City of Shoreline, Washington

2018 PROPOSED BUDGET

2018-2023 Capital Improvement Plan

CITY OF
SHORELINE

WASHINGTON

2018 Proposed Budget

Chris Roberts, Mayor
Shari Winstead, Deputy Mayor
Will Hall, Councilmember
Doris McConnell, Councilmember
Keith McGlashan, Councilmember
Jesse Salomon, Councilmember
Keith Scully, Councilmember

Debbie Tarry, City Manager

Sara S. Lane, Administrative Services Director

Prepared by the Administrative Services Department

For Fiscal Year January 1, 2018 – December 31, 2018

For more detail, copies of the 2018 Budget are available on the City's website, at City Hall, Shoreline Library and Richmond Beach Library.

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Shoreline

Washington

For the Fiscal Year Beginning

January 1, 2017

Executive Director

The City of Shoreline submits its annual budget to the Washington State Auditor's Office (State Auditor) and to the Government Finance Officers Association of the United States and Canada (GFOA). The GFOA evaluates each year's budget as part of the Distinguished Budget Presentation program. The City of Shoreline is pleased to report that we adhere to the highest standards of governmental budgeting. The City of Shoreline has been recognized with GFOA's Distinguished Budget Presentation Award annually since calendar year 1999.

2018 Proposed Budget

Table of Contents **Page**

Introduction

Reader's Guide to the Budget 11
City Organization Chart 13
Shoreline Community Profile 14
Budget Calendar 24
Budget Procedures and Process 25
General Budget Policies 29

City Manager's Transmittal Letter

City Manager's 2018 Budget Message 33
2017–2019 City Council Goals and Work Plan 49

Executive Summary

10-Year Financial Sustainability Plan Update 55
10-Year Financial Sustainability Plan 58
10-Year Financial Sustainability Model Operating Budget Ten-Year Forecast 60
2018 Budget Highlights 64
Department/Fund Overview 65
City of Shoreline Regular FTE Summaries 74
City Budget Summary 76
City Resources and Expenditures by Category 77
All Funds Resources/Expenditures Summary 78
City Revenue Sources 79
Ending Fund Balances 94
Change in Ending Fund Balance 95
Municipal Debt Capacity 97
Total Debt Capacity/Long Term Debt 98
Other Long-Term Debt 98
Schedule of Long-Term Debt 100

Department Budgets

City Council 103
City Manager's Office 111
Community Services 125
Administrative Services 137
City Attorney 157
Human Resources 165
Police 173
Criminal Justice 189
Parks, Recreation and Cultural Service 197
Planning and Community Development 215
Public Works 229
Utilities
Surface Water 245
Wastewater 251

Table of Contents

Page

Budget by Fund

2018 Fund Structure 259
All Funds Historical Revenue/Expenditures Summary 262
General Fund Summary 263
Street Fund Summary 264
Code Abatement Fund Summary 265
State Drug Enforcement Forfeiture Fund Summary 266
Public Arts Fund Summary 267
Federal Drug Enforcement Forfeiture Fund Summary 268
Property Tax Equalization Fund Summary 269
Federal Criminal Forfeiture Fund Summary 270
Transportation Impact Fees Fund Summary 271
Park Impact Fees Fund Summary 272
Revenue Stabilization Fund Summary 273
General Obligation Bond Fund Summary 274
2009 Limited Tax General Obligation Bond Fund Summary 275
2013 Limited Tax General Obligation Bond Fund Summary 276
General Capital Fund Summary 277
City Facility – Major Maintenance Fund Summary 278
Roads Capital Fund Summary 279
Surface Water Utility Fund Summary 280
Wastewater Utility Fund Summary 281
Vehicle Operations Fund Summary 282
Equipment Replacement Fund Summary 283
Unemployment Fund Summary 284

Capital Improvement Program

CIP Introduction 287
Readers Guide to the CIP 288
Capital Improvement Fund Descriptions 291
Capital Budget Criteria 291
Advantages of Capital Planning 292
Capital Improvement Program Plan Policies 292
Steps in the Capital Improvement Process 292
Project Phase Definitions 293
Capital Project Criteria 295
Capital Improvement Program Summary 299
CIP Summary
2018-2023 Capital Projects by Category 300
2018-2023 Capital Resources by Category 301
2018-2023 Capital Programs Summary 302
Capital Improvement Program Impact upon Operating Budgets 306
General Capital Fund
2018-2023 Projects Map 310
2018-2023 Program Summary 311
General Capital Fund Summary 312
2018-2023 Projects 315
Projects to be completed in 2017 331

Table of Contents **Page**

Capital Improvement Program (Continued)

Facilities Major Maintenance Fund
2018-2023 Projects Map 338
2018-2023 Program Summary 339
Facilities Major Maintenance Fund Summary 340
2018-2023 Projects 343
Roads Capital Fund
2018-2023 Projects Map 354
2018-2023 Program Summary 355
Roads Capital Fund Summary 356
2018-2023 Projects 359
Projects to be completed in 2017 381
Surface Water Utility Fund
2018-2023 Projects Map 390
2018-2023 Program Summary 391
Surface Water Utility Fund Summary 392
2018-2023 Projects 395
Projects to be completed in 2017 425

Appendix

Financial Policies 431
2018 Salary Schedule 441
2018 Extra Help Pay Table 446
2018 FTEs by Fund and Department Table 450
2018 Budgeted Positions and FTEs 451
2018 Fee Schedule 455
City Budget Summary 476
Department Revenue Detail 478
Department Expenditure Detail 490
Expenditure Categories 511
Glossary of Budget Terms and Acronyms 514

This page has been intentionally left blank.

INTRODUCTION

This page has been intentionally left blank.

READER'S GUIDE TO THE BUDGET

The City of Shoreline must adopt a balanced budget each year. To be prudent a city may decide to place some of its resources each year into reserves to cover future emergencies or unanticipated opportunities. Beyond these basic guidelines, budgets for cities are quite complex. Much of this complexity is created to allow for proper accounting and tracking techniques as required by state law and governmental accounting practices. Cities draw their revenues from a wide variety of sources, divide their expenditures into separate funds and allocate their program expenditures in ways that serve the special needs of municipal services. This Reader's Guide is being provided to make the City's budget more understandable and useable for the reader.

Organization of this Document

This budget document contains legally required budget information, descriptive background information and various illustrative graphs and tables that will be helpful to the readers' understanding. It is organized into seven sections to facilitate the reader's understanding of the City's budget and to help the reader to find information regarding the city and its budget. Those seven sections are: Introduction, Transmittal Letter, Executive Summary, Budget by Department, Budget by Fund, Capital Improvement Program, and Appendix.

Introduction: This section is designed to introduce the reader to the City of Shoreline and its budget process. It includes the following:

- Table of Contents
- Reader's Guide
- City Organization Chart
- Shoreline Community Profile
- Budget Procedures and Process
- Budget Calendar
- General Budget Policies

Transmittal Letter: This section includes the City Manager's budget message to the City Council and the latest edition of the City Council Goals and Workplan.

Executive Summary: This section provides a high level view of the proposed budget, an in depth look at the City's revenue sources, projected fund balances, and information about the City's debt. It includes the following:

- 10 Year Financial Sustainability Plan Update
- 10 Year Financial Sustainability Model Operating Budget Forecast
- Budget Highlights
- Department / Fund Overview
- FTE Summary
- City Budget Summary
- All Funds Resources / Expense Summary
- Revenue Sources
- Ending Fund Balances
- Change in Ending Fund Balances
- Municipal Debt Capacity, City Long Term Debt, and City Debt Policy

Department Budgets:

- Mission Statement
- Organizational Chart
- Historical Comparison of Total Expenditures and Full-time Equivalents (FTE's)
- Staffing Summary by Program and Position
- Current Year Accomplishments
- Next Year's Key Department Objectives
- Historical Comparison by Program
- Historical Comparison by Fund
- Historical Comparison by Expenditure/Revenue Type
- Budget Changes
- Program Performance Measures

Budget by Fund: This section exhibits the financial condition and provides a historical comparison of each fund. It includes:

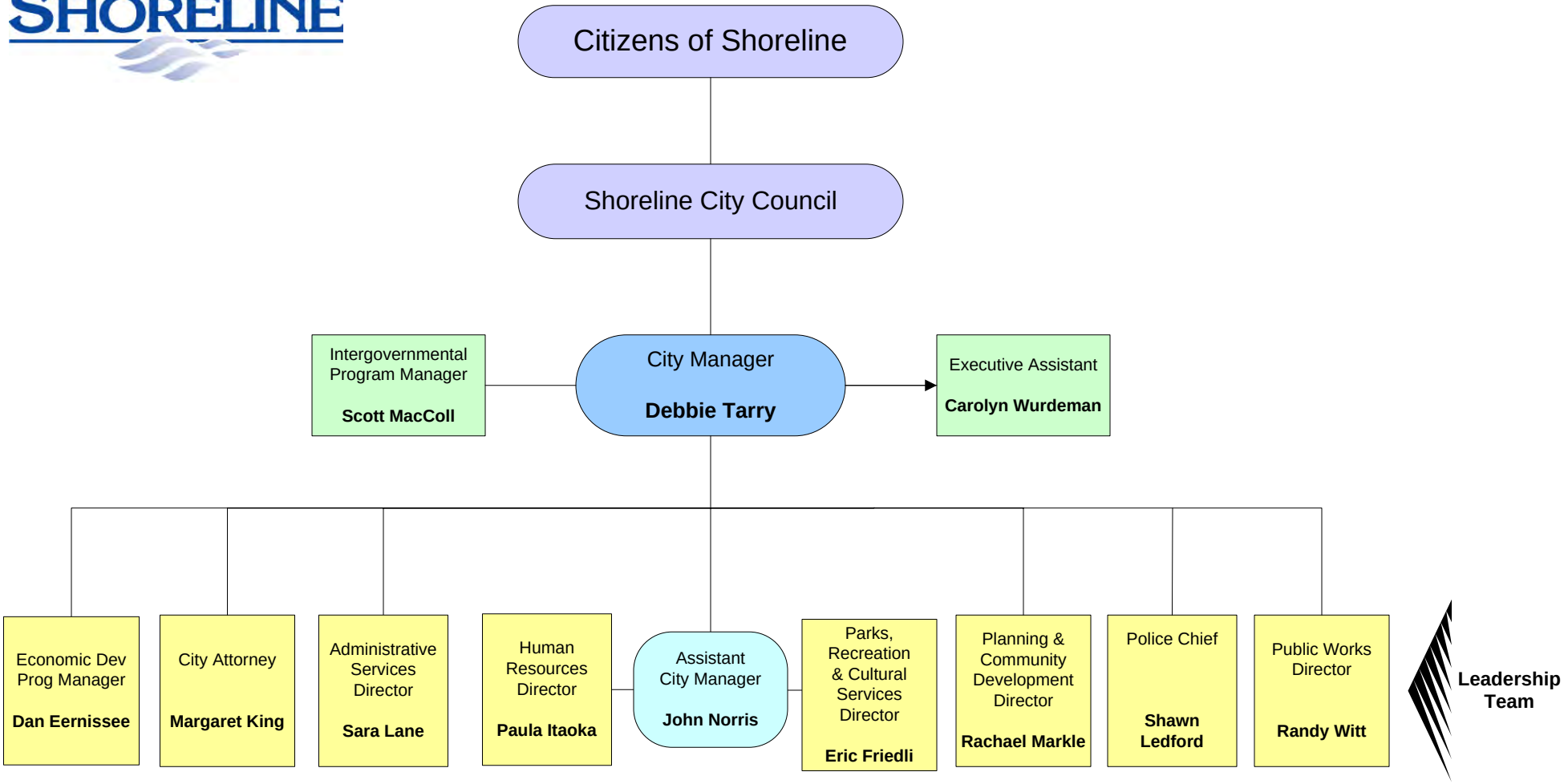
- City Fund Structure
- All Funds Historical Revenue/Expenditure Summary
- Fund Summaries

Capital Improvement Program: This section identifies the multi-year plan for the four Capital Funds; General Capital (improvements to Parks and Facilities), City Facilities-Major Maintenance (ongoing maintenance of major facilities), Roads Capital (street, sidewalk, and traffic improvements), and Surface Water Utility (drainage improvements). This section includes:

- Reader's Guide to the Capital Improvement Plan
- Impacts of Growth Management
- Capital Planning, Programming and Budget System
- Capital Improvement Fund Descriptions
- Capital Budget Criteria
- Advantages of Capital Planning
- Capital Improvement Program Plan Policies
- Steps in the Capital Improvement Process
- Project Phase Definitions
- Capital Project Criteria
- Six-Year CIP Expenditures and Resources by Category
- Six-Year Capital Program Summary
- Impact of CIP on Operating Budgets
- Six-Year CIP Expenditures and Resources by Fund
- Project Detail

Appendix: This section includes:

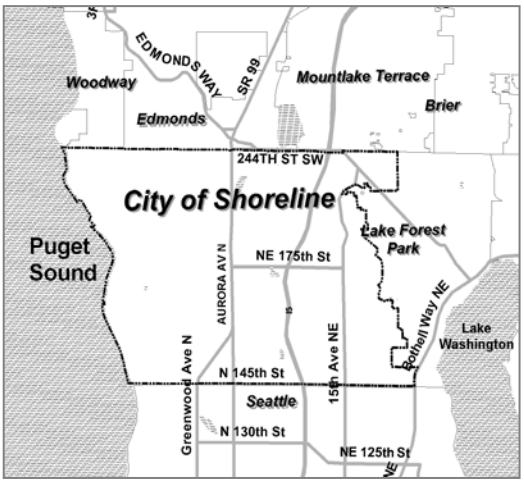
- Financial Policies
- Salary Tables
- Budgeted Positions and FTEs
- Fee Schedules
- Resource and Expenditure Detail
- Expenditure Categories
- Glossary of Budget Terms



Full Time Employees

168

SHORELINE COMMUNITY PROFILE



The City of Shoreline is located in the northwestern corner of King County along the shores of Puget Sound. Shoreline is generally bounded by the City of Lake Forest Park to the east, the City of Seattle to the south, Puget Sound to the west, and Snohomish County to the north (including the Cities of Mountlake Terrace and Edmonds, and the Town of Woodway).

The City of Shoreline was incorporated on August 31, 1995, and operates as a Council/Manager form of government. The Council is comprised of seven members, elected at large by citizens of Shoreline. They are part-time officials who exercise the legislative powers of the City and determine matters of policy.

The Mayor is a council member selected by the Council to chair meetings, authenticate documents and serves as the City's ceremonial head. The Council is supported by various advisory boards and commissions. The Council appoints a full-time City Manager who serves as the professional administrator of the organization, coordinating day-to-day activities.

DEMOGRAPHICS	
Population**	55,060
Male/Female+	48.7%/51.3%
Median Age+	42.1
% under 20+	21.6%
Educational Attainment (population 25 yrs. and over):	
High school degree or higher#	92.5%
Bachelor's degree or higher#	42.8%
Households+	21,561
Housing Units#	22,073
Owner Occupied Housing Units+	65.3%
Median Value of Unit#	$370,400
Median Household Income#	$67,076
Per Capita Income#	$33,819
Families in Poverty#	5.0%

*** WA State Office of Financial Management April 2017 estimate*
+ 2010 U.S. Census
 # U.S. Census Bureau, 2006-2010 American Community Survey

SHORELINE AT A GLANCE	
Elevation (average)	375 feet
Highest Elevation	536 feet
Land Area	7,500 acres (11.7 sq.mi.)
Miles of City Streets*	191
City Retail Sales Tax	10.0%
City Employees (FTE)	149
Assessed Valuation++	$9,763,499,220

**Includes 36 mi. arterials, 4 mi. state roads, 3 mi. Interstate and 148 mi. residential streets*
++ Projected at time of publication

Shoreline Yesterday:

Before 1900: The area which is now Shoreline was once forested with deep woods, pockets of meadows, and bog areas. The area provided rich fishing, hunting, and gathering opportunities for local Native Americans, who occupied permanent settlements along Lake Washington, and temporary camps on Puget Sound. Homesteaders began arriving in the area in the 1880's, following the loggers and mill owners who had earlier set up operations along the waterways. Farmers cleared the fields and built modest homes. Richmond Beach is the site of the first village in the area. Located on the new Great Northern railroad line running along Puget Sound, this area gained its identity in 1890. By the turn of the 20th century, numerous businesses were clustered around Market Street, now known as N.W. 195th Place.

Early 1900s until World War I: By the early 1900s an additional community had developed up the hill known as the Richmond Highlands centered at the current intersection of Aurora and 185th. The Interurban Railroad increased access to the area upon its opening from Seattle to Halls Lake in 1906. The next year the Great Northern railroad depot opened, providing additional transportation facilities to the area. Around 1910, the Seattle Golf Club and the Highlands were established, and Greenwood, or Country Club Road, as it was known then, was the only good road into Seattle. The Interurban was completed to Everett that year, causing more development along its line, particularly in the Ronald area, located roughly along 175th. The North Trunk Road, now known as Aurora or highway 99, was bricked in 1914 and became the primary automobile corridor in the area.

Between World War I and World War II: In the 1920s, 30s and 40s residential development continued. The area that became known as North City developed in the late 1920s along 15th Ave. N.E., and Lago Vista was also developed during this period with its own clubhouse. During this time, the North Trunk Road was upgraded and became known as Aurora, and was designated as Highway 99 in 1930. Aurora served as the emerging center of commerce and by the mid-'20s was home to numerous businesses and roadhouses. Innis Arden was developed by the Boeing Family, and became a prime residential community in the 1940s.

Following World War II: The area which is now Shoreline experienced tremendous growth after World War II as the suburban lifestyle grew in popularity. The Shoreline School District was established in 1944, and in response to the growth, Shoreline High School was built in 1955. Shoreline Community College was founded in 1963 and the I-5 freeway was opened the next year. Commercial development thrived along Aurora in the mid-'60s with the opening of Aurora Village and Sears.

Through the 60s, 70s and 80s the community continued to grow. Additional parks and schools were developed including Shorewood and Shorecrest High Schools, and changes were made to reflect the needs of the community. Shoreline High became the Shoreline Center, and a site that had once been considered for a high school to be called Shoreview High became Shoreview Park. Richmond Beach Park, Hamlin Park, and Ronald Bog Park were significant additions to the Parks system in the area.

In January of 1992, a citizen effort called “Vision Shoreline” organized to promote incorporation of Shoreline as a city. In September of 1994, the incorporation of Shoreline was approved by an overwhelming majority of voters. Following the election, a “Transition Team” was formed to organize the incorporation effort. This effort was successful and Shoreline officially incorporated on August 31, 1995.

Shoreline Today:

Over the years, Shoreline has become a community distinguished by strong neighborhoods, excellent schools and parks. According to the Census 2010, Shoreline is home to 53,007. The State Office of Financial Management has estimated the 2015 population to be 54,500. The City is now substantially developed with less than 1% of its total area (about 12 square miles) remaining vacant or undeveloped. Shoreline is primarily residential in character and over 70% of the households are single-family homes. Commercial development stretches along Aurora Avenue with other neighborhood centers located at intersections of primary arterials such as N. 175th Street at 15th Avenue N.E. and N. 185th Street at 8th Avenue N.W. There is limited industrial development. There is a substantial number of institutional, public or tax exempt uses, including cemeteries, schools, public services and churches. Significant lands are devoted to open space, including regional parks, the Boeing creek ravine, and the Seattle Golf Course.

Shorelines:

The City of Shoreline has several shorelines totaling 3.4 miles. Puget Sound, the primary shoreline, extends the length of the western edge of the City. It is the City’s only shoreline of statewide significance, as defined by the Washington State Shorelines Management Act. The City regulates these shorelines as a part of the Comprehensive Plan process. Designations are intended to reflect the character of land adjacent to the shorelines and guide and regulate development in these areas. The Washington State Department of Ecology reaffirms regulations, as determined by local governments, for shorelines of statewide significance.

In addition, the City has several lakes and ponds including Echo Lake, Ronald Bog and Twin Ponds. Finally, there are several creeks and streams that run through Shoreline. City regulations may also be set for these shorelines. The State does not have to affirm these regulations, but our regulations need to be consistent with State laws.

Neighborhoods:

Upon incorporation, the City supported the concept of neighborhood organizations. Fourteen neighborhoods are recognized by the City. The following is a short description of each neighborhood.

Ballinger: This area was annexed into the City of Shoreline in two sections A-3 in 1998 and A-2 in 1999. This area is east of I-5, south of NE 205th St (north City limit), west of 30th Ave NE (east City limit) and generally north of NE 195th Street.

Briarcrest: The area commonly referred to as Briarcrest (or Annexation Area B) was annexed into the City of Shoreline in February of 1997. This area is east of the Ridgecrest neighborhood and extends to the western City limits of Lake Forest Park.

Echo Lake: Echo Lake Park is the natural landmark of this neighborhood located on the northern edge of the City and bounded by Aurora Avenue, N.E. 185th Street and I-5.

Highland Terrace: This neighborhood is located just to the east of the Highlands neighborhood and Shoreline Community College. It is also bounded by the Seattle Golf Club, Westminster Way and Aurora Avenue.

Hillwood: The Hillwood community is located along the northern edge of the City between Aurora Avenue and the Richmond Beach neighborhood, north of N. 185th Street and N.W. Richmond Beach Road and south of N.W. 205th Street.

Innis Arden: This neighborhood was developed in the 1940s and the neighborhood organization has been in existence since that time. Bordered in part by Shoreview Park, it is located on the western edge of the City along Puget Sound.

Meridian Park: Meridian Park contains portions of the historic Ronald community dating back to the early 1900s. It is located at the core of Shoreline and is bounded by N.E. 185th Street, I-5, N. 160th Street and Aurora Avenue.

North City: Founded around the late 1930s and early 1940s, this neighborhood is located in the northeastern portion of Shoreline and is bounded by I-5, N.E. 195th Street on the north and the eastern edge of the City.

Parkwood: Parkwood is located along the southern edge of the City between Aurora Avenue and I-5. This neighborhood dates back to the early 1900s.

Richmond Beach: This area was settled in the late 1800s and is located in the Northwest corner of the City along Puget Sound.

Richmond Highlands: The Richmond Highlands neighborhood was first settled around the turn of the 20th century. Bordered by N. 185th Street, Aurora Avenue, N. 165th Street and the Innis Arden neighborhood, the area is located in the core of Shoreline.

Ridgecrest: Ridgecrest started developing around the end of World War II and is located in the southeastern section of the City. It is bordered by I-5, N.E. 15th Street, N.E. 175th Street and N.E. 145th Street.

The Highlands: Designed by the Olmsted Brothers, this neighborhood dates back to 1910. It is located overlooking Puget Sound on the western edge of the City.

Westminster Triangle: This area is located at the southern gateway to the City along Westminster Way and Aurora Avenue.

Commercial Areas:

The Aurora Corridor is a major north-south state route (Highway 99) corridor that runs through Shoreline. Highway 99 is one of three north-south state routes in the region and is also the primary non-freeway transportation corridor in the City of Shoreline.

The Aurora Avenue corridor has been primarily a commercial strip for thirty years, containing a wide variety of retail and service uses serving local and regional markets. Office uses are

scattered throughout the corridor while residential uses (e.g. apartments, condos, and small pockets of single-family homes) are limited to the areas along or near Aurora Avenue.

A number of institutional uses, public uses and government uses are located in or near the Aurora Corridor. These uses include Shoreline City Hall, Shoreline Community College, CRISTA Schools, the fire station, Ronald Wastewater District, Shoreline Historical Museum, Washington State Department of Transportation, and METRO facilities (e.g. bus transfer center, park and ride lot).

Other commercial areas include North City, Ridgecrest, Ballinger and Richmond Beach. The North City business district is located on 15th Avenue N.E. between N. 170th and N. 185th Streets. This district serves the local community and neighboring communities. The Hillwood/Richmond Beach commercial area is located on N.W. 185th Street and extends to the east and west of 8th Avenue N.W. It serves the City's northwest neighborhoods including Hillwood, Richmond Beach, Richmond Highlands, and Innis Arden. The Ridgecrest Business District is located at 145th Avenue N.E. between 15th Avenue and Lake City Way N.E. It serves the City's southeast neighborhoods including Ridgecrest and Briarcrest. The Ballinger commercial district is located along Ballinger Way to the east of where it intersects Interstate 5.

Community Institutions:

Located on an 80-acre site on 15th Avenue N.E. and N.E. 155th Street, the Fircrest Campus is Shoreline's largest public institution. It is owned by several state agencies that administer the site (in part as trust lands) for the State of Washington. Presently, the Fircrest Residential Habilitation Center, located on the campus, is home to approximately 200 developmentally disabled citizens and is run by the Department of Social and Health Services (DSHS). The Washington State Department of Health Laboratories is also located on the Fircrest Campus.

The City also has a significant number of private institutions including the Northwest School for Hearing Impaired Children, Shoreline Center, CRISTA Ministries, Food Lifeline (the wholesale distributor of food to the food banks), as well as several private elementary and secondary schools, churches and other religious facilities, group homes and cemeteries.

Employment:

Approximately 26,798 jobs exist in the City (according to the 2010 U.S. Census). Most of these jobs are located along Aurora Avenue; however, other employment clusters include the Shoreline Community College, the Fircrest Campus and neighborhood business centers in North City, Richmond Village, 5th Avenue N.E. and N.E. 165th Street, and 15th Avenue N.E. and N.E. 145th Street.

Major employers within the community include:

- CRISTA Ministries
- Costco
- Fred Meyer
- Home Depot
- Northwest Security
- City of Shoreline
- Shoreline School District
- Shoreline Community College
- State Department of Transportation
- Fircrest Residential Habilitation Center
- International Community Health Services (ICHS)

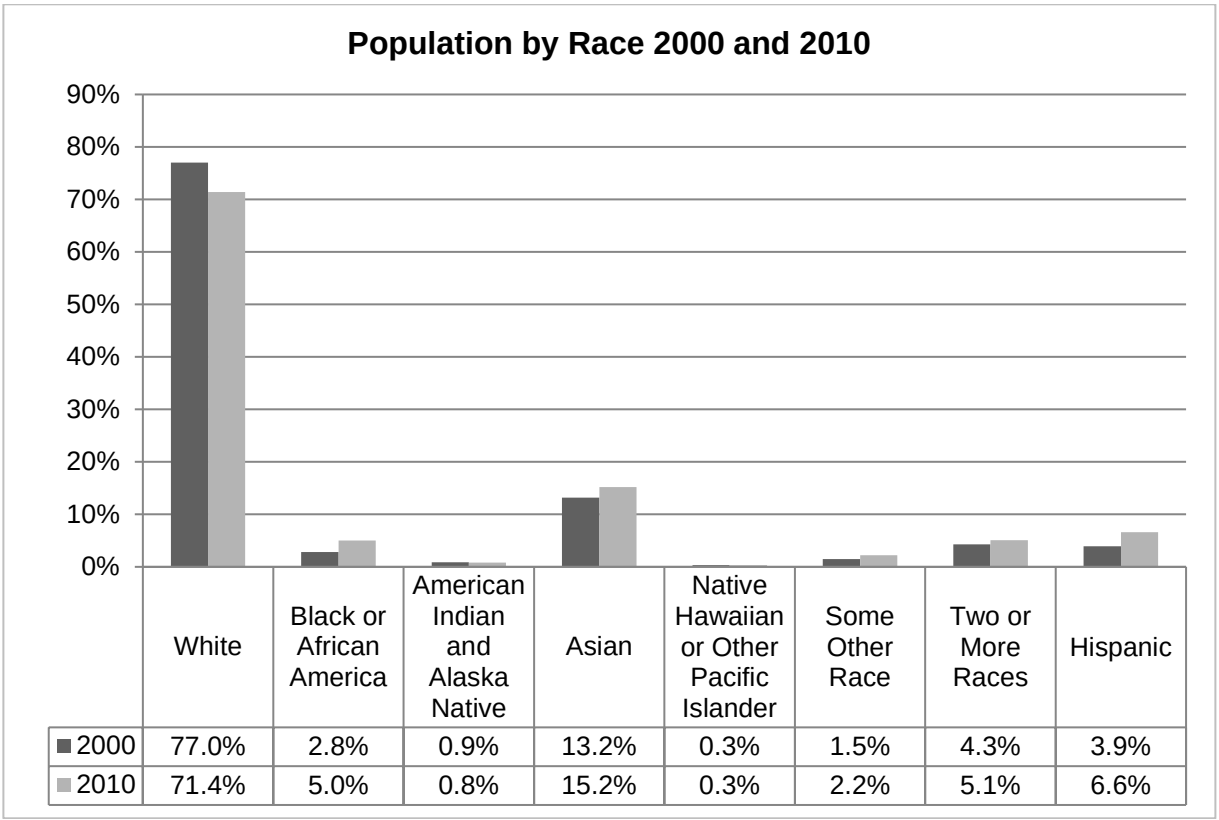
According to the U.S. Census Bureau 2010-2014 American Community Survey 5-Year Estimates, 27,389 City residents over age 16 were employed in the region, most in the management and professional sector (44.5%), followed by sales and office occupations (22.1%), service occupations (17.8%), production and transportation occupations (9.0%), and construction and maintenance occupations (6.5%).

Demographics:

EDUCATIONAL ATTAINMENT		
Population (25 years and over): 38,574		
Less than 9th grade	1,400	3.5%
9th-12th grade, no diploma	2,001	5.0%
High school grad. (incl. equiv.)	6,609	16.6%
Some college, no degree	8,721	21.9%
Associate's degree	3,851	9.7%
Bachelor's degree	10,951	27.5%
Grad. or professional degree	6,232	15.7%

HOUSING: UNITS IN STRUCTURE		
Total housing units: 22,270		
Single family, detached	14,607	65.6%
Single family, attached	960	4.3%
2 units	544	2.4%
3 or 4 units	811	3.6%
5 to 9 units	1,083	4.9%
10 to 19 units	1,045	4.7%
20 or more units	3,117	14.0%
Mobile home	140	0.6%
Boat, RV, van, etc.	39	0.2%

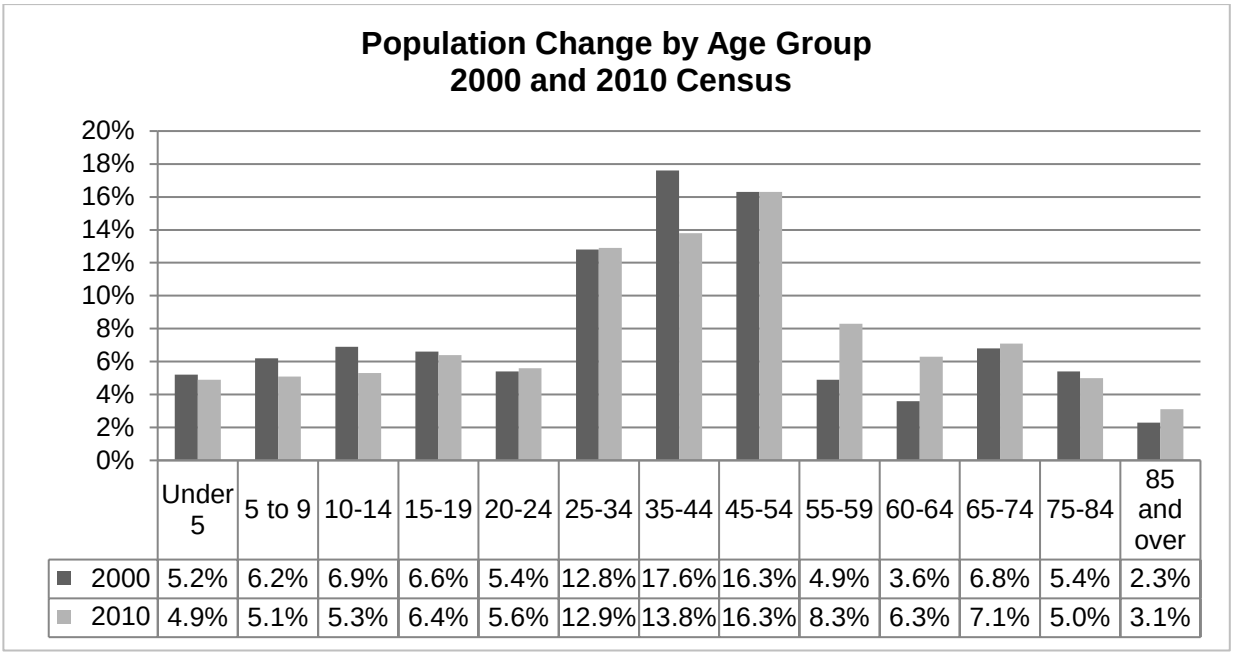
Source: 2010-2014 American Community Survey



	White	Black or African America	American Indian and Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Some Other Race	Two or More Races	Hispanic
2000	77.0%	2.8%	0.9%	13.2%	0.3%	1.5%	4.3%	3.9%
2010	71.4%	5.0%	0.8%	15.2%	0.3%	2.2%	5.1%	6.6%

The median age of Shoreline residents increased from 39.3 years in 2000 to 42.1 years in 2010. The under 18 population declined by 15% and the adult age population (18 and older)

increased 4.3%. Slightly over 30% of the total population was born between 1946 and 1964. As the chart below indicates, the largest drop in population is the 35-44 age range and the largest growth is the 55-64 age range.



	Under 5	5 to 9	10-14	15-19	20-24	25-34	35-44	45-54	55-59	60-64	65-74	75-84	85 and over
2000	5.2%	6.2%	6.9%	6.6%	5.4%	12.8%	17.6%	16.3%	4.9%	3.6%	6.8%	5.4%	2.3%
2010	4.9%	5.1%	5.3%	6.4%	5.6%	12.9%	13.8%	16.3%	8.3%	6.3%	7.1%	5.0%	3.1%

COMMUNITY SERVICES

Police Services

- Shoreline Police Department (Contracted from King County Sheriff's Office)
- Shoreline Police Station

Fire Services

- Shoreline Fire District #4
- Fire District Headquarters/Station 61
- Fire Station 63
- Fire Station 64
- Fire Station 65

Court Services

- King County District Court – Shoreline Division

Recreation Facilities

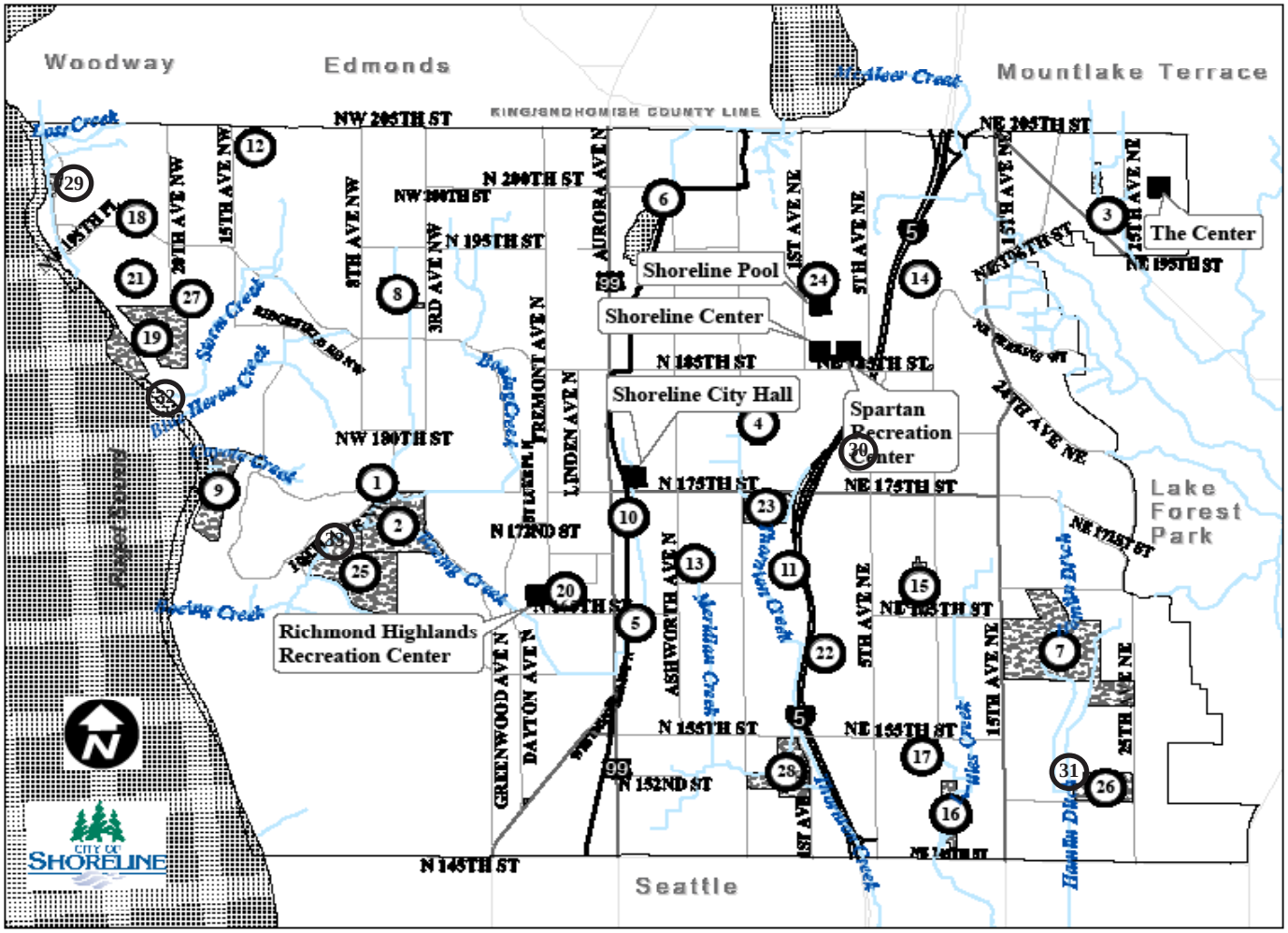
- Richmond Highlands Recreation Center
- Shoreline Pool
- Spartan Recreation Center
- Annex Teen Center

Library Services

- King County Library District
- Shoreline Library
- Richmond Beach Library

Utility Services	Provided by
Cable:	Comcast, Frontier
Electricity:	Seattle City Light
Garbage/Recycling:	Recology CleanScapes
Natural Gas:	Puget Sound Energy
Sewer:	City of Shoreline
Water:	Seattle Public Utilities, North City Water District
Telephone/Cellular:	Various
Stormwater:	City of Shoreline

SHORELINE PARKS & PROGRAM FACILITIES



1 Boeing Creek Open Space - 601 NW 175th St
2 Boeing Creek Park - 17229 3rd Ave NW
3 Brugger's Bog Park - 19553 25th Ave NE
4 Cromwell Park - 18009 Corliss Ave N
5 Darnell Park - 1125 N 165th St
6 Echo Lake Park - 1521 N 200th St
7 Hamlin Park - 16006 15th Ave NE
8 Hillwood Park - 19001 3rd Ave NW
9 Innis Arden Reserve - 17601 14th Ave NW
10 Interurban Trail - N 145th St to N 205th St
11 James Keough Park - 2301 N 167th St
12 Kruckeberg Gardens - 20312 15th Ave W
13 Meridian Park Open Space - 16765 Wallingford Ave N
14 North City Park - 19201 10th Ave NE
15 Northcrest Park - 827 NE 170th St
16 Paramount Open Space - 946 NE 147th St
17 Paramount School Park - 15300 8th Ave NE
18 Richmond Beach Community Park - 2201 NW 197th St
19 Richmond Beach Saltwater Park - 2021 NW 190th S
20 Richmond Highlands Park - 16554 Fremont Ave N
21 Richmond Reserve Open Space - 19101 22nd Ave NW
22 Ridgecrest Park - 108 NE 161st St
23 Ronald Bog Park - 2301 N 175th St
24 Shoreline Park/Pool - 19030 1st Ave NE
25 Shoreview Park - 700 NW Innis Arden Way
26 South Woods - NE 150th St & 25th Ave NE
27 Strandberg Reserve - 19101 17th Ave NW
28 Twin Ponds Park - 15401 1st Ave NE
29 Kayu Kayu Ac Park - 19911 Richmond Beach Dr NW
30 Sunset School Park – 17800 10TH AVE NE
31 Eastside Off-leash Dog Area – 1902 NE 150TH ST
32 RBSP Seasonal Off-leash Dog Area (open 11/1-3/15)
33 Shoreview Off-leash Dog Area – 320 Innis Arden WY

City of Shoreline Park Amenities
Parks and recreation facilities are available for use by the public whenever possible. Special use permits or scheduling the use of facilities is required for any community, special or private event involving more that routine use of a park or facility.

Facilities can be reserved by calling (206) 801-2600.

Please note the following:
- Park hours are dawn to dusk.
- Opening and/or consumption of alcoholic beverages in Shoreline parks is prohibited.
- Pets must be on leashes in all Shoreline parks except where posted. Pets not permitted on turf fields, tennis courts, playgrounds or in any building unless specifically permitted by posting.
- Trails are open to all non-motorized users with the exception of motorized wheelchairs, unless otherwise designated and posted.

		BASEBALL/SOFTBALL	BASKETBALL	(X) FORMAL GARDEN (*)PEAPATCH	HANDBALL	HORSESHOE PIT	OPEN SPACE/NATURAL AREA	OPEN WATER ACCESS	PICNIC AREAS	PLAYGROUND	PUBLIC ART	(X) RESTROOM (^) SANI-CAN	SKATE PARK	SOCCER	TENNIS	TRAILS
1	Boeing Creek Open Space – 601 NW 175TH ST						x									x
2	Boeing Creek Park – 17229 3RD AVE NW						x		x							x
3	Brugger's Bog Park – 19533 25TH AVE NE								x	x						x
4	Cromwell Park – 18030 Meridian AVE N	x	x				x		x	x	x	x		x		x
5	Darnell Park – 1125 N 165TH ST						x									x
6	Echo Lake Park – 1521 N 200TH ST							x	x		x	x				x
7	Hamlin Park – 16006 15TH AVE NE	x				x	x		x	x	x	x				x
8	Hillwood Park – 19001 3RD AVE NW	x				x			x	x		x		x	x	
9	Innis Arden Reserve Open Space – 17701 15TH AVE NW						x									x
10	Interurban Trail – Adjacent to Aurora AVE N (145TH & 205TH ST)										x					x
11	James Keough Park – 2350 N 167TH ST		x							x				x		
12	Kruckeberg Botanic Garden – 20312 15th AVE NW			x					x		x	x				x
13	Meridian Park Open Space – 16765 Wallingford AVE N						x		x							x
14	North City Park – 19201 10TH AVE NE						x									x
15	Northcrest Park – 827 NE 170TH ST						x			x						x
16	Paramount Open Space – 946 NE 146TH ST						x									x
17	Paramount School Park – 15300 8TH AVE NE	x							x	x		x	x	x		x
18	Richmond Beach Community Park – 2201 NW 197TH ST								x	x		^		x	x	x
19	Richmond Beach Saltwater Park – 2021 NW 190TH ST						x	x	x	x	x	x				x
20	Richmond Highlands Park – 16554 Fremont AVE N	x							x	x		x		x		
21	Richmond Reserve Open Space – 19101 22ND AVE NW						x									
22	Ridgecrest Park – 108 NW 161ST ST	x			x							^				
23	Ronald Bog Park – 2301 N 175TH ST			x			x		x		x					x
24	Shoreline Park – 19030 1ST AVE NE								x	x	x	x		x	x	x
25	Shoreview Park – 700 NW Innis Arden WY	x					x		x	x		x		x	x	x
26	South Woods – 2210 NW 150TH ST						x									x
27	Strandberg Preserve Open Space – 19101 17TH AVE NW						x									x
28	Twin Ponds Park – 15401 1ST AVE NE			x *	x		x		x	x		x		x	x	x
29	Kayu Kayu Ac Park – 19911 Richmond Beach DR NW								x	x	x	x				x
30	Sunset School Park – 17800 10TH AVE NE	x	x						x	x		^				x
31	Eastside Off-leash Dog Area – 1902 NE 150TH ST											^				
32	RBSP Seasonal Off-leash Dog Area (open 11/1-3/15)							x				x				
33	Shoreview Off-leash Dog Area – 320 Innis Arden WY											^				

City of Shoreline
2018 Budget Calendar

BUDGET PROCESS DESCRIPTION	Feb.	Mar.	Apr.	May	Jun.	July	Aug.	Sep.	Oct.	Nov.
Carryover Process Begins										
Council Planning Retreat										
CIP Project Updates by Project Managers										
Update of CIP and 10 Year Financial Sustainability Plan Provide to Council										
Administrative Services Department (ASD) Develops Initial 2018 Revenue Forecast										
ASD Staff Provides Budget Training Session and Delivers Base Budget Targets										
Departments Submit Current Year-End Projections, 2018 Budget Requests, and 2018 Budget Change Proposals										
Project Managers Finalize CIP Project Updates and Requests for New Projects										
ASD Reviews New CIP Project Requests and Potential CIP Funding Sources										
ASD Updates 2018 Revenue Estimates										
ASD Reviews Department Requests for Funding and Meets with Each Department										
CIP Coordination Team Reviews CIP										
City Manager Meets with Department Staff to Review Budget Proposals and the CIP										
Leadership Team Reviews and Ranks Supplemental Requests										
City Manager finalizes the Proposed CIP										
City Manager finalizes Preliminary Budget										
2018 Proposed Budget and Proposed CIP Update to City Council										
Preliminary Budget Document Prepared, Printed and Filed With City Clerk and Presented to the City Council (at Least 60 Days Prior to the Ensuing Fiscal Year)										
City Council Conducts Workshops and Public Hearings on the Preliminary Budget										
Council Holds a Public Hearing on the 2018 Property Tax Levy and Adopts the 2018 Property Tax Levy										
Preliminary Budget Modified per Council Direction										
Final Budget and CIP Adoption										

BUDGET PROCEDURES AND PROCESS

Operating Budget Procedures and Amendments Process:

The City's budget procedures are mandated by Chapter 35A.33 of the Revised Code of Washington. The budget, as adopted annually by the City Council, constitutes the legal authority for expenditures. The budget covers the fiscal year from January 1st to December 31st. The City's budget is adopted at the fund level. Expenditures during the year may not legally exceed the total appropriation within any specific fund.

Budgets are appropriated and adopted for all of the City's funds. All fund budgets, with the exception of the capital funds, are adopted on an annual basis. Calendar year budgets are adopted by the City Council for the General Fund, Special Revenue, Debt Service, Capital, and Internal Service funds. Total project budgets are approved by the City Council when the six-year Capital Improvement Plan (CIP) is adopted; however, budgets for the capital funds are appropriated annually for that year's portion of each capital project. For operating funds, all appropriations lapse at year-end. Programs or projects that need to continue into the following year may be included in the annual re-appropriation process. This process allows budget authority to be carried forward into the new fiscal year for any commitments that have been made for purchases or contracts that were not completed in the prior year.

Budget Transfers and Amendments

The City Manager is authorized to transfer appropriations during the fiscal year, between department and programs within the same fund. Any revisions that change the total expenditures of a fund or that affect the number of authorized employee positions, salary ranges, hours, or other conditions of employment must be approved by the City Council. The budget is typically only amended during the year to provide for new grant or other revenue sources or for program developments and new opportunities that occur.

Basis of Accounting

Basis of accounting refers to when revenues, expenditures, expenses, transfers and the related assets and liabilities are recognized, recorded and reported in the financial statements. The full accrual basis of accounting is used for proprietary or internal service funds. This includes the Utility Funds, Vehicle & Operations Fund, Equipment Replacement Fund and the Unemployment Fund. Under this method, revenues are recognized when earned, and expenses are recognized when incurred.

The modified accrual basis of accounting is used by governmental, expendable trust and agency funds. This includes all other city funds. Revenues and other financial resources are recognized when they become susceptible to accrual, i.e., when the related funds become both measurable and available to finance expenditures of the current period. To be considered "available", revenue must be collected during the period or soon enough thereafter to pay current liabilities. For example, property taxes and other taxpayer assessed revenues due for the current year are considered measurable and available and therefore as revenues even though a portion of the taxes may be collected in the subsequent year. Licenses, fines, and miscellaneous revenues are recorded as revenues when they are received in cash because this is when they can be accurately measured. Investment earnings are accrued as earned. Expenditures are considered as a liability when they are incurred. Interest on long-term debt, judgments and claims, and compensated absences are considered as a liability when they are paid.

Basis of Budgeting

In some cases, the City prepares the annual budget using a different basis than is used for accounting. The budgeting basis differs by fund type. Budgets are prepared for Governmental Funds (General Fund and Street Fund) on a modified accrual basis which coincides with the period that revenues are expected to be received and expenses are expected to be incurred. This allows the budget to be directly compared to the fund operating statements in the City's annual financial report. The Surface Water Utility Fund and the Internal Service Funds are also budgeted on a modified accrual basis, which is based upon when revenues are earned, but are depicted in the operating statements using an accrual basis; therefore these funds are not directly comparable.

The Annual Operating Budget Process

The budget process is a continuous cycle that includes the following phases of budget development and monitoring: City Council's Annual Planning Retreat, Leadership Team's Annual Planning Retreat, City Manager's Proposed Budget, City Council budget review and formal adoption, ongoing monitoring of expenditures and revenues, and any required budget adjustments/amendments due to additional revenues or new opportunities.

The City typically utilizes an incremental budgeting approach that assumes, for most functions of government, that the current year's budget is indicative of the base required for the following year. Any increases are incremental and based on need as defined by the organization's budget policies, emerging issues, Council goals, and available resources.

This incremental process recognizes that most mandated functions will not likely change from year to year. Therefore, the major emphasis of the budget analysis and decision-making is focused around Council priorities and requested increases in funding rather than ongoing mandated functions.

The budget development phase begins in March/April with the Council Planning Retreat. During the retreat, the City Council reviews their Council Goals and action steps and updates for the upcoming two year period. They also review the City's long-term financial outlook to respond to any major changes in the City's financial position. Every other year, the City surveys its citizens to gather their priorities. During the retreat, the Council uses input from the citizen survey and various advisory boards to help establish their priorities for the upcoming year.

In April/May, the Leadership Team reviews the City's current financial condition. The City's organizational goals are regularly reviewed and updated. Other emerging issues are identified, prioritized and may be added to the work plan. In conjunction with review of the City's financial condition, the Leadership Team begins formulating plans to implement Council goals for inclusion in the next year's budget.

During June, the Administrative Services Department (ASD) provides an update of the City's Ten Year Financial Sustainability Plan to Council which includes a preliminary forecast for the current year and the upcoming budget year.

In June ASD also conducts a formal training process for the departments to explain the budget instructions, the budget preparation system, and to answer any questions prior to the departments beginning their base budget development.

In June and July, the departments develop their base budgets and prepare requests for new staff, programs, or significant increases to their current year budget that will address emerging issues and other operational needs. In their requests, the departments identify the problem that they are trying to address, the recommended solution, implementation plan, projected cost and expected outcomes. ASD conducts an analysis of the departmental base budgets and the revenue outlook for the coming year to determine the availability of funds for any new initiatives. These budget requests are submitted to ASD by the end of July.

In August, ASD meets with each of the departments to discuss their current budget, new Council goals, year-end projections, organizational/department goals, and their budget requests for the next fiscal year.

In August, the City Manager meets with each department to review their budget requests. The Leadership Team meets to review and rank the Supplemental Requests from a citywide perspective based on each request's ability to meet Council and City Manager priorities. In August and September, the City Manager incorporates Leadership Team recommendations on Supplemental Requests in the development of preliminary budget recommendations.

The City Manager presents a preliminary view of the budget to Council in September for their review and input. Based on City Council policy and program input, the City Manager and ASD finalize the City Manager's Proposed Budget and it is formally presented to the City Council in mid-October. Copies of the budget are made available to the public in the City's libraries, City Hall, and at Council meetings and workshops.

In November, the City Council holds workshops on the proposed budget to receive input from the public and budget presentations from City departments, to discuss priorities and options, and to make final adjustments and decisions on the budget.

Also in November, the City Council holds two formal public hearings, one on the setting of the annual property tax levy and one on the next year's budget. Following these hearings, the City Council adopts the property tax ordinance and the annual budget.

After the budget is adopted, the City enters the budget implementation and monitoring phase. Throughout the year, expenditures are monitored by ASD and department directors to ensure that funds are used as intended. ASD provides quarterly financial updates to the City Council to keep them current with the City's financial condition. Any budget amendments made during the year are adopted by a City Council ordinance.

Once the fiscal year begins, budget amendments may be required to increase adopted appropriation levels. In February, departments may request to carryover committed funds from the prior year to be used to complete operating or capital project work that is not included in the new fiscal year budget. These requests may be included in the re-appropriation budget ordinance that is presented to the City Council in March.

The Capital Improvement Plan is updated and adopted each year in November along with the operating budget. The plan can contain changes to project budgets in the current year. Therefore, a budget amendment may be presented to the City Council along with the CIP to revise the project appropriations.

Throughout the year, as circumstances require, other budget amendments may be presented to the City Council to address issues that arise outside of the normal budget process.

The Annual Capital Improvement Plan Process

Each year the City Council adopts a six-year Capital Improvement Plan (CIP). The City has developed a Parks, Recreation and Open Space (PROS) Plan; a Transportation Master Plan (TMP); and a Surface Water Master Plan. These plans identify problems, prioritize needs and develop long-term solutions that are in line with community priorities and City resources. These plans are updated and formally adopted by Council every seven years. The City has also developed a Facility Maintenance Schedule for the city's major public buildings and a maintenance schedule for the repair and replacement of parks and recreation facilities. These plans and maintenance schedules guide the development of the CIP.

The annual CIP process begins in April. The status of current projects and funding sources is reviewed. Adjustments to estimated costs and project timing are made as necessary. Estimated project costs for future years are based upon current year cost plus estimated inflation. Future grant revenue estimates are based upon anticipated funding requests to granting agencies. Revenue estimates may be adjusted as more concrete information is received on specific grant awards.

In May, departments also begin to develop requests for new capital projects for inclusion in the upcoming Capital Improvement Plan. Proposed projects are developed in conjunction with the City Council priorities and input from citizens and City advisory boards.

A preliminary view of the CIP is presented to Council in June to receive Council input on new projects and Council priorities.

In June and July, departments complete their CIP project updates and new requests and submit them to ASD for review. Once ASD completes its review, the proposed CIP is presented to the CIP Coordination Team. The CIP Coordination Team reviews and prioritizes the proposed CIP and submits a recommended CIP to the City Manager. The Team evaluates projects and selects those with the highest priority based on input from citizens, project stakeholders, advisory committees and City Council goals.

The City Manager finalizes the proposed CIP in September and provides a preliminary view to Council. The CIP is formally submitted to the City Council in October along with the operating budget. The Council holds a public hearing to receive public comment on the proposed CIP and adopts the CIP in November at the same time as the operating budget.

An appropriation for the first year of the adopted CIP is included in the proposed budget. This first year appropriation may be modified from what was included in the adopted CIP if changes occur in the City's financial condition during the interim period or as projections are finalized.

GENERAL BUDGET POLICIES

Excerpted from the City's Financial Policies, which can be found in the Appendix of this document.

These general budget policies are the basis on which staff develops budget recommendations and establishes funding priorities within the limited revenues the City has available to provide municipal services.

- No Operating Deficit (*Balanced Budget*): Current revenues will be sufficient to support current expenditures. Revenue estimates will be realistic and debt financing will not be used for current operating expenses.
- Resources Greater than Budget Estimates: Resources (fund balance) greater than budget estimates in any fund shall be considered "one-time" resources and shall not be used to fund ongoing service delivery programs.
- Budget Adoption Level: Budget adoption by the City Council shall be at fund level. Any changes in appropriations at fund level require City Council approval.
- Necessary to Implement City Council Goals Identified in Annual Workplan: The City Council identifies specific goals as part of its work-plan, and departmental budgets should include adequate resources to accomplish those goals in the expected timeframes.
- Public Safety Protection: Public safety is a top priority, and as such, unmet needs in this area should have a priority over other service areas.
- Degradation of Current Service Levels: When increased service demands are experienced over a sustained period of time, resources should be provided to prevent service level degradation below an acceptable level.
- Investments that are Primarily Funded by Additional Fees or Grants: Programs and investments that are funded through a dedicated revenue source (i.e., non-tax revenue), that meet the goals of the City Council, will receive priority consideration.
- Investments that Delay Future Cost Increases: When practical, resources should be allocated for selective preventative investments that can be made to avoid even larger costs in the future.
- Investments that Forestall Adding Permanent Staff: Recognizing that personnel related expenditures represent the largest portion of the City's budget, methods to increase efficiency and effectiveness of the delivery of City services through technology improvements should receive priority funding if it can forestall the addition of permanent staff.
- Commitments that can Reasonably be Maintained over the Long-Term: Funding for new programs and services in operating funds should be limited to the extent that they can be reasonably funded over the near-to-long-term given the current revenue stream.
- Overhead and Full Cost Allocation: Department budgets should be prepared in a manner to reflect the full cost of providing services.
- Maintenance of Quality Service Programs: The City of Shoreline will offer quality service programs. If expenditure reductions are necessary as a result of changing economic status, selective service elimination is preferable to poor or marginal quality programs that are caused by across the board cuts.
- Distinguished Budget Presentation: The City will seek to comply with the suggested criteria of the Government Finance Officers Association in producing a budget document that meets the Distinguished Budget Presentation program criteria as policy document, as an operations guide, as a financial plan, and as a communication device.

This page has been intentionally left blank.

CITY OF SHORELINE

TRANSMITTAL LETTER

This page has been intentionally left blank.

Total Budget: $79.9 million

Operating Budget: $48.9 million

Capital Budget: $16.5 million

Utility Budget: $9.2 million

Other Budgets: $5.3 million

General Reserves: $14.0 million

General Fund Ending Fund Balance: $8.6 million

Population: 55,060

AA+ Bond Rating

S&P Financial Management Rating of "Stable"

22 years of Unqualified (clean) Audit Opinions

GFOA Budget Award for 18 consecutive years

93% of residents believe that Shoreline is an excellent or good place to live

October 9, 2018

Honorable Mayor Roberts and Members of City Council
Residents and Stakeholders of the City of Shoreline

Dear Mayor Roberts and City Councilmembers:

We are pleased to present the City's 2018 Proposed Budget. This budget represents the results of thoughtful direction provided by the City Council along with the dedicated efforts of the Department Directors and City staff members. The 2018 Proposed Budget is scheduled for City Council review during several upcoming meetings in October and November, 2017, and will be presented for final adoption on November 20, 2017.

The City's budget is used as a planning and policy document, estimating future City revenues and expenditures and allocating resources to accomplish community and Council priorities. It serves to guide the City's operations and capital programs from a fiscal perspective for the upcoming year. The budget is prepared on a fund by fund basis. Each fund accounts for different services and activities.

Shoreline adheres to generally accepted accounting principles (GAAP) applicable to governments. Shoreline uses proprietary funds to account for the surface water utility and, beginning in 2017, wastewater operations, in addition to certain internal service activities (fleet, equipment, and unemployment management activities). Other activities are recorded in governmental funds (General Fund, Capital Services Funds, Debt Service Funds, etc.) All City funds are included in the 2018 Proposed Budget and each fund is described in more detail at the beginning of each fund section.

SUMMARY OF THE 2018 PROPOSED BUDGET

Council Goals and Community Priorities

As a planning and policy document, one fundamental purpose of the City's budget is to allocate resources that support the community's vision and priorities. The 2016 Shoreline citizen survey reported that 93% of residents believe that Shoreline is an excellent or good place to live. 66% of residents trust that the City is spending their tax dollars responsibly.

Each year the Council adopts goals and action steps identifying the most important items for the City to accomplish over the next 18 to 24 months. The 2018 Proposed Budget allocates resources that staff members use to successfully accomplish these key goals. Following is a list of the Council's 2017-2019 goals that are funded in the 2018 Proposed Budget. The Council 2017-2019 Council Goals and Workplan is provided as an attachment to this letter.

- **Goal 1: Strengthen Shoreline's economic base to maintain the public services that the community expects.**
- **Goal 2: Improve Shoreline's infrastructure to continue the delivery of highly-valued public services.**
- **Goal 3: Prepare for two Shoreline light rail stations.**
- **Goal 4: Expand the City's focus on equity and inclusion to enhance opportunities for community engagement.**
- **Goal 5: Promote and enhance the City's safe community and neighborhood programs and initiatives.**

Delivery of Public Services and Organizational Goals

Although much emphasis is placed on the accomplishment of City Council goals, the primary focus of the City's budget is to provide resources to deliver highly valued public services to the Shoreline community. This is the mission of the City organization. The 2016 citizen survey reflects a 67% satisfaction in the overall quality of City services with only 8% of residents being dissatisfied. 88% of respondents were satisfied with the quality of parks, programs, and facilities, and 74% with the quality of police services. The 2018 Proposed Budget includes the allocation of resources to support these key organizational goals:

2018 Budget Highlights

OPPORTUNTIES

A healthy economy and strong development activity is allowing the City to respond to growing demands and maintain service levels. The 2018 Proposed Budget includes the addition of a Canine Unit to the City's contracted police force, as well as staffing to support critical projects like

Sound Transit' Lynnwood Link Extension and the Shoreline School District's bond-funded construction projects. Staffing to support implementation of the proactive strategies identified in the 2017 Surface Water Master plan are also included. These additions are discussed in more detail later in this letter.

CHALLENGES

In spite of a healthy economy, including strong development activity, a hot housing market, low unemployment, and fiscal restraint, the City continues to project a gap between revenues and expenditures beginning in 2020. The challenge is the focus on sustaining service levels when costs continue to rise at a rate that exceeds projected revenue growth. Council has proactively implemented many actions to address the structural imbalance and continues to evaluate others strategies discussed later as part of the 10 year financial sustainability plan update. Maintenance of sidewalks, streets, and facilities are critical to maintaining service levels, and continue to be underfunded. Revenue options to address the underfunding are limited.

Additionally, local governments continue to be on watch for potential threats as a result of State and Federal legislation that may shift funding burdens to local governments through elimination of grant funding or shared allocation changes, increase costs through tax policy decisions, or impose unfunded mandates through regulatory actions.

Finally, we face a major challenge in meeting the citizens' expectations for capital investments. In 2016 and 2017, the City engaged the community in several major capital planning efforts surrounding transportations, sidewalks, parks, and facilities.

- Parks, Recreation and Open Space: In 2017, Council adopted an update to the City's Parks, Recreation and Open Space (PROS) plan. This plan, created with significant community involvement and support, prioritizes approximately $106 million dollars in parks and open space maintenance and enhancement projects, including the construction of a new community and aquatics facility and property acquisitions to support future park and open space demands. The plan estimates supporting revenue, including park impact fees, at $20 million. While the desired six year investment prioritized by the community is $106 million when adjusted for inflation, the proposed 2018-2023 CIP makes a very modest investment in the initial implementation of the adopted PROS plan, with the expectation that a voted bond measure will be necessary to fully execute the plan.

- Sidewalks: The City estimates that it has a sidewalk maintenance backlog of between $15-20 million, with annual funding programed at only $190,000 in 2018 and 2019 and increasing to $200,000 in 2020. Our Pedestrian System Plan includes an estimated $186 million of prioritized but unfunded new sidewalks. The City's Citizen Sidewalk Advisory Committee is working on a comprehensive review of that plan to ensure that the plan best meets the needs and interests of our community. When the committee finishes its work, we anticipate that they too will have some recommendations for funding that may require a public vote.

- Transportation: With the construction of two light rail stations in Shoreline, Council has recognized the opportunity to address transportation challenges on 145th, 160th, 185th, Westminster & 155th, and Richmond Beach Road. While the 2018-2023 CIP makes significant investment in the City's transportation system and takes advantage of granting opportunities, the need still outpaces the available revenue.

- Facilities: In 2017, staff began the work of creating a long range facilities maintenance plan. The plan will be completed in 2018 but clearly indicates the current level of capital investment in the City's Facilities is grossly underfunded. While planning is underway for long deferred improvements to the City's maintenance facilities, funding for those improvements has not been identified.

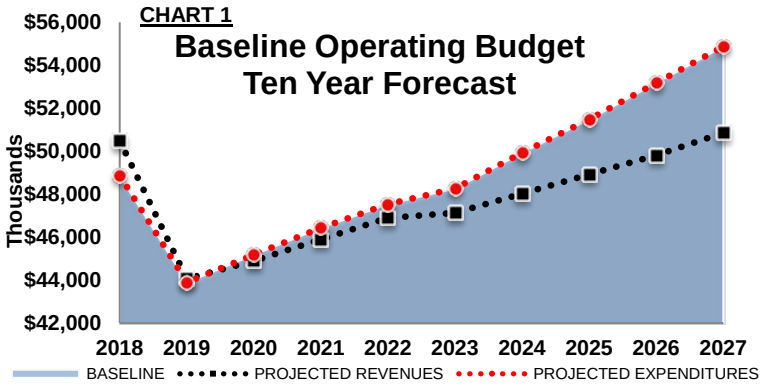
IMPROVING FINANCIAL CONDITION

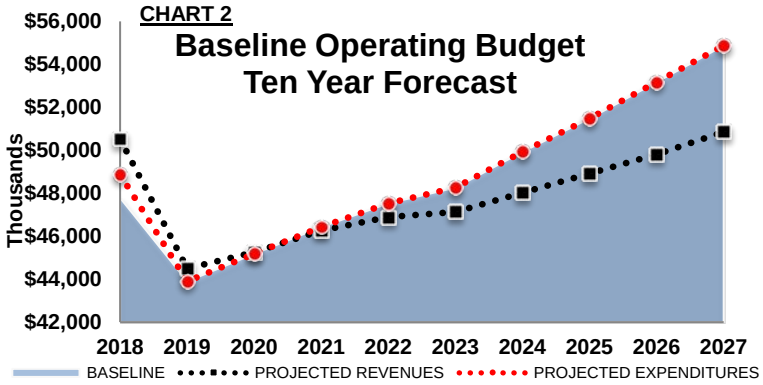
For operations, Shoreline's staff and City Council have proactively worked to address these challenges and sustain City Services. In 2014, the City engaged in a comprehensive process to plan for long term financial sustainability. The City Council adopted the 10-Year Financial Sustainability Plan (10 YFSP) at its June 16, 2014 Council Meeting. The 10 YFSP includes seven strategies to improve the City's ongoing financial position and uses the 10 Year Financial Sustainability Model (10 YFSM) to evaluate the impact of funding choices in the long-term to ensure fiscal sustainability. Thus far, 5 of the seven strategies approved by Council have been implemented. Council is evaluating the remaining two strategies, implementation of which has not been included in the 2018 Proposed Budget, replacement of the General Fund Contribution to the Roads Capital Fund and the potential implementation of a Business and Occupation Tax.

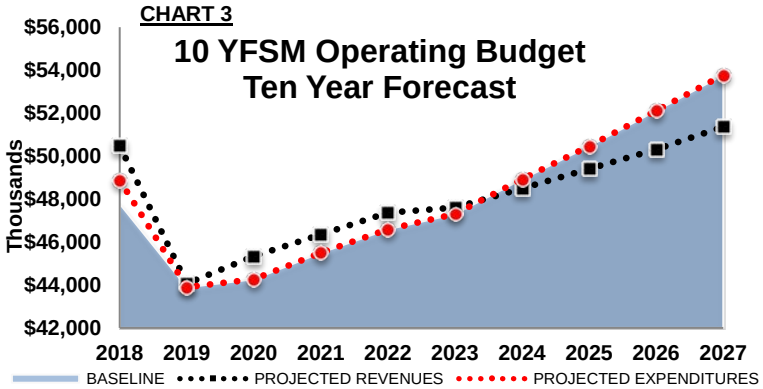
The updated 10 YFSM, reflected in Chart 1, includes all revenues and expenditures in the budget. Based upon this update the gap between revenues and expenditures is currently projected to occur in 2020.

As is discussed below, one-time permit revenue for the Shoreline School District's projects received in 2017 and 2018 will fund positions added in 2017 and proposed for 2018 through 2021. Chart 2 shows the allocation of that revenue across those years rather than being reflected in the year they were received. In this scenario there is a surplus in 2018 through 2020 and the projected gap occurs in 2021.

Chart 3 adjusts the third through tenth years to reflect the fact that, historically, the City tends to collect revenues at 101% of the budgeted amounts, and tends to expend money at 98% of the budgeted amounts.







2018 PROPOSED BUDGET OVERVIEW

The City maintains fully funded reserves that meet or exceed City policies. The City's Revenue Stabilization Fund ("rainy day reserve") totals $5.1 million, equal to approximately 30.2% of the City's economically sensitive operating revenues. This exceeds the 30% minimum established by the City Council. The 2018 Proposed Budget also provides a General Fund ending fund balance of $9.8 million as well as an operational contingency of just over $1 million. This exceeds the City Council's minimum policy requirement of $4.1 million. The City's total undesignated general reserves are estimated to total $14.9 million at the end of 2018.

As a result of the Council's strong financial policies, diligent financial management, and conservative budget planning, the City continues to maintain its AA+ bond rating and a Standard & Poor's (S&P) financial management rating of "stable." The City has a perfect record with 22 unmodified (clean) Audit Opinions, and has received 18 consecutive GFOA Distinguished Budget Presentation Awards.

REVENUES

Budgeted 2018 revenues for all funds total $69.4* million. This is an $11.7 million (14.4%) decrease from the 2017 Current Budget. This is the net result of changes to various funds as noted in the following discussion:

- Operating Funds' revenues are budgeted at $43.3* million. This is a 1.3% increase over the 2017 Current Budget. This is primarily the result of increases in projected property tax and sales tax collections.

- Debt Service Funds' revenues are budgeted at $2.0* million. This is a 1.7% decrease from the 2017 Current Budget. The three funds are budgeted so that revenues are approximately equal to actual debt service principal and interest payments each year. The City repays the 2006 General Obligation Bond Fund (Parks Bonds) through a separate property tax levy.

- Capital Funds' revenues are budgeted at $10.3* million. This is a 30.8% decrease from the 2017 Current Budget. The primary reason for the change is a significant decrease in Federal Surface Transportation Program funds programmed in the Capital Improvement Plan due to fewer construction phased projects qualifying for this funding.

- Surface Water Utility Fund revenues are budgeted at $10.3* million, inclusive of Surface Water Fees at $5.4 million (+27%) and a $4.7 million bond issue, altogether representing a 118% increase from the 2017 Current Budget. This change is due to the implementation of the 2017 Surface Water Master Plan's Proactive Management Strategy and is discussed in another section of this letter. The annual increase for a single family residential home is $45.

- Wastewater Fund is budgeted at $2.3 million, an 85.4% decrease from the 2017 Current Budget. This is the result of the change from a full assumption for Ronald Wastewater District (RWD), which required the full year of RWD's budget to be adopted for 2017, to an operating services agreement which only reflects reimbursement of the operational costs of operating the wastewater system for RWD.

- Internal Service Funds' revenues are budgeted at $1.0* million, a 25.2% increase over the 2017 Current Budget. This increase was primarily driven by the addition of Wastewater vehicles future replacement as well as adjustments for market changes for existing City fleet to ensure adequate replacement is available when the vehicles are due to be replaced.

  *Note: *Amounts shown exclude interfund transfers and use of fund balance.*

EXPENDITURES – OVERVIEW

Budgeted 2018 expenditures for all funds total $79.9 million. This is a $28.5 million (26.3%) decrease from the 2017 Current Budget, primarily due to the Wastewater budget change. When wastewater is excluded the change is a decrease of $12.7 million or (14.1%). The primary reasons for this change are a $10.6 million decrease in the capital funds, $1.0 million decrease in the City's operating funds, and a $0.7 million increase in the Surface Water Utility Fund.

The City's proposed operating budget (focusing on the General Fund and Street Fund) totals $48.9 million. This is a $1.0 million, or 2.1%, decrease from the 2017 Current Budget. The decrease is primarily due to the decrease in one-time projects such as replacement of the finance and human resources software system and contributions to capital projects. The 2018 proposed operating budget is balanced and complies with the City's adopted budget and financial policies.

Debt Service Fund expenditures are budgeted at $3.6 million, unchanged from the 2017 Current Budget.

Capital Fund expenditures are budgeted at $16.7 million. This is a 38.8% decrease from the 2017 Current Budget primarily as a result of a decrease in Roads Capital and General Capital Funds in 2018. These expenditures include transfers from the Transportation Impact Fees Fund and Park Impact Fees Fund that support capital projects in the Roads Capital Fund and General Capital Fund, respectively.

The Surface Water Utility Fund expenditures are budgeted at $6.9 million. This is an increase of 11.0% and is discussed in another section of this transmittal letter.

The Wastewater Fund expenditures are budgeted at $2.3M, a decrease of 87% due to the change in operating model as discussed earlier.

Internal Service Funds expenditures are budgeted at $1.3 million. This is a 3.6% increase from the 2017 Current Budget. Compared to 2017, fewer vehicles are up for replacement, more work on public art projects is slated to occur, and the vehicle operations fund will be transferring fund balance of which it has no need back to the General, Street, Roads Capital and Surface Water funds.

EXPENDITURES – STAFFING

The City continues to work to align staff positions with long term community service expectations, City Council goals, and the City's ongoing work plan. As such, the 2018 Proposed Budget increase the total number of regular full-time equivalent (FTE) positions in the City's personnel complement by 8.20 FTE. This number includes the conversion of three positions identified as on-going extra help to regular positions, both a City Manager and City Council priority. It also

includes several positions necessary to support priority projects, some with dedicated funding, as well as those needed to support the Surface Water Master Plan as discussed below.

Extra Help Conversion: The functions of the following positions have been performed by Extra Help positions in recent years. The primary difference between a regular and extra-help position is ongoing regular work versus a seasonal, temporary or intermittent need for service. Extra-help positions, for the most part, do not qualify for health or retirement benefits. The functions performed have been necessary to ensure the efficient delivery of services. Staff had also been reviewing capacity that would come with the Ronald Wastewater District (RWD) assumption over the last two years, and has determined that there would not be capacity from the unification of RWD and the City to fulfill the demand for these positions. Given the on-going nature of the need for these positions, the City Manager is recommending that the position be filled by regular benefited employees. These positions have been funded through the General Fund for the past two years.

- *1.00 FTE GIS Technician* (General Fund: $90,500): The City has been utilizing one-time funding for extra help for GIS support for the asset management system (Cityworks) until the staff capacity resulting from assumption of Ronald Wastewater District could be fully analyzed. The Wastewater Utility staffing model developed shows there is no capacity to absorb the City's GIS support needed to update Cityworks assets in the GIS database, as well as provide support to the City's other geospatial requests (research, maps, etc.). The net additional cost to the General Fund in 2018 for this position is $34,197.

- *0.50 FTE IT Systems Specialist* (General Fund: $51,200 ongoing): The Administrative Services Department has utilized one-time funding for Extra Help since 2015 to address a work backlog and current workload demand. The addition of the 0.50 FTE IT Systems Specialist will provide stability, consistency, and speed to the delivery of critical desktop services to enable other City staff to perform their job functions. This position is budgeted in 2018 with a January 1 start date. The net additional cost to the General Fund in 2018 for this position is $7,780.

- *0.50 FTE Public Disclosure Specialist* (General Fund: $41,500): In 2015, the City experienced a significant increase in public records requests, and the workload has remained constant. In 2016 and 2017, one-time extra help was utilized to help address the increased volume of public records requests, which has improved the City's response time on complex requests and has allowed the City Clerk time to work on other essential duties. This request will provide the City with an appropriate staffing level to handle the volume of records requests and make it possible to perform thorough searches for responsive records, provide the fullest assistance to requestors, and deliver records in a timely manner. The position also allows the City Clerk's office to focus on process improvement and begin developing a mature records management program that addresses electronic records. This position is budgeted in 2018 with a January 1 start date. The net additional cost to the General Fund in 2018 for this position is $12,756.

Positions Necessary for Specific Projects: The following positions are needed to accomplish specific projects. While not all of them are term-limited, should the future demand for these positions diminish and supporting revenue not be available, the positions would be eliminated.

- *1.00 FTE Combination Inspector* (General Fund: $78,300 ongoing / $26,900 one-time funded through development permit/inspection agreements): Increased permit volumes

and complexity since 2012 and enhanced stormwater standards have resulted in performing more inspections. Additionally, the Shoreline School District will require one time inspection services for the replacement of three schools and one major remodel in 2018-2021. The City will also need inspection resources for the Lynnwood Link Extension project starting in mid/late 2018-2023. This resource would be supported by permit revenues. Start-up costs include a vehicle for the position. This position is budgeted in 2018 with an April 1 start date. The full annual cost for the position will be approximately $100,400.

- *1.00 FTE Construction Inspector* (General Fund: $86,700 ongoing / $30,400 one-time – funded through Sound Transit Expedited Permitting and Reimbursement Agreement): Additional right-of-way (ROW) construction inspection resources are needed to provide inspection of Sound Transit (ST) construction activities. The cost of this position will be covered by the current ST Expedited Permitting and Reimbursement Agreement and an anticipated amendment or separate agreement with ST for construction services staffing from spring 2018 through 2022 or early 2023. Construction of the light rail system is currently planned to start in spring of 2018 and is estimated to require 1.00 FTE of ROW construction inspection services starting in spring of 2018 for inspection of work within the City ROW related to construction of the light rail system. Based on the length of the construction activity and the anticipated future need due to increased development and capital construction this position is being requested as a permanent FTE in Public Works and not a term-limited position. Start-up costs include a vehicle for the position. This position is budgeted in 2018 with an April 1 start date. The full annual cost for the position will be approximately $111,500.

- *Financial System Replacement Backfill – 1.00 FTE Staff Accountant* (Term-Limited through 12/31/2019; General Fund: $103,800): This creates a limited term position for a limited term employee who has been underfilling the Finance Manager vacancy. With the transition of Ronald staff the Finance Manager position will be filled and a limited term position is necessary to continue this important backfilling function. In essence this action is needed to make sure the FTE count that will exist in 2018 is authorized. The work in 2018 will focus on backfill support to Accounting and Budget staff during the implementation of the Financial and Human Resources system (e.g., routine operations, business process improvements, system configuration and testing, etc.). The position is anticipated to be necessary through the system stabilization period, possibly into 2019 if project budget is available. The costs for this position are fully supported within the existing project budget funded with the use of General Fund fund balance.

<u>Surface Water Master Plan and Public Works Staff reallocation</u>: In the 2018 Proposed Budget, Public Works is reallocating existing staff between funds to better represent the actual allocation of work. In addition to the reallocation, which is explained in the various Department and Fund pages with the net impact reflected in the staffing summary, the following new FTE's are being requested:

- *1.00 FTE Public Works Maintenance Worker II* (General, Street and Surface Water Funds: $35,900 new ongoing costs / new total ongoing is $89,900 / $1,950 one-time): Street and surface water maintenance staffing levels have remained unchanged since 2012. However, during this time period work priorities and focus of the work group has changed as a result of external regulatory drivers, standard practices and internal initiatives to implement asset and computerized maintenance management programs (Cityworks). These considerations are directing work efforts to specific activities resulting in fewer

productive hours available to apply to other equally important work activities. This position is allocated 20% in the General Fund, 60% in the Street Fund, and 20% in the Surface Water Fund. This position is also associated with delivery of the proactive management strategy of the 2017 Surface Water Master Plan (staff report available here: http://cosweb.ci.shoreline.wa.us/uploads/attachments/cck/council/staffreports/2017/staffreport080717-9a.pdf). The full annual cost for this position will be approximately $89,900 with $54,000 offset by specific reductions in the operating budgets of the General ($17,000), Street ($20,000) and Surface Water ($17,000) funds.

- *1.00 FTE Public Works Sr. Maintenance Worker* (Street and Surface Water Funds: $98,600 ongoing / $33,500 one-time): This position is associated with delivery of the proactive management strategy of the 2017 Surface Water Master Plan (staff report available here: http://cosweb.ci.shoreline.wa.us/uploads/attachments/cck/council/staffreports/2017/staffreport080717-9a.pdf) and is allocated 10% in the Street Fund and 90% in the Surface Water Fund. Start-up costs include a vehicle for the position.

- *1.00 FTE Engineering Technician* (Surface Water Fund: $94,600): This position is associated with delivery of the proactive management strategy of the 2017 Surface Water Master Plan (staff report available here: http://cosweb.ci.shoreline.wa.us/uploads/attachments/cck/council/staffreports/2017/staffreport080717-9a.pdf) and is allocated 100% in the Surface Water Fund.

- *1.00 FTE Engineer 1 – Surface Water* (Surface Water Fund: $123,800): This position is associated with delivery of the proactive management strategy of the 2017 Surface Water Master Plan (staff report available here: http://cosweb.ci.shoreline.wa.us/uploads/attachments/cck/council/staffreports/2017/staffreport080717-9a.pdf) and is allocated 100% in the Surface Water Fund.

Part Time Position Adjustments: Further evaluation of the workload and need for the following positions revealed that a 0.60 FTE allocation is the more appropriate staffing level for each program.

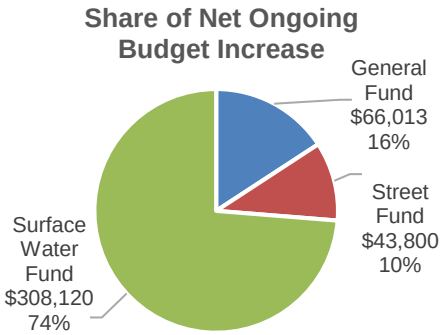
- *Increase of 0.10 FTE to Community Diversity Coordinator* (General Fund: $11,600): The increase of the position from 0.50 FTE to 0.60 FTE will allow for a constant level of service. As the Cultural Diversity Coordinator's program fills out the internal support aspects of the program, time spent flexing to attend, and production of ten to twelve outward facing events annually (such as Culture Share, Celebrate Shoreline or Immigration Forums), results in the need to be gone during typical work week hours.

- *Increase of 0.10 FTE to Administrative Assistant I (Spartan Recreation Center)* (General Fund: $8,700): This proposal will increase a 0.50 FTE Administrative Assistant I to 0.60 FTE. The 2016 budget provided for the conversion of extra-help to a 0.50 FTE to provide at least one regular staff position at Spartan Gym during all operating hours. As schedules were finalized it was determined that there was still a four hour gap on Saturdays without regular staffing coverage. The increase in the number of hours for this position will address this. This cost is offset by a $10,000 reduction to other line-items in the department's budget.

The table and Chart 4 below exhibit the funding sources for the proposed FTE additions and the net ongoing impact to the budget:

Funding Sources for FTE Additions

	Position	Funding Source	2018 One Time Cost	Ongoing Annual Cost	Offsetting Revenue / (Expenditure Reduction)	Net Ongoing Budget Increase / (Decrease)
Extra Help to FTE Conversion	1.00 FTE GIS Technician	General Fund - Extra Help Salaries & Benefits	$0	$90,500	($56,303)	$34,197
	0.50 FTE IT Systems Specialist	General Fund - Extra Help Salaries & Benefits	$0	$51,200	($43,420)	$7,780
	0.50 FTE Public Disclosure Specialist	General Fund - Extra Help Salaries & Benefits	$0	$41,500	($28,744)	$12,756
Project Funded	1.00 FTE Combination Inspector	General Fund - Shoreline School District Project Development Fees	$26,900	$78,300	$78,300	$0
	1.00 FTE Construction Inspector	General Fund - Sound Transit Expedited Permitting and Staffing Agreement	$30,400	$86,700	$86,700	$0
	1.00 FTE Term-Limited Staff Accountant (Financial System Repl. Project Backfill)	Financial System Replacement Project Budget (Use of General Fund Fund Balance)	$103,800	$0	$0	$0
Part-Time Adjustments	Increase of 0.10 FTE to Cultural Diversity Coordinator (Community Services)	General Fund - Ongoing Revenues	$0	$11,600	$0	$11,600
	Increase of 0.10 FTE to Administrative Assistant I (Spartan Recreation Center)	General Fund - Parks Operations Water Budget Reduction	$0	$8,700	($10,000)	($1,300)
Street Operations / Surface Water Master Plan	1.00 FTE Public Works Maintenance Worker II	General Fund (20%); Street Fund (60%); Surface Water Proactive Management Strategy (20%)	$1,950	$89,900	($54,000)	$35,900
	1.00 FTE Public Works Sr. Maintenance Worker	Streets/SWM Proactive Management Strategy	$33,500	$98,600	$0	$98,600
	1.00 FTE Engineering Technician	Surface Water - Proactive Management Strategy	$0	$94,600	$0	$94,600
	1.00 FTE Engineer 1 – Surface Water	Surface Water - Proactive Management Strategy	$0	$123,800	$0	$123,800



The history of the City's personnel compliment is shown in the *City of Shoreline Regular FTE Summary* table.

City of Shoreline Regular FTE Summary

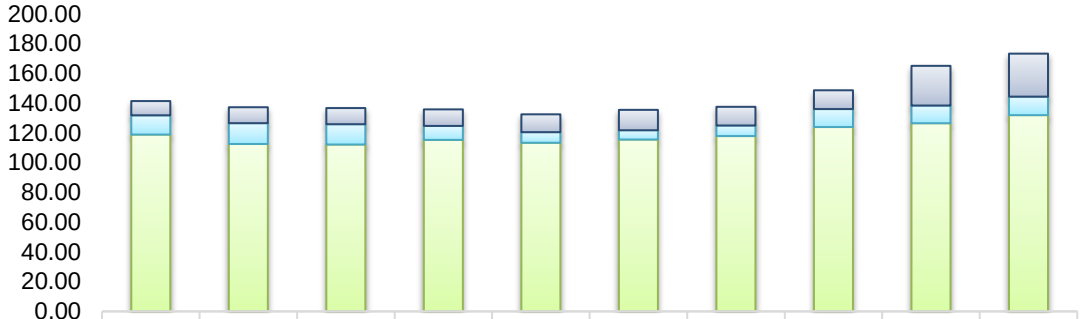
Department	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018 Prop.	2018 Changes
City Manager [b,c]	9.50	9.50	8.75	8.75	13.00	13.00	13.00	17.00	16.75	18.50	1.75
City Clerk	3.80	4.00	4.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Community Services [a]	9.68	8.68	8.68	10.18	8.68	8.68	8.68	8.68	8.68	8.78	0.10
City Attorney	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	0.00
Administrative Services [c,e,f]	18.20	18.50	18.70	21.20	21.20	21.20	21.45	21.45	21.45	24.65	3.20
Human Resources	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	0.00
Police	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Planning & Community Development [d]	27.00	24.35	24.35	20.45	20.00	20.00	21.00	22.00	23.00	24.00	1.00
Parks, Recreation & Cultural Services	27.30	27.30	27.30	27.80	27.68	28.68	29.48	30.60	31.30	31.40	0.10
Public Works [b]	29.43	28.29	28.14	30.38	24.00	24.30	25.45	30.38	31.31	31.14	(0.17)
Surface Water Utility	9.57	10.71	10.86	11.12	12.00	13.70	12.55	12.62	12.69	14.78	2.09
Wastewater Utility	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	14.00	14.13	0.13
Total FTE	**141.48**	**137.33**	**136.78**	**135.88**	**132.56**	**135.56**	**137.60**	**148.73**	**165.18**	**173.38**	**8.20**
Staffing for Sound Transit Lynnwood Link Extension Project [c]								4.00	3.75	4.75	1.00
Net FTE	141.48	137.33	136.78	135.88	132.56	135.56	137.60	144.73	161.43	168.63	7.20

a. Includes 0.50 FTE funded by the Emergency Management Program Grant since 2008
b. Reflects shift of staffing for ST Lynnwood Link Extension Project from Public Works to City Manager's Office since 2016
c. Excludes term-limited 1.00 FTE IT Projects Manager for 2016 - June 2019
d. Excludes term-limited 1.00 FTE Senior Planner for 2017 - 2019
e. Excludes term-limited 1.00 FTE Staff Accountant for 2018
f. Excludes term-limited 0.37 FTE increase for Finance Technician for 2017 - 2020

The following chart exhibits the changes in staffing levels for operating, capital, and utility funds since 2009:

CHART 9

City of Shoreline Regular FTE Summary by Fund Type



	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Utilities	9.57	10.71	10.86	11.12	12.00	13.70	12.55	12.62	26.69	28.91
Capital	12.95	14.00	13.65	9.39	7.11	6.24	7.11	12.09	11.91	12.45
Operating	118.96	112.62	112.27	115.37	113.45	115.62	117.94	124.02	126.58	132.02
Total	141.48	137.33	136.78	135.88	132.56	135.56	137.60	148.73	165.18	173.38

In 2018, Shoreline will have 2.6 FTEs per 1,000 population for non-utility personnel.

EXPENDITURES – POLICE CONTRACT ONGOING PROGRAM CHANGE

The City Manager is recommending inclusion of a K9 Deputy and police dog (K9 unit) in the 2018 Proposed Budget, an ongoing cost increase of $196,800 and one-time cost of $16,000. This change, along with other routine cost changes results in a $442,000 (3.9%) increase in the contract with King County for Police services.

Shoreline Police Department serves a population of 55,060 residents but does not have a K9 Unit. The City has not added a new police position since 2007. Since 2013, we have seen police response times for Priority X calls increase by 1.26 minutes and calls for service have increased by 21.0%. Currently, when a K9 is needed for tracking a suspect, building searches, narcotics detection, etc., it calls for a King County Sheriff's Office (KCSO) K9. There is usually a significant delay in the response from a KCSO K9 unit as they are typically responding from the Precinct-4 area (Burien) or Precinct-3 area (Maple Valley). Shoreline also uses K9 units from Edmonds PD and Lynwood PD when appropriate and available. The longer the response time, the more difficult it is to hold containment and make an arrest.

A Shoreline K9 unit would add an FTE to the staffing of Shoreline PD, drive a marked Shoreline police vehicle and wear a Shoreline uniform. The officer would likely work a late dayshift, early swing-shift hours when activity is high and a timely response is beneficial. When not performing K9 duties the officer would handle typical calls for service adding capacity to patrol staffing levels. The addition of the K9 unit would increase the number of uniformed officers from 49 to 50 and bring us closer to our goal of one officer per 1,000 residents with a ratio of 1:1,101 (one per 1,101 residents).

The K9 would be cross trained for tracking and narcotics detection. Ideally we will want to select a dog that is social and can be used to enhance public relations at certain events. The K9 unit would assist other cities under mutual aid; however, we would set parameters to keep the unit close and available to serve Shoreline.

EXPENDITURES – ADDITIONAL ONGOING PROGRAM COSTS

Other significant changes in 2018 costs include the following:

- Significant Salary increases include:
  - $122,000 increase for anticipated step increases for eligible employees per the City's compensation plan;
  - $366,000 increase from 2.7% cost of living adjustment per the City's compensation policy; and
- $109,000 increase in cost of benefits due to mandated State retirement employer contribution increases, health benefit cost increases and benefit impacts from the cost of living adjustment.
- $130,000 in contingency for adjustments to extra help salary table to address legislatively required changes to minimum wage and other cost impacts that have not been fully evaluated.

EXPENDITURES – ONE-TIME FUNDING SUMMARY

One-time and ongoing supplemental requests are proposed only after analyzing the impacts that they might have on the 10 YFSM as discussed above. Supplemental requests to support Council priorities that are included in the 2018 proposed operating budget are summarized below:

Category	One-Time	% of Operating Budget
Implementation of Council Goals	$191,000	
Maintenance of City Assets and Operational Efficiencies	$395,596	
Technology Investments	$115,475	
Personnel Support Requests	$176,052	
Totals	**$878,123**	
Use of Fund Balance	**$878,123**	**1.80%**

One-time supplemental requests are funded from the use of available fund balance at the end of 2017. In addition to the items listed above, the 2018 Proposed Budget includes transfers of $2.2 million from the General Fund to support specific projects in the 2018 Capital Improvement Program. These were previously programmed to occur in 2017 but delayed per the 2018-2023 CIP. Ongoing items are funded from ongoing revenues.

EXPENDITURES – CAPITAL OUTLAY

As discussed above, the 2018 Proposed Budget for the General Capital, City Facilities-Major Maintenance and Roads Capital funds totals $16.5 million. Significant projects making up this total include:

• 145th and I5 Interchange	$ 2.5
• Road Surface Maintenance Program	2.3
• Police Station at City Hall	1.7 M
• Turf & Lighting Repair and Replacement	1.7
• 175th - Stone Ave to I5	1.6
• 145th Corridor- 99 to I5	1.4
• 185th Corridor Study	0.4
• Meridian Ave N & N 155th St Signal Improvements	0.4
• 147/148th Non-Motorized Bridge	0.3
• City Maintenance Facility	0.3
• Complete Streets	0.3
• Richmond Beach Re-channelization	0.3
• 15 Other Projects	3.3
Total	$ 16.5 M

SURFACE WATER UTILITY FUND

Through a complex array of drainage ditches, detention structures, lift stations, underground collection and transmission pipes, etc., the City has greatly improved its ability to discharge quality water to Puget Sound during normal flow, low flow, and storm flow events. In addition, before incorporation storm events often resulted in flooding conditions throughout large areas that became the City of Shoreline. Since incorporation, the City's efforts have minimized flooding to localized and rare occurrences.

In 2016, the City began the update of the 2011 Surface Water Master Plan (SWMP), which will be adopted in 2017. The SWMP provides a long range plan for the Surface Water Utility to ensure the viability of the surface water management program in the future. Council considered three levels of service, minimal, proactive, and optimal and directed staff to evaluate and propose a plan and rates that support a proactive strategy for the utility. Both the costs and associated revenues, including a residential rate increase of approximately $45 per year, included in the budget support the Proactive Management Strategy.

With the rate increase necessary to support the proactive strategy and bond proceeds to fund capital projects in 2018 through 2020, the Surface Water Utility billings along with other sources are budgeted to generate almost $10.3 million in 2018 (net of transfers). This is a $5.6 million (118%) increase from the 2017 Current Budget. The Surface Water Utility Fund expends money for both operating and capital needs. This makes the Surface Water Utility unique from other City operations.

The 2018 Proposed Budget appropriates $6.9 million in expenditures. Of this total, $4.3 million are operating expenditures, $1.6 million are capital expenditures, and $1.0 million are debt service expenditures. In the operating category, the $4.3 million budget is increased by $1.4 million from the 2017 Current Budget. Capital expenditures reflect a $1.1 million decrease from the 2017 Current Budget. With the majority of 2019 projects focused on repair and replacement

and planning for future major projects. The difference between revenues and expenditures will be maintained in fund balance to fund capital projects.

In addition to the capital and operating activities noted above, this fund also pays for debt service. Unlike the governmental funds, surface water debt related activity occurs directly in the Surface Water Fund. In 2018, this fund will likely issue new debt and is expected to pay approximately $988,000 towards debt service principal and interest.

WASTEWATER FUND

In 2002, the City and Ronald Wastewater District (RWD) entered into an agreement to unify sewer services with City operations through assumption of the RWD by the City of Shoreline effective October 23, 2017. In mid-2017 the RWD Board of Commissioners and the City mutually agreed to extend the assumption date. Although this is the case, RWD executed a Services Agreement with the City to operate the utility on the behalf of RWD. Under this arrangement, the City will operate and maintain the sewer utility while the RWD Board of Commissioners will be responsible for addressing policy matters, setting rates and managing capital improvements for the utility. The budget for the City was developed based on the personnel and maintenance and operation costs necessary to operate the utility.

Financial Sustainability

The City has long been aware of the need for financial sustainability. Accepted in 2014, the 10 YFSP takes into account earlier Citizen Advisory Committee recommendations regarding the need to continue to deliver services efficiently and cost effectively. Efficiencies, cost savings and other cost avoidance strategies identified as a result of these efforts include:

- In 2017, City staff improved processes surrounding restitution billing, time card entry, procurement card processing, contract routing, and refunds for permit applications. These processes were focused on reducing waste, improving customer experience and improving administrative ease. Additionally, staff utilized the 5 S's (Sort, standardize, set in order, shine, sustain) to evaluate individual and shared work spaces. Notable improvements were made to the 2nd floor copy room and to the IT Server rooms and data closets. Many process changes, large and small, have been implemented and more are scheduled for future implementation.

- The City proactively monitors jail usage and costs, seeking lower cost alternatives to service delivery including use of SCORE and Yakima Jails as an alternative to the higher cost King County Jail. In 2017, the use of Yakima Jail is going to save the City well over $200,000 when compared with using only King County and SCORE. The strategic use of jail contracts for cost savings allowed the City to maintain its jail services budget in both 2017 and 2018 despite a 38.3% increase in jail bed days through June 2017.

- In 2017 the City went live with TrakIT, our new Permitting System that will allow for online filing of permits and enables tracking of labor and integration with the City's See Click Fix customer service portal.

- The City has achieved the target to increase investment returns by 100 basis points.

- The City added 7,154 square feet of new retail space in 2015, 8,835 in 2016, and 4,501 in 2017. We increased multi-family unit (MFU) count by 97 in 2014, 132 in 2015, added 12

beds to a facility in 2016 and added 199 new units in 2017. Additionally, we saw the remodel of 26,878 SF of retail space in 2014, 6,411 SF in 2015, 24,643 SF in 2016 and 6,937 in 2017. The 10 YFSP targets growth at 7,500 SF of retail redevelopment and 160 new MFU annually.

City staff embraces continuous improvement and continue to seek out partnerships, efficiencies and the other strategies outlined in the 10 YFSP during 2018 and beyond.

In 2018 staff will continue to explore the remaining strategies including the replacement of the ongoing General Fund contribution to the Roads Capital Fund with an alternate revenue source. One potential option to replace this high priority funding is the use of a portion of the additional $20 vehicle license fee that is available to the City. Staff estimates that an additional $6 vehicle license fee would be adequate to replace this revenue stream. The remaining $14 could be used for other purposes such as backfilling Transportation Impact Fee exemptions or increasing annual sidewalk maintenance program funding. As the City Council is aware and will discuss later in 2017, sidewalk maintenance continues to be an underfunded program with an estimated $15-$20 million dollar backlog. This area also had a lower satisfaction level amongst Shoreline residents in the 2016 Citizen Satisfaction Survey. That survey showed that 38% of residents were satisfied with the City's maintenance of sidewalks while 32% were dissatisfied.

Outlook

City staff members are proud to present a balanced 2018 Proposed Budget. The City's budget maintains basic services, addresses and balances community priorities including seeking to return our public safety ratio to the target of one officer per 1,000 residents, Council goals, long term financial sustainability, and the City's ambitious work plan.

The State of Washington, like Cities, faces the challenge of the cost of service delivery rising faster than revenue growth and pressures from other levels of government. Additionally, they have had to address the financial challenges as a result of the Washington Supreme Court decision requiring changes in the State's level of funding for basic education. These factors continue to cause instability in the State's budget with resulting downstream impacts at the local level. It is possible that future State budget efforts will continue to have a negative impact on local government budgets, particularly related to state shared revenues which are typically a target for additional reductions. The State Legislature has previously closed its gaps in part by reducing amounts traditionally remitted to local jurisdictions, although they restored a portion of these revenues.

As in the past, we will continue to exercise our fiduciary responsibility to Shoreline's citizens and we will proactively address these issues by making any budget adjustments necessary as a result of future State or Federal legislative actions.

In addition to the targets established in the 10 YFSP, we continue to strive to attract economic development investment in the City. In 2017 the City has leveraged grant funds to evaluate partnership opportunities to develop a film production facility in Shoreline, continued partnership with Sound Transit to develop plans for our Light Rail Stations, successfully negotiated an operating services agreement with RWD and is reviewing a significant level of permitting requests for Sound Transit, Shoreline School District, and private development.

The 2018 Proposed Budget continues the City's efforts in economic development through multifaceted placemaking efforts and support of small businesses in partnership with Shoreline

Community College and the Small Business Administration. Economic development improves the City's future financial sustainability and helps the City realize many of its Vision 2029 goals.

Financial sustainability includes investing in infrastructure improvements. By attending to our infrastructure today, the City avoids much more costly deferred maintenance problems in the future. As stated earlier the City will deliver $18.1 million in capital improvements (including surface water capital projects) in 2018. Long term plans include another $66.5 million over the following five years. We recognize that even at this level funding for the construction of new and maintenance of existing facilities and infrastructure, with the exception of the Surface Water Utility, is underfunded.

Conclusion

We believe that the 2018 Proposed Budget maintains basic services and strives to address priority capital investment needs for the coming year. It also addresses the top operating priorities of the City Council and the Shoreline community. This budget incorporates expanded utility operations and supports the continued development of light rail stations and Shoreline School District projects.
Finally, it is important to acknowledge the contributions of everyone involved in this year's budget process. We would like to express our appreciation to individuals who worked to provide realistic budget requests and to develop ways to meet Council and community priorities.

It is also appropriate to thank several members of the Administrative Services Department for their tireless efforts to produce the 2018 Proposed Budget, while still performing day-to-day duties and keeping up with workflow demands. Special thanks go to Rick Kirkwood, Grant Raupp, and Sharon Oshima for their assistance in preparing this budget. Finally, many thanks are needed to the City Council for providing policy direction to the City of Shoreline over the years.

Respectfully submitted,

Debbie Tarry
City Manager

Sara S. Lane
Administrative Services Director

Attachment: 2017-2019 City Council Goals & Workplan

2017-2019 City Council Goals and Workplan

The Council is committed to fulfilling the community's long-term vision – Vision 2029 – and being a sustainable city in all respects:

- Sustainable neighborhoods—ensuring they are safe and attractive;
- Sustainable environment—preserving our environmental assets and enhancing our built environment so that it protects our natural resources; and
- Sustainable services—supporting quality services, facilities and infrastructure.

The City Council holds an annual Strategic Planning Workshop to monitor progress and determine priorities and action steps necessary to advance Vision 2029. This workplan, which is aimed at improving the City's ability to fulfill the community's vision, is then reflected in department workplans, the City's budget, capital improvement plan, and through special initiatives.

Goal 1: Strengthen Shoreline's economic base to maintain the public services that the community expects

Shoreline voters approved Proposition No. 1 in November 2016, which will help maintain essential service levels through 2022. While Proposition No. 1 was renewed by Shoreline voters in 2016, it is vital to attract investment in Shoreline businesses and neighborhoods to enhance the local economy, provide jobs, and support the services that make Shoreline a desirable place to live. Investment will strengthen our tax base while providing our residents with greater housing choices, local employment, retail opportunities, and lifestyle amenities.

ACTION STEPS:

1. Implement the Community Renewal Plan for Aurora Square, including developing recommendations for incentives, property acquisition, and capital improvements for a regional stormwater detention/retention system and intersection improvements at N 155th Street and Westminster Way N to encourage Vision 2029 businesses to locate and thrive at Aurora Square
2. Enhance the attractiveness of Shoreline as a place for private investment, including investment by small and medium sized developments, by ensuring that the permit process is predictable, timely and competitive, and by constantly evaluating and improving the quality of regulations for the City and other local permitting organizations
3. Continue to implement the 10-year Financial Sustainability Plan strategies to achieve sufficient fiscal capacity to fund and maintain priority public services, facilities, and infrastructure, with specific focus on Strategy 1 - encouraging a greater level of economic development, Strategy 5 - seeking to replace the General Fund support of the Roads Capital Fund with another dedicated funding source, and Strategy 6 - engaging the business community in a discussion regarding potential implementation of a Business & Occupation Tax
4. Continue to foster innovative, community-supported place-making efforts that help create diverse communities with a mix of residential and commercial uses and promote economic development
5. Measure and maintain the 'Surprised by Shoreline' campaign that promotes Shoreline as a progressive and desirable community to new residents, investors, and businesses
6. Continue to promote the growing media production activities occurring in Shoreline and explore development of a state-of-the-art media campus that makes Shoreline the regional center of the digital media production industry

Goal 2: Improve Shoreline's infrastructure to continue the delivery of highly-valued public services

Shoreline inherited an aging infrastructure system when it incorporated in 1995. The City has identified needed improvements to strengthen its municipal infrastructure to maintain public services the community expects through its 20-year planning documents, including the Comprehensive Plan,

Surface Water Master Plan, Transportation Master Plan and Parks, Recreation and Open Space Master Plan. Improvements are not limited to infrastructure investments. The City is also interested in improving coordination, planning, and overall information sharing among all service providers. As capital improvements are made, it is important to include efforts that will enhance Shoreline's natural environment, ultimately having a positive impact on the Puget Sound region.

ACTION STEPS:

1. Identify funding strategies, including grant opportunities, to implement the City's Transportation Master Plan including construction of new non-motorized improvements
2. Determine a strategy for replacing the Spartan Recreation Center and the Shoreline Pool
3. Implement the Ronald Wastewater District Assumption Transition Plan and formally assume the District in October 2017
4. Continue to Implement the Urban Forest Strategic Plan
5. Implement the 2016-2019 Priority Environmental Strategies, including adoption of incentives for environmentally sustainable buildings, exploration of district energy, update of the City's Forevergreen website, and continued focus on effective stormwater management practices including restoration of salmon habitat
6. Implement a comprehensive asset management system, including asset inventory, condition assessment and lifecycle/risk analysis, for the City's streets, facilities, trees, parks, and utilities
7. Construct the Shoreline Police Station at City Hall to better meet community needs
8. Evaluate alternatives for City maintenance facility needs
9. Update and begin implementation of the Surface Water Master Plan, the Transportation Master Plan, and the Parks, Recreation and Open Space Master Plan, and Wastewater Master Plan
10. Initiate environmental review and design for the N 175th Street Corridor Project from Interstate-5 to Stone Avenue N

Goal 3: Continue preparation for regional mass transit in Shoreline

In 2008, Shoreline voters supported the Sound Transit 2 (ST2) funding package by 61%, and in 2016, Shoreline voters supported the Sound Transit 3 (ST3) package by 59%. Our community looks forward to increasing mobility options and reducing environmental impacts through public transit services. The ST2 light rail extension from Northgate to Lynnwood includes investment in two stations in Shoreline, which are planned to open in 2023. The ST3 package includes funding for corridor improvements and Bus Rapid Transit service along State Route 523 (N 145th Street) from Bothell Way connecting to the 145th Street Light Rail Station. Engaging our community in planning for the two Shoreline light rail stations and improved transportation options and infrastructure along N 145th Street in Shoreline continues to be an important Council priority.

ACTION STEPS:

1. Work with the City of Seattle, King County, Sound Transit, the Washington State Department of Transportation, and federal agencies on a plan that will improve safety and efficiency for all users of 145th Street, including a design for the 145th Street and Interstate-5 interchange, design of the 145th Street corridor from Interstate-5 to Aurora Avenue N, and coordination with Sound Transit for design and construction of 145th Street improvements from Highway 522 to Interstate-5 as part of ST3
2. Negotiate agreements with Sound Transit and pursue other means to obtain any necessary mitigation and improvements related to Sound Transit's light rail projects, including non-motorized access improvements around each station and across the 145th Street and 185th Street bridges, a new non-motorized bridge across Interstate-5 at 148th Street, a new trail along the rail alignment, park impact mitigation, and rights-of-way relocation or replacement
3. Partner with Sound Transit to host local public meetings for the 60% and 90% project design milestones and provide comment on the design of the light rail stations, garages and associated facilities at these milestones in accordance with the Council-adopted Guiding Principles for Light Rail Station Design

4. Work collaboratively with Sound Transit to support the development and review of environmental, architectural, engineering and construction plans for the Lynnwood Link facilities within the City of Shoreline through Sound Transit's Special Use Permit and other permitting reviews
5. Identify anticipated impacts to Shoreline neighborhoods from future construction and operation of the Lynnwood Link Extension and work proactively with Sound Transit to develop plans to minimize, manage, and mitigate these impacts, including construction management planning and neighborhood traffic impact management
6. Conduct the 185th Street Corridor Study between Aurora Avenue N and 10th Avenue NE to identify multi-modal transportation improvements necessary to support growth associated with the 185th Street Station Subarea Plan and the Sound Transit Light Rail Station
7. Finalize and begin implementation of the light rail station subarea parks and open space plan, including adoption of park impact fees
8. Implement the Affordable Housing Program as identified in light rail station subarea plans

Goal 4: Expand the City's focus on equity and inclusion to enhance opportunities for community engagement

The Council values all residents and believes they are an important part of the Shoreline community, including those that have been underrepresented. The Council believes it is important to expand the ways in which the City can develop and implement processes, policies and procedures that increase inclusion and equity in a meaningful and impactful way.

ACTION STEPS:

1. Implement the City's Diversity and Inclusion Program
2. Facilitate the development of affordable housing projects in Shoreline and engage in regional efforts focused on addressing homelessness
3. Explore secured scheduling regulations
4. Ensure continued compliance with federal and state anti-discrimination laws, including Title VI of the Civil Rights Act, the Civil Rights Restoration Act, the American with Disabilities Act, and Washington's Law Against Discrimination, so as to ensure all Shoreline residents benefit from the City's programs and activities
5. Conduct community meetings with residents to discuss current issues, City policy and other changes that may impact the community
6. Implement the Shoreline Citywise Project to help the community build familiarity with the many aspects of Shoreline government and its role in providing services
7. Broaden the Nurturing Trust Program to reach additional underrepresented members of the Shoreline community
8. Continue to use social media to expand reach in the broader community and to solicit input and ideas on City business, events and policy issues

Goal 5: Promote and enhance the City's safe community and neighborhood programs and initiatives

Maintaining a safe community is the City's highest priority. The 2016 Citizen Survey reflected that 93% of respondents felt safe in their neighborhood during the day and 80% had an overall feeling of safety in Shoreline. These results are reflective of statistics from medium-sized cities across the United States, and the former measure was a slight increase from previous citizen surveys conducted by the City. The City is continuing a concentrated workplan to enhance our public safety communication and crime prevention efforts to ensure that our residents and businesses continue to find Shoreline a safe place to live, work, and play.

ACTION STEPS:

1. Use data driven policing to address crime trends and quality of life concerns in a timely manner.
2. Continue quarterly meetings of the City's cross-department safe community team to address public safety problems and implement solutions

3. Continue the partnership between the Parks Department and Police, focusing on park and trail safety through Crime Prevention Through Environmental Design (CPTED), Problem Solving Projects (PSPs) and police emphasis to improve safety and the feeling of safety
4. Continue to partner with Shoreline schools and the Shoreline Fire Department to implement best practice school safety measures
5. Continue to address traffic issues and concerns in school zones and neighborhoods using the City's speed differential map and citizen traffic complaints
6. Continue to coordinate efforts between the Community Outreach Problem Solving (COPS) officer and the City's Neighborhoods Program to work on crime prevention education and outreach
7. Partner with the business community to enhance communication on crime trends and crime prevention efforts
8. Continue to implement the Risk Analysis De-escalation And Referral (RADAR) program to create a systematic policing approach to deal with mental illness in the community

CITY OF SHORELINE

EXECUTIVE SUMMARY

This page has been intentionally left blank.

10 YEAR FINANCIAL SUSTAINABILITY PLAN

UPDATE

10 YEAR FINANCIAL SUSTAINABILITY PLAN UPDATE

Background

In 2012, the City Council adopted its 2012-14 Goals. Goal #1 was “Strengthen Shoreline’s economic base”. Action Step #3 under this goal was “Develop a 10-year Financial Sustainability Plan to achieve sufficient fiscal capacity to fund and maintain priority public services, facilities, and infrastructure”. To implement this item the City conducted an extensive process.

The City formed a Ten Year Financial Sustainability team to plan the project and review past community processes. The team introduced the project to all employees and worked with them to identify thousands of tasks performed to provide City services in Shoreline. Tasks were grouped into hundreds of activities, and finally into 127 unique City services. The Administrative Services Department (ASD) calculated the cost of each service. The Leadership Team prioritized each service. Finally, ASD developed a 10 Year Financial Sustainability Model (10 YFSM) for the City’s Operating Budget (General Fund and Street Fund) that became the key for developing and modeling various financial scenarios.

Staff identified over 20 economic development, revenue, and expenditure strategies and built models of the financial impacts of each strategy. A Council subcommittee (Mayor Winstead, Deputy Mayor Eggen, and Councilmember Salomon) held six meetings in the first quarter of 2014 to review the 10 YFSM, assumptions, and strategies. Based on its review the subcommittee determined which strategies to pursue, narrowing them down to one economic development, two expenditure, and four revenue strategies. The seven strategies were prioritized to develop a resilient draft 10 Year Financial Sustainability Plan (10 YFSP).

The subcommittee also established a public process to gather information and seek input on the draft 10 YFSP. This process included an article in the May 2014 *Currents* newsletter, development of a webpage on the City’s website seeking public input, a presentation at the May 7th Council of Neighborhoods meeting, and an open house on May 14th. All of the presentations, staff reports, memos, etc., regarding the project are readily available on the Ten Year Financial Sustainability Project webpage, which can be accessed at the following link: http://cityofshoreline.com/government/departments/administrative-services/ten-year-financial-sustainability-project.

Ultimately, the 10 YFSP was accepted by the City Council on June 16, 2014. The 10 YFSP and 10 YFSM are now incorporated as part of the City’s annual budget process. The 10 YFSM has since been utilized in presenting the long-term financial projections for the preliminary and proposed budgets since 2015, as well as amendments to the budgets since 2015. The model is having the effect on budget planning that was desired by the Council as ASD is monitoring the progress in relation to the 10 YFSM.

Any major budget decision impacting the City’s Operating Budget can be modeled in the 10 YFSM, showing the financial impact on the proposed budget and nine forecast years. It is important to note that the Baseline Model reflects revenues and expenditures for the ten-year forecast at 100% and the 10 YFSM models adjust budgeted revenues and expenditures for the third through tenth years to reflect the fact that, historically, the City tends to collect revenues at 101% of the budgeted amounts, and tends to expend money at 98% of the budgeted amounts. This trend is expected to continue into the future.

10 Year Financial Sustainability Plan 2018 Update

As noted above, the preliminary 2018 Operating Budget and updated ten year forecast was previewed by Council in the September 18, 2017 staff report. The update incorporates the 2018 proposed budget with the updated results of the revenue and expenditure strategies that comprise the 10 YFSP into the 10 YFSM. Based on audited 2016 results, 2017 estimates, and 2018 projections, the 10 YFSM shows a potential gap is likely to occur in 2020. At that time, the forecast indicates that growth in expenditures may begin to outpace the growth in revenues.

Since the 10 YFSP was accepted by Council in June 2014, staff has begun implementing some of the strategies, including:

- Increasing investment returns by 100 basis points;
- The Parks, Recreation and Cultural Services Department conducted a study to evaluate cost recovery percentages for an appropriate combination of fee based programs with targeted implementation beginning with the 2016 budget;
- The City completed a Cost of Service and Cost Recovery evaluation of the Permitting and Inspection fee revenues in 2016. Staff presented recommendations on proposed permitting cost recovery objectives on April 26, 2016 and those recommendations were incorporated in the 2017 Fee Schedule;
- As the Levy Lid Lift approved by voters in 2010 was set to expire at the end of 2016, Council exercised its authority on July 25, 2016 by adopting Resolution No. 389, which placed a measure on the November general election ballot to renew the Levy Lid Lift. This action was taken after a significant stakeholder outreach effort was conducted, including publishing several articles in Currents and engaging a Financial Sustainability Citizen Advisory Committee (FSCAC). The City Manager engaged the FSCAC through the months of February through May 2016. The outcome of the FSCAC work was reported in detail in the 10 YFSP Update provided to Council on June 13, 2016. The committee learned about City services, engaged in a budget exercise to help identify service priorities, and learned about the 10 YFSP with a focus on the potential renewal of the Levy Lid Lift. Staff recommended a renewal of the 2010 Levy Lid Lift, an option supported by 11 of 13 members of the FSCAC. Proposition 1, Basic Public Safety, Parks & Recreation, and Community Services Maintenance and Operations Levy passed with a 66.5% (19,272 votes) approval and set the new tax rate for 2017 at $1.39 with the lid for the ensuing years to be “lifted” each year by a percentage increase tied to CPI; and,
- During the City Council’s 2017 Strategic Planning Workshop held earlier this year, the Council reviewed the plan to support implementation of the remaining strategies and directed staff to move forward with implementation of the 10 YFSP and provide an update of Strategy 6 in the summer. Since that time staff procured the support of BERK, a local consulting firm, to engage the business community in the discussion about the potential implementation of a B&O Tax in Shoreline. BERK worked with City staff to develop an online survey focused on soliciting input from businesses about the various options available to a city when implementing a B&O Tax. BERK also facilitated two, two-hour Business Outreach Workshops (held June 21 at 5:00 p.m. and June 22 at 11:00 a.m.). The City’s Economic Development Manager, Dan Eernissee, and Administrative Services Director, Sara Lane, made a presentation on the proposed work plan to the Shoreline Chamber of Commerce, Economic Development Committee. Staff provided the Council an update on staff’s progress related to implementation of Strategy 6 of the 10 YFSP during the August 14, 2017 meeting. The Council directed staff to continue to pursue implementation of a B&O Tax and authorized staff to move into the next phase of implementation and bring back a draft B&O Tax Ordinance for Council’s consideration.

10 YEAR FINANCIAL SUSTAINABILITY PLAN

The Shoreline City Council has evaluated the City's history of financial sustainability. Based on existing circumstances it appears that existing revenue sources may not be sufficient to maintain financial sustainability into the future.

The City Council believes that Shoreline's citizens have repeatedly emphasized that it is important to the community that the City maintain existing service levels whenever possible. In addition, the City Council states its intent to fulfill its obligations to the citizens, maintain public safety, and maintain existing City infrastructure. The City Council also intends to fulfill its regional obligations.

As such, the City Council intends to emphasize the priorities identified by our citizens in Vision 2029, the community's long-term vision for Shoreline. The City should invest in economic development necessary to improve its tax base. In its efforts to accomplish these things the City Council also needs to minimize the effects of new and existing taxes on its citizens and businesses.

A. FINANCIAL SUSTAINABILITY

In order to preserve the City's financial sustainability, and taking into account the obligations listed above, the City Council believes that it is necessary to establish various economic development, revenue, and expenditure targets over the 2014-2024 timeframe. These targets are listed below in priority order.

