



City of Tukwila, Washington

2015–2016 BIENNIAL BUDGET

*Adopted November 17, 2014
by Ordinance #2458*



City of Tukwila, Washington

VISION

*The city of opportunity,
the community of choice*

MISSION

*To provide superior services
that support a safe, inviting and
healthy environment for our
residents, businesses and guests.*

VALUES

*Caring
Professional
Responsive*

STRATEGIC GOALS AND OBJECTIVES

1 A community of inviting neighborhoods and vibrant business districts

- ◆ *Cultivate community ownership of shared spaces.*
- ◆ *Build a broad and collaborative approach to preventing crime and increasing the sense of safety.*
- ◆ *Focus City planning and investments on creating a connected, dynamic urban environment.*
- ◆ *Use City efforts and investments to realize established visions for specific sub-areas.*

2 A solid foundation for all Tukwila residents

- ◆ *Partner with organizations that help meet the basic needs of all residents.*
- ◆ *Strive for excellent education, vocational supports, and personal growth opportunities through effective partnerships and City services.*
- ◆ *Encourage maintenance, improvements and diversity in the City's housing stock.*

3 A diverse and regionally competitive economy

- ◆ *Embrace the City's economic potential and strengthen the City's role as a regional business and employment center.*
- ◆ *Strengthen the City's engagement and partnership with the business community.*

4 A high-performing and effective organization

- ◆ *Use Tukwila's Vision, Mission, and Strategic Plan to focus and prioritize City efforts.*
- ◆ *Advance Tukwila's interests through participation in regional partnerships.*
- ◆ *Continue to develop as an organization and support individual growth.*
- ◆ *Ensure City facilities are safe, efficient and inviting to the public.*
- ◆ *Ensure the long-term fiscal sustainability of the City.*

5 A positive community identity and image

- ◆ *Improve the City's ability to build trust and work with all members of the Tukwila community.*
- ◆ *Facilitate connections among Tukwila's communities.*
- ◆ *Promote a positive identity and image of Tukwila.*

COVER PHOTOS

(clockwise from upper left)

- *New Community Resource Center at mall*
- *"Safe Routes to School" construction project*
- *Arbor Day tree planting by Duwamish River*
- *Tukwila Village groundbreaking ceremony*

DEDICATION

This 2015-2016 budget is dedicated to the memory of Shelley Kerslake, former City Attorney for the City of Tukwila. Shelley was a key guiding force in the City, and her memory lives on in the policy direction and priorities identified in this budget, as well as in everyone whose heart she touched in Tukwila.



**CITY OF TUKWILA
WASHINGTON**

ADOPTED BIENNIAL BUDGET

2015-2016

Elected Officials

MAYOR: Jim Haggerton

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

POPULATION: 19,765
ASSESSED VALUATION: \$5.0 Billion



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City of Tukwila

6200 Southcenter Boulevard • Tukwila, Washington • 98188
Tel 206-433-1800 • www.tukwilawa.gov

Jim Haggerton, Mayor

January 5, 2015

Dear Tukwila City Councilmembers and Community,

I am pleased to present to you the 2015-2016 biennial budget, which will be my last as Mayor of this great city. The budget is the culmination of collaborative work between the Council and the Administration, and reflects the priorities adopted by the Council in June. I would like to personally thank the Council for its collective effort on this budget.

Budgeting by Priorities

We identified six priorities drawn from and aligned with the Strategic Plan, which was adopted in December, 2012. The Strategic Plan has guided our initiatives and decisions since its adoption, and is the foundation of the 2015-2016 priorities. These include:

1. Tukwila International Boulevard Community Transformation
2. Community Livability
3. Create Community Partners to Implement City-wide Plans and Visions
4. Develop/Implement Comprehensive Economic Development Plan
5. Continue to Create a More Effective Organization
6. Improve Communications and Community Identity

Strong Fiscal Foundation

We could not address these priorities without a strong fiscal foundation, and I am proud say that the budget presented today is financially prudent. We have held the line on new expenditures and are making smart investments in our future. This budget does not include usage of our general fund contingency reserves. In fact, we have achieved our reserve funding goals one year early, and the contingency fund is at 30% of general fund revenues. Additionally, this budget does not include any new taxes.

We took an equally conservative approach to forecasting revenues for the upcoming biennium, projecting a 2.1% average increase in 2015 and a 2.9% increase in 2016. While we do expect construction activity to increase in 2015 and accelerate in 2016 due to Tukwila Village and additional Tukwila International Boulevard development, we did not include other planned development in our assumptions in order to maintain our conservative approach to revenue forecasting.

Continuing our Commitments

The foundation we have set over the past seven years and the priorities we have identified for 2015-2016 demonstrate our continued commitment to ensuring that the Strategic Plan guides us as the city continues to grow and change. We have been able to add seven commissioned officers to the Tukwila Police Department, and we will continue to fund those positions. We will also continue to fund the Neighborhood Resource Center that we re-opened on Tukwila International Boulevard in 2012, as well as the new Community Resource Center we opened last month at Westfield Southcenter.

This budget also reflects our continued commitment to the most vulnerable in our community by funding a wide range of service providers who work closely with our Human Services staff to positively impact the lives of many Tukwila residents every day. It allows our Parks and Recreation Department to continue to provide innovative programs for our residents and guests. In the next biennium, the Parks & Recreation plans to take these programs out into the neighborhoods. Rather than relying on residents to come to the Tukwila Community Center, we are committed to going out to the community. I am excited to see the transformation.

Focusing on our 2015-2016 Priorities

Tukwila International Boulevard Community Transformation: Since our last biennial budget, we have seen amazing changes on the Boulevard. Tukwila Village construction is underway, and the law enforcement action of August 27, 2013 has led to the City's ownership of the three most problematic motels in this area. We are currently in negotiations to purchase the Spruce Motel and Sam's Smokeshop, and demolition of the motels will likely occur in first quarter of 2015. I share the pride in what we have managed to accomplish on Tukwila International Boulevard with the support of the Council and the broader community, and I desire to do more, which is reflected in this budget. Just as we budgeted and planned to buy the motels in our previous budget, this budget includes planning for the next step of Tukwila International Boulevard's transformation, and funding to demolish the remaining motels and smokeshop and develop and implement a process to identify and secure a developer for the former motel site. Our ultimate goal is to have dirt moving for a new development on the former motel sites before the biennium is over.

Community Livability: We know that the appearance, safety and overall quality of life in Tukwila is important to our residents, businesses, visitors and guests. This budget addresses this priority by providing funding for enhanced code enforcement, and continuing our ongoing work to improve residential streets by providing sidewalks, curbs, gutters and undergrounding for 42nd Avenue and 53rd. We can achieve this goal by using a small portion of our considerable bonding capacity to provide necessary infrastructure improvements to 42nd Avenue while capitalizing on a new agreement with Seattle City Light which will cover 60% of the cost of undergrounding. With previous bonds maturing and the favorable undergrounding terms with the utility company, this is a financially prudent way to achieve our goal of safer and improved residential streets in Tukwila. Also funded in this budget is the pedestrian bridge spanning the Green River that will connect the Southcenter district with the new Sound Transit commuter rail station and Phase 2 of the Duwamish Hill Preserve.

Create Community Partners to Implement City-wide Plans and Visions: We recognize that the city can profit from increased partnerships and regional collaboration. Over the years we have seen great gains through our various partnerships, from the success of SCORE Jail and Valley Communications, as well as our memberships in Sound Cities Association, Association of Washington Cities and the National League of Cities. We are currently entering into a unique partnership with the Tukwila School District and the YMCA to provide high quality after-school programming at all Tukwila School District elementary schools. In addition, our exploratory work on potentially joining the Kent Regional Fire Authority is another opportunity to create a beneficial and efficient partnership.

Develop/Implement Comprehensive Economic Development Plan: With the momentum we have created over the past few years on Tukwila International Boulevard, through the Urban Center planning process and the Tukwila South project, we must continue to drive economic development in Tukwila. Both the Council and Administration agree that an economic development plan is critical for the City to develop in the upcoming biennium. I am proud that we have created an environment in Tukwila that

businesses want to join, and I think this new focused, planned approach will catalyze even more future development.

Continue to Create a More Effective Organization: City government continues to identify how we can become a more effective organization and use innovation and out of the box thinking to help us continually improve. With the exception of the Police and Fire departments, we are operating with about the same number of employees as we did 10 years ago. In addition, we have adopted Lean process improvement methods for some of our most critical services to ensure our processes are effective and responsive to both constituent and City needs. While this budget includes additional funding for code enforcement and public records, both of these areas are being evaluated through a Lean process to ensure that additional funding achieves the most efficient and effective outcome.

One example of an innovation we are implementing to become a more effective organization is our new pre-filing diversion program, which is scheduled to commence in November of this year. This program targets specific non-violent defendants cited for theft in the 3rd degree or driving with a suspended license in the 3rd degree and provides the opportunity for pre-filing diversion, if they meet various mandatory criteria. Diversion agreements can include completing community service hours, attending awareness and safety classes and/or paying restitution. Defendants who successfully complete their diversion agreement, will not have charges filed against them. It is expected that this program will save the City in excess of \$100,000 by preventing the need to hire a fourth public defender, while still ensuring public safety and continuing to protect defendants' civil rights.

Improved Communications and Community Identity: Throughout the Strategic Planning process we received feedback regarding the need for improved communication. In order to meet the shared goal of improving communications, we established a Communications Division and hired a communications manager who will begin implementing a City-wide communications plan focused on both external and internal audiences. This budget allows for implementation of this plan, as well as a process for the City to develop a positive identity and image.

Preparing for the Future

The 2015-2016 budget provides a good foundation for Tukwila's years ahead, but it is important that we are all aware of the external forces that play a role in the City's future. Federal, state and county governments continue to reduce the services they offer and there is no evidence this will change any time soon. On top of this, these agencies are no longer the partners they once were in funding critical infrastructure projects. Over the past seven years the City has leveraged hundreds of millions of Federal and State dollars to accomplish projects such as the current work on Interurban and the construction of the Klickitat interchange, but these dollars are becoming scarce. Realities in Olympia in this upcoming legislative session, as well as future ones, may continue to erode state-shared revenues that supply additional funding to the City. In addition, City commitments such as health care costs and LEOFF 1 obligations continue to grow at speeds that outstrip revenue increases. On top of all this, Tukwila, like every other city and county in the state, remains constrained with the 1% property tax cap imposed by the State Legislature.

There are some key policy issues facing the City that have the potential for significant long-term impacts, including facilities planning and the decision as to whether to annex to the Kent Regional Fire Authority. Regardless of what decisions are made, it is critical that we go through a comprehensive process to identify our needs, options and potential timelines to ensure the best outcome for the city.

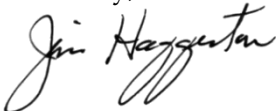
Conclusion

Tukwila is a city of perpetual change. My wife Carol and I moved into our house 42 years ago, and were annexed into the City almost 30 years ago. The Tukwila of the past looks very little like today's Tukwila. The growth around the mall, the significant changes on Tukwila International Boulevard, and Tukwila south with over 500 acres of developable land are all so different. We are now a broadly diverse community, where over 50% of our households speak a language other than English at home. Thousands of immigrants and refugees from all corners of the world now make Tukwila their home and, like the families who have lived here for multiple generations, want a safe, clean, vibrant city that provides opportunities for everyone. It is a privilege and a challenge to lead a city with such diversity in culture, language, tenure and income, and I am satisfied that this budget continues the work of the City to include everyone who lives here or comes to visit.

I am proud of the work we have done over the years to protect the City's strong financial position, while innovating our delivery of superior services and reimagining our public spaces. Just as we have transformed areas such as the Urban Center, Tukwila Village and Tukwila South thanks to the work of smart, committed people before us, I know that our work together over these years has value and will lead to an amazing future for Tukwila.

This budget continues our shared vision to ensure that Tukwila remains and flourishes as the *city of opportunity and community of choice*. Thank you for your partnership in this effort.

Sincerely,



Jim Haggerton
Mayor



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, 2013. 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.



City of Tukwila

Washington

Ordinance No. 2458

**AN ORDINANCE OF THE CITY COUNCIL OF
THE CITY OF TUKWILA, WASHINGTON,
ADOPTING THE BIENNIAL BUDGET OF THE
CITY OF TUKWILA FOR THE 2015-2016
BIENNIUM; PROVIDING FOR SEVERABILITY;
AND ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, the preliminary budget of the City of Tukwila for the 2015-2016 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 10, 2014;

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 2015-2016 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:

<u>Fund</u>	<u>Total Expenditures</u>	<u>Total Revenues</u>
000 General	\$125,817,778	\$125,817,778
105 Contingency	5,703,632	5,703,632
101 Hotel/Motel	2,597,316	2,597,316
103 City Street	11,081,721	11,081,721
104 Arterial Street	35,906,080	35,906,080
109 Drug Seizure Fund	180,000	180,000
200 LTGO Bonds	1,415,333	1,415,333
211 Limited Tax G.O. Refunding Bonds, 2008	1,623,400	1,623,400
212 Limited Tax G.O. Bonds, 2009A	866,315	866,315
214 Limited Tax G.O. Bonds, 2010A	1,172,100	1,172,100
216 Limited Tax G.O. Refunding Bonds, ValleyComm	229,800	229,800
217 2011 Refunding Bonds	1,095,500	1,095,500
218 2014 Facility	226,260	226,260
206 LID Guaranty	669,000	669,000
233 2013 LID	2,400,813	2,400,813
301 Land Acquisition, Recreation & Park Devl.	3,902,000	3,902,000
302 Facility Replacement	10,582,204	10,582,204
303 General Government Improvements	901,000	901,000
304 Fire Improvements	550,200	550,200
401 Water	18,422,000	18,422,000
402 Sewer	19,986,000	19,986,000
411 Foster Golf Course	4,181,494	4,181,494
412 Surface Water	20,429,000	20,429,000
501 Equipment Rental	11,567,136	11,567,136
502 Insurance Fund	14,280,958	14,280,958
503 Insurance – LEOFF 1 Fund	1,772,191	1,772,191
611 Firemen's Pension	<u>1,617,300</u>	<u>1,617,300</u>
Total All Funds Combined	<u>\$299,176,531</u>	<u>\$299,176,531</u>

Section 3. A complete copy of the final budget for 2015-2016, 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.

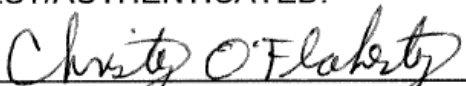
Section 4. Corrections by City Clerk or Code Reviser. Upon approval of the City Attorney, the City Clerk and the code reviser are authorized to make necessary corrections to this ordinance, including the correction of clerical errors; references to other local, state or federal laws, codes, rules, or regulations; or ordinance numbering and section/subsection numbering.

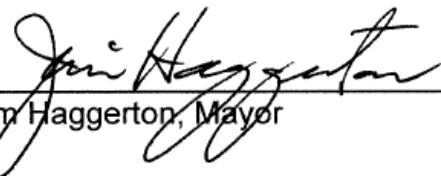
Section 5. Severability. If any section, subsection, paragraph, sentence, clause or phrase of this ordinance or its application to any person or situation should be held to be invalid or unconstitutional for any reason by a court of competent jurisdiction, such invalidity or unconstitutionality shall 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 17TH day of November, 2014.

ATTEST/AUTHENTICATED:


Christy O'Flaherty, MMC, City Clerk


Jim Haggerton, Mayor

APPROVED AS TO FORM BY:


Rachel Turpin, City Attorney

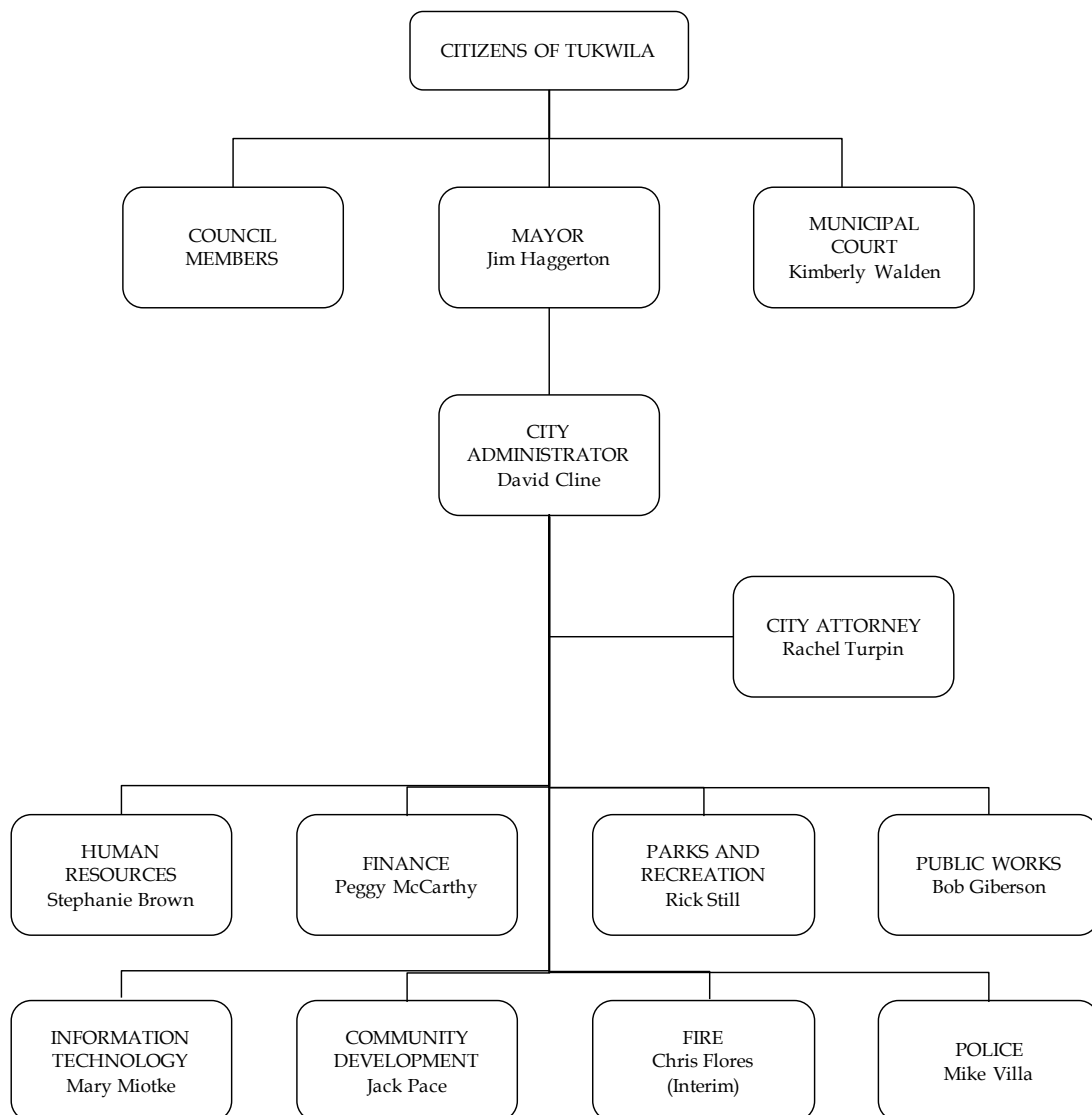
Filed with the City Clerk: 11-12-14
Passed by the City Council: 11-17-14
Published: 11-20-14
Effective Date: 11-25-14
Ordinance Number: 2458

RECONCILIATION OF 2015 - 2016 BUDGET SUMMARY TO ORDINANCE

REVENUES	2015 Beginning Fund Balance	2015 Revenues	2016 Revenues	Total Revenues
000 General	\$ 9,500,000	\$ 56,731,999	\$ 59,585,779	\$ 125,817,778
101 Hotel/Motel	500,000	1,467,316	630,000	2,597,316
103 City Street	1,400,000	524,842	9,156,878	11,081,721
104 Arterial Street	600,000	21,302,000	14,004,080	35,906,080
105 Contingency	5,700,000	1,816	1,816	5,703,632
109 Drug Seizure Fund	60,000	60,000	60,000	180,000
200 LTGO Bonds	-	537,000	878,333	1,415,333
211 Limited Tax G.O. Refunding Bonds, 2008	1,000	811,300	811,100	1,623,400
212 Limited Tax G.O. Bonds, 2009A	1,000	437,355	427,960	866,315
214 Limited Tax G.O. Bonds, 2010A	1,000	585,649	585,451	1,172,100
216 Limited Tax G.O. Refunding Bonds, ValleyComm	1,000	228,800	-	229,800
217 2011 Refunding Bonds	1,000	545,825	548,675	1,095,500
218 2014 Facility	-	113,130	113,130	226,260
206 LID Guaranty	668,000	500	500	669,000
233 2013 LID	805,000	810,140	785,673	2,400,813
301 Land Acquisition, Recreation & Park Devl.	1,100,000	2,491,000	311,000	3,902,000
302 Facility Replacement	1,800,000	4,453,602	4,328,602	10,582,204
303 General Government Improvements	500,000	200,500	200,500	901,000
304 Fire Improvements	450,000	50,100	50,100	550,200
401 Water	6,500,000	5,829,000	6,093,000	18,422,000
402 Sewer	3,400,000	8,262,000	8,324,000	19,986,000
411 Foster Golf Course	600,000	1,769,747	1,811,747	4,181,494
412 Surface Water	2,200,000	11,261,000	6,968,000	20,429,000
501 Equipment Rental	4,500,000	3,613,043	3,454,093	11,567,136
502 Insurance Fund	3,500,000	5,186,929	5,594,029	14,280,958
503 Insurance - LEOFF 1 Fund	500,000	703,851	568,340	1,772,191
611 Firemen's Pension	1,500,000	58,650	58,650	1,617,300
Total	\$ 45,788,000	\$ 128,037,095	\$ 125,351,436	\$ 299,176,531

EXPENDITURES	2015 Expenditures	2016 Expenditures	2016 Ending Fund Balance	Total Expenditures
000 General	\$ 56,528,833	\$ 59,762,899	\$ 9,526,047	\$ 125,817,778
101 Hotel/Motel	1,577,642	427,500	592,174	2,597,316
103 City Street	1,868,000	8,823,000	390,721	11,081,721
104 Arterial Street	21,557,511	14,200,217	148,353	35,906,080
105 Contingency	-	-	5,703,632	5,703,632
109 Drug Seizure Fund	55,000	45,000	80,000	180,000
200 LTGO Bonds	537,000	878,333	-	1,415,333
211 Limited Tax G.O. Refunding Bonds, 2008	811,300	811,100	1,000	1,623,400
212 Limited Tax G.O. Bonds, 2009A	437,355	427,960	1,000	866,315
214 Limited Tax G.O. Bonds, 2010A	585,649	585,451	1,000	1,172,100
216 Limited Tax G.O. Refunding Bonds, ValleyComm	228,800	-	1,000	229,800
217 2011 Refunding Bonds	545,825	548,675	1,000	1,095,500
218 2014 Facility	113,130	113,130	-	226,260
206 LID Guaranty	-	-	669,000	669,000
233 2013 LID	794,284	736,005	870,524	2,400,813
301 Land Acquisition, Recreation & Park Devl.	3,273,000	292,000	337,000	3,902,000
302 Facility Replacement	4,380,000	4,415,000	1,787,204	10,582,204
303 General Government Improvements	320,550	330,641	249,809	901,000
304 Fire Improvements	-	-	550,200	550,200
401 Water	7,448,185	8,298,949	2,674,866	18,422,000
402 Sewer	8,636,400	9,796,006	1,553,594	19,986,000
411 Foster Golf Course	1,768,017	1,812,394	601,083	4,181,494
412 Surface Water	11,070,311	6,591,228	2,767,461	20,429,000
501 Equipment Rental	3,555,343	2,409,952	5,601,841	11,567,136
502 Insurance Fund	6,342,002	6,344,241	1,594,715	14,280,958
503 Insurance - LEOFF 1 Fund	948,819	617,391	205,981	1,772,191
611 Firemen's Pension	132,727	132,727	1,351,846	1,617,300
Total	\$ 133,515,682	\$ 128,399,799	\$ 37,261,050	\$ 299,176,531

**City of Tukwila, Washington
2015-2016 Organization Chart**



CITY OFFICIALS**2014 CITY COUNCIL**

Council President
 Councilmember
 Councilmember
 Councilmember
 Councilmember
 Councilmember
 Councilmember

De'Sean Quinn
 Joe Duffie
 Dennis Robertson
 Allan Ekberg
 Verna Seal
 Kathy Hougardy
 Kate Kruller

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

Jim Haggerton
 David Cline
 Rachel Turpin
 Peggy McCarthy
 Jack Pace
 Rick Still
 Bob Giberson
 Chris Flores
 Mike Villa
 Stephanie Brown
 Mary Miotke

2015-2016 ADOPTED BUDGET PREPARED BY:**FINANCE DEPARTMENT PERSONNEL**

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

Peggy McCarthy
 Vicky Carlsen
 Jennifer F. Santa Ines
 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

Trisha Gilmore

City Staff:

Stephanie Gardner, Parks & Recreation Analyst – Parks & Recreation Department

CIVIL SERVICE COMMISSION

Dennis Sivak

Ronald Johnston

Stephen Wheeler

City Staff:

Kim Gilman, Civil Service Examiner – Human Resources Department

COMMUNITY-ORIENTED POLICING BOARD

Jun Castillo
Jerry Thornton

Kim Karnes

Arthur Rosengren
Lynn Churchill

City Staff:

Chris Partman, Community Oriented Policing Coordinator, Police Department

EQUITY AND DIVERSITY COMMISSION

Kathy Hougardy
Melissa Hart
Crystal Sweet

Katherine Gantz
Nate Robinson
Thong Ung

Joan Hernandez
Aaron Dragonov

City Staff:

Joyce Trantina, Project Development Manager – Mayor's Office

HUMAN SERVICES ADVISORY BOARD

Terra Straight
Christopher Lowrance

Sharon Kidd

Jan Bolerjack

City Staff:

Evelyn Boykan, Program Manager – Human Services Division

Stacy Hansen, Human Services Coordinator – Human Services Division

LIBRARY ADVISORY BOARD

Sharon Kidd
Geraldine Ventura

Steve Miller
Linda McLeod

Marie Parrish

City Staff:

Stephanie Gardner, Parks and Recreation Analyst – Parks & Recreation Department

LODGING TAX ADVISORY COMMITTEE

Council President
Mike Schabbing
Kelly McMeckin

Maureen Huffman
Jim Davis
Carol Kolson

Miesa Berry
Mike Bush

City Staff:

Brandon Miles, Economic Development Liaison – Mayor's Office

PARKS COMMISSION

Sean Albert
Julie Lee

Alice Russell
Don Scanlon

Joanne McManus
Hassan Abdi

City Staff:

Dave Johnson, Recreation Superintendent – Parks & Recreation Department

PLANNING COMMISSION/BOARD OF ARCHITECTURAL REVIEW

Louise Strander
Tom McLeod
Sharon Mann

Nhan Nguyen
Miguel Maestas

Mike Hansen
Brooke Alford

City Staff:

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

SISTER CITY COMMITTEE

Sharon Baker-Myklebust
Patricia Timm

Audrey Davis
Domenic Baker

Bonnie Mullet

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 107-year old community incorporated in 1908, encompassing an area of 9.7 square miles.
- Current population is 19,765.
- 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 area 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 and December.
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 and priorities followed by review of department proposals for the upcoming biennium. 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














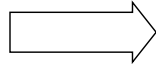






The City prepares a biennial budget, which has been permitted for Washington cities since 1985 and allows cities to adopt a two-year appropriation. An appropriation represents the city's legal authority to expend funds. By design, the City's biennial budget is considered in non-election years, as the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



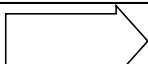














The most common reason for using a two-year appropriation is the time savings in both the budget development and approval process. This is true of staff time invested in preparing the budget as well as the time Council spends during the approval and adoption phases. While it does take more time to prepare 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:

2015-2016 Budget Calendar	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2013												
Council and Executive Team held first workshop to determine potential 2015-2016 priorities.												
Admin Team and consultant refined 2015-2016 priorities.												
2014												
Council held retreat to refine 2015-2016 priorities.												
Council and Executive Team held second workshop to finalize 2015-2016 priorities.												
Forum held to engage community. 2013 accomplishments were reported and feedback on 2015-2016 priorities was gathered.												
2015-2016 priorities were discussed with staff.												
Department staff presented 2015-2016 proposals to Admin Team.												
Admin Team reviewed all proposals.												
Budget files were made available to staff.												
Budget presentations were heard, preliminary decisions on proposals, increases were made.												
Budget files were due to Finance department.												
Council was briefed on budget process.												
Community updated on budget process, priorities.												
Finance department compiled and refined draft budget.												
Admin Team reviewed and refined draft budget.												
Mayor presented proposed budget.												
Budget workshops were held throughout the month.												
Public hearing held.												
Property tax levy set by ordinance.												
Budget and CIP adopted by ordinance and resolution.												

2015-2016 Budget Calendar	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2015												
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.												
Council/Mayor Work Session on budget recommendations.												
CIP Amendment and Mid-biennial budget modification are adopted by ordinance.												
2016												
Mayor and Council budget retreat to update the vision for the City.												
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: *Hotel/Motel 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, and Fire Improvements Fund.

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 2015-2016 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 2015-2016 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 has been 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 biennium. Construction activity on Tukwila International Boulevard associated with the build out of the Tukwila Village complex and with the redevelopment of the urban renewal area is expected to boost construction related revenues including sales tax, permit fees and utility taxes with an acceleration of activity expected in 2016. 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, is planned for the urban area; 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 7 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. Additionally, health care costs continue to go up. 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 2015-2016 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 includes no new taxes. As bonds mature, the budget uses a small portion of the City's considerable bonding capacity to tackle the identified key priorities of sidewalks, curbs, gutters and undergrounding and capitalizes on a new favorable agreement with Seattle City Light that has them covering 60% of the cost of undergrounding on 42nd Avenue South and 53rd Avenue South.

This budget season was different. This is the first budget developed since the adoption of the City's Strategic Plan which occurred in December 2012. The budget focuses on City priorities; priorities that align with the City's strategic goals. The 2015-2016 priorities were identified through a collaborative process between the Council and the Administration and with input from the business and residential communities. In October of 2013, a joint Council/Administration workshop was held to discuss budget priorities; the Administration did some refinements in December and the Council made additional refinements at their retreat in January. In February, a Business Vitality Forum was held and in March, a Community Budget Forum. A Budget Survey was also conducted to learn more about community opinions and priorities. Through this work the budget priorities were finalized and the Council approved them in June. This budget is the result of a lot of input and adheres to both the priorities and the adopted strategic plan.

The **six priorities** identified are:

1. Tukwila International Boulevard Community Transformation
2. Community Livability
3. Create Community Partners to Implement City-wide Plans and Visions
4. Develop/Implement Comprehensive Economic Development Plan
5. Continue to Create a more Effective Organization
6. Improved Communications and Community Identity

Once the priorities were identified, Administration solicited ideas from staff that align with the budget priorities listed above. The staff proposals were evaluated and vetted based on these priorities and six were selected for funding as 2015-2016 initiatives. In addition, two other initiatives were identified but it was determined that they could be accomplished without additional funding. The budget responds to the priorities both through the new initiatives and through continued work on initiatives already underway to help the City meet the Strategic Plan goals, as shown on the next page.

Priority 1 – Tukwila International Boulevard Community Transformation

- Tukwila International Boulevard motel seizure & property redevelopment
- Neighborhood Resource Center
- 8 additional police personnel hired since 2012
- 1 additional police sergeant hired for the Auto Theft Task Force
- Trash clean up on Tukwila International Boulevard
- Tukwila Village development
- ❖ 2015-2016 Initiative – Enhanced Code Enforcement
- ❖ 2015-2016 Initiative – Economic Development Plan

Priority 2 – Community Livability

- 2014 Code Enforcement enhancement
- Park & Recreation Open Space (PROS) plan complete
- Comprehensive Plan update
- Complaint tracking through new TRAKiT permitting system
- ❖ 2015-2016 Initiative – Enhanced Code Enforcement

Priority 3 – Community Partners to Implement City-wide Plans and Visions

- Expanded collaboration with Tukwila School District
- Outreach to community through Community Connectors
- Increased City participation at school and community functions
- Recreation department collaboration with Tukwila School District and YMCA to offer after school enrichment programs to elementary school students.

Priority 4 – Develop/Implement Comprehensive Economic Development Plan

- Reorganization of Economic Development division
- Economic element of Comprehensive Plan
- ❖ 2015-2016 Initiative – Economic Development Plan

Priority 5 – Continue to create a more effective organization

- High Performing Organization, Cultural Competency and Lean City-wide training
- Process improvement study conducted by State Auditor
- Process improvement study conducted by outside consultant
- ❖ 2015-2016 Initiative - Mandated public defender funding
- ❖ 2015-2016 Initiative – Public records request assistance
- ❖ 2015-2016 Initiative – Fire safety equipment

Priority 6 – Improved communications and Community identity.

- Establishment of communications division; staffing of 3
- 1% of CIP projects dedicated to art
- ❖ 2015-2016 Initiative – City identity/communication strategy

The proposal vetting process culminated in a clear ranking of three proposals, which became known as the Tier 1 Initiatives, and a four-way tie for 4 others, which are referred to as Tier 2 Initiatives. In addition, due to a recent State Supreme Court ruling, a legally mandated priority was identified that required immediate funding in this budget. A table describing the initiatives and the additional budget appropriated for them in the 2015-2016 budget follows:

PRIORITY BASED INITIATIVES	Additional budget – In Thousand \$		Description
	2015	2016	
Legally Mandated			
Public Defender caseload limitation	\$275	\$275	In Mayor’s budget as professional services
Tier One			
Code enforcement	\$87	\$87	In Community Development budget as professional services
Public Records request assistant	\$90	\$90	In Mayor/Attorney budget as professional services
Fire equipment	\$137	\$0	In Fire budget as supplies: Airpack cylinders, thermal imaging cameras, defibrillators
Tier Two			
City identity / communication strategy	\$80	\$40	In Mayor/Communications budget as professional services
Economic Development plan	\$60	\$0	In Mayor/Economic Development budget as professional services
Recreation after school program	\$0	\$0	Accomplished with existing budget through partnership with Tukwila School District and YMCA
Police Recruitment coordinator	\$0	\$0	Accomplished with existing budget through process improvements

Legally Mandated Initiative

As mentioned above, one initiative made the list, not based on Administration selection, but because it is legally mandated. Based on a Supreme Court case that becomes effective January 1, 2015, public defender caseloads will be limited to 400 per year driving up the cost of providing public defender services. The budget responds to this new requirement.

Tier One Initiatives

Code enforcement – Resources are added to the code enforcement function to assist in the continual effort to improve the image of Tukwila International Boulevard and residential neighborhoods.

Public records request assistant – The additional resources will allow placement of the review and redaction of the majority of the City’s public records in the hands of a dedicated public records specialist freeing up the City’s Attorney to work on legal issues.

Fire equipment –The proposal funds the replacement of critical equipment such as defibrillators, thermal imaging cameras – used in low to zero light and visibility conditions – and air packs.

Tier Two Initiatives

City identity/communication strategy - The City identity/communication strategy initiative will provide banners for Tukwila International Boulevard and elsewhere, gateway signs, fund other communication initiatives such as website design and update, and cable TV.

Economic Development Plan – The Plan will create a roadmap of goals and strategies for the City’s continued and sustained economic growth and development.

Recreation after school programs – The City leveraged its partnership with the Tukwila School District and YMCA to develop after school programing that meets the needs of the elementary school children. Under this arrangement, no additional budget was required. This initiative is an alternative to the full scale proposal originally submitted.

Police recruitment coordinator - By adjusting priorities and process, additional resources are not considered necessary at this time. Although police recruitment remains a high priority of the City, through a big push in 2014 to hire up all the open and pipeline positions, the need to recruit is expected to subside.

FINANCIAL SUMMARY

The 2015-16 budget reflects a City-wide net expenditure of \$5.5 million in 2015 and \$3 million in 2016 or \$8.5 million 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 three important capital projects – the 42nd Avenue South road improvements that includes sidewalks and undergrounding of utilities; the Interurban Avenue South improvement and the Boeing Access Road Bridge retrofitting for increased public safety. 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 remains below 6% of ongoing General Fund revenues which is 2% lower than the 8% guideline for affordability. In addition to debt-financed capital projects, cash investments are planned for maintenance of capital assets including roads and bridges and for improvements to the residential street, 53rd Avenue South, which includes sidewalks and undergrounding of utilities.

The budget also includes investment in the utility funds. A Water Fund drawdown of over \$3.8 million will allow for investment in the Andover Park East water main replacement, among other projects. A Sewer Fund drawdown of over \$1.7 million will allow for the upgrade of the Central Business District sewer system and other sewer-related projects. Investments in the Duwamish River waterway for fish habitat and other environmental interests and surface water management projects are included for the Surface Water Fund.

The City-wide picture also includes a re-balancing of the healthcare funds. As a result of an overfunding situation, the fund balance in both the employee and the LEOFF 1 retiree healthcare plans has been lowered through lower premium charges in the last biennium. This budget includes premium increases for both plans based on actuarial projections and the City's Reserve Policy. The employee plan structure will be evaluated for cost savings opportunities and to avoid the Patient Protection and Affordability Care Act (PPACA) 40% excise tax, commonly known as the "Cadillac tax," which goes into effect in 2018; the retiree plan will be evaluated to ensure Medicare coverage and other cost saving options are fully utilized.

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.

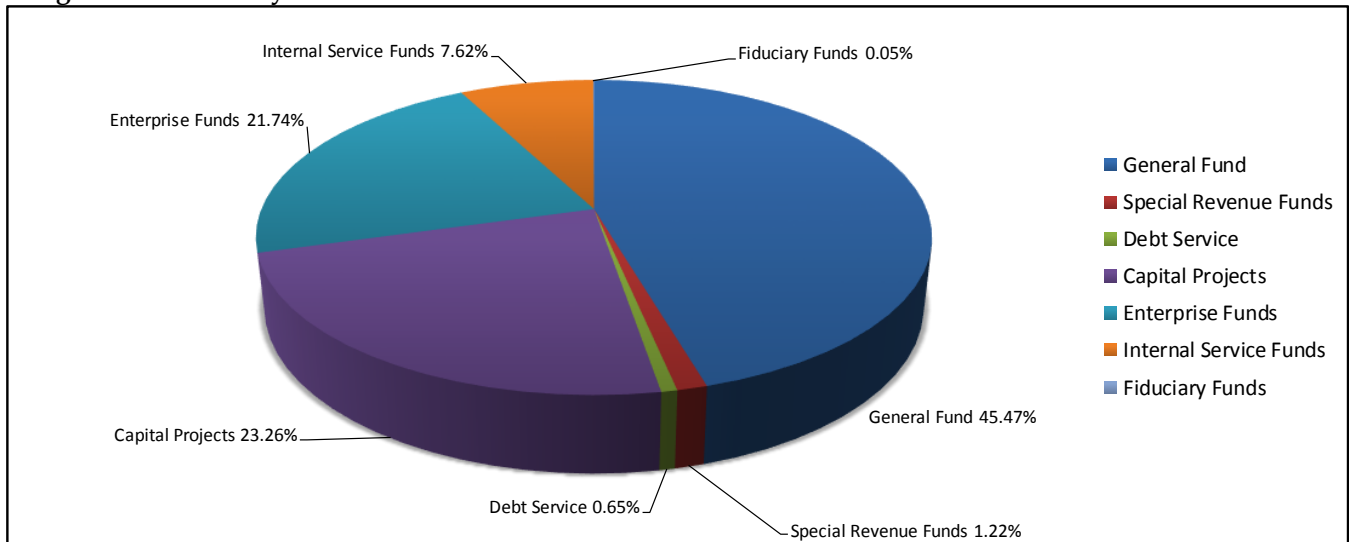
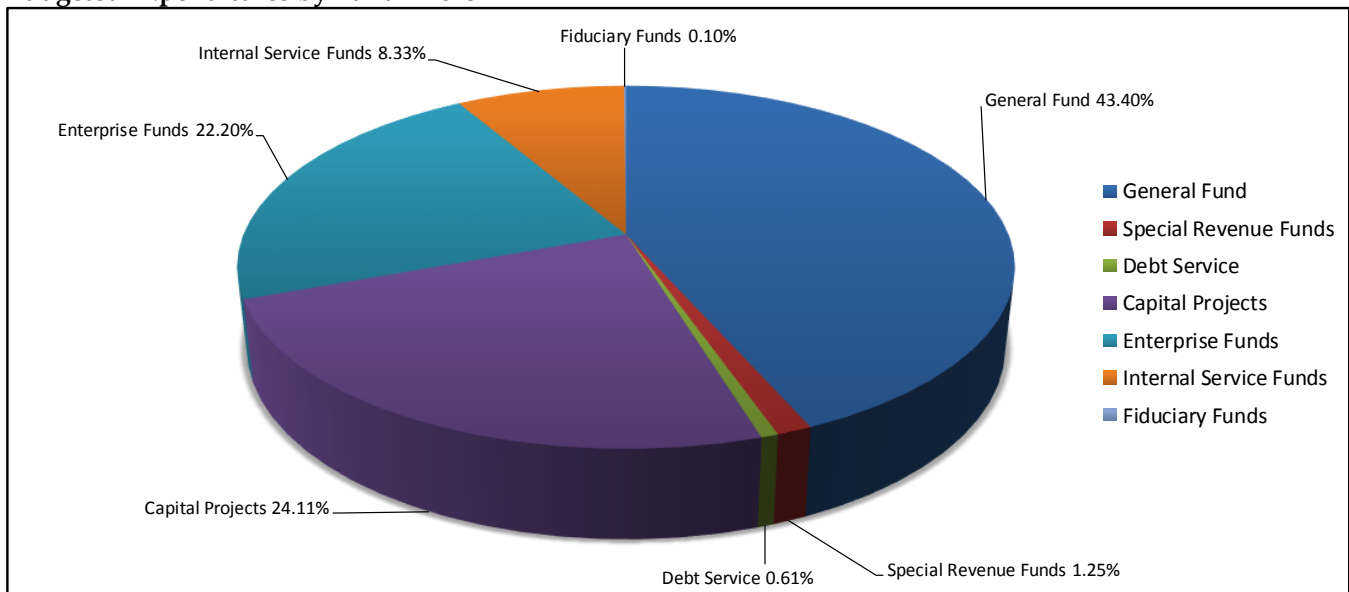
The estimated beginning fund balances, revenues, expenditures and ending fund balances for each of the funds and fund groups is shown below for both 2015 and 2016. The governmental funds included in the Financial Planning Model Attachment A are identified with an asterisk. They exclude the Special Revenue funds which are self-supporting and the allowable activities are very specific and restricted.

2015 BUDGET SUMMARY - ALL FUNDS

Fund		2015 Beginning Fund Balance	2015 Resources	2015 Expenditures	2015 Change in Fund Balance	2015 Ending Fund	
GENERAL & CONTIN- GENY	Fund 000 - General	\$ 9,500,000	\$ 56,731,999	\$ 56,528,833	\$ 203,167	\$ 9,703,167	**
	Fund 105 - Contingency	5,700,000	1,816	-	1,816	5,701,816	**
	<i>Total General & Contingency</i>	<i>15,200,000</i>	<i>56,733,815</i>	<i>56,528,833</i>	<i>204,983</i>	<i>15,404,983</i>	
SPECIAL REVENUE	Fund 101 - Hotel/Motel Tax	500,000	1,467,316	1,577,642	(110,326)	389,674	
	Fund 109 - Drug Seizure	60,000	60,000	55,000	5,000	65,000	
	<i>Total Special Revenue Funds</i>	<i>560,000</i>	<i>1,527,316</i>	<i>1,632,642</i>	<i>(105,326)</i>	<i>454,674</i>	
DEBT SVC	Funds 2**-LTGO Debt Service Funds	5,000	3,259,059	3,259,059	-	5,000	**
	Fund 206 - Guaranty	668,000	500	-	500	668,500	
	Fund 233 - Local Imp. Dist. Bonds, 2013	805,000	810,140	794,284	15,856	820,856	
	<i>Local Imp. Dist #33, Guaranty Funds</i>	<i>1,473,000</i>	<i>810,640</i>	<i>794,284</i>	<i>16,356</i>	<i>1,489,356</i>	
CAPITAL PROJECTS	Fund 103 - Residential Streets	1,400,000	524,842	1,868,000	(1,343,158)	56,842	**
	Fund 104 - Bridges & Arterial Streets	600,000	21,302,000	21,557,511	(255,511)	344,489	**
	Fund 301 - Land Acq, Rec, Park Develop	1,100,000	2,491,000	3,273,000	(782,000)	318,000	**
	Fund 302 - Facility Replacement	1,800,000	4,453,602	4,380,000	73,602	1,873,602	**
	Fund 303 - General Government Imp	500,000	200,500	320,550	(120,050)	379,950	**
	Fund 304 - Fire Improvements	450,000	50,100	-	50,100	500,100	
	<i>Total Capital Projects Funds</i>	<i>5,850,000</i>	<i>29,022,044</i>	<i>31,399,061</i>	<i>(2,377,016)</i>	<i>3,472,984</i>	
ENTERPRISE	Fund 401 - Water	6,500,000	5,829,000	7,448,185	(1,619,185)	4,880,815	
	Fund 402 - Sewer	3,400,000	8,262,000	8,636,400	(374,400)	3,025,600	
	Fund 411 - Foster Golf Course	600,000	1,769,747	1,768,017	1,730	601,730	
	Fund 412 - Surface Water	2,200,000	11,261,000	11,070,311	190,689	2,390,689	
	<i>Total Enterprise Funds</i>	<i>12,700,000</i>	<i>27,121,747</i>	<i>28,922,912</i>	<i>(1,801,165)</i>	<i>10,898,835</i>	
INTERNAL SERVICE	Fund 501 - Equip Rental & Replacement	4,500,000	3,613,043	3,555,343	57,700	4,557,700	
	Fund 502 - Self-Insured Healthcare Plan	3,500,000	5,186,929	6,342,002	(1,155,073)	2,344,927	
	Fund 503 - LEOFF I Self-Ins Health Plan	500,000	703,851	948,819	(244,968)	255,032	
	<i>Total Internal Service Funds</i>	<i>8,500,000</i>	<i>9,503,823</i>	<i>10,846,164</i>	<i>(1,342,341)</i>	<i>7,157,659</i>	
FIDUC- IARY	Fund 611 - Firemen's Pension	1,500,000	58,650	132,727	(74,077)	1,425,923	
TOTAL BUDGET		\$ 45,788,000	\$128,037,095	\$ 133,515,682	\$ (5,478,587)	\$ 40,309,413	

** Included in Financial Planning Model, Attachment A

\$ 18,382,866

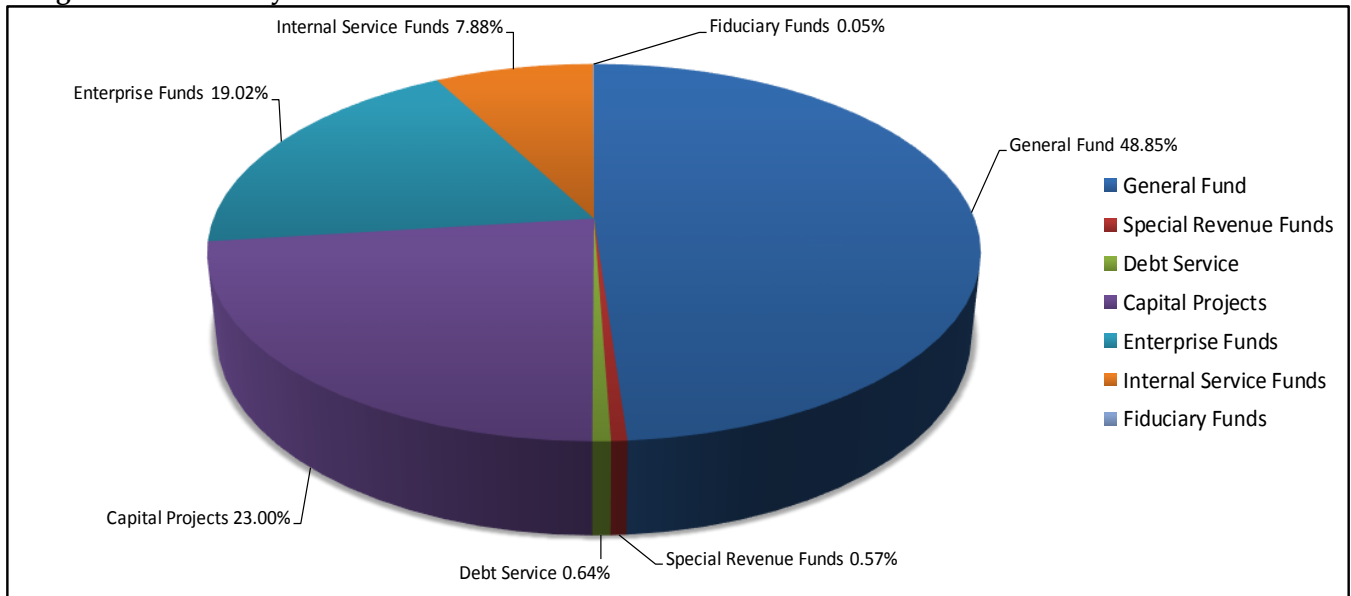
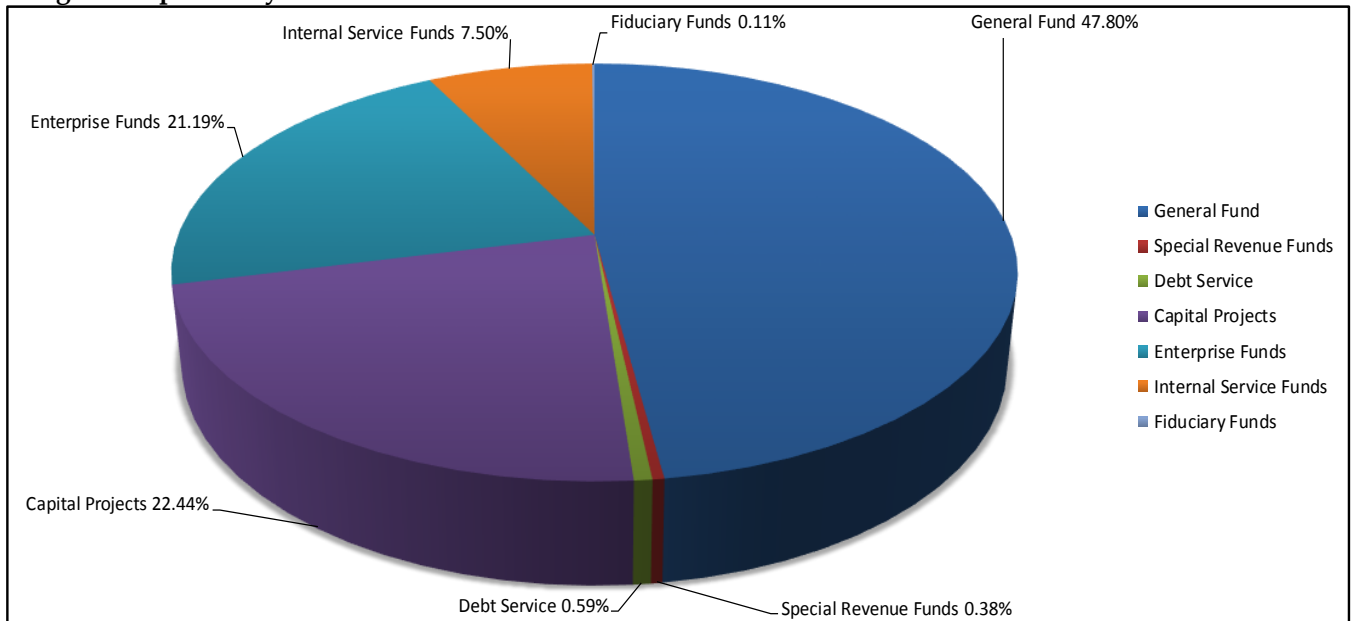
Budgeted Revenues by Fund - 2015**Budgeted Expenditures by Fund - 2015**

2016 BUDGET SUMMARY - ALL FUNDS

Fund		2016 Beginning Fund Balance	2016 Resources	2016 Expenditures	2016 Change in Fund Balance	2016 Ending Fund	
GENERAL & CONTIN- GENY	Fund 000 - General	\$ 9,703,167	\$ 59,585,779	\$ 59,762,899	\$ (177,120)	\$ 9,526,047	**
	Fund 105 - Contingency	5,701,816	1,816	-	1,816	5,703,632	**
	<i>Total General & Contingency</i>	15,404,983	59,587,595	59,762,899	(175,304)	15,229,679	
SPECIAL REVENUE	Fund 101 - Hotel/Motel Tax	389,674	630,000	427,500	202,500	592,174	
	Fund 109 - Drug Seizure	65,000	60,000	45,000	15,000	80,000	
	<i>Total Special Revenue Funds</i>	454,674	690,000	472,500	217,500	672,174	
DEBT SVC	Funds 2**-LTGO Debt Service Funds	5,000	3,364,649	3,364,649	-	5,000	**
	Fund 206 - Guaranty	668,500	500	-	500	669,000	
	Fund 233 - Local Imp. Dist. Bonds, 2013	820,856	785,673	736,005	49,668	870,524	
	<i>Local Imp. Dist #33, Guaranty Funds</i>	1,489,356	786,173	736,005	50,168	1,539,524	
CAPITAL PROJECTS	Fund 103 - Residential Streets	56,842	9,156,878	8,823,000	333,878	390,721	**
	Fund 104 - Bridges & Arterial Streets	344,489	14,004,080	14,200,217	(196,137)	148,353	**
	Fund 301 - Land Acq, Rec, Park Develop	318,000	311,000	292,000	19,000	337,000	**
	Fund 302 - Facility Replacement	1,873,602	4,328,602	4,415,000	(86,398)	1,787,204	**
	Fund 303 - General Government Imp	379,950	200,500	330,641	(130,141)	249,809	**
	Fund 304 - Fire Improvements	500,100	50,100	-	50,100	550,200	
	<i>Total Capital Projects Funds</i>	3,472,984	28,051,160	28,060,857	(9,697)	3,463,287	
ENTERPRISE	Fund 401 - Water	4,880,815	6,093,000	8,298,949	(2,205,949)	2,674,866	
	Fund 402 - Sewer	3,025,600	8,324,000	9,796,006	(1,472,006)	1,553,594	
	Fund 411 - Foster Golf Course	601,730	1,811,747	1,812,394	(647)	601,083	
	Fund 412 - Surface Water	2,390,689	6,968,000	6,591,228	376,772	2,767,461	
	<i>Total Enterprise Funds</i>	10,898,835	23,196,747	26,498,578	(3,301,831)	7,597,004	
INTERNAL SERVICE	Fund 501 - Equip Rental & Replacement	4,557,700	3,454,093	2,409,952	1,044,141	5,601,841	
	Fund 502 - Self-Insured Healthcare Plan	2,344,927	5,594,029	6,344,241	(750,212)	1,594,715	
	Fund 503 - LEOFF I Self-Ins Health Plan	255,032	568,340	617,391	(49,051)	205,981	
	<i>Total Internal Service Funds</i>	7,157,659	9,616,462	9,371,584	244,878	7,402,537	
FIDUCIARY	Fund 611 - Firemen's Pension	1,425,923	58,650	132,727	(74,077)	1,351,846	
TOTAL BUDGET		\$ 40,309,413	\$ 125,351,436	\$ 128,399,799	\$ (3,048,363)	\$ 37,261,050	

** Included in Financial Planning Model, Attachment A

\$ 18,147,765

Budgeted Revenues by Fund – 2016**Budgeted Expenses by Fund – 2016**

REVENUE - ALL FUNDS

Before discussing the revenues for all funds, it is important to note that the 2014 budget has not been adjusted to reflect 2014 estimated actual revenues. For some revenue items, this results in an understatement of the 2014 budget and an overstatement of the increase in the 2015 budget. To get a more accurate picture of the revenue change, the average increase from 2013 actual revenues to the 2015 budgeted revenues should be considered. Also, 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 \$128 million for 2015 and \$125 million for 2016. This is an 8% reduction in growth in 2015 over the 2014 budgeted revenue. Revenue declines in 2015 because of a reduction in transfers-in; the 2014 budget included Local Improvement Fund transfers among the LID fund, the Arterial Street fund and the General Fund. The 2015 budget includes transfers of Tukwila Village land sale proceeds from the Facility Fund 302 to the General Fund.

In addition to this decline in transfers in, other revenue changes include an increase in other intergovernmental revenue for the \$6 million that may be received from King County Conservation Futures and King County Mitigation Bank for the Chinook Wind land purchase; a reduction in property sales due to the inclusion of \$4.3 million of Tukwila Village land sale revenue in the 2014 budget -- the land sale proceeds are now expected to be received over a three year period from 2014 - 2016; increase in employer trust contributions reflecting the premium increase for the healthcare plans; interfund utility tax increases reflecting the budgeted rate increases in the City's utility funds; increase in gambling taxes from the ramp up in gambling activity at the casino added in 2012 and increased activity at the other establishments; increase in permitting and plan check fees reflecting the expectation of an active construction season.

The 2016 revenue projection is 2.1% less than the 2015 projected amount. Grant revenue declines as capital projects are completed; bond proceeds decline as financing is obtained for capital projects. The \$8.3 million bond proceeds budgeted for 2015 are comprised of \$3.1 million Interurban Avenue South, \$2.5 million Boeing Access Road bridge, \$2.25 million line of credit financing for urban renewal and \$455 thousand for the Sewer Fund public works trust fund loan. The 2016 bond proceeds help fund the 42nd Avenue South residential street project. Property sales in 2016 include an estimate for the Longacres property, the third payment phase on the Tukwila Village land sale and the urban renewal property sale and sale of surplus fleet equipment.

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 & use tax revenue is projected to increase to \$17 million in 2015 which represents an average annual increase over 2013 actual revenues of 1.6%. The 2016 increase is projected at 3.5% and is predicated on the anticipated construction activity on Tukwila International Boulevard and elsewhere 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.

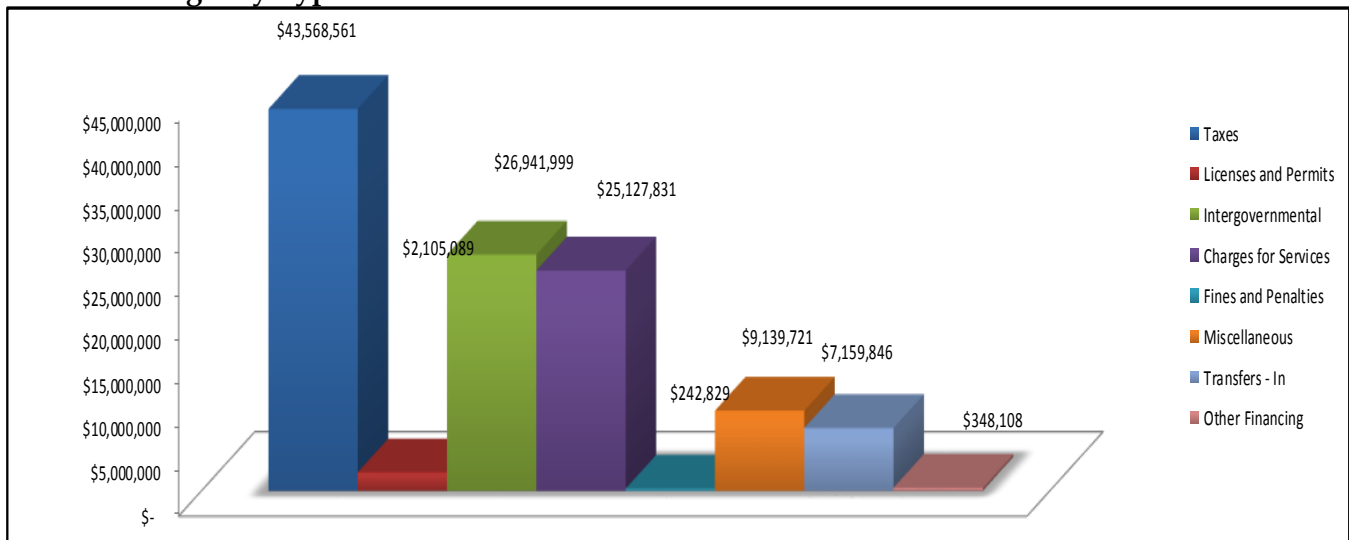
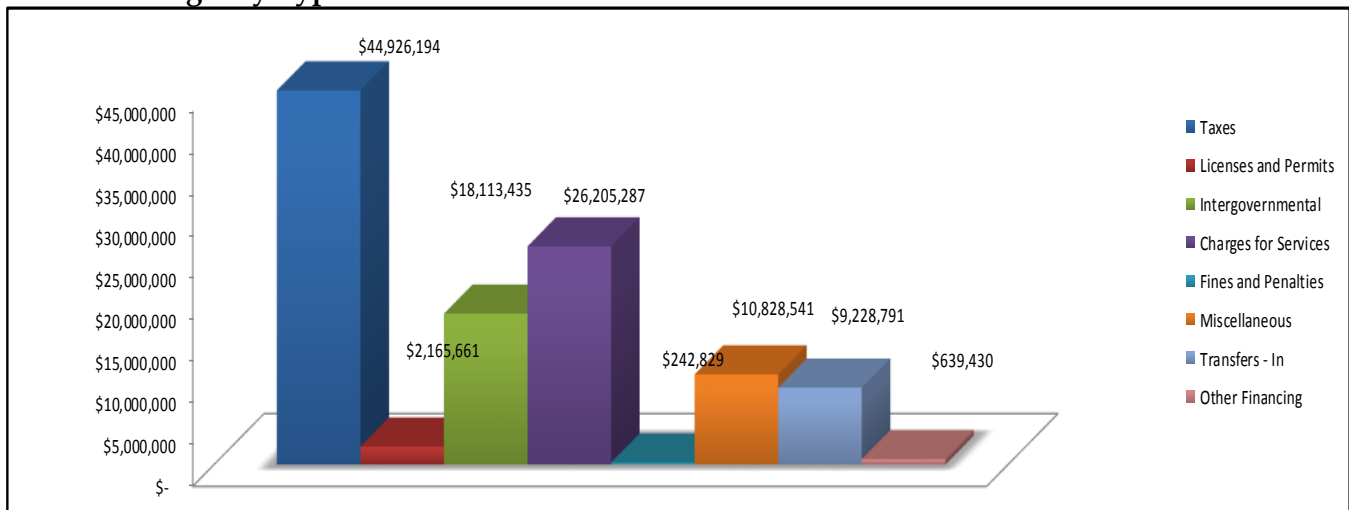
Property tax, which is the second largest revenue source, is used for general governmental operations and is limited to the lesser of 1% or inflation. Property tax growth resulting from new construction,

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 that property tax revenue will be at \$14.4 million in 2015, an average annual increase of 2.3% over 2013 actual taxes and at \$14.8 million in 2016, an increase of 2.7%. The additional property tax in 2016 is expected from new construction.

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 million in 2015 and \$4.1 in 2016. 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.

<i>Revenue - All Funds</i>									
Revenues	2012	2013	2014	2015	2016	Percentage Change			
	Actual	Actual	Budget	Budget	Budget	2013	2014	2015	2016
Sales and Use Taxes	\$ 15,673,891	\$ 16,520,856	\$ 15,679,917	\$ 17,033,731	\$ 17,631,462	5.4%	-5.1%	8.6%	3.5%
Property Taxes	14,072,015	13,790,658	14,321,617	14,435,171	14,819,046	-2.0%	3.9%	0.8%	2.7%
RGRL Tax	1,755,618	1,724,557	1,767,500	1,820,525	1,875,141	-1.8%	2.5%	3.0%	3.0%
Parking/ Admissions Tax	736,478	845,500	763,000	858,000	877,160	14.8%	-9.8%	12.5%	2.2%
Utility Taxes	4,001,385	3,879,992	4,154,592	4,024,592	4,105,084	-3.0%	7.1%	-3.1%	2.0%
Interfund Utility Tax	1,534,581	1,686,859	1,585,500	1,855,900	1,981,000	9.9%	-6.0%	17.1%	6.7%
Gambling, Excise Taxes	3,210,139	2,749,999	2,469,958	2,940,641	3,007,301	-14.3%	-10.2%	19.1%	2.3%
Hotel/Motel Tax	522,033	526,832	565,000	600,000	630,000	0.9%	7.2%	6.2%	5.0%
Total Taxes	41,506,139	41,725,252	41,307,084	43,568,561	44,926,194	0.5%	-1.0%	5.5%	3.1%
Business Licenses and Permits	716,459	790,947	780,089	826,089	846,691	10.4%	-1.4%	5.9%	2.5%
Building Permits and Fees	888,135	1,222,929	1,166,100	1,279,000	1,318,970	37.7%	-4.6%	9.7%	3.1%
Total Licenses & Permits	1,604,594	2,013,875	1,946,189	2,105,089	2,165,661	25.5%	-3.4%	8.2%	2.9%
Sales Tax Mitigation	1,127,394	1,122,631	1,200,000	1,140,000	1,140,000	-0.4%	6.9%	-5.0%	0.0%
Seattle City Light franchise fee	2,147,366	2,084,039	2,250,471	2,211,910	2,267,208	-2.9%	8.0%	-1.7%	2.5%
Other State shared revenues	379,186	342,560	329,860	370,860	381,594	-9.7%	-3.7%	12.4%	2.9%
Federal and State Grants	1,540,232	2,180,191	18,279,705	14,505,142	12,655,822	41.5%	738.4%	-20.6%	-12.7%
Other intergovernmental	3,596,862	2,425,959	3,458,043	8,714,087	1,668,811	-32.6%	42.5%	152.0%	-80.8%
Total Intergovernmental	8,791,040	8,155,380	25,518,079	26,941,999	18,113,435	-7.2%	212.9%	5.6%	-32.8%
General Government	183,769	278,790	202,430	202,913	207,913	51.7%	-27.4%	0.2%	2.5%
Security	543,486	399,817	555,725	554,725	559,225	-26.4%	39.0%	-0.2%	0.8%
Transportation	2,529,546	2,635,301	2,549,242	3,264,983	3,106,033	4.2%	-3.3%	28.1%	-4.9%
Plan Check and Review Fees	1,486,367	1,124,384	793,500	1,051,500	991,210	-24.4%	-29.4%	32.5%	-5.7%
Culture and Rec Fees	1,443,496	1,413,584	1,590,265	1,499,710	1,540,906	-2.1%	12.5%	-5.7%	2.7%
Utilities & Environment	15,325,990	17,006,817	15,841,309	18,554,000	19,800,000	11.0%	-6.9%	17.1%	6.7%
Total Charges for Services	21,512,654	22,858,693	21,532,471	25,127,831	26,205,287	6.3%	-5.8%	16.7%	4.3%
Total Fines and Penalties	220,752	242,638	234,829	242,829	242,829	9.9%	-3.2%	3.4%	0.0%
Investment Earnings	542,475	197,385	549,313	645,317	629,763	-63.6%	178.3%	17.5%	-2.4%
Rents and Concessions	630,935	709,948	682,500	645,839	654,479	12.5%	-3.9%	-5.4%	1.3%
Contributions/Donations	316,072	274,901	1,045,100	1,420,955	2,857,100	-13.0%	280.2%	36.0%	101.1%
Employer Trust Contributions	4,796,490	4,375,649	4,483,192	5,715,582	5,981,244	-8.8%	2.5%	27.5%	4.6%
Special assessments	-	2,788,350	631,300	474,447	474,447	0.0%	-77.4%	-24.8%	0.0%
Other Financing	363,869	338,522	226,518	237,581	231,508	-7.0%	-33.1%	4.9%	-2.6%
Total Miscellaneous	6,649,841	8,684,755	7,617,923	9,139,721	10,828,541	30.6%	-12.3%	20.0%	18.5%
Transfers In	5,618,587	22,105,277	12,847,050	7,159,846	9,228,791	293.4%	-41.9%	-44.3%	28.9%
Debt proceeds	-	7,687,500	11,004,457	8,305,000	4,400,000	0.0%	43.1%	-24.5%	-47.0%
Property sales	69,621	65,869	4,797,791	2,842,791	6,367,791	-5.4%	7183.8%	-40.7%	124.0%
Indirect Cost Allocation	2,330,665	2,035,687	2,085,208	2,255,320	2,233,476	-12.7%	2.4%	8.2%	-1.0%
Other Financing	135,603	874,825	170,000	348,108	639,430	545.1%	-80.6%	104.8%	83.7%
Other Financing	8,154,477	32,769,158	30,904,506	20,911,065	22,869,488	301.9%	-5.7%	-32.3%	9.4%
Total Revenues	\$ 88,439,498	\$ 116,449,751	\$ 129,061,081	\$ 128,037,095	\$ 125,351,436	31.7%	10.8%	-0.8%	-2.1%

Revenue Budget by Type - 2015**Revenue Budget by Type - 2016**

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 \$133 million for 2015 and \$128 million for 2016. This represents a 2.3% growth in 2015 over the 2014 budgeted expenditures. The 2016 expenditure projection is 3.8% less than the 2015 projected amount, due mainly to the timing of land purchases. Land purchases of \$9 million are budgeted in 2015 with \$6 million of this designated for the Chinook Winds salmon habitat restoration project along the Duwamish River. Transfers between funds are shown as other expenditures and include transfers to the general fund for anticipated Tukwila Village land sales of \$2.2 million in 2015 and \$2.075 million in 2016. Professional service costs decline in 2016 by 30%; this is due to the timing and completion of engineering services on the major capital projects.

The budget continues to fund all existing positions and places an emphasis on public safety and community livability. An additional police officer has been added for participation in the Auto Theft Task Force and additional funding has been allocated to code enforcement activities. A part-time planner position has been made full time. The CERT trainer position remains full-time even though the grant funding that paid for half of the position is no longer available. Three additional staff have been added to the Surface Water Fund to manage the multiple projects and responsibilities. The Park & Recreation department reorganized its staffing structure to better serve those who enjoy the parks, recreation programs and golf course. The Communications and Economic Development divisions are staffed up and well-positioned to meet the challenges required of these functions.

The City is self-insured for health costs. Premiums have been increased for both the active employees and retiree plans based on actuarial projections and requirements of the City's reserve policy. Claim experience has been high in 2014 for both plans. The Administration's expectation is that claim history will normalize and cost saving opportunities will be identified and implemented through a plan evaluation process.

As a result of the priority based initiative process, the purchase of essential fire equipment and development of an economic plan have been budgeted for 2015. Increased funding for public defense, code enforcement, public records requests and the communications/city identity initiative have been included in both years.

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 for Interurban Avenue South and Boeing Access Road Bridge; water system upgrade for Andover Park East; sewer system rehabilitation for the Central Business District and salmon habitat restoration and other environmental and surface water management projects.

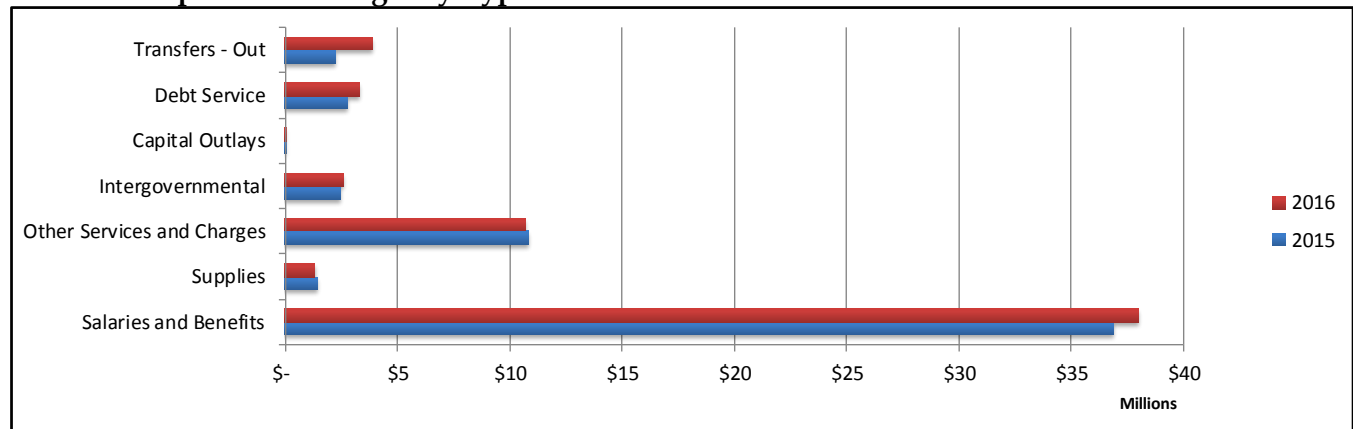
Departments continue to find operating efficiencies in an effort to lower costs for supplies and services. Operations and maintenance costs are funded for same level of services except where noted in individual department budgets. General cost increases include utility rate increases, equipment rental 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	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	Percentage Change			
						2013	2014	2015	2016
Salaries	\$ 26,914,881	\$ 27,651,583	\$ 28,861,272	\$ 28,950,340	\$ 29,389,668	2.7%	4.4%	0.3%	1.5%
Extra Labor	518,442	638,621	719,645	708,158	700,857	23.2%	12.7%	-1.6%	-1.0%
Overtime	1,426,822	1,843,822	1,410,734	1,407,420	1,403,350	29.2%	-23.5%	-0.2%	-0.3%
Total Wages	28,860,145	30,134,027	30,991,651	31,065,918	31,493,875	4.4%	2.8%	0.2%	1.4%
FICA	1,712,912	1,801,601	1,769,212	1,782,436	1,807,371	5.2%	-1.8%	0.7%	1.4%
LEOFF	751,374	806,007	686,745	757,242	773,632	7.3%	-14.8%	10.3%	2.2%
PERS	1,047,157	1,262,950	1,437,712	1,576,021	1,711,508	20.6%	13.8%	9.6%	8.6%
Industrial Insurance	393,464	472,054	542,808	715,957	784,771	20.0%	15.0%	31.9%	9.6%
Med,Dntl,Disability,Life	10,248,437	10,190,372	10,833,274	13,244,261	13,161,256	-0.6%	6.3%	22.3%	-0.6%
Unemployment	14,945	30,794	6,000	19,000	19,120	106.1%	-80.5%	216.7%	0.6%
Clothing Allowance	9,243	10,250	15,514	18,069	16,637	10.9%	51.4%	16.5%	-7.9%
Total Benefits	14,177,531	14,574,028	15,291,265	18,112,986	18,274,296	2.8%	4.9%	18.5%	0.9%
Office Supplies	364,128	488,045	436,002	432,934	411,974	34.0%	-10.7%	-0.7%	-4.8%
Small Tools & Minor Equip	192,027	263,416	269,404	429,804	295,114	37.2%	2.3%	59.5%	-31.3%
Recreation Prog Supplies	62,113	100,295	76,511	97,340	97,340	61.5%	-23.7%	27.2%	0.0%
Fire Supplies	147,594	179,562	155,977	176,977	141,977	21.7%	-13.1%	13.5%	-19.8%
Street Maint Supplies	243,403	184,571	278,300	259,300	259,300	-24.2%	50.8%	-6.8%	0.0%
Water / sewer/sewage treat.	5,814,322	5,780,704	6,069,175	6,385,000	6,410,000	-0.6%	5.0%	5.2%	0.4%
Resale items-fuel, other	801,044	775,712	773,428	834,428	836,028	-3.2%	-0.3%	7.9%	0.2%
Other	366,927	411,105	439,680	508,846	509,181	12.0%	7.0%	15.7%	0.1%
Total Supplies	8,029,636	8,183,410	8,498,477	9,124,629	8,960,914	1.9%	3.9%	7.4%	-1.8%
Professional Services	7,251,660	5,098,805	11,838,173	11,350,476	7,927,467	-29.7%	132.2%	-4.1%	-30.2%
Communication	392,224	398,081	462,446	502,821	399,924	1.5%	16.2%	8.7%	-20.5%
Travel	114,865	114,585	144,315	176,778	156,293	-0.2%	25.9%	22.5%	-11.6%
Advertising	647,455	611,792	674,200	673,400	59,980	-5.5%	10.2%	-0.1%	-91.1%
Operating Rents & Leases	230,446	249,489	335,123	347,423	286,991	8.3%	34.3%	3.7%	-17.4%
Equipment Replacment	551,729	801,722	734,922	864,646	742,125	45.3%	-8.3%	17.7%	-14.2%
Equip Operations & Maint	1,433,094	1,300,470	1,175,572	1,561,933	1,586,874	-9.3%	-9.6%	32.9%	1.6%
Insurance	655,643	669,245	694,250	846,872	868,296	2.1%	3.7%	22.0%	2.5%
Utilities	1,590,826	1,684,875	1,786,040	1,947,454	2,040,705	5.9%	6.0%	9.0%	4.8%
Repairs and Maintenance	947,306	1,043,018	1,132,908	984,690	987,746	10.1%	8.6%	-13.1%	0.3%
Miscellaneous	548,500	879,619	952,792	1,038,499	986,628	60.4%	8.3%	9.0%	-5.0%
Claims & Judgements	440,285	519,959	370,000	450,000	450,000	18.1%	-28.8%	21.6%	0.0%
Credit Card Fees	118,498	122,154	112,289	125,789	125,929	3.1%	-8.1%	12.0%	0.1%
Other	407,125	605,209	588,648	748,103	683,716	48.7%	-2.7%	27.1%	-8.6%
Total Services	15,329,657	14,099,023	21,001,678	21,618,884	17,302,673	-8.0%	49.0%	2.9%	-20.0%
SCORE Jail	881,125	965,288	1,071,000	1,233,000	1,294,650	9.6%	11.0%	15.1%	5.0%
Valley Communications	874,543	956,718	1,013,722	1,071,661	1,129,661	9.4%	6.0%	5.7%	5.4%
Animal Control	97,520	45,089	90,000	75,000	82,500	-53.8%	99.6%	-16.7%	10.0%
Excise tax	356,912	437,202	255,400	411,405	411,405	22.5%	-41.6%	61.1%	0.0%
Interfund utility taxes	1,593,849	1,745,000	1,654,000	1,915,900	2,041,000	9.5%	-5.2%	15.8%	6.5%
Other	70,489	106,377	88,400	97,900	97,900	50.9%	-16.9%	10.7%	0.0%
Total Intergovernmental	3,874,438	4,255,675	4,172,522	4,804,866	5,057,116	9.8%	-2.0%	15.2%	5.2%

<i>Expenditures - All Funds (Continued)</i>									
General Fund Expenditures	2012	2013	2014	2015	2016	Percentage Change			
	Actual	Actual	Budget	Budget	Budget	2013	2014	2015	2016
Machinery and Equipment	755,510	2,703,038	1,216,181	1,883,000	648,000	257.8%	-55.0%	54.8%	-65.6%
Capital projects	7,218,140	2,396,405	26,913,000	23,155,001	27,936,001	-66.8%	1023.1%	-14.0%	20.6%
Land	1,888,688	687,228	2,500,000	9,000,000	-	-63.6%	263.8%	260.0%	0.0%
Total Capital	9,862,337	5,786,671	30,629,181	34,038,001	28,584,001	-41.3%	429.3%	11.1%	-16.0%
Principal	3,252,493	6,153,495	3,849,296	3,996,503	6,055,567	89.2%	-37.4%	3.8%	51.5%
Interest	1,590,942	1,460,238	1,309,789	1,338,730	1,209,090	-8.2%	-10.3%	2.2%	-9.7%
Total Debt Service	4,843,435	7,613,734	5,159,085	5,335,233	7,264,657	57.2%	-32.2%	3.4%	36.2%
Loans to MPD	658,706	1,250,000	-	-	-	89.8%	0.0%	0.0%	0.0%
Transfers from GF:									
Capital funds & other	2,847,592	2,363,919	2,757,400	2,200,000	3,851,000	-17.0%	16.6%	-20.2%	75.0%
Contingency fund	-	4,300,000	2,200,000	-	-	0.0%	-48.8%	0.0%	0.0%
Debt service funds	2,770,995	2,940,244	3,428,650	2,759,846	3,302,791	6.1%	16.6%	-19.5%	19.7%
Indirect cost allocation to GF	2,330,665	2,035,687	2,089,178	2,255,320	2,233,476	-12.7%	2.6%	8.0%	-1.0%
Transfers to GF:	-	8,500,000	4,355,000	2,200,000	2,075,000	0.0%	-48.8%	-49.5%	-5.7%
Transfers among other funds	145,054	3,897,434	-	-	-	2586.9%	0.0%	0.0%	0.0%
Total Other Expenditures	8,753,012	25,287,284	14,830,228	9,415,166	11,462,266	188.9%	-41.4%	-36.5%	21.7%
Total Expenditures	\$ 93,730,191	\$109,933,852	\$130,574,087	\$133,515,682	\$128,399,799	17.3%	18.8%	2.3%	-3.8%

2015-2016 Expenditure Budget by Type





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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:

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

Judicial – municipal court 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.

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

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.

As Attachment A indicates, the City's Reserve Policy is met in the 2015-16 and 2017-18 bienniums. As has occurred in previous City of Tukwila budgets, the reserves fall short in the last two years of the model; 2019 and 2020. 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.

CITY OF TUKWILA
ATTACHMENT A - REVENUES AND EXPENDITURES GOVERNMENTAL FUNDS
2015-2020 Analysis in 000's

	REVENUES	ACTUAL		ADOPTED BUDGET	PROPOSED BUDGET		PROJECTIONS				TOTAL
		2012	2013		2014	2015	2016	2017	2018	2019	2020
	General Revenues										
1	Sales and Use Taxes	\$ 15,674	\$ 16,521	\$ 15,680	\$ 17,034	\$ 17,631	\$ 18,160	\$ 18,705	\$ 19,266	\$ 19,844	\$ 110,642
2	Property Taxes	13,830	13,757	14,322	14,329	14,759	15,128	15,506	15,894	16,291	91,908
3	Utility Taxes	4,001	3,880	4,155	4,025	4,105	4,187	4,292	4,421	4,553	25,583
4	Interfund Utility Tax	1,535	1,687	1,586	1,856	1,981	2,080	2,184	2,293	2,408	12,802
5	Gambling and Other Taxes	3,045	3,047	2,819	3,238	3,317	3,416	3,519	3,624	3,733	20,847
6	RGRL	1,756	1,725	1,768	1,821	1,875	1,922	1,970	2,019	2,070	11,677
7	Licenses & Permits	1,605	2,014	1,946	2,105	2,166	2,232	2,301	2,374	2,449	13,626
8	SCL Agreement	2,147	2,084	2,250	2,212	2,267	2,335	2,405	2,477	2,552	14,249
9	Intergovernmental	2,663	2,620	2,379	2,503	2,585	2,614	2,643	2,673	2,704	15,721
10	Charges for Services	2,442	2,785	3,064	2,955	2,991	3,081	3,173	3,269	3,367	18,836
11	Indirect Cost Allocation	1,872	2,036	2,085	2,255	2,233	2,289	2,358	2,429	2,502	14,066
12	One-Time Revenue	-	9,500	4,355	2,400	3,675					6,075
13	Sub-Total	50,569	61,655	56,408	56,732	59,586	57,445	59,056	60,739	62,472	356,031
14	Dedicated Revenues	1,332	955	797	967	980	1,010	1,040	1,067	1,099	6,162
15	TOTAL REVENUES	51,901	62,609	57,204	57,699	60,566	58,455	60,096	61,806	63,571	362,193
	EXPENDITURES										
16	Operating & Maintenance (see Attachment B)	44,636	47,321	49,119	51,569	52,609	53,924	55,272	56,654	58,071	328,100
17	Debt Service	3,075	6,023	3,026	2,760	3,303	3,507	3,499	3,493	2,669	19,231
18	Reserve Fund	-	4,225	2,200	-	-		41	161	168	370
19	Operating Transfers	982	1,734	675	300	300	308	315	323	331	1,877
20	Adm/Engineering	641	602	419	545	567	581	596	610	626	3,525
21	Subtotal Available	2,566	2,704	1,765	2,525	3,787	135	373	564	1,706	9,091
	Capital Projects										
22	Residential Street	108	115	660	1,614	141	413	750	750	750	4,418
23	Arterial Street	7,475	1,062	3,318	2,022	3,411	2,118	2,883	2,263	2,273	14,970
24	Land & Park Acquisition	696	47	647	983	182	172	166	321	162	1,986
	Governmental										
25	Facilities	23	104	10	(70)	90	-	-	-	-	20
26	General Government	812	280	200	200	200	200	200	200	200	1,200
27	Fire Improvements ★	(34)	(89)	(45)	(50)	(50)	(550)	(350)	(350)	(350)	(1,700)
28	Sub-Total Capital	9,113	1,608	4,835	4,749	4,024	2,903	3,999	3,534	3,385	22,594
	Change in Fund Balance	(6,547)	1,096	(3,070)	(2,224)	(237)	(2,768)	(3,626)	(2,970)	(1,679)	(13,503)
30	Beginning Fund Balance ★	21,125	14,578	14,715	14,905	12,681	12,444	9,676	6,050	3,080	14,905
32	Ending Fund Balance ★	\$ 14,578	\$ 15,674	\$ 11,646	\$ 12,681	\$ 12,444	\$ 9,676	\$ 6,050	\$ 3,080	\$ 1,402	\$ 1,402
	Reserve Fund Balance	\$ 1,460	\$ 5,763	\$ 5,279	\$ 5,702	\$ 5,704	\$ 5,704	\$ 5,745	\$ 5,906	\$ 6,074	\$ 6,074
34	TOTAL FUND BALANCE	\$ 16,038	\$ 21,437	\$ 16,924	\$ 18,383	\$ 18,148	\$ 15,380	\$ 11,795	\$ 8,986	\$ 7,476	\$ 7,476

General fund reserve policy met?

YES

YES

NO

Contingency reserve policy met?

YES

YES

YES

★ For information only. Fire Improvement amounts are not included in the totals.

Sales and Use Taxes - includes retail sales and use tax, natural gas use tax and criminal justice sales tax

Gambling and other taxes - includes gambling tax, admission tax and leasehold excise tax

Licenses & permits - includes business licenses, residential rental licenses, building and other permits

Intergovernmental - includes streamlined sales tax mitigation, grants, state shared revenues and entitlements

Dedicated Revenues (Capital) - includes REET, parking tax, motor vehicle tax, investment income earned in the capital funds

Village land sale and \$200K surplus property sale; 2016 \$2.07M Tukwila Village land sale and \$1.6M sale of utility storage land.

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.

