



INFORMATIONAL MEMORANDUM

TO: City Council

FROM: Vicky Carlsen, Finance Director

CC: Mayor Ekberg

DATE: October 27, 2020

SUBJECT: Updates to 2021-2022 Proposed Biennial Budget

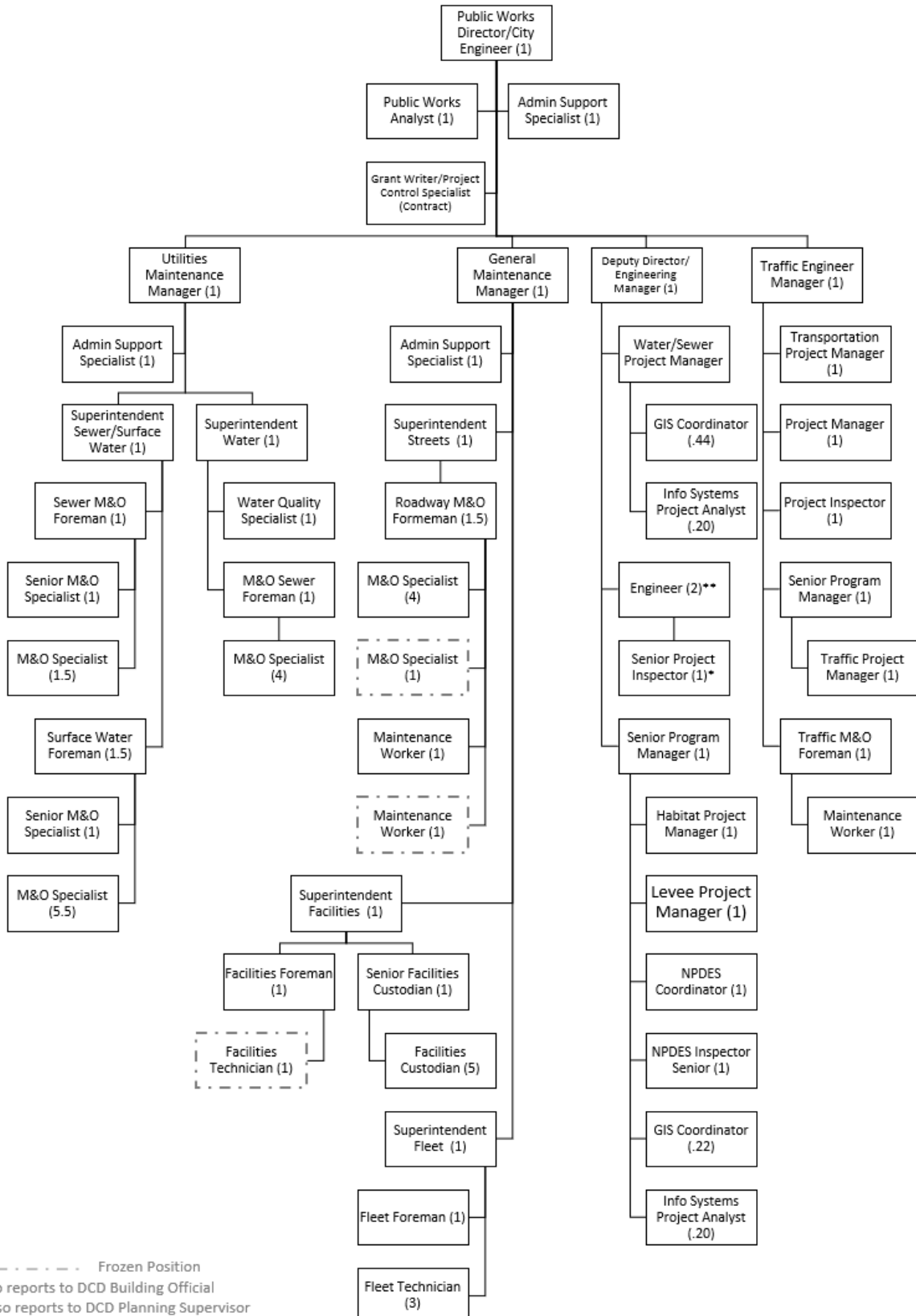
Summarized below are the list of changes included in the green sheets with a modification date of 10/27/20:

Public Works and Street Departments

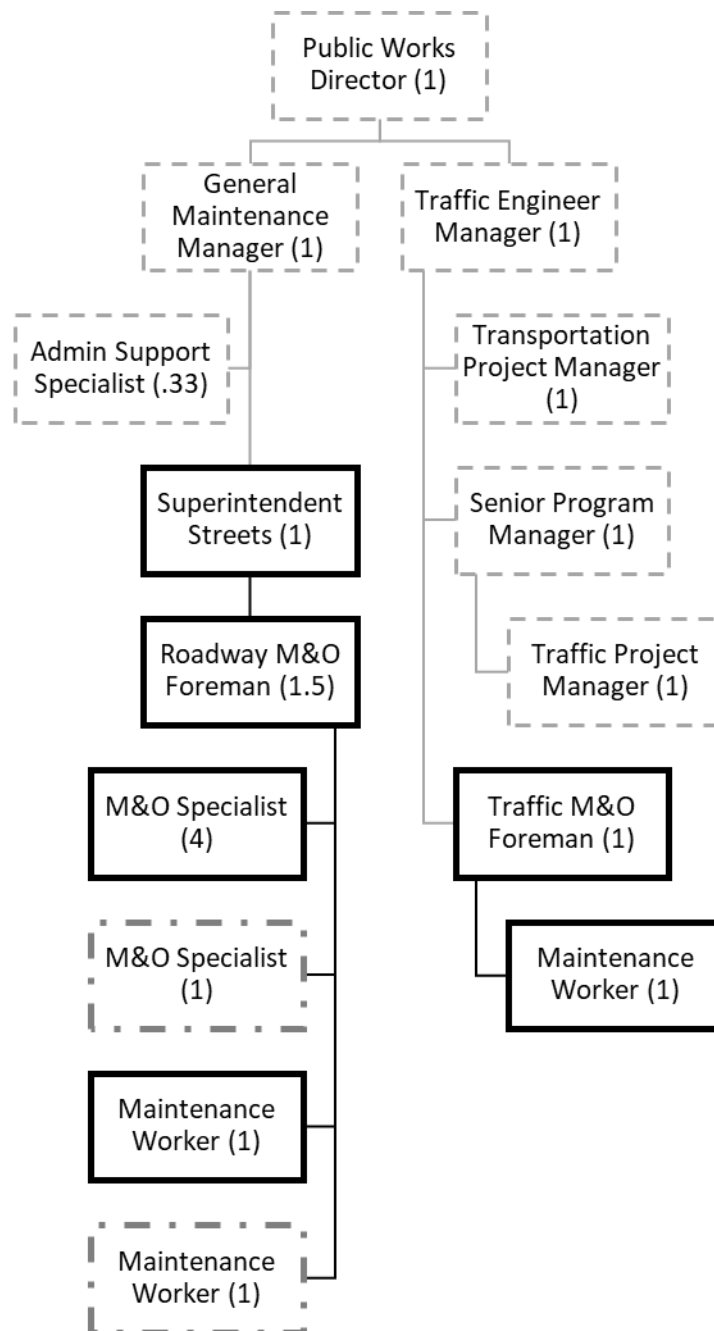
- Page 154 added Street Department org chart
- Page 155 updated accomplishments
- Page 156 removed duplicate statistical chart for Street department and updated statistics
- Page 157 updated program changes discussion
- Page 165 Development Services is now combined with Engineering (page 163)

With the addition of the Street department org chart and the additional narrative around program changes, the page count for Public Works is increased by pages.