1) Achieve the development of an additional 160 units of multi-family residential housing and 7,500 square feet of retail redevelopment annually, beginning in 2014*.
2) Reduce the expenditure growth rate to 0.2% below the average projected ten year growth rate and attempt to maintain existing service levels, beginning in 2015. Continue to seek out efficiencies and cost-saving strategies.
3) During 2014, research ways to increase investment returns by 100 basis points (1%) per year, and implement strategies to accomplish this.
4) During 2015, perform a study that will evaluate higher cost recovery percentages for an appropriate combination of fee based programs. The results will be reviewed, with target implementation beginning with the 2016 budget.
5) In 2014, begin to identify ways to replace the $290,000 transfer from the General Fund to the Roads Capital Fund with another dedicated source of funding.
6) In 2016 or later, engage the business community in a discussion regarding the possible future implementation of a Business and Occupation (B&O) Tax.
7) Monitor the City's progress in relation to the Financial Sustainability Model. In 2016 or later, engage Shoreline residents in a discussion regarding the possibility of renewing the property tax levy lid lift.

The targets outlined above are over and above pre-existing revenue, growth, and expenditure assumptions for the City of Shoreline. The City intends to use this information to inform future budget processes.

B. COMMUNICATIONS

In addition to communications and public processes conducted to date, the Council directs staff to communicate the Financial Sustainability Project and Model to Shoreline's residents through *Currents* articles. This discussion should include the final recommendation considered and ultimately approved by the City Council.

C. POTENTIAL SURPLUSES AND UNANTICIPATED SAVINGS

The City Council states that the City's first priority is to ensure adequate reserves. If reserves are below policy levels then surpluses should be used to restore reserves to mandated levels. If reserves meet or exceed policy requirements the surpluses should be used to fund economic development investment in Shoreline, fund infrastructure improvements, fund other high priority one-time needs or be held to fund future deficits if they are forecast in the Financial Sustainability Model. If it appears that surpluses are sustainable on a recurring basis, the City Council will review and consider funding for new on-going operational needs.

* The City will strive to achieve this target in 2014; however, the revenue impact will not be realized until 2019.

10 YEAR FINANCIAL SUSTAINABILITY MODEL
OPERATING BUDGET
TEN YEAR FORECAST

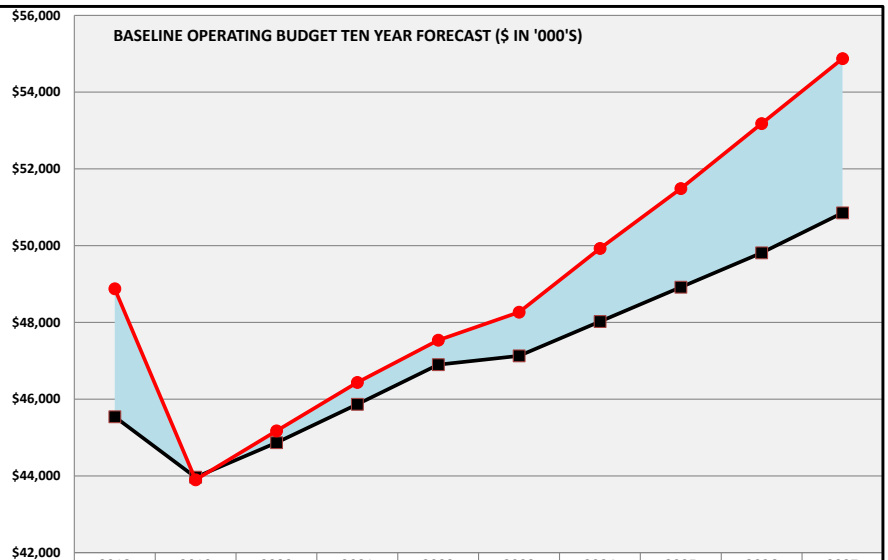
	2018 Forecast	2019 Forecast	2020 Forecast	2021 Forecast	2022 Forecast
Baseline Model:					
Beginning Operating Funds Fund Balance	**$12,247,321**	**$10,001,352**	**$10,067,471**	**$9,759,642**	**$9,190,362**
Baseline Revenues:					
Taxes					
Property	12,759,858	13,112,277	13,455,727	13,802,778	14,157,267
Sales and Use	9,998,734	10,469,197	10,844,259	11,229,740	11,614,690
Gambling	1,587,425	1,587,425	1,587,425	1,587,425	1,587,425
Utility	4,064,894	4,151,551	4,240,158	4,325,127	4,411,395
Other	7,200	7,200	7,200	7,200	7,200
Franchise/Utility Contract Payments	4,886,800	4,990,566	5,096,756	5,199,241	5,303,184
Licenses and Permits	3,193,303	2,014,982	1,942,304	1,914,885	1,923,911
Intergovernmental	3,854,234	3,161,938	3,164,161	3,230,528	3,298,455
Charges for Services	1,579,349	1,639,541	1,671,126	1,700,873	1,730,858
Fines and Forfeitures	404,000	404,000	404,000	404,000	404,000
Interest Income	73,100	102,103	106,124	98,736	85,073
Miscellaneous Revenues	804,038	810,752	817,584	824,018	830,504
Total Baseline Revenue	**43,212,935**	**42,451,533**	**43,336,824**	**44,324,551**	**45,353,963**
Baseline Operating Expenditures:					
Salaries & Benefits	17,333,370	17,794,441	18,372,418	18,963,283	19,275,022
Supplies	835,818	825,254	825,254	825,254	825,254
Services & Charges	8,348,739	6,859,218	7,096,256	7,293,568	7,592,854
Intergovernmental	15,324,737	15,642,851	16,090,226	16,554,160	17,034,150
Interfund	605,902	613,285	620,833	627,975	635,206
Budgeted Contingency	1,248,338	25,000	25,000	25,000	25,000
Capital Outlay	67,095	-	-	-	-
Total Baseline Operating Expenditures	**43,763,999**	**41,760,049**	**43,029,986**	**44,289,240**	**45,387,487**
Baseline Revenue Over (Under) Expenditures	**(551,064)**	**691,484**	**306,838**	**35,311**	**(33,524)**
Baseline Other Financing Sources (Uses):					
Operating Transfers In	2,325,435	1,512,556	1,527,265	1,541,284	1,543,328
Transfers Out	5,113,678	2,137,921	2,141,932	2,145,875	2,147,662
Gain / (Use) of Operating Funds Fund Balance	**(3,339,307)**	**66,119**	**(307,829)**	**(569,280)**	**(637,858)**
Baseline Ending Operating Funds Fund Balance	**$8,908,014**	**$10,067,471**	**$9,759,642**	**$9,190,362**	**$8,552,505**
Required Operating Funds Fund Balance	**$4,348,045**	**$4,337,967**	**$4,360,956**	**$4,386,120**	**$4,412,245**
Over (Under) Required Operating Funds Fund Balance	**$4,559,969**	**$5,729,504**	**$5,398,686**	**$4,804,242**	**$4,140,260**
10 YFSM:					
Beginning Operating Funds Fund Balance	**$12,247,321**	**$10,001,352**	**$10,067,471**	**$9,759,642**	**$9,190,362**
Total 10YFSM Revenues & Transfers In	**45,538,370**	**43,964,089**	**45,312,730**	**46,324,494**	**47,366,264**
Total 10YFSM Operating Expenditures & Transfers Out	**48,877,677**	**43,897,970**	**44,268,480**	**45,506,413**	**46,584,446**
Gain / (Use) of Operating Funds Fund Balance	**(3,339,307)**	**66,119**	**1,044,250**	**818,081**	**781,818**
10YFSM Ending Operating Funds Fund Balance	**$8,908,014**	**$10,067,471**	**$11,111,721**	**$10,577,723**	**$9,972,181**
Required Operating Funds Fund Balance	**$4,348,045**	**$4,337,967**	**$4,360,956**	**$4,386,120**	**$4,412,245**
Over (Under) Required Operating Funds Fund Balance	**$4,559,969**	**$5,729,504**	**$6,750,766**	**$6,191,602**	**$5,559,936**
Assumptions:					
Inflation	2.45%	2.41%	2.41%	2.23%	2.20%
Annual Revenue Growth	3.60%	-1.76%	2.09%	2.28%	2.32%
Annual Regular Levy Assessed Value Change	10.34%	7.84%	1.87%	3.00%	3.37%
Annual Sales & Use Tax Change	3.20%	3.06%	2.96%	3.33%	3.23%
General Fees & Licenses Increases	1.96%	1.93%	1.93%	1.78%	1.76%
Investment Interest Rate	1.78%	2.38%	2.40%	2.40%	2.40%
Building Permit Charge	-8.56%	-6.24%	-5.10%	-2.24%	0.27%
Revenue Collection (Baseline)	100.00%	100.00%	100.00%	100.00%	100.00%
Revenue Collection (10YFSM)	100.00%	100.00%	101.00%	101.00%	101.00%
PERS Employer Contribution Rate	12.70%	12.92%	12.92%	12.92%	12.92%
Health Benefit Escalator	4.52%	6.50%	6.50%	6.50%	6.50%
Regular Salary Escalator	3.70%	3.17%	3.17%	2.80%	2.78%
Police Contract Escalator	3.50%	3.50%	3.50%	3.50%	3.50%
Expenditure Percentage (Baseline)	100.00%	100.00%	100.00%	100.00%	100.00%
Expenditure Percentage (10YFSM)	100.00%	100.00%	98.00%	98.00%	98.00%
Annual Expenditure Growth	-0.20%	-4.58%	3.04%	2.93%	2.48%
Contribution to / (Refund From) Revenue Stabilization Fund	$0	$95,648	$303,704	$133,061	$142,974
New Maintenance Costs for Completed Capital Projects	$120,351	$120,474	$120,519	$120,519	$120,519

10 YEAR FINANCIAL SUSTAINABILITY MODEL
OPERATING BUDGET
TEN YEAR FORECAST

	2023 Forecast	2024 Forecast	2025 Forecast	2026 Forecast	2027 Forecast
Baseline Model:					
Beginning Operating Funds Fund Balance	**$8,552,505**	**$7,413,250**	**$5,505,522**	**$2,937,767**	**($429,025)**
Baseline Revenues:					
Taxes					
Property	14,352,374	14,549,638	14,749,555	14,949,148	15,147,281
Sales and Use	12,025,463	12,452,745	12,893,162	13,349,235	13,820,782
Gambling	1,587,425	1,587,425	1,587,425	1,587,425	1,587,425
Utility	4,500,601	4,596,150	4,694,591	4,795,960	4,900,081
Other	7,200	7,200	7,200	7,200	7,200
Franchise/Utility Contract Payments	5,410,286	5,524,103	5,641,003	5,761,008	5,883,916
Licenses and Permits	1,918,106	1,888,900	1,859,870	1,818,934	1,778,418
Intergovernmental	2,716,547	2,767,358	2,819,411	2,872,723	2,927,268
Charges for Services	1,761,759	1,795,003	1,829,111	1,864,079	1,899,814
Fines and Forfeitures	404,000	404,000	404,000	404,000	404,000
Interest Income	69,764	42,422	(3,363)	(64,989)	-
Miscellaneous Revenues	837,188	844,379	851,756	859,320	867,050
Total Baseline Revenue	**45,590,714**	**46,459,325**	**47,333,721**	**48,204,042**	**49,223,235**
Baseline Operating Expenditures:					
Salaries & Benefits	19,232,959	20,020,814	20,745,895	21,506,342	22,303,181
Supplies	843,254	825,254	825,254	825,254	825,254
Services & Charges	7,861,265	8,211,599	8,488,661	8,841,466	9,145,324
Intergovernmental	17,531,101	18,046,324	18,582,233	19,137,080	19,711,475
Interfund	642,691	650,778	659,113	667,698	676,514
Budgeted Contingency	25,000	25,000	25,000	25,000	25,000
Capital Outlay	-	-	-	-	-
Total Baseline Operating Expenditures	**46,136,270**	**47,779,769**	**49,326,157**	**51,002,841**	**52,686,748**
Baseline Revenue Over (Under) Expenditures	**(545,555)**	**(1,320,444)**	**(1,992,436)**	**(2,798,799)**	**(3,463,513)**
Baseline Other Financing Sources (Uses):					
Operating Transfers In	1,535,850	1,561,216	1,583,564	1,608,401	1,630,349
Transfers Out	2,129,549	2,148,499	2,158,884	2,176,394	2,185,491
Gain / (Use) of Operating Funds Fund Balance	**(1,139,254)**	**(1,907,728)**	**(2,567,755)**	**(3,366,792)**	**(4,018,655)**
Baseline Ending Operating Funds Fund Balance	**$7,413,250**	**$5,505,522**	**$2,937,767**	**($429,025)**	**($4,447,680)**
Required Operating Funds Fund Balance	**$4,422,642**	**$4,445,812**	**$4,469,241**	**$4,492,732**	**$4,519,250**
Over (Under) Required Operating Funds Fund Balance	**$2,990,608**	**$1,059,710**	**($1,531,474)**	**($4,921,757)**	**($8,966,930)**
10 YFSM:					
Beginning Operating Funds Fund Balance	**$8,552,505**	**$7,413,250**	**$5,505,522**	**$2,937,767**	**($429,025)**
Total 10YFSM Revenues & Transfers In	**47,597,830**	**48,500,746**	**49,406,458**	**50,310,567**	**51,362,120**
Total 10YFSM Operating Expenditures & Transfers Out	**47,300,503**	**48,929,703**	**50,455,340**	**52,115,650**	**53,774,794**
Gain / (Use) of Operating Funds Fund Balance	**297,328**	**(428,957)**	**(1,048,882)**	**(1,805,083)**	**(2,412,674)**
10YFSM Ending Operating Funds Fund Balance	**$8,849,832**	**$6,984,293**	**$4,456,641**	**$1,132,684**	**($2,841,700)**
Required Operating Funds Fund Balance	**$4,422,642**	**$4,445,812**	**$4,469,241**	**$4,492,732**	**$4,519,250**
Over (Under) Required Operating Funds Fund Balance	**$4,427,190**	**$2,538,481**	**($12,600)**	**($3,360,048)**	**($7,360,950)**
Assumptions:					
Inflation	2.23%	2.36%	2.38%	2.39%	2.40%
Annual Revenue Growth	0.52%	1.91%	1.88%	1.84%	2.11%
Annual Regular Levy Assessed Value Change	3.82%	4.04%	3.98%	3.98%	3.80%
Annual Sales & Use Tax Change	3.43%	3.48%	3.48%	3.50%	3.51%
General Fees & Licenses Increases	1.79%	1.89%	1.90%	1.91%	1.92%
Investment Interest Rate	2.40%	2.40%	2.40%	2.40%	2.40%
Building Permit Charge	-0.78%	-2.47%	-2.54%	-3.50%	-3.60%
Revenue Collection (Baseline)	100.00%	100.00%	100.00%	100.00%	100.00%
Revenue Collection (10YFSM)	101.00%	101.00%	101.00%	101.00%	101.00%
PERS Employer Contribution Rate	12.92%	12.92%	12.92%	12.92%	12.92%
Health Benefit Escalator	6.50%	6.50%	6.50%	6.50%	6.50%
Regular Salary Escalator	2.81%	2.92%	2.94%	2.95%	2.96%
Police Contract Escalator	3.50%	3.50%	3.50%	3.50%	3.50%
Expenditure Percentage (Baseline)	100.00%	100.00%	100.00%	100.00%	100.00%
Expenditure Percentage (10YFSM)	98.00%	98.00%	98.00%	98.00%	98.00%
Annual Expenditure Growth	1.65%	3.56%	3.24%	3.40%	3.30%
Contribution to / (Refund From) Revenue Stabilization Fund	$146,819	$144,754	$146,321	$145,473	$173,032
New Maintenance Costs for Completed Capital Projects	$120,519	$120,519	$120,519	$120,519	$120,519

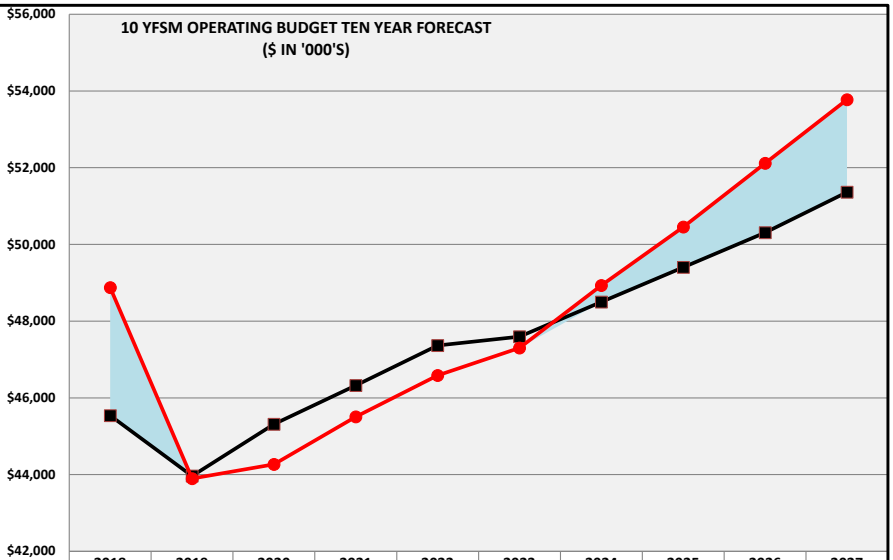
10 YEAR FINANCIAL SUSTAINABILITY MODEL
OPERATING BUDGET
TEN YEAR FORECAST

CHART 1A



	2018 Forecast	2019 Forecast	2020 Forecast	2021 Forecast	2022 Forecast	2023 Forecast	2024 Forecast	2025 Forecast	2026 Forecast	2027 Forecast
ANNUAL SURP/(GAP)	(3,339)	66	(308)	(261)	(69)	(501)	(768)	(660)	(799)	(652)
CUMULATIVE (GAP)	(3,339)	-	(308)	(569)	(638)	(1,139)	(1,908)	(2,568)	(3,367)	(4,019)
VARIANCE BASE	48,878	43,898	45,172	46,435	47,535	48,266	49,928	51,485	53,179	54,872
BASELINE REVENUES & TRANSFERS IN	45,538	43,964	44,864	45,866	46,897	47,127	48,021	48,917	49,812	50,854
BASELINE EXPENDITURES & TRANSFERS OUT	48,878	43,898	45,172	46,435	47,535	48,266	49,928	51,485	53,179	54,872

CHART 1B



	2018 Forecast	2019 Forecast	2020 Forecast	2021 Forecast	2022 Forecast	2023 Forecast	2024 Forecast	2025 Forecast	2026 Forecast	2027 Forecast
ANNUAL SURP/(GAP)	(3,339)	66	1,044	818	782	297	(429)	(620)	(756)	(608)
CUMULATIVE (GAP)	(3,339)	-	-	-	-	-	(429)	(1,049)	(1,805)	(2,413)
VARIANCE BASE	48,878	43,898	44,268	45,506	46,584	47,301	48,930	50,455	52,116	53,775
10YFSM REVENUES & TRANSFERS IN	45,538	43,964	45,313	46,324	47,366	47,598	48,501	49,406	50,311	51,362
10YFSM EXPENDITURES & TRANSFERS OUT	48,878	43,898	44,268	45,506	46,584	47,301	48,930	50,455	52,116	53,775

This page has been intentionally left blank.

2018 BUDGET HIGHLIGHTS

Budget Highlights

The City's 2018 budget is balanced in all funds and totals $79.939 million. The 2018 budget is $28.509 million, or 26.3%, less than the 2017 current budget (2017 Adopted Budget plus all budget amendments, including re-appropriations from 2016, which have been adopted by the City Council through September 2017). The decrease can be linked to the following changes:

- $15.128 million decrease in the City's Enterprise Funds;
- $10.620 million decrease in the City's Capital Funds; and,
- $2.791 million decrease in the Operating Funds.

The City adopted the full 2017 Ronald Wastewater District (RWD) budget in accordance with GAAP. In mid-2017 the RWD Board of Commissioners and the City mutually agreed to extend the assumption date. Although this is the case, RWD executed a Services Agreement with the City to operate the utility on the behalf of RWD. Under this arrangement, the City will operate and maintain the sewer utility while the RWD Board of Commissioners will be responsible for addressing policy matters, setting rates and managing capital improvements for the utility. The budget for the City was developed based on the personnel and maintenance and operation costs necessary to operate the utility. The main reasons for the difference in the Capital Funds are a $6.767 million decrease in Roads Capital Fund projects and a $3.960 million decrease in General Capital Fund projects.

Table 1 summarizes the 2018 budget by fund and provides a comparison to the 2017 current budget by fund.

TABLE 1

Fund Type	2018 Proposed Budget				2017 Current Budget Expenditures	2018 vs. 2017 Exp. %Change
	Beginning Fund Balance	Revenue	Expenditures	Ending Fund Balance		
Operating Funds:						
General Fund	$ 11,393,659	$ 43,750,293	$ 46,500,862	$ 8,643,090	$ 48,190,359	-3.51%
Revenue Stabilization Fund	5,150,777	-	-	5,150,777	-	0.00%
Property Tax Equalization Fund	-	-	-	-	500,799	-100.00%
Street Fund	853,662	1,788,077	2,376,815	264,924	1,721,485	38.07%
Code Abatement	275,035	80,550	130,000	225,585	100,000	30.00%
State Drug Enforcement Forfeiture Fund	12,033	18,243	18,243	12,033	214,043	-91.48%
Federal Drug Enforcement Forfeiture Fund	22,426	13,000	13,000	22,426	300,397	-95.67%
Federal Criminal Forfeiture Fund	1,500	-	-	1,500	803,220	-100.00%
Sub-Total Operating Funds	$ 17,709,092	$ 45,650,163	$ 49,038,920	$ 14,320,335	$ 51,830,303	-5.39%
Debt Service Funds:						
2006 General Obligation Bond	$ 4,320	$ 1,697,925	$ 1,697,925	$ 4,320	$ 1,710,375	-0.73%
2009 General Obligation Bond	41	1,661,417	1,661,417	41	1,662,817	-0.08%
2013 General Obligation Bond	67	260,635	260,635	67	260,948	-0.12%
Sub-Total Debt Service Funds	$ 4,428	$ 3,619,977	$ 3,619,977	$ 4,428	$ 3,634,140	-0.39%
Capital Funds:						
General Capital	$ 1,991,622	$ 3,296,260	$ 5,187,668	$ 100,214	$ 9,147,892	-43.29%
City Facility-Major Maintenance Fund	110,398	124,915	153,213	82,100	96,000	59.60%
Roads Capital	4,766,651	9,874,075	11,130,166	3,510,560	17,897,364	-37.81%
Transportation Impact Fees Fund	1,401,065	200,000	221,400	1,379,665	221,400	0.00%
Park Impact Fees Fund	-	50,000	50,000	-	-	0.00%
Sub-Total Capital Funds	$ 8,269,736	$ 13,545,250	$ 16,742,447	$ 5,072,539	$ 27,362,656	-38.81%
Enterprise Funds:						
Surface Water Utility Fund	$ 1,798,398	$ 10,257,415	$ 6,925,565	$ 5,130,248	$ 6,241,652	10.96%
Wastewater Utility Fund	-	2,297,901	2,297,901	-	18,109,971	-87.31%
Sub-Total Enterprise Funds	$ 1,798,398	$ 12,555,316	$ 9,223,466	$ 5,130,248	$ 24,351,623	-62.12%
Internal Service Funds:						
Equipment Replacement	$ 3,253,765	$ 572,620	$ 328,836	$ 3,497,549	$ 701,787	-53.14%
Public Art Fund	295,696	5,000	195,246	105,450	96,203	102.95%
Unemployment	58,363	-	17,500	40,863	17,500	0.00%
Vehicle Operations & Maintenance	268,516	503,786	772,302	-	453,123	70.44%
Sub-Total Internal Service Funds	$ 3,876,340	$ 1,081,406	$ 1,313,884	$ 3,643,862	$ 1,268,613	3.57%
Total City Budget	**$ 31,657,994**	**$ 76,452,112**	**$ 79,938,694**	**$ 28,171,412**	**$ 108,447,335**	-26.29%

TABLE 2

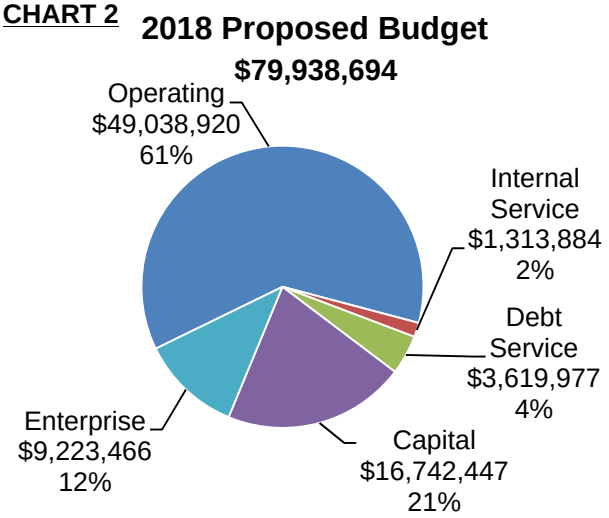
DEPARTMENT/FUND OVERVIEW

The following table provides an illustration of the relationship between the City's departments and funds. Most departments manage programs in the General Fund. Administrative Services, Police, Planning & Community Development and Public Works are also responsible for programs in other funds.

Fund Type	City Council	City Manager	City Attorney	Administrative Services	Human Resources	Police	Criminal Justice	Parks & Recreation	Planning & Community Develop.	Public Works	Community Services	Utilities	Transfers Out	Total
Operating Funds														
General Fund	$248,652	$3,972,745	$861,437	$6,859,016	$499,237	$11,944,794	$3,133,059	$6,369,040	$3,545,999	$3,155,603	$1,724,829		$4,186,451	$46,500,862
Street Fund										1,449,588			927,227	$2,376,815
Code Abatement Fund									130,000					$130,000
State Drug Forfeiture Fund						18,243								$18,243
Federal Drug Forfeiture Fund						13,000								$13,000
Property Tax Equalization Fund														$0
Federal Criminal Forfeiture Fund														$0
Revenue Stabilization Fund														$0
Sub-Total Operating Funds	**$248,652**	**$3,972,745**	**$861,437**	**$6,859,016**	**$499,237**	**$11,976,037**	**$3,133,059**	**$6,369,040**	**$3,675,999**	**$4,605,191**	**$1,724,829**	**$0**	**$5,113,678**	**$49,038,920**
Debt Service														
2006 General Obligation Bond Fund				$1,697,925										$1,697,925
2009 General Obligation Bond Fund				1,661,417										$1,661,417
2013 General Obligation Bond Fund				260,635										$260,635
Sub-Total Debt Service Funds	**$0**	**$0**	**$0**	**$3,619,977**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$3,619,977**
Capital Budget														
General Capital Fund										$4,501,621			$686,047	$5,187,668
Facility Major Maint. Fund				153,213										$153,213
Roads Capital Fund										11,072,972			57,194	$11,130,166
Transportation Impact Fees Fund													221,400	$221,400
Park Impact Fees Fund													50,000	$50,000
Sub-Total Capital Funds	**$0**	**$0**	**$0**	**$153,213**	**$0**	**$0**	**$0**	**$0**	**$0**	**$15,574,593**	**$0**	**$0**	**$1,014,641**	**$16,742,447**
Enterprise Funds														
Surface Water Utility Fund												$6,215,255	$710,310	$6,925,565
Wastewater Utility Fund												2,297,901		$2,297,901
Sub-Total Enterprise Funds	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$8,513,156**	**$710,310**	**$9,223,466**
Internal Service Funds														
Equipment Replace. Fund				$328,836										$328,836
Public Arts Fund								195,246						$195,246
Unemployment Fund				17,500										$17,500
Vehicle Maint. & Ops. Fund				523,786									248,516	$772,302
Sub-Total Internal Service Funds	**$0**	**$0**	**$0**	**$870,122**	**$0**	**$0**	**$0**	**$195,246**	**$0**	**$0**	**$0**	**$0**	**$248,516**	**$1,313,884**
Total City Budget	**$248,652**	**$3,972,745**	**$861,437**	**$11,502,328**	**$499,237**	**$11,976,037**	**$3,133,059**	**$6,564,286**	**$3,675,999**	**$20,179,784**	**$1,724,829**	**$8,513,156**	**$7,087,145**	**$79,938,694**

The budget can be divided into five types of funds: Operating, Internal Service, Debt Service, Capital and Enterprise as shown in Chart 2. The Operating Funds totaling $49.039 million represent the cost of providing services to the Shoreline community on a day-to-day basis and includes such items as public safety (police, court, jail), park maintenance, recreation programming, street maintenance, street lighting, land use planning, permitting, communications, emergency management, and administration. The Operating Funds also include some special revenue funds that must be used for designated purposes such as police services. The Debt Service Funds account for the annual repayment of the 2006 voter approved park bonds, the 2009 councilmanic bonds issued to pay for a portion of City Hall, and the 2013 councilmanic bonds issued for a maintenance facility. The Enterprise Funds consist of the operation and capital improvements of the surface water utility and operation of RWD under a service contract. The Capital Funds represent the cost of making improvements to the City's facilities, parks, and transportation systems. The Internal Service Funds represent transfers between funds (Vehicle Operations, Equipment Replacement, Public Art, and Unemployment funds) to fund maintenance and replacement of City equipment, installation of public art, and unemployment claims.

CHART 2



Within the Operating Funds it is important to focus on the operating budget, which is comprised of the General Fund and the Street Fund. The 2018 operating budget totals $48.878 million; and is $1.034 million, or 2.1%, less than the 2017 current budget. It includes one-time transfers, some of which were previously programmed to occur in 2017 in support of specific capital projects but delayed per the 2018-2023 CIP:

- General Capital Fund:
  - $1,471,505 for the Police Station at City Hall project.
- Roads Capital Fund:
  - $100,000 for Trail Along the Rail project;
  - $150,000 for 147th/148th Non-Motorized Bridge project;
  - $105,000 for 160th and Greenwood/Innis Arden project; and,
  - $375,000 for the 185th Corridor Study project.
- Equipment Replacement Fund:
  - $54,027 to upgrade certain vehicles.

The 2017 operating budget, which totals $49.912 million, includes the following one-time transfers, some of which is not needed as reflected in the 2018-2023 CIP:

- General Capital Fund:
  - $1,782,796 for the Police Station at City Hall project.
- Roads Capital Fund:
  - $291,419 for the Westminster and 155th Improvements project;
  - $275,000 for Trail Along the Rail project;
  - $350,000 for 147th/148th Non-Motorized Bridge project;
  - $125,000 for 160th and Greenwood/Innis Arden project; and,
  - $556,814 for the 185th Corridor Study project.

- Equipment Replacement Fund:
  - $58,618 to upgrade certain vehicles.

Excluding these one-time transfers results in a 2018 operating budget of $46.622 million, which is $0.150 million, or 0.3%, more than the 2017 operating budget of $46.472 million. Table 1 (above) reflects a $1.690 million, or 3.5%, decrease in the General Fund budget for 2018.

Chart 3 shows the cost of providing City services on a per capita basis, adjusted for inflation, since 2000. In 2018 the projected cost per capita is $555, which is approximately $43 (8.4%) higher than in 2000.

CHART 3 Operating Expenditures Per Capita Adjusted for Inflation
(2000 as base year for inflation)

The 2018 General Fund ending fund balance (reserves) is projected to be $8.643 million, with $1.093 million budgeted as an operational contingency and insurance reserve. This complies with the City's adopted reserve policy, which requires, for 2018, that the General Fund maintain a reserve level of $4.093 million for cash flow and budget contingency purposes.

In addition to the General Fund reserves, the City's Revenue Stabilization Fund is projected to have an ending 2018 fund balance of $5.151 million. This is above the City's reserve policy requiring that this fund be maintained at 30% of the budgeted economically sensitive revenues.

The 2018 Surface Water Utility budget is projected to increase by $0.684 million, or 11.0%.

The City's 2018 capital budget, exclusive of projects budgeted within the Surface Water Utility Fund and transfers out from the Transportation Impact Fees Fund and Park Impact Fees Fund, will decrease by $10.670 million, or 39.3%, from 2017. The main reasons for the difference in the capital budget are a $6.767 million decrease in Roads Capital Fund projects, a $3.960 million decrease in General Capital Fund projects, and a $0.057 million increase in City Facilities-Major Maintenance Fund projects. The capital budget reflects the 2018 Capital Improvement Program projects proposed in the 2018-2023 Capital Improvement Plan included in this book.

2018 Budget Highlights include the following:

- **Regular Property Tax Levy:** The King County Assessor's Office has not yet released preliminary assessed valuation (AV) for the City, but staff is estimating an increase of 9.8% based on available information. This increase will allow the City to take advantage of the provision in Proposition 1 (2016) to increase the property tax levy by the June-to-June percentage change in the Seattle / Tacoma / Bremerton Consumer Price Index-All Urban Consumer (CPI-U), which equals 2.99%. With the inclusion of new construction AV estimated at $45.972 million, the resulting estimated 2018 property tax levy would be $12.760 million while the projected levy rate would decline from the current $1.39000 to an estimated $1.30689 per $1,000 of assessed valuation. The preliminary estimate for City

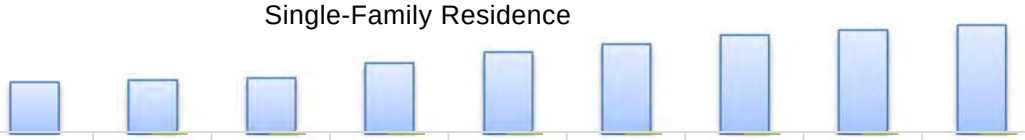
property taxes that will be collected in 2018 totals $12,759,858, assumes a 100% collection rate, and is $489,025, or 4.0%, more than the projected 2017 tax collections.

- **Fee Schedules:** Generally fees included in the fee schedule are increased from the current year's level by the June-to-June percentage change of the CPI-U. Unless otherwise discussed below, many fees presented in the 2018 proposed budget will be increased by 2.99%. The text in the fee schedules may have changed with deletions shown as ~~strikethrough~~ and additions shown as **bold**.

  - *Park, Aquatic and Recreation Fees*: The Parks, Recreation and Cultural Services (PRCS) Department performed a comprehensive cost recovery evaluation in 2015 identifying cost recovery objectives for the various PRCS fees. Since that time PRCS performs cost recovery evaluation on a subset of its fees annually to ensure that fees continue to meet identified objectives and stay competitive in the market. In late 2017/early 2018, PRCS will perform an evaluation on the impact of costs associated with minimum wage changes. Some mid-year fee changes may be proposed as a result. Fees not evaluated each year are adjusted by CPI-U as described above.
  - *Transportation Impact Fees*: When adopted in November 2014, Ordinance No. 690 included an escalator for the Transportation Impact Fees using the Washington State Department of Transportation's Construction Cost Index (WSDOT CCI). Due to large variations from year-to-year, fees were calculated using a three-year average of the WSDOT CCI in 2017. WSDOT no longer maintains its CCI and has instead moved to a new CCI model that uses a different methodology. The new CCI has 2017 and beyond forecasts which would be more real time than that which has been used in the past. The three-year average (2014-2016) results in a year-over-year percentage change of -0.4%. Given the negative percentage change, the City Manager recommends there be no change to the fees for 2018.
  - *Surface Water Management Rates*: Rates will be increased per the recommended Proactive Management Strategy as developed in the 2017 Surface Water Master Plan Update by 27% in 2018, 15% in 2019, 10% in 2020 and 2021, and 5% in 2022 and 2023. Chart 4 shows annual increases for a single family residential home are $45 in 2018, $33 in 2019, $24 in 2020, $27 in 2021, $15 in 2022, and $16 in 2023. Cumulatively, this represents increases of $45 in 2018, $78 by 2019, $102 by 2020, $129 by 2021, $144 by 2022, and $160 by 2023.

CHART 4

Surface Water Management Rate
Single-Family Residence



	2015	2016	2017	2018	2019	2020	2021	2022	2023
SWM Fee Rate	$154.59	$160.77	$168.81	$214.39	$246.55	$271.21	$298.33	$313.25	$328.91
$ Change		$6.18	$8.04	$45.58	$32.16	$24.66	$27.12	$14.92	$15.66
% Change		4%	5%	27%	15%	10%	10%	5%	5%

Source: City of Shoreline

- **Personnel Costs:** The 2018 budget reflects a 6.7% increase ($1,423,181), in personnel associated costs. Table 3 below summarizes the changes.

TABLE 3

	2017 Current Budget	2016/2017 Personnel Changes	2018 Budget Changes							2018 Budget	2018 v. 2017 $ Change	2018 v. 2017 % Change
			Extra-Help , OT, Standby Pay and Callback Pay	Step Increases	Market Adjust.	Increase in Retirement (PERS)	Increase in Health Premium	L&I Changes	New Positions / Reclass / Elimination			
Salaries	$15,322,565	$230,182	($332,093)	$122,240	$366,273	$0	$0	$0	$518,826	$16,227,993	$905,428	5.9%
Benefits	5,871,986	78,532	(18,865)	24,876	71,753	109,480	0	23,495	228,482	6,389,739	517,753	8.8%
Total	**$21,194,551**	**$308,714**	**($350,958)**	**$147,116**	**$438,026**	**$109,480**	**$0**	**$23,495**	**$747,308**	**$22,617,732**	**$1,423,181**	**6.7%**

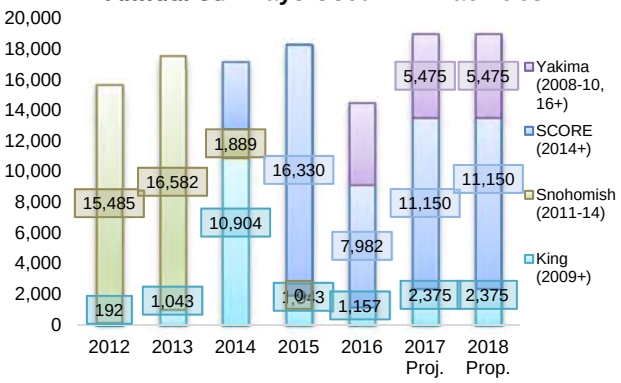
The major changes in personnel costs include a combination of the following:

- The salaries budget is increasing by 5.9% and is comprised of both regular and part-time (benefited) and extra-help (non-benefited) personnel.
- Regular salaries: The budget for regular salaries totals $15.142 million. This is an increase of 8.9%, which is attributable to the following changes:
  - Personnel changes made since the time the 2017 budget was developed in 2016 and through amendments throughout 2017 (+$230,182);
  - Approximately 40.6% of regular employees will be eligible to receive a step increase (+$122,240);
  - In calculating a recommended COLA for 2018 staff compared the change in CPI-U from June 2016 to June 2017 (3.0%). The City's policy has been to budget for a COLA of 90% of the change in inflation, resulting in a 2018 recommended COLA adjustment of 2.7% (+$366,273); and,
  - A requested 8.20 FTE increase for an existing position (+$518,826).
- Extra-Help salaries: The extra-help salary budget is decreasing by $340,236, or 27.0%, and totals $921,664. The decrease is largely due to the conversion of extra help positions to regular (benefited positions). It accommodates extra-help COLA and step increases for the remaining extra help staff.
- Benefits: The budget for employee benefits totals $6.390 million. This is an increase of $517,753, or 8.8%, which is attributable to the following changes:
  - Personnel changes made since the time the 2017 budget was developed in 2017 and through amendments throughout 2017 (+$78,532);
  - Application of the COLA and step increases affects social security, Medicare and retirement contributions (+$71,753 and +$24,876, respectively);
  - Retirement contribution costs will increase by $109,480 as a result of the state controlled employer rate for PERS contributions increasing from the current rate of 11.925% to 12.70% as of July 1, 2017; and,
  - The requested 8.20 FTE increase (+$228,482).

- **Police Contract:** Negotiations for the King County Sheriff's Office (KCSO) guild contract are currently underway for the contract that will affect 2018. As the level of COLA for 2018 is not known, staff projects that the 2018 police services contract will total $11.807 million, which is 3.9% more than the 2017 police services contract. The contract with KCSO provides that the City will be given an estimate of the 2018 costs by September 2017, and then reconcile this cost with the budget adopted by the County in March 2018. Whichever cost is less is the amount that the City will actually pay via contract charges in 2018. As a result of this process, it is not unusual that the City's budget may be different from the actual annual contract with KCSO.

- **Jail:** The projection for the 2018 budget is based on activity trends over the last couple of years, the number of guaranteed beds at the South Correctional Entity (SCORE), and an inflation rate factor outlined in the interlocal agreement (ILA) with King County. The current contract with SCORE is being continued as the City's primary booking facility; however, since 2016 inmates serving a sentence longer than three days are being housed at Yakima County Jail. The daily cost for housing inmates at Yakima is roughly half that for SCORE. To ensure that housing sentenced inmates at Yakima County Jail has a positive net impact on the City's budget, the number of guaranteed beds at SCORE for which the City is billed whether they are used or not was reduced in 2016. While the use of jail services from SCORE will be maximized by housing inmates being held pre-disposition that are not eligible for work release, the overall projected cost, including housing, medical, booking, etc. of $2.000 million (unchanged from 2017) will still result in a decrease of 9.1% from the 2016 adopted budget.

CHART 5



- **Budgeted Contingency Expenditures:** The 2018 operating budget includes the required Operating Contingency and Insurance Reserve. Per the City's financial policies, these contingencies total $1.093 million and are funded by allocating a portion of the existing fund balance in the General Fund. The 2018 budget also includes an additional contingency of $185,000 for unanticipated needs, part of which will be known upon a detailed analysis of the impact caused by the adjustment of the Extra Help Pay Table on the cost of PRCS programs and fees.

- **City Hall Debt Service Costs**: The 2018 budget includes $1.661 million in debt service costs for City Hall, of which $320,000 is paid directly by the Federal Government as the subsidy for the Build America Bonds (BABs). The remaining $1.341 million comes from two sources; the General Fund, based on monies previously budgeted for lease payments for City Hall and Annex ($678,871) and Real Estate Excise Tax (REET) collected in the General Capital Fund ($662,546). The City Council authorized staff to use up to $750,000 of REET towards the City's debt service costs for City Hall.

- **Support for Contracted Services**: The 2018 budget includes funding for the operation of the Kruckeberg Botanic Garden, funding for the Shoreline-Lake Forest Park Arts Council, the Shoreline Historical Museum and additional funding for the Shoreline/Lake Forest Park Senior Center, as follows:
  - *Kruckeberg Botanic Garden*: $40,000 to fund the long-term operational plan for the Gardens between the City and the Kruckeberg Botanical Garden Foundation.
  - *Shoreline-Lake Forest Park Arts Council and Shoreline Historical Museum*: $60,000 in funding for each of these organizations to provide services to the Shoreline community and to partner with the City for special events.
  - *Senior Center*: $18,000 in continued funding.

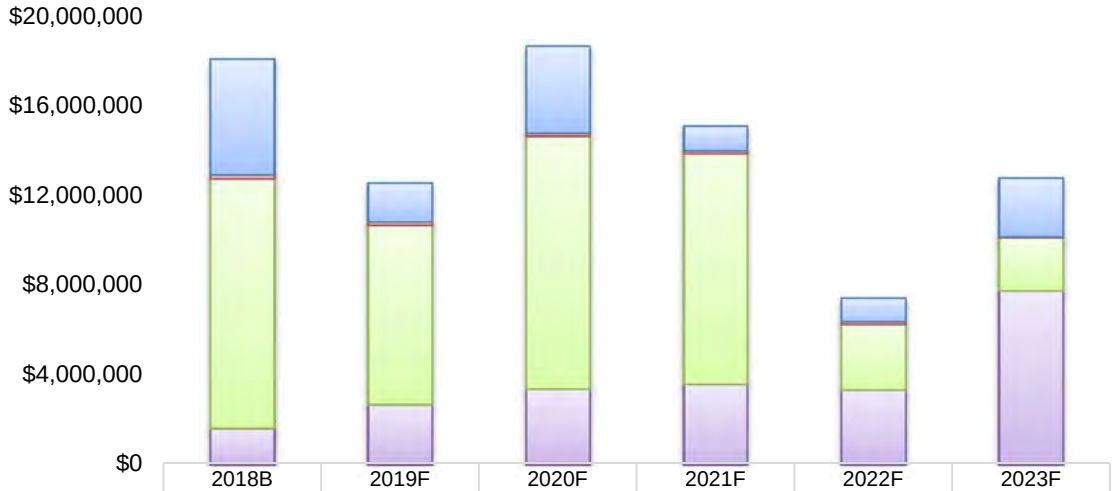
- **Capital Programs**: The 2018 capital budget reflects the 2018 Capital Improvement Program projects proposed in the 2018-2023 Capital Improvement Plan (CIP). The 2018-

2023 CIP, including surface water projects totals $84.547 million, while the 2018 capital budget, including surface water projects, totals $18.088 million.

The CIP covers projects over $10,000 and includes buildings, land acquisition, park facilities, road and transportation projects, and drainage system improvements. Much of the capital improvement activity is funded through contributions from the General Fund, real estate excise tax (REET), grants, and debt issuance.

Chart 6 provides a breakdown of the allocation of capital spending for 2018 through 2023. The change in spending can vary significantly from year to year based on available resources to complete projects and the impact of previously completed capital projects on the City's operating budget. Detailed information on the CIP may be found in the Capital Improvement Program section of this budget document.

CHART 6



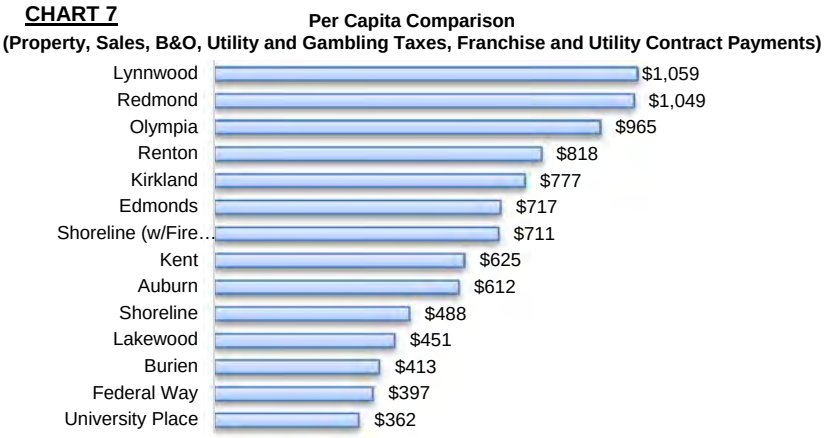
	2018B	2019F	2020F	2021F	2022F	2023F
Facilities & Parks	$5,187,668	$1,763,074	$3,883,304	$1,114,066	$1,053,782	$2,648,782
Facilities Major Maintenance	$153,213	$124,032	$124,032	$124,032	$124,032	$30,000
Transportation	$11,130,166	$8,011,442	$11,257,015	$10,278,066	$2,896,869	$2,363,462
Surface Water Utility	$1,616,785	$2,674,872	$3,383,150	$3,568,376	$3,308,063	$7,729,011
Total	$18,087,832	$12,573,420	$18,647,501	$15,084,540	$7,382,746	$12,771,255

More detailed information regarding changes within the 2018 budget can be found in the individual department sections of this document.

Fiscal Capacity:

As a City, we are challenged by currently limited fiscal capacity. Shoreline is primarily a residential community, with 95.2% of the City's taxable assessed valuation in residential properties. Chart 7 shows a comparison of tax per capita with comparable cities using 2016 data (the most

CHART 7



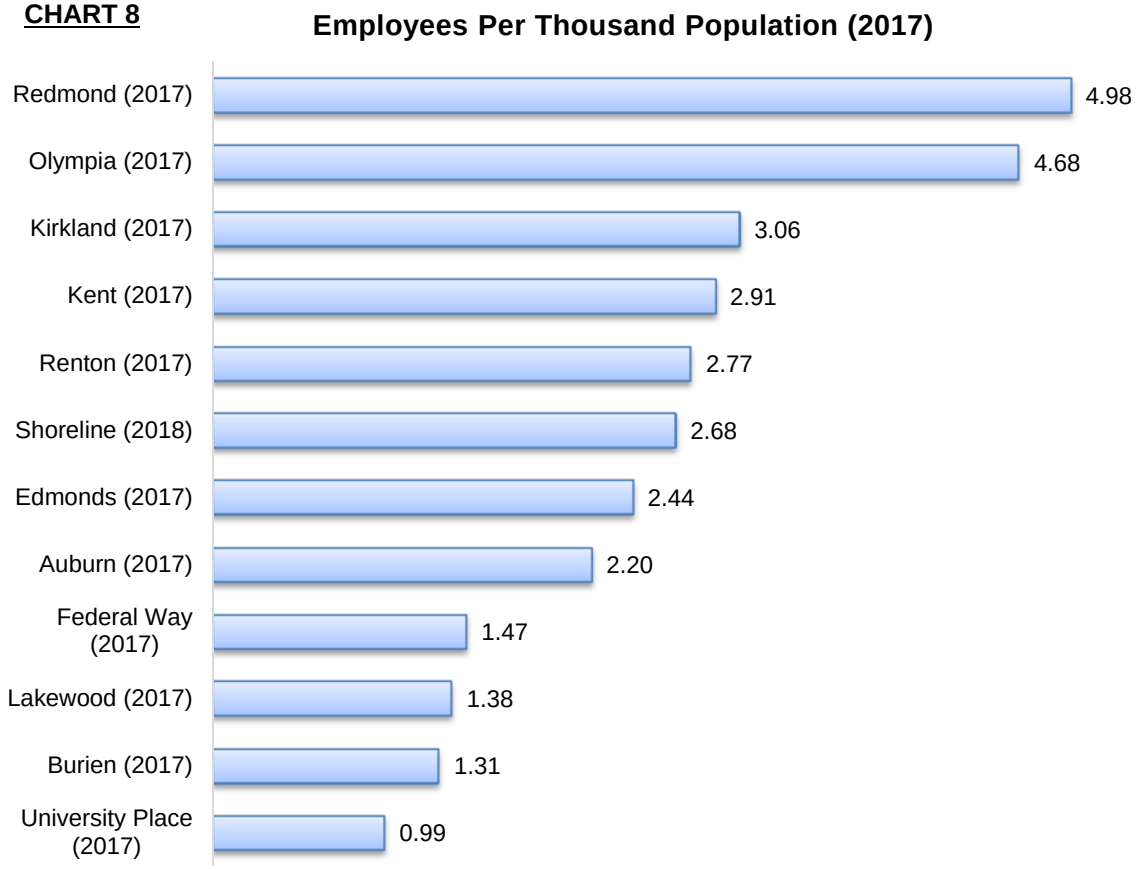
recent year for audited financial data). Shoreline ranks 9th out of 13 comparable cities in per capita tax revenues. Shoreline also has relatively low sales tax revenue per capita, $148.74 in 2016, as compared to many other jurisdictions of similar population. This is especially true with those jurisdictions that have much larger retail centers within their communities. Some of these jurisdictions operate their own fire departments. If the City of Shoreline per capita tax collections included the Fire District's property tax collections, the per capita tax collections would be $711, which would rank 7th out of the 13 comparable cities.

Staffing:

The 2018 budget provides funding for 168.63 regular full-time equivalent (FTE) positions, excluding City Council members, 3.37 term-limited FTEs, and 4.75 FTEs for the Sound Transit Lynnwood Link Extension project.

The City's 2018 ratio of employees per 1,000 population is 2.68, which is a 10.3% increase over 2017 Adopted Budget. As Chart 8 depicts, a comparison of staffing to population shows the City of Shoreline staffing level is less than 5% above the median of 2.56. These ratios have been adjusted to exclude fire, police, special programs and utility personnel from comparable cities.

CHART 8



This page has been intentionally left blank.

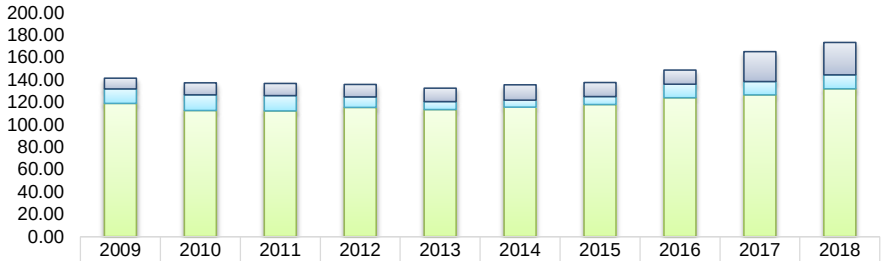
City of Shoreline Regular FTE Summary

Department	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018 Prop.	2018 Changes
City Manager [c]	9.50	9.50	8.75	8.75	13.00	13.00	13.00	17.00	16.75	18.50	1.75
City Clerk	3.80	4.00	4.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Community Services [a]	9.68	8.68	8.68	10.18	8.68	8.68	8.68	8.68	8.68	8.78	0.10
City Attorney	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	0.00
Administrative Services [b, d, e]	18.20	18.50	18.70	21.20	21.20	21.20	21.45	21.45	21.45	24.65	3.20
Human Resources	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	0.00
Police	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Planning & Community Development [c]	27.00	24.35	24.35	20.45	20.00	20.00	21.00	22.00	23.00	24.00	1.00
Parks, Recreation & Cultural Services	27.30	27.30	27.30	27.80	27.68	28.68	29.48	30.60	31.30	31.40	0.10
Public Works	29.43	28.29	28.14	30.38	24.00	24.30	25.45	30.38	31.31	31.14	(0.17)
Surface Water Utility	9.57	10.71	10.86	11.12	12.00	13.70	12.55	12.62	12.69	14.78	2.09
Wastewater Utility	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	14.00	14.13	0.13
Total FTE	**141.48**	**137.33**	**136.78**	**135.88**	**132.56**	**135.56**	**137.60**	**148.73**	**165.18**	**173.38**	**8.20**
Staffing for Sound Transit Lynnwood Link Extension Project [c]								4.00	3.75	4.75	1.00
Net FTE	141.48	137.33	136.78	135.88	132.56	135.56	137.60	144.73	161.43	168.63	7.20

a. Includes 0.50 FTE funded by the Emergency Management Program Grant since 2008
b. Excludes term-limited 1.00 FTE IT Projects Manager for 2016 - June 2019
c. Excludes term-limited 1.00 FTE Senior Planner for 2017 - 2019
d. Excludes term-limited 1.00 FTE Staff Accountant for 2018
e. Excludes term-limited 0.37 FTE increase for Finance Technician for 2017 - 2020

CHART 9

City of Shoreline Regular FTE Summary by Fund Type



	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Utilities	9.57	10.71	10.86	11.12	12.00	13.70	12.55	12.62	26.69	28.91
Capital	12.95	14.00	13.65	9.39	7.11	6.24	7.11	12.09	11.91	12.45
Operating	118.96	112.62	112.27	115.37	113.45	115.62	117.94	124.02	126.58	132.02
Total	141.48	137.33	136.78	135.88	132.56	135.56	137.60	148.73	165.18	173.38

Explanation of 2018 Changes in FTE:

The City aligns staff positions with long-term community service expectations, City Council goals, and the City's ongoing work plan. As such, the 2018 budget proposes the following changes:

Extra Help to FTE Conversion: Given the on-going nature of the need for these positions, the City Manager is recommending that the position be filled by regular benefitted employees.

City Manager's Office :

The Public Disclosure Specialist position is converted to a 0.50 FTE.

Administrative Services :

GIS support positions are converted to create two positions: a 1.00 FTE GIS Technician and a 0.50 FTE IT Systems Specialist.

Positions Necessary for Specific Projects: While not all of these positions are term-limited, should the future demand for these positions diminish and supporting revenue not be available, the positions would be eliminated.

Administrative Services - Financial System Replacement Backfill :

A 1.00 FTE 1-year term limited Staff Accountant is being added to provide backfill support to Accounting and Budget staff during the implementation of the Financial and Human Resources system.

Explanation of 2018 Changes in FTE (Continued):

Positions Necessary for Specific Projects (Continued):

Planning & Community Development - Shoreline School District and Lynnwood Link Extension Projects :

A 1.00 FTE Combination Inspector is added to address the increased permit volumes and complexity, as well as certain projects requiring more inspections.

Staffing for Sound Transit Lynnwood Link Extension Project :

A 1.00 FTE Construction Inspector is added to provide inspection of Sound Transit's construction activities. The cost of this position will be covered by the current Expedited Permitting and Reimbursement Agreement.

Part-Time Adjustments:

Community Services :

The 0.50 FTE Cultural Diversity Coordinator is increased by 0.10 FTE to 0.60 FTE total.

Parks, Recreation & Cultural Services :

The 0.50 FTE Administrative Assistant I is increased by 0.10 FTE to 0.60 FTE total.

Public Works Staff Reallocation and Additions for Street Operations/Surface Water Master Plan:

Public Works Staff Reallocation :

Existing staff have been reallocated between funds to better represent the actual allocation of work.

Additions for Street Operations/Surface Water Master Plan :

Two 1.00 FTE positions are added to increase the maintenance staffing level needed for the Street Operations division and deliver the proactive management strategy in the 2017 Surface Water Master Plan: a 1.00 FTE Public Works Maintenance Worker II (20% General Fund, 60% Street Fund and 20% Surface Water Fund) and a 1.00 FTE Public Works Senior Maintenance Worker (10% Street Fund and 90% Surface Water Fund). Other FTEs added to the Surface Water Utility to deliver the proactive management strategy in the 2017 Surface Water Master Plan include: a 1.00 FTE Engineering Technician and a 1.00 FTE Engineer I - Surface Water.

During 2017 the following changes occurred:

Administrative Services

The 0.63 FTE Finance Technician was increased by 0.37 FTE to 1.00 FTE total in order to provide for a portion of the backfill throughout the Financial and Human Resources Software System Replacement Project. While the system implementation is projected to be completed by mid-2018, the need to backfill may continue into 2019 or 2020 through additional phases of the project to fully implement enhancements to the new system.

Parks, Recreation & Cultural Services

The Extra Help Public Art Coordinator position was converted to a 0.50 FTE starting in May in order to implement the Public Art Plan.

Planning & Community Development

A 0.50 FTE 3-year term limited Senior Planner and 1.00 FTE Plans Examiner II was added in September 2017 in order to meet permitting timelines and maintain the existing level of service provided by existing staff in the City Planning and Building & Inspections divisions.

Public Works

The 1.00 FTE Engineering Technician added in 2014 to support the City's new asset management system, Cityworks, was reclassified to Asset Management Functional Analyst in order to support the training of new staff on the Cityworks tool, and assessments and configuration to facilitate operational improvements in Cityworks. A 1.00 FTE Development Review Engineer II was added in September 2017 in order to meet permitting timelines and maintain the existing level of service provided by existing staff in the Engineering division. In September 2017 the Construction Inspection Supervisor position was reclassified as Development Review and Construction Manager.

Assumption of Ronald Wastewater District (RWD) Staff

Proposed Ordinance No. 777 increased the number of approved FTEs for the City by fourteen and added new position titles to the City's salary table, as follows: WW Utility Administrative Assist I (1.00); WW Utility Customer Service Rep (1.00); WW Utility Accounting Technician (2.00); WW Utility Maintenance Worker (6.00); WW Utility Specialist (2.00); WW Utility Maintenance Manager; and, Finance Manager (1.00). In September 2017, the Wastewater (WW) Utility Maintenance Manager position was reclassified as Wastewater Manager.

Staffing for Sound Transit Lynnwood Link Extension Project

The 0.50 FTE Administrative Assistant II added per the Expedited Permitting and Reimbursement Agreement with Sound Transit in 2016 has been increased to 0.75 FTE in September 2017. A 0.50 FTE 3-year term limited Senior Planner was also added in September 2017.

CITY BUDGET SUMMARY

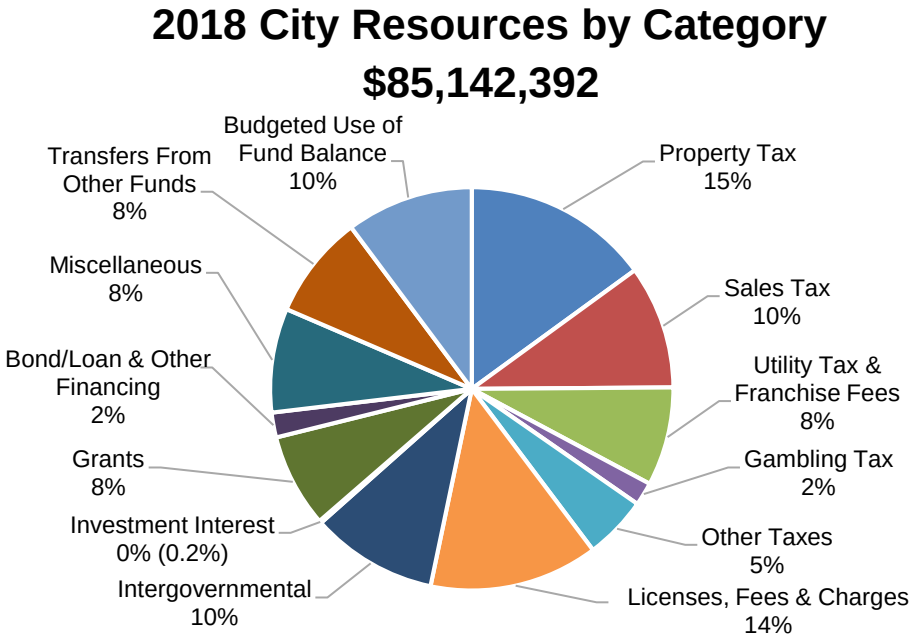
Listed below are the resources and expenditures for all City funds. The resources section lists all revenue and uses by category. Beginning Fund Balance represents the reserves that are available to the City at the beginning of any given year. Operating Uses represent expenses necessary to run the City government on a daily basis while Contingencies represent funding set aside for potential or unforeseen expenditures that may occur. Capital Improvements are the purchases of land, construction of buildings, major street construction or reconstruction, or drainage system improvements. Interfund Transfers represent transfers of funds from one City fund to another City fund to pay for services or capital purposes. Revenues and expenditures are recorded in all funds. Ending Fund Balance represents the reserves that are available to the City at the end of any given year. These reserves represent both reserves for unanticipated events and reserves designated for future capital purposes. The Budgeted Use of Fund Balance is required to balance certain funds and the difference between resources and expenditures presented here may be offset by surpluses in other funds.

	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Proposed Budget	2018 Proposed Budget vs. 2017 Current Budget	% Change from 2017 Current Budget
Resources:							
Beginning Fund Balance	$ 34,650,550	$ 34,091,543	$ 41,340,982	$ 38,959,694	$ 31,657,994	$ (9,682,988)	(23.42%)
Revenues:							
Property Tax	$10,672,179	$10,815,205	$12,531,317	$12,270,833	$12,759,858	$228,541	1.82%
Sales Tax	$7,756,235	$8,189,740	$7,969,800	$8,239,609	$8,428,191	458,391	5.75%
Utility Tax & Franchise Fees	$6,482,210	$6,310,151	$6,805,609	$6,737,061	$6,739,894	(65,715)	(0.97%)
Gambling Tax	$1,570,217	$1,559,453	$1,587,425	$1,587,425	$1,587,425	-	0.00%
Other Taxes	$5,143,448	$4,710,643	$3,875,909	$4,915,429	$4,315,279	439,370	11.34%
Licenses, Fees & Charges	$7,734,972	$9,038,691	$25,691,888	$10,199,190	$11,536,594	(14,155,294)	(55.10%)
Intergovernmental	$5,959,771	$5,503,577	$6,060,305	$6,242,487	$8,643,907	2,583,602	42.63%
Investment Interest	$138,684	$240,524	$266,791	$201,293	$162,827	(103,964)	(38.97%)
Grants	$11,591,461	$4,239,864	$11,938,894	$8,589,520	$6,383,403	(5,555,491)	(46.53%)
Bond/Loan & Other Financing	$1,704,720	$3,719,989	$1,700,000	$1,695,996	$1,697,925	(2,075)	(0.12%)
Miscellaneous	$2,824,566	$2,156,248	$4,371,950	$5,125,467	$7,109,664	2,737,714	62.62%
Sub-Total Revenues	**$61,578,463**	**$56,484,085**	**$82,799,888**	**$65,804,310**	**$69,364,967**	**$ (13,434,921)**	**(16.23%)**
Transfers From Other Funds	**$3,856,042**	**$7,483,926**	**$9,076,208**	**$7,628,628**	**$7,087,145**	**(1,989,063)**	**(21.92%)**
Total Revenues	**$65,434,505**	**$63,968,011**	**$91,876,096**	**$73,432,938**	**$76,452,112**	**$ (15,423,984)**	**(16.79%)**
Total Resources	**$100,085,055**	**$98,059,555**	**$133,217,078**	**$112,392,632**	**$108,110,106**	**$ (25,106,972)**	**(18.85%)**
Uses:							
Operating Uses							
Salaries & Wages	$ 9,798,513	$ 10,685,731	$ 12,099,347	$ 11,916,791	$ 12,699,933	$ 600,586	4.96%
Personnel Benefits	3,709,926	3,834,098	4,540,524	4,445,330	4,888,813	348,289	7.67%
Supplies	$ 820,167	$ 1,127,251	$ 1,682,553	$ 1,666,389	$ 937,608	$ (744,945)	(44.27%)
Other Services & Charges	6,488,623	6,858,849	10,108,736	9,466,561	8,705,010	(1,403,726)	(13.89%)
Intergovernmental Services	$ 13,966,843	$ 13,603,866	$ 14,976,465	$ 14,517,507	$ 15,342,237	$ 365,772	2.44%
Capital Outlays	379,720	132,954	776,616	779,860	352,533	(424,083)	(54.61%)
Contingencies	$ -	$ -	$ 1,087,143	$ 155,945	$ 1,278,338	$ 191,195	17.59%
Sub-Total Operating Uses	**$ 35,163,792**	**$ 36,242,748**	**$ 45,271,384**	**$ 42,948,383**	**$ 44,204,472**	**$ (1,066,912)**	**(2.36%)**
Other Uses							
Facilities, Parks and Transp Capital (CIP)	$ 19,048,299	$ 6,939,687	$ 26,461,351	$ 20,479,540	$ 15,920,922	$ (10,540,429)	(39.83%)
*Surface Water Utility	3,770,448	4,016,863	5,357,643	4,966,142	5,998,797	641,154	11.97%
*Wastewater Utility	$ -	$ -	$ 17,676,260	$ 406,213	$ 2,112,308	$ (15,563,952)	(88.05%)
Internal Service Charges	524,316	755,868	898,369	825,227	1,000,083	101,714	11.32%
Debt Service	$ 3,630,615	$ 3,660,769	$ 3,629,130	$ 3,624,726	$ 3,614,967	$ (14,163)	(0.39%)
Interfund Transfers	3,856,042	7,483,925	9,153,198	7,484,407	7,087,145	(2,066,053)	(22.57%)
Sub-Total Other Uses	**$ 30,829,721**	**$ 22,857,112**	**$ 63,175,951**	**$ 37,786,255**	**$ 35,734,222**	**$ (27,441,729)**	**(43.44%)**
Total Uses	**$ 65,993,512**	**$ 59,099,861**	**$ 108,447,335**	**$ 80,734,638**	**$ 79,938,694**	**$ (28,508,641)**	**(26.29%)**
Ending Fund Balance	**$ 34,091,543**	**$ 38,959,694**	**$ 24,769,743**	**$ 31,657,994**	**$ 28,171,412**	**$ 3,401,669**	**13.73%**
Budgeted Use of Fund Balance			$ 16,017,863	$ -	$ 8,690,280		
**These categories include salaries and benefits for City staff. In 2018, these total*				$ 5,028,986			

THE CITY BUDGET

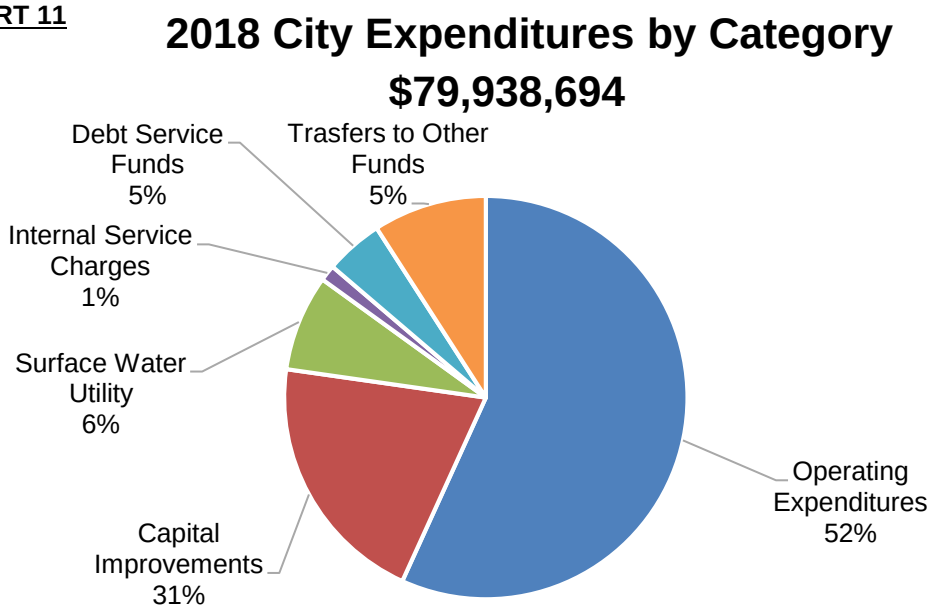
Where the money will come from …

CHART 10



How will the money be spent …

CHART 11



City of Shoreline
2018 All Funds Resources/Expenditures Summary

Fund	Beginning Fund Balance (A)	2018 Revenue (B)	2018 Transfers In (C)	2018 Total Resources (A+B+C=D)	2018 Expenditures (E)	2018 Transfers Out (F)	2018 Total Expenditures (E+F=G)	Ending Fund Balance (D-G=H)	Total 2018 Appropriation
General Fund (O)	$ 11,393,659	$ 41,916,898	$ 1,833,395	$ 55,143,952	$ 42,314,411	$ 4,186,451	$ 46,500,862	$ 8,643,090	$ 46,500,862
Street Fund (O)	853,662	1,296,037	492,040	2,641,739	1,449,588	927,227	$ 2,376,815	264,924	2,376,815
Revenue Stabilization Fund (O)	5,150,777	-	-	5,150,777	-	-	-	5,150,777	-
Property Tax Equalization Fund (O)	-	-	-	-	-	-	-	-	-
Code Abatement Fund (O)	275,035	80,550	-	355,585	130,000	-	130,000	225,585	130,000
State Drug Enforcement Forfeiture Fund (O)	12,033	18,243	-	30,276	18,243	-	18,243	12,033	18,243
Federal Drug Enforcement Forfeiture Fund (O)	22,426	13,000	-	35,426	13,000	-	13,000	22,426	13,000
Federal Criminal Forfeiture Fund (O)	1,500	-	-	1,500	-	-	-	1,500	-
Public Arts Fund (I)	295,696	5,000	-	300,696	195,246	-	195,246	105,450	195,246
Transportation Impact Fees Fund (C)	1,401,065	200,000	-	1,601,065	-	221,400	221,400	1,379,665	221,400
Park Impact Fees Fund (C)	-	50,000	-	50,000	-	50,000	50,000	-	50,000
2006 Unltd. General Obligation Bond Fund (D)	4,320	1,697,925	-	1,702,245	1,697,925	-	1,697,925	4,320	1,697,925
2009 Ltd. General Obligation Bond Fund (D)	41	320,000	1,341,417	1,661,458	1,661,417	-	1,661,417	41	1,661,417
2013 Ltd. General Obligation Bond Fund (D)	67	-	260,635	260,702	260,635	-	260,635	67	260,635
General Capital Fund (C)	1,991,622	1,594,755	1,701,505	5,287,882	4,501,621	686,047	5,187,668	100,214	5,187,668
City Facility-Major Maint. Fund (C)	110,398	883	124,032	235,313	153,213	-	153,213	82,100	153,213
Roads Capital Fund (C)	4,766,651	8,672,066	1,202,009	14,640,726	11,072,972	57,194	11,130,166	3,510,560	11,130,166
Surface Water Utility Fund (E)	1,798,398	10,257,415	-	12,055,813	6,215,255	710,310	6,925,565	5,130,248	6,925,565
Wastewater Utility Fund (E)	-	2,297,901	-	2,297,901	2,297,901	-	2,297,901	-	2,297,901
Vehicle Operations Fund (I)	268,516	503,786	-	772,302	523,786	248,516	772,302	-	772,302
Equipment Replacement Fund (I)	3,253,765	508,997	63,623	3,826,385	328,836	-	328,836	3,497,549	328,836
Unemployment Fund (I)	58,363	-	-	58,363	17,500	-	17,500	40,863	17,500
Total City Funds	**$ 31,657,994**	**$ 69,433,456**	**$ 7,018,656**	**$ 108,110,106**	**$ 72,851,549**	**$ 7,087,145**	**$ 79,938,694**	**$ 28,171,412**	**$ 79,938,694**

(O): Operating Fund
(D): Debt Service Fund
(C): Capital Fund
(E): Enterprise Fund
(I): Internal Service Fund

CHART 12

2018 Appropriation By Fund
$79,938,694

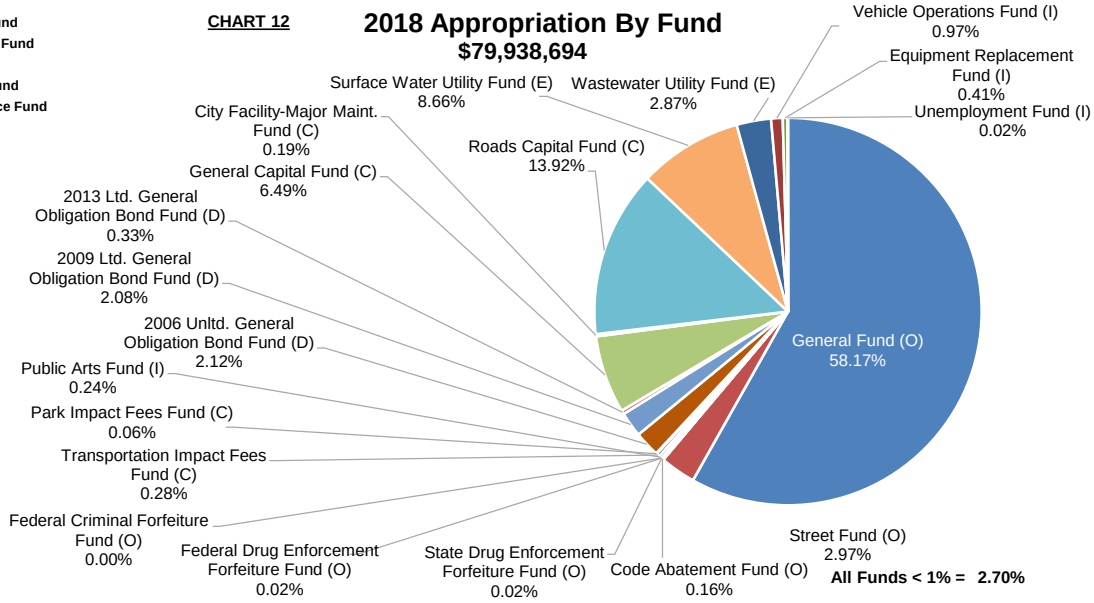


CHART 13

2018 Appropriation By Fund Type
$79,938,694

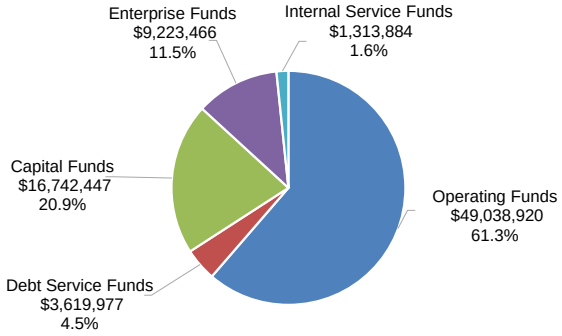
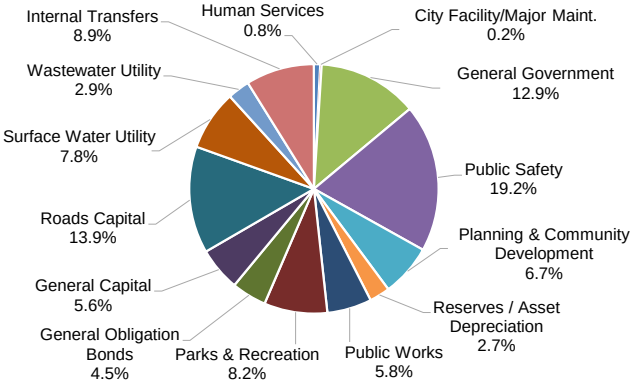


CHART 14

2018 Appropriation By Service Type
$79,938,694



CITY REVENUE SOURCES

The City of Shoreline receives revenues from local property, sales, utility, and gambling taxes; a variety of population based state-shared revenues; user fees for development services and parks programs; and, grants, fines, and other miscellaneous revenues. Budgeted resources for all of the City's funds, inclusive of the budgeted use of fund balance and transfers between funds, totals $85.142 million. Budgeted appropriations, including transfers between funds, total $79.939 million. Excess resources will remain in fund balance until they are appropriated at a later date.

General Fund

The General Fund resource base is $48.099 million and is comprised of the budgeted use of fund balance ($4.349 million, 9.0%), operating revenues ($41.917 million, 87.2%), and transfers-in from other funds for their share of the General Fund overhead ($1.078 million, 2.2%), from the Street Fund of fund balance greater than itsm minimum required reserve ($0.630 million, 1.3%), and from the Vehicle Operations Fund ($0.125 million, 0.3%).

CHART 15

General Fund Resources
$48,098,763

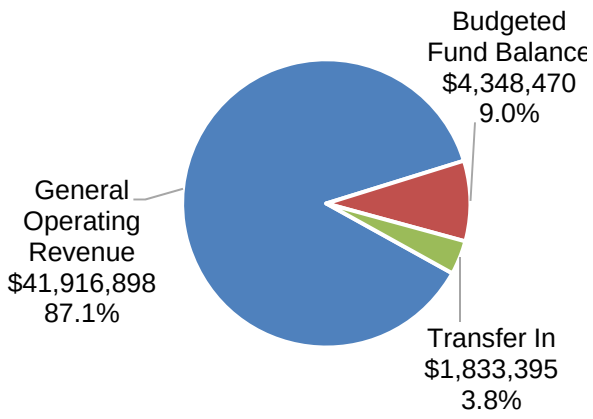
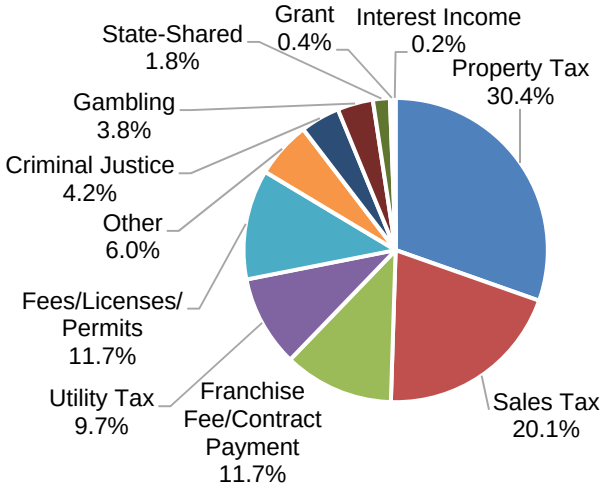


CHART 16

General Fund Operating Revenues
$41,916,898



Property Tax

Shoreline voters approved Proposition 1 in November 2010, which set a property tax rate of $1.48 per $1,000 assessed valuation (AV) for 2011. It also included an annual escalator based upon the change in the June-to-June Consumer Price Index for All Urban Consumers for the Seattle Area (CPI-U) for years 2012 through 2016. In 2011, the AV was $6.695 billion and the property tax levy was set at $9.909 million. At the time that Proposition 1 was before voters, staff assumed that the AV for 2012 taxes was projected to increase by approximately 2.3%. In fact, the AV actually dropped by 5.0% to $6.369 billion. As a result the levy was not allowed to increase by inflation as the levy rate increased from the 2011 rate of $1.48 to the maximum rate of $1.60. This created a situation where the City's total property tax levy could only increase through new construction to a total of $10.191 million. In 2013, the AV decreased by 5.0% to $6.052 billion. This decline in AV caused the levy rate to remain at the maximum rate of $1.60. With the levy rate remaining at $1.60, the levy was not allowed to increase by inflation because it was ratcheted down to $9.684 million. In 2014, the AV increased by 6.6% to $6.452 billion. For first time growth in the City's AV allowed the City to increase the property tax levy by the rate of inflation as allowed in Proposition 1. The levy base was returned the previous highest year's base of $10.191 million (from 2012) and allowed to increase to $10.324 million; however, the levy rate remained at $1.60. In 2015, the AV increased by 15.0% to $7.422 billion allowed the levy to increase by the rate of inflation and new construction to $10.617 million. For the first time the levy rate dropped to $1.43. In 2016, the AV increased by 10.4% to $8.196 billion which allowed the levy to increase by the rate of inflation and new construction to $10.908 million and the levy rate to drop to $1.33. Shoreline voters renewed Proposition 1 in November 2016, which set the property tax rate of $1.39 per $1,00 AV for 2017 and included an annual escalator based upon the change in the June-to-June CPI-U for years 2017-2022.

In 2017, the City of Shoreline property tax regular levy rate and excess voted levy rates increased from $1.33 to $1.39 and $0.21 to $0.19, respectively. When all the taxing jurisdictions' levy rates are combined the total levy rate decreased from $11.70 to $11.23. Chart 17 exhibits the amount a homeowner of a residence with a median value (as determined by the King County Department of Assessments) paid to the City and all other taxing jurisdictions. In 2017, a total of $4,335 in property taxes is paid to all taxing jurisdictions, which is $205 more than that paid in 2016.

CHART 17

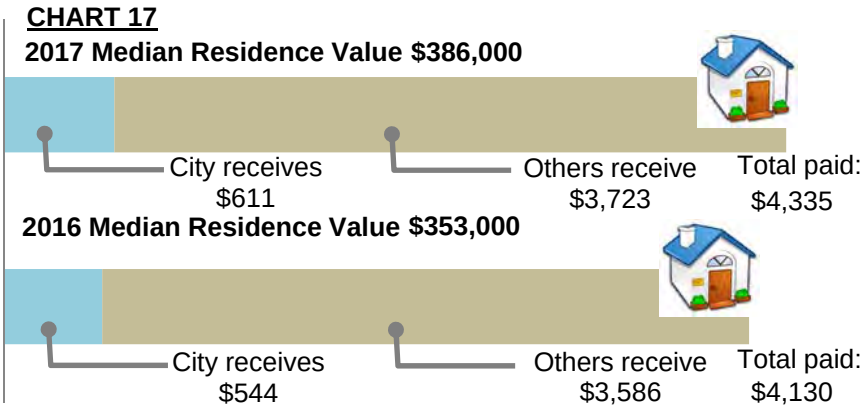


Chart 18 and the table below provide information regarding the allocation of the total 2017 levy rate for all taxing districts within Shoreline. The City receives 14¢ of each dollar of property tax paid, which would equate to 12¢ ($537 total) for the regular levy and 2¢ ($75 total) for the excess voted levy. A homeowner will pay $68 more than that paid in 2016.

CHART 18

	Assessed Value	Per $1,000 (AV/$1,000)		Rate		Assessment	%
City	$ 386,000	386.00	X	$ 1.58	=	$ 611	14%
King County	$ 386,000	386.00	X	1.50	=	$ 579	13%
Shoreline School Dist.	$ 386,000	386.00	X	$ 3.89	=	$ 1,503	35%
State Schools	$ 386,000	386.00	X	2.03	=	$ 784	18%
Fire District	$ 386,000	386.00	X	$ 1.10	=	$ 425	10%
Library District	$ 386,000	386.00	X	0.45	=	$ 174	4%
Port of Seattle	$ 386,000	386.00	X	$ 0.15	=	$ 59	1%
King Co. EMS	$ 386,000	386.00	X	0.26	=	$ 102	2%
CPSRTA	$ 386,000	386.00	X	$ 0.25	=	$ 97	2%
TOTAL				**$ 11.23**		**$ 4,335**	**100%**

Source: King County Department of Assessments; 2017 Median Residence Value for Shoreline reported per Assessed Value and Taxes by City

The 2018 proposed budget assumes the AV will increase by 9.8% to $9.764 billion according to the latest forecast available from the Puget Sound Economic Forecaster, and the regular property tax levy will generate $12.760 million. AV, excluding new construction, is projected to grow in future years, as follows: 7.4% in 2019; 1.5% growth in 2020; 2.6% growth in 2021; 3.0% growth in 2022; and, 3.4% in 2023.

Property Tax Historical Comparison & Forecast

CHART 19

	2015A	2016A	2017E	2018B	2019F	2020F	2021F	2022F	2023F
Revenue	$10,672,179	$10,815,205	$12,270,833	$12,759,858	$13,112,277	$13,455,727	$13,802,778	$14,157,267	$14,352,374
$ Change	$416,856	$143,026	$1,455,628	$489,025	$352,419	$343,450	$347,051	$354,489	$195,107
% Change	4.1%	1.3%	13.5%	4.0%	2.8%	2.6%	2.6%	2.6%	1.4%

Sources: City of Shoreline; King County Department of Assessments

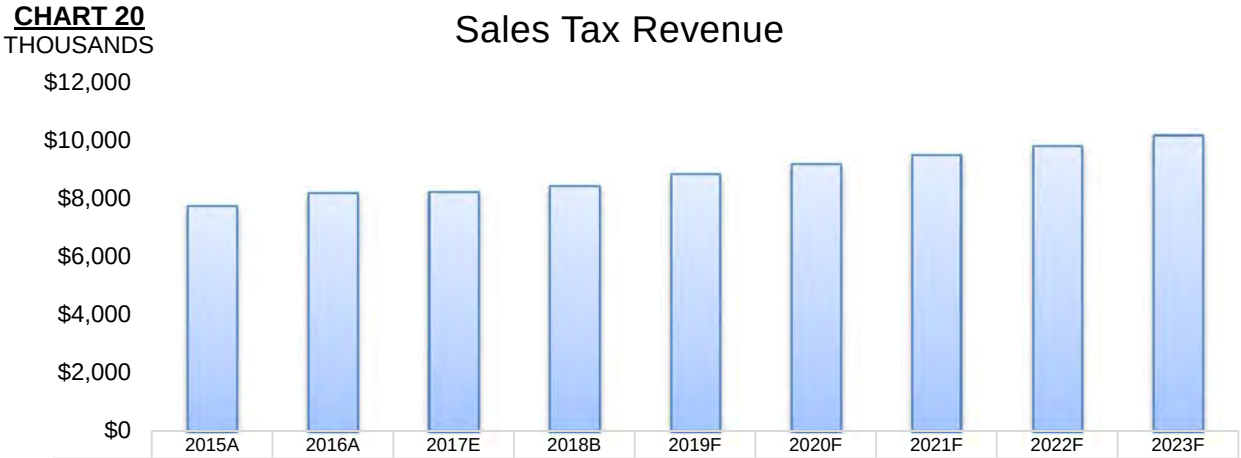
Sales Tax

General sales tax, the third largest revenue source for City operations, totals $8.428 million and reflects increases over the 2017 budget and 2017 revised projection of $458,391, or 5.8%, and $188,582, or 2.3%, respectively.

Shoreline's sales tax base consists largely of basic consumer goods, and, therefore, sales tax collections were fairly consistent prior to the recession. The recession resulted in a significant reduction in construction and building material sales taxes prior to 2011. Automobiles are large ticket items in the Shoreline sales tax base, and these sales held fairly steady even during the height of the recession. There was some growth in automobile sales during 2011, 2012, 2013, and 2014 and more substantial growth in 2015 and 2016. Staff will continue to be conservative in future projections and use a rate of growth of 5.1% in 2019 and between 3.4 to 3.6% in 2020 through 2023.

Sales Tax Historical Comparison & Forecast

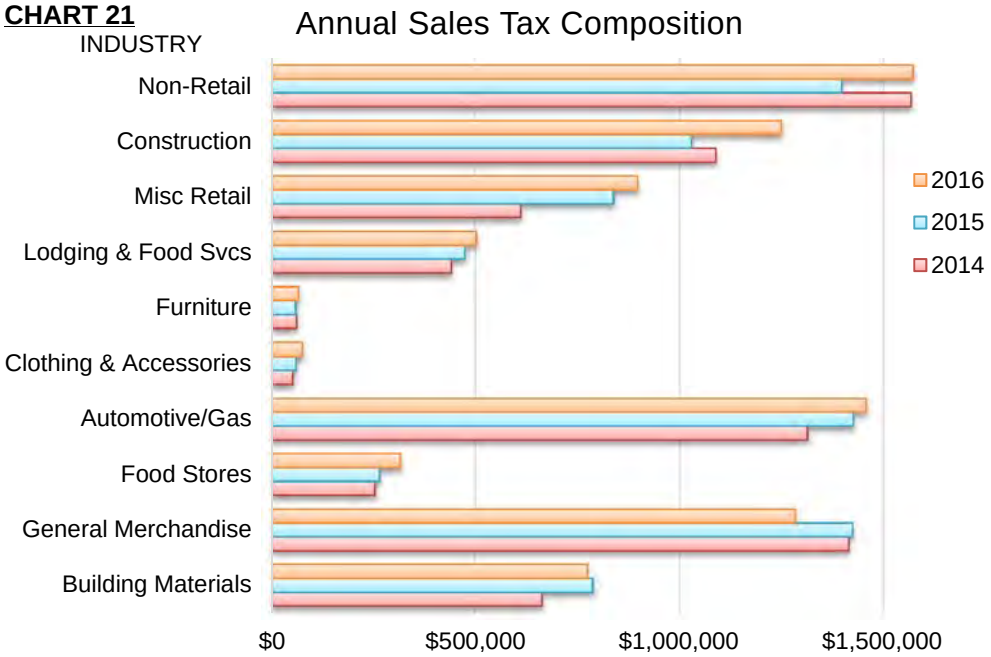
CHART 20



	2015A	2016A	2017E	2018B	2019F	2020F	2021F	2022F	2023F
Revenue	$7,756,235	$8,189,740	$8,239,609	$8,428,191	$8,853,591	$9,176,229	$9,499,130	$9,821,654	$10,163,744
$ Change	$293,348	$433,505	$49,869	$188,582	$425,400	$322,639	$322,900	$322,524	$342,090
% Change	3.9%	5.6%	0.6%	2.3%	5.0%	3.6%	3.5%	3.4%	3.5%

Sources: City of Shoreline; The Puget Sound Economic Forecaster History and Ten-Year Forecast, June 2017

CHART 21



Gambling Tax

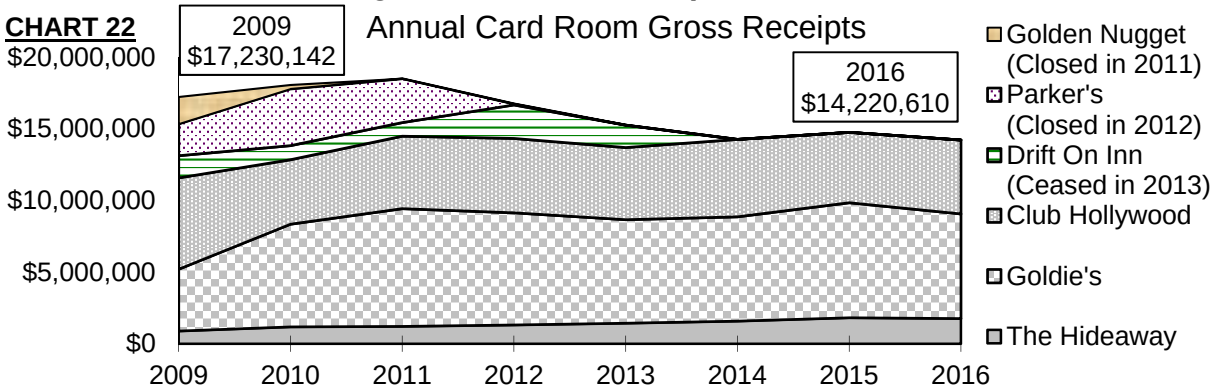
Gambling tax rate limits are set by the state and vary by game. In 1998, the State allowed the opening of “mini-casinos” and expanded the number of card rooms and the betting limits. This expansion resulted in revenue increases of 76% and 48% in 1998 and 1999, respectively. The City’s gambling tax revenues come from card room and pull-tab activity. For the next few years, gambling tax revenues stabilized at around $2.5 million. A new mini-casino was opened during the fourth quarter of 2003. This resulted in a total collection of $2.86 million in 2003. Actual revenue for 2004 totaled $3,321,060, which is an increase over the prior year of $465,779. The City’s tax rate has held at 10% since April 2007. Actual tax collections for 2009-2016 appear in Chart 22 below.

In 2018, collections are projected to total $1.587 million. Staff has assumed no growth in future years in tax collections with a baseline of $1.587 million.

The City Council has a policy to retain only an amount equal to a 7% card room tax rate in the General Fund’s on-going revenue base and transfer the difference of 3% to support capital project planning and delivery. This policy was adopted in order to reduce the General Fund’s reliance on this revenue source for general operations of the City in response to several attempts by the State Legislature to lower the allowable City tax rate. In 2012 the Transportation Planning Program was moved from the Roads Capital Fund to the General Fund and the transfer was decreased starting in 2014 by the amount required to fund this program. The estimated transfer for 2018 is $97,651.

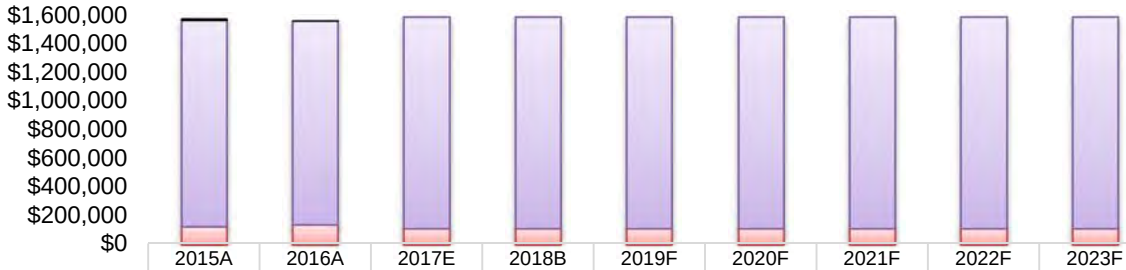
Gambling Tax Historical Comparison & Forecast

CHART 22



Source: Washington State Gambling Commission

CHART 23



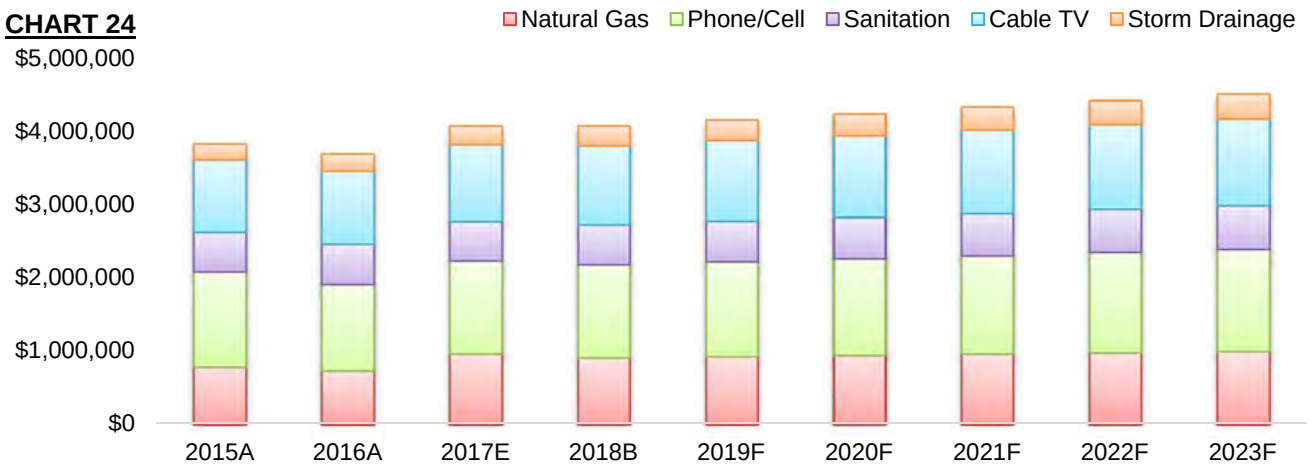
	2015A	2016A	2017E	2018B	2019F	2020F	2021F	2022F	2023F
Total Revenue	$1,570,217	$1,559,611	$1,587,425	$1,587,425	$1,587,425	$1,587,425	$1,587,425	$1,587,425	$1,587,425
Promissory Note(s)	$6,088	$2,142	$0	$0	$0	$0	$0	$0	$0
Card Games	$1,440,782	$1,420,061	$1,475,000	$1,475,000	$1,475,000	$1,475,000	$1,475,000	$1,475,000	$1,475,000
Amusement Games	$124	$868	$125	$125	$125	$125	$125	$125	$125
Pulltabs	$123,223	$136,539	$112,300	$112,300	$112,300	$112,300	$112,300	$112,300	$112,300

Utility Taxes

The Council enacted a 6% utility tax on natural gas, telephone, cellular telephone, pager services, and sanitation services along with a 1% utility tax on cable effective in 2000. In 2005 a 6% utility tax was applied to storm drainage and the tax rate for cable television was increased to 6% on July 1, 2007. Projected revenues in 2018 from utility taxes are $4.065 million. This is an increase of $1,433, or 0.0%, when compared to projected 2017 utility tax collections.

- In the natural gas category revenues are again budgeted at the same amount that was originally budgeted for 2017.
- Revenues from telephone or communication services are expected to remain equal to the 2017 projection. This category is closely monitored as it has declined since 2010 but will most likely continue to due to competition and the change in use of technology.
- Sanitation utility tax revenues are projected to increase 2.4% based upon current inflation rates as allowed under the contract.
- Cable television utility tax revenues are expected to increase 3.0%.
- Revenues from the storm drainage utility tax are projected to increase by 5.0%.

Utility Tax Historical Comparison & Forecast



Revenue	2015A	2016A	2017E	2018B	2019F	2020F	2021F	2022F	2023F
Natural Gas	**$785,472**	**$730,924**	**$961,800**	**$906,500**	**$923,994**	**$941,795**	**$958,559**	**$975,458**	**$992,873**
Annual Change		($54,548)	$230,876	($55,300)	$17,494	$17,800	$16,764	$16,899	$17,415
% Change		(6.9%)	31.6%	(5.7%)	1.9%	1.9%	1.8%	1.8%	1.8%
Phone/Cell	**$1,290,650**	**$1,176,088**	**$1,269,000**	**$1,269,000**	**$1,293,490**	**$1,318,409**	**$1,341,877**	**$1,365,533**	**$1,389,912**
Annual Change		($114,562)	$92,912	$0	$24,490	$24,919	$23,468	$23,656	$24,379
% Change		(8.9%)	7.9%	0.0%	1.9%	1.9%	1.8%	1.8%	1.8%
Sanitation	**$547,487**	**$548,522**	**$533,300**	**$546,000**	**$556,537**	**$567,259**	**$577,356**	**$587,534**	**$598,024**
Annual Change		$1,035	($15,222)	$12,700	$10,537	$10,721	$10,097	$10,178	$10,489
% Change		0.2%	(2.8%)	2.4%	1.9%	1.9%	1.8%	1.8%	1.8%
Cable TV	**$990,546**	**$998,465**	**$1,044,700**	**$1,076,000**	**$1,096,765**	**$1,117,894**	**$1,137,793**	**$1,157,851**	**$1,178,523**
Annual Change		$7,919	$46,235	$31,300	$20,765	$21,129	$19,899	$20,058	$20,671
% Change		0.8%	4.6%	3.0%	1.9%	1.9%	1.8%	1.8%	1.8%
Storm Drainage	**$217,035**	**$239,060**	**$254,661**	**$267,394**	**$280,764**	**$294,802**	**$309,542**	**$325,019**	**$341,270**
Annual Change		$22,025	$15,601	$12,733	$13,370	$14,038	$14,740	$15,477	$16,251
% Change		10.1%	6.5%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%
Total Revenue	**$3,831,190**	**$3,693,059**	**$4,063,461**	**$4,064,894**	**$4,151,551**	**$4,240,158**	**$4,325,127**	**$4,411,395**	**$4,500,601**
Annual Change		($138,131)	$370,402	$1,433	$86,657	$88,607	$84,969	$86,269	$89,206
% Change		(3.6%)	10.0%	0.0%	2.1%	2.1%	2.0%	2.0%	2.0%

Source: City of Shoreline

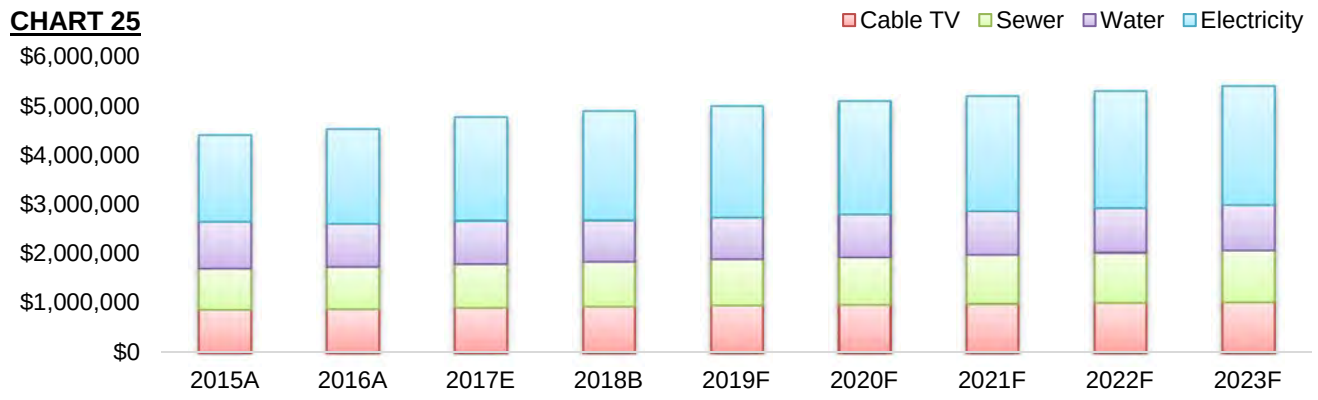
Franchise Fee Payments

The City has entered into agreements with many of the public utilities that provide services to our citizens. Agreements have been reached with Seattle City Light, Seattle Public Utilities (Water), North City Water District, and Ronald Wastewater District. With the exception of Seattle City Light, these utilities pay a contract fee to the City in an amount equal to six-percent of their revenues. Until April 1, 2008 Seattle City Light (SCL) paid six-percent of the "power" portion of the electric revenues. On April 1, 2008, SCL began to pay a 3% contract payment on the "distribution" revenues. That rate increased to 6% on January 1, 2009 which ultimately resulted in a 6% payment on total electrical revenues. For residential customers the power portion of charges for electricity is approximately 60% of the total. The remaining 40% is linked to the cost of distribution of electricity.

The total projected revenue from franchise fee payments is $4.887 million. This is an increase of $118,550, or 2.5%, when compared to projected 2017 franchise fee payment collections.

- Electricity contract payments from Seattle City Light (SCL) are expected to grow by $117,300, or 5.6%.
- Sewer contract payments are $909,000. This is based on the City's agreement with the Ronald Wastewater District for annual increases of 3%.
- Revenues from water contract payments are expected to increase to $822,900. Annual future growth is projected to equal 80% of projected inflation rates.
- The cable television franchise fee is set at a rate equal to five-percent of gross cable service revenues. Revenues are expected to increase by $27,450, or 3.0%. Annual future growth is projected to equal 80% of projected inflation rates.

Franchise Fees Historical Comparison & Forecast



Revenue	2015A	2016A	2017E	2018B	2019F	2020F	2021F	2022F	2023F
Cable TV	**$876,082**	**$882,412**	**$915,450**	**$942,900**	**$961,097**	**$979,612**	**$997,049**	**$1,014,627**	**$1,032,741**
Annual Change		$6,330	$33,038	$27,450	$18,197	$18,515	$17,437	$17,577	$18,114
% Change		0.7%	3.7%	3.0%	1.9%	1.9%	1.8%	1.8%	1.8%
Sewer	**$835,000**	**$860,000**	**$883,000**	**$909,000**	**$936,000**	**$964,080**	**$993,002**	**$1,022,792**	**$1,053,476**
Annual Change		$25,000	$23,000	$26,000	$27,000	$28,080	$28,922	$29,790	$30,684
% Change		3.0%	2.7%	2.9%	3.0%	3.0%	3.0%	3.0%	3.0%
Water	**$939,938**	**$874,680**	**$875,100**	**$822,900**	**$838,781**	**$854,940**	**$870,158**	**$885,498**	**$901,307**
Annual Change		($65,258)	$420	($52,200)	$15,881	$16,159	$15,218	$15,340	$15,809
% Change		(6.9%)	0.0%	(6.0%)	1.9%	1.9%	1.8%	1.8%	1.8%
Electricity	**$1,756,769**	**$1,925,632**	**$2,094,700**	**$2,212,000**	**$2,254,689**	**$2,298,124**	**$2,339,032**	**$2,380,267**	**$2,422,762**
Annual Change		$168,863	$169,068	$117,300	$42,689	$43,436	$40,907	$41,235	$42,495
% Change		9.6%	8.8%	5.6%	1.9%	1.9%	1.8%	1.8%	1.8%
Total Revenue	**$4,407,789**	**$4,542,724**	**$4,768,250**	**$4,886,800**	**$4,990,566**	**$5,096,756**	**$5,199,241**	**$5,303,184**	**$5,410,286**
Annual Change		$134,935	$225,526	$118,550	$103,766	$106,190	$102,485	$103,943	$107,102
% Change		3.1%	5.0%	2.5%	2.1%	2.1%	2.0%	2.0%	2.0%

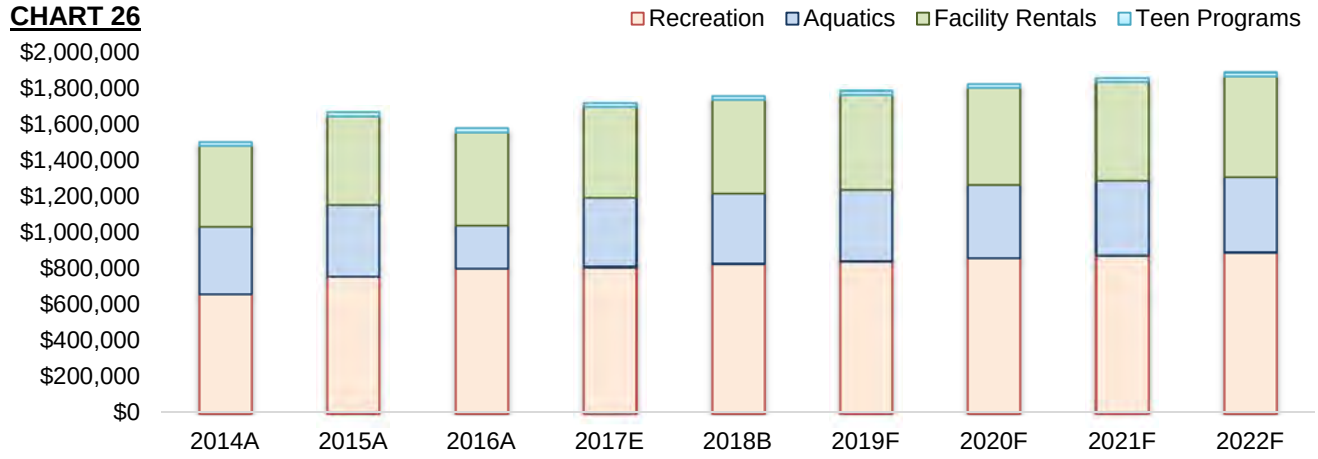
Source: City of Shoreline

Recreation Fees

In 2015, revenue was 11.4% more than 2014 collections largely due to increased participation in recreation program offerings and a higher level of facility rentals. In 2016, receipts were $91,300 less than 2015 collections due to the extended closure of the Shoreline Pool while maintenance was performed. In 2017, receipts are projected to be $141,228 more than 2016 collections as the pool returns to a full year of operation; however, Facility Rentals revenues are projected to be $7,700 less due to the three month closure of Twin Ponds soccer fields while maintenance is being performed.

Projected revenue from parks and recreation fees for 2018 total $1.688 million. Revenue projections for 2018 are conservative since pool usage is currently at full capacity. Revenue from the general recreation activities is projected to decrease by $39,200, or 4.8%, largely due to the Shoreline School District's earlier start for the 2018-2019 school year, which will directly impact the summer camps. Revenue from facility rentals is expected to return to the 2016 level as Twin Ponds soccer fields return to a full year of operation. Teen Program revenue is expected to remain equal to the 2017 projection. In the future the fees are expected to increase by the June-to-June change of the CPI-U. As revenues will likely be impacted by programming changes, facility maintenance, and other unforeseen issues, the growth projection is limited to 80% of projected inflation rates, as follows: 3.7% in 2019, 1.9% in 2020, and 1.8% each in 2021 through 2023.

Recreation Fee Historical Comparison & Forecast



Revenue	2015A	2016A	2017E	2018B	2019F	2020F	2021F	2022F	2023F
Recreation	**$760,773**	**$804,487**	**$812,764**	**$773,564**	**$808,125**	**$823,693**	**$838,355**	**$853,135**	**$868,366**
Annual Change		$43,714	$8,277	($39,200)	$34,561	$15,568	$14,662	$14,780	$15,231
% Change		5.7%	1.0%	(4.8%)	4.5%	1.9%	1.8%	1.8%	1.8%
Aquatics	**$395,456**	**$237,277**	**$380,981**	**$377,450**	**$394,439**	**$402,038**	**$409,194**	**$416,408**	**$423,842**
Annual Change		($158,179)	$143,704	($3,531)	$16,989	$7,599	$7,156	$7,214	$7,434
% Change		(40.0%)	60.6%	(0.9%)	4.5%	1.9%	1.8%	1.8%	1.8%
Facility Rentals	**$491,095**	**$514,559**	**$506,904**	**$514,800**	**$524,696**	**$534,766**	**$544,249**	**$553,809**	**$563,660**
Annual Change		$23,464	($7,655)	$7,896	$9,896	$10,070	$9,483	$9,559	$9,852
% Change		4.8%	(1.5%)	1.6%	1.9%	1.9%	1.8%	1.8%	1.8%
Teen Programs	**$25,311**	**$25,007**	**$21,909**	**$21,909**	**$22,707**	**$23,145**	**$23,557**	**$23,972**	**$24,400**
Annual Change		($304)	($3,098)	$0	$798	$437	$412	$415	$428
% Change		(1.2%)	(12.4%)	0.0%	3.6%	1.9%	1.8%	1.8%	1.8%
Total Revenue	**$1,672,635**	**$1,581,330**	**$1,722,558**	**$1,687,723**	**$1,749,968**	**$1,783,642**	**$1,815,356**	**$1,847,324**	**$1,880,268**
Annual Change		($91,305)	$141,228	($34,835)	$62,245	$33,674	$31,714	$31,968	$32,945
% Change		(5.5%)	8.9%	(2.0%)	3.7%	1.9%	1.8%	1.8%	1.8%

Source: City of Shoreline

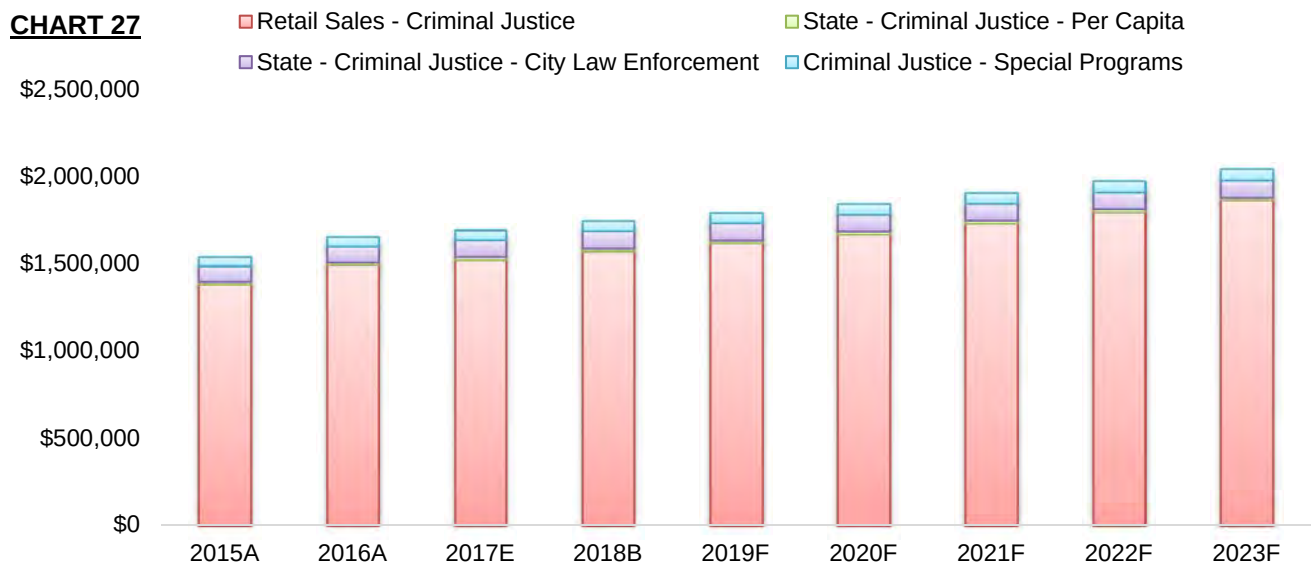
Criminal Justice Funding

There are two sources of dedicated funding for local criminal justice programs: an optional County sales tax of 0.1% and state shared funding. Prior to 2000, state funding consisted of a combination of Motor Vehicle Excise Tax (MVET) and state general revenues. Due to the repeal of the MVET by the State legislature, the MVET portion was eliminated, subsequently; the only state funding anticipated is from the State's General Fund.

Projected revenue for Criminal Justice totals $1.744 million. This represents an increase of $51,973, or 3.1%, when compared to projected 2017 collections.

The largest revenue source in this category is the Criminal Justice Retail Sales tax, which was negatively impacted by the recent recession. This tax is collected at the county level and distributed to the cities on a per capita basis. Total collections for 2016 were $1.495 million, up from 2015 collections by 8.3%. Collections in 2017 are projected to be 1.8% more than those for 2016. In 2018, collections are projected to total $1.571 million. Local Criminal Justice Sales Tax revenue is expected grow between 2.9% and 3.8% in 2019 through 2023. The remainder of the revenues in this category increase only slightly each year based upon per capital projections provided by state forecasters.

Criminal Justice Funding Historical Comparison & Forecast



Revenue	2015A	2016A	2017E	2018B	2019F	2020F	2021F	2022F	2023F
Retail Sales - Criminal Justice	$1,380,161	$1,495,353	$1,521,945	$1,570,543	$1,615,607	$1,668,029	$1,730,610	$1,793,036	$1,861,719
State - Criminal Justice - Per Capita	$14,427	$15,011	$17,047	$17,069	$17,111	$17,154	$17,197	$17,240	$17,283
State - Criminal Justice - City Law Enforcement	$91,457	$92,950	$95,983	$98,160	$98,160	$98,160	$98,160	$98,160	$98,160
Criminal Justice - Special Programs	$52,859	$54,730	$57,189	$58,365	$59,639	$60,940	$62,179	$63,434	$64,728
Total Revenue	**$1,538,904**	**$1,658,044**	**$1,692,164**	**$1,744,137**	**$1,790,517**	**$1,844,283**	**$1,908,146**	**$1,971,870**	**$2,041,890**
Annual Change		$119,140	$34,120	$51,973	$46,380	$53,766	$63,864	$63,723	$70,020
% Change		7.7%	2.1%	3.1%	2.7%	3.0%	3.5%	3.3%	3.6%

Sources: King County; Municipal Research and Services Center 2018 Budget Suggestions

Liquor Excise Tax & Board Profits

Revenue sources in this category used to be comprised of a portion of the liquor excise tax receipts collected by the State and a portion of the markups on liquor, commonly referred to as Liquor Board Profits. Much has changed with the passage of Initiative 1183 in November 2011, which resulted in the privatization of the distribution and retail sale of liquor, effective June 1, 2012. The Liquor Board Profits have been replaced as a state revenue source by license fees that are paid to the state by retailers and distributors. In 2012, the legislature passed ESHB 2823, ch. 5, Laws of 2012, 2nd sp. Sess, which diverted all liquor excise tax revenue that would have been distributed to cities and counties to the State General Fund for one year beginning in October 2012. In addition to that one-time loss, beginning with the October 2013 distribution, the state treasurer began transferring $2.5 million per quarter from the Liquor Excise Tax Fund to the State General Fund before the distribution is made to cities and counties. The distribution to cities and counties was also reduced in the State's 2013-2015 budget, which increased the share of liquor taxes deposited into the state general fund from 65.0% to 82.5%, thereby reducing the share going to the Liquor Excise Tax Fund for distribution to cities and counties from 35.0% to 17.5%. When the 2015 budget was developed, it was assumed that the legislature would take action to continue with the reduced share of revenues. The 2015-2017 state budget, passed by the 2015 legislature returned the percentage distribution to the pre-2013 state budget provisions which means that 35% of revenues are to be deposited in the Liquor Excise Tax Fund to be distributed to cities, counties, and towns. The percentage distribution remains at 35% in the 2017-2019 state budget, passed by the 2017 legislature.

