



**MEMBERS:**

- City of Lacey
- City of Olympia
- City of Rainier
- City of Tenino
- City of Tumwater
- City of Yelm
- Confederated Tribes of the Chehalis Reservation
- Nisqually Indian Tribe
- Town of Bucoda
- Thurston County
- North Thurston Public Schools
- Olympia School District
- Intercity Transit
- LOTT Clean Water Alliance
- Port of Olympia
- PUD No. 1 of Thurston County

**ASSOCIATE MEMBERS:**

- Lacey Fire District #3
- Puget Sound Regional Council
- The Evergreen State College
- Thurston Economic Development Council
- Timberland Regional Library

**MEMORANDUM**

TO: Thurston Regional Planning Council

FROM: Jared Burbidge, Deputy Director *JB*

DATE: October 28, 2016

SUBJECT: Budget Amendment (TRPC Resolution 2016-05)

Program Area	Mission Statement
MPO/RTPO	
X Core Services	
Contract Services	
Grant Services	

**PURPOSE**

Amendment of the 2016 Thurston Regional Planning Council (TRPC) consolidated budget.

**Summary:**

- At the beginning of each annual budget cycle, staff estimate projected revenues from federal and state grants, consultant contracts, and other sources. Actual revenues can vary throughout the year due to a number of factors such as project delays, extended contract negotiations, state and federal fiscal restraints, and new projects and revenue sources that become available.
- As these changes to revenues and expenditures occur during the year, we have an opportunity to amend the budget to accurately reflect the actual revenues and expenditures.
- Although there is no limit to the number of budget amendments we can conduct throughout the year, we historically have only done one in the late fall. This timing ensures that we have closed both the state and federal fiscal years, and have a more accurate estimate of projects and revenue sources.
- This amendment decreases the budget by \$343,531. The total amended budget is \$3,888,499.

**REQUESTED ACTION**

Approve Resolution 2016-05 amending the 2016 Thurston Regional Planning Council Budget.

79:ss

Attachments



Veena Tabbutt  
Interim Executive Director

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**THURSTON REGIONAL PLANNING COUNCIL  
CONSOLIDATED BUDGET  
2016**

**Attachment A  
10/28/2016**

<u><b>EXPENDITURES</b></u>	<u>Approved</u>	<u>Amended</u>
<b>PERSONNEL</b>		
510000 Z100 Salaries and Wages	1,392,000	1,310,000
510000 Z101 Accrued Vacation	50,000	50,000
515000 Z100 Overtime	500	500
516000 Z100 Extra Help	16,000	19,000
	<u>1,458,500</u>	<u>1,379,500</u>
 <b>PERSONNEL BENEFITS</b>		
521000 Z100 Social Security	112,000	105,000
522000 Z100 Retirement	163,000	125,000
523000 Z100 Medical/Dental/Life/Vision	250,500	220,000
524000 Z100 Industrial Insurance	5,650	4,500
525000 Z100 Unemployment Compensation	5,200	4,200
	<u>536,350</u>	<u>458,700</u>
 SUBTOTAL SALARIES, WAGES & BENEFITS	 <b>1,994,850</b>	 <b>1,838,200</b>
 <b>SUPPLIES</b>		
531000 Z100 Office Supplies	29,587	27,706
535000 Z102 Minor Equipment	50,000	10,000
	<u>79,587</u>	<u>37,706</u>
 SUBTOTAL SUPPLIES	 <b>79,587</b>	 <b>37,706</b>

**THURSTON REGIONAL PLANNING COUNCIL  
CONSOLIDATED BUDGET  
2016**

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10/28/2016**

**OTHER SERVICES AND CHARGES**

	Approved	Amended
541000 Z103 Professional Services (Non-specified)	275,000	170,000
541000 Z104 Prof. Services - Temporary/Recording	15,000	15,000
541000 Z112 Professional Services - Rural and Tribal Transportation	550,000	550,000
541000 Z114 Professional Services - Transportation	175,000	175,000
541000 Z119 Professional Services - CTR Program Coordination	10,000	10,000
541000 Z128 Professional Services - Main Street 507	4,250	4,250
541000 Z129 Professional Services - Climate Adaptation Plan	30,000	30,000
541007 Z103 Legal Services	10,000	10,000
542000 Z100 Communications / Postage	35,000	35,000
543000 Z100 Travel	20,000	20,000
541000 Z100 Advertising	15,000	15,000
545000 Z150 Office Rental	290,000	290,000
545000 Z151 Equipment Rental	5,000	5,000
545000 Z152 Copier Lease	20,000	20,000
546000 Z100 Insurance	20,855	20,855
548000 Z100 Repairs and Maintenance	125,000	125,000
549000 Z160 Dues	15,000	15,000
549000 Z161 State Audit	15,000	15,000
549000 Z162 Conference/Training	20,000	20,000
549000 Z163 Printing	15,000	15,000
549000 Z164 Subscriptions	5,000	5,000

