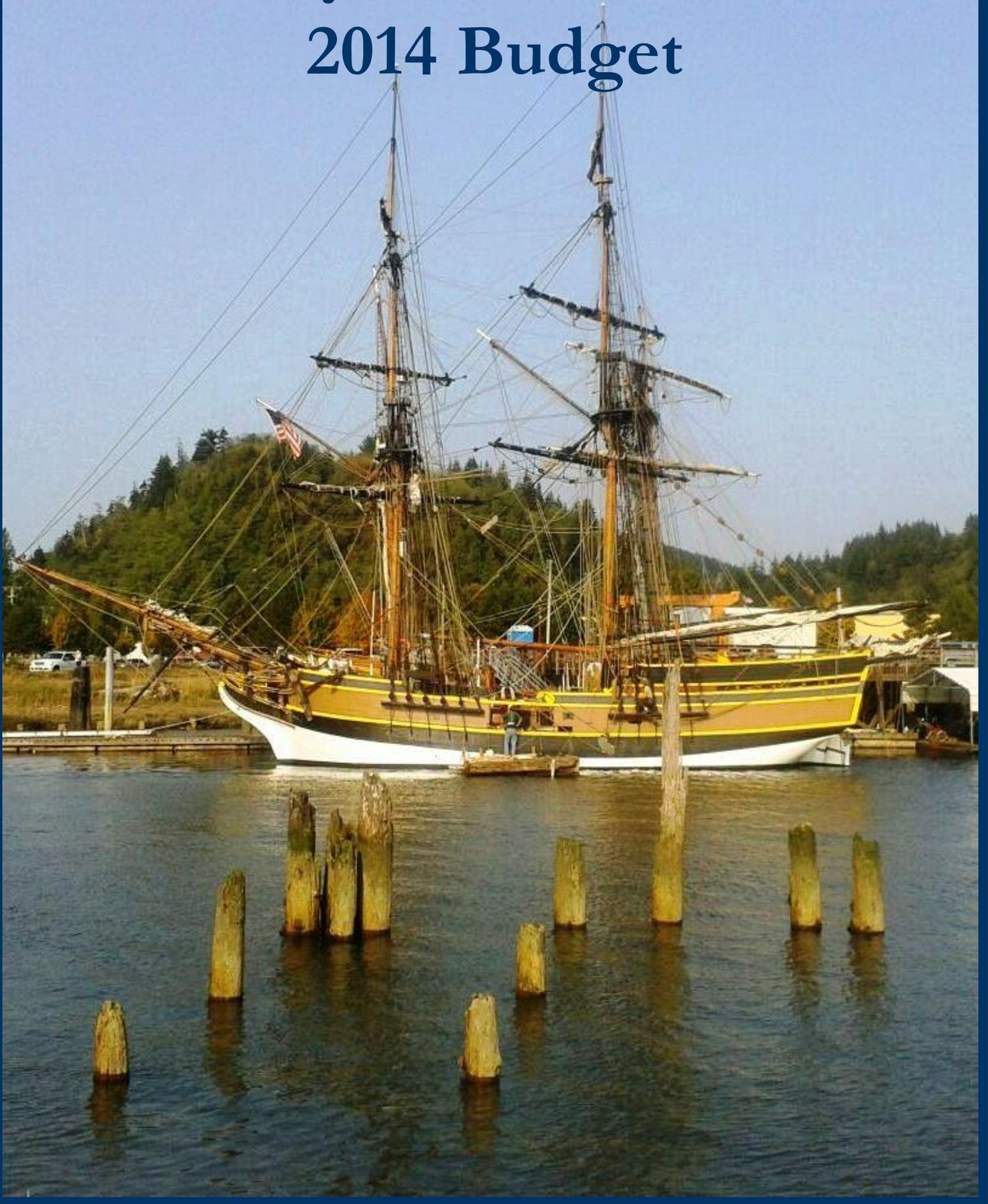


City of Aberdeen 2014 Budget



CITY OF ABERDEEN

Mission & Value Statement



Aberdeen's Mission:

To provide quality services that promote the health and well-being of the community we serve.

Aberdeen's Values:

- ◆ Safe and Livable Neighborhoods
- ◆ Quality Urban Services
- ◆ Responsive Government
- ◆ Quality Education
- ◆ Heritage and Culture
- ◆ Economic Vitality and Diversity
- ◆ Natural Resources

City of Aberdeen
2014 Budget
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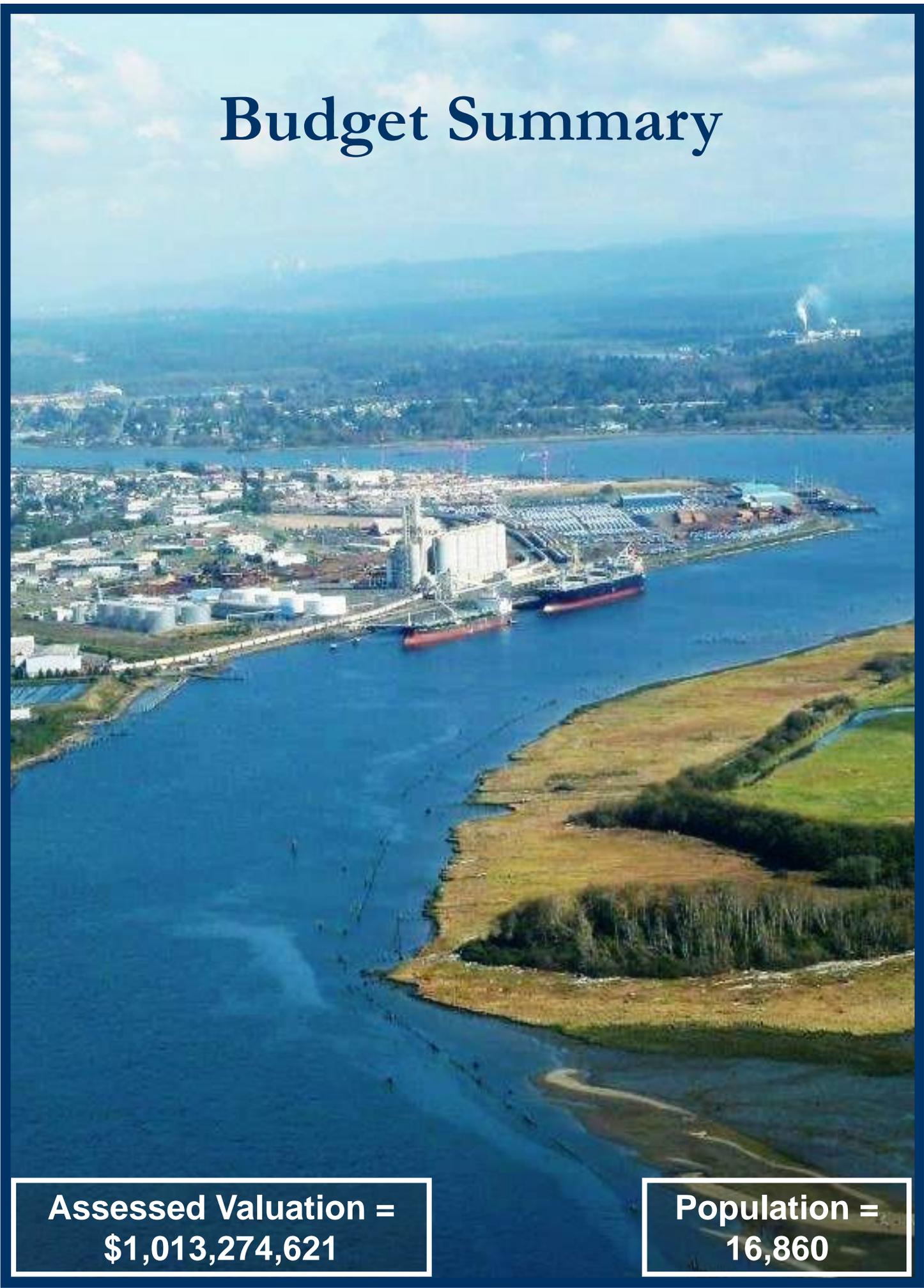
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Budget Summary

An aerial photograph of an industrial facility, likely a pulp mill, situated along a wide river. The facility includes several large white storage tanks, a complex of buildings, and a large red ship docked at a pier. In the background, there are rolling green hills and mountains under a blue sky with light clouds. The foreground shows a grassy bank with some reeds and a small stream.

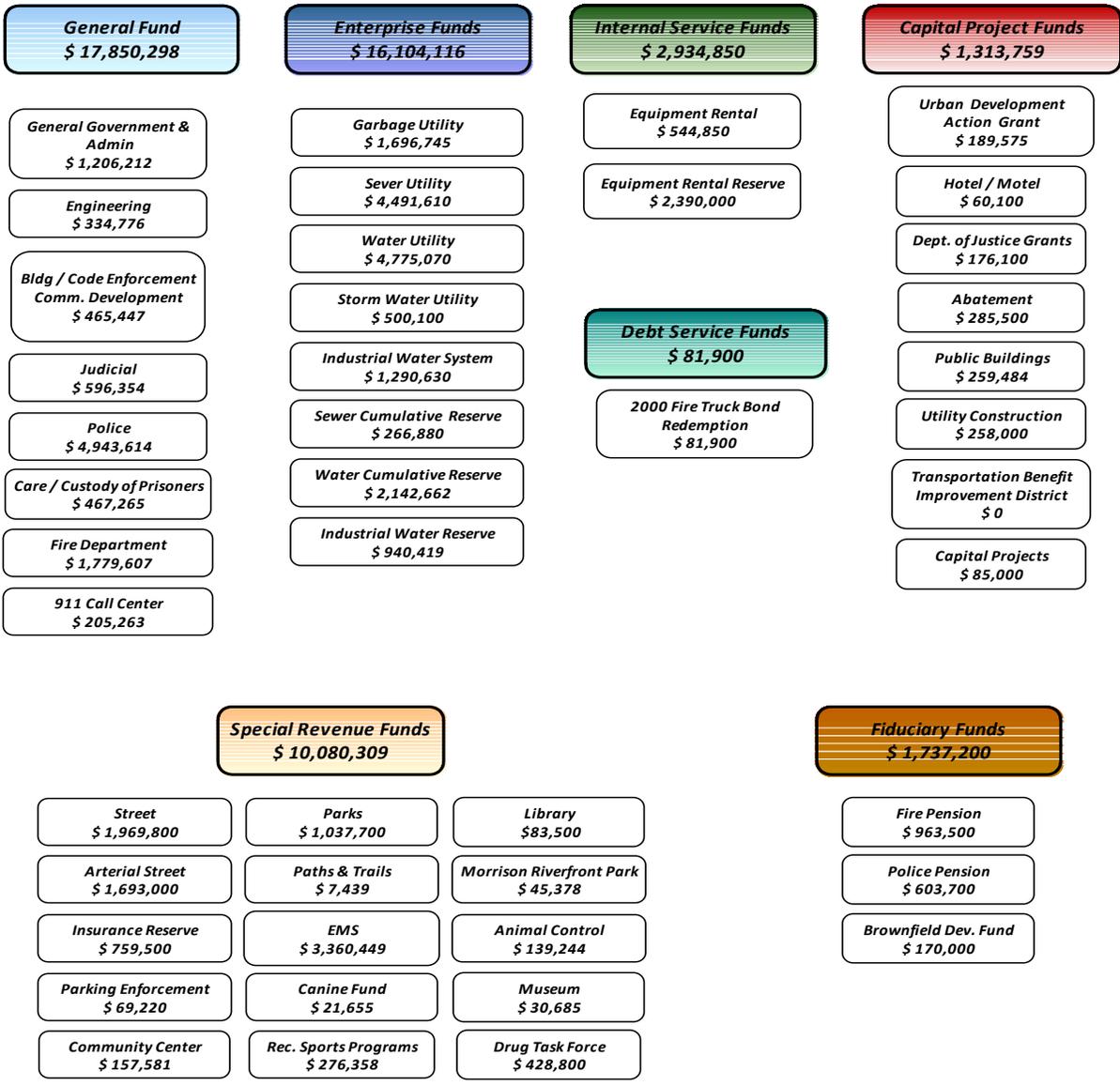
**Assessed Valuation =
\$1,013,274,621**

**Population =
16,860**



2014 Financial Organization Chart Where does my money go???

**2014 - Total City Budget
\$ 50,102,432**

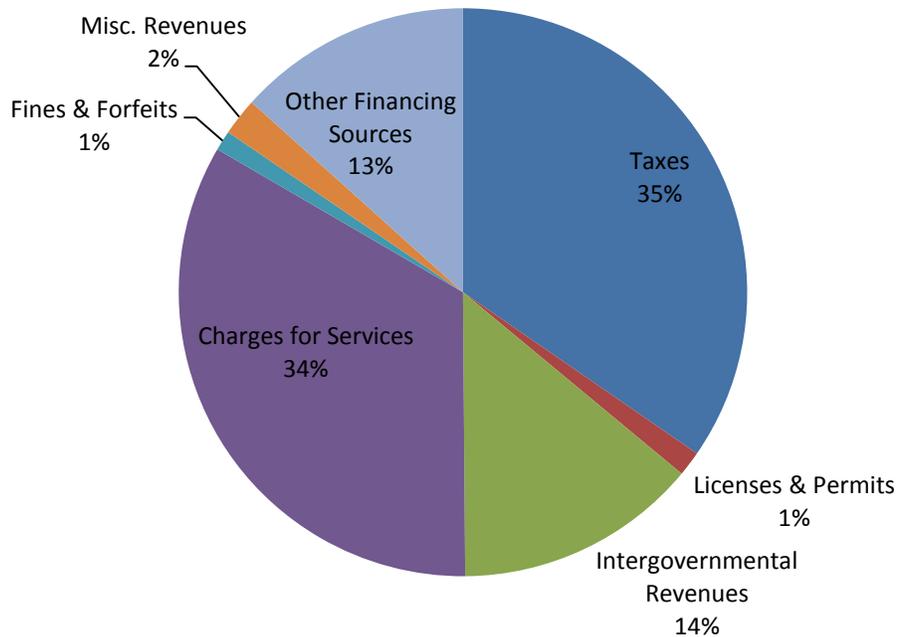


City of Aberdeen
Comparative Budget Summary
Revenues & Expenditures - All Funds

	2014 Budget	2013 Budget	Net Change Increase (Decrease)
<u>Revenues (by Type)</u>			
Taxes	\$ 12,077,485	\$ 11,529,255	\$ 548,230
Licenses & Permits	495,200	457,500	37,700
Intergovernmental Revenues	4,832,220	4,636,661	195,559
Charges for Services	11,697,029	11,638,353	58,676
Fines & Forfeits	396,000	498,800	(102,800)
Misc. Revenues	742,050	705,874	36,176
Other Financing Sources	4,656,696	5,235,252	(578,556)
<i>Total Revenues</i>	<u>\$ 34,896,680</u>	<u>\$ 34,701,695</u>	<u>\$ 194,985</u>
<u>Expenditures (by Type)</u>			
Salaries & Wages	\$ 13,222,800	\$ 13,018,258	\$ 204,542
Employee Benefits	5,579,697	5,700,349	(120,652)
Supplies	1,742,060	1,654,356	87,704
Other Services & Charges	5,555,761	5,391,917	163,844
Intergov Services & Interfund	1,027,313	970,760	56,553
Capital Outlays	3,679,942	2,786,500	893,442
Debt Service	1,283,278	1,288,830	(5,552)
Other Financing Sources	5,818,354	5,739,420	78,934
<i>Total Expenditures</i>	<u>\$ 37,909,205</u>	<u>\$ 36,550,390</u>	<u>\$ 1,358,815</u>
<u>Change in Fund Balance</u>			
Beginning Balance	\$ 15,205,752	\$ 13,398,490	\$ 1,807,262
Net Revenues Over / (Under) Expenditures	(3,012,525)	(1,848,695)	(1,163,830)
Ending Balance	<u>\$ 12,193,227</u>	<u>\$ 11,549,795</u>	<u>\$ 643,432</u>

Where Does the Money Come From?

City of Aberdeen 2014 Source of Revenues - All Funds



Taxes: Includes real estate tax, admission tax, B&O tax, gambling tax, interfund tax, leasehold excise tax, hotel/motel transient tax, property tax, sales tax, use tax, timber harvest tax, utilities tax, etc.

License & Permits: Includes amusement licenses; animal licenses; building, plumbing, and electrical permits; franchise fees; mechanical/gas permits; occupational licenses; street and permissive use permits, etc.

Intergovernmental Revenues: Includes direct, indirect, and state grant revenues; state entitlements and impact payments; interlocal payments, etc.

Charges for Services: Includes ambulance and emergency aid fees, animal control and shelter fees, board and room of prisoners, booking fees, building abatement fees, EMS fees, engineering fees, field maintenance fees, financial services fees, fire protection fees, impact fees, interfund fees, law enforcement service fees, copy fees, nuisance fees, plan check fees, planning and development fees, vehicle and equipment repair fees, utility fees, zoning and subdivision fees, water sales, etc.

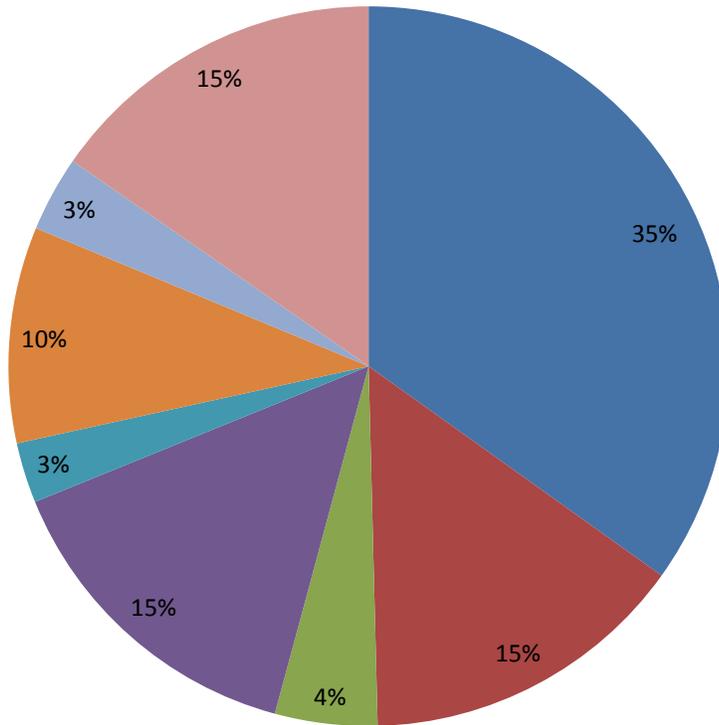
Fines & Forfeitures: Includes pretrial costs, criminal costs, deferred prosecution costs, investigative fund assessments, municipal court fines, other criminal traffic fines, other nonparking fines, driving while intoxicated fines, other nontraffic misdemeanors, parking penalties, release of seized properties, etc.

Misc. Revenues: Includes investment interest, gains/losses on investments, rent and lease payments, donations, special assessments, unclaimed property, insurance recoveries, judgements and resitutions, scrap sales, etc.

Other Financing Sources: Includes proceeds of debt, proceeds from sales of capital assets, compensation for loss/impairment of capital assets, transfers-in, etc.

Where Does the Money Go?

