



# **ANNUAL REPORT 2015**

**THURSTON REGIONAL PLANNING COUNCIL (TRPC)** is a 22-member intergovernmental board made up of local governmental jurisdictions within Thurston County, plus the Confederated Tribes of the Chehalis Reservation and the Nisqually Indian Tribe. The Council was established in 1967 under RCW 36.70.060, which authorized creation of regional planning councils.

TRPC's mission is to **“Provide Visionary Leadership on Regional Plans, Policies, and Issues.”**

**To Support this Mission:**

- A. Support **regional transportation** planning consistent with state and federal funding requirements.
- B. Address **growth management, environmental quality, economic opportunity**, and other topics determined by the Council.
- C. **Assemble and analyze data** that support local and regional decision making
- D. Act as a **“convener”** to build regional **consensus** on issues through information and citizen involvement.
- E. Build **intergovernmental consensus** on regional plans, policies, and issues, and advocate local implementation.

**2015 MEMBERSHIP  
THURSTON REGIONAL PLANNING COUNCIL**

<u>Governmental Jurisdiction</u>	<u>Name of Representative</u>
City of Lacey	<b>Virgil Clarkson</b> , Councilmember
City of Olympia	<b>Nathaniel Jones</b> , Councilmember
City of Rainier	<b>Dennis McVey</b> , Councilmember
City of Tenino	<b>Bret Brodersen</b> , Mayor
City of Tumwater	<b>Tom Oliva</b> , Councilmember
City of Yelm	<b>Robert Isom</b> , Councilmember
Confederated Tribes of the Chehalis Reservation	<b>Amy Loudermilk</b> , Staff
Nisqually Indian Tribe	<b>Willie Frank</b> , Tribal Councilmember <b>James Slape, Jr.</b> , Tribal Councilmember
Town of Bucoda	<b>Alan Vanell</b> , Councilmember
Thurston County	<b>Sandra Romero</b> , County Commissioner
North Thurston Public Schools	<b>Chuck Namit</b> , School Board Member
Olympia School District	<b>Allen Miller</b> , School Board Member
Intercity Transit	<b>Karen Messmer</b> , Authority Member
LOTT Clean Water Alliance	<b>Cynthia Pratt</b> , Board Member
Port of Olympia	<b>George Barner</b> , Port Commissioner
PUD No. 1 of Thurston County	<b>Chris Stearns</b> , PUD Commissioner

**Associate Members**

Economic Development Council of Thurston County	<b>Michael Cade</b> , Executive Director
Lacey Fire District #3	<b>Gene Dobry</b> , Commissioner
Puget Sound Regional Council	<b>vacant</b>
Timberland Regional Library	<b>Cheryl Heywood</b> , Library Director
The Evergreen State College	<b>Jeanne Rynne</b> , Director of Facilities Services

Chair  
**Virgil Clarkson**  
City of Lacey

Vice Chair  
**Tom Oliva**  
City of Tumwater

Secretary  
**Alan Vanell**  
Town of Bucoda

**Lon D. Wyrick**, Executive Director

## THURSTON REGIONAL PLANNING COUNCIL STAFF

<b>Michael Ambrogi</b>	Senior GIS Analyst
<b>Thera Black</b>	Senior Planner
<b>Rosalie Bostwick</b>	Office Manager
<b>Paul Brewster</b>	Senior Planner
<b>Jailyn Brown</b>	Senior Planner
<b>Jared Burbidge</b>	Assistant Director
<b>Michael Burnham</b>	Associate Planner
<b>Erin Cahill</b>	Graphic and Digital Outreach Coordinator
<b>Scott Carte</b>	GIS Coordinator
<b>David Cuffeld</b>	Office Specialist II
<b>Fred Evander</b>	Associate Planner
<b>Holly Gilbert</b>	Senior Planner
<b>Aaron Grimes</b>	Transportation Modeler
<b>Marisa Hughes</b>	Office Specialist I
<b>Burlina Montgomery</b>	Office Specialist IV
<b>Karen Parkhurst</b>	Senior Planner
<b>Dave Read</b>	Information Technology Manager
<b>Sarah Selstrom</b>	Administrative Assistant
<b>Veena Tabbutt</b>	Senior Planner
<b>Katrina Van Every</b>	Associate Planner
<b>Lon D. Wyrick</b>	Executive Director



# **THURSTON REGIONAL PLANNING COUNCIL BY-LAWS**

## **SECTION I: AUTHORITY**

The Thurston Regional Planning Council (hereinafter referred to as “Council”) was established in 1967 under RCW 36.70.060, which authorized creation of regional planning councils in Washington State. The Council will comply with all applicable Local, State and Federal Laws and is authorized to receive State and Federal grant funds.

