

City of Tukwila

2006 BUDGET

*Adopted December 5, 2005
By Ordinance No. 2109*



City of Tukwila

6200 Southcenter Boulevard • Tukwila, Washington 98188

Steven M. Mullet, Mayor

October 3, 2005

TO THE TUKWILA CITY COUNCIL AND CITIZENS

I am pleased to transmit, for the Council's consideration, a balanced budget for 2006. The 2006-2011 Financial Planning Model and Capital Improvement Program accompany the budget. The proposed budget reflects the 2006 portion of the Six-Year Plan.

We have attempted to hold the budget growth to a 4% increase for the General Fund operations. Because of the increase in the employer retirement contributions for the Public Employee Retirement System (PERS) and Law Enforcement Officers and Fire Fighters (LEOFF), continued increased cost for healthcare coverage and critical unmet service delivery issues, the 2006 Proposed Budget increase is approximately 5.2% over 2005. Also, as noted in the Financial Planning Model, it is expected that increases for 2006-2011 will exceed the 4% goal in order to meet existing service delivery expectations.

Some of the proposed changes from 2005 concerning staffing are noted below:

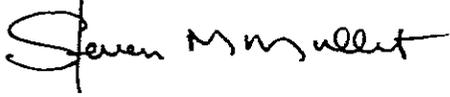
- A .5 FTE Probation Work Coordinator is created in the Municipal Court. This position will oversee and coordinate a probation work crew.
- A .5 FTE increase in Code Enforcement Officer. This addition brings the total Code Enforcement Officer position to 2.0 FTE.
- A 1.0 FTE Volunteer/Project Coordinator is added to the budget. This position will shepherd a number of City activities and coordinate the volunteer program.
- A 1.0 FTE is added to Administrative Services. The Records Management Technician position will increase from .5 FTE to 1.0 FTE. In addition, the Administrative Support Coordinator position will increase from .5 FTE to 1.0 FTE and be reclassified as a Web Technician/Help Desk Technician. These additions are proposed to counter the burgeoning impact of technology in our workplace.

Final carryover amounts will be reflected in the budget errata package in late November or early December.

Attached to this letter is a summary of General Fund expenditures by type. The major expenditure item continues to be salaries and benefits, which account for 72.6% of the General Fund commitment.

I look forward to the ensuing discussions on this proposed budget. Again, allow me to express my appreciation for your early and active involvement in the creation of this document.

Sincerely,

A handwritten signature in black ink that reads "Steven M. Mullet". The signature is written in a cursive style with a large initial 'S' and a distinct 'M'.

Steven M. Mullet
Mayor

CITY OF TUKWILA

2006 BUDGET

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City of Tukwila

Washington

Ordinance No. 2109

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TUKWILA, WASHINGTON, ADOPTING THE ANNUAL BUDGET OF THE CITY OF TUKWILA FOR THE FISCAL YEAR 2006; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the preliminary budget of the City of Tukwila for the year was timely submitted to the City Council; and

WHEREAS, a public hearing on the proposed budget was advertised and held on November 21, 2005;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF TUKWILA, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. The budget on file with the City Clerk entitled "City of Tukwila Budget, 2006," is hereby adopted by reference as though fully set forth in accordance with RCW 35A.33.075.

Section 2. The totals of the estimated revenues and appropriations for each separate fund, and the aggregate totals are as follows:

FUND	EXPENDITURES	REVENUES
000 General	\$45,538,544	\$45,538,544
101 Hotel/Motel Tax	1,525,189	1,525,189
103 City Street	663,827	663,827
104 Arterial Street	21,913,000	21,913,000
105 Contingency	798,364	798,364
107 Fire Equipment Cumulative Reserve	793,721	793,721
207 Limited Tax G.O. Bonds, 1999	973,403	973,403
208 Limited Tax G.O. Bonds, 2000	402,358	402,358
209 Limited Tax G.O. Bonds, 2003	565,221	565,221
210 Limited Tax G.O. Refunding Bonds, 2003	702,254	702,254
301 Land Acquisition, Recreation & Park Developmt.	3,654,999	3,654,999
302 Facility Replacement	5,963,244	5,963,244
303 General Government Improvements	1,800,936	1,800,936
401 Water	11,042,333	11,042,333
402 Sewer	9,480,498	9,480,498
404 Water/Sewer Revenue Bonds	690,054	690,054
405 Bond Reserve	577,587	577,587
411 Foster Golf Course	2,213,059	2,213,059
412 Surface Water	7,526,396	7,526,396
501 Equipment Rental	5,309,801	5,309,801
502 Insurance Fund	4,082,105	4,082,105
503 Insurance - LEOFF 1 Fund	1,074,504	1,074,504
611 Firemen's Pension	1,385,595	1,385,595
TOTAL ALL FUNDS COMBINED	\$128,676,992	\$128,676,992

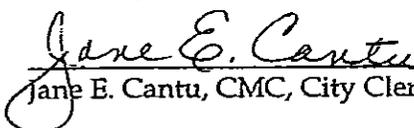
Section 3. A complete copy of the final budget for 2006, as adopted, together with a copy of this adopting ordinance shall be transmitted by the City Clerk to the Division of Municipal Corporations of the Office of the State Auditor and to the Association of Washington Cities.

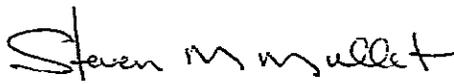
Section 4. Severability. If any section, subsection, paragraph, sentence, clause or phrase of this ordinance or its application to any person or situation should be held to be invalid or unconstitutional for any reason by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of the remaining portions of this ordinance or its application to any other person or situation.

Section 5. Effective Date. This ordinance or a summary thereof shall be published in the official newspaper of the City, and shall take effect and be in full force and effect five (5) days after passage and publication as provided by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF TUKWILA, WASHINGTON, at a Regular Meeting thereof this 5th day of December, 2005

ATTEST/AUTHENTICATED:


Jane E. Cantu, CMC, City Clerk


Steven M. Mullet, Mayor

APPROVED AS TO FORM BY:


Office of the City Attorney

Filed with the City Clerk. 12-1-05
Passed by the City Council. 12-5-05
Published. 12-9-05
Effective Date. 12-14-05
Ordinance Number: 2109

SUMMARY OF ORDINANCE
No. 2109

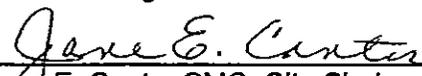
City of Tukwila, Washington

On December 5, 2005, the City Council of the City of Tukwila, Washington, adopted Ordinance No. 2109, the main points of which are summarized by its title as follows:

An ordinance of the City Council of the City of Tukwila, Washington, adopting the Annual Budget of the City of Tukwila for the fiscal year 2006; providing for severability; and establishing an effective date.

The full text of this ordinance will be mailed upon request.

Approved by the City Council at their Special Meeting of December 5, 2005.


Jane E. Cantu, CMC, City Clerk

Published Seattle Times: December 9, 2005 

**CITY OF TUKWILA
WASHINGTON
ADOPTED ANNUAL BUDGET
2006**

Elected Officials

MAYOR: Steven M. Mullet

COUNCIL: Joe H. Duffie
Joan Hernandez
Pam Carter
Jim Haggerton
Pamela Linder
Dennis Robertson
Dave Fenton

POPULATION: 17,110

ASSESSED VALUATION: \$3,527,151,613

Property Tax Rate per \$1,000 Assessed Valuation:

General \$3.10000

Property Tax/Sales Tax Distribution by Fund:

<u>Fund</u>	<u>Property Tax Amount</u>	<u>Sales Tax Amount</u>
General (000)	\$ 10,660,000	\$ 11,667,000
Arterial Street (104)	0	2,500,000
Limited Tax G.O. Bonds, 1999 (207)	0	530,000
Limited Tax G.O. Bonds, 2000 (208)	0	250,000
Limited Tax G.O. Bonds, 2003 (209)	0	250,000
Limited Tax G.O. Refunding Bonds, 2003 (210)	0	375,000
Land Acquisition, Parks & Rec. (301)	0	200,000
Facility Replacement (302)	130,000	0
General Government Improvements (303)	0	300,000
Foster Golf Course (411)	<u>0</u>	<u>602,000</u>
TOTALS:	<u>\$ 10,790,000</u>	<u>\$ 16,674,000</u>

**CITY OF TUKWILA
2006 ANNUAL BUDGET
REVENUE NARRATIVE**

BASIC SUB	ELE-MENT	DESCRIPTION	2005 BUDGET	2005 REVENUE	2006 BUDGET
000		GENERAL FUND			
291	740	<i>Estimated Beginning Unreserved Fund Balance</i>	\$ 9,409,000	\$ 9,409,000	\$ 7,990,646
310	000	Taxes			
311	100	Real & Personal Property Tax	10,400,000	10,400,000	10,660,000
313	100	Local Retail Sales & Use Tax	10,100,000	10,100,000	11,667,000
313	600	Natural Gas Use Tax	30,000	300,000	30,900
313	710	Local Sales Tax - Criminal Justice	340,000	440,000	340,000
316	200	Admissions Tax	260,000	270,000	270,400
316	410	Electric Utility Tax	940,000	940,000	968,200
316	430	Gas Utility Tax	325,000	415,000	334,750
316	460	Cable Utility Tax	150,000	150,000	154,500
316	470	Telephone Utility Tax	1,560,000	1,184,000	1,606,800
317	200	Leasehold Excise Tax	85,000	85,000	88,400
317	500	Gambling Excise Taxes	2,300,000	2,545,000	2,300,000
319	801	Penalties/Gambling Taxes	10,000	10,000	10,000
		<i>Total Taxes</i>	\$ 26,500,000	\$ 26,839,000	\$ 28,430,950
320	000	Licenses and Permits			
321	300	Special Fire Permits	50,000	50,000	55,000
321	700	Amusements	15,000	15,000	15,000
321	800	Penalties/Business Licenses	10,000	10,000	10,000
321	900	Other Business Licenses/Permits	175,000	175,000	175,000
321	910	Franchise Fees	110,000	130,000	150,000
322	100	Buildings/Structures/Equipment	550,000	550,000	550,000
322	000	Other Non-Business Lic./Permits	1,000	1,000	1,000
329	000	Interfund Licenses and Permits	1,000	1,000	1,000
		<i>Total Licenses and Permits</i>	\$ 912,000	\$ 932,000	\$ 957,000
330	000	Intergovernmental Revenue			
331	970	.01 Fed Grant - Assistance to Firefighters	84,000	84,000	0
333	140	20.01 Nutrition/Sr. Day Care-CDBG	30,274	30,274	30,000
333	140	20.10 Housing Needs Assessment Plan	1,914	1,914	0
333	160	50.79 State & Local Narc. Control Assist.	25,000	25,000	0
333	200	.22 Fed Grant - Longacres Transit-Oriented Dev.	192,000	192,000	820,000
333	970	.02 Fed Grant - Homeland Security Fire	5,700	5,700	0
333	970	.03 VSRT Readiness - Police	75,700	75,700	80,000
333	970	.05 Fed UASI - Homeland Security	68,700	68,700	0
333	970	.06 Fed ODPFFY04 - Homeland Security	29,000	29,000	0
334	010	.31 State Grant NFIRS	7,000	7,000	18,000
334	030	.11 Coordinated Prevention Grant	0	0	9,624
334	030	.13 Shoreline Grant	0	0	65,000
334	030	.61 Commuter Trip Reduction Program	50,000	50,000	55,000
334	040	.24 GMA Grant - Commuter	0	0	35,000
335	000	.81 Mobile Home/Trailer & Cmp. Exc. Tax	1,000	1,000	0
336	060	.21 Criminal Justice Funding	30,000	30,000	30,000
336	060	.94 Liquor Excise Tax	65,000	65,000	67,245
336	060	.95 Liquor Board Profits	80,000	80,000	126,785
337	070	.02 King County Grant - WRR	30,000	30,000	38,174
337	070	.07.08 King County Grant Local Haz. Waste	15,000	15,000	15,000
337	080	.02 Seattle City Light Agreement	1,375,000	1,375,000	1,430,000
338	120	Court Costs	10,000	10,000	10,000
338	250	Emergency Medical Services	220,000	0	220,000
338	390	Dog & Cat Licensing	1,000	1,000	0
338	720	Library Services/Janitorial	10,000	10,000	10,000
		<i>Total Intergovernmental Revenue</i>	\$ 2,406,288	\$ 2,186,288	\$ 3,059,828

**CITY OF TUKWILA
2006 ANNUAL BUDGET
REVENUE NARRATIVE**

000 GENERAL FUND

Estimated Beginning Unreserved Fund Balance - Estimated cash on hand 01/01/06. Calculated by deducting all expenditures from all sources of revenue. Also, includes \$1,100,000 carryover from 2005 for designated ending fund balance (rainy day).

Real and Personal Property Tax - City is restricted from increasing the 2006 collections by Initiative 747 to the 1% growth allowed by law because the combined rate of \$3.60 per thousand has been reached. Also, new construction valuation has been added to the amount to be collected in 2006.

Local Retail Sales and Use Tax - The 2006 estimate is based on 2005 actual projections, and then allocated between funds.

Admissions Tax - Includes: Cabarets, theaters, etc. Budget is based on actuals from 2005.

Note: The Golf Course admissions tax will not be collected in 2005.

Gambling Excise Taxes - Includes City share of pulltab, cardroom, bingo, amusement games, raffles, etc.

Utility Taxes - The utility tax rate is 5% in 2006.

Other Business Licenses/Permits - Licenses for approximately 2,250 businesses.

Franchise Fees - Includes Olympic Pipeline, Comcast, etc.

Buildings/Structures/Equipment - Building permit fees, tenant improvements, sign permits, and grading.

Intergovernmental Revenues - Most of the estimates here are based on actuals from previous years and actual grants that are confirmed. Included in 2006, is the agreement with Seattle City Light which will generate \$1,430,000 in revenue (337 080).

Emergency Medical Services - Tukwila's share of EMS property tax levy collected county-wide. Based on calls for service.

**CITY OF TUKWILA
2006 ANNUAL BUDGET
REVENUE NARRATIVE**

BASIC SUB	ELE-MENT	DESCRIPTION	2005 BUDGET	2005 REVENUE	2006 BUDGET
000		GENERAL FUND - Cont.			
340	000	Charges for Services			
341	330	Municipal Court - Warrants	30,000	30,000	30,000
341	500	Sales of Maps & Publications	5,000	5,000	5,000
341	690	WP, Printing, and Dupl., Services	4,000	4,000	4,000
341	700	Sales of Merchandise	5,000	5,000	5,000
341	701	Senior Meal Program	18,000	18,000	20,000
341	900	Other General Government Services	3,000	3,000	3,000
341	960	Law/Fire Personnel Services (CS Fees)	7,000	7,000	0
341	990	Passport Fees	25,000	25,000	25,000
342	100	Law Enforcement Services	50,000	50,000	50,000
342	330	Adult Probation Service Charge	336,000	336,000	200,000
342	370	Booking Fees	15,000	15,000	15,000
342	400	Protective Inspection Fees	70,000	870,000	100,000
342	400	.01 Planning Inspection Fees	0	0	116,000
343	200	Engineering Services	20,000	20,000	5,000
344	100	Road Street-Maint./Repair	25,000	25,000	35,000
344	101	Pavement Mitigation Fees	20,000	20,000	20,000
345	810	Zoning & Subdivision Fees	30,000	30,000	40,000
345	830	Plan Checking Fees	1,270,000	470,000	870,000
345	831	SEPA Checklist Fees	10,000	10,000	10,000
345	890	.01 Southcenter Mall Special Fees	0	0	89,800
347	300	.02.03 Activity Fees - Recreation	100,000	100,000	104,000
347	300	.04.05 Activity Fees - Tukwila City Pool	80,000	80,000	83,200
347	600	Program Fees - Recreation	400,000	450,000	416,000
347	600	.13 Program Fees - Pool	83,000	83,000	86,320
		<i>Total Charges for Services</i>	\$ 2,606,000	\$ 2,656,000	\$ 2,332,320
350	000	Fines and Forfeits			
353	100	Traffic Infraction Penalties	65,000	65,000	65,000
354	000	Parking Infraction Penalties	10,000	10,000	10,000
355	200	Driving Under Influence Fines	2,000	2,000	1,000
355	800	Other Criminal Traffic Misdemeanor Fines	8,000	8,000	1,000
356	900	Other Criminal Non-Traffic Fines	2,000	2,000	2,000
357	000	Criminal Costs	70,000	10,000	30,000
359	900	Miscellaneous Fines (False Alarms)	25,000	25,000	10,000
		<i>Total Fines and Forfeits</i>	\$ 182,000	\$ 122,000	\$ 119,000
360	000	Miscellaneous Revenues			
361	110	Investment Interest	60,000	185,000	100,000
361	400	Interest on Receivables	40,000	40,000	41,600
362	400	.01 Facilities Rents (Short -Term) - TCC	210,000	210,000	218,400
362	400	.02 Facilities Rents (Short -Term) - Pool	35,000	35,000	36,400
362	501	Rents - 6300 Building	60,000	60,000	62,400
363	000	Insurance Premiums/Recoveries	1,000	1,000	1,000
367	000	Contributions Private Sources	15,000	15,000	15,000
369	200	Proceeds from Unclaimed Property	5,000	5,000	5,000
369	300	Confiscated and Forfeited Property	85,000	85,000	85,000
369	900	Other Revenue	20,000	20,000	30,000
		<i>Total Miscellaneous Revenues</i>	\$ 531,000	\$ 656,000	\$ 594,800
390	000	Other Financing Sources			
395	100	Proceeds from Sales of Capital Assets	5,000	5,000	5,000
397	190	Transfers-In: Administrative Services	1,970,000	1,970,000	2,049,000
		<i>Total Other Financing Sources</i>	\$ 1,975,000	\$ 1,975,000	\$ 2,054,000
		TOTAL GENERAL FUND	\$ 44,521,288	\$ 44,775,288	\$ 45,538,544

**CITY OF TUKWILA
2006 ANNUAL BUDGET
REVENUE NARRATIVE**

000 GENERAL FUND CONTD.

Municipal Court Warrants - Collections on old forfeitures.

Plan Checking Fees - Preliminary reviews of plans prior to permits being issued.

Activity Fees - Recreation - Fees for workout gym, racketball, etc.

Program Fees - Recreation - These are the class and team fees paid for Recreation Department programs, activities, and events.

Fines and Forfeits - Amounts have been reduced from prior year budgets to reflect actuals in 2005.

Interest on Receivables - This includes \$41,600 in interest from the State for delays in sales tax distributions.

Facility Rents (Short Term) - Rentals of the Community Center by groups using rooms, kitchen facilities, and ballfield and picnic shelter reservation fees.

Rents - 6300 Building - This revenue has decreased as the City occupies more of the building.

Confiscated and Forfeited Property - These are drug seizures and other confiscations which become the assets of the City. Revenues are restricted as to use.

Transfers-In: Administrative Services - Includes General Fund contributions from the following funds:
City Street (\$151,816); Arterial Street (\$506,463); Water (\$481,468); Sewer (\$395,214);
Surface Water (\$297,686); Foster Golf Course (\$10,244); Land Acq., Rec. & Park (\$47,942);
and Equipment Rental (\$158,167).

**CITY OF TUKWILA
2006 ANNUAL BUDGET
REVENUE NARRATIVE**

BASIC SUB	ELE-MENT	DESCRIPTION	2005 BUDGET	2005 REVENUE	2006 BUDGET
101		HOTEL/MOTEL TAX			
291	740	<i>Estimated Beginning Unreserved Fund Balance</i>	\$ 552,000	\$ 552,000	\$ 628,189
313	300	Hotel/Motel Tax	375,000	400,000	420,000
338	570	SeaTac Costs	364,000	364,000	364,000
338	571	Kent Costs	100,000	100,000	100,000
361	110	Investment Interest	8,000	12,000	8,000
369	900	Miscellaneous	5,000	8,000	5,000
		TOTAL HOTEL/MOTEL TAX	\$ 1,404,000	\$ 1,436,000	\$ 1,525,189

103		CITY STREET			
291	740	<i>Estimated Beginning Unreserved Fund Balance</i>	\$ 751,000	\$ 751,000	\$ 378,827
330	000	Intergovernmental Revenue			
336	000	.87 Motor Vehicle Fuel Tax - Street	235,000	235,000	275,000
		<i>Total Intergovernmental Revenue</i>	\$ 235,000	\$ 235,000	\$ 275,000
360	000	Miscellaneous Revenues			
361	110	Investment Interest	4,000	19,000	10,000
		<i>Total Miscellaneous Revenues</i>	\$ 4,000	\$ 19,000	\$ 10,000
397	000	Transfers-In			
397	380	Transfers-In - 403 Fund	0	0	0
		<i>Total Transfers-In</i>	\$ 0	\$ 0	\$ 0
		TOTAL CITY STREET	\$ 990,000	\$ 1,005,000	\$ 663,827

**CITY OF TUKWILA
2006 ANNUAL BUDGET
REVENUE NARRATIVE**

101 HOTEL/MOTEL TAX

Hotel/Motel Tax - 2006 revenue reflects the SeaTac/Tukwila joint marketing effort. The City of Kent is an associate member and is contributing \$100,000 in 2006.

103 CITY STREET

Estimated Beginning Unreserved Fund Balance - Reflects carryover of capital projects.

Motor Vehicle Fuel Tax - Street - This revenue is allocated by the State based on population and is available for street capital.

**CITY OF TUKWILA
2006 ANNUAL BUDGET
REVENUE NARRATIVE**

BASIC SUB	ELE-MENT	DESCRIPTION	2005 BUDGET	2005 REVENUE	2006 BUDGET
104		ARTERIAL STREET			
291	740	Estimated Beginning Unreserved Fund Balance	\$ 4,975,000	\$ 4,975,000	\$ 4,239,000
310	000	Taxes			
313	100	Local Retail Sales & Use Tax	3,000,000	3,000,000	2,500,000
316	300	Parking Tax	175,000	175,000	175,000
317	350	REET 2 - Second Quarter Per Cent	350,000	350,000	350,000
		<i>Total Taxes</i>	<i>\$ 3,525,000</i>	<i>\$ 3,525,000</i>	<i>\$ 3,025,000</i>
330	000	Intergovernmental Revenue			
333	200	.26 Fed. Grant - Green River Valley Signal	167,000	139,000	22,000
333	202	.21 Fed. Grant - TIB PH II (116 - 132)	0	0	2,040,000
333	202	.27 Fed. Grant - S. 144th (42nd - Military Rd.)	1,016,000	500,000	0
333	202	.28 Fed. Grant - S/C Pkwy (S 180th St. - S. 200th)	277,000	273,000	0
333	202	.29 Fed. Grant - Traffic Signal Interconnect	190,000	180,000	1,531,000
333	203	.21 Fed. Grant - Interurban S. (S. 143rd - FDW)	396,000	308,000	260,000
333	203	.22 Fed. Grant - BAR/EMW Intersection	0	0	100,000
333	203	.23 Fed. Grant - TIB PH III (132 - 138)	0	0	2,980,000
333	203	.24 Fed. Grant - Tukwila Urban Center ACC Klick	0	0	1,950,000
333	203	.25 Fed. Grant - Tukwila Urban Center - Ped/Bic	0	0	200,000
334	030	.89 State Grant - TIB Phase I (138th - 152nd)	1,640,000	70,000	0
334	031	.81 State Grant - TIB Phase II (116 - 132)	4,276,000	557,000	2,400,000
334	031	.82 State Grant - S/C Pkwy (S 180th - SCL)	0	661,000	0
334	031	.83 State Grant - TIB Phase III (132nd - 138th)	0	0	0
334	031	.84 State Grant - S. 144th (TIB - Military)	0	0	586,000
336	000	.87 Motor Vehicle Fuel Tax - St. Imp.	110,000	110,000	130,000
		<i>Total Intergovernmental Revenue</i>	<i>\$ 8,072,000</i>	<i>\$ 2,798,000</i>	<i>\$ 12,199,000</i>
360	000	Miscellaneous Revenue			
361	110	Investment Interest	75,000	150,000	100,000
367	120	Contributions - Private Sources	525,000	55,000	2,350,000
		<i>Total Miscellaneous Revenues</i>	<i>\$ 600,000</i>	<i>\$ 205,000</i>	<i>\$ 2,450,000</i>
		TOTAL ARTERIAL STREET	\$ 17,172,000	\$ 11,503,000	\$ 21,913,000

105		CONTINGENCY FUND			
291	740	Estimated Beginning Unreserved Fund Balance	\$ 764,000	\$ 764,000	\$ 778,364
361	110	Investment Interest	20,000	20,000	20,000
		TOTAL CONTINGENCY FUND	\$ 784,000	\$ 784,000	\$ 798,364

**CITY OF TUKWILA
2006 ANNUAL BUDGET
REVENUE NARRATIVE**

104 ARTERIAL STREET

Estimated Beginning Unreserved Fund Balance - Includes funding for 2005 carryover capital projects.

316 300 - Parking Tax - Estimates are based on 2005 actuals.

317 350 - REET 2 - Second Quarter Per Cent - Tax added effective 12/1/98.

333/334/337 - Federal and State grants shown in 2006 are reflected in the 2006-2011 CIP

367 120 - Contributions - For the Klickitat (\$1,850,000) and Transit Center (\$500,000) Projects.

105 CONTINGENCY FUND

Estimated Beginning Unreserved Fund Balance - These funds are intended to be used only in the case of emergency.

**CITY OF TUKWILA
2006 ANNUAL BUDGET
REVENUE NARRATIVE**

BASIC SUB	ELE-MENT	DESCRIPTION	2005 BUDGET	2005 REVENUE	2006 BUDGET
107		FIRE EQUIPMENT CUMULATIVE RES.			
291	740	Estimated Beginning Unreserved Fund Balance	\$ 456,000	\$ 456,000	\$ 633,721
361	110	Investment Interest	3,000	28,000	10,000
367	110	Aid Car Donations	1,000	1,000	0
397	220	Transfers-In General Fund	150,000	150,000	150,000
		TOTAL FIRE EQUIP. CUMULATIVE RES.	\$ 610,000	\$ 635,000	\$ 793,721

207		LIMITED TAX G.O. BONDS, 1999			
291	740	Estimated Beginning Unreserved Fund Balance	\$ 386,000	\$ 386,000	\$ 433,403
313	100	Local Retail Sales & Use Tax	835,000	835,000	530,000
361	110	Investment Interest	5,000	8,000	10,000
		TOTAL LIMITED TAX G.O. BONDS, 1999	\$ 1,226,000	\$ 1,229,000	\$ 973,403

208		LIMITED TAX G.O. BONDS, 2000			
291	740	Estimated Beginning Unreserved Fund Balance	\$ 149,000	\$ 149,000	\$ 149,358
313	100	Local Retail Sales & Use Tax	0	0	250,000
338	280	Valley Com Contribution	250,000	250,000	0
361	100	Investment Interest	2,000	2,000	3,000
		TOTAL LIMITED TAX G.O. BONDS, 2000	\$ 401,000	\$ 401,000	\$ 402,358

209		LIMITED TAX G.O. BONDS, 2003			
291	740	Estimated Beginning Unreserved Fund Balance	\$ 214,000	\$ 214,000	\$ 311,221
313	100	Local Retail Sales & Use Tax	350,000	350,000	250,000
361	100	Investment Interest	2,000	4,500	4,000
		TOTAL LIMITED TAX G.O. BONDS, 2003	\$ 566,000	\$ 568,500	\$ 565,221

**CITY OF TUKWILA
2006 ANNUAL BUDGET
REVENUE NARRATIVE**

107 FIRE EQUIPMENT CUMULATIVE RES.

Transfers-In General Fund - Funds are received from the Fire Department budget each year for future fire equipment purchases. The annual amount is \$150,000 for 2006. This fund purchases replacement major fire equipment.

207 LIMITED TAX G.O. BONDS, 1999

Fund to pay debt service on \$10,000,000 bond issue in 1999 for 6300 Building and Tukwila Village funding.

208 LIMITED TAX G.O. BONDS, 2000

In 2004 and 2005, the debt service was paid with reserves at Valley-Com. The amount for 2006 will be paid with a distribution of sales tax revenues.

209 LIMITED TAX G.O. BONDS, 2003

This fund was created in 2003 to pay the general government's portion of debt service on the \$12,050,000 Bond issue of 2003.

**CITY OF TUKWILA
2006 ANNUAL BUDGET
REVENUE NARRATIVE**

BASIC SUB	ELE-MENT	DESCRIPTION	2005 BUDGET	2005 REVENUE	2006 BUDGET
210		LIMITED TAX G.O. REFUNDING BONDS, 2003			
291	740	Estimated Beginning Unreserved Fund Balance	\$ 285,000	\$ 285,000	\$ 322,254
313	100	Local Retail Sales & Use Tax	500,000	500,000	375,000
361	110	Investment Interest	3,000	6,000	5,000
		TOTAL LTD TAX G.O. REFUNDING BONDS, 2003	\$ 788,000	\$ 791,000	\$ 702,254

301		LAND ACQUISITION, REC. & PARK			
291	740	Estimated Beginning Unreserved Fund Balance	\$ 1,098,000	\$ 1,098,000	\$ 1,938,999
310	000	Taxes			
313	100	Local Retail Sales & Use Tax	585,000	585,000	200,000
317	200	Leasehold Excise Tax	2,000	2,000	2,000
317	340	REET 1 - First Quarter Per Cent	375,000	375,000	350,000
		<i>Total Taxes</i>	\$ 962,000	\$ 962,000	\$ 552,000
330	000	Intergovernmental Revenue			
334	020	.73 Fort Dent Park	0	0	400,000
337	070	.11 Codiga Farm Side Channel	0	0	25,000
337	070	.12 Tukwila City Pool	0	50,000	0
337	070	.13 Duwamish River Bend Hill Park	0	0	235,000
337	070	.14 WRIA 9 Watershed Planning	33,000	24,000	24,000
337	070	.15 57th Ave. S. Park Extension	75,000	0	75,000
		<i>Total Intergovernmental Revenue</i>	\$ 108,000	\$ 74,000	\$ 759,000
360	000	Miscellaneous Revenue			
361	110	Investment Interest	10,000	25,000	15,000
362	500	Facilities Leases (Long Term)	54,000	238,000	50,000
367	110	Gifts - Private Sources	0	0	75,000
367	120	Contributions - Private Sources	280,000	15,000	265,000
		<i>Total Miscellaneous Revenues</i>	\$ 344,000	\$ 278,000	\$ 405,000
		TOTAL LAND ACQUISITION, REC. & PARK	\$ 2,512,000	\$ 2,412,000	\$ 3,654,999

302		FACILITY REPLACEMENT			
291	740	Estimated Beginning Unreserved Fund Balance	\$ 2,002,000	\$ 2,002,000	\$ 2,267,744
311	100	Real & Personal Property Tax	130,000	130,000	130,000
317	200	Leasehold Excise Tax	0	0	500
361	110	Investment Interest	3,000	38,000	25,000
362	500	Facilities Leases (Long Term)	40,000	40,000	40,000
395	100	Proceeds from Sales of Capital Assets	3,500,000	0	3,500,000
		TOTAL FACILITY REPLACEMENT	\$ 5,675,000	\$ 2,210,000	\$ 5,963,244

**CITY OF TUKWILA
2006 ANNUAL BUDGET
REVENUE NARRATIVE**

210 LIMITED TAX G.O. REFUNDING BONDS, 2003

This fund was established in 2003 to replace the 201 Fund which was eliminated with the refunding bonds.

301 LAND ACQUISITION, REC. & PARK

Local Retail Sales & Use Tax - To support Capital Plan.

REET 1 - First Quarter Per Cent - Collected by King County when property in Tukwila is sold. Revenue is available for any park or open space project.

337.070 - Mitigation from Sound Transit for the Duwamish River Bend Hill Park.

302 FACILITY REPLACEMENT

Real and Personal Property Tax - Allocation for facilities.

Proceeds from Sales of Capital Assets - Potential sale of Tukwila Village land to developer.

**CITY OF TUKWILA
2006 ANNUAL BUDGET
REVENUE NARRATIVE**

BASIC SUB	ELE-MENT	DESCRIPTION	2005 BUDGET	2005 REVENUE	2006 BUDGET
303		GENERAL GOV. IMPROVEMENTS			
291	740	Estimated Beginning Unreserved Fund Balance	\$ 1,037,000	\$ 1,037,000	\$ 1,460,936
313	100	Local Retail Sales & Use Tax	500,000	500,000	300,000
333	140	.01 Minor Home Repair	20,000	20,000	20,000
361	110	Investment Interest	5,000	5,000	20,000
		TOTAL GENERAL GOV. IMPROVEMENTS	\$ 1,562,000	\$ 1,562,000	\$ 1,800,936

401		WATER FUND			
293	700	Estimated Beginning Working Capital	\$ 4,990,000	\$ 4,990,000	\$ 4,864,333
340	000	Charges for Services			
342	400	Protective Inspection Fees	1,000	1,000	1,000
343	401	Regular Mo. Chges & Misc. Water Usage	3,975,000	3,975,000	3,670,000
343	402	Meter Installations - Temporary	2,000	2,000	2,000
343	403	Repair Services	2,000	2,000	2,000
343	404	Sale of Material	2,000	2,000	2,000
343	405	Miscellaneous Charges	2,000	2,000	2,000
343	406	Shut Off Notice Service Charges	2,000	2,000	2,000
343	407	Reclaimed Water Charges	5,000	5,000	2,000
		<i>Total Charges for Services</i>	\$ 3,991,000	\$ 3,991,000	\$ 3,683,000
360	000	Miscellaneous Revenues			
361	110	Investment Interest	40,000	40,000	100,000
369	900	Other Revenue	3,000	3,000	0
379	002	Capital Contributions - Contractors/Devlprs	10,000	10,000	10,000
379	004	Capital Contributions - Allentown/Ryan Hill	10,000	10,000	10,000
		<i>Total Miscellaneous Revenues</i>	\$ 63,000	\$ 63,000	\$ 120,000
380	000	Non Revenues			
382	200	Revenue Bond Proceeds	0	0	957,000
382	804	PWTF Loan	0	0	1,322,000
		<i>Total Non Revenues</i>	\$ 0	\$ 0	\$ 2,279,000
390	000	Other Financing Sources			
397	340	Transfers In - Close Fund 403	0	283,210	0
397	222	Transfers-In Hydrant Rental	95,000	95,000	96,000
		<i>Total Other Financing Sources</i>	\$ 95,000	\$ 378,210	\$ 96,000
		TOTAL WATER FUND	\$ 9,139,000	\$ 9,422,210	\$ 11,042,333

**CITY OF TUKWILA
2006 ANNUAL BUDGET
REVENUE NARRATIVE**

303 GENERAL GOV. IMPROVEMENTS

Estimated Beginning Unreserved Fund Balance - Carried over amounts for completion of adopted CIP.

401 WATER FUND

Regular Mo. Chgs. & Misc. Water Usage - Includes standby, consumption and meter charges.
Based on projected consumption.

Capital Contributions - Contractors/Developers - Connection to system fees.

Capital Contributions - Allentown/Ryan Hill - Connection to system fees.

Transfers-In Hydrant Rental - This reflects the amount paid to the Water Fund from the
General Fund (Fire) for the use of hydrants.