City of Aberdeen 2014 Expenses - All Funds



- Salaries & Wages - \$13,222,800
- Employee Benefits - \$5,579,697
- Supplies - \$1,742,060
- Other Services & Charges - \$5,555,761
- Intergov Services & Interfund - \$1,027,313
- Capital Outlays - \$3,679,942
- Debt Service - \$1,283,278
- Other Financing Sources - \$5,818,354

**City of Aberdeen
Debt Service Schedule
2014**

Bond Debt

FISCAL AGENT	PAYEE	DUE DATE	D.S. FUND	BOND DESCRIPTION	PRINCIPAL DUE	INTEREST DUE	TOTAL PAYMENT	Maturity Date
Bank of NY	Bank of NY	6/1/2014	205	REVENUE - Water Refunding 2003	0.00	13,825.00	13,825.00	12/1/2015
Sun Trust	Sun Trust	6/1/2014	206	UTGO - Fire Truck and Refunding	35,349.66	5,251.97	40,601.63	12/1/2020
Bank of NY	Bank of NY	12/1/2014	205	REVENUE - Water Refunding 2003	345,000.00	13,825.00	358,825.00	12/1/2015
Sun Trust	Sun Trust	12/1/2014	206	UTGO - Fire Truck and Refunding	35,349.66	4,889.64	40,239.30	12/1/2020
Total Bond Debt					\$ 415,699.32	\$ 37,791.61	\$ 453,490.93	

PW Trust Fund Loans

PAYEE	DUE DATE	FUND	DESCRIPTION	PRINCIPAL DUE	INTEREST DUE	TOTAL PAYMENT	Maturity Date
CTED	7/1/2014	407	Loan # PW-5-94-787-TIM-201	34,914.81	0.00	34,914.81	7/1/2014
CTED	7/1/2014	404	Loan #PW-98-791-001	378,245.62	18,912.28	397,157.90	7/1/2018
CTED	7/1/2014	403	Loan # PW-00-691-PRE-101	53,362.57	1,867.67	55,230.24	7/1/2020
CTED	7/1/2014	403	Loan # PW-02-691-001	301,683.79	13,575.77	315,259.56	7/1/2022
Total Trust Fund Loan Debt				\$ 768,206.79	\$ 34,355.72	\$ 802,562.51	

Total Bond and Trust Fund Loans

1,183,906.11 72,147.33 1,256,053.44

SUMMARY BY FUND:

Funding Source:

Operating Transfer-404	205	REVENUE - Water Refunding 2003	345,000.00	27,650.00	372,650.00
Property Taxes	206	UTGO - Fire Truck and Refunding	70,699.32	10,141.61	80,840.93
	403	Waste Water loans	355,046.36	15,443.44	370,489.80
	404	Water Filtration Plant Loan	378,245.62	18,912.28	397,157.90
	407	Industrial Water Line	34,914.81	0.00	34,914.81
TOTALS			\$ 1,183,906.11	\$ 72,147.33	\$ 1,256,053.44

City of Aberdeen
2014 Preliminary Budget
General Property Tax Levy

	PRELIMINARY BUDGET <u>2014</u>	FINAL <u>2013</u>	FINAL <u>2012</u>
Net Assessed Valuation			
Regular Levy	7% \$ <u>1,013,274,621</u>	\$ <u>1,013,274,621</u>	\$ <u>950,626,513</u>
Special Levy	\$ <u>1,000,362,208</u>	\$ <u>1,000,362,208</u>	\$ <u>938,123,351</u>
General Tax Levy			
Amount to Collect	\$ 2,760,602	\$ 2,711,559	\$ 2,587,157
General Government Rate	\$ <u>2.724</u>	\$ <u>2.6760</u>	\$ <u>2.7215</u>
<i>maximum levy rate</i>	\$ <i>3.1000</i>	\$ <i>3.1000</i>	\$ <i>3.1000</i>
Special Tax Levy			
SS dike AFD Bond/Fire Refunding Amount to Collect	\$ 61,000	\$ <u>80,000</u>	\$ <u>360,000</u>
Rate Per Thousand	\$ <u>0.06</u>	\$ <u>0.08</u>	\$ <u>0.38</u>
Total Levy (rate per thousand AV)	<u>\$ 2.7854</u>	<u>\$ 2.7560</u>	<u>\$ 3.1053</u>
Total City Tax Levy	<u>\$ 2,821,602</u>	<u>\$ 2,791,559</u>	<u>\$ 2,947,157</u>
Allocation of Property Taxes by Fund :			
General Tax Levy			
Fund 611 Fire Pension Fund	\$ 227,987	\$ 227,987	\$ 213,891
Fund 001 Current Expense Fund	\$ <u>2,532,615</u>	\$ <u>2,483,572</u>	\$ <u>2,373,266</u>
Total General Tax Levy	<u>\$ 2,760,602</u>	<u>\$ 2,711,559</u>	<u>\$ 2,587,157</u>
Special Levy			
Fund 203 SS Dike /AFD Bond Redemption Fund	<u>\$ 61,000</u>	<u>\$ 80,000</u>	<u>\$ 360,000</u>



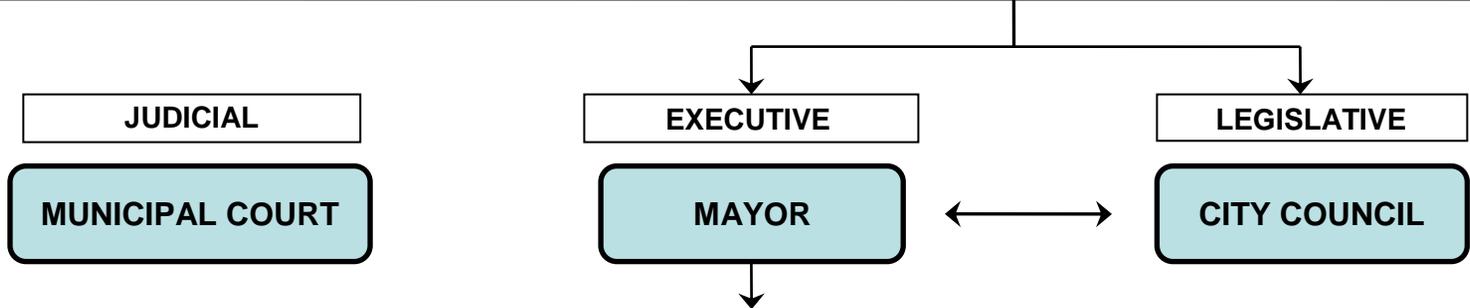
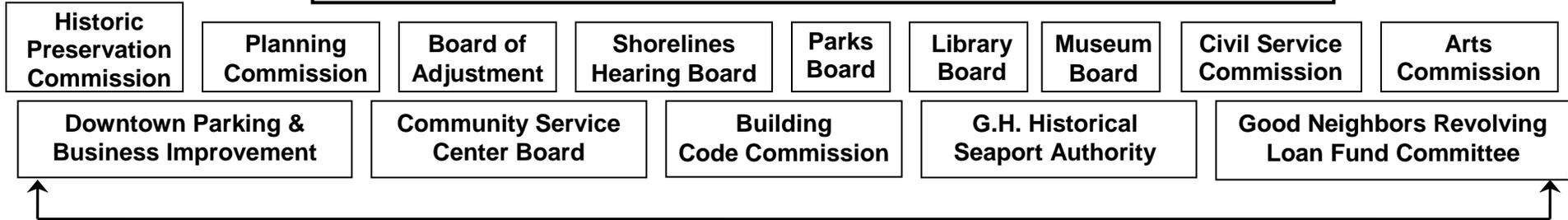
2014 Budget Calendar

DATE	ACTION
August 27 th	Request to all Department Heads to prepare detailed estimates of revenues and expenditures for 2014 and narratives.
September 18 th	Budget Revenue & Expenditure Sheets due to Finance Dept.
September 25 th	Narratives due to Finance Department
September 19 th to September 30 th	Finance compiles all requests and prepares Proposed Preliminary Budget documents for review.
September 27 th	Proposed Preliminary Budget presented to Mayor and Department Heads.
Week of September 30 th	Budget reviewed by Mayor and Department Heads
September 30 th to October 4 th	Prepare Preliminary Budget document and Mayor 's budget message.
October 7 th	Provide estimates of revenue collections for current year and Proposed Preliminary Budget to Council (in summary level Format).
October 16 th	Mayor provides Preliminary Budget and budget message to the Council. (Statutory requirement is November 2nd).
Weeks of October 16 th , October 23 rd , October 30 th	City Council and Council committees conduct budget workshops.



2014 City of Aberdeen

THE ORGANIZATION OF THE CITY OF ABERDEEN



Finance Dept.
 Financial Management
 Budget & Annual Report
 Public Records
 Management
 Fiscal Services
 Utility Billing
 Treasury Operations
 Business License Taxation
 Asset Management

Public Works Dept.
 Engineering & Construction
 Electrical
 Fleet Maint., Purchasing &
 Asset Management
 Street/Stormwater
 Construction & Maint.
 Wastewater Treatment
 Water Systems

Police Dept.
 Patrol Operations
 Investigations
 Traffic
 Animal Control
 Parking Enforcement
 Licenses & Permits
 Records
 Drug Taskforce
 Facility Operations
 Corrections
 Downtown Business
 Improvement District

Legal Dept.
 Legal Services
 Ordinances & City Code
 Criminal Prosecutions
 Civil Litigation
 Labor Relations

Parks & Recreation
 Parks Maintenance
 & Management
 Paths & Trails
 Recreation Programs
 Community Special Events
 Community Center Maint.
 Rotary Log Pavilion

Human Resources Dept.
 Employment/Employee Relations
 Wages/Salary Admin.
 EEO Records/Statistics
 Research/Standards
 Policies & Procedures
 Police & Fire Pension Boards
 Personnel Committee
 Civil Service Commission

Fire Dept.
 Control & Suppression
 Prevention & Investigation
 Emergency Medical Services

Building & Code Compliance Dept.
 Building Inspections
 Code Enforcement
 Building Code Commission

Community Development
 Planning & Zoning
 Planning Commission
 Board of Adjustment
 Shorelines Hearing Board
 Lodging Tax Committee
 Good Neighbors Revolving
 Loan Fund Committee
 Historic Preservation

CITY OF ABERDEEN

2013 STANDING COMMITTEES OF COUNCIL

Public Works Committee

Tim Alstrom
Margo Shortt
Jerry Mills
Alan Richrod

Public Safety Committee

John Smith
Kathy Hoder
Doug Paling
Denny Lawrence

Finance Committee

Jeff Cook
Pete Schave
James Cook
Alice Phelps

Personnel Committee

Bill Simpson, Mayor
Kathi Hoder, Council Pres.
Jeff Cook, Finance Comm

COUNCIL REPRESENTATIVES TO OUTSIDE AGENCIES

Coastal Community Action Program	Pete Schave
WA State Traffic Safety Commission	Doug Paling
Tourism Commission	Karl Harris
Disaster Preparedness Coordinator	Tobi Buckman
Greater Grays Harbor, Inc.	Bill Simpson
GH Boundary Review Board (3 yr appt)	Pat Oleachea
GH Council of Government Board	Tim Alstrom

MAYOR'S MEMBERSHIP ON COMMITTEES, BOARDS & COMMISSIONS

Ex-Officio Member of all City Committees	Grays Harbor Transportation Authority
Board Member:	Greater Grays Harbor, Inc.
	Grays Harbor Community Resource Council
	RC & D Board
	E 911 Board

BOARDS AND COMMISSIONS

CIVIL SERVICE COMMISSION

Ord. 5046 ♦ City Code 2.48 5 mbrs - 4 yr terms; Council Rep - 1 yr term	
Jerry Mills	01/01/14
Ron Pursley	01/01/17
Rev. Tom Halbrook	01/01/15
JoAnne Andrews	01/01/14
Lucky Campbell	01/01/15

BUILDING CODE COMMISSION

Ord. 5865 ♦ City Code 1.27.020 8 mbrs - 2 yr terms; Council Rep -1 yr term	
Jerry Mills	12/31/13
John Smith	12/31/13
Bob Smith	12/31/13
Al Gozart	12/31/14
Aaron Olson	12/31/13
Floyd Plemmons	12/31/14
Jack McPherson	12/31/14
Tom Lane	12/31/13

ABERDEEN ARTS COMMISSION

Ord. 6438 ♦ City Code 2.66 5 mbrs - 5 yr terms; Council Rep - 1 yr term	
Kathi Hoder	12/31/13
Tom Quigg	12/31/17
Patrick Farwell	12/31/13
Sue Ellen Metke	12/31/14
William Wolfenberger	12/31/15
Carleen Randich	12/31/16

HISTORIC PRESERVATION COMMISSION

Ord. 6496 ♦ City Code 17.50 - 5 mbrs - 4 yr terms	
Aaron Nickel	5/31/16
Jim Wynans	5/31/17
Sally McCarthy	5/31/17
Dann Sears	5/31/17
Al Gozart	5/31/14

CITY OF ABERDEEN

2013 STANDING COMMITTEES OF COUNCIL

PLANNING COMMISSION	
Ord. 5007 ♦ City Code 2.40 7 mbrs - 3 yr. terms Terms expire 2 nd Monday in January	
Randy Ross	01/13/14
Elaine Redner	01/14/16
Mike Schmidt	01/09/15
John Martinsen	01/09/15
Brian Little	01/09/15
Bill Sidor	01/13/14
Jamie Judkins	01/14/16

SHORELINE HEARING BOARD	
Ord. 5181 ♦ City Code 16.20 3 mbrs - 3 yr terms	
Brian Little	12/31/15
Gary Buckman	12/31/14
Jack Micheau	12/31/13

GOOD NEIGHBORS REVOLVING LOAN FUND COMMITTEE		
(FAÇADE IMPROVEMENT COMMITTEE) Ord. 5967 ♦ City Code 3.52.-7 mbrs-2 yr terms		
	Pos. #	
Sylvia Brown	1	12/31/13
Jim Wynans	2	12/31/13
Larry Rosevear	3	12/31/13
Steven Natwick	4	12/31/13
Anne Marie Babineau	5	12/31/13
Tanya Wood-Twin Star C/U <i>Financial Community Representative</i>	6	12/31/13
VACANT - <i>Citizen - At - Large -</i>	7	12/31/13

LODGING TAX COMMITTEE	
Ord. 5162 ♦ City Code 3.92.060 ≥ 5 mbrs - 1 yr term; Council Rep-1 yr term All terms expire 2 nd Monday in January	
Pete Schave- <i>Fin. Cmt. Chair</i>	01/09/14
Mike Spezia	01/09/14
Cindy Lonn	01/09/14
John Maki	01/09/14
Rhonda Gamble	01/09/14

LIBRARY BOARD	
RCW 27.12 ♦ City Code 2.56 5 mbrs - 5 yr terms	
Erik Kupka	12/31/14
Edward Quijada	12/31/15
Sara Cavin	12/31/16
Karin Beard	12/31/18
Randy Ross	12/31/13

PARK BOARD	
City Code 2.60 ♦ 5 mbrs - 3 yr terms Council Rep - 1 yr term	
Jerry Mills	12/31/13
Sharon Shermer	12/31/13
Fred Scott	12/31/15
Steve Solan	12/31/15
Mike Stoddard	12/31/15

BOARD OF MUSEUM & HISTORY	
Ord. 5762 ♦ City Code 2.64 8 mbrs-3 yr terms; Council Rep -1 yr term All terms expire 2 nd Monday in January	
Margo Shortt	12/31/15
Byron Eager	01/09/15
Alan Richrod	01/09/15
Arlene O'Conner	01/14/16
Barbara J. Caskey	01/13/14
Linda Wilson	01/13/14
Roy Vataja	01/13/14
LaMont Shillinger	01/13/14

CITY OF ABERDEEN

2013 STANDING COMMITTEES OF COUNCIL

GRAYS HARBOR HISTORICAL SEAPORT AUTHORITY		
	Pos #	
Dennis Crowley	1	10/15
Don Little	2	10/15
Linda Orgel	3	10/14
Paul O'Brien	4	10/13
Alex Klueh	5	10/13
Laura Pilgrim Rust	6	10/14
Price Chenault	7	10/13
David Douglas	8	10/14
David Cottrell	9	10/13

COMMUNITY SERVICE CENTER BOARD	
Ord. 5581 ♦ City Code 2.62 4 Council Mbrs - expire w/term; 1 Citizen Rep - 2 yr term - expires January 1 st of odd - # yrs.	
Gary Buckman	12/31/13
Tim Alstrom	w/term
Jerry Mills	w/term
Alan Richrod	w/term
Pete Schave	w/term

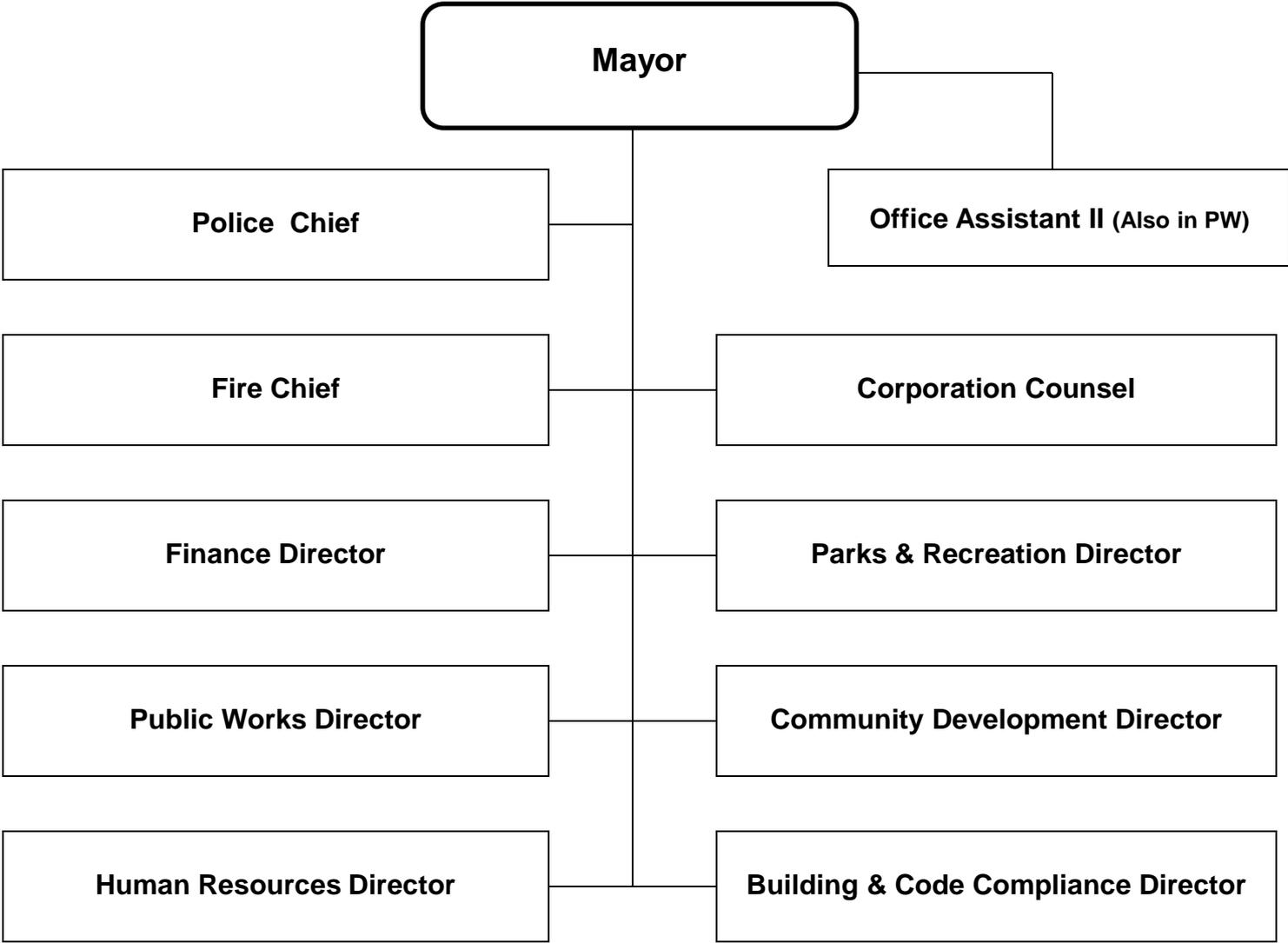
DOWNTOWN PARK'G / BUSINESS IMPROVEMENT DISTRICT	
City Code 3.100 ♦ Ord. 5751/ ≥ 5 but ≤ 9 mbrs 4 yr terms; 1 Council Rep – 1 yr term	
Alan Richrod	12/31/13
Jim Moore	12/31/16
Larry Roosevear	12/31/16
Pete Scroggs	12/31/16
Dean Winkle	12/31/14
Ray Ericks	12/31/14
Clyde Brown	12/31/14
Mel Bennett	12/31/13
Mike Giron	12/31/13
Anne Marie Babineau	12/31/13