Public Works



Public Works – Street Department



DEPARTMENT: Public Works (13)

FUND: General

RESPONSIBLE MANAGER: Hari Ponnekanti

FUND NUMBER: 000

POSITION: Interim Public Works Director

Description

The function 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.

2019-2020 Accomplishments

- ◆ Completed construction of 42nd Ave S Phase III Project. **Strategic Plan Goals 1, 3 & 5**
- ◆ Completed construction of 53rd Ave S Improvements. **Strategic Plan Goals 1, 3 & 5**
- ◆ Completed numerous improvements for the Traffic Calming/Residential Safety Program that included four new RRFB crosswalks, two newly marked crosswalks with signs, 12 new speed radar signs, one new school zone beacon with school crossing, 13 new LED stop signs, one 3-way stop to all-way stop conversion, adding/upgrading 25 streetlights, and 54 parking signs. **Strategic Plan Goals 1, 3 & 5**
- ◆ Completed construction of the Boeing Access Rd Bridge Rehabilitation Project. **Strategic Plan Goal 3**
- ◆ Substantially completed construction of the Boeing Access Rd Bridge over Airport Way Project. **Strategic Plan Goal 3**
- ◆ Completed installation of two RRFB crosswalks on Tukwila Int'l Blvd at S 140th St. **Strategic Plan Goals 1, 3 & 5**
- ◆ Cleaned Tukwila International Blvd streetscape at higher frequency. **Strategic Plan Goals 1, 3 & 5**
- ◆ Completed additional segments of the CBD Sewer Rehabilitation Project. **Strategic Plan Goals 1, 3 & 5 Utility Comp Plan Goal 12.1.**

2021-2022 Outcome Goals

- ◆ Improve pedestrian safety.
- ◆ Improve City Facilities to enhance public safety and efficiencies.
- ◆ Improve customer service.

2021-2022 Indicators of Success

- ◆ Continue improvements for the Traffic Calming/Residential Safety Program.
- ◆ Complete 30% design of the 42nd Ave S Bridge Replacement Project.
- ◆ Complete construction of the W Valley Hwy street and pedestrian improvements.

Statistics

Public Works - Facility Maintenance	2018 Actual	2019 Actual	2020 Estimated	2021 Projection	2022 Projection
Inventory					
Number of City facilities	42	42	43	41	41
Number of City employees	348	348	348		
Amount of square footage for all City facilities	251,733	251,733	382,264	363,964	338,324
Amount of square footage covered by City custodial svces	149,957	149,957	242,257	242,257	242,257
Public Works - Street Maintenance	2018 Actual	2019 Actual	2020 Estimated	2021 Projection	2022 Projection
Traffic Signals & Signs					
% of City-owned streetlights repaired within 72 hours. For Seattle City Light/Puget	80%	80%	80%	75%	75%
% of all traffic signal problems corrected within 24 hours	99%	100%	100%	90%	90%
Number of signalized intersections	72	72	74	74	74
Hours maintaining all City-owned traffic signals:	8,000	8,000	8,500	8,500	8,500
Number of traffic signal emergency calls	40	40	45	45	45
Evaluate reflectivity of all signs once a year	75%	75%	75%	50%	75%
Number of signs maintained	4,420	4,450	4,500	4,650	4,700
% of potholes repaired within 96 hours of notice	100%	100%	100%	80%	80%
Amount of hours spent on graffiti removal (annual)	2,000	2,400	2,400	3,000	3,000
City street cleaning:					
% of Residential streets twice a year.	100%	100%	100%	50%	100%
% of Arterial residential and commercial/industrial roads swept three times a year.	100%	100%	100%	50%	100%
% of Arterial commercial/industrial roads swept four times a year.	100%	100%	100%	25%	100%
Inventory					
Number of Residential lane miles	90	90	90	90	90
Number of Commercial lane miles	127	127	127	127	127
Sidewalks (miles)	72	72	72	72	72

Program Changes Discussion

Public Works: Deferred maintenance on various City facilities. Delayed maintenance could increase future maintenance costs.

Street: Street sweeping, and sidewalk cleaning will be eliminated. Maintenance for traffic signals and signal cable upgrades will be deferred.

Park restroom maintenance and Foster Golf Course restroom maintenance has been transferred to the Parks department. This is not a reduction in services but a transfer of services to another department to streamline maintenance services.

Snow and ice planning and preparation is ongoing. Rather than frontloading the snow and ice response material purchase, if a snow and/or ice event occurs, staff will purchase required materials and maintain the roads. Expenditures will need to be covered via a budget amendment later in the year.

Tukwila Works (See Click Fix) has been suspended for now and Street division statistics have been updated to reflect the reduction in staff and supplies for street cleaning. Staff is reviewing other options for providing this service, including an in-house application. When resources become available, staff will need to be added back to manage this program.

Several staffing changes are reflected in the budget. Because Public Works also manages the utility funds, all staffing changes under the Public Works umbrella are discussed in this narrative. Staff changes include the following:

- ◆ Development Services staffing was moved to DCD to be under the One Stop Permits program. Included in the transfer are 2 development engineers and 1 senior inspector. This is a tier one program. This is not a reduction in services but a transfer of services from one department to another department.
- ◆ Reclassifying one position to become a grant writer/project control specialist.
- ◆ Reclassifying one general fund position to become a utilities maintenance manager, funded in the sewer fund. No general fund work will be done by this position.
- ◆ Moving a project manager to the sewer fund who will charge time to construction projects.
- ◆ Adding a levee project manager to the surface water fund.
- ◆ Transferring 66% time of the GIS coordinator to the utility funds for utility specific projects.
- ◆ Transferring 30% time of the information systems project analyst to the utility funds for utility specific projects.
- ◆ A facilities technician, currently vacant, will remain frozen.
- ◆ A street maintenance & operations specialist will remain frozen.
- ◆ One maintenance worker, currently vacant will remain frozen.

In addition to the staffing changes listed above, there is a reduction in budget for overtime and seasonal help.