**CITY OF TUKWILA
2006 ANNUAL BUDGET
REVENUE NARRATIVE**

BASIC SUB	ELE-MENT	DESCRIPTION	2005 BUDGET	2005 REVENUE	2006 BUDGET
402		SEWER FUND			
293	700	<i>Estimated Beginning Working Capital</i>	\$ 2,000,000	\$ 2,000,000	\$ 1,157,498
340	000	Charges for Services			
342	400	Protective Inspection Fees	1,000	1,000	1,000
343	501	Regular Monthly Charges	3,640,000	3,640,000	3,805,000
343	502	Repair Services	2,000	2,000	2,000
343	503	Miscellaneous Charges	100,000	100,000	100,000
		<i>Total Charges for Services</i>	\$ 3,743,000	\$ 3,743,000	\$ 3,908,000
360	000	Miscellaneous Revenues			
361	110	Investment Interest	20,000	20,000	40,000
379	002	Capital Contributions - Contractors/Developers	2,000	2,000	2,000
379	004	Capital Contributions - Allentown/Ryan Hill	50,000	50,000	50,000
		<i>Total Miscellaneous Revenues</i>	\$ 72,000	\$ 72,000	\$ 92,000
380	000	Non Revenues			
382	200	Revenue Bond Proceeds	0	0	1,815,000
382	804	PWTF Loan	0	0	2,508,000
		<i>Total Non Revenues</i>	\$ 0	\$ 0	\$ 4,323,000
390	000	Other Financing Sources			
397	350	Transfers-In Close Fund 403	0	94,403	0
		<i>Total Other Financing Sources</i>	\$ 0	\$ 94,403	\$ 0
		TOTAL SEWER FUND	\$ 5,815,000	\$ 5,909,403	\$ 9,480,498

404		WATER/SEWER REVENUE BONDS			
390	000	Other Financing Sources			
397	720	Transfers-In Water/Sewer	\$ 485,000	\$ 485,000	\$ 510,000
397	820	Transfers-In Water/Sewer	203,579	203,579	180,054
		<i>Total Other Financing Sources</i>	\$ 688,579	\$ 688,579	\$ 690,054
		TOTAL WATER/SEWER REVENUE BONDS	\$ 688,579	\$ 688,579	\$ 690,054

**CITY OF TUKWILA
2006 ANNUAL BUDGET
REVENUE NARRATIVE**

402 SEWER FUND

Regular Monthly Charges - Includes the pass through of Metro charges and a City rate increase of 15%.

Miscellaneous Charges - Most of these charges are for hazardous materials treatment requirements for some commercial customers.

Capital Contributions - Allentown/Ryan Hill - Projected cash collections for new sewer hookups.

**CITY OF TUKWILA
2006 ANNUAL BUDGET
REVENUE NARRATIVE**

BASIC SUB	ELE-MENT	DESCRIPTION	2005 BUDGET	2005 REVENUE	2006 BUDGET
405		BOND RESERVE FUND			
293	700	<i>Estimated Beginning Working Capital</i>	\$ 577,587	\$ 577,587	\$ 577,587
		TOTAL BOND RESERVE FUND	\$ 577,587	\$ 577,587	\$ 577,587

411		FOSTER GOLF COURSE			
293	700	<i>Estimated Beginning Working Capital</i>	\$ 51,000	\$ 51,000	\$ 11,059
313	100	Local Sales & Use Tax	230,000	230,000	602,000
317	200	Leasehold Excise Tax	0	0	2,000
341	702	Sales of Merchandise/Pro Shop	175,000	175,000	130,000
341	704	Sales of Snacks	0	0	15,000
347	301	Green Fees	1,252,000	1,252,000	1,100,000
347	601	Golf Instruction	40,000	40,000	10,000
361	110	Investment Interest	2,000	2,000	2,000
362	100	Equipment Rentals (Short Term)	17,000	17,000	11,000
362	101	Power Cart Rentals	120,000	132,715	130,000
362	800	Concession Proceeds	130,000	130,000	120,000
369	900	Other Revenue	80,000	80,000	80,000
		TOTAL FOSTER GOLF COURSE	\$ 2,097,000	\$ 2,109,715	\$ 2,213,059

412		SURFACE WATER FUND			
293	700	<i>Estimated Beginning Working Capital</i>	\$ 3,508,000	\$ 3,508,000	\$ 1,429,594
342	000	Charges for Services			
342	400	Protective Inspection Fees	1,000	1,000	1,000
343	831	Regular Annual Charges	1,820,000	1,820,000	2,184,000
		<i>Total Charges for Services</i>	\$ 1,821,000	\$ 1,821,000	\$ 2,185,000
360	000	Miscellaneous Revenues			
361	110	Investment Interest	102,000	102,000	110,000
361	400	Interest on Receivables	4,000	4,000	4,000
369	900	Other Revenue	1,000	1,000	1,000
		<i>Total Miscellaneous Revenues</i>	\$ 107,000	\$ 107,000	\$ 115,000
		Other			
382	200	Revenue Bond Proceeds	0	0	528,000
382	800	Public Works Trust Fund-Loan Proceeds	3,902,000	3,902,000	1,988,802
397	380	Transfers-In From 103 Fund	450,000	450,000	430,000
397	380	Transfers-In From 104 Fund	270,000	270,000	850,000
		<i>Total Other</i>	\$ 4,622,000	\$ 4,622,000	\$ 3,796,802
		TOTAL SURFACE WATER FUND	\$ 10,058,000	\$ 10,058,000	\$ 7,526,396

**CITY OF TUKWILA
2006 ANNUAL BUDGET
REVENUE NARRATIVE**

405 BOND RESERVE FUND

Estimated Beginning Working Capital - Reserve fund accumulation which will be maintained until bonds are redeemed or insurance is purchased.

411 FOSTER GOLF COURSE

Local Sales & Use Tax - To provide General Government's share of debt service paid by the Foster Golf Course.

Green Fees - Total of all (net of sales taxes) fees paid to play golf. Number of rounds played in 2006 is estimated to return to normal levels.

Golf Instruction - Fees for golf lessons provided by Pro Shop staff position.

Concession Proceeds - These are derived from Gordy's restaurant.

412 SURFACE WATER FUND

Bond Proceeds - Revenue bonds are proposed for the Allentown project.

**CITY OF TUKWILA
2006 ANNUAL BUDGET
REVENUE NARRATIVE**

BASIC SUB	ELE-MENT	DESCRIPTION	2005 BUDGET	2005 REVENUE	2006 BUDGET
501		EQUIPMENT RENTAL FUND			
293	700	Estimated Beginning Working Capital	\$ 3,097,000	\$ 3,097,000	\$ 3,244,666
348	000	Internal Service Fund Charges			
348	300	Vehicle/Equipment Repair Charges	770,000	770,000	831,451
348	301	Other Charges - Depreciation	444,062	444,062	564,684
348	500	Fuel Sales	150,000	150,000	235,000
		<i>Total Internal Service Fund Charges</i>	\$ 1,364,062	\$ 1,364,062	\$ 1,631,135
360	000	Miscellaneous Revenues			
361	110	Investment Interest	70,000	95,000	100,000
		<i>Total Miscellaneous Revenues</i>	\$ 70,000	\$ 95,000	\$ 100,000
397	000	Transfers-In	95,000	95,000	284,000
		<i>Total Non Revenues</i>	\$ 95,000	\$ 95,000	\$ 284,000
395	100	Proceeds from Sales of Capital Assets	20,938	70,938	20,000
395	200	Compensation/Loss of Capital Assets	35,000	35,000	30,000
		<i>Total Other Financing Sources</i>	\$ 55,938	\$ 105,938	\$ 50,000
		TOTAL EQUIPMENT RENTAL FUND	\$ 4,682,000	\$ 4,757,000	\$ 5,309,801
502		INSURANCE FUND			
293	700	Estimated Beginning Working Capital	\$ 144,000	\$ 144,000	\$ 84,552
361	110	Investment Interest	8,000	13,000	15,000
366	500	Trust Contributions-Employer	3,562,000	3,562,000	3,916,553
369	710	Voluntary Contributions from Employees	35,000	35,000	36,000
369	720	Mandatory Contributions from Employees	25,000	25,000	30,000
		TOTAL INSURANCE FUND	\$ 3,774,000	\$ 3,779,000	\$ 4,082,105
503		INSURANCE - LEOFF I FUND			
293	700	Estimated Beginning Working Capital	\$ 617,367	\$ 617,367	\$ 581,504
361	110	Investment Interest	2,000	12,000	12,000
366	500	Trust Contributions-Employer	430,000	430,000	481,000
397	170	Transfers-In: 502 Fund	0	0	0
		TOTAL INSURANCE - LEOFF I FUND	\$ 1,049,367	\$ 1,059,367	\$ 1,074,504
611		FIREMEN'S PENSION FUND			
291	740	Estimated Beginning Unreserved Fund Balance	\$ 1,272,000	\$ 1,272,000	\$ 1,304,595
330	000	Intergovernmental Revenue			
336	060	.91 Fire Insurance Premium Tax	43,000	43,000	41,000
		<i>Total Intergovernmental Revenue</i>	\$ 43,000	\$ 43,000	\$ 41,000
360	000	Miscellaneous Revenues			
361	110	Investment Interest	40,000	40,000	40,000
		<i>Total Miscellaneous Revenues</i>	\$ 40,000	\$ 40,000	\$ 40,000
		TOTAL FIREMEN'S PENSION FUND	\$ 1,355,000	\$ 1,355,000	\$ 1,385,595
		TOTAL ALL FUNDS	\$ 117,446,821	\$ 109,027,649	\$ 128,676,992

**CITY OF TUKWILA
2006 ANNUAL BUDGET
REVENUE NARRATIVE**

501 EQUIPMENT RENTAL FUND

Vehicle/Equipment Repair Charges and Fuel Sales (348.300 & 348.500) - General (\$915,851);
Water (\$37,900); Sewer (\$35,700); Golf Course (\$43,500); and Surface Water (\$33,500).
Other Charges - Depreciation - General (\$414,372); Water (\$21,156); Sewer (\$45,994);
Equipment Rental (\$9,980); Golf Course (\$52,458); and Surface Water (\$20,724).

<u>Transfers-In -</u>	
Streets (General Fund)	\$ 35,000
Replacement Fleet (General Fund)	219,000
Sewer Fund	30,000
Total	<u>\$ 284,000</u>

502 INSURANCE FUND

Trust Contributions - Employer - Represents the City's share of medical and dental contributions to the Self-Insured Medical Program. The premiums were increased 10% for 2006. Also, in 2006 the LEOFF-I retirees will be accounted for in the new 503 Fund.

503 INSURANCE - LEOFF-I FUND

Trust Contributions - Employer - This fund was established to account for LEOFF-I retirees in 2004.

611 FIREMEN'S PENSION FUND

Estimated Beginning Unreserved Fund Balance - Reflects the combined cash carryover to be used for future benefits.

**CITY OF TUKWILA
EXPENDITURE SUMMARY
GENERAL FUND**

DEPARTMENT		2005 BUDGET	2005 EXPENDITURES	2006 BUDGET
	Administration			
01	City Council	\$ 230,100	\$ 230,100	\$ 250,388
03	Mayor, Boards, Commissions, etc.	1,323,448	1,323,448	1,538,633
09	Municipal Court	946,760	946,760	982,176
04	Administrative Services/Personnel	1,414,500	1,414,500	1,551,474
05	Finance	1,525,000	1,525,000	1,547,712
06	City Attorney	393,000	393,000	406,224
07	Recreation	2,608,258	2,608,258	2,888,226
15	Park Maintenance	835,436	835,436	905,082
08	Community Development	2,557,553	2,557,553	2,491,453
	<i>Subtotal Administrative</i>	<i>11,834,055</i>	<i>11,834,055</i>	<i>12,561,368</i>
	Police Department			
10	Administration	1,135,344	1,135,344	1,168,285
10	Investigation	1,110,616	1,110,616	1,222,350
10	Patrol	5,653,527	5,653,527	5,441,722
10	Special Services	1,145,978	1,145,978	1,205,629
10	Gambling/Special Operations	892,620	892,620	849,431
10	Crime Prevention	304,660	304,660	501,328
10	Training	189,775	189,775	201,900
10	Traffic	371,830	371,830	539,433
	<i>Subtotal Police</i>	<i>10,804,350</i>	<i>10,804,350</i>	<i>11,130,078</i>
	Fire Department			
11	Administration	566,502	566,502	582,894
11	Suppression	6,840,900	6,840,900	7,024,166
11	Prevention & Investigation	542,300	542,300	659,221
11	Training	242,400	242,400	245,865
11	Facilities	105,500	105,500	106,500
11	Special Operations	78,415	78,415	74,653
11	Ambulance, Rescue & Emergency	159,754	159,754	177,344
	<i>Subtotal Fire</i>	<i>8,535,771</i>	<i>8,535,771</i>	<i>8,870,643</i>
	Public Works			
13	Administration - General	612,770	612,770	636,877
13	Administration - Maintenance	374,100	374,100	391,680
13	Administration - Development	418,000	418,000	424,338
13	Engineering	449,418	449,418	657,897
13	Facility Maintenance	1,277,994	1,277,994	1,296,021
16	Street Maintenance & Operation	2,051,233	2,051,233	2,406,909
	<i>Subtotal Public Works</i>	<i>5,183,515</i>	<i>5,183,515</i>	<i>5,813,722</i>
20	Contributions/Ending Fund Balance	8,163,597	8,163,597	7,162,733
	TOTAL GENERAL FUND	\$ 44,521,288	\$ 44,521,288	\$ 45,538,544

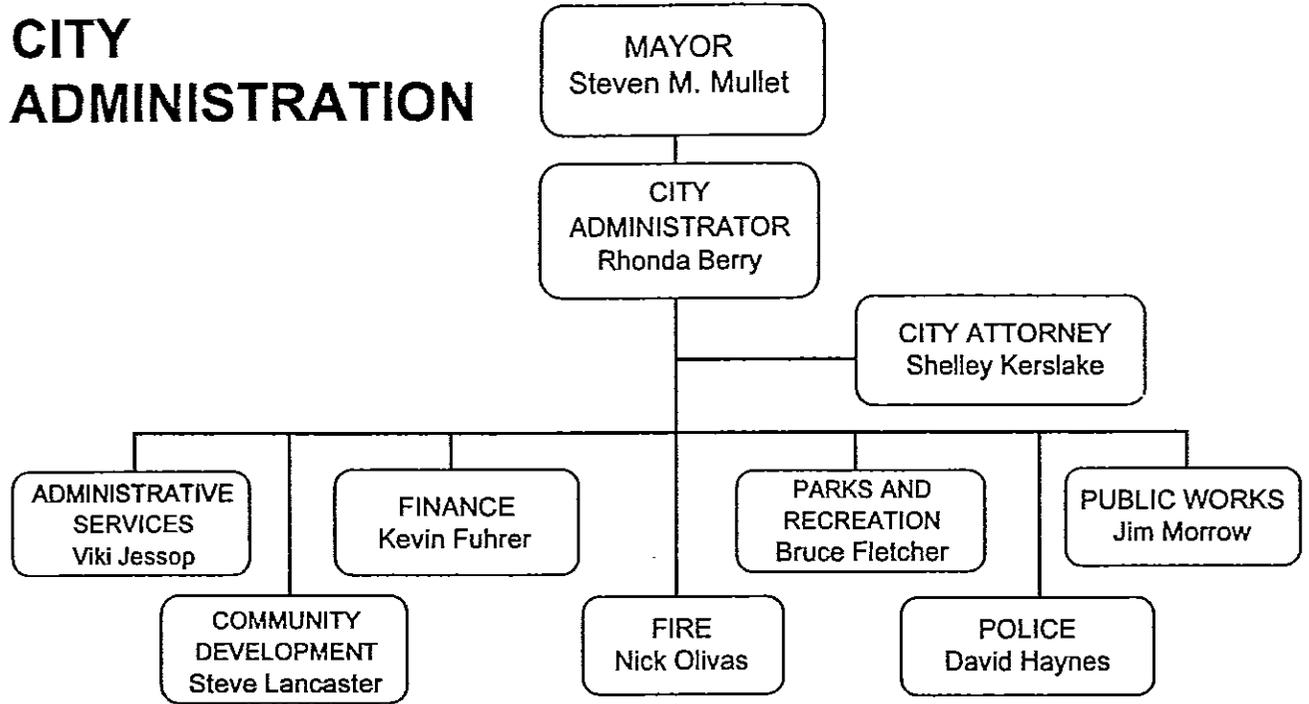
**CITY OF TUKWILA
EXPENDITURE SUMMARY
ALL FUNDS**

Fund		2005 BUDGET	2005 EXPENDITURES	2006 BUDGET
000	General	\$ 44,521,288	\$ 44,521,288	\$ 45,538,544
101	Hotel/Motel Tax	1,404,000	884,000	1,525,189
103	City Street	990,000	254,000	663,827
104	Arterial Street	17,172,000	6,528,000	21,913,000
105	Contingency	784,000	20,000	798,364
107	Fire Equipment Cumulative Reserve	610,000	179,000	793,721
207	Limited Tax G.O. Bonds, 1999	1,226,000	843,000	973,403
208	Limited Tax G.O. Bonds, 2000	401,000	252,000	402,358
209	Limited Tax G.O. Bonds, 2003	566,000	354,500	565,221
210	Limited Tax G.O. Refunding Bonds, 2003	788,000	506,000	702,254
301	Land Acquisition, Recreation & Park Dev.	2,512,000	1,314,000	3,654,999
302	Facility Replacement	5,675,000	208,000	5,963,244
303	General Government Improvements	1,562,000	525,000	1,800,936
401	Water	9,139,000	4,715,420	11,042,333
402	Sewer	5,815,000	4,003,806	9,480,498
404	Water/Sewer Revenue Bonds	688,579	688,579	690,054
405	Bond Reserve	577,587	0	577,587
411	Foster Golf Course	2,097,000	2,058,715	2,213,059
412	Surface Water	10,058,000	6,550,000	7,526,396
501	Equipment Rental	4,682,000	1,660,000	5,309,801
502	Insurance Fund	3,774,000	3,635,000	4,082,105
503	Insurance - LEOFF I Fund	1,049,367	442,000	1,074,504
611	Firemen's Pension	1,355,000	83,000	1,385,595
	TOTAL ALL FUNDS COMBINED	\$ 117,446,821	\$ 80,225,308	\$ 128,676,992

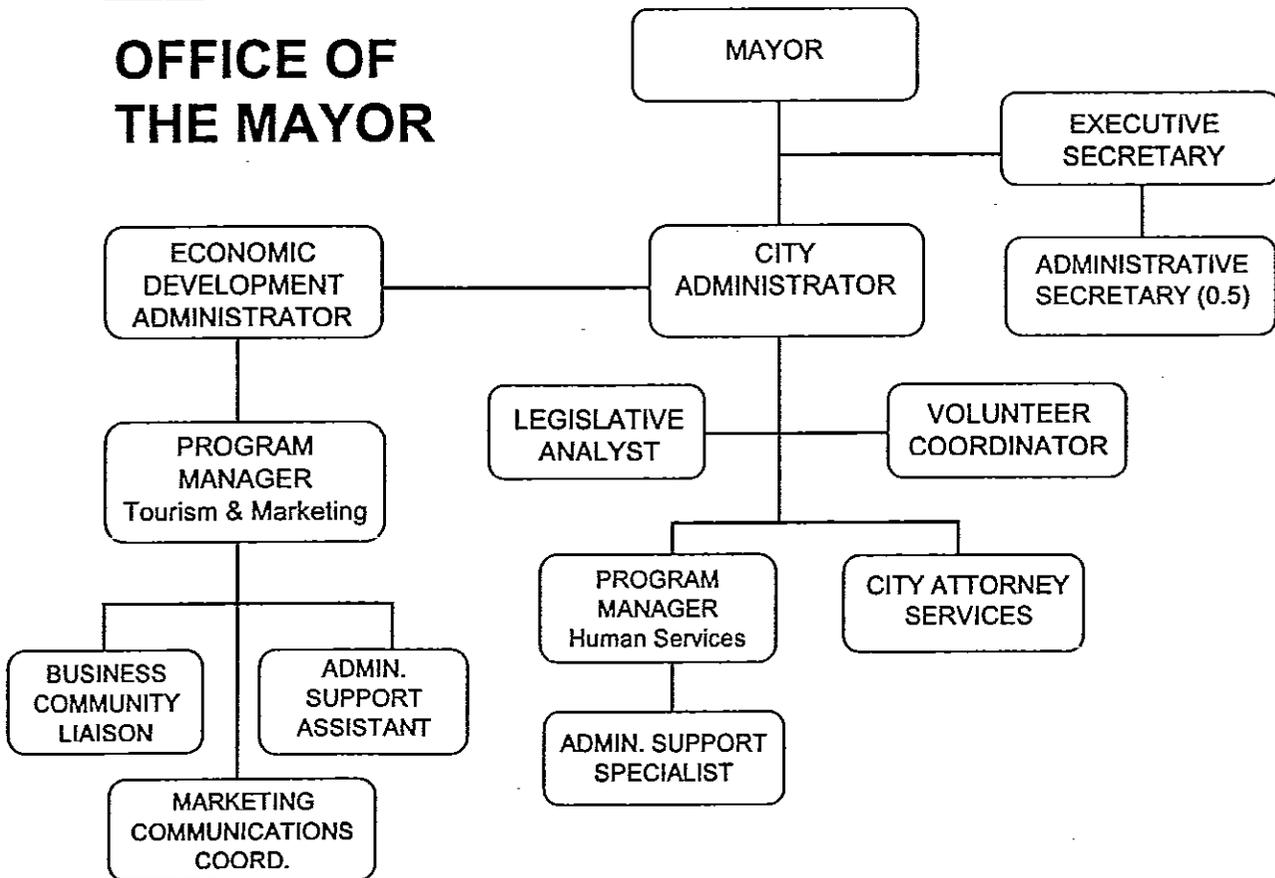
NOTE: Water/Sewer Construction Fund 403 closed as of 2005.
See Water Fund 401 and Sewer Fund 402.

NOTES

CITY ADMINISTRATION



OFFICE OF THE MAYOR



Department: *City Council*
Division: *N/A*

Program: *Legislative*
Account: *01-511-600*

Fund: *000-General*

PROGRAM DESCRIPTION:

The City Council represents citizens through legislation and policy direction. They also represent the City in regional and intergovernmental affairs. The Council meets bi-annually with State Legislators who represent the City of Tukwila.

Policy direction is given by Council passage of motions, resolutions and ordinances. Approving the annual budget with its implied policies is another Council responsibility. The Council also approves comprehensive plans and capital improvement plans.

It is the legislative analyst's duty to assist the Council and Administration in their duties by providing analysis, information, research and coordination.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
10 Salaries & Wages	\$ 153,000	\$ 159,000	\$ 159,000	\$ 160,647
20 Personnel Benefits	47,000	52,000	52,000	59,341
30 Supplies	3,000	2,000	2,000	2,000
40 Other Services & Charges	17,000	17,100	17,100	28,400
TOTAL	\$ 220,000	\$ 230,100	\$ 230,100	\$ 250,388

BUDGET NARRATIVE:

“Salaries & Wages” includes a Legislative Analyst position and 7 Council Members.

“Other Services & Charges” includes travel (\$20,000); communication (\$400); consultant services (\$3,000); and miscellaneous (\$5,000).

Department: *City Council*
Division: *N/A*

Program: *Legislative*
Account: *01-511-600*

Fund: *000-General*

2006 PROGRAM GOALS:

- Adopt zoning and comprehensive plan policies regarding Tukwila Valley South.
- Strengthen ties with state and federal legislators through regular contacts and communications.
- Adopt comprehensive plan policies for Transit Oriented Development.
- Consider options for starting a City telecommunications operation.
- Provide a counter defense to federal efforts proposing limitations on Cities ability to control its rights-of-way.
- Promote traffic calming in residential neighborhoods.
- Evaluate personal technology options for councilmembers.
- Get monthly briefings on Washington, D.C. lobbyists' work.

2005 PROGRAM GOALS:

- Schedule a facilitator to conduct a team building and process exercise for Council. ***Deferred indefinitely.***
- Continue to refine City ordinances and policies to strengthen the City's residential community. ***Completed.***
- Adopt budget policies and refine Council procedures and schedules to strengthen financial planning in the City. ***Completed.***
- Work with other organizations to ensure that future state and federal policies and processes are beneficial to Tukwila citizens. ***Completed.***
- Get monthly briefings on Washington, D.C. lobbyists' work. ***Completed.***
- Schedule and hold an AWC financial planning workshop in early 2005. ***Deferred indefinitely.***
- Promote traffic calming in residential neighborhoods. ***Partially completed.***

NOTES

2006 BUDGET

SUMMARY

MAYOR'S OFFICE BOARDS, COMMISSIONS, ADMINISTRATION

PROGRAM OBJECT	2004 ACTUAL	2005 BUDGET	2005 ACTUAL	2006 BUDGET
Mayor's Office	\$ 591,000	\$ 774,748	\$ 774,748	\$ 950,463
Sister City Committee	3,500	4,500	4,500	5,700
Human Services	457,500	488,500	488,500	506,270
Planning Commission	3,000	3,500	3,500	3,500
Equity and Diversity Commission	2,000	6,200	6,200	6,200
Community Promotion (Arts)	57,000	38,500	38,500	58,000
Park Commission	3,000	2,500	2,500	3,500
Library Advisory Board	500	5,000	5,000	5,000
TOTALS	\$1,117,500	\$ 1,323,448	\$1,323,448	\$ 1,538,633

Municipal Court: *See pages 43 and 44 for detail.*

Department: Mayor

Division: N/A

Program: Administration

Account: 03-513-100
03-552-100

Fund: 000-General

PROGRAM DESCRIPTION:

The mission and primary function of the Mayor's Office is found in RCW 35A.12.100, which states that "The Mayor shall be the Chief Executive and Administrative Officer of the City, in charge of all departments and employees, with authority to designate assistants and department heads." He shall see that all laws and ordinances are faithfully enforced and that law and order is maintained in the City and shall have general supervision of the administration of all City government and all City interests. He shall prepare and submit to the Council a proposed budget, and serve as the official and ceremonial head of the City. The Mayor is assisted in all of his duties by the City Administrator.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
10 Salaries & Wages	\$ 277,000	\$ 362,000	\$ 362,000	\$ 466,526
20 Personnel Benefits	65,000	100,000	100,000	121,199
30 Supplies	4,000	4,000	4,000	9,500
40 Other Services & Charges	205,000	261,748	261,748	306,238
50 Intergovt. Services & Taxes	40,000	42,000	42,000	42,000
60 Capital Outlays	0	5,000	5,000	5,000
TOTAL	\$ 591,000	\$ 774,748	\$ 774,748	\$ 950,463

BUDGET NARRATIVE:

"Salaries & Wages" includes the Mayor, City Administrator, Economic Development Administrator, Volunteer Coordinator, Executive Secretary, and a half-time (.5) Administrative Secretary (position is shared with Administrative Services).

"Other Services & Charges" includes professional services (\$46,500); Hearing Examiner's fees (\$5,000); travel (\$10,500); communication (\$3,200); advertising (\$2,000); employee appreciation (\$14,000); equipment rental (\$24,288); repairs (\$4,000); memberships, dues and subscriptions (\$43,500)—see page 31 for detail; registrations (\$2,000); neighborhood revitalization (\$30,000); Museum of Flight Program (\$10,000); CTR reimbursement (\$12,000); marketing (\$33,000); and miscellaneous (\$66,250).

"Intergovernmental Services" represents King County Animal Control (\$38,000) and Public Health (\$4,000).

"Capital Outlays" reflects replacement office equipment.

Department: Mayor
Division: N/A

Program: Administration
Account: 03-513-100
03-552-100

Fund: 000-General

2006 PROGRAM GOALS:

- Continue efforts to develop Tukwila Village.
- Continue efforts to secure Federal appropriations in support of key infrastructure projects.
- Continue to pursue opportunities to establish quality affordable housing and to improve existing housing stock.

ECONOMIC DEVELOPMENT

2006 PROGRAM GOALS:

- Coordinate Tukwila Village development.
- Create business attraction marketing materials.
- Expand the “Think Tukwila” website.
- Establish relationships with businesses and property owners in the Tukwila Urban Center (TUC).
- Actively support revitalization on Tukwila International Boulevard.
- Facilitate furniture retailers collaboration and joint marketing efforts.
- Advise on Tukwila South development.
- Support creation of a broad based system of development impact fees.

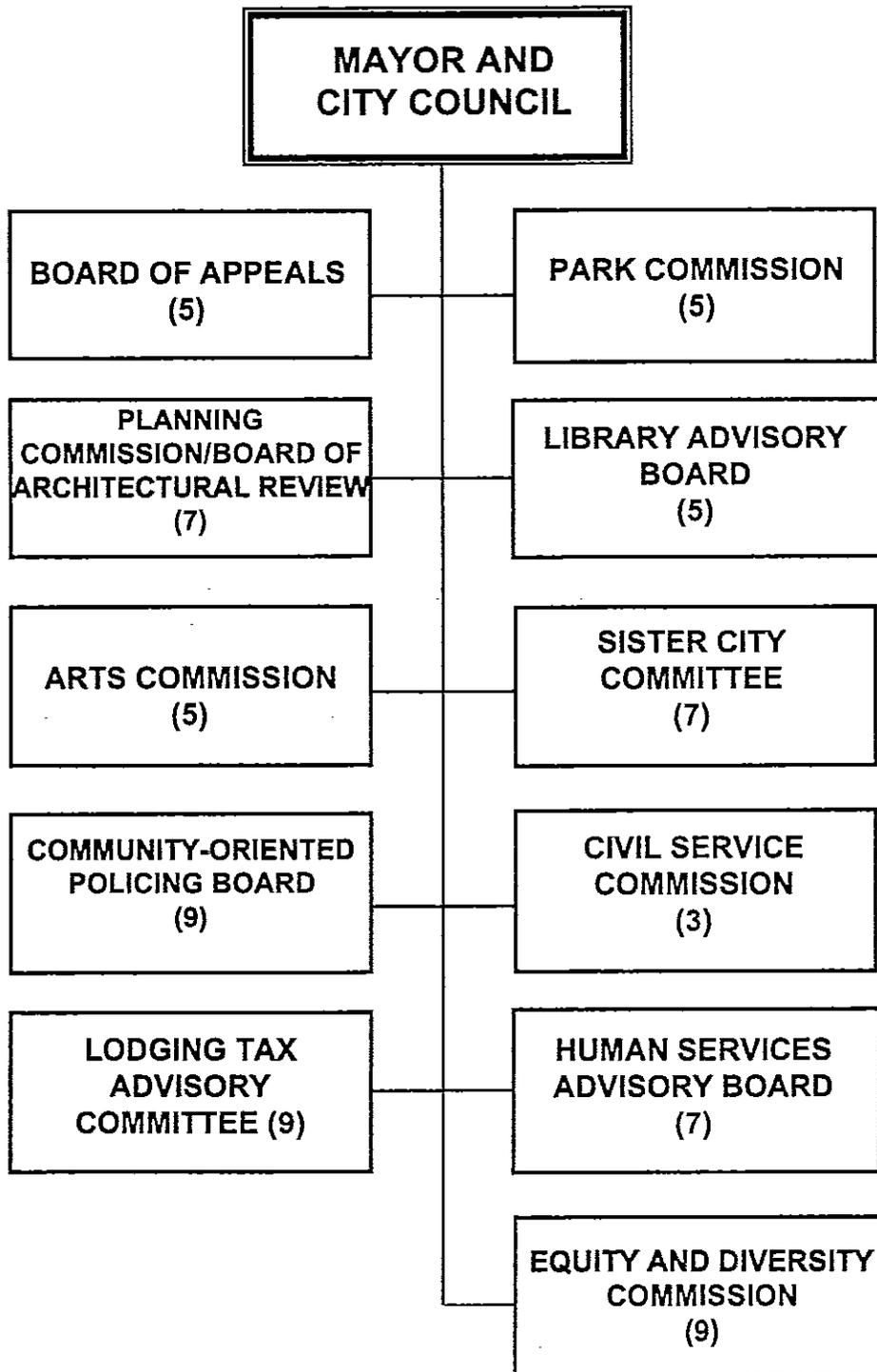
2005 PROGRAM GOALS:

- Evaluate Mayor’s Office organization and restructure as appropriate. **Completed.**
- Incorporate new Economic Development Administrator into organization. **Completed.**
- Continue efforts to secure Federal appropriations in support of key infrastructure projects. **Ongoing.**
- Continue efforts to establish affordable housing and housing stock upgrade initiatives. **Ongoing.**
- Finish development of Tukwila Village Phase I. **Ongoing.**

2006 Dues and Memberships (from page 30):

Suburban Cities.....	\$	6,000
Clean Air Agency.....		10,500
Association of Washington Cities.....		9,000
Puget Sound Regional Council.....		10,000
Seattle/King Co. Economic Development Council.....		4,000
National League of Cities.....		2,000
SUBTOTAL	\$	41,500
Various smaller organizations and conference registrations.....		2,000
TOTAL	\$	<u>43,500</u>

CITY OF TUKWILA BOARDS AND COMMISSIONS



Department: Mayor
Division: N/A

Program: Sister City Committee
Account: 03-513-204

Fund: 000-General

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
30 Supplies	\$ 2,500	\$ 1,000	\$ 1,000	\$ 1,000
40 Other Services & Charges	1,000	3,500	3,500	4,700
TOTAL	\$ 3,500	\$ 4,500	\$ 4,500	\$ 5,700

BUDGET NARRATIVE:

The Sister City Committee was created by Ordinance No. 1313 in 1984. By this date the first group of Tukwila citizens had already visited Japan and Resolution No. 701 had been passed establishing formal affiliation with Ikawa. There have been many exchanges, generally occurring every three years. The most recent exchange occurred in 2005.

Budgeted funds are generally used in two ways. One is to host the Ikawa delegation on their visits to Tukwila; the other is for gifts and miscellaneous expenses when a group of Tukwila citizens journey to Ikawa or Ikawa citizens visit Tukwila.

2006 PROGRAM GOALS:

- Raise funds for future visits and exchanges.

2005 PROGRAM GOALS:

- Plan future visit to Ikawa. **Completed.**

Department: Mayor
Division: N/A

Program: Human Services
Account: 03-557-201

Fund: 000-General

PROGRAM DESCRIPTION:

The mission of Tukwila Human Services is to provide assistance to the community in accessing human services. Functions include contract management of providers, which includes implementation, management and monitoring—including performance objectives and outcomes. Functions also include the management of the City’s Community Development Block Grant program, and provision of information and referral to residents and community at-large. Additionally, the office supports regional and sub-regional activities and tracks on-going human service needs of the community.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	2004 ACTUAL	2005 BUDGET	2005 ACTUAL	2006 BUDGET
10 Salaries & Wages	\$ 118,000	\$ 123,500	\$ 123,500	\$ 126,805
20 Personnel Benefits	34,000	39,500	39,500	41,065
30 Supplies	1,000	1,000	1,000	1,000
40 Other Services & Charges	304,500	324,500	324,500	337,400
TOTAL	\$ 457,500	\$ 488,500	\$ 488,500	\$ 506,270

BUDGET NARRATIVE:

“Salaries & Wages” includes a Program Manager and an Administrative Support Specialist.

“Other Services & Charges” includes professional contracted services (\$332,800); DV penalty assessment (\$100); communication (\$1,000); travel (\$500); Human Services Commission (\$500); Children’s Foundation (\$1,000); and miscellaneous (\$1,500).

NOTE: See pages 179-180 for program detail.

Department: Mayor
Division: N/A

Program: Human Services
Account: 03-557-201

Fund: 000-General

2006 PROGRAM GOALS:

- Implement, manage and monitor 2006 contracts.
- Hold Request for Proposal process for years 2007-2008.
- Implement Minor Home Repair program jointly with City of SeaTac with CDBG funds.
- Continue efforts to outreach with diverse population.
- Provide same day response to information and referral requests.
- Fill vacant Advisory Board positions.
- Assist other departments in meeting human service needs.
- Serve as Tukwila representative for new Advisory Committee on use of CDBG funds.
- Continue providing representation for regional and sub-regional human service efforts and initiatives.

