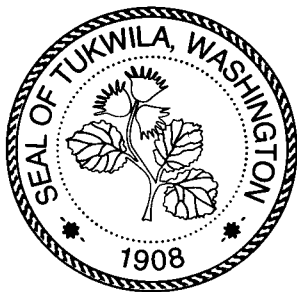


City of Tukwila

2007 BUDGET

***Adopted December 11, 2006
By Ordinance No. 2148***



City of Tukwila

6200 Southcenter Boulevard • Tukwila, Washington 98188

Steven M. Mullet, Mayor

October 2, 2006

TO THE TUKWILA CITY COUNCIL AND CITIZENS

I am pleased to transmit, for the Council's consideration, a balanced budget for 2007. The 2007-2012 Financial Planning Model and Capital Improvement Program accompany the budget. The proposed budget reflects the 2007 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 significant 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 2007 Proposed Budget increase is approximately 7.4% over 2006.

Some of the proposed staffing changes for 2007 are noted below:

- A 1.0 FTE Personnel Assistant is added to the Administrative Services Department. The additional position will alleviate a burgeoning workload.
- A 1.0 FTE Accounting Manager is included in the Finance Department budget for the purpose of succession planning.
- A 1.0 FTE "pipeline" firefighter is added in the quest of reducing overtime requirements.
- A .5 FTE increase in the Mayor's Office for secretarial support.
- An unfilled 1.0 FTE Building Inspector position will be utilized for the purpose of assuming electrical permitting and inspection services. Furthermore, budget capacity has been created to accommodate additional staffing should the volume of activity warrant other positions. Permit fees will offset the cost of any additional positions.

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 72.7% 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,

Steven M. Mullet
Mayor

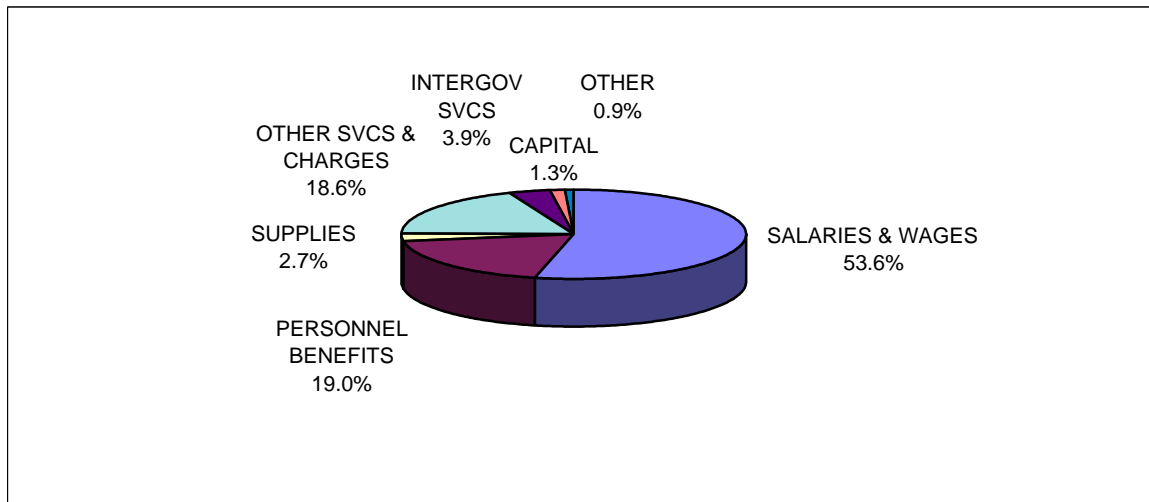
GENERAL FUND

2007 BUDGET ANALYSIS

By Type of Expenditure

SALARIES & WAGES	\$ 22,608,897	53.6%
PERSONNEL BENEFITS	8,000,568	19.0%
SUPPLIES	1,141,300	2.7%
OTHER SERVICES & CHARGES	7,825,706	18.6%
INTERGOVERNMENTAL SERVICES	1,646,244	3.9%
CAPITAL OUTLAYS	550,925	1.3%
OTHER	396,000	0.9%
TOTAL EXPENDITURES: ⁽¹⁾	<u>\$ 42,169,640</u>	<u>100.0%</u>

⁽¹⁾ Does not include \$6,044,684 Fund Balance or \$1,100,000 Rainy Day amount.



SALARIES & WAGES

General Salaries: \$20,683,951

Salaries for all permanent positions

Extra Labor: 676,571

Includes: Police - \$12,000; Recreation programs - \$481,087;
Parks - \$40,000; DCD - \$46,484; Street Maintenance - \$40,000;
and all others - \$57,000

Overtime: 1,248,375

Police-\$723,060 and Fire-\$475,809 and all other
departments total \$49,506

TOTAL SALARIES & WAGES: **\$22,608,897**

PERSONNEL BENEFITS

Social Security	\$ 1,343,392
Retirement Contributions	1,245,845
Industrial Insurance	285,105
Medical, Dental, etc.	5,077,361
Other	48,865

TOTAL PERSONNEL BENEFITS:

\$ 8,000,568

SUPPLIES

Police	\$ 122,634
Fire	151,000
Public Works (Admin., Bldg. & Eng.)	102,005
Street Maintenance	49,500
Park Maintenance & Recreation	408,531
Finance (Central Supplies)	70,000
All Other Departments	237,630

TOTAL SUPPLIES:

\$ 1,141,300

OTHER SERVICES AND CHARGESProfessional Services:

Mayor's Office	\$ 68,000	
Human Services	332,900	
Municipal Court (Defense, etc.)	272,525	
Finance (Auditor/Computer)	72,500	
Labor Relations/Administrative Services	66,900	
City Attorney (Court/Spec. Matters)	373,000	
Recreation Programs	215,423	
Public Works	72,900	
DCD - Planning/Permitting	337,258	
Police	322,700	
Fire	63,400	
Legislative Consultants	150,000	
All Other Professional Services	144,550	
		\$ 2,492,056

Communication:

Includes postage-\$71,100; and the balance is mostly telephone expense	311,831
---	---------

Travel:

107,750

Advertising:

58,000

Operating Rentals & Leases:

Equipment Rental Fund-Deprec. & Operations	\$	1,387,788	
Recreation Programs		31,750	
All Other Departments		144,500	\$ 1,564,038

Insurance:

WCIA-Liability/Property			670,080
-------------------------	--	--	---------

Public Utility Services:

Payments to Surface Water	\$	314,500	
Water, Sewer, Electric, etc. for City Facilities		830,900	1,145,400

Repairs & Maintenance:

565,152

Miscellaneous:

911,399

Green Initiatives-\$60,000; Neighborhood
Revitalization-\$35,000; Demolition-\$100,000;
TCSC-\$100,000; remainder for dues, memberships & printing

TOTAL OTHER SERVICES & CHARGES: **\$ 7,825,706**

INTERGOVERNMENTAL SERVICES

Animal Control--King County Public Health	\$	38,000	
Election/Voter Registration Costs		18,000	
Valley Communications		788,639	
Jail		770,000	
All Other		31,605	

TOTAL INTERGOVERNMENTAL SERVICES: **\$ 1,646,244**

CAPITAL OUTLAYS

Computer Replacements		53,000	
Police		161,425	
Fire		153,000	
Arts Commission		39,000	
Recreation/Parks		45,000	
Emergency Operations Center		65,000	
All Other Departments		34,500	

TOTAL CAPITAL OUTLAYS: **\$ 550,925**

OTHER

Transfer from Fire to 107 Fund	\$	300,000	
Transfer from Fire to 401 Fund - Fire Hydrants	\$	96,000	
TOTAL OTHER:	\$	396,000	

CITY OF TUKWILA
2007 BUDGET
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City of Tukwila

Washington

Ordinance No. 2148

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 2007; 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 December 4, 2006;

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, 2007," 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	\$48,214,324	\$48,214,324
101 Hotel/Motel Tax	1,652,189	1,652,189
103 City Street	346,842	346,842
104 Arterial Street	18,596,987	18,596,987
105 Contingency	826,955	826,955
107 Fire Equipment Cumulative Reserve	640,854	640,854
207 Limited Tax G.O. Bonds, 1999	992,383	992,383
208 Limited Tax G.O. Bonds, 2000	408,007	408,007
209 Limited Tax G.O. Bonds, 2003	665,033	665,033
210 Limited Tax G.O. Refunding Bonds, 2003	698,607	698,607
301 Land Acquisition, Recreation & Park Developmt.	3,697,140	3,697,140
302 Facility Replacement	2,680,943	2,680,943
303 General Government Improvements	1,269,457	1,269,457
401 Water	10,703,848	10,703,848
402 Sewer	7,552,952	7,552,952
404 Water/Sewer Revenue Bonds	389,923	389,923
405 Bond Reserve	577,587	577,587
411 Foster Golf Course	2,459,306	2,459,306
412 Surface Water	5,118,821	5,118,821
501 Equipment Rental	5,151,121	5,151,121
502 Insurance Fund	5,118,812	5,118,812
503 Insurance - LEOFF 1 Fund	1,210,886	1,210,886
611 Firemen's Pension	1,410,004	1,410,004
TOTAL ALL FUNDS COMBINED	\$120,382,981	\$120,382,981

Section 3. A complete copy of the final budget for 2007, 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 Special Meeting thereof this 11th day of December, 2006.

ATTEST/AUTHENTICATED:

Jane E. Cantu
Jane E. Cantu, CMC, City Clerk

Steven M. Mullet
Steven M. Mullet, Mayor

APPROVED AS TO FORM BY:

Patricia B. Burt
Office of the City Attorney

Filed with the City Clerk: 12/7/06
Passed by the City Council: 12/11/06 (Sp Mtg)
Published: 12/14/06
Effective Date: 12/19/06
Ordinance Number: 2148

**CITY OF TUKWILA
WASHINGTON
ADOPTED ANNUAL BUDGET
2007**

Elected Officials

MAYOR: Steven M. Mullet

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

POPULATION: 17,930

ASSESSED VALUATION: \$3,610,558,767

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)	\$ 11,000,000	\$ 12,608,000
Arterial Street (104)	0	2,600,000
Limited Tax G.O. Bonds, 1999 (207)	0	800,000
Limited Tax G.O. Bonds, 2000 (208)	0	250,000
Limited Tax G.O. Bonds, 2003 (209)	0	350,000
Limited Tax G.O. Refunding Bonds, 2003 (210)	0	450,000
Land Acquisition, Parks & Rec. (301)	0	200,000
Facility Replacement (302)	130,000	0
General Government Improvements (303)	0	380,000
Foster Golf Course (411)	0	500,000
TOTALS:	<u>\$ 11,130,000</u>	<u>\$ 18,138,000</u>

**CITY OF TUKWILA
2007 ANNUAL BUDGET
REVENUE NARRATIVE**

BASIC SUB	ELE- MENT	DESCRIPTION	2005 ACTUAL	2006 BUDGET	2007 BUDGET
000		GENERAL FUND			
291	740	<i>Estimated Beginning Unreserved Fund Balance</i>	\$ 9,091,329	\$ 7,990,646	\$ 7,723,881
310	000	Taxes			
311	100	Real & Personal Property Tax	10,496,162	10,660,000	11,000,000
313	100	Local Retail Sales & Use Tax	10,516,503	11,667,000	12,608,000
313	600	Natural Gas Use Tax	381,706	30,900	312,000
313	710	Local Sales Tax - Criminal Justice	363,493	340,000	360,000
316	200	Admissions Tax	279,034	270,400	250,000
316	410	Electric Utility Tax	928,198	968,200	1,248,000
316	430	Gas Utility Tax	378,279	334,750	744,000
316	460	Cable Utility Tax	149,232	154,500	194,000
316	470	Telephone Utility Tax	1,190,646	1,606,800	1,505,000
317	200	Leasehold Excise Tax	98,209	88,400	91,940
317	500	Gambling Excise Taxes	2,064,389	2,300,000	2,300,000
319	801	Penalties/Gambling Taxes	6,213	10,000	10,000
		<i>Total Taxes</i>	\$ 26,852,064	\$ 28,430,950	\$ 30,622,940
320	000	Licenses and Permits			
321	300	Special Fire Permits	64,900	55,000	60,000
321	700	Amusements	14,630	15,000	15,000
321	800	Penalties/Business Licenses	5,450	10,000	10,000
321	900	Other Business Licenses/Permits	172,957	175,000	180,000
321	910	Franchise Fees	150,976	150,000	160,000
322	100	Buildings/Structures/Equipment	589,918	550,000	745,000
322	900	Other Non-Business Lic./Permits	3,852	1,000	1,000
329	000	Interfund Licenses and Permits	0	1,000	1,000
		<i>Total Licenses and Permits</i>	\$ 1,002,683	\$ 957,000	\$ 1,172,000

**CITY OF TUKWILA
2007 ANNUAL BUDGET
REVENUE NARRATIVE**

BASIC SUB	ELE- MENT	DESCRIPTION	2005 ACTUAL	2006 BUDGET	2007 BUDGET
000		GENERAL FUND			
330	000	Intergovernmental Revenue			
331	160	60.01 Fed Grant - Bulletproof Vests	6,845	0	6,000
331	161	50.91 Fed Grant - LLEBG - 2004	2,198	0	0
331	161	70.31 Fed Grant - JAG	8,977	0	16,000
331	970	.01 Fed Grant - Assistance to Firefighters	83,799	0	0
333	140	20.01 Nutrition/Sr. Day Care-CDBG	28,913	30,000	30,000
333	140	20.11 Tukwila Human Services Update	18,264	0	23,000
333	160	50.79 State & Local Narc. Control Assist.	6,149	0	0
333	200	.22 Fed Grant - Longacres Transit-Oriented Dev.	29,500	820,000	365,500
333	200	.63 Seatbelt Safety Grant	2,361	0	10,000
333	970	.02 Fed Grant - Homeland Security - Fire	84,711	0	0
333	970	.03 VSRT Readiness - Police	77,260	80,000	0
333	970	.05 Fed UASI - Homeland Security	39,241	0	0
333	970	.07 Nat'l US & R Response System	2,688	0	0
333	970	.08 CBRNE Cadre Training	9,109	0	0
333	970	.09 Emergency Drill Grant - Fire	3,156	0	0
333	971	.01 UASI Grant - Police	10,126	0	0
333	990	.59 Fed Grant - NW HIDTA	2,289	0	0
334	010	.31 State Grant NFIRS	0	18,000	0
334	030	.11 Coordinated Prevention Grant	5,674	9,624	15,000
334	030	.13 Shoreline Grant	0	65,000	16,000
334	030	.61 Commuter Trip Reduction Program	36,183	55,000	40,000
334	040	.24 GMA Grant - Commuter	0	35,000	35,000
334	040	.61 Developmental Disabilities	800	0	0
334	040	.91 EMS Participation Grant	0	0	1,500
336	060	.21 Criminal Justice Funding	16,316	30,000	30,000
336	060	.26 Criminal Justice Funding - Special	12,725	0	0
336	060	.51 DUI/Other Criminal Justice Assist	2,898	0	0
336	060	.94 Liquor Excise Tax	70,540	67,245	75,000
336	060	.95 Liquor Control Board Profits	122,277	126,785	130,000
337	070	.02 King County Grant - WRR	43,740	38,174	40,000
337	070	.07.08 King County Grant Local Haz. Waste	7,461	15,000	15,000
337	072	.01 Cultural Development Authority	4,500	0	6,000
337	072	.02 Cultural Development Authority	5,500	0	0
337	072	.03 Sound Transit Fire Mitigation Equipment	0	0	150,000
337	080	.02 Seattle City Light Agreement	1,323,941	1,430,000	2,050,000
338	120	Court Costs	0	10,000	10,000
338	210	Law Enforcement Services	6,922	0	0
338	220	Fire Control Services	27,232	0	0
338	250	Emergency Medical Services	221,942	220,000	225,000
338	390	Dog & Cat Licensing	106	0	1,000
338	720	Library Services/Janitorial	10,000	10,000	10,000
		<i>Total Intergovernmental Revenue</i>	<i>\$ 2,334,343</i>	<i>\$ 3,059,828</i>	<i>\$ 3,300,000</i>

CITY OF TUKWILA

2007 ANNUAL BUDGET

REVENUE NARRATIVE

000 GENERAL FUND

Estimated Beginning Unreserved Fund Balance - Estimated cash on hand 01/01/07. Calculated by deducting all expenditures from all sources of revenue. Also, includes \$1,100,000 carryover from 2006 for designated ending fund balance (rainy day).

Real and Personal Property Tax - City is restricted from increasing the 2007 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 2007.

Local Retail Sales and Use Tax - The 2007 estimate is based on 2006 actual projections, and then allocated between funds.

Admissions Tax - Includes: Cabarets, theaters, etc. Budget is based on actuals from 2006.

Note: The Golf Course admissions tax will not be collected in 2006 or 2007.

Utility Taxes - The utility tax rate is 6% in 2007.

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

Other Business Licenses/Permits - Licenses for approximately 2,200 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 2007, is the agreement with Seattle City Light which will generate \$2,050,000 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
2007 ANNUAL BUDGET
REVENUE NARRATIVE**

BASIC SUB	ELE- MENT	DESCRIPTION	2005 ACTUAL	2006 BUDGET	2007 BUDGET
000		GENERAL FUND - Cont.			
340	000	Charges for Services			
341	320	Municipal Court - Records Svcs	327	0	0
341	330	.02 Municipal Court - Warrants	27,163	30,000	30,000
341	430	Budget & Accounting Svcs	5,295	0	0
341	500	Sales of Maps & Publications	5,276	5,000	5,000
341	620	Municipal/Dist Court	206	0	0
341	690	WP, Printing, and Dupl., Services	9,655	4,000	4,000
341	700	Sales of Merchandise	4,958	5,000	5,000
341	701	Senior Meal Program	20,678	20,000	22,000
341	703	Entertainment Books	270	0	0
341	900	Other General Government Services	3,203	3,000	3,000
341	970	Employee Benefit Program Services	33	0	0
341	990	Passport Fees	23,520	25,000	25,000
342	100	Law Enforcement Services	45,630	50,000	50,000
342	200	Fire Protection Services	1,620	0	0
342	330	Adult Probation Service Charge	146,017	200,000	150,000
342	360	Housing & Monitoring of Prisoners	2,135	0	0
342	370	Booking Fees	7,731	15,000	10,000
342	400	Protective Inspection Fees	1,030,481	100,000	100,000
342	400	.01 Planning Inspection Fees	0	116,000	116,000
342	900	Criminal Conviction Fee	607	0	0
343	200	Engineering Services	12,400	5,000	5,000
344	100	Road/Street-Maint./Repair Charge	92,901	35,000	35,000
344	101	Pavement Mitigation Fees	76,652	20,000	100,000
345	810	Zoning & Subdivision Fees	48,375	40,000	60,000
345	830	Plan Checking Fees	383,776	870,000	950,000
345	831	SEPA Checklist Fees	5,500	10,000	10,000
345	890	.01 Southcenter Mall Special Fees	0	89,800	0
347	300	.02.03 Activity Fees - Recreation	94,877	104,000	108,250
347	300	.04.05 Activity Fees - Tukwila City Pool	76,026	83,200	86,600
347	600	Program Fees - Recreation	449,397	416,000	450,000
347	600	.13 Program Fees - Pool	74,969	86,320	90,000
		Total Charges for Services	\$ 2,649,678	\$ 2,332,320	\$ 2,414,850
350	000	Fines and Forfeits			
352	300	Proof Motor Vehicle Insurance	565	0	500
353	100	Traffic Infraction Penalties	57,486	65,000	85,000
353	700	Non-Traffic Infraction Penalty	512	0	0
354	000	Parking Infraction Penalties	7,822	10,000	15,000
355	200	Driving Under Influence Fines	1,238	1,000	5,000
355	800	Other Criminal Traffic Misdemeanor Fines	2,966	1,000	9,000
356	900	Other Criminal Non-Traffic Fines	5,471	2,000	6,000
357	000	Criminal Costs	24,647	30,000	30,000
359	900	Miscellaneous Fines (False Alarms)	16,030	10,000	15,000
		Total Fines and Forfeits	\$ 116,737	\$ 119,000	\$ 165,500

**CITY OF TUKWILA
2007 ANNUAL BUDGET
REVENUE NARRATIVE**

BASIC SUB	ELE- MENT	DESCRIPTION	2005 ACTUAL	2006 BUDGET	2007 BUDGET
000		GENERAL FUND - Cont.			
360	000	Miscellaneous Revenues			
361	110	Investment Interest	204,648	100,000	155,000
361	400	Interest on Receivables	45,959	41,600	45,000
362	400	.01 Facilities Rents (Short -Term) - TCC	191,329	218,400	218,400
362	400	.02 Facilities Rents (Short -Term) - Pool	38,945	36,400	45,000
362	400	03.04 Other Rental Services	15,382	0	0
362	501	Rents - 6300 Building	54,415	62,400	65,000
362	800	Concession Proceeds - TCC	1,963	0	0
363	000	Insurance Premiums/Recoveries	0	1,000	1,000
366	100	Interfund Interest	17,252	0	20,000
367	000	Contributions Private Sources	7,036	15,000	10,000
369	100	Proceeds from Sale of Scrap Assets	640	0	0
369	200	Proceeds from Unclaimed Property	11,052	5,000	5,000
369	300	Confiscated and Forfeited Property	57,769	85,000	85,000
369	900	Other Revenue	42,482	30,000	30,000
		<i>Total Miscellaneous Revenues</i>	<i>\$ 688,872</i>	<i>\$ 594,800</i>	<i>\$ 679,400</i>
390	000	Other Financing Sources			
395	100	Proceeds from Sales of Capital Assets	0	5,000	5,000
397	190	Transfers-In: Administrative Services	1,911,752	2,049,000	2,130,753
		<i>Total Other Financing Sources</i>	<i>\$ 1,911,752</i>	<i>\$ 2,054,000</i>	<i>\$ 2,135,753</i>
		TOTAL GENERAL FUND	\$ 44,647,458	\$ 45,538,544	\$ 48,214,324

**CITY OF TUKWILA
2007 ANNUAL BUDGET
REVENUE NARRATIVE**

000 GENERAL FUND (CONT'D.)

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 - Amount based upon 2006 estimated activity.

Interest on Receivables - This includes \$45,000 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 - A modest increase is expected 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 (\$157,914); Arterial Street (\$526,739); Water (\$500,781); Sewer (\$411,008);
Surface Water (\$309,338); Foster Golf Course (\$10,816); Land Acq., Rec. & Park (\$49,754);
and Equipment Rental (\$164,403).

**CITY OF TUKWILA
2007 ANNUAL BUDGET
REVENUE NARRATIVE**

BASIC SUB	ELE- MENT	DESCRIPTION	2005 ACTUAL	2006 BUDGET	2007 BUDGET
101		HOTEL/MOTEL TAX			
291	740	<i>Estimated Beginning Unreserved Fund Balance</i>	\$ 0	\$ 628,189	\$ 618,189
313	300	Hotel/Motel Tax	443,605	420,000	480,000
338	570	SeaTac Costs	371,797	364,000	409,000
338	571	Kent Costs	110,567	100,000	110,000
338	572	Des Moines Costs	0	0	20,000
361	110	Investment Interest	13,117	8,000	10,000
369	900	Miscellaneous	7,764	5,000	5,000
		TOTAL HOTEL/MOTEL TAX	\$ 946,850	\$ 1,525,189	\$ 1,652,189

103		CITY STREET			
291	740	<i>Estimated Beginning Unreserved Fund Balance</i>	\$ 730,827	\$ 378,827	\$ 50,442
330	000	Intergovernmental Revenue			
336	000	.87 Motor Vehicle Fuel Tax - Street	250,765	275,000	286,000
		<i>Total Intergovernmental Revenue</i>	\$ 250,765	\$ 275,000	\$ 286,000
360	000	Miscellaneous Revenues			
361	110	Investment Interest	21,354	10,000	10,400
		<i>Total Miscellaneous Revenues</i>	\$ 21,354	\$ 10,000	\$ 10,400
		TOTAL CITY STREET	\$ 1,002,946	\$ 663,827	\$ 346,842

**CITY OF TUKWILA
2007 ANNUAL BUDGET
REVENUE NARRATIVE**

101 HOTEL/MOTEL TAX

Hotel/Motel Tax - 2007 revenue reflects the SeaTac/Tukwila joint marketing effort.
The City of Kent is an associate member and is contributing
\$110,000 in 2007.

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
2007 ANNUAL BUDGET
REVENUE NARRATIVE**

BASIC SUB	ELE- MENT	DESCRIPTION	2005 ACTUAL	2006 BUDGET	2007 BUDGET
104		ARTERIAL STREET			
291	740	Estimated Beginning Unreserved Fund Balance	\$ 5,757,563	\$ 4,239,000	\$ 4,786,787
310	000	Taxes			
313	100	Local Retail Sales & Use Tax	3,123,619	2,500,000	2,600,000
316	300	Parking Tax	129,764	175,000	175,000
317	350	REET 2 - Second Quarter Per Cent	529,283	350,000	600,000
		Total Taxes	\$ 3,782,666	\$ 3,025,000	\$ 3,375,000
330	000	Intergovernmental Revenue			
333	200	.26 Fed. Grant - Green River Valley Signal	168,254	22,000	0
333	202	.21 Fed. Grant - TIB PH II (116 - 132)	53,631	2,040,000	1,678,000
333	202	.28 Fed. Grant - S/C Pkwy (S 180th St.-S.200th)	151,649	0	0
333	202	.29 Fed. Grant - Traffic Signal Interconnect	54,725	1,531,000	0
333	203	.21 Fed. Grant - Interurban S. (S. 143rd - FDW)	144,732	260,000	201,000
333	203	.22 Fed. Grant - BAR/EMW Intersection	0	100,000	200,000
333	203	.23 Fed. Grant - TIB PH III (132 - 138)	0	2,980,000	2,980,000
333	203	.24 Fed. Grant - Tukwila Urban Center ACC Klick	651,333	1,950,000	436,000
333	203	.25 Fed. Grant - Tukwila Urban Center - Ped/Bic	0	200,000	200,000
334	030	.89 State Grant - TIB Phase I (138th - 152nd)	48,814	0	0
334	031	.81 State Grant - TIB Phase II (116 - 132)	80,447	2,400,000	2,515,000
334	031	.82 State Grant - S/C Pkwy (S 180th - SCL)	116,891	0	0
334	031	.84 State Grant - S. 144th (TIB - Military)	586,260	586,000	192,000
334	31	.85 State Grant - Tukwila Urban Center ACC Klick	0	0	200,000
336	000	.87 Motor Vehicle Fuel Tax - St. Imp.	117,528	130,000	135,200
		Total Intergovernmental Revenue	\$ 2,174,264	\$ 12,199,000	\$ 8,737,200
360	000	Miscellaneous Revenue			
361	110	Investment Interest	131,516	100,000	150,000
362	900	Other Rents & Use Charges	1,000	0	0
366	100	Interfund Interest	22,358	0	0
367	120	Contributions - Private Sources	229,900	2,350,000	1,548,000
395	100	Proceeds from Sales of Capital Assets	35,600	0	0
		Total Miscellaneous Revenues	\$ 420,374	\$ 2,450,000	\$ 1,698,000
		TOTAL ARTERIAL STREET	\$ 12,134,867	\$ 21,913,000	\$ 18,596,987

105		CONTINGENCY FUND			
291	740	Estimated Beginning Unreserved Fund Balance	\$ 758,364	\$ 778,364	\$ 801,955
361	110	Investment Interest	23,591	20,000	25,000
		TOTAL CONTINGENCY FUND	\$ 781,955	\$ 798,364	\$ 826,955

**CITY OF TUKWILA
2007 ANNUAL BUDGET
REVENUE NARRATIVE**

104 ARTERIAL STREET

Estimated Beginning Unreserved Fund Balance - Includes funding for 2006 carryover capital projects.

316 300 - Parking Tax - Estimates are based on 2006 actuals.

317 350 - REET 2 - Second Quarter Per Cent - The real estate excise tax is levied on all sales of real estate. The funds must be spent for capital purposes.

333/334 - Federal and State grants shown in 2007 are reflected in the 2007-2012 CIP

367 120 - Contributions - For the Transit Center Project (\$300,000).

105 CONTINGENCY FUND

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

**CITY OF TUKWILA
2007 ANNUAL BUDGET
REVENUE NARRATIVE**

BASIC SUB	ELE- MENT	DESCRIPTION	2005 ACTUAL	2006 BUDGET	2007 BUDGET
107		FIRE EQUIPMENT CUMULATIVE RES.			
291	740	Estimated Beginning Unreserved Fund Balance	\$ 456,721	\$ 633,721	\$ 332,854
361	110	Investment Interest	18,033	10,000	8,000
367	110	Aid Car Donations	100	0	0
397	220	Transfers-In General Fund	150,000	150,000	300,000
		TOTAL FIRE EQUIP. CUMULATIVE RES.	\$ 624,854	\$ 793,721	\$ 640,854

207		LIMITED TAX G.O. BONDS, 1999			
291	740	Estimated Beginning Unreserved Fund Balance	\$ 421,438	\$ 433,403	\$ 182,383
313	100	Local Retail Sales & Use Tax	869,376	530,000	800,000
361	110	Investment Interest	15,316	10,000	10,000
		TOTAL LIMITED TAX G.O. BONDS, 1999	\$ 1,306,130	\$ 973,403	\$ 992,383

208		LIMITED TAX G.O. BONDS, 2000			
291	740	Estimated Beginning Unreserved Fund Balance	\$ 148,170	\$ 149,358	\$ 155,007
313	100	Local Retail Sales & Use Tax	0	250,000	250,000
338	280	Valley Com Contribution	250,812	0	0
361	100	Investment Interest	4,714	3,000	3,000
		TOTAL LIMITED TAX G.O. BONDS, 2000	\$ 403,696	\$ 402,358	\$ 408,007

209		LIMITED TAX G.O. BONDS, 2003			
291	740	Estimated Beginning Unreserved Fund Balance	\$ 229,722	\$ 311,221	\$ 310,033
313	100	Local Retail Sales & Use Tax	364,447	250,000	350,000
361	100	Investment Interest	6,602	4,000	5,000
		TOTAL LIMITED TAX G.O. BONDS, 2003	\$ 600,771	\$ 565,221	\$ 665,033

**CITY OF TUKWILA
2007 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 \$300,000 for 2007. 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 purchase of the 6300 Building parking lot expansion and Tukwila Village funding.

208 LIMITED TAX G.O. BONDS, 2000

This fund provides payment of the City's portion of debt associated with the new Valley Communications Center. The amount for 2007 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. The bonds were issued to provide payment to King County for the South Park Bridge transfer, a new clubhouse at Foster Golf Course, and various major arterial street projects.