Expenditure Summary

Public Works						
Expenditures	Actual			Budget		
	2018	2019	Projected 2020	2020	2021	2022
Salaries	\$ 2,547,293	\$ 2,733,688	\$ 2,351,211	\$ 2,944,500	\$ 2,401,895	\$ 2,502,495
Extra Labor	45,249	61,850	1,530	45,000	2,000	2,000
Overtime	35,152	63,329	16,319	24,000	13,117	13,117
FICA	201,666	215,948	180,996	219,330	184,902	192,599
Pension	328,149	365,777	299,194	368,937	280,615	258,096
Industrial Insurance	46,626	56,090	55,046	81,061	60,880	61,029
Healthcare	563,001	628,787	609,669	714,229	692,725	748,112
Unemployment	7,030	2,310	20,000	-	-	-
Clothing Allowance	3,741	4,476	5,350	5,600	5,600	5,600
Total Salaries & Benefits	3,777,907	4,132,254	3,539,315	4,402,657	3,641,734	3,783,048
Supplies	270,806	523,383	210,987	296,675	207,375	207,375
Small tools	21,611	17,868	11,250	17,450	16,250	16,250
Total Supplies	292,417	541,250	222,237	314,125	223,625	223,625
Professional services	69,951	28,711	164,428	6,700	32,900	32,900
Communication	25,966	31,281	31,102	16,350	28,500	28,500
Travel	2,108	9,843	2,338	4,300	4,300	4,300
Advertising	-	50	-	-	-	-
Operating rentals	443,314	707,446	291,321	476,337	467,543	462,730
Insurance	134,932	137,274	193,198	147,007	215,138	236,652
Utilities	1,603,284	1,636,316	1,645,306	1,705,400	1,627,200	1,670,040
Repair and maintenance	290,699	300,627	196,577	193,000	223,850	228,850
Miscellaneous	23,917	29,675	13,000	33,035	19,535	19,535
Total Services	2,594,172	2,881,223	2,537,270	2,582,129	2,618,966	2,683,507
Excise Taxes	5	-	-	-	-	-
Capital	-	17,057	-	-	-	-
Total Other	5	17,057	-	-	-	-
Total Public Works	\$ 6,664,500	\$ 7,571,784	\$ 6,298,822	\$ 7,298,911	\$ 6,484,325	\$ 6,690,180

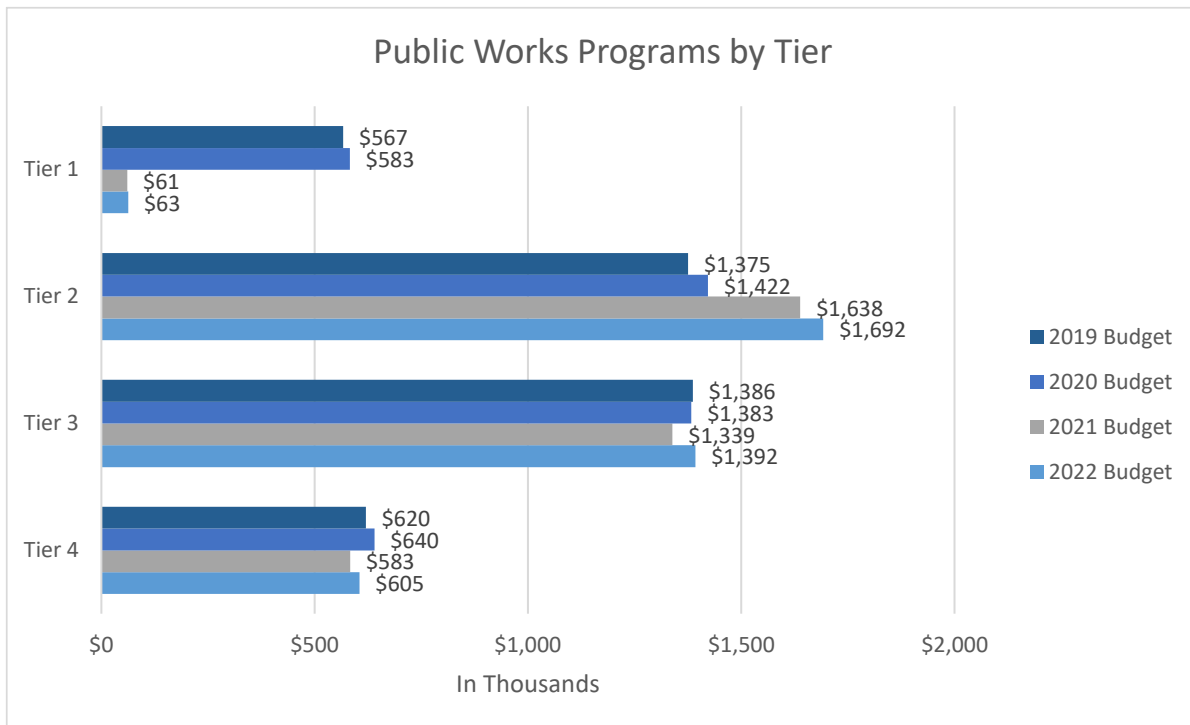
Department Detail

Staffing and Expenditure by Program – Public Works

PROGRAMS	PRIOR BUDGET			PROPOSED BUDGET				
	FTE	2020	% of Total Budget	FTE	2021	% of Total Budget	2022	% of Total Budget
Utilities/Alarm/Insurance/PMS	0.15	641,266	15.9%	0.25	680,168	18.8%	716,065	19.1%
Facility Cleaning/ Custodians	5.40	611,361	15.2%	4.95	553,541	15.3%	574,403	15.3%
Permits	4.35	582,705	14.5%	0.35	61,120	1.7%	63,042	1.7%
CIP/Budget Administration	3.70	582,106	14.5%	2.40	371,528	10.3%	388,875	10.4%
Facility Improvements	2.50	526,479	13.1%	2.30	549,125	15.2%	565,994	15.1%
PW Contracts/ Claims/Invoices	2.70	329,143	8.2%	3.20	413,142	11.4%	431,932	11.5%
Customer Service Response	0.85	115,140	2.9%	1.15	166,030	4.6%	173,098	4.6%
General PW Administration	1.00	222,369	5.5%	1.65	374,696	10.3%	373,015	9.9%
Regional Issues	0.55	106,522	2.6%	0.55	109,012	3.0%	111,764	3.0%
City Clerk Record Center	0.00	100,000	2.5%	0.10	109,417	3.0%	110,189	2.9%
TCC Rental Setup/ Breakdown/Damage	0.85	84,977	2.1%	0.85	89,195	2.5%	94,192	2.5%
Cleaning Park Restrooms	0.55	52,119	1.3%	0.55	53,655	1.5%	56,485	1.5%
Council Chamber Setup	0.30	28,750	0.7%	0.30	29,594	0.8%	31,044	0.8%
Emergency Preparedness	0.15	28,471	0.7%	0.20	38,009	1.0%	39,010	1.0%
Code Enforcement/ Police Bldg Support	0.15	16,450	0.4%	0.20	22,911	0.6%	23,774	0.6%
PROGRAM TOTALS	23.20	4,027,858	100%	19.00	3,621,145	100%	3,752,880	100%

Programs by Tier – Public Works

Programs are scored amongst four tiers with Tier 1 being the most directly connected and supportive of the City’s strategic goals. Programs identified by Public Works fall into all four tiers with 47% of the budget allocated to the top two tiers.