BOARD OF ADJUSTMENT	
City Code 1.28 - 5 mbrs - 4 yr terms (Expire June 2 nd)	
Jim Moore	06/02/14
Aaron Olson	06/02/15
Skip Perry	06/02/14
Brian Little	06/02/15
Martha Carr	06/02/16



2014 City of Aberdeen

MAYOR'S STAFF & DEPARTMENT HEADS

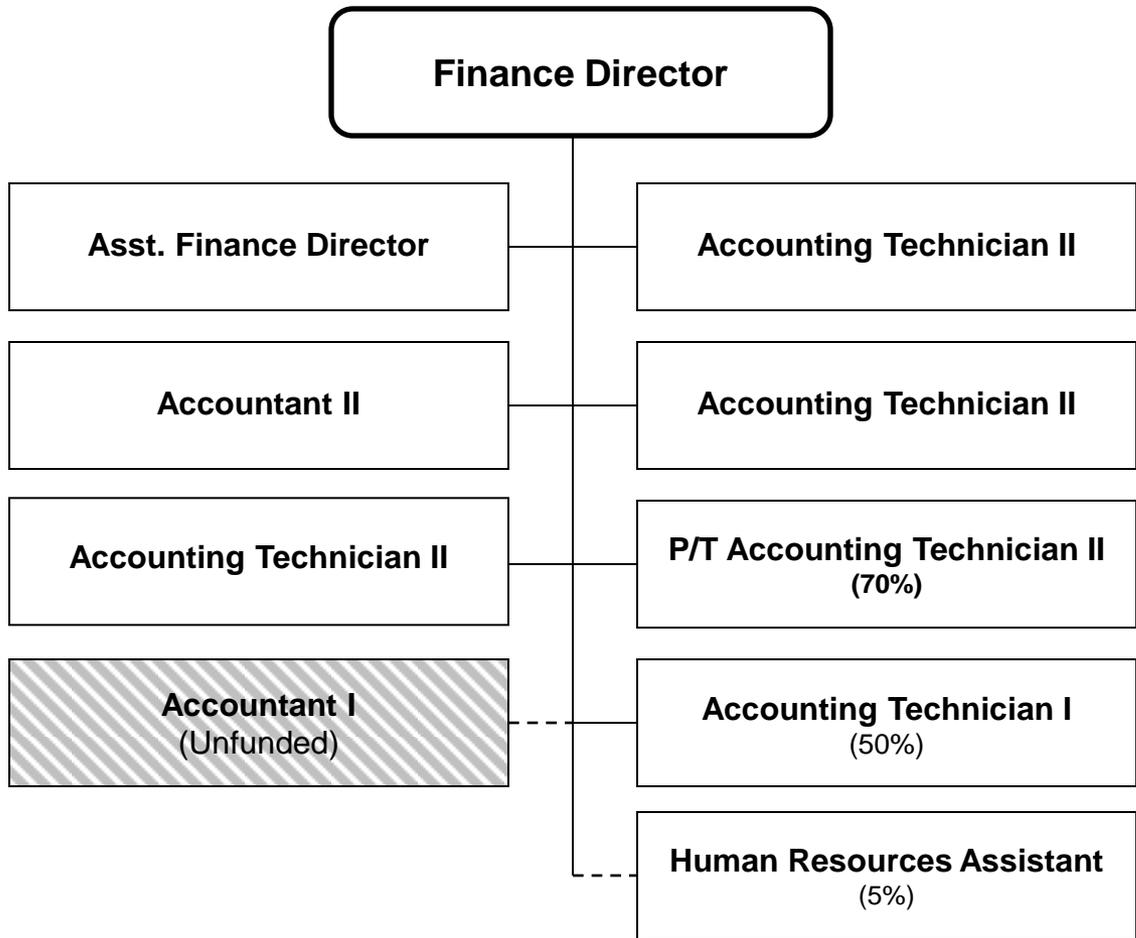


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2014 City of Aberdeen

FINANCE DEPARTMENT



7.25	Budgeted
1.00	Unfunded



2014 City of Aberdeen

HUMAN RESOURCES DEPARTMENT

Human Resources Director

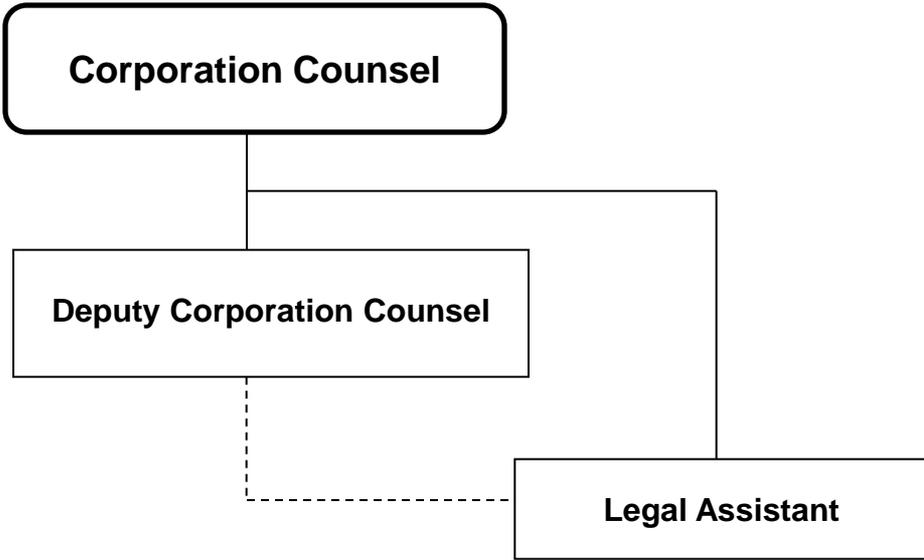
**Human Resources Assistant
(95%)**

1.95 Budgeted
.00 Unfunded



2014 City of Aberdeen

LEGAL DEPARTMENT



3.00	Budgeted
.00	Unfunded



2014 City of Aberdeen

PARKS AND RECREATION DEPARTMENT

Director

Assistant Director

Recreation Supervisor

Parks Maintenance Supervisor

Recreation Seasonal (Temp) Employees

Log Pavilion Seasonal (Temp) Employees

Parks Seasonal (Temp) Employees, Volunteers, Community Service

Parks Maintenance Worker II

Parks Maintenance Worker III
(Unfunded)

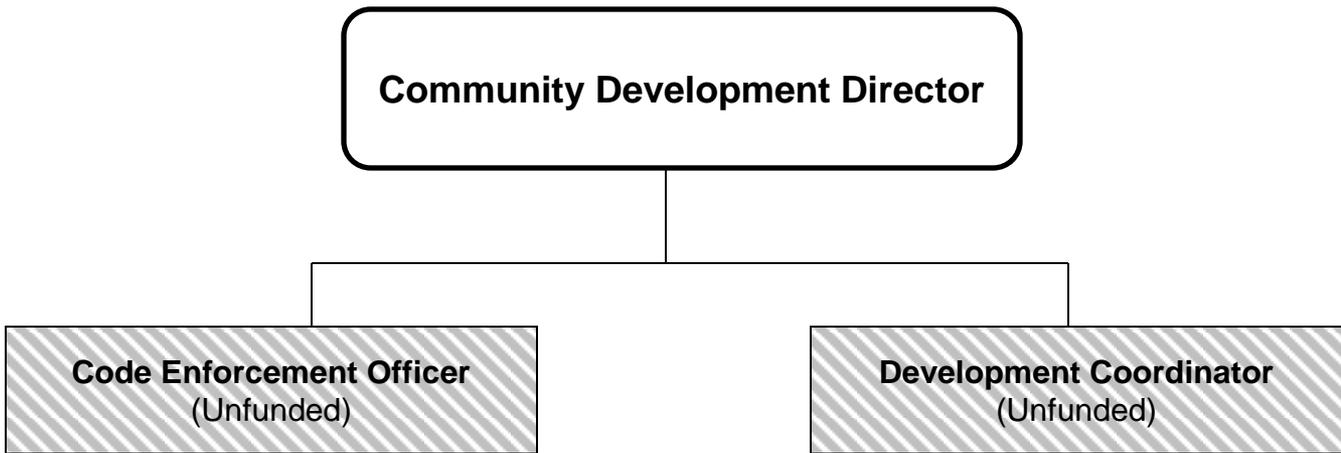
Parks Maintenance Worker I
(Unfunded)

5.00 Budgeted
2.00 Unfunded

10



COMMUNITY DEVELOPMENT DEPARTMENT



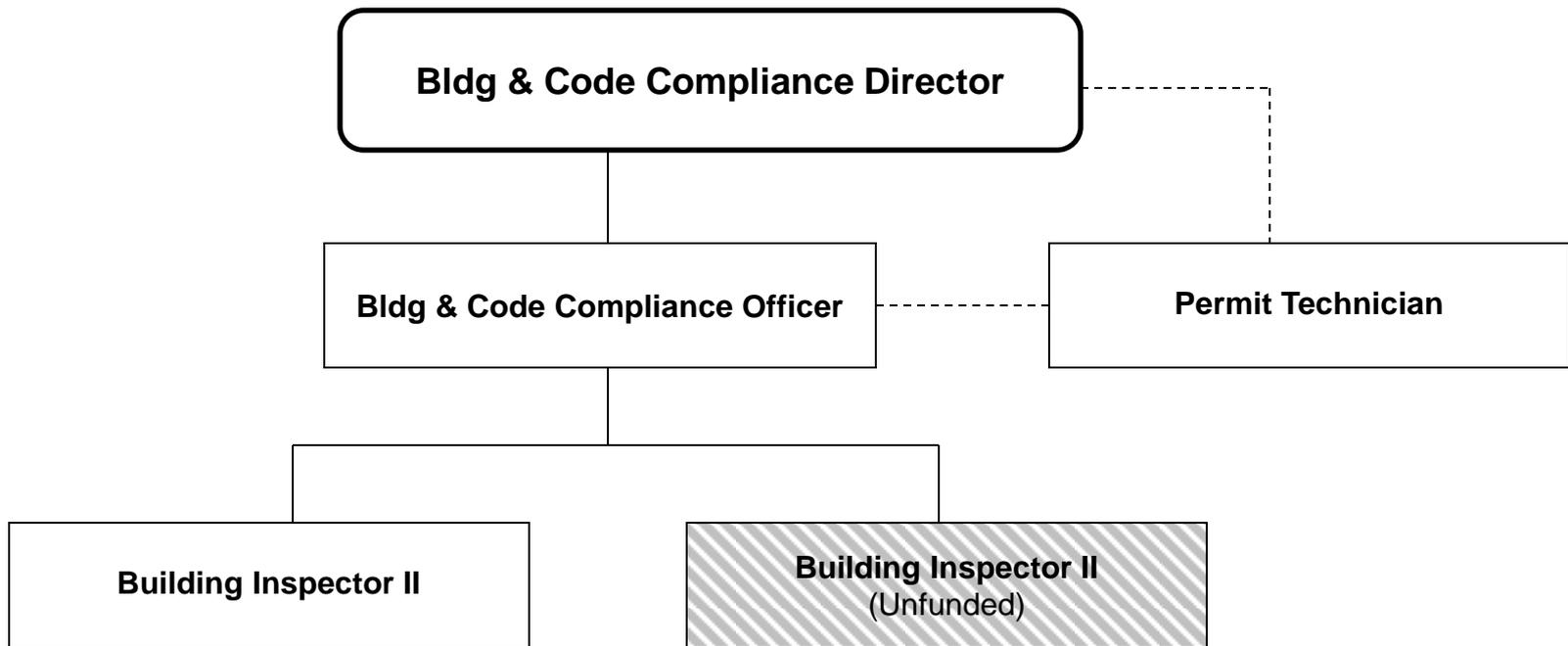
1.00	Budgeted
2.00	Unfunded

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2014 City of Aberdeen

BUILDING & CODE COMPLIANCE DEPARTMENT



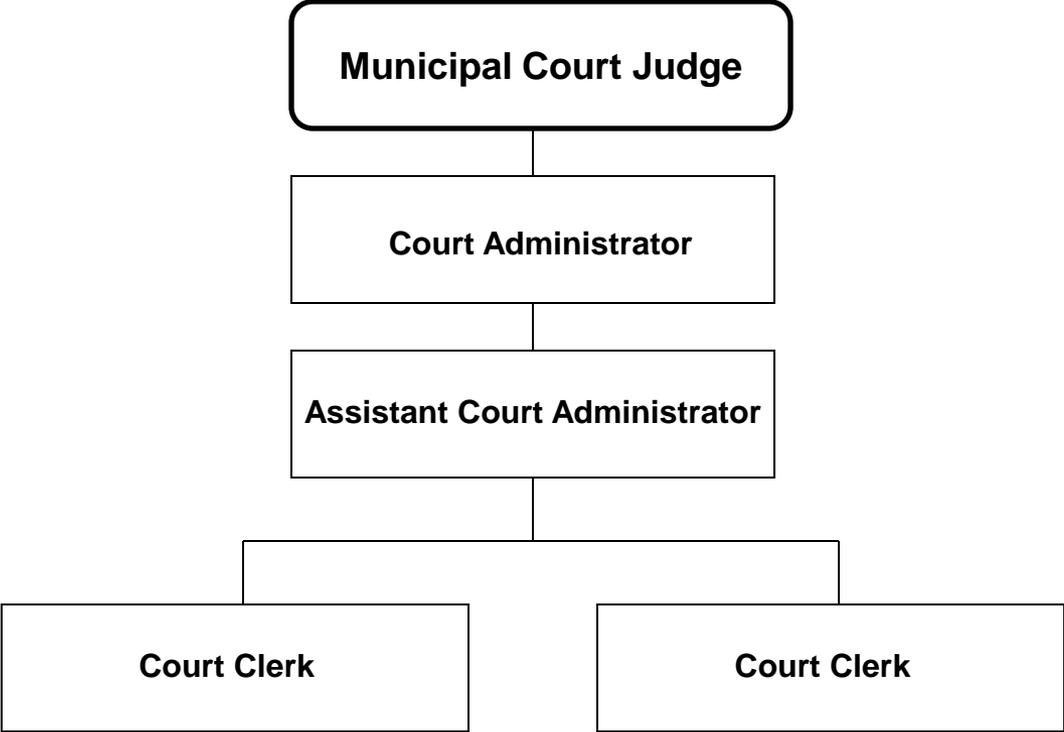
4.00	Budgeted
1.00	Unfunded

12



2014 City of Aberdeen

MUNICIPAL COURT



13

5.00	Budgeted
.00	Unfunded



2014 City of Aberdeen

POLICE DEPARTMENT

Police Chief

Deputy Chief

Administrative Coordinator

Captain

Captain

Police Officer

Explorers

Police Services Specialist

Police Services Specialist

Police Services Specialist

Detective Sergeant

Lieutenant

Lieutenant

Parking Enforcement Officer

Corrections Officer

Volunteers

Animal Control Enforcement Officer

P/T Shelter Custodian (50%)

Detective

Sergeant

Sergeant

Sergeant

Corporal

Corrections Officer

Corrections Officer

Corrections Officer

Corrections Officer

Corrections Officer

Detective

Detective

Detective/TF

Investigations Spec./DTF

Evidence Specialist

Corporal

Corporal

Corporal

Corporal

Police Officer

Lead Police Officer

Police Officer

Police Officer

Police Officer

Police Officer

Police Officer (K-9)

Police Officer (Traffic)

Police Officer (Grant Funded)

Police Officer

Police Officer

50.50 Budgeted *

*Includes the 2.00 Grant Funded Positions

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2014 City of Aberdeen

FIRE DEPARTMENT

□ = FIRE
 ■ = EMS

Fire Chief

Administrative Coordinator

Assistant Chief

EMS Account Specialist

Battalion Chief

Battalion Chief

Battalion Chief/P

Captain/P

Captain

Captain/P

Captain/P

Captain

Captain

Engineer

Firefighter

Engineer

Firefighter/P

Engineer/P

Engineer/P

Engineer/P

Firefighter/P

Engineer/P

Firefighter/P

Engineer/P

Firefighter/P

Firefighter/P

Firefighter

Firefighter/P

Firefighter/P

Firefighter

Firefighter/P

Firefighter/P

Firefighter/P

Firefighter/P

Firefighter

Firefighter/P

Firefighter/P

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PUBLIC WORKS DEPARTMENT

**Director of Public Works /
City Engineer**

PW Accountant

Office Assistant II

Deputy Public Works Director

Wastewater Systems Manager

Water Systems Manager

**Transportation Systems Manager
(Unfunded)**

Engineering Tech. V

Engineering Tech. IV

Engineering Tech. III

WWS Admin. Coord.

Lab Supervisor

PW Admin. Coord.

Water Equipment Tech.

ER Mechanic

WWS Maint. Supervisor

Stormwater Maint. Supervisor

WWTP O&M Supervisor

Customer Svcs. Supervisor

ER Parts & Svc. Tech.