This document establishes the Council’s by-laws and is in accord with the membership and responsibilities set forth in the Thurston Regional Planning Council Agreement promulgated on April 4, 2014.

## **SECTION II: OFFICERS/DUTIES**

The officers of the Council are Chair, Vice Chair, and Secretary. Officers may function as an executive committee in making recommendations to the full Council on budget, work program, or other policy issues as requested by the full Council.

Officers are elected at the February Council meeting from among the representatives of the voting members and officers may serve no more than two consecutive one-year terms in the same office. Prior to the February meeting, the presiding Chair will solicit nominations for office in writing from all voting member representatives. At the February meeting, as part of the election process, the Chair will present the slate of nominees to be considered for each position as well as taking nominations from the floor. The newly elected officers take office at the close of the meeting at which they were elected.

A. The Chair presides at all meetings, prepares the agenda for the meetings, signs vouchers, calls special meetings, and sets the time and place of meetings in consultation with the membership. In addition, the Chair establishes committees and their membership for the purpose of making recommendations on the budget, performing the annual performance review of the Executive Director, and/or making recommendations to the full Council on other policy issues. The Chair officially represents the Council before other groups and agencies and carries out other duties as designated by the Council.

B. The Vice Chair serves in the Chair's absence and is authorized to approve vouchers.

C. The Secretary is the fiscal officer for the purpose of approving appropriate vouchers for the conduct of the Council affairs and may also serve in the absence of the Chair and Vice-Chair.

In the unforeseen occurrence that there is a vacancy(s) in any TRPC officer position, the TRPC Chair or other serving TRPC officer, will notify the full Council of the vacancy(s) at the next regular monthly meeting. At that TRPC meeting, the Chair will call for written/e-mail nominations. Nominations will be accepted until the next regular TRPC meeting. At that next regular TRPC meeting, all submitted nominations will be read and additional nominations from the floor will be called for. Following established procedure, a vote will be taken and the elected member(s) will complete the term(s) of the vacant officer. The completion of a shortened term will not count towards the term limit of “two consecutive one year terms” as outlined in paragraph 2 of section II.

### **SECTION III: EXECUTIVE DIRECTOR AND STAFF**

The Council may, within its authorized budget, engage an Executive Director. The Executive Director is selected or terminated with the approval of the voting members as outlined in Section VII: Voting. It is the role of the Council to set policy direction, which guides the Executive Director in the operations and administration of the agency. The Executive Director maintains all records of the Council, including necessary budget and financial records. The Executive Director is responsible for the administration of the agency pay and classification system as approved by the Council. The Executive Director is also authorized to approve expenditures within the authorized budget.

The Executive Director may, within the agency’s authorized budget, employ such other personnel as needed to perform the work of the Council. Staff work under the policy direction of the Council as exercised through its Executive Director.

### **SECTION IV: MEMBERSHIP**

Official membership of the Council shall consist of those duly designated member representatives and alternates of the entities who have entered into the Council Agreement. Member representatives and alternates, with the exception of those representing Associate and Tribal members, shall be elected officials of their entity. Intercity Transit, as a member of TRPC, may also appoint citizen representatives from their Authority to serve as member and/or alternate on TRPC. In the event a representative, as outlined above, is not available to serve as a TRPC alternate, that entity may, with approval from the TRPC Chair, appoint a high-level at will department head to serve as alternate. This alternate must have the authority to speak for that entity and vote on regional policies on its behalf.

If neither the duly designated member representative nor the officially designated alternate member representative is able to attend a specific meeting, then the jurisdiction may designate, for that meeting only, an additional alternate member representative. This additional alternate must have all rights, privileges, and authorities exercised by the member representative and the alternate.

## **SECTION V: NEW MEMBERSHIP REQUESTS**

Application for membership on the Council is considered on a case-by-case basis. Entities seeking membership on the Council will submit a letter of application to the Council Chair stating the rationale for membership. The Council Chair in consultation with the Executive Director will consider whether the membership request fits into the Council's overall goals. In this initial review, there will also be an identification of the appropriate membership tier for the applicant. The Chair will present this information and make a membership recommendation to the full Council at a regular meeting. Membership requests require a vote of the Council.