CITY OF TUKWILA
ATTACHMENT B - GENERAL FUND OPERATING EXPENDITURES
2015-2020 Analysis in 000's

GENERAL FUND - Operating Expenditures	ACTUAL		ADOPTED BUDGET	PROPOSED BUDGET		PROJECTIONS				Totals 2015 - 2020
	2012	2013	2014	2015	2016	2017	2018	2019	2020	
City Council	\$ 251	\$ 280	\$ 336	\$ 339	\$ 350	\$ 359	\$ 368	\$ 377	\$ 386	\$ 2,179
Mayor, Boards	2,486	2,736	3,059	3,908	3,896	3,993	4,093	4,195	4,300	24,386
Human Resources	515	602	694	656	674	691	708	726	744	4,201
Finance	2,084	2,255	2,294	2,477	2,555	2,619	2,684	2,751	2,820	15,907
City Attorney	595	679	662	778	778	798	818	838	859	4,870
Parks and Recreation	3,346	3,608	3,807	4,058	4,194	4,299	4,407	4,517	4,630	26,104
Community Development	2,861	3,182	3,109	3,062	3,116	3,194	3,274	3,356	3,440	19,443
Municipal Court	1,018	1,093	1,097	1,128	1,164	1,193	1,223	1,253	1,284	7,245
Police	14,020	14,725	15,587	16,351	16,780	17,199	17,629	18,070	18,522	104,552
Fire	10,476	10,709	10,522	10,957	11,019	11,295	11,577	11,867	12,163	68,879
Information Technology	1,106	1,245	1,363	1,162	1,192	1,222	1,252	1,283	1,315	7,426
Public Works/Streets	5,878	6,207	6,589	6,693	6,890	7,062	7,239	7,420	7,605	42,909
Total Operating Expenditures	\$ 44,636	\$ 47,321	\$ 49,119	\$ 51,569	\$ 52,609	\$ 53,924	\$ 55,272	\$ 56,654	\$ 58,071	\$ 328,100

BY TYPE	2012	2013	2014	2015	2016	2017	2018	2019	2020	Totals
Salaries & Wages	\$ 25,356	\$ 26,578	\$ 27,412	\$ 27,371	\$ 28,017	\$ 28,717	\$ 29,435	\$ 30,171	\$ 30,925	\$ 174,637
Personnel Benefits	7,827	7,866	8,195	9,509	9,998	10,248	10,504	10,767	11,036	62,062
Supplies	1,096	1,324	1,320	1,414	1,277	1,309	1,341	1,375	1,409	8,125
Other Services & Charges	8,161	9,239	9,744	10,817	10,733	11,001	11,276	11,558	11,847	67,232
Intergovt. Services & Taxes	1,924	2,064	2,233	2,448	2,575	2,639	2,705	2,773	2,842	15,981
Capital Outlays	274	271	215	10	10	10	11	11	11	63
Total Operating Expenditures	\$ 44,636	\$ 47,321	\$ 49,119	\$ 51,569	\$ 52,609	\$ 53,924	\$ 55,272	\$ 56,654	\$ 58,071	\$ 328,100

Projection Factors:

	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Salaries & Wages	2.5%	2.5%	2.5%	2.5%
Personnel Benefits	2.5%	2.5%	2.5%	2.5%
Supplies	2.5%	2.5%	2.5%	2.5%
Professional services & other charges	2.5%	2.5%	2.5%	2.5%
Intergovt. Services & Taxes	2.5%	2.5%	2.5%	2.5%
Capital Outlays	2.5%	2.5%	2.5%	2.5%

Debt Service 2015-2020

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

DEBT SERVICE	Use of Debt Proceeds			BUDGET		PROJECTIONS				TOTAL
		2013	2014	2015	2016	2017	2018	2019	2020	2015-2020
EXISTING DEBT:										
LTGO 2003	Golf course club house	\$ 715	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Early payoff	2,665								
LTGO 2003	Community center and Fire station #53	491	488	-	-	-	-	-	-	-
Refunding	TCC	392	391	-	-	-	-	-	-	-
	Fire Station #53	98	98	-	-	-	-	-	-	-
LTGO 2008	City Hall Annex, 6300 bldg, and Urban revitalization - Tukwila Village	737	812	811	811	809	809	811	-	4,051
Refunding	City Hall Annex, 6300 bldg	332	365	365	365	364	364	365	-	1,823
	Tukwila Village	405	447	446	446	445	445	446	-	2,228
SCORE 2009	South County Corretional Entity, SCORE Jail facility	431	431	-	428	427	428	428	428	2,139
	Scheduled debt service			430						430
	Estimated contribution by SCORE			(430)	-	-	-	-	-	(430)
LTGO 2010	Southcenter Parkway Extension, emergency management	518	521	524	524	519	513	505	496	3,080
	Southcenter Pkwy Extension	380	382	384	384	381	376	370	364	2,259
	Emergency Management	138	139	140	140	138	137	135	132	821
Valley Com 2010	Valley Communications Center operating facility	241	229	229	-	-	-	-	-	229
Refunding										
LTGO 2011	Arterial street portion of 2003 bond -- South Park bridge transaction	168	548	546	549	552	549	549	545	3,290
Refunding										
LTGO 2012	Tukwila Metropolitan Park District	113	113	113	113	113	113	113	113	679
Existing debt		\$ 6,079	\$ 3,142	\$ 2,223	\$ 2,424	\$ 2,420	\$ 2,412	\$ 2,406	\$ 1,582	\$ 13,468
PLANNED DEBT:										
LTGO 2014	TIB Redevelopment \$ 3,850			313	313	287	287	287	287	1,774
2015 Credit line	TIB Redevelopment 2,250									
LTGO 2015	Interurban Ave South 3,100			124	248	248	248	248	248	1,364
	Boeing Access Road bridge 2,500			100	200	200	200	200	200	1,100
Planned debt	\$11,700	\$ -	\$ -	\$ 537	\$ 761	\$ 735	\$ 735	\$ 735	\$ 735	\$ 4,238
PROPOSED DEBT:										
LTGO 2016	42nd \$ 4,400				117	352	352	352	352	1,525
	53rd				-	-	-	-	-	-
Proposed debt	\$ 4,400	\$ -	\$ -	\$ -	\$ 117	\$ 352	\$ 352	\$ 352	\$ 352	\$ 1,525
TOTAL Estimate / Projections		\$ 6,079	\$ 3,142	\$ 2,760	\$ 3,303	\$ 3,507	\$ 3,499	\$ 3,493	\$ 2,669	\$ 19,231

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

FUNDS INCLUDED IN ATTACHMENT A		Ending Fund Balance - in Thousands \$					
		ACTUAL 2012	ACTUAL 2013	BUDGET 2014	ESTIMATE 2014	BUDGET 2015	BUDGET 2016
000	General Fund	\$ 6,026	\$ 9,580	\$ 6,486	\$ 9,500	\$ 9,703	9,526
2**	Debt Service	3,012	8	412	5	5	5
103	Residential Street	1,047	1,416	813	1,400	57	391
104	Arterial Street	483	1,096	843	600	344	148
301	Land, Park Acquisition	1,090	1,220	723	1,100	318	337
302	Facilities	2,006	1,903	1,411	1,800	1,874	1,787
303	General government	914	452	959	500	380	250
304	Fire facilities ★	348	437	340	450	500	550
Total (excluding Fire Facilities Fund 304)		\$ 14,578	\$ 15,675	\$ 11,647	\$ 14,918	\$ 12,681	\$ 12,446
105	Contingency Reserve	1,460	5,763	5,279	5,700	5,702	5,702
Total		\$ 16,039	\$ 21,438	\$ 16,925	\$ 20,618	\$ 18,383	\$ 18,148
★ For information only. Fire Improvement amounts are <u>not</u> included in the totals.							

GENERAL FUND

The general fund is the major governmental fund of the City. It has the most flexibility in the type of expenditures allowed under state law and it receives the majority of the City's general revenue, mostly in the form of taxes. The contingency fund is considered with the general fund for analysis purposes. The two funds are combined in the Comprehensive Annual Financial Report (CAFR) consistent with accounting principles because the contingency fund revenue is derived from general fund transfers. The contingency fund serves to ensure continuity of operations in the event a natural disaster or economic downturn adversely affects the City's financial picture.

One of the City's strategic goals is to ensure the long-term fiscal sustainability of the City, making prudent financial decisions now as a way of investing in the City's future. A balanced budget is one way to do this. With this biennial budget, the City focused on achieving a balance between ongoing revenues and ongoing expenditures and between one-time revenues and one-time expenditures. The General Fund Analytics schedule demonstrates this balance. Over the biennium, ongoing activity adds \$3 thousand to the general fund balance and one-time activity adds \$24 thousand. The one-time revenues include over \$6 million in property sales. If property sales are delayed or proceeds are less than projected, adjustments will be made to one-time expenditures and elsewhere in the budget.

The General Fund Analytics schedule also displays debt service as a percent of going revenues. The percentages for the biennium are less than 6%, 2% lower than the 8% affordability rule used as a guideline. The combined fund balances of the general fund and the contingency fund reach 28% and 27% in 2015 and 2016 respectively exceeding the Reserve Policy requirement of 20%.

The schedule of General Fund Revenues, Expenditures and Fund Balance provides a comprehensive overview of general fund revenues, expenditures by department, change in and ending fund balance.

GENERAL FUND - Analytics

	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
ONGOING AND ONE-TIME REVENUES AND EXPENDITURES - MARGIN ANALYSIS							
Ongoing Revenue and Expenditures							
Ongoing revenue	\$ 48,121,383	\$50,138,254	\$51,028,003	\$52,154,656	\$52,052,717	\$54,331,999	\$55,910,779
% change	-2.6%	4.2%	1.8%	2.2%	-0.2%	4.4%	2.9%
% chg 2013-2015 ave						2.1%	
Ongoing expenditures:							
Departmental	44,740,120	43,510,097	44,636,295	47,321,170	49,118,529	51,568,987	52,609,108
% change	-2.8%	-2.7%	2.6%	6.0%	3.8%	5.0%	2.0%
Debt service	2,174,141	2,637,568	2,770,995	2,940,244	3,428,650	2,759,846	3,302,791
% of ongoing revenue:	4.5%	5.3%	5.4%	5.6%	6.6%	5.1%	5.9%
Total Ongoing Exps	46,914,261	46,147,665	47,407,290	50,261,414	52,547,179	54,328,833	55,911,899
	-1.5%	-1.6%	2.7%	6.0%	4.5%	3.4%	2.9%
Ongoing Revenue over (under) Expenditures	1,207,122	3,990,589	3,620,713	1,893,242	(494,462)	3,167	(1,120)
Net Ongoing Biennial Margin							\$ 2,046
One-Time Revenue and Expenditures							
One-time revenue:							
Bond proceeds MPD				1,000,000			
LID proceeds				8,500,000			
Property sale						200,000	1,600,000
Tukwila Village land sale					4,355,000	2,200,000	2,075,000
Total One-Time Revenue	-	-	-	9,500,000	4,355,000	2,400,000	3,675,000
One-time expenditures:							
Contingency reserve				4,225,000	2,200,000		
MPD Loans		191,294	658,706	1,250,000			
Capital and other	2,839,512	3,644,720	2,847,592	2,363,919	2,757,400	2,200,000	3,851,000
Total One-Time Expenditure	2,839,512	3,836,014	3,506,298	7,838,919	4,957,400	2,200,000	3,851,000
One-time Revenues over (under) Expenditures	(2,839,512)	(3,836,014)	(3,506,298)	1,661,081	(602,400)	200,000	(176,000)
Net One-Time Biennial Margin							\$ 24,000
Net fund balance change	\$ (1,632,390)	\$ 154,575	\$ 114,415	\$ 3,554,323	\$ (1,096,862)	\$ 203,167	\$ (177,120)
Net biennial Change							\$ 26,046
FUND BALANCE AS A PERCENT OF ONGOING REVENUES							
General Fund	\$ 5,757,041	\$ 5,911,615	\$ 6,026,031	\$ 9,580,353	6,486,391	\$ 9,703,167	\$ 9,526,047
Contingency Reserve	889,470	1,457,728	1,460,454	5,762,932	5,278,632	5,701,816	5,703,632
Fund Balance Total	\$ 6,646,511	\$ 7,369,343	\$ 7,486,486	\$15,343,284	\$11,765,023	\$15,404,983	\$15,229,679
As a % of Ongoing Revenues	13.8%	14.7%	14.7%	29.4%	22.6%	28.4%	27.2%

General Fund - Revenue, Expenditures and Fund Balance

	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	Percentage Change			
						2013	2014	2015	2016
Revenue									
<i>General Revenue</i>									
Property Taxes	\$ 13,830,166	\$ 13,757,092	\$ 14,321,617	\$ 14,329,171	\$ 14,759,046	-0.5%	4.1%	0.1%	3.0%
Sales and Use Taxes	15,673,891	16,520,856	15,679,917	17,033,731	17,631,462	5.4%	-5.1%	8.6%	3.5%
Admissions Tax	587,396	689,640	612,000	700,000	716,000	17.4%	-11.3%	14.4%	2.3%
Utility Taxes	4,001,385	3,879,992	4,154,592	4,024,592	4,105,084	-3.0%	7.1%	-3.1%	2.0%
Interfund Utility Tax	1,534,581	1,686,859	1,585,500	1,855,900	1,981,000	9.9%	-6.0%	17.1%	6.7%
Revenue Generating Regulation	1,755,618	1,724,557	1,767,500	1,820,525	1,875,141	-1.8%	2.5%	3.0%	3.0%
Gambling/Excise Taxes	2,457,327	2,356,894	2,207,341	2,538,024	2,600,684	-4.1%	-6.3%	15.0%	2.5%
<i>Total General Revenue</i>	39,840,363	40,615,890	40,328,467	42,301,944	43,668,417	1.9%	-0.7%	4.9%	3.2%
<i>Licenses and Permits</i>									
Business Licenses and Permits	716,459	790,947	780,089	826,089	846,691	10.4%	-1.4%	5.9%	2.5%
Rental Housing License	35,250	37,550	35,000	35,000	35,000	6.5%	-6.8%	0.0%	0.0%
Building Permits and Fees	852,885	1,185,379	1,131,100	1,244,000	1,283,970	39.0%	-4.6%	10.0%	3.2%
<i>Total Licenses and Permits</i>	1,604,594	2,013,875	1,946,189	2,105,089	2,165,661	25.5%	-3.4%	8.2%	2.9%
<i>Intergovernmental Revenue</i>									
Sales Tax Mitigation	1,127,394	1,122,631	1,200,000	1,140,000	1,140,000	-0.4%	6.9%	-5.0%	0.0%
Seattle City Light Agreement	2,147,366	2,084,039	2,250,471	2,211,910	2,267,208	-2.9%	8.0%	-1.7%	2.5%
EMS, Vnet	493,378	435,395	453,096	481,938	490,256	-11.8%	4.1%	6.4%	1.7%
State Entitlements	379,186	342,560	329,860	370,860	381,594	-9.7%	-3.7%	12.4%	2.9%
Grants	662,796	719,215	395,795	510,191	572,871	8.5%	-45.0%	28.9%	12.3%
<i>Total Intergovernmental Revenue</i>	4,810,121	4,703,839	4,629,222	4,714,899	4,851,929	-2.2%	-1.6%	1.9%	2.9%
<i>Charges for Services</i>									
General Government	43,279	138,178	54,363	51,713	51,713	219.3%	-60.7%	-4.9%	0.0%
Security	543,396	399,502	554,725	553,725	558,225	-26.5%	38.9%	-0.2%	0.8%
Engineering, abatement	-	27,407	29,867	30,000	30,000	-	9.0%	0.4%	0.0%
Transportation	145,671	42,964	169,000	109,000	109,000	-70.5%	293.4%	-35.5%	0.0%
Plan Check and Review Fees	585,313	688,564	628,500	721,500	741,210	17.6%	-8.7%	14.8%	2.7%
Culture and Rec Fees	437,894	440,273	566,215	469,710	475,906	0.5%	28.6%	-17.0%	1.3%
<i>Total Charges for Services</i>	1,755,554	1,736,887	2,002,670	1,935,648	1,966,054	-1.1%	15.3%	-3.3%	1.6%
<i>Fines and Penalties</i>	220,752	242,638	234,829	242,829	242,829	9.9%	-3.2%	3.4%	0.0%
<i>Miscellaneous Revenue</i>	465,954	805,839	826,132	776,271	782,412	72.9%	2.5%	-6.0%	0.8%
<i>Indirect cost allocation</i>	2,330,665	2,035,687	2,085,208	2,255,320	2,233,476	-12.7%	2.4%	8.2%	-1.0%
Ongoing Revenue	51,028,003	52,154,656	52,052,717	54,331,999	55,910,779	2.2%	-0.2%	4.4%	2.9%
Bond Proceeds	-	1,000,000	-	-	-	-	-100.0%	-	-
Transfers from LID	-	8,500,000	-	-	-	-	-100.0%	-	-
Property sale	-	-	-	200,000	1,600,000	-	-	-	700.0%
Transfer Tukwila Village land sale	-	-	4,355,000	2,200,000	2,075,000	-	-	-49.5%	-5.7%
<i>Total Revenue</i>	51,028,003	61,654,656	56,407,717	56,731,999	59,585,779	20.8%	-8.5%	0.6%	5.0%
Expenditures									
City Council	251,197	279,702	335,961	339,007	350,066	11.3%	20.1%	0.9%	3.3%
Mayor's Office	2,486,158	2,735,592	3,058,747	3,907,618	3,895,871	10.0%	11.8%	27.8%	-0.3%
Human Resources	514,637	602,151	693,816	656,409	674,328	17.0%	15.2%	-5.4%	2.7%
Finance	2,083,555	2,254,995	2,294,133	2,477,216	2,555,000	8.2%	1.7%	8.0%	3.1%
Legal	595,140	678,993	661,860	778,418	778,418	14.1%	-2.5%	17.6%	0.0%
Recreation	2,273,480	2,465,397	2,652,697	2,711,278	2,791,923	8.4%	7.6%	2.2%	3.0%
Parks Maintenance	1,072,302	1,142,944	1,154,636	1,346,458	1,402,251	6.6%	1.0%	16.6%	4.1%
Community Development	2,861,070	3,181,827	3,108,679	3,061,994	3,116,428	11.2%	-2.3%	-1.5%	1.8%
Court	1,018,332	1,093,017	1,096,547	1,127,910	1,163,679	7.3%	0.3%	2.9%	3.2%
Police	14,019,692	14,725,183	15,587,238	16,351,347	16,779,867	5.0%	5.9%	4.9%	2.6%
Fire	10,476,394	10,708,909	10,522,254	10,956,848	11,019,498	2.2%	-1.7%	4.1%	0.6%
Information Technology	1,106,138	1,245,356	1,362,557	1,161,747	1,191,754	12.6%	9.4%	-14.7%	2.6%
Public Works	3,166,787	3,394,522	3,679,272	3,626,473	3,727,263	7.2%	8.4%	-1.4%	2.8%
PW Street Maintenance	2,711,415	2,812,580	2,910,132	3,066,263	3,162,762	3.7%	3.5%	5.4%	3.1%
<i>Total Department Expenditures</i>	44,636,295	47,321,170	49,118,529	51,568,987	52,609,108	6.0%	3.8%	5.0%	2.0%
Loans to MPD	658,706	1,250,000	-	-	-	-	-	-	-
Transfers to Debt Service	2,770,995	2,940,244	3,428,650	2,759,846	3,302,791	6.1%	16.6%	-19.5%	19.7%
Transfers to Capital Project	2,847,592	2,363,919	2,757,400	2,200,000	3,851,000	-17.0%	16.6%	-20.2%	75.0%
Transfers to Contingency	-	4,225,000	2,200,000	-	-	-	-47.9%	-100.0%	-
	6,277,293	10,779,163	8,386,050	4,959,846	7,153,791	-	-	-	-
<i>Total Expenditures</i>	50,913,588	58,100,333	57,504,579	56,528,833	59,762,899	14.1%	-1.0%	-1.7%	5.7%
Change in Fund Balance	114,415	3,554,323	(1,096,862)	203,167	(177,120)	3006.5%	-130.9%	-118.5%	-187.2%
Beginning Fund Balance	5,911,616	6,026,030	7,583,253	9,500,000	9,703,167	1.9%	25.8%	25.3%	2.1%
Ending Fund Balance	\$ 6,026,031	\$ 9,580,353	\$ 6,486,391	\$ 9,703,167	\$ 9,526,047	59.0%	-32.3%	49.6%	-1.8%

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, \$16.4 million in 2015 and \$17.0 million in 2016, 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 agencies 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 2015-2016 biennium, the City anticipates receiving just over \$430 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 31.3% in 2015 and 31.5% in 2016 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

	2015	2016
Local Retail Sales & Use Tax	\$16,364,731	\$16,953,862
Criminal Justice	430,000	438,600
Natural Gas Use Tax	239,000	239,000
Total Sales and Use Tax	\$17,033,731	\$17,631,462

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%

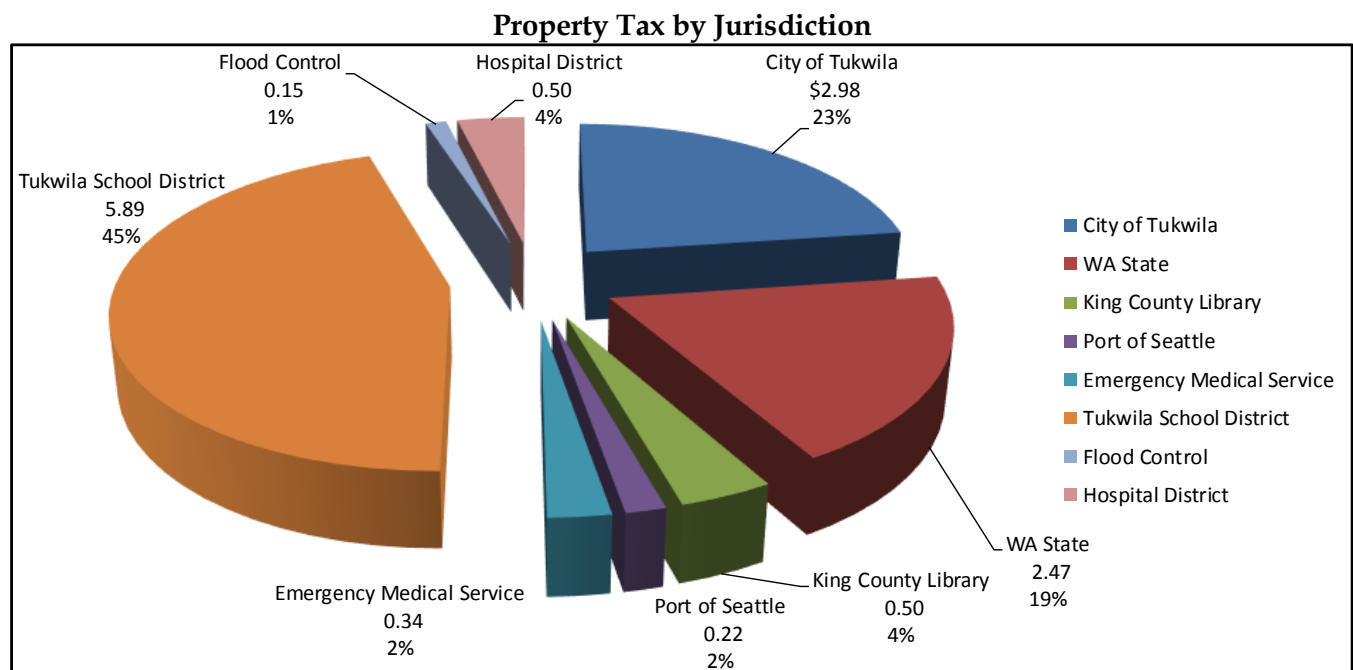
From 2006 to 2007, the City's sales tax collection grew 10%. 2008 was the first year to see a decline in sales tax from the previous year (12%) due to the Great Recession and State implementation of the streamlined sales tax, a destination based sales tax model. The City is assuming a 1.6% average increase in sales tax growth for 2015 over the 2013 actual revenues and 3.5% increase for 2016 over the 2015 budget.

Property Tax (RCW 84.52)

Property tax revenue is the City's second largest revenue source at \$14.3 million in 2015 and \$14.8 million in 2016, or 26.4% of the total general fund ongoing revenue in 2014 and 26.4% in 2016, and is used for general governmental operations including Police, Fire, Public Works, Parks, and administrative support. The City receives 24.4% of the property taxes paid by Tukwila property owners. Property tax revenue is anticipated to increase in 2016 by 3.0%.

2014 Assessed Value		per \$1,000 Assessed Value (AV)	
Property Tax Rate			
Government Agency		AV	Percent of Total
City of Tukwila	\$	2.98	22.8%
WA State		2.47	18.9%
King County Library		0.50	3.8%
Port of Seattle		0.22	1.7%
Emergency Medical Service		0.34	2.6%
Tukwila School District		5.89	45.2%
Flood Control		0.15	1.2%
Hospital District		0.50	3.8%
Total	\$	13.04	100%

The City of Tukwila will levy a tax rate of approximately \$2.98 per \$1,000 assessed value for 2015. The City receives less than a quarter of the property taxes paid in Tukwila. Over 60% goes to the Tukwila School District 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 \$5.9 million in 2015, and \$6.1 million in 2016. This represents over 10% of the City's total ongoing revenue supporting the general fund in both 2015 and 2016. The City of Tukwila has a 6% utility tax on cable, electricity, telephones, cellular phones, natural gas, and garbage. The interfund utility tax is set to expire at the end of 2015 but it is anticipated that it will be reauthorized at the same rate.

Detail of Utility Tax Budget

	2015	2016
Electric	\$ 1,556,087	\$ 1,587,209
Gas	589,505	601,295
Solid Waste/Recycling	379,000	386,580
Cable	240,000	244,800
Telephone	1,260,000	1,285,200
Utility Taxes	4,024,592	4,105,084
Interfund Utilities	1,855,900	1,981,000
Total Utility Taxes	\$ 5,880,492	\$ 6,086,084

Other Revenues

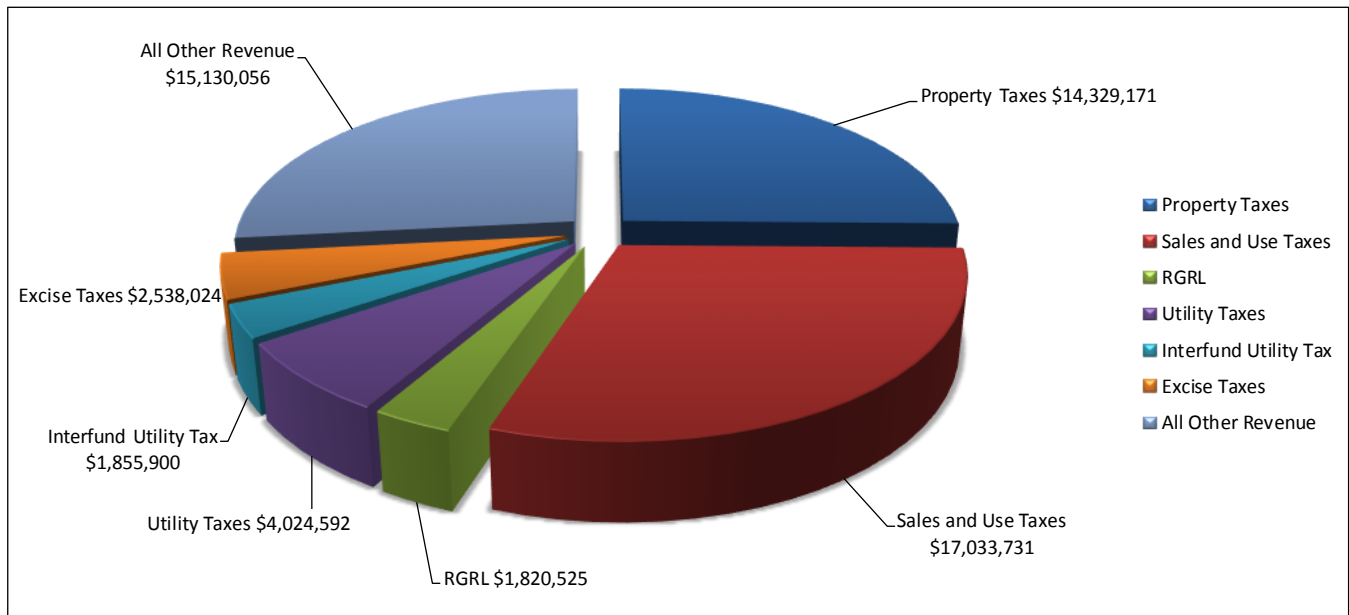
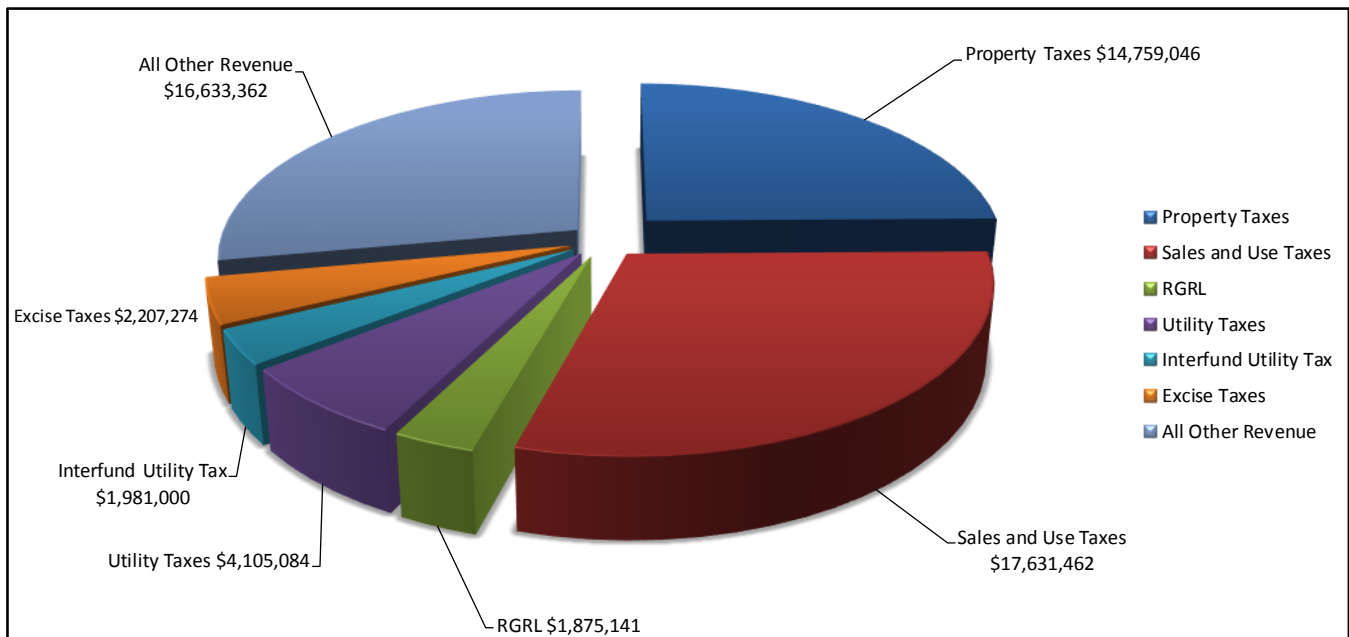
In addition to the three major revenue sources and other ongoing general fund revenue, the 2015-2016 biennial budget also includes one-time revenue of \$2.4 million in 2015 and \$3.7 million in 2016 for anticipated property sales in both the Tukwila Village and Tukwila Redevelopment (urban renewal) areas. These funds will be used for capital improvements throughout the City.

2015-2016 GENERAL FUND REVENUE

General fund revenue for 2015 and 2016 excluding fund balances is \$56.7 million and \$59.6 million respectively; a 0.6% increase in 2015 from the 2014 Budget and a 5.0% increase in 2016 over the 2015 proposed budget.

General Fund Revenues

<i>General Fund Revenues</i>									
General Fund Revenues	2012	2013	2014	2015	2016	Percentage Changes			
	Actual	Actual	Budget	Budget	Budget	2013	2014	2015	2016
Property Taxes	\$ 13,830,166	\$ 13,757,092	\$ 14,321,617	\$ 14,329,171	\$ 14,759,046	-0.5%	4.1%	0.1%	3.0%
Sales and Use Taxes	15,673,891	16,520,856	15,679,917	17,033,731	17,631,462	5.4%	-5.1%	8.6%	3.5%
RGRl Tax	1,755,618	1,724,557	1,767,500	1,820,525	1,875,141	-1.8%	2.5%	3.0%	3.0%
Admissions Tax	587,396	689,640	612,000	700,000	716,000	17.4%	-11.3%	14.4%	2.3%
Utility Taxes	4,001,385	3,879,992	4,154,592	4,024,592	4,105,084	-3.0%	7.1%	-3.1%	2.0%
Interfund Utility Tax	1,534,581	1,686,859	1,585,500	1,855,900	1,981,000	9.9%	-6.0%	17.1%	6.7%
Gambling/Excise Taxes	2,457,327	2,356,894	2,207,341	2,538,024	2,600,684	-4.1%	-6.3%	15.0%	2.5%
Total Taxes	39,840,363	40,615,890	40,328,467	42,301,944	43,668,417	1.9%	-0.7%	4.9%	3.2%
Business Licenses & Permits	716,459	790,947	780,089	826,089	846,691	10.4%	-1.4%	5.9%	2.5%
Rental Housing License	35,250	37,550	35,000	35,000	35,000	6.5%	-6.8%	0.0%	0.0%
Building Permits and Fees	852,885	1,185,379	1,131,100	1,244,000	1,283,970	39.0%	-4.6%	10.0%	3.2%
Total Licenses & Permits	1,604,594	2,013,875	1,946,189	2,105,089	2,165,661	25.5%	-3.4%	8.2%	2.9%
Sales Tax Mitigation	1,127,394	1,122,631	1,200,000	1,140,000	1,140,000	-0.4%	6.9%	-5.0%	0.0%
Seattle City Light Franchise	2,147,366	2,084,039	2,250,471	2,211,910	2,267,208	-2.9%	8.0%	-1.7%	2.5%
EMS, Vnet	493,378	435,395	453,096	481,938	490,256	-11.8%	4.1%	6.4%	1.7%
State Entitlements	379,186	342,560	329,860	370,860	381,594	-9.7%	-3.7%	12.4%	2.9%
Grants	662,796	719,215	395,795	510,191	572,871	8.5%	-45.0%	28.9%	12.3%
Total Intergovernmental	4,810,121	4,703,839	4,629,222	4,714,899	4,851,929	-2.2%	-1.6%	1.9%	2.9%
General Government	43,279	138,178	54,363	51,713	51,713	219.3%	-60.7%	-4.9%	0.0%
Security	543,396	399,502	554,725	553,725	558,225	-26.5%	38.9%	-0.2%	0.8%
Engineering, Abatement	-	27,407	29,867	30,000	30,000	0.0%	9.0%	0.4%	0.0%
Transportation	145,671	42,964	169,000	109,000	109,000	-70.5%	293.4%	-35.5%	0.0%
Plan Check & Review Fees	585,313	688,564	628,500	721,500	741,210	17.6%	-8.7%	14.8%	2.7%
Culture and Rec Fees	437,894	440,273	566,215	469,710	475,906	0.5%	28.6%	-17.0%	1.3%
Total Charges for Services	1,755,554	1,736,887	2,002,670	1,935,648	1,966,054	-1.1%	15.3%	-3.3%	1.6%
Total Fines and Penalties	220,752	242,638	234,829	242,829	242,829	9.9%	-3.2%	3.4%	0.0%
Total Miscellaneous	465,954	805,839	826,132	776,271	782,412	72.9%	2.5%	-6.0%	0.8%
Indirect Cost Allocation	2,330,665	2,035,687	2,085,208	2,255,320	2,233,476	-12.7%	2.4%	8.2%	-1.0%
Total Ongoing Revenue	51,028,003	52,154,656	52,052,717	54,331,999	55,910,779	2.2%	-0.2%	4.4%	2.9%
LID Reimb Proceeds	-	8,500,000	-	-	-	0.0%	0.0%	0.0%	0.0%
Tukwila Village Land Sale	-	-	4,355,000	2,200,000	2,075,000	0.0%	0.0%	-49.5%	-5.7%
Other Property Land Sale	-	-	-	200,000	1,600,000	0.0%	0.0%	0.0%	700.0%
MPD Bond Proceeds	-	1,000,000	-	-	-	0.0%	0.0%	0.0%	0.0%
Total One-Time Revenue	-	9,500,000	4,355,000	2,400,000	3,675,000	0.0%	-54.2%	-44.9%	53.1%
Total Revenue	\$ 51,028,003	\$ 61,654,656	\$ 56,407,717	\$ 56,731,999	\$ 59,585,779	20.8%	-8.5%	0.6%	5.0%

2015 General Fund Revenues**2016 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 2015-2016 priorities. Department budgets were held to 2014 levels except for changes in salaries and benefits, utilities, equipment rental and replacement, and operating costs, interlocal agreements such as with Valley Communications and SCORE jail, excise taxes, insurance premiums and claims. Initiatives were funded based on the selection and vetting process described in the Budget Summary or if backed by additional revenue. Detailed information on major changes is provided in each department section of the budget.

The budget continues to fund all existing positions. Additionally, the budget includes an additional police sergeant dedicated to the regional Auto Theft Task Force and paid for by the Task Force; the CERT trainer remains a full time position even though grant funding for a portion of the position is no longer available; and a part-time planner position has been made full time. 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 2015 and 2016; funding for the LEOFF 1 retiree healthcare plan has resumed after a planned drawdown of excess fund balance during the 2013-14 biennium.

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. As such, certain equipment replacement funding for the fire department has been put on hold until the outcome of the study has been determined.

Funding for new priority based initiatives totals \$592 thousand in 2015 and \$492 thousand in 2016. Funding for capital projects totals \$2.2 million in 2015 and \$3.8 million in 2016 while contribution to the debt service funds total \$2.7 million and \$3.3 million in 2015 and 2016 respectively.

Departmental Budgets

Departmental expenditures for 2015 are \$51.5 million, a 5% increase over the 2014 budget and \$52.6 million for 2016, a 2% increase over the 2015 budget. Significant changes in the departmental budgets include the following:

Mayor's Office - Two staff transferred into the communications division and one staff into the economic development division. The budget also includes additional funding for the communication and economic development plan initiatives and the increased public defender costs.

Human Resources - The NEOGOV software has been implemented, the Teamster position study completed and most labor contracts have been negotiated; thus budget was reduced for these past initiatives.

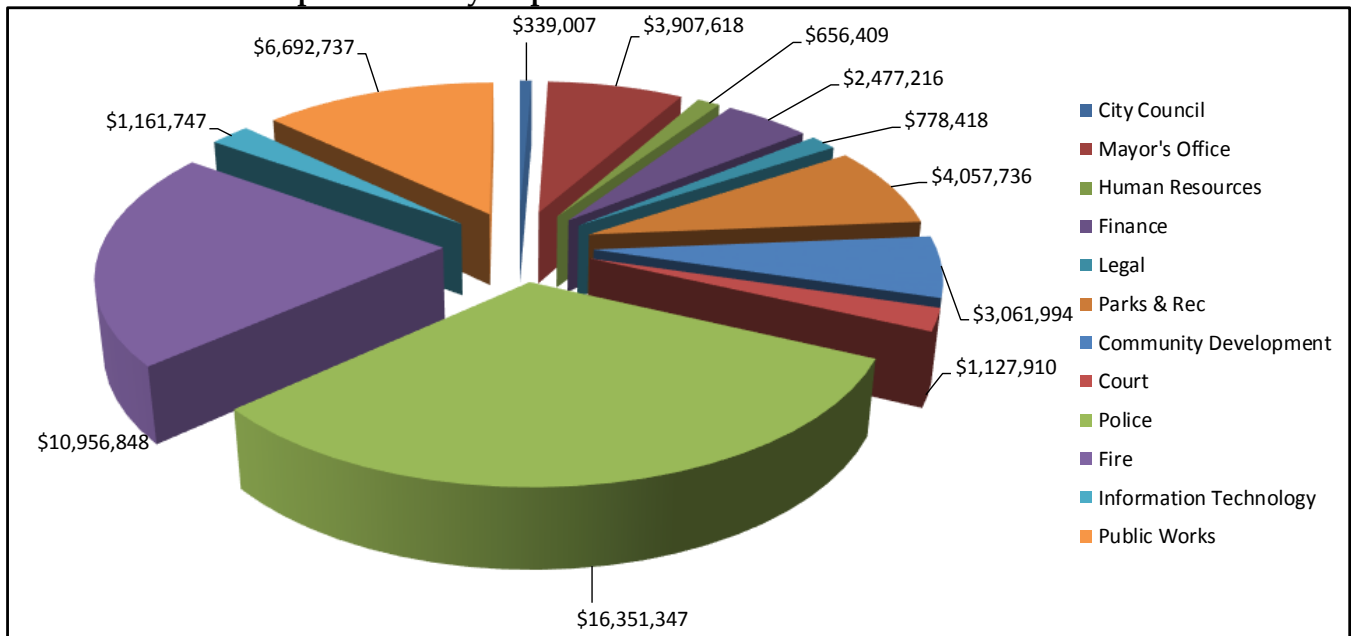
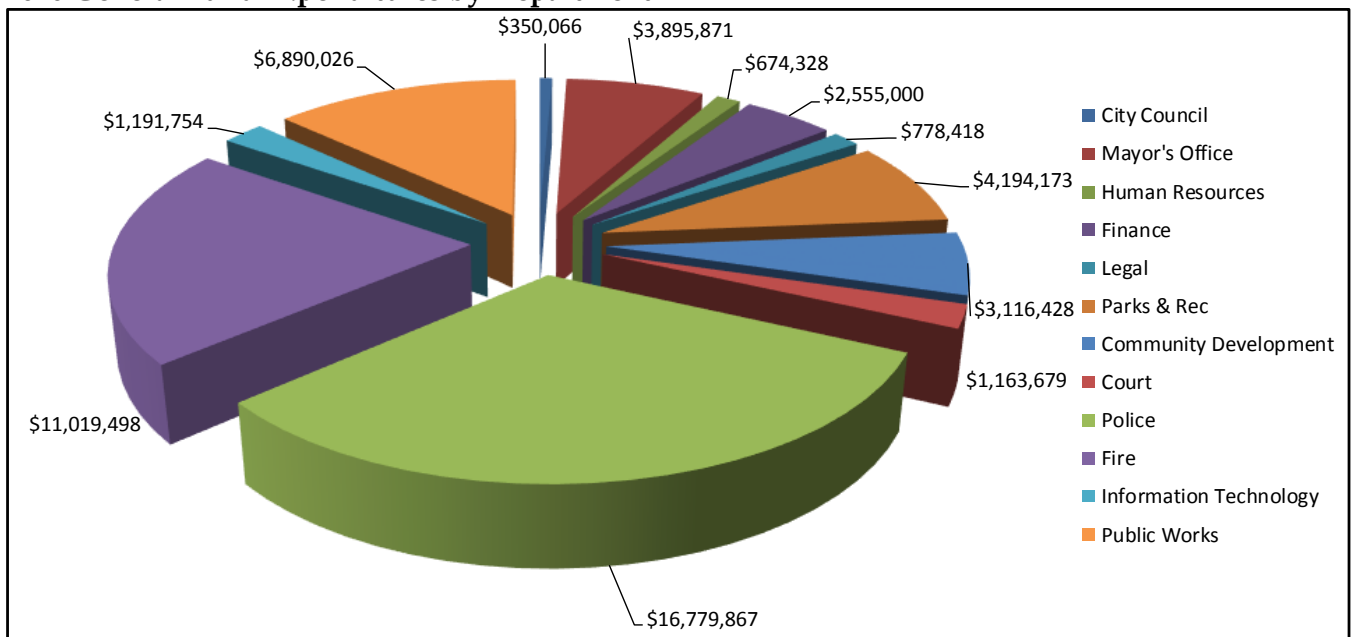
Finance - Insurance costs increased by 13% and additional budget was allocated for claims and judgments based on historical experience.

City Attorney - Budget for additional public records request resources has been added.

Information Technology - Two staff were transferred from this department to the communications division of the Mayor's Office.

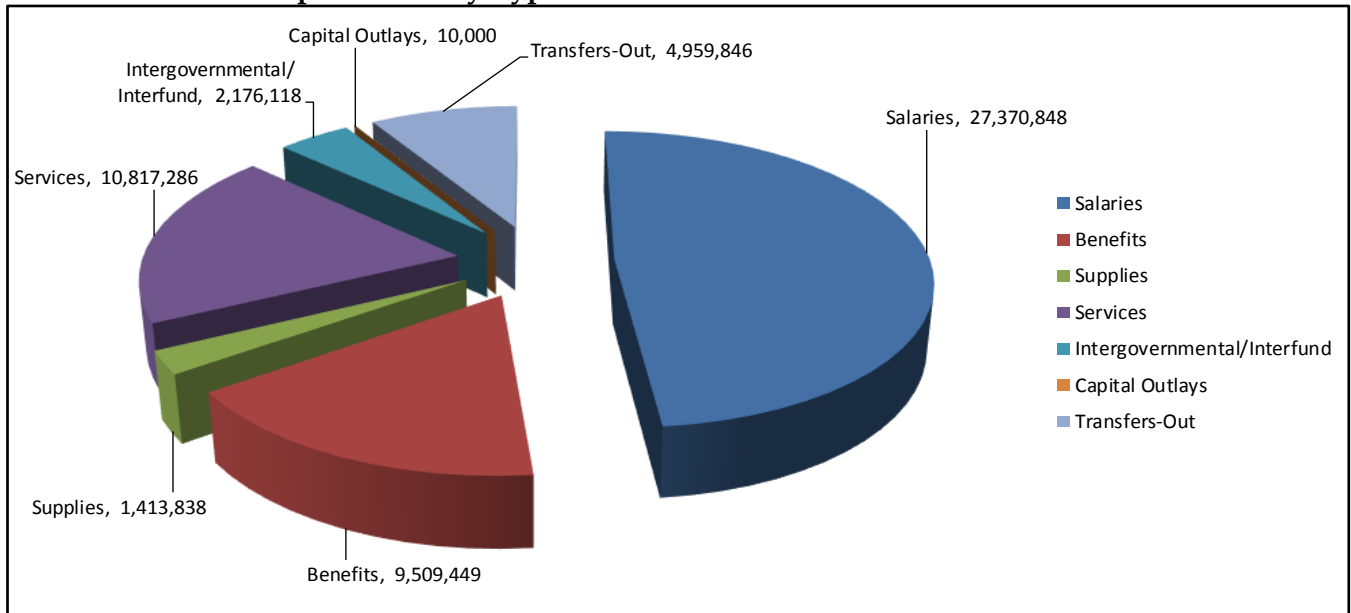
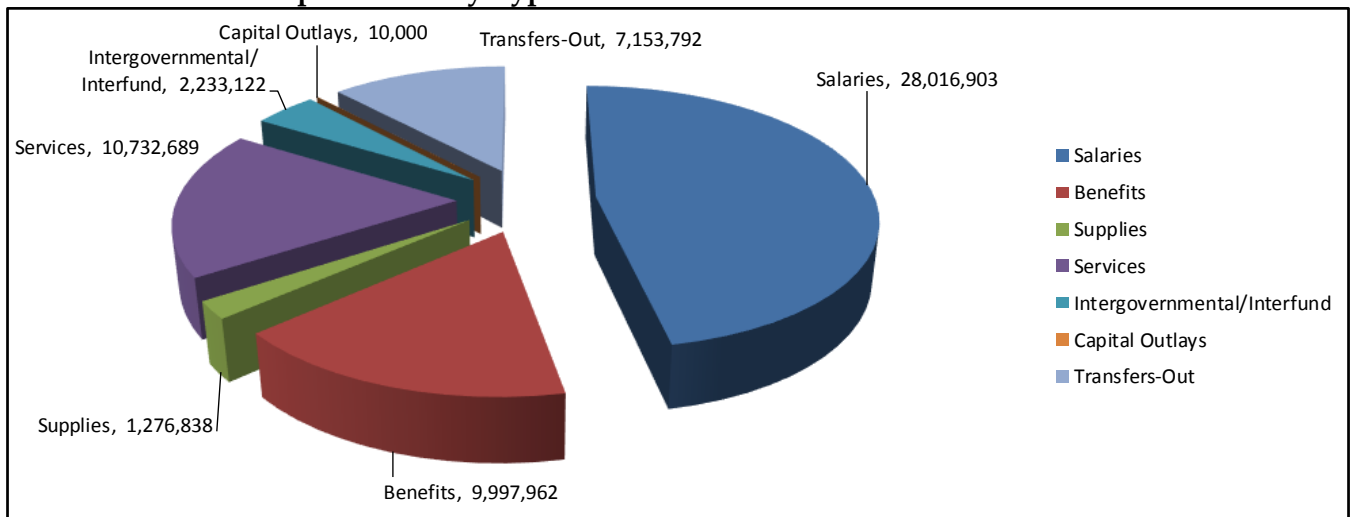
General Fund Expenditures by Department

Program	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % Chg	2015-16 % Chg
City Council	\$ 251,197	\$ 279,702	\$ 335,961	\$ 339,007	\$ 350,066	0.9%	3.3%
Mayor's Office	2,486,158	2,735,592	3,058,747	3,907,618	3,895,871	27.8%	-0.3%
Human Resources	514,637	602,151	693,816	656,409	674,328	-5.4%	2.7%
Finance	2,083,555	2,254,995	2,294,133	2,477,216	2,555,000	8.0%	3.1%
City Attorney	595,140	678,993	661,860	778,418	778,418	17.6%	0.0%
Parks & Recreation	3,345,782	3,608,341	3,807,333	4,057,736	4,194,173	6.6%	3.4%
Community Development	2,861,070	3,181,827	3,108,679	3,061,994	3,116,428	-1.5%	1.8%
Court	1,018,332	1,093,017	1,096,547	1,127,910	1,163,679	2.9%	3.2%
Police	14,019,692	14,725,183	15,587,238	16,351,347	16,779,867	4.9%	2.6%
Fire	11,803,071	10,708,909	10,522,254	10,956,848	11,019,498	4.1%	0.6%
Information Technology	1,148,591	1,247,546	1,362,557	1,161,747	1,191,754	-14.7%	2.6%
Public Works	4,509,072	6,204,913	6,589,404	6,692,737	6,890,026	1.6%	2.9%
Departmental Total	44,636,295	47,321,170	49,118,529	51,568,987	52,609,108	5.0%	2.0%
Transfers to other funds	6,277,293	10,779,163	8,386,050	4,959,846	7,153,791	-40.9%	44.2%
General Fund Total	\$ 50,913,588	\$ 58,100,333	\$ 57,504,579	\$ 56,528,833	\$ 59,762,899	-1.7%	5.7%

2015 General Fund Expenditures by Department**2016 General Fund Expenditures by Department**

General Fund Expenditure by Type

<i>General Fund Expenditures by Type</i>									
	2012	2013	2014	2015	2016	Percentage Changes			
	Actual	Actual	Budget	Budget	Budget	2013	2014	2015	2016
Salaries	\$ 23,619,575	\$ 24,289,694	\$ 25,534,840	\$ 25,479,884	\$ 26,125,939	2.8%	5.1%	-0.2%	2.5%
Extra Labor	352,417	472,859	492,645	510,192	510,192	34.2%	4.2%	3.6%	0.0%
Overtime	1,383,704	1,815,492	1,384,086	1,380,772	1,380,772	31.2%	-23.8%	-0.2%	0.0%
Total Wages	25,355,696	26,578,045	27,411,571	27,370,848	28,016,903	4.8%	3.1%	-0.1%	2.4%
FICA	1,449,042	1,533,223	1,517,411	1,518,756	1,559,499	5.8%	-1.0%	0.1%	2.7%
LEOFF	691,586	747,730	624,018	649,515	665,905	8.1%	-16.5%	4.1%	2.5%
PERS	801,107	975,125	1,132,009	1,229,636	1,360,331	21.7%	16.1%	8.6%	10.6%
Industrial Insurance	333,779	406,790	473,644	624,192	685,506	21.9%	16.4%	31.8%	9.8%
Med,Dntl,Disability,Life	4,531,965	4,166,773	4,438,312	5,461,720	5,702,546	-8.1%	6.5%	23.1%	4.4%
Unemployment	14,945	30,794	-	13,000	13,000	106.1%	0.0%	0.0%	0.0%
Clothing Allowance	4,705	5,641	10,075	12,630	11,175	19.9%	78.6%	25.4%	-11.5%
Total Benefits	7,827,128	7,866,076	8,195,469	9,509,449	9,997,962	0.5%	4.2%	16.0%	5.1%
Office Supplies	288,702	430,154	354,023	353,955	353,955	49.0%	-17.7%	0.0%	0.0%
Small Tools & Minor Equip	150,245	227,423	243,904	303,804	201,804	51.4%	7.2%	24.6%	-33.6%
Recreation Prog Supplies	62,113	100,295	76,511	97,340	97,340	61.5%	-23.7%	27.2%	0.0%
Fire Supplies	147,594	179,562	155,977	176,977	141,977	21.7%	-13.1%	13.5%	-19.8%
Street Maint Supplies	243,403	184,571	278,300	259,300	259,300	-24.2%	50.8%	-6.8%	0.0%
Other	165,980	201,866	211,596	222,462	222,462	21.6%	4.8%	5.1%	0.0%
Total Supplies	1,095,524	1,323,872	1,320,311	1,413,838	1,276,838	20.8%	-0.3%	7.1%	-9.7%
Professional Services	2,131,258	2,292,450	2,574,603	2,905,472	2,841,772	7.6%	12.3%	12.9%	-2.2%
Communication	317,975	303,565	369,196	426,671	386,671	-4.5%	21.6%	15.6%	-9.4%
Travel	92,709	94,692	116,065	148,528	151,028	2.1%	22.6%	28.0%	1.7%
Advertising	17,847	30,920	56,050	55,250	55,250	73.3%	81.3%	-1.4%	0.0%
Operating Rents & Leases	171,885	185,807	263,173	273,973	273,973	8.1%	41.6%	4.1%	0.0%
Equipment Replacment	551,729	801,722	734,922	864,646	742,125	45.3%	-8.3%	17.7%	-14.2%
Equip Operations & Maint	1,433,094	1,300,470	1,175,572	1,561,933	1,586,874	-9.3%	-9.6%	32.9%	1.6%
Insurance	579,668	586,557	617,535	703,455	720,455	1.2%	5.3%	13.9%	2.4%
Utilities	1,395,411	1,538,824	1,525,097	1,683,061	1,775,726	10.3%	-0.9%	10.4%	5.5%
Repairs and Maintenance	559,989	693,218	930,262	772,009	775,677	23.8%	34.2%	-17.0%	0.5%
Miscellaneous	437,553	753,985	858,432	920,139	920,989	72.3%	13.9%	7.2%	0.1%
Claims & Judgements	440,285	519,959	370,000	450,000	450,000	18.1%	-28.8%	21.6%	0.0%
Credit Card Fees	23,192	21,901	26,799	33,299	33,299	-5.6%	22.4%	24.3%	0.0%
Other	8,073	115,064	125,850	18,850	18,850	1325.3%	9.4%	-85.0%	0.0%
Total Services	8,160,668	9,239,135	9,743,556	10,817,286	10,732,689	13.2%	5.5%	11.0%	-0.8%
SCORE Jail	881,125	965,288	1,071,000	1,233,000	1,294,650	9.6%	11.0%	15.1%	5.0%
Valley Communications	874,543	956,718	1,013,722	1,071,661	1,129,661	9.4%	6.0%	5.7%	5.4%
Animal Control	97,520	45,089	90,000	75,000	82,500	-53.8%	99.6%	-16.7%	10.0%
Other	70,531	96,465	58,400	67,905	67,905	36.8%	-39.5%	16.3%	0.0%
Total Intergovernmental	1,923,719	2,063,561	2,233,122	2,447,566	2,574,716	7.3%	8.2%	9.6%	5.2%
Total Capital	273,560	250,482	214,500	10,000	10,000	-8.4%	-14.4%	-95.3%	0.0%
Total Dept. Expenditures	44,636,295	47,321,170	49,118,529	51,568,987	52,609,108	6.0%	3.8%	5.0%	2.0%
Loan to MPD	658,706	1,250,000	-	-	-	89.8%	0.0%	0.0%	0.0%
Transfers to Debt Svc Funds	2,770,995	2,940,244	3,428,650	2,759,846	3,302,791	6.1%	16.6%	-19.5%	19.7%
Transfers to Cap Proj Funds	2,847,592	2,363,919	2,757,400	2,200,000	3,851,000	-17.0%	16.6%	-20.2%	75.0%
Transfer to Contingency	-	4,225,000	2,200,000	-	-	0.0%	-47.9%	0.0%	0.0%
Total Expenditures	\$ 50,913,588	\$ 58,100,333	\$ 57,504,579	\$ 56,528,833	\$ 59,762,899	14.1%	-1.0%	-1.7%	5.7%

2015 General Fund Expenditures by Type**2016 General Fund Expenditures by Type**

GENERAL FUND- Budget Change by Expenditure Type

	01 Salaries	02 Benefits	03 Supplies	04 Services	05 Intergov't	06 Capital	Total Departmental
2014 Budget	\$27,411,571	\$ 8,195,469	\$1,320,311	\$ 9,743,556	\$ 2,233,122	\$ 214,500	\$ 49,118,529
Base Services	(137,608)	1,279,087	(473)	430,930	214,444	(204,500)	1,581,880
Revenue Backed	96,885	34,893	-	7,800	-	-	139,578
Initiatives	-	-	137,000	592,000	-	-	729,000
Transfers	-	(0)	(43,000)	43,000	-	-	(0)
2015 Budget	\$27,370,848	\$ 9,509,449	\$1,413,838	\$ 10,817,286	\$ 2,447,566	\$ 10,000	\$ 51,568,987
Base Services	646,055	488,513	-	18,203	127,150	-	1,279,921
Revenue Backed	-	-	-	(2,800)	-	-	(2,800)
Initiatives	-	-	(137,000)	(100,000)	-	-	(237,000)
Transfers	-	-	-	-	-	-	-
2016 Budget	\$28,016,903	\$ 9,997,962	\$1,276,838	\$ 10,732,689	\$ 2,574,716	\$ 10,000	\$ 52,609,108

GENERAL FUND - Budget Change Percentage

	01 Salaries	02 Benefits	03 Supplies	04 Services	05 Intergov't	06 Capital	Total Departmental
2015 Changes							
Base Services	-0.5%	15.6%	0.0%	4.4%	9.6%	-95.3%	3.2%
Revenue Backed	0.4%	0.4%	0.0%	0.1%	0.0%	0.0%	0.3%
Initiatives	0.0%	0.0%	10.4%	6.1%	0.0%	0.0%	1.5%
Transfers	0.0%	0.0%	-3.3%	0.4%	0.0%	0.0%	0.0%
2016 Changes							
Base Services	2.4%	5.1%	0.0%	0.2%	5.2%	0.0%	2.5%
Revenue Backed	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Initiatives	0.0%	0.0%	-9.7%	-0.9%	0.0%	0.0%	-0.5%
Transfers	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

Detailed information on major changes is provided in each department section of the budget.

Budget Change Discussion

Base Services: Salaries decline in 2015 due to the conservative budgeting that occurred in 2014, then increase by 2.4% in 2016 which is in line with contract clauses and anticipated inflation. Benefits increase by 15.6% in 2015 for two reasons – first, the premiums for the employee healthcare plan increase by 8% and secondly, funding of the LEOFF 1 retiree healthcare plan is resumed after a planned drawdown of fund balance. Premiums for active employees increase by 8% in 2016 as well while premiums for LEOFF 1 Retirees have been reduced in anticipation of cost saving plans under consideration. Claims experience for both plans has been high in 2014 impacting the actuarial projections of future plan costs. The expectation is for the trend to stabilize.

The increase in services is due to a combination of utility, equipment rental operating and maintenance, insurance and claims cost increases offset by decreases in professional services for projects completed in 2014 such as the TRAKiT permitting system and the NEOGOV human resources software system. The intergovernmental increase is due to higher Valley Communication dispatch and radio system costs and also to SCORE jail cost increases. Capital costs declined mainly because the TRAKiT permitting system has been installed.

Revenue Backed: A Police sergeant position was added to the department; the position is fully funded by the regional Auto Theft Task Force.

Initiatives: The 2015 supplies budget increase represents the Fire department equipment initiative for air packs, thermal imaging cameras and other essential fire safety equipment. The services increase is comprised of \$275 thousand for the public defender increased caseload, \$87 thousand for the code enforcement, \$90 thousand for the public records request assistance, \$80 thousand for the communication/city identity and image initiative, and \$60 thousand for an economic development plan. In 2016, certain investments in the communications and City image initiative and in the economic development plan will have been completed and the budget is thus reduced by \$40 thousand and \$60 thousand respectively. See page 32 for additional information.

DEPARTMENT EXPENDITURES BY TYPE AND DIVISION

Legislative

	2012	2013	2014	2015	2016	2014-2015	2015-2016
CITY COUNCIL BY TYPE	Actual	Actual	Budget	Budget	Budget	% Change	% Change
10 Salaries	\$ 180,650	\$ 172,664	\$ 176,324	\$ 182,811	\$ 187,912	3.7%	2.8%
20 Benefits	43,700	62,164	92,367	78,926	84,884	-14.6%	7.5%
30 Supplies	2,527	2,210	3,870	4,370	4,370	12.9%	0.0%
40 Professional Services	24,320	42,664	63,400	72,900	72,900	15.0%	0.0%
TOTAL BY TYPE	\$ 251,197	\$ 279,702	\$ 335,961	\$ 339,007	\$ 350,066	0.9%	3.3%

	2012	2013	2014	2015	2016	2014-2015	2015-2016
01 -CITY COUNCIL	Actual	Actual	Budget	Budget	Budget	% Change	% Change
11 Salaries	\$ 180,650	\$ 172,664	\$ 176,324	\$ 182,811	\$ 187,912	3.7%	2.8%
21 FICA	13,547	13,311	13,490	14,318	14,709	6.1%	2.7%
23 PERS	6,646	21,758	7,202	8,498	9,696	18.0%	14.1%
24 Industrial Insurance	2,111	2,286	2,754	2,758	3,034	0.1%	10.0%
25 Medical,Dental,Life,Optical	21,396	24,809	68,921	53,352	57,445	-22.6%	7.7%
31 Office & Operating Supplies	2,527	2,210	3,870	4,370	4,370	12.9%	0.0%
41 Professional Services	92	11,230	16,500	16,500	16,500	0.0%	0.0%
42 Communication	4,701	5,005	6,000	6,000	6,000	0.0%	0.0%
43 Travel	15,593	16,209	30,000	40,000	40,000	33.3%	0.0%
49 Miscellaneous	3,934	10,219	10,900	10,400	10,400	-4.6%	0.0%
TOTAL CITY COUNCIL	\$ 251,197	\$ 279,702	\$ 335,961	\$ 339,007	\$ 350,066	0.9%	3.3%

Executive

03 - MAYOR'S OFFICE BY TYPE	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-2015 % Change	2015-2016 % Change
10 Salaries	\$ 939,850	\$ 1,096,936	\$ 1,205,263	\$ 1,429,136	\$ 1,471,599	18.6%	3.0%
20 Benefits	279,814	341,091	393,532	494,182	532,598	25.6%	7.8%
30 Supplies	31,919	39,287	51,059	71,052	71,052	39.2%	0.0%
40 Professional Services	1,782,860	1,886,837	2,043,253	2,654,666	2,562,040	29.9%	-3.5%
50 Intergovernmental	24,655	50,436	27,500	37,000	37,000	34.5%	0.0%
60 Capital	22,200	-	-	-	-	0.0%	0.0%
TOTAL BY TYPE	\$ 3,081,297	\$ 3,414,586	\$ 3,720,607	\$ 4,686,036	\$ 4,674,289	25.9%	-0.3%

03 - MAYOR'S OFFICE	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-2015 % Change	2015-2016 % Change
Mayor's Office	\$ 1,163,094	\$ 1,319,077	\$ 1,454,040	\$ 1,371,161	\$ 1,396,701	-5.7%	1.9%
Human Services	678,812	793,570	838,053	845,478	854,012	0.9%	1.0%
Boards, Committees, & Commissions	43,953	23,523	38,438	38,438	38,438	0.0%	0.0%
City Clerk	560,543	567,965	679,808	675,823	694,914	-0.6%	2.8%
Economic Development	27,574	31,458	48,408	529,224	486,456	993.3%	-8.1%
Communications	-	-	-	447,493	425,350	0.0%	-4.9%
Civil Service	12,180	-	-	-	-	0.0%	0.0%
City Attorney	595,140	678,993	661,860	778,418	778,418	17.6%	0.0%
TOTAL BY DIVISION	\$ 3,081,297	\$ 3,414,586	\$ 3,720,607	\$ 4,686,036	\$ 4,674,289	25.9%	-0.3%

MAYOR'S OFFICE BY DIVISION/BY TYPE	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-2015 % Change	2015-2016 % Change
10 Salaries	\$ 457,181	\$ 592,233	\$ 665,586	\$ 339,892	\$ 349,218	-48.9%	2.7%
20 Benefits	123,843	175,465	199,574	113,041	121,881	-43.4%	7.8%
30 Supplies	13,705	16,470	13,332	18,825	18,825	41.2%	0.0%
40 Services	543,711	484,474	548,048	862,403	869,777	57.4%	0.9%
50 Intergovernmental	24,655	50,436	27,500	37,000	37,000	34.5%	0.0%
TOTAL MAYOR'S OFFICE	1,163,094	1,319,077	1,454,040	1,371,161	1,396,701	-5.7%	1.9%
10 Salaries	162,911	167,959	171,569	169,937	174,323	-1.0%	2.6%
20 Benefits	48,747	52,248	53,626	57,683	61,831	7.6%	7.2%
30 Supplies	1,249	1,847	1,688	1,688	1,688	0.0%	0.0%
40 Services	465,906	571,515	611,170	616,170	616,170	0.8%	0.0%
TOTAL HUMAN SERVICES	678,812	793,570	838,053	845,478	854,012	0.9%	1.0%
BOARDS, COMMITTEES, & COMMISSIONS							
30 Supplies	5,141	9,909	17,973	17,973	17,973	0.0%	0.0%
40 Services	16,612	13,614	20,465	20,465	20,465	0.0%	0.0%
60 Capital	22,200	-	-	-	-	0.0%	0.0%
TOTAL BOARDS, COMMITTEES & COMMISSIONS	43,953	23,523	38,438	38,438	38,438	0.0%	0.0%
CITY CLERK							
10 Salaries	319,758	334,842	363,108	359,544	367,692	-1.0%	2.3%
20 Benefits	107,220	113,083	140,332	144,911	155,854	3.3%	7.6%
30 Supplies	5,773	5,878	10,308	10,308	10,308	0.0%	0.0%
40 Services	127,793	114,162	166,060	161,060	161,060	-3.0%	0.0%
TOTAL CITY CLERK	560,543	567,965	679,808	675,823	694,914	-0.6%	2.8%
ECONOMIC DEVELOPMENT							
10 Salaries	-	-	5,000	327,454	337,907	6449.1%	3.2%
20 Benefits	-	-	-	88,362	95,141	0.0%	7.7%
30 Supplies	661	106	4,658	4,658	4,658	0.0%	0.0%
40 Services	26,913	31,352	38,750	108,750	48,750	180.6%	-55.2%
TOTAL ECONOMIC DEVELOPMENT	27,574	31,458	48,408	529,224	486,456	993.3%	-8.1%
COMMUNICATIONS							
10 Salaries	-	-	-	232,309	242,459	0.0%	4.4%
20 Benefits	-	-	-	90,184	97,891	0.0%	8.5%
30 Supplies	-	-	-	14,500	14,500	0.0%	0.0%
40 Services	-	-	-	110,500	70,500	0.0%	-36.2%
TOTAL COMMUNICATIONS	-	-	-	447,493	425,350	0.0%	-4.9%
CIVIL SERVICE							
20 Benefits	2	-	-	-	-	0.0%	0.0%
30 Supplies	881	-	-	-	-	0.0%	0.0%
40 Services	11,297	-	-	-	-	0.0%	0.0%
TOTAL CIVIL SERVICE	12,180	-	-	-	-	0.0%	0.0%
CITY ATTORNEY							
20 Benefits	2	295	-	-	-	0.0%	0.0%
30 Supplies	4,510	5,077	3,100	3,100	3,100	0.0%	0.0%
40 Services	590,628	671,719	658,760	775,318	775,318	17.7%	0.0%
TOTAL CITY ATTORNEY	595,140	678,993	661,860	778,418	778,418	17.6%	0.0%
TOTAL MAYOR'S OFFICE	\$ 3,081,297	\$ 3,414,586	\$ 3,720,607	\$ 4,686,036	\$ 4,674,289	25.9%	-0.3%

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	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-2015 % Change	2015-2016 % Change
10 Salaries	\$ 655,315	\$ 675,338	\$ 703,990	\$ 696,732	\$ 713,196	-1.0%	2.4%
20 Benefits	208,008	238,148	238,406	264,472	283,777	10.9%	7.3%
30 Supplies	13,816	45,354	11,708	16,708	16,708	42.7%	0.0%
40 Services	141,192	128,455	142,443	149,993	149,993	5.3%	0.0%
50 Intergovernmental	1	1	-	5	5	0.0%	0.0%
60 Capital	-	5,721	-	-	-	0.0%	0.0%
TOTAL BY TYPE	\$ 1,018,332	\$ 1,093,017	\$ 1,096,547	\$ 1,127,910	\$ 1,163,679	2.9%	3.2%

09 -COURT	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-2015 % Change	2015-2016 % Change
11 Salaries	\$ 654,082	\$ 672,406	\$ 696,474	\$ 687,216	\$ 703,680	-1.3%	2.4%
12 Extra Labor	162	2,214	2,500	4,500	4,500	80.0%	0.0%
13 Overtime	1,071	718	5,016	5,016	5,016	0.0%	0.0%
21 FICA	48,265	49,750	53,007	51,035	52,298	-3.7%	2.5%
23 PERS	48,381	56,577	65,397	69,117	75,493	5.7%	9.2%
24 Industrial Insurance	2,301	2,502	3,098	3,138	3,450	1.3%	9.9%
25 Medical,Dental,Life,Optical	109,060	129,319	116,904	141,182	152,536	20.8%	8.0%
31 Office & Operating Supplies	12,615	19,196	11,708	16,708	16,708	42.7%	0.0%
35 Small Tools & Minor Equipment	1,201	26,158	-	-	-	0.0%	0.0%
41 Professional Services	112,333	95,926	105,300	111,500	111,500	5.9%	0.0%
42 Communication	6,624	6,292	7,300	7,300	7,300	0.0%	0.0%
43 Travel	4,169	6,422	6,215	6,215	6,215	0.0%	0.0%
45 Operating Rentals & Leases	939	1,067	3,058	1,558	1,558	-49.1%	0.0%
48 Repairs & Maintenance	318	3,576	1,300	3,300	3,300	153.8%	0.0%
49 Miscellaneous	16,809	15,173	19,270	20,120	20,120	4.4%	0.0%
53 Ext Taxes & Operating Assmnts	1	1	-	5	5	0.0%	0.0%
64 Machinery & Equipment	-	5,721	-	-	-	0.0%	0.0%
TOTAL COURT	\$ 1,018,332	\$ 1,093,017	\$ 1,096,547	\$ 1,127,910	\$ 1,163,679	2.9%	3.2%

Programs and Services

	2012	2013	2014	2015	2016	2014-2015	2015-2016
07 - PARKS & REC BY TYPE	Actual	Actual	Budget	Budget	Budget	% Change	% Change
10 Salaries	\$ 1,928,608	\$ 2,045,974	\$ 2,153,986	\$ 2,234,129	\$ 2,290,090	3.7%	2.5%
20 Benefits	632,533	667,801	706,634	828,536	890,961	17.3%	7.5%
30 Supplies	148,671	189,609	145,524	156,153	156,153	7.3%	0.0%
40 Professional Services	630,579	701,898	786,189	838,918	856,969	6.7%	2.2%
50 Intergovernmental	21	3,059	-	-	-	0.0%	0.0%
60 Capital	5,371	-	15,000	-	-	-100.0%	0.0%
TOTAL BY TYPE	\$ 3,345,782	\$ 3,608,341	\$ 3,807,333	\$ 4,057,736	\$ 4,194,173	6.6%	3.4%

	2012	2013	2014	2015	2016	2014-2015	2015-2016
07 - PARKS & RECREATION	Actual	Actual	Budget	Budget	Budget	% Change	% Change
Administration	\$ 396,527	\$ 375,057	\$ 445,860	\$ 333,287	\$ 347,560	-25.2%	4.3%
Recreation	1,682,308	1,835,721	1,927,189	1,362,240	1,397,527	-29.3%	2.6%
Community Events & Volunteers	195,167	254,620	279,648	322,934	331,788	15.5%	2.7%
Rental	-	-	-	692,817	715,047	0.0%	3.2%
Parks Maintenance	1,071,781	1,142,944	1,154,636	1,346,458	1,402,251	16.6%	4.1%
TOTAL BY DIVISION	\$ 3,345,782	\$ 3,608,341	\$ 3,807,333	\$ 4,057,736	\$ 4,194,173	6.6%	3.4%

Programs and Services, Continued

PARKS & RECREATION BY DIVISION/BY TYPE	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-2015 % Change	2015-2016 % Change
ADMINISTRATION							
10 Salaries	\$ 287,645	\$ 277,562	\$ 317,644	\$ 238,399	\$ 246,523	-24.95%	3.41%
20 Benefits	90,032	82,973	99,249	75,921	82,070	-23.50%	8.10%
30 Supplies	3,655	6,314	5,917	5,917	5,917	0.00%	0.00%
40 Services	9,824	8,208	13,050	13,050	13,050	0.00%	0.00%
60 Capital	5,371	-	10,000	-	-	-100.00%	0.00%
TOTAL ADMINISTRATION	396,527	375,057	445,860	333,287	347,560	-25.25%	4.28%
RECREATION							
10 Salaries	1,030,188	1,109,918	1,171,702	842,055	857,490	-28.13%	1.83%
20 Benefits	357,795	387,135	395,942	285,928	305,780	-27.79%	6.94%
30 Supplies	82,005	118,198	78,624	71,071	71,071	-9.61%	0.00%
40 Services	212,298	217,410	280,921	163,186	163,186	-41.91%	0.00%
50 Intergovernmental	21	3,059	-	-	-	0.00%	0.00%
TOTAL RECREATION	1,682,308	1,835,721	1,927,189	1,362,240	1,397,527	-29.31%	2.59%
COMMUNITY EVENTS & VOL							
10 Salaries	111,538	126,910	129,128	155,937	159,894	20.76%	2.54%
20 Benefits	21,991	25,842	25,855	57,832	62,729	123.68%	8.47%
30 Supplies	21,890	27,654	22,515	26,215	26,215	16.43%	0.00%
40 Services	39,748	74,213	102,150	82,950	82,950	-18.80%	0.00%
TOTAL COMM EVENTS & VOL	195,167	254,620	279,648	322,934	331,788	15.48%	2.74%
RENTAL							
10 Salaries	-	-	-	396,064	405,243	0.00%	2.32%
20 Benefits	-	-	-	155,915	167,314	0.00%	7.31%
30 Supplies	-	-	-	14,482	14,482	0.00%	0.00%
40 Services	-	-	-	126,356	128,008	0.00%	1.31%
TOTAL RENTAL	-	-	-	692,817	715,047	0.00%	3.21%
PARKS MAINTENANCE							
10 Salaries	499,238	531,584	535,512	601,674	620,940	12.35%	3.20%
20 Benefits	162,714	171,850	185,588	252,940	273,068	36.29%	7.96%
30 Supplies	41,121	37,443	38,468	38,468	38,468	0.00%	0.00%
40 Services	368,709	402,067	390,068	453,376	469,775	16.23%	3.62%
60 Capital	-	-	5,000	-	-	-100.00%	0.00%
TOTAL PARKS MAINTENANCE	1,071,781	1,142,944	1,154,636	1,346,458	1,402,251	16.61%	4.14%
TOTAL PARKS AND RECREATION	\$ 3,345,782	\$ 3,608,341	\$ 3,807,333	\$ 4,057,736	\$ 4,194,173	6.58%	3.36%

Programs and Services, Continued

	2012	2013	2014	2015	2016	2014-2015	2015-2016
08 - DCD BY TYPE	Actual	Actual	Budget	Budget	Budget	% Change	% Change
10 Salaries	\$ 1,926,731	\$ 2,035,289	\$ 2,060,098	\$ 1,927,918	\$ 1,939,366	-6.42%	0.59%
20 Benefits	565,305	622,413	640,946	694,752	744,797	8.39%	7.20%
30 Supplies	22,443	44,487	29,020	29,100	29,100	0.28%	0.00%
40 Professional Services	141,147	355,236	313,615	395,224	388,165	26.02%	-1.79%
50 Intergovernmental	27,506	7,178	15,000	15,000	15,000	0.00%	0.00%
60 Capital	177,938	117,224	50,000	-	-	-100.00%	0.00%
TOTAL BY TYPE	\$ 2,861,070	\$ 3,181,827	\$ 3,108,679	\$ 3,061,994	\$ 3,116,428	-1.50%	1.78%

	2012	2013	2014	2015	2016	2014-2015	2015-2016
08 - DCD	Actual	Actual	Budget	Budget	Budget	% Change	% Change
Administration	\$ 484,763	\$ 417,802	\$ 381,902	\$ 331,549	\$ 340,825	-13.18%	2.80%
Planning	1,144,088	1,286,054	1,231,923	1,148,630	1,138,216	-6.76%	-0.91%
Code Enforcement	190,491	247,677	278,531	363,404	373,397	30.47%	2.75%
Permit Coordination	361,549	478,423	428,821	436,782	450,709	1.86%	3.19%
Building Division	624,817	695,386	730,119	722,878	752,104	-0.99%	4.04%
Rental Housing	55,360	56,486	57,383	58,752	61,176	2.39%	4.13%
TOTAL BY DIVISION	\$ 2,861,070	\$ 3,181,827	\$ 3,108,679	\$ 3,061,994	\$ 3,116,428	-1.50%	1.78%

Programs and Services, Continued

DCD BY DIVISION/BY TYPE	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-2015 % Change	2015-2016 % Change
ADMINISTRATION							
10 Salaries	\$ 216,441	\$ 195,764	\$ 227,866	\$ 224,955	\$ 229,431	-1.3%	2.0%
20 Benefits	65,023	63,816	71,036	80,394	85,194	13.2%	6.0%
30 Supplies	9,629	16,425	11,400	11,400	11,400	0.0%	0.0%
40 Services	15,731	24,571	21,600	14,800	14,800	-31.5%	0.0%
50 Intergovernmental	2	2	-	-	-	0.0%	0.0%
60 Capital	177,938	117,224	50,000	-	-	-100.0%	0.0%
TOTAL ADMINISTRATION	484,763	417,802	381,902	331,549	340,825	-13.2%	2.8%
PLANNING							
10 Salaries	818,692	871,730	850,020	743,236	722,068	-12.6%	-2.8%
20 Benefits	218,713	247,097	230,797	261,788	279,742	13.4%	6.9%
30 Supplies	7,853	18,321	13,200	13,700	13,700	3.8%	0.0%
40 Services	71,326	141,729	122,906	114,906	107,706	-6.5%	-6.3%
50 Intergovernmental	27,505	7,176	15,000	15,000	15,000	0.0%	0.0%
TOTAL PLANNING	1,144,088	1,286,054	1,231,923	1,148,630	1,138,216	-6.8%	-0.9%
CODE ENFORCEMENT							
10 Salaries	144,680	177,136	195,021	190,682	195,260	-2.2%	2.4%
20 Benefits	40,037	62,286	71,261	70,194	75,554	-1.5%	7.6%
30 Supplies	233	432	500	500	500	0.0%	0.0%
40 Services	5,541	7,823	11,749	102,029	102,083	768.4%	0.1%
TOTAL CODE ENFORCEMENT	190,491	247,677	278,531	363,404	373,397	30.5%	2.7%
PERMIT COORDINATION							
10 Salaries	248,526	264,285	262,392	259,968	266,568	-0.9%	2.5%
20 Benefits	86,302	89,818	94,229	96,614	103,941	2.5%	7.6%
30 Supplies	2,777	1,630	3,000	3,000	3,000	0.0%	0.0%
40 Services	23,945	122,691	69,200	77,200	77,200	11.6%	0.0%
TOTAL PERMIT COORDINATION	361,549	478,423	428,821	436,782	450,709	1.9%	3.2%
BUILDING DIVISION							
10 Salaries	457,119	483,867	483,878	465,997	481,764	-3.7%	3.4%
20 Benefits	141,143	145,471	157,161	170,092	183,463	8.2%	7.9%
30 Supplies	1,952	7,625	920	500	500	-45.7%	0.0%
40 Services	24,604	58,423	88,160	86,289	86,376	-2.1%	0.1%
TOTAL BUILDING DIVISION	624,817	695,386	730,119	722,878	752,104	-1.0%	4.0%
RENTAL HOUSING							
10 Salaries	41,273	42,507	40,921	43,080	44,275	5.3%	2.8%
20 Benefits	14,088	13,925	16,462	15,672	16,902	-4.8%	7.8%
30 Supplies	-	55	-	-	-	0.0%	0.0%
TOTAL RENTAL HOUSING	55,360	56,486	57,383	58,752	61,176	2.4%	4.1%
TOTAL DCD	\$ 2,861,070	\$ 3,181,827	\$ 3,108,679	\$ 3,061,994	\$ 3,116,428	-1.5%	1.8%

Programs and Services, Continued

	2012	2013	2014	2015	2016	2014-2015	2015-2016
10 - POLICE	Actual	Actual	Budget	Budget	Budget	% Change	% Change
10 Salaries	\$ 8,170,640	\$ 8,471,763	\$ 8,961,291	\$ 8,901,831	\$ 9,143,929	-0.7%	2.7%
20 Benefits	2,627,836	2,540,043	2,616,475	3,030,467	3,154,652	15.8%	4.1%
30 Supplies	139,372	195,572	167,050	167,200	167,200	0.1%	0.0%
40 Professional Services	1,506,784	1,649,724	1,671,361	2,011,288	1,957,375	20.3%	-2.7%
50 Intergovernmental	1,566,739	1,853,451	2,053,561	2,240,561	2,356,711	9.1%	5.2%
60 Capital	8,321	14,630	117,500	-	-	-100.0%	0.0%
TOTAL BY TYPE	\$ 14,019,692	\$ 14,725,183	\$ 15,587,238	\$ 16,351,347	\$ 16,779,867	4.9%	2.6%

	2012	2013	2014	2015	2016	2014-2015	2015-2016
10 - POLICE	Actual	Actual	Budget	Budget	Budget	% Change	% Change
Administration	\$ 1,496,028	\$ 1,558,435	\$ 1,704,650	\$ 1,693,705	\$ 1,733,764	-0.6%	2.4%
Patrol	7,706,827	6,980,815	7,062,290	7,168,074	7,359,557	1.5%	2.7%
Special Services	987,862	954,512	1,087,498	1,037,813	1,086,526	-4.6%	4.7%
Investigations	1,448,516	1,713,730	1,827,707	1,891,855	1,885,931	3.5%	-0.3%
Tukwila Anti-Crime	665,624	667,051	923,835	868,291	890,852	-6.0%	2.6%
Professional Standards	429,664	1,424,429	1,229,508	1,968,662	2,031,366	60.1%	3.2%
Training	277,667	264,640	273,491	269,452	272,799	-1.5%	1.2%
Traffic	1,007,504	1,161,571	1,478,259	1,453,494	1,519,072	-1.7%	4.5%
TOTAL BY DIVISION	\$ 14,019,692	\$ 14,725,183	\$ 15,587,238	\$ 16,351,347	\$ 16,779,867	4.9%	2.6%

Programs and Services, Continued

POLICE BY DIVISION/BY TYPE	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-2015 % Change	2015-2016 % Change
ADMINISTRATION							
10 Salaries	\$ 817,566	\$ 839,844	\$ 878,553	\$ 877,400	\$ 894,891	-0.1%	2.0%
20 Benefits	221,413	243,982	239,047	255,082	269,222	6.7%	5.5%
30 Supplies	30,811	22,799	21,000	24,000	24,000	14.3%	0.0%
40 Services	399,587	421,473	432,650	521,323	529,751	20.5%	1.6%
50 Intergovernmental	18,330	15,707	15,900	15,900	15,900	0.0%	0.0%
60 Capital	8,321	14,630	117,500	-	-	-100.0%	0.0%
TOTAL ADMINISTRATION	1,496,028	1,558,435	1,704,650	1,693,705	1,733,764	-0.6%	2.4%
PATROL							
10 Salaries	4,383,013	3,980,945	3,950,006	3,639,756	3,744,978	-7.9%	2.9%
20 Benefits	1,532,862	1,214,502	1,126,164	1,348,486	1,363,304	19.7%	1.1%
30 Supplies	46,672	45,037	62,150	60,300	60,300	-3.0%	0.0%
40 Services	765,635	729,953	762,970	811,532	813,825	6.4%	0.3%
50 Intergovernmental	978,645	1,010,377	1,161,000	1,308,000	1,377,150	12.7%	5.3%
TOTAL PATROL	7,706,827	6,980,815	7,062,290	7,168,074	7,359,557	1.5%	2.7%
SPECIAL SERVICES							
10 Salaries	708,625	685,130	763,136	721,880	748,626	-5.4%	3.7%
20 Benefits	227,041	220,917	245,984	269,986	291,953	9.8%	8.1%
30 Supplies	21,130	19,159	19,900	19,900	19,900	0.0%	0.0%
40 Services	31,066	29,307	58,478	26,047	26,047	-55.5%	0.0%
TOTAL SPECIAL SERVICES	987,862	954,512	1,087,498	1,037,813	1,086,526	-4.6%	4.7%
INVESTIGATIONS							
10 Salaries	1,023,209	1,142,893	1,278,057	1,241,162	1,268,645	-2.9%	2.2%
20 Benefits	311,619	356,101	373,860	389,437	413,368	4.2%	6.1%
30 Supplies	4,678	6,831	6,000	7,000	7,000	16.7%	0.0%
40 Services	109,010	207,906	169,790	254,256	196,918	49.7%	-22.6%
TOTAL INVESTIGATIONS	1,448,516	1,713,730	1,827,707	1,891,855	1,885,931	3.5%	-0.3%
TUKWILA ANTI-CRIME							
10 Salaries	456,274	451,969	637,360	555,287	564,143	-12.9%	1.6%
20 Benefits	132,214	126,026	178,276	172,383	182,819	-3.3%	6.1%
30 Supplies	983	-	2,000	2,000	2,000	0.0%	0.0%
40 Services	76,152	89,054	106,199	138,621	141,890	30.5%	2.4%
50 Intergovernmental	-	3	-	-	-	0.0%	0.0%
TOTAL TUKWILA ANTI-CRIME	665,624	667,051	923,835	868,291	890,852	-6.0%	2.6%
PROFESSIONAL STANDARDS							
10 Salaries	314,338	1,040,572	900,660	1,373,562	1,417,142	52.5%	3.2%
20 Benefits	76,983	293,867	295,367	452,652	482,780	53.3%	6.7%
30 Supplies	6,075	22,705	10,300	8,300	8,300	-19.4%	0.0%
40 Services	32,268	67,285	23,181	134,148	123,144	478.7%	-8.2%
TOTAL PROFESSIONAL STANDARDS	429,664	1,424,429	1,229,508	1,968,662	2,031,366	60.1%	3.2%
TRAINING							
10 Salaries	137,048	85,117	111,626	105,323	107,075	-5.6%	1.7%
20 Benefits	34,662	22,806	32,474	28,358	29,953	-12.7%	5.6%
30 Supplies	25,081	76,098	41,100	41,100	41,100	0.0%	0.0%
40 Services	80,876	80,619	88,291	94,671	94,671	7.2%	0.0%
TOTAL TRAINING	277,667	264,640	273,491	269,452	272,799	-1.5%	1.2%
TRAFFIC							
10 Salaries	330,567	245,294	441,893	387,461	398,429	-12.3%	2.8%
20 Benefits	91,041	61,842	125,303	114,082	121,253	-9.0%	6.3%
30 Supplies	3,940	2,944	4,600	4,600	4,600	0.0%	0.0%
40 Services	12,191	24,126	29,802	30,690	31,129	3.0%	1.4%
50 Intergovernmental	569,765	827,364	876,661	916,661	963,661	4.6%	5.1%
TOTAL TRAFFIC	1,007,504	1,161,571	1,478,259	1,453,494	1,519,072	-1.7%	4.5%
TOTAL POLICE	\$ 14,019,692	\$ 14,725,183	\$ 15,587,238	\$ 16,351,347	\$ 16,779,867	4.9%	2.6%

Programs and Services, Continued

	2012	2013	2014	2015	2016	2014-2015	2015-2016
11 - FIRE BY TYPE	Actual	Actual	Budget	Budget	Budget	% Change	% Change
10 Salaries	\$ 7,181,486	\$ 7,422,515	\$ 7,143,575	\$ 7,142,140	\$ 7,284,857	0.0%	2.0%
20 Benefits	1,929,691	1,739,812	1,693,597	2,278,224	2,326,628	34.5%	2.1%
30 Supplies	214,173	312,563	251,545	366,745	229,745	45.8%	-37.4%
40 Professional Services	846,265	1,044,832	1,296,476	1,014,738	1,012,268	-21.7%	-0.2%
50 Intergovernmental	304,778	129,354	137,061	155,000	166,000	13.1%	7.1%
60 Capital	-	59,832	-	-	-	0.0%	0.0%
TOTAL BY TYPE	\$ 10,476,394	\$ 10,708,909	\$ 10,522,254	\$ 10,956,848	\$ 11,019,498	4.1%	0.6%

	2012	2013	2014	2015	2016	2014-2015	2015-2016
11 - FIRE	Actual	Actual	Budget	Budget	Budget	% Change	% Change
Administration	\$ 675,259	\$ 792,718	\$ 780,328	\$ 748,812	\$ 772,210	-4.0%	3.1%
Suppression	7,992,691	8,119,818	7,919,250	8,435,891	8,421,307	6.5%	-0.2%
Prevention	718,600	721,553	715,040	706,934	727,350	-1.1%	2.9%
Training	325,667	364,764	391,111	389,380	397,402	-0.4%	2.1%
Facilities	99,476	111,490	110,860	110,860	110,860	0.0%	0.0%
Special Operations	53,304	72,245	84,179	60,537	61,351	-28.1%	1.3%
Emergency Preparedness	270,433	310,404	332,591	315,108	328,352	-5.3%	4.2%
Ambulance/Rescue/Aid	340,964	215,917	188,895	189,325	200,666	0.2%	6.0%
TOTAL BY DIVISION	\$ 10,476,394	\$ 10,708,909	\$ 10,522,254	\$ 10,956,848	\$ 11,019,498	4.1%	0.6%

