

OCTOBER 15, 2024



**CITY OF ORTING**  
2024 DRAFT BUDGET



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# VISION, MISSION & VALUES

**Vision:**

Orting is a family-oriented city that supports its citizens and small business.

We value our small-town character and are committed to public safety and reliable public services.

We will build our community on our outdoor amenities, inclusive recreation opportunities, and public events that reflect the character and interests of our citizens.

We strive to be a charming place to live, work, play and do business.

**Mission:**

We provide services with integrity, teamwork and initiative to make Orting a better place to live, work, play and do business, while preserving our strong sense of community.

**Values:**

**Teamwork:** Unified approach to shared goals and respect of the inherent value of everyone.

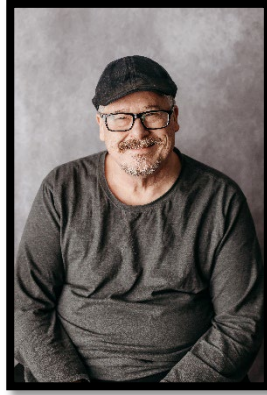
**Integrity:** Choosing courage over comfort; choosing what is right over what is easy; and choosing to practice our Core Values in pursuit of excellence.

**Initiative:** We empower our team to solve problems to make Orting better.

## Elected Officials



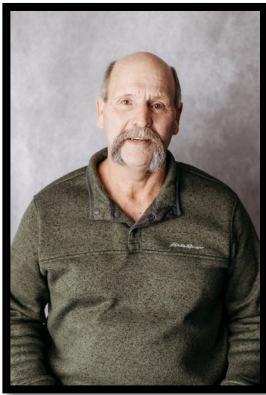
Joshua Penner  
Mayor  
Term: 2018 – 2025



Tod Gunther  
Councilmember  
Term: 2018 – 2025



Chris Moore  
Councilmember  
Term: 2022 – 2025



Don Tracy  
Councilmember  
Term: 2022 - 2025



Jeff Sproul  
Councilmember  
Term: 2024-2027



Stanley Holland  
Councilmember  
Term: 2024-2027

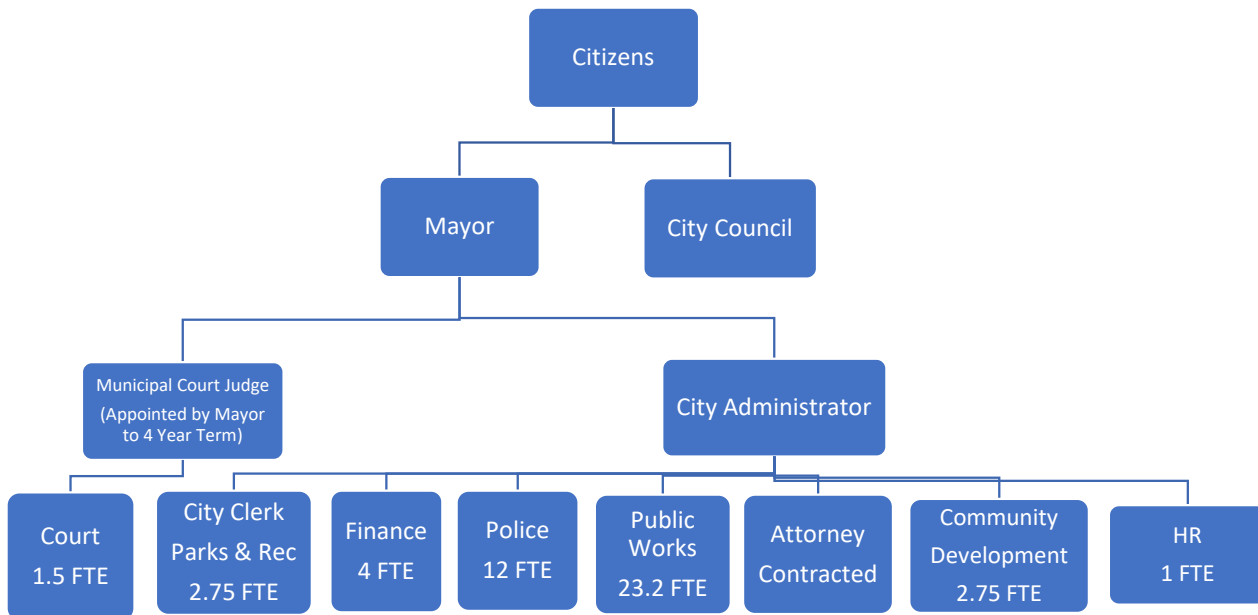


Greg Hogan  
Councilmember  
Term: 2024 - 2027



Melodi Koenig  
Councilmember  
Term: 2022 – 2025

# Organization Chart



## Key Appointed Staff

City Administrator:	Scott Larson
Judge:	John Curry (Curry & Williams)
Court Administrator	Kim Kainoa
City Clerk:	Kim Agfalvi
Finance Director:	Gretchen Russo
Police Chief:	Devon Gabreluk
Public Works Director:	Ryan McBee
Capital Project Manager:	Vacant
City Attorney:	TBD
Community Development:	Kim Mahoney
Building Official:	Tim Lincoln
City Planner:	Wayne Carlson (AHBL)
City Engineer:	JC Hungerford (Parametrix)
HR	Shawna Punzalan

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## Memorandum

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### Mayor's Draft Budget

**Deputy Mayor Gunther &  
The City Council of Orting**

**Re: Charting a Sustainable Future for Orting**

Reflecting on the year behind us, I am incredibly proud of the efforts and sacrifices you and the council make to drive us forward as a community. As you know, the upcoming budget discussion will tax your time and foresight and ask you to make tradeoffs in the best interest of the future of our community. While this is usually my favorite aspect of our roles, I acknowledge it is demanding to you, to staff, and to those who rely on us being collaborative, deliberate, and fiscally responsible.

I am enclosing to your trust this draft budget. Like all budgets I send you, I incorporate various visioning elements when deciding which items to propose. Here are my budget cornerstones; I hope they will help you take the baton and get us across the finish line in good shape:

**Budget Vision 1:** We should balance the preservation of our heritage with a forward-looking approach.

**Budget Vision 2:** We should celebrate Orting's natural beauty, recreational spaces, and dynamic public events.

**Budget Vision 3:** We should create budget opportunities when times are good so that we can sustain levels of service and community quality of life through more austere budget years.

**Budget Vision 4:** When given a choice between a solution today and a long-term solution costing more, we should seek ways to afford the long-term solution.

Soon, we will meet to begin the months-long budget deliberations. Our annual process, as always, requires a balance between introspection and foresight. This 2025 budget is a continuation of our shared commitment to fiscal responsibility, essential services, and the future growth of Orting. As you take it to the council and collectively make it yours, I know you will keep the *specialness* of Orting at heart.

## Executive Summary of 2024 & 2025:

### **Police & Public Safety**

In 2024, we reached full staffing in the Orting Police Department for the first time since 2017. This was a significant milestone, but staffing challenges remain as we continue negotiating salary increases for our officers and detective. This budget reflects a goal of parity in pay with our peers - while also ensuring our department remains fully equipped to protect our community. As I write this letter, we are at the beginning of our negotiations with the Police Guild; there is no way for me to know what the final impact of the negotiated pay and benefits will be. However, due to the proportionate size of public safety expenditures in the general fund – even minor changes to the assumptions will have significant impacts across the general fund.

**Budget Vision**  
We should balance the preservation of our heritage with a forward-looking approach.

As we look to 2025, we will continue to focus on recruitment, retention, and exploring sustainable solutions to meet future staffing and funding needs. With full staffing comes several opportunities in this approach, including re-introducing OPD as the School Resource Officer provider for the Orting School District. I have been, and remain, very excited for our youth to build great relationships with our officers.

### **Public Works (Water, Wastewater, Stormwater, Sewer) & Public Services (Parks, Streets, Cemetery)**

In 2024, Public Works made strides in maintaining and upgrading critical infrastructure, but challenges remain. This budget accounts for strategic investments, including improved equipment like a street sweeper, a vactor truck, and a manlift truck. Additionally, **the budget assumes we will continue to adopt the rate structure provided by our last utility rate study.** The purpose of any utility rate study, like the one I hope the council pursues next year, is to incorporate the actual lifecycle cost of all capital improvements as well as the operational costs needed to construct and maintain these facilities. The rates proposed have the effect of amortizing that substantial cost over a reasonable period – but the tradeoff is that failure to adopt reasonable rates each year puts the entire capital improvement plan at risk.

While we await the utility rate study next year, we have the baseline of the previous rate adoption – and that baseline has served us well. I hope the council continues the recommendation in the interim. Without the rate continuation, our funds will become structurally imbalanced, and the future ratepayers will likely see a more dramatic jump in rates than they would otherwise see year-to-year.

Another area to draw your attention is the revenue structure of our Parks, Streets, and Cemetery funds. We must explore how we apportion existing revenue, address expected service

levels, or evaluate alternative funding capabilities to continue business as usual with some or all of these funds.

We're at a critical decision point for the future of the Old City Hall and Old City Shop facilities. Both facilities require substantial investment, and this budget offers two paths: either work towards disposal or invest in repurposing them for community benefit, such as using Old City Hall as an emergency shelter and/or a human services hub. I am reticent to continue dedicating limited resources to the maintenance of these facilities when they don't provide appreciable value to the ongoing operations of our services. We should celebrate the value they offered our community in the past but move towards divestment to better utilize our limited staff and budget capacity on facilities better suited to serving our community today and in the future.

### **Administrative Staffing**

During the pandemic, we shrank our administrative staff through natural attrition and a realignment of city business. Since then we have seen growth in many aspects of the city's operations including increased and full staffing, an expansion of recreation programming, events, further, as staff are more regularly scheduling vacation and other leave, we have more crunched to provide full coverage for public facing activities. To continue to provide the council and the public a high level of service, I am recommending adding an additional clerical staff, which will allow my team to realign responsibilities, and elevate certain roles to address specific areas including a staff member dedicated to full time HR services, and additional professional support through adding Assistant City Administrator responsibilities to the Clerk's role.

### **Parks & Recreation:**

Parks & Recreation continued to be a cornerstone of our community engagement in 2024, and I'm incredibly impressed with the recreation team's ability to build a revenue-positive business – accounting for operations and programs. But, maintaining the parks where much of the recreation occurs is continually challenging. For example, programs like the event sponsorships initiative and the hanging baskets cost the parks fund >\$50,000 annually. These are beloved programs, but we need to evaluate their long-term sustainability carefully. Our 2025 budget reflects a commitment to maintaining these programs while ensuring we balance the books.

### **Budget Vision**

We should celebrate Orting's natural beauty, recreational spaces, and dynamic public events

## **Focus Areas for Council Consideration**

Several key areas within this budget require your attention and direction:

**1. Revenue Sustainability:** While we've balanced the 2025 budget, the decline in new construction revenue, rising operational costs, and deficits in key funds mean we need to consider how we

sustainably and affordably fund operations. Revenue sources, fee structures, and operational costs should all be part of these conversations.

**2. Housing and TBD Initiatives:** As we evaluate housing concerns, I propose engaging the South Sound Housing Affordability Partners (SSHAP) to help us navigate local housing needs at a fraction of the cost of hiring consultants. The Transportation Benefit District (TBD) also requires review; the Council must decide how to allocate unspent funds and what level of TBD funding, if any, is appropriate moving forward.

**3. Bridge for Kids Project:** Construction of the SR 162 pedestrian footbridge, or "Bridge for Kids," is set to begin imminently. While opinions vary on the project, I urge the Council to continue supporting it as a multi-benefit facility essential for public safety, school pathways, and community connectivity. It is the culmination of years of community and legislative partnership, and your ongoing commitment is vital to its success. Moreover, it is *not* a magic bullet – it is another element of what needs to be a world-class emergency management and evacuation system. Please continue to focus on emergency management in this and future budgets.

**5. Council Training & Leadership:** As we welcome new members to the Council, I encourage you to utilize the council training budget fully. Engaged, well-informed leaders are critical to Orting's success, and I hope to see a renewed focus on professional development and regional involvement. It is through these efforts that we strengthen our collective voice and secure a brighter future for our city.

### **Together, We Will Continue to Build a Future for Orting**

This 2025 budget reflects our collective values and goals. But as always, the budget is ultimately a policy document and only the Council can turn it from a proposal into action. Your insights and leadership will guide Orting through another year of growth and opportunity, and I trust that together, we will make the right decisions for our community.

Thank you, DM Gunther and the whole Orting City Council, for your continued hard work, dedication, and collaboration.

Warm Regards,

Joshua Penner, Mayor  
City of Orting

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## Accounting and Financial Policies

### Basis of Accounting and Budgeting

Basis of accounting is a term that refers to the revenues, expenditures, and transfers – and the related assets and liabilities that 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.

Basis of budgeting: The City’s budget and financial statements for governmental funds (General, Special Revenue, Debt Service, Capital Projects, and Fiduciary Funds) and proprietary funds (Utilities and Internal Service Funds) have been prepared on a cash basis of accounting. Revenues are recognized when received and expenditures are recognized when paid.

The budget, as adopted, constitutes the legal authority for expenditures. The annual budget is adopted with budgetary control at the fund level so expenditures may not legally exceed appropriations at that level of detail. Any revisions to the legally adopted budget that alter the total revenues or expenditures of a fund require adoption by ordinance. Transfers or revisions within funds are allowed with the authorization of the City Administrator and City Treasurer, but only the City Council has the legal authority to increase or decrease a given fund’s budget.



### Budgeting, Accounting, and Reporting System (BARS)

The City of Orting uses the revenue and expenditure classifications contained in the Budgeting, Accounting, and Reporting System (BARS) Manual, as proscribed by the Washington State Auditor’s Office, under the authority of Washington state law, Chapter 43.09 RCW. This system provides a uniform chart of accounts for all Washington State local governments and provides useful comparative data to the state regarding local spending. The BARS system also provides comparative data to interested parties, available through the WA State Auditor Local Government Financial Reporting System (<http://www.sao.wa.gov/local/Pages/LGFRS.aspx#.VMgslct0x9M>).

### Budget Fund Structure

The City of Orting has fourteen appropriated funds (debt service funds are deemed appropriated when debt is authorized and are therefore not re-appropriated in each budget cycle, although they are provided for reference.) All funds, including debt service are included in the City’s periodic audit.

Each fund is considered a separate accounting entity and is accounted for with a separate set of accounts that include its cash, investments, revenues, and expenditures. Funds are independently balanced, meaning that revenues and beginning fund balances must equal expenditures and ending fund balances.

The City of Orting’s funds are separated into three main fund type classifications:

<u>Fund Type</u>	<u>Description</u>
Governmental	Funds that account for the activities of the City that are governmental in nature. Governmental funds are generally supported by taxes, charges for goods, and services, fees, and contributions from other governments.
Proprietary	Funds that account for the activities of the City that are propriety, or “business” in nature. Proprietary funds are self-supporting with fees paid by the users of their services.
Fiduciary	Funds held by the City as a trustee.

The three primary Fund Types are further divided and identified by coding:

<u>Fund Code</u>	<u>Fund Class</u>	<u>Description</u>
000-099	General Funds	Accounts for all financial resources except those required to be accounted for in another fund.
100-199	Special Revenue Funds	Accounts for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.
200-299	Debt Service Funds	Accounts for the accumulation of resources for, and the payment of, general long-term debt principal and interest.
300-399	Capital Project Funds	Accounts for the financial resources to be used for the acquisition or construction of major capital facilities.
400-499	Enterprise Funds	Used to report any activity for which a fee is charged to external uses for goods and services.
500-599	Internal Service Funds	Accounts for the financing of goods and services provided by one department or agency to other departments or agencies of the governmental unit, or to other governmental units on a cost-reimbursement basis.
600-699	Fiduciary Trust Accounts	Accounts 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.

In addition to fund structure, the BARS Manual provides the structure for a specific chart of detailed accounts. In this structure, revenue (resource) accounts begin with the number “3” and can be summarized as follows:

BARS REVENUE ACCOUNTS

310	Tax Revenues
320	Licenses & Permits
330	Intergovernmental Services and Payments
340	Charges for Goods and Services
350	Fines and Forfeits
360	Miscellaneous Revenues
380	Non-Revenues
390	Other Financing Sources

On the expenditure side, the BARS manual provides for expenditure accounts up to fifteen digits in length. Each set of digits signifies a certain type of transaction. The final set of digits is referred to as the “object code” and signifies the type of expenditure. The City of Orting budget is reported at the object code level in each operating budget.

BARS Object Codes

10	Salaries & Wages	Amounts paid for personal services rendered by employees in accordance with the rates, hours, terms, and conditions authorized by state law or employment contracts. Includes overtime, on-call, sick, vacation, and holiday paid leave.
20	Benefits	Amounts paid by the employer as part of the conditions of employment. Includes employer paid portions of Social Security, Medicare, Industrial Insurance, Unemployment Insurance, retirement, and health benefits.
30	Supplies	Amounts paid for articles and commodities purchased for consumption or resale. Includes office & operating supplies, small tools & minor equipment, etc.
40	Other Services & Charges	Amounts paid for services other than personal which are needed by the City. Services may be provided by a public agency or private business. Includes such services as professional services (consultants), communications, travel, insurance, utility services, repairs and maintenance, advertising, memberships, etc.
60	Capital Outlay	Expenditures which result in the acquisition of, rights to, or additions to capital assets, including incidental costs such as legal, appraisal, and brokerage fees, land preparation and demolishing buildings, fixes and delivery costs. In Orting, most capital outlays are budgeted in the various capital improvement or enterprise funds of the City and not in the respective operating department’s capital outlay.
70	Debt Service	Principal and interest on long-term debt

Investments

The City of Orting manages and invests its cash within the guidelines established by the Washington State statutes and the city’s Investment Policy with three objectives (in order of priority): safety, liquidity, and yield. The City maintains a cash management program, which includes collection of accounts receivable, disbursement of funds, and prudent investment of available cash.

City investments are placed with the Washington State Local Government Investment Pool (LGIP) administered by the Washington State Office of the State Treasurer. Longer term investments are bonds which primarily include direct and indirect obligations of the United States Federal Government. See Appendix D for more detail on the city’s cash and investments.



## Capital Assets

The City of Orting maintains capital asset records to identify and account for the long-lived assets of the City. Capital assets include land, buildings, machinery & equipment, and infrastructure valued in excess



of \$5,000 and with a useful life exceeding two years. Assets are expensed as they are purchased.

## Long Term Debt

The City tries to manage its long-term debt in a manner designed to utilize its credit to optimize City services, while balancing overall debt levels and annual debt service obligations. The City recognizes that prudent use of its credit can both facilitate construction of essential capital improvements and serve as a method for sharing the costs of

those improvements between current and future beneficiaries. The City will typically strive for a conservative mix of cash and debt to fund projects.

1. Debt will not be used to cover operating expenses. When necessary, long-term debt may be used to provide for capital acquisitions and construction.
2. Term of debt: Long-term debt will be structured in such a manner, so the debt payments do not exceed the expected useful life of the project being financed. Whenever possible, the City will fund its capital needs on a pay-as-you-go basis, especially smaller capital projects.
3. Refunding bonds: Generally, existing bonds will not be refunded through the issuance of refunding bonds unless the refunding plan will achieve a net present value savings of at least 5%. As an exception to this general rule, the bonds may be refunded to obtain more favorable bond covenants when it is clearly in the City's interests to do so.
4. Legal limitation of indebtedness. The City will utilize its general obligation (GO or voted) and limited tax general obligation (LTGO or non-voted) debt authority prudently. The City's outstanding debt will never exceed those constitutional limits.
5. Preservation of credit rating. The City will carefully consider the future fiscal impacts of incurring additional long-term debt and will recognize the implicit, additional future costs of any debt issuance that impacts the City's credit rating.
6. Use of revenue debt whenever possible. The City recognizes that its ability to pledge its taxing authority as a security for debt is a limited resource which should be preserved whenever possible. Therefore, whenever the improvement being financed with debt is expected to produce off-setting revenues that can be used to secure all or part of the debt in lieu of a pledge of the City's taxing authority that revenue should be used to secure the debt to the maximum practical extent to minimize the usage of the City's limited voted and non-voted debt capacity.
7. Internally financed debt. The City may make interfund loans when it is prudent to do so as permitted by state law.

8. Utility fund debt. Each rate-based utility will utilize a six-year capital and financial plan which allocates capital financing needs between debt and pay-as-you-go use of current revenues. When it is determined that issuance of debt is needed for capital construction, debt will be secured solely by a pledge of rate revenues and will not utilize any general pledge of the City's taxing authority except in extraordinary circumstances as approved by City Council.
9. Conduit Debt/Local Improvement Districts. The City may allow itself to be used a conduit of debt secured by others where such an arrangement is allowed by law or regulations, and where the City is not, in any way, contingently liable for repayment of the debt.
10. Debt Issuance Review. Prior to issuing any long-term debt, the City will review the fiscal impact of the debt over the life of the new bonds. No long-term debt shall be incurred without approval by the City Council.

### Reserve and Fund Balance Policies.

The City will maintain specific reserves as required by law, ordinance, or bond covenant. Generally, the City shall maintain a General Fund balance of not less than 25% of operating expenditures to provide for needed cash flow and as a reserve against unforeseen expenditures needs or revenue shortfalls. The reserve shall be 50% for the Enterprise Funds (water, sewer and stormwater). The following table compares 2025 ending fund balances verses the recommended reserve requirement:

<b>All Funds: Ending Fund Balance</b>		24 Est. Ending Fund Balance	25 Operating Expenses	Reserve Requirement	Reserve Met
General Fund	001	5,559,042	4,391,985	50%	253%
City Streets	101	330,998	394,406	50%	168%
Cemetery	104	64,473	83,708	50%	154%
Parks Department	105	109,946	419,143	50%	52%
Water	401	3,512,777	2,221,593	25%	632%
Water Resource Recovery	408	10,230,112	1,863,248	25%	2196%
Stormwater	410	2,030,375	1,241,829	25%	654%

### Revenues

Budgeted revenues will be forecasted realistically, but conservatively. Before accepting any state or federal grants, the City shall assess the fiscal impacts of the grant in view of any matching requirements, future operations and maintenance costs, and other commitments or obligations. No state or federal grant with a local match in excess of \$25,000 may be applied for without express approval from the City Council, regardless of whether the project is included in the adopted budget or Capital Improvement Plan.

Utility rates shall be set sufficiently to cover the costs of service.

City staff will periodically review all fees for licenses, permits, fines, and other miscellaneous charges and recommend changes based on inflation, processing time, expenses to the City, benchmark rates, and any other factors pertinent to the specific item.

## Fiscal Monitoring

Revenues and expenditures are monitored by the Finance Department and department managers continually throughout the year to ensure that funds are available and used in an appropriate manner. Period reports are compiled and made to the City Council on the status of the budget and progress being made on various projects. Monitoring also includes ongoing assessment of trends, changes to laws, etc. and subsequent evaluations for potential impacts of external changes on the City's sources of revenue and expenditure limitations or mandates.

## Financial Planning and Capital Investment Policies

Capital projects which anticipate funding, in whole or in part, from grants, mitigation fees, impact fees, or other funds that involve a competitive application shall be reevaluated on the basis of its value and priority level if the anticipated grant, fee, or loan does not materialize or the chances of award appear remote.



The City will not fund capital improvements that primarily benefit development except as part of the City's economic development plan and strategy.

The City will maintain and periodically update a maintenance and replacement schedule for the City's fleet. Any equipment replacements and additions will be included and itemized in the budget, and no equipment shall be substituted from the established schedule without the express consent of the City Council.

## City Profile

City of Orting: “Small Town – Big View”



Location: Valley between the Carbon river and the Puyallup river, 30 miles west of Mt Rainer

Size: 2.80 square miles

2020 Population: 9,041

Incorporation Date: April 22, 1889

Type of Government: Strong Mayor which means the mayor is the chief executive, while the council is the primary legislative body.

Services: Parks, Streets, Police, Court, Water, Sewer and Stormwater

## Completed Projects

### TBD Chip Seal and Street Preservation Project

In August 2024, Public Works executed its annual Chip Seal and Street Preservation Project. Staff contracted with a local vendor to complete a mile of chip seal on city streets after staff crack sealed. Public Works’ Maintenance team have also filled multiple city neighborhoods with over 1,400 pounds of crack sealer to extend the service life of our streets. Painting, stripping, and applying torch downs to improve vehicle and pedestrian safety also occurred this summer.



## Main Parks Master Plan

At the end of 2022 council hired a firm to help the city work through a main parks master plan. The intent of this plan was to create a vision for the main park, identify needed improvements and have a cohesive plan rather than an ad-hoc method of updating and adding features to the main park facilities. The complete plan can be found on the city’s website:

<https://orting.prod.govaccess.org/government/project-updates/main-parks-master-plan>. In the spring of 2023, after much deliberation and public feedback, council adopted a master plan.



### Proposed

- |   |                                 |                                      |
|---|---------------------------------|--------------------------------------|
| 1 Paved Event Space                           | 6 Potential Splash Pad Location | 11 Van Scoyoc Avenue Reconfiguration |
| 2 New Restroom Building                       | 7 Picnic Shelter                | 12 Trail Crossing Improvements       |
| 3 Relocated Foothills Trail                   | 8 Train Street Plaza            | 13 Sidewalk along Washington Ave.    |
| 4 Playground Improvements - 5 to 12 year-olds | 9 Relocated Bear Sculptures     | 14 Sandstone Seatwall                |
| 5 Playground Improvements - 2 to 5 year-olds  | 10 Basketball Court Resurfacing |                                      |

## Ongoing Plans

### Water Resource Recovery Facility

The City continues to advance upgrades at our Water Resource Recovery Facility (WRRF). Currently, we must hire contractors every few years to dredge our lagoon to remove the solids then transport them for disposal. The planned expansion and new Biosolids Processing Facility will convert these transported solids into Class A fertilizer for use in lawns, gardens, farming, and city parks.

We are currently in the design phase of the project and approximately 30% complete for the \$1.4 million design. The final design is anticipated in June 2025 for construction bidding to follow in mid to late 2025. While the projected construction cost is still flexible at this early stage, it is estimated at \$32 million as of September 2024. City staff are collaborating with the engineering firm to explore alternatives and options to minimize project costs. The WRRF Biosolids Upgrade will be funded through a combination of WRRF fund cash reserves, a low-interest loan from the Public Works Board, and potential support from the Department of Ecology. The financial impact of all WRRF-related work will be assessed in a Rate Study to begin in 2025 and be completed in 2026.

The City has secured a \$10 million loan from the Public Works Board through the Washington State Department of Commerce, offering a significant benefit to our community with a low interest rate of 1.39%. As enterprise funds are self-sustaining, the debt will be repaid through sewer rates. With the retirement of the bond for the sewer plant construction in 2018, the impact of the new debt on rates will be somewhat mitigated.

### Orting Emergency Evacuation Bridge

In early 2024, we awarded the construction contract for the Orting Emergency Evacuation Bridge, also known as the Bridge for Kids, with construction beginning in Fall 2024 through and completion anticipated by Fall 2025 or Winter 2026. Upon completion, the bridge will provide numerous benefits, including reduced traffic, safer school pathways, improved recreational and pedestrian access, and enhanced public safety. This is not a single-use structure but a multi-use, multi-benefit essential facility that requires your continued support. Several utility relocations are needed to better facilitate construction which have delayed the start of construction since award.



### Future Plans:

The City annually adopts Capital Improvement Plans (CIP) and Transportation Improvement Plans (TIP) which outline our priorities for capital for those funds. The CIP's and TIP's are included in Appendix A. Public Works is also working to complete a General Sewer Plan, Water System Plan (including both a Risk and Resilience assessment and Emergency Response Plan), Stormwater Master Plan, and Telemetry Master Plan efforts which will be used to further develop the CIP. Public Works have already completed the Pavement Management Plan, Americans with Disabilities Act Transition Plan, and which all feed into the long-term planning in the CIP, TIP and the city Comprehensive Plan.

### 2025 Budget Overview

For 2025 staff have laid out a number of key activities including:

1. Continuing the 2024 Comprehensive Plan update process.
2. Supporting the construction of the Pedestrian Bridge and the design/construction of the Water Resource Recovery Facility.

3. Continuing transportation planning and design efforts for Whitehawk Blvd. extension and Kansas Street Reconstruction.
4. Continue to complete the various future plans for Water, Wastewater, Stormwater.

## Fund Balances

Fund balance is the excess of an entity's assets over its liabilities. A negative fund balance is a deficit. The following table represents the ending fund balances for our major operating funds along with our projection for 2024 and 2025 ending fund balance. The parks fund is currently showing a deficit based upon this preliminary budget. Additional revenue or reduced services will be required to clear this deficit.

<b>All Funds: Ending Fund Balance</b>		2023	2024	2025	Change from 2024	
		Actual	Estimated	Estimated	\$	%
General Fund	001	5,419,042	5,559,042	5,323,270	-235,772	-4.4%
City Streets	101	400,998	215,208	85,591	-129,617	-32.3%
Cemetery	104	84,222	64,473	24,165	-40,308	-47.9%
Parks Department	105	593,703	148,867	-138,597	-287,464	-48.4%
Tourism Fund	107	11,109	13,909	6,979	-6,930	-62.4%
TBD	108	251,216	159,316	-51,734	-211,050	-84.0%
Housing	110	40,857	508,857	394,907	-113,950	-278.9%
REET	111	0	40,000	40,000	0	0.0%
Police Department Drug	120	0	1	1	0	0.0%
Transportation Impact	320	412,065	425,565	100,731	-324,834	-78.8%
Water	401	3,631,413	3,512,777	2,260,840	-1,251,936	-34.5%
Water Resource Recovery	408	10,335,018	10,230,112	8,415,687	-1,814,425	-17.6%
Stormwater	410	2,437,062	2,030,375	751,976	-1,278,400	-52.5%
Cemetery Perpetual Fund	701	531,019	534,119	534,119	0	0.0%
Skinner Estate Fund	704	485,712	488,712	488,712	0	0.0%
<b>Total</b>		<b>24,633,439</b>	<b>23,931,335</b>	<b>18,236,649</b>	<b>-5,694,686</b>	<b>-74.2%</b>

## Comparative Revenue and Expenses

The following table represents the estimated revenues and expenses of all funds:

All Funds	2022	2023	2024		2025	% Change from 24 Budget
	Actual	Actual	Budget	as of 8.31.24	Budget	
<b>Revenues</b>						
General Fund	4,477,625.92	4,838,501.21	4,107,429.37	3,002,847.38	4,506,415.80	9.7%
City Streets	300,746.09	459,269.07	8,429,200.00	243,896.77	13,215,000.00	56.8%
REET	831,397.14	286,573.66	360,000.00	231,044.92	320,000.00	-11.1%
Cemetery	60,451.17	96,373.60	64,450.00	29,400.40	63,400.00	-1.6%
Parks Department	348,122.64	159,873.04	116,300.00	107,178.92	316,113.00	171.8%
Tourism Fund	846.19	5,178.15	510.00	2,934.38	2,070.00	305.9%
TBD	4,654.01	12,282.20	2,950.00	7,663.69	2,950.00	0.0%
Police Department Drug	-	-	-	-	-	0.0%
Housing	-	40,857.05	130,050.00	82,748.21	100,050.00	-23.1%
Transportation Impact	53,305.26	9,212.34	7,100.00	12,744.68	75,166.00	958.7%
Water	2,370,433.55	2,569,027.08	2,385,300.00	1,713,687.78	2,915,998.92	22.2%
Wastewater	2,842,485.83	3,350,377.46	4,085,000.00	2,423,752.82	8,347,987.60	104.4%
Stormwater	1,158,873.64	1,267,939.85	1,425,000.00	837,483.36	1,464,119.75	2.7%
Cemetery Perpetual Fund	3,731.41	1,772.78	500.00	2,989.33	500.00	0.0%
Skinner Estate Fund	3,400.10	1,498.62	400.00	2,687.15	400.00	0.0%
<b>Total Revenue</b>	<b>12,452,341.54</b>	<b>13,096,963.33</b>	<b>21,113,689.37</b>	<b>8,698,070.46</b>		<b>0.0%</b>
<b>Expenditures</b>						
General Fund	3,962,152.70	4,183,672.79	6,267,892.24	2,998,079.76	4,742,188.08	-24.3%
City Streets	701,817.56	704,755.13	10,088,858.14	497,892.34	13,344,616.91	32.3%
REET	-	-	-	-	400,000.00	0.0%
Cemetery	101,017.42	92,312.57	90,166.94	47,180.06	103,708.40	15.0%
Parks Department	343,616.80	468,120.15	479,940.14	451,391.08	603,576.85	25.8%
Tourism Fund	-	-	9,000.00	-	9,000.00	0.0%
TBD	36,616.25	9,538.00	240,000.00	100,237.00	214,000.00	-10.8%
Police Department Drug	126.00	-	1.00	-	-	-100.0%
Housing	-	-	130,000.00	-	214,000.00	64.6%
Transportation Impact	-	-	400,000.00	-	400,000.00	0.0%
Water	1,653,034.12	2,108,505.50	4,083,936.37	1,389,103.00	4,167,935.39	2.1%
Wastewater	3,170,453.46	1,840,785.55	3,539,906.36	1,628,271.95	10,162,412.59	187.1%
Stormwater	866,156.63	1,622,420.30	3,221,686.69	577,464.39	2,742,519.27	-13.1%
Cemetery Perpetual Fund	-	-	400.00	-	400.00	0.0%
Skinner Estate Fund	-	-	2,000.00	-	2,000.00	0.0%
<b>Total Expenses</b>	<b>10,834,990.94</b>	<b>11,030,109.99</b>	<b>28,553,787.88</b>	<b>7,689,619.58</b>	<b>37,106,357.49</b>	<b>21.5%</b>

## Personnel, Wages and Benefits

Other than capital expenditures, wages and benefits make up the largest portion of the city's expenses. For 2025 it is estimated that we will spend \$4.9 million on wages and \$1.8 million on benefits. Expressed another way, 58% of our operating expenses go to wages and benefits.

For the 2025 budget we are proposing a head count of 49.60 full time equivalent (FTE) employees. This headcount represents a net increase from the 2024 operations of 2.0 FTE. More information regarding positions and wages can be found in Appendix B.

Wages are set by the council for administrative staff on an annual basis and the council approves wages for the city's two bargaining units when their collective bargaining agreements (CBA) are ratified. The American Federation of State, County and Municipal Employees (AFSCME) Local 120 union represents our public works and clerical employees. The Fraternal Order of Police Lodge 27 (FOP) represents our police officers. The Local 120 CBA covers the employees until the end of 2025 while the FOP CBA expires at the end of 2024.



## General Fund

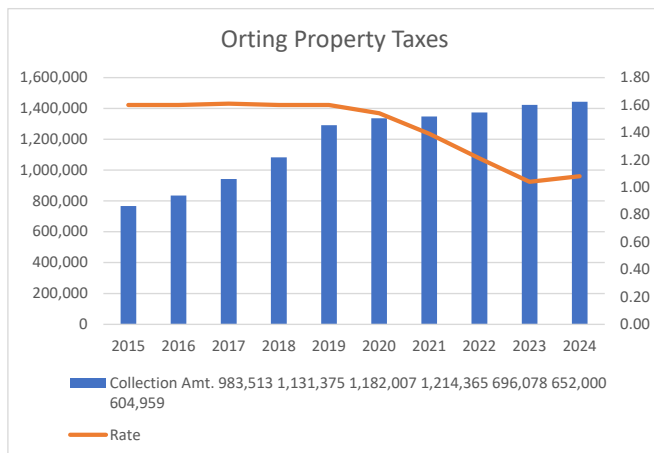
This section of the budget is broken down first into an overview of general fund taxes, and then will move into the functional areas of the general government. If the functional areas have revenue associated with them, like the Municipal Court or the Building Department, associated revenue will be detailed in that section.

### General Fund Taxes

2025 general fund tax revenue is projected to be up over 2024 revenues by about \$367 thousand or 7.59%. \$ 65,000 of this increase is expected to be from sales tax revenue which we tend to budget conservatively, but due to limitations on property taxes and decreases in court and building fund revenue, we have had to become more reliant on this volatile source of funding. Another \$232 thousand is expected in new construction building fees. General fund taxes can be used for any purpose and carry no restrictions.

### Property Tax

The City of Orting General Fund is supported by property taxes levied on the assessed value (AV) of real estate (including land, structures, and improvements). In Table 1 above, property taxes are included in the “Taxes” category. Pierce County acts as the City’s agent to collect property taxes. Taxes are due in two equal installments on April 30th and October 31st. Collections are remitted to the appropriate taxing district by the County Treasurer the month following collections. By law, the City is permitted to levy up to \$3.60 per \$1,000 of assessed valuation for general governmental services. Also, by law, the local fire district’s levy and the library district’s levy must be subtracted from the City’s levy. The City has annexed into both Central Pierce Fire District (#18) and the Pierce County Library District, therefore, the City’s levy is reduced by those levies.



By state initiative, property tax is capped at 1% increase over the prior year’s collections, plus the value of any annexations and new construction. In 2020 the city ran into its statutory 1% increase cap for the first time since the city annexed into Fire District 18. In 2023 the 1% property tax increase limit will continue to be in effect and the effective tax rate is estimated to be \$1.19.

Property taxes are classified as either regular levy or special levy. The regular levy is used by the taxing authority for general operations and

debt service costs related to non-voter approved bonds. With a vote of the community, the City can assess a “special levy” to pay for specific voter-approved bonds. The City of Orting has no outstanding voter-approved bonds, and therefore no special levy property taxes.

2024 Tax Rates		
Tax Entity	Per \$1,000	% of total
State	\$2.31	28.10%
Orting School District	\$1.89	23.00%
Fire District 18	\$1.43	17.40%
City of Orting ★	\$1.08	13.10%
County	\$0.74	9.00%
Pierce County Rural Library	\$0.34	4.10%
Central Puget Sound RTA	\$0.16	2.00%
Port of Tacoma	\$0.14	1.70%
Flood Control Zone	\$0.10	1.20%
Conservation Futures	\$0.03	0.30%
Total:	\$8.22	100.00%

In 2024 Orting citizens paid \$8.22 per \$1,000 of assessed valuation to the following taxing entities:

For example: A house in Orting valued at \$450,000 would pay **\$486 annually** (450 X \$1.08) in property taxes for city services which include police, court, and maintenance of our streets and parks.

The City's share of the local property tax burden in 2024 was 13.1%.

28.27% Voter Approved

### Utility Taxes

Utility taxes in the city are only levied on telecommunications, gas and electricity at 6% of gross revenues. The city has the authority to impose further utility taxes on garbage and public utilities including water, sewer, and stormwater, but has not imposed any such taxes, and this budget does not propose imposing such taxes.

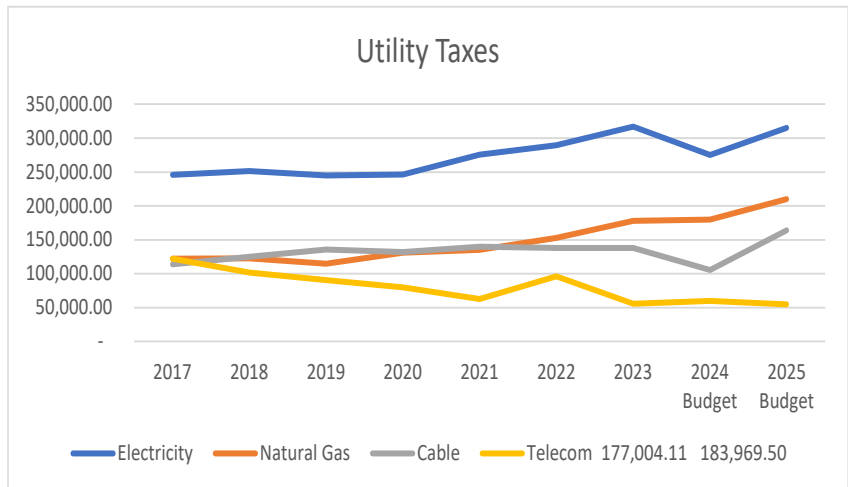
Since 2015 taxes on electricity have averaged \$257 thousand per year, and have increased steadily over that period, increasing an average of 5% per year. We estimate that we will receive \$350,000 in 2025.

Taxes on natural gas have increased from \$111 thousand in 2015 to an estimated \$210 thousand in 2025, or 6% per year on average.

The amount collected from our taxes on cable services had been increasing since 2015, but started to decline in 2020.

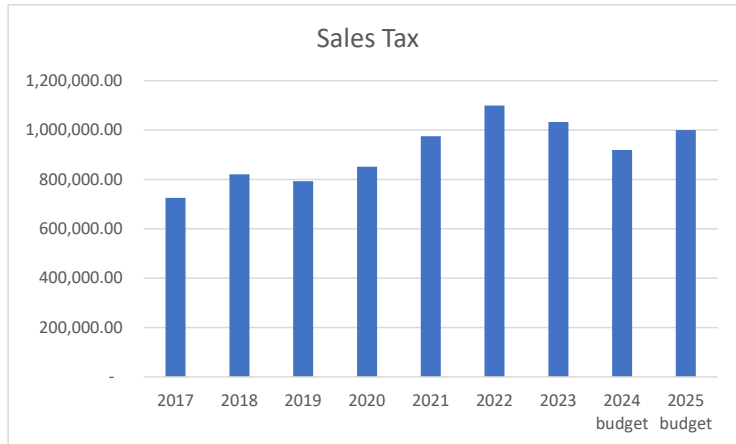
In 2022 the revenue decreased \$32,000 from the prior year, but recovered in 2023. The City anticipates cable utility tax revenue to decrease in 2025 to \$120 thousand.

Taxes on telephones and cell phones has been trending down since our high of \$184 thousand in 2014. For 2024 we are expecting this downward trend and are budgeting \$55 thousand in estimated revenue. We suspect the reason telecom taxes have been trending down since 2014 is due to customer's eliminating their land lines and how cell phone taxes are calculated. Federal law prohibits local governments from taxing Internet or broadcast satellite TV services therefore, the internet services on a cell phone bill are non-taxable.



*Sales Tax*

Sales tax is imposed on every taxable transaction occurring within the City, and it applies to the same transactions which the state sales tax applies. The sales tax rate within the city is 9.6%. The city’s rate is 1.1%, the county taxes 0.3%, taxes that go to the transit authority are 1.4%, and the state rate is 6.5%.



The city’s sales tax collections revenue is stable compared to many other Washington cities because of the limited business within the city limits. Sales tax collections have gone from \$622 thousand in 2016 to a high in 2022 of \$1.1 million. Sales tax is budgeted conservatively and expected to come in around the \$920 thousand level for 2024.

*General Fund Revenue & Expense Overview*

Total budgeted expenses for the General Fund are up 1.9% for 2024 or roughly \$74,000 thousand increase over the 2023 budget. The following table is presented net of a \$2.2 million transfer to the street fund for the pedestrian bridge, and summarizes the revenue and expenses of the General Fund since 2022 and includes the 2024 budget amounts:

General Fund	2022	2023	2024	2024	2025	Change from 2024	
Revenues	Actual	Actual	Budget	as of 8.31.24	Budget	\$	%
Taxes	3,359,845	3,413,181	3,217,529	2,134,421	3,395,688	178,158	5.5%
Licenses and Permits	291,756	180,684	182,600	137,837	275,660	93,060	51.0%
Intergovernmental	299,871	337,879	328,100	235,624	247,625	-80,475	-24.5%
Goods and Services	271,862	245,917	179,500	151,481	317,043	137,543	76.6%
Fines and Penalties	52,160	55,424	56,200	35,038	59,200	3,000	5.3%
Miscellaneous	193,430	382,499	137,500	281,210	199,200	61,700	44.9%
Nonrevenues	850	13,331	6,000	18,867	12,000	6,000	100.0%
Transfers	-	-	-	-	-	0	0.0%
Other	7,853	209,587	-	8,369	-	0	0.0%
<b>Total Revenue</b>	<b>4,477,626</b>	<b>4,838,501</b>	<b>4,107,429</b>	<b>3,002,847.38</b>	<b>4,506,416</b>	<b>398,986</b>	<b>9.7%</b>
<b>Expenditures</b>							
Salaries and Wages	1,948,229	1,972,225	1,950,962	1,253,016	2,285,801.66	334,840	17.2%
Personnel Benefits	589,273	540,620	599,842	371,799	755,334.37	155,493	25.9%
Supplies	243,891	178,964	158,335	82,478	165,235	6,900	4.4%
Services	1,034,805	1,190,441	1,106,978	1,213,533	1,155,035.99	48,058	4.3%
CAPEX	66,880	185,901	215,775	59,795	105,203	-110,572	-51.2%
Debt Principal	41,616	54,229	0	7,833	18,578	18,578	0.0%
Debt Interest	7,402	1,134	0	0	-	0	0.0%
Transfers	29,856	48,000	2,230,000	0	245,000	-1,985,000	-89.0%
Other	200	12,160	6,000	9,625	12,000	6,000	100.0%
<b>Total Expenses</b>	<b>3,962,152.70</b>	<b>4,183,672.79</b>	<b>6,267,892.24</b>	<b>2,998,079.76</b>	<b>4,742,188.08</b>	<b>-1,525,704</b>	<b>-24.3%</b>
Rev-Exp	515,473	654,828	\$ (2,160,462.87)	4,768	(235,772)		

## Legislative

The City Council serves as the City’s policy makers. The council is the body who sets, in general, the main direction of the City while leaving details to the employees through the Mayor’s direction. More specifically, they:

- Define the functions, powers, and duties of City employees;
- Fix compensation and working conditions of City employees;
- Adopt ordinances regulating City business;
- Regulate the acquisition, sale, ownership, and other disposition of real property, structures, waterways, and more;
- Create policy framework for services citizens need and want, including cultural, recreational, safety, utilities, roads, and planning for the future of the community;
- Represent the City of Orting in regional efforts;
- Balance services needed with how to pay for this, including borrowing, taxation, and the granting of franchise.



The following table represents a summary of expenses since 2022 along with our 2025 budget expenses.

Legislative Expenditures	2022	2023	2024	2025	Change from 2024	
	Actual	Actual	as of 8.31.24	Budget	\$	%
New Request	-	-	-	-	-	0.0%
Wages	25,150	20,643	16,800	25,200	-	0.0%
Benefits	-	524	1,379	2,053	2,053	148.9%
Supplies	20,972	3,737	515	3,500	(4,600)	-894.0%
Services	25,096	23,560	24,666	26,900	7,396	30.0%
Intergovernmental	-	-	-	-	-	0.0%
CAPEX	-	-	-	-	-	0.0%
<b>Total Expenses</b>	<b>71,219</b>	<b>48,463</b>	<b>43,360</b>	<b>57,653</b>	<b>4,849</b>	<b>9.2%</b>

## Municipal Court

The Orting Municipal Court has had the honor and responsibility of serving the local community as an independent branch of government for the last 80 years.



As a court of limited jurisdiction, the municipal court is authorized by the laws of the state of Washington to preside over all criminal misdemeanors and gross misdemeanors, as well as traffic, non-traffic and parking infractions occurring within the city limits of Orting.

All cases filed are processed in accordance with court procedure and the laws of the State of Washington, under the direction of the presiding Judge.

Court	2022	2023	2024	2025	Change from 2024	
	Actual	Actual	as of 8.31.24	Budget	\$	%
<b>Revenues</b>						
Goods & Services	19,414.89	13,487.73	11,057.03	18,350.00	1,150	10.4%
Fines and Penalties	52,040.23	55,418.52	34,998.24	59,200.00	3,000	8.6%
Miscellaneous	3,582.10	1,715.06	698.96	400.00	(800)	-114.5%
Nonrevenues	-	-	22.24	-	-	0.0%
<b>Total Revenue</b>	<b>75,037</b>	<b>70,621</b>	<b>46,776</b>	<b>77,950</b>	<b>3,350</b>	<b>4.5%</b>
<b>Expenditures</b>						
Wages	110,690	118,276	87,015	139,882	11,516	13.2%
Benefits	40,474	39,593	29,976	50,806	1,436	4.8%
Supplies	5,205	6,017	2,345	4,800	(50)	-2.1%
Services	39,039	42,582	39,498	53,103	8,450	21.4%
Intergovernmental	-	-	-	-	-	0.0%
<b>Total Expenses</b>	<b>195,408</b>	<b>206,467</b>	<b>158,834</b>	<b>248,592</b>	<b>21,352</b>	<b>9.4%</b>

## Executive

The Executive Department houses the offices of the Mayor and City Administrator and provides general administrative oversight and support to the other City departments. This department administers programs and policies established by the City Council and directs the day to day activities and operations for all City departments.