2005 PROGRAM GOALS:

- Implement, manage and monitor 2005 contracts. Of the contracted providers, 85% will meet 90% of contract goals. ***Most contracted providers are on target for meeting their goals.***
- Manage 2005 Community Development Block Grant program. Housing related projects will have fully spent 90% of funds. ***Difficulties from Housing and Urban Development at the Federal level are hampering getting Homesight funds under contract. Minor Home Repair serving very low income customers. Applying for program in 2006.***
- Provide information and referral services to 900 residents and community requests. ***Rental funds were depleted in July, additional funds were added in August. It is likely that we will meet the targeted projection of 900.***
- Support regional human services initiatives; revise South King County common application, brief City on progress of Northwest Area Foundation. ***No new application cycle until Spring 2006. Focused on revision of South King County Human Services Business Plan. BuRSST (Burien, Renton, SeaTac, Skyway and Tukwila) executive director (formerly Northwest Area Foundation) is in office.***
- Support integration of human services across City departments; engage cross-departmental involvement in community assessment update. ***Departments agreed to have surveys available at their site. Assessment to be completed by Fall 2005.***
- Assist in relocation efforts. Provide staff support as requested throughout the City. ***One family relocated in 2005.***
- Encourage volunteer opportunities; bring Human Services Advisory Board to full capacity. ***Continued turnover. Anticipate on bringing Human Services Advisory Board to full Capacity by 2005 yearend.***

Department: Mayor
Division: N/A

Program: Planning Commission
Account: 03-558-600

Fund: 000-General

PROGRAM DESCRIPTION:

The Planning Commission consists of seven members. The mission of the Planning Commission is to conduct public hearings on and decide land use applications or forward recommendations to the City Council. The Planning Commission also serves as the Board of Architectural Review, which reviews the design of commercial and multi-family developments. Reviews and makes recommendations regarding the Comprehensive Plan and Zoning Regulations.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
30 Supplies	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
40 Other Services & Charges	2,000	2,500	2,500	2,500
TOTAL	\$ 3,000	\$ 3,500	\$ 3,500	\$ 3,500

BUDGET NARRATIVE:

The emphasis for the Planning Commission will be work sessions and public hearings on updating Development Regulations to further refine and improve implementation of the Comprehensive Plan.

2006 PROGRAM GOALS:

- Review Tukwila Urban Center Plan.
- Review Longacres Transit-Oriented Development Plan.
- Review cellular antennas master plan.
- Review off-site wetland mitigation program.

2005 PROGRAM GOALS:

- Review Tukwila Urban Center Plan. **Ongoing.**
- Review Longacres Transit-Oriented Development Plan. **Ongoing.**
- Review cell facilities master plan. **Ongoing.**
- Review off-site wetland mitigation program. **Ongoing.**
- Review Tukwila South Master Plan. **Completed.**

Department: Mayor

Program: Equity and Diversity Commission

Division: N/A

Account: 03-513-203

Fund: 000-General

PROGRAM DESCRIPTION:

The City of Tukwila, in partnership with the Tukwila School District, will identify and implement strategies to involve more families and children of color and other diverse populations in school and community activities. These strategies include:

- promote education and understanding that accepts, appreciates and celebrates diversity, and strives to eliminate prejudice and discrimination in the Tukwila community;
- provide information, communication, and forums for better understanding and acceptance of ethnic and cultural differences; and
- bring together all citizens for the purpose of making them feel welcome and part of the community.

The Commission is made up of nine members (created by Ordinance No. 1828) appointed by the Mayor and confirmed by the Council.

PROGRAM OBJECT BUDGET:

PROGRAM OBJECT	2004 ACTUAL	2005 BUDGET	2005 ACTUAL	2006 BUDGET
30 Supplies	\$ 0	\$ 1,200	\$ 1,200	\$ 1,200
40 Other Services & Charges	2,000	5,000	5,000	5,000
TOTAL	\$ 2,000	\$ 6,200	\$ 6,200	\$ 6,200

2006 PROGRAM GOALS:

- Sponsor English language and citizenship classes for Tukwila immigrants.
- Assist agencies who are seeking translation services.
- Translate writing materials and use interpreters to aid communication with immigrants in Tukwila.
- Work with school, cultural and ethnic groups to help sponsor projects or programs of interest to the community.

2005 PROGRAM GOALS:

- Work with school and community groups to promote issues of equity and fairness. **Completed.**
- Sponsor English language and citizenship classes for Tukwila immigrants. **Partially completed.**
- Work with other jurisdictions, agencies, and organizations to sponsor programs observing ethnic and cultural dates of importance. **Completed.**

Department: Mayor

Program: Community Promotion/Arts Commission

Division: N/A

Account: 03-573-900
03-594-730

Fund: 000-General

PROGRAM DESCRIPTION:

The mission of the Tukwila Arts Commission is to promote all artistic and cultural activities within the City for the ultimate enjoyment of visual and performing arts by our residents, businesses, and visitors.

This is accomplished through a series of music performances, an annual art competition and show, and by the purchase of at least one major piece of public art each year which is added to the City's art collection.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
30 Supplies	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
40 Other Services & Charges	18,000	18,000	18,000	22,500
60 Capital Outlays	36,500	18,000	18,000	33,000
TOTAL	\$57,000	\$38,500	\$38,500	\$58,000

BUDGET NARRATIVE:

“Other Services & Charges” includes the Rainier Symphony (\$7,000); Music in the Park (\$2,500); Arts Commission (\$1,000); K.C. Cultural Education Grant (\$4,500); advertising (\$3,000); repairs and maintenance (\$500); and rentals and miscellaneous (\$4,000).

“Capital Outlays” includes art purchases (\$30,000), as recommended to the City Council by the Arts Commission, and holiday banners (\$3,000).

Department: Mayor
Division: N/A

Program: Park Commission
Account: 03-576-800

Fund: 000-General

PROGRAM DESCRIPTION:

The Park Commission's foremost responsibility is to advise the Administration and Council about recreation services and park-related issues, such as land acquisition, development, expansion and operation.

The Park Commission typically reviews proposed fees and charges and hosts meetings for neighbors of proposed parks.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
30 Supplies	\$ 1,000	\$ 1,500	\$ 1,500	\$ 1,500
40 Other Services & Charges	2,000	1,000	1,000	2,000
TOTAL	\$ 3,000	\$ 2,500	\$ 2,500	\$ 3,500

BUDGET NARRATIVE:

Expenditures include membership fees, meals, travel expenses, registrations and sponsoring Tukwila Days events.

Department: Mayor
Division: N/A

Program: Park Commission
Account: 03-576-800

Fund: 000-General

2006 PROGRAM GOALS:

- Attend the Washington Recreation and Park Association (WRPA) boards and commissions training workshops as well as the National Recreation and Park Association (NRPA) activities in the Seattle area.
- Participate in the Duwamish Riverbend Hill Advisory Board.
- Assist Parks and Recreation Administration to review Department fee structure.
- Assist Parks and Recreation Administration in the implementation of the volunteer tree planting and adopt-a-garden program at Macadam Winter Garden.
- Sponsor new park grand opening for the Macadam Winter Garden.

2005 PROGRAM GOALS:

- Assist Parks and Recreation Administration in the implementation of the volunteer tree planting and adopt-a-garden program at Macadam Winter Garden. **Deferred to 2006.**
- Sponsor new park grand opening for the Macadam Winter Garden. **Deferred to 2006.**
- Attend the Washington Recreation and Park Association (WRPA) boards and commissions training workshops. **Completed.**
- Assist Parks and Recreation Administration on all departmental policy reviews and implementations. **Completed.**

Department: Mayor
Division: N/A

Program: Library Advisory Board
Account: 03-572-210

Fund: 000-General

PROGRAM DESCRIPTION:

The Library Advisory Board meets monthly on library issues and serves in an advisory role to the City Council. Board members continually work for better library services for the citizens of Tukwila.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
30 Supplies	\$ 500	\$ 500	\$ 500	\$ 1,500
40 Other Services & Charges	0	4,500	4,500	3,500
TOTAL	\$ 500	\$5,000	\$ 5,000	\$5,000

BUDGET NARRATIVE:

“Supplies” and “Other Services & Charges” reflect amounts for Library Advisory Board as well as costs associated with City-owned Tukwila Library building.

2006 PROGRAM GOALS:

- Report annually to the City Council on the status of library services and facilities available to Tukwila citizens.
- Maintain and improve communication between the three libraries within Tukwila city limits, the Tukwila Library Advisory Board, the Tukwila City Council, the King County Library System, the two “Friends of the Library” organizations, and the Tukwila general public.
- Sponsor special events held at the Tukwila Library location.

2005 PROGRAM GOALS:

- Increase reading selection and extend hours of operation at Tukwila Library. **Completed.**
- Increase participation in library programming for all age groups through marketing efforts. **Completed.**
- Maintain and improve communication between the three libraries within Tukwila city limits, the Tukwila Library Advisory Board, the Tukwila City Council, the King County Library System, the two “Friends of the Library” organizations, and the Tukwila general public. **Ongoing.**
- Report annually to the City Council on the status of library services and facilities available to Tukwila citizens. **Completed.**

Department: *Municipal Court*
Division: *N/A*

Program: *Administration*
Account: *09-512-500*
09-523-300

Fund: *000-General*

PROGRAM DESCRIPTION:

The primary function of the Municipal Court—under the jurisdiction of the appointed Judge—is to provide a forum by which infractions, misdemeanors, and gross misdemeanors may be resolved. The Court handles all ordinance violations occurring within the Tukwila City limits as well as all traffic citations issued by the Tukwila Police Department. The objective is to make our City a better place to live through responsible and impartial administration of the laws designed to protect the public, while at the same time safeguarding the rights of individual citizens.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
10 Salaries & Wages	\$ 487,000	\$ 496,500	\$ 496,500	\$ 527,231
20 Personnel Benefits	127,000	148,500	148,500	147,185
30 Supplies	10,000	8,260	8,260	8,260
40 Other Services & Charges	240,000	288,500	288,500	286,500
60 Capital Outlays	3,000	5,000	5,000	13,000
TOTAL	\$ 867,000	\$ 946,760	\$ 946,760	\$ 982,176

BUDGET NARRATIVE:

“Salaries & Wages” includes a Municipal Court Judge, a Court Administrator, a Bailiff, an Administrative Support Coordinator, four (4) Administrative Support Technicians, a Probation Officer, and a half-time (.5) Probation Work Coordinator (added in 2006).

“Other Services & Charges” includes professional services for Public Defenders (\$140,000); Pro Tem Judges (\$15,000); and interpreters (\$53,000). Also, there is printing (\$5,000); communication (\$1,000); witness/juror fees (\$10,800); miscellaneous (\$2,000); operating rentals (\$10,000); travel (\$1,700); court security (\$45,000); and repairs (\$3,000).

“Capital Outlays” reflects replacement equipment.

Department: *Municipal Court*
Division: *N/A*

Program: *Administration*
Account: *09-512-500*
09-523-300

Fund: *000-General*

2006 PROGRAM GOALS:

- Implementation of revenue generating (at minimum, cost recovering) electronic home monitoring program.
- Evaluate requirements (personnel, equipment, and costs) and liability issues associated with implementation of a long-term work crew program.
- Actively participate in council chambers/courtroom upgrades and remodel.
- Implement cost savings and recovery initiatives that may include, but are not limited to: (1) standardization of all court forms; (2) recoup public defender costs through more thorough screening process; (3) move to use of certain electronic records vs. generating printed versions; and (4) broaden use of Probation revenue to cover other court budget items.
- Implement Civil Domestic Violence Protection Order and Civil Anti-harassment Order programs to ensure this service is readily available to local citizens.

2005 PROGRAM GOALS:

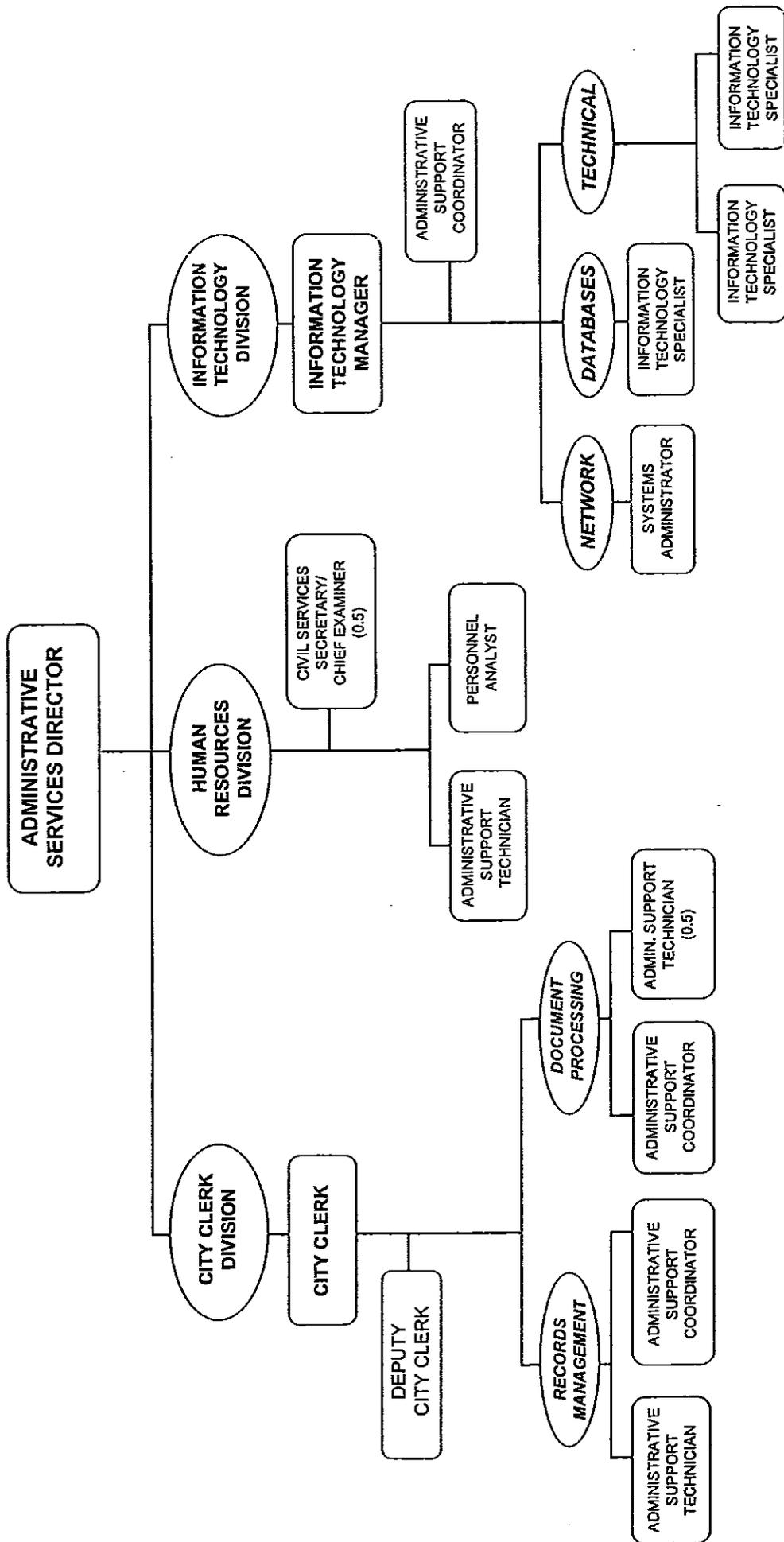
- Upgrade or replace existing Court technology systems. ***Completed. New agreement with Administrative Office of the Court (AOC), computers will be replaced this year by the IT Department. City funds spent shall be reimbursed by AOC but they shall remain City property. Upgrade of video (newly discovered requirement) conferencing system will be complete this year and is included in 2006 budget.***
- Review, evaluate and assess Court departmental requirements and quantify current individual departmental responsibilities in accordance with Administrative Office of the Court (AOC) requirements and City of Tukwila personnel guidelines. ***Completed.***
- Review and assess security issues, quantify increase or decrease in violent crimes defendants along with risk and liability issues. ***Completed.***
- Develop Court Personnel Manual within guidelines of AOC Court Personnel Manual and Tukwila Personnel Manual. Confirm staff understanding and enforce JIS (Judicial Information System) confidentiality agreements required by AOC and King County TPX. ***Completed, manual to be published when new Administrator position has been filled.***
- Actively participate in procurement of security systems for City Hall, including but not limited to physical locations, electronic monitors and staffing. ***Completed.***
- Actively participate in selection and implementation of digital recording system for Courtroom/ Council Chambers. ***Completed.***
- Research reclassification of desk assignments and requirements with emphasis on minimum education requirements to fill the position. ***Completed.***

PROGRAM STATISTICAL DATA:

	<u>2004 ACTUAL</u>	<u>2005 ACTUAL</u>	<u>2006 PROJECTIONS</u>
Charges filed	6,100	5,000	6,000
Criminal hearings held	10,000	11,000	11,000
Traffic hearings held	7,000	3,000	5,000
City revenues collected	\$488,000	\$400,000	\$450,000

INSERT ADMINISTRATIVE SERVICES ORG CHART

DEPARTMENT OF ADMINISTRATIVE SERVICES



Except where noted in parentheses, all positions have one full-time employee.

Department: *Administrative Services*
Division: *Human Resources*

Program: *Personnel/Safety/Civil Service*
Account: *04-516-200*
04-516-202 **Fund:** *000-General*

PERSONNEL

2006 PROGRAM GOALS:

- Negotiate and settle three Teamsters contracts.
- Negotiate and settle Police non-commissioned contract.
- Distribute HIPPA policies and procedures, establish committee, and conduct training.
- Co-create with Public Works, policies, procedures, and systems for establishing and managing key-card system(s).
- Complete review of personnel policies and procedures.
- Review Tukwila Civil Service Commission civil service rules.

2005 PROGRAM GOALS:

- Negotiate and settle commissioned police officers' contract. ***Completed.***
- Negotiate and settle Fire and three Teamsters contracts. ***Completed.***
- Complete review of personnel policies and procedures. ***Deferred to 2006.***
- Review Tukwila Civil Service Commission civil service rules. ***Deferred to 2006.***

PROGRAM STATISTICAL DATA:

	<u>2004 ACTUAL</u>	<u>2005 ACTUAL</u>	<u>2006 PROJECTIONS</u>
Vacancies Advertised	32	36	40
In-house Training Hours Delivered	100	0	0
Applications Processed	1,268	878	900
Applicants Interviewed	150	108	200

Department: *Administrative Services*
Division: *City Clerk*

Program: *Financial & Records Services*
Account: *04-514-300*
04-511-700
04-511-800
Fund: *000-General*

2006 PROGRAM GOALS:

- Continue to inventory and identify historical documents stored in vault and City Clerk files in preparation of Centennial Celebration in 2008; investigate outside storage for historical documents and records.
- Train City staff on use of LaserFiche, Version 7.0 and introduce LaserFiche for public use via web.
- Investigate Access (software) conversion training as basis for business license data (convert business license data from Rbase to Access).

2005 PROGRAM GOALS:

- Inventory and identify historical documents stored in vault and City Clerk files in preparation of Centennial Celebration in 2008 (2 years); investigate outside storage for historical documents/ records. **Ongoing.**
- Index general records stored in vault. **Completed.**
- Train City staff on use of LaserFiche Version 6.0 and introduce Laserfiche for public use via web. **Ongoing.**
- Add recorded documents to web (LaserFiche). **Completed.**
- Investigate Access (software) conversion training as basis for business license data (convert business license data from Rbase to Access). **Deferred.**

PROGRAM STATISTICAL DATA:

	<u>2004 ACTUAL</u>	<u>2005 ACTUAL</u>	<u>2006 PROJECTIONS</u>
Business licenses processed	2,140	2,195	2,250
Revenue from sale of business licenses	\$157,200	\$164,182	\$175,000
Number of passports accepted	556	548	560
Revenue from passport acceptance	\$ 28,830	\$ 14,550	\$ 25,000

Department: *Administrative Services*
Division: *General Administration*

Program: *Information Services*
Account: *04-518-880*
04-518-881

Fund: *000-General*

PROGRAM DESCRIPTION:

Provides on-going support of City's computer systems, including computer software and hardware, training, maintenance, purchasing, repairing, problem solving, and general support to the Computer Committee.

PROGRAM OBJECT BUDGET:

PROGRAM OBJECT	2004 ACTUAL	2005 BUDGET	2005 ACTUAL	2006 BUDGET
10 Salaries & Wages	\$ 212,000	\$ 271,500	\$ 271,500	\$ 323,620
20 Personnel Benefits	73,000	95,500	95,500	120,463
30 Supplies	4,000	6,200	6,200	6,200
40 Other Services & Charges	28,000	25,000	25,000	31,500
60 Capital Outlays	53,000	53,000	53,000	53,000
TOTAL	\$ 370,000	\$ 451,200	\$ 451,200	\$ 534,783

BUDGET NARRATIVE:

"Salaries & Wages" includes the Information Technology Manager; a Systems Administrator; three (3) Information Technology Specialists, and one (1) Administrative Support Coordinator.

"Supplies" are for computer repairs.

"Other Services & Charges" reflects technical support services (\$2,000); training (\$3,000); communication (\$3,000); software upgrades (\$10,000); internet service (\$1,000); travel (\$1,500); repairs and maintenance (\$6,000); and miscellaneous (\$5,000).

"Capital Outlays" reflects the City-wide computer replacement program (\$53,000).

Department: *Administrative Services*
Division: *General Administration*

Program: *Information Services*
Account: *04-518-880*

Fund: *000-General*

2006 PROGRAM GOALS:

- Purchase tools and provide training to IT staff for Fiber Termination.
- Replace and upgrade all servers as needed to include disk space, processing speed, operating system and RAM.
- Upgrade all workstations to Windows 2000 or XP, depending on existing licenses and budget considerations for additional licenses.
- Research and implement a reliable security solution for Intrusion Detection/Prevention System (IDS/IPS).
- Segment network via VLANS to increase network speed and efficiency.
- Implement 2006 budget initiatives as selected and approved by Mayor’s Office.
- Provide end-user training as required to include using the Justice System’s narrative report process for the Tukwila Police Department and using the GroupWise calendar sharing function.

2005 PROGRAM GOALS:

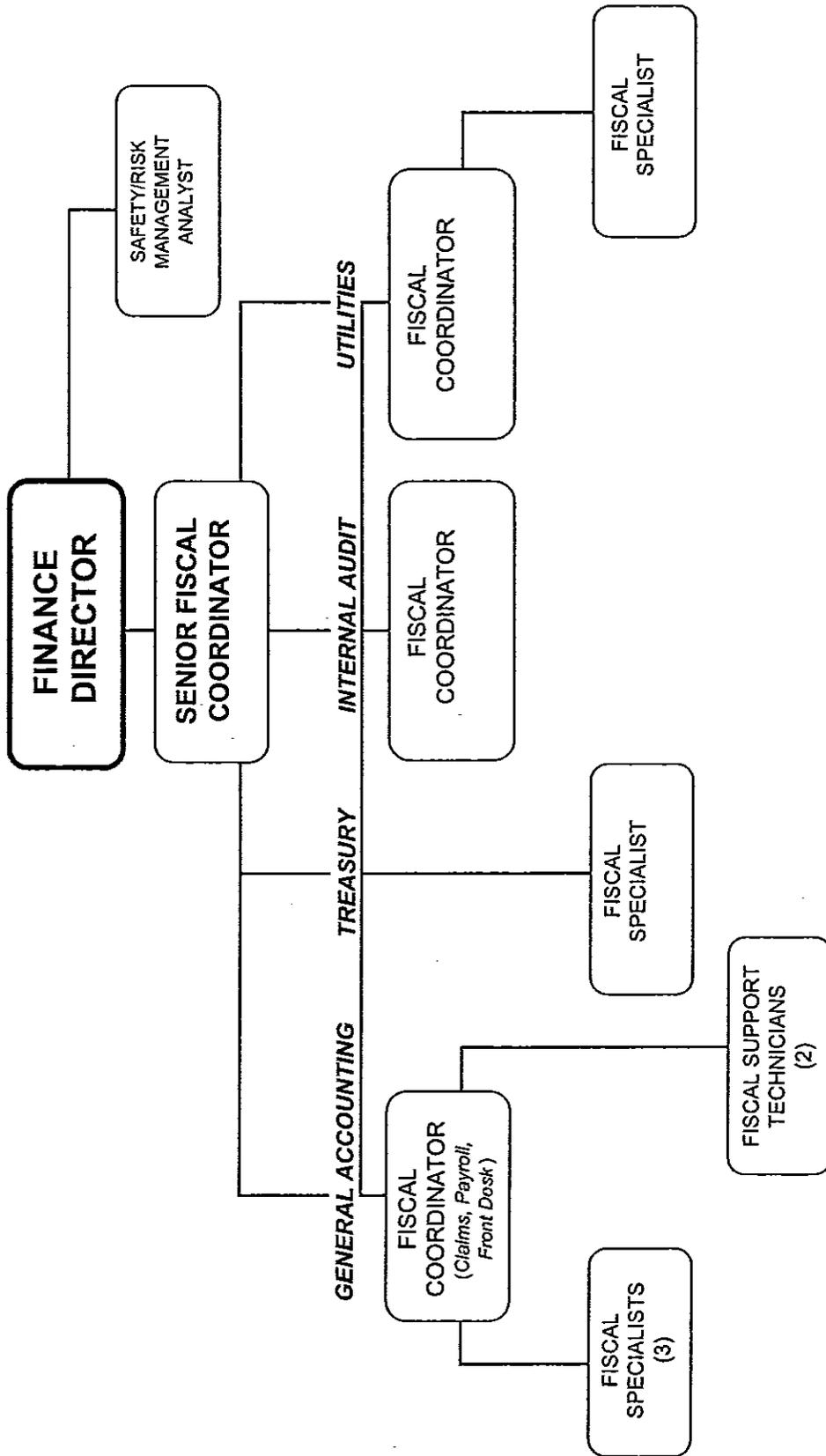
- Replace/upgrade all servers, as needed, to include disk space, processing speed, operating system and RAM. ***Installation of Finance server completed, Police Department and TUK2 to be completed by year-end.***
- Research and implement a reliable security solution for Intrusion Detection/Prevention System (IDS/IPS). ***Researching, deferred to 2006.***
- Provide end-user training as required to include using the Justice System’s narrative report process for the Tukwila Police Department and using the GroupWise calendar sharing function. ***Ongoing.***
- Segment network via VLANS to increase network speed and efficiency. ***Developing diagrams and documenting network configuration, deferred to 2006.***
- Research and provide suggestions for web statistics software for both Internet and Intranet web pages. ***To be completed by year-end.***

PROGRAM PERFORMANCE MEASURES:

	<u>2004 ACTUAL</u>	<u>2005 ACTUAL</u>	<u>2006 PROJECTIONS</u>		
City-wide network connections in use	390	435	450		
Computer service requests	425	468	400		
	<u>2001</u>	<u>2002</u>	<u>2003</u>	<u>2004</u>	<u>2005</u>
Personal Computers	253	260	261	289	300
Laptops	23	24	26	42	58
Printers	78	84	99	94	127
Servers	16	18	20	20	23
# Of Tasks	239	307	350	425	468

NOTES

FINANCE DEPARTMENT ORGANIZATION



Department: Finance

Program: Budgeting, Accounting, Auditing

Division: N/A

Account: 05-514-230

Fund: 000-General

PROGRAM DESCRIPTION:

The Finance Department is responsible for ensuring adherence to the legal, fiscal and accounting requirements established by the Office of the State Auditor's BARS (Budgeting, Accounting, and Reporting System). Also, Generally Accepted Accounting Principles (GAAP) are adhered to by Tukwila. The risk management and city-wide safety and training functions have been transferred to the Finance Department from Administrative Services.

The basic services provided include: Financial Data Processing (Novell network); Treasury Cash Control; Utility Billing and Collection; Payroll; Accounts Payable-Claims; LID Billing and Receipting; Accounts Receivable; Budget Reporting and Control; preparation of the Annual Budget and the Annual Report.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
10 Salaries & Wages	\$ 732,000	\$ 813,000	\$ 813,000	\$ 815,798
20 Personnel Benefits	205,000	253,000	253,000	260,664
30 Supplies	60,000	76,500	76,500	86,500
40 Other Services & Charges	266,000	377,500	377,500	379,750
60 Capital Outlays	3,000	5,000	5,000	5,000
TOTAL	\$1,266,000	\$1,525,000	\$ 1,525,000	\$ 1,547,712

BUDGET NARRATIVE:

“Salaries & Wages” includes a Finance Director, Senior Fiscal Coordinator, three (3) Fiscal Coordinators, five (5) Fiscal Specialists, two (2) Fiscal Support Technicians, and a Safety/Risk Management Analyst.

“Supplies” includes (\$15,000) for Finance Department supplies (computer paper, forms, shelving, storage cabinets); (\$70,000) for central supplies used by all departments (copier supplies, pens, pencils, paper, and miscellaneous supplies); and (\$1,500) for safety/training.

“Other Services & Charges” includes State Auditor (\$70,000); travel (\$3,000); communication (\$1,000); General Fund insurance, both liability and property insurance, except Police, Fire and Street (\$288,000); safety/training professional services (\$2,500); repairs and maintenance (\$3,000); operating rentals and leases (\$250); and miscellaneous (\$12,000).

“Capital Outlays” is for the replacement of finance equipment.

Department: *Finance*
Division: *N/A*

Program: *Budgeting, Accounting, Auditing*
Account: *05-514-230*

Fund: *000-General*

2006 PROGRAM GOALS:

- Complete Comprehensive Annual Financial Report (CAFR) by May 31, 2006.
- Complete Budget Manual by June 30, 2006.
- Develop Risk Management policies and procedures.

2005 PROGRAM GOALS:

- Prepare draft financial policies in first quarter. ***Council adopted policies in September 2005.***
- Complete Comprehensive Annual Financial Report (CAFR) by June 2005. ***Completed.***
- Develop Risk Management policies and procedures. ***Deferred to 2006.***
- Complete Budget Manual by February 28. ***Deferred to 2006.***

PROGRAM PERFORMANCE MEASURES:

	<u>2004 ACTUAL</u>	<u>2005 ACTUAL</u>	<u>2006 ESTIMATE</u>
Water Shut-off Notices	315	422	400
Delinquent Billings (annual) - Water	1,164	1,353	1,300
Liens Filed - Surface Water	0	50	100
Claims Warrants Issued	8,950	8,325	8,900
Average No. Employees Paid Monthly	382	382	380
W2's Processed	550	560	550

Department: Mayor
Division: City Attorney

Program: Legal Services
Account: 06-515-200

Fund: 000-General

PROGRAM DESCRIPTION:

The mission and primary function of the City Attorney's Office is to provide legal advice and counsel to the City Administration and City Council, to prosecute persons cited into Tukwila Municipal Court, to defend the City against claims and suits, and to approve contracts as to legal form.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	2004 ACTUAL	2005 BUDGET	2005 ACTUAL	2006 BUDGET
10 Salaries & Wages	\$ 5,000	\$ 2,500	\$ 2,500	\$ 2,500
20 Personnel Benefits	0	0	0	224
30 Supplies	5,000	5,000	5,000	5,000
40 Other Services & Charges	414,000	385,500	385,500	398,500
TOTAL	\$ 424,000	\$ 393,000	\$ 393,000	\$ 406,224

BUDGET NARRATIVE:

“Salaries & Wages” and “Personnel Benefits” includes extra labor.

“Supplies” includes expansion of the law library.

“Other Services & Charges” includes contracted basic attorney services including municipal court prosecutions and a legal assistant (\$341,000); extra contracted legal services (\$40,000); communication (\$12,000); professional services (\$2,000); operating rentals and leases (\$500); repairs and maintenance (\$2,000); and miscellaneous for travel, registrations, and other expenditures (\$1,000).

Department: Mayor
Division: City Attorney

Program: Legal Services
Account: 06-515-200

Fund: 000-General

2006 PROGRAM GOALS:

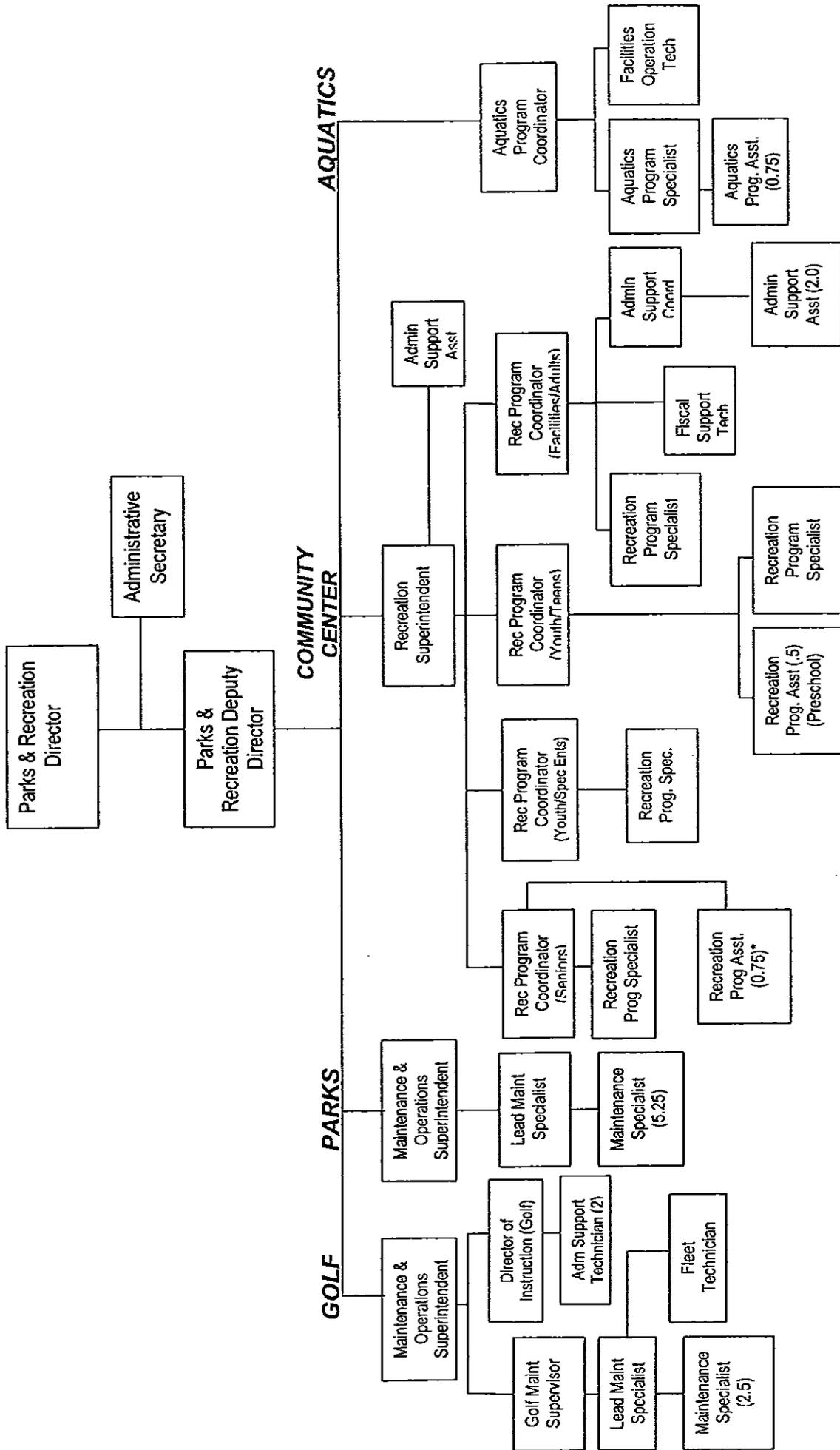
- Provide city-wide training in conjunction with Administrative Services related to personnel issues.
- Update and revise standardized contracts and other form documents.
- Work with City staff on Tukwila International Boulevard (Urban Renewal District) revitalization efforts from land use, public works and Police Department perspectives.
- Work with City staff on regional issues and regional projects or proposals impacting the City.
- Work to keep prosecution costs down, (i.e., reduction in overall number of jury trials, if possible).
- Continue to assess overall enforcement strategy of adult entertainment regulations and explore aggressive methods to gain compliance.
- Work with City staff on code enforcement issues and on strengthening provisions of the Tukwila Municipal Code to allow for more effective code enforcement.
- Work with the Department of Community Development on Comprehensive Plan update, shoreline management issues, critical areas ordinances and Endangered Species Act issues.
- Develop operating procedures for litigation process.
- Work with City staff to develop streamlined procedures for administrative hearings and non-tort litigation.

2005 PROGRAM GOALS:

- Work with City staff on Tukwila International Boulevard (Urban Renewal District) revitalization efforts from land use, public works and Police Department perspectives. **Ongoing.**
- Work with City staff on regional issues and regional projects or proposals impacting the City. **Ongoing.**
- Work to keep prosecution costs down, (i.e., reduction in overall number of jury trials, if possible). **Ongoing.**
- Continue to assess overall enforcement strategy of adult entertainment regulations and explore aggressive methods to gain compliance. **Ongoing.**
- Work with City staff on code enforcement issues and on strengthening provisions of the Tukwila Municipal Code to allow for more effective code enforcement. **Ongoing.**
- Work with the Department of Community Development on Comprehensive Plan update, shoreline management issues, critical areas ordinances and Endangered Species Act issues. **Partially completed, ongoing.**
- Develop operating procedures for litigation process. **Ongoing.**
- Work with City staff to develop streamlined procedures for administrative hearings and non-tort litigation. **Ongoing.**

NOTES

DEPARTMENT OF PARKS & RECREATION ORGANIZATION



Department: *Parks & Recreation*
Division: *Administration*

Program: *Parks & Recreation Services*
Account: *07-574-100*

Fund: *000-General*

PROGRAM DESCRIPTION:

The mission of the Administrative Division is to direct and support all other divisions with their endeavors to promote and provide safe, positive leisure-time activities, events and facilities.

