



**CITY OF TUKWILA
WASHINGTON**

PROPOSED BIENNIAL BUDGET

2017-2018

Elected Officials

MAYOR: Allan Ekberg

COUNCIL: Joe Duffie
Dennis Robertson
Verna Seal
Kathy Hougardy
De'Sean Quinn
Kate Kruller
Thomas McLeod

POPULATION: 19,540
ASSESSED VALUATION: \$5.6 Billion



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The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Tukwila, Washington for its biennial budget for the biennium beginning January 1, 2015. In order to receive this award, a government entity must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of two years. We believe our current budget document continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TUKWILA, WASHINGTON; ADOPTING THE BIENNIAL BUDGET OF THE CITY OF Tukwila FOR THE 2017-2018 BIENNIUM; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the preliminary budget of the City of Tukwila for the 2017-2018 biennium was submitted to the City Council in a timely manner for their review; and

WHEREAS, a Public Hearing on the proposed budget was advertised and held on November 14, 2016;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF TUKWILA, WASHINGTON, HEREBY ORDAINS AS FOLLOWS:

Section 1. The City Council hereby adopts the document entitled "City of Tukwila 2017-2018 Budget," incorporated by this reference as if fully set forth herein, in accordance with RCW 35A.34.120.

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

Section 3. A complete copy of the final budget for 2017-2018, as adopted, together with a copy of this adopting ordinance, shall be kept on file in the City Clerk's Office, and a copy 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. Corrections by City Clerk or Code Reviser. Upon approval of the City Attorney, the City Clerk and the code reviser are authorized to make necessary corrections to this ordinance, including the correction of clerical errors; references to other local, state or federal laws, codes, rules, or regulations; or ordinance numbering and section/subsection numbering.

Section 5. 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 6. 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 five days after passage and publication as provided by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF TUKWILA, WASHINGTON, at a Regular Meeting thereof this _____ day of _____, 2016.

ATTEST/AUTHENTICATED:

 Christy O'Flaherty, MMC, City Clerk

 Allan Ekberg, Mayor

APPROVED AS TO FORM BY:

Filed with the City Clerk: _____

Passed by the City Council: _____

Published: _____

 Rachel B. Turpin, City Attorney

Effective Date: _____

Ordinance Number: _____

Attachment: City of Tukwila 2017-2018 Budget

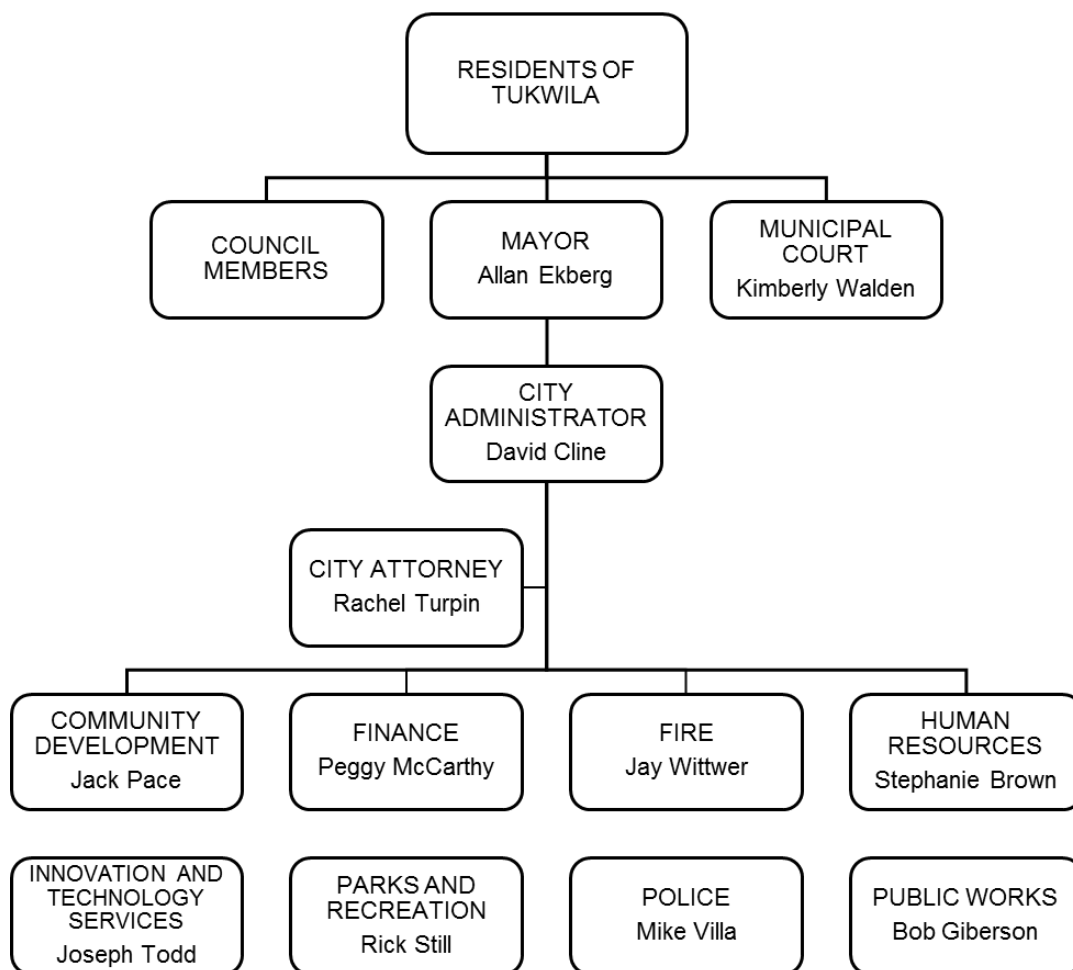
Fund	Total Expenditures	Total Revenues
000 General	\$142,401,606	\$ 142,401,606
105 Contingency	5,756,048	5,756,048
101 Hotel/Motel	2,400,875	2,400,875
103 City Street	15,665,431	15,665,431
104 Arterial Street	39,473,923	39,473,923
109 Drug Seizure Fund	581,635	581,635
200 LTGO Bonds	3,764,696	3,764,696
208 LTGO Bonds - 2017	492,000	492,000
209 LTGO Bonds - 2017	672,000	672,000
211 Limited Tax G.O. Refunding Bonds, 2008	1,619,416	1,619,416
212 Limited Tax G.O. Bonds, 2009A	855,751	855,751
214 Limited Tax G.O. Bonds, 2010A	1,190,316	1,190,316
216 UTGO - 2017	2,681,000	2,681,000
217 2011 Refunding Bonds	1,102,089	1,102,089
218 2014 Facility	226,260	226,260
206 LID Guaranty	670,151	670,151
233 2013 LID	2,280,408	2,280,408
301 Land Acquisition, Recreation & Park Dev.	4,098,123	4,098,123
302 Facility Replacement	8,171,906	8,171,906
303 General Government Improvements	735,349	735,349
304 Fire Improvements	727,831	727,831
305 Public Safety Plan	24,143,000	24,143,000
306 City Facilities	29,493,000	29,493,000
401 Water	18,126,561	18,126,561
402 Sewer	26,482,091	26,482,091
411 Foster Golf Course	3,805,274	3,805,274
412 Surface Water	20,672,828	20,672,828
501 Equipment Rental	12,878,676	12,878,676
502 Insurance Fund	14,059,425	14,059,425
503 Insurance - LEOFF 1 Fund	1,746,884	1,746,884
611 Firemen's Pension	1,311,619	1,311,619
Total All Funds Combined	<u>\$388,286,173</u>	<u>\$ 388,286,173</u>

RECONCILIATION OF 2017 - 2018 BUDGET SUMMARY TO ORDINANCE

REVENUES	2017 Beginning Fund Balance	2017 Revenues	2018 Revenues	Total Revenues
000 General	\$ 11,500,000	\$ 62,665,691	\$ 68,235,916	\$142,401,606
101 Hotel/Motel	906,875	736,000	758,000	2,400,875
103 City Street	833,331	9,397,500	5,434,600	15,665,431
104 Arterial Street	3,786,923	25,398,000	10,289,000	39,473,923
105 Contingency	5,716,048	20,000	20,000	5,756,048
109 Drug Seizure Fund	461,635	60,000	60,000	581,635
200 LTGO Bonds	133,546	691,150	2,940,000	3,764,696
208 LTGO Bonds - 2017 (Public Safety Plan)	-	-	492,000	492,000
209 LTGO Bonds - 2017 (Residential Street)	-	-	672,000	672,000
211 Limited Tax G.O. Refunding Bonds, 2008	416	809,900	809,100	1,619,416
212 Limited Tax G.O. Bonds, 2009A	2	427,461	428,288	855,751
213 UTGO Bonds - 2017	-	-	2,681,000	2,681,000
214 Limited Tax G.O. Bonds, 2010A	33,972	581,191	575,153	1,190,316
217 2011 Refunding Bonds	539	552,300	549,250	1,102,089
218 2014 Facility	-	113,130	113,130	226,260
206 LID Guaranty	669,151	500	500	670,151
233 2013 LID	898,764	702,111	679,533	2,280,408
301 Land Acquisition, Recreation & Park Devl.	2,713,123	716,000	669,000	4,098,123
302 Facility Replacement	370,706	3,486,600	4,314,600	8,171,906
303 General Government Improvements	334,349	200,500	200,500	735,349
304 Fire Improvements	645,631	32,100	50,100	727,831
305 Public Safety Plan	-	23,843,000	300,000	24,143,000
306 City Facilities	-	6,150,000	23,343,000	29,493,000
401 Water	4,178,561	6,905,000	7,043,000	18,126,561
402 Sewer	9,009,091	8,674,000	8,799,000	26,482,091
411 Foster Golf Course	23,174	1,864,550	1,917,550	3,805,274
412 Surface Water	4,273,828	7,413,000	8,986,000	20,672,828
501 Equipment Rental	5,592,380	3,141,319	4,144,977	12,878,676
502 Insurance Fund	1,175,682	6,203,252	6,680,491	14,059,425
503 Insurance - LEOFF 1 Fund	1,210,204	268,340	268,340	1,746,884
611 Firemen's Pension	1,170,891	69,687	71,041	1,311,619
Total	\$ 55,638,823	\$ 171,122,282	\$ 161,525,069	\$388,286,173

EXPENDITURES	2017 Expenditures	2018 Expenditures	2018 Ending Fund Balance	Total Expenditures
000 General	\$ 62,589,570	\$ 68,118,105	\$ 11,693,932	\$ 142,401,606
101 Hotel/Motel	440,700	423,914	1,536,261	2,400,875
103 City Street	9,353,000	5,425,000	887,431	15,665,431
104 Arterial Street	29,137,579	9,803,218	533,126	39,473,923
105 Contingency	-	-	5,756,048	5,756,048
109 Drug Seizure Fund	45,000	45,000	491,635	581,635
200 LTGO Bonds	691,150	2,940,000	133,546	3,764,696
208 LTGO Bonds - 2017 (Public Safety Plan)	-	492,000	-	492,000
209 LTGO Bonds - 2017 (Residential Street)	-	672,000	-	672,000
211 Limited Tax G.O. Refunding Bonds, 2008	809,900	809,100	416	1,619,416
212 Limited Tax G.O. Bonds, 2009A	427,461	428,288	2	855,751
213 UTGO - 2107	-	2,681,000	-	2,681,000
214 Limited Tax G.O. Bonds, 2010A	581,191	575,153	33,972	1,190,316
216 Limited Tax G.O. Refunding Bonds, ValleyComm	-	-	-	-
217 2011 Refunding Bonds	552,300	549,250	539	1,102,089
218 2014 Facility	113,130	113,130	-	226,260
206 LID Guaranty	-	-	670,151	670,151
233 2013 LID	721,830	702,655	855,923	2,280,408
301 Land Acquisition, Recreation & Park Devl.	1,139,000	581,000	2,378,123	4,098,123
302 Facility Replacement	1,860,000	6,086,000	225,906	8,171,906
303 General Government Improvements	290,794	294,593	149,962	735,349
304 Fire Improvements	-	-	727,831	727,831
305 Public Safety Plan	14,187,000	9,599,000	357,000	24,143,000
306 City Facilities	6,150,000	2,302,000	21,041,000	29,493,000
401 Water	8,841,590	6,898,434	2,386,537	18,126,561
402 Sewer	10,164,523	8,618,352	7,699,216	26,482,091
411 Foster Golf Course	1,850,949	1,887,168	67,157	3,805,274
412 Surface Water	8,133,869	8,729,475	3,809,484	20,672,828
501 Equipment Rental	3,952,966	4,227,493	4,698,217	12,878,676
502 Insurance Fund	6,842,617	7,212,807	4,000	14,059,425
503 Insurance - LEOFF 1 Fund	606,299	623,714	516,872	1,746,884
611 Firemen's Pension	72,727	76,491	1,162,401	1,311,619
Total	\$ 169,555,147	\$ 150,914,339	\$ 67,816,687	\$ 388,286,173

**City of Tukwila, Washington
2017-2018 Organization Chart**



CITY OFFICIALS**2016 CITY COUNCIL**

Council President
 Councilmember
 Councilmember
 Councilmember
 Councilmember
 Councilmember
 Councilmember

Joe Duffie
 Dennis Robertson
 Verna Seal
 Kathy Hougardy
 De'Sean Quinn
 Kate Kruller
 Thomas McCleod

MUNICIPAL COURT

Judge
 Court Administrator

Kimberly Walden
 Trish Kinlow

CITY ADMINISTRATION

Mayor
 City Administrator
 City Attorney
 Finance Director
 Community Development Director
 Parks & Recreation Director
 Public Works Director
 Interim Fire Chief
 Police Chief
 Human Resources Director
 Information Technology Director

Allan Ekberg
 David Cline
 Rachel Turpin
 Peggy McCarthy
 Jack Pace
 Rick Still
 Bob Giberson
 Jay Wittwer
 Mike Villa
 Stephanie Brown
 Joseph Todd

2017-2018 ADOPTED BUDGET PREPARED BY:**FINANCE DEPARTMENT PERSONNEL**

Finance Director
 Deputy Director
 Fiscal Coordinator
 Fiscal Coordinator
 Fiscal Coordinator
 Fiscal Specialist
 Fiscal Specialist
 Fiscal Specialist
 Fiscal Specialist
 Fiscal Specialist
 Fiscal Technician

Peggy McCarthy
 Vicky Carlsen
 Craig Zellerhoff
 Lily Jue
 Richard Takechi
 Diane Jaber
 Karen Fricke
 Cindy Wilkins
 Laurie Anderson
 Joanna Fortenberry
 Penny Hansen

CITY BOARDS AND COMMISSIONS**ARTS COMMISSION**

Brian Kennedy
Cynthia Chesak

Steve Mullet
Sheila Coppola

Trisha Gilmore
Daniel Humkey

City Staff:
Dave Johnson, Recreation Manager – Parks & Recreation Department

CIVIL SERVICE COMMISSION

Bruce Paquette

Ronald Johnston

Stephen Wheeler

City Staff:
To Be Determined, Civil Service Examiner – Human Resources Department

COMMUNITY POLICE ADVISORY BOARD

Jun Castillo
Jerry Thornton
Zak Idan

Kim Karnes
John Lindsay
Laurie Clark

Austin Hackett
Jan Bolerjack

City Staff:
Chris Partman, Community Oriented Policing Coordinator, Police Department

EQUITY AND DIVERSITY COMMISSION

Kathy Hougardy
Nate Robinson

Joan Hernandez
Aaron Dragonov

Thong Ung

City Staff:
To Be Determined, Community Engagement Manager – Mayor's Office

HUMAN SERVICES ADVISORY BOARD

Terra Straight
Coletha Albert
Jan Bolerjack

Jonathon Houston
Jonathan Joseph

Charis Hnin
Borka Paponjak

City Staff:
Evelyn Boykan, Program Manager – Human Services Division
Stacy Hansen, Human Services Coordinator – Human Services Division

LIBRARY ADVISORY BOARD

Scott Kruize
Geraldine Ventura

Steve Miller
Linda McLeod

Marie Parrish

City Staff:

Tracy Galloway, Recreation Manager – Parks & Recreation Department
Kirstin May, Recreation Coordinator – Parks & Recreation Department

LODGING TAX ADVISORY COMMITTEE

Council President
Jamie Randall
Daniel Lee

Jim Davis
Ben Oliver

Owen Leinbach
Miesa Berry

City Staff:

Brandon Miles, Economic Development Liaison – Mayor's Office

PARKS COMMISSION

Sean Albert
Michael Martin

Matthew Mega
Don Scanlon

Heidi Watters
Hassan Abdi

City Staff:

Robert Eaton, Parks & Recreation Manager – Parks & Recreation Department

PLANNING COMMISSION/BOARD OF ARCHITECTURAL REVIEW

Louise Strander
Dennis Martinez
Sharon Mann

Mike Hansen
Miguel Maestas

Nhan Nguyen
Brooke Alford

City Staff:

Wynetta Bivens, Assistant to the Director – Department of Community Development

SISTER CITY COMMITTEE

Sharon Baker-Myklebust
Patricia Timm

Bonnie Mullet
Domenic Baker

Audrey Davis

City Staff:

Tracy Galloway, Parks & Recreation Manager – Parks & Recreation Department

CITY OF TUKWILA BACKGROUND

Tukwila (which means "land where the hazelnuts grow" in the local Native American dialect) includes both single- and multi-family residences, heavy and light manufacturing, and service-oriented companies, as well as the Northwest's largest concentration of retail businesses. The City prides itself in its:

- well-established economic base
- low debt burden
- strong financial management



City of Tukwila Details

- A 109-year old community incorporated in 1908, which now encompasses an area of 9.7 square miles.
- Current population is 19,540.
- Mayor-Council form of government.
- Administered by a full-time Mayor, a seven-member City Council, and a City Administrator. All elected official terms are for a period of four years.
- Located in the heart of the Puget Sound region, approximately 12 miles south of downtown Seattle, 17 miles north of Tacoma, and just east of Seattle-Tacoma International airport.
- Additional information about the City is included in the Appendix.

READER'S GUIDE

For many, the City's budget document can look formidable. Since budget document users come with a wide variety of backgrounds, and include Councilmembers, City staff, residents, and financial market experts, the information in the biennial budget is designed to provide a lot of different information about the City to a wide variety of different users. The information in the budget can be grouped into one of four main areas to facilitate an understanding of what the City plans to do with its resources for the next two years.

1. A Policy Document: The City's biennial budget addresses two primary kinds of policies: policies that are under development (usually stated as goals to be accomplished) that may change how the City operates in the future, and policies that are already in place. The Mayor's Budget Message, found at the beginning of the document, provides the background, sets the stage for the specific work plan that will be accomplished during the coming budget period, and reviews the policy issues important to the community as identified by the City Council. New policy issues that have a fiscal impact are highlighted in this message. All of these policy issues have the potential to impact fees, taxes, and/or the allocation of existing staff or financial resources.

2. A Communications Device: The City's biennial budget provides information about the priorities the City Council has identified for the next two years, as well as information about the day-to-day activities the City performs. The Mayor's Budget Message is a concise discussion of the major priorities of the City. The financial and department information included in the detailed budget section of this document provides additional information about the major priorities, as well as a considerable amount of detail as to the City's day-to-day activities and the resources required to meet service demands. Performance measures are included in the detailed budget section for certain departments and funds to provide information on how efficient and effective the City is in pursuit of meeting City goals and management objectives.

3. A Financial Plan: The budget document is foremost a financial plan, providing a numerical road map that matches resources with spending priorities defined by the Mayor and City Council. Each operational areas of the budget is comprised of specific departments and is summarized by the budget organization charts.

a. **The Budget by Department:** The department designation is used to group a set of like activities to enhance the opportunities for operational efficiencies, or to take advantage of professional qualifications of staff to work on multiple types of projects. A department can operate in just one fund, such as the Finance Department which operates only in the General Fund. In this case, the department has a fairly singular focus of work, with specialized training that does not cross into other work areas. A department can also operate in more than one fund, such as the Public Works Department, which operates in multiple funds, including the General Fund, Water, Sewer, Surface Water Utility Funds, and various Capital Project Funds. In this case, the department has a more complex set of work tasks, but the same set of staff skills can be used in a number of areas. Some departments also have divisions and within each division there can be one or more programs. The program level is used to either manage specific work, allow the ability to cost specific services for which customers are charged a fee for service, or report to the City Council, residents, or outside agencies.

b. **The Budget by Fund:** Summaries of the City's adopted budget by fund can be found at the beginning of this document. The City uses a fund structure as the primary method of accounting for financial operations. A fund can be thought of as a "business," with all revenues in the fund specifically associated with the kinds of expenditures in the fund. In many cases, there is a legal restriction on the use of the revenue in a fund. This means that Water Fund revenues cannot be used to pay for street repair as the Water Fund revenue is legally restricted to services necessary to provide water to all properties in Tukwila not served by other providers. Funds are usually named for their primary activity (i.e., the Arterial Street Fund accounts for revenue and expenditures associated with improvements in the City's major arterial street infrastructure). The General Fund is used as a catch-all fund, and is specifically defined as the fund to use when there is no reason to use another fund.

c. **The Budget by Category:** The City's budget also includes different categories of revenues and expenditures which overlay the budget by fund and department. Comparing the budget by categories can help a reader understand how major sources of revenue or costs are treated across the organization. Operating revenues include categories such as: sales taxes, property taxes, licenses and permits, charges for services, intergovernmental revenues, fines and forfeitures, and miscellaneous revenues. Non-operating revenue categories include transfers, issuance of long term debt or sale of capital assets. Operating expenditure categories include: personnel services (includes salaries and wages, plus all associated benefits), professional services, materials and supplies, transfers, debt service and capital outlay.

4. An Operations Guide: The City's operations are defined through the budget document in the discussion of each department. At the beginning of every department section is a page showing its organizational structure. The following pages provide a brief summary of how funds are used. The budget document is also used by staff as both a guide for the work plan and as a reference tool. It serves as a comprehensive resource of historical information and projections based on current assumptions. During the course of the biennium, each department manages and monitors its budget, reporting as needed to the City Administrator and/or Finance Director on any unusual occurrences. The Finance Department has the overall responsibility to develop and monitor the budget. The Finance Department's staff prepares monthly budget to actual reports in addition to the quarterly financial status reports which are designed as interim snapshots of the City's financial projections and are included in Council meeting packets. The Finance Department also prepares the Comprehensive Annual Financial Report (CAFR) each year.

BIENNIAL BUDGET PROCESS

The City of Tukwila's budget procedures are mandated by RCW 35A.33. The steps in the budget process are as follows:

1. Prior to November 1 on even numbered years, the Mayor submits a proposed budget to the City Council. This budget is based on priorities established by the Council and estimates provided by the City departments during the preceding months, and balanced with revenue estimates made by the Mayor.
2. The City Council conducts public hearings on the proposed budget in November.
3. The Council makes its adjustments to the proposed budget and adopts by ordinance a final balanced budget no later than December 31.
4. The final operating budget as adopted is published and distributed within the first month of the following year. Copies of the budget are made available to the public.

Every even numbered year the budget process begins with the review of the City's strategic goals as identified in the City's adopted Strategic Plan. This review includes a collaborative process between the Administration and Council to identify the priorities for the next biennium, which become the budget priorities. The six-year capital improvement program document is developed in conjunction with the biennial budget so that annual appropriations can be viewed in the context of the City's long term direction and resource capability. The biennial budget document implements the projects and priorities identified in the six-year financial plan and capital improvement program. It outlines the manner in which financial resources will be utilized during the budget period. The course the City is taking can be changed through the allocation of resources. The City Council, Mayor, City Administrator, Department Directors, City staff and residents all participate in the budget process.

Once adopted, the budget is a formal expression of public policy on the City's objectives and priorities, and on how resources will be provided to meet those objectives.

City staff reviews the adopted financial policies and presents any changes to the Council each year. The Council considers the proposed changes and may adopt policy changes, if necessary. City staff then prepares the six-year financial plan and presents it to the Council each year in the fall, which adopts the plan by the end of the year.

City staff then prepares the final estimates of revenues, expenditures and capital improvement changes. The preliminary budget is presented to the Council in October or earlier. Public hearings and Council discussions are held and the final budget is adopted by early December.

The adopted budget takes effect on January 1st. Throughout the year, expenditures are monitored to ensure that funds are used in an approved manner. A few times during the budget period, the budget may be changed (amended) by Council action in an open public meeting to respond to additional City activities throughout the course of the budget period.

BUDGET PROCEDURES AND AMENDMENT PROCESS

















The City prepares a biennial budget, which has been permitted for Washington cities since 1985 and allows cities to adopt a two-year appropriation. An appropriation represents the city's legal authority to expend funds. By design, the City's biennial budget is considered in non-election years, as the biennium must begin in odd-numbered years.



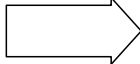














The most common reason for using a two-year appropriation is the time savings in both the budget development and approval process. This is true of staff time invested in preparing the budget as well as the time Council spends during the approval and adoption phases. While it does take more time to prepare a two-year budget than an annual one, the additional time spent is not as significant as preparing two annual budgets. As a result, over the two-year period, there is a substantial time savings. This time savings allows staff and Council to focus on long-range strategic planning.

The concept of a two-year appropriation is straightforward. The two-year budget provides an opportunity to widen the planning horizon and allow more long-term thinking to be part of the financial plan that the budget represents. Biennial budgeting also includes opportunities for adjustments, and a "mid-biennium review" is required. The purpose of this review is to make adjustments to the budget or essentially, a tune up. This review is not intended to become another complete budget process in itself. The mid-biennium review begins September 1st and is to be completed by the end of the first year of the budget.

The City Council authorizes transfers within funds and must approve by ordinance any amendments that increase the total for the fund. Budget amounts presented in the basic financial statements include both the original amounts and the final amended budget as approved by the City Council.

The calendar for the City of Tukwila's current budget is as follows:

2017-2018 Budget Calendar	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2015												
Council and Executive Team held first workshop to determine potential 2017-2018 priorities.												
2016												
Council held retreat and discussed budget review process.												
Council and Executive Team held second workshop to refine potential 2017-2018 priorities.												
City Council review and adoption of 2017-2018 priorities												
Community open houses held to share information and gather input on budget												
Budget files were made available to staff.												
Budget files were due to Finance department.												
Finance and Safety Committee briefed on budget process.												
Finance department compiled and refined draft budget.												
Cross-departmental review of budget components												
Council Committee review of preliminary budget components												
Mayor presented proposed budget.												
City Council reviewed proposed budget.												
Public hearing held.												
Property tax levy set by ordinance.												
Budget and CIP adopted by ordinance and resolution.												

2017-2018 Budget Calendar	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2017												
Final budget published and distributed.												
Instruction packet for mid-biennial review and modification distributed to Departments.												
Departments review budgets and prepare budget modifications.												
Department Directors return budget modification requests to Finance.												
Departments review budget modifications with the Mayor and City Administrator.												
Budget modifications adjusted based on Mayor's recommendations.												
Department budget modification requests are reviewed by Council Committees.												
Notice of public budget hearing #1 on proposed budget modification is published.												
Proposed budget modification is filed with the City Clerk, distributed to City Council and made available to the public.												
Public budget hearing #1.												
Notice of public budget hearing #2 is published.												
Public budget hearing #2 is held and property tax levy is set by ordinance.												
City Council considers amendments.												
CIP Amendment and Mid-biennial budget modification are adopted by ordinance.												
2018												
City Council and Administration begin work on City priorities for next biennium.												
Mid year Budget Amendment is adopted by ordinance if necessary.												
Year-end Budget Amendment is adopted by ordinance, if necessary.												

BUDGET DEFINITIONS

Expenditure categories are identified in the following:

Salaries and Wages – Wages for full-time and part-time employees, overtime, and extra labor costs to meet short-term needs of the City.

Personnel Benefits – includes all mandatory and negotiated benefits for City staff.

Supplies – includes items used for day-to-day operations and small tools & equipment that do not meet the capitalization threshold of the City.

Services – includes professional and contracted services, utilities, insurance, and other needs of the City that is accomplished by outside vendors.

Intergovernmental – charges for services paid to other government agencies including jail costs, dispatch for fire and police, and interfund taxes due from enterprise funds to the general fund.

Capital – includes all items purchased that meet the capitalization threshold and major road, sidewalk, and utility project costs within the City.

Budget and Accounting System

The official budget is maintained, both before and after adoption, on the City's financial management and accounting system at a very detailed line item level. Computerized reports may be generated at any time and at various levels of detail. Departments can also access these budgets at any time on a read-only inquiry basis to compare actual revenue and expenditures to their budgets. This computerized budget becomes the accounting system that controls expenditures after adoption of the final budget.

Preliminary Budget

The preliminary budget is prepared, pursuant to state law, as the Mayor's budget recommendations to the City Council. This public document contains a summary of information at the fund level, and for the General Fund at the department level. It focuses on key policy issues, while providing a comprehensive overview of the complete budget.

Budget Ordinance

The actual appropriations implementing the budget are contained in the budget ordinance adopted by the City Council.

Final Budget

The final budget is issued as a formal published document as approved by ordinance by the City Council. It is this document which is formally filed as the final budget.

Programs

While the budget proposals of the administration are developed in concert with the fiscal proposals in the budget, the budget documents themselves only summarize the individual objectives and performance measures. Generally, these programs are not finalized until the budget is in final form as the budget determines the actual activities undertaken by each department.

Components of the Budget

The budget consists of two parts: operating budget and capital budget.

Operating Budget

The operating budget consists of on-going day-to-day operations and departmental budget proposals, which would be sufficient to maintain the objectives set by the departments to meet Council goals.

Capital Budget

The capital budget authorizes and provides the basis of control of expenditures for the acquisition of significant city assets, construction of capital facilities, and improvements to City-owned infrastructure.

Capital Planning

The Capital Improvement Program (CIP) was originally adopted as an element of the City Comprehensive Plan that provides the City's plans to finance capital facilities that will be needed over the next 20 years. The CIP includes both long-range strategy and a specific six-year plan of projects. The CIP is maintained and reports are published separately from the operating budget and includes a summary of the projects and appropriations for the upcoming biennium. For more detailed information see the Financial Planning Model and Capital Improvement Program.

Implementation, Monitoring and Amending the Budget

The financial aspects of the budget are monitored in periodic reports issued by the Finance Department comparing actual expenditures and revenues with the budget. In these reports, financial data can be presented at a higher level of detail than the final budget. These reports include an analysis of the City's financial condition.

From time to time it becomes necessary to modify the adopted budget. The procedure for amending the budget depends upon the type of change that is needed. One type of change does not affect the "bottom line", or total, total for a department or a fund. These changes, mainly transfers from one line-item to another within a department's operating budget or changes between divisions within a department are presented by administration to City Council for their consideration and approval.

The second type of budget amendment brings about a change in the total appropriation for a department or fund. Examples of these changes include but are not limited to the following: the acceptance of additional grant money, an adjustment to reflect increased revenues such as tax receipts, the appropriation of additional funding if expenditures are projected to exceed budgeted amounts, and re-appropriation of monies from one fund to another. These changes require council approval in the form of an ordinance. The status of the budget is comprehensively analyzed during the mid-biennial review and periodically through each year to identify any needed adjustments.

Basis of Budgeting

All governmental fund type budgets are prepared on the modified accrual basis of accounting in conformity with generally accepted accounting principles (GAAP). The budget for proprietary funds is prepared on an accrual basis, also in accordance with GAAP. The legal level of budgetary control where expenditures cannot exceed appropriations is at the individual fund level. Revisions that alter the total expenditures of any fund must be approved by the City Council and adopted by ordinance.

Chapter 35.33 of the Revised Code of Washington (RCW) mandates the City's budget procedures. The budget, as adopted biennially by the City Council, constitutes the legal authority for expenditures. The City's budget is adopted at the fund level and expenditures may not legally exceed appropriations at that level of detail.

FUND DEFINITIONS

The City of Tukwila's accounting and budget structure is based upon governmental fund accounting to ensure legal compliance and financial management for various restricted revenues and program expenditures. Fund accounting segregates certain functions and activities into separate self-balancing

funds created and maintained for specific purposes (as described below). Resources from one fund used to offset expenditures in a different fund are budgeted as either a 'transfer to' or 'transfer from'.

The City of Tukwila budget is organized in a hierarchy of levels, each of which is defined below:

Fund	A fund is an accounting entity used to record the revenues and expenditures of a governmental unit which is designated for the purpose of carrying out specific activities or attaining certain objectives. For example Fund 104, the Arterial Street Fund, is designated for the purpose of maintaining the arterial streets within the City.
Department	A department designates a major function of City operations, e.g., Public Works or Parks and Recreation.
Program	A specific distinguishable line of work performed by the department for the purpose of accomplishing a function for which government is responsible. For example, "Traffic Control" is included within the Street Funds.
Object	The appropriation unit (object of expenditure) is the level of detail used in the budget to sort and summarize objects of expenditure according to the type of goods or services being purchased, e.g., salaries, supplies.

FINANCIAL STRUCTURE OF THE CITY BUDGET

The following are the fund types budgeted by the City:

Governmental Fund Types

General Fund

The General Fund supports the general operations of the City government. These include administration, the legislative function, legal services, public safety, planning and community development, enforcement of local codes, parks, recreation, and cultural activities. Taxes are the principal source of revenue for the General Fund: property, sales, utility, and gambling taxes. Other important resources are shared revenue from other governments, licenses and permits, charges for services, and fines and forfeitures. The General Fund accounts for all City resources except those for which a specific fund has been created.

The Contingency, or Reserve Fund, is an accumulation of fund balance that is greater than 10% of previous year General Fund revenue, exclusive of significant non-operating revenue. Amounts held in this fund can be used for more restrictive, emergency type purposes. This fund is a sub-fund of the general fund.

Special Revenue Funds

Special Revenue funds are used to account for revenues which are legally or administratively restricted for special purposes. These funds receive revenue from a variety of sources, including Federal and State grants, taxes, and service fees. These revenues are dedicated to carrying out the purposes of the individual special revenue fund. There are two Special Revenue funds: *Lodging Tax and Drug Seizure*.

Debt Service Funds

These funds account for resources necessary to pay principal and interest on general long-term debt. Debt limits are based on percentages of assessed valuation, with voted debt requiring a 60% majority of the city electorate.

Tukwila has a Limited General Obligation bond rating of AA- with Fitch and A1 with Moody.

Capital Projects Funds

These funds are used to account for financial resources to be used for the acquisition of capital facilities including those financed by special assessment, major improvements and construction. Revenues for capital funds consist of federal and state grants, contributions from operating funds and bond proceeds. These revenues are usually dedicated to capital purposes and are not available to support operating costs. Capital projects are adopted on a multi-year basis. Currently the City has six active capital project funds: Residential Streets, Bridges & Arterial Streets, Land Acquisition, Recreation & Park Development, Facility Replacement, General Government Improvements, Fire Improvements, and Public Safety Plan Funds.

Proprietary Fund Types

Enterprise Funds – Enterprise Funds are used to account for operations that are financed and operated in a manner similar to business enterprises. They are established as fully self-supporting operations with revenues provided primarily from fees, charges, or contracts for services. The City maintains four Enterprise Funds to account for the operations of Water, Sewer, Surface Water, and Foster Golf Course.

Internal Service Funds – Internal Service Funds are used to account for operations similar to those accounted for in Enterprise Funds, but these funds provide goods or services to other departments on a cost reimbursement basis. The City maintains three Internal Service funds to account for fleet management and self-insurance activities.

Fiduciary Funds – Fiduciary, or Trust Funds, are used to account for assets held by the City in a trustee capacity and cannot be used to support the City's own programs. These include pension trust, investment trust, private-purpose trust, and agency funds. The City's pension trust fund is the Firemen's Pension Fund and is budgeted on the accrual basis of accounting where revenues are recognized when earned and expenses are recorded when incurred.

FINANCIAL PLAN

Introduction

The National Advisory Council on State and Local Budgeting (NACSLB) endorses the forecasting of revenue and expenditures in their Recommended Budget Practices and the City's financial plan follows this model. This section of the budget, financial planning model, and capital improvement program provides a combined view of both past and anticipated future revenues and expenditures for all funds. The plan focuses analysis on revenue sources in order to inform readers as to how the City funds services provided to residents, businesses and guests. A table, graph and explanation of major changes is provided for the General Fund, Special Revenue funds, Capital Projects funds, Enterprise funds, Internal Service funds, and Fiduciary funds. This is followed by a six-year forecast of revenue and expenditures along with a discussion of the factors that affect the forecast. Long term debt and debt capacity is discussed as well as the General Fund fiscal capacity. This section ends with a discussion of fund balance and working capital balances.

A budget is a plan that develops and allocates the City's financial resources to meet community needs in both the present and future. The development and allocation of these resources is accomplished on the basis of the policies, goals, and objectives addressing the requirements and needs of the City of Tukwila. While the other sections of this document will present the budget in detail, this section provides an overview of the budget as a Financial Plan. As such, this section focuses on City strategies to maintain its financial strength and the basis for the expectation for future revenues.

An important part of a financial plan is the City's Capital Improvement Program. While the projects affecting 2017-2018 are summarized under the Capital Budget section in this document, the entire Capital Improvement Program (CIP) is outlined, in detail, in a separate document.

A six-year forecast of the City's governmental fund revenues and expenditures follows this summary. The purpose of the forecast is to highlight issues associated with financial policies and budgetary decisions. It is not intended to be a multi-year budget.

Revenues and expenditures are projected on the basis of assumed economic relationships. Revenues are forecast on the basis of future economic and demographic factors. Expenditures are forecast based on past trends modified by present and future conditions. Future conditions are based upon a series of assumptions. This model has been used to test a large range of assumptions and policy options in the course of developing budget recommendations.

Continued caution will be required to anticipate and manage the effects of current and future legislative actions to avoid service reductions for budgetary reasons. Should growth occur slower than anticipated the adverse effect on fund balance may be greater than predicted.

The City takes into account the statewide initiative in forecasting property taxes. The issue that develops when property tax increases for existing improvements to property are held to 1% is that costs cannot be held to the same 1% increase. Costs such as employee benefits, negotiated labor contracts, services and supplies continue to increase at a greater rate. Fuel, professional services, and healthcare costs are good examples. The shortfall then has to be made up by increases in sales tax collection and population growth. The City has been able to maintain the existing level of service, in light of legislative action, because the economy is growing at rates sufficient to offset the limits placed on property taxes. Sales tax revenue needs to grow at a rate that will make up the revenues lost from property tax declines. If not, the City will then have to make some different choices in the delivery of basic levels of services.

BUDGET SUMMARY

This section summarizes the 2017-2018 biennial budget and provides comparisons to previous years' revenues and expenditures. It begins with an overview of the City's overall fiscal environment followed by a discussion of the budget development process, then a financial summary of revenues and expenditures for all funds combined. The reader is encouraged to refer to other sections of the budget for more details.

GENERAL FISCAL ENVIRONMENT

Effective budget and financial policies are developed gradually over a period of time in response to long-term fiscal and social-economic conditions. Accordingly, this document responds to both the City's current fiscal and social-economic conditions and those anticipated for the future.

Tukwila's economy generally follows the economic cycles of the surrounding region. However, the economic down periods in the cycles have generally been less severe for Tukwila than for other municipalities in the region due to the relatively stable nature of Tukwila's economy. While the most recent economic downturn was a challenge for Tukwila, the City's financial position is improving and reserve levels exceed policy requirements.

Gradual, but continual improvement in Tukwila's economy is expected into the 2017-2018 biennium. Construction activity on Tukwila International Boulevard associated with the build out of the Tukwila Village complex and the redevelopment of the urban renewal area is expected to boost construction related revenues including sales tax, permit fees and utility, accelerating similar activity expected in 2017. Additionally, 500 acres of land ripe for development lies within the Tukwila South section of the urban center. A 19 story apartment-hotel complex, Washington Place, will be completed during the upcoming biennium; which will be the first residential structure in the area. The City is optimistic about this project but has not included it in our revenue assumptions in order to maintain a conservative approach.

Challenges for the future remain. Federal, state and county governments continue to devolve services down to cities and there is no evidence the trajectory will slow or change anytime soon. Agencies are no longer the partners they once were in funding critical infrastructure projects. Over the past several years the City has leveraged hundreds of millions in federal and state dollars to accomplish road and other projects, but these dollars are becoming scarcer. There is concern about the upcoming state legislative session and the possibility of additional state shared revenues going away, which would further burden cities across the state. Further, health care costs continue to increase. Like every other city and all 39 counties in the state, revenues continue to be constrained by the 1% property tax cap imposed by the state legislature. At some point, without a fundamental change, expenses will outstrip revenues and the City will be faced with very difficult choices. This budget has kept this reality in mind and is crafted to ensure the City remains in the best fiscal health possible.

BUDGET DEVELOPMENT

The 2017-2018 biennial budget is fiscally prudent with no expected drawdowns to our general fund balance or the contingency reserves. In fact, our contingency reserve goal was reached in 2013, one year ahead of schedule. This budget, with one exception, includes no new taxes. The only new tax is a Public Safety Plan bond measure will be before voters in November. If this measure is approved, the City plans to issue bonds in December of 2016 to build three new fire stations, a Justice Center and fully-fund fire equipment and apparatus for 20 years. The budget does include an excess levy related to this bond measure to pay the bonds back beginning in 2018.

The **five priorities** identified are:

1. A community of inviting neighborhoods and vibrant business districts
2. A solid foundation for all Tukwila Residents
3. A diverse and regionally competitive economy
4. A high performing and effective organization
5. A positive community identity and image

With the priorities established, City staff began aligning the proposed 2017-2018 work plan with each priority. Through budget outreach efforts, including two open houses and an online open house, the City solicited information and feedback from residents and other stakeholders about the proposed 2017-2018 work plan. Participants in these events were able to share their priorities on the draft work plan and identify areas they thought were missing or incomplete. Staff took this feedback and incorporated it into the City's overall work plan for the next biennium. The budget responds to the priorities, both through new programs and through continued work on initiatives already underway to help the City meet the Strategic Plan goals.

Below is the 2017-2018 work plan based on the priorities identified for the biennium.

Priority 1 – A community of inviting neighborhoods and vibrant business districts

- Motel site redevelopment
- TIB Plan and zoning update
- SPRINT
- Neighborhood Resource Center
- Community Resource Center
- Enhanced speeding enforcement
- Enhanced Code Enforcement
- Complete 42nd Ave. Phase III
- Complete 53rd Ave. S.
- Tukwila Village Phase I and II
- Comp plan implementation
- TIB & 142nd S. crosswalk
- 144th & 42nd Ave. S. traffic signal
- Public art plan implementation
- Cascade View Safe Routes to School Phase II
- Duwamish Hill Preserve Phase II
- Southcenter pedestrian bridge
- Southcenter plan implementation
- Duwamish bridge repair and painting
- BNSF access implementation
- Tukwila Works
- Rehabilitation of five bridges
- See You in the Park
- Park Watch
- Duwamish Gardens opening
- Washington Place opening
- CBD sewer rehabilitation
- Dog Park
- Increase street trees

Priority 2 – A solid foundation for all Tukwila Residents

- Continued partnership with TSD
 - Internship/Job shadow program
 - Afterschool program
 - Career Fair
 - School Resource Officer
 - DARE
 - Summer School
 - City Council/School Board
 - Leaders at the Links
 - Career Nights
- Housing affordability plan
- Teens for Tukwila
- Highline Schools
- SCA, PSRC, AWC, NLC
- Local and regional governments
- Soundside
- Seattle Southside Tourism Authority
- Southcenter Marketing Partnership
- Seattle Southside Chamber
- King County-Cities Collaboration (K4C)
- Forterra
- BECU
- Utility discounts
- Housing Conditions
- Minor home repair
- Code enforcement
- Addressing homelessness
- Regional consortium
- Healthy Tukwila
- Green Tukwila
- Implement Housing Element of Comprehensive Plan
- Support human service providers

Priority 3 – A diverse and regionally competitive economy

- Capital Funding
- Economic Development Plan
- Lodging Tax Advisory Committee
- Seattle Southside Chamber
- Seattle Southside Regional Tourism Authority
- Soundside Alliance
- Implement Southcenter Plan
- Workforce development
- Tukwila Valley South
- MIC Redevelopment
- Central business district infrastructure investments
 - Sewer rehabilitation
 - Storm water improvements
 - New traffic signals
- Starfire/Sounders Partnership
- Rehabilitation of five bridges
- Boeing Access Road bridge redevelopment
- Enhanced business community outreach

Priority 4 – A high performing and effective organization

- Implementing Public Safety Plan
- Enhanced community reporting:
 - Police records management
 - Tukwila Works
 - Fire
 - P&R
 - GIS
 - Tukwila Works
 - TRAKiT
 - Blue Beam
- Health benefits
- Strategic Plan update
- Technology infrastructure investments
- Performance measures/budget process
- Ongoing process improvements
- Enhanced customer service
- Expanding online activities
 - Recreation management system
 - Permits
 - Business license
 - Rental housing license
- Continue to meet financial reserve policy
- Implement new employee evaluations
- Leverage grants to improve neighborhoods

- Ongoing succession planning
- Department strategic plans
- Increased pursuit of awards
- Establish citywide fee policy
- Implement new training program
- Equipment replacement strategy
- Review and update impact fees
- Fleet

Priority 5 – A positive community identity and image

- Neighborhood improvement programs
- Ongoing support of block watches
- TukTV
- Hazelnut
- Tukwila Reporter
- Facebook & Twitter
- Enhanced website
- E-Hazelnut
- Park Watch
- Community Connectors
- Community calendar
- City annual report
- Healthy Tukwila
- Summer Kick Off
- July 4th
- Touch-a-Truck
- Backyard Wildlife
- See You in the Park
- Spirit of Giving
- Police Dept. Community Liaison Team
- Night Out Against Crime
- Southcenter Marketing Partnership
- Green Tukwila
- Special events calendar

FINANCIAL SUMMARY

The 2017-2018 budget reflects a City-wide net revenue increase of \$1.7 million in 2017 and \$9.8 million in 2018 or \$11.5 million increase over the biennium. No drawdown of the General Fund or the Contingency Fund is expected in the biennium, the result of an emphasis on maintaining structural balance for continued financial stability and sustainability. Debt financing is contemplated for two important residential street capital projects – the 42nd Avenue South and 53rd Avenue South road improvements that include sidewalks and undergrounding of utilities. Use of the City's considerable debt capacity is considered fiscally prudent, especially as existing bonds mature and debt service on the retiring bonds can be replaced with debt service on the new bonding. In this biennial budget, the City's debt service level for 2017 is 4.4% of ongoing General Fund revenues which is 3.5% lower than the 8% guideline for affordability. In 2018, debt service is 9.4% of ongoing General Fund revenues. The increase is specific to 2018 only; the City will be repaying a line of credit loan that was utilized to purchase property in the City's urban renewal area. In addition to debt-financed capital projects, cash investments are planned for maintenance of capital assets including roads and bridges, and improvements to Strander Blvd Extension.

The budget also includes investment in the utility funds. A Water Fund drawdown of \$1.8 million over the biennium will allow for investment in the Andover Park East Water and Sewer Replacement Project as well as the Macadam Road South water upgrade, among other projects. A Sewer Fund drawdown of over \$1.3 million will continue the upgrading of the Central Business District sewer system, Andover Park East, sewer lift station No. 2 upgrades, and other sewer-related projects. Investments in the Gilliam Creek 42nd South culvert, Chinook Wind, and other environmental surface water management projects that are included for the Surface Water Fund.

The City-wide picture also includes costs associated with the Public Safety Plan. If voters approve the Public Safety Plan bond measure in November, the City will issue bonds in December 2016. Projects included in the Plan include siting and constructing a Justice Center that will house the Police department and Court, reconstructing three Fire Stations, and life-cycle replacement of fire apparatus and equipment for 20 years.

Each fund has been grouped according to their function within the City. The Contingency Fund is displayed with the General Fund as its sole source of funding is the General Fund (with the exception of investment earnings) and it contains no external restrictions. As a side note, for purposes of financial reporting the General Fund and Contingency Fund are combined in the Comprehensive Annual Financial Report (CAFR) as well.

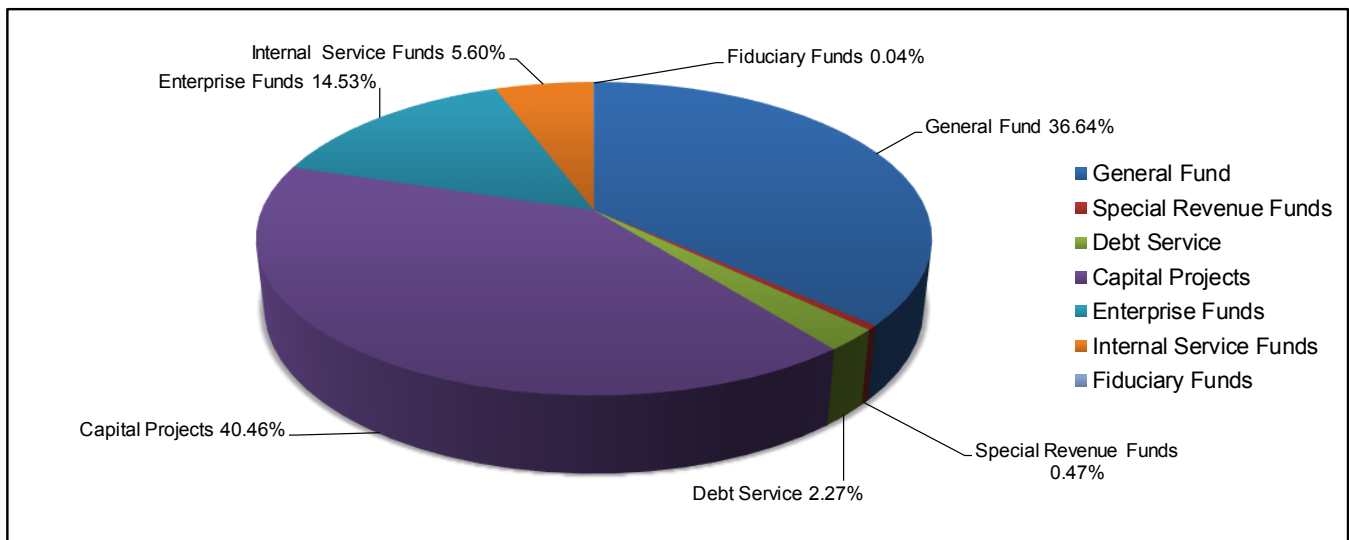
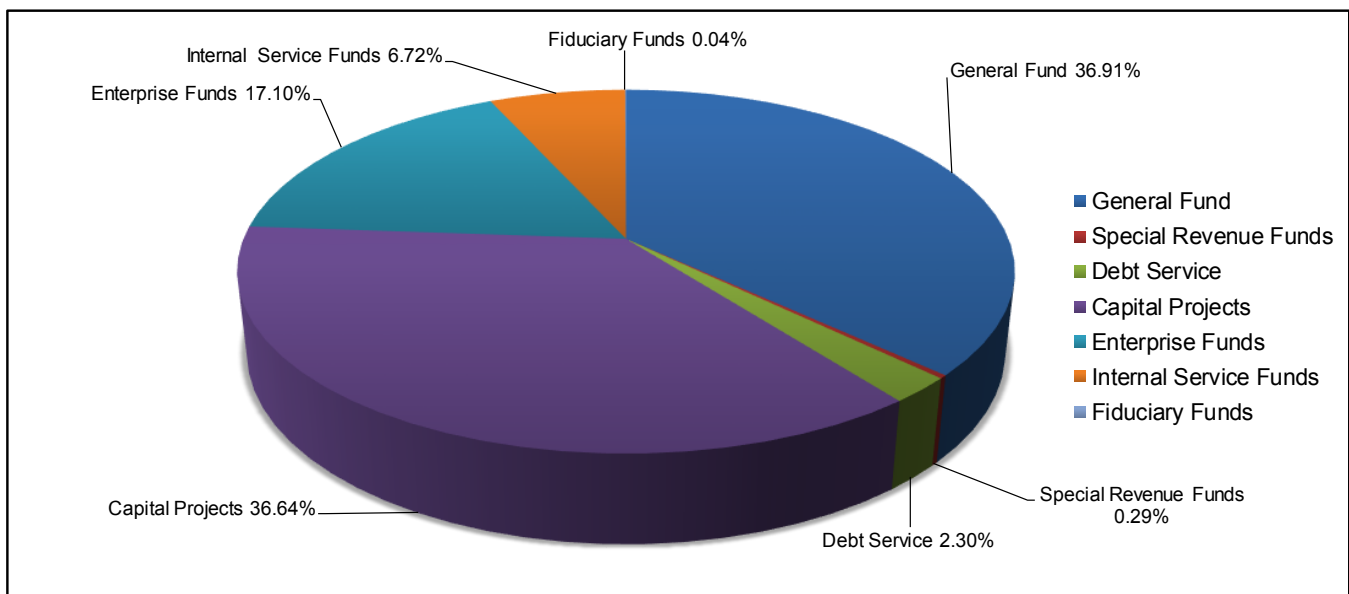
The Residential Street Fund and the Arterial Street Fund have been grouped with the capital project funds since their main activity is capital improvements. The Local Improvement District (LID) fund and associated guaranty fund are shown separately from the general obligation debt; the LID debt is secured by the property assessed in the district and is not considered a direct obligation of the City.

The estimated beginning fund balances, revenues, expenditures and ending fund balances for each of the funds and fund groups is shown below for both 2017 and 2018. The governmental funds included in the Financial Planning Model Attachment A are identified with an asterisk. They exclude the Special Revenue funds which are self-supporting and the allowable activities are very specific and restricted.

Fund		2017 Beginning Fund Balance	2017 Resources	2017 Expenditures	2017 Change in Fund Balance	2017 Ending Fund Balance
GENERAL & CONTIN- GENY	Fund 000 - General	\$ 11,500,000	\$ 62,665,691	\$ 62,589,570	\$ 76,121	\$11,576,121
	Fund 105 - Contingency	5,716,048	20,000	-	20,000	5,736,048
	Total General & Contingency	17,216,048	62,685,691	62,589,570	96,121	17,312,168 **
SPECIAL REVENUE	Fund 101 - Hotel/Motel Tax	906,875	736,000	440,700	295,300	1,202,175
	Fund 109 - Drug Seizure	461,635	60,000	45,000	15,000	476,635
	Total Special Revenue Funds	1,368,510	796,000	485,700	310,300	1,678,810
DEBT SVC	Funds 2**-LTGO Debt Service Funds	168,475	3,175,132	3,175,132	-	168,475
	Fund 206 - Guaranty	669,151	500	-	500	669,651
	Fund 233 - Local Imp. Dist. Bonds, 2013	898,764	702,111	721,830	(19,719)	879,045
	Local Imp. Dist #33, Guaranty Funds	1,567,915	702,611	721,830	(19,219)	1,548,696
CAPITAL PROJECTS	Fund 103 - Residential Streets	833,331	9,397,500	9,353,000	44,500	877,831
	Fund 104 - Bridges & Arterial Streets	3,786,923	25,398,000	29,137,579	(3,739,579)	47,344
	Fund 301 - Land Acq, Rec, Park Develop	2,713,123	716,000	1,139,000	(423,000)	2,290,123
	Fund 302 - Facility Replacement	370,706	3,486,600	1,860,000	1,626,600	1,997,306
	Fund 303 - General Government Imp	334,349	200,500	290,794	(90,294)	244,054
	Fund 304 - Fire Improvements	645,631	32,100	-	32,100	677,731
	Fund 305 - Public Safety Plan	-	23,843,000	14,187,000	9,656,000	9,656,000
	Fund 306 - City Facilities	-	6,150,000	6,150,000	-	-
	Total Capital Projects Funds	8,684,063	69,223,700	62,117,374	7,106,326	15,790,390 **
ENTERPRISE	Fund 401 - Water	4,178,561	6,905,000	8,841,590	(1,936,590)	2,241,971
	Fund 402 - Sewer	9,009,091	8,674,000	10,164,523	(1,490,523)	7,518,568
	Fund 411 - Foster Golf Course	23,174	1,864,550	1,850,949	13,601	36,775
	Fund 412 - Surface Water	4,273,828	7,413,000	8,133,869	(720,869)	3,552,959
	Total Enterprise Funds	17,484,655	24,856,550	28,990,932	(4,134,382)	13,350,273
INTERNAL SERVICE	Fund 501 - Equip Rental & Replacement	5,592,380	3,141,319	3,952,966	(811,647)	4,780,733
	Fund 502 - Self-Insured Healthcare Plan	1,175,682	6,173,727	6,842,617	(668,890)	506,792
	Fund 503 - LEOFF I Self-Ins Health Plan	1,210,204	268,340	606,299	(337,959)	872,246
	Total Internal Service Funds	7,978,266	9,583,386	11,401,882	(1,818,496)	6,159,770
FIDUCIARY	Fund 611 - Firemen's Pension	1,170,891	69,687	72,727	(3,040)	1,167,851
TOTAL BUDGET		\$ 55,638,823	\$171,092,757	\$169,555,147	\$ 1,537,610	\$57,176,433

** Included in Financial Planning Model, Attachment A

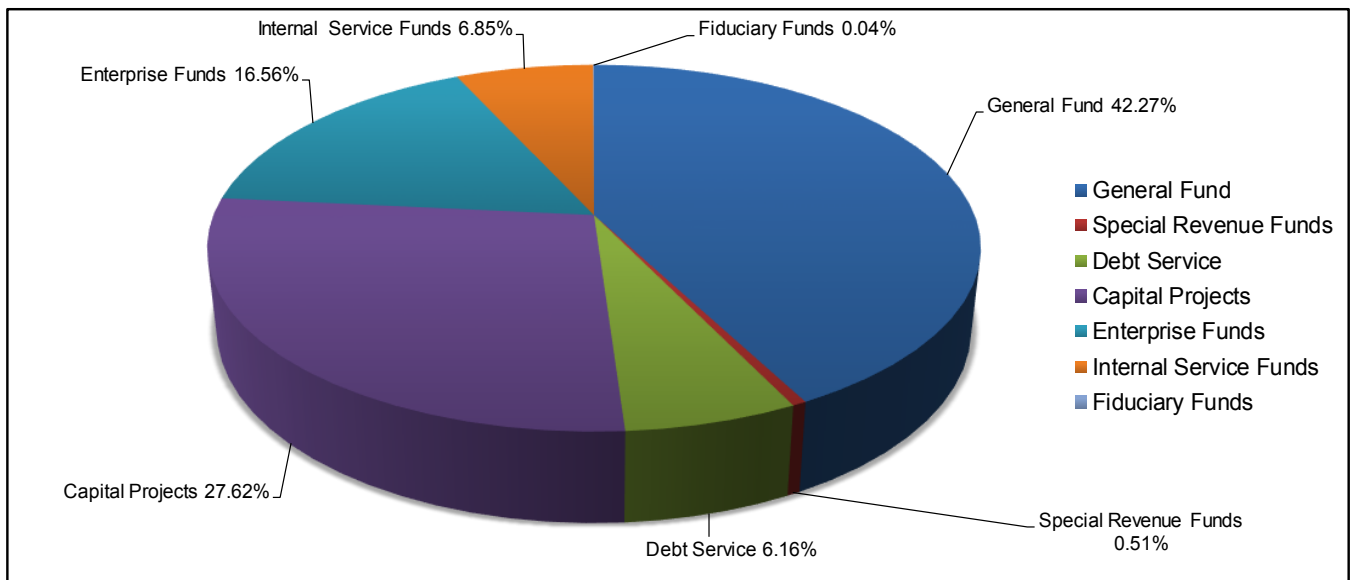
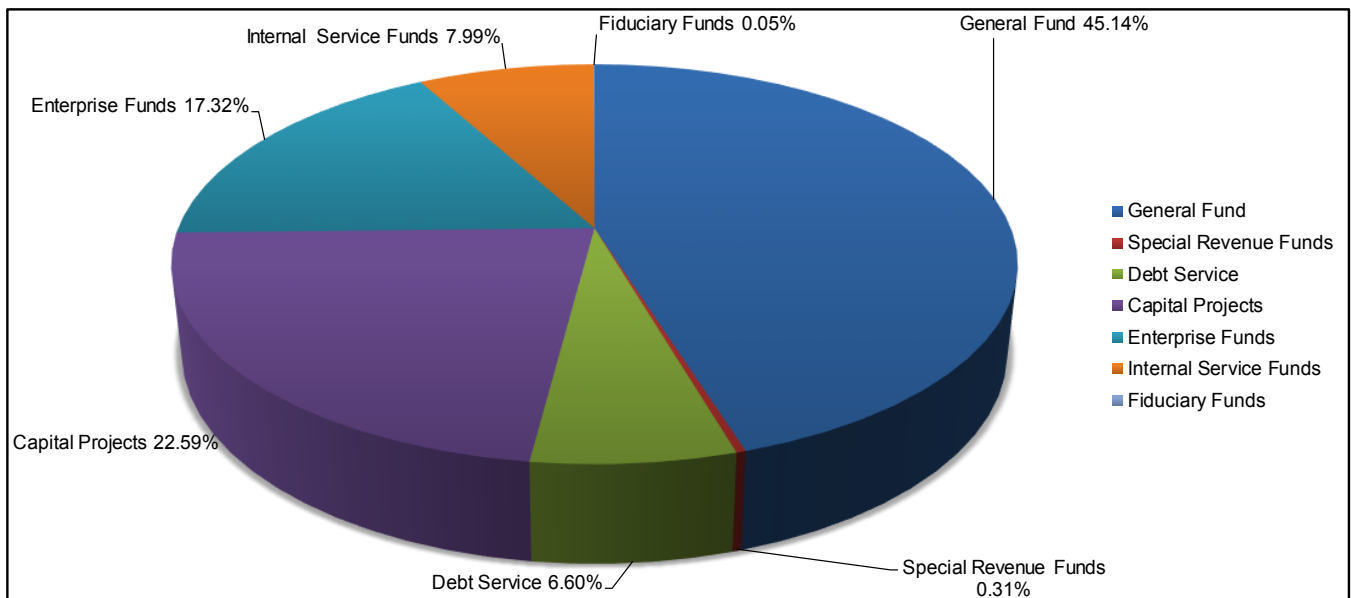
\$33,271,033

Budgeted Revenues by Fund – 2017**Budgeted Expenditures by Fund – 2017**

Fund		2018 Beginning Fund Balance	2018 Resources	2018 Expenditures	2018 Change in Fund Balance	2018 Ending Fund Balance
GENERAL & CONTIN- GENY	Fund 000 - General	\$ 11,576,121	\$ 68,235,916	\$ 68,118,105	\$ 117,811	\$11,693,932
	Fund 105 - Contingency	5,736,048	20,000	-	20,000	5,756,048
	Total General & Contingency	17,312,168	68,255,916	68,118,105	137,811	17,449,979 **
SPECIAL REVENUE	Fund 101 - Hotel/Motel Tax	1,202,175	758,000	423,914	334,086	1,536,261
	Fund 109 - Drug Seizure	476,635	60,000	45,000	15,000	491,635
	Total Special Revenue Funds	1,678,810	818,000	468,914	349,086	2,027,896
DEBT SVC	Funds 2**-LTGO Debt Service Funds	168,475	9,259,921	9,259,921	-	168,475
	Fund 206 - Guaranty	669,651	500	-	500	670,151
	Fund 233 - Local Imp. Dist. Bonds, 2013	879,045	679,533	702,655	(23,122)	855,923
	Local Imp. Dist #33, Guaranty Funds	1,548,696	680,033	702,655	(22,622)	1,526,074
CAPITAL PROJECTS	Fund 103 - Residential Streets	877,831	5,434,600	5,425,000	9,600	887,431
	Fund 104 - Bridges & Arterial Streets	47,344	10,289,000	9,803,218	485,782	533,126
	Fund 301 - Land Acq, Rec, Park Develop	2,290,123	669,000	581,000	88,000	2,378,123
	Fund 302 - Facility Replacement	1,997,306	4,314,600	6,086,000	(1,771,400)	225,906
	Fund 303 - General Government Imp	244,054	200,500	294,593	(94,093)	149,962
	Fund 304 - Fire Improvements	677,731	50,100	-	50,100	727,831
	Fund 305 - Public Safety Plan	9,656,000	300,000	9,599,000	(9,299,000)	357,000
	Fund 306 - City Facilities	-	23,343,000	2,302,000	21,041,000	21,041,000
	Total Capital Projects Funds	15,790,390	44,600,800	34,090,811	10,509,989	26,300,378 **
ENTERPRISE	Fund 401 - Water	2,241,971	7,043,000	6,898,434	144,566	2,386,537
	Fund 402 - Sewer	7,518,568	8,799,000	8,618,352	180,648	7,699,216
	Fund 411 - Foster Golf Course	36,775	1,917,550	1,887,168	30,382	67,157
	Fund 412 - Surface Water	3,552,959	8,986,000	8,729,475	256,525	3,809,484
	Total Enterprise Funds	13,350,273	26,745,550	26,133,429	612,121	13,962,394
INTERNAL SERVICE	Fund 501 - Equip Rental & Replacement	4,780,733	4,144,977	4,227,493	(82,516)	4,698,217
	Fund 502 - Self-Insured Healthcare Plan	506,792	6,648,605	7,212,807	(564,202)	(57,411)
	Fund 503 - LEOFF I Self-Ins Health Plan	872,246	268,340	623,714	(355,374)	516,872
	Total Internal Service Funds	6,159,770	11,061,922	12,064,014	(1,002,092)	5,157,678
FIDUCIARY	Fund 611 - Firemen's Pension	1,167,851	71,041	76,491	(5,450)	1,162,401
TOTAL BUDGET		\$ 57,176,433	\$161,493,183	\$ 150,914,339	\$ 10,578,843	\$67,755,276

** Included in Financial Planning Model, Attachment A

\$22,877,833

Budgeted Revenues by Fund – 2018**Budgeted Expenses by Fund – 2018**

REVENUE – ALL FUNDS

Before discussing the revenues for all funds, it is important to note that the 2016 budget has not been adjusted to reflect 2016 estimated actual revenues. Overall, this results in an overstatement of the 2016 budget and an understatement of the increase in the 2017 budget. It should be noted that the revenue totals may include a duplication of amounts for transfers between funds (transfers-in and transfers-out); as the internal transactions are shown both in the originating fund and the recipient fund.

The total revenue and transfers budgeted is \$171.1 million for 2017 and \$161.5 million for 2018. This is a 37.8% increase in 2017 over the 2016 budgeted revenue. The primary reason for the increase is due to planned debt issuance for the Public Safety Plan as well as roadway improvements for both 42nd Avenue South and 53rd Avenue South. Total revenues decrease in 2018 by 5.6% from the 2017 budget. Additional debt issues related to the Public Safety Plan are planned in 2018 as well.

In addition to the planned debt issues, other revenue changes include an increase in grant revenue in 2017 related to capital projects in the arterial street fund. The City anticipates receiving \$8.7 million in grant funds for the Boeing Access Road over BNRR Bridge Rehabilitation project, \$4.3 million for Tukwila Urban Center Pedestrian/Bicycle Bridge project, in addition to grants for other roadway projects as well as public safety. Grant revenue then declines \$13.4 million in 2018. Grant revenue tends to follow capital project expenditures; higher in years with significant capital project investments and lower in years with less capital project expenditures.

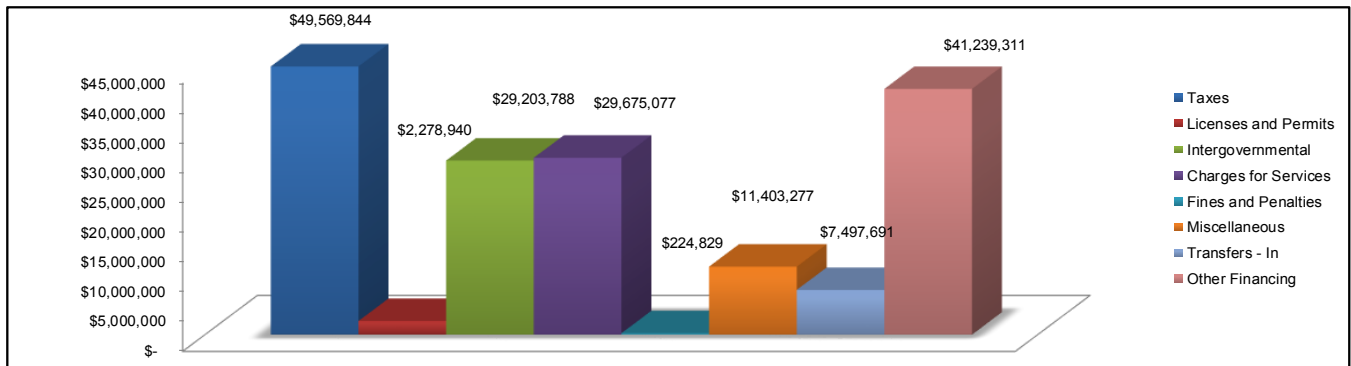
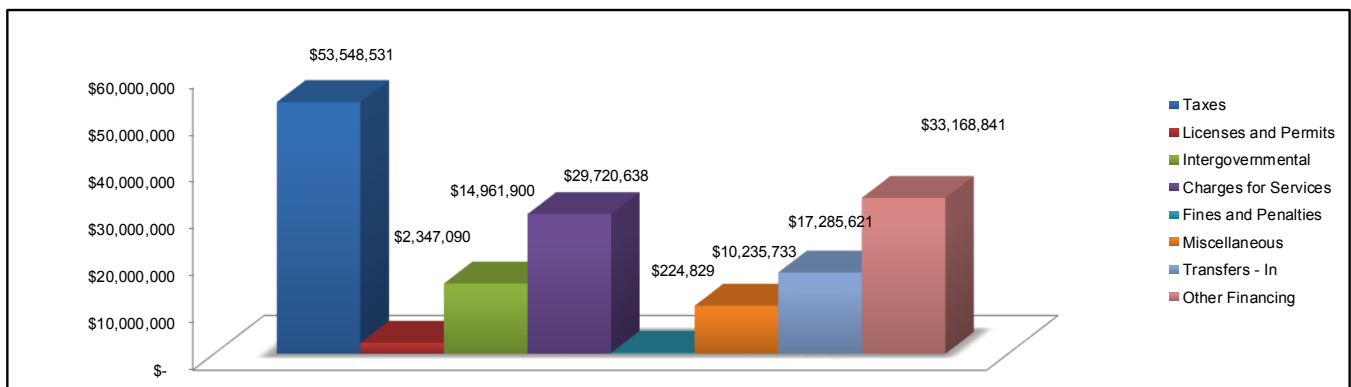
Revenue projections for ongoing sources are conservative estimates based on local economic factors as well as historical data. Sales and use tax is the City's largest revenue source. Sales and use tax revenue is projected to increase to \$20.0 million in 2017 which represents an average annual increase over 2016 budget of 7.5%. Sales tax revenue increased considerably in both 2015 and 2016 but the 2016 budget was not increased to match expectations. The 2018 increase is projected at 2.9% and is predicated on the anticipated construction activity throughout in the City. Projections for sales and use tax revenue are based on historical trends as well as selected economic indicators including changes in unemployment, disposable income, and anticipated construction of major projects.

Property tax, which is the second largest revenue source, is used for general governmental operations and is limited to the lesser of 1% or inflation. Property tax growth resulting from new construction, changes in value of state-assessed utility property, and newly annexed property are exempted from the limit factor and may be added to the tax value. The City anticipates property tax revenue will be at \$14.9 million in 2017, an increase of 0.6% over 2016 budget. The 2016 budget included an anticipated annexation that was not approved and the budget was not adjusted to reflect revised property tax revenue. The budget shows property tax revenue of \$18.0 million in 2018, an increase of 20.5%. The additional property tax in 2018 is specific to the excess levy associated with the Public Safety Plan.

Cities and towns in Washington State are authorized to levy a tax on public utility businesses based on revenues they generate within the city or town, known as a utility tax. The city currently levies a 6% tax on electricity, natural gas, cable, telephone, and solid waste/recycling. Utility tax revenue is projected to be \$4.1 million in 2017 and \$4.2 in 2018. Telephone utility tax has been declining in recent years. Taxes appear to have stabilized and a slight increase is expected in the biennium.

The City also receives revenue from other sources to pay for providing general government services. These revenue sources include other taxes (admissions, excise, hotel/motel), fees and charges, interest earnings, and grants.

Revenue - All Funds										
Revenues	Actual		Projected 2016	Budget			Percentage Changes			
	2014	2015		2016	2017	2018	2015	2016	2017	2018
Sales and Use Taxes	\$ 17,105,322	\$ 19,334,152	\$ 19,363,841	\$ 18,631,462	\$ 20,026,555	\$ 20,607,102	13.0%	-3.6%	7.5%	2.9%
Property Taxes	14,265,951	14,385,186	14,808,716	14,819,046	14,906,636	17,960,302	0.8%	3.0%	0.6%	20.5%
RGRLL Tax	1,795,933	1,858,749	1,829,774	1,875,141	1,900,000	1,957,000	3.5%	0.9%	1.3%	3.0%
Parking/Admissions Tax	760,066	881,226	971,018	877,160	960,000	980,000	15.9%	-0.5%	9.4%	2.1%
Utility Taxes	3,855,544	4,019,288	4,131,412	4,105,084	4,118,052	4,205,513	4.2%	2.1%	0.3%	2.1%
Interfund Utility Tax	1,851,013	2,061,098	2,065,450	1,981,000	2,161,000	2,205,000	11.3%	-3.9%	9.1%	2.0%
Gambling, Excise Taxes	3,566,549	5,370,701	3,926,574	3,032,852	4,764,600	4,878,614	50.6%	-43.5%	57.1%	2.4%
Hotel/Motel Tax	596,781	677,971	711,000	630,000	733,000	755,000	13.6%	-7.1%	16.3%	3.0%
Total Taxes	43,797,160	48,588,372	47,807,786	45,951,745	49,569,844	53,548,531	10.9%	-5.4%	7.9%	8.0%
Business Licenses and Permits	814,670	828,478	794,270	823,140	848,640	852,790	1.7%	-0.6%	3.1%	0.5%
Building Permits and Fees	1,249,460	1,377,447	1,470,663	1,316,970	1,430,300	1,494,300	10.2%	-4.4%	8.6%	4.5%
Total Licenses & Permits	2,064,130	2,205,925	2,264,933	2,140,110	2,278,940	2,347,090	6.9%	-3.0%	6.5%	3.0%
Sales Tax Mitigation	1,137,765	1,132,568	1,136,577	1,140,000	1,140,000	1,140,000	-0.5%	0.7%	0.0%	0.0%
Seattle City Light franchise fee	2,277,063	2,172,395	2,304,141	2,267,208	2,199,500	2,199,500	-4.6%	4.4%	-3.0%	0.0%
Other State shared revenues	819,828	774,656	896,467	841,242	824,533	840,403	-5.5%	8.6%	-2.0%	1.9%
Federal and State Grants	10,611,476	6,639,500	5,289,306	13,524,772	23,655,198	10,236,613	-37.4%	103.7%	74.9%	-56.7%
Other intergovernmental	60,582	836,124	1,333,795	746,907	1,384,557	545,384	1280.2%	-10.7%	85.4%	-60.6%
Total Intergovernmental	14,906,715	11,555,243	10,960,286	18,520,129	29,203,788	14,961,900	-22.5%	60.3%	57.7%	-48.8%
General Government	271,404	210,393	189,248	207,913	187,465	187,465	-22.5%	-1.2%	-9.8%	0.0%
Security	1,446,899	1,119,220	1,112,936	1,009,112	1,162,982	1,175,225	-22.6%	-9.8%	15.2%	1.1%
Transportation	2,498,369	3,028,370	3,220,955	3,106,033	2,746,050	2,759,708	21.2%	2.6%	-11.6%	0.5%
Plan Check and Review Fees	1,742,507	1,277,045	1,425,695	1,391,210	2,358,090	1,883,090	-26.7%	8.9%	69.5%	-20.1%
Culture and Rec Fees	1,435,800	1,583,241	1,556,835	1,526,906	1,705,490	1,769,150	10.3%	-3.6%	11.7%	3.7%
Utilities & Environment	18,486,629	20,590,838	20,630,457	19,770,000	21,515,000	21,946,000	11.4%	-4.0%	8.8%	2.0%
Total Charges for Services	25,881,608	27,809,108	28,136,125	27,011,174	29,675,077	29,720,638	7.4%	-2.9%	9.9%	0.2%
Total Fines and Penalties	206,720	207,669	272,965	255,198	224,829	224,829	0.5%	22.9%	-11.9%	0.0%
Investment Earnings	715,147	1,161,493	734,373	669,763	658,418	635,996	62.4%	-42.3%	-1.7%	-3.4%
Rents and Concessions	704,139	768,673	724,383	654,479	753,839	764,839	9.2%	-14.9%	15.2%	1.5%
Contributions/Donations	146,401	107,947	161,765	2,857,100	2,949,600	1,313,600	-26.3%	2546.8%	3.2%	-55.5%
Special assessments	732,511	682,743	528,973	624,447	439,893	439,893	-6.8%	-8.5%	-29.6%	0.0%
Other Financing	4,974,201	6,098,302	6,735,262	6,211,752	6,601,527	7,081,405	22.6%	1.9%	6.3%	7.3%
Total Miscellaneous	7,272,399	8,819,157	8,884,755	11,017,541	11,403,277	10,235,733	21.3%	24.9%	3.5%	-10.2%
Transfers In	7,900,080	6,410,846	2,849,992	7,200,831	7,497,691	17,285,621	-18.9%	12.3%	4.1%	130.5%
Debt proceeds	4,098,516	8,576,484	-	4,400,000	35,093,000	26,143,000	109.3%	-48.7%	697.6%	-25.5%
Property sales	(36,257)	30,480	76,839	4,767,791	3,513,000	4,341,000	-184.1%	15542.5%	-26.3%	23.6%
Indirect Cost Allocation	2,089,178	2,255,320	4,454,476	2,233,476	2,279,058	2,325,643	8.0%	-1.0%	2.0%	2.0%
Other Financing	4,322,705	1,578,574	1,024,696	640,430	354,253	359,198	-63.5%	-59.4%	-44.7%	1.4%
Other Financing	18,374,221	18,851,704	8,406,004	19,242,528	48,737,002	50,454,462	2.6%	2.1%	153.3%	3.5%
Total Revenues	\$112,502,952	\$118,037,179	\$106,732,854	\$124,138,425	\$ 171,092,757	\$161,493,183	4.9%	5.2%	37.8%	-5.6%

Revenue Budget by Type – 2017**Revenue Budget by Type – 2018**

EXPENDITURES – ALL FUNDS

The expenditure totals for all funds may include a duplication of amounts for transfers between funds (transfers-out and transfers-in) as the internal transactions are shown both in the originating fund and the recipient fund.

The total expenditure and transfers out budgeted is \$170.0 million for 2017 and \$151.9 million for 2018. This represents a 30.3% growth in 2017 over the 2016 budgeted expenditures due to the implementation of the Public Safety Plan. The 2018 expenditure projection is 10.6% less than the 2017 projected amount, due mainly to the timing of expenditures related to the Public Safety Plan. If the bond measure is approved by voters in November 2016, the City plans to spend \$14.2 million in 2017 and \$9.6 million in 2018 to construct a new Justice Center, reconstruct three Fire Stations, and purchase equipment and apparatus for the Fire department. Transfers between funds are shown as other expenditures and include transfers to the general fund for anticipated land sales of \$1.8 million in 2017 and \$6.05 million in 2018. The Services category costs increase in 2017 by 45.6%; this is due to increasing budget for technology initiatives. Modernizing technology will result in better services for the Tukwila community including implementing a new software program that will allow for online registration for recreation activities at the community center.

The budget continues to fund all existing positions and places an emphasis on public safety, technology and community livability. To enable the modernization of technology throughout the City, the GIS Coordinator was relocated to the Technology Services department to serve as a City-wide resource. In addition, Technology Services added an ITS System Administrator, approved by the Council in 2016, who will implement and support the Police department records management system (Spillman), as well as an ITS Business Analyst to support the implementation of new technologies to improve services for the Tukwila Community. Community Development added a half-time position of Admin Support Technician to support the Code Enforcement activities. This was accomplished through savings in the department's professional services budget. A significant increase in Municipal Court's workload required the addition of a part-time Court Admin Support Technician position. The City also increased a Maintenance Worker position from half-time to full-time to provide better street services on roadways around the city. Lastly, the Sewer department added a Maintenance Operations Specialist, funded by the Enterprise Fund, to support the ongoing needs of the sewer system. The Parks & Recreation department reorganized its staffing structure to better serve those who enjoy the parks, recreation programs and golf course.

The City is self-insured for health costs. Premiums have been increased for the active employees plan based on actuarial projections and requirements of the City's reserve policy. Claim experience has been high through the first half of 2016, but has shown declines through the 3rd quarter of 2016; Administration's expectation is that claim history will normalize and cost saving opportunities will be identified and implemented through a plan evaluation process. The budget includes an 8% cost increase in each year of the biennium.

The budget also includes funding for routine capital maintenance such as street overlay and bridge inspections. The major capital projects include residential street improvements for 42nd Avenue South and 53rd Avenue South; arterial street and bridge improvements, Boeing Access Road Bridge, Tukwila Urban Center Pedestrian/Bicycle Bridge; water system upgrade for Macadam Road; sewer system

rehabilitation for the Central Business District and Gilliam Creek Culvert and other environmental and surface water management projects.

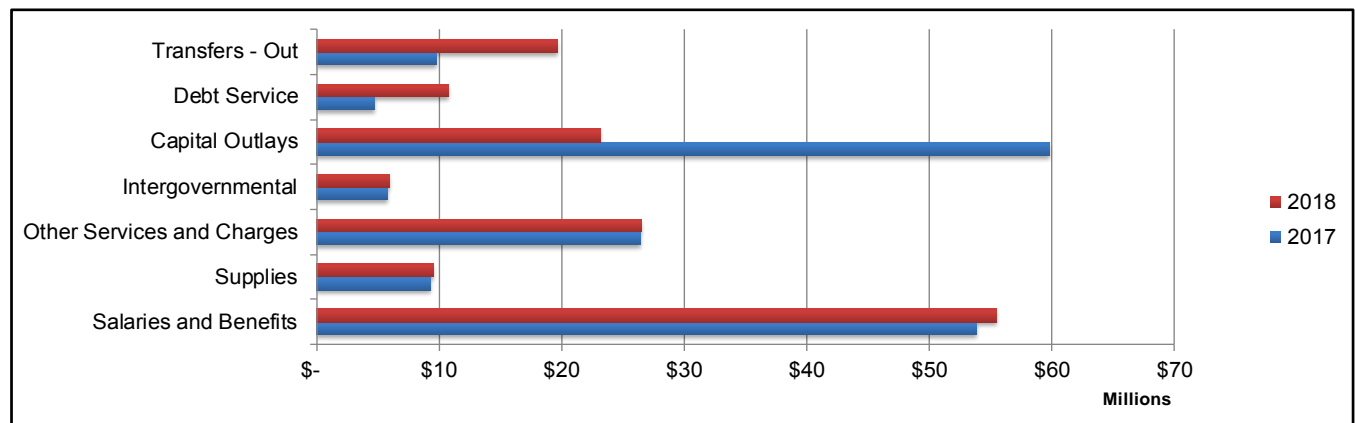
Departments continue to find operating efficiencies in an effort to lower costs for supplies and services. Operations and maintenance costs are funded for same level of services except where noted in individual department budgets. General cost increases include utility rate increases, equipment rental operating and maintenance costs, insurance, and excise tax.

Expenditure Summary – All Funds (table is continued on following page)

<i>Expenditures - All Funds</i>										
General Fund Expenditures	Actual		Projected	Budget			Percentage Changes			
	2014	2015		2016	2017	2018	2015	2016	2017	2018
Salaries	\$ 28,351,362	\$ 29,518,388	\$ 29,740,677	\$ 30,200,521	\$ 31,464,800	\$ 32,045,220	4.1%	2.3%	4.2%	1.8%
Extra Labor	636,396	789,358	786,295	811,657	916,897	893,693	24.0%	2.8%	13.0%	-2.5%
Overtime	2,061,888	1,791,940	1,490,981	1,713,350	1,581,610	1,581,610	-13.1%	-4.4%	-7.7%	0.0%
Total Wages	31,049,647	32,099,687	32,017,953	32,725,528	33,963,307	34,520,523	3.4%	1.9%	3.8%	1.6%
FICA	1,865,010	1,937,231	1,979,664	1,916,756	2,074,221	2,108,835	3.9%	-1.1%	8.2%	1.7%
LEOFF	833,998	882,907	887,001	920,573	908,056	926,603	5.9%	4.3%	-1.4%	2.0%
PERS	1,412,951	1,473,247	1,781,702	1,719,379	1,989,614	2,025,387	4.3%	16.7%	15.7%	1.8%
Industrial Insurance	582,028	722,181	796,954	802,717	977,060	1,064,690	24.1%	11.2%	21.7%	9.0%
Med,Dntl,Disability, Life	12,542,889	11,702,574	12,934,369	13,171,266	13,854,140	14,756,886	-6.7%	12.6%	5.2%	6.5%
Unemployment	34,067	7,353	39,029	19,120	19,120	19,120	-78.4%	160.0%	0.0%	0.0%
Clothing Allowance	8,792	10,979	12,574	30,697	15,922	15,962	24.9%	179.6%	-48.1%	0.3%
Total Benefits	17,279,735	16,736,471	18,431,293	18,580,508	19,838,131	20,917,483	-3.1%	11.0%	6.8%	5.4%
Office Supplies	515,992	505,762	436,037	415,374	525,776	528,957	-2.0%	-17.9%	26.6%	0.6%
Small Tools & Minor Equip	202,653	430,421	242,859	310,114	127,318	124,818	112.4%	-28.0%	-58.9%	-2.0%
Recreation Prog Supplies	92,614	117,848	107,100	97,340	31,800	31,800	27.2%	-17.4%	-67.3%	0.0%
Fire Supplies	165,506	232,243	182,457	141,977	186,977	186,977	40.3%	-38.9%	31.7%	0.0%
Street Maint Supplies	149,421	209,661	240,780	259,300	249,300	249,300	40.3%	23.7%	-3.9%	0.0%
Water /sewer/sewage treat.	6,586,886	6,350,232	6,816,137	6,410,000	6,810,000	7,010,000	-3.6%	0.9%	6.2%	2.9%
Resale items-fuel, other	742,461	663,527	729,717	836,028	868,600	868,600	-10.6%	26.0%	3.9%	0.0%
Other	474,025	475,850	508,987	509,981	542,185	537,185	0.4%	7.2%	6.3%	-0.9%
Total Supplies	8,929,560	8,985,544	9,264,075	8,980,114	9,341,956	9,537,637	0.6%	-0.1%	4.0%	2.1%
Professional Services	7,644,440	8,341,999	6,470,156	8,415,467	11,350,561	12,816,811	9.1%	0.9%	34.9%	12.9%
Communication	411,454	388,168	368,622	399,924	464,641	451,041	-5.7%	3.0%	16.2%	-2.9%
Travel	162,040	177,942	167,007	161,293	209,880	207,380	9.8%	-9.4%	30.1%	-1.2%
Advertising	604,341	660,112	55,835	59,980	56,150	56,150	9.2%	-90.9%	-6.4%	0.0%
Operating Rents & Leases	294,905	267,726	323,329	286,991	514,286	500,886	-9.2%	7.2%	79.2%	-2.6%
Equipment Replacment	741,940	899,039	473,571	742,125	166,014	166,014	21.2%	-17.5%	-77.6%	0.0%
Equip Operations & Maint	1,301,271	1,354,852	1,590,317	1,586,874	1,643,620	1,655,686	4.1%	17.1%	3.6%	0.7%
Insurance	761,671	849,784	962,295	968,296	1,014,976	1,111,326	11.6%	13.9%	4.8%	9.5%
Utilities	1,652,167	1,880,860	2,060,412	2,070,705	2,126,370	2,161,105	13.8%	10.1%	2.7%	1.6%
Repairs and Maintenance	3,552,020	3,075,238	2,014,442	1,013,686	6,256,221	4,700,297	-13.4%	-67.0%	517.2%	-24.9%
Miscellaneous	898,440	869,986	975,445	1,060,628	1,216,691	1,228,391	-3.2%	21.9%	14.7%	1.0%
Claims & Judgements	288,047	261,316	300,000	450,000	382,000	382,000	-9.3%	72.2%	-15.1%	0.0%
Credit Card Fees	161,977	205,088	168,414	125,929	177,581	182,581	26.6%	-38.6%	41.0%	2.8%
Other	495,119	748,651	853,327	683,716	833,766	835,358	51.2%	-8.7%	21.9%	0.2%
Total Services	18,969,832	19,980,762	16,783,171	18,025,614	26,412,757	26,455,026	5.3%	-9.8%	46.5%	0.2%
SCORE Jail	1,067,078	1,232,427	1,462,693	1,494,650	1,484,914	1,633,405	15.5%	21.3%	-0.7%	10.0%
Valley Communications	885,251	907,987	1,035,234	1,009,561	1,173,258	1,214,817	2.6%	11.2%	16.2%	3.5%
Animal Control	68,323	70,735	88,633	82,500	118,852	118,852	3.5%	16.6%	44.1%	0.0%
Pass Through Grant (to MPD)	24,001	-	-	-	-	-	0.0%	0.0%	0.0%	0.0%
Excise tax	449,610	482,558	460,934	411,405	471,405	471,405	7.3%	-14.7%	14.6%	0.0%
Interfund utility taxes	1,907,930	2,121,589	2,124,262	2,041,000	2,221,000	2,265,000	11.2%	-3.8%	8.8%	2.0%
Other	183,641	192,293	226,098	218,000	256,768	254,045	4.7%	13.4%	17.8%	-1.1%
Total Intergovernmental	4,585,834	5,007,589	5,397,853	5,257,116	5,726,197	5,957,524	9.2%	5.0%	8.9%	4.0%

Expenditures - All Funds (Continued)										
General Fund Expenditures	Actual		Projected 2016	Budget			Percentage Changes			
	2014	2015		2016	2017	2018	2015	2016	2017	2018
Machinery and Equipment	1,116,755	1,516,320	1,471,411	1,084,000	2,897,000	2,366,225	35.8%	-28.5%	167.3%	-18.3%
Capital projects	9,181,744	11,386,447	9,872,791	29,189,001	43,675,000	20,764,000	24.0%	156.3%	49.6%	-52.5%
Land	-	(0)	-	75,000	13,216,000	11,000	0.0%	-28846254%	17521.3%	-99.9%
Total Capital	10,298,498	12,902,767	11,344,202	30,348,001	59,788,000	23,141,225	25.3%	135.2%	97.0%	-61.3%
Principal	5,252,707	3,598,400	3,352,207	6,040,367	3,355,782	6,630,527	-31.5%	67.9%	-44.4%	97.6%
Interest	1,183,197	1,394,330	1,222,690	946,330	1,352,267	4,143,130	17.8%	-32.1%	42.9%	206.4%
Total Debt Service	6,435,904	4,992,729	4,574,897	6,986,697	4,708,049	10,773,657	-22.4%	39.9%	-32.6%	128.8%
Capital funds & other	3,750,000	2,674,000	2,321,000	2,251,000	2,551,687	3,691,041	-28.7%	-15.8%	13.4%	44.7%
Contingency fund	-	127,000	100,000	100,000	-	-	0.0%	-21.3%	0.0%	0.0%
Debt service funds	3,150,080	2,759,846	2,649,992	2,874,831	2,686,004	5,848,580	-12.4%	4.2%	-6.6%	117.7%
Indirect cost allocation to GF	3,089,178	2,755,320	2,233,476	2,233,476	2,279,058	2,325,643	-10.8%	-18.9%	2.0%	2.0%
Transfers to GF:	1,900,000	350,000	-	2,075,000	1,800,000	6,050,000	-81.6%	492.9%	-13.3%	236.1%
Transfers among other funds	-	-	-	-	460,000	1,696,000	0.0%	0.0%	0.0%	268.7%
Total Other Expenditures	11,889,258	8,666,166	7,304,468	9,534,307	9,776,749	19,611,264	-27.1%	10.0%	2.5%	100.6%
Total Expenditures	\$109,438,268	\$109,371,715	\$105,117,913	\$130,437,885	\$169,555,147	\$150,914,339	-0.1%	19.3%	30.0%	-11.0%

2017-2018 Expenditure Budget by Type



GOVERNMENTAL FUNDS

Governmental programs and services, funded largely by taxes but also through fees for service and intergovernmental revenues such as grants and state shared services, include the following activities:

Public Safety – law enforcement, fire and emergency medical services activities

Physical Environment – public works activities not chargeable to the enterprise funds.

Transportation – bridges, residential and arterial street maintenance and construction.

Economic Environment – business development, planning and building inspection activities.

Culture and Recreation – parks and recreation activities.

General Government – administration, finance, attorney, human services, and city clerk activities.

Judicial – municipal court activities.

The general fund is the repository for most taxes and unrestricted revenues and has the most spending flexibility. Each year the general fund transfers money to the debt service funds to pay debt service and to the capital projects funds to help pay for park, street and other infrastructure projects.

The City maintains the following governmental funds:

General

General fund

Contingency fund

Special Revenue Funds

Hotel/motel tax

Drug Seizure

Debt Service

Limited Tax General Obligation bonds

LID #33 bonds and guaranty funds

Capital Projects

Residential streets

Arterial streets

Park and land acquisition

Facilities

General government

Fire Improvement

Public Safety Plan - new

Public Works Shops - new

Attachment A

Attachment A of the Financial Planning Model combines the activities of all governmental funds, except the special revenue funds, and projects them forward six years. The special revenue funds are excluded from the model because the funds can be used only for very specific purposes and therefore are not available for general government services. Attachment A, also known as the 6-Year Plan, shows financial results, budget and projections for both operating and capital governmental activities.

The Model includes two new funds - the Public Safety Plan fund and the Public Works Shops funds. These funds have been established in anticipation of an affirmative vote on November 8, 2016 for the Public Safety bond measure. The Public Safety Plan fund will be the repository for the voted debt

proceeds and for the expenditures incurred to construct a new Public Safety facility and three new fire stations. The Public Works Shops fund will be the repository for the councilmanic bond proceeds or other funding for the construction of new Public Works new for street maintenance, utility and fleet services.

As Attachment A indicates, the City's Reserve Policy is met in the 2017-18 and 2019-20 bienniums. As has occurred in previous City of Tukwila budgets, the reserves fall short in the last two years of the model; 2021 and 2022. The Financial Planning Model is used for planning purposes only and is updated with each budget cycle. The plan will be adjusted as necessary to ensure the Reserve Policy continues to be met in the future. The Reserve policy was revised in 2015. The general fund minimum fund balance requirement increased from 10% to 18%, as calculated on the prior year ongoing general fund revenue. Also, a new discretionary reserve was added to the policy. Under this section, 10% of one-time revenue realized in the previous year will be set aside as a one-time revenue reserve, to the extent doing so does not negatively impact compliance with the general fund minimum fund balance requirement. Indication of compliance with the new minimum balance reserve requirement and the former requirement is included with Attachment A.

Reserve policy compliance:	PROPOSED BUDGET		PROJECTIONS			
	2017	2018	2019	2020	2021	2022
Minimum fund balance - new policy 18%	yes	yes	yes	yes	no	no
Minimum fund balance - former policy 10%	yes	yes	yes	yes	no	no
Contingency reserve fund balance - 10%	yes	yes	yes	yes	yes	yes

Of note on Attachment A, the one-time revenue on derives from transfers into the General Fund from the Urban Renewal Fund for both realized and anticipated Tukwila Village land sales and from anticipated motel property land sale. The "other" one time revenue is comprised of \$1 million transferred into the General Fund from the Urban Renewal Fund in 2014; \$350 thousand transferred into the General Fund from the Reserve fund in 2015 for the Police Department records management system; and anticipated proceeds from the sale of the Newporter and former Fire Station 53 property in 2018. Revenue for 2019-2022 has been projected at 3% for each year.

The debt service costs for 2019 – 2022 include debt service on the City's share of the SCORE jail debt. The expectation is that this debt service will be paid by SCORE jail, as it has been the past. However, these costs have been included in the model to be consistent with the City's conservative forecasting policy.

ATTACHMENT A - REVENUES AND EXPENDITURES GOVERNMENTAL FUNDS

2017-2022 Analysis in 000's

	ACTUAL		ESTIMATE	ADOPTED BUDGET	PROPOSED BUDGET		PROJECTIONS				TOTAL 2017-2022
	2014	2015			2017	2018	2019	2020	2021	2022	
General Revenue:											
1 Property Taxes	\$ 14,187	\$ 14,323	\$ 14,749	\$ 14,759	\$ 14,907	\$ 15,279	\$ 15,738	\$ 16,210	\$ 16,696	\$ 17,197	\$ 96,027
2 Sales and Use Taxes	17,105	19,334	19,364	18,631	20,027	20,607	21,225	21,862	22,518	23,193	129,432
3 RGRL Tax	1,796	1,859	1,830	1,875	1,900	1,957	2,016	2,076	2,138	2,203	12,290
4 Admissions Tax	617	688	757	716	760	774	797	821	846	871	4,869
5 Utility Taxes	3,856	4,019	4,131	4,105	4,118	4,206	4,332	4,462	4,595	4,733	26,446
6 Interfund Utility Tax	1,851	2,061	2,065	1,981	2,161	2,205	2,271	2,339	2,409	2,482	13,868
7 Gambling/Excise Taxes	2,808	2,908	3,090	2,601	3,931	4,045	4,167	4,292	4,421	4,553	25,409
8 Total Taxes	42,219	45,192	45,987	44,668	47,804	49,073	50,546	52,062	53,624	55,232	308,341
9 Licenses & Permits	2,064	2,206	2,265	2,140	2,279	2,347	2,418	2,490	2,565	2,642	14,740
10 Intergovernmental	4,659	4,223	4,694	4,420	4,399	4,296	4,424	4,557	4,694	4,835	27,204
11 Charges for services/other	3,928	4,056	4,337	3,875	4,105	4,144	4,269	4,397	4,529	4,664	26,108
12 Indirect Cost Allocation	2,089	2,255	2,233	2,233	2,279	2,326	2,395	2,467	2,541	2,618	14,626
13 Total Ongoing Revenue	54,959	57,932	59,517	57,337	60,866	62,186	64,051	65,973	67,952	69,991	391,019
14 Tukwila Village land sale	-	500	-	2,075	1,800	2,775					4,575
15 Motel Property Sale	-	-	-	-	-	2,250					2,250
16 Other	1,000	350	-	-		1,025					1,025
18 Total One-Time Revenue	1,000	850	-	2,075	1,800	6,050	-	-	-	-	7,850
19 Total General Revenue	55,959	58,782	59,517	59,412	62,666	68,236	64,051	65,973	67,952	69,991	398,869
Dedicated Revenue:											
20 REET	705	2,413	800	404	800	800	824	849	874	900	5,047
21 Parking Tax	144	193	214	161	200	206	212	219	225	232	1,294
22 Fuel Tax	395	407	416	403	408	415	427	440	453	467	2,611
23 Investment earnings	8	14	16	12	12	12	12	12	13	13	74
24 Other	(3,152)	(2,400)	154	80	62	80	83	85	88	90	487
25 Total Dedicated Revenue	(1,900)	628	1,599	1,060	1,482	1,513	1,558	1,605	1,653	1,703	9,513
26 TOTAL REVENUES	54,059	59,410	61,116	60,472	64,147	69,749	65,610	67,578	69,605	71,693	408,383
Operating Expenditures:											
27 Operating & maintenance	48,714	52,000	54,257	55,525	57,352	58,578	60,043	61,544	63,083	64,660	365,260
28 Debt Service	3,150	2,760	2,650	2,875	2,686	5,849	4,504	4,147	4,140	4,139	25,464
29 Transfer Contingency	-	127	100	100	216	115	112	165	170	175	953
30 Operating transfers	600	300	300	300	368	369	369	369	369	369	2,213
31 Adm/Engineering	745	713	3,378	436	577	590	605	620	635	651	3,678
32 Total Expenditures	53,209	55,900	60,686	59,236	61,199	65,501	65,632	66,845	68,397	69,994	397,567
33 Subtotal Available	\$ 850	\$ 3,510	\$ 430	\$ 1,236	\$ 2,948	\$ 4,248	\$ (23)	\$ 733	\$ 1,209	\$ 1,700	\$ 10,815
Capital Projects											
34 Residential Street	518	981	403	230	237	277	750	750	750	750	3,514
35 Arterial Street	2,659	(925)	3,184	3,841	5,866	2,840	3,146	2,779	2,931	2,565	20,127
36 Land & Park acquisition	243	384	(75)	182	1,008	435	555	355	355	355	3,063
38 Urban Renewal	967	(269)	748	90	(1,623)	1,775	-	-	-	-	152
39 General improvements	164	144	205	331	150	150	300	300	300	300	1,500
40 Public Safety Buildings					(9,656)	9,299	(6,082)	1,916	7,264	(4,554)	(1,813)
41 Public Works Shops					-	(21,041)	21,041				-
42 Total Capital	4,550	315	4,464	4,674	(4,018)	(6,265)	19,710	6,100	11,600	(584)	26,543
43 Change in fund balance	(3,700)	3,195	(4,033)	(3,438)	6,966	10,513	(19,733)	(5,367)	(10,391)	2,284	(15,728)
44 Beginning Fund Balance	19,575	18,532	24,275	15,181	20,353	27,319	37,832	18,099	12,732	2,341	20,353
45 Ending Fund Balance	\$ 15,875	\$ 21,728	\$ 20,241	\$ 11,743	\$ 27,319	\$ 37,832	\$ 18,099	\$ 12,732	\$ 2,341	\$ 4,625	\$ 4,625
46 Reserve Fund Balance	\$ 5,771	\$ 5,587	\$ 5,716	\$ 5,704	\$ 5,952	\$ 6,087	\$ 6,220	\$ 6,406	\$ 6,598	\$ 6,795	\$ 6,795
47 TOTAL GOVT FUNDS	\$ 21,646	\$ 27,315	\$ 25,958	\$ 17,447	\$ 33,271	\$ 43,919	\$ 24,319	\$ 19,138	\$ 8,939	\$ 11,420	\$ 11,420

The Operating and Maintenance costs listed on Attachment A represent the departmental expenditures of the general fund and are detailed in Attachment B below. The salary and benefits charged to the capital project funds are included as Admin & Engineering expenditures on line 20 of Attachment A. The project specific expenditures are netted with the project specific revenues such as grants and bond proceeds and the net use or (source) of resources is listed for each capital project fund.