Program Descriptions – Public Works

Utilities/Alarm/Insurance/PMs: Fixed fees for Utilities, alarm charges, insurance, PMs

Facility Cleaning/Custodians: Custodians & supplies and 25% Administrative Support Specialist

Permits: Private Development

CIP/Budget Administration: Capital Improvement Program Tracking and Budget

Facility Improvements: 3 FTEs & facility repairs and 25% Administrative Support Specialist

Public Works Contracts/Claims/Invoices: Public Works Contracts through Committee and Council approval along with claims

Customer Service and Response: Research and response to See Click Fix's Tukwila Works

General Public Works Administration: Overall PW Supervision

Regional Issues: Regional Transportation, Water, Sewer etc.

City Clerk Record Center: Rental for City Clerk Records Center

Tukwila Community Center Rental Setup/Breakdown/Damage: TCC

Cleaning Park Restrooms: Custodians clean 5 park restrooms

Council Chamber Setup: Council setup for court/meetings

Emergency Preparedness: Emergency Preparedness

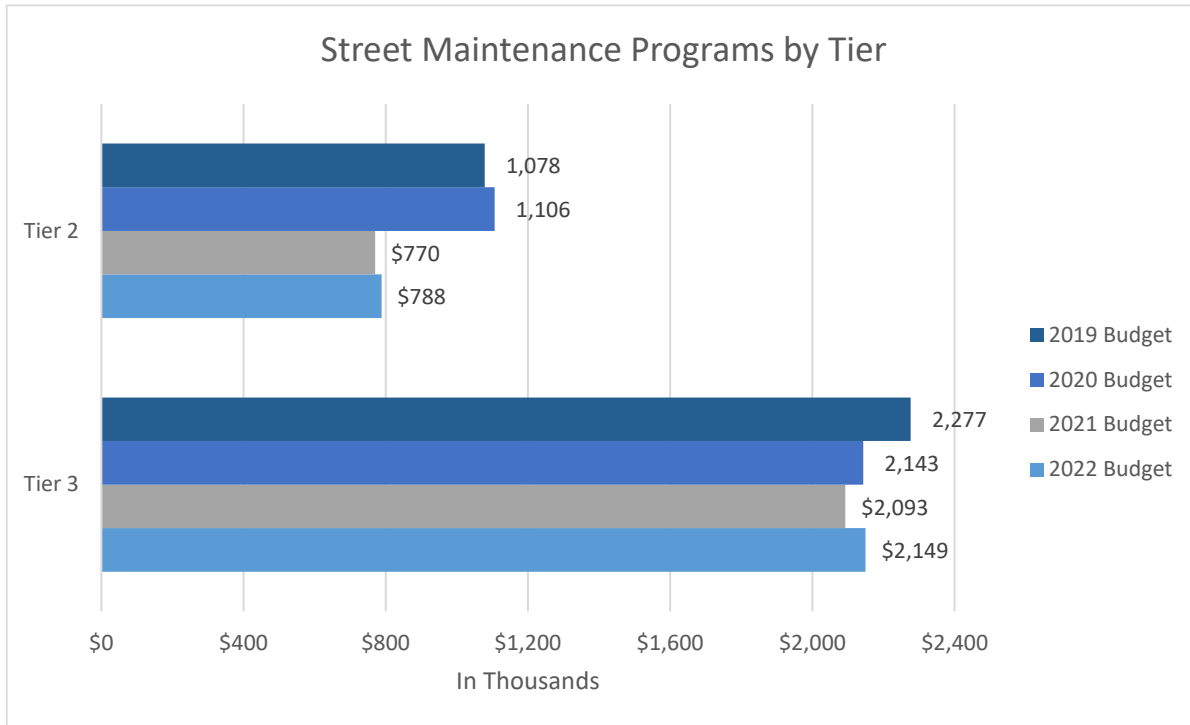
Code Enforcement/Police Building Support: Boarding up private residences for code enforcement/Police

Staffing and Expenditure by Program – Street Maintenance

PROGRAMS	PRIOR BUDGET			PROPOSED BUDGET				
	FTE	2020	% of Total Budget	FTE	2021	% of Total Budget	2022	% of Total Budget
Utilities/Surface Water	0.00	1,216,000	37.4%	-	1,248,038	43.6%	1,294,492	44.1%
Road & Street Admin	0.30	391,082	12.0%	0.30	360,298	12.6%	354,969	12.1%
Traffic Control Devices	1.60	302,539	9.3%	0.83	176,511	6.2%	178,619	6.1%
Transportation	1.80	247,946	7.6%	1.28	190,528	6.7%	195,884	6.7%
Street Cleaning	1.60	209,060	6.4%	0.93	105,521	3.7%	109,194	3.7%
Tukwila Int'l Blvd Bus Stop/Streetscape	1.60	197,263	6.1%	1.75	196,512	6.9%	203,202	6.9%
Customer Service and Response	1.30	153,939	4.7%	1.10	134,922	4.7%	138,867	4.7%
Streetscapes/Median Landscaping	0.95	136,752	4.2%	0.95	105,009	3.7%	108,737	3.7%
Street Lighting	0.70	107,388	3.3%	0.70	114,368	4.0%	116,167	4.0%
Snow & Ice Control	0.60	80,885	2.5%	0.48	57,346	2.0%	59,043	2.0%
Video & Fiber	0.25	62,072	1.9%	0.25	50,611	1.8%	51,273	1.7%
Minor Structural Repairs	0.50	47,553	1.5%	0.28	31,777	1.1%	32,744	1.1%
Sidewalks	0.50	48,437	1.5%	0.38	43,533	1.5%	44,965	1.5%
Streets Administration	0.30	47,797	1.5%	0.30	48,208	1.7%	49,145	1.7%
PROGRAM TOTALS	12.00	3,248,711	100%	9.50	2,863,180	100%	2,937,300	100%

Programs by Tier – Street Maintenance

Programs are scored amongst four tiers with Tier 1 being the most directly connected and supportive of the City’s strategic goals. Programs identified by Street Maintenance fall into Tiers 2 and 3 with 34% of the budget allocated to Tier 2.