All major park, aquatics, golf and recreation development, services and contracts are coordinated and supervised by the administrative division. This division also interacts with all other departments and serves as staff to the Park and Arts Commissions as well as the Library Advisory Board.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	2004 ACTUAL	2005 BUDGET	2005 ACTUAL	2006 BUDGET
10 Salaries & Wages	\$ 210,000	\$ 222,500	\$ 222,500	\$ 232,359
20 Personnel Benefits	53,000	66,500	66,500	69,931
30 Supplies	2,000	3,000	3,000	4,000
40 Other Services & Charges	10,000	12,000	12,000	37,000
TOTAL	\$ 275,000	\$ 304,000	\$ 304,000	\$ 343,290

BUDGET NARRATIVE:

“Salaries & Wages” includes a Parks and Recreation Director (75%), Deputy Director and an Administrative Secretary.

“Other Services and Charges” reflects miscellaneous charges including travel (\$2,000); professional services (\$26,000); communications (\$2,000); repairs and maintenance (\$3,000); miscellaneous (\$3,000); and blood borne pathogens testing (\$1,000).

NOTE: *The remaining 25% of the Parks and Recreation Director’s salaries and wages are charged to Fund 411.*

Department: *Parks & Recreation*
Division: *Administration*

Program: *Parks & Recreation Services*
Account: *07-574-100*

Fund: *000-General*

2006 PROGRAM GOALS:

- Direct, support and manage all Parks and Recreation division grants, sponsorships and marketing opportunities.
- Manage Phase I development of Duwamish Riverbend Hill Park.
- Oversee the construction of Cascade View Community Park Pea Patch Garden.
- Develop a new Parks, Recreation and Golf Open Space 6-Year Plan for Council approval.
- Complete a new marketing plan for improved revenues at Foster Golf Links.
- Complete the new Macadam Winter Garden Park for public use.
- Oversee and monitor all revenue generating programs in recreation, golf and aquatics.

2005 PROGRAM GOALS:

- Direct, support and manage all Parks and Recreation division grants, sponsorships and marketing opportunities. ***Completed and ongoing.***
- Complete the new Macadam Winter Garden Park for public use. ***Carry over to 2006.***
- Collaborate with Cascade Land Conservancy and the local “Friends of the Hill” group to apply for grant funding for the development of the Duwamish River Bend Hill Park property. ***\$340,000 grant funds obtained.***
- Apply for grant funds to purchase riverfront property next to the 57th Avenue S. Mini Park. ***\$75,000 King County Conservation Futures Grant obtained.***

Department: *Parks & Recreation*
Division: *Recreation*

Program: *Recreation Services*
Account: *07-574-200*
07-574-201

Fund: *000-General*

PROGRAM DESCRIPTION:

The mission of the Recreation Division is to promote and provide social, cultural, physical, and educational recreation activities for participants of all ages during their leisure time.

The Recreation facilities (Community Center, school facilities and parks) and Recreation staff (both part and full-time) are the tools used to conduct these services and programs for the community. Services are planned, promoted and conducted in various locations, during all seasons of the year by staff and instructors. Fees are collected to offset specific activity costs for most programs.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
10 Salaries & Wages	\$1,002,000	\$1,089,450	\$1,089,450	\$1,131,552
20 Personnel Benefits	251,000	286,500	286,500	312,983
30 Supplies	95,000	94,200	94,200	108,155
40 Other Services & Charges	240,000	339,108	339,108	449,791
60 Capital Outlays	30,000	30,000	30,000	59,720
TOTAL	\$1,618,000	\$1,839,258	\$1,839,258	\$2,062,201

BUDGET NARRATIVE:

“Salaries & Wages” includes a Recreation Superintendent; an Administrative Support Coordinator; a Fiscal Support Technician; four (4) Recreation Program Coordinators; four (4) Recreation Program Specialists; a ¾-time and ½-time (1.25) Recreation Program Assistants; and three (3) Administrative Support Assistants. Extra Labor (\$372,024) is distributed among the youth, teen, senior, athletic, rental, general programs, and TCSC (\$47,150 - *see note below*).

The “Supplies” budget is distributed among the various programs.

“Other Services & Charges” includes professional services (\$178,561); communication (\$24,100); travel (\$6,170); advertising (\$10,100); rentals (\$28,200); equipment rentals (\$39,310); repairs (\$19,400); printing (\$25,500); trip admissions (\$89,250); special accommodations (inclusion) (\$5,000); Backyard Wildlife Fair (\$10,000); and miscellaneous (\$14,200).

“Capital Outlays” reflect replacement equipment (\$30,000) and new office and fitness equipment (\$29,720).

Note: The total amount budgeted for the Tukwila Community Schools Collaborative (TCSC) Project is \$74,301.

Department: *Parks & Recreation*
Division: *Recreation*

Program: *Recreation Services*
Account: *07-574-200*
07-574-201

Fund: *000-General*

2006 PROGRAM GOALS:

- Develop and implement a new Senior Information and Referral Fair.
- Expand the Senior Meals on Wheels program participation through identification of additional qualified residents.
- Sponsor a quarterly program or event through the “Step Up to Health” program to promote community-wide healthy living and wellness.
- Support City-wide efforts to provide multi-lingual information and marketing for programs and services.
- Provide increased staff assistance to City-wide special events including the Backyard Wildlife Fair and the Tukwila International Farmer’s Market.
- Develop and manage new volunteer opportunities in Tukwila.
- Update the Recreation Division portion of the City’s website.

2005 PROGRAM GOALS:

- Continue the development of specialized recreation opportunities and promote inclusion in all recreation division programs. ***In progress.***
- Maintain preschool program enrollment at 100% for the entire year. ***Completed.***
- Refocus the Youth/Teen Basketball League to learning game fundamentals, teamwork, and positive sportsmanship. ***Completed.***
- Develop a curriculum for the Before and After School Program at the Community Center. ***In progress.***
- Expand special interest program offerings for all ages. ***Completed.***
- Work with Starfire Sports and other City departments in the development of policies and procedures for special events and rentals at Fort Dent Park. ***Proceeding on a case-by-case basis.***

NOTES

Department: *Parks & Recreation*
Division: *Aquatics*

Program: *Recreation Services*
Account: *07-576-200*

Fund: *000-General*

PROGRAM DESCRIPTION:

The mission of the Aquatics Division is to promote and provide social, cultural, physical and safe swimming activities, lessons and events for participants of all ages during their leisure time.

The aquatics facilities (City of Tukwila Pool) and aquatic staff, which include both part and full-time employees, are the tools used to conduct these swimming services and programs for the community. The Aquatics Division will provide lessons and open swims year-round and fees will be collected in efforts to offset costs.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
10 Salaries & Wages	\$ 248,000	\$ 264,000	\$ 264,000	\$ 276,568
20 Personnel Benefits	65,000	77,000	77,000	81,067
30 Supplies	17,000	14,000	14,000	13,000
40 Other Services & Charges	111,000	110,000	110,000	110,100
60 Capital Outlays	0	0	0	2,000
TOTAL	\$ 441,000	\$ 465,000	\$ 465,000	\$ 482,735

BUDGET NARRATIVE:

“Salaries & Wages” includes an Aquatics Program Coordinator, Aquatics Program Specialist, a Facilities Operations Technician, and a ¾-time (.75) Aquatics Program Assistant. Extra labor of (\$85,075) is for lifeguard and swim instruction.

“Other Services & Charges” includes professional services (\$300); communications (\$4,000); travel (\$400); advertising (\$400); utilities (\$95,000); repairs and maintenance (\$8,000); and miscellaneous (\$2,000).

“Capital Outlays” reflect replacement pool equipment (\$2,000).

Department: *Parks & Recreation*
Division: *Aquatics*

Program: *Recreation Services*
Account: *07-576-200*

Fund: *000-General*

2006 PROGRAM GOALS:

- Ensure that 100% of all pool staff is trained for Automated External Defibrillator (AED) emergency lifesaving use.
- Increase aquatic revenue fee and rental use by 10% over 2005 total.
- Continue to upgrade the 30-year-old facility with HVAC efficiency and capabilities.
- Recruit, train and maintain more quality lifeguards and swim instructors for city swim programs.

2005 PROGRAM GOALS:

- Recover 50% of purchase price of new pool water slide through increased attendance at public swims and prescheduled private rentals. **Completed.**
- Paint the Pool's exterior building walls and upgrade the facility's HVAC capabilities. **Completed.**
- Continue to work with the Tukwila Community Center in marketing and making pool time available for TCC's special events and camps. **Ongoing.**

Department: *Parks & Recreation*
Division: *Park Maintenance*

Program: *Park Maintenance Services*
Account: *15-576-800*

Fund: *000-General*

PROGRAM DESCRIPTION:

The mission of the Park Maintenance Division is to preserve and improve the quality of each City outdoor facility. This division maintains over 159 acres, including 3 fire station grounds, 11 neighborhood parks, 3 mini parks, Fort Dent Park, City Hall grounds, City Pool grounds, Tukwila Skate Park, Community Center grounds, Japanese Garden, (15) foot trails, and 11 miles of major regional trails. A broad range of equipment and skilled workers are needed to maintain and improve the great variety of trees, shrubs, annuals, turf, irrigation systems, maintenance equipment, and outdoor play equipment.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
10 Salaries & Wages	\$ 382,000	\$ 416,000	\$ 416,000	\$ 432,946
20 Personnel Benefits	118,000	134,000	134,000	144,023
30 Supplies	45,000	44,500	44,500	49,500
40 Other Services & Charges	200,000	225,936	225,936	256,113
60 Capital Outlays	6,000	15,000	15,000	22,500
TOTAL	\$ 751,000	\$ 835,436	\$ 835,436	\$ 905,082

BUDGET NARRATIVE:

“Salaries & Wages” includes a Maintenance & Operations (Parks) Superintendent, Lead Maintenance Specialist, three (3) Maintenance Specialists, three (3) ¾-time Maintenance Specialists, and additional extra labor (\$40,000).

“Supplies” includes operating and office supplies (\$500); repairs and maintenance supplies (\$40,000); park equipment supplies (\$6,500); and small tools (\$2,500).

“Other Services & Charges” includes custodial cleaning services (\$4,000); communication (\$500); travel (\$600); advertising (\$500); equipment rental (\$55,013); rentals (\$8,000); utilities (\$115,000); Fort Dent maintenance (\$23,000); security services (\$18,000); repairs and maintenance (\$27,500); and miscellaneous (\$4,000).

“Capital Outlays” reflects playground equipment replacement (\$15,000); a pea patch garden (\$5,000); and hanging flower baskets (\$2,500).

Department: *Parks & Recreation*
Division: *Park Maintenance*

Program: *Park Maintenance Services*
Account: *15-576-800* **Fund:** *000-General*

2006 PROGRAM GOALS:

- Assimilate new parks into the Parks Division (Codiga Farm Park and Macadam Winter Garden) and develop maintenance plans for each.
- Provide assistance to the Recreation Division for City-wide special events including the Backyard Wildlife Fair and the Tukwila International Farmer's Market.
- Reinstate flower basket program.
- Replace swings and playground equipment at Tukwila Park.
- Design and construct a new Pea Patch Garden at Cascade View Community Park.
- Oversee all volunteer park enhancement projects annually.

2005 PROGRAM GOALS:

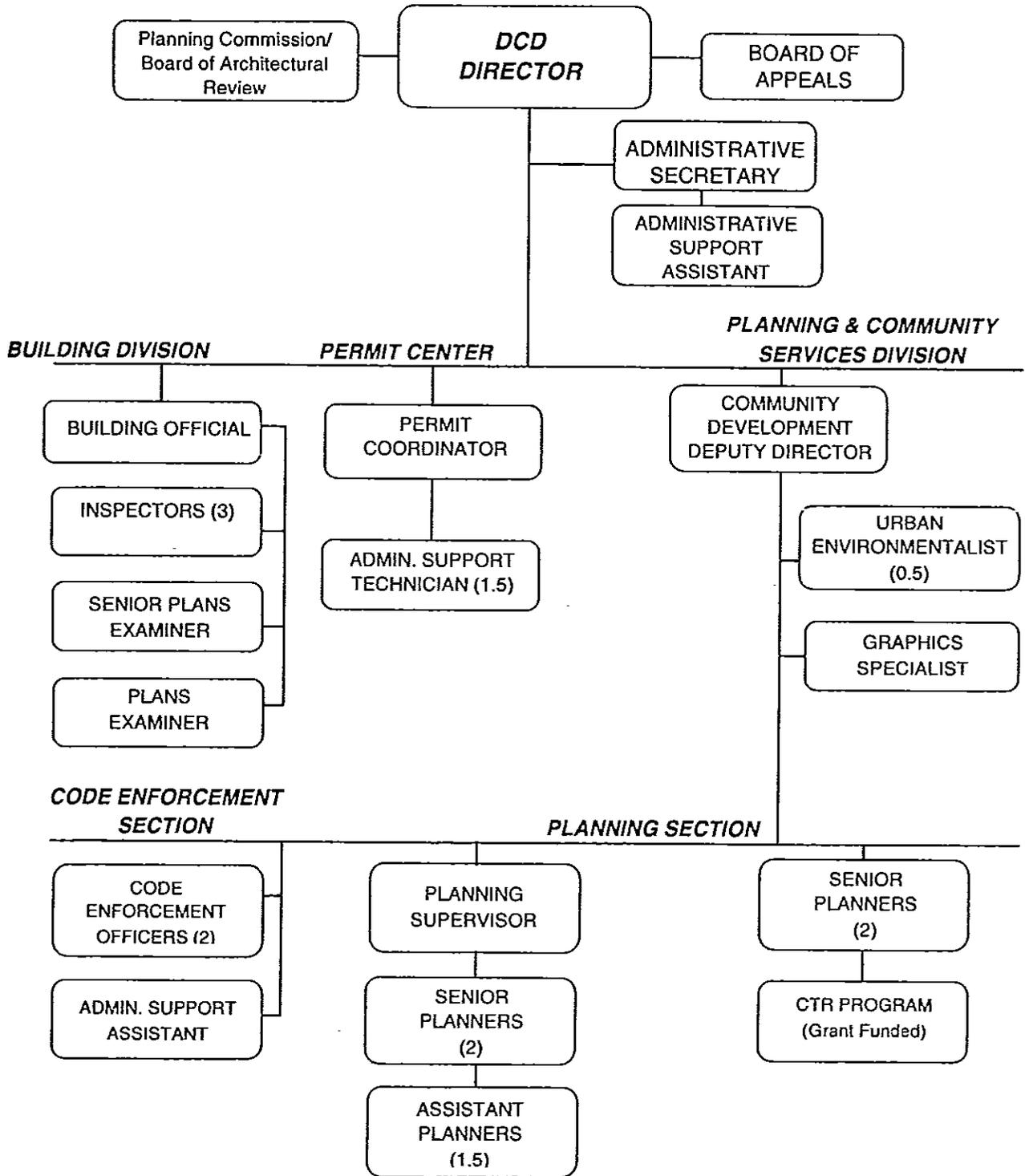
- Assimilate new parks into the Parks Division (Codiga Farm Park and Macadam Winter Garden) and develop maintenance plans for each. ***Deferred to 2006.***
- Replace playground equipment at Bicentennial Park and swings at Tukwila Park. ***Playground equipment completed.***
- Explore cost saving options due to current and future budget constraints to assure continuance of existing maintenance standards. ***Completed.***
- Assist in design and construction of Macadam Winter Garden project. ***Completed.***
- Oversee all volunteer park enhancement projects annually. ***Completed and ongoing.***

PROGRAM PERFORMANCE MEASURES:

	<u>2004 ACTUAL</u>	<u>2005 ACTUAL</u>	<u>2006 ESTIMATE</u>
Developed park and building grounds (acres)	158	158	160
Staffing - 5 full time 3-3/4 part time	7.25	7.25	7.25
Acres per F.T.E.	22	22	22
Cost per acre spent to maintain	\$4,600	\$4,800	\$5,000

NOTES

DEPARTMENT OF COMMUNITY DEVELOPMENT



2006 BUDGET

SUMMARY

DEPARTMENT OF COMMUNITY DEVELOPMENT

<u>DEPARTMENT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
Administration	\$ 297,000	\$ 406,700	\$ 406,700	\$ 353,824
Planning	1,333,000	1,306,914	1,306,914	1,219,200
Code Enforcement	99,000	104,276	104,276	148,452
Permit Coordination	163,000	214,300	214,300	200,565
Building	431,000	525,363	525,363	569,412
TOTALS	\$ 2,323,000	\$ 2,557,553	\$ 2,557,553	\$ 2,491,453

Department: *Community Development* **Program:** *Administration*

Division: *Administration*

Account: *08-558-100*

Fund: *000-General*

PROGRAM DESCRIPTION:

The Department of Community Development is organized into three divisions: Building, Permit Coordination, and Planning and Community Services. Administration oversees the functions of Building, Planning and Permit Coordination and provides reception and clerical support to the department. The Director is the SEPA responsible official for environmental review, chairman of the Development Review Committee and Short Subdivision Committee, and coordinator of regional planning issues.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	2004 ACTUAL	2005 BUDGET	2005 ACTUAL	2006 BUDGET
10 Salaries & Wages	\$ 202,000	\$ 226,200	\$ 226,200	\$ 227,408
20 Personnel Benefits	50,000	67,000	67,000	62,416
30 Supplies	3,000	4,000	4,000	3,000
40 Other Services & Charges	42,000	109,500	109,500	61,000
TOTAL	\$ 297,000	\$ 406,700	\$ 406,700	\$ 353,824

BUDGET NARRATIVE:

“Salaries & Wages” includes the Community Development Director, Administrative Secretary, and an Administrative Support Assistant.

“Other Services & Charges” includes professional services (\$40,000); computer software (\$13,000); repairs (\$5,000); travel (\$1,000); and miscellaneous (\$2,000).

Department: *Community Development* **Program:** *Code Enforcement*

Division: *Planning*

Account: *08-558-603*

Fund: *000-General*

PROGRAM DESCRIPTION:

The Code Enforcement office works with citizens and property owners to resolve non-criminal violations of the Tukwila Municipal Code.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
10 Salaries & Wages	\$ 67,000	\$ 69,000	\$ 69,000	\$ 98,174
20 Personnel Benefits	25,000	26,600	26,600	41,251
30 Supplies	2,000	1,800	1,800	1,500
40 Other Services & Charges	5,000	6,876	6,876	7,527
TOTAL	\$ 99,000	\$ 104,276	\$ 104,276	\$ 148,452

BUDGET NARRATIVE:

“Salaries & Wages” reflects two (2) Code Enforcement Officers and a half-time (.5) Administrative Support Assistant.

“Other Services & Charges” includes professional services (\$1,000); travel (\$1,000); equipment rental (\$3,527); public utility services (\$1,000); and miscellaneous (\$1,000).

2006 PROGRAM GOALS:

- Proactive code enforcement in the areas of unsafe and uninhabitable buildings; trash, debris and abandoned materials; scrapped vehicles and illegal parking on residential property; and graffiti.

2005 PROGRAM GOALS:

- Provide community education on new residential parking regulations prior to initiating enforcement. **Completed.**
- Coordinate abatement of dilapidated structures. **Completed.**

Department: *Community Development* **Program:** *Permit Coordination*
Division: *Permit Coordination* **Account:** *08-559-100* **Fund:** *000-General*

PROGRAM DESCRIPTION:

The Permit Coordination Division is responsible for maintaining the Permit System and receiving and issuing permits using Accela software. Monthly building activity reports are prepared and forwarded to King County for sales tax and property tax credits. Public information is maintained at the counter for applicants and citizenry.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
10 Salaries & Wages	\$ 104,000	\$ 130,000	\$ 130,000	\$ 120,548
20 Personnel Benefits	32,000	44,500	44,500	38,717
30 Supplies	2,000	1,500	1,500	1,500
40 Other Services & Charges	25,000	38,300	38,300	39,800
TOTAL	\$ 163,000	\$ 214,300	\$ 214,300	\$ 200,565

BUDGET NARRATIVE:

“Salaries & Wages” includes a Permit Coordinator and one & one-half (1.5) Administrative Support Technicians.

“Supplies” are for the division and other departments in issuing permits through the Accela permit system.

“Other Services & Charges” includes professional services (\$36,000); travel (\$1,800); repairs and maintenance (\$500); and miscellaneous of (\$1,500).

Department: *Community Development* **Program:** *Building*
Division: *Building* **Account:** *08-559-600* **Fund:** *000-General*

PROGRAM DESCRIPTION:

The mission of the Building Division is to ensure building construction conforms to the statewide building code and companion codes and City ordinances. The focus of the division is the building permit process, plan review process, inspection process, and issuance of Certificates of Occupancy.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
10 Salaries & Wages	\$ 294,000	\$ 349,000	\$ 349,000	\$ 356,268
20 Personnel Benefits	97,000	128,600	128,600	130,193
30 Supplies	4,000	3,000	3,000	3,900
40 Other Services & Charges	36,000	44,763	44,763	79,051
TOTAL	\$ 431,000	\$ 525,363	\$ 525,363	\$ 569,412

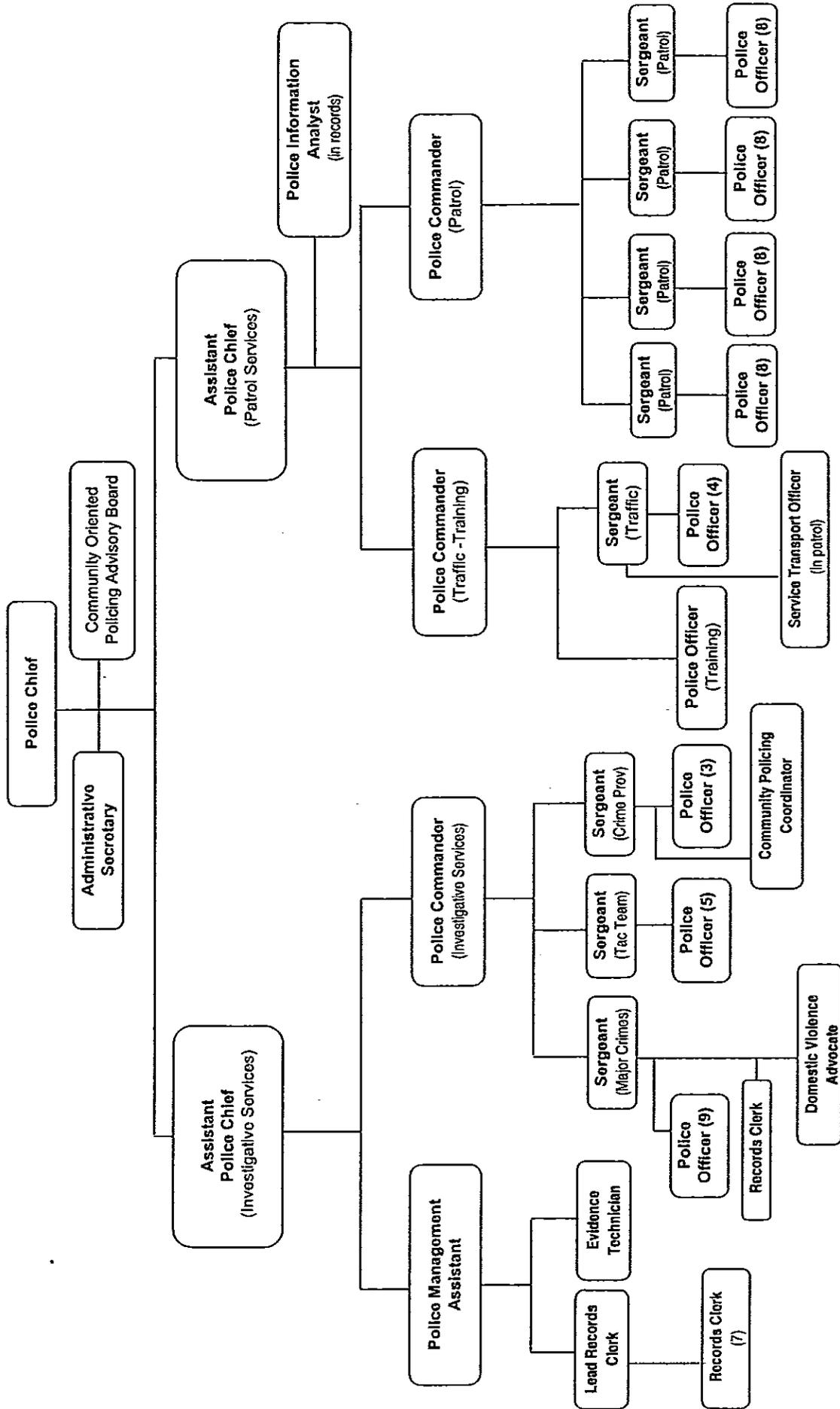
BUDGET NARRATIVE:

“Salaries & Wages” includes a Building Official, three (3) Inspectors, a Senior Plans Examiner, and a Plans Examiner.

“Other Services & Charges” includes professional services (\$49,000) which partially includes special inspection of the Southcenter Mall redevelopment project; travel (\$2,800); equipment rental (\$16,851); plumbing code (\$7,500); repairs and maintenance (\$500); and miscellaneous (\$2,400).

NOTES

Tukwila Police Department



NOTES

2006 BUDGET

SUMMARY

POLICE DEPARTMENT

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
Administration	\$ 1,039,000	\$ 1,135,344	\$ 1,135,344	\$ 1,168,285
Patrol:	5,448,000	5,653,527	5,653,527	5,441,722
<i>Traffic</i>	339,000	371,830	371,830	539,433
<i>Training</i>	183,000	189,775	189,775	201,900
Special Services	1,088,000	1,145,978	1,145,978	1,205,629
Investigations:				
<i>Investigation (Major Crimes)</i>	1,049,000	1,110,616	1,110,616	1,222,350
<i>Gambling/Special Operations</i>	841,000	892,620	892,620	849,431
<i>Crime Prevention</i>	292,000	304,660	304,660	501,328
TOTALS	\$10,279,000	\$10,804,350	\$10,804,350	\$11,130,078

Department: *Police*
Division: *Administration*

Program: *Administration*
Account: *10-521-100*

Fund: *000-General*

PROGRAM DESCRIPTION:

The management functions of the Police Department are included in this program. Those functions include fiscal, personnel, planning, research/development, inter- and intra-department operations and intergovernmental coordination.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	2004 ACTUAL	2005 BUDGET	2005 ACTUAL	2006 BUDGET
10 Salaries & Wages	\$ 616,000	\$ 616,500	\$ 616,500	\$ 648,776
20 Personnel Benefits	163,000	187,500	187,500	180,825
30 Supplies	10,000	8,000	8,000	9,000
40 Other Services & Charges	250,000	323,344	323,344	329,684
TOTAL	\$1,039,000	\$1,135,344	\$1,135,344	\$1,168,285

BUDGET NARRATIVE:

“Salaries & Wages” includes a Police Chief, two (2) Assistant Police Chiefs, three (3) Police Commanders, and an Administrative Secretary.

“Supplies” includes annual report, patches, publications, manuals, printer supplies, and other miscellaneous supplies.

“Other Services & Charges” includes professional services (\$5,525); communication (\$5,040); equipment rental (\$32,218); insurance (\$236,000); repairs and maintenance (radios) (\$37,481); other repairs (\$7,740); travel and miscellaneous (\$5,680).

Department: *Police*

Program: *Administration*

Division: *Administration*

Account: *10-521-100*

Fund: *000-General*

2006 PROGRAM GOALS:

- Emphasize customer service.
- Recognize excellent performance.
- Resolve community problems through partnerships and problem solving.

2005 PROGRAM GOALS:

- Emphasize customer service. ***Ongoing.***
- Complete update of Department's policy manual. ***Completed.***
- Recognize excellent performance. ***Completed.***
- Resolve community problems through partnerships and problem solving. ***Completed.***

PROGRAM PERFORMANCE MEASURES:

	<u>2004 ACTUAL</u>	<u>2005 ACTUAL</u>	<u>2006 ESTIMATE</u>
Goals & Objectives Development	1	1	1
Publish Annual Report	1	1	1

Department: *Police*
Division: *Operations*

Program: *Patrol*
Account: *10-521-220*

Fund: *000-General*

PROGRAM DESCRIPTION:

Patrol division officers respond first to all emergency and non-emergency police calls, they investigate misdemeanor and felony crimes, gather evidence and make arrests, mediate disputes, assist motorists, identify and correct hazardous conditions, keep the peace in our community, maintain a patrol presence to prevent crime, identify and resolve community crime problems, and educate the public on the law and crime prevention measures. Operations division also includes K-9 teams and Police Explorers.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
10 Salaries & Wages	\$3,095,000	\$ 3,246,000	\$3,246,000	\$ 2,970,029
20 Personnel Benefits	1,030,000	1,129,000	1,129,000	1,119,781
30 Supplies	40,000	31,834	31,834	35,634
40 Other Services & Charges	390,000	389,068	389,068	504,353
50 Intergovt. Services & Taxes	820,000	740,000	740,000	770,000
60 Capital Outlays	73,000	117,625	117,625	41,925
TOTAL	\$5,448,000	\$ 5,653,527	\$5,653,527	\$ 5,441,722

BUDGET NARRATIVE:

“Salaries & Wages” includes two (2) Master Sergeants and two (2) Sergeants, thirty-two (32) Police Officers, and a Services and Transport Officer position.

“Supplies” includes miscellaneous supplies and equipment (\$21,529); K-9 supplies (\$2,325); Explorers supplies (\$850); Civil Disturbance Unit (\$2,000); and Emergency Services Unit supplies (\$8,930).

“Other Services & Charges” includes professional services (\$2,000); communication (\$30,000); equipment rental (\$419,373); Federal LLEBG grant (\$20,000); repairs and maintenance (\$21,450); uniform cleaning (\$7,500); and miscellaneous (\$4,030).

“Intergovernmental” reflects King County and other jail service costs.

“Capital Outlays” reflects replacement equipment (\$41,925).

Department: *Police*
Division: *Operations*

Program: *Patrol*
Account: *10-521-220*

Fund: *000-General*

2006 PROGRAM GOALS:

- Advance officer safety through upgrades in equipment.
- Advance officer safety by providing relevant training.
- Enhance response capabilities to incidents of terrorism and weapons of mass destruction.
- Reduce criminal victimization in identified “hot spot” locations.
- Upgrade patrol fleet with current and available technology (e.g., laptops, wireless).

2005 PROGRAM GOALS:

- Advance officer safety through upgrades in equipment. **Completed.**
- Advance officer safety by providing relevant training. **Completed.**
- Enhance response capabilities to incidents of terrorism and weapons of mass destruction. **Completed.**
- Maintain and build upon neighborhood partnerships. **Completed.**
- Upgrade patrol fleet with current and available technology (e.g., laptops, wireless). **Completed and ongoing.**
- Reduce criminal victimization in identified “hot spot” locations. **Completed.**

PROGRAM PERFORMANCE MEASURES:

	<u>2004 ACTUAL</u>	<u>2005 ACTUAL</u>	<u>2006 ESTIMATE</u>
Calls for Service	29,772	32,993	33,000
Case Reports Generated	8,400	9,220	9,500
Response Time (Emergency)			
Priority 1	3.1 min.	3.9 min.	3.9 min.
Priority 2	10.2 min.	10.2 min.	10.2 min.
Response Time (Non-Emergency)	18.5 min.	17.7 min.	17.7 min.
Adult Arrests	2,200	2,118	2,200
Juvenile Arrests	300	247	300

Department: *Police*
Division: *Special Services*

Program: *Records / Evidence*
Account: *10-521-230*

Fund: *000-General*

PROGRAM DESCRIPTION:

Process all department criminal and incident reports while complying with laws regarding privacy and security. Transcribe all department case reports and serve as department receptionists. Maintain and store all criminal history records information.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	2004 ACTUAL	2005 BUDGET	2005 ACTUAL	2006 BUDGET
10 Salaries & Wages	\$ 467,000	\$ 512,000	\$ 512,000	\$ 543,926
20 Personnel Benefits	130,000	154,500	154,500	164,942
30 Supplies	20,000	31,900	31,900	31,900
40 Other Services & Charges	36,000	62,578	62,578	63,478
50 Intergovt. Services & Taxes	385,000	385,000	385,000	392,683
60 Capital Outlays	50,000	0	0	8,700
TOTAL	\$ 1,088,000	\$ 1,145,978	\$ 1,145,978	\$ 1,205,629

BUDGET NARRATIVE:

“Salaries & Wages” includes a Police Management Assistant, an Evidence Technician, a Police Lead Records Clerk, seven (7) Police Records Clerks, and a Police Information Analyst.

“Supplies” includes evidence supplies (\$9,400) and general office supplies (\$22,500).

“Other Services & Charges” includes communication (\$11,291); rentals (\$17,187); repairs and maintenance (\$22,000); professional services (\$11,500); and miscellaneous (\$1,500).

“Intergovernmental Services & Taxes” reflects the Police share of Valley Com.

“Capital Outlays” reflects replacement equipment.

Department: Police

Program: Investigation (Major Crimes)

Division: Operations/Investigations

Account: 10-521-210

Fund: 000-General

PROGRAM DESCRIPTION:

Conduct all follow-up investigation associated with major crimes to include crimes against persons, crimes against property, fraud, and white-collar offenses.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	2004 ACTUAL	2005 BUDGET	2005 ACTUAL	2006 BUDGET
10 Salaries & Wages	\$ 769,000	\$ 796,000	\$ 796,000	\$ 879,809
20 Personnel Benefits	225,000	243,000	243,000	259,775
30 Supplies	2,000	4,200	4,200	4,400
40 Other Services & Charges	48,000	59,416	59,416	70,366
60 Capital Outlays	5,000	8,000	8,000	8,000
TOTAL	\$1,049,000	\$1,110,616	\$1,110,616	\$1,222,350

BUDGET NARRATIVE:

“Salaries & Wages” includes a Master Sergeant, nine (9) Master Police Officers, one (1) Records Clerk, and a Domestic Violence Advocate.

“Other Services & Charges” includes professional services for medical and polygraph exams (\$1,650); communication (\$5,400); rentals (\$7,200); equipment rental (\$43,116); travel (\$3,200); repairs and maintenance (\$8,300); and miscellaneous (\$1,500).

“Capital Outlays” includes a laptop computer (\$2,000); two (2) replacement computers (\$2,200); and replacement badges (\$3,800).

Department: Police

Program: Gambling/Special Operations

Division: Operations/Investigations

Account: 10-521-250

Fund: 000-General

PROGRAM DESCRIPTION

This unit provides specific criminal emphasis operations, which include narcotics, gambling, and vice-related activities. Also included are all gambling licensee audits and adult entertainment license background applications.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	2004 ACTUAL	2005 BUDGET	2005 ACTUAL	2006 BUDGET
10 Salaries & Wages	\$ 508,000	\$ 577,500	\$ 577,500	\$ 530,688
20 Personnel Benefits	140,000	162,000	162,000	162,023
30 Supplies	3,000	6,000	6,000	6,000
40 Other Services & Charges	61,000	41,020	41,020	43,720
60 Capital Outlays	129,000	106,100	106,100	107,000
TOTAL	\$ 841,000	\$ 892,620	\$ 892,620	\$ 849,431

BUDGET NARRATIVE:

“Salaries & Wages” includes one (1) Master Sergeant, five (5) Master Police Officers including VNET (Valley Narcotics Enforcement Team).

“Other Services & Charges” includes communication (\$3,000); operating leases for undercover vehicles (\$16,320); equipment rental (\$14,400); and miscellaneous (\$10,000).

“Capital Outlays” reflects estimated confiscation proceeds, which will be contributed towards capital equipment to be determined (\$85,000); Highway 99 Neighborhood Resource Center (\$20,000); and a grant project match (\$2,000).