More specifically, the Executive Department:

- Informs the Mayor and Council on City issues, problems, and future needs;
- Implements policy decisions of the Council;
- Develops and implements strategic plans for the execution of the City’s mission, vision, and values;
- Provides leadership to City Departments in management and strategic planning;
- Represents the City and local concerns on a regional, state, and national level;
- Plans and implements communications strategy to keep citizens informed on City issues;
- Coordinates agendas and information for efficient city meetings;
- Coordinates response to citizen requests for public records.

## 2024 goals

- Oversee bridge construction and completion of sewer plant design.
- Create a plan for our affordable housing sales tax
- Complete the Downtown Revitalization Plan addressing economic development opportunities.

The following table summarizes expenses since 2022 and includes our 2025 budgeted expenses:

Executive Expenditures	2022	2023	2024	2025	Change from 2024	
	Actual	Actual	as of 8.31.24	Budget	\$	%
New Request	-				-	0.0%
Wages	83,254	82,213	59,862	124,702	35,246	58.9%
Benefits	20,682	21,303	15,611	33,524	12,371	79.2%
Supplies	1,761	1,172	381	1,450	(450)	-118.0%
Services	11,242	28,595	14,302	25,340	17,340	121.2%
<b>Total Expenses</b>	<b>116,940</b>	<b>133,283</b>	<b>90,157</b>	<b>185,017</b>	<b>64,508</b>	<b>53.5%</b>

## Finance & City Clerk

The Finance Department supports City operations by:



- Providing timely and accurate financial data and analytical support to assist in decision making processes at all levels;
- Maintaining the accounting software system to ensure the integrity of the City's financial data, while striving for increased efficiencies and customer service;
- Administering and monitoring the City's finances in accordance with Federal,

State and Municipal laws and regulations and best practices;

- Assists City Administrator with the administration of the city's human resource functions;
- Preparing the Budget and Annual Financial Report in accordance with the Washington State Auditor's Office "Budgeting, Accounting, and Reporting System (BARS) Manual, as well as best practices;
- Coordinating audits with the Washington State Auditor's Office;
- Ensuring fiscal responsibility in debt administration and investment protocols;
- Billing, auditing, reporting, receipting, and customer support for City's utility system, including water, sewer, and stormwater.
- Providing internal and external customer service, including banking, accounts payable, accounts receivable, grant management, and cash receipting.

City Clerk supports City operations by:

- The City Clerk provides support to the Mayor, City Administrator and City Council. The Clerk manages the preparation of the Council's agendas, minutes, other official actions and is the official City Notary Public.
- The Clerk's office also provides records management, codification and publication of the City Municipal Code, processes legal notices, coordinates public hearings, records legal documents, coordinates grants, maintains the City website, updates City social media accounts, coordinates responses to public records requests, supports council committees and maintains contracts and interlocal agreement files.
- The Clerk is the official records officer for the City and maintains custody of official records and archives.
- The City Clerk also supervises the Parks and Recreation department.

Below is a summary of Finance & City Clerk expenses since 2022 along with our 2025 budget expenses:

<b>Finance</b>	2022	2023	2024	2025	Change from 2024	
Wages	202,759	210,603	163,388	254,629	16,695	10.2%
Benefits	96,306	57,839	58,639	90,644	14,565	24.8%
Supplies	8,714	8,348	3,988	9,000	250	6.3%
Services	177,809	127,660	186,247	167,396	39,289	21.1%
Intergovernmental	-	-	-	-	-	0.0%
CAPEX	102	-	-	-	-	0.0%
Lease/Debt Principal	-	2,536	3,761	3,664	(296)	-7.9%
Debt Interest	-	-	-	-	-	0.0%
Transfers	-	-	-	-	-	0.0%
<b>Total Expenses</b>	<b>485,689</b>	<b>406,986</b>	<b>416,023</b>	<b>525,332</b>	<b>70,502</b>	<b>15.5%</b>

### Legal

The city attorneys serve as the legal advisors to the Mayor, City Council, City Administrator, and other employees of the City. All city attorneys are contracted through various legal firms. The legal department:

- Represents the City of Orting in all litigation;
- Drafts and reviews all ordinances, resolutions, contracts, and agreements;
- Furnishes written opinions on all legal matters relating to the City;
- Prosecutes misdemeanors and gross misdemeanors in the Court;
- Updates Municipal Code and policy manuals.

Below is a summary of expenses since 2022 along with our 2025 budget expenses:

<b>Legal</b>	2022	2023	2024	2024	2025	Change from 2024	
<b>Expenditures</b>	Actual	Actual	Budget	as of 8.31.24	Budget	\$	%
Legal Services	121,779	173,088	117,780	164,809	126,500	8,720	5.3%
<b>Total Expenses</b>	<b>121,779</b>	<b>173,088</b>	<b>117,780</b>	<b>164,809</b>	<b>126,500</b>	<b>8,720</b>	<b>7.4%</b>



Police

The Orting Police Department is charged to preserve the peace, investigate criminal activity, investigate traffic collisions, protect life and property, and enforce local and state statutes. The Police Department is a full-service, community-centered law enforcement agency. To accomplish the tasks it is responsible for, the organization is divided into three functional areas, Administration, Operations (Patrol and Investigations), and Support Services.

**2024 AUTHORIZED FULL-TIME STAFF**

POSITION	NUMBER OF AUTHORIZED STAFF
Command Staff (Chief, Lieutenants)	3
Detective	1
School Resource Officer	1
Records and Evidence Management	1 (Civilian)
Patrol Officers	6
<b>Total Authorized Staff Positions</b>	<b>12 (11 Commissioned, 1 Civilian)</b>

The department has an authorized full-time team of eleven commissioned Police Officers, and one civilian staff member when fully staffed. In an effort to reduce cost to the City, Police FTE’s were reduced by one in 2024

due to having numerous vacancies within the department that would likely go unfilled for a majority of the operating year.



Further functions of the police department include:

- Working with citizens, businesses, and the community as a whole to build partnerships for a safe and strong city;
- Improve traffic safety through enforcement, engineering, and education;
- Prevent crime by participating in community events, watching crime trends, deploying resources, and working with neighboring police jurisdictions, citizens and businesses;
- Investigating criminal activity to identify suspects and build strong cases for successful prosecution;
- Maintain peace and order;
- Respond to incidents involving disorderly persons or civil unrest;

- Prepare for and respond to large scale situations and assist citizens in preparation for human-made or natural disasters.

### **THE 2023 FISCAL YEAR**

Throughout 2024, the Orting Police Department continued to adapt to new legislation handed down by the State legislature that left many Police Departments scrambling to update their policies and procedures for a second time since 2022. Much of the new legislation enacted in 2024, reversed or significantly updated many of the changes that originally occurred in 2022, requiring the department to remain resilient and adaptive.

Training remained a priority for our Officers who received training in essential disciplines such as;

- Vehicle pursuits, and pursuit policy updates
- Use of force, use of force policy updates, and use of force de-escalation
- Mental health response and crisis intervention
- Peer support and critical incident programs
- Policy updates relating to juveniles and juvenile law
- Policy and legal updates on domestic violence responses, court orders, and firearms.
- Prosecutor led training on general case law, legal, and policy changes.

2024 also brought improved relationships with many of our law enforcement partners as we continued to participate in multi-jurisdiction response teams developed to benefit surrounding agencies when responding to major incidents or investigations. Our participation in these teams “doubles down” on our return on investment as they are built upon a cost sharing model, allowing the City to save significant costs versus paying full price to pay for mutual aid assistance. Throughout 2024, the Orting Police Department has provided resources to actively contribute to response teams improving our ability to deliver services such as:

- SWAT/High Risk responses
- Major Traffic Collision investigations
- Peer support and critical incident debriefings
- Emergency management and hazard mitigation services
- Crime Response Unit (Investigative services)

### **CONTINUED COMMITMENT TO COMMUNITY**

Despite having numerous vacancies during 2024, the Orting Police Department continued its commitment to Community by participating in community events, working with businesses, and increasing its social media presence. Our partnership with community members has proven to be a valuable investment that benefits all citizens. Some of the many events we attend each year in partnership with the community are:

- Annual Daffodil Parade
- Orting Red Hat days
- Annual Touch-a-truck

- Annual Shop with a Cop
- Annual Orting Police Halloween Trick-or-Treat night
- Annual Pumpkin Fest
- Annual Orting Tree lighting & holiday event
- Annual Rock Festival

In addition to these events, the Orting Police Department has continued its partnering with the Orting Recovery Café; an excellent resource for those who need assistance in obtaining family crisis, addiction, and mental health services. By partnering with the Recovery Café, Officers are able to put people in touch with the resources they need, when they need them before ever leaving the scene of an incident.

The Recovery Café continues to support Police Department efforts to reduce unnecessary drug overdose deaths by supplying our Patrol vehicles with emergency-use Narcan Nasal Spray, a drug that can be administered by first responders when arriving at the scene of an opioid related overdose.

### **HIRING AND RETENTION**

Towards the end of 2023 and into 2024, the department faced challenges with staffing due to attrition of its Officers. We continued to focus our efforts on recruitment and retention, streamlining our hiring process, and employing new technology and tracking systems to better track the progress of lengthy background investigations. These efforts would prove to pay off. By the fourth quarter of 2024, the Orting Police Department successfully hired four new Officers, filling all of its previous vacancies while continuing to provide uninterrupted delivery of Police Services to the community.

While the department had one less commissioned Officer on the books for fiscal year 2024, it gained a part-time emergency manager, dedicated to working with our EPIC (East Pierce Coalition for Emergency Management) partner agencies to update emergency plans, and to coordinate local emergency response efforts freeing up some valuable time of command staff, and allowing them to focus efforts in other areas.

### **ADDITIONAL SAVINGS**

In 2024, the Police Department took delivery of its first all-electric Police vehicle and began to evaluate the potential costs savings. All-electric vehicles are expected to cut overall fleet costs by eliminating costly fuel consumption and significantly reduce vehicle maintenance. The all electric vehicle purchased by the department is already showing promising results towards toward additional cost savings, especially in the area of fuel consumption costs.

The department has been able to compound savings for the City even more by repurposing end of life police vehicles for other City departments. During 2024, the department transferred two police vehicles to other city departments avoiding the need for those departments to purchase new vehicles.

### **2024 AND BEYOND**

While 2024 posed a unique set of challenges to Officers and staff, our efforts to reduce crime have held strong. Crime rates in Orting have fallen in recent years while rates in surrounding areas have continued to climb. The department is proud of its Officers and Staff as they continue to demonstrate their professionalism and ability to be resilient, adaptable and ability to get the job done. We love our community and are looking forward to 2024!

The following table summarizes the police expenses since 2023 and shows the budgeted expenses for 2025:

<b>Police Expenditures</b>	2022	2023	2024	2025	Change from 2024	
	Actual	Actual	as of 8.31.24	Budget	\$	%
Wages	1,326,012	1,321,258	756,069	1,398,555	133,698	17.7%
Benefits	385,745	374,858	220,580	456,080	57,146	25.9%
Supplies	70,429	75,314	52,539	93,700	30,500	58.1%
Services	282,326	343,532	372,773	438,436	71,977	19.3%
Intergovernmental	-	-	-	-	-	0.0%
CAPEX	66,779	185,822	59,795	105,203	(110,072)	-184.1%
Debt Interest	3,826	1,134	-	-	-	0.0%
Transfers	-	-	-	-	-	0.0%
<b>Total Expenses</b>	<b>2,135,116</b>	<b>2,301,918</b>	<b>1,461,756</b>	<b>2,491,975</b>	<b>183,250</b>	<b>7.9%</b>

## Community Development Department

The Community Development Department is overseen and managed by the Community Development Director, and includes the city's Code Enforcement, Planning, and Building Divisions. The goals and functions of each Division is further discussed below.



### Planning

#### Administrative

The Planning Division is often the first point of contact for development proposals and staffs all meetings with the Architectural Design Review Board, Planning Commission, City Council, and public hearings before the Hearing Examiner and other hearing bodies. The Planning Division is often asked to provide drafts of agenda bills, resolutions and ordinances, and assistance with grant applications. The Planning Division functions are handled mostly in-house by the Community Development Director and by the Planning Secretary for Planning Commission support. Since September 2019, the Planning Division functions have been performed by AHBL, Inc., a third-party planning consultant organization. With the hiring of the Community Development Director in 2024, day-to-day planning functions are now largely managed by City staff and supplemented as-needed by AHBL.

#### Current Planning or Development Review

The Planning Division is responsible for coordinating and leading the City's review of land use applications which includes a variety of permits and review processes, and participating in review of building and engineering permit applications. The Planning Division is also responsible for conducting environmental review under the State Environmental Policy Act (SEPA) and administering the City's critical areas regulations, Shoreline Master Program, and floodplain development regulations.

#### Long-Range Planning

The Planning Division is responsible for preparing land use code updates as well as updates of long-range policy documents such as the Comprehensive Plan, subarea plans, the Shoreline Master Program, buildable lands reporting, and portions of the City's Capital Improvement and Transportation Improvement Plans. This work involves coordination with outside agencies and the City Attorney.

#### Divisional Goals for 2025

The Planning Division has several goals for 2025. Some are based on code or state mandated timelines, while others are related to reducing liability or increasing customer service. These include:

- Identify and prepare code amendments on a timely basis;
- Update forms to include most recently adopted codes and processes, and create a Planning webpage on the City's website where planning forms, applications, and frequently asked questions (FAQs) can be easily accessed by the community;

- Update the City’s Fee Schedule to establish an upfront deposit for third party review services in development review;
- Establish a site plan review process in the Orting Municipal Code;
- Identify and apply for grants annually; and
- Return all phone calls within 24 hours and schedule pre-application meetings within three days.

### Building/Code Enforcement

Building and code enforcement were combined under one budget starting in 2020. One reason is strictly due to how the state auditor organizes these expenses in our chart of accounts. The second reason is that these are really two complementary functions, and in a lot of cases Code Enforcement and the Building Official work side by side on various code enforcement issues.

The primary goal for Code Enforcement is to manage code enforcement issues, preferably through voluntary compliance. Voluntary compliance requires relationship building, and gaining credibility and a sense of community can be difficult over the phone and through compliance letters. Progress sometimes requires further efforts, to include authorizing the City Attorney to pursue compliance of Chronic Nuisance properties through the court system.

The goal of the building division is to ensure that all structures that are built within the city are built to meet the current building codes that the city and the State of Washington have adopted. Further, the building official makes sure that all structures that are built within the floodplain in the city meet FEMA’s regulations. The building division works with the City Planner and City Engineer to ensure that all current regulations are being followed. The increase to the 2025 budget revenue is based upon the construction of 32 new homes.

Below represents a summary of revenue and expenses of the Building department since 2022 along with a summary of our 2025 budgeted revenue and expenses:

Planning & Bldg	2022	2023	2024	2024	2025	Change from 2024	
	Actual	Actual	Budget	as of 8.31.24	Budget	\$	%
Licenses and Permits	161,729	75,654	64,000	47,303	163,210	99,210	155.0%
Goods & Services	95,483	62,247	40,500	91,746	122,743	82,243	203.1%
Fines and Penalties	-	-	-	-	-	-	0.0%
<b>Total Revenue</b>	<b>257,212</b>	<b>137,901</b>	<b>104,500</b>	<b>139,049</b>	<b>285,953</b>	<b>181,453</b>	<b>358.1%</b>
<b>Expenditures</b>							
Wages	125,180	146,861	153,492	110,909	242,498	89,006	58.0%
Benefits	36,962	28,625	38,909	31,305	94,288	55,378	142.3%
Supplies	4,101	13,961	6,985	5,203	6,235	(750)	-10.7%
Services	163,806	252,578	231,011	232,049	114,826	(116,185)	-50.3%
Intergovernmental	-	-	-	-	-	-	0.0%
CAPEX	-	79	-	-	-	-	0.0%
Debt or Leases	-	1,585	-	-	2,714	2,714	0.0%
Debt Interest	-	-	-	-	-	-	0.0%
Transfers	-	-	-	-	-	-	0.0%
<b>Total Expenditures</b>	<b>330,049.32</b>	<b>443,689</b>	<b>430,397</b>	<b>379,467</b>	<b>460,561</b>	<b>30,163</b>	<b>7.0%</b>
<b>Net Rev-Exp</b>	<b>(72,837)</b>	<b>(305,788)</b>	<b>(325,897)</b>	<b>(240,418)</b>	<b>(174,607)</b>		

## Parks & Recreation Department

The City of Orting Parks & Recreation mission is to provide quality recreation opportunities, as well as access to welcoming parks, trails, and open spaces, in order to strengthen the sense of community within Orting and promote connection with the outdoors. Orting is a family-oriented city that thrives in part due to its frequent community events, recreation programs, and outdoor recreation opportunities.

Our recreation programs aim to enhance and enrich the lives of *all* of our community members. 2024 has been filled with the continuation of successful programs like youth dance and soccer, youth summer day camp, youth and adult arts and crafts classes, and adult fitness and line dancing classes.



We've also added new programs such as our playgroup program for kids up to 6 years old, Wiggles & Giggles movement class for ages 3-5, and Youth Music class for ages 2-5.

The youth soccer program continues to thrive, with 130+ participants each season in the Spring and Fall. Our dance program continues to be a popular program and maintains its offerings for ages three through adult. The summer day camp program was offered for two full weeks this summer (Monday-Friday), providing an affordable summer childcare option for Orting

families, while simultaneously highlighting beautiful Orting Parks and the Multipurpose Center facility. We look forward to continuing and expanding our holiday-themed programs in 2024 and 2025, including the very successful "Cookies with Mrs. Claus" event and a Holiday family movie night at the Multipurpose Center.

Our vision as we look toward 2025 is to continue our successful existing programs, as well as expand and improve newer programs like our summer youth day camp and holiday events and programs. Having funds specifically allotted toward these newer programs will allow us to keep enrollment costs low, enabling individuals and families to more easily and frequently participate in our recreation programs. We want all of our community members to have the option to participate in our recreation programming, and additional funding supports this goal.

Events in Orting continue to thrive in 2024! This year has seen the continuation of city-sponsored and city-organized events like the Daffodil Festival and Parade, Orting Valley Farmers Market, 4<sup>th</sup> of July Festival, Orting Rock Festival, Touch-a-Truck event, Summerfest, Red Hat Days Festival, the Harvest Festival (formerly Pumpkin Fest), and Home for the Holidays Festival. Other community events organized by local businesses and organizations such as the Chocolate Stroll and Wellness Moon Night Markets have continued this year as well. We also brought back the city-organized Movies in the Park event this summer, offering two free movies in the park, one in July and one in August.

For events in 2025, our vision is to continue to support events that foster community connections and highlight Orting’s history, as well as improve and expand city-organized events like the Daffodil Festival, 4<sup>th</sup> of July Festival, Touch-a-Truck event, Movies in the Park, and Home for the Holidays Festival. Additional funding for city-organized special events will allow for the purchase of important marketing materials such as banners, as well as entertainment like performers and musicians, which the community has grown to enjoy at city-organized events.



We are always open to new program and event ideas! We encourage community members to reach out if they have an idea for a recreation program or local event that we currently do not offer. We have also acquired some community members to serve as recreation instructors and volunteers, which has greatly enhanced our recreation offerings for 2024 and 2025.

The following table represents a summary of the Parks and Recreation department since 2023 along budget amounts for 2025:

<b>Parks &amp; Recreation</b>	2022	2023	2024	2025	Change from 2024	
<b>Revenues</b>	Actual	Actual	as of 8.31.24	Budget	\$	%
New Requests	-	-	-	-		
Activities	45,865	61,791	48,402	55,750	9,250	19.1%
Rentals	43,241	84,413	63,535	75,800	3,000	4.7%
<b>Total Revenue</b>	<b>89,106</b>	<b>146,204</b>	<b>111,937</b>	<b>131,550</b>	<b>12,250</b>	<b>23.8%</b>
<b>Expenses</b>						
Deposits & Refunds	200	12,160	9,625	12,000	6,000	12.0%
Wages	50,923	72,373	49,511	78,150	5,944	50.9%
Benefits	12,142	17,879	12,714	23,052	6,471	-164.0%
Supplies	54,329	34,467	12,438	25,950	(20,400)	99.5%
Services	8,720	2,385	12,269	18,310	12,203	10.6%
<b>Total Expenses</b>	<b>126,314</b>	<b>139,263</b>	<b>96,558</b>	<b>157,462</b>	<b>10,218</b>	<b>13.2%</b>
<b>Net Rev-Exp</b>	<b>(37,208)</b>	<b>6,940</b>	<b>15,380</b>	<b>(25,912)</b>	<b>2,032</b>	



# Tourism Fund

The tourism fund receives revenue via a tax on overnight accommodation within the City.

Since we do not have any hotels or motels within the city, this revenue is derived via room or house sharing platforms like Vacation Rental by Owner or Airbnb.

The money this fund receives can only be used to support tourism within Orting.



The following table represents a summary of revenues and expenses since 2023 including the 2025 budget:

Tourism	2022	2023	2024	2024	2025	Change from 2024	
Revenues	Actual	Actual	Budget	as of 8.31.24	Budget	\$	%
Taxes	753	4,982	440	2,813	2,000	1,560	354.5%
Miscellaneous	93	196	70	121	70	0	0.0%
<b>Total Revenue</b>	<b>846</b>	<b>5,178</b>	<b>510</b>	<b>2,934</b>	<b>2,070</b>	<b>1,560</b>	<b>305.9%</b>
<b>Expenditures</b>							
Supplies	-	-	-	-	-	0	0.0%
Services	-	-	9,000	-	9,000	0	0.0%
Services	-	-	-	-	-	0	0.0%
<b>Total Expenses</b>	<b>-</b>	<b>-</b>	<b>9,000</b>	<b>-</b>	<b>9,000</b>	<b>0</b>	<b>0.0%</b>
<b>Rev-Exp</b>	<b>846</b>	<b>5,178</b>	<b>(8,490)</b>	<b>2,934</b>	<b>(6,930)</b>	<b>1,560</b>	

## Housing Fund

In 2023 council imposed a 0.1% sales tax on Orting residents to pay for new units of affordable housing or behavioral health facilities. While our councils typically shy away from imposing new or increasing existing taxes, without Orting imposing this, Pierce County would have imposed it and would have controlled how the funds are used. Revenue started being collected over the summer period, and it is estimated that we will collect about \$130 thousand in 2025. Council appointed an ad-hoc committee to work through options to spend this funding, and council authorized a consultant to complete a needs assessment as well as put together a set of options for spending the funds.

Housing Revenues	2022 Actual	2023 Actual	2024 Budget	2024 as of 8.31.24	2025 Budget	Change from 2024	
						\$	%
Taxes	-	40,583	130,000	80,493	100,000	-30,000	-23.1%
Intergovernmental	-	-	-	-	-	0	0.0%
Miscellaneous	-	274	50	2,255	50	0	0.0%
<b>Total Revenue</b>	-	<b>40,857</b>	<b>130,050</b>	<b>82,748</b>	<b>100,050</b>	<b>(30,000)</b>	<b>-23.1%</b>
<b>Expenditures</b>							
Services	-	-	-	-	-	0	0.0%
CAPEX	-	-	130,000	-	220,000	90,000	69.2%
<b>Total Expenses</b>	-	-	<b>130,000</b>	-	<b>220,000</b>	<b>90,000</b>	<b>69.2%</b>
<b>Rev-Exp</b>	-	<b>40,857</b>	<b>50</b>	<b>82,748</b>	<b>(119,950)</b>		

## Transportation Impact Fee Fund

Transportation Impact Fees are charged on all new construction within Orting based on their marginal impact to traffic. These funds are used on expanding existing infrastructure or new infrastructure. We budget for these fees based on how many new houses we anticipate being constructed for 2025.

For the 2025 budget the Transportation Impact fund will support the Whitehawk Bypass project.



Below is a summary of the revenues and expenses of this fund since 2023 along with our 2025 budgeted amounts:

Transportation Impact	2022	2023	2024	2024	2025	Change from 2024	
Revenues	Actual	Actual	Budget	as of 8.31.24	Budget	\$	%
Intergovernmental	-	-	-	-	-	0	0.0%
Goods and Services	49,450	-	5,000	6,447	73,066	68,066	1361.3%
Miscellaneous	3,856	9,212	2,100	6,298	2,100	0	0.0%
<b>Total Revenue</b>	<b>53,305</b>	<b>9,212</b>	<b>7,100</b>	<b>12,745</b>	<b>75,166</b>	<b>68,066</b>	<b>958.7%</b>
<b>Expenditures</b>							
Services	-	-	-	-	-	0	0.0%
CAPEX	-	-	400,000	-	400,000	0	0.0%
<b>Total Expenses</b>	<b>-</b>	<b>-</b>	<b>400,000</b>	<b>-</b>	<b>400,000</b>	<b>0</b>	<b>0.0%</b>
<b>Rev-Exp</b>	<b>53,305</b>	<b>9,212</b>	<b>(392,900)</b>	<b>12,745</b>	<b>(324,834)</b>	<b>68,066</b>	

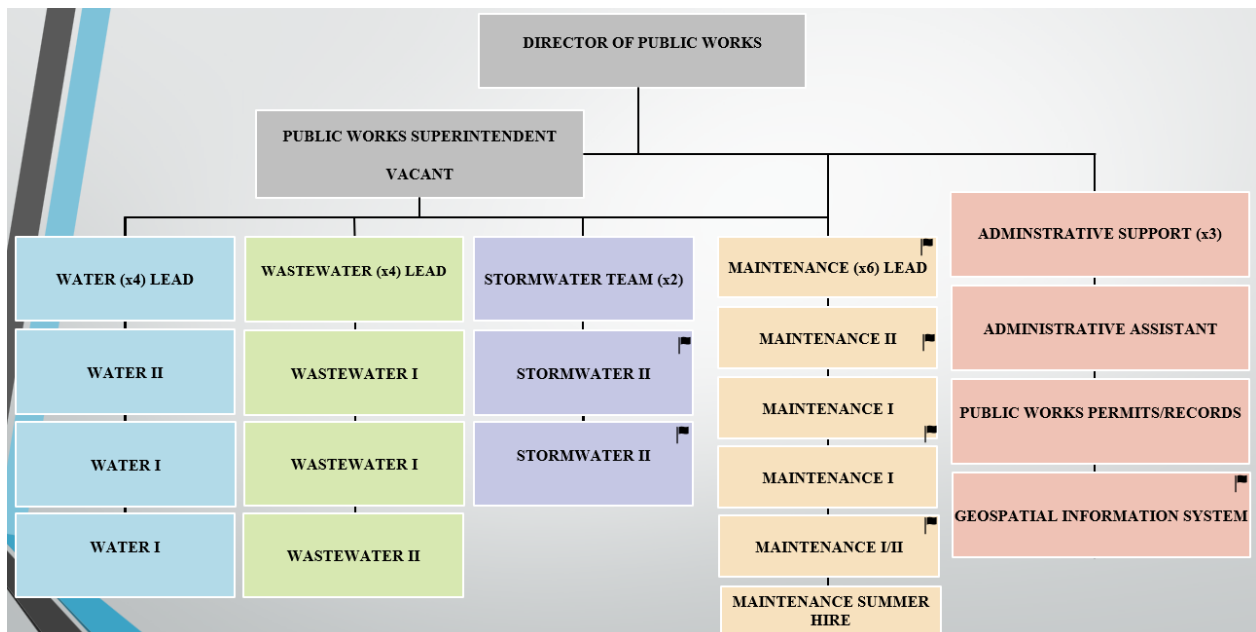
## Public Works



The Public Works Department manages and maintains the city's cemetery, parks, streets (including the Transportation Benefit District), Water System, Water Resource Recovery Facility and Collection System, as well as the Stormwater Collection System and retention ponds. It has the largest staff and budget in the city.

The department is organized into several teams, as shown in the organizational chart below.

Over the past two years, Public Works has experienced several leadership changes, resulting in a refreshed mission, vision, core values, and operating principles to guide staff in daily operations and long-term planning.



### **Public Works Mission**

*Our Mission is to provide the residents, businesses, and visitors of Orting with high quality, efficient, and responsive public services in the areas of transportation, utilities systems, capital investments, and environmental features enhancing our charming family-oriented community now and into the future.*

### **Public Works Vision**

*Commitment to our mission enhances the quality of life, promotes opportunities for all to live, work, play and do business, while we strive to continuously improve our operations to provide a safe and sustainable environment through Integrity, Teamwork, Customer Service, and Initiative.*

### **Core Values and Operating Principles**

*Integrity: We dedicate ourselves to the highest levels of ethical and professional conduct in serving our community and working with others. We are personally responsible and accountable for doing what we have been entrusted to do...serve our community through our services and sharing our efforts often.*

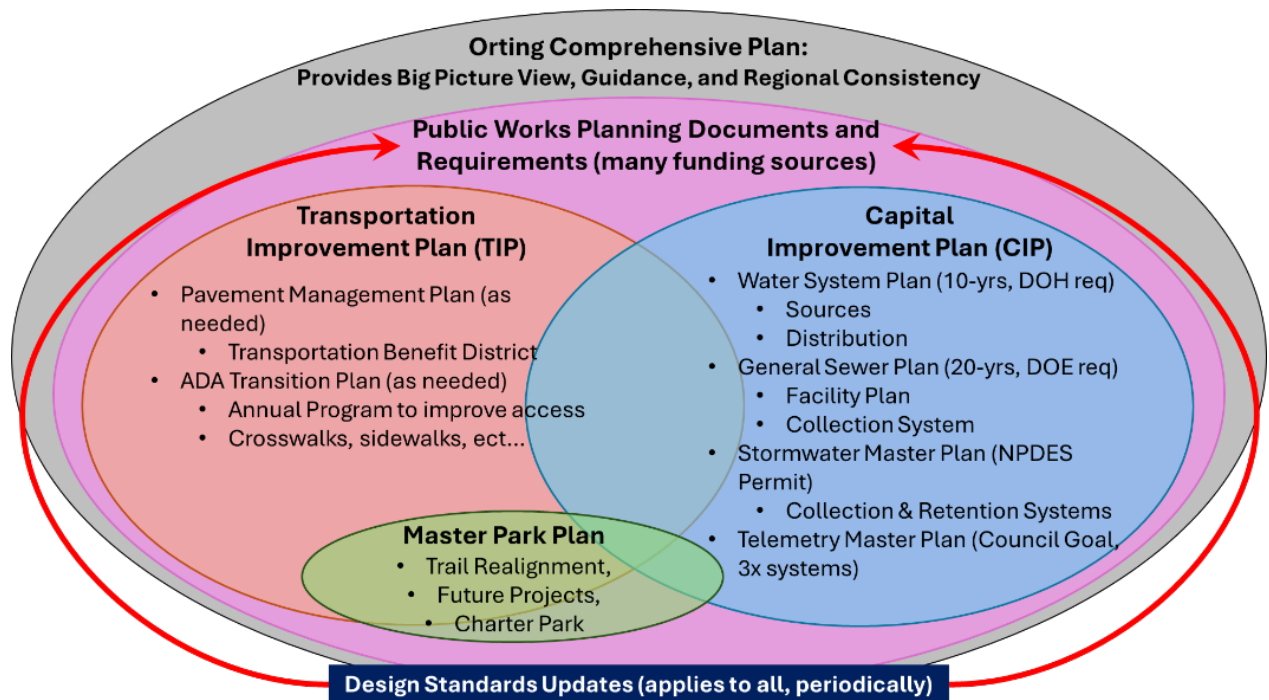
*Teamwork: We build organizational strength through cooperation and collaboration with all community members, city staff and families. We respect and value the differences of others and realize taking diversity into consideration leads to cohesiveness, unity, and a much stronger community.*

*Customer Service: We measure the quality of our services by the satisfaction of those we serve. We do whatever it takes to get the job done for the community we serve and are dedicated to delivering the highest quality, fiscally responsible, friendly, and responsive services. We aim to excel in all that we do and continually strive to do better.*

*Initiative: We accept change as an opportunity to innovate and find better ways to accomplish our mission. We are open, flexible, and adaptable to changing priorities, strategies, procedures, and methods. We strive to continuously educate ourselves to stay at the cutting edge of knowledge and enhance our interpersonal communications.*

## **Public Works Planning Lifecycle**

The leadership changes in Public Works have launched a renewed planning effort in 2024, continuing into 2025. The graphic below illustrates how our department's planning aligns with the Comprehensive Plan and regional partners in Western Washington, such as the State's Growth Management Act, Puget Sound Regional Council, and Pierce County Regional Council's Transportation Coordinating Committee. Each year, we generate a new 6-year Transportation Improvement Plan (TIP) and Capital Improvement Plan (CIP) using data from these efforts. A key component of planning is ensuring that the city's design standards for projects, construction, building modifications, utilities, and pavement are up to date, ensuring consistency across all infrastructure.



## Public Works Capital Update

As part of the leadership changes and process improvements, we continue to enhance internal skills and reduce reliance on outside vendors where feasible. In 2024, the budget enabled us to replace two vehicles (Wastewater and Water), purchase a new forklift to support all departments, including future biosolids handling processes, and acquire a new zero-turn lawn mower and replacement tilt-deck trailer for park, athletic field, and cemetery maintenance. Additionally, staff completed the installation of the remaining Public Works building garage doors to better protect equipment from the elements. We also made significant progress in developing and funding various plans for completion in 2025, including the Emergency Evacuation Bridge Construction.

In 2025, we will continue to expand our internal capabilities through capital equipment purchases, reducing the need for outsourced services for the next 15 years. These purchases include:

- **Vector Truck:** For Water, Wastewater, and Stormwater staff to clean stormwater catch basins and sewer manholes, jet and clean lines, maintain lift stations, perform hydro-excavation, and conduct utility locates and repairs.
- **Street Sweeper:** To replace the aging sweeper and ensure compliance with the National Pollutant Discharge Elimination System (NPDES) permit, while improving response to illicit discharge and spills. Much of the funding will be reimbursed through the Pierce County Flood Control Zone District Opportunity Fund.



- Multiuse Vehicle:** To replace the aging bucket truck and nifty lift, this vehicle can reach 50 feet high and 30 feet around, enabling staff to change banners, address tree issues across the city and its facilities, the cemetery, wellhead protection areas, stormwater ponds and levee vegetation maintenance. This will significantly reduce the need for contract support and enhance safety for staff and the public.



Likewise, Public Works staff will be central to the technical considerations and operational experience vital to shepherding the completion of the following plans and projects, some of which were approved in the 2024 budget but not yet completed:

2024 Capital Projects Approved by Council (carried into 2025 Budget)
On-Site Chlorine Generation System
Utility Rate Study at the conclusion of All Plans for Water, Wastewater, Stormwater)
Stormwater Master Plan
General Sewer Plan
Comprehensive Water System Plan Update (DOH requirements, Assets Conditions, Risk and Resilience Assessment, Emergency Resposne Plan)
Hwy 162 Emergency Evacuation Bridge Construction Contract
Hwy 162 Emergency Evacuation Bridge Construction Management Contract
WRRF Biosolids Handling Facility Design

2025 Capital Projects Budget Requests
City Standards Update
Telemetry Master Plan (2024 Council Goal - Water, Wastewater, Stormwater, ect...)
Well 2 Rehabilitation Design
Rainer Meadows Liftstation Grinder or Grinder Pumps
Hwy 162 Emergency Evacuation Bridge Electrical Pole Relocation
WSDOT - Hwy 162 Fish Passage Upgrade x2 sites - Water
WSDOT - Hwy 162 and Orville Road Roundabout - Water
In Situ Sludge Reduction - Wastewater
ADA Compliance Program
WRRF Biosolids Handling Facility Construction (pending design completion)

Each Public Works funding source will be explained in detail, starting with general funds followed by enterprise funds. Enterprise funds are more sustainable and consistent because they are supported by utility rates and monthly billings to ratepayers for services. In contrast, general funds are less predictable and sustainable due to their reliance on taxes and other variable revenue sources.

## Cemetery

This department falls under the Maintenance Staff and serves individuals planning their future resting place, families arranging interments, and visitors paying respects to loved ones.

The Cemetery:

- Assists individuals with future planning.
- Helps families and friends make arrangements for loved ones who have passed.
- Offers a variety of options, including plot choices and columbarium niches.
- Maintains peaceful and beautiful grounds.

In 2024, the city began installing an underground irrigation system, which will continue until completion. This project is primarily funded by the previous sale of unused cemetery property. Once finished, the irrigation system will reduce the staff time currently spent relocating above-ground irrigation for maintenance activities.

The table below summarizes the cemetery's revenues and expenses since 2023, along with the 2025 budget projections. Cemetery lot and niche sales are expected to remain slow, and we anticipate transferring approximately \$30,000 from the general fund to balance revenues and expenses.

Cemetery	2022	2023	2024	2024	2025	Change from 2024	
Revenues	Actual	Actual	Budget	as of 8.31.24	Budget	\$	%
Goods and Services	59,253	44,866	33,700	28,070	27,650	-6,050	-18.0%
Miscellaneous	1,198	3,508	750	1,331	750	0	0.0%
Nonrevenues	-	-	-	-	-	0	0.0%
Transfers	-	48,000	30,000	-	35,000	5,000	16.7%
<b>Total Revenue</b>	<b>60,451</b>	<b>96,374</b>	<b>64,450</b>	<b>29,400</b>	<b>63,400</b>	<b>(1,050)</b>	
<b>Expenditures</b>							
Salaries and Wages	32,740	26,420	18,409	14,900	28,250	9,841	53.5%
Personnel Benefits	14,818	9,920	10,573	5,217	12,843	2,270	21.5%
Supplies	4,076	2,024	2,925	2,165	3,150	225	7.7%
Services	39,211	40,389	32,360	24,711	39,465	7,105	22.0%
CAPEX	10,172	13,559	25,900	187	20,000	-5,900	-22.8%
Debt Principal	-	-	-	-	-	0	0.0%
Debt Interest	-	-	-	-	-	0	0.0%
Transfers	-	-	-	-	-	0	0.0%
<b>Total Expenses</b>	<b>101,017</b>	<b>92,313</b>	<b>90,167</b>	<b>47,180</b>	<b>103,708</b>	<b>13,541</b>	<b>15.0%</b>
Rev-Exp	(40,566)	4,061	(25,717)	(17,780)	(40,308)		



## Parks



The Maintenance Department oversees the city's parks, cemetery, and streets (transportation network). The city provides various facilities that support recreation, health, economic development, community engagement, and overall quality of life. This department also develops long-range plans for future projects through the Master Park Plan, focusing on buildings, park upgrades, and trails. Additionally, the parks department supports numerous events through daily maintenance and facility management, including:

- Grounds maintenance by staff and contractors (April to September)
- Cleaning and upkeep of park facilities and athletic fields
- Inspecting and maintaining playground equipment
- Maintaining the Foothill Trail within city limits



The completed Master Park Plan will guide the planning and execution of park improvements. The plan aims to enhance accessibility, resolve parking issues, create continuity between different park sections, and plan for future expansions. It also positions the city to be more competitive for grants to fund these improvements. Some aspects of the plan are already underway, with staff securing grant funding for trail realignment, collaborating with developers on in-kind improvements in Charter Park, and the

Washington National Guard troop training project to construct the Charter Park Bathroom (scheduled completion in 2025).

The table below summarizes revenues and expenses since 2022, along with the 2025 budget projections:

Parks Revenues	2022 Actual	2023 Actual	2024 Budget	2024 as of 8.31.24	2025 Budget	Change from 2024	
						\$	%
Taxes	536,411	119,784	100,000	78,961	100,000	0	0.0%
Intergovernmental	194,000	-	-	-	150,885	150,885	0.0%
Goods and Services	18,269	-	5,000	2,490	50,728	45,728	914.6%
Miscellaneous	15,142	40,089	11,300	25,728	14,500	3,200	28.3%
<b>Total Revenue</b>	<b>763,821</b>	<b>159,873</b>	<b>116,300</b>	<b>107,179</b>	<b>316,113</b>	<b>199,813</b>	<b>171.8%</b>
<b>Expenditures</b>							
Adjustments	-	(5,907)	-	-	-	0	0.0%
Salaries and Wages	121,741	203,968	110,199	139,801	164,580	54,381	49.3%
Personnel Benefits	58,055	77,063	56,825	29,088	74,565	17,741	31.2%
Supplies	13,892	14,603	26,500	21,666	52,550	26,050	98.3%
Services	137,472	119,104	126,426	83,026	125,925	-501	-0.4%
CAPEX	12,457	58,264	159,550	177,391	184,434	24,884	15.6%
Leases	-	1,024	440	418	1,522	1,082	245.8%
Transfers	-	-	-	-	-	0	0.0%
<b>Total Expenses</b>	<b>343,617</b>	<b>468,120.15</b>	<b>479,940.14</b>	<b>451,391.08</b>	<b>603,576.85</b>	<b>123,636.71</b>	<b>440%</b>
Rev-Exp	420,204	(308,247)	(363,640)	(344,212)	(287,464)		



## Streets

The same staff who maintain the parks and cemetery also manage the streets. The Street Operating Fund, overseen by Public Works and sourced from the general fund, supports the maintenance of 31.72 miles of residential streets, city-owned sidewalks, curbs, gutters, and other transportation-related activities. Staff also inspect and address sidewalk issues in accordance with the municipal code.

Common maintenance activities include:

- Thermal plastic and repainting of street markings
- Street Sweeping
- Snow & ice removal
- Ditch cleaning; landscaping, noxious weed control
- Street tree pruning
- Grading gravel alleyways & shoulders
- Sign maintenance & replacement
- Filling potholes by placing asphalt, cold mix (temporary)
- Crack sealing
- Construction and improvement of all non-arterial streets and alleyways



In 2024, the City Council approved the construction and management contracts for the Pedestrian Emergency Evacuation Bridge. Groundbreaking is expected in Fall 2024, with completion anticipated by early 2026. The project is funded mostly by the state, and the Street Fund currently holds a significant sum earmarked for construction activities.

For 2025 the Streets fund will continue working on designs of the Whitehawk Bypass and updating the city standards for transportation. This project will allow traffic that is passing through town to flow more easily and ease congestion. We also anticipate entering the construction phase for the Kansas Street Roadway Improvements Project to replace the street, water and storm lines, sidewalks, streetlights, and other improvements to traffic flow for residents and commuters. We also secured a \$49,000 grant from the State Transportation Improvement Board (TIB) to replace 140 existing streetlights with LED fixtures.

The following table summarizes the revenues and expenses of the Streets fund since 2023 and shows the 2025 budgeted amounts:

Streets Revenues	2022 Actual	2023 Actual	2024 Budget	2024 as of 8.31.24	2025 Budget	Change from 2024	
						\$	%
Intergovernmental	260,864	362,279	6,174,000	187,396.80	13,156,000	6,982,000	113.1%
Goods and Services	-	28,089	-	12,376.66	3,000	3,000	0.0%
Miscellaneous	39,882	68,901	55,200	44,123.31	56,000	800	1.4%
Nonrevenues	-	-	-	0.00	-	0	0.0%
Transfers	-	-	2,200,000	0.00	-	-2,200,000	-100.0%
Other	-	-	-	-	-	0	0.0%
<b>Total Revenue</b>	<b>716,445</b>	<b>459,269</b>	<b>8,429,200</b>	<b>243,896.77</b>	<b>13,215,000</b>	<b>4,785,800</b>	
<b>Expenditures</b>							
Salaries and Wages	107,937	100,787	99,053	85,595	123,971	24,918	25.2%
Personnel Benefits	40,264	33,561	43,895	24,039	52,264	8,369	19.1%
Supplies	12,402	18,753	24,000	29,983	44,500	20,500	85.4%
Services	444,667	303,602	231,770	155,715	172,588	-59,182	-25.5%
CAPEX	96,547	246,906	9,689,700	202,142	12,950,211	3,260,511	33.6%
Debt Principal	-	1,024	440	418	1,083	643	146.2%
Debt Interest	-	-	-	-	-	0	0.0%
Transfers	-	-	-	-	-	0	0.0%
Other	-	121	-	-	-	0	0.0%
<b>Total Expenses</b>	<b>701,818</b>	<b>704,755.13</b>	<b>10,088,858</b>	<b>497,892.34</b>	<b>13,344,616.91</b>	<b>3,255,758.77</b>	
Rev-Exp	14,627	(245,486)	(1,659,658)	(253,996)	(129,617)		

## Transportation Benefit District

The Transportation Benefit District (TBD) was established to fund street and sidewalk maintenance. After a statewide initiative addressing vehicle tab fees, council reduced the TBD fee from \$20 to \$0. To guide development of the 6-year Transportation Improvement Plan (TIP), staff completed both the Pavement Management Plan and ADA Transition Plan. The TIP prioritizes preservation efforts by evaluating streets for chip seals or mill-and-overlay projects. Public Works aims to align multiple projects across enterprise funds to extend the life of the TBD account. In 2024, we chip sealed 5,000 feet of roadway at a cost of approximately \$105,000. However, limited funds remain, and enterprise funds can only cover a portion of roadway maintenance. We need Council's support to secure the long-term resources necessary to continue street preservation efforts.



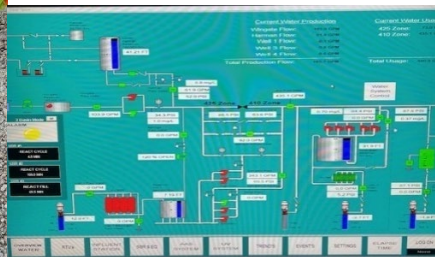
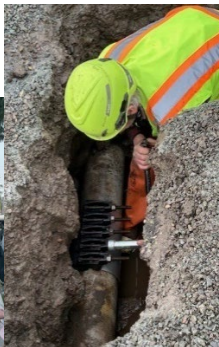
The table below summarizes expenses since 2023 and includes the 2025 budget:

TBD	2022	2023	2024	2024	2025	Change from 2024	
Revenues	Actual	Actual	Budget	as of 8.31.24	Budget	\$	%
Taxes	20	-	-	-	-	0	0.0%
Miscellaneous	4,634	12,282	2,950	7,664	2,950	0	0.0%
<b>Total Revenue</b>	<b>4,654</b>	<b>12,282</b>	<b>2,950</b>	<b>7,664</b>	<b>2,950</b>	<b>0</b>	<b>0.0%</b>
<b>Expenditures</b>							
Salaries and Wages	-	-	-	-	-	0	0.0%
Personnel Benefits	-	-	-	-	-	0	0.0%
Supplies	-	-	-	-	-	0	0.0%
Services	-	-	-	-	-	0	0.0%
CAPEX	36,616	9,538	240,000	100,237	214,000	-26,000	-10.8%
<b>Total Expenses</b>	<b>36,616</b>	<b>9,538</b>	<b>240,000</b>	<b>100,237</b>	<b>214,000</b>	<b>-26,000</b>	<b>-10.8%</b>
Rev-Exp	(31,962)	2,744	(237,050)	(92,573)	(211,050)		

## Water Fund – Enterprise Fund

The Public Works Water Department operates and maintains 45.12 miles of water mains, four wells, and two springs that serve over 3,200 residential and commercial users. The Finance Department manages customer service, accounting, utility billing, and fees. In addition to supplying water within the city, we also serve businesses and residences outside the city limits along Hwy 162 and Orville Rd.

In 2024, staff procured a new service truck to reduce travel time between work sites, speeding up repairs to service lines, wells, and chlorine pumps. A forklift was also purchased to assist with offloading pipes, valves, and treatment chemicals. Additionally, over 500 water meters were replaced, improving water use efficiency and accuracy. A full system flush of 4.2 million gallons helped reduce water loss to 11.9%, down from 17% in previous years—a significant step toward meeting the state’s 10% maximum. The meter replacement program has also expanded remote reading capabilities, reducing the time needed for meter reading.