ATTACHMENT B - OPERATION & MAINTENANCE EXPENDITURES BY DEPARTMENT

2017-2022 Analysis in 000's

Program	ACTUAL		PROJECTED 2016	ADOPTED BUDGET 2016	PROPOSED BUDGET		PROJECTIONS				TOTAL 2017-2022
	2014	2015			2017	2018	2019	2020	2021	2022	
City Council	\$ 296	\$ 312	\$ 334	\$ 350	\$ 366	\$ 370	\$ 380	\$ 389	\$ 399	\$ 409	\$ 2,313
Mayor's Office	3,261	3,631	3,972	4,006	4,030	4,094	4,196	4,301	4,408	4,519	25,547
Human Resources	651	619	700	674	706	728	746	765	784	804	4,533
Finance	2,145	2,185	2,370	2,740	2,639	2,733	2,801	2,871	2,943	3,017	17,004
City Attorney	516	591	601	778	717	733	752	770	790	809	4,571
Parks & Recreation	3,789	4,238	4,289	4,334	4,803	4,781	4,901	5,023	5,149	5,278	29,935
Community Development	2,809	3,097	3,243	3,546	3,693	3,671	3,763	3,857	3,953	4,052	22,990
Court	1,090	1,194	1,166	1,164	1,308	1,296	1,328	1,361	1,395	1,430	8,119
Police	15,753	16,913	18,221	18,088	18,288	18,913	19,386	19,870	20,367	20,876	117,701
Fire	12,688	11,724	11,466	11,672	11,863	12,193	12,497	12,810	13,130	13,458	75,951
Information Technology	1,277	1,248	1,342	1,192	2,027	2,041	2,092	2,144	2,198	2,253	12,753
Public Works	4,440	6,246	6,553	6,980	6,912	7,026	7,201	7,381	7,566	7,755	43,842
Departmental Total	\$ 48,714	\$ 52,000	\$ 54,257	\$ 55,525	\$ 57,352	\$ 58,578	\$ 60,043	\$ 61,544	\$ 63,083	\$ 64,660	\$ 365,260

Projection Factors: Department expenditure growth factor for 2019-2022 is 2.5%.

ATTACHMENT B - OPERATION & MAINTENANCE EXPENDITURES BY EXPENDITURE TYPE

2017-2022 Analysis in 000's

	ACTUAL		PROJECTED 2016	ADOPTED BUDGET 2016	PROPOSED BUDGET		PROJECTIONS				TOTAL 2017-2022
	2014	2015			2017	2018	2019	2020	2021	2022	
Salaries	\$ 24,890	\$ 25,938	\$ 26,436	\$ 26,937	\$ 28,087	\$ 28,602	\$ 29,317	\$ 30,050	\$ 30,801	\$ 31,571	\$ 178,426
Extra Labor	487	632	604	621	778	755	774	793	813	833	4,745
Overtime	2,037	1,754	1,465	1,691	1,557	1,557	1,596	1,636	1,677	1,719	9,743
Total Wages	27,414	28,325	28,505	29,249	30,422	30,914	31,686	32,479	33,291	34,123	192,914
FICA	1,588	1,653	1,720	1,669	1,804	1,833	1,879	1,926	1,974	2,023	11,439
LEOFF 2	772	825	825	813	845	860	882	904	926	949	5,366
PERS	1,086	1,228	1,433	1,368	1,581	1,609	1,649	1,690	1,733	1,776	10,038
Industrial Insurance	506	629	706	703	863	939	963	987	1,012	1,037	5,800
Med,Dntl,Disability,Life	4,497	5,251	5,636	5,713	5,903	6,352	6,511	6,674	6,841	7,012	39,294
Unemployment	33	7	35	13	13	13	13	14	14	14	81
Clothing Allowance	4	6	7	25	10	11	11	11	11	12	66
Total Benefits	8,486	9,598	10,362	10,304	11,019	11,618	11,908	12,206	12,511	12,824	72,085
Office Supplies	411	392	388	357	455	459	470	482	494	506	2,866
Small Tools & Minor Equip	183	303	175	217	100	97	100	102	105	107	611
Recreation Prog Supplies	93	118	107	97	32	32	33	33	34	35	199
Fire Supplies	166	232	182	142	187	187	192	196	201	206	1,170
Street Maint Supplies	149	210	241	259	249	249	256	262	268	275	1,560
Other	238	207	244	223	263	261	268	275	281	288	1,637
Total Supplies	1,240	1,462	1,338	1,296	1,287	1,285	1,317	1,350	1,384	1,419	8,043
Professional Services	2,300	2,823	2,813	3,330	3,217	3,194	3,274	3,356	3,440	3,526	20,008
Communication	326	342	355	387	450	436	447	458	470	482	2,744
Travel	132	139	156	156	192	190	195	199	204	210	1,190
Advertising	26	29	53	55	52	52	53	54	55	57	322
Operating Rents & Leases	198	224	321	274	498	485	497	509	522	535	3,047
Equipment Replacment	742	899	474	742	166	166	170	174	179	183	1,039
Equip Operations & Maint	1,301	1,355	1,590	1,587	1,644	1,656	1,697	1,740	1,783	1,828	10,346
Insurance	679	704	811	820	887	977	1,001	1,026	1,052	1,078	6,022
Utilities	1,491	1,697	1,779	1,806	1,894	1,928	1,977	2,026	2,077	2,128	12,029
Repairs and Maintenance	595	699	793	802	819	828	849	870	892	914	5,170
Miscellaneous	807	787	933	995	1,116	1,112	1,140	1,169	1,198	1,228	6,963
Claims & Judgements	288	261	300	450	382	382	392	401	411	422	2,390
Credit Card Fees	45	45	38	33	65	70	72	74	75	77	433
Other	9	8	-	19	7	7	7	7	7	7	41
Total Services	8,938	10,015	10,415	11,456	11,387	11,483	11,770	12,064	12,366	12,675	71,745
SCORE Jail	1,067	1,232	1,463	1,495	1,485	1,633	1,674	1,716	1,759	1,803	10,071
Other	1,161	1,171	1,320	1,280	1,519	1,558	1,597	1,637	1,677	1,719	9,707
Total Intergovernmental	2,228	2,403	2,783	2,775	3,004	3,191	3,271	3,353	3,436	3,522	19,777
Machinery and Equipment	407	197	855	446	234	88	90	92	95	97	697
Total Capital	407	197	855	446	234	88	90	92	95	97	697
Total Dept. Expenditure	\$ 48,714	\$ 52,000	\$ 54,257	\$ 55,525	\$ 57,352	\$ 58,578	\$ 60,043	\$ 61,544	\$ 63,083	\$ 64,660	\$ 365,260

Projection Factors: The departmental expenditure growth factor for 2019-2022 is 2.5%.

Debt Service 2017-2022

This chart displays debt service for existing debt, planned debt and proposed debt.

DEBT SERVICE
2017 - 2022 Analysis in 000's

DEBT SERVICE	Use of Debt Proceeds	BUDGET		PROJECTIONS				TOTAL
		2017	2018	2019	2020	2021	2022	2017-2022
EXISTING DEBT:								
LTGO 2003	Golf course club house	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
LTGO 2008	City Hall Annex, 6300 bldg, and Urban	810	809	811			-	2,430
Refunding	City Hall Annex, 6300 bldg	364	364	365	-	-	-	1,094
	Tukwila Village	445	445	446	-	-	-	1,337
SCORE 2009	South County Corretional Entity, SCORE Jail facility	-	-	427	428	428	428	1,711
	Scheduled debt service	427	428	428	428	426	427	2,565
	Estimated contribution by SCORE	(427)	(428)	-	-	-	-	(856)
LTGO 2010	Southcenter Parkway Extension, emergency management	520	519	567	558	552	543	3,259
	Southcenter Pkwy Extension	381	381	416	409	405	398	2,390
	Emergency Management	138	138	151	149	147	145	868
LTGO 2011	Arterial street portion of 2003 bond –	552	549	549	545	546	552	3,294
Refunding	South Park bridge, Fort Dent, Tukwila Pool transaction							
LTGO 2012	Tukwila Metropolitan Park District	113	113	113	113	113	113	679
LTGO 2014	Urban Renewal line of credit	40	2,290	-	-	-	-	2,330
LTGO 2014	Urban Renewal Bonds	260	261	261	261	261	261	1,564
LTGO 2015	Interurban/Boeing Access Rd Brdg	391	389	392	390	388	390	2,340
	Interurban	227	226	227	226	225	226	1,357
	Boeing Access Road Bridge	164	163	165	164	163	164	983
Existing debt		\$ 2,686	\$ 4,931	\$ 3,120	\$ 2,295	\$ 2,288	\$ 2,287	\$ 17,606
PROPOSED DEBT:								
LTGO 2017	Residential Street	-	672	672	672	672	672	3,360
	42nd Ave S \$ 6,400							
	53rd Ave S \$ 2,000							
LTGO 2017	Public Works Shops \$29,493	-	246	712	1,180	1,180	1,180	4,498
Planned debt	\$ 37,893	\$ -	\$ 918	\$ 1,384	\$ 1,852	\$ 1,852	\$ 1,852	\$ 7,858
TOTAL Estimate / Projections		\$ 2,686	\$ 5,849	\$ 4,504	\$ 4,147	\$ 4,140	\$ 4,139	\$ 25,464

A summary of fund balances for the funds included in the Attachment A Financial Planning Model follows:

FUND BALANCES INCLUDED IN ATTACHMENT A
2014 - 2018 Analysis in 000's

FUNDS INCLUDED IN ATTACHMENT A		ACTUAL		PROJECTED	BUDGET	PROPOSED BUDGET	
		2014	2015	2016	2016	2017	2018
000	General Fund	\$ 10,181	\$ 11,500	\$ 11,688	\$ 8,364	\$ 11,360	\$ 11,363
2**	Debt Service	5	203	169	5	168	168
103	Residential Street	1,164	819	833	302	878	887
104	Arterial Street	1,376	5,052	3,787	148	47	533
301	Land, Park Acquisition	1,302	2,117	2,713	337	2,290	2,378
302	Facilities	936	1,190	371	1,787	1,997	226
303	General government	414	397	334	250	244	150
304	Fire facilities	505	551	646	550	678	728
305	Public Safety buildings					9,656	357
306	Public Works Shops						21,041
Total General government		\$ 15,883	\$ 21,830	\$ 20,542	\$ 11,743	\$ 27,319	\$ 37,832
105	Contingency Reserve	5,771	5,587	5,716	5,704	5,952	6,087
Total Governmental Funds		\$ 21,654	\$ 27,417	\$ 26,258	\$ 17,447	\$ 33,271	\$ 43,919

General Fund - Revenue, Expenditures and Fund Balance

	Actual		Projected	Budget			Percentage Change			
	2014	2015	2016	2016	2017	2018	2015	2016	2017	2018
Revenue										
<i>General Revenue</i>										
Property Taxes	\$ 14,186,753	\$ 14,323,133	\$ 14,749,141	\$ 14,759,046	\$ 14,906,636	\$ 15,279,302	1.0%	3.0%	1.0%	2.5%
Sales and Use Taxes	17,105,322	19,334,152	19,363,841	18,631,462	20,026,555	20,607,102	13.0%	-3.6%	7.5%	2.9%
Admissions Tax	616,531	687,741	757,250	716,000	760,000	774,000	11.6%	4.1%	6.1%	1.8%
Utility Taxes	6,577,434	6,818,833	7,115,472	6,636,768	7,949,452	8,150,927	3.7%	-2.7%	19.8%	2.5%
Interfund Utility Tax	1,851,013	2,061,098	2,065,450	1,981,000	2,161,000	2,205,000	11.3%	-3.9%	9.1%	2.0%
Rev. Generating Regulatory	1,795,933	1,858,749	1,829,774	1,875,141	1,900,000	1,957,000	3.5%	0.9%	1.3%	3.0%
Gambling/Excise Taxes	86,036	108,498	106,435	69,000	100,000	100,000	26.1%	-36.4%	44.9%	0.0%
Total General Revenue	42,219,022	45,192,204	45,987,364	44,668,417	47,803,644	49,073,331	7.0%	-1.2%	7.0%	2.7%
<i>Licenses and Permits</i>										
Business Licenses & Permits	814,670	828,478	794,270	823,140	848,640	852,790	1.7%	-0.6%	3.1%	0.5%
Rental Housing License	35,020	49,675	44,633	35,000	45,000	49,000	41.8%	-29.5%	28.6%	8.9%
Building Permits and Fees	1,214,440	1,327,772	1,426,030	1,281,970	1,385,300	1,445,300	9.3%	-3.4%	8.1%	4.3%
Total Licenses and Permits	2,064,130	2,205,925	2,264,933	2,140,110	2,278,940	2,347,090	6.9%	-3.0%	6.5%	3.0%
<i>Intergovernmental Revenue</i>										
Sales Tax Mitigation	1,137,765	1,132,568	1,136,577	1,140,000	1,140,000	1,140,000	-0.5%	0.7%	0.0%	0.0%
Seattle City Light Agreement	2,277,577	2,173,113	2,304,141	2,267,208	2,200,000	2,200,000	-4.6%	4.3%	-3.0%	0.0%
EMS, Vnet	-	2,668	28,268	28,000	-	-		949.6%	-100.0%	
State Entitlements	360,946	303,636	414,531	381,594	416,533	425,403	-15.9%	25.7%	9.2%	2.1%
Grants	882,324	611,151	810,791	602,871	642,127	530,156	-30.7%	-1.4%	6.5%	-17.4%
Total Intergovmtal Revenue	4,658,613	4,223,136	4,694,308	4,419,673	4,398,660	4,295,559	-9.3%	4.7%	-0.5%	-2.3%
<i>Charges for Services</i>										
General Government	110,768	58,191	41,460	51,713	35,265	35,265	-47.5%	-11.1%	-31.8%	0.0%
Security	1,446,674	1,119,055	1,112,528	1,008,112	1,161,982	1,174,225	-22.6%	-9.9%	15.3%	1.1%
Transportation	(30,321)	33,961	321,172	109,000	109,000	109,000	-212.0%	221.0%	0.0%	0.0%
Plan Check and Review Fees	768,781	1,088,243	1,060,432	1,141,210	905,090	905,090	41.6%	4.9%	-20.7%	0.0%
Culture and Rec Fees	474,305	561,535	557,448	461,906	609,840	623,500	18.4%	-17.7%	32.0%	2.2%
Total Charges for Services	2,770,206	2,860,986	3,093,039	2,771,941	2,821,177	2,847,080	3.3%	-3.1%	1.8%	0.9%
<i>Fines and Penalties</i>	257,228	253,164	304,973	280,749	254,129	254,129	-1.6%	10.9%	-9.5%	0.0%
<i>Miscellaneous Revenue</i>	2,800,912	941,427	938,551	822,412	1,030,083	1,043,084	-66.4%	-12.6%	25.3%	1.3%
<i>Indirect cost allocation</i>	2,089,178	2,605,320	2,233,476	2,233,476	2,279,058	2,325,643	24.7%	-14.3%	2.0%	2.0%
Ongoing Revenue	56,859,290	58,282,162	59,516,642	57,336,778	60,865,691	62,185,916	2.5%	-1.6%	6.2%	2.2%
Bond Proceeds	-	-	-	-	-	-				
Transfers from LID	-	-	-	-	-	-				
Property sale	-	-	-	-	-	-				
Trsfer Tukwila Village land sale	1,000,000	500,000	-	2,075,000	1,800,000	6,050,000	-50.0%	315.0%	-13.3%	236.1%
Total Revenue	57,859,290	58,782,162	59,516,642	59,411,778	62,665,691	68,235,916	1.6%	1.1%	5.5%	8.9%
Expenditures										
City Council	296,217	312,202	333,881	350,065	366,017	370,318	5.4%	12.1%	4.6%	1.2%
Mayor's Office	3,260,538	3,630,627	3,971,613	4,005,870	4,029,580	4,093,650	11.4%	10.3%	0.6%	1.6%
Human Resources	650,743	619,343	700,001	674,329	706,208	728,083	-4.8%	8.9%	4.7%	3.1%
Finance	2,144,962	2,185,415	2,370,338	2,740,000	2,638,812	2,733,020	1.9%	25.4%	-3.7%	3.6%
Legal	515,908	591,440	600,814	778,418	716,955	733,185	14.6%	31.6%	-7.9%	2.3%
Recreation	2,650,291	2,870,527	2,897,034	2,851,924	3,384,691	3,322,179	8.3%	-0.6%	18.7%	-1.8%
Parks Maintenance	1,138,319	1,367,462	1,392,460	1,482,251	1,418,761	1,459,099	20.1%	8.4%	-4.3%	2.8%
Community Development	2,809,132	3,096,757	3,242,741	3,546,430	3,693,335	3,671,158	10.2%	14.5%	4.1%	-0.6%
Court	1,090,382	1,194,059	1,166,262	1,163,679	1,307,807	1,295,810	9.5%	-2.5%	12.4%	-0.9%
Police	15,752,642	16,912,835	18,221,359	18,087,866	18,288,091	18,913,021	7.4%	6.9%	1.1%	3.4%
Fire	11,361,376	11,724,461	11,466,197	11,672,499	11,862,569	12,192,595	3.2%	-0.4%	1.6%	2.8%
Information Technology	1,234,710	1,246,282	1,339,708	1,191,754	2,026,820	2,040,672	0.9%	-4.4%	70.1%	0.7%
Public Works	3,194,902	3,421,257	3,597,172	3,817,266	3,802,640	3,876,049	7.1%	11.6%	-0.4%	1.9%
PW Street Maintenance	2,614,100	2,826,851	2,957,703	3,162,762	3,109,593	3,149,644	8.1%	11.9%	-1.7%	1.3%
Total Department Expenditures	48,714,222	51,999,517	54,257,284	55,525,113	57,351,879	58,578,484	6.7%	6.8%	3.3%	2.1%
Interfund Loans	1,900,000	-	-	-	-	-				
Transfers - Debt Service	3,150,080	2,759,846	2,649,992	2,874,831	2,686,004	5,848,580	-12.4%	4.2%	-6.6%	117.7%
Transfers - Capital, Other	3,750,000	2,674,000	2,321,000	2,251,000	2,551,687	3,691,041	-28.7%	-15.8%	13.4%	44.7%
Transfers - Contingency	-	127,000	100,000	100,000	-	-		-21.3%	-100.0%	
Total Transfers	8,800,080	5,560,846	5,070,992	5,225,831	5,237,691	9,539,621	-36.8%	-6.0%	0.2%	82.1%
Total Expenditures	57,514,302	57,560,363	59,328,276	60,750,944	62,589,570	68,118,105	0.1%	5.5%	3.0%	8.8%
Change in Fund Balance	344,988	1,221,799	188,366	(1,339,166)	76,121	117,811	254.2%	-209.6%	-105.7%	54.8%
Beginning Fund Balance	9,836,069	10,181,057	11,402,617	9,703,167	11,500,000	11,576,121	3.5%	-4.7%	18.5%	0.7%
Ending Fund Balance	\$ 10,181,057	\$ 11,402,856	\$ 11,590,983	\$ 8,364,001	\$ 11,576,121	\$ 11,693,932	12.0%	-26.6%	38.4%	1.0%

GENERAL FUND MAJOR REVENUE SOURCES

Sales and Use Tax (RCW 82.14)

The City receives sales tax revenue from three sources. The main source of sales tax, \$19.4 million in 2017 and \$19.9 million in 2018, is the City-imposed 0.85% on retail sales. The City receives less than 9% of the sales tax generated within Tukwila. The remaining 91% is distributed to other government entities and supports transit and other public agencies. The City also receives a portion of the sales tax collected by King County for criminal justice. This is a 0.1% voter approved sales tax in King County and is collected countywide and distributed to all cities on a per capita basis. In the 2017-2018 biennium, the City anticipates receiving \$500 thousand each year. The third source of sales tax is collected from the sale of brokered natural gas. These three components of sales and use tax revenue account for 32.9% in 2017 and 33.1% in 2018 of the City's General Fund ongoing revenue, making sales tax the largest revenue source for the General Fund.

Detail of Sales and Use Tax Budget

	2017	2018
Local Retail Sales & Use Tax	\$19,351,555	\$19,932,102
Criminal Justice	500,000	500,000
Natural Gas Use Tax	175,000	175,000
Total Sales and Use Tax	\$20,026,555	\$20,607,102

The sales tax rate in the City of Tukwila is 9.5% on retail goods, with an additional 0.3% on car sales to help pay for statewide transportation improvements. The chart below summarizes how the 9.5% tax collected is divided between various governmental entities.

Sales Tax Distribution by Government Entity

	Percent	Percent of Total
Washington State	6.50%	68.42%
City of Tukwila	0.85%	8.95%
King County	0.35%	3.68%
King County Criminal Justice	0.10%	1.05%
Regional Transit Authority	0.80%	8.42%
King County Transp. Benefit Area	0.90%	9.47%
Total Sales Tax on \$100 of Goods	9.50%	100.00%

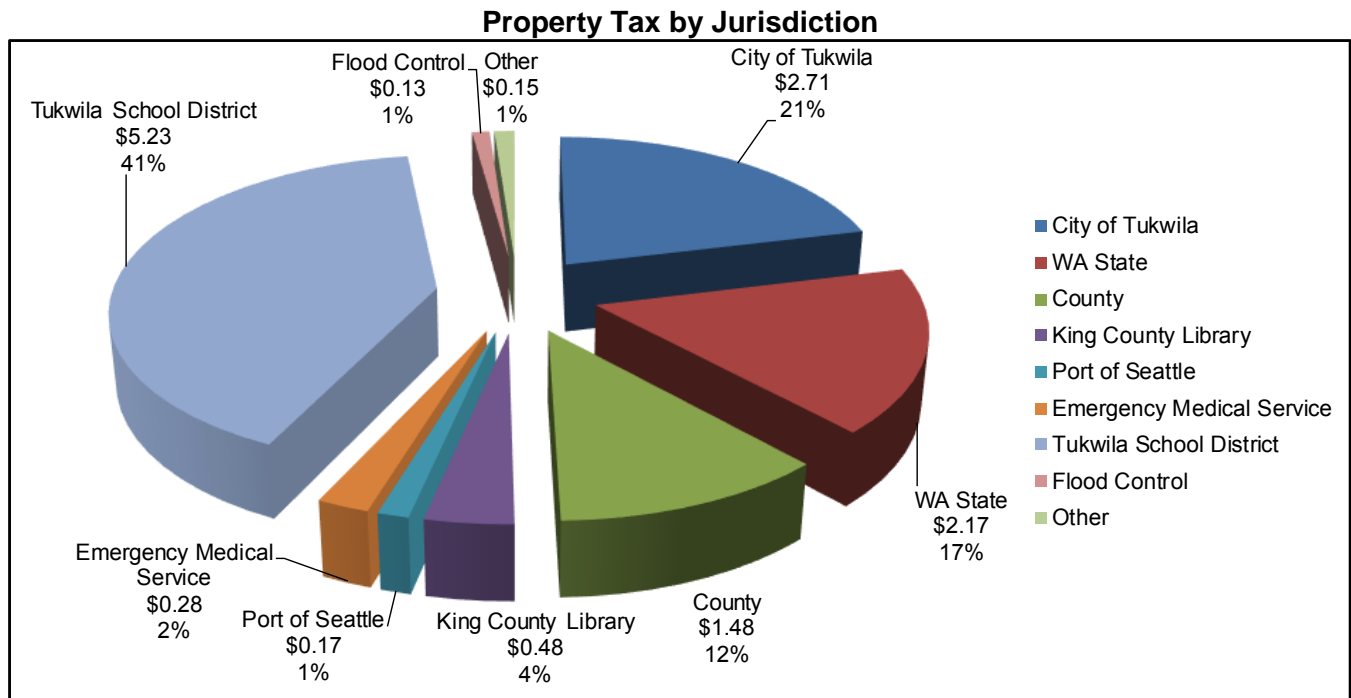
From 2006 to 2007, the City's sales tax collection grew 10%. 2008 was the first year to see a decline in sales tax from the previous year (12%) due to the Great Recession and State implementation of the streamlined sales tax, a destination-based sales tax model. The City is assuming a 3.4% average increase in sales tax growth for 2017 over the 2016 projected revenues and 33.9% increase for 2018 over the 2017 budget.

Property Tax (RCW 84.52)

Property tax revenue is the City's second largest revenue source at \$14.9 million in 2017 and \$15.3 million in 2018, or 24.5% of the total general fund ongoing revenue in 2017 and 24.6% in 2018. It is used for general governmental operations including Police, Fire, Public Works, Parks, and administrative support. The City receives 21.2% of the property taxes paid by Tukwila property owners. Property tax revenue is anticipated to increase in 2018 by 2.5%.

2016 Assessed Value	per \$1,000 Assessed Value (AV)	
Property Tax Rate	AV	Percent of Total
Government Agency	AV	Percent of Total
City of Tukwila	\$2.71	21.2%
WA State	\$2.17	17.0%
County	\$1.48	11.6%
King County Library	\$0.48	3.7%
Port of Seattle	\$0.17	1.3%
Emergency Medical Service	\$0.28	2.2%
Tukwila School District	\$5.23	40.9%
Flood Control	\$0.13	1.0%
Other	\$0.15	1.2%
Total	\$ 12.80	100%

The City of Tukwila will levy a tax rate of approximately \$2.66 per \$1,000 assessed value for 2017. The City receives less than a quarter of the property taxes paid in Tukwila. Most of the parcels in the City are also in the Tukwila School District. Almost 70% goes to the Tukwila School District, King County, and the State of Washington, with the remainder going to smaller taxing districts such as the Port of Seattle, Emergency Medical Services, etc. Property taxes are distributed to the following jurisdictions:



Utility Tax (RCW 82.16)

The City implemented a 6% solid waste tax and 10% interfund utility tax in 2009 (originally 15%, reduced to 10% in 2010) which have since become the City's third largest tax revenue source at \$6.3 million in 2017, and \$6.4 million in 2018. This represents over 10% of the City's total ongoing revenue supporting the general fund in both 2017 and 2018. The City of Tukwila has a 6% utility tax on cable, electricity, telephones, cellular phones, natural gas, and garbage. The interfund utility tax was set to expire at the end of 2015 but was extended through 2021 at the same rate.

Detail of Utility Tax Budget

	2017	2018
Electric	\$ 1,610,000	\$ 1,658,300
Gas	550,000	550,000
Solid Waste/Recycling	410,000	418,200
Cable	250,000	255,000
Telephone	1,298,052	1,324,013
Utility Taxes	4,118,052	4,205,513
Interfund Utilities	2,161,000	2,205,000
Total Utility Taxes	\$ 6,279,052	\$ 6,410,513

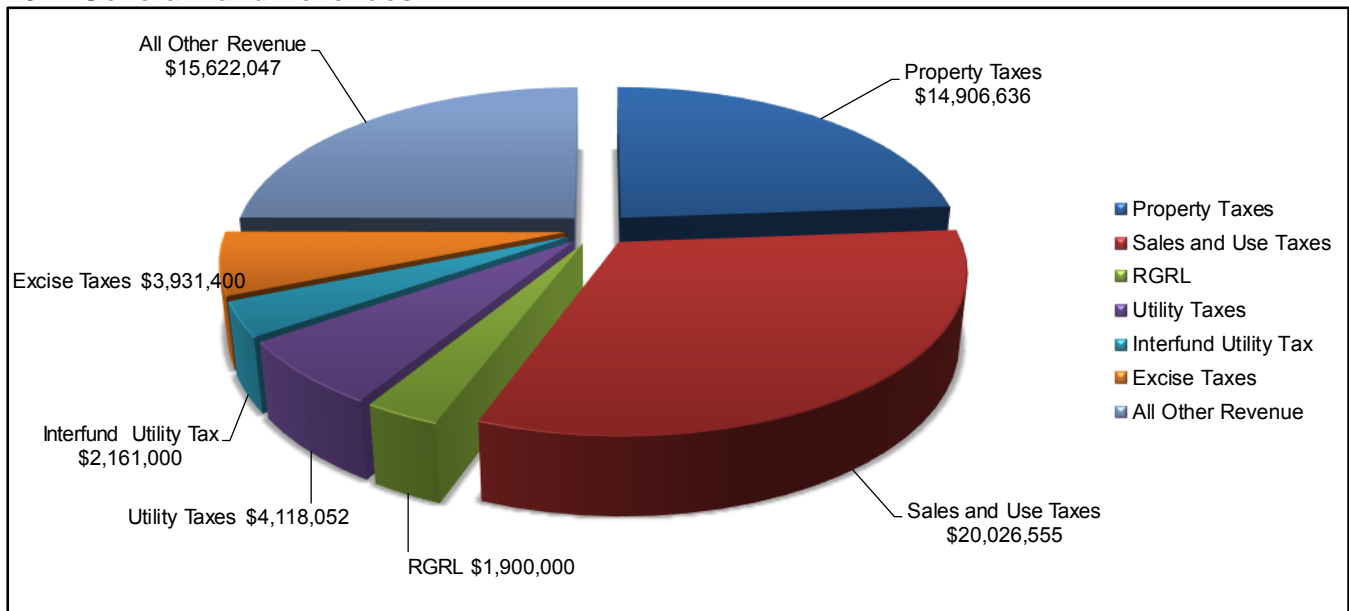
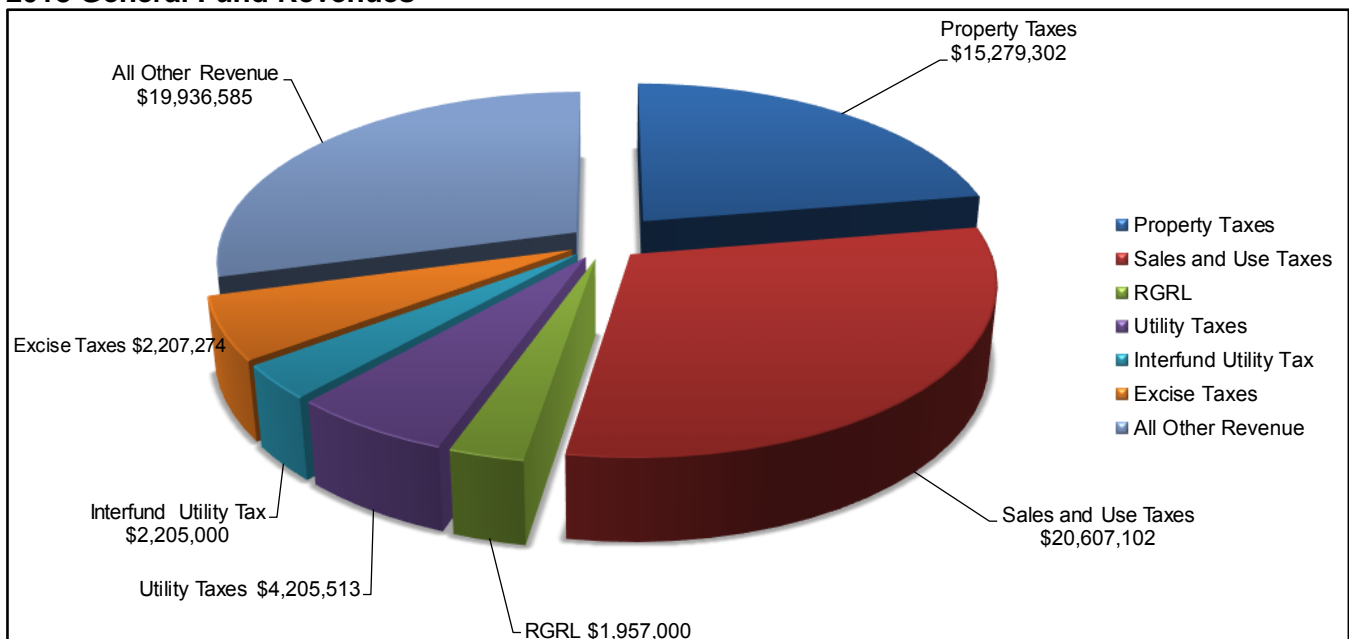
Other Revenues

In addition to the three major revenue sources and other ongoing general fund revenue, the 2017-2018 biennial budget also includes one-time revenue of \$1.8 million in 2017 and \$6.1 million in 2018 for anticipated property sales in both the Tukwila Village and Tukwila Redevelopment (urban renewal) areas. These funds will be used for capital improvements throughout the City. Additionally, \$2.25 million will be used to repay the line of credit the City received in 2015. The proceeds of the line of credit were used to purchase property in the City's Urban Renewal area.

2017-2018 GENERAL FUND REVENUE

General fund revenue for 2017 and 2018 excluding fund balances is \$62.7 million and \$68.2 million respectively; a 5.5% increase in 2016 from the 2015 Budget and a 8.9% increase in 2018 over the 2017 proposed budget.

General Fund Revenues										
General Fund Revenues	Actual		Projected	Budget			Percentage Changes			
	2014	2015	2016	2016	2017	2018	2015	2016	2017	2018
Property Taxes	\$ 14,186,753	\$ 14,323,133	\$ 14,749,141	\$ 14,759,046	\$ 14,906,636	\$ 15,279,302	1.0%	3.0%	1.0%	2.5%
Sales and Use Taxes	17,105,322	19,334,152	19,363,841	18,631,462	20,026,555	20,607,102	13.0%	-3.6%	7.5%	2.9%
RGRl Tax	1,795,933	1,858,749	1,829,774	1,875,141	1,900,000	1,957,000	3.5%	0.9%	1.3%	3.0%
Admissions Tax	616,531	687,741	757,250	716,000	760,000	774,000	11.6%	4.1%	6.1%	1.8%
Utility Taxes	3,855,544	4,019,288	4,131,412	4,105,084	4,118,052	4,205,513	4.2%	2.1%	0.3%	2.1%
Interfund Utility Tax	1,851,013	2,061,098	2,065,450	1,981,000	2,161,000	2,205,000	11.3%	-3.9%	9.1%	2.0%
Gambling/Excise Taxes	2,807,926	2,908,043	3,090,495	2,600,684	3,931,400	4,045,414	3.6%	-10.6%	51.2%	2.9%
Total Taxes	42,219,022	45,192,204	45,987,364	44,668,417	47,803,644	49,073,331	7.0%	-1.2%	7.0%	2.7%
Business Licenses & Permits	814,670	828,478	794,270	823,140	848,640	852,790	1.7%	-0.6%	3.1%	0.5%
Rental Housing License	35,020	49,675	44,633	35,000	45,000	49,000	41.8%	-29.5%	28.6%	8.9%
Building Permits and Fees	1,214,440	1,327,772	1,426,030	1,281,970	1,385,300	1,445,300	9.3%	-3.4%	8.1%	4.3%
Total Licenses & Permits	2,064,130	2,205,925	2,264,933	2,140,110	2,278,940	2,347,090	6.9%	-3.0%	6.5%	3.0%
Sales Tax Mitigation	1,137,765	1,132,568	1,136,577	1,140,000	1,140,000	1,140,000	-0.5%	0.7%	0.0%	0.0%
Seattle City Light Franchise	2,277,577	2,173,113	2,304,141	2,267,208	2,200,000	2,200,000	-4.6%	4.3%	-3.0%	0.0%
EMS, Vnet	-	2,668	28,268	28,000	-	-	0.0%	949.6%	0.0%	0.0%
State Entitlements	360,946	303,636	414,531	381,594	416,533	425,403	-15.9%	25.7%	9.2%	2.1%
Grants	882,324	611,151	810,791	602,871	642,127	530,156	-30.7%	-1.4%	6.5%	-17.4%
Total Intergovernmental	4,658,613	4,223,136	4,694,308	4,419,673	4,398,660	4,295,559	-9.3%	4.7%	-0.5%	-2.3%
General Government	110,768	58,191	41,460	51,713	35,265	35,265	-47.5%	-11.1%	-31.8%	0.0%
Security	1,446,674	1,119,055	1,112,528	1,008,112	1,161,982	1,174,225	-22.6%	-9.9%	15.3%	1.1%
Transportation	(30,321)	33,961	321,172	109,000	109,000	109,000	-212.0%	221.0%	0.0%	0.0%
Plan Check & Review Fees	768,781	1,088,243	1,060,432	1,141,210	905,090	905,090	41.6%	4.9%	-20.7%	0.0%
Culture and Rec Fees	474,305	561,535	557,448	461,906	609,840	623,500	18.4%	-17.7%	32.0%	2.2%
Total Charges for Services	2,770,206	2,860,986	3,093,039	2,771,941	2,821,177	2,847,080	3.3%	-3.1%	1.8%	0.9%
Total Fines and Penalties	257,228	253,164	304,973	280,749	254,129	254,129	-1.6%	10.9%	-9.5%	0.0%
Total Miscellaneous	900,912	941,427	938,551	822,412	1,030,083	1,043,084	4.5%	-12.6%	25.3%	1.3%
Indirect Cost Allocation	2,089,178	2,255,320	2,233,476	2,233,476	2,279,058	2,325,643	8.0%	-1.0%	2.0%	2.0%
Total Ongoing Revenue	54,959,290	57,932,162	59,516,642	57,336,778	60,865,691	62,185,916	5.4%	-1.0%	6.2%	2.2%
Transfer in from Fund 302	1,000,000	-	-	-	1,800,000	3,800,000	0.0%	0.0%	0.0%	111.1%
Interfund loan received	1,900,000	-	-	-	-	-	0.0%	0.0%	0.0%	0.0%
Transfer in from Fund 105	-	350,000	-	-	-	-	0.0%	0.0%	0.0%	0.0%
Tukwila Village/KC Library	-	500,000	-	-	-	-	0.0%	0.0%	0.0%	0.0%
Tukwila Village			-	2,075,000			0.0%	0.0%	0.0%	0.0%
Motel Property Sale	-	-	-	-	-	2,250,000	0.0%	0.0%	0.0%	0.0%
Total One-Time Revenue	2,900,000	850,000	-	2,075,000	1,800,000	6,050,000	-70.7%	144.1%	-13.3%	236.1%
Total Revenue	\$ 57,859,290	\$ 58,782,162	\$ 59,516,642	\$ 59,411,778	\$ 62,665,691	\$ 68,235,916	1.6%	1.1%	5.5%	8.9%

2017 General Fund Revenues**2018 General Fund Revenues**

GENERAL FUND MAJOR EXPENDITURES

The budget for each department within the general fund has been developed in support of the City's strategic goals and the 2017-2018 priorities that were identified in collaboration between the City Council and Administration. Department budgets were held to 2016 levels except for changes in salaries and benefits, utilities, operating costs, interlocal agreements such as with Valley Communications and SCORE jail, excise taxes, insurance premiums and claims. The major initiative for the 2017-2018 biennium is related to technology. The initiative will add foundational infrastructure that will result in improved services to the community. As an example, the investment in technology will allow staff to move more quickly in rolling out a new Parks and Recreation records management system that will allow community center patrons to register for classes online. Detailed information on major changes is provided in each department section of the budget.

The budget continues to fund all existing positions. However, it should be noted that when a position becomes vacant, a review is conducted and the position may be reallocated to a different department if it is determined that the needs are greater elsewhere. For example, the Deputy Director for Public Works position that was vacated in 2016 will not be filled. Instead, the position is being transferred to the Technology Services department and filled as Business Analyst. Also added is an additional half time street maintenance worker and three-quarter time staff member for Municipal Court. All contractual obligations have been funded as well as step increases and COLAs. Healthcare premiums for active employees have been increased by 8% in both 2017 and 2018; funding for the LEOFF 1 retiree healthcare plan continues, but at a reduced level from the 2015-2016 biennium. 2016 ending fund balance for the LEOFF 1 retiree healthcare plan is projected to be in excess of \$1 million, which is significantly higher than the \$212 thousand IBNR (incurred but not reported) reserve mandated by law.

A fire exploratory committee was convened early in 2014 to investigate alternatives for fire services. In September 2014, the Council approved continued study of the feasibility and benefits of joining the Kent Regional Fire Authority. In early 2016, after much deliberation by the Council and after considering public input, it was determined that it was in the best interest of the residents and business community to retain the Tukwila Fire Department and develop a plan to fully-fund fire services. Additional information on funding for the fire department is provided below in the Departmental Budgets section.

New funding for the technology initiative totals \$362 thousand in 2017 and \$329 thousand in 2018. Funding for capital projects totals \$2.6 million in 2017 and \$3.6 million in 2018 while contribution to the debt service funds total \$2.7 million and \$5.8 million in 2017 and 2018 respectively. The significant increase in 2018 for debt service is to pay the \$2.25 million line of credit, which will be done through the sale of City-owned property.

General Fund Budget Change Discussion

Wages and Benefits: Salaries show a 3.5% increase in 2017 over 2016 budget and a 1.8% increase in 2018 over 2017 budget. A 2% COLA has been factored in for both years as well as step increases for those positions not currently at the top step. Additionally, the increase in 2017 over 2016 budget is due to new positions approved in 2016.

Extra labor increased 25.3% in 2017 over 2016 budget reflecting costs associated with the REACH and after school programs for youth.

Benefits were increased accordingly. Rates for the retirement programs the City participates in are as follows: PERS 12.83%, PSERS 12.00%, and LEOFF II 5.47%. Healthcare costs reflect an 8% increase each year and workers compensation increased 10% each year.

Supplies: Supplies includes office and program related supplies as well as small tools and equipment. Overall, supplies decreased 0.7% in 2017 below 2016 budget and an additional 0.1% decrease in 2018 below 2017 budget. The proposed Public Safety Plan bond measure includes life-cycle replacement costs for fire department supplies including bunker gear and thermal imaging cameras. Because of the bond measure, the costs for these items are not included in the proposed budget.

Services: The City continues to look for cost savings where possible. Due to a reduction in professional services, as well as equipment replacement costs, increases in operating rentals, insurance, utilities, were mostly absorbed in this category. Overall, there is a 0.6% reduction in 2017 below 2016 budget and a slight increase of 0.8% in 2018 over the 2017 budget.

Intergovernmental: The City continues to partner with other local government agencies for jail, dispatching, and animal control services. Costs for these services continue to increase resulting in an 8.3% increase in 2017 over 2016 budget and 6.2% increase in 2018 over 2017 budget.

Capital and Transfers: Capital costs decreased 47.5% in 2017 over 2016 budget and decreased 62.4% in 2018 below 2017 budget. This decrease reflects the fact that the Police records management system was completed in 2016 and the Parks and Recreation system will be completed in 2017. Additional details on general fund capital purchases can be found below in the Departmental Budgets section. Infrastructure capital improvements can be found in the Capital Projects funds, as well as the City's Enterprise funds.

Transfers to debt service funds in 2018 include the line of credit payoff of \$2.25 million. Transfers to capital projects funds provide funding for residential and arterial street improvements. Funding for these transfers come from property sale revenue and matches one-time revenue with one-time expenditures.

Departmental Budgets

Departmental expenditures for 2017 are \$57.4 million, a 2.8% increase over the 2016 budget and \$58.6 million for 2018, a 2.1% increase over the 2017 budget. Significant changes in the departmental budgets include the following:

Mayor's Office – The REACH after school program costs of \$100 thousand were transferred from the Mayor's department to the Recreation department. Special matters were reduced \$55 thousand to reflect actual costs. Professional services lines were reduced a total of \$195 thousand to reflect actual usage.

Human Resources – The human resources assistant position was reclassified to a human resources analyst. Additional budget was provided for consulting work to develop safety compliance plans. It is anticipated that this project will be completed in 2018.

Finance – Property insurance budget of \$106 thousand was transferred from the Finance department to Public Works. Claims and judgments line was reduced by \$68 thousand in 2017 to reflect claims history.

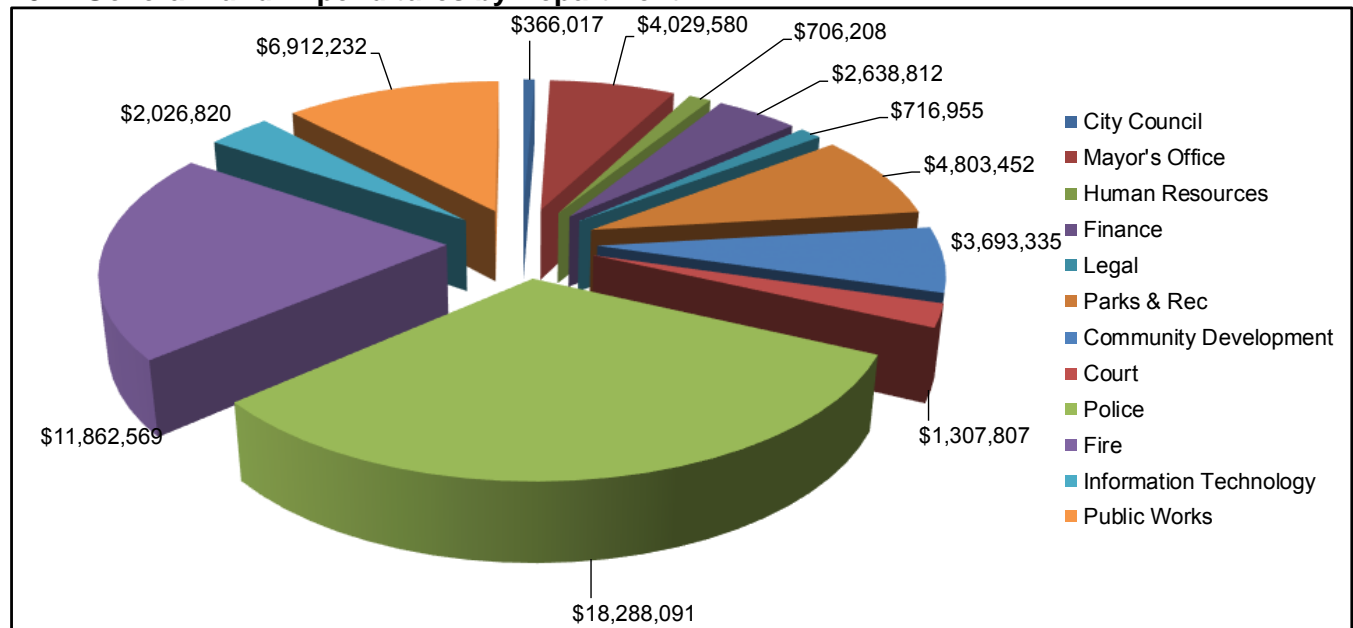
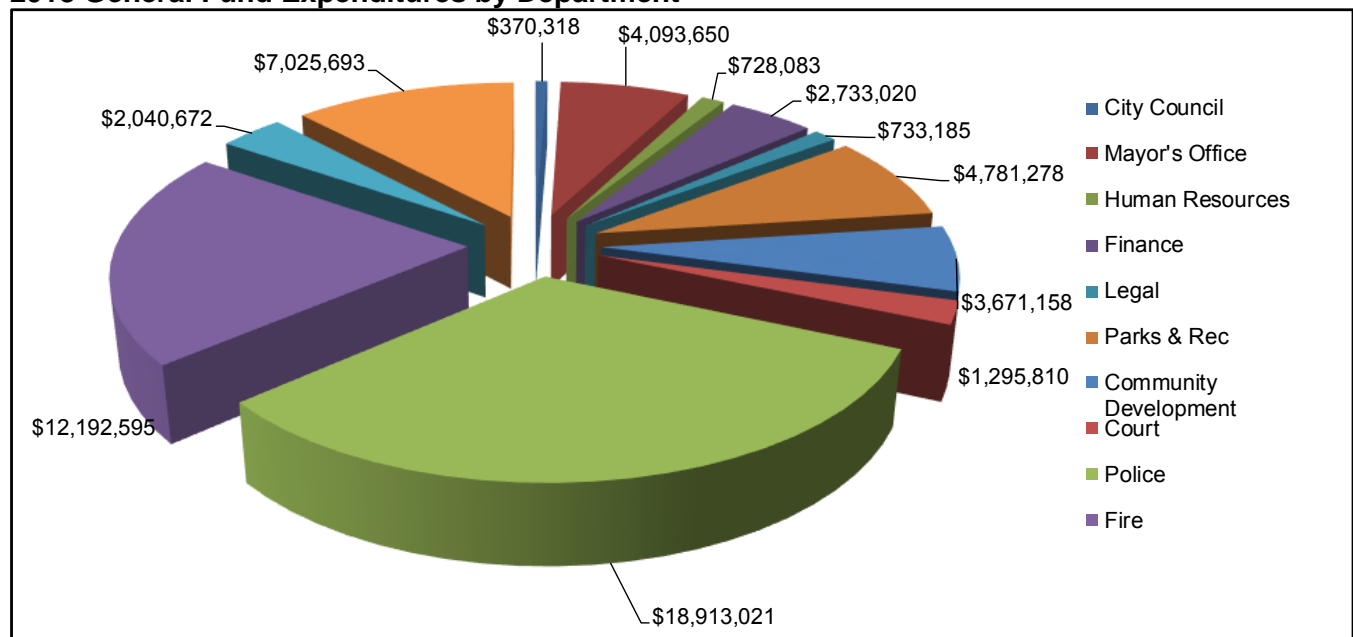
Recreation – Funding of \$100 thousand was transferred from the Mayor's department to the Recreation department to fund the REACH after school program. Extra labor increased \$168 thousand; much of which is grant funded. Additionally, \$100 thousand in capital budget has been added to the 2017 budget to purchase a new recreation management software system. This purchase is specific to 2017.

Court – A .75 admin support technician was added to address staffing deficiencies created from additional workload. It is anticipated that much of the revenue associated with increased traffic patrols will offset the costs of this position.

Technology Services – Two staff positions were transferred from the Public Works department to Technology Services; a GIS coordinator and the deputy director of Public Works, reclassified as a business analyst. Additionally, a .5 IT specialist in the Police department was upgraded to full-time in 2016 with Council approval and reclassified as a systems administration. Improvements to IT infrastructure results in an increase of \$362 thousand in 2017.

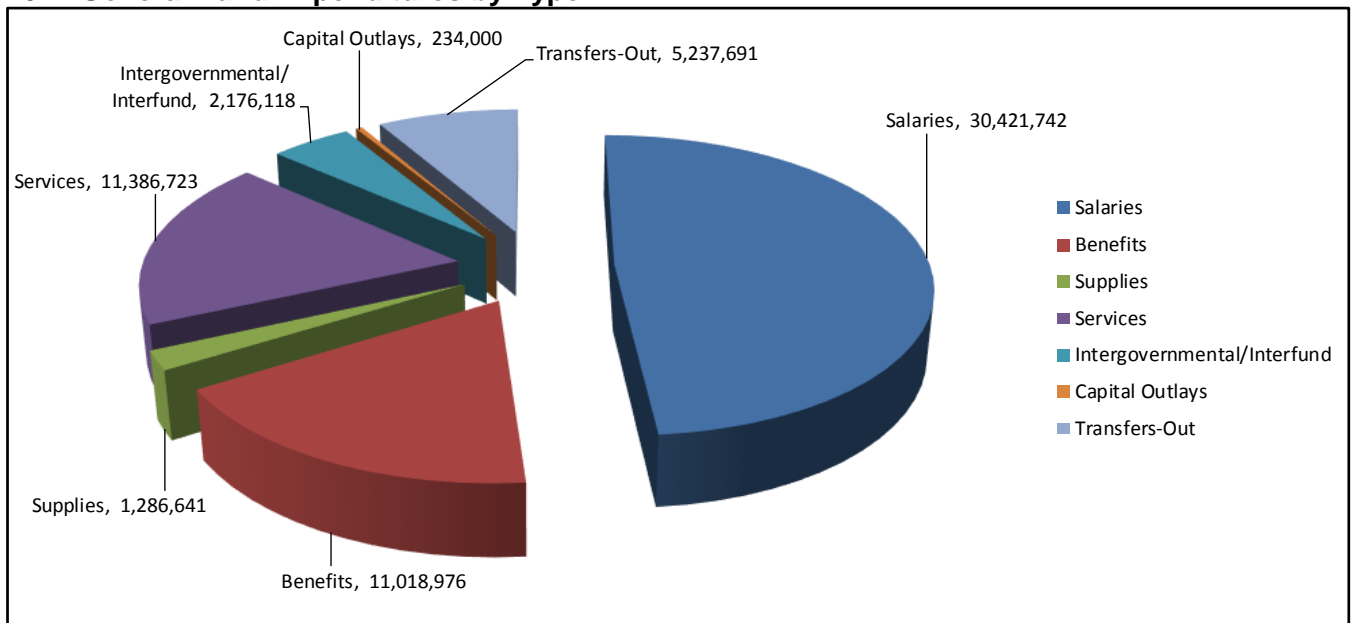
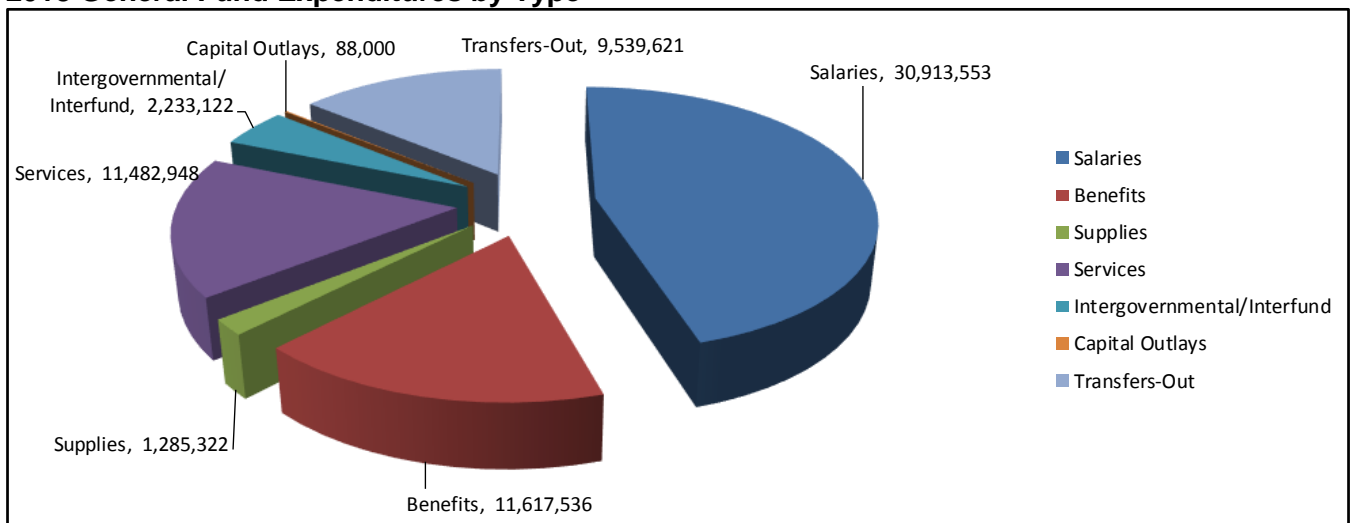
General Fund Expenditures by Department

Program	ACTUAL		PROJECTED 2016	BUDGET			2016-17 % Chg	2017-18 % Chg
	2014	2015		2016	2017	2018		
City Council	\$ 296,217	\$ 312,202	\$ 333,881	\$ 350,065	\$ 366,017	\$ 370,318	4.6%	1.2%
Mayor's Office	3,260,538	3,630,627	3,971,613	4,005,870	4,029,580	4,093,650	0.6%	1.6%
Human Resources	650,743	619,343	700,001	674,329	706,208	728,083	4.7%	3.1%
Finance	2,144,962	2,185,415	2,370,338	2,740,000	2,638,812	2,733,020	-3.7%	3.6%
City Attorney	515,908	591,440	600,814	778,418	716,955	733,185	-7.9%	2.3%
Parks & Recreation	3,788,610	4,237,988	4,289,494	4,334,175	4,803,452	4,781,278	10.8%	-0.5%
Community Development	2,809,132	3,096,757	3,242,741	3,546,430	3,693,335	3,671,158	4.1%	-0.6%
Court	1,090,382	1,194,059	1,166,262	1,163,679	1,307,807	1,295,810	12.4%	-0.9%
Police	15,752,642	16,912,835	18,221,359	18,087,866	18,288,091	18,913,021	1.1%	3.4%
Fire	12,688,053	11,724,461	11,466,197	11,672,499	11,862,569	12,192,595	1.6%	2.8%
Information Technology	1,277,163	1,248,472	1,341,898	1,191,754	2,026,820	2,040,672	70.1%	0.7%
Public Works	4,439,872	6,245,918	6,552,685	6,980,028	6,912,232	7,025,693	-1.0%	1.6%
Departmental Total	48,714,222	51,999,517	54,257,284	55,525,113	57,351,879	58,578,484	3.3%	2.1%
Transfers to other funds	8,800,080	5,560,846	5,070,992	5,225,831	5,237,691	9,539,621	0.2%	82.1%
General Fund Total	\$57,514,302	\$57,560,363	\$59,328,276	\$60,750,944	\$62,589,570	\$68,118,105	3.0%	8.8%

2017 General Fund Expenditures by Department**2018 General Fund Expenditures by Department**

General Fund Expenditure by Type

General Fund Expenditures by Type										
	ACTUAL		PROJECTED	BUDGET			Percentage Changes			
	2014	2015	2016	2016	2017	2018	2013	2014	2015	2016
Salaries	\$ 24,889,650	\$ 25,938,325	\$ 26,436,163	\$ 26,936,791	\$ 28,086,575	\$ 28,601,590	4.2%	3.8%	4.3%	1.8%
Extra Labor	487,039	631,925	603,824	620,992	777,897	754,693	29.7%	-1.7%	25.3%	-3.0%
Overtime	2,037,195	1,754,484	1,464,896	1,690,772	1,557,270	1,557,270	-13.9%	-3.6%	-7.9%	0.0%
Total Wages	27,413,884	28,324,733	28,504,883	29,248,555	30,421,742	30,913,553	3.3%	3.3%	4.0%	1.6%
FICA	1,588,266	1,652,915	1,719,523	1,668,884	1,803,539	1,833,178	4.1%	1.0%	8.1%	1.6%
LEOFF 2	772,136	824,630	825,274	812,846	845,329	860,112	6.8%	-1.4%	4.0%	1.7%
PERS	1,086,492	1,227,888	1,432,524	1,368,202	1,580,985	1,608,904	13.0%	11.4%	15.6%	1.8%
Industrial Insurance	506,143	629,025	705,997	703,452	862,568	939,366	24.3%	11.8%	22.6%	8.9%
Med,Dntl,Disability,Life	4,496,574	5,251,282	5,636,426	5,712,556	5,903,095	6,352,475	16.8%	8.8%	3.3%	7.6%
Unemployment	32,633	6,672	35,170	13,000	13,000	13,000	-79.6%	94.8%	0.0%	0.0%
Clothing Allowance	4,202	5,831	7,454	25,235	10,460	10,500	38.8%	332.8%	-58.5%	0.4%
Total Benefits	8,486,446	9,598,242	10,362,368	10,304,175	11,018,976	11,617,536	13.1%	7.4%	6.9%	5.4%
Office Supplies	411,286	392,381	388,355	357,355	455,461	458,642	-4.6%	-8.9%	27.5%	0.7%
Small Tools & Minor Equip	183,116	303,223	174,769	216,804	99,818	97,318	65.6%	-28.5%	-54.0%	-2.5%
Recreation Prog Supplies	92,614	117,848	107,100	97,340	31,800	31,800	27.2%	-17.4%	-67.3%	0.0%
Fire Supplies	165,506	232,243	182,457	141,977	186,977	186,977	40.3%	-38.9%	31.7%	0.0%
Street Maint Supplies	149,421	209,661	240,780	259,300	249,300	249,300	40.3%	23.7%	-3.9%	0.0%
Other	238,447	206,712	244,392	223,262	263,285	261,285	-13.3%	8.0%	17.9%	-0.8%
Total Supplies	1,240,391	1,462,068	1,337,853	1,296,038	1,286,641	1,285,322	17.9%	-11.4%	-0.7%	-0.1%
Professional Services	2,300,112	2,822,972	2,813,443	3,329,772	3,216,711	3,194,461	22.7%	18.0%	-3.4%	-0.7%
Communication	325,825	342,302	354,974	386,671	449,970	436,370	5.1%	13.0%	16.4%	-3.0%
Travel	131,650	139,251	156,276	156,028	192,380	189,880	5.8%	12.0%	23.3%	-1.3%
Advertising	25,843	29,243	53,162	55,250	51,500	51,500	13.2%	88.9%	-6.8%	0.0%
Operating Rents & Leases	198,202	224,445	320,590	273,973	498,238	484,838	13.2%	22.1%	81.9%	-2.7%
Equipment Replacment	741,940	899,039	473,571	742,125	166,014	166,014	21.2%	-17.5%	-77.6%	0.0%
Equip Operations & Maint	1,301,271	1,354,852	1,590,317	1,586,874	1,643,620	1,655,686	4.1%	17.1%	3.6%	0.7%
Insurance	678,550	704,347	810,600	820,455	886,895	976,994	3.8%	16.5%	8.1%	10.2%
Utilities	1,490,645	1,697,398	1,778,667	1,805,726	1,893,570	1,928,305	13.9%	6.4%	4.9%	1.8%
Repairs and Maintenance	594,516	699,233	792,703	801,617	818,553	827,928	17.6%	14.6%	2.1%	1.1%
Miscellaneous	807,213	786,632	932,885	994,989	1,115,691	1,112,391	-2.5%	26.5%	12.1%	-0.3%
Claims & Judgements	288,047	261,316	300,000	450,000	382,000	382,000	-9.3%	72.2%	-15.1%	0.0%
Credit Card Fees	44,517	45,429	37,717	33,299	65,081	70,081	2.0%	-26.7%	95.4%	7.7%
Other	9,422	8,133	-	18,850	6,500	6,500	-13.7%	131.8%	-65.5%	0.0%
Total Services	8,937,755	10,014,590	10,414,904	11,455,629	11,386,723	11,482,948	12.0%	14.4%	-0.6%	0.8%
SCORE Jail	1,067,078	1,232,427	1,462,693	1,494,650	1,484,914	1,633,405	15.5%	21.3%	-0.7%	10.0%
Valley Communications	885,251	907,987	1,005,234	979,561	1,143,258	1,184,817	2.6%	7.9%	16.7%	3.6%
Animal Control	68,323	70,735	88,633	82,500	118,852	118,852	3.5%	16.6%	44.1%	0.0%
Other	207,695	192,342	226,110	218,005	256,773	254,050	-7.4%	13.3%	17.8%	-1.1%
Total Intergovernmental	2,228,346	2,403,491	2,782,670	2,774,716	3,003,797	3,191,124	7.9%	15.4%	8.3%	6.2%
Machinery and Equipment	407,400	196,589	854,606	446,000	234,000	88,000	-51.7%	126.9%	-47.5%	-62.4%
Total Capital	407,400	196,589	854,606	446,000	234,000	88,000	-51.7%	126.9%	-47.5%	-62.4%
Total Dept. Expenditures	48,714,222	51,999,714	54,257,284	55,525,113	57,351,879	58,578,484	6.7%	6.8%	3.3%	2.1%
Loan to Fund 104	1,900,000	-	-	-	-	-	0.0%	0.0%	0.0%	0.0%
Transfers - Debt Svc Funds	3,150,080	2,759,846	2,649,992	2,874,831	2,686,004	5,848,580	-12.4%	4.2%	-6.6%	117.7%
Transfers - Capital, Other	3,750,000	2,674,000	2,321,000	2,251,000	2,551,687	3,691,041	-28.7%	-15.8%	13.4%	44.7%
Transfer - Contingency	-	127,000	100,000	100,000	-	-	0.0%	-21.3%	0.0%	0.0%
Total Expenditures	\$ 57,514,302	\$ 57,560,560	\$ 59,328,276	\$ 60,750,944	\$ 62,589,570	\$ 68,118,105	0.1%	5.5%	3.0%	8.8%

2017 General Fund Expenditures by Type**2018 General Fund Expenditures by Type**

DEPARTMENT EXPENDITURES BY TYPE AND DIVISION

Legislative

City Council By Type	Actual		Projected 2016	Budget			Percentage Change	
	2014	2015		2016	2017	2018	2016/2017	2017/2018
Salaries	\$ 178,013	\$ 182,811	\$ 193,841	\$ 187,912	\$ 199,767	\$ 201,663	6.3%	0.9%
Benefits	73,933	79,967	82,331	84,883	88,980	91,385	4.8%	2.7%
Supplies	2,662	4,345	3,747	4,370	4,370	4,370	0.0%	0.0%
Professional Services	41,608	45,079	53,962	72,900	72,900	72,900	0.0%	0.0%
Total By Type	\$ 296,217	\$ 312,202	\$ 333,881	\$ 350,065	\$ 366,017	\$ 370,318	4.6%	1.2%

01 - City Council	Actual		Projected 2016	Budget			Percentage Change	
	2014	2015		2016	2017	2018	2016/2017	2017/2018
Salaries	\$ 178,013	\$ 182,811	\$ 193,841	\$ 187,912	\$ 199,767	\$ 201,663	6.3%	0.9%
Fica	13,949	14,348	14,941	14,709	15,680	15,833	6.6%	1.0%
Pers	7,388	8,679	10,320	9,696	11,386	11,614	17.4%	2.0%
Industrial Insurance	2,445	2,511	2,828	3,034	2,823	3,117	-7.0%	10.4%
Medical, Dental, Life, Optical	50,151	54,430	54,242	57,444	59,091	60,822	2.9%	2.9%
Office & Operating Supplies	2,662	4,345	3,747	4,370	4,370	4,370	0.0%	0.0%
Professional Services	-	6,959	3,465	16,500	16,500	16,500	0.0%	0.0%
Communication	5,133	3,857	4,473	6,000	6,000	6,000	0.0%	0.0%
Travel	26,980	27,761	33,717	40,000	40,000	40,000	0.0%	0.0%
Miscellaneous	9,495	6,502	12,307	10,400	10,400	10,400	0.0%	0.0%
Total City Council	\$ 296,217	\$ 312,202	\$ 333,881	\$ 350,065	\$ 366,017	\$ 370,318	4.6%	1.2%

Executive

03 - Mayor's Office By Type	Actual		Projected 2016	Budget			Percentage Change	
	2014	2015		2016	2017	2018	2016/2017	2017/2018
Salaries	\$ 1,348,321	\$ 1,446,595	\$ 1,447,110	\$ 1,471,599	\$ 1,567,816	\$ 1,597,992	8.3%	1.9%
Benefits	441,635	502,182	550,773	532,597	594,540	624,989	7.9%	5.1%
Supplies	59,538	80,625	70,382	71,052	71,044	71,044	0.9%	0.0%
Professional Services	1,878,092	2,166,284	2,409,902	2,672,040	2,476,135	2,495,811	2.7%	0.8%
Intergovernmental	26,240	26,380	37,560	37,000	37,000	37,000	-1.5%	0.0%
Ext Taxes & Operating Assmnts	0	2	0	-	-	-	-100.0%	0.0%
Capital	22,619	-	56,700	-	-	-	-100.0%	0.0%
Total By Type	\$ 3,776,446	\$ 4,222,066	\$ 4,572,427	\$ 4,784,288	\$ 4,746,535	\$ 4,826,835	3.8%	1.7%

03 - Mayor's Office By Type	Actual		Projected 2016	Budget			Percentage Change	
	2014	2015		2016	2017	2018	2016/2017	2017/2018
Salaries	\$ 1,348,321	\$ 1,446,595	\$ 1,447,110	\$ 1,471,599	\$ 1,567,816	\$ 1,597,992	8.3%	1.9%
Benefits	441,635	502,182	550,773	532,597	594,540	624,989	7.9%	5.1%
Supplies	59,538	80,625	70,382	71,052	71,044	71,044	0.9%	0.0%
Professional Services	1,878,092	2,166,284	2,409,902	2,672,040	2,476,135	2,495,811	2.7%	0.8%
Intergovernmental	26,240	26,380	37,560	37,000	37,000	37,000	-1.5%	0.0%
Ext Taxes & Operating Assmnts	0	2	0	-	-	-	-100.0%	0.0%
Capital	22,619	-	56,700	-	-	-	-100.0%	0.0%
Total By Type	\$ 3,776,446	\$ 4,222,066	\$ 4,572,427	\$ 4,784,288	\$ 4,746,535	\$ 4,826,835	3.8%	1.7%

Executive, Continued

Mayor's Office By Division/By Type	Actual		Projected 2016	Budget			Percentage Change	
	2014	2015		2016	2017	2018	2016/2017	2017/2018
Salaries	\$ 655,184	\$ 337,408	\$ 351,984	\$ 349,218	\$ 361,437	\$ 368,565	2.7%	2.0%
Benefits	191,360	113,821	145,514	121,880	142,546	150,143	-2.0%	5.3%
Supplies	27,528	27,646	15,805	17,200	17,200	17,200	8.8%	0.0%
Services	573,885	831,454	887,396	911,727	893,730	897,176	0.7%	0.4%
50 Intergovernmental	26,240	26,380	37,560	37,000	37,000	37,000	-1.5%	0.0%
Total Mayor'S Office	1,474,198	1,336,709	1,438,259	1,437,025	1,451,913	1,470,084	0.9%	1.3%
Salaries	168,208	170,964	173,149	174,323	175,139	178,621	1.1%	2.0%
Benefits	54,235	59,326	63,256	61,831	67,518	70,900	6.7%	5.0%
Supplies	1,103	831	1,111	1,688	1,688	1,688	52.0%	0.0%
Services	589,293	539,556	595,448	616,170	519,170	519,170	-12.8%	0.0%
Total Human Services	812,838	770,677	832,963	854,012	763,515	770,379	-8.3%	0.9%
Supplies	7,400	13,910	21,588	19,598	18,348	18,348	-15.0%	0.0%
Services	14,964	23,116	23,798	28,515	29,765	29,765	25.1%	0.0%
Total Boards, Commitees & Commissions	22,365	37,027	45,386	48,113	48,113	48,113	6.0%	0.0%
Salaries	354,714	360,324	364,883	367,692	406,475	413,905	11.4%	1.8%
Benefits	136,336	145,320	157,401	155,854	169,869	179,020	7.9%	5.4%
Supplies	9,207	10,549	12,006	10,308	12,308	12,308	2.5%	0.0%
Services	102,753	93,268	168,042	161,060	174,220	174,220	3.7%	0.0%
Capital	22,619	-	56,700	-	-	-	-100.0%	0.0%
Total City Clerk	625,629	609,461	759,032	694,914	762,872	779,453	0.5%	2.2%
Salaries	-	336,749	317,651	337,907	255,021	259,962	-19.7%	1.9%
Benefits	-	92,536	85,555	95,141	69,370	72,179	-18.9%	4.0%
Supplies	527	438	2,665	4,658	1,000	1,000	-62.5%	0.0%
Services	35,221	22,779	72,362	108,750	48,750	48,750	-32.6%	0.0%
Total Economic Development	35,749	452,501	478,233	546,456	374,141	381,891	-21.8%	2.1%
Salaries	166,955	238,793	238,142	242,459	364,745	371,939	53.2%	2.0%
Benefits	59,299	90,969	98,846	97,891	144,782	152,291	46.5%	5.2%
Supplies	9,579	21,725	13,378	14,500	14,500	14,500	8.4%	0.0%
Services	53,927	72,765	67,374	70,500	105,000	105,000	55.8%	0.0%
Total Communications	289,759	424,253	417,740	425,350	629,026	643,731	50.6%	2.3%
Benefits	405	210	201	-	455	455	126.7%	0.0%
Supplies	4,193	5,527	3,830	3,100	6,000	6,000	56.7%	0.0%
Services	508,049	583,345	595,482	775,318	705,500	721,730	18.5%	2.3%
Total City Attorney	515,908	591,440	600,814	778,418	716,955	733,185	19.3%	2.3%
Total Mayor's Office	\$ 3,776,446	\$ 4,222,066	\$ 4,572,427	\$ 4,784,288	\$ 4,746,535	\$ 4,826,835	3.8%	1.7%

Note: The City Attorney is now a division of the Mayor's Office and is shown as combined in the Mayor's Office department section.

Judicial

Court By Type	Actual		Projected 2016	Budget			Percentage Change	
	2014	2015		2016	2017	2018	2016/2017	2017/2018
Salaries	\$ 695,879	\$ 708,248	\$ 718,163	\$ 713,196	\$ 765,153	\$ 777,647	7.3%	1.6%
Benefits	252,640	269,361	294,887	283,777	336,746	353,456	18.7%	5.0%
Supplies	14,494	16,636	15,295	16,708	14,283	14,283	-14.5%	0.0%
Services	127,368	129,536	137,911	149,993	166,620	150,420	11.1%	-9.7%
Intergovernmental	1	2	5	5	5	5	0.0%	0.0%
Capital	-	70,275	-	-	25,000	-	0.0%	-100.0%
Total By Type	\$ 1,090,382	\$ 1,194,059	\$ 1,166,262	\$ 1,163,679	\$ 1,307,807	\$ 1,295,810	12.4%	-0.9%

09 -Court	Actual		Projected 2016	Budget			Percentage Change	
	2014	2015		2016	2017	2018	2016/2017	2017/2018
Salaries	\$ 681,804	\$ 696,865	\$ 707,277	\$ 703,680	\$ 756,312	\$ 768,806	7.5%	1.7%
Extra Labor	14,074	10,494	10,566	4,500	4,180	4,180	-7.1%	0.0%
Overtime	-	889	320	5,016	4,661	4,661	-7.1%	0.0%
Fica	51,598	52,452	53,610	52,297	57,112	58,056	9.2%	1.7%
Pers	64,159	72,792	82,002	75,494	90,616	92,112	20.0%	1.7%
Industrial Insurance	2,743	2,720	3,147	3,450	3,476	3,839	0.8%	10.4%
Medical, Dental, Life, Optical	134,140	141,397	154,199	152,536	185,542	199,448	21.6%	7.5%
Office & Operating Supplies	14,494	13,704	15,295	16,708	14,283	14,283	-14.5%	0.0%
Small Tools & Minor Equipment	-	2,932	-	-	-	-	0.0%	0.0%
Professional Services	95,728	90,196	108,191	111,500	105,000	107,200	-5.8%	2.1%
Communication	3,888	6,777	4,878	7,300	24,150	10,550	230.8%	-56.3%
Travel	6,591	6,737	4,238	6,215	10,000	7,500	60.9%	-25.0%
Operating Rentals & Leases	2,094	2,087	1,779	1,558	2,000	2,000	28.4%	0.0%
Repairs & Maintenance	294	294	821	3,300	2,300	2,300	-30.3%	0.0%
Miscellaneous	18,773	23,444	18,004	20,120	23,170	20,870	15.2%	-9.9%
Ext Taxes & Operating Assmnts	1	2	5	5	5	5	0.0%	0.0%
Machinery & Equipment	-	70,275	-	-	25,000	-	0.0%	-100.0%
Total Court	\$ 1,090,382	\$ 1,194,059	\$ 1,166,262	\$ 1,163,679	\$ 1,307,807	\$ 1,295,810	12.4%	-0.9%

Programs and Services

07 - Parks & Rec By Type	Actual		Projected 2016	Budget			Percentage Change	
	2014	2015		2016	2017	2018	2016/2017	2017/2018
Salaries	\$ 2,121,704	\$ 2,345,940	\$ 2,271,267	\$ 2,330,890	\$ 2,536,024	\$ 2,566,901	8.8%	1.2%
Benefits	730,198	863,286	907,415	890,963	995,870	1,044,419	11.8%	4.9%
Supplies	203,067	215,290	193,412	158,353	220,286	211,367	39.1%	-4.0%
Services	709,641	802,693	917,399	923,969	921,272	928,591	-0.3%	0.8%
Intergovernmental	24,001	-	-	-	-	-	0.0%	0.0%
Capital	-	10,779	-	30,000	130,000	30,000	333.3%	-76.9%
Total By Type	3,788,610	4,237,988	4,289,494	4,334,175	4,803,452	4,781,278	10.8%	-0.5%

07 - Parks & Rec By Type	Actual		Projected 2016	Budget			Percentage Change	
	2014	2015		2016	2017	2018	2016/2017	2017/2018
Salaries	1,751,864	1,881,618	1,804,329	1,944,454	1,979,065	2,018,646	1.8%	2.0%
Extra Labor	351,441	452,633	455,878	383,041	550,643	541,939	43.8%	-1.6%
Overtime	18,399	11,690	11,060	3,395	6,316	6,316	86.0%	0.0%
Fica	159,399	175,917	176,908	162,759	191,791	194,081	17.8%	1.2%
Pers	171,533	203,707	226,880	212,714	237,603	242,355	11.7%	2.0%
Industrial Insurance	65,451	92,022	82,146	69,965	108,631	113,374	55.3%	4.4%
Medical, Dental, Life, Optical	332,836	391,384	419,470	443,500	455,935	492,659	2.8%	8.1%
Unemployment Compensation	(9)	(568)	0	-	-	-	0.0%	0.0%
Uniform Clothing	988	824	2,011	2,025	1,910	1,950	-5.7%	2.1%
Office & Operating Supplies	164,180	180,538	178,644	142,425	179,786	173,367	26.2%	-3.6%
Resale Items	32,850	31,681	13,454	14,428	22,000	22,000	52.5%	0.0%
Small Tools & Minor Equipment	6,037	3,072	1,315	1,500	18,500	16,000	1133.3%	-13.5%
Professional Services	165,571	195,273	220,368	214,428	269,680	260,500	25.8%	-3.4%
Communication	12,044	8,186	14,935	12,680	12,150	12,150	-4.2%	0.0%
Travel	3,657	5,461	9,968	8,450	8,950	8,950	5.9%	0.0%
Advertising	14,415	17,547	25,872	27,000	22,500	22,500	-16.7%	0.0%
Operating Rentals & Leases	147,000	172,615	182,115	188,643	150,582	152,466	-20.2%	1.3%
Insurance	-	-	-	-	-	-	0.0%	0.0%
Public Utility Services	243,701	258,210	316,019	306,540	290,610	302,725	-5.2%	4.2%
Repairs & Maintenance	44,437	36,544	57,944	65,450	53,400	55,900	-18.4%	4.7%
Miscellaneous	78,816	108,857	90,178	100,778	113,400	113,400	12.5%	0.0%
Intergvnmntl Professional Svcs	-	-	-	-	-	-	0.0%	0.0%
Intergvnmntl Pass Through Grant	24,001	-	-	-	-	-	0.0%	0.0%
Ext Taxes & Operating Assmnts	-	-	-	-	-	-	0.0%	0.0%
Park Improvements	-	-	-	-	-	-	0.0%	0.0%
Machinery & Equipment	-	10,779	-	30,000	130,000	30,000	333.3%	-76.9%
Total By Type	\$ 3,788,610	\$ 4,237,988	\$ 4,289,494	\$ 4,334,175	\$ 4,803,452	\$ 4,781,278	10.8%	-0.5%

Programs and Services, Continued

Parks & Recreation By Division/By Type	Actual		Projected 2016	Budget			Percentage Change	
	2014	2015		2016	2017	2018	2016/2017	2017/2018
Salaries	\$ 240,618	\$ 219,560	201,483	\$ 246,523	\$ 253,658	\$ 258,622	2.89%	1.96%
Benefits	72,949	73,011	72,498	82,071	80,688	84,411	-1.69%	4.61%
Supplies	5,977	5,868	3,278	5,917	5,917	5,917	0.00%	0.00%
Services	34,824	15,375	9,820	13,050	11,250	11,250	-13.79%	0.00%
Capital	-	10,779	-	30,000	130,000	30,000	333.33%	-76.92%
Total Administration	354,367	324,592	287,080	377,561	481,513	390,200	27.53%	-18.96%
Salaries	1,193,681	999,224	1,001,925	878,290	263,828	258,996	-69.96%	-1.83%
Benefits	417,476	336,257	363,312	305,781	95,016	98,011	-68.93%	3.15%
Supplies	125,548	78,228	83,500	73,271	38,919	32,500	-46.88%	-16.49%
Services	217,225	176,158	169,291	170,186	64,580	55,400	-62.05%	-14.21%
Intergovernmental	24,001	-	-	-	-	-	0.00%	0.00%
Total Recreation	1,977,931	1,589,867	1,618,027	1,427,528	462,343	444,907	-67.61%	-3.77%
Salaries	-	-	-	-	58,145	58,890	0.00%	1.28%
Benefits	-	-	-	-	11,530	11,738	0.00%	1.81%
Supplies	-	-	-	-	8,600	8,600	0.00%	0.00%
Services	-	-	-	-	1,500	1,500	0.00%	0.00%
Total Preschool Program	-	-	-	-	79,775	80,729	0.00%	1.19%
Salaries	-	-	-	-	378,468	381,434	0.00%	0.78%
Benefits	-	-	-	-	125,215	130,177	0.00%	3.96%
Supplies	-	-	-	-	20,600	20,600	0.00%	0.00%
Services	-	-	-	-	40,500	40,500	0.00%	0.00%
Total Youth Programs	-	-	-	-	564,783	572,710	0.00%	1.40%
Salaries	-	-	-	-	130,316	131,646	0.00%	1.02%
Benefits	-	-	-	-	50,584	53,032	0.00%	4.84%
Supplies	-	-	-	-	7,650	7,650	0.00%	0.00%
Services	-	-	-	-	13,230	13,230	0.00%	0.00%
Total Teen Programs	-	-	-	-	201,780	205,557	0.00%	1.87%
Salaries	-	-	-	-	79,298	80,629	0.00%	1.68%
Benefits	-	-	-	-	34,480	36,346	0.00%	5.41%
Supplies	-	-	-	-	5,600	5,600	0.00%	0.00%
Services	-	-	-	-	29,600	29,600	0.00%	0.00%
Total Youth Wellness & Enrichment	-	-	-	-	148,978	152,176	0.00%	2.15%
Salaries	-	-	-	-	105,942	107,581	0.00%	1.55%
Benefits	-	-	-	-	46,603	49,116	0.00%	5.39%
Supplies	-	-	-	-	4,200	4,200	0.00%	0.00%
Services	-	-	-	-	58,300	58,300	0.00%	0.00%
Total Adult Wellness & Enrichment	-	-	-	-	215,045	219,197	0.00%	1.93%
Salaries	-	-	-	-	109,253	110,898	0.00%	1.51%
Benefits	-	-	-	-	44,034	46,288	0.00%	5.12%
Supplies	-	-	-	-	3,000	3,000	0.00%	0.00%
Services	-	-	-	-	20,000	20,000	0.00%	0.00%
Total Senior Adult Programs	-	-	-	-	176,286	180,186	0.00%	2.21%
Salaries	182,459	149,882	150,550	159,894	128,904	131,132	-19.38%	1.73%
Benefits	61,006	58,116	54,572	62,729	48,007	50,390	-23.47%	4.96%
Supplies	16,520	19,610	17,991	26,215	25,400	25,400	-3.11%	0.00%
Services	58,008	62,199	72,194	82,950	79,350	79,350	-4.34%	0.00%
Total Community Events & Volunteers	317,993	289,808	295,308	331,788	281,661	286,272	-15.11%	1.64%
Salaries	-	-	-	-	238,088	242,841	0.00%	2.00%
Benefits	-	-	-	-	113,362	119,734	0.00%	5.62%
Supplies	-	-	-	-	6,800	6,800	0.00%	0.00%
Services	-	-	-	-	102,310	102,980	0.00%	0.65%
Total Planning & Business Operations	-	-	-	-	460,560	472,355	0.00%	2.56%
Salaries	-	361,765	387,788	405,243	189,578	192,119	-53.22%	1.34%
Benefits	-	151,330	168,313	167,314	70,464	73,846	-57.89%	4.80%
Supplies	-	60,492	25,572	14,482	32,300	32,300	123.04%	0.00%
Services	-	92,673	114,947	128,008	19,625	19,625	-84.67%	0.00%
Total Rental Operations	-	666,260	696,619	715,047	311,967	317,890	-56.37%	1.90%
Salaries	504,947	615,509	529,521	640,940	600,545	612,113	-6.30%	1.93%
Benefits	178,767	244,572	248,720	273,068	275,889	291,330	1.03%	5.60%
Supplies	55,021	51,093	63,072	38,468	61,300	58,800	59.35%	-4.08%
Services	399,584	456,288	551,147	529,775	481,027	496,856	-9.20%	3.29%
Capital	-	-	-	-	-	-	0.00%	0.00%
Total Parks Maintenance	1,138,319	1,367,462	1,392,460	1,482,251	1,418,761	1,459,099	-4.28%	2.84%
Total Parks And Recreation	\$ 3,788,610	\$ 4,237,988	\$ 4,289,494	\$ 4,334,175	\$ 4,803,452	\$ 4,781,278	10.83%	-0.46%

Programs and Services, Continued

08 - DCD By Type	Actual		Projected 2016	Budget			Percentage Change	
	2014	2015		2016	2017	2018	2016/2017	2017/2018
Salaries	\$ 1,892,797	\$ 1,865,184	\$ 1,985,959	\$ 2,122,366	\$ 2,245,225	\$ 2,247,103	5.8%	0.1%
Benefits	611,532	631,445	752,830	744,799	909,469	949,758	22.1%	4.4%
Supplies	40,750	46,212	34,169	31,100	37,680	35,680	21.2%	-5.3%
Services	248,793	542,652	459,737	633,165	492,962	437,616	-22.1%	-11.2%
Intergovernmental	15,259	11,265	10,045	15,000	8,000	1,000	-46.7%	-87.5%
Total By Type	2,809,132	3,096,757	3,242,741	3,546,430	3,693,335	3,671,158	4.1%	-0.6%

08 - DDC By Type	Actual		Projected 2016	Budget			Percentage Change	
	2014	2015		2016	2017	2018	2016/2017	2017/2018
Salaries	1,836,735	1,760,889	1,916,611	1,978,687	2,183,057	2,199,435	10.33%	0.75%
Extra Labor	49,900	98,192	61,406	137,728	51,074	36,574	-62.92%	-28.39%
Overtime	6,163	6,103	7,943	5,951	11,094	11,094	86.42%	0.00%
Fica	141,926	139,893	145,779	144,390	171,664	172,849	18.89%	0.69%
Pers	168,127	184,837	226,965	206,902	263,445	265,439	27.33%	0.76%
Industrial Insurance	14,594	13,543	18,289	19,990	23,960	25,900	19.86%	8.10%
Medical, Dental, Life, Optical	286,735	292,722	359,155	370,542	447,424	482,596	20.75%	7.86%
Unemployment Compensation	-	351	-	-	-	-	0.00%	0.00%
Uniform Clothing	150	99	2,642	2,975	2,975	2,975	0.00%	0.00%
Office & Operating Supplies	40,422	45,774	33,850	30,780	37,180	35,180	20.79%	-5.38%
Small Tools & Minor Equipment	328	439	320	320	500	500	56.25%	0.00%
Professional Services	90,761	389,705	246,872	385,206	253,400	203,900	-34.22%	-19.53%
Communication	2,827	4,056	6,407	5,000	6,500	6,500	30.00%	0.00%
Travel	7,917	5,887	12,822	13,800	13,800	13,800	0.00%	0.00%
Advertising	363	411	3,500	3,500	-	-	-100.00%	0.00%
Operating Rentals & Leases	24,651	19,604	18,336	24,482	12,800	12,954	-47.72%	1.20%
Insurance	-	-	-	-	-	-	0.00%	0.00%
Public Utility Services	91	911	586	-	2,500	2,500	0.00%	0.00%
Repairs & Maintenance	45,091	52,190	49,666	44,050	51,185	53,185	16.20%	3.91%
Miscellaneous	77,092	69,887	121,548	157,127	152,777	144,777	-2.77%	-5.24%
Intergovernmental Professional Svcs	15,256	11,264	10,044	15,000	8,000	1,000	-46.67%	-87.50%
Ext Taxes & Operating Assmnts	3	1	1	-	-	-	0.00%	0.00%
Total By Type	\$ 2,809,132	\$ 3,096,757	\$ 3,242,741	\$ 3,546,430	\$ 3,693,335	\$ 3,671,158	4.14%	-0.60%

Programs and Services, Continued

DCD By Division/By Type	Actual		Projected 2016	Budget			Percentage Change	
	2014	2015		2016	2017	2018	2016/2017	2017/2018
Salaries	\$ 219,298	\$ 224,200	\$ 229,238	\$ 229,431	\$ 231,584	\$ 236,194	0.9%	2.0%
Benefits	76,659	86,558	88,146	85,194	92,423	97,336	8.5%	5.3%
Supplies	14,308	19,359	7,413	11,400	9,680	9,680	-15.1%	0.0%
Services	11,978	20,019	9,332	9,800	30,300	37,300	209.2%	23.1%
Intergovernmental	3	1	1	-	-	-	0.0%	0.0%
Total Administration	322,247	350,136	334,130	335,825	363,987	380,509	8.4%	4.5%
Salaries	727,711	827,167	739,034	746,340	862,008	863,802	15.5%	0.2%
Benefits	216,688	244,210	273,542	275,425	298,825	312,846	8.5%	4.7%
Supplies	3,772	4,551	6,781	9,000	8,000	8,000	-11.1%	0.0%
Services	53,586	145,466	54,167	121,022	101,135	101,135	-16.4%	0.0%
Total Planning	1,001,757	1,221,395	1,073,525	1,151,787	1,269,969	1,285,782	10.3%	1.2%
Salaries	229,531	234,545	284,986	239,535	310,407	316,448	29.6%	1.9%
Benefits	80,480	83,771	106,592	92,456	144,847	153,039	56.7%	5.7%
Supplies	7,639	329	6,345	500	500	500	0.0%	0.0%
Services	29,598	40,879	34,419	102,083	63,276	63,347	-38.0%	0.1%
Total Code Enforcement	347,247	359,524	432,342	434,574	519,031	533,334	19.4%	2.8%
Salaries	260,015	243,475	160,140	266,568	207,126	211,231	-22.3%	2.0%
Benefits	90,511	100,726	67,268	103,942	102,229	108,023	-1.6%	5.7%
Supplies	2,676	2,357	3,489	3,000	3,000	3,000	0.0%	0.0%
Services	87,725	96,386	75,791	77,200	87,200	89,200	13.0%	2.3%
Total Permit Coordination	440,928	442,945	306,687	450,710	399,554	411,454	-11.3%	3.0%
Salaries	416,129	296,611	439,599	481,764	517,554	527,835	7.4%	2.0%
Benefits	138,988	108,017	200,317	183,463	228,921	241,154	24.8%	5.3%
Supplies	3,023	8,036	5,174	500	3,500	3,500	600.0%	0.0%
Services	39,177	208,786	176,035	206,376	99,051	99,134	-52.0%	0.1%
Total Building Division	597,318	621,449	821,124	872,103	849,025	871,623	-2.6%	2.7%
Salaries	10,067	9,693	18,261	-	-	-	0.0%	0.0%
Benefits	2,970	2,742	2,433	-	-	-	0.0%	0.0%
Supplies	9,332	11,579	3,932	4,200	9,000	9,000	114.3%	0.0%
Services	25,363	24,511	32,591	36,184	37,000	37,000	2.3%	0.0%
Total Recycling Program	47,732	48,526	57,218	40,384	46,000	46,000	13.9%	0.0%
Salaries	30,047	29,493	114,701	158,728	116,546	91,594	-26.6%	-21.4%
Benefits	5,235	5,421	14,532	4,319	42,223	37,361	877.6%	-11.5%
Supplies	-	-	1,034	2,500	4,000	2,000	60.0%	-50.0%
Services	1,365	6,605	77,402	80,500	75,000	10,500	-6.8%	-86.0%
Intergovernmental	15,256	11,264	10,044	15,000	8,000	1,000	-46.7%	-87.5%
Total TDM Program	51,903	52,783	217,714	261,047	245,769	142,455	-5.9%	-42.0%
Total DCD	\$ 2,809,132	\$ 3,096,757	\$ 3,242,741	\$ 3,546,430	\$ 3,693,335	\$ 3,671,158	4.1%	-0.6%

Programs and Services, Continued

10 - Police By Type	Actual		Projected 2016	Budget			Percentage Change	
	2014	2015		2016	2017	2018	2016/2017	2017/2018
Salaries	\$ 8,921,597	\$ 9,479,683	\$ 9,363,009	\$ 9,531,781	\$ 10,058,084	\$ 10,236,230	5.5%	1.8%
Benefits	2,789,069	3,232,598	3,399,774	3,367,859	3,570,585	3,767,693	6.0%	5.5%
Supplies	230,460	181,514	215,684	182,200	196,450	199,850	7.8%	1.7%
Services	1,767,802	1,807,891	1,895,714	2,043,315	1,715,949	1,714,174	-16.0%	-0.1%
Intergovernmental	2,020,652	2,211,149	2,556,560	2,556,711	2,747,024	2,937,074	7.4%	6.9%
Capital	23,063	-	790,620	406,000	-	58,000	-100.0%	0.0%
Total By Type	15,752,642	16,912,835	18,221,359	18,087,866	18,288,091	18,913,021	1.1%	3.4%

10 - Police	Actual		Projected 2016	Budget			Percentage Change	
	2014	2015		2016	2017	2018	2016/2017	2017/2018
Salaries	7,808,510	8,473,572	8,168,184	8,398,832	9,003,291	9,181,437	7.2%	2.0%
Extra Labor	5,548	-	1,000	1,000	-	-	-100.0%	0.0%
Overtime	1,107,539	1,006,111	966,224	904,949	853,730	853,730	-5.7%	0.0%
Holiday Pay	-	-	227,600	227,000	201,063	201,063	-11.4%	0.0%
Fica	666,724	707,583	708,051	708,627	750,312	763,704	5.9%	1.8%
Leoff 2	402,328	452,387	448,090	442,838	468,152	476,445	5.7%	1.8%
Pers	107,842	113,944	135,933	136,110	146,051	148,889	7.3%	1.9%
Industrial Insurance	168,284	198,661	248,225	253,555	272,279	297,751	7.4%	9.4%
Medical, Dental, Life, Optical	1,412,920	1,759,880	1,850,041	1,812,669	1,933,791	2,080,904	6.7%	7.6%
Unemployment Compensation	30,971	143	9,434	-	-	-	0.0%	0.0%
Uniform Clothing	-	-	-	14,060	-	-	-100.0%	0.0%
Office & Operating Supplies	230,460	173,923	200,326	166,600	180,850	184,250	8.6%	1.9%
Small Tools & Minor Equipment	-	7,592	15,358	15,600	15,600	15,600	0.0%	0.0%
Professional Services	124,593	61,181	45,563	78,375	70,000	70,000	-10.7%	0.0%
Communication	82,932	89,997	84,210	90,071	121,000	121,000	34.3%	0.0%
Travel	49,805	39,493	44,080	32,380	41,880	41,880	29.3%	0.0%
Advertising	1,806	-	1,500	1,500	1,500	1,500	0.0%	0.0%
Operating Rentals & Leases	937,734	1,120,521	1,161,499	1,252,137	896,843	872,046	-28.4%	-2.8%
Insurance	260,042	240,000	240,000	240,000	230,223	253,245	-4.1%	10.0%
Public Utility Services	2,619	2,832	1,097	-	-	-	0.0%	0.0%
Repairs & Maintenance	215,642	177,439	249,783	269,341	274,862	274,862	2.0%	0.0%
Miscellaneous	92,630	76,427	67,981	79,511	79,641	79,641	0.2%	0.0%
Intergovernmental	2,020,652	2,211,149	2,556,560	2,556,711	2,747,024	2,937,074	7.4%	6.9%
Ext Taxes & Operating Assmnts	-	-	-	-	-	-	0.0%	0.0%
Capital	23,063	-	790,620	406,000	-	58,000	-100.0%	0.0%
Total By Type	\$ 15,752,642	\$ 16,912,835	\$ 18,221,359	\$ 18,087,866	\$ 18,288,091	\$ 18,913,021	1.1%	3.4%

Programs and Services, Continued

Police By Division/By Type	Actual		Projected	Budget			Percentage Change	
	2014	2015	2016	2016	2017	2018	2016/2017	2017/2018
Salaries	\$ 885,752	\$ 910,768	\$ 873,913	\$ 967,737	\$ 932,912	\$ 951,512	-3.6%	2.0%
Benefits	245,886	255,827	273,615	296,377	291,003	308,095	-1.8%	5.9%
Supplies	32,064	23,938	24,973	24,000	24,000	24,000	0.0%	0.0%
Services	569,601	432,155	482,060	529,751	650,819	664,185	22.9%	2.1%
Intergovernmental	19,483	10,084	15,900	15,900	15,900	15,900	0.0%	0.0%
60 Capital	23,063	-	790,620	406,000	-	58,000	-100.0%	0.0%
Total Administration	1,775,848	1,632,772	2,461,080	2,239,765	1,914,634	2,021,692	-14.5%	5.6%
Salaries	4,211,589	4,120,706	4,167,518	4,023,978	4,365,489	4,436,585	8.5%	1.6%
Benefits	1,378,079	1,539,583	1,532,237	1,518,305	1,559,850	1,642,362	2.7%	5.3%
Supplies	70,616	53,219	66,296	60,300	60,050	60,050	-0.4%	0.0%
Services	751,497	806,307	767,631	813,825	585,341	587,517	-28.1%	0.4%
Intergovernmental	1,135,401	1,303,162	1,551,326	1,577,150	1,603,766	1,752,257	1.7%	9.3%
Total Patrol	7,547,182	7,822,977	8,085,008	7,993,558	8,174,496	8,478,771	2.3%	3.7%
Salaries	707,792	687,366	732,931	784,632	750,622	764,770	-4.3%	1.9%
Benefits	246,137	246,678	311,099	308,947	300,585	316,083	-2.7%	5.2%
Supplies	28,413	26,215	38,901	34,900	44,400	44,400	27.2%	0.0%
Services	37,838	30,607	30,601	26,047	25,000	25,000	-4.0%	0.0%
Total Special Services	1,020,180	990,866	1,113,532	1,154,526	1,120,607	1,150,253	-2.9%	2.6%
Salaries	1,207,243	1,479,958	1,351,586	1,268,645	1,446,979	1,473,372	14.1%	1.8%
Benefits	370,194	463,734	475,918	413,367	501,087	529,636	21.2%	5.7%
Supplies	15,855	13,764	7,781	7,000	12,000	12,000	71.4%	0.0%
Services	156,925	236,643	201,258	196,918	133,802	133,822	-32.1%	0.0%
Total Investigations	1,750,217	2,194,099	2,036,543	1,885,930	2,093,869	2,148,830	11.0%	2.6%
Salaries	405,981	547,451	439,942	564,143	449,829	457,656	-20.3%	1.7%
Benefits	127,098	175,620	156,284	182,819	161,894	171,338	-11.4%	5.8%
Supplies	602	693	2,272	2,000	2,000	2,000	0.0%	0.0%
Services	86,258	88,932	137,481	141,890	97,522	98,679	-31.3%	1.2%
Intergovernmental	-	-	-	-	-	-	0.0%	0.0%
Total Tukwila Anti-Crime	619,938	812,696	735,979	890,852	711,244	729,673	-20.2%	2.6%
Salaries	1,114,418	1,193,026	1,179,165	1,417,142	1,478,060	1,506,715	4.3%	1.9%
Benefits	318,339	390,185	476,214	496,839	551,999	584,725	11.1%	5.9%
Supplies	13,211	17,699	13,277	8,300	8,300	8,300	0.0%	0.0%
Services	60,565	87,855	175,208	209,084	111,794	96,328	-46.5%	-13.8%
Total Professional Standards	1,506,533	1,688,764	1,843,865	2,131,365	2,150,153	2,196,068	0.9%	2.1%
Salaries	125,047	136,921	119,858	107,075	115,689	117,693	8.0%	1.7%
Benefits	31,084	32,152	34,099	29,953	38,293	40,460	27.8%	5.7%
Supplies	63,390	41,575	55,100	41,100	41,100	44,500	0.0%	8.3%
Services	77,721	93,306	79,200	94,671	92,021	88,621	-2.8%	-3.7%
Total Training	297,242	303,954	288,257	272,799	287,102	291,274	5.2%	1.5%
Salaries	263,775	403,488	498,095	398,429	518,504	527,928	30.1%	1.8%
Benefits	72,253	128,819	140,308	121,252	165,874	174,994	36.8%	5.5%
Supplies	6,308	4,412	7,083	4,600	4,600	4,600	0.0%	0.0%
Services	27,398	32,085	22,275	31,129	19,650	20,022	-36.9%	1.9%
Intergovernmental	865,768	897,903	989,334	963,661	1,127,358	1,168,917	17.0%	3.7%
Total Traffic	1,235,502	1,466,707	1,657,095	1,519,071	1,835,986	1,896,461	20.9%	3.3%
Total Police	\$ 15,752,642	\$ 16,912,835	\$ 18,221,359	\$ 18,087,866	\$ 18,288,091	\$ 18,913,021	1.1%	3.4%

Programs and Services, Continued

11 - Fire By Type	Actual		Projected 2016	Budget			Percentage Change	
	2014	2015		2016	2017	2018	2016/2017	2017/2018
Salaries	\$ 7,660,926	\$ 7,748,715	\$ 7,634,134	\$ 7,904,857	\$ 7,863,913	\$ 7,999,418	-0.5%	1.7%
Benefits	1,974,118	2,348,639	2,444,824	2,419,629	2,370,291	2,519,186	-2.0%	6.3%
Supplies	308,678	456,186	270,321	229,745	271,745	271,745	18.3%	0.0%
Services	990,296	941,981	938,425	952,268	1,144,852	1,186,202	20.2%	3.6%
Intergovernmental	142,145	154,651	178,494	166,000	211,768	216,045	27.6%	2.0%
Capital	285,213	74,288	-	-	-	-	0.0%	0.0%
Total By Type	11,361,376	11,724,461	11,466,197	11,672,499	11,862,569	12,192,595	1.6%	2.8%

11 - Fire By Type	Actual		Projected 2016	Budget			Percentage Change	
	2014	2015		2016	2017	2018	2016/2017	2017/2018
Salaries	6,578,294	6,852,883	6,892,693	6,869,713	6,888,745	7,024,250	0.3%	2.0%
Extra Labor	192	12,342	8,416	-	-	-	0.0%	0.0%
Overtime	867,500	670,086	442,739	744,858	650,648	650,648	-12.6%	0.0%
Holiday Pay	214,940	213,405	290,286	290,286	324,520	324,520	11.8%	0.0%
Fica	117,511	121,146	122,032	121,563	125,290	127,361	3.1%	1.7%
Leoff 2	369,808	372,243	373,697	370,008	377,176	383,668	1.9%	1.7%
Pers	32,085	37,558	46,091	45,893	44,621	45,514	-2.8%	2.0%
Industrial Insurance	197,331	259,036	282,806	272,942	368,656	404,144	35.1%	9.6%
Medical, Dental, Life, Optical	1,257,329	1,556,944	1,620,198	1,609,223	1,454,547	1,558,499	-9.6%	7.1%
Unemployment Compensation	54	-	-	-	-	-	0.0%	0.0%
Uniform Clothing	-	1,712	-	-	-	-	0.0%	0.0%
Office & Operating Supplies	215,383	288,857	242,136	191,477	234,477	234,477	22.5%	0.0%
Small Tools & Minor Equipment	93,295	167,329	28,185	38,268	37,268	37,268	-2.6%	0.0%
Professional Services	50,166	61,034	59,291	56,000	81,000	81,000	44.6%	0.0%
Communication	33,276	50,899	34,686	32,170	32,170	32,170	0.0%	0.0%
Travel	7,537	12,963	8,202	7,000	7,000	7,000	0.0%	0.0%
Operating Rentals & Leases	582,554	537,041	535,109	534,943	587,241	602,262	9.8%	2.6%
Insurance	97,516	90,000	90,000	90,000	173,286	190,615	92.5%	10.0%
Public Utility Services	74,844	76,494	74,138	73,360	73,360	73,360	0.0%	0.0%
Repairs & Maintenance	39,036	46,807	55,816	43,921	41,921	41,921	-4.6%	0.0%
Miscellaneous	105,367	66,744	81,182	114,874	148,874	157,874	29.6%	6.0%
Intergovernmental	142,145	154,651	178,494	166,000	211,768	216,045	27.6%	2.0%
Capital	285,213	74,288	-	-	-	-	0.0%	0.0%
Total By Type	\$ 11,361,376	\$ 11,724,461	\$ 11,466,197	\$ 11,672,499	\$ 11,862,569	\$ 12,192,595	1.6%	2.8%