## **SECTION VI: MEMBER RESPONSIBILITIES**

To effectively carry out the work of the Council, member representatives (or alternates) must be fully engaged in the activities of the Council. Member representatives (or alternates) are expected to regularly attend, prepare for, and actively participate in scheduled meetings. It is expected that member representatives (or alternates) will also participate in other special meetings and committees as appropriate. Member representatives (or alternates) may also be asked by the TRPC Chair to represent TRPC to other organizations. It is important that member representatives (or alternates) maintain a regional perspective on matters coming before the Council. Member representatives (or alternates) work within a collegial atmosphere that strives for informed consensus in all of its decisions while respecting the viewpoints of others on the Council. Member representatives (or alternates) are responsible for conveying pertinent information discussed or presented at Council meetings back to their respective entities for information or action.

Member representatives (or alternates) may also be asked by the TRPC Chair to represent TRPC to other organizations. These positions serve as liaisons between the organizations for the purposes of improving communications, understanding projects, and coordinating regional policy issues. The appointed TRPC liaisons will regularly give update reports back to TRPC following their attendance at meetings.

The Chair will review and (re)appoint individuals that serve in all TRPC outside positions every two years. In appointing any TRPC member to serve as a liaison to any outside transportation board or committee, the Chair will consider a recommendation from TRPC's Transportation Policy Board.

## **SECTION VII: MEETINGS**

Regular Council meetings are held in accordance with the schedule set by the Council each year at its February meeting. To ensure appropriate notice, public involvement and effective regional decision-making, all meetings will comply with the requirements of the State Open Public Meetings Act. The Executive Director sees that official minutes are taken for each meeting and that they are signed by the Chair and the Executive Director after review and approval by the Council.

Written notices of meetings are mailed to all representatives and alternates at least five (5) days prior to the date of the meetings. Notice of special meetings called by the Chair may be made by telephone and all members will be notified. Robert’s Rules of Order will be observed at all meetings. A meeting may be convened with a simple majority of the members.

**SECTION VIII: VOTING**

All matters coming before the Council are decided by the representatives of the voting membership. All actions before the Council require a quorum. A quorum will consist of the presence of at least 50 percent or more of the entire voting membership with at least two of those representatives being from the following jurisdictions: Thurston County, City of Olympia, City of Lacey, or City of Tumwater. Actions will be decided by a simple majority of the quorum unless two or more members request an optional weighted vote. The Council’s optional weighted voting system reflects, in some measure, the population and financial participation of the member agencies. If there is a call for a weighted vote, each voting member entity is assigned one vote weighted in the following manner:

Thurston County	7
City of Olympia	4
City of Lacey	3
City of Tumwater	2
City of Tenino	1
City of Yelm	1
City of Rainier	1
Town of Bucoda	1
LOTT Clean Water Alliance	1
Thurston PUD #1	1
Port of Olympia	1
North Thurston Public Schools	1
Olympia School District	1
Intercity Transit	1
Nisqually Indian Tribe	1
Confederated Tribes of the Chehalis Reservation	<u>1</u>
<b>Total Votes</b>	<b>28</b>

## **SECTION IX: MEMBER ASSESSMENTS**

Member assessments provide the revenue needed to carry out the Council's Annual Work Program and Budget. Payment of member assessments is made after January 1 each year on an annual, semi-annual, or quarterly basis. In September of each year, in conjunction with preparation of the Annual Work Program and Budget, member assessments are calculated based on the following methodology:

### **Tier 1 – Charter Member Organizations (County, cities, towns, and tribal governments located within the region)**

The current year population as defined by the Office of Financial Management is adjusted by the applicable factor as shown below. The adjusted population is multiplied by the Council established per capita rate to arrive at the yearly assessment figure. There is a \$700 minimum assessment in this category.

The following factors will apply to this tier:

- Urban county and entities with a population greater than 5,000 will be assigned a factor of 1.
- Rural county and entities with a population of less than 5,000 will be assigned a factor of .5.

### **Tier 2 – School District Members**

The annual October 1 FTE student enrollment is multiplied by a factor of .25. This is used to arrive at an adjusted population. The adjusted population is then multiplied by the Council established per capita rate to arrive at the yearly assessment figure. There is a \$700 minimum assessment in this category.

### **Tier 3 – Regional Service Members (Members in this tier are entities established under State law that provide services that are regional in nature and serve a large segment of the population or the entire population)**

Regional Service Members have a first year (base) assessment that is negotiated one time between the Council and the entity making application for membership. The negotiations will take into account the entity's fiscal constraints, service population, and the entity's regional role/impacts. The entity's assessment will be appropriate in comparison to other members in this tier and their membership must mutually benefit both the entity and the Council.