Maintenance Worker IV

Maintenance Worker IV

Maintenance Worker III

Equipment Tech I
(Unfunded)

Equipment Tech II

Plant Operator III

Plant Operator III

Plant Operator III

Plant Operator II

Plant Operator-in-Training

Plant Operator-in-Training

Water Maint. Supervisor

Water Treatment Supervisor

Street Maint. Supervisor

City Electrician

Asst. City Electrician

Maint. Worker IV

Maint. Worker IV

Maint. Worker III

Maint. Worker III

Maint. Worker III

Waterworks Operator

Maint. Worker IV

Maint. Worker III

Maint. Worker III

Maint. Worker III

Maint. Worker III

Maint. Worker II

Maint. Worker III

Maint. Worker III

Maint. Worker III

Maint. Worker III

Maint. Worker II

Sign Technician

Maint. Worker IV

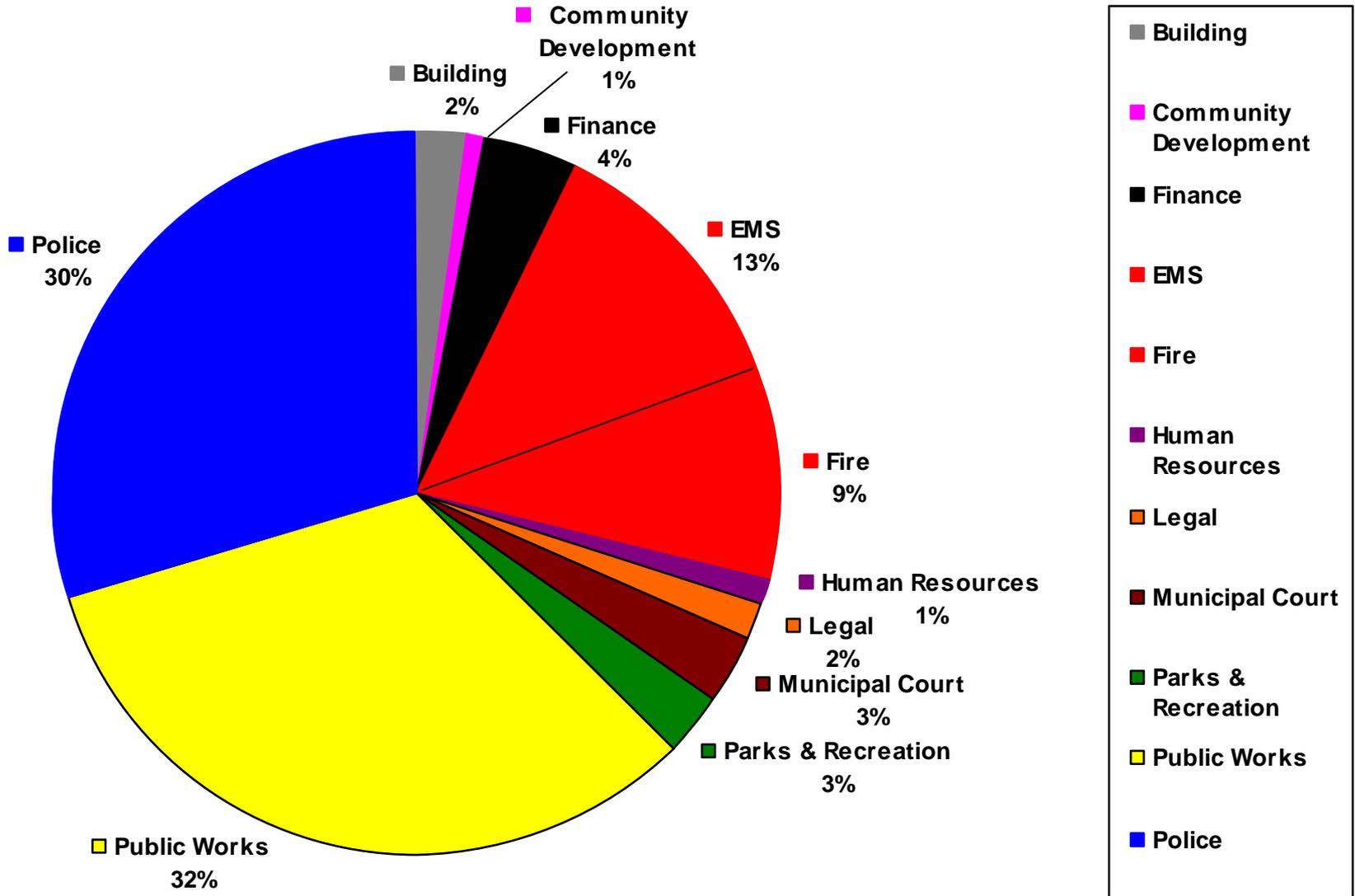
Maint. Worker III

Maint. Worker III

56.00 Budgeted
2.00 Unfunded

CITY OF ABERDEEN

2014 FULL-TIME and PART-TIME POSITION ALLOCATIONS BY DEPARTMENT



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City of Aberdeen
2014 Salary Schedule by Department/Positions

Home Department	Payroll Cost Center	Title	Salary Range	Low Salary	High Salary	Budgeted FTE
Building	Building	Bldg & Code Comp. Director	26	5,992	7,278	1.00
Building	Building	Bldg & Code Comp. Officer	21	4,687	5,697	1.00
Building	Building	Building Inspector II	19	4,259	5,164	1.00
Building	Building	Permit Technician	16	3,676	4,466	1.00
Community Dev.	Community Dev.	Comm. Development Director	26	5,992	7,278	1.00
Finance	Finance	Finance Director	30	7,278	8,847	1.00
Finance	Finance	Asst. Finance Director	24	5,422	6,602	1.00
Finance	Finance	Accountant II	20	4,466	5,422	1.00
Finance	Finance	Accounting Technician II	15	3,500	4,259	3.75
Finance	Finance	Accounting Technician I	13	3,169	3,850	0.50
Fire	Fire	Fire Chief	per ord.	7,522	9,064	1.00
Fire	Fire	Asst. Fire Chief	per ord.	8,521	8,521	1.00
Fire	Fire	Battalion Chief-EMT	25F	7,326	7,692	2.00
Fire	Fire	Captain-Paramedic	22F	7,182	7,182	1.00
Fire	Fire	Captain-EMT-IV	22F	6,790	6,790	2.00
Fire	Fire	Driver-EMT-IV	20F	6,173	6,173	2.00
Fire	Fire	Firefighter-Paramedic	18F	4,872	6,219	1.00
Fire	Fire	Firefighter-EMT	18F	4,518	5,767	2.00
Fire	Fire	Firefighter-EMT-IV	18F	4,606	5,880	2.00
Fire	Fire	Administrative Coordinator	16	3,676	4,466	1.00
Fire	EMS	Battalion Chief-Paramedic	25F	7,900	8,295	1.00
Fire	EMS	Captain-Paramedic	22F	7,182	7,182	2.00
Fire	EMS	Captain-EMT-IV	22F	6,790	6,790	1.00
Fire	EMS	Driver-Paramedic [EMC]	20F	6,530	6,530	1.00
Fire	EMS	Driver-Paramedic	20F	6,530	6,530	4.00
Fire	EMS	Firefighter-Paramedic	18F	4,872	6,219	12.00
Fire	EMS	EMS Account Specialist	15	3,500	4,259	1.00
Human Resources	Human Resources	Human Resources Director	26	5,992	7,278	1.00
Human Resources	Human Resources	Human Resources Asst.	15	3,500	4,259	0.95
Legal	Legal	Corporation Counsel	31	7,641	9,288	1.00
Legal	Legal	Deputy Corp. Counsel	21	4,687	5,697	1.00
Legal	Legal	Admin. Legal Asst.	16	3,676	4,466	1.00
Municipal Court	Municipal Court	Municipal Court Judge	per ord.	8,251	8,251	1.00
Municipal Court	Municipal Court	Court Administrator	20	4,466	5,422	1.00
Municipal Court	Municipal Court	Asst. Court. Admin.	15	3,500	4,259	1.00
Municipal Court	Municipal Court	Court Clerk	14	3,331	4,050	1.00
Municipal Court	Municipal Court	Court Clerk	13	3,169	3,850	1.00
Parks & Rec.	Parks	Parks & Rec. Director	28	6,602	8,021	1.00
Parks & Rec.	Parks	Asst. Parks & Rec. Director	23	5,164	6,280	1.00
Parks & Rec.	Parks	Parks Maint. Supervisor	21	4,687	5,697	1.00
Parks & Rec.	Parks	Recreation Supervisor	19	4,259	5,164	1.00
Parks & Rec.	Parks	Parks Maint. Worker II	16	3,676	4,466	1.00
Police	Police	Deputy Chief	per ord.	9,100	9,100	1.00
Police	Police	Police Chief	per ord.	7,832	9,516	1.00
Police	Police	Captain	46	8,349	8,349	2.00
Police	Police	Lieutenant	46	7,914	7,914	2.00
Police	Police	Sergeant	21P	5,469	7,225	4.00
Police	Police	Corporal	20P	5,211	6,553	5.00
Police	Police	Lead Police Officer	20P	5,211	6,553	1.00
Police	Police	Police Officer	19P	4,961	6,238	21.00
Police	Police	Admin. Coordinator	16	3,676	4,466	1.00
Police	Police	Investigations Specialist/DTF	14	3,331	4,050	1.00
Police	Police	Evidence Specialist	13	3,169	3,850	1.00
Police	Police	Police Services Specialist	13	3,169	3,850	3.00

Home Department	Payroll Cost Center	Title	Salary Range	Low Salary	High Salary	Budgeted FTE
Police	Animal Control	Animal Control Officer	16	3,676	4,466	1.00
Police	Animal Control	P/T Animal Shelter Custodian	13	3,169	3,850	0.50
Police	Corrections	Corrections Officer	15	3,500	4,259	5.00
Police	Parking Enforcement	Parking Enforcement Officer	13	3,169	3,850	1.00
Public Works	Electrical	City Electrician	23	5,164	6,280	1.00
Public Works	Electrical	Asst. City Electrician	20	4,466	5,422	1.00
Public Works	Engineering	Eng. Technician V	23	5,164	6,280	1.00
Public Works	Engineering	Eng. Technician IV	21	4,687	5,697	1.00
Public Works	Engineering	Eng. Technician III	18	4,050	4,923	1.00
Public Works	Equipment Rentals	ER Mechanic	19	4,259	5,164	1.00
Public Works	Equipment Rentals	ER Parts & Svc. Technician	17	3,850	4,687	1.00
Public Works	Public Works	Public Works Director	31	7,641	9,288	1.00
Public Works	Public Works	PW Accountant	19	4,259	5,164	1.00
Public Works	Public Works	Office Assistant II	15	3,500	4,259	1.00
Public Works	Sewer	WW Systems Manager	25	5,697	6,927	1.00
Public Works	Sewer	WWTP O&M Supervisor	22	4,923	5,992	1.00
Public Works	Sewer	Lab Supervisor	21	4,687	5,697	1.00
Public Works	Sewer	WWS Maint. Supervisor	21	4,687	5,697	1.00
Public Works	Sewer	Stormwater Maint. Supervisor	21	4,687	5,697	1.00
Public Works	Sewer	Equipment Technician II	20	4,466	5,422	1.00
Public Works	Sewer	Maint. Worker IV	19	4,259	5,164	2.00
Public Works	Sewer	Maint. Worker III	17	3,850	4,687	1.00
Public Works	Sewer	Plant Operator III	19	4,259	5,164	3.00
Public Works	Sewer	Plant Operator II	18	4,050	4,923	1.00
Public Works	Sewer	Plant Operator-in-Training (Y-Rated)	15	3,500	4,259	1.00
Public Works	Sewer	Plant Operator-in-Training	13	3,169	3,850	1.00
Public Works	Sewer	WWS Admin. Coord.	16	3,676	4,466	1.00
Public Works	Street	Deputy Public Works Director	25	5,697	6,927	1.00
Public Works	Street	Street Maint. Supervisor	21	4,687	5,697	1.00
Public Works	Street	Maint. Worker IV	19	4,259	5,164	1.00
Public Works	Street	Sign Technician	19	4,259	5,164	1.00
Public Works	Street	Maint. Worker III	17	3,850	4,687	6.00
Public Works	Street	Maint. Worker II	13	3,169	3,850	1.00
Public Works	Water	Water Systems Manager	25	5,697	6,927	1.00
Public Works	Water	Customer Svcs. Supervisor	21	4,687	5,697	1.00
Public Works	Water	Water Maint. Supervisor	21	4,687	5,697	1.00
Public Works	Water	Water Treatment Supervisor	21	4,687	5,697	1.00
Public Works	Water	Maint. Worker IV	19	4,259	5,164	3.00
Public Works	Water	Water Equip. Technician	19	4,259	5,164	1.00
Public Works	Water	Maint. Worker III	17	3,850	4,687	7.00
Public Works	Water	Customer Svc. Rep.	16	3,676	4,466	1.00
Public Works	Water	PW Admin. Coord.	16	3,676	4,466	1.00
Public Works	Water	Maint. Worker II	15	3,500	4,259	1.00
Public Works	Industrial Water	Waterworks Operator	16	3,676	4,466	1.00
Total # of Positions:						170.70

**2014 Budget
Number of Budgeted Positions by Department**

Home Department	Payroll Cost Center	Total	
Building	Building	4.00	
Community Development	Community Dev.	1.00	
Finance	Finance	7.25	
Fire	EMS	22.00	Fire= 37.00
	Fire	15.00	
Human Resources	Human Resources	1.95	
Legal	Legal	3.00	
Municipal Court	Municipal Court	5.00	
Parks & Recreation	Parks	5.00	
Police	Animal Control	1.50	PD= 50.50
	Parking Enforcement	1.00	
	Police	43.00	
	Corrections	5.00	
Public Works	Electrical	2.00	PW = 56.00
	Engineering	3.00	
	Equipment Rentals	2.00	
	Industrial Water	1.00	
	Public Works	3.00	
	Sewer	16.00	
	Street	11.00	
	Water	18.00	
Grand Total		170.70	

**City of Aberdeen
2014 Schedule of Medical Benefits**

Includes 2% WellCity Discount

AWC Medical HealthFirst Plan - Coverage Detail	Premium	Employee Cost Share (AFSCME)	Maximum City Costs (AFSCME per contract)	Employee Cost Share (Police) 12% of depend.	City Costs (Police)	Employee Cost Share (Police Admin Union) 20% of depend.	City Costs (Police Admin Union)	Employee Cost Share (Fire) 1.5% of FF Top Step Base Salary	City Costs (Fire)	Employee Cost Share (Dept. Heads & Exempts) 30% of depend.	City Costs (Dept. Heads & Exempts)
Employee Only	\$652.32	\$132.17	\$520.15	\$0.00	\$652.32	\$0.00	\$652.32	\$84.81	\$567.51	\$0.00	\$652.32
Employee & Spouse	\$1,309.58	\$265.72	\$1,043.86	\$78.87	\$1,230.71	\$131.45	\$1,178.13	\$84.81	\$1,224.77	\$197.18	\$1,112.40
Employee, Spouse + 1 Child	\$1,632.95	\$332.49	\$1,300.46	\$117.68	\$1,515.27	\$196.13	\$1,436.82	\$84.81	\$1,548.14	\$294.19	\$1,338.76
Employee, Spouse + 2 or more Children	\$1,900.90	\$388.17	\$1,512.73	\$149.83	\$1,751.07	\$249.72	\$1,651.18	\$84.81	\$1,816.09	\$374.57	\$1,526.33
Employee + 1 Child	\$975.69	\$198.95	\$776.74	\$38.80	\$936.89	\$64.67	\$911.02	\$84.81	\$890.88	\$97.01	\$878.68
Employee + 2 or more Children	\$1,243.64	\$254.63	\$989.01	\$70.96	\$1,172.68	\$118.26	\$1,125.38	\$84.81	\$1,158.83	\$177.40	\$1,066.24
LEOFF I Employee Only (Police Guild) *	\$955.69			\$0.00	\$955.69					\$0.00	\$955.69
LEOFF I Employee + Spouse (Police Guild) *	\$1,612.95			\$78.87	\$1,534.08					\$197.18	\$1,415.77
LEOFF I Employee, Spouse + 1 Child (Dept. Head/Exempt) *	\$1,936.32			\$117.68	\$1,818.64					\$294.19	\$1,642.13

AWC Regence High-Deductible Plan w/Health Savings Acct. - Coverage Detail	Premium	Employee Cost Share (AFSCME)	Maximum City Costs (AFSCME) per contract	Employee Cost Share (Police)	City Costs (Police)	Employee Cost Share (Police Admin Union)	City Costs (Police Admin Union)	Employee Cost Share (Fire)	City Costs (Fire)	Employee Cost Share (Dept. Heads & Exempts)	City Costs (Dept. Heads & Exempts)
Employee Only	\$349.23	\$0.00	\$349.23							\$0.00	\$349.23
Employee & Spouse	\$702.77	\$0.00	\$702.77							\$0.00	\$702.77
Employee, Spouse + 1 Child	\$880.04	\$0.00	\$880.04							\$0.00	\$880.04
Employee, Spouse + 2 or more Children	\$1,025.19	\$0.00	\$1,025.19							\$0.00	\$1,025.19
Employee + 1 Child	\$526.50	\$0.00	\$526.50							\$0.00	\$526.50
Employee + 2 or more Children	\$671.65	\$0.00	\$671.65							\$0.00	\$671.65

AWC Dental Plan F & Orthodontia Plan V	Premium	Employee Cost Share (AFSCME)	City Costs (AFSCME)	Employee Cost Share (Police) 5% of depend.	City Costs (Police)	Employee Cost Share (Police Admin Union) 10% of depend.	City Costs (Police Admin Union)	Employee Cost Share (Fire) 5% of depend.	City Costs (Fire)	Employee Cost Share (Dept. Heads & Exempts)	City Costs (Dept. Heads & Exempts)
Employee	\$52.99			\$0.00	\$52.99	\$0.00	\$52.99	\$0.00	\$52.99		
Employee + 1 dependent	\$101.22			\$2.41	\$98.81	\$4.82	\$96.40	\$2.41	\$98.81		
Employee + 2 or more dependents	\$186.33			\$6.67	\$179.66	\$13.33	\$173.00	\$6.67	\$179.66		

AWC Dental Plan F & Orthodontia Plan II	Premium	Employee Cost Share (AFSCME)	City Costs (AFSCME)	Employee Cost Share (Police)	City Costs (Police)	Employee Cost Share (Police Admin Union)	City Costs (Police Admin Union)	Employee Cost Share (Fire)	City Costs (Fire)	Employee Cost Share (Dept. Heads & Exempts) 10% of depend.	City Costs (Dept. Heads & Exempts)
Employee	\$50.73									\$0.00	\$50.73
Employee + 1 dependent	\$96.33									\$4.56	\$91.77
Employee + 2 or more dependents	\$168.12									\$11.74	\$156.38

AWC Vision Plan Option I	Premium	Employee Cost Share (AFSCME) 20% of empl. & depend.	City Costs (AFSCME)	Employee Cost Share (Police)	City Costs (Police)	Employee Cost Share (Police Admin Union) 20% of depend.	City Costs (Police Admin Union)	Employee Cost Share (Fire) 20% of depend.	City Costs (Fire)	Employee Cost Share (Dept. Heads & Exempts)	City Costs (Dept. Heads & Exempts)
Full Family (\$10 deductible)	\$20.75	\$4.15	\$16.60	\$4.15	\$16.60	\$4.15	\$16.60	\$4.15	\$16.60	\$2.08	\$18.68

AFSCME Dental Trust Plan IX	Premium	Employee Cost Share (AFSCME) 20% of empl. & depend.	City Costs (AFSCME)	Employee Cost Share (Police)	City Costs (Police)	Employee Cost Share (Police Admin Union)	City Costs (Police Admin Union)	Employee Cost Share (Fire)	City Costs (Fire)	Employee Cost Share (Dept. Heads & Exempts)	City Costs (Dept. Heads & Exempts)
Full Family - 20% Paid by Employee	\$111.12	\$22.22	\$88.90								

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BUDGET DETAIL



Comparative Summary of Operating Budget Revenues & Expenditures General Fund

	2014 Budget	2013 Budget	2012 Actual
<u>Revenues (byType)</u>			
Taxes	\$ 11,677,585	\$ 11,139,255	\$ 10,980,400
Licenses & Permits	494,200	456,500	389,425
Intergovernmental Revenues	326,550	260,561	418,579
Charges for Services	132,200	112,000	130,450
Fines & Forfeits	386,000	488,800	414,878
Misc. Revenues	35,000	24,000	33,888
Operating Transfers	98,763	208,662	132,546
<i>Total Revenues</i>	<u>\$ 13,150,298</u>	<u>\$ 12,689,778</u>	<u>\$ 12,500,166</u>
<u>Expenditures (By Function)</u>			
Legislative (001-01)	\$ 73,700	\$ 68,000	\$ 70,872
Executive (001-02)	15,650	15,700	15,456
Judicial (001-03)	596,354	603,420	519,414
General (001-05)	3,821,073	3,676,732	4,047,662
Finance (001-06)	379,450	382,472	362,100
Legal (001-16)	277,301	271,439	254,533
Human Resources (001-18)	116,021	95,172	90,899
Facilities (001-19)	107,090	100,700	99,554
Engineering (001-21)	334,776	324,860	297,161
Building & Code Enforcement (001-22)	338,707	334,700	314,636
Community Development (001-23)	126,740	135,080	116,293
Police (001-45)	4,943,614	4,945,698	4,858,261
Care/Custody of Prisoners (001-46)	467,265	459,066	331,585
Fire (001-48)	1,779,607	1,754,599	1,693,917
911 Call Center (001-49)	205,263	174,200	99,248
<i>Total Expenditures</i>	<u>\$ 13,582,611</u>	<u>\$ 13,341,838</u>	<u>\$ 13,171,591</u>
<u>Change in Fund Balance</u>			
Beginning balance	\$ 4,700,000	\$ 4,328,720	\$ -
Net Revenues over / (under) Expenitures	(432,313)	(652,060)	(671,425)
Ending balance	<u>\$ 4,267,687</u>	<u>\$ 3,676,660</u>	<u>\$ (671,425)</u>

FUND: 001
DEPT: 01

General Government
Legislative

City of Aberdeen
2014 Budget

	2014 Budget	2013 Budget	2012 Actual
Source of Revenue			
Percent of General Government Revenues	0.5%	0.5%	0.5%
Uses of Funds			
Salaries & Wages	\$ 55,000	\$ 53,000	\$ 52,709
Personnel Benefits	4,700	4,600	4,492
Supplies	250	250	46
Other Services & Charges	13,750	10,150	13,625
<i>Total Use of funds</i>	\$ 73,700	\$ 68,000	\$ 70,872

Narrative

The Legislative (Council) budget provides for the direct costs of citizen representation. These costs are included in the General Government Fund because they benefit the general public and City government as a whole.