See page 96 for Goals/Accomplishments.

Department: *Police*

Program: *Crime Prevention*

Division: *Operations/Support Svcs.*

Account: *10-521-300*

Fund: *000-General*

PROGRAM DESCRIPTION:

This section provides on-going commercial and residential security surveys, training and information programs, and maintains community crime analysis for business and residential communities. Also, maintains an on-going *D.A.R.E.* program within elementary, middle and high school levels.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	2004 ACTUAL	2005 BUDGET	2005 ACTUAL	2006 BUDGET
10 Salaries & Wages	\$ 218,000	\$ 216,000	\$ 216,000	\$ 374,406
20 Personnel Benefits	50,000	60,500	60,500	97,242
30 Supplies	9,000	8,800	8,800	8,800
40 Other Services & Charges	15,000	19,360	19,360	20,880
TOTAL	\$ 292,000	\$ 304,660	\$ 304,660	\$ 501,328

BUDGET NARRATIVE:

“Salaries & Wages” reflects one (1) Master Police Sergeant, three (3) Police Officers (school resource and accreditation/prevention), and one (1) Community Policing Coordinator.

“Supplies” includes newsletters, miscellaneous supplies, minor equipment, and *D.A.R.E.* supplies.

“Other Services & Charges” includes equipment rental (\$7,780); communication (\$2,200); and miscellaneous (\$10,900).

See page 96 for Goals/Accomplishments.

Department: *Police*
Division: *Operations/Patrol*

Program: *Training*
Account: *10-521-400*

Fund: *000-General*

PROGRAM DESCRIPTION:

Planning, evaluation, scheduling, and documentation of all training programs within the department.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
10 Salaries & Wages	\$ 80,000	\$ 78,500	\$ 78,500	\$ 80,912
20 Personnel Benefits	24,000	26,000	26,000	28,413
30 Supplies	25,000	25,300	25,300	25,300
40 Other Services & Charges	54,000	59,975	59,975	67,275
TOTAL	\$ 183,000	\$ 189,775	\$ 189,775	\$ 201,900

BUDGET NARRATIVE:

“Salaries & Wages” includes a Master Police Officer position.

“Supplies” includes department ammunition needs and miscellaneous supplies.

“Other Services & Charges” includes departmental travel (\$20,000); professional services (\$13,000); and repairs and maintenance/miscellaneous (\$34,275).

See page 96 for Goals/Accomplishments.

Department: Police
Division: Operations/Patrol

Program: Traffic
Account: 10-521-700
Fund: 000-General

PROGRAM DESCRIPTION:

Provides traffic law enforcement and traffic control. Investigates traffic related incidents and develops and works from a comprehensive traffic plan, which includes: traffic safety education, enforcement programs such as D.W.I. enforcement, and coordination with City Engineering. Also, management of the Traffic Volunteer Program.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
10 Salaries & Wages	\$ 227,000	\$ 246,500	\$ 246,500	\$ 393,613
20 Personnel Benefits	69,000	81,000	81,000	93,759
30 Supplies	2,000	1,600	1,600	1,600
40 Other Services & Charges	41,000	42,730	42,730	50,461
TOTAL	\$ 339,000	\$ 371,830	\$ 371,830	\$ 539,433

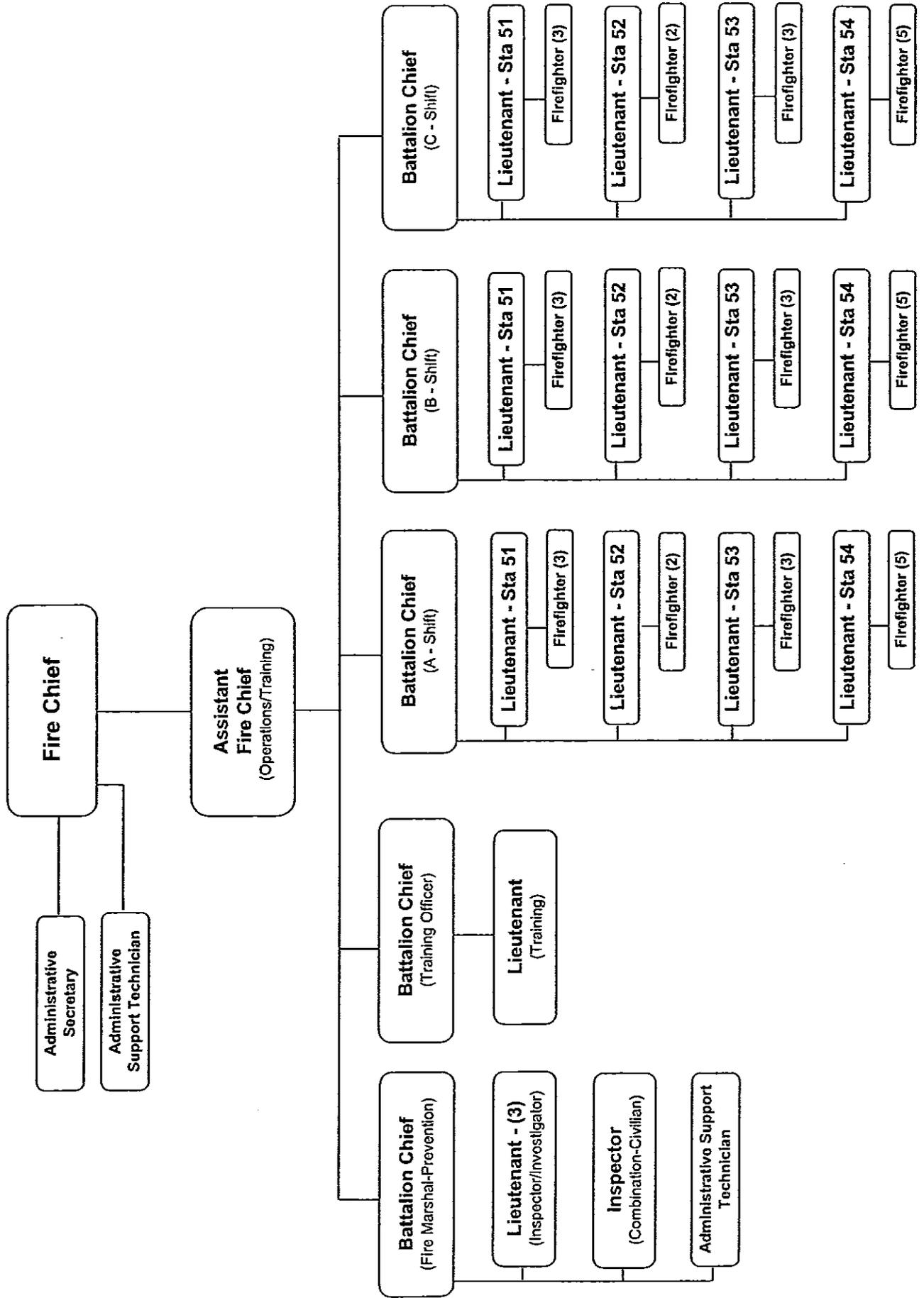
BUDGET NARRATIVE:

“Salaries & Wages” includes a Master Police Sergeant and four (4) Master Police Officers.

“Other Services & Charges” includes communication (\$3,000); equipment rental (\$42,161); repairs (\$4,800); and miscellaneous (\$500).

See page 96 for Goals/Accomplishments.

Tukwila Fire Department



NOTES

2006 BUDGET

SUMMARY

FIRE DEPARTMENT

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
Administration	\$ 555,000	\$ 566,502	\$ 566,502	\$ 582,894
Suppression	6,788,000	6,840,900	6,840,900	7,024,166
Prevention & Investigation	401,000	542,300	542,300	659,221
Training	234,000	242,400	242,400	245,865
Facilities	91,000	105,500	105,500	106,500
Special Operations	56,000	78,415	78,415	74,653
Ambulance, Rescue & Emergency	180,000	159,754	159,754	177,344
TOTALS	\$8,305,000	\$8,535,771	\$8,535,771	\$8,870,643

Department: *Fire Department*
Division: *N/A*

Program: *Administration*
Account: *11-522-100*

Fund: *000-General*

PROGRAM DESCRIPTION:

Our mission is to deliver professional services to the greater Tukwila Community and provide a safe working environment for our personnel. The fire administration provides oversight, direction, support and encouragement to the various divisions, teams and individual members of the department to accomplish this mission.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
10 Salaries & Wages	\$ 306,000	\$ 316,000	\$ 316,000	\$ 332,764
20 Personnel Benefits	77,000	86,500	86,500	81,004
30 Supplies	7,000	6,000	6,000	6,000
40 Other Services & Charges	160,000	150,002	150,002	153,126
60 Capital Outlays	5,000	8,000	8,000	10,000
TOTAL	\$ 555,000	\$ 566,502	\$ 566,502	\$ 582,894

BUDGET NARRATIVE:

“Salaries & Wages” includes a Fire Chief, Assistant Fire Chief, an Administrative Secretary, and Administrative Support Technician.

“Other Services & Charges” includes communication (\$8,000); travel (\$1,000); equipment rental (\$31,212); insurance (\$91,000); operating rentals and leases (\$6,500); repairs and maintenance (\$13,414); and miscellaneous (\$2,000).

“Capital Outlays” reflects replacement office furniture (\$7,000) and additional computer workstations (\$3,000).

Department: *Fire Department*
Division: *N/A*

Program: *Administration*
Account: *11-522-100*

Fund: *000-General*

2006 PROGRAM GOALS:

- Conduct management training.
- Review and update department policies and procedures as needed.
- Add, upgrade or replace department computers as needed.
- Apply for Fire Act and other applicable grants.
- Convert to electronic EMS (aid calls) data reporting.
- Order replacement engine.
- Order replacement aerial utilizing Sound Transit mitigation funds.

2005 PROGRAM GOALS:

- Review and update department policies and procedures as needed. ***Ongoing.***
- Coordinate with Public Works to identify alternate fueling sites. ***Completed.***
- Develop furniture replacement schedule. ***Completed.***
- Develop replacement schedule for Station beds. ***Completed.***
- Develop copier replacement schedule. ***Completed.***
- Conduct management training. ***Completed.***
- Add, upgrade, or replace Department computers as needed. ***Ongoing.***
- Apply for Fire Act grant funds. ***Completed.***
- Report National Fire Incident Reporting System (NFIRS) monthly data to the State. ***Completed.***
- Convert to electronic EMS (aid calls) data reporting. ***Deferred to 2006.***
- Conduct Fire Department facility study. ***Not funded in 2005.***
- Update six-year plan. ***Completed.***

Department: Fire Department
Division: N/A

Program: Suppression
Account: 11-522-200

Fund: 000-General

PROGRAM DESCRIPTION:

The purpose of the Suppression Division of the Fire Department is to execute the numerous daily field operations that occur within the City and its extended mutual aid response area. Categorically, these operations are most frequently considered to be emergency or nonemergency. Responses to emergencies include—but are not limited to—fire, medical aid, transportation accidents, and property damage.

The division also supports the other fire operations such as rescue, hazardous material responses, training, fire prevention, public education, and public relations.

PROGRAM OBJECT BUDGET:

PROGRAM OBJECT	2004 ACTUAL	2005 BUDGET	2005 ACTUAL	2006 BUDGET
10 Salaries & Wages	\$4,636,000	\$4,592,000	\$4,592,000	\$4,736,296
20 Personnel Benefits	1,239,000	1,340,000	1,340,000	1,494,251
30 Supplies	73,000	77,000	77,000	90,000
40 Other Services & Charges	208,000	217,900	217,900	259,000
50 Intergovt. Services & Taxes	93,000	93,000	93,000	90,619
60 Capital Outlays	294,000	276,000	276,000	108,000
00 Other	245,000	245,000	245,000	246,000
TOTAL	\$6,788,000	\$6,840,900	\$6,840,900	\$7,024,166

BUDGET NARRATIVE:

“Salaries & Wages” includes twelve (12) Lieutenants, three (3) Battalion Chiefs, and thirty-nine (39) firefighters.

“Supplies” includes operating supplies (\$25,000); fire equipment (\$25,000); safety/health (\$11,000); Explorers (\$4,000); new employee supplies (\$15,000); and small tools (\$10,000).

“Other Services & Charges” includes professional services (\$22,500); equipment rental (\$192,600); repairs (\$15,000); uniform cleaning (\$25,000); and miscellaneous (\$3,900).

“Intergovernmental Services & Taxes” reflects the fire suppression share of Valley Com. (See also page 112).

“Capital Outlays” includes: bunker gear replacement (\$20,000); replacement MDC’s & VRM’s (\$10,000); vehicle exhaust removal system for Station 53 (\$52,000); vehicle exhaust removal system for Station 52 (\$18,500); and replacement air bottles (\$7,500).

“Other” includes contribution to the Water Fund for hydrant rental (\$96,000) and contribution to the Fire Equipment Cumulative Reserve Fund (\$150,000), see page 143.

Department: *Fire Department*
Division: *N/A*

Program: *Suppression*
Account: *11-522-200*

Fund: *000-General*

2006 PROGRAM GOALS:

- Test all fire hoses, apparatus pumps and ladders to meet manufacturer's specifications.
- Complete all assigned company level inspections.
- Participate in public education events.
- Develop nozzle replacement schedule.
- Develop hose replacement schedule.
- Develop small tool replacement schedule.

2005 PROGRAM GOALS:

- Test all fire hoses, apparatus pumps, and ladders to meet manufacturer's specifications. **Completed.**
- Complete all assigned company level inspections. **Completed.**
- Inspect and replace blue hydrant dots as needed. **Completed.**
- Participate in public education events. **Completed.**
- Purchase transfill lines for each self-contained breathing apparatus (grant award). **Completed**
- Complete aerial ladder specification. **Completed.**
- Complete replacement engine specifications. **Completed.**
- Purchase thermal imaging cameras (grant award). **Completed.**
- Place Mobile Data Terminals (MDC's) on all apparatus (grant funds required). **Grant funds not awarded.**
- Purchase water lance piercing nozzles (grant award). **Completed.**
- Purchase mobile generator (grant award). **Completed.**
- Purchase laptop computer for breathing apparatus testing and repair (grant award). **Completed.**
- Purchase mobile compressor/cascade system (grant award). **Completed.**
- Develop nozzle replacement schedule. **Deferred to 2006.**
- Develop hose replacement schedule. **Deferred to 2006.**

PROGRAM PERFORMANCE MEASUREMENTS:

	<u>2004 ACTUAL</u>	<u>2005 ACTUAL</u>	<u>2006 ESTIMATE</u>
Emergency Incident Response			
Number of Fire Calls	1,533	1,450	1,450
Number of Aid Calls	2,745	2,600	2,650
Average Response Time	4 min.	5 min.	5 min.

Department: *Fire Department*

Program: *Fire Prevention & Investigation*

Division: *N/A*

Account: *11-522-300*

Fund: *000-General*

PROGRAM DESCRIPTION:

The mission of the Fire Department includes fire prevention. In fact, a substantial amount of time is required from training and suppression in order to make a fire prevention program work. The Fire Prevention Bureau is responsible for enforcing the provisions of the City Ordinances and International Fire Code, which is accomplished through commercial occupancy surveys, administration of Fire Department permits, investigation of fires, code enforcement and accountability for these activities. Another important goal is education of the public and business owners in order to prevent fires and safety emergencies from occurring.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	2004 ACTUAL	2005 BUDGET	2005 ACTUAL	2006 BUDGET
10 Salaries & Wages	\$ 291,000	\$ 392,000	\$ 392,000	\$ 495,498
20 Personnel Benefits	68,000	94,000	94,000	97,174
30 Supplies	12,000	10,000	10,000	12,000
40 Other Services & Charges	29,000	26,300	26,300	31,049
60 Capital Outlays	1,000	20,000	20,000	23,500
TOTAL	\$ 401,000	\$ 542,300	\$ 542,300	\$ 659,221

BUDGET NARRATIVE:

“Salaries & Wages” includes a Battalion Chief (Fire Marshal), three (3) Lieutenants (Inspector/Investigator), an Administrative Support Technician, and an Inspector.

“Other Services & Charges” includes travel (\$2,500); equipment rental (\$24,349); and miscellaneous (\$4,200).

“Capital Outlays” reflects a new compact disc storage system (\$20,000) and air pack (\$3,500).

Department: *Fire Department*
Division: *N/A*

Program: *Fire Prevention & Investigation*
Account: *11-522-300*

Fund: *000-General*

2006 PROGRAM GOALS:

- Continue converting fire protection system plans to compact disc storage media.
- Apply for grant for the Juvenile Fire Setting Prevention Program.
- Work with the Tukwila School District on the Juvenile Fire Setting Prevention Program.
- Establish new position for Public Educator/Public Information Officer and develop a public education program.
- Establish a Fire Project Manager's position.
- Redesign the fire prevention workspace.
- Acquire another pickup truck and equipment for the fire prevention position.

2005 PROGRAM GOALS:

- Convert fire protection system plans to compact disc storage media. ***In progress.***
- Coordinate with Public Works in the purchase of a laptop computer for Chaplain Patterson to conduct public disaster preparedness training. ***Completed.***
- Apply for grant for the Juvenile Fire Setting Prevention Program. ***Applied for grant; was unsuccessful.***
- Work with the Tukwila School District on the Juvenile Fire Setting Prevention Program. ***In Progress.***

FEES COLLECTED:

	<u>2004 ACTUAL</u>	<u>2005 ACTUAL</u>	<u>2006 ESTIMATE</u>
Plan Review Fees	\$32,000	\$31,374	\$35,000
Special Permits Fees	58,000	67,350	55,000
False Alarm Invoices/ Reinspection Fees	<u>10,000</u>	<u>18,000</u>	<u>18,000</u>
TOTAL	\$100,000	\$116,724	\$108,000

Department: *Fire Department*
Division: *N/A*

Program: *Training*
Account: *11-522-400*

Fund: *000-General*

PROGRAM DESCRIPTION:

The Training Division team serves to provide training for all phases of the fire department as well as special training such as urban rescue and hazardous materials. The Training Division also serves as a quality control for college classes, Washington State Fire Service education programs and King County Emergency Medical Services.

Training is received in many ways: regularly scheduled drill, independent study, fire prevention inspections, pre-fire planning and during emergency operations.

Training is now recognized as the number one priority for the career firefighter. New and exotic chemicals are creating ever-changing hazards for the firefighter and knowledge is the key to survival. EMS skills are constantly being upgraded and the progressive department must keep abreast of the new developments.

The Tukwila Fire Department Training Division is also responsible for the safety of all divisions within the fire department. This can only be accomplished through training in the latest techniques and information available.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
10 Salaries & Wages	\$ 172,000	\$ 170,000	\$ 170,000	\$ 187,657
20 Personnel Benefits	22,000	35,000	35,000	29,708
30 Supplies	7,000	8,000	8,000	8,000
40 Other Services & Charges	27,000	29,400	29,400	20,500
60 Capital Outlays	6,000	0	0	0
TOTAL	\$ 234,000	\$ 242,400	\$ 242,400	\$ 245,865

BUDGET NARRATIVE:

“Salaries & Wages” includes a Lieutenant and a Battalion Chief.

“Other Services & Charges” includes professional services (\$9,000); equipment rental (\$10,000); and travel (\$1,500).

Department: *Fire Department*
Division: *N/A*

Program: *Training*
Account: *11-522-400*

Fund: *000-General*

2006 PROGRAM GOALS:

- Continue to tailor the Department training program to comply with Federal and State requirements.
- Continue to update, revise and administer the recruit training process.
- Assist with development, scheduling and presentation of King County Zone Three joint operations training.
- Continue creation of Zone Three training objectives.
- Maintain and update the 4-year training schedule.
- Develop and administer the tactical exercises for Department promotional exams.
- Begin development and implementation of National Firefighter 2 Certification.
- Begin preliminary planning for a future training facility to improve the quality of training presentations.

2005 PROGRAM GOALS:

- Tailor the Department's training program to comply with Federal and State requirements. ***Ongoing.***
- Complete update of 3-year recruit testing and evaluation process. ***Completed and under revision.***
- Assist with development and scheduling of King County Zone Three joint operations training. ***Ongoing.***
- Create a training manual that incorporates Zone Three training objectives. ***In progress.***
- Create a rotating 4-year training schedule. ***Ongoing.***
- Oversee the Department's respiratory protection program. ***Ongoing.***
- Oversee the Department's safety program. ***Ongoing.***
- Serve on the Department equipment committee. ***Ongoing.***
- Facilitate post-incident analyses of major events. ***Ongoing.***
- Develop and administer the tactical exercises for Department promotional exams. ***Ongoing.***
- Purchase quantitative fit testing equipment (grant award). ***Completed.***
- Purchase new leather bunker boots (grant award). ***Completed.***

Department: Fire Department

Division: N/A

Program: Facilities

Account: 11-522-500

Fund: 000-General

PROGRAM DESCRIPTION:

Facilities is the operation, maintenance, and utilities of the four stations owned by the City of Tukwila. The purpose of the Facilities budget is to provide a cost accounting for the maintenance, upkeep, and utilities used by the four fire stations.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
30 Supplies	\$ 21,000	\$ 16,000	\$ 16,000	\$ 20,000
40 Other Services & Charges	70,000	89,500	89,500	86,500
TOTAL	\$ 91,000	\$ 105,500	\$ 105,500	\$ 106,500

BUDGET NARRATIVE:

“Other Services and Charges” as shown below include electricity, water and sewer, repairs, telephone, natural gas and supplies.

Other Services and Charges -

Telephone/Alarms	\$ 21,500
Electricity	21,500
Water/Sewer/Surface Water	15,500
Natural Gas	23,000
Repairs & Maintenance	5,000
Total	<u>\$ 86,500</u>

2006 PROGRAM GOALS:

- Expand vehicle exhaust system in Station 52 to accommodate the reserve engine.
- Research electronic air filtering for each station.
- Install point vehicle exhaust extraction system at Station 53.
- Begin preliminary planning for a future facility study.
- Install air compressor at Station 53.

2005 PROGRAM GOALS:

- Install automatic standby power at Station 52. **Deferred – not funded.**
- Paint interior of Station 53. **Deferred – not funded.**
- Install air compressor at Station 52. **Completed.**
- Research replacement of apparatus bay door-opening controls. **Completed.**
- Expand vehicle exhaust system in Station 52 to accommodate the reserve engine. **Deferred to 2006.**

Department: Fire Department
Division: Special Operations

Program: Hazardous Materials/Rescue
Account: 11-522-601
11-522-602

Fund: 000-General

PROGRAM DESCRIPTION:

The Special Operations Division of the Tukwila Fire Department consists of two teams—the Hazardous Materials Team and the Specialized Rescue Team. Each team has separate responsibilities and training. The teams cross train in order to be able to assist the other in the event of a large-scale incident.

The purpose of the Hazardous Materials Team is to respond to and mitigate hazardous materials incidents within the City of Tukwila. These incidents include, but are not limited to, chemical releases and fuel spills. The purpose of the Rescue Team is to respond to and mitigate incidents requiring specialized rescue. Special Rescue incidents include, but are not limited to, high angle rope rescue, confined space rescue, trench rescue, structural collapse, and water rescue especially in the Green River. Increased training and new equipment additions are essential to the ever-increasing hazardous situations facing the City.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	2004 ACTUAL	2005 BUDGET	2005 ACTUAL	2006 BUDGET
30 Supplies	\$ 20,000	\$ 21,500	\$ 21,500	\$ 24,500
40 Other Services & Charges	30,000	43,415	43,415	40,153
60 Capital Outlays	6,000	13,500	13,500	10,000
TOTAL	\$ 56,000	\$ 78,415	\$ 78,415	\$ 74,653

BUDGET NARRATIVE:

“Supplies” includes (\$13,000) for Hazardous Materials Unit and (\$11,500) for Special Rescue.

“Other Services & Charges” includes travel for both units (\$1,250); equipment rental (\$9,403); miscellaneous (\$9,500); and Hazardous Cleanup Grant funded (\$20,000).

“Capital Outlays” includes two (2) complete 60-minute air packs (\$8,000); hydraulic pallet jack (\$1,000); and weather station wireless package (\$1,000).

Department: *Fire Department*
Division: *Special Operations*

Program: *Hazardous Materials/Rescue*

Account: *11-522-600*

Fund: *000-General*

HAZARDOUS MATERIALS RESPONSE TEAM

2006 PROGRAM GOALS:

- Apply for available hazardous materials grants.
- Send hazardous materials personnel to available weapons of mass destruction training and/or Office of Domestic Preparedness Training.
- Comply with state and federally mandated hazardous materials training.
- Continue attendance at ODP (Office of Domestic Preparedness) classes.
- Continue support to Tukwila PD and King County HazMat Providers Group.
- Place new decontamination trailer in service.
- Complete all required training for Technician Certification.
- Provide and complete all required training for suppression crews for First responder Operations Level Certification.
- Complete 6-year budget and training calendar to accompany the department's 6-year strategic plan.

2005 PROGRAM GOALS:

- Apply for available hazardous materials grants. ***Ongoing.***
- Send hazardous materials personnel to available weapons of mass destruction training and/or Office of Domestic Preparedness Training. ***Ongoing.***
- Comply with state and federally mandated hazardous materials training. ***Ongoing.***
- Upgrade communications equipment on HazMat 51 to include wireless communication capabilities. ***Completed.***
- Participate in King County HazMat Providers Group. ***Completed and ongoing.***
- Computerize hazardous materials supply inventory. ***Completed.***
- Include two additional hazardous materials team members. ***Completed***
- Complete 6-year budget and training calendar to accompany the department's 6-year strategic plan. ***Deferred to 2006.***

Department: *Fire Department* **Program:** *Hazardous Materials/Rescue*
Division: *Special Operations* **Account:** *11-522-600* **Fund:** *000-General*

RESCUE TEAM:

2006 PROGRAM GOALS:

- Finalize development of Zone Three trench rescue operations and standards manual.
- Complete the construction of the flatbed trench trailer to carry trench rescue equipment.
- Pursue the placement and construction of a boat ramp on the Duwamish River in the City of Tukwila.
- Certify three team members to Rescue Systems II (Structural Collapse Technicians).
- Work with Boeing Fire Department to develop rescue procedures from overhead cranes and cat walks.
- Continue Zone Three Technical rescue Operations training and participation.
- Send one team member to an advanced rope rescue class emphasizing theory, safety and advanced technical techniques.
- Develop a skills and procedure manual for suppression personnel.
- Provide swift water operations training and certification for a minimum of five (5) non-rescue team members.
- Train the two new team members as Rope Rescue and Swift Water Technicians, Level 1.
- Send the two new team members to a Rescue Systems 1 class.

2005 PROGRAM GOALS:

- Develop a trench rescue operations and standards manual for Zone Three. **Completed.**
- Computerize rescue equipment inventory. **Completed.**
- Develop a training and certification program for suppression personnel for safe boat operations. **Completed.**
- Provide swift water operations training and certification for a minimum of eight (8) non-rescue team members. **Three trained in 2005, five to be carried over to 2006.**
- Update swift water operations policy and procedure. **Completed.**
- Certify a Department rescue team member as a swift water rescue instructor. **Deferred to 2006**
- Participate in Zone Three technical rescue training. **Ongoing.**
- Obtain structural collapse technician certification for two team members. **Completed.**
- Research rescue boat replacement. **Completed.**

Department: *Fire Department*
Division: *N/A*

Program: *Ambulance, Rescue & Emerg. Medical Aid*

Account: *11-526-800*

Fund: *000-General*

PROGRAM DESCRIPTION:

The purpose of the Fire/Ambulance, Rescue and Emergency Aid division of the Fire Department is to provide basic and advanced life support to the citizens and general public of the area as well as within our mutual aid response areas. Ambulance service is provided on a limited basis as outlined in Fire Department Standard Operating Procedure. Current service levels include 100% of fire fighters trained as E.M.T.'s and defibrillation technicians, and one aid car, three engines and a ladder truck with emergency care capabilities.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
30 Supplies	\$ 21,000	\$ 19,000	\$ 19,000	\$ 21,000
40 Other Services & Charges	26,000	26,754	26,754	29,818
50 Intergovt. Services & Taxes	114,000	114,000	114,000	120,826
60 Capital Outlays	19,000	0	0	5,700
TOTAL	\$ 180,000	\$ 159,754	\$ 159,754	\$ 177,344

BUDGET NARRATIVE:

“Supplies” includes medical equipment and disposable aid supplies.

“Other Services & Charges” reflects equipment rental (\$27,318) and miscellaneous (\$2,500).

“Intergovernmental Services & Taxes” reflects the aid unit share of Valley Com charges.
(See also page 102.)

“Capital Outlays” reflects replacement equipment.

Department: *Fire Department*
Division: *N/A*

Program: *Ambulance, Rescue & Emerg. Medical Aid*
Account: *11-526-800* **Fund:** *000-General*

2006 PROGRAM GOALS:

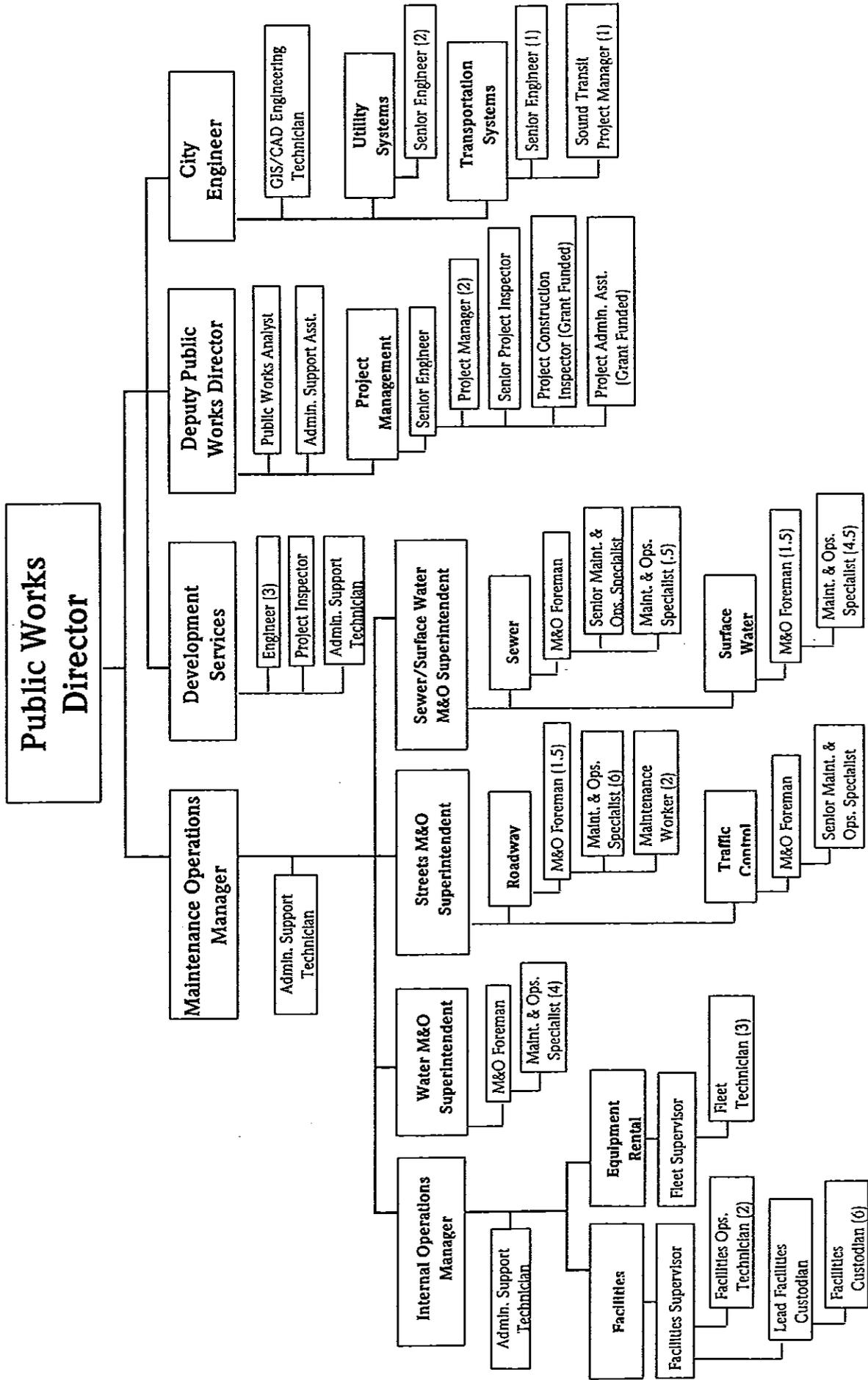
- Complete all 2005 competency-based training objectives.
- Provide 2005 competency-based instructor training for Department instructors.
- Provide first aid, CPR and public access defibrillation training to the public and City employees.
- Provide ongoing advanced auto and commercial vehicle extrication training.
- Provide ongoing mass casualty training for Department personnel.
- Provide first aid/CPR instructor training for Department instructors.
- Sponsor a minimum of three Department Explorers to a King County EMT course.
- Repair, clean, inspect, test and calibrate specific aid equipment.
- Participate in new technology evaluations offered by the King County Medical Program Director.

2005 PROGRAM GOALS:

- Complete all 2005 competency-based training objectives. ***Completed.***
- Provide 2005 competency-based instructor training for Department instructors. ***Completed.***
- Provide first aid and CPR training to the public. ***Ongoing.***
- Provide ongoing advanced auto and commercial vehicle extrication training. ***Ongoing.***
- Provide ongoing mass casualty training for Department personnel. ***Completed.***
- Provide first aid/CPR instructor training for Department instructors. ***Completed.***
- Sponsor Department Explorers to a King County EMT course. ***Ongoing.***

NOTES

Public Works Department Organization



PUBLIC WORKS DEPARTMENT

INTRODUCTION:

The mission of the Public Works Department is to protect the health, safety, and welfare of the City's citizens, businesses and visitors through the design, construction, operation, and maintenance of municipal infrastructure systems for transportation, water, sewer, and storm water. In addition, the Public Works Department supports other departments in the City through the acquisition and maintenance of City equipment and facilities. Public Works provides capital design and construction services for Parks, various facility projects, and the City's golf course. The activities of the Department are carried out through several programs that are contained in this budget document under several different funds and elements. The following list provides a short description of each separate program in Public Works along with the budget accounts where they are located.

PUBLIC WORKS PROGRAMS:

- 1) *General Administrative Program* - Responsible for the administration and implementation of programs and projects, which support all of the public works program areas. Activities generally consist of those things which cross program lines or whose costs cannot be easily assigned to a specific program area. The General Administrative Program includes the following sub-areas and funds:

Public Works General Administration	000/13.532.100
Maintenance Administration	000/13.532.101
Development/Permit Review	000/13.532.102
Engineering Administration	000/13.532.200

- 2) *Facility Maintenance Program* - Responsible for the maintenance and repair of all City facilities in support of the Public Works Department and other City departments.

Facility Maintenance	000/13.518.300
Community Center Maintenance	000/13.518.301
6300 Building Maintenance	000/13.518.302
Communication Services	000/13.528.800

- 3) *Streets Program* - This Program is comprised of the street maintenance, repair, design and construction of all facilities in and along the travel corridors in the City. The Street Program includes the following sub-areas and funds:

Street Maintenance	000/16.542 & 543
Residential Street Construction	103/01
Bridge & Streets Commercial/Industrial	104/01 & 02

- 4) *General Government/Golf Course Construction Program* - The Public Works Department also provides general administrative coordination as well as capital project design and construction services in support of general government projects and golf course capital projects in the following funds:

Land Acq., Recreation & Parks Dev.	301
Facility Replacement	302
General Government Improvements	303
Foster Golf Course	411

PUBLIC WORKS PROGRAMS: (Cont.)