**CITY OF TUKWILA
2007 ANNUAL BUDGET
REVENUE NARRATIVE**

BASIC SUB	ELE- MENT	DESCRIPTION	2005 ACTUAL	2006 BUDGET	2007 BUDGET
210		LIMITED TAX G.O. REFUNDING BONDS, 2003			
291	740	Estimated Beginning Unreserved Fund Balance	\$ 308,033	\$ 322,254	\$ 241,607
313	100	Local Retail Sales & Use Tax	520,687	375,000	450,000
361	110	Investment Interest	10,786	5,000	7,000
		TOTAL LTD TAX G.O. REFUNDING BONDS, 2003	\$ 839,506	\$ 702,254	\$ 698,607

301		LAND ACQUISITION, REC. & PARK			
291	740	Estimated Beginning Unreserved Fund Balance	\$ 910,499	\$ 1,938,999	\$ 1,735,840
310	000	Taxes			
313	100	Local Retail Sales & Use Tax	609,033	200,000	200,000
317	200	Leasehold Excise Tax	241	2,000	300
317	340	REET 1 - First Quarter Per Cent	529,283	350,000	600,000
		Total Taxes	\$ 1,138,557	\$ 552,000	\$ 800,300
330	000	Intergovernmental Revenue			
334	020	.73 Fort Dent Park	0	400,000	150,000
337	070	.11 Codiga Farm Side Channel	0	25,000	10,000
337	070	.12 Tukwila City Pool	50,000	0	0
337	070	.13 Duwamish River Bend Hill Park	0	235,000	360,000
337	070	.14 WRIA 9 Watershed Planning	0	24,000	0
337	070	.15 57th Ave. S. Park Extension	0	75,000	75,000
337	70	.16 Macadam Winter Garden	0	0	150,000
		Total Intergovernmental Revenue	\$ 50,000	\$ 759,000	\$ 745,000
360	000	Miscellaneous Revenue			
361	110	Investment Interest	45,554	15,000	50,000
362	500	Facilities Leases (Long Term)	240,172	50,000	0
367	110	Gifts - Private Sources	15,000	75,000	75,000
367	120	Contributions - Private Sources	0	265,000	291,000
		Total Miscellaneous Revenues	\$ 300,726	\$ 405,000	\$ 416,000
		TOTAL LAND ACQUISITION, REC. & PARK	\$ 2,399,782	\$ 3,654,999	\$ 3,697,140

302		FACILITY REPLACEMENT			
291	740	Estimated Beginning Unreserved Fund Balance	\$ 2,063,744	\$ 2,267,744	\$ 2,459,943
311	100	Real & Personal Property Tax	131,249	130,000	130,000
317	200	Leasehold Excise Tax	1,538	500	1,000
361	110	Investment Interest	54,700	25,000	50,000
362	500	Facilities Leases (Long Term)	38,847	40,000	40,000
395	100	Proceeds from Sales of Capital Assets	0	3,500,000	0
		TOTAL FACILITY REPLACEMENT	\$ 2,290,078	\$ 5,963,244	\$ 2,680,943

**CITY OF TUKWILA
2007 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. The Capital Projects included Fire Station #53 and the Tukwila Community Center.

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.

Contributions - Private Sources - include Tukwila Pond (\$86,000) and Fort Dent Sewer-Starfire mitigation (\$205,000).

302 **FACILITY REPLACEMENT**

Real and Personal Property Tax - Allocation for facilities.

**CITY OF TUKWILA
2007 ANNUAL BUDGET
REVENUE NARRATIVE**

BASIC SUB	ELE-MENT	DESCRIPTION	2005 ACTUAL	2006 BUDGET	2007 BUDGET
303		GENERAL GOV. IMPROVEMENTS			
291	740	<i>Estimated Beginning Unreserved Fund Balance</i>	\$ 1,117,936	\$ 1,460,936	\$ 829,457
313	100	Local Retail Sales & Use Tax	520,687	300,000	380,000
333	140	20.01 Minor Home Repair	18,925	20,000	20,000
334	010	.31 WSP NFIRS Grant	2,000	0	0
361	110	Investment Interest	35,718	20,000	40,000
		TOTAL GENERAL GOV. IMPROVEMENTS	\$ 1,695,266	\$ 1,800,936	\$ 1,269,457

401		WATER FUND			
293	700	<i>Estimated Beginning Working Capital</i>	\$ 5,772,922	\$ 4,864,333	\$ 6,306,848
340	000	Charges for Services			
342	400	Protective Inspection Fees	330	1,000	1,000
343	401	Regular Mo.Chges & Misc.Water Usage	3,682,547	3,670,000	4,036,000
343	402	Meter Installations - Temporary	3,074	2,000	2,000
343	403	Repair Services	5,162	2,000	2,000
343	404	Sale of Material	0	2,000	2,000
343	405	Miscellaneous Charges	2,615	2,000	2,000
343	406	Shut Off Notice Service Charges	4,025	2,000	2,000
343	407	Reclaimed Water Charges	18,063	2,000	2,000
		<i>Total Charges for Services</i>	\$ 3,715,816	\$ 3,683,000	\$ 4,049,000
360	000	Miscellaneous Revenues			
361	110	Investment Interest	131,389	100,000	150,000
369	100	Sale of Scrap & Junk	578	0	0
379	002	Capital Contributions - Contractors/Devlprs	94,649	10,000	10,000
379	004	Capital Contributions - Allentown/Ryan Hill	37,134	10,000	10,000
		<i>Total Miscellaneous Revenues</i>	\$ 263,750	\$ 120,000	\$ 170,000
380	000	Non Revenues			
382	200	Revenue Bond Proceeds	0	957,000	0
382	804	PWTF Loan	0	1,322,000	82,000
		<i>Total Non Revenues</i>	\$ -	\$ 2,279,000	\$ 82,000
390	000	Other Financing Sources			
397	222	Transfers-In Hydrant Rental	95,445	96,000	96,000
		<i>Total Other Financing Sources</i>	\$ 95,445	\$ 96,000	\$ 96,000
		TOTAL WATER FUND	\$ 9,847,933	\$ 11,042,333	\$ 10,703,848

**CITY OF TUKWILA
2007 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.

PWTF Loan - Represents draws against the Public Works Trust Fund loan for the Allentown/Foster Point Project.

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
2007 ANNUAL BUDGET
REVENUE NARRATIVE**

BASIC SUB	ELE- MENT	DESCRIPTION	2005 ACTUAL	2006 BUDGET	2007 BUDGET
402		SEWER FUND			
293	700	<i>Estimated Beginning Working Capital</i>	\$ 2,156,886	\$ 1,157,498	\$ 3,171,952
340	000	Charges for Services			
342	400	Protective Inspection Fees	20	1,000	0
343	501	Regular Monthly Charges	3,680,741	3,805,000	3,970,000
343	502	Repair Services	0	2,000	2,000
343	503	Miscellaneous Charges	112,110	100,000	150,000
		<i>Total Charges for Services</i>	\$ 3,792,871	\$ 3,908,000	\$ 4,122,000
360	000	Miscellaneous Revenues			
361	110	Investment Interest	58,704	40,000	50,000
379	002	Capital Contributions - Contractors/Develprs	28,181	2,000	2,000
379	004	Capital Contributions - Allentown/Ryan Hill	58,555	50,000	50,000
		<i>Total Miscellaneous Revenues</i>	\$ 145,440	\$ 92,000	\$ 102,000
380	000	Non Revenues			
382	200	Revenue Bond Proceeds	0	1,815,000	0
382	804	PWTF Loan	0	2,508,000	157,000
		<i>Total Non Revenues</i>	\$ 0	\$ 4,323,000	\$ 157,000
		TOTAL SEWER FUND	\$ 6,095,197	\$ 9,480,498	\$ 7,552,952

404		WATER/SEWER REVENUE BONDS			
390	000	Other Financing Sources			
397	720	Transfers-In Water/Sewer	\$ 485,000	\$ 510,000	\$ 235,000
397	820	Transfers-In Water/Sewer	203,578	180,054	154,923
		<i>Total Other Financing Sources</i>	\$ 688,578	\$ 690,054	\$ 389,923
		TOTAL WATER/SEWER REVENUE BONDS	\$ 688,578	\$ 690,054	\$ 389,923

**CITY OF TUKWILA
2007 ANNUAL BUDGET
REVENUE NARRATIVE**

402 SEWER FUND

Regular Monthly Charges - Includes the pass through of Metro charges and a City rate increase of 10%.

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.

PWTF Loan - Represents draws against the Public Works Trust Fund loan for the Allentown/Foster Point Project.

**CITY OF TUKWILA
2007 ANNUAL BUDGET
REVENUE NARRATIVE**

BASIC SUB	ELE-MENT	DESCRIPTION	2005 ACTUAL	2006 BUDGET	2007 BUDGET
405		BOND RESERVE FUND			
293	700	Estimated Beginning Working Capital	\$ 577,587	\$ 577,587	\$ 577,587
		TOTAL BOND RESERVE FUND	\$ 577,587	\$ 577,587	\$ 577,587

411		FOSTER GOLF COURSE			
293	700	Estimated Beginning Working Capital	\$ 0	\$ 11,059	\$ 226,306
313	100	Local Retail Sales & Use Tax	239,556	602,000	500,000
317	200	Leasehold Excise Tax	2,166	2,000	2,000
341	702	Sales of Merchandise/Pro Shop	134,758	130,000	150,000
341	704	Sales of Snacks	15,460	15,000	15,000
347	301	Green Fees	1,025,905	1,100,000	1,250,000
347	601	Golf Instruction	8,159	10,000	15,000
359	901	Miscellaneous Fines & Penalties	4,600	0	0
361	110	Investment Interest	6,727	2,000	6,000
362	100	Equipment Rentals (Short Term)	12,862	11,000	15,000
362	101	Power Cart Rentals	153,366	130,000	160,000
362	800	Concession Proceeds	54,708	120,000	120,000
369	900	Other Revenue	25,114	80,000	0
		<i>Total Taxes, Charges for Services & Misc Revenue</i>	<i>\$ 1,683,381</i>	<i>\$ 2,202,000</i>	<i>\$ 2,233,000</i>
390	000	Other Financing Sources			
397	760	Transfers - In	370,000	0	0
		<i>Total Other Financing Sources</i>	<i>\$ 370,000</i>	<i>\$ 0</i>	<i>\$ 0</i>
		TOTAL FOSTER GOLF COURSE	\$ 2,053,381	\$ 2,213,059	\$ 2,459,306

412		SURFACE WATER FUND			
293	700	Estimated Beginning Working Capital	\$ 3,456,321	\$ 1,429,594	\$ 2,757,821
342	000	Charges for Services			
342	400	Protective Inspection Fees	15	1,000	0
343	831	Regular Annual Charges	1,830,649	2,184,000	2,200,000
		<i>Total Charges for Services</i>	<i>\$ 1,830,664</i>	<i>\$ 2,185,000</i>	<i>\$ 2,200,000</i>
360	000	Miscellaneous Revenues			
361	110	Investment Interest	103,920	110,000	110,000
361	400	Interest on Receivables	8,893	4,000	4,000
369	900	Other Revenue	203	1,000	1,000
		<i>Total Miscellaneous Revenues</i>	<i>\$ 113,016</i>	<i>\$ 115,000</i>	<i>\$ 115,000</i>
		Other			
379	002	Capital Contributions - Contractors/Dev	100,920	0	0
382	200	Revenue Bond Proceeds	0	528,000	0
382	800	Public Works Trust Fund-Loan Proceeds	2,123,028	1,988,802	46,000
397	380	Transfers-In From 103 Fund	450,000	430,000	0
397	380	Transfers-In From 104 Fund	270,000	850,000	0
		<i>Total Other</i>	<i>\$ 2,943,948</i>	<i>\$ 3,796,802</i>	<i>\$ 46,000</i>
		TOTAL SURFACE WATER FUND	\$ 8,343,949	\$ 7,526,396	\$ 5,118,821

**CITY OF TUKWILA
2007 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 2007 is estimated to be at 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

Regular Annual Charges - The estimate for 2007 will be the same as 2006 actuals.

PWTF Loan - Represents draws against the Public Works Trust Fund loan for the Allentown/Foster Point Project.

**CITY OF TUKWILA
2007 ANNUAL BUDGET
REVENUE NARRATIVE**

BASIC SUB	ELE- MENT	DESCRIPTION	2005 ACTUAL	2006 BUDGET	2007 BUDGET
501		EQUIPMENT RENTAL FUND			
293	700	Estimated Beginning Working Capital	\$ 3,094,666	\$ 3,244,666	\$ 3,310,535
348	000	Internal Service Fund Charges			
348	300	Vehicle/Equipment Repair Charges	744,820	831,451	905,317
348	301	Other Charges - Depreciation	576,742	564,684	525,269
348	500	Fuel Sales	254,287	235,000	260,000
		Total Internal Service Fund Charges	\$ 1,575,849	\$ 1,631,135	\$ 1,690,586
360	000	Miscellaneous Revenues			
361	110	Investment Interest	85,831	100,000	100,000
369	100	Sale of Scrap & Junk	99	0	0
		Total Miscellaneous Revenues	\$ 85,930	\$ 100,000	\$ 100,000
379	003	Capital Contributions - Other Funds	78,314	0	0
395	100	Proceeds from Sales of Capital Assets	71,175	20,000	20,000
395	200	Compensation/Loss of Capital Assets	16,178	30,000	30,000
		Total Other Financing Sources	\$ 165,667	\$ 50,000	\$ 50,000
397	000	Transfers-In	114,693	284,000	0
		Total Non Revenues	\$ 114,693	\$ 284,000	\$ 0
		TOTAL EQUIPMENT RENTAL FUND	\$ 5,036,805	\$ 5,309,801	\$ 5,151,121

502		INSURANCE FUND			
293	700	Estimated Beginning Working Capital	\$ 0	\$ 84,552	\$ 295,393
341	970	Employee Benefit Program Svcs	815	0	1,100
361	110	Investment Interest	19,673	15,000	20,000
366	500	Trust Contributions-Employer	3,552,154	3,916,553	4,736,319
369	710	Voluntary Contributions from Employees	40,766	36,000	36,000
369	720	Mandatory Contributions from Employees	35,475	30,000	30,000
		TOTAL INSURANCE FUND	\$ 3,648,883	\$ 4,082,105	\$ 5,118,812

503		INSURANCE - LEOFF I FUND			
293	700	Estimated Beginning Working Capital	\$ 593,504	\$ 581,504	621,542
361	110	Investment Interest	19,847	12,000	30,000
366	500	Trust Contributions-Employer	430,341	481,000	559,344
		TOTAL INSURANCE - LEOFF I FUND	\$ 1,043,692	\$ 1,074,504	\$ 1,210,886

611		FIREMEN'S PENSION FUND			
291	740	Estimated Beginning Unreserved Fund Balance	\$ 1,264,595	\$ 1,304,595	\$ 1,315,004
330	000	Intergovernmental Revenue			
336	060	.91 Fire Insurance Premium Tax	40,983	41,000	50,000
		Total Intergovernmental Revenue	\$ 40,983	\$ 41,000	\$ 50,000
360	000	Miscellaneous Revenues			
361	110	Investment Interest	26,771	40,000	45,000
		Total Miscellaneous Revenues	\$ 26,771	\$ 40,000	\$ 45,000
		TOTAL FIREMEN'S PENSION FUND	\$ 1,332,349	\$ 1,385,595	\$ 1,410,004

		TOTAL ALL FUNDS	\$ 108,342,513	\$ 128,676,992	\$ 120,382,981
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**CITY OF TUKWILA
2007 ANNUAL BUDGET
REVENUE NARRATIVE**

501 EQUIPMENT RENTAL FUND

Vehicle/Equipment Repair Charges and Fuel Sales (348.300 & 348.500) - General (\$1,000,586);
Water (\$41,488); Sewer (\$39,047); Golf Course (\$47,589); and Surface Water (\$36,607).
Other Charges - Depreciation - General (\$401,845); Water (\$24,457); Sewer (\$14,873);
Equipment Rental (\$12,930); Golf Course (\$58,234); and Surface Water (\$12,930).

502 INSURANCE FUND

Trust Contributions - Employer - Represents the City's share of medical and dental contributions
to the Self-Insured Medical Program.

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**

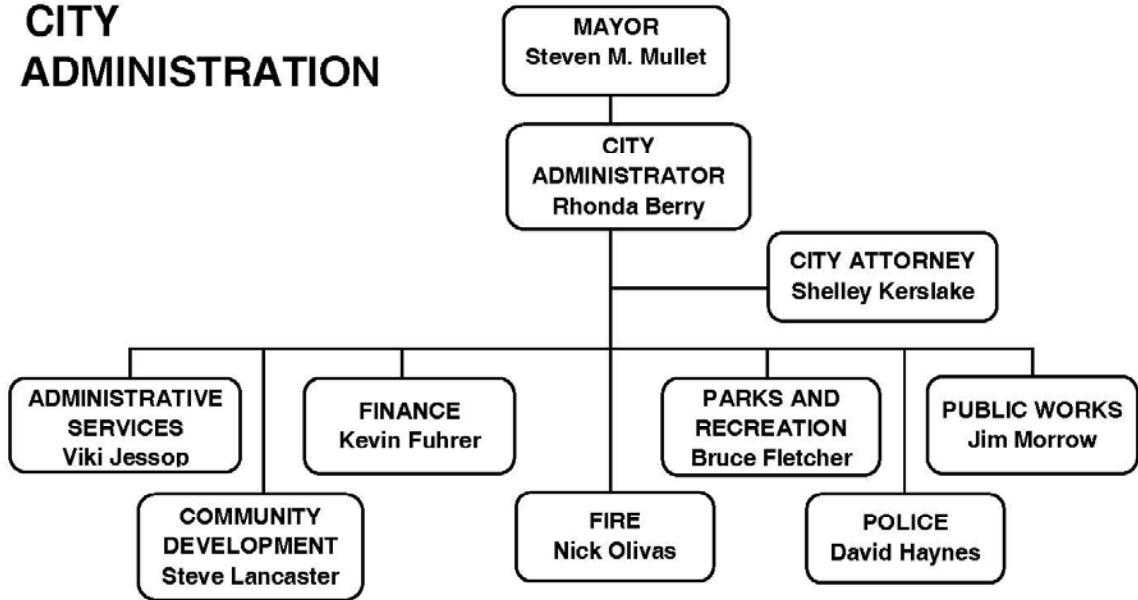
FUND	DEPARTMENT	2005 ACTUAL	2006 BUDGET	2007 BUDGET
	Administration			
01	City Council	224,359	250,388	260,801
03	Mayor, Boards, Commissions, etc.	1,214,211	1,538,633	1,541,381
09	Municipal Court	870,520	982,176	1,064,009
04	Administrative Services/Personnel	1,271,839	1,551,474	1,755,983
05	Finance	1,452,353	1,547,712	1,716,838
06	City Attorney	508,732	406,224	406,224
07	Recreation	2,509,485	2,888,226	3,203,642
15	Park Maintenance	813,877	905,082	946,744
08	Community Development	2,153,163	2,491,453	2,768,574
	<i>Subtotal Administrative</i>	<i>\$ 11,018,539</i>	<i>\$ 12,561,368</i>	<i>\$ 13,664,196</i>
	Police Department			
10	Administration	895,468	1,168,285	1,258,445
10	Patrol	5,526,320	5,441,722	5,813,144
10	Special Services	1,165,121	1,205,629	1,372,534
10	Investigation	1,058,798	1,222,350	1,290,917
10	Gambling/Special Operations	857,767	849,431	903,485
10	Crime Prevention	396,737	501,328	535,434
10	Training	179,444	201,900	207,642
10	Traffic	424,158	539,433	612,385
	<i>Subtotal Police</i>	<i>\$ 10,503,813</i>	<i>\$ 11,130,078</i>	<i>\$ 11,993,986</i>
	Fire Department			
11	Administration	567,812	582,894	650,324
11	Suppression	6,876,887	7,024,166	7,677,950
11	Prevention & Investigation	528,917	659,221	750,035
11	Training	234,340	245,865	263,929
11	Facilities	101,767	106,500	106,500
11	Special Operations	65,987	74,653	58,223
11	Ambulance, Rescue & Emergency	159,334	177,344	201,897
	<i>Subtotal Fire</i>	<i>\$ 8,535,044</i>	<i>\$ 8,870,643</i>	<i>\$ 9,708,858</i>
	Public Works			
13	Administration - General	542,789	636,877	689,589
13	Administration - Maintenance	323,488	391,680	309,668
13	Engineering	452,765	657,897	780,548
13	Administration - Development	401,128	424,338	451,544
13	Facility Maintenance	1,268,018	1,296,021	1,388,040
16	Street Maintenance & Operation	2,052,098	2,406,909	2,428,211
	<i>Subtotal Public Works</i>	<i>\$ 5,040,286</i>	<i>\$ 5,813,722</i>	<i>\$ 6,047,600</i>
20	Contributions/Ending Fund Balance	<i>\$ 9,535,601</i>	<i>\$ 7,162,733</i>	<i>\$ 6,799,684</i>
	TOTAL GENERAL FUND	\$ 44,633,283	\$ 45,538,544	\$ 48,214,324

**CITY OF TUKWILA
EXPENDITURE SUMMARY
ALL FUNDS**

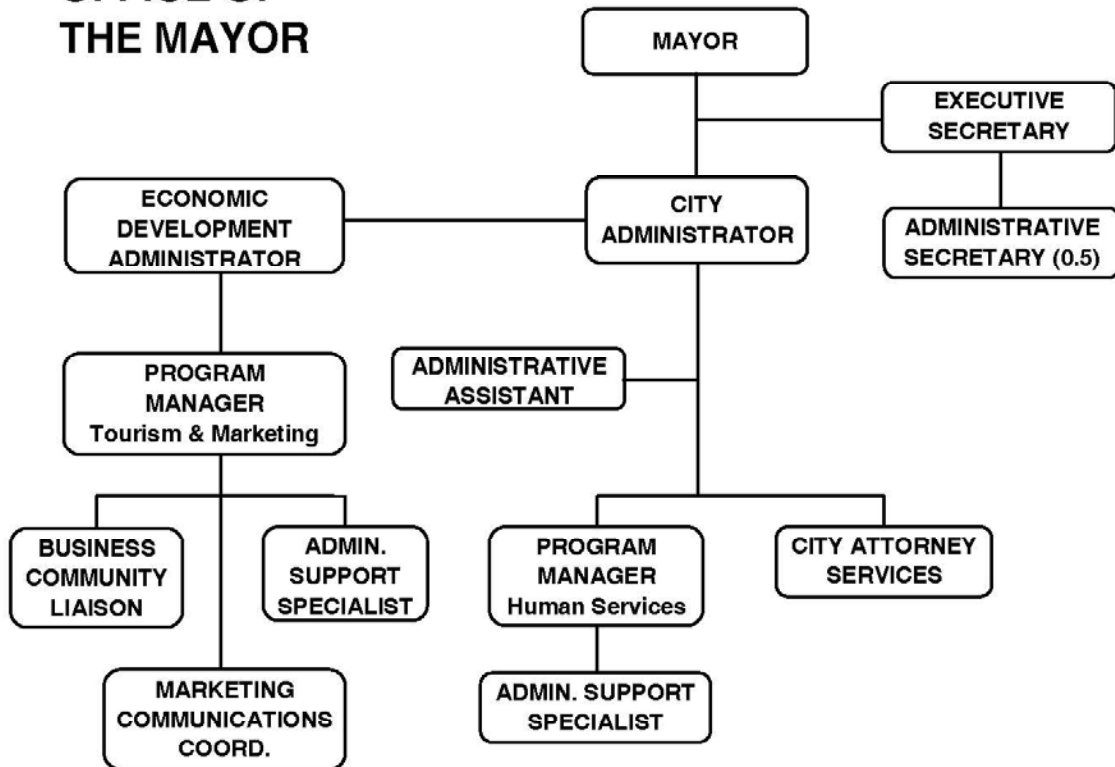
Fund	Department	2005 ACTUAL	2006 BUDGET	2007 BUDGET
000	General	\$ 44,633,283	\$ 45,538,544	\$ 48,214,324
101	Hotel/Motel Tax	791,964	1,525,189	1,652,189
103	City Street	1,002,947	663,827	346,842
104	Arterial Street	12,135,170	21,913,000	18,596,987
105	Contingency	781,955	798,364	826,955
107	Fire Equipment Cumulative Reserve	624,854	793,721	640,854
207	Limited Tax G.O. Bonds, 1999	1,306,130	973,403	992,383
208	Limited Tax G.O. Bonds, 2000	403,696	402,358	408,007
209	Limited Tax G.O. Bonds, 2003	600,771	565,221	665,033
210	Limited Tax G.O. Refunding Bonds, 2003	839,507	702,254	698,607
301	Land Acquisition, Recreation & Park Dev.	2,399,780	3,654,999	3,697,140
302	Facility Replacement	2,290,077	5,963,244	2,680,943
303	General Government Improvements	1,695,267	1,800,936	1,269,457
401	Water	10,191,938	11,042,333	10,703,848
402	Sewer	6,431,298	9,480,498	7,552,952
404	Water/Sewer Revenue Bonds	683,148	690,054	389,923
405	Bond Reserve	577,587	577,587	577,587
411	Foster Golf Course	2,114,483	2,213,059	2,459,306
412	Surface Water	9,954,902	7,526,396	5,118,821
501	Equipment Rental	4,926,401	5,309,801	5,151,121
502	Insurance Fund	3,772,313	4,082,105	5,118,812
503	Insurance - LEOFF I Fund	1,013,273	1,074,504	1,210,886
611	Firemen's Pension	1,332,350	1,385,595	1,410,004
	TOTAL ALL FUNDS COMBINED	\$ 110,503,094	\$ 128,676,992	\$ 120,382,981

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 and businesses by setting overall policy direction for the City. The Council also represents the City in regional intergovernmental affairs and meets with state and federal legislators and City lobbyists to strengthen ties through regular contacts and communications.

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

It is the council administrative assistant's duty to provide staff support to the City Council.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
10 Salaries & Wages	\$ 153,000	\$158,880	\$ 160,647	\$ 150,720
20 Personnel Benefits	47,000	47,433	59,341	59,725
30 Supplies	3,000	1,716	2,000	2,000
40 Other Services & Charges	17,000	16,330	28,400	48,356
TOTAL	\$ 220,000	\$ 224,359	\$ 250,388	\$ 260,801

BUDGET NARRATIVE:

"Salaries & Wages" includes an Administrative Assistant position and 7 Council Members.

"Other Services & Charges" includes travel (\$30,000); communication (\$400); consultant services (\$3,000); and miscellaneous (\$14,956).

2007 PROGRAM GOALS:

In addition to Goals, the Council added three new categories in 2007. **Goals** are achievable in the short term (1-2 years). **Focus Items** are long-term commitments (longer than 2 years) and require special attention to achieve. **Exploration Items** require better understanding before a commitment is made or policy direction is set. **Special Attention Items** are part of the typical Administration work plan, necessitating regular reports and status updates so that policy can be refined if needed.

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

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

Fund: *000-General*

2007 PROGRAM GOALS

- Work with Mayor's office to research current information and effective strategies for City participation in controlling "global warming."
- Adopt policies that address safety, land use, and appearance issues on Tukwila International Boulevard.
- Adopt policies to improve housing stock for both single- and multi-family housing.
- Develop residential neighborhood improvement policies that address streets, sidewalks, lighting, and storm water.
- Approve a developer's agreement that benefits the City and facilitates the annexation of Tukwila Valley South.
- Develop and lobby a legislative agenda.

2007 FOCUS ITEMS

- Focus on providing broader access to City functions and information electronically.

2007 EXPLORATION ITEMS

- Continue to evaluate personal technology options to improve Council effectiveness.
- Explore a branding campaign for the City of Tukwila.
- Explore options to address public health concerns in Tukwila.
- Explore funding and siting for a permanent Neighborhood Resource Center on Tukwila International Boulevard.

2007 SPECIAL ATTENTION ITEMS

- Promote traffic calming and enforcement in residential neighborhoods.
- Continue attention on Tukwila Village as a mixed-use development.

2006 PROGRAM GOALS:

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

NOTES

2007 BUDGET

SUMMARY

MAYOR'S OFFICE BOARDS, COMMISSIONS, ADMINISTRATION

PROGRAM OBJECT	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
Mayor's Office	\$ 591,000	\$ 680,665	\$ 950,463	\$ 933,892
Human Services	457,500	498,243	506,270	520,589
Sister City Committee	3,500	3,147	5,700	5,700
Planning Commission	3,000	1,102	3,500	3,500
Equity and Diversity Commission	2,000	4,878	6,200	6,200
Community Promotion (Arts)	57,000	22,448	58,000	63,000
Park Commission	3,000	2,161	3,500	3,500
Library Advisory Board	500	1,567	5,000	5,000
TOTALS	\$1,117,500	\$ 1,214,211	\$1,538,633	\$ 1,541,381

Municipal Court: *See pages 45 and 46 for detail.*

Department: Mayor
Division: N/A

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

Fund: 000-General

PROGRAM DESCRIPTION:

The Mayor is the Chief Executive and Administrative Officer of the City, in charge of all departments and employees as set forth by RCW 35A.12.100. The Mayor appoints all Department Directors, who are confirmed by the City Council. He is responsible for the faithful enforcement of all laws and ordinances within the City, and has general supervision of the administration of all City government and all City interests. It is the Mayor's responsibility to prepare and submit to the City Council a proposed budget and to 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>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
10 Salaries & Wages	\$ 277,000	\$ 380,390	\$ 466,526	\$ 448,432
20 Personnel Benefits	65,000	85,285	121,199	122,761
30 Supplies	4,000	3,696	9,500	10,250
40 Other Services & Charges	205,000	181,192	306,238	305,449
50 Intergovt. Services & Taxes	40,000	30,102	42,000	42,000
60 Capital Outlays	0	0	5,000	5,000
TOTAL	\$ 591,000	\$ 680,665	\$ 950,463	\$933,892

BUDGET NARRATIVE:

"Salaries & Wages" includes the Mayor, City Administrator, Economic Development Administrator, Executive Secretary, a half-time (.5) Administrative Secretary (position is shared with Administrative Services), and \$22,000 extra labor for secretarial pool.

"Other Services & Charges" includes professional services (\$48,000); Hearing Examiner's fees (\$5,800); travel (\$10,500); communication (\$3,250); advertising (\$2,000); employee appreciation (\$14,500); equipment rental (\$17,849); repairs (\$4,000); memberships, dues and subscriptions (\$43,550); registrations (\$2,500); neighborhood revitalization (\$32,500); Museum of Flight Program (\$10,000); CTR reimbursement (\$12,500); marketing (\$33,000); and miscellaneous (\$65,500).

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

"Capital Outlays" reflects replacement office equipment.

2007 Dues and Memberships

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
Various smaller organizations and conference registrations.....	2,050
TOTAL	\$ 43,550

Department: Mayor
Division: N/A

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

Fund: 000-General

2007 PROGRAM GOALS:

- Identify opportunities for “Green City” initiatives such as alternative energy vehicles and “green” building/maintenance practices.
- Continue efforts to improve Tukwila International Boulevard.
- Continue efforts to develop Tukwila Village.
- Continue oversight of Tukwila South annexation and project.
- Continue efforts to establish quality affordable housing and to improve existing housing stock.
- Continue efforts to secure Federal appropriations in support of key infrastructure and other capital projects.