We also began updating the Comprehensive Water System Plan, the first since 2009. The plan includes a Risk and Resilience Assessment and an Emergency Response Plan and will guide the next 10 years of improvements, providing detailed asset condition data in civil, mechanical, electrical, and telemetry fields. Many 2024 projects will extend into 2025 due to outside agency timelines. The CIP outlines several key projects for 2025 execution below:

2024 Capital Projects Approved by Council (carried into 2025 Budget)
On-Site Chlorine Generation System
Utility Rate Study at the conclusion of All Plans for Water, Wastewater, Stormwater)
Comprehensive Water System Plan Update (DOH requirements, Assets Conditions, Risk and Resilience Assessment, Emergency Resposne Plan)
WSDOT - Hwy 162 Fish Passage Upgrade x2 sites - Water
WSDOT - Hwy 162 and Orville Road Roundabout - Water

2025 Capital Projects Budget Requests
City Standards Update
Telemetry Master Plan (2024 Council Goal - Water, Wastewater, Stormwater, ect...)
Well 2 Rehabilitation Design
WSDOT - Hwy 162 Fish Passage Upgrade x2 sites - Water
WSDOT - Hwy 162 and Orville Road Roundabout - Water

Below contains a summary of the revenues and expenses since 2022 along with the 2025 budget amounts:

Water Revenues	2022 Actual	2023 Actual	2024 Budget	2024 as of 8.31.24	2025 Budget	Change from 2024	
						\$	%
Goods and Services	2,284,008	2,406,675	2,327,800	1,585,284	2,648,999	321,199	13.8%
Fines and Penalties	48,750	37,050	30,000	33,479	30,000	0	0.0%
Miscellaneous	37,675	125,302	27,500	94,925	27,000	-500	-1.8%
Other	-	-	-	-	210,000	210,000	0.0%
<b>Total Revenue</b>	<b>2,370,434</b>	<b>2,569,027</b>	<b>2,385,300</b>	<b>1,713,688</b>	<b>2,915,999</b>	<b>530,699</b>	<b>22.2%</b>

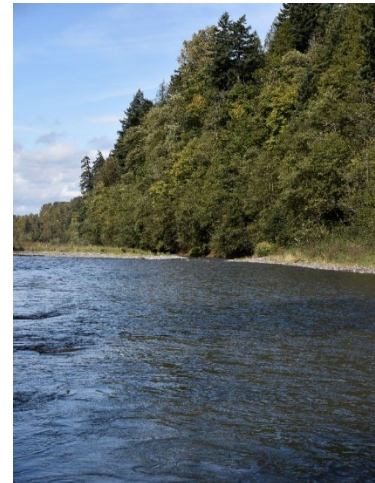
Expenditures							
	2022 Actual	2023 Actual	2024 Budget	2024 as of 8.31.24	2025 Budget	Change from 2024	
						\$	%
Salaries and Wages	566,097	618,512	844,429	488,419	841,070	-3,359	-0.4%
Personnel Benefits	210,785	209,867	355,189	201,394	396,557	41,367	11.6%
Supplies	66,803	81,620	82,500	95,173	148,500	66,000	80.0%
Services	541,158	793,488	641,878	403,874	645,736	3,858	0.6%
CAPEX	84,711	209,488	1,971,100	194,958	1,946,342	-24,758	-1.3%
Debt Principal	163,822	179,371	168,840	5,285	177,431	8,591	5.1%
Debt Interest	19,659	17,201	20,000	-	12,300	-7,700	-38.5%
Transfers	-	-	-	-	-	0	0.0%
Other	-	(1,041)	-	-	-	0	0.0%
<b>Total Expenses</b>	<b>1,653,034</b>	<b>2,108,505.50</b>	<b>4,083,936</b>	<b>1,389,103.00</b>	<b>4,167,935</b>	<b>83,999</b>	<b>2.1%</b>
<b>Rev-Exp</b>	<b>717,399</b>	<b>460,522</b>	<b>(1,698,636)</b>	<b>324,585</b>	<b>(1,251,936)</b>	<b>446,700</b>	

## Water Resource Recovery Fund – Enterprise Fund



The Public Works Wastewater Department consists of four members who operate and maintain the Water Resource Recovery Facility, a 39.44-mile wastewater collection system and 5 lift stations pumping wastewater to a higher elevation. Like the water fund, the Finance Department manages the customer service and accounting processes. Most businesses and residences in Orting are connected to the collection system, and the utility also serves a number of businesses and residences outside city limits, including the High Cedars neighborhood North of the city.

The Water Resource Recovery fund balance has been building to support the design and eventual construction of a Biosolids Handling Facility which will address 50% of the waste stream and generate fertilizer safe for residential or farming application. The design is targeted to be completed mid-2025, with the construction award by late 2025. At the same time, we are continuing to update the General Sewer Plan through the Department of Ecology, which will allow us to pursue additional funding sources for future projects in 2025 or later.



2024 Capital Projects Approved by Council (carried into 2025 Budget)
Utility Rate Study at the conclusion of All Plans for Water, Wastewater, Stormwater)
WRRF Biosolids Handling Facility Design
General Sewer Plan

2025 Capital Projects Budget Requests
City Standards Update
Telemetry Master Plan (2024 Council Goal - Water, Wastewater, Stormwater, ect...)
Rainer Meadows Liftstation Grinder or Grinder Pumps
In Situ Sludge Reduction - Wastewater
WRRF Biosolids Handling Facility Construction (pending design completion)



Below is a table that summarizes the revenues and expenses of the sewer fund since 2022 along with the 2025 budget amounts:

Water Resource Recovery	2022	2023	2024	2024	2025	Change from 2024	
Revenues	Actual	Actual	Budget	as of 8.31.24	Budget	\$	%
Goods and Services	2,705,665	2,918,040	2,737,000	2,116,108	3,240,988	503,988	18.4%
Fines and Penalties		7,499	-	12,487	9,000	9,000	0.0%
Miscellaneous	136,821	424,839	98,000	295,158	98,000	0	0.0%
Nonrevenues	-	-	-	-	-	0	0.0%
Transfers	-	-	-	-	-	0	0.0%
Other	-	-	1,250,000	-	5,000,000	3,750,000	300.0%
<b>Total Revenue</b>	<b>2,842,486</b>	<b>3,350,377</b>	<b>4,085,000</b>	<b>2,423,753</b>	<b>8,347,988</b>	<b>4,262,988</b>	<b>104.4%</b>
<b>Expenditures</b>							
Salaries and Wages	536,363	571,726	685,338	456,720	769,356	84,018	12.3%
Personnel Benefits	197,502	197,859	272,356	169,480	330,231	57,876	21.3%
Supplies	90,994	83,592	89,500	64,914	182,000	92,500	103.4%
Services	1,164,176	816,441	821,573	653,318	568,242	-253,330	-30.8%
CAPEX	1,181,419	163,560	1,666,300	278,554	8,299,165	6,632,865	398.1%
Debt Principal	-	7,606	4,840	5,285	13,418	8,578	177.2%
Debt Interest	-	-	-	-	-	0	0.0%
Transfers	-	-	-	-	-	0	0.0%
Other	-	-	-	-	-	0	0.0%
<b>Total Expenses</b>	<b>3,170,453</b>	<b>1,840,785.55</b>	<b>3,539,906</b>	<b>1,628,271.95</b>	<b>10,162,413</b>	<b>6,622,506</b>	<b>187.1%</b>
Rev-Exp	(327,968)	1,509,592	545,094	795,481	(1,814,425)	(2,359,519)	

## Stormwater Fund – Enterprise Fund

Orting is nestled between two rivers with limited groundwater table in winter, making stormwater Public Works Department manages a 41.1-mile conveyance system, a pump station, 22 retention supports the county in maintaining several levees. The oversees customer service and accounting for the

Our goal is to keep waterways pollutant-free and National Pollutant Discharge Elimination System Wolfe Setback Levee, constructed in 2013-2014, is approaching its final wetland recreation evaluation in 2025, which would conclude annual invasive species mitigation efforts. To meet increasing regulatory compliance and improve system maintenance, we aim to add a stormwater supervisor, a role currently overseen by administrative staff.

The table below summarizes revenues and expenses since 2023 and includes 2025 budget projections.



access roads and a high management essential. The stormwater collection and ponds, riparian areas, and Finance Department stormwater fund.

comply with the 2024-2029 (NPDES) permit. The Ken

Stormwater	2022 Actual	2023 Actual	2024 Budget	2024 as of 8.31.24	2025 Budget	Change from 2024	
						\$	%
Intergovernmental	91,466	75,000	275,000	-	253,000	-22,000	-8.0%
Goods and Services	1,035,531	1,078,677	1,125,000	757,988	1,181,120	56,120	5.0%
Fines and Penalties		1,863	-	7,649	5,000	5,000	0.0%
Miscellaneous	31,877	112,400	25,000	71,846	25,000	0	0.0%
Transfers	-	-	-	-	-	0	0.0%
Other	-	-	-	-	-	0	0.0%
<b>Total Revenue</b>	<b>1,158,874</b>	<b>1,267,940</b>	<b>1,425,000</b>	<b>837,483</b>	<b>1,464,120</b>	<b>39,120</b>	<b>2.7%</b>
<b>Expenditures</b>							
Salaries and Wages	317,692.63	309,938.62	469,460.63	273,905.33	606,073.70	136,613	29.1%
Personnel Benefits	120,964.79	105,549.66	202,538.08	108,270.87	258,956.50	56,418	27.9%
Supplies	32,598.52	32,876.09	26,000.00	19,662.62	27,500.00	1,500	5.8%
Services	310,725.52	207,747.65	456,647.98	155,043.22	339,749.82	-116,898	-25.6%
CAPEX	84,175.17	954,549.30	2,062,200.00	15,296.98	1,500,690.00	-561,510	-27.2%
Debt Principal	0.00	12,327.41	4,840.00	5,285.37	9,549.25	4,709	97.3%
Debt Interest	0.00	0.00	0.00	0.00	0.00	0	0.0%
Transfers	0.00	0.00	0.00	0.00	0.00	0	0.0%
Other	0.00	(568.43)	0.00	0.00	0.00	0	0.0%
<b>Total Expenses</b>	<b>866,156.63</b>	<b>1,622,420.30</b>	<b>3,221,686.69</b>	<b>577,464.39</b>	<b>2,742,519.27</b>	<b>(479,167.42)</b>	<b>-14.9%</b>
Rev-Exp	292,717	(354,480)	(1,796,687)	260,019	(1,278,400)		

# Appendix A: Capital Improvement Plan

See next page for Capital Improvement Plan.

Project #	Fund	Appendix A 2025-2030 Transportation Plan (TIP) & Capital Improvement Program (CIP) 7/17/24								Project Costs
		Transportation Improvement Program (TIP)								
Arterial Streets		2024	2025	2026	2027	2028	2029	2030		
1	101/401/408/410	Whitehawk Boulevard Extension (WBE) Design								\$ 11,910,000
1	101/401/408/410	WBE Right of Way		\$ 910,000						
1	101/401/408/410	WBE Construction Phase 1			\$ 5,500,000					
1	101/401/408/410	WBE Construction Phase 2				\$ 5,500,000				
1	101/401/408/410	WBE Construction Phase 3								
2	101/401/408/410	Kansas Street SW Reconstruction (KSR) Design								\$ 5,475,000
2	101/401/408/410	KSR Final Design		\$ 75,000						
2	101/401/408/410	KSR Reconstruction Design			\$ 1,400,000	\$ 4,000,000				
3	State Grant	SR 162 Emergency Evacuation Bridge (EEB) Design								\$ 9,000,000
3	State Grant	EEB Construction	\$ 3,000,000	\$ 6,000,000						
Street Preservation & Maintenance Program		2024	2025	2026	2027	2028	2029	2030		
4	101	Annual Pavement Preservation Program	\$ 120,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,135,832
4	101	Chip Seal - Stone St (Headley Ave to Mellinger Ave, 982 ft)	\$ 17,215							
4	101	Chip Seal - Eldredge Ave (Calistoga St to Kansas St, 3,313 ft)	\$ 54,515							
4	101	Chip Seal - Tacoma Ave	\$ 25,200							
4	101	Chief Emmons Ln NW Overlay (600 ft)	\$ 22,420							
4	101	Chip Seal - Olive Street (749 ft)	\$ 12,985							
4	101	Chip Seal - Whitehawk Blvd (Washington Ave to Orting Ave)		\$ 75,619						
4	101	Chip Seal - Calistoga St (Kansas St to Corrin Ave)		\$ 56,203						
4	101	Chip Seal - Tacoma Ave		\$ 25,200						
4	101	Overlay - Eldredge Ave (Whitesell St to Calistoga St)			\$ 63,000					
4	101	Overlay - Corrin Ave (Whitesell St to Bridge St)			\$ 179,000					
4	101	Reconstruction - Skinner Way (Calistoga St to Belfair Ave)				\$ 273,000				
4	101	Overlay - Anderson St (Williams St to Boatman Ave)				\$ 71,156				
4	101	Overlay - Deeded Lane (Calistoga St to Eldredge St)					\$ 145,000			
4	101	Orting Ave (Callendar St to Whitehawk Blvd)					\$ 44,988			
4	101	Overlay (Corrin Ave, S of Harman Way)					\$ 70,331			
Non-Motorized Projects		2024	2025	2026	2027	2028	2029	2030		
5	101	ADA Compliance Annual Program	\$ 50,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 440,000
5	101	Implement Programming								
Stormwater Capital Improvement Program		2024	2025	2026	2027	2028	2029	2030		
6	410	Village Green Outfall Design (completed)								
6	410	Village Green Outfall ROW		TBD	TBD	TBD	TBD	TBD	TBD	

\*Figure above omits Annual Pavement Preservation Program cost, from which individual projects will draw.

6	410	Village Green Outfall Construction									
6	410	Calistoga St W Storm / Kansas St SW Outfall Const.									
6	410	Kansas Street Stormwater Improvement		\$ 1,600,000							
6	410	Program: NPDES Stormwater Mgmt. Plan Updates		XXXXX	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 2,718,000
6	410	Planning Document: Stormwater Master Plan	\$ 66,000	\$ 67,000							
6	410	Equipment: Vactor Truck (all funds)		\$ 450,000							
6	410	Equipment: Street Sweeper (all funds)		\$ 260,000	XXXXX						
6	410	Equipment: Multipurpose Vehicle (all funds)		\$ 250,000		XXXXX					
<b>Water Capital Improvement Program</b>			<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>		
7	401	Well #2 Rehab (Treatment & Well) Design		\$500K							
7	401	Well #2 Rehab (Treatment & Well) Design			Const.						
7	401	Well #1 and Wingate Roof Coating		\$ 100,000							
7	401	SCADA System upgrade for Water - Master Plan (water/wastewater/storm)		\$ 175,000							
7	401	Security Upgrades - Video/Control Access (combine w/Telemetry Master Plan)					XXXXX	XXXX			
7	401	WSDOT Water Line Replacement per Franchise (lowering water lines)		\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000			
7	401	Water System Plan - Addendums		\$ 200,000							
7	401	Downtown Main Replacement Program		\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000			
7	401	Tacoma Inter-tie		Design / Construct							
7	401	Kansas Street Water Lines		Construct							
7	401	Water Tank Inspection, Cleaning, and Report (divers, 3 yr cycle)		Awt Quote			Awt Quote				\$ 2,195,000
7	401	Backup power for Wingate, Well #1, #3, and #4									
7	401	Wingate Reservoir & pump station upgrade					XXXXX	XXXXX			
7	401	Wingate Water Line Replacement - Design		XXXXX							
7	401	Wingate Water Line Replacement - Construction		XXXXX	XXXXX						
7	401	Capital Equipment									
7	401	Water Meter Upgrades and Replacement		\$ 30,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000			
7	401	Central Metering Technology - Remove?		\$ 100,000	\$ -	\$ -	\$ -	\$ -			
7	401	Chlorination System - Well #4 Upgrade									
7	401	WSDOT Franchise		XXXXX							
7	401	Water Line relocation: WSDOT\Fish Passage Upgrade		Unknown							
7	401	Water line relocation: Orville and SR162 (Rouche/Card Creek Crossing?)		Design	Const.						
<b>Sewer Capital Improvement Program</b>			<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>		
8	408	System Plan		XXXXX							

8	408	SCADA Sewer		\$ 175,000						\$ 20,845,000
8	408	WRRF/WWTP Upgrades Design (complete in 2024?)								
8	408	WRRF/WWTP Upgrades Construction		\$ 16,000,000	\$ 2,500,000					
8	408	Process Design			XXXXX					
8	408	Membrane Filtration Design			XXXXX	XXXXX				
8	408	Membrane Filtration Upgrade					XXXXX			
8	408	Lagoon Dredge		\$ 850,000						
8	408	Manhole Upgrades		XXXXX	XXXXX	XXXXX	XXXXX	XXXXX		
8	408	I&I Improvements Design			\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000		
8	408	I&I Improvements Construction			\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000		
<b>Parks Capital Improvement Program</b>			<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	
9	Rainier Meadows Developer	Pickleball/Tennis Courts								\$ -
9	Grant	Pickleball/Tennis Courts								
9	105	Parks Master Plan Design and Construction	XXXXX							\$ 1,435,000
9	PRSC Grant?	Realignment of Trail Design (\$23,000 in-kind)	\$ 175,000							
9	105	Realignment of Trail Construction	\$ -	\$ 1,260,000	\$ -	\$ -	\$ -			
9	105	Calistoga/Whitehawk Master Plan								
9	105	Whitehawk/Gratzer Park Complex Master Plan?								
9	105	Ground Cover	TBD	TBD	TBD	TBD	TBD			
9	\$ 105	Park Bathroom								
9	Grant	Pump Track								\$ 1,435,000
<b>Facilities Capital Improvement Program</b>			<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	
10	304	Develop Plan to Dispose of Old Facilities		TBD	TBD	TBD	TBD	TBD	TBD	\$ -
10	304	MPC/Library Window Replacement								
10	304	Old City Hall Roof								

Appendix B: 2023 Positions and Wages

See next page for Positions and Wages.

Appendix B

## 2025 Job Classifications and Pay Ranges

<u>Position</u>	<u>Range</u>	<u>Approved</u>		<u>Salary (Low &amp; High)</u>	
		<u>FTE Positions</u>	<u>Department</u>	<u>Low</u>	<u>High</u>
<b>Unrepresented Employees</b>					
City Administrator	51	1	GG	169,933.35	191,261.48
Finance Director	43	1	GG	134,146.95	150,983.58
Community Development Director/Planner	40	1	GG	122,763.47	138,171.36
City Clerk/Assistant City Administrator	39	1	GG	119,187.83	134,146.95
Administrative Assistant	21	1	GG	70,010.29	78,797.20
Events & Activities Coordinator	17	0.65	GG	40,432.10	45,506.69
HR Director	33	1	GG	99,817.93	112,345.96
Court Administrator	30	1	Court	91,347.55	102,812.47
Police Chief	48	1	Police	155,513.08	175,031.35
Capital Projects Manager	38	1	PW	115,716.34	130,239.76
City Engineer (PE)	43	1	PW	134,146.95	150,983.58
Public Works Director	43	1	PW	134,146.95	150,983.58
Deputy Public Works Director	36	1	PW	109,073.75	122,763.47
Emergency Management Coordinator	21	0.5	Police	35,005.14	39,398.60
Building Official	33	1	GG	99,817.93	112,345.96
GIS Technician	18	1	PW	64,069.33	72,110.60
Term Limited Landscape Maintenance	1	1	PW	38,763.00	43,628.10
5 positions at 81 hours					
Term Limited Recreational Staff	1	each	Parks & Rec	1,459.19	1,926.40
Office Assistant	10	1	GG	50,576.92	56,924.77
Supported Employment	1	0.2	PW	7,752.60	8,725.62
<b>Police Wages (Per CBA)</b>					
Officer	P24	7	Police	91,468.60	106,040.68
Detective	P26	1	Police	101,797.30	111,236.25
Lieutenant	P28	2	Police	121,950.31	121,950.31
<b>Public Works and Administrative Staff (Per CBA)</b>					
Sr. Accountant	21	1	GG	70,010.29	78,797.20
Accountant I	17	1	GG	62,203.23	70,010.29
Reception Clerk	10	1	GG	50,576.92	56,924.77
Permit & PW Support	17	1	GG	62,203.23	70,010.29
Court Clerk	16	0.5	GG	60,391.49	67,971.15
Admin Asst. PW	21	1	PW	70,010.29	78,797.20
Wastewater Plant Supervisor	35	1	PW	105,896.84	119,187.83
Water Plant Supervisor	27	1	PW	83,595.95	94,087.97
Storm Supervisor	26	1	PW	81,161.11	91,347.55
Maintenance Worker Lead	22	1	PW	72,110.60	81,161.11
Wastewater OIT	15	3	PW	58,632.51	65,991.41
Wastewater I	18	3	PW	64,069.33	72,110.60
Wastewater II	22	3	PW	72,110.60	81,161.11
Wastewater III	27	3	PW	83,595.95	94,087.97
Water OIT	15	3	PW	58,632.51	65,991.41
Water I	18	3	PW	64,069.33	72,110.60
Water II	22	3	PW	72,110.60	81,161.11
Water III	25	3	PW	78,797.20	88,686.94
Maintenance Worker I	15	4	PW	58,632.51	65,991.41
Maintenance Worker II	20	4	PW	67,971.15	76,502.13
Stormwater Worker I	16	2	PW	60,391.49	67,971.15
Stormwater Worker II	21	2	PW	70,010.29	78,797.20
Code Enforcement	24	0.75	GG	76,502.13	86,103.82
Police Records Clerk I	15	1	GG	58,632.51	65,991.41

~Positions with a box around their "FTE" represent a series of positions that can be hired, with the maximum number of employees employed for that series limited to the FTE approved in the budget.

\*Current non-represented staff will be paid no more than shown.



# Appendix C: New Requests

See next page for New Requests.

**Appendix C: Schedule of New Requests 2025**

	Priority	Clerk/Finance	Streets	Parks	Cemetery	Water	Sewer	Storm	Total
Stormwater Supervisor	1	-	-	-	-	-	-	140,250.00	140,250.00
City Standards	2	-	-	-	-	20,000.00	20,000.00	20,000.00	60,000.00
Vactor Truck	3	-	-	-	-	150,000.00	150,000.00	150,000.00	450,000.00
Sweeper (grant reimbursed 170K)	4	-	-	-	-	-	260,000.00	-	260,000.00
ADA Compliance Annual Program	5	-	30,000.00	-	-	-	-	-	30,000.00
Sludge Reduction Project	6	-	-	-	-	-	500,000.00	-	500,000.00
WSDOT Fish Passage Projects (2 Sites) Design	7	-	-	-	-	150,000.00	-	-	150,000.00
WSDOT 162 & Orville Rd Water Line Relocation Desig	8	-	-	-	-	150,000.00	-	-	150,000.00
Multipurpose Lift Vehicle	9	-	-	-	-	125,000.00	-	125,000.00	250,000.00
162 Pedestrian Bridge Pole Relocation	10	-	100,000.00	-	-	-	-	-	100,000.00
Lift Station Grinder Pump for Rainier Meadows	11	-	-	-	-	-	120,000.00	-	120,000.00
Well 2 Rehabilitation (Design)	12	-	-	-	-	500,000.00	-	-	500,000.00
Comprehensive Water System Plan Update*	13.1	-	-	-	-	343,717.16	-	-	343,717.16
Telemetry Master Plan*	13.2	-	-	-	-	197,625.00	197,625.00	29,750.00	425,000.00
General Sewer Plan*	13.3	-	-	-	-	-	200,000.00	-	200,000.00
Stormwater Master Plan*	13.4	-	-	-	-	-	-	135,940.00	135,940.00
Rate Study*	13.5	-	-	-	-	26,500.00	26,500.00	26,500.00	79,500.00
Onsite Chlorine Generation*	13.6	-	-	-	-	220,000.00	-	-	220,000.00
Administration Staffing	1	7,800.00	-	32,500.00	-	29,900.00	29,900.00	29,900.00	29,900.00
		<b>7,800.00</b>	<b>130,000.00</b>	<b>32,500.00</b>	<b>-</b>	<b>1,912,742.16</b>	<b>1,504,025.00</b>	<b>657,340.00</b>	<b>4,144,307.16</b>



## CITY OF ORTING BUDGET REQUEST

<b>Capital Item</b>	<b>X</b>	<b>Change in Staff</b>	<b>New Program</b>
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A budget request should be completed and submitted for any budget request. Please include all associated requests with your request including any additional capital costs that are associated with a new employee, for instance. Departments should prioritize their budget requests with "1" being the highest request, and no two requests within the same fund or department having the same priority number.

<b>Title:</b>		<b>Department:</b>		<b>Fund:</b>
Stormwater Lead		Public Works - Stormwater		Stormwater
<b>2025 Cost:</b>	<b>2026 Cost:</b>	<b>Priority: 1</b>	<b>Fund Priority: 1</b>	
\$140,250	\$144,450	<b>Department Contact:</b> Ryan McBee		

**Description of Request:**  
 We propose the creation of a Stormwater Lead position to supervise two employees in the maintenance and operation of the city's stormwater infrastructure, which includes 22 storm ponds, over 40 miles of piping, and levees. This position will elevate the expertise and efficiency of our stormwater management by providing direct oversight, enhance the maintenance and repair of the stormwater system, and will oversee the growing list of National Pollution Discharge Elimination System (NPDES) permit compliance requirements.

**Justification of Request/Cost of Denial:**  
 The current staffing structure lacks a dedicated supervisory role for stormwater management like the other areas within Public Works, resulting in inefficiencies with NPDES Phase II requirement requirements currently performed by another non-stormwater employee. The proposed Stormwater Lead will oversee the work of two staff, coordinate maintenance activities, and ensure timely response to stormwater-related issues, like spills. This leadership role is crucial for maintaining the city's stormwater system effectively according to the permit and DOE requirements, reducing the risk of flooding, and ensuring the proper functioning of storm ponds, piping, and levees. Without this position, the city risks increased maintenance costs, environmental compliance issues, and potential penalties due to inadequate stormwater management. This additional member would support the team as a confined space entry member and safeguard staff working in catch basins, equipment, or other stormwater structures. This position would also implement a storm sewer preventative maintenance cleaning schedule to ensure all the lines are free and clear as designed.

**Alternatives (Delayed Funding/Partial Funding):**  
 Without this position to lead Stormwater Management efforts, we will continue with other staff outside storm supporting the permit requirements and reporting. This would perpetuate inefficiencies and could risk the city's ability to meet regulatory permit requirements.

**Cost Breakdown:**

2025 Associated Cost		2026 Associated Cost	
Wages	\$ 91,350.00	Wages	\$ 94,083.00
Benefits	\$ 48,900.00	Benefits	\$ 50,367.00
Supplies		Supplies	
Other		Other	
Capital		Capital	
<b>Total</b>	<b>\$ 140,250.00</b>	<b>Total</b>	<b>\$ 144,450.00</b>

<b>One Time Expense</b>	<b>X</b>	<b>Continuous Funding Request</b>
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**Funding Source Description:**

Stormwater Enterprise Fund and would follow the Collective Bargaining Agreement, CBA, as a step 26 (five higher then our current stormwater II employees).



## CITY OF ORTING BUDGET REQUEST

<b>X</b>	<b>Capital Item</b>	<b>Change in Staff</b>	<b>New Program</b>
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A budget request should be completed and submitted for any budget request. Please include all associated requests with your request including any additional capital costs that are associated with a new employee, for instance. Departments should prioritize their budget requests with "1" being the highest request, and no two requests within the same fund or department having the same priority number.

<b>Title:</b> City Standards Update		<b>Department:</b> Public Works - All		<b>Fund:</b> Water, Wastewater, Streets, Storm
<b>2025 Cost:</b> \$60,000	<b>2026 Cost:</b>	<b>Priority: 2</b>	<b>Fund Priority: 1.3</b>	
		<b>Department Contact:</b> Ryan McBee		

**Description of Request:**  
The city is initiating a project to update its design standards for water, wastewater, stormwater, and streets. The existing standards were last revised in 2009, and since then, significant changes in staff, advancements in technology, materials, and best practices have emerged. This update will involve a comprehensive review and revision of current standards to ensure they align with modern engineering practices, regulatory requirements, and sustainability goals. The revised standards will provide clear guidelines for design, construction, and maintenance, ensuring that all infrastructure projects (new, replacements, or repairs) meet the city's current and future needs.

**Justification of Request/Cost of Denial:**  
Updating the city's standards is essential to maintaining the reliability and efficiency of its infrastructure. The 2009 standards are outdated and may no longer reflect the latest industry practices, leading to potential inefficiencies, higher costs, or non-compliance with new regulations. An update will incorporate advancements in materials and methods, enhance the resilience of infrastructure against climate change impacts, and ensure compatibility with evolving local, state, and federal requirements. Additionally, updated standards will help streamline project approvals, reduce conflicts during construction, and improve the overall quality of public works projects. Staff have been working towards for a few years but progress froze and now its time to finish this element for Engineer Approval.

**Alternatives (Delayed Funding/Partial Funding):**  
Alternatives:  

- **Status Quo:** Continuing to use the 2009 standards may result in infrastructure that is less durable, more costly to maintain, and potentially out of compliance with newer regulations. This could lead to increased long-term costs, legal risks, and potential disruptions in service.
- **Ph- House Review:** The city could choose to update only certain sections of the standards (e.g., those most out of date), but this piecemeal approach may lead to inconsistencies and fail to address all areas where improvements are needed.
- **Outsourcing Standards Development:** The city could hire an external consultant to fully develop new standards, which could provide a fresh perspective but may be more costly and require significant oversight to ensure alignment with the city's specific needs.

 Given these alternatives, a comprehensive update to the city's standards for water, wastewater, and stormwater is the most effective approach. This will ensure that all infrastructure is built to modern, efficient, and sustainable standards, reducing long-term costs and enhancing service delivery.

**Cost Breakdown:**

		2025 Associated Cost			2026 Associated Cost
	Wages			Wages	
	Benefits			Benefits	
	Supplies			Supplies	
	Other			Other	
	Capital	\$60,000		Capital	
	<b>Total</b>	<b>\$ 60,000.00</b>		<b>Total</b>	

<b>X</b>	<b>One Time Expense</b>	<b>Continuous Funding Request</b>
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**Funding Source Description:**  
Water, Wastewater, Stormwater (\$20,000 each)



## CITY OF ORTING BUDGET REQUEST

<b>X</b>	<b>Capital Item</b>	<b>Change in Staff</b>	<b>New Program</b>
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A budget request should be completed and submitted for any budget request. Please include all associated requests with your request including any additional capital costs that are associated with a new employee, for instance. Departments should prioritize their budget requests with "1" being the highest request, and no two requests within the same fund or department having the same priority number.

<b>Title:</b>		<b>Department:</b>		<b>Fund:</b>	
Vactor Truck		Public Works - Multiple		Water, Sewer, Storm	
<b>2025 Cost:</b>		<b>2026 Cost:</b>		<b>Priority: 3</b>	
\$450,000				<b>Fund Priority: 2</b>	
		<b>Department Contact:</b>		Ryan McBee	

**Description of Request:**

This request seeks approval to purchase a new Vactor truck, to be funded by Water (33%), Wastewater (33%), and Storm Water (33%) departments. The need for this equipment was highlighted in a staff survey presented to the city council in May 2024. A Vactor truck will replace our current vacuum and jetter trailer, which has proven inadequate for many of our operations due to its limited capacity, maneuverability, and ability to support an additional sewer line preventative maintenance cleaning program.

**Justification of Request/Cost of Denial:**

Over the last five years, the city has spent \$151,456.17 on Vactor rentals to perform essential tasks such as lead line locates, water service line excavations, line break repairs, sewer lift station cleaning, jetting sewer mains, and annual storm catch basin cleaning. Monthly rentals, ranging from \$11,000 to \$17,616.50, have been necessary due to the limitations of our current vacuum and jetter trailer, which is undersized and frequently clogs when handling rocks and boulders larger than 4 inches. The trailer's limited storage capacity requires frequent trips to Public Works for dumping, and its poor maneuverability hinders operations in tight spaces. It took staff four days to install a new service line meter with the trailer—a task that could have been completed in one day with a Vactor truck. A new Vactor truck would greatly enhance efficiency by jetting up to 1,000 linear feet of sewer or storm lines while simultaneously vactoring debris and storing over 1,000 gallons of waste from over 15 feet underground. Additionally, it would reduce labor costs, as it can be operated by a single staff member in most situations, compared to the current need for two operators.

**Alternatives (Delayed Funding/Partial Funding):**

If funding for a new Vactor truck is not approved, the city will have to continue relying on costly rentals, which have already totaled \$151,456.17 over the past five years for essential tasks like lead line locates, water service line excavations, sewer lift station cleaning, and NPDES permit catch basin cleanings. Staff would be forced to use our current vacuum and jetter trailer, which frequently clogs, has limited storage capacity, and lacks maneuverability, leading to delays and increased costs due to extended staff time. Upgrading the existing trailer would not address these issues, and outsourcing Vactor services would likely be more expensive and could delay urgent or emergency responses. Therefore, purchasing a new Vactor truck is the most cost-effective and efficient solution, as it would enhance operational efficiency, reduce labor costs, and eliminate ongoing rental expenses. The costs of contract work will only increase with inflation (3%) with an anticipated cost of \$441,921 in the next 9 years.

**Cost Breakdown:**

2025 Associated Cost		2026 Associated Cost	
Wages		Wages	
Benefits		Benefits	
Supplies		Supplies	
Other		Other	
Capital	\$450,000	Capital	
<b>Total</b>	<b>\$ 450,000.00</b>	<b>Total</b>	

<b>X</b>	<b>One Time Expense</b>	<b>Continuous Funding Request</b>
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**Funding Source Description:**

Funding to support this capital item to be split between Water (33%), Sewer (33%) and Storm (33%). The return on investment (ROI) is estimated at 10.3 years of a 15–20-year service life, based on the projected annual contracted efforts excluding 2024 (avg \$43,500). This does not consider the current inflation rate of 3% or staff time supporting the contractor, which would result in a ROI of 9 years or less. Total Costs Projected 2025-2033 for contracted support are estimated at \$441,921 with 3% annual inflation, which is nearly the cost of the Vactor purchase in 8 years.

Cost last four years: 2021 - \$32,100.73    2022 - \$50,335.90    2023 - \$48,233.32    2024 - \$10,312.29 (no 30 day rental to date).

Projected avg/year 2025-2030: \$43,500 in 2025 + 3% inflation per year (30 day rental/call outs). Streets and Parks will repay Enterprise funds on a quarterly basis for usage.



## CITY OF ORTING BUDGET REQUEST

<b>X</b>	<b>Capital Item</b>	<b>Change in Staff</b>	<b>New Program</b>
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A budget request should be completed and submitted for any budget request. Please include all associated requests with your request including any additional capital costs that are associated with a new employee, for instance. Departments should prioritize their budget requests with "1" being the highest request, and no two requests within the same fund or department having the same priority number.

<b>Title:</b>		<b>Department:</b>		<b>Fund:</b>	
Sweeper		Public Works - Storm		Storm	
<b>2025 Cost:</b>		<b>2026 Cost:</b>		<b>Priority: 4</b>	
\$260,000				<b>Fund Priority: 2</b>	
				<b>Department Contact:</b> Ryan McBee	

**Description of Request:**  
 This budget request seeks approval to replace the department's 2010 Sweeper for staff to use throughout the city in accordance with the 2024-2029 National Pollutant Discharge Elimination Systems Permit (NPDES) requirements. The Sweeper will be 15 years old in 2025 and has been experiencing an increase in operational maintenance costs and downtime requiring rentals to support the prior permit requirements. With this Sweeper investment, we aim to improve efficiency through decreased maintenance downtime, reduce reliance on external vehicle rentals, and staff with a more reliable vehicle to complete street sweeping, catch basin cleanings and storm drain servicing throughout the city service area. This request would be reimbursable up to the Pierce County Flood Control Districts Opportunity Fund balance for Orting, which increases annually.

**Justification of Request/Cost of Denial:**  
 The current sweeper, purchased in 2010 for \$131,520 as a used vehicle, has accrued \$63,538.25 in maintenance costs, with \$48,538.25 spent since 2019 (averaging \$9,716.65 per year). Significant repairs included a \$17,109 head assembly drag arm replacement in 2022, along with wiring issues, coolant leaks, and repeated failures to start. Frequent breakdowns have left city streets unswept for weeks or months during critical wet and dry seasons, requiring costly vendor contracts or rentals to meet permit requirements. Without replacement, escalating maintenance costs, operational disruptions, and non-compliance with environmental regulations could lead to fines and increased pollutants impacting Carbon and Puyallup Rivers' salmon spawning grounds and downstream communities. The Washington Department of Enterprise Services offers vendors with sweepers averaging \$260,000, including options and shipping. The return on investment (ROI) for the city is estimated at 6.4 years based on total maintenance cost averages or 8.37 years based on the last five years' maintenance costs. With an estimated \$178,679.10 reimbursed by the FCZD in 2025, approximately \$81,320.90 would be required from Stormwater enterprise funds.

**Alternatives (Delayed Funding/Partial Funding):**  
 If this budget request is delayed, staff will continue to use the existing sweeper, deferring the replacement to future years resulting in escalating maintenance costs and likelihood of longer more severe breakdowns risking compliance with the NPDES Permit. Staff would continue to outsource street sweeping as needed during breakdown and maintenance periods which would add to the cost (prevailing wage requirements) and greatly limit our ability to respond to spills or illicit discharges requiring sweeping vs our own equipment. FCZD funds will continue to grow until we use them or if the franchise agreement changes resulting in the Opportunity Fund being dissolved, we would lose the funding available as is. Given these considerations, the purchase of a new sweeper is the most cost-effective and reliable solution, ensuring continued protection of our water quality and compliance with environmental regulations.

**Cost Breakdown:**

2025 Associated Cost		2026 Associated Cost	
Wages		Wages	
Benefits		Benefits	
Supplies		Supplies	
Other		Other	
Capital	\$260,000	Capital	
<b>Total</b>	<b>\$ 260,000.00</b>	<b>Total</b>	

<b>X</b>	<b>One Time Expense</b>	<b>Continuous Funding Request</b>
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**Funding Source Description:**  
 Funding primarily reimbursed from Pierce County Flood Control District (PC FCZD) Opportunity Fund which has been building and can be used on storm related equipment as it relates to water quality:  
 Initial Stormwater Enterprise Fund: \$260,000 upfront before reimbursement  
 FCZD 2024: Available \$128,679.10  
 FCZD 2025: Estimated \$178,679.10 (pending 2025 budget approval)  
 Final City Share of Purchase: \$81,320.90 from Stormwater enterprise Fund



## CITY OF ORTING BUDGET REQUEST

<b>X</b>	<b>Capital Item</b>		<b>Change in Staff</b>		<b>New Program</b>
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A budget request should be completed and submitted for any budget request. Please include all associated requests with your request including any additional capital costs that are associated with a new employee, for instance. Departments should prioritize their budget requests with "1" being the highest request, and no two requests within the same fund or department having the same priority number.

<b>Title:</b>		<b>Department:</b>		<b>Fund:</b>
ADA Compliance Annual Program		Public Works - Streets		Streets
<b>2025 Cost:</b>	<b>2026 Cost:</b>	<b>Priority: 5</b>	<b>Fund Priority: 2</b>	
\$30,000	\$30,000	<b>Department Contact:</b>	Ryan McBee	

**Description of Request:**  
 The city proposes a \$30,000 annual program dedicated to ensuring compliance with the Americans with Disabilities Act (ADA) and the associate Transition Plan completed in 2024. This program will focus on addressing necessary repairs, replacements, and upgrades to improve accessibility across city infrastructure. It will involve both standalone projects and the integration of ADA improvements into existing or upcoming public works initiatives, ensuring that all city facilities and public spaces are accessible to individuals with disabilities.

**Justification of Request/Cost of Denial:**  
 Compliance with the ADA is a legal requirement and a critical component of ensuring that all residents and visitors can access public spaces and services. Many of the city's existing infrastructures, such as sidewalks, public buildings, and recreational areas, require updates to meet current ADA standards. Investing in this program will help prevent potential legal liabilities, reduce the risk of accidents, and demonstrate the city's commitment to inclusivity. Furthermore, integrating ADA improvements with other projects can lead to cost savings and more efficient use of resources. These funds could also serve as matching funds for grants, like safe routes to school or other similar funding sources.

**Alternatives (Delayed Funding/Partial Funding):**  
 Alternatives:  
 Reactive Approach: The city could address ADA compliance issues only as they arise. However, this could lead to higher costs over time due to emergency repairs, potential lawsuits, and non-compliance fines.  
 Limited Scope: The city could opt to address only the most urgent ADA compliance issues, but this might result in a patchwork of improvements that do not fully meet the needs of the community.  
 External Grants: Seeking external funding or grants to supplement the ADA program is another alternative, but this approach might limit the scope or delay the implementation of necessary improvements.  
 Given these alternatives, a dedicated annual program for ADA compliance is the most proactive and cost-effective solution, ensuring that the city continues to improve accessibility in a systematic and timely manner.

**Cost Breakdown:**

2025 Associated Cost		2026 Associated Cost	
Wages		Wages	
Benefits		Benefits	
Supplies		Supplies	
Other		Other	
Capital	\$30,000	Capital	\$ 30,000.00
<b>Total</b>	<b>\$ 30,000.00</b>	<b>Total</b>	<b>\$ 30,000.00</b>

<b>One Time Expense</b>	<b>X</b>	<b>Continuous Funding Request</b>
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**Funding Source Description:**  
 Streets



## CITY OF ORTING BUDGET REQUEST

<b>X</b>	<b>Capital Item</b>	<b>Change in Staff</b>	<b>New Program</b>
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A budget request should be completed and submitted for any budget request. Please include all associated requests with your request including any additional capital costs that are associated with a new employee, for instance. Departments should prioritize their budget requests with "1" being the highest request, and no two requests within the same fund or department having the same priority number.

<b>Title:</b>		<b>Department:</b>		<b>Fund:</b>	
Sludge Reduction		Public Works - Wastewater		Wastewater	
<b>2025 Cost:</b>		<b>2026 Cost:</b>		<b>Priority: 6</b>	
\$500,000		\$50,000		<b>Fund Priority: 2</b>	
<b>Department Contact:</b>				Ryan McBee	

**Description of Request:**

Staff is seeking funding support for an in situ sludge reduction project in the wastewater treatment plant lagoon to bridge the gap between the dredging in XXXX and the completion of the Biosolids Handling Facility projected to be completed in 2027 or sooner. This process involves the biological or chemical treatment of accumulated sludge within the lagoon to reduce excess solids. This increases the lagoon's capacity offering a non-invasive, environmentally friendly approach to managing sludge levels, improving overall lagoon efficiency without the need for mechanical dredging.

**Justification of Request/Cost of Denial:**

The lagoon has accumulated significant amounts of sludge over time, which decreases its operational capacity and efficiency. In situ sludge reduction is a proactive measure that will help restore the lagoon's capacity, enabling it to better handle the increased biosolids accumulation until the project is complete. This method not only enhances the lagoon's functionality but also supports compliance with environmental regulations and optimizes the wastewater treatment processes. Additionally, it offers a lower-impact solution compared to traditional dredging, minimizing disruption to plant operations and reducing costs associated with sludge removal and disposal. This process would be repeatable overtime as the lagoon is drained and eventually reduced in overcapacity for storm event surges.

**Alternatives (Delayed Funding/Partial Funding):**

Traditional mechanical dredging would remove sludge, it is more invasive, costly, and disruptive to plant operations. It also requires the disposal of the removed solids, adding to project complexity, transportation, and overall expenses. Postponing sludge reduction increases the risk of reduced lagoon capacity until the biosolids facility starts to process lagoon solids in 2027, which could lead to operational inefficiencies, potential non-compliance with wastewater regulations, and higher future costs as the sludge continues to accumulate pending completion. Outsource Biosolids Handling from the lagoon to compensate for reduced lagoon capacity might address short-term needs but would result in ongoing costs and would not address the underlying issue of excess sludge. Given these considerations, in situ sludge reduction is the most cost-effective and efficient approach to restoring lagoon capacity, ensuring the wastewater treatment plant is prepared for future biosolids management needs while minimizing environmental impact and operational disruption.

**Cost Breakdown:**

2025 Associated Cost		2026 Associated Cost	
Wages		Wages	
Benefits		Benefits	
Supplies		Supplies	
Other		Other	
Capital	\$500,000	Capital	\$ 50,000.00
<b>Total</b>	<b>\$ 500,000.00</b>	<b>Total</b>	<b>\$ 50,000.00</b>

<b>One Time Expense</b>	<b>X</b>	<b>Continuous Funding Request</b>
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**Funding Source Description:**

Wastewater





## CITY OF ORTING BUDGET REQUEST

<b>X</b>	<b>Capital Item</b>	<b>Change in Staff</b>	<b>New Program</b>
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<b>Title:</b>		<b>Department:</b>		<b>Fund:</b>
WSDOT Fish Passage Projects (2 Sites) - Design		Public Works - Water		Water
<b>2025 Cost:</b>	<b>2026 Cost:</b>	<b>Priority: 7</b>	<b>Fund Priority: 2.1</b>	
\$150,000		<b>Department Contact:</b> Ryan McBee		

**Description of Request:**  
 The city is required to fund the relocation of water lines in two locations affected by the Washington State Department of Transportation (WSDOT) Fish Passage projects on Highway 162 towards Buckley. This project is necessary to comply with the state's initiative to restore fish habitats by removing barriers in streams and waterways. As per the franchise agreement between the city and WSDOT, the city is obligated to relocate its water utilities to accommodate the construction of the new fish passages. This relocation must be completed once WSDOT is complete with the design as construction occurs to ensure compliance with the franchise agreement.

**Justification of Request/Cost of Denial:**  
 The relocation of the water lines is a non-negotiable obligation under the franchise agreement with WSDOT. As of Aug 2024, WSDOT is still in the early design phase for both crossings and delaying the relocation could lead to disruptions in the WSDOT project. City Staff have been engaged with WSDOT on the project and coordinating the relocation with them. These passages, which are mandated by state law to improve fish habitats, will require either a permanent relocation only or both a temporary and permanent replacement. The city's infrastructure must be protected and adapted to support the state's environmental goals while minimizing impact on consumers outside the city limits.

**Alternatives (Delayed Funding/Partial Funding):**  
 Choosing not to relocate the utilities is not a viable option, as it could lead to significant legal and financial repercussions, including potential enforcement of the relocation at a higher cost. Requesting a delay from WSDOT is also unlikely to be granted due to strict deadlines, and any delay could increase costs and risk infrastructure damage. While outsourcing the relocation might offer short-term savings, it could result in less control over the timeline and quality of work. Given these considerations, funding and executing the utility relocations for the WSDOT Fish Passage project is the most responsible and effective course of action.

**Cost Breakdown:**

2025 Associated Cost		2026 Associated Cost	
Wages		Wages	
Benefits		Benefits	
Supplies		Supplies	
Other		Other	
Capital	\$150,000	Capital	
<b>Total</b>	<b>\$ 150,000.00</b>	<b>Total</b>	

<b>X</b>	<b>One Time Expense</b>	<b>Continuous Funding Request</b>
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**Funding Source Description:**  
 Water Enterprise Fund - Must Pay



## CITY OF ORTING BUDGET REQUEST

<b>X</b>	<b>Capital Item</b>	<b>Change in Staff</b>	<b>New Program</b>
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<b>Title:</b>		<b>Department:</b>		<b>Fund:</b>
WSDOT Hwy 162 and Orville Rd Water Line Relocation - Design		Public Works - Water		Water
<b>2025 Cost:</b>	<b>2026 Cost:</b>	<b>Priority: 8</b>	<b>Fund Priority: 2.2</b>	
\$150,000		<b>Department Contact:</b>	Ryan McBee	

**Description of Request:**  
 The city is required to fund the relocation of water lines at the Hwy 162 and Orville Rd affected by the Washington State Department of Transportation (WSDOT) Roundabout Project. This project is necessary to comply with the state's initiative to improve the safety and traffic flow at the intersection. As per the franchise agreement between the city and WSDOT, the city is obligated to relocate its water utilities to accommodate the construction of the new roundabout. This relocation must be completed once WSDOT is complete with the design as construction occurs to ensure compliance with the franchise agreement.

**Justification of Request/Cost of Denial:**  
 The relocation of the water lines is a non-negotiable obligation under the franchise agreement with WSDOT. As of Aug 2024, WSDOT is still in the early design phase for the intersections roundabout and delaying the relocation could lead to disruptions in the WSDOT project. City Staff have been engaged with WSDOT on the project and coordinating the relocation with them. This relocation project will require either a permanent relocation only or both a temporary and permanent replacement. The city's infrastructure must be protected and adapted to support the state's traffic safety goals while minimizing impact on consumers outside the city limits as water is both conveyed into and out of the city at this location depending on usage demands.

**Alternatives (Delayed Funding/Partial Funding):**  
 Choosing not to relocate the utilities is not a viable option, as it could lead to significant legal and financial repercussions, including potential enforcement of the relocation at a higher cost. Requesting a delay from WSDOT is also unlikely to be granted due to strict deadlines, and any delay could increase costs and risk infrastructure damage. While outsourcing the relocation might offer short-term savings, it could result in less control over the timeline and quality of work. Given these considerations, funding and executing the utility relocations for the WSDOT Fish Passage project is the most responsible and effective course of action.