- 5) *Water Program* - The purpose of this program is to plan, design, construct, and maintain all of the Water Utility capital facilities, as well as provide regional and inter-jurisdictional coordination on water-related issues.
 - Water Operations & Maintenance 401/01**
 - Water Engineering & Capital 401/02**

- 6) *Sewer Program* - The purpose of this program is to plan, design, construct, and maintain all of the Sewer Utility capital facilities, as well as provide regional and inter-jurisdictional coordination on sewer-related issues.
 - Sewer Operations & Maintenance..... 402/01**
 - Sewer Engineering & Capital..... 402/02**

- 7) *Surface Water Program* - This program provides for the maintenance, planning, design, and construction of all public capital facilities necessary to convey and manage storm and surface water in the City.
 - Surface Water Operations & Maintenance 412/01**
 - Surface Water Engineering & Capital 412/02**

- 8) *Equipment Rental Maintenance Program* - This program is responsible for the coordination and processes related to the acquisition and disposal of equipment in the City's equipment rental fleet. The program also provides ongoing preventative maintenance and repair services for the entire City fleet of vehicles and equipment.
 - Equipment Rental Maintenance501/01**
 - Capital Equipment Purchase & Replacement501/02**

NOTES

2006 BUDGET

SUMMARY

PUBLIC WORKS DEPARTMENT

PROGRAM OBJECT	2004 ACTUAL	2005 BUDGET	2005 ACTUAL	2006 BUDGET
GENERAL FUND				
Administration-General	\$ 475,000	\$ 612,770	\$ 612,770	\$ 636,877
Administration-Maintenance	306,000	374,100	374,100	391,680
Engineering	424,000	449,418	449,418	657,897
Development	392,000	418,000	418,000	424,338
Facility Maintenance	1,240,000	1,277,994	1,277,994	1,296,021
Street Maintenance	1,682,000	2,051,233	2,051,233	2,406,909
Residential Street - 103/01	116,000	990,000	825,000	663,827
Bridges - 104/01	1,224,000	510,000	165,000	320,000
Arterial Street - Com./Ind. - 104/02	5,645,000	16,662,000	9,505,000	22,243,000
Water – 401 Maint. & Capital	3,719,000	9,139,000	9,139,000	11,042,333
Sewer – 402 Maint. & Capital	4,053,000	5,815,000	5,815,000	9,480,498
Surface Water-412 Maint. & Capital	2,016,000	10,058,000	10,058,000	7,526,396
Equipment Rental-501 Maint. & Capital	1,794,000	4,682,000	4,682,000	5,309,801
TOTALS	\$23,086,000	\$ 53,039,515	\$45,372,515	\$ 62,399,577

NOTE: 2006 budgets include ending balances and transfers.

Department: *Public Works*
Division: *General Admin.
 Development*

Program: *Administration*
Account: *13-525-100
 13-528-800
 13-532-100*

Fund: *000-General*

PROGRAM DESCRIPTION:

The mission of Public Works Administration is to initiate, implement and manage the programs, staff and facilities that provide for the public health, safety and welfare through the design, construction and maintenance of the municipal infrastructure to include: streets, signals, water, sewer, storm drains, flood control, equipment, vehicles, and buildings. The Public Works Director manages this program through four divisions: the Engineering Division, Business Services Division, Development Services Division, and the Maintenance Division. Numerous relationships with other agencies such as Seattle Water Department, King County, WSDOT, the Regional Transit Authority, and the cities of Renton, SeaTac, Seattle and Kent are required to coordinate projects and services. The Director reports to the Mayor and City Administrator and is the City’s Emergency Management Coordinator.

PROGRAM OBJECT BUDGET:

GENERAL ADMINISTRATION

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
10 Salaries & Wages	\$ 293,000	\$ 308,000	\$ 308,000	\$ 320,963
20 Personnel Benefits	67,000	80,000	80,000	81,759
30 Supplies	4,000	8,000	8,000	8,000
40 Other Services & Charges	111,000	166,770	166,770	176,155
60 Capital Outlays	0	50,000	50,000	50,000
TOTAL	\$ 475,000	\$ 612,770	\$ 612,770	\$ 636,877

BUDGET NARRATIVE:

“Salaries & Wages” includes the Public Works Director, Deputy Public Works Director, an Administrative Support Assistant, and a Public Works Analyst.

“Other Services & Charges” includes equipment rental (\$5,755); repairs (\$2,000); miscellaneous (\$2,400); city-wide telephone services (\$73,000); City Emergency Preparedness Program (\$50,000); city-wide telephone maintenance services (\$30,000); and cable franchise service (\$13,000).

“Capital Outlays” is for the Emergency Operations Center (EOC) equipment.

Department: *Public Works*

Division: *N/A*

Program: *Administration*

Account: *13-525-100*
13-528-800
13-532-100

Fund: *000-General*

2006 PROGRAM GOALS:

- Evaluate a Local Improvement District to potentially fund a portion of the Tukwila Urban Access Project at Klickitat and Southcenter Parkway.
- Evaluate future grant funding options available and propose a course of action to fund transportation projects.
- Evaluate the City’s Emergency Management Plan using the National Emergency Management Accreditation Program Standard as the guideline.
- Provide quarterly reports on emergency management issues.
- Hold quarterly community workshops.

Business Services

- Create a more effective, cost-efficient department—projecting and monitoring department costs; seeking more cost-effective purchasing agreements with vendors; preparing the department’s operation, maintenance and capital facilities budget using a “needs-basis” approach.
- Review “rate model” for establishing appropriate rates for water, sewer and surface water enterprise funds.

2005 PROGRAM GOALS:

- Evaluate future grant funding options available and propose a course of action to fund transportation projects, including the establishment of Local Improvement Districts. ***Public Works submitted four federal transportation, five enhancement grant applications and one Public Works Trust Fund loan application. Successful in obtaining federal “earmarked” funds for Southcenter Parkway and Klickitat Projects.***
- Evaluate the City’s Emergency Management Plan using the National Emergency Management Accreditation Program Standard as the guideline. ***Council officially adopted NIMS; all first responders and key personnel received NIMS 700 training. Accreditation evaluation ongoing. Additional staff resource reporting to Director is needed.***
- Provide quarterly reports on emergency management issues. ***Goal met.***
- Promote volunteerism. ***Goal met.***
- Hold quarterly community workshops. ***Goal met.***

Department: *Public Works*

Division: *N/A*

Program: *Administration*

Account: *13-525-100*

13-528-800

13-532-100

Fund: *000-General*

2005 PROGRAM GOALS (contd):

Business Services

- Create a more effective, cost-efficient department—projecting and monitoring department costs; seeking more cost-effective purchasing agreements with vendors; preparing the department’s operation, maintenance and capital facilities budget using a “needs-basis” approach. ***Goal met. Through efficiencies, Public Works has been able to partially keep pace with growing workload because of added infrastructure.***
- Review “rate model” for establishing appropriate rates for water, sewer and surface water enterprise funds. ***Water and Sewer Comprehensive Plan was updated.***

NOTES

Department: *Public Works*
Division: *Maintenance Admin.*

Program: *Administration*
Account: *13-532-101*

Fund: *000-General*

PROGRAM DESCRIPTION:

The mission of Maintenance Administration is to manage the maintenance programs and activities for equipment, facilities, streets, water, sewer, and surface water. This division also provides staff support and coordination with the engineering division and other City departments as well as external agencies and service providers. The Maintenance Administration Division is managed by the Maintenance Operations Manager who reports to the Director of Public Works.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
10 Salaries & Wages	\$ 221,000	\$ 265,500	\$ 265,500	\$ 269,394
20 Personnel Benefits	65,000	88,500	88,500	92,042
30 Supplies	3,000	3,500	3,500	4,250
40 Other Services & Charges	17,000	16,600	16,600	25,994
TOTAL	\$ 306,000	\$ 374,100	\$ 374,100	\$ 391,680

BUDGET NARRATIVE:

“Salaries & Wages” includes the Maintenance Operations Manager, Internal Operations Manager, and (2) Administrative Support Technician positions.

“Other Services & Charges” includes equipment rental (\$12,394); repairs (\$1,500); miscellaneous (\$4,300); and operating leases (\$7,800).

Department: *Public Works*
Division: *Maintenance Admin.*

Program: *Administration*
Account: *13-532-101*

Fund: *000-General*

2006 PROGRAM GOALS:

- Create and implement an Operations Standby and Emergency Responsibilities Plan.
- Analyze operational and standby needs for expansion of shop facilities.
- Implement recurrent technical training and operational safety programs to maintain employee certification levels.
- Implementation of maintenance tracking system for transmitting billing costs and streamlining ways of conducting business.

2005 PROGRAM GOALS:

- Create and implement an Operations Standby and Emergency Responsibilities Plan. ***Completed setting up extra safety and emergency supplies.***
- Analyze storage and warehousing needs for supplies and equipment to support operations. ***Reviewing comparable City operations as department is in need of additional shop and storage space to accommodate operations.***
- Implement recurrent technical training and operational safety programs to maintain employee certification levels. ***Completed certification-mandated training.***
- Complete implementation of training and timesheet reporting on the Maintenance Management System for water, sewer, street and surface water programs. ***Ongoing.***

Department: *Public Works*
Division: *Engineering*

Program: *Engineering*
Account: *13-532-200*

Fund: *000-General*

PROGRAM DESCRIPTION:

The Engineering Division mission is to provide professional engineering services for planning, design, construction, maintenance, and operation of the water, sewer, surface water and transportation infrastructure. Services include coordination with adjoining agencies such as Renton, Kent, Seattle, SeaTac, Water District 125, and Val Vue Sewer District, as well as with regional agencies such as King County Metro Transit and Sewer, WSDOT, Green River Basin Technical Committee, RTA, PSRC, and the Transportation Improvement Board. Other services include assisting development permit review and monitoring of franchise utility operations in the City. The City Engineer is the licensed Professional Engineer official for the City and manages the Engineering Division. The City Engineer provides staff support to assigned Council committees and reports to the Director of Public Works.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	2004 ACTUAL	2005 BUDGET	2005 ACTUAL	2006 BUDGET
10 Salaries & Wages	\$ 290,000	\$ 293,000	\$ 293,000	\$ 477,503
20 Personnel Benefits	72,000	90,500	90,500	112,335
30 Supplies	4,000	9,500	9,500	9,500
40 Other Services & Charges	58,000	39,418	39,418	53,559
60 Capital Outlays	0	17,000	17,000	5,000
TOTAL	\$ 424,000	\$ 449,418	\$ 449,418	\$ 657,897

BUDGET NARRATIVE:

“Salaries & Wages” includes a City Engineer, a Senior Engineer, a Project Manager, an Engineering Technician (GIS), a Senior Project Inspector, and two grant funded positions for a Project Administrative Assistant and Project Inspector.

“Supplies” includes operating supplies (\$8,000) and small tools (\$1,500).

“Other Services & Charges” includes professional services (\$15,500); communication (\$4,000); repairs (\$4,000); equipment rental (\$23,559); and miscellaneous (\$6,500).

“Capital Outlays” represents Global Positioning System (GPS) equipment.

Department: *Public Works*
Division: *Engineering*

Program: *Engineering*
Account: *13-532-200*

Fund: *000-General*

2006 PROGRAM GOALS:

- Update standardized contracting procedure for construction and repair projects.
- Implement new transportation mitigation fee system.
- Create and implement a staff GPS data gathering plan, to supplement inventory contracted under the Sewer and Surface Water Enterprise Funds (see *CIP*).

2005 PROGRAM GOALS:

- Update standardized contracting procedure for construction and repair projects. ***Ongoing. Expanded the use of a “cost-loaded network system” for better contract management—used on Cascade View Project and S. 144th Street Project.***
- Complete transition to an impact fee methodology for transportation related mitigation needs. ***City Council endorsed Staff’s recommendation for the impact fee methodology—four zones within the City; LOS will be delay-based; a single fee per trip generated.***

Department: *Public Works*
Division: *Administration*

Program: *Development*
Account: *13-532-102*

Fund: *000-General*

PROGRAM DESCRIPTION:

The Development Services Division is responsible for reviewing and approving permits associated with land altering, development, residences, and utility permits. The division works closely with Department of Community Development to issue permits in a timely fashion. Included is the responsibility for inspecting applicant's utility systems for conformance to the City's standards.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
10 Salaries & Wages	\$ 306,000	\$ 319,000	\$ 319,000	\$ 327,352
20 Personnel Benefits	86,000	99,000	99,000	96,986
TOTAL	\$ 392,000	\$ 418,000	\$ 418,000	\$ 424,338

BUDGET NARRATIVE:

"Salaries & Wages" includes three (3) Engineers, a Project Inspector, and an Administrative Support Technician.

Department: *Public Works*
Division: *Administration*

Program: *Development*
Account: *13-532-102*

Fund: *000-General*

2006 PROGRAM GOALS:

General

- Improve and maintain the turn-around time for permit review and approval.
- Work with and support DCD to improve permit processes.

Performance

- Zero backlogs of permits waiting for more than 30 days to be reviewed.
- Permits for single-family residences issued within 30 days.

2005 PROGRAM GOALS:

General

- Improve the turn-around time for permit review and approval. ***All goals met for permit review and approvals are being met.***
- Work with and support DCD to improve permit processes. ***Goal met, effort continues.***

Performance

- Zero backlog of permits waiting for more than 30 days to be reviewed. ***Goal being met.***
- Permits for single-family residences issued within 30 days. ***Goal being met.***

Department: *Public Works*
Division: *Maintenance Admin.*

Program: *Facility Maintenance*
Account: *13-518-300*
13-518-301
13-518-302

Fund: *000-General*

PROGRAM DESCRIPTION:

The mission of this unit is to preserve all buildings through a preventive maintenance, repair and operating program in order to provide a safe, pleasant and productive work environment for City staff and clients. The work is located in forty-four facilities throughout the City, consisting of approximately 215,997 square feet, of which 110,777 square feet is provided with custodial care. Facilities maintained consist of the main City Hall (6200 Building), the 6300 Building, a large community center, a library, Fire Stations, shop offices, several public restrooms, and various other buildings. The program is managed by the Internal Operations Manager who reports to the Maintenance Operations Manager.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
10 Salaries & Wages	\$ 458,000	\$ 490,500	\$ 490,500	\$ 504,397
20 Personnel Benefits	170,000	202,500	202,500	203,607
30 Supplies	63,000	68,000	68,000	65,000
40 Other Services & Charges	537,000	516,994	516,994	523,017
60 Capital Outlays	12,000	0	0	0
TOTAL	\$1,240,000	\$ 1,277,994	\$1,277,994	\$1,296,021

BUDGET NARRATIVE:

“Salaries & Wages” includes a Facilities Supervisor, a Lead Facilities Custodian, six (6) Facility Custodians, and two (2) Facility Operations Technicians.

“Supplies” includes operating and maintenance supplies for all facilities. The community center is (\$25,000); 6300 Building (\$5,000); and all other facilities (\$35,000).

“Other Services & Charges” includes professional services (\$55,000); communication (\$10,700); equipment rental (\$34,717); public utility services (\$254,000); repairs and maintenance (\$163,000); and miscellaneous (\$5,600).

Department: *Public Works*
Division: *Maintenance Admin.*

Program: *Facility Maintenance*
Account: *13-518-300*
13-518-301
13-518-302

Fund: *000-General*

2006 PROGRAM GOALS:

General

- Implement standardized recurring maintenance service contracts.
- Develop a preliminary business plan for facility maintenance.

Performance

- Advertise and award 90% of active Fund 303 Projects no later than June 1st.
- Reduce facility maintenance costs by 10% through efficiencies.
- Develop and implement a custodial satisfaction survey and performance goals.

2005 PROGRAM GOALS:

General

- Implement standardized recurring maintenance service contracts; develop standardized terms and conditions for purchases and maintenance service contracts. ***Ongoing-effort delayed due to staff being recalled to active military duty.***
- Convert existing maintenance tracking/documentation to Microsoft Access database. ***Conversion completed.***
- Develop a preliminary business plan for Facility Maintenance. ***Ongoing.***

Performance

- Approved weather-sensitive projects (painting, roof repair, etc.) will be awarded no later than June 1st. ***Goal met.***
- Reduce Facility Maintenance costs by 10% through efficiencies. ***Goal not met-facilities are aging and require more maintenance.***

Department: Public Works

Program: Street Maint./Gen. Admin.

Division: Maintenance Operations

Account: 16-542
16-543

Fund: 000-16 Street O&M

PROGRAM DESCRIPTION:

The function of the Street Maintenance unit is to operate and maintain the traffic control and safety devices of the transportation network which consists of 110 lane miles of commercial/industrial streets and 90 lane miles of residential streets, including bridges, sidewalks, and street lighting. The Maintenance Operations Manager oversees this unit. The Maintenance Operations Manager maintains relationships with adjoining cities, King County and WSDOT, and reports to the Director of Public Works.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
10 Salaries & Wages	\$ 607,000	\$ 700,000	\$ 700,000	\$ 713,176
20 Personnel Benefits	201,000	260,000	260,000	271,004
30 Supplies	166,000	136,250	136,250	225,800
40 Other Services & Charges	678,000	914,983	914,983	1,156,929
60 Capital Outlays	0	5,000	5,000	5,000
00 Other	30,000	35,000	35,000	35,000
TOTAL	\$1,682,000	\$2,051,233	\$2,051,233	\$2,406,909

BUDGET NARRATIVE:

“Salaries & Wages” includes a Maintenance & Operations Superintendent, two and one-half (2.5) Maintenance & Operations Foremen, a Senior Maintenance & Operations Specialist, six (6) Maintenance Operations Specialists and two (2) Maintenance Workers.

STREET MAINTENANCE SUPPLIES, LABOR AND SERVICES INCLUDE 542

Roadway	\$ 335,700 ¹
Structures, Sidewalks, Supplies	5,800
Street Lighting	431,950
Traffic Control Devices	184,500
Snow & Ice Control	10,300
Roadside	52,300
Ancillary Operations – Video & Fiber	17,000
Salaries & Wages.....	713,176
Personnel Benefits	271,004
SUBTOTAL 542	\$ 2,021,730

¹ Includes \$260,400 for Surface Water Utility.

Department: Administration
Division: N/A

Program: Contributions/Fund Balance
Account: 000-20

Fund: 000-General

PROGRAM DESCRIPTION:

This department is utilized to pay unemployment claims for General Fund employees, provide for Designated Fund Balances, facilitate transfers to other funds, and provide Ending Fund Balances for unanticipated uses.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
20 Personnel Benefits	\$ 27,000	\$ 40,000	\$ 40,000	\$ 92,000
40 Other Services & Charges	218,000	275,000	275,000	375,000
50 Intergovt. Services & Taxes	50,000	0	0	0
00 Other	720,000	7,848,597	7,848,597	6,695,733
TOTAL	\$1,015,000	\$8,163,597	\$8,163,597	\$ 7,162,733

BUDGET NARRATIVE:

“Personnel Benefits” is to pay unemployment claims and risk transfer payments of the General Fund.

“Other Services & Charges” represents Building Abatement Program (\$100,000); professional services for consultants in Washington, D.C. and Olympia (\$150,000); 4th of July (\$15,000); and Sales Tax Audit and Budgeting costs (\$110,000).

“Other” reflects the designated ending fund balance “rainy day” amount (\$1,100,000), which is used for cash flow purposes and small revenue temporary shortfalls, undesignated contingency (\$5,376,733), and a transfer to Equipment Rental Fund of (\$219,000).

Department: Mayor's Office
Division: N/A

Program: Hotel/Motel Tax
Account: 557-300
 557-301
 557-302
 573-900

Fund: 101 Hotel/Motel Tax

PROGRAM DESCRIPTION:

A special excise tax of one percent on the sale of or charge made for the furnishing of lodging that is subject to tax under Chapter 82.08 RCW. The tax applies to lodging by a hotel, rooming house, tourist court, motel, or trailer camp. Proceeds from this tax are used to promote tourism. The City has joined with the cities of SeaTac and Kent to promote the area as "Seattle Southside". A significant portion of the budgeted expenses shown below are paid by other sources.

PROGRAM OBJECT BUDGET:

PROGRAM OBJECT	2004 ACTUAL	2005 BUDGET	2005 ACTUAL	2006 BUDGET
10 Salaries & Wages	\$ 151,000	\$ 193,500	\$ 193,500	\$ 242,588
20 Personnel Benefits	36,000	53,500	53,500	61,412
30 Supplies	14,000	7,000	7,000	12,000
40 Other Services & Charges	430,000	551,000	551,000	561,000
60 Capital Outlays	19,000	10,000	10,000	10,000
00 Other	20,000	589,000	589,000	638,189
TOTAL	\$ 670,000	\$ 1,404,000	\$1,404,000	\$1,525,189

BUDGET NARRATIVE:

"Salaries & Wages" includes a Program Manager, a Business Community Liaison, an Administrative Support Specialist, and a Marketing & Communications Coordinator position.

"Other Services and Charges" reflects SWKC basic contract (\$22,000); rental – office space (\$36,000); public relations (\$25,000); professional services (\$25,000); magazine brochures (\$50,000); media buy (\$150,000); postage (\$30,000); communications (\$15,000); media buy – special projects (\$100,000); web page development (\$20,000); Fourth of July (\$15,000); Tournament Bids (\$20,000); Museum of Flight (\$25,000); printing (\$5,000); travel (\$16,000); public utility services (\$1,000); and miscellaneous (\$6,000).

"Capital Outlays" represents replacement equipment.

"Other" reflects interfund interest expense of \$20,000 and estimated ending fund balance of \$618,189.

2006 PROGRAM GOALS:

- Enhance group-marketing program to encourage hotel stays through Seattle Southside Visitor Services (SSVS).
- Support positive relationships between travel and tourism industry representatives, business community representatives and city officials.
- Continue implementation of marketing program to brand Seattle Southside as a premier travel destination.
- Develop volunteer and summer internship program to effectively staff the Visitor Center.
- Pay \$200,000 from ending balance towards the interfund debt.

2005 PROGRAM GOALS:

- Print new Tourism Magazine/Brochure. **Completed.**
- Integrate City of Kent into marketing program. **Completed.**
- Enhance the group marketing program. **Completed.**
- Pay \$200,000 from ending balance towards the interfund debt. **Ongoing.**

Department: *Public Works*
Division: *Engineering*

Program: *Residential Streets*
Account: *103/01*

Fund: *103 Street*

PROGRAM DESCRIPTION:

This program is for the reconstruction of residential streets. The program provides for lane widening, curbs and gutters, sidewalks, illumination and undergrounding of utilities of the residential street system.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	2004 ACTUAL	2005 BUDGET	2005 ACTUAL	2006 BUDGET
40 Other Services & Charges	\$ 0	\$ 75,000	\$ 10,000	\$ 50,000
60 Capital Outlays	0	100,000	0	0
00 Other	116,000	815,000	815,000	613,827
TOTAL	\$ 116,000	\$ 990,000	\$ 825,000	\$ 663,827

BUDGET NARRATIVE:

“Other” represents General Government transfer of (\$151,816), 412 Fund transfer of (\$430,000) to Cascade View Drainage for traffic calming, and estimated ending fund balance of (\$32,011).

103 RESIDENTIAL STREETS PER CIP:

.16 Traffic Calming \$50,000

Department: *Public Works*
Division: *Engineering*

Program: *Residential Streets*
Account: *103/01*

Fund: *103 Street*

GENERAL ENGINEERING SERVICES - RESIDENTIAL STREETS

2006 PROGRAM GOALS:

- Prioritize, budget, and schedule list of residential street improvement projects for inclusion into the City's Capital Improvement Program.
- Annual update of pavement management system.
- Continue with implementation of City-wide Neighborhood Traffic Calming Program.

2005 PROGRAM GOALS:

- Prioritize, budget and schedule list of residential street improvement projects for inclusion into the City's Capital Improvement Program. ***Annual update completed.***
- Annual update of pavement management system. ***Annual update completed.***
- Continue with implementation of City-wide Neighborhood Traffic Calming Program. ***Goal not met-initial program developed, however, full program implementation is not feasible without dedicated full-time engineer.***

Department: *Public Works* **Program:** *Bridges & Streets*

Division: *Engineering*

Account: *104/01-02*

Fund: *104-Arterial St.*

PROGRAM DESCRIPTION:

This program provides for the preliminary engineering, right-of-way, construction engineering, and construction of arterial streets and bridges. The program includes transportation comprehensive plans, streets, bridges, sidewalks, traffic control devices, widening and lane additions. One-quarter percent Real Estate Excise Taxes (REET) are used to fund projects.

PROGRAM OBJECT BUDGET:

PROGRAM OBJECT	2004 ACTUAL	2005 BUDGET	2005 ACTUAL	2006 BUDGET
<i><u>BRIDGES 104/01</u></i>				
10 Salaries & Wages	\$ 174,000	\$ 0	\$ 0	\$ 0
20 Personnel Benefits	30,000	0	0	0
40 Other Services & Charges	150,000	210,000	115,000	95,000
60 Capital Outlays	870,000	300,000	50,000	225,000
SUBTOTAL 104/01	\$ 1,224,000	\$ 510,000	\$ 165,000	\$ 320,000
<i><u>ARTERIAL STREETS 104/02</u></i>				
10 Salaries & Wages	\$ 150,000	\$ 189,000	\$ 189,000	\$ 192,924
20 Personnel Benefits	27,000	40,000	40,000	42,164
40 Other Services & Charges	1,800,000	4,617,000	3,391,000	8,113,000
60 Capital Outlays	3,200,000	9,682,000	3,751,000	11,853,000
SUBTOTAL 104/02	\$ 5,177,000	\$14,528,000	\$ 7,371,000	\$20,201,088
General Government Transfers	\$ 468,000	\$ 487,000	\$ 487,000	\$ 506,463
Other	0	1,647,000	1,647,000	885,449
TOTAL 104	\$ 6,869,000	\$17,172,000	\$ 9,670,000	\$21,913,000

BUDGET NARRATIVE:

104/01 BRIDGES (Per CIP)

89-RW16 .26	Bridge Inspection & Repairs	\$ 300,000
94-RW08 .51	Boeing Access Road Bridge	20,000
	SUBTOTAL BRIDGES	\$ 320,000

Department: Public Works
 Division: Engineering

Program: Bridges & Streets
 Account: 104/01-02

Fund: 104 Arterial St.

BUDGET NARRATIVE: (Cont.)

Subtotal BRIDGES (from page 138).....\$ 320,000

104/02 ARTERIAL STREETS (Per CIP)

CAPITAL PROJECTS:

88-RW02	.01	Traffic Signal Interconnect.....	2,629,000
95-RS01	.03	S. 144 th St. (TIB - Military Road)	1,670,000
03-RW02	.14	Interurban Avenue S. (S. 143 rd – Fort Dent)	300,000
95-RW03	.18	Tukwila Intl Blvd Phase II (S. 116 th Way-132 nd)	5,085,000
95-RW04	.19	Tukwila Intl Blvd Phase III (S. 132 nd – 138 th).....	3,505,000
84-RW19	.20	Tukwila Urban Center Access (Klickitat)	3,890,000
03-RW04	.21	So. 144 th St. Bridge Sidewalks.....	25,000
01-RW06	.22	Tukwila Urban Center – Transit Center.....	700,000
05-RW03	.23	Tukwila Urban Center Pedestrian Bridge	300,000
05-RW02	.25	Boeing Access Road/E. Marginal Way Paving.....	116,000
89-RW09	.31	Annual Traffic Signal Program	50,000
84-RW37	.60	Southcenter Parkway (S. 180 th St. – S. 200 th).....	521,000
N/A	.85	Annual Repairs and Overlay	1,150,000
92-RW01	.92	Green River Valley Signals	<u>25,000</u>

SUBTOTAL CAPITAL PROJECTS **\$19,966,000**

** Salaries & Benefits 104/02 only	\$ 235,088
General Government Transfers	506,463
Transfer to 412 Fund for Cascade View Drainage Streets	850,000
Estimated Ending Fund Balance.....	<u>35,449</u>

GRAND TOTAL 104 **\$21,913,000**

“Salaries & Wages” includes a Sound Transit Project Manager and a Senior Engineer.

Department: *Public Works*
Division: *Engineering*

Program: *Bridges & Streets*
Account: *104/01-02*

Fund: *104 Arterial St.*

GENERAL ENGINEERING SERVICES – BRIDGES & STREETS

2006 PROGRAM GOALS:

- Complete construction of Phase II & III of Tukwila International Blvd. Improvement Project.
- Complete construction of Traffic Signal Interconnect Phase I.

2005 PROGRAM GOALS:

- Complete construction of S. 144th St. (Military – Tukwila Intl. Blvd). ***Substantially completed, except for final curb, gutter, sidewalk and paving in Summer 2006.***
- Complete design of Southcenter Parkway Extension. ***Completed.***
- Complete design of Phase II & III of Tukwila Intl. Blvd. Improvement Project. ***Design is substantially completed with final submittals by Spring 2006 with federal construction monies obligated.***
- Complete design of Traffic Signal Interconnect Phase I. ***Design is ongoing, completion by early Spring 2006.***
- Complete design report for Tukwila Urban Center Access (Klickitat). ***Completed.***
- Complete Tukwila Urban Center subarea plan. ***Completed.***

Department: N/A
Division: N/A

Program: Contingency
Account: N/A

Fund: 105 Contingency

PROGRAM DESCRIPTION:

This fund is used to provide funding for emergency expenditures that may occur. This fund is limited by State Law. For practical purposes, this funding is part of the annual cash carryover. It has not been used in more than 20 years.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	2004 ACTUAL	2005 BUDGET	2005 ACTUAL	2006 BUDGET
00 Other	\$ 0	\$ 784,000	\$ 0	\$ 798,364

BUDGET NARRATIVE:

This amount reflects estimated ending fund balance. Only investment interest is being added.

Department: *Fire*
Division: *N/A*

Program: *Fire Suppression*
Account: *526-594*

Fund: *107-Fire Equip.
Cum. Res.*

PROGRAM DESCRIPTION:

This fund is similar to the Equipment Rental Fund in that it provides funding for future major fire equipment purchases. Also, aid car donations for medical aid supplies are budgeted here. The primary revenue source is an annual contribution from the Fire Suppression Unit in the General Fund.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
30 Supplies	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
60 Capital Outlays	0	0	0	450,000
00 Other	0	608,000	608,000	341,721
TOTAL	\$ 2,000	\$ 610,000	\$ 610,000	\$ 793,721

BUDGET NARRATIVE:

“Supplies” represents contributions for medical aid.

“Capital Outlays” represents a pumper replacement purchase.

“Ending Fund Balance” reflects the accumulated reserve for future pumper replacements.

Department: N/A
Division: N/A

Program: Debt Service
Account: 591-592

Fund: 207-Limited Tax
G.O. Bonds, 1999

PROGRAM DESCRIPTION:

This fund provides payment to the Fiscal Agent for principal and interest payments required per debt service schedule for bonds issued to pay for the 6300 Building purchase, parking lot expansion and City investment in Tukwila Village project. Revenues are generated from sales tax. Bonds were issued in 1999 and will mature on December 1, 2019. Original issue was for \$10,000,000.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
00 Other	\$ 834,000	\$1,226,000	\$1,226,000	\$ 973,403

BUDGET NARRATIVE:

“Other” includes:

Interest/Reg. Costs.....	\$ 432,605
Principal.....	400,000
Est. Ending Fund Balance	140,798
TOTAL	<u>\$973,403</u>

Department: N/A
Division: N/A

Program: Debt Service
Account: 591-592

Fund: 208-Limited Tax
G.O. Bonds, 2000

PROGRAM DESCRIPTION:

This fund provides payment to Valley-Com for principal and interest payments required per debt service schedule for bonds issued to pay for the new Valley Communications Center. This debt reflects Tukwila's share with four other cities—Auburn, Renton, Kent, and Federal Way. Each of the five cities is responsible for one-fifth of the annual debt service. Revenues are generated from sales tax. Bonds were issued in 2000 and will mature in December 2015. Original issue was for \$2,551,600.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
00 Other	\$ 250,000	\$ 401,000	\$ 401,000	\$ 402,358

BUDGET NARRATIVE:

“Other” includes:

Interest	\$ 97,877
Principal.....	153,000
Est. Ending Fund Balance	151,481
TOTAL.....	<u>\$ 402,358</u>

Valley-Com cities agreed to forego payments during 2005. The use of city revenues was not necessary in 2005.

Department: N/A
Division: N/A

Program: Debt Service
Account: 591-592

Fund: 209-Limited Tax
G.O. Bonds, 2003

PROGRAM DESCRIPTION:

This fund provides payment to the Fiscal Agent for principal and interest payments required per debt service schedule for bonds issued as payment to King County for the South Park Bridge transfer and various major arterial street projects. Revenues are generated from sales tax. Bonds were issued in 2003 and will mature on December 1, 2023. Original issue applicable to this fund is \$6,277,500. The remainder of \$5,772,500 is due directly from the Foster Golf Fund – 411. Total bonds issued amounted to \$12,050,000.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
00 Other	\$ 273,000	\$ 566,000	\$ 566,000	\$ 565,221

BUDGET NARRATIVE:

“Other” includes:

Interest & Debt Reg. Costs..... \$ 272,327
Est. Ending Fund Balance 292,894
TOTAL..... \$ 565,221

Department: N/A
Division: N/A

Program: Debt Service
Account: 591-592

Fund: 210-Limited Tax G.O.
Refunding Bonds, 2003

PROGRAM DESCRIPTION:

This fund provides payment to the Fiscal Agent for principal and interest payments required per debt service schedule to refund the remaining debt of the Limited Tax G.O. Bonds, 1994 which were paid from the 201 Fund for bonds issued to pay for the Community Center and Fire Station #53 projects. Revenues are generated from sales tax. Refunding bonds were issued in 2003 and will mature on December 1, 2014. Original issue was for \$4,195,000.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
00 Other	\$ 490,000	\$ 788,000	\$ 788,000	\$ 702,254

BUDGET NARRATIVE:

“Other” includes:

Interest & Debt Reg. Costs.....\$ 152,400
Principal.....335,000
Est. Ending Fund Balance214,854
TOTAL.....\$ 702,254

Department: N/A
 Division: N/A

Program: Parks & Land
 Account: Various

Fund: 301-Land Acq.,
 Rec & Park Dev.

PROGRAM DESCRIPTION:

This special fund is to be used for the acquisition of land, development of land and construction of park facilities. Funds also include the planning and engineering costs related to the various projects. Only park-related projects are included. General Government projects are in the 303 Fund. A one-quarter percent Real Estate Excise Tax (REET) is available for park projects.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
10 Salaries & Wages	\$ 29,000	\$ 41,000	\$ 41,000	\$ 0
20 Personnel Benefits	7,000	10,500	10,500	0
40 Other Services & Charges	173,000	262,000	84,000	198,000
60 Capital Outlays	1,700,000	1,414,000	140,000	1,591,000
00 Other	45,000	784,500	784,500	1,865,999
TOTAL	\$1,954,000	\$2,512,000	\$1,060,000	\$3,654,999

BUDGET NARRATIVE:

301 REC. & PARKS (PER CIP)

98-DR06 .50 Codiga Farm Park	\$ 125,000
03-PK10 .52 Tukwila Pond Park	15,000
00-DR04 .53 WRIA 9 Watershed.....	38,000
97-PK03 .58 Cascade View Community Park	50,000
N/A .68 City of Tukwila Pool.....	180,000
03-PK07 .69 Duwamish River Bend Hill Park.....	235,000
03-PK08 .70 Macadam Winter Garden Park	241,000
03-PK07 .71 Fort Dent Park	755,000
04-PK01 .72 57 th Ave. S. Park Extension	150,000

CIP PROJECTS **\$ 1,789,000**

Miscellaneous General Government	47,942
Estimated Ending Fund Balance	1,818,057

TOTAL 301 FUND **\$ 3,654,999**

Department: N/A
 Division: N/A

Program: General Plant Facilities
 Account: 594

Fund: 302-Facility
 Replacement

PROGRAM DESCRIPTION:

The fund has been established to provide future funding needs for general government building replacements and major enhancements.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
40 Other Services & Charges	\$ 80,000	\$ 125,000	\$ 4,000	\$ 121,000
60 Capital Outlays	520,000	688,000	0	689,000
00 Other	0	4,862,000	4,862,000	5,153,244
TOTAL	\$ 600,000	\$ 5,675,000	\$ 4,866,000	\$ 5,963,244

BUDGET NARRATIVE:

FACILITIES (Per CIP)

00-BG22 .01 Tukwila Village.....	\$ 785,000
05-BG03 .04 Solid Waste Study	25,000
SUBTOTAL CIP	\$ 810,000
Estimated ending fund balance.....	5,153,244
TOTAL 302 FUND	<u>\$ 5,963,244</u>

Department: N/A
 Division: N/A

Program: General Plant
 Account: 518
 594

Fund: 303-General Gov. Improv.