2006 PROGRAM GOALS:

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

ECONOMIC DEVELOPMENT

2007 PROGRAM GOALS:

- Coordinate Tukwila Village development.
- Expand business attraction marketing materials.
- Improve the “Think Tukwila” website.
- Continue relationships with businesses and property owners in the Tukwila Urban Center (TUC).
- Actively support revitalization on Tukwila International Boulevard.
- Continue to advise on Tukwila South development.
- Support City departments in efforts impacting the business community such as updating the Sign Code and creating a broad based system of development impact fees.
- Continue work on furniture retailers’ collaboration and joint marketing efforts.

ECONOMIC DEVELOPMENT

2006 PROGRAM GOALS:

- Coordinate Tukwila Village development. **Ongoing.**
- Create business attraction marketing materials. **Ongoing.**
- Expand the “Think Tukwila” website. **In process as resources permit.**
- Establish relationships with businesses and property owners in the Tukwila Urban Center (TUC). **Ongoing.**
- Actively support revitalization on Tukwila International Boulevard. **Ongoing.**
- Facilitate furniture retailers collaboration and joint marketing efforts. **Suspended, retailers decided not to pursue effort.**
- Advise on Tukwila South development. **Ongoing.**

Support creation of a broad based system of development impact fees. **Ongoing.**

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 funds, 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 ACTUAL	2006 BUDGET	2007 BUDGET
10 Salaries & Wages	\$ 118,000	\$ 121,628	\$ 126,805	\$ 131,227
20 Personnel Benefits	34,000	36,576	41,065	50,962
30 Supplies	1,000	2,030	1,000	1,000
40 Other Services & Charges	304,500	338,009	337,400	337,400
TOTAL	\$ 457,500	\$ 498,243	\$ 506,270	\$ 520,589

BUDGET NARRATIVE:

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

"Other Services & Charges" includes professional contracted services (\$332,800); Domestic Violence penalty assessment (\$100); communication (\$1,000); travel (\$500); Human Services Advisory Board (\$500); Tukwila Children's Foundation (\$1,000); and miscellaneous (\$1,500).

NOTE: See pages 181 and 182 for program detail.

Department: Mayor
Division: N/A

Program: Human Services
Account: 03-557-201

Fund: 000-General

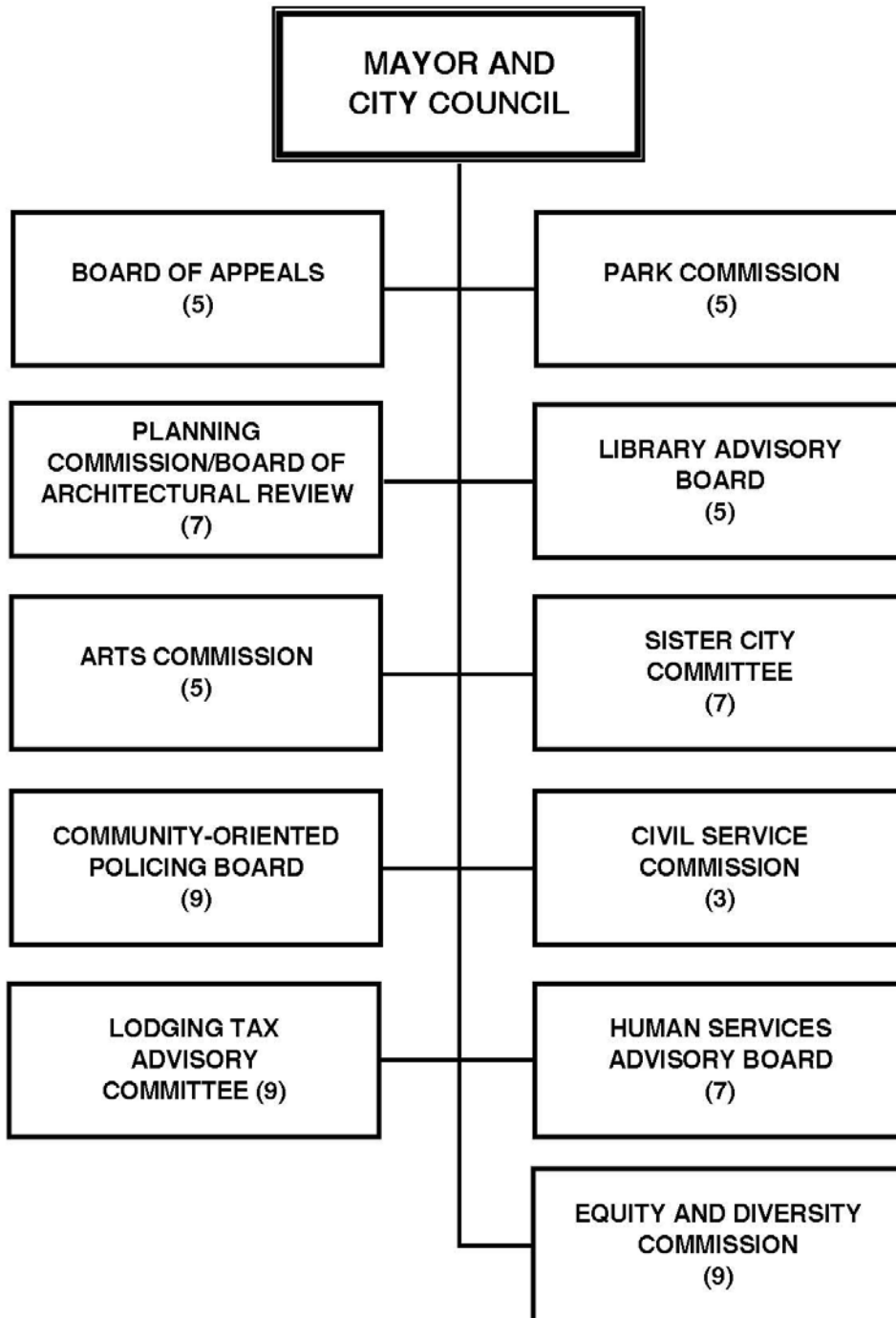
2007 PROGRAM GOALS:

- Implement, manage and monitor 2007 contracts.
- Implement ESL/Literacy efforts as results of 2006 Summit.
- Implement, manage, monitor Minor Home Repair program with cities of SeaTac and Des Moines.
- Provide staffing for Capacity building project with Tukwila Pantry and Tukwila Community Schools Collaboration (TCSC).
- Build increased communication/coordination with community organizations.
- Provide same day information and referral response.
- Fill vacant Advisory Board position.
- Provide support for sub-regional human services communication/planning.

2006 PROGRAM GOALS:

- Implement, manage and monitor 2006 contracts. **Completed.**
- Hold Request for Proposal process for years 2007-2008. **Completed.**
- Implement Minor Home Repair program jointly with City of SeaTac with CDBG funds. **Completed. Over 30 Tukwila households assisted.**
- Continue efforts to outreach with diverse population. **Supported efforts with Latina population, contracted funding recommendations, ESL/Literacy summit, translated Landlord/Tenant brochure.**
- Provide same day response to information and referral requests. **Same day or next day response made.**
- Fill vacant Advisory Board positions. **Faith based position filled.**
- Assist other departments in meeting human service needs. **Assisted with Police, Code Enforcement, Parks and Recreation requests.**
- Serve as Tukwila representative for new Advisory Committee on use of CDBG funds. **Completed.**
- Continue providing representation for regional and sub-regional human service efforts and initiatives. **South King County Homeless Forum, South King County Human Service Planners, SKC Forum, Interjurisdictional Representative for County regarding federal funds, Regional Domestic Violence collaborations are some of the representative positions.**

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>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
30 Supplies	\$ 2,500	\$ 198	\$ 1,000	\$ 1,000
40 Other Services & Charges	1,000	2,949	4,700	4,700
TOTAL	\$ 3,500	\$ 3,147	\$ 5,700	\$ 5,700

BUDGET NARRATIVE:

The Sister City Committee was created in 1984. By this date the first group of Tukwila citizens had already visited Japan and a resolution had been passed establishing formal affiliation with Ikawa. There have been many exchanges, generally occurring every two to three years. The most recent exchange took place in the spring of 2005. A final delegation from Ikawa visited in October of 2006; future delegations will be made up of citizens from Miyoshi, following the merger of Ikawa and five other cities in March of 2006.

Budgeted funds are used in two ways: the first is to cover major expenses involved in hosting the delegation on their visits to Tukwila and to purchase a City gift; the second is to pay for gifts and miscellaneous expenses associated with the preparation of a group of Tukwila citizens (adults and students) to journey to Ikawa (Miyoshi).

2007 PROGRAM GOALS:

- Continue to raise funds for future visits.
- Plan Spring 2007 visit to Japan.
- Attain non-profit status for Sister City organization.

2006 PROGRAM GOALS:

- Raise funds for future visits and exchanges. **Completed.**

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>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
30 Supplies	\$ 1,000	\$ 523	\$ 1,000	\$ 1,000
40 Other Services & Charges	2,000	579	2,500	2,500
TOTAL	\$ 3,000	\$ 1,102	\$ 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.

2007 PROGRAM GOALS:

- Review Sign Code update.
- Review Shoreline Management Master Program update.
- Review Tukwila Urban Center Plan.
- Review Small Lot Residential Development Policies and Standards.

2006 PROGRAM GOALS:

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

Department: Mayor
Division: N/A

Program: Equity and Diversity Commission
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 appointed by the Mayor and confirmed by the Council.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
30 Supplies	\$ 0	\$ 1,022	\$ 1,200	\$ 1,200
40 Other Services & Charges	2,000	3,856	5,000	5,000
TOTAL	\$ 2,000	\$ 4,878	\$ 6,200	\$ 6,200

2007 PROGRAM GOALS:

- Assist residents to overcome language barriers by helping them gain access to information and resources in the community.
- Link agencies and residents to interpreters and translators to assure our city is an inclusive community.
- Work with school and community groups to promote issues of equity and fairness and support cultural programs, education and training.

2006 PROGRAM GOALS:

- Sponsor English language and citizenship classes for Tukwila immigrants. **Completed.**
- Assist agencies who are seeking translation services. **Completed.**
- Work with school, cultural and ethnic groups to help sponsor projects or programs of interest to the community. **Completed.**

Department: *Mayor* **Program:** *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 show and competition , 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>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
30 Supplies	\$ 2,500	\$ 3,095	\$ 2,500	\$ 2,500
40 Other Services & Charges	18,000	10,559	22,500	22,500
60 Capital Outlays	36,500	8,794	33,000	38,000
TOTAL	\$57,000	\$22,448	\$58,000	\$63,000

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 (\$35,000), as recommended to the City Council by the Arts Commission, and holiday banners (\$3,000).

Department: *Mayor*
Division: *N/A*

Program: *Arts Commission*
Account: *03-573-900*
03-594-730

Fund: *000-General*

2007 PROGRAM GOALS:

- Purchase centennial celebration permanent art for a predetermined City location.
- Continue to obtain grant funding for the City's performing arts program.
- Develop and create a new art selection policy.
- Evaluate condition of current artwork and identify items that require repair.

2006 PROGRAM GOALS:

- Purchase and install permanent art on Tukwila International Boulevard. ***Completed.***
- Purchase and install artistic benches at Crestview and Riverton Parks. ***Riverton, completed. Crestview, in progress.***
- Continue to obtain grant funding for the City's performing arts program. ***Completed and ongoing.***
- Develop and create a new art selection policy. ***In progress.***
- Evaluate condition of current artwork and identify items that require repair. ***In progress.***

PROGRAM PERFORMANCE MEASURES:

	<u>2005 ACTUAL</u>	<u>2006 ESTIMATE</u>	<u>2007 PROJECTION</u>
Outdoor summer concerts	5	5	5
Average concert attendance	100	75	100
Artwork acquisition	3	1	2
Tukwila Days entertainment	10	8	15
Average Tukwila Days entertainment attendance	300	300	300
King Co. performance network events	2	2	1
Average King Co. performance network attendance	600	200	200
Art competition entries	72	72	125
Art show attendance	800	800	800
Grants received	2	1	1

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>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
30 Supplies	\$ 1,000	\$ 1,161	\$ 1,500	\$ 1,500
40 Other Services & Charges	2,000	1,000	2,000	2,000
TOTAL	\$ 3,000	\$ 2,161	\$ 3,500	\$ 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*

2007 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.
- Assist Parks and Recreation Administration for 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.
- Sponsor grand opening for Cascade View Community Park Phase II.

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. ***Completed.***
- Participate in the Duwamish Riverbend Hill Advisory Board. ***Completed and ongoing.***
- Assist Parks and Recreation Administration to review Department fee structure. ***Completed.***
- Assist Parks and Recreation Administration in the implementation of the volunteer tree planting and adopt-a-garden program at Macadam Winter Garden. ***On hold.***
- Sponsor new park grand opening for the Macadam Winter Garden. ***On hold.***

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 serve 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 ACTUAL</u>	<u>2006 BUDGET</u>	<u>2007 BUDGET</u>
30 Supplies	\$ 500	\$ 348	\$ 1,500	\$ 1,500
40 Other Services & Charges	0	1,219	3,500	3,500
TOTAL	\$ 500	\$ 1,567	\$ 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.

2007 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 “Friends of the Library” organization and the Tukwila general public.
- Provide support to literacy in Tukwila and at the Parks and Recreation as well as King County Library System special events.

2006 PROGRAM GOALS:

- Report annually to the City Council on the status of library services and facilities available to Tukwila citizens. **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.**
- Sponsor special events held at the Tukwila Library location. **Completed, location changed to Tukwila Spring Break Camp.**

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 and misdemeanor/gross misdemeanor criminal offenses may be resolved. The Court handles all ordinance/statutory violations, petitions for Domestic Violence/Anti-harassment Orders, and traffic infractions occurring within the Tukwila City limits. 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 safeguarding the rights of individual citizens.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
10 Salaries & Wages	\$ 487,000	\$ 454,540	\$ 527,231	\$ 560,837
20 Personnel Benefits	127,000	137,222	147,185	185,012
30 Supplies	10,000	3,792	8,260	8,260
40 Other Services & Charges	240,000	274,966	286,500	301,900
60 Capital Outlays	3,000	0	13,000	8,000
TOTAL	\$ 867,000	\$ 870,520	\$ 982,176	\$1,064,009

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) Jail Alternative Specialist.

“Other Services & Charges” includes professional services for Public Defenders (\$151,000); Pro Tem Judges (\$15,000); and interpreters (\$53,000). Also, there is printing (\$8,000); communication (\$1,000); witness/juror fees (\$10,800); miscellaneous (\$1,250); operating rentals (\$10,000); travel (\$2,850); court security (\$45,000); repairs (\$3,500); memberships, dues and subscriptions (\$150); and training (\$350).

“Capital Outlays” reflects a new filing cabinet system (\$8,000).

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

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

Fund: *000-General*

2007 PROGRAM GOALS:

- Implement and expand the Jail Alternative Program.
- Participate in City Hall Space Study in order to address critical space/storage needs.
- Address current public defense needs and evaluate caseload/calendar volume.
- Provide additional training for court staff and continue to review and address staff training needs.

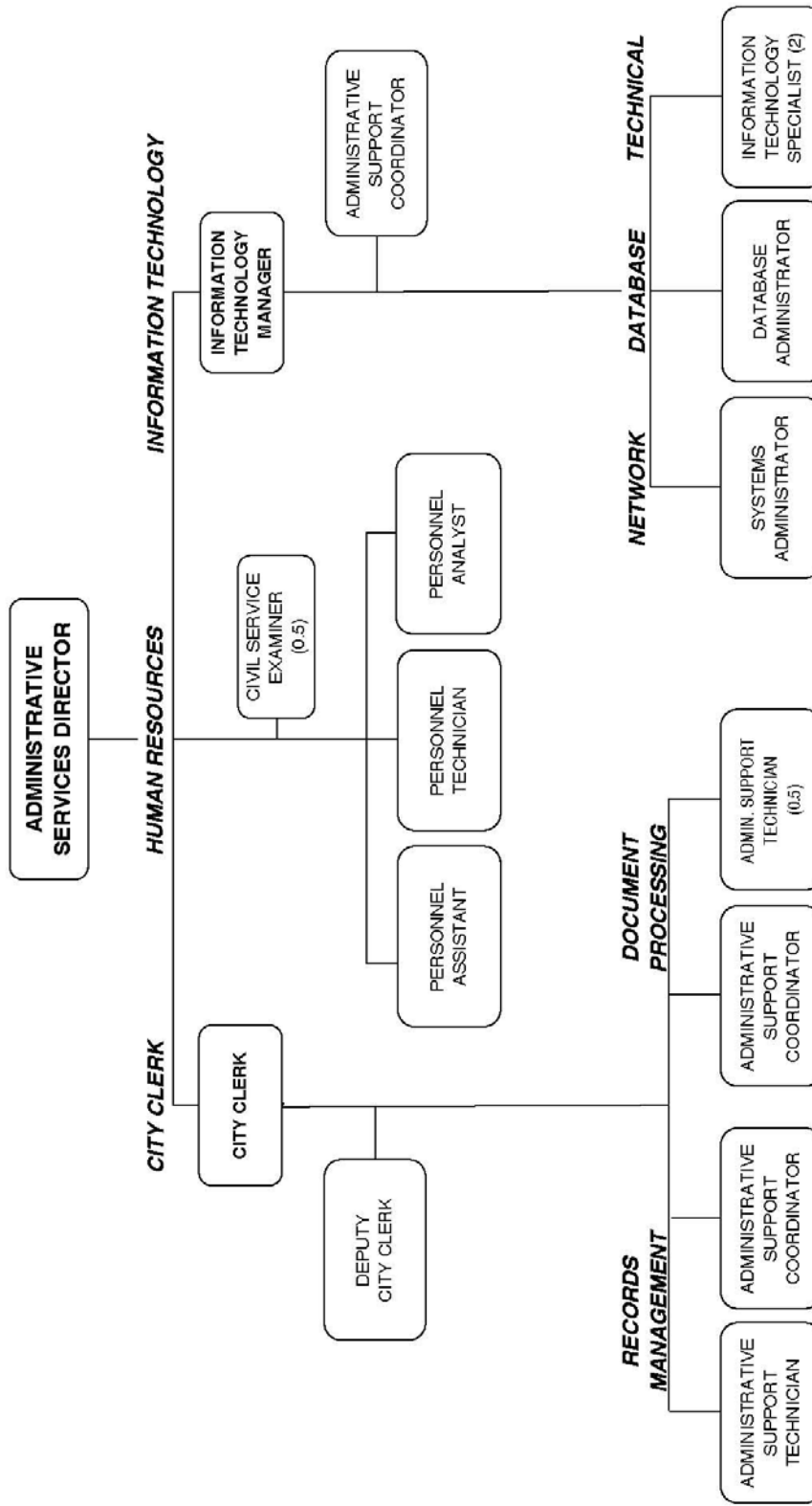
2006 PROGRAM GOALS:

- Implementation of revenue generating (at minimum, cost recovering) electronic home monitoring program. ***Ongoing. This project is part of the court's proposed Jail Alternative Program, which is currently being evaluated by WCIA and City staff. We hope to have this program up and running by the end of the calendar year.***
- Evaluate requirements (personnel, equipment, and costs) and liability issues associated with implementation of a long-term work crew program. ***Ongoing.***
- Actively participate in council chambers/courtroom upgrades and remodel. ***Ongoing.***
- 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. ***Ongoing.***
- Implement Civil Domestic Violence Protection Order and Civil Anti-harassment Order programs to ensure this service is readily available to local citizens. ***Completed.***

PROGRAM STATISTICAL DATA:

	<u>2005 ACTUAL</u>	<u>2006 ESTIMATE</u>	<u>2007 PROJECTION</u>
Charges filed	5,000	5,500	6,000
Criminal hearings held	11,000	11,000	11,500
Traffic hearings held	3,000	3,000	3,500
City revenues collected	\$400,000	\$313,000	\$325,000

DEPARTMENT OF ADMINISTRATIVE SERVICES



Program: *Personnel/Civil Service*

Account: 04-516-200
04-516-202

Fund: 000-General

PROGRAM DESCRIPTION:

Provides day-to-day assistance in human resources administration, labor relations (including negotiations), safety and benefit administration. Assists supervisors and managers in carrying out their employee relations responsibilities. Advises management on personnel policies and problem areas. The Director of Administrative Services is also responsible for City Clerk division, Information Technology division and Civil Service.

PROGRAM OBJECT BUDGET:

PROGRAM OBJECT	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
10 Salaries & Wages	\$ 312,000	\$ 257,423	\$ 259,931	\$ 343,734
20 Personnel Benefits	68,000	56,672	66,189	89,130
30 Supplies	2,000	2,003	700	4,420
40 Other Services & Charges	100,000	68,801	116,100	116,100
TOTAL	\$ 482,000	\$ 384,899	\$ 442,920	\$ 553,384

BUDGET NARRATIVE:

“Salaries & Wages” includes a Director of Administrative Services, a Personnel Analyst, a Personnel Technician, and a Personnel Assistant position (added in 2007). Also, a half-time Civil Service Examiner is included.

“Supplies” includes fire resistant file cabinets (\$3,720), and civil service supplies (\$700).

“Other Services & Charges” includes professional services (\$12,400); labor relations assistance (\$40,500); employee assistance program (\$9,000); advertising (\$24,000); miscellaneous (\$3,000); communication (\$2,000); travel (\$3,800); repairs and maintenance (\$5,000); memberships, dues, subscriptions (\$2,000); registrations and tuitions (\$3,000); printing and binding (\$1,200); and operating rentals and leases (\$10,200).

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

Program: *Personnel/Civil Service*
Account: *04-516-200*
04-516-202

Fund: *000-General*

PERSONNEL

2007 PROGRAM GOALS:

- Settle Police Non-Commissioned (United Steel Workers) labor agreement.
- Negotiate and settle Police Commissioned (Guild) labor agreement.
- Negotiate and settle Fire (International Association of Fire Fighters) labor agreement.
- Distribute Health Insurance Portability and Accountability Act policies and procedures, establish committee, and conduct training.
- Co-create with Public Works the necessary policies, procedures, and systems for establishing and managing key-card system.
- Review and begin updating Personnel Policies and Procedures.
- Provide healthcare training to all employees.
- Review status of employee safety program and revitalize program elements.
- Prepare draft of Civil Service desk manual.
- Complete basic National Incident Management System training and mission critical department functions for all divisions.

2006 PROGRAM GOALS:

- Negotiate and settle three Teamsters contracts. **Completed.**
- Negotiate and settle Police non-commissioned contract. **Ongoing.**
- Distribute HIPPA policies and procedures, establish committee, and conduct training. **Deferred to 2007.**
- Co-create with Public Works, policies, procedures, and systems for establishing and managing key-card system(s). **Ongoing.**
- Complete review of personnel policies and procedures. **Deferred to 2007.**
- Review Tukwila Civil Service Commission civil service rules. **Revised focus.**

PROGRAM STATISTICAL DATA:

	<u>2005 ACTUAL</u>	<u>2006 ESTIMATE</u>	<u>2007 PROJECTION</u>
Vacancies Advertised	36	38	45
In-house Training Hours Delivered	0	0	50
Applications Processed	878	875	925
Applicants Interviewed	108	123	205

[illegible]

PROGRAM DESCRIPTION:

The purpose of the City Clerk's Office is to provide to the public a point of access for specific municipal service functions as the official records depository and archivist for the City. This office manages the retention and retrieval of all official city records, oversees administration of City Council meetings, including agenda coordination and development and preparation of the official minutes. Other responsibilities include issuing business licenses, computerizing legislative history, providing desktop publishing and graphic support services, providing reception and telephone answering services for the City, recording contracts and agreements, accepting passport applications, issuing pet licenses, and providing notary services. City Clerk staff also participate in local, state and international associations relative to their positions.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
10 Salaries & Wages	\$ 259,000	\$ 266,367	\$ 297,557	\$ 302,184
20 Personnel Benefits	80,000	81,968	106,814	119,492
30 Supplies	2,000	3,835	4,000	5,500
40 Other Services & Charges	146,000	121,804	147,400	147,400
50 Intergovt. Services & Taxes	18,000	0	18,000	18,000
60 Capital Outlays	13,000	0	0	0
TOTAL	\$ 518,000	\$ 473,974	\$ 573,771	\$ 592,576

BUDGET NARRATIVE:

“Salaries & Wages” includes the City Clerk, Deputy City Clerk, two (2) Administrative Support Coordinators, and one & one-half (1.5) Administrative Support Technicians.

“Supplies” includes office and operating supplies (\$4,000), and centennial celebration (\$1,500).

"Other Services & Charges" includes professional services (\$3,000); general postage costs (\$64,000); communication (\$700); advertising (\$11,800); copier rental (\$8,400); repairs and maintenance (\$11,500); travel (\$4,000); microfilming (\$3,500); printing Hazelnut, TMC, and business licenses (\$32,000); operating rentals and leases (\$1,700); and miscellaneous (\$6,800).

“Intergovernmental Services” includes election costs (\$6,000); and voter registration costs (\$12,000).

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

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

2007 PROGRAM GOALS:

- Review and update City Clerk's Office records retention schedule.
- Continue staff training on LaserFiche 7.0.
- Review and update requirements and fees for business licenses and include "non-business" registration process.
- Complete basic NIMS training and mission critical department functions for divisions.
- 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.
- Investigate Access (software) conversion training as basis for business license data (convert business license data from Rbase to Access).

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. ***Ongoing.***
- Train City staff on use of LaserFiche, Version 7.0 and introduce LaserFiche for public use via web. ***Ongoing.***
- Investigate Access (software) conversion training as basis for business license data (convert business license data from Rbase to Access). ***Deferred to 2007.***

PROGRAM STATISTICAL DATA:

	<u>2005 ACTUAL</u>	<u>2006 ESTIMATE</u>	<u>2007 PROJECTION</u>
Business licenses processed	2,195	2,188	2,200
Revenue from sale of business licenses	\$164,182	\$153,500	\$180,000
Number of passports accepted	548	309	575
Revenue from passport acceptance	\$ 14,550	\$ 9,270	\$ 25,000

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

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

Fund: *000-General*

PROGRAM DESCRIPTION:

Provides technical leadership and support for the City's information infrastructure to assist the City in providing the highest quality services in the most efficient and cost-effective manner possible. In partnership with all City Departments, Information Services oversees all technology systems for the City, including networking systems, computer software and hardware, maintenance, purchasing, integration, repairing, and problem solving in order to meet the City's need for reliable and timely information and support.

PROGRAM OBJECT BUDGET:

PROGRAM OBJECT	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
10 Salaries & Wages	\$ 212,000	\$ 242,408	\$ 323,620	\$ 352,876
20 Personnel Benefits	73,000	86,588	120,463	161,447
30 Supplies	4,000	4,987	6,200	6,200
40 Other Services & Charges	28,000	26,571	31,500	36,500
60 Capital Outlays	53,000	52,412	53,000	53,000
TOTAL	\$ 370,000	\$ 412,966	\$ 534,783	\$ 610,023

BUDGET NARRATIVE:

"Salaries & Wages" includes the Information Technology Manager; a Systems Administrator; a Database Administrator; two (2) Information Technology Specialists, and one (1) Administrative Support Coordinator.

"Supplies" are for computer repairs.

"Other Services & Charges" reflects technical support services (\$2,000); training (\$8,000); 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*

2007 PROGRAM GOALS:

- Upgrade current database applications, applying necessary software patches as required.
- Build redundancy into City's e-mail system to reduce downtime and provide availability for emergency operation situations.
- Upgrade/standardize systems to achieve compliance with NCIC2000 standards for PD.
- Begin and coordinate discussions and planning for web site and Intranet re-design process, to include Council, City Administration and departments.
- Research automated deployment server solutions to increase technician efficiency and decrease rollout time for installation, software upgrades, and image changes on servers, PC's and laptops.
- Complete network switch installation to provide fiber connectivity for the Court, Station 51, and Minkler locations, as well as VLAN segmentation citywide.
- Complete basic NIMS training and mission critical department functions for division.

2006 PROGRAM GOALS:

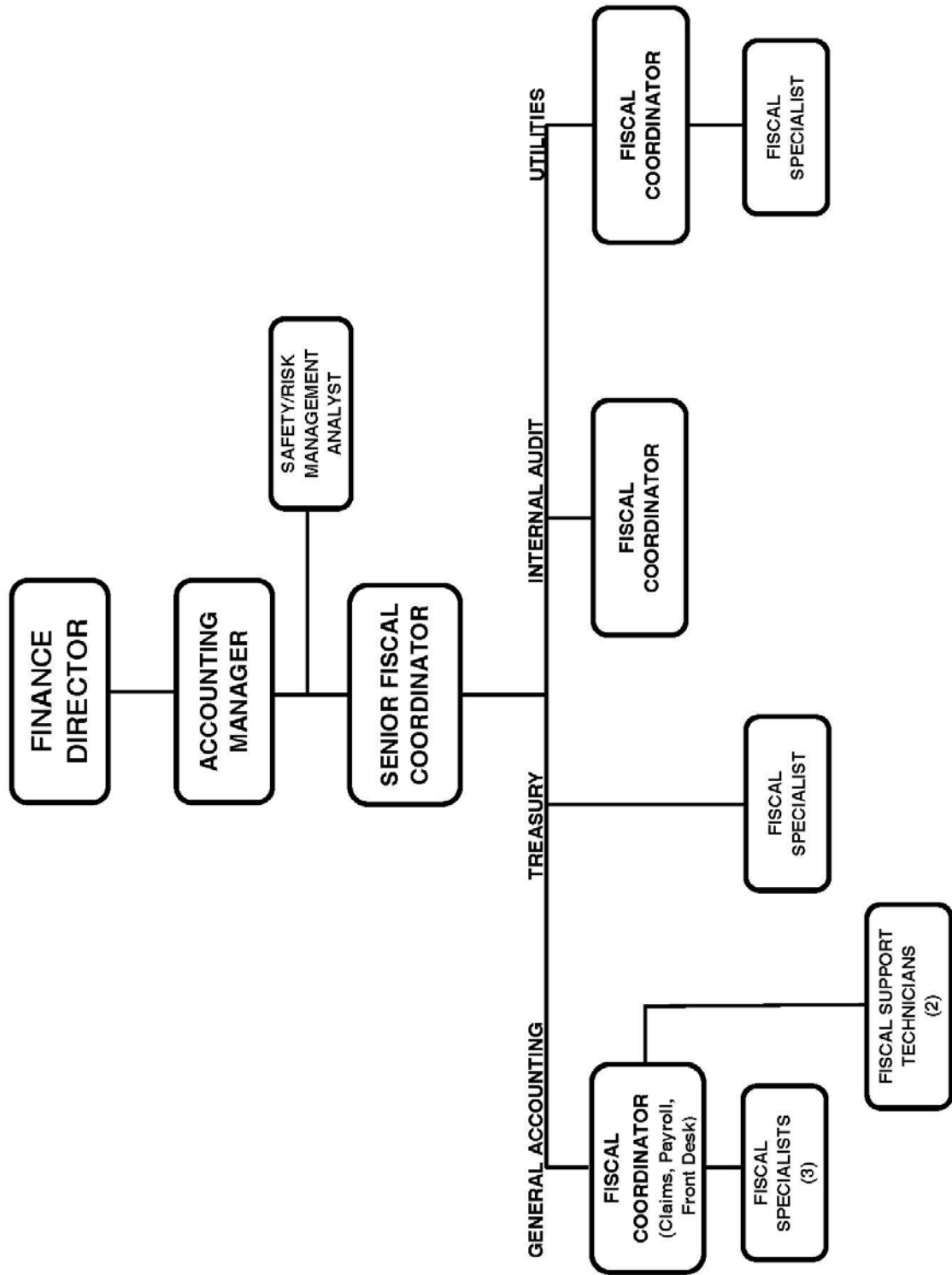
- Purchase tools and provide training to IT staff for Fiber Termination. **Completed.**
- Replace and upgrade all servers as needed to include disk space, processing speed, operating system and random-access memory (RAM). **DCD and City Hall completed. Ongoing.**
- Upgrade all workstations to Windows 2000 or XP, depending on existing licenses and budget considerations for additional licenses. **Completed.**
- Research and implement a reliable security solution for Intrusion Detection/Prevention System (IDS/IPS). **Pending.**
- Segment network via VLANS to increase network speed and efficiency. **Ongoing.**
- Implement 2006 budget initiatives as selected and approved by Mayor's Office. **Completed.**
- 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. **Completed.**

PROGRAM PERFORMANCE MEASURES:

	<u>2005 ACTUAL</u>	<u>2006 ESTIMATE</u>	<u>2007 PROJECTION</u>		
City-wide network connections in use	435	447	450		
Computer service requests	468	425	430		
	<u>2002</u>	<u>2003</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>
Personal Computers	260	261	289	300	259
Laptops	24	26	42	58	82
Printers	84	99	94	127	96
Servers	18	20	20	23	21

NOTES

FINANCE DEPARTMENT ORGANIZATION



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

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

Fund: *000-General*

PROGRAM DESCRIPTION:

The Finance Department provides an array of services that include financial data processing, treasury cash control, utility billing and collection, payroll, accounts payable, accounts receivable, grants management, preparation of the annual budget and comprehensive annual financial report, and risk management.