**Cost Breakdown:**

2025 Associated Cost		2026 Associated Cost	
Wages		Wages	
Benefits		Benefits	
Supplies		Supplies	
Other		Other	
Capital	\$150,000	Capital	
<b>Total</b>	<b>\$ 150,000.00</b>	<b>Total</b>	

<b>X</b>	<b>One Time Expense</b>	<b>Continuous Funding Request</b>
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**Funding Source Description:**  
 Water Enterprise Fund - Must Pay



## CITY OF ORTING BUDGET REQUEST

<b>X</b>	<b>Capital Item</b>	<b>Change in Staff</b>	<b>New Program</b>
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<b>Title:</b>		<b>Department:</b>		<b>Fund:</b>	
Multipurpose Lift Vehicle		Public Works - Maintenance		Parks, Water, Storm	
<b>2025 Cost:</b>		<b>2026 Cost:</b>		<b>Priority: 9</b>	
\$250,000				<b>Fund Priority: 3</b>	
		<b>Department Contact:</b>		Ryan McBee	

**Description of Request:**  
 This budget request seeks approval to replace the department's oldest, 1995 bucket truck and the NiftyLift. With this new multiuse lift truck investment, we aim to improve efficiency, reduce reliance on external tree contractors, and provide versatile capabilities for staff to safely reach elevated positions in the parks, water service areas, storm retention ponds, and the cemetery trees. This vehicle would also be able to tow the woodchipper and stump grinder, while collecting shavings for disposal. It would be capable of reaching 52 feet high and reach out 30 feet to the side with a hydraulically operated tool set supporting a two man operation. The bucket truck is limited to a 30 feet high reach and a 20 feet radius. The NiftyLift has a 500 pound maximum lifting capacity and can not be used in winds greater than 28 mph. The legs increase its footprint to 20 feet and they encroach on the right of way or in the street. Staff have some specific site safety concerns operating the NiftyLift to maintain water reservoirs and storm ponds including the levee boundary areas.

**Justification of Request/Cost of Denial:**  
 Our 1995 bucket truck exceeds the city policy for vehicle replacements (averaging 15 years). Over the last five years, Public Works staff has spent \$26,736 on external tree contractor services handling the highest risk trees and storm-related tree debris. We are working to complete an additional \$15,000 of the 2024 budget windsailing the parks. By investing in a multiuse truck, we can significantly reduce these expenses using our staff to accomplish work in house. This would also lead to reducing the number of equipment rentals needed over time, currently \$9,000 for a larger chipper and stump grinders in five-years (total \$35,736). The current estimated return on investment is approximately eight years with a \$30,000 average with a 15–20-year service life for the vehicle. This vehicle would also provide the most current safety features, ensuring compliance with safety standards. The multipurpose vehicle is compact by design with supports built into the width of the truck and does not impede traffic, trail, or park usage.

**Alternatives (Delayed Funding/Partial Funding):**  
 If this budget request is delayed or denied, staff will continue to address tree issues across the city service area as they arise through contractor support, estimated to be \$22,000 per year. This includes windsailing all of the parks before storm season to protect residents from larger branches falling. Staff would be exposed to hazardous condition using the NiftyLift to hang banners or do works at heights, especially in high winds or storm events. Staff will not be able to get out over all storm ponds or the remote water sources to perform maintenance annual maintenance and removal of tree growths and therefore will have to delay maintenance or contracted maintenance may be required.

**Cost Breakdown:**

2025 Associated Cost		2026 Associated Cost	
Wages		Wages	
Benefits		Benefits	
Supplies		Supplies	
Other		Other	
Capital	\$250,000	Capital	
<b>Total</b>	<b>\$ 250,000.00</b>	<b>Total</b>	

<b>X</b>	<b>One Time Expense</b>	<b>Continuous Funding Request</b>
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**Funding Source Description:**  
 Funding to support this capital item is split between Water and Storm. Parks and Streets will reimburse costs based upon usage.



## CITY OF ORTING BUDGET REQUEST

<b>X</b>	<b>Capital Item</b>	<b>Change in Staff</b>	<b>New Program</b>
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<b>Title:</b>		<b>Department:</b>		<b>Fund:</b>
162 Pedestrian Bridge Pole Relocation		Public Works - Streets		Streets
<b>2025 Cost:</b>	<b>2026 Cost:</b>	<b>Priority: 10</b>	<b>Fund Priority: 3</b>	
\$100,000	\$100,000	<b>Department Contact:</b> Ryan McBee		

**Description of Request:**  
 As part of the construction activities for the Evacuation bridge, PSE has relocated several poles onto the School District's Property next to Rocky Rd NE. These initial relocations were required to provide a safety clear zone for construction efforts to occur and prevent inadvertent service disruptions to the Wastewater Treatment Plant and Public Works building. Orting School District signed a Temporary Construction Easement on Aug 15th, 2024 with PSE, for 2-3 years depending on the schools bond passing. It may be possible the relocated poles will remain for a longer period until the new school is constructed.

**Justification of Request/Cost of Denial:**  
 According to the city's franchise agreement with PSE the city can request a relocation or change to a pole once every 5 years at no cost. Any additional relocations the city is responsible for the costs (design and construction). It is our goal to work with the School District to ensure no further relocation is required at city expense but understand this may not be possible based on the District's designs. This will be budgeted across 2025 and 2026 to be prepared for the relocation cost.

**Alternatives (Delayed Funding/Partial Funding):**  
 If funding is not carried over into the new budget, the approved plan will not be able to be completed as previously approved by council requiring a budget amendment in the future.

**Cost Breakdown:**

		2025 Associated Cost		2026 Associated Cost	
Wages				Wages	
Benefits				Benefits	
Supplies				Supplies	
Other				Other	
Capital		\$100,000		Capital	\$ 100,000.00
<b>Total</b>	<b>\$</b>	<b>100,000.00</b>		<b>Total</b>	<b>\$ 100,000.00</b>

<b>X</b>	<b>One Time Expense</b>	<b>Continuous Funding Request</b>
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**Funding Source Description:**  
 Streets



## CITY OF ORTING BUDGET REQUEST

<b>X</b>	<b>Capital Item</b>	<b>Change in Staff</b>	<b>New Program</b>
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<b>Title:</b>		<b>Department:</b>		<b>Fund:</b>
Rainer Meadows Liftstation Grinder		Public Works - Wastewater		Wastewater
<b>2025 Cost:</b>	<b>2026 Cost:</b>	<b>Priority: 11</b>	<b>Fund Priority: 3</b>	
\$120,000		<b>Department Contact:</b>	Ryan McBee	

**Description of Request:**  
 Staff requests support to retrofit an existing sewage lift station to address frequent clogs caused by non-flushable wipes, rags, and other solid materials. This retrofit would involve the installation of a grinder, such as a Muffin Monster or a suitable grinder pump, either before the lift station or inside the station itself. The installation aims to reduce the need for frequent pump removal and maintenance, thus enhancing the station's overall efficiency and preparing it for future capacity demands due to the proposed 40 lot development in 2025-2026.

**Justification of Request/Cost of Denial:**  
 Currently, the lift station requires twice-weekly pump removal to clear blockages caused by non-flushable items, which do not break down in the wastewater collection system. The increased maintenance demand has significantly impacted staff time and operational costs. By installing a grinder pump, which is equipped with a cutting system to chop or macerate solids, the lift station will be able to handle these difficult materials more effectively. This upgrade will reduce the frequency of maintenance interventions, lower operational costs, and ensure the system operates smoothly. Additionally, the retrofit will prepare the lift station to accommodate increased capacity from the neighboring development, making it a proactive investment in the city's infrastructure.

**Alternatives (Delayed Funding/Partial Funding):**  
**Continue with Current Maintenance Practices:** This approach would result in ongoing high maintenance costs and staff time due to frequent clogs. It also poses a risk of system failure, especially as the new development increases the load on the lift station. **Install 2 Grinder Pumps Inside the Station:** Installing a grinder pump directly within the lift station offers a more streamlined solution for less cost than a grinder in front of the station. Many acceptable pumps do not make a suitable replacement meeting the designed hydraulic specifications which have proven complicated to find a match to date, one could possibly be designed and manufactured. However, this option ensures comprehensive protection against clogs and maximizes the station's operational efficiency (may require electrical power supply upgrades). **Install the Grinder Before the Lift Station:** Installing a grinder like the Muffin Monster before the lift station can effectively prevent clogs before they enter the liftstation wetwell and pumps. This option would ensure less wear and tear on the existing installed pumps without a swap. It would also require electrical work to bring it online but it can grind anything flowing into it, including a 2x4 piece of wood. This would require an installation of a manhole, the device, power supply and control panel, and integration into the telemetry system.  
 Given these considerations, installing a grinder pump within the lift station is the most effective solution to reduce maintenance needs, enhance system reliability, and prepare for future growth.

**Cost Breakdown:**

2025 Associated Cost		2026 Associated Cost	
Wages		Wages	
Benefits		Benefits	
Supplies		Supplies	
Other		Other	
Capital	\$120,000	Capital	
<b>Total</b>	<b>\$ 120,000.00</b>	<b>Total</b>	<b>\$ -</b>

<b>X</b>	<b>One Time Expense</b>	<b>Continuous Funding Request</b>
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**Funding Source Description:**  
 Wastewater



## CITY OF ORTING BUDGET REQUEST

<b>X</b>	<b>Capital Item</b>	<b>Change in Staff</b>	<b>New Program</b>
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<b>Title:</b>		<b>Department:</b>		<b>Fund:</b>	
Well 2 Rehabilitation (Design)		Public Works - Water		Water	
<b>2025 Cost:</b>		<b>2026 Cost:</b>		<b>Priority: 12</b>	
\$500,000				<b>Fund Priority: 3</b>	
				<b>Department Contact:</b> Ryan McBee	

**Description of Request:**  
 Public Works is planning to rehabilitate an existing well (well 2, emergency only source), which includes several critical upgrades to ensure the long-term reliability and quality of the city's water supply. The project will involve installing new pumps, rehabilitate the well casing, enlarging the facility footprint to accommodate the removal of iron and manganese through chemical addition and filtration processes, and updating all electrical and telemetry systems. Additionally, the project may include the construction of a new water storage reservoir to enhance the system's capacity, meet future demands, and to allow for other system reservoirs to be taken out of service for repairs. These upgrades are necessary to address existing water quality issues from this source, improve operational efficiency, and ensure compliance with current water quality standards. This work will be included in the Water System Plan CIP for Department of Health to approve, which could allow for outside funding sources.

**Justification of Request/Cost of Denial:**  
 The existing well is a vital component of the city's water supply system with currently unused water rights, but it currently faces several challenges that threaten its effectiveness and reliability. The presence of iron and manganese in the water has led to concerns about water quality, including discoloration and potential health risks. The proposed chemical addition and filtration system will effectively remove these contaminants, ensuring the water meets regulatory standards and is safe for consumption. Upgrading the pumps, electrical systems, and telemetry will enhance the well's operational efficiency, reduce maintenance costs, and improve monitoring capabilities while providing additional production volume if needed. The potential addition of a new water storage reservoir will provide the necessary capacity to meet future demand and improve the system's resilience during peak usage or emergency situations. Without these upgrades, the city risks continued water quality issues, increased maintenance costs, and potential non-compliance with water quality regulations.

**Alternatives (Delayed Funding/Partial Funding):**  
**Continue with Current Operations:** Maintaining the status quo would result in ongoing water quality issues due to iron and manganese contamination when the well is operational in an emergency capacity, leading to customer complaints, potential health concerns from the public, and increased operational and maintenance costs. This approach also risks non-compliance with water quality regulations for both minerals. **Partial**  
**Rehabilitation:** Undertaking only some aspects of the rehabilitation, such as replacing pumps or updating electrical systems without addressing the iron and manganese removal, would only partially resolve the issues. This approach would likely result in continued water quality problems and would not fully address the system's long-term needs.  
 Given these considerations, the comprehensive rehabilitation of the existing well, including all proposed upgrades, is the most effective and responsible solution to ensure the city's water supply is safe, reliable, and compliant with regulatory standards.

**Cost Breakdown:**

		2025 Associated Cost			2026 Associated Cost
	Wages			Wages	
	Benefits			Benefits	
	Supplies			Supplies	
	Other			Other	
	Capital	\$500,000		Capital	
	<b>Total</b>	<b>\$ 500,000.00</b>		<b>Total</b>	

<b>X</b>	<b>One Time Expense</b>	<b>Continuous Funding Request</b>
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**Funding Source Description:**  
 Water



## CITY OF ORTING BUDGET REQUEST

<b>X</b>	<b>Capital Item</b>	<b>Change in Staff</b>	<b>New Program</b>
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<b>Title:</b>		<b>Department:</b>		<b>Fund:</b>	
Comprehensive Water System Plan Update		Public Works - Water		Water	
<b>2025 Cost:</b>		<b>2026 Cost:</b>		<b>Priority:</b>	
\$343,717				13.1	
<b>Department Contact:</b>				Ryan McBee	

**Description of Request:**

The City of Orting is seeking approval for additional funding to complete a comprehensive update to the Water System Plan (WSP). Initially approved in October 2023, the scope of the project has been revised to ensure a more detailed and thorough analysis of the water system, addressing both current and future regulatory requirements. The updated scope includes an inventory and analysis of system assets, identification of deficiencies, incorporation of hydraulic modeling into the Operation and Maintenance Program, and enhancement of the Improvement Program with preliminary design plans and budget estimates. This comprehensive update is crucial for guiding long-term investments, ensuring compliance with Department of Health (DOH) regulations, the Growth Management Act, and Orting Municipal Code, as well as meeting the requirements of the Bipartisan Infrastructure Law (BIL) for the Emergency Response Plan due in December 2026 and the Risk and Resilience Assessment due in June 2026. We must have a DOH Approved Plan before many elements in the Capital Project portfolio can be started or apply for outside agency funds.

**Justification of Request/Cost of Denial:**

The original WSP update, approved in 2023 for \$125,000, was focused primarily on updating the existing plan. However, with change in leaderships approach to more preventative mindset vs reactive requires a more comprehensive approach to address system deficiencies, support long-term operational goals, and comply with evolving regulatory standards. The updated scope will enable the city to accurately assess and improve the water system's health, ensure safe and reliable water provision, and meet legal obligations under DOH regulations, the Growth Management Act, and BIL requirements for security and resiliency. The comprehensive WSP will also support future rate studies, asset management principles, and budget cycles, ensuring data-driven investments in the water system. This comprehensive will put us ahead of several Federally Mandated requirements.

**Alternatives (Delayed Funding/Partial Funding):**

**Alternatives:** **Continue with Original Scope:** Proceeding with the original WSP update would leave the city with an incomplete understanding of its water system, potentially leading to overlooked deficiencies, non-compliance with regulatory standards, and missed opportunities for improvement. This would generate additional overall costs to complete the added physical assessments as they all relate to each other's elements (Risk and Resiliency Assessment, Emergency Response Plan, Water System Plan, CIP). **Delay the Comprehensive Update:** Postponing the comprehensive update is not an option and could delay necessary system improvements, increase long-term costs, and risk non-compliance with DOH and BIL requirements. It limits our ability to complete projects like the Hwy 162 relocations, On-Site Chlorination Project, and others planned in the CIP. **Outsource Specific Components:** Outsourcing only certain aspects of the WSP update may result in a fragmented approach, lacking the comprehensive integration needed to fully address the city's water system challenges and regulatory obligations. Given these considerations, proceeding with the comprehensive update to the Water System Plan is the most responsible and effective approach to ensure the long-term health and reliability of Orting's water system.

**Cost Breakdown:**

2025 Associated Cost		2026 Associated Cost	
Wages		Wages	
Benefits		Benefits	
Supplies		Supplies	
Other		Other	
Capital	\$343,717	Capital	
<b>Total</b>	<b>\$ 343,717.16</b>	<b>Total</b>	

<b>X</b>	<b>One Time Expense</b>	<b>Continuous Funding Request</b>
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**Funding Source Description:**

Water - 2024 Currently Approved Budget: \$125,000 Currently Spent: \$56,282 Currently Approved Budget Remaining: \$68,717.16  
 Carry over remaining 2024 funds into 2025 and add an additional \$343,717 (not to exceed \$400,000 in total cost over 2024-2025) to complete the first full comprehensive water system plan for the city of Orting. Staff anticipate final cost to be lower at the completion of the multiple reports included in the Water System Plan.



## CITY OF ORTING BUDGET REQUEST

<b>X</b>	<b>Capital Item</b>		<b>Change in Staff</b>		<b>New Program</b>
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<b>Title:</b>		<b>Department:</b>		<b>Fund:</b>
Telemetry Master Plan		Public Works - Multi		Water, Wastewater, Stormwater
<b>2025 Cost:</b>	<b>2026 Cost:</b>	<b>Priority:</b>		
\$425,000			13.2	
		<b>Department Contact:</b> Ryan McBee		

**Description of Request:**

Staff seeks approval and funding to develop a Telemetry Master Plan for the city. This plan will serve as the foundation for future system upgrades, design, and eventual construction, ensuring a structured approach to enhancing the city's operational infrastructure. Executed through an RFQ (Request for Qualifications) process, the project will include a detailed assessment of existing systems, recommendations for improvements, and the design of upgraded systems to optimize operational efficiency, improve data analytics, and enhance public safety and compliance. This is the first step to execute the councils 3rd adopted goal for 2024.

**Justification of Request/Cost of Denial:**

The current telemetry systems are nearing the end of their service life and a comprehensive master plan is essential to prioritize necessary upgrades that will reduce downtime and ensure the reliability of critical infrastructure. The plan will also enhance real-time data analytics for predictive maintenance, optimized resource allocation, and more accurate reporting. Additionally, it will strengthen public safety and security by improving monitoring, alerts, regulatory compliance, and emergency response capabilities while preventing malicious activities. We will also partner with the Federal Governments CISA team to ensure our system meets or exceeds security standards.

**Alternatives (Delayed Funding/Partial Funding):**

Continuing with the aging SCADA and telemetry systems without a master plan would likely increase operational inefficiencies, maintenance costs, and the risk of system failures. Outsourcing upgrades on an as-needed basis without a comprehensive plan will likely result in uncoordinated efforts, higher costs, and missed opportunities for standardized optimization. Delaying the master plan might save short-term costs but would increase the risk of system failures and reduce the city's ability to respond effectively to challenges and regulatory requirements. Given these considerations, proceeding with the SCADA and Telemetry Master Plan is the most strategic and cost-effective approach to ensure the city's infrastructure is well-prepared for future challenges and opportunities.

**Cost Breakdown:**

2025 Associated Cost		2026 Associated Cost	
Wages		Wages	
Benefits		Benefits	
Supplies		Supplies	
Other		Other	
Capital	\$425,000	Capital	
<b>Total</b>	<b>\$ 425,000.00</b>	<b>Total</b>	

<b>X</b>	<b>One Time Expense</b>	<b>Continuous Funding Request</b>
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**Funding Source Description:**

Water, Wastewater - \$197,625 (46.5% each) Stormwater - \$29,750(7%)





## CITY OF ORTING BUDGET REQUEST

<b>X</b>	<b>Capital Item</b>		<b>Change in Staff</b>		<b>New Program</b>
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A budget request should be completed and submitted for any budget request. Please include all associated requests with your request including any additional capital costs that are associated with a new employee, for instance. Departments should prioritize their budget requests with "1" being the highest request, and no two requests within the same fund or department having the same priority number.

<b>Title:</b>		<b>Department:</b>		<b>Fund:</b>
General Sewer Plan		Public Works - Wastewater		Wastewater
<b>2025 Cost:</b>	<b>2026 Cost:</b>	<b>Priority: 13.3</b>	<b>Fund Priority: 2024 Council Approved</b>	
\$200,000		<b>Department Contact:</b>	Ryan McBee	

**Description of Request:**

The City of Orting seeks ongoing funding to conduct a comprehensive update to its Sewer System Plan, which was last revised in 2009. The proposed update, in partnership with an engineering firm, aims to evaluate the current sewer infrastructure, ensure its alignment with anticipated growth, synchronize with the new wastewater treatment plant, and comply with updated environmental regulations. This plan will guide the city's strategic investments in sewer system enhancements and expansions, ensuring the infrastructure meets current and future needs. This item was approved by council Feb 28th, 2024.

**Justification of Request/Cost of Denial:**

The general sewer plan's update is crucial to address the significant growth in Orting, evolving environmental policies, and advancements in wastewater management technologies since the last draft in 2009. An up-to-date plan will ensure that the city's sewer infrastructure can support both existing demands and future expansions in a progressive and regulatory-compliant manner. Additionally, the updated plan will emphasize the economic independence of the sewer system under the enterprise fund model, preserving fiscal health while maintaining high service quality. The comprehensive revision will also enhance the city's eligibility for capital loans and grants, particularly for critical projects aimed at reducing inflow and infiltration, thereby improving system efficiency and compliance. All modifications or changes to the system, like the Biosolids Handling Project, must be included in the completed and approved plan before outside funding sources can be sought.

**Alternatives (Delayed Funding/Partial Funding):**

Continuing to rely on the outdated 2009 will lead to inadequate infrastructure to support future growth, increased risks of non-compliance with current environmental regulations, and missed opportunities for financial assistance through grants and loans. Proceeding with the comprehensive update to the Sewer System Plan is the most strategic and forward-thinking approach to ensure that Orting's sewer infrastructure remains robust, compliant, and well-positioned for future development.

**Cost Breakdown:**

2025 Associated Cost		2026 Associated Cost	
Wages		Wages	
Benefits		Benefits	
Supplies		Supplies	
Other		Other	
Capital	\$200,000	Capital	
<b>Total</b>	<b>\$ 200,000.00</b>	<b>Total</b>	

<b>X</b>	<b>One Time Expense</b>	<b>Continuous Funding Request</b>
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**Funding Source Description:**

Funding was approved by council on Feb 28th 2024 from the 2024 I&I budget line item for an amount not to exceed \$200,000.



## CITY OF ORTING BUDGET REQUEST

<b>X</b>	<b>Capital Item</b>		<b>Change in Staff</b>		<b>New Program</b>
----------	---------------------	--	------------------------	--	--------------------

A budget request should be completed and submitted for any budget request. Please include all associated requests with your request including any additional capital costs that are associated with a new employee, for instance. Departments should prioritize their budget requests with "1" being the highest request, and no two requests within the same fund or department having the same priority number.

<b>Title:</b>		<b>Department:</b>		<b>Fund:</b>
Stormwater Master Plan		Public Works - Storm		Stormwater
<b>2025 Cost:</b>	<b>2026 Cost:</b>	<b>Priority: 13.4</b>	<b>Fund Priority: 2024 Council Approved</b>	
\$135,940		<b>Department Contact:</b>	Ryan McBee	

**Description of Request:**  
 The Stormwater Comprehensive Plan was created in 2010 serving as a foundational document guiding stormwater management within the city limits. A revision of the 2010 Plan is needed to ensure alignment with current and forthcoming regulatory requirements, particularly the National Pollutant Discharge Elimination System (NPDES) Phase II Municipal Stormwater Permit conditions, and to facilitate a comprehensive utility rate study in 2025. This is the last of the planning documents to be developed for Public Works for the next 5-10 years. This agenda bill 24-48 was Approved by Council on June 26, 2024 with a 6-1 vote. This is to ensure the funding approved by council carries over into the 2025 budget for execution.

**Justification of Request/Cost of Denial:**  
 The Stormwater Comprehensive Plan request is to ensure funds approved from the prior year are carried over into the new budget under a specific BARS account number. The plan is projected to be completed in 2025 and used to help inform a rate study in 2025. This request was Approved by Council on June 26, 2024 with a 6-1 vote. Funding would be carried over from the 2024 Kansas Outfall Replacement line item in the amount of \$116,140 and the 2024 Rate Study in the amount of \$19,800. This would merge those amounts into one BARS number not to exceed the total approved budget across the 2024 and 2025 budgets.

**Alternatives (Delayed Funding/Partial Funding):**  
 If funding is not carried over into the new budget, the approved plan will not be able to be completed as previously approved by council requiring a budget amendment in the future.

**Cost Breakdown:**

2025 Associated Cost		2026 Associated Cost	
Wages		Wages	
Benefits		Benefits	
Supplies		Supplies	
Other		Other	
Capital	\$135,940	Capital	
<b>Total</b>	<b>\$ 135,940.00</b>	<b>Total</b>	

<b>X</b>	<b>One Time Expense</b>	<b>Continuous Funding Request</b>
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**Funding Source Description:**  
 Stormwater: This transfer merges the BARS numbers for the Kansas Outfall (594 31 63 040) and the Rate Study (531 31 41 001), carrying over \$116,140 from the 2024 Kansas Outfall Replacement line item and \$19,800 from the 2024 Rate Study into one BARS number for the Stormwater Master Plan, not to exceed the total approved budget across the 2024 and 2025 budgets.



## CITY OF ORTING BUDGET REQUEST

<b>X</b>	<b>Capital Item</b>	<b>Change in Staff</b>	<b>New Program</b>
----------	---------------------	------------------------	--------------------

A budget request should be completed and submitted for any budget request. Please include all associated requests with your request including any additional capital costs that are associated with a new employee, for instance. Departments should prioritize their budget requests with "1" being the highest request, and no two requests within the same fund or department having the same priority number.

<b>Title:</b>		<b>Department:</b>		<b>Fund:</b>	
Rate Study		Public Works - All		Water, Wastewater, Storm	
<b>2025 Cost:</b>		<b>2026 Cost:</b>		<b>Priority: 13.5</b>	
\$79,500				<b>Fund Priority: 2024 Budget Item</b>	
		<b>Department Contact:</b>		Ryan McBee	

**Description of Request:**

The city is seeking to conduct a comprehensive Utility Rate Study covering water, wastewater, stormwater, and streets. This study will analyze the current rate structures, assess financial sustainability, and recommend adjustments to ensure adequate funding for maintenance, operations, and future capital improvements identified in the completed Water System Plan, General Sewer Plan, and Stormwater Master Plan documents. The study will consider various factors, including customer usage patterns, infrastructure needs, and regulatory requirements. The goal is to develop a fair and equitable rate structure that meets the city's financial obligations while maintaining affordability for residents and investing in the future state of all utility systems.

**Justification of Request/Cost of Denial:**

Conducting a Utility Rate Study is crucial to maintaining the long-term financial health of the city's utility services. As infrastructure ages and operational costs rise, current rates may no longer cover the necessary expenses, potentially leading to budget shortfalls or deferred maintenance. The study will provide data-driven insights to adjust rates appropriately, ensuring that each utility service can sustain its operations and fund necessary capital projects. Additionally, the study will help align rates with the city's financial policies and goals, promoting transparency and fairness in how utility costs are distributed among users.

**Alternatives (Delayed Funding/Partial Funding):**

Alternatives:

- **Status Quo:** Continuing with the current rate structures without conducting a study may lead to underfunded utilities, resulting in potential service disruptions, deferred maintenance, or the need for emergency rate increases.
- **House Review:** The city could attempt to review and adjust rates internally, but this approach may lack the comprehensive analysis and expertise provided by a professional rate study, leading to less accurate or sustainable outcomes.
- **Phased Adjustments:** The city could implement incremental rate increases without a formal study; however, this approach may not fully address long-term financial needs and could result in inequities or unanticipated shortfalls.

Given these alternatives, a professional Utility Rate Study is the most prudent option to ensure the city's utilities remain financially viable and capable of meeting both current and future demands.

**Cost Breakdown:**

		2025 Associated Cost			2026 Associated Cost
	Wages			Wages	
	Benefits			Benefits	
	Supplies			Supplies	
	Other			Other	
	Capital	\$79,500		Capital	
	<b>Total</b>	<b>\$ 79,500.00</b>		<b>Total</b>	

<b>X</b>	<b>One Time Expense</b>	<b>Continuous Funding Request</b>
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**Funding Source Description:**

Water (34%), Wastewater (33%), Stormwater, (33%)



## CITY OF ORTING BUDGET REQUEST

<b>X</b>	<b>Capital Item</b>		<b>Change in Staff</b>		<b>New Program</b>
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<b>Title:</b>		<b>Department:</b>		<b>Fund:</b>
Onsite Chlorine Generation		Public Works - Water		Water
<b>2025 Cost:</b>	<b>2026 Cost:</b>	<b>Priority: 13.6</b>	<b>Funding Priority: 2024 Approved Budget</b>	
\$220,000		<b>Department Contact:</b> Ryan McBee		

**Description of Request:**  
 Staff seeks approval for funding to design and install an onsite chlorine generation system at Well 4. This system will produce chlorine directly at the well site for disinfection purposes, ensuring a consistent and safe water supply for the city's residents. The project involves the installation of equipment necessary for the onsite production of chlorine, including generators, storage tanks, electrical, and monitoring systems. This installation is crucial to improving the reliability and efficiency of the city's water treatment process in the event of supply disruptions. This work will be included in the Water System Plan CIP for Department of Health to approve, which could allow for outside funding sources. This has been in the budget since 2023 but not completed due to staff turnover.

**Justification of Request/Cost of Denial:**  
 Currently, the city relies on the bulk delivery of 12.5% liquid chlorine for water disinfection, which poses several challenges, including potential supply chain disruptions, storage risks, and increased operational costs. An onsite chlorine generation system (low strength ~1%, medium strength 7%, or possibly high strength 12.5%) using water, salt and electricity, would mitigate these risks by allowing production of chlorine as needed for staff to transport to other smaller well buildings for use. This approach ensures a steady supply of chlorine, enhances safety by reducing the need to transport and store large quantities of hazardous chemicals, and could lower operational costs over time. Additionally, onsite generation supports better water quality management by providing a more chemically stable disinfectant. Many sites are not large enough to store the required volumes used per day. This would also require new chemical feed systems to match the generators through Jar Testing. Whenever you change disinfectants it must be approved by DOH before work can be done and full lab testing should be done to ensure 2nd and 3rd order affects are identified before changing any, some or all of the system over. Without testing you risk filtration upset and iron and manganese precipitating out of the water (redish discoloration systems wide).

**Alternatives (Delayed Funding/Partial Funding):**  
**Continue with Current Operations:** Maintaining the status quo would result in ongoing water quality issues due to iron and manganese contamination when the well is operational in an emergency capacity, leading to customer complaints, potential health concerns from the public, and increased operational and maintenance costs. This approach also risks non-compliance with water quality regulations for both minerals. **Partial**  
**Rehabilitation:** Undertaking only some aspects of the rehabilitation, such as replacing pumps or updating electrical systems without addressing the iron and manganese removal, would only partially resolve the issues. This approach would likely result in continued water quality problems and would not fully address the system's long-term needs.  
 Given these considerations, the comprehensive rehabilitation of the existing well, including all proposed upgrades, is the most effective and responsible solution to ensure the city's water supply is safe, reliable, and compliant with regulatory standards.

**Cost Breakdown:**

2025 Associated Cost		2026 Associated Cost	
Wages		Wages	
Benefits		Benefits	
Supplies		Supplies	
Other		Other	
Capital	\$220,000	Capital	
<b>Total</b>	<b>\$ 220,000.00</b>	<b>Total</b>	

<b>X</b>	<b>One Time Expense</b>	<b>Continuous Funding Request</b>
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**Funding Source Description:**  
 Water - ARPA funds (GF Transfer)



## CITY OF ORTING BUDGET REQUEST

<b>Capital Item</b>	<b>x</b>	<b>Change in Staff</b>	<b>New Program</b>																																										
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<b>Title:</b>		<b>Department:</b>	<b>Fund:</b>																																										
Administrative Staffing		Administration	Multiple																																										
<b>2025 Cost:</b>	<b>2026 Cost:</b>	<b>Priority: 13.3</b>	<b>Fund Priority: 2024 Council Approved</b>																																										
\$ 130,000.00	\$ 137,000.00	<b>Department Contact:</b>	Scott Larson																																										
<b>Description of Request:</b>																																													
<p>As the city has grown over the past several years since the pandemic, there is additional administrative work occurring. Broad tasks include front desk coverage, human resources and recruiting, facility rentals, records requests, payroll and benefits management, and communications. Administrative staff evaluated workload, and gaps in our ability to deliver services and recommend the following: Elevate the current HR and payroll position to an HR director to help manage our increased headcount, recruitment tempo, and personnel risk management. Personnel has been and will remain our area of greatest risk. Add back a customer facing employee that was eliminated a couple of years ago due to the pandemic and attrition. This headcount is important for customer facing role that includes cashiering coverage, and facility rentals which is taking up a large portion of the administrative assistant's time. These changes will free up the Administrative Assistant role to take on the payroll function, and assist with communications. Finally, the proposal includes a recommendation to add additional duties to the City Clerk position, and elevate it to an Assistant City Administrator/City Clerk role. This position would provide leadership continuity in the absence of the City Administrator, formally recognize this role's management of our Parks and Recreation Department, responsibility for additional communications functions, and long term city agenda setting in concert with the CA.</p>																																													
<b>Justification of Request/Cost of Denial:</b>																																													
<p>In 2020 the city had an additional customer facing employee that was eliminated during the pandemic through attrition. Over the last couple of years the administrative workload has picked up creating gaps in service delivery. Further, requirements for Human Resources have increased as both regulations and headcount (increased by 25%) over the same period of time. This change would redistribute work amongst the administrative team and provide better coverage for internal and external customers when staff is on leave. If this request is not granted there would likely be little immediate change, but non-emergent work would increasingly be set aside for more urgent needs, and new programs would struggle to get staff attention without displacing other activities.</p>																																													
<b>Alternatives (Delayed Funding/Partial Funding):</b>																																													
<p>Staff could evaluate opportunities to hire a part time person to handle some of these tasks which would provide relief and the ability to take on additional work.</p>																																													
<b>Cost Breakdown:</b>																																													
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th colspan="2">2025 Associated Cost</th> </tr> </thead> <tbody> <tr> <td>Wages</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">88,000.00</td> </tr> <tr> <td>Benefits</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">42,000.00</td> </tr> <tr> <td>Supplies</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">-</td> </tr> <tr> <td>Other</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">-</td> </tr> <tr> <td>Capital</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">-</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$</b></td> <td style="text-align: right;"><b>130,000.00</b></td> </tr> </tbody> </table>			2025 Associated Cost		Wages	\$	88,000.00	Benefits	\$	42,000.00	Supplies	\$	-	Other	\$	-	Capital	\$	-	<b>Total</b>	<b>\$</b>	<b>130,000.00</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th colspan="2">2026 Associated Cost</th> </tr> </thead> <tbody> <tr> <td>Wages</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">92,000.00</td> </tr> <tr> <td>Benefits</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">45,000.00</td> </tr> <tr> <td>Supplies</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">-</td> </tr> <tr> <td>Other</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">-</td> </tr> <tr> <td>Capital</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">-</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$</b></td> <td style="text-align: right;"><b>137,000.00</b></td> </tr> </tbody> </table>			2026 Associated Cost		Wages	\$	92,000.00	Benefits	\$	45,000.00	Supplies	\$	-	Other	\$	-	Capital	\$	-	<b>Total</b>	<b>\$</b>	<b>137,000.00</b>
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<b>One Time Expense</b>		<b>X</b>	<b>Continuous Funding Request</b>																																										
<b>Funding Source Description:</b>																																													
<p>This position would be primarily funded by 6% General Fund, 25% Parks, 23% Water, 23% Sewer, and 23% Storm.</p>																																													

Appendix D: Cash and Investment Position

See next page for Cash and Investment Position

## Appendix D: Cash and Investment Position

### Estimated Beginning Cash & Investments Jan 2025

<u>Bond Desc</u>	<u>Pur. Date</u>	<u>Maturity</u>	<u>Balance</u>	<u>Coupon</u>	<u>Notes</u>
Cash in Bank	N/A	N/A	\$5,000,000	None	
LGIP Money Market*	N/A	N/A	\$12,956,189	Market	Follows Fed Funds Rate
Fed Home	8/6/2024	6/14/2024	\$5,005,805	4.38%	
Fed Farm	8/6/2024	2/6/2026	\$502,489	4.15%	
Fed Farm	8/6/2024	8/5/2026	\$503,722	3.98%	

**Total:** **\$23,968,204**

### Estimated Ending Cash & Investments Dec 2025

<u>Bond Desc</u>	<u>Pur. Date</u>	<u>Maturity</u>	<u>Par</u>	<u>Coupon</u>	<u>Status Change</u>
Cash in Bank	N/A	N/A	\$4,800,000	None	
LGIP Money Market	N/A	N/A	\$7,572,423	Market	Follows Fed Funds Rate
Fed Home	8/6/2024	6/14/2024	\$5,005,805	4.38%	
Fed Farm	8/6/2024	2/6/2026	\$502,489	4.15%	
Fed Farm	8/6/2024	8/5/2026	\$503,722	3.98%	

**Total:** **\$18,384,438**

\*LGIP is a money market fund that is run by the Washington State Treasurer. Investments of the funds generally include highly liquid debentures of the United States and its agencies.

Appendix E: Debt

See next page for Debt.



Appendix E: Outstanding Debt

The Council has authorized the following outstanding debt:

Creditor	Description	Amount Issued	Maturity	Rate	Dec. 31, 2024 Balance	Dec. 31, 2025 Balance
Dept of Commerce	Well 4	\$3,030,000	10/1/2029	1.50%	\$ 819,109.09	\$ 655,287.28
Total:						

Service on outstanding debt for the next five years are detailed below followed by aggregated payments for the next five years followed by the final year of current outstanding debt follow:

Year	Interest	Principal	Total	Balance
2024	14,743.96	163,821.81	178,565.77	819,109.09
2025	12,286.64	163,821.81	176,108.45	655,287.28
2026	9,829.31	163,821.81	173,651.12	491,465.47
2027	7,371.98	163,821.81	171,193.79	327,643.66
2028	4,914.65	163,821.81	168,736.46	163,821.85
2029	2,457.33	163,821.85	166,279.18	0.00
	51,603.87	982,930.90	1,034,534.77	2,457,327.35

# Appendix F: Revenue Detail

See next page for Revenue Detail.

## Appendix F: 2025 Revenue Detail

BARS Description	2022		2023		2024		YTD	%	2025 Budget
	Budget	Actual	Budget	Actual	Budget				
<b>General Fund</b>									
<b>General Taxes</b>									
001-311-10-01-000 Tax - Real & Personal Property	1,373,837.68	1,378,885.31	1,423,426.23	1,424,834.01	1,447,529.37	769,374.99	53%	1,464,687.74	
001-313-11-00-000 Tax - Retail Sales & Use	817,000.00	1,099,743.18	830,000.00	1,033,517.74	920,000.00	690,061.17	75%	985,000.00	
001-313-71-00-000 Criminal Justice - Low Pop	152,000.00	216,391.04	152,000.00	212,097.31	180,000.00	142,137.15	79%	185,000.00	
001-316-41-00-000 Tax - B&O Utility - Electricity	260,000.00	289,716.50	260,000.00	317,016.84	275,000.00	264,144.14	96%	350,000.00	
001-316-43-00-000 Tax - B&O Utility - Natural Gas	125,000.00	152,934.04	125,000.00	178,135.43	180,000.00	118,089.28	66%	210,000.00	
001-316-46-00-000 Tax - B&O Telecom - Cable	135,000.00	105,670.71	135,000.00	164,059.77	135,000.00	87,892.76	65%	120,000.00	
001-316-47-00-000 Tax - B&O Telecom - Telephone/Cell Phone	75,000.00	96,137.53	65,000.00	55,637.83	60,000.00	44,155.16	74%	55,000.00	
001-316-81-00-000 Tax - Punch Board And Pull Tabs	10,000.00	20,366.53	10,000.00	27,882.08	20,000.00	18,566.08	93%	26,000.00	
<b>Total</b>	<b>2,947,837.68</b>	<b>3,359,844.84</b>	<b>3,000,426.23</b>	<b>3,413,181.01</b>	<b>3,217,529.37</b>	<b>2,134,420.73</b>	<b>66%</b>	<b>3,395,687.74</b>	
<b>Franchise Fees</b>									
001-321-91-00-001 Fee - Franchise - Comcast	108,000.00	111,693.69	108,000.00	85,088.73	105,000.00	74,641.94	71%	97,000.00	
<b>Total</b>	<b>108,000.00</b>	<b>111,693.69</b>	<b>108,000.00</b>	<b>85,088.73</b>	<b>105,000.00</b>	<b>74,641.94</b>	<b>71%</b>	<b>97,000.00</b>	
<b>Revenue from State</b>									
001-336-00-98-000 Shared - City Assistance	120,000.00	147,305.58	140,000.00	100,676.22	100,000.00	47,470.22	47%	100,000.00	
001-336-06-21-000 Shared - CJ - Violent Crimes/pop.	2,600.00	3,096.58	2,900.00	3,274.94	2,900.00	2,581.43	89%	3,650.00	
001-336-06-26-000 Shared - CJ - Special Programs	8,800.00	10,979.58	10,000.00	11,558.66	10,000.00	9,076.22	91%	12,775.00	
001-336-06-51-000 Shared - DUI/Other Crim Just. Asst	1,200.00	1,031.82	1,200.00	626.59	200.00	691.32	346%	1,200.00	
001-336-06-94-000 Shared - Liquor/beer Excise	50,000.00	63,702.80	55,000.00	63,488.76	65,000.00	46,446.37	71%	60,000.00	
001-336-06-95-000 Shared - Liquor Profits	60,000.00	69,878.85	60,000.00	69,233.22	68,000.00	34,385.87	51%	70,000.00	
001-335-04-01-001 Use of Force/Duty to Intervene Legislative Funds	-	-	-	10,000.00	-	-	0%	0.00	
<b>Total</b>	<b>242,600.00</b>	<b>295,995.21</b>	<b>269,100.00</b>	<b>258,858.39</b>	<b>246,100.00</b>	<b>140,651.43</b>	<b>57%</b>	<b>247,625.00</b>	
<b>Business License</b>									
001-321-99-00-000 Licenses - Business & Permits	12,000.00	17,533.32	13,000.00	18,820.85	13,500.00	15,141.67	112%	15,000.00	
<b>Total</b>	<b>12,000.00</b>	<b>17,533.32</b>	<b>13,000.00</b>	<b>18,820.85</b>	<b>13,500.00</b>	<b>15,141.67</b>	<b>112%</b>	<b>15,000.00</b>	
<b>Building</b>									
001-322-10-01-000 Permits - Building	44,000.00	102,976.63	100,000.00	45,730.74	44,000.00	31,776.24	72%	134,067.10	
001-322-10-02-000 Permits - Plumbing	20,000.00	14,634.11	9,687.50	5,011.18	2,000.00	3,590.00	180%	13,071.30	
001-322-10-04-000 Permits - Mechanical	20,000.00	28,885.71	23,250.00	16,301.08	15,000.00	6,895.25	46%	13,071.30	
001-322-40-01-000 Permits - Street Opening/Closing	-	-	1,000.00	1,881.30	1,000.00	4,841.90	484%	2,000.00	
001-322-10-08-000 Permits - Backflow	1,000.00	800.00	1,000.00	-	1,000.00	100.00	10%	0.00	
001-345-83-00-000 Fees - Plan Review/Inspections	65,000.00	65,307.27	65,000.00	27,156.54	25,000.00	6,808.16	27%	87,143.36	
001-345-83-01-000 Fees - Expedited Plan Review	150.00	-	150.00	-	-	-	0%	0.00	
001-345-83-06-000 Fees - Building Inspect/re-inspect	2,000.00	4,350.00	2,000.00	7,840.15	4,000.00	13,062.00	327%	14,000.00	
001-345-83-07-000 Fees - Developers Utility Extension Application	1,000.00	-	1,000.00	-	500.00	-	0%	0.00	
001-345-83-08-000 Permit - Grade & Fill	-	-	-	-	-	30,272.70	0%	0.00	
001-345-83-09-000 Fees - Building Fines	-	-	-	-	-	-	0%	0.00	
<b>Building Total</b>	<b>153,150.00</b>	<b>216,953.72</b>	<b>203,087.50</b>	<b>103,920.99</b>	<b>92,500.00</b>	<b>97,346.25</b>	<b>105%</b>	<b>263,353.06</b>	
<b>Land Use</b>									
001-322-90-02-000 Permits - Land Use Variance	500.00	1,200.00	500.00	1,200.00	500.00	-	0%	500.00	
001-322-90-03-000 Fees - Short Plats	500.00	250.00	500.00	5,050.00	500.00	-	0%	500.00	
001-322-90-04-000 Fees - Boundary Line Adjustments	-	250.00	-	-	-	-	0%	0.00	
001-322-90-05-000 Fees - Preliminary Plats	-	11,712.50	-	-	-	-	0%	0.00	
001-322-90-07-000 Permits - Conditional Use	-	-	-	-	-	-	-	-	
001-322-90-08-000 Permits - Special Use	-	1,020.00	-	480.00	-	100.00	0%	0.00	
001-345-81-00-001 Development Hearing Appeal	-	-	-	1,750.00	-	-	0%	0.00	
001-345-83-02-000 Fees - Energy Review	600.00	1,349.99	600.00	750.00	600.00	300.00	50%	1,200.00	
001-345-83-03-000 Fees - Architectural Design App.	200.00	1,000.00	200.00	1,100.00	400.00	450.00	113%	400.00	
001-345-83-04-000 Fees - SEPA Review	-	-	-	-	-	-	0%	0.00	
001-345-83-05-000 Fees - Eng. - Developer's Plan Review/inspection	10,000.00	23,476.08	10,000.00	23,650.04	10,000.00	40,852.77	409%	20,000.00	
<b>Land Use Total</b>	<b>11,800.00</b>	<b>40,258.57</b>	<b>11,800.00</b>	<b>33,980.04</b>	<b>12,000.00</b>	<b>41,702.77</b>	<b>348%</b>	<b>22,600.00</b>	