The "Other Services and Charges" portion of the Legislative budget includes: \$12,000 to publish public notices such as ordinances and variances; \$400 for travel to the AWC convention plus other workshops; and \$1,350 for miscellaneous expenses such as supplies and telephone expenses. Salaries and Wages are the annual amounts paid to Councilmembers as established by Ordinance.

FUND: 001
DEPT: 02

General Government
Executive

City of Aberdeen
2014 Budget

	2014 Budget	2013 Budget	2012 Actual
Source of Revenue			
Percent of General Government Revenues	0.1%	0.1%	0.1%
Uses of Funds			
Salaries & Wages	\$ 12,500	\$ 12,500	\$ 12,375
Personnel Benefits	1,100	1,100	1,056
Supplies	500	500	485
Other Services & Charges	1,550	1,600	1,540
<i>Total Use of funds</i>	\$ 15,650	\$ 15,700	\$ 15,456

Narrative

The Executive budget provides appropriations for the Mayor. The Mayor serves as the Chief Executive Officer of the City, an elected position. As CEO, the position directs the long and short term operations of the City.

The "Other Services and Charges" portion of the Executive budget includes \$150 for travel to the AWC convention and registration; \$1,400 for miscellaneous expenses such as postage, telephone and dues.

The Mayor's salary is established by Ordinance.

FUND: 001
DEPT: 03

General Government
Judicial

City of Aberdeen
2014 Budget

	2014 Budget	2013 Budget	2012 Actual
Source of Revenue			
Percent of General Government Revenues	4.4%	4.5%	3.9%
Uses of Funds			
Salaries & Wages	\$ 309,344	\$ 304,300	\$ 283,018
Personnel Benefits	113,490	135,700	118,714
Supplies	9,500	37,600	19,805
Other Services & Charges	163,520	125,820	97,877
Capital Outlay	500	-	-
<i>Total Use of funds</i>	\$ 596,354	\$ 603,420	\$ 519,414

Narrative

This General Government Department Budget provides for a Municipal Court system that adjudicates all civil and criminal violations of the City Charter and City Ordinances, and maintains public records.

Court staff consists of one part time Judge, a Court Administrator, an Assistant Court Administrator and two Court Clerks.

The Court works closely with the City's Police, Legal, Animal Control, Parking Enforcement, and Code Enforcement Departments. All personnel are committed to delivering professional and courteous customer service response to the community we serve.

FUND: 001
DEPT: 05

General Government
General Department

City of Aberdeen
2014 Budget

	2014 Budget	2013 Budget	2012 Actual
Source of Revenue			
Percent of General Government Revenues	28.1%	27.6%	30.7%
Uses of Funds			
Insurance	\$ 86,500	\$ 96,142	\$ 91,428
Elections	12,000	7,500	19,522
Voter Registration	7,500	11,000	10,781
Miscellaneous	1,500	1,500	1,935
Intergovernmental Services--			
Dues to Association of Wash. Cities	10,400	10,400	10,379
Emergency Services	3,000	4,000	4,815
Olympic Air Pollution Agency	7,600	7,600	7,403
Economic Development Council	12,000	12,000	13,200
Council of Governments	25,000	25,000	22,000
Washington State Auditors	45,000	35,500	33,576
Transfers--			
Library - (101)	83,500	79,900	76,200
Parks - (102)	970,000	945,490	887,450
Streets - (103)	1,073,010	1,008,850	965,500
Insurance Reserves - (112)	26,500	26,500	12,000
Animal Control Fund - (121)	128,944	129,660	123,381
Parking Enforcement- (122)	53,220	53,070	57,439
Emergency Medical Services- (120)	-	-	53,000
Canine - (123)	5,655	5,620	-
Museum Fund - (125)	23,000	23,000	26,600
Public Building Fund - (320)	52,744	-	419,708
Dept. of Justice Grant Fund - (305)	-	-	125,900
Hydrant Costs Reimb. to Water - . (404)	-	-	-
Equipment Rental - (501)	-	-	4,800
Fire Pension - (611)	654,000	654,000	599,145
Police Pension - (612)	540,000	540,000	481,500
<i>Total Use of funds before ending cash</i>	\$ 3,821,073	\$ 3,676,732	\$ 4,047,662
<i>Ending Cash Balance</i>	\$ 4,267,687	\$ 3,676,660	\$ 5,252,887
<i>Total Use of Fund Balance</i>	\$ 8,088,760	\$ 7,353,392	\$ 9,300,549

Narrative

The General Department of the General Government Fund provides funding for the following areas:

- **Insurance:** General Government's portion of property damage and general liability insurance premiums. The City is currently a member of the Washington Cities Insurance Authority for the purpose of insuring liability and property.
- **Elections & Voter Registration:** Aberdeen is billed by Grays Harbor County for its share of election expenses on a pro-rata basis. The City is also billed for its share of voter registration costs that are passed through by Grays Harbor County.
- **Intergovernmental services:** The City provides funding to various agencies, some who are mandated by the State and others who provide services to the City.
- **Transfers:** General Government's subsidy for services provided by the other governmental funds.

	2014 Budget	2013 Budget	2012 Actual
Source of Revenue			
Percent of General Government Revenues	2.8%	2.9%	2.7%
Uses of Funds			
Salaries & Wages	\$ 452,700	\$ 465,200	\$ 436,027
Personnel Benefits	205,700	180,322	172,544
Supplies	14,000	14,000	10,039
Other Services & Charges	54,800	51,600	42,085
Reallocated Costs	(347,750)	(328,650)	(310,537)
Capital Outlay	-	-	11,942
<i>Total Use of funds</i>	\$ 379,450	\$ 382,472	\$ 362,100

Narrative

General Department Overview

The Finance Department provides financial and administrative services to other City departments, the Mayor, City Council, and the Public. It is best to think of the Finance Department as part of the infrastructure of City Government. Our primary purpose along with the Personnel and Legal departments is administrative and financial support for departments providing direct services to the City. The department financial management responsibilities include cash collections and depository activities, the investment of all City funds, the handling of connection and disconnection requests for the utility departments, responding to customer inquiries, and the resolution of credit and collection problems. The department accounting responsibilities include general ledger maintenance, accounts receivable, accounts payable, payroll and financial records keeping, reporting and analysis. Accounting personnel also maintain perpetual inventory records for all City owned fixed assets. The department financial service responsibilities include generating the preliminary and final City budget and preparing the Annual Financial Report for the City. Other financial related reports are issued for management decision making and for external reporting purposes.

2013 Achievements

- Started processing payments in-house that were previously processed through a lockbox system.
 - This change resulted in a quicker time frame for posting payments and cash depositing.
 - The cost savings allowed for the hire of a part-time employee to help with extra payments being processed through the mail.
- Changed to Bank of Pacific from Bank of America
 - This change resulted in lower banking costs to the City.
- The department implemented remote check deposit technology.
 - Provided check imaging for archiving and audit capabilities
 - Electronic depositing reduced bank fees and quicker access to City funds

2014 Goals

- Update bidding and purchasing policies
- Implement new fixed asset monitoring system
- Upgrade B&O tax software to Springbrook
- Expand credit card collection mode to non-utility transactions

FUND: 001
DEPT: 16

General Government
Legal

City of Aberdeen
2014 Budget

	2014 Budget	2013 Budget	2012 Actual
Source of Revenue			
Percent of General Government Revenues	2.0%	2.0%	1.9%
Uses of Funds			
Salaries & Wages	\$ 236,756	\$ 234,072	\$ 226,372
Personnel Benefits	76,225	73,367	68,746
Supplies	4,600	4,600	4,129
Other Services & Charges	11,500	11,500	4,012
Reallocated Costs	(51,780)	(52,100)	(48,726)
Capital Outlay	-	-	-
<i>Total Use of funds</i>	\$ 277,301	\$ 271,439	\$ 254,533

Narrative

The Legal Department consists of the Corporation Counsel, Assistant Corporation Counsel, and Administrative Legal Assistant. The Legal Department staff provides advice and written opinions to City officials and employees in all legal matters pertaining to the business of the City. The Department also assists in preparing resolutions and ordinances, contracts, and all other legal documents necessary to the operation of the City. The City Code is revised, updated, and supplemented by the Legal Department.

The Corporation Counsel represents the City in administrative and judicial proceedings, including arbitration of labor disputes. The Corporation Counsel also serves as chief negotiator for the City in its collective bargaining with employees.

The Assistant Corporation Counsel serves as municipal court prosecutor and assists the Corporation Counsel in other areas as available. The Administrative Legal Assistant, in addition to normal secretarial duties, provides litigation support for all municipal court prosecutions and serves as code reviser.

The Legal Department also shares the services of a domestic violence victim/witness coordinator as part of the STOP Domestic Violence Grant awarded to the Police Department.

FUND: 001
DEPT: 18

General Government
Human Resources

City of Aberdeen
2014 Budget

	2014 Budget	2013 Budget	2012 Actual
Source of Revenue			
Percent of General Government Revenues	0.9%	0.7%	0.7%
Uses of Funds			
Salaries & Wages	\$ 132,162	\$ 128,290	\$ 123,342
Personnel Benefits	49,539	28,232	26,623
Supplies	6,000	6,000	4,629
Other Services & Charges	11,110	5,500	5,078
Reallocated Cost	(82,790)	(72,850)	(69,281)
Capital Outlay	-	-	508
<i>Total Use of funds</i>	\$ 116,021	\$ 95,172	\$ 90,899

Narrative

General Department Overview

The Human Resources Department is responsible for a variety of functions related to the recruitment, development, training and retention of qualified City employees. The department responsibilities include complying with federal and state employment laws, benefit administration, payroll and personnel file maintenance, classification review, contract negotiation assistance and interpretation, administration of the CDL drug and alcohol testing program, coordination of safety claims, personnel committee, and the police and fire pension boards.

2013 Achievements

- Transitioned Medicare eligible LEOFF 1 retirees to Regence Medicare Advantage insurance program.
- Achieved AWC Well City Award and 2% insurance premium discount.
- Successful recruitments for a director position and multiple other vacancies as a result of retirements and employee turnover.
- Updated Civil Service Rules and Pension Board Policies.

2014 Objectives & Goals

- Implement union contract changes
- Review and recommend changes to the City Personnel Policies
- Enhance City's safety committee structure
- Achieve AWC's Well City Award and 2% insurance premium discount
- Proactively prepare for pending retirements of City personnel

2014 Budget Highlights

The 2014 budget maintains the ongoing needs of the department and proposes slight increases in training and, therefore, travel in order to maintain up-to-date on the ever changing landscape of the Human Resources environment. Federal Health Care reform presents ongoing questions and a need for information as we will continue to be affected by changes from the legislation and interpretation of the legislation. In addition, federal and state changes seemingly occur daily as we try to wade through what we refer to as the alphabet soup (ADA, DOSH, FMLA, FLSA, HIPAA, PPACA, USERRA etc.) of human resources.

FUND: 001
DEPT: 19

General Government
Facilities

City of Aberdeen
2014 Budget

	2014 Budget	2013 Budget	2012 Actual
Source of Revenue			
Percent of General Government Revenues	0.8%	0.8%	0.8%
Uses of Funds			
Supplies	\$ 5,000	\$ 13,000	\$ 4,023
Other Services & Charges	102,090	87,700	95,531
Capital Outlay	-	-	-
<i>Total Use of funds</i>	\$ 107,090	\$ 100,700	\$ 99,554

Narrative

General Department Overview

Provides for the general operation, maintenance, repairs, and janitorial services for City Hall. This fund also includes costs associated with the City wide email and internet services.

2013 Achievements

- Expanded the web site with more interactive pages and additional charges.
- Added a remote disaster back-up system for City networks.

2014 Objectives & Goals

Expand web site service with more information for the public to research. Update infrastructure network systems.

FUND: 001
DEPT: 21

General Government *City of Aberdeen*
Engineering *2014 Budget*

	2014 Budget	2013 Budget	2012 Actual
Source of Revenue			
Percent of General Government Revenues	2.5%	2.5%	29716149.0%
Uses of Funds			
Salaries & Wages	\$ 206,946	\$ 221,040	\$ 204,359
Personnel Benefits	94,580	78,070	72,111
Supplies	14,000	6,100	3,750
Other Services & Charges	12,950	12,450	8,814
Interfund Payments	6,300	7,200	8,127
Capital Outlay	-	-	-
<i>Total Use of funds</i>	\$ 334,776	\$ 324,860	\$ 297,161

Narrative

General Department Overview

This group provides engineering services and project administration for public works projects. It also provides public right of way permitting and development review, Mapping services, Archival management. Timber lands management.

2013 Achievements

Completed various street improvement projects including State Street , 1st Street and the Heron Wishkah projects. A timber sale was completed. The Transportation Benefit District workplan was prepared.

2014 Objectives & Goals

Implement the TBD work plan. Manage the capital improvement program.

2014 Budget Highlights

An increase in payroll is necessary to ensure an effective succession allowing for two months of training for a new technician. Hardware and software upgrades are necessary and being driven by the software industry's lack of support for present platforms effective in 2014.

FUND: 001
DEPT: 22

General Government
Building & Code
Enforcement

City of Aberdeen
2014 Budget

	2014 Budget	2013 Budget	2012 Actual
Source of Revenue			
Percent of General Government Revenues	2.5%	2.5%	2.4%
Uses of Funds			
Salaries & Wages	\$ 228,631	\$ 230,400	\$ 220,889
Personnel Benefits	92,696	88,450	80,514
Supplies	5,800	4,500	3,180
Other Services & Charges	7,580	8,850	7,822
Capital Outlay	-	-	-
Interfund Pmts for Services	4,000	2,500	2,231
<i>Total Use of funds</i>	\$ 338,707	\$ 334,700	\$ 314,636

Narrative

General Department Overview

The BUILDING AND CODE COMPLIANCE ENFORCEMENT DIVISION is responsible for reviewing construction plans for compliance with building, plumbing, mechanical, energy, and barrier-free design codes and ordinance. This division issues permits for new and remodeled commercial and residential structures, and performs inspections for structural, plumbing, and mechanical inspections for numerous city and private sector construction projects.

The CODE ENFORCEMENT DIVISION also responds to approximately 600 code enforcement complaints per year concerning public nuisance, including the condition of private property and inoperable vehicles located on City streets and private property; garbage, vegetation, and debris removed from private property and public right-of-ways.

2013 Achievements

Updated the permit computer system to be more efficient. Surpassed the estimated revenue budget by over 70%.

2014 Objectives & Goals

- Continue the administration of the building abatement program from fiscal year 2013.
- Maintain utilization of the nuisance abatement funds to remove public nuisance vegetation throughout the City.
- Continue computerized tracking system for nuisance abatement and permitting process.
- Continue to create an atmosphere that is conducive to building development, construction, and nuisance abatement control.

2014 Budget Highlights

Fluctuation of increased revenue from the prior year due to mainly the Stem building at Grays Harbor College, Wal Mart expansion, and kitchen remodel at Grays Harbor Community Hospital. Two retirements, one in late 2013 will mean a new hire for the position of Code Enforcement Officer replacing the Code Enforcement Manager. In early 2014 the retirement of the Building and Code Compliance Director will be replaced by a new hire as the title of Building Official.

FUND: 001
DEPT: 23

General Government
Community Development

City of Aberdeen
2014 Budget

	2014 Budget	2013 Budget	2012 Actual
Source of Revenue			
Percent of General Government Revenues	0.9%	1.0%	0.9%
Uses of Funds			
Salaries & Wages	\$ 69,090	\$ 68,970	\$ 64,530
Personnel Benefits	24,050	24,010	21,444
Supplies	4,000	4,000	1,559
Other Services & Charges	29,600	38,100	28,760
Capital Outlay	-	-	-
Interfund Charges for Services	-	-	-
<i>Total Use of funds</i>	\$ 126,740	\$ 135,080	\$ 116,293

Narrative

The COMMUNITY DEVELOPMENT DEPARTMENT processes land use permit actions involving conditional uses, variances, home occupation permits, rezones, subdivisions, short plats, boundary line adjustments, shoreline and environmental permits and commercial permissive use permits. This department also serves as Secretary to the Planning Commission, the Board of Adjustment, the Shoreline Hearings Board, the Good Neighbor's Revolving Loan Fund Committee, Historic Preservation Commission and the Lodging Tax Advisory Committee. This department also administers the Urban Development Action Grant (UDAG) fund, the Neighborhood Stabilization Program (NSP), the Community Development Block Grant (CDBG) and the Brownfield Redevelopment Fund. This department is also responsible for some of the preparation and submittal of grant and loan applications as well as helping oversee any environmental cleanup/redevelopment projects.

2014 Objectives and Goals

In 2014, this department will continue to work with the Planning Commission on updating the Zoning Code. This department will also be working heavily with the Historic Preservation Commission in applying for grants to begin work on creating a historic district for downtown. We will also be focusing additional effort in the downtown and exploring the Main Street approach as well as continued efforts in revitalization. This department will also be working directly with the Grays Harbor Historical Seaport Authority and helping to facilitate a master plan for the Seaport Landing Development. This department will be working closely with other departments in promoting the City in general. This department will also continue the process of updating the Shoreline Master Program for the City of Aberdeen. We anticipate that the update of Aberdeen's Shoreline Master Plan will be in 2015.

The COMMUNITY DEVELOPMENT DEPARTMENT is also involved in community based programs, such as the Greater Grays Harbor Inc., the Council of Governments, the Committee on .08 Funds, the Jobs Development Team, the Columbia Pacific Resource Conservation and Economic Development District.

FUND: 001
DEPT: 45

General Government
Police

City of Aberdeen
2014 Budget

	2014 Budget	2013 Budget	2012 Actual
Source of Revenue			
Percent of General Government Revenues	36.4%	37.1%	36.9%
Uses of Funds			
Salaries & Wages	\$ 3,354,451	\$ 3,368,044	\$ 3,251,754
Personnel Benefits	1,136,310	1,138,954	1,102,240
Supplies	62,500	66,200	29,526
Other Services & Charges	390,353	372,500	342,741
Intergovernmental Services	-	-	-
Capital Outlay	-	-	-
Interfund Payments	-	-	132,000
<i>Total Use of funds</i>	\$ 4,943,614	\$ 4,945,698	\$ 4,858,261

Narrative

Patrol

The Patrol Division, led by a Captain, consists of 27 uniformed officers and is responsible for the initial response to citizens' request for police services. Patrol Officers are always the first to respond to most calls for help. In 2014 it is estimated your Officers will answer more than 27,000 calls from citizens. These calls will range from minor issues to very dangerous, life-threatening calls for help.

When patrol officers arrive at their 'call', their job is to investigate the complaint, arrest offenders, and if required complete reports for prosecution. "Routine patrol" for patrol officers includes;

- Providing traffic enforcement
- Investigating vehicle crashes
- Protection of persons and property
- Serving felony and misdemeanor warrants
- Subpoenas and restraining orders
- Appearing in Municipal, District, Juvenile and Superior courts
- Maintaining our jail and providing a safe environment for confined persons
- Providing public education
- Animal control
- Parking enforcement
- Community care taking
- Wide variety of non-criminal related matters

and many other services to our community. For the ninth straight year we have been awarded a STOP Domestic Violence Grant used to fund our specialized domestic assault response team (DART) and a witness/victim coordinator for our prosecutor's office. In 2014, a COPS CHRP grant for \$582,934, received in 2011, was scheduled to expire. Fortunately we were able to get an extension and our grant will continue to fund two Police Officers through 2014 saving the city \$176,450. We have been very fortunate the last

Narrative Continued

few years in the 'grant world' and will continue applying for grants and funding as it becomes available, and hopefully we will continue to be successful. In 2013, we have been emphasizing efforts in our downtown core, with trespassing, camping in vehicles enforcement and directed patrol.