The Finance Department also serves as liaison to the State Auditor's Office during the annual audit of the City's compliance with legal and financial reporting requirements.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
10 Salaries & Wages	\$ 732,000	\$ 825,220	\$ 815,798	\$ 918,205
20 Personnel Benefits	205,000	231,951	260,664	327,383
30 Supplies	60,000	72,741	86,500	86,500
40 Other Services & Charges	266,000	322,441	379,750	379,750
60 Capital Outlays	3,000	0	5,000	5,000
TOTAL	\$ 1,266,000	\$ 1,452,353	\$ 1,547,712	\$ 1,716,838

BUDGET NARRATIVE:

"Salaries & Wages" includes a Finance Director, Accounting Manager, 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*

2007 PROGRAM GOALS:

- Complete Comprehensive Annual Financial Report (CAFR) by May 31, 2007.
- Develop Budget Manual by June 30, 2007.
- Develop Risk Management policies and procedures.

2006 PROGRAM GOALS:

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

PROGRAM PERFORMANCE MEASURES:

	2005 <u>ACTUAL</u>	2006 <u>ESTIMATE</u>	2007 <u>PROJECTION</u>
Water Shut-off Notices	422	285	300
Delinquent Billings (annual) - Water	1,353	1,212	1,300
Liens Filed - Surface Water	50	50	75
Claims Warrants Issued	8,325	8,300	8,500
Average No. Employees Paid Monthly	420	425	430
W2's Processed	561	560	565

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 ACTUAL	2006 BUDGET	2007 BUDGET
10 Salaries & Wages	\$ 5,000	\$ 4,756	\$ 2,500	\$ 2,500
20 Personnel Benefits	0	500	224	224
30 Supplies	5,000	4,061	5,000	5,000
40 Other Services & Charges	414,000	499,415	398,500	398,500
TOTAL	\$ 424,000	\$ 508,732	\$ 406,224	\$ 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

2007 PROGRAM GOALS:

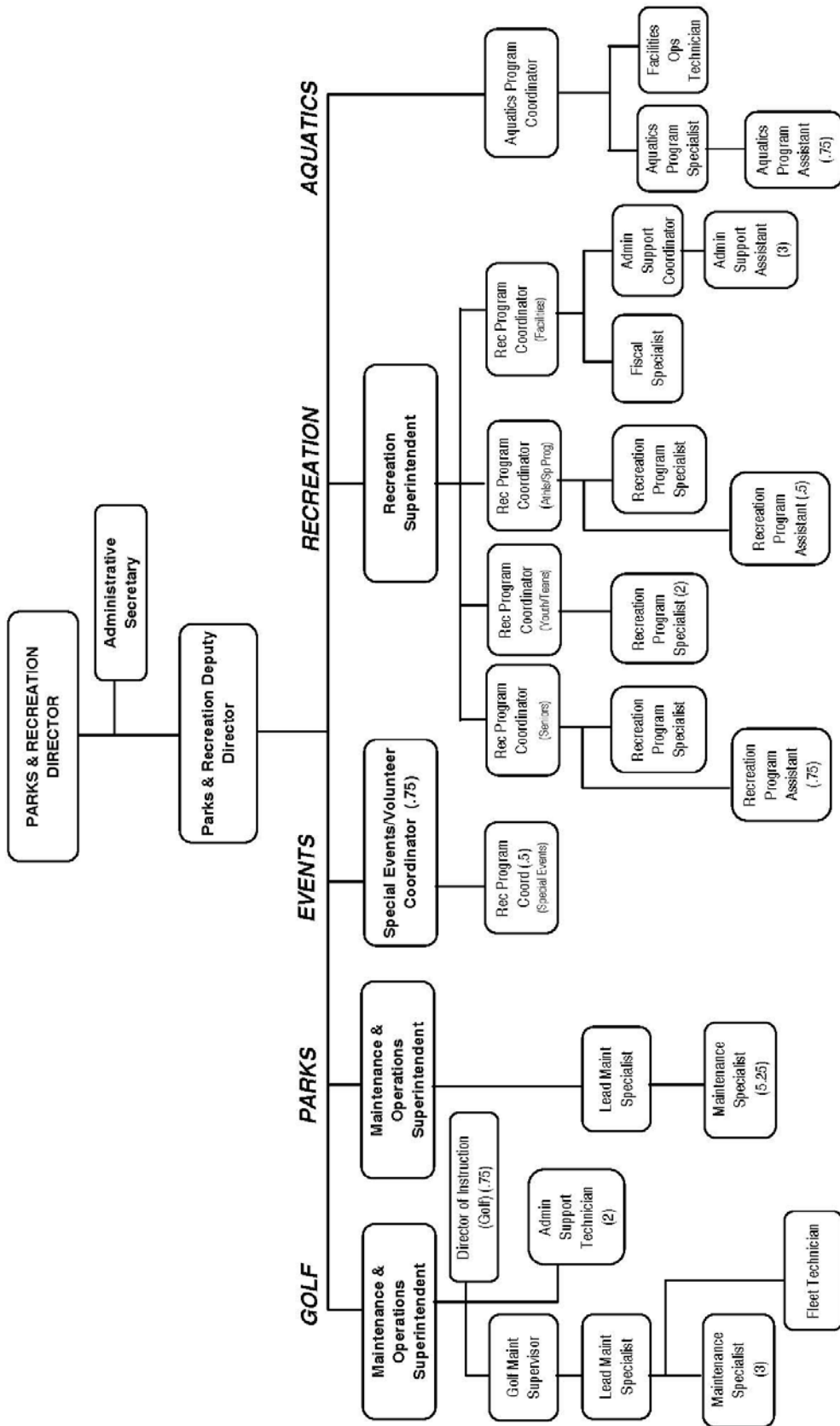
- Provide city-wide training in conjunction with Administrative Services related to personnel issues.
- Update and revise standardized contracts and other form documents.
- Work with City staff on Tukwila International Boulevard (Urban Renewal District) revitalization efforts from land use, public works 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.
- Assist staff in developing an LID program.
- 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, and Endangered Species Act issues. Critical Areas Ordinance completed.
- Develop operating procedures for litigation process.
- Work with City staff to develop streamlined procedures for administrative hearings and non-tort litigation.

2006 PROGRAM GOALS:

- Provide city-wide training in conjunction with Administrative Services related to personnel issues. **Ongoing.**
- Update and revise standardized contracts and other form documents. **Ongoing.**
- 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. **Deferred to 2007.**
- 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. **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, volunteer program, 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:

PROGRAM OBJECT	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
10 Salaries & Wages	\$ 210,000	\$ 224,237	\$ 232,359	\$ 240,168
20 Personnel Benefits	53,000	61,289	69,931	84,441
30 Supplies	2,000	1,588	4,000	4,000
40 Other Services & Charges	10,000	8,004	37,000	13,500
TOTAL	\$ 275,000	\$ 295,118	\$ 343,290	\$ 342,109

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 (\$2,500); 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*

2007 PROGRAM GOALS:

- Oversee and monitor all revenue generating programs in recreation, golf and aquatics.
- Develop a new Parks, Recreation and Golf Open Space 6-Year Plan for Council approval.
- Complete the new Macadam Winter Garden Park for public use.
- Manage Phase I development of Duwamish Riverbend Hill Park.

2006 PROGRAM GOALS:

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

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

Program: *Recreation Services*
Account: *07-574-200*
07-574-201
07-574-203

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 resources 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>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
10 Salaries & Wages	\$1,002,000	\$1,030,246	\$1,131,552	\$1,262,095
20 Personnel Benefits	251,000	272,002	312,983	436,023
30 Supplies	95,000	99,458	108,155	116,150
40 Other Services & Charges	240,000	336,060	449,791	463,548
60 Capital Outlays	30,000	9,688	59,720	40,000
TOTAL	\$1,618,000	\$1,747,454	\$2,062,201	\$2,317,816

BUDGET NARRATIVE:

“Salaries & Wages” includes a Recreation Superintendent; a .75 FTE Special Events/Volunteer Coordinator; an Administrative Support Coordinator; a Fiscal Specialist; four and ½-time (4.5) 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 (\$384,937) is distributed among the youth, teen, senior, athletic, rental, general programs; TCSC (\$48,565 - *see note below*); and Farmers Market (\$1,700 – *see note below*).

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

“Other Services & Charges” includes professional services (\$202,623); communication (\$24,100); travel (\$5,950); advertising (\$14,000); rentals (\$31,750); equipment rentals (\$35,185); repairs (\$18,400); printing (\$30,000); trip admissions (\$65,250); special accommodations (inclusion) (\$5,000); Backyard Wildlife Fair (\$10,000); volunteer annual picnic (\$5,000); and miscellaneous (\$16,290).

“Capital Outlays” reflects replacement equipment (\$30,000) and new office and fitness equipment (\$10,000).

Note: The total amount budgeted for the Tukwila Community Schools Collaborative (TCSC) Project is \$76,451 (see also pg. 136). The total amount budgeted for Tukwila Farmers Market is \$11,404.

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

Program: *Recreation Services*
Account: *07-574-200*
07-574-201
07-574-203

Fund: *000-General*

2007 PROGRAM GOALS:

- Implement Facility Booking software for rental reservations of TCC and park facilities.
- Increase participation in the Senior Deli program by 10%.
- Increase the number of new participants in the Senior programs by 5% through community outreach efforts.
- Provide increased staff support to new City-wide special events including the Car Show, Tukwila Centennial Celebration, and TCC Birthday Party.
- Develop programmed teen activities for the Skate Park.
- Add 10 more fitness opportunities for adults.
- Develop and increase preschool age programs and activities.
- Expand relationships with the School District to offer co-sponsored youth sports camps and clinics.

2006 PROGRAM GOALS:

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

NOTES

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

Program: *Recreation Services*
Account: *07-574-200*
07-574-201
07-574-203
07-576-200

Fund: *000-General*

PROGRAM PERFORMANCE MEASURES:

	2005 <u>ACTUAL</u>	2006 <u>ESTIMATE</u>	2007 <u>PROJECTION</u>
Number of programs conducted	630	630	650
Number of rental uses of Community Center	850	850	850

Units of Participation (Total Hours)

Athletics	65,000	65,000	65,000
Seniors	28,000	28,000	30,000
Youth/Teen	72,000	78,000	80,000
Rentals	<u>64,000</u>	<u>64,000</u>	<u>64,000</u>
<i>Total Units of Participation</i>	229,000	235,000	239,000

	2005 <u>ACTUAL</u>	2006 <u>ESTIMATE</u>	2007 <u>PROJECTION</u>
General Recreation Revenues	\$449,397	\$416,000	\$450,000
Activities Revenues – Recreation	94,877	104,000	108,250
Senior Meal Program Revenues	20,678	20,000	22,000
Rental Revenues – TCC	191,329	218,400	218,400
Total Revenues – Pool	<u>189,940</u>	<u>205,920</u>	<u>221,600</u>
<i>Total Revenues</i>	<u>\$946,221</u>	<u>\$964,320</u>	<u>\$1,020,250</u>

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 includes both part and full-time employees, are the resources 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>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
10 Salaries & Wages	\$ 248,000	\$ 269,225	\$ 276,568	\$ 300,632
20 Personnel Benefits	65,000	72,415	81,067	111,985
30 Supplies	17,000	12,711	13,000	14,000
40 Other Services & Charges	111,000	112,562	110,100	112,100
60 Capital Outlays	0	0	2,000	5,000
TOTAL	\$ 441,000	\$ 466,913	\$ 482,735	\$ 543,717

BUDGET NARRATIVE:

“Salaries & Wages” includes an Aquatics Program Coordinator, Aquatics Program Specialist, a Facilities Operations Technician, and a ¾-time Aquatics Program Assistant. Extra labor of (\$96,150) 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 (\$10,000); and miscellaneous (\$2,000).

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

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

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

Fund: *000-General*

2007 PROGRAM GOALS:

- Increase Aquatic Program Fee revenue by 10% of the 2006 total.
- Significantly improve the facility's look and feel by replacing the pool liner and tile, and by upgrading the pool's HVAC controls and capabilities.
- Replace starting blocks with corporate sponsored Quikblox.
- RegROUT tile and replace broken tile in both the men's and women's locker rooms.
- Offer CPR classes to the community and City of Tukwila personnel at least once per quarter.
- Offer after school programs for Tukwila School District students in the spring.
- Continue to work with the Tukwila Community Center in marketing and making pool time available for TCC's special events and camps.

2006 PROGRAM GOALS:

- Ensure that 100% of all pool staff is trained for Automated External Defibrillator (AED) emergency lifesaving use. ***Completed and ongoing.***
- Increase aquatic revenue fee and rental use by 10% over 2005 total. ***In progress.***
- Continue to upgrade the 30-year-old facility with HVAC efficiency and capabilities. ***Ongoing.***
- Recruit, train and maintain more quality lifeguards and swim instructors for city swim programs. ***Completed and 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>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
10 Salaries & Wages	\$ 382,000	\$ 403,268	\$ 432,946	\$ 446,688
20 Personnel Benefits	118,000	125,124	144,023	171,475
30 Supplies	45,000	48,681	49,500	49,500
40 Other Services & Charges	200,000	214,991	256,113	266,581
60 Capital Outlays	6,000	21,813	22,500	12,500
TOTAL	\$ 751,000	\$ 813,877	\$ 905,082	\$ 946,744

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 (\$60,481); rentals (\$8,000); utilities (\$115,000); Fort Dent maintenance (\$23,000); security services (\$18,000); repairs and maintenance (\$27,500); TCC parking lot stripping (\$5,000); and miscellaneous (\$4,000).

“Capital Outlays” includes TCC playground equipment for the preschool (\$10,000); and hanging flower baskets (\$2,500).

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

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

2007 PROGRAM GOALS:

- Assimilate new parks into the Parks Division (Codiga Farm Park, Macadam Winter Garden, Cascade View Community Park Phase II) and develop maintenance plans for each.
- Continue with flower basket program
- Add playground equipment for pre-school age users at the Tukwila Community Center.
- Provide assistance to Recreation Division for City-wide special events including Backyard Wildlife Fair and Tukwila International Farmer's Market.
- Provide additional handicap parking at Tukwila Community Center parking lot.
- Oversee all volunteer park enhancement projects annually.

2006 PROGRAM GOALS:

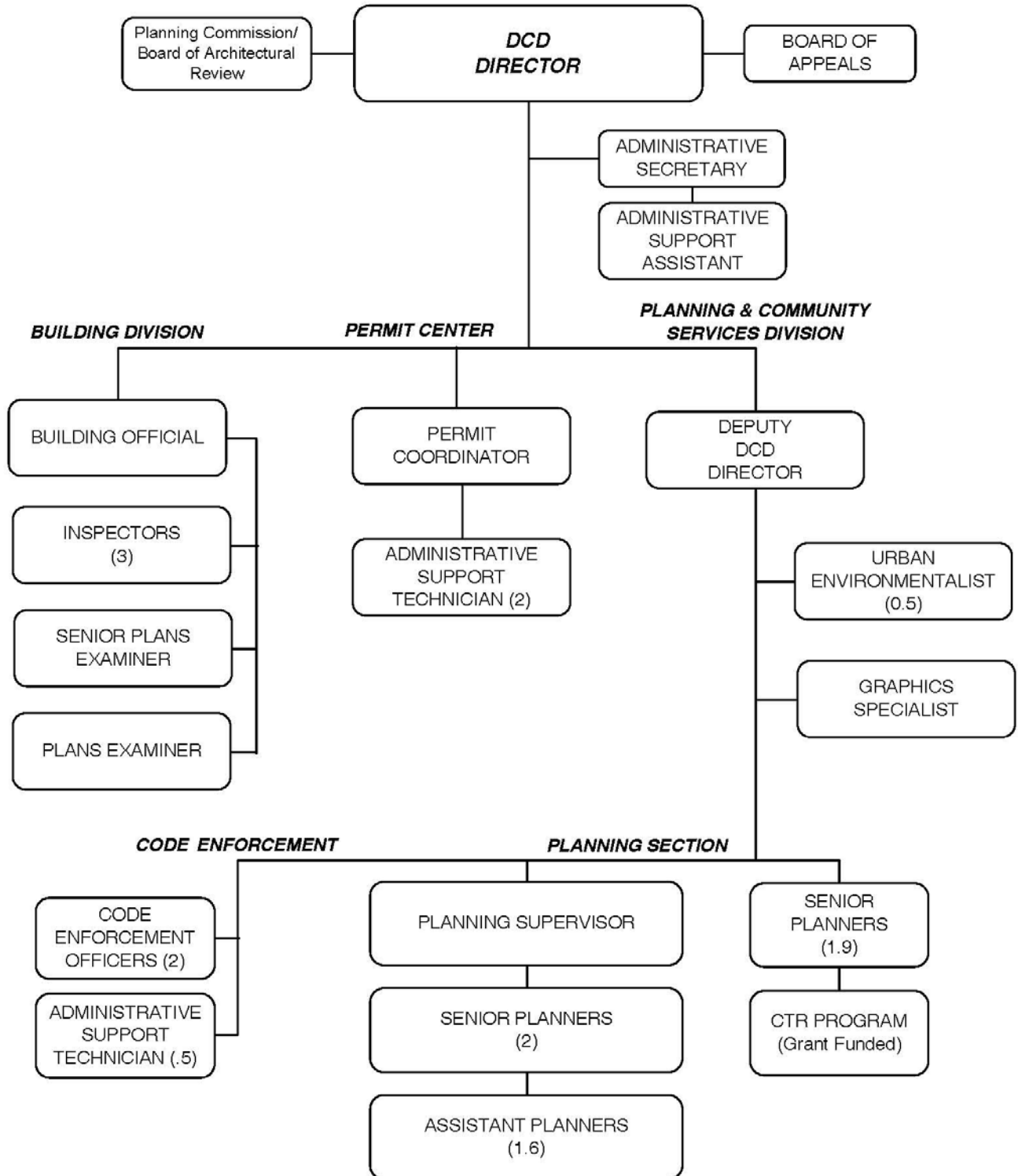
- Assimilate new parks into the Parks Division (Codiga Farm Park and Macadam Winter Garden) and develop maintenance plans for each. ***Deferred to 2007.***
- Provide assistance to the Recreation Division for City-wide special events including the Backyard Wildlife Fair and the Tukwila International Farmer's Market. ***Completed.***
- Reinstate flower basket program. ***Completed.***
- Replace swings and playground equipment at Tukwila Park. ***Completed.***
- Design and construct a new Pea Patch Garden at Cascade View Community Park. ***Completed, patch relocated to Riverton Park.***
- Oversee all volunteer park enhancement projects annually. ***Completed and ongoing.***

PROGRAM PERFORMANCE MEASURES:

	2005 <u>ACTUAL</u>	2006 <u>ESTIMATE</u>	2007 <u>PROJECTION</u>
Developed park and building grounds (acres)	158	158	158
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	\$4,800	\$5,000	\$5,500

NOTES

DEPARTMENT OF COMMUNITY DEVELOPMENT



2007 BUDGET

SUMMARY

DEPARTMENT OF COMMUNITY DEVELOPMENT

<u>DEPARTMENT</u>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
Administration	\$ 297,000	\$ 398,425	\$ 353,824	\$ 391,236
Planning	1,333,000	1,004,626	1,219,200	1,301,280
Code Enforcement	99,000	116,266	148,452	197,092
Permit Coordination	163,000	163,261	200,565	227,402
Building	431,000	470,585	569,412	626,564
TOTALS	\$ 2,323,000	\$ 2,153,163	\$ 2,491,453	\$ 2,743,574

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 ACTUAL	2006 BUDGET	2007 BUDGET
10 Salaries & Wages	\$ 202,000	\$ 205,815	\$ 227,408	\$ 220,159
20 Personnel Benefits	50,000	52,658	62,416	75,077
30 Supplies	3,000	4,237	3,000	3,000
40 Other Services & Charges	42,000	135,715	61,000	93,000
TOTAL	\$ 297,000	\$ 398,425	\$ 353,824	\$ 391,236

BUDGET NARRATIVE:

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

“Other Services & Charges” includes professional services (\$40,000); sign code update (\$45,000); repairs (\$3,000); travel (\$3,000); and miscellaneous (\$2,000).

Department: *Community Development*
Division: *Planning*

Program: *Planning*
Account: *08-558-600*
08-558-601
08-558-602
08-558-604

Fund: *000-General*

PROGRAM DESCRIPTION:

The Planning and Community Services Division is responsible for processing applications for development under the Zoning Code, Subdivision Ordinance, Sign Code, SEPA Ordinance, Comprehensive Plan and Shoreline Master Program. The development process includes preparation of staff reports for the Planning Commission, Board of Architectural Review, and Hearings Examiner. Per the Growth Management Act, the Division manages the update of the Comprehensive Plan through the Planning Commission and City Council. This also involves coordination of issues through other agencies of the State, County and other cities. This division also manages the City's residential and commercial recycling program, and administers the community-wide Commute Trip Reduction (CTR) Program and the City's graphics services.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>	<u>2007 BUDGET</u>
10 Salaries & Wages	\$ 683,000	\$ 706,799	\$ 740,686	\$ 748,956
20 Personnel Benefits	172,000	158,672	181,057	238,461
30 Supplies	15,000	15,495	17,334	20,500
40 Other Services & Charges	430,000	103,568	248,798	266,258
50 Intergovt. Services & Taxes	10,000	4,990	21,325	17,105
60 Capital Outlays	23,000	15,102	10,000	10,000
TOTAL	\$1,333,000	\$1,004,626	\$1,219,200	\$1,301,280

BUDGET NARRATIVE:

"Salaries & Wages" includes a Deputy DCD Director, a half-time (.5) Urban Environmentalist, one full-time and one part-time (1.625) Assistant Planners; two full-time and three part-time (3.875) Senior Planners; a Planning Supervisor, and a Graphics Specialist. Extra labor .5 grant funded position for CTR program of (\$23,484) is included.

"Supplies" includes those needed for planning (\$11,000); Transit Oriented Development Project (\$2,500); graphics (\$6,000); and CTR Program (\$1,000).

"Other Services & Charges" includes SEPA consultants (\$20,000); miscellaneous professional services (\$31,000); professional services for Transit Oriented Development Project (\$29,834); professional services for GMA Grant (\$35,000); Shoreline Master Plan Update (\$65,000); recycling program (\$63,724); CTR Program (\$5,700); communication (\$2,000); travel (\$2,000); repairs and maintenance (\$5,000); and miscellaneous (\$7,000).

"Capital Outlays" reflects replacement equipment.

Department: Community Development **Program:** Administration & Planning
Division: Administration **Account:** 08-558-100 **Fund:** 000-General

2007 PROGRAM GOALS:

- Complete Tukwila South Master Plan and Annexation.
- Complete draft update of Shoreline Management Master Program.
- Complete Tukwila Urban Center Plan/Planned Action Designation.
- Review/update Manufacturing Industrial Center Planned Action.
- Complete draft Bicycle/Pedestrian “Walk and Roll” Plan.
- Review Small Lot Residential Development Policies and Standards.
- Review/update Sign Code.

2006 PROGRAM GOALS:

- Complete Tukwila Urban Center Plan and Supplemental Environmental Impact Statement for the Tukwila Urban Center “Planned Action” designation. **Ongoing.**
- Complete Tukwila South Master Plan and Annexation. **Ongoing.**
- Public review and decision on off-site wetland mitigation. **Completed.**
- Public review and decision on cell facility master plan. **Completed.**
- Inventory and draft Shoreline Master Plan update. **Ongoing.**
- Miscellaneous zoning code update. **Completed.**

Department: *Community Development*
Division: *Planning*

Program: *Code Enforcement*
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>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
10 Salaries & Wages	\$ 67,000	\$ 78,168	\$ 98,174	\$ 126,508
20 Personnel Benefits	25,000	29,642	41,251	56,947
30 Supplies	2,000	2,834	1,500	3,000
40 Other Services & Charges	5,000	5,622	7,527	10,637
TOTAL	\$ 99,000	\$ 116,266	\$ 148,452	\$ 197,092

BUDGET NARRATIVE:

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

“Other Services & Charges” includes professional services (\$3,000); travel (\$2,000); equipment rental (\$3,637); public utility services (\$1,000); and miscellaneous (\$1,000).

2007 PROGRAM GOALS:

- Develop proposal for Rental Housing Licensing Program.
- Develop proposal for Vacant Structure Program.

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.
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 ACTUAL</u>	<u>2006 BUDGET</u>	<u>2007 BUDGET</u>
10 Salaries & Wages	\$ 104,000	\$ 101,274	\$ 120,548	\$ 157,258
20 Personnel Benefits	32,000	28,248	38,717	50,644
30 Supplies	2,000	2,055	1,500	2,500
40 Other Services & Charges	25,000	31,684	39,800	42,000
TOTAL	\$ 163,000	\$ 163,261	\$ 200,565	\$ 252,402

BUDGET NARRATIVE:

“Salaries & Wages” includes a Permit Coordinator and two (2) 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 (\$38,000); travel (\$2,000); 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 ACTUAL</u>	<u>2006 BUDGET</u>	<u>2007 BUDGET</u>
10 Salaries & Wages	\$ 294,000	\$ 312,295	\$ 356,268	\$ 384,800
20 Personnel Benefits	97,000	102,593	130,193	164,173
30 Supplies	4,000	3,474	3,900	6,650
40 Other Services & Charges	36,000	52,223	79,051	70,941
TOTAL	\$ 431,000	\$ 470,585	\$ 569,412	\$ 626,564

BUDGET NARRATIVE:

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

“Supplies” includes office and operating supplies (\$3,000); digital printer upgrade (\$2,450); and small tools and minor equipment (\$1,200).

“Other Services & Charges” includes professional services (\$50,000) which partially includes special inspection of the Southcenter Mall redevelopment project; travel (\$3,000); equipment rental (\$12,314); plumbing code (\$2,127); repairs and maintenance (\$500); and miscellaneous (\$3,000).

Department: *Community Development* **Program:** *Permit Coordination & Building*
Division: *Permit Coordination & Building* **Account:** *08-559-100* **Fund:** *000-General*
08-559-600

2007 PROGRAM GOALS:

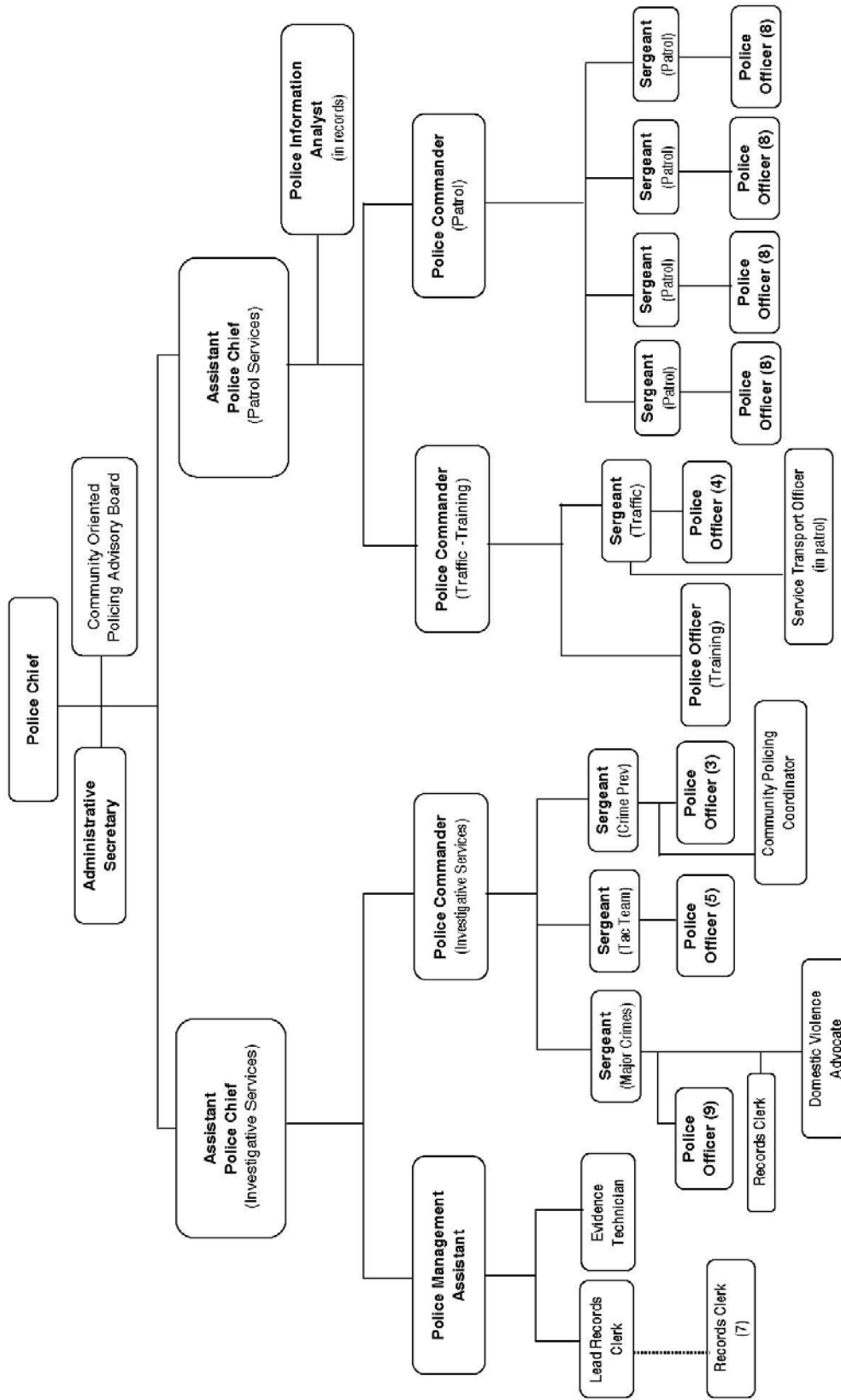
- Assume responsibility for Electrical Code permitting and inspections.
- Adopt 2006 State Building Code.
- Provide necessary training related to State Electrical Code and 2006 State Building Code.
- Develop Information bulletins for Building, Mechanical, Plumbing, Electrical, and Fuel Gas Codes.
- Develop Combination Building Permit for single family residential construction.