The base assessment is set by the Council upon approval of the entity's membership. This base will be modified each year during the budget process when assessments are re-calculated. A percentage change in assessment will be based on the corresponding

percentage change in the over-all population of Thurston County. This percentage amount will be added to the base assessment and this new amount becomes the base for the following year.

**Tier 4 – Associate Members (Members in this tier do not have a voting right on the Council.) This tier is designed for regional public entities who wish to participate in Council meetings and activities.** Members in this tier are assessed \$1,000 per year.

## **SECTION X: ANNUAL WORK PROGRAM AND BUDGET**

The Council develops and adopts the Annual Work Program and Budget each year as follows:

A. In August of each year, the Council Chair appoints a budget committee to review the draft version of the Annual Work Program and Budget for the coming year as prepared by the Executive Director. The budget committee reviews, refines, and then recommends a Draft Proposed Annual Work Program and Budget that is presented to full Council by the Executive Director no later than the December meeting of each year. The Chair then transmits the Approved Regional Work Program and Budget, as well as member assessments to the governing bodies of the member agencies and organizations for their information so they can incorporate their share of the member assessments into their own budgets.

The Annual Work Program consists of a statement of the projects and activities to be undertaken by the Council and staff during the following year and the corresponding member assessments. Cost estimates for all projects and activities will be provided as the basis for the budget. In developing the Work Program, Council will consider the following types of programs which are identified as the means of achieving the Council goals and policies:

1. Programs required in order to retain eligibility for state and federal grant programs and funded by member assessments.
2. Programs agreed to by a majority of the Council, which are regional in the sense that the implications and impacts of the program affect the entire County. Such programs would be funded by member assessments.

The Council adopts a consolidated agency operating budget at the meeting in January that reflects the Council's Approved Regional Work Program, as well as contracts and grants with local jurisdictions. The approved budget is then forwarded to the Thurston County Auditor.

## **SECTION XI: CONTRACT SERVICES**

The Council may contract with member agencies or other local jurisdictions and organizations to provide professional services. The projects undertaken will support the overall mission, role and function of the Council. Contract services for member entities should take precedence over those provided to non-member entities.

It is the responsibility of the Executive Director to ensure that contracts are relevant, support the mission of the agency, and that there is adequate staffing to undertake and complete the work. The Executive Director is also authorized to sign and execute contracts on the Council's behalf.

## **SECTION XII: COUNCIL REVENUE AND EXPENDITURES**

All funds paid to the Council are deposited to a special account in the office of the County Treasurer. Expenses and lawful claims against the Council are disbursed by the Treasurer. Funds are disbursed on warrants drawn by the County Auditor, which in turn are based on vouchers approved by the Chair, Vice Chair, or Secretary. The Council reviews and approves the claims paid at its next regularly scheduled public meeting.

## **SECTION XIII: FINANCIAL AND STATUS REPORTS**

The Executive Director prepares semi-annual and annual reports that are provided to the Council at a regularly scheduled meeting. The reports provide budget expenditures to date and balances remaining in each budget classification.

## **SECTION XIV: TRANSPORTATION POLICY BOARD**

The Transportation Policy Board (TPB) is a Council standing committee and advisory body whose purpose is to provide recommendation to the Council on policy and programs relating to regional transportation issues pursuant to state and federal legislation. TPB acts in accordance with its own by-laws.

## **SECTION XV: BY-LAW REVIEW AND AMENDMENTS**

These by-laws will be reviewed at least every two years. Any amendments to the by-laws may be approved by a two thirds majority of voting members present. Proposed changes shall be presented one meeting prior to the meeting at which action by the Council will be taken.



## THURSTON REGIONAL PLANNING COUNCIL AGREEMENT

THIS AGREEMENT made and executed this 4<sup>th</sup> day of April, 2014 is made by the undersigned general purpose governments and public institutions.