Programs and Services, Continued

Fire By Division/By Type	Actual		Projected 2016	Budget			Percentage Change	
	2014	2015		2016	2017	2018	2016/2017	2017/2018
Salaries	\$ 296,194	\$ 429,349	\$ 445,558	\$ 406,858	\$ 442,657	\$ 451,501	8.8%	2.0%
Benefits	90,200	118,938	123,219	125,259	131,671	139,866	5.1%	6.2%
Supplies	7,402	8,892	8,140	8,877	10,877	10,877	22.5%	0.0%
Services	169,251	164,573	164,233	171,216	282,607	300,598	65.1%	6.4%
60 Capital	-	74,288	0	-	-	-	0.0%	0.0%
Total Administration	563,047	796,040	741,150	712,210	867,812	902,842	21.8%	4.0%
Salaries	6,247,295	6,224,621	6,086,577	6,448,554	6,319,992	6,427,205	-2.0%	1.7%
Benefits	1,635,397	1,965,554	2,049,265	2,032,005	1,942,259	2,064,776	-4.4%	6.3%
Supplies	127,125	212,328	156,414	101,100	141,100	141,100	39.6%	0.0%
Services	479,793	490,389	518,841	517,648	540,751	552,001	4.5%	2.1%
Total Suppression	8,774,824	8,892,891	8,811,097	9,099,307	8,944,103	9,185,082	-1.7%	2.7%
Salaries	611,502	609,344	603,425	575,412	619,548	629,927	7.7%	1.7%
Benefits	129,935	141,863	148,292	144,320	164,177	173,866	13.8%	5.9%
Supplies	15,369	15,887	15,498	9,000	12,000	12,000	33.3%	0.0%
Services	68,056	48,043	30,776	33,618	37,315	38,087	11.0%	2.1%
Total Prevention	824,862	815,137	797,990	762,350	833,040	853,880	9.3%	2.5%
Salaries	294,042	250,506	235,745	252,476	253,493	258,187	0.4%	1.9%
Benefits	63,905	61,280	59,085	56,051	66,737	71,345	19.1%	6.9%
Supplies	4,856	4,023	5,461	8,500	8,500	8,500	0.0%	0.0%
Services	84,395	60,593	59,303	80,376	119,318	128,654	48.4%	7.8%
Total Training	447,198	376,402	359,593	397,403	448,048	466,685	12.7%	4.2%
Supplies	11,761	18,592	23,677	28,500	28,500	28,500	0.0%	0.0%
Services	77,943	79,850	78,853	82,360	82,360	82,360	0.0%	0.0%
Total Facilities	89,704	98,442	102,531	110,860	110,860	110,860	0.0%	0.0%
Supplies	7,248	6,953	11,746	15,000	8,000	8,000	-46.7%	0.0%
Services	56,110	23,821	63,903	46,351	45,133	45,581	-2.6%	1.0%
Total Special Operations	63,357	30,774	75,649	61,351	53,133	53,581	-13.4%	0.8%
Salaries	211,893	234,895	262,830	221,557	228,222	232,598	3.0%	1.9%
Benefits	54,680	61,004	64,963	61,994	65,447	69,333	5.6%	5.9%
Supplies	106,159	160,479	20,715	32,268	36,268	36,268	12.4%	0.0%
Services	27,199	64,978	14,280	12,533	21,368	22,171	70.5%	3.8%
Total Emergency Preparedness	399,932	521,356	362,788	328,352	351,305	360,370	7.0%	2.6%
Supplies	28,758	29,032	28,669	26,500	26,500	26,500	0.0%	0.0%
Services	27,550	9,735	8,237	8,166	16,000	16,750	95.9%	4.7%
Intergovernmental	142,145	154,651	178,494	166,000	211,768	216,045	27.6%	2.0%
Total Rescue & Emergency Aid	198,453	193,418	215,399	200,666	254,268	259,295	26.7%	2.0%
Total Fire	\$ 11,361,376	\$ 11,724,461	\$ 11,466,197	\$ 11,672,499	\$ 11,862,569	\$ 12,192,595	1.6%	2.8%

Programs and Services, Continued

13 - Public Works By Type	Actual		Projected 2016	Budget			Percentage Change	
	2014	2015		2016	2017	2018	2016/2017	2017/2018
Salaries	\$ 2,628,979	\$ 2,579,318	\$ 2,777,311	\$ 2,932,732	\$ 2,779,896	\$ 2,834,174	-5.2%	2.0%
Benefits	924,089	964,920	1,120,054	1,184,487	1,182,013	1,246,042	-0.2%	5.4%
Supplies	310,985	337,389	410,283	437,431	425,700	425,700	-2.7%	0.0%
Services	1,936,403	2,359,608	2,247,220	2,425,378	2,488,624	2,519,778	2.6%	1.3%
Intergovernmental	48	44	6	-	-	-	0.0%	0.0%
Capital	8,498	6,829	-	-	36,000	-	0.0%	-100.0%
Total By Type	5,809,002	6,248,108	6,554,875	6,980,028	6,912,232	7,025,693	-1.0%	1.6%

13 - Public Works By Type	Actual		Projected 2016	Budget			Percentage Change	
	2014	2015		2016	2017	2018	2016/2017	2017/2018
Salaries	2,585,362	2,516,972	2,724,311	2,870,979	2,713,896	2,768,174	-5.5%	2.0%
Extra Labor	28,390	27,683	39,908	45,723	45,000	45,000	-1.6%	0.0%
Overtime	15,227	34,663	13,093	16,030	21,000	21,000	31.0%	0.0%
Fica	195,948	193,290	235,320	212,957	206,696	210,729	-2.9%	2.0%
Pers	235,633	261,542	304,027	308,918	325,847	332,364	5.5%	2.0%
Industrial Insurance	44,176	48,294	53,727	66,107	68,170	75,161	3.1%	10.3%
Medical, Dental, Life, Optical	443,652	452,051	513,374	590,330	575,725	622,213	-2.5%	8.1%
Unemployment Compensation	1,617	6,745	10,805	-	-	-	0.0%	0.0%
Uniform Clothing	3,064	2,999	2,801	6,175	5,575	5,575	-9.7%	0.0%
Office & Operating Supplies	271,860	324,216	384,197	418,750	408,250	408,250	-2.5%	0.0%
Small Tools & Minor Equipment	39,126	13,172	26,087	18,681	17,450	17,450	-6.6%	0.0%
Professional Services	40,818	60,206	32,971	125,400	34,900	34,900	-72.2%	0.0%
Communication	9,243	10,315	8,604	10,150	13,450	13,450	32.5%	0.0%
Travel	1,318	2,746	607	3,883	4,700	4,700	21.0%	0.0%
Advertising	-	438	463	1,500	1,500	1,500	0.0%	0.0%
Operating Rentals & Leases	503,468	594,415	440,201	571,629	460,779	466,737	-19.4%	1.3%
Insurance	38,416	35,455	142,260	35,455	131,560	134,036	271.1%	1.9%
Public Utility Services	1,169,391	1,358,951	1,386,827	1,425,826	1,527,100	1,549,720	7.1%	1.5%
Repairs & Maintenance	165,463	280,345	221,434	230,300	279,400	279,500	21.3%	0.0%
Miscellaneous	8,286	16,739	13,853	21,235	35,235	35,235	65.9%	0.0%
Intergovernmental Professional Svcs	-	-	-	-	-	-	0.0%	0.0%
Ext Taxes & Operating Assmnts	48	44	6	-	-	-	0.0%	0.0%
Capital	8,498	6,829	-	-	36,000	-	0.0%	-100.0%
Total By Type	\$ 5,809,002	\$ 6,248,108	\$ 6,554,875	\$ 6,980,028	\$ 6,912,232	\$ 7,025,693	-1.0%	1.6%

Programs and Services, Continued

Public Works By Division/By Type	Actual		Projected 2016	Budget			Percentage Change	
	2014	2015		2016	2017	2018	2016/2017	2017/2018
Salaries	\$ 405,002	\$ 414,776	\$ 417,283	\$ 438,480	\$ 316,783	\$ 323,119	-27.8%	2.0%
Benefits	116,424	117,877	131,696	138,049	98,488	102,925	-28.7%	4.5%
Supplies	10,815	8,118	8,000	8,000	9,000	9,000	12.5%	0.0%
Services	13,860	15,532	9,931	12,370	27,428	27,543	121.7%	0.4%
Total Administration	546,101	556,303	566,910	596,899	451,699	462,586	-24.3%	2.4%
Salaries	245,880	252,012	254,783	252,720	259,225	264,410	2.6%	2.0%
Benefits	92,445	99,501	107,015	105,664	114,067	120,300	8.0%	5.5%
Supplies	2,367	3,067	5,000	5,000	5,000	5,000	0.0%	0.0%
Services	11,464	10,830	10,081	17,023	15,408	15,494	-9.5%	0.6%
Total Maintenance Administration	352,156	365,410	376,879	380,407	393,700	405,204	3.5%	2.9%
Salaries	265,052	353,667	402,722	415,944	419,575	427,967	0.9%	2.0%
Benefits	82,765	116,589	121,867	149,198	161,720	169,962	8.4%	5.1%
Supplies	38,214	5,808	8,000	8,000	8,000	8,000	0.0%	0.0%
Services	58,830	61,626	49,163	142,000	54,181	54,448	-61.8%	0.5%
Capital	-	-	-	-	7,500	-	0.0%	-100.0%
Total Engineering	444,861	537,691	581,752	715,142	650,977	660,377	-9.0%	1.4%
Salaries	329,741	333,822	330,047	336,106	343,218	349,902	2.1%	1.9%
Benefits	116,799	126,080	133,446	134,293	143,693	151,296	7.0%	5.3%
Total Development Services	446,540	459,902	463,493	470,399	486,910	501,198	3.5%	2.9%
Salaries	509,797	513,482	551,311	591,977	583,860	595,517	-1.4%	2.0%
Benefits	195,499	210,837	252,105	268,617	270,142	285,320	0.6%	5.6%
Supplies	73,692	65,411	80,192	83,900	93,200	93,200	11.1%	0.0%
Services	626,255	712,220	724,530	709,925	872,151	872,647	22.9%	0.1%
Intergovernmental	-	0	-	-	-	-	0.0%	0.0%
Total Facility Maintenance	1,405,244	1,501,951	1,608,138	1,654,419	1,819,353	1,846,684	10.0%	1.5%
Salaries	873,506	711,558	821,166	897,505	857,234	873,259	-4.5%	1.9%
Benefits	320,157	294,036	373,925	388,666	393,902	416,239	1.3%	5.7%
Supplies	185,898	254,984	309,091	332,531	310,500	310,500	-6.6%	0.0%
Services	1,225,993	1,559,401	1,453,515	1,544,060	1,519,456	1,549,646	-1.6%	2.0%
Intergovernmental	48	44	6	-	-	-	0.0%	0.0%
Capital	8,498	6,829	-	-	28,500	-	0.0%	-100.0%
Total Street Maintenance	2,614,100	2,826,851	2,957,703	3,162,762	3,109,593	3,149,644	-1.7%	1.3%
Total Public Works	\$ 5,809,002	\$ 6,248,108	\$ 6,554,875	\$ 6,980,028	\$ 6,912,232	\$ 7,025,693	-1.0%	1.6%

Support Services

Human Resources By Type	Actual		Projected 2016	Budget			Percentage Change	
	2014	2015		2016	2017	2018	2016/2017	2017/2018
Salaries	\$ 390,560	\$ 404,342	\$ 416,599	\$ 416,808	\$ 411,299	\$ 419,405	-1.3%	2.0%
Benefits	126,115	134,672	146,271	144,016	156,659	164,728	7.1%	5.2%
Supplies	8,960	8,219	7,358	7,517	14,817	11,017	101.4%	-25.6%
Professional Services	125,108	72,110	129,774	105,988	123,433	132,933	-4.9%	7.7%
Total By Type	\$ 650,743	\$ 619,343	\$ 700,001	\$ 674,329	\$ 706,208	\$ 728,083	0.9%	3.1%

04 -Human Resources	Actual		Projected 2016	Budget			Percentage Change	
	2014	2015		2016	2017	2018	2016/2017	2017/2018
Salaries	\$ 389,636	\$ 404,342	\$ 410,599	\$ 410,808	\$ 405,299	\$ 413,405	-1.3%	2.0%
Extra Labor	924	-	6,000	6,000	6,000	6,000	0.0%	0.0%
Fica	27,720	28,354	28,587	28,792	28,947	29,517	1.3%	2.0%
Pers	35,732	41,090	47,129	44,203	48,653	49,626	3.2%	2.0%
Industrial Insurance	1,150	1,133	1,357	1,517	1,417	1,564	4.4%	10.4%
Medical, Dental, Life, Optical	61,514	64,094	69,198	69,504	77,642	84,022	12.2%	8.2%
Office & Operating Supplies	8,960	8,219	7,358	7,517	14,817	11,017	101.4%	-25.6%
Professional Services	109,391	47,466	111,625	86,075	90,575	98,575	-18.9%	8.8%
Communication	-	7	-	-	50	50	0.0%	0.0%
Travel	1,266	2,542	1,074	1,500	3,000	3,000	179.4%	0.0%
Advertising	2,153	3,025	5,599	2,000	6,250	6,250	11.6%	0.0%
Operating Rentals & Leases	5,012	3,662	3,749	6,108	5,108	5,108	36.2%	0.0%
Repairs & Maintenance	2,642	12,062	2,790	5,105	14,000	15,500	401.8%	10.7%
Miscellaneous	4,644	3,346	4,936	5,200	4,450	4,450	-9.8%	0.0%
Total Human Resources	\$ 650,743	\$ 619,343	\$ 700,001	\$ 674,329	\$ 706,208	\$ 728,083	0.9%	3.1%

Support Services, Continued

Finance By Type	Actual		Projected 2016	Budget			Percentage Change	
	2014	2015		2016	2017	2018	2016/2017	2017/2018
Salaries	\$ 1,017,109	\$ 995,579	\$ 987,212	\$ 1,099,242	\$ 1,122,774	\$ 1,143,844	2.1%	1.9%
Benefits	354,834	356,221	414,399	422,994	448,187	470,778	6.0%	5.0%
Supplies	13,274	17,647	22,344	19,296	24,000	24,000	24.4%	0.0%
Services	759,744	815,967	946,383	1,198,468	1,043,851	1,094,399	-12.9%	4.8%
Intergovernmental	1	1	-	-	-	-	0.0%	0.0%
Total By Type	\$ 2,144,962	\$ 2,185,415	\$ 2,370,338	\$ 2,740,000	\$ 2,638,812	\$ 2,733,020	-3.7%	3.6%

05 -Finance	Actual		Projected 2016	Budget			Percentage Change	
	2014	2015		2016	2017	2018	2016/2017	2017/2018
Salaries	\$ 1,005,305	\$ 988,923	\$ 981,228	\$ 1,059,242	\$ 1,053,485	\$ 1,074,555	-0.5%	2.0%
Extra Labor	7,924	5,181	5,605	30,000	60,000	60,000	100.0%	0.0%
Overtime	3,879	1,475	380	10,000	9,289	9,289	-7.1%	0.0%
Fica	75,243	73,595	74,700	78,053	79,621	81,183	2.0%	2.0%
Pers	91,948	100,114	120,149	113,975	127,773	130,302	12.1%	2.0%
Industrial Insurance	3,439	3,350	4,004	4,549	4,235	4,676	-6.9%	10.4%
Medical,Dental,Life,Optical	184,205	179,162	202,546	213,417	223,559	241,616	4.8%	8.1%
Unemployment Compensation	-	-	13,000	13,000	13,000	13,000	0.0%	0.0%
Office & Operating Supplies	13,274	17,381	18,296	19,296	19,000	19,000	-1.5%	0.0%
Small Tools & Minor Equipment	-	265	4,048	-	5,000	5,000	0.0%	0.0%
Professional Services	96,294	126,741	166,597	155,000	170,000	170,000	9.7%	0.0%
Communication	254	288	727	1,000	1,000	1,000	0.0%	0.0%
Travel	2,231	2,662	5,466	5,000	10,000	10,000	100.0%	0.0%
Operating Rentals & Leases	3,410	3,283	2,944	2,700	3,500	3,500	29.6%	0.0%
Insurance	282,576	338,892	338,340	455,000	351,826	399,099	-22.7%	13.4%
Repairs & Maintenance	54,540	57,278	59,781	62,500	65,625	68,900	5.0%	5.0%
Miscellaneous	320,439	286,823	372,528	517,268	441,900	441,900	-14.6%	0.0%
Ext Taxes & Operating Assmnts	1	1	-	-	-	-	0.0%	0.0%
Total Finance	\$ 2,144,962	\$ 2,185,415	\$ 2,370,338	\$ 2,740,000	\$ 2,638,812	\$ 2,733,020	-3.7%	3.6%

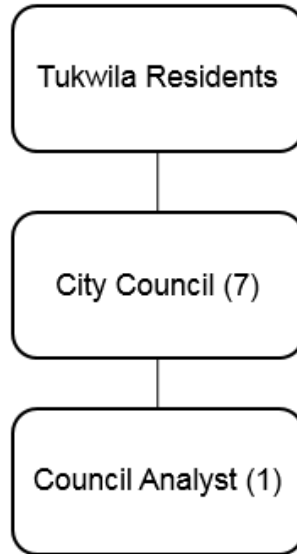
Non-Departmental Expenses	Actual		Projected 2016	Budget			Percentage Change	
	2014	2015		2016	2017	2018	2016/2017	2017/2018
Transfer Out-Fund 103	\$ 100,000	\$ 474,000	\$ 200,000	\$ 200,000	\$ -	\$ -	-100.0%	0.0%
Transfer Out-Fund 104	4,750,000	1,700,000	1,551,000	1,551,000	1,800,000	3,000,000	16.1%	66.7%
Transfer Out-Fund 105	-	127,000	100,000	100,000	-	-	-100.0%	0.0%
Proposed Debt	-	537,000	653,494	878,333	691,150	2,940,000	-21.3%	325.4%
Transfer Out-Fund 208	-	-	-	-	-	246,000	0.0%	0.0%
Transfer Out-Fund 209	-	-	-	-	-	672,000	0.0%	0.0%
Transfer Out-Fund 210	488,250	-	-	-	-	-	0.0%	0.0%
Transfer Out-Fund 211	812,000	811,300	811,100	811,100	809,900	809,100	-0.1%	-0.1%
Transfer Out-Fund 212	440,300	-	-	-	-	-	0.0%	0.0%
Transfer Out-Fund 214	518,400	523,791	523,593	523,593	519,524	519,100	-0.8%	-0.1%
Transfer Out-Fund 216	230,000	228,800	-	-	-	-	0.0%	0.0%
Transfer Out-Fund 217	548,000	545,825	548,675	548,675	552,300	549,250	0.7%	-0.6%
Transfers Out-Fund 218	113,130	113,130	113,130	113,130	113,130	113,130	0.0%	0.0%
Transfers-Out Fund 301	-	-	70,000	-	184,000	122,000	0.0%	-33.7%
Transfer Out-Fund 303	200,000	200,000	200,000	200,000	200,000	200,000	0.0%	0.0%
Transfer Out-Fund 411	600,000	300,000	300,000	300,000	300,000	300,000	0.0%	0.0%
Transfer Out-Fund 611	-	-	-	-	67,687	69,041	0.0%	2.0%
Non-Departmental Expenses	\$ 8,800,080	\$ 5,560,846	\$ 5,070,992	\$ 5,225,831	\$ 5,237,691	\$ 9,539,621	0.2%	82.1%

Support Services, Continued

Technology Services By Type	Actual		Projected 2016	Budget			Percentage Change	
	2014	2015		2016	2017	2018	2016/2017	2017/2018
Salaries	\$ 558,000	\$ 568,318	\$ 710,278	\$ 537,172	\$ 871,792	\$ 889,178	62.3%	2.0%
Benefits	208,283	214,753	248,809	228,171	365,637	385,103	60.2%	5.3%
Supplies	47,523	98,005	94,857	138,266	6,266	16,266	-95.5%	159.6%
Services	352,899	330,790	278,478	278,145	740,125	750,125	166.1%	1.4%
Capital	68,006	34,417	7,286	10,000	43,000	-	330.0%	-100.0%
Total By Type	\$ 1,234,710	\$ 1,246,282	\$ 1,339,708	\$ 1,191,754	\$ 2,026,820	\$ 2,040,672	70.1%	0.7%

12 -Technology Services	Actual		Projected 2016	Budget			Percentage Change	
	2014	2015		2016	2017	2018	2016/2017	2017/2018
Salaries	\$ 527,969	\$ 530,282	\$ 685,468	\$ 534,672	\$ 869,292	\$ 886,678	62.6%	2.0%
Extra Labor	11,600	14,570	2,244	2,500	2,500	2,500	0.0%	0.0%
Overtime	18,431	23,466	22,565	-	-	-	0.0%	0.0%
Fica	40,897	40,854	48,869	38,729	63,632	64,905	64.3%	2.0%
Leoff 2	-	-	3,488	-	-	-	0.0%	0.0%
Pers	51,071	57,780	61,606	57,531	104,269	106,354	81.2%	2.0%
Industrial Insurance	1,862	2,878	3,203	2,275	3,176	3,505	39.6%	10.4%
Medical, Dental, Life, Optical	114,454	113,241	131,643	129,636	194,560	210,339	50.1%	8.1%
Office & Operating Supplies	4,534	7,632	6,272	6,266	6,266	16,266	0.0%	159.6%
Small Tools & Minor Equipment	42,989	90,372	88,585	132,000	-	-	-100.0%	0.0%
Professional Services	82,044	32,450	3,712	1,000	304,686	314,686	30368.6%	3.3%
Communication	114,699	113,091	98,028	107,700	120,900	120,900	12.3%	0.0%
Travel	925	342	1,501	1,500	11,500	11,500	666.7%	0.0%
Operating Rentals & Leases	3,715	3,629	8,959	6,445	153,839	153,839	2287.0%	0.0%
Repairs & Maintenance	15,077	28,051	57,941	56,500	2,000	2,000	-96.5%	0.0%
Miscellaneous	136,439	153,226	108,337	105,000	147,200	147,200	40.2%	0.0%
Machinery & Equipment	68,006	34,417	7,286	10,000	43,000	-	330.0%	-100.0%
Technology Services	\$ 1,234,710	\$ 1,246,282	\$ 1,339,708	\$ 1,191,754	\$ 2,026,820	\$ 2,040,672	70.1%	0.7%

City Council



DEPARTMENT: City Council (01)**FUND:** General**FUND NUMBER:** 000**RESPONSIBLE MANAGER:** Council President**Description:**

The City Council is the legislative branch of the City and represents residents and businesses while establishing policy. Policy direction is given through passage of legislation, adoption of the biennial City budget, approval of comprehensive plans and capital improvement programs, and other responsibilities as set forth by state law. Councilmembers also represent the City in regional intergovernmental affairs as well as through regular communications with state and federal legislators.

2015-2016 Accomplishments

- ◆ Adopted Housing, Tukwila International Boulevard District, Residential Neighborhoods elements of the Comprehensive Plan.
- ◆ Partnered with Tukwila School District via joint meetings with School Board, participated in planning for District bond ballot measures.
- ◆ Monthly Council Chats held in multiple areas of the City; Town Hall meeting held in June 2015.

2017-2018 Outcome Goals

- ◆ Set policies and support programs that are in alignment with the City's mission, vision and strategic goals. **Strategic Goal 4.**
- ◆ Optimize the committee process to monitor and discuss the implementation of strategic goals, budget priorities, and work plan items. **Strategic Goal 4.**
- ◆ Foster robust civic engagement via participation at community gatherings and City outreach events. **Strategic Goal 5.**
- ◆ Seek opportunities for engaging diverse cultures within Tukwila. **Strategic Goal 5.**
- ◆ Work cooperatively with partners to address shared issues and concerns. **Strategic Goals 1 & 2.**
- ◆ Continue to document Council processes and methods via formally adopted policies and educational resources. **Strategic Goal 4.**

2017-2018 Indicators of Success

- ◆ City legislation, policies, and budget are adopted as appropriate and reflective of strategic goals.
- ◆ Council Chat meetings are held on a monthly basis and include locations in multiple neighborhoods.
- ◆ All Councilmembers regularly participate in community and City sponsored events.
- ◆ Joint meetings with the Tukwila School District are held on a regular basis.

Budget Change Discussion:

Salaries & Benefits. COLA and step increases were applied to salaries, and benefits were adjusted to account for changes in healthcare and retirement.

Expenditure Summary

<i>City Council</i>								
Expenditures By Type	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% Chg	% Chg
Salaries & Wages	\$ 178,013	\$ 182,811	\$ 193,841	\$ 187,912	\$ 199,767	\$ 201,663	6.31%	0.95%
Personnel Benefits	73,933	79,967	82,331	84,883	88,980	91,385	4.83%	2.70%
Supplies	2,662	4,345	3,747	4,370	4,370	4,370	0.00%	0.00%
Services	41,608	45,079	53,962	72,900	72,900	72,900	0.00%	0.00%
Department Total	\$ 296,217	\$ 312,202	\$ 333,881	\$ 350,065	\$ 366,017	\$ 370,318	4.56%	1.18%

Expenditure Detail - Salaries and Benefits

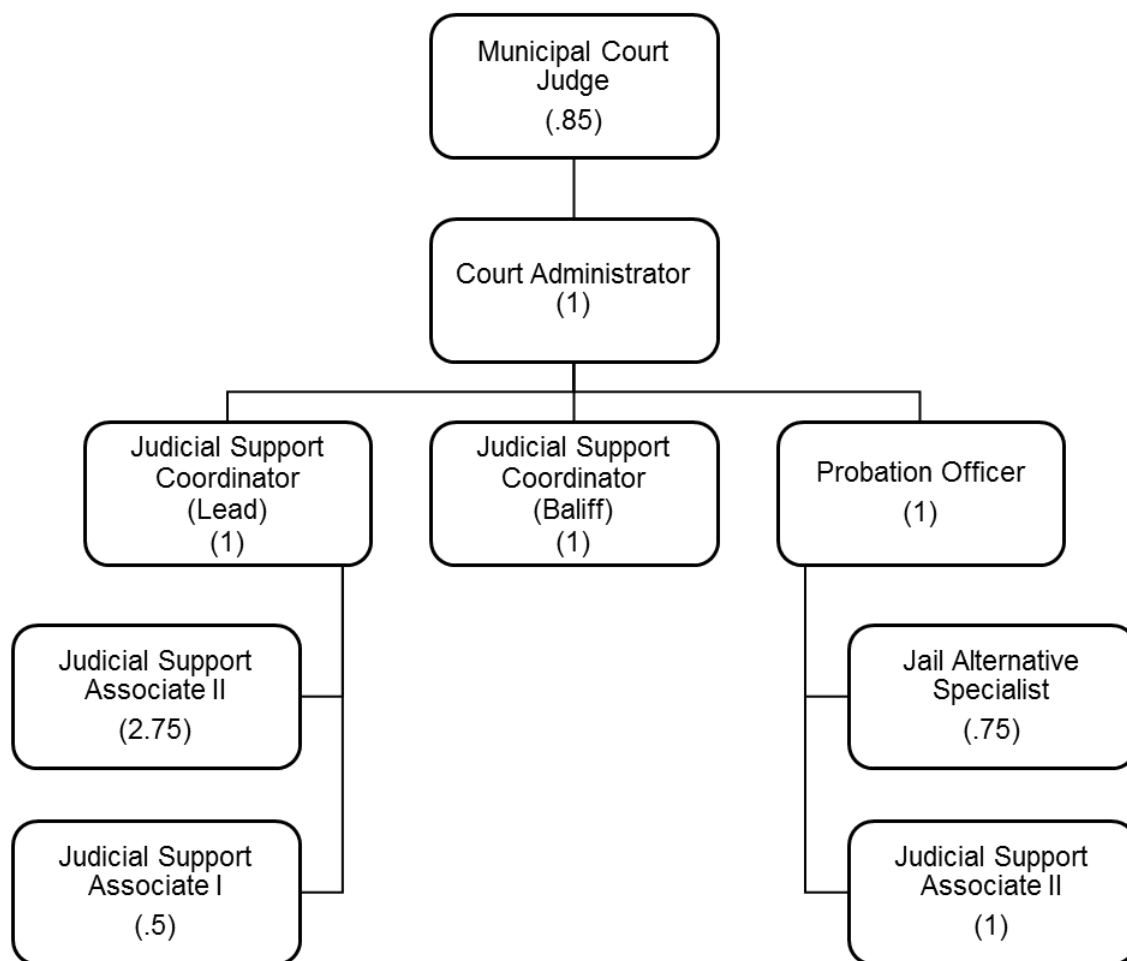
Salaries are based on actual costs for existing positions and include a cost of living adjustment.

<i>City Council</i>							
Position Description	2016	2017	2017 Budgeted		2018	2018 Budgeted	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
Councilmembers	7	7	\$ 105,000	\$ 48,824	7	\$ 105,000	\$ 49,081
Council Analyst	1	1	94,767	40,156	1	96,663	42,304
Department Total	8	8	\$ 199,767	\$ 88,980	8	\$ 201,663	\$ 91,385

Expenditure Detail – Supplies, Services and Other

Supplies include office and other miscellaneous supplies. Professional services include retreat facilitator fees, travel expenses, memberships and dues among other items.

City Council						
Account Number	Actual		Projected	Budget		
	2014	2015		2016	2017	2018
000.01.511.600.31.00 Supplies - Office	\$ 2,662	\$ 3,519	\$ 2,824	\$ 3,370	\$ 3,370	\$ 3,370
000.01.511.600.31.43 Supplies - Meeting meals	-	826	423	500	500	500
000.01.511.600.31.44 Supplies - Training materials	-	-	500	500	500	500
Total Supplies	2,662	4,345	3,747	4,370	4,370	4,370
000.01.511.600.41.00 Prof Svcs - Facilitator fees	-	6,959	3,465	16,500	16,500	16,500
000.01.511.600.42.00 Communication - Technology costs	5,133	3,857	4,473	6,000	6,000	6,000
000.01.511.600.43.00 Travel - Travel expenses for trng, mtgs, retreat: NLC, AWC, SCA, Chamber	26,980	27,761	33,717	40,000	40,000	40,000
000.01.511.600.49.44 Misc - Training registration	-	6,422	9,907	8,000	8,000	8,000
000.01.511.600.49.00 Misc - Memberships	9,495	80	2,400	2,400	2,400	2,400
Total Services	41,608	45,079	53,962	72,900	72,900	72,900
Total Supplies, Services and Other	\$ 44,271	\$ 49,424	\$ 57,709	\$ 77,270	\$ 77,270	\$ 77,270

Court

DEPARTMENT: Court (09)**FUND:** General**RESPONSIBLE MANAGER:** Kimberly Walden**FUND NUMBER:** 000**POSITION:** Judge**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.

2015-2016 Accomplishments

- ♦ Participated and supported state court efforts to develop a statewide case management system. **Strategic Goal 4.**
- ♦ Implementation of OCourt for case setting and court forms, as well as Laserfische for electronic court files. This implementation creates opportunities to reduce court expenditures and improve services. **Strategic Goal 4.**
- ♦ Rewrote the curriculum for the Washington State Probation Academy. **Strategic Goal 4.**
- ♦ Improved and expanded Probation Services: Provided Probation and Jail Alternative Services to SeaTac Municipal Court; Retooled and expanded Jail Alternative Program. **Strategic Goal 2.**
- ♦ Continue to participate in county-wide trial court coordination efforts. **Strategic Goal 2.**
- ♦ Expanded community connections by hosting 3 Junior Achievement sessions as part of Our Courts For Kids program (C4K), school collaboration efforts, and mock trials. **Strategic Goal 2.**

2017-2018 Outcome Goals

- ♦ Continued participation and support of state court efforts to develop a statewide case management system. **Strategic Goal 4.**
- ♦ Continued collaboration with Renton and SeaTac Municipal Courts to expand use of technology for the improvement of court services in an effort to decrease court expenditures: Improve Calendar Setting; Online forms (including multiple languages); Scanning; Self-scheduling for traffic hearings. **Strategic Goal 4.**
- ♦ Work with the CLJ in King County to create a countywide relicensing program. **Strategic Goal 4.**
- ♦ Continue to provide input to the Executive Branch in preparation for compliance with Supreme Court Indigent Defense Standards for Criminal Offender Cases: Post Filing Diversion Programs; Improved notification to Public Defenders for assigned cases. **Strategic Goal 5.**
- ♦ Continue to improve and expand Probation Services: Provide Probation and Jail Alternative; Services to SeaTac Court; Retool and expand Jail Alternative Program. **Strategic Goal 2.**
- ♦ Continue to focus on Court's Succession Plan to include participation in State and Local training opportunities. **Strategic Goal 2.**
- ♦ Continue to participate in county-wide trial court coordination efforts. **Strategic Goal 2.**
- ♦ Increase joint meetings with Police Department, Prosecutor and Public Defender to enhance communication, and improve court services. **Strategic Goal 2.**
- ♦ Expand community connections to include Courts For Kids (C4K), school collaboration efforts, mock trials, and Faith Based Summit on Domestic Violence. **Strategic Goal 2.**

2017-2018 Indicators of Success

- ◆ Full implementation of OCourt and electronic document storage (Laserfische) resulting in more efficient case flow management.
- ◆ Streamlined and uniformed processes and forms which assists in creating consistency with neighboring courts, which results in increased compliance with court orders.
- ◆ Enhanced collaboration between court, public defender, prosecutor and police for continued improved efficiencies between all parties.
- ◆ Improved court participation in citywide community outreach efforts.

<i>Court - Performance Measures</i>					
	2014 Actual	2015 Actual	2016 Estimated	2017 Projection	2018 Projection
Charges filed	4,110	5,000	6,000	7,000	7,325
Criminal hearings held	13,330	13,000	14,000	14,500	16,000
Traffic hearings held	2,400	3,150	4,400	5,500	6,000
City revenues collected	321,950	235,000	300,000	350,000	400,000

Budget Change Discussion:

Salaries & Benefits. COLA increases were applied to salaries, and benefits were adjusted to account for changes in healthcare and retirement. Additionally, a .75 Admin Support Technician was added to the 2017-2018 budget due to increased workload in the Court. It is expected that revenue from the higher number of traffic tickets being written will offset the costs of the additional staffing costs.

Supplies. Supplies were adjusted down to remove the one-time cost associated with a new e-filing system implemented in 2016.

Services. Several changes were made to this category. Interpreters line was reduced \$13,000 to reflect actual usage. Court security line was increased due to contractual obligations. \$13,600 was added to Communications specific to 2017. This is a one-time cost to pay for a phone system upgrade. Other line items had minor changes.

Capital. A capital budget of \$25,000 for each year was added for Ocourt upgrades. This increase is specific to 2017 and was removed for the 2018 budget.

Expenditure Summary

<i>Court</i>								
Expenditures By Type	Actual		Projected 2016	Budget			2016-17 %Chg	2017-18 %Chg
	2014	2015		2016	2017	2018		
Salaries & Wages	\$ 695,879	\$ 708,248	\$ 718,163	\$ 713,196	\$ 765,153	\$ 777,647	7.29%	1.63%
Personnel Benefits	252,640	269,361	294,887	283,777	336,746	353,456	18.67%	4.96%
Supplies	14,494	16,636	15,295	16,708	14,283	14,283	-14.51%	0.00%
Services	127,368	129,536	137,911	149,993	166,620	150,420	11.09%	-9.72%
Intergovt. Svcs & Taxes	1	2	5	5	5	5	0.00%	0.00%
Capital Outlays	-	70,275	-	-	25,000	-	0.00%	0.00%
Department Total	\$ 1,090,382	\$ 1,194,059	\$ 1,166,262	\$ 1,163,679	\$ 1,307,807	\$ 1,295,810	12.39%	-0.92%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contractual agreements.

<i>Court - Administration</i>							
Position Description	2016 FTE	2017 FTE	2017 Budgeted Salaries Benefits		2018 FTE	2018 Budgeted Salaries Benefits	
Municipal Court Judge	0.64	0.64	\$ 98,712	\$ 28,425	0.64	\$ 98,712	\$ 28,449
Court Administrator	0.75	0.75	90,260	33,538	0.75	92,065	35,209
Admin Support Coordinator	1	1	67,983	25,855	1	69,342	27,133
Bailiff Court	1	1	66,609	33,894	1	67,942	35,832
Admin Support Technician	2	2.75	153,334	87,920	2.75	156,401	93,180
Admin Support Assistant	0.50	0.50	27,155	5,729	0.50	27,698	5,869
Extra Labor			1,858	142		1,858	142
Overtime			3,731	285		3,731	285
Total Administration	5.89	6.64	\$ 509,642	\$ 215,789	6.64	\$ 517,749	\$ 226,099

<i>Court - Probation</i>							
Position Description	2016 FTE	2017 FTE	2017 Budgeted Salaries Benefits		2018 FTE	2018 Budgeted Salaries Benefits	
Municipal Court Judge	0.21	0.21	\$ 32,904	\$ 9,475	0.21	\$ 32,904	\$ 9,483
Court Administrator	0.25	0.25	29,788	11,182	0.25	30,384	11,728
Probation Officer	1	1	93,263	42,315	1	95,128	44,631
Admin Support Technician	1	1	49,493	33,736	1	50,483	35,872
Admin Support Specialist	0.75	0.75	46,811	24,001	0.75	47,747	25,394
Extra Labor			2,322	178		2,322	178
Overtime			930	70		930	70
Total Probation	3.21	3.21	\$ 255,511	\$ 120,957	3.21	\$ 259,898	\$ 127,356
Department total	9.1	9.85	\$ 765,153	\$ 336,746	9.85	\$ 777,647	\$ 353,456

Expenditure Detail – Supplies, Services and Other

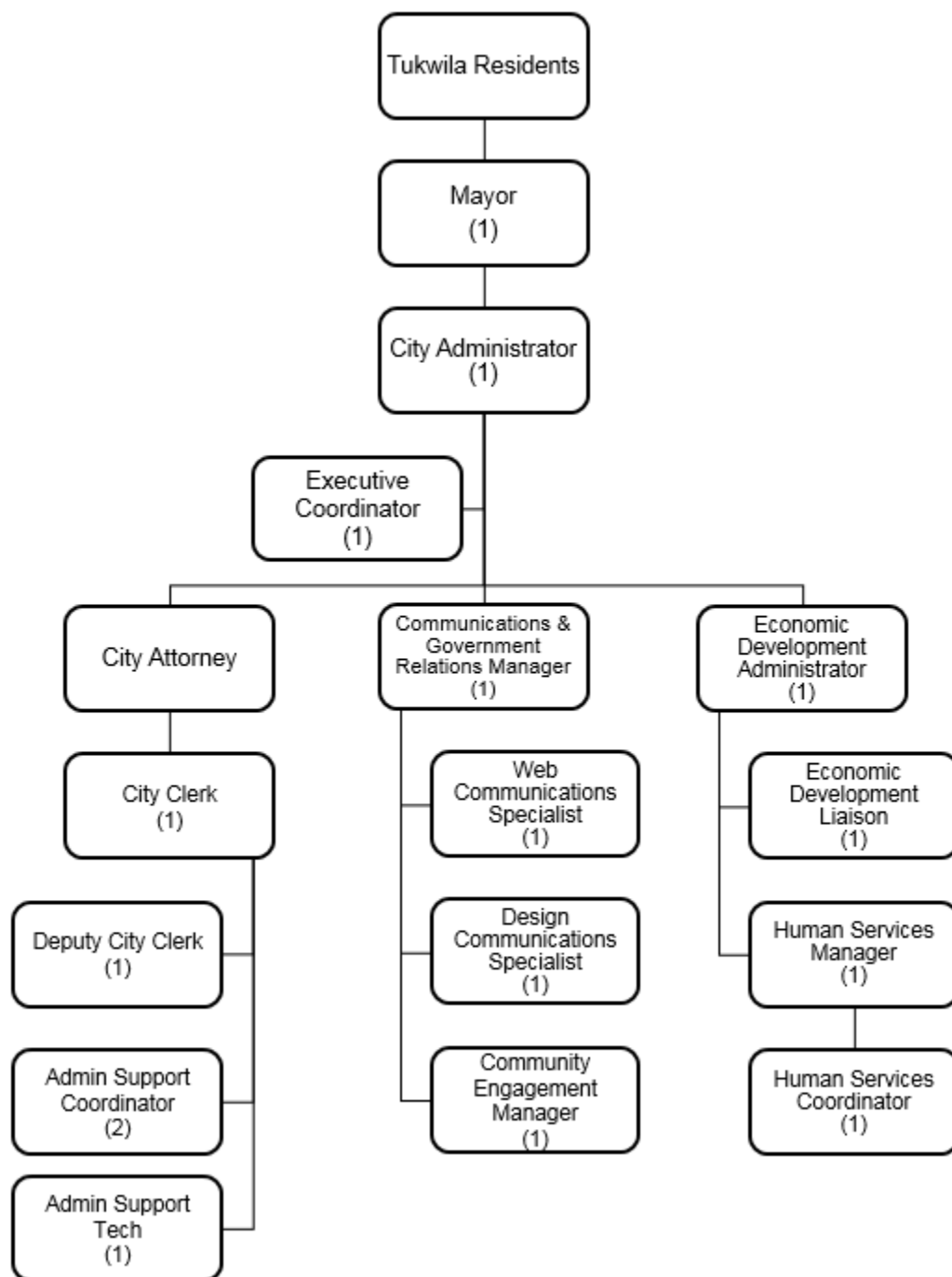
Supplies include miscellaneous office supplies. Services include pro tem judges, pro tem judge review, interpreters, court security, travel, memberships, training, and juror fees, among others.

Court - Administration						
Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
000.09.512.500.31.00 Supplies - Office	\$ 11,652	\$ 10,100	\$ 11,068	\$ 13,078	\$ 10,528	\$ 10,528
000.09.512.500.35.00 Supplies - Small Tools & Minor Equipment	-	2,932	-	-	-	-
000.09.523.300.31.00 Supplies -Office and Operating	2,842	3,605	4,227	3,630	3,755	3,755
Total Supplies	14,494	16,636	15,295	16,708	14,283	14,283
000.09.512.500.41.01 Prof Svcs - Pro Tem Judges	11,580	10,800	11,307	12,000	12,000	12,000
000.09.512.500.41.03 Prof Svcs - Interpreters	39,668	36,881	47,134	52,000	39,000	39,000
000.09.512.500.42.00 Communication - Postage, delivery service, shipping, and KC I-Net Charges	2,585	5,446	3,193	5,300	18,900	8,300
000.09.512.500.43.00 Travel - Meals, parking, training-St Court Conf, Regional Trng, Team Trng/Retreat	4,136	3,126	3,057	3,500	6,000	3,500
000.09.512.500.45.00 Rental - Operating rentals and leases	2,094	2,087	1,779	1,558	2,000	2,000
000.09.512.500.48.00 R&M - Annual maintenance costs of JIS System printer, in-court Fax, Misc. equip.	294	294	521	3,000	2,000	2,000
000.09.512.500.49.00 Misc - Annual memberships, DMCJA, DMCMA, NACM, New employee/Bailiff trng, regional trng, Registration - annual training through DMCMA, DMCJA, Line Staff Conf.	8,821	12,669	4,351	8,320	10,620	8,320
000.09.512.500.49.01 Misc - Printing	6,262	3,760	7,869	6,000	2,000	2,000
000.09.512.500.49.04 Misc - Witness & Juror fees	933	2,522	2,389	2,000	6,000	6,000
000.09.512.500.49.08 Misc - credit card fees	1,465	2,110	1,970	1,500	2,200	2,200
000.09.523.300.41.00 Prof Svcs - NW Recovery Centers	5,655	996	3,163	5,000	5,000	5,000
000.09.523.300.41.01 Prof Svcs - Pro Tem Judges - Review Calendar, Probation Cases	-	-	1,000	1,000	1,000	1,000
000.09.523.300.41.03 Prof Svcs - Interpreters for probation appts, Public Defender screening, Jail Alt. Prog.	-	-	480	1,000	1,000	1,000
000.09.523.300.41.04 Prof Svcs - Court Security	38,826	41,519	45,107	40,500	47,000	49,200
000.09.523.300.42.00 Communication - Postage, fax, and on-line usage	1,303	1,331	1,685	2,000	5,250	2,250
000.09.523.300.43.00 Travel - Meals, parking, training for Probation Dept.	2,455	3,612	1,181	2,715	4,000	4,000
000.09.523.300.48.00 R&M - Annual maintenance costs for equipment in Probation Office	-	-	300	300	300	300
000.09.523.300.49.00 Misc - Registration for conferences and regional training	52	300	200	250	300	300
000.09.523.300.49.01 Misc - Annual memberships	365	365	190	550	550	550
000.09.523.300.49.02 Misc - Training	875	1,717	1,036	1,500	1,500	1,500
Total Services	127,368	129,536	137,911	149,993	166,620	150,420
Intergovernmental						
000.09.512.500.53.00 Taxes & Assmnts - Excise tax	1	2	5	5	5	5
Total Intergovernmental	1	2	5	5	5	5
Other						
000.09.594.120.64.00 Capital - Machinery and Equipment	-	70,275	-	-	25,000	-
Total Other	-	70,275	-	-	25,000	-
Total Supplies, Services and Other	\$ 141,863	\$ 216,449	\$ 153,212	\$ 166,706	\$ 205,908	\$ 164,708

Court - Probation						
Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
000.09.523.300.31.00 <i>Supplies</i> -Office and Operating	\$ 2,842	\$ 3,605	\$ 4,227	\$ 3,630	\$ 3,755	\$ 3,755
Total Supplies	2,842	3,605	4,227	3,630	3,755	3,755
000.09.523.300.41.00 <i>Prof Svcs</i> - NW Recovery Centers	5,655	996	3,163	5,000	5,000	5,000
000.09.523.300.41.01 <i>Prof Svcs</i> - Pro Tem Judges - Review Calendar Probation Cases	-	-	1,000	1,000	1,000	1,000
000.09.523.300.41.03 <i>Prof Svcs</i> - Interpreters for probation appts, Public Defender screening, Jail Alt. Prog.	-	-	480	1,000	1,000	1,000
000.09.523.300.41.04 <i>Prof Svcs</i> - Court Security	38,826	41,519	45,107	40,500	47,000	49,200
000.09.523.300.42.00 <i>Communication</i> - Postage, fax, and on- line usage	1,303	1,331	1,685	2,000	5,250	2,250
000.09.523.300.43.00 <i>Travel</i> - Meals, parking, training for Probation Dept.	2,455	3,612	1,181	2,715	4,000	4,000
000.09.523.300.48.00 <i>R&M</i> - Annual maintenance costs for equipment in Probation Office	-	-	300	300	300	300
000.09.523.300.49.00 <i>Misc</i> - Registration for conferences and regional training	52	300	200	250	300	300
000.09.523.300.49.01 <i>Misc</i> - Annual memberships	365	365	190	550	550	550
000.09.523.300.49.02 <i>Misc</i> - Training	875	1,717	1,036	1,500	1,500	1,500
Total Services	49,531	49,840	54,342	54,815	65,900	65,100
Total Supplies and Services	\$ 52,373	\$ 53,445	\$ 58,569	\$ 58,445	\$ 69,655	\$ 68,855



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Mayor's Office

DEPARTMENT: Mayor (03)**FUND:** General**RESPONSIBLE MANAGER:** Allan Ekberg**FUND NUMBER:** 000**POSITION:** Mayor**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 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. The Mayor's Office encompasses Administration, the City Attorney's Office, the City Clerk's Office, Communications & Government Relations, Economic Development and Human Services.

2015-2016 Accomplishments

- ◆ Broadened implementation of the City's Strategic Plan by expanding community outreach efforts city-wide including door-to-door surveys in the Allentown, McMicken neighborhoods and several multi-family housing units, holding a public safety forum and open house events regarding the 2017-2018 budget and the Public Safety Plan. **Strategic Goal 4/Priorities 4 & 5.**
- ◆ Continued emphasis on economic development including demolition of the motels on Tukwila International Boulevard, initiation of construction on Tukwila Village and Washington Place, and launching the Southcenter Marketing Partnership. **Strategic Goal 1/Priority 1.**
- ◆ Improved internal and external communications with Tukwila's stakeholders with the implementation of the City's communications plan including regular meetings with the Tukwila School District, collaborative support for Career Day and joint Mayor/School Superintendent community events. **Strategic Goal 5/Priority 1.**
- ◆ Continued emphasis on development as a high-performing and effective organization promoting *Lean* training, cultural competency, process improvements and performance measures. **Strategic Goal 4.**
- ◆ Improved community livability through increased focus on residential speeding issues, launching Tukwila Works and enhanced Code Enforcement efforts. **Strategic Goal 1/Priority 2.**
- ◆ Began implementation of the Housing Element of the Comprehensive Plan. **Strategic Plan 2/Priority 1.**
- ◆ Successful Public Information Campaign regarding a voter approved public safety bond measure on the November 2016 ballot. **Strategic Goals 2, 4 & 5.**
- ◆ Expansion of the Digital Records Center to include permit records, eliminating a high-volume of formal public records requests for permit documents. **Strategic Goal 4.**
- ◆ Continued to leverage community resources and partnerships to generate solutions that contribute to a thriving community. **Strategic Goal 2/Priority 1.**

2017-2018 Outcome Goals

- ◆ Continued implementation of the Housing Element of the Comprehensive Plan with four main focus areas: Housing Type/Options, Housing Conditions, Affordability, and Homelessness. **Strategic Goal 2/Priority 2.**

- ◆ Continued focus on community livability. **Strategic Goal 1/Priorities 1 & 2.**
- ◆ Implementation of the Public Safety Plan. **Strategic Goals 2, 4 & 5.**
- ◆ Continued emphasis on economic development including the creation and implementation of a comprehensive economic development plan, creation of a strategy for city owned properties including the motel sites on Tukwila International Boulevard and implementation of the Southcenter Marketing Partnership's day marketing campaign to promote Tukwila businesses to Puget Sound residents. **Strategic Goal 3/Priority 1.**
- ◆ Continued enhancement of the City's communications efforts and identifying new ways to reach the broad and diverse Tukwila community to realize more effective, two-way communications with constituents. **Strategic Goal 5/Priority 1.**
- ◆ Continued enhancement of the City's Public Records program including Phase 2 of the *Microfilm to Digital Project* which will add SEPA/EPIC permit records from 1991-2009 to the Digital Records Center. **Strategic Goal 4**
- ◆ Continued enhancement of the City's Human Services program in partnership with regional agencies and organizations to meet the needs of all residents. **Strategic Goal 2/Priority 1.**

2017-2018 Indicators of Success

- ◆ Continued implementation of Strategic Plan goals including increased partnerships between the City, businesses, non-profits, and regional organizations, as well as enhanced leadership by staff ensuring that City policies and practices reflect Tukwila's diverse community.
- ◆ Residents, business owners and employees report a higher level of communications from the City and have a better understanding of key city issues.
- ◆ Improvement of the public records request process resulting in a reduction of time spent fulfilling requests.

Budget Change Discussion:

Salaries & Benefits. COLA increases were applied to salaries, and benefits were adjusted to account for changes in healthcare and retirement. The Project Development Manager position was transferred from the Economic Development division to the Communications division as the Community Engagement Manager.

Services. Several changes were made to this category. REACH after school program costs of \$100,000 were transferred from the Mayor's department to the Parks and Recreation department. This program is in partnership with the Tukwila School District. Special Matters was reduced \$55,000 to reflect actual costs. Travel increased \$16,500 to allow for actual costs due to market increase of transportation and lodging costs. Other line items were changed or reallocated but the net effect is minor. Overall, Professional Services lines were reduced a total of \$195,900 to reflect actual usage.

Capital. Capital has been removed from the budget. The Laserfische project was completed in 2016.

Expenditure Summary

<i>Mayor</i>								
Expenditures By Division	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% Chg	% Chg
Administration	\$ 1,474,198	\$ 1,336,709	\$ 1,438,259	\$ 1,437,025	\$ 1,451,913	\$ 1,470,084	1.04%	1.25%
Economic Development	35,749	452,501	478,233	546,456	374,141	381,891	-31.53%	2.07%
City Clerk	625,629	609,461	759,032	694,914	762,872	779,453	9.78%	2.17%
Communications	289,759	424,253	417,740	425,350	629,026	643,731	47.88%	2.34%
Human Services	812,838	770,677	833,112	854,012	763,515	770,379	-10.60%	0.90%
Attorney (Contracted)	515,908	591,440	600,814	778,418	716,955	733,185	-7.90%	2.26%
Court Defender	228,871	456,012	475,180	477,000	477,000	477,000	0.00%	0.00%
Equity & Diversity Commission	1,886	730	3,230	3,200	3,200	3,200	0.00%	0.00%
Sister Cities Committee	-	-	5,538	6,475	6,475	6,475	0.00%	0.00%
Planning Commission	614	4,172	1,049	3,750	3,750	3,750	0.00%	0.00%
Arts Commission	12,824	23,086	26,594	26,000	26,000	26,000	0.00%	0.00%
Parks Commission	3,790	4,484	3,620	3,688	3,688	3,688	0.00%	0.00%
Library Advisory Board	3,251	4,555	5,355	5,000	5,000	5,000	0.00%	0.00%
Community Promotion	3,878	4,482	5,196	5,000	5,000	5,000	0.00%	0.00%
Voter Registration Costs	22,362	21,956	32,364	32,000	32,000	32,000	0.00%	0.00%
Department Total	\$ 3,776,446	\$ 4,222,066	\$ 4,572,577	\$ 4,784,288	\$ 4,746,535	\$ 4,826,835	-0.79%	1.69%

<i>Mayor</i>								
Expenditures By Type	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% Chg	% Chg
Salaries & Wages	\$ 1,348,321	\$ 1,446,595	\$ 1,447,110	\$ 1,471,599	\$ 1,567,816	\$ 1,597,992	6.54%	1.92%
Personnel Benefits	441,635	502,182	550,773	532,597	594,540	624,989	11.63%	5.12%
Supplies	59,538	80,625	70,382	71,052	71,044	71,044	-0.01%	0.00%
Services	1,878,092	2,166,284	2,410,051	2,672,040	2,476,135	2,495,811	-7.33%	0.79%
Intergovt. Svcs & Taxes	26,240	26,380	37,560	37,000	37,000	37,000	0.00%	0.00%
Capital Outlays	22,619	-	56,700	-	-	-	0.00%	0.00%
Department Total	\$ 3,776,446	\$ 4,222,066	\$ 4,572,577	\$ 4,784,288	\$ 4,746,535	\$ 4,826,835	-0.79%	1.69%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

<i>Mayor</i>							
Position Description	2016 FTE	2017 FTE	2017 Budgeted		2018 FTE	2018 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Mayor	1	1	\$ 104,918	\$ 50,879	1	\$ 107,016	\$ 53,774
City Administrator	1	1	174,250	55,339	1	177,735	58,023
Economic Development Admin	1	1	142,199	35,626	1	145,043	36,957
Executive Assistant	1	1	77,269	35,973	1	78,815	37,991
Economic Dev. Liaison	1	1	104,822	33,175	1	106,919	34,653
Communications Program Manager	1	1	115,255	46,678	1	117,560	49,167
Community Engagement Manager	1	1	110,076	38,752	1	112,278	40,615
Admin Support Coordinator - Comm	2	2	134,413	58,997	2	137,101	62,155
Program Manager	1	1	107,187	33,488	1	109,330	34,931
Admin Support Coordinator	1	1	66,920	33,955	1	68,258	35,893
City Clerk	1	1	101,598	36,966	1	103,630	38,785
Deputy City Clerk	1	1	78,145	23,767	1	79,708	24,802
Admin Support Technician	1	1	58,370	35,425	1	59,537	37,585
Admin Support Coordinator	2	2	133,362	71,032	2	136,030	75,169
Extra Labor			58,500	4,447		58,500	4,447
Overtime			532	41		532	41
Department Total	16	16	\$ 1,567,816	\$ 594,540	16	\$ 1,597,992	\$ 624,989

Expenditure Detail - Supplies, Services, and Other

Supplies include small tools and equipment. Services include travel, equipment replacement and O&M charges, insurance subscriptions and memberships, among others.

Mayor						
Account Name	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
Salaries	\$ 1,331,219	\$ 1,435,764	\$ 1,433,735	\$ 1,460,526	\$ 1,508,784	\$ 1,538,960
Extra Labor	17,046	10,831	12,802	10,500	58,500	58,500
Overtime	56	-	573	573	532	532
FICA	97,352	105,481	110,726	106,008	112,793	114,961
Pension	120,977	145,845	171,422	156,766	180,721	184,335
Industrial Insurance	4,668	4,877	6,265	6,068	5,746	6,335
Healthcare	218,639	245,979	262,360	263,755	295,280	319,358
Total Salaries & Benefits	1,789,956	1,948,777	1,997,883	2,004,196	2,162,356	2,222,980
Supplies	58,197	62,574	59,510	60,617	65,544	65,544
Small tools	1,341	18,051	10,872	10,435	5,500	5,500
Total Supplies	59,538	80,625	70,382	71,052	71,044	71,044
Professional services	1,444,745	1,751,761	1,814,787	2,100,288	1,820,970	1,837,200
Communication	61,530	54,829	98,026	114,600	112,600	112,600
Travel	23,423	32,656	34,600	36,300	41,550	41,550
Advertising	7,106	7,823	16,228	19,750	19,750	19,750
Operating leases	41,198	29,611	29,787	33,177	41,680	42,126
Repair and maintenance	12,293	8,221	36,726	21,150	33,860	33,860
Miscellaneous	287,796	281,382	379,896	346,775	405,725	408,725
Total Services	1,878,092	2,166,284	2,410,051	2,672,040	2,476,135	2,495,811
Intergovernmental	26,240	26,378	37,560	37,000	37,000	37,000
Excise Taxes	0	2	0	-	-	-
Capital	22,619	-	56,700	-	-	-
Total Other	48,859	26,380	94,261	37,000	37,000	37,000
Total Mayor	\$ 3,776,446	\$ 4,222,066	\$ 4,572,577	\$ 4,784,288	\$ 4,746,535	\$ 4,826,835

DEPARTMENT: Mayor's Office (03)
FUND: General
RESPONSIBLE MANAGER: Allan Ekberg

DIVISION: Administration
FUND NUMBER: 000
POSITION: Mayor

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 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. The Mayor's Office encompasses Administration, the City Attorney's Office, the City Clerk's Office, Communications & Government Relations, Economic Development and Human Services.

Expenditure Summary

<i>Mayor - Administration</i>								
Expenditures By Type	Actual		Projected 2016	Budget			2016-17 % Chg	2017-18 % Chg
	2014	2015		2016	2017	2018		
Salaries & Wages	\$ 655,184	\$ 337,408	\$ 351,984	\$ 349,218	\$ 361,437	\$ 368,565	3.50%	1.97%
Personnel Benefits	191,360	113,821	145,514	121,880	142,546	150,143	16.96%	5.33%
Supplies	27,528	27,646	15,805	17,200	17,200	17,200	0.00%	0.00%
Services	573,885	831,454	887,396	911,727	893,730	897,176	-1.97%	0.39%
Intergovt. Services & Taxes	26,240	26,380	37,560	37,000	37,000	37,000	0.00%	0.00%
Expenditure Total	\$1,474,198	\$1,336,709	\$1,438,259	\$1,437,025	\$1,451,913	\$1,470,084	1.04%	1.25%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

<i>Mayor's Office - Administration</i>							
Position Description	2016 FTE	2017 FTE	2017 Budgeted		2018 FTE	2018 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Mayor	1	1	\$ 104,918	\$ 50,879	1	\$ 107,016	\$ 53,774
City Administrator	1	1	174,250	55,339	1	177,735	58,023
Executive Assistant	1	1	77,269	35,973	1	78,815	37,991
Extra Labor			5,000	355		5,000	355
Department Total	3	3	\$ 361,437	\$ 142,546	3	\$ 368,565	\$ 150,143

Expenditure Detail - Supplies, Services, and Other

Supplies includes office supplies and meals for meetings. Services include public defender costs, consulting, travel, memberships, among others; intergovernmental includes election and voter registration costs, among others.

Mayor - Administration						
Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
000.03.513.100.31.00 Supplies - Office	\$ 24,860	\$ 23,382	\$ 13,500	\$ 12,200	\$ 12,200	\$ 12,200
000.03.513.100.31.43 Supplies - Meeting Meals	2,668	4,204	2,305	5,000	5,000	5,000
Total Supplies	27,528	27,586	15,805	17,200	17,200	17,200
000.03.512.500.41.00 Prof Svcs - Public Defender Costs	228,871	456,012	475,180	477,000	477,000	477,000
000.03.513.100.41.01 Prof Svcs -POEL	43,982	34,449	2,860	32,500	-	-
000.03.513.100.41.02 Prof Svcs -Strategic Plan, Washington DC consultants	140,949	152,651	182,225	235,000	180,000	180,000
000.03.513.100.41.04 Prof Svcs -Scholarships	-	10,000	16,000	-	10,000	10,000
000.03.513.100.41.05 Prof Svcs -Tukwila Pantry donations	-	5,000	10,000	-	-	-
000.03.513.100.42.00 Communication - Telecom chgs	847	361	-	-	-	-
000.03.513.100.43.00 Travel - Travel for NLC, AWC conferences, SWKC Chamber events, etc.	17,378	21,527	15,763	16,500	20,000	20,000
000.03.513.100.45.00 Rental - Operating Rentals and leases	3,890	2,589	2,596	2,600	2,600	2,600
000.03.513.100.45.94 Rental-Equipment Replacement Fund	2,645	2,888	2,662	2,888	591	591
000.03.513.100.45.95 Rental - Equipment Rental O&M	24,711	12,562	10,989	10,989	22,289	22,735
000.03.513.100.48.00 R&M - Repairs for 1 copier and 2 printers	-	-	3,250	3,250	3,250	3,250
000.03.513.100.49.00 Misc - Community recognition	5,943	5,550	5,600	4,500	5,500	5,500
000.03.513.100.49.01 Misc - Memberships in various national, state, and local organizations and subscriptions	56,756	58,155	62,514	60,000	62,000	65,000
000.03.513.100.49.03 Misc - Employee appreciation	7,429	28,077	18,500	11,000	15,000	15,000
000.03.513.100.49.05 Misc - Registrations: AWC and NLC meetings, other meetings and training	5,540	2,737	4,500	4,500	4,500	4,500
000.03.513.100.49.51 Misc - Carpool subsidies	5,655	3,175	331	6,000	-	-
000.03.513.100.49.56 Misc - Green initiatives	29,290	35,721	74,426	45,000	91,000	91,000
Total Services	573,885	831,454	887,396	911,727	893,730	897,176
000.03.513.100.53.00 Taxes & Assmnts - Excise tax	0	2	0	-	-	-
000.03.514.900.51.00 Intergvmntl Prof Svcs - Election costs	22,362	21,956	32,364	32,000	32,000	32,000
000.03.573.900.51.00 Intergvmntl Prof Svcs - Liquor profits excise tax	3,878	4,421	5,196	5,000	5,000	5,000
Total Intergovernmental	26,240	26,380	37,560	37,000	37,000	37,000
Total Supplies, Services and Other	\$ 627,653	\$ 885,420	\$ 940,761	\$ 965,927	\$ 947,930	\$ 951,376

DEPARTMENT: Mayor (03)
FUND: General
RESPONSIBLE MANAGER: Evelyn Boykan

DIVISION: Human Services
FUND NUMBER: 000
POSITION: Program Manager

Description

The mission of Human Services is to support the well-being of Tukwila's residents by assisting residents to access human services; funding programs to address prioritized gaps and needs; leveraging community resources and partnerships; and working regionally to generate solutions that contribute to a thriving community. The office also manages a Minor Housing Repair program.

Expenditure Summary

<i>Mayor - Human Services</i>								
Expenditures By Type	Actual		Projected 2016	Budget			2016-17 % Chg	2017-18 % Chg
	2014	2015		2016	2017	2018		
Salaries & Wages	\$ 168,208	\$ 170,964	\$ 173,149	\$ 174,323	\$ 175,139	\$ 178,621	0.47%	1.99%
Personnel Benefits	54,235	59,326	63,256	61,831	67,518	70,900	9.20%	5.01%
Supplies	1,103	831	1,111	1,688	1,688	1,688	0.00%	0.00%
Services	486,274	452,991	476,709	486,170	389,170	389,170	-19.95%	0.00%
Expenditure Total	\$ 709,820	\$ 684,111	\$ 714,224	\$ 724,012	\$ 633,515	\$ 640,379	-12.50%	1.08%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

<i>Mayor's Office - Human Services</i>							
Position Description	2016 FTE	2017 FTE	2017 Budgeted		2018 FTE	2018 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Program Manager	1	1	\$ 107,187	\$ 33,488	1	\$ 109,330	\$ 34,931
Admin Support Coordinator	1	1	66,920	33,955	1	68,258	35,893
Extra Labor			500	35		500	35
Overtime			532	41		532	41
Department Total	2	2	\$ 175,139	\$ 67,518	2	\$ 178,621	\$ 70,900

Expenditure Detail - Supplies, Services, and Other

Supplies includes miscellaneous office supplies. Services include referral information for different community groups, registration, and memberships, among others.

Mayor - Human Services						
Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
000.03.557.201.31.00 Supplies - Office & Operating	\$ 1,103	\$ 831	\$ 1,111	\$ 1,688	\$ 1,688	\$ 1,688
Total Supplies	1,103	831	1,111	1,688	1,688	1,688
000.03.557.201.41.00 Prof Svcs - <u>Information and Referral</u> : crisis lines, capacity building; <u>Positive and Healthy Relationships</u> : mental health counseling, substance abuse, sexual abuse, family support services; <u>Support for Self-Sufficiency</u> : aging in place, legal support eviction prevention, neighborhood legal clinics; <u>Safety Net</u> : homeless shelters, domestic violence support services, food banks, medical, dental, financial eviction prevention.	464,150	451,516	474,820	483,470	383,470	383,470
000.03.557.201.42.00 Communication - Telecom	12	-	-	-	-	-
000.03.557.201.43.00 Travel - Parking for various meetings - regional and sub-regional	184	99	248	500	500	500
000.03.557.201.49.00 Misc - Associations, registrations, professional development, translation, childcare	21,443	1,376	1,141	1,700	4,700	4,700
000.03.557.201.49.01 Misc - Human Services Commission mtgs, food, program registrations, materials	485	-	500	500	500	500
000.03.557.202.49.01 Misc - CDBG	103,019	86,565	118,888	130,000	130,000	130,000
Total Services	692,312	626,121	595,597	746,170	649,170	649,170
Total Supplies, Services and Other	\$ 693,415	\$ 626,952	\$ 596,708	\$ 747,858	\$ 650,858	\$ 650,858

DEPARTMENT: Mayor (03)
FUND: General
RESPONSIBLE MANAGER: David Cline

DIVISION: Sister Cities Committee
FUND NUMBER: 000
POSITION: City Administrator

Description

The Sister Cities Committee was created in 1984. Budgeted funds are intended to enhance cultural education and experiences including funding travel and registration expenses for local youth.

Expenditure Summary

<i>Mayor - Sister Cities Committee</i>								
Expenditures By Type	Actual		Projected 2016	Budget			2016-17 % Chg	2017-18 % Chg
	2014	2015		2016	2017	2018		
Supplies	\$ -	\$ -	\$ 425	\$ 425	\$ 425	\$ 425	0.00%	0.00%
Services	-	-	5,113	6,050	6,050	6,050	0.00%	0.00%
Expenditure Total	\$ -	\$ -	\$ 5,538	\$ 6,475	\$ 6,475	\$ 6,475	0.00%	0.00%

Expenditure Detail - Supplies, Services, and Other

Supplies includes miscellaneous office supplies. Services include translation services, tour planning, registrations, among others.

<i>Mayor - Sister Cities Committee</i>							
Account Number	Actual		Projected 2016	Budget			
	2014	2015		2016	2017	2018	
000.03.513.204.31.00 Supplies - Office & Operating	\$ -	\$ -	\$ 425	\$ 425	\$ 425	\$ 425	
Total Supplies	-	-	425	425	425	425	
000.03.513.204.41.00 Prof Svcs - Translation services, tour planning agency fees	-	-	500	500	500	500	
000.03.513.204.43.00 Travel	-	-	4,113	5,050	5,050	5,050	
000.03.513.204.49.00 Misc - Registrations	-	-	500	500	500	500	
Total Services	-	-	5,113	6,050	6,050	6,050	
Total Supplies, Services and Other	\$ -	\$ -	\$ 5,538	\$ 6,475	\$ 6,475	\$ 6,475	

DEPARTMENT: Mayor (03)
FUND: General
RESPONSIBLE MANAGER: David Cline

DIVISION: Planning Commission
FUND NUMBER: 000
POSITION: City Administrator

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. It also reviews and makes recommendations regarding the Comprehensive Plan and Zoning Regulations.

Expenditure Summary

<i>Mayor - Planning Commission</i>								
Expenditures By Type	Actual		Projected 2016	Budget			2016-17 % Chg	2017-18 % Chg
	2014	2015		2016	2017	2018		
Supplies	\$ 574	\$ 347	\$ 99	\$ 2,250	\$ 1,000	\$ 1,000	-55.56%	0.00%
Services	40	3,825	950	1,500	2,750	2,750	83.33%	0.00%
Expenditure Total	\$ 614	\$ 4,172	\$ 1,049	\$ 3,750	\$ 3,750	\$ 3,750	0.00%	0.00%

Expenditure Detail - Supplies, Services, and Other

Supplies includes miscellaneous office supplies. Services include travel, registration memberships, among others.

<i>Mayor - Planning Commission</i>							
Account Number	Actual		Projected 2016	Budget			
	2014	2015		2016	2017	2018	
000.03.558.600.31.00 Supplies - Office & Operating	\$ 574	\$ 347	\$ 99	\$ 2,250	\$ 1,000	\$ 1,000	
Total Supplies	574	347	99	2,250	1,000	1,000	
000.03.558.600.43.00 Travel - Meals, mileage, parking for State APA conference, training, meetings	-	-	500	500	500	500	
000.03.558.600.49.00 Misc - APA memberships for 7 commissioners, plus misc expenses	40	3,825	450	1,000	2,250	2,250	
Total Services	40	3,825	950	1,500	2,750	2,750	
Total Supplies, Services and Other	\$ 614	\$ 4,172	\$ 1,049	\$ 3,750	\$ 3,750	\$ 3,750	

DEPARTMENT: Mayor (03)
FUND: General
RESPONSIBLE MANAGER: David Cline

DIVISION: Equity & Diversity Comm.
FUND NUMBER: 000
POSITION: City Administrator

Description

The City of Tukwila 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.
- ◆ 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 City Council.

Expenditure Summary

<i>Mayor - Equity & Diversity Commission</i>								
Expenditures By Type	Actual		Projected 2016	Budget			2016-17 % Chg	2017-18 % Chg
	2014	2015		2016	2017	2018		
Supplies	\$ -	\$ 480	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	0.00%	0.00%
Services	1,886	250	2,030	2,000	2,000	2,000	0.00%	0.00%
Expenditure Total	\$ 1,886	\$ 730	\$ 3,230	\$ 3,200	\$ 3,200	\$ 3,200	0.00%	0.00%

Expenditure Detail - Supplies, Services, and Other

Supplies includes miscellaneous office supplies. Services include program costs including grants, among others.

<i>Mayor - Equity & Diversity Commission</i>							
Account Number	Actual		Projected 2016	Budget			
	2014	2015		2016	2017	2018	
000.03.513.203.31.00 Supplies - Office & Operating	\$ -	\$ 480	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	
Total Supplies	-	480	1,200	1,200	1,200	1,200	
000.03.513.203.49.00 Misc - Equity & Diversity Commission program costs including grants	1,886	250	2,030	2,000	2,000	2,000	
Total Services	1,886	250	2,030	2,000	2,000	2,000	
Total Supplies, Services and Other	\$ 1,886	\$ 730	\$ 3,230	\$ 3,200	\$ 3,200	\$ 3,200	

DEPARTMENT: Mayor (03)
FUND: General
RESPONSIBLE MANAGER: David Cline

DIVISION: Arts Commission
FUND NUMBER: 000
POSITION: City Administrator

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.

Expenditure Summary

<i>Mayor - Arts Commission</i>								
Expenditures By Type	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% Chg	% Chg
Supplies	\$ 1,526	\$ 6,108	\$ 12,709	\$ 9,035	\$ 9,035	\$ 9,035	0.00%	0.00%
Services	11,298	16,977	13,885	16,965	16,965	16,965	0.00%	0.00%
Expenditure Total	\$ 12,824	\$ 23,086	\$ 26,594	\$ 26,000	\$ 26,000	\$ 26,000	0.00%	0.00%

Expenditure Detail - Supplies, Services, and Other

Supplies include office supplies and small tools. Services include advertising, grants, repair & maintenance of art work, memberships, and registrations, among others.

<i>Mayor - Arts Commission</i>								
Account Number	Actual		Projected	Budget				
	2014	2015	2016	2016	2017	2018		
000.03.573.200.31.00 Supplies - Office & Operating	\$ 1,526	\$ 617	\$ 3,431	\$ 1,000	\$ 1,000	\$ 1,000		
000.03.573.200.31.01 Supplies - Banner	-	127	3,103	3,100	8,035	8,035		
000.03.573.900.31.01 Supplies - Centennial Celebration	-	60	-	-	-	-		
000.03.573.200.35.00 Small Tools -Instruments	-	5,364	6,175	4,935	-	-		
Total Supplies	1,526	6,169	12,709	9,035	9,035	9,035		
000.03.573.200.41.01 Prof Svcs - Rainier Symphony	7,000	7,000	7,000	7,000	7,000	7,000		
000.03.573.200.41.03 Prof Svcs - Cultural Education Grant support for All Nations Cup performances	2,000	6,395	1,873	5,000	5,000	5,000		
000.03.573.200.44.00 Advertising - Tukwila Days, All Nations Cup, Recycled Art Show & Rotating Art Exhibit	348	-	51	450	450	450		
000.03.573.200.45.00 Rental - Equipment rentals for art shows (Tukwila Days and Recycled Art Show)	-	-	500	500	-	-		
000.03.573.200.48.00 R&M - Care of artwork	-	-	2,500	2,500	2,500	2,500		
000.03.573.200.49.00 Misc - Memberships, training and workshops	1,950	3,582	1,961	1,515	2,015	2,015		
Total Services	11,298	16,977	13,885	16,965	16,965	16,965		
Total Supplies, Services and Other	\$ 12,824	\$ 23,146	\$ 26,594	\$ 26,000	\$ 26,000	\$ 26,000		

DEPARTMENT: Mayor (03)
FUND: General
RESPONSIBLE MANAGER: David Cline

DIVISION: Parks Commission
FUND NUMBER: 000
POSITION: City Administrator

Description

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

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

Expenditure Summary

<i>Mayor - Parks Commission</i>								
Expenditures By Type	Actual		Projected 2016	Budget			2016-17 % Chg	2017-18 % Chg
	2014	2015		2016	2017	2018		
Supplies	\$ 2,050	\$ 3,269	\$ 1,800	\$ 1,688	\$ 1,688	\$ 1,688	0.00%	0.00%
Services	1,741	1,215	1,820	2,000	2,000	2,000	0.00%	0.00%
Expenditure Total	\$ 3,790	\$ 4,484	\$ 3,620	\$ 3,688	\$ 3,688	\$ 3,688	0.00%	0.00%

Expenditure Detail - Supplies, Services, and Other

Supplies includes miscellaneous office supplies. Services include memberships, registrations, among others.

<i>Mayor - Parks Commission</i>								
Account Number	Actual		Projected 2016	Budget				
	2014	2015		2016	2017	2018		
000.03.576.800.31.00 Supplies - Office & Operating	\$ 2,050	\$ 3,269	\$ 1,800	\$ 1,688	\$ 1,688	\$ 1,688		
Total Supplies	2,050	3,269	1,800	1,688	1,688	1,688		
000.03.576.800.49.00 Misc - Memberships, training and workshops	1,741	1,215	1,820	2,000	2,000	2,000		
Total Services	1,741	1,215	1,820	2,000	2,000	2,000		
Total Supplies, Services and Other	\$ 3,790	\$ 4,484	\$ 3,620	\$ 3,688	\$ 3,688	\$ 3,688		

DEPARTMENT: Mayor (03)
FUND: General
RESPONSIBLE MANAGER: David Cline

DIVISION: Library Advisory Board
FUND NUMBER: 000
POSITION: City Administrator

Description

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

Expenditure Summary

<i>Mayor - Library Advisory Board</i>								
Expenditures By Type	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% Chg	% Chg
Supplies	\$ 3,251	\$ 3,706	\$ 5,355	\$ 5,000	\$ 5,000	\$ 5,000	0.00%	0.00%
Services	-	849	-	-	-	-	-	-
Expenditure Total	\$ 3,251	\$ 4,555	\$ 5,355	\$ 5,000	\$ 5,000	\$ 5,000	0.00%	0.00%

Expenditure Detail - Supplies, Services, and Other

Supplies includes miscellaneous office supplies.

<i>Mayor - Library Advisory Board</i>							
Account Number	Actual		Projected	Budget			
	2014	2015	2016	2016	2017	2018	
000.03.572.210.31.00 Supplies - Office & Operating	\$ 3,251	\$ 3,706	\$ 5,355	\$ 5,000	\$ 5,000	\$ 5,000	
Total Supplies	3,251	3,706	5,355	5,000	5,000	5,000	
000.03.572.210.41.00 Travel - Parking, mileage	-	849	-	-	-	-	
Total Services	-	849	-	-	-	-	
Total Supplies, Services and Other	\$ 3,251	\$ 4,555	\$ 5,355	\$ 5,000	\$ 5,000	\$ 5,000	

DEPARTMENT: Mayor (03)
FUND: General
RESPONSIBLE MANAGER: Christy O'Flaherty

DIVISION: City Clerk
FUND NUMBER: 000
POSITION: City Clerk

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 oversight of the imaging system, automating legislative history, public records requests, providing reception and telephone answering services for the City, recording contracts and agreements, issuing pet licenses, and providing notary services. City Clerk staff also participate in local, state, and international associations relative to their positions.

Expenditure Summary

<i>Mayor - City Clerk</i>								
Expenditures By Type	Actual		Projected 2016	Budget			2016-17 % Chg	2017-18 % Chg
	2014	2015		2016	2017	2018		
Salaries & Wages	\$ 354,714	\$ 360,324	\$ 364,883	\$ 367,692	\$ 406,475	\$ 413,905	10.55%	1.83%
Personnel Benefits	136,336	145,320	157,401	155,854	169,869	179,020	8.99%	5.39%
Supplies	9,207	10,549	12,006	10,308	12,308	12,308	19.40%	0.00%
Services	102,753	93,268	168,042	161,060	174,220	174,220	8.17%	0.00%
Capital Outlays	22,619	-	56,700	-	-	-	0.00%	0.00%
Expenditure Total	\$ 625,629	\$ 609,461	\$ 759,032	\$ 694,914	\$ 762,872	\$ 779,453	9.78%	2.17%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

<i>Mayor's Office - City Clerk</i>							
Position Description	2016	2017	2017 Budgeted		2018	2018 Budgeted	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
City Clerk	1	1	\$ 101,598	\$ 36,966	1	\$ 103,630	\$ 38,785
Deputy City Clerk	1	1	78,145	23,767	1	79,708	24,802
Admin Support Technician	1	1	58,370	35,425	1	59,537	37,585
Admin Support Coordinator	2	2	133,362	71,032	2	136,030	75,169
Extra Labor			35,000	2,678		35,000	2,678
Department Total	5	5	\$ 406,475	\$ 169,869	5	\$ 413,905	\$ 179,020

Expenditure Detail - Supplies, Services, and Other

Supplies include office and operating supplies. Services include City-wide advertising, postage, security for records center, memberships, and registrations, among others.

Mayor - City Clerk						
Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
000.03.514.300.31.00 Supplies - Office & Operating all stations	\$ 9,207	\$ 10,549	\$ 12,006	\$ 10,308	\$ 12,308	\$ 12,308
000.03.514.300.31.90 Supplies - Central	-	-	-	-	-	-
Total Supplies	9,207	10,549	12,006	10,308	12,308	12,308
000.03.514.300.41.00 Prof Svcs -	2,042	4,068	4,746	6,000	6,000	6,000
000.03.514.300.42.00 Communication - Security Alarm for Records Ctr	605	575	589	600	600	600
000.03.514.300.42.02 Postage - City-wide postage	58,142	47,971	62,437	72,000	72,000	72,000
000.03.514.300.43.00 Travel - Travel to WMCA, IIMC, ARMA conf. , CMC & MMC and laser fiche trngs	3,522	2,851	6,456	5,500	5,500	5,500
000.03.514.300.44.00 Advertising - City-wide advertising - public hearings, call for bids, RFP/RFQs, auctions	6,298	7,477	9,177	12,300	12,300	12,300
000.03.514.300.45.00 Rental - Postage meter lease - software/hardware upgrades	7,651	7,656	6,975	10,100	10,100	10,100
000.03.514.300.48.00 R&M - Copiers, laser fiche, agenda management program	7,837	8,221	27,576	12,000	24,710	24,710
000.03.514.300.49.00 Misc - Memberships/Training - WMCA, IIMC, ARMA, King County Clerks	3,520	2,183	16,271	6,200	6,200	6,200
000.03.514.300.49.01 Printing - Business cards	-	-	100	100	100	100
000.03.514.300.49.02 Microfilming, Imaging - City-wide microfilming, records purging, digitization of microfilmed docs	8,006	6,881	28,804	31,529	31,529	31,529
000.03.514.300.49.04 Recorded Documents - City-wide recording of documents	4,300	4,300	4,300	4,300	4,300	4,300
000.03.514.300.49.08 Credit Card Fees - PPI credit card fees	830	1,085	612	431	881	881
Total Services	102,753	93,268	168,042	161,060	174,220	174,220
000.03.514.300.64.00 Capital - Laserfische upgrades	22,619	-	56,700	-	-	-
Total Other	22,619	-	56,700	-	-	-
Total Supplies, Services and Other	\$ 134,579	\$ 103,817	\$ 236,748	\$ 171,368	\$ 186,528	\$ 186,528

DEPARTMENT: Mayor (03)
FUND: General
RESPONSIBLE MANAGER: Derek Speck

DIVISION: Economic Development
FUND NUMBER: 000
POSITION: Econ. Dev. Administrator

Description

The Economic Development division of the Mayor's Office leads the City's business retention attraction and marketing efforts, facilitates commercial real estate development, and serves as a general liaison to the business community. The Division manages real estate related projects, urban renewal, tourism and marketing.

Expenditure Summary

<i>Mayor - Economic Development</i>								
Expenditures By Type	Actual		Projected 2016	Budget			2016-17 % Chg	2017-18 % Chg
	2014	2015		2016	2017	2018		
Salaries & Wages	\$ -	\$ 336,749	\$ 317,651	\$ 337,907	\$ 255,021	\$ 259,962	-24.53%	1.94%
Personnel Benefits	-	92,536	85,555	95,141	69,370	72,179	-27.09%	4.05%
Supplies	527	438	2,665	4,658	1,000	1,000	-78.53%	0.00%
Services	35,221	22,779	72,362	108,750	48,750	48,750	-55.17%	0.00%
Expenditure Total	\$ 35,749	\$ 452,501	\$ 478,233	\$ 546,456	\$ 374,141	\$ 381,891	-31.53%	2.07%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

<i>Mayor's Office - Economic Development</i>							
Position Description	2016 FTE	2017 FTE	2017 Budgeted		2018 FTE	2018 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Economic Development Admin	1	1	\$ 142,199	\$ 35,626	1	\$ 145,043	\$ 36,957
Project Development Manager	1	0	-	-	0	-	-
Economic Dev. Liaison	1	1	104,822	33,175	1	106,919	34,653
Extra Labor			8,000	569		8,000	569
Department Total	3	2	\$ 255,021	\$ 69,370	2	\$ 259,962	\$ 72,179

Expenditure Detail - Supplies, Services, and Other

Supplies include office and operating supplies. Services include marketing, advertising, memberships and registrations, among others.

Mayor - Economic Development						
Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
000.03.558.700.31.00 Supplies -Office and Operating	\$ 527	\$ 438	\$ 2,665	\$ 4,658	\$ 1,000	\$ 1,000
Total Supplies	527	438	2,665	4,658	1,000	1,000
000.03.558.700.41.00 Prof Svcs - Economic Development Plan Initiative, SKCEDI: Small Business Development Center, Southside Alliance, Southcenter Marketing Partnership, Chamber of Commerce, Misc Prof Svcs	21,437	5,500	46,100	82,500	16,000	16,000
000.03.558.700.43.00 Travel - Meals, mileage, and training	565	4,747	4,262	6,250	6,000	6,000
000.03.558.700.44.00 Advertising - Marketing info and materials	460	346	2,000	2,000	2,000	2,000
000.03.558.700.49.00 Misc - EDC of Seattle/King County, website improvements, NW Properties website, Tuk Int'l Blvd	12,759	12,185	20,000	18,000	24,750	24,750
Total Services	35,221	22,779	72,362	108,750	48,750	48,750
Total Supplies, Services and Other	\$ 35,749	\$ 23,216	\$ 75,027	\$ 113,408	\$ 49,750	\$ 49,750

DEPARTMENT: Mayor (03)
FUND: General
RESPONSIBLE MANAGER: Rachel Bianchi

DIVISION: Communications
FUND NUMBER: 000
POSITION: Comm. & Gov't Rel. Mgr.

Description

The Communications Division in the Mayor's Office is responsible for ensuring accurate, timely and effective communications with Tukwila's residents, businesses, visitors and employees, as well as the media. The Communications Division supports every City department to inform stakeholders of key issues and events, and to help find and tell the great stories within the City of Tukwila. Serving a diverse community, the Division ensures a broad use of communication methods and encourages two-way communications and feedback, with the goal of encouraging a true conversation within our community.

Expenditure Summary

<i>Mayor - Communications</i>								
Expenditures By Type	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% Chg	% Chg
Salaries & Wages	\$ 166,955	\$ 238,793	\$ 238,142	\$ 242,459	\$ 364,745	\$ 371,939	50.44%	1.97%
Personnel Benefits	59,299	90,969	98,846	97,891	144,782	152,291	47.90%	5.19%
Supplies	9,579	21,725	13,378	14,500	14,500	14,500	0.00%	0.00%
Services	53,927	72,765	67,374	70,500	105,000	105,000	48.94%	0.00%
Expenditure Total	\$ 289,759	\$ 424,253	\$ 417,740	\$ 425,350	\$ 629,026	\$ 643,731	47.88%	2.34%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

<i>Mayor's Office - Communications</i>							
Position Description	2016 FTE	2017 FTE	2017 Budgeted		2018 FTE	2018 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Communications Program Manager	1	1	\$ 115,255	\$ 46,678	1	\$ 117,560	\$ 49,167
Community Engagement Manager	0	1	110,076	38,752	1	112,278	40,615
Admin Support Coordinator - Comm	2	2	134,413	58,997	2	137,101	62,155
Extra Labor			5,000	355		5,000	355
Department Total	3	4	\$ 364,745	\$ 144,782	4	\$ 371,939	\$ 152,291

Expenditure Detail - Supplies, Services, and Other

Professional services and contracts in the Communication division include travel, advertising, equipment replacement and O&M charges, membership, and registrations, among others.

Mayor - Communication						
Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
000.03.518.110.31.00 Supplies - Office & Operating	\$ 8,238	\$ 9,038	\$ 8,681	\$ 9,000	\$ 9,000	\$ 9,000
000.03.518.110.35.00 Small Tools & Minor Equipment - Video equipment, etc	1,341	12,687	4,697	5,500	5,500	5,500
Total Supplies	9,579	21,725	13,378	14,500	14,500	14,500
000.03.518.110.41.00 Prof Svcs - Website assistance	26,152	35,032	2,500	2,500	35,000	35,000
000.03.518.110.42.00 Communication - Postage, translation, banners, etc	1,924	5,922	35,000	40,000	40,000	40,000
000.03.518.110.43.00 Travel -Mileage, parking, other travel for events	1,774	3,432	3,259	2,000	4,000	4,000
000.03.518.110.44.00 Advertising - Tukwila Reporter	-	-	5,000	5,000	5,000	5,000
000.03.518.110.45.00 Rental - Video equipment	2,302	3,916	3,965	4,000	4,000	4,000
000.03.518.110.48.00 R&M - Misc equipment as needed	4,457	-	2,000	2,000	2,000	2,000
000.03.518.110.49.00 Misc - Memberships, training and workshops	17,318	18,745	5,000	5,000	5,000	5,000
000.03.518.110.49.01 Misc - Memberships, dues and subscriptions	-	125	2,650	1,500	8,000	8,000
000.03.518.110.49.03 Misc - Printing and Binding	-	5,442	6,000	6,500	-	-
000.03.518.110.49.05 Misc - Registrations	-	150	2,000	2,000	2,000	2,000
Total Services	53,927	72,765	67,374	70,500	105,000	105,000
Total Supplies, Services and Other	\$ 63,506	\$ 94,490	\$ 80,752	\$ 85,000	\$ 119,500	\$ 119,500

DEPARTMENT: Mayor (03)
FUND: General
RESPONSIBLE MANAGER: Rachel Turpin

DIVISION: Attorney
FUND NUMBER: 000
POSITION: Contract City Attorney

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.

Expenditure Summary

<i>Mayor - Attorney (Contracted)</i>								
Expenditures By Type	Actual		Projected 2016	Budget			2016-17 % Chg	2017-18 % Chg
	2014	2015		2016	2017	2018		
Salaries & Wages	\$ 3,261	\$ 2,358	\$ 1,302	\$ -	\$ 5,000	\$ 5,000	-	0.00%
Personnel Benefits	405	210	201	-	455	455	-	0.00%
Supplies	4,193	5,527	3,830	3,100	6,000	6,000	93.55%	0.00%
Services	508,049	583,345	595,482	775,318	705,500	721,730	-9.01%	2.30%
Expenditure Total	\$ 515,908	\$ 591,440	\$ 600,814	\$ 778,418	\$ 716,955	\$ 733,185	-7.90%	2.26%

Expenditure Detail - Supplies, Services, and Other

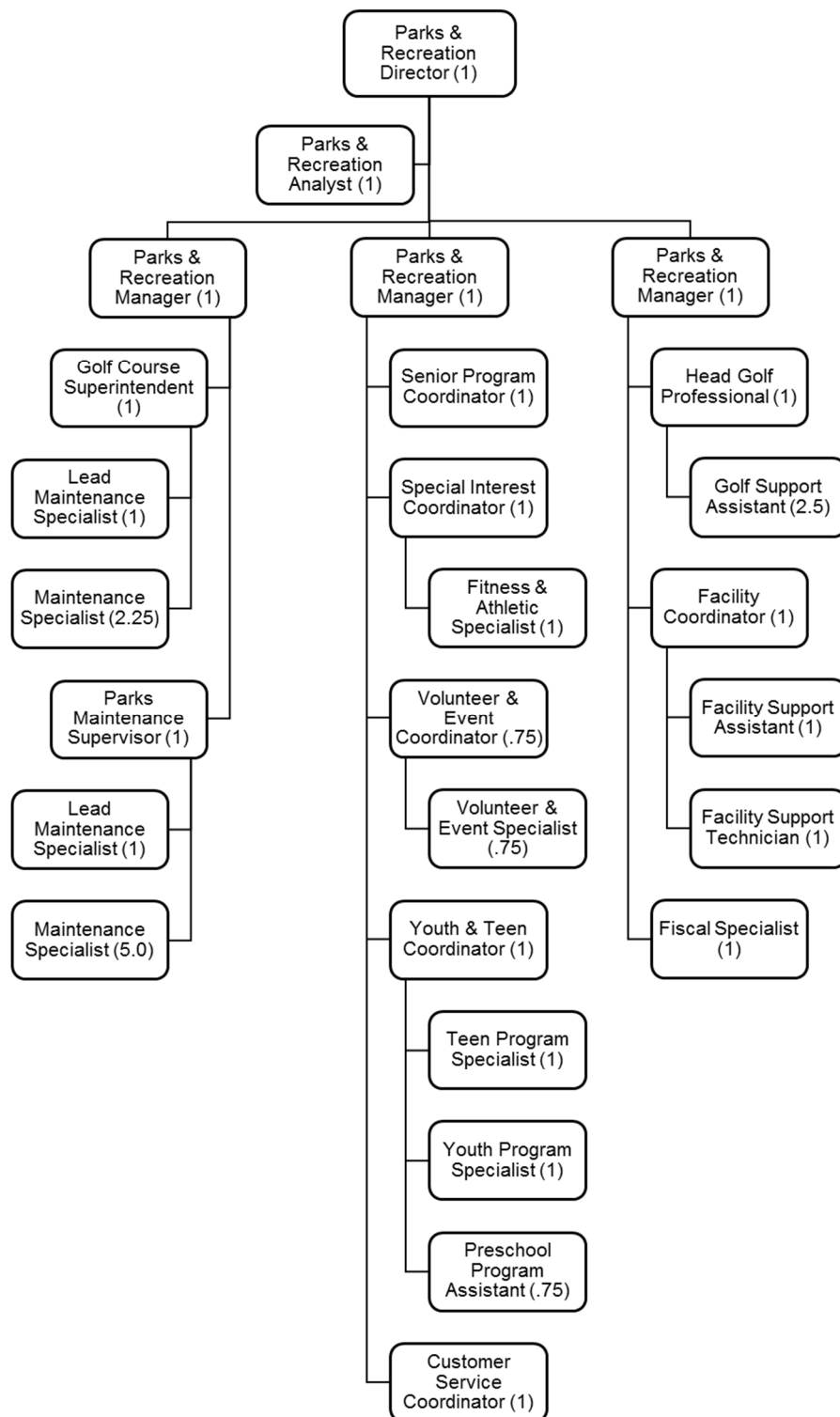
Supplies include office supplies. Services include instructor fees, travel, equipment replacement and O&M charges, membership, and registrations, among others.

<i>Mayor - Attorney (Contracted)</i>						
Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
000.06.515.300.31.00 Supplies - Office	\$ 4,193	\$ 5,527	\$ 3,830	\$ 3,100	\$ 6,000	\$ 6,000
Total Supplies	4,193	5,527	3,830	3,100	6,000	6,000
000.06.515.300.41.00 Prof Svcs - Public Records Request initiative, courier and other services	2,030	27,651	77,649	92,000	10,000	10,000
000.06.515.300.41.01 Prof Svcs - Contracted attorney services	318,907	324,210	263,185	350,406	361,000	371,830
000.06.515.300.41.02 Prof Svcs - Prosecution services	119,603	150,876	133,689	121,412	180,000	185,400
000.06.515.300.41.03 Prof Svcs - Special matters	67,622	80,551	116,459	205,000	150,000	150,000
000.06.515.300.42.00 Communication	-	-	-	2,000	-	-
000.06.515.300.45.00 Rental - Water cooler rental	-	-	2,100	2,100	2,100	2,100
000.06.515.300.48.00 R&M - Copier maintenance and repairs	-	-	1,400	1,400	1,400	1,400
000.06.515.300.49.00 Misc - Printing of specialized forms and other misc. expenses	(113)	57	999	1,000	1,000	1,000
Total Services	508,049	583,345	595,482	775,318	705,500	721,730
Total Supplies, Services and Other	\$ 512,242	\$ 588,872	\$ 599,312	\$ 778,418	\$ 711,500	\$ 727,730



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Parks & Recreation



DEPARTMENT: Recreation (07)**FUND:** General**RESPONSIBLE MANAGER:** Rick Still**FUND NUMBER:** 000**POSITION:** Director

Description

The mission of the Parks and Recreation Department is to enhance the quality of life for residents, businesses and visitors through quality recreational opportunities, services, and facilities.

2015-2016 Accomplishments

- ◆ Parks, Recreation and Open Space (PROS) Plan adopted by City Council. **Strategic Goals 1, 2, 3, 4, and 5.**
- ◆ Duwamish Hill Preserve Phase 2 Design & Development Grants Awarded and design completed.
- ◆ Expansion of Trail property acquired near 112th. **Strategic Goal 1.**
- ◆ Added student positions to Park and Arts Commissions. **Strategic Goal 1.**
- ◆ Reorganization of Department management structure. **Strategic Goal 4.**

2017-2018 Outcome Goals

- ◆ Expand recreation program opportunities in Tukwila neighborhoods. **Strategic Goals 2 and 5. PROS Plan Goals 1, 2, & 3.**
- ◆ Finalize Tukwila Parks, Trails, and Open Space System-wide Resource Management Plan for Park Maintenance. **Strategic Goals 4 and 5. PROS Plan Goals 4 & 5.**
- ◆ Complete development of Phase 2 at Duwamish Hill Preserve. **Strategic Goals 2 and 5. PROS Plan Goals 1, 2, 3, 4, & 5.**
- ◆ Expand relationships with the business community and regional organizations aligned with the City's values. **Strategic Goals 2 and 3. PROS Plan Goals 2, 3, & 4.**
- ◆ Implement Healthy Tukwila policies and initiatives. **Strategic Goals 2 and 5. PROS Plan Goals 3 & 5.**

2017-2018 Indicators of Success

- ◆ Recreation programs offered at various locations throughout the City.
- ◆ Consistent maintenance and improved efficiencies in implementing the respective service level at each park.
- ◆ Expanded cultural and learning opportunities at the Duwamish Hill Preserve.
- ◆ Business participation in programs and events.
- ◆ Community improved awareness regarding being active and eating well.

Budget Change Discussion

Salaries & Benefits. COLA increases were applied to salaries, and benefits were adjusted to account for changes in healthcare and retirement. Additionally, there were reclassifications of certain positions, and an increase in extra labor for programs and services.

Supplies. Were adjusted to capture costs required to provide the same level of service for programs.

Services. Budget of \$100,000 for the REACH after school program was transferred from the Mayor's department to Recreation. This affected several line items. Additionally, budget for utilities was increased to bring budget in line with actual costs as well as adjustments to budget for repair & replacement of equipment.

Capital. The capital budget was increased on a one-time basis by \$100,000 for the replacement of the Class system. The project is expected to be completed in 2017.

Expenditure Summary

Parks & Recreation								
Expenditures By Program	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% Chg	% Chg
Administration	\$ 354,367	\$ 324,592	\$ 287,080	\$ 377,561	\$ 481,513	\$ 390,200	27.53%	-18.96%
Recreation Administration	1,977,931	1,589,867	1,618,027	1,427,528	462,343	444,907	-67.61%	-3.77%
Preschool Program	-	-	-	-	79,775	80,729	0.00%	1.19%
Youth Programs	-	-	-	-	564,783	572,710	0.00%	1.40%
Teen Programs	-	-	-	-	201,780	205,557	0.00%	1.87%
Youth Wellness & Enrichment	-	-	-	-	148,978	152,176	0.00%	2.15%
Adult Wellness & Enrichment	-	-	-	-	215,045	219,197	0.00%	1.93%
Senior Adult Programs	-	-	-	-	176,286	180,186	0.00%	2.21%
Community Events & Volunteers	317,993	289,808	295,308	331,788	281,661	286,272	-15.11%	1.64%
Planning & Business Operations	-	-	-	-	460,560	472,355	0.00%	2.56%
Rental Operations	-	666,457	696,619	715,047	311,967	317,890	-56.37%	1.90%
Parks Maintenance	1,138,319	1,367,462	1,392,460	1,482,251	1,418,761	1,459,099	-4.28%	2.84%
Department Total	\$ 3,788,610	\$ 4,238,185	\$ 4,289,494	\$ 4,334,175	\$ 4,803,452	\$ 4,781,278	10.83%	-0.46%

Parks & Recreation								
Expenditures By Type	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% Chg	% Chg
Salaries & Wages	\$ 2,121,704	\$ 2,345,940	\$ 2,271,267	\$ 2,330,890	\$ 2,536,024	\$ 2,566,901	8.80%	1.22%
Personnel Benefits	730,198	863,483	907,415	890,963	995,870	1,044,419	11.77%	4.88%
Supplies	203,067	215,290	193,412	158,353	220,286	211,367	39.11%	-4.05%
Services	709,641	802,693	917,399	923,969	921,272	928,591	-0.29%	0.79%
Intergovt. Svcs & Taxes	24,001	-	-	-	-	-	0.00%	0.00%
Capital Outlays	-	10,779	-	30,000	130,000	30,000	333.33%	-76.92%
Department Total	\$ 3,788,610	\$ 4,238,185	\$ 4,289,494	\$ 4,334,175	\$ 4,803,452	\$ 4,781,278	10.83%	-0.46%

Expenditure Detail - Salaries & Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contractual agreements.

<i>Parks & Recreation</i>							
Position	2016 FTE	2017 FTE	2017 Budget		2018 FTE	2018 Budget	
			Salaries	Benefits		Salaries	Benefits
Parks & Recreation Director	1	1	\$ 150,964	\$ 52,431	1	\$ 153,983	\$ 55,037
Parks & Recreation Analyst	1	1	97,230	27,353	1	99,175	28,470
Parks & Recreation Manager	2	2	213,660	84,501	2	217,933	88,845
Recreation Program Coordinator	5	5.75	475,146	239,632	5.75	484,649	253,652
Facility Support Technician	1	1	63,634	30,645	1	64,907	32,431
Recreation Program Specialist	3	3.75	250,174	127,140	3.75	255,177	134,596
Recreation Program Assistant	0.5	0.75	37,245	7,959	0.75	37,990	8,167
Fiscal Specialist	1	1	66,920	37,235	1	68,258	39,436
Admin Support Coordinator	1	0	-	-	0	-	-
Admin Support Assistant	1	1	45,684	17,388	1	46,598	18,258
Parks & Recreation Manager	1	1	106,292	47,539	1	108,418	50,166
Parks Supervisor	1	1	80,151	42,285	1	81,754	44,795
Lead Maint Specialist	1	1	64,338	39,106	1	65,624	41,561
Maint Specialist Parks	5.5	5	327,627	141,640	5	334,180	149,453
Extra Labor			550,643	98,623		541,939	97,116
Overtime			6,316	484		6,316	484
Clothing Allowance			-	1,910		-	1,950
Total	25.0	25.25	\$ 2,536,024	\$ 995,870	25.25	\$ 2,566,901	\$ 1,044,419

Expenditure Detail - Supplies, Services and Other

Supplies include office and operating supplies, resale items for programs, and small tools. Services include professional services, travel, operating leases, equipment rental and replacement costs, utilities and repair & maintenance, among others. Intergovernmental includes pass-through grant funds.