## Appendix F: 2025 Revenue Detail

BARS Description	2022		2023		2024		YTD	%	2025 Budget
	Budget	Actual	Budget	Actual	Budget	Actual			
<b>Code Enforcement</b>									
001-369-40-00-000 Judgments & Settlements	-	96,865.06	-	20,000.00	-	-	35,793.50	0%	0.00
<b>Code Enforcement Total</b>	<b>-</b>	<b>96,865.06</b>	<b>-</b>	<b>20,000.00</b>	<b>-</b>	<b>-</b>	<b>35,793.50</b>	<b>0%</b>	<b>-</b>
<b>Planning, Building &amp; Code Enforce Dept Total</b>	<b>164,950.00</b>	<b>354,077.35</b>	<b>214,887.50</b>	<b>157,901.03</b>	<b>104,500.00</b>	<b>-</b>	<b>174,842.52</b>	<b>167%</b>	<b>285,953.06</b>
<b>Court</b>									
001-341-33-02-000 Rev - Warrant Costs	7,000.00	5,804.73	7,000.00	3,271.46	5,500.00	-	2,382.77	43%	5,500.00
001-341-33-03-000 Rev - Deferred Prosecution Costs	-	245.62	-	258.71	-	-	111.32	0%	100.00
001-341-33-06-000 Fees - Fee - IT Time Pay/Court	300.00	415.72	300.00	498.77	500.00	-	326.11	65%	400.00
001-341-62-00-001 Fees - Court Copies/Tape	100.00	-	100.00	-	50.00	-	-	0%	0.00
001-341-95-00-000 Court Legal Services	50.00	-	50.00	-	-	-	-	0%	0.00
001-342-10-11-000 DNA Coll Fee 1	-	-	-	-	-	-	-	0%	0.00
001-342-10-12-000 Fees - DUI Emergency Response	-	-	-	636.09	-	-	815.33	0%	500.00
001-342-33-00-000 Fees - Adult Probation	100.00	-	100.00	-	-	-	-	0%	0.00
001-342-33-06-000 Fees - Record Check	21,000.00	185.98	1,000.00	364.48	200.00	-	-	0%	200.00
001-342-33-07-000 Fees - Sentence Compliance-Probation	11,400.00	5,930.07	11,400.00	4,178.39	6,000.00	-	3,243.75	54%	6,200.00
001-342-36-00-000 Fees - HSNM/MNTR PRSNR	500.00	-	500.00	-	50.00	-	-	0%	50.00
001-342-38-01-000 Fees - PreTrial Supervision	2,300.00	4,000.00	2,300.00	3,850.00	4,000.00	-	3,800.00	95%	4,500.00
001-342-50-00-000 Fees - DUI Emergency Response	600.00	2,832.77	900.00	393.64	900.00	-	246.14	27%	750.00
001-342-60-00-000 DUI Emergency Aid	-	-	-	36.19	-	-	131.61	0%	150.00
001-347-90-03-000 Fees - Court NSF	-	-	-	-	-	-	-	0%	0.00
001-352-30-00-000 Fines - Mandatory Insurance Costs	1,800.00	1,673.25	1,800.00	945.30	1,800.00	-	715.52	40%	1,800.00
001-353-10-00-000 Fines - Traffic Infract Prior To 07/03	600.00	-	600.00	-	200.00	-	-	0%	0.00
001-353-10-01-000 Fines - School Safety Zone	-	-	-	-	-	-	-	0%	0.00
001-353-10-02-000 Fines - Traffic Infract After 07/03	600.00	-	600.00	-	50.00	-	-	0%	0.00
001-353-10-03-000 Fines - Traffic Infraction	6,000.00	1,341.24	3,000.00	577.19	800.00	-	-	0%	400.00
001-353-10-04-000 Legis Assmnt	5,000.00	1,554.88	2,000.00	2,154.40	2,500.00	-	1,229.98	49%	2,500.00
001-353-10-05-000 Traffic INF	35,000.00	21,431.42	28,000.00	24,792.17	26,000.00	-	16,287.13	63%	27,500.00
001-353-10-12-000 JIS Trauma	700.00	2,702.13	700.00	2,437.17	2,300.00	-	446.11	19%	1,100.00
001-353-10-13-000 SCH SCHOOL SPD	-	-	-	523.51	-	-	305.80	0%	0.00
001-353-10-20-000 Dist Driv Prev	-	-	-	121.21	-	-	32.02	0%	0.00
001-353-10-61-000 Sensory Processing Disorder	-	-	-	-	-	-	-	0%	0.00
001-353-10-80-000 Def Find Adm	10,000.00	10,383.48	10,000.00	10,382.73	11,000.00	-	9,798.00	89%	18,000.00
001-353-70-04-000 Other Infractions	100.00	1,716.26	100.00	1,317.11	500.00	-	1,434.54	287%	1,000.00
001-353-70-13-000 Other Infract	1,500.00	433.63	1,000.00	-	500.00	-	504.59	101%	500.00
001-354-00-00-000 Fines - Parking Infractions	100.00	-	100.00	-	-	-	20.00	0%	0.00
001-354-00-00-000 Parking Infractions	100.00	-	100.00	-	-	-	20.00	0%	0.00
001-354-00-07-000 Fines - Handicapped Parking Infr.	200.00	-	200.00	40.00	-	-	-	0%	0.00
001-355-20-00-000 Fines - DUI	800.00	488.05	800.00	2,039.62	800.00	-	1,029.96	129%	800.00
001-355-20-01-000 DUI - DP Acct	600.00	69.26	600.00	72.93	200.00	-	53.00	27%	100.00
001-355-20-04-000 DUI-DP Acct 7/17	-	326.03	-	375.86	300.00	-	91.38	30%	150.00
001-355-80-01-000 Fines - Crim Traffic Misd After 7/03	8,000.00	6,304.67	8,000.00	3,664.01	6,000.00	-	1,433.26	24%	4,000.00
001-355-80-02-000 Criminal Conv Traffic Fee	800.00	799.60	800.00	405.17	400.00	-	239.85	60%	250.00
001-355-80-03-000 Crime Victims	300.00	189.45	300.00	805.49	700.00	-	412.77	59%	600.00
001-356-90-00-000 Crim Non-Traffic To 7/03	-	-	-	-	-	-	-	0%	0.00
001-356-90-01-000 CCW Fingerprint Costs	-	-	-	-	-	-	-	0%	0.00
001-356-90-04-000 Fines - Crim. Non-Traffic After 7/03	1,000.00	1,282.83	1,100.00	1,208.74	800.00	-	261.57	33%	200.00
001-356-90-08-000 Fines - Domestic Violence	400.00	385.22	400.00	-	350.00	-	-	0%	0.00
001-356-90-14-000 Fee - Conv Fee CN 1/13	500.00	208.10	500.00	103.67	200.00	-	105.07	53%	100.00
001-357-33-00-000 Reimb - Public Defense Cost	1,200.00	750.73	1,200.00	394.62	800.00	-	164.67	21%	200.00
001-357-35-00-000 Court Interpreter	-	-	-	147.37	-	-	-	0%	0.00

## Appendix F: 2025 Revenue Detail

BARS Description	2022		2023		2024		YTD	%	2025 Budget
	Budget	Actual	Budget	Actual	Budget	Actual			
001-357-37-00-000 Court Restitution	-	-	-	2,910.25	-	-	413.02	0%	0.00
001-361-40-01-000 Int - Court Collections	2,500.00	1,791.05	2,500.00	857.53	600.00	-	349.48	58%	200.00
001-361-40-03-000 Court Current Expense	2,000.00	1,791.05	2,000.00	857.53	600.00	-	349.48	58%	200.00
001-369-81-00-000 Cash Over/Short Court	-	-	-	-	-	-	-	0%	0.00
001-386-99-07-000 SCH Safety SPD	-	-	-	-	-	-	22.24	0%	0.00
<b>Total</b>	<b>123,150.00</b>	<b>75,037.22</b>	<b>90,050.00</b>	<b>70,621.31</b>	<b>74,600.00</b>	<b>-</b>	<b>46,776.47</b>	<b>63%</b>	<b>77,950.00</b>
<b>Rental Income &amp; Event Fees</b>									
001-362-40-00-000 Rental - Multi-Purpose Center	3,000.00	5,840.00	3,000.00	9,100.00	6,000.00	-	6,225.00	104%	9,000.00
001-362-40-02-000 Orting Station	-	-	-	-	-	-	-	0%	0.00
001-362-40-00-002 Old City Hall Lease	-	-	24,000.00	33,012.05	24,000.00	-	18,076.00	75%	24,000.00
001-362-40-03-000 Lease - Chamber Office	-	1.00	-	1.00	-	-	1.00	0%	0.00
001-362-40-60-000 Library Lease	30,000.00	37,400.00	42,800.00	42,300.02	42,800.00	-	39,233.26	92%	42,800.00
<b>Total</b>	<b>33,000.00</b>	<b>43,241.00</b>	<b>69,800.00</b>	<b>84,413.07</b>	<b>72,800.00</b>	<b>-</b>	<b>63,535.26</b>	<b>87%</b>	<b>75,800.00</b>
<b>Recreation</b>									
001-337-00-00-002 Interlocal Grants Summer SEEK	-	-	30,000.00	-	-	-	-	0%	0.00
001-347-60-01-001 Dance Class	7,000.00	25,380.81	20,000.00	25,763.42	20,000.00	-	20,439.00	102%	24,000.00
001-347-60-01-002 Dance/Drill Team	-	55.00	-	-	-	-	-	0%	0.00
001-347-60-01-004 Tots Soccer	3,500.00	13,560.00	8,500.00	15,745.00	14,000.00	-	13,080.00	93%	14,000.00
001-347-60-01-006 Youth Baseball	13,500.00	-	-	-	-	-	-	0%	0.00
001-347-60-01-008 Art Class	-	1,956.27	2,500.00	5,091.08	2,500.00	-	2,640.00	106%	2,750.00
001-347-60-01-012 Puppy/Dog Training (non-tax)	12,000.00	-	-	-	-	-	-	0%	0.00
001-347-60-01-015 Tumbling	3,500.00	-	-	-	-	-	-	0%	0.00
001-347-60-01-016 Baseball 9+ Years	4,500.00	-	-	-	-	-	-	0%	0.00
001-347-60-01-017 Youth Art Class	-	1,145.00	1,000.00	1,588.20	1,000.00	-	169.00	17%	600.00
001-347-60-01-018 Playgroup	-	-	-	180.00	-	-	495.00	0%	300.00
001-347-60-02-001 Seek Day Camp reimbursement	-	-	-	1,924.00	-	-	-	0%	0.00
001-347-60-05-001 Adult Softball	4,000.00	-	-	-	-	-	-	0%	0.00
001-347-60-05-005 Youth Volleyball	1,440.00	-	-	-	-	-	-	0%	0.00
001-347-60-05-006 Fitness Class	-	3,168.00	500.00	6,672.00	5,000.00	-	1,797.00	36%	3,000.00
001-347-60-05-007 Summer Program w/o grant	-	600.00	-	3,336.46	4,000.00	-	8,280.00	207%	10,000.00
001-347-60-05-008 Holiday Programs	-	-	-	848.00	-	-	-	0%	600.00
001-347-60-05-013 Music class	-	-	-	-	-	-	-	0%	500.00
001-347-60-05-010 Line Dancing	-	-	-	642.56	-	-	1,502.00	0%	0.00
<b>Total</b>	<b>49,440.00</b>	<b>45,865.08</b>	<b>62,500.00</b>	<b>61,790.72</b>	<b>46,500.00</b>	<b>-</b>	<b>48,402.00</b>	<b>104%</b>	<b>55,750.00</b>
<b>Interest Income</b>									
001-361-11-00-000 Int - Investment Interest Earned	2,500.00	34,123.06	15,000.00	241,936.63	53,000.00	-	168,169.13	317%	110,000.00
001-361-40-00-000 Int - Sales & Use Tax	200.00	1,134.08	350.00	3,448.21	1,000.00	-	2,950.71	295%	3,000.00
001-361-40-04-000 Int - Property Tax	50.00	1,474.43	100.00	5,180.41	2,000.00	-	3,050.74	153%	3,000.00
<b>Total</b>	<b>2,750.00</b>	<b>36,731.57</b>	<b>15,450.00</b>	<b>250,565.25</b>	<b>56,000.00</b>	<b>-</b>	<b>174,170.58</b>	<b>311%</b>	<b>116,000.00</b>

## Appendix F: 2025 Revenue Detail

BARS Description	2022		2023		2024		YTD	%	2025 Budget
	Budget	Actual	Budget	Actual	Budget	Actual			
<b>Other Revenue</b>									
001-321-30-00-000 Fireworks Display/Stand	-	-	-	-	-	-	600.00	0%	400.00
001-322-90-11-000 Fees - Golf Cart Registration	50.00	-	50.00	-	-	-	-	0%	0.00
001-322-90-10-000 Mobile Vendor Permits	-	-	-	1,020.00	-	-	150.00	0%	50.00
001-322-90-09-000 Permits - Orting Valley Market Vendors	-	-	-	100.00	100.00	-	-	0%	0.00
001-333-20-00-001 FEMA Hazard Mitigation Grant	-	-	-	-	-	-	-	-	-
001-333-11-00-002 Fed Grant - Dept of Com Festival & Events	-	-	-	6,900.00	-	-	-	0%	0.00
001-333-16-00-001 Federal Grant - Dept of Justice	-	3,875.49	-	-	-	-	-	0%	0.00
001-333-20-00-000 Fed Indirect - Dept of Transportation Safety	-	-	-	3,060.77	-	-	-	0%	0.00
001-333-20-00-003 Fed Indirect Grant From DOT DUI Patrol	-	-	-	-	-	-	1,896.43	0%	0.00
001-333-21-00-000 Cares Reimbursement	-	-	-	-	-	-	-	0%	0.00
001-334-00-10-000 State Leq WASPC	-	-	-	1,815.03	-	-	-	0%	0.00
001-334-01-10-000 CJTC - Police Academy	-	-	-	20,147.72	17,000.00	-	30,576.45	180%	0.00
001-334-01-20-000 State Grant from other Judicial Agencies	-	-	-	626.56	-	-	-	0%	0.00
001-334-04-20-000 Comp Plan Update grant	-	-	65,000.00	46,470.62	65,000.00	-	62,500.00	96%	0.00
001-334-04-20-001 Commerce Grant - New City Hall	-	-	-	-	-	-	-	-	-
001-341-43-00-000 Fees - Credit Card/Debit Card	50.00	155.00	60.00	2,115.72	100.00	-	21.00	21%	100.00
001-341-96-00-000 Personnel Services	-	-	-	4,360.00	-	-	-	0%	0.00
001-341-97-00-000 Stay at Work L & I Program	-	-	-	10,000.00	-	-	-	0%	0.00
001-341-62-00-005 City Standards Copies	-	25.70	-	463.90	200.00	-	120.67	60%	100.00
001-342-10-00-000 Reimb - SRO - School District	100,000.00	110,714.37	107,000.00	91,392.13	75,000.00	-	-	0%	120,000.00
001-344-20-01-000 Gravel	-	105.00	-	60.00	-	-	135.00	0%	0.00
001-345-83-10-000 State Building Code Fees	-	58.50	-	-	-	-	-	0%	0.00
001-359-00-40-000 Fees - NSF & Charges	100.00	40.00	100.00	-	-	-	40.00	0%	0.00
001-356-50-03-000 City Drug Buy Fund	200.00	120.08	200.00	5.02	-	-	-	0%	0.00
001-362-30-00-000 Parking Permits	3,000.00	2,100.00	4,000.00	2,580.00	4,000.00	-	-	0%	2,000.00
001-362-40-04-000 Fees - Special Events	-	-	-	3,695.00	3,000.00	-	1,975.00	66%	3,500.00
001-362-40-07-000 Event Vendors	-	-	-	1,828.84	500.00	-	1,215.00	243%	1,500.00
001-367-00-00-003 Donations/Small Grants	-	-	-	-	-	-	10.00	0%	0.00
001-367-00-00-001 AWC Wellness Grant	-	125.00	-	115.00	-	-	-	0%	0.00
001-367-00-00-002 WCIA Grant	-	-	-	17,000.00	-	-	-	0%	0.00
001-369-10-00-001 Sale of Surplus Items	-	5,690.00	-	572.00	-	-	-	0%	0.00
001-369-20-00-001 Unclaimed Cash/Property	-	-	-	2.54	-	-	-	0%	0.00
001-369-30-00-003 Confiscated and Forfeited Property	-	-	-	-	-	-	-	0%	0.00
001-369-80-01-000 Cash Over/Short - Court	-	-	-	11.00	-	-	-	0%	0.00
001-369-91-00-000 Misc - Revenue	-	10.00	-	1.00	-	-	3,811.30	0%	0.00
001-382-10-00-000 Facilities Deposits	-	-	-	13,315.00	6,000.00	-	11,600.00	193%	12,000.00
001-388-10-00-000 Prior Period Adjustment	-	-	-	-	-	-	7,244.83	0%	0.00
001-389-90-00-001 Clearing Account	-	-	-	15.55	-	-	-	0%	0.00
001-395-20-02-000 Insurance Recovery - General	-	269.50	-	-	-	-	-	0%	0.00
001-397-00-00-001 Transfer in	-	-	-	-	-	-	-	0%	0.00
001-397-00-03-000 Transfer In-From Skinner Fund	4,000.00	-	2,000.00	-	-	-	-	0%	0.00
001-398-10-00-000 Insurance Recovery	-	7,583.00	-	209,587.45	-	-	8,369.10	0%	0.00
<b>Total</b>	<b>107,400.00</b>	<b>130,871.64</b>	<b>178,410.00</b>	<b>437,260.85</b>	<b>170,900.00</b>	<b>130,264.78</b>	<b>130,264.78</b>	<b>76%</b>	<b>139,650.00</b>
<b>Total General Fund</b>	<b>3,791,127.68</b>	<b>4,470,890.92</b>	<b>4,021,623.73</b>	<b>4,838,501.21</b>	<b>4,107,429.37</b>	<b>3,002,847.38</b>	<b>11.15</b>	<b>4,506,415.80</b>	

## Appendix F: 2025 Revenue Detail

BARS Description	2022		2023		2024		YTD	%	2025 Budget
	Budget	Actual	Budget	Actual	Budget				
<b>Streets Fund</b>									
101-333-20-00-101 SW Connector Design Grant/Whitehawk Blvd Ext LA-09	-	-	-	1,286.88	-	51,990.36	0%	0.00	
101-333-20-00-002 Kansas Street Grant #9906	-	79,851.40	-	180,965.40	-	-	0%	4,000,000.00	
101-334-04-20-002 Dept of Commerce - Emerg Evac Bridge 2022 Est	6,000,000.00	-	6,000,000.00	604.46	6,000,000.00	-	0%	0.00	
101-334-04-20-003 State Funded Emerg Evac Bridge Grant	2,000,000.00	-	2,000,000.00	-	-	-	0%	9,000,000.00	
101-337-00-00-101 Port of Tacoma Bridge Grant	-	-	-	-	-	25,000.00	0%	0.00	
101-397-00-09-000 Transfer from General Fund for Bridge	-	-	-	-	2,200,000.00	-	0%	0.00	
101-362-00-00-001 703 Kansas Rental Revenue	16,200.00	14,250.97	26,000.00	19,472.00	26,000.00	17,325.00	67%	26,000.00	
101-362-00-00-002 515 Calistoga Rental Revenue	-	15,904.00	24,000.00	26,368.00	24,000.00	16,000.00	67%	24,000.00	
101-334-03-60-000 DOT grant - 162 Bridge	-	-	-	-	-	626.00	0%	0.00	
101-336-00-71-000 Multimodal Transportation - City	8,000.00	11,867.18	9,000.00	11,757.53	9,000.00	5,839.59	65%	11,000.00	
101-336-00-87-000 Motor Vehicle Fuel Tax	155,000.00	169,145.88	155,000.00	167,664.40	165,000.00	103,940.85	63%	145,000.00	
101-344-10-00-000 Sidewalk Repairs	-	-	-	25,632.98	-	12,228.61	0%	3,000.00	
101-344-10-00-001 Sidewalk Excise Tax	-	-	-	2,456.45	-	148.05	0%	0.00	
101-361-11-00-101 Int - Investment Interest Earned	500.00	9,726.66	1,000.00	23,060.97	5,200.00	10,798.31	208%	6,000.00	
101-369-10-00-101 Sale of Surplus	500.00	-	500.00	-	-	-	0%	0.00	
101-397-00-00-101 ARPA Transfer from GF	-	-	-	-	-	-	0%	0.00	
<b>Total Streets</b>	<b>8,180,200.00</b>	<b>300,746.09</b>	<b>8,215,500.00</b>	<b>459,269.07</b>	<b>8,429,200.00</b>	<b>243,896.77</b>	<b>3%</b>	<b>13,215,000.00</b>	
<b>Cemetery Fund</b>									
104-343-60-01-000 Sales - Cemetery Lots	6,000.00	16,800.00	18,000.00	10,000.00	12,000.00	8,950.00	75%	8,000.00	
104-343-60-02-000 Sales - Liners	4,500.00	8,100.00	7,000.00	5,100.00	4,500.00	2,550.00	57%	2,500.00	
104-343-60-03-000 Fees - Opening & Closing	7,000.00	14,947.00	8,000.00	5,900.00	4,000.00	6,950.00	174%	5,000.00	
104-343-60-04-000 Fees - Saturday Service	1,000.00	2,750.00	2,000.00	2,300.00	2,000.00	1,200.00	60%	2,000.00	
104-343-60-05-000 Fees - Marker Setting Fees	3,500.00	6,990.00	3,500.00	4,095.00	3,500.00	4,390.00	125%	4,000.00	
104-343-60-06-000 Fees - Vase Setting	100.00	95.00	100.00	-	100.00	-	0%	0.00	
104-343-60-08-000 Fees - Setup	400.00	1,950.00	700.00	600.00	600.00	450.00	75%	150.00	
104-343-60-09-000 Sales - Columbarium Niche	5,000.00	3,600.00	5,000.00	13,000.00	5,000.00	1,069.25	21%	4,000.00	
104-361-11-00-104 Int - Investment Interest Earned	-	1,198.48	-	3,507.62	750.00	1,330.70	177%	750.00	
104-369-10-00-000 Sale of Surplus	-	-	-	-	-	-	0%	0.00	
104-343-60-10-000 Tax - Sales	500.00	4,020.69	2,000.00	3,870.98	2,000.00	2,510.45	126%	2,000.00	
104-397-00-00-104 Transfer From #001	27,800.00	-	27,000.00	48,000.00	30,000.00	-	0%	35,000.00	
<b>Total Cemetery</b>	<b>55,800.00</b>	<b>60,451.17</b>	<b>73,300.00</b>	<b>96,373.60</b>	<b>64,450.00</b>	<b>29,400.40</b>	<b>46%</b>	<b>63,400.00</b>	

## Appendix F: 2025 Revenue Detail

BARS Description	2022		2023		2024		YTD	%	2025 Budget
	Budget	Actual	Budget	Actual	Budget				
<b><u>Parks Fund</u></b>									
105-313-17-02-000 Tax - Sales Tax - Park	90,000.00	120,711.99	90,000.00	119,784.17	100,000.00	78,961.30	79%	100,000.00	
105-334-02-70-000 Grant - Gratzler Ball Fields	-	194,000.00	-	-	-	-	0%	0.00	
105-333-00-00-000 PSRC Grant Foothills Trail Realignment	-	-	-	-	-	-	0%	150,885.00	
105-345-85-00-105 Parks Impact Fees	8,400.00	18,268.71	10,000.00	-	5,000.00	2,490.00	50%	50,728.00	
105-361-11-00-105 Int - Investment Interest Earned	500.00	9,956.94	500.00	31,888.87	7,500.00	16,690.62	223%	7,500.00	
105-362-40-01-000 Rental - Bbq & Gazebo	750.00	1,710.00	750.00	2,065.00	1,300.00	2,420.00	186%	2,000.00	
105-362-40-02-105 Rental - North Park Bldg	750.00	3,475.00	750.00	4,160.00	1,500.00	5,232.00	349%	4,000.00	
105-362-40-03-105 Gratzler Park Rental	900.00	-	900.00	1,975.00	1,000.00	1,385.00	139%	1,000.00	
105-367-00-00-105 Private Contributions & Donations	100.00	-	100.00	-	-	-	0%	0.00	
105-369-10-00-000 Sale of Surplus Items	-	-	-	-	-	-	0%	0.00	
105-369-40-00-000 Judgments & Settlements	-	-	-	-	-	-	0%	0.00	
105-397-00-00-002 Transfer In	-	-	-	-	-	-	0%	0.00	
105-398-10-00-000 Insurance Recovery	-	-	-	-	-	-	0%	0.00	
<b>Total Parks</b>	<b>101,400.00</b>	<b>348,122.64</b>	<b>103,000.00</b>	<b>159,873.04</b>	<b>116,300.00</b>	<b>107,178.92</b>	<b>92%</b>	<b>316,113.00</b>	
<b><u>REET</u></b>									
111-318-34-00-105 Real Estate Excise Tax (Capital) Parks	90,000.00	315,698.64	110,000.00	71,643.45	90,000.00	57,761.23	64%	80,000.00	
111-318-34-00-101 Real Estate Excise Tax (Capital) Streets	90,000.00	315,698.50	90,000.00	71,643.45	90,000.00	57,761.24	64%	80,000.00	
111-318-35-00-105 Real Estate Excise Tax (O&M) Parks	90,000.00	10,000.00	100,000.00	71,643.38	90,000.00	57,761.23	64%	80,000.00	
111-318-35-00-101 Real Estate Excise Tax (O&M) Streets	90,000.00	100,000.00	90,000.00	71,643.38	90,000.00	57,761.22	64%	80,000.00	
<b>Total Parks Reet</b>	<b>360,000.00</b>	<b>741,397.14</b>	<b>390,000.00</b>	<b>286,573.66</b>	<b>360,000.00</b>	<b>231,044.92</b>	<b>64%</b>	<b>320,000.00</b>	
<b><u>Tourism Revenue</u></b>									
107-313-31-00-000 Retail Sales and Use Taxes	10.00	202.31	10.00	848.78	40.00	2,813.09	7033%	2,000.00	
107-313-31-00-001 Tax - Hotel-Motel Tax	200.00	551.11	200.00	4,133.57	400.00	-	0%	0.00	
107-361-11-00-107 Investment Interest Earned	10.00	92.77	10.00	195.80	70.00	121.29	173%	70.00	
<b>Total Tourism</b>	<b>220.00</b>	<b>846.19</b>	<b>220.00</b>	<b>5,178.15</b>	<b>510.00</b>	<b>2,934.38</b>	<b>575%</b>	<b>2,070.00</b>	
<b><u>Transportation Benefit District (TBD) Fund</u></b>									
108-317-60-00-000 TBD Vehicle Fees	-	19.80	-	-	-	-	0%	0.00	
108-361-11-00-108 Investment Interest Earned	400.00	4,634.21	400.00	12,282.20	2,950.00	7,663.69	260%	2,950.00	
<b>Total TBD</b>	<b>400.00</b>	<b>4,654.01</b>	<b>400.00</b>	<b>12,282.20</b>	<b>2,950.00</b>	<b>7,663.69</b>	<b>260%</b>	<b>2,950.00</b>	
<b><u>Housing Fund</u></b>									
110-313-25-00-110 Housing Sale And Use Tax	-	-	-	40,583.00	130,000.00	80,492.84	62%	100,000.00	
110-361-11-00-110 Investment Interest Earned	-	-	-	274.05	50.00	2,255.37	4511%	50.00	
<b>Total Housing</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>40,857.05</b>	<b>130,050.00</b>	<b>82,748.21</b>	<b>64%</b>	<b>100,050.00</b>	
<b><u>Police Drug Fund</u></b>									
120-361-11-00-120 Int - Investment Interest Earned	-	-	-	-	-	0.00	0%	0.00	
<b>Total Police Drug Fund</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00</b>	<b>0%</b>	<b>0.00</b>	
<b><u>Transportation Impact Fund</u></b>									
320-345-85-00-320 Transportation Impact Fees	21,490.00	49,449.56	25,000.00	-	5,000.00	6,447.00	129%	73,066.00	
320-361-11-00-320 Int - Investment Interest Earned	100.00	3,855.70	300.00	9,212.34	2,100.00	6,297.68	300%	2,100.00	
<b>Total Transportation Impact</b>	<b>21,590.00</b>	<b>53,305.26</b>	<b>25,300.00</b>	<b>9,212.34</b>	<b>7,100.00</b>	<b>12,744.68</b>	<b>180%</b>	<b>75,166.00</b>	



## Appendix F: 2025 Revenue Detail

BARS Description	2022		2023		2024		YTD	%	2025 Budget
	Budget	Actual	Budget	Actual	Budget				
<b>Water Fund</b>									
401-343-40-01-000 Sales - Water	1,897,000.00	2,186,972.58	1,900,000.00	2,349,030.67	2,250,000.00	1,536,017.96	68%	2,450,000.00	
401-343-40-00-001 Lien Fees	-	-	-	-	-	-	0%	0.00	
401-343-40-02-000 Charges - Water Hookups	9,500.00	12,354.99	11,000.00	-	5,500.00	1,940.00	35%	11,875.00	
401-343-40-03-000 Utility penalty fees	40,000.00	46,210.48	40,000.00	41,820.71	40,000.00	see 401-359	0%	0.00	
401-343-40-04-000 Water GFC	46,914.67	21,992.95	85,299.40	-	20,000.00	46,609.84	233%	174,776.32	
401-343-40-05-000 Water Surcharge	1,066.24	262.58	1,066.24	-	500.00	466.06	93%	1,747.60	
401-343-40-07-000 Hydrant Permit	100.00	3,200.00	100.00	3,200.00	200.00	200.00	100%	100.00	
401-343-40-10-000 Fees - Backflow Inspection Fees	9,000.00	11,149.62	9,000.00	10,741.15	10,000.00	-	0%	10,000.00	
401-343-40-11-000 Rev - Miscellaneous	100.00	420.00	100.00	492.51	100.00	50.00	50%	0.00	
401-343-40-12-000 Fees - NSF - Water	2,900.00	1,445.00	2,900.00	1,390.00	1,500.00	-	0%	500.00	
401-343-40-49-000 Rev - Miscellaneous	-	-	-	-	-	-	0%	0.00	
401-359-90-00-000 Fees - Utility Late Fees/Shut off	22,000.00	48,750.00	22,000.00	37,050.00	30,000.00	33,478.99	112%	30,000.00	
401-361-11-00-401 Int - Investment Interest Earned	7,000.00	34,002.75	10,000.00	125,105.24	27,000.00	94,924.93	352%	27,000.00	
401-369-10-00-401 Sale of Scrap	1,000.00	3,672.60	1,000.00	196.80	500.00	-	0%	0.00	
401-382-10-00-000 Deposits - Hydrant Deposit	-	-	-	-	-	-	0%	0.00	
401-397-00-00-401 Transfer In	-	-	-	-	-	-	0%	210,000.00	
401-398-10-00-000 Insurance Recoveries	-	-	-	-	-	-	0%	0.00	
<b>Total Water Fund</b>	<b>2,036,580.91</b>	<b>2,370,433.55</b>	<b>2,082,465.64</b>	<b>2,569,027.08</b>	<b>2,385,300.00</b>	<b>1,713,687.78</b>	<b>72%</b>	<b>2,915,998.92</b>	
<b>Water Resource Recovery (WRR) Fund</b>									
408-391-10-35-001 Solids Handling Loan	10,000,000.00	-	10,000,000.00	-	1,250,000.00	-	0%	5,000,000.00	
408-343-50-01-000 Sales - Sewer Service	2,224,000.00	2,457,720.08	2,440,000.00	2,670,476.63	2,495,000.00	2,011,742.48	81%	2,850,000.00	
408-343-50-01-001 Sales - Sewer Service High Cedars	181,000.00	196,861.39	190,000.00	156,849.01	200,000.00	12,944.25	6%	0.00	
408-343-50-02-000 Charges - Sewer Hookups	9,500.00	12,499.82	9,500.00	-	2,000.00	-	0%	11,500.00	
408-343-50-04-000 Sewer GFC	100,856.03	38,111.19	183,374.60	90,713.94	40,000.00	89,149.82	223%	375,730.26	
408-343-50-05-000 Sewer Surcharge	2,292.18	472.82	2,292.18	-	-	2,271.50	0%	3,757.34	
408-359-90-00-408 Late Fees - Sewer	-	-	-	7,498.98	-	12,487.16	0%	9,000.00	
408-361-11-00-408 Int - Investment Interest Earned	17,000.00	136,820.53	17,000.00	424,838.90	98,000.00	295,157.61	301%	98,000.00	
408-369-10-00-408 Sale of Surplus Items	500.00	-	100.00	-	-	-	0%	0.00	
408-397-00-00-408 Transfer In	-	-	-	-	-	-	0%	0.00	
408-398-10-00-000 Insurance Recoveries	-	-	-	-	-	-	0%	0.00	
<b>Total WRR Fund</b>	<b>12,535,148.21</b>	<b>2,842,485.83</b>	<b>12,842,266.78</b>	<b>3,350,377.46</b>	<b>4,085,000.00</b>	<b>2,423,752.82</b>	<b>59%</b>	<b>8,347,987.60</b>	
<b>Stormwater Fund</b>									
410-311-10-01-000 Pierce County Conservation	-	1,185.66	-	-	-	-	0%	0.00	
410-333-97-00-001 Grants - FEMA Pre-Mitigation Outfall Grant	180,000.00	37,596.19	135,000.00	-	-	-	0%	0.00	
410-334-03-15-000 Grant - NPDES State	25,000.00	-	25,000.00	75,000.00	25,000.00	-	0%	25,000.00	
410-334-03-15-001 Grant - Capacity State (Streetsweeper)	-	-	-	-	130,000.00	-	0%	50,000.00	
410-337-10-00-001 Flood Control Zone District Opportunity	-	-	64,000.00	-	60,000.00	-	0%	178,000.00	
410-337-10-00-000 Pierce County Flood District Levee Grant	120,000.00	52,683.73	98,000.00	-	60,000.00	-	0%	0.00	
410-343-10-00-000 Fees - Storm Drainage	933,000.00	1,030,919.67	933,000.00	1,078,677.02	1,120,000.00	753,129.57	67%	1,150,000.00	
410-343-10-01-000 Storm GFC	11,248.16	4,555.58	20,451.20	-	5,000.00	4,858.64	97%	30,811.75	
410-343-10-02-000 Charges - GFC Surcharge	255.64	-	255.64	-	-	-	0%	308.00	
410-343-10-02-001 Storm Surcharge	-	55.79	-	-	-	-	0%	0.00	
410-359-90-00-410 Late Fees - Storm	-	-	-	1,863.14	-	6,781.04	0%	5,000.00	
410-359-90-01-410 Illicit Discharge Fees	-	-	-	-	-	868.02	0%	0.00	
410-361-11-00-410 Int - Investment Interest Earned	5,000.00	31,876.68	5,000.00	112,399.69	25,000.00	71,458.54	286%	25,000.00	
410-369-10-00-000 Sale of Surplus Items	100.00	-	100.00	-	-	387.55	0%	0.00	
410-397-00-00-009 Transfer In	-	-	-	-	-	-	0%	0.00	
410-398-10-00-000 Insurance Recoveries	-	-	-	-	-	-	0%	0.00	
<b>Total Stormwater Fund</b>	<b>1,274,603.80</b>	<b>1,158,873.30</b>	<b>1,280,806.84</b>	<b>1,267,939.85</b>	<b>1,425,000.00</b>	<b>837,483.36</b>	<b>59%</b>	<b>1,464,119.75</b>	

## Appendix F: 2025 Revenue Detail

BARS Description	2022		2023		2024		YTD	%	2025 Budget
	Budget	Actual	Budget	Actual	Budget				
<b><u>Cemetery Prepetual Fund</u></b>									
701-361-11-00-701 Int - Investment Interest Earned	100.00	3,731.41	2,000.00	1,772.78	500.00	2,989.33	598%		500.00
701-397-00-01-000 Transfer from Cemetery 104 Fund	2,000.00	-	-	-	-	-	0%		0.00
<b>Total Cemetery Prepetual Fund</b>	<b>2,100.00</b>	<b>3,731.41</b>	<b>2,000.00</b>	<b>1,772.78</b>	<b>500.00</b>	<b>2,989.33</b>	<b>598%</b>		<b>500.00</b>
<b><u>Skinner Fund</u></b>									
704-361-11-00-704 Int - Investment Interest Earned	100.00	3,400.10	2,000.00	1,498.62	400.00	2,687.15	672%		400.00
<b>Total Skinner Fund</b>	<b>100.00</b>	<b>3,400.10</b>	<b>2,000.00</b>	<b>1,498.62</b>	<b>400.00</b>	<b>2,687.15</b>	<b>672%</b>		<b>400.00</b>

Appendix G: Expense Detail

See next page for Expense Detail.

# Appendix G: 2025 Expenses

BARS Description	2022		2023		2024		%	2025 Budget
	Budget	Actual	Budget	Actual	Budget	As of 8.31.24		
<b>General Fund</b>								
<b>Legislative - Council</b>								
001-511-20-49-000 Dues - Assoc of Wa Cities (AWC)	6,364.00	6,293.00	7,204.00	6,811.00	7,204.00	7,073.00	98%	7,195.00
001-511-20-49-001 Dues - Puget Sound Regional Council	2,400.00	7,903.38	5,200.00	6,761.00	4,500.00	-	0%	7,000.00
001-511-20-49-003 Dues - Orting Chamber of Commerce	-	-	-	200.00	-	-	0%	200.00
001-511-20-49-004 Dues - Pierce County Regional Council	500.00	3,133.50	-	2,758.38	2,800.00	1,125.09	40%	2,800.00
001-511-60-10-000 Salary Council	25,200.00	25,150.28	25,200.00	20,642.85	25,200.00	16,800.00	67%	25,200.00
001-511-60-20-000 Benefits - OASI	-	-	-	481.95	-	1,285.20	0%	1,927.80
001-511-60-21-000 Benefits - Labor & Industries	-	-	-	41.58	-	94.08	0%	125.44
001-511-60-31-001 Supplies - Council Office & Operating	1,000.00	1,165.20	1,000.00	2,007.26	1,100.00	514.53	47%	1,500.00
001-511-60-31-002 Council Communication Devices - Tablets	2,000.00	743.90	2,000.00	1,729.55	7,000.00	-	0%	2,000.00
001-511-60-31-003 Council Discretionary Fund	21,000.00	19,063.00	-	-	-	-	0%	-
001-511-60-41-001 Training - Council Workshops	4,000.00	5,165.95	4,800.00	5,347.88	3,500.00	15,053.43	430%	8,000.00
001-511-60-49-001 Publications - Council	2,600.00	2,600.51	2,000.00	1,681.83	1,500.00	1,414.88	94%	1,700.00
001-511-60-49-003 Services - Official Publication	-	-	-	-	-	-	0%	-
<b>Total Legislative</b>	<b>65,064.00</b>	<b>71,218.72</b>	<b>47,404.00</b>	<b>48,463.28</b>	<b>52,804.00</b>	<b>43,360.21</b>	<b>82%</b>	<b>57,648.24</b>
<b>Judicial - Court</b>								
<b>Salary &amp; Benefits</b>								
001-512-51-10-000 Salary - Municipal Court Administrator	80,369.02	82,795.76	86,091.29	87,532.23	96,334.20	64,458.64	67%	105,896.84
001-512-51-10-004 Overtime - Court	500.00	-	-	-	-	-	0%	-
001-512-51-12-000 Salary - Municipal Court Asst Clerk	27,363.69	27,893.94	30,191.35	30,743.78	32,032.00	22,556.16	70%	33,985.58
001-512-51-20-000 Benefits - OASI	8,399.57	8,466.99	9,066.19	9,044.31	10,008.30	6,638.20	66%	8,480.32
001-512-51-22-000 Benefits - Retirement	13,972.93	11,396.76	15,081.86	11,203.95	16,649.10	8,770.37	53%	18,142.75
001-512-51-23-000 Benefits - Medical, Dental, Vision, LTD	22,275.72	20,180.35	21,166.34	18,927.65	22,029.98	14,327.03	65%	23,499.95
001-512-51-21-000 Benefits - Labor & Industries	527.59	429.63	527.59	416.59	683.09	240.15	35%	683.09
<b>Total</b>	<b>153,408.53</b>	<b>151,163.43</b>	<b>162,124.61</b>	<b>157,868.51</b>	<b>177,736.67</b>	<b>116,990.55</b>	<b>66%</b>	<b>190,688.52</b>
<b>O&amp;M</b>								
001-512-51-31-000 Supplies - Court - Office	4,500.00	3,812.36	4,500.00	4,637.27	3,850.00	2,044.61	53%	4,000.00
001-512-51-31-001 Postage - Court	1,500.00	1,392.78	1,500.00	1,379.48	1,000.00	300.80	30%	800.00
001-512-51-40-001 Services - Court	-	-	-	-	2,000.00	257.33	13%	300.00
001-512-51-41-001 IT - Computer Maintenance - Court	1,000.00	1,745.62	750.00	958.84	1,400.00	3,276.30	234%	9,120.00
001-512-51-41-003 State Audit - Court	900.00	1,089.39	540.00	188.29	400.46	374.61	94%	540.00
001-512-51-41-007 Landscaping Services	350.00	265.04	500.00	1,234.34	300.00	276.99	92%	1,200.00
001-512-51-41-008 Contract - Janitorial - Court	910.00	861.79	910.00	1,077.99	910.00	811.00	89%	443.30
001-512-51-41-009 Municipal Court Judge	25,750.00	25,709.88	25,750.00	26,520.00	26,522.50	16,970.00	64%	27,000.00
001-512-51-42-000 Phone & Internet	3,000.00	3,017.34	3,000.00	3,714.37	3,300.00	3,010.95	91%	3,800.00
001-512-51-42-001 City Hall Repairs & Maintenance	-	552.65	480.00	1,912.67	1,200.00	10,831.32	903%	1,500.00
001-512-51-47-001 Electricity - City Hall - Court	-	993.34	2,380.00	1,483.68	2,720.00	1,269.63	47%	2,080.00
001-512-51-48-000 R & M Office Equipment - Court	300.00	760.00	300.00	281.58	300.00	-	0%	-
001-512-51-49-002 Service - Petit Jury	-	-	-	-	-	-	0%	-
001-512-51-49-003 Training - Court	1,500.00	-	1,000.00	648.27	1,500.00	-	0%	3,000.00
001-512-51-49-005 Service - Court Appointed Interpreter	1,000.00	1,036.21	1,000.00	1,990.00	1,100.00	910.00	83%	1,500.00
001-512-51-49-006 Dues - Court Memberships/Subscriptions	-	154.65	-	258.75	-	-	0%	300.00
001-512-51-49-007 Svc Fees - CC & bank Etc	2,600.00	1,854.72	1,500.00	1,097.84	1,900.00	864.80	46%	1,200.00
<b>Total</b>	<b>43,310.00</b>	<b>43,245.77</b>	<b>44,110.00</b>	<b>47,383.37</b>	<b>48,402.96</b>	<b>41,198.34</b>	<b>85%</b>	<b>56,783.30</b>
<b>Capital</b>								
001-591-12-70-000 Leases - Court (Software)	-	-	4,363.75	4,183.99	1,320.00	1,253.78	95%	2,665.82
001-594-12-41-002 Phone Lease	805.00	998.85	1,085.00	1,215.14	1,100.00	644.88	59%	1,120.00
<b>Total</b>	<b>805.00</b>	<b>998.85</b>	<b>1,085.00</b>	<b>1,215.14</b>	<b>1,100.00</b>	<b>644.88</b>	<b>59%</b>	<b>3,785.82</b>
<b>Total Court</b>	<b>197,523.53</b>	<b>195,408.05</b>	<b>212,383.36</b>	<b>206,467.02</b>	<b>227,239.63</b>	<b>158,833.77</b>	<b>70%</b>	<b>251,257.65</b>

# Appendix G: 2025 Expenses

BARS Description	2022		2023		2024		%	2025
	Budget	Actual	Budget	Actual	Budget	As of 8.31.24		Budget
<b>Executive - Mayor/City Administrator</b>								
<b>Salary &amp; Benefits</b>								
001-513-10-10-000 Salary - Mayor	30,000.00	32,002.36	30,000.00	25,014.55	30,000.00	20,000.00	67%	30,000.00
001-513-10-11-000 Salary - City Administrator	53,162.98	51,251.57	61,300.53	57,198.02	59,455.79	39,861.91	67%	94,702.29
001-513-10-20-000 Benefits - OASI	4,325.38	6,368.85	4,919.31	6,462.48	4,635.58	4,579.38	99%	7,583.85
001-513-10-21-000 Benefits - Labor & Industries	123.10	358.23	123.10	359.84	232.25	197.91	85%	232.25
001-513-10-22-000 Benefits - Retirement	6,895.24	5,231.44	7,950.68	5,435.70	7,711.42	3,996.67	52%	12,282.89
001-513-10-23-000 Benefits - Medical, Dental, Vision, LTD	3,335.72	8,723.93	8,261.23	9,044.83	8,574.20	6,837.36	80%	13,425.50
<b>Total</b>	<b>97,842.42</b>	<b>103,936.38</b>	<b>112,554.85</b>	<b>103,515.42</b>	<b>110,609.24</b>	<b>75,473.23</b>	<b>68%</b>	<b>158,226.77</b>
<b>Executive O&amp;M</b>								
001-513-10-31-000 Supplies - Exec. Office & Operating	1,950.00	950.32	2,150.00	1,043.02	1,350.00	370.47	27%	1,000.00
001-513-10-31-001 Postage - Executive	50.00	-	50.00	129.33	100.00	11.00	11%	-
001-513-10-31-003 Health & Wellness Program	300.00	810.77	450.00	-	450.00	-	0%	450.00
001-513-10-41-001 Services - Professional Services	15,000.00	6,760.00	7,500.00	25,190.00	4,200.00	6,428.94	153%	15,000.00
001-513-10-43-000 Reimb - Travel Exp-Meals, Mileage	1,000.00	668.22	1,000.00	1,190.95	1,000.00	720.87	72%	1,200.00
001-513-10-49-000 Training - Executive	2,000.00	2,551.93	2,000.00	1,829.81	2,000.00	6,355.84	318%	8,000.00
001-513-23-41-001 IT - Computer Maintenance - Exec	1,500.00	1,262.22	-	384.57	800.00	796.82	100%	1,140.00
<b>Total</b>	<b>21,800.00</b>	<b>13,003.46</b>	<b>13,150.00</b>	<b>29,767.68</b>	<b>9,900.00</b>	<b>14,683.94</b>	<b>148%</b>	<b>26,790.00</b>
<b>Total Executive</b>	<b>119,642.42</b>	<b>133,694.16</b>	<b>134,904.85</b>	<b>133,283.10</b>	<b>120,509.24</b>	<b>90,157.17</b>	<b>75%</b>	<b>185,016.77</b>
<b>Clerk/Finance</b>								
<b>Salary &amp; Benefits</b>								
001-514-20-10-000 Salary - General Fund	132,866.88	90,281.91	106,650.12	98,781.55	116,365.61	78,190.14	67%	120,784.09
001-514-20-11-000 Salary - City Clerk	48,840.25	56,335.04	61,817.99	58,671.25	66,207.36	43,841.75	66%	82,484.65
001-514-20-12-000 Salary - City Treasurer	44,688.93	44,683.72	47,870.78	45,880.23	47,860.77	32,273.26	67%	48,359.98
001-514-20-13-000 Salary - Facility	1,000.00	8,163.57	1,000.00	5,915.74	5,000.00	6,295.77	126%	-
001-514-20-14-000 Overtime - Finance/Admin Dept.	2,500.00	3,294.41	2,500.00	1,354.06	2,500.00	2,786.70	111%	3,000.00
001-514-20-20-000 Benefits - OASI	18,155.67	18,289.22	18,202.14	17,870.14	19,699.65	11,682.03	59%	21,803.76
001-514-20-21-000 Benefits - Labor & Industries	1,219.65	1,204.43	1,082.68	990.31	1,135.65	443.32	39%	1,843.29
001-514-20-22-000 Benefits - Retirement	28,902.98	20,144.21	28,112.30	19,178.59	30,089.67	14,240.17	47%	32,655.79
001-514-20-23-000 Benefits - Medical, Dental, Vision, LTD	54,418.31	33,081.71	27,158.13	19,800.05	21,154.05	14,367.85	68%	22,340.83
001-517-78-20-000 Unemployment Compensation	8,000.00	23,586.37	4,000.00	-	4,000.00	17,905.37	448%	12,000.00
<b>Total</b>	<b>340,592.67</b>	<b>299,064.59</b>	<b>298,394.14</b>	<b>268,441.92</b>	<b>314,012.76</b>	<b>222,026.36</b>	<b>71%</b>	<b>345,272.39</b>
<b>O&amp;M</b>								
001-518-20-40-003 Old City Hall Expenses	6,500.00	11,830.02	2,000.00	1,594.19	1,000.00	11,023.74	1102%	5,000.00
001-514-21-41-001 Contract - Janitorial - Finance	2,340.00	2,216.04	1,640.00	2,771.96	1,640.00	2,274.65	139%	1,344.20
001-514-21-47-001 Electricity - City Hall - Finance	4,000.00	4,698.12	6,200.00	4,473.32	7,140.00	3,332.85	47%	5,460.00
001-514-21-48-001 City Hall Repairs & Maintenance	1,000.00	8,805.35	1,260.00	20,566.64	7,500.00	32,717.34	436%	5,700.00
001-514-23-31-001 Postage - Finance/Admin	2,500.00	1,023.66	1,000.00	1,150.83	750.00	518.62	69%	1,000.00
001-514-23-31-002 Supplies - Finance Office & Operating	9,000.00	7,690.69	9,000.00	7,197.00	8,000.00	3,469.65	43%	8,000.00
001-514-23-41-004 IT - Computer Maintenance	3,500.00	7,127.76	7,000.00	6,003.83	6,400.00	15,120.68	236%	23,940.00
001-514-23-41-010 Contract - Codifiers	2,000.00	1,885.25	3,000.00	2,938.20	3,000.00	3,605.00	120%	3,000.00
001-514-23-41-012 IT - Website Maintenance	4,200.00	3,153.48	2,450.00	2,788.72	2,791.25	-	0%	3,025.00
001-514-23-41-014 State Audit - Finance	2,750.00	3,048.01	1,190.00	564.85	4,408.67	3,937.40	89%	1,890.00
001-514-23-41-016 Landscaping Services	1,250.00	1,117.23	1,560.00	4,361.70	1,560.00	926.64	59%	3,150.00
001-514-23-41-017 Copier - Maintenance	4,400.00	-	3,000.00	1,596.03	1,218.00	1,535.57	126%	2,000.00
001-514-23-42-000 Phone & Internet	10,000.00	11,442.37	10,000.00	15,460.26	12,000.00	12,544.93	105%	16,000.00
001-514-23-43-000 Reimb - Travel Exp-Meals, Mileage	400.00	3,662.89	400.00	638.70	400.00	-	0%	600.00
001-514-23-49-006 Services - Office & Operating	3,800.00	2,088.10	3,800.00	745.70	2,000.00	222.10	11%	500.00
001-514-23-49-008 Vehicle Licensing	-	213.00	-	-	-	-	0%	-
001-514-23-49-005 Miscellaneous	-	(0.05)	-	(0.08)	-	-	0%	-
001-514-20-41-019 Training - Finance Staff	1,000.00	2,035.73	1,000.00	1,861.04	1,000.00	3,450.17	345%	2,000.00
001-514-20-41-049 Training - Finance Director	1,000.00	210.10	1,000.00	375.00	1,000.00	609.65	61%	500.00
001-514-20-41-050 Dues - Membership	150.00	750.00	150.00	800.00	485.00	2,748.23	567%	2,500.00
001-514-40-41-019 Record Services - PRR contract	-	-	-	-	1,800.00	746.97	41%	6,000.00