Projected collections in 2017 from these two sources totals $709,370, which is a decrease of 2.0% from 2016 collections. The 2018 budget assumes revenue will increase 2.5% based on state provided per capita estimates.

Liquor Tax Historical Comparison & Forecast

CHART 28

	2014A	2015A	2016A	2017E	2018B	2019F	2020F	2021F	2022F
Revenue	$577,727	$620,067	$723,758	$709,370	$727,342	$743,233	$759,445	$774,896	$790,528
$ Change	$63,198	$42,340	$103,691	($14,388)	$17,972	$15,891	$16,212	$15,451	$15,632
% Change	12.3%	7.3%	16.7%	(2.0%)	2.5%	2.2%	2.2%	2.0%	2.0%

Source: Municipal Research and Services Center 2018 Budget Suggestions

Development Fees

Fees are charged for a variety of development permits obtained through the City's Planning and Community Development Department. These include building, structure, plumbing, electrical, and mechanical permits; land use permits; permit inspection fees; plan check fees; and fees for environmental reviews. Year-over-year growth in the number of permits pulled and revenues was experienced in 2012 (+8.4% / +7.0%), 2014 (+17.3% / +26.5%), and 2016 (+6.9% / +46.6%). The number of permits pulled in 2016 as compared to 2010 increased 75.1%. Revenues for 2013 and 2016 were lower than the year-ago levels (-0.6% and 6.0%, respectively), but the number of permits pulled increased by 6.5% and 2.8%, respectively. In 2011 and 2012, the City received a significant amount of one-time revenue from Shoreline School District's two major capital projects to construct new high schools. Removing the one-time revenue from the calculation reveals annual revenue increases in the base level for 2011, 2012 and 2013 of 0.4%, 60.1%, and 16.1%, respectively. The City expects to receive one-time revenue from Shoreline School District's projects related to its recent bond measure in the amount of $738,897 in 2017 and $1,011,750 in 2018.

The following is information on the number of building permits and the valuation of the improvements that have been issued for residential, commercial and multi-family for 2008 through August 2017:

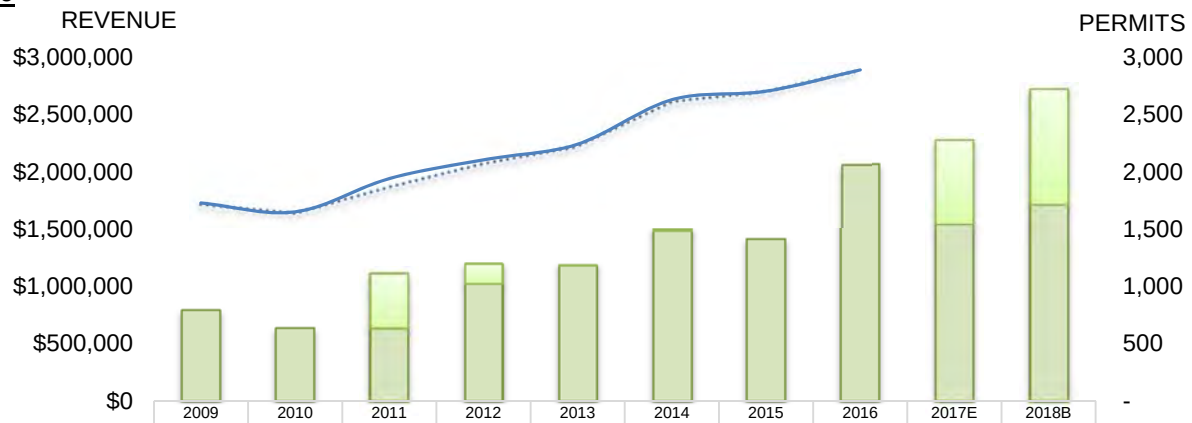
City of Shoreline
Residential and Commercial Building Permits

	Residential				Commercial				Multi-Family			
	New		Add/Remodel		New		Add/Remodel		New		Add/Remodel	
	#	Valuation	#	Valuation	#	Valuation	#	Valuation	#	Valuation	#	Valuation
2017*	53	19,304,051	173	7,352,708	0	-	27	16,239,352	0	-	10	4,134,575
2016	70	23,852,920	232	10,915,235	4	16,709,540	49	24,673,774	4	41,725,086	15	1,059,007
2015	43	2,888,288	203	9,160,174	2	207,988	39	7,280,571	4	12,674,933	14	717,618
2014	53	15,878,402	179	8,762,660	7	11,249,892	39	6,381,031	1	474,476	24	738,306
2013	71	19,784,809	147	6,233,852	7	12,232,894	32	7,468,758	3	18,459,015	21	2,659,789
2012	39	8,882,833	157	7,810,928	6	76,206,418	43	5,194,527	2	787,545	51	4,045,935
2011	29	5,941,298	141	5,926,189	6	64,508,846	48	13,459,131	1	433,728	10	1,238,186
2010	11	2,876,833	173	6,092,215	3	2,566,947	37	5,608,506	0	-	10	2,127,500
2009	24	4,486,564	152	6,000,820	10	794,814	41	16,274,132	3	19,057,081	5	801,222
2008	35	17,513,198	60	7,154,664	20	25,987,924	30	10,290,322	0	-	4	383,000

* Through Aug 2017 *Source: City of Shoreline*

Development Fee Historical Comparison & Forecast

CHART 29



	2009	2010	2011	2012	2013	2014	2015	2016	2017E	2018B
Total Revenue	$788,777	$633,990	$1,118,093	$1,195,854	$1,188,103	$1,503,170	$1,412,331	$2,070,765	$2,283,650	$2,723,528
Revenue (One-Time)	$-	$-	$481,250	$176,311	$4,132	$20,819	$-	$-	$738,897	$1,011,750
Revenue (Base)	$788,777	$633,990	$636,843	$1,019,543	$1,183,971	$1,482,351	$1,412,331	$2,070,765	$1,544,753	$1,711,778
Permits (One-Time)	-	-	62	22	11	13	-	-		
Permits (Base)	1,729	1,651	1,880	2,084	2,232	2,618	2,705	2,891		
Total Permits	1,729	1,651	1,942	2,106	2,243	2,631	2,705	2,891		

Permit Categories: Building, Plan Check, Plumbing, Electrical, Mechanical, Land Use/SEPA, Fire System, MF Tax Exemption, Interfund

Projected revenue for 2017 totals $2.284 million, which is 10.3% more than 2016 collections. Projected revenue for 2018 totals $2.724 million, which is 19.3% more than 2017 projected collections. The base level of revenue is expected to remain above $1.4 million, through 2023. Revenue is projected to remain well above the 2009 level through the ten year forecast period.

CHART 30

	2015A	2016A	2017E	2018B	2019F	2020F	2021F	2022F	2023F
Revenue	$1,412,331	$2,070,765	$2,283,650	$2,723,528	$1,539,948	$1,461,919	$1,429,461	$1,433,407	$1,422,367
$ Change	($90,839)	$658,434	$212,885	$439,878	($1,183,58	($78,029)	($32,459)	$3,946	($11,041)
% Change	(6.0%)	46.6%	10.3%	19.3%	(43.5%)	(5.1%)	(2.2%)	0.3%	(0.8%)

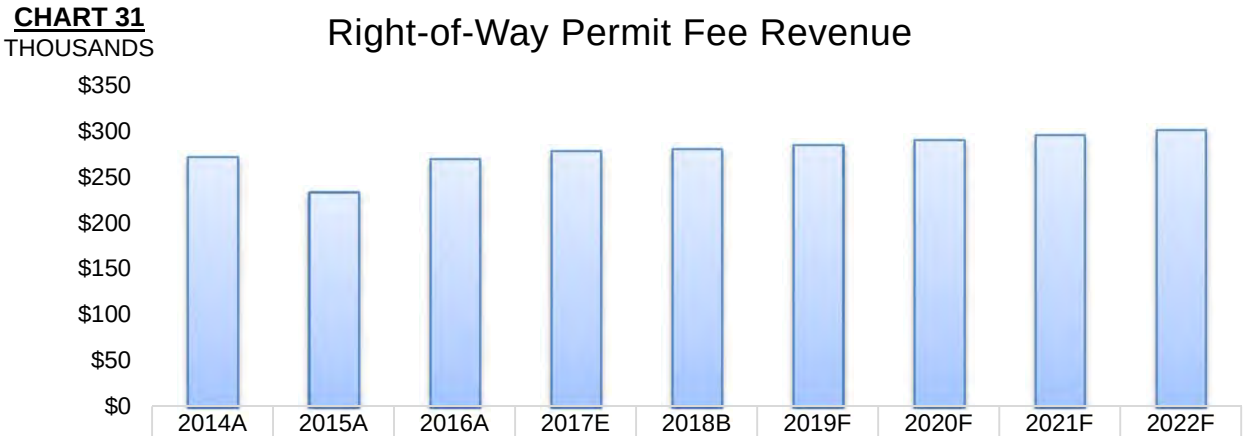
Sources: City of Shoreline; The Puget Sound Economic Forecaster History and Ten-Year Forecast, June 2017

Right-of-Way Permit Fees

Fees are charged for the use of the City's right-of-way. This revenue source was affected by the drop in the level of construction activity occurring within the City during the recession. In 2012, many local utilities made significant upgrades to their infrastructure, resulting in the collection of fees totaling $315,400. Projected revenue for 2018 have been decreased to $280,000. The chart below shows collections vary from year-to-year based on the level of activity. Future revenues are expected to rise by 1.8% to 1.9%, which is equal to projected inflation rates, from the 2018 base of $280,000.

Right-of-Way Permit Fee Historical Comparison & Forecast

CHART 31



	2014A	2015A	2016A	2017E	2018B	2019F	2020F	2021F	2022F
Revenue	$272,765	$233,824	$269,625	$278,000	$280,000	$285,404	$290,902	$296,080	$301,300
$ Change	($19,739)	($38,941)	$35,801	$8,375	$2,000	$5,404	$5,498	$5,178	$5,220
% Change	(6.7%)	(14.3%)	15.3%	3.1%	0.7%	1.9%	1.9%	1.8%	1.8%

Source: City of Shoreline

Street Fund

Fuel Tax

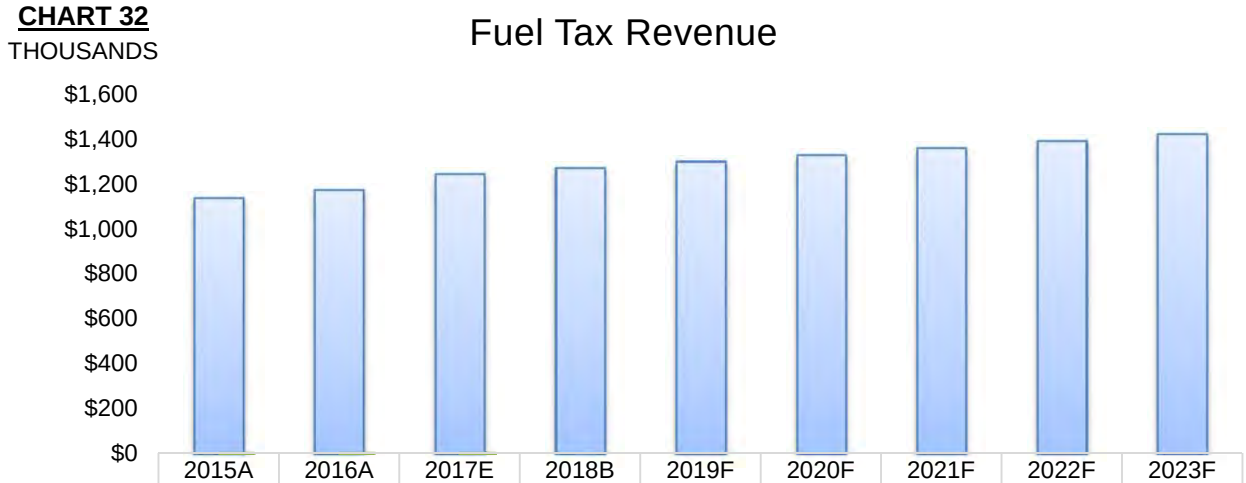
The major source of revenue for the City's Street Fund is fuel tax. State collected gasoline and diesel fuel tax is shared with cities and towns on a per capita basis. This revenue is to be used for street repairs and maintenance. Fuel taxes are assessed as cents per gallon; therefore, fuel tax revenue depends on the number of gallons sold, not the dollar value of the sales. Gasoline and diesel fuel prices and Washington personal income are the primary variables affecting fuel consumption. Fuel prices are forecast to decrease over the next two years and personal incomes are anticipated to increase, both of these factors may contribute to an increase in gallons sold and fuel tax revenue received.

The 2015 legislative session produced a transportation package that was adopted in 2nd ESSB 5987, laws of 2015, 3rd sp. session. The results of this legislation is that there will be an increase in the motor vehicle fuel tax of 11.9 cents. The tax increased over the next two years with the first increase in place as of August 1, 2015 and the second as of July 1, 2016. The resulting revenues from the motor vehicle fuel tax increase are being shared with cities and counties based upon a set allocation provided in the bill. The direct transfers are to be split equally between cities and counties. This fuel tax increase may have an impact on the number of gallons sold at the pump.

Collections in 2016 were 3.4% more than those for 2015. Collections are projected to increase during 2017 and 2018 through 2023 by 5.8% and 2.3%, respectively.

Fuel Tax Historical Comparison & Forecast

CHART 32



	2015A	2016A	2017E	2018B	2019F	2020F	2021F	2022F	2023F
Revenue	$1,137,67	$1,176,49	$1,244,42	$1,273,53	$1,302,25	$1,331,62	$1,361,65	$1,392,35	$1,423,75
$ Change	$30,600	$38,814	$67,934	$29,113	$28,719	$29,366	$30,028	$30,705	$31,398
% Change	2.8%	3.4%	5.8%	2.3%	2.3%	2.3%	2.3%	2.3%	2.3%

Source: City of Shoreline

Surface Water Utility Fund

The 2018 budget accounts for the surface water utility operations in a Surface Water Utility Fund. This complex utility fund includes revenue from storm drainage utility fees, debt financing, grants and investment interest. It serves in both an operating and capital capacity and operates much like a private business.

Surface Water Management Fee

The City contracts with King County to collect the utility revenues via the annual property tax assessments. In 2005, the City Council adopted a Surface Water Master Plan. This plan included operational needs and capital projects for the next twenty years to improve drainage, surface water facilities, and water quality within the City. This plan included a surface water utility fee structure that supports both the operational and capital needs of the utility. The annual rate for a single-family residence was $130 for the years 2009 through 2011. It increased by 2.5% for 2012, 3.0% in 2013, 2014, and 2015, 4.0% in 2016, and 5.0% in 2017.

The City Council provided direction to staff to pursue the Proactive Management Strategy for the Surface Water Utility Master Plan update. The rate is proposed to increase 27.0% in 2018. Future year rate increases are expected to be 15.0% in 2019, 10.0% each in 2020 and 2021, and 5.0% each in 2022 and 2023. Multi-family and commercial users are charged at a rate that reflects the area of impervious surface. These rates will be increased by the same percentages as those for a single-family residence.

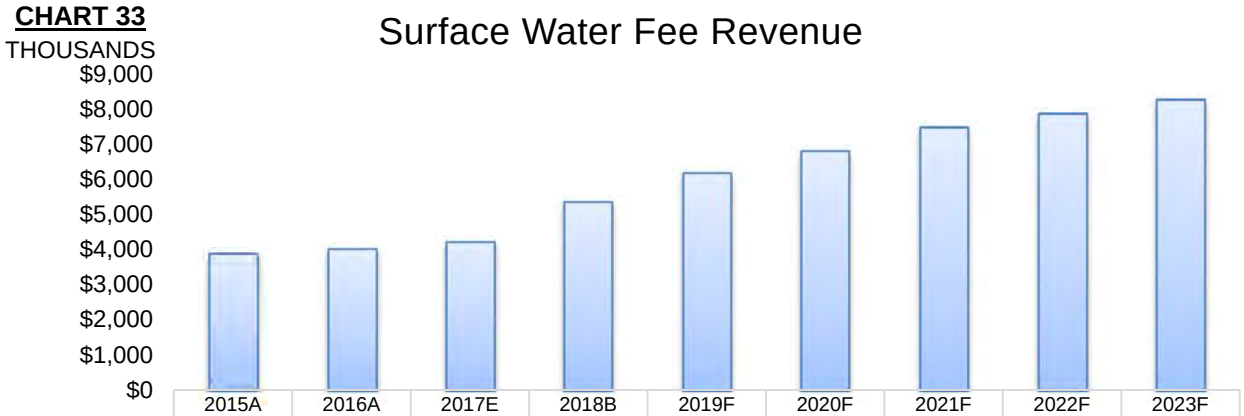
The City inherited a commercial / private stormwater facility inspection program from King County at incorporation and its associated fee credit for those property owners that pass the City's maintenance inspections. This credit provided a one-rate category fee reduction for those facilities that pass a maintenance inspection. This credit was been eliminated in the 2017 fee schedule.

In 2012, the Surface Water Utility established the Education Fee Credit (EFC) program which provided a credit up to 100% of its standard rates based on the value of an approved educational curriculum that promoted water quality and environmental awareness. Ordinance No. 642 establishing the EFC Program included a provision to sunset the program on July 1, 2015. This credit was reinstated in the 2017 fee schedule.

Projected 2018 collections are expected to increase by 27.0% from the 2017 projection if the rate increase is approved by the City Council.

Surface Water Utility Fund Historical Comparison & Forecast

CHART 33



	2015A	2016A	2017E	2018B	2019F	2020F	2021F	2022F	2023F
Revenue	$3,892,170	$4,004,586	$4,219,070	$5,363,577	$6,174,282	$6,798,502	$7,485,830	$7,867,981	$8,269,642
$ Change	$366,185	$112,416	$214,484	$1,144,507	$810,705	$624,220	$687,328	$382,151	$401,661
Rate Increase				27.0%	15.0%	10.0%	10.0%	5.0%	5.0%

Source: City of Shoreline

Capital Improvement Fund Revenues

Real Estate Excise Tax (REET)

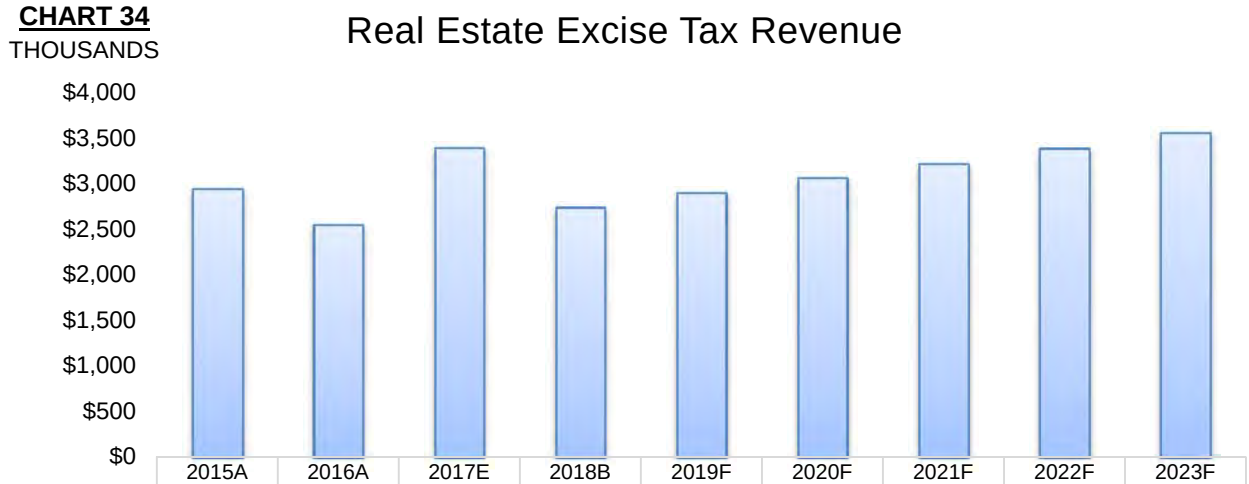
All real estate property sales in the county are taxed at a rate of 1.28%. A portion of these revenues, equal to a 0.5% tax rate, is distributed by King County to the cities on a monthly basis. The use of REET funds is restricted by State law. The first 0.25% of the REET tax rate must be spent on capital projects listed in the City's Comprehensive Plan. These projects could include local capital improvements, including streets, parks, pools, municipal buildings, etc. The second 0.25% of the REET tax rate must be spent on public works projects for planning, acquisition, construction, reconstruction, repair, replacement, or improvement of streets roads, highways, sidewalks, street lighting, etc.

Collections increased in 2013, 2014 and 2015 by 25.5%, 18.2%, and 24.7%, respectively. Collections for 2016 decreased by 13.3%. Collections for 2017 are trending to increase 33.0%. Projected collections for 2018 to 2023 are based on the projected increase in the average sales price and in the projected level of real estate sales.

Starting in 2009, a portion of the first 0.25% of the tax is being used for debt service payments for City Hall. In 2018 to 2023, $4,014,156 will be used for this purpose.

Real Estate Excise Tax (REET) Historical Comparison & Forecast

CHART 34



	2015A	2016A	2017E	2018B	2019F	2020F	2021F	2022F	2023F
Revenue	$2,936,028	$2,545,490	$3,386,284	$2,737,536	$2,898,526	$3,058,010	$3,219,282	$3,384,740	$3,558,726
$ Change	$1,004,834	($390,538)	$840,794	($648,748)	$160,990	$159,484	$161,272	$165,458	$173,986
% Change	52.0%	(13.3%)	33.0%	(19.2%)	5.9%	5.5%	5.3%	5.1%	5.1%

Sources: City of Shoreline; The Puget Sound Ecomomic Forecaster History and Ten-Year Forecast, June 2017

Capital Grants

Grants are applied for and received for specific capital improvements. The amount of capital grants received in any given year can vary greatly depending on the number of projects, their cost and the amount of grant funding available. For more details, see the Capital Improvement Plan section of this document.

Ending Fund Balances

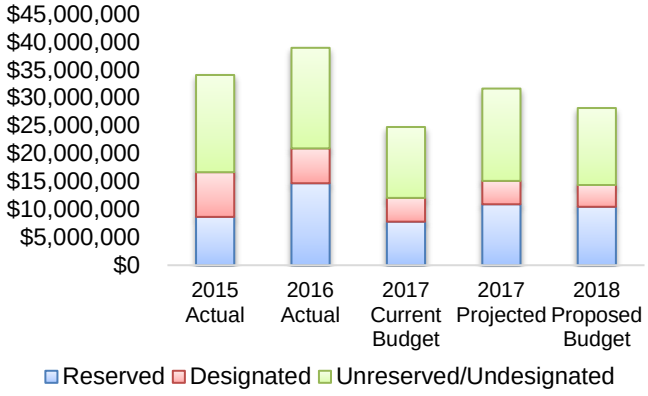
The following table and graphs illustrate the City's ending fund balance between 2015 and 2018. The fund balances are segregated into three major components: unreserved/undesignated, reserved, and designated.

	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Proposed Budget
Reserved:					
General Capital Fund	2,953,678	3,007,656	475,129	1,991,622	100,214
City Facility -Major Maintenance Fund	84,800	90,285	118,329	110,398	82,100
Roads Capital Fund	2,183,867	5,882,386	3,275,756	4,766,651	3,510,560
Street Fund	1,061,657	1,043,717	843,457	853,662	264,924
Transportation Impact Fees Fund	254,780	1,201,065	1,179,665	1,401,065	1,379,665
Park Impact Fees Fund	-	-	-	-	-
2006 Unltd. General Obligation Bond Fund	25,206	4,295	(6,080)	4,320	4,320
2009 Ltd. General Obligation Bond Fund	3,957	41	41	41	41
2013 Ltd. General Obligation Bond Fund	237	67	67	67	67
Surface Water Utility Fund	2,094,989	3,464,030	1,919,401	1,798,398	5,130,248
Wastewater Utility Fund	-	-	-	-	-
Subtotal Reserved	**8,663,171**	**14,693,542**	**7,805,765**	**10,926,224**	**10,472,139**
Designated:					
Equipment Replacement Fund	3,090,418	3,512,065	3,253,765	3,253,765	3,497,549
Vehicle Maintenance & Operations	196,394	268,516	253,516	268,516	-
Unemployment Fund	77,778	75,863	58,363	58,363	40,863
Code Abatement Fund	164,968	167,937	148,487	275,035	225,585
State Drug Enforcement Forfeiture Fund	205,641	207,833	12,033	12,033	12,033
Federal Drug Enforcement Forfeiture Fund	300,030	309,623	22,426	22,426	22,426
Federal Criminal Forfeiture Fund	2,600,244	838,818	237,098	1,500	1,500
Property Tax Equalization Fund	1,192,112	506,938	6,139	-	-
Public Art Fund	183,410	357,872	269,669	295,696	105,450
Subtotal Designated	**8,010,995**	**6,245,465**	**4,261,496**	**4,187,334**	**3,905,406**
Unreserved/Undesignated:					
General Fund	12,266,600	12,869,910	7,551,705	11,393,659	8,643,090
Revenue Stabilization Fund	5,150,777	5,150,777	5,150,777	5,150,777	5,150,777
Subtotal Unreserved/Undesignated	**17,417,377**	**18,020,687**	**12,702,482**	**16,544,436**	**13,793,867**
	34,091,543	**38,959,694**	**24,769,743**	**31,657,994**	**28,171,412**

Unreserved/Undesignated Fund Balances

The unreserved/undesignated fund balance is the balance of net financial resources that are available for discretionary appropriations. The 2018 proposed budget estimates unreserved/undesignated fund balance of $13,793,867 at the end of 2018.

CHART 35



Reserved Ending Fund Balances

The second component of ending fund balance is those funds reserved for a specific purpose. These funds are not available for appropriation because they are legally restricted. These reserves primarily represent monies allocated for capital and specific maintenance purposes. The reserved fund balances are estimated to be $10,472,139 at the end of 2018.

Designated Ending Fund Balances

The third component of ending fund balances, totaling $3,905,406 in 2018, is those moneys that have been earmarked for specific purposes (equipment replacement, unemployment, etc.). Although designated for specific purposes, there is the ability to appropriate some of these funds for other purposes since the original source of the funds was general revenues from the General Fund.

Change in Ending Fund Balance

	2017 Projected Ending Fund Balance	2018 Proposed Ending Fund Balance	Change in Fund Balance	% Change
General Fund	$ 11,393,659	$ 8,643,090	$ (2,750,569)	(24%)
Street Fund	853,662	264,924	(588,738)	(69%)
Revenue Stabilization Fund	$ 5,150,777	$ 5,150,777	$ -	0%
Property Tax Equalization Fund	-	-	-	0%
Code Abatement Fund	$ 275,035	$ 225,585	$ (49,450)	(18%)
State Drug Enforcement Forfeiture Fund	12,033	12,033	-	0%
Federal Drug Enforcement Forfeiture Fund	$ 22,426	$ 22,426	$ -	0%
Federal Criminal Forfeiture Fund	1,500	1,500	-	0%
Public Arts Fund	$ 295,696	$ 105,450	$ (190,246)	(64%)
Transportation Impact Fees Fund	1,401,065	1,379,665	(21,400)	(2%)
Park Impact Fees Fund	$ -	$ -	$ -	0%
2006 Unltd. General Obligation Bond Fund	4,320	4,320	-	0%
2009 Ltd. General Obligation Bond Fund	$ 41	$ 41	$ -	0%
2013 Ltd. General Obligation Bond Fund	67	67	-	0%
General Capital Fund	$ 1,991,622	$ 100,214	$ (1,891,408)	(95%)
City Facility -Major Maintenance Fund	110,398	82,100	(28,298)	(26%)
Roads Capital Fund	$ 4,766,651	$ 3,510,560	$ (1,256,091)	(26%)
Surface Water Utility Fund	1,798,398	5,130,248	3,331,850	185%
Wastewater Utility Fund	$ -	$ -	$ -	0%
Vehicle Operations Fund	268,516	-	(268,516)	(100%)
Equipment Replacement Fund	$ 3,253,765	$ 3,497,549	$ 243,784	7%
Unemployment Fund	58,363	40,863	(17,500)	(30%)
Total	**$ 31,657,994**	**$ 28,171,412**	**$ (3,486,582)**	**(11%)**

Explanation of Changes in Fund Balance Equal or Greater than 10%

General Fund: The 2018 ending fund balance is $2,750,569 less than the projected 2017 ending fund balance. The 2018 proposed budget projects a surplus totaling $1,597,901. Available fund balance totaling $4,348,470 will be used for the Operating Contingency of $838,338, the Insurance Reserve of $255,000, one-time CIP support of $2,201,505, and one-time supplemental requests totaling $1,053,627 as detailed in the Transmittal Letter.

Street Fund: The 2018 ending fund balance is $588,738 less than the projected 2017 ending fund balance. A total of $575,818 of accumulated funds from prior years will be transferred to the General Fund and set-aside in reserve for a future maintenance facility. In addition, $12,920 is budgeted for one-time supplemental requests.

Code Abatement Fund: The 2018 ending fund balance is $49,450 less than the projected 2017 ending fund balance. Accumulated funds from prior years will be used for City code abatement efforts (public nuisances, dangerous buildings, etc.).

Public Art Fund: The 2018 ending fund balance is $190,246 less than the projected 2017 ending fund balance. As capital projects have been constructed, funds have been accumulating in this fund. During 2018, work will continue on several public arts projects using the accumulated balance. The 0.500 FTE Public Art Coordinator is funded 50% in the General Fund and 50% in the Public Arts Fund.

General Capital Fund: The 2018 ending fund balance is $1,891,408 less than the projected 2017 ending fund balance. In 2018, funding will be used for the following projects: Parks Repair and Replacement; City Maintenance Facility; Police Station at City Hall; Parks, Recreation and Open Space Plan Implementation; Turf & Lighting Repair and Replacement; and, Parks Facilities Recreation Amenities Plan.

City Facility – Major Maintenance Fund: The 2018 ending fund balance is $28,298 less than the 2017 projected ending fund balance. Work will continue on several projects using the accumulated balance.

Roads Capital Fund: The 2018 ending fund balance is $1,256,091 less than the projected 2017 ending fund balance. In 2018, funding will be used for the following projects: Annual Road Surface Maintenance Program; Trail Along the Rail; Curb Ramp, Gutter and Sidewalk Maintenance; Traffic Safety Improvements; Traffic Signal Rehabilitation Program; Transportation Master Plan Update; 145th Corridor - 99 to I-5; Echo Lake Safe Routes to School; Meridian Ave N & N 155th St Signal Improvement; 185th Corridor Study; Richmond Beach Re-Channelization; Westminster & 155th Improvements; 145th & I-5 Interchange; and, 147th/148th Non-Motorized Bridge.

The 2016 ending fund balance includes $1,059,638 of Vehicle License Fees, which is restricted in its use. Of that amount, the 2017 projection and 2018 proposed budget anticipates using $667,359 and $392,279, respectively for the Annual Road Surface Maintenance Program.

Surface Water Utility Fund: The 2018 ending fund is $3,331,850 more than the projected 2017 ending fund balance. The 2017 Surface Water Master Plan identified several new capital projects as necessary to deliver the Proactive Management Strategy. These projects have been programmed in the 2018-2023 Capital Improvement Plan. It is anticipated that a bond will be issued in 2018 in the amount of $4.7 million to provide funding for several capital projects in 2018 through 2020.

Vehicle Operations Fund: The 2018 ending fund balance is $268,516 less than the projected 2017 ending fund balance. The fund balance in this fund has grown beyond the level that is needed to fund a $20,000 contingency. The 2018 proposed budget includes transfers of fund balance to the General, Street, Roads Capital and Surface Water funds of that which the fund has no need. The City Manager intends to set-aside the monies transferred to the General and Street funds in reserve for future improvements to a maintenance facility.

Unemployment Fund: The 2018 ending fund balance is $17,500 less than the projected 2017 ending fund balance. For 2018 accumulated fund balance will be used for expenditures instead of a transfer from the General Fund as the current fund balance is equal to approximately three years of average expenditures.

MUNICIPAL DEBT

Municipal Debt Capacity

There are four types of General Obligation Debt that the City is currently authorized to use for financing purposes. They each have statutory limitations and require approval by either the City Council or City voters.

1. General Purpose Councilmanic Debt: The City Council may approve bond issues without voter approval up to 1.5% of the City's assessed valuation. Prior to the passage of new legislation in 1994, councilmanic debt was available for lease-purchase contracts only (RCW 35.43.200). This statutory authority can be used for any municipal purpose now, including using the entire 1.5% for bonds. Councilmanic debt must be approved by a majority of the City Council and must be repaid from existing operational revenue sources. In July of 2009, the City Council authorized the issuance of bonds totaling $22,145,000 to purchase the Civic Center/City Hall. The bonds will be repaid over 30 years. In August of 2013, the City Council authorized the issuance of bonds totaling $3,565,000 for the acquisition and improvements to a maintenance facility. The bonds will be repaid over 20 years. In 2017 the City Council can levy up to $132,728,428, or 1.5%, of the City's estimated assessed value. Because the City currently has outstanding Councilmanic debt of $22,085,000, the remaining Councilmanic Debt Capacity for 2017 is $110,643,428.

2. General Purpose Voted Debt: As authorized by the Revised Code of Washington (RCW) 39.36.020(2), the public may vote to approve bond issues for general government in an amount not to exceed 2.5% of the value of all taxable property within the City. This requires a 60% vote of the City electorate and must have a voter turnout of at least 40% of the last State general election. The debt would be repaid from an increase to the City's existing property tax levy. An amount up to 2.5% of the City's assessed value can be levied or an estimated $221,214,046 for 2017. Because the City currently has outstanding Councilmanic debt of $22,085,000 (as noted above), the remaining Voted Debt Capacity for 2017 is $199,129,046.

   The total General Purpose Voted Debt and Councilmanic Debt cannot exceed 2.5% of the City's assessed value.

Under RCW 39.36.030(4), the public may also vote to approve park facilities and utility bond issues, each of which is also limited to no more than 2.5% of the City's assessed valuation.

3. Parks and Open Space Debt: The City is authorized to issue debt and increase the property tax levy for acquiring or developing open space and park facilities. This requires a 60% vote of the City electorate and must have a voter turnout of at least 40% of the last State general election. Debt is repaid from the increased property tax levy. In May of 2006, Shoreline voters approved a bond levy totaling $18,795,000 for open space acquisition and parks improvements. The bonds will be repaid over 15 years. An amount up to 2.5% of the City's estimated assessed value, less outstanding debt, can be levied or $213,619,046 for 2017. The projected levy rate for 2017 collections is 19¢ per $1,000 assessed valuation.

4. Utility Purpose Debt: The City is authorized to issue debt and increase the property tax levy for utility purposes if a utility is owned and controlled by the City. This requires a 60% vote of the City electorate and must have a voter turnout of at least 40% of the last State general election. Debt is repaid from the increased property tax levy. An amount up to 2.5% of the City's estimated assessed value can be levied $221,214,046 for 2017.

City of Shoreline Total Debt Capacity

2017 Assessed Valuation: $8,848,561,852

	General Purpose Debt				Parks & Open Space Debt		Utility Purpose Debt		
	Legal Limit	Councilmanic *(Non-voted)*	Legal Limit	Voted Debt *(60% of Voters)*	Legal Limit	Voted Debt *(60% of Voters)*	Legal Limit	Voted Debt *(60% of Voters)*	**TOTAL DEBT CAPACITY**
Total Debt Capacity	1.50%	$ 132,728,428	2.50%	$ 221,214,046	2.50%	$ 221,214,046	2.50%	$ 221,214,046	$ 796,370,567
Less Councilmanic Debt		22,085,000		22,085,000		N/A		N/A	44,170,000
Less Voted Debt		N/A		-		7,595,000		-	7,595,000
Remaining Debt Capacity		$ 110,643,428		$ 199,129,046		$ 213,619,046		$ 221,214,046	$ 744,605,567

Long-Term Debt

General obligation bonds have been issued for general government activities only and are being repaid from a voter-approved "excess" property tax levy, real estate excise tax and lease revenue. All principal and interest payments on the general obligation debts are recorded as expenditures in the City's debt service funds. The City issued unlimited tax general obligation bonds in 2006 to finance the acquisition of open space and for the construction of improvements to parks and recreation facilities. The City issued limited general obligation bonds of which a portion were direct pay taxable Build America Bonds in 2009 to finance the lease pre-payment of the City's administration building. The City issued limited general obligation bonds in 2013 to finance the purchase of and improvements to a maintenance facility.

Purpose	Maturity Range	Interest Rate	Original Amount	Outstanding 12/31/2016
Unlimited Tax General Obligation Bonds, 2006 - Parks and Open Space	2007 - 2021	3.55% - 4.09%	$18,795,000	$ 7,595,000
Limited Tax General Obligation Bonds, 2009 Series A - City Hall	2010 - 2017	3.00% - 4.00%	3,805,000	535,000
Limited Tax General Obligation Bonds, 2009 Series B (Taxable Build America Bonds-Direct Pay) - City Hall	2019 - 2039	4.69% - 6.40%	18,340,000	18,340,000
Limited Tax General Obligation Bonds, 2013 - Maintenance Facility	2014 -2033	3.75%	3,565,000	3,210,000
Total			$44,505,000	$29,680,000

The annual debt service requirements to maturity for general obligation bonds are as follows:

Year Ending December 31	Governmental Activities Principal	Interest Rate
2017	$ 2,389,628	$ 1,392,387
2018	2,425,285	1,347,033
2019	2,463,879	1,320,177
2020	2,513,530	1,236,876
2021-2025	5,887,528	5,468,029
2026-2030	5,705,253	4,662,564
2031-2035	5,679,897	3,021,554
2036-2040	4,615,000	1,447,680
Total	$ 31,680,000	$ 19,896,300

Other Long Term Debt

In addition to general obligation debt, the City can utilize a number of other long-term debt instruments, including special assessment bonds and loans from the State of Washington's Public Works Trust Fund. Special assessment bonds are used to finance public improvements that benefit a specified group of property owners, and are funded from the collection of special assessment payments from property owners. Loans from the Public Works Trust Fund (PWTF)

can be used for pre-construction and construction activities for the repair, replacement, rehabilitation, reconstruction, or improvement of eligible public works systems to meet current standards for existing users, and may include reasonable growth as part of the project.

Public Works Trust Fund Loan Debt

The City currently has two PWTF Loans, both of which are being used to fund improvements to the City's drainage facilities. These loans are the obligation of the Surface Water Fund and are backed by the surface water fees collected from property owners and are not considered in the City's general obligation debt and are not subject to the limitation of indebtedness calculation.

Ronald Bog Drainage Improvements: This public works trust fund loan was approved for a total of $4,055,500 on June 18, 2001, but the City used only $3,852,725. The interest rate of the loan is 0.5%. This project was located in the Ronald Bog Basin whose boundaries are Stone Ave. N, N 190th Street, 15th Ave NE, and NE 167th Street. Improvements were made to the watercourse from the Ronald Bog outlet to N 167th Street along Corliss Avenue N and near Corliss Place. This reduced the potential for flooding and high maintenance requirements of the existing system by replacing the existing pipe along the west side of Corliss Avenue N. This will eliminate the reverse grade that has resulted in silt blocking the pipe and root intrusion issues with the existing system. The fish barriers that exist in the open channel section of the storm system west of Corliss Place will be replaced with fish friendly boxes. This step will significantly reduce the potential for debris dams to build up, blocking the flow and causing flooding. A Thornton Creek Basin Plan will also be initiated to develop a model of the basin and identify additional solutions to flooding and establish a floodplain elevation for Ronald Bog.

3rd Avenue N.W. Drainage Improvements: This public works trust fund loan was approved for a total of $1,959,500 on June 18, 2001 with an interest rate of 0.5%. This project was located between 3rd and 6th Avenues NW from NW 176th Street to Richmond Beach Road. This project constructed drainage improvements to alleviate flooding impacts to approximately twenty homes. The existing North Pond facility was expanded to mitigate for the peak flows from the new conveyance system and prevent increased erosion in downstream Boeing Creek.

Current PWTF loans outstanding at December 31, 2016 consisted of the following:

Issue Name	Amount Borrowed	Annual Installments	Final Maturity	Effective Rate	Outstanding 12/31/2016
State of WA Public Works Trust Fund Loans:					
3rd Avenue Drainage Improvements	$ 1,959,500	$ 114,213	2021	0.50%	$ 571,066
Ronald Bog Sub Basin Improvements	3,852,725	212,262	2021	0.50%	1,061,308
Total	$ 5,812,225	$ 326,475			$ 1,632,374

The annual debt service requirements to maturity for the Public Works Trust Fund Loan debt are as follows:

Year Ending December 31	Governmental Activities Principal	Interest Rate
2017	$ 326,475	$ 8,162
2018	326,475	6,529
2019	326,475	4,897
2020	326,475	3,265
2021	163,237	1,632
Total	$ 1,469,136	$ 24,486

Schedule of All Long Term Debt

Fund	Fund Name	Type of Debt	Issue date	Maturity Date	Total Amount Authorized	Interest Rate	Outstanding Debt 12/31/2016	Avg Annual Debt Service
Fund 201	Unltd. Tax GO Bond Fund 2006	Parks and Open Space	12/13/2006	12/1/2021	$ 18,795,000	3.55% - 4.09%	$ 7,595,000	$ 1,582,795
Fund 211	Ltd Tax GO Bond 2009	General Purpose Councilmanic Bonds - City Hall	8/10/2009	12/1/2039	22,145,000	3.00% - 6.4%	18,875,000	1,603,872
Fund 221	Ltd Tax GO Bond 2013	General Purpose Councilmanic Bonds - Maintenance Facility	8/21/2013	12/1/2033	3,565,000	0.0375	3,210,000	258,706
N/A		General Purpose Voter Approved Bonds	N/A					
N/A		Utility Purpose Bonds	N/A					
N/A		Special Assessment Bonds	N/A					
Fund 401	Surface Water Utility Fund	Revenue Bond	12/2/2016	12/1/2031	2,000,000	2.24%	2,000,000	158,352
		Public Works Trust Fund Loans						
Fund 401	Surface Water Utility Fund	3rd Avenue Drainage Improvements	6/18/2001	7/1/2021	$ 1,959,500	0.005	$ 571,066	$ 114,213
Fund 401	Surface Water Utility Fund	Ronald Bog Drainage Improvements	6/18/2001	7/1/2021	4,055,500	0.005	1,061,308	212,261
		Total Public Works Trust Fund Loans			**$ 6,015,000**		**$ 1,632,374**	**$ 326,474**
		Total			$ 52,520,000		$ 33,312,374	$ 3,930,199

City Council

This page has been intentionally left blank.

City Council
2018 Budget

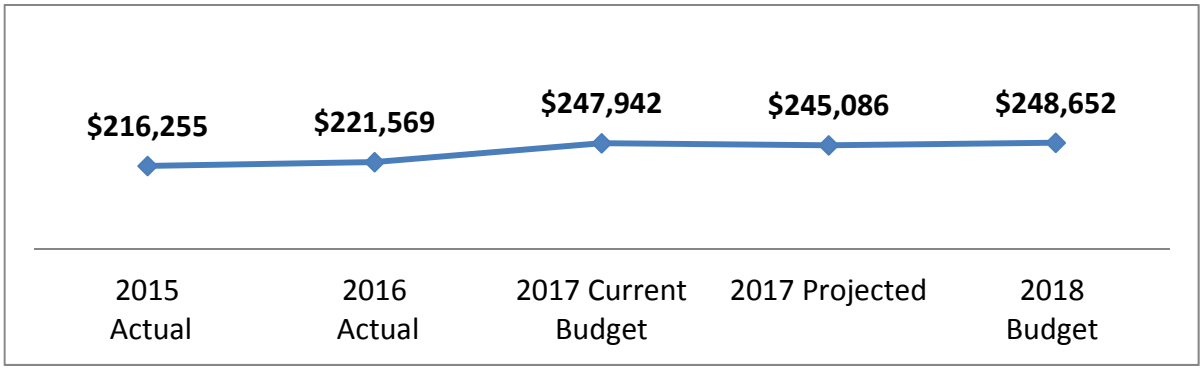
Department Mission Statement

The City Council is a representative body, comprised of seven citizens elected by the community to provide leadership to the organization and community. The Council seeks to maintain a healthy, vibrant, and attractive place to live and work by adopting policies that create and support the values and vision of our community.

City Council

7 Positions

Expenditures Comparison 2015 – 2018



Staffing Summary by Program

Program	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
City Council	7.00	7.00	7.00	7.00	7.00	0.00	0.00%
Total FTE	7.00	7.00	7.00	7.00	7.00	0.00	0.00%

City Council
2018 Budget

2018 Staffing Summary by Positions and FTEs

Position	Head Count	FTE Count
Mayor	1	1.00
Deputy Mayor	1	1.00
Councilmember	5	5.00
Department Total	7	7.00

2017 – 2019 CITY COUNCIL WORK PLAN

Goal No. 1: Strengthen Shoreline's economic base to maintain the public services that the community expects

Goal No. 2: Improve Shoreline's infrastructure to continue the delivery of highly-valued public services

Goal No. 3: Continue preparation for regional mass transit in Shoreline

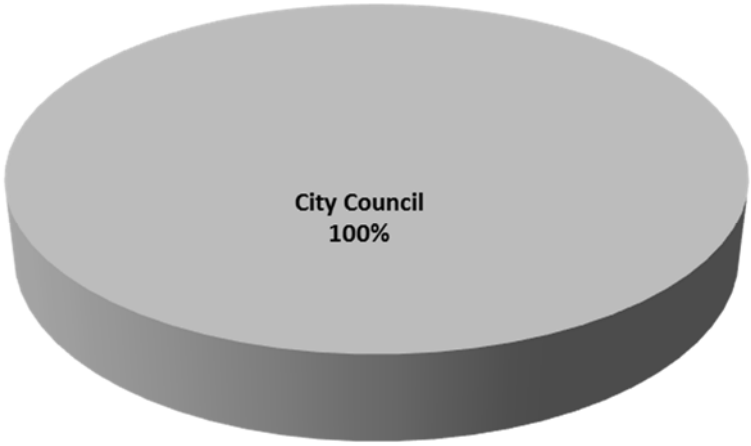
Goal No. 4: Expand the City's focus on equity and inclusion to enhance opportunities for community engagement

Goal No. 5: Promote and enhance the City's safe community and neighborhood programs and initiatives

City Council
2018 Budget

Expenditures by Program

Program Budget	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
City Council	$216,255	$221,569	$247,942	$245,086	$248,652	$710	0.29%
Total Program Budget	$216,255	$221,569	$247,942	$245,086	$248,652	$710	0.29%
General Fund Expenditures as a % of Total General Fund	0.60%	0.58%	0.51%	0.56%	0.53%		



Revenue by Program

Program Budget	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
City Council	$0	$0	$0	$0	$0	$0	0.00%
General Fund Subsidy	$216,255	$221,569	$247,942	$245,086	$248,652	$710	0.29%
Total Resources	$216,255	$221,569	$247,942	$245,086	$248,652	$710	0.29%

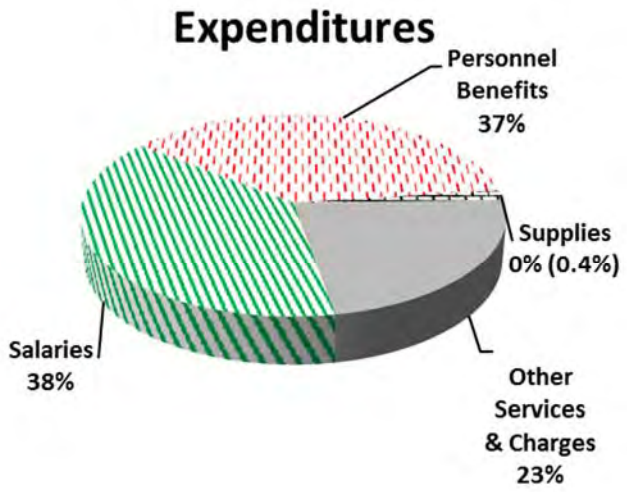
City Council
2018 Budget

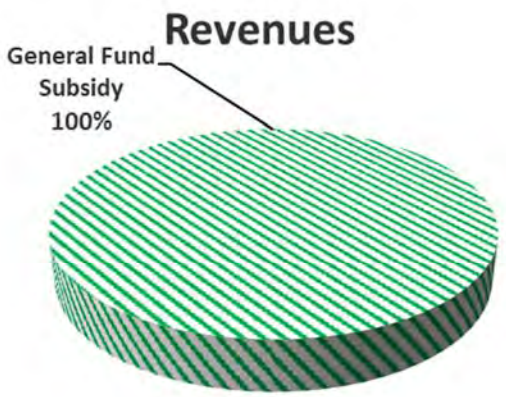
Expenditures by Type

Object Category Name	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Salaries	$76,200	$91,875	$95,550	$95,550	$95,550	$0	0.00%
Personnel Benefits	$84,510	$85,833	$95,092	$92,236	$92,822	($2,270)	-2.39%
Supplies	$1,611	$993	$5,400	$5,400	$3,800	($1,600)	-29.63%
Other Services & Charges	$53,921	$42,855	$51,900	$51,900	$56,480	$4,580	8.82%
Intergovernmental Services	$13	$13	$0	$0	$0	$0	0.00%
Total Expenditures	$216,255	$221,569	$247,942	$245,086	$248,652	$710	0.29%

Revenue by Type

Revenue Source	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Other Revenue	$0	$0	$0	$0	$0	$0	0.00%
General Fund Subsidy	$216,255	$221,569	$247,942	$245,086	$248,652	$710	0.29%
Total Resources	$216,255	$221,569	$247,942	$245,086	$248,652	$710	0.29%





Budget Changes

Expenditures

- Total increase of $4,580 in Other Services & Charges due to increase in various travel and conferences' costs, which were offset partially by a decrease of $1,600 in office and program supplies.

CITY COUNCIL

The City Council is a representative body, comprised of seven citizens elected by the community to provide leadership to the organization and community. The Council seeks to maintain a healthy, vibrant and attractive place to live and work by adopting policies that create and support the values and vision of our community.

EFFECTIVENESS	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Percentage of residents who believe the City is moving in the right direction	65%	65%	61%	61%	61%
Percentage of residents that are very / somewhat satisfied with the overall quality of leadership of elected officials	59%	59%	48%	48%	100%
Percentage of residents rating Shoreline as an excellent / good place to live	91%	91%	93%	93%	93%
Satisfaction with the overall image of the City of Shoreline	77%	77%	77%	77%	77%

This page has been intentionally left blank.

City Manager's Office

This page has been intentionally left blank.

City Manager's Office
2018 Budget

Department Mission Statement

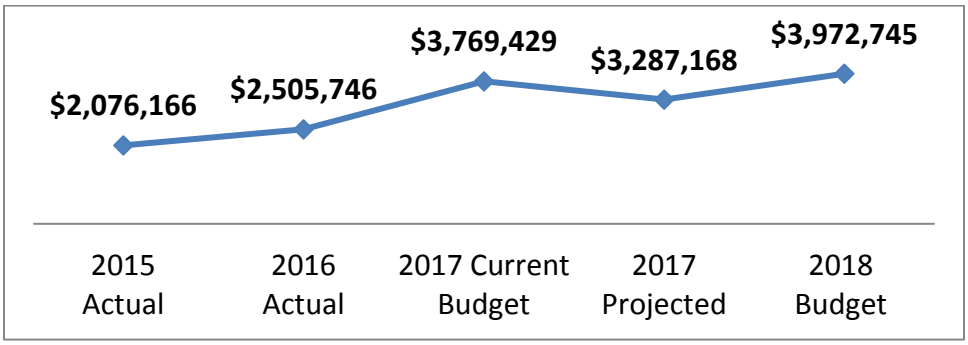
Implement Council goals and direction, provide organizational leadership, and ensure the delivery of efficient and effective public services.

City Manager's Office
Debbie Tarry - City Manager (206) 801-2213

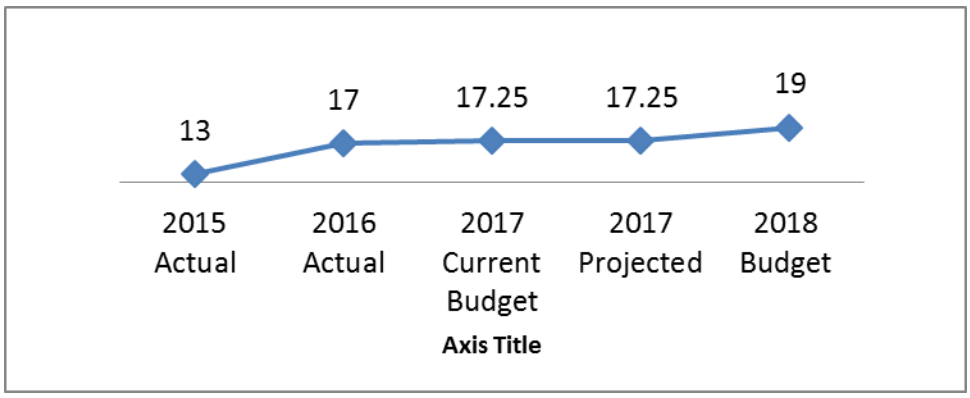
City Manager's Office	City Clerk's Office	Communications Program	Intergovernmental Program	Economic Development Program	Light Rail Stations
5.00 FTE	4.75 FTE	2.00 FTE	1.00 FTE	1.00 FTE	*5.25 FTE

*Includes 0.50 FTE three-year term Senior Planner (2017-19).

Expenditures Comparison



Staffing Trend



City Manager's Office
2018 Budget

Staffing Summary by Program

Program	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
City Manager's Office	6.00	5.00	5.00	5.00	5.00	0.00	0.00%
City Clerk's Office	4.00	4.00	4.00	4.00	4.75	0.75	18.75%
Communications Program	0.75	1.75	2.00	2.00	2.00	0.00	0.00%
Intergovernmental Program	1.25	1.25	1.00	1.00	1.00	0.00	0.00%
Economic Development Program	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Light Rail Stations	0.00	4.00	4.25	4.25	5.25	1.00	23.53%
Total FTE	13.00	17.00	17.25	17.25	19.00	1.75	10.14%

2018 Staffing Summary by Positions and FTEs

Position	Head Count	FTE
City Manager	1	1.00
Assistant City Manager	1	1.00
City Clerk	1	1.00
Economic Development Program Manager	1	1.00
Intergovernmental Programs Manager	1	1.00
Communications Program Manager	1	1.00
CMO Management Analyst	1	1.00
Executive Asst. to the City Manager	1	1.00
Deputy City Clerk	1	1.00
Administrative Assistant III	1	1.00
Records Coordinator	1	1.00
Communication Specialist	1	1.00
Administrative Assistant II[1]	2	1.50
Engineer II Development Review	1	1.00
Construction Inspector	1	1.00
Administrative Assistant I[1]	0	0.50
Public Disclosure Specialist	1	0.50
Senior Planner	3	2.50
Department Total	20	19.00

1) A portion of these positions are allocated to the Wastewater Utility

2017 Council Goals and Work Plan Accomplishments

Goal 1: Strengthen Shoreline's economic base to maintain the public services that the community expects

- Supported outreach to business community regarding Business and Occupation (B&O) Tax in Shoreline.
- Welcomed Seattle International Film Festival back to Shoreline for 2017 events.

Goal 2: Improve Shoreline's utility, transportation, and environmental infrastructure

- Implemented the Ronald Wastewater Transition Plan and executed Service Agreement.
- Completed build-out of third floor and moved Planning and Community Development Department from first floor to third floor.
- Began construction of new Police Station on first floor of City Hall.

Goal 3: Prepare for two Shoreline light rail stations

- Worked with Sound Transit on design of light rail stations and completed stations/parking garages milesstone design reviews.
- Negotiated agreements with Sound Transit on park impact mitigations and critical area impact mitigation project.
- Partnered with Sound Transit to host the 60% project design open house for public design review and and provided comments on the design.
- Executed Transit Way Agreement with Sound Transit.
- Initiated 185th Street Corridor Study.

Goal 4: Expand the City's focus on equity and inclusion to enhance opportunities for community engagement

- Worked with King County to issue a Request for Proposals to develop an affordable housing project on City-owned property at 198th/Aurora.
- Continued to conduct Nurturing Trust workshops to develop and maintain working relationships with diverse and underrepresented members of Shoreline community.
- Redesigned City's website to be more user focused and increased efforts to ensure it is accessible to all users.

Goal 5: Promote and enhance City's safe community and neighborhood initiatives

- Conducted 47 crime prevention meetings.
- Part 1 crimes (violent crimes) at lowest level in over a decade and 13% below five-year average.
- Continue to utilize Cross Departmental - Safe Community Team to identify and focus on safety concerns in City, parks, and trails.

2018 Council Goals and Work Plan Objectives

Goal 1: Strengthen Shoreline's economic base to maintain the public services that the community expects

- Continue implementing 10-Year Financial Sustainability Plan.
- Work with new property owners in Aurora Square Community Renewal Area on continued implementation of projects, such as conducting a regional surface water facility feasibility study, rebranding of Aurora Square, and making improvements to intersection at 155th and Westminster.

Goal 2: Improve Shoreline's utility, transportation, and environmental infrastructure

- Continue promoting growing media production activities occurring in Shoreline and exploring development of a state-of-the-art media campus.
- Continue to identify funding strategies to implement City's Transportation Master Plan.
- Continue implementing City's asset management system.
- Move Police Station to City Hall.
- Complete the sidewalk prioritization citizen advisory process.

Goal 3: Prepare for two Shoreline light rail stations

- Continue to work with Sound Transit to design, evaluate, and permit City's two light rail stations and related infrastructure.
- Execute Umbrella Agreement with Sound Transit.
- Review and process land use and construction permits when submitted.

Goal 4: Expand the City's focus on equity and inclusion to enhance opportunities for community engagement

- Continue implementing City's Diversity and Inclusion Program.
- Conduct City's biennial Citizen Satisfaction Survey.

Goal 5: Promote and enhance City's safe community and neighborhood initiatives

- Conduct Crime Prevention through Environmental Design review of a yet to be identified City park and implement recommendations from review.
- Continue coordinating information and resources to address crime trends.
- Continue communicating public safety and crime prevention tips through the City's different communication channels.
- Continue implementing Risk Analysis De-escalation and Referral (RADAR) program.

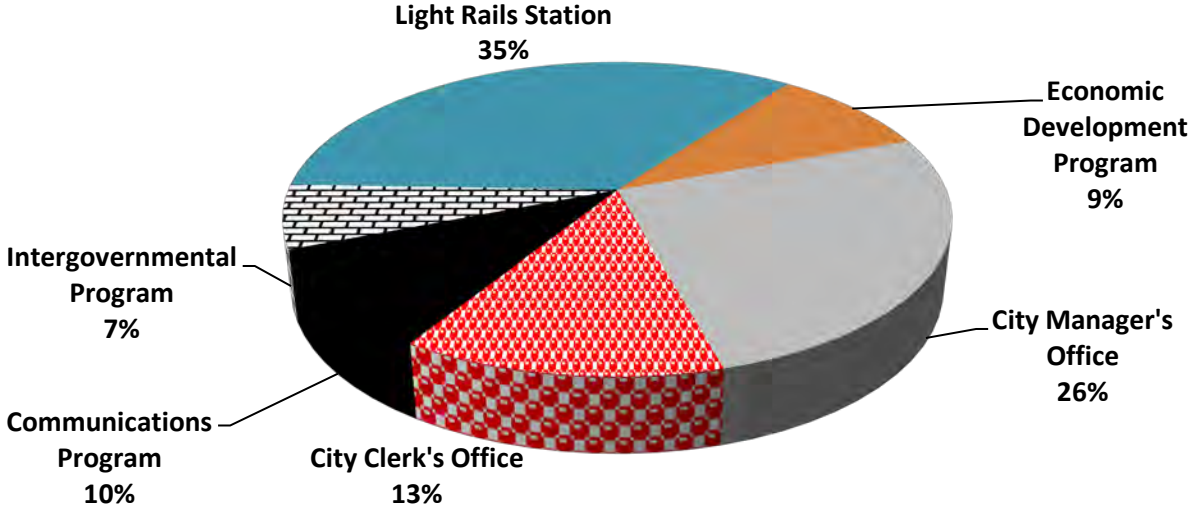
2018 Operational Objectives

- Implement Electronic Records Center in SharePoint.

City Manager's Office
2018 Budget

Expenditures by Program

Program Budget	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
City Manager's Office	$739,317	$830,515	$908,451	$908,451	$1,043,789	$135,338	14.90%
City Clerk's Office	$421,535	$465,113	$505,366	$478,723	$523,242	$17,876	3.54%
Communications Program	$287,532	$361,387	$376,256	$368,555	$402,529	$26,273	6.98%
Intergovernmental Program	$256,353	$224,341	$254,137	$254,137	$259,530	$5,393	2.12%
Light Rail Stations	$0	$176,903	$1,316,313	$867,876	$1,373,790	$57,477	4.37%
Economic Development Program	$356,376	$428,791	$379,931	$379,931	$340,196	($39,735)	(10.46%)
Property Management Program	$7,466	$8,310	$7,392	$7,392	$7,392	$0	0.00%
Highland Park Center	$7,587	$10,386	$21,583	$22,103	$22,277	$694	3.22%
Total Program Budget	$2,076,166	$2,505,746	$3,769,429	$3,287,168	$3,972,745	$203,316	5.39%
General Fund Expenditures as a % of Total General Fund	5.75%	6.55%	7.82%	7.45%	8.54%		



Revenue by Program

Program Budget	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Economic Development Program	$0	$0	$48,500	$103,490	$0	($48,500)	(100.00%)
City Clerk's Office	$207,515	$198,799	$196,525	$195,825	$196,475	($50)	(0.03%)
Light Rail Stations	$0	$169,517	$1,381,679	$875,262	$1,373,790	($7,889)	(0.57%)
Highland Park Center	$75,523	$57,140	$58,069	$58,184	$59,546	$1,477	2.54%
General Fund Subsidy	$1,793,128	$2,080,290	$2,084,656	$2,054,407	$2,342,934	$258,278	12.39%
Total Resources	$2,076,166	$2,505,746	$3,769,429	$3,287,168	$3,972,745	$203,316	5.39%

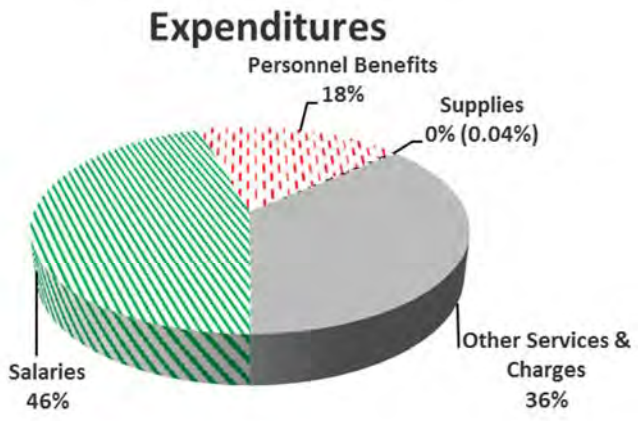
City Manager's Office
2018 Budget

Expenditures by Type

Object Category Name	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Salaries	$1,145,013	$1,368,441	$1,655,090	$1,627,268	$1,807,232	$152,142	9.19%
Personnel Benefits	$444,498	$496,691	$639,934	$629,746	$705,855	$65,921	10.30%
Supplies	$35,985	$35,796	$32,175	$32,429	$15,525	($16,650)	(51.75%)
Other Services & Charges	$448,588	$603,015	$1,439,752	$995,247	$1,438,705	($1,047)	(0.07%)
Intergovernmental Services	$1,447	$1,158	$2,478	$2,478	$5,428	$2,950	119.05%
Capital Outlays	$0	$0	$0	$0	$0	$0	0.00%
Interfund Payments for Service	$635	$645	$0	$0	$0	$0	0.00%
Total Expenditures	$2,076,166	$2,505,746	$3,769,429	$3,287,168	$3,972,745	$203,316	5.39%

Revenue by Type

Revenue Source	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Licenses & Permits	$206,061	$195,351	$195,275	$195,275	$195,275	$0	0.00%
Intergovernmental Revenues	$0	$169,517	$1,430,179	$978,752	$1,373,790	($56,389)	(3.94%)
Charges for Goods and Services	$1,454	$3,448	$1,200	$550	$1,200	$0	0.00%
Fines and Penalties	$0	$0	$50	$0	$0	($50)	(100.00%)
Miscellaneous Revenues	$75,523	$57,140	$58,069	$58,184	$59,546	$1,477	2.54%
General Fund Subsidy	$1,793,128	$2,080,290	$2,084,656	$2,054,407	$2,342,934	$258,278	12.39%
Total Resources	$2,076,166	$2,505,746	$3,769,429	$3,287,168	$3,972,745	$203,316	5.39%



City Manager's Office
2018 Budget

Budget Changes

Expenditures

- City Manager's Office's Extra Help: Added $14,432 in extra help for a Pilot Internship Program. Funding will continue into 2019. (July 2018 – June 2019 Total: $28,900)
- Public Disclosure Extra Help: Removed the Public Disclosure Specialist one-time extra help position for a total of $28,744. Added 0.50 FTE Public Disclosure Specialist for a total for $41,500 ongoing. This request will provide the City with an appropriate staffing level to handle the volume of records requests and make it possible to perform thorough searches for responsive records, provide the fullest assistance to requestors, and deliver records in a timely manner. This position is budgeted in 2018 with a January 1 start date.
- City Manager's Office's Professional Services: Added $50,000 in one-time and $30,000 ongoing to fund efforts to have Shoreline attain Salmon Safe Certification. The ongoing funding will support Council's sustainability goals.
- Communications Professional Services: Removed a one-time supplemental allocation of $29,000 for website user experience analysis. Added $25,000 one-time supplemental funding for web accessibility training.
- Government Relations Professional Services: Removed a one-time allocation of $10,000 for lobbyist services in Olympia due to the anticipated extended session for 2017.
- Shifted existing 0.25 FTE of Administrative Assistant II from City Clerk's Office to Wastewater Finance Operations. Shifted existing 0.50 FTE Administrative Assistant I from Wastewater Finance Operations to City Clerk's Office.
- 1.00 FTE Construction Inspector (General Fund: $86,700 ongoing / $30,400 one-time – funded through Sound Transit Expedited Permitting and Reimbursement Agreement): Additional right-of-way (ROW) construction inspection resources are needed to provide inspection of Sound Transit (ST) construction activities. The cost of this position will be covered by the current ST Expedited Permitting and Reimbursement Agreement and an anticipated amendment or separate agreement with ST for construction services staffing from spring 2018 through 2022 or early 2023. Construction of the light rail system is currently planned to start in spring of 2018 and is estimated to require 1.00 FTE of ROW construction inspection services starting in spring of 2018 for inspection of work within the City ROW related to construction of the light rail system. Based on the length of the construction activity and the anticipated future need due to increased development and capital construction this position is being requested as a permanent FTE in Public Works and not a term-limited position. Start-up costs include a vehicle for the position. This position is budgeted in 2018 with an April 1 start date. The full annual cost for the position will be approximately $111,500.

CITY MANAGER'S OFFICE

The City Manager's Office is accountable to the City Council for operational and financial results and organizational leadership.

EFFECTIVENESS	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Percent of residents who are very / somewhat satisfied with the overall quality of services provided by the City	73%	73%	67%	67%	67%
Percentage of employees who have a clear understanding of City's mission, goals, and organizational values	98%	98%	96%	96%	96%
Percentage of residents that say, "I trust the City of Shoreline to spend my tax dollars responsibly."	69%	69%	66%	66%	66%
Percentage of residents who are very / somewhat satisfied with the effectiveness of the City Manager and City staff	61%	61%	50%	50%	50%

EFFICIENCY	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Total average process time to respond to citizen letters or emails (calendar days)	12	10	10	10	10
Number of regular City employees per 1,000 population	2.53	2.55	2.73	3.05	3.21
Support service costs as a percentage of the City's operating expenditures	13.5%	13.2%	11.4%	12.8%	13.5%
Program budget as a percent of the City's General Fund budget	2.37%	2.09%	2.25%	2.06%	2.06%
Operating expenditures per capita (actual $)	$659	$675	$707	$794	$823
Operating expenditures per capita adjusted for inflation (2000 as base)	$476	$481	$495	$539	$555

COMMUNICATIONS

The Communications program develops and uses two-way communication resources to deliver and elicit useful information to and from our residents and other key stakeholders.

EFFECTIVENESS	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Percentage of residents who are very / somewhat satisfied with the quality of the content on City's website	50%	50%	50%	50%	52%
Percentage of residents who are very / somewhat satisfied with the quality of the City's newsletter, "CURRENTS"	73%	73%	70%	70%	72%

INPUT	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Number of visits to shorelinewa.gov	328,214	538,961	977,354	1.1 million	1.4 million
Percentage of residents who are very / somewhat satisfied with the quality of City's social media	40%	40%	44%	44%	44%

ECONOMIC DEVELOPMENT: BUSINESS ATTRACTION AND RETENTION

To bring together public and private resources necessary to enhance the existing business environment in Shoreline and ensure the long-term viability of the City's economic base.

INPUT	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Percentage of City appraised valuation that is classified commercial	20.02%	17.50%	15.49%	17.00%	17.00%
Number of unique visits to www.surprisedbyshoreline.com	/	/	2,785	2,785	2,785
Sales Tax Per Capita	$139.05	$143.66	$151.69	$151.19	$151.82
Total number of businesses with a City of Shoreline license located in city limits	2,589	2,604	2,079	2,740	2,740

PUBLIC RECORDS & CITY COUNCIL MEETING MANAGEMENT

The City Clerk's Office oversees the legal and efficient operation of City Council meetings and Hearing Examiner hearings and manages the availability, protection and retention of City records to facilitate the democratic process for the citizens of Shoreline.

EFFECTIVENESS	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Percentage of external customers who rate the City Clerk's public disclosure process as very good or excellent	100%	95%	100%	100%	100%

WORKLOAD	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Number of public records requests processed	217	307	322	315	325
Number of specialty business licenses issued	119	116	77	60	55
Number of contracts and property records, agreements processed, recorded, and / or filed	462	503	373	400	400

This page has been intentionally left blank.

Community Services

This page has been intentionally left blank.

Community Services
2018 Budget

Department Mission Statement

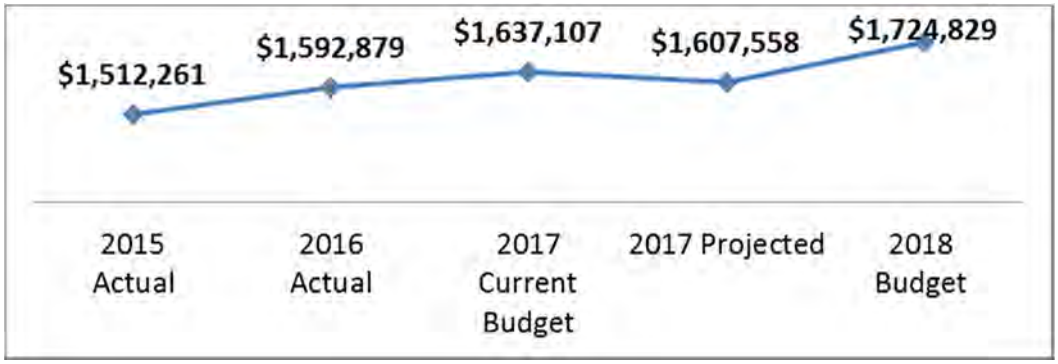
The Community Services Division provides leadership, support, and direct services, which connect individuals, families, neighborhoods, businesses, and non-profit organizations with the information and resources they need to enhance the community's quality of life.

Community Services

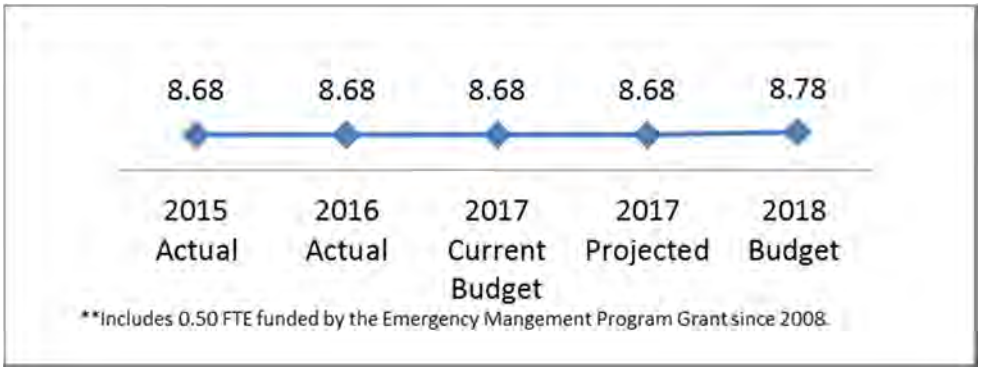
Rob Beem - Community Services Manager (206) 801-2251

- Diversity Inclusion Program 0.60 FTE
- Human Services 0.97 FTE
- Emergency Management Planning 1.79 FTE
- Neighborhoods 1.29 FTE
- 24 Hour Customer Response Team 2.52 FTE
- Code Enforcement Team 1.61 FTE

Expenditures Comparison



Staffing Trend



Community Services
2018 Budget

Staffing Summary by Program

Program	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Neighborhoods	1.29	1.29	1.29	1.29	1.29	0.00	0.00%
24 Hour Customer Service	1.86	2.15	2.15	2.15	2.15	0.00	0.00%
Code Enforcement Team	2.27	1.98	1.98	1.98	1.98	0.00	0.00%
Emergency Management Planning**	1.79	1.79	1.79	1.79	1.79	0.00	0.00%
Human Services	1.47	1.47	0.97	0.97	0.97	0.00	0.00%
Diversity Inclusion Program	0.00	0.00	0.50	0.50	0.60	0.10	0.00%
Total FTE	8.68	8.68	8.68	8.68	8.78	0.00	0.00%

**Includes 0.50 FTE funded by the Emergency Mangement Program Grant since 2008.

2018 Staffing Summary by Positions and FTEs

Position	Head Count	FTE
Community Services Manager	1	1.00
Grants Administrator*	0	0.18
Neighborhoods Coordinator	1	1.00
Community Diversity Coordinator	1	0.60
Administrative Assistant II	2	2.00
Emergency Management Coordinator	1	1.00
Customer Response Team (CRT) Supervisor	1	1.00
CRT Representative	2	2.00
Department Total	9	8.78

*Grants Administrator 'Head Count' reflected in ASD Budget Pages.

2017 Council Goals and Work Plan Accomplishments

Goal 3: Prepare for two Shoreline light rail stations

- Supported adoption of a Fee in Lieu policy implementing the City's Affordable Housing Program in the light rail station subareas.
- Supported Parkwood Neighborhood Association in applying for a Neighborhood Mini-Grant related to pedestrian and traffic safety around the 145th Street Light Rail station

Goal 4: Enhance openness and opportunities for community engagement

- Offered four (4) Culture Share events and sponsored four (4) community-based trainings to support diverse communities.
- Supported six (6) Neighborhood Associations by helping to formalize new leadership and hosting successful events.
- Formed internal Diversity and Inclusion committee to guide staff training and development program which will expand staff's awareness and competence in serving more diverse communities and community members.

Goal 5: Promote and enhance the City's safe community and neighborhood programs and initiatives

- Produced National Night Out and supported 80 neighborhood parties touching every City neighborhood
- Designed the new Citizens Engagement Academy, known as Shoreline CityWise Project and convened the inaugural class of 15 members.

2017 Operational Accomplishments

- Implemented standard City-wide procedures to respond to unpermitted homeless camping.
- Assisted the Shoreline Police and Fire Departments at 28 incidents requiring supplemental response.
- Provided disaster related instructional trainings and facilitated drills to staff for disaster preparedness.
- Developed an improved process for the City's abandoned vehicle program between Shoreline Police and the Customer Response Team, resulting in a timelier citizen response.

2018 Council Goals and Work Plan Objectives

Goal 4: Enhance openness and opportunities for community engagement

- Conduct the second Shoreline CityWise Project class.
- Conduct outreach with individuals and community organizations to build relationships and create opportunities for partnership with diverse communities.
- Provide all staff with training opportunities to increase competence in serving more diverse communities and community members in a fair and equitable manner.

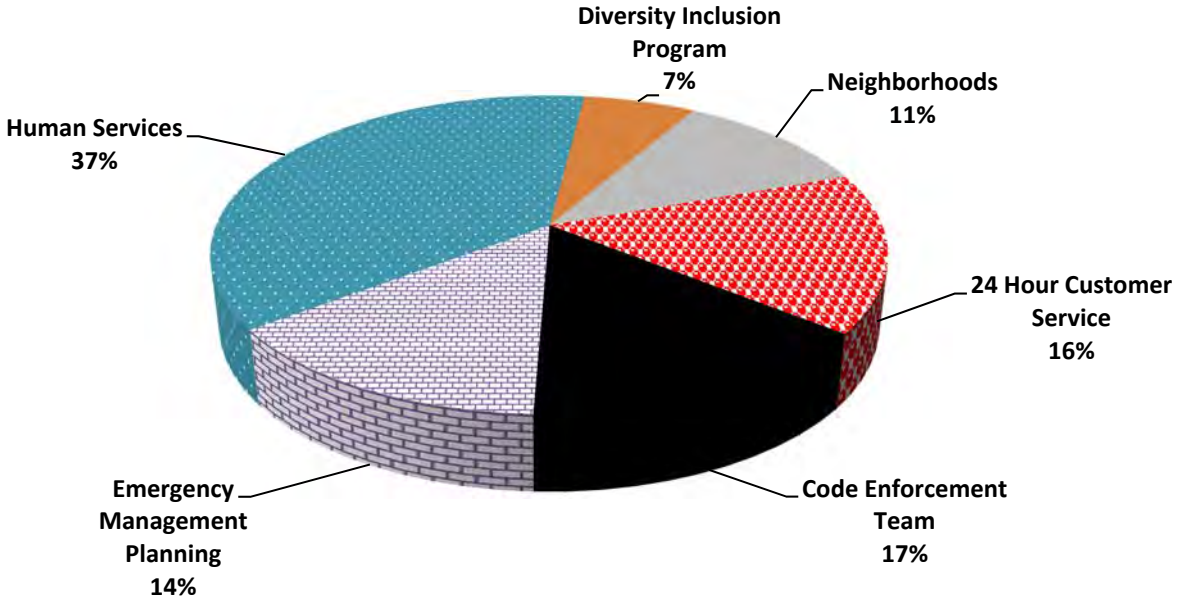
Goal 5: Promote and enhance the City's safe community and neighborhood programs and initiatives

- Produce and promote National Night Out in partnership with the Shoreline Police Department.
- Maintain Council of Neighborhood presence and outreach at Swingin' Summer Eve and Celebrate Shoreline events.
- Further explore Neighborhood "HUB"s as part of community driven disaster preparedness initiative with community member partnership.
- Foster citizen engagement in disaster preparedness and resilience through HUBs, CERT, the Auxiliary Communications Service, and other public outreach programs.
- Provide disaster related instructional trainings and facilitate drills for staff to meet federal grant requirements and to bolster disaster preparedness.
- Continue to convene Safe Neighborhoods/Safe Community Team.

Community Services
2018 Budget

Expenditure by Program

Program Budget	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Neighborhoods	$194,897	$168,946	$182,515	$182,515	$193,670	$11,155	6.11%
24 Hour Customer Service	$250,901	$258,746	$268,372	$284,533	$278,721	$10,349	3.86%
Code Enforcement Team	$241,062	$248,600	$268,372	$223,562	$257,281	($11,091)	(4.13%)
Emergency Management Planning	$179,869	$194,197	$233,839	$233,839	$242,078	$8,239	3.52%
Human Services	$645,532	$722,390	$599,362	$598,612	$643,361	$43,999	7.34%
Diversity Inclusion Program	$0	$0	$84,647		$109,718		
Total Program Budget	$1,512,261	$1,592,879	$1,637,107	$1,523,061	$1,724,829	$62,651	3.83%
General Fund Expenditures as a % of Total General Fund	4.19%	4.16%	3.40%	3.45%	3.71%		



Revenue by Program

Revenue Source	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Intergovernmental Revenues	$228,683	$222,958	$212,602	$212,360	$218,822	$6,220	2.93%
Miscellaneous Revenues	-$20	$658	$0	$0	$0	$0	0.00%
Total Revenue	$228,663	$223,616	$212,602	$212,360	$218,822	$6,220	2.93%
General Fund Subsidy	$1,283,598	$1,369,263	$1,424,505	$1,395,198	$1,506,007	$81,502	5.72%
Total Resources	$1,512,261	$1,592,879	$1,637,107	$1,607,558	$1,724,829	$87,722	5.36%

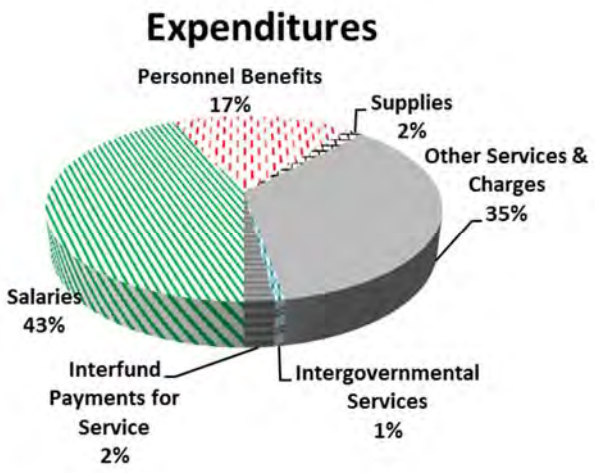
Community Services
2018 Budget

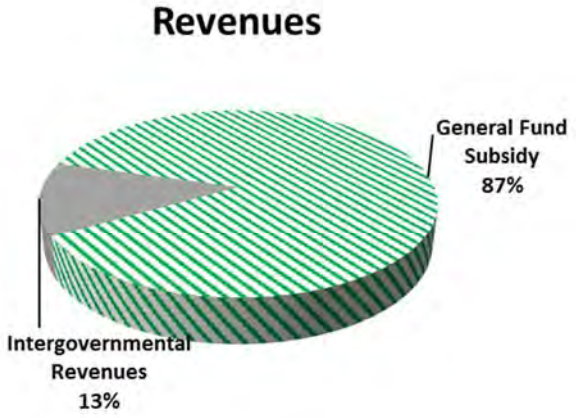
Expenditures by Type

Object Category Name	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Salaries	$652,495	$664,597	$711,898	$700,329	$741,888	$29,990	4.21%
Personnel Benefits	$247,712	$258,540	$297,185	$280,105	$300,291	$3,106	1.05%
Supplies	$23,117	$23,732	$31,725	$31,471	$28,700	($3,025)	(9.54%)
Other Services & Charges	$556,785	$605,754	$547,972	$551,181	$606,032	$58,060	10.60%
Intergovernmental Services	$15,870	$13,072	$17,033	$13,178	$13,060	($3,973)	(23.33%)
Interfund Payments for Service	$16,282	$27,184	$31,294	$31,294	$34,858	$3,564	11.39%
Total Expenditures	$1,512,261	$1,592,879	$1,637,107	$1,607,558	$1,724,829	$87,722	5.36%

Revenue by Type

Revenue Source	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Intergovernmental Revenues	$228,683	$222,958	$212,602	$212,360	$218,822	$6,220	2.93%
Miscellaneous Revenues	-$20	$658	$0	$0	$0	$0	0.00%
Total Revenue	$228,663	$223,616	$212,602	$212,360	$218,822	$6,220	2.93%
General Fund Subsidy	$1,283,598	$1,369,263	$1,424,505	$1,395,198	$1,506,007	$81,502	5.72%
Total Resources	$1,512,261	$1,592,879	$1,637,107	$1,607,558	$1,724,829	$87,722	5.36%





Community Services
2018 Budget

Budget Changes

Expenditures

- Diversity Inclusion Program: Removed 2017 one-time allocation of $20,000 for development and delivery of community events that focus on community diversity, engagement, and inclusion, as well as training for City staff on issues of diversity, inclusion, and racial equity. Included $30,000 in one-time funding for staff to participate in a training and a series of activities designed to improve their individual and the City's capability, as a whole, to engage and support diverse community members, and to "enhance opportunities for community engagement."

- Increase of 0.10 FTE to 0.60 FTE Cultural Diversity Coordinator (General Fund: $11,600): The FTE increase will allow for a constant level of service.

- Human Services: Increased City grants to other agencies by $29,500, which is based on 0.80% of General Fund ongoing general revenues in the goal to reach 1.00% by 2022 by increasing the percentage by 0.05% each year; hence, in 2019, 0.85% of ongoing general revenues are scheduled to be dedicated to competitive human services funding.

NEIGHBORHOODS

The Neighborhoods program provides support, advice and assistance to the Council of Neighborhoods and neighborhood associations to build healthy, vibrant neighborhoods.

EFFECTIVENESS	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Percentage of residents rating the condition of their neighborhoods as excellent or good	62%	62%	67%	67%	67%

INPUT	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Number of registered block parties for National Night Out	/	40	55	65	65

WORKLOAD	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Dollar value of projects funded through the mini-grant program	$16,319	$13,893	$18,729	$20,000	$20,000
Number of neighborhood mini-grants awarded	5	5	6	6	6

24 HOUR CUSTOMER RESPONSE TEAM

Responds to internal and external inquiries, concerns, suggestions and complaints and provide reliable resolution and follow up. Provides telephone and in-person problem resolution and follow-up.

EFFECTIVENESS	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Percentage of requests inspected within 5 working days.	97%	95%	93%	95%	94%
Percentage of customer requests responded to within 24 hours	97%	99%	99%	100%	99%
Percentage of external customers giving CRT services a good or excellent rating	98%	97%	100%	66%	99%
Percentage of residents who are very / somewhat satisfied with enforcement of graffiti removal from private properties	49%	49%	43%	43%	45%
Percentage of residents who are very / somewhat satisfied with enforcing clean-up of garbage / junk / debris on private property	43%	43%	39%	39%	41%
Percentage of residents who are very / somewhat satisfied with enforcing removal of abandoned / junk autos	41%	41%	38%	38%	38%
Average number of calendar days from request initiation to voluntary compliance (Strike 1 & 2)	34	25	30	40	40
Percentage of all code enforcement actions resolved by voluntary compliance (Strike 1&2)	97%	95%	92%	95%	95%
Percent of abandoned vehicles tagged within 24 hours of notification	97%	88%	92%	90%	90%

EFFICIENCY	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Average number of service requests per FTE	847	635	650	650	650
Average cost per service request	$148	$178	$228	$217	$217
Number of code enforcement actions (Strike 1&2) per FTE	404	292	133	145	145

WORKLOAD	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Number of service requests for litter / garbage	285	194	249	246	200

24 HOUR CUSTOMER RESPONSE TEAM

Responds to internal and external inquiries, concerns, suggestions and complaints and provide reliable resolution and follow up. Provides telephone and in-person problem resolution and follow-up.

WORKLOAD	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Number of service requests	1,300	1,602	1,388	1,458	1500
Number of code enforcement requests for action	903	580	399	326	400
Number of service requests for parking / abandoned vehicles	711	572	846	638	500
Number of service requests for vandalism / graffiti	110	175	131	102	150

HUMAN SERVICES: SUPPORT FOR SOCIAL AGENCIES

Human Services fosters the development of an effective and accessible system of human services to meet the needs of Shoreline residents.

EFFICIENCY	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Percentage of General Fund recurring revenues contibuted to human services agencies	0.74%	0.71%	0.68%	0.75%	0.80%

INPUT	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Total loan value of major home repairs	$40,000	$42,142	$7,993	$50,000	$37,000

Administrative Services

This page has been intentionally left blank.

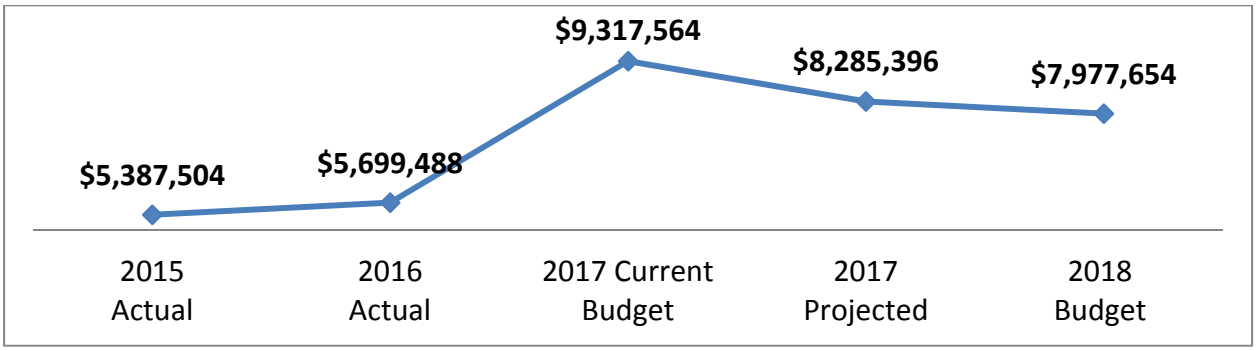
Administrative Services
2018 Budget

Department Mission Statement

Provide financial, technical, fleet and facility services to support the City's mission and goals.

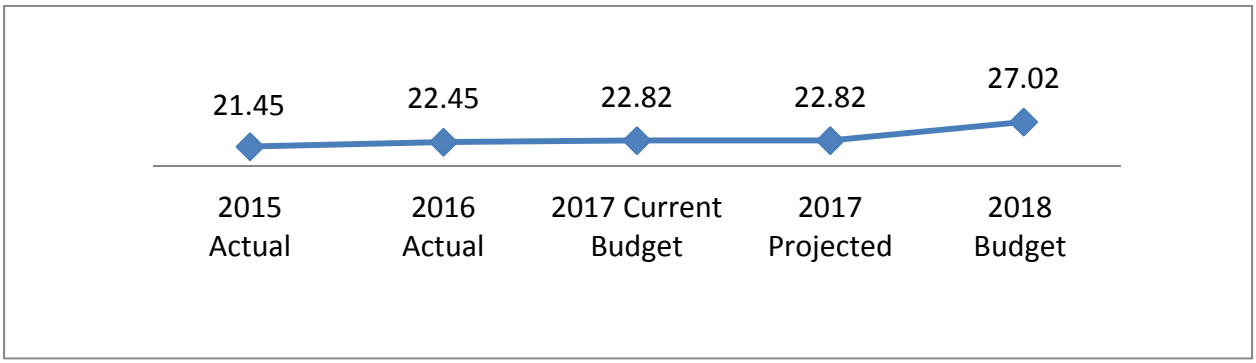
* Includes a 2-Year term-limited Accountant ending in 2019 and a temporary .37 FTE increase funded as part of the Financial System Replacement Project for staff backfill.
** Includes 0.12 FTE of Grants Administrator allocated to SWM CIP.
***Includes a 3-Year term-limited IT Project Manager ending in 2018

Expenditures Comparison



Administrative Services
2018 Budget

Staffing Trend



* Includes a 2-Year term-limited Accountant ending in 2019 and a temporary .37 FTE increase funded as part of the Financial System Replacement Project for staff backfill.
** Includes 0.12 FTE of Grants Administrator allocated to SWM CIP.
***Includes a 3-Year term-limited IT Project Manager ending in 2018

Staffing Summary by Program

Program	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Administration Services Director's Office	2.00	2.00	2.20	2.20	2.20	0.00	0.00%
Budget	2.50	2.50	2.00	2.00	3.00	1.00	40.00%
Financial Operations	4.13	4.13	5.00	5.00	5.70	0.70	16.97%
Purchasing	1.84	1.84	1.00	1.00	1.00	0.00	0.00%
Fleet and Facilities	4.16	4.16	4.80	4.80	4.80	0.00	0.00%
Geographical Information Services	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Information Technology Operations	4.00	4.00	4.00	4.00	6.50	2.50	62.50%
Information Technology Strategic Plan***	0.00	1.00	1.00	1.00	1.00	0.00	0.00%
Web Development	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Grant Research & Development	0.70	0.70	0.70	0.70	0.70	0.00	0.00%
Capital Projects	0.12	0.12	0.12	0.12	0.12	0.00	0.00%
Total FTE	21.45	22.45	22.82	22.82	27.02	4.20	18.40%

**1-year term-limited Staff Accountant
***3-year term-limited IT Project Manager Starting in 2016
2017 and 2018 position allocation changes are summarized in the Executive Summary.

Administrative Services
2018 Budget

2018 Staffing Summary by Positions and FTEs

Position	Head Count	FTE
Administrative Services Director	1	1.00
Finance Manager*	1	0.70
Central Services Manager	1	1.00
Information Technology Manager	1	1.00
Administrative Assistant III	1	1.00
Administrative Assistant II	1	1.00
Grants Administrator**	1	0.82
Budget Supervisor	1	1.00
Budget Analyst	1	1.00
Management Analyst	2	2.00
Staff Accountant****	2	2.00
Payroll Officer	1	1.00
Purchasing Coordinator	1	1.00
Senior Finance Technician	1	1.00
Finance Technician	1	1.00
Facilities Maint. Worker II	2	2.00
GIS Technician	1	1.00
Web Developer	1	1.00
Asset Management Functional Analyst	1	1.00
Network Administrator	1	1.00
IT Systems Analyst	2	2.00
IT Specialist	2	1.50
IT Project Manager***	1	1.00
Department Total	28.00	27.02

*A portion of these positions are allocated to the Wastewater Utility.
**Includes 0.12 FTE allocated to Surface Water CIP.
*** Includes 3-Year term-limited IT Project Manager (1.00 FTE)
****Includes 1-Year term-limited Staff Accountant (1.00 FTE)

Administrative Services
2018 Budget

2017 Council Goals and Work Plan Accomplishments

Goal 1: Strengthen Shoreline's economic base to maintain the public services that the community expects

- Completed implementation of new Permitting System with online permit submission.
- Continued implementation of City's 10-year Financial Sustainability Plan (10 YFSP)
  - Engaged Business Community in discussion regarding potential implementation of Business & Occupation Tax
  - Evaluated options for replacing General Fund contribution to Roads Capital Fund

Goal 2: Improve Shoreline's utility, transportation, and environmental infrastructure

- Continued performing major maintenance to extend life of Shoreline Pool.
- Planned and began staff moves and storage needs for Police Station at City Hall project.
- Incorporated Ronald Wastewater Operations into City's budget.
- Implemented Cityworks for Parks Operations and Ronald Wastewater.
- Supported City's Sidewalk Advisory Committee to include funding option analysis and providing GIS Data to support equity evaluation for future sidewalk locations.
- Began development of long range facilities maintenance plan.

Goal 3: Prepare for two Shoreline light rail stations

- Supported development and implementation of phase 2 budget and cost sharing agreement with Sound Transit.

Goal 4: Expand the City's focus on equity and inclusion to enhance opportunities for community engagement

- Implemented Customer Service Portal on City website.
- Modernized AV equipment in Council Chamber.

2017 Operational Accomplishments

- Began implementation, including business process review, for new or upgraded financial and human resources operating system.
- Incorporated Ronald Wastewater billing and financial operations.
- Supported American Public Works Association accreditation, including recognition of model budgetary practices.
- Evaluated and discussed use of biennial budget with City Council.
- Implemented network improvements, reducing risks and costs and improving efficiency.

2018 Council Goals and Work Plan Objectives

Goal 1: Strengthen Shoreline's economic base to maintain the public services that the community expects

- Continue implementing City's 10-year Financial Sustainability Plan (10 YFSP.)

- Support business process improvements through new Permitting System.

Goal 2: Improve Shoreline's utility, transportation, and environmental infrastructure

- Support funding for City's Sidewalk prioritization and maintenance plan.
- Support analysis of options for funding City's Parks, Recreation and Open Space Plan, including construction and operation of new Aquatics and Community Center.
- Complete relocation of Police operations to City Hall, which includes related staff moves and operational changes at City Hall.
- Complete integration of Wastewater Utility into City operations.
- Complete long range facilities maintenance plan.

Goal 3: Prepare for two Shoreline light rail stations

- Support evaluation of operational impacts of light rail stations on City.

Goal 4: Expand the City's focus on equity and inclusion to enhance opportunities for community engagement

- Evaluate different technological opportunities to enhance customer engagement

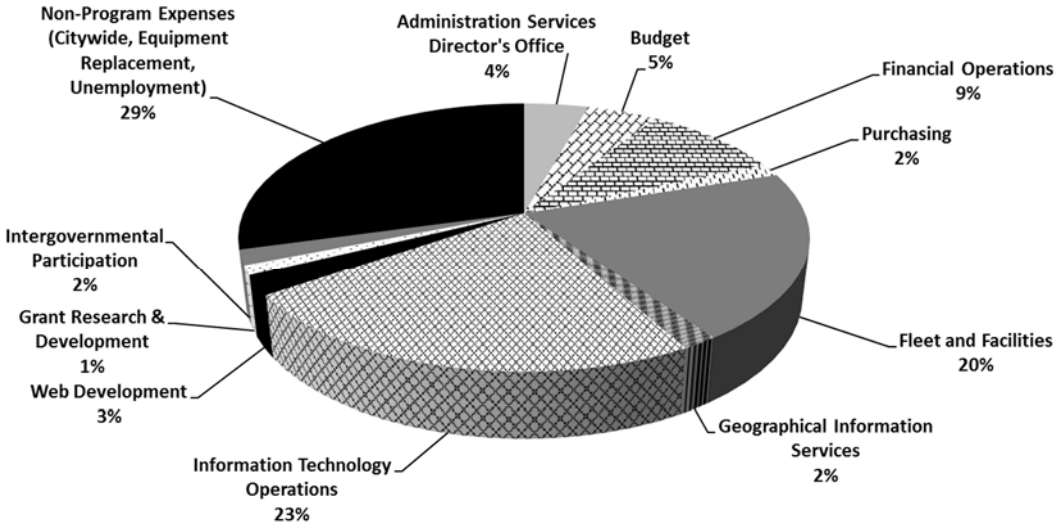
2018 Operational Objectives

- Complete implementation of One Solution, City's new finance and human resources system, and use it to develop process improvements.
- Implement Biennial Budgeting.
- Upgrade City's phone system and support associated process improvements.
- Assess technology needs by staff role.
- Develop staff training program for technology.

Administrative Services
2018 Budget

Expenditures by Program

Program Budget	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Administration Services Director's Office	$263,407	$320,103	$334,814	$332,164	$345,803	$10,989	3.28%
Budget	$266,445	$222,175	$248,980	$248,224	$381,330	$132,350	53.16%
Financial Operations	$483,679	$519,964	$642,797	$667,471	$744,101	$101,304	15.76%
Purchasing	$185,468	$158,757	$117,819	$112,658	$123,208	$5,389	4.57%
Fleet and Facilities	$953,109	$1,087,406	$1,245,979	$1,257,560	$1,620,362	$374,383	30.05%
Geographical Information Services	$229,523	$216,695	$240,557	$206,521	$136,247	($104,310)	(43.36%)
Information Technology Operations	$1,547,873	$1,784,234	$3,047,735	$2,903,841	$1,862,027	($1,185,708)	(38.90%)
Web Development	$170,651	$209,984	$262,181	$242,056	$189,600	($72,581)	(27.68%)
Grant Research & Development	$70,915	$84,672	$88,975	$88,975	$91,465	$2,490	2.80%
Intergovernmental Participation	$128,126	$136,887	$150,582	$150,582	$146,308	($4,274)	(2.84%)
Debt Service	$410	$1,639	$0	$0	$0	$0	0.00%
Non-Program Expenses (Citywide, Equipment Replacement, Unemployment)	$1,087,898	$956,972	$2,937,145	$2,075,344	$2,337,203	($599,942)	(20.43%)
Total Program Budget	$5,387,504	$5,699,488	$9,317,564	$8,285,396	$7,977,654	($1,339,910)	(14.38%)



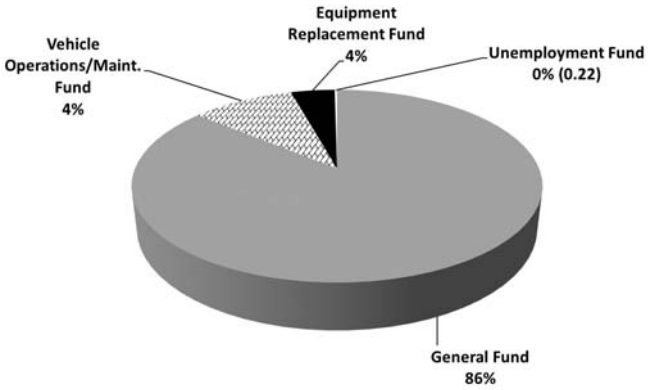
Revenue by Program

Program Budget	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Accounting Services	$5,189	$1,350	$2,185	$1,285	$385	($1,800)	(82.38%)
Web Development	$144	$0	$1,826	$1,826	$1,826	$0	0.00%
Information Technology Strategic Plan Implementation	$0	$0	$94,664	$94,664	$0	($94,664)	(100.00%)
Fleet and Facilities	$220,501	$263,956	$443,123	$443,123	$508,786	$65,663	14.82%
North Maintenance Facility	$119,086	$119,491	$119,086	$119,086	$119,086	$0	0.00%
Non-Program Expenses (Citywide, Equipment Replacement, Unemployment)	$348,141	$609,651	$623,204	$623,204	$582,620	($40,584)	(6.51%)
Total Program Revenue	$693,061	$994,448	$1,284,088	$1,283,188	$1,212,703	($71,385)	(5.56%)
Use of Vehicle Operations/Maint. Fund Balance	($34,142)	($72,121)	$15,000	$0	$268,516	$253,516	1690.11%
Use of Equipment Replacement Fund Balance	($213,023)	($421,647)	$258,300	$258,300	($243,784)	($502,084)	(194.38%)
Use of Unemployment Fund Balance	$1,022	$1,915	$17,500	$17,500	$17,500	$0	0.00%
General Fund Subsidy	$4,940,586	$5,196,893	$7,742,676	$6,726,408	$6,722,719	($1,019,957)	(13.17%)
Total Resources	$5,387,504	$5,699,488	$9,317,564	$8,285,396	$7,977,654	($1,339,910)	(14.38%)

Administrative Services
2018 Budget

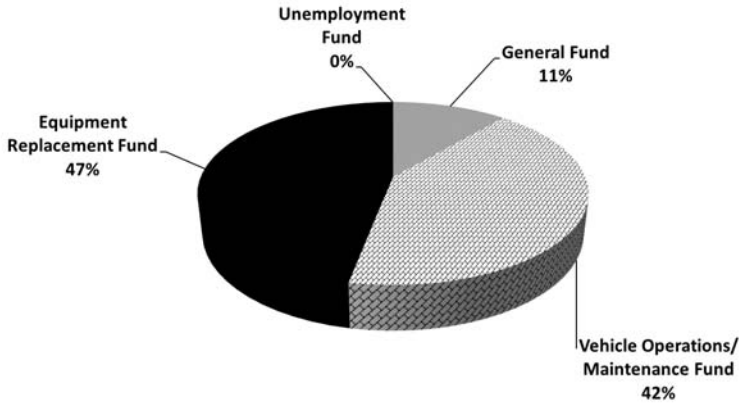
Expenditures by Fund

Expenditures By Fund	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
General Fund	$5,083,720	$5,329,298	$8,145,154	$7,127,986	$6,859,016	($1,286,138)	(15.79%)
Vehicle Operations/Maintenance Fund	$186,359	$185,544	$453,123	$438,123	$772,302	$319,179	70.44%
Equipment Replacement Fund	$116,269	$182,346	$701,787	$701,787	$328,836	($372,951)	(53.14%)
Unemployment Fund	$1,156	$2,300	$17,500	$17,500	$17,500	$0	0.00%
Total Fund Expenditures	$5,387,504	$5,699,488	$9,317,564	$8,285,396	$7,977,654	($1,339,910)	(14.38%)
General Fund Expenditures as a % of Total General Fund	14.09%	13.93%	16.90%	16.15%	14.75%		



Revenue by Fund

Revenue By Fund	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
General Fund	$143,134	$140,834	$475,218	$474,318	$136,297	($338,921)	(71.32%)
Vehicle Operations/ Maintenance Fund	$220,501	$257,665	$438,123	$438,123	$503,786	$65,663	14.99%
Equipment Replacement Fund	$329,292	$595,564	$370,747	$370,747	$572,620	$201,873	54.45%
Unemployment Fund	$134	$385	$0	$0	$0	$0	0.00%
Total Program Revenue	$693,061	$994,448	$1,284,088	$1,283,188	$1,212,703	($71,385)	(5.56%)
General Fund Subsidy	$4,940,586	$5,196,893	$7,742,676	$6,726,408	$6,722,719	($1,019,957)	(13.17%)
Use of Vehicle Operations/Maint. Fund Balance	($34,142)	($72,121)	$15,000	$0	$268,516	$253,516	1690.11%
Use of Equipment Replacement Fund Balance	($213,023)	($421,647)	$258,300	$258,300	($243,784)	($502,084)	(194.38%)
Use of Unemployment Fund Balance	$1,022	$1,915	$17,500	$17,500	$17,500	$0	0.00%
Total Fund Revenue	$5,387,504	$5,699,488	$9,317,564	$8,285,396	$7,977,654	($1,339,910)	(14.38%)



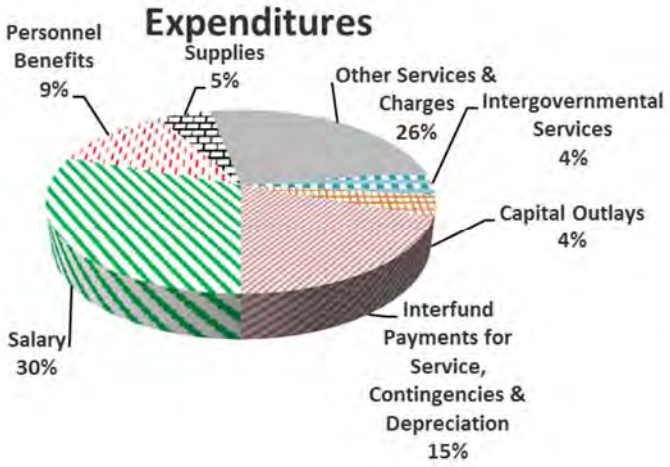
Administrative Services
2018 Budget

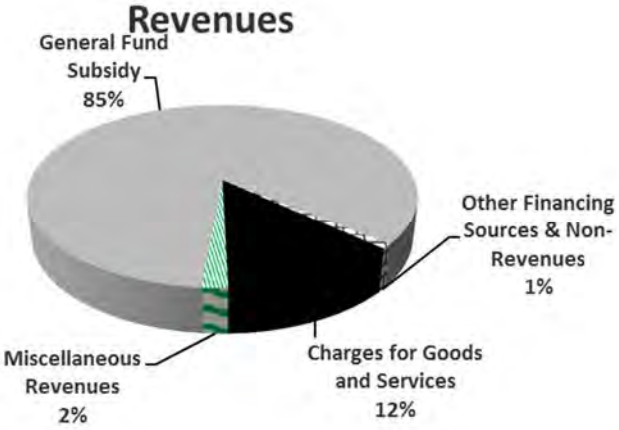
Expenditures by Type

Object Category Name	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Salary	$1,768,588	$1,869,822	$2,236,112	$2,140,500	$2,402,010	$165,898	7.42%
Benefits	$639,388	$649,671	$786,380	$766,543	$929,840	$143,460	18.24%
Supplies	$360,144	$614,943	$1,024,948	$1,013,226	$418,891	($606,057)	(59.13%)
Other Services & Charges	$1,908,219	$1,958,513	$3,143,744	$3,102,892	$2,039,826	($1,103,918)	(35.11%)
Intergovernmental Services	$264,743	$311,738	$288,851	$358,583	$328,136	$39,285	13.60%
Capital Outlays	$311,058	$90,723	$711,359	$710,603	$299,088	($412,271)	(57.96%)
Debt Service	$410	$1,639	$0	$0	$0	$0	0.00%
Interfund Payments for Service, Contingencies & Depreciation	$134,954	$202,439	$1,126,170	$193,049	$1,559,863	$433,693	38.51%
Total Expenditures	$5,387,504	$5,699,488	$9,317,564	$8,285,396	$7,977,654	($1,339,910)	(14.38%)

Revenue by Type

Revenue Source	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Intergovernmental Revenues	$3,004	$0	$0	$0	$0	$0	0.00%
Charges for Goods and Services	$512,174	$825,045	$804,496	$803,596	$1,006,609	$202,113	25.12%
Miscellaneous Revenues	$154,312	$156,432	$335,371	$335,371	$142,471	($192,900)	(57.52%)
Other Financing Sources & Non-Revenues	$23,571	$12,971	$144,221	$144,221	$63,623	($80,598)	(55.89%)
Total Revenue	$693,061	$994,448	$1,284,088	$1,283,188	$1,212,703	($71,385)	(5.56%)
Use of Vehicle Operations/Maint. Fund Balance	($34,142)	($72,121)	$15,000	$0	$268,516	$253,516	1690.11%
Use of Equipment Replacement Fund Balance	($213,023)	($421,647)	$258,300	$258,300	($243,784)	($502,084)	(194.38%)
Use of Unemployment Fund Balance	$1,022	$1,915	$17,500	$17,500	$17,500	$0	0.00%
General Fund Subsidy	$4,940,586	$5,196,893	$7,742,676	$6,726,408	$6,722,719	($1,019,957)	(13.17%)
Total Resources	$5,387,504	$5,699,488	$9,317,564	$8,285,396	$7,977,654	($1,339,910)	(14.38%)





Administrative Services
2018 Budget

Budget Changes

Expenditures

Finance Operations:

- *Financial System Replacement Backfill – 1.00 FTE Staff Accountant* (Term-Limited through 12/31/2019; General Fund: $103,800): This creates a limited term position for a limited term employee who has been under filling the Finance Manager vacancy. With the transition of Ronald staff the Finance Manager position will be filled and a limited term position is necessary to continue this important back fill function for the remainder of the implementation of One Solution and associated process improvements. The work in 2018 will focus on backfill support to Accounting and Budget staff during the implementation of the Financial and Human Resources system (e.g., routine operations, business process improvements, system configuration and testing, etc.). The position is anticipated to be necessary through the system stabilization period. The costs for this position are fully supported within the existing project budget funded with the use of General Fund fund balance.
- Removed one-time supplemental for Microfilming of Payroll Records ($15,500) in Financial Operations.

IT Strategic Plan:

- Added $10,000 one-time funding for telephone system upgrade. Addressing a component of the 2018-2020 Strategic Technology Plan, this funding will provide support for 'soft phones' (i.e., the separate telephone device is replaced by software and a headset on the computer). Moving staff to a 'soft phone' will allow the City to build an inventory to address any failures of the remaining telephone devices and the ability to use Skype for Business (part of the Office 365 suite) for video conferencing.
- Added $30,000 one-time funding for defining requirements for CIP Project Management Tool. The number of CIP projects has increased, as well as the staff to manage those projects. The Public Works department is in the process of standardizing and improving its processes and procedures through targeted process improvement initiatives. Once that work is completed, Public Works will be requesting an automated tool to support those standardized processes, thereby addressing a component of the 2018-2020 Strategic Technology Plan. This funding will allow the City to engage a consultant to assist with the documentation of requirements to be used for a Request for Proposal process to select an automated tool.
- Removed one-time supplemental for Financial and HR System Replacement ($1,200,000 one-time) in IT Strategic Plan and Advisory Service.

IT – GIS:

- Added $15,000 in one-time funding for Cityworks Asset Backlog. Extra Help was funded in 2017 to address an estimated 3,000 hour backlog of CAD drawings that require updates to the GIS database. This update is needed so that the assets are available to manage in Cityworks. This work will not be completed in 2017; therefore, this funding is needed to finish addressing the backlog in 2018.
- Added 1.00 FTE GIS Technician for the Administrative Services Department ($90,500): The City has been utilizing one-time funding for extra help for GIS support for the asset management system (Cityworks) until the staff capacity resulting from assumption of Ronald Wastewater District could be fully analyzed. The Wastewater Utility staffing model developed shows there is no capacity to absorb the City's GIS support needed to update Cityworks assets in the GIS database, as well as provide support to the City's other geospatial requests (research, maps, etc.).

IT- Operations:

- Added $24,475 in one-time funding for installation of cellular boosters in 37 City vehicles. The City has invested in applications that enable field workers to access and update their work in the field. There are areas of the City where standard wireless communication is not sufficient (dead zones). When that occurs, the application is not available. In Parks, the maintenance workers are performing inspections on paper and then scanning those documents into Cityworks due to the unreliability of cellular service in some of the parks. In order to 'boost' the wireless signal in these areas, a wireless 'booster' is proposed.
- Added $7,650 in one-time funding for IT equipment needs for new proposed positions (i.e. PW Maintenance Worker II, Construction Inspector, Combination Inspector)
- Added $10,560 ongoing for Data plans for 22 iPads and Samsung tablets (8 for TRAKiT, 13 for Cityworks) to support field inspection and maintenance work. Verizon data plans are required to that these devices can communicate with the applications which reside in City Hall.
- Added 0.50 FTE IT Systems Specialist ($51,200 ongoing): The Administrative Services Department has utilized one-time funding for Extra Help since 2015 to address a work backlog and current workload demand. The addition of the 0.50 FTE IT Systems Specialist will provide stability, consistency, and speed to the delivery of critical desktop services to enable other City staff to perform their job functions. This position is budgeted in 2018 with a January 1 start date.
- Shifted existing 1.00 FTE Asset Management Functional Analyst from Public Works.
- Added $3,000 ongoing for plotter supplies.
- Added $3,195 ongoing to fund a text journaling (automatic capture of text messages sent or received from City-provided smartphones carried by CRT and Emergency Management) that was implemented to address the new text messaging policy.
- Added $3,700 ongoing for increased cost associate with Amazon Cloud. The City began backing up its data to the Amazon Cloud in 2016. The City's Disaster Recovery environment has been moved to Amazon, and have data to support the 'actual cost' for this service. We will be looking to move the City's email to Office 365, which should allow the City to hold steady or reduce the size of the City's data backup.
- Added $3,500 ongoing for 3rd floor color copier. Color copiers were procured for each occupied floor of City Hall. In order to provide color copier capability for the newly completed 3rd floor, another color copier must be leased.
- Added $8,565 ongoing for maintenance for the City's Storage Area Network (SAN) from NetApp has increased dramatically in 2017 because the hardware is no longer under warranty. The SAN remains usable and does not need replacement, but maintenance on this critical part of the IT Infrastructure is crucial.
- Added $6,500 ongoing for inflationary costs of Superion TRAKiT and BlueBeam Maintenance.
- Added $4,556 ongoing for maintenance of Halogen software.
- Removed one-time supplemental for contract network support in Information Technology – Operations.
- Removed one-time supplemental for audio-visual equipment replacement and instillation ($70,030), which includes Council Chambers and conference room equipment.

Web Development:

- Added $11,000 in one-time funding for EOC Technology Improvements. Currently the City of Shoreline's Emergency Operations Center (EOC) is located in a multi-use room at Shoreline Fire Department Station 61 and is currently not included in the City's

technology cycle. Several essential pieces of technology including displays and audio/visual control have failed or are nearing end of life. Replacements and improvements of these items are needed for the City of Shoreline to be able to adequately provide emergency operations during a disaster.

Facilities:

- Added $1,564 in one-time funding for equipment needs for new propose positions (i.e. Combination Inspector and Construction Inspector).
- Added $7,000 ongoing for replacement of employee furniture. The Shoreline City Hall Construction Project was competed in 2009. During the move, City employees were instructed to bring their existing chairs with them when they moved into the new facility. City Hall Chairs are reaching the end of their serviceable life. After 9 years of continued use in City Hall we need to invest in incremental replacement of chairs on an ongoing basis.
- Added $34,178 in ongoing cost for electricity at City Hall based on estimates for the new Police Station at City Hall, which is to start operating in 2018.

Citywide-Contingencies:

- Added $130,000 one-time contingency for needs that are not fully defined including the Parks extra help needs analysis. The analysis will consider the hours needed to deliver the current level of service in light of extra help salary table changes impacts. This contingency will be allocated based upon evaluation outcome.

Non-Departmental:

- Removed one-time supplemental for professional service ($192,900 – offset by reimbursement from the Wastewater Utility).

Vehicle Operations & Maintenance:

- The fund balance in the Vehicle Operations & Maintenance Fund has grown beyond the level that is needed to fund a $20,000 contingency. The 2018 proposed budget will include $248,516 in transfers of fund balance to the General, Street, Roads Capital and Surface Water funds. The City Manager intends to set the monies transferred to the General and Street funds aside in reserve for future improvements to a maintenance facility.
- Added $9,024 in ongoing expenditures associated with the operations and maintenance of new vehicles for new positions (i.e. Construction Inspection, Combination Inspector, and Sr. PW Maintenance Worker).
- Added $5,000 in contingency for vehicle operation and maintenance bringing the total to $20,000, which is funded by Vehicle Operations & Maintenance Fund fund balance.

Revenues

- Miscellaneous Revenues decreased by $94,664 due to the elimination of One-Time revenues from Ronald Wastewater for System implementation costs.
- Equipment Replacement Fund revenues increased due to $68,193 for the addition of Wastewater vehicles future replacement, $8,267 increase due to the savings for new vehicles associated with new positions proposed in the 2018 Budget, and $64,837 due to adjusted charges for vehicles to be replaced in two to three years to ensure enough savings to meet market costs.

ADMINISTRATIVE SERVICES DIRECTOR'S OFFICE

Administration Services Administration is responsible for the overall leadership and management of the department. The division focuses on process and policy development and provides general administrative support to all Administrative Services divisions.