Parks & Recreation						
Expenditures	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
Salaries	\$ 1,751,864	\$ 1,881,618	\$ 1,804,329	\$ 1,944,454	\$ 1,979,065	\$ 2,018,646
Extra Labor	351,441	452,633	455,878	383,041	550,643	541,939
Overtime	18,399	11,690	11,060	3,395	6,316	6,316
FICA	159,399	175,917	176,908	162,759	191,791	194,081
Pension	171,533	203,707	226,880	212,714	237,603	242,355
Industrial Insurance	65,451	92,022	82,146	69,965	108,631	113,374
Healthcare	332,836	391,384	419,470	443,500	455,935	492,659
Unemployment	(9)	(568)	-	-	-	-
Clothing Allowance	988	1,021	2,011	2,025	1,910	1,950
Total Salaries & Benefits	2,851,902	3,209,423	3,178,682	3,221,853	3,531,894	3,611,320
Supplies	164,180	180,538	178,644	142,425	179,786	173,367
Resale	32,850	31,681	13,454	14,428	22,000	22,000
Small tools	6,037	3,072	1,315	1,500	18,500	16,000
Total Supplies	203,067	215,290	193,412	158,353	220,286	211,367
Professional services	165,571	195,273	220,368	214,428	269,680	260,500
Communication	12,044	8,186	14,935	12,680	12,150	12,150
Travel	3,657	5,461	9,968	8,450	8,950	8,950
Advertising	14,415	17,547	25,872	27,000	22,500	22,500
Operating rentals	147,000	172,615	182,115	188,643	150,582	152,466
Insurance	-	-	-	-	-	-
Utilities	243,701	258,210	316,019	306,540	290,610	302,725
Repair and maintenance	44,437	36,544	57,944	65,450	53,400	55,900
Miscellaneous	78,816	108,857	90,178	100,778	113,400	113,400
Total Services	709,641	802,693	917,399	923,969	921,272	928,591
Pass Through	24,001	-	-	-	-	-
Capital	-	10,779	-	30,000	130,000	30,000
Total Other	24,001	10,779	-	30,000	130,000	30,000
Total Parks and Recreation	\$ 3,788,610	\$ 4,238,185	\$ 4,289,494	\$ 4,334,175	\$ 4,803,452	\$ 4,781,278

DEPARTMENT: Recreation (07)**FUND:** General**RESPONSIBLE MANAGER:** Rick Still**DIVISION:** Administration**FUND NUMBER:** 000**POSITION:** Director**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, 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 Arts Commission, Park Commission, Library Advisory Board, and the Sister City Committee.

Expenditure Summary

<i>Parks & Recreation - Administration</i>								
Expenditures	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% Chg	% Chg
Salaries & Wages	\$ 240,618	\$ 219,560	\$ 201,483	\$ 246,523	\$ 253,658	\$ 258,622	2.89%	1.96%
Personnel Benefits	72,949	73,011	72,498	82,071	80,688	84,411	-1.69%	4.61%
Supplies	5,977	5,868	3,278	5,917	5,917	5,917	0.00%	0.00%
Services	34,824	15,375	9,820	13,050	11,250	11,250	-13.79%	0.00%
Capital Outlays	-	10,779	-	30,000	130,000	30,000	333.33%	-76.92%
Expenditure Total	\$ 354,367	\$ 324,592	\$ 287,080	\$ 377,561	\$ 481,513	\$ 390,200	27.53%	-18.96%

Expenditure Detail - Salaries & Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contractual agreements.

<i>Parks & Recreation - Administration</i>							
Position	2016	2017	2017 Budget		2018	2018 Budget	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
Parks & Recreation Director	1	1	\$ 150,964	\$ 52,431	1	\$ 153,983	\$ 55,037
Parks & Recreation Analyst	1	1	97,230	27,353	1	99,175	28,470
Extra Labor			5,000	868		5,000	868
Overtime			464	36		464	36
Total Administration	2	2	\$ 253,658	\$ 80,688	2	\$ 258,622	\$ 84,411

Expenditure Detail - Supplies, Services and Other

Supplies include miscellaneous office supplies. Services include professional services, travel, operating leases, equipment rental and replacement costs and repair & maintenance, among others.

Parks and Recreation - Administration							
Account Number	Actual		Projected 2016	Budget			
	2014	2015		2016	2017	2018	
000.07.571.100.31.00 Supplies - Office	\$ 5,977	\$ 5,868	\$ 3,278	\$ 5,917	\$ 5,917	\$ 5,917	
Total Supplies	5,977	5,868	3,278	5,917	5,917	5,917	
000.07.571.100.41.00 Prof Svcs - Park consultant for planning services and expertise	18,168	6,605	1,353	2,500	2,500	2,500	
000.07.571.100.42.00 Communication - Telephone services including land lines, cell phones, fax, internet	1,968	1,987	1,210	1,800	-	-	
000.07.571.100.43.00 Travel - Meals, lodging, parking, mileage for WRPA, NRPA conferences, and various retreats, training, etc	142	898	1,750	2,500	2,500	2,500	
000.07.571.100.45.00 Operating Rentals	2,574	2,550	1,062	-	-	-	
000.07.571.100.48.00 R&M - Equipment repairs and maintenance	4,723	-	2,000	2,000	2,000	2,000	
000.07.571.100.49.00 Misc - NRPA, WRPA memberships, conference registrations, forums, retreats	7,248	3,336	2,195	4,000	4,000	4,000	
000.07.571.100.49.10 Misc - Blood Borne Pathogen testing and immunizations	-	-	250	250	250	250	
Total Services	34,824	15,375	9,820	13,050	11,250	11,250	
000.07.594.730.64.00 Capital - Machinery and Equipment	-	-	-	30,000	130,000	30,000	
000.07.594.750.64.02 Capital - Replacement Equipment	-	10,779	-	-	-	-	
Total Other	-	10,779	-	30,000	130,000	30,000	
Total Supplies, Services and Other	\$ 40,801	\$ 32,022	\$ 13,099	\$ 48,967	\$ 147,167	\$ 47,167	

DEPARTMENT: Recreation (07)**FUND:** General**RESPONSIBLE MANAGER:** Rick Still**DIVISION:** Recreation Administration**FUND NUMBER:** 000**POSITION:** Director**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 full and part-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.

Expenditure Summary

<i>Parks & Recreation - Recreation Administration</i>								
Expenditures	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% Chg	% Chg
Salaries & Wages	\$ 1,193,681	\$ 999,224	\$ 1,001,925	\$ 878,290	\$ 263,828	\$ 258,996	-69.96%	-1.83%
Personnel Benefits	417,476	336,257	363,312	305,781	95,016	98,011	-68.93%	3.15%
Supplies	125,548	78,228	83,500	73,271	38,919	32,500	-46.88%	-16.49%
Services	217,225	176,158	169,291	170,186	64,580	55,400	-62.05%	-14.21%
Intergovt. Services & Taxes	24,001	-	-	-	-	-	0.00%	0.00%
Expenditure Total	\$ 1,977,931	\$ 1,589,867	\$ 1,618,027	\$ 1,427,528	\$ 462,343	\$ 444,907	-67.61%	-3.77%

Expenditure Detail - Salaries & Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contractual agreements.

<i>Parks & Recreation - Recreation Administration</i>							
Position	2016	2017	2017 Budget		2018	2018 Budget	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
Parks & Recreation Manager	1	1	\$ 106,590	\$ 39,285	1	\$ 108,721	\$ 41,249
Recreation Program Coordinator	3	1	87,018	43,570	1	88,759	46,108
Recreation Program Specialist	3	0	-	-	0	-	-
Extra Labor			70,220	12,161		61,516	10,654
Total Recreation Administration	7	2	\$ 263,828	\$ 95,016	2	\$ 258,996	\$ 98,011

Expenditure Detail - Supplies, Services and Other

Supplies include miscellaneous office supplies. Services include professional services, travel, operating leases, equipment rental and replacement costs and repair & maintenance, among others. Intergovernmental includes pass-through grant funds.

Parks & Recreation - Recreation Administration							
Account Number	Actual		Projected	Budget			
	2014	2015	2016	2016	2017	2018	
000.07.571.200.31.00 Supplies - PICH	\$ 16,292	\$ 8,719	\$ 6,508	\$ 2,200	\$ 6,419	\$ -	
000.07.571.200.31.01 Supplies - Athletic Programs	18,215	6,199	1,921	4,175	-	-	
000.07.571.200.31.02 Supplies - Senior Programs	3,442	5,434	4,062	4,400	-	-	
000.07.571.200.31.03 Supplies - Summer playground & rec time	3,096	1,547	2,331	2,850	-	-	
000.07.571.200.31.04 Supplies - Front Desk	5,036	2,412	3,354	5,955	6,000	6,000	
000.07.571.200.31.05 Supplies - Youth programs & camps	14,045	14,876	19,118	15,124	-	-	
000.07.571.200.31.06 Supplies - Office	19,282	6,596	8,847	2,360	15,500	15,500	
000.07.571.200.31.07 Supplies - Preschool program	-	9,399	10,789	8,200	-	-	
000.07.571.200.31.09 Supplies - Teen Program	9,043	6,727	6,813	7,095	-	-	
000.07.571.200.31.13 Supplies - Youth Sports	4,247	6,562	6,303	6,484	-	-	
000.07.571.200.34.02 Resale - Senior Program	10,308	9,757	13,454	14,428	-	-	
000.07.571.200.35.00 Small Tools	-	-	-	-	11,000	11,000	
000.07.571.200.34.03 Resale - Rental Services/Supplies	22,542	(0)	-	-	-	-	
Total Supplies	125,548	78,228	83,500	73,271	38,919	32,500	
000.07.571.200.41.00 Prof Svcs - PICH	-	-	1,185	3,000	9,180	-	
000.07.571.200.41.01 Prof Svcs - Class instruction	34,648	51,304	54,751	43,958	-	-	
000.07.571.200.41.02 Prof Svcs - Senior program instructors and performers	10,451	15,512	12,766	9,110	-	-	
000.07.571.200.41.04 Prof Svcs - Mailing bureau, etc	12,228	11,143	5,865	8,800	13,750	13,750	
000.07.571.200.41.05 Prof Svcs - Bus rental and entertainment for Summer day camps	13,565	14,346	19,422	19,620	-	-	
000.07.571.200.41.07 Prof Svcs - Misc Prof Svcs	-	-	81	1,000	-	-	
000.07.571.200.41.09 Prof Svcs - Teen program entertainment, DJ services	3,548	3,365	2,526	5,400	-	-	
000.07.571.200.41.13 Prof Svcs - Youth sports instructors	1,900	1,150	6,090	6,090	-	-	
000.07.571.200.42.01 Communication - Postage for quarterly brochure	5,990	1,418	2,312	1,800	1,350	1,350	
000.07.571.200.42.02 Communication - Cell phones and cable	3,351	1,191	623	-	1,500	1,500	
000.07.571.200.43.00 Travel - Meals, mileage, parking, lodging for conferences and retreats	547	298	2,576	1,760	1,800	1,800	
000.07.571.200.43.01 Travel - Senior trip meals and parking	2,570	2,605	3,021	1,400	-	-	
000.07.571.200.43.05 Travel - Summer camps/special events parking	148	146	168	150	-	-	
000.07.571.200.44.00 Advertising - job announcements, Rec program ads	5,588	1,015	7,289	7,750	4,800	4,800	
000.07.571.200.45.00 Rental - Equipment	415	300	-	-	-	-	

Parks & Recreation - Recreation Administration (Continued)							
Account Number		Actual		Projected	Budget		
		2014	2015	2016	2016	2017	2018
000.07.571.200.45.01	Rental - Athletic programs	2,121	-	-	-	-	-
000.07.571.200.45.04	Rental - Misc. rentals for general programs	525	39	16	-	-	-
000.07.571.200.45.05	Rental - Summer camp/special event movie rentals, portable toilets, misc.	118	-	150	150	-	-
000.07.571.200.45.06	Rental - Office	36	39	16	-	-	-
000.07.571.200.45.08	Rental - Table and chair rentals for community center	292	-	-	-	-	-
000.07.571.200.45.09	Rental - Teen program monthly movie rentals	105	105	153	200	-	-
000.07.571.200.45.94	Rental - Equipment Replacement Fund	4,134	-	-	-	-	-
000.07.571.200.45.95	Rental - Equipment Rental O & M	28,201	-	-	-	-	-
000.07.571.200.48.01	R&M - Fitness room and misc. equipment repairs	6,996	-	-	-	-	-
000.07.571.200.48.02	R&M - CLASS maintenance agreement, phone line, fax, copier repairs	11,073	-	-	-	-	-
000.07.571.200.48.03	R&M - Damaged equipment replacements	1,960	-	-	-	-	-
000.07.571.200.49.00	Misc -	-	-	648	4,000	-	-
000.07.571.200.49.01	Misc - Printing of recreation guides, misc. printing/letterhead	16,259	32,350	18,774	25,000	24,000	24,000
000.07.571.200.49.02	Misc - Memberships, misc.	7,683	5,199	4,628	6,212	6,200	6,200
000.07.571.200.49.04	Misc - Senior trip admissions	6,824	11,597	8,084	7,250	-	-
000.07.571.200.49.05	Misc - Youth field trip admissions	12,602	14,293	11,501	10,680	-	-
000.07.571.200.49.08	Misc - Special Accomodations	-	2,000	2,000	2,000	2,000	2,000
000.07.571.200.49.09	Misc - Teen camps, teen day trips admissions	6,020	5,136	4,644	4,856	-	-
000.07.571.200.49.18	Misc - ADA services and PPI credit card fees	17,326	1,605	-	-	-	-
Total Services		217,225	176,158	169,291	170,186	64,580	55,400
000.07.571.200.52.00	Intergovt - Pass through grant to MPD	24,001	-	-	-	-	-
Total Intergovernmental		24,001	-	-	-	-	-
Total Supplies, Services and Other		\$ 366,774	\$ 254,386	\$ 252,790	\$ 243,457	\$ 103,499	\$ 87,900

DEPARTMENT: Recreation (07)**FUND:** General**RESPONSIBLE MANAGER:** Rick Still**DIVISION:** Preschool Program**FUND NUMBER:** 000**POSITION:** Director**Description**

The mission of the Preschool Program is to empower children to think, explore & navigate the journey of learning.

Expenditure Summary

<i>Parks & Recreation - Preschool Program</i>								
Object Description	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	%Chg	%Chg
Salaries & Wages	\$ -	\$ -	\$ -	\$ -	\$ 58,145	\$ 58,890	0.00%	1.28%
Personnel Benefits	-	-	-	-	11,530	11,738	0.00%	1.81%
Supplies	-	-	-	-	8,600	8,600	0.00%	0.00%
Services	-	-	-	-	1,500	1,500	0.00%	0.00%
Expenditure Total	\$ -	\$ -	\$ -	\$ -	\$ 79,775	\$ 80,729	0.00%	1.19%

Expenditure Detail - Salaries & Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contractual agreements.

<i>Parks & Recreation - Preschool Program</i>							
Position	2016	2017	2017 Budget		2018	2018 Budget	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
Recreation Program Assistant	0.5	0.75	\$ 37,245	\$ 7,959	0.75	\$ 37,990	\$ 8,167
Extra Labor			20,900	3,571		20,900	3,571
Total Preschool Program	0.5	0.75	\$ 58,145	\$ 11,530	0.75	\$ 58,890	\$ 11,738

Expenditure Detail - Supplies, Services and Other

Supplies include miscellaneous office and operating supplies. Services include professional services for various special events, advertising, rental, and printing for various programs, travel, and memberships, among others.

<i>Parks & Recreation - Preschool Program</i>						
Account Number	Actual		Projected	Budget		
	2014	2015	2016	2016	2017	2018
000.07.571.201.31.00 Supplies - Office & Operating	\$ -	\$ -	\$ -	\$ -	\$ 8,600	\$ 8,600
Total Supplies	-	-	-	-	8,600	8,600
000.07.571.201.41.00 Prof Svcs - Entertainment	-	-	-	-	1,000	1,000
000.07.571.201.49.00 Misc - Memberships, training	-	-	-	-	500	500
Total Services	-	-	-	-	1,500	1,500
Total Supplies, Services and Other	\$ -	\$ -	\$ -	\$ -	\$ 10,100	\$ 10,100

DEPARTMENT: Recreation (07)**FUND:** General**RESPONSIBLE MANAGER:** Rick Still**DIVISION:** Youth Programs**FUND NUMBER:** 000**POSITION:** Director**Description**

The mission of the youth programs is to provide youth a foundation for a well-rounded, balanced life by offering activities and programs to build healthy active lifestyles. These programs keep youth busy and safe during out of school hours and foster relationships to last a lifetime.

Expenditure Summary

<i>Parks & Recreation - Youth Programs</i>								
Expenditures	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% Chg	% Chg
Salaries & Wages	\$ -	\$ -	\$ -	\$ -	\$ 378,468	\$ 381,434	0.00%	0.78%
Personnel Benefits	-	-	-	-	125,215	130,177	0.00%	3.96%
Supplies	-	-	-	-	20,600	20,600	0.00%	0.00%
Services	-	-	-	-	40,500	40,500	0.00%	0.00%
Expenditure Total	\$ -	\$ -	\$ -	\$ -	\$ 564,783	\$ 572,710	0.00%	1.40%

Expenditure Detail - Salaries & Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contractual agreements.

<i>Parks & Recreation - Youth Programs</i>							
Position	2016	2017	2017 Budget		2018	2018 Budget	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
Recreation Program Coordinator	0	1	\$ 81,345	\$ 42,438	1	\$ 82,972	\$ 44,951
Recreation Program Specialist	0	1	66,920	39,616	1	68,258	42,065
Extra Labor			230,203	43,161		230,203	43,161
Total Youth Programs	0	2	\$ 378,468	\$ 125,215	2	\$ 381,434	\$ 130,177

Expenditure Detail - Supplies, Services and Other

Supplies include miscellaneous office and operating supplies. Services include professional services for various special events, advertising, rental, and printing for various programs, travel, and memberships, among others.

<i>Parks & Recreation - Youth Programs</i>						
Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
000.07.571.202.31.00 Supplies - Office & Operating	\$ -	\$ -	\$ -	\$ -	\$ 20,600	\$ 20,600
Total Supplies	-	-	-	-	20,600	20,600
000.07.571.202.41.00 Prof Svcs - Bus service, swim lessons, entertainment	-	-	-	-	24,500	24,500
000.07.571.202.49.00 Misc - Trip admissions	-	-	-	-	16,000	16,000
Total Services	-	-	-	-	40,500	40,500
Total Supplies, Services and Other	\$ -	\$ -	\$ -	\$ -	\$ 61,100	\$ 61,100

DEPARTMENT: Recreation (07)**FUND:** General**RESPONSIBLE MANAGER:** Rick Still**DIVISION:** Teen Programs**FUND NUMBER:** 000**POSITION:** Director**Description**

The mission of Teen Programs is to provide social and recreational programs to teens in a safe and positive environment that will enhance personal and social skills, teach responsibility and leadership, and promote a healthy active lifestyle.

Expenditure Summary

<i>Parks & Recreation - Teen Programs</i>								
Expenditures	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	%Chg	%Chg
Salaries & Wages	\$ -	\$ -	\$ -	\$ -	\$ 130,316	\$ 131,646	0.00%	1.02%
Personnel Benefits	-	-	-	-	50,584	53,032	0.00%	4.84%
Supplies	-	-	-	-	7,650	7,650	0.00%	0.00%
Services	-	-	-	-	13,230	13,230	0.00%	0.00%
Expenditure Total	\$ -	\$ -	\$ -	\$ -	\$ 201,780	\$ 205,557	0.00%	1.87%

Expenditure Detail - Salaries & Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contractual agreements.

<i>Parks & Recreation - Teen Programs</i>							
Position	2016	2017	2017 Budget		2018	2018 Budget	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
Recreation Program Specialist	0	1	\$ 66,466	\$ 39,528	1	\$ 67,796	\$ 41,976
Extra Labor			63,850	11,056		63,850	11,057
Total Teen Programs	0	1	\$ 130,316	\$ 50,584	1	\$ 131,646	\$ 53,032

Expenditure Detail - Supplies, Services and Other

Supplies include miscellaneous office and operating supplies. Services include professional services for various special events, advertising, rental, and printing for various programs, travel, and memberships, among others.

<i>Parks & Recreation - Teen Programs</i>							
Account Number	Actual		Projected 2016	Budget			
	2014	2015		2016	2017	2018	
000.07.571.203.31.00 Supplies - Office & Operating	\$ -	\$ -	\$ -	\$ -	\$ 7,650	\$ 7,650	
Total Supplies	-	-	-	-	7,650	7,650	
000.07.571.203.41.00 Prof Svcs - Inflatables, face painters, DJ services	-	-	-	-	5,050	5,050	
000.07.571.203.45.00 Operating Rentals and Leases - Movie rentals	-	-	-	-	180	180	
000.07.571.203.49.00 Misc - Trip admissions	-	-	-	-	8,000	8,000	
Total Services	-	-	-	-	13,230	13,230	
Total Supplies, Services and Other	\$ -	\$ -	\$ -	\$ -	\$ 20,880	\$ 20,880	

DEPARTMENT: Recreation (07)**FUND:** General**RESPONSIBLE MANAGER:** Rick Still**DIVISION:** Youth Wellness & Enrichment**FUND NUMBER:** 000**POSITION:** Director**Description**

The mission of Youth Wellness and Enrichment is to offer youth of all abilities the opportunity to participate in a wide variety of physical exercise, sports and special interest activities.

Expenditure Summary

<i>Parks & Recreation - Youth Wellness & Enrichment</i>								
Expenditures	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	%Chg	%Chg
Salaries & Wages	\$ -	\$ -	\$ -	\$ -	\$ 79,298	\$ 80,629	0.00%	1.68%
Personnel Benefits	-	-	-	-	34,480	36,346	0.00%	5.41%
Supplies	-	-	-	-	5,600	5,600	0.00%	0.00%
Services	-	-	-	-	29,600	29,600	0.00%	0.00%
Expenditure Total	\$ -	\$ -	\$ -	\$ -	\$ 148,978	\$ 152,176	0.00%	2.15%

Expenditure Detail - Salaries & Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contractual agreements.

<i>Parks & Recreation - Youth Wellness & Enrichment</i>							
Position	2016	2017	2017 Budget		2018	2018 Budget	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
Recreation Program Specialist	0	1	\$ 66,598	\$ 32,280	1	\$ 67,929	\$ 34,146
Extra Labor			12,700	2,200		12,700	2,200
Total Youth Wellness & Enrich.	0	1	\$ 79,298	\$ 34,480	1	\$ 80,629	\$ 36,346

Expenditure Detail - Supplies, Services and Other

Supplies include miscellaneous office and operating supplies. Services include professional services for various special events, advertising, rental, and printing for various programs, travel, and memberships, among others.

<i>Parks & Recreation - Youth Wellness & Enrichment</i>							
Account Number	Actual		Projected	Budget			
	2014	2015	2016	2016	2017	2018	
000.07.571.204.31.00 Supplies - Office & Operating	\$ -	\$ -	\$ -	\$ -	\$ 5,600	\$ 5,600	
Total Supplies	-	-	-	-	5,600	5,600	
000.07.571.204.41.00 Prof Svcs - Instructors	-	-	-	-	28,900	28,900	
000.07.571.204.49.00 Misc - Printing, website	-	-	-	-	700	700	
Total Services	-	-	-	-	29,600	29,600	
Total Supplies, Services and Other	\$ -	\$ -	\$ -	\$ -	\$ 35,200	\$ 35,200	

DEPARTMENT: Recreation (07)**FUND:** General**RESPONSIBLE MANAGER:** Rick Still**DIVISION:** Adult Wellness & Enrichment**FUND NUMBER:** 000**POSITION:** Director**Description**

The mission of Adult Wellness and Enrichment is to offer community members and visitors of all abilities the opportunity to participate in a wide variety of physical exercise, sports and special interest activities.

Expenditure Summary

<i>Parks & Recreation - Adult Wellness & Enrichment</i>								
Expenditures	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	%Chg	%Chg
Salaries & Wages	\$ -	\$ -	\$ -	\$ -	\$ 105,942	\$ 107,581	0.00%	1.55%
Personnel Benefits	-	-	-	-	46,603	49,116	0.00%	5.39%
Supplies	-	-	-	-	4,200	4,200	0.00%	0.00%
Services	-	-	-	-	58,300	58,300	0.00%	0.00%
Expenditure Total	\$ -	\$ -	\$ -	\$ -	\$ 215,045	\$ 219,197	0.00%	1.93%

Expenditure Detail - Salaries & Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contractual agreements.

<i>Parks & Recreation - Adult Wellness & Enrichment</i>							
Position	2016	2017	2017 Budget		2018	2018 Budget	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
Recreation Program Coordinator	0	1	\$ 81,942	\$ 42,447	1	\$ 83,581	\$ 44,960
Extra Labor			24,000	4,156		24,000	4,156
Total Adult Wellness & Enrich.	0	1	\$ 105,942	\$ 46,603	1	\$ 107,581	\$ 49,116

Expenditure Detail - Supplies, Services and Other

Supplies include miscellaneous office and operating supplies. Services include professional services for various special events, advertising, rental, and printing for various programs, travel, and memberships, among others.

<i>Parks & Recreation - Adult Wellness & Enrichment</i>							
Account Number	Actual		Projected 2016	Budget			
	2014	2015		2016	2017	2018	
000.07.571.206.31.00 Supplies - Office & Operating	\$ -	\$ -	\$ -	\$ -	\$ 4,200	\$ 4,200	
Total Supplies	-	-	-	-	4,200	4,200	
000.07.571.206.41.00 Prof Svcs - Instructors	-	-	-	-	50,900	50,900	
000.07.571.206.48.00 Repair & Maintenance	-	-	-	-	7,200	7,200	
000.07.571.206.49.00 Misc - Membership	-	-	-	-	200	200	
Total Services	-	-	-	-	58,300	58,300	
Total Supplies, Services and Other	\$ -	\$ -	\$ -	\$ -	\$ 62,500	\$ 62,500	

DEPARTMENT: Recreation (07)**FUND:** General**RESPONSIBLE MANAGER:** Rick Still**DIVISION:** Senior Adult Programs**FUND NUMBER:** 000**POSITION:** Director**Description**

The mission of the Senior Adult Programs division is to promote and provide a variety of recreational, fitness, social, educational and social services for senior adults 50 years of age or older. We collaborate with a variety of agency's which allows our seniors to age in place and remain independent so they can continue to live in the community.

Expenditure Summary

<i>Parks & Recreation - Senior Adult Programs</i>								
Expenditures	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% Chg	% Chg
Salaries & Wages	\$ -	\$ -	\$ -	\$ -	\$ 109,253	\$ 110,898	0.00%	1.51%
Personnel Benefits	-	-	-	-	44,034	46,288	0.00%	5.12%
Supplies	-	-	-	-	3,000	3,000	0.00%	0.00%
Services	-	-	-	-	20,000	20,000	0.00%	0.00%
Expenditure Total	\$ -	\$ -	\$ -	\$ -	\$ 176,286	\$ 180,186	0.00%	2.21%

Expenditure Detail - Salaries & Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contractual agreements.

<i>Parks & Recreation - Senior Adult Programs</i>							
Position	2016	2017	2017 Budget		2018	2018 Budget	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
Recreation Program Coordinator	0	1	\$ 82,253	\$ 39,373	1	\$ 83,898	\$ 41,627
Extra Labor			27,000	4,662		27,000	4,661
Total Senior Adult Programs	0	1	\$ 109,253	\$ 44,034	1	\$ 110,898	\$ 46,288

Expenditure Detail - Supplies, Services and Other

Supplies include miscellaneous office and operating supplies. Services include professional services for various special events, advertising, rental, and printing for various programs, travel, and memberships, among others.

<i>Parks & Recreation - Senior Adult Programs</i>							
Account Number	Actual		Projected 2016	Budget			
	2014	2015		2016	2017	2018	
000.07.571.207.31.00 Supplies - Office & Operating	\$ -	\$ -	\$ -	\$ -	\$ 3,000	\$ 3,000	
Total Supplies	-	-	-	-	3,000	3,000	
000.07.571.207.41.00 Prof Svcs - Instructors	-	-	-	-	5,900	5,900	
000.07.571.207.43.00 Travel - Trip meals, parking	-	-	-	-	2,100	2,100	
000.07.571.207.49.00 Misc - Trip admissions	-	-	-	-	12,000	12,000	
Total Services	-	-	-	-	20,000	20,000	
Total Supplies, Services and Other	\$ -	\$ -	\$ -	\$ -	\$ 23,000	\$ 23,000	

DEPARTMENT: Recreation (07)**FUND:** General**RESPONSIBLE MANAGER:** Rick Still**DIVISION:** Comm. Events & Vol.**FUND NUMBER:** 000**POSITION:** Director**Description**

The mission of the Community Events and Volunteers Division is to promote and provide opportunities for connections between City staff, Tukwila citizens, community organizations and local businesses through the provision of community events and volunteer opportunities.

Expenditure Summary

<i>Parks & Recreation - Community Events & Volunteers</i>								
Expenditures	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% Chg	% Chg
Salaries & Wages	\$ 182,459	\$ 149,882	\$ 150,550	\$ 159,894	\$ 128,904	\$ 131,132	-19.38%	1.73%
Personnel Benefits	61,006	58,116	54,572	62,729	48,007	50,390	-23.47%	4.96%
Supplies	16,520	19,610	17,991	26,215	25,400	25,400	-3.11%	0.00%
Services	58,008	62,199	72,194	82,950	79,350	79,350	-4.34%	0.00%
Expenditure Total	\$ 317,993	\$ 289,808	\$ 295,308	\$ 331,788	\$ 281,661	\$ 286,272	-15.11%	1.64%

Expenditure Detail - Salaries & Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contractual agreements.

<i>Parks & Recreation - Community Events and Volunteers</i>							
Position	2016	2017	2017 Budget		2018	2018 Budget	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
Recreation Program Coordinator	1	0.75	\$ 61,242	\$ 29,476	0.75	\$ 62,467	\$ 31,166
Recreation Program Specialist	1	0.75	50,190	15,716	0.75	51,194	16,409
Extra Labor			15,150	2,637		15,150	2,637
Overtime			2,322	178		2,322	178
Total Comm. Events & Vol.	2.0	1.5	\$ 128,904	\$ 48,007	1.5	\$ 131,132	\$ 50,390

Expenditure Detail - Supplies, Services and Other

Supplies include miscellaneous office and operating supplies. Services include professional services for various special events, advertising, rental, and printing for various programs, travel, and memberships, among others.

<i>Parks & Recreation - Community Events and Volunteers</i>							
Account Number		Actual		Projected	Budget		
		2014	2015	2016	2016	2017	2018
000.07.571.210.31.00	Supplies - Office & Operating	\$ 312	\$ 80	\$ -	\$ -	\$ 25,400	\$ 25,400
000.07.571.210.31.01	Supplies - Operating	13,483	16,074	16,903	21,215	-	-
000.07.571.210.31.02	Supplies - Operating	2,726	3,456	1,088	5,000	-	-
Total Supplies		16,520	19,610	17,991	26,215	25,400	25,400
000.07.571.210.41.00	Prof Svcs - Backyard Wildlife Festival, 4th of July, Kids Festival, Touch A Truck, Misc Prof Svcs	-	-	-	-	58,400	58,400
000.07.571.210.41.01	Prof Svcs - Backyard Wildlife Festival, 4th of July, Kids Festival, Touch A Truck, Misc Prof Svcs	37,358	43,913	45,472	47,500	-	-
000.07.571.210.41.02	Volunteer Prof Svcs	2,282	1,738	1,916	3,500	-	-
000.07.571.210.42.01	Postage - Postage for special mailings	79	-	-	-	-	-
000.07.571.210.42.02	Communication - Phone/Security	656	661	252	500	500	500
000.07.571.210.43.00	Travel - Travel expenses related to professional development and training	24	250	810	900	600	600
000.07.571.210.44.00	Advertising - Special events & the volunteer program	8,827	10,423	11,756	12,000	10,500	10,500
000.07.571.210.45.00	Rental - Backyard Wildlife Festival, 4th of July, concerts and cinema series, Kids Festival, Touch A Truck, misc services	-	-	-	-	6,800	6,800
000.07.571.210.45.01	Rental - Backyard Wildlife Festival, 4th of July, concerts and cinema series, Kids Festival, Touch A Truck, misc services	6,224	4,103	8,748	10,000	-	-
000.07.571.210.45.02	Rental - Volunteer Program equipment	-	-	1,000	1,000	-	-
000.07.571.210.49.01	Misc - Backyard Wildlife Festival, 4th of July, concerts and cinema, Kids Festival, Touch A Truck, Misc printing	447	110	1,558	5,000	1,000	1,000
000.07.571.210.49.02	Misc - ASCAP, professional memberships, registrations, etc.	2,111	1,002	683	2,550	1,550	1,550
Total Services		58,008	62,199	72,194	82,950	79,350	79,350
Total Supplies, Services and Other		\$ 74,528	\$ 81,809	\$ 90,185	\$ 109,165	\$ 104,750	\$ 104,750

DEPARTMENT: Recreation (07)**FUND:** General**RESPONSIBLE MANAGER:** Rick Still**DIVISION:** Planning & Business Operations**FUND NUMBER:** 000**POSITION:** Director**Description**

The mission of the Planning & Business Operations Division is to provide business support for the Department, service repairs to department facilities, and plans and implements various department CIP projects.

Expenditure Summary

<i>Parks & Recreation - Planning & Business Operations</i>								
Expenditures	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% Chg	% Chg
Salaries & Wages	\$ -	\$ -	\$ -	\$ -	\$ 238,088	\$ 242,841	0.00%	2.00%
Personnel Benefits	-	-	-	-	113,362	119,734	0.00%	5.62%
Supplies	-	-	-	-	6,800	6,800	0.00%	0.00%
Services	-	-	-	-	102,310	102,980	0.00%	0.65%
Expenditure Total	\$ -	\$ -	\$ -	\$ -	\$ 460,560	\$ 472,355	0.00%	2.56%

Expenditure Detail - Salaries & Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contractual agreements.

<i>Parks & Recreation - Planning & Business Operations</i>							
Position	2016	2017	2017 Budget		2018	2018 Budget	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
Parks & Recreation Manager	1	1	\$ 107,070	\$ 45,216	1	\$ 109,212	\$ 47,597
Facility Support Technician	1	1	63,634	30,645	1	64,907	32,431
Fiscal Specialist	1	1	66,920	37,235	1	68,258	39,436
Overtime			464	36		464	36
Clothing Allowance			-	230		-	235
Total Planning & Bus. Operations	3	3	\$ 238,088	\$ 113,362	3	\$ 242,841	\$ 119,734

Expenditure Detail - Supplies, Services and Other

Supplies include miscellaneous office and operating supplies. Services include professional services for various special events, advertising, rental, and printing for various programs, travel, and memberships, among others.

<i>Parks & Recreation - Planning & Business Operations</i>							
Account Number	Actual		Projected	Budget			
	2014	2015		2016	2017	2018	
000.07.571.211.31.00 Supplies - Office	\$ -	\$ -	\$ -	\$ -	\$ 6,800	\$ 6,800	
Total Supplies	-	-	-	-	6,800	6,800	
000.07.571.211.41.00 Prof Svcs - Miscellaneous	-	-	-	-	3,000	3,000	
000.07.571.211.42.01 Communication - Postage	-	-	-	-	4,000	4,000	
000.07.571.211.42.02 Communication - Cell Phone and Cable	-	-	-	-	4,800	4,800	
000.07.571.211.43.00 Travel - Meals, mileage, parking, lodging for trainings	-	-	-	-	1,400	1,400	
000.07.571.211.44.00 Advertising -	-	-	-	-	500	500	
000.07.571.211.45.10 Rental - Copier rentals	-	-	-	-	4,500	4,500	
000.07.571.211.45.94 Rental-Equipment Replacement Fund	-	-	-	-	1,591	1,591	
000.07.571.211.45.95 Rental-Equipment Rental O & M	-	-	-	-	33,519	34,189	
000.07.571.211.48.01 R&M - Misc. equipment repairs	-	-	-	-	5,000	5,000	
000.07.571.211.48.02 R&M - Postage maintenance	-	-	-	-	14,700	14,700	
000.07.571.211.49.01 Misc - Printing and binding	-	-	-	-	2,000	2,000	
000.07.571.211.49.02 Misc - Membership and training	-	-	-	-	7,300	7,300	
000.07.571.211.49.08 Misc - ADA services and PPI credit card fees	-	-	-	-	20,000	20,000	
Total Services	-	-	-	-	102,310	102,980	
Total Supplies, Services and Other	\$ -	\$ -	\$ -	\$ -	\$ 109,110	\$ 109,780	

DEPARTMENT: Recreation (07)
FUND: General
RESPONSIBLE MANAGER: Rick Still

DIVISION: Rental Operations
FUND NUMBER: 000
POSITION: Director

Description

The mission of the Rental Operations Division is to promote and schedule use of rental spaces in the Parks and Recreation system. All rental use of the system-wide facilities is coordinated and supervised by the division including the Community Center, picnic shelters, ball fields, and rental services (equipment rental). Fees are collected to offset costs.

Expenditure Summary

<i>Parks & Recreation - Rental Operations</i>								
Expenditures	Actual		Projected 2016	Budget			2016-17 %Chg	2017-18 %Chg
	2014	2015		2016	2017	2018		
Salaries & Wages	\$ -	\$ 361,765	\$ 387,788	\$ 405,243	\$ 189,578	\$ 192,119	-53.22%	1.34%
Personnel Benefits	-	151,528	168,313	167,314	70,464	73,846	-57.89%	4.80%
Supplies	-	60,492	25,572	14,482	32,300	32,300	123.04%	0.00%
Services	-	92,673	114,947	128,008	19,625	19,625	-84.67%	0.00%
Expenditure Total	\$ -	\$ 666,457	\$ 696,619	\$ 715,047	\$ 311,967	\$ 317,890	-56.37%	1.90%

Expenditure Detail - Salaries & Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contractual agreements.

<i>Parks & Recreation - Rental Operations</i>							
Position	2016	2017	2017 Budget		2018	2018 Budget	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
Recreation Prog Coordinator	1	1	\$ 81,345	\$ 42,329	1	\$ 82,972	\$ 44,840
Admin Support Assistant	1	1	45,684	17,388	1	46,598	18,258
Extra Labor			61,620	10,676		61,620	10,676
Overtime			929	71		929	71
Total Rental Operations	2	2	\$ 189,578	\$ 70,464	2	\$ 192,119	\$ 73,846

Expenditure Detail - Supplies, Services and Other

Supplies include miscellaneous office and operating supplies. Services include professional services, rental, travel, and memberships, among others.

Parks & Recreation - Rental Operations						
Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
000.07.571.212.31.01 Supplies - Office	\$ -	\$ 8,769	\$ 12,562	\$ 10,082	\$ 300	\$ 300
000.07.571.212.31.02 Supplies - Facility Rentals	-	23,923	2,222	500	4,000	4,000
000.07.571.212.31.03 Supplies - Maintenance	-	5,875	10,788	3,900	6,000	6,000
000.07.571.212.34.03 Supplies - Rental Service and Supplies	-	21,924	-	-	22,000	22,000
Total Supplies	-	60,492	25,572	14,482	32,300	32,300
000.07.571.212.41.01 Prof Svcs - Miscellaneous	-	-	961	3,550	-	-
000.07.571.212.41.02 Prof Svcs - Cleaning	-	-	675	5,400	5,400	5,400
000.07.571.212.42.01 Communication - Postage	-	356	4,808	4,580	-	-
000.07.571.212.42.02 Communication - Cell Phone and Cable	-	2,572	4,947	4,000	-	-
000.07.571.212.43.00 Travel - Meals, mileage, parking, lodging for trainings	-	1,056	1,324	1,740	325	325
000.07.571.212.44.00 Advertising - BRAVO facility pub, misc.	-	6,108	6,827	7,250	6,700	6,700
000.07.571.212.45.01 Rental - Miscellaneous	-	115	500	500	500	500
000.07.571.212.45.02 Rental - Table and chair rental	-	410	1,115	2,500	1,500	1,500
000.07.571.212.45.10 Rental - Copier rentals	-	3,321	5,884	4,500	-	-
000.07.571.212.45.94 Rental-Equipment Replacement Fund	-	7,844	5,308	7,866	-	-
000.07.571.212.45.95 Rental-Equipment Rental O & M	-	30,248	34,692	34,692	-	-
000.07.571.212.48.01 R&M - Fitness room and misc. equipment repairs	-	7,985	5,790	12,200	-	-
000.07.571.212.48.02 R&M - CLASS maintenance agreement, phone line, copier rentals	-	7,382	9,004	12,750	-	-
000.07.571.212.48.03 R&M - Damaged equipment replacements	-	142	1,496	1,500	1,500	1,500
000.07.571.212.49.01 Misc - Printing and binding	-	414	1,389	5,000	2,000	2,000
000.07.571.212.49.02 Misc - Membership and training	-	6,724	3,837	4,890	1,700	1,700
000.07.571.212.49.10 Misc - User license	-	-	2,000	2,000	-	-
000.07.571.212.49.18 Misc - ADA services and PPI credit card fees	-	17,995	24,389	13,090	-	-
Total Services	-	92,673	114,947	128,008	19,625	19,625
Total Supplies, Services and Other	\$ -	\$ 153,165	\$ 140,518	\$ 142,490	\$ 51,925	\$ 51,925

DEPARTMENT: Parks (15)**FUND:** General**RESPONSIBLE MANAGER:** Rick Still**DIVISION:** Parks Maintenance**FUND NUMBER:** 000**POSITION:** Director**Description**

The Tukwila Parks, Trails and Open Space system is comprised of 159 acres of green space, including Fort Dent Park (home of Starfire Sports Complex and the Seattle Sounders FC), Duwamish Hill Preserve, the Tukwila Community Center, 11 neighborhood parks, 3 mini parks, 4 Fire Stations, City Hall grounds, a Skate Park, Spray Park, a Japanese Garden, 15 neighborhood foot trails and 11 miles of 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 equipment.

Expenditure Summary

<i>Parks & Recreation - Parks Maintenance</i>								
Expenditures	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	%Chg	%Chg
Salaries & Wages	\$ 504,947	\$ 615,509	\$ 529,521	\$ 640,940	\$ 600,545	\$ 612,113	-6.30%	1.93%
Personnel Benefits	178,767	244,572	248,720	273,068	275,889	291,330	1.03%	5.60%
Supplies	55,021	51,093	63,072	38,468	61,300	58,800	59.35%	-4.08%
Services	399,584	456,288	551,147	529,775	481,027	496,856	-9.20%	3.29%
Expenditure Total	\$ 1,138,319	\$ 1,367,462	\$ 1,392,460	\$ 1,482,251	\$ 1,418,761	\$ 1,459,099	-4.28%	2.84%

Expenditure Detail - Salaries & Benefits

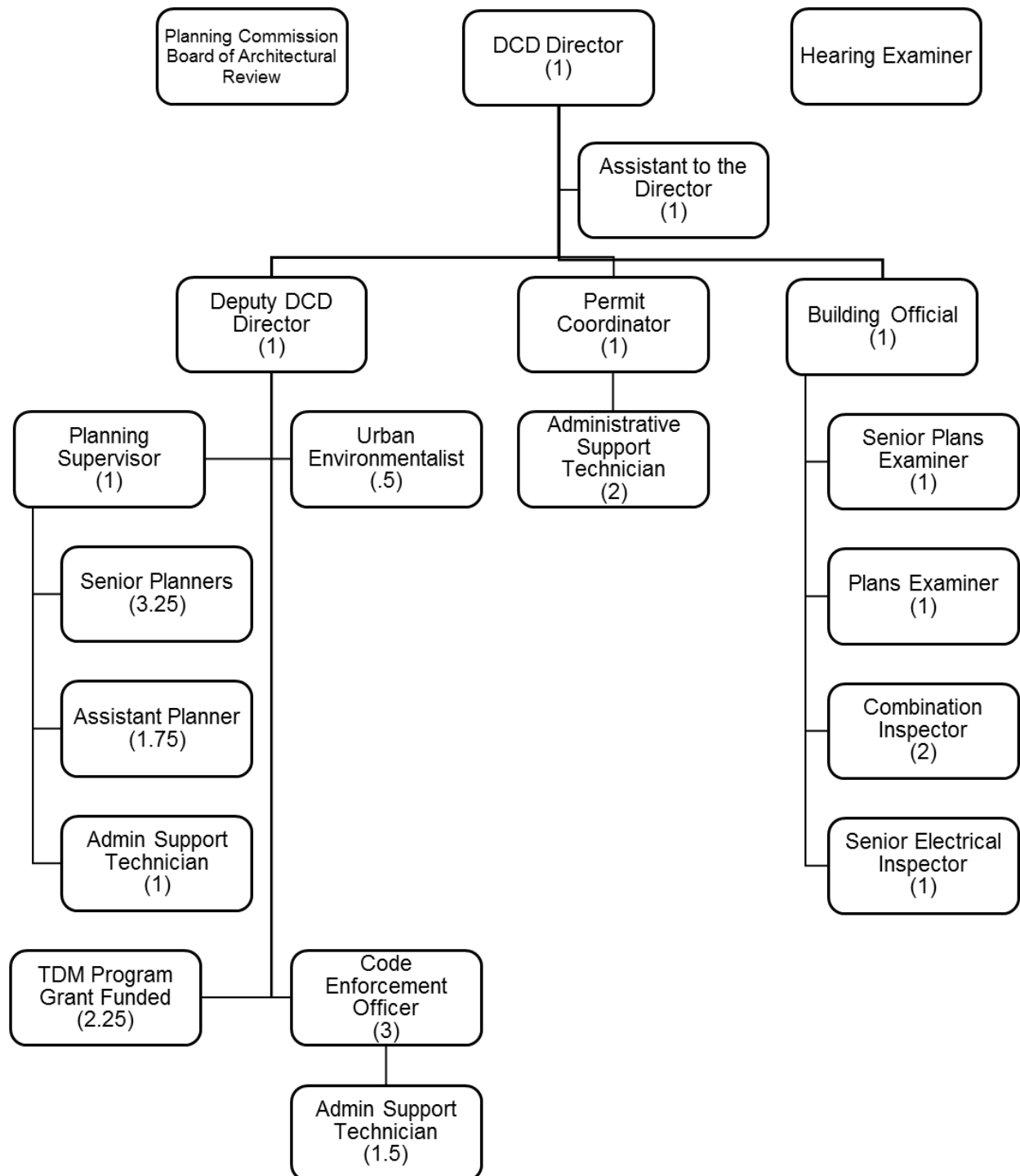
Salaries are based on actual costs for existing positions and include a cost of living adjustment per contractual agreements.

<i>Parks & Recreation - Parks Maintenance</i>							
Position	2016	2017	2017 Budget		2018	2018 Budget	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
Parks & Recreation Manager	1	1	\$ 106,292	\$ 47,539	1	\$ 108,418	\$ 50,166
Parks Supervisor	1	1	80,151	42,285	1	81,754	44,795
Lead Maint Specialist	1	1	64,338	39,106	1	65,624	41,561
Maint Specialist Parks	5.5	5	327,627	141,640	5	334,180	149,453
Extra Labor			20,000	3,476		20,000	3,476
Overtime			2,137	163		2,137	163
Clothing Allowance			-	1,680		-	1,715
Total Parks Maintenance	8.5	8	\$ 600,545	\$ 275,889	8	\$ 612,113	\$ 291,330

Expenditure Detail - Supplies, Services and Other

Supplies include repair and maintenance supplies and various park supplies. Services include professional services, security, rental, utilities, repair & maintenance, among others.

Parks & Recreation - Parks Maintenance							
Account Number	Actual		Projected	Budget			
	2014	2015		2016	2017	2018	
000.15.576.800.31.00 Supplies - Office & Operating all stations	\$ 2,679	\$ 3,502	\$ 2,054	\$ -	\$ 3,500	\$ 3,500	
000.15.576.800.31.01 Supplies - Repairs & maintenance	39,555	42,554	52,381	32,000	40,000	40,000	
000.15.576.800.31.11 Supplies - Trees, plants, flowers	-	1,927	3,353	1,000	4,000	4,000	
000.15.576.800.31.17 Supplies - Playground equipment parts	5,793	38	501	500	6,300	6,300	
000.15.576.800.31.18 Supplies - Park signage	957	-	3,468	3,468	-	-	
000.15.576.800.35.00 Supplies - Small tools, equipment	6,037	3,072	1,315	1,500	7,500	5,000	
Total Supplies	55,021	51,093	63,072	38,468	61,300	58,800	
000.15.576.800.41.00 Prof Svcs - Other	5,174	14,942	38,404	30,000	30,000	30,000	
000.15.576.800.41.02 Prof Svcs - Fort Dent restroom cleaning	6,750	9,057	8,800	7,000	9,000	9,000	
000.15.576.800.41.03 Prof Svcs - Contracted park security services	19,500	22,200	20,100	18,000	22,200	22,200	
000.15.576.800.42.00 Communication	-	-	783	-	-	-	
000.15.576.800.43.00 Travel - Parking, mileage	225	208	319	-	225	225	
000.15.576.800.45.00 Rental - Portable toilet and equipment	11,015	7,922	12,343	10,000	11,000	11,000	
000.15.576.800.47.00 Public Utility - City Light, Puget Sound Energy, park irrigation	160,616	3,645	99,209	168,300	4,050	4,275	
000.15.576.800.47.01 Public Utility -	83,085	-	108,240	108,240	-	-	
000.15.576.800.47.21 Public Utility - Electricity	-	12,227	4,344	-	13,500	14,200	
000.15.576.800.47.22 Public Utility - Gas	-	476	249	-	560	600	
000.15.576.800.47.25 Public Utility - Water/Sewer	-	132,875	42,342	30,000	142,000	149,150	
000.15.576.800.47.26 Public Utility - Surface Water	-	108,271	61,636	-	129,500	133,500	
000.15.576.800.47.28 Public Utility - Solid Waste	-	714	-	-	1,000	1,000	
000.15.576.800.45.94 Rental - Equipment replacement fund	30,455	48,793	42,686	48,793	15,582	15,582	
000.15.576.800.45.95 Rental - Equipment rental O & M	60,785	66,825	68,442	68,442	75,410	76,624	
000.15.576.800.48.00 R&M - Parking lot cleaning, electrical repairs, park and trail repairs	14,703	21,036	18,653	16,000	18,000	20,500	
000.15.576.800.48.01 R&M - Tree Maintenance	4,982	-	3,000	3,000	5,000	5,000	
000.15.576.800.48.02 R&M - Fort Dent Maintenance	-	0	18,000	18,000	-	-	
000.15.576.800.49.00 Misc - Memberships, professional development/training, uniform cleaning	2,296	7,096	3,597	4,000	4,000	4,000	
Total Services	399,584	456,288	551,147	529,775	481,027	496,856	
Total Supplies, Services and Other	\$ 454,605	\$ 507,381	\$ 614,218	\$ 568,243	\$ 542,327	\$ 555,656	

Community Development

DEPARTMENT: Community Development (08)**FUND:** General**RESPONSIBLE MANAGER:** Jack Pace**FUND NUMBER:** 000**POSITION:** Director**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.

2015-2016 Accomplishments

- ◆ Completed the update of all elements of the Comprehensive Plan and received PSRC certification. **Strategic Goal 2.**
- ◆ Began incorporating the changes made in the Comprehensive Plan into City-wide policies and actions including updating tree and landscaping regulations. **Strategic Goals 1, 2, 3, & 5.**
- ◆ Tukwila's Southcenter Subarea Plan won a Governor's Smart Choices Award for fostering development of a high-density, regionally-oriented, mixed use center including housing.
- ◆ Adopted updated regulations for medical and recreational marijuana per State law.
- ◆ Updated Tukwila's wireless communication regulations per Federal law.
- ◆ Performed 30 abatements of properties with significant, ongoing code violations. **Strategic Goal 1.**
- ◆ Adopted the International Property Maintenance Code including sections of the National Healthy Housing Standards to improve the condition of properties and buildings in the City of Tukwila. **Strategic Goal 1.**
- ◆ Continued to implement the new permit tracking system (TRAKiT) including online inspection scheduling and permit status review. **Strategic Goal 4.**
- ◆ Updated SEPA regulations to reflect changes to State law. **Strategic Goal 4.**
- ◆ Tukwila Commute Trip Reduction Program was granted \$536,000 over 3 years to develop and implement trip reduction programs to improve and expand services to businesses and the public.
- ◆ Review sidewalk requirements in Subdivision Code. **Strategic Goals 3 & 4.**
- ◆ Begin Tukwila International Boulevard Implementation. **Strategic Goal 1.**
- ◆ Developed a map based online tool to provide zoning and sensitive area information to the public. **Strategic Goal 4**
- ◆ Completed the first step in reviewing potential efforts to increase affordable housing. **Strategic Goal 2.**

2017-2018 Outcome Goals

- ◆ Adopt updated landscape and tree codes to implement Comprehensive Plan tree canopy goals which will improve the health and aesthetics of residential neighborhoods and development. **Strategic Goals 3 & 4.**
- ◆ Modify Tukwila's transportation mode split through extensive marketing and outreach including diverse communities, such as Veterans, individuals with limited English proficiency, and elderly and low income populations using the CTR grant. **Strategic Goals 3 & 4.**
- ◆ Explore reinstating a revised Housing Options Demonstration Program. **Strategic Goals 1 & 2.**
- ◆ Explore development standards to encourage affordable, quality design that benefits the neighborhood. **Strategic Goals 1 & 2.**
- ◆ Explore an ADU amnesty program to improve life safety conditions. **Strategic Goals 1 & 2.**

- ◆ Partner with non-profit housing developers to increase affordable housing options. **Strategic Goals 1 & 2.**
- ◆ Update Tukwila International Boulevard regulations to implement the Comprehensive Plan. **Strategic Goal 1.**
- ◆ Enhance administering the Rental Housing Licensing and Inspection Program with additional support staff. **Strategic Goal 2.**
- ◆ Implement online permit applications and electronic plan review. **Strategic Goal 4.**
- ◆ Continue Business & MF Recycling & Composting Outreach. **Strategic Goals 3 & 4.**
- ◆ Streamline the development review process and standards using the Lean method. **Strategic Goal 4.**
- ◆ Assist the Tukwila School District in implementing their Capital Facilities improvements. **Strategic Goal 2.**
- ◆ Begin implementation of the Mall to Pond Axis of the Southcenter Plan. **Strategic Goals 1, 3 & 5.**
- ◆ Assist PW in seeking funds for implementation of the Longacres improvements. **Strategic Goals 1, 3 & 5.**
- ◆ Update the Manufacturing Industrial Center environmental regulations to encourage further investment. **Strategic Goal 1.**
- ◆ Annexation of Tukwila's Potential Annexation Area in the Orillia Road Area. **Strategic Goal 2.**

2017-2018 Indicators of Success

- ◆ New landscape and tree codes adopted.
- ◆ Development permits accepted online and plans reviewed electronically.
- ◆ Transportation mode split shows higher usage of transit, van pools, bicycling and walking.
- ◆ Continued improvement in rental housing conditions.
- ◆ Implementation of Tukwila International Boulevard policies and strategies.
- ◆ Short review times for development permits (Electrical Permit / Plumbing /Gas Permits).

Budget Change Discussion:

Salaries & Benefits. COLA increases were applied to salaries, and benefits were adjusted to account for changes in healthcare and retirement. Several staffing modifications are included as well: A senior planner position was reduced by 0.25 and an assistant planner was increased by 0.25, and an admin tech support position was increased by 0.5. The changes in positions were covered by grants or reductions in other categories. The TDM (Transportation Demand Management) coordinator position was reduced in 2018.

Supplies. Supplies were increased in 2017 by \$6,580 then reduced in 2018 by \$2,000. The changes are related to grants.

Services. Overall, the services category was reduced in 2017 by \$140 thousand and an additional \$55 thousand in 2018. Several lines were reduced to fund the additional FTEs, several lines were adjusted based on grant funding, and other lines were adjusted for inflation and actual usage.

Intergovernmental. The Metro CTR (Commute Trip Reduction) program line in this category was adjusted for grant funding.

Expenditure Summary

Community Development								
Expenditures By Program	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% Chg	% Chg
Administration	\$ 322,247	\$ 350,136	\$ 334,130	\$ 335,825	\$ 363,987	\$ 380,509	8.39%	4.54%
Planning	1,001,757	1,221,395	1,073,525	1,151,787	1,269,969	1,285,782	10.26%	1.25%
Code Enforcement	347,247	359,524	432,342	434,574	519,031	533,334	19.43%	2.76%
Permit Coordination	440,928	442,945	306,687	450,710	399,554	411,454	-11.35%	2.98%
Building Division	597,318	621,449	821,124	872,103	849,025	871,623	-2.65%	2.66%
Recycling Program	47,732	48,526	57,218	40,384	46,000	46,000	13.91%	0.00%
TDM Program	51,903	52,783	217,714	261,047	245,769	142,455	-5.85%	-42.04%
Department Total	\$ 2,809,132	\$ 3,096,757	\$ 3,242,741	\$ 3,546,430	\$ 3,693,335	\$ 3,671,158	4.14%	-0.60%

Community Development								
Expenditures By Type	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% Chg	% Chg
Salaries & Wages	\$ 1,892,797	\$ 1,865,184	\$ 1,985,959	\$ 2,122,366	\$ 2,245,225	\$ 2,247,103	5.79%	0.08%
Personnel Benefits	611,532	631,445	752,830	744,799	909,469	949,758	22.11%	4.43%
Supplies	40,750	46,212	34,169	31,100	37,680	35,680	21.16%	-5.31%
Services	248,793	542,652	459,737	633,165	492,962	437,616	-22.14%	-11.23%
Intergovt. Svcs & Taxes	15,259	11,265	10,045	15,000	8,000	1,000	-46.67%	-87.50%
Department Total	\$ 2,809,132	\$ 3,096,757	\$ 3,242,741	\$ 3,546,430	\$ 3,693,335	\$ 3,671,158	4.14%	-0.60%

Expenditure Detail - Salaries & Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contractual agreements.

<i>Community Development</i>							
Position Description	2016 FTE	2017 FTE	2017 Budgeted		2018 FTE	2018 Budgeted	
			Salaries	Benefits		Salaries	Benefits
DCD Director	1	1	\$ 151,848	\$ 58,534	1	\$ 154,885	\$ 61,619
Deputy DCD Director	1	1	125,851	54,807	1	128,368	57,796
Assistant to the Director	1	1	78,623	33,803	1	80,195	35,630
Planning Supervisor	1	1	113,969	46,700	1	116,249	49,114
Senior Planner	3.5	3.25	324,418	102,660	3.25	330,906	107,107
Assistant Planner	1.5	1.75	147,074	54,797	1.75	150,015	57,511
Urban Environmentalist	0.5	0.5	45,266	9,338	0.5	46,171	9,561
TDM Coordinator	2.25	2.25	116,546	42,223	1.75	91,594	37,361
Code Enforcement Officer	3	3	224,237	92,411	3	228,722	97,381
Permit Coordinator	1	1	93,287	35,267	1	95,152	37,005
Building Official	1	1	115,645	43,688	1	117,958	45,917
Senior Electrical Inspector	1	1	86,719	35,290	1	88,453	37,164
Senior Plans Examiner	1	1	80,151	32,631	1	81,754	34,311
Combination Inspector	2	2	160,320	83,426	2	163,526	88,239
Plans Examiner	1	1	71,219	30,828	1	72,643	32,465
Admin Support Technician	4	4.5	247,886	141,998	4.5	252,844	150,509
Extra Labor			51,074	6,926		36,574	6,926
Overtime			11,094	1,166		11,094	1,166
Clothing Allowance			-	2,975		-	2,975
Department Total	25.75	26.25	\$ 2,245,225	\$ 909,469	25.75	\$ 2,247,103	\$ 949,758

Expenditure Detail - Supplies, Services and Other

Supplies include office and operating supplies, resale items for programs, and small tools. Services include professional services, travel, operating leases, equipment rental and replacement costs, utilities and repair & maintenance, among others. Intergovernmental includes pass-through grant funds.

Community Development						
Account Name, Purpose	Actual		Projected	Budget		
	2014	2015		2016	2017	2018
Salaries	\$ 1,836,735	\$ 1,760,889	\$ 1,916,611	\$ 1,978,687	\$ 2,183,057	\$ 2,199,435
Extra Labor	49,900	98,192	61,406	137,728	51,074	36,574
Overtime	6,163	6,103	7,943	5,951	11,094	11,094
FICA	141,926	139,893	145,779	144,390	171,664	172,849
Pension	168,127	184,837	226,965	206,902	263,445	265,439
Industrial Insurance	14,594	13,543	18,289	19,990	23,960	25,900
Healthcare	286,735	292,722	359,155	370,542	447,424	482,596
Unemployment	-	351	-	-	-	-
Clothing Allowance	150	99	2,642	2,975	2,975	2,975
Total Salaries & Benefits	2,504,329	2,496,628	2,738,789	2,867,165	3,154,693	3,196,862
Supplies	40,422	45,774	33,850	30,780	37,180	35,180
Small tools	328	439	320	320	500	500
Total Supplies	40,750	46,212	34,169	31,100	37,680	35,680
Professional services	90,761	389,705	246,872	385,206	253,400	203,900
Communication	2,827	4,056	6,407	5,000	6,500	6,500
Travel	7,917	5,887	12,822	13,800	13,800	13,800
Advertising	363	411	3,500	3,500	-	-
Operating leases	24,651	19,604	18,336	24,482	12,800	12,954
Utilities	91	911	586	-	2,500	2,500
Repair and maintenance	45,091	52,190	49,666	44,050	51,185	53,185
Miscellaneous	77,092	69,887	121,548	157,127	152,777	144,777
Total Services	248,793	542,652	459,737	633,165	492,962	437,616
Intergovernmental	15,256	11,264	10,044	15,000	8,000	1,000
Excise Taxes	3	1	1	-	-	-
Total Other	15,259	11,265	10,045	15,000	8,000	1,000
Total Community Development	\$ 2,809,132	\$ 3,096,757	\$ 3,242,741	\$ 3,546,430	\$ 3,693,335	\$ 3,671,158

DEPARTMENT: Comm. Dev. (08)
FUND: General
RESPONSIBLE MANAGER: Jack Pace

DIVISION: Administration
FUND NUMBER: 000
POSITION: Director

Description

The Community Development department 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.

Expenditure Summary

<i>Community Development - Administration</i>								
Expenditures	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% Chg	% Chg
Salaries & Wages	\$ 219,298	\$ 224,200	\$ 229,238	\$ 229,431	\$ 231,584	\$ 236,194	0.94%	1.99%
Personnel Benefits	76,659	86,558	88,146	85,194	92,423	97,336	8.49%	5.32%
Supplies	14,308	19,359	7,413	11,400	9,680	9,680	-15.09%	0.00%
Services	11,978	20,019	9,332	9,800	30,300	37,300	209.18%	23.10%
Intergovt. Services & Taxes	3	1	1	-	-	-	0.00%	0.00%
Expenditure Total	\$ 322,247	\$ 350,136	\$ 334,130	\$ 335,825	\$ 363,987	\$ 380,509	8.39%	4.54%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

<i>Community Development - Administration</i>							
Position Description	2016	2017	2017 Budgeted		2018	2018 Budgeted	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
DCD Director	1	1	\$ 151,848	\$ 58,534	1	\$ 154,885	\$ 61,619
Assistant to the Director	1	1	78,623	33,803	1	80,195	35,630
Overtime			1,114	86		1,114	86
Total	2	2	\$ 231,584	\$ 92,423	2	\$ 236,194	\$ 97,336

Expenditure Detail - Supplies, Services and Other

Supplies include miscellaneous office supplies. Services include professional services, travel, operating leases, equipment rental and replacement costs and repair & maintenance, among others.

Community Development - Administration						
Account Number	Actual		Projected	Budget		
	2014	2015		2016	2017	2018
000.08.558.710.31.00 Supplies - Office	\$ 14,308	\$ 19,359	\$ 7,413	\$ 11,400	\$ 9,680	\$ 9,680
Total Supplies	14,308	19,359	7,413	11,400	9,680	9,680
000.08.558.710.41.00 Prof Svcs - Consulting svcs	2,126	11,258	-	-	3,000	10,000
000.08.558.710.41.01 Prof Svcs - pass through	-	-	-	-	10,000	10,000
000.08.558.710.43.00 Travel - Meals, parking, mileage	1,373	831	530	500	500	500
000.08.558.710.45.00 Rental - Operating leases and rentals	5,568	5,377	5,963	4,800	4,800	4,800
000.08.558.710.48.00 R&M - Repairs and maintenance	924	943	1,013	500	500	500
000.08.558.710.49.00 Misc - Registration - annual training and seminars	728	565	590	2,500	2,500	2,500
000.08.558.710.49.30 Misc - Memberships - APA, WA City Planning Directors Assn., and American Planning Assn.	-	475	500	500	500	500
000.08.558.710.49.40 Misc - Memberships and training	1,260	570	737	1,000	6,000	6,000
000.08.558.710.49.53 Misc - Hearing Examiner Fees	-	-	-	-	2,500	2,500
Total Services	11,978	20,019	9,332	9,800	30,300	37,300
000.08.558.710.53.00 Taxes & Assmnts - Excise Tax	3	1	1	-	-	-
Total Intergovernmental	3	1	1	-	-	-
Total Supplies, Services and Other	\$ 26,290	\$ 39,379	\$ 16,747	\$ 21,200	\$ 39,980	\$ 46,980

DEPARTMENT: Comm. Dev. (08)
FUND: General
RESPONSIBLE MANAGER: Jack Pace

DIVISION: Planning
FUND NUMBER: 000
POSITION: Director

Description

The Planning 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 Hearing 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, Code Enforcement, Rental Housing Program, and administers the community-wide Transportation Demand Management (TDM) program and GIS service for the department.

Expenditure Summary

<i>Community Development - Planning</i>								
Expenditures	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% Chg	% Chg
Salaries & Wages	\$ 727,711	\$ 827,167	\$ 739,034	\$ 746,340	\$ 862,008	\$ 863,802	15.50%	0.21%
Personnel Benefits	216,688	244,210	273,542	275,425	298,825	312,846	8.50%	4.69%
Supplies	3,772	4,551	6,781	9,000	8,000	8,000	-11.11%	0.00%
Services	53,586	145,466	54,167	121,022	101,135	101,135	-16.43%	0.00%
Expenditure Total	\$1,001,757	\$1,221,395	\$1,073,525	\$1,151,787	\$1,269,969	\$1,285,782	10.26%	1.25%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contract agreements. One existing Administrative Support Technician was moved into Planning from the Permit Center.

<i>Community Development - Planning</i>							
Position Description	2016 FTE	2017 FTE	2017 Budgeted		2018 FTE	2018 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Deputy DCD Director	1	1	\$ 125,851	\$ 54,807	1	\$ 128,368	\$ 57,796
Planning Supervisor	1	1	113,969	46,700	1	116,249	49,114
Senior Planner	3.5	3.25	324,418	102,660	3.25	330,906	107,107
Assistant Planner	1.5	1.75	147,074	54,797	1.75	150,015	57,511
Urban Environmentalist	0.5	0.5	45,266	9,338	0.5	46,171	9,561
Admin Support Technician	0	1	58,083	23,867	1	59,245	25,101
Extra Labor			45,500	6,500		31,000	6,500
Overtime			1,847	155		1,847	155
Total	7.5	8.5	\$ 862,008	\$ 298,825	8.5	\$ 863,802	\$ 312,846

Expenditure Detail - Supplies, Services and Other

Supplies include miscellaneous office and operating supplies, program supplies, as well as replacement trees. Services include professional services, travel, communication, fees paid to King County, recycling events, equipment rental and replacement costs and repair & maintenance, among others.

Community Development - Planning						
Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
000.08.558.600.31.00 Supplies -Office and Operating	\$ 3,719	\$ 3,379	\$ 3,779	\$ 6,000	\$ 5,000	\$ 5,000
000.08.558.600.31.01 Supplies - Graphics	-	718	-	-	-	-
000.08.558.600.31.02 Supplies - Tree Replacement	53	454	3,003	3,000	3,000	3,000
Total Supplies	3,772	4,551	6,781	9,000	8,000	8,000
000.08.558.600.41.00 Prof Svcs - Comp Plan, Tree Ord, TIB, TOD at TIB Sta.	39,466	103,538	18,484	(21,978)	54,000	54,000
000.08.558.600.41.06 Prof Svcs - SEPA Consultant	-	20,650	-	-	10,000	10,000
000.08.558.600.41.18 Prof Svcs - Northwest Arena	-	-	-	110,000	-	-
000.08.558.600.42.00 Communication - Postage for public notices and citizen communication, Newspaper notices for legal notices and annual garage sale	38	42	2,986	3,000	3,000	3,000
000.08.558.600.43.00 Travel - Parking, meals, mileage for seminars and training	1,739	974	1,661	2,000	2,000	2,000
000.08.558.600.48.00 R&M - Annual maintenance for ESRI, copiers, other equipment & repairs	-	8,132	8,104	3,000	8,135	8,135
000.08.558.600.49.00 Misc - Printing and other services	8,192	4,056	13,671	9,000	11,000	11,000
000.08.558.600.49.30 Misc - Dues and Subscriptions	1,716	2,902	3,717	7,500	4,500	4,500
000.08.558.600.49.40 Misc - Training	1,812	5,430	543	3,500	8,500	8,500
000.08.558.600.49.53 Misc. - Hearing Examiners	624	(259)	5,000	5,000	-	-
Total Services	53,586	145,466	54,167	121,022	101,135	101,135
Total Supplies, Services and Other	\$ 57,359	\$ 150,018	\$ 60,949	\$ 130,022	\$ 109,135	\$ 109,135

DEPARTMENT: Comm. Dev. (08)**FUND:** General**RESPONSIBLE MANAGER:** Jack Pace**DIVISION:** Code Enforcement**FUND NUMBER:** 000**POSITION:** Director**Description**

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

Expenditure Summary

<i>Community Development - Code Enforcement</i>								
Expenditures	Actual		Projected 2016	Budget			2016-17 % Chg	2017-18 % Chg
	2014	2015		2016	2017	2018		
Salaries & Wages	\$ 229,531	\$ 234,545	\$ 284,986	\$ 239,535	\$ 310,407	\$ 316,448	29.59%	1.95%
Personnel Benefits	80,480	83,771	106,592	92,456	144,847	153,039	56.67%	5.66%
Supplies	7,639	329	6,345	500	500	500	0.00%	0.00%
Services	29,598	40,879	34,419	102,083	63,276	63,347	-38.02%	0.11%
Expenditure Total	\$ 347,247	\$ 359,524	\$ 432,342	\$ 434,574	\$ 519,031	\$ 533,334	19.43%	2.76%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contract agreements. A .5 FTE Administrative Support Tech position was added to the Rental Housing Licensing program.

<i>Community Development - Code Enforcement</i>							
Position Description	2016	2017	2017 Budgeted		2018	2018 Budgeted	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
Code Enforcement Officer	3	3	\$ 224,237	\$ 92,411	3	\$ 228,722	\$ 97,381
Admin Support Technician	1	1.5	77,811	51,321	1.5	79,367	54,542
Extra Labor			5,574	426		5,574	426
Overtime			2,786	214		2,786	214
Clothing Allowance			-	475		-	475
Department Total	4	4.5	\$ 310,407	\$ 144,847	4.5	\$ 316,448	\$ 153,039

Expenditure Detail - Supplies, Services and Other

Supplies include miscellaneous office and operating supplies. Services include professional services for code enforcement proposal, rental, and printing for various programs, travel, and memberships, among others.

Community Development - Code Enforcement						
Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
000.08.524.600.31.01 Supplies - Office & Operating	\$ 7,639	\$ 329	\$ 6,345	\$ 500	\$ 500	\$ 500
Total Supplies	7,639	329	6,345	500	500	500
000.08.524.600.41.00 Prof Svcs - Code enforcement initiative	17,410	26,955	22,123	87,000	-	-
000.08.524.600.42.00 Communication	2,789	2,881	2,246	1,500	3,000	3,000
000.08.524.600.43.00 Travel - Parking, meals, mileage for WACE conferences and misc.	1,128	1,173	623	600	600	600
000.08.524.600.45.94 Rental - Equipment Replacement Fund	3,522	4,332	1,231	5,799	183	183
000.08.524.600.45.95 Rental - Equipment Rental O & M	3,260	3,473	3,063	2,757	3,566	3,637
000.08.524.600.47.00 Public Utility - Solid Waste Dump Passes	91	-	586	-	-	-
000.08.524.600.47.28 Utilities - Solid Waste	-	911	-	-	2,500	2,500
000.08.524.600.49.00 Misc - Conferences, training, membership dues, misc.	1,398	1,154	4,547	4,427	3,427	3,427
000.08.524.600.49.02 Misc - Abatement Program	-	-	-	-	50,000	50,000
Total Services	29,598	40,879	34,419	102,083	63,276	63,347
Total Supplies, Services and Other	\$ 37,237	\$ 41,209	\$ 40,764	\$ 102,583	\$ 63,776	\$ 63,847

DEPARTMENT: Comm. Dev. (08)
FUND: General
RESPONSIBLE MANAGER: Jack Pace

DIVISION: Permit Coordination
FUND NUMBER: 000
POSITION: Director

Description

The Permit Coordination Division is responsible for maintaining the permit system and receiving and issuing permits using TRAKiT 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.

Expenditure Summary

<i>Community Development - Permit Coordination</i>								
Expenditures	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% Chg	% Chg
Salaries & Wages	\$ 260,015	\$ 243,475	\$ 160,140	\$ 266,568	\$ 207,126	\$ 211,231	-22.30%	1.98%
Personnel Benefits	90,511	100,726	67,268	103,942	102,229	108,023	-1.65%	5.67%
Supplies	2,676	2,357	3,489	3,000	3,000	3,000	0.00%	0.00%
Services	87,725	96,386	75,791	77,200	87,200	89,200	12.95%	2.29%
Expenditure Total	\$ 440,928	\$ 442,945	\$ 306,687	\$ 450,710	\$ 399,554	\$ 411,454	-11.35%	2.98%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contract agreements. One existing Administrative Support Technician was moved into Planning from the Permit Center.

<i>Community Development - Permit Coordination</i>							
Position Description	2016	2017	2017 Budgeted		2018	2018 Budgeted	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
Permit Coordinator	1	1	\$ 93,287	\$ 35,267	1	\$ 95,152	\$ 37,005
Admin Support Technician	3	2	111,992	66,809	2	114,232	70,865
Overtime			1,847	153		1,847	153
Total	4	3	\$ 207,126	\$ 102,229	3	\$ 211,231	\$ 108,023

Expenditure Detail - Supplies, Services and Other

Supplies include miscellaneous office and operating supplies. Services include professional services, rental, travel, and memberships, maintenance and support for TRAKiT, among others.

Community Development - Permit Coordination							
Account Number	Actual		Projected	Budget			
	2014	2015	2016	2016	2017	2018	
000.08.558.500.31.00 Supplies - Office & Operating	\$ 2,676	\$ 2,357	\$ 3,489	\$ 3,000	\$ 3,000	\$ 3,000	
Total Supplies	2,676	2,357	3,489	3,000	3,000	3,000	
000.08.558.500.41.00 Prof Svcs - Microfilming, Courier services and other services	8,844	24,001	5,219	5,000	10,000	5,000	
000.08.558.500.42.00 Communication	-	-	110	-	-	-	
000.08.558.500.43.00 Travel - Travel, hotel, meals forTRAKiT conference	2,907	1,913	2,787	3,700	3,700	3,700	
000.08.558.500.48.00 R&M - Repair and maintenance services, TRAKiT maintenance and support	44,168	43,116	40,000	40,000	42,000	44,000	
000.08.558.500.49.00 Misc - Memberships, certifications, registrations, conferences	354	1,001	2,983	6,500	6,500	6,500	
000.08.558.500.49.08 Misc - PPI credit card fees (pass through)	31,452	26,354	24,692	22,000	25,000	30,000	
Total Services	87,725	96,386	75,791	77,200	87,200	89,200	
Total Supplies, Services and Other	\$ 90,401	\$ 98,743	\$ 79,280	\$ 80,200	\$ 90,200	\$ 92,200	

DEPARTMENT: Comm. Dev. (08)
FUND: General
RESPONSIBLE MANAGER: Jack Pace

DIVISION: Building
FUND NUMBER: 000
POSITION: Director

Description

The mission of the Building division is to ensure building construction conforms to the state-wide 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.

Expenditure Summary

<i>Community Development - Building Division</i>								
Expenditures	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% Chg	% Chg
Salaries & Wages	\$ 416,129	\$ 296,611	\$ 439,599	\$ 481,764	\$ 517,554	\$ 527,835	7.43%	1.99%
Personnel Benefits	138,988	108,017	200,317	183,463	228,921	241,154	24.78%	5.34%
Supplies	3,023	8,036	5,174	500	3,500	3,500	600.00%	0.00%
Services	39,177	208,786	176,035	206,376	99,051	99,134	-52.00%	0.08%
Expenditure Total	\$ 597,318	\$ 621,449	\$ 821,124	\$ 872,103	\$ 849,025	\$ 871,623	-2.65%	2.66%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

<i>Community Development - Building Division</i>							
Position Description	2016	2017	2017 Budgeted		2018	2018 Budgeted	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
Building Official	1	1	\$ 115,645	\$ 43,688	1	\$ 117,958	\$ 45,917
Senior Electrical Inspector	1	1	86,719	35,290	1	88,453	37,164
Senior Plans Examiner	1	1	80,151	32,631	1	81,754	34,311
Combination Inspector	2	2	160,320	83,426	2	163,526	88,239
Plans Examiner	1	1	71,219	30,828	1	72,643	32,465
Overtime			3,500	558		3,500	558
Clothing Allowance			-	2,500		-	2,500
Department Total	6	6	\$ 517,554	\$ 228,921	6	\$ 527,835	\$ 241,154

Expenditure Detail - Supplies, Services and Other

Supplies include miscellaneous operating supplies. Services include professional services, travel related costs, memberships, credit card fees, and repair & maintenance, among others. The abatement program was moved into the Code Enforcement budget.

Community Development - Building Division						
Account Number	Actual		Projected	Budget		
	2014	2015		2016	2017	2018
000.08.558.501.31.00 Supplies - Office & Operating	\$ 2,694	\$ 7,597	\$ 4,854	\$ 180	\$ 3,000	\$ 3,000
000.08.558.501.35.00 Small Tools & Equipment - Furniture	328	439	320	320	500	500
Total Supplies	3,023	8,036	5,174	500	3,500	3,500
000.08.558.501.41.00 Prof Svcs - Project Peer Reviews - Reid Middleton & Sound Inspections & Investigative (pass through)	1,929	179,163	140,509	140,000	80,000	80,000
000.08.558.501.42.00 Communication - Postage	-	662	1,065	500	500	500
000.08.558.501.43.00 Travel - Meals, parking for WABO meetings and for training	-	195	1,685	1,500	1,500	1,500
000.08.558.501.45.94 Rental - Equipment Replacement Fund	4,144	3,757	710	3,757	106	106
000.08.558.501.45.95 Rental - Equipment Rental O & M	8,157	2,665	7,369	7,369	4,145	4,228
000.08.558.501.48.00 R&M - Misc repairs and maintenance	-	-	550	550	550	550
000.08.558.501.49.00 Misc - Membership dues, registrations, and tuition	1,355	475	1,443	2,000	2,000	2,000
000.08.558.501.49.02 Misc - Abatement Program	23,400	19,864	19,294	50,000	-	-
000.08.558.501.49.30 Misc - Dues and Subscriptions	80	125	-	-	350	350
000.08.558.501.49.40 Misc - Training	113	1,880	3,411	700	6,500	6,500
Total Services	39,177	208,786	176,035	206,376	95,651	95,734
Total Supplies, Services and Other	\$ 42,200	\$ 216,822	\$ 181,209	\$ 206,876	\$ 99,151	\$ 99,234

DEPARTMENT: Comm. Dev. (08)
FUND: General
RESPONSIBLE MANAGER: Jack Pace

DIVISION: Recycling Program
FUND NUMBER: 000
POSITION: Director

Description

The Recycling Program objectives are to develop and enhance waste prevention and recycling programs in Tukwila, and to implement activities that work towards meeting local and regional solid waste, resource conservation, and sustainability goals. The program also supports the recycling components of the City's solid waste contract. Program strategies include providing outreach, promotion, education, and technical assistance to businesses, multifamily complexes, and single family residences on recycling and waste prevention, offering special residential recycling events, and supporting other resource conservation projects, such as composting, within the City. The program activities and materials are primarily funded by Washington State and King County grants. The Recycling Program is housed within the Department of Community Development.

Expenditure Summary

<i>Community Development - Recycling Program</i>								
Expenditures	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% Chg	% Chg
Salaries & Wages	\$ 10,067	\$ 9,693	\$ 18,261	\$ -	\$ -	\$ -	0.00%	0.00%
Personnel Benefits	2,970	2,742	2,433	-	-	-	0.00%	0.00%
Supplies	9,332	11,579	3,932	4,200	9,000	9,000	114.29%	0.00%
Services	25,363	24,511	32,591	36,184	37,000	37,000	2.26%	0.00%
Expenditure Total	\$ 47,732	\$ 48,526	\$ 57,218	\$ 40,384	\$ 46,000	\$ 46,000	13.91%	0.00%

Expenditure Detail - Supplies, Services and Other

Supplies include miscellaneous operating supplies. Services include professional services, travel related costs, memberships, credit card fees, and repair & maintenance, among others.

<i>Community Development - Recycling Program</i>							
Account Number	Actual		Projected	Budget			
	2014	2015	2016	2016	2017	2018	
000.08.554.900.31.02 Supplies - Recycling - CPG	\$ -	\$ 3,520	\$ -	\$ -	\$ 2,000	\$ 2,000	
000.08.554.900.31.04 Supplies - Recycling-KC WRR - Grant	9,332	8,060	3,932	4,200	7,000	7,000	
Total Supplies	9,332	11,579	3,932	4,200	9,000	9,000	
000.08.554.900.41.02 Prof Svcs - Recycling-CPG - Grant	15,034	9,871	1,061	10,413	5,000	5,000	
000.08.554.900.41.04 Prof Svcs -- Recycling-KC WRR - Grant	5,952	10,449	25,978	21,271	25,000	25,000	
000.08.554.900.42.04 Communications - Recycling - KC WRR	-	471	-	-	-	-	
000.08.554.900.44.04 Advertising - Recycling-KC WRR	363	411	3,500	3,500	-	-	
000.08.554.900.49.02 Misc. - Recycling - CPG	-	1,022	-	-	-	-	
000.08.554.900.49.04 Misc. - Recycling-KC WRR	4,015	2,287	2,052	1,000	7,000	7,000	
Total Services	25,363	24,511	32,591	36,184	37,000	37,000	
Total Supplies, Services and Other	\$ 34,695	\$ 36,090	\$ 36,523	\$ 40,384	\$ 46,000	\$ 46,000	

DEPARTMENT: Comm. Dev. (08)
FUND: General
RESPONSIBLE MANAGER: Jack Pace

DIVISION: TDM Program
FUND NUMBER: 000
POSITION: Director

Description

The Transportation Demand Management (TDM) Program encompasses various state and federally mandated congestion mitigation programs (such as the Commute Trip Reduction (CTR) program mandated by the state) and grants (e.g. CMAQ and RMG grants). The goals of the program are to increase non-drive alone travel (NDAT) and reduce vehicle miles traveled (VMT), resulting in improved air quality and reduced greenhouse gas emissions. Program strategies include outreach, education/training, and transportation planning to improve transportation options in the city and region and increase multi-modal use by those who live, work, and spend time in Tukwila. The TDM Program is housed within the Department of Community Development.

Expenditure Summary

<i>Community Development - TDM Program</i>								
Expenditures	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% Chg	% Chg
Salaries & Wages	\$ 30,047	\$ 29,493	\$ 114,701	\$ 158,728	\$ 116,546	\$ 91,594	-26.58%	-21.41%
Personnel Benefits	5,235	5,421	14,532	4,319	42,223	37,361	877.61%	-11.52%
Supplies	-	-	1,034	2,500	4,000	2,000	60.00%	-50.00%
Services	1,365	6,605	77,402	80,500	75,000	10,500	-6.83%	-86.00%
Intergovt. Services & Taxes	15,256	11,264	10,044	15,000	8,000	1,000	-46.67%	-87.50%
Expenditure Total	\$ 51,903	\$ 52,783	\$ 217,714	\$ 261,047	\$ 245,769	\$ 142,455	-5.85%	-42.04%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

<i>Community Development - TDM Program</i>							
Position	2016	2017	2017 Budgeted		2018	2018 Budgeted	
Description	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
TDM Coordinator	2.25	2.25	\$ 116,546	\$ 42,223	1.75	\$ 91,594	\$ 37,361
Total TDM	2.25	2.25	\$ 116,546	\$ 42,223	1.75	\$ 91,594	\$ 37,361

Expenditure Detail - Supplies, Services and Other

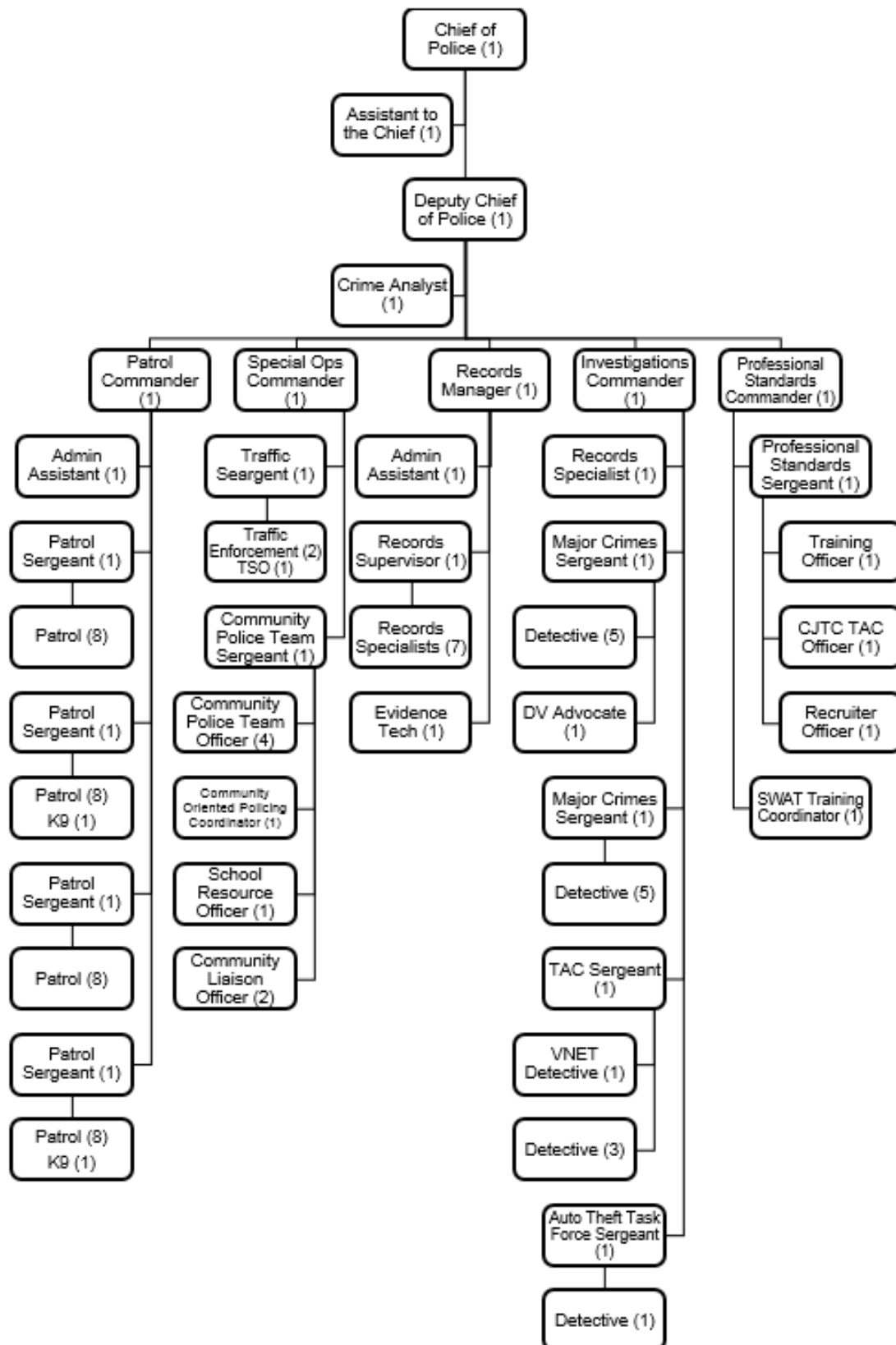
Supplies include miscellaneous operating supplies. Services include professional services, travel related costs, memberships, credit card fees, and repair & maintenance, among others.

Community Development - TDM Program						
Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
000.08.554.910.31.01 Supplies - Operating	\$ -	\$ -	\$ 1,034	\$ 2,500	\$ 4,000	\$ 2,000
Total Supplies	-	-	1,034	2,500	4,000	2,000
000.08.554.910.41.07 Prof Svcs - Misc Prof Svcs	-	3,821	33,498	33,500	53,000	1,500
000.08.554.910.43.07 Travel - Parking, meals, mileage for seminars and training	770	800	5,536	5,500	5,500	5,500
000.08.554.910.49.07 Misc. -	595	1,984	38,369	41,500	16,500	3,500
Total Services	1,365	6,605	77,402	80,500	75,000	10,500
000.08.554.910.51.00 Intergovernmental - Metro CTR Program	15,256	11,264	10,044	15,000	8,000	1,000
Total Intergovernmental	15,256	11,264	10,044	15,000	8,000	1,000
Total Supplies, Services and Other	\$ 16,621	\$ 17,869	\$ 88,481	\$ 98,000	\$ 87,000	\$ 13,500



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Police Department



DEPARTMENT: Police (10)**FUND:** General**RESPONSIBLE MANAGER:** Mike Villa**FUND NUMBER:** 000**POSITION:** Chief of Police**Description**

The Police Department strives to be a premier, full-service department that is committed to creating a safe and livable community. We achieve this standard through the work of highly training personnel who are responsible to the community they serve and who create and maintain successful partnerships and uphold public trust.

2015-2016**Accomplishments**

- ◆ Improved public safety. Implemented emphasis patrols in the Central Business District, Sound Transit Station and residential neighborhoods along with traffic emphasis. **Strategic Goal 1.**
- ◆ There were significant decreases in aggravated assaults, robberies and residential burglaries from 2014.
- ◆ Effectively managed police department resources. **Strategic Goal 4.**
 - ◆ Supervisory and command staff focused on resourcing quality training to ensure officers are better prepared to provide quality service. All of our new hires were fully equipped and trained to perform their mission while the hiring of these officers ensured that officers remained present on the streets.
- ◆ Built a high performing organization. **Strategic Goal 4.**
 - ◆ Focused on building a culture of values-based leadership where employees are engaged. Leadership and professional development training was provided for command and supervisory staff (The Leadership Challenge, LPO and other individual training). This ensured professionalism and efficiencies while increasing positive community engagements and presence.

2017-2018 Outcome Goals

- ◆ Improve public safety by strengthening community trust and legitimacy. **Strategic Goal 5.**
- ◆ Implement new technologies and social media to provide opportunities to better engage and educate our communities. **Strategic Goal 1.**
- ◆ Be a high performing organization by facilitating leadership training for all department employees. **Strategic Goal 4.**

2017-2018 Indicators of Success

- ◆ Improve public safety by building community trust and legitimacy.
 - ◆ Work with faith-based organizations to foster additional non-enforcement engagements with our communities.
 - ◆ Implemented a youth police academy within the high school to foster non-enforcement and educational engagements with our youth.
 - ◆ Increased collaboration/communication with businesses and communities regarding targeted traffic enforcement and emphasis patrol goals within their communities.

- ◆ Integration of our policy manual and other police related information on the department website.
- ◆ People feel safe and trust the officers that police their community.
- ◆ Implement new technologies and social media to provide opportunities to better engage and educate our communities.
 - ◆ Developed policy and integrated social media (Facebook, Twitter, Snap Chat, YouTube...) as part of our daily public engagement strategy.
 - ◆ Implemented on-line reporting within the structure of our new records management system.
 - ◆ The community feel that they are informed and has a positive image of the police department.
- ◆ Be a high performing organization by facilitating leadership training for all department employees.
 - ◆ Improved internal communication.
 - ◆ Provided values-based leadership training for all employees.
 - ◆ Encouraged a healthy and engaged workforce.
 - ◆ Improve our current organizational structure to best support our vision, mission values and strategic plan.

Budget Change Discussion

Salaries & Benefits. COLA increases were applied to salaries, and benefits were adjusted to account for changes in healthcare and retirement. Salaries and related benefits of \$56 thousand for the half-time IT specialist was removed for the Police department and transferred to the Technology Services department. Additionally, overtime was adjusted to reflect actual usage.

Supplies. Various supply lines were increased to account for inflation and actual usage.

Services. Several changes were made to this category. Liability insurance has been reallocated among Finance, Police, Fire, and Public Works based on employee count. This resulted in a \$10 thousand decrease. Operating rentals were reduced \$355 thousand. Other lines were adjusted for inflation.

Intergovernmental. Dispatch and animal control contract costs were adjusted per contractual obligations.

Capital: Capital costs were eliminated in 2017. The project to implement a new records management system was completed in 2016.

Expenditure Summary

<i>Police Department</i>								
Expenditures By Program	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% Chg	% Chg
Administration	\$ 1,775,848	\$ 1,632,772	\$ 2,461,080	\$ 2,239,765	\$ 1,914,634	\$ 1,963,692	-14.52%	2.56%
Patrol	7,547,182	7,822,977	7,930,008	7,993,558	8,135,026	8,436,209	1.77%	3.70%
Special Services	1,020,180	990,866	1,113,532	1,154,526	1,217,212	1,307,816	5.43%	7.44%
Investigations	1,750,217	2,194,099	2,157,483	1,885,930	2,147,559	2,202,520	13.87%	2.56%
Tukwila Anti-Crime	619,938	812,696	735,979	890,852	846,733	869,024	-4.95%	2.63%
Professional Standards	1,506,533	1,688,764	1,957,925	2,131,365	2,021,287	2,066,539	-5.16%	2.24%
Training	297,242	303,954	288,257	272,799	287,102	291,274	5.24%	1.45%
Traffic	1,235,502	1,466,707	1,577,095	1,519,071	1,718,538	1,775,947	13.13%	3.34%
Department Total	\$ 15,752,642	\$ 16,912,835	\$ 18,221,359	\$ 18,087,866	\$ 18,288,091	\$ 18,913,021	1.11%	3.42%

Expenditures By Type	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% Chg	% Chg
Salaries & Wages	\$ 8,921,597	\$ 9,479,683	\$ 9,423,949	\$ 9,531,781	\$ 10,132,849	\$ 10,310,995	6.31%	1.76%
Personnel Benefits	2,789,069	3,232,598	3,399,774	3,367,859	3,581,760	3,778,868	6.35%	5.50%
Supplies	230,460	181,514	215,684	182,200	196,450	199,850	7.82%	1.73%
Services	1,767,802	1,807,891	1,834,774	2,043,315	1,630,009	1,686,234	-20.23%	3.45%
Intergovt. Svcs & Taxes	2,020,652	2,211,149	2,556,560	2,556,711	2,747,024	2,937,074	7.44%	6.92%
Capital Outlays	23,063	-	790,620	406,000	-	-	-100.00%	0.00%
Department Total	\$ 15,752,642	\$ 16,912,835	\$ 18,221,359	\$ 18,087,866	\$ 18,288,091	\$ 18,913,021	1.11%	3.42%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

<i>Police Department</i>							
Position	2016 FTE	2017 FTE	2017 Budgeted		2018 FTE	2018 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Police Chief	1	1	\$ 157,508	\$ 45,505	1	\$ 160,658	\$ 48,202
Deputy Police Chief	1	1	147,931	44,795	1	150,889	47,471
Police Commander	4	4	550,800	161,955	4	561,816	171,415
Admin Secretary	1	1	73,750	38,524	1	75,225	40,782
Police Sergeant	11	11	1,185,035	420,585	11	1,208,736	445,737
Police Officer	62	62	5,682,865	2,150,280	62	5,796,523	2,281,985
Domestic Violence Advocate	1	1	71,076	30,669	1	72,497	32,311
Service Transport Officer	1	1	66,759	23,717	1	68,094	24,923
Police Records Manager	1	1	90,495	33,394	1	92,305	35,085
Police Records Supervisor	1	1	76,296	31,850	1	77,822	33,511
Police Information Analyst	1	1	80,533	32,473	1	82,144	34,155
Police Records Clerk	8	8	452,121	189,993	8	461,163	200,110
Evidence Technician	1	1	69,452	25,901	1	70,841	27,180
Community Policing Coordinator	1	1	84,975	29,050	1	86,675	30,408
Patrol Admin Assistant	1	1	50,895	18,303	1	51,912	19,204
Prof Standard Admin Specialist	1	1	66,801	29,804	1	68,137	31,427
Acting Pay			30,000	2,295		30,000	2,295
Differential			11,000	842		11,000	842
Clothing Allowance			30,000	2,295		30,000	2,295
Signing Bonus			25,000	1,913		25,000	1,913
Retiree Medical			-	106,000		-	106,000
Overtime			928,495	124,504		928,495	124,504
Kelly/Holiday Pay			201,063	25,937		201,063	25,937
Department Total	97	97	\$ 10,132,849	\$3,570,585	97	\$10,310,995	\$3,767,693

Expenditure Detail - Supplies, Services and Other

Supplies include small tools and equipment; Professional services and contract include travel, equipment replacement and O&M charges, insurance subscriptions and memberships, among others.

Police						
Account Name	Actual		Projected	Budget		
	2014	2015	2016	2016	2017	2018
Salaries	\$ 7,808,510	\$ 8,473,572	\$ 8,289,124	\$ 8,398,832	\$ 9,003,291	\$ 9,181,437
Extra Labor	5,548	-	1,000	1,000	-	-
Overtime	1,107,539	1,006,111	906,224	904,949	928,495	928,495
Kelly/Holiday Pay	-	-	227,600	227,000	201,063	201,063
FICA	666,724	707,583	708,051	708,627	756,032	769,424
Pension - LEOFF	402,328	452,387	448,090	442,838	472,077	480,370
Pension - PERS	107,842	113,944	135,933	136,110	146,051	148,889
Industrial Insurance	168,284	198,661	248,225	253,555	273,809	299,281
Healthcare	1,412,920	1,759,880	1,850,041	1,812,669	1,933,791	2,080,904
Unemployment	30,971	143	9,434	-	-	-
Clothing Allowance	-	-	-	14,060	-	-
Total Salaries & Benefits	11,710,666	12,712,281	12,823,722	12,899,640	13,714,608	14,089,862
Supplies	230,460	173,923	200,326	166,600	180,850	184,250
Small tools	-	7,592	15,358	15,600	15,600	15,600
Total Supplies	230,460	181,514	215,684	182,200	196,450	199,850
Professional services	124,593	61,181	70,563	78,375	70,000	70,000
Communication	82,932	89,997	84,210	90,071	121,000	121,000
Travel	49,805	39,493	44,080	32,380	41,880	41,880
Advertising	1,806	-	1,500	1,500	1,500	1,500
Operating leases	937,734	1,120,521	1,161,499	1,252,137	896,843	872,046
Insurance	260,042	240,000	240,000	240,000	230,223	253,245
Utilities	2,619	2,832	1,097	-	-	-
Repair and maintenance	215,642	177,439	163,843	269,341	188,922	246,922
Miscellaneous	92,630	76,427	67,981	79,511	79,641	79,641
Total Services	1,767,802	1,807,891	1,834,774	2,043,315	1,630,009	1,686,234
Intergovernmental	2,020,652	2,211,149	2,556,560	2,556,711	2,747,024	2,937,074
Capital	23,063	-	790,620	406,000	-	-
Total Other	2,043,714	2,211,149	3,347,179	2,962,711	2,747,024	2,937,074
Total Police	\$ 15,752,642	\$ 16,912,835	\$ 18,221,359	\$ 18,087,866	\$ 18,288,091	\$ 18,913,021

DEPARTMENT: Police (10)
FUND: General
RESPONSIBLE MANAGER: Mike Villa

DIVISION: Administration
FUND NUMBER: 000
POSITION: Chief of Police

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.

Expenditure Summary

<i>Police - Administration</i>								
Expenditures	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% Chg	% Chg
Salaries & Wages	\$ 885,752	\$ 910,768	\$ 873,913	\$ 967,737	\$ 932,912	\$ 951,512	-3.60%	1.99%
Personnel Benefits	245,886	255,827	273,615	296,377	291,003	308,095	-1.81%	5.87%
Supplies	32,064	23,938	24,973	24,000	24,000	24,000	0.00%	0.00%
Services	569,601	432,155	482,060	529,751	650,819	664,185	22.85%	2.05%
Intergovt. Services & Taxes	19,483	10,084	15,900	15,900	15,900	15,900	0.00%	0.00%
Capital Outlays	23,063	-	790,620	406,000	-	-	-100.00%	0.00%
Expenditure Total	\$ 1,775,848	\$ 1,632,772	\$ 2,461,080	\$ 2,239,765	\$ 1,914,634	\$ 1,963,692	-14.52%	2.56%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

<i>Police - Administration</i>							
Position	2016	2017	2017 Budgeted		2018	2018 Budgeted	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
Police Chief	1	1	\$ 157,508	\$ 45,505	1	\$ 160,658	\$ 48,202
Deputy Police Chief	1	1	147,931	44,795	1	150,889	47,471
Police Commander	4	4	550,800	161,955	4	561,816	171,415
Admin Secretary	1	1	73,750	38,524	1	75,225	40,782
Overtime			2,923	224		2,923	224
Total	7	7	\$ 932,912	\$ 291,003	7	\$ 951,512	\$ 308,095

Expenditure Detail - Supplies, Services and Other

Supplies includes miscellaneous office; services include travel and training, equipment rental and repair costs, insurance, and memberships, among others; intergovernmental includes Valley SWAT costs.

Police - Administration						
Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
000.10.521.100.31.00 Supplies - Office	\$ 32,064	\$ 23,938	\$ 24,973	\$ 24,000	\$ 24,000	\$ 24,000
Total Supplies	32,064	23,938	24,973	24,000	24,000	24,000
000.10.521.100.41.00 Prof Svcs - cell phone and pager usage, counseling, infectious disease training, pre-employment testing, COPS Grant	90,099	9,180	23,078	30,025	15,000	15,000
000.10.521.100.42.00 Communication - supplies and services	23,471	28,713	53,589	60,171	121,000	121,000
000.10.521.100.43.00 Travel - Travel expenses for prof. mtgs & conferences: meals, parking, mileage	1,309	4,946	3,026	1,000	10,000	10,000
000.10.521.100.44.00 Advertising - Job ads	1,746	-	1,100	1,100	1,100	1,100
000.10.521.100.45.00 Rental - Rentals and lease fees	30,347	28,663	24,524	19,500	25,000	25,000
000.10.521.100.45.94 Rental -Equipment Replacement Fund	20,607	14,332	23,847	32,278	3,363	3,363
000.10.521.100.45.95 Rental - Equipment Rental O & M	28,129	17,861	30,560	30,560	33,115	33,459
000.10.521.100.46.00 Insurance - Insurance allocation to WCIA	260,042	-	-	240,000	-	-
000.10.521.100.46.01 Insurance - Insurance allocation to WCIA	-	240,000	240,000	-	230,223	253,245
000.10.521.100.48.00 R&M - Radio repairs and maintenance	14,841	4,218	169	6,518	6,518	6,518
000.10.521.100.48.01 R&M - Repairs and maintenance for 800 Mhz system assessment	81,804	80,712	79,765	77,029	80,000	80,000
000.10.594.500.42.03 Communication - Neighborhood Resource Center	-	-	-	29,040	-	-
000.10.521.500.45.00 Rental - Moving records	-	-	-	-	120,000	110,000
000.10.521.100.49.00 Misc - Memberships and subscriptions	17,206	3,531	2,401	2,530	5,500	5,500
Total Services	569,601	432,155	482,060	529,751	650,819	664,185
000.10.521.100.51.00 Intergovt Prof Svcs - VSWAT	19,483	10,084	15,900	15,900	15,900	15,900
Total Intergovernmental	19,483	10,084	15,900	15,900	15,900	15,900
000.10.594.100.64.00 Capital - Machinery and equipment	9,877	-	6,619	-	-	-
000.10.594.210.64.00 Capital - Machinery and equipment	13,186	-	784,000	406,000	-	-
Total Other	23,063	-	790,620	406,000	-	-
Total Supplies, Services and Other	\$ 644,211	\$ 466,177	\$ 1,313,553	\$ 975,651	\$ 690,719	\$ 704,085

DEPARTMENT: Police (10)
FUND: General
RESPONSIBLE MANAGER: Mike Villa

DIVISION: Patrol
FUND NUMBER: 000
POSITION: Chief of Police

Description

Patrol division officer 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.