Program Descriptions – Street Maintenance

Utilities/Surface Water: Surface Water, Electricity, Gas

Road and Street Administration: Training, Insurance, Fleet replacement

Traffic Control Devices: Traffic Signals, Signage, & buttons

Transportation: Roadside Cleanup, asphalt & shoulder repairs

Street Cleaning: Sweeping, tree removal, etc.

Tukwila International Boulevard Bus Stop/Streetscape: Tukwila Int'l Blvd cleanup and maintenance

Customer Service and Response: Citywide response to complaints

Streetscapes/Median Landscaping: Street landscaping

Street Lighting: Repair of metal streetlight poles

Snow and Ice Control: Snow removal & salt brine

Video and Fiber: Video machinery and conduit repair, maintenance

Minor Structural Repairs: Any minor structural repairs, graffiti removal on structures

Sidewalks: Sidewalk repair, tree root fixes

Streets Administration: Administrative

DEPARTMENT: Public Works (13)
FUND: General
RESPONSIBLE MANAGER: Hari Ponnekanti

DIVISION: Administration
FUND NUMBER: 000
POSITION: Interim Public Works Director

Description

The function 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

Public Works - Administration								
Expenditures	Actual			Budget			Percent Change	
	2018	2019	Projected	2020	2021	2022	2020-2021	2021-2022
			2020					
Salaries & Wages	\$ 307,171	\$ 410,587	\$ 364,270	\$ 338,972	\$ 432,123	\$ 450,138	27.48%	4.17%
Personnel Benefits	110,934	156,025	146,009	126,693	174,620	179,147	37.83%	2.59%
Supplies	9,412	6,284	5,500	6,000	6,000	6,000	0.00%	0.00%
Services	25,476	16,347	9,423	23,721	11,793	11,886	-50.28%	0.79%
Expenditure Total	\$ 452,992	\$ 589,243	\$ 525,202	\$ 495,386	\$ 624,536	\$ 647,171	26.07%	3.62%

General Ledger Code Details

Expenditures

GL Account Code	Account Description	Actual		Projected 2020	Budget		
		2018	2019		2020	2021	2022
000.13.543.100.11.00	SALARIES	304,020	407,995	364,270	338,972	432,123	450,138
000.13.543.100.12.00	EXTRA LABOR	3,151	2,592	-	-	-	-
000.13.543.100.21.00	FICA	22,805	28,925	27,290	23,789	33,057	34,436
000.13.543.100.23.00	PERS	38,739	52,075	42,592	43,050	50,169	46,139
000.13.543.100.24.00	INDUSTRIAL INSURANCE	842	1,067	1,028	1,113	1,353	1,353
000.13.543.100.24.50	PAID FAMILY & MEDICAL LEAVE PREMIUMS	20	567	540	-	640	666
000.13.543.100.25.00	MEDICAL,DENTAL,LIFE,OPTICAL	2,508	3,348	2,880	2,879	3,585	3,872
000.13.543.100.25.97	SELF INSURED MEDICAL & DENTAL	46,020	70,044	71,679	55,862	85,816	92,681
000.13.543.100.31.00	OFFICE & OPERATING SUPPLIES	9,412	6,284	5,500	5,500	5,500	5,500
000.13.543.100.31.01	OFFICE & OPERATING SUPPLIES	-	-	-	500	500	500
000.13.543.100.42.00	COMMUNICATION	14,419	1,061	1,000	800	1,000	1,000
000.13.543.100.43.00	TRAVEL	532	721	12	300	300	300
000.13.543.100.45.00	OPERATING RENTALS & LEASES	3,846	6,448	6,500	2,900	6,500	6,500
000.13.543.100.45.94	EQUIPMENT RENTAL - REPLACEMENT	10	67	5	10	6	4
000.13.543.100.45.95	EQUIPMENT RENTAL - O & M	4,354	6,559	656	1,311	1,237	1,332
000.13.543.100.48.00	REPAIRS & MAINTENANCE	-	-	100	100	100	100
000.13.543.100.48.01	800 MHZ RADIOS	810	630	650	1,300	650	650
000.13.543.100.49.00	MISCELLANEOUS	1,506	860	500	2,000	2,000	2,000
000.13.543.100.49.51	MISC-FRANCHISE MGMNT CONSULTANT	-	-	-	15,000	-	-
Totals		452,992	589,243	525,202	495,386	624,536	647,171

DEPARTMENT: Public Works (13)
FUND: General
RESPONSIBLE MANAGER: Hari Ponnekanti

DIVISION: Maintenance Administration
FUND NUMBER: 000
POSITION: Interim Public Works Director

Description

The function 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

Public Works - Maintenance Administration								
Expenditures	Actual			Budget			Percent Change	
	2018	2019	Projected	2020	2021	2022	2020-2021	2021-2022
			2020					
Salaries & Wages	\$ 236,642	\$ 233,827	\$ 233,427	\$ 259,500	\$ 256,165	\$ 267,426	-1.29%	4.40%
Personnel Benefits	110,217	114,322	122,050	128,661	127,806	132,521	-0.66%	3.69%
Supplies	4,011	4,132	5,000	5,000	5,000	5,000	0.00%	0.00%
Services	10,761	11,396	9,144	16,271	13,906	14,335	-14.54%	3.08%
Expenditure Total	\$ 361,631	\$ 363,678	\$ 369,621	\$ 409,432	\$ 402,877	\$ 419,282	-1.60%	4.07%

General Ledger Code Details

Expenditures

GL Account Code	Account Description	Actual		Projected 2020	Budget		
		2018	2019		2020	2021	2022
000.13.543.101.11.00	SALARIES	235,958	233,827	233,427	259,500	256,165	267,426
000.13.543.101.13.00	OVERTIME	684	-	-	-	-	-
000.13.543.101.21.00	FICA	17,862	17,180	17,387	19,994	19,597	20,458
000.13.543.101.23.00	PERS	30,103	29,992	29,843	32,956	29,741	27,411
000.13.543.101.24.00	INDUSTRIAL INSURANCE	1,599	2,508	2,981	3,313	1,015	1,015
000.13.543.101.24.50	PAID FAMILY & MEDICAL LEAVE PREMIUMS	15	346	345	-	379	396
000.13.543.101.25.00	MEDICAL, DENTAL, LIFE, OPTICAL	2,023	2,146	2,190	2,203	2,240	2,420
000.13.543.101.25.97	SELF INSURED MEDICAL & DENTAL	58,615	62,149	69,304	70,195	74,834	80,821
000.13.543.101.31.00	OFFICE & OPERATING SUPPLIES	3,908	2,144	3,250	3,250	3,250	3,250
000.13.543.101.31.01	OFFICE & OPERATING SUPPLIES	102	1,000	1,000	1,000	1,000	1,000
000.13.543.101.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	989	750	750	750	750
000.13.543.101.41.00	PROFESSIONAL SERVICES	2,400	-	-	500	500	500
000.13.543.101.42.00	COMMUNICATION	700	1,083	1,000	750	1,000	1,000
000.13.543.101.43.00	TRAVEL	384	17	-	300	300	300
000.13.543.101.45.00	OPERATING RENTALS & LEASES	1,778	2,290	2,300	5,000	3,000	3,000
000.13.543.101.45.94	EQUIPMENT RENTAL - REPLACEMENT	527	2,005	264	527	313	226
000.13.543.101.45.95	EQUIPMENT RENTAL O & M	2,837	4,120	3,580	7,159	6,758	7,274
000.13.543.101.49.00	MISCELLANEOUS	2,135	1,882	2,000	2,035	2,035	2,035
Totals		361,631	363,678	369,621	409,432	402,877	419,282