**SUBTOTAL OTHER SERVICES AND CHARGES**

**1,670,105**

**1,565,105**

**INTERGOVERNMENTAL SERVICES**

551000 Z170 Thurston County Central Services	3,549	3,549
551000 Z173 Thurston County Auditor	14,338	14,338

**SUBTOTAL INTERGOVERNMENTAL SERVICES**

**17,887**

**17,887**

**CAPITAL OUTLAY**

564000 Z100 Machinery and Equipment/Software	60,000	20,000
<b>SUBTOTAL CAPITAL OUTLAY</b>	<b>60,000</b>	<b>20,000</b>

531000 Z130 Vehicle Supplies	100	100
532000 Z130 Vehicle Fuel	1,000	1,000
548000 Z130 Vehicle Repairs/Maintenance	500	500
564000 Z130 Vehicle ER&R Machinery & Equipment	40,000	40,000
	<b>41,600</b>	<b>41,600</b>

**RESERVE (ESTIMATE)**

**368,001**

**368,001**

**TOTAL EXPENDITURES**

**4,232,030**

**3,888,499**

**THURSTON REGIONAL PLANNING COUNCIL  
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**REVENUE**

	Approved	Amended
BEGINNING FUND BALANCE (ESTIMATE)	<b>892,832</b>	<b>891,510</b>
386000 Z116 <b>FEDERAL &amp; STATE GRANT REVENUE</b>		
DOT RTPO - Regional Transportation Planning	80,600	65,000
FHWA PL - Regional Transportation Planning	383,000	333,000
FTA - Regional Transportation Planning	121,000	88,000
FHWA STP-Planning - Regional Transportation Planning	673,650	620,000
FTA Rural/Tribal Non-Traditional Transportation	676,500	564,000
DOT-CTR Program Coordination	191,987	180,000
Main Street 507 (FHWA Grant)	10,000	8,800
Department of Commerce - Climate Adaptation Plan	125,000	76,000
JBLM/I-5 Congestion	65,000	36,000
<b>TOTAL FEDERAL AND STATE GRANT REVENUE</b>	<b>2,326,737</b>	<b>1,970,800</b>
338580 Z198 <b>CHARGES FOR SERVICES</b>		
City of Olympia (Historic Database)	1,000	0
City of Olympia (GIS)	10,000	2,000
Capitol Way Dynamic Modeling	40,000	10,000
Olympia Public Works Concurrency	27,000	27,000
Rainier Planning	32,600	32,600
Tenino Planning	26,672	26,672
Thurston County HCP AA	14,200	300
Thurston County LID Planning	102,575	102,575
Thurston County Hazard Mitigation Plan	17,200	32,000
Thurston County Medic One	13,300	13,550
Thurston County Transportation Comp Plan	25,000	2,000
Thurston County Dynamic Modeling	20,000	27,000
Deschutes Land Use Planning	58,450	65,000
Port of Olympia Real Estate Plan - Tumwater	23,500	23,500
EDC Web Mapping	3,000	0
Rainier, Tenino and Bucoda Comp Plans	0	13,500
Lacey GIS Services	0	10,000
Lewis County Transportation Model	0	32,000
<b>TOTAL SERVICES</b>	<b>414,497</b>	<b>419,697</b>

**THURSTON REGIONAL PLANNING COUNCIL  
CONSOLIDATED BUDGET  
2016**

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	Approved	Amended
<b>338580 Z199 INTERGOVERNMENTAL ASSESSMENTS</b>		
Thurston County	201,812	201,812
City of Olympia	104,700	104,700
City of Lacey	94,439	94,439
City of Tumwater	39,196	39,196
City of Tenino	1,775	1,775
City of Yelm	16,756	16,756
City of Rainier	1,929	1,929
Town of Bucoda	700	700
North Thurston Public Schools	7,350	7,350
Olympia School District	4,768	4,768
Intercity Transit	37,489	37,489
LOTT Alliance	37,489	37,489
Confederated Tribes Chehalis Reservation	938	938
Nisqually Indian Tribe	805	805
Timberland Regional Library	1,000	1,000
Thurston PUD	1,829	1,857
Puget Sound Regional Council	1,000	1,000
The Evergreen State College	1,000	1,000
Lacey Fire District #3	1,000	1,000
Economic Development Council Thurston County	1,000	1,000
Port of Olympia	37,489	37,489
	<b>594,464</b>	<b>594,492</b>
<b>TOTAL ASSESSMENTS</b>		
<b>369900 MISCELLANEOUS REVENUE</b>	<b>3,500</b>	<b>12,000</b>
<b>TOTAL REVENUE</b>	<b>4,232,030</b>	<b>3,888,499</b>