Programs and Services, Continued

FIRE BY DIVISION/BY TYPE	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-2015 % Change	2015-2016 % Change
ADMINISTRATION							
10 Salaries	\$ 408,210	\$ 472,589	\$ 434,984	\$ 392,739	\$ 406,858	-9.7%	3.6%
20 Benefits	97,635	100,130	103,902	116,885	125,259	12.5%	7.2%
30 Supplies	12,147	19,535	8,877	8,877	8,877	0.0%	0.0%
40 Services	157,267	181,967	232,565	230,311	231,216	-1.0%	0.4%
60 Capital	-	18,497	-	-	-	0.0%	0.0%
TOTAL ADMINISTRATION	675,259	792,718	780,328	748,812	772,210	-4.0%	3.1%
SUPPRESSION							
10 Salaries	5,839,931	6,004,278	5,726,646	5,758,741	5,863,554	0.6%	1.8%
20 Benefits	1,620,121	1,426,115	1,355,782	1,915,323	1,939,005	41.3%	1.2%
30 Supplies	95,856	152,784	116,100	238,100	101,100	105.1%	-57.5%
40 Services	436,784	536,641	720,722	523,728	517,648	-27.3%	-1.2%
TOTAL SUPPRESSION	7,992,691	8,119,818	7,919,250	8,435,891	8,421,307	6.5%	-0.2%
PREVENTION							
10 Salaries	552,959	513,516	528,828	528,915	540,412	0.0%	2.2%
20 Benefits	116,251	108,209	120,819	136,360	144,320	12.9%	5.8%
30 Supplies	9,831	37,830	11,000	9,000	9,000	-18.2%	0.0%
40 Services	39,558	62,000	54,393	32,660	33,618	-40.0%	2.9%
TOTAL PREVENTION	718,600	721,553	715,040	706,934	727,350	-1.1%	2.9%
TRAINING							
10 Salaries	227,513	237,010	238,110	248,216	252,476	4.2%	1.7%
20 Benefits	53,262	54,979	53,557	52,521	56,051	-1.9%	6.7%
30 Supplies	7,279	1,938	5,500	8,500	8,500	54.5%	0.0%
40 Services	37,613	70,838	93,944	80,143	80,376	-14.7%	0.3%
TOTAL TRAINING	325,667	364,764	391,111	389,380	397,402	-0.4%	2.1%
FACILITIES							
30 Supplies	22,026	31,500	28,500	28,500	28,500	0.0%	0.0%
40 Services	77,450	79,989	82,360	82,360	82,360	0.0%	0.0%
TOTAL FACILITIES	99,476	111,490	110,860	110,860	110,860	0.0%	0.0%
SPECIAL OPERATIONS							
30 Supplies	13,147	10,645	15,000	15,000	15,000	0.0%	0.0%
40 Services	40,157	61,600	69,179	45,537	46,351	-34.2%	1.8%
TOTAL SPECIAL OPERATIONS	53,304	72,245	84,179	60,537	61,351	-28.1%	1.3%
EMERGENCY PREPAREDNESS							
10 Salaries	152,872	195,123	215,007	213,531	221,557	-0.7%	3.8%
20 Benefits	42,422	50,379	59,537	57,136	61,993	-4.0%	8.5%
30 Supplies	23,192	35,737	40,068	32,268	32,268	-19.5%	0.0%
40 Services	51,946	29,164	17,979	12,174	12,533	-32.3%	2.9%
TOTAL EMERGENCY PREPARED	270,433	310,404	332,591	315,108	328,352	-5.3%	4.2%
AMBULANCE/RESCUE/AID							
30 Supplies	30,695	22,595	26,500	26,500	26,500	0.0%	0.0%
40 Services	5,491	22,633	25,334	7,825	8,166	-69.1%	4.4%
60 Capital	-	41,335	-	-	-	0.0%	0.0%
TOTAL AMB/RESCUE/AID	340,964	215,917	188,895	189,325	200,666	0.2%	6.0%
TOTAL FIRE	\$ 10,476,394	\$ 10,708,909	\$ 10,522,254	\$ 10,956,848	\$ 11,019,498	4.1%	0.6%

Programs and Services, Continued

	2012	2013	2014	2015	2016	2014-2015	2015-2016
13 - PUBLIC WORKS BY TYPE	Actual	Actual	Budget	Budget	Budget	% Change	% Change
10 Salaries	\$ 2,518,220	\$ 2,663,884	\$ 2,891,168	\$ 2,856,009	\$ 2,932,732	-1.2%	2.7%
20 Benefits	880,088	945,546	1,074,058	1,100,119	1,184,485	2.4%	7.7%
30 Supplies	397,051	356,874	508,831	437,431	437,431	-14.0%	0.0%
40 Professional Services	2,043,080	2,167,654	2,115,347	2,299,178	2,335,378	8.7%	1.6%
50 Intergovernmental	17	20,070	-	-	-	0.0%	0.0%
60 Capital	39,747	53,074	-	-	-	0.0%	0.0%
TOTAL BY TYPE	\$ 5,878,202	\$ 6,207,103	\$ 6,589,404	\$ 6,692,737	\$ 6,890,026	1.6%	2.9%

	2012	2013	2014	2015	2016	2014-2015	2015-2016
13 - PUBLIC WORKS	Actual	Actual	Budget	Budget	Budget	% Change	% Change
Administration	\$ 533,196	\$ 538,311	\$ 578,904	\$ 578,307	\$ 596,898	-0.1%	3.2%
Maintenance Administration	336,477	342,691	363,695	367,389	380,407	1.0%	3.5%
Engineering	398,531	448,661	636,300	604,820	625,141	-4.9%	3.4%
Development Services	416,961	436,424	445,854	452,389	470,399	1.5%	4.0%
Facility Maintenance	1,481,622	1,628,436	1,654,519	1,623,569	1,654,418	-1.9%	1.9%
Street Maintenance	2,711,415	2,812,580	2,910,132	3,066,263	3,162,762	5.4%	3.1%
TOTAL BY DIVISION	\$ 5,878,202	\$ 6,207,103	\$ 6,589,404	\$ 6,692,737	\$ 6,890,026	1.6%	2.9%

Programs and Services, Continued

PUBLIC WORKS BY DIVISION/BY TYPE	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-2015 % Change	2015-2016 % Change
ADMINISTRATION							
10 Salaries	\$ 401,193	\$ 408,870	\$ 434,220	\$ 429,222	\$ 438,480	-1.2%	2.2%
20 Benefits	108,520	111,663	123,431	128,715	138,048	4.3%	7.3%
30 Supplies	6,032	7,963	7,900	8,000	8,000	1.3%	0.0%
40 Services	17,452	9,814	13,353	12,370	12,370	-7.4%	0.0%
TOTAL ADMINISTRATION	533,196	538,311	578,904	578,307	596,898	-0.1%	3.2%
MAINTENANCE ADMINISTRATION							
10 Salaries	235,293	243,048	249,517	247,188	252,720	-0.9%	2.2%
20 Benefits	85,139	88,731	92,528	98,369	105,664	6.3%	7.4%
30 Supplies	3,714	1,803	5,000	5,000	5,000	0.0%	0.0%
40 Services	12,331	9,108	16,650	16,832	17,023	1.1%	1.1%
TOTAL MAINTENANCE ADMINISTRATION	336,477	342,691	363,695	367,389	380,407	1.0%	3.5%
ENGINEERING							
10 Salaries	240,362	267,757	381,120	406,419	415,944	6.6%	2.3%
20 Benefits	67,483	77,158	133,953	138,913	149,197	3.7%	7.4%
30 Supplies	5,625	38,551	67,500	8,000	8,000	-88.1%	0.0%
40 Services	73,852	65,195	53,727	51,488	52,000	-4.2%	1.0%
60 Capital	11,209	-	-	-	-	0.0%	0.0%
TOTAL ENGINEERING	398,531	448,661	636,300	604,820	625,141	-4.9%	3.4%
DEVELOPMENT SERVICES							
10 Salaries	312,209	325,924	330,370	327,606	336,106	-0.8%	2.6%
20 Benefits	104,752	110,501	115,484	124,783	134,293	8.1%	7.6%
TOTAL DEVELOPMENT SERVICES	416,961	436,424	445,854	452,389	470,399	1.5%	4.0%
FACILITY MAINTENANCE							
10 Salaries	531,993	575,692	597,886	576,295	591,977	-3.6%	2.7%
20 Benefits	209,708	229,212	245,546	249,797	268,616	1.7%	7.5%
30 Supplies	75,409	67,091	82,900	83,900	83,900	1.2%	0.0%
40 Services	664,512	736,419	728,187	713,577	709,925	-2.0%	-0.5%
50 Intergovernmental	-	20,021	-	-	-	0.0%	0.0%
TOTAL FACILITY MAINTENANCE	1,481,622	1,628,436	1,654,519	1,623,569	1,654,418	-1.9%	1.9%
STREET MAINTENANCE							
10 Salaries	797,170	842,593	898,055	869,279	897,505	-3.2%	3.2%
20 Benefits	304,486	328,282	363,116	359,543	388,666	-1.0%	8.1%
30 Supplies	306,273	241,465	345,531	332,531	332,531	-3.8%	0.0%
40 Services	1,274,932	1,347,118	1,303,430	1,504,911	1,544,060	15.5%	2.6%
50 Intergovernmental	17	49	-	-	-	0.0%	0.0%
60 Capital	28,538	53,074	-	-	-	0.0%	0.0%
TOTAL STREET MAINTENANCE	2,711,415	2,812,580	2,910,132	3,066,263	3,162,762	5.4%	3.1%
TOTAL PUBLIC WORKS	\$ 5,878,202	\$ 6,207,103	\$ 6,589,404	\$ 6,692,737	\$ 6,890,026	1.6%	2.9%

Support Services

	2012	2013	2014	2015	2016	2014-2015	2015-2016
HUMAN RESOURCES BY TYPE	Actual	Actual	Budget	Budget	Budget	% Change	% Change
10 Salaries	\$ 359,647	\$ 382,209	\$ 400,814	\$ 408,738	\$ 416,808	2.0%	2.0%
20 Benefits	109,240	118,092	123,572	134,166	144,015	8.6%	7.3%
30 Supplies	5,620	6,414	4,642	7,517	7,517	61.9%	0.0%
40 Professional Services	40,129	95,437	164,788	105,988	105,988	-35.7%	0.0%
TOTAL BY TYPE	\$ 514,637	\$ 602,151	\$ 693,816	\$ 656,409	\$ 674,328	-5.4%	2.7%

	2012	2013	2014	2015	2016	2014-2015	2015-2016
04 -HUMAN RESOURCES	Actual	Actual	Budget	Budget	Budget	% Change	% Change
11 Salaries	\$ 359,647	\$ 380,397	\$ 400,814	\$ 402,738	\$ 410,808	0.5%	2.0%
12 Extra Labor	-	1,812	-	6,000	6,000	0.0%	0.0%
21 FICA	25,847	27,117	27,908	28,351	28,792	1.6%	1.6%
23 PERS	25,763	31,110	36,835	40,215	44,203	9.2%	9.9%
24 Industrial Insurance	1,004	1,079	1,377	1,379	1,517	0.1%	10.0%
25 Medical,Dental,Life,Optical	56,627	58,786	57,452	64,221	69,504	11.8%	8.2%
31 Office & Operating Supplies	5,620	6,414	4,642	7,517	7,517	61.9%	0.0%
41 Professional Services	27,829	81,200	137,625	86,075	86,075	-37.5%	0.0%
42 Communication	6	9	-	-	-	0.0%	0.0%
43 Travel	1,209	1,022	1,500	1,500	1,500	0.0%	0.0%
44 Advertising	5,269	2,170	7,000	2,000	2,000	-71.4%	0.0%
45 Operating Rentals & Leases	400	3,062	3,108	6,108	6,108	96.5%	0.0%
48 Repairs & Maintenance	200	2,532	5,105	5,105	5,105	0.0%	0.0%
49 Miscellaneous	5,217	5,441	10,450	5,200	5,200	-50.2%	0.0%
TOTAL HUMAN RESOURCES	\$ 514,637	\$ 602,151	\$ 693,816	\$ 656,409	\$ 674,328	-5.4%	2.7%

Support Services, Continued

FINANCE BY TYPE	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-2015 % Change	2015-2016 % Change
10 Salaries	\$ 905,015	\$ 979,474	\$ 1,065,103	\$ 1,068,238	\$ 1,099,242	0.3%	2.9%
20 Benefits	332,656	369,712	374,266	393,214	422,994	5.1%	7.6%
30 Supplies	12,581	11,347	19,296	19,296	19,296	0.0%	0.0%
40 Services	833,301	894,450	835,468	996,468	1,013,468	19.3%	1.7%
50 Intergovernmental	2	12	-	-	-	0.0%	0.0%
TOTAL BY TYPE	\$ 2,083,555	\$ 2,254,995	\$ 2,294,133	\$ 2,477,216	\$ 2,555,000	8.0%	3.1%

05 -FINANCE	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-2015 % Change	2015-2016 % Change
11 Salaries	\$ 891,375	\$ 977,124	\$ 1,025,103	\$ 1,028,238	\$ 1,059,242	0.3%	3.0%
12 Extra Labor	-	-	30,000	30,000	30,000	0.0%	0.0%
13 Overtime	13,640	2,350	10,000	10,000	10,000	0.0%	0.0%
21 FICA	67,944	73,258	76,127	75,956	78,053	-0.2%	2.8%
23 PERS	64,995	80,378	94,207	102,696	113,975	9.0%	11.0%
24 Industrial Insurance	2,833	3,131	4,131	4,138	4,549	0.2%	10.0%
25 Medical,Dental,Life,Optical	181,939	182,945	199,801	197,425	213,417	-1.2%	8.1%
26 Unemployment Compensation	14,945	30,000	-	13,000	13,000	0.0%	0.0%
31 Office & Operating Supplies	12,581	11,347	19,296	19,296	19,296	0.0%	0.0%
41 Professional Services	135,010	79,743	175,000	110,000	110,000	-37.1%	0.0%
42 Communication	5,587	144	1,000	1,000	1,000	0.0%	0.0%
43 Travel	2,139	2,378	5,000	5,000	5,000	0.0%	0.0%
45 Operating Rentals & Leases	-	1,275	2,700	2,700	2,700	0.0%	0.0%
46 Insurance	229,213	218,402	252,000	338,000	355,000	34.1%	5.0%
48 Repairs & Maintenance	352	55,260	2,500	62,500	62,500	2400.0%	0.0%
49 Miscellaneous	461,001	537,248	397,268	477,268	477,268	20.1%	0.0%
53 Ext Taxes & Operating Assmnts	2	12	-	-	-	0.0%	0.0%
TOTAL FINANCE	\$ 2,083,555	\$ 2,254,995	\$ 2,294,133	\$ 2,477,216	\$ 2,555,000	8.0%	3.1%

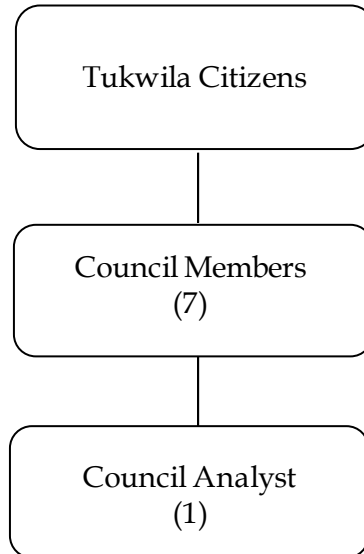
NON-DEPARTMENTAL EXPENSES	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-2015 % Change	2015-2016 % Change
Transfers-Out	\$ 5,618,587	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
Transfer Out-Fund 103	-	230,000	100,000	-	200,000	-100.0%	0.0%
Transfer Out-Fund 104	-	1,650,000	1,270,400	1,700,000	3,151,000	33.8%	85.4%
Transfer Out-Fund 105	-	4,225,000	2,200,000	-	-	-100.0%	0.0%
Transfer Out-Fund 107	-	83,919	-	-	-	0.0%	0.0%
Transfer Out-Fund 109	-	-	75,000	-	-	-100.0%	0.0%
Proposed Debt	-	-	400,000	537,000	878,333	34.3%	63.6%
Transfer Out-Fund 209	-	345,142	(0)	(0)	(0)	0.0%	0.0%
Transfer Out-Fund 210	-	491,052	488,250	-	-	-100.0%	0.0%
Transfer Out-Fund 211	-	737,802	812,000	811,300	811,100	-0.1%	0.0%
Transfer Out-Fund 212	-	432,200	432,000	-	427,960	-100.0%	0.0%
Transfer Out-Fund 214	-	447,190	518,400	523,791	523,593	1.0%	0.0%
Transfer Out-Fund 216	-	204,940	230,000	228,800	-	-0.5%	-100.0%
Transfer Out-Fund 217	-	168,788	548,000	545,825	548,675	-0.4%	0.5%
Transfers Out-Fund 218	-	113,130	-	113,130	113,130	0.0%	0.0%
Transfers-Out Fund 301	-	-	212,000	-	-	-100.0%	0.0%
Transfer Out-Fund 303	-	-	500,000	200,000	200,000	-60.0%	0.0%
Transfer Out-Fund 411	-	400,000	600,000	300,000	300,000	-50.0%	0.0%
Operating Loan Transfer To Mpd	658,706	250,000	-	-	-	0.0%	0.0%
Intergvtl-Go Bond Mpd Pool	-	1,000,000	-	-	-	0.0%	0.0%
NON-DEPARTMENTAL EXPENSES	\$ 6,277,293	\$ 10,779,163	\$ 8,386,050	\$ 4,959,846	\$ 7,153,791	-40.9%	44.2%

Support Services, Continued

INFORMATION TECHNOLOGY BY TYPE	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-2015 % Change	2015-2016 % Change
10 Salaries	\$ 589,534	\$ 632,000	\$ 649,959	\$ 523,166	\$ 537,172	-19.5%	2.7%
20 Benefits	218,257	221,254	241,616	212,390	228,171	-12.1%	7.4%
30 Supplies	107,353	120,153	127,766	138,266	138,266	8.2%	0.0%
40 Services	171,011	271,949	311,216	277,925	278,145	-10.7%	0.1%
60 Capital	19,984	-	32,000	10,000	10,000	-68.8%	0.0%
TOTAL BY TYPE	\$ 1,106,138	\$ 1,245,356	\$ 1,362,557	\$ 1,161,747	\$ 1,191,754	-14.7%	2.6%

12 -INFORMATION TECHNOLOGY	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-2015 % Change	2015-2016 % Change
11 Salaries	\$ 588,735	\$ 577,798	\$ 647,459	\$ 520,666	\$ 534,672	-19.6%	2.7%
12 Extra Labor	-	52,000	2,500	2,500	2,500	0.0%	0.0%
13 Overtime	799	2,201	-	-	-	0.0%	0.0%
21 FICA	43,605	46,713	46,842	37,836	38,729	-19.2%	2.4%
23 PERS	42,368	48,276	59,523	51,997	57,531	-12.6%	10.6%
24 Industrial Insurance	1,918	2,094	2,753	2,069	2,275	-24.9%	10.0%
25 Medical,Dental,Life,Optical	130,366	124,172	132,498	120,489	129,636	-9.1%	7.6%
31 Office & Operating Supplies	3,280	3,472	5,766	6,266	6,266	8.7%	0.0%
35 Small Tools & Minor Equipment	104,073	116,681	122,000	132,000	132,000	8.2%	0.0%
41 Professional Services	1,451	4,445	1,000	1,000	1,000	0.0%	0.0%
42 Communication	128,850	106,723	128,700	107,700	107,700	-16.3%	0.0%
43 Travel	1,352	414	1,500	1,500	1,500	0.0%	0.0%
45 Operating Rentals & Leases	935	6,901	6,016	6,225	6,445	3.5%	3.5%
48 Repairs & Maintenance	12,900	17,719	56,500	56,500	56,500	0.0%	0.0%
49 Miscellaneous	25,523	135,747	117,500	105,000	105,000	-10.6%	0.0%
64 Machinery & Equipment	19,984	-	32,000	10,000	10,000	-68.8%	0.0%
INFORMATION TECHNOLOGY	\$ 1,106,138	\$ 1,245,356	\$ 1,362,557	\$ 1,161,747	\$ 1,191,754	-14.7%	2.6%

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, represents residents and businesses, and sets overall policy direction. 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 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.*

2015-2016 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.
- ◆ Small group joint meetings with the City of SeaTac are held on a regular basis.
- ◆ Council policies are developed and revised, and the Councilmember Handbook is revised and updated in accordance with current practices.

Budget Changes by Expenditure Type

<i>City Council</i>							
	01 Salaries	02 Benefits	03 Supplies	04 Services	05 Intergov't	06 Capital	Total
2014 Budget	\$ 176,324	\$ 92,367	\$ 3,870	\$ 63,400	\$ -	\$ -	\$ 335,961
Base Services	6,487	(13,441)	500	9,500	-	-	3,046
Revenue Backed	-	-	-	-	-	-	-
Initiatives	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
2015 Budget	\$ 182,811	\$ 78,926	\$ 4,370	\$ 72,900	\$ -	\$ -	\$ 339,007
Base Services	5,101	5,957	-	-	-	-	11,058
Revenue Backed	-	-	-	-	-	-	-
Initiatives	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
2016 Budget	\$ 187,912	\$ 84,884	\$ 4,370	\$ 72,900	\$ -	\$ -	\$ 350,066

Budget Changes Percentages

<i>City Council</i>							
	01 Salaries	02 Benefits	03 Supplies	04 Services	05 Intergov't	06 Capital	Total
2015 Changes							
Base Services	3.7%	-14.6%	12.9%	15.0%	0.0%	0.0%	0.9%
Revenue Backed	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Initiatives	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Transfers	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
2016 Changes							
Base Services	2.8%	7.5%	0.0%	0.0%	0.0%	0.0%	3.3%
Revenue Backed	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Initiatives	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Transfers	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

Budget Changes Discussion:

Base Services. Budget changes for the City Council include COLA increases for salaries, healthcare cost changes, and increases for registration and travel costs.

Expenditure Summary

<i>City Council</i>							
Expenditures By Type	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % Chg	2015-16 % Chg
10 Salaries & Wages	\$ 180,650	\$ 172,664	\$ 176,324	\$ 182,811	\$ 187,912	3.68%	2.79%
20 Personnel Benefits	43,700	62,164	92,367	78,926	84,884	-14.55%	7.55%
30 Supplies	2,527	2,210	3,870	4,370	4,370	12.92%	0.00%
40 Services	24,320	42,664	63,400	72,900	72,900	14.98%	0.00%
Department Total	\$ 251,197	\$ 279,702	\$ 335,961	\$ 339,007	\$ 350,066	0.91%	3.26%

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	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Councilmembers	7	7	\$ 97,800	\$ 45,374	7	\$ 97,800	\$ 48,216
Council Analyst	1	1	85,011	33,553	1	90,112	36,668
Department Total	8	8	\$ 182,811	\$ 78,926	8	\$ 187,912	\$ 84,884

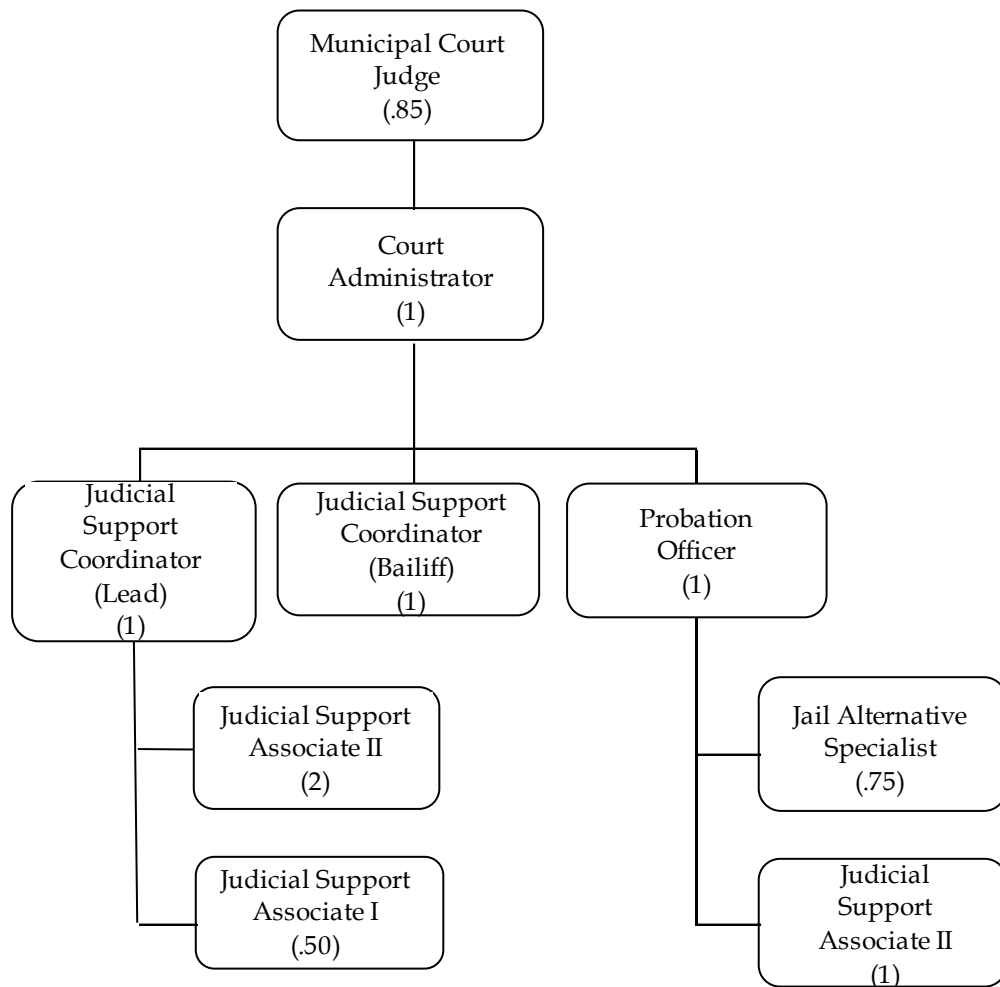
Expenditure Detail – Supplies, Services and Other

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

<i>City Council</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.01.511.600.31.00	<i>Supplies</i> - Office	\$ 2,527	\$ 2,210	\$ 3,870	\$ 3,370	\$ 3,370
000.01.511.600.31.43	<i>Supplies</i> - Meeting meals	-	-	-	500	500
000.01.511.600.31.44	<i>Supplies</i> - Training materials	-	-	-	500	500
000.01.511.600.31.90	<i>Supplies</i> - Central Supplies	-	-	-	-	-
Total Supplies		2,527	2,210	3,870	4,370	4,370
Services						
000.01.511.600.41.00	<i>Prof Svcs</i> - Professional facilitator fees	92	11,230	16,500	16,500	16,500
000.01.511.600.42.00	<i>Communication</i> - Technology costs	4,701	5,005	6,000	6,000	6,000
000.01.511.600.43.00	<i>Travel</i> - Travel expenses for trng, mtgs, retreat: NLC, AWC, SCA, Chamber	15,593	16,209	30,000	40,000	40,000
000.01.511.600.49.44	<i>Misc</i> - Training registration	-	-	-	8,000	8,000
000.01.511.600.49.00	<i>Misc</i> - Memberships	3,934	10,219	10,900	2,400	2,400
Total Services		24,320	42,664	63,400	72,900	72,900



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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.

2013-2014 Accomplishments

- ♦ Worked with the Executive Branch in preparation for compliance with Supreme Court Indigent Defense Standards for Criminal Offender Cases; Continue to improve and expand Probation Services Provide Probation and Jail Alternative Services to SeaTac Municipal Court; Expand Jail Alternative Program. *Strategic Goals 2, 4, and 5.*
- ♦ Expanded use of technology for the improvement of court services: Receiving credit/debit card payments at the front counter; Electronic display of court calendar in the lobby. *Strategic Goal 4.*
- ♦ Continue to focus on Court's Succession Plan to include participation in State and Local training opportunities. *Strategic Goal 4.*
- ♦ Continue to explore use of specialized calendars (Diversion, Interpreter, Re-licensing, etc.), to reduce court costs and improve services. *Strategic Goal 4.*
- ♦ Expand participation in county-wide trial court coordination efforts. *Strategic Goals 2 & 4.*

2015-2016 Outcome Goals

- ♦ Participate and support state court efforts to develop a statewide case management system. *Strategic Goal 4.*
- ♦ Collaborate 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 Municipal Courts of King County in updating the joint Language Assistance Plan and Payment Policy. *Strategic Goal 4.*
- ♦ Participate in Citywide effort towards creating a High Performing Organization. *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.*
- ♦ Coordinate efforts between SCORE and the municipal courts to: Improve communication; Trial court preparation. *Strategic Goal 5.*
- ♦ Continue to improve and expand Probation Services: Provide Probation and Jail Alternative; Services to SeaTac Municipal 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 explore opportunities to reduce court expenditures and improve services.
- ◆ 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.*

2015-2016 Indicators of Success

- ◆ Improved efficiencies, access, service and response time for court customers and stakeholders.
- ◆ Uniformed processes and forms which assists in creating consistency with neighboring courts, which resulting in increased compliance with court orders.
- ◆ More frequent communication and collaboration between court, public defender, prosecutor and police.
- ◆ Improved court participation in citywide community outreach efforts.

Performance Measures

	2010 Actual	2011 Actual	2012 Estimated	2013 Projection	2014 Projection
Charges filed	5,661	5,100	5,253	5,250	10,500
Criminal hearings held	10,527	10,400	11,500	11,500	23,000
Traffic hearings held	2,832	2,900	3,000	3,500	6,000
City revenues collected	365,346	335,000	366,901	365,000	360,000

Budget Changes by Expenditure Type

<i>Court</i>							
	01 Salaries	02 Benefits	03 Supplies	04 Services	05 Intergov't	06 Capital	Total
2014 Budget	\$ 703,990	\$ 238,406	\$ 11,708	\$ 142,443	\$ -	\$ -	\$ 1,096,547
Base Services	(7,258)	26,066	5,000	7,550	5	-	31,363
Revenue Backed	-	-	-	-	-	-	-
Initiatives	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
2015 Budget	\$ 696,732	\$ 264,472	\$ 16,708	\$ 149,993	\$ 5	\$ -	\$ 1,127,910
Base Services	16,464	19,305	-	-	-	-	35,769
Revenue Backed	-	-	-	-	-	-	-
Initiatives	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
2016 Budget	\$ 713,196	\$ 283,777	\$ 16,708	\$ 149,993	\$ 5	\$ -	\$ 1,163,679

Budget Change Percentages

<i>Court</i>							
	01 Salaries	02 Benefits	03 Supplies	04 Services	05 Intergov't	06 Capital	Total
2015 Changes							
Base Services	-1.0%	10.9%	42.7%	5.3%	0.0%	0.0%	2.9%
Revenue Backed	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Initiatives	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Transfers	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
2016 Changes							
Base Services	2.4%	7.3%	0.0%	0.0%	0.0%	0.0%	3.2%
Revenue Backed	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Initiatives	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Transfers	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

Budget Change Discussion:

Base Services. Budget changes include adjustments in salaries to match actuals and to meet contractual obligations, healthcare cost changes and increases in other employee benefits, increase in

supplies for AV Capture All, increase in services for cost of security and increase in home monitoring equipment.

Expenditure Summary

<i>Court</i>								
Expenditures By Type	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % Chg	2015-16 % Chg	
10 Salaries & Wages	\$ 655,315	\$ 675,338	\$ 703,990	\$ 696,732	\$ 713,196	-1.03%	2.36%	
20 Personnel Benefits	208,008	238,148	238,406	264,472	283,777	10.93%	7.30%	
30 Supplies	13,816	45,354	11,708	16,708	16,708	42.71%	0.00%	
40 Services	141,192	128,455	142,443	149,993	149,993	5.30%	0.00%	
50 Intergovt. Svcs & Taxes	1	1	-	5	5	0.00%	0.00%	
60 Capital Outlays	-	5,721	-	-	-	0.00%	0.00%	
Department Total	\$ 1,018,332	\$ 1,093,017	\$ 1,096,547	\$ 1,127,910	\$ 1,163,679	2.86%	3.17%	

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	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Municipal Court Judge	0.47	0.64	\$ 92,142	\$ 24,270	0.64	\$ 92,142	\$ 25,653
Court Administrator	0.75	0.75	79,830	27,702	0.75	81,594	29,783
Admin Support Coordinator	1	1	65,784	22,442	1	67,392	24,124
Bailiff Court	1	1	64,728	25,958	1	66,312	27,923
Admin Support Technician	2	2	108,684	53,517	2	114,048	58,118
Admin Support Assistant	0.50	0.50	26,400	5,041	0.50	27,048	5,397
Extra Labor			2,000	-		2,000	-
Overtime			4,016	-		4,016	-
Total	5.72	5.89	\$443,584	\$158,930	5.89	\$454,552	\$170,998

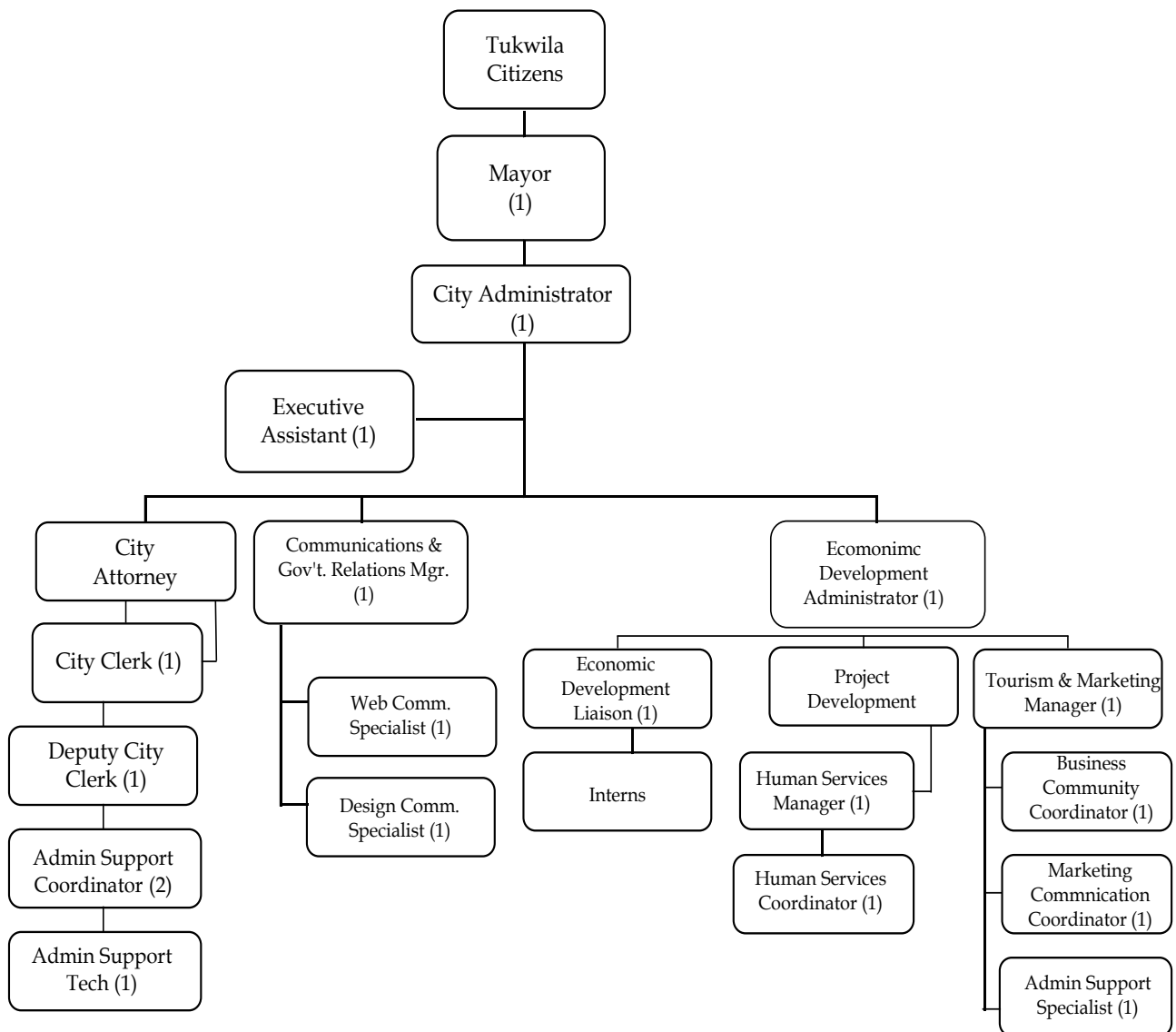
<i>Court - Probation</i>							
Position Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Municipal Court Judge	0.28	0.21	\$ 30,714	\$ 8,090	0.21	\$ 30,714	\$ 8,551
Court Administrator	0.25	0.25	26,610	9,234	0.25	27,198	9,928
Probation Officer	1	1	90,444	37,299	1	92,832	39,410
Admin Support Technician	1	1	56,424	30,124	1	57,816	32,484
Admin Support Specialist	0.50	0.50	45,456	20,796	0.50	46,584	22,406
Extra Labor			2,500	-		2,500	-
Overtime			1,000	-		1,000	-
Dept. Total-Probation	3.03	2.96	\$253,148	\$105,542	2.96	\$258,644	\$112,780
Total	8.75	8.85	\$696,732	\$264,472	8.85	\$713,196	\$283,777

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.

<i>Court</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies - Administration						
000.09.512.500.31.00	<i>Supplies</i> - Office	\$ 6,790	\$ 8,773	\$ 8,078	\$ 13,078	\$ 13,078
000.09.512.500.31.90	<i>Supplies</i> - Central Supplies	2,171	-	-	-	-
000.09.512.500.35.00	<i>Supplies</i> - Small Tools & Minor Equipment	1,201	26,158	-	-	-
Supplies - Probation						
000.09.523.300.31.00	<i>Supplies</i> -Office and Operating	2,971	10,423	3,630	3,630	3,630
000.09.523.300.31.90	<i>Supplies</i> - Central	682	-	-	-	-
Total Supplies		13,816	45,354	11,708	16,708	16,708
Services - Administration						
000.09.512.500.41.01	<i>Prof Svcs</i> - Pro Tem Judges	7,380	11,100	10,000	12,000	12,000
000.09.512.500.41.03	<i>Prof Svcs</i> - Interpreters	63,806	40,722	52,000	52,000	52,000
000.09.512.500.42.00	<i>Communication</i> - Postage, delivery service, shipping, and KC I-Net Charges	5,280	4,986	5,300	5,300	5,300
000.09.512.500.43.00	<i>Travel</i> - Meals, parking, training-St Court Conf, Regional Trng, Team Trng/Retreat	3,137	5,511	3,500	3,500	3,500
000.09.512.500.45.00	<i>Rental</i> - Operating rentals and leases	939	1,067	3,058	1,558	1,558
000.09.512.500.48.00	<i>R&M</i> - Annual maintenance costs of JIS System printer, in-court Fax, Misc. equip.	318	3,576	1,000	3,000	3,000
000.09.512.500.49.00	<i>Misc</i> - Annual memberships, DMCJA, DMCMA, NACM, New employee/ Bailiff trng, regional trng, Registration - annual training through DMCMA, DMCJA, Line Staff Conf.	7,920	6,659	8,320	8,320	8,320
000.09.512.500.49.01	<i>Misc</i> - Printing	3,262	5,248	5,000	6,000	6,000
000.09.512.500.49.04	<i>Misc</i> - Witness & Juror fees	3,477	1,491	3,800	2,000	2,000
000.09.512.500.49.08	<i>Misc</i> - credit card fees	1,500	1,160	-	1,500	1,500
Services - Probation						
000.09.523.300.41.00	<i>Prof Svcs</i> - NW Recovery Centers	2,328	5,177	800	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
000.09.523.300.41.03	<i>Prof Svcs</i> - Interpreters for probation appts, Public Defender screening, Jail Alt. Prog.	-	-	1,000	1,000	1,000
000.09.523.300.41.04	<i>Prof Svcs</i> - Court Security	38,820	38,927	40,500	40,500	40,500
000.09.523.300.42.00	<i>Communication</i> - Postage, fax, and on-line usage	1,344	1,306	2,000	2,000	2,000
000.09.523.300.43.00	<i>Travel</i> - Meals, parking, training for Probation Dept.	1,031	911	2,715	2,715	2,715
000.09.523.300.48.00	<i>R&M</i> - Annual maintenance costs for equipment in Probation Office	-	-	300	300	300
000.09.523.300.49.00	<i>Misc</i> - Registration for conferences and regional training	-	-	250	250	250

<i>Court, Con't</i>						
000.09.523.300.49.01	Misc - Annual memberships	205	315	400	550	550
000.09.523.300.49.02	Misc - Training	444	300	1,500	1,500	1,500
Total Services		141,192	128,455	142,443	149,993	149,993
Intergovernmental						
000.09.512.500.53.00	Taxes & Assmnts - Excise tax	1	1	-	5	5
Total Intergovernmental		1	1	-	5	5
Other						
000.09.594.120.64.00	Capital - Machinery and Equipment	-	5,721	-	-	-
Total Other		-	5,721	-	-	-
Total Supplies, Services and Other		\$ 155,009	\$ 179,531	\$ 154,151	\$ 166,706	\$ 166,706

Mayor's Office

DEPARTMENT: Mayor's Office (03)**FUND:** General**RESPONSIBLE MANAGER:** Jim Haggerton**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.

2013-2014 Accomplishments

- ◆ Implemented the City's Strategic Plan including priority based budgeting and work plans, values identification, High Performing Organization (HPO), Cultural Awareness and process improvement through *Lean*. **Strategic Goal 4.**
- ◆ Facilitated continued improvements on Tukwila International Boulevard, including acquisition of several properties as a part of the City's urban renewal efforts on the Boulevard, transferring site control of the Tukwila Village site to the developer, and vacating 41st Avenue South. **Strategic Goal 1.**
- ◆ Improved community outreach and collaboration through the successful development of the Community Connector program and partnership with the school district to provide after school programs in Tukwila elementary schools. **Strategic Goal 2.**
- ◆ Created better alignment, more effective reporting relationships and improved procedures through management reorganization, including new Communications Division and expanded Economic Development Division, implementation of new policies such as records retention and city contracts, and improved online information at the City's Digital Records Center. **Strategic Goal 4.**
- ◆ Continued strong focus on economic development, with the approval of a tourism promotion area, a development agreement for Washington Place, moving forward with Tukwila Valley South Agreements including relocation of the high pressure gas line, opening of South 184th, and the deed and financing for a new fire station. **Strategic Goal 3.**

2015-2016 Outcome Goals

- ◆ Broaden implementation of the City's Strategic Plan by expanding community outreach efforts city-wide, and promoting *Lean* training, cultural competency, process improvements and performance measures across all departments. **Strategic Goal 4/Priority 4 & 5.**
- ◆ Continue emphasis on economic development including implementing a comprehensive economic development plan and the ongoing projects including the motel sites, Tukwila Village and removal of the Union Pacific railroad track. **Strategic Goal 1/Priorities 1 & 5.**
- ◆ Improve internal and external communications with all of Tukwila's stakeholders through the implementation of a new communications plan. **Strategic Goal 1/Priority 6.**
- ◆ Improve knowledge of public meetings and public records for City officials, while streamlining handling of public records request processes City-wide. **Strategic Goal 4/Priority 5.**

- ◆ Expand the Digital Records Center to include permit records, thereby eliminating the high-volume of formal public records request for permit documents. *Strategic Goal 4, Priority 5.*

2015-2016 Indicators of Success

- ◆ Continued implementation of Strategic Plan goals including increased partnerships between the City, businesses, nonprofits and other organizations, as well as enhanced leadership by liaisons and staff ensuring that City policies and practices reflect Tukwila's diverse community.
- ◆ Procurement of the land sale at Tukwila Village for the library parcel and completion of phase 1 and 2, executed purchase and sale agreement with a developer for the motel properties and signed agreements with Union Pacific and BNSF regarding track relocation.
- ◆ 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 public records request process City-wide, resulting in a reduction of time spent and staff needed to fulfill requests.

Budget Changes by Expenditure Type

<i>Mayor's Office</i>							
	01 Salaries	02 Benefits	03 Supplies	04 Services	05 Intergov't	06 Capital	Total
2014 Budget	\$ 1,205,263	\$ 393,532	\$ 51,059	\$ 2,043,253	\$ 27,500	\$ -	\$ 3,720,607
Base Services	(2,759)	23,222	2,993	73,413	9,500	-	106,369
Revenue Backed	-	-	-	5,000	-	-	5,000
Initiatives	-	-	-	505,000	-	-	505,000
Transfers	226,632	77,428	17,000	28,000	-	-	349,060
2015 Budget	\$ 1,429,136	\$ 494,182	\$ 71,052	\$ 2,654,666	\$ 37,000	\$ -	\$ 4,686,036
Base Services	42,463	38,416	-	7,374	-	-	88,253
Revenue Backed	-	-	-	-	-	-	-
Initiatives	-	-	-	(100,000)	-	-	(100,000)
Transfers	-	-	-	-	-	-	-
2016 Budget	\$ 1,471,599	\$ 532,598	\$ 71,052	\$ 2,562,040	\$ 37,000	\$ -	\$ 4,674,289

Budget Change Percentages

<i>Mayor's Office</i>							
	01 Salaries	02 Benefits	03 Supplies	04 Services	05 Intergov't	06 Capital	Total
2015 Changes							
Base Services	-0.2%	5.9%	5.9%	3.6%	34.5%	0.0%	2.9%
Revenue Backed	0.0%	0.0%	0.0%	0.2%	0.0%	0.0%	0.1%
Initiatives	0.0%	0.0%	0.0%	24.7%	0.0%	0.0%	13.6%
Transfers	18.8%	19.7%	33.3%	1.4%	0.0%	0.0%	9.4%
2016 Changes							
Base Services	3.0%	7.8%	0.0%	0.3%	0.0%	0.0%	1.9%
Revenue Backed	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Initiatives	0.0%	0.0%	0.0%	-3.8%	0.0%	0.0%	-2.1%
Transfers	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

Budget Change Discussion:

Base Services. Budget changes include step increases and COLA increases for salaries, healthcare cost changes and increases in other employee benefits, increase in supplies for meeting meals, increase in services to bring budget in line with actual costs and increases in intergovernmental to bring budget in line with actual costs.

Initiatives. Increase in public defender costs due to state legislation that limits public defender caseloads. Increase for effective communications and increase for city branding. Additionally, costs were added for an economic development proposal.

Transfers. Budget for 1 position previously in Community Development department transferred to Economic Development division and transfer of costs for 2 FTEs previously in the Information Technology department to the Communications division that was created in 2014.

Expenditure Summary

<i>Mayor's Office</i>							
Expenditures By Program	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % Chg	2015-16 % Chg
Mayor's Office	\$ 1,180,315	\$ 1,315,165	\$ 1,444,308	\$ 1,361,486	\$ 1,387,026	-5.73%	1.88%
Human Services	678,812	793,570	838,053	845,478	854,012	0.89%	1.01%
Civil Service	12,180	-	-	-	-	0.00%	0.00%
Sister Cities Committee	2,423	1,406	6,475	6,475	6,475	0.00%	0.00%
Planning Commission	339	45	3,750	3,750	3,750	0.00%	0.00%
Equity & Diversity Committee	2,557	2,506	3,257	3,200	3,200	-1.75%	0.00%
Arts Commission	15,752	16,455	26,000	26,000	26,000	0.00%	0.00%
Parks Commission	1,739	4,934	3,688	3,688	3,688	0.00%	0.00%
Library Advisory Board	3,922	2,089	5,000	5,000	5,000	0.00%	0.00%
City Clerk	560,543	567,965	679,808	675,823	694,914	-0.59%	2.82%
Economic Development	27,574	31,458	48,408	529,224	486,456	993.26%	-8.08%
Communications	-	-	-	447,493	425,350	0.00%	-4.95%
Attorney	595,140	678,993	661,860	778,418	778,418	17.61%	0.00%
Department Total	\$ 3,081,297	\$ 3,414,586	\$ 3,720,607	\$ 4,686,036	\$ 4,674,289	25.95%	-0.25%

<i>Mayor's Office</i>							
Expenditures By Type	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % Chg	2015-16 % Chg
10 Salaries & Wages	\$ 939,850	\$ 1,096,936	\$ 1,205,263	\$ 1,429,136	\$ 1,471,599	18.57%	2.97%
20 Personnel Benefits	279,814	341,091	393,532	494,182	532,598	25.58%	7.77%
30 Supplies	31,919	39,287	51,059	71,052	71,052	39.16%	0.00%
40 Services	1,782,860	1,886,837	2,043,253	2,654,666	2,562,040	29.92%	-3.49%
50 Intergovt. Svcs & Taxes	24,655	50,436	27,500	37,000	37,000	34.55%	0.00%
60 Capital Outlays	22,200	-	-	-	-	0.00%	0.00%
Department Total	\$ 3,081,297	\$ 3,414,586	\$ 3,720,607	\$ 4,686,036	\$ 4,674,289	25.95%	-0.25%

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</i>							
Position Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Mayor	1	1	\$ 101,328	\$ 32,722	1	\$ 103,368	\$ 35,123
City Administrator	1	1	163,560	47,235	1	166,966	50,693
Economic Development Admin	1	1	137,376	31,022	1	140,112	33,122
Executive Assistant	1	1	70,004	33,084	1	73,884	36,065
Project Development Manager	1	1	88,526	30,290	1	93,867	33,202
Economic Dev. Liaison		1	96,552	27,050	1	98,928	28,817
Government Relations Mgr	1	0	-	-	0	-	-
Comm Program Manager		1	102,229	39,050	1	108,923	42,838
Admin Support Coordinator - Comm		2	130,080	51,134	2	133,536	55,053
Program Manager	1	1	103,824	28,244	1	106,626	30,150
Admin Support Coordinator	1	1	65,040	29,439	1	66,624	31,681
City Clerk	1	1	98,232	32,049	1	100,152	34,396
Deputy City Clerk	1	1	75,408	20,634	1	76,896	22,130
Admin Support Technician	1	1	56,424	30,697	1	57,996	33,091
Admin Support Coordinator	1.75	2	129,480	61,531	2	132,648	66,237
Extra Labor			10,500	-		10,500	-
Overtime			573	-		573	-
Department Total	12.75	16	\$ 1,429,136	\$ 494,182	16	\$ 1,471,599	\$ 532,598

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.

<i>Mayor's Office</i>						
Object Code	Account Name, Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
31.xx	Supplies	\$ 31,919	\$ 38,297	\$ 46,124	\$ 60,617	\$ 60,617
35.xx	Small tools	-	990	4,935	10,435	10,435
Total Supplies		31,919	39,287	51,059	71,052	71,052
Services						
41.xx	Professional services	1,503,158	1,501,542	1,596,230	2,050,288	1,990,288
42.xx	Communication	73,610	58,590	74,600	154,600	114,600
43.xx	Travel	10,645	14,959	19,800	33,800	36,300
44.xx	Advertising	5,148	8,127	14,750	19,750	19,750
45.xx	Operating leases	15,547	8,657	19,900	19,300	19,300
45.94	Equipment rental replacement	2,108	2,645	2,645	2,888	2,888
45.95	Equipment rental O&M	10,980	7,149	8,703	10,465	10,989
48.xx	Repair and maintenance	10,482	10,184	19,150	21,150	21,150
49.xx	Miscellaneous	151,183	274,983	287,475	342,425	346,775
Total Services		1,782,860	1,886,837	2,043,253	2,654,666	2,562,040
Other						
51.xx	Intergovernmental	24,655	50,435	27,500	37,000	37,000
64.xx	Capital	22,200	-	-	-	-
Total Supplies, Services, Other		\$ 1,861,634	\$ 1,976,559	\$ 2,121,812	\$ 2,762,718	\$ 2,670,092

DEPARTMENT: Mayor's Office (03)
FUND: General
RESPONSIBLE MANAGER: Jim Haggerton

DIVISION: Administration
FUND NUMBER: 000
POSITION: Mayor

Description

The Administration division of the Mayor's Office consists of the Mayor, City Administrator, and an Executive Assistant. Administration provides overall management direction to the City organization and is responsible for implementing policy direction, overseeing and managing City operations and evaluating City programs. Administration prepares and recommends a biennial budget, executes all City contracts, coordinates with inter-governmental relations, provides guidance and support to City departments, and facilitates the achievement of the City's Strategic Plan goals and priorities.

The Mayor serves as the Chief Executive Officer and is elected to a four-year term. The Mayor appoints the City Administrator, with confirmation by the City Council. The City Administrator oversees all City operations, implements policy direction established by the Mayor and City Council, manages the daily operations of the City, and establishes work plans for departments. Through the leadership team, the City Administrator coordinates operations, develops programs, evaluates performance, and manages activities to assure City services are effectively and efficiently provided.

Expenditure Summary

<i>Mayor's Office - Administration</i>							
Expenditures	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
10 Salaries & Wages	\$ 457,181	\$ 592,233	\$ 665,586	\$ 339,892	\$ 349,218	-48.93%	2.74%
20 Personnel Benefits	123,843	175,465	199,574	113,041	121,881	-43.36%	7.82%
30 Supplies	11,748	14,953	11,550	17,200	17,200	48.92%	0.00%
40 Services	540,688	482,079	540,098	854,353	861,727	58.18%	0.86%
50 Intergovt. Services & Taxes	24,655	50,436	27,500	37,000	37,000	34.55%	0.00%
60 Capital Outlays	22,200	-	-	-	-	0.00%	0.00%
Expenditure Total	\$ 1,180,315	\$ 1,315,165	\$ 1,444,308	\$ 1,361,486	\$ 1,387,026	-5.73%	1.88%

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	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Mayor	1	1	\$ 101,328	\$ 32,722	1	\$ 103,368	\$ 35,123
City Administrator	1	1	163,560	47,235	1	166,966	50,693
Executive Assistant	1	1	70,004	33,084	1	73,884	36,065
Government Relations Mgr	1	0	-	-	0	-	-
Extra Labor			5,000	-		5,000	-
Department Total	4	3	\$ 339,892	\$ 113,041	3	\$ 349,218	\$ 121,881

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.

<i>Mayor's Office - Administration</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.03.513.100.31.00	<i>Supplies - Office</i>	\$ 10,864	\$ 14,953	\$ 11,550	\$ 12,200	\$ 12,200
000.03.513.100.31.43	<i>Supplies - Meeting Meals</i>	-	-	-	5,000	5,000
000.03.513.100.31.90	<i>Supplies - Central Supplies</i>	884	-	-	-	-
Total Supplies		11,748	14,953	11,550	17,200	17,200
Services						
000.03.512.500.41.00	<i>Prof Svcs - Public Defender Costs</i>	199,618	212,725	202,000	477,000	477,000
000.03.513.100.41.01	<i>Prof Svcs - POEL</i>	2,500	16,598	32,500	32,500	32,500
000.03.513.100.41.02	<i>Prof Svcs - City of Opportunity scholarship, Strategic Plan, Washington DC consultants</i>	210,252	123,795	185,000	185,000	185,000
000.03.513.100.42.00	<i>Communication - Telecom chgs</i>	-	46	-	-	-
000.03.513.100.43.00	<i>Travel - Travel for NLC, AWC conferences, SWKC Chamber events, etc.</i>	8,183	10,406	6,000	14,000	16,500
000.03.513.100.45.00	<i>Rental - Operating Rentals and leases</i>	1,821	3,977	2,200	2,600	2,600
000.03.513.100.45.94	<i>Rental - Equipment Replacement Fund</i>	2,108	2,645	2,645	2,888	2,888
000.03.513.100.45.95	<i>Rental - Equipment Rental O&M</i>	10,980	7,149	8,703	10,465	10,989
000.03.513.100.48.00	<i>R&M - Repairs for 1 copier and 2 printers</i>	-	-	3,250	3,250	3,250
000.03.513.100.49.00	<i>Misc - Community recognition</i>	1,683	8,662	4,250	4,500	4,500
000.03.513.100.49.01	<i>Misc - Memberships in various national, state, and local organizations and subscriptions</i>	50,094	50,515	50,050	56,500	60,000
000.03.513.100.49.03	<i>Misc - Employee appreciation</i>	9,321	7,848	5,000	11,000	11,000
000.03.513.100.49.05	<i>Misc - Registrations: AWC and NLC meetings, other meetings and training</i>	595	2,484	2,500	3,650	4,500
000.03.513.100.49.51	<i>Misc - Carpool subsidies</i>	8,325	4,425	6,000	6,000	6,000
000.03.513.100.49.53	<i>Misc - Hearing Examiner fees for appeals</i>	2,306	311	-	-	-
000.03.513.100.49.56	<i>Misc - Green initiatives</i>	32,903	30,493	30,000	45,000	45,000
Total Services		540,688	482,079	540,098	854,353	861,727
Intergovernmental						
000.03.513.100.53.00	<i>Taxes & Assmnts - Excise tax</i>	0	1	-	-	-
000.03.511.700.51.00	<i>Intergovnmntl Prof Svcs - Election costs</i>	703	24,564	9,500	9,500	9,500
000.03.511.800.51.00	<i>Intergovnmntl Prof Svcs - King County voter registration costs</i>	18,986	22,436	13,000	22,500	22,500
000.03.562.000.51.00	<i>Intergovnmntl Prof Svcs - Liquor profits excise tax</i>	4,965	3,435	5,000	5,000	5,000
Total Intergovernmental		24,655	50,436	27,500	37,000	37,000
Other						
000.03.594.300.64.00	<i>Capital - Machinery & Equipment</i>	22,200	-	-	-	-
Total Other		22,200	-	-	-	-
Total Supplies, Services and Other		\$ 599,291	\$ 547,468	\$ 579,148	\$ 908,553	\$ 915,927

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

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

Description

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

Expenditure Summary

<i>Mayor's Office - Human Services</i>							
Expenditures	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
10 Salaries & Wages	\$ 162,911	\$ 167,959	\$ 171,569	\$ 169,937	\$ 174,323	-0.95%	2.58%
20 Personnel Benefits	48,747	52,248	53,626	57,683	61,831	7.57%	7.19%
30 Supplies	1,249	1,847	1,688	1,688	1,688	0.00%	0.00%
40 Services	465,906	571,515	611,170	616,170	616,170	0.82%	0.00%
Expenditure Total	\$ 678,812	\$ 793,570	\$ 838,053	\$ 845,478	\$ 854,012	0.89%	1.01%

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	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Program Manager	1	1	\$ 103,824	\$ 28,244	1	\$ 106,626	\$ 30,150
Admin Support Coordinator	1	1	65,040	29,439	1	66,624	31,681
Extra Labor			500	-		500	-
Overtime			573	-		573	-
Department Total	2	2	\$ 169,937	\$ 57,683	2	\$ 174,323	\$ 61,831

Expenditure Detail - Supplies, Services and Other

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

<i>Mayor's Office - Human Services</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.03.557.201.31.00	<i>Supplies - Office & Operating</i>	\$ 1,134	\$ 1,847	\$ 1,688	\$ 1,688	\$ 1,688
000.03.557.201.31.90	<i>Supplies - Small Tools & Minor Equipment</i>	115	-	-	-	-
Total Supplies		1,249	1,847	1,688	1,688	1,688
Services						
000.03.557.201.41.00	<i>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.</i>	463,907	445,999	483,470	483,470	483,470
000.03.557.201.42.00	<i>Communication - Telecom</i>	-	237	-	-	-
000.03.557.201.43.00	<i>Travel - Parking for various meetings - regional and sub-regional</i>	195	148	500	500	500
000.03.557.201.49.00	<i>Misc - Associations, registrations, professional development, translation, childcare</i>	1,746	54,933	1,700	1,700	1,700
000.03.557.201.49.01	<i>Misc - Human Services Commission mtgs, food, program registrations, materials</i>	58	-	500	500	500
000.03.557.202.49.01	<i>Misc - CDBG grant costs</i>	-	70,198	125,000	130,000	130,000
Total Services		465,906	571,515	611,170	616,170	616,170
Total Supplies, Services and Other		\$ 467,155	\$ 573,362	\$ 612,858	\$ 617,858	\$ 617,858

DEPARTMENT: Mayor (03)**FUND:** General**RESPONSIBLE MANAGER:** David Cline**DIVISION:** Sister Cities Committee**FUND NUMBER:** 000**POSITION:** City Administrator**Description**

The Sister City Committee was created in 1984. Since that time, many friendships have developed. Delegations from Ikawa and Miyoshi have visited Tukwila, and representatives from the City have had the opportunity to visit our sister cities in Japan. Funds have been used in two ways; to cover major expenses involved in hosting delegations on their visits to Tukwila; and to pay for gifts and miscellaneous expenses associated with the preparation of a group of Tukwila citizens (adults and students) to journey to our Sister City.

In 2012, our relationship status with Miyoshi was put on emeritus status, due to staffing changes and a desire to re-evaluate the goals and objectives of the Committee.

The Tukwila community has changed dramatically in the last 20 years, and is made up of many different ethnic communities, linguistic communities, and communities of interest. These communities are what make Tukwila unique, dynamic and positioned to be a model for other cities. As the City's relationship with these communities grows, we need to build bridges – connecting, sharing and recognizing groups for the good of each and the betterment of all.

Expenditure Summary

<i>Mayor's Office - Sister City Committee</i>							
Expenditures	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
30 Supplies	\$ 1,957	\$ 1,406	\$ 425	\$ 425	\$ 425	0.00%	0.00%
40 Services	466	-	6,050	6,050	6,050	0.00%	0.00%
Expenditure Total	\$ 2,423	\$ 1,406	\$ 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's Office - Sister City Committee</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.03.513.204.31.00	<i>Supplies - Office & Operating</i>	\$ 1,957	\$ 1,406	\$ 425	\$ 425	\$ 425
Total Supplies		1,957	1,406	425	425	425
Services						
000.03.513.204.41.00	<i>Prof Svcs - Translation services, tour planning agency fees</i>	-	-	500	500	500
000.03.513.204.43.00	<i>Travel - Combined Sister Cities mtgs w/The Dalles, assigned staff travel to Miyoshi</i>	-	-	5,050	5,050	5,050
000.03.513.204.49.00	<i>Misc - Registrations, prof. Trng, development of brochures, post-visit memoir books</i>	466	-	500	500	500
Total Services		466	-	6,050	6,050	6,050
Total Supplies, Services and Other		\$ 2,423	\$ 1,406	\$ 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's Office - Planning Commission</i>							
Expenditures	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
30 Supplies	\$ 54	\$ -	\$ 2,250	\$ 2,250	\$ 2,250	0.00%	0.00%
40 Services	286	45	1,500	1,500	1,500	0.00%	0.00%
Expenditure Total	\$ 339	\$ 45	\$ 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's Office - Planning Commission</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.03.558.600.31.00	Supplies - Office & Operating	\$ 54	\$ -	\$ 2,250	\$ 2,250	\$ 2,250
Total Supplies		54	-	2,250	2,250	2,250
Services						
000.03.558.600.43.00	Travel - Meals, mileage, parking for State APA conference, training, meetings	111	-	500	500	500
000.03.558.600.49.00	Misc - APA memberships for 7 commissioners, plus misc expenses	175	45	1,000	1,000	1,000
Total Services		\$ 286	\$ 45	\$ 1,500	\$ 1,500	\$ 1,500
Total Supplies, Services and Other		\$ 339	\$ 45	\$ 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, in partnership with the Tukwila School District, will identify and implement strategies to involve more families and children of color and other diverse populations in school and community activities. These strategies include:

- ◆ Promote education and understanding that accepts, appreciates, and celebrates diversity, and strives to eliminate prejudice and discrimination in the Tukwila community.
- ◆ Provide information, communication, and forums for better understanding and acceptance of ethnic and cultural differences.
- ◆ 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's Office - Equity and Diversity Commission</i>							
Expenditures	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
30 Supplies	\$ -	\$ 111	\$ 1,357	\$ 1,200	\$ 1,200	-11.57%	0.00%
40 Services	2,557	2,395	1,900	2,000	2,000	5.26%	0.00%
Expenditure Total	\$ 2,557	\$ 2,506	\$ 3,257	\$ 3,200	\$ 3,200	-1.75%	0.00%

Expenditure Detail – Supplies, Services and Other

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

<i>Mayor's Office - Equity & Diversity Commission</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.03.513.203.31.00	Supplies - Office & Operating	\$ -	\$ 111	\$ 1,357	\$ 1,200	\$ 1,200
Total Supplies		-	111	1,357	1,200	1,200
Services						
000.03.513.203.49.00	Misc - Equity & Diversity Commission program costs including grants	2,557	2,395	1,900	2,000	2,000
Total Services		2,557	2,395	1,900	2,000	2,000
Total Supplies, Services and Other		\$ 2,557	\$ 2,506	\$ 3,257	\$ 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's Office - Arts Commission</i>							
Expenditures	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
30 Supplies	\$ 438	\$ 5,066	\$ 9,035	\$ 9,035	\$ 9,035	0.00%	0.00%
40 Services	15,315	11,390	16,965	16,965	16,965	0.00%	0.00%
Expenditure Total	\$ 15,752	\$ 16,455	\$ 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's Office - Arts Commission</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.03.573.900.31.00	Supplies - Office & Operating	\$ 438	\$ 470	\$ 1,000	\$ 1,000	\$ 1,000
000.03.573.900.31.01	Supplies - Banner	-	3,605	3,100	3,100	3,100
000.03.573.900.35.00	Small Tools - Instruments	-	990	4,935	4,935	4,935
Total Supplies		438	5,066	9,035	9,035	9,035
Services						
000.03.573.900.41.01	Prof Svcs - Rainier Symphony	7,000	7,000	7,000	7,000	7,000
000.03.573.900.41.03	Prof Svcs - Cultural Education Grant support for All Nations Cup performances	1,874	900	5,000	5,000	5,000
000.03.573.900.44.00	Advertising - Tukwila Days, All Nations Cup, Recycled Art Show & Rotating Art Exhibit	329	64	450	450	450
000.03.573.900.45.00	Rental - Equipment rentals for art shows (Tukwila Days and Recycled Art Show)	-	-	500	500	500
000.03.573.900.48.00	R&M - Care of artwork	2,205	962	2,500	2,500	2,500
000.03.573.900.49.00	Misc - Memberships, training and workshops	3,907	2,464	1,515	1,515	1,515
Total Services		15,315	11,390	16,965	16,965	16,965
Total Supplies, Services and Other		\$ 15,752	\$ 16,455	\$ 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's Office - Parks Commission</i>							
Expenditures	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
30 Supplies	\$ 727	\$ 2,954	\$ 1,688	\$ 1,688	\$ 1,688	0.00%	0.00%
40 Services	1,012	1,980	2,000	2,000	2,000	0.00%	0.00%
Expenditure Total	\$ 1,739	\$ 4,934	\$ 3,688	\$ 3,688	\$ 3,688	0.00%	0.00%

Expenditure Detail - Supplies and Services

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

<i>Mayor's Office - Parks Commission</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.03.576.800.31.00	Supplies - Office & Operating	\$ 727	\$ 2,954	\$ 1,688	\$ 1,688	\$ 1,688
Total Supplies		727	2,954	1,688	1,688	1,688
Services						
000.03.576.800.49.00	Misc - Memberships, training and workshops	1,012	1,980	2,000	2,000	2,000
Total Services		1,012	1,980	2,000	2,000	2,000
Total Supplies, Services and Other		\$ 1,739	\$ 4,934	\$ 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's Office - Library Advisory Board</i>							
Expenditures	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
30 Supplies	\$ 3,922	\$ 1,889	\$ 5,000	\$ 5,000	\$ 5,000	0.00%	0.00%
40 Services	-	200	-	-	-	0.00%	0.00%
Expenditure Total	\$ 3,922	\$ 2,089	\$ 5,000	\$ 5,000	\$ 5,000	0.00%	0.00%

Expenditure Detail - Supplies, Services and Other

Supplies includes miscellaneous office supplies.

<i>Mayor's Office - Library Advisory Board</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.03.572.210.31.00	Supplies - Office & Operating	\$ 3,922	\$ 1,889	\$ 5,000	\$ 5,000	\$ 5,000
Total Supplies		3,922	1,889	5,000	5,000	5,000
Services						
000.03.572.210.41.00	Travel - Parking, mileage	-	200	-	-	-
Total Services		-	200	-	-	-
Total Supplies, Services and Other		\$ 3,922	\$ 2,089	\$ 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's Office - City Clerk</i>							
Expenditures	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
10 Salaries & Wages	\$ 319,758	\$ 334,842	\$ 363,108	\$ 359,544	\$ 367,692	-0.98%	2.27%
20 Personnel Benefits	107,220	113,083	140,332	144,911	155,854	3.26%	7.55%
30 Supplies	5,773	5,878	10,308	10,308	10,308	0.00%	0.00%
40 Services	127,793	114,162	166,060	161,060	161,060	-3.01%	0.00%
Expenditure Total	\$ 560,543	\$ 567,965	\$ 679,808	\$ 675,823	\$ 694,914	-0.59%	2.82%

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	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
City Clerk	1	1	\$ 98,232	\$ 32,049	1	\$ 100,152	\$ 34,396
Deputy City Clerk	1	1	75,408	20,634	1	76,896	22,130
Admin Support Technician	1	1	56,424	30,697	1	57,996	33,091
Admin Support Coordinator	1.75	2	129,480	61,531	2	132,648	66,237
Department Total	4.75	5	\$ 359,544	\$ 144,911	5	\$ 367,692	\$ 155,854

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.

<i>Mayor's Office - City Clerk</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.03.514.300.31.00	<i>Supplies - Office & Operating all stations</i>	\$ 3,577	\$ 5,878	\$ 10,308	\$ 10,308	\$ 10,308
000.03.514.300.31.90	<i>Supplies - Central</i>	2,196	-	-	-	-
Total Supplies		5,773	5,878	10,308	10,308	10,308
Services						
000.03.514.300.41.00	<i>Prof Svcs - Landscapes indoor plant care, Minute composition</i>	1,977	4,982	6,000	6,000	6,000
000.03.514.300.42.00	<i>Communication - Security Alarm for Records Ctr</i>	540	748	600	600	600
000.03.514.300.42.02	<i>Postage - City-wide postage</i>	73,070	57,559	72,000	72,000	72,000
000.03.514.300.43.00	<i>Travel - Travel to WMCA, IIMC, ARMA conf. , CMC & MMC and laser fiche trngs</i>	1,973	3,316	5,500	5,500	5,500
000.03.514.300.44.00	<i>Advertising - City-wide advertising - public hearings, call for bids, RFP/RFQs, auctions</i>	4,819	8,063	12,300	12,300	12,300
000.03.514.300.45.00	<i>Rental - Postage meter lease - software/hardware upgrades</i>	13,726	4,680	15,100	10,100	10,100
000.03.514.300.48.00	<i>R&M - Copiers, laser fiche, agenda management program</i>	8,277	9,222	12,000	12,000	12,000
000.03.514.300.49.00	<i>Misc - Memberships/Training - WMCA, IIMC, ARMA, King County Clerks</i>	2,848	4,917	6,200	6,200	6,200
000.03.514.300.49.01	<i>Printing - Business cards</i>	104	-	100	100	100
000.03.514.300.49.02	<i>Microfilming, Imaging - City-wide microfilming, records purging, digitization of microfilmed docs</i>	15,694	15,953	31,529	31,529	31,529
000.03.514.300.49.04	<i>Recorded Documents - City-wide recording of documents</i>	4,300	4,300	4,300	4,300	4,300
000.03.514.300.49.08	<i>Credit Card Fees - PPI credit card fees</i>	465	422	431	431	431
Total Services		127,793	114,162	166,060	161,060	161,060
Total Supplies, Services and Other		\$ 133,565	\$ 120,040	\$ 176,368	\$ 171,368	\$ 171,368

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 and attraction 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, and tourism. The Division also provides coordination and leadership for organizational development, strategic planning, and special projects.

Expenditure Summary

<i>Mayor's Office - Economic Development</i>							
Expenditures	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
10 Salaries & Wages	\$ -	\$ -	\$ 5,000	\$ 327,454	\$ 337,907	6449.08%	3.19%
20 Personnel Benefits	-	-	-	88,362	95,141	0.00%	7.67%
30 Supplies	661	106	4,658	4,658	4,658	0.00%	0.00%
40 Services	26,913	31,352	38,750	108,750	48,750	180.65%	-55.17%
Expenditure Total	\$ 27,574	\$ 31,458	\$ 48,408	\$ 529,224	\$ 486,456	993.26%	-8.08%

Expenditure Detail - Salaries, Benefits and Other

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	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Economic Development Admin	1	1	137,376	31,022	1	140,112	33,122
Project Development Manager	1	1	88,526	30,290	1	93,867	33,202
Economic Deve. Liaison		1	96,552	27,050	1	98,928	28,817
Extra Labor			5,000	-		5,000	-
Overtime			-	-		-	-
Department Total	2	3	\$ 327,454	\$ 88,362	3	\$ 337,907	\$ 95,141

Expenditure Detail - Supplies, Services and Other

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

<i>Mayor's Office - Economic Development</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.03.552.100.31.00	<i>Supplies</i> -Office and Operating	\$ 661	\$ 106	\$ 4,658	\$ 4,658	\$ 4,658
Total Supplies		661	106	4,658	4,658	4,658
Services						
000.03.552.100.41.00	<i>Prof Svcs</i> - Economic Development Plan Initiative, SKCEDI: Small Business Development Center, SKCEDI: Seattle Southside Business Attraction, Southcenter Marketing Partnership, Chamber of Commerce, economic development plan, Misc Prof Svcs	16,750	18,000	22,500	82,500	22,500
000.03.552.100.43.00	<i>Travel</i> - Meals, mileage, and training	183	1,089	2,250	6,250	6,250
000.03.552.100.44.00	<i>Advertising</i> - Marketing info and materials	-	-	2,000	2,000	2,000
000.03.552.100.49.00	<i>Misc</i> - Enterprise Seattle, website improvements, NW Properties website, Tuk Int'l Blvd	9,980	12,263	12,000	18,000	18,000
Total Services		26,913	31,352	38,750	108,750	48,750
Total Supplies, Services and Other		\$ 27,574	\$ 31,458	\$ 43,408	\$ 113,408	\$ 53,408

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 communications methods and encourages two-way communications and feedback, with the goal of encouraging a true conversation within our community.

Expenditure Summary

<i>Mayor's Office - Communication</i>							
Expenditures	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
10 Salaries & Wages	\$ -	\$ -	\$ -	\$ 232,309	\$ 242,459	0.00%	4.37%
20 Personnel Benefits	-	-	-	90,184	97,891	0.00%	8.55%
30 Supplies	-	-	-	14,500	14,500	0.00%	0.00%
40 Services	-	-	-	110,500	70,500	0.00%	-36.20%
Expenditure Total	\$ -	\$ -	\$ -	\$ 447,493	\$ 425,350	0.00%	-4.95%

Expenditure Detail - Salaries, Benefits and Other

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	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Comm Program Manager		1	\$ 102,229	\$ 39,050	1	\$ 108,923	\$ 42,838
Admin Support Coordinator - Comm		2	130,080	51,134	2	133,536	55,053
Extra Labor			-	-		-	-
Overtime			-	-		-	-
Department Total	0	3	\$ 232,309	\$ 90,184	3	\$ 242,459	\$ 97,891

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.

<i>Mayor's Office - Communication</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.03.518.110.31.00	<i>Supplies - Office & Operating</i>	\$ -	\$ -	\$ -	\$ 9,000	\$ 9,000
000.03.518.110.31.01	<i>Supplies - Banner</i>	-	-	-	-	-
000.03.518.110.35.00	<i>Small Tools & Minor Equipment - Video equipment, etc</i>	-	-	-	5,500	5,500
Total Supplies		-	-	-	14,500	14,500
Services						
000.03.518.110.41.00	<i>Prof Svcs - Website assistance</i>	-	-	-	2,500	2,500
000.03.518.110.42.00	<i>Communication - Postage, translation, banners, etc</i>	-	-	-	80,000	40,000
000.03.518.110.43.00	<i>Travel - Mileage, parking, other travel for events</i>	-	-	-	2,000	2,000
000.03.518.110.44.00	<i>Advertising - Tukwila Reporter</i>	-	-	-	5,000	5,000
000.03.518.110.45.00	<i>Rental - Video equipment</i>	-	-	-	4,000	4,000
000.03.518.110.48.00	<i>R&M - Misc equipment as needed</i>	-	-	-	2,000	2,000
000.03.518.110.49.00	<i>Misc - Memberships, training and workshops</i>	-	-	-	5,000	5,000
000.03.518.110.49.01	<i>Misc - Memberships, dues and subscriptions</i>	-	-	-	1,500	1,500
000.03.518.110.49.03	<i>Misc - Printing and Binding</i>	-	-	-	6,500	6,500
000.03.518.110.49.05	<i>Misc - Registrations</i>	-	-	-	2,000	2,000
Total Services		-	-	-	110,500	70,500
Total Supplies, Services and Other		\$ -	\$ -	\$ -	\$ 125,000	\$ 85,000

DEPARTMENT: Mayor (03)**FUND:** General**RESPONSIBLE MANAGER:** Rachel Turpin**DIVISION:** Legal Services**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, support the public records request process, and provide oversight to the Clerk's Office.

Expenditure Summary

<i>Mayor's Office - City Attorney (Contracted)</i>							
Expenditures	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
10 Salaries & Wages	\$ -	\$ 1,902	\$ -	\$ -	\$ -	0.00%	0.00%
20 Personnel Benefits	2	295	-	-	-	0.00%	0.00%
30 Supplies	4,510	5,077	3,100	3,100	3,100	0.00%	0.00%
40 Services	590,628	671,719	658,760	775,318	775,318	17.69%	0.00%
Expenditure Total	\$ 595,140	\$ 678,993	\$ 661,860	\$ 778,418	\$ 778,418	17.61%	0.00%

Expenditure Detail - Supplies, Services and Other

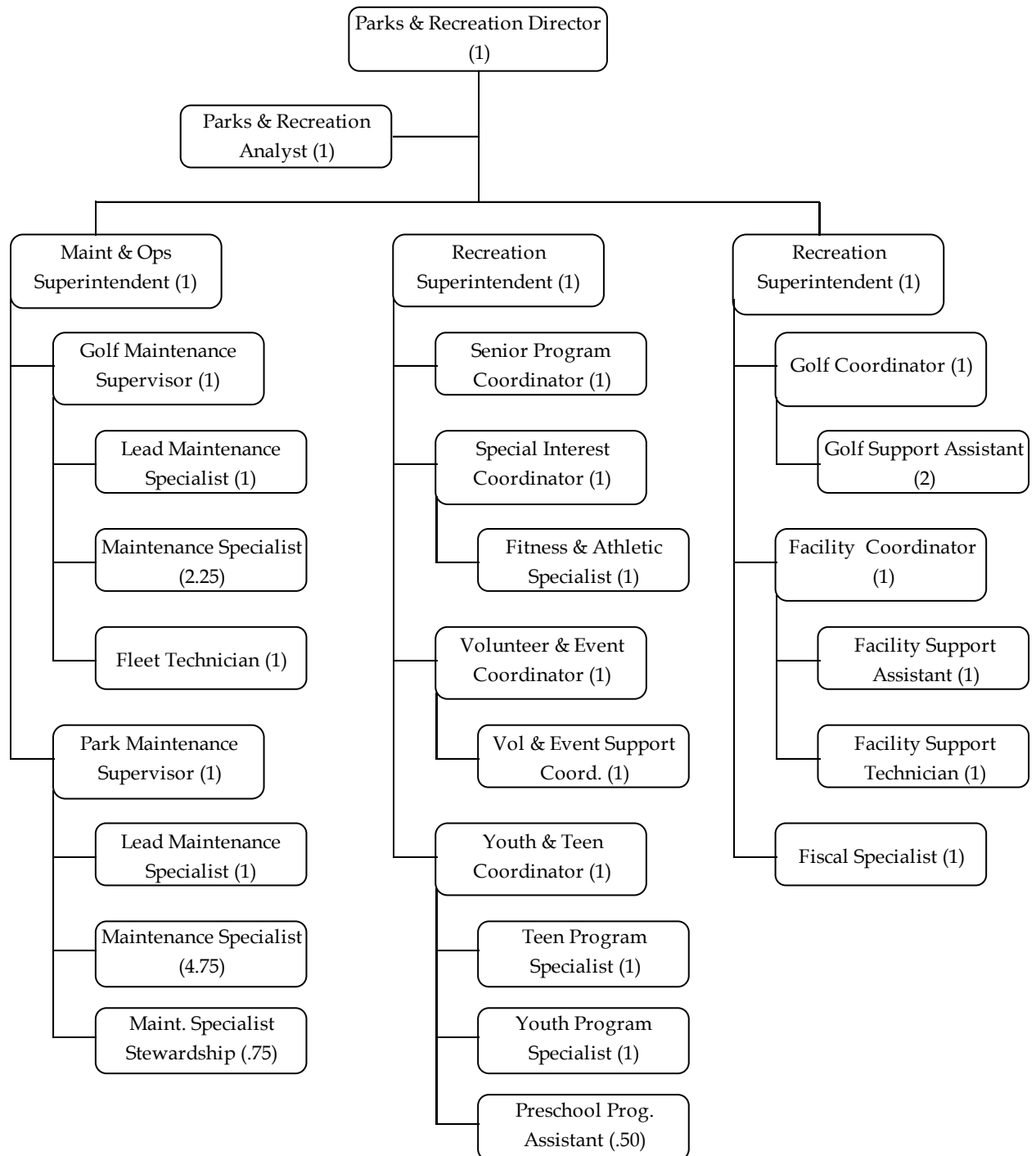
Supplies budget has been eliminated in the current biennial budget. Services include instructor fees, travel, equipment replacement and O&M charges, membership, and registrations, among others.

<i>Mayor's Office - City Attorney</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.06.515.200.31.00	<i>Supplies - Office</i>	\$ 3,799	\$ 5,077	\$ 3,100	\$ 3,100	\$ 3,100
000.06.515.200.31.90	<i>Supplies - Central Supplies</i>	711	-	-	-	-
Total Supplies		4,510	5,077	3,100	3,100	3,100
Services						
000.06.515.200.41.00	<i>Prof Svcs - Public Records Request initiative, courier and other services</i>	8,518	15,906	2,000	92,000	92,000
000.06.515.200.41.01	<i>Prof Svcs - Contracted attorney services</i>	305,017	320,005	340,200	350,406	350,406
000.06.515.200.41.02	<i>Prof Svcs - Prosecution services</i>	-	119,605	105,060	121,412	121,412
000.06.515.200.41.03	<i>Prof Svcs - Special matters</i>	275,023	215,829	205,000	205,000	205,000
000.06.515.200.42.00	<i>Communication</i>	-	-	2,000	2,000	2,000
000.06.515.200.45.00	<i>Rental - Water cooler rental</i>	-	-	2,100	2,100	2,100
000.06.515.200.48.00	<i>R&M - Copier maintenance and repairs</i>	-	-	1,400	1,400	1,400
000.06.515.200.49.00	<i>Misc - Printing of specialized forms and other misc. expenses</i>	2,070	375	1,000	1,000	1,000
Total Services		590,628	671,719	658,760	775,318	775,318
Total Supplies, Services and Other		\$ 595,138	\$ 676,796	\$ 661,860	\$ 778,418	\$ 778,418



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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.

2013-2014 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.*

2015-2016 Outcome Goals

- ◆ Expand recreation program opportunities in Tukwila neighborhoods. *Strategic Goals 2 and 5. PROS Plan Goals 1, 2, & 3.*
- ◆ Establish Resource Management Plans and Standards for Park Maintenance. *Strategic Goals 4 and 5. PROS Plan Goals 4 & 5.*
- ◆ Develop Phase 2 of 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 I-CANN (Community Activity and Nutrition Network) policies and initiatives. *Strategic Goals 2 and 5. PROS Plan Goals 3 & 5.*

2015-2016 Indicators of Success

- ◆ Recreation programs offered at various locations throughout the City.
- ◆ Consistent maintenance and streamlined services performed at each park.
- ◆ Expanded cultural and learning opportunities at the Duwamish Hill Preserve.
- ◆ Business participation in programs and events.
- ◆ Citizens' improved awareness regarding being active and eating well.

Budget Changes by Expenditure Type

<i>Parks & Recreation</i>							
	01 Salaries	02 Benefits	03 Supplies	04 Services	05 Intergov't	06 Capital	Total
2014 Budget	\$ 2,153,986	\$ 706,634	\$ 145,524	\$ 786,189	\$ -	\$ 15,000	\$ 3,807,333
Base Services	80,143	121,902	10,629	52,729	-	(15,000)	250,403
Revenue Backed	-	-	-	-	-	-	-
Initiatives	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
2015 Budget	\$ 2,234,129	\$ 828,536	\$ 156,153	\$ 838,918	\$ -	\$ -	\$ 4,057,736
Base Services	55,961	62,425	-	18,051	-	-	136,437
Revenue Backed	-	-	-	-	-	-	-
Initiatives	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
2016 Budget	\$ 2,290,090	\$ 890,961	\$ 156,153	\$ 856,969	\$ -	\$ -	\$ 4,194,173

Budget Change Percentages

<i>Parks & Recreation</i>							
	01 Salaries	02 Benefits	03 Supplies	04 Services	05 Intergov't	06 Capital	Total
2015 Changes							
Base Services	3.7%	17.3%	7.3%	6.7%	0.0%	-100.0%	6.6%
Revenue Backed	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Initiatives	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Transfers	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
2016 Changes							
Base Services	2.5%	7.5%	0.0%	2.2%	0.0%	0.0%	3.4%
Revenue Backed	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Initiatives	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Transfers	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

Budget Change Discussion:

Base Services. Budget changes include step increases and COLA increases for salaries, reclassifications of certain positions, and increase in overtime needed for various programs, healthcare and other employee benefit cost changes, increase in supplies for programs, increase in utilities to bring budget in line with actual costs as well as addition of budget for repair & replacement of equipment and reduction in capital because purchase was completed in 2014.

Expenditure Summary

<i>Parks & Recreation</i>							
Expenditures By Program	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % Chg	2015-16 % Chg
Administration	\$ 396,527	\$ 375,057	\$ 445,860	\$ 333,287	\$ 347,560	-25.25%	4.28%
Recreation	1,682,308	1,835,721	1,927,189	1,362,240	1,397,527	-29.31%	2.59%
Community Events and Volunteer	195,167	254,620	279,648	322,934	331,788	15.48%	2.74%
Rental	-	-	-	692,817	715,047	0.00%	3.21%
Parks Maintenance	1,071,781	1,142,944	1,154,636	1,346,458	1,402,251	16.61%	4.14%
Department Total	\$ 3,345,782	\$ 3,608,341	\$ 3,807,333	\$ 4,057,736	\$ 4,194,173	6.58%	3.36%

<i>Parks & Recreation</i>							
Expenditures By Type	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % Chg	2015-16 % Chg
10 Salaries & Wages	\$ 1,928,608	\$ 2,045,974	\$ 2,153,986	\$ 2,234,129	\$ 2,290,090	3.72%	2.50%
20 Personnel Benefits	632,533	667,801	706,634	828,536	890,961	17.25%	7.53%
30 Supplies	148,671	189,609	145,524	156,153	156,153	7.30%	0.00%
40 Services	630,579	701,898	786,189	838,918	856,969	6.71%	2.15%
50 Intergovt. Svcs & Taxes	21	3,059	-	-	-	0.00%	0.00%
60 Capital Outlays	5,371	-	15,000	-	-	0.00%	0.00%
Department Total	\$ 3,345,782	\$ 3,608,341	\$ 3,807,333	\$ 4,057,736	\$ 4,194,173	6.58%	3.36%

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 Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Parks & Recreation Director	1	1	\$ 145,779	\$ 45,426	1	\$ 148,776	\$ 48,704
Parks & Recreation Analyst	0	1	87,120	29,995	1	92,247	32,866
Parks/Facility Project Coord.	1	0	-	-	0	-	-
Administrative Secretary	1	0	-	-	0	-	-
Recreation Superintendent	1	2	193,730	68,703	2	198,768	73,941
Special Programs Coordinator	0.75	0	-	-	0	-	-
Recreation Program Coordinator	4.5	5	396,233	181,075	5	406,500	195,248
Facility Support Technician	0	1	67,981	27,868	1	69,681	29,769
Recreation Program Specialist	3	3	193,608	96,480	3	198,620	104,043
Recreation Program Assistant	1	0.5	21,831	14,142	0.5	23,544	15,449
Fiscal Specialist	1	1	65,040	32,253	1	66,624	34,721
Admin Support Coordinator	1	1	64,728	22,187	1	66,494	23,891
Admin Support Assistant	1	1	53,064	16,715	1	54,555	17,996
Maint & Ops Superintendent	1	1	96,552	40,035	1	98,928	43,107
Parks Supervisor	0	1	72,360	35,675	1	77,880	39,141
Lead Maint Specialist	1	1	74,687	29,836	1	76,680	32,167
Maint Specialist Parks	5.5	5.5	355,780	145,415	5.5	365,157	156,628
Extra Labor			342,241	40,751		342,241	41,267
Overtime			3,395	-		3,395	-
Clothing Allowance			-	1,980		-	2,025
Total	23.75	25	\$ 2,234,129	\$ 828,537	25	\$ 2,290,090	\$ 890,961

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.