DEPARTMENT: Public Works (13)
FUND: General
RESPONSIBLE MANAGER: Hari Ponnekanti

DIVISION: Engineering
FUND NUMBER: 000
POSITION: Interim Public Works Director

Description

The Engineering Division function 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

Public Works - Engineering								
Expenditures	Actual			Budget			Percent Change	
	2018	2019	Projected	2020	2021	2022	2020-2021	2021-2022
			2020					
Salaries & Wages	\$ 658,738	\$ 718,890	\$ 501,917	\$ 825,276	\$ 343,145	\$ 360,345	-58.42%	5.01%
Personnel Benefits	251,898	296,951	224,675	367,392	157,551	162,713	-57.12%	3.28%
Supplies	10,012	8,413	3,000	8,000	8,000	8,000	0.00%	0.00%
Services	70,185	64,753	169,057	25,854	60,228	61,056	132.95%	1.37%
Expenditure Total	\$ 990,833	\$ 1,089,006	\$ 898,649	\$ 1,226,522	\$ 568,924	\$ 592,114	-53.61%	4.08%

General Ledger Code Details

Expenditures

GL Account Code	Account Description	Actual		Projected 2020	Budget		
		2018	2019		2020	2021	2022
000.13.543.130.11.00	SALARIES	311,294	336,208	311,231	442,435	334,064	351,264
000.13.543.130.13.00	OVERTIME	20,540	11,740	1,209	-	-	-
000.13.543.130.21.00	FICA	24,467	26,419	23,667	33,942	25,556	26,872
000.13.543.130.23.00	PERS	37,731	44,694	40,179	56,174	38,785	36,004
000.13.543.130.24.00	INDUSTRIAL INSURANCE	3,234	3,623	3,294	5,881	5,658	5,658
000.13.543.130.24.50	PAID FAMILY & MEDICAL LEAVE PREMIUMS	27	694	661	-	494	520
000.13.543.130.25.00	MEDICAL,DENTAL,LIFE,OPTICAL	11,974	23,315	26,714	31,721	2,647	2,859
000.13.543.130.25.97	SELF INSURED MEDICAL & DENTAL	42,626	40,478	35,557	73,293	81,403	87,915
000.13.543.130.28.00	UNIFORM CLOTHING	235	366	950	950	950	950
000.13.543.130.31.00	OFFICE & OPERATING SUPPLIES	7,768	8,413	3,000	7,000	7,000	7,000
000.13.543.130.35.00	SMALL TOOLS & MINOR EQUIPMENT	2,244	-	-	1,000	1,000	1,000
000.13.543.130.41.00	PROFESSIONAL SERVICES	24,923	23,212	50,000	-	28,400	28,400
000.13.543.130.41.02	TRAFFIC MODELING	14,775	650	-	-	-	-
000.13.543.130.41.10	ON CALL SUPPORT SVCS-FRANCHISE AGR	-	-	100,000	-	-	-
000.13.543.130.42.00	COMMUNICATION	415	6,395	6,500	1,500	6,500	6,500
000.13.543.130.43.00	TRAVEL	217	121	30	500	500	500
000.13.543.130.44.00	ADVERTISING	-	50	-	-	-	-
000.13.543.130.45.94	EQUIPMENT RENTAL - REPLACEMENT	1,088	2,741	544	1,088	645	466
000.13.543.130.45.95	EQUIPMENT RENTAL O & M	13,680	14,602	6,983	13,966	13,183	14,190
000.13.543.130.48.00	REPAIRS & MAINTENANCE	454	6,483	-	1,000	1,000	1,000
000.13.543.130.49.00	MISCELLANEOUS	14,632	10,499	5,000	7,800	10,000	10,000
Totals		532,325	560,701	615,519	678,250	557,785	581,098

GL Account Code	Account Description	Actual		Projected 2020	Budget		
		2018	2019		2020	2021	2022
000.13.543.102.11.00	SALARIES	323,084	370,135	189,454	373,841	-	-
000.13.543.102.13.00	OVERTIME	3,821	807	23	9,000	9,081	9,081
000.13.543.102.21.00	FICA	24,821	27,701	14,250	29,515	695	695
000.13.543.102.23.00	PERS	41,016	47,131	24,323	47,478	1,054	931
000.13.543.102.24.00	INDUSTRIAL INSURANCE	1,754	2,918	2,877	3,753	59	59
000.13.543.102.24.50	PAID FAMILY & MEDICAL LEAVE PREMIUM	22	548	280	-	-	-
000.13.543.102.25.00	MEDICAL, DENTAL, LIFE, OPTICAL	2,615	3,134	1,717	2,787	-	-
000.13.543.102.25.97	SELF INSURED MEDICAL & DENTAL	60,966	75,930	50,206	81,648	-	-
000.13.543.102.28.00	UNIFORM CLOTHING	411	-	-	250	250	250
Totals		990,833	1,089,006	898,649	1,226,522	568,924	592,114

DEPARTMENT: Public Works (13)
FUND: General
RESPONSIBLE MANAGER: Hari Ponnekanti

DIVISION: Facility Maintenance
FUND NUMBER: 000
POSITION: Interim Public Works Director

Description

The function of the Facility Maintenance unit is to preserve all City 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 42 facilities including restrooms in City parks, throughout the City, consisting of approximately 251,733 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, a Heritage Center, four fire stations, Minkler, George Long, and Golf maintenance facilities, several public restrooms, and various other buildings.