Expenditure Summary

<i>Police - Patrol</i>								
Expenditures	Actual		Projected 2016	Budget			2016-17 % Chg	2017-18 % Chg
	2014	2015		2016	2017	2018		
Salaries & Wages	\$ 4,211,589	\$ 4,120,706	\$ 3,987,518	\$ 4,023,978	\$ 4,354,221	\$ 4,424,520	8.21%	1.61%
Personnel Benefits	1,378,079	1,539,583	1,532,237	1,518,305	1,531,649	1,611,865	0.88%	5.24%
Supplies	70,616	53,219	66,296	60,300	60,050	60,050	-0.41%	0.00%
Services	751,497	806,307	792,631	813,825	585,341	587,517	-28.08%	0.37%
Intergovt. Services & Taxes	1,135,401	1,303,162	1,551,326	1,577,150	1,603,766	1,752,257	1.69%	9.26%
Expenditure Total	\$ 7,547,182	\$ 7,822,977	\$ 7,930,008	\$ 7,993,558	\$ 8,135,026	\$ 8,436,209	1.77%	3.70%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

<i>Police - Patrol</i>							
Position	2016 FTE	2017 FTE	2017 Budgeted		2018 FTE	2018 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Police Sergeant	4	4	\$ 413,616	\$ 155,251	4	\$ 421,889	\$ 164,710
Police Officer	35	34	3,050,463	1,142,818	34	3,111,472	1,212,674
Patrol Admin Assistant	1	1	50,895	18,303	1	51,912	19,204
Acting Pay			30,000	2,295		30,000	2,295
Clothing Allowance			30,000	2,295		30,000	2,295
Signing Bonus			25,000	1,913		25,000	1,913
Kelly/Holiday Pay			201,063	25,937		201,063	25,937
Overtime			553,184	76,837		553,184	76,837
Retiree Medical			-	106,000		-	106,000
Total	40	39	\$ 4,354,221	\$ 1,531,649	39	\$ 4,424,520	\$ 1,611,865

Expenditure Detail - Supplies, Services and Other

Supplies includes office supplies and supplies for Explorer Post and K-9 unit; services include equipment rental and repair charges, cell phone, and memberships, among others; intergovernmental includes SCORE jail and animal control costs.

Police - Patrol						
Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
000.10.521.220.31.00 Supplies - Office & Operating	\$ 9,321	\$ 2,403	\$ 3,499	\$ -	\$ -	\$ -
000.10.521.220.31.01 Supplies - Operating	41,232	27,800	44,256	40,950	40,950	40,950
000.10.521.220.31.02 Supplies - K-9 Unit	5,375	5,511	3,794	3,500	3,500	3,500
000.10.521.220.31.03 Supplies - Explorer Post	-	-	250	250	-	-
000.10.521.220.31.04 Supplies - Emergency Services Unit	11,942	9,651	12,598	10,000	10,000	10,000
000.10.521.220.31.05 Supplies - Civil Disturbance Unit	2,747	263	1,540	5,000	5,000	5,000
000.10.521.220.35.00 Small Tools & Equipment - Minor tools	-	7,592	358	600	600	600
Total Supplies	70,616	53,219	66,296	60,300	60,050	60,050
000.10.521.220.41.00 Prof Svcs - (2) K-9 dogs vet bills and professional grooming	2,468	2,825	5,512	8,000	8,000	8,000
000.10.521.220.42.00 Communication - Cellular phone usage, pager usage, language line services and COPS grant	48,044	48,069	26,087	-	-	-
000.10.521.220.43.00 Travel - Mileage, parking	8,926	108	276	-	500	500
000.10.521.220.43.03 Travel - transportation, meals, lodging for Police Explorers	547	161	-	-	-	-
000.10.521.220.45.00 Rental - Operating leases and rentals	-	20,869	97,105	50,000	-	-
000.10.521.220.45.94 Rental -Equipment Replacement Fund	236,189	268,872	179,244	258,516	56,531	56,531
000.10.521.220.45.95 Rental - Equipment Rental O & M	342,064	355,771	402,779	403,055	425,806	427,982
000.10.521.220.48.00 R&M - SRT equipment, uniforms, cell phone repairs, vest replacement, etc.	80,770	69,373	49,089	65,404	65,404	65,404
000.10.521.220.48.01 R&M - Uniform cleaning for Patrol Division	788	-	-	-	-	-
000.10.521.220.49.00 Misc - Memberships and registrations	5,489	1,938	4,437	2,000	2,000	2,000
000.10.521.220.49.03 Misc - BSA Charter, Explorer Academy Reg. and annual recruitment open house	8	1,876	296	1,850	2,100	2,100
000.10.521.220.49.44 Misc - Registrations	-	4,970	2,805	-	-	-
000.10.523.220.41.00 Prof Svcs - Monitoring of Prisoners	26,204	31,475	25,000	25,000	25,000	25,000
Total Services	751,497	806,307	792,631	813,825	585,341	587,517
000.10.523.600.51.00 Intergovt Prof Svcs - SCORE	1,067,078	1,232,427	1,462,693	1,494,650	1,484,914	1,633,405
000.10.554.300.51.00 Intergovt Prof Svcs - Animal Control	68,323	70,735	88,633	82,500	118,852	118,852
Total Intergovernmental	1,135,401	1,303,162	1,551,326	1,577,150	1,603,766	1,752,257
Total Supplies, Services and Other	\$1,957,514	\$ 2,162,688	\$2,410,253	\$2,451,275	\$2,249,157	\$2,399,824

DEPARTMENT: Police (10)
FUND: General
RESPONSIBLE MANAGER: Mike Villa

DIVISION: Special Services
FUND NUMBER: 000
POSITION: Chief of Police

Description

Process all department criminal and incident reports while complying with laws regarding privacy and security. Respond to public disclosure requests and serve as department receptionists. Maintain and store all criminal history records information.

Expenditure Summary

<i>Police - Special Services</i>								
Expenditures	Actual		Projected 2016	Budget			2016-17 %Chg	2017-18 %Chg
	2014	2015		2016	2017	2018		
Salaries & Wages	\$ 707,792	\$ 687,366	\$ 732,931	\$ 784,632	\$ 817,423	\$ 832,907	4.18%	1.89%
Personnel Benefits	246,137	246,678	311,099	308,947	330,389	347,510	6.94%	5.18%
Supplies	28,413	26,215	38,901	34,900	44,400	44,400	27.22%	0.00%
Services	37,838	30,607	30,601	26,047	25,000	83,000	-4.02%	232.00%
Expenditure Total	\$ 1,020,180	\$ 990,866	\$ 1,113,532	\$ 1,154,526	\$ 1,217,212	\$ 1,307,816	5.43%	7.44%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

<i>Police - Special Services</i>							
Position	2016	2017	2017 Budgeted		2018	2018 Budgeted	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
Police Records Manager	1	1	\$ 90,495	\$ 33,394	1	\$ 92,305	\$ 35,085
Police Records Supervisor	1	1	76,296	31,850	1	77,822	33,511
Police Information Analyst	1	1	80,533	32,473	1	82,144	34,155
Police Records Specialist	7	7	390,598	169,627	7	398,410	178,811
Evidence Technician	1	1	69,452	25,901	1	70,841	27,180
Administrative Support Assistant	0	1	66,801	29,804	1	68,137	31,427
Differential			11,000	842		11,000	842
Overtime			32,248	6,499		32,248	6,499
Total	11	12	\$ 817,423	\$ 330,389	12	\$ 832,907	\$ 347,510

Expenditure Detail - Supplies, Services and Other

Supplies includes miscellaneous office and evidence supplies; services include records destruction, repair costs, and ACCESS terminal rental, among others.

Police - Special Services						
Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
000.10.521.230.31.00 Supplies - Office & Operating	\$ 24,940	\$ 24,619	\$ 21,226	\$ 15,500	\$ 25,000	\$ 25,000
000.10.521.230.31.01 Supplies - Evidence	3,473	1,596	2,675	4,400	4,400	4,400
000.10.521.230.35.00 Supplies - Evidence	-	-	15,000	15,000	15,000	15,000
Total Supplies	28,413	26,215	38,901	34,900	44,400	44,400
000.10.521.230.41.00 Prof Svcs - Records destruction, evidence disposition, and translators	1,856	7,153	2,610	3,000	9,000	9,000
000.10.521.230.42.00 Communication - Communications services and equipment	5,964	7,602	472	-	-	-
000.10.521.230.42.01 Communication - Pagers and cell phones for Evidence Technician	647	377	576	860	-	-
000.10.521.230.45.00 Rental - ACCESS terminal, Cole directory and copy machine lease	5,909	4,584	7,178	7,187	-	-
000.10.521.230.48.00 R&M - Repairs and maint. such as safe & lock, Justice maint., evidence barcoding, Spillman maintenance	20,868	10,545	19,302	13,500	13,500	71,500
000.10.521.230.49.00 Misc - Misc. costs for maintaining records and evidence	2,594	345	462	1,500	2,500	2,500
Total Services	37,838	30,607	30,601	26,047	25,000	83,000
Total Supplies, Services and Other	\$ 66,251	\$ 56,821	\$ 69,502	\$ 60,947	\$ 69,400	\$ 127,400

DEPARTMENT: Police (10)
FUND: General
RESPONSIBLE MANAGER: Mike Villa

DIVISION: Investigations
FUND NUMBER: 000
POSITION: Chief of Police

Description

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

Expenditure Summary

<i>Police - Investigations</i>								
Expenditures	Actual		Projected 2016	Budget			2016-17 % Chg	2017-18 % Chg
	2014	2015		2016	2017	2018		
Salaries & Wages	\$ 1,207,243	\$ 1,479,958	\$ 1,472,526	\$ 1,268,645	\$ 1,493,179	\$ 1,519,572	17.70%	1.77%
Personnel Benefits	370,194	463,734	475,918	413,367	508,577	537,126	23.03%	5.61%
Supplies	15,855	13,764	7,781	7,000	12,000	12,000	71.43%	0.00%
Services	156,925	236,643	201,258	196,918	133,802	133,822	-32.05%	0.01%
Expenditure Total	\$ 1,750,217	\$ 2,194,099	\$ 2,157,483	\$ 1,885,930	\$ 2,147,559	\$ 2,202,520	13.87%	2.56%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

<i>Police - Investigations</i>							
Position	2016	2017	2017 Budgeted		2018	2018 Budgeted	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
Police Sergeant	2	2	\$ 229,013	\$ 71,558	2	\$ 233,594	\$ 75,654
Police Officer	10	10	958,026	359,159	10	977,186	381,037
Domestic Violence Advocate	1	1	71,076	30,669	1	72,497	32,311
Police Records Clerk	1	1	61,522	20,367	1	62,753	21,299
Overtime			173,542	26,824		173,542	26,824
Total	14	14	\$ 1,493,179	\$ 508,577	14	\$ 1,519,572	\$ 537,126

Expenditure Detail – Supplies, Services and Other

Supplies includes miscellaneous office and operating supplies; services include polygraph translation, travel, equipment rental and repair, and investigation costs, among others.

Police - Investigations						
Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
000.10.521.210.31.00 Supplies -Office and Operating	\$ 15,855	\$ 13,764	\$ 7,781	\$ 7,000	\$ 12,000	\$ 12,000
Total Supplies	15,855	13,764	7,781	7,000	12,000	12,000
000.10.521.210.41.00 Prof Svcs - Polygraph, translation and transcription services	3,443	4,172	5,362	3,350	4,000	4,000
000.10.521.210.42.00 Communication - supplies and services	833	1,034	333	-	-	-
000.10.521.210.43.00 Travel - Parking fees	14,974	7,409	6,591	5,000	5,000	5,000
000.10.521.210.45.00 Rental - Vehicle rentals and leases	2,448	2,139	2,555	2,500	-	-
000.10.521.210.45.94 Rental -Equipment Replacement Fund	50,420	134,498	58,760	61,351	7,595	7,595
000.10.521.210.45.95 Rental - Equipment Rental O & M	69,639	79,569	112,217	112,217	104,707	104,727
000.10.521.210.47.00 Public Utility	1,149	-	-	-	-	-
000.10.521.210.47.22 Public Utility - Gas	-	521	301	-	-	-
000.10.521.210.47.25 Public Utility - Water	-	829	284	-	-	-
000.10.521.210.48.00 R&M - Shredder & copy machine maintenance and investigation impounds	10,282	5,656	10,686	9,000	9,000	9,000
000.10.521.210.49.00 Misc - Unanticipated misc. investigation and DV expenses	3,738	816	4,169	3,500	3,500	3,500
Total Services	156,925	236,643	201,258	196,918	133,802	133,822
Total Supplies, Services and Other	\$ 172,780	\$ 250,407	\$ 209,040	\$ 203,918	\$ 145,802	\$ 145,822

DEPARTMENT: Police (10)
FUND: General
RESPONSIBLE MANAGER: Mike Villa

DIVISION: Tukwila Anti-Crime
FUND NUMBER: 000
POSITION: Chief of Police

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 checks.

Expenditure Summary

<i>Police - Tukwila Anti-Crime</i>								
Expenditures	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% Chg	% Chg
Salaries & Wages	\$ 405,981	\$ 547,451	\$ 439,942	\$ 564,143	\$ 553,671	\$ 563,576	-1.86%	1.79%
Personnel Benefits	127,098	175,620	156,284	182,819	193,540	204,770	5.86%	5.80%
Supplies	602	693	2,272	2,000	2,000	2,000	0.00%	0.00%
Services	86,258	88,932	137,481	141,890	97,522	98,679	-31.27%	1.19%
Expenditure Total	\$ 619,938	\$ 812,696	\$ 735,979	\$ 890,852	\$ 846,733	\$ 869,024	-4.95%	2.63%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

<i>Police - Tukwila Anti-Crime</i>							
Position	2016	2017	2017 Budgeted		2018	2018 Budgeted	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
Police Sergeant	1	1	\$ 103,843	\$ 31,646	1	\$ 105,920	\$ 33,432
Police Officer	2	4	391,370	153,018	4	399,197	162,462
Overtime			58,459	8,876		58,459	8,876
Total	3	5	\$ 553,671	\$ 193,540	5	\$ 563,576	\$ 204,770

Expenditure Detail – Supplies, Services and Other

Supplies includes miscellaneous office supplies; services include equipment rental and repair, and license inspections, among others.

Police - Tukwila Anti-Crime						
Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
000.10.521.250.31.00 Supplies - Office & Operating all stations	\$ 602	\$ 693	\$ 2,272	\$ 2,000	\$ 2,000	\$ 2,000
Total Supplies	602	693	2,272	2,000	2,000	2,000
000.10.521.250.42.00 Communication - Cellular phone services	1,072	1,409	1,348	-	-	-
000.10.521.250.43.00 Travel - Mileage, parking, etc	25	-	-	-	-	-
000.10.521.250.45.00 Rental - Vehicle rentals and leases	15,806	19,903	29,168	26,520	29,000	29,000
000.10.521.250.45.94 Rental -Equipment Replacement Fund	27,558	35,726	27,260	35,726	2,675	2,675
000.10.521.250.45.95 Rental - Equipment Rental O & M	36,078	25,165	69,625	68,644	54,847	56,004
000.10.521.250.48.00 R&M - Repairs & maintenance of VCR, video printer, cameras, body wire	-	64	1,000	1,000	1,000	1,000
000.10.521.250.49.00 Misc - Misc. expenses to include drug expenses, license inspections	5,718	6,665	9,080	10,000	10,000	10,000
Total Services	86,258	88,932	137,481	141,890	97,522	98,679
Total Supplies, Services and Other	\$ 86,860	\$ 89,625	\$ 139,753	\$ 143,890	\$ 99,522	\$ 100,679

DEPARTMENT: Police (10)
FUND: General
RESPONSIBLE MANAGER: Mike Villa

DIVISION: Professional Standards
FUND NUMBER: 000
POSITION: Chief of Police

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.

Expenditure Summary

<i>Police - Professional Standards</i>								
Expenditures	Actual		Projected 2016	Budget			2016-17 % Chg	2017-18 % Chg
	2014	2015		2016	2017	2018		
Salaries & Wages	\$ 1,114,418	\$ 1,193,026	\$ 1,379,165	\$ 1,417,142	\$ 1,441,563	\$ 1,469,488	1.72%	1.94%
Personnel Benefits	318,339	390,185	476,214	496,839	545,570	578,363	9.81%	6.01%
Supplies	13,211	17,699	13,277	8,300	8,300	8,300	0.00%	0.00%
Services	60,565	87,855	89,268	209,084	25,854	10,388	-87.63%	-59.82%
Expenditure Total	\$ 1,506,533	\$ 1,688,764	\$ 1,957,925	\$ 2,131,365	\$ 2,021,287	\$ 2,066,539	-5.16%	2.24%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

<i>Police - Professional Standards</i>							
Position	2016	2017	2017 Budgeted		2018	2018 Budgeted	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
Police Sergeant	1	3	\$ 327,148	\$ 121,314	3	\$ 333,691	\$ 128,664
Community Policing Coordinator	1	1	84,975	29,050	1	86,675	30,408
Police Officer	7	11	984,136	388,326	11	1,003,819	412,411
Prof Standard Admin Specialist	1	0	-	-	0	-	-
Overtime			45,303	6,880		45,303	6,880
Total	10	15	\$ 1,441,563	\$ 545,570	15	\$ 1,469,488	\$ 578,363

Expenditure Details – Supplies, Services and Other

Supplies include office supplies and supplies for D.A.R.E program; services include rental of equipment, equipment repair charges, among others.

Police - Professional Standards						
Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
000.10.521.300.31.00 Supplies - Office & Operating	\$ 9,177	\$ 13,752	\$ 9,468	\$ 4,300	\$ 4,300	\$ 4,300
000.10.521.300.31.01 Supplies - Dare	4,034	3,946	3,810	4,000	4,000	4,000
Total Supplies	13,211	17,699	13,277	8,300	8,300	8,300
000.10.521.300.42.00 Communication - Communication Services	2,555	2,264	1,770	-	-	-
000.10.521.300.43.00 Travel - Mileage, parking	971	1,408	1,659	-	-	-
000.10.521.300.44.00 Advertising - Ads	60	-	400	400	400	400
000.10.521.300.45.00 Rental - Equipment lease for copier, fax, scanner, etc.	2,289	1,463	1,310	1,100	-	-
000.10.521.300.45.94 Rental - Equipment Replacement Fund	16,969	48,225	10,823	48,159	1,365	1,365
000.10.521.300.45.95 Rental - Equipment Rental O & M	28,215	30,437	64,221	63,795	18,489	3,023
000.10.521.300.47.00 Public Utility - Surface water chgs	1,470	-	-	-	-	-
000.10.521.300.47.21 Public Utility - Electricity	-	1,278	395	-	-	-
000.10.521.300.47.26 Public Utility - Surface water chgs	-	203	117	-	-	-
000.10.521.300.48.00 R&M - Misc repairs and maintenance	3,972	1,806	449	1,000	1,000	1,000
000.10.521.300.48.94 R&M - Misc repairs and maintenance	-	-	-	75,000	-	-
000.10.521.300.48.95 R&M - Misc repairs and maintenance	-	-	-	10,940	-	-
000.10.521.300.49.00 Misc - Crime Free Multi-Housing prmt supplies, drill team equip, RSO notifications	4,064	772	8,125	8,690	4,600	4,600
Total Services	60,565	87,855	89,268	209,084	25,854	10,388
Total Supplies, Services and Other	\$ 73,776	\$ 105,554	\$ 102,546	\$ 217,384	\$ 34,154	\$ 18,688

DEPARTMENT: Police (10)
FUND: General
RESPONSIBLE MANAGER: Mike Villa

DIVISION: Training
FUND NUMBER: 000
POSITION: Chief of Police

Description

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

Expenditure Summary

<i>Police - Training</i>								
Expenditures	Actual		Projected 2016	Budget			2016-17 % Chg	2017-18 % Chg
	2014	2015		2016	2017	2018		
Salaries & Wages	\$ 125,047	\$ 136,921	\$ 119,858	\$ 107,075	\$ 115,689	\$ 117,693	8.04%	1.73%
Personnel Benefits	31,084	32,152	34,099	29,953	38,293	40,460	27.84%	5.66%
Supplies	63,390	41,575	55,100	41,100	41,100	44,500	0.00%	8.27%
Services	77,721	93,306	79,200	94,671	92,021	88,621	-2.80%	-3.69%
Expenditure Total	\$ 297,242	\$ 303,954	\$ 288,257	\$ 272,799	\$ 287,102	\$ 291,274	5.24%	1.45%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

<i>Police - Training</i>							
Position	2016	2017	2017 Budgeted		2018	2018 Budgeted	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
Police Officer	1	1	\$ 100,189	\$ 35,940	1	\$ 102,193	\$ 38,107
Overtime			15,500	2,354		15,500	2,353
Total	1	1	\$ 115,689	\$ 38,293	1	\$ 117,693	\$ 40,460

Expenditure Detail - Supplies and Services

Supplies includes miscellaneous office supplies; services include instructor fees, travel for training, equipment rental and repair, memberships, and registrations, among others.

Police - Training						
Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
000.10.521.400.31.00 Supplies - Office & Operating	63,390	41,575	55,100	41,100	41,100	44,500
Total Supplies	63,390	41,575	55,100	41,100	41,100	44,500
000.10.521.400.41.00 Prof Svcs - SRT, CDU, TB, DV, etc. instructors	\$ 525	\$ 6,377	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000
000.10.521.400.42.00 Communication - Postage	330	530	-	-	-	-
000.10.521.400.43.00 Travel - Travel expenses for training for all divisions	23,053	25,462	32,529	26,380	26,380	26,380
000.10.521.400.45.00 Rental - Equipment rentals and leases	-	5,523	1,662	5,200	5,200	1,800
000.10.521.400.48.00 R&M - Repairs and maintenance for training	-	276	306	5,150	2,500	2,500
000.10.521.400.49.00 Misc - Registrations for department training	53,813	55,138	35,703	48,941	48,941	48,941
Total Services	77,721	93,306	79,200	94,671	92,021	88,621
Total Supplies, Services and Other	\$ 141,111	\$ 134,881	\$ 134,300	\$ 135,771	\$ 133,121	\$ 133,121

DEPARTMENT: Police (10)
FUND: General
RESPONSIBLE MANAGER: Mike Villa

DIVISION: Traffic
FUND NUMBER: 000
POSITION: Chief of Police

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.

Expenditure Summary

<i>Police - Traffic</i>								
Expenditures	Actual		Projected 2016	Budget			2016-17 % Chg	2017-18 % Chg
	2014	2015		2016	2017	2018		
Salaries & Wages	\$ 263,775	\$ 403,488	\$ 418,095	\$ 398,429	\$ 424,191	\$ 431,728	6.47%	1.78%
Personnel Benefits	72,253	128,819	140,308	121,252	142,739	150,680	17.72%	5.56%
Supplies	6,308	4,412	7,083	4,600	4,600	4,600	0.00%	0.00%
Services	27,398	32,085	22,275	31,129	19,650	20,022	-36.88%	1.89%
Intergovt. Services & Taxes	865,768	897,903	989,334	963,661	1,127,358	1,168,917	16.99%	3.69%
Expenditure Total	\$ 1,235,502	\$ 1,466,707	\$ 1,577,095	\$ 1,519,071	\$ 1,718,538	\$ 1,775,947	13.13%	3.34%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

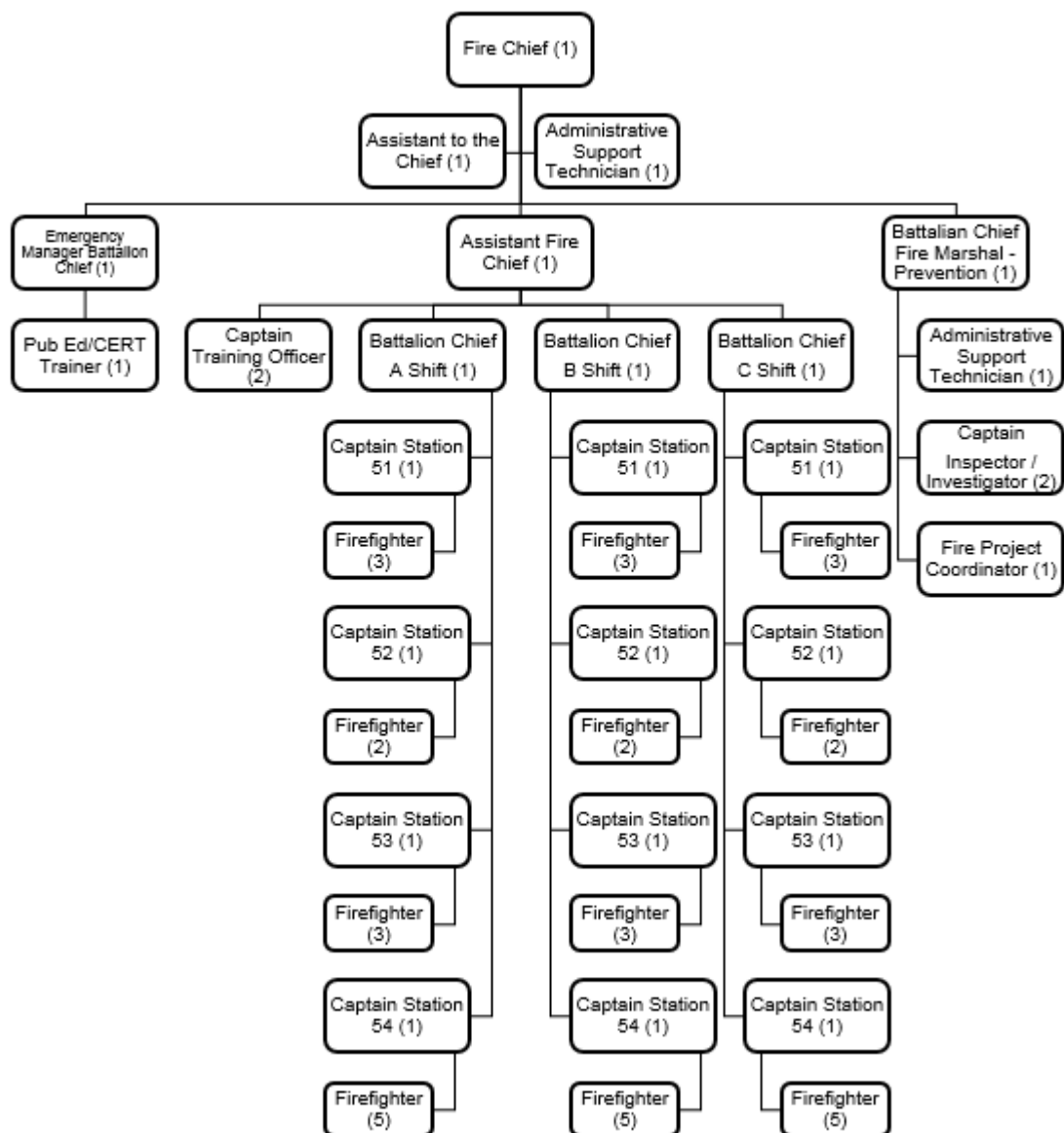
<i>Police - Traffic</i>							
Position	2016	2017	2017 Budgeted		2018	2018 Budgeted	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
Police Sergeant	1	1	\$ 111,414	\$ 40,816	1	\$ 113,642	\$ 43,277
Police Officer	2	2	198,682	71,020	2	202,656	75,294
Service Transport Officer	1	1	66,759	23,717	1	68,094	24,923
Overtime			47,336	7,187		47,336	7,187
Total	4	4	\$ 424,191	\$ 142,739	4	\$ 431,728	\$ 150,680

Expenditure Detail – Supplies, Services and Other

Supplies includes miscellaneous office supplies; services includes equipment rental and repair, among others.

Police - Traffic						
Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
000.10.521.700.31.00 Supplies - Office & Operating	\$ 6,308	\$ 4,412	\$ 7,083	\$ 4,600	\$ 4,600	\$ 4,600
Total Supplies	6,308	4,412	7,083	4,600	4,600	4,600
000.10.521.700.42.00 Communication - Pager and cellular phone services	15	-	35	-	-	-
000.10.521.700.45.00 Rental - Copier	2,054	2,054	856	-	-	-
000.10.521.700.45.94 Rental -Equipment Replacement Fund	15,664	16,913	8,976	16,626	989	989
000.10.521.700.45.95 Rental - Equipment Rental O & M	7,348	7,953	8,827	9,203	8,161	8,533
000.10.521.700.48.00 R&M - Radar repair & certification, and quartermaster replacement	2,316	4,788	3,078	4,800	10,000	10,000
000.10.521.700.49.00 Misc - supplies for traffic unit	-	377	504	500	500	500
Total Services	27,398	32,085	22,275	31,129	19,650	20,022
000.10.521.240.51.00 Intergovt Prof Svcs - Valley Comm	865,768	897,903	989,334	963,661	1,127,358	1,168,917
Total Intergovernmental	865,768	897,903	989,334	963,661	1,127,358	1,168,917
Total Supplies, Services and Other	\$ 899,474	\$ 934,400	\$ 1,018,692	\$ 999,390	\$ 1,151,608	\$ 1,193,539

Fire Department



DEPARTMENT: Fire (11)**FUND:** General**RESPONSIBLE MANAGER:** Jay Wittwer**FUND NUMBER:** 000**POSITION:** Fire Chief**Description:**

The Fire Department provides first tier emergency response to incidents involving fire, emergency medical services, motor vehicle accidents, hazardous materials, rescue, service, and fulfills other requests for service as well. The department provides fire prevention and investigation services through the office of the fire marshal. The department provides emergency management services to city government and the community. The department provides public education in the areas of first aid, CPR, public defibrillation, CERT, and fire extinguisher training. The department is involved in the greater community through outreach and collaborative city events and programs. The department cooperates and as necessary coordinates operations with other city departments.

2015-2016 Accomplishments

- ◆ Department participated in community outreach and public relations events and activities such as; Community Connectors, National Night Out Against Crime, Touch A Truck, See You in The Park, Fourth of July, RFA exploratory process, Public Safety Plan and Bond, and many others. Also of noteworthy significance, IAFF Local 2088, Tukwila Firefighters, initiated Operation Warm, and provided warm winter coats for all of the kindergarteners at Thorndyke Elementary School. They hope to expand the project in the coming years.
- ◆ Assisted Okanogan County with Emergency Operations Center command and coordination functions, fulfilling critical positions. Led city-wide efforts related to the planning and execution of participation in the Boeing Company 100th Anniversary Celebration.
- ◆ Led city-wide efforts in the planning and execution of city participation in the regional and international Cascadia Rising functional exercise.
- ◆ Collaborated with Tukwila Police Department to provide July 4th fireworks emphasis and enforcement patrols.
- ◆ Emergency Management worked collaboratively with the Tukwila School District to assist them with their emergency management plan. Instituted the highly successful and well received Teen CERT Program at Foster High School.
- ◆ Graduated first department participants in Washington Department of Labor and Industries/Department JATC program, a three year apprenticeship towards the certification of Journeyman level Firefighters.
- ◆ Utilized City Council authorized pipeline employees in an effort to reduce overtime related to shift vacancies and sick leave. The effort has resulted in reduced overtime expenditures in 2016, and resulted in Council approval of an increase in authorized pipeline positions.

2017-2018 Outcome Goals

- ◆ Continue department participation in processes and actions needed to replace three fire stations.
- ◆ Continue participation in JATC program. Enroll all new uniformed employees.
- ◆ Sustain 2015-2016 levels of service in the areas of emergency response, fire prevention, public education, city government emergency/disaster preparedness and community emergency/disaster preparedness.
- ◆ Meet state and national training laws and standards through participation in the South King County Training Consortium. Assist permanent Fire Chief with integration into department and city government.

- ◆ Meet the requirements of RCW 35.103, Standards of Coverage, for community acceptance and annual reporting.

2017-2018 Indicators of Success

- ◆ Continued reduction of fire loss through more aggressive inspection scheduling, preparedness through training, and through public education opportunities.
- ◆ Have future direction of department established and appropriate actions in place regarding that direction.
- ◆ Sustain department statistics related to survival of sudden cardiac arrest that contribute positively to outstanding regional statistics and outcomes.
- ◆ Increased numbers of trained community members as related to first aid/CPR/public defibrillator, fire extinguisher use, and CERT.
- ◆ Will have continued to decrease overtime expenditures, enhanced succession, increased efficiencies, and provide additional service through the utilization of pipeline employees.
- ◆ Will have initiated replacement (groundbreaking, site preparation, design, initial construction) of Station 51. Will have initiated replacement of Stations 52 and 54, including site acquisition, if needed, for replacement of stations, and design phases for both.
- ◆ Will have secured stable funding and replacement of Apparatus and Capital Equipment for the Department.
- ◆ Will have provided community approved standards of coverage and provide required annual reporting.

Budget Change Discussion:

Salaries & Benefits. COLA increases were applied to salaries, and benefits were adjusted to account for changes in healthcare and retirement.

Supplies. Supplies were increased \$40,000 for costs associated with new employees. An additional \$2,000 was added to account for inflation.

Services. Several lines in this category were adjusted to reflect actual usage as well as for inflation. Professional services was increased \$25,000 for additional costs associated with the training consortium with the Kent Regional Fire Authority, insurance was increased \$173,286; insurance costs were reallocated among Finance, Police, Fire, and Public Works based on employee counts.

Intergovernmental. Charges for Valley Com, the City's dispatch agency, were increased to reflect contractual obligations.

Expenditure Summary

<i>Fire Department</i>								
Expenditures By Program	Actual		Projected 2016	Budget			2016-17 % Chg	2017-18 % Chg
	2014	2015		2016	2017	2018		
Administration	\$ 848,261	\$ 784,462	\$ 741,150	\$ 712,210	\$ 867,812	\$ 902,842	21.85%	4.04%
Suppression	8,489,610	8,892,891	8,811,097	9,099,307	8,944,103	9,185,082	-1.71%	2.69%
Prevention & Investigation	824,862	815,137	797,990	762,350	833,040	853,880	9.27%	2.50%
Training	447,198	376,402	359,593	397,403	448,048	466,685	12.74%	4.16%
Facilities	89,704	98,442	102,531	110,860	110,860	110,860	0.00%	0.00%
Special Operations	63,357	30,774	75,649	61,351	53,133	53,581	-13.40%	0.84%
Rescue & Emergency Aid	198,453	193,418	215,399	200,666	254,268	259,295	26.71%	1.98%
Emergency Management	399,932	532,935	362,788	328,352	351,305	360,370	6.99%	2.58%
Department Total	\$ 11,361,376	\$ 11,724,461	\$ 11,466,197	\$ 11,672,499	\$ 11,862,569	\$ 12,192,595	1.63%	2.78%

<i>Fire Department</i>								
Expenditures By Type	Actual		Projected 2016	Budget			2016-17 % Chg	2017-18 % Chg
	2014	2015		2016	2017	2018		
Salaries & Wages	\$ 7,660,926	\$ 7,748,715	\$ 7,634,134	\$ 7,904,857	\$ 7,863,913	\$ 7,999,418	-0.52%	1.72%
Personnel Benefits	1,974,118	2,348,639	2,444,824	2,419,629	2,370,291	2,519,186	-2.04%	6.28%
Supplies	308,678	456,186	270,321	229,745	271,745	271,745	18.28%	0.00%
Services	990,296	941,981	938,425	952,268	1,144,852	1,186,202	20.22%	3.61%
Intergovt. Svcs & Taxes	142,145	154,651	178,494	166,000	211,768	216,045	27.57%	2.02%
Capital Outlays	285,213	74,288	-	-	-	-	0.00%	0.00%
Department Total	\$ 11,361,376	\$ 11,724,461	\$ 11,466,197	\$ 11,672,499	\$ 11,862,569	\$ 12,192,595	1.63%	2.78%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

Fire Department							
Position	2016 FTE	2017 FTE	2017 Budgeted		2018 FTE	2018 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Fire Chief	1	1	\$ 164,137	\$ 36,134	1	\$ 167,419	\$ 38,552
Assistant Fire Chief	1	1	145,148	32,009	1	148,051	34,209
Assistant to Fire Chief	1	1	74,825	31,469	1	76,322	33,150
Admin Support Technician	1	1	58,083	32,024	1	59,245	33,920
Fire Battalion Chief	5	5	649,143	157,825	5	662,126	168,866
Fire Captain	16	16	1,807,736	516,322	16	1,843,890	552,794
Firefighter	39	39	3,637,445	1,220,493	39	3,710,194	1,308,743
Fire Project Coordinator	1	1	93,575	41,698	1	95,447	44,008
Admin Support Technician	1	1	59,552	20,163	1	60,743	21,084
CERT Trainer	1	1	85,639	33,736	1	87,352	35,442
Acting Pay			51,000	4,617		51,000	4,617
Standby			39,461	2,644		39,461	2,644
Clothing Allowance			23,000	2,445		23,000	2,445
Overtime			650,648	59,233		650,648	59,233
Holiday Pay			230,454	14,546		230,454	14,546
Vactaion Payout			94,066	5,934		94,066	5,934
Retiree Medical				159,000			159,000
Department Total	67	67	\$ 7,863,913	\$ 2,370,291	67	\$ 7,999,418	\$ 2,519,186

Expenditure Detail - Supplies, Services and Other

Supplies include small tools and equipment; Professional services and contract include travel, equipment replacement and O&M charges, insurance subscriptions and memberships, among others.

Fire						
Account Name	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
Salaries	\$ 6,578,294	\$ 6,852,883	\$ 6,892,693	\$ 6,869,713	\$ 6,888,745	\$ 7,024,250
Extra Labor	192	12,342	8,416	-	-	-
Overtime	867,500	670,086	442,739	744,858	650,648	650,648
Kelly/Holiday Pay	214,940	213,405	290,286	290,286	324,520	324,520
FICA	117,511	121,146	122,032	121,563	125,290	127,361
Pension - LEOFF	369,808	372,243	373,697	370,008	377,176	383,668
Pension - PERS	32,085	37,558	46,091	45,893	44,621	45,514
Industrial Insurance	197,331	259,036	282,806	272,942	368,656	404,144
Healthcare	1,257,329	1,556,944	1,620,198	1,609,223	1,454,547	1,558,499
Unemployment	54	-	-	-	-	-
Clothing Allowance	-	1,712	-	-	-	-
Total Salaries & Benefits	9,635,044	10,097,354	10,078,958	10,324,486	10,234,204	10,518,604
Supplies	215,383	288,857	242,136	191,477	234,477	234,477
Small tools	93,295	167,329	28,185	38,268	37,268	37,268
Total Supplies	308,678	456,186	270,321	229,745	271,745	271,745
Professional services	50,166	61,034	59,291	56,000	81,000	81,000
Communication	33,276	50,899	34,686	32,170	32,170	32,170
Travel	7,537	12,963	8,202	7,000	7,000	7,000
Operating leases	582,554	537,041	535,109	534,943	587,241	602,262
Insurance	97,516	90,000	90,000	90,000	173,286	190,615
Utilities	74,844	76,494	74,138	73,360	73,360	73,360
Repair and maintenance	39,036	46,807	55,816	43,921	41,921	41,921
Miscellaneous	105,367	66,744	81,182	114,874	148,874	157,874
Total Services	990,296	941,981	938,425	952,268	1,144,852	1,186,202
Intergovernmental	142,145	154,651	178,494	166,000	211,768	216,045
Capital	285,213	74,288	-	-	-	-
Total Other	427,358	228,939	178,494	166,000	211,768	216,045
Total Fire	\$ 11,361,376	\$ 11,724,461	\$ 11,466,197	\$ 11,672,499	\$ 11,862,569	\$ 12,192,595

DEPARTMENT: Fire (11)
FUND: General
RESPONSIBLE MANAGER: Jay Wittwer

DIVISON: Administration
FUND NUMBER: 000
POSITION: Fire Chief

Description

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

Expenditure Summary

<i>Fire - Administration</i>								
Expenditures	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% Chg	% Chg
Salaries & Wages	\$ 296,194	\$ 429,349	\$ 445,558	\$ 406,858	\$ 442,657	\$ 451,501	8.80%	2.00%
Personnel Benefits	90,200	118,938	123,219	125,259	131,671	139,866	5.12%	6.22%
Supplies	7,402	8,892	8,140	8,877	10,877	10,877	22.53%	0.00%
Services	169,251	164,573	164,233	171,216	282,607	300,598	65.06%	6.37%
Capital Outlays	-	74,288	-	-	-	-	0.00%	0.00%
Expenditure Total	\$ 563,047	\$ 796,040	\$ 741,150	\$ 712,210	\$ 867,812	\$ 902,842	21.85%	4.04%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

<i>Fire - Administration</i>							
Position	2016	2017	2017 Budgeted		2018	2018 Budgeted	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
Fire Chief	1	1	\$ 164,137	\$ 36,134	1	\$ 167,419	\$ 38,552
Assistant Fire Chief	1	1	145,148	32,009	1	148,051	34,209
Administrative Secretary	1	1	74,825	31,469	1	76,322	33,150
Admin Support Technician	1	1	58,083	32,024	1	59,245	33,920
Overtime			464	36		464	36
Administration Total	4	4	\$ 442,657	\$ 131,671	4	\$ 451,501	\$ 139,866

Expenditure Detail - Supplies, Services and Other

Supplies include small tools and equipment; Professional services and contract include travel, equipment replacement and O&M charges, insurance subscriptions and memberships, among others.

Fire - Administration						
Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
000.11.522.100.31.00 Supplies - Office	\$ 3,668	\$ 2,930	\$ 1,016	\$ -	\$ -	\$ -
000.11.522.100.31.01 Supplies - Operating	3,735	5,962	7,124	8,877	10,877	10,877
Total Supplies	7,402	8,892	8,140	8,877	10,877	10,877
000.11.522.100.41.00 Prof Svcs - Trakit	-	2,854	2,137	-	25,000	25,000
000.11.522.100.42.00 Communication -Telephones, fax, postage, reproduction for misc. brochures	18,816	25,169	24,839	23,170	23,170	23,170
000.11.522.100.43.00 Travel-Lodging, mileage, and meals for conferences and administrative staff tmng	1,102	429	2,173	2,250	2,250	2,250
000.11.522.100.45.00 Rental-Office machines rentals/leases	3,223	3,180	2,933	3,800	3,800	3,800
000.11.522.100.45.94 Rental-Equipment Replacement Fund	12,661	-	-	-	-	-
000.11.522.100.45.95 Rental-Equipment Rental O & M	15,718	18,007	18,950	18,992	22,097	22,759
000.11.522.100.46.00 Insurance - WCIA liability costs	97,516	-	-	90,000	-	-
000.11.522.100.46.01 Insurance - WCIA liability costs	-	90,000	90,000	-	173,286	190,615
000.11.522.100.48.01 R&M - MHz & Wireless Radios serviced by Valley Com and new portable radios	18,141	22,017	19,679	20,121	20,121	20,121
000.11.522.100.48.02 R&M - Copier repair and maintenance	-	-	300	300	300	300
000.11.522.100.49.00 Misc-Subscriptions, Fire Engineering, professional memberships: NFPA, IAFC, KCFCFA, WSAFC; tuition & registrations	2,074	2,917	3,221	12,583	12,583	12,583
Total Services	169,251	164,573	164,233	171,216	282,607	300,598
000.11.594.222.64.00 Capital - Machinery and equipment	-	62,710	-	-	-	-
000.11.594.600.64.00 Capital - Machinery and equipment	-	11,578	-	-	-	-
Total Other	-	74,288	-	-	-	-
Total Supplies, Services and Other	\$ 176,653	\$ 247,754	\$ 172,373	\$ 180,093	\$ 293,484	\$ 311,475

DEPARTMENT: Fire (11)
FUND: General
RESPONSIBLE MANAGER: Jay Wittwer

DIVISION: Suppression
FUND NUMBER: 000
POSITION: Fire Chief

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.

Expenditure Summary

<i>Fire - Suppression</i>								
Expenditures	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% change	% change
Salaries & Wages	\$ 6,247,295	\$ 6,224,621	\$ 6,086,577	\$ 6,448,554	\$ 6,319,992	\$ 6,427,205	-1.99%	1.70%
Personnel Benefits	1,635,397	1,965,554	2,049,265	2,032,005	1,942,259	2,064,776	-4.42%	6.31%
Supplies	127,125	212,328	156,414	101,100	141,100	141,100	39.56%	0.00%
Services	479,793	490,389	518,841	517,648	540,751	552,001	4.46%	2.08%
Capital Outlays	285,213	-	-	-	-	-	0.00%	0.00%
Expenditure Total	\$ 8,774,824	\$ 8,892,891	\$ 8,811,097	\$ 9,099,307	\$ 8,944,103	\$ 9,185,082	-1.71%	2.69%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

<i>Fire - Suppression</i>							
Position	2016	2017	2017 Budgeted		2018	2018 Budgeted	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
Fire Battalion Chief	3	3	\$ 384,576	\$ 90,926	3	\$ 392,268	\$ 97,305
Fire Captain	12	12	1,338,629	392,659	12	1,365,401	420,546
Firefighter	39	39	3,637,445	1,220,493	39	3,710,194	1,308,743
Acting Pay			51,000	4,617		51,000	4,617
Clothing Allowance			23,000	2,445		23,000	2,445
Overtime			560,822	51,639		560,822	51,639
Holiday Pay			230,454	14,546		230,454	14,546
Vacation Payout			94,066	5,934		94,066	5,934
Retiree Medical			-	159,000		-	159,000
Suppression Total	54	54	\$ 6,319,992	\$ 1,942,259	54	\$ 6,427,205	\$ 2,064,776

Expenditure Detail - Supplies, Services and Other

Supplies include fire operations supplies and small tools. Services include physicals and testing, equipment replacement and O&M charges, repairs and maintenance, and uniform cleaning, among others.

Fire - Suppression							
Account Number	Actual		Projected 2016	Budget			
	2014	2015		2016	2017	2018	
000.11.522.200.31.00 Supplies -Office and Operating	\$ 560	\$ 1,052	\$ 43	\$ -	\$ -	\$ -	
000.11.522.200.31.01 Supplies - Operating	86,691	123,791	99,812	55,000	55,000	55,000	
000.11.522.200.31.02 Supplies - Fire Equipment	47	131	-	-	-	-	
000.11.522.200.31.03 Supplies - Explorer Post	-	157	2,688	2,500	2,500	2,500	
000.11.522.200.31.04 Supplies - New Employee Costs	16,656	26,184	8,158	10,000	50,000	50,000	
000.11.522.200.31.05 Supplies - Airpack repair parts	13,764	18,860	10,600	10,600	10,600	10,600	
000.11.522.200.31.06 Supplies - Safety/Health	1,681	11,060	10,846	11,000	11,000	11,000	
000.11.522.200.35.00 Supplies - Small Tools & Minor Equipment	7,726	31,094	24,267	12,000	12,000	12,000	
Total Supplies	127,125	212,328	156,414	101,100	141,100	141,100	
000.11.522.200.41.00 Prof Svcs - Air samples and svcs	11,018	8,719	1,016	4,000	4,000	4,000	
000.11.522.200.41.02 Prof Svcs - Hazmat physicals, hearing tests, TB & Hep B testing	7,416	8,009	11,858	8,000	8,000	8,000	
000.11.522.200.41.03 Prof Svcs - Hose & ladder testing	-	-	803	12,000	12,000	12,000	
000.11.522.200.41.04 Prof Svcs - New employee costs: medical physicals, psychological testing, recruit academy tuition	4,459	15,338	1,289	2,500	2,500	2,500	
000.11.522.200.41.06 Prof Svcs - Medical services	2,908	2,734	-	-	-	-	
000.11.522.200.42.00 Communication - Language line	446	91	10	-	-	-	
000.11.522.200.43.00 Travel -	-	6,652	-	-	-	-	
000.11.522.200.45.00 Rental-Office machines rentals/leases	-	93	-	-	-	-	
000.11.522.200.45.01 Rental - Fire Hydrant	-	-	-	-	-	-	
000.11.522.200.45.94 Rental-Equipment Replacement Fund	13,527	-	-	-	-	-	
000.11.522.200.45.95 Rental-Equipment Rental O & M	382,620	402,913	447,884	448,357	471,460	482,710	
000.11.522.200.48.01 R&M - Repairs & maint. for bunker gear, exercise equipment, and portable radios	16,324	21,853	31,981	20,000	20,000	20,000	
000.11.522.200.48.02 R&M - Debt service for 2 new fire engines	827	849	-	-	-	-	
000.11.522.200.49.00 Misc - Subscriptions, RMS CAD interface fees, tuition and registrations	2,576	2,641	1,830	2,000	2,000	2,000	
000.11.522.200.49.03 Misc - Explorer Post	-	300	291	-	-	-	
000.11.522.200.49.05 Misc - Uniform cleaning	37,673	20,198	21,879	20,791	20,791	20,791	
Total Services	479,793	490,389	518,841	517,648	540,751	552,001	
000.11.594.250.64.00 Capital - Machinery and equipment	285,213	-	-	-	-	-	
Total Other	285,213	-	-	-	-	-	
Total Supplies, Services and Other	\$ 892,132	\$ 702,716	\$ 675,255	\$ 618,748	\$ 681,851	\$ 693,101	

DEPARTMENT: Fire (11)
FUND: General
RESPONSIBLE MANAGER: Jay Wittwer

DIVISION: Fire Prev. & Investigation
FUND NUMBER: 000
POSITION: Fire Chief

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.

Expenditure Summary

<i>Fire - Prevention & Investigation</i>								
Expenditures	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% change	% change
Salaries & Wages	\$ 611,502	\$ 609,344	\$ 603,425	\$ 575,412	\$ 619,548	\$ 629,927	7.67%	1.68%
Personnel Benefits	129,935	141,863	148,292	144,320	164,177	173,866	13.76%	5.90%
Supplies	15,369	15,887	15,498	9,000	12,000	12,000	33.33%	0.00%
Services	68,056	48,043	30,776	33,618	37,315	38,087	11.00%	2.07%
Expenditure Total	\$ 824,862	\$ 815,137	\$ 797,990	\$ 762,350	\$ 833,040	\$ 853,880	9.27%	2.50%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

<i>Fire - Prevention & Investigation</i>							
Position	2016	2017	2017 Budgeted		2018	2018 Budgeted	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
Fire Battalion Chief	1	1	\$ 131,390	\$ 35,983	1	\$ 134,018	\$ 38,465
Fire Captain	2	2	234,427	58,517	2	239,115	62,494
Fire Project Coordinator	1	1	93,575	41,698	1	95,447	44,008
Admin Support Technician	1	1	59,552	20,163	1	60,743	21,084
Standby			39,461	2,644		39,461	2,644
Overtime			61,143	5,172		61,143	5,172
Prevention Total	5	5	\$ 619,548	\$ 164,177	5	\$ 629,927	\$ 173,866

Expenditure Detail - Supplies and Services

Supplies include operating supplies for fire investigation activities. Services include equipment replacement and O&M charges, registration, training, subscriptions, and travel, among others.

Fire - Prevention & Investigation						
Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
000.11.522.300.31.00 Supplies - Office & Operating	\$ 574	\$ 428	\$ 42	\$ -	\$ -	\$ -
000.11.522.300.31.01 Supplies - Operating	14,795	15,459	15,456	9,000	12,000	12,000
Total Supplies	15,369	15,887	15,498	9,000	12,000	12,000
000.11.522.300.41.00 Prof Svcs - Convert plans to CD storage	4,310	1,655	329	5,000	5,000	5,000
000.11.522.300.42.00 Communication - Telecom services	786	1,192	1,080	-	-	-
000.11.522.300.43.00 Travel - Lodging, mileage, meals for fire prevention/investigation classes	1,989	326	827	1,500	1,500	1,500
000.11.522.300.45.00 Equipment Rental -	1,095	2,796	1,150	-	-	-
000.11.522.300.45.94 Rental-Equipment Replacement Fund	22,645	18,474	-	-	-	-
000.11.522.300.45.95 Rental-Equipment Rental O & M	22,930	19,546	20,317	20,118	23,815	24,587
000.11.522.300.48.00 R&M - Annual maintenance	310	244	84	-	-	-
000.11.522.300.49.00 Misc - Registrations for classes, subscriptions, memberships	12,747	2,222	5,743	6,000	6,000	6,000
000.11.522.300.49.08 Misc - PPI credit card fees	1,242	1,589	1,247	1,000	1,000	1,000
Total Services	68,056	48,043	30,776	33,618	37,315	38,087
Total Supplies, Services and Other	\$ 83,424	\$ 63,930	\$ 46,273	\$ 42,618	\$ 49,315	\$ 50,087

DEPARTMENT: Fire (11)
FUND: General
Responsible Manager: Jay Wittwer

DIVISION: Training
FUND NUMBER: 000
Position: Fire Chief

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.

Expenditure Summary

<i>Fire - Training</i>								
Expenditures	Actual		Projected 2016	Budget			2016-17 % change	2017-18 % change
	2014	2015		2016	2017	2018		
Salaries & Wages	\$ 294,042	\$ 250,506	\$ 235,745	\$ 252,476	\$ 253,493	\$ 258,187	0.40%	1.85%
Personnel Benefits	63,905	61,280	59,085	56,051	66,737	71,345	19.06%	6.90%
Supplies	4,856	4,023	5,461	8,500	8,500	8,500	0.00%	0.00%
Services	84,395	60,593	59,303	80,376	119,318	128,654	48.45%	7.82%
Expenditure Total	\$ 447,198	\$ 376,402	\$ 359,593	\$ 397,403	\$ 448,048	\$ 466,685	12.74%	4.16%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

<i>Fire - Training</i>							
Position	2016	2017	2017 Budgeted		2018	2018 Budgeted	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
Captain	2	2	234,680	65,146	2	239,374	69,754
Overtime			18,813	1,591		18,813	1,591
Training Total	2	2	\$ 253,493	\$ 66,737	2	\$ 258,187	\$ 71,345

Expenditure Detail – Supplies, Services and Other

Supplies include miscellaneous training and operating supplies; services include instructor fees, travel, equipment replacement and O&M charges, membership, and registrations, among others.

<i>Fire - Training</i>						
Account Number		Actual		Projected	Budget	
		2014	2015	2016	2016	2017 2018
000.11.522.410.31.00	Supplies - Office & Operating	\$ 3,032	\$ 274	\$ 216	\$ -	\$ - \$ -
000.11.522.410.31.01	Supplies - Operating	1,824	2,628	4,278	5,500	5,500 5,500
000.11.522.410.31.44	Supplies - Training	-	1,120	967	3,000	3,000 3,000
Total Supplies		4,856	4,023	5,461	8,500	8,500 8,500
000.11.522.410.41.00	Prof Svcs - CBT instructor fees, Outside training instructors, emergency vehicle driving cert., other prof. svcs	3,119	3,500	4,100	4,500	4,500 4,500
000.11.522.410.42.00	Communication - Telecom services	960	4,173	480	-	- -
000.11.522.410.43.00	Travel - Lodging, mileage, and meals for training division classes	1,554	2,338	3,748	2,000	2,000 2,000
000.11.522.410.45.01	Rental - Honey buckets	-	-	-	-	- -
000.11.522.410.45.94	Rental-Equipment Replacement Fund	14,722	-	-	-	- -
000.11.522.410.45.95	Rental-Equipment Rental O & M	20,246	16,068	11,911	11,876	16,818 17,154
000.11.522.410.49.00	Misc - Tuition, registrations, memberships, ham radio testing	32,718	25,669	31,712	47,000	81,000 90,000
000.11.522.410.49.44	Misc - Education training - contract	11,075	8,845	7,351	15,000	15,000 15,000
Total Services		84,395	60,593	59,303	80,376	119,318 128,654
Total Supplies, Services and Other		\$ 89,250	\$ 64,616	\$ 64,764	\$ 88,876	\$ 127,818 \$ 137,154

DEPARTMENT: Fire (11)
FUND: General
RESPONSIBLE MANAGER: Jay Wittwer

DIVISION: Facilities
FUND NUMBER: 000
POSITION: Fire Chief

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. Facility program goals represent facility improvements the department would like to see implemented during the budget period. Completion of these goals is dependent upon funding decisions for the 303 Fund.

Expenditure Summary

<i>Fire - Facilities</i>								
Expenditures	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% change	% change
Supplies	\$ 11,761	\$ 18,592	\$ 23,677	\$ 28,500	\$ 28,500	\$ 28,500	0.00%	0.00%
Services	77,943	79,850	78,853	82,360	82,360	82,360	0.00%	0.00%
Expenditure Total	\$ 89,704	\$ 98,442	\$ 102,531	\$ 110,860	\$ 110,860	\$ 110,860	0.00%	0.00%

Expenditure Detail – Supplies, Services and Other

Supplies include miscellaneous station supplies; services consist of utilities for each of the stations.

Fire - Facilities							
Account Number		Actual		Projected	Budget		
		2014	2015	2016	2016	2017	2018
000.11.522.500.31.00	Supplies - Office & Operating all stations	\$ 11,424	\$ 17,228	\$ 23,399	\$ 28,500	\$ 28,500	\$ 28,500
000.11.522.500.31.01	Supplies - Station 51	337	1,364	278	-	-	-
Total Supplies		11,761	18,592	23,677	28,500	28,500	28,500
000.11.522.500.42.01	Communication - Station 51 telephone and alarm service	1,284	-	95	2,000	2,000	2,000
000.11.522.500.42.02	Communication - Station 52 telephone and alarm service	470	428	955	1,000	1,000	1,000
000.11.522.500.42.03	Communication - Station 53 telephone and alarm service	300	1,508	746	1,000	1,000	1,000
000.11.522.500.42.04	Communication - Station 54 telephone and alarm service	426	571	2,919	5,000	5,000	5,000
000.11.522.500.47.01	Public Utility - Station 51 electricity	21,617	20,813	22,754	22,200	22,200	22,200
000.11.522.500.47.02	Public Utility - Station 52 electricity	2,087	1,939	3,267	6,000	6,000	6,000
000.11.522.500.47.03	Public Utility - Station 51 water, sewer, and surface water	12,547	14,509	10,560	7,300	7,300	7,300
000.11.522.500.47.04	Public Utility - Station 52 water, sewer, and surface water	3,764	3,966	3,702	3,550	3,550	3,550
000.11.522.500.47.07	Public Utility - Station 51 natural gas	6,143	5,061	5,841	7,100	7,100	7,100
000.11.522.500.47.08	Public Utility - Station 52 natural gas	5,296	5,305	4,262	3,000	3,000	3,000
000.11.522.500.47.09	Public Utility - Station 53 electricity	4,655	5,892	4,972	4,100	4,100	4,100
000.11.522.500.47.11	Public Utility - Station 53 natural gas	3,187	3,154	3,634	4,560	4,560	4,560
000.11.522.500.47.12	Public Utility - Station 54 water, sewer, and surface water	3,077	3,027	2,985	3,000	3,000	3,000
000.11.522.500.47.14	Public Utility - Station 54 electricity	4,717	4,816	4,182	4,000	4,000	4,000
000.11.522.500.47.15	Public Utility - Station 54 natural gas	3,267	2,735	3,211	4,500	4,500	4,500
000.11.522.500.47.16	Public Utility - Station 53 water, sewer, and surface water	4,487	5,277	4,767	4,050	4,050	4,050
000.11.522.500.48.01	R&M - Station 51	260	848	-	-	-	-
000.11.522.500.49.00	Misc - Alarm services	360	-	-	-	-	-
Total Services		77,943	79,850	78,853	82,360	82,360	82,360
Total Supplies, Services and Other		\$ 89,704	\$ 98,442	\$ 102,531	\$ 110,860	\$ 110,860	\$ 110,860

DEPARTMENT: Fire (11)
FUND: General
RESPONSIBLE MANAGER: Jay Wittwer

DIVISION: Special Operations
FUND NUMBER: 000
POSITION: Fire Chief

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.

Expenditure Summary

<i>Fire - Special Operations</i>								
Expenditures	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% change	% change
Supplies	\$ 7,248	\$ 6,953	\$ 11,746	\$ 15,000	\$ 8,000	\$ 8,000	-46.67%	0.00%
Services	56,110	23,821	63,903	46,351	45,133	45,581	-2.63%	0.99%
Expenditure Total	\$ 63,357	\$ 30,774	\$ 75,649	\$ 61,351	\$ 53,133	\$ 53,581	-13.40%	0.84%

Expenditure Detail – Supplies, Services and Other

Supplies include miscellaneous office and operating as well as small tools and equipment specific to special operations. Services include participation in annual recycling event, equipment replacement and O&M charges, training, travel, and repairs and maintenance, among others.

Fire - Special Operations						
Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
000.11.522.201.31.00 Supplies - Office & Operating	\$ 2,081	\$ 2,049	\$ 4,874	\$ 8,000	\$ 2,000	\$ 2,000
000.11.522.201.35.00 Supplies - Small Tools & Minor Equipment	1,380	181	1,000	1,000	-	-
000.11.522.202.31.00 Supplies - Office & Operating	3,787	4,724	4,873	5,000	5,000	5,000
000.11.522.202.35.00 Small Tools & Minor Equipment	-	-	1,000	1,000	1,000	1,000
Total Supplies	7,248	6,953	11,746	15,000	8,000	8,000
000.11.522.201.41.01 Prof Svcs - Annual recycling event	16,937	17,712	37,760	20,000	20,000	20,000
000.11.522.201.43.00 Travel - Lodging, meals, and mileage for hazmat related training	-	-	750	750	-	-
000.11.522.201.45.94 Rental-Equipment Replacement Fund	24,552	-	-	-	-	-
000.11.522.201.45.95 Rental-Equipment Rental O & M	10,775	4,921	17,133	17,101	17,883	18,331
000.11.522.201.48.00 R&M - Calibration of hazmat testing equipment, level A suit repair	1,471	241	1,999	2,000	-	-
000.11.522.201.49.00 Misc - Tuition/registration for Hazmat related training	1,698	947	260	500	-	-
000.11.522.202.43.00 Travel - Lodging, meals, and mileage for rescue team related training courses	-	-	500	500	1,250	1,250
000.11.522.202.48.00 R&M - Rescue boat repairs, rescue tools maint., air monitoring equip. calibration	-	-	500	500	500	500
000.11.522.202.49.00 Misc - Registration/tuition for specialized rescue related training classes	676	-	5,000	5,000	5,500	5,500
Total Services	56,110	23,821	63,903	46,351	45,133	45,581
Total Supplies, Services and Other	\$ 63,357	\$ 30,774	\$ 75,649	\$ 61,351	\$ 53,133	\$ 53,581

DEPARTMENT: Fire (11)
FUND: General
RESPONSIBLE MANAGER: Jay Wittwer

DIVISION: Emergency Management
FUND NUMBER: 000
POSITION: Fire Chief

Description

This division establishes a solid foundation for emergency management in the City of Tukwila.

Expenditure Summary

<i>Fire - Emergency Management</i>								
Expenditures	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% change	% change
Salaries & Wages	\$ 211,893	\$ 234,895	\$ 262,830	\$ 221,557	\$ 228,222	\$ 232,598	3.01%	1.92%
Personnel Benefits	54,680	61,004	64,963	61,994	65,447	69,333	5.57%	5.94%
Supplies	106,159	160,479	20,715	32,268	36,268	36,268	12.40%	0.00%
Services	27,199	64,978	14,280	12,533	21,368	22,171	70.49%	3.76%
Expenditure Total	\$ 399,932	\$ 521,356	\$ 362,788	\$ 328,352	\$ 351,305	\$ 360,370	6.99%	2.58%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

<i>Fire - Emergency Management</i>							
Position	2016	2017	2017 Budgeted		2018	2018 Budgeted	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
BC/Emergency Mgmt Mgr	1	1	\$ 133,176	\$ 30,917	1	\$ 135,840	\$ 33,096
CERT Trainer	1	1	85,639	33,736	1	87,352	35,442
Overtime			9,406	795		9,406	795
Emergency Mgmt Total	2	2	\$ 228,222	\$ 65,447	2	\$ 232,598	\$ 69,333

Expenditure Detail – Supplies, Services and Other

Supplies include supplies and small tools utilized for emergency management operations; services include equipment rental and repair among other items.

Fire - Prevention & Investigation						
Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
000.11.522.300.31.00 Supplies - Office & Operating	\$ 574	\$ 428	\$ 42	\$ -	\$ -	\$ -
000.11.522.300.31.01 Supplies - Operating	14,795	15,459	15,456	9,000	12,000	12,000
Total Supplies	15,369	15,887	15,498	9,000	12,000	12,000
000.11.522.300.41.00 Prof Svcs - Convert plans to CD storage	4,310	1,655	329	5,000	5,000	5,000
000.11.522.300.42.00 Communication - Telecom services	786	1,192	1,080	-	-	-
000.11.522.300.43.00 Travel - Lodging, mileage, meals for fire prevention/investigation classes	1,989	326	827	1,500	1,500	1,500
000.11.522.300.45.00 Equipment Rental -	1,095	2,796	1,150	-	-	-
000.11.522.300.45.94 Rental-Equipment Replacement Fund	22,645	18,474	-	-	-	-
000.11.522.300.45.95 Rental-Equipment Rental O & M	22,930	19,546	20,317	20,118	23,815	24,587
000.11.522.300.48.00 R&M - Annual maintenance	310	244	84	-	-	-
000.11.522.300.49.00 Misc - Registrations for classes, subscriptions, memberships	12,747	2,222	5,743	6,000	6,000	6,000
000.11.522.300.49.08 Misc - PPI credit card fees	1,242	1,589	1,247	1,000	1,000	1,000
Total Services	68,056	48,043	30,776	33,618	37,315	38,087
Total Supplies, Services and Other	\$ 83,424	\$ 63,930	\$ 46,273	\$ 42,618	\$ 49,315	\$ 50,087

DEPARTMENT: Fire (11)
FUND: General
RESPONSIBLE MANAGER: Jay Wittwer

DIVISION: Ambulance, Rescue & Aid
FUND NUMBER: 000
POSITION: Fire Chief

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.

Expenditure Summary

<i>Fire - Ambulance, Resuce & Aid</i>								
Expenditures	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% change	% change
Supplies	\$ 28,758	\$ 29,032	\$ 28,669	\$ 26,500	\$ 26,500	\$ 26,500	0.00%	0.00%
Services	27,550	9,735	8,237	8,166	16,000	16,750	95.93%	4.69%
Intergovt. Services & Taxes	142,145	154,651	178,494	166,000	211,768	216,045	27.57%	2.02%
Expenditure Total	\$ 198,453	\$ 193,418	\$ 215,399	\$ 200,666	\$ 254,268	\$ 259,295	26.71%	1.98%

Expenditure Detail - Supplies and Services

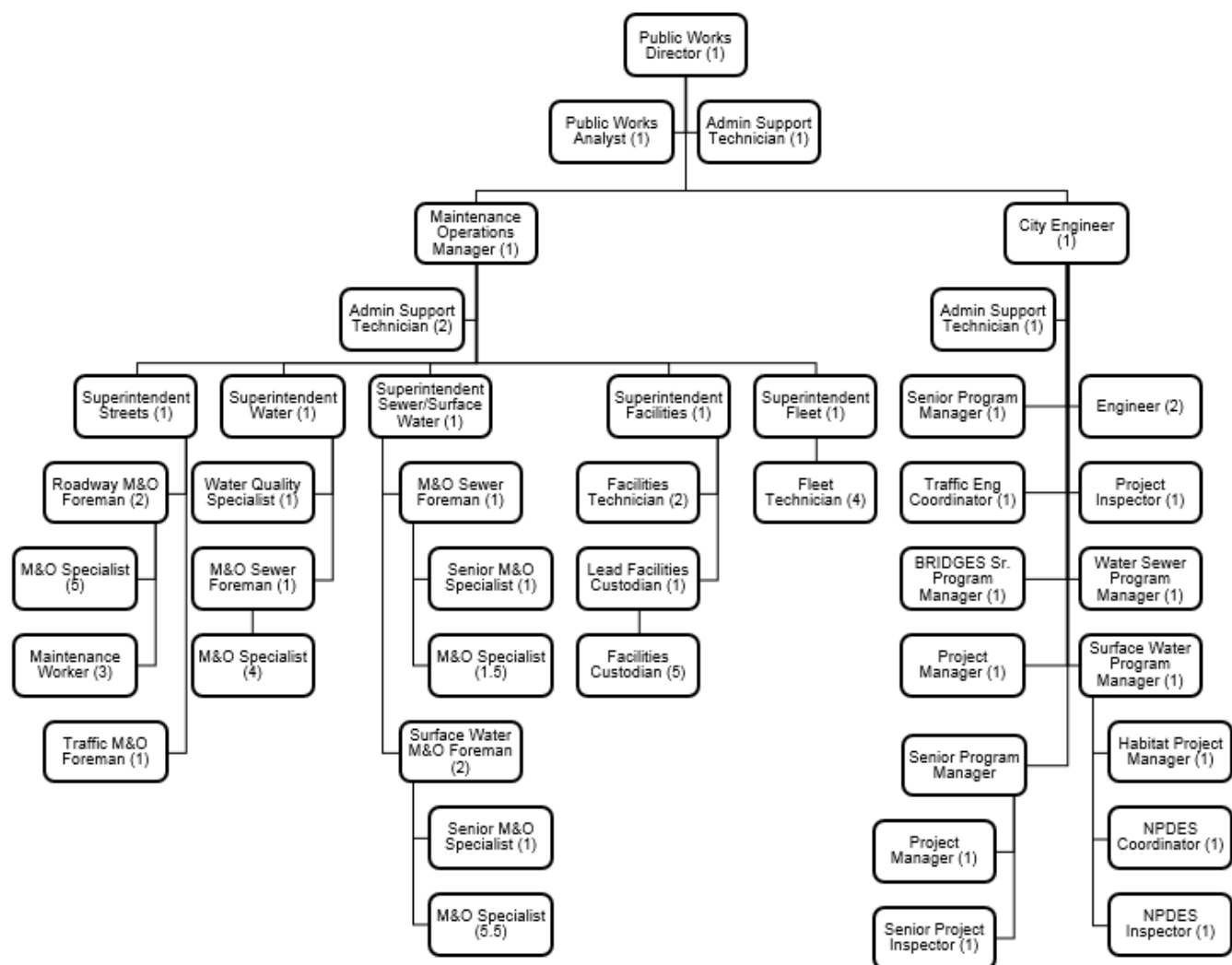
Supplies include miscellaneous operating supplies; services include equipment O&M and equipment maintenance. Intergovernmental includes dispatch services.

<i>Fire - Ambulance, Rescue & Aid</i>							
Account Number	Actual		Projected	Budget			
	2014	2015	2016	2016	2017	2018	
000.11.522.208.31.00 Supplies - Office & Operating	\$ 2,782	\$ 3,505	\$ 6,419	\$ -	\$ -	\$ -	
000.11.522.208.31.01 Supplies - Operating	25,976	25,527	22,250	26,500	26,500	26,500	
Total Supplies	28,758	29,032	28,669	26,500	26,500	26,500	
000.11.522.208.45.94 Rental-Equipment Replacement Fund	17,834	-	-	-	-	-	
000.11.522.208.45.95 Rental-Equipment Rental O & M	9,716	9,735	7,237	7,166	15,000	15,750	
000.11.522.208.48.00 R&M - Defibrillators, backboards, blood pressure cuff calibration	-	-	1,000	1,000	1,000	1,000	
Total Services	27,550	9,735	8,237	8,166	16,000	16,750	
000.11.522.230.51.01 Intergovt - Fire suppression Valley Comm	65,387	70,882	81,968	76,360	93,170	95,060	
000.11.522.230.51.02 Intergovt - Rescure/Emergency Aid - Valley Comm	76,758	83,769	96,525	89,640	118,598	120,985	
Total Intergovernmental	142,145	154,651	178,494	166,000	211,768	216,045	
Total Supplies, Services and Other	\$ 198,453	\$ 193,418	\$ 215,399	\$ 200,666	\$ 254,268	\$ 259,295	



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Public Works



DEPARTMENT: Public Works (13)**FUND:** General**RESPONSIBLE MANAGER:** Bob Giberson**FUND NUMBER:** 000**POSITION:** Director**Description:**

The mission of the Public Works Department is to preserve, enhance, and promote Tukwila's quality of life and public safety through the construction and operation of reliable and sustainable infrastructure services necessary to meet the demands of our growing and diverse community.

2015-2016 Accomplishments

- ◆ Completed Interurban Ave S street improvements. **Strategic Goal 5.**
- ◆ Completed Thorndyke and Cascade View Safe Routes to School projects. **Strategic Goal 1.**
- ◆ Began design of 53rd Ave S Improvements (Sidewalks and Utilities). **Strategic Goal 1.**
- ◆ FASTLANE grant awarded for the Strander Boulevard Extension Project. **Strategic Goal 1.**
- ◆ Cleaned Tukwila International Blvd streetscape at higher frequency. **Strategic Goal 1.**
- ◆ Completed construction of E Marginal Way S Storm Pipe Replacement. **Strategic Goal 1. Utility Comp Plan Goal 12.1**
- ◆ Completed additional segments of the CBD Sewer Rehabilitation Project. **Strategic Goal 1. Utility Comp Plan Goal 12.1**

2017-2018 Outcome Goals

- ◆ Improve pedestrian safety. **Strategic Goal 1.**
- ◆ Improve City Facilities to enhance public safety and efficiencies. **Strategic Goal 4.**
- ◆ Improve internal customer service. **Strategic Goal 4.**

2017-2018 Indicators of Success

- ◆ Secure additional funding for Strander Blvd Extension Phase 3.
- ◆ Complete construction of the TUC Pedestrian/Bicycle Bridge.
- ◆ Complete construction of 53rd Ave S.

2017-2018 Performance Measures

- ◆ Improve development permit review and approval process.
- ◆ Improve operations and maintenance task prioritization, tracking, and reporting.
- ◆ Improve engineering contracting process for capital projects.
- ◆ Maximize efficiency of enterprise fund utilities.
- ◆ Improve internal service work order tracking and reporting.

Performance Measures

	2014 Actual	2015 Actual	2016 Estimated	2017 Projection	2018 Projection
Inventory					
Number of City facilities	40	40	41	41	41
Number of City employees	334	343	343	347	347
Amount of square footage for all City facilities	239,284	239,284	242,633	242,633	242,633

	2014 Actual	2015 Actual	2016 Estimated	2017 Projection	2018 Projection
Traffic Signals & Signs					
% of City-owned streetlights repaired within 72 hours. For Seattle City Light/Puget Sound Energy streetlights, report within 24 hours	80%	80%	80%	80%	80%
% of all traffic signal problems corrected within 24 hours	100%	100%	100%	100%	100%
Number of signalized intersections	68	68	68	68	68
Hours maintaining all City-owned traffic signals	7,500	7,500	7,500	7,500	7,500
Number of traffic signal emergency calls	30	30	30	40	40
Evaluate reflectivity of all signs once a year	75%	75%	75%	75%	75%
Number of signs maintained	4,325	4,325	4,325	4,350	4,350
% of potholes repaired within 96 hours of notice	100%	100%	100%	100%	100%
Amount of hours spent on graffiti removal (annual)	1,050	1,000	1,050	2,000	2,000
City street cleaning:					
% of Residential streets twice a year.	100%	100%	100%	100%	100%
% of Arterial residential and commercial/industrial roads swept three times a year.	100%	100%	100%	100%	100%
% of Arterial commercial/industrial roads swept four times a year.	100%	100%	100%	100%	100%
Inventory					
Number of Residential lane miles	90	90	90	90	90
Number of Commercial lane miles	127	127	127	127	127

Budget Changes Discussion:

Salaries & Benefits. COLA increases were applied to salaries, and benefits were adjusted to account for changes in healthcare and retirement. Funding for the deputy public works director has been reallocated to the Technology & Innovation Services (TIS) department to fill the Business Analyst position. The GIS coordinator has also been moved to the TIS department. Additionally, the street maintenance worker position has gone from 0.5 FTE to a 1.00 FTE.

Services. Budget of \$110,000 for property insurance was transferred from the Finance department to Public Works. In 2016 the cost was charged to this department but the budget resided in the Finance department. Additionally, utility accounts were increased to reflect actual charges.

Capital. Facility maintenance includes the costs to purchase an auto scrubber floor machine for \$7,500 in 2017. The street department has \$28,500 in capital for a raised pavement marker (yellow and white buttons) applicator in 2017.

Expenditure Summary

<i>Public Works Department</i>								
Expenditures By Program	Actual		Projected 2016	Budget			2016-17 % Chg	2017-18 % Chg
	2014	2015		2016	2017	2018		
Administration	\$ 546,101	\$ 556,303	\$ 566,910	\$ 596,899	\$ 451,699	\$ 462,586	-24.33%	2.41%
Maintenance Administration	352,156	365,410	376,879	380,407	393,700	405,204	3.49%	2.92%
Engineering	444,861	537,691	581,752	715,142	643,477	660,377	-10.02%	2.63%
Development Services	446,540	459,902	463,493	470,399	486,910	501,198	3.51%	2.93%
Facility Maintenance	1,405,244	1,501,951	1,608,138	1,654,419	1,826,853	1,846,684	10.42%	1.09%
Street Maintenance	2,614,100	2,826,851	2,957,703	3,162,762	3,109,593	3,149,644	-1.68%	1.29%
Department Total	\$ 5,809,002	\$ 6,248,108	\$ 6,554,875	\$ 6,980,028	\$ 6,912,232	\$ 7,025,693	-0.97%	1.64%

<i>Public Works Department</i>								
Expenditures By Type	Actual		Projected 2016	Budget			2016-17 % Chg	2017-18 % Chg
	2014	2015		2016	2017	2018		
Salaries & Wages	\$ 2,628,979	\$ 2,579,318	\$ 2,777,311	\$ 2,932,732	\$ 2,779,896	\$ 2,834,174	-5.21%	1.95%
Personnel Benefits	924,089	964,920	1,120,054	1,184,487	1,182,013	1,246,042	-0.21%	5.42%
Supplies	310,985	337,389	410,283	437,431	425,700	425,700	-2.68%	0.00%
Services	1,936,403	2,359,608	2,247,220	2,425,378	2,488,624	2,519,778	2.61%	1.25%
Intergovt. Svcs & Taxes	48	44	6	-	-	-	0.00%	0.00%
Capital Outlays	8,498	6,829	-	-	36,000	-	0.00%	0.00%
Department Total	\$ 5,809,002	\$ 6,248,108	\$ 6,554,875	\$ 6,980,028	\$ 6,912,232	\$ 7,025,693	-0.97%	1.64%

Expenditure Detail - Salaries & Benefits

Salaries are based on contractual costs for existing positions and include a cost of living adjustment per contractual agreements.

Public Works Department							
Position Description	2016 FTE	2017 FTE	2017 Budgeted		2018 FTE	2018 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Public Works Director	1	1	\$ 156,791	\$ 41,703	1	\$ 159,927	\$ 43,407
Deputy Public Works Director	1	0	-	-	0	-	-
Maintenance Operations Manager	1	1	134,150	41,741	1	136,833	43,620
Engineer - Development	2	2	199,709	73,058	2	203,703	76,590
Project Inspector	1	1	75,828	41,411	1	77,345	43,901
City Engineer	1	1	137,828	34,994	1	140,585	36,305
Senior Program Manager	1	1	118,077	47,821	1	120,439	50,296
Senior Project Inspector	1	1	82,253	35,425	1	83,898	37,363
Traffic Engineering Coordinator	1	1	81,417	42,530	1	83,045	45,047
GIS Coordinator	1	0	-	-	0	-	-
Public Works Analyst	1	1	101,311	36,907	1	103,338	38,725
Admin Support Specialist	3	2	117,361	48,163	2	119,708	50,660
Admin Support Technician	1	2	125,075	72,327	2	127,576	76,680
Maint & Ops Superintendent	1	1	97,296	45,734	1	99,242	48,341
Facilities Ops Technician	2	1	72,413	25,132	1	73,861	26,362
Facilities Maint Technician	0	1	57,241	37,645	1	58,386	40,054
Lead Facilities Custodian	1	1	63,953	23,448	1	65,232	24,643
Facilities Custodian	5	5	291,957	136,108	5	297,796	143,844
Maint & Ops Superintendent	1	1	95,908	45,459	1	97,826	48,046
Maint & Ops Foreman	1.5	1.5	121,887	51,748	1.5	124,324	54,553
Traffic Operations Foreman	1	1	80,509	42,161	1	82,120	44,671
Maint & Ops Specialist	5	5	345,982	163,542	5	352,902	172,903
Maintenance Worker	2.5	3	156,949	84,333	3	160,088	89,407
Extra Labor			45,000	3,443		45,000	3,443
Overtime			21,000	1,606		21,000	1,606
Clothing Allowance			-	5,575		-	5,575
Department Total	36	34.5	\$ 2,779,896	\$1,182,013	34.5	\$2,834,174	\$1,246,042

Expenditure Detail - Supplies, Services and Other

Supplies include office and operating supplies and small tools. Services include professional services, travel, operating leases, equipment rental and replacement costs, utilities and repair & maintenance, among others.

Public Works						
Expenditures	Actual		Projected	Budget		
	2014	2015	2016	2016	2017	2018
Salaries	\$ 2,585,362	\$ 2,516,972	\$ 2,724,311	\$ 2,870,979	\$ 2,713,896	\$ 2,768,174
Extra Labor	28,390	27,683	39,908	45,723	45,000	45,000
Overtime	15,227	34,663	13,093	16,030	21,000	21,000
FICA	195,948	193,290	235,320	212,957	206,696	210,729
Pension	235,633	261,542	304,027	308,918	325,847	332,364
Industrial Insurance	44,176	48,294	53,727	66,107	68,170	75,161
Healthcare	443,652	452,051	513,374	590,330	575,725	622,213
Unemployment	1,617	6,745	10,805	-	-	-
Clothing Allowance	3,064	2,999	2,801	6,175	5,575	5,575
Total Salaries & Benefits	3,553,068	3,544,238	3,897,365	4,117,219	3,961,908	4,080,215
Supplies	271,860	324,216	384,197	418,750	408,250	408,250
Small tools	39,126	13,172	26,087	18,681	17,450	17,450
Total Supplies	310,985	337,389	410,283	437,431	425,700	425,700
Professional services	40,818	60,206	32,971	125,400	34,900	34,900
Communication	9,243	10,315	8,604	10,150	13,450	13,450
Travel	1,318	2,746	607	3,883	4,700	4,700
Advertising	-	438	463	1,500	1,500	1,500
Operating leases	503,468	594,415	440,201	571,629	460,779	466,737
Insurance	38,416	35,455	142,260	35,455	131,560	134,036
Utilities	1,169,391	1,358,951	1,386,827	1,425,826	1,527,100	1,549,720
Repair and maintenance	165,463	280,345	221,434	230,300	279,400	279,500
Miscellaneous	8,286	16,739	13,853	21,235	35,235	35,235
Total Services	1,936,403	2,359,608	2,247,220	2,425,378	2,488,624	2,519,778
Excise Taxes	48	44	6	-	-	-
Capital	8,498	6,829	-	-	36,000	-
Total Other	8,546	6,873	6	-	36,000	-
Total Public Works	\$ 5,809,002	\$ 6,248,108	\$ 6,554,875	\$ 6,980,028	\$ 6,912,232	\$ 7,025,693

DEPARTMENT: Public Works (13)
FUND: General
RESPONSIBLE MANAGER: Bob Giberson

DIVISION: Administration
FUND NUMBER: 000
POSITION: Director

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 facilities. The Public Works Director manages these programs through the Engineering division, Maintenance Administration, Development Services division, and the Facility Maintenance division, the equipment rental fund, and the utility enterprise funds. Numerous relationships with other agencies such as Cascade Water Alliance, King County, Metropolitan Wastewater Agencies, WSDOT, the Regional Transit Authority, and the cities of Renton, SeaTac, Seattle and Kent are required to coordinate projects and services.

Expenditure Summary

<i>Public Works - Administration</i>								
Expenditures	Actual		Projected 2016	Budget			2016-17 % Chg	2017-18 % Chg
	2014	2015		2016	2017	2018		
Salaries & Wages	\$ 405,002	\$ 414,776	\$ 417,283	\$ 438,480	\$ 316,783	\$ 323,119	-27.75%	2.00%
Personnel Benefits	116,424	117,877	131,696	138,049	98,488	102,925	-28.66%	4.50%
Supplies	10,815	8,118	8,000	8,000	9,000	9,000	12.50%	0.00%
Services	13,860	15,532	9,931	12,370	27,428	27,543	121.73%	0.42%
Expenditure Total	\$ 546,101	\$ 556,303	\$ 566,910	\$ 596,899	\$ 451,699	\$ 462,586	-24.33%	2.41%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

<i>Public Works - Administration</i>							
Position Description	2016 FTE	2017 FTE	2017 Budgeted		2018 FTE	2018 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Public Works Director	1	1	\$ 156,791	\$ 41,703	1	\$ 159,927	\$ 43,407
Deputy Public Works Director	1	0	-	-	0	-	-
Public Works Analyst	1	1	101,311	36,907	1	103,338	38,725
Admin Support Technician	1	1	58,680	19,878	1	59,854	20,793
Total	4	3	\$ 316,783	\$ 98,488	3	\$ 323,119	\$ 102,925

Expenditure Detail - Supplies, Services and Other

Supplies include miscellaneous office supplies. Services include professional services, travel, operating leases, equipment rental and replacement costs and repair & maintenance, among others. .

<i>Public Works - Administration</i>						
Account Number		Actual		Projected	Budget	
		2014	2015	2016	2016	2017 2018
000.13.543.100.31.00	Supplies - Repairs & Maintenance	\$ 10,815	\$ 8,118	\$ 7,000	\$ 7,000	\$ 8,000 \$ 8,000
000.13.543.100.31.01	Supplies - Office Equipment	-	-	1,000	1,000	1,000 1,000
Total Supplies		10,815	8,118	8,000	8,000	9,000 9,000
000.13.543.100.41.00	Prof Svcs - Cable franchise service renewal	6,355	8,125	4,723	-	- -
000.13.543.100.42.00	Communication - Phone and postage	1,277	1,458	1,189	650	1,500 1,500
000.13.543.100.43.00	Travel - Mileage, meals, parking	499	218	2	100	200 200
000.13.543.100.45.00	Rental - Copier	2,550	2,550	2,337	2,650	2,650 2,650
000.13.543.100.45.94	Rental - Equipment Replacement Fund	269	270	135	270	10 10
000.13.543.100.45.95	Rental - Equipment O & M	893	753	500	500	768 783
000.13.543.100.48.00	R&M - Plotter, copier and KIP copier	-	257	-	100	100 100
000.13.543.100.48.01	R&M - 800 MHZ radio	1,350	1,080	990	1,100	1,200 1,300
000.13.543.100.49.00	Misc - Memberships, registrations, and training	583	820	55	1,000	1,000 1,000
000.13.543.100.49.08	Misc - Credit card fees	84	-	-	1,000	- -
000.13.543.100.49.51	Centurylink/Comcast Franchise Negotiations	-	-	-	-	20,000 20,000
000.13.543.100.49.50	Misc - Advertising/printing expenses for City's clean-up events	-	-	-	5,000	- -
Total Services		13,860	15,532	9,931	12,370	27,428 27,543
Total Supplies and Services		\$ 24,675	\$ 23,650	\$ 17,931	\$ 20,370	\$ 36,428 \$ 36,543

DEPARTMENT: Public Works (13)
FUND: General
RESPONSIBLE MANAGER: Bob Giberson

DIVISION: Maintenance Administration
FUND NUMBER: 000
POSITION: Director

Description

The mission of Maintenance Administration is to manage the maintenance programs and activities for equipment rental, 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.

Expenditure Summary

<i>Public Works - Maintenance Administration</i>								
Object Description	Actual		Projected 2016	Budget			2016-17 % Chg	2017-18 % Chg
	2014	2015		2016	2017	2018		
Salaries & Wages	\$ 245,880	\$ 252,012	\$ 254,783	\$ 252,720	\$ 259,225	\$ 264,410	2.57%	2.00%
Personnel Benefits	92,445	99,501	107,015	105,664	114,067	120,300	7.95%	5.46%
Supplies	2,367	3,067	5,000	5,000	5,000	5,000	0.00%	0.00%
Services	11,464	10,830	10,081	17,023	15,408	15,494	-9.49%	0.56%
Expenditure Total	\$ 352,156	\$ 365,410	\$ 376,879	\$ 380,407	\$ 393,700	\$ 405,204	3.49%	2.92%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

<i>Public Works - Maintenance Administration</i>							
Position Description	2016	2017	2017 Budgeted		2018	2018 Budgeted	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
Maintenance Operations Manager	1	1	\$ 134,150	\$ 41,741	1	\$ 136,833	\$ 43,620
Admin Support Specialist	1	2	125,075	72,327	2	127,576	76,680
Admin Support Technician	1	0	-	-	0	-	-
Total	3	3	\$ 259,225	\$ 114,067	3	\$ 264,410	\$ 120,300

Expenditure Detail - Supplies, Services and Other

Supplies include miscellaneous operating and custodial supplies. Services include professional services, travel, operating leases, equipment rental and replacement costs and repair & maintenance, among others.

<i>Public Works - Maintenance Administration</i>						
Account Number		Actual		Projected	Budget	
		2014	2015	2016	2016	2017 2018
000.13.543.101.31.00	Supplies - Office & Operating	\$ 2,322	\$ 1,760	\$ 3,250	\$ 3,250	\$ 3,250 \$ 3,250
000.13.543.101.31.01	Supplies - Office Equipment	-	1,307	1,000	1,000	1,000 1,000
000.13.543.101.35.00	Small Tools & Minor Equipment	45	-	750	750	750 750
Total Supplies		2,367	3,067	5,000	5,000	5,000 5,000
000.13.543.101.41.00	Prof Svcs - Consultant services	22	22	-	1,000	500 500
000.13.543.101.42.00	Communication -	656	720	723	-	750 750
000.13.543.101.43.00	Travel - Mileage, meals, parking	10	233	213	300	300 300
000.13.543.101.45.00	Rental - Copiers at Minkler and George Long Buildings	1,993	1,993	1,831	7,700	7,000 7,000
000.13.543.101.45.94	Rental - Equipment Replacement Fund	1,979	1,979	1,270	1,979	527 527
000.13.543.101.45.95	Rental - Equipment O & M	5,319	4,542	4,009	4,009	4,296 4,382
000.13.543.101.49.00	Misc - Memberships, registrations, and training	1,485	1,340	2,035	2,035	2,035 2,035
Total Services		11,464	10,830	10,081	17,023	15,408 15,494
Total Supplies and Services		\$ 13,830	\$ 13,897	\$ 15,081	\$ 22,023	\$ 20,408 \$ 20,494

DEPARTMENT: Public Works (13)
FUND: General
RESPONSIBLE MANAGER: Bob Giberson

DIVISION: Engineering
FUND NUMBER: 000
POSITION: Director

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 Valley View Sewer District, as well as with regional agencies such as King County Metro Transit and Sewer, WSDOT, Green River Basin Technical Committee, Regional Transit Authority, Puget Sound Regional Council, 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.

Expenditure Summary

<i>Public Works - Engineering</i>								
Object Description	Actual		Projected 2016	Budget			2016-17 % Chg	2017-18 % Chg
	2014	2015		2016	2017	2018		
Salaries & Wages	\$ 265,052	\$ 353,667	\$ 402,722	\$ 415,944	\$ 419,575	\$ 427,967	0.87%	2.00%
Personnel Benefits	82,765	116,589	121,867	149,198	161,720	169,962	8.39%	5.10%
Supplies	38,214	5,808	8,000	8,000	8,000	8,000	0.00%	0.00%
Services	58,830	61,626	49,163	142,000	54,181	54,448	-61.84%	0.49%
Expenditure Total	\$ 444,861	\$ 537,691	\$ 581,752	\$ 715,142	\$ 643,477	\$ 660,377	-10.02%	2.63%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

<i>Public Works - Engineering</i>							
Position Description	2016	2017	2017 Budgeted		2018	2018 Budgeted	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
City Engineer	1	1	\$ 137,828	\$ 34,994	1	\$ 140,585	\$ 36,305
Senior Program Manager	1	1	118,077	47,821	1	120,439	50,296
Senior Project Inspector	1	1	82,253	35,425	1	83,898	37,363
Traffic Engineering Coordinator	0	1	81,417	42,530	1	83,045	45,047
GIS Coordinator	1	0	-	-	0	-	-
Clothing Allowance			-	950		-	950
Total	4	4	\$ 419,575	\$ 161,720	4	\$ 427,967	\$ 169,962

Expenditure Detail - Supplies, Services and Other

Supplies include miscellaneous operating supplies. Services include professional services for project management, travel, operating leases, equipment rental and replacement costs and repair & maintenance, among others.

Public Works - Engineering						
Account Number		Actual		Projected 2016	Budget	
		2014	2015		2016	2017 2018
000.13.543.130.31.00	Supplies - Office & Operating	\$ 6,743	\$ 5,808	\$ 7,000	\$ 7,000	\$ 7,000 \$ 7,000
000.13.543.130.35.00	Small Tools & Minor Equipment	1,500	-	1,000	1,000	1,000 1,000
000.13.543.130.35.01	Small Tools & Minor Equipment - 800Mhz	29,971	-	-	-	- -
Total Supplies		38,214	5,808	8,000	8,000	8,000 8,000
000.13.543.130.41.00	Prof Svcs - Consultant services for project management, computer support, traffic counts, surveying and transportation modeling, screening for compliance with ESA, peer reviews, traffic items not covered elsewhere, Development's annual water testing	14,440	22,693	17,500	118,400	28,400 28,400
000.13.543.130.41.02	Prof Svcs - Traffic Modeling	17,056	11,269	9,539	-	- -
000.13.543.130.42.00	Communication - Phone service, Nextel and postage	2,012	2,212	2,052	2,000	2,300 2,300
000.13.543.130.43.00	Travel - Mileage, meals, parking	199	2,147	217	783	1,500 1,500
000.13.543.130.44.00	Advertising	-	-	463	-	- -
000.13.543.130.45.94	Rental - Equipment Replacement Fund	5,157	1,546	1,096	1,546	1,088 1,088
000.13.543.130.45.95	Rental - Equipment O & M	15,383	13,894	11,271	11,271	13,893 14,160
000.13.543.130.48.00	R&M - Copier repairs and maintenance	785	943	1,025	2,000	1,000 1,000
000.13.543.130.49.00	Misc - Memberships, prof. licenses, trng, software, subscriptions/publications	3,799	6,923	6,000	6,000	6,000 6,000
Total Services		58,830	61,626	49,163	142,000	54,181 54,448
Total Supplies and Services		\$ 97,044	\$ 67,435	\$ 57,163	\$ 150,000	\$ 62,181 \$ 62,448

DEPARTMENT: Public Works (13)
FUND: General
RESPONSIBLE MANAGER: Bob Giberson

DIVISION: Development Services
FUND NUMBER: 000
POSITION: Director

Description

The Development Services Division is responsible for reviewing and approving permits associated with land altering, development, residences, and utility permits. The Development Services division works closely with the Department of Community Development to issue permits in a timely fashion. Services include the responsibility of inspecting applicant's utility systems for conformance to the City's standards. The City Engineer oversees this staff, who reports to the Director of Public Works.

Expenditure Summary

<i>Public Works - Development Services</i>								
Object Description	Actual		Projected 2016	Budget			2016-17 %Chg	2017-18 %Chg
	2014	2015		2016	2017	2018		
Salaries & Wages	\$ 329,741	\$ 333,822	\$ 330,047	\$ 336,106	\$ 343,218	\$ 349,902	2.12%	1.95%
Personnel Benefits	116,799	126,080	133,446	134,293	143,693	151,296	7.00%	5.29%
Expenditure Total	\$ 446,540	\$ 459,902	\$ 463,493	\$ 470,399	\$ 486,910	\$ 501,198	3.51%	2.93%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

<i>Public Works - Development Services</i>							
Position Description	2016	2017	2017 Budgeted		2018	2018 Budgeted	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
Engineer - Development	2	2	\$ 199,709	\$ 73,058	2	\$ 203,703	\$ 76,590
Project Inspector	1	1	75,828	41,411	1	77,345	43,901
Admin Support Technician	1	1	58,680	28,286	1	59,854	29,867
Overtime			9,000	689		9,000	688
Clothing Allowance			-	250		-	250
Total	4	4	\$ 343,218	\$ 143,693	4	\$ 349,902	\$ 151,296

DEPARTMENT: Public Works (13)
FUND: General
RESPONSIBLE MANAGER: Bob Giberson

DIVISION: Facility Maintenance
FUND NUMBER: 000
POSITION: Director

Description

The mission of the Facility Maintenance 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 41 facilities including restrooms in City parks, throughout the City, consisting of approximately 242,633 square feet, of which 149,957 square feet is provided with custodial care. Facilities maintained consist of the main City Hall (6200 Building), the 6300 Building, a large community center, library, four fire stations, Minkler, George Long, and Golf maintenance facilities, several public restrooms, and various other buildings.

Expenditure Summary

<i>Public Works - Facility Maintenance</i>								
Object Description	Actual		Projected 2016	Budget			2016-17 %Chg	2017-18 %Chg
	2014	2015		2016	2017	2018		
Salaries & Wages	\$ 509,797	\$ 513,482	\$ 551,311	\$ 591,977	\$ 583,860	\$ 595,517	-1.37%	2.00%
Personnel Benefits	195,499	210,837	252,105	268,617	270,142	285,320	0.57%	5.62%
Supplies	73,692	65,411	80,192	83,900	93,200	93,200	11.08%	0.00%
Services	626,255	712,220	724,530	709,925	872,151	872,647	22.85%	0.06%
Capital Outlays	-	-	-	-	7,500	-	0.00%	-100.00%
Expenditure Total	\$ 1,405,244	\$ 1,501,951	\$ 1,608,138	\$ 1,654,419	\$ 1,826,853	\$ 1,846,684	10.42%	1.09%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

<i>Public Works - Facility Maintenance</i>							
Position Description	2016	2017	2017 Budgeted		2018	2018 Budgeted	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
Maint & Ops Superintendent	1	1	\$ 97,296	\$ 45,734	1	\$ 99,242	\$ 48,341
Lead Facilities Custodian	1	1	63,953	23,448	1	65,232	24,643
Facilities Ops Technician	2	1	72,413	25,132	1	73,861	26,362
Facilities Maintenance Technician	0	1	57,241	37,645	1	58,386	40,054
Facilities Custodian	5	5	291,957	136,108	5	297,796	143,844
Overtime			1,000	76		1,000	76
Clothing Allowance			-	2,000		-	2,000
Total	9	9	\$ 583,860	\$ 270,142	9	\$ 595,517	\$ 285,320

Expenditure Detail - Supplies, Services and Other

Supplies include miscellaneous operating and repair supplies. Services include inspection fees, rental of equipment, utilities for city facilities, equipment rental and replacement costs and repair & maintenance, among others.

Public Works - Facility Maintenance						
Account Number		Actual		Projected	Budget	
		2014	2015	2016	2016	2017 2018
000.13.518.300.31.00	Supplies - Operating	\$ 2,340	\$ 3,589	\$ 3,200	\$ 3,200	\$ 3,200 \$ 3,200
000.13.518.300.31.01	Supplies - Repairs & Maintenance	27,596	23,851	33,792	37,500	37,500 37,500
000.13.518.300.31.02	Supplies - Custodial	42,135	36,920	40,700	40,700	50,000 50,000
000.13.518.300.35.00	Small Tools & Minor Equipment	1,621	1,050	2,500	2,500	2,500 2,500
Total Supplies		73,692	65,411	80,192	83,900	93,200 93,200
000.13.518.300.41.00	Prof Svcs - Consultant services inspections - boiler, roof, architectural	1,309	1,033	93	2,000	2,000 2,000
000.13.518.300.42.00	Communication - Nextel phones and pagers, Alarm system monitoring at facilities	3,880	4,659	3,200	3,200	4,600 4,600
000.13.518.300.45.00	Rental - scaffolding, pumps, A/C units, heaters, new copier lease at G Long, Lease of Records Center	86,018	89,252	85,906	99,950	100,000 100,000
000.13.518.300.45.94	Rental - Equipment Replacement Fund	16,860	16,013	10,695	16,013	2,759 2,759
000.13.518.300.45.95	Rental - Equipment O & M	27,838	27,219	28,313	28,313	29,987 30,483
000.13.518.300.46.04	Insurance	-	-	106,805	-	106,805 106,805
000.13.518.300.47.00	Public Utility - Facilities electricity,	330,842	4,121	4,187	359,449	1,000 1,000
000.13.518.300.47.21	Public Utility - Electricity	-	229,890	190,639	-	240,000 240,000
000.13.518.300.47.22	Public Utility - Gas	-	32,493	23,597	-	35,000 35,000
000.13.518.300.47.25	Public Utility - Water/Sewer	-	68,123	71,187	-	75,000 75,000
000.13.518.300.47.26	Public Utility - Surface Water	-	20,243	11,640	-	24,000 24,000
000.13.518.300.48.00	R&M - Facilities repair to security systems, HVAC, roof, plant care, carpet cleaning and exterminating completed by outside vendors	158,968	218,797	187,705	200,000	250,000 250,000
000.13.518.300.49.00	Misc - Memberships, licenses, tuitions for Certified Building Operators	541	378	563	1,000	1,000 1,000
Total Services		626,255	712,220	724,530	709,925	872,151 872,647
000.13.594.180.64.00	Capitol	-	-	-	-	7,500 -
Total Other		-	-	-	-	7,500 -
Total Supplies, Services and Other		\$ 699,948	\$ 777,631	\$ 804,722	\$ 793,825	972,851 \$ 965,847

DEPARTMENT: Public Works (16)
FUND: General
RESPONSIBLE MANAGER: Bob Giberson

DIVISION: Street Maintenance
FUND NUMBER: 000
POSITION: Director

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 127 lane miles of commercial/industrial streets and 90 lane miles of residential streets, including bridges, sidewalks, street lighting, and traffic cameras. The Street Maintenance unit maintains relationships with adjoining cities, King County and Washington State Department of Transportation.