2006 PROGRAM GOALS:

- Evaluate current permit procedures and application requirements to ensure consistency with International Building Code and simplify where possible. **Completed.**
- Complete annual update of assessor's data in Permits Plus. **Completed.**
- Develop standard operating procedures covering Building Division responsibilities as part of emergency management plan. **Completed.**
- Evaluate staff training needs and provide necessary training related to Uniform Plumbing Code and International Fuel Gas Code. **Completed.**
- Assume enforcement and inspection responsibilities for Uniform Plumbing and International Fuel Gas Codes. **Completed.**
- Develop information bulletins for Building, Mechanical Plumbing, and Fuel Gas Codes. **Deferred to 2007.**
- Evaluate feasibility of assuming responsibility for Electrical Code permitting and inspections. **Completed.**

NOTES

Tukwila Police Department



NOTES

2007 BUDGET

SUMMARY

POLICE DEPARTMENT

<u>PROGRAM OBJECT</u>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
Administration	\$ 1,039,000	\$ 895,468	\$ 1,168,285	\$ 1,258,445
Patrol:	5,448,000	5,526,320	5,441,722	5,813,144
<i>Traffic</i>	339,000	424,158	539,433	612,385
<i>Training</i>	183,000	179,444	201,900	207,642
Special Services	1,088,000	1,118,059	1,205,629	1,372,534
Investigations:				
<i>Investigation (Major Crimes)</i>	1,049,000	1,105,860	1,222,350	1,290,917
<i>Gambling/Special Ops/ TAC Team</i>	841,000	857,767	849,431	903,485
<i>Crime Prevention</i>	292,000	396,737	501,328	535,434
TOTALS	\$ 10,279,000	\$ 10,503,813	\$11,130,078	\$ 11,993,986

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 ACTUAL	2006 BUDGET	2007 BUDGET
10 Salaries & Wages	\$ 616,000	\$ 576,341	\$ 648,776	\$ 675,862
20 Personnel Benefits	163,000	159,830	180,825	223,856
30 Supplies	10,000	9,294	9,000	9,000
40 Other Services & Charges	250,000	150,003	329,684	339,227
50 Intergovt. Services & Taxes	0	0	0	10,500
TOTAL	\$ 1,039,000	\$ 895,468	\$1,168,285	\$1,258,445

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 (\$8,525); communication (\$5,040); equipment rental (\$34,123); insurance (\$236,000); repairs and maintenance (radios) (\$42,119); other repairs (\$7,740); travel (\$1,500); advertising (\$400); volunteer appreciation (\$1,250); and miscellaneous (\$2,530).

“Intergovernmental” reflects Tukwila’s share for a Valley Special Response Team (VSRT) Training Officer (\$7,000); and Regional Automated Information Network (RAIN) agreement (\$3,500).

Department: *Police* **Program:** *Administration*
Division: *Administration* **Account:** *10-521-100* **Fund:** *000-General*

2007 PROGRAM GOALS:

- Recognize excellent performance.
- Resolve community problems through partnerships and problem solving.
- Work with and strengthen regional partnerships.

2006 PROGRAM GOALS:

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

PROGRAM PERFORMANCE MEASURES:

	<u>2005 ACTUAL</u>	<u>2006 ESTIMATE</u>	<u>2007 PROJECTION</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>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
10 Salaries & Wages	\$ 3,095,000	\$ 2,860,992	\$ 2,970,029	\$ 3,096,454
20 Personnel Benefits	1,030,000	1,002,694	1,119,781	1,281,247
30 Supplies	40,000	52,971	35,634	35,634
40 Other Services & Charges	390,000	479,681	504,353	587,884
50 Intergovt. Services & Taxes	820,000	1,000,185	770,000	770,000
60 Capital Outlays	73,000	129,797	41,925	41,925
TOTAL	\$ 5,448,000	\$ 5,526,320	\$ 5,441,722	\$ 5,813,144

BUDGET NARRATIVE:

“Salaries & Wages” includes one (1) Master Sergeant and three (3) 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 Special Response Team (SRT) supplies (\$8,930).

“Other Services & Charges” includes professional services (\$2,000); communication (\$30,000); equipment rental (\$476,354); Justice and Assistance Grant (\$20,000); repairs and maintenance (\$48,000); 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*

2007 PROGRAM GOALS:

- Advance officer safety through upgrades in equipment and training.
- Enhance response capabilities to incidents of terrorism and weapons of mass destruction.
- Focus patrol resources to improve safety in public spaces.
- Complete the in-car video program.

2006 PROGRAM GOALS:

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

PROGRAM PERFORMANCE MEASURES:

	<u>2005 ACTUAL</u>	<u>2006 ESTIMATE</u>	<u>2007 PROJECTION</u>
Calls for Service	32,922	35,800	36,000
Case Reports Generated	9,308	10,000	10,000
Response Time (Emergency)			
Priority 1	2.94 min.	2.87 min.	2.87 min.
Priority 2	10.64 min.	9 min.	9 min.
Response Time (Non-Emergency)	18.5 min.	18.2 min.	18 min.
Adult Arrests	2,141	2,500	2,500
Juvenile Arrests	239	334	340

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 ACTUAL	2006 BUDGET	2007 BUDGET
10 Salaries & Wages	\$ 467,000	\$ 525,050	\$ 543,926	\$ 576,480
20 Personnel Benefits	130,000	148,831	164,942	206,418
30 Supplies	20,000	21,932	31,900	31,900
40 Other Services & Charges	36,000	32,548	63,478	56,978
50 Intergovt. Services & Taxes	385,000	381,138	392,683	492,058
60 Capital Outlays	50,000	8,560	8,700	8,700
TOTAL	\$ 1,088,000	\$ 1,118,059	\$ 1,205,629	\$ 1,372,534

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 (\$5,000); and miscellaneous (\$1,500).

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

“Capital Outlays” reflects replacement equipment.

Department: *Police*
Division: *Special Services*

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

Fund: *000-General*

2007 PROGRAM GOALS:

- Update the Records Manual to include current task outlines and procedures.
- Destroy all records maintained by the Records Division that exceed or meet minimum general retention schedule requirements.
- Prepare firearms and narcotics held in evidence for destruction.
- Prepare and submit items of evidence for auction, as appropriate.

2006 PROGRAM GOALS:

- Ensure Records and Evidence Units are prepared for the accreditation process. ***Completed.***
- Update Records Manual to include current task outlines and procedures. ***Completed.***
- Destroy all records maintained by the Records Division that exceed or meet minimum general retention schedule requirements. ***Completed.***
- Prepare firearms and narcotics held in evidence for destruction. ***Completed.***
- Prepare and submit items of evidence for auction, as appropriate. ***Completed.***
- Barcode all film negatives and latent fingerprints. ***Completed.***

PROGRAM STATISTICAL DATA:

	<u>2005</u> <u>ACTUAL</u>	<u>2006</u> <u>ESTIMATE</u>	<u>2007</u> <u>PROJECTION</u>
Concealed Pistol Licenses	64	105	110
Field Interview Cards Entered	652	829	850
Telephone Calls	52,887	47,000	47,000
Prisoners Logged/Monitored	2,230	2,900	2,900

Department: *Police*

Division: *Operations/Investigations*

Program: *Investigation (Major Crimes)*

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 ACTUAL	2006 BUDGET	2007 BUDGET
10 Salaries & Wages	\$ 769,000	\$ 811,920	\$ 879,809	\$ 920,211
20 Personnel Benefits	225,000	224,247	259,775	284,846
30 Supplies	2,000	4,566	4,400	4,400
40 Other Services & Charges	48,000	60,202	70,366	77,660
60 Capital Outlays	5,000	4,925	8,000	3,800
TOTAL	\$1,049,000	\$1,105,860	\$1,222,350	\$1,290,917

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 (\$52,610); travel (\$1,000); repairs and maintenance (\$8,300); and miscellaneous (\$1,500).

“Capital Outlays” reflects replacement equipment (\$3,800).

Division: *Operations/Investigations*

Program: *Investigation (Major Crimes)*

Account: 10-521-210

Fund: 000-General

2007 PROGRAM GOALS:

- Assess detective assignments and make necessary adjustments in order to increase efficiency.
- Evaluate and adjust investigative priorities.
- Integrate Major Crimes Unit (MCU) with our community outreach efforts.
- Conduct quarterly reviews in order to assess effectiveness and direction of the Unit.

2006 PROGRAM GOALS:

- Assess detective assignments and make necessary adjustments in order to increase efficiency. **Ongoing.**
- Evaluate and adjust investigative priorities. **Ongoing.**
- Evaluate and refine Registered Sex Offender process. **Completed.**
- Integrate Major Crimes Unit (MCU) with community involvement. **Ongoing.**
- Conduct quarterly reviews in order to assess effectiveness and direction of the Unit. **Completed.**

PROGRAM PERFORMANCE MEASURES:

	2005 <u>ACTUAL</u>	2006 <u>ESTIMATE</u>	2007 <u>PROJECTION</u>
Average UCR Clearance (Part I)	27%	27%	27%
Case Assigned (MC)	674	680	700
Average Detective Caseload:			
• Persons crimes	14	14	14
• Property crimes	35	35	35

Department: Police

Division: Operations/Investigations

Program: Gambling/Special Operations/TAC Team

Account: 10-521-250

Fund: 000-General

PROGRAM DESCRIPTION

This unit, internally referred to as Tukwila Anti-Crime Team (TAC Team), 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 ACTUAL	2006 BUDGET	2007 BUDGET
10 Salaries & Wages	\$ 508,000	\$ 562,235	\$ 530,688	\$ 549,995
20 Personnel Benefits	140,000	158,973	162,023	195,527
30 Supplies	3,000	6,439	6,000	6,000
40 Other Services & Charges	61,000	45,070	43,720	44,963
60 Capital Outlays	129,000	85,050	107,000	107,000
TOTAL	\$ 841,000	\$ 857,767	\$ 849,431	\$ 903,485

BUDGET NARRATIVE:

“Salaries & Wages” includes one (1) Master Sergeant, five (5) Master Police Officers one of which is assigned to VNET (Valley Narcotics Enforcement Team).

“Other Services & Charges” includes communication (\$3,000); operating leases for undercover vehicles (\$16,320); equipment rental (\$14,643); repairs and maintenance (\$1,000); 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 98 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 ACTUAL	2006 BUDGET	2007 BUDGET
10 Salaries & Wages	\$ 218,000	\$ 299,094	\$ 374,406	\$ 389,122
20 Personnel Benefits	50,000	75,099	97,242	118,311
30 Supplies	9,000	6,272	8,800	8,800
40 Other Services & Charges	15,000	16,272	20,880	19,201
TOTAL	\$ 292,000	\$ 396,737	\$ 501,328	\$ 535,434

BUDGET NARRATIVE:

“Salaries & Wages” reflects one (1) Master Police Sergeant, three (3) Police Officers (school resource, accreditation, and crime prevention officers), 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 (\$6,101); communication (\$2,200); advertising (\$400); rentals (\$1,100); utilities (\$1,000); repairs and maintenance (\$1,000); and miscellaneous (\$7,400).

See page 98 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>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
10 Salaries & Wages	\$ 80,000	\$ 91,754	\$ 80,912	\$ 83,518
20 Personnel Benefits	24,000	27,464	28,413	31,549
30 Supplies	25,000	22,594	25,300	25,300
40 Other Services & Charges	54,000	37,632	67,275	67,275
TOTAL	\$ 183,000	\$ 179,444	\$ 201,900	\$ 207,642

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); rentals (\$4,500); repairs and maintenance (\$150); and miscellaneous (\$29,625).

See page 98 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.U.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 ACTUAL</u>	<u>2006 BUDGET</u>	<u>2007 BUDGET</u>
10 Salaries & Wages	\$ 227,000	\$ 292,272	\$ 393,613	\$ 415,058
20 Personnel Benefits	69,000	84,058	93,759	137,747
30 Supplies	2,000	2,538	1,600	1,600
40 Other Services & Charges	41,000	45,290	50,461	57,980
TOTAL	\$ 339,000	\$ 424,158	\$ 539,433	\$ 612,385

BUDGET NARRATIVE:

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

“Other Services & Charges” includes communication (\$3,000); equipment rental (\$49,680); repairs (\$4,800); and miscellaneous (\$500).

See page 98 for Goals/Accomplishments.

Department: <i>Police</i>	Program: <i>Spec Operats/Crime Prev/Train/Traffic</i>
Division: <i>Operations/Investigations</i>	Account: <i>10-521-250</i>
<i>Support Svcs.</i>	Fund: <i>000-General</i>
	<i>10-521-300</i>
	<i>10-521-400</i>
	<i>10-521-700</i>

2007 PROGRAM GOALS:

- Conduct quarterly reviews in order to assess effectiveness and direction of the Unit.
- Maintain crime prevention programs that facilitate our partnerships with the community.
- Reduce the impact of crimes related to drugs, vice and gangs through proactive enforcement.
- Reduce speeding through increased visibility and traffic enforcement.
- Reduce traffic collisions in targeted areas of the City.

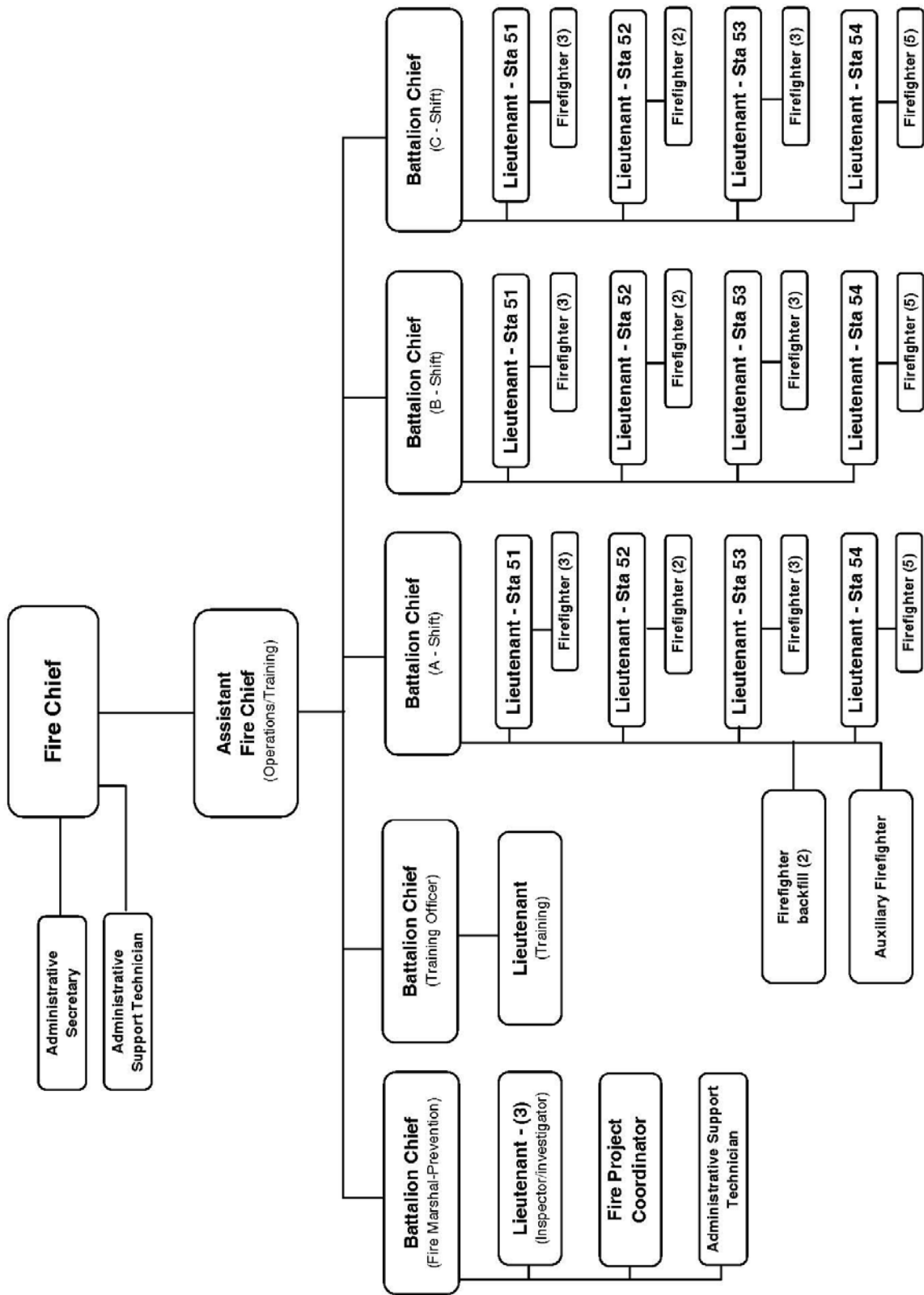
2006 PROGRAM GOALS:

- Conduct quarterly reviews of the Units in order to assess effectiveness and direction in each area. ***Completed.***
- Maintain crime prevention programs that facilitate our partnerships with the community. ***Ongoing.***
- Reduce the impact of crimes related to drugs, vice and gangs through proactive enforcement. ***Ongoing.***
- Reduce traffic collisions in targeted areas of the City. ***Ongoing.***
- Reduce speeding through increased visibility and traffic enforcement. ***Ongoing.***

PROGRAM PERFORMANCE MEASURES:

	<u>2005 ACTUAL</u>	<u>2006 ESTIMATE</u>	<u>2007 PROJECTION</u>
D.A.R.E. program (classes)	9	9	9
Drug investigations	42	150	170
Vice arrests	42	90	100
Asset seizures	\$40,000	\$40,000	\$40,000
Crime Free Multi-Housing:			
•Full Certification	27	27	27
•Managers/Owners trained	28	28	28

Tukwila Fire Department



NOTES

2007 BUDGET

SUMMARY

FIRE DEPARTMENT

<u>PROGRAM OBJECT</u>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
Administration	\$ 555,000	\$ 567,812	\$ 582,894	\$ 650,324
Suppression	6,788,000	6,876,887	7,024,166	7,677,950
Prevention & Investigation	401,000	528,917	659,221	750,035
Training	234,000	234,340	245,865	263,929
Facilities	91,000	101,767	106,500	106,500
Special Operations	56,000	65,987	74,653	58,223
Ambulance, Rescue & Emergency	180,000	159,334	177,344	201,897
TOTALS	\$ 8,305,000	\$ 8,535,044	\$ 8,870,643	\$ 9,708,858

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>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
10 Salaries & Wages	\$ 306,000	\$ 316,961	\$ 332,764	\$ 342,406
20 Personnel Benefits	77,000	80,067	81,004	93,949
30 Supplies	7,000	5,217	6,000	6,000
40 Other Services & Charges	160,000	154,508	153,126	162,969
60 Capital Outlays	5,000	11,059	10,000	45,000
TOTAL	\$ 555,000	\$ 567,812	\$ 582,894	650,324

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 (\$33,472); insurance (\$91,000); operating rentals and leases (\$6,500); repairs and maintenance (\$13,414); and miscellaneous (\$9,583).

“Capital Outlays” reflects replacement office furniture (\$8,500); and Telestaff computer program (\$36,500).

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

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

Fund: *000-General*

2007 PROGRAM GOALS:

- Conduct annual management training.
- Review and update department policies and procedures as needed.
- Coordinate preparation for pandemic flu.
- Coordinate NIMS training for City personnel.
- Add, upgrade or replace department computers as needed.
- Apply for applicable grants.
- Order replacement engine.
- Update six-year plan.

2006 PROGRAM GOALS:

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

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

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

Fund: *000-General*

PROGRAM DESCRIPTION:

The primary responsibility 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 non-emergency. Responses to emergencies include, but are not limited to, fire, medical aid, transportation accidents, property damage, operations level hazardous materials and rescues. The division also supports other fire operations such as specialized/technical rescue response, technical hazardous materials response, training, fire prevention, public education, public relations, and business inspections. The division engages in continuous and ongoing training in area of responsibility.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
10 Salaries & Wages	\$ 4,636,000	\$ 4,657,084	\$ 4,736,296	\$ 5,053,656
20 Personnel Benefits	1,239,000	1,332,594	1,494,251	1,673,927
30 Supplies	73,000	102,832	90,000	75,000
40 Other Services & Charges	208,000	229,437	259,000	284,561
50 Intergovt. Services & Taxes	93,000	94,709	90,619	127,106
60 Capital Outlays	294,000	214,786	108,000	67,700
00 Other	245,000	245,445	246,000	396,000
TOTAL	\$ 6,788,000	\$ 6,876,887	\$ 7,024,166	\$ 7,677,950

BUDGET NARRATIVE:

“Salaries & Wages” includes three (3) Battalion Chiefs, twelve (12) Lieutenants, thirty-nine (39) firefighters, two (2) backfill firefighters, and an auxiliary firefighter added in 2007.

“Supplies” includes operating supplies (\$20,000); fire equipment (\$20,000); safety/health (\$11,000); Explorers (\$4,000); new employee supplies (\$10,000); and small tools (\$10,000).

“Other Services & Charges” includes professional services (\$24,300); communication (\$500); equipment rental (\$215,053); repairs (\$15,000); uniform cleaning (\$25,608); and miscellaneous (\$4,100).

“Intergovernmental Services & Taxes” reflects the fire suppression share of Valley Com.
(See also page 114).

“Capital Outlays” includes bunker gear replacement (\$25,000); bunker gear storage (\$11,700); replacement MDC's & VRM's (\$10,000); hoses and nozzle (\$5,500); Accountability Boards (\$7,500); and radio ear phone kits (\$8,000).

“Other” includes contribution to the Water Fund for hydrant rental (\$96,000) and contribution to the Fire Equipment Cumulative Reserve Fund (\$300,000), see page 144.

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

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

Fund: *000-General*

2007 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.
- Participate in scheduled training: department, zone, regional, national.
- Complete process of outfitting and placing replacement fire engine in service.
- Provide specifications for replacement of fire engine in 2007 budget year.
- Develop small tool replacement schedule.

2006 PROGRAM GOALS:

- Test all fire hoses, apparatus pumps and ladders to meet manufacturer's specifications. ***Completed.***
- Complete all assigned company level inspections. ***Ongoing.***
- Participate in public education events. ***Ongoing.***
- Develop nozzle replacement schedule. ***Completed.***
- Develop hose replacement schedule. ***Completed.***
- Develop small tool replacement schedule. ***Deferred to 2007.***

PROGRAM PERFORMANCE MEASUREMENTS:

	2005 <u>ACTUAL</u>	2006 <u>ESTIMATE</u>	2007 <u>PROJECTION</u>
Emergency Incident Response			
Number of Fire Calls	1,533	1,450	1,500
Number of Aid Calls	2,745	2,600	2,650

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

Program: *Fire Prevention & Investigation*
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 ACTUAL	2006 BUDGET	2007 BUDGET
10 Salaries & Wages	\$ 291,000	\$ 393,129	\$ 495,498	\$ 533,807
20 Personnel Benefits	68,000	82,669	97,174	124,059
30 Supplies	12,000	15,045	12,000	9,000
40 Other Services & Charges	29,000	28,179	31,049	42,869
60 Capital Outlays	1,000	9,895	23,500	40,300
TOTAL	\$ 401,000	\$ 528,917	\$ 659,221	\$ 750,035

BUDGET NARRATIVE:

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

“Other Services & Charges” includes professional services (\$11,000); travel (\$2,500); equipment rental (\$23,369); and miscellaneous (\$6,000).

“Capital Outlays” reflects a fire extinguisher prop (\$5,700); 2nd half remodel (\$16,000); lap tops (\$8,500); Knox Boxes (\$6,300); and air pack (\$3,800).

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

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

Fund: *000-General*

2007 PROGRAM GOALS:

- Continue converting fire protection system plans to compact disc storage media.
- Establish new position for Public Educator/Public Information Officer and develop full time public education program, including the CERT Program.
- Complete phase II of fire prevention workspace remodel.
- Have new fire prevention officers attend police academy to obtain limited commissions.
- Implement ATF K9 program.

2006 PROGRAM GOALS:

- Continue converting fire protection system plans to compact disc storage media. **Ongoing.**
- Apply for grant for the Juvenile Fire Setting Prevention Program. **\$2,000 Grant received.**
- Work with the Tukwila School District on the Juvenile Fire Setting Prevention Program. **Not done.**
- Establish new position for Public Educator/Public Information Officer and develop a public education program. **Delayed.**
- Establish a Fire Project Manager's position. **Completed.**
- Redesign the fire prevention workspace. **Partially completed.**
- Acquire another pickup truck and equipment for the fire prevention position. **Completed.**

FEES COLLECTED:

	<u>2005 ACTUAL</u>	<u>2006 ESTIMATE</u>	<u>2007 PROJECTION</u>
Plan Review Fees	\$32,710	\$35,000	\$40,000
Special Permits Fees	65,000	65,000	60,000
False Alarm Invoices	<u>560</u>	<u>600</u>	<u>800</u>
TOTAL	\$98,270	\$100,600	\$100,800

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>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
10 Salaries & Wages	\$ 172,000	\$ 182,042	\$ 187,657	\$ 192,771
20 Personnel Benefits	22,000	21,901	29,708	30,176
30 Supplies	7,000	5,073	8,000	5,000
40 Other Services & Charges	27,000	25,324	20,500	35,982
60 Capital Outlays	6,000	0	0	0
TOTAL	\$ 234,000	\$ 234,340	\$ 245,865	\$ 263,929

BUDGET NARRATIVE:

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

“Other Services & Charges” includes professional services (\$9,000); equipment rental (\$10,982); travel (\$1,000); and miscellaneous (\$15,000).

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

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

Fund: *000-General*

2007 PROGRAM GOALS:

- Continue to tailor the Department training program to comply with Federal and State requirements and to meet the needs of our personnel.
- 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.
- When authorized, plan for a future training facility to improve the quality of training presentations.
- Observe and evaluate all crews in the performance of manipulative drills.
- Complete mandated (every 4 years) EVAP training to department apparatus drivers.
- Incorporate new firefighter Emergency Scene Accountability system.

2006 PROGRAM GOALS:

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

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>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
30 Supplies	\$ 21,000	\$ 21,348	\$ 20,000	\$ 20,000
40 Other Services & Charges	70,000	80,419	86,500	86,500
TOTAL	\$ 91,000	\$ 101,767	\$ 106,500	\$ 106,500

BUDGET NARRATIVE:

“Other Services and Charges” as shown below includes 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>

2007 PROGRAM GOALS:

- Install automatic standby power at all stations.
- Paint interior of Station 52 and Station 53, interior and exterior of Station 51.
- Remodel/Relocate kitchen at Station 51.
- Paint Apparatus Bay at Station 54.
- Research electronic air filtering for each station.
- Begin preliminary planning for a future facility study.
- Replace existing Fire Department Headquarters sign at Station 51.

2006 PROGRAM GOALS:

- Expand vehicle exhaust system in Station 52 to accommodate the reserve engine. **Completed.**
- Research electronic air filtering for each station. **Deferred to 2007.**
- Install point vehicle exhaust extraction system at Station 53. **Completed.**
- Begin preliminary planning for a future facility study. **Discussion only.**
- Install air compressor at Station 53. **Completed.**

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 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, fuel spills, illegal drug laboratories, or environmental emergencies related to civil disobedience or terrorism. Hazardous Materials Team members are responsible for developing and delivering Operations Level lessons and training in the aforementioned areas of Hazmat responsibility. 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 ACTUAL	2006 BUDGET	2007 BUDGET
30 Supplies	\$ 20,000	\$ 26,543	\$ 24,500	\$ 18,000
40 Other Services & Charges	30,000	33,817	40,153	40,223
60 Capital Outlays	6,000	5,627	10,000	0
TOTAL	\$ 56,000	\$ 65,987	\$ 74,653	\$ 58,223

BUDGET NARRATIVE:

“Supplies” includes (\$9,000) for Hazardous Materials Unit and (\$9,000) for Special Rescue.

“Other Services & Charges” includes travel for both units (\$1,250); equipment rental (\$10,473); repairs and maintenance (\$2,500); miscellaneous (\$6,000); and Hazardous Cleanup Grant funded (\$20,000).

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

Program: *Hazardous Materials/Rescue*

Account: *11-522-600*

Fund: *000-General*

HAZARDOUS MATERIALS RESPONSE TEAM

2007 PROGRAM GOALS:

- Continue attendance at ODP (Office of Domestic Preparedness) classes.
- Continue support to Tukwila PD and King County HazMat Providers Group.
- 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.
- Develop apparatus and supply inventory to support the department's new bar code inventory system.

2006 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. ***Completed.***
- Comply with state and federally mandated hazardous materials training. ***In progress.***
- Continue attendance at ODP (Office of Domestic Preparedness) classes. ***Ongoing.***
- Continue support to Tukwila PD and King County HazMat Providers Group. ***Ongoing.***
- Place new decontamination trailer in service. ***Completed.***
- Complete all required training for Technician Certification. ***Completed.***
- Provide and complete all required training for suppression crews for First responder Operations Level Certification. ***Completed.***
- Complete 6-year budget and training calendar to accompany the department's 6-year strategic plan. ***In progress.***

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

RESCUE TEAM:

2007 PROGRAM GOALS:

- Pursue the placement and construction of at least one boat ramp within the City of Tukwila.
- Work with Boeing Fire Department to develop rescue procedures from overhead cranes and cat walks.
- Develop a skills and procedure manual for suppression personnel.
- Develop swift water operations training and certification for a minimum of five (5) non-rescue team members.