WITNESSETH:

WHEREAS, the general and special purpose jurisdictions and public institutions of Thurston County have joined together to form a Regional Planning Council in order to address common issues, provide coordinated, quality planning, and achieve economies by sharing staff resources: and

WHEREAS, the rationale for such a Council have been identified as follows:

- A. Governmental and institutional functions within one jurisdiction may have substantial impact on adjoining jurisdictions.
- B. Planning regarding resources and services should be done through a coordinated, interjurisdictional approach.
- C. A regional planning agency offers the opportunity to accomplish region-wide coordination and planning of a quality generally unattainable by individual entities.
- D. A single regional planning staff allows members to draw on a wider range of technical expertise and provide the potential for a greater number of more specialized staff resources than would be available individually; and

WHEREAS, the undersigned have by resolution or ordinance directed their appropriate representatives to participate in the creation and operation of such a regional planning council;

NOW, THEREFORE, the undersigned, for and in consideration of the covenants and conditions hereinafter contained, agree as follows:

### SECTION I: CREATION

Thurston Regional Planning Council was established November, 1967 pursuant to the laws of the State of Washington under RCW 36.70.060 which authorized creation of regional planning councils.

## SECTION II: FUNCTIONS

- A. The responsibilities and powers of the Council shall extend to the following functions:
1. The Regional Planning Council shall be a meeting ground for cooperation and informed policy-making among the governmental jurisdictions and institutions of the Thurston region. It shall establish a coordinated approach to policy development for an area larger than that under the jurisdiction of any single unit of local government.
  2. The Regional Planning Council, as the designated Regional Transportation Planning Organization and Metropolitan Planning Organization shall perform transportation planning in accordance with State and Federal requirements.
  3. The Regional Planning Council shall undertake programs to address problems and issues which by their nature require coordinated planning, research, information sharing, implementation and administration.
  4. The Regional Planning Council shall provide, on a contractual basis, local planning assistance on current and advance planning or special projects for member and non-member agencies.

## SECTION III: MEMBERSHIP

Official membership of the Regional Planning Council shall consist of those duly designated official and alternate member-representatives of the undersigned members and any others as may hereafter be selected to membership by the Council.

Any party to this Agreement may withdraw at the end of any Regional Planning Council fiscal year after having first given written preliminary and final notice. By July, preliminary notice shall be given that a party is considering withdrawing from membership at the end of the calendar year. By November 1, final notice shall be given that a party will withdraw from membership at the end of the calendar year. The party withdrawing from membership shall continue to be financially responsible for its pro rata share of funding associated with uncompleted state or federal grant-funded projects in existence at the time of the withdrawal.

## SECTION IV: BY-LAWS

The Regional Planning Council shall operate in accordance with its by-laws which shall be reviewed by the Council at least every two years.

## SECTION V: DURATION OF AGREEMENT

The term of this Agreement shall be for two years from the effective date hereof unless action is taken to terminate or revise it.





**THURSTON REGIONAL PLANNING COUNCIL  
2015 Work Program and Funding**

DESCRIPTION (Total grant amount and duration)	REGIONAL ASSESSMENTS	GRANT or CONTRACT AMOUNT	TOTAL REQUEST
<b>1. Information Services</b>			
Includes <i>The Profile</i> , data, forecasting, etc.*	211,325		211,325
<b>2. Program Support</b>			
Management of TRPC staff and Regional Council*	160,000		160,000
<b>3. Transportation</b>			
<b>3a.</b> Unified Planning Work Program (UPWP)*	66,361	516,885	583,246
<b>3b.</b> Regional Work Program Priorities	93,642	580,000	673,642
<b>3c.</b> Rural / Tribal Transportation <i>(\$1.1 million from 2013 to mid-2015. Seeking continued funding for 2<sup>nd</sup> half of 2015.)</i>		580,500	580,500
<b>3d.</b> Commute Trip Reduction Program Coordination/SSB 6088 Local Implementation <i>(\$297,500 from 2013 to mid-2015. Seeking continued funding)</i>		255,000	255,000
<b>3e.</b> JBLM/I-5 Congestion Relief Action Plan <i>(\$150,000 from 2011 through 2015)</i>		90,000	90,000
<b>3f.</b> Human Services Transportation Plan <i>(\$40,000 from August 2014 through June, 2015)</i>		20,000	20,000
<b>4. 2015 Council Projects</b>			
<b>4a.</b> Continue Sustainable Thurston Work	30,000	20,000	50,000
<b>4b.</b> Ecosystem Valuation	10,000	TBD (55,000)	65,000
<b>4c.</b> Grant Writing Consortium	5,000		5,000
<b>4d.</b> Functional Collaboration	10,000		10,000
<b>5. Continuing Projects</b>			
<b>5a.</b> Watershed Level Land Use Planning (EPA) <i>(\$354,000 from 2010 through June, 2015)</i>		42,000	42,000
<b>5b.</b> Deschutes Watershed Land Use Planning (Ecology) <i>(\$93,000 from January, 2015 through December, 2016)</i>		46,500	46,500
<b>5c.</b> HUD Community Challenge Grant <i>(\$764,000 from 2012 through January, 2015)</i>		20,000	20,000
<b>5d.</b> Hazard Mitigation Plan Update (County) <i>(\$60,000 from September 2014 through December 2015)</i>		45,000	45,000
<b>5e.</b> Port of Olympia Real Estate Development Planning Process <i>(\$61,000 from July 2014 through March 2015)</i>		52,000	52,000
<b>5f.</b> Low Impact Development Planning (County) <i>(\$85,000 from January, 2015 – December 2015)</i>		85,000	85,000
<b>6. Rural Community Support</b>			
<b>6a.</b> Main Street 507 Project <i>(\$172,000 from January 2014 – December 2015)</i>		80,000	80,000
<b>6b.</b> Rural Community Planning Support <i>(\$55,000 from January 2015 through December 2015)</i>		60,000	60,000
<b>TOTAL</b>	<b>586,328</b>	<b>2,547,885</b>	<b>3,134,213</b>