## Appendix G: 2025 Expenses

BARS Description	2022		2023		2024			2025
	Budget	Actual	Budget	Actual	Budget	As of 8.31.24	%	Budget
001-514-40-49-006 ARPA City Hall Barrier (Capital Exp)	-	61,427.91	-	-	-	-	0%	-
001-514-40-41-050 Professional Services	-	-	-	2,661.07	500.00	10,350.83	2070%	12,000.00
001-518-10-41-001 Personnel Services - HR	2,000.00	16,064.50	1,000.00	6,132.33	1,000.00	9,891.00	989%	6,000.00
001-518-30-40-001 Property Expenses Paid to Pierce County	800.00	-	800.00	-	-	-	0%	-
001-519-00-46-000 Insurance/Bonds WCIA - Finance	30,151.03	33,969.30	46,951.03	48,137.10	68,263.40	69,417.43	102%	63,846.39
<b>Total</b>	<b>92,741.03</b>	<b>184,459.46</b>	<b>115,279.88</b>	<b>132,818.39</b>	<b>133,856.32</b>	<b>188,443.45</b>	<b>141%</b>	<b>173,455.59</b>
<b>Capital</b>								
001-591-14-70-000 Leases - Finance (Software)	-	-	13,758.85	2,535.50	3,960.00	3,761.35	95%	3,663.52
001-594-14-41-003 Phone Lease	1,400.00	2,063.52	2,850.00	3,189.72	3,000.00	1,792.11	60%	2,940.00
001-594-14-60-002 Capout Finance - Computers (2)	1,000.00	101.52	1,000.00	-	-	-	0%	-
<b>Total</b>	<b>2,400.00</b>	<b>2,165.04</b>	<b>6,850.00</b>	<b>3,189.72</b>	<b>3,000.00</b>	<b>1,792.11</b>	<b>60%</b>	<b>6,603.52</b>
<b>Total Clerk/Finance</b>	<b>435,733.70</b>	<b>485,689.09</b>	<b>420,524.02</b>	<b>404,450.03</b>	<b>450,869.08</b>	<b>412,261.92</b>	<b>91%</b>	<b>525,331.51</b>
<b>Legal</b>								
001-515-41-41-001 Legal - City Attorney Retainer	-	24,475.00	-	-	-	-	0%	-
001-515-41-41-002 Legal - City Attorney Services	60,000.00	18,640.39	60,000.00	51,427.89	40,000.00	57,754.54	144%	45,000.00
001-515-41-41-003 Prosecuting Attorney Contract	23,500.00	24,843.00	23,500.00	25,998.90	26,480.00	15,400.00	58%	26,000.00
001-515-41-41-004 Legal - Chronic Nuisance	5,000.00	8,675.04	5,000.00	735.02	5,000.00	3,463.50	69%	4,000.00
001-515-41-41-005 Legal - HR	5,000.00	7,740.57	5,000.00	42,179.05	9,500.00	32,916.07	346%	10,000.00
001-515-41-41-006 Legal - Code Enforcement	500.00	9,995.74	500.00	15,274.99	6,000.00	11,162.91	186%	8,000.00
001-515-41-41-007 Legal - Development	7,000.00	1,460.32	7,000.00	13,119.56	3,000.00	24,779.69	826%	5,000.00
001-512-51-49-008 Conflict Public Defender	500.00	350.00	500.00	150.00	500.00	1,500.00	300%	500.00
001-512-51-49-001 Fees - Court Appointed Attorney	26,400.00	25,598.67	26,400.00	24,202.36	27,300.00	17,832.66	65%	28,000.00
<b>Total Legal</b>	<b>127,900.00</b>	<b>121,778.73</b>	<b>127,900.00</b>	<b>173,087.77</b>	<b>117,780.00</b>	<b>164,809.37</b>	<b>140%</b>	<b>126,500.00</b>
<b>Police</b>								
<b>Salary &amp; Benefits</b>								
001-521-10-10-000 Salary - Police Chief	144,319.26	106,997.36	150,961.60	144,711.90	159,247.56	106,533.83	67%	175,031.35
001-521-10-10-004 Salary - Civil Service Secretary	3,600.00	1,200.00	-	-	-	-	0%	-
001-521-10-11-000 Salary - Police Clerk	60,315.06	71,705.11	66,547.77	70,112.15	68,548.48	50,044.85	73%	77,191.69
001-521-10-20-000 Admin - Benefits - OASI	-	-	-	4,276.64	-	12,189.63	0%	20,398.80
001-521-10-21-000 Admin - Benefits - Labor & Industries	-	-	-	395.29	-	330.83	0%	6,743.10
001-521-10-22-000 Admin - Benefits - Retirement	-	-	-	3,064.01	-	10,847.52	0%	19,340.93
001-521-10-23-000 Admin - Benefits - Med, Dental, Vision, LTD	-	-	-	8,628.48	-	23,685.62	0%	33,922.50
001-521-25-10-000 Sgt Salary - Police Sergeant (43%)	95,569.31	127,264.53	99,470.65	130,107.71	51,476.46	66,484.82	129%	111,943.47
001-521-25-20-000 Sgt Benefits - OASI	-	-	-	3,573.95	-	7,308.31	0%	9,184.18
001-521-25-21-000 Sgt Benefits - Labor & Industries	-	-	-	1,069.96	-	2,256.86	0%	5,407.43
001-521-25-22-000 Sgt Benefits - Retirement	-	-	-	1,773.46	-	5,353.66	0%	5,966.59
001-521-25-23-000 Sgt Benefits - Medical, Dental, Vision, LTD	-	-	-	4,553.29	-	9,269.14	0%	13,603.04
001-521-70-10-000 Salary - Police Sgt- Traffic (57%)	126,684.90	115,083.00	131,856.44	102,379.68	68,236.23	88,131.02	129%	148,390.19
001-521-70-11-000 Salary - Police Officer	633,141.52	691,357.68	773,056.33	691,321.83	862,348.38	331,583.10	38%	830,998.46
001-521-70-14-000 Overtime - PD	55,000.00	212,403.85	55,000.00	182,624.25	55,000.00	113,291.68	206%	55,000.00
001-521-70-20-000 Benefits - OASI	46,804.58	136,350.24	0.00	86,337.87	140,920.72	38,005.94	27%	83,817.06
001-521-70-21-000 Benefits - Labor & Industries	-	-	-	29,158.83	-	14,960.81	0%	44,894.25
001-521-70-22-000 Benefits - Retirement	70,324.55	67,959.23	-	57,254.04	62,528.78	28,348.30	45%	55,132.91
001-521-70-23-000 Benefits - Medical, Dental, Vision, LTD	248,951.96	179,035.30	-	172,372.41	192,884.44	65,323.09	34%	154,869.52
<b>Total</b>	<b>1,484,711.14</b>	<b>1,709,356.30</b>	<b>1,276,892.78</b>	<b>1,693,715.75</b>	<b>1,661,191.04</b>	<b>973,949.01</b>	<b>59%</b>	<b>1,851,835.49</b>
<b>O&amp;M</b>								
001-519-00-46-001 Insurance/Bonds WCIA - Police	41,941.10	45,292.40	67,941.10	70,601.08	98,538.89	100,204.75	102%	113,348.26
001-521-10-40-005 South Sound 911	130,000.00	129,660.00	130,000.00	127,570.00	145,000.00	108,697.50	75%	151,000.00
001-521-10-40-007 Accreditation	8,000.00	425.35	-	982.18	-	-	0%	-
001-521-10-40-008 State Audit PD	3,000.00	3,215.96	5,935.00	3,012.61	880.58	785.45	89%	5,400.00
001-521-10-49-000 Dues - WA Assoc. of Sheriffs	-	120.00	-	185.00	120.00	-	0%	-
001-521-10-49-001 Dues - Misc	500.00	229.98	500.00	982.61	1,000.00	380.00	38%	1,000.00
001-521-20-31-001 Benefits - Uniforms & Clothing	15,000.00	15,625.05	17,000.00	16,927.72	15,000.00	12,967.30	86%	15,000.00

## Appendix G: 2025 Expenses

BARS Description	2022		2023		2024			2025
	Budget	Actual	Budget	Actual	Budget	As of 8.31.24	%	Budget
001-521-20-31-002 Supplies - Civil Service Comm.	300.00	-	-	108.67	150.00	157.73	105%	150.00
001-521-20-31-003 Supplies - PD - Office & Operating	7,650.00	22,108.57	15,050.00	19,763.48	18,050.00	13,508.14	75%	22,050.00
001-521-20-31-009 Ballistic Carrier Plates	-	-	8,000.00	8,237.82	-	-	0%	-
001-521-20-31-010 PD Equipment	-	-	2,000.00	2,042.16	-	2,800.58	0%	5,000.00
001-521-20-32-000 Gasoline - PD	22,000.00	27,603.45	22,000.00	24,215.44	20,000.00	14,921.91	75%	20,000.00
001-521-20-34-000 Supplies - Lexipol	5,500.00	-	5,500.00	83.20	6,000.00	7,286.48	121%	7,500.00
001-521-20-41-000 Benefits - Medical Exams	2,000.00	2,297.00	1,500.00	6,165.50	3,000.00	7,575.06	253%	1,500.00
001-521-20-41-001 IT - Computer Maintenance	20,000.00	21,181.59	21,000.00	25,337.26	21,000.00	21,142.36	101%	30,780.00
001-521-20-41-002 Civil Service Legal Expense	400.00	-	400.00	5,299.96	-	-	0%	-
001-521-20-41-003 Victim Advocate Services	-	-	-	-	-	3,950.00	0%	6,900.00
001-521-20-41-004 Contract - Janitorial - PD	3,900.00	3,693.39	3,900.00	4,183.43	3,900.00	3,644.50	93%	3,818.10
001-521-20-41-005 Public Safety Testing	-	-	-	6,874.04	-	630.00	0%	-
001-521-20-42-000 Phone & Internet	11,000.00	24,902.08	17,000.00	26,612.52	24,000.00	18,976.64	79%	26,000.00
001-521-20-42-001 Communications - Cell Phones & Vehicles	16,400.00	-	-	195.46	-	117.03	0%	-
001-521-20-45-003 Services - Office & Operating	7,500.00	4,283.32	7,500.00	7,179.07	8,000.00	6,881.61	86%	9,400.00
001-521-20-48-002 R & M - Vehicles	6,000.00	15,839.14	6,000.00	12,478.09	7,500.00	10,813.99	144%	10,000.00
001-521-20-49-000 Service - Crime Prevention Programs	1,000.00	929.17	-	-	-	-	0%	-
001-521-21-31-001 Supplies - Investigation & Evidence	5,000.00	4,901.61	2,500.00	2,300.15	2,500.00	896.93	36%	2,500.00
001-521-23-41-000 Dues - TRT/Collision Inv team	5,000.00	-	5,000.00	2,454.17	10,000.00	-	0%	6,000.00
001-521-40-31-001 Training Supplies	-	-	-	387.30	500.00	-	0%	500.00
001-521-40-31-002 Community Outreach Supplies	-	190.52	1,000.00	1,248.42	1,000.00	-	0%	21,000.00
001-521-40-41-006 Academy Tuition	3,500.00	-	2,500.00	4,947.00	5,000.00	2,646.00	53%	5,000.00
001-521-40-49-000 Training - PD	20,000.00	15,925.99	20,000.00	13,145.91	20,000.00	6,341.38	32%	20,000.00
001-521-50-41-002 Legal - Services - PD	1,500.00	1,689.92	-	5,299.96	1,500.00	3,114.03	208%	2,000.00
001-521-50-42-004 Landscaping Services	1,250.00	1,169.21	1,870.00	4,469.62	1,870.00	1,643.42	88%	4,500.00
001-521-50-42-005 City Hall Repairs and Maintenance	-	1,845.11	1,800.00	8,619.95	4,300.00	33,787.06	786%	\$3,990.00
001-521-50-42-006 Electricity - City Hall - PD	-	9,226.49	6,240.00	6,936.54	10,200.00	4,760.21	47%	7,800.00
001-521-50-48-005 R & M - Bicycles	500.00	-	500.00	-	200.00	-	0%	-
001-521-50-49-002 Dues - PC Police Chiefs Assoc	-	400.00	-	-	450.00	-	0%	-
001-521-70-25-000 Benefits - Gym Membership	3,000.00	2,400.00	3,000.00	2,400.00	2,600.00	2,700.00	104%	2,800.00
001-521-70-40-000 Traffic Safety Lookup Cameras	3,000.00	-	3,000.00	-	-	36,682.50	0%	30,000.00
<b>Total</b>	<b>344,841.10</b>	<b>355,155.30</b>	<b>369,541.85</b>	<b>421,246.32</b>	<b>432,259.47</b>	<b>428,012.56</b>	<b>99%</b>	<b>534,936.36</b>
<b>Capital</b>								
001-591-21-70-003 2018 Police Vehicle Purchase (P)	45,191.45	45,191.45	40,818.15	40,818.15	-	-	0%	-
001-591-21-70-001 Leases - PD (copiers & software)	3,200.00	228.96	6,905.75	5,106.30	3,820.00	2,818.24	74%	9,534.21
001-592-21-80-002 2018 Police Vehicle Purchase (I)	3,826.27	3,826.27	1,133.73	1,133.73	-	-	0%	-
001-594-21-64-001 Police Vehicle	60,000.00	22,367.71	70,000.00	175,754.08	140,000.00	29,051.59	21%	70,000.00
001-594-21-64-002 Police Radios	-	-	-	-	20,000.00	2,484.45	12%	-
001-594-21-64-037 Capout - PD - Equipment	-	-	-	(479.68)	-	-	0%	-
001-594-21-64-039 Night Vision Equipment	-	-	4,500.00	4,500.00	4,500.00	-	0%	-
001-594-21-64-043 Taser Lease	25,700.00	25,548.34	25,700.00	-	25,700.00	25,033.17	97%	25,003.17
001-594-21-64-046 Computer Replacement - in cars	11,000.00	9,115.39	6,000.00	590.25	6,000.00	812.96	14%	-
001-594-21-64-049 Police - Duty Sidearms	-	-	-	-	-	-	0%	-
001-594-21-64-050 Police - Less than Lethal Equipment	-	1,017.22	-	-	2,000.00	-	0%	-
001-594-21-64-051 Police - Rifles	2,500.00	4,594.64	5,000.00	900.71	3,000.00	-	0%	6,000.00
001-594-21-64-053 Phone Lease	3,600.00	4,135.20	4,075.00	4,556.78	4,075.00	2,412.59	59%	\$4,200.00
001-594-21-64-054 Fingerprinting Machine	-	-	-	-	10,000.00	-	0%	-
<b>Total</b>	<b>155,017.72</b>	<b>115,796.22</b>	<b>164,132.63</b>	<b>232,880.32</b>	<b>219,095.00</b>	<b>62,613.00</b>	<b>29%</b>	<b>114,737.38</b>
<b>Total Police</b>	<b>1,984,569.96</b>	<b>2,180,602.78</b>	<b>2,391,758.66</b>	<b>2,347,842.39</b>	<b>2,312,545.51</b>	<b>1,464,574.57</b>	<b>63%</b>	<b>2,501,509.24</b>
<b>Fire</b>								
001-522-30-48-004 Fees - Fire Investigation	1,500.00	3,284.56	1,500.00	2,463.42	1,500.00	-	0%	2,000.00
<b>Total Fire</b>	<b>1,500.00</b>	<b>3,218.56</b>	<b>1,500.00</b>	<b>2,463.42</b>	<b>1,500.00</b>	<b>-</b>	<b>0%</b>	<b>2,000.00</b>

# Appendix G: 2025 Expenses

BARS Description	2022		2023		2024		%	2025 Budget
	Budget	Actual	Budget	Actual	Budget	As of 8.31.24		
<b>Jail</b>								
001-523-21-41-000 Fees - Home Monitoring	500.00	111.50	500.00	-	500.00	3,137.00	627%	1,000.00
001-523-60-41-000 Fees - Jail	60,000.00	114,561.58	70,000.00	36,416.45	60,000.00	56,852.17	95%	75,000.00
<b>Total Jail</b>	<b>60,500.00</b>	<b>114,673.08</b>	<b>70,500.00</b>	<b>36,416.45</b>	<b>60,500.00</b>	<b>59,989.17</b>	<b>99%</b>	<b>76,000.00</b>
<b>Planning, Building &amp; Code Enforcement</b>								
001-524-10-10-000 Salary - Director, Bldg Official	85,263.49	85,274.97	83,353.59	79,357.92	106,421.39	50,317.79	47%	99,388.05
001-524-10-10-011 Overtime - Bldg	-	14.64	-	-	-	-	0%	-
001-524-10-20-000 Benefits-OASI	1,895.55	6,691.72	1,895.55	5,803.48	8,308.33	3,725.16	45%	13,403.34
001-524-10-21-000 Benefits-Labor & Industries	629.59	283.30	543.52	258.47	1,362.41	896.19	66%	1,362.41
001-524-10-22-000 Benefits-Retirement	18,276.19	9,186.96	16,041.47	8,580.88	13,436.98	5,032.72	37%	21,316.69
001-524-10-23-000 Benefits - Medical, Dental, Vision, LTD	37,470.09	20,800.43	26,799.38	12,981.57	15,801.64	12,185.20	0%	26,105.94
001-524-20-10-000 Salary - City Administrator	1,518.94	1,464.41	1,751.44	1,634.22	1,698.74	1,138.90	67%	1,856.91
001-524-20-11-000 Salary - City Clerk	827.80	1,486.61	1,047.76	994.39	1,122.16	743.13	66%	1,398.04
001-524-20-12-000 Salary - Building Department Support	1,094.55	1,264.47	-	5,984.50	3,601.22	11,810.99	328%	16,096.17
001-524-60-10-000 Salary - Code Enforcement Officer	41,261.01	23,694.55	36,771.05	51,501.31	40,648.45	25,837.00	64%	45,614.61
001-524-60-20-000 Benefits - OASI	-	-	-	1,000.77	-	1,045.90	0%	-
001-524-60-21-000 Benefits - Labor & Industries	-	-	-	-	-	64.55	0%	1,130.16
001-524-60-22-000 Benefits - Retirement	-	-	-	-	-	1,201.09	0%	-
001-524-60-23-000 Benefits - Medical, Dental, Vision, LTD	-	-	-	-	-	52.99	0%	-
001-544-20-10-000 Engineer Salary	-	11,980.51	-	7,388.53	-	-	0%	-
001-558-60-10-000 Planning Salary - Community Development	-	-	-	-	-	20,759.39	0%	78,143.86
001-558-60-11-000 Planning Salary - Development Staff	-	-	-	-	-	302.27	0%	-
001-558-60-20-000 Planning Benefits - OASI	-	-	-	-	-	1,859.91	0%	6,257.84
001-558-60-21-000 Planning Benefits - Labor & Industries	-	-	-	-	-	17.14	0%	273.23
001-558-60-22-000 Planning Benefits - Retirement	-	-	-	-	-	2,262.22	0%	10,135.26
001-558-60-23-000 Planning Benefits - Med, Dental, Vision, LTD	-	-	-	-	-	2,962.37	0%	14,302.97
<b>Total</b>	<b>188,237.22</b>	<b>162,142.57</b>	<b>168,203.77</b>	<b>175,486.04</b>	<b>192,401.32</b>	<b>142,214.91</b>	<b>74%</b>	<b>336,785.48</b>
<b>O&amp;M</b>								
001-524-10-41-004 CRS Software	2,400.00	2,400.00	-	-	-	-	0%	-
001-524-10-49-002 Training Code Enforcement	-	-	-	744.62	500.00	180.50	36%	500.00
001-524-20-31-000 Supplies - Planning Office & Operating	2,500.00	1,864.91	2,500.00	3,246.34	2,300.00	2,668.52	116%	2,000.00
001-524-20-31-002 Postage - Bldg	50.00	27.02	50.00	109.52	50.00	27.40	55%	50.00
001-524-20-31-001 Clothing - Bldg	300.00	392.09	300.00	3,017.52	600.00	645.40	108%	600.00
001-524-20-32-001 Gasoline - Bldg	500.00	771.00	500.00	1,062.61	1,000.00	625.61	63%	800.00
001-524-20-32-005 Electricity - City Hall - BLD	600.00	730.90	1,500.00	967.17	1,700.00	793.37	47%	1,300.00
001-524-20-32-002 Reimb - Mileage - Bldg	-	8.26	-	-	-	-	0%	-
001-524-20-35-000 Supplies - Small Tools & Equipment	50.00	14.21	200.00	-	200.00	16.50	8%	200.00
001-524-20-35-001 Code Updates - International Building Code	1,035.00	-	1,035.00	2,365.07	1,035.00	426.29	41%	1,035.00
001-524-20-40-004 Services - Bldg/Code	300.00	-	300.00	593.80	840.00	569.14	68%	840.00
001-524-20-41-001 IT - Computer Maintenance - Bldg	3,000.00	4,430.81	2,000.00	4,008.79	3,000.00	3,364.45	112%	5,700.00
001-524-20-41-002 Reimbursable Developer Eng Costs	5,000.00	2,386.00	5,000.00	5,896.67	5,000.00	34,361.82	687%	20,000.00
001-524-20-41-005 Training - Director, Bldg & Code	2,000.00	3,231.09	2,000.00	3,454.23	2,100.00	2,016.19	96%	3,600.00
001-524-20-41-006 State Audit - Bldg	1,700.00	1,906.43	700.00	376.59	455.97	406.71	89%	540.00
001-524-20-41-008 Landscaping Services	250.00	181.88	310.00	872.35	310.00	163.44	53%	750.00
001-524-20-42-000 Phone & Internet	2,000.00	3,798.53	2,000.00	5,739.71	4,500.00	3,156.16	70%	5,800.00
001-524-20-42-001 City Hall Repairs and Maintenance	-	199.13	300.00	1,223.97	300.00	3,726.64	1242%	950.00
001-519-00-46-003 Insurance/Bonds WCIA - Building	7,236.17	6,793.86	7,396.17	6,418.28	10,754.79	10,936.61	102%	17,716.44
001-524-20-48-001 R & M - Vehicle	400.00	4,179.14	1,000.00	3,006.07	2,000.00	419.72	21%	1,000.00
001-524-20-49-000 Contract - Plan Review - Bldg	1,000.00	675.00	1,000.00	1,390.00	1,000.00	-	0%	-
001-524-20-49-001 Contract - Inspections - Bldg	1,000.00	1,870.00	1,000.00	3,250.00	2,000.00	1,300.00	65%	3,000.00
001-524-20-49-002 Contract - Janitorial - Bldg	300.00	369.34	300.00	854.85	300.00	388.10	129%	729.30
001-524-20-49-005 Dues - Memberships/Subscriptions	500.00	150.00	250.00	265.00	250.00	640.00	256%	400.00
001-524-20-49-007 Services -Permitting Software	-	-	-	3,600.00	10,000.00	10,000.00	100%	10,000.00
001-558-60-31-003 Publications - Bldg	100.00	-	-	3,066.28	-	-	0%	-
001-558-60-41-003 Hearing Examiner Contract - Planning	600.00	150.00	600.00	250.00	600.00	-	0%	600.00



## Appendix G: 2025 Expenses

BARS Description	2022		2023		2024			2025
	Budget	Actual	Budget	Actual	Budget	As of 8.31.24	%	Budget
001-558-60-31-002 Postage - Planning	100.00	292.23	100.00	126.24	100.00	-	0%	250.00
001-558-60-41-009 Publications - Planning	1,500.00	3,565.40	1,500.00	2,737.62	1,500.00	2,217.88	148%	2,000.00
001-558-60-41-000 Community Development - Planning	1,000.00	-	1,000.00	-	-	-	0%	-
001-558-60-41-001 Eng - City Planning & Land Use Costs	25,000.00	25,175.06	15,000.00	52,259.49	25,000.00	12,863.89	51%	20,000.00
001-558-60-41-008 Comp Plan - Planning	-	-	65,000.00	28,692.50	65,000.00	40,389.38	62%	-
001-558-60-41-002 Contract - Planning Consultant	95,000.00	100,663.06	95,000.00	126,184.45	95,000.00	104,546.25	110%	20,000.00
001-558-60-41-007 CRS Software	1,200.00	1,200.00	-	-	-	-	0%	-
<b>Total</b>	<b>156,621.17</b>	<b>167,425.35</b>	<b>207,841.17</b>	<b>265,779.74</b>	<b>237,395.76</b>	<b>236,849.97</b>	<b>100%</b>	<b>120,360.74</b>
<b>Capital</b>								
001-591-59-70-000 Leases - Bldg (copier, software)	-	-	4,227.70	1,584.69	-	-	0%	2,714.32
001-594-24-41-002 Phone Lease	400.00	481.40	680.00	759.46	600.00	402.09	67%	\$700.00
001-594-24-64-006 Code Enforcement Vehicle	-	-	-	78.77	-	-	0%	-
<b>Total</b>	<b>400.00</b>	<b>481.40</b>	<b>680.00</b>	<b>838.23</b>	<b>600.00</b>	<b>402.09</b>	<b>67%</b>	<b>3,414.32</b>
<b>Total Planning, Building &amp; Code Enf.</b>	<b>345,258.39</b>	<b>330,049.32</b>	<b>376,724.94</b>	<b>442,104.01</b>	<b>430,397.08</b>	<b>379,466.97</b>	<b>88%</b>	<b>460,560.54</b>
<b>Emergency Management</b>								
001-525-60-10-000 Salary - Emergency Management (GF)	-	-	-	-	-	9,462.18	0%	22,185.62
001-525-60-20-000 Benefits - OASI	-	-	-	-	-	723.85	0%	1,776.65
001-525-60-21-000 Benefits - Labor & Industries	-	-	-	-	-	-	0%	232.25
001-525-60-22-000 Benefits - Retirement	-	-	-	-	-	870.91	0%	2,877.47
001-525-60-40-000 Dues - PCEmerg Mgmt Agreement	11,500.00	7,734.93	12,000.00	6,278.01	44,800.00	5,245.89	12%	6,400.00
001-525-30-30-000 Supplies - Disaster Relief	100.00	-	100.00	-	100.00	-	0%	100.00
001-525-60-47-001 Electricity - Lahar Sirens	200.00	148.40	200.00	150.04	200.00	89.24	45%	200.00
001-525-60-30-001 Emergency Preparedness Supplies	3,500.00	-	2,500.00	2,676.87	3,000.00	-	0%	2,500.00
001-525-60-41-000 Services - Hazard Mitigation - Planning	3,500.00	25.14	-	-	-	-	0%	-
001-525-60-41-001 Equipment - Hazard Mitigation	5,000.00	-	5,000.00	-	2,000.00	-	0%	-
001-525-60-41-003 IT - Disaster Recovery -Server Backup	10,500.00	24,631.53	10,500.00	29,710.02	12,800.00	14,089.25	110%	-
001-525-60-41-004 EM Training	1,000.00	-	1,000.00	1,438.76	1,000.00	-	0%	1,000.00
<b>Total Emergency Management</b>	<b>35,300.00</b>	<b>32,540.00</b>	<b>31,300.00</b>	<b>40,253.70</b>	<b>63,900.00</b>	<b>19,424.38</b>	<b>30%</b>	<b>37,271.99</b>
<b>Animal Control</b>								
001-554-30-40-000 Pierce County Animal Control	28,000.00	33,099.72	28,000.00	32,078.48	28,000.00	28,371.50	101%	35,000.00
<b>Total Animal Control</b>	<b>28,000.00</b>	<b>33,099.72</b>	<b>28,000.00</b>	<b>32,078.48</b>	<b>28,000.00</b>	<b>28,371.50</b>	<b>101%</b>	<b>35,000.00</b>
<b>Parks &amp; Recreation</b>								
<b>Salary &amp; Benefits</b>								
001-571-10-10-000 Salary - Activities & Events Staff	24,312.29	49,738.74	31,965.49	70,975.49	72,205.41	49,511.08	69%	78,149.83
001-571-10-11-000 Overtime - Parks & Recreation	-	1,184.39	-	1,397.10	-	-	0%	-
001-571-10-20-000 Benefits - OASI	1,895.55	3,897.10	2,695.24	5,534.90	5,900.47	4,267.84	72%	6,548.93
001-571-10-21-000 Benefits - Labor & Industries	175.86	-	175.86	73.56	369.31	170.28	46%	478.16
001-571-10-22-000 Benefits - Retirement	-	4,779.35	-	6,428.83	3,504.93	4,689.71	134%	10,136.03
001-571-10-23-000 Benefits - Medical & Ltd	-	3,465.15	-	5,841.49	6,806.38	3,586.34	53%	5,889.20
<b>Total</b>	<b>26,383.70</b>	<b>63,064.73</b>	<b>34,836.59</b>	<b>90,251.37</b>	<b>88,786.50</b>	<b>62,225.25</b>	<b>70%</b>	<b>101,202.15</b>
<b>O&amp;M</b>								
001-571-10-30-000 Supplies - Office & Operating	1,700.00	2,734.09	800.00	31.50	2,500.00	180.02	7%	500.00
001-571-10-30-001 Postage - Parks & Rec	100.00	26.52	100.00	-	100.00	-	0%	100.00
001-571-10-40-000 State Audit Recr	1,500.00	1,634.08	200.00	14.84	107.32	95.73	89%	270.00
001-571-10-40-001 Phone & Internet	-	1,783.36	-	152.49	1,000.00	254.98	25%	-
001-571-10-40-007 IT - Computer Maintenance	800.00	2,605.30	800.00	128.19	2,000.00	1,540.41	77%	1,140.00
001-571-20-31-001 Supplies - Parks & Rec	500.00	1,234.09	500.00	2,087.39	600.00	48.62	8%	-
001-571-20-44-000 Advertising - Parks & Rec	250.00	1,619.99	800.00	249.66	400.00	143.66	36%	400.00
001-571-20-44-001 Services - Parks & Rec	-	-	-	87.18	100.00	3,195.00	3195%	500.00
001-571-20-49-000 Tng - Parks & Rec Training	-	852.08	-	1,752.96	2,500.00	1,341.55	54%	2,500.00
001-571-50-32-000 Gasoline	-	-	-	-	100.00	-	0%	-
001-575-50-43-000 Mileage Reimbursement	-	17.83	-	-	-	-	0%	-

## Appendix G: 2025 Expenses

BARS Description	2022		2023		2024			2025
	Budget	Actual	Budget	Actual	Budget	As of 8.31.24	%	Budget
001-582-10-00-000 Refund of Facility Deposit	-	200.00	-	12,160.00	6,000.00	9,625.00	160%	12,000.00
<b>Total</b>	<b>4,850.00</b>	<b>12,707.34</b>	<b>3,200.00</b>	<b>16,664.21</b>	<b>15,407.32</b>	<b>16,424.97</b>	<b>107%</b>	<b>17,410.00</b>
<b>Programs</b>								
001-571-20-31-004 Pgm - Parks & Rec - Movies Park	500.00	-	500.00	-	-	-	0%	1,500.00
001-571-20-31-015 Tumbling	-	-	-	-	2,400.00	-	0%	-
001-571-20-31-017 Adult Softball	2,500.00	-	-	-	-	-	0%	-
001-571-20-31-021 Dance Class	4,000.00	16,820.86	16,000.00	20,657.19	20,000.00	5,242.83	26%	6,000.00
001-571-20-31-023 Tots Soccer	1,500.00	3,969.56	3,000.00	3,526.54	4,000.00	2,469.43	62%	4,000.00
001-571-20-31-025 Youth Baseball	6,000.00	-	-	-	-	-	0%	-
001-571-20-31-027 Adult Art Class	-	877.68	2,500.00	3,071.96	3,000.00	1,090.36	36%	500.00
001-571-20-31-030 Summer Fun	300.00	-	300.00	13.75	300.00	122.92	41%	-
001-571-20-31-032 Youth Volleyball	1,000.00	-	-	-	1,500.00	-	0%	-
001-571-20-31-033 Karate	-	-	1,000.00	(272.00)	-	-	0%	-
001-571-20-31-034 Puppy/Dog Training	7,500.00	-	-	-	-	-	0%	-
001-571-20-31-046 Playgroup	-	-	-	-	-	92.56	0%	150.00
001-571-20-41-021 Dance Instructor	-	-	-	-	-	5,698.00	0%	13,000.00
001-571-20-41-022 Music Instructor	-	-	-	-	-	-	0%	500.00
001-571-20-31-037 Volleyball Camp	450.00	-	-	-	-	-	0%	-
001-571-20-31-038 SEEK	-	16,363.57	-	143.85	-	-	0%	-
001-571-20-31-040 Youth Art	-	672.19	1,000.00	796.63	1,000.00	204.65	20%	600.00
001-571-20-31-042 SEEK Day Camp	-	10,803.45	30,000.00	3,929.88	10,000.00	2,551.80	26%	10,000.00
001-571-20-31-043 Brazilian Jiu-Jitsu Class	-	328.83	-	480.00	500.00	-	0%	-
001-571-20-31-044 Holiday Programs	-	313.41	-	-	-	-	0%	600.00
001-571-20-31-045 Public Event Expenses	-	185.07	-	-	350.00	434.90	124%	2,000.00
<b>Total</b>	<b>23,750.00</b>	<b>50,334.62</b>	<b>54,300.00</b>	<b>32,347.80</b>	<b>43,050.00</b>	<b>17,907.45</b>	<b>42%</b>	<b>38,850.00</b>
<b>Capital</b>								
001-594-14-41-007 Phone Lease	360.00	207.80	-	-	-	-	0%	\$0.00
<b>Total</b>	<b>360.00</b>	<b>207.80</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
<b>Total Parks &amp; Rec.</b>	<b>55,343.70</b>	<b>126,314.49</b>	<b>92,336.59</b>	<b>139,263.38</b>	<b>147,243.82</b>	<b>96,557.67</b>	<b>66%</b>	<b>157,462.15</b>
<b>Grants</b>								
001-571-20-31-00 Grants - Total Amount	40,000.00	-	13,249.00	-	-	-	0%	-
001-518-63-40-003 Grant - Senior Center	-	11,599.94	-	8,000.00	-	-	0%	-
001-571-20-31-009 Daffodil Festival City Expenses	-	323.18	-	710.65	-	437.76	0%	-
001-518-63-40-008 Grant - Food Bank	-	3,000.00	-	3,000.00	-	-	0%	-
001-518-63-40-006 Grant - Angel One	-	-	-	9,750.00	-	-	0%	-
001-518-63-40-007 Grant - Rock Festival	-	-	-	3,000.00	-	-	0%	-
001-518-63-40-005 Grant - Chamber of Commerce	-	-	-	3,936.60	-	-	0%	-
001-571-20-31-014 Grant - Opportunity Center	-	17,579.21	-	1,249.00	-	-	0%	-
001-518-63-40-000 Grant - Farmers Markets	-	8,100.00	-	6,000.00	-	-	0%	-
001-518-63-40-004 Grant - Recovery Café	-	11,600.00	-	10,000.00	-	-	0%	-
001-571-20-31-041 ARPA Grant program	-	5,897.00	-	-	-	-	0%	-
<b>Total Grants</b>	<b>40,000.00</b>	<b>58,099.33</b>	<b>13,249.00</b>	<b>45,646.25</b>	<b>-</b>	<b>437.76</b>	<b>0%</b>	<b>-</b>
<b>MPC</b>								
001-575-50-31-003 MPC Supplies	2,000.00	1,361.16	2,000.00	503.82	1,000.00	1,081.98	108%	1,000.00
001-575-50-41-002 Contract - Floor Cleaning	-	-	-	-	-	2,041.00	0%	2,500.00
001-575-50-47-001 Electricity - MPC	7,000.00	7,640.96	7,000.00	9,487.74	12,000.00	6,197.53	52%	10,000.00
001-575-50-48-000 R & M - MPC	-	2,811.36	-	3,458.23	-	8,193.28	0%	2,500.00
001-594-75-64-014 MPC HVAC	-	-	-	-	500.00	-	0%	-
<b>Total MPC</b>	<b>9,000.00</b>	<b>11,813.48</b>	<b>9,000.00</b>	<b>13,449.79</b>	<b>13,500.00</b>	<b>17,513.79</b>	<b>130%</b>	<b>16,000.00</b>
<b>Misc. Expenses</b>								
001-597-36-00-002 Transfer for Bridge	-	-	-	-	2,200,000.00	-	0%	-
001-513-10-31-004 Community Communication (PCTV)	9,500.00	19,512.70	14,500.00	30,807.67	17,500.00	3,548.14	20%	17,000.00

# Appendix G: 2025 Expenses

BARS Description	2022		2023		2024			2025
	Budget	Actual	Budget	Actual	Budget	As of 8.31.24	%	Budget
001-514-40-41-020 Voter Costs - Pierce County Auditor	13,000.00	25,458.00	19,500.00	19,650.00	22,000.00	25,145.69	114%	28,000.00
001-514-23-41-011 Dues - Rainier Cable Commission	-	-	-	-	-	2,562.41	0%	2,600.00
001-514-24-40-000 Tax - Noxious Weed - NWC	200.00	34.25	250.00	34.25	50.00	34.25	69%	40.00
001-514-24-40-001 Tax - Pierce Conservation District - PCD	-	66.68	80.00	66.68	50.00	66.68	133%	80.00
001-514-24-40-002 Tax - State Forest Protection - SFC	-	4.91	10.00	4.91	80.00	4.91	6%	10.00
001-514-24-40-003 Tax - Fire Benefit Charge - FBC	-	2,263.27	2,400.00	2,265.39	2,400.00	2,309.35	96%	2,400.00
001-514-20-46-005 Tax - Excise Tax	1,000.00	5,943.46	1,000.00	6,613.05	4,000.00	4,338.20	108%	6,000.00
001-511-20-49-007 Fees - Puget Sound Clean Air Agency	4,916.00	5,290.00	4,916.00	-	6,000.00	6,277.00	105%	6,500.00
001-541-69-40-001 Golf Cart Licensing	10.00	-	-	-	-	-	0%	-
001-566-00-40-000 Tax - Alcohol Program Tax - To P.C.	1,800.00	3,354.29	1,800.00	2,657.59	2,000.00	1,962.81	98%	3,000.00
001-597-36-00-004 To Fund #101 - Water Chlorinator	-	-	-	-	-	-	0%	210,000.00
001-597-36-00-001 To Fund #104 - Cemetery	30,000.00	29,856.10	27,000.00	48,000.00	30,000.00	-	0%	35,000.00
<b>Total Misc.</b>	<b>60,426.00</b>	<b>91,783.66</b>	<b>62,456.00</b>	<b>110,099.54</b>	<b>2,284,080.00</b>	<b>46,249.44</b>	<b>2%</b>	<b>310,630.00</b>
<b>Total General Fund</b>	<b>3,562,761.70</b>	<b>3,986,983.17</b>	<b>4,024,169.13</b>	<b>4,172,368.61</b>	<b>6,307,868.36</b>	<b>2,979,007.69</b>	<b>47%</b>	<b>4,742,188.08</b>
<b>Streets Fund</b>								
<b>Salary &amp; Benefits</b>								
101-542-30-10-000 Salary - Streets	77,537.76	56,355.30	71,450.07	48,252.11	48,981.80	47,434.59	97%	89,568.03
101-542-30-11-000 Overtime - Streets	1,000.00	2,538.11	1,000.00	660.07	1,000.00	729.59	73%	1,500.00
101-542-90-10-000 Salary - Streets Admin	21,816.55	49,043.39	37,868.53	51,875.28	49,071.56	37,430.58	76%	32,903.14
101-542-30-21-000 Benefits - Labor & Industries	3,027.18	1,718.36	2,601.82	1,542.21	2,125.15	668.33	31%	2,965.51
101-542-30-23-000 Benefits - Medical, Dental, Vision, LTD	34,086.75	19,874.41	25,324.73	12,472.26	21,473.25	8,559.17	40%	17,030.99
101-542-30-20-000 Benefits - OASI	7,675.26	8,256.97	8,483.23	6,544.81	7,579.01	2,708.09	36%	7,315.58
101-542-30-22-000 Benefits-Retirement	12,886.25	10,414.46	13,748.60	7,457.20	12,717.52	3,465.10	27%	11,339.53
101-542-90-20-000 Benefits - Admin OASI	-	-	-	1,201.76	-	2,357.81	0%	2,902.41
101-542-90-21-000 Benefits - Admin Labor & Industries	-	-	-	122.04	-	81.82	0%	130.57
101-542-90-22-000 Benefits - Admin Retirement	-	-	-	1,267.24	-	2,829.65	0%	4,544.98
101-542-90-23-000 Benefits - Admin Medical, Dental, Vision, LTD	-	-	-	2,953.79	-	3,369.38	0%	6,034.35
<b>Total</b>	<b>158,029.75</b>	<b>148,201.00</b>	<b>160,476.97</b>	<b>134,348.77</b>	<b>142,948.29</b>	<b>109,634.11</b>	<b>77%</b>	<b>176,235.09</b>
<b>O&amp;M</b>								
101-542-30-30-101 Benefits Unemployment	200.00	-	200.00	10.31	-	-	0%	-
101-542-30-31-000 Supplies - Office & Operating	1,800.00	1,626.49	2,800.00	3,588.45	2,000.00	20,153.72	1008%	5,000.00
101-542-30-31-001 Supplies - R & M Sidewalks Concrete	-	3,081.83	3,000.00	5,794.79	-	4,231.07	0%	5,000.00
101-542-30-31-003 Crosswalk & Stop Sign etc	2,500.00	-	2,500.00	-	-	-	0%	-
101-542-30-31-004 Crack Sealing & Asphalt	-	-	-	-	-	-	0%	12,000.00
101-542-30-31-005 Traffic Supplies (Signage, paint, cones, snow)	1,000.00	3,804.39	4,500.00	5,861.45	17,500.00	3,737.00	21%	17,500.00
101-542-30-32-000 Gasoline - Streets	1,500.00	2,395.96	2,000.00	2,903.79	2,000.00	1,602.29	80%	2,500.00
101-542-30-32-001 Diesel - Streets	1,200.00	-	1,200.00	-	500.00	30.65	6%	500.00
101-542-30-35-000 Supplies - Equipment & Small Tools	1,000.00	1,416.95	1,000.00	593.88	2,000.00	228.31	11%	2,000.00
101-542-30-41-001 Eng - On Call	20,000.00	39,791.76	20,000.00	10,214.23	20,000.00	41,320.09	207%	10,000.00
101-542-30-41-002 State Audit	2,750.00	2,995.81	3,650.00	1,882.80	2,708.20	2,415.64	89%	1,890.00
101-542-30-41-004 IT - Computer Maintenance	1,000.00	1,827.90	640.00	790.53	1,400.00	1,469.71	105%	2,280.00
101-542-30-41-005 Legal - Attorney Fees - Streets	1,500.00	1,000.00	2,000.00	200.00	1,000.00	51.91	5%	1,000.00
101-542-30-41-007 Eng - City Utility Mapping	4,000.00	-	-	-	2,000.00	-	0%	-
101-542-30-41-008 Grant Writing	4,000.00	990.50	4,000.00	-	-	-	0%	-
101-542-30-41-010 Website Maintenance/Hosting	100.00	-	100.00	-	-	-	0%	-
101-542-30-41-012 ADA Compliance Plan	1,500.00	-	47,000.00	8,233.50	-	-	0%	-
101-542-30-41-015 GIS Consulting - Engineer oncall	-	973.11	1,000.00	151.78	2,000.00	152.76	8%	1,000.00
101-542-30-41-016 Asset Mgmt Software	6,000.00	3,507.77	5,200.00	5,662.00	6,000.00	6,633.29	111%	10,000.00
101-542-30-41-017 Training & CDL Licenses	-	73.67	-	254.24	500.00	284.10	57%	250.00
101-542-30-41-018 Tax - Excise (state share - sidewalk repairs)	100.00	-	100.00	14.91	50.00	4,131.86	8264%	300.00
101-542-30-41-021 Landscaping Services	-	-	-	-	-	-	0%	300.00
101-542-30-42-000 Phone & Internet	1,500.00	1,095.85	1,500.00	787.65	1,000.00	1,300.54	130%	1,500.00
101-542-30-42-001 City Hall Repairs and Maintenance	-	178.34	120.00	387.06	300.00	2,471.00	824%	\$380.00
101-542-30-42-002 Insurance/Bonds WCIA	-	9,058.48	8,675.00	9,627.42	12,621.65	12,835.03	102%	13,025.79

## Appendix G: 2025 Expenses

BARS Description	2022		2023		2024			2025
	Budget	Actual	Budget	Actual	Budget	As of 8.31.24	%	Budget
101-542-30-44-000 Advertising - Streets	200.00	280.96	300.00	329.16	300.00	1,201.19	400%	1,200.00
101-542-30-44-001 Contract - Janitorial - Streets	520.00	794.10	520.00	659.64	520.00	1,781.90	343%	1,681.95
101-542-30-48-002 R&M - Roads/Streets/Rental Houses	7,500.00	15,214.41	7,500.00	74,510.05	15,000.00	9,274.42	62%	15,000.00
101-542-30-48-003 Services - Uniforms	800.00	1,707.56	1,000.00	2,639.73	1,500.00	2,076.24	138%	3,000.00
101-542-30-48-004 R&M - Trucks & Grading Equipment	4,000.00	5,558.04	5,500.00	4,044.27	5,500.00	2,951.32	54%	5,500.00
101-542-30-48-005 Underground Pollution Removal	-	1,128.00	-	2,040.00	-	2,170.00	0%	1,200.00
101-542-30-48-006 Service - Waste Removal	1,000.00	100.10	1,000.00	-	1,000.00	-	0%	-
101-542-30-48-007 R&M Sidewalks - City Owned	8,500.00	-	8,500.00	19,285.98	8,500.00	-	0%	-
101-542-30-48-008 Tree Maintenance Services	1,000.00	-	1,000.00	456.45	1,000.00	1,859.80	186%	-
101-542-30-49-001 Electricity - City Hall & PW Shop	2,500.00	1,931.32	800.00	3,068.27	1,600.00	479.31	30%	160.00
101-542-63-47-003 Electricity - Street Lights	74,000.00	62,480.33	65,000.00	74,342.33	75,500.00	43,321.57	57%	80,000.00
101-542-64-48-000 Traffic Services- State/County Striping	7,400.00	-	6,000.00	1,485.67	-	-	0%	8,500.00
101-542-61-40-000 Sidewalk Contract Services	-	-	-	7,551.00	-	-	0%	-
101-542-64-49-000 Traffic Services - Signs	3,000.00	2,682.72	-	5,832.63	-	-	0%	-
101-542-90-30-002 Hazard Mitigation Equipment	775.00	-	775.00	-	-	-	0%	-
101-542-90-40-004 703 Kansas Rental Mgmt Expenses	3,944.72	3,946.66	3,944.72	4,521.74	1,000.00	2,774.36	277%	4,000.00
101-542-90-40-005 Emergency Management Planning	2,500.00	-	-	-	1,400.00	-	0%	200.00
101-542-90-40-007 Services - Office & Operating	-	30.20	1,000.00	1,101.00	1,050.00	1,144.31	109%	1,800.00
101-542-90-40-008 515 Calistoga Mgmt Expenses	405.20	1,184.00	1,000.00	4,592.61	1,000.00	1,280.00	128%	2,000.00
101-542-90-40-009 Tax - Pierce Conservation District - PCD	-	169.25	-	178.03	200.00	178.03	89%	200.00
101-542-90-40-011 Tax - Noxious Weed - NWC	200.00	35.80	200.00	35.80	40.00	35.80	90%	40.00
101-542-90-40-012 Tax - Fire Benefit Charge - FBC	-	842.80	-	843.60	900.00	844.84	94%	900.00
101-542-90-40-013 Multipurpose Usage Fees	-	842.80	-	633.87	900.00	-	0%	5,000.00
<b>Total</b>	<b>169,894.92</b>	<b>172,747.86</b>	<b>215,224.72</b>	<b>265,110.62</b>	<b>190,489.85</b>	<b>174,422.06</b>	<b>92%</b>	<b>216,807.74</b>
<b>Capital</b>								
101-588-10-00-101 Prior Year Adjustment	-	-	-	121.44	-	-	0%	-
101-591-95-70-000 Leases - Streets (copier, software etc.)	-	-	1,483.90	1,024.46	440.00	417.93	95%	1,083.08
101-594-42-41-002 Phone Lease	440.00	483.45	280.00	303.82	280.00	160.86	57%	\$280.00
101-594-42-63-003 Capout - Sidewalk Program - REET	5,000.00	39,248.07	-	-	5,000.00	-	0%	-
101-594-42-64-038 Knuckle Boom	11,700.00	15.08	11,700.00	11,563.20	-	-	0%	-
101-594-42-64-040 Dump Truck	12,500.00	1,521.45	12,500.00	17,878.34	-	-	0%	-
101-594-42-64-042 Mini Excavator	-	-	9,500.00	9,416.28	-	-	0%	-
101-594-42-64-043 Fork Lift	-	-	2,250.00	-	2,500.00	-	0%	-
101-594-42-64-035 Mower	-	-	-	-	2,000.00	-	0%	-
101-594-42-64-039 PW Building Bay Doors	-	-	-	-	4,000.00	-	0%	-
101-594-42-64-041 Crane and Light Bars	11,700.00	-	-	-	-	-	0%	-
101-594-42-64-044 Tilt Deck Trailer	-	-	-	-	1,200.00	1,496.73	125%	-
101-594-44-61-003 Vehicle Purchase	-	-	1,980.00	2,693.52	-	-	0%	-
101-594-44-61-010 Message Board	-	-	-	-	-	-	0%	-
101-594-44-61-013 Crane and Light Bars	800.00	102.17	800.00	-	-	-	0%	-
101-595-10-60-009 Kansas Street SW Reconstr ROW (REET)	-	-	-	-	-	-	0%	4,000,000.00
101-595-10-60-004 Kansas Street SW Reconstr Design (REET)	360,000.00	75,893.67	100,000.00	154,354.12	-	177,479.73	0%	-
101-595-10-40-006 ADA Transition Plan	-	-	-	56,752.09	65,000.00	11,115.00	17%	-
101-595-10-40-005 Design - Emerg Evac Bridge (REET)	300,000.00	207,169.75	-	-	-	-	0%	-
101-595-10-64-034 Whitehawk Blvd Extension (REET)	610,000.00	54,029.12	200,000.00	51,000.70	-	18,079.96	0%	-
101-595-20-41-001 Whitehawk Blvd Extension ROW (REET)	-	1,609.24	-	187.77	-	-	0%	-
101-595-50-60-000 162 Pedestrian Bridge Construction (REET)	-	-	8,306,696.00	-	8,725,000.00	-	0%	7,775,000.00
101-595-50-60-001 162 Pedestrian Bridge Const Mgmt (REET)	-	-	500,000.00	-	950,000.00	5,085.96	1%	1,075,211.00
101-595-50-60-002 162 Pedestrian Bridge Pole relocation (REET)	-	-	-	-	-	-	0%	100,000.00
<b>Total</b>	<b>1,312,140.00</b>	<b>380,072.00</b>	<b>9,147,189.90</b>	<b>305,295.74</b>	<b>9,755,420.00</b>	<b>213,836.17</b>	<b>2%</b>	<b>12,951,574.08</b>
<b>Debt Service &amp; Transfers</b>								
101-597-00-00-007 To General Fund	3,280.78	-	-	-	-	-	0%	-
<b>Total</b>	<b>3,280.78</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
<b>Total Streets Fund</b>	<b>1,643,345.45</b>	<b>701,020.86</b>	<b>9,522,741.59</b>	<b>704,755.13</b>	<b>10,088,858.14</b>	<b>497,892.34</b>	<b>5%</b>	<b>13,344,616.91</b>