EFFECTIVENESS	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Received a clean audit opinion the financial statements	YES	YES	YES	YES	YES

EFFICIENCY	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Bond Rating - S&P	AA+	AA+	AA+	AA+	AA+

FINANCIAL PLANNING AND ACCOUNTING SERVICES

This program provides financial analysis, financial reporting, accounting services, and financial planning to support City departments making fiscal and organizational decisions resulting in the optimization of City resources.

EFFECTIVENESS	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Actual operating revenue collections compared to projected revenues	102.4%	100.7%	101.2%	100.0%	100.0%
Basis points in which investment returns exceed the City's benchmark	93	86	65	50	50

PURCHASING SERVICES

Purchasing Services provide City departments with the resources to obtain goods and services while complying with applicable Federal, State, and City regulations.

EFFECTIVENESS	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Percentage of awards and solicitations made without protest	100%	100%	91%	95%	95%

INPUT	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Number of solicitations	/	34	22	30	30

GEOGRAPHICAL INFORMATION SYSTEMS

Geographical Information Systems manages enterprise wide data so that it is readily available to City departments to support their decision-making and planning processes.

INPUT	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Number of interactive map sessions with a public facing online map	/	/	26,416	30,000	30,000
Number of GIS data and map downloads from the City's Open GIS Data portal	/	/	487	525	550
Number of assets mapped in the City's GIS	/	/	117,783	127,283	130,000

INFORMATION TECHNOLOGY OPERATIONS

IT Operations provides technology infrastructure that supports the daily operations of City departments in achieving their goals and objectives.

EFFECTIVENESS	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Information technology operating and maintenance expenditures as a percentage of the City's operating budget	3.0%	3.0%	3.26%	2.81%	2.81%
Percentage of incidents to service requests	/	/	17%	16%	16%

WORKLOAD	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Number of service requests received	2,138	2,138	2,276	2,500	2,350

GRANT RESEARCH & DEVELOPMENT

The Grant Research and Development program coordinates and supports grant seeking efforts citywide to increase resources available for operating programs and capital projects and monitors grant activity for compliance with grant requirements including completion of required reporting.

EFFECTIVENESS	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Percentage of grant applications successfully awarded	66%	73%	60%	60%	60%

INPUT	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Dollar value of grants awarded	$11,259,669	$13,232,018	$4,757,450	$10,539,338	$10,539,338

WORKLOAD	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Number of grant applications submitted	27	14	15	20	14

PUBLIC FACILITY & VEHICLE MAINTENANCE & OPERATIONS

The Facilities Program manages and maintains the City's owned and leased buildings and vehicles, keeping them in good working order to provide services to citizens and to promote good stewardship of City of Shoreline's assets.

EFFICIENCY	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Cost per square foot to maintain	$3.64	$4.50	$5.50	$4.32	$4.32
Fleet maintenance cost* per mile - vehicles and light trucks *Beginning in 2015 costs reflect allocation of staffing.	$0.83	$0.54	$0.38	$1.19	$1.19
Fleet maintenance cost* per mile - heavy-duty trucks and equipment *Beginning in 2015 costs reflect allocation of staffing.	$3.35	$3.70	$1.43	$11.88	$11.88

WORKLOAD	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Total number of facilities square feet maintained	170,293	170,293	170,293	170,401	170,401
Number of vehicles maintained	83	83	83	101	101

City Attorney

This page has been intentionally left blank.

City Attorney
2018 Budget

Department Mission Statement

The City Attorney provides accurate and timely legal advice to the Council, City Manager, City departments, and boards and commissions to improve effectiveness and minimize risk of City operations. The City Attorney prosecutes misdemeanor and infraction violations of the Municipal Code.

City Attorney

Margaret King- City Attorney (206) 801-2221

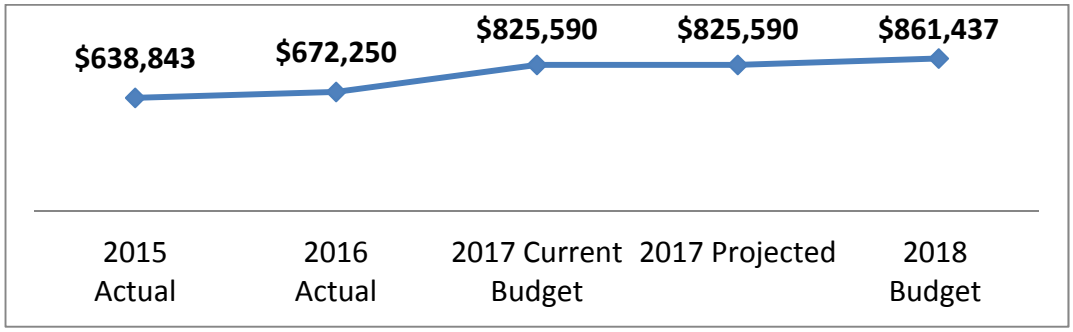
Legal Services

3.0 FTE

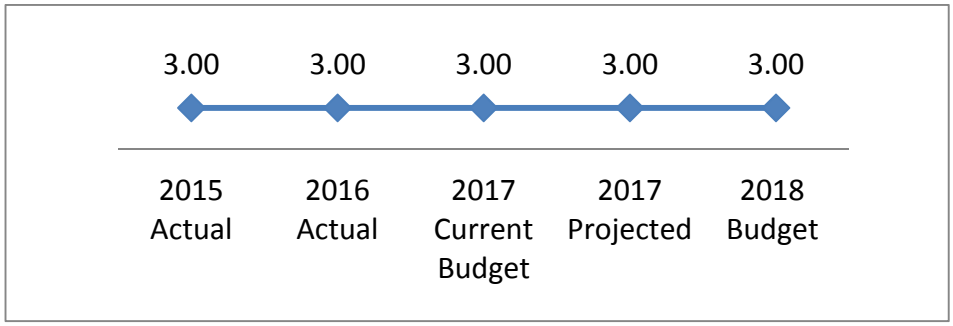
Prosecuting Attorney and Domestic Violence Victim Coordinator

(Contracted Services)

Expenditures Comparison



Staffing Trend



City Attorney
2018 Budget

Staffing Summary by Program

Program	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Legal Services	3.00	3.00	3.00	3.00	3.00	0.00	0.00%
Total FTE	3.00	3.00	3.00	3.00	3.00	0.00	0.00%

2018 Staffing Summary by Positions and FTEs

Position	Head Count	FTE
City Attorney	1	1.00
Assistant City Attorney	1	1.00
Legal Assistant	1	1.00
Department Total	3	3.00

2017 Council Goals and Work Plan Accomplishments

Goal 1: Strengthen Shoreline's Economic base to maintain the public services that the community expects.

- Provided legal support for surplusing and selling property.

Goal 2: Improve Shoreline's utility, transportation, and environmental infrastructure.

- Pursued appeal and related litigation associated with Ronald Wastewater District assumption in Snohomish County.
- Filed objections to Olympic View Comprehensive Plan Amendments and successfully appealed Snohomish County Council's approval of said Amendments to Growth Management Hearings Board, which overturned the approval. Responded to appeal to the Snohomish County Superior Court by Olympic View Water & Sewer District regarding the Growth Management Hearings Board decision.
- Continued to represent City's interest in litigation filed by Ronald Wastewater District regarding their borders, obtaining favorable declaratory judgment decision in King County Superior Court in favor of Ronald Wastewater District and City's position. Responded to Town of Woodway and Olympic View's request for direct review to Washington State Supreme Court of King County Superior Court's decision.
- Filed second Notice of Intent to Assume Ronald Wastewater District within Snohomish County with Snohomish County Boundary Review Board. Filed appeal of Boundary Review Board denial of assumption to City.
- Continued discussions with Point Wells Developer BSRE, Snohomish County, and Town of Woodway regarding mitigation and impacts of proposed Point Wells development.
- Drafted and executed amendment of Operation Agreement with Ronald Wastewater District to provide for City operation of the District pending final assumption.
- Advised staff on 145th Street Multimodal Corridor Study.
- Negotiated and drafted agreement and related deed restrictions for Sound Transit restoration of Ronald Bog as wetland mitigation of Sound Transit Project.

Goal 3: Prepare for two Shoreline light rail stations.

- Continued negotiations regarding mitigation of impacts for the two light rail stations.
- Negotiated and executed transit way agreement with Sound Transit for location of light rail transit way through Shoreline
- Advised, drafted, and negotiated development code amendments to standardize Conditional Use Permit process for Sound Transit development.
- Advised regarding Conditional Use Permit review for Sound Transit Development.
- Advised on Request For Proposal for the Affordable Housing property.

Goal 4: Expand the City's focus on equity and inclusion to enhance opportunities for community engagement.

- Provided legal research and support for implementation of external workforce regulations, including paid sick leave and minimum wage regulations.

2018 Council Goals and Work Plan Objectives

Goal 2: Improve Shoreline's utility, transportation, and environmental infrastructure.

- Represent City's interest in litigation filed in June 2016 by Ronald Wastewater District to obtain declaratory judgment decision on Ronald Wastewater District corporate boundaries and service area, in assumption proceedings before King County and Snohomish County Boundary Review Board's and related appeals; and appeal of Growth Management Hearing Board's decision regarding Olympic View's invalid Comprehensive Sewer Plan.
- Continue to negotiate agreements with King County, City of Seattle, WSDOT, Sound Transit and other State agencies regarding improvements to 145th Street identified in 145th Street Multimodal Corridor Study and necessitated by light rail station.
- Negotiate legal agreement with Seattle Public Utilities (SPU) regarding amendment to franchise agreement infrastructure.

Goal 3: Prepare for two Shoreline light rail stations.

- Continue to negotiate agreements identified in Term Sheet with Sound Transit.
- Advise on implementation and additional code amendments necessary as a result of adopted 185th and 145th Street Station Subarea Plans.
- Provide legal support to 185th Street Multimodal Corridor Study between Aurora Avenue N and 10th Avenue NE.

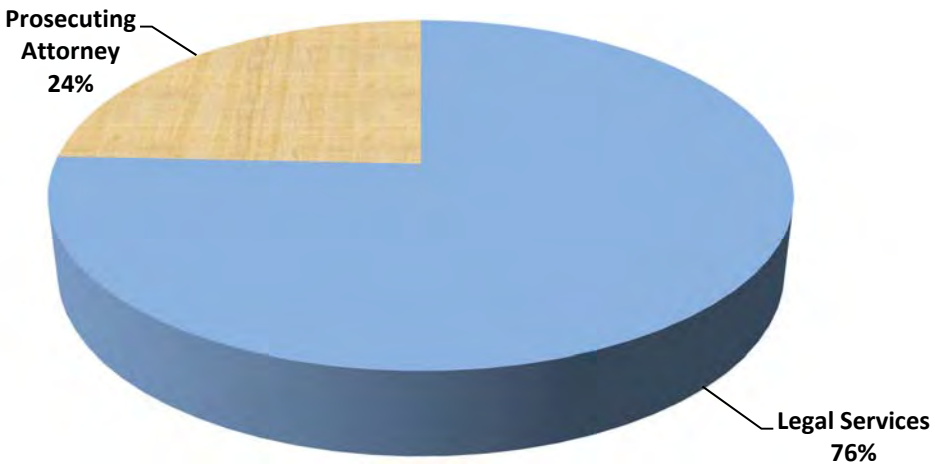
Goal 4: Expand the City's focus on equity and inclusion to enhance opportunities for community engagement.

- Provide legal research and support for issues related to homelessness, external workforce regulations, and adoption of Safe City Ordinance.

City Attorney
2018 Budget

Expenditures by Program

Program Budget	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Legal Services	$478,951	$510,060	$626,790	$626,790	$652,150	$25,360	4.05%
Prosecuting Attorney	$159,892	$162,190	$198,800	$198,800	$209,287	$10,487	5.28%
Total Expenditures	$638,843	$672,250	$825,590	$825,590	$861,437	$35,847	4.34%
General Fund Expenditures as a % of Total General Fund	1.77%	1.76%	1.71%	1.87%	1.85%		



Revenue by Program

Program Revenue	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Legal Services	$401	$249	$0	$0	$0	$0	0.00%
General Fund Subsidy	$638,442	$672,001	$825,590	$825,590	$861,437	$35,847	4.34%
Total Resources	$638,843	$672,250	$825,590	$825,590	$861,437	$35,847	4.34%

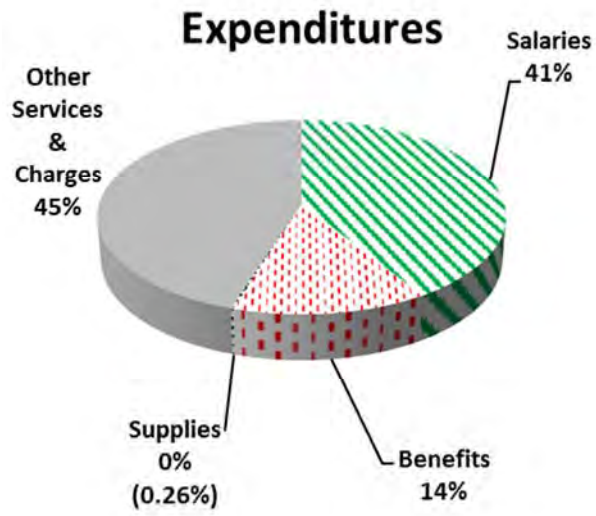
City Attorney
2018 Budget

Expenditure by Type

Object Category	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Salaries	$304,279	$321,990	$335,479	$335,479	$354,437	$18,958	5.65%
Benefits	$97,178	$98,587	$111,267	$111,267	$117,317	$6,049	5.44%
Supplies	$2,074	$1,515	$1,550	$2,050	$1,550	$0	0.00%
Other Services & Charges	$235,286	$250,158	$377,294	$376,794	$388,133	$10,839	2.87%
Total Expenditures	$638,843	$672,250	$825,590	$825,590	$861,437	$35,847	4.34%

Revenue by Type

Revenue Source	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Other Revenue	$401	$249	$0	$0	$0	$0	0.00%
General Fund Subsidy	$638,442	$672,001	$825,590	$825,590	$861,437	$35,847	4.34%
Total Resources	$638,843	$672,250	$825,590	$825,590	$861,437	$35,847	4.34%



Budget Changes

- Removed one-time allocation of $15,000 in legal support professional services for Ronald Wastewater and light rail station associated needs. Included one-time allocation of $90,000 in professional services for Ronald Wastewater, light rail stations, and Police Station at City Hall project environmental remediation associated needs. Ongoing need will be reviewed for the 2019 Budget.
- Increased Prosecuting Attorney's Professional Services by $5,187 for the Prosecuting Attorney contract due to inflation, and an additional $12,000 to address additional days in court.

PROSECUTING ATTORNEY

The Prosecuting Attorney prosecutes violations of the Shoreline Municipal Code.

WORKLOAD	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Total Number of Criminal Cases	852	832	763	648	648

Human Resources

This page has been intentionally left blank.

Human Resources
2018 Budget

Department Mission Statement

Foster and support our organizational values and goals to attract, retain, and develop a professional and committed workforce that provides the highest quality and value in customer service.

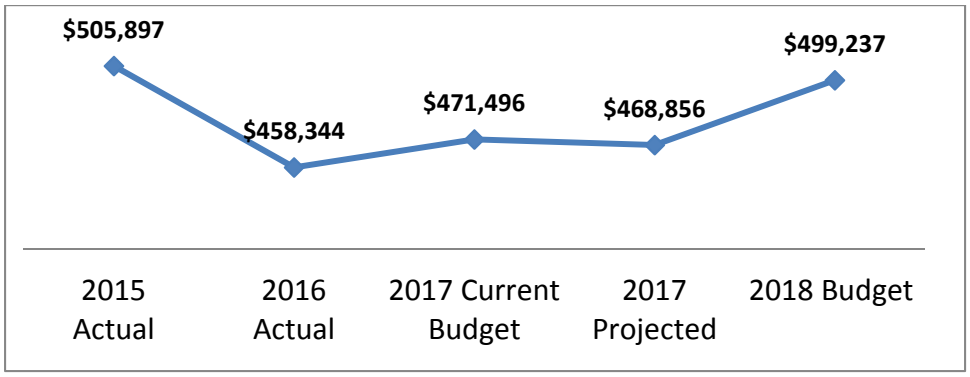
Human Resources

Paula Itaoka - Human Resources Director (206) 801-2241

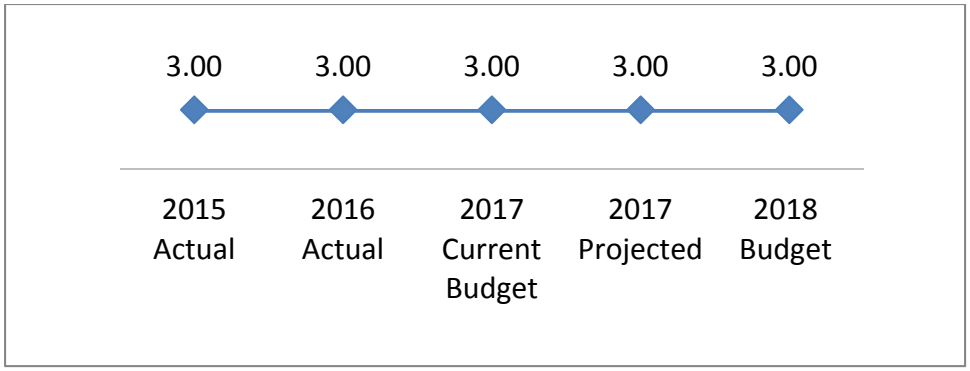
Recruitment and Selection, Compensation and Benefit Administration, Employee Development and Training, Employee Relations, Performance Management Systems, Compliance and Reporting.

3.00 FTE

Expenditure Comparison



Staffing Trend



Human Resources
2018 Budget

Staffing Summary by Program

Program	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Human Resources	3.00	3.00	3.00	3.00	3.00	0.00	0.00%
Total FTE	3.00	3.00	3.00	3.00	3.00	0.00	0.00%

2018 Staffing Summary by Positions and FTEs

Position	Head Count	FTE
Human Resource Director	1	1.00
Senior Human Resources Analyst	1	1.00
Human Resources Technician	1	1.00
Department Total	3	3.00

2017 Operational Accomplishments

- Conducted over 50 recruitment processes resulting in 90 hires (30 for regular positions and 60 for extra help.)
- Achieved 2% discount on health insurance premiums through Well City Award.
- Updated Employee Handbook
- Prepared and conducted transition to different medical benefit plans to replace those terminating January 1, 2018.
- Implemented process improvements for on-line performance planning and appraisal.
- Improved processes tracking employee certifications and training.
- Reorganized and streamlined filing systems for hiring, policies, and forms.
- Reviewed and updated procedures for personnel file contents.

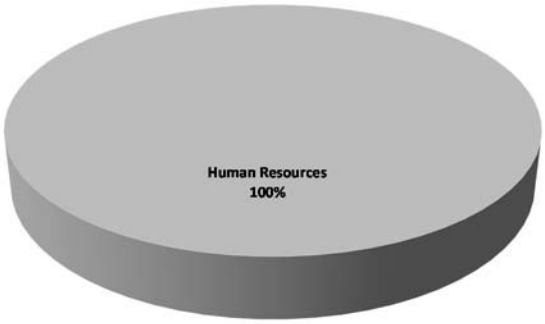
2018 Operational Objectives

- Conduct recruitment processes for regular and extra help employees.
- Achieve 2% discount on health insurance premiums through Well City Award.
- Continue to ensure policies and procedures are current.
- Support continuous improvement process mapping for incremental efficiencies in operation.
- Facilitate salary commission.

Human Resources
2018 Budget

Expenditures by Program

Program Budget	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Human Resources	$505,897	$458,344	$471,496	$468,856	$499,237	$27,741	5.88%
Total Program Budget	$505,897	$458,344	$471,496	$468,856	$499,237	$27,741	5.88%
General Fund Expenditures as a % of Total General Fund	1.40%	1.20%	0.98%	1.06%	1.07%		



Revenue by Program

Revenue Source	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Miscellaneous Revenue	$1,289	$220	$0	$0	$500	$500	0.00%
General Fund Subsidy	$504,608	$458,124	$471,496	$468,856	$498,737	$27,241	5.78%
Total Resources	$505,897	$458,344	$471,496	$468,856	$499,237	$27,741	5.88%

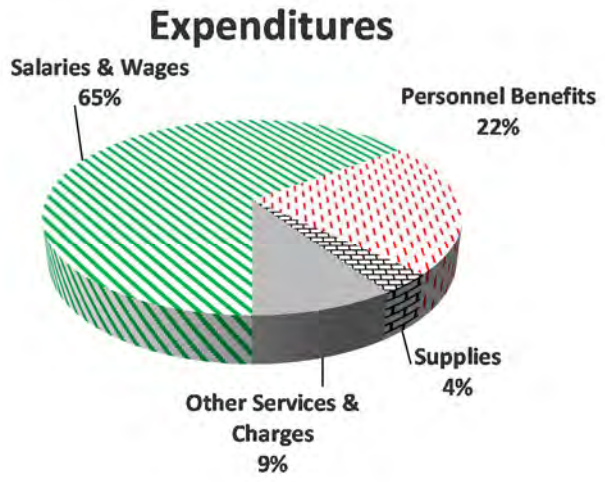
Human Resources
2018 Budget

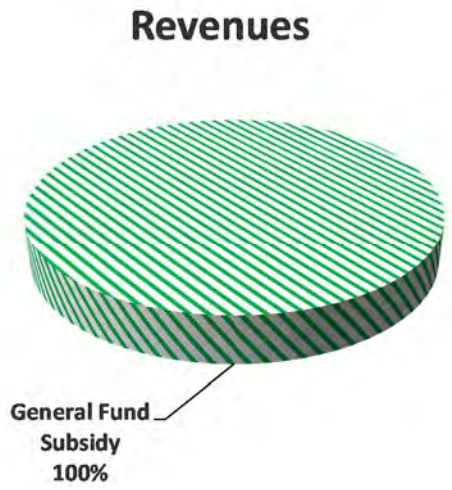
Expenditures by Type

Object Category Name	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Salaries	$269,656	$296,463	$305,892	305,892	316,509	$10,617	3.47%
Personnel Benefits	$89,215	$94,496	$105,181	105,181	109,305	$4,124	3.92%
Supplies	$28,281	$18,468	$16,411	16,411	19,411	$3,000	18.28%
Other Services & Charges	$118,732	$48,747	$44,012	41,172	54,012	$10,000	22.72%
Intergovernmental Services	$13	$170	$0	200	$0	$0	0.00%
Total Expenditures	$505,897	$458,344	$471,496	$468,856	$499,237	$27,741	5.88%

Revenue by Type

Revenue Source	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Miscellaneous Revenue	$1,289	$220	$0	$0	$500	$500	0.00%
General Fund Subsidy	$504,608	$458,124	$471,496	$468,856	$498,737	$27,241	5.78%
Total Resources	$505,897	$458,344	$471,496	$468,856	$499,237	$27,741	5.88%





Budget Changes

- Increase of $3,000 for program supplies for employee appreciation event.
- Increase of one-time $10,000 for professional services for employee training and development.

EMPLOYEE RECRUITMENT, COMPENSATION ADMINISTRATION & ORGANIZATIONAL DEVELOPMENT

This program creates an environment which attracts, retains and develops a professional and committed workforce to support delivery of the highest quality public services to Shoreline residents.

EFFECTIVENESS	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Percentage of regular staff who terminated employment during the year	9.7%	14.0%	10.8%	9.0%	9.0%
Percentage of employees who would recommend working for the City to a friend	92%	92%	89%	89%	89%
Percentage of employees who rate the City of Shoreline as one of the best organizations ("One of the best" and "Above Average") to work for compared to other organizations	70%	70%	77%	77%	77%

EFFICIENCY	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Ratio of human resources FTE's to total benefitted FTE's	1:45.2	1:45.9	1:49.6	1:55.1	1:57.8
Average number of working days for external recruitment (PT / FT)	42	42	36	40	40

INPUT	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Salary and Benefits as a Percent of the Operating Budget	41.6%	41.6%	44.5%	42.9%	49.7%
Benefits as a percentage of Salaries & Benefits	26.3%	27.5%	26.3%	27.4%	28.3%

WORKLOAD	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Number of position recruitments conducted (FT, PT, EH)	54	57	88	50	50

This page has been intentionally left blank.

Police

This page has been intentionally left blank.

Police
2018 Budget
Department Mission Statement

The mission of the Shoreline Police Department is to prevent crime and create an environment where people feel safe, while providing quality, professional law enforcement services designed to improve public safety.

Police Administration
Police Chief (1), Captain (2), Professional Support Staff (2), Community Services Officer (1)
Shawn Ledford - Police Chief (206) 801-2711

Patrol
Patrol Sergeants (5), Patrol Officers (23), K9 Officer (1)

Criminal Investigations
Detective Sergeant (1), Detectives (4)

Special Emphasis Team
Detective Sergeant (1), Detectives (4)

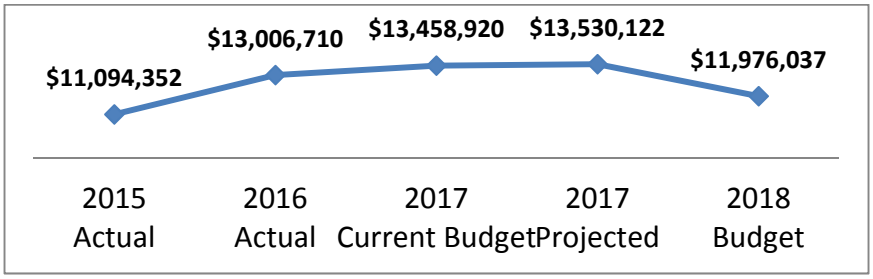
Traffic Enforcement
Traffic Sergeant (1), Traffic Officers (5)

Community Outreach / Problem Solving
COPS Officer (1)

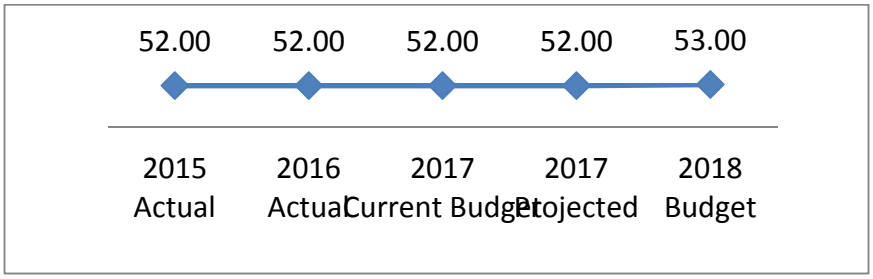
Special Support Services
Indirect Equivalent 12.8 FTE

School Resource Officer Program
School Resource Officer (1)

Expenditure Comparison



Contracted Position Trend



Police
2018 Budget
Contracted Position Summary by Program

Program	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Changed
Administration	6.0	6.0	6.0	6.0	6.0	-	0.00%
Community Outreach / Problem Solving	2.0	2.0	1.0	1.0	1.0	-	0.00%
Criminal Investigations Unit	5.0	5.0	5.0	5.0	5.0	-	0.00%
Special Emphasis Team	5.0	5.0	5.0	5.0	5.0	-	0.00%
Police Patrol	28.0	28.0	28.0	28.0	29.0	1.0	3.57%
School Resource Officer Program	1.0	1.0	1.0	1.0	1.0	-	0.00%
Special Support Services	-	-	-	-	-	-	0.00%
Police Traffic Enforcement	5.0	5.0	6.0	6.0	6.0	-	0.00%
Total Contracted FTE	52.0	52.0	52.0	52.0	53.0	1.0	1.92%

2018 Summary by Contract Positions

Position	Head Count
Police Chief	1.0
Captain	2.0
Sergeant	6.0
Detective Sergeant	1.0
SET Sergeant	1.0
Officer	29.0
School Resource Officer	1.0
Detective	4.0
SET Detective	4.0
Community Services Officer	1.0
Administrative Support II	2.0
K9 Officer	1.0
Department Total	53.0

2017 Council Goals and Work Plan Accomplishments

Goal 5: Promote and enhance the City's safe community and neighborhood programs and initiatives

- Community Outreach-Problem Solving Officer conducted 47 crime prevention meetings.
- Part -1 crimes (violent crimes) at 27 per one thousand residents two years in a row; number continues to be at lowest level in over a decade and 13% below five-year average.
- In 2016, burglaries decrease for second consecutive year, down 13% from the previous year and 19% below five-year average. Car prowls increased 19% from previous year and are 2% above five-year average. Auto thefts increased 12% from prior year and were 4% above five-year average.
- Shoreline continues to provide Nurturing Trust workshops to develop and strengthen relationships between police and diverse members of our community.

- Issued 3,439 traffic citations focusing on neighborhoods, school zones, traffic complaints, and speed differential map.
- Worked with Cross Departmental – Safe Community Team to identify and focus on safety concerns in City, parks, and trails.

2017 Operational Accomplishments

- Average response time to priority-x emergency calls for service was 4.68 minutes.
- Police responded to 15,896 dispatched calls for service and initiated 12,927 on views for a total of 28,823 police contacts.

2018 Council Goals and Work Plan Objectives

Goal 4: Expand the City's focus on equity and inclusion to enhance opportunities for community engagement

- Promote and conduct two to three Nurturing Trust workshops annually.

Goal 5: Promote and enhance the City's safe community and neighborhood programs and initiatives

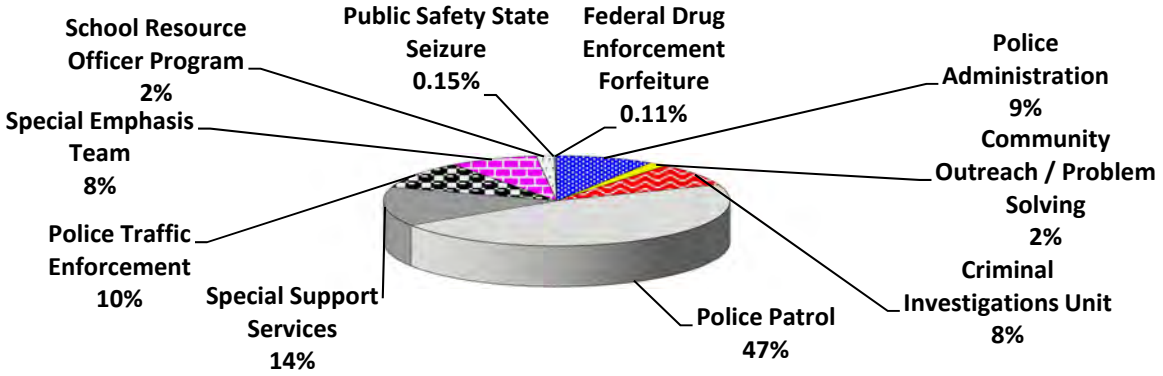
- Identify and address crime trends by coordinating information and crime data and deploying resources in an efficient and effective manner to address criminal activity and public safety concerns.
- Partner with business community regarding communication and crime prevention efforts.
- Continue partnerships and development of best practices with Shoreline schools and Shoreline Fire to focus on school safety and response.
- Promote sense of safety in City parks and along Interurban Trail through visibility and interaction and by quickly addressing concerns and focusing attention on problem areas.
- Work with businesses to implement Crime Prevention Through Environmental Design (CPTED) and improved communication.

2018 Operational Objectives

Work towards data driven, intelligence led policing with the implementation of a new Records Management System (RMS).

Police
2018 Budget
Expenditures by Program

Program Budget	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Changed
Police Administration	$1,022,399	$1,039,781	$1,077,052	$1,044,477	$1,088,011	$10,959	1.02%
Community Outreach / Problem Solving	$187,435	$190,902	$204,074	$195,792	$205,549	$1,475	0.72%
Criminal Investigations Unit	$929,601	$931,970	$999,327	$957,561	$1,006,404	$7,077	0.71%
Police Patrol	$5,133,369	$5,219,204	$5,453,331	$5,210,251	$5,581,885	$128,554	2.36%
Special Support Services	$1,424,108	$1,567,202	$2,040,962	$1,906,298	$1,681,895	($359,067)	(17.59%)
Police Traffic Enforcement	$1,110,148	$1,131,574	$1,183,252	$1,134,637	$1,194,153	$10,901	0.92%
Special Emphasis Team	$913,773	$934,454	$989,202	$940,579	$989,824	$622	0.06%
School Resource Officer Program	$179,414	$183,278	$194,060	$187,372	$197,073	$3,013	1.55%
Public Safety State Seizure	$12,112	$31,233	$214,043	$613,940	$18,243	($195,800)	(91.48%)
Federal Drug Enforcement Forfeiture	$4,931	$5,981	$300,397	$300,397	$13,000	($287,397)	(95.67%)
Federal Crime Forfeiture	$177,062	$1,771,131	$803,220	$1,038,818	$0	($803,220)	(100.00%)
Total Program Budget	$11,094,352	$13,006,710	$13,458,920	$13,530,122	$11,976,037	($1,482,883)	(11.02%)

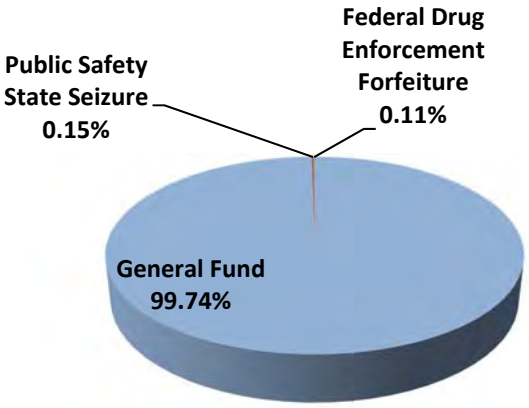


Revenue by Program

Program Revenue	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Changed
Police Administration	$35,290	$33,869	$45,551	$45,551	$45,568	$17	0.04%
Community Outreach / Problem Solving	$816	$0	$500	$500	$500	$0	0.00%
Criminal Investigations Unit	$8,883	$14,528	$0	$0	$0	$0	0.00%
Police Patrol	$1,506,343	$1,642,963	$1,619,636	$1,661,365	$1,709,043	$89,407	5.52%
Special Support Services	$0	$120,333	$521,253	$521,253	$0	($521,253)	(100.00%)
Police Traffic Enforcement	$18,114	$17,358	$10,000	$17,287	$10,000	$0	0.00%
School Resource Officer Program	$57,576	$59,277	$60,595	$60,595	$61,647	$1,052	1.74%
Public Safety State Seizure	$18,697	$33,424	$18,243	$418,140	$18,243	$0	0.00%
Federal Drug Enforcement Forfeiture	$15,823	$15,575	$13,200	$13,200	$13,000	($200)	(1.52%)
Federal Crime Forfeiture	$1,011,070	$9,706	$201,500	$201,500	$0	($201,500)	(100.00%)
Total Program Revenue	$2,672,612	$1,947,033	$2,490,478	$2,939,391	$1,858,001	($632,477)	(25.40%)
Use of Asset Seizure Fund Balances	($851,485)	$1,749,640	$1,084,717	$1,320,315	$0	($1,084,717)	(100.00%)
General Fund Subsidy	$9,273,225	$9,310,037	$9,883,725	$9,270,416	$10,118,036	$234,311	2.37%
Total Resources	$11,094,352	$13,006,710	$13,458,920	$13,530,122	$11,976,037	($1,482,883)	(11.02%)

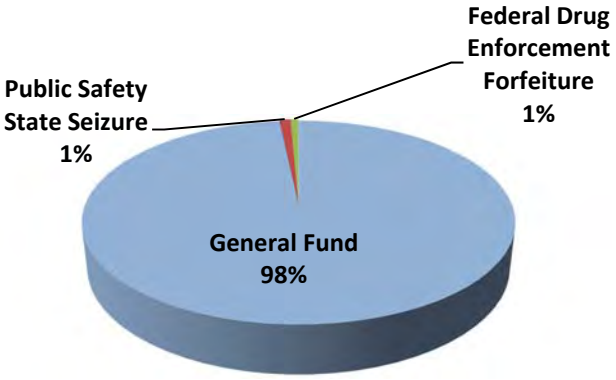
Police
2018 Budget
Expenditures by Fund

Expenditures By Fund	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Changed
General Fund	$10,900,247	$11,198,365	$12,141,260	$11,576,967	$11,944,794	($196,466)	(1.62%)
Public Safety State Seizure	$12,112	$31,233	$214,043	$613,940	$18,243	($195,800)	(91.48%)
Federal Drug Enforcement Forfeiture	$4,931	$5,981	$300,397	$300,397	$13,000	($287,397)	(95.67%)
Federal Crime Forfeiture	$177,062	$1,771,131	$803,220	$1,038,818	$0	($803,220)	(100.00%)
Total Police Expenditures	$11,094,352	$13,006,710	$13,458,920	$13,530,122	$11,976,037	($1,482,883)	(11.02%)
General Fund Expenditures as a % of Total General Fund	30.21%	29.27%	25.19%	26.23%	25.69%		



Revenue by Fund

Revenue By Fund	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Changed
General Fund	$1,627,022	$1,888,328	$2,257,535	$2,306,551	$1,826,758	($430,777)	(19.08%)
Public Safety State Seizure	$18,697	$33,424	$18,243	$418,140	$18,243	$0	0.00%
Federal Drug Enforcement Forfeiture	$15,823	$15,575	$13,200	$13,200	$13,000	($200)	(1.52%)
Federal Crime Forfeiture	$1,011,070	$9,706	$201,500	$201,500	$0	($201,500)	(100.00%)
Total Program Revenue	$2,672,612	$1,947,033	$2,490,478	$2,939,391	$1,858,001	($632,477)	(25.40%)
Use of Fund Balances and General Fund Subsidy	$8,421,740	$11,059,677	$10,968,442	$10,590,731	$10,118,036	($850,406)	(7.75%)
Total Police Resources	$11,094,352	$13,006,710	$13,458,920	$13,530,122	$11,976,037	($1,482,883)	(11.02%)

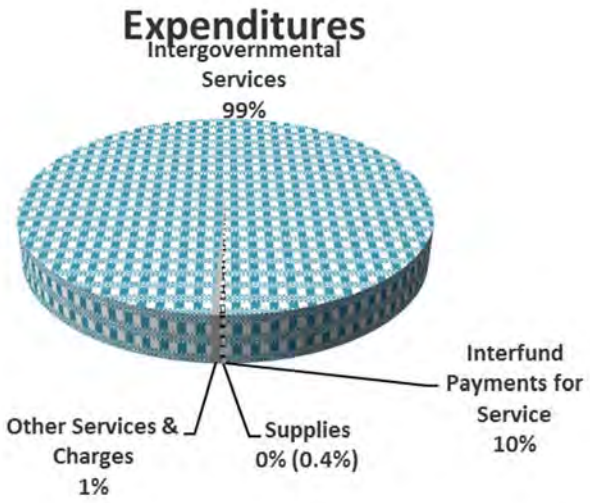


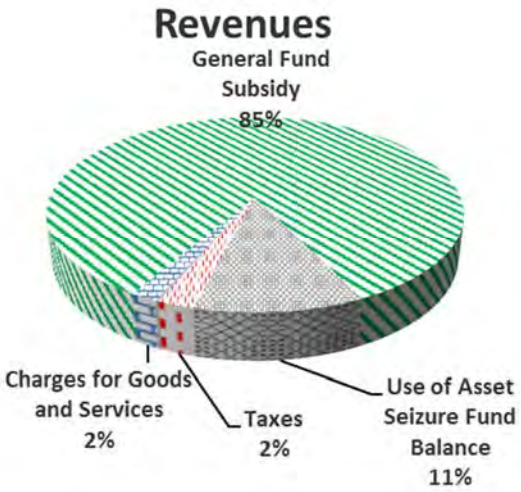
Police
2018 Budget
Expenditures by Type

Object Category	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Changed
Salaries & Wages	$0	$23,424	$89,510	$89,510	$0	($89,510)	(100.00%)
Personnel Benefits	$102	$2,617	$0	$0	$0	$0	0.00%
Supplies	$45,433	$33,023	$133,218	$133,218	$44,430	($88,788)	(66.65%)
Other Services & Charges	$67,163	$157,510	$369,705	$369,687	$61,977	($307,728)	(83.24%)
Intergovernmental Services	$10,804,592	$11,019,005	$11,565,870	$11,001,595	$11,869,630	$303,760	2.63%
Capital Outlays	$0	$0	$60,000	$60,000	$0	($60,000)	(100.00%)
Interfund Payments for Service	$177,062	$1,771,131	$1,240,617	$1,876,112	$0	($1,240,617)	(100.00%)
Total Expenditures	$11,094,352	$13,006,710	$13,458,920	$13,530,122	$11,976,037	($1,482,883)	(11.02%)

Revenue by Type

Revenue By Type	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Changed
Taxes	$1,380,161	$1,495,353	$1,476,779	$1,521,945	$1,570,543	$93,764	6.35%
Intergovernmental Revenues	$204,420	$345,979	$728,315	$732,165	$206,147	($522,168)	(71.70%)
Charges for Goods and Services	$34,855	$31,690	$45,000	$45,000	$45,000	$0	0.00%
Fines and Forfeits	$5,025	$10,775	$4,000	$4,000	$4,000	$0	0.00%
Miscellaneous Revenues	$1,048,151	$63,236	$236,384	$636,281	$32,311	($204,073)	(86.33%)
Total Revenue	$2,672,612	$1,947,033	$2,490,478	$2,939,391	$1,858,001	($632,477)	(25.40%)
Use of Asset Seizure Fund Balance	($851,485)	$1,749,640	$1,084,717	$1,320,315	$0	($1,084,717)	(100.00%)
General Fund Subsidy	$9,273,225	$9,310,037	$9,883,725	$9,270,416	$10,118,036	$234,311	2.37%
Total Resources	$11,094,352	$13,006,710	$13,458,920	$13,530,122	$11,976,037	($1,482,883)	(11.02%)





Police
2018 Budget

Budget Changes

Revenues

- Local Criminal Justice Funding: Revenue is projected to increase 3.2% to a total of $1.571 million based on taxable sales and population estimates for King County.

Expenditures

- Police Contract: Negotiations for the King County Sheriff's Office (KCSO) guild contract are underway for the contract that will affect 2018. As the level of COLA for 2018 is not known, staff projects that the 2018 police services contract will total $11.807 million, which is 3.9% more than the 2017 police services contract. The first detailed estimate will be provided by KCSO in early October.

- A K9 Deputy and police dog (K9 unit) is included in the 2018 police services contract. This unit will add an FTE to the staffing of Shoreline PD, drive a marked Shoreline police vehicle and wear a Shoreline uniform. The addition of the K9 unit will increase the number of uniformed officers from 49 to 50 and bring us closer to our goal of one officer per 1,000 residents with a ratio of 1:1,101 (one per 1,101 residents).

- Removed one-time 2017 allocation of $521,253 in Police Special Support for the Response Awareness, De-escalation and Referral (RADAR) program.

- Shifted budget for electricity costs of $11,410 from the Police Administration budget to the Facilities division of the Administrative Services Department.

POLICE ADMINISTRATION

Administration establishes policy and priorities in order to deliver police services in Shoreline based upon Council direction and community input.

EFFECTIVENESS	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Part I Crime Rates Per 1,000 Residents	34	27	27	27	27
Percentage of citizens who are very / somewhat satisfied with the overall quality of local police protection	76%	76%	70%	70%	70%
Percentage of residents that are very / somewhat satisfied with how much they can trust police officers	/	/	70%	70%	70%
Percentage of residents that are very / somewhat satisfied with the City's efforts to prevent crime	63%	63%	59%	59%	59%

EFFICIENCY	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Police Costs Per Capita	$197.09	$204.13	$207.93	$208.52	$214.70

INPUT	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Police Services Contract as a percentage of the operating budget	29.3%	29.9%	28.7%	24.9%	25.4%

WORKLOAD	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Number of Police Contacts	28,073	29,553	28,823	30,000	30,000

POLICE PATROL

Patrol responds to calls for service, enforces criminal laws and performs self-initiating activity to keep citizens safe.

EFFECTIVENESS	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Response time to Priority X Calls (minutes)	3.92	3.51	4.68	3.56	3.56
Response Time to Priority 1 Calls (minutes)	6.82	7.38	6.88	6.67	6.67
Response Time to Priority 2 Calls (minutes)	9.90	10.87	10.56	9.87	9.87
Percentage of citizens feeling safe in their neighborhood during the day	92%	92%	93%	93%	93%
Percentage of citizens feeling safe in their neighborhood at night	69%	69%	72%	72%	72%

WORKLOAD	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Number of dispatched calls for service	14,873	14,871	15,896	15,000	15,000
Number of self-initiated police activities	13,200	14,682	12,927	15,000	15,000

POLICE INVESTIGATIONS CRIME ANALYSIS

To investigate crime and solve cases in order to keep the community safe.

EFFECTIVENESS	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Number of cases closed and cleared by arrest (Part I and Part II Crimes)	1,361	1,405	1,342	1,200	1,200

WORKLOAD	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Number of adult charges & arrest	1,099	1,149	1,039	1,100	1,100
Number of juvenile charges & arrest	63	57	45	55	55

POLICE TRAFFIC ENFORCEMENT

The Traffic Unit provides motorist education and enforces traffic laws, with the City of Shoreline in order to keep motorists and citizens safe.

EFFECTIVENESS	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Percentage of citizens who are very / somewhat satisfied with the enforcement of local traffic laws	63%	63%	60%	60%	60%

WORKLOAD	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Number of collisions requiring police response	477	483	534	450	450
Number of traffic citations issued	2,810	5,108	3,439	5,000	5,000

STREET CRIME INVESTIGATIONS

The Street Crimes Unit proactively responds to crimes such as narcotics activities, code violations in the adult entertainment industry and vice activities in the City; to investigate these crimes and solve cases in order to keep the community safe and improve the quality of life for residents.

WORKLOAD	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Number of assigned narcotic activity reports (neighborhood drug complaints)	60	55	67	62	62
Number of Vice arrests	15	30	69	21	21

POLICE COMMUNITY OUTREACH

Community Outreach works collaboratively with local residents, businesses, and schools in order to address issues that affect the community.

EFFECTIVENESS	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Number of crime prevention meetings	52	42	47	35	35

This page has been intentionally left blank.

CITY OF SHORELINE

Criminal Justice

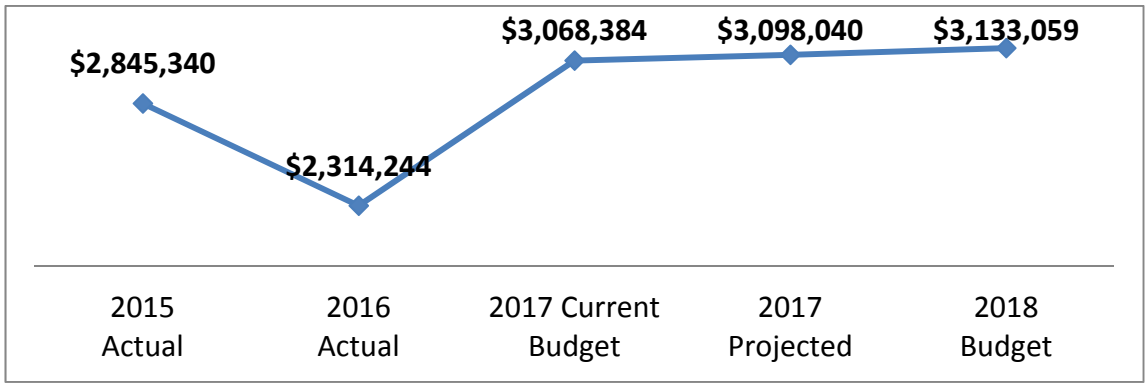
This page has been intentionally left blank.

Criminal Justice
2018 Budget

Department Mission Statement

Provide for the fair and timely adjudication of misdemeanant cases and develop cost effective alternatives to effect the resulting judicial decisions and sentencing requirements.

Expenditures Comparison



2017 Operational Accomplishments

- Negotiated and executed agreement with King County Department of Public Defense for indigency screening services, covering the City through 2018.
- Negotiated and executed agreement for in-custody first appearance public defense and conflict of interest public defense services.
- Continued tracking City's use of King County District Court to ensure high quality court services are provided for all City cases.

2018 Operational Objectives

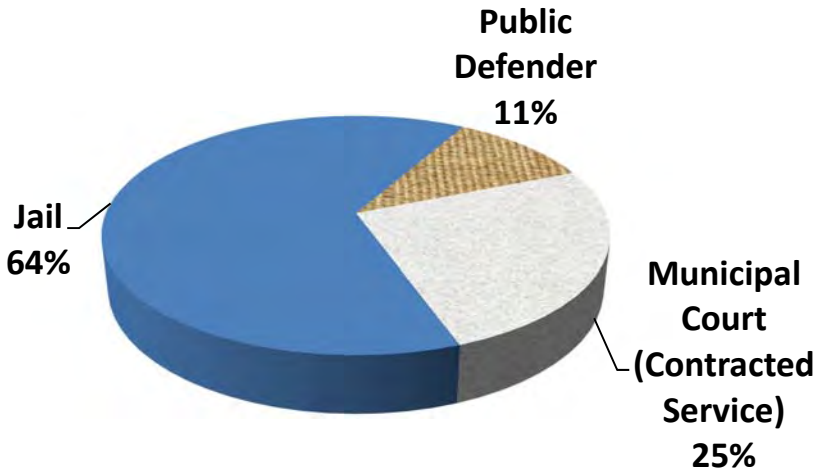
- Work with SCORE jail and King County District Court to enhance use of video court.
- Ensure Shoreline defendants receive high quality public defense services through City's multiple public defense providers.
- Partner with District Court to ensure seamless implementation of new Case Management System.
- Increase use of e-filings for infraction notices provided to King County District Court.

Criminal Justice
2018 Budget

- Continue working to contain jail costs by tracking Shoreline's inmate population, encouraging use of alternative sentencing methods where appropriate, and minimizing number of warranted bookings into King County Jail.

Expenditures by Program

Expenditures by Program	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2017 Budget versus 2016 Current Budget	Percentage Changed
Jail	$1,896,625	$1,370,775	$2,023,954	$2,013,544	$2,000,000	($23,954)	(1.18%)
Public Defender	$262,309	$276,876	$294,430	$301,880	$333,059	$38,629	13.12%
Municipal Court (Contracted Service)	$686,406	$666,593	$750,000	$782,616	$800,000	$50,000	6.67%
Total Program Budget	$2,845,340	$2,314,244	$3,068,384	$3,098,040	$3,133,059	$64,675	2.11%
General Fund Expenditures as a % of Total General Fund	7.89%	6.41%	8.50%	8.59%	8.68%		



Revenue by Program

Revenue By Program	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2017 Budget versus 2016 Current Budget	Percentage Changed
Municipal Court (Contracted Service)	$448,251	$372,208	$450,000	$371,875	$400,000	($50,000)	(11.11%)
Total Resources	$448,251	$372,208	$450,000	$371,875	$400,000	($50,000)	(11.11%)
General Fund Subsidy	$2,397,089	$1,942,036	$2,618,384	$2,726,165	$2,733,059	$114,675	4.38%
Total Resources	$2,845,340	$2,314,244	$3,068,384	$3,098,040	$3,133,059	$64,675	2.11%

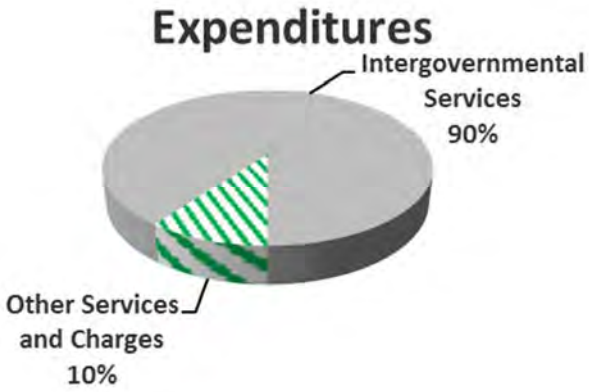
Criminal Justice
2018 Budget

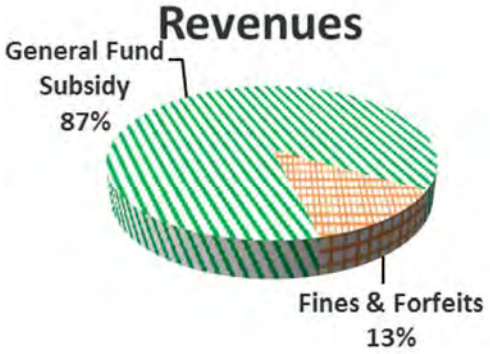
Expenditures by Type

Object Category Name	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2017 Budget versus 2016 Current Budget	Percentage Changed
Other Services and Charges	$256,762	$274,994	$289,180	$289,180	$315,059	$25,879	8.95%
Intergovernmental Services	$2,567,334	$2,008,337	$2,755,250	$2,795,316	$2,818,000	$62,750	2.28%
Interfund Payments for Service	$21,244	$30,913	$23,954	$13,544	$0	($23,954)	(100.00%)
Total Expenditures	$2,845,340	$2,314,244	$3,068,384	$3,098,040	$3,133,059	$64,675	2.11%

Revenue by Type

Revenue Source	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2017 Budget versus 2016 Current Budget	Percentage Changed
Fines & Forfeits	$448,251	$372,208	$450,000	$371,875	$400,000	($50,000)	(11.11%)
Total Revenue	$448,251	$372,208	$450,000	$371,875	$400,000	($50,000)	(11.11%)
General Fund Subsidy	$2,397,089	$1,942,036	$2,618,384	$2,726,165	$2,733,059	$114,675	4.38%
Total Resources	$2,845,340	$2,314,244	$3,068,384	$3,098,040	$3,133,059	$64,675	2.11%





Budget Changes

Revenues and Expenditures

- Projections for the 2018 budget are based on activity trends over the last couple of years, the number of guaranteed beds at the South Correctional Entity (SCORE), and an inflation rate factor outlined in the interlocal agreement (ILA) with King County. The current contract with SCORE is being continued as the City's primary booking facility; however, beginning in 2016 inmates serving a sentence longer than three days are being housed at Yakima County Jail. The daily cost for housing inmates at Yakima is roughly half that for SCORE.
- The King County Sheriff's Office is providing a prisoner transport van to replace the City's existing van as part of the police services contract. The replacement and operation and maintenance costs of the van are no longer being set-aside in the City's Equipment Replacement and Vehicle Operations funds as they are now being collected by King County.

- The proposed 2018 King County District Court costs experienced a net increase due to a lower level of use of court services by other agencies, thereby spreading more of the cost to Shoreline, and a lower amount of revenue projected as the number of citations issued is declining.
- Many of the public defense contracts expire in 2017. The City Manager's Office plans to issue a Request for Proposals. The budget accounts for anticipated increases in the new contracts. King County indigency screening costs have also increased after the existing agreement was terminated and a new agreement was negotiated through 2018.

JAIL

The Jail program accounts for the costs of screening, booking and imprisonment of misdemeanant offenders. This service is provided through interlocal agreements with the King County, SCORE, and Yakima County Jail. From 2011 through 2014, this service was provided through interlocal agreements with King County and Snohomish County.

EFFICIENCY	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Average cost per jail day used	$118.93	$99.19	$87.32	$96.71	$96.71

WORKLOAD	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Total jail days used	15,411	17,054	13,872	17,500	17,500

PUBLIC DEFENDER

The Public Defender provides legal representation for indigent criminal defendants.

WORKLOAD	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Number of cases represented	800	750	737	725	725

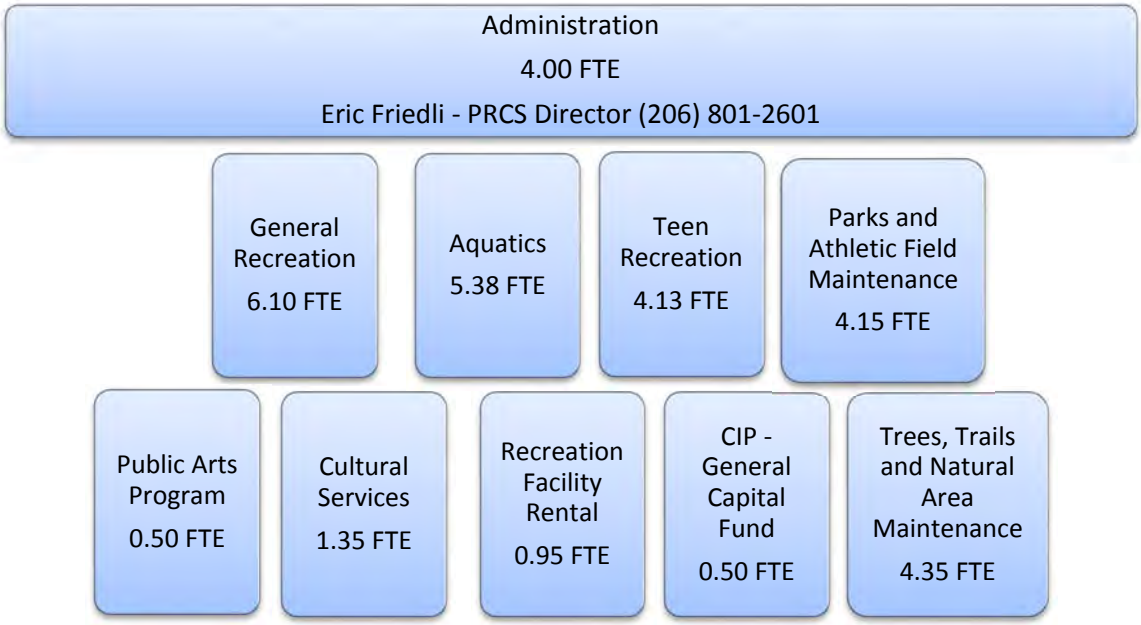
Parks, Recreation and Cultural Services

This page has been intentionally left blank.

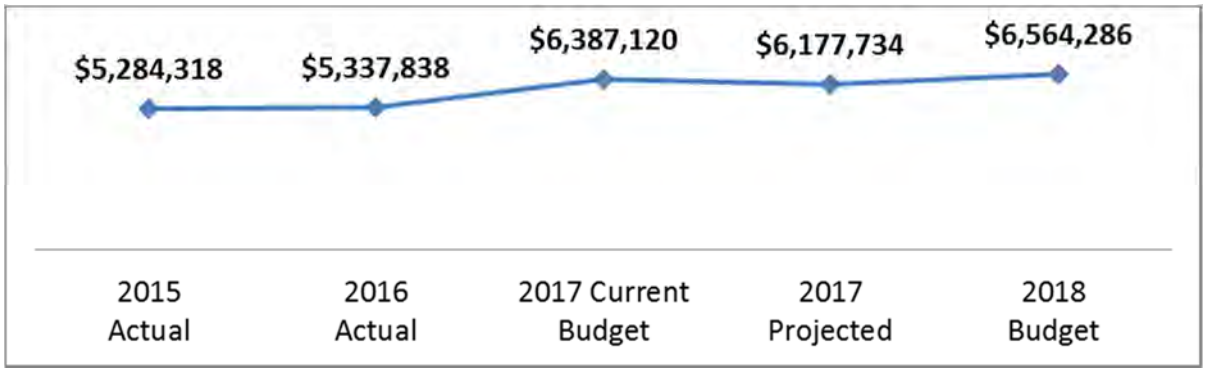
Parks, Recreation and Cultural Services
2018 Budget

Department Mission Statement

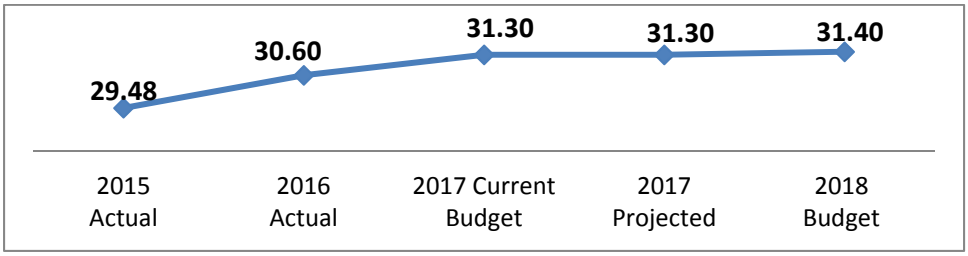
Provide life-enhancing experiences and promote a healthy community and environment. To celebrate arts and culture, embrace our natural environment and pass this legacy to the next generation.



Expenditure Comparison



Staffing Trend



Parks, Recreation and Cultural Services
2018 Budget

Staffing Summary by Program

Program	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Administration	4.00	4.00	4.00	4.00	4.00	0.00	0.00%
Parks & Athletic Field Maint.	N/A	N/A	4.15	4.15	4.15	0.00	0.00%
Parks & Open Space	7.06	4.15	N/A	N/A	N/A	0.00	0.00%
Trees, Trails & Natural Area Maint.	N/A	N/A	4.35	4.35	4.35	0.00	0.00%
Aquatics	5.43	5.43	5.38	5.38	5.38	0.00	0.00%
Recreation Facilty Rental	0.33	0.65	1.20	1.20	0.95	(0.25)	(20.83%)
General Recreation	4.50	5.50	5.75	5.75	6.10	0.35	6.09%
Teen Recreation	4.05	4.18	4.13	4.13	4.13	0.00	0.00%
Cultural Services	1.40	1.40	1.35	1.35	1.35	0.00	0.00%
Public Art Projects	N/A	N/A	0.50	0.50	0.50	0.00	0.00%
Capital Projects	0.50	0.50	0.50	0.50	0.50	0.00	0.00%
Total FTE	29.48	30.60	31.30	31.30	31.40	0.10	0.32%

2018 Summary by Positions and FTEs

Position	Head Count	FTE
Parks Director	1	1.00
Recreation Superintendent	1	1.00
PRCS Supervisor 1 - Recreation	2	1.83
PRCS Supervisor 2 - Recreation	1	1.00
PRCS Superivsor 2 - Aquatics	1	1.00
Administrative Assistant I	2	1.60
Administrative Assistant II	2	2.00
Administrative Assistant III	1	1.00
Special Events Coordinator	1	1.00
Recreation Specialist II	5	4.40
Recreation Specialist III - Aquatics	1	1.00
PRCS Rental & System Coordinator	1	1.00
Parks Superintendent	1	1.00
Senior Parks Maintenance Worker	2	2.00
Parks Maintenance Worker I	2	2.00
Parks Maintenance Worker II	4	4.00
Sr. Management Analyst	1	1.00
Senior Lifeguard	4	3.08
Public Art Coordinator	1	0.50
Department Total	34	31.40

Parks, Recreation and Cultural Services
2018 Budget

2017 Council Goals and Work Plan Accomplishments

Goal 2: Improve Shoreline's utility, transportation, and environmental infrastructure

- Completed parks assets inventory.
- Completed condition assessment for parks assets.
- Completed implementation of CityWorks asset management system.

Goal 3: Prepare for two Shoreline light rail stations

- Completed Parks and Open Space Plan for station areas
- Helped adopt park impact fees

Goal 5: Promote and enhance the City's safe community and neighborhood programs and initiatives

- Completed CPTED review at Darnell Park.

2017 Operational Accomplishments

- Completed Parks Recreation and Open Space (PROS) Plan Update
- Completed Public Art Plan.
- Completed initial assessment for accreditation by Commission for the Accreditation of Parks and Recreation Agencies (CAPRA)
- Formed art selection panel for a significant permanent art installation
- Completed Twin Ponds field and lighting renovations
- Awarded Parks Maintenance Landscaping Services Contract

2018 Council Goals and Work Plan Objectives

Goal 2: Improve Shoreline's utility, transportation, and environmental infrastructure

- Enhance use of CityWorks Asset Management System

Goal 3: Prepare for two Shoreline light rail stations

- Develop funding plan for implementing PROS plan

Goal 5: Promote and enhance the City's safe community and neighborhood programs and initiatives

- Complete Park Concept Plan for 4 parks

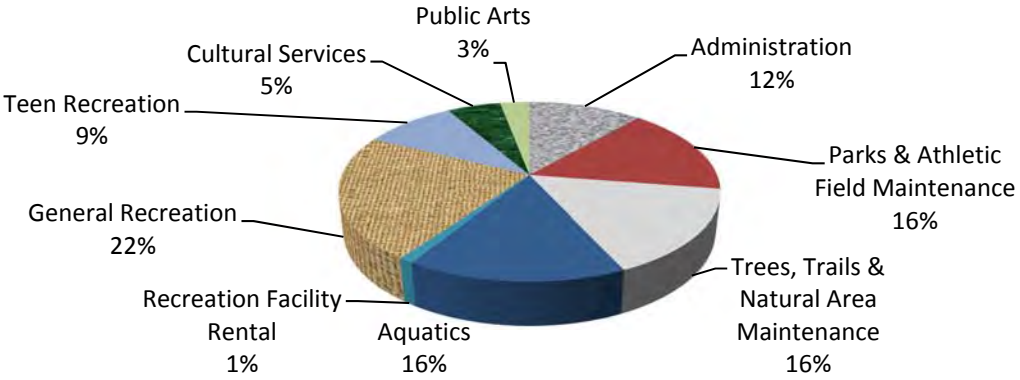
2018 Operational Objectives

- Complete turf replacement at Shoreline A&B
- Develop plan for serving aging adults
- Update PRCS Performance Management metrics
- Develop Special Oversight Committee

Parks, Recreation and Cultural Services
2018 Budget

Expenditure by Program

Expenditures By Program	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Administration	$627,302	$603,339	$685,717	$682,220	$754,987	$69,270	10.10%
Parks & Athletic Field Maintenance	$892,774	$935,953	$1,052,746	$1,013,868	$1,047,752	($4,993)	(0.47%)
Trees, Trails & Natural Area Maintenance	$814,746	$856,518	$1,026,580	$986,623	$1,028,791	$2,211	0.22%
Aquatics	$892,042	$817,108	$1,051,926	$990,229	$1,031,697	($20,229)	(1.92%)
Recreation Facility Rental	$78,029	$79,435	$77,056	$76,257	$69,610	($7,446)	(9.66%)
General Recreation	$1,157,783	$1,160,890	$1,465,067	$1,422,862	$1,471,804	$6,737	0.46%
Teen Recreation	$457,335	$505,174	$588,248	$592,248	$609,596	$21,348	3.63%
Cultural Services	$310,082	$332,099	$343,577	$346,251	$354,802	$11,225	3.27%
Public Arts	$54,226	$47,323	$96,203	$67,176	$195,246	$99,043	102.95%
Total Expenditure	$5,284,318	$5,337,838	$6,387,120	$6,177,734	$6,564,286	$177,166	2.77%



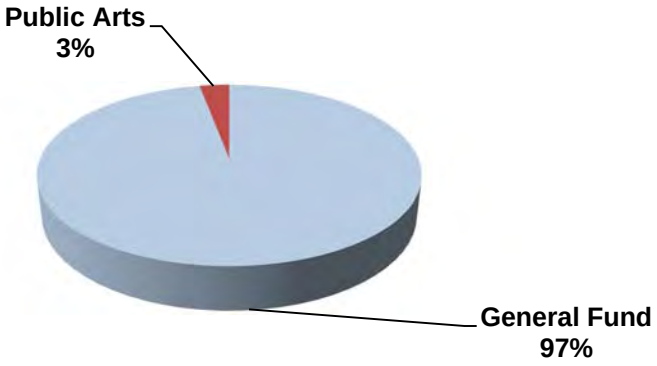
Revenue by Program

Revenues By Program	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Administration	($9,498)	($36,026)	($31,676)	($31,676)	($35,709)	($4,033)	12.73%
Parks & Athletic Field Maintenance	$293,965	$299,051	$289,074	$293,708	$303,423	$14,349	4.96%
Trees, Trails & Natural Area Maintenance	$50,758	$43,846	$65,624	$51,032	$57,175	($8,449)	(12.87%)
Aquatics	$401,483	$240,710	$377,750	$386,806	$383,050	$5,300	1.40%
Recreation Facility Rental	$245,548	$257,227	$237,424	$256,874	$260,916	$23,492	9.89%
General Recreation	$775,387	$829,072	$797,764	$812,834	$773,564	($24,200)	(3.03%)
Teen Recreation	$45,067	$45,257	$43,069	$43,069	$43,504	$435	1.01%
Cultural Services	$24,804	$28,609	$26,700	$23,800	$24,000	($2,700)	(10.11%)
Public Arts	$4,111	$221,786	$8,000	$5,000	$5,000	($3,000)	(37.50%)
Total Operations Revenue	$1,831,625	$1,929,532	$1,813,729	$1,841,448	$1,814,923	$1,194	0.07%
General Fund Subsidy	$3,402,578	$3,582,769	$4,485,188	$4,274,110	$4,559,117	$73,929	1.65%
Use of Public Arts Fund Balance	$50,115	($174,463)	$88,203	$62,176	$190,246	$102,043	0.00%
Total Resources	$5,284,318	$5,337,838	$6,387,120	$6,177,734	$6,564,286	$177,166	2.77%

Parks, Recreation and Cultural Services
2018 Budget

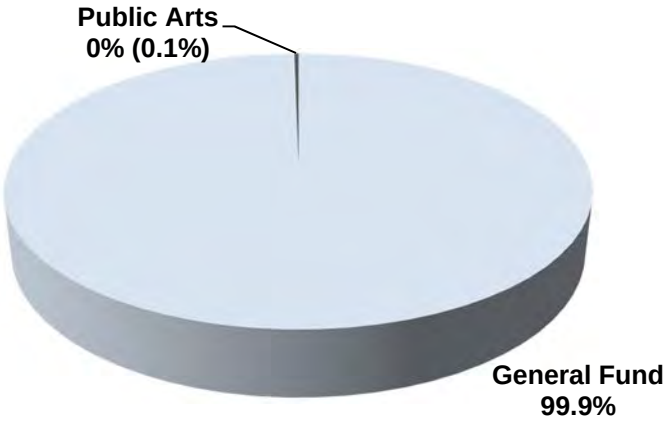
Expenditures by Fund

Expenditures By Fund	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
General Fund	$5,230,092	$5,290,515	$6,290,917	$6,110,558	$6,369,040	$78,123	1.24%
Public Arts	$54,226	$47,323	$96,203	$67,176	$195,246	$99,043	102.95%
Total Parks Budget	$5,284,318	$5,337,838	$6,387,120	$6,177,734	$6,564,286	$177,166	2.77%
General Fund Expenditures as a % of Total General Fund	14.65%	13.95%	13.25%	14.00%	14.12%		



Revenue by Fund

Revenues By Fund	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
General Fund	$1,827,514	$1,707,746	$1,805,729	$1,836,448	$1,809,923	$4,194	0.23%
Public Arts	$4,111	$221,786	$8,000	$5,000	$5,000	($3,000)	(37.50%)
General Fund Subsidy	$3,402,578	$3,582,769	$4,485,188	$4,274,110	$4,559,117	$204,071	6.66%
Use of Public Arts Fund Balance	$50,115	($174,463)	$88,203	$62,176	$190,246	($60,716)	0.00%
Total Parks Revenue	$5,284,318	$5,337,838	$6,387,120	$6,177,734	$6,564,286	$144,549	2.26%



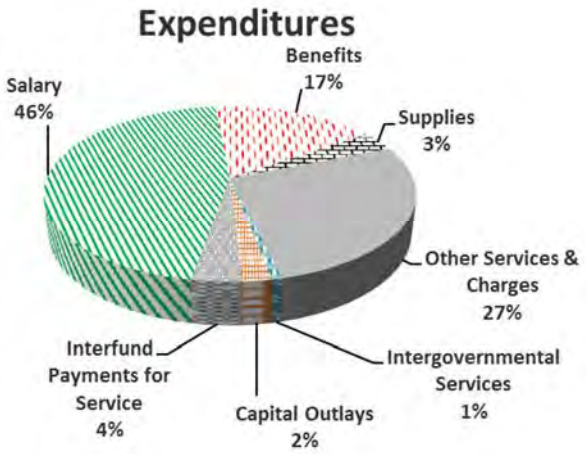
Parks, Recreation and Cultural Services
2018 Budget

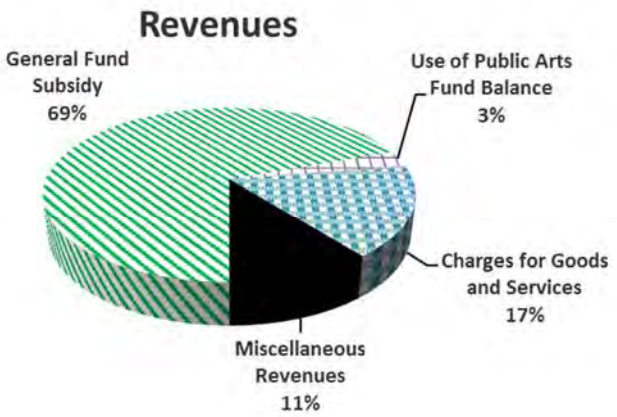
Expenditures by Type

Object Category Name	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Salary	$2,481,667	$2,589,557	$2,897,405	$2,848,055	$3,000,485	$103,080	3.56%
Benefits	$964,121	$919,301	$1,099,546	$1,061,933	$1,106,584	$7,038	0.64%
Supplies	$187,583	$194,703	$233,116	$230,791	$233,731	$615	0.26%
Other Services & Charges	$1,431,705	$1,418,580	$1,856,683	$1,756,015	$1,795,105	($61,578)	(3.32%)
Intergovernmental Services	$36,058	$34,090	$49,543	$48,613	$47,543	($2,000)	(4.04%)
Capital Outlays	$54,403	$521	$33,300	$14,800	$140,000	$106,700	320.42%
Interfund Payments for Service	$128,781	$181,086	$217,527	$217,527	$240,838	$23,311	10.72%
Total Parks Expenditures	$5,284,318	$5,337,838	$6,387,120	$6,177,734	$6,564,286	$177,166	2.77%

Revenue by Type

Revenue Source	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Licenses and Permits	$926	$1,470	$900	$2,300	$2,000	$1,100	122.22%
Intergovernmental Revenues	$37,702	$52,765	$29,160	$26,160	$26,595	($2,565)	(8.80%)
Charges for Goods and Services	$1,547,625	$1,010,581	$1,121,947	$1,132,622	$1,088,108	($33,839)	(3.02%)
Fines	$0	$0	$0	$0	$0	$0	0.00%
Miscellaneous Revenues	$242,518	$651,845	$661,722	$680,366	$698,220	$36,498	5.52%
Other Financing Sources	$2,854	$212,871	$0	$0	$0	$0	0.00%
Total Parks Revenue	**$1,831,625**	**$1,929,532**	**$1,813,729**	**$1,841,448**	**$1,814,923**	**$1,194**	**0.07%**
General Fund Subsidy	$3,402,578	$3,582,769	$4,485,188	$4,274,110	$4,559,117	$73,929	1.65%
Use of Public Arts Fund Balance	$50,115	($174,463)	$88,203	$62,176	$190,246	$102,043	115.69%
Total Parks Resources	**$5,284,318**	**$5,337,838**	**$6,387,120**	**$6,177,734**	**$6,564,286**	**$177,166**	**2.77%**





Parks, Recreation and Cultural Services
2018 Budget

Budget Changes

Expenditures

Parks Administration:

- Strategy to Support Aging Adults in Shoreline ($45,000 one-time): The Shoreline-Lake Forest Park Senior Center has requested additional funding the last two budget cycles due to shortfalls. Through staff conversations with the Senior Center Executive Director in early 2017 it was concluded that any additional funds in 2018 would be best used to support a sustainability strategy for service delivery to aging adults in Shoreline. Strategic Action Initiative #4 in the Parks, Recreation and Open Space (PROS) Plan calls to 'develop a strategic plan by 2019 for meeting the aging adult recreation needs of Shoreline'. In order to best do this the City must assess what services this population will need in the future and who is best positioned in the community to provide those services. This funding will retain a consultant to lead a process with City staff, current Senior Center leadership and community stakeholders charged with developing a vision and road map for serving aging adults in Shoreline. The work will include three segments: current service gap assessment, gap analysis which identifies options, and strategy development with stakeholders.
- Included $15,000 every five years for tree canopy assessment. After 2018, the next time to be included in the budget will be 2022.
- Included $15,000 increase due to additional credit card fees from increased online registration.

Parks Operations:

- Removed $18,800 one-time NPDES repairs at Hillwood, Paramount, Shoreview, and Sunset Parks.

Parks General Programs:

- Increase of 0.10 FTE to Administrative Assistant I (Spartan Recreation Center) ($8,700): This proposal will increase a 0.50 FTE Administrative Assistant I to 0.60 FTE. The 2016 budget provided for the conversion of extra help to a 0.50 FTE to provide at least one regular staff position at Spartan Gym during all operating hours. As schedules were finalized it was determined that there was still a four hour gap on Saturdays without regular staffing coverage. The increase in the number of hours for this position will address this. This cost is offset by a $10,000 reduction to other line-items in the department's budget.
- Increased building monitoring extra help funding by $4,448 due to increased demand for rentals.
- Included $4,000 to establish operating supplies for the Richmond Highlands Recreation Center.
- Removed $26,000 one-time supplemental funding for Senior Center revenue shortfall backfill.

Revenues

- The Parks, Recreation and Cultural Services (PRCS) Department performed a comprehensive cost recovery evaluation in 2015 identifying cost recovery objectives for the various PRCS fees. Since that time PRCS performs cost recovery evaluation on a subset of their fees annually to ensure that fees continue to meet identified objectives and stay competitive in the market. Fees not evaluated each year are adjusted by CPI-U.
- Increased the amount Surface Water Utility will pay Parks Operations for use of park property for SWM facilities by $5,549.

PARKS ADMINISTRATION

Administer a full service Parks, Recreation and Cultural Services Department and provide long term planning and capital project oversight of park projects to support community use and meet public recreation needs of the community and provides support to the Shoreline Library Board.

EFFECTIVENESS	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Park acreage per thousand population	7.70	7.65	7.58	7.51	7.50
Percentage of citizens who are very / somewhat satisfied with the quality of City parks, programs, and facilities	87%	92%	83%	83%	83%

EFFICIENCY	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Recreation and athletic programming cost recovery percentage	63.4%	67.0%	71.4%	57.1%	52.6%
Parks Administration as a percent of the total Parks budget	11.56%	11.87%	11.30%	11.04%	11.50%

INPUT	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Number of volunteer hours	/	5,598	5,746	6,000	6,000

ATHLETIC FIELD MAINTENANCE & OPERATIONS

Provide stewardship for the City's athletic fields and to create safe recreational opportunities for the well-being and enjoyment of the public.

EFFECTIVENESS	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Percentage of residents who are very / somewhat satisfied with outdoor athletic fields	76%	76%	76%	76%	76%

EFFICIENCY	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Program revenue as a percent of program expense	37.0%	32.9%	32.0%	29.0%	29.0%

WORKLOAD	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Number of baseball game field preps provided	/	603	465	395	285
Number of baseball practice field preps provided	/	597	597	597	597

PARKS AND OPEN SPACE MAINTENANCE PROGRAM

Provide stewardship for the City's parks and open space system, including the preservation of important natural areas, the enhancement of quality parks, and to create safe recreational and educational opportunities for the well-being and enjoyment of the public.

EFFECTIVENESS	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Percentage of residents who are very / somewhat satisfied with maintenance of public trees along City streets	64%	64%	55%	55%	55%
Percentage of residents who are very / somewhat satisfied with maintenance of City parks	86%	86%	85%	85%	85%
Percentage of residents who are very / somewhat satisfied with maintenance of City playgrounds	83%	83%	85%	85%	85%

EFFICIENCY	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Average Annual cost per acre of park property maintained	$4,134	$3,945	$4,148	$4,668	$4,867

INPUT	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Total Cost of Contracted Maintenance Services	$296,937	$331,151	$299,078	$454,393	$435,593
Total Cost of Contracted Tree Care Services	/	/	$124,771	$124,771	$124,771

AQUATICS

Provide safe, healthy, accessible and affordable programs and services for the Shoreline community. Provide diverse, life-long activities that meet evolving community needs in the areas of water safety, swimming skills, athletics, health, fitness, psychological well-being, certifications and recreational aquatics.

EFFECTIVENESS	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Percentage of residents who are very / somewhat satisfied with the City swimming pool	63%	63%	61%	61%	61%

INPUT	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Program Revenue as a percentage of program costs	42.5%	45.0%	29.5%	39.1%	37.1%

WORKLOAD	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Number of drop-in participants visits	33,546	30,881	10,253	27,000	30,000
Number of hours of drop-in opportunities (Lap & Rec Swim, Aerobic)	2,584	2,474	1,880	2,000	2,474
Total Number of hours of pool operation	5,018	4,725	3,045	4,075	4,700
Number of hours of lesson instruction	4,311	3,925	2,422	3,925	4,050
Number of course registrations	4,587	4,364	2,471	4,000	4,300
Number of swimming lessons offered	1,036	969	600	812	850
Number of participant visits: swimming lessons	36,202	31,217	18,270	31,354	30,000

RECREATION FACILITY RENTAL PROGRAM

Provide opportunities for Shoreline residents to use recreational facilities and picnic shelters for special events.

WORKLOAD	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Synthetic Field Turf - Adult (Hours)	2,975	3,200	2,780	2,400	2,100
Park & Open Space Permits (Hours)	/	/	291	585	300
Synthetic Field Turf - Youth (Hours)	4,030	3,900	3,700	4,000	3,800
Other Fields - Youth (Hours)	1,950	1,930	2,084	2,000	2,000
Concession Permits (Hours)	/	/	2,671	3,200	2,500
Other Fields - Adult (Hours)	105	95	56	70	70
Baseball Fields - Adult (Hours)	1,250	1,400	623	625	625
Soccer Field Rentals (Hours)	9,580	9,000	8,620	8,470	7,970
Spartan Recreation Center (Hours)	3,222	2,769	2,266	2,150	2,150
Picnic Shelter Rentals (Hours)	2,175	2,872	3,089	2,800	2,800
Baseball / Softball Field Rentals (Hours)	8,779	8,134	6,190	5,425	5,425
Baseball Fields - Youth (Hours)	9,090	8,245	5,567	4,800	4,800
Richmond Highlands Recreation Center (Hours)	278	232	379	375	375
Tennis Court Rentals (Hours)	/	/	791	560	560
Total Facility Rentals (Hours)	/	/	24,297	23,565	22,080

GENERAL RECREATION PROGRAMS

Develop and implement comprehensive recreation programs, services, and events targeting all ages and abilities, and a variety of special interests throughout the year to meet the needs of the community.

EFFECTIVENESS	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Percentage of residents who are very / somewhat satisfied with the quality of City parks, programs and facilities	87%	87%	83%	83%	83%
Percentage of residents who are very / somewhat satisfied with the variety of recreation programs	65%	65%	69%	69%	69%
Percentage of residents who are very / somewhat satisfied with the fees charged for recreation programs	58%	58%	66%	66%	66%
Percentage of residents who are very / somewhat satisfied with the ease of registering for programs	66%	66%	68%	68%	68%
Percentage of class sessions, i.e. pre-ballet has 10 sessions = 10 classes, that were held that were offered	80%	85%	85%	87%	87%
Percentage of customers rating the quality of the programs as good or excellent	95%	94%	95%	95%	95%
Percentage of residents who participated in recreational programming offered by the City	78%	68%	78%	78%	78%

EFFICIENCY	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Percent of general recreation program budget supported by fees.	63.4%	67.0%	71.4%	57.1%	52.6%

WORKLOAD	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Number of adult participants	36,784	46,489	46,919	46,000	46,000
Number of visits to adult programs	185	343	363	350	340
Number of preschool recreational classes held	135	101	83	80	80
Number of visits to preschool programs	12,286	12,783	15,626	14,000	14,000
Number of visits to youth programs	39,308	53,573	48,005	49,000	49,000
Number of youth recreational classes held	350	224	265	250	250

TEEN AND YOUTH DEVELOPMENT PROGRAMS

The Teen and Youth Development Program helps youth in the community make successful life choices by being positive role models and offering diverse, challenging, safe and innovative programs.

EFFECTIVENESS	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Percentage of Assessed Items receiving a grade of 3 or higher on 4 main YPQA scales for all assessed program offerings	85%	85%	80%	85%	85%

WORKLOAD	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Number of program hours	2,850	2,850	3,300	3,749	3,749
Total number of all visits	27,117	28,450	24,496	29,480	30,780
Number of visits in the Teen Late Night Programs	9,332	9,865	4,061	5,200	6,500
Number of visits to all Youth and Teen Development Programs excluding Late Night	17,785	18,585	20,455	24,280	24,280

CULTURAL SERVICES

The Cultural Services Program provides a variety of community services and events: Celebrate Shoreline, Summer Lunchtime Music Series, Swingin' Summer Eve, Hamlin Haunt, Healthy City, and financial contributions to the Arts Council and Shoreline Museum.

EFFICIENCY	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Shoreline Historical Museum contribution per capita	$1.12	$1.11	$1.10	$1.09	$1.09
Shoreline / Lake Forest Park Arts Council contribution per capita	$1.12	$1.11	$1.10	$1.09	$1.09

INPUT	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Percent of overall cost of Celebrate Shoreline offset through sponsorship revenue	/	32%	47%	50%	50%
Number of community partners providing engagement activities at Celebrate Shoreline	/	5	9	10	10
Number of community partners providing engagement activities at Monster Mash Dash	/	7	9	9	10

WORKLOAD	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Summer lunchtime event attendance	2,600	2,600	2,600	2,400	2,500
Swingin' Summer Eve attendance	1,400	1,800	1,800	1,800	2,000
Monster Mash Dash Participants	400	500	500	370	500
Number of partner agencies engaged in promoting events	/	2	2	4	6
Number of partner agencies engaged in promoting events in languages other than English	/	/	2	2	5

This page has been intentionally left blank.

CITY OF SHORELINE

Planning and Community Development

This page has been intentionally left blank.

Planning and Community Development
2018 Budget

Department Mission Statement

Ensure that our natural and built environments are sustainable, safe, and reflect the community's vision through planning and permitting.

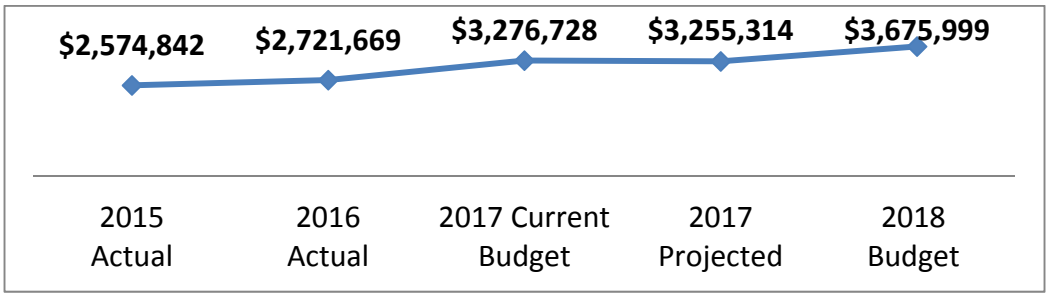
Planning and Community Development

Rachael Markle - Planning and Community Development Director (206) 801-2531

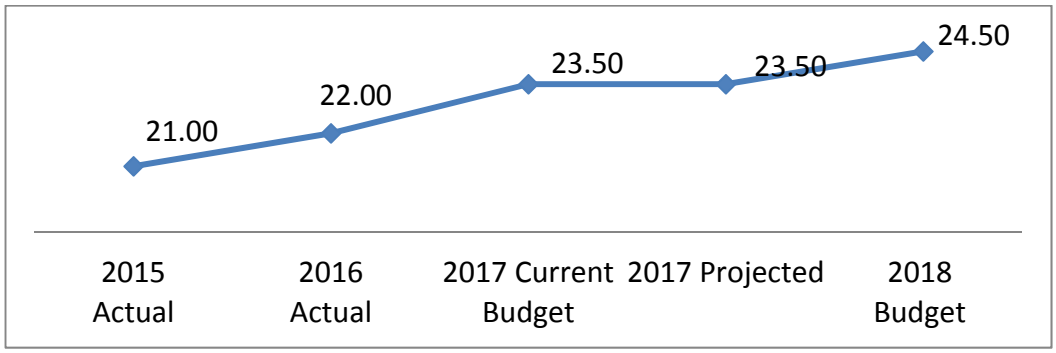
Permit Services	Code Enforcement	City Planning	Building and Inspections	P&CD Administrative Services
5.77 FTE	1.66 FTE	*7.5 FTE	7.75 FTE	1.82 FTE

*Includes 0.50 FTE 3-year term-limited Senior Planner (2017-2019).

Expenditure Comparison



Staffing Trend



Planning and Community Development
2018 Budget

Position Summary by Program

Programs	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Permit Services	4.47	5.87	5.77	5.77	5.77	0.00	0.0%
Code Enforcement	1.66	1.66	1.66	1.66	1.66	0.00	0.0%
City Planning	7.35	6.95	7.50	7.50	7.50	0.00	0.0%
Building & Inspections	5.70	5.7	6.75	6.75	7.75	1.00	14.8%
P&CD Administrative Services	1.82	1.82	1.82	1.82	1.82	0.00	0.0%
Total FTE	21.00	22.00	23.50	23.50	24.50	1.00	4.3%

2018 Summary of Positions and FTEs

Position	Head Count	FTE
Planning & Community Development Director	1	1.00
Planning Manager	1	1.00
Management Analyst	1	1.00
Permit Services Manager	1	1.00
Senior Planner	3	2.50
Building Official	1	1.00
Associate Planner	3	3.00
Assistant Planner	1	1.00
Plans Examiner II	2	2.00
Plans Examiner III	1	1.00
Structural Review Plans Examiner	1	1.00
Combination Inspector	3	3.00
Code Enforcement Officer	1	1.00
Permit Technician	3	3.00
Administrative Assistant II	1	1.00
Administrative Assistant III	1	1.00
Department Total	25	24.50

2017 Council Goals and Work Plan Accomplishments

Goal 1: Strengthen Shoreline's economic base to maintain the public services that the community expects

- Developed and configured new permit software system allowing customers to submit simple permits and electronic plans and schedule inspections online.
- Introduced electronic entry and customer notification of permit field inspections.
- Expanded Home Improvement Workshop Program to include extra workshop and additional home industry vendors.
- Revitalized permit center with new concept for serving permit customers in conjunction with move to third floor.

Goal 2: Improve Shoreline's utility, transportation, and environmental infrastructure

- Ensured updated Surface Water Plan, Transportation Master Plan, and the Parks, Recreation and Open Space Plan comply with Comprehensive Plan.
- Updated metrics and enhanced Shoreline's Forevergreen sustainability reporting tool on City's website.
- Helped facilitate adoption of Development Code amendments including: Wireless Telecommunication Facility, transitional encampments, Deep Green Incentive Program, use of abatement fund, and approximately 73 less complex amendments.
- Helped facilitate adoption of annual Comprehensive Plan amendments docket.
- Completed District Energy feasibility and transfer of development rights related studies.

Goal 3: Prepare for two Shoreline light rail stations

- Reviewed land use approvals and permits for light rail construction.
- Implemented light rail station subarea plans.
- Partnered with Sound Transit to host three public open houses for light rail station designs.
- Developed Affordable Housing Program providing local options for managing mandatory or incentive-backed affordable units.

2018 Council Goals and Work Plan Objectives

Goal 1: Strengthen Shoreline's economic base to maintain the public services that the community expects

- Expand types of permits that can be submitted online with new permit software system (TRAKiT) including electronic plan review.
- Further innovate Home Improvement Workshop Program with additional home industry vendors and separate "Permitting 101" seminar for customers.
- Complete work on City's Vegetation Management Plan and corresponding regulations.
- Complete accelerated review and issuance of Shoreline School District's permits and projects as indicated in interlocal agreement.

Goal 2: Improve Shoreline's utility, transportation, and environmental infrastructure

- Fully integrate Ronald Wastewater District permitting coordination and customer assistance into PCD permit lobby.

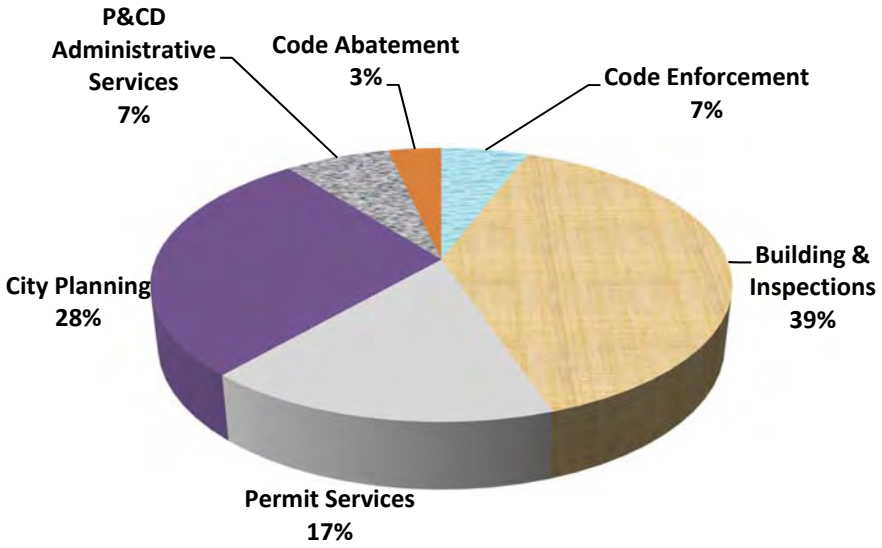
Goal 3: Prepare for two Shoreline light rail stations

- Complete light rail stations/parking garages plan review and issue permits.

Planning and Community Development
2018 Budget

Expenditure by Program

Program Budget	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Code Enforcement	$190,676	$197,271	$206,034	$206,445	$213,362	$7,328	3.56%
Building & Inspections	$780,780	$832,461	$974,056	$974,056	$1,433,496	$459,440	47.17%
Permit Services	$467,169	$505,996	$602,271	$591,566	$612,020	$9,749	1.62%
City Planning	$921,623	$937,655	$1,155,548	$1,142,359	$1,031,393	($124,155)	(10.74%)
P&CD Administrative Services	$203,964	$221,040	$238,819	$240,888	$255,728	$16,909	7.08%
Code Abatement	$10,630	$27,246	$100,000	$100,000	$130,000	$30,000	30.00%
Total Program Budget	$2,574,842	$2,721,669	$3,276,728	$3,255,314	$3,675,999	$399,271	12.19%



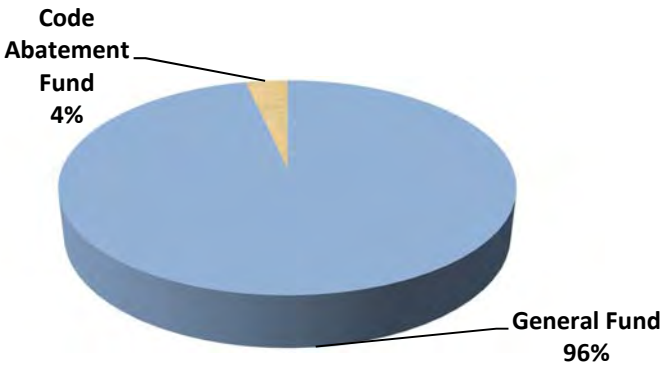
Revenue by Program

Program Revenue	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Building & Inspections	$1,412,241	$2,071,304	$2,116,675	$2,283,565	$2,723,528	$606,853	28.67%
Permit Services	$953	$484	$0	$350	$0	$0	0.00%
City Planning	$23,075	$0	$29,000	$29,000	$13,415	($15,585)	(53.74%)
Code Abatement	$0	$30,215	$80,550	$207,098	$80,550	$0	0.00%
Total Program Revenue	$1,436,269	$2,102,003	$2,226,225	$2,520,013	$2,817,493	$591,268	26.56%
General Fund Subsidy	$1,127,943	$622,635	$1,031,053	$842,399	$809,056	($221,997)	(21.53%)
Use of Code Abatement Fund Balance	$10,630	($2,969)	$19,450	($107,098)	$49,450	$30,000	154.24%
Total Resources	$2,574,842	$2,721,669	$3,276,728	$3,255,314	$3,675,999	$399,271	12.19%

Planning and Community Development
2018 Budget

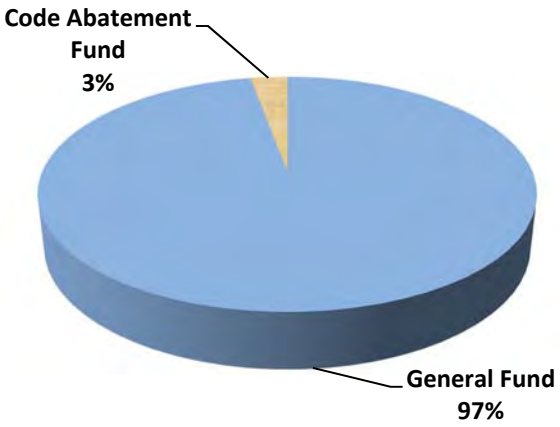
Expenditures by Fund

Expenditures By Fund	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
General Fund	$2,564,212	$2,694,423	$3,176,728	$3,155,314	$3,545,999	$369,271	11.62%
Code Abatement Fund	$10,630	$27,246	$100,000	$100,000	$130,000	$30,000	30.00%
Total Fund Expenditures	$2,574,842	$2,721,669	$3,276,728	$3,255,314	$3,675,999	$399,271	12.19%
General Fund Expenditures as a % of Total General Fund	7.11%	7.04%	6.59%	7.15%	7.63%		



Revenue by Fund

Revenue By Fund	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
General Fund	$1,436,269	$2,071,788	$2,145,675	$2,312,915	$2,736,943	$591,268	27.56%
Code Abatement Fund	$0	$30,215	$80,550	$207,098	$80,550	$0	0.00%
Total Fund Revenues	$1,436,269	$2,102,003	$2,226,225	$2,520,013	$2,817,493	$591,268	26.56%
General Fund Subsidy	$1,127,943	$622,635	$1,031,053	$842,399	$809,056	($221,997)	(21.53%)
Use of Code Abatement Fund Balance	$10,630	($2,969)	$19,450	($107,098)	$49,450	$30,000	154.24%
Total Fund Resources	$2,574,842	$2,721,669	$3,276,728	$3,255,314	$3,675,999	$399,271	12.19%



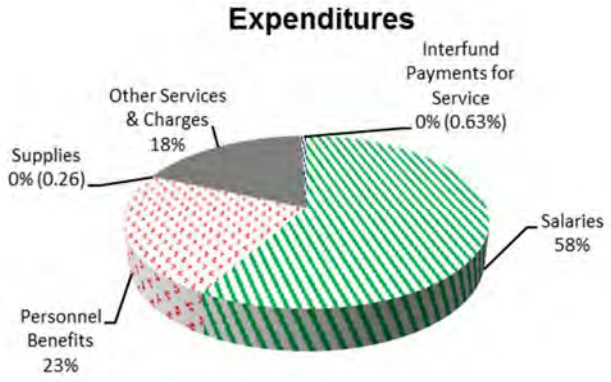
Planning and Community Development
2018 Budget

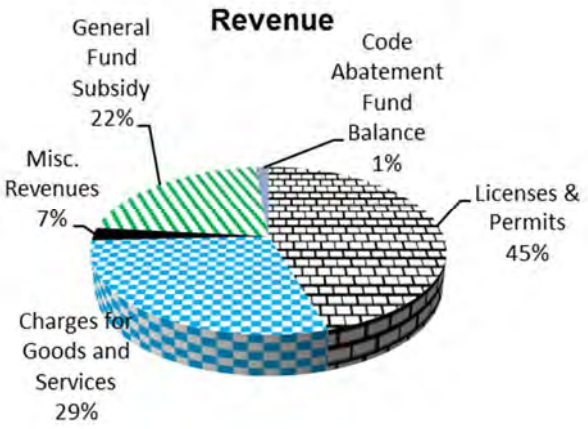
Expenditure by Type

Object Category Name	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Salaries	$1,701,128	$1,795,122	$1,949,165	$1,940,842	$2,128,898	$179,733	9.22%
Personnel Benefits	$621,453	$634,804	$735,120	$731,819	$846,028	$110,908	15.09%
Supplies	$12,356	$13,612	$10,744	$20,499	$9,540	($1,204)	(11.21%)
Other Services & Charges	$230,151	$268,999	$569,040	$549,391	$644,648	$75,608	13.29%
Intergovernmental Services	$169	$26	$0	$104	$0	$0	0.00%
Interfund Payments for Service	$9,585	$9,106	$12,659	$12,659	$23,292	$10,633	84.00%
Total Expenditures	$2,574,842	$2,721,669	$3,276,728	$3,255,314	$3,675,999	$399,271	12.19%

Revenue by Type

Revenue	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Licenses & Permits	$899,022	$1,307,537	$1,039,364	$1,292,700	$1,668,042	$628,678	60.49%
Intergovernmental Revenues	$23,075	$0	$0	$0	$0	$0	0.00%
Charges for Goods and Services	$514,175	$764,251	$1,082,311	$996,215	$1,060,486	($21,825)	(2.02%)
Fines and Forfeits	$2,857	$0	$0	$6,548	$0	$0	0.00%
Miscellaneous Revenues	($2,860)	$30,215	$104,550	$224,550	$88,965	($15,585)	(14.91%)
Total Revenue	$1,436,269	$2,102,003	$2,226,225	$2,520,013	$2,817,493	$591,268	26.56%
General Fund Subsidy	$1,127,943	$622,635	$1,031,053	$842,399	$809,056	($221,997)	(21.53%)
Use of Code Abatement Fund Balance	$10,630	($2,969)	$19,450	($107,098)	$49,450	$30,000	154.24%
Total Resources	$2,574,842	$2,721,669	$3,276,728	$3,255,314	$3,675,999	$399,271	12.19%





Planning and Community Development
2018 Budget

Budget Changes

Revenues

- Development revenues are expected to be nearly double the 2017 budget as a result of an increase in the base level of development activity ($334,000, or 24.2%) and the receipt of $1,011,750 for the Shoreline School District's projects.
- Removed $24,000 of miscellaneous one-time funding for drafting vegetation management regulations in City Planning. Included $8,415 in ongoing revenue for affordable housing review and compliance.

Expenditures

- Combination Inspector (1.00 FTE $78,300 ongoing / $26,900 one-time): Increased permit volumes and complexity since 2012 and enhanced stormwater standards have resulted in performing more inspections. Additionally, the Shoreline School District will require one time inspection services for the replacement of three schools and one major remodel in 2018-2021. The City will also need inspection resources for the Lynnwood Link Extension project starting in mid/late 2018-2023. This resource would be supported by permit revenues. Start-up costs include a vehicle for the position. This position is budgeted in 2018 with an April 1 start date. The full annual cost for the position will be approximately $100,400.
- Building & Inspections Professional Services: Added one-time allocation of $300,000 for plans examination and inspection services to meet School District project needs.
- City Planning Professional Services: Removed one-time $40,000 for updating the "forevergreen" sustainability indicator tracking website. Removed one-time $20,000 for Point Wells geotechnical review. Removed one-time $5,500 for backfill for final phase of implementation of the new permit system.
- Permit Services Professional Services: Removed one-time $5,500 for backfill for final phase of implementation of the new permit system.
- Building and Inspections Professional Services: Removed one-time $11,000 for backfill for final phase of implementation of the new permit system.
- Code Abatement Operations (Code Abatement Fund): $15,000 in one-time funding for legal support for backlog of non-responsive code enforcement cases. Ongoing change of $15,000 in professional services to address a backlog of code enforcement cases that require some level of action from follow-up site visits, to formal Notice and Orders, to final compliance inspections.

BUILDING AND INSPECTIONS

Building & Inspections performs reviews and makes decisions on building permits; provides comprehensive inspections and approval of conditions for all permitted work; and provides enforcement and education of the adopted codes and ordinances.

EFFECTIVENESS	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Percent of customers who were satisfied with the updates they received regarding their project's status	89%	88%	89%	93%	93%
Percent of building permits issued on or before the target dates identified in SMC 20.30.040	99%	96%	94%	93%	93%
Percent of customers who rated services as good or excellent	96%	93%	87%	96%	95%
Percent of customers who said they were treated courteously by employees	98%	94%	94%	95%	98%
Percent of customers who were satisfied with the timeliness of building inspections	93%	96%	93%	93%	95%

WORKLOAD	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Number of Addition / Remodel / New Commercial Permits submitted	72	69	95	80	90
Number of Addition / Remodel / New Single Family Residential Permits submitted	246	294	381	360	375
Number of Mechanical Permits submitted	560	586	656	615	600
Number of Plumbing Permits submitted	182	198	182	185	185
Number of inspections completed annually	4,682	4,231	4,519	4,500	4,600

PERMIT SERVICES

Permit Services provides accurate information and referral services; intake and issuance of all building and land use related permits.

EFFECTIVENESS	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Percent of customers who rated services as good or excellent	93%	93%	87%	96%	95%
Percent of customers who said they were treated courteously by employees	98%	94%	94%	95%	98%
Percent of customers who were satisfied with the updates they received regarding their project's status	89%	88%	81%	93%	93%
Percentage of permits issued on or before the target dates identified in SMC 20.30.040 (data includes days waiting for information)	94%	87%	84%	89%	91%

EFFICIENCY	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Average number of days to approve addition / remodel permits	20	18	18	20	18
Average number of days to approve new construction permits	54	67	98	117	98

WORKLOAD	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Number of walk-in customers served	4,906	4,832	4,958	5,000	5,300
Number Right-of-Way Permits submitted	548	480	531	500	540
Total Number of Applications submitted (excluding L&I electrical permits)	2,065	1,938	2,210	2,200	2,300

CITY PLANNING

City Planning assists the community with the implementation of the adopted Vision through the creation and maintenance of City-wide plans, subarea plans, policies, regulations and programs. This team also processes a variety of land use and development permits, undertakes special studies, coordinates cross-departmental teams, provides planning services to other city departments, and supports community outreach and citizen engagement.

EFFECTIVENESS	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Percent of customers who rated services as good or excellent	96%	93%	87%	96%	95%
Percent of customers who said they were treated courteously by employees	98%	94%	94%	95%	98%
Percent of customers who were satisfied with the updates they received regarding their project's status	89%	88%	89%	93%	93%
Percentage of permits issued on or before target dates identified in SMC (data includes days waiting for Information)	89%	76%	74%	84%	86%

WORKLOAD	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Number of preliminary short plats submitted	4	12	13	10	11
Number of land use permits submitted	/	47	65	80	70
Number of Planning Commission meetings staffed	23	19	23	22	22
Number of Development Code interpretations and administrative orders submitted	37	21	22	25	22

P&CD - ADMINISTRATIVE SERVICES

Planning & Community Development Administrative Services provides Planning Commission and general administrative support; performs maintenance on the web page, portal and permit tracking system; manages fiscal resources; oversees records and archiving services and provides performance measures data.

EFFECTIVENESS	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Percent of customers who said they were treated courteously by employees	98%	94%	94%	95%	98%
Percent of customers who rated services as good or excellent	93%	93%	87%	96%	95%

EFFICIENCY	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Administrative Services budget as a percent of the Planning and Community Development budget	7.5%	7.9%	8.1%	7.4%	7.0%

WORKLOAD	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Number of public disclosure requests processed	143	143	155	200	175

This page has been intentionally left blank.

CITY OF SHORELINE

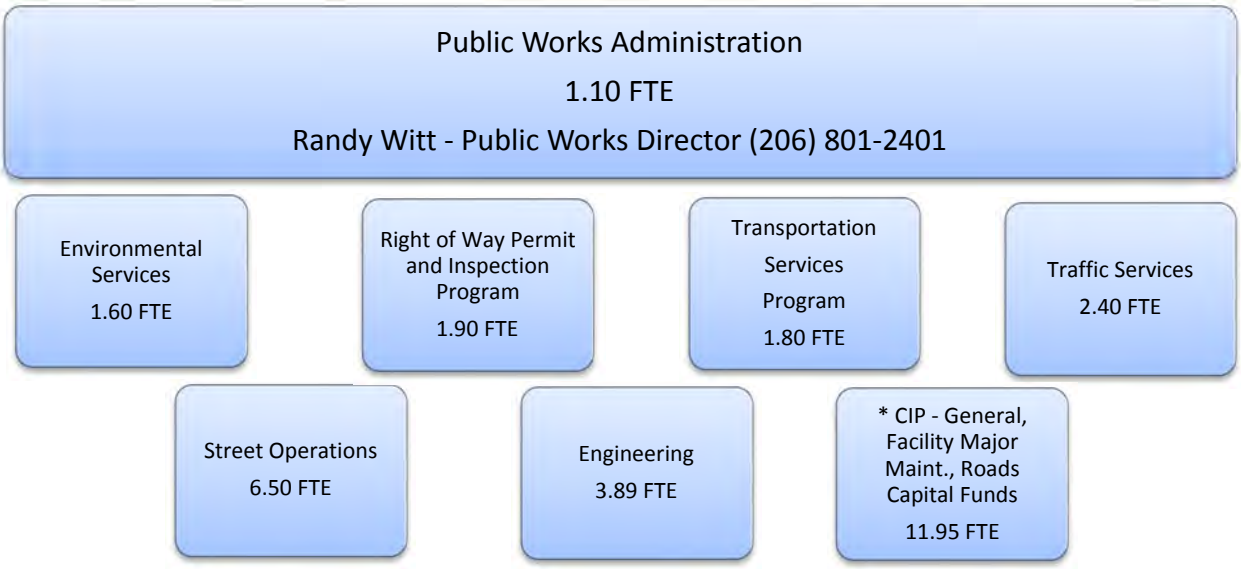
Public Works

This page has been intentionally left blank.

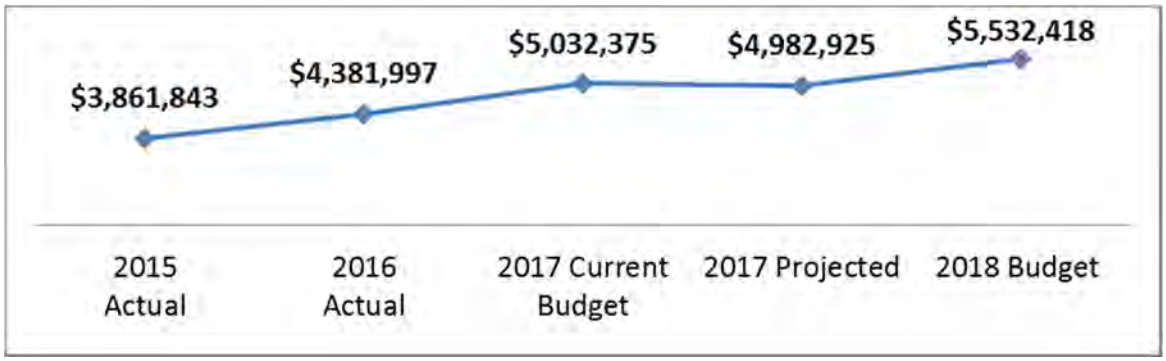
Public Works
2018 Budget

Department Mission Statement

Supporting a sustainable and vibrant community through stewardship of our public infrastructure and natural environment.



Expenditures Comparison



Staffing Trend

Operations FTEs

Capital FTEs

Public Works
2018 Budget

Staffing Summary by Program

Program	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2017 Budget versus 2016 Current Budget	Percentage Change
Environmental Services	1.35	1.35	1.40	1.40	1.60	0.20	14.81%
Right-of-Way Permit & Inspection	2.05	1.50	1.50	1.50	1.90	0.40	26.67%
Street Operation	6.99	6.54	6.54	6.54	6.50	(0.04)	(0.61%)
Traffic Services	2.75	2.70	2.70	2.70	2.40	(0.30)	(11.11%)
Public Works Administration	1.15	2.00	2.00	2.00	1.10	(0.90)	(45.00%)
Engineering	3.05	3.10	4.06	4.06	3.89	(0.17)	(5.48%)
Transportation Services Program	1.35	1.60	1.70	1.70	1.80	0.10	6.25%
Capital Projects	6.21	11.59	11.41	11.41	11.95	0.54	4.66%
Total FTE	24.90	30.38	31.31	31.31	31.14	(0.17)	(0.54%)

2018 Summary of Positions and FTEs

Position	Head Count	FTE
Public Works Director [1,2]	1	0.60
City Engineer[1]	1	0.80
Senior Management Analyst[1,2]	1	0.60
Engineering Manager[1]	1	0.70
Transportation Services Manager	1	1.00
Engineer II - Capital Projects	5	5.00
Engineer I - Capital Projects[1]	1	0.88
Development Review and Construction Manager[1]	1	0.89
Development Review Engineer I	1	1.00
Development Review Engineer II	2	2.00
Senior Planner	1	1.00
Utility & Operations Manager[1,2]	0	0.40
PW Maintenance Superintendent[1]	1	0.80
Senior PW Maintenance Worker[1,2]	2	0.70
PW Maintenance Worker II[1]	8	4.50
Surface Water & Environmental Services Manager[1]	1	0.10
Administrative Assistant II[1,2]	2	1.34
Administrative Assistant III[1,2]	1	0.60
Engineering Technician[1]	2	1.93
Transportation Specialist	1	1.00
City Traffic Engineer	1	1.00
Engineer II: Traffic	1	1.00
Environmental Services Analyst	1	1.00
Environmental Program Specialist[1]	0	0.40
Construction Inspector[1]	2	1.90
Department Total	39	31.14

1) A portion of these positions are allocated to the Surface Water Utility.
2) A portion of these positions are allocated to the Wastewater Utility.

Public Works
2018 Budget

2017 Council Goals and Work Plan Accomplishments

Goal 2: Improve Shoreline's utility, transportation, and environmental infrastructure

- Completed the American Public Works Association (APWA) Self-Assessment program and became a Public Works Accredited Agency.
- Completed the Puget Sound Basin Surface Water Plan.
- Completed the Surface Water Master Plan update.
- Repaired and replaced over 600 feet of failing pipes and 16 failing catch basins.
- Facilitated Council's selection of preferred approach for 25th Avenue NE Flood Reduction Project.
- Implemented the new Solid Waste contract.
- Opened the Recology Storefront.
- Completed installation of 4.2 miles of bike lanes, 1.7 miles of sharrows, and 15.3 miles of wayfinding signage.
- Completed the Boeing Creek restoration concept plan.
- Completed 6.3 miles of Bituminous Surface Treatments (BST) and 0.97 miles of asphalt overlay.
- Replaced the lighting and field turf at Twin Ponds Park.
- Implemented the new ROW Landscape Maintenance Services contract.
- Amended Assumption Agreement and implemented a services contract with Ronald Wastewater District for wastewater operations within Public Works.
- Completed the Aurora Ave N signal retiming and Transit Signal Priority activation project.
- Completed the 148th Street Non-motorized Bridge Feasibility Study.
- Completed Trail Along the Rail feasibility study.

2018 Council Goals and Work Plan Goals

Goal 2: Improve Shoreline's utility, transportation, and environmental infrastructure

- Council selection of preferred approach for Boeing Creek Regional Stormwater Facility Study.
- Complete design for Hidden Lake Dam Removal Project.
- Update Green House Gas Emission Inventory.
- Replace lighting at Shoreline A&B fields.
- Complete 1.6 miles of asphalt overlay.
- Complete 185th Multi-modal Corridor Study.
- Complete Sidewalk Prioritization Process.
- Complete Master Street Plan update.
- Complete design phases of 145th Corridor Project and 145th Interchange Improvement Project.
- Complete ADA Transition Plan.
- Complete condition assessment and prioritization of repairs and maintenance for existing sidewalks and curb ramps.
- Continue integration of wastewater services into and throughout Public Works.
- Complete preliminary design of the 25th Flood Reduction Project.
- Complete the Comprehensive Plan Amendment review of the Surface Water Master Plan update

- Complete the alternatives analysis and concept planning for combined maintenance facility in Hamlin Park and for separate maintenance facilities on city properties.

Goal 3: Prepare for two Shoreline light rail stations

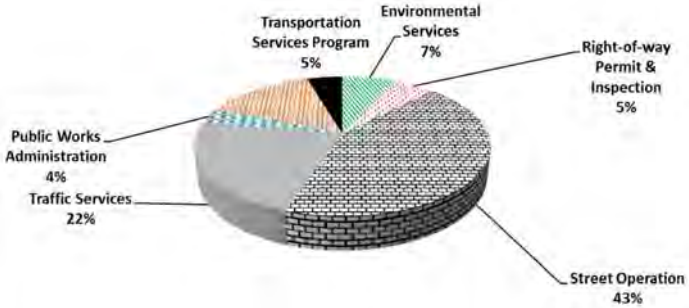
- Issue Right of Way permits and begin construction inspection of Sound Transit construction.

Goal 5: Promote and enhance the City's safe community and neighborhood programs and initiatives

- Complete Street Light Master Plan.