Investigations

The investigations Division is led by a Captain. His team consists of one Sergeant and four Detectives. One detective is assigned to the Grays Harbor County Drug Task Force. The Investigations Divisions primary job is the investigation of felony cases. A detective assigned to a felony case investigation collects and processes evidence, locates and interviews witnesses and interrogates suspects. Once the case investigation is completed, they will organize all of the reports and submit it to the Grays Harbor County Prosecutors Office, who will then officially file a felony charge against the suspect. Throughout the prosecution process the assigned Detective assists the prosecutor's office in preparing these cases for presentation in court. The entire procedure is very labor intensive and shortcuts are not allowed. In 2014, it is estimated Detectives will investigate more than 800 felony cases including property crimes, frauds, felony assaults, burglaries, vehicle thefts, sex crimes and homicides. The paperwork generated in just one criminal case is mind boggling, so you can imagine the work that will go in to 800 cases. A vacant Investigations Police Services Clerk position has been empty since 2008, but we are fortunate enough to have the services of a half-time clerk hired through Express Personnel Services. She has been a tremendous help maintaining the enormous volume of reports and investigative data generated by our Detectives. We are pleased that for the 22nd straight year the Aberdeen Police Department was selected to receive combined Department of Justice and Washington State Drug Task Force (DTF) grant funding. Though the funds provided are much less than previous years, the dollars still help support two Aberdeen positions on the Grays Harbor County Narcotics Drug Task Force (DTF). The DTF continues to aggressively interdict the flow of drugs into Aberdeen and the surrounding communities.

Records

As I have said many times before, our Records Specialists do an amazing job. There are literally 'volumes' of data generated in a police agency, and if you add the huge number of new, weekly issued, municipal court warrants and subpoenas the work load is well beyond words, yet they continue do it without complaint. Reports, court orders, citations and every written or computer generated document, report, citation, letter, or form completed by our officers has to be entered in our records system. Warrants have the additional requirement of being entered in the State system adding additional steps in that process. Throughout the normal workday your records staff will process numerous requests for public disclosure information, concealed pistol permits, firearms dealer permits, taxi permits and other requests from citizens. Records staff will talk to over 200 people per day or about 49,800 per year. You can see that this 3 person staff is extremely busy and we are very blessed to have them. Recently we changed the lobby hours, closing an hour early to allow for the records staff to have uninterrupted time to do data entry to help with the backlog of paper.

FUND: 001
DEPT: 46

General Government
Care/Custody of Prisoners

City of Aberdeen
2014 Budget

	2014 Budget	2013 Budget	2012 Actual
Source of Revenue			
Percent of General Government Revenues	3.4%	3.4%	2.5%
Uses of Funds			
Salaries & Wages	\$ 263,454	\$ 260,367	\$ 186,703
Personnel Benefits	129,061	125,524	81,812
Supplies	59,000	57,500	59,389
Other Services & Charges	10,750	10,675	3,681
Intergovernmental Services	5,000	5,000	-
Capital Outlay	-	-	-
Interfund Payments	-	-	-
<i>Total Use of funds</i>	\$ 467,265	\$ 459,066	\$ 331,585

Narrative

The Aberdeen City Jail is classified as a 30 day holding facility. Our jail staff operates a 24/7 jail facility, with an average daily population of 22 prisoners. Our jail has 18 beds which require that some inmates sleep on mattresses on the floor. Inmates sentenced to longer than 30 days are sent to Forks City Jail after serving their initial 30 days in our facility.

Our corrections staff is currently authorized at 5 Corrections Officers. The Department of Justice grants that paid salaries and benefits for 6 Corrections Officers ended in 2011 and those costs now come out of the General Fund. We have also observed during 2013 that the number of inmates with mental health issues has increased dramatically. We attribute this to the budget reductions made by the State of Washington in mental health care, shifting those responsibilities to individual communities. Six corrections officers considerably reduced overtime cost that we had experienced prior to the grant and also increased the safety of our jail facility for the staff and inmates. The sixth correction officer also allowed us to have innovative alternative to incarceration. At some point in time we may be again asking for a sixth Corrections Officers position.

FUND: 001
DEPT: 48

General Government
Fire

City of Aberdeen
2014 Budget

	2014 Budget	2013 Budget	2012 Actual
Source of Revenue			
Percent of General Government Revenues	13.1%	13.2%	12.9%
Uses of Funds			
Salaries & Wages	\$ 1,195,822	\$ 1,157,288	\$ 1,105,852
Personnel Benefits	377,185	396,811	379,704
Supplies	45,600	39,950	34,522
Other Services & Charges	161,000	160,550	138,839
Capital Outlay	-	-	-
Interfund Payments	-	-	35,000
<i>Total Use of funds</i>	\$ 1,779,607	\$ 1,754,599	\$ 1,693,917

Narrative

General Department Overview

The Fire Department is comprised of 33 uniformed members, a Fire Chief, Assistant Chief, Administrative Coordinator, and EMS Accounts Specialist. A portion of the administrative staff and 12 uniformed members are budgeted to the General Fund. In addition to fire suppression, the department provides fire prevention, code enforcement, public education, and emergency medical service to the citizens of Aberdeen and contracted jurisdictions outside the city limits.

2013 Achievements

The Grays Harbor Historical Seaport Authority and the fire department entered into an agreement allowing the department to utilize a portion of the Seaport Landing site for fire ground training. The site provides our personnel with the ability to perform live fire training including apparatus operations, hose evolutions, forcible entry, and rescue techniques. In addition, all department personnel completed a two year process to obtain their IFSAC Firefighter I and II certifications.

The department was awarded funds in 2013 from the 2012 Assistance to Firefighters Grant. The grant provided funds to purchase firefighter turnout gear for 24 personnel. This will result in considerable savings for the City of Aberdeen and provide increased safety for our personnel.

2014 Objectives & Goals

The department will strive to meet the needs of the citizens we protect while remaining fiscally responsible. We will continue to provide our personnel with the training and equipment necessary to provide the progressive fire suppression, prevention, and educational services they have come to depend on.

2014 Budget Highlights

The fire budget will see an increase of 1.43% in 2014. The fire department is a service organization whose primary resource is personnel. As such, the budget increase is primarily due to increases in the salaries and benefits of the personnel assigned to this fund. The increase is also attributed to the cost of maintaining and operating our aging fire apparatus and facilities. The department is dedicated to controlling these costs through preventative maintenance. Most line item expenses have been carried over without change from the previous year.

FUND: 001
DEPT: 49

General Government
911 Call Center

City of Aberdeen
2014 Budget

	2014 Budget	2013 Budget	2012 Actual
Source of Revenue			
Percent of General Government Revenues	1.5%	1.3%	0.8%
Uses of Funds			
Intergov'n't Emergency 911 Call Center	\$ 201,463	\$ 167,000	\$ 95,856
Intergov'n't telephonic warning	3,800	3,800	3,392
Intergov'n't Emergency Management	-	3,400	-
<i>Total Use of funds</i>	\$ 205,263	\$ 174,200	\$ 99,248

Narrative

This Division accounts for the service fee paid to the Grays Harbor 911 Call Center. The City is also part of an intergovernmental allocation for emergency management services and the telephonic phone system that is administered by Grays Harbor County.

	2014 Budget	2013 Budget	2012 Actual
Source of Funds			
Beginning Cash Balance	\$ -	\$ -	\$ -
Transfer from General Government	83,500	79,900	76,200
Miscellaneous	-	-	3.00
<i>Total Source of Funds</i>	\$ 83,500	\$ 79,900	\$ 76,203
Uses of Funds			
Salaries	\$ -	\$ -	\$ -
Supplies	3,900	3,900	3,221
Other Services & Charges	79,600	76,000	70,468
Intergov't Services-Timberland Contract	-	-	-
Capital Outlay	-	-	-
Ending Cash Balance	-	-	-
<i>Total Use of funds</i>	\$ 83,500	\$ 79,900	\$ 73,689

Narrative

The City of Aberdeen is annexed to the Timberland Regional Library (TRL) Intercounty Rural Library District for the sole purpose of collecting the library's levy rate directly from Aberdeen property owners. The voter approved tax replaced the City's Intergov't Regional Contract with TRL beginning in 2009.

The City is the owner of the library facility and site including the landscape and parking areas. The City continues to be responsible for the maintenance and operation of the library from which service is provided by TRL.

The 2014 library budget reflects the maintenance and operation of the library and support for the City appointed Library Board. The library budget includes fees for insurance on the facility and site, janitorial and landscape services, electricity, monitoring services for the fire alarm and elevator, and maintenance services for the fire alarm, elevator, and HVAC system.

The 2014 proposed special project is the cleaning and weatherproofing of the exterior brick walls. This project is completed every five years.

	2014 Budget	2013 Budget	2012 Actual
Source of Funds			
Beginning Cash Balance	\$ 20,000	\$ 25,000	\$ -
Charges for Services	34,000	34,000	29,972
Transfer from Current Expense Fund (001)	970,000	945,490	887,450
Transfer from Morrison Park (107)	11,000	11,000	11,000
Transfer from Community Center (128)	2,500	2,500	2,500
Miscellaneous	200	500	18,251
<i>Total Source of Funds</i>	\$ 1,037,700	\$ 1,018,490	\$ 949,173
Uses of Funds			
Salaries & Wages	\$ 526,930	\$ 508,970	\$ 501,754
Personnel Benefits	174,644	146,220	158,140
Supplies	117,250	117,250	107,508
Other Services & Charges	100,791	96,450	96,261
Intergovtl Serv/Taxes	21,000	62,000	6,065
Reallocated Costs	10,830	10,100	10,226
Capital Outlay	3,500	2,500	26,138
Interfund - Equipment Rental	60,000	50,000	75,072
Ending Cash Balance	22,755	25,000	-
<i>Total Use of funds</i>	\$ 1,037,700	\$ 1,018,490	\$ 981,164

Narrative

General Department Overview

The Aberdeen Parks & Recreation Department is a full service agency that is responsible for the administration, development, and maintenance of over 240 acres of developed park land and beautification grounds within our city. Of which, 140 acres are considered high use. We also provide over 65 organized recreation programs for our constituents of all ages. The department is staffed by 5 full time employees, and supplemented by a part time staff of over 40, working as recreation leaders and supervisors, umpires, scorekeepers, instructors, and maintenance crews.

2013 Achievements

In addition to our daily maintenance in the parks, our maintenance crew worked on two major drainage projects this year, one at the Bishop Complex and one in Pioneer Park. We installed an outfield fence at the Pioneer Park slowpitch fields #1 and #2. We leveled areas at Sam Benn Park and continued to fill and level Herbig Park while also working on a soccer practice area at the Bishop Complex

Most of our recreation programs are organized and funded through Fund 132, however, we continue to coordinate and organize recreation programs and outside user groups access to our facilities through fund 102.

Narrative Continued**2014 Objectives & Goals**

Our main priority for 2014 will be the Phase 2 restoration of Sam Benn Park. This project will repair cracks and install a new coating over the tennis courts, create a new bulkhead to support the tennis courts, build ADA sidewalks to the tennis courts, build a sitting/viewing area adjacent to the tennis courts as well as a sitting area below the tennis courts. A secondary project at Sam Benn Park will be to improve parking and replace the trees and sidewalks along the "Memorial Walk".

2014 Budget Highlights

In 2014, the Parks Department is requesting the restoration of one of the Parks Maintenance positions that were cut in 2001. This Maintenance I position will be positioned at a range 13.

In December of 2000, the Mayor and City Council authorized the Parks Department to hire (2) additional full-time maintenance workers to begin work in 2001. This authorization had a direct correlation to the building of the Bishop Athletic Complex. It raised our maintenance staff from 2 full-time employees to 4 full-time employees. (Compared to 1980, we had 5 full-time maintenance employees) Unfortunately, 2001 was a very bad year for the City of Aberdeen and the Parks Department did not fill those positions (one was hired but then subsequently laid off). Since the end of 2001, the Parks Department has operated with a full-time maintenance staff of two employees and a variable hour (seasonal) staff that averages 13,500 hours per year. (Our seasonal staff works in the parks, ball fields, log pavilion and at recreation events 7 days a week, including most holidays.)

Since 1980, the City has added the Morrison Riverfront Park, the Bishop Athletic Complex, Bishop Batting Cage building maintenance, Community Center/Museum maintenance, the entrance areas to our city, NHS park, the East Aberdeen Trail, the Basich Trailway, the Chehalis River Walkway, and the Sky Sweeps. We have added 78 highly maintained acres while cutting 3 full-time employees. So, in essence, we have more than doubled our maintenance duties, while at the same time, cutting our employees by 60%. There are several times each year, that as a result of illness/vacations/trainings, we do not have any full-time maintenance workers available. We have now added the Weatherwax sculpture to our inventory as well as a new landscaped area behind WalMart.

	2014 Budget	2013 Budget	2012 Actual
Source of Funds			
Beginning Cash Balance	\$ -	\$ -	\$ -
Motor Vehicle Tax	344,000	358,000	343,269
Grant	50,000	-	7,651
Intergovernmental Revenues	474,790	496,000	511,598
Charges for Services	20,500	20,500	29,651
Miscellaneous	7,500	50,000	2,863
Transfer from 405	-	20,000	-
Transfer from General Government	1,073,010	1,008,850	965,500
<i>Total Source of Funds</i>	\$ 1,969,800	\$ 1,953,350	\$ 1,860,532
Uses of Funds			
Salaries & Wages	\$ 806,800	\$ 849,570	\$ 752,738
Personnel Benefits	394,160	402,510	314,688
Supplies	168,840	134,400	195,606
Other Services & Charges	365,680	361,120	385,303
Intergovtl Serv/Taxes	-	-	-
Reallocated Costs	21,660	26,300	28,749
Transfer Out - 209	-	-	24,000
Capital Outlay	26,050	44,000	73,523
Interfund - Equipment Rental	212,550	135,450	160,193
Ending Cash Balance	-	-	-
<i>Total Use of funds</i>	\$ 1,995,740	\$ 1,953,350	\$ 1,934,800

Narrative

General Department Overview

The street division is responsible for maintenance and operation of the public infrastructure. This includes streets, alleys, ditches, culverts, levees, bridges, city owned street lights and traffic signs. This group responds to right of way spills and general constituent concerns and complaints. This group has effectively integrated management of the cities Phase II Stormwater permit. The street division is utilized City wide as a skilled construction team.

The street division maintains over 98 miles of roads. Maintains over 20 miles of ditch, several miles of culvert pipes and almost 5 miles of dike.

2013 Achievements

The construction of approximately 50 wheel chair ramps. Exemplary participation in the local community art work project completed in June this year. The approval from the DOE for the 5 year Phase II storm water permit.

2014 Objectives & Goals

To refine construction practices including paving and wheel chair ramps. Implement the early stages of traffic and street sign upgrades. Increase the street sweeping effort and effectiveness.

2014 Budget Highlights

Increase electricity costs. An increase in payroll is necessary to ensure an effective succession allowing for training of the new electrician.

	2014 Budget	2013 Budget	2012 Actual
Source of Funds			
Beginning Cash Balance	\$ -	\$ -	
Grants	743,000		18,750
Department of Transportation	450,000	1,408,000	407,286
Chehalis Basin Flood Authority	450,000		
Investment Interest & Misc.	-	100,000	25,423
Transfer in - 399	50,000	40,000	36,858
<i>Total Source of Funds</i>	\$ 1,693,000	\$ 1,548,000	\$ 488,317
Uses of Funds			
Capital Outlay	\$ 1,693,000	\$ 1,548,000	\$ 532,316
Ending Cash Balance	-	-	-
<i>Total Use of funds</i>	\$ 1,693,000	\$ 1,548,000	\$ 532,316

Narrative

General Department Overview

This fund has somewhat evolved to an account for grant funded transportation and related capital projects administered by public works. Originally, the fund was set up to account for 1/2 –cent State Gas Tax allocation which was discontinued in 2005. Since 2007, revenue from the Real Estate Excise Tax (through Fund 399) and State grants have been used to finance this fund.

2014 Budget Highlights

The city will be receiving a grant in 2014 for approximately \$750,000 to partially fund the ADA compliance transition plan. Local match of nearly \$100,000 will be required. A portion of that will be funded through a \$50,000 transfer from fund 399. The Chehalis River Bridge lighting and multiple Chehalis river flood authority projects will be administered through this fund.

	2014 Budget	2013 Budget	2012 Actual
Source of Funds			
Beginning Cash Balance	\$ 6,239	\$ 6,500	\$ -
Motor Vehicle Tax (6.92%)	1,200	1,200	1,448
Transfer from General Government	-	-	-
Investment Interest	-	-	-
<i>Total Source of Funds</i>	\$ 7,439	\$ 7,700	\$ 1,448
Uses of Funds			
Capital Improvements	\$ 7,000	\$ 3,000	\$ -
Transfers to Morrison Park Fund	-	-	-
Ending Cash Balance	439	4,700	-
<i>Total Use of funds</i>	\$ 7,439	\$ 7,700	\$ -

Narrative

General Department Overview

The Paths & Trails Fund was established by RCW 47.30.050 and it is restricted to, and only for, the use of paths and trails and must be expended within four years of receipt. In previous years, monies from this fund have helped to develop the South Aberdeen Trail, Chehalis River and Morrison Riverfront Park Trails.

2013 Achievements

We placed informational signs along the Chehalis River Walkway.

2014 Objectives & Goals

We will be building accessible ramps to access the Chehalis River Walkway.

	2014 Budget	2013 Budget	2012 Actual
Source of Funds			
Beginning Cash Balance	\$ 10,348	\$ 12,046	\$ -
Interest & Other Misc. Revenue	30	10	110
Pavilion Rent	35,000	35,000	40,150
<i>Total Source of Funds</i>	\$ 45,378	\$ 47,056	\$ 40,260
Uses of Funds			
Pavilion Operations & Building Improvements	\$ 27,250	\$ 29,116	\$ 28,473
Park Maintenance	-	-	-
Transfer to Parks Fund	11,000	11,000	11,000
Ending Cash Balance	7,128	6,940	
<i>Total Use of funds</i>	\$ 45,378	\$ 47,056	\$ 39,473

Narrative

General Department Overview

The Morrison Riverfront Park Fund was established as a capital construction fund for revenues received from grants, leases, donations, and other sources to help finance the construction and development of this park. We also operate the Log Pavilion and its reserves out of this fund.

2013 Achievements

We average 200 events a year.

2014 Objectives & Goals

We have no major repairs planned for 2014.

	2014 Budget	2013 Budget	2012 Actual
Source of Funds			
Beginning Cash Balance	\$ 550,000	\$ 540,000	\$ -
Investment Interest	-	-	329
Insurance Recoveries	-	-	7,539
Transfer	209,500	26,500	74,000
<i>Total Source of Funds</i>	\$ 759,500	\$ 566,500	\$ 81,868
Uses of Funds			
Claims & Judgments	\$ -	\$ -	\$ -
Professional Services	26,500	26,500	34,608
Ending Cash Balance	733,000	540,000	-
<i>Total Use of funds</i>	\$ 759,500	\$ 566,500	\$ 34,608

Narrative

The Insurance Reserve Fund pays for claims, judgments, investigation, administration, and litigation expenses not covered by insurance.

In January 1, 1985 the City of Aberdeen joined the Washington Cities Insurance Authority for the purpose of self insuring the city's liability exposure.

During the 2008 budget process a reserve for Police and Fire Pension long term care was established. In accordance with budget policy, the balance of the unspent long term care appropriations will be transferred into this reserve annually. As of December 31, 2012 the balance in this reserve was \$602,800, and is estimated to be \$985,600 by the end of 2014.

2014 Budget Highlights

During 2013, an alternate healthcare plan was selected for pensioners over age 65. The premium cost savings generated from this change are to be transferred to the long term care reserve at the end of 2013 and also in 2014.