2006 PROGRAM GOALS:

- Finalize development of Zone Three trench rescue operations and standards manual. ***Nearing completion.***
- Complete the construction of the flatbed trench trailer to carry trench rescue equipment. ***Completed.***
- Pursue the placement and construction of a boat ramp in the City of Tukwila. ***Postponed due to stringent federal requirements and staffing resource constraints.***
- Certify three team members to Rescue Systems II (Structural Collapse Technicians). ***Class available 4th quarter 2006.***
- Work with Boeing Fire Department to develop rescue procedures from overhead cranes and cat walks. ***Deferred to 2007.***
- Continue Zone Three Technical rescue Operations training and participation. ***Ongoing.***
- Send one team member to an advanced rope rescue class emphasizing theory, safety and advanced technical techniques. ***Completed.***
- Develop a skills and procedure manual for suppression personnel. ***Deferred to 2007.***
- Provide swift water operations training and certification for a minimum of five (5) non-rescue team members. ***Deferred to 2007.***
- Train the two new team members as Rope Rescue and Swift Water Technicians, Level 1. ***Partially complete.***
- Send the two new team members to a Rescue Systems 1 class. ***Partially complete.***

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 Tukwila 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, one ladder truck, and one battalion rig with emergency care capabilities.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
30 Supplies	\$ 21,000	\$ 19,482	\$ 21,000	\$ 18,000
40 Other Services & Charges	26,000	28,442	29,818	14,422
50 Intergovt. Services & Taxes	114,000	111,410	120,826	169,475
60 Capital Outlays	19,000	0	5,700	0
TOTAL	\$ 180,000	\$ 159,334	\$ 177,344	\$ 201,897

BUDGET NARRATIVE:

“Supplies” includes medical equipment and disposable aid supplies.

“Other Services & Charges” reflects equipment rental (\$13,422) and miscellaneous (\$1,000).

“Intergovernmental Services & Taxes” reflects the aid unit share of Valley Com charges.
(See also page 104.)

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

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

2007 PROGRAM GOALS:

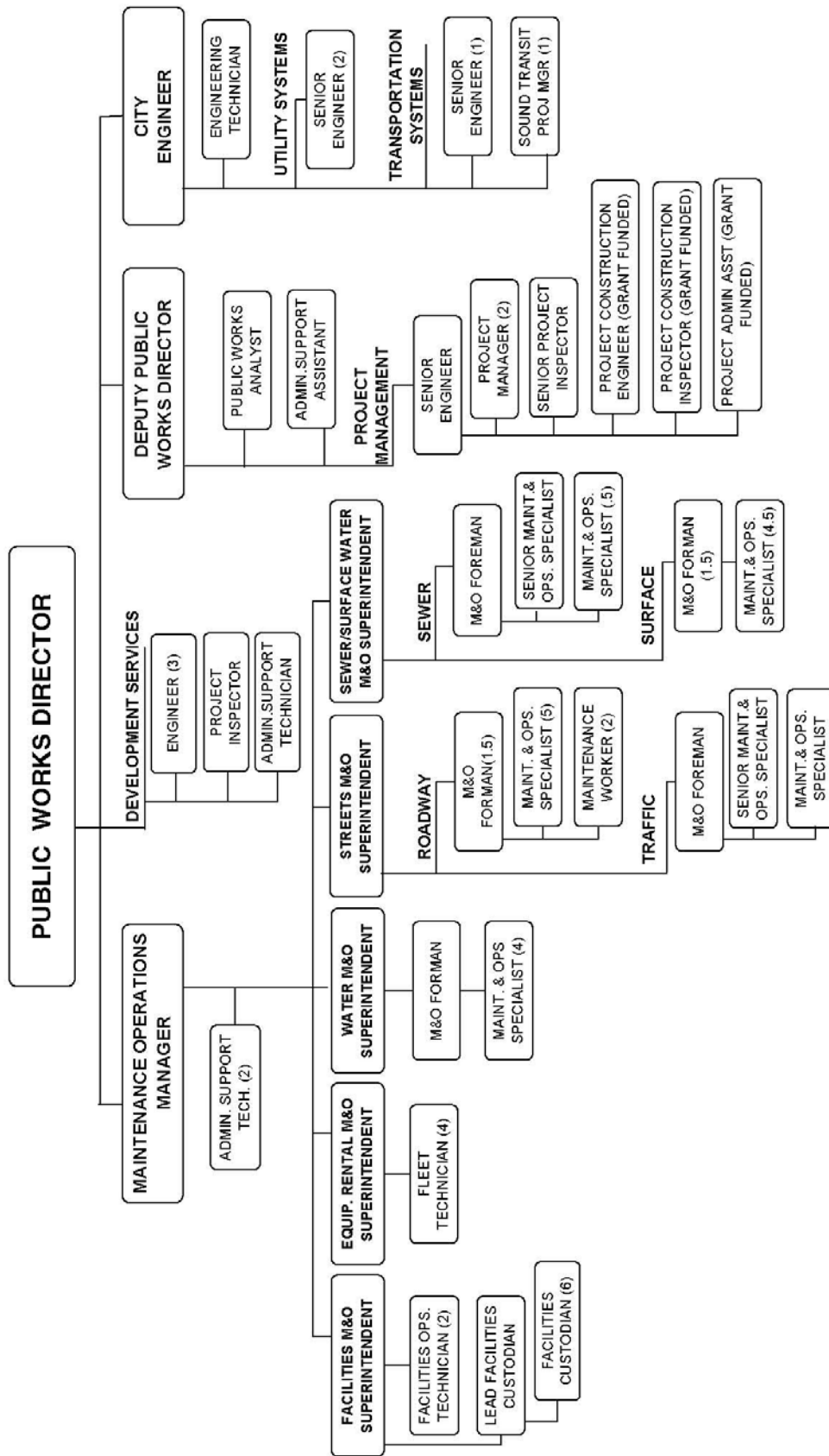
- Complete all 2007 competency-based training objectives.
- Provide 2007 competency-based instructor training for Department instructors.
- Provide first aid, CPR and public access defibrillation training to the public and City employees.
- Provide ongoing advanced auto and commercial vehicle extrication training.
- Provide ongoing mass casualty training for Department personnel.
- Provide first aid/CPR instructor training for Department instructors.
- Provide logistic support and defib programming to enable the department to participate in the Rescue Outcomes Consortium (ROC) study.
- Sponsor 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.
- Outfit two new Mass Casualty Incident trailers paid for with Sound Transit Mitigation monies.

2006 PROGRAM GOALS:

- Complete all 2006 competency-based training objectives. ***Ongoing.***
- Provide 2006 competency-based instructor training for Department instructors. ***Completed.***
- Provide first aid, CPR and public access defibrillation training to the public and City employees. ***Ongoing.***
- Provide ongoing advanced auto and commercial vehicle extrication training. ***Ongoing.***
- Provide ongoing mass casualty training for Department personnel. ***Ongoing.***
- Provide first aid/CPR instructor training for Department instructors. ***Completed.***
- Sponsor a minimum of three Department Explorers to a King County EMT course. ***Ongoing.***
- Repair, clean, inspect, test and calibrate specific aid equipment. ***Ongoing.***
- Participate in new technology evaluations offered by the King County Medical Program Director. ***Ongoing.***

NOTES

PUBLIC WORKS DEPARTMENT



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	} Consolidated into 300 in 2007
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

2007 BUDGET

SUMMARY

PUBLIC WORKS DEPARTMENT

PROGRAM OBJECT	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
<u>GENERAL FUND</u>				
Administration-General	\$ 475,000	\$ 542,789	\$ 636,877	\$ 689,589
Administration-Maintenance	306,000	323,488	391,680	309,668
Engineering	424,000	452,765	657,897	780,548
Development	392,000	401,128	424,338	451,544
Facility Maintenance	1,240,000	1,268,018	1,296,021	1,388,040
Street Maintenance	1,682,000	2,052,098	2,406,909	2,428,211
Residential Street - 103/01	116,000	1,002,947	663,827	346,842
Bridges - 104/01	1,224,000	138,456	320,000	365,000
Arterial Street - Com./Ind. - 104/02	5,645,000	11,996,714	21,593,000	18,231,987
Water – 401 Maint. & Capital	3,719,000	10,191,938	11,042,333	10,703,848
Sewer – 402 Maint. & Capital	4,053,000	6,431,298	9,480,498	7,552,952
Surface Water-412 Maint. & Capital	2,016,000	9,954,902	7,526,396	5,118,821
Equipment Rental-501 Maint. & Capital	1,794,000	4,926,401	5,309,801	5,151,121
TOTALS	\$23,086,000	\$ 49,682,942	\$ 61,749,577	\$53,518,171

NOTE: 2007 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>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
10 Salaries & Wages	\$ 293,000	\$ 306,269	\$ 320,963	\$ 337,532
20 Personnel Benefits	67,000	70,643	81,759	95,602
30 Supplies	4,000	11,888	8,000	7,560
40 Other Services & Charges	111,000	108,323	176,155	183,895
60 Capital Outlays	0	45,666	50,000	65,000
TOTAL	\$ 475,000	\$ 542,789	\$ 636,877	\$ 689,589

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 (\$6,116); repairs (\$2,000); miscellaneous (\$2,479); city-wide telephone services (\$80,300); City Emergency Preparedness Program (\$50,000); city-wide telephone maintenance services (\$30,000); and cable franchise service (\$13,000).

"Capital Outlays" reflects replacement of EOC radios (\$65,000).

Department: *Public Works*
Division: *N/A*

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

Fund: *000-General*

2007 PROGRAM GOALS:

- Evaluate a Local Improvement District for the purpose of funding 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 informational meetings.

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.
- Evaluate a program that effectively and efficiently administers Council-approved Local Improvement Districts (LIDs).
- Review "rate model" for establishing appropriate rates for water, sewer and surface water enterprise funds.

2006 PROGRAM GOALS:

- Evaluate a Local Improvement District to potentially fund a portion of the Tukwila Urban Access Project at Klickitat and Southcenter Parkway. ***Conducted a preliminary feasibility study that showed the Klickitat Project created sufficient benefit to justify an LID.***
- Evaluate future grant funding options available and propose a course of action to fund transportation projects. ***Goal met. Tukwila received a \$3 million grant for construction of the Klickitat Project.***
- Evaluate the City's Emergency Management Plan using the National Emergency Management Accreditation Program Standard as the guideline. ***Ongoing effort. Project slowed due to a lack of full-time staff.***
- Provide quarterly reports on emergency management issues. ***Goal met. All key personnel received IS-100 and IS-200 training as required by NIMS.***
- 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*

2006 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. Public Works eliminated a mid-level management position in order to provide an additional fleet technician. Despite rising costs and an increase in the amount of infrastructure, majority of operational and maintenance goals were met.***
- Review “rate model” for establishing appropriate rates for water, sewer and surface water enterprise funds. ***Ongoing effort.***

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>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
10 Salaries & Wages	\$ 221,000	\$ 226,730	\$ 269,394	\$ 195,576
20 Personnel Benefits	65,000	80,309	92,042	83,848
30 Supplies	3,000	2,573	4,250	4,250
40 Other Services & Charges	17,000	13,876	25,994	25,994
TOTAL	\$ 306,000	\$ 323,488	\$ 391,680	\$ 309,668

BUDGET NARRATIVE:

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

“Other Services & Charges” includes professional services (\$1,000); travel (\$300); equipment rental (\$11,714); repairs (\$1,500); miscellaneous (\$3,480); and operating leases (\$8,000).

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

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

Fund: *000-General*

2007 PROGRAM GOALS:

- Create and implement an Operations Standby and Emergency Responsibilities Plan.
- Analyze operational and standby needs for potential future expansion of shop facilities.
- Implement recurrent technical training and operational safety programs to maintain employee certification levels.
- Implementation of maintenance tracking system for facilities and City resources.

2006 PROGRAM GOALS:

- Create and implement an Operations Standby and Emergency Responsibilities Plan. ***Received additional safety gear and implemented a logistics plan for high river and flood levels.***
- Analyze operational and standby needs for expansion of shop facilities. ***Assembled preliminary comparables from other agencies and added a new page in the CIP.***
- Implement recurrent technical training and operational safety programs to maintain employee certification levels. ***Completed 2006 training.***
- Implementation of maintenance tracking system for transmitting billing costs and streamlining ways of conducting business. ***Tracking all billable work orders.***

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 View 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 ACTUAL	2006 BUDGET	2007 BUDGET
10 Salaries & Wages	\$ 290,000	\$ 310,699	\$ 477,503	\$ 559,752
20 Personnel Benefits	72,000	79,486	112,335	145,865
30 Supplies	4,000	16,003	9,500	9,500
40 Other Services & Charges	58,000	29,577	53,559	55,431
60 Capital Outlays	0	17,000	5,000	10,000
TOTAL	\$ 424,000	\$ 452,765	\$ 657,897	\$ 780,548

BUDGET NARRATIVE:

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

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

“Other Services & Charges” includes professional services (\$22,400); communication (\$4,000); repairs (\$4,000); equipment rental (\$16,631); GIS (\$2,000); and miscellaneous (\$6,400).

“Capital Outlays” reflects a plotter (\$10,000).

Department: *Public Works*
Division: *Engineering*

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

Fund: *000-General*

2007 PROGRAM GOALS:

- Update standardized contracting procedure for construction and repair projects.
- Update transportation mitigation fee system.

2006 PROGRAM GOALS:

- Update standardized contracting procedure for construction and repair projects. ***Ongoing. Continued the expansion of the use of “cost-loaded network system” for better construction contract management – it will be used on the Klickitat, TIB Phase II/III and Southcenter Parkway Extension projects.***
- Implement new transportation mitigation fee system. ***Retained consultant to update the traffic model and update the mitigation and study fees. The model will be updated annually.***
- Create and implement a staff GPS data gathering plan, to supplement inventory contracted under the Sewer and Surface Water Enterprise Funds (see CIP). ***Purchased GPS equipment. Created and implemented supplemental GPS data gathering plan.***

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>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
10 Salaries & Wages	\$ 306,000	\$ 316,623	\$ 327,352	\$ 338,814
20 Personnel Benefits	86,000	84,505	96,986	112,730
TOTAL	\$ 392,000	\$ 401,128	\$ 424,338	\$ 451,544

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*

2007 PROGRAM GOALS:

General

- Maintain and improve 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.

2006 PROGRAM GOALS:

General

- Maintain and improve the turn-around time for permit review and approval. ***All goals 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*

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.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
10 Salaries & Wages	\$ 458,000	\$ 486,014	\$ 504,397	\$ 520,696
20 Personnel Benefits	170,000	178,580	203,607	242,275
30 Supplies	63,000	68,383	65,000	80,695
40 Other Services & Charges	537,000	535,041	523,017	544,374
60 Capital Outlays	12,000	0	0	0
TOTAL	\$1,240,000	\$1,268,018	\$1,296,021	\$1,388,040

BUDGET NARRATIVE:

“Salaries & Wages” includes a Maintenance & Operations Superintendent, a Lead Facilities Custodian, six (6) Facility Custodians, and two (2) Facility Operations Technicians, and extra labor (\$10,000).

“Supplies” includes operating supplies (\$2,195); maintenance supplies (\$41,000); custodial supplies (\$35,000); and small tool and equipment (\$2,500).

“Other Services & Charges” includes professional services (\$36,500); communication (\$10,700); equipment rental (\$38,524); public utility services (\$279,400); repairs and maintenance (\$175,000); rentals and leases (\$2,000); and miscellaneous (\$2,250).

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

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

Fund: *000-General*

2007 PROGRAM GOALS:

General

- Maintain a record keeping system tracking each facility for allocation of work order resources.
- 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.

2006 PROGRAM GOALS:

General

- Implement standardized recurring maintenance service contracts. ***Reviewed but no action taken this year.***
- Develop a preliminary business plan for facility maintenance. ***Implemented stronger record keeping methods and databases for work orders and inventory.***

Performance

- Advertise and award 90% of active 303 Projects no later than June 1st. ***The fire station women's bathroom was delayed until fall.***
- Reduce facility maintenance costs by 10% through efficiencies. ***Being implemented.***
- Develop and implement a custodial satisfaction survey and performance goals. ***No action this year.***

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 Street Maintenance unit maintains relationships with adjoining cities, King County and Washington State Department of Transportation.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
10 Salaries & Wages	\$ 607,000	\$ 660,555	\$ 713,176	\$ 729,208
20 Personnel Benefits	201,000	247,431	271,004	311,274
30 Supplies	166,000	151,744	225,800	408,531
40 Other Services & Charges	678,000	951,260	1,156,929	974,198
60 Capital Outlays	0	6,108	5,000	5,000
00 Other	30,000	35,000	35,000	0
TOTAL	\$1,682,000	\$2,052,098	\$2,406,909	\$2,428,211

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	\$ 339,300 ¹
Structures, Sidewalks, Supplies	5,800
Street Lighting	247,800
Traffic Control Devices	284,500
Snow & Ice Control.....	10,300
Roadside	59,300
Ancillary Operations – Video & Fiber.....	91,731
Salaries & Wages.....	729,208
Personnel Benefits	311,274
SUBTOTAL 542	<u>\$ 2,079,213</u>

¹ Includes \$262,000 for Surface Water Utility.

Department: *Public Works*
Division: *Maintenance Operations*

Program: *Street Maint./Gen. Admin.*
Account: *16-542* **Fund:** *000-16 Street O&M*
16-543

STREET GENERAL ADMINISTRATION 543

542 (from Page 134).....	\$ 2,079,213
Supplies	12,000
Equipment Rental O & M and Replacement	262,198
Insurance	55,000
Miscellaneous, Travel, Communication, etc.....	14,800
Capital Outlays – Replacement Equipment.....	5,000
SUBTOTAL 543	\$ 348,998
TOTAL 542 & 543	\$ 2,428,211

2007 PROGRAM GOALS:

General

- Participate in pavement management for the multi-year street overlay program.
- Participate with the Interconnect Project and traffic control upgrade by installing cameras at all CBD signals.

Performance

- Repair City-owned streetlights within 72 hours. For Seattle City Light/Puget Sound Energy streetlights, report within 24 hours.
- Correct all traffic signal problems within 24 hours.
- Perform quarterly preventative maintenance on all City-owned traffic signals.
- Evaluate reflectivity of all signs once a year.
- City street cleaning:
 - Residential.....100 percent of the streets, twice a year.
 - Arterial residential and commercial/industrial roads.....six times a year.
 - Arterial commercial/industrial roads.....eight times a year.
- Potholes shall be repaired within 48 hours of notification.

2006 PROGRAM GOALS:

General

- Participate in pavement management for the multi-year street overlay program. **Year 2006 design completed.**

Performance

- Repair City-owned streetlights within 72 hours. For Seattle City Light/Puget Sound Energy streetlights, report within 24 hours. **Goal being met.**
- Correct all traffic signal problems within 24 hours. **Goal being met.**
- Perform quarterly preventative maintenance on all City-owned traffic signals. **Goal being met.**
- Evaluate reflectivity of all signs once a year. **Goal being met.**
- City street cleaning: **Goal being met.**
 - Residential.....100 percent of the streets, twice a year.
 - Arterial residential and commercial/industrial roads.....six times a year.
 - Arterial commercial/industrial roads.....eight times a year.
- Potholes shall be repaired within 48 hours of notification. **Goal being met.**

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:

PROGRAM OBJECT	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
20 Personnel Benefits	\$ 27,000	\$ 2,419	\$ 92,000	\$ 102,000
40 Other Services & Charges	218,000	167,388	375,000	653,000
50 Intergovt. Services & Taxes	50,000	0	0	0
00 Other	720,000	9,365,794	6,695,733	6,044,684
TOTAL	\$1,015,000	\$9,535,601	\$7,162,733	\$ 6,799,684

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); TCSC contribution (\$100,000); professional services for consultants in Washington, D.C. and Olympia (\$150,000); 4th of July (\$15,000); Sales Tax Audit (\$10,000); Community Emergency Response Team (CERT) Program (\$35,000); Green Initiative (\$50,000); LID Coordinator (\$35,000); Electrical Inspection (\$70,000); and Emergency Management/Transportation Operations Center (\$88,000). The CERT Program, LID Coordinator, Electrical Inspection, and Emergency Management/Transportation Operations Center may result in additional FTE.

“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, and undesignated ending fund balance (\$4,944,684).

Department: Mayor's Office **Program:** Hotel/Motel Tax

Division: N/A

Account: 557-300
557-301
557-302
573-900

Fund: 101 Hotel/Motel Tax

PROGRAM DESCRIPTION:

This fund consists of proceeds from a special excise tax on lodging charges and is used to promote tourism (Chapter 82.08 RCW). The City has joined with the cities of SeaTac, Kent, and Des Moines to promote the area as "Seattle Southside". A significant portion of the budgeted expenses shown below are paid by other sources.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
10 Salaries & Wages	\$ 151,000	\$ 178,800	\$ 242,588	\$ 252,750
20 Personnel Benefits	36,000	44,239	61,412	65,303
30 Supplies	14,000	13,701	12,000	12,000
40 Other Services & Charges	430,000	513,561	561,000	735,000
60 Capital Outlays	19,000	2,053	10,000	10,000
00 Other	20,000	39,610	638,189	577,136
TOTAL	\$ 670,000	\$ 791,964	\$ 1,525,189	\$1,652,189

BUDGET NARRATIVE:

"Salaries & Wages" includes a Program Manager, a Business Community Liaison, an Administrative Support Specialist, a Marketing & Communications Coordinator position, and extra labor (\$24,000).

"Other Services and Charges" reflects SWKC basic contract (\$22,000); rental – office space (\$60,000); public relations (\$25,000); professional services (\$125,000); magazine brochures (\$100,000); 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 \$557,136.

2007 PROGRAM GOALS:

- Continue efforts to market Seattle Southside as a premier travel destination.
- Support positive relationships between the travel and tourism industry, business community, and city government.
- Update and reprint the Southside Vacation Planner, 2007-2009 edition.
- Implement program performance reporting based on guidelines provided by Destination Marketing Association International.
- Continue efforts to increase commission revenue.

2006 PROGRAM GOALS:

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

Department: *Public Works*
Division: *Engineering*

Program: *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 ACTUAL	2006 BUDGET	2007 BUDGET
10 Salaries & Wages	\$ 0	\$ 5,225	\$ 0	\$ 0
20 Personnel Benefits	0	433	0	0
40 Other Services & Charges	0	4,039	50,000	0
00 Other	116,000	993,250	613,827	346,842
TOTAL	\$ 116,000	\$ 1,002,947	\$ 663,827	\$ 346,842

BUDGET NARRATIVE:

“Other” represents General Government transfer of (\$157,914) and estimated ending fund balance of (\$188,928).

Department: *Public Works*
Division: *Engineering*

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

Fund: *103 Street*

GENERAL ENGINEERING SERVICES - RESIDENTIAL STREETS

2007 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.

2006 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 Citywide Neighborhood Traffic Calming Program. ***South 160th St issue was brought forward to Transportation Committee and resolved. Due to other priorities, remaining neighborhood studies are being reprioritized.***

Department: *Public Works*
Division: *Engineering*

Program: *Bridges and Arterial Streets*
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 ACTUAL	2006 BUDGET	2007 BUDGET
<u>BRIDGES 104/01</u>				
10 Salaries & Wages	\$ 174,000	\$ 3,286	\$ 0	\$ 0
20 Personnel Benefits	30,000	604	0	0
40 Other Services & Charges	150,000	82,996	95,000	95,000
60 Capital Outlays	870,000	51,570	225,000	270,000
SUBTOTAL 104/01	\$ 1,224,000	\$ 138,456	\$ 320,000	\$ 365,000
<u>ARTERIAL STREETS 104/02</u>				
10 Salaries & Wages	\$ 150,000	\$ 188,184	\$ 192,924	\$ 203,016
20 Personnel Benefits	27,000	35,165	42,164	51,554
40 Other Services & Charges	1,800,000	2,920,564	8,113,000	3,630,000
60 Capital Outlays	3,200,000	3,066,671	11,853,000	13,094,000
SUBTOTAL 104/02	\$ 5,177,000	\$ 6,210,584	\$20,201,088	\$16,978,570
General Government Transfers	\$ 468,000	\$ 428,792	\$ 506,463	\$ 526,739
Other	0	5,357,338	885,449	726,678
TOTAL 104	\$ 6,869,000	\$12,135,170	\$21,913,000	\$18,596,987

BUDGET NARRATIVE:

104/01 BRIDGES (Per CIP)

89-RW16 .26	Bridge Inspection & Repairs.....	\$ 355,000
94-RW08 .51	Boeing Access Road Bridge	10,000
SUBTOTAL BRIDGES 104/01		<u>\$ 365,000</u>

Department: *Public Works*
Division: *Engineering*

Program: *Bridges and Arterial Streets*
Account: *104/01-02*

Fund: *104 Arterial St.*

BUDGET NARRATIVE: (Cont.)

104/02 ARTERIAL STREETS (Per CIP)

CAPITAL PROJECTS:

88-RW02	.01	Traffic Signal Interconnect.....	2,277,000
95-RS01	.03	S. 144 th St. (TIB - Military Road)	1,000,000
91-RW03	.07	Tukwila Intl Blvd Phase I (S. 138 th St – 152 nd).....	50,000
03-RW02	.14	Interurban Avenue S. (S. 143 rd – Fort Dent).....	218,000
95-RW03	.18	Tukwila Intl Blvd Phase II (S. 116 th Way-132 nd).....	4,820,000
95-RW04	.19	Tukwila Intl Blvd Phase III (S. 132 nd – 138 th)	3,295,000
84-RW19	.20	Tukwila Urban Center Access (Klickitat).....	1,950,000
05-RW02	.25	Boeing Access Road/E. Marginal Way Paving	230,000
02-RW04	.27	Southcenter Blvd (I-5 – TIB) Sound Transit.....	600,000
89-RW09	.31	Annual Traffic Signal Program.....	90,000
84-RW37	.60	Southcenter Parkway (S. 180 th St. – S. 200 th)	574,000
06-RW02	.22	Tukwila Urban Center (Transit Center).....	220,000
05-RW03	.23	Tukwila Urban Center (Ped/Bike Bridge).....	200,000
88-RW04	.47	Andover Park W (Tuk Pkwy – Strander).....	200,000
N/A	.85	Annual Repairs and Overlay.....	<u>1,000,000</u>

SUBTOTAL CAPITAL PROJECTS

\$16,724,000

** Salaries & Benefits 104/02 only	\$	254,570
General Government Transfers		526,739
Transfer to 412 Fund for Cascade View Drainage Streets.....		250,000
Estimated Ending Fund Balance		<u>476,678</u>

SUBTOTAL ARTERIAL STREETS 104/02

\$18,231,987

GRAND TOTAL 104

\$18,596,987

“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

2007 PROGRAM GOALS:

- Begin construction of Phase II & III of Tukwila International Blvd. Improvement Project.
- Begin construction of Tukwila Urban Access (Klickitat) Project.
- Begin construction of Southcenter Parkway Project.
- Complete construction of Traffic Signal Interconnect Phase I.

2006 PROGRAM GOALS:

- Complete construction of Phase II & III of Tukwila International Blvd Improvement Project.
Received WSDOT approval of environmental documents. Right-of-way acquisition may begin.
- Complete construction of Traffic Signal Interconnect Phase I. ***Design completed and WSDOT approved. Advertised for bids and awarded contract. Construction will begin in 2007.***

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. It has not been used in more than 20 years.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>	<u>2007 BUDGET</u>
00 Other	\$ 0	\$ 781,955	\$ 798,364	\$ 826,955

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>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
30 Supplies	\$ 2,000	\$ 0	\$ 2,000	\$ 2,000
60 Capital Outlays	0	0	450,000	520,000
00 Other	0	624,854	341,721	118,854
TOTAL	\$ 2,000	\$ 624,854	\$ 793,721	\$ 640,854

BUDGET NARRATIVE:

“Supplies” includes contributions for medical aid.

“Capital Outlays” reflects a pumper replacement purchase.

“Other” represents the ending fund balance.

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 ACTUAL</u>	<u>2006 BUDGET</u>	<u>2007 BUDGET</u>
00 Other	\$ 834,000	\$1,306,130	\$ 973,403	\$ 992,383

BUDGET NARRATIVE:

“Other” includes:

Interest and Debt Registration Cost.....	\$412,805
Principal.....	420,000
Est. Ending Fund Balance	159,578
TOTAL	<u>\$992,383</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 ACTUAL</u>	<u>2006 BUDGET</u>	<u>2007 BUDGET</u>
00 Other	\$ 250,000	\$ 403,696	\$ 402,358	\$ 408,007

BUDGET NARRATIVE:

"Other" includes:

Interest and Debt Registration Cost.....	\$ 90,839
Principal.....	160,000
Est. Ending Fund Balance	<u>157,168</u>
TOTAL.....	<u>\$408,007</u>

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>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
00 Other	\$ 273,000	\$ 600,771	\$ 565,221	\$ 665,033

BUDGET NARRATIVE:

“Other” includes:

Interest and Debt Registration Cost.....	\$272,327
Est. Ending Fund Balance	<u>392,706</u>
TOTAL.....	<u>\$665,033</u>

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>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
00 Other	\$ 490,000	\$ 839,507	\$ 702,254	\$ 698,607

BUDGET NARRATIVE:

“Other” includes:

Interest and Debt Registration Cost.....	\$139,000
Principal.....	350,000
Est. Ending Fund Balance	<u>209,607</u>
TOTAL.....	<u>\$698,607</u>

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:

PROGRAM OBJECT	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
10 Salaries & Wages	\$ 29,000	\$ 13,942	\$ 0	\$ 0
20 Personnel Benefits	7,000	3,977	0	0
40 Other Services & Charges	173,000	91,897	198,000	571,000
60 Capital Outlays	1,700,000	113,186	1,591,000	2,388,000
00 Other	45,000	2,176,778	1,865,999	738,140
TOTAL	\$1,954,000	\$2,399,780	\$3,654,999	\$3,697,140

BUDGET NARRATIVE:

“Other Services & Charges and Capital Outlays” includes:

301 REC. & PARKS (PER CIP)

98-DR06 .50 Codiga Farm Park.....	\$ 124,000
03-PK10 .52 Tukwila Pond	280,000
00-DR04 .53 WRIA 9 Watershed Planning	11,000
06-PK02 .66 Water Spray Park	225,000
N/A .68 City of Tukwila Pool	232,000
03-PK09 .69 Duwamish River Bend Hill Park.....	505,000
03-PK08 .70 Macadam Winter Garden.....	384,000
03-PK07 .71 Fort Dent Park	1,008,000
04-PK01 .72 57 th Ave S. Park Extension	150,000
06-PK01 .73 Parks & Recreation Open Space Plan.....	40,000
CIP PROJECTS	\$ 2,959,000

“Other” includes:

Miscellaneous General Government.....	49,754
Estimated Ending Fund Balance.....	<u>688,386</u>
TOTAL 301 FUND	<u>\$ 3,697,140</u>

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:

PROGRAM OBJECT	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
40 Other Services & Charges	\$ 80,000	\$ 6,952	\$ 121,000	\$ 84,000
60 Capital Outlays	520,000	8,682	689,000	674,000
00 Other	0	2,274,443	5,153,244	1,922,943
TOTAL	\$ 600,000	\$ 2,290,077	\$ 5,963,244	\$ 2,680,943

BUDGET NARRATIVE:

“Other Services & Charges and Capital Outlays” includes:

FACILITIES (Per CIP)

00-BG22 .01 Tukwila Village	\$ 733,000
05-BG03 .04 Solid Waste Study	25,000
SUBTOTAL CIP	\$ 758,000

“Other” represents:

Estimated Ending Fund Balance	1,922,943
TOTAL 302 FUND	<u>\$ 2,680,943</u>

Department: N/A
Division: N/A

Program: General Plant
Account: 518
594

Fund: 303-General Gov. Improv.