Expenditures by Program

Program Budget	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Environmental Services	$325,077	$315,189	$477,825	$448,182	$390,631	($87,194)	(18.25%)
Right-of-way Permit & Inspection	$259,866	$287,852	$230,235	$271,837	$287,671	$57,436	24.95%
Street Operation	$1,388,052	$1,508,989	$1,721,485	$1,701,382	$2,376,815	$655,330	38.07%
Traffic Services	$1,033,554	$1,159,321	$1,261,980	$1,239,027	$1,228,180	($33,800)	(2.68%)
Public Works Administration	$252,136	$373,822	$429,612	$422,471	$209,794	($219,818)	(51.17%)
Engineering	$439,206	$511,921	$634,873	$623,661	$785,316	$150,443	23.70%
Transportation Services Program	$163,952	$224,903	$276,365	$276,365	$254,011	($22,354)	(8.09%)
Total Program Budget	$3,861,843	$4,381,997	$5,032,375	$4,982,925	$5,532,418	$500,043	9.94%



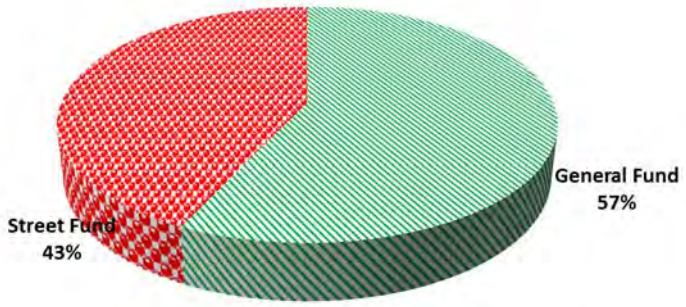
Revenue by Program

Program Budget	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Environmental Services	$344,495	$361,037	$401,545	$379,548	$342,581	($58,964)	(14.68%)
Right-of-way Permit & Inspection	$223,079	$271,176	$290,000	$278,000	$280,000	($10,000)	(3.45%)
Street Operation	$1,158,556	$1,246,421	$1,276,822	$1,266,924	$1,296,037	$19,215	1.50%
Traffic Services	$0	$0	$15,000	$15,000	$15,000	$0	0.00%
Total Program Revenue	$1,726,130	$1,878,634	$1,983,367	$1,939,472	$1,933,618	($49,749)	(2.51%)
General Fund Subsidy	$2,204,563	$2,485,423	$2,604,345	$2,608,995	$2,518,022	($86,323)	(3.31%)
Use of Streets Fund Balance	($68,850)	$17,940	$444,663	$434,458	$1,080,778	$636,115	143.06%
Total Resources	$3,861,843	$4,381,997	$5,032,375	$4,982,925	$5,532,418	$500,043	9.94%
Note: Annual Transfer of General Fund Support to Street Fund	$285,206	$244,403	$244,403	$244,403	$437,213		

Public Works
2018 Budget

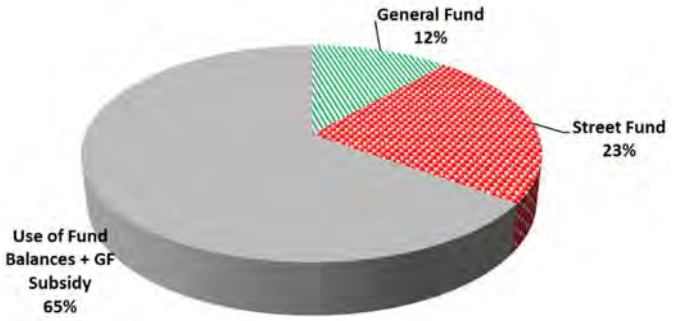
Expenditures by Fund

Public Works Expenditures by Fund	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
General Fund	$2,473,791	$2,873,008	$3,310,890	$3,281,543	$3,155,603	($155,287)	(4.69%)
Street Fund	$1,388,052	$1,508,989	$1,721,485	$1,701,382	$2,376,815	$655,330	38.07%
Total Public Works Expenditures	$3,861,843	$4,381,997	$5,032,375	$4,982,925	$5,532,418	$500,043	9.94%
General Fund Expenditures as a % of Total General Fund	6.86%	7.51%	6.87%	7.43%	6.79%		



Revenue by Fund

Public Works Revenues by Fund	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
General Fund	$567,574	$632,213	$706,545	$672,548	$637,581	($68,964)	(9.76%)
Street Fund	$1,158,556	$1,246,421	$1,276,822	$1,266,924	$1,296,037	$19,215	1.50%
Use of Fund Balances + GF Subsidy	$2,135,713	$2,503,363	$3,049,008	$3,043,453	$3,598,800	$549,792	18.03%
Total Public Works Revenue	$3,861,843	$4,381,997	$5,032,375	$4,982,925	$5,532,418	$500,043	9.94%



Public Works
2018 Budget

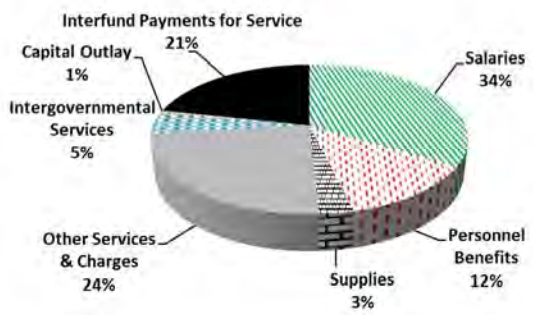
Expenditures by Type

Object Category Name	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Salaries	$1,413,617	$1,678,665	$1,844,031	$1,847,372	$1,870,109	$26,078	1.41%
Personnel Benefits	$515,930	$594,935	$671,912	$672,070	$687,832	$15,920	2.37%
Supplies	$126,604	$176,169	$204,291	$181,594	$163,530	($40,761)	(19.95%)
Other Services & Charges	$1,095,859	$1,105,023	$1,444,444	$1,414,192	$1,329,523	($114,921)	(7.96%)
Intergovernmental Services	$276,524	$216,258	$297,440	$297,440	$260,440	($37,000)	(12.44%)
Capital Outlay	$22,586	$42,231	$5,257	$5,257	$29,852	$24,595	467.85%
Interfund Payments for Service	$410,723	$568,716	$565,000	$565,000	$1,191,132	$626,132	110.82%
Total Public Works Expenditures	$3,861,843	$4,381,997	$5,032,375	$4,982,925	$5,532,418	$500,043	9.94%

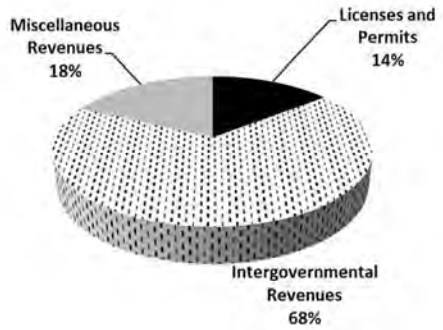
Revenue by Type

Revenue Source	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Licenses and Permits	$233,824	$269,625	$290,000	$278,000	$280,000	($10,000)	(3.45%)
Intergovernmental Revenues	$1,253,370	$1,314,492	$1,360,133	$1,328,238	$1,307,000	($53,133)	(3.91%)
Fines & Forfeits	$33	$11	$0	$0	$0	$0	0.00%
Miscellaneous Revenues	$238,903	$294,506	$333,234	$333,234	$346,618	$13,384	4.02%
Total Revenue	$1,726,130	$1,878,634	$1,983,367	$1,939,472	$1,933,618	($49,749)	(2.51%)
General Fund Subsidy	$2,204,563	$2,485,423	$2,604,345	$2,608,995	$2,518,022	($86,323)	(3.31%)
Use of Streets Fund Balance and Transfer in of GF Support	($68,850)	$17,940	$444,663	$434,458	$1,080,778	$636,115	143.06%
Total Resources	$3,861,843	$4,381,997	$5,032,375	$4,982,925	$5,532,418	$500,043	9.94%
Note: Annual Transfer of General Fund Support to Street Fund	$285,206	$244,403	$244,403	$244,403	$437,213		

Expenditures



Revenue



Public Works
2018 Budget

Budget Changes

Expenditures

Position Reallocations:

- For a summary of position allocation changes within the Public Works Department, please see the Explanation of 2018 Changes in FTE in the Executive Summary.
- Shifted 1.00 FTE Asset Management Functional Analyst from Traffic Services (0.50 FTE) and Street Operations (0.50 FTE) to Administrative Services – IT Operations.
- Moved existing 0.50 FTE from Traffic Services to IT-Operations.
- Moved existing position allocations for various positions have been allocated to Right Of Way due to better align with actual expenditures and revenues. Growth of development and capital projects within Public Works has resulted in the need to update the organization to better manage and balance customer service, workloads, and project delivery.

Public Works Administration:

- $50,000 ongoing on-call consultant services. The proposal will result in a substantial increase in the future ability of the Public Works Department to effectively deliver City Council Goals and supporting projects and services. The funding will be available to provide supplemental support and/or technical expertise required on an "as needed" basis to support the number of complex projects Public Works' staff will work on over the next several years such as utility assumption, corridor/project improvements, Transit System Integration Planning and emerging issues or requests from the City Council or City Manager.

Engineering:

- Americans with Disabilities Act of 1990 (ADA) Transition Plan, Phase 2 – Condition Assessment & Plan Completion (One-time: $198,000): In 2016, the City began the first phase of work to create an ADA Transition Plan. The plan, which is required by the ADA, will establish the City's priorities, timeline and budget for bringing pedestrian facilities in the City's right-of-way into compliance with ADA standards. This funding will provide additional professional services, extra help staffing and project administration to gather condition assessment data that will be required for the City Council's adoption of a Transition Plan. Approximately 2,057 extra help hours (utilized by hiring four extra help to work in two, part time, two-person teams) will be required to complete the condition assessment in 2018. In 2016, the City selected Perteet, Inc. to provide consultant services for development of the Transition Plan, which includes public outreach work in concert with the City's Sidewalk Prioritization Plan. This request puts in motion an amendment to Perteet's contract for assisting with public outreach, performing data analysis and quality control, prioritization of proposed repair projects, and preparation of draft and final ADA Transition Plans.

Traffic Services:

- Inventory of the Availability and Utilization of Parking in Light Rail Station Subareas (Council Goal 2; General Fund: $25,000/year for 2018-2021): This request will fund the inventory of existing parking availability and utilization within one quarter mile of the N 145th Street and N 185th Street light rail station subareas. The results will inform the City's implementation of a parking program for the subareas in 2021, which could

include a Residential Parking Zone program, time limited parking, metered parking, or some combination.

- Removed one-time supplemental for Point Wells Professional Services Support in Public Works Administration ($26,000).
- Removed one-time supplemental ($10,000) for American Public Works Association (APWA) Accreditation On-Site Evaluation.
- Removed one-time supplemental in Environmental Services ($16,810) for BigBelly Solar Compactors upgrades and replacements.
- Removed one-time supplemental ($56,879) for Americans with Disabilities Act of 1990 (ADA) Transition Plan Facilities Inventory ($56,879).
- Removed one-time supplemental ($39,353 Street Fund) for upgrades to vehicles and equipment.

Street Operations:

- The Street Fund is projected to end 2017 with a fund balance well above the minimum required balance of $249,000. The 2018 proposed budget includes the transfer of fund balance of $575,818 to the General Fund that is not budgeted to be used in either 2017 or 2018, or required to maintain the 2018 minimum required reserve of $254,700. The City Manager intends to set these monies aside in reserve for future improvements to a maintenance facility.
- $9,596 one-time supplemental to cover shortfall for replacement of City utility trailer assigned to the Street Operations Division is scheduled for replacement in 2018 with a budget of $7,372. The trailer is used to transport equipment and materials to various job sites. The proposed utility trailer including license, registration and City decals totaling $16,918. The proposed trailer also includes a hydraulic system which lowers the bed to ground for loading/unloading versus a tilting bed feature.
- $3,351 one-time supplemental for Street's portion of new Sr. Maintenance Worker position's vehicle.
- 1.00 FTE Public Works Maintenance Worker II (General, Street, and Surface Water Funds: $35,900 new ongoing costs / new total ongoing is $89,900 / $1,950 one-time): Street and surface water maintenance staffing levels have remained unchanged since 2012. However, during this time period work priorities and focus of the work group has changed as a result of external regulatory drivers, standard practices and internal initiatives to implement asset and computerized maintenance management programs (Cityworks). These considerations are directing work efforts to specific activities resulting in fewer productive hours available to apply to other equally important work activities. This position is allocated 20% in the General Fund, 60% in the Street Fund, and 20% in the Surface Water Fund. This position is also associated with delivery of the proactive management strategy of the 2017 Surface Water Master Plan (staff report available here:http://cosweb.ci.shoreline.wa.us/uploads/attachments/cck/council/staffreports/2017/staffreport080717-9a.pdf). The full annual cost for this position will be approximately $89,900 with $54,000 offset by specific reductions in the operating budgets of the General ($17,000), Street ($20,000) and Surface Water ($17,000) funds.
- $17,000 ongoing change for material and equipment costs related to sign installation and maintenance.

PUBLIC WORKS ADMINISTRATION

Public Works Administration provides the department with overall management, leadership, grants and contract administration, process and policy development.

EFFICIENCY	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Public Works Administration as a percent of the total Public Works budget	3.5%	6.5%	8.5%	8.5%	3.8%

ENVIRONMENTAL SERVICES

Provides events, workshops, mini-grants, and educational materials that assist residents, schools, businesses and governments protect our environment for current and future generations. Environmental Services also manage the solid waste contract and provides customer service support for other utilities in the City.

EFFECTIVENESS	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Percentage of residents who are very / somewhat satisfied with the effectiveness of sustaining environmental quality	68%	68%	64%	64%	64%
Percentage of residents who are very / somewhat satisfied with the garbage / recycling provider services	82%	82%	85%	85%	85%
Tons of residential compostable recycled	/	/	/	15	15

INPUT	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Number of households participating in annual recycling events	4,235	4,257	3,100	2,400	2,400
Number of recyclables collected at RCS store	/	/	/	8,000	8,000
Gallons of recyclables collected at the RCS store	/	/	/	25,000	25,000

WORKLOAD	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Pounds of household batteries recycled	8,840	8,005	7,200	7,500	7,500

RIGHT-OF-WAY PERMIT AND INSPECTION PROGRAM

Review planned work and inspect construction/work taking place in the public right-of-way; manages City franchises in the right-of-way, and provides plan review services on planning and development project applications submitted to the City's Planning and Development Services Department.

EFFICIENCY	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Number of ROW inspections completed per FTE	441	569	1049	870	870

WORKLOAD	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Number of right-of-way permits issued	534	479	531	500	500
Number of inspections performed	882	1,075	1574	1300	1300

TRANSPORTATION SERVICES PROGRAM

The Transportation Services Program manages the feasibility and/or planning phase of major corridor studies and other multi-modal improvements, as well as represents Shoreline's interest in the regional transportation projects, plans and programs. Traffic Services, a group with in the Transportation Services Program, is responsible for plan review, design and approval of all traffic control devices and managing traffic operations.

EFFECTIVENESS	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Percentage of residents who are very / somewhat satisfied with the flow of traffic and congestion	51%	51%	49%	49%	49%
Percentage of residents that are very / somewhat satisfied with the adequacy of city street lighting in their neighborhood	56%	56%	54%	42%	42%
Percentage of the City's Bicycle Plan improvements completed.	/	/	26%	61%	61%
Percentage of the City's pedestrian system plan improvements completed.	/	/	48%	50%	52%

WORKLOAD	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Number of active residential areas involved in the NTSP Program	16	12	19	20	21
Number of work orders issued	117	451	310	300	300
Number of traffic counts completed each year	231	160	173	200	200
Number of residential area traffic projects completed per year	4	3	5	3	3
Number of service requests received	200	292	370	400	400
Percentage of Bike Plan completed	/	/	26%	61%	61%
Percentage of Pedestrian Plan completed	/	/	48%	50%	52%

STREET OPERATION

Vegetation Maintenance in Right-of-Way: Maintains public rights-of-way by tree trimming, controlling vegetation, grading and other methods. Street Maintenance & Operations: Manages the city's road overlay, curb ramp, and sidewalk programs. Provides maintenance and upkeep of city streets and roads. This service includes pothole patching, crack sealing, street sweeping, and snow and ice removal. Provides general maintenance support for the City including signing, striping, fence/barricade repair, parking lot maintenance, and other odd jobs. Street Lighting: Provides funding for street lights on arterial streets and traffic signalization. Maintains inventory data on all streetlights, through a GPS network mapping system.

EFFECTIVENESS	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Average PCI (Pavement Condition Index) for all City streets (5 year cycle)	70	81	81	81	81
Percentage of residents that are very / somewhat satisfied with the overall cleanliness of City streets/public areas	71%	71%	69%	69%	69%
Percentage of residents who are very / somewhat satisfied with the overall maintenance of City streets	69%	69%	66%	66%	66%
EFFICIENCY	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Annual street operation expenditures per paved lane mile in the City	$4,899	$4,939	$4,113	$4,494	$4,719
Cost per lane mile for BST (Bituminous Surface Treatment conducted in odd years)	$35,935	$42,433	$0	$44,913	$0
Cost per lane mile of street sweeping	/	$104.83	$101.96	$102.00	$102.00
WORKLOAD	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Number of lane miles resurfaced with asphalt overlay (conducted in even years)	2.05	0.00	0.00	2.12	4.00
Number of lane miles swept	2,180	2,139	2,488	2,350	2,350
Number of miles resurfaced with BST (Bituminous Surface Treatment)	11.9	12.1	0.0	12.63	10.0
Number of traffic signs maintained	450	426	567	500	500

This page has been intentionally left blank.

CITY OF SHORELINE

Utilities

This page has been intentionally left blank.

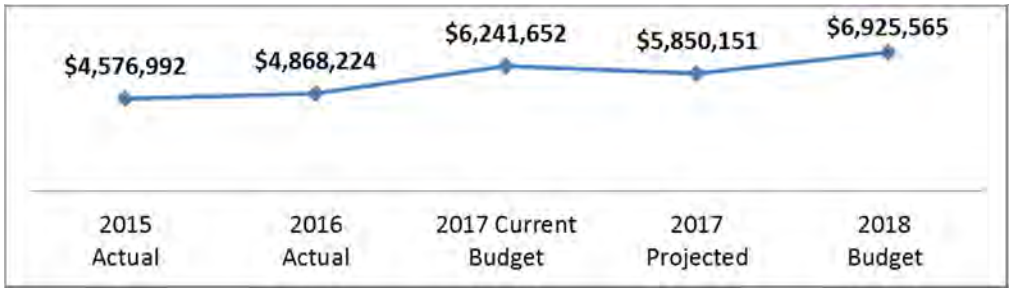
Surface Water
2018 Budget

Department Mission Statement

We work together to provide environmental, street and surface water services of the highest quality

Surface Water Operations	Surface Water Capital
12.67 FTE	2.11 FTE

Expenditures Comparison



Staffing Trend

Staffing Summary by Program

Program	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
SWM Operations	9.91	10.21	10.21	10.21	12.67	2.46	24.09%
SWM Capital	2.64	2.41	2.48	2.48	2.11	(0.37)	(14.92%)
Total FTE	12.55	12.62	12.69	12.69	14.78	2.09	16.47%

Surface Water
2018 Budget

2018 Summary of Positions and FTEs

Position	Head Count	FTE
Public Works Director [1,2]	0	0.20
Utility & Operations Manager[1,2]	0	0.30
Senior Management Analyst[1,2]	0	0.20
Engineer II - Surface Water	1	1.00
Environmental Program Specialist[1]	1	0.60
Surface Water Quality Specialist	1	1.00
Engineering Technician[1]	2	2.07
Administrative Assistant II[1,2]	0	0.48
Administrative Assistant III[1,2]	0	0.20
Utility Operations Specialist	1	1.00
Surface Water & Environmental Services Manager[1]	1	0.90
Engineer I - Surface Water	1	1.00
Engineer I - Capital Projects[1]	0	0.12
City Engineer[1]	0	0.20
Engineering Manager[1]	0	0.30
Development Review and Construction Manager[1]	0	0.11
Construction Inspector[1]	0	0.10
PW Maintenance Worker II[1]	1	3.50
Senior PW Maintenance Worker[1,2]	1	1.30
PW Maintenance Superintendent[1]	0	0.20
Department Total	10	14.78

1) A portion of these positions are allocated to Public Works.
2) A portion of these positions are allocated to the Wastewater Utility.

2017 Council Goals and Work Plan Accomplishments

Goal 2: Improve Shoreline's utility, transportation, and environmental infrastructure

- Completed Puget Sound Basin Plan.
- Completed Surface Water Rate Study and Management Strategy Analysis.
- Repaired and replaced over 600 feet of failing pipes and 16 failing catch basins.
- Facilitated Council's selection of preferred approach for 25th Avenue NE Flood Reduction Project.

2018 Council Goals and Work Plan Goals

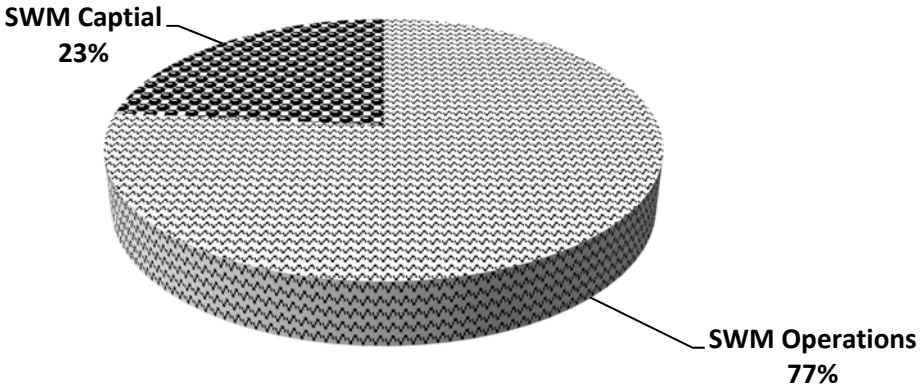
Goal 2: Improve Shoreline's utility, transportation, and environmental infrastructure

- Council selection of preferred approach for Boeing Creek Regional Stormwater Facility Study.
- Complete design for Hidden Lake Dam Removal Project.
- Complete Surface Water Master Plan Update

Surface Water
2018 Budget

Expenditures by Program

Expenditures By Program	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
SWM Operations	$2,491,969	$2,641,326	$3,567,614	$3,784,735	$5,308,780	$1,741,166	48.80%
SWM Capital	$2,085,023	$2,226,898	$2,674,038	$2,065,416	$1,616,785	($1,057,253)	(39.54%)
Total Expenditure	$4,576,992	$4,868,224	$6,241,652	$5,850,151	$6,925,565	$683,913	10.96%



Revenue by Program

Revenues By Program	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
SWM Operating Revenues	$3,650,517	$4,006,011	$4,294,351	$4,036,931	$5,432,066	$1,137,715	26.49%
SWM Capital Revenues	$238,008	$2,231,253	$402,672	$147,588	$4,825,349	$4,422,677	1098.33%
Total Surface Water Revenue	$3,888,525	$6,237,265	$4,697,023	$4,184,519	$10,257,415	$5,560,392	118.38%
Surface Water Fund Subsidy*	$688,467	($1,369,041)	$1,544,629	$1,665,632	($3,331,850)	($4,876,479)	(315.71%)
Total Resources	$4,576,992	$4,868,224	$6,241,652	$5,850,151	$6,925,565	$683,913	10.96%
*Note: Incl Budgeted Use of Fund Balance	N/A	N/A	$1,544,629	N/A	$30,163		

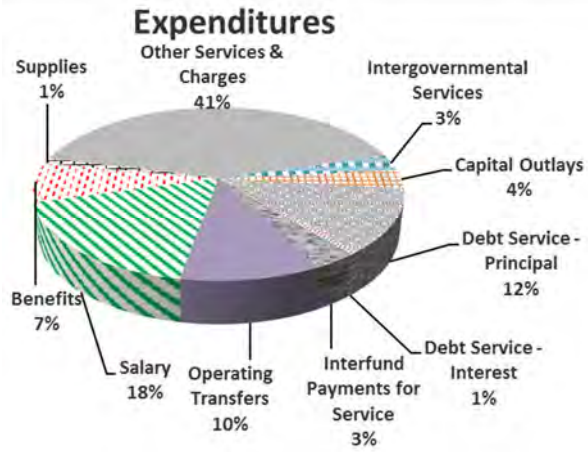
Surface Water
2018 Budget

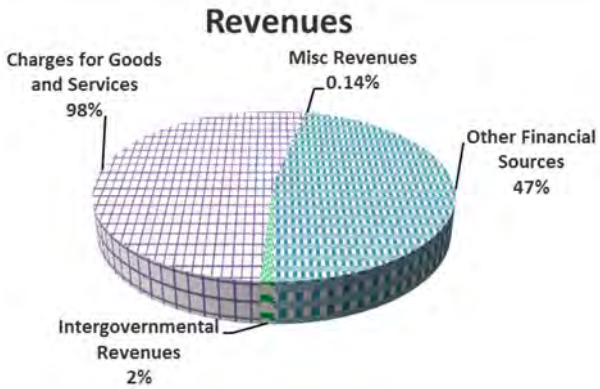
Expenditures by Type

Object Category Name	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Salary	$ 830,149	$ 952,622	$ 1,059,573	$ 1,032,893	$ 1,232,900	$173,327	16.36%
Benefits	$ 320,541	$ 350,309	$ 430,952	$417,616	$512,443	$81,491	18.91%
Supplies	$ 65,429	$ 62,959	$ 76,513	$76,513	$70,613	($5,900)	(7.71%)
Other Services & Charges	$ 1,149,015	$ 1,521,437	$ 2,702,896	$2,172,568	$2,869,254	$166,358	6.15%
Intergovernmental Services	$ 195,063	$ 231,477	$ 195,120	$195,120	$205,692	$10,572	5.42%
Capital Outlays	$ 873,303	$ 526,945	$ 365,767	$578,442	$239,163	($126,604)	(34.61%)
Debt Service - Principal	$ 326,475	$ 326,475	$ 508,866	$440,103	$820,136	$311,270	61.17%
Debt Service - Interest	$ 10,474	$ 44,640	$ 17,956	$52,887	$48,596	$30,640	170.64%
Interfund Payments for Service	$ 155,042	$ 209,018	$ 242,057	$242,057	$216,458	($25,599)	(10.58%)
Operating Transfers	$ 651,501	$ 642,343	$ 641,952	$641,952	$710,310	$68,358	10.65%
Total Expenditure	$4,576,992	$4,868,224	$6,241,652	$5,850,151	$6,925,565	$683,913	10.96%

Revenue by Type

Revenue Source	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Intergovernmental Revenues	$239,943	$221,239	$410,898	$187,544	$110,898	($300,000)	(73.01%)
Charges for Goods and Services	$3,617,791	$3,980,509	$4,244,351	$4,219,070	$5,363,577	$1,119,226	26.37%
Miscellaneous Revenues	$30,792	$35,516	$41,774	-$222,095	$14,451	($27,323)	(65.41%)
Capital Contributions	$0	$0	$0	$0	$0	$0	0.00%
Other Financing Sources	$0	$2,000,000	$0	$0	$4,768,489	$4,768,489	0.00%
Total Surface Water Revenue	**$3,888,525**	**$6,237,265**	**$4,697,023**	**$4,184,519**	**$10,257,415**	**$5,560,392**	**118.38%**
Surface Water Subsidy*	$688,466	$(1,369,041)	$1,544,629	$1,665,632	$ (3,331,850)	($4,876,479)	(315.71%)
Total Surface Water Resources	**$4,576,992**	**$4,868,224**	**$6,241,652**	**$5,850,151**	**$6,925,565**	**$683,913**	**10.96%**
*Note: Incl Budgeted Use of Fund Balance	N/A	N/A	$1,544,629	N/A	$30,163		





Surface Water
2018 Budget

Budget Changes

Expenditures

- Staffing for Proactive Management Strategy:
    - These positions are associated with the delivery of the Proactive Management Strategy of the 2017 Surface Water Master Plan (staff report available here: http://cosweb.ci.shoreline.wa.us/uploads/attachments/cck/council/staffreports/2017/staffreport080717-9a.pdf).
        - 1.00 FTE Public Works Sr. Maintenance Worker (Street and Surface Water Funds: $98,600 ongoing / $33,500 one-time): This position is allocated 10% in the Street Fund and 90% in the Surface Water Fund. Start-up costs include a vehicle for the position.
        - 1.00 FTE Engineering Technician (Surface Water Fund: $94,600): This position is allocated 100% in the Surface Water Fund.
        - 1.00 FTE Engineer 1 – Surface Water (Surface Water Fund: $123,800): This position is allocated 100% in the Surface Water Fund.
- Confined Space Entry Equipment Needs Assessment Plan (Surface WaterFund: $7,500): Confined space entry operations require specialized entry, monitoring and rescue equipment. To guide in the selection of this equipment this funding will allow staff to hire an industrial safety and health or engineering consultant to review common and unique stormwater and wastewater confined space entry areas. A Confined Space Entry Equipment Needs Assessment Plan will be completed that identifies and lists specific equipment needed for manhole entry, wastewater dry and wet well entry, vaults, and detention barrels and other confined spaces.
- Confined Space Equipment Acquisition and Installation (Surface Water Fund: $15,000): Following the completion of the Confined Space Entry Equipment Needs Assessment Plan, this funding will allow staff to acquire and install recommended equipment in order to work safely in confined spaces. It is anticipated that a modular-based.

Revenues

- The City Council provided direction to staff to pursue the Proactive Management Strategy for the Surface Water Utility Master Plan update(staff report available here: http://cosweb.ci.shoreline.wa.us/uploads/attachments/cck/council/staffreports/2017/staffreport080717-9a.pdf). The resulting rate is $214.39 per parcel (including all taxes) for a single-family home, which represents a 27.0% increase over the 2017 rate. The resulting revenues represented in the tables above are net of taxes.
- It is anticipated that a bond will be issued in 2018 in the amount of $4.7 million to provide funding for several capital projects in 2018 through 2020.

SURFACE WATER UTILITY

The Surface Water Management Program manages, operates ,and maintains the City's surface water infrastructure and natural channels to promote flood protection, comply with regulatory requirements, and to protect and enhance water quality and habitat through the practice and promotion of sound environmental stewardship.

EFFECTIVENESS	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Percentage of Drainage and WQ services requests closed	95%	94%	78%	100%	100%
Percentage of pipes cleaned	/	1%	1%	1%	1%
Percentage of catch basins routinely cleaned annually	7%	8%	7%	7%	7%
Percentage of ditches cleaned	/	10%	18%	21%	20%
Number of storm drains adopted through the Adopt-A-Drain Program (total)	126	163	131	171	150
Number of raingarden / conservation landscaping rebates	8	9	8	10	10
Percentage of residents who are very / somewhat satisfied with the adequacy of storm drainage in their neighborhood	69%	69%	63%	63%	63%
Percentage of privately owned stormwater facilities passing maintenance	91%	84%	95%	90%	90%
Percentage of residents who are very / somewhat satisfied with the City stormwater runoff / management system	67%	67%	61%	61%	61%

WORKLOAD	***2014***	***2015***	***2016***	***2017 Est.***	***2018 Proj.***
Number of water quality services requests	44	54	66	56	50
Number of completed work orders	1,663	2,789	1,613	1,184	2,573
Number of drainage or flooding service requests	208	106	112	126	100
Number of privately owned stormwater facilities to inspect	182	183	187	187	190

Wastewater
2018 Budget

Department Mission Statement

To provide safe, efficient, and reliable wastewater collection services.

Wastewater Finance Operations
4.05 FTE

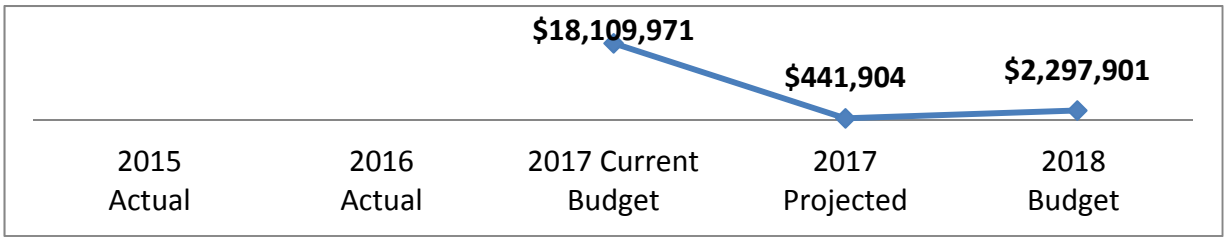
Wastewater Operations Management
8.08 FTE

Wastewater Permitting
2.00 FTE

In 2002, the City and Ronald Wastewater District (RWD) entered into an agreement to unify sewer services with City operations through assumption of the RWD by the City of Shoreline effective October 23, 2017. As a result, the City adopted the full 2017 RWD budget in accordance with GAAP. In mid-2017 the Board and the City mutually agreed to extend the assumption date. Although this is the case, RWD executed a Services Agreement with the City to operate the utility on the behalf of RWD. Under this arrangement, the City will operate and maintain the sewer utility while the RWD Board of Commissioners will be responsible for addressing policy matters, setting rates and managing capital improvements for the utility.

The City will be amending its 2017 Budget in November to reflect the costs associated with operating the wastewater utility for the 10 weeks in 2017 following the transition. The amended budget is anticipated to be $441,904 as reflected in the 2017 projected amount in the comparison chart below. The 2018 budget was developed based on the personnel and maintenance and operation costs necessary to operate the utility. RWD will retain all revenue and costs associated with interlocal agreements and certain operating contracts. The Operating Service Agreement provides that RWD will reimburse the City based on annual budgeted costs with annual reconciliation of direct costs.

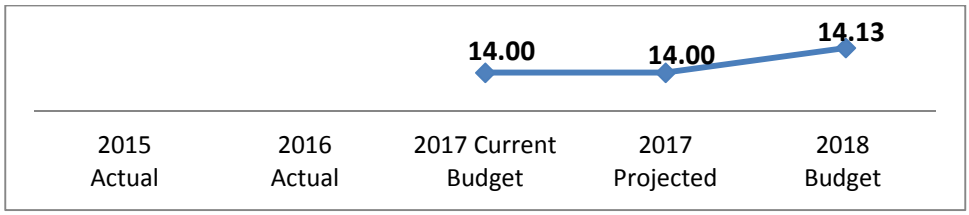
Expenditures Comparison



*2017 Current Budget: Reflects one full year of RWD Operating and CIP Budget.
**2017 Projected: Reflects ten of 52 weeks of City operating costs.
**2018 Budget: Represents one full year of City operating costs under the Operating Service Agreement.

Wastewater
2018 Budget

Staffing Trend



Staffing Summary by Program

Program	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Wastewater Finance Operations	N/A	N/A	5.00	5.00	4.05	(0.95)	(19.00%)
Wastewater Operations Management	N/A	N/A	7.00	7.00	8.08	1.08	15.43%
Wastewater Permitting	N/A	N/A	2.00	2.00	2.00	0.00	0.00%
Total FTE	#N/A	#N/A	14.00	14.00	14.13	0.13	0.93%

2018 Summary of Positions and FTEs

Position	Head Count	FTE
Public Works Director	0	0.20
Utility & Operations Manager	0	0.30
Sr. Management Analyst	0	0.20
Wastewater Manager	1	1.00
WW Utility Specialist	2	2.00
WW Administrative Assistant I	1	0.50
WW Utility Customer Service Representative	1	1.00
Administrative Assistant II	0	0.43
Administrative Assistant III	0	0.20
WW Utility Accounting Technician	2	2.00
Finance Manager	0	0.30
PW Maintenance Workers II	5	5.00
Sr. PW Maintenance Worker	1	1.00
Department Total	13	14.13

2017 Council Goals and Work Plan Accomplishments

Goal 2: Improve Shoreline's utility, transportation, and environmental infrastructure

- Amended Assumption Agreement and implemented an operating services agreement with RWD for wastewater operations within Public Works.
- Implemented Cityworks for RWD asset management.
- Implemented Trakit for Ronald Wastewater.
- Negotiated and implemented Franchise Agreement with RWD

Wastewater
2018 Budget

2017 Operational Accomplishments

- Completed transition of Ronald Staff, equipment and operational processes.
- Incorporated Ronald Wastewater billing and financial operations.

2018 Council Goals and Work Plan Goals

Goal 2: Improve Shoreline's utility, transportation, and environmental infrastructure

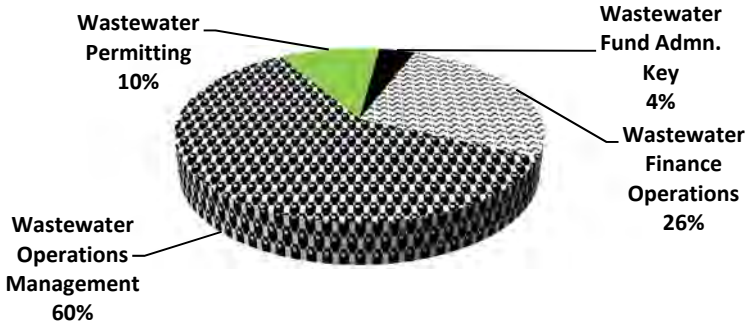
- Continue integration of wastewater services into and throughout Public Works.
- Complete integration of wastewater into City operations.

2018 Operational Objectives

- Stabilization of transitioned processes
- Provide support to Ronald Wastewater District as detailed in the Interlocal Operating Services Agreement.
- Completed confined space needs assessment of RWD facilities and acquire select equipment.

Expenditures by Program

Expenditures By Program	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Wastewater Finance Operations	#N/A	#N/A	$0	$0	$601,114	$601,114	0.00%
Wastewater Operations Management	#N/A	#N/A	$0	$0	$1,368,788	$1,368,788	0.00%
Wastewater Permitting	#N/A	#N/A	$0	$0	$242,194	$242,194	0.00%
Wastewater CIP	#N/A	#N/A	$2,441,800	$0	$0	($2,441,800)	(100.00%)
Wastewater Fund Admn. Key	#N/A	#N/A	$15,668,171	$441,904	$85,805	($15,582,366)	(99.45%)
Total Expenditure	#N/A	#N/A	$18,109,971	$441,904	$2,297,901	($15,812,070)	(87.31%)



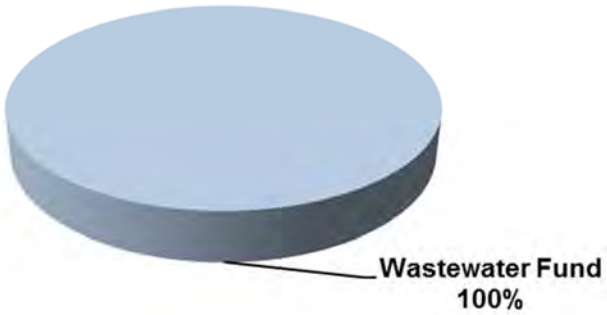
Revenue by Program

Revenues By Program	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Wastewater Fund Admn. Key	#N/A	#N/A	$15,728,683	$441,904	$2,297,901	($13,430,782)	(85.39%)
Total Wastewater Revenue	#N/A	#N/A	$15,728,683	$441,904	$2,297,901	($13,430,782)	(85.39%)
Wastewater Fund Subsidy	#N/A	#N/A	$2,381,288	$0	$0	($2,381,288)	(100.00%)
Total Resources	#N/A	#N/A	$18,109,971	$441,904	$2,297,901	($15,812,070)	(87.31%)

Wastewater
2018 Budget

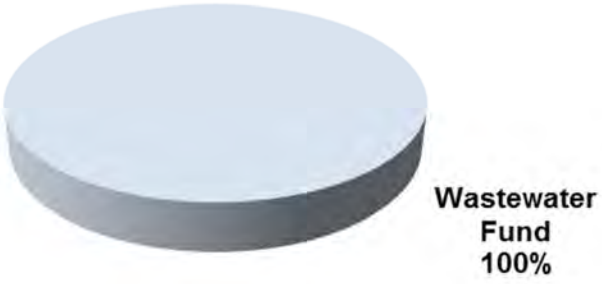
Expenditures by Fund

Expenditures By Fund	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Wastewater Fund	#N/A	#N/A	$18,109,971	$441,904	$2,297,901	($15,812,070)	(87.31%)
Total Wastewater Budget	#N/A	#N/A	$18,109,971	$441,904	$2,297,901	($15,812,070)	(87.31%)



Revenue by Fund

Revenues By Fund	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Wastewater Fund	#N/A	#N/A	$15,728,683	$441,904	$2,297,901	($13,430,782)	(85.39%)
Use of Wastewater Fund Balance	#N/A	#N/A	$2,381,288	$0	$0	($2,381,288)	0.00%
Total Wastewater Revenue	#N/A	#N/A	$18,109,971	$441,904	$2,297,901	-$15,812,070	(87.31%)



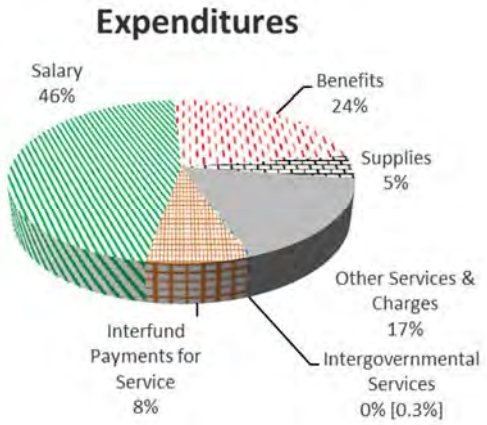
Wastewater
2018 Budget

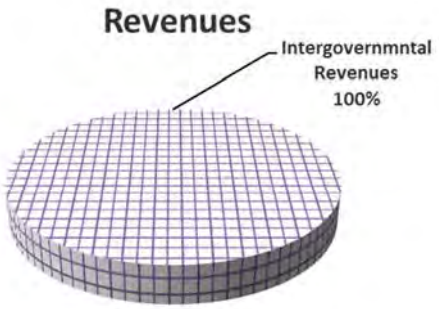
Expenditures by Type

Object Category Name	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Salary	#N/A	#N/A	$1,060,405	$205,121	$1,066,626	$6,221	0.59%
Benefits	#N/A	#N/A	$499,471	$103,937	$540,476	$41,005	8.21%
Supplies	#N/A	#N/A	$70,846	$19,965	$103,821	$32,975	46.54%
Other Services & Charges	#N/A	#N/A	$3,309,742	$76,075	$395,585	($2,914,157)	(88.05%)
Intergovernmental Services	#N/A	#N/A	$11,655,796	$1,115	$5,800	($11,649,996)	(99.95%)
Interfund Payments for Service	#N/A	#N/A	$433,711	$35,691	$185,593	($248,118)	(57.21%)
Reclassifications/Cost Alloc	#N/A	#N/A	$1,080,000	$0	$0	($1,080,000)	(100.00%)
Total Wastewater Expenditures	#N/A	#N/A	$18,109,971	$441,904	$2,297,901	($14,732,070)	(81.35%)

Revenue by Type

Revenue Source	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Budget	2018 Budget versus 2017 Current Budget	Percentage Change
Licenses and Permits	#N/A	#N/A	$36,582	$0	$0	($36,582)	(100.00%)
Intergovernmental Revenues	#N/A	#N/A	$0	$441,904	$2,297,901	$2,297,901	#DIV/0!
Charges for Goods and Services	#N/A	#N/A	$15,507,998	$0	$0	($15,507,998)	(100.00%)
Fines	#N/A	#N/A	$19,125	$0	$0	$0	0.00%
Miscellaneous Revenues	#N/A	#N/A	$48,978	$0	$0	($48,978)	(100.00%)
Prop/Trst Gains & Other Income	#N/A	#N/A	$116,000	$0	$0	($116,000)	0.00%
Total Wastewater Revenue	**#N/A**	**#N/A**	**$15,728,683**	**$441,904**	**$2,297,901**	**($13,430,782)**	**(85.39%)**
Wastewater Wastewater Subsidy	#N/A	#N/A	$2,381,288	$0	$0	($2,381,288)	(100.00%)
Total Wastewater Resources	**#N/A**	**#N/A**	**$18,109,971**	**$441,904**	**$2,297,901**	**-$15,812,070**	**(87.31%)**





Wastewater
2018 Budget

Budget Changes

Expenditures

Confined Space Entry Needs Assessment Plan and Equipment:

- Confined Space Entry Equipment Needs Assessment Plan (Wastewater Fund: $7,500): Confined space entry operations require specialized entry, monitoring and rescue equipment. To guide in the selection of this equipment this funding will allow staff to hire an industrial safety and health or engineering consultant to review common and unique stormwater and wastewater confined space entry areas. A Confined Space Entry Equipment Needs Assessment Plan will be completed that identifies and lists specific equipment needed for manhole entry, wastewater dry and wet well entry, vaults, and detention barrels and other confined spaces.
- Confined Space Equipment Acquisition and Installation (Wastewater Fund: $15,000): Following the completion of the Confined Space Entry Equipment Needs Assessment Plan, this funding will allow staff to acquire and install recommended equipment in order to work safely in confined spaces. It is anticipated that a modular-based

BUDGET BY FUND

This page has been intentionally left blank.

2018 FUND STRUCTURE

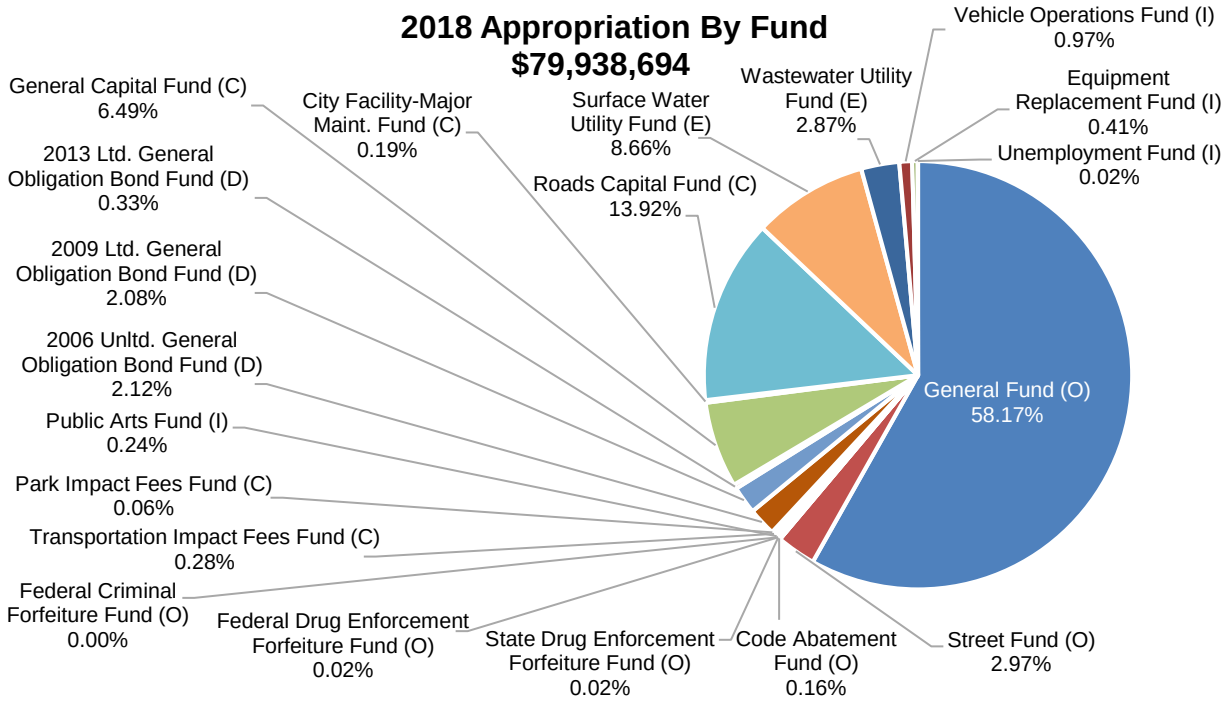
The City has established a variety of funds that are used to collect revenues and hold funds in reserve for specified purposes. The City has five categories of funds; operating, capital, enterprise, internal service and agency. Operating funds collect a variety of revenues to support the City's various functions. Capital Funds receive designated revenues and transfers-in from other funds to be used for specific capital projects. Enterprise funds are used to report activity related to the collection of an external fee for service. Internal service funds account for the goods and services provided internally on a cost-reimbursement basis. The City provides fiscal agency services to the Northshore/Shoreline Community Network. These transactions are reflected in an agency fund. In 2018, the City's funds breakdown is as follows:

Major Fund	Fund	Percentage of Total Budget
√	General Fund (O)	58.2%
√	Roads Capital Fund (C)	13.9%
√	Surface Water Utility Fund (E)	8.7%
√	General Capital Fund (C)	6.5%
	Street Fund (O)	3.0%
	Wastewater Utility Fund (E)	2.9%
	2006 Unltd. General Obligation Bond Fund (D)	2.1%
	2009 Ltd. General Obligation Bond Fund (D)	2.1%
	Vehicle Operations Fund (I)	1.0%
	Equipment Replacement Fund (I)	0.4%
	2013 Ltd. General Obligation Bond Fund (D)	0.3%
	Transportation Impact Fees Fund (C)	0.3%
	Public Arts Fund (I)	0.2%
	City Facility-Major Maint. Fund (C)	0.2%
	Code Abatement Fund (O)	0.2%
	Park Impact Fees Fund (C)	0.1%
	State Drug Enforcement Forfeiture Fund (O)	0.0%
	Unemployment Fund (I)	0.0%
	Federal Drug Enforcement Forfeiture Fund (O)	0.0%
	Revenue Stabilization Fund (O)	0.0%
	Property Tax Equalization Fund (O)	0.0%
	Federal Criminal Forfeiture Fund (O)	0.0%

Fund Number **Fund Name**	**Fund Type** Description
	Operating Funds
Fund 001 **General Fund**	Used to pay the expenses and liabilities of the City associated with general service functions that are not budgeted in special revenue funds. The primary sources of revenue are local taxes. Property tax and sales tax combined provide approximately 52% of the General Fund operating revenues.
	Operating Funds - Special Revenue
	Funds that include dedicated revenues for a specific purpose (e.g. roads, enforcement of drug laws, etc.), that require an additional level of accountability and are collected in a separate account.
Funds 101 **Street Fund**	Used to support street and right of way maintenance and street lighting. Fuel tax and a subsidy from the General Fund are the two sources of on-going support.
Fund 107 **Code Abatement Fund**	The purpose of this fund is to provide resources for city code abatement efforts (public nuisances, dangerous buildings, etc.). The costs associated with the abatement will be charged to the owner of the property either as a lien on the property or on the tax bill. Recovered monies would replenish the fund for future abatement efforts.
Fund 108 **State Drug Enforcement Forfeiture Fund**	The purpose of this fund is to account for monies received by the City from the State of Washington through King County representing the City's share of assets seized and forfeited during the joint investigations of illegal drug activity with state agencies.
Fund 109 **Public Arts Fund**	The purpose of this fund is to account for the 1% for Arts program. An amount equal to 1% of capital construction contracts will be transferred from each capital fund. Funding will be utilized for public art projects.
Fund 112 **Federal Drug Enforcement Forfeiture Fund**	The purpose of this fund is to account for monies received by the City representing the City's share of assets seized and forfeited during the joint investigations of illegal drug activity with federal agencies.
Fund 115 **Property Tax Equalization Fund**	The purpose of the Property Tax Equalization Fund is to accumulate and disburse proceeds from the City's maintenance and operations levy over the six year levy period.

Fund Number Fund Name	**Fund Type** Description
Fund 116 Federal Criminal Forfeiture Fund	The purpose of this fund is to account for seizure funds received by the City due to staff participation in a federal task force being led by the United States Treasury.
Fund 190 Revenue Stabilization Fund	The Revenue Stabilization Fund will accumulate a reserve equal to thirty percent (30%) of annual economically sensitive revenues within the City's operating budget to cover revenue shortfalls resulting from unexpected economic changes or recessionary periods.
	Debt Service Funds
	A fund established to account for the accumulation of resources for; and the payment of, general long-term debt principal and interest.
Fund 201 2006 Unltd. General Obligation Bond Fund	This fund is used to record the property tax revenues and debt service payments related to the 2006 General Obligation bonds issued to fund open space acquisitions and park improvements.
Fund 211 2009 Ltd. General Obligation Bond Fund	This fund is used to record the principal and debt service payments related to the 2009 Limited Tax General Obligation bonds issued to fund the acquisition of the new City Hall.
Fund 221 2013 Ltd. General Obligation Bond Fund	This fund is used to record the principal and debt service payments related to the 2013 Limited Tax General Obligation bonds issued to fund the acquisition and improvements of a maintenance facility.
	Capital Funds
	Funds that are specifically designated for major capital improvements.
Fund 117 Transportation Impact Fees Fund	The Transportation Impact Fees Fund accounts for the collection and use of transportation impact fees, which became effective on January 1, 2015.
Fund 118 Park Impact Fees Fund	Accounts for the collection and use of park impact fees, which became effective on January 1, 2018.
Fund 301 General Capital Fund	The General Capital Fund receives funds that are designated specifically for capital purposes. The primary source of dedicated revenue is Real Estate Excise Tax (REET) and General Fund transfers. These funds are used for facility, recreation, parks and open space projects.
Fund 312 City Facility-Major Maintenance Fund	This fund was established in 2005. This capital fund will account for the long-term maintenance of City Facilities.
Fund 330 Roads Capital Fund	The Roads Capital Fund receives funds that are designated specifically for capital purposes. The primary source of dedicated revenue is Real Estate Excise Tax (REET) and federal, state, and local grant sources. These funds are used for street and transportation related projects.
	Enterprise Fund
	A proprietary fund type is used to report an activity for which a fee is charged to external users for goods or services. Usually an activity accounted for in an enterprise fund indicates that the fees charged should cover both operational and capital activities of the activity.
Fund 401 Surface Water Utility Fund	This fund includes all operations and capital improvements related to surface water management and drainage. The City charges property owners an annual surface water fee that is used to fund these activities.

Fund Number Fund Name	**Fund Type** Description
Fund 405 Wastewater Utility Fund	This fund includes all operations related to operation of the Ronald Wastewater District. An interlocal Operating Service Agreement will be entered into in 2017 where the RWD Board will serve as the governing body of the Utility and retain ownership of real property and responsibility for the Capital Improvement Plan for RWD, and the operations of the Utility will be performed by the City with RWD personnel and equipment transferred to the City. RWD will retain all revenues and interlocal agreement costs. The Operating Service Agreement provides that RWD will reimburse the City based on annual budgeted costs with annual reconciliation of direct costs.
	Internal Service Funds
	A type of proprietary fund which accounts for the goods and services which are provided to other units of the City and payment by the benefiting unit is intended to fund the costs of providing the services.
Fund 501 Vehicle Operations and Maintenance Fund	The Vehicle Operations and Maintenance Fund accounts for the costs of operating and maintaining city vehicles and auxiliary equipment. An annual charge is made to department budgets using City vehicles and other equipment to support this purpose.
Fund 503 Equipment Replacement Fund	The Equipment Replacement Fund is used to account for the future replacement of all City assets, including purchased vehicles, computer equipment, furniture, buildings, other equipment, etc. An annual allocation is charged to departments for the replacement of vehicles and other equipment.
Fund 505 Unemployment Fund	An annual allocation is made to this fund in lieu of making contributions to the state unemployment insurance.
	Agency Fund
	Used to account for assets held by a government as an agent for individuals, private organizations, other government agencies and/or other funds.
Fund 651 Northshore / Shoreline Community Network	The city provides fiscal agency services through an interlocal agreement to the Northshore/Shoreline Community Network. The network's Executive Board retains complete control over the day-to-day administrative activities. This fund is custodial in nature and does not involve the measurement of results of operations. Therefore, the City does not appropriate a budget for this fund.



All Funds Historical Revenue/Expenditure Summary

	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Proposed Budget	2018 Proposed Budget vs. 2017 Current Budget
RESOURCES						
Beginning Fund Balance	**$ 34,650,550**	**$ 34,091,543**	**$ 41,340,982**	**$ 38,959,694**	**$ 31,657,994**	**$ (9,682,988)**
Revenues & Transfers-In						
General Fund **(Major Fund)**	$ 36,483,221	$ 38,855,849	$ 42,872,154	$ 42,662,063	$ 43,750,293	878,139
Street Fund	1,456,902	1,491,049	1,521,225	1,511,327	1,788,077	266,852
Revenue Stabilzation Fund	-	-	-	-	-	-
Property Tax Equalization Fund	2,117	6,139	-	-	-	-
Code Abatement Fund	-	30,215	80,550	207,098	80,550	-
State Drug Enforcement Forfeiture Fund	18,698	33,424	18,243	418,140	18,243	-
Federal Drug Enforcement Forfeiture Fund	15,823	15,575	13,200	13,200	13,000	(200)
Federal Criminal Forfeiture Fund	1,011,071	9,705	201,500	201,500	-	(201,500)
Public Art Fund	4,111	221,785	8,000	5,000	5,000	(3,000)
2006 Unltd. General Obligation Bond Fund	1,704,720	1,719,990	1,700,000	1,705,996	1,697,925	(2,075)
2009 Ltd. General Obligation Bond Fund	1,664,183	1,657,951	1,662,817	1,662,817	1,661,417	(1,400)
2013 Ltd. General Obligation Bond Fund	260,823	260,438	260,948	260,948	260,635	(313)
Transportation Impact Fees Fund	254,780	946,285	200,000	200,000	200,000	-
Park Impact Fees Fund	-	-	-	-	50,000	50,000
General Capital Fund **(Major Fund)**	2,097,217	3,418,998	6,615,365	7,256,385	3,296,260	(3,319,105)
City Facility -Major Maintenance Fund	174,356	782,663	124,044	124,044	124,915	871
Roads Capital Fund **(Major Fund)**	15,848,031	7,418,637	15,290,734	11,696,387	9,874,075	(5,416,659)
Surface Water Utility Fund **(Major Fund)**	3,888,525	6,237,265	4,697,023	4,184,519	10,257,415	5,560,392
Wastewater Utility Fund **(Major Fund)**	-	-	15,728,683	441,904	2,297,901	(13,430,782)
Vehicle Operations Fund	220,501	257,665	438,123	438,123	503,786	65,663
Equipment Replacement Fund	329,292	603,993	443,487	443,487	572,620	129,133
Unemployment Fund	134	385	-	-	-	-
Total Revenues & Transfers-In	**$ 65,434,505**	**$ 63,968,011**	**$ 91,876,096**	**$ 73,432,938**	**$ 76,452,112**	**$ (15,423,984)**
Total Resources	**$ 100,085,056**	**$ 98,059,554**	**$ 133,217,078**	**$ 112,392,632**	**$ 108,110,106**	**$ (25,106,972)**
USES						
Expenditures & Transfers Out						
General Fund **(Major Fund)**	$ 36,079,628	$ 38,252,539	$ 48,190,359	$ 44,138,314	$ 46,500,862	(1,689,497)
Street Fund	1,388,053	1,508,989	1,721,485	1,701,382	2,376,815	655,330
Revenue Stabilzation Fund	-	-	-	-	-	-
Property Tax Equalization Fund	-	691,313	500,799	506,938	-	(500,799)
Code Abatement Fund	10,630	27,246	100,000	100,000	130,000	30,000
State Drug Enforcement Forfeiture Fund	12,112	31,232	214,043	613,940	18,243	(195,800)
Federal Drug Enforcement Forfeiture Fund	4,930	5,982	300,397	300,397	13,000	(287,397)
Federal Criminal Forfeiture Fund	177,062	1,771,131	803,220	1,038,818	-	(803,220)
Public Art Fund	54,225	47,323	96,203	67,176	195,246	99,043
2006 Unltd. General Obligation Bond Fund	1,709,654	1,740,901	1,710,375	1,705,971	1,697,925	(12,450)
2009 Ltd. General Obligation Bond Fund	1,662,024	1,661,867	1,662,817	1,662,817	1,661,417	(1,400)
2013 Ltd. General Obligation Bond Fund	260,586	260,608	260,948	260,948	260,635	(313)
Transportation Impact Fees Fund	-	-	221,400	-	221,400	-
Park Impact Fees Fund	-	-	-	-	50,000	50,000
General Capital Fund	1,833,614	3,365,020	9,147,892	8,272,419	5,187,668	(3,960,224)
City Facility -Major Maintenance Fund	318,576	777,178	96,000	103,931	153,213	57,213
Roads Capital Fund **(Major Fund)**	17,601,641	3,720,118	17,897,364	12,812,122	11,130,166	(6,767,198)
Surface Water Utility Fund	4,576,992	4,868,224	6,241,652	5,850,151	6,925,565	683,913
Wastewater Utility Fund	-	-	18,109,971	441,904	2,297,901	(15,812,070)
Vehicle Operations Fund	186,360	185,543	453,123	438,123	772,302	319,179
Equipment Replacement Fund	116,270	182,346	701,787	701,787	328,836	(372,951)
Unemployment Fund	1,156	2,300	17,500	17,500	17,500	-
Total Expenditures & Transfers Out	**$ 65,993,512**	**$ 59,099,861**	**$ 108,447,335**	**$ 80,734,638**	**$ 79,938,694**	**$ (28,508,641)**
Ending Fund Balance	**$ 34,091,543**	**$ 38,959,694**	**$ 24,769,743**	**$ 31,657,994**	**$ 28,171,412**	**$ 3,401,669**
Total Uses	**$ 100,085,056**	**$ 98,059,554**	**$ 133,217,078**	**$ 112,392,632**	**$ 108,110,106**	**$ (25,106,972)**

General Fund (001) Summary

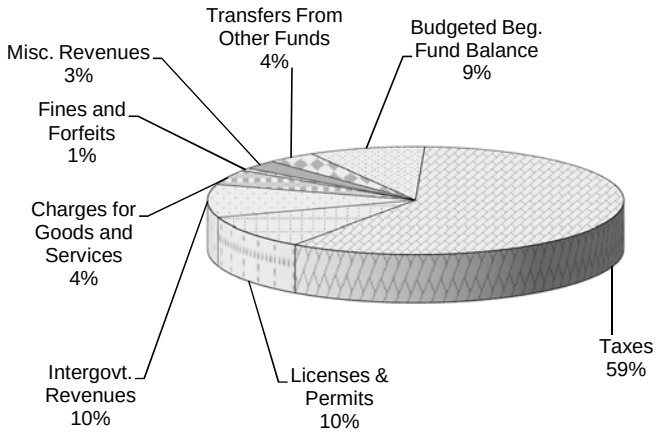
The General Fund is used to pay the expenses and liabilities of the City associated with general service functions that are not budgeted in special revenue funds. The primary sources of revenue are general purpose State and local taxes.

Department: Various
Program:

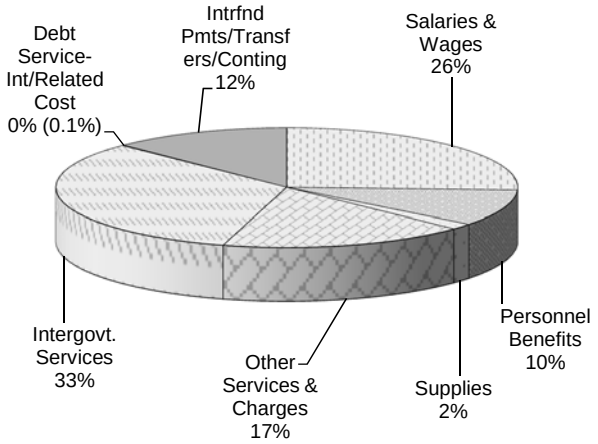
	2014 Actual	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Proposed Budget	2018 Proposed Budget vs. 2017 Current Budget	Percent Change
Beginning Fund Balance	**$ 11,276,225**	**$ 11,863,007**	**$ 12,266,600**	**$ 12,869,910**	**$ 12,869,910**	**$ 11,393,659**	**$(1,476,251)**	**(11%)**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ 7,118,073	$ -	$ 4,348,470	$ (2,769,603)	(39%)
Taxes	24,567,487	25,218,674	25,760,945	27,777,170	27,690,473	28,418,111	640,941	2%
Licenses & Permits	3,799,280	3,990,852	4,391,074	4,126,299	4,441,825	4,820,117	693,818	17%
Intergovt. Revenues	3,066,342	2,977,014	3,500,370	5,126,806	4,818,134	4,778,612	(348,194)	(7%)
Charges for Goods and Service	2,157,490	2,102,961	1,814,904	2,254,084	2,177,113	2,196,620	(57,464)	(3%)
Fines and Forfeits	422,263	454,394	384,847	454,050	375,875	404,000	(50,050)	(11%)
Misc. Revenues	1,012,837	758,277	1,289,851	1,458,437	1,477,196	1,299,438	(158,999)	(11%)
Total Revenue	$ 35,025,699	$ 35,502,172	$ 37,141,991	$ 48,314,919	$ 40,980,616	$ 46,265,368	$ (2,049,551)	(4%)
Proceeds from Street Vacation								
Proceeds from Capital Assets	$ 7,407	35	1,784					
Transfers From Other Funds	979,100	981,014	1,712,074	1,675,308	1,681,447	1,833,395	158,087	9%
Total Funding Sources	$ 36,012,206	$ 36,483,221	$ 38,855,849	$ 49,990,227	$ 42,662,063	$ 48,098,763	$ (1,891,464)	(4%)
Use of Funds								
Salaries & Wages	$ 9,152,001	$ 9,339,697	$ 10,214,903	$ 11,401,888	$ 11,231,930	$ 11,965,335	$ 563,447	5%
Personnel Benefits	3,258,113	3,517,422	3,636,415	4,232,919	4,144,230	4,581,541	348,622	8%
Supplies	727,230	665,467	951,099	1,505,100	1,489,436	731,368	(773,732)	(51%)
Other Services & Charges	5,798,176	5,998,969	6,351,798	9,536,197	8,894,522	8,032,553	(1,503,644)	(16%)
Intergovt. Services	13,680,805	13,956,020	13,600,807	14,926,465	14,467,507	15,314,737	388,272	3%
Capital Outlays	46,073	357,134	90,723	46,950	50,194	63,744	16,794	36%
Debt Service-Int/Related Cost	20	410	1,639	-	-	-	-	0%
Intrfnd Pmts/Transfers/Conting	2,763,006	2,244,509	3,405,155	6,540,840	3,860,495	5,811,584	(729,256)	(11%)
Total Expenditures	$ 35,425,424	$ 36,079,628	$ 38,252,539	$ 48,190,359	$ 44,138,314	$ 46,500,862	$ (1,689,497)	(4%)
Ending Fund Balance	**$ 11,863,007**	**$ 12,266,600**	**$ 12,869,910**	**$ 7,551,705**	**$ 11,393,659**	**$ 8,643,090**	**$ 1,091,385**	**14%**
Total FTE's	**115.13**	**117.18**	**125.01**	**126.64**	**126.64**	**133.37**	**6.73**	**5%**

The 2018 ending fund balance is $2,750,569 less than the projected 2017 ending fund balance. The 2018 proposed budget projects a surplus totaling $1,597,901. Available fund balance totaling $4,348,470 will be used for the Operating Contingency of $838,338, the Insurance Reserve of $255,000, one-time CIP support of $2,201,505, and one-time supplemental requests totaling $1,053,627 as detailed in the Transmittal Letter.

2018 Funding Sources



2018 Use of Funds



Street Fund (101) Summary

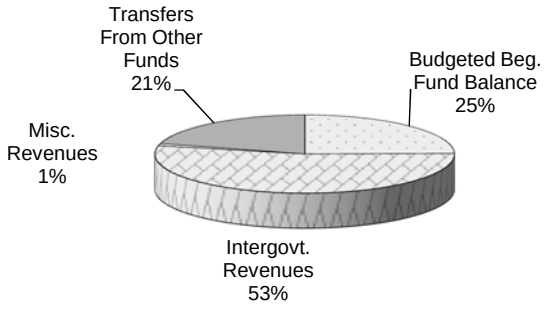
The Street Fund provides support for street Fuel tax is the major source of revenue. Funds are transferred from the General Fund to subsidize the Street Operations .

Department: Public Works
Programs: Street Operations

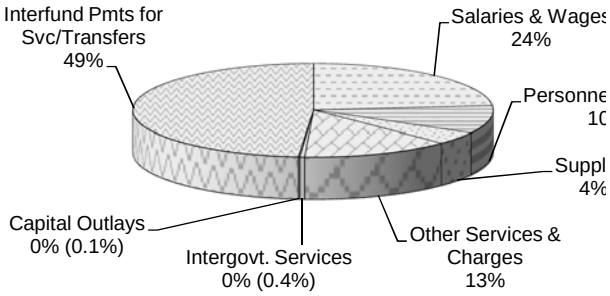
	2014 Actual	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Proposed Budget	2018 Proposed Budget vs. 2017 Current Budget	Percent Change
Beginnning Fund Balance	**$ 901,854**	**$ 992,808**	**$ 1,061,657**	**$ 1,043,717**	**$ 1,043,717**	**$ 853,662**	**$ (190,055)**	**(18%)**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ 200,260	$ -	$ 588,738	$ 388,478	194%
Licenses & Permits	-	-	-	-	-	-	-	0%
Intergovt. Revenues	1,107,076	1,137,676	1,232,256	1,254,322	1,244,424	1,273,537	19,215	2%
Charges for Goods and Services	-	-	-	-	-	-	-	0%
Fines and Forfeits	483	33	11	-	-	-	-	0%
Misc. Revenues	15,271	20,847	14,154	22,500	22,500	22,500	-	0%
Total Revenue	$ 1,122,830	$ 1,158,556	$ 1,246,421	$ 1,477,082	$ 1,266,924	$ 1,884,775	$ 407,693	28%
Transfers From Other Funds	715,722	298,346	244,628	244,403	244,403	492,040	247,637	101%
Total Funding Sources	$ 1,838,552	$ 1,456,902	$ 1,491,049	$ 1,721,485	$ 1,511,327	$ 2,376,815	$ 655,330	38%
Use of Funds								
Salaries & Wages	$ 413,739	$ 439,586	$ 432,555	$ 527,659	$ 514,061	$ 558,726	$ 31,067	6%
Personnel Benefits	167,444	184,437	184,858	230,617	224,112	227,768	(2,849)	(1%)
Supplies	105,051	82,192	85,865	83,150	83,150	104,450	21,300	26%
Other Services & Charges	262,001	257,238	220,409	316,076	316,076	316,186	110	0%
Intergovt. Services	224,688	9,527	619	32,500	32,500	10,000	(22,500)	(69%)
Capital Outlays	121,692	22,586	42,231	5,257	5,257	3,351	(1,906)	(36%)
Interfund Pmts for Svc/Transfers	452,983	392,487	542,452	526,226	526,226	1,156,334	630,108	120%
Total Expenditures	$ 1,747,598	$ 1,388,053	$ 1,508,989	$ 1,721,485	$ 1,701,382	$ 2,376,815	$ 655,330	38%
Ending Fund Balance	**$ 992,808**	**$ 1,061,657**	**$ 1,043,717**	**$ 843,457**	**$ 853,662**	**$ 264,924**	**$ (578,533)**	**(69%)**
Total FTE's	**6.99**	**6.89**	**6.54**	**6.54**	**6.54**	**6.50**	**(0.04)**	**(1%)**

The 2018 ending fund balance is $588,738 less than the projected 2017 ending fund balance. A total of $575,818 of accumulated funds from prior years will be transferred to the General Fund and set-aside in reserve for a future maintenance facility. In addition, $12,920 is budgeted for one-time supplemental requests.

2018 Funding Sources



2018 Use of Funds



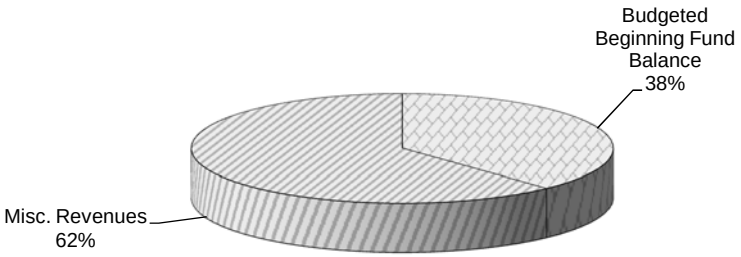
Code Abatement Fund (107) Summary

The Code Abatement Fund provides funding for City code abatement efforts (public nuisances, dangerous buildings, etc.). The costs associated with the abatement will be charged to the owner of the property either as a lien on the property or on the tax bill. Recovered monies would replenish the fund for future abatement efforts. This fund was established in 2002 by a transfer from the General Fund.

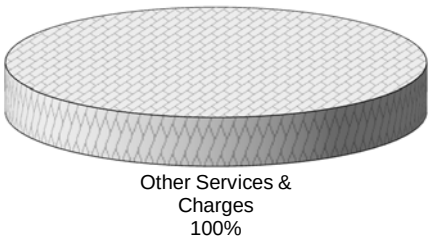
Department: Planning & Community Development
Program: Code Abatement Operations

	2014 Actual	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Proposed Budget	2018 Proposed Budget vs. 2017 Current Budget	Percent Change
Beginning Fund Balance	**$ 173,119**	**$ 175,598**	**$ 164,968**	**$ 167,937**	**$ 167,937**	**$ 275,035**	**$ 107,098**	**64%**
Funding Sources								
Budgeted Beginning Fund Balar	$ -	$ -	$ -	$ 19,450	$ -	$ 49,450	$ 30,000	154%
Fines and Forfeits	3,550	2,857	-	-	6,548	-	-	0%
Misc. Revenues	10,384	(2,857)	30,215	80,550	200,550	80,550	-	0%
Total Revenue	$ 13,934	$ -	$ 30,215	$ 100,000	$ 207,098	$ 130,000	$ 30,000	30%
Other Financing/Transfers In	-	-	-	-	-	-	-	0%
Total Funding Sources	$ 13,934	$ -	$ 30,215	$ 100,000	$ 207,098	$ 130,000	$ 30,000	30%
Use of Funds								
Supplies	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0%
Other Services & Charges	11,455	10,630	27,246	100,000	100,000	130,000	30,000	30%
Intergovernmental Services	-	-	-	-	-	-	-	0%
Total Expenditures	$ 11,455	$ 10,630	$ 27,246	$ 100,000	$ 100,000	$ 130,000	$ 30,000	30%
Ending Fund Balance	**$ 175,598**	**$ 164,968**	**$ 167,937**	**$ 148,487**	**$ 275,035**	**$ 225,585**	**$ 77,098**	**52%**
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0%**

2018 Funding Sources



2018 Use of Funds



State Drug Enforcement Forfeiture Fund (108) Summary

The purpose of the State Drug Enforcement Forfeiture Fund is to account for Satate seizure funds received by the City. The use of these funds is restricted to purchases that will enhance the ability of the City's police to investigate drug related crimes and incidents.

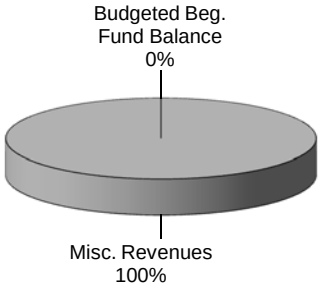
Department: Police
Program: State Seizures

	2014 Actual	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Proposed Budget	2018 Proposed Budget vs. 2017 Current Budget	Percent Change
Beginning Fund Balance	**$ 154,631**	**$ 199,055**	**$ 205,641**	**$ 207,833**	**$ 207,833**	**$ 12,033**	**$ (195,800)**	**(94%)**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ 195,800	$ -	$ -	$ (195,800)	(100%)
Fines & Forfeits	-	-	-	-	-	-	-	0%
Misc. Revenues	57,478	18,698	33,424	18,243	418,140	18,243	-	0%
Total Revenue	$ 57,478	$ 18,698	$ 33,424	$ 214,043	$ 418,140	$ 18,243	$ (195,800)	(91%)
Transfers From Other Funds							-	0%
Total Funding Sources	$ 57,478	$ 18,698	$ 33,424	$ 214,043	$ 418,140	$ 18,243	$ (195,800)	(91%)
Use of Funds								
Salaries & Wages*	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0%
Supplies	-	308	130	3,500	3,500	800	(2,700)	(77%)
Other Services & Charges	13,054	11,804	31,102	543	543	17,443	16,900	3112%
Intergovernmental Services	-	-	-	-	-	-	-	0%
Capital Outlays	-	-	-	15,000	15,000	-	(15,000)	(100%)
Interfund Payments for Service	-	-	-	195,000	594,897	-	(195,000)	(100%)
Total Expenditures	$ 13,054	$ 12,112	$ 31,232	$ 214,043	$ 613,940	$ 18,243	$ (195,800)	(91%)
Ending Fund Balance	**$ 199,055**	**$ 205,641**	**$ 207,833**	**$ 12,033**	**$ 12,033**	**$ 12,033**	**$ -**	**0%**
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0%**

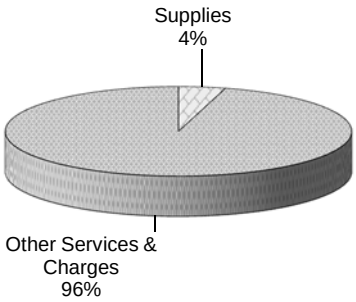
* Salaries and wages expenditures represent Payments for Overtime

The 2018 ending fund balance is not expected to change from the projected 2017 ending fund balance. In 2017, accumulated forfeiture funds, along with additional seizures received in 2017, will be used for a one-time transfer to the General Capital Fund for the Police Station at City Hall project.

2018 Funding Sources



2018 Use of Funds



Public Arts Fund (109) Summary

The Public Arts Fund accounts for the 1% for Arts Program. An amount equal to 1% of annual capital construction is transferred from each capital fund into this fund. Funding will be utilized to support public art projects.

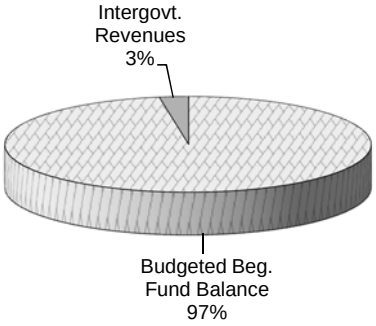
Department: Parks, Recreation, and Cultural Services
Program: Public Arts Administration

	2014 Actual	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Proposed Budget	2018 Proposed Budget vs. 2017 Current Budget	Percent Change
Beginning Fund Balance	**$ 251,803**	**$ 233,524**	**$ 183,410**	**$ 357,872**	**$ 357,872**	**$ 295,696**	**$ (62,176)**	**(17%)**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ 88,203	$ -	$ 190,246	$ 102,043	116%
Intergovt. Revenues	3,500	-	8,000	8,000	5,000	5,000	-	0%
Miscellaneous Revenues	1,222	1,257	914	-	-	-	-	0%
Transfers From Other Funds	9,171	2,854	212,871	-	-	-	-	0%
Total Funding Sources	$ 13,893	$ 4,111	$ 221,785	$ 96,203	$ 5,000	$ 195,246	$ 102,043	106%
Use of Funds								
Salaries & Wages*	$ 8,195	$ 12,381	$ 14,224	$ 20,785	$ 14,006	$ 17,185	$ (3,600)	(17%)
Personnel Benefits	684	1,039	1,373	1,093	5,570	7,061	5,968	546%
Supplies	1,354	642	2,093	11,025	700	1,500	(9,525)	(86%)
Other Services & Charges	21,939	32,130	29,112	30,000	36,100	29,500	(500)	(2%)
Capital Outlays	-	8,033	521	33,300	10,800	140,000	106,700	320%
Interfund Payments for Service	-	-	-	-	-	-	-	0%
Total Expenditures	$ 32,172	$ 54,225	$ 47,323	$ 96,203	$ 67,176	$ 195,246	$ 99,043	103%
Ending Fund Balance	**$ 233,524**	**$ 183,410**	**$ 357,872**	**$ 269,669**	**$ 295,696**	**$ 105,450**	**$ (164,219)**	**(61%)**
Total FTE's	**0.00**	**0.00**	**0.00**	**0.25**	**0.25**	**0.25**	**0.00**	**0%**

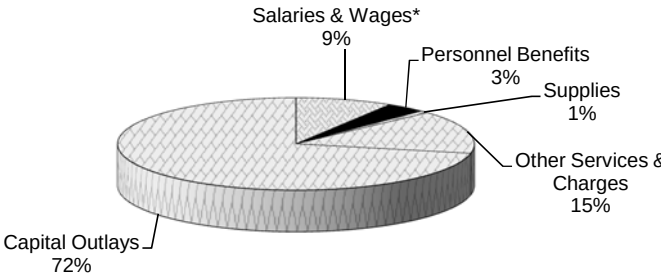
* Salaries and wages expenditures represent Payments for Extra Help staff prior to the conversion to a 0.500 FTE Public Art Coordinator in 2017.

The 2018 ending fund balance is $190,246 less than the projected 2017 ending fund balance. As capital projects have been constructed, funds have been accumulating in this fund. During 2018, work will continue on several public arts projects using the accumulated balance. The 0.500 FTE Public Art Coordinator is funded 50% in the General Fund and 50% in the Public Arts Fund.

2018 Funding Sources



2018 Use of Funds



Federal Drug Enforcement Forfeiture Fund (112) Summary

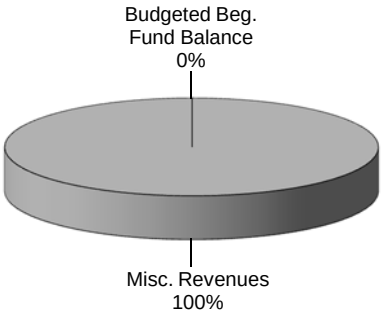
The purpose of the Federal Drug enforcement Forfeiture Fund is to account for Federal seizure funds received by the City. The use of these funds is restricted to purchases that will enhance the ability of the City's police to investigate drug related crimes and incidents.

Department: Police
Program: Federal Seizures

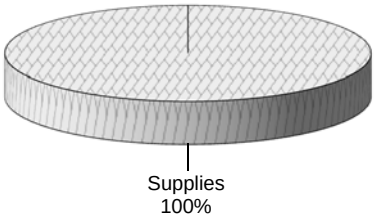
	2014 Actual	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Proposed Budget	2018 Proposed Budget vs. 2017 Current Budget	Percent Change
Beginning Fund Balance	**$ 180,626**	**$ 289,137**	**$ 300,030**	**$ 309,623**	**$ 309,623**	**$ 22,426**	**$ (287,197)**	**(93%)**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ 287,197	$ -	$ -	$ (287,197)	(100%)
Misc. Revenues	114,249	15,823	15,575	13,200	13,200	13,000	(200)	(2%)
Total Revenue	$ 114,249	$ 15,823	$ 15,575	$ 300,397	$ 13,200	$ 13,000	$ (287,397)	(96%)
Transfers From Other Funds	-	-	-	-	-	-	-	0%
Total Funding Sources	$ 114,249	$ 15,823	$ 15,575	$ 300,397	$ 13,200	$ 13,000	$ (287,397)	(96%)
Use of Funds								
Supplies	$ 4,538	$ 4,930	$ 5,613	$ 13,000	$ 13,000	$ 13,000	$ -	0%
Other Services & Charges	1,200	-	369	-	-	-	-	0%
Capital Outlays	-	-	-	45,000	45,000	-	(45,000)	(100%)
Interfund Payments for Service	-	-	-	242,397	242,397	-	(242,397)	(100%)
Total Expenditures	$ 5,738	$ 4,930	$ 5,982	$ 300,397	$ 300,397	$ 13,000	$ (287,397)	(96%)
Ending Fund Balance	**$ 289,137**	**$ 300,030**	**$ 309,623**	**$ 22,426**	**$ 22,426**	**$ 22,426**	**$ -**	**0%**
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0%**

The 2018 ending fund balance is not expected to change from the projected 2017 ending fund balance. In 2017, accumulated forfeiture funds will be used for a one-time transfer to the General Capital Fund for the Police Station at City Hall project and to purchase two "Zero" electric motorcycles.

2018 Funding Sources



2018 Use of Funds



Property Tax Equalization Fund (115) Summary

The purpose of the Property Tax Equalization Fund was to accumulate and disburse proceeds from the City's maintenance and operations levy adopted in 2010 over the six year levy period of 2011 - 2016.

Department: Administrative Services
Program: Reserves

	2014 Actual	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Proposed Budget	2018 Proposed Budget vs. 2017 Current Budget	Percent Change
Beginning Fund Balance	**$1,188,891**	**$ 1,189,995**	**$ 1,192,112**	**$ 506,938**	**$ 506,938**	**$ -**	**$ (506,938)**	**(100%)**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ 500,799	$ -	$ -	$ (500,799)	(100%)
Misc. Revenues	1,104	2,117	6,139	-	-	-	-	0%
Total Revenue	$ 1,104	$ 2,117	$ 6,139	$ 500,799	$ -	$ -	$ (500,799)	(100%)
Transfers From Other Funds	-	-	-	-	-	-	-	0%
Total Funding Sources	$ 1,104	$ 2,117	$ 6,139	$ 500,799	$ -	$ -	$ (500,799)	(100%)
Use of Funds								
Other Services & Charges	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0%
Interfund Payments for Service	-	-	691,313	500,799	506,938	-	(500,799)	(100%)
Total Expenditures	$ -	$ -	$ 691,313	$ 500,799	$ 506,938	$ -	$ (500,799)	(100%)
Ending Fund Balance	**$1,189,995**	**$ 1,192,112**	**$ 506,938**	**$ 6,139**	**$ -**	**$ -**	**$ (6,139)**	**(100%)**
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0%**

In 2017, accumulated funds will be transferred to the General Fund for one-time uses.

2018 Revenue Sources

No revenue will be proposed

2018 Use of Funds

No expenditures will be proposed

Federal Criminal Forfeiture Fund (116) Summary

The purpose of the Federal Criminal Forfeiture Fund is to account for seizure funds received by the City due to staff participation in a federal task force being led by the United States Treasury. The use of these funds is restricted to purchases that will enhance the ability of the City's police to investigate criminal related crimes and incidents.

Department: Police
Program: Federal Seizures

	2014 Actual	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Proposed Budget	2018 Proposed Budget vs. 2017 Current Budget	Percent Change
Beginning Fund Balance	**$1,786,487**	**$ 1,766,235**	**$ 2,600,244**	**$ 838,818**	**$ 838,818**	**$ 1,500**	**$ (837,318)**	**(100%)**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ 601,720	$ -	$ -	$ (601,720)	(100%)
Misc. Revenues	1,653	1,011,071	9,705	201,500	201,500	-	(201,500)	(100%)
Total Revenue	$ 1,653	$ 1,011,071	$ 9,705	$ 803,220	$ 201,500	$ -	$ (803,220)	(100%)
Transfers From Other Funds	-	-	-	-	-	-	-	0%
Total Funding Sources	$ 1,653	$ 1,011,071	$ 9,705	$ 803,220	$ 201,500	$ -	$ (803,220)	(100%)
Use of Funds								
Salaries & Wages	$ -	$ -	$ -	$ -	$ -	$ -	-	0%
Personnel Benefits	-	-	-	-	-	-	-	0%
Supplies	3,588	-	-	-	-	-	-	0%
Other Services & Charges	8,265	-	-	-	-	-	-	0%
Intergovernmental Services	-	-	-	-	-	-	-	0%
Interfund Transfers	10,052	177,062	1,771,131	803,220	1,038,818	-	(803,220)	(100%)
Total Expenditures	$ 21,905	$ 177,062	$ 1,771,131	$ 803,220	$ 1,038,818	$ -	$ (803,220)	(100%)
Ending Fund Balance	**$1,766,235**	**$ 2,600,244**	**$ 838,818**	**$ 237,098**	**$ 1,500**	**$ 1,500**	**$ (235,598)**	**(99%)**
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0%**

The 2018 ending fund balance is not expected to change from the projected 2017 ending fund balance. Accumulated funds will be used for a one-time transfer to the General Capital Fund for the Police Station at City Hall project.

2018 Revenue Sources

No revenue will be proposed

2018 Use of Funds

No expenditures will be proposed

Transportation Impact Fees Fund (117) Summary

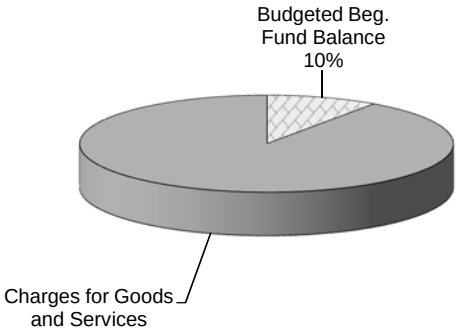
The purpose of the Transportation Impact Fees Fund is to account for the collection and use of transportation impact fees, which became effective on January 1, 2015.

Department: Administrative Services
Program: Reserves

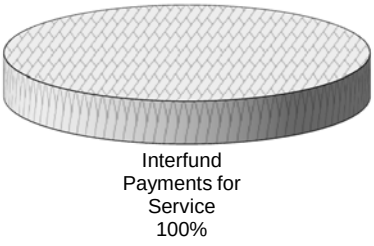
	2014 Actual	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Proposed Budget	2018 Proposed Budget vs. 2017 Current Budget	Percent Change
Beginning Fund Balance	**$ -**	**$ -**	**$ 254,780**	**$ 1,201,065**	**$ 1,201,065**	**$ 1,401,065**	**$ 200,000**	**17%**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ 21,400	$ -	$ 21,400	$ -	0%
Charges for Goods and Service	-	254,629	943,698	200,000	200,000	200,000	-	0%
Miscellaneous Revenue	-	151	2,587	-	-	-	-	0%
Total Revenue	$ -	$ 254,780	$ 946,285	$ 221,400	$ 200,000	$ 221,400	$ -	0%
Transfers From Other Funds	-	-	-	-	-	-	-	0%
Total Funding Sources	$ -	$ 254,780	$ 946,285	$ 221,400	$ 200,000	$ 221,400	$ -	0%
Use of Funds								
Interfund Payments for Service	$ -	$ -	$ -	$ 221,400	$ -	$ 221,400	$ -	0%
Total Expenditures	$ -	$ -	$ -	$ 221,400	$ -	$ 221,400	$ -	0%
Ending Fund Balance	**$ -**	**$ 254,780**	**$ 1,201,065**	**$ 1,179,665**	**$ 1,401,065**	**$ 1,379,665**	**$ 200,000**	**17%**
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0%**

In 2018, funding will be transferred to the Roads Capital Fund as it is used for the N 175th St – Stone Ave N to I5 project.

2018 Funding Sources



2018 Use of Funds



Park Impact Fees Fund (118) Summary

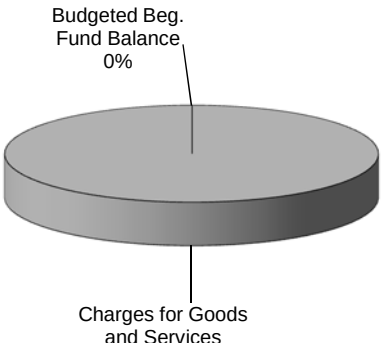
The purpose of the Park Impact Fees Fund is to account for the collection and use of park impact fees, which become effective on January 1, 2018.

Department: Administrative Services
Program: Reserves

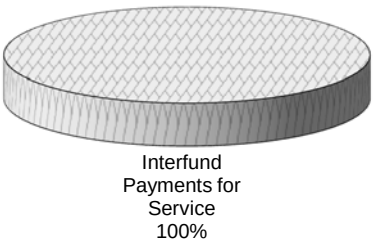
	2014 Actual	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Proposed Budget	2018 Proposed Budget vs. 2017 Current Budget	Percent Change
Beginning Fund Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**0%**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0%
Charges for Goods and Service	-	-	-	-	-	50,000	50,000	0%
Miscellaneous Revenue	-	-	-	-	-	-	-	0%
Total Revenue	$ -	$ -	$ -	$ -	$ -	$ 50,000	$ 50,000	0%
Transfers From Other Funds	-	-	-	-	-	-	-	0%
Total Funding Sources	$ -	$ -	$ -	$ -	$ -	$ 50,000	$ 50,000	0%
Use of Funds								
Interfund Payments for Service	$ -	$ -	$ -	$ -	$ -	$ 50,000	$ 50,000	0%
Total Expenditures	$ -	$ -	$ -	$ -	$ -	$ 50,000	$ 50,000	0%
Ending Fund Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**0%**
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0%**

In 2018, funding will be transferred to the General Capital Fund as it is used for the Outdoor Multi-Use Sport Court.

2018 Funding Sources



2018 Use of Funds



Revenue Stabilization Fund (190) Summary

The Revenue Stabilization Fund was created in late 2007 as an outcome of the revised reserve policy adopted by the City Council earlier in 2007. The Revenue Stabilization Fund will accumulate a reserve equal to thirty percent (30%) of annual economically sensitive revenues within the City's operating budget to cover revenue shortfalls resulting from unexpected economic changes or recessionary periods. The minimum reserve level to meet this requirement for 2016 is approximately $4.977 million Investment interest from these funds will be allocated to the General Fund.

Department: Administrative Services
Program: Reserves

	2014 Actual	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Proposed Budget	2018 Proposed Budget vs. 2017 Current Budget	Percent Change
Beginning Fund Balance	**$ 5,150,777**	**$ 5,150,777**	**$ 5,150,777**	**$ 5,150,777**	**$ 5,150,777**	**$ 5,150,777**	**$ -**	**0%**
Funding Sources								
Budgeted Beginning Fund Balar	$ -	$ -	$ -	$ -	$ -	$ -	$ -	**0%**
Miscellaneous Revenues	-	-	-	-	-	-	-	0%
Total Revenue	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0%
Transfers From Other Funds	-	-	-	-	-	-	-	0%
Total Funding Sources	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0%
Use of Funds								
Salaries & Wages								
Personnel Benefits								
Supplies								
Other Services & Charges								
Transfers to Other Funds	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0%
Total Expenditures	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0%
Ending Fund Balance	**$ 5,150,777**	**$ 5,150,777**	**$ 5,150,777**	**$ 5,150,777**	**$ 5,150,777**	**$ 5,150,777**	**$ -**	**0%**
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0%**

2018 Revenue Sources

No revenue will be proposed

2018 Use of Funds

No expenditures will be proposed

General Obligation Bond Fund (201)

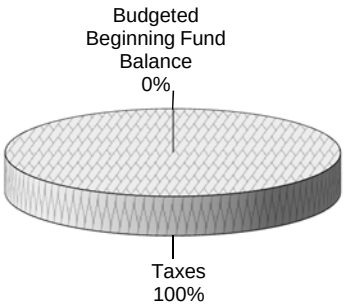
This fund is used to record the property tax revenues and debt service payments related to the 2006 General Obligation bonds issued to fund open space acquisitions and park improvements.

Department: Debt Services Department
Program: Unlimited Tax GO Bond

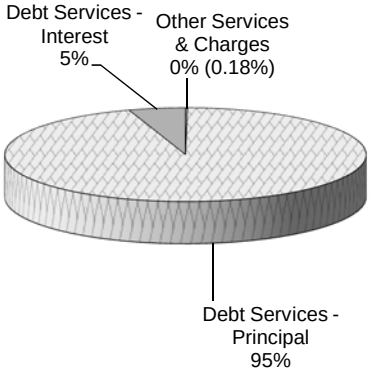
	2014 Actual	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Proposed Budget	2018 Proposed Budget vs. 2017 Current Budget	Percent Change
Beginning Fund Balance	**$ 38,718**	**$ 30,140**	**$ 25,206**	**$ 4,295**	**$ 4,295**	**$ 4,320**	**$ 25**	**1%**
Funding Sources								
Budgeted Beginning Fund Balar	$ -	$ -	$ -	$ 10,375	$ -	$ -	$ (10,375)	(100%)
Taxes	1,697,774	1,704,720	1,688,963	1,700,000	1,695,996	1,697,925	(2,075)	(0%)
Miscellaneous Revenues	-	-	-	-	-	-	-	0%
Total Revenue	$ 1,697,774	$ 1,704,720	$ 1,688,963	$ 1,710,375	$ 1,695,996	$ 1,697,925	$ (12,450)	(1%)
Transfers from Other Funds	-	-	-	-	-	-	-	0%
Other Financing Sources	-	-	31,027	-	10,000	-	-	0%
Total Funding Sources	$ 1,697,774	$ 1,704,720	$ 1,719,990	$ 1,710,375	$ 1,705,996	$ 1,697,925	$ (12,450)	(1%)
Use of Funds								
Other Services & Charges	$ 302	$ 479	$ 3,126	$ 3,000	$ 3,000	$ 3,000	$ -	0%
Debt Services - Principal	1,250,000	1,300,000	1,345,000	1,345,000	1,601,000	1,609,000	264,000	20%
Debt Services - Interest	456,050	409,175	392,775	362,375	101,971	85,925	(276,450)	(76%)
Total Expenditures	$ 1,706,352	$ 1,709,654	$ 1,740,901	$ 1,710,375	$ 1,705,971	$ 1,697,925	$ (12,450)	(1%)
Ending Fund Balance	**$ 30,140**	**$ 25,206**	**$ 4,295**	**$ (6,080)**	**$ 4,320**	**$ 4,320**	**$ 10,400**	**(171%)**
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0%**

The 2018 ending fund balance is not expected to change from the projected 2017 ending fund balance. The 2016 and 2017 levies totaled $1.7 million each. The 2016 levy generated significantly less than that amount and the 2017 levy will be less due to a mistake by the King County Assessor's Office levying tax on City-owned properties. As a result, the General Fund may be providing a $10,000 infusion to cover the shortfalls but, according to the King County Assessor's Office, the 2018 levy should be able to re-levy the 2017 amount that was not able to be levied.

2018 Funding Sources



2018 Use of Funds



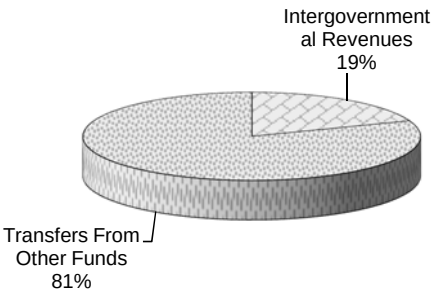
Limited Tax General Obligation Bond Fund (211)

This fund is used to record the principal and debt service payments related to the 2009 Limited Tax General Obligation bonds issued to fund the acquisition of the new City Hall.

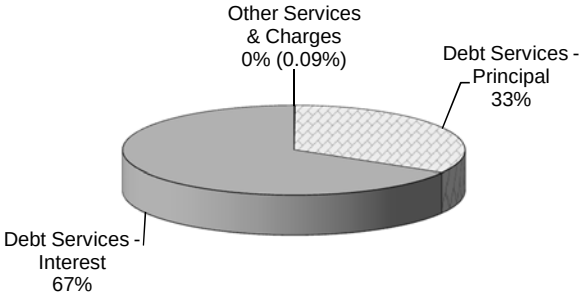
Department: Debt Services Department
Program: Limited Tax GO Bond

	2014 Actual	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Proposed Budget	2018 Proposed Budget vs. 2017 Current Budget	Percent Change
Beginning Fund Balance	**$ 302**	**$ 1,798**	**$ 3,957**	**$ 41**	**$ 41**	**$ 41**	**$ -**	**0%**
Funding Sources								
Budgeted Beginning Fund Balance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0%
Intergovernmental Revenues	358,359	359,130	359,904	353,254	353,254	320,000	(33,254)	(9%)
Miscellaneous Revenues	-	2	-	-	-	-	-	0%
Total Revenue	$ 358,359	$ 359,132	$ 359,904	$ 353,254	$ 353,254	$ 320,000	$ (33,254)	(9%)
Transfers From Other Funds	1,304,208	1,305,051	1,298,047	1,309,563	1,309,563	1,341,417	31,854	2%
Total Funding Sources	$ 1,662,567	$ 1,664,183	$ 1,657,951	$ 1,662,817	$ 1,662,817	$ 1,661,417	$ (1,400)	(0%)
Use of Funds								
Other Services & Charges	$ 954	$ 1,307	$ 950	$ 1,500	$ 1,500	$ 1,500	-	0%
Debt Services - Principal	480,000	495,000	515,000	535,000	535,000	555,000	20,000	4%
Debt Services - Interest	1,180,117	1,165,717	1,145,917	1,126,317	1,126,317	1,104,917	$ (21,400)	(2%)
Total Expenditures	$ 1,661,071	$ 1,662,024	$ 1,661,867	$ 1,662,817	$ 1,662,817	$ 1,661,417	$ (1,400)	(0%)
Ending Fund Balance	**$ 1,798**	**$ 3,957**	**$ 41**	**$ 41**	**$ 41**	**$ 41**	**$ -**	**0%**
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0%**

2018 Funding Sources



2018 Use of Funds



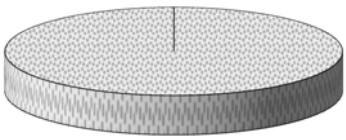
Limited Tax General Obligation Bond Fund (221)

This fund is used to record the principal and debt service payments related to the 2013 Limited Tax General Obligation bonds issued to fund the acquisition of the City Maintenance Facility.

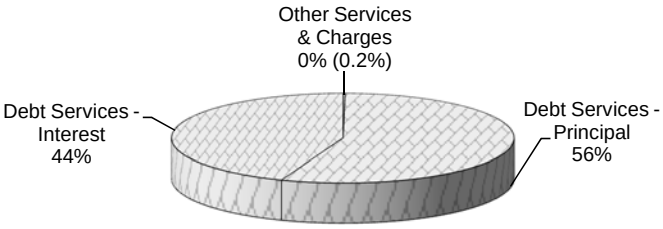
Department: Debt Services Department
Program: Limited Tax GO Bond

	2014 Actual	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Proposed Budget	2018 Proposed Budget vs. 2017 Current Budget	Percent Change
Beginning Fund Balance	**$ -**	**$ -**	**$ 237**	**$ 67**	**$ 67**	**$ 67**	**$ -**	**0%**
Funding Sources								
Budgeted Beginning Fund Balance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0%
Intergovernmental Revenues	-	-	-	-	-	-	-	0%
Miscellaneous Revenues	-	-	-	-	-	-	-	0%
Total Revenue	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0%
Transfers From Other Funds	260,823	260,823	260,438	260,948	260,948	260,635	(313)	(0%)
Total Funding Sources	$ 260,823	$ 260,823	$ 260,438	$ 260,948	$ 260,948	$ 260,635	$ (313)	(0%)
Use of Funds								
Other Services & Charges	$ -	$ 273	$ 170	$ 510	$ 510	$ 510	-	0%
Debt Services - Principal	90,000	130,000	135,000	135,000	135,000	145,000	10,000	7%
Debt Services - Interest	170,823	130,313	125,438	125,438	125,438	115,125	$ (10,313)	(8%)
Total Expenditures	$ 260,823	$ 260,586	$ 260,608	$ 260,948	$ 260,948	$ 260,635	$ (313)	(0%)
Ending Fund Balance	**$ -**	**$ 237**	**$ 67**	**$ 67**	**$ 67**	**$ 67**	**$ -**	**0%**
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0%**

2018 Funding Sources



2018 Use of Funds



General Capital Fund (301) Summary

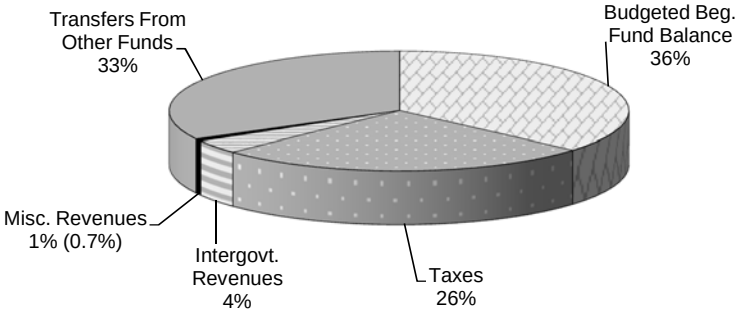
The General Capital Fund receives resources that are designated specifically for capital purposes. The primary ongoing dedicated resource is real estate excise tax (REET). Other revenue sources include General Fund support and dedicated project grants. Projects in the General Capital Fund are divided into three major categories: facilities projects, parks projects and open space projects. For a complete discussion of this fund refer to the Capital Improvement Program section of this document.

Department: Public Works
Programs: General Capital Engineering
General Capital Projects

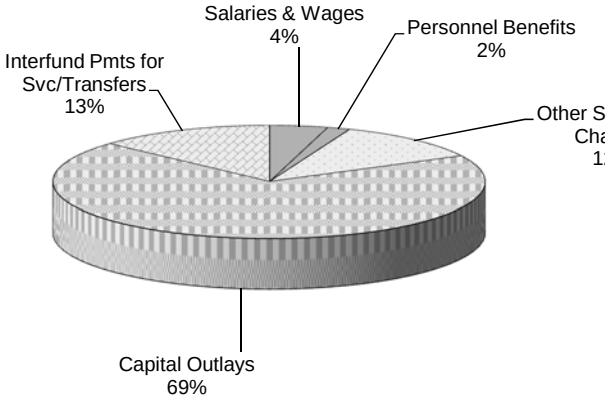
	2014 Actual	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Proposed Budget	2018 Proposed Budget vs. 2017 Current Budget	Percent Change
Beginning Fund Balance	**$ 3,053,637**	**$ 2,690,075**	**$ 2,953,678**	**$ 3,007,656**	**$ 3,007,656**	**$ 1,991,622**	**$ (1,016,034)**	**(34%)**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ 2,532,527	$ -	$ 1,891,408	$ (641,119)	(25%)
Taxes	965,597	1,468,014	1,272,745	1,195,965	1,693,142	1,368,768	172,803	14%
Intergovt. Revenues	263,913	161,804	141,460	380,000	424,138	190,000	(190,000)	(50%)
Misc. Revenues	27,435	70,337	39,793	35,987	200,197	35,987	-	0%
Total Revenue	$ 1,256,945	$ 1,700,155	$ 1,453,998	$ 4,144,479	$ 2,317,477	$ 3,486,163	$ (658,316)	(16%)
Proceeds from Sale of Capital A	-	-	-	1,800,000	2,100,000	-	(1,800,000)	(100%)
Other Financing	-	-	-	-	-	-	-	0%
Transfers From Other Funds	140,051	397,063	1,965,001	3,203,413	2,838,908	1,701,505	(1,501,908)	(47%)
Total Funding Sources	$ 1,396,996	$ 2,097,217	$ 3,418,998	$ 9,147,892	$ 7,256,385	$ 5,187,668	$ (3,960,224)	(143%)
	$ 1,396,996	$ 2,097,217	$ 3,418,998	$ 6,615,365	$ 7,256,385	$ 3,296,260		
Use of Funds								
Salaries & Wages	$ 124,148	$ 156,814	$ 190,040	$ 221,835	$ 208,539	$ 224,279	$ 2,444	1%
Personnel Benefits	44,669	60,520	68,237	86,798	78,702	87,454	656	1%
Supplies	18,974	8,762	12,022	785	785	785	-	0%
Other Services & Charges	190,597	340,094	786,188	920,239	733,807	591,484	(328,755)	(36%)
Intergovt. Services	658	-	72	-	-	-	-	0%
Capital Outlays	683,114	576,130	1,617,529	7,208,507	6,540,858	3,597,619	(3,610,888)	(50%)
Debt Issuance	-	-	-	-	-	-	-	0%
Interfund Pmts for Svc/Transfer	698,398	691,294	690,932	709,728	709,728	686,047	(23,681)	(3%)
Total Expenditures	$ 1,760,558	$ 1,833,614	$ 3,365,020	$ 9,147,892	$ 8,272,419	$ 5,187,668	$ (3,960,224)	(43%)
Ending Fund Balance	**$ 2,690,075**	**$ 2,953,678**	**$ 3,007,656**	**$ 475,129**	**$ 1,991,622**	**$ 100,214**	**$ (374,915)**	**(79%)**
Total FTE's	**1.10**	**1.50**	**1.79**	**2.45**	**2.45**	**2.38**	**-0.07**	**(3%)**

The 2018 ending fund balance is $1,891,408 less than the projected 2017 ending fund balance. In 2018, funding will be used for the following projects: Parks Repair and Replacement; City Maintenance Facility; Police Station at City Hall; Parks, Recreation and Open Space Plan Implementation; Turf & Lighting Repair and Replacement; and, Parks Facilities Recreation Amenities Plan.

2018 Funding Sources



2018 Use of Funds



City Facility - Major Maintenance Fund (312) Summary

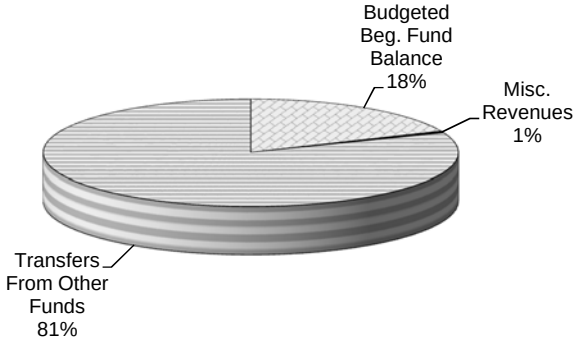
This fund was established in 2005. Projects in this capital fund will include major repairs and replacement of City facilities such as the police station, recreation centers and pool. For a complete discussion of this fund refer to the Capital Improvement Program section of this document.

Department: Administrative Services
Program: Major Maintenance Projects

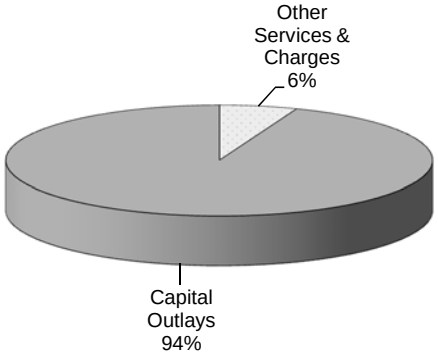
	2014 Actual	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Proposed Budget	2018 Proposed Budget vs. 2017 Current Budget	Percent Change
Beginning Fund Balance	**$ 190,703**	**$ 229,020**	**$ 84,800**	**$ 90,285**	**$ 90,285**	**$ 110,398**	**$ 20,113**	**22%**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ -	$ -	$ 28,298	$ 28,298	0%
Intergovt. Revenues	-	50,000	-	-	-	-	-	0%
Misc. Revenues	191	324	328	12	12	883	871	7258%
Prior Year Adjustments	-	-	-	-	-	-	-	0%
Total Revenue	$ 191	$ 50,324	$ 328	$ 12	$ 12	$ 29,181	$ 29,169	243075%
Transfers From Other Funds	74,032	124,032	782,335	124,032	124,032	124,032	-	0%
Total Funding Sources	$ 74,223	$ 174,356	$ 782,663	$ 124,044	$ 124,044	$ 153,213	$ 29,169	24%
Use of Funds								
Salaries & Wages	$ -	$ 22,364	$ 21,086	$ -	$ 30	$ -	$ -	0%
Personnel Benefits	-	1,337	7,424	-	17	-	-	0%
Supplies	-	-	-	-	-	-	-	0%
Other Services & Charges	13,331	61,610	31,738	-	-	9,000	$ 9,000	0%
Capital Outlays	22,575	222,617	716,930	96,000	103,884	144,213	$ 48,213	50%
Interfund Payments for Service	-	10,648	-	-	-	-	-	0%
Total Expenditures	$ 35,906	$ 318,576	$ 777,178	$ 96,000	$ 103,931	$ 153,213	$ 57,213	60%
Ending Fund Balance	**$ 229,020**	**$ 84,800**	**$ 90,285**	**$ 118,329**	**$ 110,398**	**$ 82,100**	**$ (36,229)**	**(31%)**
Total FTE's	**0.00**	**0.00**	**0.24**	**0.00**	**0.00**	**0.00**	**0.00**	**0%**

The 2018 ending fund balance is $28,298 less than the 2017 projected ending fund balance.

2018 Funding Sources



2018 Use of Funds



Roads Capital Fund (330) Summary

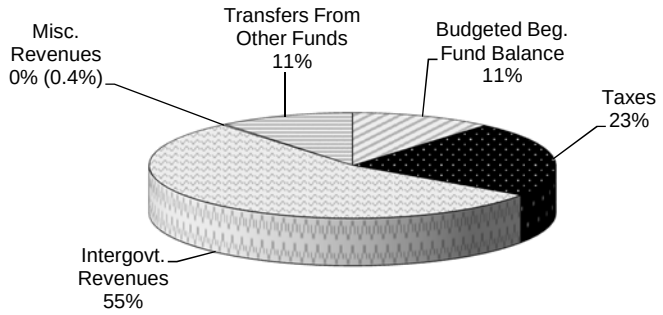
The Roads Capital Fund receives resources that are designated specifically for capital purposes. The primary on-going dedicated resource is real estate excise tax (REET). Other dedicated sources include fuel tax which is collected in the Arterial Street Fund and transferred to this fund and various project grants. Projects in the Roads Capital Fund are divided into three major categories: pedestrian/non-motorized projects, system preservation projects, and safety/operational projects. For a complete discussion of this fund refer to the Capital Improvement Program section of this document.

Department: Public Works
Programs: Roads Capital Engineering
Roads Capital Projects

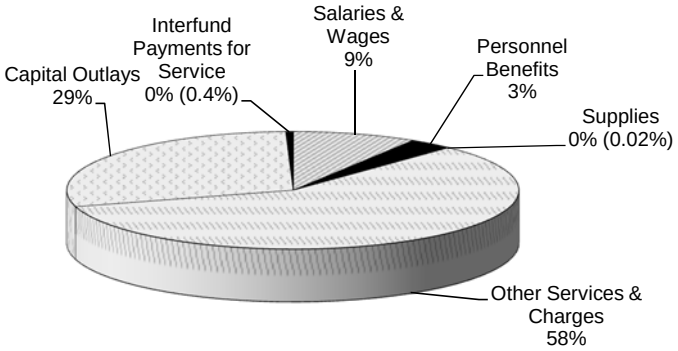
	2014 Actual	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Proposed Budget	2018 Proposed Budget vs. 2017 Current Budget	Percent Change
Beginning Fund Balance	**$ 3,062,432**	**$ 3,937,477**	**$ 2,183,867**	**$ 5,882,386**	**$ 5,882,386**	**$ 4,766,651**	**$ (1,115,735)**	**(19%)**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ 2,606,630	$ -	$ 1,256,091	$ (1,350,539)	(52%)
Taxes	965,597	2,286,031	2,108,394	2,693,324	3,190,501	2,591,048	(102,276)	(4%)
Licenses & Permits	210	245	193	-	-	-	-	0%
Intergovt. Revenues	16,183,400	12,636,728	4,280,214	10,465,919	7,357,609	6,051,362	(4,414,557)	(42%)
Charges for Goods and Service	779,972	-	-	-	-	-	-	0%
Misc. Revenues	2,290	425,027	28,609	61,690	61,690	29,656	(32,034)	(52%)
Prior Year Adjustments	-	-	-	-	-	-	-	0%
Total Revenue	$ 17,931,469	$ 15,348,031	$ 6,417,410	$ 15,827,563	$ 10,609,800	$ 9,928,157	$ (5,899,406)	(37%)
Transfers From Other Funds	743,373	500,000	1,001,227	2,069,801	1,086,587	1,202,009	(867,792)	(42%)
Total Funding Sources	$ 18,674,842	$ 15,848,031	$ 7,418,637	$ 17,897,364	$ 11,696,387	$ 11,130,166	$ (6,767,198)	(38%)
Use of Funds								
Salaries & Wages	$ 451,152	$ 473,229	$ 435,874	$ 867,970	$ 797,998	$ 987,070	$ 119,100	14%
Personnel Benefits	153,396	161,484	151,507	313,148	289,012	353,492	40,344	13%
Supplies	50,151	41,860	41,992	3,050	3,050	3,050	-	0%
Other Services & Charges	2,164,447	2,561,187	963,200	10,920,183	6,898,545	6,497,908	(4,422,275)	(40%)
Intergovt. Services	91,860	103,362	299,026	72,348	72,348	-	(72,348)	(100%)
Capital Outlays	14,838,035	14,200,201	1,549,499	5,654,285	4,684,789	3,229,322	(2,424,963)	(43%)
Debt Service - Interest	1,466	2,503	-	-	-	-	-	0%
Interfund Pmts for Svc/Transfers	49,290	57,815	279,020	66,380	66,380	59,324	(7,056)	(11%)
Total Expenditures	$ 17,799,797	$ 17,601,641	$ 3,720,118	$ 17,897,364	$ 12,812,122	$ 11,130,166	$ (6,767,198)	(38%)
Ending Fund Balance	**$ 3,937,477**	**$ 2,183,867**	**$ 5,882,386**	**$ 3,275,756**	**$ 4,766,651**	**$ 3,510,560**	**$ 234,804**	**7%**
Amount restricted for:								
Grant Matching	*$0*	*$0*	*$0*	*$0*	*$0*	*$127,291*		
Transportation Benefit District	*$0*	*$497,595*	*$1,059,638*	*$392,279*	*$392,279*	*$0*		
Total FTE's	**5.43**	**5.61**	**10.06**	**9.46**	**9.46**	**10.07**	**0.61**	**6%**

The 2018 ending fund balance is $1,256,091 less than the projected 2017 ending fund balance. In 2018, funding will be used for the following projects: Annual Road Surface Maintenance Program; Trail Along the Rail; Curb Ramp, Gutter and Sidewalk Maintenance; Traffic Safety Improvements; Traffic Signal Rehabilitation Program; Transportation Master Plan Update; 145th Corridor - 99 to I-5; Echo Lake Safe Routes to School; Meridian Ave N & N 155th St Signal Improvement; 185th Corridor Study; Richmond Beach Re-Channelization; Westminster & 155th Improvements; 145th & I-5 Interchange; and, 147th/148th Non-Motorized Bridge.
The 2016 ending fund balance includes $1,059,638 of Vehicle License Fees, which is restricted in its use. Of that amount, the 2017 projection and 2018 proposed budget anticipates using $667,359 and $392,279, respectively for the Annual Road Surface Maintenance Program.

2018 Funding Sources



2018 Use of Funds



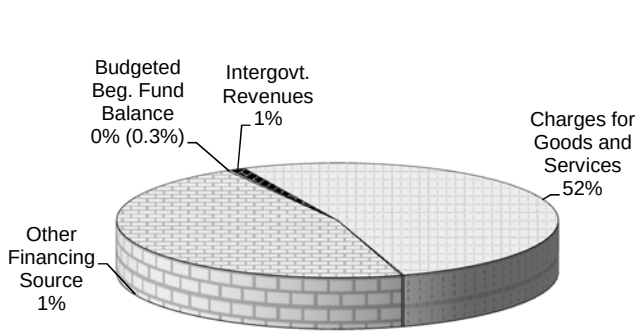
Surface Water Utility Fund (401) Summary

This fund is used to account for all operations and capital improvements related to surface water management and drainage. The City charges property owners an annual surface water fee that is used to fund these activities.