	2014 Budget	2013 Budget	2012 Actual
Source of Funds			
Beginning Cash Balance	\$ 186,000	\$ 186,000	\$ -
Intergovernmental Revenues	126,835	104,600	97,258
EMS Availability Fee	1,877,614	1,877,850	1,578,808
Ambulance/EMS Aid Fees	1,170,000	1,150,000	1,298,494
Investment Interest/Misc.	-	-	390
Transfer from General Fund:	-	-	53,000
<i>Total Source of Funds</i>	\$ 3,360,449	\$ 3,318,450	\$ 3,027,950
Uses of Funds			
Salaries & Wages	\$2,074,842	\$2,019,683	\$2,003,492
Personnel Benefits	721,895	719,567	706,820
Supplies	85,000	88,000	74,218
Other Services & Charges	182,000	176,100	125,282
Reallocated Costs	53,960	50,350	50,295
Capital Outlay	-	-	-
Transfer Out for 911 Dispatch	36,263	28,750	16,500
Interfund- Equipment Rental Reserve	50,000	50,000	50,000
Ending Cash Balance	156,489	186,000	-
<i>Total Use of funds</i>	\$ 3,360,449	\$ 3,318,450	\$ 3,026,607

Narrative

General Department Overview

The fire department, in addition to fire suppression, provides emergency medical care and transport of the sick and injured to the citizens of Aberdeen and contracted jurisdictions outside the city limits. The department's 33 line personnel are all certified as Washington State Emergency Medical Technicians. In addition, 21 personnel possess the advanced certification of Paramedic which allows them to initiate intravenous access, administer medications, and perform advanced airway management procedures in the pre-hospital setting. A portion of the administrative staff and 21 uniformed members are allocated to this fund. The 120 fund supports 65.6% of the total fire department budget.

2013 Achievements

Commensurate with other fire departments across the United States, 80% of the Aberdeen Fire Department's call volume is in response to medical calls. The department continues to see an increase in the number of medical responses each year and continuously adjusts its operational practices to meet the increased demand. As part of the department's vehicle replacement program, the department took delivery of a 2013 Dodge Type I ambulance in September which replaced a 2001 Ford ambulance with over 200,000 miles of service.

2014 Objectives & Goals

We will continue to offer progressive medical care to our customers by providing compassionate personnel equipped and trained in the latest medical techniques and methodologies.

2014 Budget Highlights

The emergency services budget will see an increase of 1.27% in 2014. The increase is due primarily to increases in the salaries and benefits of the personnel assigned to the fund. The increase is also attributed to the increased cost of operating and maintaining the ambulance fleet and the purchase of medical supplies and equipment. We intend to allocate funds to the ERR fund for future ambulance replacement but do not intend to purchase an ambulance in 2014. Most line item expenses have been carried over without change from the previous year.

	2014 Budget	2013 Budget	2012 Actual
Source of Funds			
Beginning Cash Balance	\$ -	\$ -	\$ -
License fees	1,000	1,000	1,182
Intergovernmental Revenues	3,800	3,800	3,262
Shelter Fees/Court Fines	5,500	5,200	9,047
Transfer from General Fund	128,944	129,660	123,381
Interest Income/Donations/Misc.	-	-	602
<i>Total Source of Funds</i>	\$ 139,244	\$ 139,660	\$ 137,474
Uses of Funds			
Salaries & Wages	\$ 77,692	\$ 77,500	\$ 76,332
Personnel Benefits	33,117	40,060	28,554
Supplies	3,500	3,500	3,585
Other Services & Charges	20,600	14,550	8,486
Capital Outlay	-	-	-
Reallocated Costs	4,335	4,050	4,091
Ending Cash Balance	-	-	-
<i>Total Use of funds</i>	\$ 139,244	\$ 139,660	\$ 121,048

Narrative

The Police Department's Patrol Captain manages Animal Control. Animal Control is staffed by one full time Animal Control Officer and one half time Animal Control Custodian. Together they provide services such as apprehension, enforcement, transportation, custody, licensing, care, release/and or disposition of animals referred to the agency by complaint or investigation. The Animal Control Officer also conducts inspections of commercial animal dealers, and refers wild animals to other agencies.

Since 2009, the City has contracted to provide animal control services to the City of Westport. These services are expected to generate \$3,800 in 2014.

FUND: 122**Downtown Parking Enforcement***City of Aberdeen
2014 Budget*

	2014 Budget	2013 Budget	2012 Actual
Source of Funds			
Beginning Cash Balance	\$ -	\$ -	\$ -
Parking Infraction Fees	10,000	10,000	11,213
Business Improvement District Assessment	6,000	6,000	9,220
Interest Income	-	-	10
Transfer from General Fund	53,220	53,070	57,439
<i>Total Source of Funds</i>	\$ 69,220	\$ 69,070	\$ 77,882
Uses of Funds			
Salaries & Wages	\$ 46,200	\$ 46,090	\$ 44,420
Personnel Benefits	18,350	18,455	16,557
Supplies	500	500	255
Reallocated Costs	2,170	2,025	2,045
Business Improvement District	2,000	2,000	74
Ending Cash Balance	-	-	-
<i>Total Use of funds</i>	\$ 69,220	\$ 69,070	\$ 63,351

Narrative

One Parking Enforcement Officer patrols the city streets, enforcing parking violations and responding to parking complaints throughout our city.

FUND: 123**Police Canine Program***City of Aberdeen
2014 Budget*

	2014 Budget	2013 Budget	2012 Actual
Source of Funds			
Beginning Cash Balance	\$ 1,000	\$ 5,000	\$ -
Donations	15,000	15,000	50,224.00
Transfer from Current Expense Fund (001)	5,655	5,620	-
Interest Income	-	-	-
<i>Total Source of Funds</i>	\$ 21,655	\$ 25,620	\$ 50,224
Uses of Funds			
Salaries & Wages	\$ 8,000	\$ 8,000	\$ 8,813
Personnel Benefits	3,270	2,970	2,917
Supplies	900	900	616
Other Services & Charges	9,485	13,750	39,061
Ending Cash Balance	-	-	-
<i>Total Use of funds</i>	\$ 21,655	\$ 25,620	\$ 51,407

Narrative

In 2009, Fund 123 was created to separately account for the Canine Unit. The Department obtained private funding to ensure stability of the Canine Program. This funding will provide for maintenance of the canine vehicle and ongoing care and maintenance of the dog. Officer specialty pay as it relates to the care of the animal is included in this Fund.

	2014 Budget	2013 Budget	2012 Actual
Source of Funds			
Beginning Cash Balance	\$ 7,685	\$ 6,713	\$ -
Transfer from General Fund	23,000	23,000	26,600
Investment Interest & Donations	-	-	-
<i>Total Source of Funds</i>	\$ 30,685	\$ 29,713	\$ 26,600
Uses of Funds			
Supplies	\$ 500	\$ 500	\$ 397
Other Services & Charges	25,500	23,600	21,363
Ending Cash Balance	4,685	5,613	-
<i>Total Use of funds</i>	\$ 30,685	\$ 29,713	\$ 21,760

Narrative

The City provides \$23,000 towards the operations of the Museum, as well as some phone and heating expenses.

	2014 Budget	2013 Budget	2012 Actual
Source of Funds			
Beginning Cash Balance	\$ 53,981	\$ 45,209	\$ -
Grants & Loans	-		328,048
Rent, Lease & Interest Income	103,600	103,600	103,555
<i>Total Source of Funds</i>	\$ 157,581	\$ 148,809	\$ 431,603
Uses of Funds			
Supplies	\$ 200.00	\$ 200.00	\$ -
Other Services & Charges	86,880	78,780	61,054
Debt Service	26,138	30,500	24,000
Transfer to Parks Fund (102)	2,500	2,500	2,500
Improvements	-	-	378,048
Ending Cash Balance	41,863	36,829	-
<i>Total Use of funds</i>	\$ 157,581	\$ 148,809	\$ 465,602

Narrative

General Department Overview

The Community Service Center budget reflects the maintenance and operation of the Community Center Building, Annex Building and parking lots. The building serves the following agencies and groups:

- Coastal Community Action Program
- Aberdeen Museum
- Aberdeen Senior Citizens Center
- Aberdeen Food Bank

Rents from these organizations enable this fund to be self-supporting as well as to help modernize the facility.

FUND: 132**Recreational Sports
Programs***City of Aberdeen
2014 Budget*

	2014 Budget	2013 Budget	2012 Actual
Source of Funds			
Beginning Cash Balance	\$ 180,868	\$ 159,902	\$ -
Program Fees	55,100	62,743	57,984
Investment Income & Misc.	10,390	14,729	15,820
Transfers In	30,000	22,000	23,000
<i>Total Source of Funds</i>	\$ 276,358	\$ 259,374	\$ 96,804
Uses of Funds			
Program Costs	\$ 114,068	\$ 141,151	\$ 95,552
Capital Outlay	24,000	-	-
Ending Cash Balance	138,290	118,223	-
<i>Total Use of funds</i>	\$ 276,358	\$ 259,374	\$ 95,552

Narrative**General Department Overview**

The Parks & Recreation Department established this fund in October of 1993, by request of the State Auditors, to provide a means of financial control over the many recreational sports programs administered.

This fund contains over fifty individual and sub-programs that cover all of our youth and adult recreational programs. These programs serve over 15,000 participants each year.

Team or individual participant fees are collected at the beginning of each program and then are distributed as services are rendered.

2014 Objectives & Goals

We will be constructing sideline fences for Pioneer Park slowpitch fields #1 and #2 out of this fund in 2014.

2014 Budget Highlights

We will transfer \$24,000 from fund 132 to the construction fund 320 for the fence project. This money will come from the Men's and Women's Slowpitch and CoEd Slowpitch programs.

	2014 Budget	2013 Budget	2012 Actual
Source of Funds			
Beginning Cash Balance	\$ 275,000	\$ 112,000	\$ -
Forfeiture Income	-	-	2,312
Grants & Intergovernmental Revenue	135,800	217,200	222,234
Investment Income/Misc./Firing Range	18,000	18,000	16,294
<i>Total Source of Funds</i>	\$ 428,800	\$ 347,200	\$ 240,840
Uses of Funds			
Drug Forfeitures	\$ -	\$ 90,000	\$ 11,090
Firing Range	35,500	40,000	18,623
Drug Task Force	135,800	217,200	216,989
Ending Cash Balance	257,500	-	-
<i>Total Use of funds</i>	\$ 428,800	\$ 347,200	\$ 246,702

Narrative

The use of the Drug Enforcement Fund comes from three sources of dedicated revenues.

- Drug related asset forfeitures and court ordered payments from persons convicted of drug trafficking offenses.
- Federal /State aid to the countywide Drug Task Force.
- Revenue from outside law enforcement agencies for use of the Police Department Firearms Range.

2014 Budget Highlights

Revenue from State and Federal sources for the Drug Task Force, continue to decline. The joint agencies (Hoquiam, GH County and Aberdeen) remain committed to the Task Force operations, and supplement operations with General Fund revenue.

	2014 Budget	2013 Budget	2012 Actual
Source of Funds			
Beginning Cash Balance	\$ 30,000	\$ 30,000	\$ -
Taxes	51,900	50,000	361,916
Investment Interest			-
Transfer In			
<i>Total Source of Funds</i>	\$ 81,900	\$ 80,000	\$ 361,916
Uses of Funds			
Debt Service - Principal	\$ 70,700	\$ 67,100	\$ 410,131
Debt Service - Interest	10,200	11,600	20,287
Other Services & Charges	1,000	1,300	3,600
Ending Cash Balance			
<i>Total Use of funds</i>	\$ 81,900	\$ 80,000	\$ 434,018

Narrative

The 2001 Fire/Refund Bond Redemption Fund services the debt on General Obligation (property tax supported) bonds.

The original debt of \$4,325,000 was a combination of voter approved (in 2000) issuance of \$1,100,000 of General Obligation bonds for the purpose of purchasing two fire trucks; and \$3,225,000 for the retirement of the Fry Creek/Southside Dike Bond Fund (Fund 202) and the 1993A Southside Dike and Aberdeen Fire Station Bond Fund (Fund 203) maturing after 2003.

The remaining \$3,225,000 was used to retire the Fry Creek/Southside Dike Bond Fund (Fund 202) and the 1993A Southside Dike and Aberdeen Fire Station Bond Fund (Fund 203) maturing after 2003.

As of December 31, 2013, the principal value of the outstanding bonds are \$ 512,387.

	2014 Budget	2013 Budget	2012 Actual
Source of Funds			
Beginning Cash Balance	\$ 185,000	\$ 188,000	\$ -
Charges for Services	75	150	
Investment Interest	-	200	121
Downtown Facade Improvement Program	4,500	3,000	-
<i>Total Source of Funds</i>	\$ 189,575	\$ 191,350	\$ 121
Uses of Funds			
Low Interest Loan Program	\$ 15,000	\$ 15,000	\$ -
Ending Cash Balance	174,575	176,350	-
<i>Total Use of funds</i>	\$ 189,575	\$ 191,350	\$ -

Narrative

The Urban Development Action Grant (UDAG) Fund was originally a capital construction fund for the Boone/Huntley Street improvements. Revenues came from a \$500,000 HUD grant and a \$100,000 loan from the Department of Commerce and Economic Development. The funds are being used as a revolving loan fund to aid in economic development projects.

The Downtown Facade Improvement Program was designed to assist downtown businesses in exterior building improvements. UDAG money has been used in the form of low interest loans not to exceed \$5,000 per business.

	2014 Budget	2013 Budget	2012 Actual
Source of Funds			
Beginning Cash Balance	\$ -	\$ -	\$ -
Hotel/Motel Tax	60,000	60,000	59,455
Investment Interest	100	-	50
Donations/Loan Payments			
<i>Total Source of Funds</i>	\$ 60,100	\$ 60,000	\$ 59,505
Uses of Funds			
Community Projects	\$ 30,100	\$ 38,000	\$ 44,756
Transfer to Recreational Program Fund (132)	30,000	22,000	\$ 23,000
Ending Cash Balance	-	-	
<i>Total Use of funds</i>	\$ 60,100	\$ 60,000	\$ 67,756

Narrative

The Hotel/Motel Fund was created in 1974 by Ordinance No. 5162. This fund can only be used for designated purposes, as outline in the State RCW's. Currently the funds are to be used for projects that promote tourism. The City has a Hotel/Motel Board that reviews formal applications for funding to determine compliance with the laws & regulations. Recomendations for funding are made for City Council approval.

	2014 Budget	2013 Budget	2012 Actual
Source of Funds			
Beginning Cash Balance	\$ -	\$ -	\$ -
Byrne Justice Assistance	-	-	-
Dept. of Justice COPS Grant	176,100	164,300	92,523
Investment Interest	-	-	-
Transfer from General Fund	-	-	125,900
<i>Total Source of Funds</i>	\$ 176,100	\$ 164,300	\$ 218,423
Uses of Funds			
Salaries & Wages	\$ 133,200	\$ 120,785	\$ 178,550
Benefits Budget	42,900	43,515	80,529
Supplies/Equipment	-	-	-
Ending Cash Balance	-	-	-
<i>Total Use of funds</i>	\$ 176,100	\$ 164,300	\$ 259,079

Narrative

This fund was established to separately account for receipts from the Department of Justice for Federal Grant programs.

The amount budgeted in 2012 represents the costs of salary & benefit for the two additional Correction Officers. The grant paid for two new positions for two years with the restriction that the City fund these positions in the third year. The City completed the required third year funding during 2012.

The City secured a Department of Justice COPS grant in 2011. The Grant pays for two patrol officers salary and benefits for three years. Drawdowns did not begin on this grant until January of 2012. The grant continues through 2015.

	2014 Budget	2013 Budget	2012 Actual
Source of Funds			
Beginning Cash Balance	\$ 224,000	\$ 360,000	\$ -
Abatement Charges	1,000	6,000	136,534
Intergovernmental Revenue	-	-	-
Transfer from General Government	-	-	-
Transfer from Garbage Fund	60,000	60,000	60,000
Investment Interest/Donations/Misc.	500	500	295
Sale of Assets	-	-	-
<i>Total Source of Funds</i>	\$ 285,500	\$ 426,500	\$ 196,829
Uses of Funds			
Salaries & Wages	\$ 31,240	\$ 36,850	\$ 35,428
Personnel Benefits	15,115	12,600	10,806
Supplies	2,500	2,500	276
Repairs, Maintenance & Services	-	5,550	4,066
Intergovernmental Services	-	-	-
Nuisance Abatements	19,450	13,500	18,198
Building Abatements	-	-	179,136
Interfund Payments	2,500	2,500	3,153
Transfers	-	-	-
Capital Outlay	-	-	224
Ending Cash Balance	214,695	353,000	-
<i>Total Use of funds</i>	\$ 285,500	\$ 426,500	\$ 251,287

Narrative

General Department Overview

This fund allows the Planning, Building, and Code Enforcement divisions to continue the Council's goal of restoring or removing unkept buildings as well as responding to and resolving nuisance complaints.

2013 Achievements

The abatement program was responsible for the demolition of 4 Commercial and 3 Residential buildings in 2013, with 3 additional residential buildings ordered to be removed. In addition, the departments responded to 500 complaints dealing with garage, vegetation, open to entry buildings, illegal vehicles, forceful evictions, illegal occupancy, and etc..

2014 Objectives & Goals

Continue to abate unsafe buildings and to respond to nuisance abatement complaints. Attempt to convince Grays Harbor County to sell or auction properties that have City of Aberdeen liens which amount to over \$371,000.

2014 Budget Highlights

As stated in the objectives and goals, collect the lien moneys for the City abatement fund and get these properties back on the tax rolls.

	2014 Budget	2013 Budget	2012 Actual
Source of Funds			
Beginning Cash Balance	\$ 49,000	\$ -	\$ -
Investment Interest, Misc. Income	-	-	100,742
Donations	-	-	340
Grant Income	112,740	-	38,261
Transfer from Parks Fund 102	15,000	52,000	-
Transfer from General Fund	52,744	-	454,707
Transfers from Capital Improvement Fund 39	30,000	-	-
<i>Total Source of Funds</i>	\$ 259,484	\$ 52,000	\$ 594,050
Uses of Funds			
Library Projects	\$ -	\$ -	\$ 149,989
Parks Projects	259,484	52,000	-
Police Department Improvements	-	-	(16,552)
Fire Dept. Improvements	-	-	26,500
Debt Payment	3,000	-	2,950
Ending Cash Balance	-	-	-
<i>Total Use of funds</i>	\$ 262,484	\$ 52,000	\$ 162,887

Narrative

The Public Building Improvement Fund was created to match excess bond redemption funds for purposes compatible with the original bond issue. Money left over after redeeming the City Hall, Main Fire Station, Library, and the South Aberdeen Fire Station bonds may only be used for capital improvements to those facilities. It may not be used for either operations or maintenance, neither of which were included in the original bond covenants.

In September 2013, the HVAC Improvement and Roof Repair Project were started, utilizing a grant from the Grays Harbor Community Foundation Kathryn N. Sherk Bequest. Also funded by the Bequest is the reupholstering of the lounge chairs throughout the library. Both projects are expected to be completed by the end of November 2013.

The 2013 proposed library project of space planning services will be brought forward into 2014. The space planning would explore combining the youth and adult service desks into one service desk to accommodate the reduction in library staffing levels. Initial funding for this project is being sought from the Timberland Regional Library District.

Our main priority for 2014 will be the Phase 2 restoration of Sam Benn Park. This project will repair cracks and install a new coating over the tennis courts, create a new bulkhead to support the tennis courts, build ADA sidewalks to the tennis courts, build a sitting/viewing area adjacent to the tennis courts as well as a sitting area below the tennis courts. Funding will come from a grant from the Recreation and Conservation Office (\$112,743) that will be matched with REET funds, cash, and Force Account labor, material and equipment. A secondary project at Sam Benn Park will be to improve parking and replace the trees and sidewalks along the "Memorial Walk". This project will be funded by a transfer of \$15,000 from Fund 102, \$25,000 already allocated for this project, as well as Force Account labor, material and equipment.

	2014 Budget	2013 Budget	2012 Actual
Source of Funds			
Beginning Cash Balance	\$ 257,000	\$ 257,000	\$ -
Intergovernmental	-	-	-
Interest Income	1,000	4,000	172
Transfer in from Fund 413	-	150,000	
<i>Total Source of Funds</i>	\$ 258,000	\$ 411,000	\$ 172
Uses of Funds			
Sewer Plant Improvements	\$ -	\$ 411,000	\$ -
Ending Cash Balance	258,000	-	-
<i>Total Use of funds</i>	\$ 258,000	\$ 411,000	\$ -

Narrative

General Department Overview

This fund has been created to account for major utility construction projects. Monies currently in the fund originated from sewer hook-up fees paid by Stafford Creek Correctional Center and is to be used for wastewater capital improvements. Funds will be available to make improvements to the Aberdeen wastewater system. The largest remaining wastewater capital improvement is the outfall replacement project. These fund will likely be used to help fund this project.