Expenditure Summary

Public Works - Facility Maintenance								
Expenditures	Actual			Budget			Percent Change	
	2018	2019	Projected	2020	2021	2022	2020-2021	2021-2022
			2020					
Salaries & Wages	\$ 566,529	\$ 517,245	\$ 539,470	\$ 658,359	\$ 641,991	\$ 674,737	-2.49%	5.10%
Personnel Benefits	251,073	241,254	269,053	306,538	357,812	371,568	16.73%	3.84%
Supplies	58,673	70,107	65,700	78,200	78,200	78,200	0.00%	0.00%
Services	884,727	909,785	867,645	869,198	946,805	969,808	8.93%	2.43%
Capital Outlays	-	-	-	-	-	-	0.00%	0.00%
Expenditure Total	\$ 1,761,001	\$ 1,738,391	\$ 1,741,868	\$ 1,912,295	\$ 2,024,808	\$ 2,094,313	5.88%	3.43%

General Ledger Code Details

Expenditures

GL Account Code	Account Description	Actual		Projected 2020	Budget		
		2018	2019		2020	2021	2022
000.13.518.300.11.00	SALARIES	563,891	513,536	538,654	654,359	635,955	668,701
000.13.518.300.12.00	EXTRA LABOR	-	-	-	-	2,000	2,000
000.13.518.300.13.00	OVERTIME	2,638	3,708	816	4,000	4,036	4,036
000.13.518.300.21.00	FICA	43,882	39,591	41,013	51,387	49,112	51,618
000.13.518.300.23.00	PERS	70,059	66,283	67,564	83,104	74,535	69,188
000.13.518.300.24.00	INDUSTRIAL INSURANCE	15,017	14,523	18,108	23,096	23,967	23,967
000.13.518.300.24.50	PAID FAMILY & MEDICAL LEAVE PREMIUMS	30	791	798	-	944	992
000.13.518.300.25.00	MEDICAL,DENTAL,LIFE,OPTICAL	15,315	15,810	16,867	16,932	5,508	5,917
000.13.518.300.25.97	SELF-INSURED MEDICAL & DENTAL	105,955	102,852	122,703	130,019	201,746	217,886
000.13.518.300.28.00	UNIFORM CLOTHING	815	1,403	2,000	2,000	2,000	2,000
000.13.518.300.31.00	OFFICE & OPERATING SUPPLIES	3,017	4,590	3,200	3,200	3,200	3,200
000.13.518.300.31.01	REPAIRS & MAINTENANCE SUPPLIES	23,429	22,129	25,000	37,500	37,500	37,500
000.13.518.300.31.02	CUSTODIAL SUPPLIES	30,789	35,230	35,000	35,000	35,000	35,000
000.13.518.300.35.00	SMALL TOOLS & MINOR EQUIPMENT	1,438	8,158	2,500	2,500	2,500	2,500
000.13.518.300.41.00	PROFESSIONAL SERVICES	2,681	2,309	7,000	2,000	2,000	2,000
000.13.518.300.42.00	COMMUNICATION	6,227	10,942	15,000	9,000	14,000	14,000
000.13.518.300.45.00	OPERATING RENTALS AND LEASES	96,753	97,352	100,000	100,000	100,000	100,000
000.13.518.300.45.94	EQUIPMENT RENTAL - REPLACEMENT	2,759	26,592	1,380	2,759	1,637	1,183
000.13.518.300.45.95	EQUIPMENT RENTAL - O & M	23,886	38,065	20,470	40,939	43,868	44,425
000.13.518.300.46.04	INSURANCE-PROPERTY	107,581	107,742	163,467	108,200	179,000	196,900
000.13.518.300.47.00	PUBLIC UTILITY SERVICES	4,539	5,082	5,000	5,000	5,000	5,000

GL Account Code	Account Description	Actual		Projected 2020	Budget		
		2018	2019		2020	2021	2022
000.13.518.300.47.21	PUBLIC UTILITY SERVICES-ELECTRICITY	254,318	257,696	260,000	295,000	260,000	260,000
000.13.518.300.47.22	PUBLIC UTILITY SERVICES-GAS	35,489	36,279	37,800	37,800	37,800	37,800
000.13.518.300.47.25	PUBLIC UTILITY SERVICES-WATER/SEWER	64,812	61,511	65,000	75,000	75,000	75,000
000.13.518.300.47.26	PUBLIC UTILITY SERVICES-SURFACE WATER	25,176	26,435	27,228	27,500	27,500	27,500
000.13.518.300.48.00	REPAIRS AND MAINTENANCE	260,155	239,392	165,000	165,000	200,000	205,000
000.13.518.300.49.00	MISCELLANEOUS	351	389	300	1,000	1,000	1,000
Totals		1,761,001	1,738,391	1,741,868	1,912,295	2,024,808	2,094,313

DEPARTMENT: Public Works (16)
FUND: General
RESPONSIBLE MANAGER: Hari Ponnekanti

DIVISION: Street Maintenance
FUND NUMBER: 000
POSITION: Interim Public Works 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

Public Works - Street Maintenance								
Expenditures	Actual			Budget			Percent Change	
	2018	2019	2020	2020	2021	2022	2020-2021	2021-2022
Salaries & Wages	\$ 858,615	\$ 978,318	\$ 729,976	\$ 931,393	\$ 743,588	\$ 764,966	-20.16%	2.87%
Personnel Benefits	426,090	464,835	408,468	459,873	406,933	419,487	-11.51%	3.09%
Supplies	210,309	452,314	143,037	216,925	126,425	126,425	-41.72%	0.00%
Services	1,603,023	1,878,942	1,482,001	1,647,085	1,586,234	1,626,422	-3.69%	2.53%
Intergovt. Services & Taxes	5	-	-	-	-	-	0.00%	0.00%
Capital Outlays	-	17,057	-	-	-	-	0.00%	0.00%
Expenditure Total	\$ 3,098,042	\$ 3,791,466	\$ 2,763,482	\$ 3,255,276	\$ 2,863,180	\$ 2,937,300	-12.04%	2.59%

General Ledger Code Details

Expenditures

GL Account Code	Account Description	Actual		Projected 2020	Budget		
		2018	2019		2020	2021	2022
000.16.542.300.31.01	REPAIRS & MAINTENANCE SUPPLIES	27,813	14,725	34,000	34,000	24,000	24,000
000.16.542.300.35.00	SMALL TOOLS & MINOR EQUIPMENT	3,053	6,549	4,000	4,000	4,000	4,000
000.16.542.300.41.00	PROFESSIONAL SERVICES	1,576	-	-	100	100	100
000.16.542.300.43.00	TRAVEL	-	2,885	-	-	-	-
000.16.542.300.45.00	OPERATING RENTALS AND LEASES	1,103	-	-	3,400	3,400	3,400
000.16.542.300.47.00	PUBLIC UTILITY SERVICES	280	55	90	100	100	100
000.16.542.300.47.02	DUMP FEES	2,507	25	-	10,000	10,000	10,000
000.16.542.300.47.26	SURFACE WATER	776,178	814,989	839,438	840,000	856,800	899,640
000.16.542.300.48.00	REPAIRS & MAINTENANCE	7,796	-	-	100	100	100
000.16.542.500.31.01	REPAIRS & MAINTENANCE SUPPLIES	2,546	320	-	1,000	-	-
000.16.542.500.48.00	REPAIRS AND MAINTENANCE	4,973	20,321	5,437	-	-	-
000.16.542.610.31.01	REPAIRS & MAINTENANCE SUPPLIES	888	1,097	-	2,300	-	-
000.16.542.610.45.00	OPERATING RENTALS AND LEASES	110	-	-	-	-	-
000.16.542.630.31.01	REPAIRS & MAINTENANCE SUPPLIES	6,178	9,485	10,000	25,000	25,000	25,000
000.16.542.630.35.00	SMALL TOOLS & MINOR EQUIPMENT	692	-	300	500	500	500
000.16.542.630.41.00	PROFESSIONAL SERVICES	639	725	700	500	500	500
000.16.542.630.47.21	ELECTRICITY	303,854	262,893	277,000	291,000	260,000	260,000
000.16.542.630.47.22	GAS	917	753	750	1,000	1,000	1,000
000.16.542.630.48.00	REPAIRS AND MAINTENANCE	-	-	390	-	-	-
000.16.542.640.31.01	REPAIRS & MAINTENANCE SUPPLIES	105,154	343,087	55,000	77,425	47,425	47,425
000.16.542.640.35.00	SMALL TOOLS & MINOR EQUIPMENT	2,904	1,620	2,500	2,500	2,500	2,500
000.16.542.640.41.00	PROFESSIONAL SERVICES	19,121	139	502	100	100	100
000.16.542.640.42.00	COMMUNICATION	1,604	960	480	-	-	-
000.16.542.640.47.21	PUBLIC UTILITY SERVICES	79,580	79,471	84,000	84,000	84,000	84,000