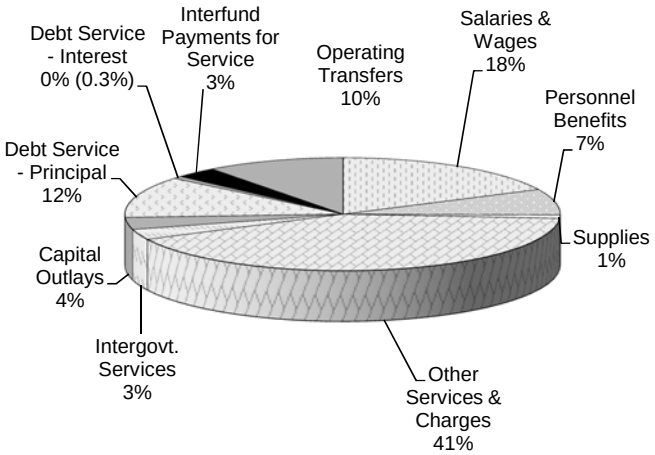
Department: Public Works
Programs: Surface Water Management
Various Surface Water Capital Projects

	2014 Actual	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Proposed Budget	2018 Proposed Budget vs. 2017 Current Budget	Percent Change
Beginning Fund Balance	**3,274,529**	**$ 2,783,455**	**$ 2,094,989**	**$ 3,464,030**	**$ 3,464,030**	**$ 1,798,398**	**$ (1,665,632)**	**(48%)**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ 1,544,629	$ -	$ 30,163	$ (1,514,466)	(98%)
Intergovt. Revenues	324,910	239,943	221,239	410,898	187,544	110,898	(300,000)	(73%)
Charges for Goods and Services	3,528,659	3,617,791	3,980,509	4,244,351	4,219,070	5,363,577	1,119,226	26%
Misc. Revenues	(11,214)	30,792	35,516	41,774	(222,095)	14,451	(27,323)	(65%)
Capital Contributions	-	-	-	-	-	-	-	0%
Total Revenue	$ 3,842,356	$ 3,888,525	$ 4,237,265	$ 6,241,652	$ 4,184,519	$ 5,519,089	$ (722,563)	(12%)
Other Financing Source	-	-	2,000,000	-	-	4,768,489	4,768,489	0%
Total Funding Sources	$ 3,842,356	$ 3,888,525	$ 6,237,265	$ 6,241,652	$ 4,184,519	$ 10,287,578	$ 4,045,926	65%
Use of Funds								
Salaries & Wages	$ 826,044	$ 830,149	$ 952,622	$ 1,059,573	$ 1,032,893	$ 1,232,900	$ 173,327	16%
Personnel Benefits	292,430	320,541	350,309	430,952	417,616	512,443	81,491	19%
Supplies	75,533	65,429	62,959	76,513	76,513	70,613	(5,900)	(8%)
Other Services & Charges	1,098,698	1,149,015	1,521,437	2,702,896	2,172,568	2,869,254	166,358	6%
Intergovt. Services	206,370	195,063	231,477	195,120	195,120	205,692	10,572	5%
Capital Outlays	778,455	873,303	526,945	365,767	578,442	239,163	(126,604)	(35%)
Debt Service - Principal	326,475	326,475	326,475	508,866	440,103	820,136	311,270	61%
Debt Service - Interest	12,243	10,474	44,640	17,956	52,887	48,596	30,640	171%
Interfund Payments for Service	129,461	155,042	209,018	242,057	242,057	216,458	(25,599)	(11%)
Operating Transfers	587,719	651,501	642,343	641,952	641,952	710,310	68,358	11%
Total Expenditures	$ 4,333,429	$ 4,576,992	$ 4,868,224	$ 6,241,652	$ 5,850,151	$ 6,925,565	$ 683,913	11%
Ending Fund Balance	**$ 2,783,455**	**$ 2,094,989**	**$ 3,464,030**	**$ 1,919,401**	**$ 1,798,398**	**$ 5,130,248**	**$ 3,210,847**	**167%**
Total FTE's	**13.70**	**12.55**	**12.62**	**12.69**	**12.69**	**14.78**	**2.09**	**16%**

2018 Funding Sources



2018 Use of Funds



Wastewater Utility Fund (405) Summary

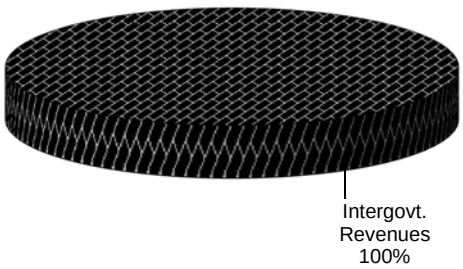
This fund is used to account for all operations related to operation of the Ronald Wastewater District (RWD). The City and Ronald Wastewater District entered into an interlocal agreement that provided for the City's assumption of the RWD by October 23, 2017. An interlocal Operating Service Agreement will be entered into in 2017 where the RWD Board will serve as the governing body of the Utility and retain ownership of real property and responsibility for the Capital Improvement Plan for RWD, and the operations of the utility will be performed by the City with RWD personnel and equipment transferred to the City. RWD will retain all revenues and interlocal agreement costs. The Operating Service Agreement provides that RWD will reimburse the City based on annual budgeted costs with annual reconciliation of direct costs.

Department: Administrative Services and Public Works

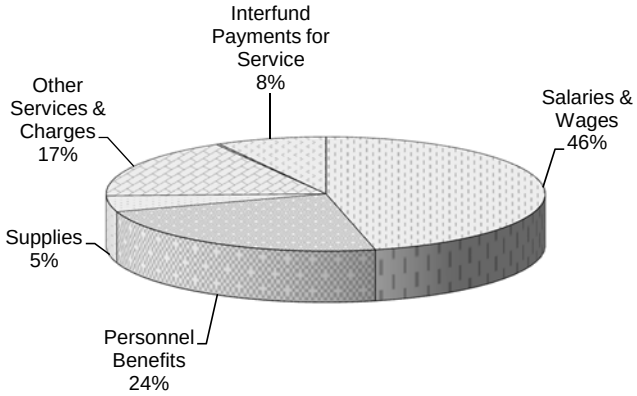
Programs: Wastewater Finance Operations, Wastewater Operations Management, Wastewater Permitting

	2014 Actual	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Proposed Budget	2018 Proposed Budget vs. 2017 Current Budget	Percent Change
Beginning Fund Balance	**0**	**$ -**	**$ -**	**$ 2,381,288**	**$ -**	**$ -**	**N/A**	**N/A**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ 2,381,288	$ -	$ -	$ (2,381,288)	(100%)
Licenses & Permits	-	-	-	36,582	-	-	(36,582)	(100%)
Intergovt. Revenues	-	-	-	-	441,904	2,297,901	2,297,901	0%
Charges for Goods and Services	-	-	-	15,623,998	-	-	(15,623,998)	(100%)
Fines and Forfeits	-	-	-	19,125	-	-		
Misc. Revenues	-	-	-	48,978	-	-	(48,978)	(100%)
Total Revenue	$ -	$ -	$ -	$ 18,109,971	$ 441,904	$ 2,297,901	$ (15,792,945)	(87%)
Other Financing Source	-	-	-	-	-	-	-	0%
Total Funding Sources	$ -	$ -	$ -	$ 18,109,971	$ 441,904	$ 2,297,901	$ (15,792,945)	(87%)
Use of Funds								
Salaries & Wages	$ -	$ -	$ -	$ 1,060,405	$ 205,121	$ 1,066,626	$ 6,221	1%
Personnel Benefits	-	-	-	499,471	103,937	540,476	41,005	8%
Supplies	-	-	-	70,846	19,965	103,821	32,975	47%
Other Services & Charges	-	-	-	3,309,742	76,075	395,585	(2,914,157)	(88%)
Intergovt. Services	-	-	-	11,655,796	1,115	5,800	(11,649,996)	(100%)
Capital Outlays	-	-	-	1,080,000	-	-	(1,080,000)	(100%)
Interfund Payments for Service	-	-	-	96,500	35,691	185,593	89,093	92%
Operating Transfers	-	-	-	337,211	-	-	(337,211)	(100%)
Total Expenditures	$ -	$ -	$ -	$ 18,109,971	$ 441,904	$ 2,297,901	$ (15,812,070)	(87%)
Ending Fund Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**N/A**	**N/A**
Total FTE's	**0.00**	**0.00**	**0.00**	**14.00**	**14.00**	**14.13**	**0.13**	**1%**

2018 Funding Sources



2018 Use of Funds



Vehicle Operations Fund (501) Summary

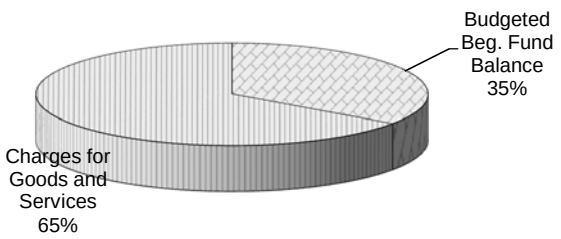
The Vehicle Operations and Maintenance Fund is used to account for the costs of operating and maintaining City vehicles and auxiliary equipment. Departments are assessed an annual charge for the estimated cost of the repair and maintenence of their vehicles along with projected fuel costs.

Department: Administrative Services
Program: Vehicle Operations & Maintenance

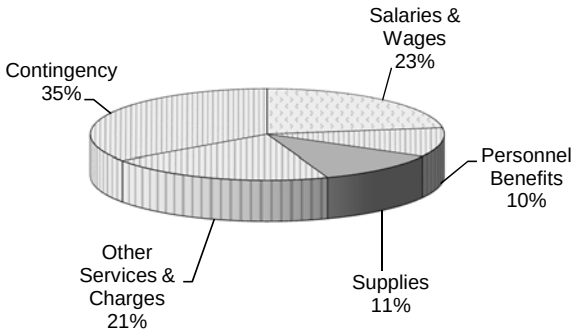
	2014 Actual	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Proposed Budget	2018 Proposed Budget vs. 2017 Current Budget	Percent Change
Beginning Fund Balance	**$ 109,894**	**$ 162,253**	**$ 196,394**	**$ 268,516**	**$ 268,516**	**$ 268,516**	**$ -**	**0%**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ 15,000	$ -	$ 268,516	$ 253,516	1690%
Intergovernmental Revenues	-	-	-	-	-	-	-	0%
Charges for Goods and Service	230,272	220,055	255,965	438,123	438,123	503,786	65,663	15%
Misc. Revenues	171	446	1,700	-	-	-	-	0%
Prior Year Adjustments	-	-	-	-	-	-	-	0%
Total Revenue	$ 230,443	$ 220,501	$ 257,665	$ 453,123	$ 438,123	$ 772,302	$ 319,179	70%
Transfers From Other Funds	-	-	-	-	-	-	-	0%
Total Funding Sources	$ 230,443	$ 220,501	$ 257,665	$ 453,123	$ 438,123	$ 772,302	$ 319,179	70%
Use of Funds								
Salaries & Wages	$ -	$ 19,230	$ 38,273	$ 169,800	$ 170,800	$ 175,872	$ 6,072	4%
Personnel Benefits	-	8,067	12,825	76,988	76,988	79,504	2,516	3%
Supplies	97,477	66,976	68,153	77,803	77,303	87,990	10,187	13%
Other Services & Charges	80,467	91,947	57,723	113,532	113,032	160,420	46,888	41%
Intergovt. Services	140	140	140	-	-	-	-	0%
Capital Outlays	-	-	-	-	-	-	-	0%
Contingency	-	-	8,429	15,000	-	268,516	253,516	1690%
Total Expenditures	$ 178,084	$ 186,360	$ 185,543	$ 453,123	$ 438,123	$ 772,302	$ 319,179	70%
Ending Fund Balance	**$ 162,253**	**$ 196,394**	**$ 268,516**	**$ 253,516**	**$ 268,516**	**$ -**	**$ (253,516)**	**(100%)**
Total FTE's	**0.00**	**0.25**	**0.35**	**2.15**	**2.15**	**2.15**	**0.00**	

The 2018 ending fund balance is $268,516 less than the projected 2017 ending fund balance. The fund balance in this fund has grown beyond the level that is needed to fund a $20,000 contingency. The 2018 proposed budget includes transfers of fund balance to the General, Street, Roads Capital and Surface Water funds of that which the fund has no need. The City Manager intends to set-aside the monies transferred to the General and Street funds in reserve for future improvements to a maintenance facility.

2018 Funding Sources



2018 Use of Funds



Equipment Replacement Fund (503) Summary

The Equipment Replacement Fund is used to account for the future replacement of City property. In the past this fund included the replacement of vehicles, computers, servers and other related equipment. An annual transfer was made from the General Fund to support the replacement of all computer related equipment. In 2014, the replacement of computers, servers, and other related IT equipment began to occur in the General Fund. The fund will be use only for the replacement of vehicles and other non-IT equipment. Based upon the vehicle replacement schedule, departments are assessed an annual charge to cover the anticipated replacement cost for their vehicles.

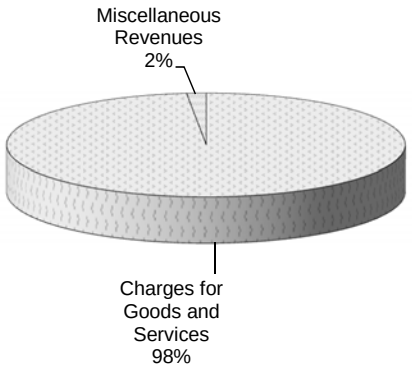
Department:

Programs: Operational Equipment Replacement
Technical

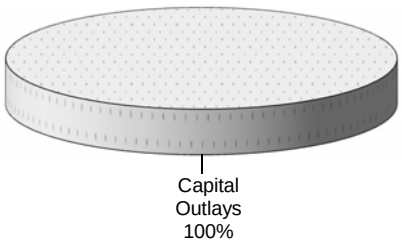
	2014 Actual	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Proposed Budget	2018 Proposed Budget vs. 2017 Current Budget	Percent Change
Beginning Fund Balance	**$ 2,752,010**	**$ 2,877,396**	**$ 3,090,418**	**$ 3,512,065**	**$ 3,512,065**	**$ 3,253,765**	**$ (258,300)**	**(7%)**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ 258,300	$ -	$ -	$ (258,300)	(100%)
Charges for Goods and Service	267,014	290,175	567,730	362,747	362,747	500,997	138,250	38%
Miscellaneous Revenues	5,336	15,546	14,863	8,000	8,000	8,000	-	0%
Prior Year Adjustments	20,000	-	-	-	-	-	-	0%
Total Revenue	$ 292,350	$ 305,721	$ 582,593	$ 629,047	$ 370,747	$ 508,997	$ (120,050)	(19%)
Transfers/Other Fin Sources	-	23,571	21,400	72,740	72,740	63,623	(9,117)	(13%)
Total Funding Sources	$ 292,350	$ 329,292	$ 603,993	$ 701,787	$ 443,487	$ 572,620	$ (129,167)	(18%)
Use of Funds								
Supplies	$ -	$ 294	$ 16,391	$ -	$ -	$ -	$ -	0%
Other Services & Charges	166,964	115,976	165,956	37,378	37,378	43,398	6,020	16%
Capital Outlays	-	-	-	664,409	664,409	285,438	(378,971)	(57%)
Intergovernmental Services	-	-	-	-	-	-	-	0%
Total Expenditures	$ 166,964	$ 116,270	$ 182,346	$ 701,787	$ 701,787	$ 328,836	$ (372,951)	(53%)
Ending Fund Balance	**$ 2,877,396**	**$ 3,090,418**	**$ 3,512,065**	**$ 3,253,765**	**$ 3,253,765**	**$ 3,497,549**	**$ 243,784**	**7%**
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0%**

The 2018 ending fund balance is $243,784 more than the projected 2017 ending fund balance. This funding will be used to support future purchases per the City Vehicle Use policy and equipment replacement schedule.

2018 Funding Sources



2018 Use of Funds



Unemployment Fund (505) Summary

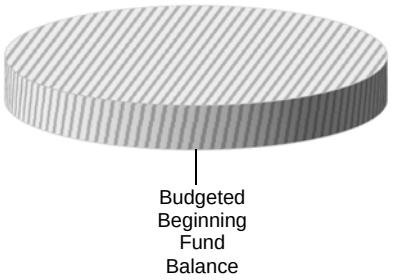
An annual allocation is made to the Unemployment Fund in lieu of making contributions to state unemployment insurance. These funds are used to pay unemployment benefits for qualified City employees that leave City employment.

Department: Administrative Services
Program: Unemployment Administration

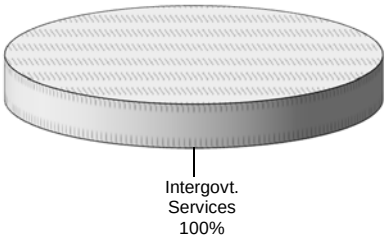
	2014 Actual	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Proposed Budget	2018 Proposed Budget vs. 2017 Current Budget	Percent Change
Beginning Fund Balance	**$ 67,396**	**$ 78,800**	**$ 77,778**	**$ 75,863**	**$ 75,863**	**$ 58,363**	**$ (17,500)**	**(23%)**
Funding Sources								
Budgeted Beginning Fund Balar	$ -	$ -	$ -	$ 17,500	$ -	$ 17,500	$ -	0%
Miscellaneous Revenues	62	134	385	-	-	-	-	0%
Transfers From Other Funds	17,500	-	-	-	-	-	-	0%
Prior Year Adjustments	-	-	-	-	-	-	-	0%
Total Funding Sources	$ 17,562	$ 134	$ 385	$ 17,500	$ -	$ 17,500	$ -	0%
Use of Funds								
Intergovt. Services	$ 6,158	$ 1,156	$ 2,300	$ 17,500	$ 17,500	$ 17,500	$ -	0%
Total Expenditures	$ 6,158	$ 1,156	$ 2,300	$ 17,500	$ 17,500	$ 17,500	$ -	0%
Ending Fund Balance	**$ 78,800**	**$ 77,778**	**$ 75,863**	**$ 58,363**	**$ 58,363**	**$ 40,863**	**$ (17,500)**	**(30%)**
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0%**

The 2018 ending fund balance is $17,500 less than the projected 2017 ending fund balance. For 2018, accumulated fund balance will be used for expenditures instead of a transfer from the General Fund as the current fund balance is equal to approximately three years of average expenditures.

2018 Funding Sources



2018 Use of Funds



CITY OF SHORELINE

CAPITAL IMPROVEMENT PROGRAM

This page has been intentionally left blank.

CAPITAL IMPROVEMENT PLAN
2018 – 2023

INTRODUCTION

READER'S GUIDE TO THE CAPITAL IMPROVEMENT PLAN (CIP)

The Capital Improvement Plan is divided into six sections: Introduction, CIP Summary, General Capital Projects, City Facilities-Major Maintenance Projects, Roads Capital Projects and Surface Water Utility Projects. The following is a brief explanation of the major items included in each section.

Introduction

- Impacts of Growth Management: A brief overview of the impact of the State of Washington's Growth Management Act on the City's capital planning process.
- Capital Planning, Programming and Budget System: Graphical representation of the City's capital planning process.
- Capital Improvement Fund Descriptions: Detailed descriptions of each capital fund.
- Capital Budget Criteria: Criteria used as guidelines during the development of the capital budget.
- Advantages of Capital Planning: Discussion of the advantages provided by the development of a long-range capital plan.
- Capital Improvement Program Plan Policies: Capital policies adopted by the City Council.
- Steps in the Capital Improvement Process: Steps used in the capital planning process.
- Project Phase Definition: A brief description of the three project phases that may occur in each project.
- Capital Project Criteria: A set of criteria used to determine if a project should be included in the Capital Improvement Plan.

Capital Improvement Program Summary

- Capital Projects by Category: Graphic of the distribution of the projects by category.
- Capital Resources by Category: Graphic of all of the resources available to fund the CIP.
- Program Summary: listing of each project within the three capital funds: General Capital, City Facilities – Major Maintenance and Roads Capital. Also, the capital portion of the Surface Water Utility is included.
- Capital Improvement Program Impact Upon Operating Budget: listing the anticipated future annual costs as a result of completion of capital projects.

General Capital, City Facilities, Roads Capital, and Surface Water Utility Projects

- Capital Fund Summary: A summary is included for each capital fund. The summary includes a map highlighting the locations of each project, a list of all projects and their costs, a discussion of the projected current year project costs, a comparison of changes from the prior CIP and list of

significant projects that have been identified in each fund that have not been included in the CIP due to funding constraints.

- Capital Project Detail: A project sheet is included for each capital project included in the CIP. Each sheet may contain the following sections as appropriate:

  - Project Map: The map reflects the location of the project. If the project location is unknown at this time or affects the city in general, a city-wide map has been included.
  - Project Description: A brief description of the project.
  - Service Impact: A brief description of the project's impact on Shoreline citizens or others that use the public facility and any impact to maintenance and operating costs.
  - Project Costs: This spreadsheet displays actual expenditures from prior periods and projected future costs by project phase. It also displays the specific revenue sources used to fund the project. Funding for the Public Art program is displayed. It should be noted that these costs are included in the construction budget of eligible projects. Any impact on the operating budget is also displayed.
  - Revenue Sources: This displays all of the anticipated revenue sources for the project.
  - Project Time Line: The projected timing for each phase of a project is displayed.

Introduction: The Capital Improvement Plan provides a multi-year list of proposed major capital expenditures and associated operating costs for the City. This plan attempts to set funding strategies not only for the current year, but also to project future needs for major construction, land acquisition and equipment needs that improve the cultural environment, capital infrastructure and recreational opportunities for the citizens of Shoreline. Capital expenditures are viewed not only in the context of how much the new project will cost, but also what impact the project will have on the City's operating budget.

Impacts of Growth Management: Capital facilities planning and financing is now subject to the State of Washington Growth Management Act of 1990 (GMA). The GMA requires communities to adopt comprehensive plans designed to guide the orderly development of growth over the next twenty years.

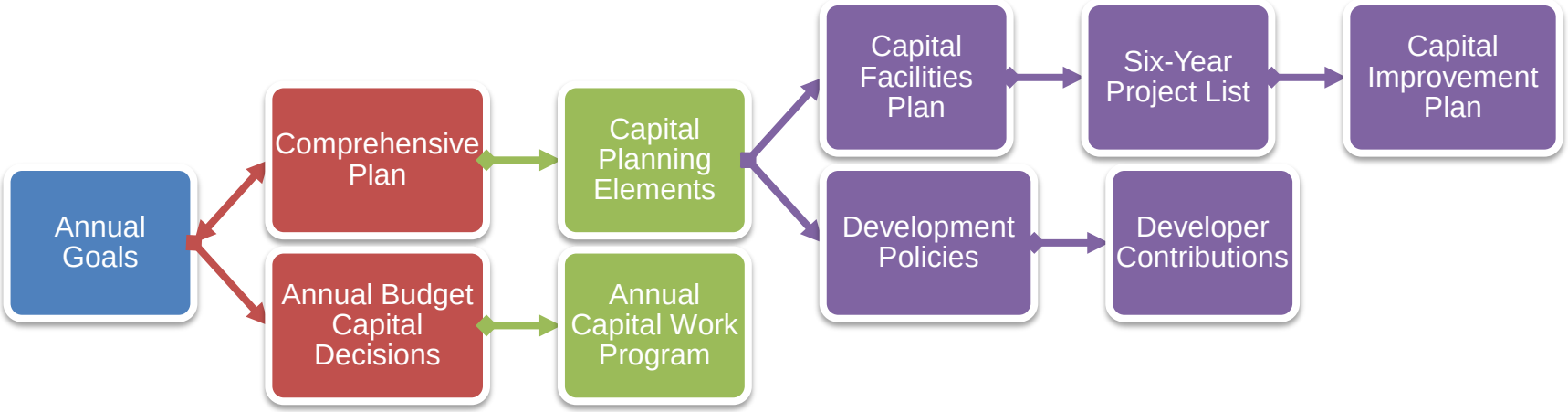
To comply with GMA, the City prepared a comprehensive Capital Facilities Plan (CFP). The CFP provides long range policy guidance for the development of capital improvements. The purpose of a CFP is to identify and coordinate those capital improvements deemed necessary to accommodate orderly growth, set policy direction for capital improvements and ensure that needed capital facilities are provided in a timely manner.

The GMA requires that the CFP contain the following elements:

- An inventory of existing public owned capital facilities showing locations and capacities.
- A forecast of the future needs for such capital facilities.
- The proposed locations and capacities of expanded or new capital facilities.
- A minimum six-year plan that will finance such capital facilities within projected funding capacities and clearly identifies sources of public money for such purposes.
- A requirement to reassess the land-use element if probable funding falls short of meeting existing needs.

Capital facilities are defined as mandatory elements for inclusion in the comprehensive plan.

Capital Planning, Programming and Budget System:



Capital Improvement Fund Descriptions: The City's Capital Improvement Plan includes four capital funds. They are:

- General Capital Fund: In the General Capital Fund projects are categorized as Facilities Projects, Parks Projects, and Open Space Projects. Funding for these projects is primarily a result of the allocation of General Fund support, real estate excise tax (REET), municipal financing, and grants.

- City Facilities – Major Maintenance Fund: In the City Facilities – Major Maintenance fund, projects are categorized as either General Facilities or Parks Facilities. Funding for these projects is provided by an annual transfer of monies from the General Fund.

- Roads Capital Fund: In the Roads Capital fund, projects are categorized as either Repair and Replacement or Capacity Construction. Within those two categories they are subcategorized into Pedestrian/Non-Motorized Projects, System Preservation Projects, or Safety/Operations Projects. Funding for these projects is provided as a result of support from the General Fund, REET, Transportation Impact Fees, Transportation Benefit District (TBD) funding, and federal, state and local grants.

- Surface Water Utility Fund: In the Surface Water Utility Fund, projects are categorized as Capacity Construction, Repair and Replacement or Other. Funding for these projects is provided from an allocation of surface water fees and grants. Any debt, which is used to finance projects, must be repaid by allocating a portion of surface water fees for this purpose.

Capital Budget Criteria: Capital improvement programming and budgeting involves the development of a long-term plan for capital expenditures for the City of Shoreline. Capital expenditures include expenditures for buildings, land, major equipment, and other commodities which are of significant value (greater than $10,000) and have a useful life of at least five years.

The capital improvement plan (CIP) lists each proposed capital item to be undertaken, the year in which it will be started, the amount expected to be expended in each year and the proposed method of financing these expenditures. Based on these details, summaries of capital activity in each year can be prepared as well as summaries of financial requirements such as amounts of general obligation bonds to be issued, amounts of general operation funds required and any anticipated intergovernmental support, etc.

The capital improvement budget is enacted annually based on the capital improvement plan. It encompasses enacting appropriations for the projects in the first year of the capital improvement plan.

Flexibility is built into the capital improvement plan to allow for delay of projects when financing constraints make it impossible to allow for funding of the entire array of projects and to move future projects forward when financial availability makes it possible. The point is that the CIP is required to be updated at a minimum annually to:

- Make any adjustments in future program years when changes occur in funding or cost.

- Add a year of programming to replace the current year funded.

Advantages of Capital Planning: In addition to the Growth Management Act (GMA) which requires communities to establish a long-range capital plan, there are several advantages to the community from capital planning.

- Capital planning facilitates repair or replacement of existing facilities before they fail. Failure is almost always costly, time consuming and more disruptive than planned repair or replacement.

- It focuses the community and City Council's attention to priority goals, needs and capabilities. There are always more needs and competing projects than the available funds. A good capital plan forces the City to consciously set priorities between competing projects and interests. New projects and good ideas can then be ranked against the established project priority array.

- A CIP provides a framework for decisions about community growth and development. Long-range planning for infrastructure needs allows the community to accommodate reasonable growth without being overwhelmed.

- A CIP promotes a more efficient government operation. Coordination of capital projects can reduce scheduling problems and conflicts between several projects. Related projects such as sidewalks, drainage and roads can be planned simultaneously.

- A CIP enhances opportunities for outside financial assistance. Adequate lead-time allows for all avenues of outside grant funding of government agency assistance to be explored.

- A CIP serves as an effective community education tool, which conveys to the public that the City Council has made decisions that affect the future of the City and is guiding the development of the community.

Capital project activity is funded with cash made available by the issuance of General Obligation debt, by grants, by general tax allocation, vehicle license and utility fees and by transfers from other funds as may be approved by the City Council.

Annual contributions may be used in whole or in part to fund capital projects as cash assets are accumulated, or the annual contributions may be allowed to remain in reserve until funds, along with accrued interest have grown sufficiently to permit larger projects to be undertaken and paid for with cash.

Capital Improvement Program Plan Policies: Refer to the **Financial Policies** in the **Appendix**.

Steps in the Capital Improvement Process: The capital improvement process is built around the following eight steps:

1. Establishment of the administrative and policy framework for capital programming and budgeting. The first step in implementing an effective capital improvement planning and budget process is to establish the underlying organizational and policy framework within which the process operates.

2. Prepare inventory of existing facilities. Each governmental unit should compile an inventory of its own physical plant. This will help to indicate the eventual need for renewal, replacement, expansion or retirement of some of the physical plant. This can be accomplished through a master plan process.

3. Determine by review the status of previously approved projects. Prepare a report showing the status of previously approved programs. The estimated costs of these projects should be reviewed to ensure accuracy and the funding sources which would be needed to finance the completion of the project. This status review also allows the legislative body the opportunity to stay informed of projects approved in previous years.

4. Perform financial analysis and financial programming. Financial analysis involves the determination of the City of Shoreline's financial capability for major expenditures by examining past, present and future revenue, expenditures and municipal debt. The selection and scheduling of funding sources of these major expenditures is known as financial programming. Some of the important objectives of financial programming include:

   - Smoothing out the tax rate
   - Maintaining a preferred balance of debt service and current expenditures
   - Determination of debt capacity and appropriate debt service levels
   - Maximizing intergovernmental aid relative to local expenditures

   The intent is to come up with a level of capital expenditures by fund, which the municipality can safely afford over the next several years while maintaining a minimal impact of the property tax rate and other municipal revenues.

5. Compile and evaluate project requests. Once the Administrative Services Department has completed reviewing and summarizing the CIP requests, the CIP Review Committee will review and prioritize each project based on the criteria contained in the Capital Project Criteria Section. A draft CIP is then developed and submitted to the City Manager for review. The City Council then reviews, modifies and adopts the CIP.

6. Adoption of the capital program and budget. The City Council, which has been involved in the CIP process from the beginning by establishing policy guidelines under which the CIP was developed, has the final responsibility to adopt the CIP.

7. Monitoring the CIP. Lead departments are responsible to monitor the actual development of a project against the approved budget to complete the project.

8. Modifications. Significant changes in project scope, time or costs, requires a CIP amendment by the City Council.

Project Phase Definitions: Projects incur costs from a variety of sources throughout a project life from design through completion of construction, including the costs of acquiring land or easements. The type and size of costs incurred can vary widely from project to project but it is essential to track and manage these costs consistently. A common method for both developing and evaluating project costs is the Engineering Costs as they compare to Construction Costs. For example, engineering costs, sometimes referred to as soft costs, are often 20-25% of the construction costs, often referred to as hard costs. The percentage can vary based on project complexities and size; small projects often carry a higher percentage than large projects. In order to utilize this method, project budgets will be developed and tracked according to the following components of a project budget:

- Project Administration: Costs required to design and manage the project from scoping through construction close-out. This category accounts for both internal and contracted project management staffing. Basic tasks or activities that occur in this component include surveying,

development of plans, specifications, and cost estimates, project management, public involvement, construction management and inspection. This would also include any studies or work necessary for environmental review and permits.

- Real Estate Acquisition: Not all projects require the acquisition of right of way, property or easements. When property or right of way is needed it is important to track the costs associated with acquisition separately from other project costs. This is often a requirement of our funding partners. Costs may include direct city costs of expenses, consultant costs and the cost of acquisition. The cost of land or easement costs are included in this component as are tasks such as title reports, appraisals, negotiations and recording that are directly associated with the acquisition.

- Construction: Construction costs are more narrowly defined as direct construction costs for work performed by a Contractor. Other activities that apply within this component include costs for utility relocations such as new power or water supply or other activities that are not covered by utility franchise agreements. At times, the City contracts with King County to perform construction work which would also be included. In general, costs from a consultant or other direct city costs such as salaries are not included in this component of a project budget.

Defining costs into these categories will facilitate the development of project budgets and the review and comparison of project costs against other projects by breaking out direct construction costs from those costs necessary to design and administer the project. Similarly real estate acquisition is pulled out separately as a means of maintaining consistency across project reporting and tracking of engineering costs against construction costs. All costs will be tracked and reported in a manner that meets the requirements and expectations of our funding partners.

Note: The phases in the Aurora Avenue North 165th - 205th Improvements project were expanded to include project contingency costs.

Capital Project Criteria:

Legal

- State or Federal mandate may require that a particular project be implemented. Court orders and judgments concerning annexation, property owner's rights, environmental protection, etc. are also legal requirements that may affect how projects are prioritized.

Safety

- The benefit to the environment, safety or public health of the community should be evaluated. For example, all street projects concern public safety, but streets for which documented evidence of safety hazards exists should be given higher priority treatment.

Comprehensive Plan

- Consistency with the City's Comprehensive Plan is important. Capital projects may directly or indirectly implement the comprehensive plan. Projects should not be inconsistent with the comprehensive plan.

Funds

- The extent to which outside funding is available for the project or purchase should be evaluated.

Need

- The project should alleviate identified problems or deficiencies.

Related Project

- Often projects in one category are essential to the success of those in others. Related projects proposed by other departments or governmental jurisdictions may even effect a savings to a particular project.

Efficiency

- Projects which substantially improve the quality of service at the same operating cost, or eliminate obsolete and inefficient facilities should be identified using this category.

Economic Impact

- A project may affect the local economy. Increases or decreases in property valuations may occur. Rapid growth in the area may increase the City's land acquisition costs if the project is deferred.

Public

- Projects are generally more easily implemented if there is public demand and support for them. Such public support should be gauged in terms of its strength and the depth of understanding it represents.

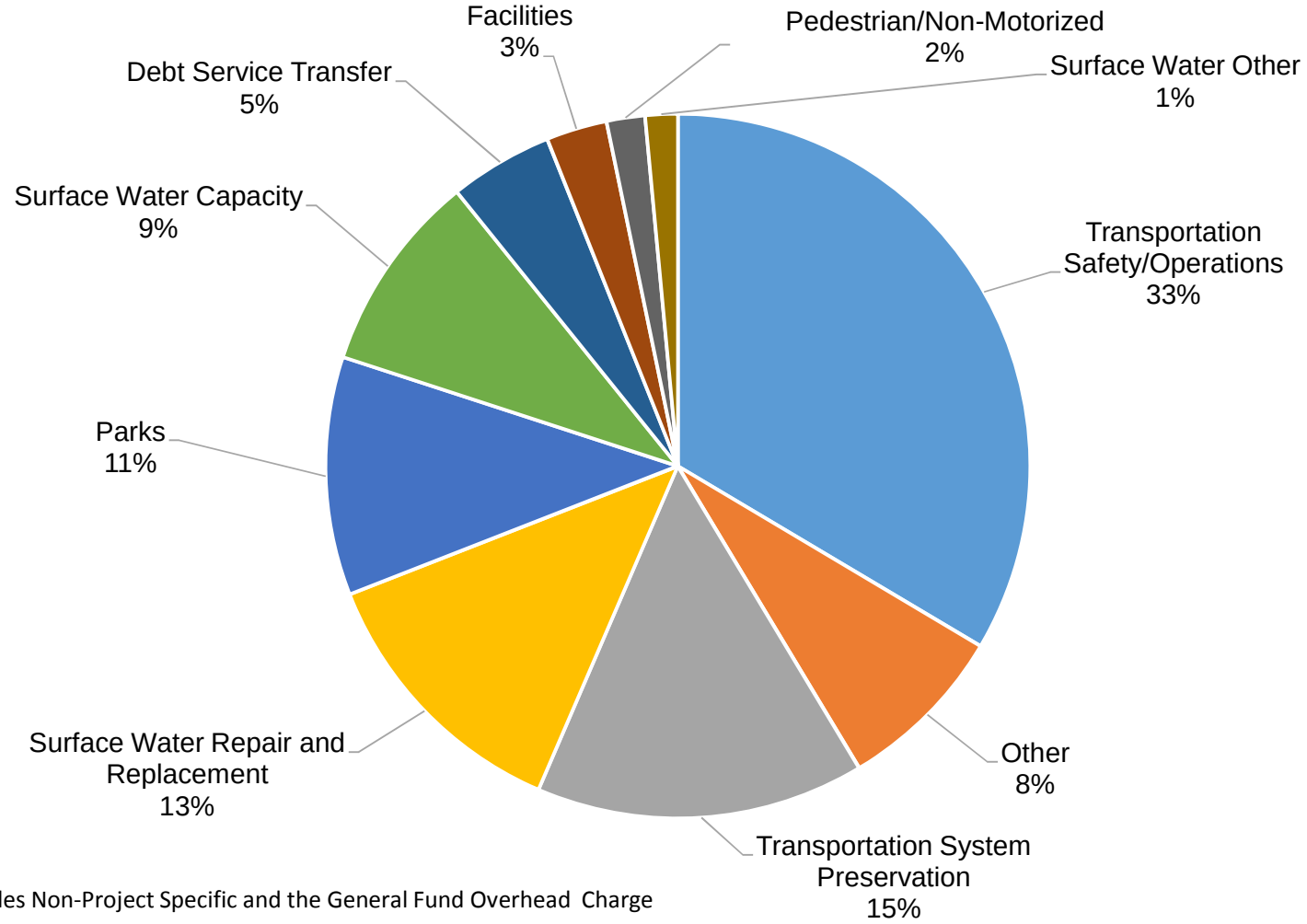
This page has been intentionally left blank.

CIP SUMMARY

This page has been intentionally left blank.

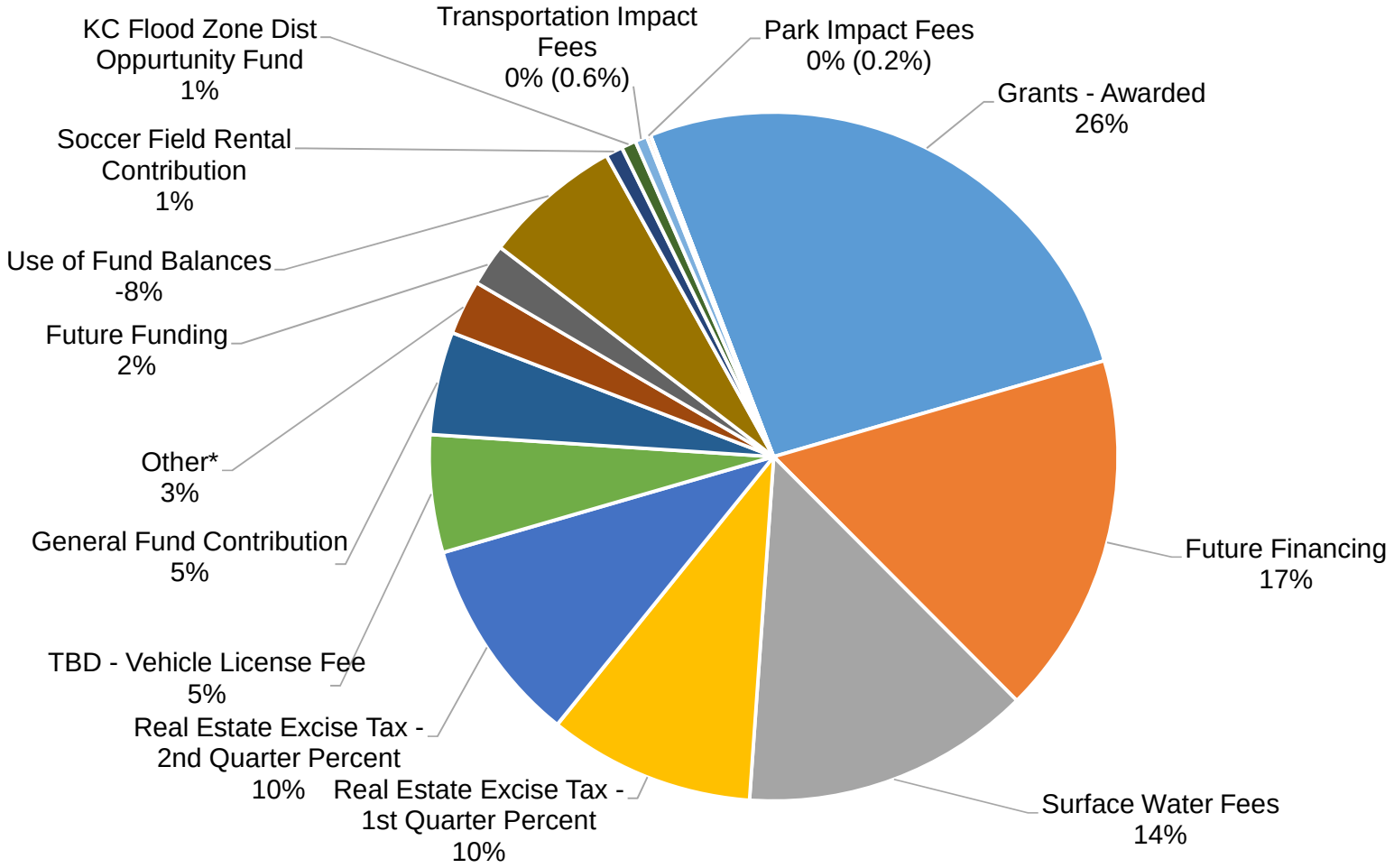
CAPITAL IMPROVEMENT PROGRAM SUMMARY

2018-2023 Capital Projects by Category
$84,547,294



*Other includes Non-Project Specific and the General Fund Overhead Charge

2018-2023 Capital Resources by Category
$84,547,294



*Other includes Non-Project Specific and the General Fund Overhead Charge

City of Shoreline 2018 - 2023 Capital Improvement Plan
PROGRAM SUMMARY

	Proposed 2018	Proposed 2019	Proposed 2020	Proposed 2021	Proposed 2022	Proposed 2023	Total 2018-2023
EXPENDITURES							
Fund							
Project Category							
General Capital							
Parks Maintenance Projects							
Boeing Creek-Shoreview Park Trail R&R	$0	$250,000	$1,642,000	$0	$0	$0	$1,892,000
King County, Trails And Open Space Replacement Levy	$85,000	$0	$0	$0	$0	$0	$85,000
Kruckeberg Env Ed Center (Residence Stabilization)	$0	$265,000	$0	$0	$0	$0	$265,000
Park Ecological Restoration Program	$80,000	$80,000	$0	$0	$0	$0	$160,000
Parks Repair And Replacement	$238,597	$250,528	$263,054	$265,816	$275,000	$275,000	$1,567,995
Richmond Beach Community Park Wall Repair	$0	$0	$0	$25,000	$0	$1,129,000	$1,154,000
RB Saltwater Park Fire Suppression Line	$0	$0	$0	$25,000	$0	$466,000	$491,000
Turf & Lighting Repair And Replacement	$1,700,000	$0	$1,200,000	$0	$0	$0	$2,900,000
Facilities Projects							
City Maintenance Facility	$263,000	$0	$0	$0	$0	$0	$263,000
Police Station at City Hall	$1,711,713	$0	$0	$0	$0	$0	$1,711,713
Parks Development Projects							
Outdoor Multi-Use Sport Court	$75,000	$0	$0	$0	$0	$0	$75,000
Parks Facilities Recreation Amenities Plan	$125,000	$125,000	$0	$0	$0	$0	$250,000
PROS Plan Implementation	$118,311	$0	$0	$0	$0	$0	$118,311
Non-Project Specific							
General Capital Engineering	$105,000	$85,000	$85,000	$85,000	$85,000	$85,000	$530,000
Cost Allocation Charges	$23,501	$30,000	$30,000	$30,000	$30,000	$30,000	$173,501
City Hall Debt Service Payment	$662,546	$677,546	$663,250	$683,250	$663,782	$663,782	$4,014,156
General Capital Fund Total	**$5,187,668**	**$1,763,074**	**$3,883,304**	**$1,114,066**	**$1,053,782**	**$2,648,782**	**$15,650,676**
City Facilities - Major Maintenance							
General Facilities Projects							
City Hall Long-Term Maintenance	$10,000	$77,904	$84,182	$68,400	$40,000	$0	$280,486
City Hall Parking Garage Long-Term Maintenance	$0	$16,128	$0	$0	$0	$0	$16,128
Duct Cleaning	$33,900	$10,000	$13,350	$10,000	$13,350	$10,000	$90,600
Parks Facilities Projects							
Parks Restrooms Long-Term Maintenance	$0	$0	$0	$25,632	$10,682	$0	$36,314
Shoreline Pool Long-Term Maintenance	$20,000	$20,000	$20,000	$20,000	$20,000	$20,000	$120,000
Richmond Highlands Community Center Long-Term Maintenance	$80,313	$0	$2,000	$0	$40,000	$0	$122,313
Spartan Recreation Center	$9,000	$0	$4,500	$0	$0	$0	$13,500
City Facilities - Major Maintenance Fund Total	**$153,213**	**$124,032**	**$124,032**	**$124,032**	**$124,032**	**$30,000**	**$679,341**

City of Shoreline 2018 - 2023 Capital Improvement Plan
PROGRAM SUMMARY

	Proposed 2018	Proposed 2019	Proposed 2020	Proposed 2021	Proposed 2022	Proposed 2023	Total 2018-2023
EXPENDITURES							
Fund							
Project Category							
Roads Capital Fund							
Pedestrian / Non-Motorized Projects							
Traffic Safety Improvements	$160,775	$163,814	$167,005	$175,355	$184,123	$193,329	$1,044,401
147th/148th Non-Motorized Bridge	$300,000	$0	$0	$0	$0	$0	$300,000
Echo Lake Safe Routes To School	$5,624	$0	$0	$0	$0	$0	$5,624
Trail Along The Rail	$140,972	$0	$0	$0	$0	$0	$140,972
System Preservation Projects							
Annual Road Surface Maintenance Program	$2,300,000	$1,120,000	$2,100,000	$1,120,000	$1,900,000	$1,350,000	$9,890,000
Aurora Median Retrofits	$0	$0	$175,000	$0	$0	$0	$175,000
Curb Ramp, Gutter And Sidewalk Maintenance Program	$190,000	$190,000	$200,000	$200,000	$200,000	$200,000	$1,180,000
Complete Streets- Ped/Bike Gaps	$250,000	$0	$0	$0	$0	$0	$250,000
Meridian Ave N & N 155th St Signal Improv	$430,000	$0	$0	$0	$0	$0	$430,000
Traffic Signal Rehabilitation Program	$121,551	$127,628	$134,010	$140,711	$147,746	$155,133	$826,779
Safety / Operations Projects							
145th Corridor - 99th To I5	$1,437,281	$0	$0	$0	$0	$0	$1,437,281
145th and I5 Interchange	$2,500,000	$500,000	$7,986,000	$8,187,000	$0	$0	$19,173,000
160th and Greenwood/Innis Arden Intersection	$105,000	$0	$0	$0	$0	$0	$105,000
185th Corridor Study	$375,000	$0	$0	$0	$0	$0	$375,000
N 175th St - Stone Ave N to I5	$1,640,000	$2,460,000	$0	$0	$0	$0	$4,100,000
Richmond Beach Re-Channelization	$330,000	$0	$0	$0	$0	$0	$330,000
Radar Speed Signs	$127,716	$0	$0	$0	$0	$0	$127,716
Westminster And 155th Improvements	$100,000	$2,610,000	$0	$0	$0	$0	$2,710,000
Non-Project Specific							
General Fund Cost Allocation Overhead Charge	$57,194	$55,000	$50,000	$50,000	$50,000	$50,000	$312,194
Transportation Master Plan Update	$105,000	$400,000	$50,000	$0	$0	$0	$555,000
Roads Capital Engineering	$454,053	$385,000	$395,000	$405,000	$415,000	$415,000	$2,469,053
Roads Capital Fund Total	**$11,130,166**	**$8,011,442**	**$11,257,015**	**$10,278,066**	**$2,896,869**	**$2,363,462**	**$45,937,020**

City of Shoreline 2018 - 2023 Capital Improvement Plan
PROGRAM SUMMARY

	Proposed 2018	Proposed 2019	Proposed 2020	Proposed 2021	Proposed 2022	Proposed 2023	Total 2018-2023
EXPENDITURES							
Fund							
Project Category							
Surface Water Capital							
Capacity							
6th Ave NE and NE 200th St Flood Reduction Project	$0	$0	$0	$24,761	$0	$0	$24,761
10th Ave NE Drainage Improvements	$0	$0	$0	$281,377	$258,518	$1,570,179	$2,110,074
18th Avenue NW and NW 204th Drainage System Connection	$0	$0	$0	$16,883	$0	$0	$16,883
25th Ave NE Ditch Improv Between NE 177th and 178th Street	$0	$0	$0	$158,697	$0	$0	$158,697
25th Ave. NE Flood Reduction Improvements	$51,500	$502,367	$54,636	$56,275	$348,328	$2,089,592	$3,102,698
Heron Creek Culvert Crossing at Springdale Ct NW	$0	$0	$0	$0	$130,998	$134,928	$265,926
Lack of System and Ponding on 20th Avenue NW	$0	$0	$0	$91,166	$0	$0	$91,166
NE 148th Infiltration Facilities	$0	$0	$0	$431,070	$11,593	$0	$442,663
NW 195th Place and Richmond Beach Drive Flooding	$0	$0	$0	$0	$432,989	$445,978	$878,967
NW 197th Pl and 15th Ave NW Flooding	$0	$0	$0	$7,879	$0	$0	$7,879
Springdale Ct. NW & Ridgefield Rd Drainage Improv	$0	$0	$0	$0	$315,902	$325,379	$641,281
Stabilize NW 16th Place Storm Drainage in Reserve M	$0	$0	$0	$0	$0	$33,433	$33,433
Repair and Replacement							
Hidden Lake Dam Removal	$267,800	$275,834	$1,657,667	$22,510	$23,185	$23,881	$2,270,877
NE 177th Street Drainage Improvements	$0	$0	$0	$10,130	$0	$0	$10,130
NW 196th Pl & 21st Ave. NW Infrastructure Improvements	$0	$0	$0	$93,417	$0	$0	$93,417
Pump Station 26 Improvements	$117,420	$218,545	$0	$0	$0	$0	$335,965
Pump Station 30 Upgrades	$92,700	$0	$0	$0	$0	$0	$92,700
Pump Station Miscellaneous Improvements	$199,820	$0	$587,887	$0	$0	$0	$787,707
Stormwater Pipe Replacement Program	$76,416	$477,409	$327,821	$1,272,272	$463,750	$1,743,157	$4,360,825
Surface Water Small Projects	$309,000	$318,270	$327,818	$562,754	$579,637	$597,026	$2,694,505
Other							
12th Ave NE Infiltration Pond Retrofits	$0	$0	$0	$42,769	$0	$0	$42,769
Boeing Creek Regional Stormwater Facility Study	$22,937	$64,430	$0	$0	$0	$0	$87,367
Boeing Creek Restoration Project	$0	$0	$0	$56,275	$0	$0	$56,275
Climate Impacts and Resiliency Study	$0	$84,872	$0	$0	$0	$0	$84,872
Storm Creek Erosion Management Study	$82,400	$0	$0	$0	$0	$0	$82,400
Surface Water Master Plan	$0	$0	$0	$0	$289,819	$298,513	$588,332
System Capacity Modeling Study	$0	$318,270	$0	$0	$0	$0	$318,270
Non-Project Specific							
General Fund Cost Allocation Overhead Charge	$199,959	$212,137	$218,501	$225,056	$231,807	$238,762	$1,326,222
Surface Water Capital Engineering	$196,833	$202,738	$208,820	$215,085	$221,537	$228,183	$1,273,196
Surface Water Capital Fund Total	**$1,616,785**	**$2,674,872**	**$3,383,150**	**$3,568,376**	**$3,308,063**	**$7,729,011**	**$22,280,257**
TOTAL EXPENDITURES	**$18,087,832**	**$12,573,420**	**$18,647,501**	**$15,084,540**	**$7,382,746**	**$12,771,255**	**$84,547,294**

City of Shoreline 2018 - 2023 Capital Improvement Plan
PROGRAM SUMMARY

	Proposed 2018	Proposed 2019	Proposed 2020	Proposed 2021	Proposed 2022	Proposed 2023	Total 2018-2023
RESOURCES							
General Fund Contribution	$2,625,705	$418,854	$415,970	$413,435	$410,956	$410,956	$4,695,876
Transportation Benefit District	$1,222,279	$830,000	$830,000	$830,000	$830,000	$830,000	$5,372,279
Transportation Impact Fees	$221,400	$332,100	$0	$0	$0	$0	$553,500
Park Impact Fees	$50,000	$125,000	$0	$0	$0	$0	$175,000
Real Estate Excise Tax - 1st Quarter Percent	$1,368,768	$1,449,263	$1,529,005	$1,609,641	$1,692,370	$1,779,363	$9,428,410
Real Estate Excise Tax - 2nd Quarter Percent	$1,368,768	$1,449,263	$1,529,005	$1,609,641	$1,692,370	$1,779,363	$9,428,410
Soccer Field Rental Contribution	$130,000	$130,000	$130,000	$130,000	$130,000	$130,000	$780,000
Surface Water Fees	$1,042,615	$1,758,572	$2,138,309	$2,504,849	$2,757,940	$3,026,684	$13,228,969
Investment Interest Income	$80,977	$122,179	$115,744	$43,031	$272,495	$240,111	$874,538
King County Flood Zone District Opportunity Fund	$110,898	$110,898	$110,898	$110,898	$110,898	$110,898	$665,388
Recreation & Conservation Office	$0	$0	$0	$0	$0	$0	$0
Grants - Awarded	$6,121,362	$2,543,369	$7,986,000	$8,727,625	$0	$0	$25,378,356
Future Financing	$4,700,000	$0	$0	$11,850,000	$0	$0	$16,550,000
Future Funding	$0	$265,000	$1,642,000	$0	$0	$0	$1,907,000
Remediation Mitigation Claims	$0	$0	$0	$0	$0	$0	$0
King County Voter Approved Trail Funding	$120,000	$120,000	$0	$0	$0	$0	$240,000
Private Donations	$0	$1,630,000	$0	$0	$0	$0	$1,630,000
Use / (Gain) of Accumulated Fund Balance	($1,074,940)	$1,288,922	$2,220,570	($12,744,580)	($514,283)	$4,463,880	($6,360,432)
TOTAL RESOURCES	**$18,087,832**	**$12,573,420**	**$18,647,501**	**$15,084,540**	**$7,382,746**	**$12,771,255**	**$84,547,294**

CAPITAL IMPROVEMENT PROGRAM IMPACT UPON OPERATING BUDGETS

When certain types of capital projects are developed and completed, they also have ongoing financial impacts upon the City's operating budgets. For example, when a new park or ball field is developed, the Parks Department will need to add the ongoing maintenance of the new facility to the annual maintenance budget. Also, the addition of new sidewalks with planting strips or street trees require ongoing trimming and maintenance costs to be included in the City's maintenance budget.

In the six-year CIP, the individual projects include an estimated future operating budget impact, if it is possible to identify that cost at this time. These costs are estimates at this time, based on the known design elements of the various projects. Changes to these projects will likely result in changes to the projected operating budget impacts.

Anticipated future annual operational costs anticipated as a result of completion of capital projects in the current and beyond are in the proposed budget. The additional operational costs are related to increases for professional landscape maintenance services, janitorial services, utilities and operating supplies.

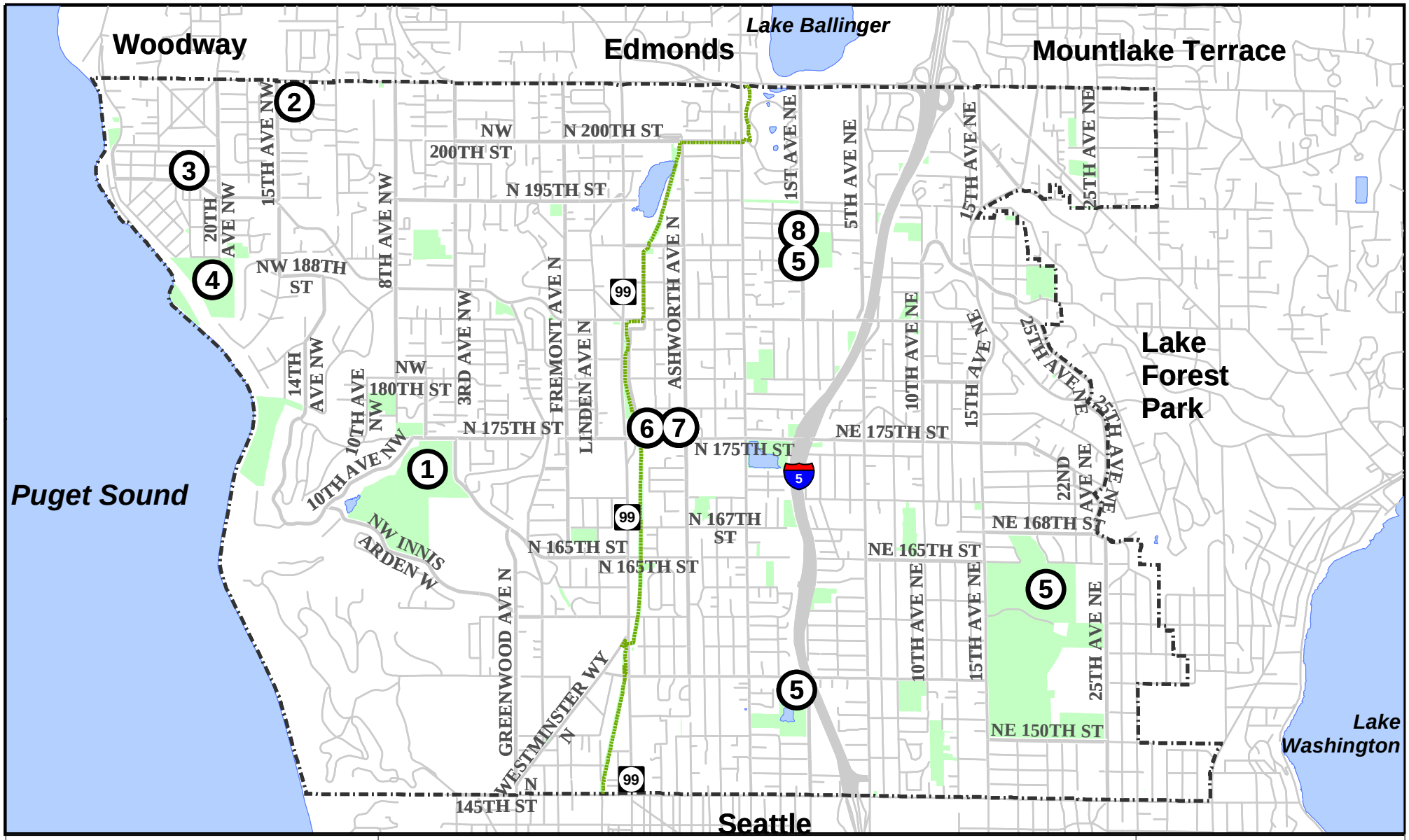
The projects that will have an impact on future maintenance costs are reflected in Table 1.

TABLE 1	Proposed 2018	Proposed 2019	Proposed 2020	Proposed 2021	Proposed 2022	Proposed 2023	Total 2018 - 2023
EXPENDITURES							
Fund							
Project Category							
General Capital							
Parks Maintenance Projects							
Regional Trail Signage	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 12,000
General Capital Fund Total	**$ 2,000**	**$ 2,000**	**$ 2,000**	**$ 2,000**	**$ 2,000**	**$ 2,000**	**$ 12,000**
Roads Capital Fund							
Pedestrian / Non-Motorized Projects							
Einstein Safe Route to School	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 6,000
Traffic Safety Improvements	$ 510	$ 510	$ 510	$ 510	$ 510	$ 510	$ 3,060
Interurban Trail/Burke-Gilman Connectors	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 12,000
Safety / Operations Projects							
Aurora Avenue North 192nd - 205th	$ 114,841	$ 114,964	$ 115,009	$ 115,009	$ 115,009	$ 115,009	$ 689,841
Roads Capital Fund Total	**$ 118,351**	**$ 118,474**	**$ 118,519**	**$ 118,519**	**$ 118,519**	**$ 118,519**	**$ 710,901**
Surface Water Capital							
Flood Protection/Drainage Improvement Projects							
NE 148th Infiltration Facilities	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Surface Water Capital Fund Total	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
TOTAL IMPACT FROM 2018 - 2023 PROJECTS	**$ 120,351**	**$ 120,474**	**$ 120,519**	**$ 120,519**	**$ 120,519**	**$ 120,519**	**$ 722,901**

GENERAL CAPITAL FUND

This page has been intentionally left blank.

GENERAL CAPITAL FUND SUMMARY



City of Shoreline
2018-2023
Capital Improvement Plan

Date: 9/26/2017
J:\GIS\Maps\Finance\CIP\CIP_General_18.mxd

Interurban Trail

Park

1. Boeing Creek-Shoreview Park Trail R&R
2. Kruckeberg Environmental Education Center
3. RB Community Park Wall Repair
4. RB Saltwater Park Fire Suppression Line
5. Turf & Lighting Repair and Replacement (3 Parks)
6. City Maintenance Facility
7. Police Station at City hall
8. Outdoor Multi-Use Sport Court

CITYWIDE IMPROVEMENTS

- KC Parks, Trails, and Open Space Replacement Levy
- Parks Repair and Replacement
- PROS Plan Implementation
- Regional Trail Signage
- Park Ecological Restoration Program
- Parks Facilities Recreation Amenities Plan

City of Shoreline 2018 - 2023 Capital Improvement Plan
Program Summary
General Capital Fund

	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES											
PARKS MAINTENANCE PROJECTS											
BOEING CREEK-SHOREVIEW PARK TRAIL R&R	-	-	-	-	250,000	1,642,000	-	-	-	1,892,000	1,892,000
KING COUNTY, TRAILS AND OPEN SPACE REPLACEMENT LEVY	71,099	67,028	33,038	85,000	-	-	-	-	-	85,000	189,137
KRUCKEBERG ENV ED CENTER (RESIDENCE STABILIZATION)	-	-	-	-	265,000	-	-	-	-	265,000	265,000
PARK ECOLOGICAL RESTORATION PROGRAM	34,487	60,000	50,000	80,000	80,000	-	-	-	-	160,000	244,487
PARKS REPAIR AND REPLACEMENT	2,226,859	290,600	396,600	238,597	250,528	263,054	265,816	275,000	275,000	1,567,995	4,191,454
RICHMOND BEACH COMMUNITY PARK WALL REPAIR	-	-	-	-	-	-	25,000	-	1,129,000	1,154,000	1,154,000
RB SALTWATER PARK FIRE SUPPRESSION LINE	-	-	-	-	-	-	25,000	-	466,000	491,000	491,000
TURF & LIGHTING REPAIR AND REPLACEMENT	153,764	1,743,736	1,436,145	1,700,000	-	1,200,000	-	-	-	2,900,000	4,489,909
FACILITIES PROJECTS											
CITY MAINTENANCE FACILITY	3,268,825	329,924	329,260	263,000	-	-	-	-	-	263,000	3,861,085
POLICE STATION AT CITY HALL	1,996,777	5,549,848	5,110,938	1,711,713	-	-	-	-	-	1,711,713	8,819,428
PARKS DEVELOPMENT PROJECTS											
OUTDOOR MULTI-USE SPORT COURT	-	-	-	75,000	-	-	-	-	-	75,000	75,000
PARKS FACILITIES RECREATION AMENITIES PLAN	-	125,000	25,000	125,000	125,000	-	-	-	-	250,000	275,000
PROS PLAN IMPLEMENTATION	-	-	-	118,311	-	-	-	-	-	118,311	118,311
PROJECTS TO BE COMPLETED IN CURRENT YEAR (2017)											
PARKS, RECREATION AND OPEN SPACE UPDATE	61,680	68,320	10,000	-	-	-	-	-	-	-	71,680
POOL & RECREATION FACILITY MASTER PLANNING	96,292	18,708	8,717	-	-	-	-	-	-	-	105,009
REGIONAL TRAIL SIGNAGE	79,067	80,000	57,993	-	-	-	-	-	-	-	137,060
NON-PROJECT SPECIFIC											
GENERAL CAPITAL ENGINEERING	740,103	105,000	105,000	105,000	85,000	85,000	85,000	85,000	85,000	530,000	1,375,103
COST ALLOCATION CHARGES		45,782	45,782	23,501	30,000	30,000	30,000	30,000	30,000	173,501	219,283
CITY HALL DEBT SERVICE PAYMENT		663,946	663,946	662,546	677,546	663,250	683,250	663,782	663,782	4,014,156	4,678,102
TOTAL EXPENDITURES	**8,728,952**	**9,147,892**	**8,272,419**	**5,187,668**	**1,763,074**	**3,883,304**	**1,114,066**	**1,053,782**	**2,648,782**	**15,650,676**	**32,652,047**
REVENUES											
REAL ESTATE EXCISE TAX		1,195,965	1,693,142	1,368,768	1,449,263	1,529,005	1,609,641	1,692,370	1,779,363	9,428,410	
SOCCER FIELD RENTAL CONTRIBUTION		130,000	130,000	130,000	130,000	130,000	130,000	130,000	130,000	780,000	
INVESTMENT INTEREST		35,987	46,197	35,987	1,603	11,506	49	12,052	27,467	88,664	
SALE OF CURRENT POLICE STATION		1,800,000	2,100,000	-	-	-	-	-	-	-	
FUTURE FUNDING		-	-	-	265,000	1,642,000	-	-	-	1,907,000	
GENERAL FUND CONTRIBUTION		1,832,796	832,796	1,521,505	50,000	50,000	50,000	50,000	50,000	1,771,505	
PARK IMPACT FEES		-	-	50,000	125,000	-	-	-	-	175,000	
KC TRAIL LEVY FUNDING RENEWAL		110,000	120,000	120,000	120,000	-	-	-	-	240,000	
KING CONSERVATION DISTRICT GRANT		20,000	54,138	45,000	45,000	-	-	-	-	90,000	
RECREATION & CONSERVATION OFFICE		250,000	250,000	-	-	-	-	-	-	-	
REMEDIATION MITIGATION CLAIMS		-	154,000	-	-	-	-	-	-	-	
STATE AND FEDERAL DRUG FORFEITURE FUND		437,397	837,294	-	-	-	-	-	-	-	
TREASURY SEIZURE FUND		603,220	838,818	-	-	-	-	-	-	-	
TREASURY SEIZURE FUND - POTENTIAL		200,000	200,000	-	-	-	-	-	-		
YOUTH & AMATEUR SPORTS GRANT		-	-	25,000	-	-	-	-	-	25,000	
TOTAL REVENUES		**6,615,365**	**7,256,385**	**3,296,260**	**2,185,866**	**3,362,511**	**1,789,690**	**1,884,422**	**1,986,830**	**14,505,579**	
BEGINNING FUND BALANCE			**3,007,656**	**1,991,622**	**100,214**	**523,006**	**2,214**	**547,837**	**1,248,478**	**1,991,622**	
TOTAL REVENUES			7,256,385	3,296,260	2,185,866	3,362,511	1,789,690	1,884,422	1,986,830	14,505,579	
RESTRICTED AMOUNT FOR TURF REPLACEMENT			-	-			130,000	130,000	130,000	390,000	
TOTAL EXPENDITURES			8,272,419	5,187,668	1,763,074	3,883,304	1,114,066	1,053,782	2,648,782	15,650,676	
ENDING FUND BALANCE	**3,007,656**		**1,991,622**	**100,214**	**523,006**	**2,214**	**547,837**	**1,248,478**	**456,525**	**456,525**	
IMPACT ON OPERATING BUDGET			-	2,000	2,000	2,000	2,000	2,000	2,000		

GENERAL CAPITAL FUND SUMMARY

Types of Projects

In the General Capital Fund projects are categorized as Parks or Facilities Projects. Funding for these projects is primarily a result of monies from real estate excise tax (REET), one-time General Fund revenues, municipal financing, and grants.

2018-2023 CIP Summary

The 2018-2023 General Capital CIP totals $15.651 million. There are 13 funded projects during this period.

Project	2018 Estimate	2019 Estimate	2020 Estimate	2021 Estimate	2022 Estimate	2023 Estimate	Total 2018 - 2023
Expenditures:							
Parks Maintenance Projects	$2,103,597	$845,528	$3,105,054	$315,816	$275,000	$1,870,000	$8,514,995
Facilities Projects	$1,974,713	$0	$0	$0	$0	$0	$1,974,713
Parks Development Projects	$318,311	$125,000	$0	$0	$0	$0	$443,311
Non-Project Specific	$791,047	$792,546	$778,250	$798,250	$778,782	$778,782	$4,717,657
Total Expenditures	**$5,187,668**	**$1,763,074**	**$3,883,304**	**$1,114,066**	**$1,053,782**	**$2,648,782**	**$15,650,676**
Change in Fund Balance:							
Beginning Fund Balance	$1,991,622	$100,214	$523,006	$2,214	$547,837	$1,248,478	$1,991,622
Total Revenues	$3,296,260	$2,185,866	$3,362,511	$1,789,690	$1,884,422	$1,986,830	$14,505,579
Amount restricted for future turf replacement	$0	$0	$0	$130,000	$130,000	$130,000	$390,000
Total Expenditures	$5,187,668	$1,763,074	$3,883,304	$1,114,066	$1,053,782	$2,648,782	$15,650,676
Ending Fund Balance	**$100,214**	**$523,006**	**$2,214**	**$547,837**	**$1,248,478**	**$456,525**	**$456,525**
Impact on Operating Budget	***$2,000***	***$2,000***	***$2,000***	***$2,000***	***$2,000***	***$2,000***	

Policy Issues

Use of Real Estate Excise Tax: A primary revenue source in the General Capital Fund is real estate excise tax (REET). Since 2005 the City has seen a dramatic decrease in the amount of tax collected. Historically, staff estimated that the annual REET baseline collection was $1.3 to $1.5 million per year. When real estate activity increased for example in 2005, the highest year of collections, the City received more than $2.6 million in REET. Staff is projecting that both home prices and real estate activity will continue to improve and collections will increase during 2018 as they have in 2014 through 2017. The City Council authorized the use of up to $750,000 of REET annually towards the debt service costs of City Hall.

Master Plan: All of the parks and open space projects included in the capital improvement plan are recommended in the Parks and Open Space Master Plan.

Municipal Art Funding: The City Council adopted a Municipal Art Program for capital projects in 2002. Projects that include construction will provide 1% of the construction contract award to the Art Program. Maintenance projects are excluded from the Municipal Art Program.

Underfunded and Unfunded Projects: The following table reflects all the projects that are either underfunded or unfunded and awaiting future funding.

PROJECT TITLE	PROJECT DESCRIPTION	ESTIMATED LOW	ESTIMATED HIGH
Underfunded Projects			
City Maintenance Facility	The maintenance facility project is under review for final site selection. Additional funding will be needed to move to the construction phase.	$15 million	$20 million
Significant Projects Beyond 6 year CIP			
Community / Aquatic Center	The PROS Plan identified the need for a new community and aquatics center to replace the existing Pool and Rec Center with a target opening of 2022. It is anticipated that property acquisition will be required for the new facility.	$69 million	$83 million
Property Acquisition / Open Space	The PROS plan identified the need to acquire additional property for open space and recreation space throughout the City but particularly in the sub-areas with anticipated growth.	$37 million	$48 million

This page intentionally left blank.

General Capital Fund

Projects

BOEING CREEK-SHOREVIEW PARK TRAIL R&R

Project Description: Boeing Creek and Shoreview Park are connected by one of the most popular trail systems in Shoreline. Portions of the trail system are failing and need to be reconstructed. Specifically, the trail along Boeing Creek has been closed since around 2013 due to erosion and unsafe conditions. People still use tenants of the trail and informal trails to access this well-loved part of the park. This project will design, permits and refurbish some trails and reconstructs others.

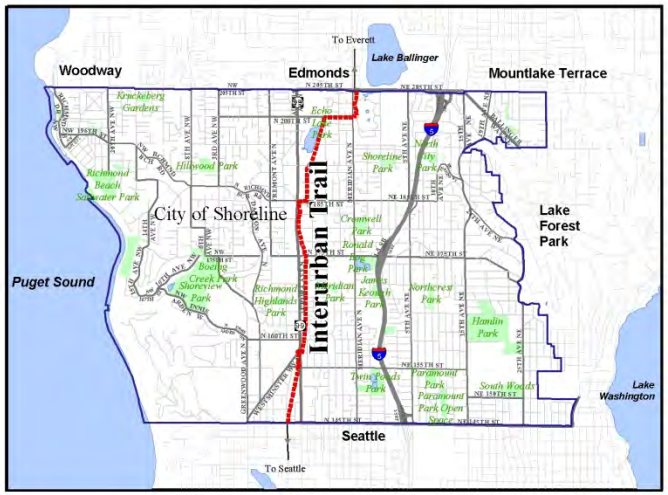
Service Impact:

This project will enhance walkability and access to nature for visitors to Boeing Creek and Shoreview Park.

Changes from the 2017-2022 CIP: New Project

BOEING CREEK-SHOREVIEW PARK TRAIL R&R ORGKEY: NEW J.L.# NEW PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION					250,000					250,000	250,000
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION						1,642,000				1,642,000	1,642,000
TOTAL PROJECT EXPENDITURES					**250,000**	**1,642,000**				**1,892,000**	**1,892,000**
REVENUE SOURCES:											
KC TRAIL LEVY FUNDING RENEWAL					85,000					85,000	85,000
KC TRAIL LEVY VOTER APPROVED TRAIL FUNDING (*)					165,000					165,000	165,000
FUTURE FUNDING						1,642,000				1,642,000	1,642,000
TOTAL PROJECT REVENUES					**250,000**	**1,642,000**				**1,892,000**	**1,892,000**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										

KING COUNTY PARKS, TRAILS AND OPEN SPACE REPLACEMENT LEVY



Project Description:

The six-year funding for the renewed King County Voter Approved Trail Levy began in 2014 and will allow the City to identify and prioritize trail linkages and make capital or maintenance improvements to parks. An average of $110,000 is collected from King County annually. As projects are identified, the funding will be programmed. Funding from the Levy was used towards Echo Lake Park Improvement Project in 2014-15; Richmond Beach Saltwater Park Pedestrian Bridge Repair in 2015; Regional Trail Signage in 2015-17; Parks Ecological restoration 2017-2019. Most of the remaining funding will be used towards Boeing Creek-Shoreview Park Trail Repair & Replacement in 2019. As additional projects are identified and prioritized, the City will program this funding to plan and design these projects for construction.

Service Impact: This project will enhance walkability and access to nature.

Changes from the 2017-2022 CIP: Funding was reduced to $70,000 in 2017 to reflect a $40,000 transfer to the Park Ecological restoration Program to support native vegetation restoration efforts in parks. $70,000 in this project will be spent to maintain park trail systems.

KING COUNTY, TRAILS AND OPEN SPACE REPLACEMENT LEVY											
ORGKEY: 2820270 J.L.# GN255438											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION		33,514	33,038	85,000						85,000	118,038
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION	71,099	33,514									71,099
TOTAL PROJECT EXPENDITURES	**71,099**	**67,028**	**33,038**	**85,000**						**85,000**	**189,137**
REVENUE SOURCES:											
KC TRAIL LEVY FUNDING RENEWAL	71,099		33,038	85,000						85,000	189,137
GENERAL CAPITAL FUND		67,028									
TOTAL PROJECT REVENUES	**71,099**	**67,028**	**33,038**	**85,000**						**85,000**	**189,137**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**	335									
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4							
CONSTRUCTION			Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4							

KRUCKEBERG ENVIRONMENTAL EDUCATION CENTER (RESIDENCE STABILIZATION)

Project Description: The Kruckeberg Garden Master Plan calls for developing an environmental education center using the former Kruckeberg family residence. The residence is now used by the Kruckeberg Botanic Garden Foundation for offices and small classes and meetings. Substantial fund-raising will be necessary to implement the complete vision of the master plan. This project will stabilize the residential structure by repairing the roof and major building systems. The intent is to complete improvements that will preserve the building until major upgrades can be completed.

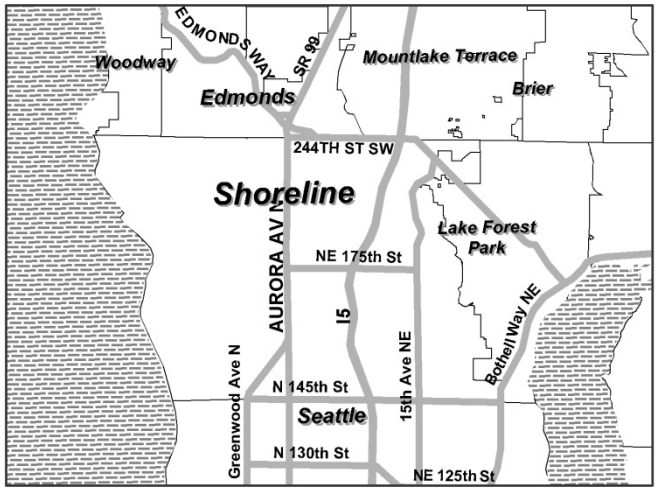
Service Impact:

This project will enhance access to environmental educational opportunities.

Changes from the 2017-2022 CIP: New Project

KRUCKEBERG ENV ED CENTER (RESIDENCE STABILIZATION)											
ORGKEY: NEW J.L.# NEW											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION					*265,000*					*265,000*	*265,000*
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES					**265,000**					**265,000**	**265,000**
REVENUE SOURCES:											
FUTURE FUNDING					*265,000*					*265,000*	*265,000*
TOTAL PROJECT REVENUES					**265,000**					**265,000**	**265,000**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION					Q1 Q2 Q3 Q4						
REAL ESTATE ACQUISITION											
CONSTRUCTION											

PARK ECOLOGICAL RESTORATION PROGRAM



Project Description:

Ecological restoration is the practice of renewing and restoring degraded, damaged, or destroyed ecosystems and habitats in the environment by active human intervention and action. This project will plan for and implement environmental vegetation restoration projects in parks. This project will help implement Goal 1 and Policy 1.1 of the Park, Recreation and Open Space Element of the Comprehensive Plan and the PROS Plan and the goals of the Urban Forest Strategic Plan.

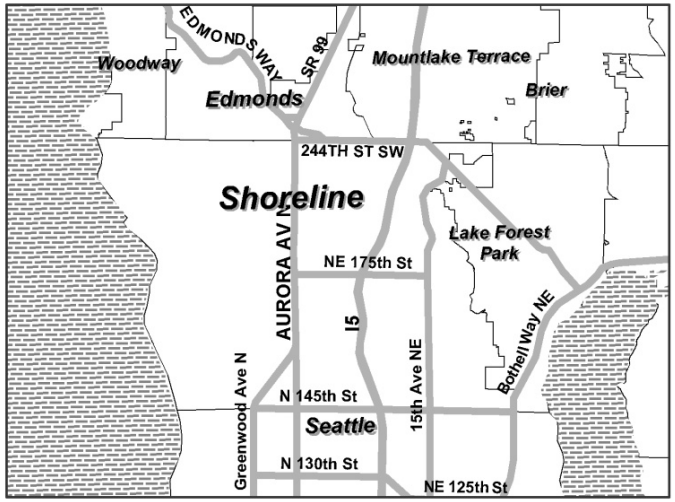
Service Impact:

Preserve, protect and enhance natural resources and encourage restoration, education and stewardship for Shoreline residents.

Changes from the 2017-2022 CIP: Increased project by $160,000 to reflect King Conservation District grants for 2018 & 2019. An additional $70,000 will be funded from the King County Parks, Trails and Open Space Levy funds in 2018 and 2019.The additional funding will enhance park maintenance staff efforts to manage natural area vegetation towards ecological restoration goals. Other future restoration efforts will include the implementation of the King Conservation District Urban Forest Health Management Program collaborative project.

PARK ECOLOGICAL RESTORATION PROGRAM											
ORGKEY: 2820344 J.L.# GN274651/GN274238											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	34,487	60,000	50,000	80,000	80,000					160,000	244,487
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES	**34,487**	**60,000**	**50,000**	**80,000**	**80,000**					**160,000**	**244,487**
REVENUE SOURCES:											
KING CONSERVATION DISTRICT GRANT		20,000	54,138	45,000	45,000					90,000	144,138
KC TRAIL LEVY FUNDING RENEWAL		40,000	30,000	35,000	35,000					70,000	100,000
GENERAL CAPITAL FUND	34,487		(34,138)								349
TOTAL PROJECT REVENUES	**34,487**	**60,000**	**50,000**	**80,000**	**80,000**					**160,000**	**244,487**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4						
CONSTRUCTION			Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4						

PARKS REPAIR AND REPLACEMENT



Project Description:

This project provides minor repair and replacement improvements in parks such as: Americans with Disability Act (ADA) access modifications; playground safety enhancements; parking lot, trail and pathway improvements; replacement of fencing, backstops, park fixtures and equipment such as outdoor restrooms; irrigation system upgrades; tennis court resurfacing; landscape restoration, etc. In 2017, this project completed minor repairs to the stairs at Richmond Beach Saltwater Park.

2017-18 Goals:

- Play equipment repairs at various parks
- Repair fence of Eastside off-leash area
- Tennis court repair at Shoreview Park
- Other safety improvements

Service Impact: This project provides on-going and preventative repair and replacement of amenities at park facilities to address aging infrastructure, improve safety and comply with legal mandates such as Americans with Disabilities Act (ADA) requirements.

Changes from the 2017-2022 CIP: None.

PARKS REPAIR AND REPLACEMENT ORGKEY: 2820122 J.L.# GN106800 PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	349,350	57,881	57,881	74,650	63,814	67,005	68,049	75,000	75,000	423,518	830,749
2-REAL ESTATE ACQUISITION	56,189										56,189
3-CONSTRUCTION	1,821,320	232,719	338,719	163,947	186,714	196,049	197,767	200,000	200,000	1,144,477	3,304,516
TOTAL PROJECT EXPENDITURES	**2,226,859**	**290,600**	**396,600**	**238,597**	**250,528**	**263,054**	**265,816**	**275,000**	**275,000**	**1,567,995**	**4,191,454**
REVENUE SOURCES:											
GENERAL FUND CONTRIBUTION	450,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	300,000	800,000
OTHER AGENCY PARTICIPATION (LIBRARY MITIGATION)	10,414										10,414
GENERAL CAPITAL FUND	1,766,445	240,600	346,600	188,597	200,528	213,054	215,816	225,000	225,000	1,267,995	3,381,040
TOTAL PROJECT REVENUES	**2,226,859**	**290,600**	**396,600**	**238,597**	**250,528**	**263,054**	**265,816**	**275,000**	**275,000**	**1,567,995**	**4,191,454**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4		
CONSTRUCTION			Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4		

RICHMOND BEACH COMMUNITY PARK WALL REPAIR

Project Description: The retaining wall along the west and north sides of Richmond Beach Community Park has substantial cracks due to its age. This project will conduct a formal assessment of the condition of the wall and design, permit, and compete upgrades in order to protect the integrity of the park.

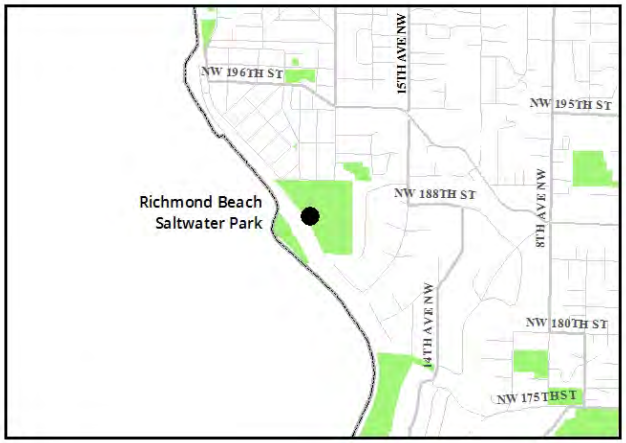
Service Impact:

This will preserve structural integrity of the park, allowing it to continue to serve to neighborhoods.

Changes from the 2017-2022 CIP: New Project

RICHMOND BEACH COMMUNITY PARK WALL REPAIR											
ORGKEY: NEW J.L.# NEW											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION							25,000		1,129,000	1,154,000	1,154,000
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES							**25,000**		**1,129,000**	**1,154,000**	**1,154,000**
REVENUE SOURCES:											
GENERAL CAPITAL FUND							25,000		1,129,000	1,154,000	1,154,000
TOTAL PROJECT REVENUES							**25,000**		**1,129,000**	**1,154,000**	**1,154,000**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION							Q2 Q3				

RICHMOND BEACH SALTWATER PARK FIRE SUPPRESSION LINE



Project Description: Richmond Beach Saltwater Park is bisected by railroad tracks with the only access to the beach via a pedestrian bridge that was rebuilt in 2015. The limited access makes it difficult for fire fighters and vehicles to get to the beach to extinguish grass fires that occur about once a summer. The Shoreline Fire Department has requested that a new, dedicated, high pressure fire line be added to the bridge over the railroad tracks to provide better firefighting capacity.

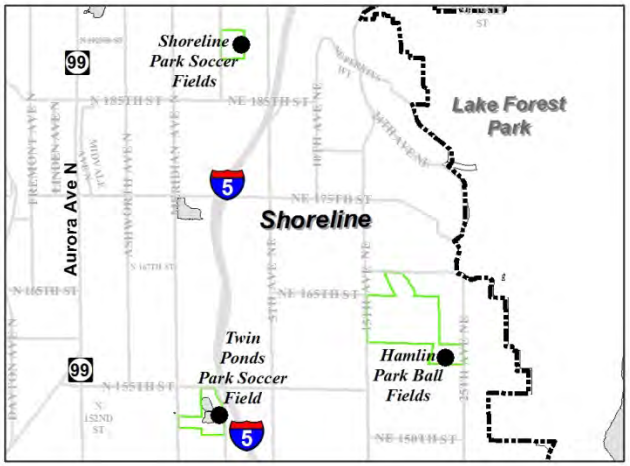
Service Impact:

Increase public safety for park visitors and neighbors.

Changes from the 2017-2022 CIP: New Project

RB SALTWATER PARK FIRE SUPPRESSION LINE											
ORGKEY: NEW J.L.# NEW											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION							25,000			25,000	25,000
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION									466,000	466,000	466,000
TOTAL PROJECT EXPENDITURES							**25,000**		**466,000**	**491,000**	**491,000**
REVENUE SOURCES:											
GENERAL CAPITAL FUND							25,000		466,000	491,000	491,000
TOTAL PROJECT REVENUES							**25,000**		**466,000**	**491,000**	**491,000**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION							Q2 Q3				

TURF AND LIGHTING REPAIR AND REPLACEMENT PROJECTS



Project Description:

This project will fund the repair and replacement of synthetic turf fields and/or wooden light poles and light fixtures at Twin Ponds Park, Shoreline Park A and B fields and Hamlin Park Upper Baseball Fields (light poles only). A 2014 condition report from field turf, pole and lighting experts identified repair and/or replacement of these park features. The scope of the project(s) will be to repair and/or replace the synthetic turf carpet and rubber/sand infill, remove the wooden light poles and if necessary, replace them with metal poles and add new lighting fixtures.

Service Impact:

Continue providing safe places for people to engage in active recreation

<u>Changes from the 2017-2022 CIP</u>: Increased funding by $2.3 million to incorporate the replacement of Shoreline Park A and B synthetic turf fields in 2018 and replace wooden light poles and light fixtures in 2020.

TURF & LIGHTING REPAIR AND REPLACEMENT											
ORGKEY: 2820329 J.L.# GN267900											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	47,208	143,736	148,736	49,492						49,492	245,436
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION	106,556	1,600,000	1,287,409	1,650,508		1,200,000				2,850,508	4,244,473
TOTAL PROJECT EXPENDITURES	**153,764**	**1,743,736**	**1,436,145**	**1,700,000**		**1,200,000**				**2,900,000**	**4,489,909**
REVENUE SOURCES:											
RECREATION & CONSERVATION OFFICE		250,000	250,000								250,000
GENERAL CAPITAL FUND	153,764	1,493,736	1,186,145	1,700,000		1,200,000				2,900,000	4,239,909
TOTAL PROJECT REVENUES	**153,764**	**1,743,736**	**1,436,145**	**1,700,000**		**1,200,000**				**2,900,000**	**4,489,909**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4		Q1 Q2 Q3 Q4					
CONSTRUCTION			Q3	Q1 Q2 Q3 Q4		Q1 Q2 Q3 Q4					

CITY MAINTENANCE FACILITY

Project Description: Evaluate improvements required to utilize existing City facilities for long term maintenance operations. Implementation and operational costs will be used to compare cost with development of a full maintenance program at Hamlin Park. To mitigate the use of park land, evaluate the development of the North Maintenance Facility site as an expansion to Brugger's Bog Park. Prepare cost estimates and conceptual layouts for the three analyses.

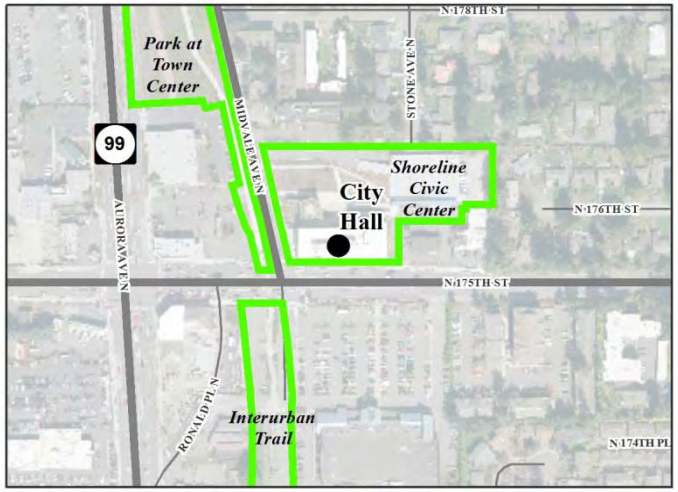
In 2013, the City of Shoreline purchased the Brugger's Bog Maintenance Facility with the intent to develop a new Public Works Maintenance Facility known as the North Maintenance Facility (NMF). In 2016, a predesign analysis was completed for this site that identified higher-than-anticipated development costs. As a result, City Council asked staff to pause development of the NMF and complete a location analysis that would explore potential properties suitable for an alternative maintenance facility location. In 2017 staff presented results of the analysis to City Council and received direction to complete the current scope of work as identified above.

Service Impact: A facility that accommodates and provides for growth and the space needs of employees would allow crews to respond to customer requests more efficiently.

Changes from the 2017-2022 CIP: Increase budget by $262,336 and adjust schedule for completion of this scope of work in 2018.

CITY MAINTENANCE FACILITY											
ORGKEY: 2819299 J.L.# GN258500											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	289,771	329,924	329,260	113,000						113,000	732,031
2-REAL ESTATE ACQUISITION	2,931,743										2,931,743
3-CONSTRUCTION	47,310			150,000						150,000	197,310
TOTAL PROJECT EXPENDITURES	3,268,825	329,924	329,260	263,000						263,000	3,861,085
REVENUE SOURCES:											
LIMITED TAX GENERAL OBLIGATION BOND 2013 (*)	3,241,690	317,634	317,634								3,559,324
GENERAL CAPITAL FUND	27,135	12,290	11,626	263,000						263,000	301,761
TOTAL PROJECT REVENUES	3,268,825	329,924	329,260	263,000						263,000	3,861,085
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	Y			1,500						1,500	
PROJECT TIME LINE:			2017E	2018E	2019E	2020E	2021E	2022E	2023E		
PROJECT ADMINISTRATION			Q1 Q2	Q1 Q2							

POLICE STATION AT CITY HALL



Project Description: The existing Police Facility has reached the end of its life cycle and does not meet current space needs. A 2013 analysis of potential sites recommended locating a new Police Station on the first floor of City Hall and moving the Planning and Community Development Department to the third floor. This will require build out of the existing third floor, remodeling the first floor, constructing an addition to the east side of City Hall, and site improvements for access and parking.

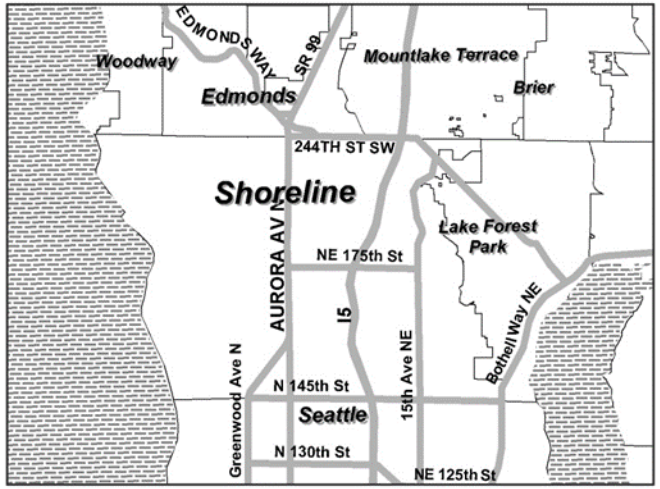
This project's funding will also support a backup generator, HVAC controls and system modifications, City Hall lobby acoustic treatment and a new card key access control system.

Service Impact: This project will provide a centrally located and updated Police Station at City Hall. The backup generator will allow for critical services to be maintained within the Police Station areas during power outages.

Changes from the 2017-2022 CIP: The project costs have been increased by $1.058 million. The scope has also been revised to include improvements and/or long term maintenance associated with City Hall.

POLICE STATION AT CITY HALL											
ORGKEY: 2819298 J.L.# GN258440											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	594,703	226,938	244,017	143,549						143,549	982,269
2-REAL ESTATE ACQUISITION	1,400,030										1,400,030
3-CONSTRUCTION	2,044	5,322,910	4,866,921	1,568,164						1,568,164	6,437,129
TOTAL PROJECT EXPENDITURES	**1,996,777**	**5,549,848**	**5,110,938**	**1,711,713**						**1,711,713**	**8,819,428**
REVENUE SOURCES:											
SALE OF CURRENT POLICE STATION		1,800,000	2,100,000								2,100,000
TREASURY SEIZURE FUND	1,996,780	603,220	838,818								2,835,598
GENERAL FUND CONTRIBUTION		1,782,796	782,796	1,471,505						1,471,505	2,254,301
TREASURY SEIZURE FUND - POTENTIAL		200,000	200,000								200,000
STATE AND FEDERAL DRUG FORFEITURE FUND		437,397	837,294								837,294
REMEDIATION MITIGATION CLAIMS			154,000								154,000
GENERAL CAPITAL FUND	(3)	726,435	198,030	240,208						240,208	438,235
TOTAL PROJECT REVENUES	**1,996,777**	**5,549,848**	**5,110,938**	**1,711,713**						**1,711,713**	**8,819,428**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**	53,229	48,669	15,682						64,351	
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4	Q1 Q2							
CONSTRUCTION			Q1 Q2 Q3 Q4	Q1 Q2							

OUTDOOR MULTI-USE SPORT COURT



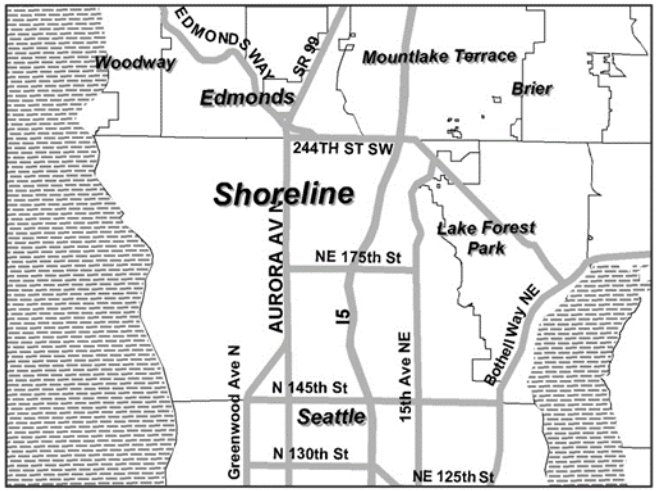
Project Description: A new outdoor multi-purpose court (Basketball, volleyball) will be constructed. The PROS Plan identified the need for additional outdoor basketball courts.

Service Impact: Provide a new opportunity for people to engage in active recreation.

Changes from the 2017-2022 CIP: New Project

OUTDOOR MULTI-USE SPORT COURT											
ORGKEY: 2820361 J.L.# GN277756											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION				10,000						10,000	10,000
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION				65,000						65,000	65,000
TOTAL PROJECT EXPENDITURES				**75,000**						**75,000**	**75,000**
REVENUE SOURCES:											
YOUTH & AMATEUR SPORTS GRANT				25,000						25,000	25,000
PARK IMPACT FEES				50,000						50,000	50,000
TOTAL PROJECT REVENUES				**75,000**						**75,000**	**75,000**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION				Q1 Q2 Q3 Q4							

PARKS FACILITIES RECREATION AMENITIES PLAN



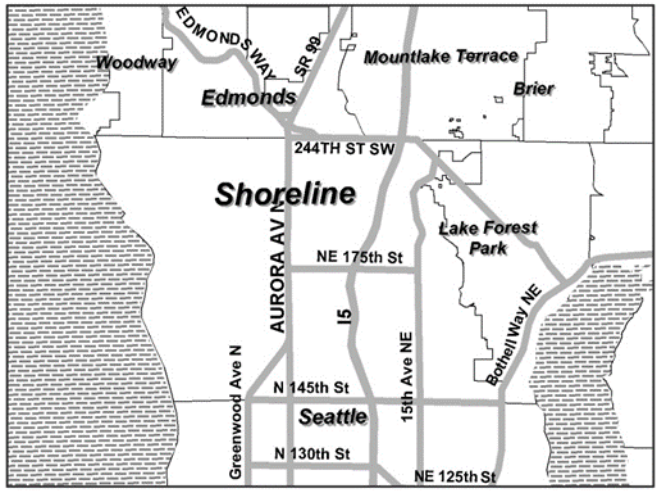
Project Description: The adopted PROS identified a series of park and recreation amenities and potential locations needed to maintain the Shoreline Parks level of service including community garden, basketball courts, off leash area, paved loop path, etc. This project will prepare more detailed plans for providing those amenities.

Service Impact: Provide a variety of opportunities to Shoreline residents to play and recreate

Changes from the 2017-2022 CIP: New Project

PARKS FACILITIES RECREATION AMENITIES PLAN											
ORGKEY: 2820347 J.L.# GN272000											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION		125,000	25,000	125,000	125,000					250,000	275,000
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES		**125,000**	**25,000**	**125,000**	**125,000**					**250,000**	**275,000**
REVENUE SOURCES:											
PARK IMPACT FEES					125,000					125,000	125,000
GENERAL CAPITAL FUND		125,000	25,000	125,000						125,000	150,000
TOTAL PROJECT REVENUES		**125,000**	**25,000**	**125,000**	**125,000**					**250,000**	**275,000**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q 3 Q4						

PROS PLAN IMPLEMENTATION



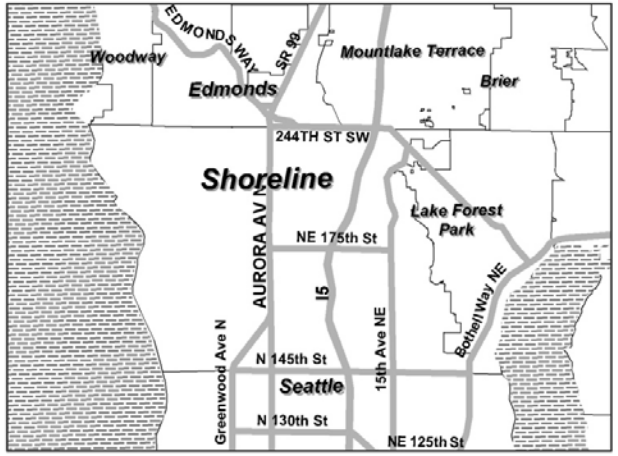
Project Description: The City Council adopted the Parks Recreation and Open Space Plan 2017-2023 on July 31, 2017. This project will begin implementation of key parts of the plan such as next steps for property acquisition and preliminary planning and design work.

Service Impact: Provide high quality and diverse opportunities for people to enjoy active and passive recreation.

Changes from the 2017-2022 CIP: New Project

PROS PLAN IMPLEMENTATION											
ORGKEY: 2821360 J.L.# GN277400/500											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION				118,311						118,311	118,311
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES				**118,311**						**118,311**	**118,311**
REVENUE SOURCES:											
GENERAL CAPITAL FUND				118,311						118,311	118,311
TOTAL PROJECT REVENUES				**118,311**						**118,311**	**118,311**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION				Q1 Q2 Q3 Q4							

GENERAL CAPITAL ENGINEERING



Project Description: This program provides non-project specific support for parks and other general capital fund projects including staff and other resources.

Service Impact: Improve City facilities, open space, recreational facilities for the citizens of Shoreline.

Changes from 2017-2022 CIP: The new cost estimate includes the addition of funding for projects through 2018.

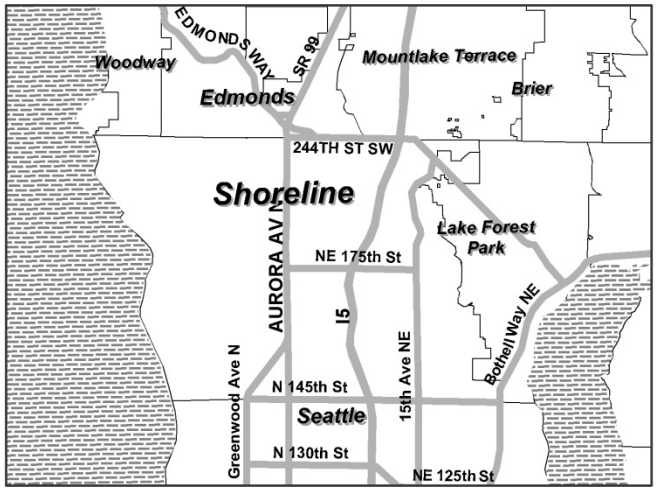
GENERAL CAPITAL ENGINEERING ORGKEY: 2713065 J.L.# MULTIPLE PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	740,103	105,000	105,000	105,000	85,000	85,000	85,000	85,000	85,000	530,000	1,375,103
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES	**740,103**	**105,000**	**105,000**	**105,000**	**85,000**	**85,000**	**85,000**	**85,000**	**85,000**	**530,000**	**1,375,103**
REVENUE SOURCES:											
GENERAL CAPITAL FUND	740,103	105,000	105,000	105,000	85,000	85,000	85,000	85,000	85,000	530,000	1,375,103
TOTAL PROJECT REVENUES	**740,103**	**105,000**	**105,000**	**105,000**	**85,000**	**85,000**	**85,000**	**85,000**	**85,000**	**530,000**	**1,375,103**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4		

This page intentionally left blank.

Projects to be completed in current year

(2017)

PARKS, RECREATION AND OPEN SPACE PLAN UPDATE



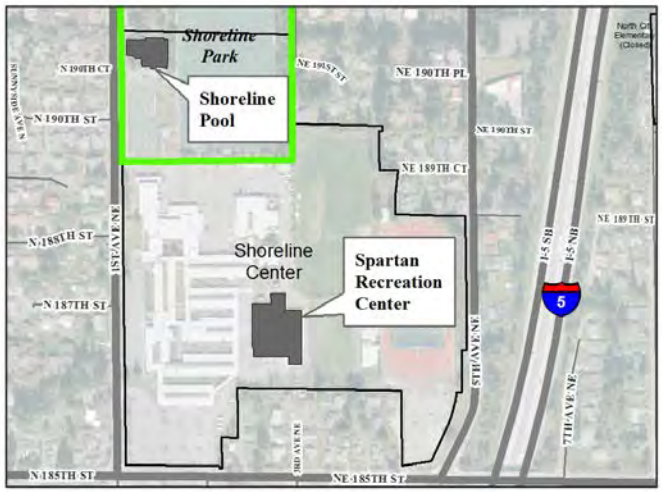
Project Description: This project will update the Parks, Recreation and Open Space (PROS) Plan to meet Washington State Growth Management Act (GMA) 36.70A 130(4) and Comprehensive Plan Goals to provide updates to this plan very six years. The City Council Adopted the Plan on July 31, 2017.

Service Impact: Project includes an updated vision for future parks and recreation needs for Shoreline.

Changes from the 2017-2022 CIP: The total project budget was reduced from $130,000 to $71,680 to reflect actual expenditures. Project completed.

PARKS, RECREATION AND OPEN SPACE UPDATE											
ORGKEY: 2822273 J.L.# GN255600											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	61,680	68,320	10,000								71,680
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES	**61,680**	**68,320**	**10,000**								**71,680**
REVENUE SOURCES:											
GENERAL CAPITAL FUND	61,680	68,320	10,000								71,680
TOTAL PROJECT REVENUES	**61,680**	**68,320**	**10,000**								**71,680**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3								

POOL & RECREATION FACILITY MASTER PLANNING



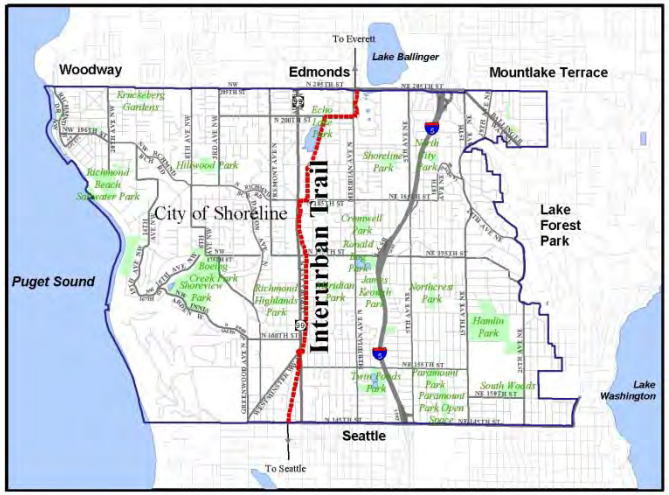
Project Description: The purpose of this feasibility study of the aquatic / community center is to research options for replacing the Shoreline Pool and Spartan Recreation Center. The study will analyze community needs and potential sites for a new aquatic center and/or combined aquatic and general recreation and community center.

Service Impact: Analyze the needs for a new pool and recreation / community center.

Changes from the 2017-2022 CIP: Funding was decreased by $10,000 to reflect actual expenditures. Project completed.

POOL & RECREATION FACILITY MASTER PLANNING											
ORGKEY: 2821331 J.L.# GN268800											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	96,292	18,708	8,717								105,009
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES	**96,292**	**18,708**	**8,717**								**105,009**
REVENUE SOURCES:											
GENERAL CAPITAL FUND	96,292	18,708	8,717								105,009
TOTAL PROJECT REVENUES	**96,292**	**18,708**	**8,717**								**105,009**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			2017E	2018E	2019E	2020E	2021E	2022E	2023E		
PROJECT ADMINISTRATION			Q1 Q2								

REGIONAL TRAIL SIGNAGE



Project Description: A project funded by the 2007 six-year King County voter approved trail levy that will create trail signage to the Interurban Trail and to other local and regional trail linkages. The signage plan was approved in early 2014 and construction of Phase 1 of the project was completed in April 2017.

Service Impact: Provide better signage and guidance for pedestrians and cyclists to and from local and regional trails.

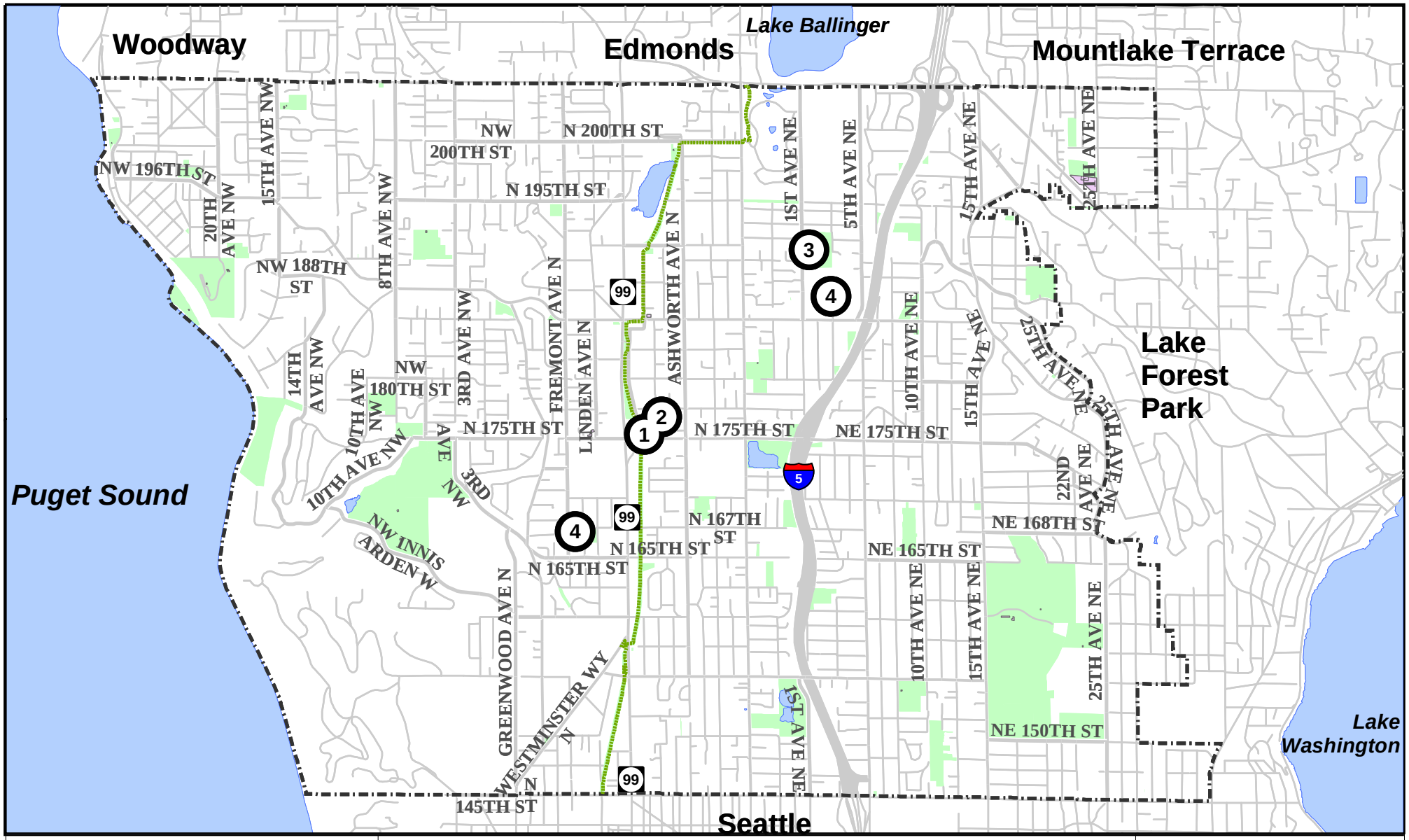
Changes from the 2017-2022 CIP: Funding was decreased by $21,545 to reflect actual expenditures. Project completed.

REGIONAL TRAIL SIGNAGE											
ORGKEY: 2820294 J.L.# GN258038											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	77,747	25,000	8,000								85,747
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION	1,320	55,000	49,993								51,313
TOTAL PROJECT EXPENDITURES	**79,067**	**80,000**	**57,993**								**137,060**
REVENUE SOURCES:											
KC TRAIL LEVY FUNDING RENEWAL	6,368	70,000	56,962								63,330
KC TRAIL LEVY VOTER APPROVED TRAIL FUNDING (*)	72,698		1,031								73,729
GENERAL CAPITAL FUND	1	10,000									1
TOTAL PROJECT REVENUES	**79,067**	**80,000**	**57,993**								**137,060**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**	550	500							500	
IMPACT ON OPERATING BUDGET		**2017CB**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
OTHER				2,000	2,000	2,000	2,000	2,000	2,000		
TOTAL IMPACT ON OPERATING BUDGET				**2,000**	**2,000**	**2,000**	**2,000**	**2,000**	**2,000**		
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4								
CONSTRUCTION			Q1 Q2								

FACILITIES

This page has been intentionally left blank.

FACILITIES – MAJOR MAINTENANCE FUND SUMMARY



City of Shoreline
2018-2023
Capital Improvement Plan

Date: 9/21/2017
J:\GIS\Maps\Finance\CIP\2018\CIP_Facilities_18.mxd

Interurban Trail
Park

1. City Hall Long-Term Maintenance
2. City Hall Parking Garage Long-Term Maintenance
3. Shoreline Pool Long-Term Maintenance
4. Richmond Highlands Community Center Long-Term Maintenance
5. Spartan Recreation Center

CITYWIDE IMPROVEMENTS

Duct Cleaning
Parks Restrooms Long-Term Maintenance

City of Shoreline 2018 - 2023 Capital Improvement Plan
Program Summary
City Facility Major Maintenance Fund

	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES											
GENERAL FACILITIES											
CITY HALL LONG-TERM MAINTENANCE	-	32,000	32,000	10,000	77,904	84,182	68,400	40,000	-	280,486	312,486
CITY HALL PARKING GARAGE LONG-TERM MAINTENANCE	119,349	-	-	-	16,128	-	-	-	-	16,128	135,477
DUCT CLEANING	-	10,000	10,000	33,900	10,000	13,350	10,000	13,350	10,000	90,600	100,600
PARKS FACILITIES											
PARKS RESTROOMS LONG-TERM MAINTENANCE	-	19,000	26,884	-	-	-	25,632	10,682	-	36,314	63,198
SHORELINE POOL LONG-TERM MAINTENANCE	1,130,171	20,000	20,047	20,000	20,000	20,000	20,000	20,000	20,000	120,000	1,270,218
RICHMOND HIGHLANDS COMMUNITY CENTER LONG-TERM MAINTENANCE	251,722	15,000	15,000	80,313	-	2,000	-	40,000	-	122,313	389,035
SPARTAN RECREATION CENTER	15,563	-	-	9,000	-	4,500	-	-	-	13,500	29,063
TOTAL EXPENDITURES	**1,516,805**	**96,000**	**103,931**	**153,213**	**124,032**	**124,032**	**124,032**	**124,032**	**30,000**	**679,341**	**2,300,077**
REVENUES											
GENERAL FUND OPERATING TRANSFER		124,032	124,032	124,032	124,032	124,032	124,032	124,032	124,032	744,192	
INVESTMENT INTEREST		12	12	883	1,314	1,835	1,875	1,917	1,959	9,783	
TOTAL REVENUES		**124,044**	**124,044**	**124,915**	**125,346**	**125,867**	**125,907**	**125,949**	**125,991**	**753,975**	
BEGINNING FUND BALANCE			**90,285**	**110,398**	**82,100**	**83,414**	**85,249**	**87,124**	**89,041**	**110,398**	
TOTAL REVENUES			124,044	124,915	125,346	125,867	125,907	125,949	125,991	753,975	
TOTAL EXPENDITURES			103,931	153,213	124,032	124,032	124,032	124,032	30,000	679,341	
ENDING FUND BALANCE	**90,285**		**110,398**	**82,100**	**83,414**	**85,249**	**87,124**	**89,041**	**185,032**	**185,032**	
IMPACT ON OPERATING BUDGET			-	-	-	-	-	-	-		

CITY FACILITIES – MAJOR MAINTENANCE FUND SUMMARY

Types of Projects

In the City Facilities-Major Maintenance Fund projects are categorized as General Facilities or Parks Facilities. Funding for these projects comes from General Fund contributions.

2018-2023 CIP Summary

The 2018-2023 City Facilities-Major Maintenance CIP totals $0.679 million. There are 7 funded projects during this period.

Project	2018 Estimate	2019 Estimate	2020 Estimate	2021 Estimate	2022 Estimate	2023 Estimate	Total 2018 - 2023
Expenditures:							
General Facilities	$43,900	$104,032	$97,532	$78,400	$53,350	$10,000	$387,214
Parks Facilities	$109,313	$20,000	$26,500	$45,632	$70,682	$20,000	$292,127
Total Expenditures	**$153,213**	**$124,032**	**$124,032**	**$124,032**	**$124,032**	**$30,000**	**$679,341**
Change in Fund Balance:							
Beginning Fund Balance	$110,398	$82,100	$83,414	$85,249	$87,124	$89,041	$110,398
Total Revenues	$124,915	$125,346	$125,867	$125,907	$125,949	$125,991	$753,975
Total Expenditures	$153,213	$124,032	$124,032	$124,032	$124,032	$30,000	$679,341
Ending Fund Balance	**$82,100**	**$83,414**	**$85,249**	**$87,124**	**$89,041**	**$185,032**	**$185,032**
Impact on Operating Budget	***$0***	***$0***	***$0***	***$0***	***$0***	***$0***	

Policy Issues

General Fund Support: The six-year CIP includes annual contributions totaling $124,032 from the General Fund. When this fund was established in 2004, the annual contribution was $70,000. As part of the long-term financial plan the annual contribution was reduced in 2007 to $30,000 with the intent to increase the contribution by $10,000 per year starting in 2010 through 2013 to reach the original contribution amount of $70,000 in 2014. The proposed CIP includes an annual contribution of $50,000 to provide funding for necessary maintenance costs at the Shoreline Pool and for major maintenance needs as the City Hall begins to age. After the City Hall parking structure was completed, an annual transfer of $4,032 was started to accumulate funds to replace the striping every five years.

Municipal Art Funding: The City Council adopted a Municipal Art Program for capital projects in 2002. Projects that include construction will provide 1% of the construction contract award to the Municipal Art Program. All projects in this fund are considered to be maintenance projects and are therefore ineligible to contribute to the Municipal Art Program.