PROGRAM DESCRIPTION:

This special fund is 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:

<u>PROGRAM OBJECT</u>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
10 Salaries & Wages	\$ 40,000	\$ 46,589	\$ 79,520	\$ 82,308
20 Personnel Benefits	6,000	12,380	27,751	33,231
30 Supplies	0	1,008	0	0
40 Other Services & Charges	120,000	59,643	140,000	0
60 Capital Outlays	304,000	302,919	1,550,000	1,000,000
00 Other	0	1,272,728	3,665	153,918
TOTAL	\$ 470,000	\$ 1,695,267	\$ 1,800,936	\$ 1,269,457

BUDGET NARRATIVE:

“Capital Outlays” includes:

GENERAL IMPROVEMENT PROJECTS (Per CIP)

General Improvements.....\$ 1,000,000
SUBTOTAL a.....\$ 1,000,000

“Other” consists of:

Estimated Ending Fund Balance 153,918

Salaries & Benefits.....115,539¹
TOTAL 303 FUND.....\$1,269,457

¹ “Salaries & Wages” includes a Project Manager.

NOTES

2007 BUDGET

SUMMARY

WATER/SEWER UTILITIES

PROGRAM OBJECT	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
401 Water	\$ 3,719,000	\$ 10,191,938	\$ 11,042,333	\$ 10,703,848
402 Sewer	4,053,000	6,431,298	9,480,498	7,552,952
404 Water/Sewer Rev. Bonds	690,604	683,148	690,054	389,923
405 Bond Reserve	0	577,587	577,587	577,587
TOTALS	\$ 8,462,604	\$ 17,883,971	\$ 21,790,472	\$ 19,224,310

NOTE: Includes estimated ending working capital in budgeted amounts.

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 Water Utility maintains relationships with adjoining jurisdictions, cities, water districts, sewer districts, and the Washington State Department of Health.

PROGRAM OBJECT BUDGET:

PROGRAM OBJECT	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
<u>401/01 OPERATIONS & MAINTENANCE</u>				
10 Salaries & Wages	\$ 292,000	\$ 292,504	\$ 368,390	\$ 367,622
20 Personnel Benefits	115,000	100,561	123,439	148,943
30 Supplies	1,510,000	1,249,816	1,537,600	1,538,311
40 Other Services & Charges	150,000	132,762	153,056	157,945
50 Intergovt. Services & Taxes	195,000	184,516	180,000	180,000
60 Capital Outlays	57,000	73,918	80,000	75,900
00 Other	1,400,000	1,360,367	1,165,554	960,463
TOTAL 401/01	\$ 3,719,000	\$ 3,394,444	\$ 3,608,039	\$ 3,429,184
<u>401/02 CAPITAL OUTLAYS</u>				
10 Salaries & Wages	\$ 0	\$ 45,608	\$ 43,862	\$ 47,112
20 Personnel Benefits	0	13,225	14,315	17,370
40 Other Services & Charges	0	100,741	398,000	432,000
60 Capital Outlays	0	0	3,652,000	2,075,000
00 Other	0	6,637,920	3,326,117	4,703,182
TOTAL 401/02	\$ 0	\$ 6,797,494	\$ 7,434,294	\$ 7,274,664
TOTAL WATER UTILITY	\$ 3,719,000	\$ 10,191,938	\$ 11,042,333	\$ 10,703,848

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 (\$5,311); operating supplies (\$25,000); maintenance supplies (\$42,000); Cascade Water Alliance (CWA) block wholesale purchased water (\$1,435,000) which includes (\$35,000) 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 (\$65,945); insurance (\$32,000); repairs (\$11,000); utilities (\$26,500); professional services (\$7,300); DOH permit (\$3,200); and miscellaneous (\$9,500).

“Taxes” are excise tax payments to the State.

“Capital Outlays” reflects automatic meter reading machine equipment (\$68,400); leak detection survey tool (\$5,000); and ditch pump (\$2,500).

“Other” includes general government services (\$500,781); revenue bonds principal and interest (\$459,682).

401/02 CAPITAL PROJECTS *(per CIP)*

98-WT05	.09	Southcenter Blvd. Water Main Replacement.....	\$ 540,000
92-WT04	.16	Annexed Area Water Turnover.....	280,000
95-WT01	.18	Allentown/Foster Point Water System	722,000
92-WT06	.21	Interurban Water Reuse	125,000
99-WT02	.31	Supply Station Upgrades & Abandonments	90,000
06-WT01	.35	IDSE Compliance & Water Blending	60,000
04-WT02	.36	Interurban Ave. S. Waterline	490,000
06-WT02	.37	Martin Luther King Jr. Way S. Waterline	<u>200,000</u>

SUBTOTAL CAPITAL PROJECTS **\$ 2,507,000**

Engineering Salaries & Benefits.....	64,482 ¹
Estimated Ending Working Capital.....	4,603,748
Intergovernmental Loans/Interest	<u>99,434</u>

TOTAL 401/02 **\$ 7,274,664**

TOTAL 401/01 *(from page 154)* **3,429,184**

TOTAL 401 **\$10,703,848**

¹ “Salaries & Wages” includes 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

2007 PROGRAM GOALS:

General

- Track backflow prevention compliance for the annual Department of Health report using the City's cross-connection data program.
- Continue the remaining phase of the automatic meter read program in the residential areas.
- 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 to under 10 percent as required by the State.
- Regular testing of fire hydrants.

2006 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. 2006 AMR 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. ***Analyzing fireline usage that is unmetered at this time and may be metered to account for consumption.***

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

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

Fund: *401-Water*

GENERAL ENGINEERING SERVICES - WATER

2007 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 Interurban Ave S Waterline Project.

2006 PROGRAM GOALS:

- Complete construction of Allentown Phase II/Foster Point water, sewer, surface water and street improvements. ***Construction 80% complete, completion scheduled for 2007.***
- Complete construction of the Southcenter Blvd. Water Main Replacement Project. ***Design completed, WSDOT permits obtained, and advertised for bids. Construction scheduled for 2007.***
- Complete construction of the Campbell Hill Water Line Project. ***Completed.***
- Complete construction of Maule Ave./Interurban Ave. So. Water Main Project. ***Completed.***

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 35 miles of gravity sewer main and the operation and maintenance of ten lift stations and force mains. These lift stations pump approximately 60% of all sewage in the City (approximately 460 million gallons). The Sewer Utility maintains relationships with adjoining jurisdictions, cities, water districts, sewer districts, King County Metro, D.O.E., D.O.H. and King County Health Department.

PROGRAM OBJECT BUDGET:

PROGRAM OBJECT	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
<u>402/01 OPERATIONS & MAINTENANCE</u>				
10 Salaries & Wages	\$ 170,000	\$ 221,445	\$ 188,403	\$ 195,890
20 Personnel Benefits	59,000	71,678	82,073	81,108
30 Supplies	2,600,000	2,647,401	2,667,600	3,158,321
40 Other Services & Charges	175,000	160,376	174,444	147,670
50 Intergovt. Services & Taxes	43,000	45,033	40,000	40,000
60 Capital Outlays	6,000	12,288	5,000	5,000
00 Other	1,000,000	688,621	431,182	543,310
TOTAL	\$4,053,000	\$ 3,846,842	\$3,588,702	\$ 4,171,299
<u>402/02 CAPITAL OUTLAYS</u>				
10 Salaries & Wages	\$ 0	\$ 44,726	\$ 43,862	\$ 47,112
20 Personnel Benefits	0	12,658	14,315	17,370
30 Supplies	0	164	0	0
40 Other Services & Charges	0	139,080	705,000	483,000
60 Capital Outlays	0	76,783	4,409,000	1,680,000
00 Other	0	2,311,045	719,619	1,154,171
TOTAL 402/02	\$ 0	\$2,584,456	\$5,891,796	\$ 3,381,653
TOTAL SEWER UTILITY	\$ 4,053,000	\$6,431,298	\$9,480,498	\$7,552,952

BUDGET NARRATIVE:

402/01 OPERATIONS & MAINTENANCE

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

Department: *Public Works* **Program:** *Sewer*

Division: *Maint./Engineering*

Account: *402/01-02*

Fund: *402-Sewer*

BUDGET NARRATIVE *(Cont.)*

“Supplies” includes Metro charges (\$3,133,821); operating, office, and maintenance supplies (\$21,500); and small tools (\$3,000).

“Other Services & Charges” includes equipment rental (\$53,920); communication (\$2,500); insurance (\$20,000); utilities (\$20,000); professional services (\$1,600); repairs (\$15,000); grouting and sealing (\$3,000); pump station painting (\$17,500); telemetry repair (\$7,500); and miscellaneous (\$6,650).

“Taxes” are excise taxes paid to the State.

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

“Other” includes general government transfers (\$411,008); revenue bonds principal and interest (\$132,302).

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.....	50,000
01-SW02	.21	Allentown/Foster Point Sewer System Phase II	1,363,000
97-SW05	.23	Gravity Sewer under I-405 to Tukwila Parkway	460,000
06-SW04	.34	Westfield Shoppingtown North Sewer Repair	<u>160,000</u>

SUBTOTAL CAPITAL PROJECTS **\$ 2,163,000**

Engineering Salaries & Benefits..... 64,482 ¹

Estimated Ending Working Capital..... 995,831

Intergovernmental Loans/Interest 158,340

TOTAL 402/02 **\$3,381,653**

TOTAL 402/01 *(from page 158)* **4,171,299**

TOTAL 402 **\$ 7,552,952**

¹ “Salaries & Wages” includes 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

2007 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.

2006 PROGRAM GOALS:

General

- Evaluate system-wide conditions for possible replacement and/or upgrade. ***Supported Engineering with project listings to be reflected in CIP.***
- Review results of video logs to identify areas of damage or infiltration/inflow. ***Completed.***

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.***
- Weekly monitoring of 10 sewer lift stations for pump hours, start counts, and generator operation. ***Ongoing, goal being met.***

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

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

Fund: *402-Sewer*

GENERAL ENGINEERING SERVICES - SEWER

2007 PROGRAM GOALS:

- Complete construction of Allentown Phase II/Foster Point water, sewer, surface water and street improvements.
- Complete construction of the Gravity Sewer under I-405 Project.

2006 PROGRAM GOALS:

- Complete construction of Allentown Phase II/Foster Point water, sewer, surface water and street improvements. ***Construction 80% complete, completion scheduled for 2007.***
- Commence GIS inventory for sewer infrastructure that will continue for multiple years. ***Completed.***

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

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

1995	Water	\$ 4,500,000 issued	Matures 02/01/15
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PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	<u>2004 ACTUAL</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>	<u>2007 BUDGET</u>
00 Other	\$ 690,604	\$ 683,148	\$ 690,054	\$ 389,923

BUDGET NARRATIVE:

PRINCIPAL:	
Water	\$ 235,000
SUBTOTAL	\$ 235,000

INTEREST:	
Water	\$ 154,923
SUBTOTAL	\$ 154,923

TOTAL PRINCIPAL & INTEREST \$ 389,923

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>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
00 Other	\$ 0	\$ 577,587	\$ 577,587	\$ 577,587

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

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:

	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
<u>PROGRAM OBJECT</u>				
<u>MAINT. & PRO SHOP OPERATIONS</u>				
10 Salaries & Wages	\$ 632,000	\$ 622,226	\$ 686,278	\$ 707,356
20 Personnel Benefits	173,000	179,916	215,220	262,640
30 Supplies	203,000	163,025	210,900	211,387
40 Other Services & Charges	241,000	218,663	281,958	281,471
50 Intergovt. Services & Taxes	50,000	5,383	6,000	6,000
SUBTOTAL	\$1,299,000	\$ 1,189,213	\$1,400,356	\$ 1,468,854
<u>CAPITAL</u>				
10 Salaries & Wages	\$ 53,000	\$ 0	\$ 0	\$ 0
20 Personnel Benefits	6,000	0	0	0
30 Supplies	20,000	8,000	0	0
40 Other Services & Charges	167,000	0	0	0
60 Capital Outlays	2,116,000	128,605	35,000	35,000
SUBTOTAL	\$2,362,000	\$ 136,605	\$ 35,000	\$ 35,000
00 Other	625,000	788,665	777,703	955,452
TOTAL 411	\$4,286,000	\$ 2,114,483	\$2,213,059	\$ 2,459,306

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; three (3) 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 (\$90,000).

“Supplies” includes course maintenance (\$63,500); Pro Shop resale supplies (\$140,000); and other supplies (\$7,887).

“Other Services & Charges” includes professional services (\$5,500); equipment rental (\$105,823); utilities (\$55,500); power cart rentals (\$36,000); printing (\$2,635); repairs and maintenance (\$9,500); communication (\$9,463); rentals (\$8,600); insurance (\$20,000); advertising (\$20,000); and miscellaneous (\$8,450).

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

Department: <i>Parks and Recreation</i>	Program: <i>Foster Golf Course</i>	
Division: <i>Golf Course Maint.</i>	Account: <i>411-576-680</i>	Fund: <i>411-Foster Golf</i>
	<i>411-576-681</i>	<i>Course</i>
	<i>411-582-760</i>	
	<i>411-592-760</i>	
	<i>411-594-760</i>	

BUDGET NARRATIVE: *(Cont.)*

CAPITAL OUTLAYS

Golf Course Improvements.....\$ 35,000

OTHER

Miscellaneous General Government.....	\$ 10,816
Principal and Interest on Bonds and Capital Lease	645,763 ⁽¹⁾
Estimated Ending Working Capital.....	<u>298,873</u>

TOTAL OTHER	\$ <u>955,452</u>
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⁽¹⁾ Note: For the first five years of bonded debt service payments, the General Fund (Sales Tax allocation) will transfer funds to the Golf Fund. After five years, the Golf Fund will transfer funds to the General Fund for the following five years. This is being allocated to equalize the respective debt shares of the 2003 Bond issues.

The debt service schedule for the 2003 Bond Issue calls for the Golf Course private activity portion (restaurant) to be called first. The Arterial Street portion will start being called after five years. Utilizing the Sales Tax revenues transfer to the Golf Course will equalize the Debt Service payments over the 20-year period.

Department: *Parks & Recreation*
Division: *Golf Course Maint.
& Pro Shop*

Program: *Foster Golf Course*
Account: *411-576-680
411-576-681
411-594-760*

Fund: *411-Foster Golf Course*

2007 PROGRAM GOALS:

Maintenance

- Install herring bone style drainage in front of the 9th green.
- Install herring bone style drainage left side of 6th green.
- Install herring bone style drainage right side of 3rd green to drain to sump in fairway.
- Aerate the surrounds in Spring 2007 and Fall 2007.
- All capital projects to be designed and constructed by in-house golf maintenance staff.

Pro Shop

- Promote facility by continuing to target junior weekend golf promotion.
- Create and share financing of Golf Course and Restaurant joint marketing program.

2006 PROGRAM GOALS:

Maintenance

- Remove 11th hole bunker and rebuild front apron. ***Deferred.***
- Rebuild second half of 16th tee for improved quality and play. ***Completed.***
- Aerate all tees and fairways annually for improved turf conditions. ***Completed.***
- Complete drainage projects on 1st fairway (lake), 9th green and 15th tee to fairway. ***Completed.***
- Conduct weed eradication on all new construction areas and 2nd through 6th fairways, as well as heavy weed areas on remainder of course. ***Completed.***
- All capital projects to be designed and constructed by in-house golf maintenance staff. ***Ongoing.***
(16th tee; drainage box replacement; drainage projects on 2nd green, 7th tee and green, and 4th green; removed back bunker of 12th green and contoured to match surrounds; complete renovation of back bunker on 7th green.)

Pro Shop

- Increase rounds played by 10% on Mondays and Tuesdays mid-day and after work during prime golf seasons (May through September). ***Completed.***
- Work with Gordy's management to identify common customers of both restaurant and golf course in order to conduct new joint marketing efforts. ***Completed and ongoing.***
- Update and improve fostergolflinks.com website as new marketing tool. ***Completed.***
- Expand the Director of Instruction role as Tournament Director to increase tournament revenues and streamline tournament scheduling and operations. ***Completed.***

PROGRAM PERFORMANCE MEASURES:

	2005	2006	2007
	<u>ACTUAL</u>	<u>ESTIMATE</u>	<u>PROJECTION</u>
Golf course maintenance costs	\$767,387	\$775,796	\$828,503
Rounds of play	60,000	56,000	57,000
Maintenance costs per round of play	\$12.79	\$13.85	\$14.53
Greens fee revenue	\$1,042,761	\$1,100,000	\$1,250,000

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.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
<u>412/01 OPERATIONS & MAINTENANCE</u>				
10 Salaries & Wages	\$ 309,000	\$ 347,477	\$ 389,984	\$ 408,272
20 Personnel Benefits	110,000	125,128	141,095	191,581
30 Supplies	23,000	31,674	31,100	29,600
40 Other Services & Charges	140,000	111,605	168,724	164,572
50 Intergovt. Services & Taxes	30,000	23,143	30,000	25,000
60 Capital Outlays	7,000	12,590	7,000	7,500
00 Other	275,000	292,561	297,686	309,338
TOTAL 412/01	\$ 894,000	\$ 944,178	\$1,065,589	\$1,135,863
<u>412/02 CAPITAL OUTLAYS</u>				
10 Salaries & Wages	\$ 139,000	\$ 209,875	\$ 89,711	\$ 96,284
20 Personnel Benefits	38,000	49,373	29,157	45,736
30 Supplies	0	5,962	0	0
40 Other Services & Charges	805,000	591,742	929,000	520,000
60 Capital Outlays	40,000	4,408,953	3,993,000	2,455,000
00 Other	100,000	3,744,819	1,419,939	865,938
TOTAL 412/02	\$1,122,000	\$ 9,010,724	\$6,460,807	\$3,982,958
TOTAL SURFACE WATER	\$2,016,000	\$ 9,954,902	\$ 7,526,396	\$ 5,118,821

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 (\$23,000); educational supplies (\$1,000); small tools (\$2,000); and miscellaneous supplies (\$3,600).

Department: *Public Works*

Program: *Surface Water*

BUDGET NARRATIVE (Cont.)

“Other Services & Charges” includes equipment rental (\$49,537); utility services (\$16,500); waste disposal (\$45,000); repairs (\$13,965); miscellaneous (\$11,100); professional services (\$3,470); 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	\$ 250,000
86-DR01	.08	Strander Blvd. Upgrade and Pump Station.....	(250,000)
N/A	.09	Annual Neighborhood Drainage Projects (Eng. & Const.).	450,000
93-DR10	.22	Surface Water GIS Inventory.....	150,000
06-DR02	.29	Duwamish Gardens.....	1,465,000
06-DR03	.30	Private Storm System Adoption & Rehab. Program	450,000
00-DR05	.98	Allentown/Foster Point Drainage Phase II	400,000
00-DR06	.99	Cascade View Drainage Improvements	60,000
SUBTOTAL CAPITAL PROJECTS			\$ 2,975,000
Engineering Salaries & Benefits.....			142,020 ¹
Debt Service PWTF Loans.....			391,964
Estimated Ending Working Capital.....			473,974
TOTAL 412/02			\$ 3,982,958
TOTAL 412/01 (from page 168)			<u>1,135,863</u>
TOTAL 412			<u>\$ 5,118,821</u>

(1) “Salaries & Wages” includes one (1) Senior Engineer.

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

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

Fund: *412-Surface Water*

SURFACE WATER MAINTENANCE

2007 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.

2006 PROGRAM GOALS:

General

- Participate in development of a multi-year small drainage project list. ***Refinements to the 2006 small drainage project list have been coordinated with Engineering.***
- Provide field support to Engineering for GIS inventory. ***Goal met.***
- Investigate through usage of TV, GIS and flushing tasks to find unmapped systems. ***Efforts continue.***

Performance

- TV inspect 15,000 LF of pipe. ***Unable to complete system TV work due to Sound Transit and other project specific work requests.***
- Maintain/clean 3,500 LF of ditches and four large water quality ponds. ***Approximately 80% completed.***
- Clean 1,400 catch basins, manholes and stormceptors. ***Over 1,000 completed.***
- Maintain/clean 15,000 LF of storm lines. ***Partial completion. Vector truck was out of service during a critical period.***
- 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

2007 PROGRAM GOALS:

- Complete small drainage projects identified on the approved FY2007 list.
- Obtain funding for acquisition of Duwamish Gardens.
- Begin adoption and repair of the private storm systems that have been identified.
- Continue development of the GIS as-builts of city infrastructure that complies with NPDES Phase II.

2006 PROGRAM GOALS:

- Complete construction for the Cascade View Neighborhood Improvement Project. ***Project substantially completed. Cleanup items may continue into 2007.***
- Complete construction of Strander Blvd. Project. ***Project completed.***
- Complete small drainage projects identified on the approved FY2006 list. ***The 2006 SDP design and construction completed.***
- Continue development of the GIS as-builts of city infrastructure that complies with NPDES Phase II. ***Area #3 inventory completed.***

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 195 vehicles and 138 other pieces of equipment.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
<u>01 OPERATIONS & MAINTENANCE</u>				
10 Salaries & Wages	\$ 239,000	\$ 217,259	\$ 240,395	\$ 304,854
20 Personnel Benefits	63,000	63,411	77,409	102,628
30 Supplies	393,000	435,129	414,500	464,500
40 Other Services & Charges	168,000	146,768	160,980	170,980
50 Intergovt. Services & Taxes	0	1	0	0
60 Capital Outlays	5,000	728	15,000	15,000
00 Other	146,000	151,992	158,167	164,403
SUBTOTAL 01	\$1,014,000	\$1,015,288	\$1,066,451	\$1,222,365
<u>02 CAPITAL REPLACEMENTS</u>				
60 Capital Outlays	\$ 780,000	\$ 586,262	\$1,203,000	\$1,023,601
00 Est. Ending Working Capital	0	3,324,851	3,040,350	2,905,155
SUBTOTAL 02	\$ 780,000	\$3,911,113	\$4,243,350	\$3,928,756
TOTAL 501	\$1,794,000	\$4,926,401	\$5,309,801	\$5,151,121

BUDGET NARRATIVE:

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

“Supplies” includes fuel (\$260,000); repairs (\$125,000); fleet replacement parts and supplies (\$25,000); inventory (\$50,000); small tools (\$2,500); and office supplies (\$2,000).

“Other Services & Charges” includes equipment rental contributions (\$12,930); insurance (\$14,000); repairs (\$125,000); Explorer vehicle paint (\$10,000); and miscellaneous (\$9,050).

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

“Capital Outlays” 02 program group reflects vehicle replacements. *See page 175.*

“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*

2007 PROGRAM GOALS:

General

- Use monthly maintenance management tracking reports to recommend a 10 percent reduction in fleet maintenance costs.

Performance

- Complete 85 percent of the 2007 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.

2006 PROGRAM GOALS:

General

- Evaluate staffing levels to meet customer needs and changes in fleet operations. ***Completed, an additional fleet technician was added in 2006 to replace Internal Operations Manager position.***
- Use monthly maintenance management tracking reports to recommend a 10 percent reduction in fleet maintenance costs. ***Better tracking and managing of fuel usage on each vehicle.***

Performance

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

NEW & REPLACEMENT PURCHASES IN 2007

DESCRIPTION	UNIT #	EST. COST	NEW REPLACE DATE	REPLACEMENT UNIT
PLANNED REPLACEMENTS:				
<u>POLICE:</u>				
1 Patrol Car	1102	\$ 47,000	2010	Patrol Car
2 Patrol Car	1118	47,000	2010	Patrol Car
3 Patrol Car	1174	47,000	2010	Patrol Car
4 Patrol Car, K9	1109	48,500	2010	Patrol Car, K9
<u>FIRE:</u>				
5 Astro Van (passenger)	1208	37,250	2014	Fire Prevention Van
6 ER Admin Sedan (Lumina)	1147	57,000	2014	ER Admin SUV
7 Astro Van (passenger)	1238	37,250	2014	Fire Prevention Van
<u>GOLF:</u>				
8 J.D. Utility Vehicle	1063	9,080	2014	Utility Vehicle
9 J.D. Utility Vehicle	1064	9,080	2014	Utility Vehicle
10 Rotary Mower	1473	50,530	2012	Rotary Mower
11 Rotary Mower	1612	18,290	2012	Rotary Mower
12 Gang Mower	1664	60,000	2014	Gang Mower
<u>STREET:</u>				
13 Roller	1458	16,000	2022	Roller
14 Roller Trailer	1005	6,000	2022	Trailer
15 Arrowboard	1430	14,000	2014	Arrowboard
16 1-Ton Dump	1378	40,000	2022	1-Ton Dump
<u>FACILITIES:</u>				
17 Cargo Van	1247	40,000	2014	Cargo Van
<u>SEWER/STORM:</u>				
18 Retrofit P/U w/ Lift gate	1230	2,000	2013	Retrofit P/U w/ Lift gate
SUBTOTAL PLANNED REPLACEMENTS		<u>\$585,980</u>		
<u>STANDBY FLEET:</u>				
19 To be determined	xxxx	30,000	xxxx	To be determined
TOTAL BUDGETED PURCHASES		<u>\$615,980</u>		
BUDGETED CARRYOVERS				
20 Patrol Car Outfitting	1715	\$ 13,698		
21 Patrol Car Outfitting	1716	13,698		
22 Patrol Car Outfitting	1717	19,198		
23 ¾ Ton Service Truck	2200	18,062		
24 Dump Truck, 12-Yard	2300	152,320		
25 Snowplow	2600	7,000		
26 Sander	2601	29,645		
27 Fire Chief Vehicle	5401	4,000		
28 Police Car Cameras	xxxx	<u>150,000</u>		
TOTAL BUDGETED CARRYOVERS		<u>\$407,621</u>		
GRAND TOTAL		<u>\$1,023,601</u>		

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

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

Fund: *502-Insurance*

PROGRAM DESCRIPTION:

This fund accounts 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.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
20 Personnel Benefits	\$3,390,000	\$3,733,743	\$3,745,712	\$4,297,393
40 Other Services & Charges	30,000	38,570	41,000	43,000
00 Other	0	0	295,393	778,419
TOTAL	\$3,420,000	\$3,772,313	\$4,082,105	\$5,118,812

BUDGET NARRATIVE:

"Personnel Benefits" reflects medical and dental payments.

"Other Services & Charges" includes (\$23,000) 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 accounts for the City's self-insured medical plan for Law Enforcement Officers and Fire Fighters (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>	<u>2004 ACTUAL</u>	<u>2005 ACTUAL</u>	<u>2006 BUDGET</u>	<u>2007 BUDGET</u>
20 Personnel Benefits	\$ 265,000	\$ 391,160	\$ 485,703	\$ 679,906
40 Other Services & Charges	5,000	4,868	3,000	3,000
00 Other	0	617,245	585,801	527,980
TOTAL	\$ 270,000	\$1,013,273	\$1,074,504	\$1,210,886

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 thirteen (13) firefighters who qualify for a City pension system prior to 1971.

PROGRAM OBJECT BUDGET:

<u>PROGRAM OBJECT</u>	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
20 Personnel Benefits	\$ 35,000	\$ 44,096	\$ 40,000	\$ 40,000
40 Other Services & Charges	3,000	11,250	3,000	15,000
00 Estimated Ending Fund Balance	0	1,277,004	1,342,595	1,355,004
TOTAL	\$ 38,000	\$1,332,350	\$1,385,595	\$1,410,004

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>	
32	Replacement Office Equipment.....	\$ 5,000
45	Filing Cabinet System – Municipal Court.....	8,000
	<u>Arts Commission</u>	
40	Holiday Banners	\$ 3,000
40	Art Purchases	30,000
	<u>Administrative Services</u>	
52	Computer Replacements.....	\$ 53,000
	<u>Finance</u>	
56	Replacement Equipment	\$ 5,000
	<u>Recreation & Parks</u>	
64	New Equipment – Office and Fitness	\$ 10,000
64	Replacement Equipment – Community Center	30,000
68	Replacement Equipment - Pool.....	5,000
70	TCC Preschool Playground Equipment.....	10,000
70	Hanging Flower Baskets - Parks	2,500
	<u>DCD</u>	
76	Replacement Office Equipment.....	\$ 10,000
	<u>Police</u>	
88	Replacement Equipment	\$ 41,925
90	Replacement Equipment	8,700
92	Replacement Equipment	3,800
94	Replacement Equipment	85,000
94	Grant Project Match	2,000
94	Neighborhood Resource Center Replacement Equipment.....	20,000

(continued...)

<u>PAGE</u>	<u>DEPARTMENT / ITEM</u>	<u>AMOUNT</u>
	<u>Fire</u>	
102	Replacement Office Furniture.....	\$ 8,500
102	Telestaff Computer Program	36,500
104	Bunker Gear Replacements	25,000
104	MDC's and VRM's	10,000
104	Bunker Gear Storage.....	11,700
104	Hoses and Nozzle	5,500
104	Accountability Boards	7,500
104	Radio Ear Phone Kits	8,000
106	Fire Extinguisher Prop	5,700
106	Second Half Remodel.....	16,000
106	Laptop Computers	8,500
106	Knox Boxes	6,300
106	Air Pack	3,800
144	Pumper Replacement.....	520,000
	<u>Public Works</u>	
122	Emergency Operations Center (EOC) Replacement Radios.....	\$ 65,000
128	Plotter	10,000
135	Replacement Equipment - Street.....	5,000
155	Water – Auto Meter Reader Equipment.....	68,400
155	Leak Detection Survey Tool.....	5,000
155	Ditch Pump.....	2,500
159	Sewer – Replacement Equipment	5,000
169	Surface Water – Replacement Equipment	7,500
173	Equipment Rental – Miscellaneous Equipment	15,000
175	Equipment Rental - Vehicle Replacements	1,023,601
	<u>Hotel/Motel</u>	
137	Replacement Equipment	\$ 10,000

2007-2008 HUMAN SERVICES BUDGET DETAIL

SUPPORT FOR SELF SUFFICIENCY

	AGENCY	PROGRAM	2005 BUDGET	2006 BUDGET	2007 BUDGET
1.	Senior Services of Seattle/King County	Meals on Wheels	\$ 7,000	\$ 7,000	\$ 5,600
2.	Senior Services of Seattle/King County	Volunteer Transportation	1,692	1,692	1,764
3.	To be identified	ESL/Adult Literacy	21,950	21,950	21,500
4.	Refugee Women's Alliance ReWA	Family Support Services	7,000	7,000	10,000
5.	Diocese of Olympia	Jump Start Micro Loan	0	0	9,000
6.	Highline Com. College	Volunteer Literacy	0	0	1,000
7.	Somali Community SC	Family Support Services	0	0	8,000
		Subtotal	\$ 37,642	\$ 37,642	\$ 56,864

INFORMATION AND REFERRAL

	Senior Services of Seattle/King County	Senior Outreach	\$ 12,500	\$ 12,500	\$ 0
8.	Childcare Resources	Information and Referral	5,000	5,000	5,000
9.	Crisis Clinic	Teen Link	1,000	1,000	1,000
10.	Crisis Clinic	Telephone Services	2,000	2,000	1,302
11.	Crisis Clinic 2-1-1	Community Information	0	0	1,500
12.	DAWN Crisis Line	24 Hour Hotline	0	0	2,000
		Subtotal	\$ 20,500	\$ 20,500	\$ 10,802

POSITIVE AND HEALTHY FAMILY RELATIONSHIPS

13.	Renton Area Youth Services RAYS	Tukwila Family Support Services	\$ 50,120	\$ 50,120	\$ 50,120
14.	Ruth Dykeman	School-Based Alcohol & Other Drug Services	33,160	33,160	33,160
15.	Institute for Family Development	Parents & Children Together PACT	20,700	20,700	21,600
16.	South Seattle Community College	A.P.P.L.E.	15,000	15,000	15,500
17.	South Seattle Community College	Baby & Me	5,500	5,500	5,500
18.	King County Sexual Assault Resource Ctr.	Comprehensive Sexual Assault Services	14,000	14,000	14,000
19.	RAYS	PATHS	0	0	2,500
20.	RAYS	Latina Life Skills	0	0	8,000
		Subtotal	\$ 138,480	\$ 138,480	\$ 150,380

(continued...)