<i>Parks & Recreation Department</i>						
Object Code	Account Name, Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
31.xx	Supplies	\$ 111,878	\$ 152,632	\$ 129,596	\$ 140,225	\$ 140,225
34.xx	Resale	36,412	36,101	14,428	14,428	14,428
35.xx	Small tools	382	876	1,500	1,500	1,500
Total Supplies		148,671	189,609	145,524	156,153	156,153
Services						
41.xx	Professional services	133,032	140,791	209,037	181,428	181,428
42.xx	Communication	7,416	9,032	14,380	12,680	12,680
43.xx	Travel	3,404	5,488	8,450	8,450	8,450
44.xx	Advertising	6,591	19,962	28,500	27,000	27,000
45.xx	Operating leases	17,613	19,508	29,850	28,850	28,850
45.94	Equipment rental replacement	20,528	34,589	34,589	56,659	56,659
45.95	Equipment rental O&M	112,640	105,473	79,035	98,223	103,134
47.xx	Utilities	202,208	232,848	218,000	263,400	276,540
48.xx	Repair and maintenance	55,481	44,524	69,350	65,450	65,450
49.xx	Miscellaneous	71,666	89,682	94,998	96,778	96,778
Total Services		630,579	701,898	786,189	838,918	856,969
Other						
52.xx	Pass Through	-	3,059	-	-	-
53.xx	Excise Taxes	21	-	-	-	-
63.xx	Fort Dent Trail Repairs & Upgrades	-	-	5,000	-	-
64.xx	Capital	5,371	-	10,000	-	-
Total Supplies, Services, Other		\$ 784,641	\$ 894,566	\$ 946,713	\$ 995,071	\$1,013,122

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 Commissions, Library Advisory Board, and the Sister City Committee.

Expenditure Summary

<i>Parks & Recreation - Administration</i>							
Expenditures	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
10 Salaries & Wages	\$ 287,645	\$ 277,562	\$ 317,644	\$ 238,399	\$ 246,523	-24.95%	3.41%
20 Personnel Benefits	90,032	82,973	99,249	75,921	82,070	-23.50%	8.10%
30 Supplies	3,655	6,314	5,917	5,917	5,917	0.00%	0.00%
40 Services	9,824	8,208	13,050	13,050	13,050	0.00%	0.00%
60 Capital Outlays	5,371	-	10,000	-	-	-100.00%	0.00%
Expenditure Total	\$ 396,527	\$ 375,057	\$ 445,860	\$ 333,287	\$ 347,560	-25.25%	4.28%

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>Parks & Recreation - Administration</i>							
Position Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Parks & Recreation Director	1	1	\$ 145,779	\$ 45,426	1	\$ 148,776	\$ 48,704
Parks & Recreation Analyst	0	1	87,120	29,995	1	92,247	32,866
Parks/Facility Project Coord.	1	0	-	-		-	-
Administrative Secretary	1	0	-	-		-	-
Extra Labor			5,000	500		5,000	500
Overtime			500	-		500	-
Total	3	2	\$ 238,399	\$ 75,921	2	\$ 246,523	\$ 82,070

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>Parks and Recreation - Administration</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.07.574.100.31.00	<i>Supplies</i> - Office	\$ 2,609	\$ 6,314	\$ 5,917	\$ 5,917	\$ 5,917
000.07.574.100.31.90	<i>Supplies</i> - Central Supplies	1,046	-	-	-	-
Total Supplies		3,655	6,314	5,917	5,917	5,917
Services						
000.07.574.100.41.00	<i>Prof Svcs</i> - Park consultant for planning services and expertise	822	2,902	2,500	2,500	2,500
000.07.574.100.42.00	<i>Communication</i> - Telephone services including land lines, cell phones, fax, internet	1,644	1,845	1,800	1,800	1,800
000.07.574.100.43.00	<i>Travel</i> - Meals, lodging, parking, mileage for WRPA, NRPA conferences, and various retreats, training, etc	57	1,011	2,500	2,500	2,500
000.07.574.100.44.00	<i>Advertising</i> - Minor ads	206	-	-	-	-
000.07.574.100.48.00	<i>R&M</i> - Equipment repairs and maintenance	2,000	-	2,000	2,000	2,000
000.07.574.100.49.00	<i>Misc</i> - NRPA, WRPA memberships, conference registrations, forums, retreats	5,095	2,231	4,000	4,000	4,000
000.07.574.100.49.10	<i>Misc</i> - Blood Borne Pathogen testing and immunizations	-	220	250	250	250
Total Services		9,824	8,208	13,050	13,050	13,050
Other						
000.07.594.730.64.00	<i>Capital</i> - Machinery and Equipment	5,371	-	-	-	-
000.07.594.730.64.02	<i>Capital</i> - Replacement Equipment	-	-	10,000	-	-
000.15.594.760.63.05	<i>Capital</i> - Fort Dent Trail Repairs & Upgrades	-	-	5,000	-	-
Total Other		5,371	-	15,000	-	-
Total Supplies, Services and Other		\$ 18,850	\$ 14,522	\$ 33,967	\$ 18,967	\$ 18,967

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

DIVISION: Recreation
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</i>							
Object Description	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
10 Salaries & Wages	\$ 1,030,188	\$ 1,109,918	\$ 1,171,702	\$ 842,055	\$ 857,490	-28.13%	1.83%
20 Personnel Benefits	357,795	387,135	395,942	285,928	305,780	-27.79%	6.94%
30 Supplies	82,005	118,198	78,624	71,071	71,071	-9.61%	0.00%
40 Services	212,298	217,410	280,921	163,186	163,186	-41.91%	0.00%
50 Intergovt. Services & Taxes	21	3,059	-	-	-	0.00%	0.00%
Expenditure Total	\$ 1,682,308	\$ 1,835,721	\$ 1,927,189	\$ 1,362,240	\$ 1,397,527	-29.31%	2.59%

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>Parks & Recreation - Recreation</i>							
Position Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Recreation Superintendent	1	1	\$ 96,578	\$ 30,830	1	\$ 99,240	\$ 33,189
Recreation Program Coordinator	4	3	238,392	110,276	3	244,440	118,899
Fiscal Specialist	1	0	-	-	0	-	-
Admin Support Coordinator	1	0	-	-	0	-	-
Recreation Program Specialist	3	3	193,608	96,480	3	198,620	104,043
Recreation Program Assistant	1	0.5	21,831	14,142	0.5	23,544	15,449
Admin Support Assistant	1	0	-	-	0	-	-
Extra Labor			291,646	34,200		291,646	34,200
Total	12.0	7.5	\$ 842,055	\$ 285,928	7.5	\$ 857,490	\$ 305,780

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.

<i>Parks & Recreation - Recreation</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.07.574.200.31.00	<i>Supplies</i> -Office and Operating	\$ 3,293	\$ 9,139	\$ 10,200	\$ -	\$ -
000.07.574.200.31.01	<i>Supplies</i> - Athletic Programs	1,636	3,197	4,175	4,175	4,175
000.07.574.200.31.02	<i>Supplies</i> - Senior Programs	3,563	3,344	2,400	4,400	4,400
000.07.574.200.31.03	<i>Supplies</i> - Summer playground & rec time	258	2,793	850	2,850	2,850
000.07.574.200.31.04	<i>Supplies</i> - Special interest	9,327	20,011	10,200	5,955	5,955
000.07.574.200.31.05	<i>Supplies</i> - Youth programs & camps	12,675	22,196	15,124	15,124	15,124
000.07.574.200.31.06	<i>Supplies</i> - Office	1,722	7,068	8,700	2,360	2,360
000.07.574.200.31.07	<i>Supplies</i> - Preschool program	-	-	-	8,200	8,200
000.07.574.200.31.09	<i>Supplies</i> - Teen Program	6,622	6,459	6,063	7,095	7,095
000.07.574.200.31.13	<i>Supplies</i> - Youth Sports	5,078	7,891	6,484	6,484	6,484
000.07.574.200.31.90	<i>Supplies</i> - Central	1,420	-	-	-	-
000.07.574.200.34.02	<i>Resale</i> - Senior Program	14,838	12,857	14,428	14,428	14,428
000.07.574.200.34.03	<i>Resale</i> - Rental Services/Supplies	21,573	23,244	-	-	-
Total Supplies		82,005	118,198	78,624	71,071	71,071
Services						
000.07.574.200.41.01	<i>Prof Svcs</i> - Class instruction	46,042	33,909	53,937	43,958	43,958
000.07.574.200.41.02	<i>Prof Svcs</i> - Senior program instructors and performers	6,202	3,183	9,110	9,110	9,110
000.07.574.200.41.04	<i>Prof Svcs</i> - Mailing bureau, etc	7,073	10,077	17,750	8,800	8,800
000.07.574.200.41.05	<i>Prof Svcs</i> - Bus rental and entertainment for Summer day camps	10,740	12,360	22,250	19,620	19,620
000.07.574.200.41.07	<i>Prof Svcs</i> - Misc Prof Svcs	-	-	1,000	1,000	1,000
000.07.574.200.41.09	<i>Prof Svcs</i> - Teen program entertainment, DJ services	3,927	4,913	2,900	5,400	5,400
000.07.574.200.41.13	<i>Prof Svcs</i> - Youth sports instructors	1,648	2,467	8,590	6,090	6,090
000.07.574.200.42.01	<i>Communication</i> - Postage for quarterly brochure	3,373	4,253	6,380	1,800	1,800
000.07.574.200.42.02	<i>Communication</i> - Cell phones and cable	2,385	2,312	4,000	-	-
000.07.574.200.43.00	<i>Travel</i> - Meals, mileage, parking, lodging for conferences and retreats	1,871	2,353	3,500	1,760	1,760
000.07.574.200.43.01	<i>Travel</i> - Senior trip meals and parking	1,078	1,361	1,400	1,400	1,400
000.07.574.200.43.05	<i>Travel</i> - Summer camps/special events parking	177	219	150	150	150
000.07.574.200.44.00	<i>Advertising</i> - job announcements, Rec program ads	4,431	7,188	15,000	7,750	7,750

Parks & Recreation - Recreation Con't						
000.07.574.200.45.00	Rental - Equipment	974	637	-	-	-
000.07.574.200.45.01	Rental - Athletic programs	-	936	-	-	-
000.07.574.200.45.04	Rental - Misc. rentals for general programs	724	583	500	-	-
000.07.574.200.45.05	Rental - Summer camp/special event movie rentals, portable toilets, misc.	-	-	150	150	150
000.07.574.200.45.06	Rental - Office	39	39	-	-	-
000.07.574.200.45.08	Rental - Table and chair rentals for community center	358	1,200	2,500	-	-
000.07.574.200.45.09	Rental - Teen program monthly movie rentals	105	105	200	200	200
000.07.574.200.45.10	Rental - Copier rentals	1,998	453	4,500	-	-
000.07.574.200.45.94	Rental - Equipment Replacement Fund	12,291	4,134	4,134	-	-
000.07.574.200.45.95	Rental - Equipment Rental O & M	24,884	35,591	13,422	-	-
000.07.574.203.47.00	Public Utility -	102	-	-	-	-
000.07.576.200.47.00	Public Utility -	(623)	-	-	-	-
000.07.574.200.48.01	R&M - Fitness room and misc. equipment repairs	10,905	11,329	16,000	-	-
000.07.574.200.48.02	R&M - CLASS maintenance agreement, phone line, fax, copier repairs	9,630	9,104	12,850	-	-
000.07.574.200.48.03	R&M - Damaged equipment replacements	1,610	-	1,500	-	-
000.07.574.200.49.01	Misc - Printing of recreation guides, misc. printing/letterhead	21,122	21,732	30,000	25,000	25,000
000.07.574.200.49.02	Misc - Memberships	8,506	7,680	11,102	6,212	6,212
000.07.574.200.49.04	Misc - Senior trip admissions	6,936	6,379	7,250	7,250	7,250
000.07.574.200.49.05	Misc - Youth field trip admissions	9,266	10,529	8,900	10,680	10,680
000.07.574.200.49.08	Misc - Special Accomodations	-	-	2,000	2,000	2,000
000.07.574.200.49.09	Misc - Teen camps, teen day trips admissions	95	6,831	4,856	4,856	4,856
000.07.574.200.49.10	Misc - User license	-	-	2,000	-	-
000.07.574.200.49.18	Misc - ADA services and PPI credit card fees	13,907	15,553	13,090	-	-
Total Services		211,777	217,410	280,921	163,186	163,186
Intergovernmental						
000.07.574.200.52.00	Intergov't - Pass through grant to MPD	-	3,059	-	-	-
000.07.574.200.53.00	Taxes & Assmnts - Excise Taxes	21	-	-	-	-
Total Intergovernmental		21	3,059	-	-	-
Total Supplies, Services and Other		\$ 293,803	\$ 338,667	\$ 359,545	\$ 234,257	\$ 234,257

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 and Volunteers</i>							
Object Description	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
10 Salaries & Wages	\$ 111,538	\$ 126,910	\$ 129,128	\$ 155,937	\$ 159,894	20.76%	2.54%
20 Personnel Benefits	21,991	25,842	25,855	57,832	62,729	123.68%	8.47%
30 Supplies	21,890	27,654	22,515	26,215	26,215	16.43%	0.00%
40 Services	39,748	74,213	102,150	82,950	82,950	-18.80%	0.00%
Expenditure Total	\$ 195,166	\$ 254,620	\$ 279,648	\$ 322,934	\$ 331,788	15.48%	2.74%

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>Parks & Recreation - Community Events and Volunteers</i>							
Position Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Special Programs Coordinator	0.75	0	\$ -	\$ -	0	\$ -	\$ -
Recreation Program Coordinator	0.5	1	79,097	34,060	1	81,288	36,739
Admin Support Coordinator	0	1	64,728	22,187	1	66,494	23,891
Extra Labor			11,512	1,584		11,512	2,100
Overtime			600	-		600	-
Total-Special Events	1.25	2	\$ 155,937	\$ 57,832	2	\$ 159,894	\$ 62,729

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	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.07.574.204.31.00	<i>Supplies - Office & Operating</i>	\$ 438	\$ 318	\$ -	\$ -	\$ -
000.07.574.204.31.01	<i>Supplies - Operating</i>	18,679	17,668	17,515	21,215	21,215
000.07.574.204.31.02	<i>Supplies - Operating</i>	2,553	9,669	5,000	5,000	5,000
000.07.574.204.31.90	<i>Supplies - Central</i>	219	-	-	-	-
Total Supplies		21,890	27,654	22,515	26,215	26,215
Services						
000.07.574.204.41.01	<i>Prof Svcs - Backyard Wildlife Festival, 4th of July, mini events, Misc Prof Svcs</i>	27,472	35,141	62,500	47,500	47,500
000.07.574.204.41.02	<i>Volunteer Prof Svcs</i>	2,716	2,454	3,500	3,500	3,500
000.07.574.204.42.01	<i>Postage - Postage for special mailings</i>	-	63	1,200	-	-
000.07.574.204.42.02	<i>Communication - Phone/Security</i>	14	340	1,000	500	500
000.07.574.204.43.00	<i>Travel - Travel expenses related to professional development and training</i>	118	481	900	900	900
000.07.574.204.44.00	<i>Advertising - Special events & the volunteer program</i>	1,953	12,774	13,500	12,000	12,000
000.07.574.204.45.01	<i>Rental - Backyard Wildlife Festival, 4th of July, concerts and cinema series, mini events, misc services</i>	4,848	7,268	10,000	10,000	10,000
000.07.574.204.45.02	<i>Rental - Volunteer Program equipment</i>	-	-	2,000	1,000	1,000
000.07.574.204.49.01	<i>Misc - Backyard Wildlife Festival, 4th of July, concerts and cinema, mini events, Misc printing</i>	429	4,818	5,000	5,000	5,000
000.07.574.204.49.02	<i>Misc - Web hosting, ASCAP, professional memberships, registrations, etc.</i>	2,197	2,541	2,550	2,550	2,550
000.07.574.204.49.04	<i>Misc - Other</i>	-	8,334	-	-	-
Total Services		39,748	74,213	102,150	82,950	82,950
Total Supplies, Services and Other		\$ 61,638	\$ 101,867	\$ 124,665	\$ 109,165	\$ 109,165

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

DIVISION: Rental & Bus Ops
FUND NUMBER: 000
POSITION: Director

Description

The mission of the Rental & Business Operations Division is to promote and schedule use of rental spaces in the Parks and Recreation system, provide service repairs for these spaces, provide business support for the Department, and plan and implement various department CIP projects.

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 rental costs. This division also supplies business-related support to the department, serves as staff to the Park Commission, and performs planning and implementation for various projects, including CIP.

Expenditure Summary

<i>Parks & Recreation - Rental and Business Operations</i>							
Object Description	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
10 Salaries & Wages	\$ -	\$ -	\$ -	\$ 396,064	\$ 405,243	0.00%	2.32%
20 Personnel Benefits	-	-	-	155,915	167,314	0.00%	7.31%
30 Supplies	-	-	-	14,482	14,482	0.00%	0.00%
40 Services	-	-	-	126,356	128,008	0.00%	1.31%
Expenditure Total	\$ -	\$ -	\$ -	\$ 692,817	\$ 715,047	0.00%	3.21%

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>Parks & Recreation - Rental and Business Operations</i>							
Position Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Recreation Superintendent	0	1	\$ 97,152	\$ 37,873	1	\$ 99,528	\$ 40,752
Recreation Prog Coordinator	0	1	78,744	36,739	1	80,772	39,610
Facility Support Technician	0	1	67,981	27,868	1	69,681	29,769
Fiscal Specialist	0	1	65,040	32,253	1	66,624	34,721
Admin Support Assistant	0	1	53,064	16,715	1	54,555	17,996
Extra Labor			34,083	4,467		34,083	4,467
Overtime			-	-		-	-
Total	0	5	\$ 396,064	\$ 155,915	5	\$ 405,243	\$ 167,314

Expenditure Detail - Supplies, Services and Other

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

<i>Parks & Recreation - Rental and Business Operations</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.07.574.205.31.01	<i>Supplies</i> - Office	\$ -	\$ -	\$ -	\$ 10,082	\$ 10,082
000.07.574.205.31.02	<i>Supplies</i> - Facility Rentals	-	-	-	500	500
000.07.574.205.31.03	<i>Supplies</i> - Maintenance	-	-	-	3,900	3,900
000.07.574.205.34.03	<i>Supplies</i> - Rental Service and Supplies	-	-	-	-	-
Total Supplies		-	-	-	14,482	14,482
Services						
000.07.574.205.41.01	<i>Prof Svcs</i> - Miscellaneous	-	-	-	3,550	3,550
000.07.574.205.41.02	<i>Prof Svcs</i> - Cleaning	-	-	-	5,400	5,400
000.07.574.205.42.01	<i>Communication</i> - Postage	-	-	-	4,580	4,580
000.07.574.205.42.02	<i>Communication</i> - Cell Phone and Cable	-	-	-	4,000	4,000
000.07.574.205.43.00	<i>Travel</i> - Meals, mileage, parking, lodging for trainings	-	-	-	1,740	1,740
000.07.574.205.44.00	<i>Advertising</i> - BRAVO facility pub, misc.	-	-	-	7,250	7,250
000.07.574.205.45.01	<i>Rental</i> - Miscellaneous	-	-	-	500	500
000.07.574.205.45.02	<i>Rental</i> - Table and chair rental	-	-	-	2,500	2,500
000.07.574.205.45.10	<i>Rental</i> - Copier rentals	-	-	-	4,500	4,500
000.07.574.205.45.94	<i>Rental</i> -Equipment Replacement Fund	-	-	-	7,866	7,866
000.07.574.205.45.95	<i>Rental</i> -Equipment Rental O & M	-	-	-	33,040	34,692
000.07.574.205.48.01	<i>R&M</i> - Fitness room and misc. equipment repairs	-	-	-	12,200	12,200
000.07.574.205.48.02	<i>R&M</i> - CLASS maintenance agreement, phone line, copier rentals	-	-	-	12,750	12,750
000.07.574.205.48.03	<i>R&M</i> - Damaged equipment replacements	-	-	-	1,500	1,500
000.07.574.205.49.01	<i>Misc</i> - Printing and binding	-	-	-	5,000	5,000
000.07.574.205.49.02	<i>Misc</i> - Membership and training	-	-	-	4,890	4,890
000.07.574.205.49.10	<i>Misc</i> - User license	-	-	-	2,000	2,000
000.07.574.205.49.18	<i>Misc</i> - ADA services and PPI credit card	-	-	-	13,090	13,090
Total Services		-	-	-	126,356	128,008
Total Supplies, Services and Other		\$ -	\$ -	\$ -	\$ 140,838	\$ 142,490

DEPARTMENT: Parks (15)**FUND:** General**RESPONSIBLE MANAGER:** Rick Still**DIVISION:** 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>							
Object Description	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
10 Salaries & Wages	\$ 499,238	\$ 531,584	\$ 535,512	\$ 601,674	\$ 620,940	12.35%	3.20%
20 Personnel Benefits	162,714	171,850	185,588	252,940	273,068	36.29%	7.96%
30 Supplies	41,121	37,443	38,468	38,468	38,468	0.00%	0.00%
40 Services	368,709	402,067	390,068	453,376	469,775	16.23%	3.62%
60 Capital Outlays	-	-	5,000	-	-	-100.00%	0.00%
Expenditure Total	\$ 1,071,781	\$ 1,142,944	\$ 1,154,636	\$ 1,346,458	\$ 1,402,251	16.61%	4.14%

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>Parks & Recreation - Parks Maintenance</i>							
Position Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Maint & Ops Superintendent	1	1	\$ 96,552	\$ 40,035	1	\$ 98,928	\$ 43,107
Parks Supervisor	0	1	72,360	35,675	1	77,880	39,141
Lead Maint Specialist	1	1	74,687	29,836	1	76,680	32,167
Maint Specialist Parks	5.5	5.5	355,780	145,415	5.5	365,157	156,628
Overtime			2,295	-		2,295	-
Clothing Allowance			-	1,980		-	2,025
Total	7.5	8.5	\$ 601,674	\$ 252,940	8.5	\$ 620,940	\$ 273,068

Expenditure Detail - Supplies, Services and Other

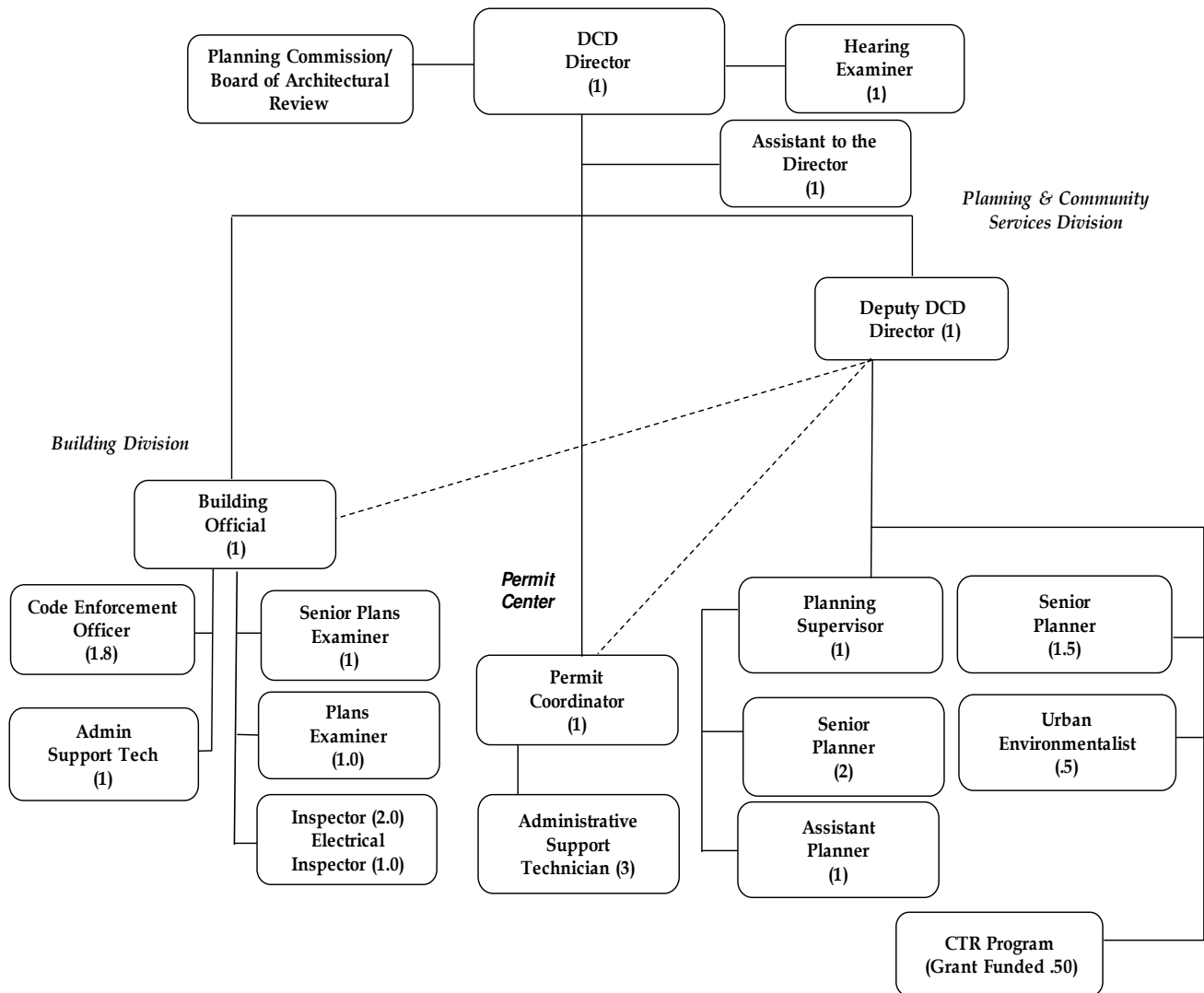
Supplies include repair and maintenance supplies and various park supplies. Services include professional services, security, rental, utilities, repair & maintenance, among others.

<i>Parks & Recreation - Maintenance</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.15.576.800.31.00	<i>Supplies</i> - Office & Operating all stations	\$ 3,314	\$ 1,566	\$ -	\$ -	\$ -
000.15.576.800.31.01	<i>Supplies</i> - Repairs & maintenance	32,376	35,001	32,000	32,000	32,000
000.15.576.800.31.11	<i>Supplies</i> - Trees, plants, flowers	670	-	1,000	1,000	1,000
000.15.576.800.31.17	<i>Supplies</i> - Playground equipment parts	1,731	-	500	500	500
000.15.576.800.31.18	<i>Supplies</i> - Park signage	1,955	-	3,468	3,468	3,468
000.15.576.800.31.90	<i>Supplies</i> - Central supplies	692	-	-	-	-
000.15.576.800.35.00	<i>Supplies</i> - Small tools, equipment	382	876	1,500	1,500	1,500
Total Supplies		41,121	37,443	38,468	38,468	38,468
Services						
000.15.576.800.41.00	<i>Prof Svcs</i> - Other	257	7,706	-	-	-
000.15.576.800.41.02	<i>Prof Svcs</i> - Fort Dent restroom cleaning	8,133	8,729	7,000	7,000	7,000
000.15.576.800.41.03	<i>Prof Svcs</i> - Contracted park security services	18,000	16,950	18,000	18,000	18,000
000.15.576.800.42.00	<i>Communication</i> - Station 54 telephone and alarm service	-	220	-	-	-
000.15.576.800.43.00	<i>Travel</i> - Parking, mileage	103	64	-	-	-
000.15.576.800.45.00	<i>Rental</i> - Portable toilet and equipment	8,566	8,288	10,000	10,000	10,000
000.15.576.800.47.00	<i>Public Utility</i> - City Light, Puget Sound Energy, park irrigation	130,498	157,302	145,000	165,000	168,300
000.15.576.800.47.01	<i>Public Utility</i> - Sewer and stormwater	71,711	75,546	73,000	98,400	108,240
000.15.576.800.45.94	<i>Rental</i> - Equipment replacement fund	8,237	30,455	30,455	48,793	48,793
000.15.576.800.45.95	<i>Rental</i> - Equipment rental O & M	87,755	69,882	65,613	65,183	68,442
000.15.576.800.48.00	<i>R&M</i> - Parking lot cleaning, electrical repairs, park and trail repairs	29,044	9,246	16,000	16,000	16,000
000.15.576.800.48.01	<i>R&M</i> - Hazardous tree removal and trimming	-	1,424	3,000	3,000	3,000
000.15.576.800.48.02	<i>R&M</i> - Parking lot sweeping, trees maint., leaf removal, light repairs, restrm repairs	2,292	13,421	18,000	18,000	18,000
000.15.576.800.49.00	<i>Misc</i> - Memberships, professional development/training, uniform cleaning	4,113	2,834	4,000	4,000	4,000
Total Services		368,709	402,067	390,068	453,376	469,775
Total Supplies, Services and Other		\$ 409,830	\$ 439,509	\$ 428,536	\$ 491,844	\$ 508,243



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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.

2013-2014 Accomplishments

- ◆ Completed rental housing inspections for City zone 3 and 4. *Strategic Goal 2.*
- ◆ Restored proactive code enforcement with a focus on Tukwila International Boulevard and abatement of vacant nuisance building and properties. *Strategic Goal 1.*
- ◆ Implemented the new permit tracking system (TRAKiT). *Strategic Goal 4.*
- ◆ Updated the permit center manual to reflect changes in the permit tracking system. *Strategic Goal 4.*
- ◆ Adopted the Southcenter Subarea Plan, new TUC Zoning District and Southcenter Design Manual. *Strategic Goal 1.*
- ◆ Updated Comprehensive Plan elements: Southcenter Urban Center; Community Image and Identity; Natural Environment; Transportation; Economic Development; Capital Facilities; Roles and Responsibilities; Tukwila South; Parks, Recreation and Open Space; Shoreline; Utilities. *Strategic Goal 1.*
- ◆ Coordinated the ongoing implementation of the Tukwila South Development Agreement. *Strategic Goal 3.*
- ◆ Adopted the 2012 State Building Codes and the 2014 NEC. *Strategic Goal 4.*
- ◆ Continue to advance the department's tools and process for effective community engagement, such as the community conversation meeting on March 6/8, 2014. *Strategic Goal 5.*

2015-2016 Outcome Goals

- ◆ Complete update of the Comprehensive Plan. *Strategic Goal 2.*
- ◆ Incorporate the changes made in the Comprehensive Plan into City-wide policies and actions including updated tree and landscaping regulations. *Strategic Goal 1, 2, 3, & 5.*
- ◆ Improvement in the condition of properties and buildings in the City of Tukwila. *Strategic Goal 1.*
- ◆ Streamline the development review process and standards using the Lean method. *Strategic Goal 4.*
- ◆ Complete full implementation and utilization of the new permit tracking system (TRAKiT). *Strategic Goal 4.*
- ◆ Update SEPA regulations to reflect changes to State law. *Strategic Goal 4.*

2015-2016 Indicators of Success

- ◆ All elements of the Comprehensive Plan are updated and adopted.
- ◆ Adoption of an update TMC Title 21 Environmental Regulations.

- ◆ Priorities for the implementation of the Comprehensive Plan, such as, changes in the zoning code for Residential Infill and Tukwila International Boulevard.
- ◆ Reduction in the number of nuisance properties and buildings.
- ◆ Improvement in the effectiveness and efficiency of the development review process.

Budget Changes by Expenditure Type

<i>Community Development</i>							
	01 Salaries	02 Benefits	03 Supplies	04 Services	05 Intergov't	06 Capital	Total
2014 Budget	\$ 2,060,098	\$ 640,946	\$ 29,020	\$ 313,615	\$ 15,000	\$ 50,000	\$ 3,108,679
Base Services	(35,628)	80,828	80	(8,191)	-	(50,000)	(12,911)
Revenue Backed	-	-	-	2,800	-	-	2,800
Initiatives	-	-	-	87,000	-	-	87,000
Transfers	(96,552)	(27,022)	-	-	-	-	(123,574)
2015 Budget	\$ 1,927,918	\$ 694,752	\$ 29,100	\$ 395,224	\$ 15,000	\$ -	\$ 3,061,994
Base Services	11,448	50,045	-	(4,259)	-	-	57,234
Revenue Backed	-	-	-	(2,800)	-	-	(2,800)
Initiatives	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
2016 Budget	\$ 1,939,366	\$ 744,797	\$ 29,100	\$ 388,165	\$ 15,000	\$ -	\$ 3,116,428

Budget Change Percentages

<i>Community Development</i>							
	01 Salaries	02 Benefits	03 Supplies	04 Services	05 Intergov't	06 Capital	Total
2015 Changes							
Base Services	-1.7%	12.6%	0.3%	-2.6%	0.0%	-100.0%	-0.4%
Revenue Backed	0.0%	0.0%	0.0%	0.9%	0.0%	0.0%	0.1%
Initiatives	0.0%	0.0%	0.0%	27.7%	0.0%	0.0%	2.8%
Transfers	-4.7%	-4.2%	0.0%	0.0%	0.0%	0.0%	-4.0%
2016 Changes							
Base Services	0.6%	7.2%	0.0%	-1.1%	0.0%	0.0%	1.9%
Revenue Backed	0.0%	0.0%	0.0%	-0.7%	0.0%	0.0%	-0.1%
Initiatives	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Transfers	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

Budget Change Discussion:

Base Services. Budget changes include reduction in planning division staffing by .5 FTE and step increases and COLA increases for salaries, reduction in overtime and extra labor, healthcare cost changes and increases in other employee benefits, and reduction in services and capital because the implementation of TRAKiT was completed in 2014.

Revenue Backed. Increase in CTR Program grant funding in both 2015 and 2016.

Proposals. Increase in code enforcement services.

Transfers. Transfer of staff to Mayor's Office, transfer of benefits related to staff transferred out of Community Development.

Expenditure Summary

<i>Community Development</i>							
Expenditures By Program	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % Chg	2015-16 % Chg
Administration	\$ 484,763	\$ 417,802	\$ 381,902	\$ 331,549	\$ 340,825	-13.18%	2.80%
Planning	1,144,088	1,286,054	1,231,923	1,148,630	1,138,216	-6.76%	-0.91%
Code Enforcement	190,491	247,677	278,531	363,404	373,397	30.47%	2.75%
Permit Coordination	361,549	478,423	428,821	436,782	450,709	1.86%	3.19%
Building Division	624,817	695,386	730,119	722,878	752,104	-0.99%	4.04%
Rental Housing	55,360	56,486	57,383	58,752	61,176	2.39%	4.13%
Department Total	\$ 2,861,070	\$ 3,181,827	\$ 3,108,679	\$ 3,061,994	\$ 3,116,428	-1.50%	1.78%

<i>Community Development</i>							
Expenditures By Type	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % Chg	2015-16 % Chg
10 Salaries & Wages	\$ 1,926,731	\$ 2,035,289	\$ 2,060,098	\$ 1,927,918	\$ 1,939,366	-6.42%	0.59%
20 Personnel Benefits	565,305	622,413	640,946	694,752	744,797	8.39%	7.20%
30 Supplies	22,443	44,487	29,020	29,100	29,100	0.28%	0.00%
40 Services	141,147	355,236	313,615	395,224	388,165	26.02%	-1.79%
50 Intergovt. Svcs & Taxes	27,506	7,178	15,000	15,000	15,000	0.00%	0.00%
60 Capital Outlays	177,938	117,224	50,000	-	-	0.00%	0.00%
Department Total	\$ 2,861,070	\$ 3,181,827	\$ 3,108,679	\$ 3,061,994	\$ 3,116,428	-1.50%	1.78%

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	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
DCD Director	1	1	\$ 146,496	\$ 48,463	1	\$ 149,484	\$ 51,380
Deputy DCD Director	1	1	121,368	45,373	1	123,768	47,998
Assistant to the Director	1	1	76,008	31,930	1	77,496	33,814
Planning Supervisor	1	1	110,556	40,492	1	113,448	43,579
Senior Planner	3.5	3.5	339,024	106,298	3.5	347,340	113,498
Assistant Planner	1.5	1	73,344	35,840	1	37,584	38,571
Urban Environmentalist	0.5	0.5	39,216	29,489	0.5	40,200	31,777
CTR Coordinator	0.5	0.5	25,728	4,297	0.5	25,728	4,319
Code Enforcement Officer	2	2	138,096	43,362	2	141,599	46,690
Permit Coordinator	1	1	90,600	30,639	1	92,832	32,940
Building Official	1	1	102,611	36,239	1	109,309	39,808
Senior Electrical Inspector	1	1	84,216	30,670	1	86,304	33,028
Senior Plans Examiner	1	1	79,944	28,707	1	81,888	30,866
Combination Inspector	2	2	157,776	56,540	2	161,963	60,699
Plans Examiner	1	1	69,192	26,766	1	70,872	28,787
Admin Support Technician	4	4	225,792	96,672	4	231,600	104,068
Extra Labor			42,000	-		42,000	-
Overtime			5,951	-		5,951	-
Clothing Allowance			-	2,975		-	2,975
Department Total	23	22.5	\$ 1,927,918	\$ 694,752	22.5	\$ 1,939,366	\$ 744,797

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.

<i>Community Development</i>						
Object Code	Account Name, Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
31.xx	Supplies	\$ 22,443	\$ 44,261	\$ 28,600	\$ 28,780	\$ 28,780
35.xx	Small tools	-	227	420	320	320
Total Supplies		22,443	44,487	29,020	29,100	29,100
Services						
41.xx	Professional services	57,993	213,296	126,636	178,906	175,206
42.xx	Communication	257	4,446	2,925	5,000	5,000
43.xx	Travel	3,227	6,103	8,600	8,800	8,800
44.xx	Advertising	478	363	3,500	3,500	3,500
45.xx	Operating leases	869	4,472	4,800	4,800	4,800
45.94	Equipment rental replacement	14,576	7,447	7,447	9,556	9,556
45.95	Equipment rental O&M	10,162	8,789	8,557	9,985	10,126
48.xx	Repair and maintenance	8,678	52,749	49,550	44,050	44,050
49.xx	Miscellaneous	44,907	57,570	101,600	130,627	127,127
Total Services		141,147	355,236	313,615	395,224	388,165
Other						
51.xx	Intergovernmental	27,505	7,176	15,000	15,000	15,000
53.xx	Taxes & assessments	2	2	-	-	-
64.xx	Capital	177,938	117,224	50,000	-	-
Total Supplies, Services, Other		\$ 369,034	\$ 524,126	\$ 407,635	\$ 439,324	\$ 432,265

DEPARTMENT: Comm. Dev (08)**DIVISION:** Administration**FUND:** General**FUND NUMBER:** 000**RESPONSIBLE MANAGER:** Jack Pace**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>							
Object Description	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
10 Salaries & Wages	\$ 216,441	\$ 195,764	\$ 227,866	\$ 224,955	\$ 229,431	-1.28%	1.99%
20 Personnel Benefits	65,023	63,816	71,036	80,394	85,194	13.17%	5.97%
30 Supplies	9,629	16,425	11,400	11,400	11,400	0.00%	0.00%
40 Services	15,731	24,571	21,600	14,800	14,800	-31.48%	0.00%
50 Intergovt. Services & Taxes	2	2	-	-	-	0.00%	0.00%
60 Capital Outlays	177,938	117,224	50,000	-	-	0.00%	0.00%
Expenditure Total	\$ 484,763	\$ 417,802	\$ 381,902	\$ 331,549	\$ 340,825	-13.18%	2.80%

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	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
DCD Director	1	1	\$ 146,496	\$ 48,463	1	\$ 149,484	\$ 51,380
Assistant to the Director	1	1	76,008	31,930	1	77,496	33,814
Overtime			2,451	-		2,451	-
Total	2	2	\$ 224,955	\$ 80,394	2	\$ 229,431	\$ 85,194

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>Community Development - Administration</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.08.558.100.31.00	<i>Supplies</i> - Office	\$ 5,074	\$ 16,425	\$ 11,400	\$ 11,400	\$ 11,400
000.08.558.100.31.90	<i>Supplies</i> - Central Supplies	4,555	-	-	-	-
Total Supplies		9,629	16,425	11,400	11,400	11,400
Services						
000.08.558.100.41.00	<i>Prof Svcs</i> - Consulting svcs	8,911	10,759	8,000	-	-
000.08.558.100.43.00	<i>Travel</i> - Meals, parking, mileage	702	1,984	500	500	500
000.08.558.100.45.00	<i>Rental</i> - Operating leases and rentals	869	4,472	4,800	4,800	4,800
000.08.558.100.45.95	<i>Rental</i> - Equipment Rental O & M	694	-	-	-	-
000.08.558.100.48.00	<i>R&M</i> - Repairs and maintenance	644	775	500	500	500
000.08.558.100.49.00	<i>Misc</i> - Registration - annual training and seminars	3,911	2,235	2,000	2,500	2,500
000.08.558.100.49.30	<i>Misc</i> - Memberships - APA, WA City Planning Directors Assn., and American Planning Assn.	-	425	-	500	500
000.08.558.100.49.40	<i>Misc</i> - Memberships and training	-	275	-	1,000	1,000
000.08.558.100.49.53	<i>Misc</i> - Hearing Examiner Fees	-	3,646	5,800	5,000	5,000
Total Services		15,731	24,571	21,600	14,800	14,800
Intergovernmental						
000.08.558.100.53.00	<i>Taxes & Assmnts</i> - Excise Tax	2	2	-	-	-
Total Intergovernmental		2	2	-	-	-
Other						
000.08.594.600.64.00	<i>Capital</i> - Machinery and Equipment	177,938	117,224	50,000	-	-
Total Other		177,938	117,224	50,000	-	-
Total Supplies, Services and Other		\$ 203,299	\$ 158,222	\$ 83,000	\$ 26,200	\$ 26,200

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, and administers the community-wide Commute Trip Reduction (CTR) program and GIS service for the department.

Expenditure Summary

<i>Community Development - Planning</i>							
Object Description	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
10 Salaries & Wages	\$ 818,692	\$ 871,730	\$ 850,020	\$ 743,236	\$ 722,068	-12.56%	-2.85%
20 Personnel Benefits	218,713	247,097	230,797	261,788	279,742	13.43%	6.86%
30 Supplies	7,853	18,321	13,200	13,700	13,700	3.79%	0.00%
40 Services	71,326	141,729	122,906	114,906	107,706	-6.51%	-6.27%
50 Intergovt. Services & Taxes	27,505	7,176	15,000	15,000	15,000	0.00%	0.00%
Expenditure Total	\$ 1,144,088	\$ 1,286,054	\$ 1,231,923	\$ 1,148,630	\$ 1,138,216	-6.76%	-0.91%

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 - Planning</i>							
Position Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Deputy DCD Director	1	1	\$ 121,368	\$ 45,373	1	\$ 123,768	\$ 47,998
Planning Supervisor	1	1	110,556	40,492	1	113,448	43,579
Senior Planner	3.5	3.5	339,024	106,298	3.5	347,340	113,498
Assistant Planner	1.5	1	73,344	35,840	1	37,584	38,571
Urban Environmentalist	0.5	0.5	39,216	29,489	0.5	40,200	31,777
Extra Labor			33,000	-		33,000	-
Overtime			1,000	-		1,000	-
Total	7.5	7	\$ 717,508	\$ 257,491	7	\$ 696,340	\$ 275,424

<i>Community Development - CTR</i>							
Position	2014	2015	2015 Budgeted		2016	2016 Budgeted	
Description	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
Extra Labor-CTR			\$ 25,728	\$ 4,297		\$ 25,728	\$ 4,319
Total	0	0	25,728	4,297	-	25,728	4,319
Total Planning & CTR	7.5	7	\$ 743,236	\$ 261,788	7	\$ 722,068	\$ 279,742

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.

<i>Community Development - Planning</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies - Planning						
000.08.558.600.31.00	<i>Supplies</i> -Office and Operating	\$ 3,187	\$ 5,424	\$ 6,000	\$ 6,000	\$ 6,000
000.08.558.600.31.01	<i>Supplies</i> - Graphics	1,018	-	2,500	-	-
000.08.558.600.31.02	<i>Supplies</i> - Tree Replacement	-	1,454	-	3,000	3,000
000.08.558.604.31.00	<i>Supplies</i> - Office & Operating	49	-	-	-	-
Supplies - Recycling						
000.08.558.601.31.04	<i>Supplies</i> - Office & Operating	2,570	11,401	4,200	4,200	4,200
Supplies - CTR						
000.08.558.602.31.01	<i>Supplies</i> - Operating	1,030	42	500	500	500
Total Supplies		7,853	18,321	13,200	13,700	13,700
Services - Planning						
000.08.558.600.41.00	<i>Prof Svcs</i> - Comp Plan, Tree Ord, TIB, TOD at TIB Sta.	19,740	26,227	56,222	31,722	28,022
000.08.558.604.41.00	<i>Prof Svcs</i> - Transit Oriented Development	-	68,630	-	-	-
000.08.558.600.41.21	<i>Prof Svcs</i> - Misc services	9,995	-	-	-	-
000.08.558.600.42.00	<i>Communication</i> - Postage for public notices and citizen communication, Newspaper notices for legal notices and annual garage sale	208	2,272	500	3,000	3,000
000.08.558.600.43.00	<i>Travel</i> - Parking, meals, mileage for seminars and training	641	697	2,000	2,000	2,000
000.08.558.600.44.00	<i>Advertising</i> - Bid ads	478	-	-	-	-
000.08.558.600.48.00	<i>R&M</i> - Annual maintenance for ESRI, copiers, other equipment & repairs	2,657	2,657	3,500	3,000	3,000
000.08.558.600.49.00	<i>Misc</i> - Printing and other services	10,348	11,798	9,000	9,000	9,000
000.08.558.600.49.30	<i>Misc</i> - Dues and Subscriptions	-	1,569	-	7,500	7,500
000.08.558.600.49.40	<i>Misc</i> - Training	-	923	-	7,000	3,500

<i>Community Development - Planning Con't</i>						
Services - Recycling						
000.08.558.601.41.02	<i>Prof Svcs</i> - Business recycling	8,495	839	10,413	10,413	10,413
000.08.558.601.41.04	<i>Prof Svcs</i> - Business Recycle Special Resident Collection Events	3,684	15,141	21,271	21,271	21,271
000.08.558.601.42.04	<i>Communication</i> - Postcard mailings	-	671	-	-	-
000.08.558.601.44.04	<i>Advertising</i> - Recycling	-	363	3,500	3,500	3,500
000.08.558.601.49.04	<i>Misc</i> - Recycling - Printing and misc Service	1,587	880	1,000	1,000	1,000
Services - CTR						
000.08.558.602.41.07	<i>Prof Svcs</i> - Misc Prof Svcs	-	-	3,500	3,500	3,500
000.08.558.602.43.07	<i>Travel</i> - Parking, meals, mileage	541	-	500	500	500
000.08.558.602.49.07	<i>Misc</i> - King County	12,952	9,063	11,500	11,500	11,500
Total Services		71,326	141,729	122,906	114,906	107,706
Intergovernmental - CTR						
000.08.558.602.51.00	<i>Intergovernmental</i> - Metro CTR Program	27,505	7,176	15,000	15,000	15,000
Total Intergovernmental		27,505	7,176	15,000	15,000	15,000
Total Supplies, Services and Other		\$ 106,684	\$ 167,227	\$ 151,106	\$ 143,606	\$ 136,406

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 citizens and property owners to resolve non-criminal violations of the Tukwila Municipal Code.

Expenditure Summary

<i>Community Development - Code Enforcement</i>							
Object Description	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
10 Salaries & Wages	\$ 144,680	\$ 177,136	\$ 195,021	\$ 190,682	\$ 195,260	-2.23%	2.40%
20 Personnel Benefits	40,037	62,286	71,261	70,194	75,554	-1.50%	7.64%
30 Supplies	233	432	500	500	500	0.00%	0.00%
40 Services	5,541	7,823	11,749	102,029	102,083	768.41%	0.05%
Expenditure Total	\$ 190,491	\$ 247,677	\$ 278,531	\$ 363,404	\$ 373,397	30.47%	2.75%

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 - Code Enforcement</i>							
Position Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Code Enforcement Officer	2	1.8	\$ 124,258	\$ 39,022	1.8	\$ 127,396	\$ 42,012
Admin Support Technician	0.8	1	56,424	30,697	1	57,864	33,067
Extra Labor			9,000	-		9,000	-
Overtime			1,000	-		1,000	-
Clothing Allowance			-	475		-	475
Department Total	2.8	2.8	\$ 190,682	\$ 70,194	2.8	\$ 195,260	\$ 75,554

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.

<i>Community Development - Code Enforcement</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.08.558.603.31.01	<i>Supplies - Office & Operating</i>	\$ 233	\$ 432	\$ 500	\$ 500	\$ 500
000.08.558.604.31.00	<i>Supplies - Office & Operating</i>	49	-	-	-	-
Total Supplies		281	432	500	500	500
Services						
000.08.558.603.41.00	<i>Prof Svcs - Code enforcement initiative</i>	-	-	2,230	87,000	87,000
000.08.558.603.42.00	<i>Communication</i>	-	1,504	975	1,500	1,500
000.08.558.603.43.00	<i>Travel - Parking, meals, mileage for WACE conferences and misc.</i>	417	780	600	600	600
000.08.558.603.45.94	<i>Rental - Equipment Replacement Fund</i>	2,108	3,522	3,522	5,799	5,799
000.08.558.603.45.95	<i>Rental - Equipment Rental O & M</i>	2,432	1,483	1,622	2,703	2,757
000.08.558.603.49.00	<i>Misc - Conferences, training, membership dues, dump passes, misc.</i>	584	533	2,800	4,427	4,427
Total Services		5,541	7,823	11,749	102,029	102,083
Total Supplies, Services and Other		\$ 5,823	\$ 8,255	\$ 12,249	\$ 102,529	\$ 102,583

DEPARTMENT: Comm. Dev. (08)**DIVISION:** Permit Coordination**FUND:** General**FUND NUMBER:** 000**RESPONSIBLE MANAGER:** Jack Pace**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>							
Object Description	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
10 Salaries & Wages	\$ 248,526	\$ 264,285	\$ 262,392	\$ 259,968	\$ 266,568	-0.92%	2.54%
20 Personnel Benefits	86,302	89,818	94,229	96,614	103,941	2.53%	7.58%
30 Supplies	2,777	1,630	3,000	3,000	3,000	0.00%	0.00%
40 Services	23,945	122,691	69,200	77,200	77,200	11.56%	0.00%
Expenditure Total	\$ 361,549	\$ 478,423	\$ 428,821	\$ 436,782	\$ 450,709	1.86%	3.19%

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 - Permit Coordination</i>							
Position Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Permit Coordinator	1	1	\$ 90,600	\$ 30,639	1	\$ 92,832	\$ 32,940
Admin Support Technician	3	3	169,368	65,975	3	173,736	71,002
Total	4	4	\$ 259,968	\$ 96,614	4	\$ 266,568	\$ 103,941

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.

<i>Community Development - Permit Coordination</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.08.559.100.31.00	<i>Supplies</i> - Office & Operating	\$ 2,777	\$ 1,630	\$ 3,000	\$ 3,000	\$ 3,000
000.08.559.200.31.00	<i>Supplies</i> - Office & Operating	-	55	-	-	-
Total Supplies		2,777	1,684	3,000	3,000	3,000
Services						
000.08.559.100.41.00	<i>Prof Svcs</i> - Microfilming, Courier services and other services	5,297	58,247	5,000	5,000	5,000
000.08.559.100.43.00	<i>Travel</i> - Travel, hotel, meals for TRAKiT conference	-	1,392	1,700	3,700	3,700
000.08.559.100.48.00	<i>R&M</i> - Repair and maintenance services, TRAKiT maintenance and support	5,376	47,112	45,000	40,000	40,000
000.08.559.100.49.00	<i>Misc</i> - Memberships, certifications, registrations, conferences	1,209	1,110	1,500	6,500	6,500
000.08.559.100.49.08	<i>Misc</i> - PPI credit card fees	12,062	14,830	16,000	22,000	22,000
Total Services		23,945	122,691	69,200	77,200	77,200
Total Supplies, Services and Other		\$ 26,721	\$ 124,375	\$ 72,200	\$ 80,200	\$ 80,200

DEPARTMENT: Comm. Dev. (08)**DIVISION:** Building**FUND:** General**FUND NUMBER:** 000**RESPONSIBLE MANAGER:** Jack Pace**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</i>							
Object Description	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
10 Salaries & Wages	\$ 457,119	\$ 483,867	\$ 483,878	\$ 465,997	\$ 481,764	-3.70%	3.38%
20 Personnel Benefits	141,143	145,471	157,161	170,092	183,463	8.23%	7.86%
30 Supplies	1,952	7,625	920	500	500	-45.65%	0.00%
40 Services	24,604	58,423	88,160	86,289	86,376	-2.12%	0.10%
Expenditure Total	\$ 624,817	\$ 695,386	\$ 730,119	\$ 722,878	\$ 752,104	-0.99%	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>Community Development - Building</i>							
Position Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Building Official	1	1	\$ 102,611	\$ 36,239	1	\$ 109,309	\$ 39,808
Senior Electrical Inspector	1	1	84,216	30,670	1	86,304	33,028
Senior Plans Examiner	1	1	79,944	28,707	1	81,888	30,866
Combination Inspector	1.63	1.63	128,534	45,209	1.63	131,891	48,475
Plans Examiner	1	1	69,192	26,766	1	70,872	28,787
Overtime			1,500	-		1,500	-
Clothing Allowance			-	2,500		-	2,500
Department Total	5.63	5.63	\$ 465,997	\$ 170,092	5.63	\$ 481,764	\$ 183,463

Expenditure Detail - Supplies, Services and Other

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

<i>Community Development - Building</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.08.559.600.31.00	<i>Supplies - Office & Operating</i>	\$ 1,952	\$ 7,398	\$ 500	\$ 180	\$ 180
000.08.559.600.35.00	<i>Small Tools & Equipment - Furniture</i>	-	227	420	320	320
Total Supplies		1,952	7,625	920	500	500
Prof Svcs						
000.08.559.600.41.00	Prof Svcs - Project Peer Reviews - Reid Middleton & Sound Inspections & Investigative	1,871	33,454	20,000	20,000	20,000
000.08.559.600.42.00	<i>Communication - Postage</i>	49	-	1,450	500	500
000.08.559.600.43.00	<i>Travel - Meals, parking for WABO meetings and for training</i>	925	1,250	3,300	1,500	1,500
000.08.559.600.45.94	<i>Rental - Equipment Replacement Fund</i>	12,468	3,925	3,925	3,757	3,757
000.08.559.600.45.95	<i>Rental - Equipment Rental O & M</i>	7,037	7,306	6,935	7,282	7,369
000.08.559.600.48.00	<i>R&M - Misc repairs and maintenance</i>	-	2,205	550	550	550
000.08.559.600.49.00	<i>Misc - Membership dues, registrations, and tuition</i>	2,254	565	2,000	2,000	2,000
000.08.559.600.49.02	<i>Misc - Abatement Program</i>	-	6,346	50,000	50,000	50,000
000.08.559.600.49.30	<i>Misc - Dues and Subscriptions</i>	-	385	-	-	-
000.08.559.600.49.40	<i>Misc - Training</i>	-	2,988	-	700	700
Total Services		24,604	58,423	88,160	86,289	86,376
Total Supplies, Services and Other		\$ 26,556	\$ 66,048	\$ 89,080	\$ 86,789	\$ 86,876

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

DIVISION: Rental Housing
FUND NUMBER: 000
POSITION: Director

Description

The rental housing inspection program identifies all rental housing units in the City. Each unit must be inspected for compliance with the International Property Maintenance Code every five years.

Inspections may be done by code enforcement staff at \$35 per unit or the property owner may hire an independent City certified inspector. For the purpose of systematically inspecting all units, the City has been divided into quadrants. The first quadrant has been completed with subsequent quadrants to follow each year. Property owners pay \$50 rental housing license for each building of one to four units and a \$100 license fee for each building of five or more units. Inspections deal with habitability conditions only.

Expenditure Summary

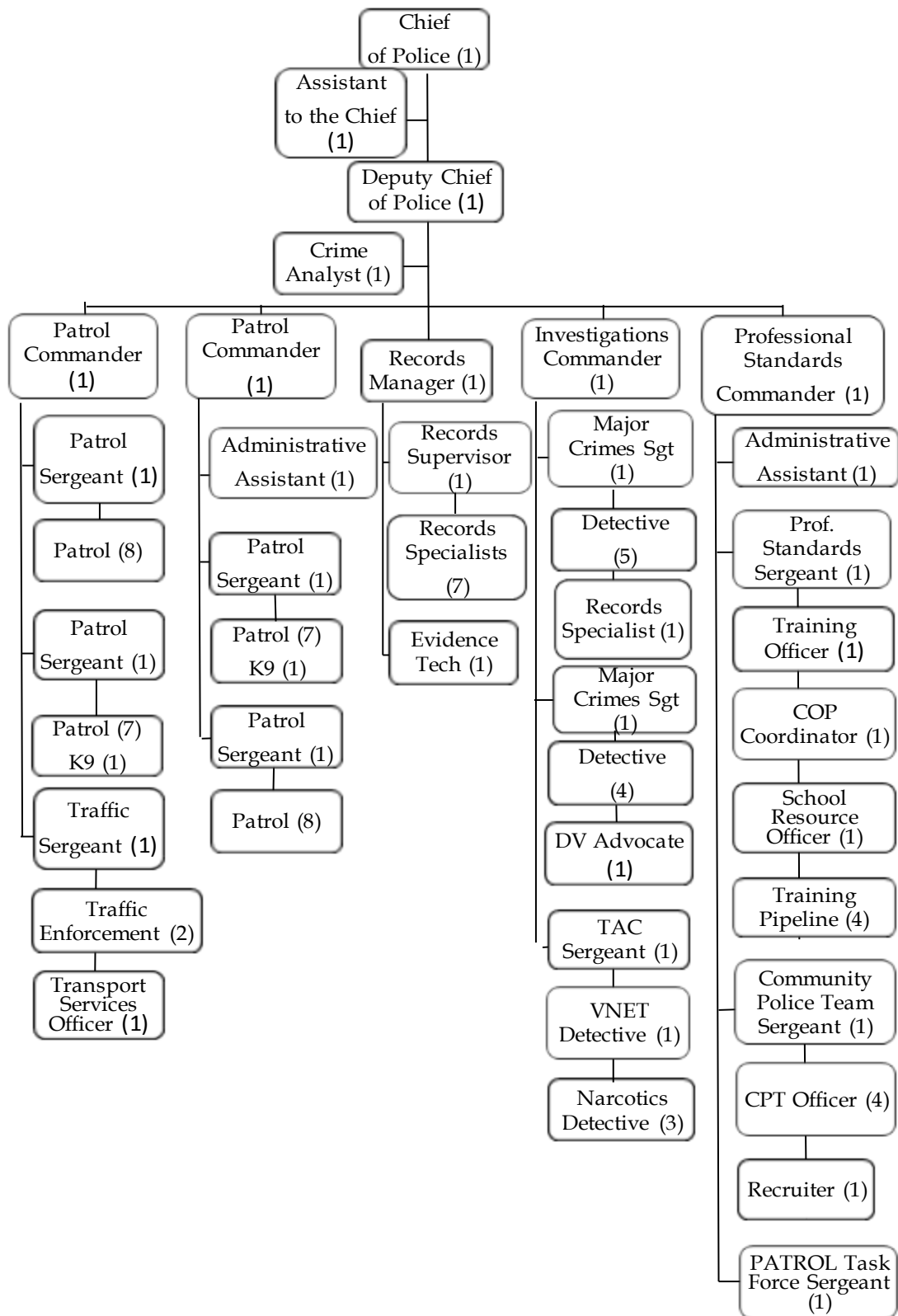
<i>Community Development - Rental Housing</i>							
Object Description	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
10 Salaries & Wages	\$ 41,273	\$ 42,507	\$ 40,921	\$ 43,080	\$ 44,275	5.28%	2.77%
20 Personnel Benefits	14,088	13,925	16,462	15,672	16,902	-4.80%	7.85%
Expenditure Total	\$ 55,360	\$ 56,486	\$ 57,383	\$ 58,752	\$ 61,176	2.39%	4.13%

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 - Rental Housing</i>							
Position Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Combination Inspector	0.37	0.37	\$ 29,242	\$ 11,331	0.37	\$ 30,072	\$ 12,224
Code Enforcement Officer	0.20	-	-	-	-	-	-
Admin Support Technician	0.20	0.20	13,838	4,340	0.20	14,203	4,677
Total	0.77	0.57	\$ 43,080	\$ 15,672	0.57	\$ 44,275	\$ 16,902

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.

2013-2014 Accomplishments

- ◆ Implemented the Crime Reduction Initiative. *Strategic Goal 1.*
- ◆ Developed and implemented department Strategic Plan. *Strategic Goal 1 & 4.*
- ◆ Reduced violent crimes on Tukwila International Boulevard (TIB). *Strategic Goal 1.*
- ◆ Maintained and strengthened regional partnerships. *Strategic Goal 2.*

2015-2016 Outcome Goals

- ◆ Improve public safety. *Strategic Goal 1.*
- ◆ Effectively manage police department resources. *Strategic Goal 4.*
- ◆ Build a high-performing organization. *Strategic Goal 4.*

2015-2016 Indicators of Success

- ◆ Improve public safety.
 - ◆ Decreased violent crime in the Tukwila International Boulevard corridor.
 - ◆ Decreased incidents of property crimes in residential neighborhoods.
 - ◆ People feel safe living, working, and visiting Tukwila.
- ◆ Effectively manage police department resources.
 - ◆ Officers are adequately equipped to safely perform their law enforcement functions.
 - ◆ Employees are trained to successfully accomplish core skills and contribute to the department's mission and vision.
 - ◆ Citizens see an increased presence of officers in the community.
- ◆ Be a high-performing organization.
 - ◆ Employees are engaged.
 - ◆ Internal processes are efficient.
 - ◆ The community has a positive and professional image of the police.

Budget Changes by Expenditure Type

<i>Police Department</i>							
	01 Salaries	02 Benefits	03 Supplies	04 Prof Svcs	05 Intergov't	06 Capital	Total
2014 Budget	\$ 8,961,291	\$ 2,616,475	\$ 167,050	\$ 1,671,361	\$ 2,053,561	\$ 117,500	\$ 15,587,238
Base Services	(156,345)	379,099	150	339,927	187,000	(117,500)	632,331
Revenue Backed	96,885	34,893	-	-	-	-	131,778
Initiatives	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
2015 Budget	\$ 8,901,831	\$ 3,030,467	\$ 167,200	\$ 2,011,288	\$ 2,240,561	\$ -	\$ 16,351,347
Base Services	242,098	124,184	-	(53,913)	116,150	-	428,520
Revenue Backed	-	-	-	-	-	-	-
Initiatives	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
2016 Budget	\$ 9,143,929	\$ 3,154,652	\$ 167,200	\$ 1,957,375	\$ 2,356,711	\$ -	\$ 16,779,867

Budget Change Percentages

<i>Police Department</i>							
	01 Salaries	02 Benefits	03 Supplies	04 Prof Svcs	05 Intergov't	06 Capital	Total
2015 Changes							
Base Services	-1.7%	14.5%	0.1%	20.3%	9.1%	-100.0%	4.1%
Revenue Backed	1.1%	1.3%	0.0%	0.0%	0.0%	0.0%	0.8%
Initiatives	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Transfers	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
2016 Changes							
Base Services	2.7%	4.1%	0.0%	-2.7%	5.2%	0.0%	2.6%
Revenue Backed	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Initiatives	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Transfers	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

Budget Change Discussion:

Base Services. Budget changes for the Police Department include step increases and COLA increases for salaries, healthcare cost changes and increases in other employee benefits, increase in supplies for meeting meals, increase in services to bring budget in line with actual costs and increases in intergovernmental to bring budget in line with actual costs.

Proposals. Increase in supplies for ammunition.

Expenditure Summary

<i>Police Department</i>							
Expenditures By Program	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % Chg	2015-16 % Chg
Administration	\$ 1,496,028	\$ 1,558,435	\$ 1,704,650	\$ 1,693,705	\$ 1,733,764	-0.64%	2.37%
Patrol	7,706,827	6,980,815	7,062,290	7,168,074	7,359,557	1.50%	2.67%
Special Services	987,862	954,512	1,087,498	1,037,813	1,086,526	-4.57%	4.69%
Investigations	1,448,516	1,713,730	1,827,707	1,891,855	1,885,931	3.51%	-0.31%
Tukwila Anti-Crime	665,624	667,051	923,835	868,291	890,852	-6.01%	2.60%
Professional Standards	429,664	1,424,429	1,229,508	1,968,662	2,031,366	60.12%	3.19%
Training	277,667	264,640	273,491	269,452	272,799	-1.48%	1.24%
Traffic	1,007,504	1,161,571	1,478,259	1,453,494	1,519,072	-1.68%	4.51%
Department Total	\$ 14,019,692	\$ 14,725,183	\$ 15,587,238	\$ 16,351,347	\$ 16,779,867	4.90%	2.62%

<i>Police Department</i>							
Expenditures By Type	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % Chg	2015-16 % Chg
10 Salaries & Wages	\$ 8,170,640	\$ 8,471,763	\$ 8,961,291	\$ 8,901,831	\$ 9,143,929	-0.66%	2.72%
20 Personnel Benefits	2,627,836	2,540,043	2,616,475	3,030,467	3,154,652	15.82%	4.10%
30 Supplies	139,372	195,572	167,050	167,200	167,200	0.09%	0.00%
40 Services	1,506,784	1,649,724	1,671,361	2,011,288	1,957,375	20.34%	-2.68%
50 Intergovt. Svcs & Taxes	1,566,739	1,853,451	2,053,561	2,240,561	2,356,711	9.11%	5.18%
60 Capital Outlays	8,321	14,630	117,500	-	-	0.00%	0.00%
Department Total	\$ 14,019,692	\$ 14,725,183	\$ 15,587,238	\$ 16,351,347	\$ 16,779,867	4.90%	2.62%

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 Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Police Chief	1	1	\$ 151,445	\$ 40,981	1	\$ 154,536	\$ 43,179
Deputy Police Chief	1	1	142,104	40,263	1	144,912	42,436
Police Commander	4	4	509,568	140,557	4	519,744	147,811
Admin Secretary	1	1	71,136	33,282	1	72,552	35,797
Master Police Sergeant	5	3	309,408	104,569	3	315,216	110,687
Police Sergeant	5	8	793,423	255,516	8	814,683	271,046
Master Police Officer	29	24	2,157,884	764,698	24	2,202,728	810,261
Police Officer	29	34	2,780,636	954,407	34	2,892,883	1,018,559
Domestic Violence Advocate	1	1	68,328	26,487	1	70,680	28,629
Service Transport Officer	1	1	60,366	20,321	1	64,839	21,942
Police Records Manager	1	1	97,032	24,690	1	98,952	26,457
Police Records Supervisor	1	1	73,944	27,626	1	75,768	29,713
Police Information Analyst	1	1	78,192	21,111	1	80,064	22,674
Police Records Clerk	8	8	429,584	192,633	8	450,522	209,121
Evidence Technician	1	1	67,440	21,659	1	69,048	23,047
Community Policing Coordinator	1	1	82,512	25,248	1	84,528	27,148
Patrol Admin Assistant	1	1	58,608	30,966	1	60,444	33,430
Prof Standard Admin Specialist	1	1	64,272	25,747	1	65,882	27,717
Retiree Medical			-	279,707		-	225,000
Extra Labor			1,000	-		1,000	-
Overtime			904,949	-		904,949	-
Department Total	92	93	\$ 8,901,831	\$ 3,030,467	93	\$ 9,143,930	\$ 3,154,652

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.

<i>Police Department</i>						
Object Code	Account Name, Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
31.xx	Supplies	\$ 138,983	\$ 195,521	\$ 166,450	\$ 166,600	\$ 166,600
35.xx	Small tools	389	51	600	600	600
Total Supplies		139,372	195,572	167,050	167,200	167,200
Services						
41.xx	Professional services	72,955	71,731	77,875	78,375	78,375
42.xx	Communication	60,521	80,957	90,071	90,071	90,071
43.xx	Travel	44,398	35,130	24,500	32,380	32,380
44.xx	Advertising	-	299	800	1,500	1,500
45.xx	Operating leases	49,653	56,125	103,007	112,007	112,007
45.94	Equipment rental replacement	340,138	427,407	360,607	522,494	452,656
45.95	Equipment rental O&M	484,953	502,567	509,417	675,217	687,474
46.xx	Insurance	225,000	236,250	240,080	240,000	240,000
47.xx	Utilities	-	1,525	-	-	-
48.xx	Repair and maintenance	157,270	159,023	189,343	179,733	183,401
49.xx	Miscellaneous	71,896	78,710	75,661	79,511	79,511
Total Services		1,506,784	1,649,724	1,671,361	2,011,288	1,957,375
Other						
51.xx	Intergovernmental	1,566,739	1,853,448	2,053,561	2,240,561	2,356,711
64.xx	Capital	8,321	14,630	117,500	-	-
Total Supplies, Services, Other		\$3,221,216	\$3,713,375	\$4,009,472	\$4,419,049	\$4,481,286

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>							
Object Description	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
10 Salaries & Wages	\$ 817,566	\$ 839,844	\$ 878,553	\$ 877,400	\$ 894,891	-0.13%	1.99%
20 Personnel Benefits	221,413	243,982	239,047	255,082	269,222	6.71%	5.54%
30 Supplies	30,811	22,799	21,000	24,000	24,000	14.29%	0.00%
40 Services	399,587	421,473	432,650	521,323	529,751	20.50%	1.62%
50 Intergovt. Services & Taxes	18,330	15,707	15,900	15,900	15,900	0.00%	0.00%
60 Capital Outlays	8,321	14,630	117,500	-	-	-100.00%	0.00%
Expenditure Total	\$ 1,496,028	\$ 1,558,435	\$ 1,704,650	\$ 1,693,705	\$ 1,733,764	-0.64%	2.37%

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 Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Police Chief	1	1	\$ 151,445	\$ 40,981	1	\$ 154,536	\$ 43,179
Deputy Police Chief	1	1	142,104	40,263	1	144,912	42,436
Police Commander	4	4	509,568	140,557	4	519,744	147,811
Admin Secretary	1	1	71,136	33,282	1	72,552	35,797
Overtime			3,147	-		3,147	-
Total	7	7	\$ 877,400	\$ 255,082	7	\$ 894,891	\$ 269,222

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 SCORE jail costs, dispatch, and animal control.

<i>Police - Administration</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.10.521.100.31.00	<i>Supplies</i> - Office	\$ 15,524	\$ 22,799	\$ 21,000	\$ 24,000	\$ 24,000
000.10.521.100.31.90	<i>Supplies</i> - Central Supplies	15,288	-	-	-	-
Total Supplies		30,811	22,799	21,000	24,000	24,000
Services						
000.10.521.100.41.00	<i>Prof Svcs</i> - cell phone and pager usage, counseling, infectious disease training, pre-employment testing, COPS Grant	26,724	31,524	24,525	30,025	30,025
000.10.521.100.42.00	<i>Communication</i> - supplies and services	19,918	20,995	14,740	60,171	60,171
000.10.521.100.43.00	<i>Travel</i> - Travel expenses for prof. mtgs & conferences: meals, parking, mileage	9,439	269	1,700	1,000	1,000
000.10.521.100.44.00	<i>Advertising</i> - Job ads	-	299	400	1,100	1,100
000.10.521.100.45.00	<i>Rental</i> - Rentals and lease fees	18,846	22,229	4,500	19,500	19,500
000.10.521.100.45.94	<i>Rental</i> - Equipment Replacement Fund	8,608	20,607	20,607	28,085	32,278
000.10.521.100.45.95	<i>Rental</i> - Equipment Rental O & M	24,043	21,569	15,119	29,993	30,560
000.10.521.100.46.00	<i>Insurance</i> - Insurance allocation to WCIA	225,000	236,250	240,000	240,000	240,000
000.10.521.100.48.00	<i>R&M</i> - Radio repairs and maintenance	9,007	5,977	18,518	6,518	6,518
000.10.521.100.48.01	<i>R&M</i> - Repairs and maintenance for 800 Mhz system assessment	50,804	51,074	60,971	73,361	77,029
000.10.594.215.42.03	<i>Communication</i> - Neighborhood Resource Center	-	-	29,040	29,040	29,040
000.10.521.100.49.00	<i>Misc</i> - Memberships and subscriptions	7,200	10,682	2,530	2,530	2,530
Total Services		399,587	421,473	432,650	521,323	529,751
Intergovernmental						
000.10.521.100.51.00	<i>Intergov't Prof Svcs</i> - VSWAT	18,330	15,707	15,900	15,900	15,900
Total Intergovernmental		18,330	15,707	15,900	15,900	15,900
Other						
000.10.594.100.64.00	<i>Capital</i> - Machinery and equipment	-	-	82,000	-	-
000.10.594.212.64.00	<i>Capital</i> - Machinery and equipment	8,321	14,630	35,500	-	-
Total Other		8,321	14,630	117,500	-	-
Total Supplies, Services and Other		\$ 457,049	\$ 474,610	\$ 587,050	\$ 561,223	\$ 569,651

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>							
Object Description	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
10 Salaries & Wages	\$ 4,383,013	\$ 3,980,945	\$ 3,950,006	\$ 3,639,756	\$ 3,744,978	-7.85%	2.89%
20 Personnel Benefits	1,532,862	1,214,502	1,126,164	1,348,486	1,363,304	19.74%	1.10%
30 Supplies	46,672	45,037	62,150	60,300	60,300	-2.98%	0.00%
40 Services	765,635	729,953	762,970	811,532	813,825	6.36%	0.28%
50 Intergovt. Services & Taxes	978,645	1,010,377	1,161,000	1,308,000	1,377,150	12.66%	5.29%
Expenditure Total	\$ 7,706,827	\$ 6,980,815	\$ 7,062,290	\$ 7,168,074	\$ 7,359,557	1.50%	2.67%

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 Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Master Police Sergeant	0	1	\$ 98,352	\$ 35,226	1	\$ 100,272	\$ 37,330
Police Sergeant	4	3	293,398	102,403	3	302,019	108,880
Master Police Officer	14	7	615,072	220,601	7	627,120	233,901
Police Officer	21	25	2,047,052	679,584	25	2,127,850	724,764
Patrol Admin Assistant	1	1	58,608	30,966	1	60,444	33,430
Overtime			527,274	-		527,274	-
Retiree Medical			-	279,707		-	225,000
Total	40	37	\$ 3,639,756	\$ 1,348,486	37	\$ 3,744,979	\$ 1,363,304

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.

<i>Police - Patrol</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.10.521.220.31.00	<i>Supplies - Office & Operating</i>	\$ 2,438	\$ 5,915	\$ 3,850	\$ -	\$ -
000.10.521.220.31.01	<i>Supplies - Operating</i>	31,003	22,532	42,275	40,950	40,950
000.10.521.220.31.02	<i>Supplies - K-9 Unit</i>	3,372	4,750	2,175	3,500	3,500
000.10.521.220.31.03	<i>Supplies - Explorer Post</i>	41	66	250	250	250
000.10.521.220.31.04	<i>Supplies - Emergency Services Unit</i>	9,005	10,117	10,000	10,000	10,000
000.10.521.220.31.05	<i>Supplies - Civil Disturbance Unit</i>	424	1,606	3,000	5,000	5,000
000.10.521.220.35.00	<i>Small Tools & Equipment - Minor tools</i>	389	51	600	600	600
Total Supplies		46,672	45,037	62,150	60,300	60,300
Services						
000.10.521.220.41.00	<i>Prof Svcs - (2) K-9 dogs vet bills and professional grooming</i>	9,802	3,241	6,000	8,000	8,000
000.10.521.220.42.00	<i>Communication - Cellular phone usage, pager usage, language line services and COPS grant</i>	33,261	50,974	32,000	-	-
000.10.521.220.43.00	<i>Travel - Mileage, parking</i>	7,784	346	-	-	-
000.10.521.220.43.03	<i>Travel - transportation, meals, lodging for Police Explorers</i>	-	-	1,800	-	-
000.10.521.220.45.00	<i>Rental - Operating leases and rentals</i>	-	1,082	50,000	50,000	50,000
000.10.521.220.45.94	<i>Rental - Equipment Replacement Fund</i>	306,878	236,189	236,189	273,009	258,516
000.10.521.220.45.95	<i>Rental - Equipment Rental O & M</i>	309,179	324,853	342,647	386,269	403,055
000.10.521.220.46.03	<i>Insurance - Medical insurance coverage for Police Explorers</i>	-	-	80	-	-
000.10.521.220.48.00	<i>R&M - Quartermaster COPS grant</i>	75,065	80,413	65,404	65,404	65,404
000.10.521.220.48.00	<i>R&M - SRT equipment, uniforms, cell phone repairs, vest replacement, etc.</i>					
000.10.521.220.48.01	<i>R&M - Uniform cleaning for Patrol</i>					
000.10.521.220.49.00	<i>Misc - Memberships and registrations</i>	958	8,042	2,000	2,000	2,000
000.10.521.220.49.03	<i>Misc - BSA Charter, Explorer Academy</i>	-	1,105	1,850	1,850	1,850
	<i>Reg. And annual recruitment open house</i>					
000.10.523.200.41.00	<i>Prof Svcs - Monitoring of Prisoners</i>	22,709	23,708	25,000	25,000	25,000
Total Services		765,635	729,953	762,970	811,532	813,825
Intergovernmental						
000.10.523.600.51.00	<i>Intergov't Prof Svcs - SCORE</i>	881,125	965,288	1,071,000	1,233,000	1,294,650
000.10.539.300.51.00	<i>Intergov't Prof Svcs - Animal Control</i>	97,520	45,089	90,000	75,000	82,500
Total Intergovernmental		978,645	1,010,377	1,161,000	1,308,000	1,377,150
Total Supplies, Services and Other		\$1,790,952	\$1,785,367	\$1,986,120	\$2,179,832	\$2,251,275

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>							
Object Description	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
10 Salaries & Wages	\$ 708,625	\$ 685,130	\$ 763,136	\$ 721,880	\$ 748,626	-5.41%	3.71%
20 Personnel Benefits	227,041	220,917	245,984	269,986	291,953	9.76%	8.14%
30 Supplies	21,130	19,159	19,900	19,900	19,900	0.00%	0.00%
40 Services	31,066	29,307	58,478	26,047	26,047	-55.46%	0.00%
Expenditure Total	\$ 987,862	\$ 954,512	\$ 1,087,498	\$ 1,037,813	\$ 1,086,526	-4.57%	4.69%

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>Police - Special Services</i>							
Position Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Police Records Manager	1	1	\$ 97,032	\$ 24,690	1	\$ 98,952	\$ 26,457
Police Records Supervisor	1	1	73,944	27,626	1	75,768	29,713
Police Information Analyst	1	1	78,192	21,111	1	80,064	22,674
Police Records Specialist	7	7	369,848	174,900	7	389,370	190,063
Evidence Technician	1	1	67,440	21,659	1	69,048	23,047
Extra Labor			1,000	-		1,000	-
Overtime			34,424	-		34,424	-
Total	11	11	\$ 721,880	\$ 269,986	11	\$ 748,626	\$ 291,953

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.

<i>Police - Special Services</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.10.521.230.31.00	<i>Supplies</i> - Office & Operating	\$ 17,215	\$ 15,288	\$ 15,500	\$ 15,500	\$ 15,500
000.10.521.230.31.01	<i>Supplies</i> - Evidence	3,915	3,871	4,400	4,400	4,400
Total Supplies		21,130	19,159	19,900	19,900	19,900
Services						
000.10.521.230.41.00	<i>Prof Svcs</i> - Records destruction, evidence disposition, and translators	4,420	1,713	5,000	3,000	3,000
000.10.521.230.42.00	<i>Communication</i> - Communications services and equipment	6,335	8,482	10,431	-	-
000.10.521.230.42.01	<i>Communication</i> - Pagers and cell phones for Evidence Technician	165	50	860	860	860
000.10.521.230.45.00	<i>Rental</i> - ACCESS terminal, Cole directory and copy machine lease	7,958	4,746	17,187	7,187	7,187
000.10.521.230.48.00	<i>R&M</i> - Repairs and maint. such as safe & lock. Justice maint.. evidence barcoding	10,414	6,913	23,500	13,500	13,500
000.10.521.230.49.00	<i>Misc</i> - Misc. costs for maintaining records and evidence	1,773	7,403	1,500	1,500	1,500
Total Services		31,066	29,307	58,478	26,047	26,047
Total Supplies, Services and Other		\$ 52,195	\$ 48,466	\$ 78,378	\$ 45,947	\$ 45,947

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>							
Object Description	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
10 Salaries & Wages	\$ 1,023,209	\$ 1,142,893	\$ 1,278,057	\$ 1,241,162	\$ 1,268,645	-2.89%	2.21%
20 Personnel Benefits	311,619	356,101	373,860	389,437	413,368	4.17%	6.15%
30 Supplies	4,678	6,831	6,000	7,000	7,000	16.67%	0.00%
40 Services	109,010	207,906	169,790	254,256	196,918	49.75%	-22.55%
Expenditure Total	\$ 1,448,516	\$ 1,713,730	\$ 1,827,707	\$ 1,891,855	\$ 1,885,931	3.51%	-0.31%

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 Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Master Police Sergeant	0	1	\$ 106,320	\$ 33,366	1	\$ 108,264	\$ 35,261
Police Sergeant	2	1	96,885	21,590	1	99,876	22,763
Master Police Officer	8	8	708,764	259,758	8	725,864	275,319
Police Officer	1	1	87,360	30,502	1	89,040	32,339
Domestic Violence Advocate	1	1	68,328	26,487	1	70,680	28,629
Police Records Clerk	1	1	59,736	17,733	1	61,152	19,058
Overtime			113,769	-		113,769	-
Total	13	13	\$ 1,241,162	\$ 389,437	13	\$ 1,268,645	\$ 413,368

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.

<i>Police - Investigaions</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.10.521.210.31.00	<i>Supplies</i> -Office and Operating	\$ 4,678	\$ 6,831	\$ 6,000	\$ 7,000	\$ 7,000
Total Supplies		4,678	6,831	6,000	7,000	7,000
Services						
000.10.521.210.41.00	<i>Prof Svcs</i> - Polygraph, translation and transcription services	5,726	658	4,350	3,350	3,350
000.10.521.210.42.00	<i>Communication</i> - supplies and services	559	170	1,400	-	-
000.10.521.210.43.00	<i>Travel</i> - Parking fees	422	1,326	1,000	5,000	5,000
000.10.521.210.45.00	<i>Rental</i> - Vehicle rentals and leases	9,490	4,308	2,500	2,500	2,500
000.10.521.210.45.94	<i>Rental</i> - Equipment Replacement Fund	8,597	90,420	59,220	120,889	61,351
000.10.521.210.45.95	<i>Rental</i> - Equipment Rental O & M	72,502	92,923	88,820	110,017	112,217
000.10.521.210.47.00	<i>Public Utility</i>	-	1,371	-	-	-
000.10.521.210.48.00	<i>R&M</i> - Shredder & copy machine maintenance and investigation impounds	8,869	12,738	9,000	9,000	9,000
000.10.521.210.49.00	<i>Misc</i> - Unanticipated misc. investigation and DV expenses	2,845	3,993	3,500	3,500	3,500
Total Services		109,010	207,906	169,790	254,256	196,918
Total Supplies, Services and Other		\$ 113,688	\$ 214,737	\$ 175,790	\$ 261,256	\$ 203,918

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>							
Object Description	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
10 Salaries & Wages	\$ 456,274	\$ 451,969	\$ 637,360	\$ 555,287	\$ 564,143	-12.88%	1.59%
20 Personnel Benefits	132,214	126,026	178,276	172,383	182,819	-3.31%	6.05%
30 Supplies	983	-	2,000	2,000	2,000	0.00%	0.00%
40 Services	76,152	89,054	106,199	138,621	141,890	30.53%	2.36%
Expenditure Total	\$ 665,624	\$ 667,051	\$ 923,835	\$ 868,291	\$ 890,852	-6.01%	2.60%

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 - Anti-Crime Team</i>							
Position Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Master Police Sergeant	1	1	\$ 104,736	\$ 35,977	1	\$ 106,680	\$ 38,096
Master Police Officer	3	3	272,592	102,655	3	277,824	108,941
Police Officer	2	1	87,360	33,751	1	89,040	35,781
Overtime			90,599	-		90,599	-
Total	6	5	\$ 555,287	\$ 172,383	5	\$ 564,143	\$ 182,819

Expenditure Detail - Supplies, Services and Other

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

<i>Police - Tukwila Anti-Crime</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.10.521.250.31.00	<i>Supplies</i> - Office & Operating all stations	\$ 983	\$ -	\$ 2,000	\$ 2,000	\$ 2,000
Total Supplies		983	-	2,000	2,000	2,000
Services						
000.10.521.250.42.00	<i>Communication</i> - Cellular phone services	264	-	1,000	-	-
000.10.521.250.43.00	<i>Travel</i> - Mileage, parking, etc	1,132	3,129	-	-	-
000.10.521.250.45.00	<i>Rental</i> - Vehicle rentals and leases	9,416	17,246	26,520	26,520	26,520
000.10.521.250.45.94	<i>Rental</i> - Equipment Replacement Fund	16,055	27,558	27,558	35,726	35,726
000.10.521.250.45.95	<i>Rental</i> - Equipment Rental O & M	39,766	32,376	40,121	65,375	68,644
000.10.521.250.48.00	<i>R&M</i> - Repairs & maintenance of VCR, video printer, cameras, body wire	-	-	1,000	1,000	1,000
000.10.521.250.49.00	<i>Misc</i> - Misc. expenses to include drug expenses, license inspections	9,518	8,745	10,000	10,000	10,000
Total Services		76,152	89,054	106,199	138,621	141,890
Total Supplies, Services and Other		\$ 77,135	\$ 89,054	\$ 108,199	\$ 140,621	\$ 143,890

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>							
Object Description	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
10 Salaries & Wages	\$ 314,338	\$ 1,040,572	\$ 900,660	\$ 1,373,562	\$ 1,417,142	52.51%	3.17%
20 Personnel Benefits	76,983	293,867	295,367	452,652	482,780	53.25%	6.66%
30 Supplies	6,075	22,705	10,300	8,300	8,300	-19.42%	0.00%
40 Services	32,268	67,285	23,181	134,148	123,144	478.70%	-8.20%
Expenditure Total	\$ 429,664	\$ 1,424,429	\$ 1,229,508	\$ 1,968,662	\$ 2,031,366	60.12%	3.19%

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 Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Master Police Sergeant	1	0	\$ -	\$ -	0	\$ -	\$ -
Police Sergeant	1	3	306,255	96,628	3	312,912	102,275
Master Police Officer	1	3	280,512	94,459	3	285,720	99,966
Community Policing Coordinator	1	1	82,512	25,248	1	84,528	27,148
Police Officer	5	7	558,864	210,569	7	586,953	225,675
Prof Standard Admin Specialist	1	1	64,272	25,747	1	65,882	27,717
Overtime			81,147	-		81,147	-
Total	10	15	\$ 1,373,562	\$ 452,652	15	\$ 1,417,142	\$ 482,780

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.