## Appendix G: 2025 Expenses

BARS Description	2022		2023		2024		%	2025 Budget
	Budget	Actual	Budget	Actual	Budget	As of 8.31.24		
<b>REET Fund</b>								
See Parks Fund REET Eligible Capital Projects							0%	200,000.00
See Streets Fund REET Eligible Capital Projects	-	-	-	-	-	-	0%	200,000.00
<b>Total Streets REET Fund</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>400,000.00</b>
<b>Cemetery</b>								
<b>Salary &amp; Benefits</b>								
104-536-20-10-000 Salary - Cemetery	14,121.44	31,144.21	24,312.89	26,235.37	18,409.25	14,900.27	81%	27,250.48
104-536-20-11-000 Overtime - Cemetery	500.00	1,595.44	-	184.89	-	-	0%	1,000.00
104-536-20-21-000 Benefits-Labor & Industries	662.04	1,019.29	873.89	720.93	1,106.68	272.02	25%	1,106.68
104-536-20-23-000 Benefits-Medical & Ltd	5,695.00	8,036.45	6,083.11	5,155.56	5,768.04	2,827.25	49%	5,919.90
104-536-20-20-000 Benefits-OASI	1,133.88	2,505.91	1,807.93	1,931.26	1,310.34	928.90	71%	2,282.20
104-536-20-22-000 Benefits-Retirement	1,831.55	3,255.99	2,938.37	2,111.89	2,387.68	1,189.31	50%	3,534.39
<b>Total</b>	<b>23,943.91</b>	<b>47,557.29</b>	<b>36,016.20</b>	<b>36,339.90</b>	<b>28,981.99</b>	<b>20,117.75</b>	<b>69%</b>	<b>41,093.65</b>
<b>O&amp;M</b>								
104-536-20-31-000 Supplies - Office & Operating	300.00	313.13	300.00	355.96	300.00	189.32	63%	600.00
104-536-20-31-001 Postage - Cemetery	25.00	-	25.00	-	25.00	-	0%	-
104-536-20-34-000 Supplies - Markers/Liners/Vases	2,000.00	3,384.35	2,000.00	1,298.89	2,000.00	1,975.19	99%	2,000.00
104-536-20-41-001 IT - Computer Maintenance	400.00	420.73	-	128.19	500.00	610.93	122%	1,140.00
104-536-20-42-001 Tax - Excise Tax	800.00	1,142.33	800.00	967.99	800.00	740.25	93%	800.00
104-536-50-32-000 Gasoline - Cemetery	100.00	130.52	100.00	-	100.00	-	0%	50.00
104-536-50-35-000 Supplies - Equipment & Small Tools	500.00	248.40	500.00	369.26	500.00	-	0%	500.00
104-536-50-40-000 Tax - Noxious Weed - NWC	-	3.30	-	3.30	7.00	3.30	47%	7.00
104-536-50-40-001 Tax - Pierce Conservation District - PCD	-	9.65	-	9.65	15.00	9.65	64%	15.00
104-536-50-40-002 Tax - State Forest Protection - SFC	-	147.51	-	151.81	175.00	151.81	87%	175.00
104-536-50-41-001 Tax - Surface Water	200.00	-	200.00	-	-	-	0%	-
104-536-50-41-002 Landscaping Services	22,000.00	24,170.63	24,200.00	23,550.68	24,200.00	19,419.96	80%	30,558.48
104-536-50-41-003 Insurance/Bonds WCIA	1,455.69	2,264.62	1,765.00	3,209.14	2,562.95	2,606.28	102%	2,089.27
104-536-50-41-004 Services - Disinterment	-	2,621.82	-	-	-	-	0%	-
104-536-50-47-001 Electricity - City Shops	300.00	136.99	300.00	138.60	300.00	88.61	30%	80.00
104-536-50-47-002 Electricity - Cemetery Shop	1,500.00	1,868.90	1,500.00	2,456.83	1,800.00	1,044.44	58%	2,600.00
104-536-50-48-000 R&M - Cemetery (trees, trench machines)	500.00	735.65	500.00	9,725.94	1,500.00	35.48	2%	1,500.00
104-536-50-48-001 R&M - Equipment	500.00	5,689.12	500.00	47.30	500.00	-	0%	500.00
<b>Total</b>	<b>29,125.00</b>	<b>43,287.65</b>	<b>32,690.00</b>	<b>42,413.54</b>	<b>35,284.95</b>	<b>26,875.22</b>	<b>76%</b>	<b>42,614.75</b>
<b>Capital</b>								
104-594-42-63-008 Irrigation parts - Sector #1	-	-	15,000.00	13,559.13	25,000.00	-	0%	20,000.00
104-594-36-64-016 Mower	-	-	-	-	250.00	187.09	75%	-
104-594-36-64-017 PW Building Bay Doors	-	-	-	-	500.00	-	0%	-
104-597-36-00-104 Transfers Out to Cemetery Perpetual Fund	500.00	-	500.00	-	-	-	0%	-
104-594-36-64-013 Knuckle Boom	-	15.07	-	-	-	-	0%	-
104-594-36-64-011 Tilt Deck Trailer	-	-	-	-	150.00	-	0%	-
104-594-36-64-007 Columbarium	-	10,157.41	-	-	-	-	0%	-
<b>Total</b>	<b>1,955.69</b>	<b>10,172.48</b>	<b>15,500.00</b>	<b>13,559.13</b>	<b>25,900.00</b>	<b>187.09</b>	<b>1%</b>	<b>20,000.00</b>
<b>Total Cemetery</b>	<b>55,024.59</b>	<b>101,017.42</b>	<b>84,206.20</b>	<b>92,312.57</b>	<b>90,166.94</b>	<b>47,180.06</b>	<b>52%</b>	<b>103,708.40</b>
<b>Parks</b>								
<b>Salary &amp; Benefits</b>								
105-576-80-10-000 Salary - Parks	76,661.17	105,606.08	142,329.92	180,361.22	93,367.76	125,627.81	135%	153,768.26
105-576-81-10-000 Salary - Parks Admin	5,062.81	11,810.56	6,860.71	13,642.14	14,331.53	8,896.43	62%	5,812.21
105-576-80-21-000 Benefits - Labor & Industries	3,313.50	3,346.70	4,999.63	4,981.22	3,543.15	1,430.75	40%	5,497.68
105-576-80-23-000 Benefits - Medical, Dental, Vision, LTD	29,434.70	31,544.47	33,996.32	39,635.48	28,825.34	14,534.97	50%	33,833.98
105-576-80-20-000 Benefits - OASI - Fed Taxes	6,166.21	8,413.23	10,607.10	11,915.84	6,582.64	4,778.93	73%	12,351.30
105-576-80-22-000 Benefits - Retirement	9,942.95	10,846.51	17,170.12	13,721.70	12,109.80	6,100.41	50%	19,186.73
105-576-81-21-000 Benefits - Admin Labor & Industries	14.07	32.68	17.59	34.88	45.54	16.82	37%	45.54
105-576-81-23-000 Benefits - Admin Medical, Dental, Vision, LTD	669.00	1,841.74	919.88	1,607.58	2,734.72	869.03	32%	1,129.89

## Appendix G: 2025 Expenses

BARS Description	2022		2023		2024			2025
	Budget	Actual	Budget	Actual	Budget	As of 8.31.24	%	Budget
105-576-81-20-000 Benefits - Admin OASI	403.75	899.00	545.45	2,386.90	1,124.86	609.87	54%	1,009.43
105-576-81-22-000 Benefits - Admin Retirement	656.65	1,130.45	889.83	2,779.26	1,858.80	747.67	40%	1,510.86
105-576-80-11-000 Overtime - Parks	2,500.00	4,324.74	2,500.00	9,964.22	2,500.00	5,276.84	211%	5,000.00
<b>Total</b>	<b>134,824.81</b>	<b>179,796.16</b>	<b>220,836.55</b>	<b>281,030.44</b>	<b>167,024.14</b>	<b>168,889.53</b>	<b>101%</b>	<b>239,145.87</b>
<b>O&amp;M</b>								
105-576-80-31-000 Supplies - Office & Operating	7,075.00	5,973.01	6,300.00	6,778.15	6,800.00	17,820.90	262%	32,800.00
105-576-80-31-001 Supplies - Parks Commission	200.00	7.65	200.00	211.88	200.00	35.41	18%	-
105-576-80-30-039 Hanging Baskets	3,000.00	2,853.58	4,000.00	3,316.51	4,000.00	1,926.61	48%	4,000.00
105-576-80-31-003 Garbage Cans	1,000.00	-	1,000.00	-	3,000.00	-	0%	3,000.00
105-576-80-31-004 Winter Decorations	3,000.00	2,344.74	2,000.00	2,452.73	3,000.00	-	0%	3,000.00
105-576-80-31-006 Picnic Tables/Benches	5,000.00	-	5,000.00	-	6,000.00	-	0%	6,000.00
105-576-80-32-000 Gasoline	500.00	-	500.00	305.32	500.00	1,368.89	274%	750.00
105-576-80-35-000 Supplies - Equipment & Small Tools	2,000.00	2,712.87	2,000.00	1,538.71	3,000.00	514.37	17%	3,000.00
105-576-80-40-000 Tax - Excise Tax	100.00	63.74	100.00	73.12	100.00	189.04	189%	100.00
105-576-80-40-001 Parks Tree Pruning	3,500.00	2,167.96	2,000.00	3,447.89	15,000.00	-	0%	-
105-576-80-40-009 Tax - Pierce Conservation District - PCD	-	161.57	200.00	168.56	200.00	168.56	84%	175.00
105-576-80-40-011 Tax - Noxious Weed - NWC	-	46.31	50.00	37.53	50.00	39.32	79%	45.00
105-576-80-40-012 Tax - Fire Benefit Charge - FBC	-	226.22	230.00	226.43	240.00	226.76	94%	240.00
105-576-80-41-003 Services - Office & Operating	1,100.00	31,352.00	1,000.00	13,694.70	50.00	7,279.09	14558%	1,030.00
105-576-80-41-004 Advertising - Parks	100.00	50.00	100.00	962.50	100.00	-	0%	50.00
105-576-80-41-005 IT - Website Maintenance/Hosting	225.00	241.23	225.00	296.25	253.75	-	0%	275.00
105-576-80-41-011 Asset Mgmt Program	1,000.00	5,147.27	5,000.00	5,662.00	6,000.00	6,633.29	111%	2,000.00
105-576-80-41-012 IT - Computer Maintenance	1,000.00	-	640.00	170.92	640.00	998.48	156%	2,280.00
105-576-80-41-013 Emergency Management Planning	750.00	-	750.00	464.42	1,400.00	-	0%	200.00
105-576-80-41-014 Training	-	141.90	1,200.00	879.20	2,000.00	1,163.30	58%	3,000.00
105-576-80-41-015 Copier - Maintenance	-	381.05	200.00	192.55	400.00	-	0%	-
105-576-80-41-016 Phone & Internet	2,000.00	1,352.85	2,000.00	941.45	1,000.00	1,608.40	161%	2,100.00
105-576-80-41-017 City Hall Repairs and Maintenance	-	240.98	120.00	602.18	300.00	2,055.79	685%	\$380.00
105-576-80-41-018 Insurance/Bonds WCIA	7,809.29	11,323.10	10,750.00	12,836.56	15,578.92	15,842.29	102%	15,652.30
105-576-80-41-019 Services - Uniforms	-	-	-	-	-	743.10	0%	3,000.00
105-576-80-47-001 Electricity - North Park	2,000.00	1,525.91	2,000.00	2,197.85	2,500.00	1,602.27	64%	2,400.00
105-576-80-47-002 Electricity - Main Park	3,600.00	3,963.88	4,500.00	4,168.01	5,600.00	3,426.13	61%	5,600.00
105-576-80-47-003 Electricity - City Hall	1,500.00	1,727.07	800.00	2,225.83	1,200.00	672.02	56%	520.00
105-576-80-47-005 Electricity - City Shop	-	-	-	-	-	-	0%	160.00
105-576-80-48-000 R&M Services	12,500.00	15,496.27	12,500.00	22,729.14	15,000.00	662.08	4%	10,000.00
105-576-80-48-001 R&M Park Equipment	4,000.00	7,089.51	5,000.00	8,624.91	5,000.00	3,761.34	75%	5,000.00
105-576-80-48-002 R&M Vehicles	1,500.00	3,884.10	2,500.00	1,927.04	2,500.00	550.03	22%	2,500.00
105-576-80-48-003 R&M Park Bathrooms	-	8.83	-	357.89	500.00	2.61	1%	-
105-576-80-48-005 Service - Waste Removal	-	391.84	-	1,954.98	2,000.00	162.39	8%	1,000.00
105-576-80-48-012 Multipurpose Usage Fees	-	-	-	-	-	-	0%	10,000.00
105-576-80-41-020 Contract - Janitorial	-	-	-	-	-	-	0%	1,967.95
105-576-80-48-008 Landscaping Services	45,000.00	49,536.25	48,000.00	33,307.09	48,000.00	34,329.84	72%	54,320.10
105-576-80-49-001 Dues - Wildlife & Rec Coalition	-	250.00	-	275.00	-	275.00	0%	300.00
105-576-80-40-021 State Audit	1,500.00	1,634.08	750.00	376.59	533.33	475.72	89%	1,350.00
<b>Total</b>	<b>110,959.29</b>	<b>152,295.77</b>	<b>121,615.00</b>	<b>133,403.89</b>	<b>152,646.00</b>	<b>104,533.03</b>	<b>68%</b>	<b>178,195.35</b>
<b>Capital</b>								
105-591-75-70-000 Leases - Parks (copier, software etc.)	-	-	1,483.90	1,024.46	440.00	417.92	95%	1,521.63
105-594-76-41-003 Phone Lease	480.00	379.55	280.00	303.82	280.00	159.36	57%	\$280.00
105-594-76-63-015 Capout - Gratzler Park	5,400.00	9,608.78	-	28,416.57	-	-	0%	-
105-594-76-63-019 Capout - Gratzler Wetland Mitigation (REET)	-	-	10,000.00	-	10,000.00	-	0%	10,000.00
105-594-76-63-042 Vehicle Purchase	-	-	-	-	13,000.00	-	0%	-
105-594-76-63-044 Tilt Deck Trailer	-	-	-	-	2,550.00	-	0%	-
105-594-76-63-057 Knuckle Boom	2,600.00	15.08	2,600.00	2,409.00	-	-	0%	-
105-594-76-63-058 PW Building Bay Doors	-	-	-	-	4,000.00	-	0%	-
105-594-76-63-059 Fork Lift	-	-	2,250.00	-	2,250.00	-	0%	-
105-594-76-63-060 Mini Excavator	-	-	9,500.00	9,416.28	-	-	0%	-

# Appendix G: 2025 Expenses

BARS Description	2022		2023		2024			2025
	Budget	Actual	Budget	Actual	Budget	As of 8.31.24	%	Budget
105-594-76-63-061 Mower	-	-	-	-	7,750.00	5,799.85	75%	-
105-594-76-63-062 Capout - Parks Bathroom (REET)	-	-	-	-	120,000.00	163,606.39	136%	-
105-594-76-63-063 Main Park Phase - Foothill Realignment (REET)	-	-	-	-	-	7,985.00	0%	174,434.00
105-594-76-63-090 Dump Truck	12,500.00	1,521.46	12,500.00	18,022.27	-	-	0%	-
105-594-76-64-040 Park Electricity Upgrades (REET)	1,500.00	-	3,000.00	-	-	-	0%	-
105-588-10-00-105 Prior Year Adjustment	-	-	-	(5,906.58)	-	-	0%	-
<b>Total</b>	<b>22,480.00</b>	<b>11,524.87</b>	<b>41,613.90</b>	<b>53,685.82</b>	<b>160,270.00</b>	<b>177,968.52</b>	<b>111%</b>	<b>186,235.63</b>
<b>Total Parks</b>	<b>268,264.10</b>	<b>343,616.80</b>	<b>384,065.45</b>	<b>468,120.15</b>	<b>479,940.14</b>	<b>451,391.08</b>	<b>94%</b>	<b>603,576.85</b>
<b>Tourism Fund</b>								
107-557-30-41-000 Tourism Marketing Expense	5,000.00	-	5,000.00	-	9,000.00	-	0%	9,000.00
<b>Total</b>	<b>5,000.00</b>	<b>-</b>	<b>5,000.00</b>	<b>-</b>	<b>9,000.00</b>	<b>-</b>	<b>0%</b>	<b>9,000.00</b>
<b>Transportation Benefit District (TBD)</b>								
108-595-30-63-001 TBD Street Projects - Street Condition	280,434.00	36,616.25	280,000.00	9,538.00	200,000.00	2,862.00	1%	-
108-595-30-63-002 TBD Projects	-	-	-	-	40,000.00	97,375.00	243%	214,000.00
<b>Total TBD</b>	<b>280,434.00</b>	<b>36,616.25</b>	<b>280,000.00</b>	<b>9,538.00</b>	<b>240,000.00</b>	<b>100,237.00</b>	<b>42%</b>	<b>214,000.00</b>
<b>Housing Fund</b>								
110-594-57-60-000 Affordable Housing Project	-	-	-	-	130,000.00	-	0%	220,000.00
<b>Total Housing</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>130,000.00</b>	<b>-</b>	<b>0%</b>	<b>220,000.00</b>
<b>Police Drug Fund</b>								
120-521-21-31-000 Supplies - Office & Operating	-	-	-	-	-	-	0%	-
120-521-21-49-000 Misc - Police Drug Fund	126.00	126.00	126.00	-	1.00	-	0%	-
<b>Total Police Drug Fund</b>	<b>126.00</b>	<b>126.00</b>	<b>126.00</b>	<b>-</b>	<b>1.00</b>	<b>-</b>	<b>0%</b>	<b>-</b>
<b>Transportation Impact Fund</b>								
320-595-20-60-001 Whitehawk Blvd Extension	-	-	400,000.00	-	400,000.00	-	0%	400,000.00
<b>Total Transportation Impact Fund</b>	<b>-</b>	<b>-</b>	<b>400,000.00</b>	<b>-</b>	<b>400,000.00</b>	<b>-</b>	<b>0%</b>	<b>400,000.00</b>
<b>Water Fund</b>								
<b>Salary &amp; Benefits</b>								
401-534-10-11-000 Overtime - Water PW	18,000.00	24,625.91	18,000.00	27,927.32	18,000.00	21,226.06	118%	25,000.00
401-534-70-11-000 Overtime - Water Admin	1,500.00	847.73	1,500.00	497.49	1,500.00	-	0%	2,000.00
401-534-10-10-000 Salary - Water	478,355.75	307,556.82	527,483.80	349,600.36	537,010.76	290,264.33	54%	577,690.17
401-534-70-10-000 Salary Water Admin	123,486.99	233,066.10	171,998.87	240,486.84	287,918.18	176,928.68	61%	236,379.55
401-534-70-21-000 Admin Benefits-Labor & Industries	393.94	662.88	1,207.83	643.07	3,804.67	492.03	13%	3,966.82
401-534-70-23-000 Admin Benefits - Medical & Ltd	16,126.24	33,094.30	24,560.52	29,896.29	45,529.92	20,745.62	46%	40,272.98
401-534-70-20-000 Admin Benefits - OASI	10,074.34	17,845.64	13,800.21	17,952.00	22,564.96	13,401.61	59%	19,765.75
401-534-70-22-000 Admin Benefits - Retirement	16,016.26	22,088.78	22,308.25	21,181.65	36,619.37	16,627.86	45%	31,484.62
401-534-10-21-000 Benefits-Labor & Industries	10,029.69	7,202.44	7,592.14	8,115.78	8,519.00	6,483.86	76%	17,471.64
401-534-10-23-000 Benefits - Medical & Ltd	133,386.24	70,815.18	115,649.41	66,360.53	147,881.03	83,132.72	56%	161,602.09
401-534-10-20-000 Benefits - OASI	37,731.25	25,491.24	41,325.03	33,586.09	42,071.99	26,651.86	63%	47,892.62
401-534-10-22-000 Benefits - Retirement	55,395.59	33,584.58	64,007.56	32,131.91	48,198.39	33,858.13	70%	74,100.22
<b>Total</b>	<b>900,496.29</b>	<b>776,881.60</b>	<b>1,009,433.63</b>	<b>828,379.33</b>	<b>1,199,618.27</b>	<b>689,812.76</b>	<b>58%</b>	<b>1,237,626.47</b>
<b>O&amp;M</b>								
401-534-00-46-000 Insurance/Bonds WCIA	46,911.06	40,763.16	64,911.06	67,391.94	94,023.24	95,612.76	102%	125,799.52
401-534-10-31-000 Supplies - Office & Operating	13,300.00	27,655.71	33,000.00	23,118.82	36,000.00	61,176.95	170%	100,000.00
401-534-10-31-001 Supplies - Water Treatment Chemicals	13,500.00	23,270.14	28,500.00	31,974.45	30,000.00	22,876.19	76%	30,000.00
401-534-10-40-000 Tax - Excise Tax	65,000.00	111,306.71	80,000.00	113,851.39	85,000.00	72,227.55	85%	95,000.00
401-534-10-40-002 Tax - Excise Tax on GFC's	5,000.00	398.43	5,000.00	7,728.28	5,000.00	318.11	6%	5,000.00
401-534-10-40-005 Tax - Noxious Weed - NWC	-	39.60	100.00	39.60	100.00	30.82	31%	50.00
401-534-10-41-001 Eng - Engineering On Call	25,000.00	42,242.50	25,000.00	41,085.36	35,000.00	12,063.68	34%	35,000.00
401-534-10-41-002 State Audit	3,800.00	4,357.55	5,400.00	2,636.03	3,999.36	5,494.35	137%	5,670.00

## Appendix G: 2025 Expenses

BARS Description	2022		2023		2024			2025
	Budget	Actual	Budget	Actual	Budget	As of 8.31.24	%	Budget
401-534-10-41-003 Service - Lab Testing	9,500.00	10,158.27	12,000.00	6,507.55	12,000.00	7,714.25	64%	12,000.00
401-534-10-41-004 Legal - Attorney Legal Services	5,000.00	75.00	1,000.00	305.95	1,000.00	2,120.91	212%	1,000.00
401-534-10-41-005 IT - Computer Maintenance	10,000.00	8,309.86	7,300.00	6,751.59	8,600.00	8,641.09	100%	12,540.00
401-534-10-41-006 Services - Office & Operating	1,500.00	4.67	300.00	3,659.16	-	9,453.97	0%	-
401-534-10-41-007 Professional Services	10,000.00	-	1,000.00	34,223.71	20,000.00	26,991.42	135%	3,000.00
401-534-10-41-008 Services - Uniforms	-	52.92	-	99.40	-	959.95	0%	3,800.00
401-534-10-41-013 Eng - City Utility Mapping	4,000.00	-	4,000.00	-	4,000.00	-	0%	-
401-534-10-41-014 Eng - City Standards	-	-	-	-	20,000.00	-	0%	20,000.00
401-534-10-41-019 Eng -Telemetry O & M	20,000.00	264.52	5,000.00	-	5,000.00	-	0%	7,000.00
401-534-10-41-034 IT - Website Maintenance/Hosting	600.00	675.44	620.00	709.86	710.50	-	0%	770.00
401-534-10-41-036 Asset Management	3,400.00	5,147.27	5,200.00	6,592.75	6,000.00	6,633.29	111%	4,000.00
401-534-10-41-037 GIS Consulting	5,000.00	973.11	1,000.00	1,433.18	2,000.00	346.21	17%	1,000.00
401-534-10-41-040 Rate Study	-	-	-	-	20,400.00	-	0%	26,500.00
401-534-10-41-041 Emergency Management Planning	1,000.00	-	1,000.00	464.43	7,700.00	-	0%	1,100.00
401-534-10-41-043 Contract - Janitorial - Water	1,560.00	4,304.87	2,500.00	4,245.30	4,000.00	2,965.47	74%	5,151.40
401-534-10-41-044 Eng - Telemetry	-	3,803.13	2,500.00	12,918.53	7,000.00	1,040.00	15%	7,000.00
401-534-10-42-000 Postage - Water	7,200.00	6,698.07	100.00	6,774.25	7,000.00	2,376.37	34%	7,000.00
401-534-10-42-001 Phone & Internet	12,000.00	15,053.47	12,000.00	18,980.68	13,260.00	15,454.16	117%	19,500.00
401-534-10-42-003 Copier - Maintenance	-	1,269.99	-	641.74	1,000.00	396.52	40%	-
401-534-10-42-004 City Hall Repairs and Maintenance	-	775.58	660.00	2,692.83	1,650.00	14,475.66	877%	\$2,090.00
401-534-10-44-000 Advertising - Water	300.00	50.00	300.00	132.42	300.00	-	0%	300.00
401-534-20-40-000 Tax - Surface Water	-	-	-	-	-	151.81	0%	200.00
401-534-20-40-001 Tax - Pierce Conservation District - PCD	-	303.79	300.00	61.63	300.00	70.41	23%	75.00
401-534-20-40-002 Tax - State Forest Protection - SFC	-	23.50	100.00	319.42	450.00	167.61	37%	330.00
401-534-20-40-003 Tax - Fire Benefit Charge - FBC	-	329.45	350.00	320.97	350.00	321.44	92%	330.00
401-534-20-41-017 Telemetry Alarm Contract	-	2,972.95	-	4,187.50	3,050.00	-	0%	3,050.00
401-534-50-35-000 Supplies - Equipment & Small Tools	3,000.00	10,553.45	5,000.00	11,045.77	5,000.00	3,340.08	67%	5,000.00
401-534-50-47-001 Electricity - City Shops	8,000.00	4,277.68	8,000.00	2,883.73	3,000.00	1,633.24	54%	2,480.00
401-534-50-47-002 Electricity - Chlorinator	1,500.00	2,380.08	2,000.00	2,314.36	2,700.00	1,181.73	44%	2,500.00
401-534-50-47-003 Electricity - Well #1	10,000.00	3,635.64	11,000.00	3,942.14	4,500.00	2,528.34	56%	3,500.00
401-534-50-47-004 Electricity - Well #2	700.00	817.81	700.00	756.08	1,000.00	574.60	57%	1,000.00
401-534-50-47-005 Electricity - Wingate Pump	4,000.00	13,815.04	5,000.00	15,237.19	10,000.00	13,359.12	134%	16,000.00
401-534-50-47-007 Electricity - Harman Springs	500.00	-	-	-	-	-	0%	-
401-534-50-47-008 Electricity - Well #3	15,000.00	14,835.28	15,000.00	22,094.82	20,000.00	5,568.13	28%	22,000.00
401-534-50-47-009 Gasoline - City Shop Service-Train St	900.00	-	900.00	-	-	-	0%	-
401-534-50-47-011 Electricity - Well #4 and Pump Station	35,000.00	32,296.14	35,000.00	32,279.89	35,000.00	19,684.72	56%	35,000.00
401-534-50-47-012 Safety Equipment	4,000.00	-	-	39.98	-	-	0%	-
401-534-50-47-013 Electricity - City Hall	-	-	-	1,556.75	2,000.00	1,539.81	77%	2,860.00
401-534-50-48-001 Equip - Meter Purchases	30,000.00	30,154.43	30,000.00	36,561.24	-	-	0%	-
401-534-50-48-002 Services R&M	35,000.00	61,268.83	50,000.00	183,617.32	75,000.00	17,317.18	23%	30,000.00
401-534-50-48-003 Services R&M Public Works Building	1,500.00	13,631.11	5,000.00	15,639.46	10,000.00	2,026.29	20%	10,000.00
401-534-50-48-004 Services R&M - Equipment	15,000.00	17,834.91	15,000.00	65,446.03	25,000.00	10,426.50	42%	25,000.00
401-534-50-48-005 Underground Pollution Removal	500.00	1,128.00	1,000.00	2,040.00	1,200.00	2,170.00	181%	1,200.00
401-534-50-48-006 Services R&M - Vehicles	3,000.00	7,612.65	5,000.00	3,217.40	5,000.00	1,287.44	26%	5,000.00
401-534-50-48-007 Services R&M - Equipment Vactor Rental	2,000.00	-	4,000.00	-	-	-	0%	-
401-534-50-49-001 Dues - WA Rural Water Assoc	700.00	645.60	700.00	645.60	700.00	1,159.55	166%	700.00
401-534-50-49-002 Dues - AWWA Membership	700.00	389.00	700.00	400.00	700.00	-	0%	700.00
401-534-50-49-003 Dues - Regional Water Cooperative	1,500.00	-	-	-	-	-	0%	2,500.00
401-534-50-49-017 Service - Waste Removal	2,500.00	318.11	2,500.00	1,293.47	2,500.00	209.56	8%	2,000.00
401-534-60-41-000 Service - OnCall	500.00	738.97	1,000.00	1,446.89	1,000.00	281.16	28%	1,000.00
401-534-60-48-000 Contract - Backflow Inspect.	14,000.00	10,725.00	18,000.00	169.57	18,000.00	-	0%	19,000.00
401-534-60-48-001 Contract - Leak Det. Testing	2,700.00	-	2,700.00	-	-	-	0%	-
401-534-60-48-002 Contract - Generator Maint	6,000.00	7,072.91	9,000.00	-	9,000.00	-	0%	9,000.00
401-534-60-48-004 IT - Cross Connection Software Service	1,600.00	1,044.38	3,000.00	8,794.60	9,000.00	4,139.10	46%	6,000.00
401-534-60-49-001 Landscaping Services	750.00	675.54	685.00	10,895.24	685.00	534.69	78%	1,650.00
401-534-70-44-000 Publication - Flyers For Ccr	500.00	-	500.00	-	-	-	0%	-



## Appendix G: 2025 Expenses

BARS Description	2022		2023		2024			2025
	Budget	Actual	Budget	Actual	Budget	As of 8.31.24	%	Budget
401-534-70-44-002 Hazard Mitigation Planning	500.00	-	500.00	-	500.00	-	0%	-
401-534-80-32-000 Gasoline - Water	7,000.00	9,823.96	9,000.00	9,963.38	9,000.00	6,921.32	77%	9,500.00
401-534-80-32-001 Diesel - Water	2,200.00	4,298.46	2,500.00	5,518.03	2,500.00	858.32	34%	4,000.00
401-534-80-43-000 Water Utilities - Travel	100.00	31.33	100.00	53.12	100.00	-	0%	-
401-534-90-40-001 Utility Billing	12,800.00	21,464.25	10,430.00	24,343.73	23,000.00	20,812.19	90%	24,650.00
401-534-90-40-003 Lien File or Release to PC	-	320.00	-	217.00	200.00	114.00	57%	200.00
401-534-90-49-000 Training - Water	4,000.00	2,596.00	4,500.00	6,944.76	6,700.00	6,307.15	94%	11,000.00
401-534-90-49-016 Permits - Water System Permit/DOH Review	5,000.00	3,953.70	5,000.00	4,085.70	5,000.00	4,106.60	82%	5,000.00
401-588-10-00-401 Prior Year Adjustment	-	-	-	(1,041.15)	-	-	0%	-
<b>Total</b>	<b>496,221.06</b>	<b>589,617.92</b>	<b>562,556.06</b>	<b>872,250.82</b>	<b>722,878.10</b>	<b>498,161.77</b>	<b>69%</b>	<b>792,695.92</b>
<b>Capital</b>								
401-591-34-70-000 Leases - Water (copier, software etc.)	-	330.00	15,182.05	15,548.69	4,840.00	5,285.37	109%	13,430.84
401-594-34-61-001 Eng - Well #2 Rehab (Design)	15,000.00	24,946.91	15,000.00	-	15,000.00	-	0%	500,000.00
401-594-34-42-003 Phone Lease	1,500.00	1,620.08	1,500.00	1,815.99	1,500.00	884.61	59%	\$1,540.00
401-594-34-63-009 Capout - Wtr Meter Replace & New	45,000.00	44,975.55	60,000.00	53,278.66	120,000.00	114,230.40	95%	60,000.00
401-594-34-63-013 Central Metering Technology	35,000.00	-	70,000.00	-	-	-	0%	-
401-594-34-60-002 New Server -Operational Computer	-	-	-	6,927.44	-	-	0%	-
401-594-34-63-029 Water Main Replacements	20,000.00	-	100,000.00	58,946.30	500,000.00	-	0%	50,000.00
401-594-34-63-030 WSDOT 162 & Orville Water Line Replacement	120,000.00	-	120,000.00	-	60,000.00	-	0%	150,000.00
401-594-34-63-058 Knuckle Boom	6,500.00	15.08	6,500.00	6,745.20	-	-	0%	-
401-594-34-63-064 Dump Truck	43,750.00	5,325.10	43,750.00	53,887.51	-	-	0%	-
401-594-34-63-066 Onsite Chlorination System	65,000.00	-	220,000.00	-	220,000.00	-	0%	220,000.00
401-594-34-63-008 Well 1 VFD	-	17,665.40	-	-	-	-	0%	-
401-594-34-63-049 Capout - Phase I Orville Road Const Mgmnt	-	440.00	-	-	-	-	0%	-
401-594-34-63-055 Harman Reservoir Demo	-	686.26	-	-	-	-	0%	-
401-594-34-63-059 Mower	-	879.78	-	-	7,500.00	5,612.75	75%	-
401-594-34-63-060 PW Buiding Bay Doors	-	-	-	-	16,000.00	-	0%	-
401-534-10-61-016 Eng - Water System Plan Update	5,000.00	-	-	3,197.50	125,000.00	56,282.84	45%	343,717.16
401-594-34-63-062 Telemetry Master Plan	-	-	-	-	450,000.00	17,350.00	4%	197,625.00
401-594-34-63-067 Relocate Waterline - Fish Passage	-	-	-	-	300,000.00	1,482.50	0%	150,000.00
401-594-34-64-001 Equip - Traffic Devices	1,000.00	124.78	1,000.00	951.33	-	-	0%	-
401-594-34-64-058 Computer	2,000.00	274.11	2,000.00	5,976.24	-	-	0%	-
401-594-34-64-061 Vehicle Purchase (Multipurpose)	-	-	13,860.00	19,577.39	39,000.00	-	0%	125,000.00
401-594-34-64-074 Crane and Light Bars	2,800.00	919.54	2,800.00	-	-	-	0%	-
401-594-34-64-076 Mini Excavator	-	-	23,750.00	-	-	-	0%	-
401-594-34-64-077 Fork Lift	-	-	13,500.00	-	13,500.00	-	0%	-
401-594-34-64-078 Vactor Truck	-	-	-	-	-	-	0%	150,000.00
401-594-34-64-066 Tilt Deck Trailer	-	-	-	-	5,100.00	-	0%	-
401-594-34-64-073 Well 1 Cleaning & Liner	64,400.00	4,871.58	100,000.00	-	100,000.00	-	0%	-
<b>Total</b>	<b>426,950.00</b>	<b>103,074.17</b>	<b>808,842.05</b>	<b>226,852.25</b>	<b>1,977,440.00</b>	<b>201,128.47</b>	<b>10%</b>	<b>1,961,313.00</b>
<b>Debt Service &amp; Transfers</b>								
401-591-34-78-002 DWSRF North Reservoir (P)	164,000.00	163,821.81	164,000.00	163,821.81	164,000.00	-	0%	164,000.00
401-592-34-83-002 DWSRF- North Reservoir (I)	20,000.00	19,658.62	20,000.00	17,201.29	20,000.00	-	0%	12,300.00
<b>Total</b>	<b>184,000.00</b>	<b>183,480.43</b>	<b>184,000.00</b>	<b>181,023.10</b>	<b>184,000.00</b>	<b>-</b>	<b>0%</b>	<b>176,300.00</b>
<b>Total Water</b>	<b>2,007,667.35</b>	<b>1,653,079.28</b>	<b>2,569,131.74</b>	<b>2,108,505.50</b>	<b>4,083,936.37</b>	<b>1,389,103.00</b>	<b>34%</b>	<b>4,167,935.39</b>
<b>Water Resource Recovery (WRR) Fund</b>								
<b>Salary &amp; Benefits</b>								
408-535-10-10-000 Salary - Wastewater	446,306.27	286,776.05	504,556.48	320,705.25	424,026.56	257,907.50	61%	528,798.37
408-535-70-10-000 Salary - Wastewater Admin	115,964.21	228,258.77	173,441.16	225,198.72	244,311.50	176,887.00	72%	218,557.92
408-535-10-11-000 Overtime - Wastewater PW	15,000.00	20,468.04	15,000.00	25,180.04	15,000.00	21,925.95	146%	20,000.00
408-535-70-11-000 Overtime - Wastewater Admin	2,000.00	860.01	2,000.00	641.95	2,000.00	-	0%	2,000.00
408-535-10-21-000 Benefits - Labor & Industries	13,418.92	6,840.65	16,244.36	7,685.30	13,278.43	5,727.76	43%	14,289.89
408-535-10-23-000 Benefits - Medical, Dental, Vision, LTD	133,304.16	65,286.95	105,347.49	64,037.56	101,882.17	56,375.56	55%	112,986.93
408-535-10-20-000 Benefits - OASI	33,889.03	23,523.10	39,128.16	27,432.87	33,344.35	23,889.21	72%	43,266.69

## Appendix G: 2025 Expenses

BARS Description	2022		2023		2024			2025
	Budget	Actual	Budget	Actual	Budget	As of 8.31.24	%	Budget
408-535-10-22-000 Benefits - Retirement	55,395.59	31,007.59	64,007.56	32,332.18	48,198.39	31,036.64	64%	67,758.95
408-535-70-21-000 Benefits - Admin Labor & Industries	457.25	615.03	1,619.32	600.11	2,547.83	435.38	17%	3,556.91
408-535-70-23-000 Admin Benefits-Medical & Ltd	17,909.77	31,304.37	27,131.77	27,207.22	29,448.35	19,836.00	67%	41,078.40
408-535-70-20-000 Benefits - OASI	11,138.94	17,495.62	13,629.39	17,746.56	16,779.10	14,517.36	87%	18,120.34
408-535-70-22-000 Benefits - Admin Retirement	17,540.13	21,428.54	22,079.76	20,817.35	26,876.88	17,661.82	66%	29,173.16
<b>Total</b>	<b>862,324.27</b>	<b>733,864.72</b>	<b>984,185.46</b>	<b>769,585.11</b>	<b>957,693.56</b>	<b>626,200.18</b>	<b>65%</b>	<b>1,099,587.55</b>
<b>O&amp;M</b>								
408-535-00-46-000 Insurance/Bonds WCIA	69,152.28	40,763.16	74,152.28	77,019.36	107,055.60	108,865.44	102%	125,306.39
408-535-10-31-000 Supplies - Office & Operating	42,000.00	47,996.19	44,000.00	38,844.84	35,000.00	44,530.72	127%	140,000.00
408-535-10-31-004 Supplies - Sewer Treatment Chemicals	6,500.00	20,205.01	9,500.00	33,421.55	26,500.00	5,021.61	19%	25,000.00
408-535-10-40-002 Tax - Excise Tax	80,000.00	101,397.05	80,000.00	110,155.53	90,000.00	78,140.00	87%	110,000.00
408-535-10-40-003 Tax - Excise Tax on GFC	4,000.00	1,227.91	4,000.00	-	2,000.00	732.76	37%	1,000.00
408-535-10-41-001 Eng - On Call Services	35,000.00	8,543.19	30,000.00	14,062.61	15,000.00	5,602.50	37%	15,000.00
408-535-10-41-002 State Audit	4,500.00	5,174.59	10,900.00	5,445.49	8,077.45	5,714.35	71%	5,130.00
408-535-10-41-003 Service - Lab Testing	7,000.00	9,958.71	10,000.00	4,754.85	10,000.00	4,011.11	40%	10,000.00
408-535-10-41-004 Legal - Attorney Services	2,000.00	322.21	2,000.00	5,263.84	2,000.00	3,108.83	155%	1,000.00
408-535-10-41-005 IT - Computer Maintenance	10,500.00	9,693.79	7,300.00	6,751.59	8,600.00	8,641.09	100%	12,540.00
408-535-10-41-006 Telemetry Alarm Contract	3,000.00	2,972.94	3,000.00	4,187.50	3,050.00	-	0%	3,000.00
408-535-10-41-007 Service - Security Monitoring	800.00	1,167.84	1,500.00	1,712.09	1,500.00	1,108.35	74%	1,500.00
408-535-10-41-009 Soldiers Home Annual Flow Calibration	2,000.00	-	2,000.00	883.41	3,000.00	556.72	19%	2,000.00
408-535-10-41-010 Services - Uniforms	7,000.00	12,246.53	10,000.00	13,551.83	10,000.00	4,117.99	0%	3,000.00
408-535-10-41-014 Services - Office & Operating	2,400.00	2,645.01	2,700.00	12,088.16	38,000.00	10,192.01	27%	34,000.00
408-535-10-41-016 Landscaping Services	750.00	633.97	685.00	2,570.38	685.00	438.33	64%	1,650.00
408-535-10-41-018 Eng - City Utility Mapping	4,000.00	-	4,000.00	-	4,000.00	-	0%	-
408-535-10-41-021 Eng - Telemetry O & M	10,000.00	4,100.00	10,000.00	5,337.50	-	8,200.00	0%	5,000.00
408-535-10-41-036 IT Website Maintence/Hosting	1,100.00	627.19	580.00	659.15	659.75	-	0%	715.00
408-535-10-41-038 Asset Management	3,400.00	5,147.27	5,200.00	11,187.55	6,000.00	6,633.29	111%	4,000.00
408-535-10-41-039 GIS Consulting	5,000.00	973.12	1,000.00	347.96	1,000.00	346.20	35%	1,000.00
408-535-10-41-041 Rate Study	-	-	-	-	19,800.00	-	0%	26,500.00
408-535-10-41-042 Emergency Management Planning	1,000.00	-	1,000.00	464.42	7,700.00	-	0%	1,100.00
408-535-10-41-044 Contract - Janitorial - Wastewater	1,820.00	4,148.90	3,000.00	4,553.30	4,000.00	2,859.01	71%	4,851.10
408-535-10-41-045 Utility Billing	6,500.00	6,484.88	100.00	5,837.14	6,500.00	9,790.78	151%	16,000.00
408-535-10-41-047 Eng - City Standards	-	-	-	-	-	-	0%	20,000.00
408-535-10-42-001 Phone & Internet	18,000.00	17,276.89	18,000.00	25,165.45	16,000.00	16,850.82	105%	26,000.00
408-535-10-42-003 Copier - Maintenance	-	507.98	500.00	256.69	600.00	396.52	66%	600.00
408-535-10-42-004 City Hall Repairs and Maintenance	-	888.08	660.00	2,074.07	1,650.00	13,819.50	838%	\$2,090.00
408-535-10-44-000 Advertising - Wastewater	1,000.00	50.00	500.00	224.58	200.00	-	0%	200.00
408-535-20-40-000 Tax - Noxious Weeds - NWC	-	17.18	20.00	7.53	20.00	7.53	38%	10.00
408-535-20-40-001 Tax - Pierce Conservation District - PCD	-	9.65	15.00	28.95	35.00	28.95	83%	30.00
408-535-20-40-003 Tax - Fire Benefit Charge - FBC	-	922.98	1,000.00	914.18	1,000.00	826.50	83%	830.00
408-535-50-35-000 Supplies - Equipment & Small Tools	2,500.00	1,760.17	5,000.00	840.36	5,000.00	9,969.64	199%	5,000.00
408-535-50-35-001 Safety Equipment	2,000.00	-	2,000.00	-	12,000.00	-	0%	-
408-535-50-47-001 Electricity - City Shops	5,000.00	6,829.65	6,000.00	4,387.33	6,000.00	1,616.01	27%	2,480.00
408-535-50-47-002 Electricity - Lift Station #1	1,800.00	1,808.52	1,800.00	2,094.36	2,200.00	1,404.50	64%	2,200.00
408-535-50-47-003 Electricity - High Cedars Lift Station	1,500.00	1,561.43	1,500.00	1,509.03	2,000.00	1,120.77	56%	2,200.00
408-535-50-47-004 Electricity - W.W.T.P.	95,000.00	126,599.95	95,000.00	140,804.82	135,000.00	95,763.93	71%	140,000.00
408-535-50-47-005 Electricity - Village Green	4,300.00	6,078.86	10,300.00	5,725.84	5,000.00	3,899.71	78%	6,000.00
408-535-50-47-006 Electricity - Rainier Meadows	400.00	444.68	27,000.00	517.92	500.00	341.42	68%	600.00
408-535-50-47-007 Electricity -1410 Hansberry Ave NE	2,400.00	2,733.56	4,800.00	2,887.63	4,800.00	1,851.86	39%	4,000.00
408-535-50-47-010 Permits - DOE - NPDES	9,000.00	7,642.08	9,000.00	10,109.78	9,000.00	6,258.50	70%	10,000.00
408-535-50-47-011 Fees - DOE Lab Accreditation	700.00	600.00	750.00	600.00	1,000.00	-	0%	2,500.00
408-535-50-47-012 Permits - DOE Biosolids	6,000.00	2,281.71	6,000.00	2,422.59	3,000.00	2,454.13	82%	3,000.00
408-535-50-47-019 Electricity - City Hall	-	-	3,270.00	253.49	3,740.00	1,745.40	47%	2,860.00
408-535-50-47-014 Fee - Hazardous Waste Generation - DOE	200.00	60.00	200.00	65.00	200.00	65.00	33%	-
408-535-50-47-016 R&M Vac Truck	20,000.00	-	20,000.00	-	-	-	0%	-
408-535-50-47-017 Fees - State Forest Protection	100.00	-	-	-	-	-	0%	-