These funding amounts do not include approximately \$6,000 in projected revenue from interest on investments. The actual amount of investment interest will be included in the final TRPC budget that is adopted in January, 2015.

\* Denotes "Core" Program of TRPC. Implementation of these programs is necessary to maintain status of MPO, RTPO, and receive Federal and State funding.



**Fund Resources Arising From Cash Transactions  
(Detailed)  
As of December 31, 2015**

	Budget	Actual
<b>Fund Balance - Beginning of Period</b>	<b>\$982,386.00</b>	<b>\$982,386.19</b>
<b>Revenues</b>		
<b>Assessments</b>	<b>\$585,327.00</b>	<b>\$585,327.00</b>
<b>Charges for Services</b>	<b>370,485.00</b>	<b>305,142.98</b>
<b>Grants</b>	<b>2,320,500.00</b>	<b>2,242,814.84</b>
<b>Miscellaneous</b>	<b>18,000.00</b>	<b>25,429.20</b>
<b>Total Revenues</b>	<b>\$3,294,312.00</b>	<b>\$3,158,714.02</b>
<b>Total Fund Balance and Revenues</b>	<b>\$4,276,698.00</b>	<b>\$4,141,100.21</b>
<b>Expenditures</b>		
<b>Planning and Community Development</b>		
<b>Salaries and Wages</b>	<b>\$1,401,000.00</b>	<b>\$1,329,911.80</b>
<b>Personnel Benefits</b>	<b>572,750.00</b>	<b>507,331.28</b>
<b>Supplies</b>	<b>75,000.00</b>	<b>48,257.35</b>
<b>Services and Charges</b>	<b>1,821,094.00</b>	<b>1,362,646.89</b>
<b>Vehicle</b>	<b>42,500.00</b>	<b>962.51</b>
<b>Capital Outlay</b>	<b>60,000.00</b>	<b>480.30</b>
<b>Reserve</b>	<b>304,354.00</b>	<b>0.00</b>
<b>Total Operating Expenditures</b>	<b>\$4,276,698.00</b>	<b>\$3,249,590.13</b>
<b>Excess (Deficit ) of Revenues over Expenditures</b>		<b>-\$90,876.11</b>
<b>Fund Balance - End of Period</b>	<b>\$891,510.08</b>	<b>\$891,510.08</b>