<i>Police - Professional Standards</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.10.521.300.31.00	<i>Supplies</i> - Office & Operating	\$ 3,320	\$ 18,677	\$ 6,300	\$ 4,300	\$ 4,300
000.10.521.300.31.01	<i>Supplies</i> - Dare	2,756	4,028	4,000	4,000	4,000
Total Supplies		6,075	22,705	10,300	8,300	8,300
Services						
000.10.521.300.42.00	<i>Communication</i> - Communication Services	-	12	-	-	-
000.10.521.300.43.00	<i>Travel</i> - Mileage, parking	-	65	-	-	-
000.10.521.300.44.00	<i>Advertising</i> - Ads	-	-	400	400	400
000.10.521.300.45.00	<i>Rental</i> - Equipment lease for copier, fax, scanner, etc.	1,481	1,198	1,100	1,100	1,100
000.10.521.300.45.94	<i>Rental</i> - Equipment Replacement Fund	-	36,969	1,369	48,159	48,159
000.10.521.300.45.95	<i>Rental</i> - Equipment Rental O & M	30,162	25,927	14,472	74,799	63,795
000.10.521.300.47.00	<i>Public Utility</i> - Surface water chgs	-	154	-	-	-
000.10.521.300.48.00	R&M - Misc repairs and maintenance	306	368	1,000	1,000	1,000
000.10.521.300.49.00	<i>Misc</i> - Crime Free Multi-Housing prnt supplies, drill team equip, RSO notifications	319	2,592	4,840	8,690	8,690
Total Services		32,268	67,285	23,181	134,148	123,144
Total Supplies, Services and Other		\$ 38,343	\$ 89,990	\$ 33,481	\$ 142,448	\$ 131,444

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>							
Object Description	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
10 Salaries & Wages	\$ 137,048	\$ 85,117	\$ 111,626	\$ 105,323	\$ 107,075	-5.65%	1.66%
20 Personnel Benefits	34,662	22,806	32,474	28,358	29,953	-12.68%	5.63%
30 Supplies	25,081	76,098	41,100	41,100	41,100	0.00%	0.00%
40 Services	80,876	80,619	88,291	94,671	94,671	7.23%	0.00%
Expenditure Total	\$ 277,667	\$ 264,640	\$ 273,491	\$ 269,452	\$ 272,799	-1.48%	1.24%

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 - Training</i>							
Position Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Master Police Officer	1	1	\$ 94,176	\$ 28,358	1	\$ 95,928	\$ 29,953
Overtime			11,147	-		11,147	-
Total	1	1	\$ 105,323	\$ 28,358	1	\$ 107,075	\$ 29,953

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.

<i>Police - Training</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.10.521.400.31.00	<i>Supplies - Office & Operating</i>	\$ 25,081	\$ 76,098	\$ 41,100	\$ 41,100	\$ 41,100
Total Supplies		25,081	76,098	41,100	41,100	41,100
Services						
000.10.521.400.41.00	<i>Prof Svcs - SRT, CDU, TB, DV, etc. instructors</i>	3,574	10,888	13,000	9,000	9,000
000.10.521.400.42.00	<i>Communication - Postage</i>	18	275	-	-	-
000.10.521.400.43.00	<i>Travel - Travel expenses for training for all divisions</i>	25,621	29,995	20,000	26,380	26,380
000.10.521.400.45.00	<i>Rental - Equipment rentals and leases</i>	2,379	3,263	1,200	5,200	5,200
000.10.521.400.48.00	<i>R&M - Repairs and maintenance for training</i>	-	51	5,150	5,150	5,150
000.10.521.400.49.00	<i>Misc - Registrations for department training</i>	49,283	36,148	48,941	48,941	48,941
Total Services		80,876	80,619	88,291	94,671	94,671
Total Supplies, Services and Other		\$ 105,957	\$ 156,717	\$ 129,391	\$ 135,771	\$ 135,771

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>							
Object Description	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
10 Salaries & Wages	\$ 330,567	\$ 245,294	\$ 441,893	\$ 387,461	\$ 398,429	-12.32%	2.83%
20 Personnel Benefits	91,041	61,842	125,303	114,082	121,253	-8.95%	6.29%
30 Supplies	3,940	2,944	4,600	4,600	4,600	0.00%	0.00%
40 Services	12,191	24,126	29,802	30,690	31,129	2.98%	1.43%
50 Intergovt. Services & Taxes	569,765	827,364	876,661	916,661	963,661	4.56%	5.13%
Expenditure Total	\$ 1,007,504	\$ 1,161,571	\$ 1,478,259	\$ 1,453,494	\$ 1,519,072	-1.68%	4.51%

Expenditure Detail - Salaries and Benefits

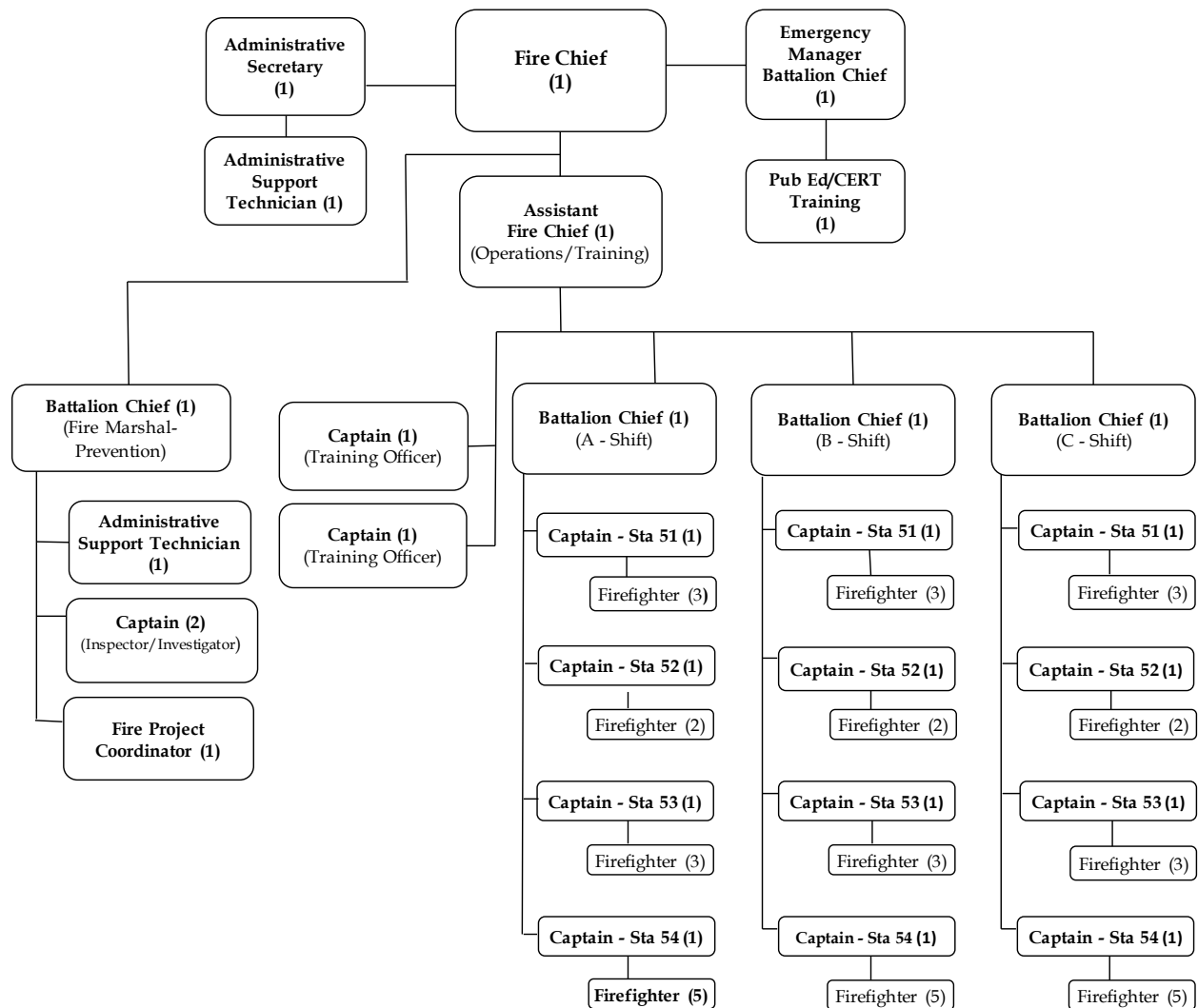
<i>Police - Traffic</i>							
Position Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Police Sergeant	1	1	\$ 96,885	\$ 34,894	1	\$ 99,876	\$ 37,129
Master Police Officer	2	2	186,768	58,867	2	190,272	62,182
Service Transport Officer	1	1	60,366	20,321	1	64,839	21,942
Overtime			43,442	-		43,442	-
Total	4	4	\$ 387,461	\$ 114,082	4	\$ 398,429	\$ 121,253

Expenditure Detail - Supplies, Services and Other

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

<i>Police - Traffic</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies 000.10.521.700.31.00	<i>Supplies - Office & Operating</i>	\$ 3,940	\$ 2,944	\$ 4,600	\$ 4,600	\$ 4,600
Total Supplies		3,940	2,944	4,600	4,600	4,600
Services 000.10.521.700.42.00	<i>Communication - Pager and cellular phone services</i>	-	-	600	-	-
000.10.521.700.45.00	<i>Rental - Copier</i>	83	2,054	-	-	-
000.10.521.700.45.94	<i>Rental - Equipment Replacement Fund</i>	-	15,664	15,664	16,626	16,626
000.10.521.700.45.95	<i>Rental - Equipment Rental O & M</i>	9,303	4,919	8,238	8,764	9,203
000.10.521.700.48.00	<i>R&M - Radar repair & certification, and quartermaster replacement</i>	2,805	1,489	4,800	4,800	4,800
000.10.521.700.49.00	<i>Misc - supplies for traffic unit</i>	-	-	500	500	500
Total Services		12,191	24,126	29,802	30,690	31,129
Intergovernmental 000.10.528.600.51.00	<i>Intergov't Prof Svcs - Valley Comm</i>	569,765	827,364	876,661	916,661	963,661
Total Intergovernmental		569,765	827,364	876,661	916,661	963,661
Total Supplies, Services and Other		\$ 585,896	\$ 854,434	\$ 911,063	\$ 951,951	\$ 999,390

Fire Department



DEPARTMENT: Fire (11)**FUND:** General**RESPONSIBLE MANAGER:** Chris Flores**FUND NUMBER:** 000**POSITION:** Interim 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.

2013-2014 Accomplishments

- ◆ Assisted Police and other agencies in preparing for the Boulevard Operation, and specifically supported the operation through the provision of assistance in the planning, operations, and logistics sections. *Strategic Goal 1, 4, and 5.*
- ◆ Provided human and equipment resources for the SR-530 Slide response in Oso Washington. Services provided to Snohomish County included command and EOC staff functions, communications functions, and operational functions. *Strategic Goal 4 and 5.*
- ◆ Emergency Management worked collaboratively with the Tukwila School District to assist them with their emergency management plan. *Strategic Goal 1, 2, 4, and 5.*
- ◆ The department began participation in the Joint Apprenticeship Training Committee. This program is sponsored and recognized by Washington Department of Labor and Industries. It is a three year training program that is entered into by all new employees. *Strategic Goal 1, 2, 4, and 5.*
- ◆ Implemented the utilization of pipeline employees for the purposes of reducing overtime related to long term vacancies and for the purpose of reducing disruptions in operational continuity. *Strategic Goal 4.*

2015-2016 Outcome Goals

- ◆ Participate in and collaborate with the committee assigned to explore annexation discussions with the Kent Regional Fire Authority. *Strategic Goal 1, 2, 4, and 5.*
- ◆ Sustain 2013-2014 levels of service in the areas of emergency response, fire prevention, public education, city government emergency/disaster preparedness and community emergency/disaster preparedness. *Strategic Goal 1, 2, 3, 4, and 5.*
- ◆ Implement Fire Marshal's/Fire Prevention Bureau utilization of the TRAKiT system. Reduce or eliminate the backlog of company level inspections. *Strategic Goal 1, 3, 4, and 5.*
- ◆ Meet state and national training laws and standards through participation in the South King County Training Consortium. *Strategic Goal 1, 2, 4, and 5.*

2015-2016 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.

Budget Changes by Expenditure Type

<i>Fire Department</i>							
	01 Salaries	02 Benefits	03 Supplies	04 Services	05 Intergov't	06 Capital	Total
2014 Budget	\$ 7,143,575	\$ 1,693,597	\$ 251,545	\$ 1,296,476	\$ 137,061	\$ -	\$ 10,522,254
Base Services	(1,435)	584,627	(21,800)	(341,738)	17,939	-	237,594
Revenue Backed	-	-	-	-	-	-	-
Initiatives	-	-	137,000	-	-	-	137,000
Transfers	-	-	-	60,000	-	-	60,000
2015 Budget	\$ 7,142,140	\$ 2,278,224	\$ 366,745	\$ 1,014,738	\$ 155,000	\$ -	\$ 10,956,848
Base Services	142,717	48,404	-	(2,470)	11,000	-	199,650
Revenue Backed	-	-	-	-	-	-	-
Initiatives	-	-	(137,000)	-	-	-	(137,000)
Transfers	-	-	-	-	-	-	-
2016 Budget	\$ 7,284,857	\$ 2,326,628	\$ 229,745	\$ 1,012,268	\$ 166,000	\$ -	\$ 11,019,498

Budget Change Percentages

<i>Fire Department</i>							
	01 Salaries	02 Benefits	03 Supplies	04 Services	05 Intergov't	06 Capital	Total
2015 Changes							
Base Services	0.0%	34.5%	-8.7%	-26.4%	13.1%	0.0%	2.3%
Revenue Backed	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Initiatives	0.0%	0.0%	54.5%	0.0%	0.0%	0.0%	1.3%
Transfers	0.0%	0.0%	0.0%	4.6%	0.0%	0.0%	0.6%
2016 Changes							
Base Services	2.0%	2.1%	0.0%	-0.2%	7.1%	0.0%	1.8%
Revenue Backed	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Initiatives	0.0%	0.0%	-37.4%	0.0%	0.0%	0.0%	-1.3%
Transfers	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

Budget Change Discussion:

Base Services. Budget changes include step and COLA increases, reinstatement of LEOFF 1 Retiree health funding, reduction of replacement cost in response to fire service study, decrease in costs for debt for two pumpers purchased, and increases in interlocal charges for dispatch and radio services.

Transfers. Budget for City-wide radio replacement was transferred into the department from the Public Works Department.

Expenditure Summary

<i>Fire Department</i>							
Expenditures By Program	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % Chg	2015-16 % Chg
Administration	\$ 675,259	\$ 834,054	\$ 780,328	\$ 748,812	\$ 772,210	-4.04%	3.12%
Suppression	7,992,691	8,119,818	7,919,250	8,435,891	8,421,307	6.52%	-0.17%
Prevention & Investigation	718,600	721,553	715,040	706,934	727,350	-1.13%	2.89%
Training	325,667	364,764	391,111	389,380	397,402	-0.44%	2.06%
Facilities	99,476	111,490	110,860	110,860	110,860	0.00%	0.00%
Special Operations	53,304	72,245	84,179	60,537	61,351	-28.09%	1.34%
Emergency Preparedness	270,433	310,404	332,591	315,108	328,352	-5.26%	4.20%
Ambulance/Rescue/Aid	340,964	174,582	188,895	189,325	200,666	0.23%	5.99%
Department Total	\$10,476,394	\$10,708,909	\$10,522,254	\$10,956,848	\$11,019,498	4.13%	0.57%

<i>Fire Department</i>							
Expenditures By Type	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % Chg	2015-16 % Chg
10 Salaries & Wages	\$ 7,181,486	\$ 7,422,515	\$ 7,143,575	\$ 7,142,140	\$ 7,284,857	-0.02%	2.00%
20 Personnel Benefits	1,929,691	1,739,812	1,693,597	2,278,224	2,326,628	34.52%	2.12%
30 Supplies	214,173	312,563	251,545	366,745	229,745	45.80%	-37.36%
40 Services	846,265	1,044,832	1,296,476	1,014,738	1,012,268	-21.73%	-0.24%
50 Intergovt. Svcs & Taxes	304,778	129,354	137,061	155,000	166,000	13.09%	7.10%
60 Capital Outlays	-	59,832	-	-	-	0.00%	0.00%
Department Total	\$10,476,394	\$10,708,909	\$10,522,254	\$10,956,848	\$11,019,498	4.13%	0.57%

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>Fire Department</i>							
Position Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Fire Chief	1	1	\$ 124,560	\$ 32,464	1	\$ 132,787	\$ 34,678
Assistant Fire Chief	1	1	139,218	32,875	1	142,002	35,093
Administrative Secretary	1	1	72,037	27,204	1	73,752	29,286
Admin Support Technician	1	1	56,424	24,342	1	57,816	26,203
Fire Battalion Chief	5	5	624,603	139,548	5	636,093	149,013
Fire Captain	16	16	1,752,705	441,946	16	1,788,507	472,751
Firefighter	39	39	3,513,687	1,055,941	39	3,585,632	1,131,097
Fire Project Coordinator	1	1	90,888	36,193	1	93,120	38,966
Admin Support Technician	1	1	57,624	17,536	1	59,016	18,836
CERT Trainer	1	1	75,250	27,870	1	80,988	30,707
Holiday Pay			200,286	-		200,286	-
Retiree Medical			-	440,805		-	360,000
Overtime			434,858	-		434,858	-
Department Total	67	67	\$ 7,142,140	\$ 2,278,224	67	\$ 7,284,857	\$ 2,326,628

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.

<i>Fire Department</i>						
Object Code	Account Name, Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
31.xx	Supplies	\$ 183,779	\$ 271,109	\$ 213,277	\$ 226,477	\$ 191,477
35.xx	Small tools	30,394	41,455	38,268	140,268	38,268
Total Supplies		214,173	312,563	251,545	366,745	229,745
Services						
41.xx	Professional services	36,635	61,921	94,000	56,000	56,000
42.xx	Communication	22,088	25,755	32,170	32,170	32,170
43.xx	Travel	4,012	5,579	7,000	7,000	7,000
45.xx	Operating leases	5,356	113,807	109,800	3,800	3,800
45.94	Equipment rental replacement	35,813	112,053	112,053	-	-
45.95	Equipment rental O&M	477,661	425,936	353,038	533,613	531,143
46.xx	Insurance	90,000	94,500	90,000	90,000	90,000
47.xx	Utilities	73,116	73,385	73,360	73,360	73,360
48.xx	Repair and maintenance	67,685	56,693	307,181	103,921	103,921
49.xx	Miscellaneous	33,898	75,203	117,874	114,874	114,874
Total Services		846,265	1,044,832	1,296,476	1,014,738	1,012,268
Other						
51.xx	Intergovernmental	304,778	129,354	137,061	155,000	166,000
64.xx	Capital	-	59,832	-	-	-
Total Supplies, Services, Other		\$ 1,365,217	\$ 1,546,581	\$ 1,685,082	\$ 1,536,483	\$ 1,408,013

DEPARTMENT: Fire (11)
FUND: General
RESPONSIBLE MANAGER: Chris Flores

DIVISION: Administration
FUND NUMBER: 000
POSITION: Interim Fire Chief

Description

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

Expenditure Summary

<i>Fire - Administration</i>							
Expenditures	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
10 Salaries & Wages	\$ 408,210	\$ 472,589	\$ 434,984	\$ 392,739	\$ 406,858	-9.71%	3.60%
20 Personnel Benefits	97,635	100,130	103,902	116,885	125,259	12.50%	7.16%
30 Supplies	12,147	19,535	8,877	8,877	8,877	0.00%	0.00%
40 Services	157,267	181,967	232,565	230,311	231,216	-0.97%	0.39%
60 Capital Outlays	-	59,832	-	-	-	0.00%	0.00%
Expenditure Total	\$ 675,259	\$ 834,054	\$ 780,328	\$ 748,812	\$ 772,210	-4.04%	3.12%

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 Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Fire Chief	1	1	\$ 124,560	\$ 32,464	1	\$ 132,787	\$ 34,678
Assistant Fire Chief	1	1	139,218	32,875	1	142,002	35,093
Administrative Secretary	1	1	72,037	27,204	1	73,752	29,286
Admin Support Technician	1	1	56,424	24,342	1	57,816	26,203
Overtime			500	-		500	-
Administration Total	4	4	\$ 392,739	\$ 116,885	4	\$ 406,858	\$ 125,259

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.

<i>Fire - Administration</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.11.522.100.31.00	<i>Supplies</i> - Office	\$ 6,537	\$ 7,961	\$ -	\$ -	\$ -
000.11.522.100.31.01	<i>Supplies</i> - Operating	4,679	11,574	8,877	8,877	8,877
000.11.522.100.31.90	<i>Supplies</i> - Central Supplies	931	-	-	-	-
Total Supplies		12,147	19,535	8,877	8,877	8,877
Services						
000.11.522.100.41.00	<i>Prof Svcs</i> - Trakit	-	-	50,000	-	-
000.11.522.100.42.00	<i>Communication</i> -Telephones, cell phones, fax, postage, reproduction for misc. brochures	10,995	15,756	23,170	23,170	23,170
000.11.522.100.43.00	<i>Travel</i> -Lodging, mileage, and meals for conferences and administrative staff trng	10	22	2,250	2,250	2,250
000.11.522.100.45.00	<i>Rental</i> - Office machines rentals/leases	5,356	7,626	3,800	3,800	3,800
000.11.522.100.45.94	<i>Rental</i> - Equipment Replacement Fund	7,436	12,661	12,661	-	-
000.11.522.100.45.95	<i>Rental</i> -Equipment Rental O & M	17,641	18,108	17,680	18,087	18,992
000.11.522.100.46.00	<i>Insurance</i> - WCIA liability costs	90,000	94,500	90,000	90,000	90,000
000.11.522.100.48.01	<i>R&M</i> - MHz & Wireless Radios serviced by Valley Com and new portable radios	16,683	30,327	20,121	80,121	80,121
000.11.522.100.48.02	<i>R&M</i> - Copier repair and maintenance	1,091	-	300	300	300
000.11.522.100.49.00	<i>Misc</i> -Magazine subscriptions, Fire Engineering, professional memberships: NFPA, IAFC, KCFCA, WSAFC; tuition and registrations	8,055	2,968	12,583	12,583	12,583
Total Services		157,267	181,967	232,565	230,311	231,216
Other						
000.11.594.260.64.00	<i>Capital</i> - Machinery and equipment	-	41,335	-	-	-
000.11.594.600.64.00	<i>Capital</i> - Machinery and equipment	-	18,497	-	-	-
Total Other		-	59,832	-	-	-
Total Supplies, Services and Other		\$ 169,414	\$ 261,335	\$ 241,442	\$ 239,188	\$ 240,093

DEPARTMENT: Fire (11)**FUND:** General**RESPONSIBLE MANAGER:** Chris Flores**DIVISION:** Suppression**FUND NUMBER:** 000**POSITION:** Interim 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>							
Object Description	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
10 Salaries & Wages	\$ 5,839,931	\$ 6,004,278	\$ 5,726,646	\$ 5,758,741	\$ 5,863,554	0.56%	1.82%
20 Personnel Benefits	1,620,121	1,426,115	1,355,782	1,915,323	1,939,005	41.27%	1.24%
30 Supplies	95,856	152,784	116,100	238,100	101,100	105.08%	-57.54%
40 Services	436,784	536,641	720,722	523,728	517,648	-27.33%	-1.16%
Expenditure Total	\$ 7,992,691	\$ 8,119,818	\$ 7,919,250	\$ 8,435,891	\$ 8,421,307	6.52%	-0.17%

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>Fire - Suppression</i>							
Position Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Fire Battalion Chief	3	3	\$ 369,759	\$ 79,297	3	\$ 376,703	\$ 84,702
Fire Captain	12	12	1,300,650	339,279	12	1,326,574	363,206
Firefighter	39	39	3,513,687	1,055,941	39	3,585,632	1,131,097
Overtime			374,358	-		374,358	-
Holiday Pay			200,286	-		200,286	-
Retiree Medical			-	440,805		-	360,000
Suppression Total	54	54	\$ 5,758,741	\$ 1,915,323	54	\$ 5,863,554	\$ 1,939,005

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.

<i>Fire - Suppression</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.11.522.200.31.00	<i>Supplies</i> -Office and Operating	\$ -	\$ 2,574	\$ -	\$ -	\$ -
000.11.522.200.31.01	<i>Supplies</i> - Operating	50,363	81,130	70,000	55,000	55,000
000.11.522.200.31.02	<i>Supplies</i> - Fire Equipment	126	661	-	-	-
000.11.522.200.31.03	<i>Supplies</i> - Explorer Post	2,081	1,971	2,500	2,500	2,500
000.11.522.200.31.04	<i>Supplies</i> - New Employee Costs	9,059	8,523	10,000	10,000	10,000
000.11.522.200.31.05	<i>Supplies</i> - Airpack Replacements	542	15,743	10,600	45,600	10,600
000.11.522.200.31.06	<i>Supplies</i> - Safety/Health	11,883	2,991	11,000	11,000	11,000
000.11.522.200.31.90	<i>Supplies</i> - Central	688	-	-	-	-
000.11.522.200.35.00	<i>Supplies</i> - Small Tools & Minor Equipment	21,114	39,190	12,000	114,000	12,000
Total Supplies		95,856	152,784	116,100	238,100	101,100
Services						
000.11.522.200.41.00	<i>Prof Svcs</i> - Air samples and svcs	727	32,022	4,000	4,000	4,000
000.11.522.200.41.02	<i>Prof Svcs</i> - Hazmat physicals, hearing tests, TB & Hep B testing	2,712	1,763	8,000	8,000	8,000
000.11.522.200.41.03	<i>Prof Svcs</i> - Fire extinguisher service	-	-	-	12,000	12,000
000.11.522.200.41.04	<i>Prof Svcs</i> - New employee costs: medical physicals, psychological testing, recruit academy tuition	2,247	2,638	2,500	2,500	2,500
000.11.522.200.41.06	<i>Prof Svcs</i> - Medical services	1,065	-	-	-	-
000.11.522.200.42.00	<i>Communication</i> - Language line	654	55	-	-	-
000.11.522.200.45.00	<i>Rental</i> - Office machines rentals/leases	-	1,700	-	-	-
000.11.522.200.45.01	<i>Rental</i> - Fire Hydrant	-	103,680	106,000	-	-
000.11.522.200.45.94	<i>Rental</i> - Equipment Replacement Fund	3,846	13,527	13,527	-	-
000.11.522.200.45.95	<i>Rental</i> -Equipment Rental O & M	406,261	334,944	280,644	454,437	448,357
000.11.522.200.48.01	<i>R&M</i> - Repairs & maint. for bunker gear, exercise equipment, and portable radios	16,116	21,182	20,000	20,000	20,000
000.11.522.200.48.02	<i>R&M</i> - Debt service for 2 new fire engines	1,775	-	263,260	-	-
000.11.522.200.49.00	<i>Misc</i> - Subscriptions, RMS CAD interface fees, tuition and registrations	717	5,037	2,000	2,000	2,000
000.11.522.200.49.03	<i>Misc</i> - Explorer Post	-	325	-	-	-
000.11.522.200.49.05	<i>Misc</i> - Uniform cleaning	663	19,769	20,791	20,791	20,791
Total Services		436,784	536,641	720,722	523,728	517,648
Total Supplies, Services and Other		\$ 532,640	\$ 689,425	\$ 720,722	\$ 523,728	\$ 618,748

DEPARTMENT: Fire (11)**FUND:** General**RESPONSIBLE MANAGER:** Chris Flores**DIVISION:** Fire Prevention**FUND NUMBER:** 000**POSITION:** Interim 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>							
Object Description	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
10 Salaries & Wages	\$ 552,959	\$ 513,516	\$ 528,828	\$ 528,915	\$ 540,412	0.02%	2.17%
20 Personnel Benefits	116,251	108,209	120,819	136,360	144,320	12.86%	5.84%
30 Supplies	9,831	37,830	11,000	9,000	9,000	-18.18%	0.00%
40 Services	39,558	62,000	54,393	32,660	33,618	-39.96%	2.93%
Expenditure Total	\$ 718,600	\$ 721,553	\$ 715,040	\$ 706,934	\$ 727,350	-1.13%	2.89%

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 Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Fire Battalion Chief	1	1	\$ 126,564	\$ 30,985	1	\$ 128,820	\$ 33,024
Fire Captain	2	2	223,839	50,145	2	229,457	53,494
Fire Project Coordinator	1	1	90,888	36,193	1	93,120	38,966
Admin Support Technician	1	1	57,624	17,536	1	59,016	18,836
Overtime			30,000	-		30,000	-
Prevention Total	5	5	\$ 528,915	\$ 136,360	5	\$ 540,412	\$ 144,320

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.

<i>Fire - Prevention & Investigation</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.11.522.300.31.00	<i>Supplies</i> - Office & Operating	\$ -	\$ 13,049	\$ -	\$ -	\$ -
000.11.522.300.31.01	<i>Supplies</i> - Operating	9,611	24,781	11,000	9,000	9,000
000.11.522.300.31.90	<i>Supplies</i> - Central	221	-	-	-	-
Total Supplies		9,831	37,830	11,000	9,000	9,000
Services						
000.11.522.300.41.00	<i>Prof Svcs</i> - Convert plans to CD storage	80	500	5,000	5,000	5,000
000.11.522.300.42.00	<i>Communication</i> - Telecom services	748	563	-	-	-
000.11.522.300.43.00	<i>Travel</i> - Lodging, mileage, meals for fire prevention/investigation classes	1,511	1,221	1,500	1,500	1,500
000.11.522.300.45.94	<i>Rental</i> -Equipment Replacement Fund	5,880	22,645	22,645	-	-
000.11.522.300.45.95	<i>Rental</i> -Equipment Rental O & M	25,815	25,012	18,248	19,160	20,118
000.11.522.300.48.00	<i>R&M</i> - Annual maintenance	-	544	-	-	-
000.11.522.300.49.00	<i>Misc</i> - Registrations for classes, subscriptions, memberships	4,523	10,628	6,000	6,000	6,000
000.11.522.300.49.08	<i>Misc</i> - PPI credit card fees	1,001	887	1,000	1,000	1,000
Total Services		39,558	62,000	54,393	32,660	33,618
Total Supplies, Services and Other		\$ 49,389	\$ 99,829	\$ 65,393	\$ 41,660	\$ 42,618

DEPARTMENT: Fire (11)
FUND: General
Responsible Manager: Chris Flores

DIVISION: Training
FUND NUMBER: 000
Position: Interim 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>							
Object Description	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
10 Salaries & Wages	\$ 227,513	\$ 237,010	\$ 238,110	\$ 248,216	\$ 252,476	4.24%	1.72%
20 Personnel Benefits	53,262	54,979	53,557	52,521	56,051	-1.93%	6.72%
30 Supplies	7,279	1,938	5,500	8,500	8,500	54.55%	0.00%
40 Services	37,613	70,838	93,944	80,143	80,376	-14.69%	0.29%
Expenditure Total	\$ 325,667	\$ 364,764	\$ 391,111	\$ 389,380	\$ 397,402	-0.44%	2.06%

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 Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Fire Battalion Chief	0	-	\$ -	\$ -	-	\$ -	\$ -
Captain	2	2	228,216	52,521	2	232,476	56,051
Overtime			20,000	-		20,000	-
Training Total	2	2	\$ 248,216	\$ 52,521	2	\$ 252,476	\$ 56,051

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	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.11.522.400.31.00	<i>Supplies</i> - Office & Operating	\$ 340	\$ 747	\$ -	\$ -	\$ -
000.11.522.400.31.01	<i>Supplies</i> - Operating	6,886	1,191	5,500	5,500	5,500
000.11.522.400.31.44	<i>Supplies</i> - Training	-	-	-	3,000	3,000
000.11.522.400.31.90	<i>Supplies</i> - Central	53	-	-	-	-
Total Supplies		7,279	1,938	5,500	8,500	8,500
Services						
000.11.522.400.41.00	<i>Prof Svcs</i> - CBT instructor fees, Outside training instructors, emergency vehicle driving cert., other prof. svcs	12,994	5,270	4,500	4,500	4,500
000.11.522.400.42.00	<i>Communication</i> - Telecom services	349	1,120	-	-	-
000.11.522.400.43.00	<i>Travel</i> - Lodging, mileage, and meals for training division classes	612	2,073	2,000	2,000	2,000
000.11.522.400.45.01	<i>Rental</i> - Honey buckets	-	801	-	-	-
000.11.522.400.45.94	<i>Rental</i> -Equipment Replacement Fund	5,081	14,722	14,722	-	-
000.11.522.400.45.95	<i>Rental</i> -Equipment Rental O & M	7,440	15,269	7,722	11,643	11,876
000.11.522.400.49.00	<i>Misc</i> - Tuition, registrations, memberships, ham radio testing	11,137	26,971	47,000	47,000	47,000
000.11.522.400.49.44	<i>Misc</i> - Education training - contract	-	4,612	18,000	15,000	15,000
Total Services		37,613	70,838	93,944	80,143	80,376
Total Supplies, Services and Other		\$ 44,892	\$ 72,775	\$ 99,444	\$ 88,643	\$ 88,876

DEPARTMENT: Fire (11)**FUND:** General**RESPONSIBLE MANAGER:** Chris Flores**DIVISION:** Facilities**FUND NUMBER:** 000**POSITION:** Interim 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>							
Object Description	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
30 Supplies	\$ 22,026	\$ 31,500	\$ 28,500	\$ 28,500	\$ 28,500	0.00%	0.00%
40 Services	77,450	79,989	82,360	82,360	82,360	0.00%	0.00%
Expenditure Total	\$ 99,476	\$ 111,490	\$ 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.

<i>Fire - Facilities</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.11.522.500.31.00	<i>Supplies</i> - Office & Operating all stations	\$ -	\$ 20,856	\$ 28,500	\$ 28,500	\$ 28,500
000.11.522.500.31.01	<i>Supplies</i> - Station 51	12,248	10,211	-	-	-
000.11.522.500.31.02	<i>Supplies</i> - Station 52	1,259	138	-	-	-
000.11.522.500.31.03	<i>Supplies</i> - Station 53	4,239	-	-	-	-
000.11.522.500.31.04	<i>Supplies</i> - Station 54	4,280	295	-	-	-
Total Supplies		22,026	31,500	28,500	28,500	28,500
Services						
000.11.522.500.42.01	<i>Communication</i> - Station 51 telephone and alarm service	1,277	804	2,000	2,000	2,000
000.11.522.500.42.02	<i>Communication</i> - Station 52 telephone and alarm service	-	141	1,000	1,000	1,000
000.11.522.500.42.03	<i>Communication</i> - Station 53 telephone and alarm service	286	590	1,000	1,000	1,000
000.11.522.500.42.04	<i>Communication</i> - Station 54 telephone and alarm service	1,082	282	5,000	5,000	5,000
000.11.522.500.47.01	<i>Public Utility</i> - Station 51 electricity	20,539	21,908	22,200	22,200	22,200
000.11.522.500.47.02	<i>Public Utility</i> - Station 52 electricity	5,695	3,173	6,000	6,000	6,000
000.11.522.500.47.03	<i>Public Utility</i> - Station 51 water, sewer, and surface water	10,200	10,573	7,300	7,300	7,300
000.11.522.500.47.04	<i>Public Utility</i> - Station 52 water, sewer, and surface water	3,935	3,647	3,550	3,550	3,550
000.11.522.500.47.07	<i>Public Utility</i> - Station 51 natural gas	7,250	6,338	7,100	7,100	7,100
000.11.522.500.47.08	<i>Public Utility</i> - Station 52 natural gas	2,515	4,656	3,000	3,000	3,000
000.11.522.500.47.09	<i>Public Utility</i> - Station 53 electricity	4,815	5,013	4,100	4,100	4,100
000.11.522.500.47.11	<i>Public Utility</i> - Station 53 natural gas	4,119	3,614	4,560	4,560	4,560
000.11.522.500.47.12	<i>Public Utility</i> - Station 54 water, sewer, and surface water	2,660	2,744	3,000	3,000	3,000
000.11.522.500.47.14	<i>Public Utility</i> - Station 54 electricity	2,970	3,770	4,000	4,000	4,000
000.11.522.500.47.15	<i>Public Utility</i> - Station 54 natural gas	3,912	3,811	4,500	4,500	4,500
000.11.522.500.47.16	<i>Public Utility</i> - Station 53 water, sewer, and surface water	4,506	4,138	4,050	4,050	4,050
000.11.522.500.48.01	<i>R&M</i> - Station 51	592	4,412	-	-	-
000.11.522.500.48.04	<i>R&M</i> - Station 54	274	229	-	-	-
000.11.522.500.49.00	<i>Misc</i> - Alarm services	824	147	-	-	-
Total Services		77,450	79,989	82,360	82,360	82,360
Total Supplies, Services and Other		\$ 99,476	\$ 111,490	\$ 110,860	\$ 110,860	\$ 110,860

DEPARTMENT: Fire (11)
FUND: General
RESPONSIBLE MANAGER: Chris Flores

DIVISION: Special Operations
FUND NUMBER: 000
POSITION: Interim 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>							
Object Description	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
30 Supplies	\$ 13,147	\$ 10,645	\$ 15,000	\$ 15,000	\$ 15,000	0.00%	0.00%
40 Services	40,157	61,600	69,179	45,537	46,351	-34.18%	1.79%
Expenditure Total	\$ 53,304	\$ 72,245	\$ 84,179	\$ 60,537	\$ 61,351	-28.09%	1.34%

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.

<i>Fire - Special Operations</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies - Special Operations						
000.11.522.601.31.00	Supplies - Office & Operating	\$ 6,214	\$ 4,885	\$ 8,000	\$ 8,000	\$ 8,000
000.11.522.601.35.00	Supplies - Small Tools & Minor Equipment	975	-	1,000	1,000	1,000
Supplies - Rescue Team						
000.11.522.602.31.00	Supplies - Office & Operating	4,285	5,305	5,000	5,000	5,000
000.11.522.602.35.00	Small Tools & Minor Equipment	1,673	455	1,000	1,000	1,000
Total Supplies		13,147	10,645	15,000	15,000	15,000
Services - Special Operations						
000.11.522.601.41.01	Prof Svcs - Annual recycling event	16,810	16,836	20,000	20,000	20,000
000.11.522.601.43.00	Travel - Lodging, meals, and mileage for hazmat related training	-	-	750	750	750
000.11.522.601.45.94	Rental - Equipment Replacement Fund	12,825	24,552	24,552	-	-
000.11.522.601.45.95	Rental - Equipment Rental O & M	7,294	16,805	15,377	16,287	17,101
000.11.522.601.48.00	R&M - Calibration of hazmat testing equipment, level A suit repair	-	-	2,000	2,000	2,000
000.11.522.601.49.00	Misc - Tuition/registration for Hazmat related training	-	930	500	500	500
Services - Rescue Team						
000.11.522.602.43.00	Travel - Lodging, meals, and mileage for rescue team related training courses	358	84	500	500	500
000.11.522.602.48.00	R&M - Rescue boat repairs, rescue tools maint., air monitoring equip. calibration	-	-	500	500	500
000.11.522.602.49.00	Misc - Registration/tuition for specialized rescue related training classes	2,870	2,393	5,000	5,000	5,000
Total Services		40,157	61,600	69,179	45,537	46,351
Total Supplies, Services and Other		\$ 53,304	\$ 72,245	\$ 84,179	\$ 60,537	\$ 61,351

DEPARTMENT: Fire (11)
FUND: General
RESPONSIBLE MANAGER: Chris Flores

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

Description

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

Expenditure Summary

<i>Fire - Emergency Management</i>							
Object Description	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
10 Salaries & Wages	\$ 152,872	\$ 195,123	\$ 215,007	\$ 213,531	\$ 221,557	-0.69%	3.76%
20 Personnel Benefits	42,422	50,379	59,537	57,136	61,993	-4.03%	8.50%
30 Supplies	23,192	35,737	40,068	32,268	32,268	-19.47%	0.00%
40 Services	51,946	29,164	17,979	12,174	12,533	-32.29%	2.95%
Expenditure Total	\$ 270,433	\$ 310,404	\$ 332,591	\$ 315,108	\$ 328,352	-5.26%	4.20%

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 Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
BC/Emergency Mgmt Mgr	1	1	\$ 128,281	\$ 29,266	1	\$ 130,569	\$ 31,287
CERT Trainer	1	1	75,250	27,870	1	80,988	30,707
Overtime			10,000	-		10,000	-
Emergency Mgmt Total	2	2	\$ 213,531	\$ 57,136	2	\$ 221,557	\$ 61,993

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.

<i>Fire - Emergency Management</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.11.525.600.31.00	<i>Supplies - Office & Operating</i>	\$ 16,036	\$ 33,928	\$ 15,800	\$ 8,000	\$ 8,000
000.11.525.600.31.90	<i>Supplies - Central Supplies</i>	524	-	-	-	-
000.11.525.600.35.00	<i>Small Tools & Minor Equipment</i>	6,632	1,809	24,268	24,268	24,268
Total Supplies		23,192	35,737	40,068	32,268	32,268
Services						
000.11.525.600.41.00	<i>Prof Svcs - Undergrounding</i>	-	2,892	-	-	-
000.11.525.600.42.00	<i>Communication - INET and Nextel at EOC Station 45</i>	6,699	6,446	-	-	-
000.11.525.600.43.00	<i>Travel - Parking, mileage, etc</i>	1,521	2,178	-	-	-
000.11.525.600.45.94	<i>Rental - Equipment Replacement Fund</i>	745	6,112	6,112	-	-
000.11.525.600.45.95	<i>Rental - Equipment Rental O & M</i>	7,786	10,999	6,867	7,174	7,533
000.11.525.600.48.00	<i>R&M - Fire equipment</i>	31,089	-	-	-	-
000.11.525.600.49.00	<i>Misc - Other</i>	4,107	537	5,000	5,000	5,000
Total Services		51,946	29,164	17,979	12,174	12,533
Total Supplies, Services and Other		\$ 75,138	\$ 64,901	\$ 58,047	\$ 44,442	\$ 44,801

DEPARTMENT: Fire (11)
FUND: General
RESPONSIBLE MANAGER: Chris Flores

DIVISION: Ambulance, Rescue & Aid
FUND NUMBER: 000
POSITION: Interim 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

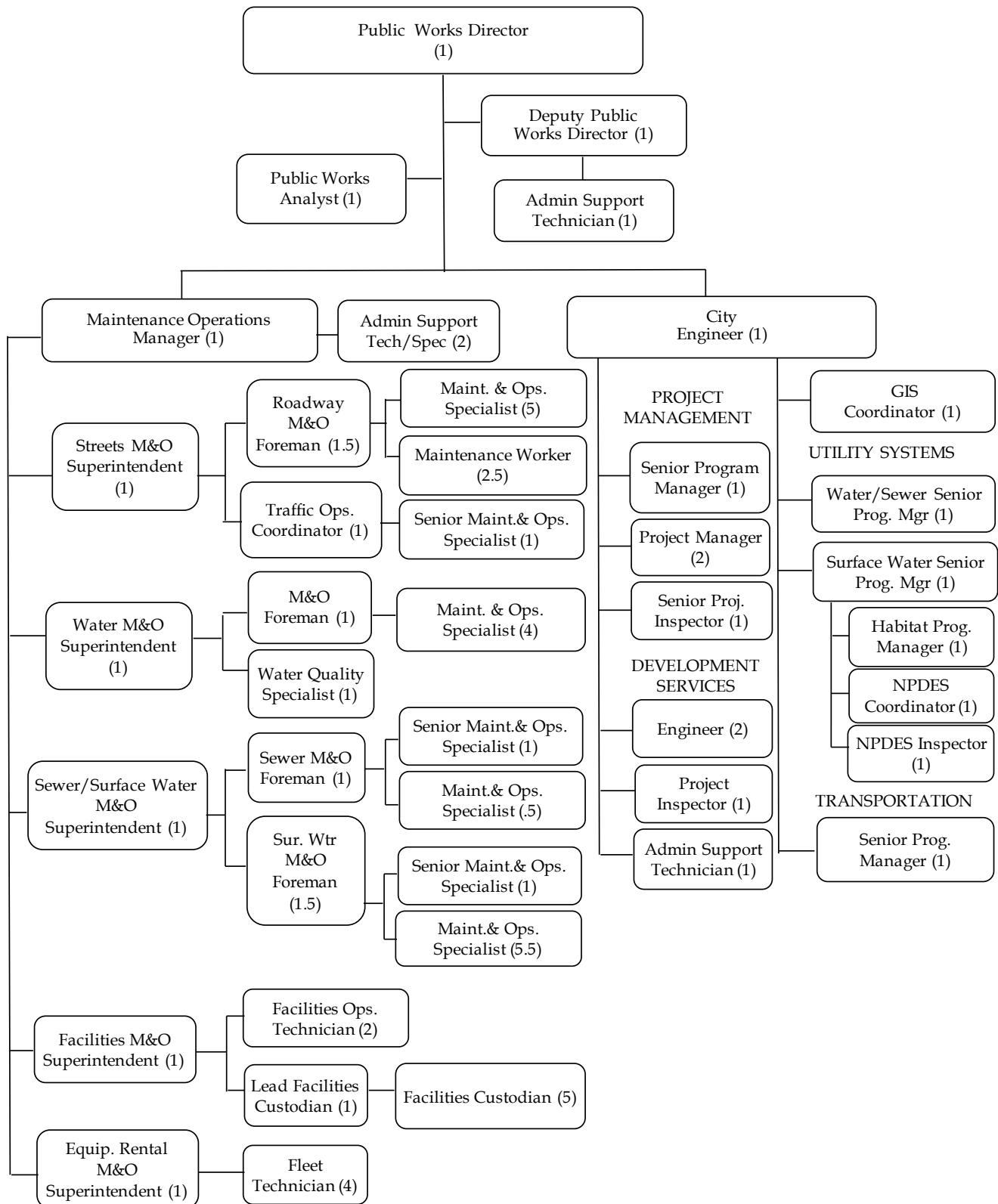
<i>Fire - Ambulance/Rescue/Emergency Aid</i>							
Object Description	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
30 Supplies	\$ 30,695	\$ 22,595	\$ 26,500	\$ 26,500	\$ 26,500	0.00%	0.00%
40 Services	5,491	22,633	25,334	7,825	8,166	-69.11%	4.36%
50 Intergovt. Services & Taxes	304,778	129,354	137,061	155,000	166,000	13.09%	7.10%
Expenditure Total	\$ 340,964	\$ 174,582	\$ 188,895	\$ 189,325	\$ 200,666	0.23%	5.99%

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/Emergency Aid</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.11.526.800.31.00	Supplies - Office & Operating	\$ 356	\$ 2,243	\$ -	\$ -	\$ -
000.11.526.800.31.01	Supplies - Operating	30,339	20,352	26,500	26,500	26,500
Total Supplies		30,695	22,595	26,500	26,500	26,500
Services						
000.11.526.800.45.94	Rental-Equipment Replacement Fund	-	17,834	17,834	-	-
000.11.526.800.45.95	Rental -Equipment Rental O & M	5,425	4,799	6,500	6,825	7,166
000.11.526.800.48.00	R&M - Maint. for defibrillators, repair backboards, blood pressure cuff calibration	66	-	1,000	1,000	1,000
Total Services		5,491	22,633	25,334	7,825	8,166
Intergovernmental						
000.11.528.600.51.01	Intergov't - Fire suppression Valley Comm	139,490	59,503	63,048	71,300	76,360
000.11.528.600.51.02	Intergov't - Rescue/Emergency Aid - Valley Comm	165,289	69,851	74,013	83,700	89,640
Total Intergovernmental		304,778	129,354	137,061	155,000	166,000
Total Supplies, Services and Other		\$ 340,964	\$ 174,582	\$ 188,895	\$ 189,325	\$ 200,666

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.

2013-2014 Accomplishments

- ◆ Restored levees/trails after Howard Hanson Dam threat rescinded. *Strategic Goal 4.*
- ◆ Cleaned TIB streetscape at higher frequency. *Strategic Goal 1.*
- ◆ Completed Klickitat Local Improvement District No. 33. *Strategic Goal 1.*
- ◆ Completed Thorndyke and Cascade View Safe Routes to School projects. *Strategic Goal 1.*
- ◆ Submitted TIGER VI grant for the Strander Boulevard Extension Project. *Strategic Goal 1.*
- ◆ Implemented city-wide fleet replacement plan. *Strategic Goal 5.*
- ◆ Completed Tukwila Int'l Blvd ADA improvements. *Strategic Goal 1.*
- ◆ Completed first comprehensive City Facilities Plan. *Strategic Goal 4.*

2015-2016 Outcome Goals

- ◆ Improve pedestrian safety. *Strategic Goal 1.*
- ◆ Update priority listing of residential streets, sidewalks and bike lanes. *Strategic Goal 1.*
- ◆ Improve City Facilities to enhance public safety and efficiencies. *Strategic Goal 4.*
- ◆ Improve internal customer service. *Strategic Goal 4.*

2015-2016 Indicators of Success

- ◆ Construction completed on Safe Routes to School projects.
- ◆ Completed residential street/sidewalk priority update.
- ◆ Adopt City Facility Plan.
- ◆ Fewer customer complaints regarding internal work orders.

Performance Measures

Public Works - Facility Maintenance	2012 Actual	2013 Actual	2014 Estimated	2015 Projection	2016 Projection
Inventory					
Number of City facilities	41	41	41	41	41
Amount of square footage for all City facilities	233,633	233,633	233,233	233,233	233,233
Amount of square footage covered by City custodial svces	149,957	149,957	149,957	149,957	149,957

Public Works - Street Maintenance	2012 Actual	2013 Actual	2014 Estimated	2015 Projection	2016 Projection
Traffic Signals & Signs					
% of City-owned streetlights repaired within 72 hours. For Seattle City Light/Puget Sound Energy streetlights, report within 24 hours.	100%	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:	7,000	7,500	7,500	7,500	7,500
Number of traffic signal emergency calls	25	30	30	30	30
Evaluate reflectivity of all signs once a year	75%	75%	75%	75%	75%
Number of signs maintained	4,250	4,325	4,325	4,325	4,325
% of potholes repaired within 96 hours of notice	100%	100%	100%	100%	100%
Amount of hours spent on graffiti removal (annual)	900	1,000	1,050	1,000	1,050
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	120	127	127	127	127
Sidewalks (miles)	64.8	64.8	72	72	72

Budget Changes by Expenditure Type

<i>Public Works</i>								
	01 Salaries	02 Benefits	03 Supplies	04 Services	05 Intergov't	06 Capital	00 Other	Total
2014 Budget	\$ 2,891,168	\$ 1,074,058	\$ 508,831	\$ 2,115,347	\$ -	\$ -	\$ -	\$ 6,589,404
Base Services	(35,159)	26,061	(11,400)	183,831	-	-	-	163,333
Revenue Backed	-	-	-	-	-	-	-	-
Proposals	-	-	-	-	-	-	-	-
Transfers	-	-	(60,000)	-	-	-	-	(60,000)
2015 Budget	\$ 2,856,009	\$ 1,100,119	\$ 437,431	\$ 2,299,178	\$ -	\$ -	\$ -	\$ 6,692,737
Base Services	76,723	84,365	-	36,200	-	-	-	197,289
Revenue Backed	-	-	-	-	-	-	-	-
Proposals	-	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-	-
2016 Budget	\$ 2,932,732	\$ 1,184,485	\$ 437,431	\$ 2,335,378	\$ -	\$ -	\$ -	\$ 6,890,026

Budget Change Percentages

<i>Public Works</i>								
	01 Salaries	02 Benefits	03 Supplies	04 Services	05 Intergov't	06 Capital	00 Other	Total
2015 Changes								
Base Services	-1.2%	2.4%	-2.2%	8.7%	0.0%	0.0%	0.0%	2.5%
Revenue Backed	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Proposals	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Transfers	0.0%	0.0%	-11.8%	0.0%	0.0%	0.0%	0.0%	-0.9%
2016 Changes								
Base Services	2.7%	7.7%	0.0%	1.6%	0.0%	0.0%	0.0%	2.9%
Revenue Backed	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Proposals	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Transfers	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

Budget Changes Discussion:

Base Services. Budget changes for the Public Works department include, step increases and COLA increases for salaries, healthcare cost changes and increases in other employee benefits, increase in cost for supplies, increase in utilities to bring budget in line with actual.

Transfers. Cost of 800 MHz radios transferred to Fire department.

Expenditure Summary

<i>Public Works Department</i>							
Expenditures By Program	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % Chg	2015-16 % Chg
Administration	\$ 533,196	\$ 538,311	\$ 578,904	\$ 578,307	\$ 596,898	-0.10%	3.21%
Maintenance	336,477	342,691	363,695	367,389	380,407	1.02%	3.54%
Engineering	398,531	448,661	636,300	604,820	625,141	-4.95%	3.36%
Development Services	416,961	436,424	445,854	452,389	470,399	1.47%	3.98%
Facility Maintenance	1,481,622	1,628,436	1,654,519	1,623,569	1,654,418	-1.87%	1.90%
Street Maintenance	2,711,415	2,812,580	2,910,132	3,066,263	3,162,762	5.37%	3.15%
Department Total	\$ 5,878,202	\$ 6,207,103	\$ 6,589,404	\$ 6,692,737	\$ 6,890,026	1.57%	2.95%

<i>Public Works Department</i>							
Expenditures By Type	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % Chg	2015-16 % Chg
10 Salaries & Wages	\$ 2,518,220	\$ 2,663,884	\$ 2,891,168	\$ 2,856,009	\$ 2,932,732	-1.22%	2.69%
20 Personnel Benefits	880,088	945,546	1,074,058	1,100,119	1,184,485	2.43%	7.67%
30 Supplies	397,051	356,874	508,831	437,431	437,431	-14.03%	0.00%
40 Services	2,043,080	2,167,654	2,115,347	2,299,178	2,335,378	8.69%	1.57%
50 Intergovt. Svcs & Taxes	17	20,070	-	-	-	0.00%	0.00%
60 Capital Outlays	39,747	53,074	-	-	-	0.00%	0.00%
Department Total	\$ 5,878,202	\$ 6,207,103	\$ 6,589,404	\$ 6,692,737	\$ 6,890,026	1.57%	2.95%

Expenditure Detail - Salaries & Benefits

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

<i>Public Works Department</i>							
Position Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Public Works Director	1	1	\$ 151,536	\$ 43,321	1	\$ 154,536	\$ 46,424
Deputy Public Works Director	1	1	121,342	36,198	1	123,768	38,692
Maintenance Operations Manager	1	1	129,564	36,306	1	132,216	38,823
Engineer - Development	2	2	193,796	63,457	2	198,768	68,255
Project Inspector	1	1	73,656	35,891	1	75,480	38,683
City Engineer	1	1	132,901	33,902	1	135,816	36,256
Senior Program Manager	1	1	114,672	41,326	1	116,952	44,387
Senior Project Inspector	1	1	79,788	34,183	1	81,888	36,849
GIS Coordinator	1	1	79,058	28,552	1	81,288	30,755
Public Works Analyst	1	1	97,632	31,935	1	99,825	34,333
Admin Support Technician	3	3	170,448	72,357	3	175,183	77,982
Admin Support Specialist	1	1	60,600	31,452	1	62,088	33,864
Maint & Ops Superintendent	1	1	78,432	38,815	1	80,400	41,808
Lead Facilities Custodian	1	1	73,944	34,901	1	76,015	37,231
Facilities Ops Technician	2	2	140,208	56,926	2	144,072	61,406
Facilities Custodian	5	5	282,597	117,255	5	290,376	126,272
Maint & Ops Superintendent	1	1	78,432	38,815	1	80,400	41,820
Traffic Operations Coordinator	1	1	73,320	37,913	1	75,144	40,840
Maint & Ops Foreman	1.5	1.5	113,660	44,088	1.5	121,174	48,373
Sr Maint & Ops Specialist	1	1	73,944	35,945	1	75,768	38,725
Maint & Ops Specialist	4.5	5	345,494	133,175	5	356,192	143,827
Maintenance Worker	3	2.5	129,232	67,232	2.5	133,630	72,705
Extra Labor			45,723	-		45,723	-
Overtime			16,030	-		16,030	-
Clothing Allowance			-	6,175		-	6,175
Department Total	36	36	\$ 2,856,009	\$ 1,100,119	36	\$ 2,932,732	\$ 1,184,485

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.

<i>Public Works Department</i>						
Object Code	Account Name, Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
31.xx	Supplies	\$ 383,245	\$ 315,888	\$ 432,650	\$ 418,750	\$ 418,750
35.xx	Small tools	13,806	40,986	76,181	18,681	18,681
Total Supplies		397,051	356,874	508,831	437,431	437,431
Services						
41.xx	Professional services	50,770	30,624	35,400	35,400	35,400
42.xx	Communication	8,315	6,612	12,050	10,150	10,150
43.xx	Travel	2,562	987	3,500	3,883	3,883
44.xx	Advertising	361	-	1,500	1,500	1,500
45.xx	Operating leases	89,540	92,858	112,800	113,700	113,700
45.94	Equipment rental replacement	138,566	215,748	215,748	271,216	218,533
45.95	Equipment rental O&M	335,803	245,527	212,639	230,038	239,396
46.xx	Insurance	35,455	37,406	35,455	35,455	35,455
47.xx	Utilities	1,120,087	1,231,066	1,233,737	1,346,301	1,425,826
48.xx	Repair and maintenance	246,624	290,958	230,283	230,300	230,300
49.xx	Miscellaneous	14,996	15,868	22,235	21,235	21,235
Total Services		2,043,080	2,167,654	2,115,347	2,299,178	2,335,378
Other						
53.xx	Intergovernmental	17	20,070	-	-	-
64.xx	Capital	39,747	53,074	-	-	-
Total Supplies, Services, Other		\$2,479,895	\$2,597,673	\$2,624,178	\$2,736,609	\$2,772,809

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 Enterprise Funds; water, sewer and surface water. 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>							
Object Description	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
10 Salaries & Wages	\$ 401,193	\$ 408,870	\$ 434,220	\$ 429,222	\$ 438,480	-1.15%	2.16%
20 Personnel Benefits	108,520	111,663	123,431	128,715	138,048	4.28%	7.25%
30 Supplies	6,032	7,963	7,900	8,000	8,000	1.27%	0.00%
40 Services	17,452	9,814	13,353	12,370	12,370	-7.36%	0.00%
Expenditure Total	\$ 533,196	\$ 538,311	\$ 578,904	\$ 578,307	\$ 596,898	-0.10%	3.21%

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	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Public Works Director	1	1	\$ 151,536	\$ 43,321	1	\$ 154,536	\$ 46,424
Deputy Public Works Director	1	1	121,342	36,198	1	123,768	38,692
Public Works Analyst	1	1	97,632	31,935	1	99,825	34,333
Admin Support Technician	1	1	56,712	17,261	1	58,351	18,599
Extra Labor			2,000	-		2,000	-
Total	4	4	\$ 429,222	\$ 128,715	4	\$ 438,480	\$ 138,048

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.

<i>Public Works - Administration</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.13.532.100.31.00	<i>Supplies</i> - Repairs & Maintenance	\$ 5,209	\$ 7,553	\$ 6,900	\$ 7,000	\$ 7,000
000.13.532.100.31.01	<i>Supplies</i> - Office Equipment	822	411	1,000	1,000	1,000
Total Supplies		6,032	7,963	7,900	8,000	8,000
Services						
000.13.532.100.42.00	<i>Communication</i> - Phone and postage	708	493	650	650	650
000.13.532.100.43.00	<i>Travel</i> - Mileage, meals, parking	177	276	100	100	100
000.13.532.100.45.00	<i>Rental</i> - Copier	970	2,550	2,650	2,650	2,650
000.13.532.100.45.94	<i>Rental</i> - Equipment Replacement Fund	4,024	270	270	270	270
000.13.532.100.45.95	<i>Rental</i> - Equipment O & M	647	3,082	500	500	500
000.13.532.100.48.00	<i>R&M</i> - Plotter, copier and KIP copier	2,904	-	100	100	100
000.13.532.100.48.01	<i>R&M</i> - 800 MHZ radio	1,080	930	1,083	1,100	1,100
000.13.532.100.49.00	<i>Misc</i> - Memberships, registrations, and training	165	782	1,000	1,000	1,000
000.13.532.100.49.08	<i>Misc</i> - Credit card fees	1,315	706	2,000	1,000	1,000
000.13.532.100.49.50	<i>Misc</i> - Advertising/ printing expenses for City's clean-up events	5,461	725	5,000	5,000	5,000
Total Services		17,452	9,814	13,353	12,370	12,370
Total Supplies, Services and Other		\$ 23,484	\$ 17,778	\$ 21,253	\$ 20,370	\$ 20,370

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

DIVISION: Maintenance
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</i>							
Object Description	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
10 Salaries & Wages	\$ 235,293	\$ 243,048	\$ 249,517	\$ 247,188	\$ 252,720	-0.93%	2.24%
20 Personnel Benefits	85,139	88,731	92,528	98,369	105,664	6.31%	7.42%
30 Supplies	3,714	1,803	5,000	5,000	5,000	0.00%	0.00%
40 Services	12,331	9,108	16,650	16,832	17,023	1.09%	1.13%
Expenditure Total	\$ 336,477	\$ 342,691	\$ 363,695	\$ 367,389	\$ 380,407	1.02%	3.54%

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>Public Works - Maintenance</i>							
Position Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Maintenance Operations Manager	1	1	\$ 129,564	\$ 36,306	1	\$ 132,216	\$ 38,823
Admin Support Specialist	1	1	60,600	31,452	1	62,088	33,864
Admin Support Technician	1	1	57,024	30,612	1	58,416	32,977
Total	3	3	\$ 247,188	\$ 98,369	3	\$ 252,720	\$ 105,664

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</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.13.532.101.31.00	<i>Supplies - Office & Operating</i>	\$ 993	\$ 1,410	\$ 3,250	\$ 3,250	\$ 3,250
000.13.532.101.31.01	<i>Supplies - Office Equipment</i>	-	43	1,000	1,000	1,000
000.13.532.101.31.90	<i>Supplies - Central</i>	237	-	-	-	-
000.13.532.101.35.00	<i>Small Tools & Minor Equipment</i>	2,483	350	750	750	750
Total Supplies		3,714	1,803	5,000	5,000	5,000
Services						
000.13.532.101.41.00	<i>Prof Svcs - Consultant services</i>	22	-	1,000	1,000	1,000
000.13.532.101.42.00	<i>Communication -</i>	649	516	-	-	-
000.13.532.101.43.00	<i>Travel - Mileage, meals, parking</i>	-	14	300	300	300
000.13.532.101.45.00	<i>Rental - Copiers at Minkler and George Long Buildings</i>	4,144	1,886	7,700	7,700	7,700
000.13.532.101.45.94	<i>Rental - Equipment Replacement Fund</i>	-	1,979	1,979	1,979	1,979
000.13.532.101.45.95	<i>Rental - Equipment O & M</i>	7,517	3,054	3,636	3,818	4,009
000.13.532.101.49.00	<i>Misc - Memberships, registrations, and training</i>	-	1,659	2,035	2,035	2,035
Total Services		12,331	9,108	16,650	16,832	17,023
Total Supplies, Services and Other		\$ 16,045	\$ 10,912	\$ 21,650	\$ 21,832	\$ 22,023

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	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
10 Salaries & Wages	\$ 240,362	\$ 267,757	\$ 381,120	\$ 406,419	\$ 415,944	6.64%	2.34%
20 Personnel Benefits	67,483	77,158	133,953	138,913	149,197	3.70%	7.40%
30 Supplies	5,625	38,551	67,500	8,000	8,000	-88.15%	0.00%
40 Services	73,852	65,195	53,727	51,488	52,000	-4.17%	0.99%
60 Capital Outlays	11,209	-	-	-	-	0.00%	0.00%
Expenditure Total	\$ 398,531	\$ 448,661	\$ 636,300	\$ 604,820	\$ 625,141	-4.95%	3.36%

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	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
City Engineer	1	1	\$ 132,901	\$ 33,902	1	\$ 135,816	\$ 36,256
Senior Program Manager	1	1	114,672	41,326	1	116,952	44,387
Senior Project Inspector	1	1	79,788	34,183	1	81,888	36,849
GIS Coordinator	1	1	79,058	28,552	1	81,288	30,755
Clothing Allowance			-	950		-	950
Total	4	4	\$ 406,419	\$ 138,913	4	\$ 415,944	\$ 149,197

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.

<i>Public Works - Engineering</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.13.532.200.31.00	<i>Supplies - Office & Operating</i>	\$ 4,733	\$ 8,702	\$ 7,000	\$ 7,000	\$ 7,000
000.13.532.200.31.06	<i>Supplies - Wetland Restoration</i>	-	348	-	-	-
000.13.532.200.31.90	<i>Supplies - Central</i>	504	-	-	-	-
000.13.532.200.35.00	<i>Small Tools & Minor Equipment</i>	388	109	500	1,000	1,000
000.13.532.200.35.01	<i>Small Tools & Minor Equipment - 800Mhz</i>	-	29,392	60,000	-	-
Total Supplies		5,625	38,551	67,500	8,000	8,000
Services						
000.13.532.200.41.00	<i>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</i>	34,195	7,414	28,400	28,400	28,400
000.13.532.200.41.01	<i>Prof Svcs - Tukwila Valley South.</i>	525	-	-	-	-
000.13.532.200.41.02	<i>Prof Svcs - Traffic Modeling</i>	-	8,490	-	-	-
000.13.532.200.41.06	<i>Prof Svcs - S 180th St Wetland Mitigation</i>	3,044	13,283	-	-	-
000.13.532.200.42.00	<i>Communication - Phone service, Nextel and postage</i>	1,011	1,245	2,000	2,000	2,000
000.13.532.200.43.00	<i>Travel - Mileage, meals, parking</i>	1,385	416	400	783	783
000.13.532.200.45.94	<i>Rental - Equipment Replacement Fund</i>	7,182	5,157	5,157	1,546	1,546
000.13.532.200.45.95	<i>Rental - Equipment O & M</i>	18,261	14,498	9,770	10,759	11,271
000.13.532.200.47.00	<i>Public Utilities -</i>	100	7,478	-	-	-
000.13.532.200.48.00	<i>R&M - ArcInfo and ArcView maintenance and copier repairs and maintenance</i>	2,667	2,855	2,000	2,000	2,000
000.13.532.200.49.00	<i>Misc - Memberships, prof. licenses, trng, software, subscriptions/publications</i>	5,484	4,358	6,000	6,000	6,000
Total Services		73,852	65,195	53,727	51,488	52,000
Other						
000.13.594.322.64.00	<i>Capital - Machinery and equipment</i>	11,209	-	-	-	-
Total Other		11,209	-	-	-	-
Total Supplies, Services and Other		\$ 90,686	\$ 103,746	\$ 121,227	\$ 59,488	\$ 60,000

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	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
10 Salaries & Wages	\$ 312,209	\$ 325,924	\$ 330,370	\$ 327,606	\$ 336,106	-0.84%	2.59%
20 Personnel Benefits	104,752	110,501	115,484	124,783	134,293	8.05%	7.62%
Expenditure Total	\$ 416,961	\$ 436,424	\$ 445,854	\$ 452,389	\$ 470,399	1.47%	3.98%

Expenditure Detail - Salaries and Benefits

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

<i>Public Works - Development Services</i>							
Position Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Engineer - Development	2	2	\$ 193,796	\$ 63,457	2	\$ 198,768	\$ 68,255
Project Inspector	1	1	73,656	35,891	1	75,480	38,683
Admin Support Technician	1	1	56,712	24,484	1	58,416	26,406
Overtime			3,442	-		3,442	-
Clothing Allowance			-	950		-	950
Total	4	4	\$ 327,606	\$ 124,783	4	\$ 336,106	\$ 134,293

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 thirty-eight facilities throughout the City, consisting of approximately 233,633 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	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
10 Salaries & Wages	\$ 531,993	\$ 575,692	\$ 597,886	\$ 576,295	\$ 591,977	-3.61%	2.72%
20 Personnel Benefits	209,708	229,212	245,546	249,797	268,616	1.73%	7.53%
30 Supplies	75,409	67,091	82,900	83,900	83,900	1.21%	0.00%
40 Services	664,512	736,419	728,187	713,577	709,925	-2.01%	-0.51%
50 Intergovt. Services & Taxes	-	20,021	-	-	-	0.00%	0.00%
Expenditure Total	\$ 1,481,622	\$ 1,628,436	\$ 1,654,519	\$ 1,623,569	\$ 1,654,418	-1.87%	1.90%

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	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Maint & Ops Superintendent	1	1	\$ 78,432	\$ 38,815	1	\$ 80,400	\$ 41,808
Lead Facilities Custodian	1	1	73,944	34,901	1	76,015	37,231
Facilities Ops Technician	2	2	140,208	56,926	2	144,072	61,406
Facilities Custodian	5	5	282,597	117,255	5	290,376	126,272
Overtime			1,114	-		1,114	-
Clothing Allowance			-	1,900		-	1,900
Total	9	9	\$ 576,295	\$ 249,797	9	\$ 591,977	\$ 268,616

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	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.13.518.300.31.00	<i>Supplies - Operating</i>	\$ 1,149	\$ 2,181	\$ 2,200	\$ 3,200	\$ 3,200
000.13.518.300.31.01	<i>Supplies - Repairs & Maintenance</i>	29,529	28,138	37,500	37,500	37,500
000.13.518.300.31.02	<i>Supplies - Custodial</i>	41,684	35,827	40,700	40,700	40,700
000.13.518.300.31.90	<i>Supplies - Central</i>	403	-	-	-	-
000.13.518.300.35.00	<i>Small Tools & Minor Equipment</i>	2,643	945	2,500	2,500	2,500
Total Supplies		75,409	67,091	82,900	83,900	83,900
Services						
000.13.518.300.41.00	<i>Prof Svcs - Consultant services</i>	210	672	2,000	2,000	2,000
000.13.518.300.42.00	<i>inspections - boiler, roof, architectural</i>					
	<i>Communication - Nextel phones and</i>	4,615	3,165	5,100	3,200	3,200
	<i>pagers, Alarm system monitoring at</i>					
	<i>facilities</i>					
000.13.518.300.45.00	<i>Rental - scaffolding, pumps, A/C units,</i>	83,153	87,866	99,050	99,950	99,950
	<i>heaters, new copier lease at G Long, Lease</i>					
	<i>of Records Center</i>					
000.13.518.300.45.94	<i>Rental - Equipment Replacement Fund</i>	7,316	16,860	16,860	21,013	16,013
000.13.518.300.45.95	<i>Rental - Equipment O & M</i>	34,022	31,832	24,728	26,965	28,313
000.13.518.300.47.00	<i>Public Utility - Facilities electricity,</i>	330,164	340,610	379,449	359,449	359,449
	<i>natural gas, water, sewer, and surface</i>					
	<i>water</i>					
000.13.518.300.48.00	<i>R&M - Facilities repair to security</i>	203,802	255,179	200,000	200,000	200,000
	<i>systems, HVAC, roof, plant care, carpet</i>					
	<i>cleaning and exterminating completed by</i>					
	<i>outside vendors</i>					
000.13.518.300.49.00	<i>Misc - Memberships, licenses, tuitions for</i>	1,231	235	1,000	1,000	1,000
	<i>Certified Building Operators</i>					
Total Services		664,512	736,419	728,187	713,577	709,925
Intergovernmental						
000.13.518.300.53.00	<i>Intergovernmental - Special Assessments</i>	-	20,021	-	-	-
Total Intergovernmental		-	20,021	-	-	-
Total Supplies, Services and Other		\$ 739,921	\$ 823,531	\$ 811,087	\$ 797,477	\$ 793,825

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	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % change	2015-16 % change
10 Salaries & Wages	\$ 797,170	\$ 842,593	\$ 898,055	\$ 869,279	\$ 897,505	-3.20%	3.25%
20 Personnel Benefits	304,486	328,282	363,116	359,543	388,666	-0.98%	8.10%
30 Supplies	306,273	241,465	345,531	332,531	332,531	-3.76%	0.00%
40 Services	1,274,932	1,347,118	1,303,430	1,504,911	1,544,060	15.46%	2.60%
50 Intergovt. Services & Taxes	17	49	-	-	-	0.00%	0.00%
60 Capital Outlays	28,538	53,074	-	-	-	0.00%	0.00%
Expenditure Total	\$ 2,711,415	\$ 2,812,580	\$ 2,910,132	\$ 3,066,263	\$ 3,162,762	5.37%	3.15%

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	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Maint & Ops Superintendent	1	1	\$ 78,432	\$ 38,815	1	\$ 80,400	\$ 41,820
Traffic Operations Coordinator	1	1	73,320	37,913	1	75,144	40,840
Maint & Ops Foreman	1.5	1.5	113,660	44,088	1.5	121,174	48,373
Sr Maint & Ops Specialist	1	1	73,944	35,945	1	75,768	38,725
Maint & Ops Specialist	4.5	5	345,494	133,175	5	356,192	143,827
Maintenance Worker	3	2.5	129,232	67,232	2.5	133,630	72,705
Extra Labor			43,723	-		43,723	-
Overtime			11,474	-		11,474	-
Clothing Allowance			-	2,375		-	2,375
Total	12	12	\$ 869,279	\$ 359,543	12	\$ 897,505	\$ 388,666

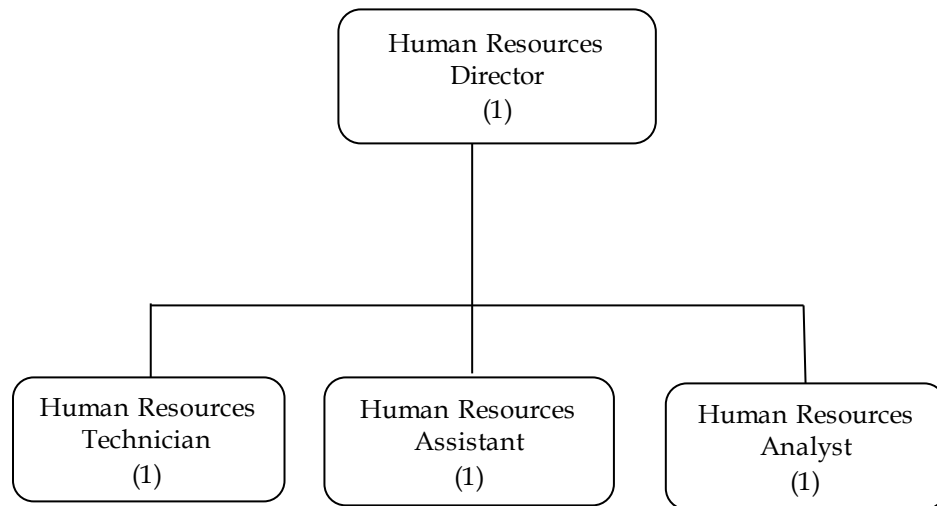
Expenditure Detail - Supplies, Services and Other

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

<i>Public Works - Street Maintenance</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies - Admin 000.16.542.900.31.00	<i>Supplies - Office & Operating</i>	\$ 623	\$ 564	\$ 1,000	\$ 1,000	\$ 1,000
Supplies - General Services 000.16.543.300.31.00	<i>Supplies - Office & Operating</i>	5,717	4,925	4,000	4,000	4,000
000.16.543.300.31.90	<i>Supplies - Central</i>	329	-	-	-	-
000.16.543.300.35.00	<i>Supplies - Small Tools & Minor Equipment</i>	4,686	1,473	4,231	4,231	4,231
Supplies - Roadway 000.16.542.300.31.01	<i>Supplies - Operating</i>	24,977	24,937	46,000	44,000	44,000
000.16.542.300.35.00	<i>Small Tools & Minor Equipment</i>	1,053	5,226	2,000	4,000	4,000
Supplies - Structures 000.16.542.500.31.01	<i>Supplies - Repairs & Maintenance</i>	-	2,632	1,000	1,000	1,000
Supplies - Lighting 000.16.542.630.31.01	<i>Supplies - Repairs & Maintenance</i>	41,869	27,879	30,000	30,000	30,000
000.16.542.630.35.00	<i>Small Tools & Minor Equipment</i>	513	-	500	500	500
Supplies - Traffic Control 000.16.542.640.31.01	<i>Supplies - Repairs & Maintenance</i>	153,676	117,401	186,000	166,000	166,000
000.16.542.640.35.00	<i>Small Tools & Minor Equipment</i>	1,496	1,890	2,500	2,500	2,500
Supplies - Snow & Ice Control 000.16.542.660.31.01	<i>Supplies</i>	19,514	2,673	10,000	10,000	10,000
Supplies - Roadside 000.16.542.700.31.00	<i>Supplies - Office & Operating</i>	12,229	7,623	20,000	17,000	17,000
000.16.542.700.31.01	<i>Supplies - Tree Replacement</i>	3,058	7,881	3,000	6,000	6,000
000.16.542.700.35.00	<i>Small Tools & Minor Equipment</i>	544	1,601	1,200	1,200	1,200
Supplies - Video & Fiber 000.16.542.800.31.00	<i>Supplies - Office & Operating</i>	35,680	33,592	29,800	36,800	36,800
000.16.542.800.35.00	<i>Supplies - Small Tools & Minor Equipment</i>	-	-	2,000	2,000	2,000
Supplies - Sidewalks 000.16.542.610.31.01	<i>Supplies - Office & Operating</i>	310	1,167	2,300	2,300	2,300
Total Supplies		306,273	241,465	345,531	332,531	332,531
Services - Admin 000.16.542.900.41.00	<i>Prof Svcs - Membership, testing fees</i>	988	-	-	-	-

<i>Public Works - Street Maintenance Con't</i>						
Services - General Services						
000.16.543.300.41.00	Professional Services - Consultant services	-	-	600	600	600
000.16.543.300.41.02	Professional Services - Physicals and hearing tests	328	387	500	500	500
000.16.543.300.42.00	Communication - Phone bills and Nextel cell phones	100	28	2,500	2,500	2,500
000.16.543.300.43.00	Travel - Mileage, meals and lodging to attend mtgs, workshops, seminars	362	281	2,000	2,000	2,000
000.16.543.300.44.00	Advertising - Seasonal help and replacement staff	361	-	1,500	1,500	1,500
000.16.543.300.45.94	Rental - Equipment replacement	120,044	191,482	191,482	246,408	198,725
000.16.543.300.45.95	Rental - Equipment O & M	275,357	193,061	174,005	187,996	195,303
000.16.543.300.46.00	Insurance - WCIA	35,455	37,406	35,455	35,455	35,455
000.16.543.300.48.00	R&M - Maintenance of general use tools and equipment	-	82	500	500	500
000.16.543.300.49.00	Miscellaneous - Licenses, tuition, clothing	1,341	7,402	5,200	5,200	5,200
Services - Roadway						
000.16.542.300.41.00	Prof Svcs - 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	769	56	3,400	3,400	3,400
000.16.542.300.47.00	Public Utility - Utility charges for specific street projects	30	12,100	100	100	100
000.16.542.300.47.01	Public Utility - Surface water fees	432,585	454,476	477,188	549,752	604,727
000.16.542.300.47.02	Public Utility - Waste management disposal	5,260	7,395	20,000	15,000	15,000
000.16.542.300.48.00	R&M - Repairs of saw cuts and grinder sharpening	7,984	-	100	100	100
Services - Structures						
000.16.542.500.48.00	R&M - Structures & Bridges repairs done by outside vendors	2,324	16,195	1,500	1,500	1,500
Services - Lighting						
000.16.542.630.41.00	Professional Services - Utility one call locating services	11,458	379	500	500	500
000.16.542.630.43.00	Travel - Mileage, meals, and parking	-	-	100	100	100
000.16.542.630.47.00	Public Utility -Power bills from Seattle City Light & Puget Sound Energy	244,497	278,573	250,000	300,000	320,000
Services - Traffic Control						
000.16.542.640.41.00	Professional Services - Signal light share of utility one call locating services	-	-	100	100	100
000.16.542.640.42.00	Communication - Signal phone lines, Sprint access card for laptops	1,232	1,164	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	69,823	83,037	70,000	85,000	89,550
000.16.542.640.48.00	R&M - Repairs, interlocal for major emergencies, pole replacement	4,664	12,540	20,000	20,000	20,000
Services - Snow & Ice Control						
000.16.542.660.43.00	Travel - Mileage, meals, parking	638	-	300	300	300

Public Works - Street Maintenance Con't						
Services - Roadside						
000.16.542.700.41.00	Professional Services - Testing sweeping materials for hazardous wastes	-	-	2,200	2,200	2,200
000.16.542.700.43.00	Travel - Mileage, meals, and parking	-	-	100	100	100
000.16.542.700.47.00	Public Utility - Electric, gas, and irrigation utilities.	26,079	24,126	7,000	7,000	7,000
000.16.542.700.47.02	Public Utility - Transfer station fees, recovery & disposal of freon, electronics recycling	11,549	23,272	30,000	30,000	30,000
000.16.542.700.48.00	R&M - Rockery repairs by outside vendor	14,799	-	500	500	500
000.16.542.700.48.01	R&M - Contractor for tree removal by outside vendor	-	3,176	3,000	3,000	3,000
Services - Video & Fiber						
000.16.542.800.48.00	R&M - Video & Fiber electronic calibration, repairs to testing equipment	6,400	-	1,500	1,500	1,500
Services - Sidewalks						
000.16.542.610.45.00	Rental -	505	500	-	-	-
Total Services		1,274,932	1,347,118	1,303,430	1,504,911	1,544,060
Intergovernmental						
000.16.542.700.53.00	Excise Tax	17	49	-	-	-
Total Intergovernmental		17	49	-	-	-
Other						
000.16.594.430.64.00	Machinery and Equipment	6,654	-	-	-	-
000.16.594.440.64.00	Machinery and Equipment	21,884	53,074	-	-	-
Total Other		28,538	53,074	-	-	-
Total Supplies, Services and Other		\$1,609,759	\$1,641,706	\$1,648,961	\$1,837,442	\$1,876,591

Human Resources

DEPARTMENT: Human Resources (04)**FUND:** General**RESPONSIBLE MANAGER:** Stephanie Brown**FUND NUMBER:** 000**POSITION:** Director**Description:**

The Human Resources Department provides 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.

2013-2014 Accomplishments

- ◆ Negotiated and settled five (5) labor agreements (Fire, Police Non-Commissioned, and Teamsters (3 groups). *Strategic Goal 4.*
- ◆ Conducted comprehensive review and revision to the Civil Service Rules adopted by the Civil Service Commission. *Strategic Goal 4.*
- ◆ Streamlined in-house facilitation of promotional test process for Police and Fire Departments. *Strategic Goal 4.*
- ◆ Implemented an on-line recruitment software program NEOGOV to streamline the recruitment process Citywide. *Strategic Goal 4.*

2015-2016 Outcome Goals

- ◆ Create a Leadership Development Program. *Strategic Goal 4.*
- ◆ Develop a refresher and new Supervisor Training Program. *Strategic Goal 4.*

2015-2016 Indicators of Success

- ◆ Provide leadership development training to 10 employees as part of Citywide Succession Plan by end of fourth quarter 2016.
- ◆ Improved supervisor's skills for compliance with Federal, State and Local regulations. Completion of training to job classified managers and supervisors by the end of the fourth quarter 2015.
- ◆ Improved risk management practices resulting in decreased grievance filings, arbitrations, hearings, and litigation.

Performance Measures

Human Resources	2014 Estimated	2015 Projected	2016 Projected
Vacancies Advertised	37	30	25
Applications Processed	1,100	800	650

Budget Changes by Expenditure Type

<i>Human Services</i>							
	01 Salaries	02 Benefits	03 Supplies	04 Services	05 Intergov't	06 Capital	Total
2014 Budget	\$ 400,814	\$ 123,572	\$ 4,642	\$ 164,788	\$ -	\$ -	\$ 693,816
Base Services	7,924	10,594	2,875	(58,800)	-	-	(37,407)
Revenue Backed	-	-	-	-	-	-	-
Initiatives	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
2015 Budget	\$ 408,738	\$ 134,166	\$ 7,517	\$ 105,988	\$ -	\$ -	\$ 656,409
Base Services	8,070	9,850	-	-	-	-	17,920
Revenue Backed	-	-	-	-	-	-	-
Initiatives	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
2016 Budget	\$ 416,808	\$ 144,015	\$ 7,517	\$ 105,988	\$ -	\$ -	\$ 674,328

Budget Change Percentages

<i>Human Services</i>							
	01 Salaries	02 Benefits	03 Supplies	04 Services	05 Intergov't	06 Capital	Total
2015 Changes							
Base Services	2.0%	8.6%	61.9%	-35.7%	0.0%	0.0%	-5.4%
Revenue Backed	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Initiatives	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Transfers	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
2016 Changes							
Base Services	2.0%	7.3%	0.0%	0.0%	0.0%	0.0%	2.7%
Revenue Backed	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Initiatives	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Transfers	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

Budget Change Discussion:

Base Services. Budget changes for the Human Resources department include step increases and COLA increases for salaries, healthcare cost changes and increases in other employee benefits, increase in supplies, services decreased due to the removal of one-time funds for a compensation study completed in 2014.

Expenditure Summary

<i>Human Resources</i>							
Expenditures By Type	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % Chg	2015-16 % Chg
10 Salaries & Wages	\$ 359,647	\$ 382,209	\$ 400,814	\$ 408,738	\$ 416,808	1.98%	1.97%
20 Personnel Benefits	109,240	118,092	123,572	134,166	144,015	8.57%	7.34%
30 Supplies	5,620	6,414	4,642	7,517	7,517	61.93%	0.00%
40 Services	40,129	95,437	164,788	105,988	105,988	-35.68%	0.00%
Department Total	\$ 514,637	\$ 602,151	\$ 693,816	\$ 656,409	\$ 674,328	-5.39%	2.73%

Expenditure Detail - Salaries and Benefits

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

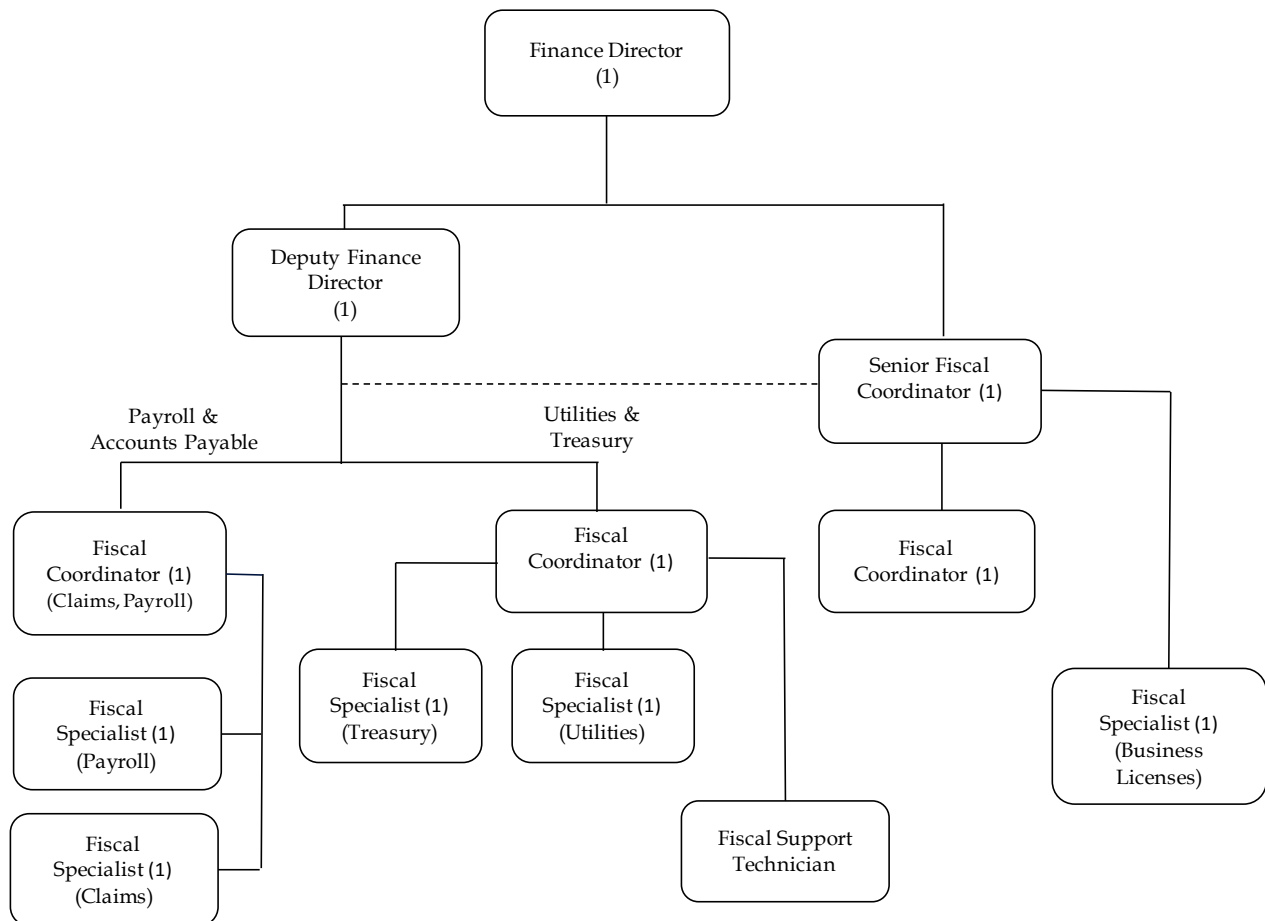
<i>Human Resources</i>							
Position Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Human Resources Director	1	1	\$146,496	\$ 35,550	1	\$149,376	\$ 38,022
Human Resources Analyst	1	1	96,744	38,003	1	98,664	40,837
Human Resources Assistant	1	1	92,346	34,307	1	94,296	36,884
Human Resources Technician	1	1	67,152	26,305	1	68,472	28,272
Extra Labor			6,000	-		6,000	-
Department Total	4	4	\$408,738	\$134,166	4	\$416,808	\$144,015

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.