# Appendix G: 2025 Expenses

BARS Description	2022		2023		2024			2025
	Budget	Actual	Budget	Actual	Budget	As of 8.31.24	%	Budget
408-535-50-47-015 Service - Waste Removal Fees	2,500.00	268.83	2,500.00	-	2,500.00	209.56	8%	-
408-535-50-48-002 R&M - Sewer	55,000.00	98,053.94	75,000.00	56,020.03	75,000.00	7,702.06	10%	30,000.00
408-535-50-48-003 R&M - Public Works Buildings	3,000.00	13,857.38	15,000.00	5,837.98	30,000.00	1,737.34	6%	30,000.00
408-535-50-48-004 R&M - Equipment	20,000.00	11,709.73	40,000.00	106,747.24	60,000.00	24,872.89	41%	50,000.00
408-535-50-48-005 R&M - S.T.E.P Tanks	3,000.00	655.44	35,000.00	20,953.62	15,000.00	-	0%	15,000.00
408-535-50-48-006 R&M -Underground Pollution Removal	-	2,067.88	-	-	-	-	0%	-
408-535-50-48-007 R&M - Generator	10,000.00	15,345.16	12,000.00	23,142.43	15,000.00	845.72	6%	15,000.00
408-535-50-48-008 R&M - Vehicles	3,000.00	1,496.95	3,000.00	1,756.60	5,000.00	2,753.36	55%	5,000.00
408-535-50-49-015 Cert - DOE Operators	1,000.00	179.14	1,000.00	835.19	1,000.00	745.32	75%	1,000.00
408-535-60-41-000 Service - OnCall	500.00	738.97	1,200.00	1,446.89	1,200.00	281.16	23%	1,200.00
408-535-60-47-000 Waste Disposal Contract	7,500.00	10,697.51	10,000.00	12,589.28	12,000.00	9,432.81	79%	13,000.00
408-535-60-47-001 IT- Grease Program Software	175.00	1,044.39	1,000.00	-	1,000.00	-	0%	-
408-535-60-48-004 Maintenance - Sanican	8,000.00	14,980.00	15,000.00	15,258.57	15,000.00	13,660.41	91%	20,000.00
408-535-80-32-000 Gasoline - Wastewater	6,600.00	7,663.46	7,500.00	9,346.53	9,000.00	5,210.21	58%	10,000.00
408-535-80-32-001 Deisel - Wastewater	3,000.00	1,122.38	3,000.00	1,139.21	2,000.00	182.21	9%	2,000.00
408-535-80-43-000 Travel	200.00	166.33	100.00	104.60	100.00	-	0%	300.00
408-535-90-40-001 Utility Billing	16,000.00	25,360.06	28,433.00	28,204.24	23,000.00	12,684.84	55%	17,650.00
408-535-90-40-003 Lien File or Release to PC	100.00	280.00	100.00	198.00	200.00	114.00	57%	200.00
408-535-90-49-000 Training - seminars/workshops	3,500.00	9,187.67	4,000.00	17,358.14	8,000.00	4,870.24	61%	10,000.00
408-588-10-00-408 Prior Year Adjustment	-	-	-	342.53	-	-	0%	-
<b>Total</b>	<b>622,397.28</b>	<b>679,378.05</b>	<b>783,765.28</b>	<b>860,928.20</b>	<b>894,072.80</b>	<b>552,333.91</b>	<b>62%</b>	<b>1,000,242.49</b>
<b>Capital</b>								
408-591-35-70-000 Leases - Sewer (copier, software etc.)	-	-	15,177.61	7,606.48	4,840.00	5,285.37	109%	13,417.54
408-594-35-41-012 Eng - Class A Solids Handling Design	800,000.00	583,989.85	300,000.00	39,105.54	1,250,000.00	153,010.90	12%	1,000,000.00
408-594-35-63-006 Electronic Reader Board	-	-	-	-	-	-	0%	-
408-594-35-60-002 Operational Computer	1,500.00	324.89	1,500.00	6,927.43	-	-	0%	-
408-594-35-63-011 Class A Solids Handling Construction	10,000,000.00	-	15,000,000.00	-	-	78,549.59	0%	5,000,000.00
408-594-35-63-012 Class A Solids Handling Construction Mgmt	1,000,000.00	-	1,500,000.00	-	-	-	0%	750,000.00
408-594-35-63-016 I & I Projects	200,000.00	-	200,000.00	1,592.08	300,000.00	188,462.20	63%	100,000.00
408-594-35-63-059 General Sewer Plan	-	-	-	-	-	-	0%	200,000.00
408-594-35-63-025 Capout - HC Forcemain Replace - Constr	-	-	-	(390.00)	-	-	0%	-
408-594-35-63-033 Capout Puyallup & Rainier Lift Station Upgrade	1,287,000.00	1,171,454.12	-	66,357.71	-	(1,440.00)	0%	-
408-594-35-63-040 Mower	-	879.79	-	-	7,500.00	5,612.75	75%	-
408-594-35-63-041 TV Camera	-	4,838.47	-	-	-	-	0%	-
408-594-35-63-044 Eng - I & I Design	10,000.00	-	10,000.00	17,236.28	30,000.00	6,485.00	22%	30,000.00
408-594-35-63-046 Knuckle Boom	-	15.08	10,920.00	11,081.40	-	-	0%	-
408-594-35-63-047 Fork Lift	-	-	13,500.00	-	13,500.00	-	0%	-
408-594-35-63-048 Lift Station Grinder Pump - Rainier Meadows	-	-	-	-	20,000.00	-	0%	120,000.00
408-594-48-40-408 PW Building Bay Doors	-	-	-	-	17,000.00	12,887.44	76%	-
408-594-35-64-001 Equip - Traffic Devices	1,000.00	124.78	1,000.00	951.32	-	-	0%	-
408-594-35-64-043 Mini Excavator	-	-	23,750.00	23,540.70	-	-	0%	-
408-594-35-64-055 Phone Lease	1,650.00	1,827.89	1,500.00	1,670.82	1,500.00	884.61	59%	\$1,540.00
408-594-35-64-058 Vehicle Purchase	-	-	11,800.00	16,714.14	39,000.00	-	0%	-
408-594-35-64-077 Crane & Light Bars	1,600.00	102.17	1,600.00	-	-	-	0%	-
408-594-35-64-078 Dump Truck	12,500.00	1,521.45	12,500.00	17,878.34	-	-	0%	-
408-594-35-64-054 Telemetry Master Plan	-	330.00	-	-	-	-	0%	197,625.00
408-594-35-64-079 Vactor Truck	-	-	-	-	-	-	0%	150,000.00
408-594-35-64-080 Sludge Reduction Project	-	-	-	-	-	-	0%	500,000.00
408-594-35-64-062 Tilt Deck Trailer	-	-	-	-	4,800.00	-	0%	-
<b>Total</b>	<b>13,315,250.00</b>	<b>1,765,408.49</b>	<b>17,088,070.00</b>	<b>210,272.24</b>	<b>1,688,140.00</b>	<b>449,737.86</b>	<b>27%</b>	<b>8,062,582.54</b>
<b>Total Water Resource Recovery (WRR)</b>	<b>14,799,971.55</b>	<b>3,178,651.26</b>	<b>18,856,020.74</b>	<b>1,840,785.55</b>	<b>3,539,906.36</b>	<b>1,628,271.95</b>	<b>46%</b>	<b>10,162,412.59</b>
<b>Stormwater Fund</b>								
<b>Salary &amp; Benefits</b>								
410-531-31-10-000 Salary - Storm	297,534.77	109,402.37	240,800.84	114,072.35	251,158.00	109,392.01	44%	328,141.89
410-531-35-10-000 Salary - Storm Admin	135,236.15	206,012.73	170,237.16	194,800.65	212,802.63	150,625.32	71%	272,431.81

## Appendix G: 2025 Expenses

BARS Description	2022		2023		2024			2025
	Budget	Actual	Budget	Actual	Budget	As of 8.31.24	%	Budget
410-531-35-11-000 Overtime - Storm Admin	1,000.00	832.20	1,000.00	457.02	1,000.00	-	0%	1,000.00
410-531-31-11-000 Overtime - Stormwater PW	4,500.00	1,445.33	4,500.00	608.60	4,500.00	13,888.00	309%	4,500.00
410-531-31-21-000 Benefits - Labor & Industries	10,029.69	3,123.08	7,592.14	3,105.96	8,519.00	4,052.61	48%	8,488.74
410-531-31-23-000 Benefits - Medical, Dental, Vision, LTD	106,719.89	31,851.78	54,820.16	22,898.34	65,097.64	30,692.34	47%	64,279.40
410-531-31-20-000 Benefits - OASI	27,288.79	8,484.35	18,446.67	8,892.41	20,220.10	14,926.87	74%	27,463.65
410-531-31-22-000 Benefits - Retirement	36,909.26	30,884.29	29,798.46	23,598.80	33,298.81	12,464.68	37%	43,328.44
410-531-35-21-000 Benefits - Admin Labor & Industries	457.25	853.17	1,619.32	762.35	2,547.83	356.77	14%	6,118.13
410-531-35-23-000 Benefits - Admin Medical, Dental, Vision, LTD	18,510.44	29,982.63	27,213.80	25,969.22	29,198.72	19,322.93	66%	53,025.43
410-531-35-20-000 Benefits - Admin OASI	11,138.94	15,785.49	13,629.39	15,439.45	16,779.10	11,755.75	70%	21,686.75
410-531-35-22-000 Benefits - Admin Retirement	17,540.13	-	22,079.76	4,883.13	26,876.88	14,698.92	55%	34,565.97
<b>Total</b>	<b>666,865.31</b>	<b>438,657.42</b>	<b>591,737.70</b>	<b>415,488.28</b>	<b>671,998.71</b>	<b>382,176.20</b>	<b>57%</b>	<b>865,030.20</b>
<b>O&amp;M</b>								
410-531-00-46-000 Insurance/Bonds WCIA	11,285.06	36,233.92	24,485.06	25,673.12	35,600.56	36,202.41	102%	66,980.14
410-531-10-41-001 State Audit	1,800.00	2,178.80	8,600.00	4,330.71	6,427.67	5,494.35	85%	4,320.00
410-531-10-41-002 Professional Services	1,000.00	-	2,000.00	1,709.58	6,000.00	445.76	7%	2,000.00
410-531-10-42-003 Copier - Maintenance	-	381.05	600.00	192.56	600.00	396.54	66%	600.00
410-531-10-49-001 Permit - Solid Waste Handling	1,000.00	1,316.00	-	1,428.00	-	-	0%	1,500.00
410-531-20-40-000 Tax - Noxious Weeds - Property	100.00	65.38	100.00	58.39	100.00	58.39	58%	100.00
410-531-20-40-001 Tax - Pierce Conservation District - PCD	-	151.30	200.00	158.29	200.00	157.41	79%	200.00
410-531-20-40-002 Tax - State Forest Protection - SFC	-	164.50	200.00	164.50	200.00	164.50	82%	200.00
410-531-30-40-000 Permits - Stormwater Discharge	1,500.00	-	-	2,973.06	-	2,723.50	0%	3,000.00
410-531-30-40-001 Permit - Stormwater Const	5,000.00	5,789.90	5,000.00	3,503.50	5,000.00	-	0%	5,000.00
410-531-31-40-006 Training - Stormwater	3,000.00	1,459.98	3,000.00	2,981.51	3,000.00	2,274.05	76%	3,000.00
410-531-31-41-001 Rate Study	-	-	-	-	19,800.00	-	0%	26,500.00
410-531-31-41-002 Emergency Management Planning	1,500.00	-	1,500.00	-	7,000.00	-	0%	1,000.00
410-531-31-41-004 Contract - Janitorial - Storm	1,560.00	4,304.88	2,500.00	4,245.31	4,500.00	2,994.07	67%	4,436.40
410-531-31-41-005 Services - Office & Operating	1,000.00	79.32	300.00	1,250.32	1,000.00	1,795.80	180%	1,500.00
410-531-38-31-000 Supplies - Office & Operating	9,000.00	14,658.41	9,000.00	14,887.68	13,000.00	10,831.38	83%	13,000.00
410-531-38-31-001 Publications - Legal - Stormwater	500.00	1,272.62	500.00	-	500.00	-	0%	500.00
410-531-38-31-002 Safety Equipment	1,400.00	1,132.78	1,600.00	4,632.93	2,500.00	1,478.49	59%	2,500.00
410-531-38-32-001 Gasoline - Stormwater	1,200.00	3,593.53	2,000.00	2,638.10	2,000.00	3,280.41	164%	4,000.00
410-531-38-32-002 Deisel - Stormwater	2,200.00	9,084.94	6,000.00	8,648.27	4,000.00	1,987.97	50%	4,000.00
410-531-38-35-000 Supplies - Equipment & Small Tools	2,000.00	3,069.44	2,000.00	2,069.11	4,000.00	2,084.37	52%	3,500.00
410-531-38-40-000 Tax - Excise Tax	100.00	14.75	100.00	5.70	100.00	61.40	61%	100.00
410-531-38-41-004 IT - Computer Maintenance	6,300.00	5,074.90	7,000.00	6,003.85	8,200.00	8,092.07	99%	11,400.00
410-531-38-41-005 IT - Website Maintenance & Hosting	600.00	627.18	580.00	659.15	659.75	-	0%	715.00
410-531-38-41-007 Asset Management	3,400.00	5,147.27	5,200.00	13,320.83	6,000.00	6,633.30	111%	4,000.00
410-531-38-41-008 GIS Consulting	5,000.00	973.11	1,000.00	2,182.09	2,000.00	346.20	17%	1,400.00
410-531-38-41-011 Services - Uniforms	-	-	-	-	-	506.05	0%	1,600.00
410-531-38-42-001 Phone & Internet	6,000.00	5,643.61	7,500.00	7,168.35	6,000.00	7,195.27	120%	8,000.00
410-531-38-42-002 City Hall Repairs and Maintenance	-	767.55	600.00	2,448.03	1,500.00	12,355.12	824%	1,900.00
410-531-38-42-003 Eng - City Standards	-	-	-	-	-	-	0%	20,000.00
410-531-38-47-004 Electricity - City Hall	-	746.60	2,975.00	2,210.75	3,400.00	1,586.00	47%	2,600.00
410-531-38-47-005 Electricity - City Shop	-	-	-	-	-	-	0%	520.00
410-531-38-48-000 R&M - System	6,000.00	16,774.18	15,000.00	11,175.79	20,000.00	391.13	2%	17,000.00
410-531-38-48-008 Landscaping Services	1,500.00	1,134.48	3,250.00	2,403.61	2,000.00	1,387.02	69%	3,128.28
410-531-38-48-001 R&M - Equipment	7,500.00	35,888.73	5,000.00	16,895.23	15,000.00	6,037.55	40%	12,000.00
410-531-38-41-010 R&M Vehicles	-	-	3,000.00	4,912.93	-	1,097.63	0%	3,000.00
410-531-38-48-011 CRS Software	2,400.00	2,400.00	2,400.00	6,600.00	2,400.00	-	0%	2,400.00
410-531-38-48-012 Utility Billing	16,800.00	29,704.01	25,533.00	31,971.06	29,000.00	23,185.04	80%	32,650.00
410-531-38-48-002 R&M - Storm (Vactor & Jet)	15,000.00	36,296.96	28,000.00	3,789.79	56,000.00	3,936.43	7%	-
410-531-38-48-003 Stormwater Monitoring & Treatment	11,500.00	6,931.59	12,500.00	6,937.92	115,000.00	5,180.32	5%	15,000.00
410-531-38-48-004 Service - Stormwater Waste Material Testing	1,200.00	60.52	1,200.00	714.00	1,200.00	-	0%	1,200.00
410-531-38-48-005 Service - Waste Removal	2,000.00	2,655.20	5,000.00	6,306.14	5,000.00	1,638.42	33%	5,000.00
410-531-39-41-001 Eng - Services On Call	25,000.00	13,869.25	5,000.00	6,533.75	5,000.00	4,985.00	100%	7,000.00
410-531-39-41-003 Advertising - Stormwater	200.00	50.00	200.00	-	200.00	492.73	246%	200.00

## Appendix G: 2025 Expenses

BARS Description	2022		2023		2024			2025
	Budget	Actual	Budget	Actual	Budget	As of 8.31.24	%	Budget
410-531-39-41-004 Legal - Services - Attorney	-	5,934.90	2,000.00	25.00	2,000.00	165.00	8%	2,000.00
410-531-39-41-002 OnCall Service	200.00	-	200.00	-	200.00	-	0%	200.00
410-531-39-41-039 NPDES Stormwater Monitoring	5,000.00	3,664.00	5,000.00	3,664.00	5,000.00	-	0%	5,000.00
<b>Total</b>	<b>160,745.06</b>	<b>259,295.54</b>	<b>207,823.06</b>	<b>217,472.91</b>	<b>401,287.98</b>	<b>157,641.08</b>	<b>39%</b>	<b>305,849.82</b>
<b>Capital</b>								
410-588-10-00-410 Prior Year Adjustment	-	-	-	(568.43)	-	-	0%	-
410-591-31-70-000 Leases - Storm (copier, software etc.)	-	-	14,739.23	12,327.41	4,840.00	5,285.37	109%	9,549.25
410-594-31-41-003 Underground Pollution Removal	2,000.00	-	500.00	-	-	-	0%	-
410-594-31-41-030 Wetland Mitigation	50,000.00	1,902.00	50,000.00	-	50,000.00	5,649.00	11%	40,000.00
410-594-31-41-037 Calistoga/Ken Wolfe Levee Certification ILA	50,000.00	5,001.97	50,000.00	5,228.51	30,000.00	10,611.65	35%	20,000.00
410-594-31-41-038 Eng - Village Green PS Panel Upgrade	45,000.00	156.50	45,000.00	2,083.75	-	-	0%	-
410-594-31-41-042 Phone Lease	1,500.00	1,586.14	1,360.00	1,518.77	1,360.00	804.11	59%	\$1,400.00
410-594-31-41-043 Calistoga & Kansas Storm - Eng	40,000.00	30,003.75	40,000.00	-	-	-	0%	-
410-594-31-41-046 SMAP Engineering Report	90,000.00	45,591.34	90,000.00	14,319.80	-	-	0%	-
410-594-31-63-02 City Wide WIFI	3,000.00	-	-	-	-	-	0%	-
410-594-31-63-004 Electronic Reader Board	-	-	-	-	-	-	0%	-
410-594-31-63-024 Levee Const Management	50,000.00	-	50,000.00	-	-	-	0%	-
410-594-31-63-026 Village Green Outfall	655,000.00	31,681.25	790,000.00	-	-	805.00	0%	-
410-594-31-63-040 Kansas Outfall Replacement	827,000.00	40,995.32	1,600,000.00	839,352.62	2,000,000.00	14,491.98	1%	800,000.00
410-594-31-63-045 Knuckle Boom	27,300.00	15.08	16,380.00	16,381.20	-	-	0%	-
410-594-31-63-046 Mower	-	879.77	-	-	-	-	0%	-
410-594-31-63-047 TV Camera	-	4,838.49	-	-	-	-	0%	-
410-594-31-63-048 PW Building Bay Doors	-	-	-	-	8,500.00	-	0%	-
410-594-31-63-049 Telemetry Master Plan	-	-	-	-	-	-	0%	29,750.00
410-594-31-64-006 Capout - Traffic Devices	2,000.00	124.78	2,000.00	-	-	-	0%	-
410-594-31-64-046 Calistoga St W. Stormwater Const. & Mgmt	827,000.00	-	-	-	-	-	0%	-
410-594-31-64-048 Crane & Light Bars	2,800.00	102.18	2,800.00	-	-	-	0%	-
410-594-31-67-012 Vehicle Purchase (Multipurpose)	-	-	11,880.00	16,714.13	39,000.00	-	0%	125,000.00
410-594-31-67-016 Tilt Deck Trailer	-	-	-	-	1,200.00	-	0%	-
410-594-31-67-018 Dump Truck	43,750.00	5,325.10	43,750.00	53,852.51	-	-	0%	-
410-594-31-67-019 Fork Lift	-	-	13,500.00	-	13,500.00	-	0%	-
410-594-31-67-020 Mini Excavator	-	-	28,500.00	28,248.84	-	-	0%	-
410-594-31-67-021 Sweeper (\$170,000 grant reimbursed)	-	-	-	-	-	-	0%	260,000.00
410-594-31-67-022 Storm Master Plan	-	-	-	-	-	-	0%	135,940.00
410-594-31-67-023 Vactor Truck	-	-	-	-	-	-	0%	150,000.00
<b>Total</b>	<b>2,716,350.00</b>	<b>168,203.67</b>	<b>2,850,409.23</b>	<b>989,459.11</b>	<b>2,148,400.00</b>	<b>37,647.11</b>	<b>2%</b>	<b>1,571,639.25</b>
<b>Total Stormwater</b>	<b>3,543,960.37</b>	<b>866,156.63</b>	<b>3,649,969.99</b>	<b>1,622,420.30</b>	<b>3,221,686.69</b>	<b>577,464.39</b>	<b>18%</b>	<b>2,742,519.27</b>
<b>Cemetery Perpetual Fund</b>								
701-594-36-63-000 Capital Expenditures/Expenses - Other Improvements	-	-	400.00	-	400.00	-	0%	400.00
<b>Total Cemetery Perpetual Fund</b>	<b>-</b>	<b>-</b>	<b>400.00</b>	<b>-</b>	<b>400.00</b>	<b>-</b>	<b>0%</b>	<b>400.00</b>
<b>Skinner Fund</b>								
704-594-00-00-000 TO #001 - Community Programs	2,000.00	-	2,000.00	-	2,000.00	-	0%	2,000.00
<b>Total Skinner Fund</b>	<b>2,000.00</b>	<b>-</b>	<b>2,000.00</b>	<b>-</b>	<b>2,000.00</b>	<b>-</b>	<b>0%</b>	<b>2,000.00</b>

# Appendix H: Budget Ordinance

The Budget Ordinance will appear here when it is available.

# 2025 Job Classifications and Pay Ranges

<u>Position</u>	<u>Range</u>	<u>Approved</u>		<u>Salary (Low &amp; High)</u>	
		<u>FTE Positions</u>	<u>Department</u>	<u>Low</u>	<u>High</u>
<b>Unrepresented Employees</b>					
City Administrator	51	1	GG	169,933.35	191,261.48
Finance Director	43	1	GG	134,146.95	150,983.58
Community Development Director/Planner	40	1	GG	122,763.47	138,171.36
City Clerk/Assistant City Administrator	39	1	GG	119,187.83	134,146.95
Administrative Assistant	21	1	GG	70,010.29	78,797.20
Events & Activities Coordinator	17	0.65	GG	40,432.10	45,506.69
HR Director	33	1	GG	99,817.93	112,345.96
Court Administrator	30	1	Court	91,347.55	102,812.47
Police Chief	48	1	Police	155,513.08	175,031.35
Capital Projects Manager	38	1	PW	115,716.34	130,239.76
City Engineer (PE)	43	1	PW	134,146.95	150,983.58
Public Works Director	43	1	PW	134,146.95	150,983.58
Deputy Public Works Director	36	1	PW	109,073.75	122,763.47
Emergency Management Coordinator	21	0.5	Police	35,005.14	39,398.60
Building Official	33	1	GG	99,817.93	112,345.96
GIS Technician	18	1	PW	64,069.33	72,110.60
Term Limited Landscape Maintenance	1	1	PW	38,763.00	43,628.10
5 positions at 81 hours					
Term Limited Recreational Staff	1	each	Parks & Rec	1,459.19	1,926.40
Office Assistant	10	1	GG	50,576.92	56,924.77
Supported Employment	1	0.2	PW	7,752.60	8,725.62
<b>Police Wages (Per CBA)</b>					
Officer	P24	7	Police	91,468.60	106,040.68
Detective	P26	1	Police	101,797.30	111,236.25
Lieutenant	P28	2	Police	121,950.31	121,950.31
<b>Public Works and Administrative Staff (Per CBA)</b>					
Sr. Accountant	21	1	GG	70,010.29	78,797.20
Accountant I	17	1	GG	62,203.23	70,010.29
Reception Clerk	10	1	GG	50,576.92	56,924.77
Permit & PW Support	17	1	GG	62,203.23	70,010.29
Court Clerk	16	0.5	GG	60,391.49	67,971.15
Admin Asst. PW	21	1	PW	70,010.29	78,797.20
Wastewater Plant Supervisor	35	1	PW	105,896.84	119,187.83
Water Plant Supervisor	27	1	PW	83,595.95	94,087.97
Storm Supervisor	26	1	PW	81,161.11	91,347.55
Maintenance Worker Lead	22	1	PW	72,110.60	81,161.11
Wastewater OIT	15	3	PW	58,632.51	65,991.41
Wastewater I	18	3	PW	64,069.33	72,110.60
Wastewater II	22	3	PW	72,110.60	81,161.11
Wastewater III	27	3	PW	83,595.95	94,087.97
Water OIT	15	3	PW	58,632.51	65,991.41
Water I	18	3	PW	64,069.33	72,110.60
Water II	22	3	PW	72,110.60	81,161.11
Water III	25	3	PW	78,797.20	88,686.94
Maintenance Worker I	15	4	PW	58,632.51	65,991.41
Maintenance Worker II	20	4	PW	67,971.15	76,502.13
Stormwater Worker I	16	2	PW	60,391.49	67,971.15
Stormwater Worker II	21	2	PW	70,010.29	78,797.20
Code Enforcement	24	0.75	GG	76,502.13	86,103.82
Police Records Clerk I	15	1	GG	58,632.51	65,991.41

~Positions with a box around their "FTE" represent a series of positions that can be hired, with the maximum number of employees employed for that series limited to the FTE approved in the budget.

\*Current non-represented staff will be paid no more than shown.

**2025 Budget, Exhibit A  
Summary of Expenses &  
Beginning Fund Balance**

<u>Fund</u>	<u>Beginning Fund Balance</u>	<u>2025 Budget</u>
General Fund	\$5,559,042.37	\$4,742,188.08
City Streets	\$215,208.36	\$13,344,616.91
REET	\$110,000.00	\$400,000.00
Cemetery	\$64,473.38	\$103,708.40
Parks Department	\$148,867.19	\$603,576.85
Tourism Fund	\$13,909.41	\$9,000.00
TBD	\$159,316.23	\$214,000.00
Police Department Drug	\$0.00	\$0.00
Housing	\$508,857.05	\$214,000.00
Transportation Impact	\$425,565.37	\$400,000.00
Water	\$2,503,936.37	\$4,167,935.39
Water Resource Recovery	\$10,230,111.60	\$10,162,412.59
Stormwater	\$2,030,375.14	\$2,742,519.27
Cemetery Perpetual Fund	\$534,119.33	\$400.00
Skinner Estate Fund	\$488,711.91	\$2,000.00
<u>Total Appropriations</u>	<b>\$22,992,493.71</b>	<b>\$37,106,357.49</b>



## Appendix I: Property Tax Resolution:

The Property Tax Resolution will appear here when it is available.

## Appendix J: 2019 Utility Rates Resolution

See next page for Utility Rates Resolution.

CITY OF ORTING  
WASHINGTON

ORIGINAL

RESOLUTION NO. 2019-32

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**A RESOLUTION OF THE CITY OF ORTING,  
WASHINGTON, RELATING TO UTILITY RATES;  
ADOPTING ADJUSTMENTS TO WATER, SEWER AND  
STORM WATER UTILITY RATES; AND ESTABLISHING  
AN EFFECTIVE DATE**

---

**WHEREAS**, the City of Orting City Council has reviewed the Capital Improvement Plan (CIP) and the operations and maintenance expenses of the Water Fund, the Sewer Fund, and the Stormwater Fund; and

**WHEREAS**, during 2019 the City hired Baker Tilly to consult on utility rates to determine what changes in our rates and structure would be needed over the coming years to meet the goals of the CIP, maintain our system, create reserves for future projects and created a predictable rate structure; and

**WHEREAS**, the implemented rate increases are intended to reflect an amount up to but no greater than the cost of service, and such revenues reasonably required to maintain self-supporting and financially viable utilities without undue discrimination toward or against any customer; and

**WHEREAS**, the City Council having been in all matters fully advised finds that an adjustment to the water utility rates is necessary to meet revenue requirements to cover the costs necessary to maintain a self-supporting and financially viable water utility; and

**WHEREAS**, the City Council having been in all matters fully advised finds that an adjustment to the sanitary sewerage utility rates is necessary to meet revenue requirements to cover the costs necessary to maintain a self-supporting and financially viable sanitary sewer utility; and

**WHEREAS**, the City Council having been in all matters fully advised finds that an adjustment to the Stormwater utility rates is necessary to meet revenue requirements to cover the costs necessary to maintain a self-supporting and financially viable Stormwater utility; and

**WHEREAS**, the City Council finds that adopting five years' worth of rates will remove the volatility of setting rates annually and allows a more holistic view of the needs of the utility funds; and

**WHEREAS**, the City Council finds that it is in the public interest to implement the water, sewer and storm water rate changes as set forth herein in order to ensure that each utility has sufficient revenue to be self-supporting and financially viable;

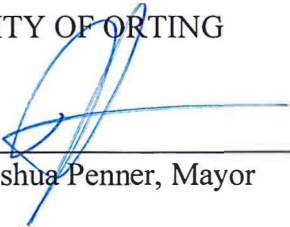
NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ORTING, WASHINGTON, DOES RESOLVE AS FOLLOWS:

**Section 1. Establishment of Water, Sewer and Storm Water Utility Rates.** Effective January 1, 2020 and annually on the same date thereafter, the water utility use fees imposed pursuant to OMC9-1D-3, sanitary sewer use charges imposed pursuant to OMC 9-2B-1, storm water utility use fees imposed pursuant to OMC 9-5C-6, shall be set at the amounts set forth in the 2019 Utility Rates Exhibit "A", attached hereto and incorporated as though fully set forth herein.

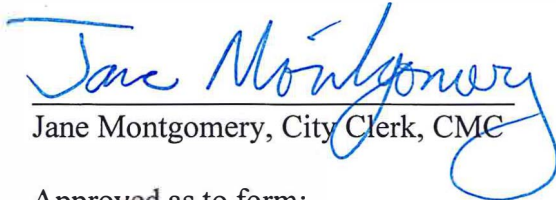
**Section 2. Effective Date.** This Resolution and Exhibit A shall be effective beginning on January 1, 2020.

PASSED BY THE CITY COUNCIL AT A SPECIAL MEETING THEREOF ON THE 25<sup>th</sup> DAY OF NOVEMBER, 2019.

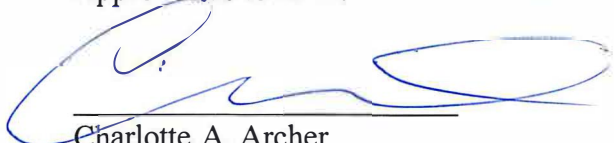
CITY OF ORTING

  
\_\_\_\_\_  
Joshua Penner, Mayor

ATTEST/AUTHENTICATED:

  
\_\_\_\_\_  
Jane Montgomery, City Clerk, CMC

Approved as to form:

  
\_\_\_\_\_  
Charlotte A. Archer  
~~Kenyon Disend PLLC~~ inslee Best ~~PLLC~~ P.S.  
City Attorney

Attch: Exh. "A" (Utility Rates)

## Exhibit A: Monthly Utility Rates (2020 - 2024)

WATER												
Monthly Base Charges												
Meter Size	2019		2020		2021		2022		2023		2024	
	Residential	COM	Residential	COM	Residential	COM	Residential	COM	Residential	COM	Residential	COM
0.75	\$24.38	\$24.38	\$25.84	\$25.84	\$27.40	\$27.40	\$29.04	\$29.04	\$30.78	\$30.78	\$32.63	\$32.63
1-1.5	\$39.81	\$39.81	\$42.20	\$42.20	\$44.73	\$44.73	\$47.41	\$47.41	\$50.26	\$50.26	\$53.27	\$53.27
2.0-4.0	\$56.53	\$56.53	\$59.92	\$59.92	\$63.51	\$63.51	\$67.32	\$67.32	\$71.36	\$71.36	\$75.64	\$75.64
Qualified Low Income	\$18.29		\$19.38		\$20.55		\$21.78		\$23.09		\$24.47	

Single Block Rates												
Rate Class	2019		2020		2021		2022		2023		2024	
	Residential	COM	Residential	COM	Residential	COM	Residential	COM	Residential	COM	Residential	COM
Single Block rate (per ccf)		\$3.68		\$3.90		\$4.13		\$4.38		\$4.64		\$4.92
Block 1: 1 to 6 CCF (per ccf)	\$2.65		\$2.80		\$2.97		\$3.15		\$3.34		\$3.54	
Block 2: 6 to 17 CCF (per ccf)	\$3.55		\$3.77		\$3.99		\$4.23		\$4.48		\$4.75	
Block 3: 17+ CCF (per ccf)	\$5.34		\$5.66		\$6.00		\$6.36		\$6.74		\$7.15	
Block 1: 0 to 6 CCF - Qualified Low Inc.	\$1.98		\$2.10		\$2.23		\$2.36		\$2.50		\$2.66	
Block 2: 6 to 17 CCF - Qualified Low Inc.	\$2.66		\$2.82		\$2.99		\$3.17		\$3.36		\$3.57	
Block 3: 17+ CCF - Qualified Low Inc.	\$4.01		\$4.25		\$4.50		\$4.77		\$5.06		\$5.36	

Annual Increase: 6%  
 Qualified Low Income, portion of Residential: 75%  
 Out of Town Premium: 10%

SEWER												
Customer Class	2019		2020		2021		2022		2023		2024	
	Base (per unit)	Flow (per ccf)	Base (per unit)	Flow (per ccf)	Base (per unit)	Flow (per ccf)	Base (per unit)	Flow (per ccf)	Base (per unit)	Flow (per ccf)	Base (per unit)	Flow (per ccf)
Residential	\$49.49		\$52.96		\$56.66		\$60.63		\$64.87		\$69.41	
Residential - Snowbird	\$35.99		\$38.51		\$41.21		\$44.09		\$47.18		\$50.48	
Residential - Qualified Low Income	\$37.12		\$39.72		\$0.00		\$0.00		\$0.00		\$0.00	
Commercial - Domestic <sup>1</sup>	\$49.49	\$5.10	\$52.96	\$5.46	\$56.66	\$5.84	\$60.63	\$6.25	\$64.87	\$6.68	\$69.41	\$7.15
Commercial - High Strength <sup>2</sup>	\$49.49	\$9.04	\$52.96	\$9.67	\$56.66	\$10.35	\$60.63	\$11.07	\$64.87	\$11.85	\$69.41	\$12.67
<u>High Cedars</u>												
Residential	\$62.85		\$67.25		\$71.96		\$76.99		\$82.38		\$88.15	
Business	\$62.85	\$6.49	\$67.25	\$6.94	\$71.96	\$7.43	\$76.99	\$7.95	\$82.38	\$8.50	\$88.15	\$9.10
Restaurant	\$62.85	\$11.48	\$67.25	\$12.28	\$71.96	\$13.14	\$76.99	\$14.06	\$82.38	\$15.05	\$88.15	\$16.10

<sup>1</sup>Churches, Lodges, Businesses, Library, Commercial Residence, Daycare, Schools

<sup>2</sup>Restaurant, Grocery with Deli, Other Food Related Business

Annual Increase: 7.0%  
 Qualified Low Income, portion of Residential: 75.0%

Storm						
Customer Class	2019	2020	2021	2022	2023	2024
Per Equivelant Residential Unit	\$20.60	\$21.63	\$22.71	\$23.85	\$25.04	\$26.29

Annual Increase: 5%

2019 Out of Monthly Water Rates (information only)

WATER										
Monthly Base Charges										
Meter Size	2019		2020		2021		2022		2023	
	Residential	COM	Residential	COM	Residential	COM	Residential	COM	Residential	COM
0.75	\$26.82	\$26.82	\$28.43	\$28.43	\$30.13	\$30.13	\$31.94	\$31.94	\$33.86	\$33.86
1-1.5	\$43.79	\$43.79	\$46.42	\$46.42	\$49.20	\$49.20	\$52.15	\$52.15	\$55.28	\$55.28
2.0-4.0	\$62.18	\$62.18	\$65.91	\$65.91	\$69.86	\$69.86	\$74.06	\$74.06	\$78.50	\$78.50
Qualified Low Income	\$20.11		\$21.32		\$22.60		\$23.96		\$25.39	
Single Block Rates										
Rate Class	2019		2020		2021		2022		2023	
	Residential	COM	Residential	COM	Residential	COM	Residential	COM	Residential	COM
Single Block rate (per ccf)		\$4.04		\$4.29		\$4.54		\$4.82		\$5.11
Block 1: 1 to 6 CCF (per ccf)	\$2.91		\$3.08		\$3.27		\$3.47		\$3.67	
Block 2: 6 to 17 CCF (per ccf)	\$3.91		\$4.14		\$4.39		\$4.65		\$4.93	
Block 3: 17+ CCF (per ccf)	\$5.87		\$6.23		\$6.60		\$7.00		\$7.42	
Block 1: 0 to 6 CCF - Qualified Low Inc.	\$2.18		\$2.31		\$2.45		\$2.60		\$2.76	
Block 2: 6 to 17 CCF - Qualified Low Inc.	\$2.93		\$3.11		\$3.29		\$3.49		\$3.70	
Block 3: 17+ CCF - Qualified Low Inc.	\$4.41		\$4.67		\$4.95		\$5.25		\$5.56	

Increase: 6.0%  
 Qualified Low Income, portion of Residential: 75.0%  
 Out of Town Premium: 10.0%

Average Bill (information only)

<b>Based on usage of 7.3 CCF of Water</b>						
	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
Water:	\$42.23	\$44.76	\$47.45	\$50.29	\$53.31	\$56.51
Sewer:	\$49.49	\$52.96	\$56.66	\$60.63	\$64.87	\$69.41
Storm:	\$20.60	\$21.63	\$22.71	\$23.85	\$25.04	\$26.29
<b>Total:</b>	<b>\$112.32</b>	<b>\$119.35</b>	<b>\$126.82</b>	<b>\$134.77</b>	<b>\$143.22</b>	<b>\$152.22</b>
<b>Total Increase:</b>		<b>\$7.03</b>	<b>\$7.47</b>	<b>\$7.95</b>	<b>\$8.45</b>	<b>\$8.99</b>

# Appendix K: Institutional Calendar

See next page for Institutional Calendar.



**Institutional Schedule**

Department	Description	Required	Best Practices	Due Date
Bldg Dept	CRS (Comm. Rating System/NFIP)	5 years		prior to 2026 (start mid-2025)
City Administrator	Legislative Priorities		Annual	September
City Administrator	Solid Waste Franchise Agreement	Contractual - 10 years		
City Administrator	Lobbying Activity Report	Annual		January
City Administrator/HR	Risk Assessment with Insurance	Annual		July 31st
City Clerk	Community Grant Requests	Annual		August 20th
Council	Council Goals		Annual	
Council	Deputy Mayor/Committee Selections	Annual		
Council	OPMA/PRA Training	Bi-Annual		January even years
Council	Interlocal Agreements			
Council	Code of Conduct		Annual	
Council	Council Rules of Procedure		Annual	
Council	Code of Ethics		Annual	
Council	Budget - Final	Annual	Same	December 31st
Dept Directors	Surplus	as needed	bi-annual	
Emergency Mgmt	Emergency Plan			
Emergency Mgmt	CEMP	5 years		By December 31st, 2029
Finance	Excise Tax	Monthly	Same	Monthly by 25th
Finance	Fee Schedule		Annual	July
Finance	Revenue Sources Public Hearing	Annual	Same	September
Finance	Property Taxes Public Hearing	Annual	Same	November 30th
Finance	CIP/TIP	Annual	Same	June
Finance	Budget to Departments	September 9th	July	September 9th
Finance	Budget - Mayor's Draft	Annual	Same	September
Finance	Purchasing Policy	N/A	Review annually	May
Finance	Utility Rates	Annual		Reviewed in April
Finance	Vehicle Assessment/Insurance Review	Annual	Same	April
Franchises	PSE / Lumen			
Franchises	Pierce County Water	10 years		By Aug 2034
Franchises	Pierce County Wastewater/Sewer	10 years		By Aug 2035
Franchises	Comcast Cable and Telecom			
HR	Open Enrollment	Annual	Same	
HR	Personnel Policy	N/A	Review annually	March
HR	L&I Taxes	Quarterly		end of the month
HR	PFML & LTC	Quarterly		close of quarter
HR	Unemployment report	Quarterly		4/30, 7/31, 10/2, 1/31
HR	FTD 944 & Schedule B	Quarterly		
HR	W2 & W3	Annual		last business day of January
HR	AWC Salary Survey	Annual		May 31st
HR	Retirement Reporting	Per pay period		5th & 20th
HR/Wellnes	Wellness program application	annual		Dec 31st
PD	FBI Reports	Annual		
PD	State Reports	Annual		
PD	FBI Reporting (NIBRS)	Monthly		
PD	Administrative Use of Force Review	Annual		1-Mar
PD	Report on signed U visa Request forms for victims and witnesses of qualifying crimes RCW 7.98.020	Annual		
PD	Bias Based Policing Review (WASPC RCW 43.1	Annual		1-Mar
PD	Personnel Policy Updates	Monthly		
PD	Employee Evaluations	Annual	Annual	Varies Per Employee
PD	Department Inventory	Annual		1-Apr
PD	Federal/State Government Surplus Inventory	Annual		1-Aug
PD	Firearm Qualifications	Quarterly	Quarterly	
PD	Annual Training Plan	Annual	Annual	1-Feb
PD	Required Training - Legal Updates	Annual	Annual	
PD	Required Training - Duto to request or rende	Annual	Annual	
PD	Required Training - Duty to Intervene	Annual	Annual	
PD	Required Training - CPR/FIRST AID	2 Years		Sep-24
PD	Required Training - Officer Use of Force and	Annual		
PD	Required Training - De-Escalation and Mental Health Training (WAC 139-11-020 and WAC 139-11-060)	3 Years		Varies Per Employee
PD	Required Training - Pursuit Driving and Policy Review	Annual		Varies Per Employee
PD	Required Training - Officer Less Lethal Weap	2 Years		Varies Per Employee
PD	Required Training - CJTC Mandated CIT Traini	Annual	Annual	31-Dec

PD	Respirator Fit Testing and Medical Questionnaire (WAC 296-842-15005; WAC 296-842-14005; WAC 296-842-22005)	Annual		Sep-24
PD	Annual CJTC Training Report	Annual		February 15 of Following Year
PD	Juvenile Detention Counts	Annual		April of Following Year
PD	Chiefs annual report	Annual	Annual	June of Following Year
PD	Report of unclaimed property converted for	Annual		1-Jan
PD	Property/Evidence Room Audit	Annual		
PD	Property/Evidence Narcotics Disposal	3 Years		1-Jan
PD	Jail Contracts Review/Renewal	Annual	Annual	Per Contract Generally Jan 1
PD	Mutual Aid Agreements	Annual	Annual	Per Contract
PD	Radar Calibrations	2 Years	2 Years	November of 2024
PD	Evidence Scale Calibration	Annual	Annual	January
PD	Police Lahar Evacuation Traffic and Safety Pla	2 Years		March, 2026
PD	FAA Part 107 Certification Updates	2 Years		Varies Per Pilot
PD	Police Employee Collective Bargaining Agreeer	3 Years		1-Jan-25
PD	WSP ACCESS Security Audit	3 Years		6/1/2027
PD	WSP Employee & Vendor Security Training	Annual		Varies Per Employee
PD	WSP Employee RE-Background Checks	5 Years		Varies Per Employee
PD	WSP ACCESS Validations (Stolen property/Mi	Monthly		Monthly Per Entry
PD	DOL DAPPS User Account Review	Annual		
PD	CJTC LETCSA Mandated Training (I-940 and S	5 Years		Varies Per Employee but NLT 2028
PD	SRO/Orting School District Contract	Annual		
PD	Sex Offender Resident list Review	Annual		January
PD	Review Services available for Limited English	Annual		
PD	Secondary Employment Authorization Appro	Annual		
PD	Body Armor Expiration Review	Annual		
PD	Community Survey 338.5	Annual		
PD	Review and copy of Public Records from Soci	Annual		
PD/Emer Mgmt	Emergency Plan			
PD/Emer Mgmt	Comprehensive Emergency Management Pla	5-Years with EPIC		31-Dec-29
PD/Emer Mgmt	Continuity of Operations Plan (COOP)	Annual		
PD/Emer Mgmt	Emer Mgmt Regional Lahar Evacuation Plan	2 Years with EPIC		March, 2026
PD/Emer Mgmt	EOC Activation Guide	Annual	Annual	
PD/Emer Mgmt	East Pierce County Lahar Rapid Action Plan (R	Annual with EPIC		
Planning	Comprehensive Plan	every 10 years	annual	12/31 (Start in Feb)
PW - Service Contracts	Landscaping - Frost	3 yrs		Jan 2025 to bid
PW - Service Contracts	American Backflow (Water/CCS)	3 yrs		Jan 2026 to bid
PW - Service Contracts	Swift Comply (Backflow Database)	Annual		Upon invoicing
PW - Service Contracts	Acktivov (Work Management System)	Annual		was 3 yr via invoice billing, due to be replaced with 3-5 yr new provider
PW - Service Contracts	Parks Maintenance	3 yrs		Jan 2026 to bid
PW - Service Contracts	Generator Maintenance	3 yrs		Jan 2026 to bid
PW - Stormwater	Stormwater Plan	As needed	10 years	2035, some funding source requirements
PW - Stormwater	NPDES Phase II Permit	5 years		By Aug 2029
PW - Stormwater	NPDES Phase II Report	Annually		March 31st
PW - Streets	Pavement Management	2-4 years		2-4 years
PW - Streets	ADA Transition	3-5 years/big changes		3-5 years/big changes
PW - Wastewater	General Sewer Plan (includes Facility Planning)	As needed	Every 10 years	Determined by approval of update in the works (2035)
PW - Wastewater	Risk & Resiliency Assessment (EPA req)	10 Years	Every 10 years	June 30, 2026, may be done with General Sewer Plan but was not a requirement until recently
PW - Wastewater	NPDES Discharge Report (WWTP)	Annually		
PW - Wastewater	Lab Accreditation	Annually		Annually
PW - Wastewater	Waste Load	Annually		Annually
PW - Wastewater	Wastewater Monthly Reporting/Testing	Monthly	Monthly	Monthly
PW - Wastewater	Risk & Resiliency Assessment (not EPA req but encouraged)	5 Years	Every 5 years	Do as part of the Telemetry Master Plan in 2025
PW - Wastewater	Emergency Response Plan(ERP) (not EPA req but encouraged)	5 years	Every 5 years	Do as part of the Telemetry Master Plan in 2025
PW - Water	Water System Plan - DOH	10 Years	Every 10 years	Determined by approval of update in the works.
PW - Water	Risk & Resiliency Assessment (EPA req via American Water Infrastructure Act) - DOH	5 Years	Every 5 years	June 30, 2026, can be done early with Water System Plan Asset Data (possibly Telemetry plan)
PW - Water	Emergency Response Plan(ERP) (EPA req via American Water Infrastructure Act) - DOH	5 years	Every 5 years	Dec 31, 2026, can be done early with Water System Plan Asset Data (possibly Telemetry Plan)
PW - Water	CCR (Consumer Confidence Report) - DOH	Annual		July 1st - New SDWA change to 2x annually (pending DOH)
PW - Water	CCC (Cross-Connection Report) - DOH	Annual		May 1st

Appendix K: Institutional Calendar

PW - Water	Source Metering Data - DOE	Annual		Researching Annual Date
PW - Water	Water Use Annual Report - DOH	Annual		June 30th
PW - Water	Water Quality Monitoring	Monthly	Monthly	Monthly
PW - Water	Water System Monthly Reporting/Testing	Monthly	Monthly	Monthly
PW - Water	Lab Accreditation	TBD	TDB	Future Goal for Bacteria Testing Only
PW - Water	Water Quality Monitoring - DOH	Annual	DOH Schedule	DOH Test Requirement (1 yr - 9 yr)
PW/Finance	GFC Rates	Annual		July