**THURSTON REGIONAL PLANNING COUNCIL  
REVENUE REPORT**

As of December 31, 2015

REVENUE SOURCE	BUDGETED	RECEIVED	OUTSTANDING	OVER (UNDER)
Beginning Fund Balance	982,386.00	982,386.19		0.19
<b>GRANTS</b>				
FHWA - PL - Regional Transportation Planning	368,000.00	272,995.04	46,657.49	-48,347.47
FHWA - STP- Regional Transportation Planning	905,000.00	944,956.69	0.00	39,956.69
FTA - Regional Transportation Planning	50,000.00	48,174.99	0.00	-1,825.01
FTA Rural and Tribal Transportation (Jan - June)	273,000.00	356,319.61	0.00	83,319.61
FTA Rural and Tribal Transportation (July - Dec)	220,000.00	109,726.64	0.00	-110,273.36
DOT - RTPO - Regional Transportation Planning	75,000.00	114,328.07	0.00	39,328.07
DOT - CTR Program Coordination (Jan - June)	166,500.00	166,229.03	0.00	-270.97
DOT - CTR Program Coordination (July - Dec)	85,000.00	70,140.11	0.00	-14,859.89
Main Street 507 (FHWA Grant)	71,000.00	48,258.35	0.00	-22,741.65
HUD Community Challenge Grant	53,000.00	52,940.02	0.00	-59.98
JBLM/I-5 Congestion Action Plan	25,000.00	24,536.62	0.00	-463.38
Human Services Transportation Plan	27,000.00	26,721.06	0.00	-278.94
Climate Adaptation Plan	2,000.00	7,488.61	0.00	5,488.61
<b>TOTAL GRANTS</b>	<b>2,320,500.00</b>	<b>2,242,814.84</b>	<b>46,657.49</b>	<b>-31,027.67</b>
<b>CONTRACTS</b>				
City of Olympia (Historic Database)	510.00	508.27	0.00	-1.73
City of Olympia (GIS)	1,650.00	1,627.33	0.00	-22.67
EPA Watershed Grant	51,500.00	51,237.80	0.00	-262.20
Rainier Planning	23,000.00	20,380.70	0.00	-2,619.30
Tenino Planning	26,000.00	21,141.45	0.00	-4,858.55
Thurston County HCP AA	0.00	0.00	0.00	0.00
Port of Olympia Real Estate Plan	46,000.00	35,159.94	1,149.39	-9,690.67
TC LID Planning	121,525.00	96,861.44	3,263.73	-21,399.83
EDC Web Mapping	0.00	0.00	0.00	0.00
TC Hazard Mitigation Plan	30,000.00	21,911.85	15,291.41	7,203.26
Bucoda GMA	4,400.00	4,331.07	0.00	-68.93
Rainier GMA	3,700.00	3,624.98	0.00	-75.02
Tenino GMA	4,200.00	4,182.42	0.00	-17.58
Deschutes Land Use Planning	50,000.00	44,080.69	5,548.87	-370.44
Thurston County Medic One	8,000.00	0.00	0.00	-8,000.00
OPW Concurrency	0.00	95.04	0.00	95.04
<b>TOTAL CONTRACTS</b>	<b>370,485.00</b>	<b>305,142.98</b>	<b>25,253.40</b>	<b>-40,088.62</b>

**THURSTON REGIONAL PLANNING COUNCIL  
REVENUE REPORT**

As of December 31, 2015

REVENUE SOURCE	BUDGETED	RECEIVED	OUTSTANDING	OVER (UNDER)
<b>ASSESSMENTS</b>				
Thurston County	200,903.00	200,903.00	0.00	0.00
City of Olympia	101,930.00	101,930.00	0.00	0.00
City of Lacey	93,003.00	93,003.00	0.00	0.00
City of Tumwater	38,580.00	38,580.00	0.00	0.00
City of Tenino	1,770.00	1,770.00	0.00	0.00
City of Yelm	16,243.00	16,243.00	0.00	0.00
City of Rainier	1,898.00	1,898.00	0.00	0.00
Town of Bucoda	700.00	700.00	0.00	0.00
North Thurston Pulic Schools	7,154.00	7,154.00	0.00	0.00
Olympia School District	4,581.00	4,581.00	0.00	0.00
Intercity Transit	37,008.00	37,008.00	0.00	0.00
LOTT Alliance	37,008.00	37,008.00	0.00	0.00
Confederated Tribes of the Chehalis Reservation	917.00	917.00	0.00	0.00
Nisqually Indian Tribe	791.00	791.00	0.00	0.00
Timberland Regional Library	1,000.00	1,000.00	0.00	0.00
Thurston PUD	1,833.00	1,833.00	0.00	0.00
Puget Sound Regional Council	1,000.00	1,000.00	0.00	0.00
The Evergreen State College	1,000.00	1,000.00	0.00	0.00
Lacey Fire District #3	1,000.00	1,000.00	0.00	0.00
Economic Development Council Thurston County	0.00	0.00	1,000.00	1,000.00
Port of Olympia	37,008.00	37,008.00	0.00	0.00
<b>TOTAL ASSESSMENTS</b>	<b>585,327.00</b>	<b>585,327.00</b>	<b>1,000.00</b>	<b>1,000.00</b>
Miscellaneous	18,000.00	18,293.24	0.00	293.24
Investment Interest		7,135.96		7,135.96
<b>TOTAL REVENUE</b>	<b>4,276,698.00</b>	<b>4,141,100.21</b>	<b>72,910.89</b>	<b>-62,686.90</b>
<b>TOTAL ADJUSTED REVENUE</b>		<b>4,141,100.21</b>		