<i>Human Resources</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies - Administration						
000.04.516.200.31.00	<i>Supplies</i> - Office	\$ 3,522	\$ 4,763	\$ 2,417	\$ 3,417	\$ 3,417
000.04.516.200.31.02	<i>Supplies</i> - Safety	1,785	980	1,100	1,500	1,500
000.04.516.200.31.90	<i>Supplies</i> - Central	313	-	-	-	-
Supplies - Civil Service						
000.04.516.202.31.00	<i>Supplies</i> -Office and Operating	-	671	1,125	1,400	1,400
000.04.516.202.31.43	<i>Supplies</i> - Meals and Refreshments	-	-	-	1,200	1,200
Total Supplies		5,620	6,414	4,642	7,517	7,517
Services - Administration						
000.04.516.200.41.00	<i>Prof Svcs</i> - Misc training, investigations, and background check and fees	4,738	5,096	39,700	13,000	13,000
000.04.516.200.41.02	<i>Prof Svcs</i> - General safety and training	840	866	2,350	2,000	2,000
000.04.516.200.41.03	<i>Prof Svcs</i> - Labor relations, negotiations/ mediations for bargaining units and potential grievances and/or Civil Service hearings	13,841	27,386	60,000	30,000	30,000
000.04.516.200.41.04	<i>Prof Svcs</i> - Employee Assistance Program	8,411	7,845	9,075	9,075	9,075
000.04.516.200.41.05	<i>Prof Svcs</i> - NEOGOV Software	-	23,725	8,500	9,500	9,500
000.04.516.200.42.00	<i>Communication</i> - Postage	6	9	-	-	-
000.04.516.200.43.00	<i>Travel</i> - Meals, Parking, Mileage, Lodging for WAPELRA and NPELRA	1,209	1,022	1,500	1,500	1,500
000.04.516.200.44.00	<i>Advertising</i> - Advertising job openings	5,269	1,720	6,000	1,000	1,000
000.04.516.200.45.00	<i>Rental</i> - Rentals/leases	400	2,087	2,108	2,108	2,108
000.04.516.200.48.00	<i>R&M</i> - Eden software, copier	200	2,532	5,105	5,105	5,105
000.04.516.200.49.00	<i>Misc</i> - Citywide anti-harassment training	1,215	584	-	-	-
000.04.516.200.49.01	<i>Misc</i> - Annual memberships for various organizations	1,166	839	1,800	1,000	1,000
000.04.516.200.49.02	<i>Misc</i> - Printing of department forms and new employee packets	824	864	650	1,450	1,450
000.04.516.200.49.03	<i>Misc</i> - Registrations for conferences and training	2,012	3,105	2,750	2,000	2,000
Services - Civil Service						
000.04.516.202.41.00	<i>Prof Svcs</i> - Public Safety Testing quarterly fees, Promotional Testing Fees, Legal Fees	-	16,283	18,000	22,500	22,500
000.04.516.202.43.00	<i>Travel</i> - Meals, mileage, parking, lodging for civil service conference and PST mtgs	-	-	-	-	-
000.04.516.202.44.00	<i>Advertising</i> - Advertising for non-commissioned, lateral police and firefighters positions	-	450	1,000	1,000	1,000

<i>Human Resources Con't</i>						
000.04.516.202.45.00	Rental - Room rentals and other expenses for testing for non-commissioned positions	-	975	1,000	4,000	4,000
000.04.516.202.49.00	Misc - Conference registration for Commissioners	-	49	750	750	750
000.04.516.202.49.01	Misc - Printing of brochures and recruitment cards	-	-	4,500	-	-
Total Services		40,129	95,437	164,788	105,988	105,988
Total Supplies, Services and Other		\$ 45,749	\$ 101,850	\$ 169,430	\$ 113,505	\$ 113,505

Finance

DEPARTMENT: Finance (05)**FUND:** General**FUND NUMBER :** 000**RESPONSIBLE MANAGER:** Peggy McCarthy**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.

2013-2014 Accomplishments

- ◆ Completed Klickitat LID assessment and bond issuance. *Strategic Goal 1.*
- ◆ Supported HPO and Diversity training, which was attended by all Finance staff; implemented LEAN and HPO methodologies and streamlined data input process by: developing auto upload templates for journal entries and daily revenue reports, improved timesheet entry and PCard transaction tracking, instituted new CAFR and budget preparation process allowing flexibility and improving accuracy, and completed a comprehensive review of all purchasing policies and procedures and revised to create a more efficient purchasing model. *Strategic Goal 4.*
- ◆ Involved the Tukwila community in the budget process by holding community meetings and providing information in the Tukwila Reporter and Hazelnut newspapers. *Strategic Goal 2.*
- ◆ Obtained debt funding for the Tukwila Metropolitan Park District; developed and adopted a debt policy that will help guide the City in long-term planning for capital projects. *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.*

2015-2016 Outcome Goals

- ◆ Support the Tukwila International Boulevard transformation by securing financing for the redevelopment project. *Strategic Goal 1.*
- ◆ Continue to implement LEAN and HPO methods to enhance efficiencies and service levels especially with fixed asset accounting and indirect cost allocation model. *Strategic Goal 4.*
- ◆ Assure continuity of operations through succession planning, staff training and development, and policies and procedure documentation. *Strategic Goal 4.*
- ◆ Support Regional Fire Authority exploratory committee. *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.*
- ◆ Implement new industry standards for transaction processing including compliance with new requirements regarding chipped credit cards. *Strategic Goal 4.*

2015-2016 Indicators of Success

- ◆ Financing is obtained and managed for the Tukwila International Boulevard redevelopment project.
- ◆ 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.
- ◆ Expanded knowledge within department of each major financial function; ability to perform functions by more than one person.
- ◆ Financial considerations of joining the Kent Regional Fire Authority are fully vetted resulting in sound conclusions.
- ◆ 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 September 30, 2015.

Performance Measures

Finance	2012 Actual	2013 Actual	2014 Estimated	2015 Projection	2016 Projection
Customer Service					
Number of utility accounts served	7,424	7,445	7,460	7,775	7,790
Number of utility bills generated	36,828	36,902	37,000	37,100	37,200
Accounts Payable and Accounts Receivable					
# of voucher payments	3,061	2,588	2,700	2,700	2,700
Average # of calendar days for AP to review, approve, and pay vouchers	7	7	7	7	7
# of accounts receivable invoices issued	637	755	646	650	650
Average days from revenue recognition to collection	32	24	27	25	25
Effectiveness, outcomes, and efficiency					
% monthly financial reports issued by the middle of the subsequent month (expenditure reports)	92%	92%	92%	100%	100%
Vendor checks voided due to Finance Dept error	7	5	8	6	6

Budget Changes by Expenditure Type

<i>Finance</i>							
	01 Salaries	02 Benefits	03 Supplies	04 Services	05 Intergov't	06 Capital	Total
2014 Budget	\$ 1,065,103	\$ 374,266	\$ 19,296	\$ 835,468	\$ -	\$ -	\$ 2,294,133
Base Services	3,135	18,948	-	161,000	-	-	183,083
Revenue Backed	-	-	-	-	-	-	-
Initiatives	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
2015 Budget	\$ 1,068,238	\$ 393,214	\$ 19,296	\$ 996,468	\$ -	\$ -	\$ 2,477,216
Base Services	31,004	29,780	-	17,000	-	-	77,784
Revenue Backed	-	-	-	-	-	-	-
Initiatives	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
2016 Budget	\$ 1,099,242	\$ 422,994	\$ 19,296	\$ 1,013,468	\$ -	\$ -	\$ 2,555,000

Budget Change Percentages

<i>Finance</i>							
	01 Salaries	02 Benefits	03 Supplies	04 Services	05 Intergov't	06 Capital	Total
2015 Changes							
Base Services	0.3%	5.1%	0.0%	19.3%	0.0%	0.0%	8.0%
Revenue Backed	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Initiatives	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Transfers	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
2016 Changes							
Base Services	2.9%	7.6%	0.0%	1.7%	0.0%	0.0%	3.1%
Revenue Backed	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Initiatives	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Transfers	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

Budget Change Discussion:

Base Services. Budget changes for the Finance department include, step increases and COLA increases for salaries, healthcare cost changes and increases in other employee benefits, service increases include additional budget for liability insurance, claims & judgments, and unemployment compensation.

Expenditure Summary

<i>Finance</i>							
Expenditures By Type	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % Chg	2015-16 % Chg
10 Salaries & Wages	\$ 905,015	\$ 979,474	\$ 1,065,103	\$ 1,068,238	\$ 1,099,242	0.29%	2.90%
20 Personnel Benefits	332,656	369,712	374,266	393,214	422,994	5.06%	7.57%
30 Supplies	12,581	11,347	19,296	19,296	19,296	0.00%	0.00%
40 Services	833,301	894,450	835,468	996,468	1,013,468	19.27%	1.71%
50 Intergovt. Svcs & Taxes	2	12	-	-	-	0.00%	0.00%
Department Total	\$ 2,083,555	\$ 2,254,995	\$ 2,294,133	\$ 2,477,216	\$ 2,555,000	7.98%	3.14%

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	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Finance Director	1	1	\$ 143,898	\$ 38,988	1	\$ 148,176	\$ 41,895
Deputy Finance Director	1	1	107,289	33,747	1	114,348	37,156
Senior Fiscal Coordinator	1	1	102,936	38,923	1	105,504	41,888
Fiscal Coordinator	3	3	290,715	97,842	3	298,008	105,213
Fiscal Specialist	5	5	326,088	146,101	5	334,203	157,306
Fiscal Support Technician	1	1	57,312	24,613	1	59,003	26,537
Extra Labor			30,000	-		30,000	-
Overtime			10,000	-		10,000	-
City-wide Unemployment Compensation			-	13,000		-	13,000
Department Total	12	12	\$ 1,068,238	\$ 393,214	12	\$ 1,099,242	\$ 422,994

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.

<i>Finance</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.05.514.230.31.00	<i>Supplies</i> - Office	\$ 9,311	\$ 11,347	\$ 19,296	\$ 19,296	\$ 19,296
000.05.514.230.31.90	<i>Supplies</i> - Central Supplies	3,270	-	-	-	-
Total Supplies		12,581	11,347	19,296	19,296	19,296
Services						
000.05.514.230.41.00	<i>Prof Svcs</i> - Annual audit from State of WA Auditor's Office, Consulting services	132,491	77,259	170,000	105,000	105,000
000.05.514.230.41.01	<i>Prof Svcs</i> - Microflex sales tax auditing program	2,519	2,484	5,000	5,000	5,000
000.05.514.230.42.00	<i>Communications</i> - Postage, delivery service, shipping	5,587	144	1,000	1,000	1,000
000.05.514.230.43.00	<i>Travel</i> - Meals, parking, mileage for WFOA, PSFOA, software training	2,139	2,378	5,000	5,000	5,000
000.05.514.230.45.00	<i>Rental</i> - Copier lease	-	1,275	2,700	2,700	2,700
000.05.514.230.46.00	<i>Insurance</i> - City-wide liability insurance	229,213	218,402	252,000	338,000	355,000
000.05.514.230.48.00	<i>R&M</i> - Folding maching, other equipment, vault, Eden software annual maintenance	352	55,260	2,500	62,500	62,500
000.05.514.230.49.00	<i>Misc</i> - Annual memberships, GFOA, WFOA, armor car service	13,866	13,393	21,900	21,900	21,900
000.05.514.230.49.03	<i>Misc</i> - Claims & judgments	440,285	519,959	370,000	450,000	450,000
000.05.514.230.49.08	<i>Misc</i> - PPI credit card fees	6,849	3,896	5,368	5,368	5,368
Total Services		833,301	894,450	835,468	996,468	1,013,468
Intergovernmental						
000.05.514.230.53.00	<i>Ext Taxes & Assmnts</i> - Excise Taxes	2	12	-	-	-
Total Intergovernmental		2	12	-	-	-
Total Supplies, Services and Other		\$ 845,884	\$ 905,809	\$ 854,764	\$1,015,764	\$1,032,764

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.

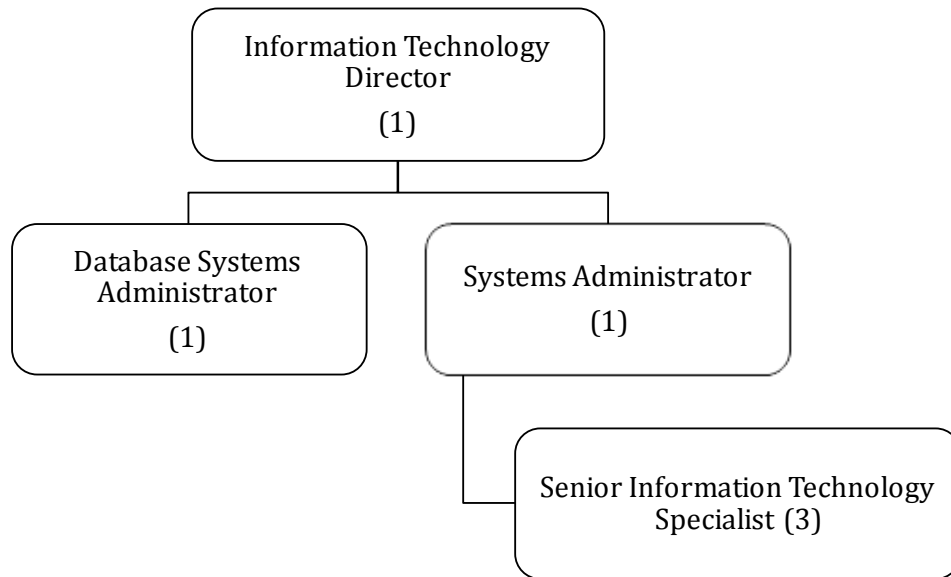
<i>Department 20</i>								
Expenditures By Type	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % Chg	2015-16 % Chg	
50 Intergovt. Svcs & Taxes	\$ 658,706	\$ 1,250,000	\$ -	\$ -	\$ -	0.00%	0.00%	
60 Capital Outlays	5,618,587	9,529,163	8,386,050	4,959,846	7,153,791	-40.86%	44.23%	
Department Total	\$ 6,277,293	\$ 10,779,163	\$ 8,386,050	\$ 4,959,846	\$ 7,153,791	-40.86%	44.23%	

TRANSFERS OUT -- From the General Fund to the Following Funds:

	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
103 Residential Street	\$ -	\$ 230,000	\$ 100,000	\$ -	\$ 200,000
104 Arterial Street	1,314,132	1,650,000	1,850,000	1,700,000	3,151,000
105 Contingency	-	4,225,000	2,200,000	-	-
107 Fire Equipment Reserve	-	83,919	-	-	-
109 Drug Seizure	-	-	75,000	-	-
2** Debt Service	2,770,995	2,940,244	3,428,650	2,759,846	3,302,791
301 Land & Park Acquisition	-	-	212,000	-	-
303 General Government Improvements	1,210,000	-	500,000	200,000	200,000
401 Water - Hydrant Rental	98,460	-	-	-	-
411 Golf Course	225,000	400,000	600,000	300,000	300,000
TOTAL	\$ 5,618,587	\$ 9,529,163	\$ 8,965,650	\$ 4,959,846	\$ 7,153,791



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Information Technology

DEPARTMENT: Information Technology (12)**FUND:** General**RESPONSIBLE MANAGER:** Mary Miotke**FUND NUMBER:** 000**POSITION:** Director**Description:**

The Information Technology 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 IT 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.

2013-2014 Accomplishments

- ◆ Offsite data storage and disaster recovery hot site put into place for redundancy and timely recovery of the City's systems. *Strategic Goal 4.*
- ◆ Worked with Police & Fire to fully implement within the defined schedule the Valley Communications dispatch and communications upgrades for Public Safety. *Strategic Goal 1.*
- ◆ Participated in the implementation of the City's new permit tracking software system by working closely with key staff in multiple departments and the software vendor to install, configure, test and bring the system to live production within scheduled timeline. *Strategic Goal 4 and 5.*
- ◆ Improved outreach efforts to citizens by installing videotaping and streaming equipment for the broadcast of City Council Meetings. *Strategic Goal 5.*
- ◆ Installed centrally managed enterprise-class wireless network equipment to securely connect mobile devices to network. *Strategic Goal 4.*
- ◆ Collaborated with Public Works to roll-out a new pipeline inspection camera truck using technology designed for asset-based architecture with seamless integration into the City's databases and geographic information systems. *Strategic Goal 4.*
- ◆ Facilitated and installed the technology infrastructure and communication connectivity for the Police Department's new publicly-accessible Community Resource Center at Southcenter Mall. *Strategic Goal 1 and 5.*

2015-2016 Outcome Goals

- ◆ Collaborate with staff in Community Development, Fire and other departments to enhance the significant capabilities of Trakit, including eTrakit online services for citizens and iTrakit field inspection services for staff. *Strategic Goal 4 and 5.*
- ◆ Optimize Public Safety field mobility communication network for quality of service, efficiency and dependability. *Strategic Goal 1 and 4.*
- ◆ Redeem Microsoft technical training vouchers included in Microsoft's Enterprise Licensing Agreement for applicable technical training for IT staff. *Strategic Goal 4.*
- ◆ Formalize Technology Stakeholders group to meet quarterly to prioritize and discuss status on current and future IT projects that benefit the City. *Strategic Goal 4.*

2015-2016 Indicators of Success

- ◆ Relevant modules of Trakit in full production for DCD and FD, with online services for citizens and field inspection capabilities in use.
- ◆ Field mobility communication optimized for Police and Fire department communication, with all vehicles connected to system (95% uptime) and secure mobile connectivity to internal and off-site data.
- ◆ Applicable training classes identified for remaining vouchers and training completed by IT staff.
- ◆ Technology Stakeholders group meetings held every quarter with priority projects incorporated into IT work plan.

Information Technology Department - Budget Changes by Expenditure Type

<i>Information Technology</i>							
	01 Salaries	02 Benefits	03 Supplies	04 Services	05 Intergov't	06 Capital	Total
2014 Budget	\$ 649,959	\$ 241,616	\$ 127,766	\$ 311,216	\$ -	\$ 32,000	\$ 1,362,557
Base Services	3,287	21,180	10,500	11,709	-	(22,000)	24,676
Revenue Backed	-	-	-	-	-	-	-
Initiatives	-	-	-	-	-	-	-
Transfers	(130,080)	(50,406)	-	(45,000)	-	-	(225,486)
2015 Budget	\$ 523,166	\$ 212,390	\$ 138,266	\$ 277,925	\$ -	\$ 10,000	\$ 1,161,747
Base Services	14,006	15,781	-	220	-	-	30,007
Revenue Backed	-	-	-	-	-	-	-
i	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
2016 Budget	\$ 537,172	\$ 228,171	\$ 138,266	\$ 278,145	\$ -	\$ 10,000	\$ 1,191,754

Information Technology Department - Budget Change Percentages

<i>Information Technology</i>							
	01 Salaries	02 Benefits	03 Supplies	04 Services	05 Intergov't	06 Capital	Total
2015 Changes							
Base Services	0.5%	8.8%	8.2%	3.8%	0.0%	-68.8%	1.8%
Revenue Backed	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Initiatives	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Transfers	-20.0%	-20.9%	0.0%	-14.5%	0.0%	0.0%	-16.5%
2016 Changes							
Base Services	2.7%	7.4%	0.0%	0.1%	0.0%	0.0%	2.6%
Revenue Backed	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Initiatives	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Transfers	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

Budget Change Discussion:

Base Services: Budget changes include step increases and COLA increases for salaries, healthcare cost changes and increases in other employee benefits, increase for network equipment, increase for network equipment services, and reduction in capital. Budget was moved from capital to supplies and services.

Transfers: 2 staff positions and related benefits were transferred to the Mayor's Office Communications division. Services related to communications was transferred as well.

Expenditure & Revenue Summary

<i>Information Technology</i>								
Expenditures By Type	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-15 % Chg	2015-16 % Chg	
10 Salaries & Wages	\$ 589,534	\$ 632,000	\$ 649,959	\$ 523,166	\$ 537,172	-19.51%	2.68%	
20 Personnel Benefits	218,257	221,254	241,616	212,390	228,171	-12.10%	7.43%	
30 Supplies	107,353	120,153	127,766	138,266	138,266	8.22%	0.00%	
40 Services	171,011	271,949	311,216	277,925	278,145	-10.70%	0.08%	
60 Capital Outlays	19,984	-	32,000	10,000	10,000	-68.75%	0.00%	
Department Total	\$ 1,106,138	\$ 1,245,356	\$ 1,362,557	\$ 1,161,747	\$ 1,191,754	-14.74%	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>Information Technology</i>							
Position Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
IT Director	1	1	\$146,184	\$ 39,245	1	\$149,064	\$ 42,012
Systems Administrator	1	1	92,184	37,165	1	94,008	39,941
Senior Info Technology Specialist	2	3	200,530	100,696	3	207,792	108,244
Database Administrator	1	1	81,768	35,283	1	83,808	37,975
Admin Support Coordinator	2	0	-	-	0	-	-
Info Technology Assistant	1	0	-	-	0	-	-
Extra Labor			2,500	-		2,500	-
Department Total	8	6	\$523,166	\$ 212,390	6	\$ 537,172	\$ 228,171

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.

<i>Information Technology</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
000.12.518.880.31.00	<i>Supplies-Office & Operating</i>	\$ 2,143	\$ 2,358	\$ 3,766	\$ 3,500	\$ 3,500
000.12.518.880.31.01	<i>Supplies-Repair</i>	1,137	1,114	2,000	2,000	2,000
000.12.518.880.31.43	<i>Supplies-Food</i>	-	-	-	266	266
000.12.518.880.31.44	<i>Supplies-Training</i>	-	-	-	500	500
000.12.518.880.35.00	<i>Small Tools & Minor Equipment - Computer parts</i>	69,964	86,942	87,500	87,500	87,500
000.12.518.880.35.01	<i>Small Tools-Nextel</i>	821	-	1,500	1,500	1,500
000.12.518.880.35.02	<i>Small Tools-Network</i>	33,287	29,739	33,000	43,000	43,000
Total Supplies		107,353	120,153	127,766	138,266	138,266
Services						
000.12.518.880.41.01	<i>Prof Svcs - Technical support</i>	1,451	4,445	1,000	1,000	1,000
000.12.518.880.42.00	<i>Communication - connectivity expense, repair & maintenance for technology items</i>	11,280	592	27,700	7,700	7,700
000.12.518.880.42.01	<i>Communication - City-wide cell phone service</i>	55,903	45,983	40,000	40,000	40,000
000.12.518.880.42.02	<i>Communication - telephone charges</i>	-	58,096	60,000	60,000	60,000
000.12.518.880.42.03	<i>Communication</i>	-	2,053	1,000	-	-
000.12.518.880.43.00	<i>Travel - Meals, Parking, Mileage, Lodging for conferences: ACCIS, Active, Accela</i>	1,352	414	1,500	1,500	1,500
000.12.518.880.45.00	<i>Rental - Misc</i>	39	39	-	-	-
000.12.518.880.45.94	<i>Rental - Equipment Replacement Fund</i>	-	1,833	1,833	1,833	1,833
000.12.518.880.45.95	<i>Rental - Equipment Rental O & M</i>	896	5,029	4,183	4,392	4,612
000.12.518.880.48.00	<i>R&M - Office & Network Equipment</i>	12,327	1,461	3,000	3,000	3,000
000.12.518.880.48.01	<i>R&M - Telephone maintenance</i>	-	1,080	28,500	28,500	28,500
000.12.518.880.48.02	<i>R&M - Puget Sound Access (Televising Council Meeting)</i>	-	15,178	25,000	25,000	25,000
000.12.518.880.49.00	<i>Misc - Computer system component upgrades</i>	21,570	35,017	27,000	15,000	15,000
000.12.518.880.49.01	<i>Misc - Standard software new and upgrade purchases, Microsoft Enterprise License</i>	2,640	99,726	88,000	88,000	88,000
000.12.518.880.49.03	<i>Misc - Registrations for conferences and training</i>	1,313	1,004	2,500	500	500
000.12.518.880.49.44	<i>Misc - Training</i>	-	-	-	1,500	1,500

Expenditure Detail - Supplies, Services and Other, Continued

<i>Information Technology Con't</i>						
000.12.518.881.42.02	Communication	1,269	-	-	-	-
000.12.528.800.42.00	Communication	60,398	-	-	-	-
000.12.528.800.48.00	R&M	573	-	-	-	-
Total Services		171,011	271,949	311,216	277,925	278,145
Other						
000.12.594.180.64.02	Capital - Machinery & equipment	19,984	-	32,000	10,000	10,000
Total Other		19,984	-	32,000	10,000	10,000
Total Supplies, Services and Other		\$ 298,347	\$ 392,102	\$ 470,982	\$ 426,191	\$ 426,411



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DEPARTMENT: Mayor's Office**FUND:** Hotel/Motel**RESPONSIBLE MANAGER:** Derek Speck**FUND NUMBER:** 101**POSITION:** Econ. Dev. Administrator**Description:**

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

2013-2014 Accomplishments

- ◆ Implemented Destination Marketing Association International industry standard performance reporting. *Strategic Goal 4.*
- ◆ Tourism Program Manager completed Destination Management Executive Certification. A necessary step towards organizational accreditation. *Strategic Goal 4.*
- ◆ To enhance program marketing efforts, opened a satellite Visitor Center at Westfield Southcenter Mall. *Strategic Goal 3.*
- ◆ Continued efforts to market Seattle Southside as a premier travel destination resulted in 20,616 room nights and \$21 million generated in direct tourist spending that brings about an estimated \$1.2 million in local tax receipts and another \$1.4 million in state tax receipts in 2013. Investment in program marketing initiatives resulted in an estimated ROI of \$14.26 for every \$1 spent. *Strategic Goal 3.*
- ◆ Implemented City Council direction on formation of a Seattle Southside Tourism Promotion Area. *Strategic Goal 3.*

2015-2016 Outcome Goals

- ◆ Continue 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. *Strategic Goal 3.*
- ◆ Continue using program performance reporting based on industry standards established by Destination Marketing Association International that provide benchmarks for evaluating and communicating program performance. *Strategic Goal 4.*
- ◆ Support City's effort to form positive relationships and build trust by working with travel and tourism industry, business community, other local municipalities, and residents. *Strategic Goal 5*
- ◆ Establish and implement a transition plan before the end of 2015 that will move the Seattle Southside tourism program to the newly created Seattle Southside Regional Tourism Authority (SSRTA). *Strategic Goal 3.*

2015-2016 Indicators of Success

- ◆ Produce an Annual Report and present report at the City Lodging Tax Advisory Committees, City Council meetings and the annual Seattle Southside Tourism Networking Meeting that will include a summary of the annual marketing initiatives implemented, measured performance outcomes and ROI.
- ◆ Complete transition of SSVS from a City division to SSRTA.

2013 Performance Measures

Most converted inquirers spend the night in commercial lodging accommodations (88%). Nearly 9 in 10 visitors stayed overnight on their visit – an average of nearly 4 nights. Most overnight visitors chose a hotel/resort/motel for their stay.

- 97% travel greater than 50 miles;
- 3% live within a 50 miles radius;
- 11% stayed overnight with family and friends; and
- The average visitor travels more than 1,600 miles to visit the area.

Website visitors: 492,731 resulting in 1,126 SSVS website hotel reservations through our booking engine x \$377 average spend = \$424,502 in direct tourist spending...

...28,017 online outbound hotel and package referrals, using a national industry average of an estimated 40% conversion rate on outbound links = 11,207 estimated room nights x \$893 = \$10,007,851 direct tourist spending or > *(pending completion of additional H2R research phase 2 digital media conversion study).*

Group Sales: 33 booked groups in 2013 = 3,544 room nights x \$377 a day = estimated direct visitor spending \$1,336,088

Shuttle Riders: 28,260 riders x \$150 = estimated direct visitor spending \$4,239,000

Visitor Inquiries: (9,333 x 56%) or 5,226 room nights x \$1,007 per trip = estimated direct visitor spending \$5,263,056

Visitor Center walk-in hotel reservations: 140 x \$893 per trip = estimated direct visitor spending \$125,020

\$21,395,461 Total Estimated Director Visitor Spending

\$1,500,000 Program Budget

= 1 to \$14.26 ROI

Revenue and Expenditure Summary

<i>Hotel/Motel Fund</i>							
	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-2015 % Change	2015-2016 % Change
Operating Revenue							
<i>General Revenue</i>							
Hotel/Motel Taxes	\$ 522,033	\$ 526,832	\$ 565,000	\$ 600,000	\$ 630,000	6.19%	5.00%
Merchandise Sales	69	-	-	-	-	0.00%	0.00%
<i>Total General Revenue</i>	522,102	526,832	565,000	600,000	630,000	6.19%	5.00%
Intergovernmental Revenue	857,763	882,810	853,550	853,550	-	0.00%	0.00%
<i>Miscellaneous Revenue</i>							
Investment Earnings	724	933	1,766	1,766	-	0.00%	0.00%
Other Misc Revenue	12,608	21,708	12,000	12,000	-	0.00%	0.00%
<i>Total Miscellaneous Revenue</i>	13,332	22,641	13,766	13,766	-	0.00%	0.00%
Total Operating Revenue	1,393,197	1,432,282	1,432,316	1,467,316	630,000	2.44%	-57.06%
<i>Total Revenue</i>	1,393,197	1,432,282	1,432,316	1,467,316	630,000	2.44%	-57.06%
	-	-	-	-	-		
Operating Expenses							
10 Salaries & Wages	317,905	310,988	395,298	312,154	-	-21.03%	0.00%
20 Personnel Benefits	86,938	81,867	91,466	98,710	-	7.92%	0.00%
30 Supplies	20,541	28,987	24,000	21,000	-	-12.50%	0.00%
40 Services	947,737	910,011	1,017,841	1,037,853	392,500	1.97%	-62.18%
50 Intergov't Services & Taxes	-	-	-	-	-	0.00%	0.00%
Total Operating Expenses	1,373,121	1,331,852	1,528,605	1,469,717	392,500	-3.85%	-73.29%
Capital Expenses							
60 Capital Outlay	-	-	10,000	10,000	-	0.00%	0.00%
Total Capital Expenses	-	-	10,000	10,000	-	0.00%	0.00%
Indirect cost allocation	96,937	96,191	102,498	97,925	35,000	-4.46%	-64.26%
<i>Total Expenses</i>	1,470,058	1,428,043	1,641,103	1,577,642	427,500	-3.87%	-72.90%
Change in Fund Balance	(76,861)	4,239	(208,787)	(110,326)	202,500	-47.16%	-283.55%
Beginning Fund Balance	787,568	710,707	525,584	500,000	389,674	-4.87%	-22.07%
<i>Ending Fund Balance</i>	\$ 710,707	\$ 714,946	\$ 316,797	\$ 389,674	\$ 592,174	23.00%	51.97%

Expenditure Detail - Salaries and Benefits

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

It is expected that in 2016 staff will transition to the newly formed Tourism Authority.

<i>Tourism</i>							
Position Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Program Manager	1	1	\$ 103,536	\$ 25,847	0	\$ -	\$ -
Business Community Liason	1	1	65,292	35,252	0	-	-
Marketing Communications Coordin	1	1	68,904	19,583	0	-	-
Admin Support Specialist	1	1	60,312	18,028	0	-	-
Extra Labor			10,000	-		-	-
Overtime			4,110	-		-	-
Department Total	4	4	\$ 312,154	\$ 98,710	0	\$ -	\$ -

Expenditure Detail - Supplies and Services

Supplies include miscellaneous supplies. Services include community reporting, mailing, equipment rental and repair charges, registrations in various organizations, marketing costs to attract visitors to the area, Southwest King County Chamber contract, among others. Capital includes miscellaneous capital equipment as needed.

It is anticipated that Tourism will transition to a newly formed Authority by the end of 2015.

<i>Tourism</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies - Joint Basic Operations						
101.00.557.300.31.00	Supplies - Office & Operating	\$ 18,942	\$ 28,987	\$ 20,000	\$ 20,000	\$ -
Supplies - Tukwila Projects						
101.00.557.302.31.00	Supplies -Office and Operating	1,599	-	4,000	1,000	-
101.00.557.302.31.90	Supplies - Meals and Refreshments	-	-	-	-	-
Total Supplies		20,541	28,987	24,000	21,000	-
Services - Joint Basic Operations						
101.00.557.300.41.02	Prof Svcs - Public relations	13,396	5,055	10,000	10,000	-
101.00.557.300.41.03	Prof Svcs - Mailhandlers & Cascade E-Commerce, SeaTac Visitor Center staff	60,659	65,331	61,000	93,000	-
101.00.557.300.41.12	Prof Svcs - Website development and maintenance, SliceHost, DMAI Empowerment, event calculator	11,993	16,589	30,000	30,000	-
101.00.557.300.42.00	Communication - Sprint, MCI, Eblast	35,912	50,186	30,000	25,000	-
101.00.557.300.42.01	Communication - Postage	31,583	38,159	45,000	35,000	-
101.00.557.300.43.00	Travel - Parking, meals, mileage, air travel - tradeshow, education, sells missions	13,143	13,281	23,000	23,000	-
101.00.557.300.45.00	Rental - Office lease, copier lease, postage meter, AV equipment, water cooler	43,319	44,280	49,000	50,500	-
101.00.557.300.45.94	Rental - Equipment Replacement Fund	-	1,500	1,500	1,650	-
101.00.557.300.45.95	Rental - Equipment Rental O & M	-	1,279	1,241	1,303	-
101.00.557.300.47.00	Public Utility	857	900	1,500	1,500	-
101.00.557.300.48.00	R&M - Equipment repairs and maintenance	821	-	1,000	1,000	-
101.00.557.300.49.00	Misc - Registrations in various local and national organizations	34,095	38,312	30,000	36,000	-
101.00.557.300.49.01	Misc - Printing of letterhead, envelopes, business cards, signs, collateral, flags	4,219	3,326	5,000	2,000	-
101.00.557.300.49.08	Misc - PPI credit card fees	131	341	400	400	-
Services - Joint Marketing Activities						
101.00.557.301.44.10	Marketing - Washington State Visitor's Guide, Scenic Byways, AAA, online advertising, Rotary	234,488	223,375	173,000	173,000	-
101.00.557.301.44.11	Marketing - Starfire Sports	22,500	18,750	27,500	25,000	-
101.00.557.301.44.12	Marketing - Social media ad buys, research, Experience WA ad, stock photos, Green Rubino contract	86,837	30,901	68,000	70,500	-
101.00.557.301.44.15	Marketing - Tourism map, vacation planner	35,282	15,308	25,000	25,000	-

<i>Tourism Con't</i>						
Services - Tukwila Projects						
101.00.557.302.41.00	<i>Prof Svcs</i> - Conversion Study & SSRTA	16,500	4,789	50,000	-	337,500
101.00.557.302.41.01	<i>Prof Svcs</i> - SW King County Chamber contract	1,250	20,000	20,000	20,000	20,000
101.00.557.302.41.02	<i>Prof Svcs</i> - Public relations	20,865	-	-	-	-
101.00.557.302.41.03	<i>Prof Svcs</i> - Community Events	14,569	-	-	-	-
101.00.557.302.41.05	<i>Museum of Flight</i> - Shuttle ad campaign and annual marketing contract	25,000	35,000	40,000	35,000	35,000
101.00.557.302.41.06	<i>Prof Svcs</i> - Agency staff	-	-	-	56,000	-
101.00.557.302.42.00	<i>Communication</i> - Postage	-	-	4,100	3,000	-
101.00.557.302.43.00	<i>Travel</i> - Mileage, parking, etc	7	66	-	-	-
101.00.557.302.49.00	<i>Misc</i> - Misc incidental costs	25	-	1,600	-	-
Services - SeaTac Projects						
101.00.557.303.44.10	<i>Advertising</i> - SeaTac marketing projects	120,287	163,283	200,000	200,000	-
101.00.557.303.44.11	<i>Advertising</i> - Mall shuttle	120,000	120,000	120,000	120,000	-
Total Services		947,737	910,011	1,017,841	1,037,853	392,500
Other						
101.00.594.570.64.03	<i>Capital</i> - Machinery and Equipment	-	-	10,000	10,000	-
Total Other		-	-	10,000	10,000	-
Total Supplies, Services and Other		\$ 968,278	\$ 938,997	\$ 1,051,841	\$ 1,068,853	\$ 392,500



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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>							
	2012	2013	2014	2015	2016	2014-2015	2015-2016
	Actual	Actual	Budget	Budget	Budget	% Change	% Change
Operating Revenue							
<i>Miscellaneous Revenue</i>							
Investment Earnings	(0)	-	1,000	-	-	0.00%	0.00%
Seizure Revenue	-	61,213	20,000	60,000	60,000	200.00%	0.00%
<i>Total Miscellaneous Revenue</i>	(0)	61,213	21,000	60,000	60,000	185.71%	0.00%
Transfers In	-	-	75,000	-	-	0.00%	0.00%
<i>Total Revenue</i>	(0)	61,213	96,000	60,000	60,000	-37.50%	0.00%
Operating Expenses							
30 Supplies	9,629	1,541	3,000	3,000	3,000	0.00%	0.00%
40 Services	18,268	39,188	22,000	22,000	12,000	0.00%	-45.45%
50 Intergov't Services & Taxes	-	30,000	30,000	30,000	30,000	0.00%	0.00%
Total Operating Expenses	27,896	70,729	55,000	55,000	45,000	0.00%	-18.18%
Indirect cost allocation	-	75,000	-	-	-	0.00%	0.00%
<i>Total Expenses</i>	69,586	145,729	55,000	55,000	45,000	0.00%	-18.18%
Change in Fund Balance	(69,586)	(84,516)	41,000	5,000	15,000	-87.80%	200.00%
Beginning Fund Balance	229,711	160,125	246,000	60,000	65,000	-75.61%	8.33%
<i>Ending Fund Balance</i>	\$ 160,125	\$ 75,609	\$ 287,000	\$ 65,000	\$ 80,000	-77.35%	23.08%

Expenditure Detail – Supplies, Services and Other

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

<i>Police - Drug Seizure Fund</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
109.00.521.250.31.00	<i>Supplies - Office & Operating</i>	\$ 719	\$ -	\$ 3,000	\$ 3,000	\$ 3,000
109.00.521.250.35.00	<i>Small Tools - Telecom equipment</i>	-	771	-	-	-
109.00.521.251.35.00	<i>Small Tools - Telecom equipment</i>	3,249	770	-	-	-
Total Supplies		3,968	1,541	3,000	3,000	3,000
Services						
109.00.521.250.41.00	<i>Prof Svcs - Alive & Free program</i>	242	-	10,000	10,000	10,000
109.00.521.250.43.00	<i>Travel - Airfare, hotel, etc</i>	4,697	5,268	-	-	-
109.00.521.250.45.00	<i>Rental - Equipment</i>	-	-	10,000	10,000	-
109.00.521.250.49.00	<i>Misc - Registration, marketing</i>	864	3,380	2,000	2,000	2,000
109.00.521.251.41.00	<i>Prof Svcs - Alive & Free program</i>	185	30,000	-	-	-
109.00.521.251.49.00	<i>Misc -Registration</i>	840	540	-	-	-
Total Services		6,828	39,188	22,000	22,000	12,000
Intergovernmental						
109.00.521.250.51.00	<i>Intergovernmental - Alive & Free costs</i>	-	30,000	30,000	30,000	30,000
Total Intergovernmental		-	30,000	30,000	30,000	30,000
Other						
109.00.594.215.64.00	<i>Capital - Machinery and equipment</i>	41,690	-	-	-	-
Total Other		41,690	-	-	-	-
Total Supplies, Services and Other		\$ 52,486	\$ 70,729	\$ 55,000	\$ 55,000	\$ 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 105 - Revenue and Expenditures</i>							
	2012	2013	2014	2015	2016	2014-2015	2015-2016
	Actual	Actual	Budget	Budget	Budget	% Change	% Change
Operating Revenue							
<i>Miscellaneous Revenue</i>							
Investment Earnings	2,726	2,477	1,816	1,816	1,816	0.00%	0.00%
<i>Total Miscellaneous Revenue</i>	2,726	2,477	1,816	1,816	1,816	0.00%	0.00%
Transfers In	-	4,300,000	2,200,000	-	-	0.00%	0.00%
<i>Total Revenue</i>	2,726	4,302,477	2,201,816	1,816	1,816	-99.92%	0.00%
Change in Fund Balance	2,726	4,302,477	2,201,816	1,816	1,816	-99.92%	0.00%
Beginning Fund Balance	1,457,728	1,460,454	3,076,816	5,700,000	5,701,816	85.26%	0.03%
<i>Ending Fund Balance</i>	\$ 1,460,454	\$ 5,762,932	\$ 5,278,632	\$ 5,701,816	\$ 5,703,632	8.02%	0.03%



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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.

2013-2014 Accomplishments

- ◆ Issued \$1 million bond and loaned proceeds to the Tukwila Metropolitan Park District. Funds were used to pay for capital improvements to the Tukwila Pool. *Strategic Goal 4.*
- ◆ Issued \$6.5 million in bonds to reimburse the City for costs related to a major reconstruction of Southcenter Parkway between Strander Boulevard and Tukwila Parkway. This greatly improved access to the Southcenter retail and commercial area. *Strategic Goal 4.*

2015-2016 come Goals

- ◆ Issue \$3.1 million bonds for the Interurban Avenue South project. This project will design and construct sidewalks and other improvements. *Strategic Goal 4.*
- ◆ Issue \$2.5 million bonds to rehabilitate Boeing Access Road Bridge. *Strategic Goal 4.*
- ◆ Issue \$6.1 million in taxable bonds to purchase properties located in the Tukwila Redevelopment Area. *Strategic Goal 4.*
- ◆ Issue \$4.4 million in bonds to design and construct sidewalks and underground utilities on 42nd Avenue South. *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 6 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.

Valley Communications Limited Tax GO Refunding Bonds, 2010: Pay for a portion for a new Valley Communications Center, along with 4 other cities.

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.

Planned Debt

Interurban Avenue South: Design and construct sidewalks, pavement restoration, drainage and lighting. Total bonds anticipated to be issued \$3.1 million.

Boeing Access Road Bridge: Rehabilitate the existing bridge with a 340' long concrete or steel bridge structure. Total bonds anticipated to be issued \$2.5 million.

Urban Renewal: Purchase properties located in the Tukwila Redevelopment area. Total bonds anticipated to be issued \$6.1 million.

Proposed New Debt

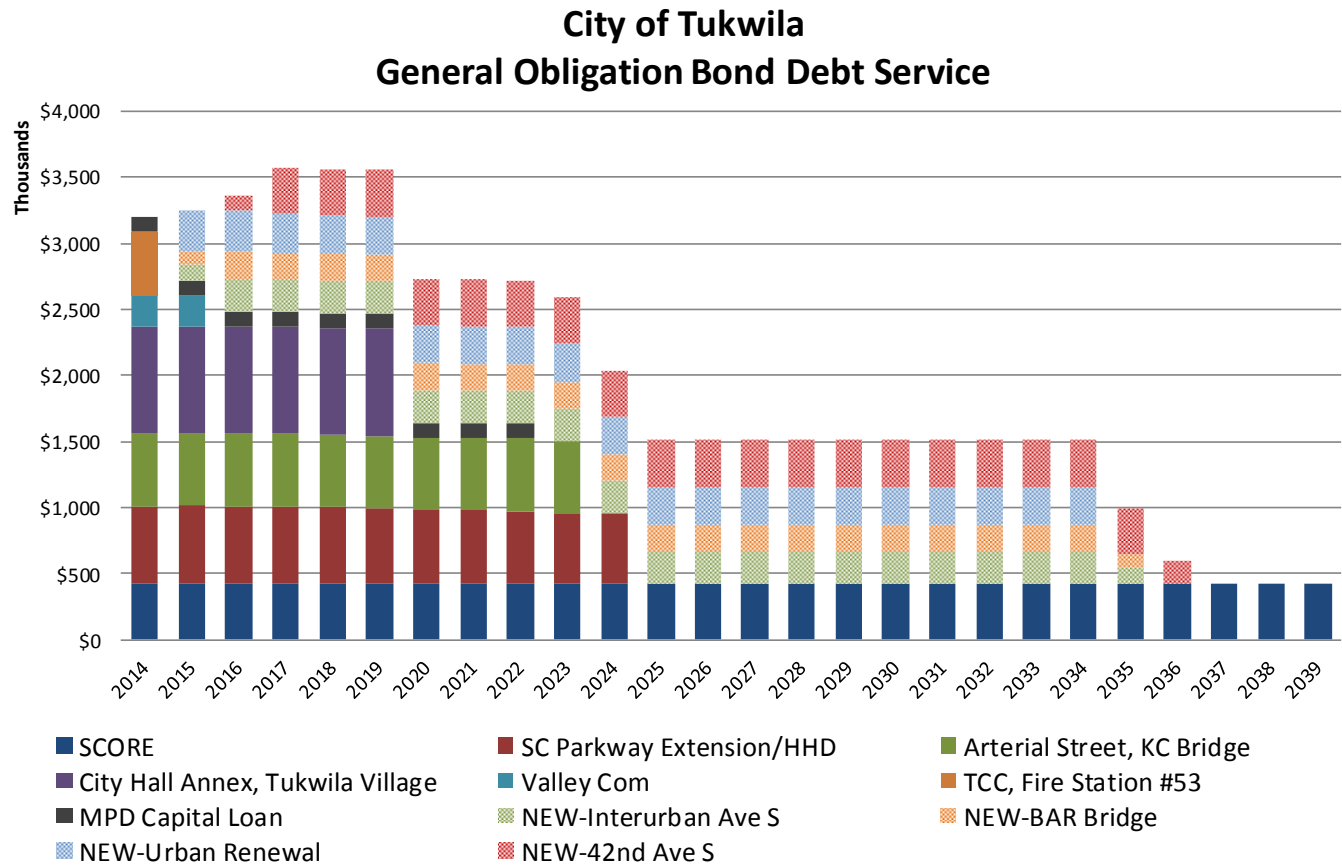
42nd Avenue South: Design and construct street improvements, drainage, sidewalks, bike facilities, and driveway adjustments. Total bonds anticipated to be issued \$4.4 million.

GO Debt - Revenue and Expenditure Summary

<i>General Obligation Debt Service Funds - Combined</i>							
	2012	2013	2014	2015	2016	2014-2015	2015-2016
	Actual	Actual	Budget	Budget	Budget	% Change	% Change
Revenue							
Build America Bonds Tax Credit	\$ 66,657	\$ 61,358	\$ 66,657	\$ 61,858	\$ 61,858	-7.20%	0.00%
Investment Earnings	28,421	28,812	-	-	-	0.00%	0.00%
Capital Contribution - SCORE	262,660	-	-	437,355	-	0.00%	0.00%
Capital Contribution - Valley Com	-	36,000	-	-	-	0.00%	0.00%
<i>Total Miscellaneous Revenue</i>	357,739	126,170	66,657	499,213	61,858	648.93%	-87.61%
Transfers In	2,770,995	3,019,329	3,028,650	2,759,846	3,302,791	-8.88%	19.67%
<i>Total Revenue</i>	3,128,734	3,145,499	3,095,307	3,259,059	3,364,649	5.29%	3.24%
Expenditures							
70 Early Retirement of Debt	-	2,665,000	-	-	-	0.00%	0.00%
70 Principal	2,254,200	2,261,000	2,191,000	2,430,707	2,607,271	10.94%	7.26%
80 Interest	1,178,464	1,109,493	901,795	828,352	757,378	-8.14%	-8.57%
Total Debt Service Funds	3,432,664	6,035,493	3,092,795	3,259,059	3,364,649	5.38%	3.24%
Transfers Among Debt Service Funds	-	995	11,826	-	-	0.00%	0.00%
<i>Total Expenditures</i>	3,432,664	6,036,488	3,104,621	3,259,059	3,364,649	4.97%	3.24%
Change in Fund Balance	(303,931)	(2,890,990)	(9,314)	-	-	0.00%	0.00%
Beginning Fund Balance	3,316,312	3,012,381	9,314	5,000	5,000	-46.32%	0.00%
<i>Ending Fund Balance</i>	\$ 3,012,381	\$ 121,391	\$ -	\$ 5,000	\$ 5,000	0.00%	0.00%

Local Improvement District & Guaranty Fund - Revenue and Expenditure Summary

<i>Local Improvement District #33 Debt Service Funds - Combined</i>							
	2012	2013	2014	2015	2016	2014-2015	2015-2016
	Actual	Actual	Budget	Budget	Budget	% Change	% Change
Revenue							
Investment Earnings	\$ -	\$ 99	\$ -	\$ 500	\$ 500	0.00%	0.00%
<i>Total Miscellaneous Revenue</i>	-	99	-	500	500	0.00%	0.00%
LID Assessments	-	2,788,350	600,000	443,147	443,147	-26.14%	0.00%
LID Assessment Interest	-	-	248,400	366,993	342,526	47.74%	-6.67%
<i>Total LID Assessments Receipts</i>	-	2,788,350	848,400	810,140	785,673	-4.51%	-3.02%
LID Bond Proceeds	-	668,750	-	-	-	0.00%	0.00%
<i>Total Revenue</i>	-	3,457,198	848,400	810,640	786,173	-4.45%	-3.02%
	-	-	-	-	-		
Expenditures							
70 Principal	-	-	-	447,500	450,000	0.00%	0.56%
80 Interest	-	-	-	346,784	286,005	0.00%	-17.53%
Total Debt Service Funds	-	-	-	794,284	736,005	0.00%	-7.34%
Transfers Among Debt Service Funds	-	-	680,000	-	-	0.00%	0.00%
<i>Total Expenditures</i>	-	-	680,000	794,284	736,005	16.81%	-7.34%
Change in Fund Balance	-	3,457,198	168,400	16,356	50,168	-90.29%	206.73%
Beginning Fund Balance	-	-	680,000	1,473,000	1,489,356	116.62%	1.11%
<i>Ending Fund Balance</i>	\$ -	\$ 3,457,198	\$ 848,400	\$ 1,489,356	\$ 1,539,524	75.55%	3.37%



The chart above reflects the general obligation debt service of the City. Because contract revenue is higher than anticipated, 2015 SCORE debt service for member cities is being paid by SCORE.

<i>Schedule of Budgeted General Obligation Long-Term Debt</i>											
	Fund 211 LTGO Refunding, 2008	Fund 212 LTGO Bonds, 2009	Fund 214 LTGO 2010	Fund 216 LTGO Refunding, 2010	Fund 217 LTGO Refunding, 2011	Fund 218 LTGO, 2013					
	\$6,180,000 Original Issue	\$6,898,800 Original issue	\$5,870,000 Original Issue	\$1,065,000 Original Issue	\$4,620,000 Original Issue	\$1,000,000 Original issue	\$3,100,000 Planned Issue	\$2,500,000 Planned Issue	\$6,100,000 Planned Issue	\$4,400,000 Planned Issue	
	City Hall Annex, Tukwila Village	SCORE	SC Parkway Extension/ HHD	Valley Com	Arterial Street, KC Bridge	MPD Loan	New Debt - Interurban Ave S	New Debt - BAR Bridge	New Debt - Urban Renewal	New Debt - 42nd Ave S	Total Existing and Planned General Obligation Debt
2015	\$ 811,300	\$ 428,183	\$ 585,650	\$ 228,800	\$ 545,825	\$ 113,130	\$ 124,000	\$ 100,000	\$ 313,000	\$ -	\$ 3,249,887
2016	811,100	427,960	585,450	-	548,675	113,130	248,000	200,000	313,000	117,333	3,364,648
2017	809,900	427,461	581,190	-	552,300	113,130	248,000	200,000	287,000	352,000	3,570,981
2018	809,100	428,288	575,152	-	549,250	113,130	248,000	200,000	287,000	352,000	3,561,920
2019	810,900	427,973	567,307	-	548,700	113,130	248,000	200,000	287,000	352,000	3,555,010
2020	-	427,869	558,182	-	545,300	113,130	248,000	200,000	287,000	352,000	2,731,481
2021	-	426,239	552,520	-	546,300	113,130	248,000	200,000	287,000	352,000	2,725,188
2022	-	427,532	543,175	-	551,500	113,115	248,000	200,000	287,000	352,000	2,722,322
2023	-	427,379	533,018	-	545,900	-	248,000	200,000	287,000	352,000	2,593,297
2024	-	426,885	527,050	-	-	-	248,000	200,000	287,000	352,000	2,040,935
2025	-	426,356	-	-	-	-	248,000	200,000	287,000	352,000	1,513,356
2026	-	426,130	-	-	-	-	248,000	200,000	287,000	352,000	1,513,130
2027	-	425,896	-	-	-	-	248,000	200,000	287,000	352,000	1,512,896
2028	-	425,636	-	-	-	-	248,000	200,000	287,000	352,000	1,512,636
2029	-	425,335	-	-	-	-	248,000	200,000	287,000	352,000	1,512,335
2030	-	424,791	-	-	-	-	248,000	200,000	287,000	352,000	1,511,791
2031	-	424,762	-	-	-	-	248,000	200,000	287,000	352,000	1,511,762
2032	-	424,201	-	-	-	-	248,000	200,000	287,000	352,000	1,511,201
2033	-	423,889	-	-	-	-	248,000	200,000	287,000	352,000	1,510,889
2034	-	423,792	-	-	-	-	248,000	200,000	287,000	352,000	1,510,792
2035	-	423,485	-	-	-	-	124,000	100,000	-	352,000	999,485
2036	-	422,950	-	-	-	-	-	-	-	176,000	598,950
2037	-	422,561	-	-	-	-	-	-	-	-	422,561
2038	-	422,284	-	-	-	-	-	-	-	-	422,284
2039	-	422,085	-	-	-	-	-	-	-	-	422,085
Totals	\$8,366,500	\$11,591,685	\$8,146,062	\$1,297,846	\$5,816,364	\$1,131,285	\$4,960,000	\$4,000,000	\$5,792,000	\$6,981,333	\$ 83,128,349

** Totals include previous year debt.

Expenditure Detail - Other

<i>Debt Service</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Other						
200.00.591.220.71.00	LTGO Refunding Bond Principal	\$ -	\$ -	\$ -	\$ 537,000	\$ 878,333
209.00.591.950.71.00	2003 LTGO Bond Principal	555,000	3,240,000	-	-	-
209.00.592.950.83.00	2003 LTGO Bond Interest	163,375	139,788	-	-	-
209.00.592.950.85.00	2003 LTGO Bond Debt Registration Cost	303	301	-	-	-
210.00.591.220.71.00	2003 LTGO Refunding Bond Principal	85,000	89,000	93,000	-	-
210.00.591.730.71.00	2003 LTGO Refunding Bond Principal	340,000	356,000	372,000	-	-
210.00.592.220.83.00	2003 LTGO Refunding Bond Interest	12,500	9,100	4,650	-	-
210.00.592.220.85.00	2003 LTGO Ref Debt Registration Costs	61	121	-	-	-
210.00.592.730.83.00	2003 LTGO Refunding Bond Interest	50,000	36,400	18,600	-	-
210.00.592.730.85.00	2003 LTGO Ref Debt Registration Costs	242	482	-	-	-
211.00.591.190.71.00	2008 LTGO Refunding Bond Principal	440,000	400,000	476,000	504,000	524,000
211.00.591.950.71.00	2008 LTGO Refunding Bond Principal	110,000	100,000	119,000	126,000	131,000
211.00.592.190.83.00	2008 LTGO Refunding Bond Interest	207,200	189,600	173,600	145,040	124,880
211.00.592.190.85.00	2008 LTGO Ref. Debt Registration Costs	242	482	-	-	-
211.00.592.950.83.00	2008 LTGO Refunding Bond Interest	51,800	47,400	43,400	36,260	31,220
211.00.592.950.85.00	2008 LTGO Ref. Debt Registration Costs	61	121	-	-	-
212.00.591.950.71.00	2009 LTGO SCORE Bond Principal	153,200	156,000	159,000	159,200	165,200
212.00.592.950.83.00	2009 LTGO SCORE Bond Interest	278,451	275,463	272,166	278,155	262,760
212.00.592.950.85.00	2009 LTGO SCORE Bond Debt Reg Cost	-	405	-	-	-
214.00.591.190.71.00	General Obligation Bonds	91,943	94,608	97,268	101,266	105,268
214.00.591.950.71.00	2010A LTGO SCORE Bond Principal	253,058	260,393	267,732	278,734	289,733
214.00.592.190.83.00	Interest on Long-Term External Debt	63,807	61,048	58,210	54,805	50,755
214.00.592.190.85.00	Debt Registration Costs	174	347	-	-	-
214.00.592.950.83.00	2010A LTGO Bond Interest	175,618	168,026	160,214	150,844	139,695
214.00.592.950.85.00	2010A LTGO Bond Debt Reg Cost	479	956	1,000	-	-
216.00.591.280.71.00	General Obligation Bonds	201,000	215,000	212,000	220,000	-
216.00.592.220.83.00	2000 LTGO Refunding Bond Interest	31,910	25,880	17,280	8,800	-
217.00.591.950.71.00	General Obligation Bonds	25,000	15,000	395,000	405,000	420,000
217.00.592.950.83.00	Interest on Long-Term External Debt	141,964	152,975	152,675	140,825	128,675
217.00.592.950.85.00	Debt Registration Costs	279	599	-	-	-
218.00.591.760.71.00	General Obligation Bonds	-	-	-	99,507	93,737
218.00.592.760.83.00	Interest on Long-Term External Debt	-	-	-	13,623	19,393
Subtotal General Obligation Debt Service		3,432,664	6,036,488	3,092,795	3,259,059	3,364,649
233.00.592.950.83.00	Interest on Long-Term External Debt	-	-	-	346,784	286,005
233.00.591.950.71.00	LID #33 Bond Principal	-	-	-	447,500	450,000
Total Other		3,432,664	6,036,488	3,092,795	4,053,343	4,100,654

SCHEDULE OF PRIOR, EXISTING, AND FUTURE ANTICIPATED LONG-TERM DEBT SERVICE

Section 1													Section 2				Section 3	
Existing General Obligation Debt													Future Anticipated General Obligation Debt				Total Existing and Future General Obligation Debt	
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12	Column 13	Column 14	Column 15	Column 16	Column 17	Column 19	Column 20
Fund 201 LTGO Bonds	Fund 205 Special Assessment Bonds	Fund 207 LTGO Bonds, 1999	Fund 208 LTGO Bonds, 2000	Fund 209 LTGO Bonds, 2003	Fund 210 LTGO Relanding, 2003	Fund 211 LTGO Relanding, 2008	Fund 212 LTGO Bonds, 2009	Fund 214 LTGO 2010	Fund 216 LTGO Relanding, 2010	Fund 217 LTGO Relanding, 2011	Fund 218 LTGO, 2013	Total Existing GO Debt	New Debt - Interurban Ave S	New Debt - BAR Bridge	New Debt - Urban Renewal	New Debt - 42nd Ave S	Total Anticipated Future Debt	Total Existing and Future General Obligation Debt
Original Issue	Original Issue	Original Issue	Original Issue	Original Issue	Original Issue	Original Issue	Original Issue	Original Issue	Original Issue	Original Issue	Original Issue		Potential Issue	Potential Issue	Potential Issue	Potential Issue		
\$6,000,000	\$382,900	\$10,000,000	\$2,551,600	\$6,277,500	\$4,195,000	\$6,180,000	\$6,898,800	\$5,870,000	\$1,065,000	\$4,620,000	\$1,000,000	\$3,100,000	\$3,100,000	\$2,500,000	\$6,100,000	\$4,400,000		
512,385	26,875	834,343	-	-	-	-	-	-	-	-	-	1,373,603	-	-	-	-	1,373,603	2000
516,100	-	833,623	245,882	-	-	-	-	-	-	-	-	1,595,604	-	-	-	-	1,595,604	2001
513,973	-	834,223	250,995	-	-	-	-	-	-	-	-	1,598,790	-	-	-	-	1,598,790	2002
516,173	-	834,148	250,963	49,871	-	-	-	-	-	-	-	1,651,155	-	-	-	-	1,651,155	2003
-	-	832,873	250,067	272,026	489,676	-	-	-	-	-	-	1,844,642	-	-	-	-	1,844,642	2004
-	-	830,535	250,812	272,026	489,900	-	-	-	-	-	-	1,843,273	-	-	-	-	1,843,273	2005
-	-	832,105	250,877	272,026	486,900	-	-	-	-	-	-	1,841,908	-	-	-	-	1,841,908	2006
-	-	832,305	250,839	272,026	488,500	-	-	-	-	-	-	1,843,670	-	-	-	-	1,843,670	2007
-	-	831,305	250,479	272,026	489,500	-	-	-	-	-	-	1,843,310	-	-	-	-	1,843,310	2008
-	-	488,948	190,104	533,323	489,900	324,800	-	199,222	230,186	-	-	2,027,075	-	-	-	-	2,027,075	2009
-	-	-	193,200	584,881	488,700	816,000	-	586,225	171,790	-	-	2,514,257	-	-	-	-	2,514,257	2010
-	-	-	-	584,881	488,900	815,400	91,791	584,425	232,910	166,964	-	2,647,196	-	-	-	-	2,647,196	2011
-	-	-	-	718,375	487,500	809,000	91,791	584,425	232,910	166,964	-	3,090,965	-	-	-	-	3,090,965	2012
-	-	-	-	3,379,788	490,500	737,000	430,157	584,075	204,880	167,975	113,130	6,107,504	-	-	-	-	6,107,504	2013
-	-	-	-	-	488,250	812,000	429,815	583,425	229,280	547,675	113,130	3,203,574	-	-	-	-	3,203,574	2014
-	-	-	-	-	-	811,300	428,183	585,650	228,800	545,825	113,130	2,712,887	124,000	100,000	313,000	-	537,000	2015
-	-	-	-	-	-	811,100	427,960	585,450	-	548,675	113,130	2,486,315	248,000	200,000	287,000	117,333	878,333	2016
-	-	-	-	-	-	809,900	427,461	581,190	-	552,300	113,130	2,483,981	248,000	200,000	287,000	352,000	1,087,000	2017
-	-	-	-	-	-	809,100	428,288	575,152	-	549,250	113,130	2,474,920	248,000	200,000	287,000	352,000	1,087,000	2018
-	-	-	-	-	-	810,900	427,973	567,307	-	548,700	113,130	2,469,010	248,000	200,000	287,000	352,000	1,087,000	2019
-	-	-	-	-	-	-	427,869	558,182	-	545,300	113,130	1,644,481	248,000	200,000	287,000	352,000	1,087,000	2020
-	-	-	-	-	-	-	426,239	552,520	-	546,300	113,130	1,638,188	248,000	200,000	287,000	352,000	1,087,000	2021
-	-	-	-	-	-	-	427,532	543,175	-	551,500	113,115	1,635,322	248,000	200,000	287,000	352,000	1,087,000	2022
-	-	-	-	-	-	-	427,379	533,018	-	545,900	-	1,508,297	248,000	200,000	287,000	352,000	1,087,000	2023
-	-	-	-	-	-	-	426,885	527,050	-	-	-	953,936	248,000	200,000	287,000	352,000	1,087,000	2024
-	-	-	-	-	-	-	426,356	-	-	-	-	426,356	248,000	200,000	287,000	352,000	1,087,000	2025
-	-	-	-	-	-	-	426,130	-	-	-	-	426,130	248,000	200,000	287,000	352,000	1,087,000	2026
-	-	-	-	-	-	-	425,896	-	-	-	-	425,896	248,000	200,000	287,000	352,000	1,087,000	2027
-	-	-	-	-	-	-	425,636	-	-	-	-	425,636	248,000	200,000	287,000	352,000	1,087,000	2028
-	-	-	-	-	-	-	425,335	-	-	-	-	425,335	248,000	200,000	287,000	352,000	1,087,000	2029
-	-	-	-	-	-	-	424,791	-	-	-	-	424,791	248,000	200,000	287,000	352,000	1,087,000	2030
-	-	-	-	-	-	-	424,762	-	-	-	-	424,762	248,000	200,000	287,000	352,000	1,087,000	2031
-	-	-	-	-	-	-	424,201	-	-	-	-	424,201	248,000	200,000	287,000	352,000	1,087,000	2032
-	-	-	-	-	-	-	423,889	-	-	-	-	423,889	248,000	200,000	287,000	352,000	1,087,000	2033
-	-	-	-	-	-	-	423,792	-	-	-	-	423,792	248,000	200,000	287,000	352,000	1,087,000	2034
-	-	-	-	-	-	-	423,485	-	-	-	-	423,485	124,000	100,000	-	352,000	1,087,000	2035
-	-	-	-	-	-	-	422,950	-	-	-	-	422,950	-	-	-	176,000	598,950	2036
-	-	-	-	-	-	-	422,561	-	-	-	-	422,561	-	-	-	-	422,561	2037
-	-	-	-	-	-	-	422,284	-	-	-	-	422,284	-	-	-	-	422,284	2038
-	-	-	-	-	-	-	422,085	-	-	-	-	422,085	-	-	-	-	422,085	2039
\$2,058,631	\$ 26,875	\$ 7,984,406	\$ 2,383,818	\$ 7,212,318	\$ 5,379,226	\$ 9,366,500	\$ 11,591,885	\$ 8,146,062	\$ 1,297,846	\$ 5,816,364	\$ 1,131,285	\$ 61,395,016	\$ 4,960,000	\$ 4,000,000	\$ 5,792,000	\$ 6,981,333	\$ 21,733,333	\$ 83,128,349

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.

2013-2014 Accomplishments

- ◆ Continued design of 42nd Ave S phase III from Southcenter Blvd to S 160th St.
- ◆ Completed Cascade View Safe Routes to School.
- ◆ Completed design and began construction of Thorndyke Safe Routes to School.

2015-2016 Outcome Goals

- ◆ Improve pedestrian safety in neighborhoods.

2015-2016 Indicators of Success

- ◆ Complete construction of 42nd Ave S phase III from Southcenter Blvd to S 160th St.
- ◆ Complete construction of Thorndyke Safe Routes to School.
- ◆ Complete 42nd Ave S/ Allentown roadside barriers.
- ◆ Begin design and construction of 53rd Ave S.
- ◆ Develop a city-wide prioritization of residential streets.

Revenue and Expenditure Summary

<i>Residential Streets Fund</i>							
	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-2015 % Change	2015-2016 % Change
Operating Revenue							
Intergovernmental Revenue							
MFVT Cities	\$ 264,565	\$ 269,498	\$ 265,000	\$ 269,042	\$ 273,078	1.53%	1.50%
Investment Earnings	1,775	1,763	1,000	1,800	1,800	80.00%	0.00%
Total Operating Revenue	266,340	271,260	266,000	270,842	274,878	1.82%	1.49%
Capital Project Revenue							
Intergovernmental Revenue							
DOT-Thorndyke Safe Routes	-	21,875	-	-	-	0.00%	0.00%
State Grant-Cascade View	-	30,252	295,000	29,000	-	-90.17%	0.00%
State Grant-Thorndyke	-	-	395,000	51,000	-	-87.09%	0.00%
State Grant-Roadway	-	-	-	174,000	1,432,000	0.00%	722.99%
<i>Total Intergovernmental</i>	-	52,127	690,000	254,000	1,432,000	-63.19%	463.78%
GO Bond Proceeds	-	-	-	-	4,400,000	0.00%	0.00%
SCL Contribution	-	-	-	-	2,850,000	0.00%	0.00%
Total Capital Project Revenue	-	52,127	690,000	254,000	8,682,000	-63.19%	3318.11%
Transfers In	-	230,000	100,000	-	200,000	0.00%	0.00%
<i>Total Revenue</i>	266,340	553,387	1,056,000	524,842	9,156,878	-50.30%	1644.69%
Capital Expenses							
XX Capital Project Expenses	111,612	184,203	1,350,000	1,868,000	8,823,000	38.37%	372.32%
Total Capital Expenses	111,612	184,203	1,350,000	1,868,000	8,823,000	38.37%	372.32%
00 Indirect Cost Allocation	11,894	-	-	-	-	0.00%	0.00%
<i>Total Expenses</i>	123,506	184,203	1,350,000	1,868,000	8,823,000	38.37%	372.32%
Change in Fund Balance	142,834	369,184	(294,000)	(1,343,158)	333,878	356.86%	-124.86%
Beginning Fund Balance	903,937	1,046,771	1,107,000	1,400,000	56,842	26.47%	-95.94%
<i>Ending Fund Balance</i>	\$1,046,771	\$1,415,955	\$ 813,000	\$ 56,842	\$ 390,721	-93.01%	587.37%

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>Residential Streets Fund</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Services						
103.98.595.800.41.00	<i>Prof Svcs</i> - 40 - 42 Ave S Phase III, Cascade View and Thorndyke Safe Routes to Schools	\$ 107,807	\$ 167,358	\$ 533,000	\$ 898,000	\$ 573,000
Total Services		107,807	167,358	533,000	898,000	573,000
Other						
103.98.595.800.61.00	<i>Capital</i> - Cascade View Land	-	-	-	200,000	-
103.98.595.800.65.00	<i>Capital</i> - Thorndyke Safe Routes to Schools	-	-	817,000	770,000	8,250,000
Total Other		-	-	817,000	970,000	8,250,000
Total Services and Other		\$ 107,807	\$ 167,358	\$1,350,000	\$1,868,000	\$8,823,000



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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.

2013-2014 Accomplishments

- ◆ Completed annual bridge inspections and repair program in 2013 and 2014.
- ◆ Completed annual overlay and repair and annual signal programs in 2013 and 2014.
- ◆ Completed East Marginal Way S overlay and repair project.
- ◆ Completed Tukwila MIC Smart Street non-motorized project.
- ◆ Began construction of Tukwila Urban Center – Transit Center and Andover Park W.

2015-2016 Outcome Goals

- ◆ Improve capacity, safety, and condition of arterial streets.

2015-2016 Indicators of Success

- ◆ Complete construction of Tukwila Urban Center – Transit Center and Andover Park W.
- ◆ Complete construction of Tukwila Urban Center Pedestrian/Bicycle Bridge.
- ◆ Complete construction of Interurban Ave S.
- ◆ Complete construction of South 144th St phase II (TIB-42nd Ave S).
- ◆ Complete annual bridge inspections and repair program for 2015 and 2016.
- ◆ Complete annual overlay and repair and annual signal program for 2015 and 2016.

Revenue and Expenditure Summary

<i>Bridges & Arterial Streets Fund</i>							
	2012	2013	2014	2015	2016	2014-2015	2015-2016
	Actual	Actual	Budget	Budget	Budget	% Change	% Change
Operating Revenue							
<i>General Revenue</i>							
Parking Taxes	\$ 149,082	\$ 155,860	\$ 151,000	\$ 158,000	\$ 161,160	4.64%	2.00%
MFVT Cities	124,501	126,822	112,000	128,000	129,920	14.29%	1.50%
Real Estate Excise Taxes	374,001	193,700	130,000	200,000	204,000	53.85%	2.00%
<i>Total General Revenue</i>	647,584	476,383	393,000	486,000	495,080	23.66%	1.87%
<i>Miscellaneous Revenue</i>							
Investment Earnings	3,153	5,650	5,000	5,000	5,000	0.00%	0.00%
Other Miscellaneous Revenue	600	-	-	-	-	0.00%	0.00%
<i>Total Miscellaneous Revenue</i>	3,753	5,650	5,000	5,000	5,000	0.00%	0.00%
Transfers In	1,314,132	4,438,350	1,850,000	1,700,000	3,151,000	-8.11%	85.35%
Total Operating Revenue	1,965,469	4,920,383	2,248,000	2,191,000	3,651,080	-2.54%	66.64%
Capital Project Revenue							
Interfund Interest	193,032	75,507	-	-	-	0.00%	0.00%
<i>Impact Fees</i>							
Traffic Impact Fees	846,240	190,927	-	150,000	105,000	0.00%	-30.00%
Park Impact Fees	-	79,519	-	70,000	55,000	0.00%	-21.43%
<i>Total Impact Fees</i>	846,240	270,446	-	220,000	160,000	0.00%	-27.27%
Intergovernmental							
Federal Grants	636,850	419,661	6,008,000	6,869,000	4,193,000	14.33%	-38.96%
State Grants	241,029	999,181	9,105,000	4,690,000	6,000,000	-48.49%	27.93%
Local Grants	-	-	1,187,000	756,000	-	-36.31%	0.00%
ARRA Bicycle LOS Grant	4,219	-	-	-	-	0.00%	0.00%
<i>Total Intergovernmental</i>	882,098	1,418,843	16,300,000	12,315,000	10,193,000	-24.45%	-17.23%
Contributions/Donations	42,671	231,086	538,000	976,000	-	81.41%	0.00%
Bond Proceeds	-	6,018,750	5,900,000	5,600,000	-	-5.08%	0.00%
Tuk Urban Center, SC Pkwy Ext	-	413,321	-	-	-	0.00%	0.00%
Total Capital Project Revenue	1,964,042	8,427,952	22,738,000	19,111,000	10,353,000	-15.95%	-45.83%
<i>Total Revenue</i>	3,929,510	13,348,335	24,986,000	21,302,000	14,004,080	-14.74%	-34.26%
Operating Expenses							
10 Salaries & Wages	421,408	355,688	220,571	326,184	331,227	47.88%	1.55%
20 Personnel Benefits	128,551	102,581	63,720	98,325	104,989	54.31%	6.78%
Total Operating Expenses	549,959	458,269	284,291	424,509	436,216	49.32%	2.76%
Capital Expenses							
XX Capital Expenses	9,246,021	3,573,002	26,056,000	21,133,002	13,764,000	-18.89%	-34.87%
70 Principal	-	49,140	-	-	-	0.00%	0.00%
80 Interest	193,032	155,719	-	-	-	0.00%	0.00%
Total Capital Expenses	9,439,054	3,777,862	26,056,000	21,133,002	13,764,000	-18.89%	-34.87%
Indirect cost allocation	386,563	-	-	-	-	0.00%	0.00%
Transf. to Gen. Fund - LID Proceeds	-	8,500,000	-	-	-	0.00%	0.00%
<i>Total Expenses</i>	10,375,576	12,736,131	26,340,291	21,557,511	14,200,217	-18.16%	-34.13%
Change in Fund Balance	(6,446,066)	612,204	(1,354,291)	(255,511)	(196,137)	-81.13%	-23.24%
Beginning Fund Balance	6,929,396	483,331	2,781,395	600,000	344,489	-78.43%	-42.59%
<i>Ending Fund Balance</i>	\$ 483,330	\$ 1,095,535	\$ 1,427,104	\$ 344,489	\$ 148,353	-75.86%	-56.94%

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>Public Works - Bridges & Arterial Streets</i>							
Position Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Senior Engineer	1	1	\$ 114,960	\$ 27,821	1	\$ 117,435	\$ 29,849
Program Manger		1	108,000	29,377	1	108,000	30,839
Project Manager	1	1	103,224	41,126	1	105,792	44,301
Department Total	2	3	\$ 326,184	\$ 98,325	3	\$ 331,227	\$ 104,989

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>Public Works Bridges & Arterial Streets</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
104.98.543.100.31.00	<i>Supplies</i> - Office & Operating	\$ -	\$ 222	\$ -	\$ -	\$ -
104.98.595.800.31.00	<i>Supplies</i> - Office & Operating	839	171	-	-	-
Total Supplies		839	394	-	-	-
Services						
104.98.543.100.41.00	<i>Prof Svcs</i> - LID #33 charges	-	70,692	-	-	-
104.98.543.100.49.00	<i>Misc</i> - LID #33 assessment	-	22,176	-	-	-
104.98.595.800.41.00	<i>Prof Svcs</i> - Design, engineering, etc	2,535,765	1,235,834	5,741,000	4,260,001	1,819,000
104.98.595.800.42.00	<i>Communication</i> - Fed Ex charges	256	35	-	-	-
104.98.595.800.43.00	<i>Travel</i> - Misc travel costs	10	345	-	-	-
104.98.595.800.44.00	<i>Advertising</i> - Ads in newspapers, etc	1,887	3,228	-	-	-
104.98.595.800.45.00	<i>Rental</i> - Copier rental	2,964	1,027	-	-	-
104.98.595.800.47.00	<i>Public Utility</i> - Surface water chgs	2,056	1,574	-	-	-
104.98.595.800.48.00	<i>R&M</i> - Bridge inspections, support for equipment	7,405	42,594	-	-	-
104.98.595.800.49.00	<i>Misc</i> - Permits, etc	722	575	-	-	-
Total Services		2,551,064	1,378,080	5,741,000	4,260,001	1,819,000
Other						
104.98.595.800.61.00	<i>Capital</i> - Land	846,240	643,228	1,200,000	1,100,000	-
104.98.595.800.64.00	<i>Capital</i> - Machinery and equipment	-	100,000	100,000	80,000	80,000
104.98.595.800.65.00	<i>Capital</i> - Construction, improvements	5,847,878	1,451,300	19,015,000	15,693,001	11,865,001
Total Other		6,694,118	2,194,528	20,315,000	16,873,001	11,945,001
Total Supplies, Services and Other		\$ 9,246,021	\$ 3,573,002	\$ 26,056,000	\$ 21,133,002	\$ 13,764,000



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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.

2013-2014 Accomplishments

- ◆ Purchased additional land for Duwamish Hill Preserve.
- ◆ Completed Parks, Recreation & Open Space Plan update.

2015-2016 Outcome Goals

- ◆ Improve condition and safety of City parks.

2015-2016 Indicators of Success

- ◆ Continue with Duwamish Hill Preserve improvements.
- ◆ Continue Greenbelt & Multipurpose trails and Black River Trail Connector projects.
- ◆ Complete construction of Duwamish Gardens.

Revenue and Expenditure Summary

<i>Land Acquisition Rec & Park Development Fund</i>							
	2012	2013	2014	2015	2016	2014-2015	2015-2016
	Actual	Actual	Budget	Budget	Budget	% Change	% Change
Operating Revenue							
<i>General Revenue</i>							
Real Estate Excise Taxes	\$ 375,255	\$ 194,935	\$ 130,000	\$ 200,000	\$ 200,000	53.85%	0.00%
<i>Total General Revenue</i>	375,255	194,935	130,000	200,000	200,000	53.85%	0.00%
<i>Miscellaneous Revenue</i>							
Investment Earnings	2,678	1,904	1,000	1,000	1,000	0.00%	0.00%
Rents & Concessions	31,101	-	-	-	-	0.00%	0.00%
<i>Total Miscellaneous Revenue</i>	33,779	1,904	1,000	1,000	1,000	0.00%	0.00%
Transfers In	-	-	212,000	-	-	0.00%	0.00%
Total Operating Revenue	409,035	196,839	343,000	201,000	201,000	-41.40%	0.00%
Capital Project Revenue							
Excess Prop Tax Levy-Dwmsh Hill	241,849	33,566	-	106,000	60,000	0.00%	-43.40%
Park Impact Fees	21,128	25,661	115,000	60,000	40,000	-47.83%	-33.33%
Intergovernmental Revenue							
Duwamish Gardens Acquisition	63,252	184,092	1,500,000	1,614,000	-	7.60%	0.00%
King County - Duwamish Gardens	-	82,887	370,000	-	-	0.00%	0.00%
King County - Salmon Habitat Restore	-	-	-	10,000	10,000	0.00%	0.00%
KCD - Duwamish Gardens Acquis	-	-	30,000	50,000	-	66.67%	0.00%
Duwamish Hill Preserve	250,000	-	-	-	-	0.00%	0.00%
Public Authorities	50,000	-	-	-	-	0.00%	0.00%
King Conservation District Grant	47,636	-	-	-	-	0.00%	0.00%
King Cons Dist-Codiga Pk Restoration	-	4,583	-	-	-	0.00%	0.00%
State Grant-Tuk So Ped Bike Bridge	-	-	100,000	-	-	0.00%	0.00%
State Agencies-Duwamish Hill Pres	-	-	500,000	450,000	-	-10.00%	0.00%
<i>Total Intergovernmental Revenue</i>	410,888	271,562	2,500,000	2,124,000	10,000	-15.04%	-99.53%
Plan/Development Contributions	-	-	500,000	-	-	0.00%	0.00%
Total Project Revenue	673,865	330,788	3,115,000	2,290,000	110,000	-26.48%	-95.20%
Total Revenue	1,082,900	527,627	3,458,000	2,491,000	311,000	-27.96%	-87.52%
Operating Expenses							
40 Services	11,175	-	-	-	-	0.00%	0.00%
Total Operating Expenses	11,175	-	-	-	-	0.00%	0.00%
Capital Expenses							
XX Capital Expenses	1,377,494	397,926	3,762,000	3,273,000	292,000	-13.00%	-91.08%
Total Capital Expenses	1,377,494	397,926	3,762,000	3,273,000	292,000	-13.00%	-91.08%
Indirect cost allocation	32,016	-	-	-	-	0.00%	0.00%
Total Expenses	1,420,685	397,926	3,762,000	3,273,000	292,000	-13.00%	-91.08%
Change in Fund Balance	(337,785)	129,702	(304,000)	(782,000)	19,000	157.24%	-102.43%
Beginning Fund Balance	1,427,972	1,090,188	1,027,000	1,100,000	318,000	7.11%	-71.09%
Ending Fund Balance	\$1,090,187	\$1,219,890	\$ 723,000	\$ 318,000	\$ 337,000	-56.02%	5.97%

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	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
301.98.594.760.31.00	<i>Supplies - Office & Operating</i>	\$ 6,735	\$ -	\$ -	\$ -	\$ -
Total Supplies		6,735	-	-	-	-
Services						
301.00.576.100.41.00	<i>Prof Svcs - Not capital project related</i>	11,175	-	-	-	-
301.98.576.100.41.00	<i>Prof Svcs - WSDOT Chgs, PROS plan</i>	-	91,542	-	-	-
301.98.594.760.41.00	<i>Prof Svcs - Design, watershed chgs, PROS plan, easements, etc</i>	205,257	207,745	1,317,000	508,000	57,000
301.98.594.760.43.00	<i>Travel - Parking, mileage, etc</i>	-	12	-	-	-
301.98.594.760.44.00	<i>Advertising - Signs</i>	867	400	-	-	-
301.98.594.760.47.00	<i>Public Utility - Utility charges</i>	5,664	-	-	-	-
301.98.594.760.48.00	<i>R&M - Repair charges</i>	29,706	5,183	-	-	-
Total Services		252,669	304,881	1,317,000	508,000	57,000
Other						
301.98.594.760.61.00	<i>Capital - Land</i>	1,042,448	-	-	-	-
301.98.594.760.63.00	<i>Capital - Improvements</i>	-	72,459	-	-	-
301.98.594.760.65.00	<i>Capital - Construction projects</i>	67,830	-	2,445,000	2,765,000	235,000
Total Other		1,110,278	72,459	2,445,000	2,765,000	235,000
Total Supplies, Services and Other		\$ 1,369,682	\$ 377,341	\$ 3,762,000	\$ 3,273,000	\$ 292,000



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DEPARTMENT:**FUND:** Facility Replacement**RESPONSIBLE MANAGER:** Bob Giberson**FUND NUMBER:** 302**POSITION:** Director**Description:**

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

2013-2014 Accomplishments

Executed disposition and development agreement for Tukwila Village.

Completed purchase of 3 motels for the TIB Redevelopment project.

Vacated the Tukwila Village portion of 41st Ave S.

2015-2016 Outcome Goals

Complete Tukwila Village.

Successfully implement the TIB Redevelopment project.

2015-2016 Indicators of Success

Complete construction of phase I and II of Tukwila Village and land sale.

Complete purchase of Spruce Motel/Sam's Smoke Shop.

Demolish motels on TIB and select a developer for TIP Redevelopment project.

Begin outreach and select architect for City Hall campus.

Market the former Newporter Motel property for sale in 2016.

Revenue and Expenditure Summary

<i>Facility Replacement Fund</i>							
	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-2015 % Change	2015-2016 % Change
Operating Revenue							
Leasehold Excise Tax	\$ 25	\$ -	\$ -	\$ -	\$ -	0.00%	0.00%
<i>Miscellaneous Revenue</i>							
Investment Earnings	3,727	3,373	5,602	3,602	3,602	-35.70%	0.00%
<i>Total Miscellaneous Revenue</i>	3,727	3,373	5,602	3,602	3,602	-35.70%	0.00%
Total Operating Revenue	3,752	3,373	5,602	3,602	3,602	-35.70%	0.00%
Capital Project Revenue							
Sale of Land-Tuk Village	-	-	4,355,000	2,200,000	2,075,000	-49.48%	-5.68%
Sale of Land-TIB Redevelopment	-	-	-	-	2,250,000	0.00%	0.00%
Bond/Line of Credit	-	-	-	2,250,000	-	0.00%	0.00%
Total Capital Project Revenue	-	-	4,355,000	4,450,000	4,325,000	2.18%	-2.81%
<i>Total Revenue</i>	3,752	3,373	4,360,602	4,453,602	4,328,602	2.13%	-2.81%
Capital Expenses							
Capital Expenses	24,119	106,291	10,000	2,180,000	90,000	21700.00%	-95.87%
Total Capital Expenses	24,119	106,291	10,000	2,180,000	90,000	21700.00%	-95.87%
Pay off Line of Credit	-	-	-	-	2,250,000	0.00%	0.00%
Transfer to General Fund	1,127	-	4,355,000	2,200,000	2,075,000	-49.48%	-5.68%
<i>Total Expenses</i>	25,246	106,291	4,365,000	4,380,000	4,415,000	0.34%	0.80%
Change in Fund Balance	(21,494)	(102,918)	(4,398)	73,602	(86,398)	-1773.53%	-217.39%
Beginning Fund Balance	2,027,015	2,005,520	1,415,602	1,800,000	1,873,602	27.15%	4.09%
<i>Ending Fund Balance</i>	\$ 2,005,521	\$ 1,902,602	\$ 1,411,204	\$ 1,873,602	\$ 1,787,204	32.77%	-4.61%

Expenditure Detail - Supplies, Services and Other

Services include continuing analysis of a City-wide facilities plan, among others. Capital includes the purchase of property located in the Tukwila Redevelopment area.

<i>Facility Replacement</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
302.98.594.190.31.00	<i>Supplies</i> - Office & Operating	\$ 385	\$ 446	\$ -	\$ -	\$ -
Total Supplies		385	446	-	-	-
Services						
302.98.594.190.41.00	<i>Prof Svcs</i> - Analysis of Facilities Plan	14,008	94,349	-	355,000	5,000
302.98.594.190.44.00	<i>Advertising</i> - Ads in papers	-	636	-	-	-
302.98.594.190.45.00	<i>Rental</i> - Rental of equipment	105	-	-	-	-
302.98.594.190.47.00	<i>Public Utility</i> - Surface water, natural gas, electric	7,872	8,481	8,500	8,500	8,500
302.98.594.190.48.00	<i>R&M</i> - Various repairs as needed	-	224	1,500	1,500	1,500
302.98.594.190.49.00	<i>Misc</i> - Recording fees	657	82	-	-	-
Total Services		22,642	103,773	10,000	365,000	15,000
Other						
302.98.594.190.61.00	<i>Capital</i> - Land	-	-	-	1,590,000	-
302.00.594.190.63.01	<i>Capital</i> - Other improvements	-	-	-	225,000	75,000
Total Other		-	-	-	1,815,000	75,000
Total Supplies, Services and Other		\$ 23,027	\$ 104,219	\$ 10,000	\$ 2,180,000	\$ 90,000



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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.

2013-2014 Accomplishments

- ◆ Complete restoration of trail and property along the Green River with relation to the Howard Hanson Dam flood response.
- ◆ Remodeled 6300 building Duwamish conference room (#5).
- ◆ Remodeled 6300 building Communication's office.
- ◆ Remodeled 6300 building Fire Marshall's office.

2015-2016 Outcome Goals

- ◆ Improve conditions of existing facilities.