Underfunded and Unfunded Projects: The following table reflects all the projects that are either underfunded or unfunded and awaiting future funding.

PROJECT TITLE	PROJECT DESCRIPTION	ESTIMATED LOW	ESTIMATED HIGH
UNFUNDED			
Park Restrooms	Implement ongoing repair/replacement program for park restrooms to include installing “tiger” doors, exterior/interior painting, exterior siding and roof maintenance, upgrading fixtures **(high priority)**	$95,000	$150,000
	Full restroom remodel, one restroom per year	$270,000	$405,000
Richmond Highlands Recreation Center	Gymnasium Improvements – Lighting and Floor	$50,000	$80,000
	Roof Replacement	$80,000	$100,000

This page intentionally left blank.

Facilities-Major Maintenance Fund

Projects

CITY HALL LONG-TERM MAINTENANCE

Project Description: This project allocates funds for major repair and maintenance projects needed in the City Hall building. These projects are intended to keep the building energy efficient, weather tight, address safety issues, reduce ongoing maintenance costs, and maintain a professional looking appearance. Based on the Construction schedule for the police station at City Hall, the building asset emergency needs and project priorities costs have shifted from previous capital improvement plans.

2018: Various system controls upgrade and add hose bibs to exterior of building
2019: Interior painting and system controls replacement
2020: Upgrades to interior finishes such as carpet, walls, kitchen cabinet and/or door replacements
2021: Upgrades to interior finishes such as carpet, walls, kitchen cabinet and/or door replacements
2022: Exterior Envelope and Roof Maintenance

Service Impact: These projects will preserve the function and appearance of the building and will upgrade outdated complex technical systems.

Changes from the 2017-2022 CIP: No changes.

CITY HALL LONG-TERM MAINTENANCE ORGKEY: 3119319 J.L.# MA266400 PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION											
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION		32,000	32,000	10,000	77,904	84,182	68,400	40,000		280,486	312,486
TOTAL PROJECT EXPENDITURES		**32,000**	**32,000**	**10,000**	**77,904**	**84,182**	**68,400**	**40,000**		**280,486**	**312,486**
REVENUE SOURCES:											
FACILITIES CAPITAL FUND		32,000	32,000	10,000	77,904	84,182	68,400	40,000		280,486	312,486
TOTAL PROJECT REVENUES		**32,000**	**32,000**	**10,000**	**77,904**	**84,182**	**68,400**	**40,000**		**280,486**	**312,486**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
CONSTRUCTION			Q1 Q2 Q3 Q4								

CITY HALL PARKING GARAGE LONG-TERM MAINTENANCE

Project Description: The parking garage requires on-going maintenance to assure the upper level remains water tight. Minor touch ups to the surface are required to maintain the coating on the upper level. The concrete and parking stones also require repairs and replacement.

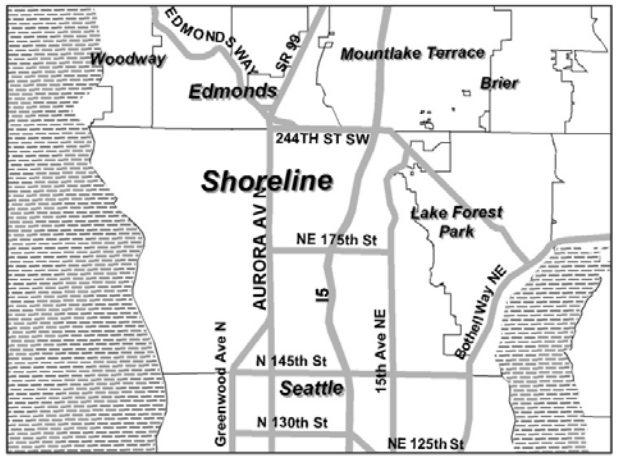
2019: Surface touch up and repairs to address larger maintenance issues.

Service Impact: This project will preserve the City's parking garage from deteriorating prematurely from water erosion.

Changes from the 2017-2022 CIP: No changes.

CITY HALL PARKING GARAGE LONG-TERM MAINTENANCE											
ORGKEY: 3119320 J.L.# MA266500											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	4,479										4,479
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION	114,870				16,128					16,128	130,998
TOTAL PROJECT EXPENDITURES	**119,349**				**16,128**					**16,128**	**135,477**
REVENUE SOURCES:											
FACILITIES CAPITAL FUND	119,349				16,128					16,128	135,477
TOTAL PROJECT REVENUES	**119,349**				**16,128**					**16,128**	**135,477**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
CONSTRUCTION					Q3						

HVAC DUCT CLEANING CITYWIDE



Project Description: This is an on-going program for initial and on-going cleaning of air ducts in the pool, community centers and other buildings to increase the life span of systems, reduce future maintenance, save energy, and improve air quality for staff and users of City facilities. In addition RGF filters will be installed that contain ultraviolet light tubes. RFG filters minimize and neutralize indoor air pollutants such as bacteria, low grade viruses, mold, gases (VOCs), odors, pollen, dust, and other airborne particles from the air that pass through the Heating, Ventilation and Air Conditioning (HVAC) system. After the initial installation of the RGF filters, bulb replacement is the only maintenance item for this filter system. The long term net effect for City facilities that serve the public is a better overall air quality especially during cold and flu season.

2018: City Hall and RGF Installation Citywide
2019: Richmond Highlands Recreation Center
2020 - 2023: All Three Facilities

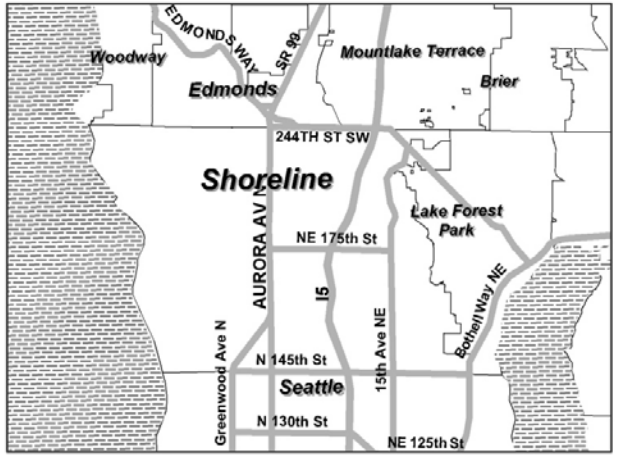
Service Impact: This project maintains and enhances the air quality of all facilities, improving the program and administrative spaces for users of City Facilities.

Changes from the 2017-2022 CIP: No changes.

DUCT CLEANING ORGKEY: 3119348 J.L.# MA272100 PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION				3,900		1,350		1,350		6,600	6,600
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION		10,000	10,000	30,000	10,000	12,000	10,000	12,000	10,000	84,000	94,000
TOTAL PROJECT EXPENDITURES		**10,000**	**10,000**	**33,900**	**10,000**	**13,350**	**10,000**	**13,350**	**10,000**	**90,600**	**100,600**
REVENUE SOURCES:											
FACILITIES CAPITAL FUND		10,000	10,000	33,900	10,000	13,350	10,000	13,350	10,000	90,600	100,600
TOTAL PROJECT REVENUES		**10,000**	**10,000**	**33,900**	**10,000**	**13,350**	**10,000**	**13,350**	**10,000**	**90,600**	**100,600**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										

PROJECT TIME LINE:	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**
PROJECT ADMINISTRATION	Q1	Q1	Q1	Q1	Q1	Q1	Q1
CONSTRUCTION	Q3	Q3	Q3	Q3	Q3	Q3	Q3

PARK RESTROOMS LONG-TERM MAINTENANCE



Project Description: This project will provide one limited restroom remodel based on the NAC facility assessment performed in 2016 in preparation for the next PROS Plan to assess the impacts of limited remodel vs. complete replacement.

The concrete floors have become porous and are hard to clean and keep odor free. The interior finishes have become worn and hard to maintain. This project will select a restroom to receive an epoxy floor overlay, new partitions interior paint, new lighting ,accessories and hand dryers The main fixtures will be reused.

Service Impact: This project enhances visibility and safety to users of City Facilities.

Changes from the 2017-2022 CIP: The total cost of the project increased $7,884.

PARKS RESTROOMS LONG-TERM MAINTENANCE											
ORGKEY: 3121332 J.L.# MA268900											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION											
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION		19,000	26,884				25,632	10,682		36,314	63,198
TOTAL PROJECT EXPENDITURES		**19,000**	**26,884**				**25,632**	**10,682**		**36,314**	**63,198**
REVENUE SOURCES:											
FACILITIES CAPITAL FUND		19,000	26,884				25,632	10,682		36,314	63,198
TOTAL PROJECT REVENUES		**19,000**	**26,884**				**25,632**	**10,682**		**36,314**	**63,198**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
CONSTRUCTION							Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4		

SHORELINE POOL LONG-TERM MAINTENANCE

Project Description: In 2016, this project completed major long-term maintenance needs at the Shoreline Pool required to keep the facility safe and in proper operating condition. Pool Operations are estimated to be able to continue until the year 2222.

The scope of work for this Capital Improvement Project now shifts to less major repairs and utility conservation work required to keep the pool operational until the year 2022. $20,000 per year is budgeted for ongoing and pool facility repairs.

Service Impact: This project will preserve the City's investment in the pool facility and allow the facility to continue to be open and available to serve the needs of Shoreline's citizens while the Parks, Recreation, and Open Space (PROS) Plan examines and guides the long range recreational planning needs for a Community and Aquatic Center.

Changes from the 2017-2022 CIP: The total project cost has decreased from $1,339,745 to $1,270,218.

SHORELINE POOL LONG-TERM MAINTENANCE											
ORGKEY: 3121180 J.L.# MULTIPLE											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	147,942		47								147,989
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION	982,229	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	120,000	1,122,229
TOTAL PROJECT EXPENDITURES	**1,130,171**	**20,000**	**20,047**	**20,000**	**20,000**	**20,000**	**20,000**	**20,000**	**20,000**	**120,000**	**1,270,218**
REVENUE SOURCES:											
SHORELINE SCHOOL DISTRICT	50,000										50,000
GENERAL FUND CONTRIBUTION	600,000										600,000
FACILITIES CAPITAL FUND	480,171	20,000	20,047	20,000	20,000	20,000	20,000	20,000	20,000	120,000	620,218
TOTAL PROJECT REVENUES	**1,130,171**	**20,000**	**20,047**	**20,000**	**20,000**	**20,000**	**20,000**	**20,000**	**20,000**	**120,000**	**1,270,218**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
CONSTRUCTION			Q1 Q2	Q1 Q2	Q1 Q2	Q1 Q2					

RICHMOND HIGHLANDS COMMUNITY CENTER LONG-TERM MAINTENANCE

Project Description: The Recreation Center is in need of larger repairs and system replacements in order to properly maintain the building. The building exterior was planned to be painted in 2015 however an inspection made will delay this until 2018. The basketball court is in need of a full replacement in 2018 and refinishing in 2020. Widow and Lighting Replacement is scheduled for 2022. The Facility Roof was cleaned and patched in 2016. It is being monitored closely as it is near the end of its useful life. The estimated value of this deferred major maintenance is $80,000. Planned Projects in future CIP Cycles may be deferred should roof failure occur.

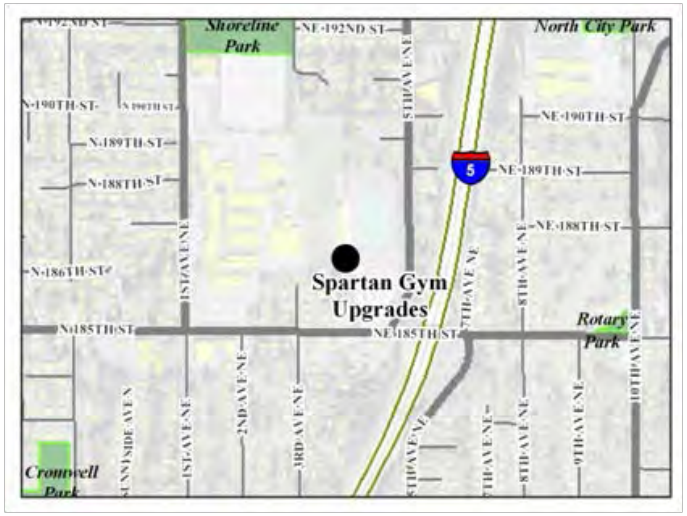
2017: HVAC system repairs.
2018: Exterior painting and full replacement of wood gym floors.
2020: Refinishing gym floors.
2022: Window and Lighting Replacement

Service Impact: This project will preserve the City's investment in this recreational facility and allow the facility to continue to be open and available to serve the needs of Shoreline's citizens while the Parks, Recreation and Open Space (PROS) Plan examines and guides the long range recreational planning needs for a Community and Aquatic Center.

Changes from the 2017-2022 CIP: Project cost estimates increased from $380,288 to $389,035.

RICHMOND HIGHLANDS COMMUNITY CENTER LONG-TERM MAINTENANCE											
ORGKEY: 3121120 J.L.# MULTIPLE											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION											
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION	251,722	15,000	15,000	80,313		2,000		40,000		122,313	389,035
TOTAL PROJECT EXPENDITURES	**251,722**	**15,000**	**15,000**	**80,313**		**2,000**		**40,000**		**122,313**	**389,035**
REVENUE SOURCES:											
FACILITIES CAPITAL FUND	251,722	15,000	15,000	80,313		2,000		40,000		122,313	389,035
TOTAL PROJECT REVENUES	**251,722**	**15,000**	**15,000**	**80,313**		**2,000**		**40,000**		**122,313**	**389,035**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
CONSTRUCTION			Q2								

SPARTAN RECREATION CENTER



Project Description: Parking lot security conditions improvements have been suggested by both the Police Department to deter criminal activity, and to provide safety for City Recreation staff and the patrons of the facility. The carpet is currently stained and worn and needs to be replaced. The kitchen will require an update to better serve the community.

2018: Sand and recoat gym and other wood floors.
2020: Refinish gym and other wood floors.

Service Impact: The security of our citizens and facility is of the highest priority to the City, and the parking lot improvements can remedy a majority of the safety concerns. Part of this project will improve the interior of the building by removing the worn carpet in the hallways. The kitchen upgrades will be replacing 10 year old equipment with energy efficient units.

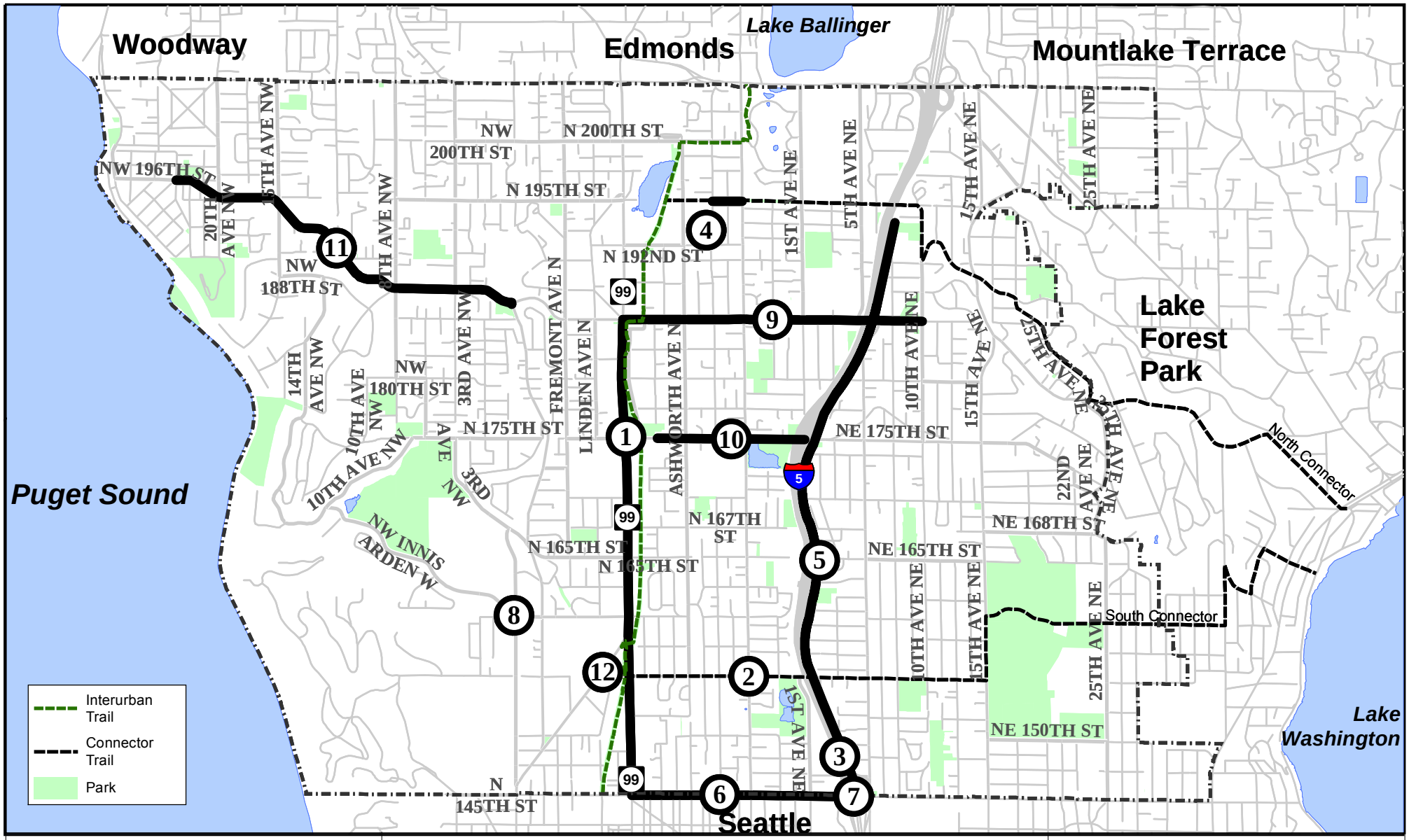
Changes from the 2017-2022 CIP: Project costs were reduced from $32,110 to $29,063.

SPARTAN RECREATION CENTER											
ORGKEY: 3121297 J.L.# MULTIPLE											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION											
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION	15,563			9,000		4,500				13,500	29,063
TOTAL PROJECT EXPENDITURES	**15,563**			**9,000**		**4,500**				**13,500**	**29,063**
REVENUE SOURCES:											
FACILITIES CAPITAL FUND	15,563			9,000		4,500				13,500	29,063
TOTAL PROJECT REVENUES	**15,563**			**9,000**		**4,500**				**13,500**	**29,063**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
CONSTRUCTION			Q3								

ROADS CAPITAL

This page has been intentionally left blank.

ROADS CAPITAL FUND SUMMARY



City of Shoreline
2018-2023
Capital Improvement Plan

Date: 9/29/2017

1. Aurora Median Retrofits
2. Meridian Ave N & N 155th St Signal Improvements
3. 147th/148th Non-Motorized Bridge
4. Echo Lake Safe Routes to School
5. Trail Along the Rail
6. 145th Corridor – 99th to I-5
7. 145th to I-5 Interchange
8. 160th And Greenwood and Innis Arden Intersection
9. 185th St Corridor Study
10. N 175th St - Stone Ave N to I5
11. Richmond Beach Re-channelization
12. Westminster and 155th Improvements

CITYWIDE IMPROVEMENTS

- Annual Road Surface Maintenance Program
- Bike System Implementation
- Curb Ramp, Gutter, & Sidewalk Program
- Radar Speed Signs
- Traffic Safety Improvements
- Traffic Signal Rehabilitation
- Transportation Master Plan Update
- Complete Streets Ped-Bike

City of Shoreline 2018 - 2023 Capital Improvement Plan
Program Summary
Roads Capital Fund

	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES											
REPAIR AND REPLACEMENT											
Pedestrian / Non-Motorized Projects											
TRAFFIC SAFETY IMPROVEMENTS	1,721,696	193,828	193,452	160,775	163,814	167,005	175,355	184,123	193,329	1,044,401	2,959,550
System Preservation Projects											
ANNUAL ROAD SURFACE MAINTENANCE PROGRAM	13,205,047	2,673,964	2,592,145	2,300,000	1,120,000	2,100,000	1,120,000	1,900,000	1,350,000	9,890,000	25,687,192
AURORA MEDIAN RETROFITS	-	-	-	-	-	175,000	-	-	-	175,000	175,000
CURB RAMP, GUTTER AND SIDEWALK MAINTENANCE PROGRAM	2,277,297	331,817	190,000	190,000	190,000	200,000	200,000	200,000	200,000	1,180,000	3,647,297
COMPLETE STREETS- PED/BIKE GAPS	-	-	-	250,000	-	-	-	-	-	250,000	250,000
MERIDIAN AVE N & N 155TH ST SIGNAL IMPROV	3,796	355,133	169,525	430,000	-	-	-	-	-	430,000	603,321
TRAFFIC SIGNAL REHABILITATION PROGRAM	1,518,407	170,863	170,863	121,551	127,628	134,010	140,711	147,746	155,133	826,779	2,516,049
CAPACITY CONSTRUCTION											
Pedestrian / Non-Motorized Projects											
147TH/148TH NON-MOTORIZED BRIDGE	-	500,000	200,000	300,000	-	-	-	-	-	300,000	500,000
ECHO LAKE SAFE ROUTES TO SCHOOL	115,043	450,305	479,000	5,624	-	-	-	-	-	5,624	599,667
TRAIL ALONG THE RAIL	19,028	275,000	260,000	140,972	-	-	-	-	-	140,972	420,000
Safety / Operations Projects											
145TH CORRIDOR - 99TH TO I5	18,624	4,535,095	4,034,178	1,437,281	-	-	-	-	-	1,437,281	5,490,083
145TH AND I5 INTERCHANGE	0	3,395,000	2,000,000	2,500,000	500,000	7,986,000	8,187,000	-	-	19,173,000	21,173,000
160TH AND GREENWOOD/INNIS ARDEN INTERSECTION	-	125,000	20,000	105,000	-	-	-	-	-	105,000	125,000
185TH CORRIDOR STUDY	8,186	556,814	150,000	375,000	-	-	-	-	-	375,000	533,186
N 175TH ST - STONE AVE N TO I5	-	1,640,000	-	1,640,000	2,460,000	-	-	-	-	4,100,000	4,100,000
RICHMOND BEACH RE-CHANNELIZATION	-	200,000	30,000	330,000	-	-	-	-	-	330,000	360,000
RADAR SPEED SIGNS	473	119,983	16,322	127,716	-	-	-	-	-	127,716	144,511
WESTMINSTER AND 155TH IMPROVEMENTS	8,581	441,419	400,000	100,000	2,610,000	-	-	-	-	2,710,000	3,118,581
PROJECTS TO BE COMPLETED IN CURRENT YEAR (2017)											
AURORA AVENUE NORTH 192ND - 205TH	41,006,003	208,630	360,705	-	-	-	-	-	-	-	41,366,708
BIKE SYSTEM IMPLEMENTATION	49,702	593,023	592,376	-	-	-	-	-	-	-	642,078
EINSTEIN SAFE ROUTE TO SCHOOL	667,345	8,745	5,762	-	-	-	-	-	-	-	673,107
INTERURBAN TRAIL/BURKE-GILMAN CONNECTORS	116,490	438,009	403,058	-	-	-	-	-	-	-	519,548
NON-PROJECT SPECIFIC											
ROADS CAPITAL ENGINEERING	2,149,480	360,000	360,000	454,053	385,000	395,000	405,000	415,000	415,000	2,469,053	4,978,533
TRANSPORTATION MASTER PLAN UPDATE	-	260,000	120,000	105,000	400,000	50,000	-	-	-	555,000	675,000
COST ALLOCATION CHARGES		64,736	64,736	57,194	55,000	50,000	50,000	50,000	50,000	312,194	376,930
TOTAL EXPENDITURES	**62,885,199**	**17,897,364**	**12,812,122**	**11,130,166**	**8,011,442**	**11,257,015**	**10,278,066**	**2,896,869**	**2,363,462**	**45,937,020**	**121,634,341**
REVENUES											
REAL ESTATE EXCISE TAX		1,195,965	1,693,142	1,368,768	1,449,263	1,529,005	1,609,641	1,692,370	1,779,363	9,428,410	
INVESTMENT INTEREST		61,690	61,690	29,656	37,178	18,996	2,472	9,962	1,655	99,919	
GENERAL FUND CONTRIBUTION		1,848,401	1,086,587	980,168	244,822	241,938	239,403	236,924	236,924	2,180,179	
OTHER ONE-TIME TRANSFERS IN		-	-	441	-	-	-	-	-	441	
CMAQ		32,527	22,105	-	-	-	-	-	-	-	
CONNECTING WASHINGTON		-	-	-	-	7,986,000	8,187,000	-	-	16,173,000	
FEDERAL - STP		8,991,458	6,359,608	5,379,464	2,127,900	-	-	-	-	7,507,364	
FTA - RAPID RIDE		3,261	6,763	-	-	-	-	-	-	-	
GRANTS FROM PRIVATE SOURCES		-	-	-	-	-	-	-	-	-	
HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP)		518,640	38,185	421,898	-	-	-	-	-	421,898	
PRIVATE DONATIONS		-	-	-	1,630,000	-	-	-	-	1,630,000	
SAFE ROUTES TO SCHOOL		391,760	416,260	-	-	-	-	-	-	-	
TRANSPORTATION IMPROVEMENT BOARD		125,000	111,630	250,000	-	-	-	-	-	250,000	
TRANSPORTATION BENEFIT DISTRICT		1,497,359	1,497,359	1,222,279	830,000	830,000	830,000	830,000	830,000	5,372,279	
TRANSPORTATION IMPACT FEES		221,400	-	221,400	332,100	-	-	-	-	553,500	
WSDOT - PEDESTRIAN & BICYCLE SAFETY PROGRAM		403,273	403,058	-	-	-	-	-	-	-	
TOTAL REVENUES		**15,290,734**	**11,696,387**	**9,874,074**	**6,651,263**	**10,605,939**	**10,868,516**	**2,769,256**	**2,847,942**	**43,616,990**	
BEGINNING FUND BALANCE			**4,822,748**	**3,707,013**	**2,323,630**	**863,451**	**112,375**	**452,826**	**75,213**	**3,707,013**	
TOTAL REVENUES			11,696,387	9,874,074	6,651,263	10,605,939	10,868,516	2,769,256	2,847,942	43,616,990	
TOTAL EXPENDITURES			12,812,122	11,130,166	8,011,442	11,257,015	10,278,066	2,896,869	2,363,462	45,937,020	
RESTRICTED AMOUNT FOR GRANT MATCHING				127,291	100,000	100,000	250,000	250,000	250,000	1,077,291	
ENDING FUND BALANCE	**4,822,748**		**3,707,013**	**2,323,630**	**863,451**	**112,375**	**452,826**	**75,213**	**309,692**		
IMPACT ON OPERATING BUDGET			118,351	118,351	118,474	118,519	118,519	118,519	118,519		

ROADS CAPITAL FUND SUMMARY

Types of Projects

In the Roads Capital Fund projects are categorized as Repair & Replacement or Capacity Construction. Within those two categories they are further categorized as Pedestrian/Non-Motorized Projects, System Preservation Projects, and Safety/Operations Projects. Funding for these projects is primarily a result of monies from real estate excise tax (REET), one-time General Fund revenues, municipal financing, and grants.

2018-2023 CIP Summary

The 2018-2023 Roads Capital CIP totals $45.937 million. There are 18 funded projects during this period.

Project	2018 Estimate	2019 Estimate	2020 Estimate	2021 Estimate	2022 Estimate	2023 Estimate	Total 2018 - 2023
Expenditures:							
Pedestrian / Non-Motorized Projects	$607,371	$163,814	$167,005	$175,355	$184,123	$193,329	$1,490,997
System Preservation Projects	$2,611,551	$1,437,628	$2,434,010	$1,460,711	$2,247,746	$1,705,133	$11,896,779
Safety / Operations Projects	$7,294,997	$5,570,000	$8,161,000	$8,187,000	$0	$0	$29,212,997
Non-Project Specific	$616,247	$840,000	$495,000	$455,000	$465,000	$465,000	$3,336,247
Total Expenditures by Year	**$11,130,166**	**$8,011,442**	**$11,257,015**	**$10,278,066**	**$2,896,869**	**$2,363,462**	**$45,937,020**
Change in Fund Balance:							
Beginning Fund Balance	$3,707,013	$2,323,630	$863,451	$112,375	$452,826	$75,213	$3,707,013
Total Revenues	$9,874,074	$6,651,263	$10,605,939	$10,868,516	$2,769,256	$2,847,942	$43,616,990
Amount Restricted for Grant Matching	$127,291	$100,000	$100,000	$250,000	$250,000	$250,000	$1,077,291
Total Expenditures	$11,130,166	$8,011,442	$11,257,015	$10,278,066	$2,896,869	$2,363,462	$45,937,020
Ending Fund Balance	**$2,323,630**	**$863,451**	**$112,375**	**$452,826**	**$75,213**	**$309,692**	**$309,692**
Impact on Operating Budget	***$118,351***	***$118,474***	***$118,519***	***$118,519***	***$118,519***	***$118,519***	

Policy Issues

Master Plan: This capital improvement plan includes transportation projects included in the Transportation Master Plan.

General Fund Contribution: One of the primary funding resources for the transportation capital projects has been an allocation of General Fund revenues. The level of General Fund contribution has been determined by allocating the amount of gambling tax revenue from card room activities in excess of the 7% of the tax rate for transportation capital purposes. In the 2012-2017 CIP the General Fund gambling tax contribution was reduced by the cost of the Transportation Planning Program

move to the City's operating budget. In 2014, the Traffic Services program reallocated a portion of the FTE count to the City's operating budget and the General Fund contribution to the Roads Capital Fund was again reduced. In 2016, the Traffic Services program reallocated a portion of the FTE count to the Roads Capital Fund and the General Fund contribution to the Roads Capital Fund was increased accordingly. In the proposed CIP the 2018 contribution is $97,651.

Municipal Art Funding: The City Council adopted a Municipal Art Program for capital projects in 2002. Projects that include construction will provide 1% of the construction contract award to the Municipal Art Program. Maintenance projects are excluded from the Municipal Art Program.

Underfunded and Unfunded Projects: The following table reflects all the projects that are either underfunded or unfunded and awaiting future funding.

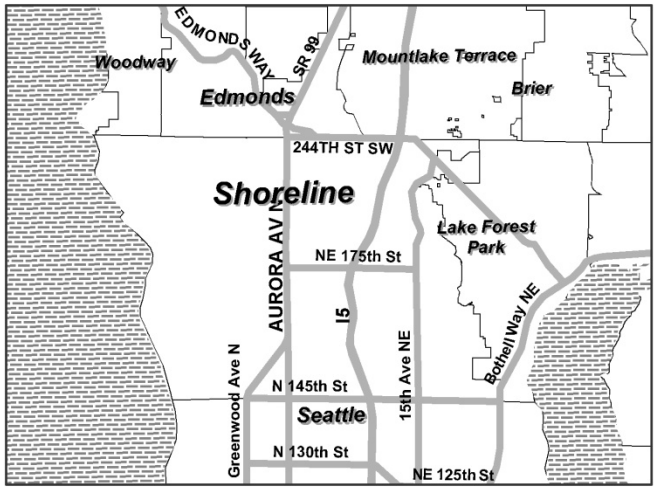
PROJECT TITLE	PROJECT DESCRIPTION	ESTIMATED LOW	ESTIMATED HIGH
UNDERFUNDED			
Pedestrian Improvements	Sidewalks are a high priority for residents of the community. Additional funding is necessary to install sidewalks and pedestrian facilities throughout the City.	$750,000/year	$1,000,000/year
Annual Sidewalk Maintenance (aka Curb Ramp, Gutter and Sidewalk Program)	Annual Sidewalk Maintenance addresses pedestrian safety through the repair and replacement of sidewalk, curb ramps and gutter in compliance with ADA requirements.	$500,000/year	$750,000/year
147th/148th Non-motorized bridge	This project will provide pedestrian connectivity to the 145th Sound Transit Station. It is currently funded for conceptual design but not for full design or construction.	$13,000,000	$15,000,000
UNFUNDED			
NW 160th Street and Greenwood Ave N/Innis Arden Way	This project will improve the operations and safety of this five-way intersection at N 160th St. Greenwood Ave N and Innis Arden Way. Design will be coordinated with Shoreline Community College (SCC) Master Planning and with Metro Transit. Illumination and landscaping will be provided through the realignment area. Bus zone and layover improvements will be included. This project also includes the construction of a new sidewalk on the north side of N 160th St from Dayton Ave N to Greenwood Ave N. Development of conceptual plans and alternatives has been funded in the CIP but design and construction is unfunded.	$1,750,000	$2,000,000

This page intentionally left blank.

Roads Capital Fund

Projects

TRAFFIC SAFETY IMPROVEMENTS



Project Description: The primary purpose of this program is to investigate traffic and pedestrian safety concerns, evaluate possible alternatives, and implement spot improvement projects to improve safety and enhance the livability of neighborhoods. The program works closely with neighborhoods as part of the Neighborhood Traffic Safety Program. Projects that will be completed in 2017-18 include but are not limited to permanent speed hump installation on 12th Ave NW, new crosswalk and pavement marking installations at multiple locations, pedestrian warning sign installations, flashing school zone signs on Greenwood Ave N for Highland Terrace Elementary, and high visibility pedestrian crossing warning flags at multiple locations, and other phase one Neighborhood Traffic Safety Program efforts.

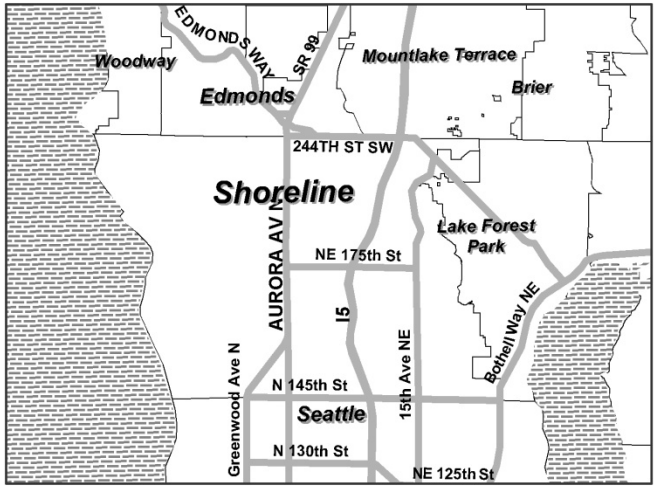
Service Impact: Provide the ability to mobilize and address unplanned small projects, make enhancements along principal, minor and collector arterials, and local streets, and manage traffic issues on local streets through coordination and education, as well as minor capital projects that can include speed humps, traffic circles, signing, and channelization.

Changes from 2017-2022 CIP: Includes the addition of funding for projects in 2023.

TRAFFIC SAFETY IMPROVEMENTS ORGKEY: 2914179 J.L.# ST108500 PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	882,012	93,828	57,881	31,575	63,814	67,005	70,355	73,873	77,567	384,189	1,324,081
2-REAL ESTATE ACQUISITION	3,163										3,163
3-CONSTRUCTION	836,522	100,000	135,571	129,200	100,000	100,000	105,000	110,250	115,763	660,213	1,632,305
TOTAL PROJECT EXPENDITURES	**1,721,696**	**193,828**	**193,452**	**160,775**	**163,814**	**167,005**	**175,355**	**184,123**	**193,329**	**1,044,401**	**2,959,550**
REVENUE SOURCES:											
RESIDENTIAL PARKING ZONE PERMIT	928										928
RESTITUTION - INSURANCE	11,273										11,273
ROADS CAPITAL FUND	1,709,495	193,828	193,452	160,775	163,814	167,005	175,355	184,123	193,329	1,044,401	2,947,349
TOTAL PROJECT REVENUES	**1,721,696**	**193,828**	**193,452**	**160,775**	**163,814**	**167,005**	**175,355**	**184,123**	**193,329**	**1,044,401**	**2,959,550**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										

IMPACT ON OPERATING BUDGET	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E
LANDSCAPING		283	283	283	283	283	283	283
OTHER		227	227	227	227	227	227	227
TOTAL IMPACT ON OPERATING BUDGET		**510**	**510**	**510**	**510**	**510**	**510**	**510**
PROJECT TIME LINE:		**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**
PROJECT ADMINISTRATION		Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4
CONSTRUCTION		Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4

ANNUAL ROAD SURFACE MAINTENANCE PROGRAM



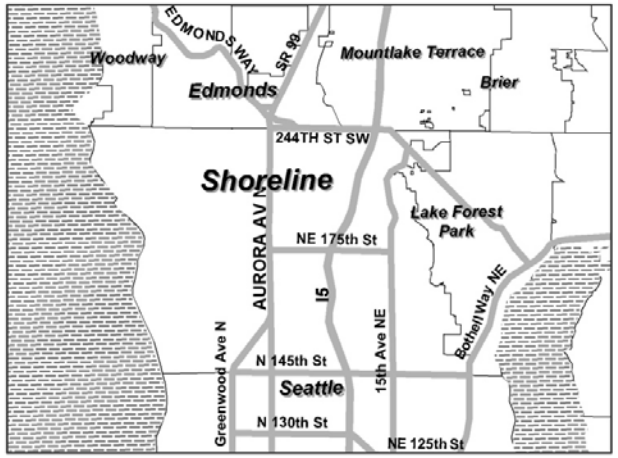
Project Description: The City's long-term road surface maintenance program is designed to maintain the City's road system to the highest condition rating with the funds available using various thicknesses of asphalt overlay and bituminous surface treatments (BST).

Service Impact: BST applications typically extend the useful life of local streets by 7 to 10 years, increase skid resistance and improve ride quality. In addition to providing increased skid resistance and improving ride quality, asphalt overlays generally return the street to full structural capacity and can extend the service life of the road by 15 to 20 years.

Changes from 2017-2022 CIP: The new cost estimate includes the addition of funding for projects in 2023.

ANNUAL ROAD SURFACE MAINTENANCE PROGRAM											
ORGKEY: 2918151 J.L.# Multiple											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	2,142,841	250,000	310,800	300,000	120,000	250,000	120,000	200,000	150,000	1,140,000	3,593,641
2-REAL ESTATE ACQUISITION	1,227										1,227
3-CONSTRUCTION	11,060,979	2,423,964	2,281,345	2,000,000	1,000,000	1,850,000	1,000,000	1,700,000	1,200,000	8,750,000	22,092,324
TOTAL PROJECT EXPENDITURES	**13,205,047**	**2,673,964**	**2,592,145**	**2,300,000**	**1,120,000**	**2,100,000**	**1,120,000**	**1,900,000**	**1,350,000**	**9,890,000**	**25,687,192**
REVENUE SOURCES:											
GENERAL FUND CONTRIBUTION	2,239,888										2,239,888
TRANSPORTATION BENEFIT DISTRICT	2,475,948	1,497,359	1,497,359	1,222,279	830,000	830,000	830,000	830,000	830,000	5,372,279	9,345,586
FEDERAL - STP	41,028	1,064,786	1,054,786	587,289						587,289	1,683,103
ROADS CAPITAL FUND	8,448,183	111,819	40,000	490,432	290,000	1,270,000	290,000	1,070,000	520,000	3,930,432	12,418,615
TOTAL PROJECT REVENUES	**13,205,047**	**2,673,964**	**2,592,145**	**2,300,000**	**1,120,000**	**2,100,000**	**1,120,000**	**1,900,000**	**1,350,000**	**9,890,000**	**25,687,192**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**	24,240	22,813	20,000	10,000	18,500	10,000	17,000	12,000	110,313	
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4		
CONSTRUCTION			Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4		

AURORA MEDIAN RETROFITS



Project Description: Remove cobbles and landscaping in narrow medians and replace with decorative concrete in various locations on Aurora Ave N between N 145th and N 192nd Streets.

Service Impact: Increase safety and reduce maintenance required to weed and maintain cobbles.

AURORA MEDIAN RETROFITS											
ORGKEY: NEW J.L.# NEW											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION						35,000				35,000	35,000
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION						140,000				140,000	140,000
TOTAL PROJECT EXPENDITURES						**175,000**				**175,000**	**175,000**
REVENUE SOURCES:											
ROADS CAPITAL FUND						175,000				175,000	175,000
TOTAL PROJECT REVENUES						**175,000**				**175,000**	**175,000**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**					1,400					
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION						Q1 Q2					
CONSTRUCTION						Q2					

CURB RAMP, GUTTER AND SIDEWALK MAINTENANCE PROGRAM

Project Description: The ongoing Curb Ramp, Gutter and Sidewalk Program includes:

- Repairing and replacing existing cement concrete gutters and sidewalks damaged by tree roots, cracking or settlement.
- Design and construction of curb ramps in compliance with the Americans with Disabilities Act (ADA) standards.

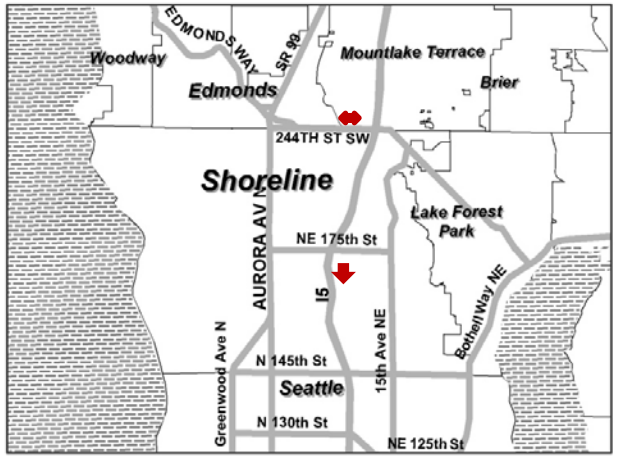
Service Impact: This project addresses locations throughout the City where improvements are needed to increase the accessibility and safety of the users of the City's sidewalk system by:

- Removing barriers and increasing/enhancing accessibility in the community.
- Eliminating damaged sections and completing missing links in the existing system.

Changes from the 2017-2022 CIP: Annual funding was increased from $152,000 to $190,000 starting in 2017 and will increase again in 2020 to $200,000.

CURB RAMP, GUTTER AND SIDEWALK MAINTENANCE PROGRAM											
ORGKEY: 2914096 J.L.# ST100600, ST100612											
PHASE	**PRIOR-YRS**	**2017CB**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**6-YEAR TOTAL**	**TOTAL PROJECT**
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	549,377	50,000	40,000	66,896	50,000	55,000	55,000	55,000	55,000	336,896	926,273
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION	1,727,920	281,817	150,000	123,104	140,000	145,000	145,000	145,000	145,000	843,104	2,721,024
TOTAL PROJECT EXPENDITURES	**2,277,297**	**331,817**	**190,000**	**190,000**	**190,000**	**200,000**	**200,000**	**200,000**	**200,000**	**1,180,000**	**3,647,297**
REVENUE SOURCES:											
COMMUNITY DEVELOPMENT BLOCK GRANT	960,026										960,026
COMMUNITY DEVELOPMENT BLOCK GRANT - RECOV	100,168										100,168
CONGESTION MITIGATION & AIR QUALITY (CMAQ)	80,440										80,440
IN-LIEU PAYMENT	11,063										11,063
METRO KING COUNTY	6,060										6,060
GENERAL FUND CONTRIBUTION	305,034	152,517	152,517	152,517	152,517	152,517	152,517	152,517	152,517	915,102	1,372,653
ROADS CAPITAL FUND	814,506	179,300	37,483	37,483	37,483	47,483	47,483	47,483	47,483	264,898	1,116,887
TOTAL PROJECT REVENUES	**2,277,297**	**331,817**	**190,000**	**190,000**	**190,000**	**200,000**	**200,000**	**200,000**	**200,000**	**1,180,000**	**3,647,297**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**	2,818	1,500	1,231	1,400	1,450	1,450	1,450	1,450	9,931	
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4		
CONSTRUCTION			Q2 Q3	Q2 Q3	Q2 Q3	Q2 Q3	Q2 Q3	Q2 Q3	Q2 Q3		

COMPLETE STREETS PED-BIKE GAP FILLER



Project Description: Design and implement pedestrian/bike gap filler improvements along N 195th Street from the Echo Lake Elementary School to the Interurban Trail and from approximately 5th Avenue to the 195th Street Pedestrian Bridge. In addition, design and implement bike lanes on 5th Avenue from NE 155th Street to NE 148th Street to tie into bike lanes along 5th Avenue from NE 148th Street to NE 145th Street that are anticipated as part of Sound Transit multi-modal access improvements to the 145th Street Light Rail Station.

Service Impact: Supports non-motorized connectivity to the future N 145th and NE 185th Street light rail stations and improved connectivity of the Shoreline's overall Pedestrian and Bicycle System Plans.

Changes from 2017-2022 CIP: This is a new project based on a TIB Complete Streets Grant Award. The project is fully funded by the TIB Complete Streets Grant Award of $250,000.

COMPLETE STREETS- PED/BIKE GAPS											
ORGKEY: 2926355 J.L.# ST274727											
PROJECT MGR: J. VINCENT	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION				37,500						37,500	37,500
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION				212,500						212,500	212,500
TOTAL PROJECT EXPENDITURES				**250,000**						**250,000**	**250,000**
REVENUE SOURCES:											
TRANSPORTATION IMPROVEMENT BOARD				250,000						250,000	250,000
TOTAL PROJECT REVENUES				**250,000**						**250,000**	**#VALUE!**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**			2,125						2,125	

MERIDIAN AVE N & N 155TH ST SIGNAL IMPROVEMENTS

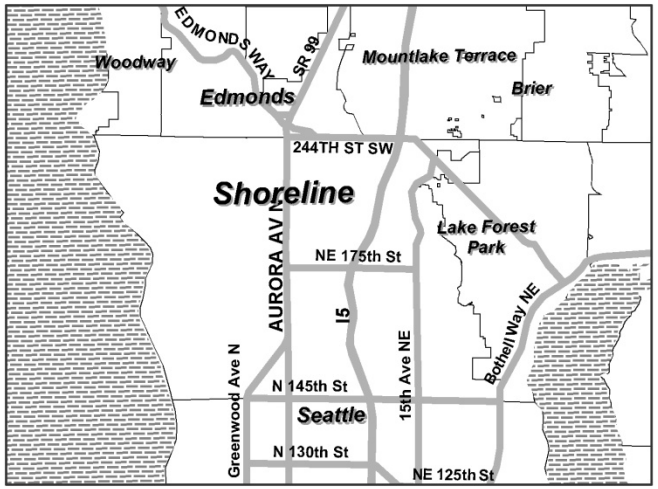
Project Description: This project will revise northbound/southbound signal phasing from permissive to flashing yellow arrow operation to address collisions at the intersection of Meridian Ave N and N 155th Street in Shoreline. It will decrease corner radii to lower vehicle turning speeds and reduce pedestrian crossing distance for increased pedestrian safety. This project will also repair and provide vehicle and bicycle detection where needed as well as rebuild intersection sidewalks, curb ramps and pedestrian signal systems for ADA compliance.

Service Impact: This project will enhance pedestrian safety and accessibility near schools, parks, bus lines and residences and will improve driver safety at the intersection.

Changes from the 2017-2022 CIP: No changes.

MERIDIAN AVE N & N 155TH ST SIGNAL IMPROV											
ORGKEY: 2916338 J.L.# ST269500											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	3,796	99,301	69,525	28,550						28,550	101,871
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION		255,832	100,000	401,450						401,450	501,450
TOTAL PROJECT EXPENDITURES	**3,796**	**355,133**	**169,525**	**430,000**						**430,000**	**603,321**
REVENUE SOURCES:											
HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP)		352,385	50,000	302,385						302,385	352,385
ROADS CAPITAL FUND	3,796	2,748	119,525	127,615						127,615	250,936
TOTAL PROJECT REVENUES	**3,796**	**355,133**	**169,525**	**430,000**						**430,000**	**603,321**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**	2,558	1,000	4,015						7,573	
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4								
CONSTRUCTION			Q2 Q3 Q4								

TRAFFIC SIGNAL REHABILITATION PROGRAM



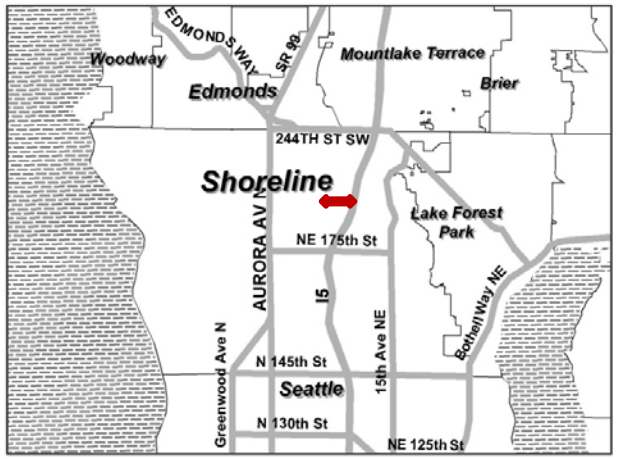
Project Description: There are currently 46 traffic signals in operation in Shoreline. The typical life span of the electronic hardware is 20 years. This annual program updates and replaces existing traffic signal controllers and related components. This enables implementation of new technology or additional features that improve signal operations including installation of rechargeable battery packs, installation of fire truck pre-emption and transit signal priority. Projects to be completed in 2017 include but are not limited to controller replacements and phase changes at 8th Ave NW/Richmond Beach Rd and at 19th Ave NE/NE 205th Street, countdown pedestrian heads and accessible pushbuttons at multiple intersections, and detection repair and installation at various intersections throughout the City.

Service Impact: This program reduces annual maintenance costs of each signal. Improved signal operation reduces driver delay and can also improve the level of service.

Changes from 2017-2022 CIP: Includes the addition of funding for projects in 2023.

TRAFFIC SIGNAL REHABILITATION PROGRAM ORGKEY: 2915228 J.L.# ST111400 PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	354,035	34,787	34,787	36,526	38,352	40,270	42,284	44,398	46,618	248,447	637,269
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION	1,164,372	136,076	136,076	85,025	89,276	93,740	98,427	103,348	108,516	578,332	1,878,780
TOTAL PROJECT EXPENDITURES	**1,518,407**	**170,863**	**170,863**	**121,551**	**127,628**	**134,010**	**140,711**	**147,746**	**155,133**	**826,779**	**2,516,049**
REVENUE SOURCES:											
HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP)	350,000										350,000
ROADS CAPITAL FUND	1,168,407	170,863	170,863	121,551	127,628	134,010	140,711	147,746	155,133	826,779	2,166,049
TOTAL PROJECT REVENUES	**1,518,407**	**170,863**	**170,863**	**121,551**	**127,628**	**134,010**	**140,711**	**147,746**	**155,133**	**826,779**	**2,516,049**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4		
CONSTRUCTION			Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4		

148TH STREET NON-MOTORIZED BRIDGE



Project Description: Schematic design of N 148th Street non-motorized bridge crossing (based on Council's selection of a preferred alignment during the feasibility study phase) of Interstate 5 to the N 145th Street Light Rail Station. Schematic design phase will include development of alignment plan, profile, cross sections, and grading plan; agency coordination with WSDOT and Sound Transit, preliminary cost estimate, and environmental clearance.

Service Impact: Supports non-motorized connectivity to future light rail station and redevelopment consistent with the N 145th Street Station Subarea Plan.

Changes from 2017-2022 CIP: Council selected N 148th Street as the preferred alignment based on the feasibility study.

147TH/148TH NON-MOTORIZED BRIDGE											
ORGKEY: 2914354 J.L.# ST273700											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION		500,000	200,000	300,000						300,000	500,000
TOTAL PROJECT EXPENDITURES		500,000	200,000	300,000						300,000	500,000
REVENUE SOURCES:											
GENERAL FUND CONTRIBUTION		350,000	200,000	150,000						150,000	350,000
ROADS CAPITAL FUND		150,000		150,000						150,000	150,000
TOTAL PROJECT REVENUES		500,000	200,000	300,000						300,000	500,000
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	Y										
PROJECT TIME LINE:			2017E	2018E	2019E	2020E	2021E	2022E	2023E		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4								

ECHO LAKE SAFE ROUTES TO SCHOOL

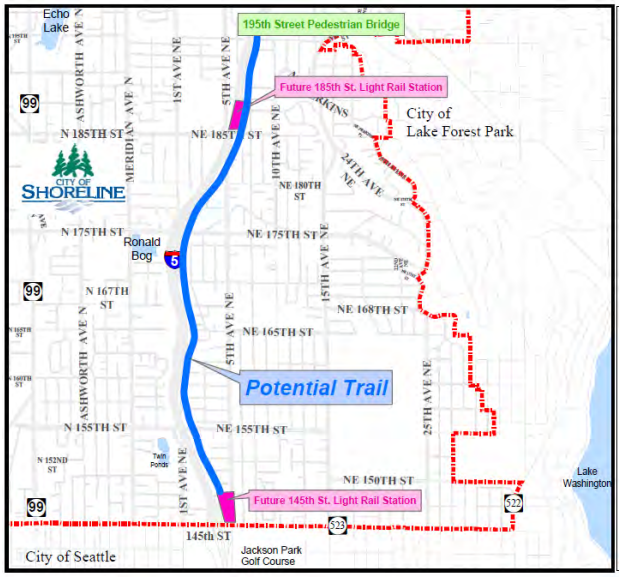
Project Description: This project will construct sidewalks, curb, gutter, ADA compliant curb ramps, and crosswalks on N 195 St between Meridian Ave N and Wallingford Ave N, directly adjacent to Echo Lake Elementary School. The new sidewalk will connect to sidewalk already in place in front of the school eastward to the N 195 St Separated Trail, which connects student walkers and bicyclists to the surrounding neighborhoods.

Service Impact: This project will enhance pedestrian safety near schools, residences and the Interurban-Burke Gilman North Connector.

Changes from 2017-2022 CIP: A $520,000 Safe Routes to School Grant was awarded to the City in July 2015. The construction is expected to be completed September 2017. The education and enforcement will be implemented next, and the completion of this phase is expected to be finished in the early part of 2018.

ECHO LAKE SAFE ROUTES TO SCHOOL											
ORGKEY: 2914326 J.L.# ST267049											
PHASE	**PRIOR-YRS**	**2017CB**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**6-YEAR TOTAL**	**TOTAL PROJECT**
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	115,043	24,573	79,000	2,500						2,500	196,543
2-REAL ESTATE ACQUISITION		5,000									
3-CONSTRUCTION		420,732	400,000	3,124						3,124	403,124
TOTAL PROJECT EXPENDITURES	**115,043**	**450,305**	**479,000**	**5,624**						**5,624**	**599,667**
REVENUE SOURCES:											
SAFE ROUTES TO SCHOOL	103,740	391,760	416,260								520,000
ROADS CAPITAL FUND	11,303	58,545	62,740	5,624						5,624	79,667
TOTAL PROJECT REVENUES	**115,043**	**450,305**	**479,000**	**5,624**						**5,624**	**599,667**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**	4,207	4,000	31						4,031	
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4							
CONSTRUCTION			Q3 Q4								

TRAIL ALONG THE RAIL



Project Description: This project will progress engineering and design to the level necessary to complete the NEPA/SEPA environmental review process for the construction of a 16-foot wide (12-foot path with two-foot shoulders) shared-use path running approximately along the Lynnwood Link Extension (LLE) light rail project in Shoreline, WA between NE 145th and NE 195th Streets. The proposed trail would be constructed roughly along the west side of the LLE track alignment between NE 145th and NE 195th Streets. The project would connect into the existing NE 195th Street Pedestrian Bridge and separated pedestrian/bicycle trail that is part of the northern connection between Shoreline's Interurban Trail and the Burke-Gilman Trail in Lake Forest Park.

The construction of the LLE light rail project opens up a travel corridor that provides a unique and rare opportunity to build a parallel, separated shared-use trail. The new trail will enhance access to the City's future NE 145th and NE 185th Streets light rail stations and existing and future pedestrian and bike facilities, as well as enhance access to existing and future parks, open space, the Shoreline Library, and schools within the local vicinity of the LLE track alignment. In addition, the shared-use trail could serve as the City of Shoreline's segment of a potential regional pedestrian/bike network that would connect cities along the LLE alignment.

Service Impact: Improve access and safety for walkers, hikers and bicyclists to the multi-county and multi-jurisdictional trail system network.

Changes from the 2017-2022 CIP: Project delayed to be completed in 2018 instead of 2017.

TRAIL ALONG THE RAIL ORGKEY: 2914350 J.L.# ST272300 PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	19,028	275,000	260,000	140,972						140,972	420,000
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES	**19,028**	**275,000**	**260,000**	**140,972**						**140,972**	**420,000**
REVENUE SOURCES:											
GENERAL FUND CONTRIBUTION		275,000	175,000	100,000						100,000	275,000
ROADS CAPITAL FUND	19,028		85,000	40,972						40,972	145,000
TOTAL PROJECT REVENUES	**19,028**	**275,000**	**260,000**	**140,972**						**140,972**	**420,000**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3								

145TH CORRIDOR DESIGN AND ENVIRONMENTAL REVIEW – AURORA TO I-5

Project Description: This project will design and conduct environmental review for the reconstruction of N/NE 145th Street between Interstate 5 (I-5) and Aurora Ave N (SR 99) and will address current safety and congestion issues as well support growth associated with both the NE 145th Street Station Subarea Plan and a Sound Transit light rail station. The current design/configuration of the roadway is primarily four lanes with no access management devices (no c-curb/jersey barriers, limited curbs). Final design along the corridor will include the following elements: 1) improvements to vehicular capacity, safety and traffic flow, transit speed and reliability, and accessibility to I-5 and the future light rail station; 2) upgrade of the existing substandard, non-ADA compliant walkways and construct new sidewalks for a continuous system along the corridor; 3) installation of continuous illumination and landscaping; 4) bus stop improvements; 5) upgrade the existing storm water management system to improve water quality and provide flow control; and, 6) consideration of bicycle needs.

Service Impact: The project will improve safety and accessibility for all users by reducing modal conflicts, increasing transit use and enhancing active transportation options. The design and engineering for the re-construction of N/NE 145th Street from Aurora Ave N to I-5 will provide the facilities and technology that improve the speed and reliability of buses, improve sidewalks and lighting, increase vehicular capacity (where needed), intersection and interchange upgrades and bicycle facilities. Once the improvements are in place, pedestrians and bicyclists will have a safe connection from the Interurban Trail to the light rail station at N/NE 145th Street.

Changes from the 2017-2022 CIP: Budget increased by $1 million for early ROW acquisition.

145TH CORRIDOR - 99TH TO I5											
ORGKEY: 2916322	**J.L.# ST266643**										
PHASE	**PRIOR-YRS**	**2017CB**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**6-YEAR TOTAL**	**TOTAL PROJECT**
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	18,624	3,635,095	3,634,178	1,437,281						1,437,281	5,090,083
2-REAL ESTATE ACQUISITION		900,000	400,000								400,000
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES	**18,624**	**4,535,095**	**4,034,178**	**1,437,281**						**1,437,281**	**5,490,083**
REVENUE SOURCES:											
FEDERAL - STP	5,562	3,018,363	3,018,363	1,211,075						1,211,075	4,235,000
ROADS CAPITAL FUND	13,062	1,516,732	1,015,815	226,206						226,206	1,255,083
TOTAL PROJECT REVENUES	**18,624**	**4,535,095**	**4,034,178**	**1,437,281**						**1,437,281**	**5,490,083**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4								

145TH AND I-5 INTERCHANGE DESIGN AND ENVIRONMENTAL REVIEW

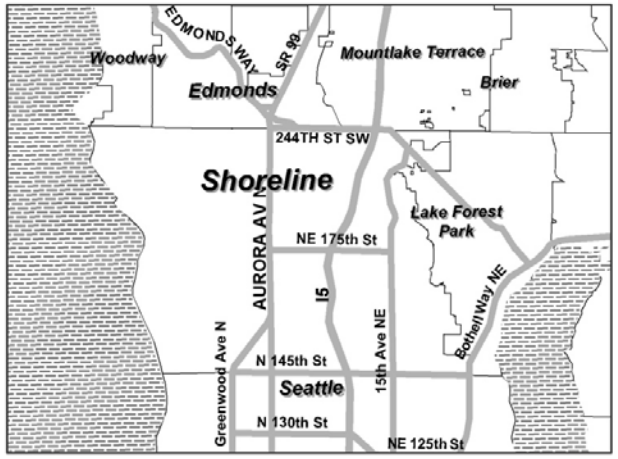
Project Description: This project will implement the design, engineering and environmental phase of the proposed I-5 and NE 145th Street interchange improvements. The NE 145th Street (SR 523) and I-5 interchange is a critical facility on the corridor. A design concept for the interchange has been developed through the 145th Street Corridor RDP. The design concept for the interchange includes reconstructing the existing sidewalks on the SR 523 (NE 145th Street) bridge deck in order to create an additional travel lane. A new northbound ramp on I-5 is also proposed. The ramp would allow vehicles traveling eastbound on SR 523/NE 145th Street (SR 523) to turn right (south) on to 5th Avenue and access northbound I-5.

Service Impact: The design and engineering for the re-construction of N/NE 145th Street and I-5 interchange will provide the facilities and technology that improve the speed and reliability of buses, improve sidewalks and lighting, increase vehicular capacity which will result in improved safety, access and mobility for all users.

Changes from 2017-2022 CIP: New project

145TH AND I5 INTERCHANGE											
ORGKEY: 2916351 **J.L.# ST272443**											
PHASE	**PRIOR-YRS**	**2017CB**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**6-YEAR TOTAL**	**TOTAL PROJECT**
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION		80,922	2,000,000	2,500,000						2,500,000	4,500,000
2-REAL ESTATE ACQUISITION					500,000					500,000	500,000
3-CONSTRUCTION		3,314,078				7,986,000	8,187,000			16,173,000	16,173,000
TOTAL PROJECT EXPENDITURES		**3,395,000**	**2,000,000**	**2,500,000**	**500,000**	**7,986,000**	**8,187,000**			**19,173,000**	**21,173,000**
REVENUE SOURCES:											
FEDERAL - STP		2,919,375	1,730,000	2,162,500						2,162,500	3,892,500
CONNECTING WASHINGTON						7,986,000	8,187,000			16,173,000	16,173,000
ROADS CAPITAL FUND		475,625	270,000	337,500	500,000					837,500	1,107,500
TOTAL PROJECT REVENUES		**3,395,000**	**2,000,000**	**2,500,000**	**500,000**	**7,986,000**	**8,187,000**			**19,173,000**	**21,173,000**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**	33,141				79,860	81,870			33,141	
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4							

160th and Greenwood/Innis Arden Intersection



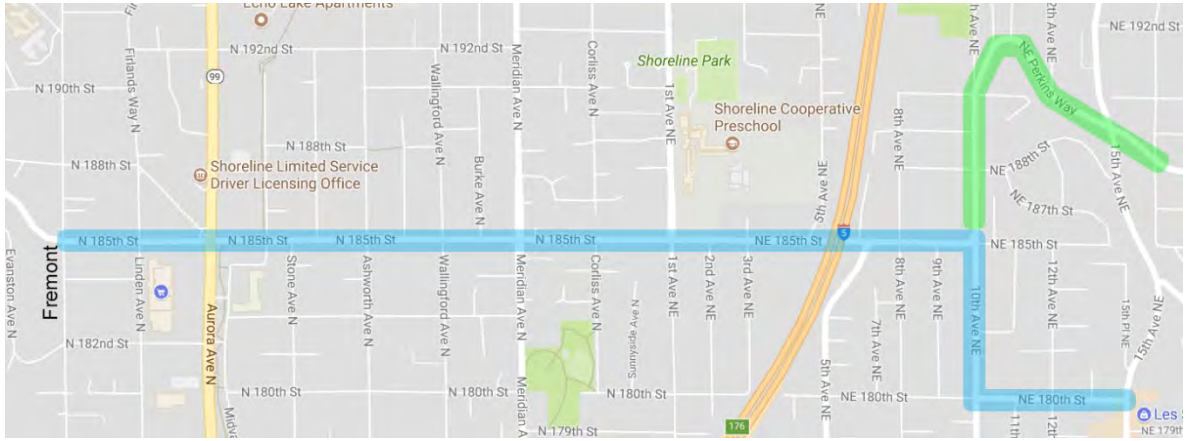
Project Description: This project will develop a conceptual design to improve operations and safety of this five-way intersection at N 160th Street, Greenwood Ave N and Innis Arden Way. The conceptual design will be coordinated with Shoreline Community College, Metro Transit and the Shoreline School District.

Service Impact: This project will improve the operations and safety of pedestrians, bicyclists and drivers.

Changes from the 2017-2022 CIP: Project delayed to be completed in 2018 instead of 2017.

160TH AND GREENWOOD/INNIS ARDEN INTERSECTION											
ORGKEY: 2916352 J.L.# ST272500											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION		125,000	20,000	105,000						105,000	125,000
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES		**125,000**	**20,000**	**105,000**						**105,000**	**125,000**
REVENUE SOURCES:											
GENERAL FUND CONTRIBUTION		125,000	20,000	105,000						105,000	125,000
TOTAL PROJECT REVENUES		**125,000**	**20,000**	**105,000**						**105,000**	**125,000**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION			Q3 Q4								

185TH STREET MULTIMODAL CORRIDOR STRATEGY



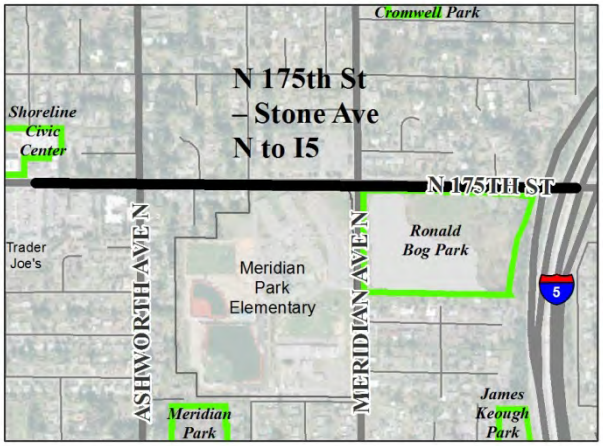
Project Description: This project will study the N/NE 185th Street corridor between Fremont Avenue N to Aurora Ave N and 10th Ave NE connecting on 10th Ave NE south to NE 180th Street to support growth associated with both the 185th Street Station Subarea Plan and the future NE 185th Street Light Rail Station. Other roads within the local vicinity of the NE 185th Street Light Rail Station, especially the intersection of 10th Ave NE and NE Perkins Way will be studied for improved multimodal connections to the NE 185th Street Light Rail Station. The process will include traffic analysis, public involvement, and identification and evaluation of alternatives that support multimodal transportation facilities, right-of-way needs, cost estimates and a strategy plan for funding and implementing improvements. This project is within in the 185th Street Station Subarea Plan which is identified as one of Shoreline's City Centers.

Service Impact: This project will identify and evaluate the future transportation needs for the NE 185th Street corridor to provide a safe, efficient, and effective infrastructure in support of growing and changing needs as a result of the 185th Street Station Subarea plan and NE 185th Street Light Rail Station.

Changes from 2017-2022 CIP: The project's former name of 185th Street Corridor Study has been changed to 185th Street Multimodal Corridor Strategy.

185TH CORRIDOR STUDY											
ORGKEY: 2916337 **J.L.# ST269400**											
PHASE	**PRIOR-YRS**	**2017CB**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**6-YEAR TOTAL**	**TOTAL PROJECT**
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	8,186	556,814	150,000	375,000						375,000	533,186
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES	**8,186**	**556,814**	**150,000**	**375,000**						**375,000**	**533,186**
REVENUE SOURCES:											
GENERAL FUND CONTRIBUTION	8,186	556,814	150,000	375,000						375,000	533,186
ROADS CAPITAL FUND											
TOTAL PROJECT REVENUES	**8,186**	**556,814**	**150,000**	**375,000**						**375,000**	**533,186**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4							

N 175TH STREET (STONE WAY TO I-5)



Project Description: This project will provide mobility and safety improvements to users of the N 175th Street corridor. Planned improvements include reconstruction of the existing street to provide two traffic lanes in each direction, a center lane with two-way left turn areas, medians and turn pockets, bicycle lanes (integrated into the sidewalk), curb, gutter, and sidewalk with planter strip where feasible, illumination, landscaping and retaining walls. Intersections with high accident rates will be improved as part of this as well project. Grant funding of approximately $3.5 million was awarded in 2016. Preliminary design will begin mid-2018.

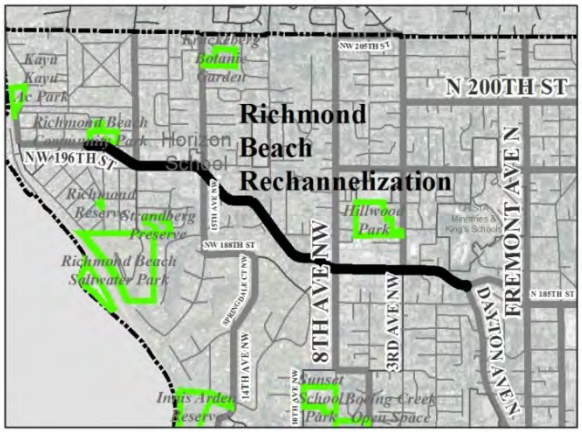
Service Impact:

This project will improve the safety and mobility of pedestrians, people with disabilities, transit users and drivers and provide better access to the school, park and ride lot, park and residents located along the corridor.

Changes from the 2017-2022 CIP: Project start delayed until 2018.

N 175TH ST - STONE AVE N TO I5											
ORGKEY: 2916339 J.L.# ST269600											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION		61,030		1,640,000	2,460,000					4,100,000	4,100,000
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION		1,578,970									
TOTAL PROJECT EXPENDITURES		**1,640,000**		**1,640,000**	**2,460,000**					**4,100,000**	**4,100,000**
REVENUE SOURCES:											
FEDERAL - STP		1,418,600		1,418,600	2,127,900					3,546,500	3,546,500
TRANSPORTATION IMPACT FEES		221,400		221,400	332,100					553,500	553,500
TOTAL PROJECT REVENUES		**1,640,000**		**1,640,000**	**2,460,000**					**4,100,000**	**4,100,000**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**	15,790								15,790	
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION				Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4						

RICHMOND BEACH RD RECHANNELIZATION



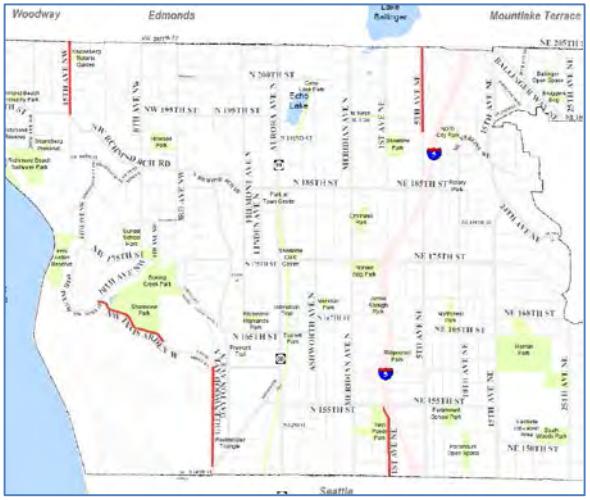
Project Description: This project will re-channelize Richmond Beach Rd / NW 195th Street / NW 196th Street from 24th Ave NW to just west of Dayton Ave N, from four lanes to one lane in each direction, plus a center turn lane. The primary goal of this project is to improve driver, pedestrian, and bicyclist safety and mobility. Re-channelization also provides the ability to implement on-street bicycle lanes as well as pedestrian refuge space for pedestrians crossing the street between controlled intersections.

Service Impact: This project will improve the safety and mobility of pedestrians, drivers, and bicyclists along the corridor. This project also enhances the livability of adjacent neighborhoods.

Changes from 2017-2022 CIP: Construction funding moved to 2018 and increased to reflect cost estimates.

RICHMOND BEACH RE-CHANNELIZATION											
ORGKEY: 2916341 J.L.# ST269800											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION		50,000	30,000	55,081						55,081	85,081
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION		150,000		274,919						274,919	274,919
TOTAL PROJECT EXPENDITURES		200,000	30,000	330,000						330,000	360,000
REVENUE SOURCES:											
ROADS CAPITAL FUND		200,000	30,000	330,000						330,000	360,000
TOTAL PROJECT REVENUES		200,000	30,000	330,000						330,000	360,000
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	Y	1,500		2,749						4,249	
PROJECT TIME LINE:			2017E	2018E	2019E	2020E	2021E	2022E	2023E		
PROJECT ADMINISTRATION			Q2 Q3 Q4	Q1							
CONSTRUCTION				Q2							

RADAR SPEED SIGN INSTALLATIONS



Project Description: This project will install radar speed signs on five corridors throughout Shoreline in order to reduce speeding and speed-related collisions. Project corridors were identified through coordination with neighborhoods and validated through collision and speed data review. Locations include: Greenwood Ave N between Westminster Way N and N 160th Street (NB/SB), 5th Ave NE between NE 192nd Street and NE 205th Street (NB/SB), 1st Ave NE between N 145th Street and N 155th Street (NB/SB), 15th Ave NW between NW Richmond Beach Rd and NW 205th Street (NB/SB), and NW Innis Arden Way between Greenwood Ave N and 10th Ave NW (SB).

Service Impact: This project will improve pedestrian, bicyclist and driver safety along multiple corridors in Shoreline.

<u>Changes from 2017-2022 CIP:</u> Project delayed to be completed in early 2018 instead of 2017.

RADAR SPEED SIGNS											
ORGKEY: 2916340 **J.L.# ST269700**											
PHASE	**PRIOR-YRS**	**2017CB**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**6-YEAR TOTAL**	**TOTAL PROJECT**
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	473	119,983	16,322	500						500	17,295
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION				127,216						127,216	127,216
TOTAL PROJECT EXPENDITURES	**473**	**119,983**	**16,322**	**127,716**						**127,716**	**144,511**
REVENUE SOURCES:											
HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP)		119,513		119,513						119,513	119,513
ROADS CAPITAL FUND	473	470	16,322	8,203						8,203	24,998
TOTAL PROJECT REVENUES	**473**	**119,983**	**16,322**	**127,716**						**127,716**	**144,511**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**			1,272						1,272	
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4	Q1 Q2							
CONSTRUCTION				Q1 Q2							

WESTMINSTER WAY N AND N 155TH STREET INTERSECTION IMPROVEMENTS

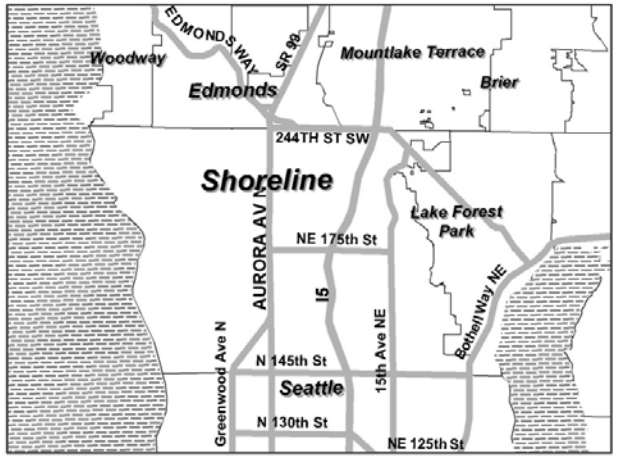
Project Description: This project will design improvements for the intersection of Westminster Way N and N 155th Street as well as Westminster Way between N 155th Street and Aurora Ave N. Improvements are needed in order to provide a safer, realigned intersection for all users and to support redevelopment of the Aurora Square Community Renewal Area (CRA) and adjacent properties as large increases in pedestrian activity are anticipated. The redesign must also support vehicle mobility as this is a designated freight route and well used arterial route.

Service Impact: This project will improve the safety and mobility of pedestrians, bicyclists and drivers. This also supports economic development potential and enhances the livability and walkability of adjacent neighborhoods and properties, including the Aurora Square CRA.

Changes from 2017-2022 CIP: Project delayed to be completed in early 2018 instead of 2017.

WESTMINSTER AND 155TH IMPROVEMENTS											
ORGKEY: 2916342 J.L.# ST269900											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	8,581	441,419	400,000	100,000						100,000	508,581
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION					2,610,000					2,610,000	2,610,000
TOTAL PROJECT EXPENDITURES	**8,581**	**441,419**	400,000	100,000	2,610,000					2,710,000	3,118,581
REVENUE SOURCES:											
GENERAL FUND CONTRIBUTION	8,581	291,419	291,419								300,000
PRIVATE DONATIONS					1,630,000					1,630,000	1,630,000
ROADS CAPITAL FUND		150,000	108,581	100,000	980,000					1,080,000	1,188,581
TOTAL PROJECT REVENUES	**8,581**	**441,419**	400,000	100,000	2,610,000					2,710,000	3,118,581
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**				26,100						
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION			Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4						
CONSTRUCTION					Q2 Q3 Q4						

ROADS CAPITAL ENGINEERING



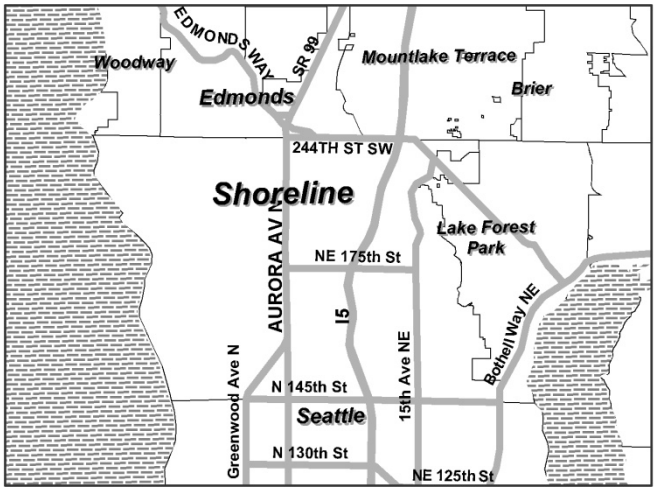
Project Description: This program will support transportation capital projects and respond to engineering related concerns and problems identified throughout the City.

Service Impact: This project will allow internal and external customers to receive faster service with transportation related operations and engineering services.

Changes from 2017-2022 CIP: The new cost estimates include the addition of funding for projects in 2023.

ROADS CAPITAL ENGINEERING ORGKEY: 2913063 J.L.# N/A PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	2,149,480	360,000	360,000	454,053	385,000	395,000	405,000	415,000	415,000	2,469,053	4,978,533
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES	**2,149,480**	**360,000**	**360,000**	**454,053**	**385,000**	**395,000**	**405,000**	**415,000**	**415,000**	**2,469,053**	**4,978,533**
REVENUE SOURCES:											
ROADS CAPITAL FUND	2,149,480	360,000	360,000	454,053	385,000	395,000	405,000	415,000	415,000	2,469,053	4,978,533
TOTAL PROJECT REVENUES	**2,149,480**	**360,000**	**360,000**	**454,053**	**385,000**	**395,000**	**405,000**	**415,000**	**415,000**	**2,469,053**	**4,978,533**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4		

TRANSPORTATION MASTER PLAN UPDATE



Project Description: This project will review and update of the 2011 Transportation Master Plan. The update will include: updating the transportation model/forecasting system to ensure adequate capacity at intersections; review and update of growth projects utilized for determining Transportation Impact Fees; review and update pedestrian and bicycle system plans including prioritizations; a transit plan for working with Metro, Community Transit and Sound Transit to define and implement a transit system that serves Shoreline residents locally and regionally; review and update the master street and right-of-way plan; review and update all policies in the currently adopted TMP.

Service Impact: This project will improve development review, project design, and maintenance programs.

Changes from 2017-2022 CIP: Project start and finish revised. Sidewalk Prioritization and Master Street Plan updates are underway. The balance of TMP updates are scheduled to begin in Fall 2018.

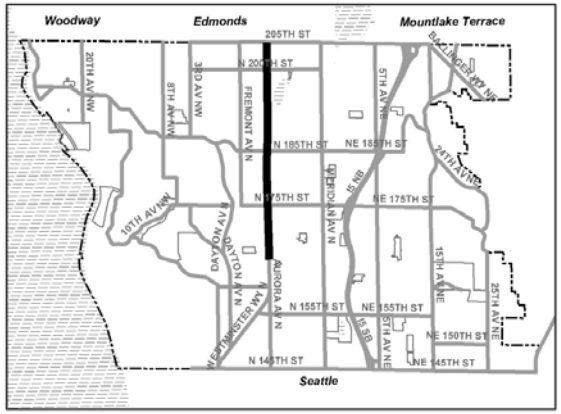
TRANSPORTATION MASTER PLAN UPDATE											
ORGKEY: 2915164 J.L.# ST106100											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION		260,000	120,000	105,000	400,000	50,000				555,000	675,000
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES		**260,000**	**120,000**	**105,000**	**400,000**	**50,000**				**555,000**	**675,000**
REVENUE SOURCES:											
ROADS CAPITAL FUND		260,000	120,000	105,000	400,000	50,000				555,000	675,000
TOTAL PROJECT REVENUES		**260,000**	**120,000**	**105,000**	**400,000**	**50,000**				**555,000**	**675,000**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4							

This page intentionally left blank.

Projects to be completed in current year

(2017)

AURORA CORRIDOR IMPROVEMENT PROJECT (N 165TH Street to N 205TH Street)



Project Description: The project scope of work includes adding Business Access and Transit (BAT) lanes, curbs, gutters, landscaping/street furnishings, sidewalks on both sides. The project adds a landscaped center median safety zone with left turn and U-turn provisions, interconnects traffic signals which also include pedestrian crosswalks, improves transit stops with new shelters and new street lighting, places overhead utility lines underground and improves the existing storm water drainage system. This project has been broken down into three different segments: Aurora Ave. N from N 165th Street to N 185th Street, Aurora Ave. N from N 185th Street to N 192nd Street, and Aurora Ave. from N 192nd Street to 205th Street.

Service Impact: This project will improve the safety and mobility of pedestrians, transit users, people with disabilities, and drivers. The project also supports economic development potential and enhances the livability of adjacent neighborhoods.

Changes from the 2017-2022 CIP: Project budget revised based on final projected costs.

AURORA AVENUE NORTH 192ND - 205TH											
ORGKEY: 2918161 J.L.# MULTIPLE											
PHASE	**PRIOR-YRS**	**2017CB**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**6-YEAR TOTAL**	**TOTAL PROJECT**
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	8,765,946	145,221	100,500								8,866,446
2-REAL ESTATE ACQUISITION	4,503,452										4,503,452
3-CONSTRUCTION	27,736,605	63,409	162,205								27,898,810
CONTINGENCY			98,000								98,000
TOTAL PROJECT EXPENDITURES	**41,006,003**	**208,630**	**360,705**								**41,366,708**
REVENUE SOURCES:											
FEDERAL - STP	1,944,060	20,000	6,125								1,950,185
KING COUNTY METRO	334,290										334,290
CMAQ	7,900,449	32,527	22,105								7,922,554
FEDERAL TRANSIT ADMINISTRATION (FTA)	16,620										16,620
TRANSPORTATION IMPROVEMENT BOARD	8,074,999	125,000	111,630								8,186,629
UTILITY REIMBURSEMENTS	7,931,002										7,931,002
REGIONAL MOBILITY	6,357,837										6,357,837
FTA - RAPID RIDE	4,380,573	3,261	6,763								4,387,336
DEPARTMENT OF ECOLOGY STORMWATER RETROFIT	781,386										781,386
HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP)	1,995,794	46,742	(11,815)								1,983,979
RENT FROM CONSTRUCTION PROJECTS	14,401										14,401
ROADS CAPITAL FUND	1,274,592	(18,900)	225,897								1,500,489
TOTAL PROJECT REVENUES	**41,006,003**	**208,630**	**360,705**								**41,366,708**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**										
IMPACT ON OPERATING BUDGET		**2017CB**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
LANDSCAPING			44,075	44,075	44,122	44,139	44,139	44,139	44,139		
UTILITIES			8,172	8,172	8,181	8,184	8,184	8,184	8,184		
OTHER			62,594	62,594	62,661	62,686	62,686	62,686	62,686		
TOTAL IMPACT ON OPERATING BUDGET			**114,841**	**114,841**	**114,964**	**115,009**	**115,009**	**115,009**	**115,009**		
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION			Q1 Q2								

BIKE SYSTEM IMPLEMENTATION

Project Description: This project will implement the majority of the City of Shoreline's adopted Bicycle System Plan and Wayfinding Program. The City's Bicycle System Plan includes a combination of bicycle lanes, sharrows and route signage. The City's wayfinding program identifies the type and location of bicycle and pedestrian oriented wayfinding signs throughout the City to help guide non-motorized travelers to destinations throughout Shoreline and in neighboring jurisdictions. Implementation will include design of facilities, minor roadway repair (such as pothole repairs where needed), procurement of materials, construction and project management.

Service Impact: Improve access and safety for cyclists to educational, recreational and commercial destinations throughout the City.

Changes from the 2017-2022 CIP: No changes.

BIKE SYSTEM IMPLEMENTATION											
ORGKEY: 2914323 J.L.# ST266743											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	45,380	37,713	56,601								101,981
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION	4,322	555,310	535,775								540,097
TOTAL PROJECT EXPENDITURES	49,702	593,023	592,376								642,078
REVENUE SOURCES:											
FEDERAL - STP	5,623	550,334	550,334								555,957
ROADS CAPITAL FUND	44,079	42,689	42,042								86,121
TOTAL PROJECT REVENUES	49,702	593,023	592,376								642,078
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	Y	5,553	5,358							5,358	
PROJECT TIME LINE:			2017E	2018E	2019E	2020E	2021E	2022E	2023E		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4								
CONSTRUCTION			Q2 Q3								

EINSTEIN SAFE ROUTES TO SCHOOL

Project Description: This project will construct sidewalks on the south side of NW 195th St. from 3rd Ave NW to 8th Ave NW, utilizing a state grant. The project will install or replace curb ramps at the intersections with 3rd NW, 5th NW and 8th NW. There is an existing sidewalk adjacent to the school and two additional sections that were constructed as part of private development. Additionally, the project will install four school zone flashing signs on all four legs of the NW 195th St. to 3rd Ave NW intersection approaching the school from all four directions and will construct ADA access into the school along NW 195th St. and on 3rd Ave NW. This project also includes an education and enforcement component that will be coordinated with the School District and with Shoreline Police.

Service Impact: This project will enhance pedestrian safety near schools, parks and bus lines.

Changes from the 2017-2022 CIP: Project was completed in 2017.

EINSTEIN SAFE ROUTE TO SCHOOL											
ORGKEY: 2914303 J.L.# ST261000											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	185,784	8,745	655								186,439
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION	481,562		5,107								486,669
TOTAL PROJECT EXPENDITURES	**667,345**	**8,745**	**5,762**								**673,107**
REVENUE SOURCES:											
SAFE ROUTES TO SCHOOL	426,255										426,255
ROADS CAPITAL FUND	241,090	8,745	5,762								246,852
TOTAL PROJECT REVENUES	**667,345**	**8,745**	**5,762**								**673,107**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**		51							51	
IMPACT ON OPERATING BUDGET		**2017CB**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
LANDSCAPING			1,000	1,000	1,000	1,000	1,000	1,000	1,000		
TOTAL IMPACT ON OPERATING BUDGET			**1,000**	**1,000**	**1,000**	**1,000**	**1,000**	**1,000**	**1,000**		

INTERURBAN TRAIL / BURKE-GILMAN CONNECTORS

Project Description: This project provides two routes (north and south) to connect Shoreline's section of the regional Interurban Trail to Lake Forest Park and the Burke-Gilman Trail, utilizing a state grant. Specific work includes: bike lanes and sharrows along the two routes; wayfinding signage indicating connection between the Interurban and Burke Gilman trails; sidewalk improvements along NE 150th St; and, construction of a multi-purpose trail on unimproved city right-of-way at N 152nd St and Ashworth Ave N, to provide a neighborhood connection. Construction was completed in September 2017.

Service Impact: Improve access and safety for walkers, hikers and cyclists to multi-county and multi-jurisdictional trail system network.

Changes from the 2017-2022 CIP: No changes.

INTERURBAN TRAIL/BURKE-GILMAN CONNECTORS ORGKEY: 2914313 J.L.# ST263102 PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	116,490	29,509	50,000								166,490
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION		408,500	353,058								353,058
TOTAL PROJECT EXPENDITURES	**116,490**	**438,009**	**403,058**								**519,548**
REVENUE SOURCES:											
WSDOT - PEDESTRIAN & BICYCLE SAFETY PROGRAM	108,499	403,273	403,058								511,557
ROADS CAPITAL FUND	7,991	34,736									7,991
TOTAL PROJECT REVENUES	**116,490**	**438,009**	**403,058**								**519,548**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**	4,085	3,531							3,531	
IMPACT ON OPERATING BUDGET		**2017CB**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
OTHER			2,000	2,000	2,000	2,000	2,000	2,000	2,000		
TOTAL IMPACT ON OPERATING BUDGET			**2,000**	**2,000**	**2,000**	**2,000**	**2,000**	**2,000**	**2,000**		
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3								
CONSTRUCTION			Q1 Q2 Q3								

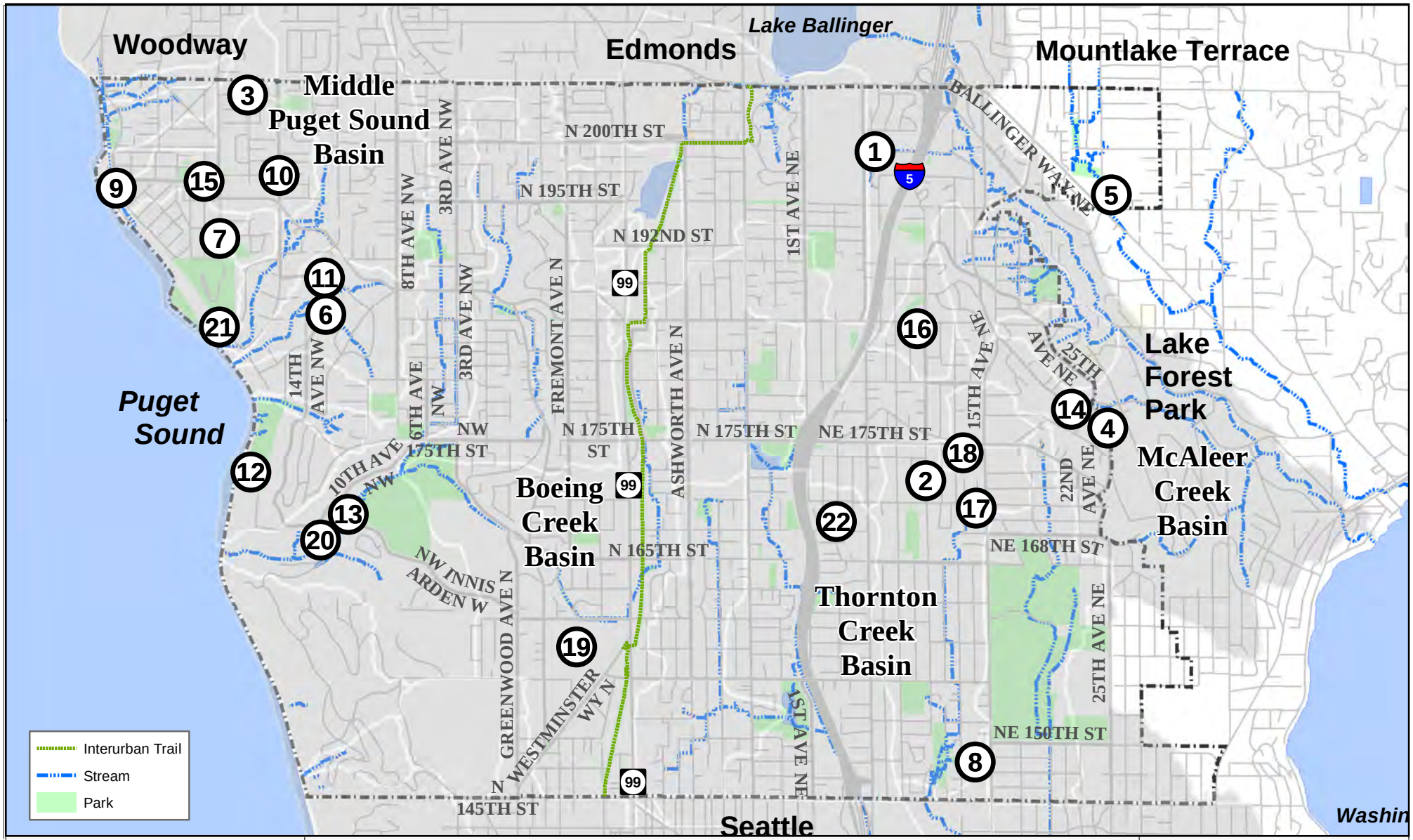
This page intentionally left blank.

CITY OF SHORELINE

SURFACE WATER UTILITY

This page has been intentionally left blank.

SURFACE WATER UTILITY FUND SUMMARY



City of Shoreline
2018-2023
Capital Improvement Plan

Date: 9/28/2017
J:\GIS\Maps\Finance\CIP\CIP_SurfaceWater_18.mxd

1. 6th Ave NE and NE 200th St Flood reduction Project
2. 10th Ave NE Drainage Improvements
3. 18th Ave NW and NW 204th St Drainage System Connection
4. 25th Ave NE Ditch Improvements (NE 177th St and 178th St)
5. 25th Ave NE Flood Reductions
6. Heron Creek Culvert Crossing at Springdale Ct NW
7. Lack of System and Ponding on 20th Ave NW
8. 148th St Infiltration Facilities
9. NW 195th Pl And Richmond Beach Ave NW Flooding
10. NW 197th Pl and 15th Ave NW
11. Springdale Ct NW & Ridgefield Rd Drainage Improvements
12. Stabilize NW 16th Pl Storm Drainage In Reserve M
13. Hidden Lake Dam Removal
14. NE 177th St Drainage Improvements
15. NW 196th Pl And 21st Ave NW Infrastructure Improvements
16. Pump Station 26 Improvements
17. Pump Station 30 Improvements
18. 12th Ave NE Infiltration Pond Retrofits
19. Boeing Creek Regional Stormwater Facility Study
20. Boeing Creek Restoration Project
21. Storm Creek Erosion Management Study
22. Thornton Creek Basin Condition Assessment

CITYWIDE IMPROVEMENTS

Pump Station Miscellaneous Improvements
Stormwater Pipe Replacement Program
Surfacewater Small Projects

City of Shoreline 2018 - 2023 Capital Improvement Plan
Program Summary
Surface Water Utility Fund

	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROPOSED UTILITY RATE INCREASE				27.0%	15.0%	10.0%	10.0%	5.0%	5.0%		
SWM RATE RESIDENTIAL SF HOME ANNUAL FEE			$168.81	$214.39	$246.55	$271.21	$298.33	$313.25	$328.91		
PROJECT EXPENDITURES											
CAPACITY											
6TH AVE NE AND NE 200TH ST FLOOD REDUCTION PROJECT	-	-	-	-	-	-	24,761	-	-	24,761	24,761
10TH AVE NE DRAINAGE IMPROVEMENTS	-	250,000	5,000	-	-	-	281,377	258,518	1,570,179	2,110,074	2,115,074
18TH AVENUE NW AND NW 204TH DRAINAGE SYSTEM CONNECTION	-	-	-	-	-	-	16,883	-	-	16,883	16,883
25TH AVE NE DITCH IMPROV BETWEEN NE 177TH AND 178TH STREET	-	-	-	-	-	-	158,697	-	-	158,697	158,697
25TH AVE. NE FLOOD REDUCTION IMPROVEMENTS	327,286	629,861	229,222	51,500	502,367	54,636	56,275	348,328	2,089,592	3,102,698	3,659,206
HERON CREEK CULVERT CROSSING AT SPRINGDALE CT NW	-	-	-	-	-	-	-	130,998	134,928	265,926	265,926
LACK OF SYSTEM AND PONDING ON 20TH AVENUE NW	-	-	-	-	-	-	91,166	-	-	91,166	91,166
NE 148TH INFILTRATION FACILITIES	89,675	11,701	5,000	-	-	-	431,070	11,593	-	442,663	537,338
NW 195TH PLACE AND RICHMOND BEACH DRIVE FLOODING	-	-	-	-	-	-	-	432,989	445,978	878,967	878,967
NW 197TH PL AND 15TH AVE NW FLOODING	-	-	-	-	-	-	7,879	-	-	7,879	7,879
SPRINGDALE CT. NW & RIDGEFIELD RD DRAINAGE IMPROV	-	-	-	-	-	-	-	315,902	325,379	641,281	641,281
STABILIZE NW 16TH PLACE STORM DRAINAGE IN RESERVE M	-	-	-	-	-	-	-	-	33,433	33,433	33,433
REPAIR AND REPLACEMENT											
HIDDEN LAKE DAM REMOVAL	177,023	30,085	67,000	267,800	275,834	1,657,667	22,510	23,185	23,881	2,270,877	2,514,900
NE 177TH STREET DRAINAGE IMPROVEMENTS	-	-	-	-	-	-	10,130	-	-	10,130	10,130
NW 196TH PL & 21ST AVE. NW INFRASTRUCTURE IMPROVEMENTS	-	-	-	-	-	-	93,417	-	-	93,417	93,417
PUMP STATION 26 IMPROVEMENTS	-	-	-	117,420	218,545	-	-	-	-	335,965	335,965
PUMP STATION 30 UPGRADES	-	-	-	92,700	-	-	-	-	-	92,700	92,700
PUMP STATION MISCELLANEOUS IMPROVEMENTS	-	-	-	199,820	-	587,887	-	-	-	787,707	787,707
STORMWATER PIPE REPLACEMENT PROGRAM	1,220,697	235,000	429,376	76,416	477,409	327,821	1,272,272	463,750	1,743,157	4,360,825	6,010,898
SURFACE WATER SMALL PROJECTS	2,412,889	250,000	280,000	309,000	318,270	327,818	562,754	579,637	597,026	2,694,505	5,387,394
OTHER											
12TH AVE NE INFILTRATION POND RETROFITS	-	-	-	-	-	-	42,769	-	-	42,769	42,769
BOEING CREEK REGIONAL STORMWATER FACILITY STUDY	4,228	195,772	196,000	22,937	64,430	-	-	-	-	87,367	287,595
BOEING CREEK RESTORATION PROJECT	20,406	101,595	34,000	-	-	-	56,275	-	-	56,275	110,681
CLIMATE IMPACTS AND RESILIENCY STUDY	-	-	-	-	84,872	-	-	-	-	84,872	84,872
STORM CREEK EROSION MANAGEMENT STUDY	-	-	-	82,400	-	-	-	-	-	82,400	82,400
SURFACE WATER MASTER PLAN	246,518	403,482	253,276	-	-	-	-	289,819	298,513	588,332	1,088,126
SYSTEM CAPACITY MODELING STUDY	-	-	-	-	318,270	-	-	-	-	318,270	318,270
PROJECTS TO BE COMPLETED IN CURRENT YEAR (2017)											
THORNTON CREEK BASIN CONDITION ASSESSMENT	-	150,000	150,000	-	-	-	-	-	-	-	150,000
GOHEEN REVETMENT REPAIR	421,027	11,500	11,500	-	-	-	-	-	-	-	432,527
PUGET SOUND DRAINAGES BASIN PLAN	426,063	18,937	18,937	-	-	-	-	-	-	-	445,000
NON-PROJECT SPECIFIC											
SURFACE WATER CAPITAL ENGINEERING	2,399,558	182,000	182,000	196,833	202,738	208,820	215,085	221,537	228,183	1,273,196	3,854,754
COST ALLOCATION CHARGES	1,002,567	204,105	204,105	199,959	212,137	218,501	225,056	231,807	238,762	1,326,222	2,532,894
TOTAL CAPITAL EXPENDITURES	**4,520,367**	**2,674,038**	**2,065,416**	**1,616,785**	**2,674,872**	**3,383,150**	**3,568,376**	**3,308,063**	**7,729,011**	**22,280,257**	**33,093,610**
REVENUES											
INVESTMENT INTEREST		41,774	10,044	14,451	82,084	83,407	38,635	248,564	209,031	676,172	
DOE STORMWATER PRE-CONSTRUCTION GRANT		250,000	-	-	-	-	250,000	-	-	250,000	
KING COUNTY FLOOD ZONE DISTRICT OPPORTUNITY		110,898	110,898	110,898	110,898	110,898	110,898	110,898	110,898	665,388	
KING COUNTY FLOOD REDUCTION GRANT		-	26,646	-	370,469	-	-	-	-	370,469	
WA STATE STORMWATER FINANCIAL ASSISTANCE PROGRAM		-	-	-	-	-	290,625	-	-	290,625	
FUTURE FUNDING - BONDS		-	-	4,700,000	-	-	11,850,000	-	-	16,550,000	
TOTAL CAPITAL REVENUES		**402,672**	**147,588**	**4,825,349**	**563,451**	**194,305**	**12,540,158**	**359,462**	**319,929**	**18,802,654**	
BEGINNING FUND BALANCE			**3,464,030**	**1,798,398**	**5,130,248**	**3,791,213**	**1,756,122**	**11,298,363**	**9,501,419**	**1,798,398**	
TOTAL CAPITAL REVENUES			147,588	4,825,349	563,451	194,305	12,540,158	359,462	319,929	18,802,654	
TOTAL CAPITAL EXPENDITURES			2,065,416	1,616,785	2,674,872	3,383,150	3,568,376	3,308,063	7,729,011	22,280,257	
SURFACE WATER FEES			3,986,931	5,363,577	6,174,282	6,798,502	7,485,830	7,867,981	8,269,642	41,959,814	
OPERATING GRANTS & OTHER REVENUE		50,000	50,000	68,489	-	-	-	-	-	68,489	
PUBLIC WORKS DEBT SERVICE PAYMENT		344,431	334,638	333,004	331,372	329,740	328,107	-	-	1,322,223	
AMOUNT RESTRICTED - LOAN MAINTENANCE FACILITY DEBT SERVICE		119,086	119,086	119,086	119,086	119,086	119,086	119,086	119,086	714,516	
NEW DEBT SERVICE		-	-	377,376	377,376	377,376	1,328,845	1,328,845	1,328,845	5,118,663	
STORMWATER PIPE REPL DEBT SERVICE PAYMENT		182,391	158,352	158,352	158,352	158,352	158,352	158,352	158,352	950,112	
TOTAL DEBT SERVICE		**645,908**	**612,076**	**987,818**	**986,186**	**984,554**	**1,934,390**	**1,606,283**	**1,606,283**	**8,105,514**	
TOTAL OPERATING EXPENDITURES		**2,921,706**	**3,172,659**	**4,320,962**	**4,415,710**	**4,660,193**	**4,980,981**	**5,110,041**	**5,242,958**	**28,730,845**	
ENDING FUND BALANCE	**3,464,030**		**1,798,398**	**5,130,248**	**3,791,213**	**1,756,122**	**11,298,363**	**9,501,419**	**3,512,738**	**3,512,738**	
MINIMUM REQUIRED RESERVE (20% OF OPERATING REVENUES)			**807,386**	**1,072,715**	**1,234,856**	**1,359,700**	**1,497,166**	**1,573,596**	**1,653,928**		
VARIANCE ABOVE MINIMUM REQUIRED RESERVE			**991,012**	**4,057,532**	**2,556,356**	**396,422**	**9,801,197**	**7,927,823**	**1,858,810**		
SURFACE WATER MASTER PLAN FUND BALANCE TARGETS:											
MINIMUM OPERATING EXPENDITURE TARGET (120 DAYS)			*1,043,066*	*1,420,590*	*1,451,740*	*1,532,118*	*1,637,583*	*1,680,013*	*1,723,712*		
MINIMUM CAPITAL EXPENDITURE TARGET (2% OF ASSETS)			*430,802*	*463,138*	*516,635*	*584,298*	*655,666*	*721,827*	*876,407*		
MINIMUM DEBT SERVICE TARGET (ONE NEW DEBT SERVICE PAYMENT)			-	*377,376*	*377,376*	*377,376*	*1,328,845*	*1,328,845*	*1,328,845*		
SURFACE WATER MASTER PLAN FUND BALANCE TARGET			*1,473,868*	*2,261,104*	*2,345,751*	*2,493,792*	*3,622,093*	*3,730,685*	*3,928,964*		
VARIANCE ABOVE/(BELOW) MINIMUM FUND BALANCE TARGET:			***324,530***	***2,869,144***	***1,445,461***	***(737,670)***	***7,676,269***	***5,770,733***	***(416,226)***		
IMPACT ON OPERATING BUDGET			-		-	-	-	-	-		

SURFACE WATER UTILITY FUND SUMMARY

Types of Projects

In the Surface Water Utility Fund, projects are categorized as Capacity, Repair and Replacement, or Other. Funding for these projects is provided from an allocation of the surface water fees or grants.

2018-2023 CIP Summary

The 2018-2023 Surface Water CIP totals $22.280 million. There are 27 funded projects during this period.

Project	2018 Estimate	2019 Estimate	2020 Estimate	2021 Estimate	2022 Estimate	2023 Estimate	Total 2018 - 2023
Expenditures:							
Capacity	$51,500	$502,367	$54,636	$1,068,108	$1,498,328	$4,599,489	$7,774,428
Repair & replacement	$1,063,156	$1,290,058	$2,901,193	$1,961,083	$1,066,572	$2,364,064	$10,646,126
Other	$105,337	$467,572	$0	$99,044	$289,819	$298,513	$1,260,285
Non-Project Specific	$396,792	$414,875	$427,321	$440,141	$453,344	$466,945	$2,599,418
Total Expenditures by Year	**$1,616,785**	**$2,674,872**	**$3,383,150**	**$3,568,376**	**$3,308,063**	**$7,729,011**	**$22,280,257**
Change in Fund Balance:							
Beginning Fund Balance	$1,798,398	$5,130,248	$3,791,213	$1,756,122	$11,298,363	$9,501,419	$1,798,398
Total Capital Revenues	$4,825,349	$563,451	$194,305	$12,540,158	$359,462	$319,929	$18,802,654
Total Operating Revenues	$5,432,066	$6,174,282	$6,798,502	$7,485,830	$7,867,981	$8,269,642	$42,028,303
Total Capital Expenditures	$1,616,785	$2,674,872	$3,383,150	$3,568,376	$3,308,063	$7,729,011	$22,280,257
Total Debt Service	$987,818	$986,186	$984,554	$1,934,390	$1,606,283	$1,606,283	$8,105,514
Total Operating Expenditures	$4,320,962	$4,415,710	$4,660,193	$4,980,981	$5,110,041	$5,242,958	$28,730,845
Ending Fund Balance	**$5,130,248**	**$3,791,213**	**$1,756,122**	**$11,298,363**	**$9,501,419**	**$3,512,738**	**$3,512,738**
Impact on Operating Budget	***$0***	***$0***	***$0***	***$0***	***$0***	***$0***	

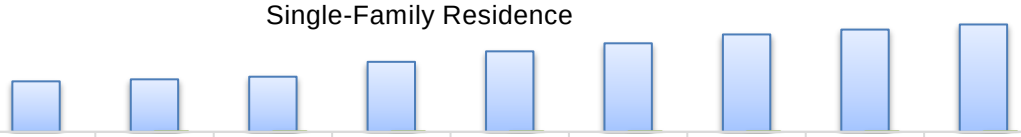
Policy Issues

Minimum Working Capital: The fund balance reserve needs to be maintained at 20% of budgeted operating revenues. The proposed CIP meets that goal.

Master Plan: This capital improvement plan includes surface water projects recommended in the 2017 Surface Water Master Plan based on available funding.

Surface Water Fees: The 2018-2023 CIP assumes that surface water rates will be increased per the recommended Proactive Management Strategy as developed in the Surface Water Master Plan Update: by 27% in 2018, by 15% in 2019, by 10% in 2020 and 2021, and by 5% in 2022 and 2023. Annual increases for a single family residential home are: $45 in 2018, $33 in 2019, $24 in 2020, $27 in 2021, $15 in 2022, and $16 in 2023.

Surface Water Management Rate
Single-Family Residence



	2015	2016	2017	2018	2019	2020	2021	2022	2023
SWM Fee Rate	$154.59	$160.77	$168.81	$214.39	$246.55	$271.21	$298.33	$313.25	$328.91
$ Change		$6.18	$8.04	$45.58	$32.16	$24.66	$27.12	$14.92	$15.66
% Change		4%	5%	27%	15%	10%	10%	5%	5%

Source: City of Shoreline

King County Flood Zone Taxes: In 2008, King County began assessing a $0.154 per $1,000 assessed valuation property tax for the purpose of addressing flooding issues throughout the county. Based on the current funding distribution formula, Shoreline anticipates receiving $113,548 annually.

Underfunded and Unfunded Projects: The Surface Water Master Plan Update recently completed a project prioritization and rate study to provide adequate funding for prioritized phases of priority projects for the 2018-2023 CIP. Accordingly, there are no priority projects which should be considered underfunded or unfunded and awaiting future funding.

This page intentionally left blank.

Surface Water Utility Fund

Projects

6TH AVE NE AND NE 200TH STREET FLOOD REDUCTION PROJECT

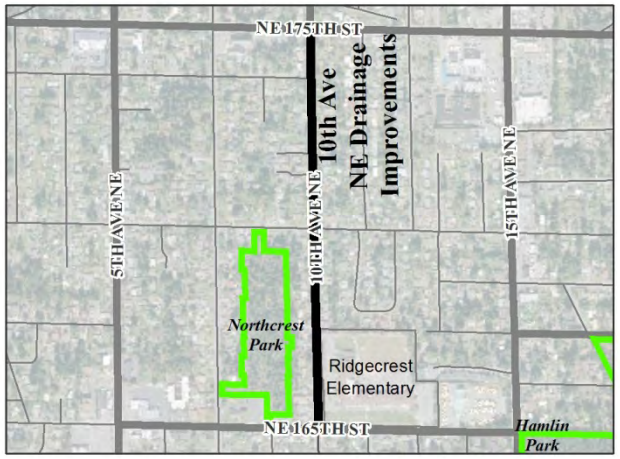
Project Description: This project will improve the stormwater system to reduce in vicinity of the intersection of 6th Ave NE and NE 200th Street.

Service Impact: Improving existing infrastructure and reducing flooding impacts.

Changes from 2017-2022 CIP: New project.

6TH AVE NE AND NE 200TH ST FLOOD REDUCTION PROJECT												
ORGKEY: NEW J.L.# NEW												
PHASE	**PRIOR-YRS**	**2017CB**	**2017YTD**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**6-YEAR TOTAL**	**TOTAL PROJECT**
PROJECT EXPENDITURES:												
1-PROJECT ADMINISTRATION								24,761			24,761	24,761
2-REAL ESTATE ACQUISITION												
3-CONSTRUCTION												
TOTAL PROJECT EXPENDITURES								**24,761**			**24,761**	**24,761**
REVENUE SOURCES:												
SW CAPITAL FUND								24,761			24,761	24,761
TOTAL PROJECT REVENUES								**24,761**			**24,761**	**24,761**
	ELIGIBLE (Y/N)											
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**											
PROJECT TIME LINE:				**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION								Q1 Q2 Q3 Q4				

10TH AVENUE NE DRAINAGE IMPROVEMENTS



Project Description: This project will reduce flooding and improve water quality along 10th Ave NE between NE 165th Street and NE 175th Sreet. Improvements will include installation of bioretention and infiltration facilities to provide flow retention and water quality treatment. Additionally, conveyance system capacity will be increased by pipe and culvert replacements.

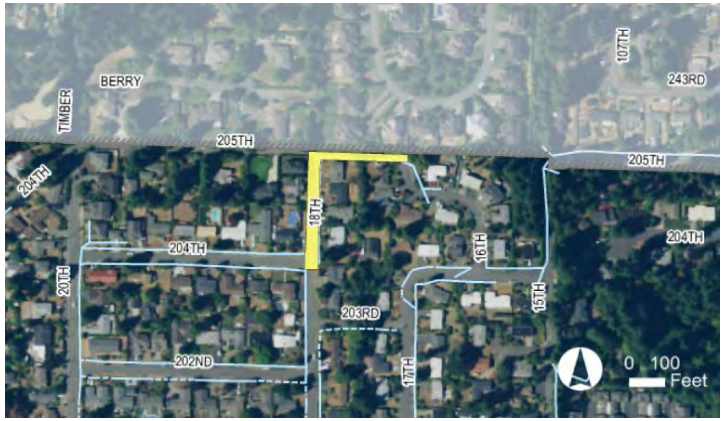
Service Impact: Decrease flooding and increase the service level to residents, drivers, pedestrians, and bicyclists along 10th Ave NE between NE 165th Street and NE 175th Street.

Changes from the 2017-2022 CIP: Start of pre-design was deferred from 2018 to 2021, due to an indefinite delay of Washington State Department of Ecology (Ecology) grant funding for design and pre-design, which the project is dependent upon. Additional budget for design and construction of improvements were added (for 2022 and 2023) as a priority project under the Surface Water Master Plan Update. Costs were escalated from 2017 dollars for future years.

The City re-applied for Ecology funding in October 2016 and was again offered full amount of grant funding previously delayed within the SFY18 Draft Water Quality Funding Offer List and Intended Use Plan (Draft List), published January 20, 2017. However, in July 2017 the State legislative session ended without passing a new 2017-19 capital budget, meaning no Ecology grant funding will be available for this project until a state capital budget is passed which includes sufficient grant funding.

10TH AVE NE DRAINAGE IMPROVEMENTS ORGKEY: 3023333 J.L.# SW269000 PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION		250,000	5,000				281,377	258,518	103,614	643,509	648,509
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION									1,466,565	1,466,565	1,466,565
TOTAL PROJECT EXPENDITURES		**250,000**	**5,000**				**281,377**	**258,518**	**1,570,179**	**2,110,074**	**2,115,074**
REVENUE SOURCES:											
DOE STORMWATER PRE-CONSTRUCTION GRANT		250,000					250,000			250,000	250,000
SW CAPITAL FUND			5,000				31,377	258,518	1,570,179	1,860,074	1,865,074
TOTAL PROJECT REVENUES		**250,000**	**5,000**				**281,377**	**258,518**	**1,570,179**	**2,110,074**	**2,115,074**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION				Q1 Q2 Q3 Q4			Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4		
CONSTRUCTION									Q2 Q3		

18TH AVENUE NW AND NW 204TH DRAINAGE SYSTEM CONNECTION



Project Description: The drainage system on the east side of 18th Ave NW at NW 204th Street has no downstream connection. This project involves pre-design for installing a drainage system which includes reshaping the ditches and installing new pipes and catch basins.

Service Impact: Improve an area lacking drainage infrastructure.

Changes from the 2017-2022 CIP: New project.

18TH AVENUE NW AND NW 204TH DRAINAGE SYSTEM CONNECTION											
ORGKEY: NEW J.L.# NEW											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION							16,883			16,883	16,883
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES							**16,883**			**16,883**	**16,883**
REVENUE SOURCES:											
SW CAPITAL FUND							16,883			16,883	16,883
TOTAL PROJECT REVENUES							**16,883**			**16,883**	**16,883**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION							Q1 Q2 Q3 Q4				

25TH AVENUE NE DITCH IMPROVEMENTS BETWEEN NE 177TH AND 178TH STREETS

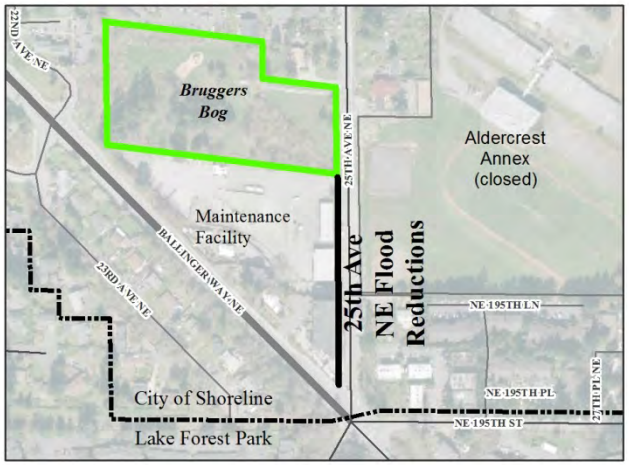
Project Description: The current ditch and culvert system on 25th Ave NE between NE 177th and 178th Streets is failing and is on the City's hot-spot list to check before, during, and after heavy rain events. This project involves the design and construction of the selected alternative for managing drainage, conveyance, and road and slope stability issues within limited right-of-way on 25th Ave NE at the City's eastern border with Lake Forest Park.

Service Impact: Erosion control; stabilize drainage system and reduce O&M effort.

Changes from the 2017-2022 CIP: New project.

25TH AVE NE DITCH IMPROV BETWEEN NE 177TH AND 178TH											
ORGKEY: J.L.#											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION							158,697			158,697	158,697
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES							**158,697**			**158,697**	**158,697**
REVENUE SOURCES:											
SW CAPITAL FUND							158,697			158,697	158,697
TOTAL PROJECT REVENUES							**158,697**			**158,697**	**158,697**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION							Q1 Q2 Q3 Q4				

25TH AVENUE NE FLOOD REDUCTION



Project Description: This project will address recurring flooding along 25th Ave NE between Brugger's Bog Park and NE 195th Street. Since 2001 the City has received 15 separate reports of Ballinger Creek flooding this area. Nearby public and private properties have flooded, including public rights-of-way and the City's North Maintenance Facility site. The project will daylight Ballinger Creek and install fish passable box culvert at roadway and driveway crossings.

Service Impact: Increase the service level to residents, drivers, and others along 25th Ave NE between NE Ballinger Way and Brugger's Bog Park.