**THURSTON REGIONAL PLANNING COUNCIL  
EXPENDITURES  
As of December 31, 2015**

	<b>BUDGETED</b>	<b>EXPENDED</b>	<b>BALANCE</b>
<b>Personnel Services</b>			
Salaries & Wages	1,401,000.00	1,329,911.80	71,088.20
Vacation Pay	50,000.00	18,801.57	31,198.43
Overtime	500.00	0.00	500.00
Extra Help	16,000.00	5,880.00	10,120.00
Social Security	112,250.00	101,965.32	10,284.68
Retirement	136,000.00	145,653.65	-9,653.65
Med./Dental/Life/Vision	247,000.00	225,362.70	21,637.30
Industrial Insurance	5,500.00	5,220.63	279.37
Unempl. Compensation	5,500.00	4,447.41	1,052.59
<b>Subtotal</b>	<b>1,973,750.00</b>	<b>1,837,243.08</b>	<b>136,506.92</b>
<b>Supplies</b>			
Office Supplies	25,000.00	20,853.54	4,146.46
Minor Equipment	50,000.00	27,403.81	22,596.19
<b>Subtotal</b>	<b>75,000.00</b>	<b>48,257.35</b>	<b>26,742.65</b>
<b>Other Services &amp; Charges</b>			
Professional Services	175,000.00	57,665.58	117,334.42
Prof. Services - Temporary/Recording	33,000.00	24,033.90	8,966.10
Professional Services - Non Traditional Transportation	564,000.00	465,870.57	98,129.43
Professional Services - Transportation	353,000.00	276,291.34	76,708.66
Professional Services - CTR Program Coordination	10,000.00	7,500.00	2,500.00
Professional Services - HUD Community Challenge Grant	5,000.00	5,044.00	-44.00
Professional Services - Main Street	57,000.00	21,853.02	35,146.98
Professional Services - Economic Development (Port of Olym	3,300.00	2,860.00	440.00
Legal Services	11,000.00	0.00	11,000.00
Communications / Postage	27,000.00	25,280.67	1,719.33
Travel	22,000.00	14,922.50	7,077.50
Advertising	11,000.00	8,766.78	2,233.22
Office Rental	275,000.00	238,281.85	36,718.15
Equipment Rental	1,000.00	312.36	687.64
Copier Lease	16,000.00	14,874.12	1,125.88
Insurance	25,000.00	23,572.00	1,428.00
Repairs and Maintenance	137,000.00	115,839.80	21,160.20
Dues	14,000.00	13,448.70	551.30
State Audit	12,000.00	10,632.00	1,368.00
Conference/Training	17,000.00	5,549.81	11,450.19
Printing	27,000.00	10,342.45	16,657.55
Subscriptions	6,935.00	846.48	6,088.52
<b>SUBTOTAL OTHER SERVICES AND CHARGES</b>	<b>1,802,235.00</b>	<b>1,343,787.93</b>	<b>458,447.07</b>

<b>Intergovernmental Services</b>			
Prof Svcs- T. C. Central Svc	4,752.00	4,752.00	0.00
Prof Svcs- T. C. Auditor	14,107.00	14,106.96	0.04
<b>Subtotal</b>	<b>18,859.00</b>	<b>18,858.96</b>	<b>0.04</b>
<b>Capital Outlay</b>			
Machinery and Equipment	60,000.00	480.30	59,519.70
<b>Subtotal</b>	<b>60,000.00</b>	<b>480.30</b>	<b>59,519.70</b>
Vehicle Supplies	100.00	0.00	100.00
Vehicle Fuel	1,500.00	827.39	672.61
Vehicle Insurance	100.00	0.00	100.00
Vehicle Repairs/Maintenance	800.00	135.12	664.88
Vehicle ER & R Machinery and Equipment	40,000.00	0.00	40,000.00
<b>Subtotal</b>	<b>42,500.00</b>	<b>962.51</b>	<b>41,537.49</b>
Reserve	304,354.00		304,354.00
<b>TOTAL EXPENDITURES</b>	<b>4,276,698.00</b>	<b>3,249,590.13</b>	<b>1,027,107.87</b>
<b>TOTAL ADJUSTED EXPENDITURES</b>	<b>4,276,698.00</b>	<b>3,249,590.13</b>	