Expenditure Summary

<i>Public Works - Street Maintenance</i>								
Object Description	Actual		Projected 2016	Budget			2016-17 %Chg	2017-18 %Chg
	2014	2015		2016	2017	2018		
Salaries & Wages	\$ 873,506	\$ 711,558	\$ 821,166	\$ 897,505	\$ 857,234	\$ 873,259	-4.49%	1.87%
Personnel Benefits	320,157	294,036	373,925	388,666	393,902	416,239	1.35%	5.67%
Supplies	185,898	254,984	309,091	332,531	310,500	310,500	-6.63%	0.00%
Services	1,225,993	1,559,401	1,453,515	1,544,060	1,519,456	1,549,646	-1.59%	1.99%
Intergovt. Services & Taxes	48	44	6	-	-	-	0.00%	0.00%
Capital Outlays	8,498	6,829	-	-	28,500	-	0.00%	-100.00%
Expenditure Total	\$ 2,614,100	\$ 2,826,851	\$ 2,957,703	\$ 3,162,762	\$ 3,109,593	\$ 3,149,644	-1.68%	1.29%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

<i>Public Works - Street Maintenance</i>							
Position Description	2016	2017	2017 Budgeted		2018	2018 Budgeted	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
Maint & Ops Superintendent	1	1	\$ 95,908	\$ 45,459	1	\$ 97,826	\$ 48,046
Traffic Operations Coordinator	1	0	-	-	0	-	-
Maint & Ops Foreman	1.5	1.5	121,887	51,748	1.5	124,324	54,553
Traffic Operations Foreman	1	1	80,509	42,161	1	82,120	44,671
Maint & Ops Specialist	5	5	345,982	163,542	5	352,902	172,903
Maintenance Worker	2.5	3	156,949	84,333	3	160,088	89,407
Extra Labor			45,000	3,443		45,000	3,443
Overtime			11,000	842		11,000	842
Clothing Allowance			-	2,375		-	2,375
Total	12	11.5	\$ 857,234	\$ 393,902	11.5	\$ 873,259	\$ 416,239

Expenditure Detail - Supplies, Services and Other

Supplies include miscellaneous operating supplies and small tools specific to roadway maintenance. Services include rental of equipment, utilities for city owned roadways, and repair & maintenance, among others.

Public Works - Street Maintenance/Admin						
Account Number	Actual		Projected	Budget		
	2014	2015		2016	2017	2018
000.16.542.900.31.00 Supplies - Office & Operating	\$ 649	\$ 429	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Total Supplies	649	429	1,000	1,000	1,000	1,000
000.16.542.900.41.00 Prof Svcs - Membership, testing fees	494	390	390	-	-	-
Total Services	494	390	390	-	-	-
Total Supplies and Services	\$ 1,143	\$ 819	\$ 1,390	\$ 1,000	\$ 1,000	\$ 1,000

Public Works - Street Maintenance/General Services						
Account Number	Actual		Projected	Budget		
	2014	2015		2016	2017	2018
000.16.543.300.31.00 Supplies - Office & Operating	\$ 5,663	\$ 6,866	\$ 4,000	\$ 4,000	\$ 5,000	\$ 5,000
000.16.543.300.35.00 Small Tools & Minor Equipment	4,143	613	4,231	4,231	3,000	3,000
Total Supplies	9,806	7,479	8,231	8,231	8,000	8,000
000.16.543.300.41.00 Professional Services - Consultant services	-	4,255	-	600	600	600
000.16.543.300.41.02 Professional Services - Physicals and hearing tests	622	491	555	500	500	500
000.16.543.300.42.00 Communication - Phone bills and Nextel cell phones	7	-	-	2,500	2,500	2,500
000.16.543.300.43.00 Travel - Mileage, meals and lodging to attend mtgs, workshops, seminars	573	148	175	2,000	2,000	2,000
000.16.543.300.44.00 Advertising - Seasonal help and replacement staff	-	438	-	1,500	1,500	1,500
000.16.543.300.45.94 Rental - Equipment replacement	191,482	246,408	97,035	198,725	69,720	69,720
000.16.543.300.45.95 Rental - Equipment O & M	147,227	187,996	195,303	195,303	224,681	229,775
000.16.543.300.46.00 Insurance - WCIA	38,416	-	35,455	35,455	-	-
000.16.543.300.46.01 Insurance - WCIA	-	35,455	-	-	24,755	27,231
000.16.543.300.48.00 R&M - Maintenance of general use tools and equipment	-	-	-	500	500	500
000.16.543.300.49.00 Miscellaneous - Licenses, tuition, clothing	1,795	7,278	5,200	5,200	5,200	5,200
Total Services	380,122	482,469	333,723	442,283	331,956	339,526
Total Supplies and Services	\$ 389,928	\$ 489,948	\$ 341,954	\$ 450,514	\$ 339,956	\$ 347,526

Public Works - Street Maintenance/Roadway

Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
000.16.542.300.31.01 Supplies - Operating	\$ 12,494	\$ 32,737	\$ 38,902	\$ 44,000	\$ 39,000	\$ 39,000
000.16.542.300.35.00 Small Tools & Minor Equipment	150	5,881	11,515	4,000	4,000	4,000
Total Supplies	12,644	38,618	50,417	48,000	43,000	43,000
000.16.542.300.41.00 Professional Services - Lab fees for material testing	-	-	-	100	100	100
000.16.542.300.43.00 Travel - Mileage, parking, and meals	-	-	-	100	100	100
000.16.542.300.45.00 Rental - Equipment rentals	500	-	500	3,400	3,400	3,400
000.16.542.300.47.00 Public Utility - Utility charges specifically from street projects	62	36	42	100	100	100
000.16.542.300.47.01 Public Utility - Surface water fees	500,052	-	-	604,727	-	-
000.16.542.300.47.02 Public Utility - Waste Management Disposal	180	5,603	12,182	15,000	10,000	10,000
000.16.542.300.47.26 Public Utility - Surface water fees	-	624,454	718,022	-	754,000	776,620
000.16.542.300.48.00 R&M - Repairs of saw cuts and grinder sharpening	-	7,841	-	100	100	100
Total Services	500,795	637,934	730,746	623,527	767,800	790,420
000.16.594.430.64.00 Machinery and Equipment	-	-	-	-	28,500	-
000.16.594.440.64.00 Machinery and Equipment	-	6,829	-	-	-	-
Total Other	-	6,829	-	-	28,500	-
Total Supplies, Services and Other	\$ 513,439	\$ 683,381	\$ 781,163	\$ 671,527	\$ 839,300	\$ 833,420

Public Works - Street Maintenance/Structures

Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
000.16.542.500.31.01 Supplies - Repairs & Maintenance	\$ 53	\$ -	\$ 1,181	\$ 1,000	\$ 1,000	\$ 1,000
Total Supplies	53	-	1,181	1,000	1,000	1,000
000.16.542.500.48.00 R&M - Structures & Bridges repairs done by outside vendors	-	-	1,000	1,500	1,500	1,500
Total Services	-	-	1,000	1,500	1,500	1,500
Total Supplies and Services	\$ 53	\$ -	\$ 2,181	\$ 2,500	\$ 2,500	\$ 2,500

Public Works - Street Maintenance/Lighting

Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
000.16.542.630.31.01 Supplies - Repairs & Maintenance	\$ 35,619	\$ 21,980	\$ 21,402	\$ 30,000	\$ 25,000	\$ 25,000
000.16.542.630.35.00 Small Tools & Minor Equipment	1,235	-	-	500	500	500
Total Supplies	36,854	21,980	21,402	30,500	25,500	25,500
000.16.542.630.41.00 Professional Services - Utility one call locating services	476	436	171	500	500	500
000.16.542.630.43.00 Travel - Mileage, meals, and parking	-	-	-	100	100	100
000.16.542.630.47.21 Public Utility - Electricity	-	232,073	260,137	-	264,000	264,000
000.16.542.630.47.22 Public Utility - Gas	-	5,626	656	-	6,000	6,000
000.16.542.630.47.00 Public Utility -Power bills from Seattle City Light & Puget Sound Energy	234,667	-	-	320,000	-	-
Total Services	235,143	238,135	260,964	320,600	270,600	270,600
Total Supplies and Services	\$ 271,997	\$ 260,115	\$ 282,366	\$ 351,100	\$ 296,100	\$ 296,100

Public Works - Street Maintenance/Traffic Control

Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
000.16.542.640.31.01 Supplies - Repairs & Maintenance	\$ 93,226	\$ 154,226	\$ 166,000	\$ 166,000	\$ 166,000	\$ 166,000
000.16.542.640.35.00 Small Tools & Minor Equipment	375	3,508	2,500	2,500	2,500	2,500
Total Supplies	93,600	157,734	168,500	168,500	168,500	168,500
000.16.542.640.41.00 Professional Services - Signal light share of utility one call locating services	-	10,078	-	100	100	100
000.16.542.640.42.00 Communication - Signal phone lines, Sprint access card for laptops	1,411	1,265	1,440	1,800	1,800	1,800
000.16.542.640.43.00 Travel - Mileage, meals, and parking	-	-	-	100	100	100
000.16.542.640.47.00 Public Utility - Public utility services for signal lights and crosswalks	64,387	-	-	89,550	-	-
000.16.542.640.47.21 Public Utility - Electricity	-	77,756	61,621	-	80,000	80,000
000.16.542.640.47.22 Public Utility - Gas	-	425	-	-	1,000	1,000
000.16.542.640.48.00 R&M - Repairs, interlocal for major emergencies, pole replacement	-	43,315	20,000	20,000	20,000	20,000
Total Services	65,798	132,839	83,061	111,550	103,000	103,000
Total Supplies and Services	\$ 159,398	\$ 290,573	\$ 251,561	\$ 280,050	\$ 271,500	\$ 271,500

Public Works - Street Maintenance/Snow & Ice Control

Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
000.16.542.660.31.01 Supplies	\$ 7,603	\$ 468	\$ 9,871	\$ 10,000	\$ 10,000	\$ 10,000
Total Supplies	7,603	468	9,871	10,000	10,000	10,000
000.16.542.660.43.00 Travel - Mileage, meals, parking	37	-	-	300	300	300
Total Services	37	-	-	300	300	300
Total Supplies and Services	\$ 7,641	\$ 468	\$ 9,871	\$ 10,300	\$ 10,300	\$ 10,300

Public Works - Street Maintenance/Roadside

Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
000.16.542.670.31.00 Supplies - Office & Operating	\$ 19,546	\$ 10,442	\$ 11,396	\$ 17,000	\$ 12,000	\$ 12,000
000.16.542.670.31.01 Supplies - Tree Replacement	53	208	1,124	6,000	6,000	6,000
000.16.542.670.35.00 Small Tools & Minor Equipment	86	2,120	207	1,200	1,200	1,200
Total Supplies	19,685	12,770	12,727	24,200	19,200	19,200
000.16.542.670.41.00 Professional Services - Testing sweeping materials for hazardous wastes	45	1,413	-	2,200	2,200	2,200
000.16.542.670.43.00 Travel - Mileage, meals, and parking	-	-	-	100	100	100
000.16.542.670.47.00 Public Utility - Electric, gas, and irrigation utilities.	22,151	-	811	7,000	-	-
000.16.542.670.47.02 Public Utility - Transfer station fees, recovery & disposal of freon, electronics recycling	17,048	16,925	30,000	30,000	30,000	30,000
000.16.542.670.47.25 Public Utility - Water	-	41,183	2,106	-	7,000	7,000
000.16.542.670.48.00 R&M - Rockery repairs by outside vendor	4,360	6,557	1,937	500	500	500
000.16.542.670.48.01 R&M - Contractor for tree removal by outside vendor	-	-	-	3,000	3,000	3,000
Total Services	43,605	66,078	34,854	42,800	42,800	42,800
000.16.542.670.53.00 Excise Tax	48	44	44	-	-	-
Total Intergovernmental	48	44	44	-	-	-
Total Supplies, Services and Other	\$ 63,337	\$ 78,892	\$ 47,625	\$ 67,000	\$ 62,000	\$ 62,000

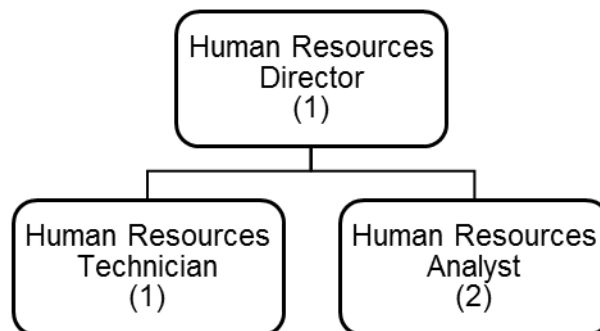
Public Works - Street Maintenance/Video & Fiber

Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
000.16.542.800.31.00 Supplies - Office & Operating	\$ 4,630	\$ 15,464	\$ 30,079	\$ 36,800	\$ 30,000	\$ 30,000
000.16.542.800.35.00 Small Tools & Minor Equipment	-	-	3,384	2,000	2,000	2,000
Total Supplies	4,630	15,464	33,463	38,800	32,000	32,000
000.16.542.800.48.00 R&M - Video & Fiber electronic calibration, repairs to testing equipment	-	1,556	-	1,500	1,500	1,500
Total Services	-	1,556	-	1,500	1,500	1,500
Total Supplies and Services	\$ 4,630	\$ 17,020	\$ 33,463	\$ 40,300	\$ 33,500	\$ 33,500

Public Works - Street Maintenance/Sidewalks							
Account Number	Actual		Projected 2016	Budget			
	2014	2015		2016	2017	2018	
000.16.542.610.31.01 Supplies - Office & Operating	\$ 372	\$ 42	\$ 2,300	\$ 2,300	\$ 2,300	\$ 2,300	
Total Supplies	372	42	2,300	2,300	2,300	2,300	
000.16.542.610.48.00 Rental -	-	-	8,777	-	-	-	
Total Services	-	-	8,777	-	-	-	
Total Supplies and Services	\$ 372	\$ 42	\$ 11,077	\$ 2,300	\$ 2,300	\$ 2,300	



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Human Resources

DEPARTMENT: Human Resources (04)
FUND: General
RESPONSIBLE MANAGER: Stephanie Brown

FUND NUMBER: 000
POSITION: Director

Description:

The Human Resources Department provides internal support services in the areas of classification/compensation, benefit administration, labor and employee relations, civil service, recruitment and hiring, performance management, organizational development, training and professional development.

2015-2016 Accomplishments

- ◆ Completed Anti-Harassment Training City-wide – 1st quarter. **Strategic Goal No. 4.**
- ◆ Completed the Citywide Accident Prevention Program update and implementation - 4 quarter. **Strategic Goal No. 4.**
- ◆ Implemented citywide vacation accrual change from an annual accrual system to a monthly accrual system – 1st quarter. – **Strategic Goal No. 4.**
- ◆ Completed and implemented Citywide Safety plan and education requirements. **Strategic Goal No. 4.**
- ◆ Completed HR Operations Overview – 4th quarter. **Strategic Goal No. 4.**

2017-2018 Outcome Goals

- ◆ Implement City-wide Performance Management System. **Strategic Goal No. 4.**
- ◆ Implement City wide Training Program. **Strategic Goal No. 4.**
- ◆ Continue work on Lean Process Improvement to increase efficiencies. **Strategic Goal No. 4.**

2017-2018 Indicators of Success

- ◆ Implement training program Citywide by end of 2nd quarter.
- ◆ Implement training on new performance management system for all employees by end of 3rd quarter.

Performance Measures

Human Resources	2014 Actual	2015 Actual	2016 Projected	2017 Projected	2018 Projected
Vacancies Advertised	37	30	45	60	60
Applications Processed	1,100	800	1,464	1,700	1,800

Budget Change Discussion:

Salaries & Benefits. COLA increases were applied to salaries, and benefits were adjusted to account for changes in healthcare and retirement.

Supplies. Supplies were increased \$3,500 in 2017 for ongoing costs for key card supplies. The budget was also increased \$3,800 in 2017 only to purchase two fire proof file cabinets. These costs were not included from the 2018 budget.

Services. Several lines in this category were adjusted to reflect actual usage as well as for inflation. Professional services line was increased \$2,500 in 2017 and 2018 for consulting work to develop safety compliance plans. It is anticipated that most of the work will be completed in 2017 and the project completed in 2018.

Expenditure Summary

Human Resources								
Expenditures By Type	Actual		Projected 2016	Budget			2016-17 % Chg	2017-18 % Chg
	2014	2015		2016	2017	2018		
Salaries & Wages	\$ 390,560	\$ 404,342	\$ 416,599	\$ 416,808	\$ 411,299	\$ 419,405	-1.32%	1.97%
Personnel Benefits	126,115	134,672	146,271	144,016	156,659	164,728	8.78%	5.15%
Supplies	8,960	8,219	7,358	7,517	14,817	11,017	97.11%	-25.65%
Services	125,108	72,110	129,774	105,988	123,433	132,933	16.46%	7.70%
Department Total	\$ 650,743	\$ 619,343	\$ 700,001	\$ 674,329	\$ 706,208	\$ 728,083	4.73%	3.10%

Expenditure Detail - Salaries and Benefits

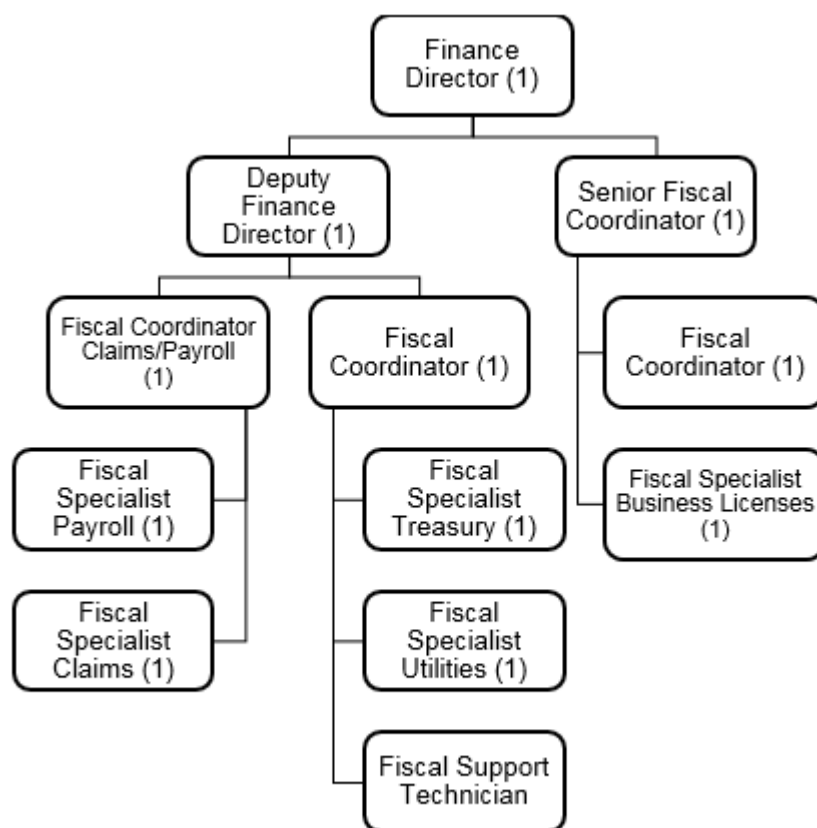
Salaries are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

Human Resources							
Position Description	2016	2017	2017 Budgeted		2018	2018 Budgeted	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
Human Resources Director	1	1	\$ 151,561	\$ 40,930	1	\$ 154,592	\$ 42,611
Human Resources Analyst	1	2	184,185	84,872	2	187,869	89,602
Human Resources Assistant	1	0	-	-	0	-	-
Human Resources Technician	1	1	69,553	30,392	1	70,944	32,051
Civil Service Commissioners L&I				5			5
Extra Labor			6,000	459		6,000	459
Department Total	4	4	\$ 411,299	\$ 156,659	4	\$ 419,405	\$ 164,728

Expenditure Detail – Supplies, Services and Other

Supplies include office and safety supplies, meals and refreshments for meetings; services include labor relations professional services, employee assistance program, public safety testing, software maintenance, equipment repair, travel, subscriptions and memberships, among others.

Human Resources						
Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
000.04.518.100.31.00 Supplies - Office	\$ 6,299	\$ 6,325	\$ 4,125	\$ 3,417	\$ 10,717	\$ 6,917
000.04.518.100.31.02 Supplies - Safety	1,068	487	1,499	1,500	1,500	1,500
000.04.518.110.31.00 Supplies -Office and Operating	1,594	1,348	575	2,600	1,000	1,000
000.04.518.110.31.43 Supplies - Meals and Refreshments	-	59	1,159	-	1,600	1,600
Total Supplies	8,960	8,219	7,358	7,517	14,817	11,017
000.04.518.100.41.00 Prof Svcs - Misc training, investigations, and background check and fees	52,235	17,720	32,401	13,000	30,000	30,000
000.04.518.100.41.02 Prof Svcs - General safety and training	1,274	1,846	2,600	2,000	4,500	2,500
000.04.518.100.41.03 Prof Svcs - Labor relations, negotiations/mediations for bargaining units and potential grievances and/or Civil Service hearings	31,551	371	30,020	30,000	15,000	25,000
000.04.518.100.41.04 Prof Svcs - Employee Assistance Program	8,155	8,224	8,500	9,075	9,075	9,075
000.04.518.100.41.05 Prof Svcs - NEOGOV Software	-	-	8,550	9,500	9,500	9,500
000.04.518.100.42.00 Communication - Postage	-	7	-	-	50	50
000.04.518.100.43.00 Travel - Meals, Parking, Mileage, Lodging for WAPELRA and NPELRA	1,266	2,542	1,074	1,500	3,000	3,000
000.04.518.100.44.00 Advertising - Advertising job openings	2,003	2,875	4,599	1,000	6,000	6,000
000.04.518.100.45.00 Rental - Rentals/leases	2,087	2,087	2,099	2,108	2,108	2,108
000.04.518.100.48.00 R&M - Eden software, copier maintenance	2,642	12,062	2,790	5,105	14,000	15,500
000.04.518.100.49.00 Misc - Citywide anti-harassment training	1,161	1,414	(160)	-	-	-
000.04.518.100.49.01 Misc - Annual memberships for various organizations	1,230	1,125	1,510	1,000	1,200	1,200
000.04.518.100.49.02 Misc - Printing of department forms and new employee packets	-	190	1,450	1,450	500	500
000.04.518.100.49.03 Misc - Registrations for conferences and training	2,218	617	1,386	2,000	2,000	2,000
000.04.518.110.41.00 Prof Svcs - Public Safety Testing quarterly fees, Promotional Testing Fees, Legal Fees	16,176	19,305	29,555	22,500	22,500	22,500
000.04.518.110.44.00 Advertising - Advertising for non-commissioned, lateral police and firefighters positions	150	150	1,000	1,000	250	250
000.04.518.110.45.00 Rental - Room rentals and other expenses for testing for non-commissioned positions	2,925	1,575	1,650	4,000	3,000	3,000
000.04.518.110.49.00 Misc - Conference registration for Commissioners	34	-	750	750	750	750
Total Services	125,108	72,110	129,774	105,988	123,433	132,933
Total Supplies, Services and Other	\$ 134,068	\$ 80,329	\$ 137,132	\$ 113,505	\$ 138,250	\$ 143,950

Finance

DEPARTMENT: Finance (05)

FUND: General

RESPONSIBLE MANAGER: Peggy McCarthy

FUND NUMBER : 000

POSITION: Director

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, business licenses, preparation of the biennial budget and Comprehensive Annual Financial Report, (CAFR) 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.

2015-2016 Accomplishments

- ◆ Obtained debt funding for the Interurban Avenue South and Boeing Access Road Bridge projects. **Strategic Goal 4.**
- ◆ Assisted in planning and outreach for public safety bond measure that was placed on the November 2016 ballot. **Strategic Goal 4.**
- ◆ Revised and enhanced the juror/witness fee reimbursement process by allowing jurors and witnesses to be reimbursed on the day of service. The new process also allows jurors and witnesses to donate their reimbursement to the Tukwila Pantry in lieu of receiving funds. **Strategic Goal 4.**
- ◆ Revamped the Adult Entertainer License Application process shortening the time required to process adult entertainment dancers. **Strategic Goal 4.**
- ◆ Participated in the Fire Exploratory Committee, which reviewed options available for the City's Fire department including annexing into an existing Regional Fire Authority. **Strategic Goal 4.**
- ◆ Achieved GFOA budget award and Comprehensive Annual Financial Report (CAFR) award. **Strategic Goal 4.**
- ◆ Implemented new industry standards for transactions processing including compliance with new requirements for chipped credit cards. **Strategic Goal 4.**
- ◆ Developed Finance Strategic Plan and Operational Overview. **Strategic Goal 4.**

2017-2018 Outcome Goals

- ◆ Continue to implement LEAN and HPO methods to enhance efficiencies and service levels especially with fixed asset accounting, indirect cost allocation model, and a new chart of accounts. **Strategic Goal 4.**
- ◆ Implement action items identified in the Finance Department Strategic Plan and Operational Overview. **Strategic Goal 4.**
- ◆ Issue and manage debt for Public Safety Plan. **Strategic Goal 4.**
- ◆ Develop staff by adding training opportunities where possible. **Strategic Goal 4.**
- ◆ Develop new tools for enhanced reporting, long-range financial planning and process improvements. **Strategic Goal 4.**
- ◆ Assure continuity of operations through succession planning, staff training and development, and policies and procedure documentation. **Strategic Goal 4.**
- ◆ Review fees and update as necessary including utility and other billing late fees and penalties, and credit card usage fee, if feasible. Migrate fee adoption and approval legislation from ordinances to resolutions. **Strategic Goal 4.**

2017-2018 Indicators of Success

- ◆ Financing is obtained and managed for the Public Safety Plan.
- ◆ Indirect cost allocation is equitable, complies with best practices and is easy to update requiring fewer than 40 staff hours to do so. Costs that can be directly charged to departments and funds are so charged instead of using the allocation. Fixed asset records are easy to access, provide necessary information and updating requires fewer staff hours. Chart of accounts allows for easier financial reporting for revenues, grants, and provides consistent coding for costs.
- ◆ Expanded knowledge within department of each major financial function; ability to perform functions by more than one person.
- ◆ Credit card usage fee is adopted if feasible; utility billing late fees and penalties are updated; all fee legislation resides in resolutions rather than ordinances.
- ◆ Credit card processing equipment complies with new requirements and is in place, tested, and working no later than December 31, 2017.

Performance Measures

<i>Finance</i>					
	Actual		Estimated	Projected	
	2014	2015	2016	2017	2018
Customer Service					
Number of utility accounts served	7,479	7,511	7,520	7,530	7,540
Number of utility bills generated	39,456	39,757	39,852	39,950	40,050
Accounts Payable and Accounts Receivable					
# of voucher payments	7,707	6,578	6,407	5,000	5,000
Average # of calendar days for AP to review, approve, and pay vouchers	10	9	7	6	6
# of accounts receivable invoices issued	819	864	632	651	651
Average days from revenue recognition to collection	88	10	15	23	23
Effectiveness, outcomes, and efficiency					
% monthly financial reports issued by the middle of the subsequent month (expenditure reports)	N/A	N/A	85%	95%	95%

Budget Change Discussion:

Salaries and Benefits. COLA and step increases were applied to salaries, and benefits were adjusted to account for changes in healthcare and retirement. Extra labor was increased for front desk cashiering support and special projects.

Supplies. Supplies were increased \$5,000 in 2017 to purchase office equipment to enhance ergonomics and operations.

Services. Several lines in this category were adjusted to reflect usage as well as for inflation. Professional Services line was increased \$15,000 to account for increase in audit costs, \$106,000 of property insurance was transferred to the Public Works facilities division, claims and judgment expenses were reduced by \$68,000 to reflect improved claims experience.

Expenditure Summary

<i>Finance</i>								
Expenditures By Type	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% Chg	% Chg
10 Salaries & Wages	\$ 1,017,109	\$ 995,579	\$ 987,212	\$ 1,099,242	\$ 1,122,774	\$ 1,143,844	2.14%	1.88%
20 Personnel Benefits	354,834	356,221	414,399	422,994	448,187	470,778	5.96%	5.04%
30 Supplies	13,274	17,647	22,344	19,296	24,000	24,000	24.38%	0.00%
40 Services	759,744	815,967	946,383	1,198,468	1,043,851	1,094,399	-12.90%	4.84%
50 Intergovt. Svcs & Taxes	1	1	-	-	-	-	0.00%	0.00%
Department Total	\$ 2,144,962	\$ 2,185,415	\$ 2,370,338	\$ 2,740,000	\$ 2,638,812	\$ 2,733,020	-3.69%	3.57%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

<i>Finance</i>							
Position Description	2016 FTE	2017 FTE	2017 Budgeted		2018 FTE	2018 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Finance Director	1	1	\$ 150,367	\$ 45,118	1	\$ 153,374	\$ 47,142
Deputy Finance Director	1	1	121,346	40,993	1	123,773	42,942
Senior Fiscal Coordinator	1	1	86,456	39,908	1	88,185	42,078
Fiscal Coordinator	3	3	300,017	108,844	3	306,018	114,070
Fiscal Specialist	5	5	336,021	169,090	5	342,741	178,727
Fiscal Support Technician	1	1	59,277	28,421	1	60,463	30,006
Extra Labor			60,000	765		60,000	765
Overtime			9,289	2,048		9,289	2,048
Unemployment Compensation			-	13,000		-	13,000
Department Total	12	12	\$1,122,774	\$ 448,187	12	\$1,143,844	\$ 470,778

Expenditure Detail – Supplies, Services and Other

Supplies include miscellaneous office supplies; services include annual audit fees, liability insurance, software maintenance costs, travel, claims & judgments, subscriptions, and memberships, among others.

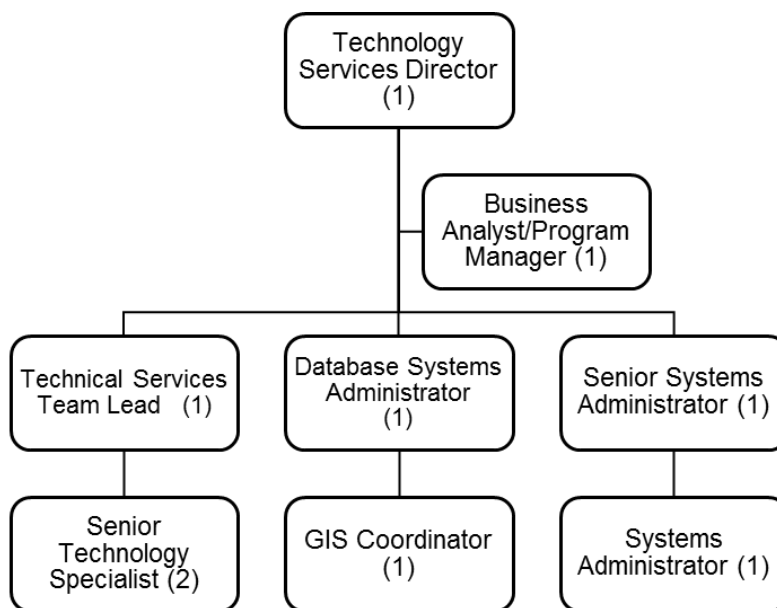
Finance						
Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
000.05.514.230.31.00 Supplies - Office	\$ 13,274	\$ 17,228	\$ 18,296	\$ 19,296	\$ 19,000	\$ 19,000
000.05.514.230.31.01 Supplies - Central Supplies	-	153	-	-	-	-
000.05.514.230.35.00 Small Tools & Equipment - Equipment to improve functionality and processes	-	265	4,048	-	5,000	5,000
Total Supplies	13,274	17,647	22,344	19,296	24,000	24,000
000.05.514.230.41.00 Prof Svcs - Annual audit from State of WA Auditor's Office, Consulting services	94,613	115,901	161,486	150,000	165,000	165,000
000.05.514.230.41.01 Prof Svcs - Microflex sales tax auditing program	1,681	10,840	5,111	5,000	5,000	5,000
000.05.514.230.42.00 Communications - Postage, delivery service, shipping	254	288	727	1,000	1,000	1,000
000.05.514.230.43.00 Travel - Meals, parking, mileage for WFOA, PSFOA, software training	2,231	2,662	5,466	5,000	10,000	10,000
000.05.514.230.45.00 Rental - Copier lease	3,410	3,283	2,944	2,700	3,500	3,500
000.05.514.230.46.00 Insurance - City-wide liability insurance	282,576	7,371	7,372	455,000	8,100	13,100
000.05.514.230.46.01 Insurance - Liability insurance	-	303,876	330,968	-	343,726	385,999
000.05.514.230.46.04 Insurance - Property insurance	-	27,645	-	-	-	-
000.05.514.230.48.00 R&M - Folding maching, other equipment, vault, Eden software annual maintenance	54,540	57,278	59,781	62,500	65,625	68,900
000.05.514.230.49.00 Misc - Annual memberships, GFOA, WFOA, armor car service, registrations	22,947	13,217	65,331	61,900	45,900	45,900
000.05.514.230.49.03 Misc - Claims & judgments	288,047	261,316	300,000	450,000	382,000	382,000
000.05.514.230.49.08 Misc - PPI credit card fees	9,445	12,290	7,197	5,368	14,000	14,000
Total Services	759,744	815,967	946,383	1,198,468	1,043,851	1,094,399
000.05.514.230.53.00 Ext Taxes & Assmnts - Excise Taxes	1	1	-	-	-	-
Total Intergovernmental	1	1	-	-	-	-
Total Supplies, Services and Other	\$ 773,019	\$ 833,614	\$ 968,727	\$ 1,217,764	\$ 1,067,851	\$ 1,118,399

DEPARTMENT: Non-Departmental Expenses (20)**FUND:** General**RESPONSIBLE MANAGER:** Peggy McCarthy**FUND NUMBER:** 000**POSITION:** Finance Director**Description**

This department had been utilized to pay unemployment claims for General Fund employees, pay City-wide insurance assessments and claims and judgments through 2012. These are now budgeted in Finance. General transfers to other funds are recorded here.

<i>Department 20</i>								
Expenditures By Type	2014 Actual	2015 Actual	2016 Projected	2016 Budget	2017 Budget	2018 Budget	2016-17 % Chg	2017-18 % Chg
00 Transfers Out	\$ 8,800,080	\$ 5,560,846	\$ 5,070,992	\$ 5,225,831	\$ 5,237,691	\$ 9,539,621	0.23%	82.13%
Department Total	\$ 8,800,080	\$ 5,560,846	\$ 5,070,992	\$ 5,225,831	\$ 5,237,691	\$ 9,539,621	0.23%	82.13%

<i>TRANSFERS OUT -- From the General Fund to the Following Funds:</i>						
	2014 Actual	2015 Actual	2016 Projected	2016 Budget	2017 Budget	2018 Budget
103 Residential Street	\$ 100,000	\$ 474,000	\$ 200,000	\$ 200,000	\$ -	\$ -
104 Arterial Street	2,850,000	1,700,000	1,551,000	1,551,000	1,800,000	3,000,000
105 Contingency	-	127,000	100,000	100,000	-	-
2** Debt Service	3,150,080	2,759,846	2,649,992	2,874,831	2,686,004	5,848,580
301 Land & Park Acquisition	-	-	70,000	-	184,000	122,000
303 General Government Improvements	200,000	200,000	200,000	200,000	200,000	200,000
411 Golf Course	600,000	300,000	300,000	300,000	300,000	300,000
611 Firemen's Pension	-	-	-	-	67,687	69,041
TOTAL	\$ 6,900,080	\$ 5,560,846	\$ 5,070,992	\$ 5,225,831	\$ 5,237,691	\$ 9,539,621

Technology Services

DEPARTMENT: Technology Services (12)**FUND:** General**RESPONSIBLE MANAGER:** Joseph Todd**FUND NUMBER:** 000**POSITION:** Director**Description:**

The Technology Services (TS) Department provides support for the City's information and communication infrastructure to assist the City in delivering the highest quality services and information for internal and external customers in an efficient, effective and fiscally responsible manner. The TS Department oversees all technology systems for the City, including the City's network, system administration, computer hardware and software and telecommunications – both internal VoIP phone system and mobile phones/devices.

2015-2016 Accomplishments

- ◆ Implemented Dual factor authentication for Police. **Strategic Goal 4.**
- ◆ Created transparency in processing of Public Records search criteria, making sure multi-departmental sources had input and agreement in the process. **Strategic Goal 1 & 5.**
- ◆ New Kyocera's Multi-Function Printers (MFP) installed in: Attorney's Office, TS Department, Professional Standards Office, and Mayor's Office. Moving to these systems resulted in demonstrable financial savings to the City. **Strategic Goal 4 & 5.**
- ◆ The new PinPoint Scan application on the four new MFPs' increased productivity for users for quicker scan workflows. **Strategic Goal 5.**
- ◆ Deployed Kodak i2620 scanners in the Court for the New O-Court system speeding up the process of moving paper documents to the O-Court cloud application. **Strategic Goal 4.**
- ◆ Implemented System Center Configuration Manager (SSCM) making it now possible to push software updates to user desktops remotely. **Strategic Goal 4.**
- ◆ Upgraded AirWatch to ensure the City has the right software platform to manage mobile devices in the field for application and software updates. **Strategic Goal 4.**
- ◆ Installed Mitel phone system upgrade. **Strategic Goal 1 & 5.**
- ◆ Updated computing use policy to incorporate the strategy of cloud-first-mobile only environment. **Strategic Goal 1, 4 & 5.**
- ◆ Worked with City Clerk, Municipal Court, and vendor to procure, install, configure, and implement upgraded version of Laserfische/RIO that augments current abilities. **Strategic Goal 1, 4, & 5.**
- ◆ Financial system upgraded (Eden). **Strategic Goal 4.**
- ◆ Coordinated TRAKiT upgrade. **Strategic Goal 4.**
- ◆ Assisted vendor with upgrade of eTRAKiT. **Strategic Goal 4.**
- ◆ Installed and configured web adaptor to support King County accessing our published map services. **Strategic Goal 1, 4 & 5.**
- ◆ Upgraded ArcGIS for Server and key workstations. **Strategic Goal 1, 4 & 5.**
- ◆ Migrated City Laserfische data off of Windows Server 2003 (Microsoft ended support) and configured CrimeReports from Rain-Data to Windows Server 2012 moving our infrastructure away from and outdated server. **Strategic Goal 1, 4 & 5.**
- ◆ Refined import of contractor's information from Eden to TRAKiT to try to streamline processes and cut out duplicate work in Community Development department. **Strategic Goal 1, 4.**
- ◆ Implemented phase 1 GIS Single Source addressing to ensure that the City has one complete source for all addresses in the City in a single repository. **Strategic Goal 1, 4 & 5.**
- ◆ Created departmental user mappings to ensure we are delivering the right capabilities for the users. **Strategic Goal 4.**
- ◆ Implemented Office 365. **Strategic Goal 4.**

- ◆ Deployed new Cisco appliance for data encryption between the City and the Washington State Patrol to allow for delivery of secure criminal justice data to the City. **Strategic Goal 4.**
- ◆ Assisted with Police Department project which involved purchase, configuration, and installation of new hardware to support the new records management software. **Strategic Goal 4.**
- ◆ Implemented gigabit line for City access to internet based cloud applications. **Strategic Goal 4.**

2017-2018 Outcome Goals

- ◆ Implement the City's cloud-first strategy to ensure application scalability, redundancy, disaster recovery. **Strategic Goal 4, 5.**
- ◆ Optimize our GIS system and provide integration with customer facing and frontline employee systems. **Strategic Goal 1, 4.**
- ◆ Formalize and implement sourced help desk model for 1 and 2 level work and move core team to level 3 support and one on one support for the departments. **Strategic Goal 4.**
- ◆ Refresh aging computing technology through lease agreements. **Strategic Goal 4.**
- ◆ Implement network redundancy CISCO and SABEY **Strategic Goal 4.**
- ◆ Deploy and increase usage of SharePoint and Skype for Business; all products previously purchased by the City but unused. **Strategic Goal 4.**
- ◆ Implement IT Service Management to efficiently deliver support and services to departments and users. **Strategic Goal 4.**
- ◆ Move City of Tukwila file shares to office 365 cloud service. **Strategic Goal 4.**
- ◆ Deploy new cell phone use policy. **Strategic Goal 4.**
- ◆ Update in-car systems for the Police Department and other staff in the field to take advantage of tablet technology and reduce total cost of hardware. **Strategic Goal 1 & 4.**
- ◆ Move video evidence off premises to the Taser cloud for both in-car and body camera systems. **Strategic Goal 1 & 4.**
- ◆ Deploy new capabilities to cellular devices for Public Works to increase efficiencies. **Strategic Goal 1 & 4.**
- ◆ Deploy connected student capabilities with Tukwila School District. **Strategic Goal 2.**
- ◆ Implement IT Customer Portal to ensure all departments have one place to request and consume IT services. **Strategic Goal 4.**

2017-2018 Indicators of Success

- ◆ At least two major on-premises systems deployed to the cloud.
- ◆ Decrease TS response time for request for assistance and help desk tickets by 35%.
- ◆ Connect at least four City of Tukwila applications to our GIS addressing service providing one source for addressing, mapping, and location data for City of Tukwila employees and citizens.
- ◆ Reduce expensive on premises storage of data by 30%, thereby reducing cost.
- ◆ Technology Stakeholders Group held once a month.
- ◆ 100% of all systems updated to current software version.
- ◆ Service Level Agreements applied to 100% of services delivered by TS.
- ◆ Optimize at least 20 business processes that directly benefit the community.
- ◆ Obtain the goal of zero unplanned downtime for two years.
- ◆ Increase collaboration across the City of Tukwila through usage of Office 365 collaboration applications.

Budget Change Discussion:

Salaries & Benefits. COLA increases were applied to salaries, and benefits were adjusted to account for changes in healthcare and retirement. The half-time IT specialist from the Police department was transferred from Police to this department and increased to a full-time position. A new position of Business Analyst is added to improve software application integration. Additionally, the GIS specialist was transferred to Technology Services from Public Works to support GIS integration City-wide.

Supplies. A decrease in supplies budget was transferred to the services line to fund the technology refresh program of leasing computers on a three year rotation including maintenance and support.

Services. Increases in services include the technology refresh mentioned above, enhancements to GIS systems, outsourcing of the help desk to allow staff time to work on more significant technology services, cloud hosting of applications and an upgrade of applications to support hardware rollout and monitoring.

Expenditure & Revenue Summary

<i>Innovation & Technology Services</i>								
Expenditures By Type	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% Chg	% Chg
Salaries & Wages	\$ 558,000	\$ 568,318	\$ 710,278	\$ 537,172	\$ 871,792	\$ 889,178	62.29%	1.99%
Personnel Benefits	208,283	214,753	248,809	228,171	365,637	385,103	60.25%	5.32%
Supplies	47,523	98,005	94,857	138,266	6,266	16,266	-95.47%	159.59%
Services	352,899	330,790	278,478	278,145	740,125	750,125	166.09%	1.35%
Capital Outlays	68,006	34,417	7,286	10,000	43,000	-	330.00%	0.00%
Department Total	\$ 1,234,710	\$ 1,246,282	\$ 1,339,708	\$ 1,191,754	\$ 2,026,820	\$ 2,040,672	70.07%	0.68%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

<i>Innovation & Technology Services</i>							
Position Description	2016	2017	2017 Budgeted		2018	2018 Budgeted	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
IT Director	1	1	\$ 150,367	\$ 48,967	1	\$ 153,374	\$ 51,299
Systems Administrator	1	1	95,615	43,001	1	97,528	45,370
Senior/Info Technology Specialist	3	3	232,895	114,496	3	237,553	120,979
Database Administrator	1	1	92,952	42,364	1	94,811	44,681
Business Analyst	0	1	110,076	38,752	1	112,278	40,615
GIS Coordinator	0	1	93,263	35,262	1	95,128	37,000
IT System Administrator	0	1	94,123	42,796	1	96,005	45,160
Extra Labor			2,500	-		2,500	-
Department Total	6	9	\$ 871,792	\$ 365,637	9	\$ 889,178	\$ 385,103

Expenditure Detail – Supplies, Services and Other

Supplies include office supplies, computer supplies and network supplies; services include connectivity services, cell phone services, televising Council meetings, hardware and software maintenance, travel and training, and registrations, among others. Capital includes capital computer equipment, as needed.

Innovation & Technology Services						
Account Number	Actual		Projected	Budget		
	2014	2015	2016	2016	2017	2018
000.12.518.880.31.00 Supplies-Office & Operating	\$ 4,534	\$ 6,963	\$ 3,756	\$ 3,500	\$ 6,266	\$ 16,266
000.12.518.880.31.01 Supplies-Repair	-	12	1,982	2,000	-	-
000.12.518.880.31.43 Supplies-Food	-	657	34	266	-	-
000.12.518.880.31.44 Supplies-Training	-	-	500	500	-	-
000.12.518.880.35.01 Small Tools & Equip. - Computer parts	26,409	83,093	86,161	87,500	-	-
000.12.518.880.35.01 Small Tools-Nextel	-	1,561	1,500	1,500	-	-
000.12.518.880.35.02 Small Tools-Network	16,580	5,718	925	43,000	-	-
Total Supplies	47,523	98,005	94,857	138,266	6,266	16,266
000.12.518.880.41.00 Prof Svcs - Transition costs, help desk sourcing, Puget Sound Access	-	-	-	-	304,686	314,686
000.12.518.880.41.01 Prof Svcs - Technical support	82,044	32,450	3,712	1,000	-	-
000.12.518.880.42.00 Communication - connectivity expense, repair & maint. for tech. items	3,801	10,553	26	7,700	120,900	120,900
000.12.518.880.42.01 Communication - City-wide cell phone service	51,608	45,614	44,170	40,000	-	-
000.12.518.880.42.02 Communication - telephone charges	55,981	56,923	44,325	60,000	-	-
000.12.518.880.42.03 Communication	3,309	-	9,507	-	-	-
000.12.518.880.43.00 Travel - Meals, Parking, Mileage, Lodging for conferences: ACCIS, Active, Accela	925	342	1,501	1,500	11,500	11,500
000.12.518.880.45.00 Rental - Technology Refresh	39	39	16	-	150,000	150,000
000.12.518.880.45.94 Rental - Equipment Replacement Fund	1,833	1,833	1,833	1,833	1,339	1,339
000.12.518.880.45.95 Rental - Equipment Rental O & M	1,843	1,757	7,110	4,612	2,500	2,500
000.12.518.880.48.00 R&M - Office & Network Equipment	(296)	28,051	4,441	3,000	-	-
000.12.518.880.48.01 R&M - Telephone maintenance	-	-	28,500	28,500	2,000	2,000
000.12.518.880.48.02 R&M - Puget Sound Access (Televised Council Meeting)	15,373	-	25,000	25,000	-	-
000.12.518.880.49.00 Misc - Computer system component upgrades	25,727	29,657	18,596	15,000	-	-
000.12.518.880.49.01 Misc - Software new and upgrade purchases, Microsoft Enterprise License	98,959	122,520	87,926	88,000	122,000	122,000
000.12.518.880.49.02 Misc - Registrations for conferences and training	11,028	249	-	-	13,200	13,200
000.12.518.880.49.03 Misc - Registrations for conferences and training	725	625	315	500	12,000	12,000
000.12.518.880.49.44 Misc - Training	-	175	1,500	1,500	-	-
Total Services	352,899	330,790	278,478	278,145	740,125	750,125
000.12.594.180.64.02 Capital - Machinery & equipment	68,006	34,417	7,286	10,000	43,000	-
Total Other	68,006	34,417	7,286	10,000	43,000	-
Total Supplies, Services and Other	\$ 468,428	\$ 463,212	\$ 380,621	\$ 426,411	\$ 789,391	\$ 766,391



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DEPARTMENT: Mayor's Office**FUND:** Lodging Tax Fund**RESPONSIBLE MANAGER:** Brandon Miles**FUND NUMBER:** 101**POSITION:** Business Relations Manager**Description:**

This fund consists of proceeds from a special excise tax on lodging charges and is used to promote tourism (both day and overnight) within the City (Chapter 67.28 RCW).

2015-2016 Accomplishments

- ◆ Continued efforts to market Seattle Southside as a premier travel destination as outlined in the Lodging Tax Advisory Committee's recommended annual marketing initiatives and media buy.
- ◆ Completed transition of Seattle Southside Visitor Services (SSVS) to Seattle Southside Regional Tourism Authority (SSRTA).
- ◆ Transferred SSVS assets to SSRTA.
- ◆ Continued efforts to market Seattle Southside as a premier travel destination resulted in 83,616 (in the cities of Tukwila, SeaTac, and Des Moines) room nights and \$31.2 million generated in direct tourist spending.
- ◆ Transitioned administration of lodging tax funds from SSVS to Mayor's Staff.
- ◆ Conducted review of operating procedures for Lodging Tax Advisory Committee and updated as needed.
- ◆ Completed research on day marketing activities, including identifying consultant to assist in creating a day marketing strategy.

2017-2018 Outcome Goals

- ◆ Complete, launch, and implement strategy, branding, and marketing campaign to promote Tukwila businesses to Puget Sound residents.
- ◆ Continue collaborative marketing initiative for overnight tourists with the cities of Des Moines and SeaTac, via Seattle Southside Regional Tourism Authority.
- ◆ Explore other activities and events to bring to the City to generate more sales for hotels, restaurants, retailers, and entertainment establishments.

2017-2018 Indicators of Success

- ◆ Launch and implement day marketing campaign.
- ◆ Identification and recruitment of new activities, festivals, and events to bring to the City.
- ◆ Increased sales at hotels, restaurants, and entertainment establishments.

Revenue and Expenditure Summary

Tourism								
	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% Change	% Change
Operating Revenue								
Hotel/Motel Taxes	\$ 596,781	\$ 677,971	\$ 711,000	\$ 630,000	\$ 733,000	\$ 755,000	16.35%	3.00%
Total General Revenue	596,781	677,971	711,000	630,000	733,000	755,000	16.35%	3.00%
Intergovernmental Revenue	834,137	862,011	-	-	-	-	0.00%	0.00%
Miscellaneous Revenue								
Investment Earnings	555	711	738	-	3,000	3,000	0.00%	0.00%
Other Misc Revenue	8,580	10,788	-	-	-	-	0.00%	0.00%
Total Miscellaneous Revenue	9,135	11,499	738	-	3,000	3,000	0.00%	0.00%
Total Revenue	1,440,053	1,551,482	711,738	630,000	736,000	758,000	16.83%	2.99%
Operating Expenditures								
Salaries & Wages	325,180	320,890	-	-	-	-	0.00%	0.00%
Personnel Benefits	97,877	99,082	-	-	-	-	0.00%	0.00%
Supplies	28,189	33,559	500	-	5,000	5,000	0.00%	0.00%
Services	1,010,877	952,751	392,483	392,500	717,500	632,500	82.80%	-11.85%
Intergov't Services & Taxes	-	-	-	-	-	-	0.00%	0.00%
Total Operating Expenditures	1,462,123	1,406,281	392,983	392,500	722,500	637,500	84.08%	-11.76%
Capital Expenditures								
Capital Outlay	14,533	-	-	-	-	-	0.00%	0.00%
Total Capital Expenditures	14,533	-	-	-	-	-	0.00%	0.00%
Indirect cost allocation	102,498	97,925	35,000	35,000	35,700	36,414	2.00%	2.00%
Total Expenditures	1,579,154	1,504,207	427,983	427,500	758,200	673,914	77.36%	-11.12%
Beginning Fund Balance	714,946	575,845	623,120	389,674	906,875	884,675	132.73%	-2.45%
Change in Fund Balance	(139,101)	47,275	283,755	202,500	(22,200)	84,086	-110.96%	-478.77%
Ending Fund Balance	\$ 575,845	\$ 623,120	\$ 906,875	\$ 592,174	\$ 884,675	\$ 968,761	49.39%	9.50%

Expenditure Detail - Supplies and Services

Supplies include miscellaneous supplies. Services include marketing costs to attract visitors to the area, Seattle Southside Regional Tourism Authority (SSRTA), and potential requests by third parties.

Historical data represented here is prior to SSRTA.

Tourism							
Account Number	Actual		Projected 2016	Budget			
	2014	2015		2016	2017	2018	
101.00.557.300.31.00 Supplies - Office & Operating	\$ 25,892	\$ 33,326	\$ 500	\$ -	\$ -	\$ -	
101.00.557.302.31.00 Supplies -Office and Operating	2,297	184	-	-	-	-	
101.00.557.303.31.00 Supplies - Meals and Refreshments	-	48	-	-	-	-	
Total Supplies	28,189	33,559	500	-	-	-	
101.00.557.300.41.02 Prof Svcs - Public relations	17,500	10,000	22,500	-	-	-	
101.00.557.300.41.03 Prof Svcs - Mailhandlers & Cascade E-Commerce, SeaTac Visitor Center staff	57,960	76,223	-	-	-	-	
101.00.557.300.41.12 Prof Svcs - Website development and maintenance, SliceHost, DMAI Empowerment, event calculator	23,551	24,549	-	-	-	-	
101.00.557.300.42.00 Communication - Sprint, MCI, Eblast	35,235	19,393	-	-	-	-	
101.00.557.300.42.01 Communication - Postage	36,589	13,598	-	-	-	-	
101.00.557.300.43.00 Travel - Parking, meals, mileage, air travel	18,539	19,999	-	-	-	-	
101.00.557.300.45.00 Rental - Office equipment leases	52,452	23,682	-	-	-	-	
101.00.557.300.45.94 Rental - Equipment Replacement Fund	1,500	1,650	-	-	-	-	
101.00.557.300.45.95 Rental - Equipment Rental O & M	2,090	2,368	-	-	-	-	
101.00.557.300.47.00 Public Utility	-	-	-	-	-	-	
101.00.557.300.48.00 R&M - Equipment repairs and maint.	148	82	-	-	-	-	
101.00.557.300.49.00 Misc	32,348	38,127	-	-	-	-	
101.00.557.300.49.01 Misc - Printing	1,265	3,197	-	-	-	-	
101.00.557.300.49.08 Misc - PPI credit card fees	668	1,078	-	-	-	-	
101.00.557.301.44.10 Marketing - Washington State Visitor's Guide, Scenic Byways, AAA, online advertising, Rotary	171,659	179,360	-	-	-	-	
101.00.557.301.44.11 Marketing - Starfire Sports	31,772	25,000	-	-	-	-	
101.00.557.301.44.12 Marketing - Social media ad buys, research, Experience WA ad, stock photos, Green Rubino contract	65,362	66,818	-	-	-	-	
101.00.557.301.44.15 Marketing - Tourism map, planners	-	38,756	-	-	-	-	
101.00.557.302.41.00 Prof Svcs - Conversion Study & SSRTA	25,112	1,363	-	-	-	-	
101.00.557.302.41.01 Prof Svcs - SW King County Chamber	20,000	-	-	-	-	-	
101.00.557.302.41.02 Prof Svcs - Public relations	-	54	-	-	-	-	
101.00.557.302.41.03 Prof Svcs - Community Events	-	-	-	-	-	-	
101.00.557.302.41.05 Museum of Flight	35,000	36,795	-	-	-	-	
101.00.557.302.41.06 Prof Svcs - Agency staff	85,424	63,986	-	-	-	-	
101.00.557.302.42.00 Communication - Postage	3,833	1,691	-	-	-	-	
101.00.557.302.43.00 Travel - Mileage, parking, etc	-	147	-	-	-	-	
101.00.557.302.44.00 Advertising - Sponsorships	-	-	-	-	-	-	
101.00.557.302.49.00 Misc - Misc incidental costs	25	-	-	-	-	-	
101.00.557.303.44.10 Advertising - SeaTac marketing projects	172,843	185,086	-	-	-	-	
101.00.557.303.44.11 Advertising - Mall shuttle	120,000	119,750	-	-	-	-	
101.00.557.300.47.26 Advertising - Mall shuttle	-	-	-	-	-	-	
Total Services	1,010,877	952,751	22,500	-	-	-	
101.00.594.570.64.03 Capital - Machinery and Equipment	14,533	-	-	-	-	-	
Total Other	14,533	-	-	-	-	-	
Total Supplies, Services and Other	\$ 1,053,599	\$ 986,310	\$ 23,000	\$ -	\$ -	\$ -	

Expenditure Detail - Supplies and Services

Data presented here is related to SSRTA.

SSRTA						
Account Number	Actual		Projected	Budget		
	2014	2015	2016	2016	2017	2018
101.00.557.300.31.00 Supplies - Office & Operating	\$ -	\$ -	\$ 500	\$ -	\$ 5,000	\$ 5,000
Total Supplies	-	-	500	-	5,000	5,000
101.00.557.300.41.02 Prof Svcs - Public relations	-	-	22,500	-	-	-
101.00.557.300.42.00 Communication - Sprint, MCI, Eblast	-	-	(127)	-	-	-
101.00.557.300.43.00 Travel - Parking, meals, mileage, air travel	-	-	2,500	-	10,000	10,000
101.00.557.300.49.00 Misc	-	-	-	-	20,000	20,000
101.00.557.301.41.00 Prof Svcs and memberships	-	-	-	-	167,500	100,000
101.00.557.301.44.00 Marketing	-	-	-	-	150,000	150,000
101.00.557.302.41.00 Prof Svcs - Conversion Study & SSRTA	-	-	337,500	337,500	270,000	202,500
101.00.557.302.41.01 Prof Svcs - SW King County Chamber	-	-	-	20,000	-	-
101.00.557.302.41.03 Prof Svcs - Community Events	-	-	-	-	100,000	150,000
101.00.557.302.41.05 Museum of Flight	-	-	35,000	35,000	-	-
101.00.557.302.43.00 Travel - Mileage, parking, etc	-	-	148	-	-	-
101.00.557.302.49.00 Misc - Misc incidental costs	-	-	279	-	-	-
101.00.557.303.44.10 Advertising - SeaTac marketing projects	-	-	(6,000)	-	-	-
101.00.557.300.47.26 Advertising - Mall shuttle	-	-	683	-	-	-
Total Services	-	-	392,483	392,500	717,500	632,500
101.00.594.570.64.03 Capital - Machinery and Equipment	-	-	-	-	-	-
Total Other	-	-	-	-	-	-
Total Supplies, Services and Other	\$ -	\$ -	\$ 392,983	\$ 392,500	\$ 722,500	\$ 637,500

DEPARTMENT: Police
FUND: Drug Seizure
RESPONSIBLE MANAGER: Mike Villa

FUND NUMBER: 109
POSITION: Chief of Police

Description:

The Drug Seizure fund was established to account for the yearly accumulation of drug seizure funds and related expenditures.

Revenue and Expenditure Summary

<i>Drug Seizure Fund</i>								
	2014 Actual	2015 Actual	2016 Projected	2016 Budget	2017 Budget	2018 Budget	2016-2017 % Change	2017-2018 % Change
Operating Revenue								
Miscellaneous Revenue								
Investment Earnings	\$ 32	\$ 70	\$ 16	\$ -	\$ -	\$ -	0.00%	0.00%
2012 JAG Grant	6,500	-	-	-	-	-	0.00%	0.00%
Seizure Revenue	47,509	6,895	528,461	60,000	60,000	60,000	0.00%	0.00%
Total Misc. Revenue	54,042	6,966	528,476	60,000	60,000	60,000	0.00%	0.00%
Transfers In	-	-	-	-	-	-	0.00%	0.00%
Total Revenue	54,042	6,966	528,476	60,000	60,000	60,000	0.00%	0.00%
Operating Expenses								
30 Supplies	16,998	6,271	2,245	3,000	3,000	3,000	0.00%	0.00%
40 Services	32,574	55,243	41,835	12,000	12,000	12,000	0.00%	0.00%
50 Intergov't Services & Taxes	-	-	30,000	30,000	30,000	30,000	0.00%	0.00%
Total Operating Expenses	49,572	61,514	74,080	45,000	45,000	45,000	0.00%	0.00%
60 Capital Outlay	18,292	-	-	-	-	-	0.00%	0.00%
Total Capital Expenses	18,292	-	-	-	-	-	0.00%	0.00%
Total Expenses	67,864	61,514	74,080	45,000	45,000	45,000	0.00%	0.00%
Beginning Fund Balance	75,609	61,787	7,239	65,000	461,635	476,635	610.21%	3.25%
Change in Fund Balance	(13,822)	(54,548)	454,396	15,000	15,000	15,000	0.00%	0.00%
Ending Fund Balance	\$ 61,787	\$ 7,239	\$ 461,635	\$ 80,000	\$476,635	\$491,635	495.79%	3.15%

Expenditure Detail – Supplies, Services and Other

Supplies include miscellaneous supplies for handling seized property. Services include professional services among others.

Police - Drug Seizure Fund						
Account Number	2014 Actual	2015 Actual	2016 Projected	2016 Budget	2017 Budget	2018 Budget
109.00.521.250.31.00 Supplies - Office & Operating	\$ 16,998	\$ -	\$ 2,245	\$ 3,000	\$ 3,000	\$ 3,000
109.00.521.250.35.00 Small Tools - Telecom equipment	-	349	-	-	-	-
109.00.521.251.31.00 Supplies - Office & Operating	-	5,921	-	-	-	-
Total Supplies	16,998	6,271	2,245	3,000	3,000	3,000
109.00.521.250.41.00 Prof Svcs - Alive & Free program	18,275	15,250	40,000	10,000	10,000	10,000
109.00.521.250.42.00 Communication -	2,217	2,499	-	-	-	-
109.00.521.250.43.00 Travel - Airfare, hotel, etc	2,322	9,089	-	-	-	-
109.00.521.250.48.00 R&M -	5,740	425	-	-	-	-
109.00.521.250.49.00 Misc - Registration, marketing	-	3,596	1,835	2,000	2,000	2,000
109.00.521.251.41.00 Prof Svcs - Alive & Free program	-	15,000	-	-	-	-
109.00.521.251.43.00 Travel - Airfare, hotel, etc	2,520	3,469	-	-	-	-
109.00.521.251.49.00 Misc -Registration	1,500	5,915	-	-	-	-
Total Services	32,574	55,243	41,835	12,000	12,000	12,000
109.00.521.250.51.00 Intergovernmental - Prof Svcs	-	-	30,000	30,000	30,000	30,000
Total Intergovernmental	-	-	30,000	30,000	30,000	30,000
109.00.594.210.64.00 Capital - Machinery and equipment	18,292	-	-	-	-	-
Total Other	18,292	-	-	-	-	-
Total Supplies, Services and Other	\$ 67,864	\$ 61,514	\$ 74,080	\$ 45,000	\$ 45,000	\$ 45,000

DEPARTMENT: N/A
FUND: Contingency Fund
RESPONSIBLE MANAGER: Peggy McCarthy

DIVISION: N/A
FUND NUMBER: 105
POSITION: Director

Description

Sufficient fund balances and reserve levels are important for the long-term financial stability of the City. This fund provides for a reserve fund balance equal to or greater than 10% of the previous General Fund revenue, exclusive of significant non-operating, non-recurring revenues such as real estate sales or transfers in from other funds. Amounts held in this fund can be used for more restrictive, emergency type purposes. All expenditures from this fund require Council approval. This fund is a sub-fund of the general fund.

Expenditure & Revenue Summary

<i>Contingency Fund</i>								
	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	%Change	%Change
Operating Revenue								
Investment Earnings	\$ 8,539	\$ 38,805	\$ 28,772	\$ 1,816	\$ 20,000	\$ 20,000	1001.32%	0.00%
Transfers In	-	127,000	100,000	-	-	-	0.00%	0.00%
Total Revenue	8,539	165,805	128,772	1,816	20,000	20,000	1001.32%	0.00%
Operating Expenses								
Transfers Out	-	350,000	-	-	-	-	0.00%	0.00%
Total Expenses	-	350,000	-	-	-	-	0.00%	0.00%
Beginning Fund Balance	5,762,932	5,771,471	5,587,275	5,701,816	5,716,048	5,736,048	0.25%	0.35%
Change in Fund Balance	8,539	(184,196)	128,772	1,816	20,000	20,000	1001.32%	0.00%
Ending Fund Balance	\$ 5,771,471	\$ 5,587,275	\$ 5,716,048	\$ 5,703,632	\$ 5,736,048	\$ 5,756,048	0.57%	0.35%



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DEPARTMENT: N/A**FUND:** Various Debt Service**RESPONSIBLE MANAGER:** Peggy McCarthy**FUND NUMBER:** 2XX**POSITION:** Director**Description:**

The funds in this section record the payment of principal and interest for the City's outstanding limited tax general obligation bonds.

2015-2016 Accomplishments

- ◆ Issued \$5.8 million bonds for Boeing Access Road over BNRR Bridge Rehabilitation and Interurban Avenue South projects. **Strategic Goal 4.**

2017-2018 Outcome Goals

- ◆ Issue \$4.4 million bonds for the 40-42nd Avenue South project. This project will design and construct street improvements, drainage, sidewalks, bike facilities, and driveway adjustments. **Strategic Goal 4.**
- ◆ Issue \$6.4 million bonds for the 40-42 Ave South project. This project will design and construct street improvements, drainage, sidewalks, bike facilities, and driveway adjustments. **Strategic Goal 4.**
- ◆ Issue \$2 million bonds for the 53rd Ave South project. This project will design and construct urban residential street improvements that include curb, gutter, sidewalk, undergrounding, and illumination. **Strategic Goal 4.**
- ◆ Issue taxpayer approved bonds for public safety purposes. Bond sales are structured to align with project cost timelines. **Strategic Goal 4.**

DEBT SERVICE SUMMARY

Existing Debt

Limited Tax GO Refunding Bonds, 2008: Build a City Hall annex (6300 building) and pay for economic revitalization projects.

SCORE Limited Tax, GO Bonds, 2009: Pay for portion of the construction costs of SCORE jail, a correctional facility, along with six other cities.

Limited Tax GO Bonds, 2010: Construction and realignment of Southcenter Parkway in the Tukwila South Annexation area and to purchase emergency preparedness capital and other equipment.

Limited Tax GO Bonds, 2011: Arterial street program.

Limited Tax GO Bonds, 2013: Proceeds loaned to Tukwila Metropolitan Park District to pay for improvements to Tukwila Pool.

Limited Tax GO Bonds, 2014: Property purchased in the City's Tukwila Redevelopment (Urban Renewal) area.

Limited Tax Go Bonds/Line of Credit, 2014: Funds used to purchase property in the City's Urban Renewal area.

Limited Tax GO Bonds, 2015: Funding for Interurban Avenue South and Boeing Access Road Bridge projects. Interurban Avenue South consisted of designing and constructing sidewalks, pavement restoration, as well as drainage and lighting work. Boeing Access Road Bridge project rehabilitated the existing bridge with a 340' long concrete or steel bridge structure.

Planned Debt

42nd Avenue South: Design and construct street improvements, drainage, sidewalks, bike facilities, and driveway adjustments. Total bonds anticipated to be issued \$6.4 million.

53rd Avenue South: Design and construct urban residential street improvements that include curb, gutter, sidewalk, undergrounding, and illumination. Total bonds anticipated to be issued \$2 million.

Public Works Shop facility: Design and construct a new Public Works shops facility. Bond for the current biennium is to purchase land and begin design. Estimated bond proceeds are \$6.15 million for land. Additional bonding for construction of \$23,343 million will be either LTGO or 63:20 financing.

Public Safety Plan: Design and construct a Justice Center that would accommodate both our Police department as well as our Court. Additionally, the bonds would rebuild three fire stations and provide fire department equipment for 20 years. Total bonds anticipated to be issued \$77 million.

GO Debt - Revenue and Expenditure Summary

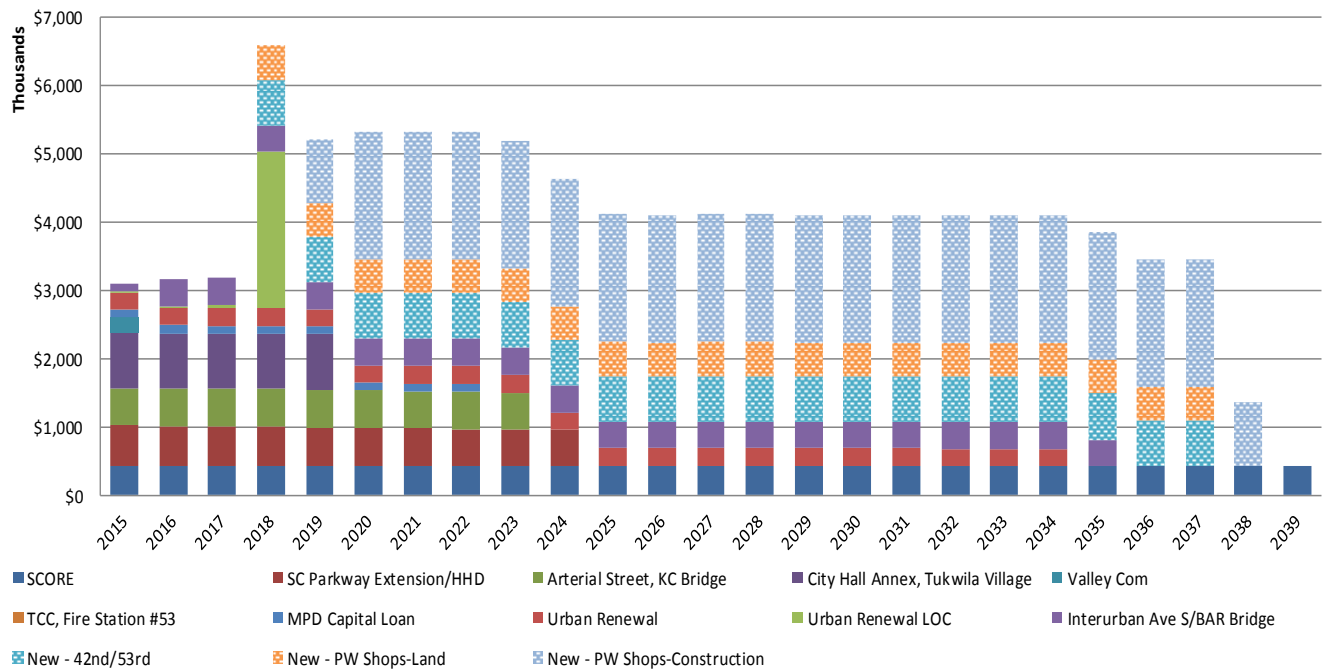
General Obligation Debt Service Funds - Combined								
	2014 Actual	2015 Actual	2016 Projected	2016 Budget	2017 Budget	2018 Budget	2016-2017 % Change	2017-2018 % Change
Revenue								
Build America Bonds Tax Credit	\$ 61,825	\$ 92,854	\$ 62,125	\$ 61,858	\$ 61,667	\$ 56,053	-0.31%	-9.10%
Property Taxes	-	-	-	-	-	2,681,000	0.00%	0.00%
Capital Contribution - SCORE	-	-	-	-	427,461	428,288	0.00%	0.19%
<i>Total Miscellaneous Revenue</i>	61,825	92,854	62,125	61,858	489,128	3,165,341	690.73%	547.14%
Transfers In - General Fund	3,150,080	2,759,846	2,649,992	2,874,831	2,686,004	5,848,580	-6.57%	117.74%
Transfers In - Utility Funds	-	-	-	-	-	246,000	0.00%	0.00%
Total Revenue	3,211,905	2,852,700	2,712,117	2,936,689	3,175,132	9,259,921	8.12%	191.64%
Expenditures								
Principal/Early Retirement of Debt	2,288,988	1,875,507	1,932,738	2,442,071	2,163,029	5,436,397	-11.43%	151.33%
Interest	926,521	778,826	812,937	494,618	1,012,103	3,823,524	104.62%	277.78%
Total Debt Service Funds	3,215,510	2,654,333	2,745,675	2,936,689	3,175,132	9,259,921	8.12%	191.64%
Total Expenditures	3,215,510	2,654,333	2,745,675	2,936,689	3,175,132	9,259,921	8.12%	191.64%
Beginning Fund Balance	8,261	4,656	203,023	5,000	169,464	169,464	3289.29%	0.00%
Change in Fund Balance	(3,605)	198,367	(33,558)	-	-	-	0.00%	0.00%
Ending Fund Balance	\$ 4,656	\$ 203,023	\$ 169,464	\$ 5,000	\$ 169,464	\$ 169,464	3289.29%	0.00%

Local Improvement District & Guaranty Fund - Revenue and Expenditure Summary

Local Improvement District #33 Debt Service Funds - Combined								
	2014 Actual	2015 Actual	2016 Projected	2016 Budget	2017 Budget	2018 Budget	2016-2017 % Change	2017-2018 % Change
Revenue								
Miscellaneous	\$ 1,352	\$ 1,809	\$ -	\$ -	\$ -	\$ -	0.00%	0.00%
LID Assessments	701,723	650,415	500,000	593,147	408,593	408,593	-31.11%	0.00%
LID Assessment Interest	339,248	296,305	316,003	343,026	294,018	271,440	-14.29%	-7.68%
Total LID Assessments Receipts	1,042,323	948,529	816,002	936,173	702,611	680,033	-24.95%	-3.21%
Total Revenue	1,042,323	948,529	816,002	936,173	702,611	680,033	-24.95%	-3.21%
Expenditures								
70 Principal	-	605,000	670,000	600,000	450,000	445,000	-25.00%	-1.11%
80 Interest	-	346,784	286,005	286,005	271,830	257,655	-4.96%	-5.21%
Total Debt Service Funds	-	951,784	956,005	886,005	721,830	702,655	-18.53%	-2.66%
Total Expenditures	-	951,784	956,005	886,005	721,830	702,655	-18.53%	-2.66%
Beginning Fund Balance	668,849	1,711,172	1,707,917	1,489,356	1,567,915	1,548,696	5.27%	-1.23%
Change in Fund Balance	1,042,323	(3,255)	(140,002)	50,168	(19,219)	(22,622)	-138.31%	17.71%
Ending Fund Balance	\$ 1,711,172	\$ 1,707,917	\$ 1,567,915	\$ 1,539,524	\$ 1,548,696	\$ 1,526,074	0.60%	-1.46%

This chart represents the general obligation debt service of the City. It includes debt being repaid with general fund revenue as well as debt that is being repaid from other sources. The City receives funds from the Tukwila Metropolitan Park District to repay the MPD capital loan, funds to repay the urban renewal LOC (line of credit) are proceeds from land sales. Since 2015, SCORE bonds have been paid directly by SCORE jail.

City of Tukwila General Obligation Bond Debt Service



PW Shops Debt: 1/2 paid by general fund, 1/2 paid by utility funds

The chart below reflects the existing general obligation debt service of the City as well as planned debt. Debt service includes both principal and interest requirements.

Schedule of Budgeted General Obligation Long-Term Debt												
	Fund 211 LTGO Refunding, 2008	Fund 212 LTGO Bonds, 2009	Fund 214 LTGO 2010	Fund 217 LTGO Refunding, 2011	Fund 218 LTGO, 2013	Fund 200 LTGO, 2014	Fund 200 Line of Credit	Fund 200 LTGO, 2015	Fund 209 LTGO, 2017	Fund 208 LTGO, 2017	Fund 208 LTGO, 2017	
	\$6,180,000 Original Issue	\$6,898,800 Original issue	\$5,870,000 Original Issue	\$4,620,000 Original Issue	\$1,000,000 Original issue	\$3,850,000 Original Issue	\$2,250,000 Line of Credit	\$5,825,000 Original Issue	\$8,400,000 Planned Issue	\$6,150,000 Planned Issue	\$23,343,000 Planned Issue	
	City Hall Annex, Tukwila Village	SCORE	SC Parkway Extension/H HD	Arterial Street, KC Bridge	MPD Loan	Urban Renewal	Urban Renewal	Interurban Ave S & BAR Bridge	New Debt - 42nd Ave, 53rd Avd	PW Shops - Land	PW Shops - Construction	Total Existing and Planned General Obligation Debt
2017	\$ 809,900	\$ 427,461	\$ 581,190	\$ 552,300	\$ 113,130	\$ 260,175	\$ 40,000	\$ 390,975	\$ -	\$ -	\$ -	\$ 3,175,131
2018	809,100	428,288	575,152	549,250	113,130	260,775	2,290,000	389,225	672,000	492,000	-	6,578,920
2019	810,900	427,973	567,307	548,700	113,130	260,455	-	392,325	672,000	492,000	933,720	5,218,510
2020	-	427,869	558,182	545,300	113,130	260,290	-	390,125	672,000	492,000	1,867,440	5,326,336
2021	-	426,239	552,520	546,300	113,130	260,074	-	387,775	672,000	492,000	1,867,440	5,317,477
2022	-	427,532	543,175	551,500	113,115	260,589	-	390,275	672,000	492,000	1,867,440	5,317,626
2023	-	427,379	533,018	545,900	-	260,159	-	392,475	672,000	492,000	1,867,440	5,190,371
2024	-	426,885	527,050	-	-	259,871	-	389,375	672,000	492,000	1,867,440	4,634,621
2025	-	426,356	-	-	-	260,783	-	391,125	672,000	492,000	1,867,440	4,109,704
2026	-	426,130	-	-	-	260,169	-	387,575	672,000	492,000	1,867,440	4,105,314
2027	-	425,896	-	-	-	260,412	-	391,050	672,000	492,000	1,867,440	4,108,797
2028	-	425,636	-	-	-	260,484	-	392,050	672,000	492,000	1,867,440	4,109,610
2029	-	425,335	-	-	-	260,385	-	387,750	672,000	492,000	1,867,440	4,104,909
2030	-	424,791	-	-	-	260,115	-	388,300	672,000	492,000	1,867,440	4,104,645
2031	-	424,762	-	-	-	260,674	-	388,550	672,000	492,000	1,867,440	4,105,426
2032	-	424,201	-	-	-	260,033	-	388,500	672,000	492,000	1,867,440	4,104,174
2033	-	423,889	-	-	-	260,222	-	388,150	672,000	492,000	1,867,440	4,103,701
2034	-	423,792	-	-	-	260,211	-	392,500	672,000	492,000	1,867,440	4,107,943
2035	-	423,485	-	-	-	-	-	391,400	672,000	492,000	1,867,440	3,846,325
2036	-	422,950	-	-	-	-	-	-	672,000	492,000	1,867,440	3,454,390
2037	-	422,561	-	-	-	-	-	-	672,000	492,000	1,867,440	3,454,001
2038	-	422,284	-	-	-	-	-	-	-	-	933,720	1,356,004
2039	-	422,085	-	-	-	-	-	-	-	-	-	422,085
Totals	\$ 8,366,500	\$ 11,596,387	\$ 8,146,062	\$ 5,816,364	\$ 1,131,285	\$ 5,196,194	\$ 2,370,118	\$ 7,904,182	\$ 13,440,000	\$ 9,840,000	\$ 35,481,360	\$ 135,631,573

Expenditure Detail – Other

Debt Service						
Account Number	2014 Actual	2015 Actual	2016 Projected	2016 Budget	2017 Budget	2018 Budget
200.00.591.580.71.14 2014 GO Bond Principal	\$ -	\$ 141,000	\$ 149,000	\$ 878,333	\$ 150,000	\$ 153,000
200.00.591.581.71.14 LOC Principal	-	-	-	-	-	2,250,000
200.00.591.950.71.15 2015 LTGO Bond Principal	-	-	220,000	-	225,000	230,000
200.00.592.181.83.14 LOC Interest/Commitment Fee	-	18,118	33,825	-	40,000	40,000
200.00.592.580.83.14 2014 LTGO Bond Interest	-	108,404	111,919	-	110,175	107,775
200.00.592.950.83.15 2015 LTGO Bond Interest	-	102,107	172,576	-	165,975	159,225
208.00.591.280.71.00 2017 LTGO Bond Principal (PW Shops)	-	-	-	-	-	92,000
208.00.592.280.83.00 2017 LTGO Bond Interest (PW Shops)	-	-	-	-	-	400,000
209.00.591.950.71.00 2017 LTGO Bond Principal (42nd/53rd)	-	-	-	-	-	172,000
209.00.592.950.83.00 2017 LTGO Bond Interest (42nd/53rd)	(1)	-	-	-	-	500,000
210.00.591.220.71.00 2003 LTGO Refunding Bond Principal	93,000	-	-	-	-	-
210.00.591.750.71.00 2003 LTGO Refunding Bond Principal	372,000	-	-	-	-	-
210.00.592.220.83.00 2003 LTGO Refunding Bond Interest	4,650	-	-	-	-	-
210.00.592.750.83.00 2003 LTGO Refunding Bond Interest	18,600	-	-	-	-	-
211.00.591.180.71.00 2008 LTGO Refunding Bond Principal	476,000	504,000	524,000	524,000	544,000	576,000
211.00.591.950.71.00 2008 LTGO Refunding Bond Principal	119,000	126,000	131,000	131,000	136,000	144,000
211.00.592.180.83.00 2008 LTGO Refunding Bond Interest	173,600	145,040	124,880	124,880	103,920	71,280
211.00.592.950.83.00 2008 LTGO Refunding Bond Interest	43,400	36,260	31,220	31,220	25,980	17,820
212.00.591.950.71.00 2009 LTGO SCORE Bond Principal	159,200	-	-	-	171,600	179,200
212.00.592.950.83.00 2009 LTGO SCORE Bond Interest	282,551	-	-	-	255,861	249,088
213.00.591.950.71.00 2017 UTGO Principal	-	-	-	-	-	681,000
213.00.592.950.83.00 2017 UTGO Interest	-	-	-	-	-	2,000,000
214.00.591.180.71.00 General Obligation Bonds	97,273	101,270	105,268	105,268	107,933	110,598
214.00.591.950.71.00 2010A LTGO SCORE Bond Principal	267,728	278,730	289,733	289,733	297,068	304,403
214.00.592.180.83.00 Interest on Long-Term External Debt	58,210	54,806	50,755	50,755	46,955	42,681
214.00.592.190.85.00 Debt Registration Costs	-	-	-	-	-	-
214.00.592.950.83.00 2010A LTGO Bond Interest	160,215	150,844	139,695	139,695	129,235	117,471
216.00.591.280.71.00 General Obligation Bonds	212,000	220,000	-	-	-	-
216.00.592.220.83.00 2000 LTGO Refunding Bond Interest	17,280	8,800	-	-	-	-
217.00.591.950.71.00 General Obligation Bonds	395,000	405,000	420,000	420,000	435,000	445,000
217.00.592.950.83.00 Interest on Long-Term External Debt	152,675	140,825	128,675	128,675	117,300	104,250
218.00.591.760.71.00 General Obligation Bonds	97,788	99,507	93,737	93,737	96,428	99,196
218.00.592.760.83.00 Interest on Long-Term External Debt	15,342	13,623	19,393	19,393	16,702	13,934
220.00.591.950.71.00 2017 LTGO Bond Principal	-	-	-	-	-	-
220.00.592.950.83.00 2017 LTGO Bond Interest	-	-	-	-	-	-
Subtotal General Obligation Debt Service	3,215,510	2,654,333	2,745,675	2,936,689	3,175,132	9,259,921
233.00.592.950.83.00 Interest on Long-Term External Debt	-	346,784	286,005	286,005	271,830	257,655
233.00.591.950.71.00 LID #33 Bond Principal	-	605,000	670,000	600,000	450,000	445,000
Total Other	3,215,510	3,606,117	3,701,680	3,822,694	3,896,962	9,962,576

SCHEDULE OF PRIOR, EXISTING, AND FUTURE ANTICIPATED LONG-TERM DEBT SERVICE

Section 2																			Section 3	
Future Anticipated General Obligation Debt																				
Column 19	Column 18	Column 17	Column 16	Column 15	Column 14	Column 13	Column 12	Column 11	Column 10	Column 9	Column 8	Column 7	Column 6	Column 5	Column 4	Column 3	Column 2	Column 1		
New Debt - PW Shops (Construction)	New Debt - PW Shops (Land)	New Debt - 42nd/53rd Planned Issue	Total Existing GO Debt	Interurban Avenue South & BAR Bridge	Fund 200 LTGO, 2014 LOC	Fund 200 LTGO, 2014 Original Issue	Fund 218 LTGO, 2013 Original Issue	Fund 217 LTGO Refunding, 2011	Fund 216 LTGO Refunding, 2010	Fund 214 LTGO 2010 Original Issue	SCORE	City Hall Annex, Tukwila Village	TCC, Fire Station #53	South Park Br. Art. St., Golf Course	Fund 208 LTGO Bonds, 2000	Fund 207 LTGO Bonds, 1999	Fund 205 Special Assessment Bonds	Facilities		
\$492,000 per year for 20 years	\$492,000 per year for 20 years	\$672,000 per year for 20 years	Subtotal = Columns 1-15	Urban Renewal Line of Credit	Urban Renewal	Urban Renewal Original Issue	MPD Loan	Aerial Street, KC Bridge	Valley Com	SC Parkway Extension/HHD	Valley Com	MPD Loan	Urban Renewal Original Issue	Urban Renewal Original Issue	Urban Renewal Original Issue	Urban Renewal Original Issue	Urban Renewal Original Issue	Urban Renewal Original Issue		
Subtotal = Columns 17- 18	Subtotal = Columns 1-15	Subtotal = Columns 1-15	Subtotal = Columns 1-15	Subtotal = Columns 1-15	Subtotal = Columns 1-15	Subtotal = Columns 1-15	Subtotal = Columns 1-15	Subtotal = Columns 1-15	Subtotal = Columns 1-15	Subtotal = Columns 1-15	Subtotal = Columns 1-15	Subtotal = Columns 1-15	Subtotal = Columns 1-15	Subtotal = Columns 1-15	Subtotal = Columns 1-15	Subtotal = Columns 1-15	Subtotal = Columns 1-15	Subtotal = Columns 1-15		
1,373,603	1,373,603	1,373,603	1,373,603	1,373,603	1,373,603	1,373,603	1,373,603	1,373,603	1,373,603	1,373,603	1,373,603	1,373,603	1,373,603	1,373,603	1,373,603	1,373,603	1,373,603	1,373,603		
1,595,604	1,595,604	1,595,604	1,595,604	1,595,604	1,595,604	1,595,604	1,595,604	1,595,604	1,595,604	1,595,604	1,595,604	1,595,604	1,595,604	1,595,604	1,595,604	1,595,604	1,595,604	1,595,604		
1,651,155	1,651,155	1,651,155	1,651,155	1,651,155	1,651,155	1,651,155	1,651,155	1,651,155	1,651,155	1,651,155	1,651,155	1,651,155	1,651,155	1,651,155	1,651,155	1,651,155	1,651,155	1,651,155		
1,844,642	1,844,642	1,844,642	1,844,642	1,844,642	1,844,642	1,844,642	1,844,642	1,844,642	1,844,642	1,844,642	1,844,642	1,844,642	1,844,642	1,844,642	1,844,642	1,844,642	1,844,642	1,844,642		
1,843,273	1,843,273	1,843,273	1,843,273	1,843,273	1,843,273	1,843,273	1,843,273	1,843,273	1,843,273	1,843,273	1,843,273	1,843,273	1,843,273	1,843,273	1,843,273	1,843,273	1,843,273	1,843,273		
1,841,908	1,841,908	1,841,908	1,841,908	1,841,908	1,841,908	1,841,908	1,841,908	1,841,908	1,841,908	1,841,908	1,841,908	1,841,908	1,841,908	1,841,908	1,841,908	1,841,908	1,841,908	1,841,908		
1,843,670	1,843,670	1,843,670	1,843,670	1,843,670	1,843,670	1,843,670	1,843,670	1,843,670	1,843,670	1,843,670	1,843,670	1,843,670	1,843,670	1,843,670	1,843,670	1,843,670	1,843,670	1,843,670		
1,843,310	1,843,310	1,843,310	1,843,310	1,843,310	1,843,310	1,843,310	1,843,310	1,843,310	1,843,310	1,843,310	1,843,310	1,843,310	1,843,310	1,843,310	1,843,310	1,843,310	1,843,310	1,843,310		
2,027,075	2,027,075	2,027,075	2,027,075	2,027,075	2,027,075	2,027,075	2,027,075	2,027,075	2,027,075	2,027,075	2,027,075	2,027,075	2,027,075	2,027,075	2,027,075	2,027,075	2,027,075	2,027,075		
2,514,257	2,514,257	2,514,257	2,514,257	2,514,257	2,514,257	2,514,257	2,514,257	2,514,257	2,514,257	2,514,257	2,514,257	2,514,257	2,514,257	2,514,257	2,514,257	2,514,257	2,514,257	2,514,257		
2,647,196	2,647,196	2,647,196	2,647,196	2,647,196	2,647,196	2,647,196	2,647,196	2,647,196	2,647,196	2,647,196	2,647,196	2,647,196	2,647,196	2,647,196	2,647,196	2,647,196	2,647,196	2,647,196		
3,090,965	3,090,965	3,090,965	3,090,965	3,090,965	3,090,965	3,090,965	3,090,965	3,090,965	3,090,965	3,090,965	3,090,965	3,090,965	3,090,965	3,090,965	3,090,965	3,090,965	3,090,965	3,090,965		
6,107,504	6,107,504	6,107,504	6,107,504	6,107,504	6,107,504	6,107,504	6,107,504	6,107,504	6,107,504	6,107,504	6,107,504	6,107,504	6,107,504	6,107,504	6,107,504	6,107,504	6,107,504	6,107,504		
3,203,574	3,203,574	3,203,574	3,203,574	3,203,574	3,203,574	3,203,574	3,203,574	3,203,574	3,203,574	3,203,574	3,203,574	3,203,574	3,203,574	3,203,574	3,203,574	3,203,574	3,203,574	3,203,574		
2,985,111	2,985,111	2,985,111	2,985,111	2,985,111	2,985,111	2,985,111	2,985,111	2,985,111	2,985,111	2,985,111	2,985,111	2,985,111	2,985,111	2,985,111	2,985,111	2,985,111	2,985,111	2,985,111		
3,091,340	3,091,340	3,091,340	3,091,340	3,091,340	3,091,340	3,091,340	3,091,340	3,091,340	3,091,340	3,091,340	3,091,340	3,091,340	3,091,340	3,091,340	3,091,340	3,091,340	3,091,340	3,091,340		
5,414,731	5,414,731	5,414,731	5,414,731	5,414,731	5,414,731	5,414,731	5,414,731	5,414,731	5,414,731	5,414,731	5,414,731	5,414,731	5,414,731	5,414,731	5,414,731	5,414,731	5,414,731	5,414,731		
4,256,570	4,256,570	4,256,570	4,256,570	4,256,570	4,256,570	4,256,570	4,256,570	4,256,570	4,256,570	4,256,570	4,256,570	4,256,570	4,256,570	4,256,570	4,256,570	4,256,570	4,256,570	4,256,570		
5,225,410	5,225,410	5,225,410	5,225,410	5,225,410	5,225,410	5,225,410	5,225,410	5,225,410	5,225,410	5,225,410	5,225,410	5,225,410	5,225,410	5,225,410	5,225,410	5,225,410	5,225,410	5,225,410		
5,533,536	5,533,536	5,533,536	5,533,536	5,533,536	5,533,536	5,533,536	5,533,536	5,533,536	5,533,536	5,533,536	5,533,536	5,533,536	5,533,536	5,533,536	5,533,536	5,533,536	5,533,536	5,533,536		
5,324,827	5,324,827	5,324,827	5,324,827	5,324,827	5,324,827	5,324,827	5,324,827	5,324,827	5,324,827	5,324,827	5,324,827	5,324,827	5,324,827	5,324,827	5,324,827	5,324,827	5,324,827	5,324,827		
5,325,125	5,325,125	5,325,125	5,325,125	5,325,125	5,325,125	5,325,125	5,325,125	5,325,125	5,325,125	5,325,125	5,325,125	5,325,125	5,325,125	5,325,125	5,325,125	5,325,125	5,325,125	5,325,125		
1,194,000	1,194,000	1,194,000	1,194,000	1,194,000	1,194,000	1,194,000	1,194,000	1,194,000	1,194,000	1,194,000	1,194,000	1,194,000	1,194,000	1,194,000	1,194,000	1,194,000	1,194,000	1,194,000		
2,097,720	2,097,720	2,097,720	2,097,720	2,097,720	2,097,720	2,097,720	2,097,720	2,097,720	2,097,720	2,097,720	2,097,720	2,097,720	2,097,720	2,097,720	2,097,720	2,097,720	2,097,720	2,097,720		
1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440		
1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440		
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1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440		
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1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440		
1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440		
1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440		
1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440		
1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440		
1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440		
1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440	1,867,440														

DEPARTMENT: Public Works (103)
FUND: Residential Street
RESPONSIBLE MANAGER: Bob Giberson

DIVISION: Residential Streets
FUND NUMBER: 103
POSITION: Director

Description:

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

2015-2016 Accomplishments

- ◆ Completed construction of Thorndyke Safe Routes to School.
- ◆ Completed 42nd Ave S / Allentown Roadside Barriers.
- ◆ Continued design of 42nd Ave S Phase III from Southcenter Blvd to S 160th St.
- ◆ Began design of 53rd Ave S street improvements.
- ◆ Began design of Cascade View Safe Routes to School Phase II.

2017-2018 Outcome Goals

- ◆ Improve pedestrian safety in neighborhoods.

2017-2018 Indicators of Success

- ◆ Complete construction of 42nd Ave S Phase III from Southcenter Blvd to S 160th St.
- ◆ Complete construction of 53rd Ave S street improvements.
- ◆ Complete construction of Cascade View SRTS Phase II.
- ◆ Complete city-wide prioritization of residential streets.

Revenue and Expenditure Summary

Residential Streets Fund								
	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	%Change	%Change
Operating Revenue								
MFVT Cities	\$ 268,442	\$ 277,052	\$ 283,503	\$ 273,078	\$ 280,000	\$ 285,000	2.53%	1.79%
Investment Earnings	1,418	1,477	1,929	1,800	1,500	1,600	-16.67%	6.67%
Total Operating Revenue	269,860	278,530	285,432	274,878	281,500	286,600	2.41%	1.81%
Capital Project Revenue								
Intergovernmental Revenue								
Federal Grants	189,894	217,343	159,331	838,950	714,000	-	-14.89%	0.00%
State Grants	227,618	51,034	149,638	1,432,000	900,000	1,075,000	-37.15%	19.44%
GO Bond Proceeds	-	-	-	4,400,000	5,600,000	2,800,000	27.27%	-50.00%
Plan/Development Contributions	-	38,242	-	2,850,000	1,902,000	1,273,000	-33.26%	-33.07%
Total Capital Project Revenue	417,512	306,619	308,969	9,520,950	9,116,000	5,148,000	-4.25%	-43.53%
Transfers In	100,000	474,000	200,000	200,000	-	-	0.00%	0.00%
Total Revenue	787,372	1,059,148	794,401	9,995,828	9,397,500	5,434,600	-5.99%	-42.17%
Capital Projects								
Overhead (Salaries & Benefits)	-	162	-	-	-	-	0.00%	0.00%
Cascade View Safe Routes to School	282,883	127,961	-	928,000	-	-	0.00%	0.00%
Thorndyke Safe Routes to School	405,508	820,699	-	-	-	-	0.00%	0.00%
42nd Ave S Roadside Barriers	50,727	47,353	90,443	-	-	-	0.00%	0.00%
42nd Ave S Phase III	299,917	321,663	218,128	5,300,000	5,851,000	2,465,000	10.40%	-57.87%
Residential Street Prioritization Study	-	24,431	169,070	-	-	-	0.00%	0.00%
Cascade View SRTS Phase II	-	1,698	150,649	-	814,000	-	0.00%	0.00%
53rd Ave S	-	60,313	151,941	3,173,000	2,613,000	2,610,000	-17.65%	-0.11%
Traffic Calming	-	-	-	-	75,000	-	0.00%	0.00%
Small Roadway Improvements	-	-	-	350,000	-	350,000	0.00%	0.00%
Total Capital Projects	1,039,035	1,404,280	780,231	9,751,000	9,353,000	5,425,000	-4.08%	-42.00%
Beginning Fund Balance	1,415,955	1,164,292	819,161	56,842	833,331	877,831	1366.05%	5.34%
Change in Fund Balance	(251,663)	(345,132)	14,170	244,828	44,500	9,600	-81.82%	-78.43%
Fund Balance	\$ 1,164,292	\$ 819,161	\$ 833,331	\$ 301,670	\$ 877,831	\$ 887,431	190.99%	1.09%

Expenditure Detail – Supplies, Services and Other

Services include planning, design, and project management costs, among others. Capital includes construction and purchase of capital assets related to projects accounted for in this fund.

Residential Streets Fund						
Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
103.98.595.100.31.00 Supplies - Office & Operating	\$ 488	\$ -	\$ -	\$ -	\$ -	\$ -
Total Supplies	488	-	-	-	-	-
103.98.542.100.41.00 Prof Svcs - Road & street maintenance	-	-	8,148	-	-	50,000
103.98.542.300.48.00 R&M - Roadway	-	-	74,904	-	-	300,000
103.98.544.200.41.00 Prof Svcs - Engineering/street prioritization	-	-	123,816	-	75,000	-
103.98.544.400.41.00 Prof Svcs - Consulting services	-	23,373	-	-	-	-
103.98.595.100.41.00 Prof Svcs - Engineering	423,122	228,538	-	-	-	-
103.98.595.100.44.00 Advertising - Ad for bids	2,165	125	-	-	-	-
103.98.595.100.49.00 Misc - Permits	2,659	-	-	-	-	-
103.98.595.200.41.00 Prof Svcs - Right of way	53,466	-	-	-	-	-
103.98.595.800.41.00 Prof Svcs - Ancillary operations	-	22,204.97	-	573,000	-	-
Total Services	481,412	274,240	206,868	573,000	75,000	350,000
103.98.595.100.65.00 Capital - Engineering	59,573	293,006	504,521	134,000	1,348,000	757,000
103.98.595.200.65.00 Capital - Right of Way	-	1,760	113	-	100,000	-
103.98.595.300.65.00 Capital - Roadway	377,802	545,652	-	794,000	7,830,000	4,318,000
103.98.595.610.65.00 Capital - Sidewalks	256	77,539	-	-	-	-
103.98.595.630.65.00 Capital - Street Lighting	11,389	19,611	-	-	-	-
103.98.595.640.65.00 Capital - Traffic Control Devices	-	21,416	-	-	-	-
103.98.595.700.65.00 Capital - Roadway Development	4,185	53,909	-	-	-	-
103.98.595.800.65.00 Capital - Construction Projects	-	-	-	8,250,000	-	-
Total Other	453,205	1,012,893	504,634	9,178,000	9,278,000	5,075,000
Total Supplies, Services and Other	\$ 935,106	\$ 1,287,133	\$ 711,502	\$ 9,751,000	\$ 9,353,000	\$ 5,425,000



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DEPARTMENT: Public Works (104)
FUND: Bridges and Arterial Streets
RESPONSIBLE MANAGER: Bob Giberson

DIVISION: Bridges and Arterial Streets
FUND NUMBER: 104
POSITION: Director

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 tax (REET) are used to fund projects.

2015-2016 Accomplishments

- ◆ Completed annual bridge inspections and repair program in 2015 and 2016.
- ◆ Completed annual overlay and repair and annual signal programs in 2015 and 2016.
- ◆ Completed construction of Tukwila Urban Center – Transit Center and Andover Park West.
- ◆ Completed construction of Interurban Ave S.
- ◆ Began Early Start design of Strander Blvd Extension phase III.

2017-2018 Outcome Goals

- ◆ Improve capacity, safety, and condition of arterial streets.

2017-2018 Indicators of Success

- ◆ Complete construction of Tukwila Urban Center Pedestrian / Bicycle Bridge.
- ◆ Complete construction of South 144th St Phase II (TIB-42nd Ave S).
- ◆ Complete construction of Boeing Access Rd Bridge Rehabilitation.
- ◆ Complete construction of major maintenance on three bridges.
- ◆ Complete design of Strander Blvd Extension Phase III.
- ◆ Complete annual bridge inspections and repair program for 2017 and 2018.
- ◆ Complete annual overlay and repair and annual signal program for 2017 and 2018.

Revenue and Expenditure Summary

Bridges & Arterial Streets								
	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	%Change	%Change
Operating Revenue								
General Revenue								
Parking Taxes	143,535	193,486	213,768	161,160	200,000	206,000	24.10%	3.00%
MFVT Cities	126,326	130,378	132,073	129,920	128,000	130,000	-1.48%	1.56%
Real Estate Excise Taxes	352,482	1,206,619	400,000	204,000	400,000	400,000	96.08%	0.00%
Total General Revenue	622,343	1,530,482	745,841	495,080	728,000	736,000	47.05%	1.10%
Miscellaneous Revenue								
Investment Earnings	3,653	9,677	6,955	5,000	5,000	5,000	0.00%	0.00%
Total Miscellaneous Revenue	3,653	9,677	6,955	5,000	5,000	5,000	0.00%	0.00%
Total Operating Revenue	625,996	1,540,159	752,796	500,080	733,000	741,000	46.58%	1.09%
Capital Project Revenue								
Impact Fees	165,181	115,385	271,709	160,000	921,000	628,000	475.63%	-31.81%
Intergovernmental								
Federal Grants	3,377,673	2,492,494	306,166	4,193,000	14,481,000	4,688,000	245.36%	-67.63%
State Grants	4,619,369	2,165,618	2,865,977	6,000,000	6,426,000	1,202,000	7.10%	-81.29%
Total Intergovernmental	7,997,042	4,658,112	3,172,143	10,193,000	20,907,000	5,890,000	105.11%	-71.83%
Contributions/Donations	139,494	59,746	154,300	-	1,037,000	30,000	0.00%	-97.11%
Bond Proceeds	-	5,825,000	-	-	-	-	0.00%	0.00%
Bond Premium	-	309,758	-	-	-	-	0.00%	0.00%
Total Capital Project Revenue	8,301,717	10,968,001	3,598,152	10,353,000	22,865,000	6,548,000	120.85%	-71.36%
Transfers In	2,850,000	1,700,000	1,551,000	1,551,000	1,800,000	3,000,000	16.05%	66.67%
Total Revenue	11,777,713	14,208,160	5,901,948	12,404,080	25,398,000	10,289,000	104.76%	-59.49%
Capital Projects								
Overhead (Salaries & Benefits)	120,591	98,177	250,000	436,217	436,579	445,218	0.08%	1.98%
Interurban Ave S	1,591,199	4,563,058	1,914,943	-	500,000	-	0.00%	0.00%
TUC Transit Center	4,009,647	701,651	9,978	-	-	-	0.00%	0.00%
Andover Park W (Tuk Pk-Strander)	1,248,908	408,660	2,985	-	-	-	0.00%	0.00%
TUC Ped/Bicycle Bridge	186,749	1,258,878	2,129,267	6,185,000	5,178,000	600,000	-16.28%	-88.41%
Boeing Access Rd Bridge Rehab.	579,199	472,176	136,758	5,411,000	10,869,000	-	100.87%	0.00%
Overlay, Repair E Marginal Wy S.	1,585,344	175	-	-	-	-	0.00%	0.00%
Major Maint. on 3 Bridges	-	-	-	-	3,186,000	1,296,000	0.00%	-59.32%
Stander Blvd Extension	14,193	2,465	250,552	420,000	3,000,000	3,000,000	614.29%	0.00%
Baker Blvd Non-Motorized Imp.	-	-	-	-	1,000,000	-	0.00%	0.00%
S 144th St Phase II	131,616	244,594	132,846	-	2,598,000	-	0.00%	0.00%
Tukwila MIC Smart Street	287,832	481	-	-	-	-	0.00%	0.00%
West Valley Hwy	-	-	-	-	-	482,000	0.00%	0.00%
Annual Overlay	1,157,255	1,637,403	1,490,414	1,560,000	1,400,000	1,400,000	-10.26%	0.00%
Annual Bridge Inspections	149,407	91,341	2,196	270,000	270,000	335,000	0.00%	24.07%
Annual Traffic Signals	27,721	1,180	125,552	115,000	115,000	120,000	0.00%	4.35%
Other Misc. Capital Projects	408,076	1,051,050	721,917	203,000	585,000	2,125,000	188.18%	263.25%
Total Capital Projects	11,497,737	10,531,289	7,167,408	14,600,217	29,137,579	9,803,218	99.57%	-66.36%
Beginning Fund Balance	1,095,535	1,375,511	5,052,382	2,344,489	3,786,922	47,343	61.52%	-98.75%
Change in Fund Balance	279,976	3,676,871	(1,265,460)	(2,196,137)	(3,739,579)	485,782	70.28%	-112.99%
Fund Balance	\$ 1,375,511	\$ 5,052,382	\$ 3,786,922	\$ 148,352	\$ 47,343	\$ 533,125	-68.09%	1026.09%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contractual agreements.