Revenue and Expenditure Summary

<i>General Government Improvement Fund</i>							
	2012	2013	2014	2015	2016	2014-2015	2015-2016
	Actual	Actual	Budget	Budget	Budget	% Change	% Change
Operating Revenue							
Intergovernmental Revenue	\$ 78,801	\$ 192	\$ -	\$ -	\$ -	0.00%	0.00%
Miscellaneous Revenue							
Investment Earnings	5,824	743	842	500	500	-40.62%	0.00%
Total Miscellaneous Revenue	5,824	743	842	500	500	-40.62%	0.00%
Transfers In	1,210,000	-	500,000	200,000	200,000	-60.00%	0.00%
Total Operating Revenue	1,294,625	935	500,842	200,500	200,500	-59.97%	0.00%
Capital Project Revenue							
Spcl Purp Districts-Flood Control	1,090,202	231,281	-	-	-	0.00%	0.00%
Total Revenue	2,384,827	232,216	500,842	200,500	200,500	-59.97%	0.00%
	-	-	-	-	-		
Operating Expenses							
10 Salaries & Wages	50,574	79,038	103,944	94,281	101,487	-9.30%	7.64%
20 Personnel Benefits	16,814	25,382	31,261	26,269	29,154	-15.97%	10.98%
30 Supplies	210	-	-	-	-	0.00%	0.00%
40 Services	1,348,787	37,411	-	-	-	0.00%	0.00%
Total Operating Expenses	1,416,386	141,832	135,205	120,550	130,641	-10.84%	8.37%
Capital Expenses							
XX Capital Expenses	636,550	474,371	200,000	200,000	200,000	0.00%	0.00%
Total Capital Expenses	636,550	474,371	200,000	200,000	200,000	0.00%	0.00%
Indirect cost allocation	26,673	78,089	-	-	-	0.00%	0.00%
Total Expenses	2,079,610	694,292	335,205	320,550	330,641	-4.37%	3.15%
Change in Fund Balance	305,218	(462,076)	165,637	(120,050)	(130,141)	-172.48%	8.41%
Beginning Fund Balance	608,612	913,830	792,905	500,000	379,950	-36.94%	-24.01%
Ending Fund Balance	\$ 913,830	\$ 451,754	\$ 958,542	\$ 379,950	\$ 249,809	-60.36%	-34.25%

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>General Government Improvement</i>							
Position Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Project Manager	1	1	94,281	26,269	1	101,487	29,154
Department Total	1	1	\$ 94,281	\$ 26,269	1	\$ 101,487	\$ 29,154

Expenditure Detail - Supplies, Services and Other

All budget in the 2015-2016 biennium is anticipated to be capital project related.

<i>General Government Improvements</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
303.00.531.300.31.00	<i>Supplies</i> - Office & Operating	\$ 210	\$ -	\$ -	\$ -	\$ -
Total Supplies		210	-	-	-	-
Services						
303.00.518.200.48.01	<i>R&M</i> - Repairs to fire station 51	438	6,306	-	-	-
303.00.518.200.48.02	<i>R&M</i> - Repairs to fire station 52	-	10,367	-	-	-
303.00.518.200.48.03	<i>R&M</i> - Repairs to fire station 53	-	10,367	-	-	-
303.00.518.200.48.04	<i>R&M</i> - Repairs to fire station 54	-	10,370	-	-	-
303.00.531.300.41.00	<i>Prof Svcs</i> - Hesco sack removal	1,346,727	-	-	-	-
303.00.531.300.44.00	<i>Advertising</i> - Hesco sack removal	1,148	-	-	-	-
303.00.531.300.49.00	<i>Misc</i> - Hesco sack removal	475	-	-	-	-
Total Services		1,348,787	37,411	-	-	-
Total Supplies, Services and Other		\$ 1,348,998	\$ 37,411	\$ -	\$ -	\$ -

Services are for construction management of capital projects. Capital is for major projects for government facilities.

<i>General Government Improvements - Capital</i>						
Account Number	Purpose	Actual	Actual	Budget	Budget	Budget
Supplies						
303.97.531.300.35.00	<i>Small Tools</i> - Repair related	\$ -	\$ 8,024	\$ -	\$ -	\$ -
303.98.532.100.31.00	<i>Supplies</i> - Office & Operating	-	1,576	-	-	-
303.98.594.190.31.00	<i>Supplies</i> - Office & Operating	9,857	3,639	-	-	-
303.98.594.190.35.00	<i>Small Tools</i> - Capital project related	1,333	-	-	-	-
Total Supplies		11,190	13,239	-	-	-
Services						
303.97.531.300.41.00	<i>Prof Svcs</i> - Fire facilities related	-	3,395	-	-	-
303.97.531.300.49.00	<i>Misc</i> - Fire facilities related	-	1,369	-	-	-
303.98.531.300.41.00	<i>Prof Svcs</i> - Hesco sack removal	-	51,864	-	-	-
303.98.531.300.48.00	<i>R&M</i> - Hesco sack removal	-	13,922	-	-	-
303.98.594.190.41.00	<i>Prof Svcs</i> - Construction management, Hesco sack removal	46,854	5,155	20,000	20,000	20,000
303.98.594.190.44.00	<i>Advertising</i> - Ads for various projects	883	-	-	-	-
303.98.594.190.48.00	<i>R&M</i> - Repair to various City facilities	126,600	-	-	-	-
303.98.594.190.49.00	<i>Misc</i> - Stormwater permits	-	1,537	-	-	-
Total Services		174,336	77,242	20,000	20,000	20,000
Other						
303.97.594.190.64.00	<i>Capital</i> - Machinery & equipment	180,263	54,413	-	-	-
303.98.594.190.64.00	<i>Capital</i> - Machinery & equipment	-	45,367	-	-	-
303.98.594.190.65.00	<i>Capital</i> - Construction projects	125,783	284,110	180,000	180,000	180,000
Total Other		306,046	383,890	180,000	180,000	180,000
Total Supplies, Services and Other		\$ 491,573	\$ 474,371	\$ 200,000	\$ 200,000	\$ 200,000

DEPARTMENT: N/A**FUND:** Fire Improvement**RESPONSIBLE MANAGER:** Chris Flores**FUND NUMBER:** 304**POSITION:** Interim Fire Chief**Description:**

The program provides fire department capital improvements and apparatus through Fire Impact Fees at a 90% / 10% split.

Revenue and Expenditure Summary

<i>Fire Improvement Fund</i>							
	2012	2013	2014	2015	2016	2014-2015	2015-2016
	Actual	Actual	Budget	Budget	Budget	% Change	% Change
Operating Revenue							
<i>Miscellaneous Revenue</i>							
Investment Earnings	\$ 505	\$ 581	\$ 100	\$ 100	\$ 100	0.00%	0.00%
<i>Total Miscellaneous Revenue</i>	505	581	100	100	100	0.00%	0.00%
Capital Project Revenue							
Fire Impact Fees	33,686	139,714	50,000	50,000	50,000	0.00%	0.00%
<i>Total Capital Project Revenue</i>	33,686	139,714	50,000	50,000	50,000	0.00%	0.00%
<i>Total Revenue</i>	34,191	140,295	50,100	50,100	50,100	0.00%	0.00%
Capital Expenditures							
60 Capital Outlay	-	-	-	-	-	0.00%	0.00%
70 Principal	-	51,083	5,000	-	-	0.00%	0.00%
80 Interest	-	-	-	-	-	0.00%	0.00%
<i>Total Capital Expenditures</i>	-	51,083	5,000	-	-	0.00%	0.00%
Indirect cost allocation	-	-	-	-	-	0.00%	0.00%
<i>Total Expenditures</i>	-	51,083	5,000	-	-	0.00%	0.00%
Change in Fund Balance	34,191	89,212	45,100	50,100	50,100	11.09%	0.00%
Beginning Fund Balance	313,819	348,410	295,100	450,000	500,100	52.49%	11.13%
<i>Ending Fund Balance</i>	\$ 348,010	\$ 437,622	\$ 340,200	\$ 500,100	\$ 550,200	47.00%	10.02%



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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%, or 2,141, of the property owners in the City, 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%, or 1,755, of the property owners in the City with Valley View Sewer District, Highline Sewer and a few other districts 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

<i>Enterprise Funds 2015</i>						
	Water	Sewer	Surface Water	Total Utility	Golf Course	Total Enterprise
Rate Increase	5%	10%	20%	35%		
Operating Revenue						
Charges for Services						
Utility charges	\$ 5,786,000	\$ 7,667,000	\$ 5,072,000	\$ 18,525,000	\$ -	\$ 18,525,000
Green Fees, Instruction	-	-	-	-	1,030,000	1,030,000
Sales of Merchandise	-	-	-	-	150,000	150,000
Total Charges for Services	5,786,000	7,667,000	5,072,000	18,525,000	1,180,000	19,705,000
Miscellaneous Revenue						
Connection Fees	25,000	120,000	-	145,000	-	145,000
Rents and Concessions	-	-	-	-	286,000	286,000
Investment Earnings	17,700	20,000	24,000	61,700	1,130	62,830
Other Misc Revenue	300	-	-	300	2,617	2,917
Total Miscellaneous Revenue	43,000	140,000	24,000	207,000	289,747	496,747
Total Operating Revenue	5,829,000	7,807,000	5,096,000	18,732,000	1,469,747	20,201,747
Non-operating revenue						
Public Works Trust Fund Loan	-	455,000	-	455,000	-	455,000
Intergovernmental - grants	-	-	6,165,000	6,165,000	-	6,165,000
Transfer in from General Fund	-	-	-	-	300,000	300,000
Total Non-operating Revenue	-	455,000	6,165,000	6,620,000	300,000	6,920,000
Total Revenue	5,829,000	8,262,000	11,261,000	25,352,000	1,769,747	27,121,747
Operating Expenses						
10 Salaries & Wages	596,630	306,414	980,927	1,883,971	689,988	2,573,959
20 Personnel Benefits	242,522	108,798	423,165	774,485	237,166	1,011,651
30 Supplies	2,561,339	4,027,893	46,330	6,635,562	254,250	6,889,812
40 Services	297,546	288,287	422,350	1,008,183	296,304	1,304,487
50 Intergov't Services & Taxes	828,500	873,200	559,200	2,260,900	66,400	2,327,300
Total Operating Expenses	4,526,537	5,604,592	2,431,972	12,563,101	1,544,108	14,107,209
Capital Expenses						
XX Capital Project Expenses	1,763,000	2,180,000	7,825,000	11,768,000	689,988	12,457,988
70 Principal	507,781	322,161	288,354	1,118,296	-	1,118,296
80 Interest	58,619	78,480	26,495	163,594	-	163,594
Total Capital Expenses	2,329,400	2,580,641	8,139,849	13,049,890	689,988	13,739,878
Indirect cost allocation	592,248	451,167	498,490	1,541,904	173,909	1,715,813
Total Expenses	7,448,185	8,636,400	11,070,311	27,154,896	2,408,005	29,562,900
Change in Fund Balance	(1,619,185)	(374,400)	190,689	(1,802,896)	(638,258)	(2,441,153)
Beginning Fund Balance	6,500,000	3,400,000	2,200,000	12,100,000	600,000	12,700,000
Ending Fund Balance	\$ 4,880,815	\$ 3,025,600	\$ 2,390,689	\$ 10,297,104	\$ (38,258)	\$ 10,258,847
Reserve Policy: 20% of previous year operating revenue	1,118,600	1,237,600	1,019,200	3,375,400	288,399	

<i>Enterprise Funds 2016</i>						
	Water	Sewer	Surface Water	Total Utility	Golf Course	Total Enterprise
Rate Increase	5%	5%	15%	25%		
Operating Revenue						
<i>Charges for Services</i>						
Utility charges	\$ 6,050,000	\$ 7,889,000	\$ 5,832,000	\$ 19,771,000	\$ -	\$ 19,771,000
Green Fees, Instruction	-	-	-	-	1,065,000	1,065,000
Sales of Merchandise	-	-	-	-	155,000	155,000
<i>Total Charges for Services</i>	6,050,000	7,889,000	5,832,000	19,771,000	1,220,000	20,991,000
<i>Miscellaneous Revenue</i>						
Connection Fees	25,000	415,000	-	440,000	-	440,000
Rents and Concessions	-	-	-	-	288,000	288,000
Investment Earnings	17,700	20,000	31,000	68,700	1,130	69,830
Other Misc Revenue	300	-	-	300	2,617	2,917
<i>Total Miscellaneous Revenue</i>	43,000	435,000	31,000	509,000	291,747	800,747
Total Operating Revenue	6,093,000	8,324,000	5,863,000	20,280,000	1,511,747	21,791,747
Non-operating revenue						
Public Works Trust Fund Loan	-	-	-	-	-	-
Intergovernmental - grants	-	-	1,105,000	1,105,000	-	1,105,000
Transfer in from General Fund	-	-	-	-	300,000	300,000
Total Non-operating Revenue	-	-	1,105,000	1,105,000	300,000	1,405,000
<i>Total Revenue</i>	6,093,000	8,324,000	6,968,000	21,385,000	1,811,747	23,196,747
Operating Expenses						
10 Salaries & Wages	611,059	313,582	1,015,132	1,939,773	706,489	2,646,263
20 Personnel Benefits	261,138	117,103	458,002	836,242	255,074	1,091,317
30 Supplies	2,552,339	4,027,893	44,530	6,624,762	259,335	6,884,097
40 Services	277,727	271,187	388,054	936,968	297,744	1,234,712
50 Intergov't Services & Taxes	854,900	895,400	635,700	2,386,000	66,400	2,452,400
Total Operating Expenses	4,557,163	5,625,165	2,541,418	12,723,745	1,585,043	14,308,788
Capital Expenses						
XX Capital Project Expenses	2,943,000	3,307,000	3,226,000	9,476,000	706,489	10,182,489
70 Principal	134,081	325,261	288,954	748,296	-	748,296
80 Interest	60,732	78,480	26,495	165,707	-	165,707
Total Capital Expenses	3,137,813	3,710,741	3,541,449	10,390,003	706,489	11,096,492
Indirect cost allocation	603,974	460,100	508,361	1,572,435	177,352	1,749,787
<i>Total Expenses</i>	8,298,949	9,796,006	6,591,228	24,686,184	2,468,883	27,155,067
Change in Fund Balance	(2,205,949)	(1,472,006)	376,772	(3,301,184)	(657,136)	(3,958,320)
Beginning Fund Balance	4,880,815	3,025,600	2,390,689	10,297,104	(38,258)	10,258,847
Ending Fund Balance	\$ 2,674,866	\$ 1,553,594	\$ 2,767,461	\$ 6,995,921	\$ (695,394)	\$ 6,300,527
Reserve Policy: 20% of previous year operating revenue	1,165,800	1,561,400	1,019,200	3,746,400	293,949	



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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 740 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.

2013-2014 Accomplishments

- ◆ With completion of the automatic meter reads – analyzed centralized radio tower for metering system.
- ◆ Monitored water use efficiency efforts and provided an annual report.
- ◆ Achieved 10% water savings to meet Water Efficiency Goals established by the Municipal Water Law.
- ◆ Adopted Water Comprehensive Plan.
- ◆ Completed construction of Andover Park West/Strander Blvd new water main (with new TUC Transit Center).

2015-2016 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*

2015-2016 Indicators of Success

- ◆ Construction completed on 58th Ave S water main replacement.
- ◆ Construction completed on Macadam Rd S water upgrade.
- ◆ Finish design and begin construction of 53rd Ave S.
- ◆ Construction completed on Andover Park E water main replacement, phase I.

Performance Measures

Public Works - Water	2012 Actual	2013 Actual	2014 Estimated	2015 Projection	2016 Projection
Ensure a safe supply of drinking water					
Number of backflow prevention assemblies (BPA) certified	1,600	1,470	1,480	1,490	1,500
Number of water system samples tested	15	20	25	20	25
Number of zones where mains are flushed	125	147	150	147	150
Bi-monthly tests for coliform & chlorine residual levels	21	18	18	18	18
Number of fire hydrants tested	560	560	576	580	585
Capital					
Number of water meters 2 inches and larger tested for accuracy	165	80	100	125	145
Number of new water meters installed within 48 hours of hook-up request	5	8	10	10	10
Customers					
Number of water customers	2,117	2,118	2,141	2,145	2,150
Total Gallons of Water Purchased (in thousands)	650,659	645,982	712,000	710,000	712,000
Number of total water system miles	41.00	41.00	44.60	45.00	45.00
Number of fire hydrants	576	576	591	594	595
Number of shut-off notices	400	430	430	420	410
Number of actual shut-offs for non-payment	65	70	70	75	80

Revenue and Expense Summary

<i>Water Fund</i>							
	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-2015 % Change	2015-2016 % Change
Rate Increase	5%	5%	5%	5%	5%		
Operating Revenue							
<i>Charges for Services</i>							
Water Sales	\$ 5,181,455	\$ 5,747,418	\$ 5,535,000	\$ 5,785,000	\$ 6,049,000	4.52%	4.56%
Inspection Fees	90	315	1,000	1,000	1,000	0.00%	0.00%
<i>Total Charges for Services</i>	5,181,545	5,747,733	5,536,000	5,786,000	6,050,000	4.52%	4.56%
Intergovernmental Revenue	3,791	-	-	-	-	0.00%	0.00%
Transfers In Hydrant Rental	98,460	103,680	106,000	-	-	0.00%	0.00%
<i>Miscellaneous Revenue</i>							
Investment Earnings	57,370	15,500	6,700	17,700	17,700	164.18%	0.00%
Capital contributions	3,550	83,776	50,000	25,000	25,000	-50.00%	0.00%
Sale of Capital Assets	-	(1,446)	-	-	-	0.00%	0.00%
Other Misc Revenue	9,318	480	300	300	300	0.00%	0.00%
<i>Total Miscellaneous Revenue</i>	70,238	98,310	57,000	43,000	43,000	-24.56%	0.00%
Total Operating Revenue	5,354,034	5,949,723	5,699,000	5,829,000	6,093,000	2.28%	4.53%
Capital Project Revenue							
Public Works Trust Fund Loan	-	-	1,725,000	-	-	0.00%	0.00%
Total Capital Project Revenue	-	-	1,725,000	-	-	0.00%	0.00%
<i>Total Revenue</i>	5,354,034	5,949,723	7,424,000	5,829,000	6,093,000	-21.48%	4.53%
Operating Expenses							
10 Salaries & Wages	558,301	569,420	543,569	596,630	611,059	9.76%	2.42%
20 Personnel Benefits	214,709	216,513	221,596	242,522	261,138	9.44%	7.68%
30 Supplies	2,318,811	2,453,880	2,424,014	2,561,339	2,552,339	5.67%	-0.35%
40 Services	186,790	281,436	214,762	297,546	277,727	38.55%	-6.66%
50 Intergov't Services & Taxes	735,331	841,765	749,000	828,500	854,900	10.61%	3.19%
Total Operating Expenses	4,013,941	4,363,014	4,152,941	4,526,537	4,557,163	9.00%	0.68%
Capital Expenses							
XX Capital Project Expenses	167,453	76,707	1,877,539	1,763,000	2,943,000	-6.10%	66.93%
70 Principal	438,880	462,394	486,481	507,781	134,081	4.38%	-73.59%
80 Interest	121,082	76,063	58,619	58,619	60,732	0.00%	3.60%
Total Capital Expenses	727,415	615,164	2,422,639	2,329,400	3,137,813	-3.85%	34.70%
Indirect cost allocation	517,377	511,447	523,876	592,248	603,974	13.05%	1.98%
<i>Total Expenses</i>	5,258,733	5,489,625	7,099,456	7,448,185	8,298,949	4.91%	11.42%
Change in Fund Balance	95,300	460,099	324,544	(1,619,185)	(2,205,949)	-598.91%	36.24%
Beginning Fund Balance	5,982,649	6,077,949	4,795,191	6,500,000	4,880,815	35.55%	-24.91%
<i>Ending Fund Balance</i>	\$ 6,077,949	\$ 6,538,048	\$ 5,119,735	\$ 4,880,815	\$ 2,674,866	-4.67%	-45.20%

Capital Projects

The capital projects listed below are capital projects planned for the 2015-2016 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.

<i>Capital Projects</i>	<i>2015 Budget</i>	<i>2016 Budget</i>	<i>Anticipated Completion</i>
APW/Strander New Water Main	\$ 270,000	\$ -	2015
58th Ave S Water Main Replacement	377,000	-	2015
Macadam Rd S Water Upgrade	805,000	950,000	2016
53rd Ave S Water Main Replacement	125,000	517,000	2017
APE Water Main Replacement	136,000	1,426,000	2020
Other (Annual Maint, etc)	50,000	50,000	NA
Total Capital Projects	\$ 1,763,000	\$ 2,943,000	

Debt Service Requirements

The following chart provides information on debt service requirements, by debt issue, for the biennium.

Debt Service	Project	2015 Budget	2016 Budget
1995 Revenue Bonds	E Marginal		
Principal		\$ 375,000	\$ -
Interest		12,422	-
1995 Revenue Bonds Total Debt Service		387,422	-
2006 Revenue Bonds	Allentown Phase II		
Principal		37,700	39,000
Interest		25,415	23,907
2006 Revenue Bonds Total Debt Service		63,115	62,907
PWTFL 2001	Duwamish/Valley View		
Principal		14,454	14,454
Interest		506	434
PWTFL 2001 Total Debt Service		14,960	14,888
PWTFL 2004	Allentown Phase II		
Principal		80,625	80,625
Interest		4,031	3,628
PWTFL 2004 Total Debt Service		84,657	84,254
Total Principal		507,780	134,080
Total Interest		42,374	27,969
Total Debt Service		\$ 550,154	\$ 162,049

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.

<i>Public Works - Water</i>							
Postion Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Maint & Ops Superintendent	1	1	\$ 97,152	\$ 40,142	1	\$ 99,528	\$ 43,217
Maint & Ops Foreman	1	1	78,744	36,814	1	80,856	39,701
Maint & Ops Specialist	4	4	277,416	114,203	4	284,328	123,038
Water Quality Specialist	1	1	73,944	29,704	1	75,833	31,998
Senior Engineer	0.5	0.5	57,636	20,328	0.5	58,776	21,853
Extra Labor			6,000	-		6,000	-
Overtime			5,738	-		5,738	-
Clothing Allowance				1,330			1,330
Department Total	7.5	7.5	\$ 596,630	\$ 242,522	7.5	\$ 611,059	\$ 261,138

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	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
401.01.534.800.31.00	<i>Supplies - Office & Operating</i>	\$ -	\$ 159	\$ -	\$ -	\$ -
401.01.534.800.31.01	<i>Supplies - Office & Safety</i>	1,988	2,191	2,500	2,500	2,500
401.01.534.800.31.02	<i>Supplies - Operating</i>	40,513	29,186	26,028	26,028	26,028
401.01.534.800.31.03	<i>Supplies - Repairs & Maintenance</i>	28,718	31,720	45,000	58,500	58,500
401.01.534.800.31.04	<i>Supplies - Billing</i>	1,751	1,899	2,311	2,311	2,311
401.01.534.800.31.05	<i>Supplies - Large Meters</i>	24,708	45,996	17,000	42,000	42,000
401.01.534.800.31.90	<i>Supplies - Central</i>	84	-	-	-	-
401.01.534.801.31.00	<i>Supplies - Office & Operating</i>	-	1,561	-	-	-
401.01.534.800.33.01	<i>Supplies - Purchased Water</i>	2,198,189	2,330,620	2,310,175	2,375,000	2,400,000
401.01.534.800.33.04	<i>Supplies - Reclaimed Water</i>	4,872	2,656	10,000	10,000	10,000
401.01.534.800.35.00	<i>Small Tools & Minor Equipment - Tools</i>	16,987	6,893	8,500	42,500	8,500
401.01.534.800.35.01	<i>Small Tools & Minor Equipment - Traffic control</i>	1,000	1,000	2,500	2,500	2,500
Total Supplies		2,318,811	2,453,880	2,424,014	2,561,339	2,552,339
Services						
401.01.534.800.41.00	<i>Prof Svcs - Engineering services, water analysis, and computer programming</i>	4,184	791	8,000	8,000	8,000
401.01.534.801.41.00	<i>Prof Svcs - Project costs</i>	33,863	47,161	-	-	-
401.01.534.800.41.01	<i>Prof Svcs - Utility one call services for utility line locates</i>	252	379	300	400	400
401.01.534.800.41.02	<i>Prof Svcs - CDL licenses, hearing tests</i>	314	366	1,000	1,000	1,000
401.01.534.800.42.00	<i>Communication - Phone bills and Nextels</i>	530	218	2,500	2,500	2,500
401.01.534.800.43.00	<i>Travel - Mileage, meals (for overtime), parking</i>	1,336	86	1,500	1,500	1,500
401.01.534.800.45.00	<i>Rental - Rental of tapping machines, test pumps and other emergency equipment</i>	1,451	1,396	1,500	1,500	1,500
401.01.534.800.45.94	<i>Rental - Equipment Replacement Fund</i>	17,419	63,255	65,508	119,796	97,671
401.01.534.800.45.95	<i>Rental - Equipment Rental O & M</i>	48,546	80,186	52,054	73,030	73,855
401.01.534.800.46.00	<i>Insurance - WCIA</i>	20,260	21,656	21,000	25,620	26,901
401.01.534.800.47.00	<i>Public Utility - Gas, electricity, water, and sewer for water facilities</i>	19,039	18,994	18,000	19,200	19,400
401.01.534.800.47.01	<i>Public Utility - Disposal of spoils and asphalt from excavations</i>	454	3,151	5,000	5,000	5,000
401.01.534.800.48.00	<i>R&M - Repairs to reservoir, PRV, water facilities and components by outside vendors</i>	2,624	10,458	3,000	3,000	3,000
401.01.534.800.49.00	<i>Misc - Registrations, training, memberships, computer upgrades, sm equip. repair</i>	10,104	2,341	12,000	12,000	12,000

Expenditure Detail - Supplies, Services and Other, Continued

<i>Water - Administration Con't</i>						
401.01.534.801.49.00	Misc - Project costs	-	1,768	-	-	-
401.01.534.800.49.01	Misc - Operating permit from Dept of Health	1,693	3,993	3,400	5,000	5,000
401.01.534.800.49.04	Misc - Project costs	912	-	-	-	-
401.01.534.800.49.08	Misc - PPI credit card fees	23,809	25,237	20,000	20,000	20,000
Total Services		186,790	281,436	214,762	297,546	277,727
Intergovernmental						
401.01.534.800.53.00	Taxes & Assmnts - Excise Tax	216,870	254,633	184,000	250,000	250,000
401.01.534.800.54.01	Interfund Taxes - Interfund Utility Tax	518,461	561,931	565,000	578,500	604,900
401.01.588.999.50.00	PPA - Cost of Issuance	-	25,201	-	-	-
Total Intergovernmental		735,331	841,765	749,000	828,500	854,900
Total Supplies, Services and Other		\$ 3,240,932	\$ 3,577,081	\$ 3,387,776	\$ 3,687,385	\$ 3,684,966

Services include construction management related to capital projects. Capital includes capital projects specific to the water fund.

<i>Water - Capital Outlays</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Services						
401.98.594.340.41.00	Prof Svcs - Construction management	\$ 102,778	\$ 53,220	\$ 276,000	\$ 666,000	\$ 415,000
401.98.594.340.44.00	Advertising - Bid ads	-	54	-	-	-
Total Services		102,778	53,274	276,000	666,000	415,000
Other						
401.01.534.801.65.00	Capital - Construction Projects	-	21,637	-	-	-
401.01.594.340.64.00	Capital - Machinery & Equipment	5,240	-	25,000	25,000	25,000
401.98.594.340.65.00	Capital - Construction Projects	54,682	805	1,500,000	1,072,000	2,503,000
Total Other		59,921	22,443	1,525,000	1,097,000	2,528,000
Total Capital		\$ 162,699	\$ 75,717	\$ 1,801,000	\$ 1,763,000	\$ 2,943,000

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 37 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.

2013-2014 Accomplishments

- ◆ Completed and adopted the Sewer Comprehensive Plan.
- ◆ Evaluated system-wide conditions for potential upgrades for annual sewer repair program.
- ◆ Completed phase I of the CBD sanitary sewer rehabilitation.
- ◆ Completed sewer pump station #9 concrete slab and control upgrades.
- ◆ Completed sewer pump station #4 powered control upgrades.

2015-2016 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*

2015-2016 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.
- ◆ Begin design of 53rd Ave S sewer rehabilitation.

Performance Measures

	2012 Actual	2013 Actual	2014 Estimated	2015 Projection	2016 Projection
Maintain and Improve Sewer System					
Number of linear feet TV inspected	15,000	10,000	15,000	10,000	10,000
Number of linear feet of sewer pipe jet cleaned	185,000	195,000	200,000	195,000	200,000
Number of manholes cleaned	750	850	850	850	850
Capital					
Hours of 10 sewer lift stations monitoring of pump hours, start counts, and generator operation (weekly)	11	11	10	10	10
Customers					
Number of sewer customers	1,727	1,742	1,755	1,760	1,760
Number of total sewer system miles	37.00	37.00	40.50	40.50	40.50

Revenue and Expense Summary

<i>Sewer Fund</i>							
	2012	2013	2014	2015	2016	2014-2015	2015-2016
	Actual	Actual	Budget	Budget	Budget	% Change	% Change
Rate Increase	20%	20%	15%	10%	5%		
Operating Revenue							
<i>Charges for Services</i>							
Sewer Sales	\$ 6,468,930	\$ 7,366,555	\$ 6,063,000	\$ 7,667,000	\$ 7,889,000	26.46%	2.90%
<i>Total Charges for Services</i>	6,468,930	7,366,555	6,063,000	7,667,000	7,889,000	26.46%	2.90%
<i>Miscellaneous Revenue</i>							
Investment Earnings	21,084	20,493	5,000	20,000	20,000	300.00%	0.00%
Capital Contributions	103,800	248,946	120,000	120,000	125,000	0.00%	4.17%
Sale of Capital Assets	-	(3,184)	-	-	-	0.00%	0.00%
Other Misc Revenue	15,106	-	-	-	-	0.00%	0.00%
<i>Total Miscellaneous Revenue</i>	139,990	266,255	125,000	140,000	145,000	12.00%	3.57%
Total Operating Revenue	6,608,921	7,632,810	6,188,000	7,807,000	8,034,000	26.16%	2.91%
Capital Project Revenue							
Intergovernmental -Grants	1,513	-	-	-	-	0.00%	0.00%
Mitigation	-	-	-	-	290,000	0.00%	0.00%
Long-Term Debt Proceeds	-	-	458,000	455,000	-	-0.66%	0.00%
GASB 65 Implementation	-	(34,737)	-	-	-	0.00%	0.00%
Total Capital Project Revenue	1,513	(34,737)	458,000	455,000	290,000	-0.66%	-36.26%
<i>Total Revenue</i>	6,610,434	7,598,072	6,646,000	8,262,000	8,324,000	24.32%	0.75%
Operating Expenses							
10 Salaries & Wages	302,570	315,214	250,949	306,414	313,582	22.10%	2.34%
20 Personnel Benefits	103,619	113,264	83,726	108,798	117,103	29.95%	7.63%
30 Supplies	3,635,584	3,466,202	3,776,893	4,027,893	4,027,893	6.65%	0.00%
40 Services	252,049	213,391	215,666	288,287	271,187	33.67%	-5.93%
50 Intergov't Services & Taxes	730,112	841,585	649,000	873,200	895,400	34.55%	2.54%
Total Operating Expenses	5,023,935	4,949,655	4,976,234	5,604,592	5,625,165	12.63%	0.37%
Capital Expenses							
60 Capital Outlay	487,385	519,816	959,539	2,180,000	3,307,000	127.19%	51.70%
70 Principal	272,861	277,359	279,061	322,161	325,261	15.44%	0.96%
80 Interest	67,791	76,749	74,480	78,480	78,480	5.37%	0.00%
Total Capital Expenses	828,037	873,924	1,313,080	2,580,641	3,710,741	96.53%	43.79%
Indirect cost allocation	446,980	385,141	394,500	451,167	460,100	14.36%	1.98%
<i>Total Expenses</i>	6,298,952	6,208,720	6,683,814	8,636,400	9,796,006	29.21%	13.43%
Change in Fund Balance	311,483	1,389,352	(37,814)	(374,400)	(1,472,006)	890.11%	293.16%
Beginning Fund Balance	1,888,338	2,199,821	1,591,116	3,400,000	3,025,600	113.69%	-11.01%
<i>Ending Fund Balance</i>	\$ 2,199,821	\$ 3,589,173	\$ 1,553,302	\$ 3,025,600	\$ 1,553,594	94.79%	-48.65%

Capital Projects

The capital projects listed below are capital projects planned for the 2015-2016 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.

<i>Capital Projects</i>	<i>2015 Budget</i>	<i>2016 Budget</i>	<i>Anticipated Completion</i>
CBD Sanitary Sewer Rehabilitation	\$ 1,040,000	\$ 1,040,000	2019
Sewer Lift Station No. 2 Upgrades	545,000	-	2015
Sewer Repair - Strander Blvd Bridge	120,000	-	2015
Vall View W Hill Sewer Transf Area	110,000	-	2015
APE Sewer Replacement	90,000	1,237,000	2016
GIS Inventory of Sewer System	100,000	100,000	2017
53rd Ave S Sewer Rehabilitation	100,000	730,000	2016
Other (Annual Maint, etc)	75,000	200,000	NA
Total Capital Projects	\$ 2,180,000	\$ 3,307,000	

Sewer Fund – 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>2015 Budget</i>	<i>2016 Budget</i>
2006 Revenue Bonds	Allentown Phase II		
Principal		\$ 89,900	\$ 93,000
Interest		60,605	57,009
2006 Revenue Bonds Total Debt Service		150,505	150,009
PWTFL 2004	Allentown Phase II		
Principal		192,261	192,261
Interest		9,613	8,652
PWTFL 2004 Total Debt Service		201,874	200,913
PWTFL 2014	CBD Sewer Rehab		
Principal (Estimate)		40,000	40,000
Interest (Estimate)		4,000	4,000
PWTFL 2014 Total Debt Service		44,000	44,000
Total Principal		322,161	325,261
Total Interest		74,218	69,661
Total Debt Service		\$ 396,379	\$ 394,922

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.

<i>Sewer Fund</i>							
Postion Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Maint & Ops Superintendent	0.5	0.5	\$ 48,876	\$ 17,003	0.5	\$ 50,064	\$ 18,294
Maint & Ops Foreman	1	1	79,632	23,598	1	81,784	25,430
Sr Maint & Ops Specialist	1	1	74,256	29,759	1	76,080	32,056
Maint & Ops Specialist	0.5	0.5	34,572	17,538	0.5	35,436	18,900
Senior Engineer	1	0.5	57,636	20,329	0.5	58,776	21,853
Extra Labor			8,000	-		8,000	-
Overtime			3,442	-		3,442	-
Clothing Allowance				570			570
Department Total	4	3.5	\$ 306,414	\$ 108,798	3.5	\$313,582	\$117,103

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.

<i>Sewer - Administration</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
402.01.535.800.31.01	<i>Supplies</i> - Office & Safety	\$ 52	\$ 1,492	\$ 2,293	\$ 2,293	\$ 2,293
402.01.535.800.31.02	<i>Supplies</i> - Operating	16,130	12,224	12,600	12,600	12,600
402.01.535.800.31.03	<i>Supplies</i> - Repairs & Maintenance	447	1,395	4,500	4,500	4,500
402.01.535.800.31.04	<i>Supplies</i> - Billing	1,070	2,000	3,000	3,000	3,000
402.01.535.800.31.90	<i>Supplies</i> - Central	33	-	-	-	-
402.01.535.800.33.00	<i>Supplies</i> - Metro Sewage Treatment	3,611,261	3,447,428	3,749,000	4,000,000	4,000,000
402.01.535.800.35.00	<i>Supplies</i> - Small Tools & Minor Equipment	5,592	662	3,000	3,000	3,000
402.01.535.800.35.01	<i>Supplies</i> - Traffic Control Devices	1,000	1,000	2,500	2,500	2,500
Total Supplies		3,635,584	3,466,202	3,776,893	4,027,893	4,027,893
Services						
402.01.535.800.41.00	<i>Prof Svcs</i> - Consultant engineering services, surveying	1,473	1,211	1,000	1,000	1,000
402.01.535.800.41.01	<i>Prof Svcs</i> - Utility one call services for utility line locates	252	379	300	300	300
402.01.535.800.41.02	<i>Prof Svcs</i> - CDL licenses, hearing tests	99	26	300	300	300
402.01.535.800.41.04	<i>Prof Svcs</i> - TV Equipment Software	-	-	-	1,000	1,000
402.01.535.801.41.00	<i>Prof Svcs</i> - Project costs	11,364	7,542	-	-	-
402.01.535.800.42.00	<i>Communication</i> - Phone bills and Nextels	1,467	2,174	2,500	2,500	2,500
402.01.535.800.43.00	<i>Travel</i> - Mileage, meals, parking	940	450	1,000	1,000	1,000
402.01.535.800.44.00	<i>Advertising</i> - Advertising for seasonal help and staff replacement	-	-	150	150	150
402.01.535.800.45.00	<i>Rental</i> - Rental of backhoes, trackhoes, loader, and forklifts	-	2,749	2,000	2,000	2,000
402.01.535.800.45.94	<i>Rental</i> - Equipment Replacement Fund	67,415	30,256	34,666	87,556	65,431
402.01.535.800.45.95	<i>Rental</i> - Equipment Rental O & M	60,960	43,230	58,505	61,943	65,041
402.01.535.800.46.00	<i>Insurance</i> - WCIA	15,195	16,734	15,195	18,538	19,465
402.01.535.800.47.00	<i>Public Utility</i> - Electrical, gas, water, and sewer from lift stations	30,984	30,706	22,050	34,000	35,000
402.01.535.800.47.02	<i>Public Utility</i> - Waste Materials Disposal	100	104	5,000	5,000	5,000
402.01.535.800.48.00	<i>R&M</i> - Pump station repairs and replacement done by outside vendors	3,026	37,163	15,000	15,000	15,000
402.01.535.800.48.01	<i>R&M</i> - Painting of sewer pump station interiors	3,048	7,699	15,000	15,000	15,000
402.01.535.800.48.03	<i>R&M</i> - Repairs of sewer main lines	-	-	3,000	3,000	3,000
402.01.535.800.48.04	<i>R&M</i> - Sewer pump station computer alarm system	3,131	932	10,000	10,000	10,000
402.01.535.801.48.00	<i>R&M</i> - Equipment	16,639	-	-	-	-

Expenditure Detail - Supplies, Services, and Other, Continued

<i>Sewer - Administration Con't</i>						
402.01.535.800.49.00	Misc - Training, classes, minor software purchases	8,007	2,409	5,000	5,000	5,000
402.01.535.800.49.08	Misc - PPI credit card fees	27,950	29,626	25,000	25,000	25,000
Total Services		252,049	213,391	215,666	288,287	271,187
Intergovernmental						
402.01.535.800.53.00	Taxes & Assmnts - Excise Tax	83,069	104,845	40,000	105,000	105,000
402.01.535.800.54.02	Interfund Taxes - Interfund Utility Tax	647,043	736,739	609,000	768,200	790,400
Total Intergovernmental		730,112	841,585	649,000	873,200	895,400
Total Supplies, Services and Other		\$ 4,617,745	\$ 4,521,177	\$ 4,641,559	\$ 5,189,380	\$ 5,194,480

Services include construction management for capital projects. Capital includes capital projects related to the sewer fund.

<i>Sewer - Capital Outlays</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
402.98.594.353.31.00	Supplies - Office and Operating	\$ -	\$ 17,239	\$ -	\$ -	\$ -
Total Supplies		-	17,239	-	-	-
Services						
402.98.594.353.41.00	Prof Svcs - Construction management	160	178,834	498,000	515,000	455,000
402.98.594.353.43.00	Travel - Mileage, parking	-	212	-	-	-
402.98.594.353.44.00	Advertising - Bid ads	-	144	-	-	-
402.98.594.353.45.00	Rental - Equipment	-	6,172	-	-	-
402.98.594.353.47.00	Public Utility - Misc utility costs	-	540	-	-	-
402.98.594.353.48.00	R&M - Equipment	22	109,006	-	-	-
402.98.594.353.49.00	Misc - Other	-	3	-	-	-
Total Services		182	294,910	498,000	515,000	455,000
Other						
402.01.594.350.64.00	Capital - Machinery & Equipment	13,511	-	-	-	-
402.01.535.801.65.00	Capital - Construction Projects	52,795	77,882	-	-	-
402.98.594.353.61.00	Capital - Land	-	-	100,000	110,000	-
402.98.594.353.65.00	Capital - Construction Projects	403,081	75,285	285,000	1,555,000	2,852,000
Total Other		469,386	153,167	385,000	1,665,000	2,852,000
Total Capital		\$ 469,568	\$ 465,315	\$ 883,000	\$ 2,180,000	\$ 3,307,000



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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.

2013-2014 Accomplishments

- ◆ Implemented Marketing Action Plan to retain and strengthen our core golfers, engage lapsed golfers, and attract new customers. *Strategic Goals 2 & 3. PROS Plan Goal 2.*
- ◆ 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.*
- ◆ Worked with PGA of America to implement its "Get Golf Ready" Program to engage lapsed and to attract new golfers. *Strategic Goals 2, 3, & 4. PROS Plan Goals 2, 3, 4, & 5.*
- ◆ Laid the foundation for a 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.*
- ◆ Became the first golf course in King County to open for FootGolf – a combination soccer and golf. This program has brought FGL added publicity, new people to the facility, and provided us with opportunities to expose our brand. *Strategic Goals 2, 3, & 5. PROS Plan Goals 2, 3, 4, & 5.*

2015-2016 Outcome Goals

- ◆ Improve and expand upon our Marketing Action Plan. *Strategic Goals 2, 3, 4, & 5. PROS Plan Goals 3, 4, & 5.*
- ◆ Expand our Get Golf Ready and Junior Programs. *Strategic Goals 2 & 5. PROS Plan Goals 3 & 4.*
- ◆ Continue to build the partnership with concessionaire to meet the needs of the customer and community. *Strategic Goals 2, 3, & 4. PROS Plan Goals 3 & 4.*
- ◆ Implement Cart Replacement Plan. *Strategic Goal 4. PROS Plan Goals 3 & 5.*
- ◆ Increase rounds of FootGolf by 15%. *Strategic Goals 2, 4, & 5. PROS Plan Goals 2, 3, & 4.*

2015-2016 Indicators of Success

- ◆ Increased rounds of play.
- ◆ Additional new customers.
- ◆ Improved satisfaction with equipment.

Revenue and Expense Summary

<i>Foster Golf Course Fund</i>							
	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget	2014-2015 % Change	2015-2016 % Change
Operating Revenue							
General Revenue							
Excise Taxes	\$ 3,531	\$ 4,470	\$ 2,617	\$ 2,617	\$ 2,617	0.00%	0.00%
Total General Revenue	3,531	4,470	2,617	2,617	2,617	0.00%	0.00%
Charges for Services							
Sales of Merchandise	139,673	139,902	137,000	150,000	155,000	9.49%	3.33%
Green Fees, Instruction	1,005,602	973,311	1,024,050	1,030,000	1,065,000	0.58%	3.40%
Total Miscellaneous Revenue	1,145,274	1,113,213	1,161,050	1,180,000	1,220,000	1.63%	3.39%
Miscellaneous Revenue							
Investment Earnings	21,660	5,249	1,130	1,130	1,130	0.00%	0.00%
Rents and Concessions	278,758	281,482	277,200	286,000	288,000	3.17%	0.70%
Other Misc Revenue	(494)	(150)	-	-	-	0.00%	0.00%
Total Miscellaneous Revenue	299,924	286,581	278,330	287,130	289,130	3.16%	0.70%
Transfers In	225,000	400,000	600,000	300,000	300,000	-50.00%	0.00%
Total Revenue	1,673,729	1,804,264	2,041,997	1,769,747	1,811,747	-13.33%	2.37%
Operating Expenses							
10 Salaries & Wages	694,733	691,439	766,367	689,988	706,489	-9.97%	2.39%
20 Personnel Benefits	220,913	227,493	277,633	237,166	255,074	-14.58%	7.55%
30 Supplies	178,659	177,988	171,250	254,250	259,335	48.47%	2.00%
40 Services	234,954	245,334	226,772	296,304	297,744	30.66%	0.49%
50 Intergov't Services & Taxes	65,471	63,609	62,400	66,400	66,400	6.41%	0.00%
Total Operating Expenses	1,394,730	1,405,862	1,504,422	1,544,108	1,585,043	2.64%	2.65%
Capital Expenses							
60 Capital Outlay	-	-	90,000	50,000	50,000	-44.44%	0.00%
70 Principal	-	-	-	-	-	0.00%	0.00%
80 Interest	-	-	-	-	-	0.00%	0.00%
Total Capital Expenses	-	-	90,000	50,000	50,000	-44.44%	0.00%
Indirect cost allocation	15,160	192,801	197,486	173,909	177,352	-11.94%	1.98%
Total Expenses	1,409,890	1,598,663	1,791,908	1,768,017	1,812,394	-1.33%	2.51%
Change in Fund Balance	263,840	205,601	250,089	1,730	(647)	-99.31%	-137.40%
Beginning Fund Balance	140,551	404,389	323,980	600,000	601,730	85.20%	0.29%
Ending Fund Balance	\$ 404,391	\$ 609,990	\$ 574,069	\$ 601,730	\$ 601,083	4.82%	-0.11%

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>Foster Golf Course</i>							
Position Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Director of Instruction - Golf	0.75	1	\$ 79,032	\$ 36,863	1	\$ 80,976	\$ 39,711
Maint & Ops Superintendent - Golf	1	0	-	-	0	-	-
Golf Maintenance Supervisor	1	1	78,960	34,036	1	80,976	36,681
Lead Maintenance Specialist - Golf	1	1	74,256	29,757	1	76,080	32,054
Fleet Technician Golf	1	1	70,104	21,870	1	71,784	23,535
Admin Support Technician - Golf	2	2	113,918	45,382	2	116,832	48,842
Maintenance Specialist Golf	3	2.25	136,752	62,095	2.25	140,136	66,945
Extra Labor			134,966	-		137,665	-
Overtime			2,000	-		2,040	-
Unemployment			-	6,000		-	6,120
Clothing Allowance			-	1,164		-	1,187
Department Total	9.75	8.25	\$ 689,988	\$ 237,166	8.25	\$ 706,489	\$ 255,074

Expenditure Detail - 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	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
411.00.576.680.31.00	<i>Supplies - Office & Operating</i>	\$ 1,439	\$ 6	\$ -	\$ -	\$ -
411.00.576.680.31.02	<i>Supplies - Grounds Maintenance</i>	37,244	33,150	31,500	51,500	52,530
411.00.576.680.31.03	<i>Supplies - Irrigation</i>	3,132	2,891	7,000	7,000	7,140
411.00.576.680.31.04	<i>Supplies - Fertilizers & Misc. Chemicals</i>	35,405	39,756	42,000	42,000	42,840
411.00.576.680.35.00	<i>Small Tools & Minor Equipment - Tools for course</i>	1,653	2,540	2,500	65,500	66,810
Total Supplies		78,873	78,343	83,000	166,000	169,320
Services						
411.00.576.680.41.00	<i>Prof Svcs - Geese control</i>	300	3,545	3,600	3,600	3,672
411.00.576.680.42.00	<i>Communication - Homeguard Security svc, phones, alarms</i>	11	220	1,350	1,350	1,377
411.00.576.680.43.00	<i>Travel - Meals, mileage, parking for professional development travel</i>	127	23	750	750	765
411.00.576.680.45.00	<i>Rental - Mountain Mist water, portable toilet rentals, short term rental equipment</i>	2,050	2,301	2,400	2,400	2,448
411.00.576.680.45.94	<i>Rental - Equipment Replacement Fund</i>	48,046	50,700	55,689	90,902	87,729
411.00.576.680.45.95	<i>Rental - Equipment O & M</i>	42,780	50,225	28,345	59,321	60,456
411.00.576.680.46.00	<i>Insurance - WCIA</i>	15,195	16,734	15,195	18,538	19,465
411.00.576.680.47.00	<i>Public Utility - Puget Sd Energy - pump stations, water-course restrms, maintenance shed</i>	7,484	7,084	10,000	10,000	10,200
411.00.576.680.47.01	<i>Public Utility - SSWM charges</i>	20,672	21,705	20,793	20,793	21,209
411.00.576.680.47.09	<i>Public Utility - Puget Sound Energy, City water-wash bay and maintenance bldg</i>	6,168	9,108	5,500	5,500	5,610
411.00.576.680.48.00	<i>R&M - Pacific parking lot maintenance, fire alarm test, misc. repairs</i>	7,236	6,321	7,000	7,000	7,140
411.00.576.680.48.01	<i>R&M - Professional Tree Removal</i>	986	-	-	-	-
411.00.576.680.48.03	<i>R&M - Pump station and river pump, 9th fairway pump station</i>	1,018	845	2,400	2,400	2,448
411.00.576.680.49.00	<i>Misc - Memberships, uniform cleaning, prof dev, WWGCSA mem, WSDA cert.</i>	1,227	3,083	2,200	2,200	2,244
411.00.576.680.49.01	<i>Misc - Blood borne pathogens testing and immunizations</i>	-	-	250	250	255
Total Services		153,301	171,894	155,472	225,004	225,018

Expenditure Detail - Supplies, Services, and Other, Continued

<i>Foster Golf Course - Operations, Con't</i>						
Intergovernmental						
411.00.576.680.54.01	<i>Intergovernmental - Admission Taxes</i>	59,268	58,141	56,000	60,000	60,000
Total Intergovernmental		59,268	58,141	56,000	60,000	60,000
Other						
411.00.594.760.63.05	<i>Capital - Tees & Greens</i>	-	-	90,000	50,000	50,000
Total Other		-	-	90,000	50,000	50,000
Total Supplies, Services and Other		\$ 291,442	\$ 308,377	\$ 384,472	\$ 501,004	\$ 504,338

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.

<i>Foster Golf Course - Pro Shop</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
411.00.576.681.31.00	<i>Supplies</i> - Office & Operating	\$ 1,455	\$ 1,656	\$ 2,000	\$ 2,000	\$ 2,040
411.00.576.681.31.01	<i>Supplies</i> - Building	1,536	5,373	4,000	4,000	4,080
411.00.576.681.31.02	<i>Supplies</i> - Rental	-	60	250	250	255
411.00.576.681.31.04	<i>Supplies</i> - Repair	1,310	659	2,000	2,000	2,040
411.00.576.681.34.01	<i>Supplies</i> - Pro Shop (Resale)	95,484	91,896	80,000	80,000	81,600
Total Supplies		99,786	99,645	88,250	88,250	90,015
Services						
411.00.576.681.41.00	<i>Prof Svcs</i> - Fire/emergency testing, Confidents, wet and dry, SZEN annual support-Online Tee Reservation, Advertising and artwork, Orbit: Webpage	5,530	5,468	6,000	6,000	6,120
411.00.576.681.42.00	<i>Communication</i> - Phone and Comcast	2,836	1,773	3,800	3,800	3,876
411.00.576.681.43.00	<i>Travel</i> - Meals, mileage, parking for professional development related travel	-	-	-	-	-
411.00.576.681.44.00	<i>Advertising</i> - Misc advertising expenses	3,936	2,767	4,000	4,000	4,080
411.00.576.681.45.00	<i>Rental</i> - Special event daily fleet rental	2,722	2,736	1,000	1,000	1,020
411.00.576.681.47.00	<i>Public Utility</i> - City Light, Puget Sound Energy, Sound Security	12,631	8,851	8,000	8,000	8,160
411.00.576.681.48.00	<i>R&M</i> - Carts, water feature, carpet & awning cleaning, Clubhouse oil separator, building repair & window washing, HVAC maintenance	22,500	24,275	10,000	10,000	10,200
411.00.576.681.49.00	<i>Misc</i> - Memberships - Nat'l Golf Foundation, PGA, PNGA, UAGA, Cintas mat/laundry svc, tobacco license, professional development, misc.	7,509	7,710	8,500	8,500	8,670
411.00.576.681.49.01	<i>Misc</i> - Printing of score cards, brochures, forms	2,823	-	3,000	3,000	3,060
411.00.576.681.49.08	<i>Misc</i> - PPI credit card fees	21,165	19,860	27,000	27,000	27,540
Total Services		81,653	50,065	71,300	71,300	72,726
Other						
411.00.576.681.53.00	<i>Intergovernmental</i> - Excise tax	6,203	5,468	6,400	6,400	6,400
Total Other		6,203	5,468	6,400	6,400	6,400
Total Supplies, Services and Other		\$ 87,855	\$ 55,533	\$ 77,700	\$ 77,700	\$ 79,126

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.

2013-2014 Accomplishments

- ◆ Completed small drainage project identified on the approved list for 2013.
- ◆ Continued development of the GIS as-builts of city infrastructure that complies with NPDES.
- ◆ Began Tukwila 205 certification effort.
- ◆ Participated in the Green River system-wide improvement framework process.
- ◆ Completed construction of storm lift station #15 improvements.
- ◆ Began construction of E Marginal Way S storm pipe replacement.
- ◆ Began design of 42nd Ave S culvert.

2015-2016 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*

2015-2016 Indicators of Success

- ◆ Complete small drainage projects identified on the approved list for 2015 and 2016.
- ◆ Continue development of the GIS as-builts of city infrastructure that complies with NPDES.
- ◆ Construct Gilliam Creek 42nd Ave S culvert.
- ◆ Complete construction of Duwamish Gardens.
- ◆ Begin design and construction of Chinook Wind.
- ◆ Begin design of 53rd Ave S surface water drainage.
- ◆ Begin construction of East Marginal Way S storm water outfalls.

Performance Measures

Public Works - Surface Water	2012 Actual	2013 Actual	2014 Estimated	2015 Projection	2016 Projection
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	10,000	10,000	12,000	12,000	12,000
Number of linear feet of ditches cleaned	3,000	3,000	3,000	2,000	2,000
Number of manholes/catch basins/or stormceptors cleaned	800	1,000	1,500	1,000	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
Number of times clean 10 large trash racks				250	250
Capital					
Hours of 5 storm lift stations monitoring of pump hours, start counts, and generator operation (weekly)	5	5	5	5	5
NPDES (National Pollutant Discharge Elimination					
Number of illicit discharge events	16	13	14	13	13
Number vehicles washed using the SudsSafe Car Wash	100		37	50	50
Customers					
Number of surface water customers	5,212	5,226	5,228	5,235	5,240
Number of total drainage system miles	70.00	70.00	75.60	75.60	75.60

Revenue and Expense Summary

<i>Surface Water Fund</i>							
	2012	2013	2014	2015	2016	2014-2015	2015-2016
	Actual	Actual	Budget	Budget	Budget	% Change	% Change
Rate Increase	10%	5%	10%	20%	15%		
Operating Revenue							
<i>Charges for Services</i>							
Surface Water Sales	\$ 3,675,605	\$ 3,865,438	\$ 4,223,309	\$ 5,072,000	\$ 5,832,000	20.10%	14.98%
<i>Total Charges for Services</i>	3,675,605	3,865,438	4,223,309	5,072,000	5,832,000	20.10%	14.98%
Intergovernmental Revenue	6,290	-	-	120,000	360,000	0.00%	200.00%
<i>Miscellaneous Revenue</i>							
Investment Earnings	20,401	21,177	13,591	24,000	31,000	76.59%	29.17%
Capital contributions	28,253	6,221	-	-	-	0.00%	0.00%
Sale of Capital Assets	(72)	(937)	-	-	-	0.00%	0.00%
Other Misc Revenue	362	120	-	-	-	0.00%	0.00%
<i>Total Miscellaneous Revenue</i>	48,944	26,580	13,591	24,000	31,000	76.59%	29.17%
Total Operating Revenue	3,730,839	3,892,018	4,236,900	5,216,000	6,223,000	23.11%	19.31%
Capital Project Revenue							
Intergovernmental Revenue - Grants	124,424	27,387	45,000	6,045,000	745,000	13333.33%	-87.68%
Public Works Trust Fund Loan	-	-	2,800,000	-	-	0.00%	0.00%
Tuk Urban Center, SC Pkwy Ext	-	3,443,411	-	-	-	0.00%	0.00%
Total Capital Project Revenue	124,424	3,470,798	2,845,000	6,045,000	745,000	112.48%	-87.68%
<i>Total Revenue</i>	3,855,263	7,362,816	7,081,900	11,261,000	6,968,000	59.01%	-38.12%
Operating Expenses							
10 Salaries & Wages	716,549	715,561	577,949	980,927	1,015,132	69.73%	3.49%
20 Personnel Benefits	259,628	257,319	228,228	423,165	458,002	85.41%	8.23%
30 Supplies	41,953	45,980	44,530	46,330	44,530	4.04%	-3.89%
40 Services	468,722	312,829	390,041	422,350	388,054	8.28%	-8.12%
50 Intergov't Services & Taxes	419,805	440,356	449,000	559,200	635,700	24.54%	13.68%
Total Operating Expenses	1,906,658	1,772,045	1,689,748	2,431,972	2,541,418	43.93%	4.50%
Capital Expenses							
60 Capital Outlay	1,024,148	1,046,186	4,638,613	7,825,000	3,226,000	68.69%	-58.77%
70 Principal	286,553	288,528	287,754	288,354	288,954	0.21%	0.21%
80 Interest	30,572	28,075	26,495	26,495	26,495	0.00%	0.00%
Total Capital Expenses	1,341,272	1,362,789	4,952,862	8,139,849	3,541,449	64.35%	-56.49%
Indirect cost allocation	400,786	474,941	486,482	498,490	508,361	2.47%	1.98%
<i>Total Expenses</i>	3,648,716	3,609,775	7,129,092	11,070,311	6,591,228	55.28%	-40.46%
Change in Fund Balance	206,547	3,753,041	(47,192)	190,689	376,772	-504.07%	97.58%
Beginning Fund Balance	2,122,611	2,329,158	1,080,206	2,200,000	2,390,689	103.66%	8.67%
<i>Ending Fund Balance</i>	\$ 2,329,158	\$ 6,082,199	\$ 1,033,014	\$ 2,390,689	\$ 2,767,461	131.43%	15.76%

Capital Projects

The capital projects listed below are capital projects planned for the 2015-2016 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.

<i>Capital Projects</i>	<i>2015 Budget</i>	<i>2016 Budget</i>	<i>Anticipated Completion</i>
Gilliam Creek 42 S Srfc Wtr Clvrt	\$ -	\$ 730,000	2016
53rd Ave S Surface Water Drainage	200,000	600,000	2017
East Marg Wy S Stormwater Outfalls	120,000	271,000	2017
East Marg Wy S Storm Pipe Replace	360,000	-	2015
Tukwila 205 Levee Certification	400,000	-	2015
Surface Water GIS Inventory	-	100,000	2018
Riverton Creek Flap Gate Removal	-	30,000	2017
Chinook Wind	6,050,000	650,000	2018
Other (Annual Maint, etc)	695,000	845,000	NA
Total Capital Projects	\$ 7,825,000	\$ 3,226,000	

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>2015 Budget</i>	<i>2016 Budget</i>
2006 Revenue Bonds	Allentown Phase II		
Principal		\$ 17,400	\$ 18,000
Interest		11,730	11,034
2006 Revenue Bonds Total Debt Service		29,130	29,034
PWTFL 2001	Duwamish/ Valley View		
Principal		11,597	11,597
Interest		406	348
PWTFL 2001 Total Debt Service		12,002	11,944
PWTFL 2004	Allentown Phase II		
Principal		37,212	37,212
Interest		1,861	1,675
PWTFL 2004 Total Debt Service		39,072	38,886
PWTFL 2004	Cascade View		
Principal		222,144	222,144
Interest		11,107	9,996
PWTFL 2004 Total Debt Service		233,251	232,141
Total Principal		288,353	288,953
Total Interest		25,104	23,053
Total Debt Service		\$ 313,456	\$ 312,005

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.

<i>Surface Water Fund</i>							
Position Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Maint & Ops Superintendent	0.5	0.5	\$ 48,876	\$ 17,004	0.5	\$ 50,064	\$ 18,295
Maint & Ops Foreman	1.5	1.5	119,016	45,850	1.5	121,932	49,386
Maint & Ops Specialist	5.5	5.5	350,721	176,345	5.5	363,594	190,886
Senior Engineer	1	1	115,272	38,622	1	117,552	41,464
Engineer (NPDES Coord)	1	1	97,464	37,242	1	99,840	40,108
Sr. Maint & Ops Specialist		1	74,256	35,999	1	76,080	38,783
Inspector SW		1	58,668	33,198	1	63,141	36,411
Project Manager SW		1	82,296	37,480	1	88,571	41,245
Extra Labor			25,000	-		25,000	-
Overtime			9,358	-		9,358	-
Clothing Allowance				1,425			1,425
Department Total	9.5	12.5	\$ 980,927	\$ 423,165	12.5	\$ 1,015,132	\$ 458,002

Expenditure Detail - 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.

<i>Surface Water - Administration</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
412.01.538.301.31.00	<i>Supplies - Office & Operating</i>	\$ 1,827	\$ -	\$ -	\$ -	\$ -
412.01.538.380.31.01	<i>Supplies - Community Education</i>	190	-	1,000	1,000	1,000
412.01.538.380.31.02	<i>Supplies -Operating</i>	34,361	32,385	38,030	36,030	36,030
412.01.538.380.31.03	<i>Supplies - Office & Safety</i>	1,249	1,336	1,500	1,500	1,500
412.01.538.380.31.04	<i>Supplies - Billing</i>	1,752	1,628	-	1,800	-
412.01.538.380.31.90	<i>Supplies - Central</i>	73	-	-	-	-
412.01.538.380.35.00	<i>Small Tools & Minor Equipment - Minor tools</i>	1,501	9,632	2,000	5,000	5,000
412.01.538.380.35.01	<i>Small Tools & Minor Equipment - Traffic Control Devices</i>	1,000	1,000	2,000	1,000	1,000
Total Supplies		41,953	45,980	44,530	46,330	44,530
Services						
412.01.538.301.41.00	<i>Prof Svcs - Project expense</i>	186,268	65,031	-	-	-
412.01.538.301.43.00	<i>Travel - Mileage, parking</i>	107	-	-	-	-
412.01.538.301.45.00	<i>Rental - Other</i>	94	-	-	-	-
412.01.538.301.48.00	<i>R&M - Equipment repair</i>	39,565	1,971	-	-	-
412.01.538.301.49.00	<i>Misc - Project expense</i>	1,000	6,911	-	-	-
412.01.538.380.41.00	<i>Prof Svcs - Engineering and surveying</i>	2,130	5,312	52,000	2,000	2,000
412.01.538.380.41.01	<i>Prof Svcs - Utility one call services</i>	252	379	370	370	370
412.01.538.380.41.02	<i>Prof Svcs - CDLs hearing and physicals</i>	383	919	1,200	1,200	1,200
412.01.538.380.41.05	<i>Prof Svcs - PCB Analysis</i>	16,795	-	-	-	-
412.01.538.380.42.00	<i>Communication - Phone bills and Nextels</i>	361	426	2,000	2,000	2,000
412.01.538.380.43.00	<i>Travel - Mileage, meals and parking</i>	1,644	149	2,000	2,000	2,000
412.01.538.380.44.00	<i>Advertising - Ads for jobs</i>	-	-	500	500	500
412.01.538.380.45.00	<i>Rental - Trackhoses, backhoses, loaders, forklifts, and surface water supplies</i>	5,464	2,160	5,000	5,000	5,000
412.01.538.380.45.94	<i>Rental - Equipment Replacement Fund</i>	20,730	69,127	73,537	109,678	87,553
412.01.538.380.45.95	<i>Rental - Equipment Rental O & M</i>	60,344	62,867	61,674	82,164	84,066
412.01.538.380.46.00	<i>Insurance - WCIA</i>	15,195	16,734	15,195	18,538	19,465
412.01.538.380.47.00	<i>Public Utility - Electrical, gas, water and sewer utilities for storm lift stations</i>	6,669	5,856	16,500	16,500	16,500
412.01.538.380.47.01	<i>Public Utility - Hauling dirt, asphalt & concrete disposal, garbage disp.</i>	60,095	28,690	80,000	70,000	70,000
412.01.538.380.47.02	<i>Public Utility - Electrical service</i>	238	307	100	400	400
412.01.538.380.47.03	<i>Public Utility - Storm filter cleaning</i>	14,431	-	30,000	30,000	30,000
412.01.538.380.47.04	<i>Public Utility - Spill Response & Disposal</i>	-	-	30,000	30,000	30,000

Expenditure Detail - Supplies, Services, and Other, Continued

<i>Surface Water - Administration Con't</i>						
412.01.538.380.48.00	R&M - Storm pump station repairs by outside vendors	5,174	17,624	9,965	20,000	20,000
412.01.538.380.48.02	R&M - Storm pump station telemetry repairs for alarm monitoring	-	-	4,000	4,000	4,000
412.01.538.380.49.00	Misc - Reg. tuition, memberships, software upgrades, publications & subscriptions	11,440	3,615	6,000	6,000	6,000
412.01.538.380.49.01	Misc - King County recording lien fees for delinquent surface water bills	12,000	15,116	-	15,000	-
412.01.538.380.49.08	Misc - PPI credit card fees	8,342	9,634	-	7,000	7,000
Total Services		468,722	312,829	390,041	422,350	388,054
Intergovernmental						
412.01.538.380.53.00	Taxes & Assmnts - Excise Tax	50,728	52,167	25,000	50,000	50,000
412.01.538.380.54.12	Interfund Taxes - Utility tax	369,077	388,189	424,000	509,200	585,700
Total Intergovernmental		419,805	440,356	449,000	559,200	635,700
Total Supplies, Services and Other		\$ 930,480	\$ 799,165	\$ 883,571	\$ 1,027,880	\$ 1,068,284

Supplies include items for capital projects. Services include construction management costs. Capital includes construction and purchase of capital assets.

<i>Surface Water - Capital Outlays</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
412.98.594.382.31.00	Supplies -Office and Operating	\$ 28,180	\$ 400	\$ 50,000	\$ 50,000	\$ 50,000
Total Supplies		28,180	400	50,000	50,000	50,000
Services						
412.98.594.382.41.00	Prof Svcs - Construction management	277,301	288,890	528,000	880,000	1,250,000
412.98.594.382.42.00	Communication - Postage	-	6	-	-	-
412.98.594.382.44.00	Advertising - Bid ads	1,494	1,655	-	-	-
412.98.594.382.49.00	Misc - Other	150	-	-	-	-
Total Services		278,945	290,551	528,000	880,000	1,250,000
Other						
412.01.594.380.64.00	Capital - Machinery & equipment	-	-	-	50,000	-
412.98.594.382.61.00	Capital - Land	-	44,000	1,200,000	6,000,000	-
412.98.594.382.64.00	Capital - Machinery & equipment	-	208,763	-	-	-
412.98.594.382.65.00	Capital - Construction projects	666,092	412,927	2,576,000	845,000	1,926,000
Total Other		666,092	665,690	3,776,000	6,895,000	1,926,000
Total Capital		\$ 973,217	\$ 956,641	\$ 4,354,000	\$ 7,825,000	\$ 3,226,000

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 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 - 2015*

	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	\$ 1,853,707	\$ -	\$ -	\$ 1,853,707
ERR replacement	1,302,126	-	-	1,302,126
Employer trust contributions	-	5,015,071	700,511	5,715,582
Employee contributions	-	74,093	-	74,093
<i>Total Charges for Services</i>	3,155,833	5,089,164	700,511	8,945,508
<i>Miscellaneous Revenue</i>				
Investment Earnings	14,269	95,565	3,340	113,174
Sale of capital assets	442,791	-	-	442,791
Other Misc Revenue	150	2,200	-	2,350
<i>Total Miscellaneous Revenue</i>	457,210	97,765	3,340	558,315
<i>Total Revenue</i>	3,613,043	5,186,929	703,851	9,503,823
Operating Expenses				
10 Salaries & Wages	388,492	-	-	388,492
20 Personnel Benefits	163,767	6,165,438	931,649	7,260,854
30 Supplies	746,979	-	-	746,979
40 Services	237,674	56,600	5,983	300,257
50 Intergov't Services & Taxes	-	-	-	-
Total Operating Expenses	1,536,912	6,222,038	937,632	8,696,582
Capital Expenses				
XX Capital Project Expenses	1,708,000	-	-	1,708,000
Total Capital Expenses	1,708,000	-	-	1,708,000
Indirect cost allocation	310,431	119,964	11,186	441,582
<i>Total Expenses</i>	3,555,343	6,342,002	948,819	10,846,164
Change in Fund Balance	57,700	(1,155,073)	(244,968)	(1,342,341)
Beginning Fund Balance	4,500,000	3,500,000	500,000	8,500,000
Ending Fund Balance	\$ 4,557,700	\$ 2,344,927	\$ 255,032	\$ 7,157,659

Internal Service Funds - 2016

	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	\$ 1,885,680	\$ -	\$ -	\$ 1,885,680
ERR replacement	1,111,203	-	-	1,111,203
Employer trust contributions	-	5,416,244	565,000	5,981,244
Employee contributions	-	80,020	-	80,020
<i>Total Charges for Services</i>	<i>2,996,883</i>	<i>5,496,264</i>	<i>565,000</i>	<i>9,058,147</i>
<i>Miscellaneous Revenue</i>				
Investment Earnings	14,269	95,565	3,340	113,174
Sale of capital assets	442,791	-	-	442,791
Other Misc Revenue	150	2,200	-	2,350
<i>Total Miscellaneous Revenue</i>	<i>457,210</i>	<i>97,765</i>	<i>3,340</i>	<i>558,315</i>
<i>Total Revenue</i>	<i>3,454,093</i>	<i>5,594,029</i>	<i>568,340</i>	<i>9,616,462</i>
Operating Expenses				
10 Salaries & Wages	397,996	-	-	397,996
20 Personnel Benefits	176,209	6,166,938	600,000	6,943,147
30 Supplies	746,979	-	-	746,979
40 Services	239,190	56,600	5,983	301,773
50 Intergov't Services & Taxes	-	-	-	-
Total Operating Expenses	1,560,374	6,223,538	605,983	8,389,895
Capital Expenses				
XX Capital Project Expenses	533,000	-	-	533,000
Total Capital Expenses	533,000	-	-	533,000
Indirect cost allocation	316,578	120,703	11,408	448,689
<i>Total Expenses</i>	<i>2,409,952</i>	<i>6,344,241</i>	<i>617,391</i>	<i>9,371,584</i>
Change in Fund Balance	1,044,141	(750,212)	(49,051)	244,878
Beginning Fund Balance	4,557,700	2,344,927	255,032	7,157,659
Ending Fund Balance	\$ 5,601,841	\$ 1,594,715	\$ 205,981	\$ 7,402,537



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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.

2013-2014 Accomplishments

- ◆ Reduced City's unfunded fleet liability status to 0% fleet unfunded.
- ◆ Identified efficiencies in inventory lists resulting in elimination of 47 units.
- ◆ Updated TMC to reflect improved fleet management and funding practices.
- ◆ Insourced some of the costly, heavy apparatus services with the procurement of heavy-duty lifts.
- ◆ Absorbed 107 funded fire equipment into funding program.
- ◆ Reduced low-use vehicles by 14 units.
- ◆ Incorporated new patrol vehicle platform into fleet.
- ◆ Updated Fire technology equipment in apparatus.

2015-2016 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

Public Works - Equipment Rental (Fleet)	2012 Actual	2013 Actual	2014 Estimated	2015 Projection	2016 Projection
Improve fleet service					
Work orders issued (number of service tickets)	1,560	1,676	1,684	1,692	1,700
Preventive Maintenance (PM) Completed	385	359	392	394	396
Gallons of Fuel Consumed	128,612	130,571	138,400	145,320	152,000
Number of Accidents	74	70	77	78	78
Capital					
Number of new patrol vehicles purchased	0	3	3	3	3
Average Age of Fleet	9 years	9.2 years	10 years	10 years	10 years
Inventory					
Number of passenger vehicles	127	152	154	154	154
Number of motorcycles	7	6	6	6	6
Number of pieces of medium/heavy equipment (dump trucks, etc)	63	64	65	65	65
Number of miscellaneous equipment (mowers, etc)	137	123	124	124	124

Revenue and Expense Summary

<i>Equipment Rental & Replacement Fund</i>							
	2012	2013	2014	2015	2016	2014-2015	2015-2016
	Actual	Actual	Budget	Budget	Budget	% Change	% Change
Operating Revenue							
<i>Charges for Services</i>							
ERR O&M Dept Charges	\$ 1,666,423	\$ 1,560,249	\$ 1,390,902	\$ 1,853,707	\$ 1,885,680	33.27%	1.72%
Equipment Replacement Charges	717,452	1,032,088	989,190	1,302,126	1,111,203	31.64%	-14.66%
Transportation	-	-	-	-	-	0.00%	0.00%
<i>Total Charges for Services</i>	2,383,875	2,592,337	2,380,092	3,155,833	2,996,883	32.59%	-5.04%
Intergovernmental Revenue	10,783	-	-	-	-	0.00%	0.00%
<i>Miscellaneous Revenue</i>							
Investment Earnings	47,672	12,882	14,269	14,269	14,269	0.00%	0.00%
Capital Contributions-Other Funds	-	1,257,928	-	-	-	0.00%	0.00%
Other Misc Revenue	252	6,918	150	150	150	0.00%	0.00%
<i>Total Miscellaneous Revenue</i>	47,923	1,277,728	14,419	14,419	14,419	0.00%	0.00%
Sale of Capital Assets	59,790	65,943	442,791	442,791	442,791	0.00%	0.00%
Transfers In - Fund 107	-	1,030,000	-	-	-	0.00%	0.00%
<i>Total Revenue</i>	2,502,372	4,966,008	2,837,302	3,613,043	3,454,093	27.34%	-4.40%
Operating Expenses							
10 Salaries & Wages	368,108	379,198	390,032	388,492	397,996	-0.39%	2.45%
20 Personnel Benefits	141,900	149,163	153,471	163,767	176,209	6.71%	7.60%
30 Supplies	675,002	653,244	684,479	746,979	746,979	9.13%	0.00%
40 Services	166,207	93,734	173,040	237,674	239,190	37.35%	0.64%
Total Operating Expenses	1,351,217	1,275,339	1,401,022	1,536,912	1,560,374	9.70%	1.53%
Capital Expenses							
60 Capital Outlay	241,246	2,044,013	871,681	1,708,000	533,000	95.94%	-68.79%
70 Principal	-	-	-	-	-	0.00%	0.00%
80 Interest	-	-	-	-	-	0.00%	0.00%
Total Capital Expenses	241,246	2,044,013	871,681	1,708,000	533,000	95.94%	-68.79%
Indirect cost allocation	309,667	291,838	298,930	310,431	316,578	3.85%	1.98%
<i>Total Expenses</i>	1,902,130	3,611,190	2,571,633	3,555,343	2,409,952	38.25%	-32.22%
Change in Fund Balance	600,243	1,354,818	265,669	57,700	1,044,141	-78.28%	1709.61%
Beginning Fund Balance	3,532,152	4,132,395	4,096,520	4,500,000	4,557,700	9.85%	1.28%
<i>Ending Fund Balance</i>	\$ 4,132,395	\$ 5,487,213	\$ 4,362,189	\$ 4,557,700	\$ 5,601,841	4.48%	22.91%

Schedule of New and Replacement Purchases in 2015-2016

CURRENT UNIT			UNIT #	PURCHASE YEAR		Estimated Replacement Year	REPLACEMENT UNIT
				2015	2016		
<u>POLICE:</u>							
1	Cargo Van ^(a)	1275	\$ 60,000		2030	Cargo Van, High Roof Extended Area	
2	Detective Sedan	1120	30,000		2025	Detective Sedan	
3	Detective Sedan	1123	30,000		2025	Detective Sedan	
4	Detective Sedan	1141	30,000		2025	Detective Sedan	
5	Detective Sedan	1116		30,000	2026	Detective Sedan	
6	Detective Sedan	1163		30,000	2026	Detective Sedan	
7	Detective, Sniper	3900		63,000	2022	Detective, Sniper	
8	Admin Sedan, ER Admin	1717	54,000		2022	Admin Sedan, ER Admin	
9	Patrol Vehicle	1715	66,000		2020	Patrol Vehicle	
10	Patrol Vehicle	1728	66,000		2020	Patrol Vehicle	
11	Patrol Vehicle	1729	66,000		2020	Patrol Vehicle	
12	Patrol Vehicle	1185		66,000	2021	Patrol Vehicle	
13	Patrol Vehicle	1724		66,000	2021	Patrol Vehicle	
14	Patrol Vehicle, K-9	1722		73,000	2021	Patrol Vehicle, K-9	
<u>SHARED COSTS (25% ST/SE/SW/WA):</u>							
15	Dump Truck, 10 yd.	1380	320,000		2030	Dump Truck, 10 yd.	
16		(new)	95,000		2030	Mini Excavator w/ Trailer ^(d)	
<u>SHARED COSTS (50% SE/WA):</u>							
17	Vactor	1309	600,000		2030	Vactor	
<u>STREET:</u>							
18		1380	25,000		2030	De-icer Spray Tank ^(c)	
<u>SHARED COSTS (50% SE/SW):</u>							
19		2900	22,000		2020	Add Camera to Video Inspection Vehicle ^(b)	
<u>SURFACE WATER:</u>							
20		(new)	38,000		2025	Pickup, 3/4-ton ^(d)	
<u>WATER:</u>							
21	Cargo Van	1228	50,000		2025	Pickup, Service Truck	
<u>PARKS:</u>							
22	Mower, front deck	1680	40,000		2025	Mower, front deck	
23	Mower, front deck	1677		45,000	2031	Mower, front deck	
24	Trailer	1011		20,000	2036	Trailer	

CURRENT UNIT			UNIT #	PURCHASE YEAR		Estimated Replacement Year	REPLACEMENT UNIT
				2015	2016		
<u>GOLF:</u>							
	25	Top Dresser	1474	18,000		2030	Top Dresser
	26	Cart, Utility	1062	10,000		2025	Cart, Utility
	27	Mower, Greens	1649		40,000	2026	Core Harvester
	28	Mower, Reelmaster	6605		85,000	2026	Mower, Reelmaster
<u>PLANNING (DCD):</u>							
	29		(new)	23,000		2030	Code Enf Admin Sedan ^(d)
<u>BUILDING MAINTENANCE:</u>							
	30	Manlift, Genie Lift 23"	1898	25,000		2035	Manlift
<u>EQUIPMENT RENTAL:</u>							
	31	Tool, Portable Heavy Duty Hoist ^(b)	9611	25,000		2040	Tool, Portable Heavy Duty Hoist
Total by YEAR				\$ 1,693,000	\$518,000		
Grand Total					\$ 2,211,000		

^(a) Re-purpose/re-assign low use unit # 1275 to Custodians eliminating purchase budgeted in 2014

^(b) Adds value to existing units

^(c) Purchase De-icer tank instead of new Sander for dual response abilities

^(d) Purchase dependent upon approval

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 Fund</i>							
Position Description	2014 FTE	2015 FTE	2015 Budgeted		2016 FTE	2016 Budgeted	
			Salaries	Benefits		Salaries	Benefits
Maint & Ops Superintendent	1	1	\$ 96,552	\$ 33,689	1	\$ 98,928	\$ 36,274
Fleet Technician	4	4	275,940	129,128	4	283,068	138,985
Extra Labor			14,000	-		14,000	-
Overtime			2,000	-		2,000	-
Clothing Allowance			-	950		-	950
Department Total	5	5	\$388,492	\$163,767	5	\$397,996	\$176,209

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 2015-2016 biennium.

<i>Equipment Rental & Replacement Fund</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Supplies						
501.01.548.650.31.00	Supplies - Office & Operating	\$ 970	\$ 1,829	\$ 2,979	\$ 2,979	\$ 2,979
501.01.548.650.31.90	Supplies - Central	400	-	-	-	-
501.01.548.650.34.01	Supplies - Repair & Maintenance	166,462	156,948	150,000	200,000	200,000
501.01.548.650.34.02	Supplies - Inventory/Resale Items	48,317	54,123	55,000	55,000	55,000
501.01.548.650.34.03	Supplies - Fuel	454,368	436,643	474,000	485,000	485,000
501.01.548.650.35.00	Small Tools & Minor Equipment - Tools	4,484	3,700	2,500	4,000	4,000
Total Supplies		675,002	653,244	684,479	746,979	746,979
Services						
501.01.548.650.41.00	Prof Svcs - DOT health exams, drug screening, audiology tests	1,652	1,531	1,000	1,750	1,750
501.01.548.650.42.00	Communication - Phone charges, Nextels, and UPS shipping fees	1,294	1,318	2,000	1,000	1,000
501.01.548.650.43.00	Travel - Parking, mileage	144	-	-	-	-
501.01.548.650.44.00	Advertising - Ads	-	373	-	-	-
501.01.548.650.45.00	Rental - Equipment lease	392	861	1,050	1,050	1,050
501.01.548.650.45.94	Rental - Equipment Replacement	12,113	15,528	16,568	27,899	29,045
501.01.548.650.45.95	Rental - Equipment O & M	20,699	21,992	13,511	14,011	14,019
501.01.548.650.46.00	Insurance - Liability and property program assessment allocation to WCIA	10,130	10,828	10,130	62,183	62,545
501.01.548.650.48.00	R&M - Fleet repairs by outside vendors	111,371	34,171	120,781	120,781	120,781
501.01.548.650.49.00	Misc - Reg., trng, memberships, laundry svc, vehicle lic., sub.	8,413	7,132	8,000	9,000	9,000
Total Services		166,207	93,734	173,040	237,674	239,190
Other						
501.01.594.480.64.00	Capital - Machinery & equipment	-	-	15,000	15,000	15,000
501.02.594.480.64.00	Capital - Machinery & equipment	241,246	2,044,013	856,681	1,693,000	518,000
Total Other		241,246	2,044,013	871,681	1,708,000	533,000
Total Supplies, Services and Other		\$ 1,082,455	\$ 2,790,991	\$ 1,729,200	\$ 2,692,653	\$ 1,519,169



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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.

2013 - 2014 Accomplishments

- ◆ Made plan changes consistent with the Affordable Care Act including offering participation in the plan to Councilmembers.
- ◆ Adopted an actuarial based rate setting and reserve funding policy and procedures in response to changes in state law governing self-insured healthcare plans.
- ◆ Made changes in funding level to reduce plan overfunding and achieve balance between annual premium charges and maintenance of reserve levels.

2015-2016 Outcome Goals

- ◆ Continue to respond to, and in comply, with the Patient Protection and Affordable Care Act (PPACA).
- ◆ 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 2018.

2015-2016 Indicators of Success

- ◆ A premium structure that adequately funds the plan and maintains a smooth and predictable premium trajectory is achieved.
- ◆ Plan is structured such that the PPACA excise tax is not assessed.
- ◆ A balance is maintained between Plan benefits and City priorities.

Revenue and Expense Summary

<i>Self Insured Healthcare Plan Fund</i>							
	2012	2013	2014	2015	2016	2014-2015	2015-2016
	Actual	Actual	Budget	Budget	Budget	% Change	% Change
Operating Revenue							
Charges for Services							
Employee Benefit Programs	\$ 748	\$ 711	\$ 1,200	\$ 1,200	\$ 1,200	0.00%	0.00%
Total Charges for Services	748	711	1,200	1,200	1,200	0.00%	0.00%
Miscellaneous Revenue							
Investment Earnings	261,668	(34,954)	96,000	95,565	95,565	-0.45%	0.00%
Employer Trust Contributions	4,329,483	4,375,649	4,483,192	5,015,071	5,416,244	11.86%	8.00%
Employee Contributions	63,766	70,225	78,000	74,093	80,020	-5.01%	8.00%
Other Misc Revenue	-	-	1,000	1,000	1,000	0.00%	0.00%
Total Miscellaneous Revenue	4,654,916	4,410,919	4,658,192	5,185,729	5,592,829	11.32%	7.85%
Total Revenue	4,655,664	4,411,630	4,659,392	5,186,929	5,594,029	11.32%	7.85%
Operating Expenses							
10 Salaries & Wages	-	-	-	-	-	0.00%	0.00%
20 Personnel Benefits	4,713,591	4,628,141	5,252,006	6,165,438	6,166,938	17.39%	0.02%
30 Supplies	-	-	-	-	-	0.00%	0.00%
40 Services	50,863	43,822	45,500	56,600	56,600	24.40%	0.00%
50 Intergov't Services & Taxes	-	-	-	-	-	0.00%	0.00%
Total Operating Expenses	4,764,454	4,671,963	5,297,506	6,222,038	6,223,538	17.45%	0.02%
Indirect cost allocation	80,305	73,709	75,500	119,964	120,703	58.89%	0.62%
Total Expenses	4,844,759	4,745,672	5,373,006	6,342,002	6,344,241	18.03%	0.04%
Change in Fund Balance	(189,094)	(334,042)	(713,614)	(1,155,073)	(750,212)	61.86%	-35.05%
Beginning Fund Balance	4,983,480	4,794,386	4,147,243	3,500,000	2,344,927	-15.61%	-33.00%
Ending Fund Balance	\$ 4,794,386	\$ 4,460,344	\$ 3,433,629	\$ 2,344,927	\$ 1,594,715	-31.71%	-31.99%

Expenditure Detail - Supplies, Services, and Other

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.

<i>Self Insured Health Care Plan Fund</i>						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Employee Benefits						
502.00.517.370.25.00	<i>Benefits</i> - Self insured medical claims	\$ 3,389,662	\$ 2,948,537	\$ 3,300,000	\$ 4,365,218	\$ 4,365,218
502.00.517.370.25.01	<i>Benefits</i> - Dental claims	520,650	561,299	634,329	506,213	506,213
502.00.517.370.25.02	<i>Benefits</i> - Prescription claims	641,466	790,179	680,551	680,551	680,551
502.00.517.370.25.03	<i>Benefits</i> - Vision claims	20,148	24,373	27,040	21,710	21,710
502.00.517.370.25.04	<i>Benefits</i> - Stop loss reimbursements	(273,186)	(77,342)	(75,000)	(75,000)	(75,000)
502.00.517.370.25.05	<i>Benefits</i> - Prescription fees	(589)	-	-	-	-
502.00.517.370.25.06	<i>Benefits</i> - TPD Admin fees	126,644	143,321	166,211	184,061	184,061
502.00.517.370.25.07	<i>Benefits</i> - Excess loss premiums	288,795	237,774	330,625	407,185	407,185
502.00.517.370.25.10	<i>Benefits</i> - IBNR adjustment	-	-	188,250	75,500	77,000
Total Benefits		4,713,591	4,628,141	5,252,006	6,165,438	6,166,938
Services						
502.00.517.370.41.00	<i>Prof Svcs</i> - Broker fees	34,354	28,510	25,000	31,900	31,900
502.00.517.370.49.00	<i>Misc</i> - Other healthcare plan fees	2,855	2,505	2,500	6,700	6,700
502.00.517.900.49.01	<i>Misc</i> - Wellness program	13,654	12,807	18,000	18,000	18,000
Total Services		50,863	43,822	45,500	56,600	56,600
Total Benefits, Services and Other		\$ 4,764,454	\$ 4,671,963	\$ 5,297,506	\$ 6,222,038	\$ 6,223,538



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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.

2013 - 2014 Accomplishments

- ◆ Made plan changes consistent with the Affordable Care Act including offering participation in the plan to Councilmembers.
- ◆ Adopted an actuarial based rate setting and reserve funding policy and procedures in response to changes in state law governing self-insured healthcare plans.
- ◆ Made changes in funding level to reduce plan overfunding and achieve balance between annual premium charges and maintenance of reserve levels.

2015-2016 Outcome Goals

- ◆ Optimize use of Medicare insurance coverage to manage plan costs.
- ◆ Continue to analyze and revise funding structure to achieve a smooth and predictable premium trend.

2015-2016 Indicators of Success

- ◆ A smooth funding trend is achieved.
- ◆ Reserves levels are maintained.
- ◆ Costs are managed and stabilized.

Revenue and Expense Summary

<i>LEOFF I Retiree Self-Insured Healthcare Plan Fund</i>							
	2012	2013	2014	2015	2016	2014-2015	2015-2016
	Actual	Actual	Budget	Budget	Budget	% Change	% Change
Operating Revenue							
<i>Miscellaneous Revenue</i>							
Investment Earnings	\$ 3,565	\$ 2,707	\$ 3,340	\$ 3,340	\$ 3,340	0.00%	0.00%
Trust Contributions - Employer	467,007	-	-	700,511	565,000	0.00%	-19.34%
<i>Total Miscellaneous Revenue</i>	470,572	2,707	3,340	703,851	568,340	20973.38%	-19.25%
<i>Total Revenue</i>	470,572	2,707	3,340	703,851	568,340	20973.38%	-19.25%
Operating Expenses							
20 Personnel Benefits	380,867	802,848	523,672	931,649	600,000	77.91%	-35.60%
30 Supplies	-	-	-	-	-	0.00%	0.00%
40 Services	2,540	4,890	19,500	5,983	5,983	-69.32%	0.00%
Total Operating Expenses	383,407	807,738	543,172	937,632	605,983	72.62%	-35.37%
Indirect cost allocation	4,619	9,619	9,906	11,186	11,408	12.92%	1.99%
<i>Total Expenses</i>	388,026	817,357	553,078	948,819	617,391	71.55%	-34.93%
Change in Fund Balance	82,546	(814,650)	(549,738)	(244,968)	(49,051)	-55.44%	-79.98%
Beginning Fund Balance	1,628,987	1,711,532	1,094,849	500,000	255,032	-54.33%	-48.99%
<i>Ending Fund Balance</i>	\$ 1,711,533	\$ 896,882	\$ 545,111	\$ 255,032	\$ 205,981	-53.21%	-19.23%

Expenditure Detail – Supplies, Services, and Other

Employee benefits costs include medical, vision, and dental claims for LEOFF I members. Services includes broker fees and other healthcare plan fees.