2007-2008 HUMAN SERVICES BUDGET DETAIL *(contd.)*

SAFETY NET FOR URGENT AND BASIC NEEDS

	AGENCY	PROGRAM	2005 BUDGET	2006 BUDGET	2007 BUDGET
21.	Children's Therapy Center	Therapy Assistance	\$ 4,224	\$ 4,224	\$ 5,000
22.	DAWN	Shelter	7,000	7,000	7,000
23.	Multi-Service Center	Emergency Shelter	3,000	3,000	3,800
24.	Catholic Community Services	Emergency Assistance	7,000	7,000	9,154
25.	Way Back Inn	Way Back Inn	6,000	6,000	6,000
26.	Highline Community Hospital	Youth Health Center	7,500	7,500	7,500
	Highline Community Hospital**	Midwifery	7,500	7,500	0
27.	Tukwila Pantry	Food Bank	8,154	8,154	10,000
	St. Vincent de Paul**	Food Bank	4,000	4,000	0
	YWCA**	Homeless Prevention	20,000	20,000	0
28.	YWCA	Domestic Violence Advocate	25,000	25,000	20,000
29.	Hospitality House	Women's Shelter	3,000	3,000	3,000
30.	Pregnancy Aid	Clothing Bank for Infants	2,000	2,000	2,000
31.	Community Health Center	Primary Medical Care	2,000	2,000	3,000
32.	Community Health Center	Dental Care	2,000	2,000	2,500
33.	Catholic Comm. Services	Rental Assistance	0	0	20,000
		Subtotal	\$ 108,378	\$ 108,378	\$ 98,954
	Reinvesting in Youth		2,500	2,500	0
		TOTAL	\$307,500	\$307,500	\$317,000

** Did not apply for 2007-2008 funding cycle. **BOLD** = New program

Total recommended (2007-2008).....	\$317,000
Contingency	<u>15,800</u>
Total	\$332,800

*Note: All budgeted amounts for Human Services programs are for a duration of two years.
See also pages 34-35.*

City of Tukwila 2007 Annual Salary Ranges

<u>Elected Officials</u>				
COUNCIL MEMBER	e01	12,600		
MAYOR	e02	84,168		
<u>Non-Represented</u>				
<u>Position Title</u>	<u>Grade</u>	<u>Entry</u>	<u>Control Point</u>	<u>Actual</u> ¹
CITY ADMINISTRATOR	n-f102	103,368	134,424	
PUBLIC WORKS DIRECTOR	n-e91	92,412	120,192	
FIRE CHIEF	n-e91	92,412	120,192	
POLICE CHIEF	n-e91	92,412	120,192	
ADMIN SERVICES DIRECTOR	n-e83	89,388	116,244	118,716
FINANCE DIRECTOR	n-e83	89,388	116,244	
PARKS AND RECREATION DIRECTOR	n-e83	89,388	116,244	
DCD DIRECTOR	n-e83	89,388	116,244	115,092
ECONOMIC DEVELOPMENT ADMINISTRATOR	n-e81	84,552	110,676	
SOUND TRANSIT PROJECT MANAGER	n-d72	83,196	105,948	
ASSISTANT FIRE CHIEF	n-d72	83,196	105,948	
ASSISTANT POLICE CHIEF	n-d72	83,196	105,948	
CITY ENGINEER	n-d72	83,196	105,948	
DEPUTY PARKS & REC DIRECTOR	n-d63	77,796	97,236	
DEPUTY DCD DIRECTOR	n-d63	77,796	97,236	101,316
DEPUTY PUBLIC WORKS DIRECTOR	n-d63	77,796	97,236	
MAINTENANCE OPERATIONS MANAGER	n-d62	76,164	95,172	104,640
POLICE COMMANDER	n-d62	76,164	95,172	
BUILDING OFFICIAL	n-d61	75,468	94,356	
SENIOR ENGINEER	n-d61	75,468	94,356	
INFORMATION TECHNOLOGY MANAGER	n-d61	75,468	94,356	
CITY CLERK	n-c42	64,008	76,848	79,284
COURT ADMINISTRATOR	n-c42	64,008	76,848	
PUBLIC WORKS ANALYST	n-c42	64,008	76,848	
PERSONNEL ANALYST	n-c42	64,008	76,848	
SYSTEMS ADMINISTRATOR	n-c41	59,964	71,988	
EXECUTIVE SECRETARY	n-b23	51,504	59,256	60,012
DEPUTY CITY CLERK	n-b23	51,504	59,256	
ADMINISTRATIVE ASSISTANT	n-b23	51,504	59,256	
ADMINISTRATIVE SECRETARY	n-b22	48,756	56,100	
CIVIL SERVICE EXAMINER	n-b22	48,756	56,100	
PERSONNEL TECHNICIAN	n-b21	46,008	52,944	
ADMIN SUPPORT TECH (NON-REP)	n-a12	41,388	46,608	

¹ 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

<u>Position Title</u>	<u>Grade</u>	<u>Step 1</u>	<u>Step 5</u>	<u>Actual</u> ²
ADMIN SUPPORT ASSISTANT	t-a11	34,428	41,844	
ADMIN SUPPORT TECHNICIAN	t-a12	36,840	44,784	
ADMIN SUPPORT SPECIALIST	t-a13	39,420	47,904	
ADMIN SUPPORT COORDINATOR	t-b21	42,168	51,240	51,864
BAILIFF	t-b21	42,168	51,240	
PROBATION OFFICER	t-c41	59,148	71,868	
POLICE MANAGEMENT ASST	t-b25	55,260	67,200	
BUSINESS COMMUNITY LIAISON	t-b22	45,096	54,840	
MARKETING COMMUNICATIONS COORD	t-b22	45,096	54,840	
PROGRAM MANAGER	t-c43	67,716	82,308	
INFO TECHNOLOGY SPECIALIST	t-b21-22	42,168	54,840	
DATABASE ADMINISTRATOR	t-b22	47,268	54,384	
FISCAL SUPPORT TECHNICIAN	t-a12	36,840	44,784	
FISCAL SPECIALIST	t-b21	42,168	51,240	
FISCAL COORDINATOR	t-c42	63,276	76,920	
SENIOR FISCAL COORDINATOR	t-c43	67,716	82,308	
SAFETY RISK MANAGEMENT ANALYST	t-c42	63,276	76,920	
RECREATION PROG ASSISTANT	t-a11	34,428	41,844	
AQUATICS PROG ASSISTANT	t-a11	34,428	41,844	
RECREATION PROG SPECIALIST	t-b21	42,168	51,240	
AQUATICS PROG SPECIALIST	t-b21	42,168	51,240	
RECREATION PROG COORDINATOR	t-b24	51,660	62,784	
AQUATICS PROG COORDINATOR	t-b25	55,260	67,200	
RECREATION SUPERINTENDENT	t-c42	63,276	76,920	
SPECIAL PROGRAMS VOLUNTEER COORD	t-c42	62,052	74,496	
DIRECTOR OF INSTRUCTION – GOLF	t-b24	51,660	62,784	
ASSISTANT PLANNER	t-c41	59,148	71,868	
SENIOR PLANNER	t-c42	63,276	76,920	
PLANNING SUPERVISOR	t-c51	72,456	88,092	
GRAPHICS SPECIALIST	t-b21	42,168	51,240	54,432
URBAN ENVIRONMENTALIST	t-c42	63,276	76,920	
CODE ENFORCEMENT OFFICER	t-b22	45,096	54,840	
PERMIT COORDINATOR	t-c41	59,148	71,868	
PLANS EXAMINER	t-b22	45,096	54,840	
SENIOR PLANS EXAMINER	t-b24	51,660	62,784	63,216
INSPECTOR	t-b22-24	45,096	62,784	
PROJECT INSPECTOR	t-b23-24	48,264	62,784	
PROJECT MANAGER	t-c43	67,716	82,308	

² 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>Actual</u>
ENGINEERING TECHNICIAN	t-b22	45,096	54,840	
ENGINEER	t-c42	63,276	76,920	
FACILITIES CUSTODIAN	t-a12	36,840	44,784	
LEAD FACILITIES CUSTODIAN	t-b23	48,264	58,680	
FACILITIES OPS TECHNICIAN	t-b22	45,096	54,840	
MAINTENANCE TECHNICIAN	t-a13	39,420	47,904	
MAINTENANCE SPECIALIST	t-b21	42,168	51,240	
LEAD MAINT SPECIALIST	t-b23	48,264	58,680	
GOLF MAINTENANCE SUPERVISOR	t-b31	51,660	62,784	
MAINTENANCE WORKER	t-a11	34,428	41,844	
MAINT & OPS SPECIALIST	t-b22	45,096	54,840	
SR MAINT & OPS SPECIALIST	t-b23	48,264	58,680	
MAINT & OPS FOREMAN	t-b24	51,660	62,784	
MAINT & OPS SUPERINTENDENT	t-c42	63,276	76,920	
FLEET TECHNICIAN	t-b22	45,096	54,840	57,216
FLEET SUPERVISOR	t-b31	51,660	62,784	

Police Non-Commissioned USWA ³

<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
DOMESTIC VIOLENCE ADVOCATE	pn-dva	40,908	49,728
POLICE INFORMATION ANALYST	pn-pia	45,924	53,160
COMMUNITY POLICING COORD	pcc	51,972	60,144

Fire IAFF ⁵

		<u>Probationary</u>	<u>High</u>
FIREFIGHTER	Ff	54,120	67,644
FIRE LIEUTENANT	Flt	77,796	77,796
FIRE BATTALION CHIEF	fbc	87,936	87,936

Police Guild ⁵

		<u>Entry</u>	<u>High</u>
POLICE OFFICER	ppo	54,840	66,840
MASTER POLICE OFFICER	ppo	68,520	71,988
POLICE SERGEANT	psg	73,788	76,644
MASTER POLICE SERGEANT	psg	78,576	80,532

³ The salary ranges for Police Non-Commissioned USWA represent 2005 wages pending the outcome of negotiations.

2007 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			\$ 147,720
	Administrative Assistant	N-B12	1.00	
	Council Members	Res #	7.00	
	Overtime (13)			\$ 3,000
			<u>8.00</u>	<u>\$ 150,720</u>
COUNCIL TOTAL FTE			8.00	
COUNCIL TOTAL SALARIES				\$ 150,720
MAYOR'S OFFICE ADMINISTRATION	000.03.513.100			\$ 426,432
	Mayor	Res #	1.00	
	City Administrator	N-F102	1.00	
	Econ. Develop. Administrator	N-E81	1.00	
	Executive Secretary	N-B23	1.00	
Vol Coord moved to Rec	Administrative Secretary	N-B22	0.50	
Secretarial Pool new in 2007	Extra Labor (12)			\$ 22,000
			<u>4.50</u>	<u>\$ 448,432</u>
MAYOR'S OFFICE HUMAN SERVICES	000.03.557.201			\$ 130,212
	Admin Support Specialist	T-A13	1.00	
	Program Manager	T-C43	1.00	
	Extra Labor (12)			\$ 500
	Overtime (13)			\$ 515
			<u>2.00</u>	<u>\$ 131,227</u>
MAYOR'S OFFICE HOTEL/MOTEL TAX	101.00.557.300			\$ 223,600
	Program Manager	T-C43	1.00	
	Business Community Liaison	T-B22	1.00	
	Mkting & Communications Coord	T-B22	1.00	
	Admin Support Specialist	T-A13	1.00	
	Extra Labor (12)			\$ 24,000
	Overtime (13)			\$ 5,150
			<u>4.00</u>	<u>\$ 252,750</u>
MAYOR'S OFFICE TOTAL FTE			10.50	
MAYOR'S OFFICE TOTAL SALARIES				\$ 832,409

2007 CITY OF TUKWILA FTE'S BY DEPARTMENT

<u>DEPARTMENT</u>	<u>BUDGET ACCT #</u>		<u>FTE</u>	<u>Total Wages</u>
MUNICIPAL COURT	000.09.512.500			\$ 361,479
ADMIN/JUDICIAL		Judge	\$60/HR 0.56	
		Court Administrator	N-C42 0.75	
		Admin Support Coordinator	T-B21 1.00	
		Bailiff	T-B21 1.00	
		Admin Support Technician	T-A12 3.00	
		Overtime (13)		\$ 3,605
			6.31	\$ 365,084
MUNICIPAL COURT	000.09.523.300			\$ 189,708
PROBATION SERVICES		Judge	\$60/HR 0.19	
		Court Administrator	N-C42 0.25	
		Probation Officer	T-C41 1.00	
		Admin Support Technician	T-A12 1.00	
		Jail Alternative Specialist	0.50	
New in 2006, unfilled		Extra Labor (12)		\$ 4,500
		Overtime (13)		\$ 1,545
			2.94	\$ 195,753
COURT TOTAL FTE			9.25	
COURT TOTAL SALARIES				\$ 560,837

2007 CITY OF TUKWILA FTE'S BY DEPARTMENT

<u>DEPARTMENT</u>	<u>BUDGET ACCT #</u>		<u>FTE</u>	<u>Total Wages</u>
ADMIN SERVICES	000.04.514.300			\$ 302,184
CITY CLERK	City Clerk	N-C42	1.00	
	Deputy City Clerk	N-B23	1.00	
	Admin Support Coordinator	T-B21	2.00	
	Admin Support Technician	T-A12	1.50	
			<u>5.50</u>	<u>\$ 302,184</u>
ADMIN SERVICES	000.04.516.200			\$ 312,226
HUMAN RESOURCES	Admin Services Director	N-E83	1.00	
	Personnel Analyst	N-C42	1.00	
Reclassified in 2006	Personnel Technician	N-B21	1.00	
New Position for 2007	Personnel Assistant		1.00	
	Extra Labor (12)			\$ 3,500
			<u>4.00</u>	<u>\$ 315,726</u>
ADMIN SERVICES	000.04.516.202			\$ 28,008
CIVIL SERVICE	Civil Service Examiner	N-B22	0.50	
			<u>0.50</u>	<u>\$ 28,008</u>
ADMIN SERVICES	000.04.518.880			\$ 350,376
INFO TECHNOLOGY	Information Technology Manager	N-D61	1.00	
	Systems Administrator	N-C41	1.00	
	Information Technology Specialist	T-B21/B22	2.00	
(new added .5 in 2006)	Admin Support Coordinator	T-B21	1.00	
	Database Administrator	T-B22	1.00	
	Extra Labor (12)			\$ 2,500
			<u>6.00</u>	<u>\$ 352,876</u>
ADMIN SERVICES TOTAL FTE			16.00	
ADMIN SERVICES TOTAL SALARIES				\$ 998,794

2007 CITY OF TUKWILA FTE'S BY DEPARTMENT

<u>DEPARTMENT</u>	<u>BUDGET ACCT #</u>		<u>FTE</u>	<u>Total Wages</u>
FINANCE	000.05.514.230			\$ 909,175
	Finance Director	N-E83	1.00	
New Position for 2007	Accounting Manager		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	
	Extra Labor (12)			\$ 8,000
	Overtime (13)			\$ 1,030
			<u>14.00</u>	<u>\$ 918,205</u>
	FINANCE TOTAL FTE		14.00	
	FINANCE TOTAL SALARIES			\$ 918,205
CITY ATTORNEY	000.06.515.200			
	Extra Labor (12)			\$ 2,500
				<u>\$ 2,500</u>

2007 CITY OF TUKWILA FTE'S BY DEPARTMENT

<u>DEPARTMENT</u>	<u>BUDGET ACCT #</u>		<u>FTE</u>	<u>Total Wages</u>
PARKS & RECREATION	000.07.574.100			\$ 240,168
ADMINISTRATION				
	Parks & Recreation Director	N-E83	.75	
	Deputy Parks & Rec Director	N-D63	1.00	
	Administrative Secretary	N-B22	1.00	
	Extra Labor (12)			-
	Overtime (13)			-
			<u>2.75</u>	<u>\$ 240,168</u>
PARKS & RECREATION	000.07.574.200			\$ 872,058
RECREATION SERVICES				
In 2006 Mayor's budget Vol Crd	Recreation Superintendent	T-C42	1.00	
and added .5 Rec Prog Coord	Special Programs/Vol Coordinator	T-C42	0.75	
	Recreation Prog Coordinator	T-B31/B24	4.50	
	Recreation Prog Specialist	T-B21	4.00	
	Admin Support Coordinator	T-B21	1.00	
Reclassified in 2006	Fiscal Specialist	T-B21	1.00	
	Recreation Prog Assistant	T-A11	1.25	
	Admin Support Assistant	T-A11	3.00	
	Extra Labor (12)			\$ 334,672
	Overtime (13)			\$ 5,100
			<u>16.50</u>	<u>\$ 1,211,830</u>
PARKS & RECREATION	000.07.574.201			
CASEY SCHOOLS				
	Extra Labor (12)			\$ 48,565
				<u>\$ 48,565</u>
PARKS & RECREATION	000.07.574.203			
FARMERS MARKET				
	Extra Labor (12)			\$ 1,700
				<u>\$ 1,700</u>
PARKS & RECREATION	000.07.576.200			\$ 199,332
AQUATICS				
	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	
	Extra Labor (12)			\$ 96,150
	Overtime (13)			\$ 5,150
			<u>3.75</u>	<u>\$ 300,632</u>

2007 CITY OF TUKWILA FTE'S BY DEPARTMENT

<u>DEPARTMENT</u>	<u>BUDGET ACCT #</u>		<u>FTE</u>	<u>Total Wages</u>
PARKS & RECREATION	000.15.576.800			\$ 404,628
PARKS MAINTENANCE	Maintenance & Ops Superintendent	T-C42	1.00	
	Lead Maintenance Specialist	T-B23	1.00	
3 @ .75 & 3 @ 100%	Maintenance Specialist	T-B21	5.25	
	Extra Labor (12)			\$ 40,000
	Overtime (13)			\$ 2,060
			7.25	\$ 446,688
PARKS & RECREATION	411.00.576.680			\$ 343,092
GOLF MAINTENANCE	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	
New Position for 2007 (.5)	Maintenance Specialist	T-B21	3.00	
	Extra Labor (12)			\$ 90,000
	Overtime (13)			\$ 1,030
			6.13	\$ 434,122
PARKS & RECREATION	411.00.576.681			\$ 228,084
PRO SHOP	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	
	Extra Labor (12)			\$ 40,000
	Overtime (13)			\$ 5,150
			3.88	\$ 273,234
PARKS & RECREATION TOTAL FTE			40.25	
PARKS & RECREATION TOTAL SALARIES				\$ 2,956,939

2007 CITY OF TUKWILA FTE'S BY DEPARTMENT

<u>DEPARTMENT</u>	<u>BUDGET ACCT #</u>		<u>FTE</u>	<u>Total Wages</u>
DCD	000.08.588.100			\$ 216,408
ADMINISTRATION				
	DCD Director	N-E83	1.00	
	Administrative Secretary	N-B22	1.00	
	Admin Support Assistant	T-A11	1.00	
	Extra Labor (12)			\$ 2,000
	Overtime (13)			\$ 1,751
			<u>3.00</u>	<u>\$ 220,159</u>
DCD	000.08.558.600			\$ 695,172
PLANNING				
	Deputy DCD Director	N-D63	1.00	
	Planning Supervisor	T-C51	1.00	
2 @ 100%, 3 @ 62.5%	Senior Planner	T-C42	3.87	
	Urban Environmentalist	T-C42	0.50	
	Assistant Planner	T-C41	1.63	
	Graphics Specialist	T-B21	1.00	
	Extra Labor (12)			\$ 16,000
	Overtime (13)			\$ 10,300
			<u>9.00</u>	<u>\$ 721,472</u>
DCD	000.08.558.602			
CTR				
	Extra Labor (12)			\$ 23,484
				<u>\$ 23,484</u>
DCD	000.08.558.603			\$ 125,508
CODE ENFORCEMENT				
	Code Enforcement Officer	T-B22	2.00	
Switched to Technician	Admin Support Technician	T-A12	0.50	
Assistant in Permits	Extra Labor (12)			\$ 1,000
			<u>2.50</u>	<u>\$ 126,508</u>
DCD	000.08.558.604			
TOD				
	Extra Labor (12)			\$ 4,000
				<u>\$ 4,000</u>
DCD	000.08.559.100			\$ 157,258
PERMIT COORDINATION				
.5 added in 2007	Permit Coordinator	T-C41	1.00	
	Admin Support Technician	T-A12	2.00	
			<u>3.00</u>	<u>\$ 157,258</u>
DCD	000.08.559.600			\$ 383,255
BUILDING				
	Building Official	N-D61	1.00	
	Senior Plans Examiner	T-B24	1.00	
1 FTE to Electrical in 2007	Inspector	T-B22/B24	3.00	
	Plans Examiner	T-B22	1.00	
	Overtime (13)			\$ 1,545
			<u>6.00</u>	<u>\$ 384,800</u>
DCD TOTAL FTE			23.50	
DCD TOTAL SALARIES				\$ 1,637,681

2007 CITY OF TUKWILA FTE'S BY DEPARTMENT

<u>DEPARTMENT</u>	<u>BUDGET ACCT #</u>		<u>FTE</u>	<u>Total Wages</u>
POLICE	000.10.521.100			\$ 674,832
ADMINISTRATION	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	
	Overtime (13)			\$ 1,030
			<u>7.00</u>	<u>\$ 675,862</u>
POLICE	000.10.521.210			\$ 825,451
INVESTIGATION	Master Police Sergeant		1.00	
(MAJOR CRIMES)	Police Officer		9.00	
	Police Records Clerk		1.00	
	Domestic Violence Advocate		1.00	
	Overtime (13)			\$ 94,760
			<u>12.00</u>	<u>\$ 920,211</u>
POLICE	000.10.521.220			\$ 2,661,794
PATROL	Master Police Sergeant		2.00	
	Police Sergeant		2.00	
	Police Officer		32.00	
	Service Transport Officer		1.00	
	Overtime (13)			\$ 434,660
			<u>37.00</u>	<u>\$ 3,096,454</u>
POLICE	000.10.521.230			\$ 538,580
RECORDS/EVIDENCE	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	
	Extra Labor (12)			\$ 7,000
	Overtime (13)			\$ 30,900
			<u>11.00</u>	<u>\$ 576,480</u>
POLICE	000.10.521.250			\$ 448,025
TAC TEAM	Master Police Sergeant		1.00	
	Master Police Officer		5.00	
	Overtime (13)			\$ 101,970
			<u>6.00</u>	<u>\$ 549,995</u>
POLICE	000.10.521.300			\$ 372,792
CRIME PREVENTION	Master Police Sergeant		1.00	
	Police Officer		3.00	
	Community Policing Coordinator		1.00	
	Extra Labor (12)			\$ 5,000
	Overtime (13)			\$ 11,330
			<u>5.00</u>	<u>\$ 389,122</u>

2007 CITY OF TUKWILA FTE'S BY DEPARTMENT

<u>DEPARTMENT</u>	<u>BUDGET ACCT #</u>	<u>FTE</u>	<u>Total Wages</u>
POLICE	000.10.521.400		\$ 74,248
TRAINING	Master Police Officer	1.00	
	Overtime (13)		\$ 9,270
		<u>1.00</u>	<u>\$ 83,518</u>
POLICE	000.10.521.700		\$ 375,918
TRAFFIC	Master Police Sergeant	1.00	
	Master Police Officer	4.00	
	Overtime (13)		\$ 39,140
		<u>5.00</u>	<u>\$ 415,058</u>
POLICE TOTAL FTE		84.00	
POLICE TOTAL SALARIES			\$ 6,706,700

2007 CITY OF TUKWILA FTE'S BY DEPARTMENT

<u>DEPARTMENT</u>	<u>BUDGET ACCT #</u>		<u>FTE</u>	<u>Total Wages</u>
FIRE	000.11.522.100			\$ 342,406
ADMINISTRATION	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>	<u>\$ 342,406</u>
FIRE	000.11.522.200			\$ 4,457,966
SUPPRESSION	Battalion Chief		3.00	
	Lieutenant		12.00	
1 position overfilled	Firefighter		39.00	
Not budgeted in 2006	Firefighter backfill		2.00	
New Position in 2007	Auxiliary Firefighter		1.00	
	Overtime (13)			\$ 435,690
	Holiday Pay (15)			\$ 160,000
			<u>57.00</u>	<u>\$ 5,053,656</u>
FIRE	000.11.522.300			\$ 502,134
PREVENTION	Battalion Chief		1.00	
	Lieutenant		3.00	
Reclassified in 2006	Fire Project Coordinator	T-C41	1.00	
	Admin Support Technician	T-A12	1.00	
	Overtime (13)			\$ 31,673
			<u>6.00</u>	<u>\$ 533,807</u>
FIRE	000.11.522.400			\$ 184,325
TRAINING	Battalion Chief		1.00	
	Lieutenant		1.00	
	Overtime (13)			\$ 8,446
			<u>2.00</u>	<u>\$ 192,771</u>
FIRE TOTAL FTE			69.00	
FIRE TOTAL SALARIES				\$ 6,122,640

2007 CITY OF TUKWILA FTE'S BY DEPARTMENT

<u>DEPARTMENT</u>	<u>BUDGET ACCT #</u>		<u>FTE</u>	<u>Total Wages</u>
PUBLIC WORKS	000.13.518.300			\$ 510,181
Reclassified in 2006	Maint & Ops Superintendent	T-C42	1.00	
	Lead Facilities Custodian	T-B23	1.00	
	Facilities Ops Technician	T-B22	2.00	
	Facilities Custodian	T-A12	6.00	
	Extra Labor (12)			\$ 10,000
	Overtime (13)			\$ 515
			<u>10.00</u>	<u>\$ 520,696</u>
PUBLIC WORKS	000.13.532.100			\$ 335,532
ADMINISTRATION	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	
	Extra Labor (12)			\$ 2,000
			<u>4.00</u>	<u>\$ 337,532</u>
PUBLIC WORKS	000.13.532.101			\$ 194,076
Internal Ops Mgr eliminated in 2006	Maintenance Operations Manager	N-D62	1.00	
	Admin Support Technician	T-A12	2.00	
	Extra Labor (12)			\$ 1,500
			<u>3.00</u>	<u>\$ 195,576</u>
PUBLIC WORKS	000.13.532.102			\$ 335,724
DEVELOPMENT	Engineer	T-C42	3.00	
	Project Inspector	T-B23/B24	1.00	
	Admin Support Technician	T-A12	1.00	
	Overtime (13)			\$ 3,090
			<u>5.00</u>	<u>\$ 338,814</u>
PUBLIC WORKS	000.13.532.200			\$ 559,752
ENGINEERING	City Engineer	N-D72	1.00	
	Senior Engineer	N-D61	1.00	
	Project Manager	T-C43	1.00	
	Project Inspector	T-B23/B24	1.00	
	Engineering Technician	T-B22	1.00	
FTE does not include Grant Positions	3 Grant Funded Positions		<u>5.00</u>	<u>\$ 559,752</u>

2007 CITY OF TUKWILA FTE'S BY DEPARTMENT

<u>DEPARTMENT</u>	<u>BUDGET ACCT #</u>		<u>FTE</u>	<u>Total Wages</u>
PUBLIC WORKS	000.16.542.900			\$ 678,908
STREET MAINTENANCE	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	
	Extra Labor (12)			\$ 40,000
	Overtime (13)			\$ 10,300
			12.50	\$ 729,208
PUBLIC WORKS	104.02.595.900			\$ 200,016
BRIDGES & STREETS	Sound Transit Project Manager	N-D72	1.00	
	Senior Engineer	N-D61	1.00	
	Extra Labor (12)			\$ 3,000
			2.00	\$ 203,016
PUBLIC WORKS	303.00.518.200			\$ 82,308
GENERAL GOV'T IMPVMT	Project Manager	T-C43	1.00	
			1.00	\$ 82,308
WATER	401.01.534.800			\$ 356,472
MAINTENANCE	Maintenance & Ops Superintendent	T-C42	1.00	
	Maintenance & Ops Foreman	T-B24	1.00	
	Maintenance & Ops Specialist	T-B22	4.00	
	Extra Labor (12)			\$ 6,000
	Overtime (13)			\$ 5,150
			6.00	\$ 367,622
SEWER	402.01.535.800			\$ 184,800
MAINTENANCE	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	
	Extra Labor (12)			\$ 8,000
	Overtime (13)			\$ 3,090
			3.00	\$ 195,890
WATER	401.02.594.341			\$ 47,112
ENGINEERING	Senior Engineer	N-D61	0.50	
			0.50	\$ 47,112
SEWER	402.02.594.351			\$ 47,112
ENGINEERING	Senior Engineer	N-D61	0.50	
			0.50	\$ 47,112

2007 CITY OF TUKWILA FTE'S BY DEPARTMENT

<u>DEPARTMENT</u>	<u>BUDGET ACCT #</u>		<u>FTE</u>	<u>Total Wages</u>
SURFACE WATER	412.01.538.380			\$ 376,872
MAINTENANCE	Maintenance & Ops Superintendent	T-C42	0.50	
	Maintenance & Ops Foreman	T-B24	1.50	
	Maintenance & Ops Specialist	T-B22	4.50	
	Extra Labor (12)			\$ 23,000
	Overtime (13)			\$ 8,400
			<u>6.50</u>	<u>\$ 408,272</u>
SURFACE WATER	412.02.594.382			\$ 94,224
ENGINEERING	Senior Engineer	N-D61	1.00	
	Overtime (13)			\$ 2,060
			<u>1.00</u>	<u>\$ 96,284</u>
EQUIPMENT RENTAL	501.01.548.650			\$ 283,824
Reclassified in 2006	Maint. & Ops Superintendent	T-C42	1.00	
Added 1 Tech from elimination	Fleet Technician	T-B22	4.00	
of Internal Ops Mgr	Extra Labor (12)			\$ 20,000
	Overtime (13)			\$ 1,030
			<u>5.00</u>	<u>\$ 304,854</u>
PUBLIC WORKS TOTAL FTE			65.00	
PUBLIC WORKS TOTAL SALARIES				\$ 4,434,048
GRAND TOTAL FTE			339.50	\$25,321,473

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.

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.