PROGRAM DESCRIPTION:

This special fund is to be used for improvements, additions, or other miscellaneous minor capital projects not provided for elsewhere. Projects which benefit multiple departments or functions will be given priority.

PROGRAM OBJECT BUDGET:

PROGRAM OBJECT	2004 ACTUAL	2005 BUDGET	2005 ACTUAL	2006 BUDGET
10 Salaries & Wages	\$ 40,000	\$ 60,000	\$ 60,000	\$ 79,520
20 Personnel Benefits	6,000	12,000	12,000	27,751
40 Other Services & Charges	120,000	140,000	140,000	140,000
60 Capital Outlays	304,000	1,100,000	1,100,000	1,550,000
00 Other	0	250,000	250,000	3,665
TOTAL	\$ 470,000	\$ 1,562,000	\$ 1,562,000	\$ 1,800,936

BUDGET NARRATIVE:

GENERAL IMPROVEMENT PROJECTS (Per CIP)

General Improvements.....	<u>\$ 1,690,000</u>
SUBTOTAL	<u>\$ 1,690,000</u>
Estimated Ending Fund Balance	3,665
Salaries & Benefits.....	<u>107,271</u> ¹
TOTAL 303 FUND	<u>\$ 1,800,936</u>

¹ Salaries & Wages include a Project Manager.

NOTES

2006 BUDGET

SUMMARY

WATER/SEWER UTILITIES

PROGRAM OBJECT	2004 ACTUAL	2005 BUDGET	2005 ACTUAL	2006 BUDGET
401 Water	\$ 4,261,500	\$ 9,139,000	\$ 9,139,000	\$ 11,042,333
402 Sewer	4,595,500	5,815,000	5,815,000	9,480,498
404 Water/Sewer Rev. Bonds	690,604	688,579	688,579	690,054
405 Bond Reserve	0	577,587	577,587	577,587
TOTALS	\$ 9,547,604	\$ 16,220,166	\$ 16,220,166	\$ 21,790,472

NOTE: Includes estimated ending working capital in budgeted amounts.

Beginning with budget year 2006, the Water/Sewer Construction Fund 403, will be combined with Water Fund 401 and Sewer Fund 402, respectively.

Department: *Public Works*
Division: *Maint./Engineering*

Program: *Water*
Account: *401/01-02*

Fund: *401-Water*

PROGRAM DESCRIPTION:

The mission of the Water Utility is to operate and maintain a water distribution system that will provide residential, commercial, and industrial customers with high water quality, adequate capacity and pressure, at economical costs. The system distributes, on an annual basis, approximately 807 million gallons of water through forty miles of water mains through approximately 2,170 meters. The Maintenance Operations Manager oversees the daily activities of the water utility. The Operations Manager reports to the Director of Public Works and maintains relationships with adjoining jurisdictions, cities, water districts, sewer districts, and the Washington State Department of Health.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
<u>401/01 OPERATIONS & MAINTENANCE</u>				
10 Salaries & Wages	\$ 292,000	\$ 340,000	\$ 340,000	\$ 368,390
20 Personnel Benefits	115,000	123,000	123,000	123,439
30 Supplies	1,510,000	1,530,100	1,530,100	1,537,600
40 Other Services & Charges	150,000	148,141	148,141	153,056
50 Intergovt. Services & Taxes	195,000	180,000	180,000	180,000
60 Capital Outlays	57,000	74,000	74,000	80,000
00 Other	1,400,000	6,743,759	6,743,759	1,165,554
TOTAL 401/01	\$ 3,719,000	\$ 9,139,000	\$ 9,139,000	\$ 3,608,039
<u>401/02 CAPITAL OUTLAYS</u>				
10 Salaries & Wages	\$ 0	\$ 0	\$ 0	\$ 43,862
20 Personnel Benefits	0	0	0	14,315
40 Other Services & Charges	0	0	0	398,000
60 Capital Outlays	0	0	0	3,652,000
00 Other	0	0	0	3,326,117
TOTAL 401/02	\$ 0	\$ 0	\$ 0	\$ 7,434,294
TOTAL WATER UTILITY	\$ 3,719,000	\$ 9,139,000	\$ 9,139,000	\$ 11,042,333

BUDGET NARRATIVE:

401/01 OPERATIONS & MAINTENANCE

“Salaries & Wages” includes a Maintenance & Operations Superintendent, a Maintenance & Operations Foreman, and four (4) Maintenance & Operations Specialists.

“Supplies” includes office and miscellaneous supplies (\$4,600); operating supplies (\$25,000); maintenance supplies (\$42,000); Cascade Water Alliance (CWA) block wholesale purchased water (\$1,435,000) and includes (\$37,230) in CWA administration fees; reclaimed water (\$10,000); large meters (\$15,000); demand charge (\$3,000); and small tools (\$3,000).

Department: *Public Works*
Division: *Maint./Engineering*

Program: *Water*
Account: *401/01-02*

Fund: *401-Water*

BUDGET NARRATIVE *(Cont.)*

“Other Services & Charges” includes communication (\$2,500); equipment rental (\$59,056); insurance (\$32,000); repairs (\$11,000); utilities (\$25,000); professional services (\$10,300); DOH permit (\$3,200); and miscellaneous (\$10,000).

“Taxes” are excise tax payments to the State.

“Capital Outlays” reflects automatic meter reading machine equipment (\$60,000); telemetry system upgrade (\$10,000); and replacement equipment (\$10,000).

“Other” includes general government services (\$481,468); revenue bonds principal and interest (\$684,086); and estimated ending fund balance of (\$2,160,563).

401/02 CAPITAL PROJECTS (per CIP)

84-WT07 .07	Maule Ave./Interurban Ave. S. Water Main.....	\$ 525,000
98-WT05 .09	Southcenter Blvd. Main Replacement.....	327,000
98-WT03 .11	Water Leak Detection Survey	15,000
92-WT04 .16	Annexed Area Turnover.....	30,000
95-WT01 .18	Allentown/Foster Point Water System	2,610,000
03-WT01 .20	58 th Avenue S. Main Replacement	160,000
92-WT06 .21	Interurban Water Reuse.....	100,000
93-WT02 .26	Campbell Hill Waterline.....	193,000
99-WT02 .31	Supply Station Upgrades & Abandonments.....	<u>90,000</u>
	SUBTOTAL CAPITAL PROJECTS	\$ 4,050,000
	Engineering Salaries & Benefits	58,177 ¹
	Estimated Ending Working Capital	3,286,303
	Intergovernmental Loans/Interest	<u>39,814</u>
	TOTAL 401/02	\$ 7,434,294
	TOTAL 401/01 (from page 152)	<u>3,608,039</u>
	TOTAL 401	<u>\$11,042,333</u>

¹ Salaries & Wages include one (1) Senior Engineer split between Water and Sewer.

Department: *Public Works*
Division: *Maint./Engineering*

Program: *Water*
Account: *401/01-02*

Fund: *401-Water*

WATER MAINTENANCE

2006 PROGRAM GOALS:

General

- Track cross-connection devices and provide annual Department of Health report using the City's cross-connection data program.
- Continue implementation of the automatic meter read program and connect data to the Finance Department's billing software.
- Implement a program to test the accuracy of water meters 2-inches and larger into standard preventative maintenance procedures.

Performance

- Install new water meters within 48 hours of the hook-up request.
- Respond to water quality concerns within 24 hours.
- Test chlorine residual level bi-monthly.
- Test coliform levels bi-monthly.
- Reduce the percentage of water loss by an additional 10 percent.

2005 PROGRAM GOALS:

General

- Track cross-connection devices and provide annual Department of Health report using the City's cross-connection data program. ***Annual Department of Health report submitted.***
- Continue implementation of the automatic meter read program and connect data to the Finance Department's billing software. ***Ongoing, 2005 automatic meter read goals completed.***
- Implement a program to test the accuracy of water meters 2-inches and larger into standard preventative maintenance procedures. ***Ongoing, testing on schedule.***

Performance

- Install new water meters within 48 hours of the hook-up request. ***Goal met.***
- Respond to water quality concerns within 24 hours. ***Goal met.***
- Test chlorine residual level bi-monthly. ***Goal met.***
- Test coliform levels bi-monthly. ***Goal met.***
- Reduce the percentage of water loss by an additional 10 percent. ***Ongoing, part of the 2005 drought response and conservation program.***

Department: *Public Works*
Division: *Maint./Engineering*

Program: *Water*
Account: *401/01-02*

Fund: *401-Water*

GENERAL ENGINEERING SERVICES - WATER

2006 PROGRAM GOALS:

- Complete construction of Allentown Phase II/Foster Point water, sewer, surface water and street improvements.
- Complete construction of the Southcenter Blvd. Water Main Replacement Project.
- Complete construction of the Campbell Hill Water Line Project.
- Complete construction of Maule Ave./Interurban Ave. So. Water Main Project.

2005 PROGRAM GOALS:

- Complete construction of Allentown Phase II/Foster Point water, sewer, surface water and street improvements. ***Goal not met, unsuccessful in obtaining second Public Works Trust Fund Loan. Rejected all bids, re-evaluated design and cost estimate. Will re-advertise for construction in early 2006 with potential bond.***
- Complete construction of the Southcenter Blvd. Water Main Replacement Project. ***Postponed to coincide with construction of Southcenter Parkway Extension.***
- Complete construction of the Campbell Hill Water Line Project. ***Rejected all bids, re-evaluated design and cost estimate. Will re-advertise for construction in early 2006.***
- Complete construction of Maule Ave./Interurban Ave. So. Water Main Project. ***Design and construction tied to Campbell Hill Water Line Project listed above.***

Department: *Public Works*
Division: *Maint./Engineering*

Program: *Sewer*
Account: *402/01-02*

Fund: *402-Sewer*

PROGRAM DESCRIPTION:

The mission of the Sewer Utility is to operate and maintain a sewer collection system that will ensure the health, safety, and welfare of the citizens and visitors of Tukwila. The Sewer Utility is responsible for the maintenance of approximately 33 miles of gravity sewer main and the operation and maintenance of eight lift stations and force mains. These lift stations pump approximately 60% of all sewage in the City (approximately 460 million gallons). The Maintenance Operations Manager oversees the Sewer Utility. The Operations Manager maintains relationships with adjoining jurisdictions, cities, water districts, sewer districts, King County Metro, D.O.E., D.O.H. and King County Health Department, and reports to the Director of Public Works.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
<u>402/01 OPERATIONS & MAINTENANCE</u>				
10 Salaries & Wages	\$ 170,000	\$ 188,000	\$ 188,000	\$ 188,403
20 Personnel Benefits	59,000	75,500	75,500	82,073
30 Supplies	2,600,000	2,667,600	2,667,600	2,667,600
40 Other Services & Charges	175,000	166,370	166,370	174,444
50 Intergovt. Services & Taxes	43,000	40,000	40,000	40,000
60 Capital Outlays	6,000	12,000	12,000	5,000
00 Other	1,000,000	2,665,530	2,665,530	431,182
TOTAL	\$4,053,000	\$ 5,815,000	\$5,815,000	\$ 3,588,702
<u>402/02 CAPITAL OUTLAYS</u>				
10 Salaries & Wages	\$ 0	\$ 0	\$ 0	\$ 43,862
20 Personnel Benefits	0	0	0	14,315
40 Other Services & Charges	0	0	0	705,000
60 Capital Outlays	0	0	0	4,409,000
00 Other	0	0	0	719,619
TOTAL 402/02	\$ 0	\$ 0	\$ 0	\$ 5,891,796
TOTAL SEWER UTILITY	\$ 4,053,000	\$5,815,000	\$5,815,000	\$9,480,498

BUDGET NARRATIVE:

402/01 OPERATIONS & MAINTENANCE

“Salaries” include a Maintenance & Operations Superintendent (split with Surface Water); Foreman; a Senior Maintenance & Operations Specialist; and a Maintenance & Operations Specialist (split with Surface Water).

Department: *Public Works*
Division: *Maint./Engineering*

Program: *Sewer*
Account: *402/01-02*

Fund: *402-Sewer*

BUDGET NARRATIVE *(Cont.)*

“Supplies” includes Metro charges (\$2,648,000); operating, office, and maintenance supplies (\$18,100); and small tools (\$1,500).

“Other Services & Charges” includes equipment rental (\$81,694); communication (\$2,500); insurance (\$20,000); utilities (\$18,000); professional services (\$3,600); repairs (\$10,000); grouting and sealing (\$3,000); pump station painting (\$15,000); telemetry repair (\$15,000); and miscellaneous (\$5,650).

“Taxes” are excise taxes paid to the State.

“Capital Outlays” reflects replacement equipment (\$5,000).

“Other” includes general government transfers (\$425,214); bond principal and interest (\$5,968).

402/02 CAPITAL PROJECTS (per CIP)

N/A	.05	Sewer Infiltration and Inflow	\$ 30,000
05-SW02	.14	Sewer GIS Inventory	100,000
05-SW03	.16	Sewer Repair: 14438 – 59 th Ave. S.....	80,000
95-SW02	.21	Allentown/Foster Point Sewer System	<u>4,904,000</u>
SUBTOTAL CAPITAL PROJECTS			\$ 5,114,000
Engineering Salaries & Benefits			58,177 ¹
Estimated Ending Working Capital			674,309
Intergovernmental Loans/Interest			<u>45,310</u>
TOTAL 402/02			\$ 5,891,796
TOTAL 402/01 (from page 156)			<u>3,588,702</u>
TOTAL 402			<u>\$ 9,480,498</u>

¹ Salaries & Benefits include one (1) Senior Engineer split between Water and Sewer.

Department: *Public Works*
Division: *Maint./Engineering*

Program: *Sewer*
Account: *402/01-02*

Fund: *402-Sewer*

SEWER MAINTENANCE

2006 PROGRAM GOALS:

General

- Evaluate system-wide conditions for possible replacement and/or upgrade.
- Review results of video logs to identify areas of damage or infiltration/inflow.

Performance

- TV inspect 20,000 LF of pipe annually.
- Clean 183,000 LF of pipe annually.
- Clean and maintain 730 manholes annually.
- Weekly monitoring of 10 sewer lift stations for pump hours, start counts, and generator operation.

2005 PROGRAM GOALS:

General

- Evaluate system-wide conditions for possible replacement and/or upgrade. ***Supported Engineering with project listings to be reflected in Capital Improvement Program and Comprehensive Plan.***
- Review results of video logs to identify areas of damage or infiltration/inflow. ***Ongoing. Pipe video analysis was completed providing us the information for needed repairs.***

Performance

- TV inspect 20,000 LF of pipe annually. ***90% completed.***
- Clean 183,000 LF of pipe annually. ***Completed.***
- Clean and maintain 730 manholes annually. ***Completed.***
- Conduct weekly monitoring of 10 sewer lift stations for pump hours, start counts, and generator operation. Ongoing, goal being met. ***Ongoing, goal being met.***

Department: *Public Works*
Division: *Maint./Engineering*

Program: *Sewer*
Account: *402/01-02*

Fund: *402-Sewer*

GENERAL ENGINEERING SERVICES - SEWER

2006 PROGRAM GOALS:

- Complete construction of Allentown Phase II/Foster Point water, sewer, surface water and street improvements.
- Commence GIS inventory for sewer infrastructure that will continue for multiple years.

2005 PROGRAM GOALS:

- Complete construction of Allentown Phase II/Foster Point water, sewer, surface water and street improvements. ***Goal not met, unsuccessful in obtaining second Public Works Trust Fund Loan. Rejected all bids, re-evaluated design and cost estimate. Will re-advertise for construction in early 2006 with potential bond.***

Department: *Water/Sewer Utility* **Program:** *Water/Sewer Rev. Bonds*
Division: *N/A* **Account:** *404-582-380* **Fund:** *404-Water/Sewer Revenue Bonds*
404-592-380

PROGRAM DESCRIPTION:

This fund is used to pay Water/Sewer bond principal, interest and redemption payments to the Fiscal Agent. Revenues are received from the Water and Sewer funds based on their respective bond issue participation. The bond issues below are the remaining outstanding water/sewer debt obligations.

MATURITY DATES			
1993	Water/Sewer	\$ 2,925,000 issued	Matures 12/01/06
1995	Water	\$ 4,500,000 issued	Matures 02/01/15

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
00 Other	\$ 690,604	\$ 688,579	\$ 688,579	\$ 690,054

BUDGET NARRATIVE:

PRINCIPAL:	
Water	\$ 504,300
Sewer	<u>5,700</u>
SUBTOTAL	\$ 510,000

INTEREST:	
Water	\$ 179,786
Sewer	<u>268</u>
SUBTOTAL	\$ 180,054

TOTAL PRINCIPAL & INTEREST \$ 690,054

Department: *Water/Sewer Utility*
Division: *N/A*

Program: *Bond Reserve*
Account: *N/A*

Fund: *405-Bond Reserve*

PROGRAM DESCRIPTION:

This fund is required by various bond issues to provide adequate funding in case of default and to protect bondholders.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
00 Other	\$ 0	\$ 577,587	\$ 577,587	\$ 577,587

Department: *Parks and Recreation* **Program:** *Foster Golf Course*
Division: *Golf Course Maint. & Pro Shop* **Account:** *411-576-680* **Fund:** *411-Foster Golf Course*
411-576-681
411-582-760
411-592-760
411-594-760

PROGRAM DESCRIPTION:

The mission of the pro shop staff and grounds maintenance crew is to provide a quality golfing experience for our citizens and City visitors. The golf course is operated as an enterprise fund with revenues covering all maintenance, pro shop services, and capital construction costs.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
<u>MAINT. & PRO SHOP OPERATIONS</u>				
10 Salaries & Wages	\$ 632,000	\$ 679,000	\$ 679,000	\$ 686,278
20 Personnel Benefits	173,000	210,500	210,500	215,220
30 Supplies	203,000	208,900	208,900	210,900
40 Other Services & Charges	241,000	273,087	273,087	281,958
50 Intergovt. Services & Taxes	50,000	6,000	6,000	6,000
SUBTOTAL	\$1,299,000	\$1,377,487	\$1,377,487	\$1,400,356
<u>CAPITAL</u>				
10 Salaries & Wages	\$ 53,000	\$ 0	\$ 0	\$ 0
20 Personnel Benefits	6,000	0	0	0
30 Supplies	20,000	14,000	14,000	0
40 Other Services & Charges	167,000	0	0	0
60 Capital Outlays	2,116,000	0	0	35,000
SUBTOTAL	\$2,362,000	\$ 14,000	\$ 14,000	\$ 35,000
00 Other	625,000	705,513	705,513	777,703
TOTAL 411	\$4,286,000	\$2,097,000	\$2,097,000	\$2,213,059

BUDGET NARRATIVE:

MAINTENANCE & PRO SHOP OPERATIONS

“Salaries & Wages” includes a Maintenance & Operations Superintendent; two (2) Administrative Support Technicians; a Fleet Technician; a Golf Maintenance Supervisor; two and one-half (2.5) Maintenance Specialists; a Lead Maintenance Specialist; a ¾-time (.75) Director of Instruction; and 25% of the Parks & Recreation Director's salaries & wages. Extra labor has been provided to help operate the Pro Shop (\$40,000) and for golf course maintenance (\$120,000).

“Supplies” includes course maintenance (\$63,500); Pro Shop resale supplies (\$140,000); and other supplies (\$7,400).

“Other Services & Charges” includes professional services (\$5,500); equipment rental (\$95,958); utilities (\$55,500); power cart rentals (\$36,000); printing (\$5,500); repairs and maintenance (\$9,500); communication (\$10,700); rentals (\$8,600); insurance (\$20,000); advertising (\$25,000); and miscellaneous (\$9,700).

“Intergovernmental Services & Taxes” reflects State excise tax (\$6,000).

NOTES

Department: *Public Works*
Division: *Maint./Engineering*

Program: *Surface Water*
Account: *412/01-02*

Fund: *412-Surface Water*

PROGRAM DESCRIPTION:

This program provides for engineering studies, preliminary engineering, construction and maintenance of public surface water and drainage facilities to include control and monitoring of storm and surface water quantity and quality. The Green River Basin management agreement and the Green River levees are also included in this program. The costs of operating and maintaining the system are included with the Capital Projects necessary for system improvements. The Operations Manager oversees the surface water maintenance effort.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
<u>412/01 OPERATIONS & MAINTENANCE</u>				
10 Salaries & Wages	\$ 309,000	\$ 382,000	\$ 382,000	\$ 389,984
20 Personnel Benefits	110,000	137,000	137,000	141,095
30 Supplies	23,000	31,100	31,100	31,100
40 Other Services & Charges	140,000	163,037	163,037	168,724
50 Intergovt. Services & Taxes	30,000	30,000	30,000	30,000
60 Capital Outlays	7,000	12,000	12,000	7,000
00 Other	275,000	286,000	286,000	297,686
TOTAL 412/01	\$ 894,000	\$ 1,041,137	\$ 1,041,137	\$ 1,065,589
<u>412/02 CAPITAL OUTLAYS</u>				
10 Salaries & Wages	\$ 139,000	\$ 202,000	\$ 202,000	\$ 89,711
20 Personnel Benefits	38,000	63,500	63,500	29,157
40 Other Services & Charges	805,000	744,000	744,000	929,000
60 Capital Outlays	40,000	6,047,000	6,047,000	3,993,000
00 Other	100,000	1,960,363	1,960,363	1,419,939
TOTAL 412/02	\$1,122,000	\$ 9,016,863	\$ 9,016,863	\$ 6,460,807
TOTAL SURFACE WATER	\$2,016,000	\$10,058,000	\$10,058,000	\$ 7,526,396

BUDGET NARRATIVE:

412/01 OPERATIONS & MAINTENANCE

“Salaries & Wages” includes a Maintenance & Operations Superintendent (split with Sewer Fund); a Maintenance & Operations Foreman; four (4) Maintenance & Operations Specialists; a Maintenance & Operations Specialist (split with Surface Water); and a Maintenance & Operations Foreman split with Streets.

“Supplies” includes operating supplies (\$22,000); educational supplies (\$4,000); small tools (\$1,500); and miscellaneous supplies (\$3,600).

Department: *Public Works*
Division: *Maint./Engineering*

Program: *Surface Water*
Account: *412/01-02*

Fund: *412-Surface Water*

BUDGET NARRATIVE (Cont.)

“Other Services & Charges” includes equipment rental (\$54,224); utility services (\$15,000); waste disposal (\$45,000); repairs (\$12,000); miscellaneous (\$12,100); professional services (\$5,400); rentals (\$5,000); and insurance (\$20,000).

“Taxes” are State B&O taxes.

“Capital Outlays” reflects replacement equipment.

“Other” represents the general government contribution to the General Fund.

412-02 CAPITAL PROJECTS (per CIP)

98-DR07	.06	Tukwila Int'l Blvd. High Flow Bypass.....	\$ 100,000
86-DR01	.08	Strander Blvd. Upgrade and Pump Station.....	200,000
N/A	.09	Annual Neighborhood Drainage Projects (Eng. & Const.)	899,000
93-DR10	.22	Surface Water GIS Inventory	237,000
93-DR08	.23	Gilliam Creek 42 nd Ave. S. Culvert.....	288,000
00-DR05	.98	Allentown/Foster Point Drainage	1,420,000
00-DR06	.99	Cascade View Drainage Improvements.....	<u>1,778,000</u>

SUBTOTAL CAPITAL PROJECTS **\$ 4,922,000**

Engineering Salaries & Benefits	118,868 ¹
Debt Service PWTF Loans	231,302
Estimated Ending Working Capital	<u>1,188,637</u>

TOTAL 412/02 **\$ 6,460,807**

TOTAL 412/01 (from page 166) **1,065,589**

TOTAL 412 **\$ 7,526,396**

(1) Salaries & Benefits include one (1) Senior Engineer.

Department: *Public Works*
Division: *Maint./Engineering*

Program: *Surface Water*
Account: *412/01-02*

Fund: *412-Surface Water*

SURFACE WATER MAINTENANCE

2006 PROGRAM GOALS:

General

- Participate in development of a multi-year small drainage project list.
- Provide field support to Engineering for GIS inventory.
- Investigate through usage of TV, GIS and flushing tasks to find unmapped systems.

Performance

- TV inspect 15,000 LF of pipe.
- Maintain/clean 3,500 LF of ditches and four large water quality ponds.
- Clean 1,400 catch basins, manholes and stormceptors.
- Maintain/clean 15,000 LF of storm lines.
- Conduct weekly monitoring of five storm lift stations for pump hours, start counts, and generator operation.

2005 PROGRAM GOALS:

General

- Participate in development of a multi-year small drainage project list. ***Refinements to the 2005 small drainage project list have been coordinated with Engineering.***
- Provide field support to Engineering for GIS inventory. ***Goal met.***

Performance

- TV inspect 15,000 LF of pipe. ***Goal exceeded, completed 19,000 LF year-to-date.***
- Maintain/clean 3,500 LF of ditches and four large water quality ponds. ***Goal met.***
- Clean 1,400 catch basins, manholes and stormceptors. ***Completed 1,200.***
- Maintain/clean 15,000 LF of storm lines. ***Goal met.***
- Conduct weekly monitoring of five storm lift stations for pump hours, start counts, and generator operation. ***Goal met; ongoing.***

Department: *Public Works*
Division: *Maint./Engineering*

Program: *Surface Water*
Account: *412/01-02*

Fund: *412-Surface Water*

GENERAL ENGINEERING SERVICES - SURFACE WATER

2006 PROGRAM GOALS:

- Complete construction for the Cascade View Neighborhood Improvement Project.
- Finalize construction of Strander Blvd. Project.
- Complete small drainage projects identified on the approved FY2006 list.
- Continue development of the GIS as-builts of city infrastructure that complies with NPDES Phase II.

2005 PROGRAM GOALS:

- Complete construction for the Cascade View Neighborhood Improvement Project. ***Construction underway with second quarter 2006 expected completion.***
- Complete construction of Strander Blvd. project. ***Construction substantially completed.***
- Complete small drainage projects identified on the approved FY2005 list. ***The 2005 small drainage projects design and construction completed.***
- Continue development of the GIS as-builts of City infrastructure that complies with NPDES Phase II. ***Area #3 inventory underway.***

NOTES

Department: *Public Works*
Division: *Maintenance Admin.*

Program: *Equipment Rental*
Account: *01-548-650*
02-594-480

Fund: *501-Equipment Rental*

PROGRAM DESCRIPTION:

The mission of this unit is to provide a fleet of vehicles and equipment with an operation maintenance and replacement program and to supply the City with adequate, safe, economical and on-demand operational cars, trucks and specialty equipment. Services are provided through in-house labor and contracted services. The current fleet consists of approximately 194 vehicles and 129 other pieces of equipment. The program is managed by the Internal Operations Manager under the general guidance and direction of the Maintenance Operations Manager who reports to the Director of Public Works.

PROGRAM OBJECT BUDGET:

PROGRAM OBJECT	2004 ACTUAL	2005 BUDGET	2005 ACTUAL	2006 BUDGET
<u>01 OPERATIONS & MAINTENANCE</u>				
10 Salaries & Wages	\$ 239,000	\$ 233,000	\$ 233,000	\$ 240,395
20 Personnel Benefits	63,000	71,000	71,000	77,409
30 Supplies	393,000	326,000	326,000	414,500
40 Other Services & Charges	168,000	158,000	158,000	160,980
60 Capital Outlays	5,000	15,000	15,000	15,000
00 Other	146,000	152,000	152,000	158,167
SUBTOTAL 01	\$1,014,000	\$ 955,000	\$ 955,000	\$1,066,451
<u>02 CAPITAL REPLACEMENTS</u>				
60 Capital Outlays	\$ 780,000	\$ 643,000	\$ 643,000	\$1,203,000
00 Est. Ending Working Capital	0	3,084,000	3,084,000	3,040,350
SUBTOTAL 02	\$ 780,000	\$3,727,000	\$3,727,000	\$4,243,350
TOTAL 501	\$1,794,000	\$4,682,000	\$4,682,000	\$5,309,801

BUDGET NARRATIVE:

“Salaries & Wages” includes a Fleet Supervisor, and three (3) Fleet Technicians.

“Supplies” includes fuel (\$235,000); repairs (\$125,000); inventory (\$50,000); small tools (\$2,500); and office supplies (\$2,000).

“Other Services & Charges” includes equipment rental contributions (\$9,980); insurance (\$14,000); repairs (\$125,000); and miscellaneous (\$12,000).

“Capital Outlays” 01 program group reflects office furniture and small equipment replacements.

“Capital Outlays” 02 program group reflects vehicle replacements. *See page 173.*

“Other” represents general government contribution.

Department: *Public Works*
Division: *Maintenance Admin.*

Program: *Equipment Rental*
Account: *01-548-650*
02-594-480

Fund: *501-Equipment
Rental*

2006 PROGRAM GOALS:

General

- Evaluate staffing levels to meet customer needs and changes in fleet operations.
- Use monthly maintenance management tracking reports to recommend a 10 percent reduction in fleet maintenance costs.

Performance

- Complete 85 percent of the 2006 budget capital equipment purchases by June 30th.
- Return 100 percent of vehicles for preventive maintenance and checkup within the 30-day timeframe.
- Keep 90 percent of safety vehicles (Police and Fire) available for use.

2005 PROGRAM GOALS:

General

- Evaluate staffing levels to meet customer needs and changes in fleet operations. **Completed. Evaluation indicates additional mechanic is needed.**
- Use monthly maintenance management tracking reports to recommend a 10 percent reduction in fleet maintenance costs. **Goal met, increased costs are result of the growth in the aging fleet and fuel prices.**

Performance

- Complete 85 percent of the 2005 budget capital equipment purchases by June 30th. **85% of the purchases were completed by June 30th.**
- Return—within 24 hours—90 percent of vehicles receiving preventive maintenance. **Standard as stated has been met. Unable to complete full preventive maintenances due to staffing levels.**
- Keep 90 percent of safety vehicles (police and fire) available for use. **Goal met.**

NEW & REPLACEMENT PURCHASES IN 2006

DESCRIPTION	UNIT #	EST. COST	NEW REPLACE DATE	REPLACEMENT UNIT
<u>POLICE:</u>				
1 Patrol Car	1187	\$ 47,000	2009	Patrol Car
2 Patrol Car	1108	47,000	2009	Patrol Car
3 Patrol Car, K9	1165	52,500	2009	Patrol Car, K9
4 Administration, ER	1104	46,000	2013	Administration, ER
5 Police Car Cameras	xxxx	150,000	2010	Police Car Cameras
<u>FIRE:</u>				
6 Pickup Truck	1101	43,500	2013	Truck
<u>PUBLIC WORKS:</u>				
7 Administration	1164	16,500	2013	Administration
<u>PARKS/RECREATION:</u>				
8 Administration	1114	16,500	2013	Administration
9 Van	1216	46,000	2016	Shuttle Van
10 Chipper	1461	24,500	2016	Chipper
<u>PLANNING:</u>				
11 Administration	1116	16,500	2013	Administration
12 Administration	1134	16,500	2013	Administration
<u>STREET:</u>				
13 ¾-ton Pickup	1251	25,000	2013	¾-ton Pickup w/Toolbox
14 ¾-ton Pickup	1256	30,500	2013	¾-ton Pickup w/Lift
15 Dump Truck, 12cy	1380	112,500	2021	Dump Truck, 12cy
16 Snowplow	1400	7,000	2021	Snowplow
17 Sander	1405	19,500	2021	Sander
18 Sander	1406	19,500	2021	Sander
19 Snowplow	1407	7,000	2021	Snowplow
20 Backhoe	1455	81,500	2016	Backhoe
<u>ADMINISTRATION:</u>				
21 Administration	1169	16,500	2013	Administration
<u>SEWER:</u>				
22 ¾-ton Pickup	1230	25,000	2013	¾-ton Pickup
<u>SURFACE WATER:</u>				
23 Backhoe	1454	<u>86,500</u>	2016	Backhoe
SUBTOTAL REPLACEMENTS		<u>\$953,000</u>		
<u>TO BE DETERMINED:</u>				
24 Standby Fleet	xxxx	<u>30,000</u>	xxxx	To Be Determined
SUBTOTAL STANDBY REPLACEMENTS		<u>\$ 30,000</u>		
<u>STREET:</u>				
25 Truck, Fiber Optic	xxxx	35,000	xxxx	Truck, Fiber Optic
<u>SEWER:</u>				
26 ¾-ton Truck	xxxx	<u>25,000</u>	xxxx	¾-ton Truck
SUBTOTAL NEW VEHICLES		<u>\$ 60,000</u>		
<u>SEWER/STORM:</u>				
27 TV Truck Upgrades	xxxx	<u>50,000</u>	xxxx	Upgrade Pipe Video Equipment
TOTAL BUDGETED PURCHASES		<u>\$1,093,000</u>		
BUDGETED CARRYOVERS				
28 Water Department Service Truck		\$ 17,000		
29 Street Chipper		32,000		
30 TAC Van		11,000		
31 Equipment Rental Service Truck		22,000		
32 Equipment Rental Diagnostic Tool		6,000		
33 DCD Sedan		<u>22,000</u>		
TOTAL BUDGETED CARRYOVERS		<u>\$110,000</u>		

Department: *General Admin.*
Division: *Finance*

Program: *Self-Insured Medical*
Account: *517-370*
517-900

Fund: *502-Insurance*

PROGRAM DESCRIPTION:

This fund was created to account for the City's self-insured medical plan. This fund receives contributions on behalf of the employees through their respective organization units. Medical claims, program administrative fees and a Wellness Program are expensed in this fund. The LEOFF I retiree portion of this program was split off into a separate Fund (503) to accommodate new reporting regulations.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
20 Personnel Benefits	\$3,390,000	\$3,458,000	\$3,458,000	\$3,745,712
40 Other Services & Charges	30,000	49,000	49,000	41,000
00 Other	0	267,000	267,000	295,393
TOTAL	\$3,420,000	\$3,774,000	\$3,774,000	\$4,082,105

BUDGET NARRATIVE:

"Personnel Benefits" reflects medical and dental payments.

"Other Services & Charges" includes (\$21,000) for administrative costs of the program including plan administrator and claims processing services; an estimated allocation for the City's Wellness Program (\$18,000); and miscellaneous of (\$2,000).

"Other" is Estimated Ending Working Capital. This balance is reserved for unusual insurance losses.

Department: *General Admin.*
Division: *Finance*

Program: *Self-Insured Medical*
Account: *517-370*

Fund: *503-Insurance
LEOFF I*

PROGRAM DESCRIPTION:

This fund was created to account for the City's self-insured medical plan for LEOFF I retirees. This fund receives contributions on behalf of retired LEOFF I employees through their respective organization units. Medical claims and program administrative fees are expensed in this fund.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	2004 ACTUAL	2005 BUDGET	2005 ACTUAL	2006 BUDGET
20 Personnel Benefits	\$ 265,000	\$ 300,000	\$ 450,000	\$ 485,703
40 Other Services & Charges	5,000	4,000	4,000	3,000
00 Other	0	745,367	745,367	585,801
TOTAL	\$ 270,000	\$1,049,367	\$1,199,367	\$1,074,504

BUDGET NARRATIVE:

"Personnel Benefits" reflects medical and dental payments for LEOFF I retirees.

"Other Services & Charges" reflects administrative costs of the program including plan administrator and claims processing services.

"Other" is Estimated Ending Working Capital. This balance is reserved for unusual insurance losses and for long-term funding of LEOFF I coverage liabilities.

Department: N/A
Division: N/A

Program: Firemen's Pension
Account: 611-522-200

Fund: 611-Firemen's Pension

PROGRAM DESCRIPTION:

This fund essentially exists to support fifteen (15) firefighters who qualify for a City pension system prior to 1971.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 BUDGET</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>
20 Personnel Benefits	\$ 35,000	\$ 40,000	\$ 40,000	\$ 40,000
40 Other Services & Charges	3,000	3,000	3,000	3,000
00 Estimated Ending Fund Balance	0	1,312,000	1,312,000	1,342,595
TOTAL	\$ 38,000	\$1,355,000	\$1,355,000	\$1,385,595

BUDGET NARRATIVE:

“Personnel Benefits” reflects excess retirement benefit estimates for retired firefighters. Medical benefits up to \$25,000 will be funded subject to the annual update results.