FUND: 399**Capital Improvement Fund***City of Aberdeen
2014 Budget*

	2014 Budget	2013 Budget	2012 Actual
Source of Funds			
Beginning Cash Balance	\$ 25,000	\$ -	\$ -
Real Estate Sale/Use Tax	60,000	66,000	60,522
Oper Transfers/Interest Income	-	-	32
<i>Total Source of Funds</i>	\$ 85,000	\$ 66,000	\$ 60,554
Uses of Funds			
Stormwater Plan	\$ -	\$ -	\$ -
Transfer to Arterial Street Fund	50,000	40,000	36,858
Transfer to Public Buildings Fund	30,000	-	-
Ending Cash Balance	5,000	26,000	-
<i>Total Use of funds</i>	\$ 85,000	\$ 66,000	\$ 36,858

NarrativeGeneral Department Overview

This fund is utilized to account for monies received through the Real Estate Excise Tax that must be used for capital improvements.

2014 Budget Highlights

\$50,000 of the revenue in this fund will be transferred to the arterial street fund as match for city wide ADA improvement projects and Federally funded transportation capital improvements. A portion will be transferred into parks as match for a Park improvement grant.

	2014 Budget	2013 Budget	2012 Actual
Source of Funds			
Beginning Cash Balance	\$ 180,000	\$ 170,000	
Charges for Services	1,516,645	1,504,000	1,459,922
Investment Interest	100	2,000	113
<i>Total Source of Funds</i>	\$ 1,696,745	\$ 1,676,000	\$ 1,460,035
Uses of Funds			
Salaries & Wages	\$ 4,480	\$ 4,590	\$ 4,357
Benefits	1,340	1,390	1,537
Waste Disposal	1,327,870	1,315,000	1,279,355
Taxes & Misc.	77,370	77,290	77,290
Reallocated Cost	44,175	40,850	37,089
Transfer Out -Abatement Fund	60,000	60,000	60,000
Ending Cash Balance	181,510	176,880	-
<i>Total Use of funds</i>	\$ 1,696,745	\$ 1,676,000	\$ 1,459,628

Narrative

General Department Overview

Fund 401 is an independent utility fund and is set up to account for pickup and disposal of refuse generated within the city. The city contracts with Lemay Enterprises Inc. for actual refuse pickup and disposal. The revenue projection is based on an increase of .84%.

	2014 Budget	2013 Budget	2012 Actual
Source of Funds			
Beginning Cash Balance	\$ 765,430	\$ 232,560	\$ -
Charges for Services	3,700,180	3,803,000	3,408,225
Investment Interest	1,000	1,000	575
Misc. Revenues	25,000	25,000	34,420
Transfer from Sewer Reserve Fund	-	-	-
<i>Total Source of Funds</i>	\$ 4,491,610	\$ 4,061,560	\$ 3,443,220
Uses of Funds			
Salaries & Wages	\$ 1,190,170	\$ 1,161,220	\$ 1,077,669
Personnel Benefits	522,000	469,110	444,947
Supplies	313,320	386,500	249,042
Other Services & Charges	853,740	797,100	673,150
Intergovernmental Services	389,360	287,000	248,813
Reallocated Cost	164,020	151,990	141,342
Capital Outlay	506,000	185,000	222,364
Debt Service	370,500	372,270	374,040
Interfund Payments	182,500	82,500	76,322
Ending Cash Balance	-	168,870	-
<i>Total Use of funds</i>	\$ 4,491,610	\$ 4,061,560	\$ 3,507,689

Narrative

General Department Overview

The Wastewater group is responsible for the collection and treatment of wastewater generated from City of Aberdeen customers. Customers include over 6,000 accounts of residential, commercial and Stafford Creek Correctional Center and Cosmopolis.

The wastewater collections group operates and maintains over 150 miles of storm and sanitary sewer lines and 32 storm and sanitary pumping stations.

The wastewater treatment plant group keeps the Aberdeen wastewater treatment plant operating efficiently within prescribed permitting limits.

2013 Achievements

The wastewater division received another outstanding performance award for Wastewater Treatment from the Washington State Department of Ecology. The wastewater group implemented an innovative utilization of local chopper pump technology at the headworks of the treatment plant which measurably improved efficiencies.

2014 Objectives & Goals

Preparation of plans for the replacement of the outfall and finding funding for this necessary project is at the top of the list.

2014 Budget Highlights

This budget includes no rate increase. In addition to normal operations and maintenance, this budget includes several improvements for the treatment plant including another chopper pump purchase and installation and some collections systems improvements.

	2014 Budget	2013 Budget	2012 Actual
Source of Funds			
Beginning Cash Balance	\$ 717,000	\$ 200,000	\$ -
Charges for Services	3,579,560	3,562,000	3,400,545
Grants	-	-	8,243
Interest	500	3,000	52
Miscellaneous	18,010	16,500	39,835
Transfer from Water Reserve Fund	460,000	700,000	500,000
Transfer from General Fund	-	-	-
Timber Sales	-	-	-
<i>Total Source of Funds</i>	\$ 4,775,070	\$ 4,481,500	\$ 3,948,675
Uses of Funds			
Salaries & Wages	\$ 1,260,360	\$ 1,189,890	\$ 1,133,497
Personnel Benefits	574,320	521,640	494,303
Supplies	502,880	390,500	408,908
Other Services & Charges	620,830	668,000	600,263
Intergovernmental Services	338,000	338,000	316,749
Reallocated Cost	168,360	156,020	145,433
Capital Outlay	383,000	137,000	6,417
Debt Service	769,820	771,140	404,723
Interfund Payments	157,500	111,500	104,829
Transfers	-	-	372,493
Ending Cash Balance	-	197,810	-
<i>Total Use of funds</i>	\$ 4,775,070	\$ 4,481,500	\$ 3,987,615

Narrative

General Department Overview

The water utility group is responsible for treating and delivering potable water for domestic use and fire protection for the City of Aberdeen water utility customers. Customer base includes over 6,000 residential and commercial accounts, Stafford Creek Correctional Center, rural areas, Cosmopolis and Junction City.

The water utility group operates and maintains over 120 miles of service and transmission lines 5 water reservoirs, 5 pump stations and a dam.

The water treatment group keeps the Aberdeen filtration plant operating efficiently with prescribed permitting limits.

2013 Achievements

The City replaced 80% of all customer service meters updating to the flex net system that provides automated remote access for reading and archiving water meter use city wide. This was a large capital improvement totaling over \$1.5 million dollars. This year also some of the cities timber holdings were contracted for harvest generating over \$1 .3 million to fund a large portion of the meter upgrade project

2014 Objectives & Goals

Complete the meter upgrade project. Complete several improvements including, reservoir work and small transmission main realignment.

2014 Budget Highlights

The budget is based on a 2% rate increase keeping pace with the consumer price index.

	2014 Budget	2013 Budget	2012 Actual
Source of Funds			
Beginning Cash Balance	\$ 20,000	\$ 26,840	\$ -
Charges for Services	480,000	486,000	446,002
State Grants	-	90,000	-
Investment Interest	100	-	43
Transfers	-	-	-
<i>Total Source of Funds</i>	\$ 500,100	\$ 602,840	\$ 446,045
Uses of Funds			
Operating costs - Interfund Payments	\$ 475,790	\$ 496,000	\$ 489,877
Intergovernmental Serv. & Taxes	18,000	21,000	16,647
Reallocated Cost	6,310	5,840	5,299
Operating Transfers	-	20,000	-
Capital Outlay	-	60,000	-
Ending Cash Balance	-	-	-
<i>Total Use of funds</i>	\$ 500,100	\$ 602,840	\$ 511,823

Narrative

General Department Overview

The stormwater utility is funded by a monthly residential flat rate payed by City of Aberdeen utility customers . Public works employees maintain and improve stormwater infrastructure throughout the city. Public works employees monitor and maintain the storm water system . Aberdeen storm water system consists of over 20 miles of ditches, 8 miles of culverts, the southside dike, natural drainage channels, over 1000 manholes, 3200 grate inlets, 72 miles of storm lines and 16 pump stations outfalls and tide gates . Aberdeen as a medium size city has been obligated to comply with the Phase II stormwater regulations.

2013 Achievements

Remote access to about 20% of the storm pump stations has been implemented.

2014 Objectives & Goals

To improve efficiency of the outfall system and pump stations. To efficiently implement phase II compliance. To complete preliminary engineering for tide gate replacement where needed.

2014 Budget Highlights

This budget includes no rate increase.

	2014 Budget	2013 Budget	2012 Actual
Source of Funds			
Beginning Cash Balance	\$ 1,036,000	\$ 950,000	\$ -
Water Sales	254,530	250,000	263,856
Investment Interest	50	17,000	653
Miscellaneous Revenue	50	-	-
Transfer from Industrial Water Reserve	-	-	-
<i>Total Source of Funds</i>	\$ 1,290,630	\$ 1,217,000	\$ 264,509
Uses of Funds			
Salaries & Wages	\$ 86,890	\$ 77,120	\$ 88,351
Personnel Benefits	37,680	33,740	41,001
Supplies	24,010	19,000	21,868
Other Services & Charges	17,710	26,800	51,359
Intergovtl Serv. & Taxes	12,600	13,700	4,364
Reallocated Cost	2,170	2,030	2,045
Capital Outlay	5,500	30,000	43,417
Debt Service	34,920	34,920	34,915
Interfund Payments	7,500	13,000	6,691
Ending Cash Balance	1,061,650	966,690	-
<i>Total Use of funds</i>	\$ 1,290,630	\$ 1,217,000	\$ 294,011

Narrative

General Department Overview

The City of Aberdeen water utility employees are responsible for maintaining and operating the infrastructure to provide industrial grade water from the Wynoochee River to industrial customers . Significant ability to serve new customers exists.

2014 Objectives & Goals

Attract new industrial water customers.

2014 Budget Highlights

This budget projects revenue levels to remain at 2013 levels.

	2014 Budget	2013 Budget	2012 Actual
Source of Funds			
Beginning Cash Balance	\$ 165,420	\$ 169,000	\$ -
Investment Interest	100		115
Transfer In	101,360		-
<i>Total Source of Funds</i>	\$ 266,880	\$ 169,000	\$ 115
Uses of Funds			
Transfer	\$ -	\$ 150,000	\$ -
Other Services & Charges	4,000.00	-	\$ 3,480
Ending Cash Balance	262,880	19,000	-
<i>Total Use of funds</i>	\$ 266,880	\$ 169,000	\$ 3,480

Narrative

General Department Overview

The wastewater reserve fund is a fund used to accumulate cash for wastewater capital improvements and unexpected expenses.

2014 Objectives & Goals

Monies in this fund are anticipated to be used to partially fund the wastewater treatment outfall project.

2014 Budget Highlights

This budget projects building this fund for capital expenditure the following year.

FUND: 414**Water Cumulative Reserve***City of Aberdeen
2014 Budget*

	2014 Budget	2013 Budget	2012 Actual
Source of Funds			
Beginning Cash Balance	\$ 2,139,662	\$ 1,815,000	\$ -
Investment Interest	3,000	25,000	1,668
Timber Sales	-	500,000	
Transfer from Water Fund 404	-	-	-
<i>Total Source of Funds</i>	\$ 2,142,662	\$ 2,340,000	\$ 1,668
Uses of Funds			
Transfer to Water Fund 404	\$ 460,000	\$ 700,000	\$ 500,000
Ending Cash Balance	1,682,662	1,640,000	-
<i>Total Use of funds</i>	\$ 2,142,662	\$ 2,340,000	\$ 500,000

Narrative**General Department Overview**

The Water reserve fund is used to accumulate cash for Water utility capital improvements and unexpected expenses.

2013 Achievements

Capital improvement primarily the meter replacement program.

2014 Objectives & Goals

Complete the meter replacement program

2014 Budget Highlights

Significant transfer out to complete the meter replacement program and other necessary capital improvements schedule for 2014.

FUND: 417**Industrial Water
Cumulative Reserve***City of Aberdeen
2014 Budget*

	2014 Budget	2013 Budget	2012 Actual
Source of Funds			
Beginning Cash Balance	\$ 938,419	\$ 947,000	\$ -
Investment Interest	2,000	15,000	625
Transfer from Ind. Water Fund		-	-
<i>Total Source of Funds</i>	\$ 940,419	\$ 962,000	\$ 625
Uses of Funds			
Transfer to Fund 407-Ind. Water fund	\$ -	\$ -	\$ -
Ending Cash Balance	940,419	962,000	-
<i>Total Use of funds</i>	\$ 940,419	\$ 962,000	\$ -

NarrativeGeneral Department Overview

The industrial water reserve fund is used to accumulate cash for Industrial water capital improvements and unexpected expenses. The funds in this account came from water rights sale years ago to energy projects at Satsop.

2014 Budget Highlights

No expenditures are anticipated from this fund in 2014

	2014 Budget	2013 Budget	2012 Actual
Source of Funds			
Beginning Cash Balance	\$ -	\$ -	\$ -
Interfund Charges for Services	387,770	268,910	284,844
Miscellaneous	157,080	159,635	155,013
Transfer from General Government	-	-	4,800
<i>Total Source of Funds</i>	\$ 544,850	\$ 428,545	\$ 444,657
Uses of Funds			
Salaries & Wages	\$ 121,140	\$ 107,110	\$ 138,927
Personnel benefits	58,420	53,230	56,362
Supplies	239,000	189,000	191,944
Other Services & Charges	121,960	75,160	92,341
Capital Outlay	-	-	-
Interfund Payments for Services	-	-	-
Reallocated Cost	4,330	4,045	4,091
Ending Cash Balance	-	-	-
<i>Total Use of funds</i>	\$ 544,850	\$ 428,545	\$ 483,665

Narrative

General Department Overview

The equipment rental operations is responsible for maintenance of City rolling stock. Over 110 City vehicles are enrolled in the equipment rental operations program. Over 80% of the vehicles are public works equipment of which a significant amount is heavy equipment. Maintenance and repair work is billed to the respective customers including a flat overhead rate per vehicle. Some more specialized work is contracted out.

2013 Achievements

Service levels have improved and efficiencies have increased. A noteworthy development was the hiring of a new lead mechanic in 2013.

2014 Objectives & Goals

Continue to improve service and financial stability.

	2014 Budget	2013 Budget	2012 Actual
Source of Funds			
Beginning Cash Balance	\$ 2,200,000	\$ 2,200,000	\$ -
Investment/Interfund Loan Interest	-	-	1,988
Insurance Recoveries	-	-	-
Reserve Deposits	190,000	70,000	200,909
Principal Payment - Interfund Loan(s)	-	-	23,453
Sale of Assets	-	-	9,868
<i>Total Source of Funds</i>	\$ 2,390,000	\$ 2,270,000	\$ 236,218
Uses of Funds			
Vehicle Repairs	\$ -	\$ -	\$ -
Capital Outlay	805,000	313,500	93,409
Interfund Loan Issued	-	-	328,048
Ending Cash Balance	1,585,000	1,956,500	-
<i>Total Use of funds</i>	\$ 2,390,000	\$ 2,270,000	\$ 421,457

Narrative

General Department Overview

The Equipment Rental Reserve Fund was created to manage the depreciating city fleet and the necessary replacement of that fleet. Funds are transferred by various Departments for replacement of equipment and vehicles.

2014 Budget Highlights

2014 Scheduled purchases include:

- Water Utiliy - three service trucks
- Streets - three vehicles including a sweeper
- Wastewater Utility - two vehicles including a combination sewer cleaner
- Police - two vehicles

	2014 Budget	2013 Budget	2012 Actual
Source of Funds			
Beginning Cash Balance	\$ 49,000	\$ 70,000	\$ -
Property Taxes	228,000	214,000	213,798
Fire Insurance Premium Tax	32,500	29,000	29,496
Investment Interest	-	-	127
Miscellaneous Revenue	-	-	-
Transfer from General Government	654,000	654,000	599,145
<i>Total Source of Funds</i>	\$ 963,500	\$ 967,000	\$ 842,566
Uses of Funds			
City Pension	\$ 230,000	\$ 203,000	\$ 195,879
Medical Insurance	\$ 312,500	\$ 526,000	\$ 538,745
Medical Services	238,500	237,000	232,066
Miscellaneous	1,000	1,000	-
Transfers	154,500	-	-
Ending Cash Balance	27,000	-	-
<i>Total Use of funds</i>	\$ 963,500	\$ 967,000	\$ 966,690

Narrative

The Fire Pension Fund is a trust fund used to pay the City's portion of retirements, medical premiums and medical bills for LEOFF 1 employees. Revenues for this fund are derived from a tax imposed by the State on fire insurance premiums and by a transfer from the General Government Fund. The Fund currently accounts for two Pre-LEOFF, twenty seven Pre-LEOFF I and nineteen LEOFF 1 retirees for a combined number of forty-eight retirees.

In 2008, the City established a reserve for Police and Fire retiree long term care expenses. In accordance with budget policy, the balances of any unspent long term care appropriations will be transferred into this reserve annually. The current balance held in this reserve at the end of 2012 was \$602,800. At the present time, three fire pensioners are in an assisted living facility.

The Fire Pension Board meets the second Monday of each month to review applications for disability leaves and or retirements and to review and approve medical claims. The Board consists of the Mayor, Finance Committee Chair, Finance Director, the Board Secretary and three Fire Representatives including one alternate.

	2014 Budget	2013 Budget	2012 Actual
Source of Funds			
Beginning Cash Balance	\$ 63,700	\$ 179,000	\$ -
Unclaimed Property/Interest Income	-	-	140
Transfer from General Government	540,000	540,000	481,500
<i>Total Source of Funds</i>	\$ 603,700	\$ 719,000	\$ 481,640
Uses of Funds			
City Pension	\$ 88,500	\$ 84,000	\$ 80,547
Medical Insurance	357,000	425,000	\$ 424,245
Medical Services	128,000	108,300	38,503
Miscellaneous	1,700	1,700	1,698
Transfer to Insurance Reserve Fund 112	28,500	-	62,000
Ending Cash Balance	-	100,000	
<i>Total Use of funds</i>	\$ 603,700	\$ 719,000	\$ 606,993

Narrative

The Police Pension Fund is a trust fund used to pay the City's portion of retirements, medical premiums and medical bills for LEOFF 1 Department employees and supplemental pension payments for Pre-LEOFF 1 Employees. The fund is supported by a transfer from the General Government Fund. The Fund currently accounts for eleven Pre-Leoff I retirees, nineteen LEOFF 1 Retirees and two active Leoff I department employees. This is a total of thirty retirees and two active.

In 2008, the City established a reserve for Police and Fire retirees long term care expenses. In accordance with budget policy, the balances of any unspent long term care appropriations are transferred into this reserve at the end of the year. The current balance held in the reserve at the end of 2012 is \$602,800. At the present time, no Police Pensioners are in an assisted living facility.

The Police Pension Board meets the second Monday of each month to review applications for disability leave(s) or retirement and to approve medical claims. The Board consists of the Mayor, City Council President, Finance Director, Board Secretary and three Police Representatives.

	2014 Budget	2013 Budget	2012 Actual
Source of Funds			
Beginning Cash Balance	\$ 170,000	\$ 177,000	\$ -
Unclaimed Property/Interest Income	-	200	121
Transfer from General Government	-	-	-
<i>Total Source of Funds</i>	\$ 170,000	\$ 177,200	\$ 121
Uses of Funds			
Miscellaneous	\$ -	\$ 10,000	\$ -
Ending Cash Balance	170,000	167,200	
<i>Total Use of funds</i>	\$ 170,000	\$ 177,200	\$ -

Narrative

This fund accounts for the balance of monies available for environmental cleanup and monitoring at various industrial sites in the City.