GL Account Code	Account Description	Actual		Projected 2020	Budget		
		2018	2019		2020	2021	2022
000.16.542.640.47.21	PUBLIC UTILITY SERVICES	79,580	79,471	84,000	84,000	84,000	84,000
000.16.542.640.48.00	REPAIRS AND MAINTENANCE	2,860	33,801	22,000	20,000	20,000	20,000
000.16.542.660.31.01	REPAIRS & MAINTENANCE SUPPLIES	14,521	38,713	9,037	10,000	-	-
000.16.542.660.43.00	TRAVEL	-	3,854	296	300	-	-
000.16.542.670.31.00	OFFICE & OPERATING SUPPLIES	19,525	19,595	12,000	12,000	-	-
000.16.542.670.31.01	OFFICE & OPERATING SUPPLIES	8,637	6,950	6,000	6,000	-	-
000.16.542.670.35.00	SMALL TOOLS & MINOR EQUIPMENT	1,387	265	1,200	1,200	-	-
000.16.542.670.41.00	PROFESSIONAL SERVICES	2,600	761	2,000	2,200	-	-
000.16.542.670.43.00	TRAVEL	72	-	-	-	-	-
000.16.542.670.47.02	PUBLIC UTILITY SERVICES	15,898	54,650	30,000	30,000	-	-
000.16.542.670.47.25	PUBLIC UTILITY SERVICES -WATER	30,845	29,018	9,000	9,000	-	-
000.16.542.670.48.00	REPAIRS & MAINTENANCE	-	-	-	500	-	-
000.16.542.670.48.01	HAZARDOUS TREE REMOVAL	13,651	-	3,000	3,000	-	-
000.16.542.670.49.53	MISC-EXCISE TAX	-	9	-	-	-	-
000.16.542.670.53.00	EXT TAXES & OPERATING ASSMNTS	5	-	-	-	-	-
000.16.542.700.47.25	WATER/SEWER	8,890	7,459	10,000	-	10,000	10,000
000.16.542.800.31.00	OFFICE & OPERATING SUPPLIES	1,636	3,946	4,000	30,000	15,000	15,000
000.16.542.800.35.00	SMALL TOOLS & MINOR EQUIPMENT	9,739	67	-	2,000	2,000	2,000
000.16.542.800.48.00	REPAIRS & MAINTENANCE	-	-	-	1,500	1,500	1,500
000.16.542.900.11.00	SALARIES	809,047	871,986	714,175	875,393	743,588	765,486
000.16.542.900.12.00	EXTRA LABOR	42,098	59,258	1,530	45,000	-	-
000.16.542.900.13.00	OVERTIME	7,471	47,074	14,271	11,000	-	-
000.16.542.900.21.00	FICA	67,829	76,132	57,389	60,703	56,885	58,520
000.16.542.900.23.00	PERS	110,500	125,602	94,693	106,175	86,331	78,423
000.16.542.900.24.00	INDUSTRIAL INSURANCE	24,015	27,057	23,046	43,905	25,271	25,271
000.16.542.900.24.50	PAID FAMILY & MEDICAL LEAVE PREMIUM	52	1,449	1,088	-	1,100	1,132
000.16.542.900.25.00	MEDICAL,DENTAL,LIFE,OPTICAL	7,299	7,951	6,903	7,677	6,985	7,543
000.16.542.900.25.97	SELF-INSURED MEDICAL & DENTAL	207,085	221,628	202,949	239,013	227,961	246,198
000.16.542.900.26.00	UNEMPLOYMENT COMPENSATION	7,030	2,310	20,000	-	-	-
000.16.542.900.28.00	UNIFORM CLOTHING	2,281	2,707	2,400	2,400	2,400	2,400
000.16.542.900.31.00	OFFICE & OPERATING SUPPLIES	1,590	1,651	1,000	1,000	1,000	1,000
000.16.542.900.41.00	PROFESSIONAL SERVICES	442	468	526	-	-	-
000.16.542.900.49.00	MISCELLANEOUS	-	2,500	-	-	-	-
000.16.543.300.31.00	OFFICE & OPERATING SUPPLIES	3,892	4,025	4,000	5,000	2,000	2,000
000.16.543.300.35.00	SMALL TOOLS & MINOR EQUIPMENT	154	220	-	3,000	3,000	3,000
000.16.543.300.41.00	PROFESSIONAL SERVICES	148	-	3,000	600	600	600
000.16.543.300.41.02	PHYSICALS - HEARING TESTS	646	447	700	700	700	700
000.16.543.300.42.00	COMMUNICATION	2,601	10,840	7,122	4,300	6,000	6,000
000.16.543.300.43.00	TRAVEL	903	2,246	2,000	2,900	3,200	3,200
000.16.543.300.45.94	EQUIPMENT RENTAL - REPLACEMENT	69,720	272,510	34,860	69,720	41,363	29,884
000.16.543.300.45.95	EQUIPMENT RENTAL - O & M	220,864	234,094	113,779	227,558	245,633	250,846
000.16.543.300.46.01	INSURANCE	27,351	29,532	29,731	38,807	36,138	39,752
000.16.543.300.48.00	REPAIRS AND MAINTENANCE	-	-	-	500	500	500
000.16.543.300.49.00	MISCELLANEOUS	5,293	13,537	5,200	5,200	4,500	4,500
000.16.594.440.64.00	MACHINERY & EQUIPMENT	-	17,057	-	-	-	-
Totals		3,098,042	3,791,466	2,763,482	3,255,276	2,863,180	2,937,300