LEOFF I Retiree Self-Insured Healthcare Plan Fund						
Account Number	Purpose	2012 Actual	2013 Actual	2014 Budget	2015 Budget	2016 Budget
Employee Benefits						
503.00.517.370.25.00	<i>Benefits - Self-insured medical & dental</i>	\$ 184,147	\$ 632,790	\$ 272,102	\$ 608,093	\$ 264,183
503.00.517.370.25.01	<i>Benefits - Dental claims</i>	34,687	34,312	36,799	33,874	33,874
503.00.517.370.25.02	<i>Benefits - Prescription claims</i>	111,944	142,159	133,803	147,183	147,183
503.00.517.370.25.03	<i>Benefits - Vision claims</i>	11,535	7,628	10,816	6,499	6,499
503.00.517.370.25.04	<i>Benefits - Stop loss reimbursements</i>	-	(52,717)	-	-	-
503.00.517.370.25.05	<i>Benefits - Prescription fees</i>	(133)	-	-	-	-
503.00.517.370.25.06	<i>Benefits - TPA admin fees</i>	15,728	16,272	30,853	18,196	18,196
503.00.517.370.25.07	<i>Benefits - Excess loss premiums</i>	14,424	13,868	16,639	22,819	25,101
503.00.517.370.25.08	<i>Benefits - Long term care</i>	8,535	8,535	9,410	22,785	25,064
503.00.517.370.25.10	<i>Benefits - IBNR adjustment</i>	-	-	13,250	24,200	27,100
503.00.517.370.25.20	<i>Benefits - Medical,dental,life,optical</i>	-	-	-	18,000	19,800
503.00.517.370.25.21	<i>Benefits - Medical,dental,life,optical</i>	-	-	-	30,000	33,000
Total Benefits		380,867	802,848	523,672	931,649	600,000
Services						
503.00.517.370.41.00	<i>Prof Svcs - Broker fees</i>	1,870	4,390	19,500	5,183	5,183
503.00.517.370.49.00	<i>Misc - Plan document fees</i>	670	500	-	800	800
Total Services		2,540	4,890	19,500	5,983	5,983
Total Benefits, Services and Other		\$ 383,407	\$ 807,738	\$ 543,172	\$ 937,632	\$ 605,983



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DEPARTMENT: N/A**FUND:** Firemen's Pension**RESPONSIBLE MANAGER:** Peggy McCarthy**DIVISION:** N/A**FUND NUMBER:** 611**POSITION:** Director**Description**

This fund essentially exists to support eleven (11) firefighters who qualify for a City pension system prior to 1971.

<i>Firemen's Pension Fund 611 - Revenue and Expenditures</i>							
	2012	2013	2014	2015	2016	2014-2015	2015-2016
	Actual	Actual	Budget	Budget	Budget	% Change	% Change
Operating Revenue							
Fire Insurance Premium Tax	\$ 52,249	\$ 56,962	\$ 56,650	\$ 56,650	\$ 56,650	0.00%	0.00%
Interest	2,770	2,421	2,000	2,000	2,000	0.00%	0.00%
<i>Total Revenue</i>	55,019	59,383	58,650	58,650	58,650	0.00%	0.00%
Operating Expenses							
20 Personnel Benefits	59,788	58,277	107,727	107,727	107,727	0.00%	0.00%
40 Services	1,650	7,775	25,000	25,000	25,000	0.00%	0.00%
<i>Total Expenses</i>	61,438	66,052	132,727	132,727	132,727	0.00%	0.00%
Change in Fund Balance	(6,419)	(6,669)	(74,077)	(74,077)	(74,077)	0.00%	0.00%
Beginning Fund Balance	1,422,057	1,415,638	1,407,750	1,500,000	1,425,923	6.55%	-4.94%
<i>Ending Fund Balance</i>	\$1,415,638	\$1,408,970	\$1,333,673	\$1,425,923	\$1,351,846	6.92%	-5.20%



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**City of Tukwila
Washington**

2015 - 2020

**Financial Planning Model
And
Capital Improvement Program**



City of Tukwila

6200 Southcenter Boulevard • Tukwila, Washington • 98188
Tel 206-433-1800 • www.tukwilawa.gov

Jim Haggerton, Mayor

January 5, 2015

Dear Tukwila City Councilmembers and Community,

The Six-Year Financial Planning Model and Capital Improvement Program (CIP) is the roadmap for future investments in our City. Supporting the biennial budget, this document sets forth a six-year plan that allows us to thoughtfully project revenues and expenditures over time and therefore plan for the funding of long-term city priorities.

A brief overview of this detailed document follows this letter to provide additional information and context. In summary, we will meet our operational, maintenance and base capital needs over the six-year period of 2015-2020, while maintaining our contingency reserve. This budget forecasts a strong fiscal foundation for the future.

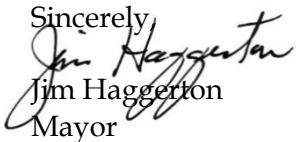
Like this year's biennial budget, the CIP adheres to the priorities identified and agreed to by the Council and Administration earlier this year. Some of the highlights in this program that support our budget priorities include:

- Enhancing community livability by funding residential street improvements on 42nd and 53rd Aves S, which include repaving, gutters, sidewalks and utilities undergrounding.
- Leveraging State funding to finish the Cascade View and Thorndyke Safe Routes to School program, which ensures sidewalks and safe passage on high-volume routes for our youngest pedestrians on their way to school.
- Construction of the pedestrian bridge over the Green River to connect commuter rail to the Southcenter District, which also leverages significant grant funding for the project.
- Phase II of work on S. 144th from TIB to 42nd which will include construction of curb, gutter, sidewalk, bike lanes, pavement restoration, lighting, drainage and utility work.
- Funding Phase II of the Duwamish Hill Preserve to preserve an additional 8.6 acres of open space within the city.
- Critical upgrades and replacement to the city's sewer system, such as rehabilitation of the central business district sewers and repairs to Lift Station #2.
- Investments in our water system, including a new water main at Andover Park West and Strander Boulevard and upgrades to mains under Macadam Road.
- Surface Water enhancements that include not only infrastructure investments, but additional resources to allow better environmental and habitat protection.

The Financial Planning Model and CIP contain many more details and programs than the five highlighted above, and the following pages are critical to understanding the long-term future of the City's fiscal health. We must all remain focused on the internal and external forces that affect this future and continue to work diligently to maintain our strong economic position in the coming years.

I am confident that this document puts us on a good road toward that goal, and that the Council and Administration will continue to work in partnership in this effort.

Sincerely,


Jim Haggerton
Mayor

Financial Planning Model & Capital Improvement Program Overview

FINANCIAL PLANNING MODEL

The Financial Planning Model is comprised of three attachments:

Attachment A: Total Revenues and Expenditures

This attachment summarizes the general government revenues, operations and maintenance, and debt and capital expenditures.

Attachment B: General Fund Operations & Maintenance Expenditures

This attachment provides a greater level of detail for the anticipated operations and maintenance.

Attachment C: General Government Project Costs

This attachment provides a greater level of detail for the anticipated capital expenditures.

GENERAL REVENUES

The local economy is experiencing a slow but progressively improving recovery in the aftermath of the Great Recession. Inflation remains low, employment is up, the real estate market is improving, and construction activity is beginning to increase. In the City, several property development projects are planned, including the Tukwila Village and the Tukwila Redevelopment projects. Assessed property values are rising and consumer spending has improved.

Sales Taxes

Sales tax is the City's largest revenue source. Through the month of June 2014, sales tax collections are running 2% below 2013 actuals mainly due to construction activity but is ahead of budget. Sales tax from construction has decreased 43% with sales tax from other industries increasing 2%. The City expects to receive over \$1.1 million in sales tax mitigation from the Department of Revenue. We are conservatively projecting annual increases of 3% for 2015 through 2020.

Property Taxes

The 1% property tax limitation is still the most revenue restrictive element of the general revenue base. Accordingly, other revenue categories must make up the difference in order to achieve the overall 2% revenue growth target. Combined with new construction as the foundation for annual growth, we are anticipating a growth rate of 2.5% for 2015 through 2020.

Utility Taxes

The utility tax rate is 6% for external (non-City run) utilities. The City enacted a solid waste utility tax in 2009 in an effort to address revenue shortfalls in certain areas and unexpected costs in other areas. Utility taxes have remained level over the past 3 years and are projected to decrease 3.1% for 2015 and increase 2% in 2016 and 2017 then increase 2.5% in 2018 and 3.0% in 2018 and 2019. The City also enacted a utility tax on the City operated utility funds (water, sewer and surface water utilities).

Other Revenues

The City enacted a revenue generating regulatory license (RGRL) fee in 2010. Revenue from this license fee is expected to exceed \$1.8 million per year. The remaining General Fund revenues are gambling taxes, permit fees, court fees, charges for services, and recreation program fees, which are projected to show modest but steady increases through 2020. The increase in construction related fees are expected to continue as improvements in the local economy occur and property development projects are undertaken.

UTILITY REVENUES**Water**

Cascade Water Alliance (CWA) has increased the cost of purchased water and administrative dues for 2015 and 2016 by 2.75%. We are proposing 5% rate increases in 2015 through 2020 to incorporate CWA's increases and the cost of the City's infrastructure. These rate increases are necessary to keep the fund stable and incorporate CWA's rate increases in the future.

Sewer

King County Sewer Metro will have a 5.6% rate increase in 2015 as they normally do rate increases every other year. To maintain the City's current level of service for sewer, a 10% rate increase has been factored into the six-year Sewer Plan for 2015 and 5% increases in 2016 through 2020.

Surface Water

The Six-Year Planning Model requires rate increases to compensate for rising costs. We have proposed rate increases of 20% in 2015, 15% in 2016, and 10% in 2017 through 2020. National Pollutant Discharge Elimination System (NPDES) permit requirements have significant costs for the Surface Water fund and we are proposing 3 new full-time employees for 2015; a Maintenance & Operations Specialist, a NPDES Inspector and a Habitat Project Manager. The City's surface water fees remain significantly lower than neighboring jurisdictions.

CAPITAL EFFORTS - GENERAL

Below are the significant new elements of the 2015-2020 Capital Improvement Program.

Residential

- Residential street improvements for Cascade View and Thorndyke Safe Routes to Schools should be completed in 2015. 42nd Avenue South – Phase III is under design and scheduled for construction in 2015 and 2016.
- 53rd Ave S residential street improvements are scheduled for 2015 through 2017, dependent on Federal and State Transportation Improvement Board grant funding.
- Also included is funding for Small Roadways that includes installing barriers at the critical areas along the Green River at 42nd Ave S in the Allentown neighborhood.
- Residential Improvements also continue with funding in 2018 through 2020.

Bridges

Boeing Access Road Bridge (BAR) Rehabilitation began design in 2014 and a City Bond will be issued for the City's required 20% match. The Tukwila Urban Center Pedestrian Bridge design and right-of-way is continuing with construction beginning in 2015. We have been awarded a Regional Mobility grant of \$6.8 million for the TUC Pedestrian Bridge. Park Impact fees are to fund part of the City's 20% match and City funds will cover the difference.

Arterial Streets

- Construction is underway the Tukwila Urban Center Transit Center and Andover Park West street and water improvements with completion in 2015.
- Interurban Avenue South's construction is also underway with completion scheduled for late 2015. The Public Works Trust Fund loan was diverted in 2013, so the City will be issuing a City Bond for \$3.1 million.
- South 144th St Phase II from Tukwila International Blvd to 42nd Ave S is currently under design with construction in 2015. Most costs will be covered by a State Transportation Improvement Board grant and Tukwila Village mitigation.

Parks & Recreation

Funding for Duwamish River Hill Preserve, Duwamish Gardens, Fort Dent Park and Tukwila Greenbelt Trails are all included in 2015 and 2016. A new project has been added for the King County's Lake to Sound Trail as City permits will be paid by Tukwila.

Facilities

Tukwila Village development agreement was approved in December 2012 along with King County Library. Tukwila Village construction is anticipated to start in 2014 with the final phase in 2016. The Urban Renewal project has been renamed the TIB (Tukwila International Blvd) Redevelopment Project and covers the purchase of properties along Tukwila International Boulevard.

Water

Water improvements include completing the Andover Park W water line replacement project in conjunction with the Tukwila Urban Center Transit Center, Andover Park W improvements from Strander Blvd to Baker Blvd, 58th Ave S Water Main Replacement, Macadam Rd S Water Upgrades, and beginning design of 53rd Ave S.

Sewer

Sewer improvements include the continuing construction of the Commercial Business District's Sanitary Sewer Rehabilitation Project, Sewer Lift Station No. 2 Upgrades, and the Sewer Repair West of Strander Blvd Bridge. New projects include Andover Park E Sewer Replacement and 53rd Ave S.

Surface Water

Projects include the ongoing Annual Small Drainage Program, Storm Water Quality Retrofit Program, and NPDES Phase II permit activities. Construction is underway for the East Marginal Way South Storm Pipe Replacement Project with completion in 2015. A new project has been added for Chinook Wind, which is grant dependent. Tukwila 205 Levee Certification began in 2014 and the study will determine if more projects will be needed.

CITY OF TUKWILA
ATTACHMENT A - REVENUES AND EXPENDITURES GOVERNMENTAL FUNDS
2015-2020 Analysis in 000's

REVENUES		ACTUAL		ADOPTED	PROPOSED		PROJECTIONS				TOTAL
		2012	2013	BUDGET	BUDGET		2017	2018	2019	2020	2015-2020
General Revenues											
1	Sales and Use Taxes	\$ 15,674	\$ 16,521	\$ 15,680	\$ 17,034	\$ 17,631	\$ 18,160	\$ 18,705	\$ 19,266	\$ 19,844	\$ 110,642
2	Property Taxes	13,830	13,757	14,322	14,329	14,759	15,128	15,506	15,894	16,291	91,908
3	Utility Taxes	4,001	3,880	4,155	4,025	4,105	4,187	4,292	4,421	4,553	25,583
4	Interfund Utility Tax	1,535	1,687	1,586	1,856	1,981	2,080	2,184	2,293	2,408	12,802
5	Gambling and Other Taxes	3,045	3,047	2,819	3,238	3,317	3,416	3,519	3,624	3,733	20,847
6	RGRL	1,756	1,725	1,768	1,821	1,875	1,922	1,970	2,019	2,070	11,677
7	Licenses & Permits	1,605	2,014	1,946	2,105	2,166	2,232	2,301	2,374	2,449	13,626
8	SCL Agreement	2,147	2,084	2,250	2,212	2,267	2,335	2,405	2,477	2,552	14,249
9	Intergovernmental	2,663	2,620	2,379	2,503	2,585	2,614	2,643	2,673	2,704	15,721
10	Charges for Services	2,442	2,785	3,064	2,955	2,991	3,081	3,173	3,269	3,367	18,836
11	Indirect Cost Allocation	1,872	2,036	2,085	2,255	2,233	2,289	2,358	2,429	2,502	14,066
12	One-Time Revenue	-	9,500	4,355	2,400	3,675					6,075
13	Sub-Total	50,569	61,655	56,408	56,732	59,586	57,445	59,056	60,739	62,472	356,031
14	Dedicated Revenues	1,332	955	797	967	980	1,010	1,040	1,067	1,099	6,162
15	TOTAL REVENUES	51,901	62,609	57,204	57,699	60,566	58,455	60,096	61,806	63,571	362,193
EXPENDITURES											
16	Operating & Maintenance (see Attachment B)	44,636	47,321	49,119	51,569	52,609	53,924	55,272	56,654	58,071	328,100
17	Debt Service	3,075	6,023	3,026	2,760	3,303	3,507	3,499	3,493	2,669	19,231
18	Reserve Fund	-	4,225	2,200	-	-		41	161	168	370
19	Operating Transfers	982	1,734	675	300	300	308	315	323	331	1,877
20	Adm/Engineering	641	602	419	545	567	581	596	610	626	3,525
21	Subtotal Available	2,566	2,704	1,765	2,525	3,787	135	373	564	1,706	9,091
Capital Projects											
22	Residential Street	108	115	660	1,614	141	413	750	750	750	4,418
23	Arterial Street	7,475	1,062	3,318	2,022	3,411	2,118	2,883	2,263	2,273	14,970
24	Land & Park Acquisition	696	47	647	983	182	172	166	321	162	1,986
Governmental											
25	Facilities	23	104	10	(70)	90	-	-	-	-	20
26	General Government	812	280	200	200	200	200	200	200	200	1,200
27	Fire Improvements	(34)	(89)	(45)	(50)	(50)	(550)	(350)	(350)	(350)	(1,700)
28	Sub-Total Capital	9,113	1,608	4,835	4,749	4,024	2,903	3,999	3,534	3,385	22,594
30	Change in Fund Balance	(6,547)	1,096	(3,070)	(2,224)	(237)	(2,768)	(3,626)	(2,970)	(1,679)	(13,503)
31	Beginning Fund Balance	21,125	14,578	14,715	14,905	12,681	12,444	9,676	6,050	3,080	14,905
32	Ending Fund Balance	\$ 14,578	\$ 15,674	\$ 11,646	\$ 12,681	\$ 12,444	\$ 9,676	\$ 6,050	\$ 3,080	\$ 1,402	\$ 1,402
33	Reserve Fund Balance	\$ 1,460	\$ 5,763	\$ 5,279	\$ 5,702	\$ 5,704	\$ 5,704	\$ 5,745	\$ 5,906	\$ 6,074	\$ 6,074
34	TOTAL FUND BALANCE	\$ 16,038	\$ 21,437	\$ 16,924	\$ 18,383	\$ 18,148	\$ 15,380	\$ 11,795	\$ 8,986	\$ 7,476	\$ 7,476

General fund reserve policy met?

YES

YES

NO

Contingency reserve policy met?

YES

YES

YES

★ For information only. Fire Improvement amounts are not included in the totals.

Sales and Use Taxes - includes retail sales and use tax, natural gas use tax and criminal justice sales tax

Gambling and other taxes - includes gambling tax, admission tax and leasehold excise tax

Licenses & permits - includes business licenses, residential rental licenses, building and other permits

Intergovernmental - includes streamlined sales tax mitigation, grants, state shared revenues and entitlements

Dedicated Revenues (Capital) - includes REET, parking tax, motor vehicle tax, investment income earned in the capital funds

Village land sale and \$200K surplus property sale; 2016 \$2.07M Tukwila Village land sale and \$1.6M sale of utility storage land.

CITY OF TUKWILA
ATTACHMENT B - GENERAL FUND OPERATING EXPENDITURES
2015-2020 Analysis in 000's

GENERAL FUND - Operating Expenditures	ACTUAL		ADOPTED BUDGET	PROPOSED BUDGET		PROJECTIONS				Totals 2015 - 2020
	2012	2013	2014	2015	2016	2017	2018	2019	2020	
City Council	\$ 251	\$ 280	\$ 336	\$ 339	\$ 350	\$ 359	\$ 368	\$ 377	\$ 386	\$ 2,179
Mayor, Boards	2,486	2,736	3,059	3,908	3,896	3,993	4,093	4,195	4,300	24,386
Human Resources	515	602	694	656	674	691	708	726	744	4,201
Finance	2,084	2,255	2,294	2,477	2,555	2,619	2,684	2,751	2,820	15,907
City Attorney	595	679	662	778	778	798	818	838	859	4,870
Parks and Recreation	3,346	3,608	3,807	4,058	4,194	4,299	4,407	4,517	4,630	26,104
Community Development	2,861	3,182	3,109	3,062	3,116	3,194	3,274	3,356	3,440	19,443
Municipal Court	1,018	1,093	1,097	1,128	1,164	1,193	1,223	1,253	1,284	7,245
Police	14,020	14,725	15,587	16,351	16,780	17,199	17,629	18,070	18,522	104,552
Fire	10,476	10,709	10,522	10,957	11,019	11,295	11,577	11,867	12,163	68,879
Information Technology	1,106	1,245	1,363	1,162	1,192	1,222	1,252	1,283	1,315	7,426
Public Works/Streets	5,878	6,207	6,589	6,693	6,890	7,062	7,239	7,420	7,605	42,909
Total Operating Expenditures	\$ 44,636	\$ 47,321	\$ 49,119	\$ 51,569	\$ 52,609	\$ 53,924	\$ 55,272	\$ 56,654	\$ 58,071	\$ 328,100

BY TYPE	2012	2013	2014	2015	2016	2017	2018	2019	2020	Totals
Salaries & Wages	\$ 25,356	\$ 26,578	\$ 27,412	\$ 27,371	\$ 28,017	\$ 28,717	\$ 29,435	\$ 30,171	\$ 30,925	\$ 174,637
Personnel Benefits	7,827	7,866	8,195	9,509	9,998	10,248	10,504	10,767	11,036	62,062
Supplies	1,096	1,324	1,320	1,414	1,277	1,309	1,341	1,375	1,409	8,125
Other Services & Charges	8,161	9,239	9,744	10,817	10,733	11,001	11,276	11,558	11,847	67,232
Intergovt. Services & Taxes	1,924	2,064	2,233	2,448	2,575	2,639	2,705	2,773	2,842	15,981
Capital Outlays	274	271	215	10	10	10	11	11	11	63
Total Operating Expenditures	\$ 44,636	\$ 47,321	\$ 49,119	\$ 51,569	\$ 52,609	\$ 53,924	\$ 55,272	\$ 56,654	\$ 58,071	\$ 328,100

Projection Factors:

	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Salaries & Wages	2.5%	2.5%	2.5%	2.5%
Personnel Benefits	2.5%	2.5%	2.5%	2.5%
Supplies	2.5%	2.5%	2.5%	2.5%
Professional services & other charges	2.5%	2.5%	2.5%	2.5%
Intergovt. Services & Taxes	2.5%	2.5%	2.5%	2.5%
Capital Outlays	2.5%	2.5%	2.5%	2.5%

ATTACHMENT A-1

NOTES TO ATTACHMENT A
REVENUES, EXPENDITURES AND FUND BALANCE**GENERAL**

Purpose

The purpose of the Financial Planning Model is to:

1. Assess the financial health of the City over a 6-year period.
2. Demonstrate the impact of policy decisions on the City's finances.
3. Assist in the productive use of financial resources.
4. Demonstrate compliance with the Reserve Policy.
5. Determine the impact of changing economic conditions and assumptions on the plan and the City's financial stability.

Structure

The General Fund receives most the City's unrestricted revenues. Prior to 2011, retail sales tax was allocated to other funds as a means of funding their expenditures and projects. To aid forecasting and financial management, this practice was changed so unrestricted revenues are received directly by the General Fund. These revenues are categorized into accounts and reporting groups according to rules established by the Washington State Auditor's Office and communicated through the Budget and Reporting System (BARS). Attachment A of the Financial Planning Model reflects the revenues and expenditures of the General Fund and selected other governmental funds. It is divided into the following sections:

- General revenues
- Dedicated revenues
- Operating and maintenance expenditures
- Transfers for operations, Reserve funding and debt service
- Admin/Engineering overhead
- Capital Projects
- Change in fund balance, Ending fund balance
- Reserve fund ending balance

General revenues are revenues recorded into the General Fund. They support operations and are considered part of ordinary governmental activities and include revenues such as property tax, sales tax and utility taxes. Special, one-time revenue sources include the sale of real property, land and buildings, and reimbursement of the City's portion of the Tukwila Access Project costs through Local Improvement District (LID) bond proceeds.

Dedicated revenues are those taxes restricted as to use through legislation. They are recorded into various capital funds based on the nature of the restriction and include revenues such as real estate excise tax (REET).

The 2015-2020 revenue projection factors are shown below.

REVENUES Percentage Changes	Actual	Adopted	Proposed		PROJECTIONS			
	2013	Bdgt 2014	2015	2016	2017	2018	2019	2020
<u>General Revenues</u>								
Sales and Use Taxes	5.4%	-5.1%	8.6%	3.5%	3.0%	3.0%	3.0%	3.0%
Retail sales and use tax	5.6%	-5.5%	9.0%	3.6%	3.0%	3.0%	3.0%	3.0%
Natural gas use tax	-12.0%	41.6%	-17.5%	0.0%	3.0%	3.0%	3.0%	3.0%
Criminal justice	7.3%	-11.3%	13.2%	2.0%	3.0%	3.0%	3.0%	3.0%
Property Taxes	-0.5%	4.1%	0.1%	3.0%	2.5%	2.5%	2.5%	2.5%
Utility Taxes	-3.0%	7.1%	-3.1%	2.0%	2.0%	2.5%	3.0%	3.0%
Electric	-2.3%	-3.5%	6.1%	2.0%	2.0%	2.5%	3.0%	3.0%
Gas	-5.4%	32.1%	-16.9%	2.0%	2.0%	2.5%	3.0%	3.0%
Sold waste	4.1%	-3.6%	8.6%	2.0%	2.0%	2.5%	3.0%	3.0%
Cable	1.8%	-0.8%	4.3%	2.0%	2.0%	2.5%	3.0%	3.0%
Telephone	-5.7%	13.9%	-10.0%	2.0%	2.0%	2.5%	3.0%	3.0%
Interfund Utility Tax	9.9%	-6.0%	17.1%	6.7%	5.0%	5.0%	5.0%	5.0%
Water	8.4%	-1.5%	4.6%	4.6%	5.0%	5.0%	5.0%	5.0%
Sewer	13.9%	-17.4%	26.2%	2.9%	5.0%	5.0%	5.0%	5.0%
Surface water	5.2%	9.1%	20.3%	15.0%	5.0%	5.0%	5.0%	5.0%
Gambling and Other Taxes	0.1%	-7.5%	14.9%	2.4%	3.0%	3.0%	3.0%	3.0%
Gambling	-1.5%	-6.3%	14.9%	2.5%	3.0%	3.0%	3.0%	3.0%
Admissions	17.4%	-11.3%	14.4%	2.3%	3.0%	3.0%	3.0%	3.0%
Leasehold	-28.2%	-6.9%	16.9%	0.0%	3.0%	3.0%	3.0%	3.0%
RGRL	-1.8%	2.5%	3.0%	3.0%	2.5%	2.5%	2.5%	2.5%
Licenses & Permits	25.5%	-3.4%	8.2%	2.9%	3.1%	3.1%	3.2%	3.2%
Licenses	15.3%	-5.1%	7.6%	2.4%	2.7%	2.7%	3.0%	3.0%
Business Licenses	0.3%	-0.1%	3.0%	2.9%	2.5%	2.5%	3.0%	3.0%
Franchise fees,	47.9%	-12.1%	15.9%	2.0%	3.0%	3.0%	3.0%	3.0%
Residential rental license	6.5%	-6.8%	0.0%	0.0%	3.0%	3.0%	3.0%	3.0%
Permits	32.8%	-2.2%	8.5%	3.1%	3.3%	3.3%	3.3%	3.3%
SCL Agreement	-2.9%	8.0%	-1.7%	2.5%	3.0%	3.0%	3.0%	3.0%
Seattle City Light agreement	-2.9%	8.0%	-1.7%	2.5%	3.0%	3.0%	3.0%	3.0%
Intergovernmental	-1.6%	-9.2%	5.2%	3.3%	1.1%	1.1%	1.1%	1.1%
Streamlined sales tax mitigation	-0.4%	6.9%	-5.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Grants, State Shared Revenue	-2.5%	-21.3%	15.6%	6.0%	2.0%	2.0%	2.0%	2.0%
Charges for Services	14.0%	10.0%	-3.6%	1.2%	3.0%	3.0%	3.0%	3.0%
Indirect Cost Allocation	8.8%	2.4%	8.2%	-1.0%	2.5%	3.0%	3.0%	3.0%
Dedicated Revenues	-28.3%	-16.6%	21.4%	1.4%	3.0%	3.0%	2.6%	3.0%
REET	-48.1%	-33.1%	53.8%	1.0%	3.0%	3.0%	3.0%	3.0%
Parking tax	4.5%	-3.1%	4.6%	2.0%	3.0%	3.0%	3.0%	3.0%
Motor Vehicle tax	1.9%	-4.9%	5.3%	1.5%	3.0%	3.0%	3.0%	3.0%
Investment income	10.2%	-39.0%	40.5%	0.0%	3.0%	3.0%	-29.3%	3.0%
TOTAL REVENUES	20.6%	-8.6%	0.9%	5.0%	-3.5%	2.8%	2.8%	2.9%

Operating and maintenance expenditures constitute General Fund expenditures, excluding transfers to funds included in the Financial Planning Model. Expenditures by department are shown on Attachment B and summarized on Attachment A.

Operating transfers are transfers from the General Fund to funds not included in the Financial Planning Model for operating purposes such as debt service, set asides for major purchases and other purposes.

Admin/Engineering Overhead costs represent payroll and other costs charged to the capital project funds but not allocated to a specific capital project and therefore not included in the Capital Project costs or on Attachment C.

The Capital Project section provides an estimate of the City's share of the capital project costs for each capital fund over the 6 year plan period.

The Change in Fund balance represents the amount revenues exceed or are less than expenditures for each year shown. The change in fund balance is added, when revenues exceed expenditures, or subtracted, when expenditures exceed revenues, from the beginning fund balance to arrive at the ending fund balance.

The City's Reserve policy states that the Reserve Fund balance shall reach a minimum balance equal to or exceeding 10% of the previous year operating revenues no later than the end of 2014.

2015 – 2020 Plan Highlights

In developing Attachment A, assumptions have been made on future economic conditions and other factors influencing revenue growth. The projections assume an improving local economy. In King County, inflation has remained low, unemployment rates have dropped, the residential housing market has rallied, and construction activity has increased.

GENERAL REVENUES**Sales Tax**

This revenue category includes retail sales tax, criminal justice sales tax and natural gas use tax. Retail sales tax has historically comprised 94% to 96% of this revenue category.

Property Taxes

Property tax revenue is limited to a 1% annual increase plus taxes generated by new construction and annexations.

Utility Taxes

A utility tax was approved beginning in 2003 at an initial rate of 4%, increased to 5%, and to 6% in 2007. The tax applies to electric, natural gas, and communications sales. In 2009, Council adopted a 6% utility tax on solid waste collection in the City.

Interfund Utility Taxes

A 15% utility tax on revenue from City owned utilities was established in 2009 to provide funds for flood mitigation measures when the structural integrity of the Howard Hanson Dam was impaired. On May 1, 2010, the tax was reduced to 10%. In 2014, the tax was extended through 2021. It is included in the Attachment A through 2018.

Gambling Taxes

The gambling tax revenue category comprises gambling, admission, and leasehold taxes. Historically, gambling taxes have constituted 91% to 96% of the category.

Revenue Generating Regulatory License (RGRL)

The RGRL was established as part of the City's 2010 plan to stabilize finances due to revenue loss resulting from unfavorable economic conditions and other factors. It is assessed on businesses based on the number of full time equivalent employees in Tukwila.

Licenses and Permits

This revenue category includes business licenses, residential rental licenses and permits related to construction, e.g. building, electrical, mechanical, and plumbing permits; and special fire permits.

Seattle City Light (SCL) Agreement

The City entered into a contract agreement with SCL in 2003 with a 4\$ contract payment. The rate was increased to 5% in 2006 and to 6% in 2007. The rate currently remains at 6%.

Intergovernmental Revenue

Sales tax mitigation is paid to the City by the State. To offset a revenue shortfall, the State reduced the sales tax mitigation payments for the 2011-2013 biennium by 3.4% annually. The 3.4% reduction is reflected in the City's 2013 actual revenues. The reduction has been eliminated by the State and is not reflected in the biennial budget or projections. Whether future mitigation payments will be received is contingent on decisions by the State legislature and their funding strategy for a state-wide budgetary shortfall.

Intergovernmental revenue includes State shared liquor taxes and profits, operating grants and the emergency services (EMS) allocation and other revenue from other governments. As government grants and program revenues have been on the decline, the projected growth is modest. The year over year comparisons reflect reductions due to the expiration of two ARRA grants, including the COPs grant in 2014.

Charges for Services

This revenue category includes Court related fees such as adult probation and record check fees; fees generated by the Community Development department for plan check and structural reviews; fire inspection and re-inspection fees and recreation fees for youth, senior and other programs

Indirect Cost Allocations

The allocation reflects the General Fund support for Tukwila's Hotel/Motel Tax Fund, the Internal Service Funds, and the Enterprise Funds. The fees are expected to increase at the same rate as operating and maintenance costs.

One-time Revenues

One-time revenues include real property sales for Tukwila Village and other parcels and cost reimbursement through Local Improvement District (LID)

DEDICATED REVENUES

These revenues are recorded directly into the project funds they support and help pay for project costs, but are not tied to a specific project.

COMPONENTS OF REVENUE LINE ITEMS FOLLOWS.

CITY OF TUKWILA
ATTACHMENT A - REVENUES AND EXPENDITURES GOVERNMENTAL FUNDS
2015-2020 Analysis in 000's

REVENUES	ACTUAL		ADOPTED BUDGET	PROPOSED BUDGET		PROJECTIONS				TOTAL 2015-2020
	2012	2013		2014	2015	2016	2017	2018	2019	
General Revenues										
Sales and Use Taxes	\$ 15,674	\$ 16,521	\$ 15,680	\$ 17,034	\$ 17,631	\$ 18,160	\$ 18,705	\$ 19,266	\$ 19,844	\$ 110,642
Retail sales and use tax	15,042	15,888	15,010	16,365	16,954	17,462	17,986	18,526	19,082	106,375
Natural gas use tax	232	204	290	239	239	246	254	261	269	1,508
Criminal justice	399	428	380	430	439	452	465	479	494	2,759
Property Taxes	13,830	13,757	14,322	14,329	14,759	15,128	15,506	15,894	16,291	91,908
Utility Taxes	4,001	3,880	4,155	4,025	4,105	4,187	4,292	4,421	4,553	25,583
Electric	1,555	1,519	1,466	1,556	1,587	1,619	1,659	1,709	1,760	9,891
Gas	568	537	710	590	601	613	629	648	667	3,747
Sold waste	348	362	349	379	387	394	404	416	429	2,409
Cable	228	232	230	240	245	250	256	264	272	1,526
Telephone	1,303	1,230	1,400	1,260	1,285	1,311	1,344	1,384	1,426	8,009
Interfund Utility Tax	1,535	1,687	1,586	1,856	1,981	2,080	2,184	2,293	2,408	12,802
Water	518	562	553	579	605	635	667	700	735	3,921
Sewer	647	737	609	768	790	830	871	915	961	5,136
Surface water	369	388	423	509	586	615	646	678	712	3,746
Gambling, Other Taxes	3,045	3,047	2,819	3,238	3,317	3,416	3,519	3,624	3,733	20,847
Gambling	2,329	2,293	2,148	2,469	2,532	2,608	2,686	2,766	2,849	15,910
Admissions	587	690	612	700	716	737	760	782	806	4,501
Leasehold	88	63	59	69	69	71	73	75	78	435
Other	40	0	0	-	-	-	-	-	-	-
RGRL	1,756	1,725	1,768	1,821	1,875	1,922	1,970	2,019	2,070	11,677
Licenses & Permits	1,605	2,014	1,946	2,105	2,166	2,232	2,301	2,374	2,449	13,626
Licenses	672	775	735	791	810	832	855	881	907	5,076
Business Licenses	429	430	430	443	456	467	479	493	508	2,847
Franchise fees,	208	307	270	313	319	329	339	349	359	2,008
Residential rental license	35	38	35	35	35	36	37	38	39	221
Permits	933	1,239	1,211	1,314	1,355	1,400	1,446	1,493	1,542	8,550
Fire permits	80	54	80	70	71	74	76	78	80	449
Building permit	472	713	627	720	744	770	797	825	853	4,708
Electrical permit	261	347	303	350	362	373	384	396	408	2,273
Mechanical permits	82	88	116	90	93	96	99	102	105	584
Plumbing and other permits	38	37	85	84	85	88	90	93	96	535
SCL Agreement	2,147	2,084	2,250	2,212	2,267	2,335	2,405	2,477	2,552	14,249
Seattle City Light agreement	2,147	2,084	2,250	2,212	2,267	2,335	2,405	2,477	2,552	14,249
Intergovernmental	2,663	2,620	2,379	2,503	2,585	2,614	2,643	2,673	2,704	15,721
Streamlined sales tax miti	1,127	1,123	1,200	1,140	1,140	1,140	1,140	1,140	1,140	6,840
Grants, State Shared Rev	1,535	1,497	1,179	1,363	1,445	1,474	1,503	1,533	1,564	8,881
KC Basic Life Safety Emergen	386	398	380	416	424	433	441	450	459	2,624
Fed grant - Transit Oriented D	14	79	-	-	-	-	-	-	-	-
DOJ-COPs grant	239	173	32	-	-	-	-	-	-	-
State Liquor fees	190	172	181	181	190	194	198	202	206	1,172
State Criminal Justice	189	171	149	190	191	195	199	203	207	1,185
Law enforcement services	16	35	45	38	38	39	40	40	41	236
Commute trip reduction	39	28	45	185	272	277	283	289	294	1,600
Homeland Security EMPG	87	77	54	34	11	11	12	12	12	92
Other	376	363	293	320	318	324	331	337	344	1,973
Charges for Services	2,442	2,785	3,064	2,955	2,991	3,081	3,173	3,269	3,367	18,836
Security	543	400	555	554	558	575	592	610	628	3,517
Transportation	146	43	169	109	109	112	116	119	123	688
Plan check fees	585	689	629	722	741	763	786	810	834	4,657
Culture, Rec fees	438	440	566	470	476	490	505	520	536	2,996
Rents & concessions	321	428	405	360	366	377	389	400	412	2,306
Other	409	786	740	741	740	763	786	809	833	4,672
Indirect Cost Allocation	1,872	2,036	2,085	2,255	2,233	2,289	2,358	2,429	2,502	14,066
One-Time Revenue	-	9,500	4,355	2,400	3,675					6,075
Dedicated Revenues	1,332	955	797	967	980	1,010	1,040	1,067	1,099	6,162
REET	749	389	260	400	404	416	429	441	455	2,545
Parking tax	149	156	151	158	161	166	171	176	181	1,014
Motor Vehicle tax	389	396	377	397	403	415	428	440	454	2,537
Investment income	13	14	9	12	12	12	13	9	9	67
TOTAL REVENUES	51,901	62,609	57,204	57,699	60,566	58,455	60,096	61,806	63,571	362,193

OPERATING TRANSFERS - DEBT SERVICE

DEBT SERVICE	Use of Debt Proceeds			BUDGET		PROJECTIONS				TOTAL
		2013	2014	2015	2016	2017	2018	2019	2020	2015-2020
EXISTING DEBT:										
LTGO 2003	Golf course club house	\$ 715	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Early payoff	2,665								
LTGO 2003	Community center and Fire station #53	491	488	-	-	-	-	-	-	-
Refunding	TCC	392	391	-	-	-	-	-	-	-
	Fire Station #53	98	98	-	-	-	-	-	-	-
LTGO 2008	City Hall Annex, 6300 bldg, and Urban revitalization - Tukwila Village	737	812	811	811	809	809	811	-	4,051
Refunding	City Hall Annex, 6300 bldg	332	365	365	365	364	364	365	-	1,823
	Tukwila Village	405	447	446	446	445	445	446	-	2,228
SCORE 2009	South County Corretional Entity, SCORE Jail facility	431	431	-	428	427	428	428	428	2,139
	Scheduled debt service			430						430
	Estimated contribution by SCORE			(430)	-	-	-	-	-	(430)
LTGO 2010	Southcenter Parkway Extension, emergency management	518	521	524	524	519	513	505	496	3,080
	Southcenter Pkwy Extension	380	382	384	384	381	376	370	364	2,259
	Emergency Management	138	139	140	140	138	137	135	132	821
Valley Com 2010	Valley Communications Center operating facility	241	229	229	-	-	-	-	-	229
Refunding										
LTGO 2011	Arterial street portion of 2003 bond -- South Park bridge transaction	168	548	546	549	552	549	549	545	3,290
Refunding										
LTGO 2012	Tukwila Metropolitan Park District	113	113	113	113	113	113	113	113	679
Existing debt		\$ 6,079	\$ 3,142	\$ 2,223	\$ 2,424	\$ 2,420	\$ 2,412	\$ 2,406	\$ 1,582	\$ 13,468
PLANNED DEBT:										
LTGO 2014	TIB Redevelopment \$ 3,850			313	313	287	287	287	287	1,774
2015 Credit line	TIB Redevelopment 2,250									
LTGO 2015	Interurban Ave South 3,100			124	248	248	248	248	248	1,364
	Boeing Access Road bridge 2,500			100	200	200	200	200	200	1,100
Planned debt	\$11,700	\$ -	\$ -	\$ 537	\$ 761	\$ 735	\$ 735	\$ 735	\$ 735	\$ 4,238
PROPOSED DEBT:										
LTGO 2016	42nd \$ 4,400				117	352	352	352	352	1,525
	53rd				-	-	-	-	-	-
Proposed debt	\$ 4,400	\$ -	\$ -	\$ -	\$ 117	\$ 352	\$ 352	\$ 352	\$ 352	\$ 1,525
TOTAL Estimate / Projections		\$ 6,079	\$ 3,142	\$ 2,760	\$ 3,303	\$ 3,507	\$ 3,499	\$ 3,493	\$ 2,669	\$ 19,231

PROJECT TRANSFERS

General Fund project transfers are made to support capital and governmental projects. The contribution required is based on the financial status of the project fund (such as the Arterial Street fund, the Land/Parks Acquisition fund, etc.), the amount of dedicated revenues received into the fund, the amount of specific funding sources such as grants and the amount of the existing fund balance.

Priority of use for project fund revenues generally are as follows:

1. Specific project funding such as grant revenue.
2. Dedicated taxes such as REET or parking tax.
3. Fund balance, debt or General Fund contributions/transfers depending on the unique circumstances of the project and the overall financial plan.

FUND BALANCE

To the extent revenues exceed expenditures, fund balance is increased and can be carried forward for use in the following fiscal year. To the extent expenditures exceed revenues, fund balance is used and declines. The City's Reserve Policy specifies that, by the end of 2014, the General Fund ending fund balance shall equal or exceed 10% of the previous year operating revenues. The Reserve Policy also requires that a minimum fund balance be attained for the Contingency / Reserve Fund by the end of 2014. The minimum balance amount is computed on the same basis as that used to compute the General Fund minimum balance. Both reserve requirements were met one year early in 2013.

A schedule of funds included in Attachment A follows.

FUNDS INCLUDED IN ATTACHMENT A		Ending Fund Balance - in Thousands \$				
		ACTUAL 2012	ACTUAL 2013	BUDGET 2014	BUDGET 2015	BUDGET 2016
000	General Fund	\$ 6,026	\$ 9,580	\$ 6,486	\$ 9,703	9,526
2**	Debt Service	3,012	8	412	5	5
103	Residential Street	1,047	1,416	813	57	391
104	Arterial Street	483	1,096	843	344	148
301	Land, Park Acquisition	1,090	1,220	723	318	337
302	Facilities	2,006	1,903	1,411	1,874	1,787
303	General government	914	452	959	380	250
304	Fire facilities ★	348	437	340	500	550
Total (excluding Fire Facilities Fund 304)		\$ 14,578	\$ 15,675	\$ 11,647	\$ 12,681	\$ 12,446
105	Contingency Reserve	1,460	5,763	5,279	5,702	5,702
Total		\$ 16,039	\$ 21,438	\$ 16,925	\$ 18,383	\$ 18,148
★	For information only. Fire Improvement amounts are <u>not</u> included in the totals.					

City of Tukwila
Capital Improvement Program - Attachment C
General Government Project Costs 2015 - 2020 in 000's

Neighborhood Revitalization																
Project	Page No.	2015		2016		2017		2018		2019		2020		Totals		After Six Years
		Total	Grants	Total	Grants	Total	Grants	Total	Grants	Total	Grants	Total	Grants	Total	Grants	
Residential Streets	1															
42 Ave S Phase III	2															
Cascade View Safe Routes	3		399		5,300									5,699	5,900	4,360
Thornadyke Safe Routes	4		124	29										124	29	839
			767	51										767	51	
Small Roadway & Safety Imprvs	5		148		350	350								498	350	
53rd Ave S (S137 - 144 St)	6		290	174	3,173	2,432	920	507						4,383	3,113	
Neighborhood Traffic Calming	7													0	0	
Residential Street Improvements	8		140						750	750				2,390	0	
Subtotal by Source		1,868	254		8,823	8,682	920	507	750	0	750	0	750	13,861	9,443	7,509
SUBTOTAL		City Total 1,614		City Total 141		City Total 413		City Total 750		City Total 750		City Total 750		City Total 4,418		7,509

City of Tukwila
Capital Improvement Program - Attachment C
General Government Project Costs 2015 - 2020 in 000's

Economic Development																
Project	Page No.	2015		2016		2017		2018		2019		2020		Totals		After Six Years
		Total	Other Rev	Total	Other Rev	Total	Other Rev	Total	Other Rev	Total	Other Rev	Total	Other Rev	Total	Other Rev	
Bridges & Arterial Streets	9															
Annual Bridge Inspections **	10	270		270					335		335		335		1,815	0
Boeing Access Rd Bridge	11	5,701	7,170	5,411	4,193										11,112	11,363
TUC - Pedestrian Bridge	12	2,692	1,494	6,185	6,075										8,877	7,569
BNSF Regional Center Access	13	400	150												400	150
Interurban (143 - Fort Dent Wy)	14	6,890	7,871												6,890	7,871
S 144th St Phase II (42 - TIB)	15	1,607	1,545												1,607	1,545
TUC Transit Center	16	800	756												800	756
Andover Pk W (Tuk Pkwy - Str.)	17	470	0												470	0
Annual Overlay and Repair **	18	1,550		1,560		1,650		1,670		1,725		1,730		9,885	0	1,745
Annual Traffic Signal Program **	19	105		115		115		120		120		125		700	0	125
ADA Improvements **	20	163		63		63		63		63		63		478	0	63
Wetland Mitigation **	21	20		20		20		20		20		20		120	0	20
Walk & Roll Plan	22	140												140	0	175
Transportation Comp Plan	23	100		50										150	0	600
APE/ Minkler Blvd Intersection	24	80	35		30									80	65	622
APE/ Industry Dr Intersection	25	60	45		25									60	70	575
W Valley Hwy/ S 156 Intersection	26	45	45											45	45	1,032
S 133rd St/ SR599 Intersection	27	20		30										20	30	630
Strander Ext. to SW 27 St	28	20		20				5,000	4,325					5,040	4,325	52,329
TUC/ TOD Ped Improvements	29			70										70	0	1,100
E Marginal Way (BAR - S 112 St)	*													0	0	3,300
Macadam Rd & S 144 St Intersection	*													0	0	610
Minkler Blvd (APW - S/ C Pkwy)	*													0	0	940
Tuk Int'l Blvd (BAR - 116 Wy)	*													0	0	4,591
Traffic Signal Interconnect	*													0	0	3,000
Southcenter Blvd (I-5-61 Bridge)	*													0	0	20,000
Tuk Int Blvd/ S 116th On-Ramp	*													0	0	4,675
S 168th St (S/ C Pkwy - APE)	*													0	0	23,244
West Valley (I-405-Strander Blvd)	*													0	0	630
Rockery Replacement Program	*													0	0	525
S 180 St/ APW Intersection	*													0	0	210
S 143 St (Interurban-Duwamish)	*													0	0	100
S 144th St Bridge - Sidewalks	*													0	0	1,219
Subtotal by Source		21,133	19,111	13,764	10,353	2,118	0	7,208	4,325	2,263	0	2,273	0	48,759	33,789	122,395
SUB TOTAL		City Total 2,022		City Total 3,411		City Total 2,118		City Total 2,883		City Total 2,263		City Total 2,273		City Total 14,970		122,395

* Traffic or Park Impact Fee List Projects (project must be started within 10 years).

** Ongoing Projects

Neighborhood Revitalization

* Park Impact Fee List Projects (project must be started within 10 years).

City of Tukwila
Capital Improvement Program - Attachment C
General Government Project Costs 2015 - 2020 in 000's

General Government																	
Project	Page No.	2015		2016		2017		2018		2019		2020		Totals		After Six Years	
Facilities	43	Total	Other Rev	Total	Other Rev	Total	Other Rev	Total	Other Rev	Total	Other Rev	Total	Other Rev	Total	Other Rev		
	44		30		2,075									60	4,275		
	45		2,040		2,250									2,090	4,500		
	46		100											100	0	34,500	
	47													0	0	17,750	
Subtotal by Source		2,170	4,450	80	4,325	0	0	0	0	0	0	0	0	2,250	8,775	52,250	
SUBTOTAL		City Total (2,280)		City Total (4,245)		City Total 0		City Total 0		City Total 0		City Total 0		City Total (6,525)		52,250	
General Improvements	49	Total	Other Rev	Total	Other Rev	Total	Other Rev	Total	Other Rev	Total	Other Rev	Total	Other Rev	Total	Other Rev	After Six Years	
	51		200														
			200		200									200	1,200	200	
	Subtotal by Source		200	0	200	0	0	200	0	200	0	200	0	200	1,200	0	200
	SUBTOTAL		City Total 200		City Total 200		City Total 200		City Total 200		City Total 200		City Total 200		City Total 1,200		0
Fire Improvements	53	Total	Other Rev	Total	Other	Total	Other	Total	Other	Total	Other	Total	Other	Total	Other	After Six Years	
	54																
	55						506		350		350		350	0	1,556	6,000	
	56														0	13,500	
	57		50		50		44								144		
Subtotal by Source		0	50	0	50	0	550	0	350	0	350	0	350	0	0	185	
SUBTOTAL		City Total (50)		City Total (50)		City Total (550)		City Total (350)		City Total (350)		City Total (350)		City Total (1,700)		19,685	
* Fire Impact Fee List Projects (project must be started within 10 years).																	
SUMMARY																	
Totals by Source		28,644	26,155	23,159	23,520	3,515	1,162	8,462	4,813	3,672	488	3,490	455	70,942	56,593		
PROPOSED TOTALS		Total	2,489	Total	(361)	Total	2,353	Total	3,649	Total	3,184	Total	3,035	Total	14,349	226,821	

** On-going Projects

ATTACHMENT D

City of Tukwila

WATER ENTERPRISE FUND

2015 - 2020 Analysis in 000's

REVENUES	2012 Actual	2013 Actual	2014 Budget	2015	2016	2017	2018	2019	2020	Totals
Monthly Water Charges ⁽¹⁾	Base	Base		+5%	+5%	+5%	+5%	+5%	+5%	
Cascade Water Alliance (CWA)	2,198	2,331	2,310	2,375	2,400	2,472	2,546	2,622	2,700	15,115
Regular City Water	2,955	3,257	3,207	3,394	3,633	3,712	3,898	4,093	4,100	22,830
Subtotal Water	5,153	5,588	5,517	5,769	6,033	6,184	6,444	6,715	6,800	37,945
Other Miscellaneous Revenue	193	151	130	35	35	50	70	100	120	410
Interlocal Ags\PWTF\Grants	4	127	0	0	0	0	0	0	0	0
Water Connection Fees ⁽²⁾	4	84	50	25	25	25	25	10	10	120
Total Revenues	5,354	5,950	5,697	5,829	6,093	6,259	6,539	6,825	6,930	38,475
EXPENDITURES										
CWA Purchased Water ⁽³⁾	2,198	2,331	2,310	2,375	2,400	2,472	2,546	2,622	2,700	15,115
Water Operations & Maintenance	1,689	1,846	1,827	2,112	2,101	2,121	2,143	2,183	2,200	12,860
Debt Service ⁽⁴⁾	555	536	555	550	162	162	161	162	161	1,358
Interfund Utility Tax ⁽⁵⁾ 10%	518	562	565	579	605	623	651	682	692	3,832
Engineering Labor ⁽⁷⁾	62	64	76	78	80	83	85	87	89	502
Subtotal	5,022	5,339	5,333	5,694	5,348	5,461	5,586	5,736	5,842	33,667
Water Capital - CIP Program	191	125	1,455	1,738	2,918	1,083	915	497	1,768	8,919
Total Expenditures	5,213	5,464	6,788	7,432	8,266	6,544	6,501	6,233	7,610	42,586
FUND BALANCE										
Change in Fund Balance ^(a)	141	486	(1,091)	(1,603)	(2,173)	(285)	38	593	(680)	(4,111)
Beginning Balance	6,043	6,078	6,786	5,635	4,032	1,859	1,574	1,612	2,204	5,635
Ending Balance	6,184	6,564	5,695	4,032	1,859	1,574	1,612	2,204	1,524	1,524

Fund Balance:										
Reserved ^(b) 20% of revenue		1,070	1,078	1,115	1,166	1,219	1,252	1,308	1,365	1,365
Unreserved		5,494	4,617	2,917	694	355	360	896	159	159
Ending Balance	6,184	6,564	5,695	4,032	1,859	1,574	1,612	2,204	1,524	1,524

^(a) Revenues in excess of (less than) expenditures

^(b) Annual reserve balance requirement equals 20% of the prior year operating revenues.

ATTACHMENT D-1

NOTES TO WATER ENTERPRISE FUND

- 1) Rates reflect increases of 5% for 2015 through 2020. These rate increases are essential to sustain our reserve balance and cover any possible increases from Cascade Water Alliance (CWA). We will continue to review the annual rate model to confirm that the proposed increases are necessary.

Future water purchased at additional costs will be passed on to ratepayers. We have identified Cascade Water Alliance's revenues and expenditures to better reflect the actual water charges and the respective increases. CWA has proposed rate increases of 2.745% in 2015 and 2016.

- 2) Connection fees are estimated for the Allentown/Foster Point and Duwamish projects.
- 3) Cascade Water Alliance is split out to identify the actual costs of purchased water. CWA has scheduled increases in their six-year planning model that will affect our water rates.
- 4) Debt schedule includes Public Works Trust Fund (PWTF) loans and Bonds.

Water Debt Service includes:	<u>Expires</u>	<u>2015</u>	<u>2016</u>
1995 E Marginal Bond	2/1/15	387,421.88	0.00
2003 PWTF Duwamish (20%)	7/1/21	14,960.15	14,887.88
2004 PWTF Allentown (26%)	7/1/24	84,656.76	84,253.64
2006 Bond Allentown (26%)	12/31/26	<u>63,115.00</u>	<u>62,907.00</u>
	Total	\$540,153.79	\$162,048.52

- 5) An Interfund Utility Tax was approved by Ordinance No. 2258 in October 2009 for the water, sewer, and surface water utilities. Ordinance 2298 amended that ordinance in July 2010. Gross revenues were taxed 15% from December 31, 2008 through April 30, 2010 and are currently taxed 10% from May 1, 2010 through December 31, 2015.
- 6) The Working Capital Reserve Fund's policy was updated in 2012 per Resolution No. 1774 to maintain an adequate fund balance in each of the enterprise funds. For the Enterprise Funds, the unrestricted fund balance shall equal or exceed 20% of the previous year's revenue, exclusive of significant non-operating, non-recurring revenues.
- 7) The Senior Water/Sewer Engineer's salary and benefits are split evenly between the water department and the sewer department.

Water Enterprise Fund

The City's Enterprise Funds account for utility operations that are self-supported through user charges. The utilities are financed and operated like a private business enterprise which requires periodic determination of revenues earned; expenses incurred, and net income for capital maintenance, public policy, management control and accountability. The Water Fund accounts for operations and capital improvements to provide water to a portion of City residents. King County Water District 125 and Highline Water District also supply water to City residents.

ATTACHMENT E

City of Tukwila

SEWER ENTERPRISE FUND

2015 - 2020 Analysis in 000's

REVENUES	2012 Actual	2013 Actual	2014 Budget	2015	2016	2017	2018	2019	2020	Totals
Monthly Sewer Charges	+20%	+20%	+15%	+10%	+5%	+5%	+5%	+5%	+4.3%	
King County Metro Sewer ⁽¹⁾	3,611	3,447	3,749	4,022	4,191	4,254	4,322	4,381	4,513	25,683
Regular City Sewer ⁽²⁾	2,693	3,759	2,896	3,500	3,553	3,695	3,843	3,997	4,137	22,724
Subtotal Sewer Revenue	6,304	7,206	6,645	7,522	7,744	7,949	8,165	8,378	8,650	48,407
Other Misc. Revenue	200	143	150	165	165	200	210	220	230	1,190
Grant/Bonds/PWTF	2	45	705	455	290	0	0	0	2,133	2,878
Sewer Connection Fees ⁽³⁾	104	249	120	120	125	125	100	100	100	670
Total Revenues	6,610	7,643	7,620	8,262	8,324	8,274	8,475	8,698	11,113	53,145
EXPENDITURES										
Sewer Operations & Maintenance										
King County Metro Sewer ⁽⁴⁾	3,611	3,447	3,749	4,022	4,191	4,254	4,322	4,381	4,513	25,683
Regular City Sewer ⁽⁵⁾	1,106	1,081	1,012	1,188	1,035	1,250	1,275	1,301	1,327	7,376
Debt Service ⁽⁶⁾	356	353	394	396	395	389	390	387	388	2,345
Interfund Utility Tax ⁽⁷⁾ 10%	647	737	680	769	791	815	837	860	888	4,960
Engineering Labor ⁽⁹⁾	85	118	77	77	78	80	83	85	87	490
Subtotal	5,805	5,736	5,912	6,452	6,490	6,788	6,907	7,014	7,203	40,854
Sewer Capital - CIP Program	484	473	1,700	2,180	3,307	1,340	1,240	1,823	3,603	13,493
Total Expenditures	6,289	6,209	7,612	8,632	9,797	8,128	8,147	8,837	10,806	54,347
FUND BALANCE										
Change in Fund Balance ^(a)	321	1,434	9	(370)	(1,473)	146	327	(139)	307	(1,202)
Beginning Balance	1,890	2,199	2,259	4,472	4,102	2,629	2,775	3,103	2,964	4,472
Ending Balance	2,211	3,633	2,268	4,102	2,629	2,775	3,103	2,964	3,270	3,270

Fund Balance:										
Reserved - 20% of prior year's revenue		1,322	1,104	1,520	1,561	1,607	1,655	1,695	1,740	1,740
Unreserved		2,311	1,163	2,583	1,068	1,169	1,448	1,269	1,531	1,531
Ending Balance	2,211	3,633	2,268	4,102	2,629	2,775	3,103	2,964	3,270	3,270

^(a) Revenues in excess of (less than) expenditures

ATTACHMENT E-1

NOTES TO SEWER ENTERPRISE FUND

- 1) King County Metro sewer and Tukwila's sewer have been split out to present the revenues separately. Metro increases will be passed through to the sewer ratepayers. King County Metro sewer fees will increase 5.6% in 2015 per KC Ordinance No. 17825 and we have factored in potential King County increases for 2016 through 2020.
- 2) A 10% rate increase is proposed for Tukwila sewer in 2015 with 5% increases in 2016 through 2020. We will continue with the annual rate model review to confirm that the proposed increases are necessary.
- 3) Sewer connection fees for Allentown Phase I and Allentown/Foster Point Phase II.
- 4) King County Metro Sewer treatment fees are passed through to ratepayers.
- 5) City's basic operation and maintenance costs. An additional Maintenance and Operations Specialist position is needed in the Sewer department, but this new position has been delayed indefinitely in order to build up the Sewer fund's reserves.
- 6) Includes the Public Works Trust Fund (PWTF) Loan and the 2006 Bond for the Allentown/Foster Point Phase II Sewer Improvement Project.

Sewer Debt Service includes:	<u>Expires</u>	<u>2013</u>	<u>2014</u>
2004 PWTF Allentown (62%)	7/1/24	\$201,873.82	\$200,912.51
2006 Bond Allentown (62%)	12/31/26	150,505.00	150,009.00
2013 PWTF CBD Sewer Rehab	12/31/33	<u>44,000.00</u>	<u>44,000.00</u>
	Total	\$396,378.82	\$394,921.51

- 7) An Interfund Utility Tax was approved by Ordinance No. 2258 in October 2009 for the water, sewer, and surface water utilities. Ordinance 2298 amended that ordinance in July 2010. Gross revenues will be taxed 15% from December 31, 2008 through April 30, 2010 and taxed 10% from May 1, 2010 through December 31, 2015.
- 8) The Working Capital Reserve Fund's policy was updated in 2012 per Resolution No. 1774 to maintain an adequate fund balance in each of the enterprise funds. For the Enterprise Funds, the unrestricted fund balance shall equal or exceed 20% of the previous year's revenue, exclusive of significant non-operating, non-recurring revenues.
- 9) The Senior Water/Sewer Engineer's salary and benefits are split evenly between the water department and the sewer department.

Sewer Enterprise Fund

The City's Enterprise Funds account for utility operations that are self-supported through user charges. The utilities are financed and operated like a private business enterprise which requires periodic determination of revenues earned; expenses incurred, and net income for capital maintenance, public policy, management control and accountability. The Sewer Fund accounts for operations and capital improvements to provide sanitary sewer to a portion of City residents. Valley View Sewer District also provides sewer in the City.

ATTACHMENT F

City of Tukwila

SURFACE WATER ENTERPRISE FUND

2015 - 2020 Analysis in 000's

REVENUES	2012 Actual	2013 Actual	2014 Budget	2015	2016	2017	2018	2019	2020	Total
	+10%	+5%	+10%	+20%	+15%	+10%	+10%	+10%	+10%	
Annual Billings (Current) ⁽¹⁾	3,669	3,845	4,217	5,066	5,825	6,408	7,049	7,754	8,529	40,631
Other Revenues	55	47	20	30	38	50	60	75	80	333
Grants/Bond Proceeds ⁽²⁾	131	27	335	6,165	1,105	1,243	3,495	45	95	12,148
Total Revenues	3,855	3,919	4,572	11,261	6,968	7,701	10,604	7,874	8,704	53,112
EXPENDITURES										
Operations & Maintenance	1,445	1,556	1,752	2,009	1,940	2,061	2,143	2,332	2,426	12,911
Debt Service ⁽³⁾	308	315	314	313	312	311	310	308	307	1,861
Interfund Utility Tax ⁽⁴⁾ 10%	369	388	424	510	586	646	711	783	861	4,096
Engineering Labor ⁽⁶⁾	301	393	285	514	531	600	624	700	728	3,697
Subtotal	2,423	2,652	2,775	3,346	3,369	3,618	3,788	4,123	4,322	22,565
SSWM Capital - CIP Program	1,170	1,046	3,565	7,775	3,226	3,025	5,505	2,015	1,020	22,566
Total Expenditures	3,593	3,698	6,340	11,121	6,595	6,643	9,293	6,138	5,342	45,131
FUND BALANCE										
Change in Fund Balance ^(a)	262	221	(1,768)	140	373	1,058	1,311	1,736	3,362	7,981
Beginning Balance	2,151	2,329	2,085	783	923	1,296	2,354	3,665	5,401	783
Ending Balance	2,413	2,550	317	923	1,296	2,354	3,665	5,401	8,763	8,763

Fund Balance:										
Reserved ^(b) 20% of revenue		745	770	847	1,019	1,173	1,292	1,422	1,566	1,566
Unreserved		1,805	(453)	76	277	1,182	2,374	3,980	7,198	7,198
Ending Balance	2,413	2,550	317	923	1,296	2,354	3,665	5,401	8,763	8,763

^(a) Revenues in excess of (less than) expenditures

^(b) Annual reserve balance requirement equals 20% of the prior year operating revenues.

ATTACHMENT F-1

NOTES TO SURFACE WATER ENTERPRISE FUND

- 1) Reflects proposed rate increases of 20% in 2015, 15% in 2016, and 10% in 2017 through 2020. We will continue with the annual rate model review to confirm that the proposed Surface Water rate increases are necessary.

The National Pollution Discharge Elimination System (NPDES) permit required by the State Department of Ecology is having a significant impact on the Surface Water fund. For 2015, one new full-time Maintenance & Operations Specialist was added to Operations and Maintenance and two new full-time employees were added to Engineering Labor; a NPDES Inspector and a Habitat Project Manager.

- 2) Potential grants and/or bond revenue. Included is the estimated Department of Ecology grant for NPDES and King County Flood Control District Opportunity grants as well as significant grant funding for the Chinook Wind Project. 53rd Ave S has proposed grant funding from the State Transportation Improvement Board grant.

- 3) Debt schedule includes PWTF loans and the 2006 Bond.

Debt Service includes:	<u>Expires</u>	<u>2013</u>	<u>2014</u>
2004 PWTF Duwamish (15%)	7/01/21	12,002.48	11,944.50
2004 PWTF Cascade View Const.	7/01/24	233,251.35	232,140.62
2004 PWTF Allentown (12%)	7/01/24	39,072.35	38,886.29
2006 Bond Allentown (12%)	12/31/26	<u>29,130.00</u>	<u>29,034.00</u>
Total		\$313,456.18	\$312,005.41

- 4) An Interfund Utility Tax was approved by Ordinance No. 2258 in October 2009 for the water, sewer, and surface water utilities. Ordinance 2298 amended that ordinance in July 2010. Gross revenues will be taxed 15% from December 31, 2008 through April 30, 2010 and taxed 10% from May 1, 2010 through December 31, 2015.
- 5) The Working Capital Reserve Fund's policy was updated in 2012 per Resolution No. 1774 to maintain an adequate fund balance in each of the enterprise funds. For the Enterprise Funds, the unrestricted fund balance shall equal or exceed 20% of the previous year's revenue, exclusive of significant non-operating, non-recurring revenues.
- 6) Cost of engineering to support capital projects, NPDES, and operation efforts in-house.

Surface Water Enterprise Fund

The City's Enterprise Funds account for utility operations that are self-supported through user charges. The utilities are financed and operated like a private business enterprise which requires periodic determination of revenues earned; expenses incurred, and net income for capital maintenance, public policy, management control and accountability. The Surface Water Enterprise Fund accounts for operations and capital improvements for the City's storm drainage and surface water management function. Surface Water projects are required to meet Federal, State and local mandates. The largest contributor to the surface water enterprise fund is the City of Tukwila.

ATTACHMENT G

City of Tukwila

GOLF ENTERPRISE FUND

2015 - 2020 Analysis in 000's

REVENUES	2012 Actual	2013 Actual	2014 Budget	2015	2016	2017	2018	2019	2020	Total
Green Fees & Instructions ⁽¹⁾	1,006	973	1,024	1,030	1,065	1,070	1,105	1,110	1,145	6,525
Merchandise & Snack Sales	140	140	137	150	155	155	160	160	165	945
Rentals (Clubs & Carts)	188	187	192	190	190	193	193	196	196	1,158
Concession Proceeds	91	95	85	96	98	100	102	104	106	606
Excise Tax & Interest Earnings	25	9	4	4	4	4	4	4	4	24
Transfer In for Bond ⁽²⁾	0	0	0	0	0	0	0	0	0	0
General Fund Contribution ⁽³⁾	225	400	600	300	300	300	300	300	300	1,800
Total Revenues	1,675	1,804	2,042	1,770	1,812	1,822	1,864	1,874	1,916	11,058
EXPENDITURES										
Operations & Maintenance ⁽⁴⁾	1,335	1,348	1,448	1,484	1,525	1,535	1,566	1,597	1,629	9,336
Admission Tax	59	58	56	60	60	60	60	60	60	360
Indirect Cost Allocation ⁽⁵⁾	15	193	197	174	177	177	177	177	177	1,059
Debt Service ⁽⁶⁾	0	0	0	0	0	0	0	0	0	0
Subtotal	1,409	1,599	1,701	1,718	1,762	1,772	1,803	1,834	1,866	10,755
Golf Capital - CIP Program	0	0	50	50	50	50	50	50	50	300
Total Expenditures	1,409	1,599	1,751	1,768	1,812	1,822	1,853	1,884	1,916	11,055
FUND BALANCE										
Change in Fund Balance ^(a)	266	205	291	2	0	0	11	(10)	0	3
Beginning Balance	140	404	537	887	889	889	889	900	890	887
Ending Balance	406	609	828	889	889	889	900	890	890	890

Fund Balance:										
Reserved ^(b) 20% of revenue		335	361	406	354	362	364	373	375	383
Unreserved		274	467	483	535	527	536	517	515	507
Ending Balance	406	609	828	889	889	889	900	890	890	890

^(a) Revenues in excess of (less than) expenditures

^(b) Annual reserve balance requirement equals 20% of the prior year operating revenues.

ATTACHMENT G-1**NOTES TO GOLF ENTERPRISE FUND**

- 1) Green Fees and Instruction are expected to increase modestly as a function of both increased instruction for new and young players and periodic greens fee increases. This model allows for a slight growth in golf rounds and includes an increase in green fees every two years to keep current with the market.
- 2) The Golf Course's share of general obligation bond 2003 was assumed by a governmental fund in 2011.
- 3) General Fund Contribution is the portion of the City's sales tax revenue that will be transferred to the 411 Golf fund to cover Admission tax, Indirect Cost Allocation, and Working Capital Reserves.
- 4) Operations and Maintenance does not include the Parks and Recreation's Director's 25% of salary and benefits. The Golf Maintenance building is covered 50%/50% between Golf and the Parks Department.
- 5) Indirect Cost Allocation will be calculated on an annual basis.
- 6) The Working Capital Reserve Fund's policy was updated in 2012 per Resolution No. 1774 to maintain an adequate fund balance in each of the Enterprise Funds. For the Enterprise Funds, the unrestricted fund balance shall equal or exceed 20% of the previous year's revenue, exclusive of significant non-operating, non-recurring revenues.

Golf Enterprise Fund

The City's Enterprise Funds account for operations that are self-supported through user charges. The funds are financed and operated like a private business enterprise which requires periodic determination of revenues earned, expenses incurred, and net income for capital maintenance, public policy, management control and accountability. The Golf Enterprise Fund accounts for operation, maintenance, debt service and improvements of the municipal golf facility. The difference between the other utility enterprise funds is that Golf has voluntary users as opposed to involuntary users of the water, sewer, and surface water funds.



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2015 - 2016 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 other 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 by 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.

A summary of the Capital Improvement Program can be found in the Capital Budget tab section. The 2015-2016 Biennial Budget incorporates the first two years of the Capital Improvement Program.

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. 1774

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TUKWILA, WASHINGTON, ADOPTING A FINANCIAL RESERVE POLICY TO MAINTAIN AN ADEQUATE FUND BALANCE, ALLOWING MITIGATION OF RISKS TO REVENUES.

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;

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

Section 1. At the close of each fiscal year, the General Fund balance and the Reserve Fund balance shall each 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. In regard to the Enterprise Funds, at the close of each fiscal year the unrestricted fund balance 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.

Section 2. All expenditures from the Reserve Fund shall be authorized by the City Council.

Section 3. The prescribed minimum fund balances outlined in Section 1 shall be attained no later than the end of the 2014 fiscal year. Should a fund balance decline below the prescribed minimum balance after 2014, 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 4. In regard to the self-insured health care funds, the City shall maintain a reserve balance in each of its self-insured health care funds in an amount equal to 2.5 times, or 250%, of the actuarially determined IBNR (incurred but not reported) reserve. The contingency reserve balance will be combined with the IBNR reserve balance and recorded as one liability in each of the self-insured health care plan funds.

Section 5. 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.

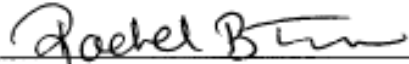
PASSED BY THE CITY COUNCIL OF THE CITY OF TUKWILA, WASHINGTON,
at a Regular Meeting thereof this 15th day of October, 2012.

ATTEST/AUTHENTICATED:


Christy O'Flaherty, MMC, City Clerk


Verna Seal, Council President

APPROVED AS TO FORM BY:


Shelley M. Kerslake, City Attorney

Filed with the City Clerk: 9-26-12
Passed by the City Council: 10-1-12
Resolution Number: 1774

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.

2015 POSITION SALARY SCHEDULE

Elected Officials	Minimum	Maximum
COUNCIL MEMBER	12,600	15,000
MAYOR	101,335	101,335

Fire IAFF	Minimum	Maximum
FIRE BATTALION CHIEF	108,569	108,569
FIRE CAPTAIN	96,035	96,035
FIREFIGHTER	66,806	83,514

Non-represented	Minimum	Maximum
ASSISTANT FIRE CHIEF	102,951	131,090
ASSISTANT TO THE CHIEF	61,041	70,233
ASSISTANT TO THE DIRECTOR	64,713	74,493
BUILDING OFFICIAL	91,017	113,759
CITY ADMINISTRATOR	123,024	159,965
CITY CLERK	79,805	95,827
CITY ENGINEER	102,951	131,090
CIVIL SERVICE EXAMINER	61,041	70,233
COMMUNICATIONS & GOV RELATIONS MANAGER	91,017	113,759
COURT ADMINISTRATOR	95,888	119,866
DCD DIRECTOR	111,029	144,371
DEPUTY CITY CLERK	64,713	74,493
DEPUTY DCD DIRECTOR	95,888	119,866
DEPUTY FINANCE DIRECTOR	95,888	119,866
DEPUTY POLICE CHIEF	107,859	140,307
DEPUTY PUBLIC WORKS DIRECTOR	95,888	119,866
ECONOMIC DEVELOPMENT ADMINISTR	104,028	136,182
ECONOMIC DEVELOPMENT LIAISON	83,354	100,086
EXECUTIVE ASSISTANT	64,713	74,493
FINANCE DIRECTOR	111,029	144,371
FIRE CHIEF	114,897	149,426
HUMAN RESOURCES ANALYST	79,805	95,827
HUMAN RESOURCES ASSISTANT	75,558	90,674
HUMAN RESOURCES DIRECTOR	111,029	144,371
HUMAN RESOURCES TECHNICIAN	57,308	65,961
IT DIRECTOR	111,029	144,371
LEGISLATIVE ANALYST COUNCIL	79,805	95,827
MAINTENANCE OPERATIONS MANAGER	92,657	115,778
PARKS AND RECREATION ANALYST	79,805	95,827
PARKS AND RECREATION DIRECTOR	111,029	144,371
POLICE CHIEF	114,897	149,426
POLICE RECORDS MANAGER	79,805	95,827
PROJECT DEVELOPMENT MANAGER	86,072	105,435
PUBLIC WORKS ANALYST	79,805	95,827
PUBLIC WORKS DIRECTOR	114,897	149,426
SENIOR PROGRAM MANAGER	91,017	113,759
SYSTEMS ADMINISTRATOR	75,558	90,674

Police Non-Commisioned	Minimum	Maximum
POLICE RECORDS SPECIALIST	45,552	56,340
SERVICE TRANSPORT OFFICER	52,932	62,880
EVIDENCE TECHNICIAN	52,932	63,612
POLICE INFORMATION ANALYST	60,000	73,752
COMMUNITY POLICING COORD	67,908	78,588
PATROL ADMIN ASSISTANT	46,116	56,400
DOMESTICE VIOLENCE ADVOCATE	53,436	66,336
PROF STAND ADMIN SPECIALIST	50,340	61,188

Police Guild	Minimum	Maximum
MASTER POLICE OFFICER	65,136	82,572
POLICE OFFICER	65,136	82,572
MASTER POLICE SERGEANT	87,636	95,688
POLICE SERGEANT	87,636	95,688

Teamsters	Minimum	Maximum
ADMIN SUPPORT ASSISTANT	42,681	51,873
ADMIN SUPPORT COORD	52,265	63,526
ADMIN SUPPORT SPECIALIST	48,874	59,401
ADMIN SUPPORT TECHNICIAN	45,667	55,521
ASSISTANT PLANNER	73,318	89,095
BAILIFF COURT	52,265	63,526
BUSINESS COMMUNITY LIAISON	55,912	67,981
CODE ENFORCEMENT OFFICER	55,912	67,981
COMBINATION INSPECTOR	64,027	77,834
DATABASE SYSTEMS ADMINISTRATOR	73,318	89,095
DIRECTOR OF INSTRUCTION - GOLF	64,027	77,834
EMERGENCY MANAGEMENT SPECIALIST	51,362	62,479
ENGINEER	78,434	95,350
FACILITIES CUSTODIAN	45,667	55,521
FACILITIES OPS TECHNICIAN	55,912	67,981
FIRE PROJECT COORDINATOR	73,318	89,095
FISCAL COORDINATOR	78,434	95,350
FISCAL SPECIALIST	52,265	63,526
FISCAL SUPPORT TECHNICIAN	45,667	55,521
FLEET TECHNICIAN	55,912	67,981
GIS COORDINATOR	64,027	77,834
GOLF MAINTENANCE SUPERVISOR	64,027	77,834
INFO TECHNOLOGY SPECIALIST	52,265	63,526
LEAD FACILITIES CUSTODIAN	59,841	72,742
LEAD MAINT SPECIALIST	59,841	72,742
MAINT & OPS FOREMAN	64,027	77,834
MAINT & OPS SPECIALIST	55,912	67,981
MAINT & OPS SUPERINTENDENT	78,434	95,350
MAINTENANCE SPECIALIST	52,265	63,526
MAINTENANCE TECHNICIAN	36,661	44,554

Teamsters (continued)	Minimum	Maximum
MAINTENANCE WORKER	42,681	51,873
MARKETING COMMUNICATIONS COORD	55,912	67,981
NPDES COORDINATOR	78,434	95,350
PARKS MAINTENANCE SUPERVISOR	64,027	77,834
PERMIT COORDINATOR DCD	73,318	89,095
PLANNING SUPERVISOR DCD	89,817	109,193
PLANS EXAMINER	55,912	67,981
POLICE RECORDS SUPERVISOR	59,841	72,742
PROBATION OFFICER COURT	73,318	89,095
PROGRAM MANAGER HUMAN SERVICES	83,942	102,033
PROGRAM MANAGER MARKTNG & TRSM	83,942	102,033
PROJECT INSPECTOR PW ENG	59,841	72,742
PROJECT MANAGER	83,942	102,033
RECREATION PROG ASSISTANT	42,681	51,873
RECREATION PROG COORDINATOR	64,027	77,834
RECREATION PROG SPECIALIST	52,265	63,526
RECREATION SUPERINTENDENT	78,434	95,350
SENIOR ELECTRICAL INSPECTOR	68,483	83,305
SENIOR FISCAL COORDINATOR	83,942	102,033
SENIOR PLANNER DCD	78,434	95,350
SENIOR PLANS EXAMINER DCD	64,027	77,834
SR INFO TECHNOLOGY SPECIALIST	55,912	67,981
SR MAINT & OPS SPECIALIST	59,841	72,742
SR PROJECT INSPECTOR	64,027	77,834
TRAFFIC OPERATIONS COORDINATOR	73,318	89,095
URBAN ENVIRONMENTALIST DCD	39,218	47,672
WATER QUALITY SPECIALIST	59,841	72,742

STAFFING LEVELS

DEPARTMENT	ACTUAL										BUDGETED		
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Administrative Services ^(a)	21.75	22.75	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)	11.50	11.00	11.00	12.00	11.00	16.00	17.00	15.75	16.75	17.75	17.75	21.00	17.00
Human Resources ^(a)	-	-	-	-	-	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00
Finance	13.00	12.00	11.00	11.00	12.00	12.00	13.00	11.00	12.00	12.00	12.00	12.00	12.00
Recreation	20.25	22.00	22.50	23.50	23.50	22.50	20.75	16.25	16.25	16.25	16.25	16.50	16.50
Department of Community Development	19.88	20.88	20.88	20.25	24.25	24.25	23.00	22.63	23.38	22.13	23.00	22.50	22.50
Court ^(a)	-	-	-	-	-	9.75	8.75	8.75	9.00	9.00	8.75	8.85	8.85
Police	78.00	81.00	83.00	80.00	83.00	82.00	80.00	83.00	88.00	87.50	92.00	93.00	93.00
Fire	63.00	67.00	65.00	66.00	64.00	63.00	65.00	66.00	67.00	67.00	67.00	67.00	67.00
Information Technology ^(a)	-	-	-	-	7.00	8.00	8.00	8.00	8.00	7.00	8.00	6.00	6.00
Public Works ^(c)	35.00	35.00	34.00	32.00	33.00	32.00	30.00	30.00	30.00	31.00	30.00	28.00	28.00
Parks	9.50	10.50	10.25	7.50	7.50	7.50	7.50	7.50	7.50	6.00	7.50	8.50	8.50
Street	11.00	11.00	10.00	11.00	12.00	12.00	11.00	12.00	12.00	12.50	12.00	12.00	12.00
Water ^(c)	5.00	6.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.50	7.50
Sewer ^(c)	3.00	3.00	3.00	3.00	2.00	2.00	1.00	2.00	2.00	2.00	3.00	3.50	3.50
Golf	9.50	9.50	9.25	9.25	9.75	9.75	10.00	9.25	8.25	9.25	9.75	8.25	8.25
Surface Water ^(c)	5.00	7.00	7.00	7.00	8.00	8.00	7.00	8.00	8.00	8.00	7.50	12.50	12.50
Equipment Rental	4.00	4.00	5.00	4.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00
TOTAL	316.38	329.63	329.63	327.25	335.75	331.75	325.00	323.13	331.13	330.38	337.50	343.10	339.10

^(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.

Major Position Changes for 2015-2016:

Mayor: Additions to staff include the position of Economic Development Liaison (1 FTE), Communications Staff (2 FTE) and Administrative Support Coordinator (.25 FTE).

Recreation: Additions to staff include the position of Recreation Superintendent (.25 FTE), Recreation Program Coordinator (.5 FTE) and Pre-School Teacher (.5 FTE). There is a reduction in staff for the position of Park and Facility Coordinator (1 FTE).

Department of Community Development: Reduction in staff for Senior Planner (1 FTE) moved to the Mayor Department as Economic Development Liaison.

Court: Addition to staff include Judge (.1 FTE).

Police: Addition to staff include Police Sergeant – Grant funded (1 FTE).

Information Technology: Reduction in staff for Admin Support Coordinator (2 FTE) which moved to the Communication division within the Mayor department.

Public Works: Additions to staff include the position of Senior Program Manager – Grant funded (1 FTE). The position of Senior Program Manager (1 FTE) was transferred to the Water and Sewer department. The positions of Senior Engineer (1 FTE) and NPDES Coordinator (1 FTE) were transferred to Surface Water.

Parks Maintenance: Addition to staff include the position of Park Supervisor (1 FTE) which moved from the Recreation department.

Golf: Addition to staff include the position of Director of Golf Instruction (.25 FTE) and reductions in staff for the position of Golf Superintendent (1 FTE) and Golf Maintenance Specialist (.75 FTE)

Water: The position of Senior Program Manager (.5 FTE) was transferred from Public Works.

Sewer: The position of Senior Program Manager (.5 FTE) was transferred from Public Works.

Surface Water: Addition to staff include the position of Maintenance and Operations Specialist (1 FTE), Surface Water Project Manager (1 FTE) and Surface Water Inspector (1 FTE). The position of NPDES Coordinator (1 FTE) and Senior Engineer (1 FTE) were transferred from Public Works.

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	Facility Replacement	General Gov't Improve	Fire Improvements
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										
Police	X			X							
Fire	X										X
Information Tech.	X										
Public Works	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	19,765
Number of City Employees	343
Number of Businesses	2,180 (approximate)
Number of people employed in Tukwila	40,700 (approximate)
Levy Rate	\$2.89598
Taxable Property Values	\$4,913,428,890
Fire Protection-- Number of Fire Personnel: Number of Stations: Number of Responses: Total Fire Loss:	67.00 4 4,799 \$523,250
Police Protection-- Number of Police Personnel:	93
Parks and Recreation-- 18 Public Developed Parks Playgrounds Maintained Trails Golf Courses	162 Acres 11 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 20 PRINCIPAL EMPLOYERS CURRENT YEAR AND NINE YEARS AGO

Name of Company/Employer	Product or Business	2013 Full & Part-Time Employment	Percentage of Total City Employees	2004 Full & Part-Time Employment	Percentage of Total City Employees
Boeing Company	Airplane company	7,799	19.80%	11,382	25.94%
King County Metro	Transit operating base	800	2.03%	700	1.60%
Costco Wholesale	Cash/carry Warehouse	727	1.85%	314	0.72%
Boeing Employees Credit Union	Banking/Credit Union	566	1.44%	600	1.37%
Group Health Cooperative	Data Ctr/Lab/Pharmacy/Mfg.	561	1.42%	1,800	4.10%
Nordstrom	Department Store	523	1.33%	-	0.00%
Red Dot Corporation	Heater/air conditioning equipment	447	1.13%	264	0.60%
Macy's	Department Store	382	0.97%	414	0.94%
United Parcel Service	Postal Delivery Service	329	0.84%	288	0.66%
Hartung Glass Industries Inc.	Manufacturing	275	0.70%	288	0.66%
Sub-total - Major Employers		12,409		16,050	
All Other Employment		26,983		27,827	
TOTAL EMPLOYMENT		39,392		43,877	

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	2013 Assessed Valuation	Percent of 2013 Total Assessed Value ^(a)	2004 Assessed Valuation	Percent of 2004 Total Assessed Value ^(b)
Boeing Company	Airplane company	\$ 422,762,422	8.89%	\$ 419,851,874	12.20%
WEA Southcenter LLC	Department Stores	298,510,135	6.28%	141,434,500	4.11%
La Pianta LP/Segale Properties	Commercial Properties	165,317,953	3.48%	92,300,242	2.68%
E Property Tax Dept	Commercial Properties	119,869,800	2.52%	49,151,700	1.43%
KIR Tukwila 050 LLC/KIMCO	Commercial Properties	82,015,900	1.72%	36,003,800	1.05%
Qwest Corporation (US West Communications)	Telephone Utility	78,499,861	1.65%	17,418,740	0.51%
CWWA Tukwila 1 LLC	Investment Property	40,938,100	0.86%	-	
COSTCO Wholesale	Cash & Carry Warehouse	37,164,419	0.78%	-	
Sea-Tuk Warehouse LLC	Food Distribution	34,302,000	0.72%	18,397,800	0.53%
Wig Properties LLC (JC Penney)	Department Stores	33,924,982	0.71%	13,672,025	0.40%
Jorgensen Forge Corporation	Steel Manufacturer	32,431,256	0.68%	11,025,216	0.32%
Anne Arundel Apartments LLC (Group Health)	Apartments	29,618,300	0.62%	-	
Puget Sound Energy/Gas - Electric	Electric/Gas Utility	28,736,298	0.60%	21,983,036	0.64%
Southcenter Corporate Square	Hair Loss Center	27,361,300	0.58%	-	
Boeing Employees Credit Union	Credit Union	26,496,457	0.56%	56,694,529	1.65%
BRCP Riverview Plaza LLC	Commercial Properties	25,377,700	0.53%	-	
Koar-Seatac Partners LP (Embassy Suites)	Lodging	22,487,678	0.47%	16,029,335	0.47%
Federated Department Stores (Macys)	Department Stores	21,269,000	0.45%	31,557,034	0.92%
Merrill Creek Holding LLC (Kenworth Motors)	Truck Manufacturer	20,112,600	0.42%	-	
Harnish Group Incorporated	Truck Equipment	17,896,665	0.38%	10,047,486	0.29%
Walton CWWA Eproperty Tax Incorporated (McElroy)	Investment Property	17,778,300	0.37%	-	
CHA Southcenter LLC (Doubletree Inn)	Lodging	17,474,495	0.37%	17,600,900	0.51%
Home Depot	Home Improvement	15,931,771	0.33%	-	
Sterling Realty Organization	Commercial Properties	14,293,700	0.30%	7,459,900	0.22%
Low e's HIW Incorporated	Home Improvement	13,665,439	0.29%	17,099,833	0.50%
Hill Investment Company	Commercial Properties	7,518,800	0.16%	6,007,100	0.17%
AMB Institutional Alliance	Commercial Properties	-		74,506,600	2.17%
Group Health Cooperative	Healthcare Admin	-		31,503,118	0.92%
Heitman	Commercial Properties	-		46,235,000	1.34%
Calwest Industrial	Property Management	-		42,612,000	1.24%
TOTALS		\$ 1,651,755,331	34.73%	\$ 1,178,591,768	34.25%

Notes:

^(a) In 2013 the total assessed property value in the City of Tukwila was \$4,756,373,688.

^(b) In 2004 the total assessed property value in the City of Tukwila was \$3,441,123,525.

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 unappropriated 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