“Other Services & Charges” reflects cost of the annual actuarial valuation study and update.

The fund balance is restricted for future excess retirement benefits.

MACHINERY & EQUIPMENT CAPITAL ITEMS SUMMARY

<u>PAGE</u>	<u>DEPARTMENT / ITEM</u>	<u>AMOUNT</u>
	<u>Mayor's Office</u>	
30	Replacement Office Equipment.....	\$ 5,000
43	Replacement Equipment – Municipal Court.....	13,000
	<u>Arts Commission</u>	
38	Holiday Banners	\$ 3,000
38	Art Purchases.....	30,000
	<u>Administrative Services</u>	
50	Computer Replacements.....	\$53,000
	<u>Finance</u>	
54	Replacement Equipment	\$ 5,000
	<u>Recreation & Parks</u>	
62	New Equipment – Office and Fitness	\$59,720
66	Replacement Equipment - Pool.....	2,000
68	Playground Equipment - Parks.....	22,500
	<u>DCD</u>	
74	Replacement Office Equipment.....	\$10,000
	<u>Police</u>	
86	Replacement Equipment	\$41,925
88	Replacement Equipment	8,700
90	Laptop Computer.....	2,000
90	Replacement Computers (2)	2,200
90	Replacement Badges	3,800
92	Replacement Equipment	85,000
92	Grant Project Match	2,000
92	Replacement NRC Equipment	20,000

(continued...)

<u>PAGE</u>	<u>DEPARTMENT / ITEM</u>	<u>AMOUNT</u>
	<u>Fire</u>	
100	Office Furniture & Computer Workstations	\$10,000
102	Bunker Gear Replacements	20,000
102	MDC's and VRM's	10,000
102	Station 53 – Vehicle Exhaust Removal System	52,000
102	Station 52 – Vehicle Exhaust Removal System	18,500
102	Replacement Air Bottles	7,500
104	Compact Disc Storage System & Air Pack	23,500
109	Replacement Air Packs	8,000
109	Wireless Communication Package	1,000
109	Hydraulic Pallet Jack	1,000
112	Replacement Equipment	5,700
142	Pumper Replacement.....	450,000
	<u>Public Works</u>	
120	Emergency Operations Center (EOC) Equipment.....	\$50,000
126	Global Positioning System (GPS) Equipment	5,000
133	Replacement Equipment - Street	5,000
153	Water – Auto Meter Reader Equipment	60,000
153	Telemetry System Upgrade.....	10,000
153	Replacement Equipment	10,000
157	Sewer – Replacement Equipment.....	5,000
167	Surface Water – Replacement Equipment	7,000
171	Equipment Rental – Miscellaneous Equipment	15,000
173	Equipment Rental - Vehicle Replacements	1,203,000
	<u>Hotel/Motel</u>	
135	Replacement Equipment	\$10,000

2006 HUMAN SERVICES BUDGET DETAIL

SUPPORT FOR SELF SUFFICIENCY

	AGENCY	PROGRAM	2004 BUDGET	2005 BUDGET	2006 BUDGET
1.	Senior Services of Seattle/King County	Meals on Wheels	\$ 7,000	\$ 7,000	\$ 7,000
2.	Senior Services of Seattle/King County	Volunteer Transportation	1,575	1,692	1,692
3.	Patty Worthington	Adult Literacy Program	21,750	21,950	21,950
		Subtotal	\$ 30,325	\$ 30,642	\$ 30,642

INFORMATION AND REFERRAL

4.	Senior Services of Seattle/King County	Senior Outreach Program	\$ 12,500	\$ 12,500	\$ 12,500
5.	Childcare Resources	Information and Referral	5,000	5,000	5,000
6.	Crisis Clinic	Teen Link	1,000	1,000	1,000
7.	Crisis Clinic	Telephone Services	2,000	2,000	2,000
		Subtotal	\$ 20,500	\$ 20,500	\$ 20,500

POSITIVE AND HEALTHY FAMILY RELATIONSHIPS

8.	Renton Area Youth Services RAYS	Tukwila Family Support Services	\$ 49,000	\$ 50,120	\$ 50,120
9.	Ruth Dykeman	School-Based Alcohol & Other Drug Services	32,000	33,160	33,160
10.	Refugee Women's Alliance ReWA	Family Support Services	7,000	7,000	7,000
11.	South Seattle Community College	A.P.P.L.E.	15,000	15,000	15,000
12.	South Seattle Community College	Baby & Me	5,000	5,500	5,500
13.	Institute for Family Development	Parents & Children Together PACT	18,486	20,700	20,700
14.	King County Sexual Assault Resource Ctr.	Comprehensive Sexual Assault Services	14,000	14,000	14,000
15.	Lutheran Social Svcs.	International Counseling	6,000	0	0
16.	City of Seattle	Reinvesting in Youth	2,500	2,500	2,500
		Subtotal	\$ 148,986	\$ 147,980	\$ 147,980

(continued...)

2006 HUMAN SERVICES BUDGET DETAIL (contd.)

SAFETY NET FOR URGENT AND BASIC NEEDS

	AGENCY	PROGRAM	2004 BUDGET	2005 BUDGET	2006 BUDGET
17.	Children's Therapy Center	Therapy Assistance	\$ 4,224	\$ 4,224	\$ 4,224
18.	DAWN	Shelter	7,000	7,000	7,000
19.	Multi-Service Center	Emergency Shelter	3,000	3,000	3,000
20.	Multi-Service Center *	Energy Crisis Intervention	5,000	0	0
21.	Catholic Community Services	Emergency Assistance	7,000	7,000	7,000
22.	Way Back Inn	Way Back Inn	6,000	6,000	6,000
23.	Highline Community Hospital	Youth Health Center	7,500	7,500	7,500
24.	Highline Community Hospital	Midwifery	7,500	7,500	7,500
25.	Tukwila Pantry	Food Bank	3,000	8,154	8,154
26.	Des Moines Area Food Bank *	Food Bank	8,465	0	0
27.	Georgetown Service Center	Food Bank	4,000	4,000	4,000
28.	YWCA	Homeless Prevention	20,000	20,000	20,000
29.	YWCA	Domestic Violence Advocate	25,000	25,000	25,000
30.	Hospitality House	Women's Shelter	0	3,000	3,000
31.	Pregnancy Aid	Clothing Bank for Infants	0	2,000	2,000
32.	Community Health Center	Primary Medical Care	0	2,000	2,000
33.	Community Health Center	Dental Care	0	2,000	2,000
		Subtotal	\$ 107,689	\$ 108,378	\$ 108,378

		TOTAL	\$307,500	\$307,500	\$307,500
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* Did not apply for 2005-2006 funding cycle.

Total recommended (2005-2006)	\$307,500
Contingency.....	<u>25,300</u>
Total	\$332,800

Note: All budgeted amounts for Human Services programs are for a duration of two years.

City of Tukwila 2006 Estimated Annual Salary Ranges

Elected Officials

COUNCIL MEMBER POSITION #2	e01	12,600
MAYOR	e02	81,600

Non-Represented¹

<u>Position Title</u>	<u>Grade</u>	<u>Entry</u>	<u>Control Point</u>	<u>Actual</u> ²
CITY ADMINISTRATOR	n-f102	97,296	126,528	
PUBLIC WORKS DIRECTOR	n-e91	86,988	113,124	
FIRE CHIEF	n-e91	86,988	113,124	
POLICE CHIEF	n-e91	86,988	113,124	
ADMIN SERVICES DIRECTOR	n-e83	84,144	109,404	111,744
FINANCE DIRECTOR	n-e83	84,144	109,404	
PARKS AND RECREATION DIRECTOR	n-e83	84,144	109,404	
DCD DIRECTOR	n-e83	84,144	109,404	111,744
ECONOMIC DEVELOPMENT ADMINISTRATOR	n-e81	79,584	103,452	
ASSISTANT FIRE CHIEF	n-d72	78,300	99,720	
ASSISTANT POLICE CHIEF	n-d72	78,300	99,720	
CITY ENGINEER	n-d72	78,300	99,720	
DEPUTY PARKS & REC DIRECTOR	n-d63	73,224	91,524	
DEPUTY DCD DIRECTOR	n-d63	73,224	91,524	95,364
DEPUTY PUBLIC WORKS DIRECTOR	n-d63	73,224	91,524	
MAINTENANCE OPERATIONS MANAGER	n-d62	70,860	88,548	98,496
POLICE COMMANDER	n-d62	70,860	88,548	
SOUND TRANSIT PROJECT MANAGER	n-d61	68,436	85,572	
BUILDING OFFICIAL	n-d61	68,436	85,572	
SENIOR ENGINEER	n-d61	68,436	85,572	
INFORMATION TECHNOLOGY MANAGER	n-d61	68,436	85,572	
INTERNAL OPERATIONS MANAGER	n-c43	61,356	73,656	80,460
CITY CLERK	n-c42	58,872	70,680	74,616
LEGISLATIVE ANALYST	n-c42	58,872	70,680	
COURT ADMINISTRATOR	n-c42	58,872	70,680	
PUBLIC WORKS ANALYST	n-c42	58,872	70,680	
SAFETY RISK MANAGEMENT ANALYST	n-c42	58,872	70,680	
PERSONNEL ANALYST	n-c42	58,872	70,680	
SYSTEMS ADMINISTRATOR	n-c41	56,376	67,692	
EXECUTIVE SECRETARY	n-b23	48,480	55,776	56,484
DEPUTY CITY CLERK	n-b23	48,480	55,776	
ADMINISTRATIVE SECRETARY	n-b22	45,888	52,800	
CIVIL SERVICE EXAMINER	n-b22	45,888	52,800	
ADMIN SUPPORT TECH (NON-REP)	n-a12	38,964	43,860	

¹ "Non-represented" salaries are reflective of 2005 rates pending salary resolution approval.

² The non-represented salary matrix was modified to eliminate steps to the right of the "control point", employees outside of the control point are listed here as actual salaries.

Teamsters ³

<u>Position Title</u>	<u>Grade</u>	<u>Step 1</u>	<u>Step 5</u>	<u>Red Circled</u> ⁴
ADMIN SUPPORT ASSISTANT	t-a11	32,488	39,432	
ADMIN SUPPORT TECHNICIAN	t-a12	34,728	42,204	
ADMIN SUPPORT SPECIALIST	t-a13	37,152	45,156	
ADMIN SUPPORT COORDINATOR	t-b21	39,756	48,300	48,888
BAILIFF	t-b21	39,756	48,300	
PROBATION OFFICER	t-c41	55,752	67,752	
POLICE MANAGEMENT ASST	t-b25	52,092	63,648	
BUSINESS COMMUNITY LIAISON	t-b22	42,516	51,696	
MARKETING COMMUNICATIONS COORD	t-b22	42,516	51,696	
PROGRAM MANAGER HUMAN SERVICES	t-c43	63,828	77,580	
INFO TECHNOLOGY SPECIALIST	t-b21-22	39,756	51,696	
INFO TECHNOLOGY SPECIALIST (JOURNEY)	t-b22	41,484	50,436	
FISCAL SUPPORT TECHNICIAN	t-a12	34,728	42,204	
FISCAL SPECIALIST	t-b21	39,756	48,300	
FISCAL COORDINATOR	t-c42	59,640	72,504	
SENIOR FISCAL COORDINATOR	t-c43	63,828	77,580	
SAFETY RISK MANAGEMENT ANALYST		pending		70,680
RECREATION PROG ASSISTANT	t-a11	32,448	39,432	
AQUATICS PROG ASSISTANT	t-a11	32,448	39,432	
RECREATION PROG SPECIALIST	t-b21	39,756	48,300	
AQUATICS PROG SPECIALIST	t-b21	39,756	48,300	
RECREATION PROG COORDINATOR	t-b24	48,696	59,184	
AQUATICS PROG COORDINATOR	t-b25	52,092	63,348	
RECREATION SUPERINTENDENT	t-c42	59,640	72,504	
DIRECTOR OF INSTRUCTION – GOLF	t-b24	48,696	59,184	
ASSISTANT PLANNER	t-c41	55,752	67,752	
SENIOR PLANNER	t-c42	59,640	72,504	
PLANNING SUPERVISOR	t-c51	68,292	83,028	
GRAPHICS SPECIALIST	t-b21	39,756	48,300	51,312
URBAN ENVIRONMENTALIST	t-c42	59,640	72,504	
CODE ENFORCEMENT OFFICER	t-b22	42,516	51,696	
PERMIT COORDINATOR	t-c41	55,752	67,752	
PLANS EXAMINER	t-b22	42,516	51,696	
SENIOR PLANS EXAMINER	t-b24	48,696	59,184	59,592
INSPECTOR	t-b22-24	42,516	59,184	
PROJECT INSPECTOR	t-b23-24	45,492	59,184	56,724
PROJECT MANAGER	t-c43	63,828	77,580	

³ The salary ranges for the Teamsters represent 2005 wages pending the outcome of negotiations.

⁴ A reclassification of Teamsters' positions was implemented in 2002, some employees were "red-circled" outside of the salary matrix.

Teamsters (continued)

<u>Position Title</u>	<u>Grade</u>	<u>Step 1</u>	<u>Step 5</u>	<u>Red Circled</u>
ENGINEERING TECHNICIAN	t-b22	42,516	51,696	
ENGINEER	t-c42	59,640	72,504	
FACILITIES CUSTODIAN	t-a12	34,728	42,204	
LEAD FACILITIES CUSTODIAN	t-b23	45,492	55,320	
FACILITIES OPS TECHNICIAN	t-b22	42,516	51,696	
FACILITIES SUPERVISOR	t-b31	48,696	59,184	
MAINTENANCE TECHNICIAN	t-a13	37,152	45,156	
MAINTENANCE SPECIALIST	t-b21	39,756	48,300	
LEAD MAINT SPECIALIST	t-b23	45,492	55,320	
GOLF MAINTENANCE SUPERVISOR	t-b31	48,696	59,184	
MAINTENANCE WORKER	t-a11	32,448	39,432	
MAINT & OPS SPECIALIST	t-b22	42,516	51,696	
SR MAINT & OPS SPECIALIST	t-b23	45,492	55,320	
MAINT & OPS FOREMAN	t-b24	48,696	59,184	
MAINT & OPS SUPERINTENDENT	t-c42	59,640	72,504	
FLEET TECHNICIAN	t-b22	42,516	51,696	53,928
FLEET SUPERVISOR	t-b31	48,696	59,184	

Police Non-Commissioned USWA ⁵

<u>Position Title</u>		<u>Probationary</u>	<u>High</u>
POLICE RECORDS CLERK	pn-rc	34,860	41,172
POLICE LEAD RECORDS CLERK	pn-lrc	38,532	46,704
SERVICE TRANSPORT OFFICER	pn-sto	40,524	48,132
EVIDENCE TECHNICIAN	pn-et	40,524	48,132
POLICE INFORMATION ANALYST	pn-pia	45,924	53,160
COMMUNITY POLICING COORD	pcc	51,972	60,144

Fire IAFF

		<u>Probationary</u>	<u>High</u>
FIREFIGHTER	ff	51,960	64,956
FIRE LIEUTENANT	flt	74,700	74,700
FIRE BATTALION CHIEF	fbc	84,444	84,444

Police Guild

		<u>Entry</u>	<u>High</u>
POLICE OFFICER	ppo	52,608	64,116
MASTER POLICE OFFICER	ppo	65,724	69,048
POLICE SERGEANT	psg	70,776	73,524
MASTER POLICE SERGEANT	psg	75,372	77,244

⁵ The salary ranges for Police Non-Commissioned USWA represent 2005 wages pending the outcome of negotiations.

CITY OF TUKWILA FTE'S BY DEPARTMENT

<u>DEPARTMENT</u>	<u>BUDGET ACCT #</u>		<u>FTE</u>	<u>Total Wages</u>
COUNCIL	000.01.511.600			\$ 160,647.00
	Legislative Analyst	N-C42	1.00	
	Council Members	Res #	7.00	
			<u>8.00</u>	
			<u>8.00</u>	
	COUNCIL TOTAL FTE		8.00	
MAYORS OFFICE	000.03.513.100			\$ 466,526.00
	Mayor	Res #	1.00	
	City Administrator	N-F102	1.00	
	Economic Devlp Administrator	N-E81	1.00	
	Executive Secretary	N-B23	1.00	
	Administrative Secretary	N-B22	0.50	
(new in 2006)	Volunteer Coordinator		1.00	
			<u>5.50</u>	
			<u>5.50</u>	
HUMAN SERVICES	000.03.557.201			\$ 126,805.00
	Admin Support Specialist	T-A13	1.00	
	Program Manager	T-C43	1.00	
			<u>2.00</u>	
			<u>2.00</u>	
TOURISM & MARKETING	101.00.557.300			\$ 242,588.00
	Program Manager	T-C43	1.00	
	Business Community Liason	T-B22	1.00	
	Marketing & Communications Coord	T-B22	1.00	
	Admin Support Specialist	T-A13	1.00	
			<u>4.00</u>	
			<u>4.00</u>	
	MAYOR'S OFFICE TOTAL FTE		11.50	
COURT	000.09.512.500			\$ 341,653.00
	Judge	\$60/HR	0.56	
	Court Administrator	N-C42	0.75	
	Admin Support Coordinator	T-B21	1.00	
	Baliff	T-B21	1.00	
	Admin Support Technician	T-A12	3.00	
			<u>6.31</u>	
			<u>6.31</u>	
	000.09.523.300			\$ 185,578.00
	Judge	\$60/HR	0.19	
	Court Administrator	N-C42	0.25	
	Probation Officer	T-C41	1.00	
	Admin Support Technician	T-A12	1.00	
	Probation Work Coordinator		0.50	
			<u>2.94</u>	
			<u>2.94</u>	
	COURT TOTAL FTE		9.25	

<u>DEPARTMENT</u>	<u>BUDGET ACCT #</u>		<u>FTE</u>	<u>Total Wages</u>
ADMIN SERVICES	000.04.514.300			\$ 297,557.00
	City Clerk	N-C42	1.00	
	Deputy City Clerk	N-B23	1.00	
<i>(new added .5 in 2006)</i>	Admin Support Coordinator	T-B21	2.00	
	Admin Support Technician	T-B21	1.50	
			<u>5.50</u>	
	000.04.516.200			\$ 232,871.00
	Admin Services Director	N-E83	1.00	
	Personnel Analyst	N-C42	1.00	
	Admin Support Tech	N-A12	1.00	
			<u>3.00</u>	
	000.04.516.202			\$ 27,060.00
	Civil Service Examiner	N-B22	0.50	
			<u>0.50</u>	
	000.04.518.880			\$ 323,620.00
	Information Technology Manager	N-D61	1.00	
	Systems Administrator	N-C41	1.00	
<i>(new added .5 in 2006)</i>	Information Technology Specialist	T-B21/B22	3.00	
	Admin Support Coordinator	T-B21	1.00	
			<u>6.00</u>	
	ADMIN. SERVICES TOTAL FTE		15.00	
FINANCE	000.05.514.230			\$ 815,798.00
	Finance Director	N-E83	1.00	
	Senior Fiscal Coordinator	T-C43	1.00	
	Fiscal Coordinator	T-C42	3.00	
	Safety Risk Management Analyst		1.00	
	Fiscal Specialist	T-B21	5.00	
	Fiscal Support Technician	T-A12	2.00	
			<u>13.00</u>	
	FINANCE TOTAL FTE		13.00	
CITY ATTORNEY	000.06.515.200			\$ 2,500.00

<u>DEPARTMENT</u>	<u>BUDGET ACCT #</u>		<u>FTE</u>	<u>Total Wages</u>
RECREATION	000.07.574.100			\$ 232,359.00
	Parks & Recreation Director	N-E83	0.75	
	Deputy Parks & Rec Director	N-D63	1.00	
	Administrative Secretary	N-B22	1.00	
			<u>2.75</u>	
	000.07.574.200			\$ 1,084,402.00
	Recreation Superintendent	T-C42	1.00	
	Recreation Prog Coordinator	T-B31/B24	4.00	
	Recreation Prog Specialist	T-B21	4.00	
	Admin Support Coordinator	T-B21	1.00	
	Fiscal Support Technician	T-A12	1.00	
	Recreation Prog Assistant	T-A11	1.25	
	Admin Support Assistant	T-A11	3.00	
			<u>15.25</u>	
CASEY SCHOOLS	000.07.574.201	Extra Labor		\$ 47,150.00
RECREATION	000.07.576.200			\$ 276,568.00
	Aquatics Prog Coordinator	T-B25	1.00	
	Aquatics Prog Specialist	T-B21	1.00	
	Aquatics Prog Assistant	T-A11	0.75	
	Facilities Ops Technician	T-B22	1.00	
			<u>3.75</u>	
PARKS	000.15.576.800			\$ 432,946.00
	Maintenance & Ops Superintendent	T-C42	1.00	
	Lead Maintenance Specialist	T-B23	1.00	
	Maintenance Specialist	T-B21	5.25	
			<u>7.25</u>	
GOLF	411.00.576.680			\$ 420,923.00
	Parks & Recreation Director	N-E83	0.13	
	Golf Maintenance Supervisor	T-B31	1.00	
	Lead Maintenance Specialist	T-B23	1.00	
	Fleet Technician	T-B22	1.00	
	Maintenance Specialist	T-B21	2.50	
			<u>5.63</u>	
GOLF	411.00.576.681			\$ 265,355.00
	Parks & Recreation Director	N-E83	0.13	
	Maintenance & Ops Superintendent	T-C42	1.00	
	Director of Instruction	T-B24	0.75	
	Admin Support Technician	T-A12	2.00	
			<u>3.88</u>	

PARKS & RECREATION TOTAL FTE 38.51

<u>DEPARTMENT</u>	<u>BUDGET ACCT #</u>		<u>FTE</u>	<u>Total Wages</u>
DCD	000.08.558.100			\$ 227,408.00
	DCD Director	N-E83	1.00	
	Administrative Secretary	N-B22	1.00	
	Admin Support Assistant	T-A11	1.00	
			<u>3.00</u>	
	000.08.558.600			\$ 703,304.00
	Deputy DCD Director	N-D63	1.00	
	Planning Supervisor	T-C51	1.00	
(Miranda .13% in 604)	Senior Planner	T-C42	3.87	
	Urban Environmentalist	T-C42	0.50	
	Assistant Planner	T-C41	1.50	
	Graphics Specialist	T-B21	1.00	
			<u>8.87</u>	
	000.08.558.602	Extra Labor		\$ 23,382.00
	000.08.558.603			\$ 98,174.00
(new in 2006 .5 FTE moved to CE Officer and .5 moved from Admin)	Code Enforcement Officer	T-B22	2.00	
	Admin Support Assistant	T-A11	0.50*	
			<u>2.50</u>	
	000.08.558.604			\$ 14,000.00
	Senior Planner	T-C42	0.13	
			<u>0.13</u>	
	000.08.559.100			\$ 120,548.00
	Permit Coordinator	T-C41	1.00	
(.5 unfilled in 2005)	Admin Support Technician	T-A12	1.50	
			<u>2.50</u>	
	000.08.559.600			\$ 356,268.00
	Building Official	N-D61	1.00	
	Senior Plans Examiner	T-B24	1.00	
	Inspector	T-B22/B23	3.00	
	Plans Examiner	T-B22	1.00	
			<u>6.00</u>	
	DCD TOTAL FTE		23.00	

<u>DEPARTMENT</u>	<u>BUDGET ACCT #</u>		<u>FTE</u>	<u>Total Wages</u>
POLICE	000.10.521.100			\$ 648,776.00
	Police Chief	N-E91	1.00	
	Assistant Police Chief	N-D72	2.00	
	Police Commander	N-D62	3.00	
	Administrative Secretary	N-B22	1.00	
			<u>7.00</u>	
POLICE	000.10.521.210			\$ 879,809.00
Major Crimes	Master Police Sergeant		1.00	
	Police Officer		9.00	
	Police Records Clerk		1.00	
	Domestic Violence Advocate		1.00	
			<u>12.00</u>	
POLICE	000.10.521.220			\$ 2,970,029.00
Patrol	Master Police Sergeant		2.00	
	Police Sergeant		2.00	
	Police Officer		32.00	
	Service Transport Officer		1.00	
			<u>37.00</u>	
POLICE	000.10.521.230			\$ 543,926.00
	Police Management Assistant	T-B25	1.00	
	Police Lead Records Clerk		1.00	
	Police Records Clerk		7.00	
	Evidence Technician		1.00	
	Police Information Analyst		1.00	
			<u>11.00</u>	
POLICE	000.10.521.250			\$ 530,688.00
	Master Police Sergeant		1.00	
	Master Police Officer		5.00	
			<u>6.00</u>	
POLICE	000.10.521.300			\$ 374,406.00
	Master Police Sergeant		1.00	
	Police Officer		3.00	
	Community Policing Coordinator		1.00	
			<u>5.00</u>	
POLICE	000.10.521.400			\$ 80,912.00
	Master Police Officer		1.00	
			<u>1.00</u>	
POLICE	000.10.521.700			\$ 393,613.00
	Master Police Sergeant		1.00	
	Master Police Officer		4.00	
			<u>5.00</u>	
	POLICE TOTAL FTE		84.00	

<u>DEPARTMENT</u>	<u>BUDGET ACCT #</u>		<u>FTE</u>	<u>Total Wages</u>
FIRE	000.11.522.100			\$ 332,764.00
	Fire Chief	N-E91	1.00	
	Assistant Fire Chief	N-D72	1.00	
	Administrative Secretary	N-B22	1.00	
	Admin Support Technician	T-A12	1.00	
			<u>4.00</u>	
FIRE	000.11.522.200			\$ 4,736,296.00
	Battalion Chief		3.00	
	Lieutenant		12.00	
1 position overfilled	Firefighter		39.00	
			<u>54.00</u>	
FIRE	000.11.522.300			\$ 495,498.00
	Battalion Chief		1.00	
	Lieutenant		3.00	
	Inspector	T-B23	1.00	
	Admin Support Technician	T-A12	1.00	
			<u>6.00</u>	
FIRE	000.11.522.400			\$ 187,657.00
	Battalion Chief		1.00	
	Lieutenant		1.00	
			<u>2.00</u>	
FIRE TOTAL FTE			66.00	

<u>DEPARTMENT</u>	<u>BUDGET ACCT #</u>		<u>FTE</u>	<u>Total Wages</u>
PUBLIC WORKS	000.13.518.300			\$ 337,626.00
	Facilities Supervisor	T-B31	1.00	
	Lead Facilities Custodian	T-B23	1.00	
	Facilities Ops Technician	T-B22	1.50	
	Facilities Custodian	T-A12	3.00	
			<u>6.50</u>	
PUBLIC WORKS	000.13.518.301			\$ 166,771.00
	Facilities Ops Technician	T-B22	0.50	
	Facilities Custodian	T-A12	3.00	
			<u>3.50</u>	
PUBLIC WORKS	000.13.532.100			\$ 320,963.00
	Public Works Director	N-E91	1.00	
	Deputy Public Works Director	N-D63	1.00	
	Public Works Analyst	N-C42	1.00	
	Admin Support Assistant	T-A11	1.00	
			<u>4.00</u>	
PUBLIC WORKS	000.13.532.101			\$ 269,394.00
	Maintenance Operations Manager	N-D62	1.00	
	Internal Operations Manager	N-C43	1.00	
	Admin Support Technician	T-A12	2.00	
			<u>4.00</u>	
PUBLIC WORKS	000.13.532.102			\$ 327,352.00
	Engineer	T-C42	3.00	
	Project Inspector	T-B23/B24	1.00	
	Admin Support Technician	T-A12	1.00	
			<u>5.00</u>	
PUBLIC WORKS	000.13.532.200			\$ 477,503.00
	City Engineer	N-D72	1.00	
	Senior Engineer	N-D61	1.00	
	Project Manager	T-C43	1.00	
	Sr Project Inspector	T-B23/B24	1.00	
	Engineering Technician	T-B22	1.00	
	<i>2 Grant Funded Positions</i>			
			<u>5.00</u>	
STREET	000.16.542.900			\$ 713,176.00
	Maintenance & Ops Superintendent	T-C42	1.00	
	Maintenance & Ops Foreman	T-B24	2.50	
	Sr Maintenance & Ops Specialist	T-B23	1.00	
	Maintenance & Ops Specialist	T-B22	6.00	
	Maintenance Worker	T-A11	2.00	
			<u>12.50</u>	

<u>DEPARTMENT</u>	<u>BUDGET ACCT #</u>		<u>FTE</u>	<u>Total Wages</u>
PUBLIC WORKS	104.02.595.900			\$ 192,924.00
	Sound Transit Project Manager	N-D72	1.00	
	Senior Engineer	N-D61	1.00	
			<u>2.00</u>	
PUBLIC WORKS	303.00.518.200			\$ 79,520.00
	Project Manager	T-C43	1.00	
			<u>1.00</u>	
WATER	401.01.534.800			\$ 368,390.00
<i>Note new dept #</i>	Maintenance & Ops Superintendent	T-C42	1.00	
	Maintenance & Ops Foreman	T-B24	1.00	
	Maintenance & Ops Specialist	T-B22	4.00	
			<u>6.00</u>	
SEWER	402.01.535.800			\$ 188,403.00
<i>Note new dept #</i>	Maintenance & Ops Superintendent	T-C42	0.50	
	Maintenance & Ops Foreman	T-B24	1.00	
	Sr Maintenance & Ops Specialist	T-B23	1.00	
	Maintenance & Ops Specialist	T-B22	0.50	
			<u>3.00</u>	
PUBLIC WORKS	401.02.594.341			\$ 43,862.00
<i>Note new fund #</i>	Senior Engineer	N-D61	0.50	
			<u>0.50</u>	
PUBLIC WORKS	402.02.594.351			\$ 43,862.00
<i>Note new fund #</i>	Senior Engineer	N-D61	0.50	
			<u>0.50</u>	
SURFACE WATER	412.01.538.380			\$ 389,984.00
	Maintenance & Ops Superintendent	T-C42	0.50	
	Maintenance & Ops Foreman	T-B24	1.50	
	Maintenance & Ops Specialist	T-B22	4.50	
			<u>6.50</u>	
PUBLIC WORKS	412.02.594.382			\$ 89,711.00
	Senior Engineer	N-D61	1.00	
			<u>1.00</u>	
EQUIPMENT RENTAL	501.01.548.650			\$ 240,395.00
	Fleet Supervisor	T-B31	1.00	
	Fleet Technician	T-B22	3.00	
			<u>4.00</u>	
	PUBLIC WORKS TOTAL FTE		65.00	
GRAND TOTAL FTE		333.25		\$23,950,200.00

NOTES

CITY OF TUKWILA Debt Policies

The Debt Policies can be segregated into three areas: Legal Debt limits, Practical or Fiscal limits and General Debt policies.

- A. Legal Debt Limit – The Revised Code of Washington (RCW 39.36) establishes the legal debt limits for cities. Specifically, this RCW provides that debt cannot be incurred in excess of the following percentages of the value of the taxable property of the City: 1.5% without a vote of the people; 2.5% with a vote of the people; 5.0% with a vote of the people, provided the indebtedness in excess of 2.5% is for utilities; and 7.5% with a vote of the people, provided the indebtedness in excess of 5.0% is for parks or open space development.

A sample schedule for the current 12 year period is attached to demonstrate the impact certain projections would have on debt capacity limitations.

Policy DP-1 - Prior to issuing any long-term bonds, the Administration must provide an impact analysis over the life of the new bonds. Bond issues must be approved by the City Council.

- B. Practical or Fiscal Limitations – More important than the legal limitations is the practical or fiscal limitations, i.e. ability to repay borrowed funds.

Policy DP-2 – Long-term debt cannot be issued prior to reviewing the impact on the Six Year Planning Model and its policy guidelines. The impact of other potential bond issues shall be considered.

Policy DP-3 – Fiscal Policy for large developments. To be determined.

- C. General Debt Policies

Policy DP-4 – The City will be cognizant of the criteria used by rating agencies to maintain the highest possible bond rating.

Policy DP-5 – Assessment Debt (LID) shall be considered as an alternative to General Debt.

Policy DP-6 – Debt issuance will conform to IRS regulations and avoid arbitrage consequences.

CITY OF TUKWILA
Financial Planning Model Policies

The Six-Year Financial Planning Model and Capital Improvement Program is the primary financial policy document. It represents the culmination of all financial policies.

Revenues

Policy FP-1 – Revenues will be estimated on a conservative basis. Increases greater than inflation in Attachment A, Total Revenues and Expenditures, will require additional documentation.

Policy FP-2 – Major revenue sources will require explanation in Attachment A-1, Notes to Revenues.

Operations & Maintenance Expenditures

Policy FP-3 – Expenditures for the General Fund operations (Attachment B, General Fund Operations & Maintenance Expenditures) will only include basic inflationary increases at the beginning of the budget preparation process. Proposed increases in programs or personnel will require an issues and options paper and Council approval before being added to the operations & maintenance expenditures estimate.

Capital Expenditures

Policy FP-4 – Project capital grants with local matching requirements can only be applied for with express approval by the City Council. Grant applications shall be made only for projects listed in the six-year Capital Improvement Program.

Policy FP-5 – If the proposed grants or mitigation are either not funded or are reduced, the respective project will be re-evaluated on the basis of its value and priority level placement in the Capital Improvement Program.

Policy FP-6 – The financing of limited benefit capital improvements (i.e. private development) should be borne by the primary beneficiaries of the improvement. The principle underlying limited benefit is that the property is peculiarly benefited and therefore the owners do not in fact pay anything in excess of what they receive by reason of such improvement.

Fund Balances

Policy FP-7 – The General Fund will maintain a designated \$1,100,000 “Rainy Day Fund” balance that is not included in Attachment A, Total Revenues & Expenditures, of the Six-Year Planning Model. Furthermore, in order to assure a

minimum cash flow scenario the Accumulated Totals within the Six-Year Planning Model may not recede below \$3,000,000 in Attachment A, Total Revenues & Expenditures.

Policy FP-8 – If compliance with Policy FP-7 is at risk; the Administration will provide a list of revenue options, service level/program reductions or capital project deferrals for City Council consideration.

Enterprise Funds

Policy FP-9 – Each Enterprise Fund will be reviewed annually and it must have a rate structure adequate to meet its operations & maintenance and long-term capital requirements.

Policy FP-10 – Rate increases should be small, applied frequently, and staggered to avoid an overly burdensome increase and undue impact in any given year.

Policy FP-11 – Rate increases of external agencies (i.e. King County secondary wastewater treatment fees) will be passed through to the users of the utility.

CITY OF TUKWILA
Other General Financial Policies

Policy GF-1 – The City's various user charges and fees will be reviewed at least every three years for proposed adjustments based on services provided and comparisons with other jurisdictions.

Policy GF-2 – The Finance Director will provide a financial status update at least quarterly.

Policy GF-3 – Budget amendments during the year will be approved by budget motion until the end of the budget year, when a formal comprehensive budget amendment is submitted.

Policy GF-4 – Interfund loans will be permissible if practical. Interest rates will be computed based on the annual average of the State Investment Pool earnings rate.

Policy GF 5 – The City shall, whenever practical and advantageous, take advantage of grants, loans, or other external financing sources. With the exception of capital improvement program grants requiring a local match, staff shall report to and seek the approval of the appropriate council committee before finalizing the grant.

CITY OF TUKWILA
Projected Debt Capacity 2003-2015

Year	AV (Billion Actual)	Non-Voted Debt x 1.5%	Net Debt Outstanding	Remaining Capacity
2003	\$3.384	\$50,760	\$26,359	\$24,401
2004	3.452	51,780	25,165	26,615
2005	3.521	52,810	23,904	28,906
2006	3.591	53,865	22,591	31,274
2007	3.863*	57,945	21,216	36,729
2008	4.018	60,270	29,784**	30,486
2009	4.178	62,670	27,882	34,788
2010	4.345	65,175	25,880	39,295
2011	4.519	67,785	23,778	44,007
2012	4.699	70,485	21,428	49,057
2013	4.888	73,320	19,078	54,242
2014	5.087	76,305	16,828	59,477
2015	5.287	79,305	14,378	64,927

*Growth rate up to 3.591 at 2%. Additional \$.200 in 2007 then 4% growth rate thru 2015

**An additional \$10,000,000 is borrowed for a hypothetical project.

NOTES