Bridges & Arterial Streets							
Position Description	2016 FTE	2017 FTE	2017 Budgeted		2018 FTE	2018 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Senior Engineer	1	1	\$ 118,674	\$ 32,169	1	\$ 121,048	\$ 33,396
Program Manager	1	1	108,000	23,962	1	108,000	24,247
Project Manager	1	1	106,279	47,495	1	108,405	50,123
Department Total	3	3	\$ 332,953	\$ 103,626	3	\$ 337,452	\$ 107,766

Expenditure Detail – Supplies, Services and Other

Services include planning, design, and project management costs, among others. Capital includes construction and purchase of capital assets related to projects accounted for in this fund.

Bridges & Arterial Streets						
Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
104.98.542.640.31.00 Supplies - Office & Operating	\$ -	\$ 558	\$ -	\$ -	\$ -	\$ -
104.98.595.100.31.00 Supplies - Office & Operating	485	441	-	-	-	-
104.98.595.800.31.00 Supplies - Office & Operating	-	-	356	-	-	-
Total Supplies	485	999	356	-	-	-
104.98.542.100.41.00 Prof Svcs - Overlay	521,986	699,608	435,771	-	1,300,000	1,147,000
104.98.542.100.43.00 Travel - Overlay	-	142	-	-	-	-
104.98.542.100.44.00 Advertising - Overlay	2,563	1,716	-	-	-	-
104.98.542.100.48.00 Repairs & Maint - Overlay	30,445	-	-	-	-	-
104.98.542.100.49.00 Misc - Overlay	300	310	-	-	-	-
104.98.542.300.48.00 R&M - Roadway, traffic control devices	2,224,234	1,237,513	-	-	5,176,000	3,315,000
104.98.542.500.41.00 Prof Svcs - Bridge inspections	3,082	35,507	1,101,095	-	-	-
104.98.542.500.48.00 R&M - Bridge inspections	158,790	83,367	270,897	-	-	-
104.98.542.610.48.00 R&M - Sidewalks	53,281	1,960	865	-	-	-
104.98.542.640.48.00 R&M - Traffic control devices	-	621	15,445	-	-	-
104.98.544.200.41.00 Prof Svcs - BNSF Study	-	490,418	113,818	-	80,000	-
104.98.544.200.44.00 Advertising - Bid ads	937	-	-	-	-	-
104.98.544.200.47.26 Utilities - Strander	-	2,078	-	-	-	-
104.98.544.200.48.00 R&M - Strander	2,935	-	-	-	-	-
104.98.544.700.48.00 R&M - traffic signals	11,175	-	-	-	-	-
104.98.595.100.41.00 Prof Svcs - Consulting, permits	2,405,650	1,739,736	-	-	-	-
104.98.595.100.42.00 Communication - Interurban Ave S	162	480	-	-	-	-
104.98.595.100.43.00 Travel - Interurban Ave S	973	875	-	-	-	-
104.98.595.100.44.00 Advertising - Bid ads	3,520	693	-	-	-	-
104.98.595.100.45.00 Rentals - Transit center, APW	1,184	1,775	-	-	-	-
104.98.595.100.47.00 Utilities - Strander extension	1,732	-	-	-	-	-
104.98.595.100.48.00 R&M - Strander extension	740	-	-	-	-	-
104.98.595.200.41.00 Advertising - Bid ads	110	26,364	-	-	-	-
104.98.595.200.44.00 Advertising - Bid ads	-	257	-	-	-	-
104.98.595.700.47.00 Utilities - Landscaping	-	4,172	-	-	-	-
104.98.595.700.47.25 Utilities - Landscaping	-	408	-	-	-	-
104.98.595.800.41.00 Prof Svcs - Consulting	-	-	-	1,819,000	-	-
104.98.595.800.42.00 Communication - Data card	-	-	240	-	-	-
104.98.595.800.45.00 Rentals - Copier rental	-	-	741	-	-	-
104.98.595.800.47.00 Utilities - Water	-	-	291	-	-	-
104.98.595.800.47.26 Utilities - Surface water	-	-	1,195	-	-	-
Total Services	5,423,800	4,327,999	1,940,358	1,819,000	6,556,000	4,462,000

Bridges & Arterial Streets, Con't						
Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
104.98.595.100.65.00 Capital - Engineering	60,848	1,108,753	747,630	-	4,524,000	3,343,000
104.98.595.200.65.00 Capital - Right of Way	1,348,025	707,330	127,741	400,000	450,000	-
104.98.595.300.65.00 Capital - Roadway	2,732,378	2,860,597	914,777	-	17,171,000	1,553,000
104.98.595.500.65.00 Capital - Structures	-	-	2,500,000	-	-	-
104.98.595.610.65.00 Capital - Sidewalks	297,396	129,267	36,376	-	-	-
104.98.595.630.65.00 Capital - Construction Projects	576,754	402,756	39,028	-	-	-
104.98.595.640.64.00 Capital - Machinery & Equipment	18,031	-	-	-	-	-
104.98.595.640.65.00 Capital - Traffic Control Devices	279,844	114,356	53,925	-	-	-
104.98.595.700.65.00 Capital - Roadside Development	222,768	265,841	341,560	-	-	-
104.98.595.800.64.00 Capital - Machinery & Equipment	-	-	80,000	80,000	-	-
104.98.595.800.65.00 Capital - Construction Projects	-	-	-	11,865,001	-	-
Total Other	5,536,044	5,588,900	4,841,036	12,345,001	22,145,000	4,896,000
Total Supplies, Services and Other	\$ 10,960,329	\$ 9,917,898	\$ 6,781,750	\$ 14,164,001	\$ 28,701,000	\$ 9,358,000



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DEPARTMENT: N/A**FUND:** Land Acquisition, Rec. and Park Dev.**RESPONSIBLE MANAGER:** Bob Giberson**FUND NUMBER:** 301**POSITION:** Director**Description:**

The Land Acquisition, Recreation, and Park Development fund is to be used for the acquisition of land, development of land, and construction of park facilities. The fund also includes the planning and engineering costs related to various parks. Only park-related projects are included. General government projects are in fund 303. A one-quarter real estate excise tax (REET) is available for park and other capital projects.

2015-2016 Accomplishments

- ◆ Completed construction of Duwamish Gardens.
- ◆ Continued with Duwamish Hill Preserve improvements.

2017-2018 Outcome Goals

- ◆ Improve condition and safety of City parks.

2017-2018 Indicators of Success

- ◆ Continue with Duwamish Hill Preserve improvements.
- ◆ Continue Greenbelt & Multipurpose trails and Black River Trail Connector projects.

Revenue and Expenditure Summary

Land Acquisition Rec, & Park Development								
	2014 Actual	2015 Actual	2016 Projected	2016 Budget	2017 Budget	2018 Budget	2016-17 % Change	2017-18 % Change
Operating Revenue								
General Revenue								
Real Estate Excise Taxes	\$ 352,482	\$ 1,206,619	\$ 400,000	\$ 200,000	\$ 400,000	\$ 400,000	100.00%	0.00%
Total General Revenue	352,482	1,206,619	400,000	200,000	400,000	400,000	100.00%	0.00%
Miscellaneous Revenue								
Investment Earnings	1,400	1,588	1,277	1,000	1,000	1,000	0.00%	0.00%
Rents & Concessions	-	8,900	-	-	-	-	0.00%	0.00%
Total Miscellaneous Revenue	1,400	10,488	1,277	1,000	1,000	1,000	0.00%	0.00%
Total Operating Revenue	353,882	1,217,107	401,277	201,000	585,000	523,000	191.04%	-10.60%
Capital Project Revenue								
Excess Prop Tax Levy-Dwmsh Hill	79,198	62,053	59,575	60,000	-	-	0.00%	0.00%
Park Impact Fees	-	-	-	40,000	-	-	0.00%	0.00%
Intergovernmental Revenue								
State Grants	83,200	1,178,072	637,000	-	131,000	146,000	0.00%	11.45%
King County/Other Grants	5,417	608,577	579,000	10,000	-	-	0.00%	0.00%
Total Intergovernmental Revenue	88,617	1,786,649	1,216,000	10,000	131,000	146,000	1210.00%	11.45%
Total Capital Project Revenue	167,815	1,848,702	1,275,575	110,000	131,000	146,000	19.09%	11.45%
Transfers In - 1% for Arts	-	-	-	-	184,000	122,000	0.00%	-33.70%
Total Revenue	521,697	3,065,809	1,676,852	311,000	716,000	669,000	130.23%	-6.56%
Capital Projects								
Parks, Rec, & Open Space Plan	16,988	-	-	-	-	-	0.00%	0.00%
WRIA 9 Watershed Planning	11,398	15,922	12,000	12,000	-	-	0.00%	0.00%
Duwamish Hill Preserve	112,633	749,877	10,276	70,000	26,000	24,000	-62.86%	-7.69%
Duwamish Gardens	135,303	1,382,646	922,200	-	-	-	0.00%	0.00%
Overlay & Repair	163,085	38,404	41,378	-	-	-	0.00%	0.00%
Multipurpose Trails	-	10,030	-	60,000	115,000	62,000	91.67%	-46.09%
Ft Dent Park	-	52,115	71,245	125,000	125,000	125,000	0.00%	0.00%
Riverton Creek Flap Gate Removal	-	1,906	2,082	-	-	-	0.00%	0.00%
Lake to Sound Trail	-	-	11,818	-	75,000	-	0.00%	0.00%
Salmon Habitat Restoration	-	-	-	25,000	-	-	0.00%	0.00%
Dog Park Projects	-	-	9,818	-	40,000	40,000	0.00%	0.00%
1% for Municipal Arts	-	-	-	-	50,000	-	0.00%	0.00%
Park Acquisition	-	-	-	-	378,000	-	0.00%	0.00%
Park Improvements	-	-	-	-	330,000	330,000	0.00%	0.00%
Total Capital Projects	439,407	2,250,900	1,080,817	292,000	1,139,000	581,000	290.07%	-48.99%
Beginning Fund Balance	1,219,890	1,302,180	2,117,088	318,000	2,713,123	2,290,123	753.18%	-15.59%
Change in Fund Balance	82,290	814,909	596,035	19,000	(423,000)	88,000	-2326.32%	-120.80%
Fund Balance	\$ 1,302,180	\$ 2,117,088	\$ 2,713,123	\$ 337,000	\$ 2,290,123	\$ 2,378,123	579.56%	3.84%

Expenditure Detail – Supplies, Services and Other

Services include planning, design, and project management costs, among others. Capital includes construction and purchase of capital assets related to projects accounted for in this fund.

<i>Land Acquisition Rec, & Park Development</i>						
Account Number	2014 Actual	2015 Actual	2016 Projected	2016 Budget	2017 Budget	2018 Budget
301.98.535.800.31.00 Supplies - Office & Operating	\$ -	\$ 20	\$ -	\$ -	\$ -	\$ -
Total Supplies	-	20	-	-	-	-
301.98.535.800.41.00 Prof Svcs - Ft Dent sewer relocate	-	49,505	-	-	-	-
301.98.554.900.41.00 Prof Svcs - WRIA study	11,398	15,922	-	-	-	-
301.98.576.900.41.00 Prof Svcs - Overlay	163,085	-	-	-	-	-
301.98.594.760.41.00 Prof Svcs - Design, watershed chgs, PROS plan, easements, etc	236,460	330,886	189,629	57,000	185,000	70,000
301.98.594.760.42.00 Communication - Shipping	-	8	-	-	-	-
301.98.594.760.43.00 Travel - Parking, mileage, etc	10	-	-	-	-	-
301.98.594.760.44.00 Advertising - Signs	346	1,516	-	-	-	-
301.98.576.900.48.00 R&M - Repair charges	-	38,404	-	-	-	-
301.98.535.800.49.00 Misc - Ft Dent sewer relocate	-	104	-	-	-	-
Total Services	411,298	436,344	189,629	57,000	185,000	70,000
301.98.594.760.61.00 Capital - Land	-	-	-	-	378,000	-
301.98.594.760.64.00 Capital - Machinery & Equipment	-	10,030	-	-	-	-
301.98.594.760.65.00 Capital - Consruction projects	-	1,785,951	881,000	235,000	576,000	511,000
Total Other	-	1,795,981	881,000	235,000	954,000	511,000
Total Supplies, Services and Other	\$ 411,298	\$ 2,232,345	\$ 1,070,629	\$ 292,000	\$ 1,139,000	\$ 581,000



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DEPARTMENT:**FUND:** Urban Renewal**RESPONSIBLE MANAGER:** Bob Giberson**FUND NUMBER:** 302**POSITION:** Director**Description:**

The Urban Renewal fund has been established to provide future funding needs to encourage redevelopment in specific areas throughout the City.

2015-2016 Accomplishments

Sold property to the King County Library System for the new Tukwila library.

Sold parcels C and E to Tukwila Village developer and construction began.

Executed site use agreement with Tukwila Village developer.

Completed purchase of four motels and smoke shop for the TIB redevelopment project.

2017-2018 Outcome Goals

Complete Tukwila Village.

Determine future use for the TIB redevelopment site (motels).

Determine future use for the former Newporter Motel property.

2017-2018 Indicators of Success

Complete construction of phase I and II of Tukwila Village.

Council decision on development of the redevelopment project.

Council decision on development of the Newporter Motel site.

Revenue and Expenditure Summary

<i>Urban Renewal</i>								
	2014 Actual	2015 Actual	2016 Projected	2016 Budget	2017 Budget	2018 Budget	2016-17 % Change	2017-18 % Change
Operating Revenue								
Miscellaneous Revenue								
Investment Earnings	\$ 1,216	\$ 868	\$ 5,198	\$ 3,602	\$ 3,600	\$ 3,600	-0.06%	0.00%
Total Miscellaneous Revenue	1,216	868	5,198	3,602	3,600	3,600	-0.06%	0.00%
Total Operating Revenue	1,216	868	5,198	3,602	3,600	3,600	-0.06%	0.00%
Capital Project Revenue								
Sale of Tukwila Village/KC Library	-	500,000	-	-	-	-	0.00%	0.00%
Sale of Tukwila Village/Phase 1	-	-	-	4,325,000	2,230,000	-	-48.44%	0.00%
Sale of Tukwila Village/Phase 2	-	-	-	-	1,003,000	-	0.00%	0.00%
Sale of Tukwila Village/Phase 3	-	-	-	-	-	1,286,000	0.00%	0.00%
Sale of Longacres	-	-	-	1,600,000	-	-	0.00%	0.00%
Sale of Gregor House	-	-	-	-	250,000	-	0.00%	0.00%
Sale of Newporter	-	-	-	-	-	775,000	0.00%	0.00%
Sale of Motels	-	-	-	-	-	2,250,000	0.00%	0.00%
Gain/Loss on Invest of Cap. Asset	-	-	-	-	-	-	0.00%	0.00%
Interfund Loan	1,900,000	-	-	-	-	-	0.00%	0.00%
Bond/Line of Credit	3,850,000	2,250,000	-	-	-	-	0.00%	0.00%
Total Capital Project Revenue	5,750,000	2,750,000	-	5,925,000	3,483,000	4,311,000	-41.22%	23.77%
Transfers In	-	-	-	-	-	-	0.00%	0.00%
Total Revenue	5,751,216	2,750,868	5,198	5,928,602	3,486,600	4,314,600	-41.19%	23.75%
Capital Projects								
Tukwila Village	15,571	14,538	25,907	75,000	35,000	11,000	-53.33%	-68.57%
City Facilities	138,024	14,534	117,295	2,250,000	-	-	0.00%	0.00%
TIB Redevelopment	3,663,770	1,968,703	680,835	15,000	25,000	25,000	66.67%	0.00%
Total Capital Projects	3,817,365	1,997,775	824,037	2,340,000	60,000	36,000	-97.44%	-40.00%
Interfund Load Repayment	1,900,000	-	-	-	-	-	0.00%	0.00%
Transfer to General Fund	1,000,000	500,000	-	2,075,000	1,800,000	6,050,000	-13.25%	236.11%
Total Expenses	6,717,365	2,497,775	824,037	4,415,000	1,860,000	6,086,000	-57.87%	227.20%
Beginning Fund Balance	1,902,602	936,453	1,189,546	1,873,602	370,706	1,997,306	-80.21%	438.78%
Change in Fund Balance	(966,149)	253,093	(818,839)	1,513,602	1,626,600	(1,771,400)	7.47%	-208.90%
Ending Fund Balance	\$ 936,453	\$ 1,189,546	\$ 370,706	\$ 3,387,204	\$ 1,997,306	\$ 225,906	-41.03%	-88.69%

Expenditure Detail – Supplies, Services and Other

Services include costs associated with the Public Safety Plan, consulting, and engineering. Capital includes the purchase of property and costs associated with urban renewal projects.

<i>Urban Renewal</i>						
Account Number	2014 Actual	2015 Actual	2016 Projected	2016 Budget	2017 Budget	2018 Budget
302.98.518.200.31.00 Supplies - Office & Operating	\$ 2,833	\$ 436	\$ -	\$ -	\$ -	\$ -
302.98.518.200.31.01 Supplies - Office & Operating	170	-	-	-	-	-
302.98.559.300.31.00 Supplies - Office & Operating	-	3,925	-	-	-	-
302.98.594.180.31.00 Supplies - Office & Operating	-	-	118	-	-	-
Total Supplies	3,003	4,361	118	-	-	-
302.98.518.200.41.00 Prof Svcs - Feasibility study	155,689	116,249	-	-	-	-
302.98.518.200.43.00 Travel - Mileage, parking	11	-	-	-	-	-
302.98.518.200.44.00 Advertising - Bid ads	20	-	-	-	-	-
302.98.518.200.45.00 Rental - Services	10,832	-	-	-	-	-
302.98.518.200.47.00 Public Utilities - Tukwila Village	11,274	-	-	-	-	-
302.98.518.200.48.00 R&M - Tukwila Village	1,533	-	-	-	-	-
302.98.518.200.49.00 Misc - Tukwila Village	985	3,222	(250)	-	-	-
302.98.559.300.41.00 Prof Svcs - Consulting, engineering	-	200,621	-	-	-	-
302.98.559.300.44.00 Advertising - Bid ads	-	681	-	-	-	-
302.98.559.300.45.00 Rental - TIB redevelopment	-	7,583	-	-	-	-
302.98.559.300.47.00 Public Utilities - TIB redevelopment	-	2,155	-	-	-	-
302.98.559.300.47.21 Public Utilities - TIB redevelopment	-	3,437	-	-	-	-
302.98.559.300.47.22 Public Utilities - TIB redevelopment	-	436	-	-	-	-
302.98.559.300.47.25 Public Utilities - TIB redevelopment	-	6,471	-	-	-	-
302.98.559.300.47.26 Public Utilities - TIB redevelopment	-	9,230	-	-	-	-
302.98.559.300.47.28 Public Utilities - TIB redevelopment	-	145	-	-	-	-
302.98.559.300.49.00 Misc - TIB redevelopment	-	4,890	-	-	-	-
302.98.594.180.41.00 Prof Svcs - Consulting, engineering	-	-	246,813	5,000	25,000	25,000
302.98.594.180.45.00 Rental - Rental of equipment	-	-	1,530	-	-	-
302.98.594.180.47.00 Public Utilities - Motels	-	-	69	8,500	-	-
302.98.594.180.47.21 Electricity - Motels	-	-	105	-	-	-
302.98.594.180.48.00 R&M - Motels	-	-	-	1,500	-	-
302.98.594.180.49.00 Misc - Recording fees	-	-	692	-	-	-
302.98.594.190.47.22 Utilities - Gas	-	-	177	-	-	-
302.98.594.190.47.25 Utilities - Water/sewer	-	-	545	-	-	-
302.98.594.190.47.26 Utilities - Surface water	-	-	6,067	-	-	-
Total Services	180,344	355,121	255,748	15,000	25,000	25,000
302.98.594.180.61.00 Capital - Land	1,369,500	-	-	-	35,000	11,000
302.98.594.590.61.00 Capital - Land	-	620,500	-	-	-	-
302.98.594.180.62.00 Capital - Buildings & Structures	2,200,500	-	-	-	-	-
302.00.594.180.62.00 Capital - Buildings & Structures	-	-	-	75,000	-	-
302.98.594.190.65.00 Capital - Construction projects	-	-	491,789	-	-	-
302.98.594.590.62.00 Capital - Buildings & Structures	-	1,011,298	-	-	-	-
Total Other	3,570,000	1,631,798	491,789	75,000	35,000	11,000
Total Supplies, Services and Other	\$ 3,753,347	\$ 1,991,280	\$ 747,655	\$ 90,000	\$ 60,000	\$ 36,000



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DEPARTMENT: N/A**FUND:** General Government Improvement**RESPONSIBLE MANAGER:** Bob Giberson**FUND NUMBER:** 303**POSITION:** Director**Description:**

The General Government Improvement 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.

2015-2016 Accomplishments

- ◆ Remodeled Fire Station #51 Emergency Operations.
- ◆ Installed as-built drawers and carpet at PW Engineering.
- ◆ Installed fire engine exhaust ducting at Fire Station #51 and Fire Station #54.
- ◆ Replaced water service line at 6300 building.

2017-2018 Outcome Goals

- ◆ Improve conditions of existing facilities.

Revenue and Expenditure Summary

General Government Improvements								
	2014 Actual	2015 Actual	2016 Projected	2016 Budget	2017 Budget	2018 Budget	2016-17 % Change	2017-18 % Change
Operating Revenue								
Miscellaneous Revenue								
Investment Earnings	\$ 421	\$ 502	\$ 834	\$ 500	\$ 500	\$ 500	0.00%	0.00%
Total Miscellaneous Revenue	421	502	834	500	500	500	0.00%	0.00%
Total Operating Revenue	421	502	834	500	500	500	0.00%	0.00%
Transfers In	200,000	200,000	200,000	200,000	200,000	200,000	0.00%	0.00%
Total Revenue	200,421	200,502	200,834	200,500	200,500	200,500	0.00%	0.00%
Operating Expenses								
Salaries & Wages	32,957	47,753	18,298	101,487	105,085	107,187	3.55%	2.00%
Personnel Benefits	10,986	15,917	6,100	29,153	35,709	37,406	22.49%	4.75%
Total Operating Expenses	43,943	63,670	24,398	130,640	140,794	144,593	7.77%	2.70%
Projects								
City Hall Campus Wayfinding	21,193	-	-	-	-	-	0.00%	0.00%
Fire Marshall Office Remodel	114,795	52,666	-	-	-	-	0.00%	0.00%
6300 Conf. Room #5 Remodel	16,745	-	-	-	-	-	0.00%	0.00%
6300 Police Recarpet	33,077	44	-	-	-	-	0.00%	0.00%
PW As-Built Drawers	-	21,467	178	-	-	-	0.00%	0.00%
Fire Station #51 Exhaust Ducting	-	39,361	-	-	-	-	0.00%	0.00%
Council Chambers Amplifiers	-	21,058	-	-	-	-	0.00%	0.00%
Fire Station #51 EOC Remodel	-	5,342	3,902	-	-	-	0.00%	0.00%
Police Vehicle Evidence Storage	-	-	39,566	-	-	-	0.00%	0.00%
6300 Water Service Replace.	-	-	45,375	-	-	-	0.00%	0.00%
City Hall Siding/Roof Repairs	-	-	30,000	-	-	-	0.00%	0.00%
TCC Siding/Roof Repairs	-	-	80,000	-	-	-	0.00%	0.00%
City Hall Card Access/ADA	-	-	10,000	-	-	-	0.00%	0.00%
TCC Concrete Repairs	-	-	25,000	-	-	-	0.00%	0.00%
Misc projects	8,289	13,995	5,100	200,000	150,000	150,000	-25.00%	0.00%
Total Projects	194,099	153,933	239,121	200,000	150,000	150,000	-25.00%	0.00%
Total Expenses	238,042	217,603	263,519	330,640	290,794	294,593	-12.05%	1.31%
Beginning Fund Balance	451,755	414,133	397,033	379,950	334,348	244,054	-12.00%	-27.01%
Change in Fund Balance	(37,622)	(17,101)	(62,685)	(130,140)	(90,294)	(94,093)	-30.62%	4.21%
Ending Fund Balance	\$ 414,133	\$ 397,033	\$ 334,348	\$ 249,810	\$ 244,054	\$ 149,962	-2.30%	-38.55%

Expenditure Detail - Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contractual agreements.

General Government Improvements							
Position Description	2016 FTE	2017 FTE	2017 Budgeted		2018 FTE	2018 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Project Manager	1	1	\$ 105,085	\$ 35,709	1	\$ 107,187	\$ 37,406
Department Total	1	1	\$ 105,085	\$ 35,709	1	\$ 107,187	\$ 37,406

Expenditure Detail – Supplies, Services and Other

All budgeted expenditures in the 2017-2018 biennium is anticipated to be capital project related.

General Government Improvements						
Account Number	2014 Actual	2015 Actual	2016 Projected	2016 Budget	2017 Budget	2018 Budget
303.98.518.200.31.00 Supplies - Office & Operating	\$ -	\$ 15,455	\$ -	\$ -	\$ -	\$ -
303.98.518.300.31.00 Small Tools - Repair related	9,394	-	-	-	-	-
303.98.522.100.31.00 Supplies - Office & Operating	-	357	-	-	-	-
303.98.594.110.31.00 Supplies - Office & Operating	-	25	-	-	-	-
303.98.594.110.35.00 Supplies - Office & Operating	-	20,925	-	-	-	-
303.98.594.180.31.00 Supplies - Office & Operating	-	-	249	-	-	-
303.98.594.210.31.00 Supplies - Office & Operating	32	163	-	-	-	-
303.98.594.240.31.00 Small Tools - Capital project related	16,327	2,222	-	-	-	-
Total Supplies	25,753	39,148	249	-	-	-
303.98.518.200.41.00 Prof Svcs - Consulting, etc	16,839	2,499	-	-	-	-
303.98.518.200.48.00 R&M - PW drawer project	-	3,513	-	-	-	-
303.98.518.300.41.00 Prof Svcs - Consulting, etc	22,201	1,750	-	-	-	-
303.98.518.300.48.00 R&M - Duwamish room modifications	1,874	-	-	-	-	-
303.98.522.100.48.00 R&M - EOC room modifications	-	4,503	-	-	-	-
303.98.594.180.41.00 Prof Svcs - General services	-	-	17,000	20,000	20,000	20,000
303.98.594.180.48.00 R&M - Repair to various City facilities	-	-	43,467	-	-	-
303.98.594.210.41.00 Prof Svcs - Police storage costs	-	240	-	-	-	-
303.98.594.240.41.00 Prof Svcs - Fire Marshall's office	-	3,438	-	-	-	-
303.98.594.240.48.00 R&M - Fire Marshall's office	-	240	-	-	-	-
Total Services	40,914	16,183	60,467	20,000	20,000	20,000
303.97.594.180.64.00 Capital - Howard Hanson Dam	(19,022)	-	-	-	-	-
303.98.521.500.65.00 Capital - Police carpet	8,596	-	-	-	-	-
303.98.594.180.65.00 Capital - Various minor construction	-	-	144,611	180,000	130,000	130,000
303.98.594.210.65.00 Capital - Police carpet	23,086	6,461	-	-	-	-
303.98.594.220.65.00 Capital - Fire Station exhaust system	-	39,125	-	-	-	-
303.98.594.240.65.00 Capital - Fire Marshall's office	84,284	43,373	-	-	-	-
303.98.594.240.65.00	96,943	88,960	144,611	180,000	130,000	130,000
Total Supplies, Services and Other	\$ 163,610	\$ 144,291	\$ 205,328	\$ 200,000	\$ 150,000	\$ 150,000



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DEPARTMENT: N/A**FUND:** Fire Improvement**RESPONSIBLE MANAGER:** Jay Wittwer**FUND NUMBER:** 304**POSITION:** Fire Chief**Description:**

The program provides fire department capital improvements and apparatus through Fire Impact Fees at a 90% / 10% split.

Impact fees are transferred to Public Safety fund to pay for improvements specific to the fire department.

Revenue and Expenditure Summary

<i>Fire Improvement Fund</i>								
	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	%Change	%Change
Operating Revenue								
<i>Miscellaneous Revenue</i>								
Investment Earnings	\$ 416	\$ 528	\$ 643	\$ 100	\$ 100	\$ 100	0.00%	0.00%
<i>Total Miscellaneous Revenue</i>	416	528	643	100	100	100	0.00%	0.00%
Capital Project Revenue								
Fire Impact Fees	66,862	46,406	93,554	50,000	32,000	50,000	-36.00%	56.25%
<i>Total Revenue</i>	67,278	46,934	94,197	50,100	32,100	50,100	-35.93%	56.07%
<i>Total Expenditures</i>	-	-	-	-	-	-	0.00%	0.00%
Beginning Fund Balance	437,222	504,500	551,434	500,100	645,631	677,731	29.10%	4.97%
Change in Fund Balance	67,278	46,934	94,197	50,100	32,100	50,100	-35.93%	56.07%
Ending Fund Balance	\$ 504,500	\$ 551,434	\$ 645,631	\$ 550,200	\$ 677,731	\$ 727,831	23.18%	7.39%



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DEPARTMENT: N/A**FUND:** Public Safety Plan Fund**RESPONSIBLE MANAGER:** Bob Giberson**FUND NUMBER:** 305**POSITION:** Director**Description:**

The Public Safety Plan fund is used to construct a new Justice Center, which will house the Police department and Court and reconstruct fire stations. Projects in this fund are paid for with voter-approved debt.

Revenue and Expenditure Summary

<i>Public Safety Plan</i>								
	2014 Actual	2015 Actual	2016 Projected	2016 Budget	2017 Budget	2018 Budget	2016-17 % Change	2017-18 % Change
Tukwila South Mitigation Bond Proceeds	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ 300,000	0.00%	-40.00%
	-	-	-	-	23,343,000	-	0.00%	0.00%
Total Revenue	-	-	-	-	23,843,000	300,000	0.00%	-98.74%
Expenditures								
Justice Center	-	-	-	-	6,300,000	2,157,000	0.00%	-65.76%
Fire Station 51	-	-	-	-	6,150,000	5,296,000	0.00%	-13.89%
Fire Station 52	-	-	-	-	653,000	672,000	0.00%	2.91%
Fire Equipment	-	-	-	-	624,000	24,000	0.00%	-96.15%
Total Capital Projects	-	-	-	-	13,727,000	8,149,000	0.00%	-40.64%
Transfer for Fire Apparatus	-	-	-	-	460,000	1,450,000	0.00%	215.22%
Total Expenditures	-	-	-	-	14,187,000	9,599,000	0.00%	-32.34%
Beginning Fund Balance	-	-	-	-	-	9,656,000	0.00%	0.00%
Change in Fund Balance	-	-	-	-	9,656,000	(9,299,000)	0.00%	-196.30%
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ 9,656,000	\$ 357,000	0.00%	-96.30%

Expenditure Detail –Services and Capital

Services include consulting and design. Capital includes land acquisition and construction. Project costs are related to Public Safety Plan.

<i>Public Safety Plan</i>						
Account Number	2014 Actual	2015 Actual	2016 Projected	2016 Budget	2017 Budget	2018 Budget
305.98.594.180.41.00 Prof Svcs - Design for Justice Center	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ 2,157,000
305.98.594.220.41.00 Prof Svcs - Design for Fire Stations	-	-	-	-	2,288,000	1,314,000
Total Services	-	-	-	-	2,588,000	3,471,000
305.98.594.180.61.00 Capital - Land for Justice Center	-	-	-	-	6,000,000	-
305.98.594.220.61.00 Capital - Land Fire Station	-	-	-	-	653,000	-
305.00.594.220.64.00 Capital - Fire equipment	-	-	-	-	624,000	24,000
305.98.594.220.65.00 Capital - Construction of Justice Center	-	-	-	-	3,862,000	4,654,000
Total Other	-	-	-	-	11,139,000	4,678,000
Total Supplies, Services and Other	\$ -	\$ -	\$ -	\$ -	\$ 13,727,000	\$ 8,149,000

DEPARTMENT: N/A**FUND:** City Facilities Fund**RESPONSIBLE MANAGER:** Bob Giberson**FUND NUMBER:** 306**POSITION:** Director**Description:**

The City Facilities fund is used for new construction or major reconstruction of city facilities.

Revenue and Expenditure Summary

<i>City Facilities</i>								
	2014 Actual	2015 Actual	2016 Projected	2016 Budget	2017 Budget	2018 Budget	2016-17 % Change	2017-18 % Change
Revenue								
Bond Proceeds	\$ -	\$ -	\$ -	\$ -	\$ 6,150,000	\$ 23,343,000	0.00%	279.56%
Total Revenue	-	-	-	-	6,150,000	23,343,000	0.00%	279.56%
Expenditures								
Capital Projects								
Public Works Shops	-	-	-	-	6,150,000	2,302,000	0.00%	-62.57%
Total Capital Projects	-	-	-	-	6,150,000	2,302,000	0.00%	-62.57%
Total Expenditures	-	-	-	-	6,150,000	2,302,000	0.00%	-62.57%
Beginning Fund Balance	-	-	-	-	-	-	0.00%	0.00%
Change in Fund Balance	-	-	-	-	-	21,041,000	0.00%	0.00%
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,041,000	0.00%	0.00%

Expenditure Detail –Services and Capital

Services include consulting and design. Capital includes land acquisition and construction. Project costs are related to City Facilities.

<i>City Facilities</i>						
Account Number	2014 Actual	2015 Actual	2016 Projected	2016 Budget	2017 Budget	2018 Budget
306.98.594.180.41.00 Prof Svcs - Design for PW Shops	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ 2,302,000
Total Services	-	-	-	-	150,000	2,302,000
306.98.594.180.61.00 Capital - Land PW Shops	-	-	-	-	6,000,000	-
Total Other	-	-	-	-	6,000,000	-
Total Supplies, Services and Other	\$ -	\$ -	\$ -	\$ -	\$ 6,150,000	\$ 2,302,000

ENTERPRISE FUNDS

Enterprise funds account for activities that are business-like whereby a majority of the funding comes from user fees and charges for services. The City has four enterprise funds – three utility funds and the golf course fund.

- 1. *Water Fund*** - The Water Fund serves approximately 60% of the property owners in the City, with 2,171 accounts, with Water District 125, Highline Water District and a few other districts serving the remainder. All structures providing shelter or facilities where people live or work are required to have water service. Water customers are charged for water services based on consumption plus a base fee. Meters are read and customers are billed monthly.
- 2. *Sewer*** – The Sewer Fund serves approximately 60% of the property owners in the City, with 1,787 accounts, and Valley View Sewer District serving the remainder. All new properties within the City's sewer fund boundaries are required to hook up to the City's sewer system. Certain residences in the Allentown and Foster Point areas remain on septic systems through a grandfather clause but will be required to use the sewer system upon sale or major renovation of the residences. Residential single family sewer customers are charged a flat monthly fee; commercial and multifamily customers are charged a base fee plus a usage fee based on water consumption. Water consumption that does not flow into the sewer system, such as water used for irrigation or in manufacturing (i.e. Production of beverages) can be separately metered to reduce the sewer charge. Customers are billed monthly for sewer services.
- 3. *Surface Water*** – The Surface Water Fund serves all properties within City boundaries. Fees are assessed to each parcel based on property use (i.e. residential or commercial) and on the permeability of open spaces. The fees are used to build and maintain the storm drain system to control and alleviate flooding, and to comply with state and federally mandated clean water and environmental legislation.
- 4. *Golf Course***-The Foster Golf Links was purchased by the City from the Aliment family in 1978 after a 1976 voter approved measure passed by Tukwila citizens. The course is one of the oldest in the state having been established in 1925. The golf course's adjacency to the Duwamish River adds to the serene and rural feel; its location two blocks from a main interstate, I-5, provides quick and easy access. The clubhouse restaurant, Billy Baroo's, serves as a community meeting place hosting reunions, weddings and other business and social events for people who live, work and visit Tukwila.

Enterprise Fund Financial Summaries

Enterprise Funds 2017						
	Water	Sewer	Surface Water	Total Utility	Golf Course	Total Enterprise
Rate Increase	5%	0%	5%	10%		
Operating Revenue						
<i>Charges for Services</i>						
Utility charges	\$6,859,000	\$8,524,000	\$6,133,000	\$21,516,000	\$ -	\$ 21,516,000
Green Fees, Instruction	-	-	-	-	1,095,650	1,095,650
Sales of Merchandise	-	-	-	-	151,000	151,000
<i>Total Charges for Services</i>	6,859,000	8,524,000	6,133,000	21,516,000	1,246,650	22,762,650
Intergovernmental	-	-	170,000	170,000	-	170,000
<i>Miscellaneous Revenue</i>						
Connection Fees	25,000	125,000	-	150,000	-	150,000
Rents and Concessions	-	-	-	-	306,000	306,000
Investment Earnings	21,000	25,000	24,000	70,000	1,000	71,000
Other Misc Revenue	-	-	-	-	10,900	10,900
<i>Total Miscellaneous Revenue</i>	46,000	150,000	24,000	220,000	317,900	537,900
Total Operating Revenue	6,905,000	8,674,000	6,327,000	21,906,000	1,564,550	23,470,550
Non-operating revenue						
Public Works Trust Fund Loan	-	-	-	-	-	-
Intergovernmental - grants	-	-	1,086,000	1,086,000	-	1,086,000
Transfer in from General Fund	-	-	-	-	300,000	300,000
Total Non-operating Revenue	-	-	1,086,000	1,086,000	300,000	1,386,000
<i>Total Revenue</i>	6,905,000	8,674,000	7,413,000	22,992,000	1,864,550	24,856,550
Operating Expenses						
Salaries & Wages	600,968	359,783	1,024,855	1,985,606	717,061	2,702,667
Personnel Benefits	257,824	154,647	468,607	881,078	306,120	1,187,198
Supplies	2,765,300	4,224,100	46,500	7,035,900	203,415	7,239,315
Services	290,230	258,127	530,072	1,078,429	327,054	1,405,483
Intergovt Services & Taxes	968,000	990,000	668,000	2,626,000	66,400	2,692,400
Total Operating Expenses	4,882,322	5,986,656	2,738,034	13,607,013	1,620,050	15,227,063
Capital Expenses						
Capital Project Expenses	3,195,000	3,349,500	4,573,500	11,118,000	50,000	11,168,000
Principal	132,334	322,271	288,148	742,753	-	742,753
Interest	15,881	36,794	15,659	68,334	-	68,334
Total Capital Expenses	3,343,215	3,708,565	4,877,307	11,929,087	50,000	11,979,087
Indirect cost allocation	616,053	469,302	518,528	1,603,883	180,899	1,784,782
<i>Total Expenses</i>	8,841,590	10,164,523	8,133,869	27,139,983	1,850,949	28,990,932
Change in Fund Balance	(1,936,590)	(1,490,523)	(720,869)	(4,147,983)	13,601	(4,134,382)
Beginning Fund Balance	4,178,561	9,009,091	4,273,828	17,461,481	23,174	17,484,655
Ending Fund Balance	\$2,241,971	\$7,518,568	\$3,552,959	\$13,313,498	\$ 36,775	\$ 13,350,273
Reserve Policy: 20% of previous year operating revenue	1,218,600	1,664,800	1,231,400	4,114,800	302,349	

Enterprise Funds 2018						
	Water	Sewer	Surface Water	Total Utility	Golf Course	Total Enterprise
Rate Increase	5%	3.5%	3%	12%		
Operating Revenue						
<i>Charges for Services</i>						
Utility charges	\$ 6,997,000	\$ 8,644,000	\$ 6,306,000	\$ 21,947,000	\$ -	\$ 21,947,000
Green Fees, Instruction	-	-	-	-	1,145,650	1,145,650
Sales of Merchandise	-	-	-	-	151,000	151,000
<i>Total Charges for Services</i>	6,997,000	8,644,000	6,306,000	21,947,000	1,296,650	23,243,650
<i>Miscellaneous Revenue</i>						
Connection Fees	25,000	125,000	-	150,000	-	150,000
Rents and Concessions	-	-	-	-	309,000	309,000
Investment Earnings	21,000	30,000	24,000	75,000	1,000	76,000
Other Misc Revenue	-	-	-	-	10,900	10,900
<i>Total Miscellaneous Revenue</i>	46,000	155,000	24,000	225,000	320,900	545,900
Total Operating Revenue	7,043,000	8,799,000	6,330,000	22,172,000	1,617,550	23,789,550
Non-operating revenue						
Public Works Trust Fund Loan	-	-	-	-	-	-
Intergovernmental - grants	-	-	2,656,000	2,656,000	-	2,656,000
Transfer in from General Fund	-	-	-	-	300,000	300,000
Total Non-operating Revenue	-	-	2,656,000	2,656,000	300,000	2,956,000
<i>Total Revenue</i>	7,043,000	8,799,000	8,986,000	24,828,000	1,917,550	26,745,550
Operating Expenses						
Salaries & Wages	612,767	366,889	1,045,012	2,024,669	729,121	2,753,790
Personnel Benefits	271,885	163,084	494,934	929,903	321,672	1,251,575
Supplies	2,815,300	4,374,100	43,500	7,232,900	203,415	7,436,315
Services	288,436	259,617	549,694	1,097,747	332,042	1,429,790
Intergovt Services & Taxes	982,000	1,002,000	686,000	2,670,000	66,400	2,736,400
Total Operating Expenses	4,970,389	6,165,690	2,819,140	13,955,219	1,652,651	15,607,870
Capital Expenses						
Capital Project Expenses	1,070,000	1,565,000	4,963,000	7,598,000	50,000	7,648,000
Principal	133,992	326,225	288,913	749,130	-	749,130
Interest	14,499	33,549	13,903	61,951	-	61,951
Total Capital Expenses	1,218,491	1,924,774	5,265,816	8,409,081	50,000	8,459,081
Indirect cost allocation	709,554	527,888	644,519	1,881,961	184,517	2,066,478
<i>Total Expenses</i>	6,898,434	8,618,352	8,729,475	24,246,261	1,887,168	26,133,429
Change in Fund Balance	144,566	180,648	256,525	581,739	30,382	612,121
Beginning Fund Balance	2,241,971	7,518,568	3,552,959	13,313,498	36,775	13,350,273
Ending Fund Balance	\$ 2,386,537	\$ 7,699,216	\$ 3,809,484	\$ 13,895,237	\$ 67,157	\$ 13,962,394
Reserve Policy: 20% of previous year operating revenue	1,381,000	1,734,800	1,231,400	4,347,200	312,910	



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DEPARTMENT: Public Works**FUND:** Water**RESPONSIBLE MANAGER:** Bob Giberson**FUND NUMBER:** 401**POSITION:** Director**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 697 million gallons of water through 41 miles of water mains through approximately 2,100 meters. The Water Utility maintains relationships with adjoining jurisdictions, cities, water districts, sewer districts, and the Washington State Department of Health. Additional service is provided with reclaimed water along the Interurban Avenue South Corridor.

2015-2016 Accomplishments

- ◆ Began development of the GIS as-builts of city water infrastructure.
- ◆ Continued monitoring water use efficiency efforts and provided an annual report.
- ◆ Achieved 10% water savings to meet Water Efficiency Goals established by the Municipal Water Law.

2017-2018 Outcome Goals

- ◆ Improve water use efficiency. **Strategic Goal 1. Utility Comp Plan Goal 12.1**
- ◆ Improve water system reliability. **Strategic Goal 1. Utility Comp Plan Goal 12.1**
- ◆ Increase water system capacity. **Strategic Goal 1. Utility Comp Plan Goal 12.1**

2017-2018 Indicators of Success

- ◆ Complete construction of Andover Park E Water Main Replacement.
- ◆ Complete construction of Macadam Rd S Water Upgrade.
- ◆ Complete construction of 58th Ave S Water Main Replacement.
- ◆ Complete construction of 53rd Ave S.
- ◆ Finish design and begin construction of Martin Luther King Jr Water Main.
- ◆ Continued development of the GIS as-builts of city water infrastructure.

Performance Measures

	2014 Actual	2015 Actual	2016 Estimated	2017 Projected	2018 Projected
Ensure a safe supply of drinking water					
Number of backflow prevention assemblies (BPA) certified	1,480	1,490	1,500	1,665	1,685
Number of water system samples tested	25	20	25	47	50
Number of zones where mains are flushed	150	147	150	129	135
Bi-monthly tests for coliform & chlorine residual levels	18	18	18	25	25
Number of fire hydrants tested	576	580	585	570	575
Capital					
Number of water meters 2 inches and larger tested for accuracy	100	125	145	90	100
Number of new water meters installed within 48 hours of hook-up request	10	10	10	13	15
Customers					
Number of water customers	2,126	2,145	2,145	2,150	2,349
Total Gallons of Water Purchased (in thousands)	684,337	697,147	712,000	775,000	776,000
Number of total water system miles	43.00	42.00	43.00	44.00	44.00
Number of fire hydrants	590	591	595	595	600
Number of shut-off notices	435	387	380	375	370
Number of actual shut-offs for non-payment	75	45	40	40	40

Revenue and Expense Summary

Water								
	2014 Actual	2015 Actual	2016 Projected	2016 Budget	2017 Budget	2018 Budget	2015-2016 % Change	2017-2018 % Change
Operating Revenue								
Charges for Services								
Water Sales	\$ 5,970,578	\$ 6,483,866	\$ 6,240,487	\$ 6,049,000	\$ 6,858,000	\$ 6,996,000	13.37%	2.01%
Inspection Fees	225	165	408	1,000	1,000	1,000	0.00%	0.00%
Total Charges for Services	5,970,803	6,484,031	6,240,895	6,050,000	6,859,000	6,997,000	13.37%	2.01%
Intergovernmental Revenue	61,119	(0)	-	-	-	-	0.00%	0.00%
Transfers In Hydrant Rental	-	-	-	-	-	-	0.00%	0.00%
Miscellaneous Revenue								
Investment Earnings	25,055	24,040	25,726	17,700	21,000	21,000	18.64%	0.00%
Sale of Capital Assets	(4,435)	-	-	-	-	-	0.00%	0.00%
Other Misc Revenue	6,158	465	259	300	-	-	0.00%	0.00%
Total Miscellaneous Revenue	26,778	24,505	25,985	18,000	21,000	21,000	16.67%	0.00%
Total Operating Revenue	6,058,700	6,508,536	6,266,880	6,068,000	6,880,000	7,018,000	13.38%	2.01%
Capital Project Revenue								
State Grant	-	1,102,266	-	-	-	-		
Federal Grant	-	2,957	-	-	-	-		
Capital contributions	61,620	108,387	44,849	25,000	25,000	25,000	0.00%	0.00%
Public Works Trust Fund Loan	-	-	-	-	-	-	0.00%	0.00%
Total Capital Project Revenue	61,620	1,213,611	44,849	25,000	25,000	25,000	0.00%	0.00%
Total Revenue	6,120,321	7,722,147	6,311,728	6,093,000	6,905,000	7,043,000	13.33%	2.00%
Operating Expenses								
Salaries & Wages	569,802	566,186	580,573	611,059	600,968	612,767	-1.65%	1.96%
Personnel Benefits	218,482	224,979	228,639	261,137	257,824	271,885	-1.27%	5.45%
Supplies	2,577,809	2,650,748	2,609,995	2,552,339	2,765,300	2,815,300	8.34%	1.81%
Services	301,765	226,192	311,811	277,727	290,230	288,436	4.50%	-0.62%
Intergov't Services & Taxes	868,091	933,085	896,712	854,900	968,000	982,000	13.23%	1.45%
Total Operating Expenses	4,535,950	4,601,190	4,627,729	4,557,162	4,882,322	4,970,389	7.14%	1.80%
Capital Expenses								
Salaries & Wages	12,391	9,025	(13,521)	-	-	-	0.00%	0.00%
Personnel Benefits	4,366	3,450	(5,438)	-	-	-	0.00%	0.00%
Supplies	49	106	63	-	-	-	0.00%	0.00%
Services	133,563	143,516	370,736	415,000	622,000	317,000	49.88%	-49.04%
Capital Outlay	856,757	1,182,755	2,399,317	2,528,000	2,573,000	753,000	1.78%	-70.73%
Principal	486,480	507,780	134,081	134,081	132,334	133,992	-1.30%	1.25%
Interest	75,257	37,683	50,003	60,732	15,881	14,499	-73.85%	-8.70%
Total Capital Expenses	1,568,864	1,884,315	2,935,240	3,137,813	3,343,215	1,218,491	6.55%	-63.55%
Transfers Out for Debt Service	-	-	-	-	-	81,180		
Indirect cost allocation	523,876	592,248	603,974	603,974	616,053	628,374	2.00%	2.00%
Total Transfers	523,876	592,248	603,974	603,974	616,053	709,554	2.00%	15.18%
Total Expenses	6,628,690	7,077,752	8,166,943	8,298,949	8,841,590	6,898,434		
Change in Fund Balance	(508,369)	644,394	(1,855,215)	(2,205,949)	(1,936,590)	144,566	-12.21%	-107.46%
Net working capital (Fund Balance)	\$ 6,033,776	\$ 6,153,761	\$ 4,178,561	\$ 3,947,812	\$ 2,011,221	\$ 2,155,788	-49.05%	7.19%
Reconciliation to Financial Statements								
Net working capital (Fund Balance)	5,776,851	6,153,761	4,178,561	3,947,812	2,011,221	2,155,788	-49.05%	7.19%
Net Investment in Capital Assets	11,518,390	12,941,256	15,283,186	15,485,759	18,119,008	18,506,808	17.00%	2.14%
Restricted for Debt Service	266,713	-	-	-	-	-	0.00%	0.00%
Total Net Position	\$17,561,954	\$19,095,017	\$19,461,747	\$19,433,571	\$20,130,229	\$20,662,595	3.58%	2.64%
Depreciation (reduction in capital assets)	533,999	528,077	593,309.95	593,310	709,966	830,691	19.66%	17.00%
Non-Cash Accounting Adjustments								
Operating Prior Period Adjustment	250,180	524,409	-	-	-	-	0.00%	0.00%
Revenue Bond Refunding	-	(162,403)	-	-	-	-	0.00%	0.00%
GASB 68 Pension Adjustment	-	(24,573)	-	-	-	-	0.00%	0.00%

Capital Projects

The capital projects listed below are capital projects planned for the 2017-2018 biennium. The year in which the project is estimated to be completed has been provided. Additional information on the projects may be found in the Capital Improvement Program section of the budget document.

Capital Projects	2017 Budget	2018 Budget	Anticipated Completion
Macadam Rd S Water Upgrade	\$ 1,300,000	\$ -	2017
APE Water Main Replacement	785,000	-	2017
53rd Ave S Water Main Replacement	572,000	552,000	2018
58th Ave S Water Main Replacement	326,000	-	2017
Martin Luther King Jr W S Water Main	70,000	313,000	2019
GIS Inventory of Water System	67,000	100,000	N/A
Interurban Water Reuse	-	25,000	N/A
Water Reservoir 1.5 million Gallon Cap	50,000	-	2021
Minkler Blvd Water Main Replacement	-	60,000	2019
S 52nd Place Waterline Replacement	-	20,000	2022
Total Capital Projects	\$ 3,170,000	\$ 1,070,000	

Debt Service Requirements

The following chart provides information on debt service requirements, by debt issue, for the biennium.

Debt Service	Project	2017 Budget	2018 Budget
2015 Revenue Bonds	Allentown Phase II		
Principal		37,253	38,911
Interest		9,720	8,849
2015 Revenue Bonds Total Debt Service		46,974	47,760
PWTFL 2001	Duwamish/Valley View		
Principal		14,454	14,454
Interest		361	289
PWTFL 2001 Total Debt Service		14,816	14,743
PWTFL 2004	Allentown Phase II		
Principal		80,625	80,625
Interest		3,225	2,822
PWTFL 2004 Total Debt Service		83,851	83,447
Total Principal		132,333	133,991
Total Interest		13,307	11,960
Total Debt Service		\$ 145,640	\$ 145,951

included in the Revenue and Expense Summary statement.

Expenditure Detail - Salaries and Benefits

Salaries for budgeted positions are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

<i>Public Works - Water</i>							
Postion Description	2016 FTE	2017 FTE	2017 Budget		2018 FTE	2018 Budget	
			Salaries	Benefits		Salaries	Benefits
Maint & Ops Superintendent	1	1	\$ 99,998	\$ 37,957	1	\$ 101,998	\$ 39,894
Maint & Ops Foreman	1	1	77,243	26,112	1	78,788	27,384
Maint & Ops Specialist	4	4	276,964	133,829	4	282,504	141,536
Water Quality Specialist	1	1	76,425	34,256	1	77,954	36,169
Senior Engineer	0.5	0.5	59,337	23,499	0.5	60,524	24,731
Extra Labor			4,000	459		4,000	459
Overtime			7,000	439		7,000	439
Clothing Allowance				1,330			1,330
Department Total	7.5	7.5	\$ 600,968	\$ 257,881	7.5	\$ 612,767	\$ 271,942

Expenditure Detail – Supplies, Services and Other

Supplies include miscellaneous operating supplies for the water utility and purchased water. Services including engineering and surveying, repair and replacement charges, insurance, utilities, registrations, and credit card fees, among others. Intergovernmental includes excise tax and interfund utility tax.

Water - Administration						
Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
401.01.534.800.31.00 Supplies -Office & Operating	\$ -	\$ 34	\$ 241	\$ -	\$ 500	\$ 500
401.01.534.800.31.01 Supplies -Office & Safety	2,115	2,519	4,401	2,500	2,000	2,000
401.01.534.800.31.02 Supplies -Operating	26,734	20,866	18,673	26,028	26,000	26,000
401.01.534.800.31.03 Supplies -Repairs & Maintenance	68,031	67,528	51,855	58,500	58,500	58,500
401.01.534.800.31.04 Supplies -Billing	2,106	1,386	1,814	2,311	2,300	2,300
401.01.534.800.31.05 Supplies -Large Meters	19,584	43,107	40,175	42,000	55,000	55,000
401.01.534.800.33.01 Supplies -Purchased Water	2,448,940	2,479,973	2,474,807	2,400,000	2,600,000	2,650,000
401.01.534.800.33.04 Supplies -Reclaimed Water	4,003	4,838	9,309	10,000	10,000	10,000
401.01.534.800.35.00 Small Tools & Minor Equip -Tools	6,297	30,498	7,719	8,500	8,500	8,500
401.01.534.800.35.01 Small Tools & Minor Equip -Traffic control	-	-	1,000	2,500	2,500	2,500
Total Supplies	2,577,809	2,650,748	2,609,995	2,552,339	2,765,300	2,815,300
401.01.534.800.41.00 Prof Svcs - Engineering services, water analysis, and computer programming	3,063	1,403	6,409	8,000	8,000	8,000
401.01.534.801.41.00 Prof Svcs -Project costs	93,841	6,721	-	-	-	-
401.01.534.800.41.01 Prof Svcs -Utility one call services for utility line locates	476	436	376	400	500	500
401.01.534.800.41.02 Prof Svcs -CDL licenses, hearing tests	376	530	971	1,000	1,000	1,000
401.01.534.800.42.00 Communication -Phone bills and Nextels	-	172	2,735	2,500	2,500	2,500
401.01.534.800.43.00 Travel -Mileage, meals (for overtime), parking	1,278	1,704	692	1,500	1,500	1,500
401.01.534.800.45.00 Rental -Tapping machines, test pumps and other emergency equipment	1,706	1,396	2,943	1,500	1,500	1,500
401.01.534.800.45.94 Rental -Equip Replacement Fund	65,508	77,564	109,690	97,671	109,461	109,461
401.01.534.800.45.95 Rental -Equipment Rental O & M	45,181	47,431	84,309	73,855	72,420	73,868
401.01.534.800.46.00 Insurance -WCIA Liability	22,754	-	-	26,901	-	-
401.01.534.800.46.01 Insurance -WCIA Liability	-	-	26,901	-	14,853	16,338
401.01.534.800.46.04 Insurance -	-	25,620	-	-	-	-
401.01.534.800.47.00 Public Utility -Gas, electricity, water, and sewer for water facilities	18,241	-	19,400	19,400	13,400	13,400
401.01.534.800.47.01 Public Utility - Disposal of spoils and asphalt from excavations	282	521	701	5,000	5,000	5,000
401.01.534.800.47.21 Public Utility -Electricity	-	16,945	7,482	-	5,000	5,000
401.01.534.800.47.25 Public Utility -Water and Sewer	-	1,675	400	-	1,000	1,000
401.01.534.800.48.00 R&M - Repairs to reservoir, PRV, water facilities and components	10,552	13,050	11,833	3,000	17,096	12,369
401.01.534.801.48.00 R&M -	-	(306)	-	-	-	-
401.01.534.800.49.00 Misc - Registrations, training, memberships, computer upgrades, sm equip. repair	2,731	(20,011)	726	12,000	12,000	12,000

Expenditure Detail – Supplies, Services and Other, Continued

Water - Administration, Continued						
Account Number	Actual		Projected	Budget		
	2014	2015	2016	2016	2017	2018
401.01.534.800.49.01 Misc -Operating permit from Dept of Health	4,943	4,943	4,943	5,000	5,000	5,000
401.01.534.800.49.08 Misc -PPI credit card fees	30,834	46,400	31,300	20,000	20,000	20,000
Total Services	301,765	226,192	311,811	277,727	290,230	288,436
401.01.534.800.53.00 Taxes & Assessments -Excise Tax	270,916	284,575	272,991	250,000	280,000	280,000
401.01.534.800.54.01 Interfund Taxes -Interfund Utility Tax	597,175	648,510	623,721	604,900	688,000	702,000
Total Intergovernmental	868,091	933,085	896,712	854,900	968,000	982,000
Total Supplies, Services and Other	\$ 3,747,666	\$ 3,810,024	\$ 3,818,518	\$ 3,684,966	\$ 4,023,530	\$ 4,085,736

Services include construction management related to capital projects. Capital includes capital projects specific to the water fund.

Water - Capital Outlays by Expenditure Type						
Account Number	Actual		Projected	Budget		
	2014	2015	2016	2016	2017	2018
401.98.594.340.31.00 Supplies -Office and Operating	\$ 49	\$ 106	\$ 63	\$ -	\$ -	\$ -
Total Supplies	49	106	63	-	-	-
401.98.594.340.41.00 Professional Services -Construction management	133,350	143,229	370,605	415,000	622,000	317,000
401.98.594.340.44.00 Advertising -Bid ads	4	-	-	-	-	-
401.98.594.340.45.00 Advertising -Bid ads	209	287	131	-	-	-
Total Services	133,563	143,516	370,736	415,000	622,000	317,000
401.01.594.340.64.00 Capital -Machinery & Equipment	-	20,894	49,164	25,000	25,000	-
401.98.594.340.65.00 Capital -Construction Projects	856,757	1,161,862	2,350,153	2,503,000	2,548,000	753,000
Total Capital	\$ 990,370	\$ 1,326,378	\$ 2,770,115	\$ 2,943,000	\$ 3,195,000	\$ 1,070,000



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DEPARTMENT: Public Works**FUND:** Sewer**RESPONSIBLE MANAGER:** Bob Giberson**FUND NUMBER:** 402**POSITION:** Director**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 40 miles of gravity sewer main and the operation and maintenance of 12 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 Department of Natural Resources & Parks, Wastewater Treatment Division, State Department of Ecology, State Department of Health, and King County Health Department.

2015-2016 Accomplishments

- ◆ Evaluated system-wide conditions for potential upgrades for annual sewer repair program.
- ◆ Ongoing construction of CBD sanitary sewer rehabilitation.
- ◆ Began design of 53rd Ave S sewer rehabilitation.
- ◆ Continued development of the GIS as-builts of city sewer infrastructure.

2017-2018 Outcome Goals

- ◆ Improve sewer system efficiency. **Strategic Goal 1. Utility Comp Plan Goal 12.1**
- ◆ Improve sewer system reliability. **Strategic Goal 1. Utility Comp Plan Goal 12.1**
- ◆ Improve sewer system capacity. **Strategic Goal 1. Utility Comp Plan Goal 12.1**

2017-2018 Indicators of Success

- ◆ Evaluate system-wide conditions for potential upgrades for annual sewer repair program.
- ◆ Ongoing construction of CBD sanitary sewer rehabilitation.
- ◆ Replace generator, control system and concrete slab at sewer lift station #2.
- ◆ Complete construction of Andover Park E sewer replacement.
- ◆ Complete construction of 53rd Ave S sewer rehabilitation.
- ◆ Continued development of the GIS as-builts of city sewer infrastructure.

Performance Measures

	2014 Actual	2015 Actual	2016 Estimated	2017 Projected	2018 Projected
Maintain and Improve Sewer System					
Number of linear feet TV inspected	15,000	10,000	10,000	10,000	10,000
Number of linear feet of sewer pipe jet cleaned	200,000	195,000	200,000	200,000	200,000
Number of manholes cleaned	850	850	850	850	850
Capital					
Hours of 10 sewer lift stations monitoring of pump hours, start	10	10	11	11	11
Customers					
Number of sewer customers	1,760	1,742	1,760	1,770	1,950
Number of total sewer system miles	40.30	40.30	40.30	41.00	41.00

Revenue and Expense Summary

Sewer								
	2014 Actual	2015 Actual	2016 Projected	2016 Budget	2017 Budget	2018 Budget	2015-2016 % Change	2017-2018 % Change
Operating Revenue								
Charges for Services								
Sewer Sales	\$ 8,290,309	\$ 9,020,998	\$ 8,541,570	\$ 7,889,000	\$ 8,524,000	\$ 8,644,000	8.05%	1.41%
Total Charges for Services	8,290,309	9,020,998	8,541,570	7,889,000	8,524,000	8,644,000	8.05%	1.41%
Miscellaneous Revenue								
Investment Earnings	21,055	43,175	32,778	20,000	25,000	30,000	25.00%	20.00%
Total Miscellaneous Revenue	21,055	43,175	32,778	20,000	25,000	30,000	25.00%	20.00%
Total Operating Revenue	8,311,364	9,064,173	8,574,348	7,909,000	8,549,000	8,674,000	8.09%	1.46%
Capital Project Revenue								
Intergovernmental -Grants	261,745	209,180	511,244	415,000	125,000	125,000	-69.88%	0.00%
Long-Term Debt Proceeds	248,516	501,484	-	-	-	-	0.00%	0.00%
Total Capital Project Revenue	510,260	710,665	511,244	415,000	125,000	125,000	-69.88%	0.00%
Total Revenue	8,821,624	9,774,838	9,085,592	8,324,000	8,674,000	8,799,000	4.20%	1.44%
Operating Expenses								
Salaries & Wages	315,445	310,362	374,811	313,582	359,783	366,889	14.73%	1.98%
Personnel Benefits	112,171	120,709	137,308	117,103	154,647	163,084	32.06%	5.46%
Supplies	4,175,762	3,885,546	4,356,193	4,027,893	4,224,100	4,374,100	4.87%	3.55%
Services	633,107	1,203,186	302,293	271,187	258,127	259,617	-4.82%	0.58%
Intergovt Services & Taxes	952,130	1,033,643	975,698	895,400	990,000	1,002,000	10.57%	1.21%
Total Operating Expenses	6,188,614	6,553,446	6,146,303	5,625,165	5,986,656	6,165,690	6.43%	2.99%
CIP Expenses								
Salaries & Wages	2,011	1,814	18,959	-	-	-	0.00%	0.00%
Personnel Benefits	656	677	(2,053)	-	-	-	0.00%	0.00%
Supplies	4,013	-	-	-	-	-	0.00%	0.00%
Services	57,793	47,798	752,473	455,000	622,000	265,000	36.70%	-57.40%
Capital Outlay	61,649	3,071	(498,477)	2,852,000	2,727,500	1,300,000	-4.37%	-52.34%
Principal	289,487	321,760	326,436	325,261	322,271	326,225	-0.92%	1.23%
Interest	83,626	88,181	53,931	78,480	36,794	33,549	-53.12%	-8.82%
Total Capital Expenses	499,234	463,301	651,268	3,710,741	3,708,565	1,924,774	-0.06%	-48.10%
Non-Cash Accounting Adjustments								
Operating Prior Period Adjustment	51,825	304,471	-	-	-	-	0.00%	0.00%
Capital Prior Period Adjustment	398,495	-	-	-	-	-	0.00%	0.00%
Revenue Bond Refunding	-	120,472	-	-	-	-	0.00%	0.00%
GASB 68 Pension Adjustment	-	(14,269)	-	-	-	-	0.00%	0.00%
Transfer Out for Debt Service	-	-	-	-	-	49,200	0.00%	0.00%
Indirect cost allocation	394,500	451,167	460,100	460,100	469,302	478,688	2.00%	2.00%
Total Non-Cash Accounting Adjustments	844,820	861,841	460,100	460,100	469,302	527,888	2.00%	12.48%
Total Expenses	7,532,669	7,878,588	7,257,671	9,796,006	10,164,523	8,618,352	3.76%	-15.21%
Change in Fund Balance	1,288,956	1,896,250	1,827,922	(1,472,006)	(1,490,523)	180,648	1.26%	-112.12%
Net working capital (Fund Balance)	5,284,920	7,181,170	9,009,091	5,709,164	4,218,640	4,399,288	-26.11%	4.28%
Reconciliation to Financial Statements								
Net working capital (Fund Balance)	5,284,920	7,181,170	9,009,091	5,709,164	4,218,640	4,399,288	-26.11%	4.28%
Net Investment in Capital Assets	8,391,299	8,139,154	8,680,690	11,488,018	14,685,812	15,957,637	27.84%	8.66%
Restricted for Debt Service	126,834	-	-	-	-	-	0.00%	0.00%
Total Net Position	\$13,803,052	\$15,320,323	\$17,689,781	\$17,197,182	\$18,904,452	\$20,356,925	9.93%	7.68%
Depreciation (reduction in capital assets)	416,303	373,087	361,876.67	361,877	510,771	652,949	41.15%	27.84%

Capital Projects

The capital projects listed below are capital projects planned for the 2017-2018 biennium. The year in which the project is estimated to be completed has been provided. Additional information on the projects may be found in the Capital Improvement Program section of the budget document as well as the Capital Improvement Program document, which is adopted annually.

Capital Projects	2017 Budget	2018 Budget	Anticipated Completion
CBD Sanitary Sewer Rehabilitation	\$ 1,265,000	\$ 1,265,000	2019
Sewer Lift Station No. 2 Upgrades	765,000	-	2017
Sewer Repair - Strander Blvd Bridge	160,000	-	2017
Vall View W Hill Sewer Transf Area	50,000	-	2017
APE Sewer Replacement	550,000	-	2017
GIS Inventory of Sewer System	167,000	100,000	2019
53rd Ave S Sewer Rehabilitation	185,000	-	2017
Other (Annual Maint, etc)	200,000	200,000	N/A
Total Capital Projects	\$ 3,342,000	\$ 1,565,000	

Sewer Fund – Debt Service Requirements

The following chart provides information on debt service requirements, by debt issue, for the biennium.

Debt Service	Project	2017 Budget	2018 Budget
2015 Revenue Bonds	Allentown Phase II		
Principal		\$ 88,835	\$ 92,789
Interest		23,179	21,101
2015 Revenue Bonds Total Debt Service		112,014	113,889
PWTFL 2004	Allentown Phase II		
Principal		192,261	192,261
Interest		7,690	6,729
PWTFL 2004 Total Debt Service		199,951	198,990
PWTFL 2014	CBD Sewer Rehab		
Principal		41,175	41,175
Interest		3,294	3,088
PWTFL 2014 Total Debt Service		44,469	44,263
Total Principal		322,271	326,224
Total Interest		34,164	30,918
Total Debt Service		\$ 356,435	\$ 357,142

Amortization of premiums and discounts are not included in this schedule but are included in the Revenue and Expense Summary statement.

Expenditure Detail - Salaries and Benefits

Salaries for budgeted positions are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

Sewer							
Postion Description	2016 FTE	2017 FTE	2017 Budget		2018 FTE	2018 Budget	
			Salaries	Benefits		Salaries	Benefits
Maint & Ops Superintendent	0.5	0.5	\$ 41,827	\$ 13,707	0.5	\$ 42,664	\$ 14,359
Maint & Ops Foreman	1	1	82,253	27,114	1	83,898	28,373
Sr Maint & Ops Specialist	1	1	76,425	34,256	1	77,954	36,154
Maint & Ops Specialist	0.5	1.5	95,498	55,161	1.5	97,408	58,557
Senior Engineer	0.5	0.5	59,337	23,499	0.5	60,524	24,731
Overtime			4,442	340		4,442	340
Clothing Allowance				570			570
Department Total	3.5	4.5	\$ 359,783	\$ 154,647	4.5	\$ 366,889	\$ 163,084

Expenditure Detail - Supplies, Services, and Other

Supplies include miscellaneous operating supplies specific to sewer work and Metro Sewer charges. Services include engineering, surveying, utilities, rental of equipment, repair and maintenance charges, insurance, and credit card fees, among others. Intergovernmental includes excise tax and interfund utility tax paid to the general fund.

Sewer - Administration						
Account Number	2014 Actual	2015 Actual	2016 Projected	2016 Budget	2017 Budget	2018 Budget
402.01.535.800.31.00 Supplies -	\$ 3,796	\$ 1,195	\$ 14	\$ -	\$ -	\$ -
402.01.535.801.31.00 Supplies -	8,926	-	-	-	-	-
402.01.535.800.31.01 Supplies - Office & Safety	1,825	643	2,588	2,293	2,000	2,000
402.01.535.800.31.02 Supplies - Operating	15,662	11,682	15,543	12,600	12,600	12,600
402.01.535.800.31.03 Supplies - Repairs & Maintenance	2,532	1,474	2,072	4,500	4,000	4,000
402.01.535.800.31.04 Supplies - Billing	8,174	1,386	1,907	3,000	3,000	3,000
402.01.535.800.31.90 Supplies - Central	-	-	-	-	-	-
402.01.535.800.33.00 Supplies - Metro Sewage Treatment	4,133,944	3,865,421	4,332,021	4,000,000	4,200,000	4,350,000
402.01.535.800.35.00 Supplies - Small Tools & Minor Equipment	902	3,745	1,049	3,000	2,500	2,500
402.01.535.800.35.01 Supplies - Traffic Control Devices	-	-	1,000	2,500	-	-
Total Supplies	4,175,762	3,885,546	4,356,193	4,027,893	4,224,100	4,374,100
402.01.535.800.41.00 Prof Svcs - Consultant engineering services, surveying	601	4,131	1,009	1,000	1,000	1,000
402.01.535.800.41.01 Prof Svcs - Utility one call services for utility line locates	476	436	325	300	300	300
402.01.535.800.41.02 Prof Svcs - CDL licenses, hearing tests	238	94	473	300	300	300
402.01.535.800.41.04 Prof Svcs - TV Equipment Software	-	-	1,000	1,000	1,000	1,000
402.01.535.801.41.00 Prof Svcs - Project costs	139,943	131,532	-	-	-	-
402.01.535.800.42.00 Communication - Phone bills and Nextels	2,051	1,931	2,224	2,500	2,500	2,500
402.01.535.800.43.00 Travel - Mileage, meals, parking	1,666	508	922	1,000	2,000	2,000
402.01.535.800.44.00 Advertising - Advertising for seasonal help and staff replacement	-	-	150	150	150	150
402.01.535.800.45.00 Rental - Rental of backhoes, trackhoes, loader, and forklifts	267	-	(6)	2,000	2,000	2,000
402.01.535.800.45.94 Rental - Equipment Replacement Fund	34,666	107,304	73,952	65,431	52,195	52,195
402.01.535.800.45.95 Rental - Equipment Rental O & M	58,338	37,118	77,746	65,041	49,731	50,726
402.01.535.800.46.00 Insurance - WCIA	16,464	-	-	19,465	-	-
402.01.535.800.46.01 Insurance - WCIA	-	-	19,465	-	4,951	5,446
402.01.535.800.46.04 Insurance -	-	18,538	-	-	-	-
402.01.535.800.47.00 Public Utility - Electrical, gas, water, and sewer from lift stations	31,221	1,304	36,060	35,000	1,000	1,000
402.01.535.800.47.02 Public Utility - Waste Materials Disposal	2,526	635	2,130	5,000	4,000	4,000
402.01.535.800.47.21 Public Utility - Electric	-	15,755	8,773	-	16,000	16,000
402.01.535.800.47.25 Public Utility - Water and Sewer	-	16,189	6,972	-	17,000	17,000
402.01.535.800.48.00 R&M - Pump station repairs and replacement done by outside vendors	12,271	12,536	13,689	15,000	24,000	24,000
402.01.535.800.48.01 R&M - Painting of sewer pump station interiors	-	-	15,000	15,000	12,500	12,500
402.01.535.800.48.03 R&M - Repairs of sewer main lines	-	-	3,000	3,000	2,500	2,500
402.01.535.800.48.04 R&M - Sewer pump station computer alarm system	8,763	13,971	2,354	10,000	10,000	10,000

Expenditure Detail - Supplies, Services, and Other, Continued

Sewer - Administration Continued						
Account Number	2014 Actual	2015 Actual	2016 Projected	2016 Budget	2017 Budget	2018 Budget
402.01.535.801.44.00 Advertising -	3,230	1,862	-	-	-	-
402.01.535.801.45.00 Rental -	22,195	-	-	-	-	-
402.01.535.801.48.00 R&M - Equipment	260,118	794,849	-	-	-	-
402.01.535.801.49.00 Misc -	-	505	-	-	-	-
402.01.535.800.49.00 Misc - Training, classes, minor software purchases	1,293	(8,681)	150	5,000	5,000	5,000
402.01.535.800.49.08 Misc - PPI credit card fees	36,781	52,670	36,905	25,000	50,000	50,000
Total Services	633,107	1,203,186	302,293	271,187	258,127	259,617
402.01.535.800.53.00 Ext Taxes & Operating Assmnts	122,790	131,181	120,769	105,000	135,000	135,000
402.01.535.800.54.02 Interfund Taxes - Interfund Utility Tax	829,340	902,462	854,929	790,400	855,000	867,000
Total Intergovernmental	952,130	1,033,643	975,698	895,400	990,000	1,002,000
Total Supplies, Services and Other	\$ 5,760,998	\$ 6,122,375	\$ 5,634,184	\$ 5,194,480	\$ 5,472,227	\$ 5,635,717

Services include construction management for capital projects. Capital includes capital projects related to the sewer fund.

Sewer - Capital Outlays						
Account Number	2014 Actual	2015 Actual	2015 Budget	2016 Budget	2017 Budget	2018 Budget
402.98.594.353.35.00 Small Tools	\$ 4,013	\$ -	\$ -	\$ -	\$ -	\$ -
Total Supplies	4,013	-	-	-	-	-
402.98.594.353.41.00 Prof Svcs - Construction management	57,778	47,798	177,387	455,000	622,000	265,000
402.98.594.353.44.00 Advertising - Bid ads	-	-	(1,667)	-	-	-
402.98.594.353.48.00 R&M - Equipment	-	-	576,753	-	-	-
402.98.594.353.49.00 Misc - Other	15	-	-	-	-	-
Total Services	57,793	47,798	752,473	455,000	622,000	265,000
402.01.594.350.64.00 Capital - Machinery & Equipment	-	-	-	-	7,500	-
402.98.594.353.64.00 Capital - Machinery & Equipment	30,660	-	-	-	-	-
402.98.594.353.65.00 Capital - Construction Projects	30,989	3,071	(498,477)	2,852,000	2,720,000	1,300,000
Total Other	61,649	3,071	(498,477)	2,852,000	2,727,500	1,300,000
Total Capital Outlay	\$ 123,455	\$ 50,869	\$ 253,996	\$ 3,307,000	\$ 3,349,500	\$ 1,565,000



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DEPARTMENT: Parks & Recreation**FUND:** Golf Course**RESPONSIBLE MANAGER:** Rick Still**FUND NUMBER:** 411**POSITION:** Director**Description**

The mission of Foster Golf Links (FGL) is to provide a quality golfing experience for those that live, work, and play in Tukwila. The golf course is operated as an enterprise fund with revenues covering all maintenance, pro shop services, and capital costs.

2015-2016 Accomplishments

- ◆ Developed and implemented a Reward's Card Program to acknowledge customer loyalty and strengthen our core customer base. **Strategic Goals 3 & 4. PROS Plan Goal 5.**
- ◆ Strengthened our player engagement program by promoting PGA of America's "Get Golf Ready" Program. **Strategic Goals 2, 3, & 4. PROS Plan Goals 2, 3, 4, & 5.**
- ◆ Implemented new Junior Golf Program by holding junior camps, private instruction, and participated in the Jr. PGA Golf program. **Strategic Goals 2 & 4. PROS Plan Goals 2, 3, 4, & 5.**
- ◆ Expand partnership with restaurant concessionaire to meet the needs of the customers and community and extend agreement for seven years. **Strategic Goals 2, 3, & 4. PROS Plan Goals 3 & 4.**
- ◆ Implemented Cart Replacement Plan. **Strategic Goal 4. PROS Plan Goals 3 & 5.**

2017-2018 Outcome Goals

- ◆ Continue with Cart Replacement Plan. **Strategic Goal 4. PROS Plan Goals 3 & 5.**
- ◆ Improve operational efficiency and sustainability, and develop maintenance management plan. **Strategic Goal 1, 4, & 5. PROS Plan Goals 4 & 5.**
- ◆ Continue implementing deep tine aerification program. **Strategic Goal 4 & 5. PROS Plan Goals 4 & 5.**
- ◆ Perform capital improvements at the course for playability and sustainability. **Strategic Goal 4 & 5. PROS Plan Goals 4 & 5.**
- ◆ Continue to expand our player engagement program to increase access to FGL. **Strategic Goals 2, 3, & 4. PROS Plan Goals 2, 3, 4, & 5.**

2017-2018 Indicators of Success

- ◆ Increased rounds of play.
- ◆ Additional new customers.
- ◆ Improved satisfaction with equipment.
- ◆ Better drainage on course, reduced soft spots, and healthier turf.
- ◆ Increased use of carts on course (not regulated to cart path only) during shoulder months.

Revenue and Expense Summary

Foster Golf Course								
	Actual		Projected	Budget			% Change	
	2014	2015	2016	2016	2017	2018	2016/2017	2017/2018
Operating Revenue								
Charges for Services								
Green Fees, Instruction	961,495	1,021,705	999,388	1,065,000	1,095,650	1,145,650	2.88%	4.56%
Sales of Merchandise	159,686	150,247	145,895	155,000	151,000	151,000	-2.58%	0.00%
Rents and Concessions	282,228	299,547	283,098	288,000	306,000	309,000	6.25%	0.98%
Total Charges for Services	1,403,410	1,471,499	1,428,380	1,508,000	1,552,650	1,605,650	2.96%	3.41%
Miscellaneous Revenue								
Excise Taxes	3,151	3,927	4,072	2,617	3,900	3,900	49.03%	0.00%
Investment Earnings	392	952	1,981	1,130	1,000	1,000	-11.50%	0.00%
Sale of Capital Assets	-	(455)	-	-	-	-	0.00%	0.00%
Other Misc Revenue	(513)	6,365	8,123	-	7,000	7,000	0.00%	0.00%
Total Miscellaneous Revenue	3,030	10,789	14,176	3,747	11,900	11,900	217.59%	0.00%
Transfers In	600,000	300,000	300,000	300,000	300,000	300,000	0.00%	0.00%
Total Operating Revenue	2,006,440	1,782,288	1,742,556	1,811,747	1,864,550	1,917,550	2.91%	2.84%
Operating Expenses								
Salaries & Wages	698,112	706,164	730,837	706,489	717,061	729,121	1.50%	1.68%
Personnel Benefits	241,978	225,993	272,613	256,075	306,120	321,672	19.54%	5.08%
Supplies	194,344	275,840	233,700	259,335	203,415	203,415	-21.56%	0.00%
Services	252,795	310,253	331,363	297,744	327,054	332,042	9.84%	1.53%
Intergovt Services & Taxes	63,051	67,190	65,134	66,400	66,400	66,400	0.00%	0.00%
Total Operating Expenses	1,450,281	1,585,439	1,633,647	1,586,043	1,620,050	1,652,651	2.14%	2.01%
Capital Expenses								
Capital Outlay	47,967	-	50,000	50,000	50,000	50,000	0.00%	0.00%
Total Capital Expenses	47,967	-	50,000	50,000	50,000	50,000	0.00%	0.00%
Indirect cost allocation	197,486	173,909	177,352	177,352	180,899	184,517	2.00%	2.00%
Total Expenses	1,695,734	1,759,348	1,860,999	1,813,395	1,850,949	1,887,168	2.07%	1.96%
Change in Fund Balance	310,705	22,941	(118,443)	(1,648)	13,601	30,382	-925.28%	123.39%
Adjustments to working capital								
Operating Prior Period Adjustment	(206,154)	(596,317)	-	-	-	-	0.00%	0.00%
Net working capital (Fund Balance)	714,539	141,617	23,174	139,969	153,570	183,952	9.72%	19.78%
Reconciliation to Financial Statements								
Net working capital (Fund Balance)	714,539	141,617	23,174	139,969	153,570	183,952		
Net Investment in Capital Assets	7,217,532	6,132,364	7,014,317	5,904,327	5,686,629	5,478,801	-3.69%	-3.65%
Total Net Position	\$7,932,071	\$6,273,982	\$7,037,492	\$6,044,296	\$5,840,199	\$5,662,753	-3.38%	-3.04%
Non-Cash Adjustments to Capital Assets								
Capital Prior Period Adjustment	-	757,473	-	-	-	-	0.00%	0.00%
Depreciation	298,023	327,238	253,214.34	278,037	267,698	257,828	-3.72%	-3.69%

Expenditure Detail - Salaries and Benefits

Salaries for budgeted positions are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

Foster Golf Course							
Position Description	2016 FTE	2017 FTE	2017 Budget		2018 FTE	2018 Budget	
			Salaries	Benefits		Salaries	Benefits
Director Parks and Recreation		-			-		
Director of Instruction - Golf	1	1	\$ 81,345	\$ 42,520	1	\$ 82,972	\$ 45,034
Golf Maintenance Supervisor	1	1	81,345	39,240	1	82,972	41,492
Lead Maintenance Specialist - Golf	1	1	76,425	38,248	1	77,954	40,478
Fleet Technician Golf	1	1	72,126	25,076	1	73,569	26,301
Admin Support Technician - Golf	2	2.5	146,104	71,399	2.5	149,026	75,407
Maintenance Specialist Golf	2.25	2.25	145,675	60,872	2.25	148,588	64,194
Extra Labor			112,000	21,302		112,000	21,302
Overtime			2,040	156		2,040	156
Unemployment			-	6,120		-	6,120
Clothing Allowance			-	1,187		-	1,187
Department Total	8.25	8.75	\$ 717,061	\$ 306,120	8.75	\$ 729,121	\$ 321,672

Expenditure Detail Operations - Supplies, Services, and Other

Supplies include irrigation, fertilizers, etc. for grounds maintenance and small tools. Services include security, utilities, rental of equipment, insurance, repairs & maintenance for course equipment, rental and maintenance charges, and memberships, among others. Intergovernmental includes admission taxes paid to the City. Capital includes upgrades to tees and greens.

Foster Golf Course - Operations							
Account Number		Actual		Projected	Budget		
		2014	2015	2016	2016	2017	2018
411.00.576.680.31.00	Supplies - Office & Operating	\$ 268	\$ 2,461	\$ 148	\$ -	\$ 2,400	\$ 2,400
411.00.576.680.31.02	Supplies - Grounds Maintenance	26,776	36,401	46,314	52,530	40,000	40,000
411.00.576.680.31.03	Supplies - Irrigation	1,896	7,052	3,736	7,140	7,000	7,000
411.00.576.680.31.04	Supplies - Fertilizers & Misc. Chemicals	46,900	44,205	46,663	42,840	45,000	45,000
411.00.576.680.35.00	Small Tools & Minor Equipment - Tools for course	3,520	1,951	47,479	66,810	4,000	4,000
Total Supplies		79,360	92,069	144,340	169,320	98,400	98,400
411.00.576.680.41.00	Prof Svcs - Geese control	3,848	10,969	1,900	3,672	5,000	5,000
411.00.576.680.42.00	Communication - Phones, alarms and monitoring	440	1,563	1,493	1,377	1,521	1,521
411.00.576.680.43.00	Travel - Meals, mileage, parking for professional development travel	626	-	765	765	300	300
411.00.576.680.44.00	Advertising	299	-	-	-	-	-
411.00.576.680.45.00	Rental - Bottled water, portable toilet rentals, short term rental equipment	1,708	1,001	1,677	2,448	2,448	2,448
411.00.576.680.45.94	Rental - Equipment Replacement Fund	55,689	80,751	100,013	87,729	78,129	78,129
411.00.576.680.45.95	Rental - Equipment O & M	38,370	45,203	63,285	60,456	60,583	63,529
411.00.576.680.46.00	Insurance - WCIA	16,464	1,217	-	19,465	-	-
411.00.576.680.46.01	Insurance - WCIA	-	-	19,465	-	20,423	22,465
411.00.576.800.46.04	Insurance - Flood	-	18,538	-	-	-	-
411.00.576.680.47.00	Public Utility - Puget Sd Energy - pump stations, water-course restrms, maintenance shed	9,017	-	10,200	10,200	-	-
411.00.576.680.47.21	Electric	-	11,338	3,253	-	12,000	12,000
411.00.576.680.47.22	Gas	-	604	249	-	700	700
411.00.576.680.47.25	Water/Sewer	-	6,083	1,785	-	6,200	6,200
411.00.576.680.47.26	Surface Water	-	28,649	16,473	-	31,000	31,000
411.00.576.680.47.01	Public Utility - SSWM charges	23,875	-	21,209	21,209	-	-
411.00.576.680.47.09	Public Utility - Puget Sound Energy, City water-wash bay and maintenance bldg	7,545	3,727	4,718	5,610	4,000	4,000
411.00.576.680.48.00	R&M - Contracted parking lot maintenance, fire alarm test, misc. repairs	12,701	6,636	6,629	7,140	10,000	10,000
411.00.576.680.48.01	R&M - Professional Tree Removal	-	-	-	-	6,000	6,000
411.00.576.680.48.03	R&M - Pump station and river pump, 9th fairway pump station	821	2,828	3,924	2,448	3,000	3,000
411.00.576.680.49.00	Misc - Memberships, uniform cleaning, prof dev, WWGCSA mem, WSDA cert.	2,347	1,891	3,929	2,244	2,000	2,000
411.00.576.680.49.01	Misc -	-	-	255	255	-	-
Total Services		173,750	220,999	261,223	225,018	243,304	248,292
411.00.576.680.54.01	Intergovernmental - Admission Taxes	56,917	60,491	58,811	60,000	60,000	60,000
Total Intergovernmental		56,917	60,491	58,811	60,000	60,000	60,000
411.00.594.760.63.05	Capital - Tees & Greens	-	-	50,000	50,000	50,000	50,000
411.00.594.760.64.00	Capital	47,967	-	-	-	-	-
Total Other		47,967	-	50,000	50,000	50,000	50,000
Total Supplies, Services and Other		\$ 357,994	\$ 373,558	\$ 514,374	\$ 504,338	\$ 451,704	\$ 456,692

Expenditure Detail Pro Shop - Supplies, Services, and Other

Services for the Pro Shop include supplies for the shop and resale items. Services include annual required testing, advertising, utilities, rental of equipment, repair & maintenance, and memberships, among others. Intergovernmental includes excise tax paid on revenue earned.

Foster Golf Course - Pro Shop							
Account Number		2014 Actual	2015 Actual	2016 Projected	2016 Budget	2017 Budget	2018 Budget
411.00.576.681.31.00	Supplies - Office & Operating	\$ 4,441	\$ 6,102	\$ 2,752	\$ 2,040	\$ 6,415	\$ 6,415
411.00.576.681.31.01	Supplies - Building	3,384	1,514	1,032	4,080	-	-
411.00.576.681.31.02	Supplies - Rental	491	1,113	628	255	500	500
411.00.576.681.31.04	Supplies - Repair	2,133	2,356	2,077	2,040	1,500	1,500
411.00.576.681.34.01	Supplies - Pro Shop (Resale)	104,536	109,128	82,872	81,600	66,000	66,000
411.00.576.681.34.02	Supplies - Concessions	-	-	-	-	15,600	15,600
411.00.576.681.34.03	Supplies - Special Order (Resale)	-	-	-	-	15,000	15,000
411.00.576.681.35.00	Tools/Small Equip - Golf Carts	-	63,557	-	-	-	-
Total Supplies		114,984	183,771	89,360	90,015	105,015	105,015
411.00.576.681.41.00	Prof Svcs - SZEN annual support-Online Tee Reservation, Advertising and artwork, Orbit: Webpage	6,471	5,334	5,017	6,120	4,400	4,400
411.00.576.681.42.00	Communication - Phone, cable and alarm monitoring	3,285	1,871	3,419	3,876	4,150	4,150
411.00.576.681.43.00	Travel - Meals, mileage, parking for professional development related travel	176	78	11	-	200	200
411.00.576.681.44.00	Advertising - Misc advertising expenses	1,481	8,232	5,090	4,080	4,000	4,000
411.00.576.681.45.00	Rental - Special event fleet rental and portable toilet rentals	3,603	5,816	5,480	1,020	5,000	5,000
411.00.576.681.47.00	Public Utility - City Light, Puget Sound Energy, Sound Security	12,701	(27,685)	(12,919)	8,160	(32,000)	(32,000)
411.00.576.681.47.21	Electric	-	39,360	14,953	-	40,000	40,000
411.00.576.681.47.22	Gas	-	1,444	117	-	1,500	1,500
411.00.576.681.48.00	R&M - Cart maintenance and repair, Clubhouse oil separator, building repair & window washing, HVAC maintenance	22,836	22,052	10,782	10,200	20,000	20,000
411.00.576.681.48.01	R&M - Golf equipment	-	-	259	-	-	-
411.00.576.681.49.00	Misc - Memberships - Nat'l Golf Foundation, PGA , PNGA, UAGA, Cintas mat/laundry svc, professional development, misc.	7,255	9,145	7,751	8,670	8,500	8,500
411.00.576.681.49.01	Misc - Printing of score cards, brochures, forms	958	-	3,060	3,060	3,000	3,000
411.00.576.681.49.08	Misc - PPI credit card fees	20,278	23,608	27,121	27,540	25,000	25,000
Total Services		79,045	89,254	70,140	72,726	83,750	83,750
411.00.576.681.53.00	Intergovernmental - Excise tax	6,134	6,699	6,322	6,400	6,400	6,400
Total Other		6,134	6,699	6,322	6,400	6,400	6,400
Total Supplies, Services and Other		\$ 85,179	\$ 95,954	\$ 76,463	\$ 79,126	\$ 90,150	\$ 90,150



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DEPARTMENT: Public Works**FUND:** Surface Water**RESPONSIBLE MANAGER:** Bob Giberson**FUND NUMBER:** 412**POSITION:** Director**Description**

The surface water 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.

2015-2016 Accomplishments

- ◆ Completed small drainage project identified on the approved list for 2015 & 2016.
- ◆ Continued development of the GIS as-builts of city infrastructure that complies with NPDES.
- ◆ Completed construction of E Marginal Way S storm pipe replacement.
- ◆ Began design of Gilliam Creek 42nd Ave S culvert (with 42nd Ave S street improvements).
- ◆ Began design of 53rd Ave S surface water drainage.
- ◆ Began Tukwila 205 certification effort.
- ◆ Participated in the Green River system-wide improvement framework process.

2017-2018 Outcome Goals

- ◆ Improve surface water system efficiency. **Strategic Goal 1. Utility Comp Plan Goal 12.1**
- ◆ Improve surface water system reliability. **Strategic Goal 1. Utility Comp Plan Goal 12.1**
- ◆ Improve surface water system capacity. **Strategic Goal 1. Utility Comp Plan Goal 12.1**

2017-2018 Indicators of Success

- ◆ Complete small drainage projects identified on the approved list for 2017 and 2018.
- ◆ Construct Gilliam Creek 42nd Ave S culvert.
- ◆ Begin design and construction of Chinook Wind.
- ◆ Complete construction of 53rd Ave S surface water drainage.
- ◆ Construct East Marginal Way S storm water outfalls.
- ◆ Begin design and construction of Riverton Creek Flap Gate Removal.
- ◆ Continue development of Tukwila 205 Levee Certification.
- ◆ Continue development of the GIS as-builts of city infrastructure that complies with NPDES.

Performance Measures

	2014 Actual	2015 Actual	2016 Estimated	2017 Projected	2018 Projected
Maintain & Improve surface water system					
Number of linear feet TV inspected	10,000	10,000	10,000	10,000	10,000
Number of linear feet of storm lines cleaned	12,000	12,000	12,000	12,000	12,000
Number of linear feet of ditches cleaned	3,000	2,000	2,000	2,000	2,000
Number of manholes/catch basins/or stormceptors cleaned	1,500	1,000	1,500	1,500	1,500
Number of times cleaned four water quality ponds	Once/yr	Once/yr	Once/yr	Once/yr	Once/yr
Number of times cleaned large pot type water quality vaults		Once/yr	Once/yr	Once/yr	Once/yr
Number of times clean 10 large trash racks		250	250	250	250
Capital					
Hours of 5 storm lift stations monitoring of pump hours,	5	5	5	5	5
NPDES (National Pollutant Discharge Elimination System)					
Number of illicit discharge events	10	13	13	13	13
Number of vehicles washed using the SudsSafe Car Wash	37	50	50	50	50

Revenue and Expense Summary

Surface Water Fund								
	2014 Actual	2015 Actual	2016 Projected	2016 Budget	2017 Budget	2018 Budget	2015-2016 % Change	2017-2018 % Change
Operating Revenue								
Charges for Services								
Surface Water Sales	\$ 4,225,742	\$ 5,085,974	\$ 5,848,400	\$ 5,832,000	\$ 6,133,000	\$ 6,306,000	5.16%	2.82%
Total Charges for Services	4,225,742	5,085,974	5,848,400	5,832,000	6,133,000	6,306,000	5.16%	2.82%
Intergovernmental Revenue	1,163,795	55,096	1,024,805	1,105,000	1,256,000	2,656,000	13.67%	111.46%
Miscellaneous Revenue								
Investment Earnings	22,102	18,905	24,611	31,000	24,000	24,000	-22.58%	0.00%
Capital contributions	-	11,576	211,205	-	-	-	0.00%	0.00%
Sale of Capital Assets	(79,860)	(2,487)	-	-	-	-	0.00%	0.00%
Other Misc Revenue	330	225	120	-	-	-	0.00%	0.00%
Total Miscellaneous Revenue	(57,428)	28,219	235,935	31,000	24,000	24,000	-22.58%	0.00%
Total Operating Revenue	5,332,109	5,169,289	7,109,141	6,968,000	7,413,000	8,986,000	6.39%	21.22%
Capital Project Revenue								
Intergovernmental Revenue - Grants	-	734,044	56,969	-	-	-	0.00%	0.00%
Total Capital Project Revenue	-	734,044	56,969	-	-	-	0.00%	0.00%
Total Revenue	5,332,109	5,903,333	7,166,110	6,968,000	7,413,000	8,986,000	6.39%	21.22%
Operating Expenses								
Salaries & Wages	710,596	856,429	946,415	1,015,133	1,024,855	1,045,012	0.96%	1.97%
Personnel Benefits	272,261	351,975	383,763	458,001	468,607	494,934	2.32%	5.62%
Supplies	45,450	74,443	43,295	44,530	46,500	43,500	4.42%	-6.45%
Services	394,394	908,014	630,749	388,054	530,072	549,694	36.60%	3.70%
Intergovt Services & Taxes	474,211	570,177	647,074	635,700	668,000	686,000	5.08%	2.69%
Total Operating Expenses	1,896,913	2,761,038	2,651,296	2,541,418	2,738,034	2,819,140	7.74%	2.96%
Capital Expenses								
Salaries & Wages	47,146	77,903	41,078	-	-	-	0.00%	0.00%
Personnel Benefits	17,243	30,526	(7,596)	-	-	-	0.00%	0.00%
Supplies	8,316	24,827	38,245	50,000	50,000	50,000	0.00%	0.00%
Services	513,214	410,800	227,305	1,250,000	2,000,000	1,518,000	60.00%	-24.10%
Capital Outlay	2,221,611	1,744,811	1,188,045	1,926,000	2,523,500	3,395,000	31.02%	34.54%
Principal	287,753	288,353	288,953	288,954	288,148	288,913	-0.28%	0.27%
Interest	34,448	27,333	19,815	26,495	15,659	13,903	-40.90%	-11.21%
Total Capital Expenses	3,129,731	2,604,552	1,795,843	3,541,449	4,877,307	5,265,816	37.72%	7.97%
Non-Cash Accounting Adjustments								
Operating Prior Period Adjustment	48,379	883,057	-	-	-	-	0.00%	0.00%
Capital Prior Period Adjustment	471,152	-	-	-	-	-	0.00%	0.00%
GASB 68 Pension Adjustment	-	(41,379)	-	-	-	-	0.00%	0.00%
Transfer Out for Debt Service	-	-	-	-	-	115,620	0.00%	0.00%
Indirect cost allocation	486,482	498,490	508,361	508,361	518,528	528,899	2.00%	2.00%
Total Non-Cash Accounting Adjustments	1,006,013	1,340,168	508,361	508,361	518,528	644,519	2.00%	24.30%
Total Expenses	6,032,657	6,705,758	4,955,500	6,591,228	8,133,869	8,729,475	23.40%	7.32%
Change in Fund Balance	(700,548)	(802,425)	2,210,610	376,772	(720,869)	256,525	-291.33%	-135.59%
Net working capital (Fund Balance)	2,063,218	1,252,311	4,273,828	1,629,083	3,552,959	3,809,484	118.10%	7.22%
Reconciliation to Financial Statements								
Net working capital (Fund Balance)	2,063,218	1,252,311	4,273,828	1,629,083	3,552,959	3,809,484	118.10%	7.22%
Net Investment in Capital Assets	30,550,544	32,270,650	31,393,081	34,858,793	38,706,339	42,828,733	11.04%	10.65%
Restricted for Debt Service	36,897	-	36,897	-	-	-	0.00%	0.00%
Total Net Position	\$ 32,650,659	\$ 33,522,961	\$ 35,703,807	\$ 36,487,876	\$ 42,259,298	\$ 46,638,217	15.82%	10.36%
Depreciation (capital asset reduction)	892,873	902,492	953,305	953,305	1,029,762	1,143,422	8.02%	11.04%

Capital Projects

The capital projects listed below are capital projects planned for the 2017-2018 biennium. The year in which the project is estimated to be completed has been provided. Additional information on the projects may be found in the Capital Improvement Program section of the budget.

	2017 Budget	2018 Budget	Anticipated Completion
Gilliam Creek 42 S Srfc Wtr Clvrt	\$ 1,035,000	\$ 115,000	2018
53rd Ave S Surface Water Drainage	360,000	360,000	2018
East Marg Wy S Stormwater Outfalls	365,000	1,111,000	2018
Soils Reclamation Facility	300,000	-	N/A
Tukwila 205 Levee Certification	447,000	1,360,000	2019
Surface Water GIS Inventory	67,000	100,000	N/A
Riverton Creek Flap Gate Removal	90,000	750,000	2018
Chinook Wind	665,000	15,000	2019
Nelson Side Channel	200,000	-	2017
Gilliam Creek Fish Barrier Removal	40,000	150,000	2018
S 131st PI Drainage Improvements	-	100,000	2019
Other (Annual Maint, etc)	997,000	902,000	N/A
Total Capital Projects	\$ 4,566,000	\$ 4,963,000	

Debt Service Requirements

The following chart provides information on debt service requirements, by debt issue, for the biennium.

<i>Debt Service</i>	<i>Project</i>	<i>2017 Budget</i>	<i>2018 Budget</i>
2015 Revenue Bonds	Allentown Phase II		
Principal		\$ 17,194	\$ 17,959
Interest		4,486	4,084
2015 Revenue Bonds Total Debt Service		21,680	22,043
PWTFL 2001	Duwamish/ Valley View		
Principal		11,597	11,597
Interest		290	232
PWTFL 2001 Total Debt Service		11,887	11,829
PWTFL 2004	Allentown Phase II		
Principal		37,212	37,212
Interest		1,488	1,302
PWTFL 2004 Total Debt Service		38,700	38,514
PWTFL 2004	Cascade View		
Principal		222,144	222,144
Interest		8,886	7,775
PWTFL 2004 Total Debt Service		231,030	229,919
Total Principal		288,146	288,912
Total Interest		15,151	13,393
Total Debt Service		\$ 303,297	\$ 302,305

Amortization of premiums and discounts are not included in this schedule but are included in the Revenue and Expense Summary statement.

Expenditure Detail - Salaries and Benefits

Salaries for budgeted positions are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

Surface Water Fund							
Position Description	2016 FTE	2017 FTE	2017 Budgeted		2018 FTE	2018 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Maint & Ops Superintendent	0.5	0.5	\$ 41,827	\$ 13,707	0.5	\$ 42,664	\$ 14,359
Maint & Ops Foreman	1.5	1.5	122,531	52,823	1.5	124,982	55,712
Maint & Ops Specialist	5.5	5.5	376,505	192,442	5.5	384,035	203,799
Senior Engineer	1	1	118,674	44,631	1	121,048	46,846
Engineer (NPDES Coord)	1	1	100,308	42,914	1	102,314	45,248
Sr. Maint & Ops Specialist	1	1	76,425	41,529	1	77,954	44,024
Inspector SW	1	1	73,290	35,195	1	74,756	37,225
Project Manager SW	1	1	98,293	42,641	1	100,259	44,996
Extra Labor			8,000	612		8,000	612
Overtime			9,000	688		9,000	688
Clothing Allowance				1,425			1,425
Department Total	12.5	12.5	\$ 1,024,855	\$ 468,607	12.5	\$ 1,045,012	\$ 494,934

Expenditure Detail Operations - Supplies, Services, and Other

Supplies include supplies specific to administering the surface water program. Services include engineering, surveying, repair and replacement costs of equipment, utilities, registrations, and credit card fees, among others. Intergovernmental includes excise tax and interfund utility tax.

Surface Water - Administration						
Account Number	2014 Actual	2015 Actual	2016 Proposed	2016 Budget	2017 Budget	2018 Budget
412.01.538.301.31.00 Supplies - Office & Operating	\$ 1,861	\$ 11,695	\$ -	\$ -	\$ -	\$ -
412.01.538.301.35.00 Small Tools & Minor Equipment -	590	1,753	-	-	-	-
412.01.538.380.31.00 Supplies -	-	1,098	14	-	-	-
412.01.538.380.31.01 Supplies - Community Education	143	-	46	1,000	1,000	1,000
412.01.538.380.31.02 Supplies -Operating	27,912	53,187	35,487	36,030	36,000	36,000
412.01.538.380.31.03 Supplies - Office & Safety	10,232	1,600	2,495	1,500	1,500	1,500
412.01.538.380.31.04 Supplies - Billing	1,630	2,801	543	-	3,000	-
412.01.538.380.31.90 Supplies - Central	-	-	-	-	-	-
412.01.538.380.35.00 Small Tools & Minor Equipment - Minor tools	3,082	2,309	3,708	5,000	4,000	4,000
412.01.538.380.35.01 Small Tools & Minor Equipment - Traffic Control Devices	-	-	1,000	1,000	1,000	1,000
Total Supplies	45,450	74,443	43,295	44,530	46,500	43,500
412.01.538.301.41.00 Prof Svcs - Project expense	46,583	352,546	-	-	-	-
412.01.538.301.42.00 Communication -	-	372	348	-	-	-
412.01.538.301.43.00 Travel - Mileage, parking	-	-	-	-	-	-
412.01.538.301.44.00 Advertising -	959	-	-	-	-	-
412.01.538.301.45.00 Rental - Other	-	-	-	-	-	-
412.01.538.301.48.00 R&M - Equipment repair	72,962	3,970	-	-	-	-
412.01.538.301.49.00 Misc - Project expense	2,800	2,354	-	-	-	-
412.01.538.380.41.00 Prof Svcs - Engineering and surveying	548	147,789	144,003	2,000	2,000	2,000
412.01.538.380.41.01 Prof Svcs - Utility one call services	476	436	361	370	400	400
412.01.538.380.41.02 Prof Svcs - CDLs hearing and physicals	992	751	704	1,200	1,200	1,200
412.01.538.380.41.05 Prof Svcs - PCB Analysis	-	-	-	-	-	-
412.01.538.380.42.00 Communication - Phone bills and Nextels	482	483	1,944	2,000	2,000	2,000
412.01.538.380.43.00 Travel - Mileage, meals and parking	2,165	1,868	4,603	2,000	2,000	2,000
412.01.538.380.44.00 Advertising - Ads for jobs	-	-	500	500	500	500
412.01.538.380.45.00 Rental - Trackhoes, backhoes, loaders, forklifts, and surface water supplies	1,519	714	6,785	5,000	4,000	4,000
412.01.538.380.45.94 Rental - Equipment Replacement Fund	73,537	200,134	172,339	87,553	230,345	230,345
412.01.538.380.45.95 Rental - Equipment Rental O & M	78,559	101,198	91,972	84,066	98,275	100,241
412.01.538.380.46.00 Insurance - WCIA	16,464	-	-	19,465	-	-
412.01.538.380.46.01 Insurance - WCIA	-	-	19,465	-	22,280	24,508
412.01.538.380.46.04 Insurance - WCIA	-	18,538	-	-	-	-
412.01.538.380.47.00 Public Utility - Electrical, gas, water and sewer utilities for storm lift stations	12,506	709	15,038	16,500	5,000	5,000
412.01.538.380.47.01 Public Utility - Hauling dirt, asphalt & concrete disposal, garbage disp.	27,991	26,647	49,148	70,000	60,000	60,000
412.01.538.380.47.02 Public Utility - Electrical service	497	539	464	400	500	500
412.01.538.380.47.03 Public Utility - Storm filter cleaning	-	-	30,000	30,000	-	-
412.01.538.380.47.04 Public Utility - Spill Response & Disposal	2,114	49	30,021	30,000	30,000	30,000
412.01.538.380.47.21 Public Utility - Electric	-	7,103	4,266	-	7,500	7,500
412.01.538.380.47.25 Public Utility - Water	-	1,006	324	-	1,500	1,500
412.01.538.380.47.26 Public Utility - Surface Water	-	2,332	1,396	-	2,500	2,500

Expenditure Detail Operations - Supplies, Services, and Other, Continued

Surface Water - Administration Continued						
Account Number	2014 Actual	2015 Actual	2016 Proposed	2016 Budget	2017 Budget	2018 Budget
412.01.538.380.48.02 R&M - Storm pump station telemetry repairs for alarm monitoring	-	7,710	973	4,000	4,000	4,000
412.01.538.380.49.00 Misc - Reg, tuition, memberships, software upgrades, publications &	5,214	(1,802)	2,979	6,000	6,000	6,000
412.01.538.380.49.01 Misc - King County recording lien fees for delinquent surface water bills	9,000	3,000	3,800	-	-	15,000
412.01.538.380.49.08 Misc - PPI credit card fees	11,572	16,303	10,981	7,000	17,500	17,500
Total Services	368,954	896,765	594,431	370,070	499,517	518,712
412.01.538.380.53.00 Ext taxes & operating assessments	49,714	60,050	60,274	50,000	50,000	50,000
412.01.538.380.54.12 Interfund Taxes - Utility tax	424,498	510,127	586,801	585,700	618,000	636,000
Total Intergovernmental	474,211	570,177	647,074	635,700	668,000	686,000
Total Supplies, Services and Other	\$ 888,616	\$ 1,541,385	\$ 1,284,800	\$ 1,050,300	\$ 1,214,017	\$ 1,248,212

Expenditure Detail Capital - Supplies, Services, and Other

Supplies include items for capital projects. Services include construction management costs. Capital includes construction and purchase of capital assets.

Surface Water - Capital Outlays						
Account Number	2014 Actual	2015 Actual	2016 Projected	2016 Budget	2017 Budget	2018 Budget
412.98.594.382.31.00 Supplies -Office and Operating	\$ 7,791	\$ 24,827	\$ 38,245	\$ 50,000	\$ 50,000	\$ 50,000
412.98.594.382.35.00 Small Tools & Minor Equipment -	525	-	-	-	-	-
Total Supplies	8,316	24,827	38,245	50,000	50,000	50,000
412.98.594.382.41.00 Prof Svcs - Construction management	511,876	406,760	223,186	1,250,000	2,000,000	1,518,000
412.98.594.382.42.00 Communication - Postage	-	-	-	-	-	-
412.98.594.382.44.00 Advertising - Bid ads	1,339	1,017	4,600	-	-	-
412.98.594.382.48.00 R&M - Crushed rock, other repair	-	3,023	-	-	-	-
412.98.594.382.49.00 Misc - Other	-	-	(589)	-	-	-
Total Services	513,214	410,800	227,197	1,250,000	2,000,000	1,518,000
412.01.594.380.64.00 Capital - Machinery & equipment	-	-	-	-	7,500	-
412.98.594.382.61.00 Capital - Land	-	-	-	-	150,000	-
412.98.594.382.64.00 Capital - Machinery & equipment	14,797	-	-	-	-	-
412.98.594.382.65.00 Capital - Construction projects	2,206,815	1,744,811	1,188,045	1,926,000	2,366,000	3,395,000
Total Other	2,221,611	1,744,811	1,188,045	1,926,000	2,523,500	3,395,000
Total Capital Outlays	\$ 2,743,141	\$ 2,180,438	\$ 1,453,486	\$ 3,226,000	\$ 4,573,500	\$ 4,963,000

INTERNAL SERVICE FUNDS

Internal service funds provide services City-wide that supports both governmental and enterprise activities. The City has three internal service funds:

- 1. *Equipment rental and replacement (ER&R)*** - All rolling stock and equipment, including fire apparatus, is purchased, maintained and scheduled for replacement through this fund. General fund departments and utility funds are charged for the cost of repairing, maintaining and insuring existing equipment and for the eventual replacement of the equipment through an annual replacement charge that is prorated over the estimated useful life of the equipment.
- 2. *Employee healthcare plan*** – The City administers a self-insured healthcare plan as a benefit to its employees. The plan includes medical, pharmacy, vision and dental benefits. The Washington State Insurance Commission oversees the plan. Plan costs are analyzed and projected forward three years by an actuary. The City's reserve policy stipulates a funding reserve equal to 2.5 times the incurred by not reported (IBNR) claims. The projection is reviewed annually and the premiums are adjusted to cover the projected costs and the reserve for the forthcoming year. Premiums are paid by the City through charges to the general fund departments and other funds with employees.
- 3. *LEOFF 1 Retiree Healthcare Plan*** – The City manages a self-insured healthcare plan for retired law enforcement officers and fire fighters that are members of the LEOFF 1 (Law Enforcement Officers and Fire Fighters) retirement plan. Membership is limited to eligible law enforcement officers and fire fighters hired prior to the March 1, 1970 establishment of LEOFF, as well as eligible members of LEOFF hired prior to October 1, 1977. The City has 40 retirees and 1 active LEOFF 1 member. The health benefits for the active LEOFF 1 member are paid from the Fund 502 Employee Healthcare Plan until retirement. The general fund Police and Fire departments pay the premiums for this plan.

Internal Service Fund - Financial Summary

Internal Service Funds - 2017				
	Equipment Rental & Replacement (ERR)	Employee Healthcare	LEOFF 1 Retiree Healthcare	Total Internal Service Funds
Operating Revenue				
<i>Charges for Services</i>				
ERR O&M charges	\$ 1,946,304	\$ -	\$ -	\$ 1,946,304
ERR replacement	690,596	-	-	690,596
Public Safety Plan Transfers In	460,000	-	-	460,000
Employer trust contributions	-	6,029,052	265,000	6,294,052
Employee contributions	-	77,000	-	77,000
<i>Total Charges for Services</i>	3,096,900	6,106,052	265,000	9,467,952
<i>Miscellaneous Revenue</i>				
Investment Earnings	14,269	96,000	3,340	113,609
Sale of capital assets	30,000	-	-	30,000
Other Misc Revenue	150	1,200	-	1,350
<i>Total Miscellaneous Revenue</i>	44,419	97,200	3,340	144,959
<i>Total Revenue</i>	3,141,319	6,203,252	268,340	9,612,911
Operating Expenses				
Salaries & Wages	400,861	-	-	400,861
Personnel Benefits	192,145	6,912,500	575,250	7,679,895
Supplies	758,000	-	-	758,000
Services	280,051	57,000	18,500	355,551
Intergovt Services & Taxes	-	-	-	-
Total Operating Expenses	1,631,057	6,969,500	593,750	9,194,307
Capital Expenses				
Capital Project Expenses	1,999,000	-	-	1,999,000
Total Capital Expenses	1,999,000	-	-	1,999,000
Indirect cost allocation	322,910	123,117	12,549	458,575
<i>Total Expenses</i>	3,952,966	7,092,617	606,299	11,651,882
Change in Fund Balance	(811,647)	(889,365)	(337,959)	(2,038,971)
Beginning Fund Balance	5,592,380	1,175,682	1,210,204	7,978,266
Ending Fund Balance	\$ 4,780,733	\$ 286,317	\$ 872,246	\$ 5,939,295

Internal Service Funds - 2018				
	Equipment Rental & Replacement (ERR)	Employee Healthcare	LEOFF 1 Retiree Healthcare	Total Internal Service Funds
Operating Revenue				
<i>Charges for Services</i>				
ERR O&M charges	\$ 1,965,872	\$ -	\$ -	\$ 1,965,872
ERR replacement	684,686	-	-	684,686
Public Safety Plan Transfers In	1,450,000	-	-	1,450,000
Employer trust contributions	-	6,506,291	265,000	6,771,291
Employee contributions	-	77,000	-	77,000
<i>Total Charges for Services</i>	4,100,558	6,583,291	265,000	10,948,849
<i>Miscellaneous Revenue</i>				
Investment Earnings	14,269	96,000	3,340	113,609
Sale of capital assets	30,000	-	-	30,000
Other Misc Revenue	150	1,200	-	1,350
<i>Total Miscellaneous Revenue</i>	44,419	97,200	3,340	144,959
<i>Total Revenue</i>	4,144,977	6,680,491	268,340	11,093,808
Operating Expenses				
Salaries & Wages	408,541	-	-	408,541
Personnel Benefits	203,071	7,900,310	603,410	8,706,791
Supplies	758,000	-	-	758,000
Services	274,288	57,000	6,500	337,788
Intergovt Services & Taxes	-	-	-	-
Total Operating Expenses	1,643,900	7,957,310	609,910	10,211,120
Capital Expenses				
Capital Project Expenses	2,254,225	-	-	2,254,225
Total Capital Expenses	2,254,225	-	-	2,254,225
Indirect cost allocation	329,368	125,579	13,804	468,751
<i>Total Expenses</i>	4,227,493	8,082,889	623,714	12,934,096
Change in Fund Balance	(82,516)	(1,402,398)	(355,374)	(1,840,288)
Beginning Fund Balance	4,780,733	286,317	872,246	5,939,295
Ending Fund Balance	\$ 4,698,217	\$ (1,116,082)	\$ 516,872	\$ 4,099,007



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DEPARTMENT: Public Works
FUND: Equipment Rental & Replacement
RESPONSIBLE MANAGER: Bob Giberson

FUND NUMBER: 501
POSITION: Director

Description

The mission of the Equipment Rental 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 193 vehicles and 134 other pieces of equipment.

2015-2016 Accomplishments

- ◆ Incorporated idle reduction technology in PD patrol and Fire pumpers for fuel savings and reduced CO2 emissions.
- ◆ Eliminated the need for an auxiliary diesel engine on the Vactor by using hydraulic power off of the main drive engine, reducing CO2 emissions, fuel usage, and maintenance.
- ◆ Purchased Ford IDA downlink and diagnostic software, which has reduced vehicle down time and repair costs.
- ◆ Added another motorcycle lift to accommodate the longer wheel base motorcycles. This has allowed most motorcycle repairs and maintenance to be done in-house.
- ◆ Trained staff in Pierce fire apparatus TAK-4 front suspension, Pierce's Command Zone electronic controls, along with annual fire certification training.

2017-2018 Indicators of Success

- ◆ Continue to promote the pool car program for maximum use of shared resources.
- ◆ Evaluate and adjust replacement plan for cost effective and appropriate replacement solutions.

Performance Measures

	2014 Actual	2015 Actual	2016 Estimated	2017 Projection	2018 Projection
Improve fleet service					
Work orders issued (number of service tickets)	1,481	1,442	1,500	1,530	1,561
Preventive Maintenance (PM) completed	397	378	396	383	390.15
Gallons of Fuel Consumed	127,494	132,385	135,000	137,700	140,454
Number of Accidents	72	68	83	75	75
Capital					
Number of new patrol vehicles purchased	3	3	3	13	2
Average Age of Fleet	10 years	10.4 years	10.5 years	10 years	10 years
Inventory					
Number of passenger vehicles	154	156	157	160	161
Number of motorcycles	6	6	6	6	6
Number of pieces of medium / heavy equipment (dump trucks, etc)	65	66	66	66	67

Revenue and Expense Summary

Equipment Rental & Replacement								
	2014 Actual	2015 Actual	2016 Projected	2016 Budget	2017 Budget	2018 Budget	2016-17 % Change	2017-18 % Change
Operating Revenue								
<i>Charges for Services</i>								
ERR O&M Dept Charges	\$ 1,539,500	\$ 1,603,596	\$ 1,922,291	\$ 1,885,680	\$ 1,946,304	\$ 1,965,872	3.21%	1.01%
Equipment Replacement Charges	989,190	1,390,813	977,342	1,111,203	690,596	684,686	-37.85%	-0.86%
<i>Total Charges for Services</i>	2,528,690	2,994,409	2,899,633	2,996,883	2,636,900	2,650,558	-12.01%	0.52%
<i>Miscellaneous Revenue</i>								
Investment Earnings	(1,662)	59,745	20,310	14,269	14,269	14,269	0.00%	0.00%
Other Misc Revenue	1,078	892	335	150	150	150	0.00%	0.00%
<i>Total Miscellaneous Revenue</i>	(584)	60,638	20,645	14,419	14,419	14,419	0.00%	0.00%
Sale of Capital Assets	36,162	33,422	75,597	442,791	30,000	30,000	-93.22%	0.00%
Transfers In - Fund 305	-	-	-	-	460,000	1,450,000	0.00%	215.22%
<i>Total Revenue</i>	2,564,269	3,088,468	2,995,874	3,454,093	3,141,319	4,144,977	-9.06%	31.95%
Operating Expenses								
Salaries & Wages	381,426	383,690	392,189	397,996	400,861	408,541	0.72%	1.92%
Personnel Benefits	154,481	150,222	179,259	176,210	192,145	203,071	9.04%	5.69%
Supplies	608,510	527,610	641,263	746,979	758,000	758,000	1.48%	0.00%
Services	98,600	232,558	277,197	239,190	280,051	274,288	17.08%	-2.06%
Intergovt Services & Taxes	3	4	566	-	-	-	0.00%	0.00%
Total Operating Expenses	1,243,020	1,294,084	1,490,475	1,560,375	1,631,057	1,643,900	4.53%	0.79%
Capital Expenses								
Capital Outlay	584,097	1,288,808	487,641	533,000	1,999,000	2,254,225	275.05%	12.77%
Indirect cost allocation	298,930	310,431	316,578	316,578	322,910	329,368	2.00%	2.00%
<i>Total Expenses</i>	2,126,047	2,893,323	2,294,694	2,409,953	3,952,966	4,227,493	64.03%	6.94%
Change in Fund Balance	438,222	195,145	701,181	1,044,140	(811,647)	(82,516)	-177.73%	-89.83%
Beginning Fund Balance	4,257,832	4,696,054	4,891,199	4,557,700	5,592,380	4,780,733	22.70%	-14.51%
Ending Fund Balance	\$ 4,696,054	\$ 4,891,199	\$ 5,592,380	\$ 5,601,840	\$ 4,780,733	\$ 4,698,217	-14.66%	-1.73%

Schedule of New and Replacement Purchases in 2017-2018

CURRENT UNIT	UNIT #	PURCHASE YEAR		Estimated Replacement Year	REPLACEMENT UNIT
		2017	2018		
<u>POLICE:</u>					
1 ER Admin Sedan	1714	62,000		2024	ER Admin Sedan
2 Patrol SUV, Traffic	1715	78,000		2022	Patrol SUV (non B/W)
3 Patrol SUV	1729	78,000		2022	Patrol SUV
4 Patrol SUV	1730	78,000		2022	Patrol SUV
5 Patrol SUV	1733	78,000		2022	Patrol SUV
6 Patrol SUV	1735	78,000		2022	Patrol SUV
7 Patrol SUV	1738	78,000		2022	Patrol SUV
8 Patrol SUV	1739	78,000		2022	Patrol SUV
9 Patrol SUV	1740	78,000		2022	Patrol SUV
10 Patrol SUV	1725		78,000	2022	Patrol SUV
11 Patrol SUV	1742		78,000	2022	Patrol SUV
12	(NEW)	78,000		2022	Patrol SUV, 2 nd CLO ^(c)
13 Motorcycle	1084	47,000		2023	Motorcycle
14 Motorcycle	1082	47,000		2024	Motorcycle
15 Motorcycle	1083	47,000		2024	Motorcycle
16 Detective Sedan	7100	32,000		2027	Detective Sedan
17	(NEW)	32,000		2027	Detective Sedan ^(b)
<u>FIRE:</u> ^(a)					
<u>STREET:</u>					
18 Paint Striper	1445	80,000		2032	Paint Striper
19 1-ton Flatbed w/ crane	1295	45,000		2042	1-ton Flatbed w/ crane ^(e)
20	(NEW)	28,000		2042	Bituminous Marker Adhesive Melter and Applicator
21 3/4-ton Dump Truck	1213	50,000		2037	3/4-ton Dump Truck
22 Sweeper	1466		240,000	2028	Sweeper
<u>SURFACE WATER:</u>					
23	(NEW)	55,000		2032	1-ton Service Truck ^(c)
<u>WATER:</u>					
24 Grumman Step Van	1212		100,000	2028	Service Truck
<u>RECREATION:</u>					
25 15-Passenger Van	1202	37,000		2027	15-Passenger Van
26 15-Passenger Van	1216		37,000	2028	15-Passenger Van
<u>PARKS:</u>					
27 1/2-ton Pickup	1205		45,000	2033	1/2-ton Pickup Ext Cab 4x4 w/ Lift Gate
28 3/4-ton Dump	1215	50,000		2037	3/4-ton Dump Crew Cab, high sides

CURRENT UNIT	UNIT #	PURCHASE YEAR		Estimated Replacement Year	REPLACEMENT UNIT
		2017	2018		
<u>GOLF:</u>					
29 Utility Cart	1062	10,000		2027	Utility Cart
30 1/4-ton Pickup	1259	34,000		2027	1/2-ton Pickup
31 Mower, Greens	1656		35,000	2028	Tractor
32 Mower, Greens	6606		21,700	2028	Mower, Greens
33 Blower, Trailer-mounted	6602		8,025	2028	Blower, Trailer-mounted
34 Mower, Rotary Rough	6609		66,500	2025	Mower, Rotary Rough
35 1/4-ton Pickup	1293		35,000	2028	Ditch Witch ^(d)
<u>ADMINISTRATION:</u>					
36 Admin Sedan, Station Wagon	1133	30,000		2027	SUV, Escape
<u>TECHNOLOGY & INNOVATION SERVICES:</u>					
37 Cargo Van	1223	40,000		2027	IT Service Van
<u>BUILDING MAINTENANCE:</u>					
38	(NEW)	35,000		2032	Cargo Van, Custodial
39 Cargo Van, Maintenance Tech	1236		45,000	2033	3/4-ton Pickup, Crew Cab
<u>EQUIPMENT RENTAL:</u>					
40 Admin Sedan	1166	35,000		2032	Pickup, Crew Cab
41 Welder, Mig Gun & Trailer	1808	20,000		2037	Welder, Mig Gun & Trailer
42 Oil Filter Crusher	1811	6,000		2037	Oil Filter Crusher
Total by YEAR		\$ 1,524,000	\$ 789,225		
Grand Total		\$ 2,313,225			

^(a) Fire Department equipment capital purchases are included in the Public Safety Plan bond ballot measure.

^(b) New vehicle to support the already added full-time detective position transferred from Crime Prevention in 2016.

^(c) Purchase dependent upon corresponding position approval.

^(d) Transfer unit 6607 to Parks in 2016. Parks will eliminate #1293. Add Ditch Witch to GC inventory in 2018.

^(e) Modify to include button truck chair and equipment allowing for dual-use of vehicle.

Expenditure Detail – Salaries and Benefits

Salaries for budgeted positions are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

<i>Equipment Rental & Replacement</i>							
Position Description	2016 FTE	2017 FTE	2017 Budgeted		2018 FTE	2018 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Maint & Ops Superintendent	1	1	\$ 99,414	\$ 38,827	1	\$ 101,402	\$ 40,829
Fleet Technician	4	4	284,589	149,982	4	290,281	158,907
Extra Labor			15,000	2,244		15,000	2,244
Overtime			1,858	142		1,858	142
Clothing Allowance			-	950		-	950
Department Total	5	5	\$ 400,861	\$ 192,145	5	\$ 408,541	\$ 203,071

Expenditure Detail - Supplies, Services, and Other

Supplies include office supplies as well as repair and maintenance parts for vehicles maintained by the City and small tools. Services include equipment repair and replacement charges, liability insurance, and fleet repairs by outside vendors, among others. Capital includes equipment replacement purchases schedule for the 2017-2018 biennium.

Equipment Rental & Replacement							
Account Number		2014 Actual	2015 Actual	2016 Projected	2016 Budget	2017 Budget	2018 Budget
501.01.548.650.31.00	Supplies - Office & Operating	\$ 2,828	\$ 2,782	\$ 2,738	\$ 2,979	\$ 3,000	\$ 3,000
501.01.548.650.34.01	Supplies - Repair & Maintenance	151,524	158,552	180,567	200,000	200,000	200,000
501.01.548.650.34.02	Supplies - Inventory/Resale Items	47,559	60,180	64,320	55,000	65,000	65,000
501.01.548.650.34.03	Supplies - Fuel	405,992	303,985	388,505	485,000	485,000	485,000
501.01.548.650.35.00	Small Tools & Minor Equipment - Tools	607	2,110	5,134	4,000	5,000	5,000
Total Supplies		608,510	527,610	641,263	746,979	758,000	758,000
501.01.548.650.41.00	Prof Svcs - DOT health exams, drug	2,252	1,856	2,018	1,750	1,750	1,750
501.01.548.650.42.00	Communication - Phone charges, Nextels,	1,334	1,808	1,373	1,000	2,000	2,000
501.01.548.650.43.00	Travel - Parking, mileage	103	814	983	-	1,500	1,500
501.01.548.650.45.00	Rental - Equipment lease	1,027	1,027	1,041	1,050	1,100	1,100
501.01.548.650.45.94	Rental - Equipment Replacement	16,568	24,371	47,777	29,045	54,452	48,542
501.01.548.650.45.95	Rental - Equipment O & M	15,691	15,426	14,662	14,019	21,675	21,822
501.01.548.650.46.00	Insurance - Liability and property program	10,975	-	-	62,545	65,574	65,574
501.01.548.650.46.02	Insurance - Auto/physical damage	-	62,986	66,399	-	-	-
501.01.548.650.48.00	R&M - Fleet repairs by outside vendors	38,132	111,795	132,631	120,781	120,000	120,000
501.01.548.650.49.00	Misc - Reg., trng, memberships, laundry	12,519	12,476	10,315	9,000	12,000	12,000
Total Services		98,600	232,558	277,197	239,190	280,051	274,288
501.01.548.650.53.00	Ext taxes & assessments	3	4	566	-	-	-
Total Intergovernmental		3	4	566	-	-	-
501.01.594.480.64.00	Capital - Machinery & equipment	-	-	15,000	15,000	15,000	15,000
501.02.594.480.64.00	Capital - Machinery & equipment	584,097	1,288,808	472,641	518,000	1,984,000	2,239,225
Total Other		584,097	1,288,808	487,641	533,000	1,999,000	2,254,225
Total Supplies, Services and Other		\$ 1,291,210	\$ 2,048,979	\$ 1,406,668	\$ 1,519,169	\$ 3,037,051	\$ 3,286,513



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DEPARTMENT: Finance**FUND:** Self Insured Healthcare Plan**RESPONSIBLE MANAGER:** Peggy McCarthy**FUND NUMBER:** 502**POSITION:** Director**Description**

This fund accounts for the City's self-insured healthcare plan. This fund receives contributions on behalf of the employees through premiums charged to their respective organization units. Healthcare claims, program administrative fees and a Wellness Program are expensed in this fund.

2015 – 2016 Accomplishments

- ◆ Made plan changes consistent with the Affordable Care Act including offering participation in the plan to Councilmembers. **Strategic Goal 5**
- ◆ Adopted an actuarial based rate setting and reserve funding policy and procedures in response to changes in state law governing self-insured healthcare plans. **Strategic Goal 5**
- ◆ Made changes in funding level to reduce plan overfunding and achieve balance between annual premium charges and maintenance of reserve levels. **Strategic Goal 5**

2017-2018 Outcome Goals

- ◆ Continue to respond to, and in comply, with the Patient Protection and Affordable Care Act (PPACA). **Strategic Goal 5**
- ◆ Review and adjust plan benefit structure to avoid paying the "Cadillac tax," an annual 40% excise tax on plans with premiums exceeding \$10,200 for individuals or \$27,500 for families (not including vision and dental benefits) starting in 2020. **Strategic Goal 5**

2017-2018 Indicators of Success

- ◆ A premium structure that adequately funds the plan and maintains a smooth and predictable premium trajectory is achieved. **Strategic Goal 5**
- ◆ Plan is structured such that the PPACA excise tax is not assessed. **Strategic Goal 5**
- ◆ A balance is maintained between Plan benefits and City priorities. **Strategic Goal 5**

Revenue and Expense Summary

<i>Self Insured Healthcare Plan</i>								
	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% Change	% Change
Operating Revenue								
Employer Trust Contributions	\$ 4,436,091	\$ 4,900,091	\$ 5,385,317	\$ 5,416,244	\$ 5,999,527	\$ 6,474,405	10.77%	7.92%
Employee Contributions	61,380	111,823	112,415	81,020	77,000	77,000	-4.96%	0.00%
Employee Benefit Programs	950	1,955	1,893	1,200	1,200	1,200	0.00%	0.00%
Investment Earnings	166,583	36,436	102,220	95,565	96,000	96,000	0.46%	0.00%
Total Operating Revenue	4,665,004	5,050,306	5,601,846	5,594,029	6,173,727	6,648,605	10.36%	7.69%
Operating Expenses								
Self-Insured Medical Claims	4,668,252	3,260,074	4,145,206	4,365,218	4,200,000	4,424,000	-3.78%	5.33%
Dental Claims	557,481	614,537	567,279	506,213	565,000	583,978	11.61%	3.36%
Prescription Claims	868,671	900,448	1,000,697	680,551	1,050,000	1,084,400	54.29%	3.28%
Vision Claims	26,648	28,491	28,739	21,710	30,000	32,300	38.19%	7.67%
Stop Loss Reimbursements	(139,960)	(21,234)	(67,224)	(75,000)	(75,000)	(75,750)	0.00%	1.00%
Prescription Fees	(31)	-	-	-	-	-	0.00%	0.00%
TPA Admin Fees	201,521	216,443	179,369	184,061	220,000	237,200	19.53%	7.82%
Excess Loss Premiums	324,868	387,649	406,338	407,185	523,000	564,350	28.44%	7.91%
IBNR Adjustment	-	-	(28,500)	77,000	149,500	117,750	94.16%	-21.24%
Professional Services	29,365	16,859	29,171	31,900	32,000	32,000	0.31%	0.00%
Miscellaneous	2,505	24,510	8,296	6,700	7,000	7,000	4.48%	0.00%
Wellness Program	17,392	13,763	18,029	18,000	18,000	18,000	0.00%	0.00%
Total Operating Expenses	6,556,711	5,441,541	6,287,399	6,223,538	6,719,500	7,025,228	7.97%	4.55%
Indirect cost allocation	75,500	119,964	120,703	120,703	123,117	125,579	2.00%	2.00%
Total Expenses	6,632,211	5,561,505	6,408,102	6,344,241	6,842,617	7,150,807	7.86%	4.50%
Beginning Fund Balance	4,460,344	2,493,137	1,981,938	2,344,927	1,175,682	506,792	-49.86%	-56.89%
Change in Fund Balance	(1,967,207)	(511,199)	(806,256)	(750,212)	(668,890)	(502,202)	-10.84%	-24.92%
Ending Fund Balance	\$ 2,493,137	\$ 1,981,938	\$ 1,175,682	\$ 1,594,715	\$ 506,792	\$ 4,589	-68.22%	-99.09%
Unrestricted	2,493,137	1,981,938	1,175,682	1,594,715	506,792	4,589	-68.22%	-99.09%
IBNR reserve	2,260,000	1,947,500	1,919,000	1,919,000	2,068,500	2,186,250	7.79%	5.69%

Expenditure Detail – Benefits and Services

Employee benefits costs include medical, vision, and dental claims for all employees and dependents. Services includes broker fees, other healthcare plan fees, and Wellness program costs.

Self Insured Healthcare Plan							
Account Number		Actual		Projected 2016	Budget		
		2014	2015		2016	2017	2018
502.00.517.370.25.00	Benefits - Self insured medical claims	\$4,668,252	\$3,260,074	\$4,145,206	\$4,365,218	\$4,200,000	\$4,424,000
502.00.517.370.25.01	Benefits - Dental claims	557,481	614,537	567,279	506,213	565,000	583,978
502.00.517.370.25.02	Benefits - Prescription claims	868,671	900,448	1,000,697	680,551	1,050,000	1,084,400
502.00.517.370.25.03	Benefits - Vision claims	26,648	28,491	28,739	21,710	30,000	32,300
502.00.517.370.25.04	Benefits - Stop loss reimbursements	(139,960)	(21,234)	(67,224)	(75,000)	(75,000)	(75,750)
502.00.517.370.25.05	Benefits - Prescription fees	(31)	-	-	-	-	-
502.00.517.370.25.06	Benefits - TPD Admin fees	201,521	216,443	179,369	184,061	220,000	237,200
502.00.517.370.25.07	Benefits - Excess loss premiums	324,868	387,649	406,338	407,185	523,000	564,350
502.00.517.370.25.10	Benefits - IBNR adjustment	-	-	(28,500)	77,000	149,500	117,750
Total Benefits		6,507,449	5,386,409	6,231,903	6,166,938	6,662,500	6,968,228
502.00.517.370.41.00	Prof Svcs - Broker fees	29,365	16,859	29,171	31,900	32,000	32,000
502.00.517.370.49.00	Misc - Other healthcare plan fees	2,505	24,510	8,296	6,700	7,000	7,000
502.00.517.900.49.01	Misc - Wellness program	17,392	13,763	18,029	18,000	18,000	18,000
Total Services		49,262	55,132	55,496	56,600	57,000	57,000
Total Benefits and Services		\$6,556,711	\$5,441,541	\$6,287,399	\$6,223,538	\$6,719,500	\$7,025,228



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DEPARTMENT: Finance
FUND: LEOFF I Retiree Self-Insured Healthcare Plan
RESPONSIBLE MANAGER: Peggy McCarthy

DIVISION: N/A
FUND NUMBER: 503
POSITION: Director

Description

This fund accounts for the City's self-insured healthcare 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. Healthcare claims and program administrative fees are expensed in this fund.

2015 – 2016 Accomplishments

- ◆ Made plan changes consistent with the Affordable Care Act including offering participation in the plan to Councilmembers. **Strategic Goal 5**
- ◆ Adopted an actuarial based rate setting and reserve funding policy and procedures in response to changes in state law governing self-insured healthcare plans. **Strategic Goal 5**
- ◆ Made changes in funding level to reduce plan overfunding and achieve balance between annual premium charges and maintenance of reserve levels. **Strategic Goal 5**

2017 – 2018 Outcome Goals

- ◆ Optimize use of Medicare insurance coverage to manage plan costs. **Strategic Goal 5**
- ◆ Continue to analyze and revise funding structure to achieve a smooth and predictable premium trend. **Strategic Goal 5**

2017 – 2018 Indicators of Success

- ◆ A smooth funding trend is achieved. **Strategic Goal 5**
- ◆ Reserves levels are maintained. **Strategic Goal 5**
- ◆ Costs are managed and stabilized. **Strategic Goal 5**

Revenue and Expense Summary

LEOFF 1 Self Insured Healthcare Plan								
	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% Change	% Change
Operating Revenue								
Employer Trust Contributions	300,000	950,656	598,782	565,000	265,000	265,000	-53.10%	0.00%
Other	-	278,744	-	-	-	-	0.00%	0.00%
Investment Earnings	598	226	2,191	3,340	3,340	3,340	0.00%	0.00%
Total Operating Revenue	300,598	1,229,626	600,974	568,340	268,340	268,340	-52.79%	0.00%
Operating Expenses								
Self-Insured Medical Claims	1,245,047	186,627	170,040	264,183	250,000	265,000	-5.37%	6.00%
Dental Claims	36,806	29,804	29,543	33,874	34,000	36,040	0.37%	6.00%
Prescription Claims	151,479	149,571	154,937	147,183	160,000	169,600	8.71%	6.00%
Vision Claims	6,499	7,714	5,134	6,499	8,000	8,480	23.10%	6.00%
Stop Loss Reimbursements	(601,315)	(67,395)	-	-	-	-	0.00%	0.00%
Prescription Fees	(2)	-	-	-	-	-	0.00%	0.00%
TPA Admin Fees	17,126	17,346	18,307	18,196	20,000	21,200	9.91%	6.00%
Excess Loss Premiums	17,798	20,597	22,472	25,101	25,000	26,500	-0.40%	6.00%
Long Term Care Insurance	12,187	12,187	11,294	25,064	14,000	14,840	-44.14%	6.00%
IBNR Adjustment	-	-	(30,000)	27,100	11,250	8,750	-58.49%	-22.22%
Retiree Medical Reimbursement	20,901	11,757	16,124	19,800	20,000	20,000	1.01%	0.00%
Retiree Medicare Reimbursement	27,039	27,057	33,530	33,000	33,000	33,000	0.00%	0.00%
Professional Services	15,865	5,840	2,208	5,183	18,000	6,000	247.29%	-66.67%
Miscellaneous	500	500	250	800	500	500	-37.50%	0.00%
Total Operating Expenses	949,930	401,606	433,840	605,983	593,750	609,910	-2.02%	2.72%
Indirect cost allocation	9,906	11,186	11,408	11,408	12,549	13,804	10.00%	10.00%
Total Expenses	959,836	412,792	445,248	617,391	606,299	623,714	-1.80%	2.87%
Beginning Fund Balance	896,882	237,644	1,054,479	255,032	1,210,204	872,246	374.53%	-27.93%
Change in Fund Balance	(659,238)	816,834	155,726	(49,051)	(337,959)	(355,374)	588.99%	5.15%
Ending Fund Balance	\$ 237,644	\$1,054,479	\$1,210,204	\$ 205,981	\$ 872,246	\$ 516,872	323.46%	-40.74%
Unrestricted	237,644	1,054,479	1,210,204	205,981	872,246	516,872	323.46%	-40.74%
IBNR reserve	285,750	221,250	191,250	191,250	202,500	211,250	5.88%	4.32%

Expenditure Detail – Benefits and Services

Employee benefits costs include medical, vision, and dental claims for LEOFF I members. Services includes broker fees and other healthcare plan fees.

LEOFF 1 Self Insured Healthcare Plan						
Account Number	Actual		Projected 2016	Budget		
	2014	2015		2016	2017	2018
503.00.517.200.25.00 Benefits - Self-insured medical & dental	\$ 1,245,047	\$ 186,627	\$ 170,040	\$ 264,183	\$ 250,000	\$ 265,000
503.00.517.200.25.01 Benefits - Dental claims	36,806	29,804	29,543	33,874	34,000	36,040
503.00.517.200.25.02 Benefits - Prescription claims	151,479	149,571	154,937	147,183	160,000	169,600
503.00.517.200.25.03 Benefits - Vision claims	6,499	7,714	5,134	6,499	8,000	8,480
503.00.517.200.25.04 Benefits - Stop loss reimbursements	(601,315)	(67,395)	-	-	-	-
503.00.517.200.25.05 Benefits - Prescription fees	(2)	-	-	-	-	-
503.00.517.200.25.06 Benefits - TPA admin fees	17,126	17,346	18,307	18,196	20,000	21,200
503.00.517.200.25.07 Benefits - Excess loss premiums	17,798	20,597	22,472	25,101	25,000	26,500
503.00.517.200.25.08 Benefits - Long term care	12,187	12,187	11,294	25,064	14,000	14,840
503.00.517.200.25.10 Benefits - IBNR adjustment	-	-	(30,000)	27,100	11,250	8,750
503.00.517.200.25.20 Benefits - Medical,dental,life,optical	20,901	11,757	16,124	19,800	20,000	20,000
503.00.517.200.25.21 Benefits - Medical,dental,life,optical	27,039	27,057	33,530	33,000	33,000	33,000
Total Benefits	933,565	395,266	431,381	600,000	575,250	603,410
503.00.517.200.41.00 Prof Svcs - Broker fees	15,865	5,840	2,208	5,183	18,000	6,000
503.00.517.200.49.00 Misc - Plan document fees	500	500	250	800	500	500
Total Services	16,365	6,340	2,458	5,983	18,500	6,500
Total Benefits and Services	\$ 949,930	\$ 401,606	\$ 433,840	\$ 605,983	\$ 593,750	\$ 609,910

DEPARTMENT: N/A
FUND: Firemen's Pension
RESPONSIBLE MANAGER: Peggy McCarthy

DIVISION: N/A
FUND NUMBER: 611
POSITION: Director

Description

This fund exists to support ten (10) firefighters who qualify for a City pension system prior to 1971.

Firemen's Pension Fund 611								
	Actual		Projected	Budget			2016-17	2017-18
	2014	2015	2016	2016	2017	2018	% Change	% Change
Operating Revenue								
Fire Insurance Premium Tax	\$ 64,114	\$ 63,590	\$ 66,360	\$ 56,650	\$ -	\$ -	0.00%	0.00%
Interest	1,805	2,667	5,594	2,000	2,000	2,000	0.00%	0.00%
Transfer In-Fire Ins Prem Tax	-	-	-	-	67,687	69,041	0.00%	2.00%
Total Revenue	65,919	66,258	71,954	58,650	69,687	71,041	18.82%	1.94%
Operating Expenses								
Supplemental Pension	61,863	58,277	61,727	107,727	62,727	66,491	-41.77%	6.00%
Services	-	4,500	19,000	25,000	10,000	10,000	-60.00%	0.00%
Total Expenses	61,863	62,777	80,727	132,727	72,727	76,491	-45.21%	5.17%
Beginning Fund Balance	1,408,970	1,413,026	1,416,507	1,425,923	1,407,734	1,404,694	-1.28%	-0.22%
Change in Fund Balance	4,056	3,481	(8,773)	(74,077)	(3,040)	(5,450)	-95.90%	79.28%
Ending Fund Balance	\$ 1,413,026	\$ 1,416,507	\$ 1,407,734	\$ 1,351,846	\$ 1,404,694	\$ 1,399,244	3.91%	-0.39%

**2017 – 2018 BIENNIAL BUDGET
APPENDICES**

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FINANCIAL POLICIES

The City's Financial Policies are intended to serve as a Council-approved set of values and expectations for Council Members, City staff, citizens and other interested parties who may do business with the City. The use of the term "City" refers to all City officials and staff who are responsible for the activities to carry out these policies. The policies describe expectations for financial planning, budgeting, accounting, reporting and other management practices. They have been prepared to assure prudent financial management and responsible stewardship of the City's financial and physical resources.

The debt policy and reserve fund policy can be found in the appendix of the budget document. Other policies adopted by the City include:

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, Revenues and Expenditures Governmental Funds, will require additional documentation.

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

Operations & Maintenance Expenditures

Policy FP-3 – Expenditures for the General Fund operations (Attachment B, General Fund Operating 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 operating 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.

Enterprise Funds

Policy FP-7 – 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-8 – Rate increases should be small, applied frequently, and staggered to avoid an overly burdensome increase and undue impact in any given year.

Policy FP-9 – 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 two 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 – 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.

CAPITAL IMPROVEMENT PROGRAM POLICIES

- 1) Utility rates should be structured to ensure adequate infrastructure development and replacement.
- 2) Late-comer agreements (where appropriate) shall be considered an acceptable means of funding capital projects, improvements and replacements, in whole or in part.
- 3) Infrastructure improvements such as water reuse should consider conservation of resources such as water and electricity.
- 4) For City-scheduled projects located on residential streets, the City will evaluate for inclusion the costs of undergrounding the overhead utilities that exist within the right-of-way.
- 5) Right-of-way agreements for cable and electrical services should be utilized to discourage excessive wiring throughout the City.
- 6) Donation of the property needed for rights-of-way and easements shall be pursued.
- 7) Residential street designs will follow basic designs for arterials, collectors, and local access streets. Designs to accommodate individual properties shall be avoided.
- 8) The City strongly encourages design of connecting streets.
- 9) Residential streets with safety issues, high traffic volumes, high pedestrian activity and poor roadway conditions will be considered the highest priority projects.
- 10) A majority of citizens on a street may petition the City to set up a Local Improvement District (LID) to pay for residential street improvement projects, sidewalks and undergrounding of utilities. The City will evaluate the possibility of paying for the design, preliminary engineering, construction engineering, and LID formulation. The residents will pay for undergrounding utilities in the street, undergrounding from the street to their house, the actual construction costs, and for any improvements on private property such as rockeries, paved driveways, or roadside plantings.
- 11) Capital improvements shall be coordinated, whenever feasible, with related improvements of other jurisdictions.
- 12) Capital Improvement Program (CIP) projects shall, whenever possible, take advantage of grants, loans or another financing external to the City. Staff shall obtain approval from the appropriate committee before applying for grants, and the Committee Chair shall report for approval the proposed applications to the full Council. Grant applications shall be made only for projects listed in the six-year Capital Improvement Program. Staff shall also get approval from the full Council before accepting grants.
- 13) Current arterial street improvements determined in the six-year CIP may be funded through a LID or financing external to the City. The City may participate using operating revenues, grants or bonds based on health and safety needs or public benefit. The City may participate in the funding by financing the preliminary engineering design and professional service costs associated with planning and creating the LID.

- 14) Street and road improvement projects on slopes will include roadside plantings wherever feasible to help mitigate the land used for roadway and sidewalk improvements.
- 15) The first ¼-cent real estate transfer tax shall be dedicated to park and open space land acquisition. The second ¼-cent tax shall be used for arterial streets along with the parking tax.
- 16) Non-transportation capital projects and improvements (i.e. new community center) shall be funded by operating revenues, grants or bonds as determined in the six-year Financial Planning Model.
- 17) A dedicated facility replacement fund will be used to help pay for future facilities.
- 18) Transportation improvements will be coordinated with related improvements such as utility, landscaping, sidewalks, etc.
- 19) No capital improvement projects located outside the city limits will be approved without specific City Council approval.
- 20) Policies will be reviewed annually and in concert with the adoption of growth management policies to ensure continuity.
- 21) Street and road improvement projects shall be evaluated for the inclusion of features that support the Walk and Roll Plan in order to encourage walking, bicycling, and transit use.
- 22) Transportation impact fees shall be collected so that “growth may pay for growth” and growth-caused improvements may be constructed.

The 2017-2018 Biennial Budget incorporates the first two years of the Capital Improvement Program.

Tukwila’s Ordinance No. 2413 adopted the City’s 2015 Comprehensive Plan for Capital Facilities (Element 14), which includes goals and policies intended for adequate levels of service for the General Government and Enterprise funds over the next 20 years.

DEBT POLICY



City of Tukwila

Washington

Resolution No. 1840

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TUKWILA, WASHINGTON, ADOPTING A DEBT POLICY AND PROVIDING FOR APPROPRIATE MANAGEMENT OF DEBT ISSUED BY THE CITY OF TUKWILA.

WHEREAS, a debt policy and appropriate management of debt issued by the City is an important factor in measuring the City's financial performance and condition; and

WHEREAS, proper use and management of borrowing can yield significant advantages; and

WHEREAS, the use of debt is a mechanism to equalize costs of needed improvements to both present and future citizens; and

WHEREAS, it is the responsibility of the City Council of the City of Tukwila to provide policy direction through the passage of motions and ordinances, adoption of resolutions, and final approval of the budget; and

WHEREAS, a debt policy establishes the purpose, type, and use of debt; responsibilities of various City officials; method of sale of bonds; refundings (bonds or notes); structural elements; credit objective; and the use of professional and other service providers;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF TUKWILA, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. The debt policy dated August 2014, attached hereto as "Exhibit A," is hereby adopted by this reference as if set forth in full.

Section 2. The debt policy shall be reviewed on a regular basis and updated as necessary.

PASSED BY THE CITY COUNCIL OF THE CITY OF TUKWILA, WASHINGTON, at
a Regular Meeting thereof this 2nd day of September, 2014.

ATTEST/AUTHENTICATED:


Christy O'Flaherty, MMC, City Clerk


De'Sean Quinn, Council President

APPROVED AS TO FORM BY:


Rachel Turpin, City Attorney

Filed with the City Clerk: 8-21-14
Passed by the City Council: 9-2-14
Resolution Number: 1840

CITY OF TUKWILA DEBT POLICY

A debt policy and appropriate management of debt issued by the City of Tukwila (the "City") is an important factor in measuring its financial performance and condition. Proper use and management of borrowing can yield significant advantages. From a policy perspective, the City uses debt as a mechanism to equalize the costs of needed improvements to both present and future citizens.

SECTION 1. PURPOSE, TYPE AND USE OF DEBT

In the issuance and management of debt, the City shall comply with the Washington State constitution and with all other applicable legal requirements imposed by federal, state and local laws, rules and regulations. Approval from the City Council (the "Council") is required prior to the issuance of all debt. Long-term debt will only be used for improvements that cannot be financed from current revenues or to fulfill the purposes set forth in the first paragraph of this Debt Policy (the "Policy").

Long-term debt will only be issued after reviewing the impact on the Six Year Financial Planning Model and its policy guidelines. When both tax exempt and taxable debt is under consideration, priority will be given to issuing the tax exempt debt, unless otherwise justified.

Limited Tax General Obligation (LTGO) Bonds. The City is authorized to sell LTGO bonds under RCW 39.36.020, subject to the approval of the Council. LTGO bonds will be issued only if: (1) a project requires funding not available from alternative sources; (2) the project has a useful life longer than five years, and the Council determines it is appropriate to spread the cost over that useful life, to achieve intergenerational equity, so those benefiting will also be the ones paying; (3) matching money is available which may be lost if not applied for in a timely manner; or (4) emergency conditions exist as determined by the Council. LTGO (non-voted) debt of the City shall not exceed an aggregate total of 1.5 percent of the City's assessed value of taxable property within the City.

Unlimited Tax General Obligation (UTGO) Bonds. The City is authorized to sell UTGO bonds under RCW 39.36.020, subject to the approval of the Council, and subject to voter approval. UTGO debt will be used for capital purposes when the use of an excess tax levy is necessary for debt service payments. No combination of UTGO (voter approved) debt and LTGO debt of the City shall exceed an aggregate total of: (a) 2.5 percent of the City's assessed value of the taxable property within the City for general purposes; (b) 2.5 percent of the City's assessed value of the taxable property within the City for parks, open spaces and capital facilities associated with economic development; and (c) 2.5 percent of the City's assessed value of the taxable property within the City for utility purposes.

Revenue Bonds. The City is authorized to sell revenue bonds under RCW 35.41.030, subject to the approval of the Council. Revenue bonds will be issued to finance the acquisition, construction or improvements to facilities of enterprise systems operated by the City, in accordance with a system and plan of improvements. The enterprise system must be legally authorized for operation by the City. There are no legal limits to the amount of revenue bonds the City can issue, but the City will not incur revenue obligations without first ensuring the

ability of an enterprise system to meet all pledges and covenants customarily required by investors in such obligations during the term of the obligation.

Local Improvement District Bonds. The City is authorized to sell local improvement district (special assessment) bonds ("LID bonds") under RCW 35.45.010, subject to the approval of the Council. LID bonds are issued to finance projects that will provide special benefit to certain property owners. The specially benefiting property owners are levied an assessment, based upon a formula developed to fairly reflect the benefit received by each property owner in the local improvement district. After consideration and review, the City may form local improvement districts upon petition of benefiting property owner(s), unless the Council determines to establish such districts by resolution, pursuant to statutory authority. LIDs for utility improvements may be authorized as ULIDs, which may be financed through issuance of Revenue Bonds.

Lease Purchase Financing. Lease purchase financing may be used when the cost of borrowing or other factors make it in the City's best interest.

Short-Term Debt. The City is authorized to incur short-term debt under chapter 39.50 RCW, subject to the approval of the Council. Short-term debt may be issued to meet: (1) the immediate financing needs of a project for which long-term financing has been identified and is likely or secured but not yet received; or (2) cash flow needs within authorized budgets and anticipated receipts for the budget year.

The Finance Director is authorized to make loans from one City fund to another City fund for periods not exceeding twelve months. The Finance Director or designee is required to assure that the loaning fund will have adequate cash balances to continue to meet current expenses after the loan is made and until repayment from the receiving fund. All interfund short-term borrowing will bear interest based upon prevailing Local Government Investment Pool rates.

SECTION 2. RESPONSIBILITIES

The primary responsibility for debt management rests with the City's Finance Director.

The Finance Director shall (or shall cause the following to occur):

- Provide for the issuance of debt at the lowest cost and risk;
- Determine the available debt capacity;
- Provide for the issuance of debt at appropriate intervals and in reasonable amounts as required to fund approved projects;
- Recommend to the Council the manner of sale of debt;
- Monitor opportunities to refund debt and recommend such refunding as appropriate;
- Comply with all Internal Revenue Service (IRS), Securities and Exchange Commission (SEC) and Municipal Securities Rulemaking Board (MSRB) rules and regulations governing the issuance of debt pursuant to the City's Post Issuance Compliance Policy;
- Provide information for and participate in the preparation and review of bond offering or disclosure documents;
- Comply with all terms, conditions and disclosures required by Ordinances governing the debt issued;
- Submit to the Council all recommendations to issue debt;

- Distribute to appropriate repositories, such as the EMMA repository managed by the Municipal Securities Rulemaking Board, information regarding financial condition and affairs at such times and in the form required by contract, regulation and general practice, including Rule 15c2-12 regarding continuing disclosure;
- Provide for the distribution of pertinent information to rating agencies;
- Coordinate and lead presentations to rating agencies, when appropriate;
- Maintain a database with all outstanding debt;
- Apply and promote prudent fiscal practices;
- Select a qualified financial advisor with experience in municipal finance in Washington, and registered with the SEC and MSRB as a “municipal advisor,” and
- Account for and pay all bonded indebtedness for the City, by specifically providing for the timely payment of principal of and interest on all debt; and ensuring that the fiscal agent receives funds for payment of debt service on or before the payment date.

The Council shall:

- Approve the Debt Policy;
- Approve indebtedness;
- Approve budgets sufficient to provide for the timely payment of principal and interest on debt;
- Determine the most appropriate financing plan for proposed debt, based on recommendation from the Finance Director, upon advice of the City’s financial advisor; and
- By Ordinance, delegate broad or limited authority to the Finance Director relative to execution of a financing plan approved by the Council.

SECTION 3: METHOD OF SALE OF BONDS

Competitive Sale. The Finance Director may, upon the advice of the City’s financial advisor, submit to the Council a recommendation to sell debt on a competitive bid basis. City debt issued on a competitive bid basis will be sold to the bidder proposing the lowest true interest cost to the City. Such bid may take the form of electronically transmitted offers to purchase the bonds.

Negotiated Sale. The Finance Director may, upon the advice of the City’s financial advisor, submit to the Council a recommendation to sell debt on a negotiated basis. If debt is sold on a negotiated basis, the negotiations of terms and conditions shall include, but not be limited to, prices, interest rates, redemption provisions and underwriting compensation. The Finance Director, with the assistance of its financial advisor, shall evaluate the terms offered by the underwriter including comparison of terms with prevailing terms and conditions in the marketplace for comparable issues. If more than one underwriter is included in the negotiated sale of debt, the Finance Director shall establish appropriate levels of liability, participation and priority of orders and, with the assistance of its financial advisor, oversee the bond allocation process.

Private or Direct Placement. When deemed appropriate to minimize the direct or indirect costs and risks of a debt issue, the Finance Director will, upon the advice of the City’s financial advisor, submit to the Council a request to incur debt issue through a private placement or direct bank placement.

SECTION 4. REFUNDING BONDS OR NOTES

Refundings will be conducted in accordance with chapter 39.53 RCW. Unless otherwise justified, the City will refinance debt to either achieve debt service savings as market opportunities arise, or to eliminate restrictive covenants.

Unless otherwise justified, an "advance refunding" transaction will require a present value savings of five percent of the principal amount of the debt being refunded. In addition to the savings, any determination to refund debt should take into consideration all costs and negative arbitrage in the refunding escrow.

A "current refunding" transaction will require present value savings in an amount or percentage to be determined by the Finance Director based upon the advice of the City's financial advisor.

SECTION 5. STRUCTURAL ELEMENTS

Maturity Term. The City shall issue debt with an average life less than or equal to the average life of the assets being financed. Unless otherwise stated in law, the final maturity of the debt shall be no longer than 40 years (RCW 39.46.110).

Debt Service Structure. Unless otherwise justified and deemed necessary, debt service should be structured on a level annual basis. Refunding bonds should be structured to produce debt service savings as determined by the Finance Director, based upon the advice of the City's financial advisor, to be in the best interest of the City. Unless specifically justified and deemed necessary, debt shall not have capitalized interest. If appropriate, debt service reserve funds may be used for revenue bonds.

Maturity Structure. The City's long-term debt may include serial and term bonds. Unless otherwise justified, term bonds should be sold with mandatory sinking fund requirements.

Price Structure. The City's long-term debt may include par, discount and premium bonds. Discount and premium bonds must be demonstrated to be advantageous relative to par bond structures, given applicable market conditions and the City's financing goals.

Interest Payments. Unless otherwise justified and deemed necessary, long-term debt will bear interest payable semiannually.

Redemption Features. For each transaction, the City shall evaluate the costs and benefits of call provisions.

Capitalization. Debt service reserves may be capitalized for enterprise activities only. Costs of issuance may be capitalized for all debt. Interest costs may be capitalized upon the advice of the City's financial advisor for any type of debt.

Bond Insurance. The City may evaluate the costs and benefits of bond insurance or other credit enhancements. Any credit enhancement purchased by the City shall be competitively procured unless otherwise justified.

Tax-exemption. Unless otherwise justified and deemed necessary, the City shall issue its debt on a tax-exempt basis. Taxable debt may be justified based on a need for flexibility in use of proceeds, or when expected to reduce burdens relative to IRS rules.

SECTION 6. CREDIT OBJECTIVE

The City shall seek to maintain and improve its bond rating or ratings, as applicable.

SECTION 7. USE OF PROFESSIONALS AND OTHER SERVICE PROVIDERS

Bond Counsel. All debt issued by the City will include a written opinion by bond counsel affirming that the City is authorized to issue the debt, and that all statutory requirements have been met. The bond counsel opinion and other documents relating to the issuance of debt will be prepared by nationally recognized bond counsel with extensive experience in public finance and tax issues. Bond counsel will be appointed by the Finance Director consistent with the City's general authority to contract. .

Financial Advisor. The Finance Director will appoint a financial advisor for each debt issue, or for a specified term, consistent with the City's general authority to contract. The financial advisor shall be nationally recognized, have comprehensive municipal debt experience, including debt structuring and pricing of municipal securities, be registered as a "municipal advisor" with the MSRB and SEC, and have knowledge of State laws relating to City finances. The City financial advisor is to be available for general purposes, and will assist the City with all financing issues. *In no case shall the financial advisor serve as underwriter for the City's debt issues.*

Underwriter. The Finance Director in consultation with the City's financial advisor will select an underwriter for any negotiated sale of bonds. The selection of an underwriter may be for an individual bond issue, series of financings or a specified time period, as determined by the Finance Director. Depending upon the nature and amount of each financing, the Finance Director is authorized, in consultation with the City's financial advisor, to appoint more than one underwriter for each financing and to designate one underwriting firm as the managing underwriter.

Other Service Providers. Professional services such as verification agent, escrow agent or rebate analyst shall be appointed by the Finance Director in consultation with the City's financial advisor and/or bond counsel.

Other City Policies and Procedures. The City shall comply with its Post-Issuance Tax Compliance Policy, and shall provide the appropriate department heads and staff with educational opportunities to ensure they are aware of requirements that may pertain to bond financed facilities and assets relating to their duties.

SECTION 8. POST-ISSUANCE COMPLIANCE PROCEDURES

Continuing Disclosure Obligations for All Bonds

Purpose. At the time of issuance of any Bonds, regardless of tax status, the City is required to enter into a Continuing Disclosure Undertaking (“Undertaking”) in order to allow the underwriter of the Bonds to comply with Securities and Exchange (“SEC”) Rule 15(c)2-12. The Undertaking is a contract between the City and the underwriter in which the City agrees to provide certain information to an “information repository” operated by the Municipal Securities Rulemaking Board (“MSRB”) to ensure investors have access to annual updates and related events that occur during the year.

Responsibility for Undertaking. The Finance Director is responsible for negotiating the terms of and complying with each of the City’s Undertakings. The Finance Director will negotiate the terms of the Undertaking at the time of each bond issuance, with a goal of meeting the requirements of Rule 15(c)2-12, without undue burden on the City. The Finance Director will strive to ensure that each Undertaking is similar to prior Undertakings to the extent possible, to simplify future compliance.

Compliance with Undertaking. The Finance Director will have responsibility for ensuring compliance with each Undertaking, which activities may be delegated to staff within the finance department. This will require certain annual filings, by a set due date, as well as periodic filings as certain specified events arise. Filings are to be made through the Electronic Municipal Market Access (“EMMA”) portal, managed by the MSRB. The Finance Director is responsible for knowing the terms of the City’s Undertakings, and ensuring appropriate staff within the finance department and other departments of the City are aware of the events that may require a filing.

Certification of Compliance. At the time of each subsequent bond issue, the Finance Director is responsible for reviewing all prior compliance, and providing a statement as to that prior compliance, as required by Rule 15(c)2-12. Each official statement will include a statement that describes compliance (or non-compliance) with each prior undertaking, which statement will be certified by the Finance Director.

Compliance Relating to Tax Exempt Bonds

Purpose. The purpose of these post-issuance compliance procedures (“Compliance Procedures”) for tax-exempt bonds and other obligations issued by the City for which federal tax exemption is provided by the Internal Revenue Code of 1986, as amended (the “Code”), is to facilitate compliance by the City with the applicable requirements of the Code that must be satisfied after the issue date of the bonds to maintain the tax exemption for the bonds after the issue date.

Responsibility for Monitoring Post-Issuance Tax Compliance. The City Council of the City has the overall, final responsibility for monitoring whether the City is in compliance with post-issuance federal tax requirements for the City’s tax-exempt bonds. However, the City Council has delegated the primary operating responsibility to monitor the City’s compliance with post-issuance federal tax requirements for the City’s bonds to the Finance Director and has authorized and directed the Finance Director of the City to adopt and implement on behalf of the City these Compliance Procedures.

Arbitrage Yield Restriction and Rebate Requirements. The Finance Director will maintain or cause to be maintained records of:

- (a) purchases and sales of investments made with bond proceeds (including amounts treated as “gross proceeds” of bonds under section 148 of the Code) and receipts of earnings on those investments;
- (b) expenditures made with bond proceeds (including investment earnings on bond proceeds) in a timely and diligent manner for the governmental purposes of the bonds, such as for the costs of purchasing, constructing and/or renovating property and facilities;
- (c) information showing, where applicable for a particular calendar year, that the City was eligible to be treated as a “small City” in respect of bonds issued in that calendar year because the City did not reasonably expect to issue more than \$5,000,000 of tax-exempt bonds in that calendar year;
- (d) calculations that will be sufficient to demonstrate to the Internal Revenue Service (“IRS”) upon an audit of a bond issue that, where applicable, the City has complied with an available spending exception to the arbitrage rebate requirement in respect of that bond issue;
- (e) calculations that will be sufficient to demonstrate to the IRS upon an audit of a bond issue for which no exception to the arbitrage rebate requirement was applicable, that the rebate amount, if any, that was payable to the United States of America in respect of investments made with gross proceeds of that bond issue was calculated and timely paid with Form 8038-T timely filed with the IRS; and
- (f) information and records showing that investments held in yield-restricted advance refunding or defeasance escrows for bonds, and investments made with unspent bond proceeds after the expiration of the applicable temporary period, were not invested in higher-yielding investments.

Restrictions on Private Business Use and Private Loans. The Finance Director will adopt procedures calculated to educate and inform the principal operating officials of those departments, including utility departments, if any, of the City (the “users”) for which land, buildings, facilities and equipment (“property”) are financed with proceeds of tax-exempt bonds about the restrictions on private business use that apply to that property after the bonds have been issued, and of the restriction on the use of proceeds of tax-exempt bonds to make or finance any loan to any person other than a state or local government unit. In particular, following the issuance of bonds for the financing of property, the Finance Director shall provide to the users of the property a copy of these Compliance Procedures and other appropriate written guidance advising that:

- (a) “private business use” means use by any person other than a state or local government unit, including business corporations, partnerships, limited liability companies, associations, nonprofit corporations, natural persons engaged in trade or business activity, and *the United States of America and any federal agency*, as a result of ownership of the property or use of the property under a lease, management or service contract (except for certain “qualified” management or service contracts), output contract for the purchase of electricity or water, privately sponsored research contract (except for certain “qualified” research contracts), “naming rights” contract, “public-private partnership” arrangement, or any similar use arrangement that provides special legal entitlements for the use of the bond-financed property;
- (b) under section 141 of the Code, no more than 10% of the proceeds of any tax-exempt bond issue (including the property financed with the bonds) may be used for private business

use, of which no more than 5% of the proceeds of the tax-exempt bond issue (including the property financed with the bonds) may be used for any “unrelated” private business use—that is, generally, a private business use that is not functionally related to the governmental purposes of the bonds; and no more than *the lesser* of \$5,000,000 or 5% of the proceeds of a tax-exempt bond issue may be used to make or finance a loan to any person other than a state or local government unit;

- (c) before entering into any special use arrangement with a nongovernmental person that involves the use of bond-financed property, the user must consult with the Finance Director, provide the Finance Director with a description of the proposed nongovernmental use arrangement, and determine whether that use arrangement, if put into effect, will be consistent with the restrictions on private business use of the bond-financed property;
- (d) the Finance Director is to communicate with the City’s bond counsel and/or financial advisor relative to any proposed change in use or special use arrangement that may impact the status of the bonds, before entering into such agreement.

RESERVE POLICY



City of Tukwila

Washington

Resolution No. 1861

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TUKWILA, WASHINGTON, REVISING THE PREVIOUSLY ADOPTED FINANCIAL RESERVE POLICY TO INCREASE THE GENERAL FUND RESERVE LEVEL, ADD A ONE-TIME REVENUE RESERVE, AND CONFORM THE HEALTH CARE FUND RESERVE POLICY TO CURRENT PRACTICES; AND REPEALING RESOLUTION NO. 1774.

WHEREAS, for the well-being and sustainability of the community, its residents, and businesses, it is important that the City of Tukwila be prepared to respond to any and all situations that could result in a risk and/or crisis to the City's finances including, but not limited to, revenue shortfalls and unanticipated expenditures; and

WHEREAS, it is the responsibility of the City Council of the City of Tukwila to provide policy direction for the City's biennial budget through the passage of motions and ordinances, adoption of resolutions, and final approval of said budget; and

WHEREAS, a financial reserve policy establishes, attains, and restores minimum fund balances, including self-insured health care reserve funds, and specifies review and reporting of such; and

WHEREAS, the Best Practices promulgated by the Government Finance Officers Association recommends that the unrestricted fund balance in the General Fund equal no less than two months of regular General Fund operating revenues, or 16.67%; and

WHEREAS, credit rating agencies consider combined General Fund and Contingency Reserve Fund balances of at least 30% of operating revenues to be a good indication of credit worthiness; and

WHEREAS, in prior years the financial health of the City was negatively impacted by recession and changes in state law; and

WHEREAS, it is financially prudent to save a portion of revenue windfalls derived from one-time or periodic events, such as the sale of real property or sales tax collected on construction activity, as a means of offsetting the effects of recessions or other events that could force the City to reduce service levels;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF TUKWILA, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Minimum Fund Balances.

A. At the close of each fiscal year, the General Fund unassigned balance shall equal or exceed 18% and the Contingency Fund reserve balance shall equal or exceed 10% of the previous year General Fund revenue, exclusive of significant non-operating, non-recurring revenues such as real estate sales or transfers in from other funds.

B. At the close of each fiscal year, the unrestricted balances of the Enterprise Funds shall equal or exceed 20% of the previous year revenue, exclusive of significant non-operating, non-recurring revenues such as real estate sales, transfers in from other funds or debt proceeds.

C. Use or draw down of minimum balances shall occur only upon recommendation of City Administration and approval by City Council through a resolution. Should use or draw down occur, the City Administration shall establish a plan, no later than the end of the fiscal year following the year of decline, to restore the fund balance to the prescribed minimum level. The plan shall be presented to and approved by the City Council.

Section 2. One-time Revenue Reserve. A One-time Revenue Reserve shall be established and maintained in the Contingency Fund. The One-time Revenue Reserve shall be credited annually with 10% of the prior year one-time revenues to the extent General Fund surplus for the year is sufficient to cover the reserve funding. Use of the reserve shall occur only upon recommendation by City Administration and approval by City Council through a resolution.

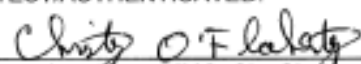
Section 3. Self-insured Health Care Funds. The City shall maintain a reserve in each of its self-insured health care funds in an amount equal to 1.5 times, or 150%, of the actuarially determined IBNR (incurred but not reported) balance. Use of the reserve shall occur only upon recommendation by City Administration and approval by City Council through a resolution.

Section 4. A report showing compliance with the Financial Reserve Policy shall be provided to the City Council on an annual basis, no later than July 1 of each year.

Section 5. Repealer. Resolution No. 1774 is hereby repealed.

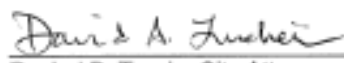
PASSED BY THE CITY COUNCIL OF THE CITY OF TUKWILA, WASHINGTON, at a Regular Meeting thereof this 3rd day of August, 2015.

ATTEST/AUTHENTICATED:


Christy O'Flaherty, MMC, City Clerk


Kate Kruller, Council President

APPROVED AS TO FORM BY:


Rachel B. Turpin, City Attorney
David A. Linchen

Filed with the City Clerk: 7-29-15
Passed by the City Council: 8-3-15
Resolution Number: 1861

CLASSIFICATION OF EXPENDITURES BY OBJECT

OBJECT – Is used to classify expenditures into the appropriate accounting bucket. This term applies to the item purchased or the service obtained for the City.

Fund	Dept	BaSub	Element	Object	Sub-Object
xxx	xx	xxx	xxx	xx	xx

Object Codes Defined:

10 Salaries and Wages – Amounts paid for personal services rendered by employees in accordance with the rates, hours, terms and conditions authorized by law or stated in employment contracts. This category also includes overtime and other compensation construed to be salaries and wages.

Note: Personal Services do not include fees and out-of pocket expenses for professional or consultant services performed on assignments. Such services are properly classified as Other Services and Charges.

20 Personnel Benefits – The benefits paid by the employer as part of the conditions of current and past employment.

30 Supplies – This is a basic classification of expenditures by object for articles and commodities purchased for consumption or resale.

31 Office and Operating Supplies – Items purchased directly and consumed by a department. Examples: Forms, Chemicals, Publications, Toner, Office Supplies, etc.

32 Fuel Consumed – Includes fuel used to generate power, fuel for heating, and fuel for operating engines and vehicles. Does not include utilities...see object 47.

33 Power, Water, Gas purchased for resale

34 Supplies purchased for inventory for resale

35 Small tools and minor equipment

40 Services – Costs for services other than personal services which are needed by the government. Such services may be provided by a governmental agency or by private business organization.

41 Professional Services – Examples: Accounting and Auditing, Engineering and Architectural, Computer Programming, Management Consulting, Legal, Custodial Cleaning, etc...

42 Communication – Examples: Telephone, Internet, Postage, Fax

43 Travel – Examples: Per Diem, Lodging, Meal, Mileage, Travel Costs

44 Advertising

45 Operating Rental and Leases**46 Insurance** – Examples: Fire, Other Casualty, Bonds, Theft, Liability**47 Utility Services** – Examples: Gas, Water, Sewer, Electricity, Waste Disposal, Cable TV**48 Repairs and Maintenance** – Contracted labor and supplies furnished by contractors. Examples: Building improvements, Structure, Equipment.**49 Miscellaneous** – Examples: Dues, Subscriptions and Memberships, Registrations, Judgments and Damages, Printing and Binding, Laundry and Sanitation Services, Filing, Recording and Witness Fees, Contractual Services not otherwise classified.**50 Intergovernmental Services and Other Interfund Payments** – This classification is primarily designed to segregate intergovernmental purchases of those specialized services typically performed by local governments.**60 Capital Outlays** – Expenditures which result in the acquisition of, rights to, or additions to capital assets, including incidental costs such as legal, appraisal and brokerage fees, land preparation and demolishing buildings, fixtures and delivery costs.**61 Land and Land Improvements** – Examples: Easements, Site Improvements, Rights of way, Land Acquisition Costs and related expenditures, intangible rights to land.**62 Building and Structures** – Acquisition, Construction and Improvements**63 Other Improvements** – Examples: Lighting Systems, Parking Areas, Streets, Sidewalks, Roadways, Signs and Signals, Trails and Bike Paths, Tunnels, Dikes and Levees, Water and Sewer Systems, Culverts, Bridges, Athletic Fields**64 Machinery and Equipment** – Examples: Communications, Janitorial, Transportation, Police Dogs, Artwork, Office Furniture and Equipment, Heavy Duty Work Equipment, Computer Software/Hardware.**70 Debt Service Principal** – Used for Bonds and Loan Principal**80 Debt Service Interest and Related Costs** – Used for Interest, Issuance Costs on External Debt.

2016 POSITION SALARY SCHEDULE

Elected Officials	Minimum	Maximum
COUNCIL MEMBER	15,000	15,000
MAYOR	102,864	102,864

Fire IAFF	Minimum	Maximum
FIRE BATTALION CHIEF	110,736	114,984
FIRE CAPTAIN	97,956	99,228
FIREFIGHTER	68,136	85,176

Non-represented	Minimum	Maximum
ASSISTANT CHIEF	104,496	133,068
ASSISTANT TO THE CHIEF	61,956	71,292
ASSISTANT TO THE DIRECTOR	65,688	75,612
BUILDING OFFICIAL	92,388	115,476
CITY ADMINISTRATOR	127,992	166,428
CITY CLERK	81,000	97,272
CITY ENGINEER	104,496	133,068
COMMUNICATIONS & GOV RELATIONS MANAGER	92,388	115,476
COURT ADMINISTRATOR	97,332	121,668
DCD DIRECTOR	112,682	146,532
DEPUTY CITY CLERK	65,688	75,612
DEPUTY DCD DIRECTOR	97,332	121,668
DEPUTY FINANCE DIRECTOR	97,332	121,688
DEPUTY POLICE CHIEF	109,476	142,404
DEPUTY PUBLIC WORKS DIRECTOR	97,332	121,668
ECONOMIC DEVELOPMENT ADMINISTR	15,588	138,228
ECONOMIC DEVELOPMENT LIAISON	84,612	101,592
EXECUTIVE COORDINATOR	76,692	92,040
FINANCE DIRECTOR	112,692	146,532
FIRE CHIEF	116,616	151,656
HUMAN RESOURCES ANALYST	81,000	97,272
HUMAN RESOURCES ASSISTANT	76,692	92,040
HUMAN RESOURCES DIRECTOR	112,692	146,532
HUMAN RESOURCES TECHNICIAN	58,164	66,948
IT DIRECTOR	112,692	146,532
LEGISLATIVE ANALYST COUNCIL	81,000	97,272
MAINTENANCE OPERATIONS MANAGER	94,044	117,504
PARKS AND RECREATION ANALYST	81,000	97,272
PARKS AND RECREATION DIRECTOR	112,692	146,532
POLICE CHIEF	116,616	151,656
POLICE RECORDS MANAGER	81,000	97,272
PROJECT DEVELOPMENT MANAGER	87,360	107,016
PUBLIC WORKS ANALYST	81,000	97,272
PUBLIC WORKS DIRECTOR	116,616	151,656
SENIOR PROGRAM MANAGER	92,388	115,476
SYSTEMS ADMINISTRATOR	76,692	92,040

Police Commander	Minimum	Maximum
POLICE COMMANDER	124,272	136,452

Police Non-Commissioned	Minimum	Maximum
POLICE RECORDS SPECIALIST	46,920	58,032
SERVICE TRANSPORT OFFICER	54,528	64,776
EVIDENCE TECHNICIAN	54,528	65,532
POLICE INFORMATION ANALYST	61,800	75,972
COMMUNITY POLICING COORD	69,948	80,952
PATROL ADMIN ASSISTANT	47,508	58,092
DOMESTIC VIOLENCE ADVOCATE	55,044	68,340
PROF STAND ADMIN SPECIALIST	51,852	63,024

Police Guild	Minimum	Maximum
MASTER POLICE OFFICER	69,288	90,792
POLICE OFFICER	69,288	87,840
MASTER POLICE SERGEANT	93,228	101,808
POLICE SERGEANT	93,228	101,808

Teamsters	Minimum	Maximum
ADMIN SUPPORT ASSISTANT	43,092	52,380
ADMIN SUPPORT COORD	52,776	64,140
ADMIN SUPPORT SPECIALIST	49,344	59,976
ADMIN SUPPORT TECHNICIAN	46,116	54,064
ASSISTANT PLANNER	74,028	89,952
BAILIFF COURT	52,766	64,140
BUSINESS COMMUNITY LIAISON	56,448	68,640
CODE ENFORCEMENT OFFICER	60,420	73,452
COMBINATION INSPECTOR	64,656	78,588
DATABASE SYSTEMS ADMINISTRATOR	74,028	89,952
DIRECTOR OF INSTRUCTION - GOLF	64,656	78,588
EMERGENCY MANAGEMENT SPECIALIST	51,858	63,090
ENGINEER	79,200	96,276
FACILITIES CUSTODIAN	46,116	56,064
FACILITIES MAINT TECHNICIAN	52,776	64,140
FACILITIES OPS TECHNICIAN	56,448	68,640
FIRE PROJECT COORDINATOR	74,028	89,952
FISCAL COORDINATOR	79,200	96,276
FISCAL SPECIALIST	52,776	64,140
FISCAL SUPPORT TECHNICIAN	46,116	56,064
FLEET TECHNICIAN	56,448	68,640
GIS COORDINATOR	74,028	89,952
GOLF MAINTENANCE SUPERVISOR	64,656	78,588
HABITAT PROJECT MANAGER	84,756	103,030
INFO TECHNOLOGY SPECIALIST	60,420	73,452
LEAD MAINT SPECIALIST	60,420	73,452
MAINT & OPS FOREMAN	64,656	78,588
MAINT & OPS SPECIALIST	56,448	68,640
MAINT & OPS SUPERINTENDENT	79,200	96,276
MAINTENANCE SPECIALIST	52,776	64,140
MAINTENANCE TECHNICIAN	37,003	44,990

Teamsters (continued)	Minimum	Maximum
MAINTENANCE WORKER	43,092	52,380
MARKETING COMMUNICATIONS COORD	56,448	68,640
NPDES COORDINATOR	79,200	96,276
NPDES INSPECTOR	60,420	73,452
PARKS & RECREATION MANAGER	84,756	103,020
PARKS MAINTENANCE SUPERVISOR	64,656	78,588
PERMIT COORDINATOR DCD	74,028	89,952
PLANNING SUPERVISOR DCD	90,684	110,256
PLANS EXAMINER	56,448	68,640
POLICE RECORDS SUPERVISOR	60,420	73,452
PROBATION OFFICER COURT	74,028	89,952
PROGRAM MANAGER HUMAN SERVICES	84,756	103,020
PROJECT INSPECTOR PW ENG	60,420	73,452
PROJECT MANAGER	84,756	103,020
RECREATION PROG ASSISTANT	43,092	52,380
RECREATION PROG COORDINATOR	64,656	78,588
RECREATION PROG SPECIALIST	52,776	64,140
SENIOR ELECTRICAL INSPECTOR	69,144	84,120
SENIOR FACILITIES CUSTODIAN	60,420	73,452
SENIOR FISCAL COORDINATOR	84,756	103,020
SENIOR PLANNER DCD	79,200	96,276
SENIOR PLANS EXAMINER DCD	64,656	78,598
SENIOR PROGRAM MANAGER	91,896	114,864
SPECIAL PROGRAMS COORD/VOLUNTEER	79,200	96,276
SR INFO TECHNOLOGY SPECIALIST	69,144	84,120
SR MAINT & OPS SPECIALIST	60,420	73,452
SR PROJECT INSPECTOR	64,656	78,588
TRAFFIC OPERATIONS COORDINATOR	74,028	89,952
URBAN ENVIRONMENTALIST DCD	39,603	48,141
WATER QUALITY SPECIALIST	60,420	73,452

STAFFING LEVELS

DEPARTMENT	ACTUAL										BUDGETED		
	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016 *	2017	2018
Administrative Services	23.75	26.75	19.75	-	-	-	-	-	-	-	-	-	-
Council	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00
Mayor ^(b)	11.00	12.00	11.00	16.00	17.00	15.75	16.75	17.75	21.00	20.00	17.00	17.00	17.00
Human Resources ^(a)	-	-	-	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00
Finance	11.00	11.00	12.00	12.00	13.00	11.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00
Recreation	22.50	23.50	23.50	22.50	20.75	16.25	16.25	16.25	16.00	16.75	16.75	17.25	17.25
Department of Communi	20.88	20.25	24.25	24.25	23.00	22.63	23.38	22.13	21.63	21.00	25.75	26.25	26.25
Court ^(a)	-	-	-	9.75	8.75	8.75	9.00	9.00	9.10	8.10	9.10	9.85	9.85
Police	83.00	80.00	83.00	82.00	80.00	83.00	88.00	87.50	89.00	93.00	97.50	97.00	97.00
Fire	65.00	66.00	64.00	63.00	65.00	66.00	67.00	67.00	67.00	70.00	67.00	67.00	67.00
Information Technology	-	-	-	8.00	8.00	8.00	8.00	7.00	6.00	6.00	6.50	9.00	9.00
Public Works ^(c)	34.00	32.00	33.00	32.00	30.00	30.00	30.00	31.00	31.00	28.00	28.00	27.00	27.00
Parks	10.25	7.50	7.50	7.50	7.50	7.50	7.50	6.00	7.00	7.00	8.50	8.00	8.00
Street	10.00	11.00	12.00	12.00	11.00	12.00	12.00	12.50	11.50	10.00	12.00	11.00	11.00
Water ^(c)	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00	6.50	7.50	7.50	7.50
Sewer ^(c)	3.00	3.00	2.00	2.00	1.00	2.00	2.00	2.00	2.00	2.50	3.50	4.50	4.50
Golf	9.25	9.25	9.75	9.75	10.00	9.25	8.25	9.25	8.25	8.25	8.25	8.75	8.75
Surface Water ^(c)	7.00	7.00	8.00	8.00	7.00	8.00	8.00	8.00	8.00	12.00	12.50	12.50	12.50
Equipment Rental	5.00	4.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00
TOTAL	329.63	327.25	328.75	331.75	325.00	323.13	331.13	330.38	332.48	337.10	347.85	350.60	350.60

^(a) The departments for Human Resources, Court, City Clerk and Information Technology were previously reported under Administrative Services.

^(b) The department of City Clerk began reporting to the Mayor's department in 2009.

^(c) The department of Public Works began reporting Engineers as allocated to the Water, Sewer and Surface Water department's in 2015

* 2016 Budgeted positions include those approved through budget amendments.

Major Position Changes for 2017-2018:

Mayor – Transferred Community Engagement Manager (1 FTE) from Economic Development to Communications as the Community Relations Manager (1 FTE).

Recreation – Eliminated the Admin Support Coordinator (1 FTE), Reduced the Volunteer and Events Coordinator by (.25 FTE), addition a Program Coordinator (1 FTE) and addition a Recreation Program Specialist (.75 FTE).

Department of Community Development – Addition of Admin Support Technician – Code Enforcement (.50 FTE).

Court - Addition of Court Admin Support Technician (.75 FTE).

Police – Transferred IT Analyst (.50 FTE) to Innovative Technology Services.

Innovative Technology Services – Addition of IT Systems Administrator (1 FTE), Transfer of GIS Coordinator (1 FTE) from Public Works, addition of Business Analyst (1 FTE).

Public Works – Transfer of GIS Coordinator (1 FTE) to Technology Services, addition of Traffic Engineering Coordinator (1 FTE) from Streets, elimination of Deputy Public Works Director (1 FTE) to fund Maintenance Worker (.5 FTE) in street and Business Analyst (1 FTE) in Technology Services.

Parks Maintenance - Elimination of Green Initiatives (.5 FTE) to fund changes in Recreation.

Golf - Addition of Admin Support Tech (.75 FTE) and reduction in Admin Support Tech (.25 FTE).

Sewer – Addition of Maintenance Operations Specialist (1 FTE).

RELATIONSHIP BETWEEN FUNCTIONAL UNITS AND FUNDS

The following two tables show the relationship of departments to all funds in the City.

Department	Governmental Funds												
	General	Contingency	Hotel / Motel	Drug Seizure	Debt Service	Residential Street	Bridges & Arterial Streets	Land Acq., Rec, Park Dev	Urban Renewal	General Gov't Improve	Fire Improvements	Public Safety Plan	City Facilities
City Council	X												
Mayor's Office	X		X										
Human Resources	X												
Finance	X	X			X								
City Attorney	X												
Parks & Recreation	X							X					
Community Dev.	X												
Municipal Court	X											X	
Police	X			X								X	
Fire	X										X	X	
Information Tech.	X												
Public Works	X					X	X	X	X	X			X

Department	Enterprise, Internal Service Funds							
	Water	Sewer	Foster Golf Course	Surface Water	Equip Rental & Replace	Self-Insured Health Plan	LEOFF I Self-Ins Health Plan	Firemen's Pension
City Council						X		
Mayor's Office					X	X		
Human Resources					X	X		
Finance					X	X		
City Attorney						X		
Parks & Recreation			X		X	X		
Community Dev.					X	X		
Municipal Court					X	X		
Police					X	X	X	
Fire					X	X	X	X
Information Tech.					X	X		
Public Works	X	X		X	X	X		

CITY STATISTICS

Date of Incorporation	June 23, 1908
Form of Government	Mayor-Council
Type of Government	Non-Charter, Optional Code City
Area	9.6 Square Miles
Population	19,540
Number of City Employees	350
Number of Businesses	2,090 (approximate)
Number of people employed in Tukwila	40,900 (approximate)
Levy Rate	\$2.65935
Taxable Property Values	\$5,569,761,769
Fire Protection-- Number of Fire Personnel: Number of Stations: Number of Responses: Total Fire Loss:	67.00 4 5,800 (2016 projected) \$2.3 million (2016 projected)
Police Protection-- Number of Police Personnel:	97
Parks and Recreation-- 18 Public Developed Parks Playgrounds Maintained Trails Golf Courses	162 Acres 12 15 Miles 1
Street Miles:	188.2 Miles
Libraries-- Number of Libraries:	2

MAJOR EMPLOYERS IN TUKWILA

Tukwila's residents work in the City and commute to other nearby cities, including Seattle, and Bellevue. The City's economy is based on a variety of government, health care, commercial, and retail enterprises. The largest local employers are listed below:

CITY OF TUKWILA, WASHINGTON SCHEDULE 17 PRINCIPAL EMPLOYERS CURRENT YEAR AND NINE YEARS AGO

Name of Company/Employer	Product or Business	2015 Full & Part-Time Employment	Percentage of Total City Employees	2006 Full & Part-Time Employment	Percentage of Total City Employees
Boeing Company	Airplane company	7,144	20.66%	10,280	23.32%
Group Health Cooperative	Data Ctr/Lab/Pharmacy/Mfg.	1,550	4.48%	705	1.60%
Costco Wholesale	Cash/carry Warehouse	807	2.33%	559	1.27%
King County Metro	Transit operating base	500	1.45%	339	0.77%
Boeing Employees Credit Union	Banking/Credit Union	499	1.44%	354	0.80%
Nordstrom	Department Store	483	1.40%	449	1.02%
Tukwila School District	Government	395	1.14%	-	0.00%
Real Time Staffing Services Inc	Employment Placement Agency	363	1.05%	420	0.95%
Red Dot Corporation	Heater/air conditioning equipment	352	1.02%	409	0.93%
City of Tukwila	Government	334	0.97%	405	0.92%
Sub-total - Major Employers		12,427		13,920	
All Other Employment		22,147		30,167	
TOTAL EMPLOYMENT		34,574		44,087	

Source:

Tukwila Finance Department - Business Licenses

CITY OF TUKWILA, WASHINGTON
SCHEDULE 9
PRINCIPAL PROPERTY TAXPAYERS
 CURRENT YEAR AND NINE YEARS AGO

Name	Type of Business	2015 Assessed Valuation	Percent of 2015 Total Assessed Value ^(a)	2006 Assessed Valuation	Percent of 2006 Total Assessed Value ^(b)
Boeing Company	Airplane company	\$ 552,951,680	10.25%	\$ 402,254,516	10.19%
Westfield (WEA) Southcenter LLC	Department Stores	296,255,581	5.49%	134,015,100	3.39%
La Pianta LP/Segale Properties	Commercial Properties	127,261,693	2.36%	75,755,469	1.92%
KIR Tukwila 050 LLC/KIMCO	Commercial Properties	87,805,800	1.63%	34,973,400	0.89%
Qwest Corporation (US West Communications)	Telephone Utility	80,519,779	1.49%	11,277,424	0.29%
E Property Tax Dept	Commercial Properties	79,841,600	1.48%	33,385,600	0.85%
Icon Tukwila Pool 1 (CWWA Tukwila 1 LLC)	Investment Property	63,807,600	1.18%	-	-
Anne Arundel Apartments LLC (Group Health)	Apartments	50,996,857	0.95%	23,970,000	0.61%
Boeing Employees Credit Union	Credit Union	48,178,411	0.89%	55,335,014	1.40%
COSTCO Wholesale	Cash & Carry Warehouse	44,420,188	0.82%	-	-
3301 South Norfolk LLC (Sea-Tuk Warehouse LLC)	Food Distribution	38,621,700	0.72%	22,350,900	0.57%
Wig Properties LLC (JC Penney)	Department Stores	38,355,255	0.71%	13,384,588	0.34%
Puget Sound Energy/Gas - Electric	Electric/Gas Utility	38,018,669	0.70%	19,239,779	0.49%
Seatac Hotel (Koar-Seatac Partners LP)	Lodging	33,752,900	0.63%	19,167,758	0.49%
Jorgensen Forge Corporation	Steel Manufacturer	30,478,729	0.56%	13,232,395	0.34%
Southcenter Corporate Square	Hair Loss Center	25,815,700	0.48%	-	-
BRCP Riverview Plaza LLC	Commercial Properties	24,586,200	0.46%	19,990,000	0.51%
Federated Department Stores (Macys)	Department Stores	23,589,500	0.44%	29,500,500	0.75%
Centerpoint 8801 Marginal (Merrill Creek Holdings LLC)	Truck Manufacturer	23,288,200	0.43%	15,241,200	0.39%
CHA Southcenter LLC (Doubletree Inn)	Lodging	22,651,106	0.42%	17,585,418	0.45%
Harnish Group Incorporated	Truck Equipment	18,366,205	0.34%	10,520,610	0.27%
Home Depot	Home Improvement	16,269,883	0.30%	-	-
Sterling Realty Organization	Commercial Properties	14,530,100	0.27%	35,704,555	0.90%
Low e's HIW Incorporated	Home Improvement	12,883,865	0.24%	15,171,639	0.38%
Hill Investment Company	Commercial Properties	-	-	6,934,400	0.18%
Reef America Reit II Corporation	Commercial Properties	-	-	57,937,100	1.47%
AMB Institutional Alliance	Commercial Properties	-	-	18,412,600	0.47%
Heitman	Commercial Properties	-	-	50,809,800	1.29%
TOTALS		\$ 1,793,247,201	33.24%	\$ 1,136,149,765	28.78%

Notes:

^(a) In 2015 the total assessed property value in the City of Tukwila was \$5,395,325,118

^(b) In 2006 the total assessed property value in the City of Tukwila was \$3,947,933,512.

Source:

King County Department of Assessments

GLOSSARY OF TERMS

ACCOUNT. A classification established for the purpose of recording revenues and expenditures.

ACCOUNTING SYSTEM. The methods and records established to identify, assemble, analyze, classify, record and report a government's transactions and to maintain accountability for the related assets and liabilities.

ACCRUAL BASIS. The recording of the financial effects on a government of transactions and other events and circumstances that have cash consequences for the government in the periods in which those transactions, events, and circumstances occur, rather than only in the periods in which cash is received or paid by the government.

ANNUAL BUDGET. A budget applicable to a single fiscal year.

APPROPRIATED BUDGET. The expenditure authority created by the appropriation bills or ordinances, which are signed into law, and the related estimated revenues. The appropriated budget would include all reserves, transfers, allocations, supplemental appropriations and other legally authorized legislative and executive changes.

APPROPRIATION. A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation usually is limited in amount and time it may be expended.

ASSESSED VALUATION. A valuation set upon real estate or other property by a government as a basis for levying taxes.

BALANCED BUDGET. A budget with revenues equal to expenditures. Total Revenues are equal to or greater than Total Expenses.

BARS. Budgeting, Accounting & Reporting System. Refers to the accounting rules established by the Washington State Auditor's Office, including a prescribed chart of accounts.

BASIS OF ACCOUNTING. A term used in reference to when revenues, expenditures, expenses and transfers-and the related assets and liabilities-are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing of the measurements made, regardless of the nature of the measurement, on either the accrual method for proprietary funds or modified accrual method for governmental funds.

BENEFITS. Costs paid by the City on behalf of its employees. Examples include: medical and dental insurance, retirement, deferred compensation, life insurance and worker's compensation.

BIENNIAL BUDGET. A budget applicable to a two-year period.

BUDGET. A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year.

BUDGET AMENDMENT. The method used to make revisions to the adopted budget. Adjustments are made through an ordinance approved by the City Council.

BUDGET CALENDAR. The schedule of events that need to occur and the date or period of time for each to occur in the preparation, review and adoption of a budget.

BUDGET DOCUMENT. The instrument used to present a comprehensive financial program to the appropriating governing body. The budget document usually consists of three parts. The first part contains a message from the budget-making authority, together with a summary of the proposed expenditures and the means of financing them. The second consists of schedules supporting the summary. These schedules show in detail the past years' actual revenues, expenditures and other data used in making the estimates. The third part is composed of drafts of the appropriation, revenue and borrowing measures necessary to put the budget into effect.

BUDGET MESSAGE. A general discussion of the proposed budget as presented in writing by the budget-making authority to the legislative body. The budget message should contain an explanation of the principal budget items, an outline of the government's actual financial experience during the past period and its financial status at the time of the message, and recommendations regarding the financial policy for the coming period.

BUDGETARY CONTROL. The control or management of a government or enterprise in accordance with an approved budget to keep expenditures within the limitations of available appropriations and available revenues.

CAPITAL ASSETS. Long term assets such as land, improvements to land, easements, buildings and related improvements, vehicles, machinery and equipment, infrastructure, and all other tangible or intangible assets that are used in operations and that have initial useful lives extending beyond a single reporting period. *See also Fixed Assets.*

CAPITAL EXPENDITURES. Expenditures of current financial resources for constructing or purchasing capital assets. Under the modified accrual basis of accounting these acquired assets appear as expenditures in the fund statements, however under the current reporting model these acquired assets are recognized as assets in the basic financial statements.

CAPITAL IMPROVEMENT PROGRAM. A program for capital expenditures to be incurred each year over a fixed period of years to meet capital needs arising from the long-term work program or other capital needs. It sets forth each project or other contemplated expenditure in which the government is to have a part and specifies the resources estimated to be available to finance the projected expenditures.

CAPITAL PROJECTS FUND. A fund created to account for financial resources to be used for the acquisition or construction of major capital facilities.

CAPITALIZATION THRESHOLD. Dollar value at which a government elects to capitalize tangible or intangible assets that are used in operations and that have initial useful lives extending beyond a single reporting period. The City's capitalization threshold is established at a cost of \$5,000.00, or greater.

CONTINGENCY FUND. An account set aside for emergencies or other unanticipated needs not otherwise included as part of the budget.

DEBT. An obligation resulting from the borrowing of money or from the purchase of goods and services. Debts of governments include bonds, time warrants and notes.

DEBT SERVICE FUND. A fund established to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

DELINQUENT TAXES. Taxes remaining unpaid on and after the date to which a penalty for nonpayment is attached. Even though the penalty may be subsequently waived and a portion of the taxes may be abated or canceled, the unpaid balances continue to be delinquent taxes until abated, canceled, paid or converted into tax liens.

EXPENDITURES. Decreases in net financial resources. Expenditures include current operating expenses requiring the present or future use of net current assets, debt service and capital outlays, and intergovernmental grants, entitlement and shared revenues.

FISCAL YEAR. A 12 -month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations.

FIXED ASSETS. Long-lived tangible assets obtained or controlled as a result of past transactions, events or circumstances. Fixed assets include buildings, equipment, improvements other than buildings and land. *See also Capital Assets.*

FULL-TIME EQUIVALENT (FTE). An employment indicator that translates the total number of hours worked in a year by all employees, including part-time workers, to an equivalent number of work years. For example, one FTE equals 2,080 hours and .75 FTE equals 1,560 hours.

FUND. A fiscal and accounting entity with a self-balancing set of accounts in which cash and other financial resources, and related liabilities and residual equities, or balances, and changes therein, are recorded and segregated to carry on specific activities or attain certain objectives in accordance with special regulations, restrictions or limitations.

FUND BALANCE. The difference between assets and liabilities reported in a governmental fund. Fund balances are either designated to a particular purpose or undesignated as to the remaining un-appropriated balance of the fund after accounting for the designated funds.

GENERAL FUND. The fund used to account for all financial resources, except those required to be accounted for in another fund.

GENERAL LONG TERM DEBT. Long term debt expected to be repaid from governmental funds.

GENERAL OBLIGATION BONDS. Bonds that are secured by the local government's full faith and credit to use legally available resources, including tax revenues to repay bond holders.

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP). Uniform minimum standards and guidelines for financial accounting and reporting. The primary authoritative body on the application of GAAP to state and local governments is the Government Accounting Standards Board.

GOVERNMENTAL FUNDS. Funds generally used to account for tax supported activities. There are five different types of governmental funds, of which the city uses four of these. The general fund, is the main operating fund of the city. The special revenue funds, are used to account for proceeds from specific sources to be used for legally restricted purposes, but normally not for major capital projects. The debt service funds, which are for the accumulation of resources to pay principle and interest on the City's general long term debt. The capital project funds, which are used for the acquisition or construction of major capital facilities.

LEGAL LEVEL OF BUDGETARY CONTROL. The level at which spending in excess of budgeted

amounts would be a violation of law. The legal level of budgetary control is at the fund level.

LEVEL OF BUDGETARY CONTROL. One of the three possible levels of budgetary control and authority to which organizations, programs, activities and functions may be subject. These levels of budgetary control are (a) appropriated budget, (b) legally authorized non-appropriated budget process or (c) non-budgeted financial activities, which are not subject to the appropriated budget and the appropriation process or to any legally authorized non-appropriated budget review and approval process, but still are relevant for sound financial management and oversight.

LEVY. (1) (Verb) To impose taxes, special assessments or service charges for the support of government activities. (2) (Noun) The total amount of taxes, special assessments or service charges imposed by a government.

MODIFIED ACCRUAL BASIS. The basis of accounting associated with the governmental fund-type measurement focus. Under it, revenues and other financial resources are recognized when they become susceptible to accrual, that is when they become both "measurable" and "available" to finance expenditures of the current period. Expenditures are recognized when the fund liability is incurred except for inventories of materials and supplies that may be considered expenditures either when purchased or when used. All governmental funds, expendable trust funds and agency funds are accounted for using the modified accrual basis of accounting.

OBJECT DESCRIPTION. The classification of expenditures on the basis of categories called line-items or objects-of-expenditure (e.g., 10-Salaries & Wages, 20-Personnel Benefits, 40-Other Services & Charges, 60-Capital Outlay, etc.) and within each category more detailed line-items (e.g., salaries, travel, telephone expense, etc.).

OPERATING BUDGET. Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing, acquisition, spending and service delivery activities of a government are controlled. The use of annual operating budgets is usually required by law. Even when not required by law, however, annual operating budgets are essential to sound financial management and should be adopted by every government.

OPERATING TRANSFERS. All interfund transfers other than residual equity transfers (e.g., legally authorized transfers from a fund receiving revenue to the fund through which the resources are to be expended).

PROGRAM BUDGET. A budget wherein expenditures are based primarily on programs of work and secondarily on character and object class.

PROPRIETARY FUND TYPES. Sometimes referred to as income determination or commercial-type funds, the classification used to account for a government's ongoing organizations and activities that are similar to those often found in the private sector. The GAAP used are generally those applicable to similar businesses in the private sector and the measurement focus is on determination of net income, financial position and changes in financial position.

REVENUES. (1) Increases in the net current assets of a governmental fund type from other than expenditure refunds and residual equity transfers. Also, general long-term debt proceeds and operating transfers in are classified as "other financing sources" rather than as revenues. (2) Increases in the net total assets of a proprietary fund type from other than expense refunds, capital contributions and residual

equity transfers. Also, operating transfers in are classified separately from revenues.

SPECIAL ASSESSMENTS. A compulsory levy made against certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit primarily those properties.

SPECIAL REVENUE FUND. A fund used to account for the proceeds of specific revenue sources (other than expendable trusts or major capital projects) that are legally restricted to expenditure for specified purposes. GAAP only require the use of special revenue funds when legally mandated.

TAXES. Compulsory charges levied by a government to finance services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits, such as special assessments. Neither does the term include charges for services rendered only to those paying such charges (e.g., sewer service charges).

TAX LEVY ORDINANCE. An ordinance through which taxes are levied.

TAX RATE. The amount of tax stated in terms of a unit of the tax base (e.g., specified amount per \$1,000 of assessed valuation of taxable property).

TAX RATE LIMIT. The maximum rate at which a government may levy a tax. The limit may apply to taxes raised for a particular purpose or to taxes imposed for all purposes, and may apply to a single government or to a class of governments operating in a particular area. Overall tax-rate limits usually restrict levies for all purposes and of all governments, state and local, having jurisdiction in a given area.

LIST OF ACRONYMS AND ABBREVIATIONS

AWC- Association of Washington Cities
CBD – Central Business District
CCS – Catholic Community Services
CDBG – Community Development Block Grant
CIP – Capital Improvement Program
COLA – Cost of Living Adjustment
DUI/DWI – Driving Under the Influence /Driving While Intoxicated
DWLS – Driving While License Suspended
SKCEDI – Southwest King County Economic Development Initiative
EIS – Environmental Impact Statement
FEMA – Federal Emergency Management Agency
FEMA CERT – Federal Emergency Mgmt. Agency, Community Emergency Response Team
FTE – Full Time Equivalent
GAAP – Generally Accepted Accounting Principles
GASB – Governmental Accounting Standards Board
GFOA – Government Finance Officers Association
GIS – Geographic Information System
HUD – Housing and Urban Development, United States Department of
KCHA – King County Housing Authority
LID – Local Improvement District
MVET – Motor Vehicle Excise Tax
NLC – National League of Cities
NPDES – National Pollutant Discharge Elimination System
PSRC – Puget Sound Regional Council
PWTFL – Public Works Trust Fund Loan
REET – Real Estate Excise Tax
ROW – Right Of Way
SCA – Suburban Cities Association
SEPA – State Environmental Policy Act
SSRTA – Seattle Southside Regional Tourism Authority
SWKCC – Southwest King County Chamber of Commerce
SWM – Surface Water Management
TIB – Tukwila International Boulevard
TOD – Transit Oriented Development
VAL VUE – Valley View Sewer District
WCIA – Washington Cities Insurance Authority
WD 111 – Water District #111
WRIA – Water Resource Inventory Area (Watershed Management Project)
WSDOT – Washington State Department of Transportation