Changes from the 2017-2022 CIP: The project budget and schedule were updated following Council authorization of a preferred approach on July 31, 2017. New project schedule includes design through 60% level and permitting by the end of 2019, final design for all improvements by 2022, and construction of improvements within the City's North Maintenance Facility site in 2023. Costs were escalated from 2017 dollars for future years. Construction of improvements downstream of the NMF property will be budgeted in a future year to be determined.

25TH AVE. NE FLOOD REDUCTION IMPROVEMENTS ORGKEY: 3023334 J.L.# SW269100/SW269155/SW274129 PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	325,303	629,861	229,222	51,500	502,367	54,636	56,275	348,328	237,766	1,250,872	1,805,397
2-REAL ESTATE ACQUISITION	1,983								21,493	21,493	23,476
3-CONSTRUCTION									1,830,333	1,830,333	1,830,333
TOTAL PROJECT EXPENDITURES	**327,286**	**629,861**	**229,222**	**51,500**	**502,367**	**54,636**	**56,275**	**348,328**	**2,089,592**	**3,102,698**	**3,659,206**
REVENUE SOURCES:											
KING COUNTY FLOOD ZONE DISTRICT OPPORTUNITY	110,898										110,898
KING COUNTY FLOOD REDUCTION GRANT	74,885		26,646		370,469					370,469	472,000
SW CAPITAL FUND	141,503	629,861	202,576	51,500	131,898	54,636	56,275	348,328	2,089,592	2,732,229	3,076,308
TOTAL PROJECT REVENUES	**327,286**	**629,861**	**229,222**	**51,500**	**502,367**	**54,636**	**56,275**	**348,328**	**2,089,592**	**3,102,698**	**3,659,206**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4		
REAL ESTATE ACQUISITION									Q1 Q2		
CONSTRUCTION									Q2 Q3 Q4		

HERON CREEK CULVERT CROSSING AT SPRINDALE COURT NW

Project Description: The Heron Creek culvert crossing at Springdale Court NW is broken and in danger of collapsing due to poor condition of the culvert pipe and outlet retaining wall. This project involves design and permitting for replacing the existing 18-inch-diameter reinforced concrete culvert with a new fish passable culvert. If fish passage is determined to be unnecessary during permit negotiations, an alternative culvert may be proposed.

Service Impact: Replacement of failing infrastructure; fish passage improvements.

Changes from the 2017-2022 CIP: New project.

HERON CREEK CULVERT CROSSING AT SPRINGDALE CT NW											
ORGKEY: NEW J.L.# NEW											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION								130,998	134,928	265,926	265,926
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES								**130,998**	**134,928**	**265,926**	**265,926**
REVENUE SOURCES:											
SW CAPITAL FUND								130,998	134,928	265,926	265,926
TOTAL PROJECT REVENUES								**130,998**	**134,928**	**265,926**	**265,926**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION								Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4		

LACK OF SYSTEM AND PONDING ON 20TH AVENUE NW

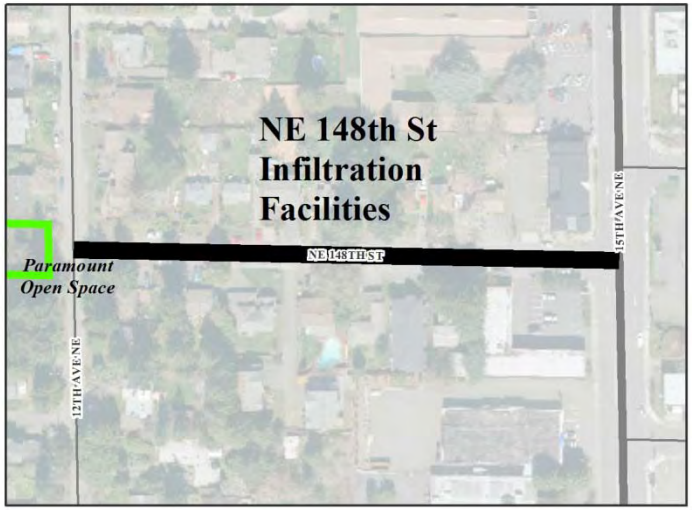
Project Description: Flat slopes and lack of drainage infrastructure on 20th Ave NW between NW 190th Street and NW 193rd Street contributes to ponding. This project involves the pre-design for installing a drainage system which will include bioretention cells/rain gardens along 20th Ave NW to reduce ponding by collecting and infiltrating flows.

Service Impact: Mitigate localized flooding of right-of-way.

Changes from the 2017-2022 CIP: New project.

LACK OF SYSTEM AND PONDING ON 20TH AVENUE NW											
ORGKEY: NEW J.L.# NEW											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION							91,166			91,166	91,166
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES							**91,166**			**91,166**	**91,166**
REVENUE SOURCES:											
SW CAPITAL FUND							91,166			91,166	91,166
TOTAL PROJECT REVENUES							**91,166**			**91,166**	**91,166**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION							Q1 Q2 Q3 Q4				

NE 148TH STREET INFILTRATION FACILITIES



Project Description: This project will install multiple below-ground infiltration facilities along the NE 148th Street roadside between 12th Ave NE and 15th Ave NE. The infiltration facilities will reduce flooding. The infiltration facility technology allows for various surface treatments, including hard surfaces for locations requiring parking and other vehicle access usage, and bioretention surfacing at other locations. This is a new type of facility for the City with broad potential future implementation.

Service Impact: Increase the service level to residents along NE 148th Street between 12th Ave NE and 15th Ave NE; avoid adverse water quality and peak flow impacts to Little's Creek which could be created by implementation of a conventional stormwater solution.

Changes from the 2017-2022 CIP: Schedule for construction was deferred from 2018 to 2021, due to an indefinite delay of Washington State Department of Ecology (Ecology) grant funding, which the project is dependent upon. Costs were escalated from 2017 dollars for future years.

The City re-applied for Ecology funding in October 2016 and was again offered full amount of grant funding previously delayed within the SFY18 Draft Water Quality Funding Offer List and Intended Use Plan (Draft List), published January 20, 2017. However, in July 2017 the State legislative session ended without passing a new 2017-19 capital budget, meaning no Ecology grant funding will be available for this project until a state capital budget is passed which includes sufficient grant funding.

NE 148TH INFILTRATION FACILITIES ORGKEY: 3023328 J.L.# SW266015 PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	89,675		5,000				43,570			43,570	138,245
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION		11,704					387,500	11,593		399,093	399,093
TOTAL PROJECT EXPENDITURES	**89,675**	**11,704**	**5,000**				**431,070**	**11,593**		**442,663**	**537,338**
REVENUE SOURCES:											
DEPARTMENT OF ECOLOGY BIENNIAL STORMWATER CAPACIT	52,780										52,780
WA STATE STORMWATER FINANCIAL ASSISTANCE PROGRAM							290,625			290,625	290,625
SW CAPITAL FUND	36,895	11,704	5,000				140,445	11,593		152,038	193,933
TOTAL PROJECT REVENUES	**89,675**	**11,704**	**5,000**				**431,070**	**11,593**		**442,663**	**537,338**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION							Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4			
CONSTRUCTION							Q2 Q3				

NW 195TH PLACE AND RICHMOND BEACH DRIVE FLOODING

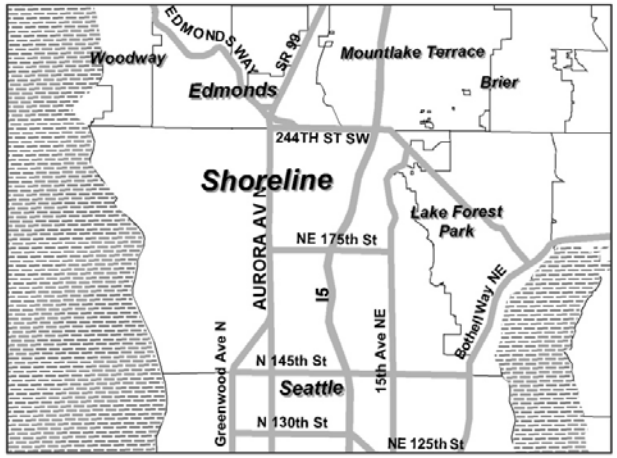
Project Description: Frequent flooding is reported at the intersection of NW 195th Place and Richmond Beach Drive NW when water surcharges from the grate of manhole MH-274 during wet weather. This project involves design and construction of replacement of the 18-inch-diameter system along Richmond Beach Drive with 24-inch-diameter pipes and replace three existing stormwater structures.

Service Impact: Improve existing drainage infrastructure and reducing flooding impacts.

Changes from the 2017-2022 CIP: New project.

NW 195TH PLACE AND RICHMOND BEACH DRIVE FLOODING											
ORGKEY: NEW J.L.# NEW											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION								222,059	86,509	308,568	308,568
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION								210,930	359,469	570,399	570,399
TOTAL PROJECT EXPENDITURES								**432,989**	**445,978**	**878,967**	**878,967**
REVENUE SOURCES:											
SW CAPITAL FUND								432,989	445,978	878,967	878,967
TOTAL PROJECT REVENUES								**432,989**	**445,978**	**878,967**	**878,967**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										

NW 197TH PLACE AND 15TH AVENUE NW FLOODING



Project Description: There is no surface water infrastructure on the west side of 15th Ave NW and NW 197th Place. During heavy rainfall, surface water from City right-of-way flows down into private properties. This project involves pre-design for installing a drainage system to alleviate the flooding and involves installing a catch basin and a 12-inch-diameter pipe to connect to the existing pipe on 15th Ave N.

Service Impact: Improve area lacking infrastructure and reduction of flooding impacts.

Changes from the 2017-2022 CIP: New project.

NW 197TH PL AND 15TH AVE NW FLOODING											
ORGKEY: NEW J.L.# NEW											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION							7,879			7,879	7,879
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES							**7,879**			**7,879**	**7,879**
REVENUE SOURCES:											
SW CAPITAL FUND							7,879			7,879	7,879
TOTAL PROJECT REVENUES							**7,879**			**7,879**	**7,879**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION							Q1 Q2 Q3 Q4				

SPRINGDALE CT. NW AND RIDGEFIELD RD. DRAINAGE IMPROVEMENTS

Project Description: This project includes design to address flooding of the in the Springdale Ct NW and Ridgefield Rd NW area. This project is proposed in three phases:
Phase 1: Replacement of broken pipes and rehabilitation of the ditch system on Ridgefield Rd NW.
Phase 2: Replacement of existing pipes with larger-diameter pipes to convey higher flows on Springdale Ct NW, and modification of ditches and replacement of connecting structures that are in poor condition.
Phase 3: Installation of new stormwater pipes and connections on Ridgefield Rd NW to convey upstream stormwater flows to the Ridgefield/Springdale drainage system and reduce flows to pipes on private property.

Service Impact: Replacement of failing infrastructure and reduction of flooding impacts.

Changes from the 2017-2022 CIP: New project.

SPRINGDALE CT. NW & RIDGEFIELD RD DRAINAGE IMPROV											
ORGKEY: NEW J.L.# NEW											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION								315,902	325,379	641,281	641,281
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES								**315,902**	**325,379**	**641,281**	**641,281**
REVENUE SOURCES:											
SW CAPITAL FUND								315,902	325,379	641,281	641,281
TOTAL PROJECT REVENUES								**315,902**	**325,379**	**641,281**	**641,281**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION								Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4		

STABILIZE NW 16TH PLACE STORM DRAINAGE IN RESERVE M

Project Description: The stormwater outfall pipe in the Innis Arden Reserves natural area (Reserve M) has failed and is contributing to erosion on the hillslope. This project involves the pre-design of an HDPE tight line to convey stormwater flows from 16th Place NW to Puget Sound to reduce erosion.

Service Impact: Manage erosion control and improve slope stability.

Changes from the 2017-2022 CIP: New project.

STABILIZE NW 16TH PLACE STORM DRAINAGE IN RESERVE M											
ORGKEY: NEW J.L.# NEW											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION									33,433	33,433	33,433
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES									33,433	33,433	33,433
REVENUE SOURCES:											
SW CAPITAL FUND									33,433	33,433	33,433
TOTAL PROJECT REVENUES									33,433	33,433	33,433
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	N										
PROJECT TIME LINE:			2017E	2018E	2019E	2020E	2021E	2022E	2023E		
PROJECT ADMINISTRATION									Q1 Q2 Q3 Q4		

HIDDEN LAKE DAM REMOVAL

Project Description: Hidden Lake is a man-made lake located at the intersection of Innis Arden Way and 10th Ave NW in the Boeing Creek Basin of Shoreline, adjacent to Shoreview Park. Following the 2014 City Council direction to cease dredging the lake, the City began a phased approach to restore Boeing Creek at the Hidden Lake site.

Following concepts developed under pre-design efforts completed in 2017, the Hidden Lake Dam Removal Project will remove Hidden Lake Dam and waterbody and restore Boeing Creek within the existing lake bed within Shoreview Park. This project will address the flood hazard due to sediment loading prior to 2020. Replacement of the Boeing Creek culverts crossing NW Innis Arden Way will be included under Hidden Lake Dam Removal Project design (at minimum) and construction (if feasible).

Service Impact: Reduce long term maintenance costs for the Surface Water Utility at Hidden Lake, reduce long-term flood risk, implement habitat improvements, and remove one major fish passage barrier.

Changes from the 2017-2022 CIP: Budget for design in 2018-2019 and construction in 2020 was increased, partially due to more accurate cost estimates developed following alternatives analysis, and partially due to Surface Water Master Plan Update elimination of a previously-identified shortfall in construction funding for this priority project. Costs were escalated from 2017 dollars for future years.

HIDDEN LAKE DAM REMOVAL											
ORGKEY: 3023327 J.L.#SW267100/SW267155											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	177,023	30,085	67,000	267,800	275,834	55,606	12,510	13,185	13,881	638,816	882,839
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION						1,602,061	10,000	10,000	10,000	1,632,061	1,632,061
TOTAL PROJECT EXPENDITURES	**177,023**	**30,085**	**67,000**	**267,800**	**275,834**	**1,657,667**	**22,510**	**23,185**	**23,881**	**2,270,877**	**2,514,900**
REVENUE SOURCES:											
SW CAPITAL FUND	177,023	30,085	67,000	267,800	275,834	1,657,667	22,510	23,185	23,881	2,270,877	2,514,900
TOTAL PROJECT REVENUES	**177,023**	**30,085**	**67,000**	**267,800**	**275,834**	**1,657,667**	**22,510**	**23,185**	**23,881**	**2,270,877**	**2,514,900**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4		
CONSTRUCTION						Q2 Q3					

NE 177TH STREET DRAINAGE IMPROVEMENTS

Project Description: This project involves evaluation of existing infrastructure on NE 177th Street between 21st Place NE and 22nd Place NE to develop alternatives for new collection and conveyance infrastructure, connect to the existing stormwater system, and relieve drainage issues on private property that result from lack of formal infrastructure in this area.

Service Impact: Improve on area lacking drainage infrastructure and reduce flooding impacts.

Changes from the 2017-2022 CIP: New project.

NE 177TH STREET DRAINAGE IMPROVEMENTS											
ORGKEY: NEW J.L.# NEW											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION							10,130			10,130	10,130
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES							**10,130**			**10,130**	**10,130**
REVENUE SOURCES:											
SW CAPITAL FUND							10,130			10,130	10,130
TOTAL PROJECT REVENUES							**10,130**			**10,130**	**10,130**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										

NW 196TH PLACE AND 21ST AVENUE NW INFRASTRUCTURE IMPROVEMENTS

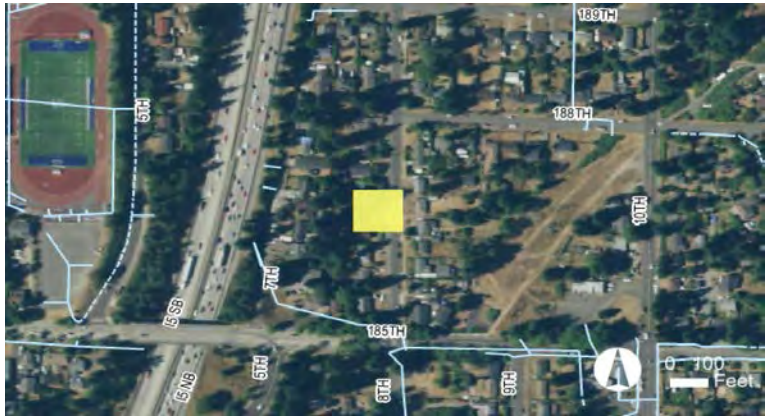
Project Description: An existing pipe and catch basin located at the northeast corner of the intersection of NW 196th Place and 21st Ave NW (near the entrance to the Richmond Beach Library) do not connect to a downstream storm drain system. During rain events, flow enters the pipe and catch basin but eventually overtops the catch basin rim and sheet flows to the downstream catch basin located in the right-of-way of NW 196th Street at 21st Ave NW. This is especially problematic in the cold winter months when ice can form on the roadway. This project involves the design for capping and abandoning the ineffective pipe and connecting existing catch basins with new pipe and two new catch basins, so that the system functions more effectively.

Service Impact: Improving existing infrastructure and reducing the flooding impacts.

Changes from the 2017-2022 CIP: New project.

NW 196TH PL & 21ST AVE. NW INFRASTRUCTURE IMPROVEMENTS											
ORGKEY: NEW J.L.# NEW											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION							93,417			93,417	93,417
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES							**93,417**			**93,417**	**93,417**
REVENUE SOURCES:											
SW CAPITAL FUND							93,417			93,417	93,417
TOTAL PROJECT REVENUES							**93,417**			**93,417**	**93,417**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION							Q1 Q2 Q3 Q4				

PUMP STATION 26 IMPROVEMENTS



Project Description: A condition assessment of the City's storm pump stations was completed in June 2016 in which major overhaul of Pump Station 26 was recommended because it is past its useful life. This project involves the design for demolishing and rebuilding of the station, addition of SCADA, information signs, pressure gauges, and move/replacement of electrical.

Service Impact: Extend life and improve reliability of the system.

Changes from the 2017-2022 CIP: New project.

PUMP STATION 26 IMPROVEMENTS											
ORGKEY: 3023362 J.L.# SW277800											
PHASE	**PRIOR-YRS**	**2017CB**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**6-YEAR TOTAL**	**TOTAL PROJECT**
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION				117,420	218,545					335,965	335,965
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES				**117,420**	**218,545**					**335,965**	**335,965**
REVENUE SOURCES:											
SW CAPITAL FUND				117,420	218,545					335,965	335,965
TOTAL PROJECT REVENUES				**117,420**	**218,545**					**335,965**	**335,965**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
IMPACT ON OPERATING BUDGET		**2017CB**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
LANDSCAPING											
UTILITIES											
OTHER											
TOTAL IMPACT ON OPERATING BUDGET											
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION				Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4						
REAL ESTATE ACQUISITION											
CONSTRUCTION											

PUMP STATION 30 UPGRADES

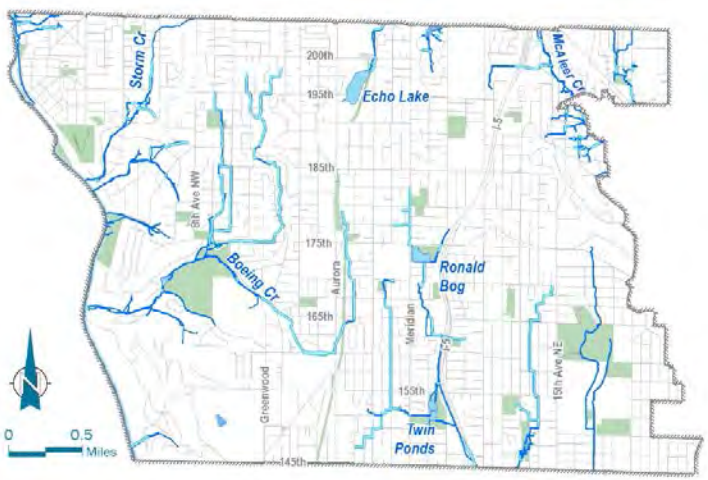
Project Description: A condition assessment of the City's storm pump stations was completed in June 2016 in which major overhaul of Pump Station 30 was recommended because this pump station is past its useful life. This project involves the design for demolishing and rebuilding of the station, reuse existing wetwell, add SCADA, and to upgrade the electrical service/transformer.

Service Impact: Extend life and improved reliability of the system.

Changes from the 2017-2022 CIP: New project.

PUMP STATION 30 UPGRADES											
ORGKEY: 3023363 J.L.# SW277900											
PHASE	**PRIOR-YRS**	**2017CB**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**6-YEAR TOTAL**	**TOTAL PROJECT**
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION				92,700						92,700	92,700
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES				**92,700**						**92,700**	**92,700**
REVENUE SOURCES:											
SW CAPITAL FUND				92,700						92,700	92,700
TOTAL PROJECT REVENUES				**92,700**						**92,700**	**92,700**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION				Q1 Q2 Q3 Q4							

PUMP STATION MISCELLANEOUS IMPROVEMENTS



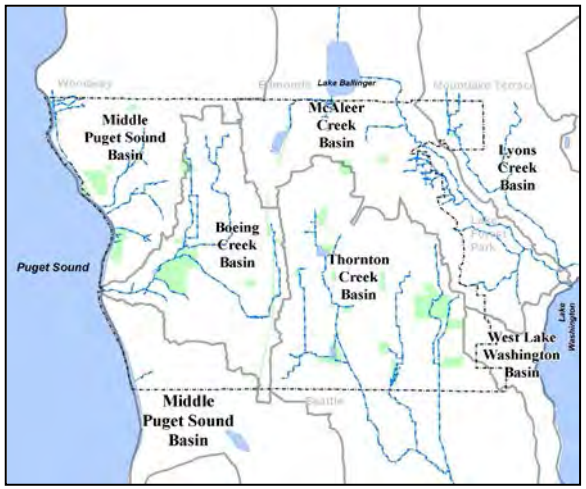
Project Description: Six pump stations that were constructed between 2005 and 2010 have been identified for minor upgrades: Linden Avenue, Palatine, Pan Terra, Pump Station 25, Ronald Bog, and Serpentine. Recommended improvements vary by pump station. This project includes, design and constructions of the general upgrades including electrical, SCADA, signage, access, bollards, and redundant equipment.

Service Impact: Improved pump station operations and redundancy.

Changes from the 2017-2022 CIP: New project.

PUMP STATION MISCELLANEOUS IMPROVEMENTS											
ORGKEY: 3023364 J.L.# SW278000											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION				199,820		77,529				277,349	277,349
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION						510,358				510,358	510,358
TOTAL PROJECT EXPENDITURES				199,820		587,887				787,707	787,707
REVENUE SOURCES:											
SW CAPITAL FUND				199,820		587,887				787,707	787,707
TOTAL PROJECT REVENUES				199,820		587,887				787,707	787,707
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	N										
PROJECT TIME LINE:			2017E	2018E	2019E	2020E	2021E	2022E	2023E		
PROJECT ADMINISTRATION				Q1 Q2 Q3 Q4		Q1 Q2 Q3 Q4					
CONSTRUCTION						Q2 Q3					

STORMWATER PIPE REPAIR/REPLACEMENT (CITYWIDE)



Project Description: A majority of the 140 miles of stormwater pipes that the City owns and maintains have exceeded their service life. To address this issue, the Stormwater Pipe Repair and Replacement Project (SWPRRP) repairs and replaces the failing stormwater pipes identified during the condition assessment video inspections. The SWPRRP proactively ensures public safety, reduces flooding, decreases maintenance demands, and protects critical infrastructure and other public and private property.

Pipes are prioritized for repair based upon the estimated probability and potential consequences of failure. The primary repair method is to install a durable composite pipe liner (known as cured-in-place pipe or CIPP); open-cut trench pipe replacement is used for pipes that are too deteriorated to repair with CIPP lining. These methods provide optimal value by extending the lifespan of the City's existing stormwater infrastructure.

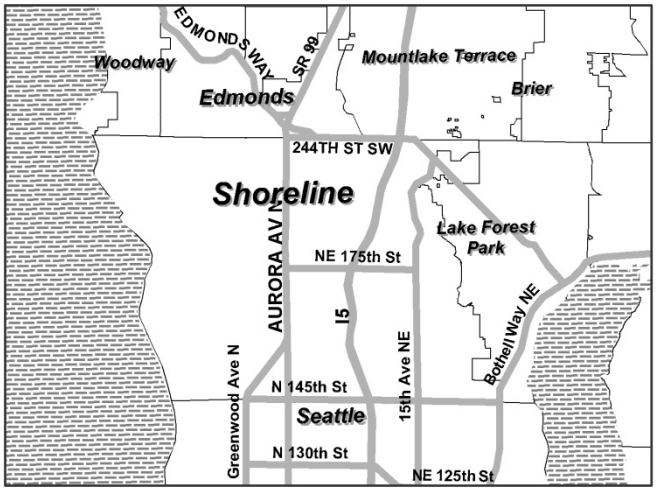
The project schedules design and construction phases in alternating years (design years in 2018, 2020, 2022; construction years in 2019, 2021, 2023). This biennial construction cycle better accommodates staff time and budget availability.

Service Impact: Increase the service level to residents in the drainage basins where condition assessments have been completed.

Changes from the 2017-2022 CIP: Six year budget was updated to reflect increased funding as provided by Surface Water Master Plan Update for this program as a high priority. Costs were escalated from 2017 dollars for future years.

STORMWATER PIPE REPLACEMENT PROGRAM											
ORGKEY: 3023305 J.L.# SW261200/SW261255											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	492,249	40,934	63,238	76,416	60,000	327,821	100,000	463,750	100,000	1,127,987	1,683,474
2-REAL ESTATE ACQUISITION	690										690
3-CONSTRUCTION	727,758	194,066	366,138		417,409		1,172,272		1,643,157	3,232,838	4,326,734
TOTAL PROJECT EXPENDITURES	**1,220,697**	**235,000**	**429,376**	**76,416**	**477,409**	**327,821**	**1,272,272**	**463,750**	**1,743,157**	**4,360,825**	**6,010,898**
REVENUE SOURCES:											
KING COUNTY FLOOD ZONE DISTRICT OPPORTUNITY	291,061										291,061
SW CAPITAL FUND	929,636	235,000	429,376	76,416	477,409	327,821	1,272,272	463,750	1,743,157	4,360,825	5,719,837
TOTAL PROJECT REVENUES	**1,220,697**	**235,000**	**429,376**	**76,416**	**477,409**	**327,821**	**1,272,272**	**463,750**	**1,743,157**	**4,360,825**	**6,010,898**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4		
CONSTRUCTION			Q2 Q3	Q2 Q3	Q2 Q3	Q2 Q3	Q2 Q3	Q2 Q3	Q2 Q3		

SURFACE WATER SMALL DRAINAGE PROJECTS



Project Description: Small works drainage projects will be identified that provide for the construction of minor drainage improvements to reduce localized flooding or surface water-related problems at various locations throughout the city. Projects are identified through the City's customer request system and issues found in the field by City staff.

Service Impact: This project will alleviate localized flooding of private and public properties by making improvements to storm drainage systems where a small works project can be a cost-effective resolution of the problem.

Changes from the 2017-2022 CIP: Six year budget was updated to reflect increased funding as provided by Surface Water Master Plan Update for this program as a high priority. Budgeting allows for drainage assessments and design and construction of improvements at several sites each year. Costs were escalated from 2017 dollars for future years.

SURFACE WATER SMALL PROJECTS											
ORGKEY: 3017105 J.L.# SW100700/SW100755											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	872,463	100,000	100,000	100,000	100,000	100,000	150,000	150,000	150,000	750,000	1,722,463
2-REAL ESTATE ACQUISITION	179										179
3-CONSTRUCTION	1,540,246	150,000	180,000	209,000	218,270	227,818	412,754	429,637	447,026	1,944,505	3,664,751
TOTAL PROJECT EXPENDITURES	**2,412,889**	**250,000**	**280,000**	**309,000**	**318,270**	**327,818**	**562,754**	**579,637**	**597,026**	**2,694,505**	**5,387,394**
REVENUE SOURCES:											
KING COUNTY FLOOD ZONE DISTRICT OPPORTUNITY	136,902										136,902
SW CAPITAL FUND	2,275,987	250,000	280,000	309,000	318,270	327,818	562,754	579,637	597,026	2,694,505	5,250,492
TOTAL PROJECT REVENUES	**2,412,889**	**250,000**	**280,000**	**309,000**	**318,270**	**327,818**	**562,754**	**579,637**	**597,026**	**2,694,505**	**5,387,394**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										

12TH AVENUE NE INFILTRAION POND RETROFITS

Project Description: Flooding occurs between NE 170th and NE 175th Streets and 11th and 12th Ave NE and around the existing infiltration facility on 12th Ave NE. This project involves the pre-design for an infiltration trench system, overflow structure, and sediment trap to address the flooding problems.

Service Impact: Improving existing infrastructure and reducing flooding impacts.

Changes from the 2017-2022 CIP: New project.

12TH AVE NE INFILTRATION POND RETROFITS											
ORGKEY: NEW J.L.# NEW											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION							42,769			42,769	42,769
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES							**42,769**			**42,769**	**42,769**
REVENUE SOURCES:											
SW CAPITAL FUND							42,769			42,769	42,769
TOTAL PROJECT REVENUES							**42,769**			**42,769**	**42,769**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION							Q1 Q2 Q3 Q4				

BOEING CREEK REGIONAL STORMWATER FACILITY STUDY

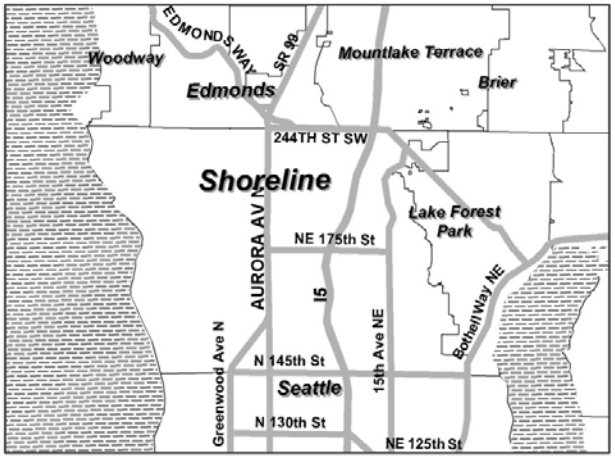
Project Description: The initial effort for the project will be to conduct a feasibility assessment to construct a regional surface water detention facility to support redevelopment of the Aurora Square. The feasibility study would include alternatives or mechanisms for development to pay for the facility.

Service Impact: Increase the service level to residents.

Changes from the 2017-2022 CIP: Surface Water Master Plan Update allocated $87,367 for further development of pre-design concepts in 2018-2019 as needed for this priority project. Completion of initial feasibility study is expected in early 2018. If additional budget for design and construction of facility will be programmed in a future year to be determined.

BOEING CREEK REGIONAL STORMWATER FACILITY STUDY											
ORGKEY: 3023335 J.L.# SW269200											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	4,228	195,772	196,000	22,937	64,430					87,367	287,595
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES	**4,228**	**195,772**	**196,000**	**22,937**	**64,430**					**87,367**	**287,595**
REVENUE SOURCES:											
SW CAPITAL FUND	4,228	195,772	196,000	22,937	64,430					87,367	287,595
TOTAL PROJECT REVENUES	**4,228**	**195,772**	**196,000**	**22,937**	**64,430**					**87,367**	**287,595**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4						

BOEING CREEK RESTORATION



Project Description: The Boeing Creek Restoration Project seeks to restore fish passage along lower Boeing Creek downstream of NW Innis Arden Way, including removal of the Seattle Golf Club diversion dam and other barriers. This project would expand upon improvements implemented under the Hidden Lake Dam Removal Project to provide contiguous major fish passage, habitat, and erosion reduction improvements along lower Boeing Creek.

Service Impact: Improve fish passage and habitat and reduce erosion potential along lower Boeing Creek.

Changes from the 2017-2022 CIP: Surface Water Master Plan Update allocated $56,275 in 2021 for any additional concept development and/or coordination as needed. Completion of initial concept development is expected in 2017.

BOEING CREEK RESTORATION PROJECT											
ORGKEY: 3018107 J.L.# SW271900/SW271955											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	20,406	101,595	34,000				56,275			56,275	110,681
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES	**20,406**	**101,595**	**34,000**				**56,275**			**56,275**	**110,681**
REVENUE SOURCES:											
SW CAPITAL FUND	20,406	101,595	34,000				56,275			56,275	110,681
TOTAL PROJECT REVENUES	**20,406**	**101,595**	**34,000**				**56,275**			**56,275**	**110,681**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4				Q1 Q2 Q3 Q4				

CLIMATE IMPACTS AND RESILIENCY STUDY

Project Description: Pacific Northwest climate is changing and research overwhelmingly asserts that it will continue to do so over the next century. Rising temperatures, shifting precipitation patterns, increasing frequency of extreme events, and rising sea levels are all likely to affect the region, and could potentially cause significant impacts to the Shoreline community such as exacerbated urban flooding or an increase in the frequency of landslides. While the latest global climate models (GCMs) have been downscaled to regional scales, these forecasts are highly uncertain. The City's infrastructure and natural systems can best serve customers by being flexible and resilient to a variety of conditions. This study will investigate methods to adaptively manage surface water systems and evaluate processes to cost effectively meet levels of service for drainage, water quality, and flood management with an uncertain future.

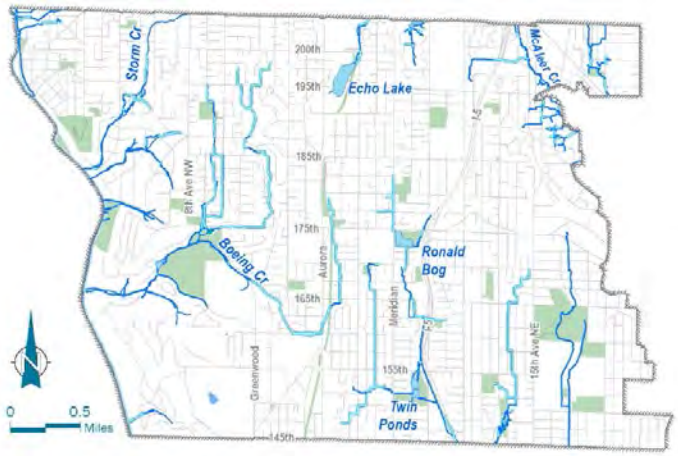
The Climate Impacts and Resiliency Study will evaluate approaches to reducing vulnerabilities and incorporating resiliency measures into capital improvements and operational practices.

Service Impact: Improved planning, design, and operational practices will provide a better understanding of future risks and reduce vulnerabilities over the long-term.

Changes from the 2017-2022 CIP: New project.

CLIMATE IMPACTS AND RESILIENCY STUDY											
ORGKEY: NEW J.L.# NEW											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION					84,872					84,872	84,872
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES					**84,872**					**84,872**	**84,872**
REVENUE SOURCES:											
SW CAPITAL FUND					84,872					84,872	84,872
TOTAL PROJECT REVENUES					**84,872**					**84,872**	**84,872**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION					Q1 Q2 Q3 Q4						

STORM CREEK EROSION MANAGEMENT STUDY



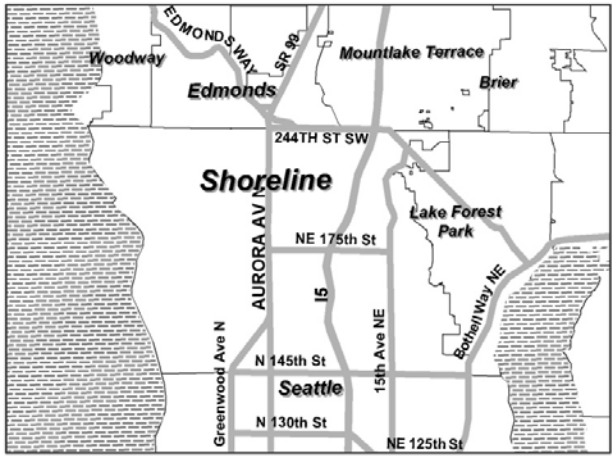
Project Description: This project will investigate alternative solutions to manage ongoing erosion issues within lower Storm Creek.

Service Impact: Manage erosion within lower Storm Creek.

Changes from the 2017-2022 CIP: New project.

STORM CREEK EROSION MANAGEMENT STUDY											
ORGKEY: 3023365 J.L.# SW278100											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION				82,400						82,400	82,400
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES				**82,400**						**82,400**	**82,400**
REVENUE SOURCES:											
SW CAPITAL FUND				82,400						82,400	82,400
TOTAL PROJECT REVENUES				**82,400**						**82,400**	**82,400**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION				Q1 Q2 Q3 Q4							

SURFACE WATER MASTER PLAN UPDATE



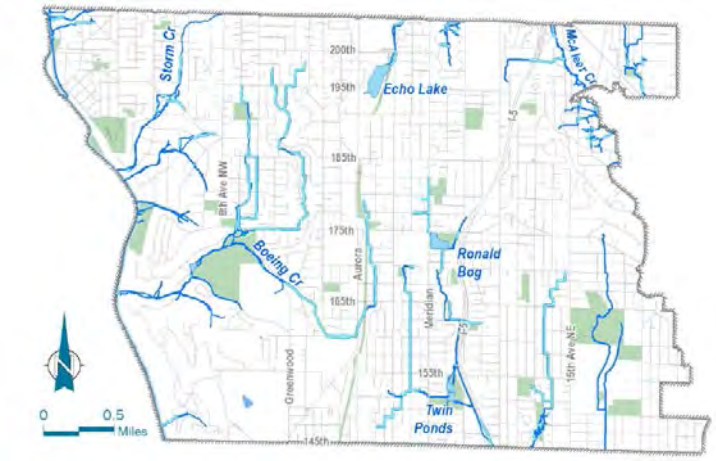
Project Description: Project will revise and update the Surface Water Master Plan to reflect the changes in the City and the Surface Water Utility and provide a long term management strategy to ensure the continued financial viability of the Surface Water Utility. The master plan will evaluate the surface water management fees and rate structure, prioritize and incorporate the capital and operational needs identified in the basin plans, and direct the future activities using an asset management strategy.

Service Impact: Deliver defined service levels to the residents of the City of Shoreline with the lowest life cycle cost.

Changes from the 2017-2022 CIP: 2017 Surface Water Master Plan Update allocated $588,332 for next Surface Water Master Plan Update to occur 2022-2023 (high priority project).

SURFACE WATER MASTER PLAN											
ORGKEY: 3018165 J.L.#SW106000											
PHASE	**PRIOR-YRS**	**2017CB**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**6-YEAR TOTAL**	**TOTAL PROJECT**
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	246,518	403,482	253,276					289,819	298,513	588,332	1,088,126
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES	**246,518**	**403,482**	**253,276**					**289,819**	**298,513**	**588,332**	**1,088,126**
REVENUE SOURCES:											
SW CAPITAL FUND	246,518	403,482	253,276					289,819	298,513	588,332	1,088,126
TOTAL PROJECT REVENUES	**246,518**	**403,482**	**253,276**					**289,819**	**298,513**	**588,332**	**1,088,126**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3								

SYSTEM CAPACITY MODELING STUDY



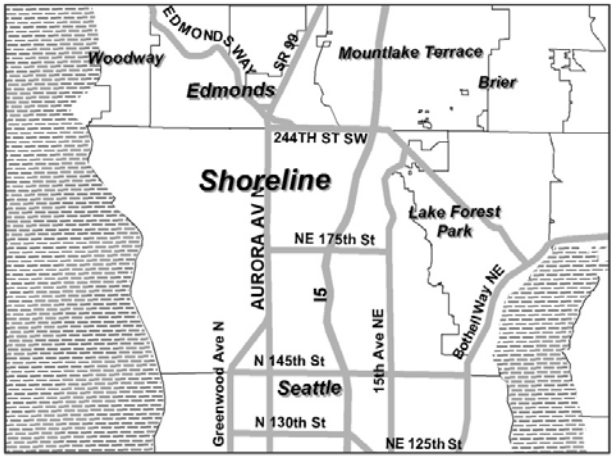
Project Description: Hydrologic and hydraulic modeling are needed to evaluate drainage system capacity and assess the risks associated with deficiencies. This study will provide new and updated modeling analyses to forecast future system demands, identify service gaps, and evaluate CIPs. The City study will follow a phased approach to modeling, with priorities given to areas with known problems, future growth/development pressures, potential stormwater impacts to downstream water bodies, and/or challenges with implementing low-impact development principles.

Service Impact: Evaluating system performance, analyzing alternatives for CIPs, and identifying optimal solutions to existing problems.

Changes from the 2017-2022 CIP: New project.

SYSTEM CAPACITY MODELING STUDY ORGKEY: NEW J.L.# NEW PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION					318,270					318,270	318,270
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES					**318,270**					**318,270**	**318,270**
REVENUE SOURCES:											
SW CAPITAL FUND					318,270					318,270	318,270
TOTAL PROJECT REVENUES					**318,270**					**318,270**	**318,270**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION					Q1 Q2 Q3 Q4						

SURFACE WATER CAPITAL ENGINEERING



Project Description: This ongoing project includes the administrative costs of capital engineering for surface water projects. The project supports the capital programming and project development to achieve the goals of the Surface Water Utility, including flood reduction, water quality improvement, and aquatic habitat enhancement.

Service Impact: This project will provide more accurate and timely information on upcoming projects for use in developing and updating each year's Capital Improvement Plan and completing applications for grant funding.

Changes from 2017-2022 CIP: The new cost estimate includes the addition of funding for projects in 2023 and annual adjustments of engineering costs.

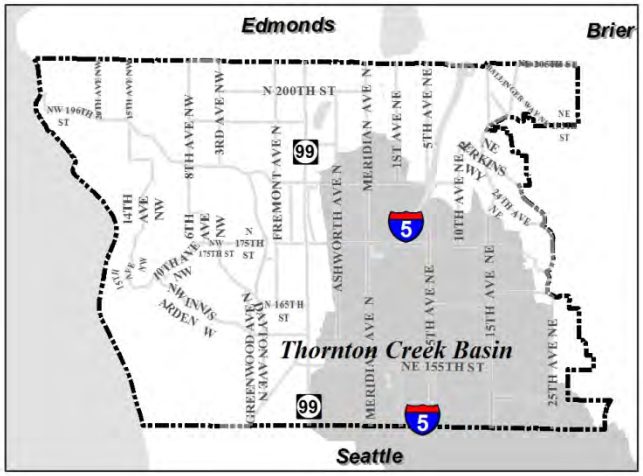
SURFACE WATER CAPITAL ENGINEERING											
ORGKEY: 3013064 J.L.# SW107700											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	2,399,558	182,000	182,000	196,833	202,738	208,820	215,085	221,537	228,183	1,273,196	3,854,754
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES	**2,399,558**	**182,000**	**182,000**	**196,833**	**202,738**	**208,820**	**215,085**	**221,537**	**228,183**	**1,273,196**	**3,854,754**
REVENUE SOURCES:											
SW CAPITAL FUND	2,399,558	182,000	182,000	196,833	202,738	208,820	215,085	221,537	228,183	1,273,196	3,854,754
TOTAL PROJECT REVENUES	**2,399,558**	**182,000**	**182,000**	**196,833**	**202,738**	**208,820**	**215,085**	**221,537**	**228,183**	**1,273,196**	**3,854,754**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4		

This page intentionally left blank.

Projects to be completed in current year

(2017)

THORNTON CREEK BASIN CONDITION ASSESSMENT



Project Description: This project will include stormwater pipe condition assessment to identify stormwater infrastructure for future repair and replacement in the Thornton Creek Basin. This project is a continuation of the 2009 Thornton Creek Basin Plan. Unlike other basin plans completed after the 2011 Surface Water Master Plan update, the basin plan for the Thornton Creek basin did not include a condition assessment of the pipes, catch basins and related structures. This information is critical to prioritize and maintain the existing stormwater infrastructure.

Service Impact: Increase the service level to residents by reducing the potential for unanticipated infrastructure failures.

Changes from the 2017-2022 CIP: No further budget programmed for this project because per Surface Water Master Plan Update all stormwater pipe condition assessments after 2017 will be budgeted under the new Pipe Condition Assessment Program, as managed under Surface Water Utility Operations.

THORNTON CREEK BASIN CONDITION ASSESSMENT											
ORGKEY: 3023336 J.L.# SW269300											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION		150,000	150,000								150,000
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES		**150,000**	**150,000**								**150,000**
REVENUE SOURCES:											
SW CAPITAL FUND		150,000	150,000								150,000
TOTAL PROJECT REVENUES		**150,000**	**150,000**								**150,000**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4								

GOHEEN REVETMENT REPAIR

Project Description: The McAleer Creek – Goheen Property Revetment Repair Project consists of installing a biorevetment structure to address erosion damage to the south bank of McAleer Creek approximately 300 feet upstream of the NE 196th St creek crossing. The biorevetment will be approximately 100 feet long and constructed from interwoven and layered logs, rock, and vegetated fabric-encapsulated soil lifts.

The project will also remove invasive vegetation, restore native vegetation, and install a gated permanent access driveway to the existing streamflow control structure on the north side of NE 196th St.

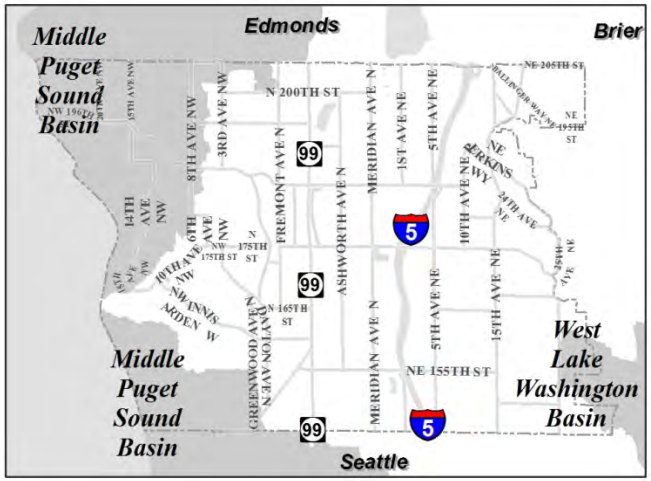
Major construction was completed by July 2015; the planting establishment period will continue from 2016 through 2020.

Service Impact: Maintain existing storm facility infrastructure associated with drainage easements.

Changes from the 2076-2021 CIP: No further budget programmed for this project because planting establishment-related vegetation monitoring and maintenance after 2017 will be budgeted under Surface Water Utility Operations.

GOHEEN REVETMENT REPAIR											
ORGKEY: 3023304 J.L.# SW261100											
PHASE	PRIOR-YRS	2017CB	2017E	2018E	2019E	2020E	2021E	2022E	2023E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	217,544	1,500	1,500								219,044
2-REAL ESTATE ACQUISITION	578										578
3-CONSTRUCTION	202,904	10,000	10,000								212,904
TOTAL PROJECT EXPENDITURES	**421,027**	**11,500**	**11,500**								**432,527**
REVENUE SOURCES:											
SW CAPITAL FUND	421,027	11,500	11,500								432,527
TOTAL PROJECT REVENUES	**421,027**	**11,500**	**11,500**								**432,527**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION			Q2								
CONSTRUCTION			Q2 Q3								

PUGET SOUND DRAINAGES BASIN PLAN



Project Description: The goal of the basin plan is to assess existing hydrologic, water quality, and habitat conditions; identify projects, programs and regulatory measures to improve drainage, water quality, stream and wetland habitat for the Puget Sound Drainages Basin and other selected small drainage basins elsewhere within the City without previous basin planning. The study will also include a stormwater pipe condition assessment to identify stormwater infrastructure for future repair and replacement and flood plain delineation (where appropriate).

Service Impact: Increase the service level to residents that live within the studied drainage areas throughout the City.

Changes from the 2017-2022 CIP: Project was completed in 2017.

PUGET SOUND DRAINAGES BASIN PLAN											
ORGKEY: 3023318 J.L.# SW266300											
PHASE	**PRIOR-YRS**	**2017CB**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**	**6-YEAR TOTAL**	**TOTAL PROJECT**
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	426,063	18,937	18,937								445,000
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES	**426,063**	**18,937**	**18,937**								**445,000**
REVENUE SOURCES:											
SW CAPITAL FUND	426,063	18,937	18,937								445,000
TOTAL PROJECT REVENUES	**426,063**	**18,937**	**18,937**								**445,000**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**2022E**	**2023E**		
PROJECT ADMINISTRATION			Q1 Q2								

CITY OF SHORELINE

APPENDIX

This page has been intentionally left blank.

Financial Policies

I. Financial Planning Policies

II. General Budget Policies
- A. No Operating Deficit
- B. Resources Greater than Estimates
- C. Budget Adoption Level
- D. Necessary to Implement City Council Goals Identified in Annual Workplan
- E. Public Safety Protection
- F. Degradation of Current Service Levels
- G. Investments that are Primarily funded by Additional Fees or Grants
- H. Investments that delay Future Cost Increases
- I. Investments that Forestall Adding Permanent Staff
- J. Commitments that can Reasonably be Maintained over the Long Term
- K. Overhead and Full Cost Allocation
- L. Maintenance of Quality Service Programs
- M. Distinguished Budget Presentation

III. Formulation and Approval of Budgets

IV. Budget Adjustment and Amendment Process
- A. Adjustment
- B. Amendment

V. Reserve and Contingency Fund Policies
- A. General Policy
- B. Revenue Stabilization Fund
- C. General Fund Operating Reserves
- D. Equipment and Vehicle Replacement Reserves
- E. City Street Fund Reserve
- F. Surface Water Utility Fund Reserve

VI. Capital Improvement Program Plan Policies
- A. Relationship of Long-Range Plans to the CIP
- B. Capital Improvement Plan Coordination Team
- C. Establishing CIP Priorities
- D. Types of Projects Included in the CIP
- E. Scoping and Costing Based on Predesign Study
- F. Required Project Features and Financial Responsibility
- G. Predictability of Project Timing, Cost and Scope
- H. CIP Maintenance and Operating Costs
- I. Local Improvement Districts (LID)
- J. Preserve Existing Capital Infrastructure Before Building New Facilities
- K. New Facilities Should be of High Quality, Low Maintenance, Least Cost
- L. Public Input at All Phases of Projects
- M. Basis for Project Appropriations
- N. Balanced CIP Plan
- O. Use of Debt in the CIP
- P. Finance Director's Authority to Borrow
- Q. CIP Plan Update and Amendment
- R. Formalization of Monetary Agreements
- S. Applicable Project Charges

VII. Debt Policy

I. FINANCIAL PLANNING POLICY

The City shall develop and maintain a 6-year financial forecast that estimates resource and expenditure behavior for the five years beyond the current budget period. This forecast will provide the City's decision makers with an indication of the long-term fiscal impact of current policy and budget decisions. This planning tool must recognize the effects of economic cycles on the demand for services and the City's resources. To this end, the forecast should differentiate between revenue associated with one-time economic activities and revenues derived as a result of base economic growth. City financial planning should ensure the delivery of needed services (many of which become more critical during economic downturns) by assuring adequate reliance on ongoing resources in order to support continued City services during economic downturns.

II. GENERAL BUDGET POLICIES

These general budget policies are the basis on which staff develops budget recommendations and establishes funding priorities within the limited revenues the City has available to provide municipal services.

A. No Operating Deficit: Current revenues will be sufficient to support current expenditures. Revenue estimates will be realistic and debt financing will not be used for current operating expenses.
B. Resources Greater than Budget Estimates: Resources (fund balance) greater than budget estimates in any fund shall be considered "one-time" resources and shall not be used to fund ongoing service delivery programs.
C. Budget Adoption Level: Budget adoption by the City Council shall be at fund level. Any changes in appropriations at fund level require City Council approval.
D. Necessary to Implement City Council Goals Identified in Annual Workplan: The City Council identifies specific goals as part of its work-plan, and departmental budgets should include adequate resources to accomplish those goals in the expected timeframes.
E. Public Safety Protection: Public safety is a top priority, and as such, unmet needs in this area should have a priority over other service areas.
F. Degradation of Current Service Levels: When increased service demands are experienced over a sustained period of time, resources should be provided to prevent service level degradation below an acceptable level.
G. Investments that are Primarily Funded by Additional Fees or Grants: Programs and investments that are funded through a dedicated revenue source (i.e., non-tax revenue), that meet the goals of the City Council, will receive priority consideration.
H. Investments that Delay Future Cost Increases: When practical, resources should be allocated for selective preventative investments that can be made to avoid even larger costs in the future.
I. Investments that Forestall Adding Permanent Staff: Recognizing that personnel related expenditures represent the largest portion of the City's budget, methods to increase efficiency and effectiveness of the delivery of City services through technology improvements should receive priority funding if it can forestall the addition of permanent staff.
J. Commitments that can Reasonably be Maintained over the Long-Term: Funding for new programs and services in operating funds should be limited to the extent that they can be reasonably funded over the near-to-long-term given the current revenue stream.
K. Overhead and Full Cost Allocation: Department budgets should be prepared in a manner to reflect the full cost of providing services.
L. Maintenance of Quality Service Programs: The City of Shoreline will offer quality service programs. If expenditure reductions are necessary as a result of changing economic status, selective service elimination is preferable to poor or marginal quality programs that are caused by across the board cuts.

M. Distinguished Budget Presentation: The City will seek to comply with the suggested criteria of the Government Finance Officers Association in producing a budget document that meets the Distinguished Budget Presentation program criteria as policy document, as an operations guide, as a financial plan, and as a communication device.

III. FORMULATION AND APPROVAL OF BUDGETS

In accordance with RCW 35A.33, departments shall be requested by the Finance Director to prepare detailed estimates of revenues and expenditures for the next fiscal year by no later than the second Monday of September. Responses will be due by no later than the fourth Monday in September, and by no later than the first business day in October, the Finance Director will present to the City Manager a proposed preliminary budget setting forth the complete financial program, showing expenditures requested by each department and sources of revenue by which each program is proposed to be financed.

Although the schedule outlined above meets the requirements of the Revised Code of Washington, the Shoreline budget process usually follows an accelerated time schedule. The Finance Director typically requests departments to prepare their detailed estimates of revenues and expenditures for the next fiscal year in July, with those responses due in August.

By no later than the first Monday in October, the City Manager will provide the City Council with current information on estimates of revenues from all sources as adopted in the budget for the current year. The City complies with this requirement by providing the City Council with a quarterly report and a comprehensive overview of the City's current financial position at a summer Budget Retreat.

The administration will analyze program priorities and needs and recommend funding levels for each program in a proposed operating budget and six-year capital improvement program, which will be submitted to the Council by no later than 60 days prior to the end of the fiscal year. The City Manager typically presents the proposed budget to the City Council in late October.

As part of the budget document, a budget message will be prepared that contains the following:

- An explanation of the budget document.
- An outline of the recommended financial policies and programs of the City for the ensuing fiscal year.
- A statement of the relation of the recommended appropriation to such policies and programs.
- A statement of the reason for salient changes from the previous year in appropriation and revenue items.
- An explanation of any recommended major changes in financial policy.

The operating budget proposal for the general fund will include a financial plan that shows projected revenues and expenditures for at least the next five fiscal years. The financial plan will provide an explanation of the assumptions used in projecting future year expenditure and revenue levels, such as growth in tax revenues, inflation, cost of services, and other factors that may impact the financial condition of the City.

The operating budget will be classified and segregated according to a standard classification of accounts as prescribed by the State Auditor.

The Council will hold public hearings as required and approve operating and capital budgets prior to the end of the fiscal year in accordance with State law.

IV. BUDGET ADJUSTMENT & AMENDMENT PROCESSES

Under the provisions of State law and the City's operating procedures, the operating budget may be adjusted or amended in two different ways. Adjustment of the budget involves a reallocation of existing appropriations and does not change the budget “bottom line.” Amendment of the budget involves an addition to or reduction of existing appropriations.

A. Adjustment

The City departmental expenditures and program goals are monitored throughout the year. Certain departments may develop the need for additional expenditure authority to cover unanticipated costs that cannot be absorbed within the budget, while other departments may unexpectedly not require their full budget authorizations. The Finance Department reviews and analyzes all department and/or fund budgets to determine what adjustments are necessary and whether the adjustments can be made within existing appropriation limits and within the City Council and Departmental goals as provided in the budget. Necessary adjustments are then reviewed with the affected department and/or fund managers. When an adjustment is needed, the Finance staff will look first to savings within the department and then consider budget transfers between departments. The Finance Director, in conjunction with the Department Directors and the City Manager, reviews and decides if any specific budget reductions are needed. No City Council action is needed as State law allows budget adjustments to be done administratively and approved by the City Manager. As a matter of practice, staff will include any adjustments made between departments with the quarterly financial information provided to the City Council.

B. Amendment

Amending the City's budget occurs whenever the requested changes from departments and/or funds will cause the existing appropriation level for the fund to change. This situation generally occurs when the City Council authorizes additional appropriation. This is done by an ordinance that amends the original budget and states the sources of funding for the incremental appropriations.

V. RESERVE AND CONTINGENCY FUND POLICIES

Adequate fund balance and reserve levels are a necessary component of the City’s overall financial management strategy and a key factor in external agencies’ measurement of the City’s financial strength.

Maintenance of fund balance for each accounting fund assures adequate resources for cash flow and to mitigate short-term effects of revenue shortages. Reserve funds are necessary to enable the City to deal with unforeseen emergencies or changes in condition.

A. General Policy

The City shall maintain reserves required by law, ordinance and/or bond covenants.

All expenditures drawn from reserve accounts shall require prior Council approval unless previously authorized by the City Council for expenditure within the City’s annual budget.

If reserves and/or fund balances fall below required levels as set by this policy, the City shall include within its annual budget a plan to restore reserves and/or fund balance to the required levels.

All reserves will be presented in the City’s annual budget.

B. Revenue Stabilization Fund

The City will establish a Revenue Stabilization Fund and shall accumulate a reserve equal to thirty percent (30%) of annual economically sensitive revenues within the City's operating budget to cover revenue shortfalls resulting from unexpected economic changes or recessionary periods.

C. General Fund Operating Reserves

The City shall maintain a General Fund Operating Reserve to provide for adequate cash flow, budget contingencies, and insurance reserves. The General Fund Operating Reserves will be determined as follows:

1. Cash Flow Reserve: The City shall maintain a cash flow reserve within the General Fund in an amount equal to $3,000,000. This is approximately equal to 1.5 months of operating expenditures. The City will review annually the required cash flow reserve level that is necessary to meet the City's cash flow needs. If it is determined than $3,000,000 is not adequate, the Finance Director shall propose an amendment to these policies.
2. Budget Contingency: The City shall maintain a budget contingency reserve within the General Fund equal to 2% of budgeted operating revenues.
3. Insurance Deductible Reserve: The City shall maintain an insurance reserve within the General Fund to be used for potential substantial events that cause damage to the City's fixed assets and/or infrastructure.

D. Equipment and Vehicle Replacement Reserves

The City will maintain fully funded reserves for the replacement of vehicles, computer equipment, and equipment identified on the City's fixed asset listing. Contributions will be made through assessments to the using funds and maintained on a per asset basis.

E. City Street Fund Reserve

The City shall maintain an operating reserve within the City's Street Fund an amount equal to 20% of annually budgeted operating revenues.

F. Surface Water Utility Fund Reserve

The City shall maintain an operating reserve within the Surface Water Utility Fund an amount equal to no less than 20% of budgeted operating revenues.

VI. CAPITAL IMPROVEMENT PROGRAM PLAN POLICIES

A number of important policy considerations are the basis for the Capital Improvement Program (CIP) Plan. These policies provide guidelines for all financial aspects of the CIP, and ultimately affect the project selection process.

A. Relationship of Long-Range Plans to the CIP

The CIP will be updated annually as part of the City's budget process. The City Council may amend the CIP Plan at any time as required.

Virtually all of the projects included in the CIP are based upon formal long-range plans that have been adopted by the City Council. This ensures that the City's Capital Improvement Program, which is the embodiment of the recommendations of these individual planning studies, is responsive to the officially stated direction of the City Council as contained in the Comprehensive Plan, Council work goals, and supporting documents. Examples of these supporting documents: Pavement Management System Plan and the Parks and Open Space and Recreation Services Plan. There are

exceptions, but they are relatively small when compared to the other major areas of expenditure noted above.

B. CIP Coordination Team

A CIP Coordination Team is a cross-departmental team which participates in the review and recommendation of the CIP program to the City Manager. The Team will review proposed capital projects in regards to accurate costing (design, capital, and operating), congruence with City objectives, and prioritize projects by a set of deterministic criteria. The Finance Director, or his/her designee, will serve as the lead for the team.

C. Establishing CIP Priorities

The City uses the following basic CIP project prioritization and selection process:

1. Each CIP program area establishes criteria to be used in the prioritization of specific projects submitted for funding. These specific criteria are developed by staff in conjunction with City Council priorities and input from citizens, associated City boards and commissions. The criteria are identified in the City's budget document. The City has divided its CIP projects into the following program areas: General Facilities & Parks Capital Projects, Roads Capital Projects, and Surface Water Capital Projects.
2. Designated personnel within City departments recommend project expenditure plans to the Finance Department. The project expenditure plans include all capital costs and any applicable maintenance and operation expenditures along with a recommended funding source.
3. The CIP Coordination Team evaluates the various CIP projects and selects those with the highest priority based on input from citizens, project stakeholders, appropriate advisory committees, and City Council goals.
4. A Preliminary CIP Plan is developed by the Finance Department and is recommended to the City Council by the City Manager.
5. The City Council reviews the Operating and Preliminary CIP Plan, holds a public hearing(s) on the plan, makes their desired alterations, and then officially adopts the CIP and establishes related appropriations as a part of the City's budget.
6. Within the available funding, the highest priority projects are then selected and funded in the CIP.

D. Types of Projects Included in the CIP Plan

The CIP Plan will display, to the maximum extent possible, all major capital projects in which the City is involved. It is difficult to define precisely what characteristics a project should have before it is included in the CIP Plan for the public's and City Council's review and approval. While the following criteria may be used as a general guide to distinguish among projects which should be included or excluded from the CIP Plan, there are always exceptions which require management's judgment. Therefore, the City Manager has the administrative authority to determine which projects should be included in the CIP Plan and which projects are more appropriately contained in the City's operating budget.

For purposes of the CIP Plan, a CIP project is generally defined to be any project that possesses all of the following characteristics:

1. Exceeds an estimated cost of $10,000;
2. Involves totally new physical construction, reconstruction designed to gradually and systematically replace an existing system on a piecemeal basis, replacement of a major component of an existing facility, or acquisition of land or structures; and
3. Involves City funding in whole or in part, or involves no City funds but is the City's responsibility for implementing, such as a 100% grant-funded project or 100% Local Improvement District funded project.

4. Involves the skills and construction needs beyond those needed for a general repair and maintenance project.

These should be considered general guidelines. Any project in excess of $25,000 meeting the criteria of (2), (3) and (4) above, or various miscellaneous improvements of a like nature whose cumulative total exceeds $25,000 (i.e., street overlays) should be considered as part of the CIP process.

Program area managers are responsible for the cost estimates of their proposed programs, including future maintenance and operations costs related to the implementation of completed projects.

E. Scoping and Costing Based on Predesign Study
For some projects it is difficult to develop accurate project scopes, cost estimates, and schedules on which no preliminary engineering or community contact work has been done. To address this problem, some projects are initially proposed and funded only for preliminary engineering and planning work. This funding will not provide any monies to develop final plans, specifications, and estimates to purchase rights-of-way or to construct the projects. Future project costs are refined through the predesign study process.

F. Required Project Features and Financial Responsibility: If a proposed project will cause a direct impact on other publicly-owned facilities, an equitable shared and funded cost plan must be coordinated between the affected program areas.

G. Predictability of Project Timing, Cost and Scope: The predictability of timing and costs of projects is important to specific private developments, such as the provision of street improvements or the extension of major sewer lines or water supply, without which development could not occur. These projects generally involve significant financial contributions from such private development through developer extension agreements, LIDs, and other means. Once a project has been approved by the City Council in the CIP, project scheduling is a priority to maintain.

The City Council authorizes the City Manager to administratively approve the acceleration of project schedules so long as they can be accomplished within budgeted and any allowable contingency expenditures, with the understanding that all controversial issues will be brought before the City Council. All project additions or deletions must be approved by the City Council.

H. CIP Maintenance and Operating Costs: CIP projects, as approved by the City Council, shall have a funding plan for maintenance and operating costs identified in the project description. These costs will be included in the City's long-term financial planning.

I. Local Improvement Districts (LID)
Examples of when future LIDs may be formed are as follows: 1) where old agreements exist, committing property owners to LID participation on future projects; 2) when a group of property owners wish to accelerate development of a certain improvement; 3) when a group of property owners desire a higher standard of improvement than the City's project contemplates; or 4) when a group of property owners request City assistance in LID formation to fund internal neighborhood transportation facilities improvements, which may or may not have City funding involved. If City funding is proposed by the project sponsors (property owners), they shall so request of the City Council (through the City Clerk) in writing before any LID promotion activity begins. The City Manager shall analyze such request and report his conclusions and recommendation to Council for their consideration. The Council shall by motion affirm or deny the recommendation. The

Council's affirmative motion to financially participate shall expire in 180 days, unless the project sponsors have submitted a sufficient LID petition by that time.

In the event that the request is for street resurfacing in advance of the City's normal street resurfacing cycle, the City's contribution, if any, will be determined based on a recommendation from the Public Work's Department and a financial analysis of the impact of completing the project prior to the City's original timeline.

On capital projects whose financing depends in part on an LID, interim financing will be issued to support the LID's portion of the project budget at the same time or in close proximity to the issuance of the construction contract. The amount of the interim financing shall be the current estimate of the final assessment roll as determined by the administering department.

In the event that the project is 100% LID funded, interim financing shall be issued either in phases (i.e., design phase and construction phase) or up front in the amount of the entire estimated final assessment roll, whichever means is estimated to provide the lowest overall cost to the project as determined by the Finance Department.

The City will recapture direct administrative costs incurred by the City for the LID project by including these in the preliminary and final assessment roles.

J. Preserve Existing Capital Infrastructure Before Building New Facilities: It is the City's policy to ensure that adequate resources are allocated to preserve the City's existing infrastructure before targeting resources toward building new facilities that also have maintenance obligations. This policy addresses the need to protect the City's historical investment in capital facilities and to avoid embarking on a facility enhancement program which, together with the existing facilities, the City cannot afford to adequately maintain.

K. New Facilities Should Be of High Quality, Low Maintenance, Least Cost: The intent of this policy is to guide the development and execution of the CIP Plan through an emphasis on lowest life-cycle cost. Projects should only be built if the necessary funding to operate them is provided. Also, priority is given to new facilities that have minimal ongoing maintenance costs so as to limit the impact upon both the CIP and the operating budget.

L. Public Input at All Phases of Projects: The City makes a serious commitment to public involvement. The City's long-range plans are developed through an extensive citizen involvement program.

M. Basis for Project Appropriations: During the City Council's CIP Plan review, the City Council will appropriate the full estimated project cost for all projects in the CIP Plan. Subsequent adjustments to appropriation levels for amendments to the CIP Plan may be made by the City Council at any time.

N. Balanced CIP Plan: The CIP Plan is a balanced six-year plan. This means that for the entire six-year period, revenues will be equal to project expenditures in the plan. It is anticipated that the plan will have more expenditures than revenues in single years of the plan, but this imbalance will be corrected through the use of interim financing, if actually needed. Over the life of the six-year plan, however, all planned interim debt will be repaid and all plan expenditures, including interest costs on interim debt will be provided for with identified revenues. Any project funding plan, in which debt is not retired within the current six-year plan, must have specific City Council approval.

O. Use of Debt in the CIP: The CIP is viewed as a long-term program that will continually address capital requirements far into the future. As such, the use of long-term debt

should be minimized, allowing the City to put money into actual projects that benefit Shoreline residents and businesses rather than into interest payments to financial institutions. There may be exceptions to this policy for extraordinary circumstances, where voted or non-voted long-term debt must be issued to achieve major City goals that otherwise could not be achieved, or would have to wait an unacceptably long time. Issuance of long-term debt must receive City Council authorization.

Staff monitors CIP cash flow regularly and utilizes fund balances to minimize the amount of borrowing required. Funds borrowed for cash flow purposes are limited to short-term obligations. Projected financing costs are included within a project in the administrative program area.

P. Finance Director's Authority to Borrow: The Finance Director is authorized to initiate interim and long-term borrowing measures, as they become necessary, as identified in the CIP Plan and approved by the City Council.

Q. CIP Plan Update and Amendment: The CIP Plan will be updated at least annually. The City Council may amend the CIP Plan at any time if a decision must be made and action must be taken before the next CIP review period. All project additions or deletions must be approved by the City Council.

R. Formalization of Monetary Agreements: All agreements between the City and outside jurisdictions, where resources are exchanged shall be in writing specifying the financial terms of the agreement, the length of the agreement, and the timing of any required payments (i.e., Joint CIP projects where the City is the lead agency, grant funded projects, etc.). Formalization of these agreements will protect the City's interests. Program areas shall make every effort to promptly request any reimbursements that are due the City. Where revenues from outside jurisdictions are ongoing, these requests shall be made at least quarterly, unless alternative arrangements are approved by the City Manager or City Council.

S. Applicable Project Charges: CIP projects should reflect all costs that can be clearly shown to be necessary and applicable. Staff charges to CIP projects will be limited to time spent actually working on those projects and shall include an overhead factor to cover the applicable portion of that person's operating cost.

VII. DEBT POLICY

The Objectives of the City's Debt Management Policy are:

A. To limit the use of debt so that debt service payments will be a predictable and manageable part of the operating budget.
B. To raise capital at the lowest cost, consistent with the need to borrow. This will be accomplished by:

   1. Keeping a high credit rating (while making attempts to strengthen credit rating).
   2. Maintaining a good reputation in the credit markets by adjusting the capital program for regular entry to the bond market and by managing the annual budget responsibly.
   3. Institute and maintain procedures that ensure full and timely repayment of City obligations.

General Debt Policies

Before issuing any debt, the City will consider the impacts of such debt on the operating budget, the effect on the City’s credit rating, the debt capacity remaining under constitutional and statutory limitations, the most cost-effective term, structure, and type of debt, and the impact on taxpayers.

Disclosure statements will be used to keep taxpayers and investors informed of the City's financial position. These include printed copies of:

A. Annual reports
B. Operating budget and Capital Facilities Plan
C. Official Statements

Debt issues will be sold on a competitive basis (except when conditions make a negotiated sale preferable) and awarded to the bidder who produces the lowest true interest cost.

Debt issues may be sold on a negotiated basis if the issue is unusually large or small, the project is complex, the issue is a refunding, flexibility is desired in the structure, the market is volatile, or other conditions make it in the City’s best interest to conduct a negotiated sale.

Long Term Debt: Long term debt will be used to maintain and develop the municipal infrastructure when the economic life of a fixed asset exceeds five years.

Revenue bonds will generally be used for projects which are financially self-sustaining.

General Obligation bonds can be used to finance public works projects which benefit the community and where there are sufficient dedicated revenues to amortize the debt.

General Obligation pledges can be used to back self-sustaining projects financed through revenue bonds when costs can be reduced and the municipal credit rating is not put in jeopardy by this action.

The City may rely on a local improvement district program for certain local or neighborhood street improvements.

The City will use interfund borrowing where such borrowing is cost effective to both the borrowing and the lending fund. Such borrowing shall implement Council directed policy in a simplified manner, such as borrowing associated with interim financing for local improvement district projects.

City of Shoreline	June '16 cpi-U	256.098		
Range Placement Table	June '17 cpi-U	263.756	Mkt Adj:	**2.70%**
2.5% Between Ranges; 4% Between Steps	% Change	3.00%	Effective:	January 1, 2018
	90% of % Change:	2.70%		

The hourly rates represented here have been rounded to 2 decimal points and annual rates to the nearest dollar. Pay is calculated using 5 decimal points for accuracy and rounded after calc

Range	Title	FLSA Status	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
1			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage
2			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage
3			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	13.11 27,274
4			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	13.44 27,955
5			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	13.25 27,552	13.78 28,654
6			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	13.06 27,155	13.58 28,241	14.12 29,371
7			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	13.38 27,834	13.92 28,947	14.47 30,105
8			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	13.19 27,432	13.72 28,529	14.26 29,671	14.84 30,858
9			n/a due to changes in WA State Min Wage	13.00 27,037	13.52 28,118	14.06 29,243	14.62 30,412	15.21 31,629
10			n/a due to changes in WA State Min Wage	13.32 27,712	13.86 28,821	14.41 29,974	14.99 31,173	15.59 32,420
11			13.13 27,313	13.66 28,405	14.20 29,541	14.77 30,723	15.36 31,952	15.98 33,230
12			13.46 27,996	14.00 29,115	14.56 30,280	15.14 31,491	15.75 32,751	16.38 34,061
13			13.80 28,696	14.35 29,843	14.92 31,037	15.52 32,279	16.14 33,570	16.78 34,912
14			14.14 29,413	14.71 30,589	15.29 31,813	15.91 33,085	16.54 34,409	17.20 35,785
15			14.49 30,148	15.07 31,354	15.68 32,608	16.30 33,913	16.96 35,269	17.63 36,680
16			14.86 30,902	15.45 32,138	16.07 33,423	16.71 34,760	17.38 36,151	18.08 37,597
17			15.23 31,674	15.84 32,941	16.47 34,259	17.13 35,629	17.81 37,055	18.53 38,537
18			15.61 32,466	16.23 33,765	16.88 35,116	17.56 36,520	18.26 37,981	18.99 39,500
19			16.00 33,278	16.64 34,609	17.30 35,993	18.00 37,433	18.72 38,931	19.47 40,488
20			16.40 34,110	17.05 35,474	17.74 36,893	18.45 38,369	19.18 39,904	19.95 41,500
21			16.81 34,963	17.48 36,361	18.18 37,816	18.91 39,328	19.66 40,901	20.45 42,537

City of Shoreline	June '16 cpi-U	256.098		
Range Placement Table	June '17 cpi-U	263.756	Mkt Adj:	**2.70%**
2.5% Between Ranges; 4% Between Steps	% Change	3.00%	Effective:	January 1, 2018
	90% of % Change:	2.70%		

The hourly rates represented here have been rounded to 2 decimal points and annual rates to the nearest dollar. Pay is calculated using 5 decimal points for accuracy and rounded after calc

Range	Title	FLSA Status	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
22			17.23	17.92	18.64	19.38	20.16	20.96
			35,837	37,270	38,761	40,311	41,924	43,601
23			17.66	18.37	19.10	19.87	20.66	21.49
			36,733	38,202	39,730	41,319	42,972	44,691
24			18.10	18.83	19.58	20.36	21.18	22.02
			37,651	39,157	40,723	42,352	44,046	45,808
25			18.55	19.30	20.07	20.87	21.71	22.57
			38,592	40,136	41,741	43,411	45,147	46,953
26			19.02	19.78	20.57	21.39	22.25	23.14
			39,557	41,139	42,785	44,496	46,276	48,127
27			19.49	20.27	21.08	21.93	22.80	23.72
			40,546	42,168	43,855	45,609	47,433	49,330
28			19.98	20.78	21.61	22.48	23.37	24.31
			41,560	43,222	44,951	46,749	48,619	50,564
29			20.48	21.30	22.15	23.04	23.96	24.92
			42,599	44,303	46,075	47,918	49,834	51,828
30			20.99	21.83	22.71	23.61	24.56	25.54
			43,664	45,410	47,227	49,116	51,080	53,123
31	Senior Lifeguard	Non-Exempt, Hourly	21.52	22.38	23.27	24.20	25.17	26.18
			44,755	46,545	48,407	50,343	52,357	54,452
32			22.05	22.94	23.85	24.81	25.80	26.83
			45,874	47,709	49,617	51,602	53,666	55,813
33			22.61	23.51	24.45	25.43	26.45	27.50
			47,021	48,902	50,858	52,892	55,008	57,208
34	Administrative Assistant I	Non-Exempt, Hourly	23.17	24.10	25.06	26.06	27.11	28.19
	Public Disclosure Specialist	Non-Exempt, Hourly	48,196	50,124	52,129	54,214	56,383	58,638
	WW Utility Administrative Assist I	Non-Exempt, Hourly						
	WW Utility Customer Service Rep	Non-Exempt, Hourly						
35			23.75	24.70	25.69	26.72	27.78	28.90
			49,401	51,377	53,432	55,570	57,793	60,104
36	Parks Maintenance Worker I	Non-Exempt, Hourly	24.34	25.32	26.33	27.38	28.48	29.62
	PW Maintenance Worker I	Non-Exempt, Hourly	50,636	52,662	54,768	56,959	59,237	61,607
37	Finance Technician	Non-Exempt, Hourly	24.95	25.95	26.99	28.07	29.19	30.36
	Recreation Specialist I	Non-Exempt, Hourly	51,902	53,978	56,137	58,383	60,718	63,147
	WW Utility Accounting Technician	Non-Exempt, Hourly						
38	Administrative Assistant II	Non-Exempt, Hourly	25.58	26.60	27.66	28.77	29.92	31.12
	Facilities Maintenance Worker I	Non-Exempt, Hourly	53,200	55,328	57,541	59,843	62,236	64,726
39		Non-Exempt, Hourly	26.22	27.26	28.36	29.49	30.67	31.90
		Non-Exempt, Hourly	54,530	56,711	58,979	61,339	63,792	66,344
40	Parks Maintenance Worker II	Non-Exempt, Hourly	26.87	27.95	29.06	30.23	31.44	32.69
	Permit Technician	Non-Exempt, Hourly	55,893	58,129	60,454	62,872	65,387	68,002
	PW Maintenance Worker II	Non-Exempt, Hourly						
	WW Utility Maintenance Worker	Non-Exempt, Hourly						

City of Shoreline
Range Placement Table
2.5% Between Ranges; 4% Between Steps

June '16 cpi-U	256.098	
June '17 cpi-U	263.756	Mkt Adj: **2.70%**
% Change	3.00%	Effective: January 1, 2018
90% of % Change:	2.70%	

The hourly rates represented here have been rounded to 2 decimal points and annual rates to the nearest dollar. Pay is calculated using 5 decimal points for accuracy and rounded after calc

Range	Title	FLSA Status	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
41	Recreation Specialist II	Non-Exempt, Hourly	27.54	28.65	29.79	30.98	32.22	33.51
	Senior Finance Technician	Non-Exempt, Hourly	57,290	59,582	61,965	64,444	67,022	69,703
	Special Events Coordinator	Non-Exempt, Hourly						
	Public Art Coordinator	Non-Exempt, Hourly						
42	Administrative Assistant III	Non-Exempt, Hourly	28.23	29.36	30.54	31.76	33.03	34.35
	Communication Specialist	Non-Exempt, Hourly	58,723	61,072	63,514	66,055	68,697	71,445
	Environmental Program Specialist	Non-Exempt, Hourly						
	Facilities Maintenance Worker II	Non-Exempt, Hourly						
	Human Resources Technician	Non-Exempt, Hourly						
	Legal Assistant	Non-Exempt, Hourly						
	Records Coordinator	Non-Exempt, Hourly						
	Transportation Specialist	Non-Exempt, Hourly						
43	Payroll Officer	Non-Exempt, Hourly	28.94	30.10	31.30	32.55	33.85	35.21
	Purchasing Coordinator	Non-Exempt, Hourly	60,191	62,598	65,102	67,706	70,415	73,231
44	Assistant Planner	EXEMPT, Annual	29.66	30.85	32.08	33.36	34.70	36.09
	Engineering Technician	Non-Exempt, Hourly	61,696	64,163	66,730	69,399	72,175	75,062
45	CRT Representative	Non-Exempt, Hourly	30.40	31.62	32.88	34.20	35.57	36.99
	PRCS Rental & System Coordinator	Non-Exempt, Hourly	63,238	65,767	68,398	71,134	73,979	76,939
	Recreation Specialist III - Aquatics	Non-Exempt, Hourly						
46	Deputy City Clerk	Non-Exempt, Hourly	31.16	32.41	33.71	35.05	36.46	37.91
	GIS Technician	Non-Exempt, Hourly	64,819	67,412	70,108	72,912	75,829	78,862
	IT Specialist	Non-Exempt, Hourly						
	Plans Examiner I	Non-Exempt, Hourly						
	Senior Facilities Maintenance Worker	Non-Exempt, Hourly						
	Senior PW Maintenance Worker	Non-Exempt, Hourly						
	Senior Parks Maintenance Worker	Non-Exempt, Hourly						
	Staff Accountant	EXEMPT, Annual						
	Surface Water Quality Specialist	Non-Exempt, Hourly						
	Senior WW Utility Maintenance Worker	Non-Exempt, Hourly						
47	Code Enforcement Officer	Non-Exempt, Hourly	31.94	33.22	34.55	35.93	37.37	38.86
	Construction Inspector	Non-Exempt, Hourly	66,439	69,097	71,861	74,735	77,725	80,834
	Executive Assistant to City Manager	EXEMPT, Annual						
48	Associate Planner	EXEMPT, Annual	32.74	34.05	35.41	36.83	38.30	39.83
			68,100	70,824	73,657	76,604	79,668	82,854
49	Asset Management Functional Analyst	EXEMPT, Annual	33.56	34.90	36.30	37.75	39.26	40.83
	PRCS Supervisor I - Recreation	EXEMPT, Annual	69,803	72,595	75,499	78,519	81,659	84,926
50	Budget Analyst	EXEMPT, Annual	34.40	35.77	37.20	38.69	40.24	41.85
	Combination Inspector	Non-Exempt, Hourly	71,548	74,410	77,386	80,482	83,701	87,049
	Community Diversity Coordinator	EXEMPT, Annual						
	Community Diversity Coordinator	Non-Exempt, Hourly						
	Emergency Management Coordinator	EXEMPT, Annual						
	Environmental Services Analyst	EXEMPT, Annual						
	Management Analyst	EXEMPT, Annual						
	Neighborhoods Coordinator	EXEMPT, Annual						
	Plans Examiner II	Non-Exempt, Hourly						
	Utility Operations Specialist	Non-Exempt, Hourly						
	WW Utility Specialist	Non-Exempt, Hourly						
51			35.26	36.67	38.14	39.66	41.25	42.90
			73,337	76,270	79,321	82,494	85,793	89,225
52	Senior Human Resources Analyst	EXEMPT, Annual	36.14	37.59	39.09	40.65	42.28	43.97
	Web Developer	EXEMPT, Annual	75,170	78,177	81,304	84,556	87,938	91,456

City of Shoreline	June '16 cpi-U	256.098		
Range Placement Table	June '17 cpi-U	263.756	Mkt Adj:	**2.70%**
2.5% Between Ranges; 4% Between Steps	% Change	3.00%	Effective:	January 1, 2018
	90% of % Change:	2.70%		

The hourly rates represented here have been rounded to 2 decimal points and annual rates to the nearest dollar. Pay is calculated using 5 decimal points for accuracy and rounded after calc

Range	Title	FLSA Status	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
53	Communications Program Manager	EXEMPT, Annual	37.04	38.52	40.07	41.67	43.33	45.07
	CRT Supervisor	EXEMPT, Annual	77,049	80,131	83,336	86,670	90,137	93,742
	PRCS Supervisor II - Aquatics	EXEMPT, Annual						
	PRCS Supervisor II - Recreation	EXEMPT, Annual						
54	CMO Management Analyst	EXEMPT, Annual	37.97	39.49	41.07	42.71	44.42	46.20
	Grants Administrator	EXEMPT, Annual	78,975	82,134	85,420	88,837	92,390	96,086
	Plans Examiner III	Non-Exempt, Hourly						
	PW Maintenance Superintendent	EXEMPT, Annual						
	Senior Planner	EXEMPT, Annual						
	Senior Management Analyst	EXEMPT, Annual						
55	Engineer I - Capital Projects	EXEMPT, Annual	38.92	40.47	42.09	43.78	45.53	47.35
	Engineer I - Development Review	EXEMPT, Annual	80,950	84,188	87,555	91,058	94,700	98,488
	Engineer I - Surface Water	EXEMPT, Annual						
	Engineer I - Traffic	EXEMPT, Annual						
56	Budget Supervisor	EXEMPT, Annual	39.89	41.49	43.15	44.87	46.67	48.53
	City Clerk	EXEMPT, Annual	82,974	86,293	89,744	93,334	97,067	100,950
	Parks Superintendent	EXEMPT, Annual						
57	Network Administrator	EXEMPT, Annual	40.89	42.52	44.22	45.99	47.83	49.75
	IT Projects Manager	EXEMPT, Annual	85,048	88,450	91,988	95,667	99,494	103,474
		EXEMPT, Annual						
58			41.91	43.59	45.33	47.14	49.03	50.99
			87,174	90,661	94,288	98,059	101,981	106,061
59	Engineer II - Capital Projects	EXEMPT, Annual	42.96	44.68	46.46	48.32	50.26	52.27
	Engineer II - Development Review	EXEMPT, Annual	89,353	92,928	96,645	100,511	104,531	108,712
	Engineer II - Surface Water	EXEMPT, Annual						
	Engineer II - Traffic	EXEMPT, Annual						
	IT Systems Analyst	EXEMPT, Annual						
	Structural Plans Examiner	EXEMPT, Annual						
	Limited Term Sound Transit Project Manager	EXEMPT, Annual						
	Wastewater Manager	EXEMPT, Annual						
60	Community Services Manager	EXEMPT, Annual	44.03	45.79	47.63	49.53	51.51	53.57
	~~Central Services~~ Fleet and Facilities Manager	EXEMPT, Annual	91,587	95,251	99,061	103,023	107,144	111,430
	Permit Services Manager	EXEMPT, Annual						
	~~Planning Manager~~	EXEMPT, Annual						
	Recreation Superintendent	EXEMPT, Annual						
61			45.13	46.94	48.82	50.77	52.80	54.91
			93,877	97,632	101,537	105,599	109,823	114,216
62			46.26	48.11	50.04	52.04	54.12	56.28
			96,224	100,073	104,076	108,239	112,568	117,071
63	Building Official	EXEMPT, Annual	47.42	49.31	51.29	53.34	55.47	57.69
	City Traffic Engineer	EXEMPT, Annual	98,630	102,575	106,678	110,945	115,383	119,998
	Economic Development Program Manager	EXEMPT, Annual						
	Intergovernmental Program Manager	EXEMPT, Annual						
	Planning Manager	EXEMPT, Annual						
	SW Utility & Environmental Svcs Manager	EXEMPT, Annual						
64	Finance Manager	EXEMPT, Annual	48.60	50.55	52.57	54.67	56.86	59.13
			101,095	105,139	109,345	113,719	118,267	122,998
65	Assistant City Attorney	EXEMPT, Annual	49.82	51.81	53.88	56.04	58.28	60.61
	Development Review and Construction Manager	EXEMPT, Annual	103,623	107,768	112,078	116,561	121,224	126,073
	Engineering Manager	EXEMPT, Annual						
	Transportation Services Manager	EXEMPT, Annual						

City of Shoreline	June '16 cpi-U	256.098		
Range Placement Table	June '17 cpi-U	263.756	Mkt Adj:	**2.70%**
2.5% Between Ranges; 4% Between Steps	% Change	3.00%	Effective:	January 1, 2018
	90% of % Change:	2.70%		

The hourly rates represented here have been rounded to 2 decimal points and annual rates to the nearest dollar. Pay is calculated using 5 decimal points for accuracy and rounded after calc

Range	Title	FLSA Status	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
66	Information Technology Manager	EXEMPT, Annual	51.06 106,213	53.11 110,462	55.23 114,880	57.44 119,476	59.74 124,255	62.13 129,225
67	Utility & Operations Manager	EXEMPT, Annual	52.34 108,869	54.43 113,223	56.61 117,752	58.88 122,462	61.23 127,361	63.68 132,455
68			53.65 111,590	55.80 116,054	58.03 120,696	60.35 125,524	62.76 130,545	65.27 135,767
69	City Engineer	EXEMPT, Annual	54.99 114,380	57.19 118,955	59.48 123,714	61.86 128,662	64.33 133,809	66.90 139,161
70			56.37 117,240	58.62 121,929	60.96 126,806	63.40 131,879	65.94 137,154	68.58 142,640
71			57.77 120,171	60.09 124,977	62.49 129,977	64.99 135,176	67.59 140,583	70.29 146,206
72			59.22 123,175	61.59 128,102	64.05 133,226	66.61 138,555	69.28 144,097	72.05 149,861
73	Human Resource Director	EXEMPT, Annual	60.70 126,254	63.13 131,304	65.65 136,557	68.28 142,019	71.01 147,700	73.85 153,608
74			62.22 129,411	64.71 134,587	67.29 139,971	69.99 145,569	72.78 151,392	75.70 157,448
75	Administrative Services Director Parks, Rec & Cultural Svcs Director Planning & Community Development Director Public Works Director	EXEMPT, Annual EXEMPT, Annual EXEMPT, Annual EXEMPT, Annual	63.77 132,646	66.32 137,952	68.98 143,470	71.73 149,209	74.60 155,177	77.59 161,384
76	Assistant City Manager City Attorney	EXEMPT, Annual EXEMPT, Annual	65.37 135,962	67.98 141,401	70.70 147,057	73.53 152,939	76.47 159,056	79.53 165,419

City of Shoreline
Extra Help Range Placement Table
2018

Range	Title	FLSA Status	Pay Band	
			Minimum	Maximum
1	Day Camp Leader	Non-Exempt, Hourly	13.00	14.04
	Special Events Attendant	Non-Exempt, Hourly		
2	Building Monitor	Non-Exempt, Hourly	13.22	14.34
	Indoor Playground Attendant	Non-Exempt, Hourly		
	Sr. Day Camp Leader	Non-Exempt, Hourly		
	Swim Instructor	Non-Exempt, Hourly		
3	Special Events Assistant	Non-Exempt, Hourly	13.44	14.64
	Special Events Monitor	Non-Exempt, Hourly		
4	Records Clerk	Non-Exempt, Hourly	13.67	14.95
5	Lifeguard/Swim Instructor	Non-Exempt, Hourly	13.90	15.27
	Undergraduate Intern	Non-Exempt, Hourly		
	Teen Program Leader	Non-Exempt, Hourly		
6			14.14	15.60
7			14.38	15.93
8			14.62	16.26
9	CIT Camp Director	Non-Exempt, Hourly	14.87	16.61
	Front Desk Attendant	Non-Exempt, Hourly		
	Janitor	Non-Exempt, Hourly		
	Park Laborer	Non-Exempt, Hourly		
	Specialized Recreation Specialist	Non-Exempt, Hourly		
10			15.12	16.96
11	Out of School Time Program Director	Non-Exempt, Hourly	15.38	17.32
	Assistant Camp Director	Non-Exempt, Hourly		
12			15.64	17.68
13			15.91	18.06

City of Shoreline
Extra Help Range Placement Table
2018

Range	Title	FLSA Status	Pay Band	
			Minimum	Maximum
14	Camp Excel Specialist Camp Director Event Manager	Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly	16.18	18.44
15			16.46	18.84
16			16.74	19.23
17			17.02	19.63
18			17.31	20.05
19			17.60	20.47
20			17.90	20.90
21	Engineering Support Senior Lifeguard	Non-Exempt, Hourly Non-Exempt, Hourly	18.20	21.33
22			18.51	21.78
23			18.82	22.23
24			19.14	22.70
25			19.47	23.18
26			19.80	23.66
27			20.14	24.16

City of Shoreline
Extra Help Range Placement Table
2018

Range	Title	FLSA Status	Pay Band	
			Minimum	Maximum
28	Finance Assistant	Non-Exempt, Hourly	20.48	24.66
29			20.83	25.18
30			21.18	25.70
31	Computer Support GIS Support	Non-Exempt, Hourly Non-Exempt, Hourly	21.52	26.18
32			22.05	26.83
33	PW Seasonal Laborer	Non-Exempt, Hourly	22.61	27.50
34	Public Disclosure Specialist	Non-Exempt, Hourly	23.17	28.19
35	CMO Fellowship	Non-Exempt, Hourly	23.75	28.90
36	Facilities Maintenance	Non-Exempt, Hourly	24.34	29.62
37			24.95	30.36
38			25.58	31.12
39			26.22	31.90
40			26.87	32.69
41			27.54	33.51
42			28.23	34.35

City of Shoreline
Extra Help Range Placement Table
2018

Range	Title	FLSA Status	Pay Band	
			Minimum	Maximum
43			28.94	35.21
44			29.66	36.09
45			30.40	36.99
46	Videographer	Non-Exempt, Hourly	31.16	37.91
	Expert Professional	Non-Exempt, Hourly	13.00	38.00
	Inspector	Non-Exempt, Hourly		
	Instructor	Non-Exempt, Hourly		

Table Maintenance: The 2018 Extra Help table has been structured to blend in substantial change in WA State minimum wage occuring in 2018, 2019 and 2020. In 2020, the minimum wage will be $13.50. In 2019 and 2020, apply a COLA to the extra help rates on the same basis as the regular rates. Then, in 2020, if any rates fall below $13.50 (it won't be by much) adjust them to $13.50. From then on, apply a COLA as usual and if any rates fall below WA State Minimum Wage, adjust them to the WA State Minimum Wage.

Approval of Position Placement within the Table: Human Resources recommends and the City Manager approves placement of a position within the pay table.

Approval of the Table Rates: The City Manager recommends and the City Council approves the table rates when adopting the budget.

2018 FTEs by Fund and Department

Department	General Fund	Street Fund	Public Arts Fund	General Capital Fund	Roads Capital Fund	Surface Water Utility Fund	Wastewater Utility Fund	Vehicle Operations Fund	2018 Total
City Council	7.00								**7.00**
City Manager	19.00								**19.00**
Community Services	8.78								**8.78**
City Attorney	3.00								**3.00**
Administrative Services	24.75					0.12	4.05	2.15	**31.07**
Human Resources	3.00								**3.00**
Parks & Recreation	30.65		0.25	0.50					**31.40**
Planning & Community Developmen	24.50								**24.50**
Public Works	12.69	6.50		1.88	10.07	14.78	10.08		**56.00**
2018 TOTAL	**133.37**	**6.50**	**0.25**	**2.38**	**10.07**	**14.90**	**14.13**	**2.15**	**183.75**
2017 TOTAL	*124.51*	*6.54*	*0.25*	*3.20*	*7.30*	*12.53*	*14.00*	*2.15*	*170.48*
Difference Between 2018 and 2017	*8.87*	*-0.04*	*0.00*	*-0.82*	*2.77*	*2.37*	*0.13*	*0.00*	*13.28*

2018 City of Shoreline Budgeted Positions and FTEs

Department	Job Title	Position Count	FTE Count
City Council	Mayor	1	0.00
City Council	Deputy Mayor	1	0.00
City Council	Councilmember	5	0.00
	Department Total	7	0.00
City Manager	Administrative Assistant II[1,2]	2	1.50
City Manager	Administrative Assistant III	1	1.00
City Manager	Assistant City Manager	1	1.00
City Manager	City Clerk	1	1.00
City Manager	City Manager	1	1.00
City Manager	CMO Management Analyst	1	1.00
City Manager	Communication Specialist	1	1.00
City Manager	Communications Program Manager	1	1.00
City Manager	Construction Inspector[1]	1	1.00
City Manager	Deputy City Clerk	1	1.00
City Manager	Economic Development Program Manager	1	1.00
City Manager	Engineer II Development Review[1]	1	1.00
City Manager	Executive Asst. to the City Manager	1	1.00
City Manager	Intergovernmental Program Manager	1	1.00
City Manager	Public Disclosure Specialist	1	0.50
City Manager	Records Coordinator	1	1.00
City Manager	Senior Planner*[1]	3	2.50
City Manager	WW Administrative Assistant I[2]	1	0.50
	Department Total	*21*	*19.00*
* Includes term-limited 0.50 FTE Senior Planner for 2017-2019.			
Community Services	Administrative Assistant II	2	2.00
Community Services	Community Diversity Coordinator	1	0.60
Community Services	Community Services Manager	1	1.00
Community Services	CRT Representative	2	2.00
Community Services	Customer Response Team (CRT) Supervisor	1	1.00
Community Services	Emergency Management Coordinator	1	1.00
Community Services	Grants Administrator*	0	0.18
Community Services	Neighborhoods Coordinator	1	1.00
	Department Total	*9*	*8.78*
* Grants Administrator position count reflected in Administrative Services.			
City Attorney	Assistant City Attorney	1	1.00
City Attorney	City Attorney	1	1.00
City Attorney	Legal Assistant	1	1.00
	Department Total	*3*	*3.00*

2018 City of Shoreline Budgeted Positions and FTEs

Department	Job Title	Position Count	FTE Count
Administrative Services	Administrative Assistant II[2,4]	1	1.25
Administrative Services	Administrative Assistant III	1	1.00
Administrative Services	Administrative Services Director	1	1.00
Administrative Services	Asset Management Functional Analyst	1	1.00
Administrative Services	Budget Analyst	1	1.00
Administrative Services	Budget Supervisor	1	1.00
Administrative Services	Central Services Manager	1	1.00
Administrative Services	Facilities Maint. Worker II	2	2.00
Administrative Services	Finance Manager[2]	1	1.00
Administrative Services	Finance Technician*	1	1.00
Administrative Services	GIS Technician	1	1.00
Administrative Services	Grants Administrator[3]	1	0.82
Administrative Services	Information Technology Manager	1	1.00
Administrative Services	IT Project Manager**	1	1.00
Administrative Services	IT Specialist	2	1.50
Administrative Services	IT Systems Analyst	2	2.00
Administrative Services	Management Analyst	2	2.00
Administrative Services	Network Administrator	1	1.00
Administrative Services	Payroll Officer	1	1.00
Administrative Services	Purchasing Coordinator	1	1.00
Administrative Services	Senior Finance Technician	1	1.00
Administrative Services	Staff Accountant***	2	2.00
Administrative Services	Web Developer	1	1.00
Administrative Services	WW Administrative Assistant I[2,4]	1	0.50
Administrative Services	WW Utility Accounting Technician	2	2.00
Administrative Services	WW Utility Customer Service Representative[2]	1	1.00
	Department Total	*32*	*31.07*

* Includes 4-year term-limited 0.37 FTE Finance Technician for 2017-2020.

** 3-year term-limited IT Project Manager for 2016-2018.

*** 2-year term-limited Staff Accountant for 2018-2019.

Human Resources	Administrative Assistant III	1	1.00
Human Resources	Human Resource Director	1	1.00
Human Resources	Senior Human Resources Analyst	1	1.00
	Department Total	*3*	*3.00*

2018 City of Shoreline Budgeted Positions and FTEs

Department	Job Title	Position Count	FTE Count
Parks & Recreation	Administrative Assistant I	2	1.60
Parks & Recreation	Administrative Assistant II	2	2.00
Parks & Recreation	Administrative Assistant III	1	1.00
Parks & Recreation	Parks Director	1	1.00
Parks & Recreation	Parks Maintenance Worker I	2	2.00
Parks & Recreation	Parks Maintenance Worker II	4	4.00
Parks & Recreation	Parks Superintendent	1	1.00
Parks & Recreation	PRCS Rental & System Coordinator	1	1.00
Parks & Recreation	PRCS Superivsor 2 - Aquatics	1	1.00
Parks & Recreation	PRCS Supervisor 1 - Recreation	2	1.83
Parks & Recreation	PRCS Supervisor 2 - Recreation	1	1.00
Parks & Recreation	Public Art Coordinator	1	0.50
Parks & Recreation	Recreation Specialist II	5	4.40
Parks & Recreation	Recreation Specialist III - Aquatics	1	1.00
Parks & Recreation	Recreation Superintendent	1	1.00
Parks & Recreation	Senior Lifeguard	4	3.08
Parks & Recreation	Senior Management Analyst	1	1.00
Parks & Recreation	Senior Parks Maintenance Worker	2	2.00
Parks & Recreation	Special Events Coordinator	1	1.00
	Department Total	*34*	*31.40*
Planning & Community Development	Administrative Assistant II	1	1.00
Planning & Community Development	Administrative Assistant III	1	1.00
Planning & Community Development	Assistant Planner	1	1.00
Planning & Community Development	Associate Planner	3	3.00
Planning & Community Development	Building Official	1	1.00
Planning & Community Development	Code Enforcement Officer	1	1.00
Planning & Community Development	Combination Inspector	3	3.00
Planning & Community Development	Management Analyst	1	1.00
Planning & Community Development	Permit Services Manager	1	1.00
Planning & Community Development	Permit Technician	3	3.00
Planning & Community Development	Planning & Community Development Director	1	1.00
Planning & Community Development	Planning Manager	1	1.00
Planning & Community Development	Plans Examiner II	2	2.00
Planning & Community Development	Plans Examiner III	1	1.00
Planning & Community Development	Senior Planner*	3	2.50
Planning & Community Development	Structural Review Plans Examiner	1	1.00
	Department Total	*25*	*24.50*

* Includes term-limited 0.50 FTE Senior Planner for 2017-2019.

2018 City of Shoreline Budgeted Positions and FTEs

Department	Job Title	Position Count	FTE Count
Public Works	Administrative Assistant II[2,3,5]	2	2.00
Public Works	Administrative Assistant III[2,3,5]	1	1.00
Public Works	City Engineer[3,5]	1	1.00
Public Works	City Traffic Engineer[5]	1	1.00
Public Works	Construction Inspector[3,5]	2	2.00
Public Works	Development Review and Construction Manager[5]	1	1.00
Public Works	Development Review Engineer I	1	1.00
Public Works	Development Review Engineer II	2	2.00
Public Works	Engineer I: Capital Projects[3,5]	1	1.00
Public Works	Engineer I: Surface Water[2]	1	1.00
Public Works	Engineer II: Capital Projects[5]	5	5.00
Public Works	Engineer II: Surface Water[3]	1	1.00
Public Works	Engineer II: Traffic[5]	1	1.00
Public Works	Engineering Manager[3,5]	1	1.00
Public Works	Engineering Technician[3,5]	4	4.00
Public Works	Environmental Program Specialist[3]	1	1.00
Public Works	Environmental Services Analyst	1	1.00
Public Works	Public Works Director[2,3,5]	1	1.00
Public Works	PW Maintenance Superintendent[2,3,5]	1	1.00
Public Works	PW Maintenance Worker II[3]	8	8.00
Public Works	Senior Management Analyst[2,3,5]	1	1.00
Public Works	Senior Planner[5]	1	1.00
Public Works	Senior PW Maintenance Worker[3]	3	3.00
Public Works	Surface Water & Env. Svcs. Manager[3]	1	1.00
Public Works	Surface Water Quality Specialist[3]	1	1.00
Public Works	Transportation Services Manager[5]	1	1.00
Public Works	Transportation Specialist[5]	1	1.00
Public Works	Utility & Operations Manager[2,3]	1	1.00
Public Works	Utility Operations Specialist[3]	1	1.00
Public Works	Wastewater Manager[2]	1	1.00
Public Works	WW Maintenance Worker II[2]	5	5.00
Public Works	WW Utility Specialist[2]	2	2.00
	Department Total	*56*	*56.00*
	Total City Personnel	*190*	*176.75*

Notes:

1) Includes 5.25 FTEs for Sound Transit Lynnwood Link Extension Project.
2) A portion of these positions are allocated to the Wastewater Utility.
3) A portion of these positions are allocated to the Surface Water Utility.
4) A portion of these positions are allocated to the City Manager's Office.
5) A portion of these positions are allocated to the capital projects.

City of Shoreline
Fee Schedules

3.01.010 Planning and Community Development

Type of Permit Application	2017 Fee Schedule	2018 Fee Schedule
A. BUILDING		
Valuation (The Total Valuation is the "Building permit valuations" as delineated in section R108.3 of the International Residential Code and section 108.3 of the International Building Code.		
1. $0 - $10,000.00	$187.00	$193.00
2. $10,000.01 - $25,000	$75 for the first $2,000.00 + $14.00 for each additional 1,000.00, or fraction thereof, to and including $25,000.00	$75 for the first $2,000.00 + $14.00 for each additional 1,000.00, or fraction thereof, to and including $25,000.00
3. $25,000.01 - $50,000.00	$397 for the first $25,000.00 + $11.00 for each additional $1,000.00, or fraction thereof, to and including $50,000.00.	$397 for the first $25,000.00 + $11.00 for each additional $1,000.00, or fraction thereof, to and including $50,000.00.
4. $50,000.01 - $100,000.00	$672 for the first $50,000.00 + $9.00 for each additional $1,000.00, or fraction thereof, to and including $100,000.00.	$672 for the first $50,000.00 + $9.00 for each additional $1,000.00, or fraction thereof, to and including $100,000.00.
5. $100,000.01 - $500,000.00	$1,122 for the first $100,000.00 + $7 for each additional $1,000.00, or fraction thereof, to and including $500,000.00.	$1,122 for the first $100,000.00 + $7 for each additional $1,000.00, or fraction thereof, to and including $500,000.00.
6. $500,000.01 - $1,000,000.00	$3,922 for the first $500,000.00 + $5 for each additional $1,000.00, or fraction thereof, to and including $1,000,000.00.	$3,922 for the first $500,000.00 + $5 for each additional $1,000.00, or fraction thereof, to and including $1,000,000.00.
7. $1,000,000.01 +	$6,422 for the first $1,000,000.00 + $4 for each additional $1,000.00, or fraction thereof.	$6,422 for the first $1,000,000.00 + $4 for each additional $1,000.00, or fraction thereof.
8. Building/Structure Plan Review	65% of the building permit fee	65% of the building permit fee
9. Civil Plan Review, Commercial (if applicable)	Hourly rate, 12 Hour Minimum $2,244.00	Hourly rate, 12 Hour Minimum $2,316.00
10. Civil Plan Review, Residential (if applicable)	Hourly rate, 4 Hour Minimum $748.00	Hourly rate, 4 Hour Minimum $772.00
11. Floodplain Permit	$200.00	$206.00
12. Floodplain Variance	$561.00	$578.00
13. Demolition, Commercial	$1,600.00	$1,648.00
14. Demolition, Residential	$600.00	$618.00
15. Zoning Review	Hourly rate, 1-hour minimum $187.00	Hourly rate, 1-hour minimum $193.00
16. Affordable Housing Review	**N/A**	**Hourly rate, 10-hour minimum $1,930.00**
~~16.~~ **17.** Temporary Certificate of Occupancy (TCO)- Single-Family	$187.00	$193.00
~~17.~~ **18.** Temporary Certificate of Occupancy (TCO)- Other	$561.00	$578.00
B. ELECTRICAL		
1. Electrical Permit	Permit fee described in WAC 296-46B-905, plus a 20% administrative fee	Permit fee described in WAC 296-46B-905, plus a 20% administrative fee
C. FIRE - CONSTRUCTION		
1. Automatic Fire Alarm System:		
a. Existing System		
New or relocated devices up to 5	$187.00	$193.00
New or relocated devices 6 up to 12	$561.00	$578.00
Each additional new or relocated device over 12	$6.50 per device	$7.00 per device
b. New System	$748.00	$770.00
c. Each additional new or relocated device over 30	$6.50 per device	$7.00 per device
2. Fire Extinguishing Systems:		
a. Commercial Cooking Hoods		
1 to 12 flow points	$561.00	$578.00
More than 12	$748.00	$770.00
b. Other Fixed System Locations	$748.00	$770.00
3 Fire Pumps:		
a. Commercial Systems	$748.00	$770.00

3.01.010 Planning and Community Development

Type of Permit Application	2017 Fee Schedule	2018 Fee Schedule
4. Commercial Flammable/Combustible Liquids:		
a. Aboveground Tank Installations		
First tank	$374.00	$385.00
Additional	$187.00	$193.00
b. Underground Tank Installations		
First tank	$374.00	$385.00
Additional	$187.00	$193.00
c. Underground Tank Piping (with new tank)	$374.00	$385.00
d. Underground Tank Piping Only (vapor	$561.00	$578.00
e. Underground Tank Removal		
First tank	$374.00	$385.00
Additional Tank	$94.00 per additional tank	$97.00 per additional tank
5. Compressed Gas Systems (exception: medical gas systems require a plumbing permit):		
a. Excess of quantities in IFC Table 105.6.9	$374.00	$385.00
6. High-Piled Storage:		
a. Class I – IV Commodities:		
501 – 2,500 square feet	$374.00	$385.00
2,501 – 12,000 square feet	$561.00	$578.00
Over 12,000 square feet	$748.00	$770.00
b. High Hazard Commodities:		
501 – 2,500 square feet	$561.00	$578.00
Over 2,501 square feet	$935.00	$963.00
7. Underground Fire Mains and Hydrants	$561.00	$578.00
8. Industrial Ovens:		
Class A or B Furnaces	$374.00	$385.00
Class C or D Furnaces	$748.00	$770.00
9. LPG (Propane) Tanks:		
Commercial, less than 500-Gallon Capacity	$374.00	$385.00
Commercial, 500-Gallon+ Capacity	$561.00	$578.00
Residential 0 – 500-Gallon Capacity	$187.00	$193.00
Spray Booth	$748.00	$770.00
10. Sprinkler Systems (each riser):		
a. New Systems	$935.00, plus $3.00 per head	$963.00, plus $3.00 per head
b. Existing Systems		
1 – 10 heads	$561.00	$578.00
11 – 20 heads	$748.00	$770.00
More than 20 heads	$935.00, plus $3.00 per head	$963.00, plus $3.00 per head
c. Residential (R-3) 13-D System		
1 – 30 heads	$561.00	$578.00
More than 30 heads	$561.00, plus $3.00 per head	$578.00, plus $3.00 per head
Voluntary 13-D Systems in residencies when not otherwise required	$187.00	$193.00
11. Standpipe Systems	$748.00	$770.00
12. Emergency Power Supply Systems:		
10 kW - 50 kW	$561.00	$578.00
> 50 kW	$935.00	$963.00
13. Temporary Tents and Canopies	$187.00	$193.00
14. Fire Review -Single-Family	$94.00	$97.00
~~18.~~ **15.** Fire Review -Subdivision	Hourly rate, 1-hour minimum $187.00	Hourly rate, 1-hour minimum $193.00
~~17.~~ **16.** Fire Review -Other	Hourly rate, 1-hour minimum $187.00	Hourly rate, 1-hour minimum $193.00
~~15.~~ **17.** Emergency Responder Radio Coverage System	$561.00	$578.00
~~16.~~ **18.** Smoke Control Systems - Mechanical or Passive	$748.00	$770.00

3.01.010 Planning and Community Development

Type of Permit Application	2017 Fee Schedule	2018 Fee Schedule
D. MECHANICAL		
1. Residential Mechanical System	$187.00 (including 4 pieces of equipment), $12.00 per piece of equipment over 4	$193.00 (including 4 pieces of equipment), $12.00 per piece of equipment over 4
2. Commercial Mechanical System	$500.00 (including 4 pieces of equipment), $12.00 per piece of equipment over 4	$515.00 (including 4 pieces of equipment), $12.00 per piece of equipment over 4
3. All Other Mechanical Plan Review (Residential and Commercial)	Hourly rate, 1-hour minimum $187.00	Hourly rate, 1-hour minimum $193.00
E. PLUMBING		
1. Plumbing System	$187.00) (including 4 fixtures), $12.00 per fixture over 4	$193.00) (including 4 fixtures), $12.00 per fixture over 4
2. Gas Piping System standalone permit	$187.00 (including 4 outlets), $12.00 per outlet over 4	$193.00 (including 4 outlets), $12.00 per outlet over 4
3. Gas Piping as part of a plumbing or mechanical permit	$12.00 per outlet (when included in outlet count)	$12.00 per outlet (when included in outlet count)
4. Backflow Prevention Device - standalone permit	$187.00 (including 4 devices), $12.00 per devices over 4	$193.00 (including 4 devices), $12.00 per devices over 4
5. Backflow Prevention Device as part of a plumbing systems permit	$12.00 per device (when included in fixture count)	$12.00 per device (when included in fixture count)
6. All Other Plumbing Plan Review (Residential and Commercial)	Hourly rate, 1-hour minimum $187.00	Hourly rate, 1-hour minimum $193.00
F. ENVIRONMENTAL REVIEW		
1. Single-Family SEPA Checklist	$3,000.00	$3,090.00
2. Multifamily/Commercial SEPA Checklist	$4,500.00	$4,635.00
3. Environmental Impact Statement Review	$7,800.00	$8,033.00
G. LAND USE		
1. Accessory Dwelling Unit	$800.00	$824.00
2. Administrative Design Review	$1,500.00	$1,545.00
3. Adult Family Home	$450.00	$463.00
4. Comprehensive Plan Amendment – Site Specific (Note: may be combined with Rezone public hearing.)	$16,500.00, plus public hearing ($3,500.00)	$16,993.00, plus public hearing ($3,605.00)
5. Conditional Use Permit (CUP)	$7,000.00	$7,209.00
6. Historic Landmark Review	$380.00	$391.00
7. Interpretation of Development Code	$700.00	$721.00
8. Master Development Plan	$25,000.00, plus public hearing ($3,500.00)	$25,748.00, plus public hearing ($3,605.00)
9. Changes to a Master Development Plan	$12,500.00, plus public hearing ($3,500)	$12,874.00, plus public hearing ($3,605.00)
10. Planned Action Determination	$320.00	$330.00
11. Rezone	$16,200.00, plus public hearing ($3,500.00)	$16,684.00, plus public hearing ($3,605.00)
12. SCTF Special Use Permit (SUP)	$14,600.00, plus public hearing ($3,500.00)	$15,037.00, plus public hearing ($3,605.00)
13. Sign Permit - Building Mounted, Awning, Driveway Signs	$400.00	$412.00
14. Sign Permit - Monument/Pole Signs	$800.00	$824.00
15. Special Use Permit	$14,600.00, plus public hearing ($3,500.00)	$15,037.00, plus public hearing ($3,605.00)
16. Street Vacation	$10,300.00, plus public hearing ($3,500.00)	$10,608.00, plus public hearing ($3,605.00)
17. Temporary Use Permit (TUP) EXCEPT fee is waived as provided in SMC 20.30.295(D)(2) for Transitional Encampments	$1,500.00	$1,545.00
18. Deviation from Engineering Standards	Hourly rate, 8-hour minimum $1,496.00	Hourly rate, 8-hour minimum $1,544.00
19. Variances - Zoning	$8,500.00	$8,754.00
20. Lot Line Adjustment	$1,500.00	$1,545.00
21. Lot Merger	$374.00	$385.00

3.01.010 Planning and Community Development

Type of Permit Application	2017 Fee Schedule	2018 Fee Schedule
H. CRITICAL AREAS FEES		
1. Critical Area Field Signs	$6.50 per sign	$7.00 per sign
2. Critical Areas Review	Hourly rate, 2-hour minimum $374.00	Hourly rate, 2-hour minimum $386.00
3. Critical Areas Monitoring Inspections (Review of three reports and three inspections.)	$1,800.00	$1,854.00
4. Critical Areas Reasonable Use Permit (CARUP)	13,500.00, plus public hearing ($3,500.00)	$13,904.00, plus public hearing ($3,605.00)
5. Critical Areas Special Use Permit (CASUP)	13,500.00, plus public hearing ($3,500.00)	$13,904.00, plus public hearing ($3,605.00)
I. MISCELLANEOUS FEES		
1. Permit Fee for Work Commenced Without a Permit	Twice the Applicable Permit Fee	Twice the Applicable Permit Fee
2. Expedited Review – Building or Site Development Permits	Twice the applicable plan review fee(s)	Twice the applicable ~~plan~~**permit** review fee(s)
3. All Other Fees Per Hour	Hourly rate, 1-hour minimum $187.00	Hourly rate, 1-hour minimum $193.00
4. Multiple Family Tax Exemption Application Fee	$350.00 for processing land use permits, plus current King County Assessors fee for administering the Multiple Family Tax Exemption program	~~$360.00 for processing land use permits, plus current King County Assessors fee for administering the Multiple Family Tax Exemption program~~**Hourly rate, 3-hour minimum $579.00**
5. Extension of the Conditional Certificate for the Multiple Family Tax Exemption Application Fee	$187.00	$193.00
6. Multiple Family Tax Exemption or Affordable Housing Annual Compliance Verification	**N/A**	**$386.00**
~~6.~~ **7.** Pre-application Meeting	Mandatory pre-application meeting $440.00; Optional pre-application meeting $187.00	Mandatory pre-application meeting $453.00; Optional pre-application meeting $193.00
~~7.~~ **8.** Transportation Impact Analysis (TIA) Review (less than 20 trips)	$200.00	$206.00
~~8.~~ **9.** Transportation Impact Analysis (TIA) Review (greater than 20 trips)	$1,100.00	$1,133.00
~~9.~~ **10.** Transportation Impact Analysis (TIA) Review - additional review per hour	$187.00	$193.00
J. RIGHT-OF-WAY		
1. Right-of-Way Utility Blanket Permits	$187.00	$193.00
2. Right-of-Way Use	Hourly rate, 3-hour minimum $561.00	Hourly rate, 3-hour minimum $579.00
3. Right-of-Way Site	Hourly rate, 4-hour minimum $748.00	Hourly rate, 4-hour minimum $772.00
4. Right-of-Way Special Events	$935.00	$963.00
5. Residential Parking Zone Permit	$17.50	$18.00
K. SHORELINE SUBSTANTIAL DEVELOPMENT		
1. Shoreline Conditional Permit Use	$7,200.00	$7,415.00
2. Shoreline Exemption	$470.00	$484.00
3. Shoreline Variance	$10,000.00, plus public hearing if required ($3,500.00)	$10,299.00, plus public hearing if required ($3,605.00)
Substantial Development Permit (based on valuation):		
4. up to $10,000	$2,500.00	$2,575.00
5. $10,000 to $500,000	$6,000.00	$6,179.00
6. over $500,000	$10,000.00	$10,299.00
L. SITE DEVELOPMENT		
1. Clearing and/or Grading Permit	Hourly rate, 3-hour minimum $561.00	Hourly rate, 3-hour minimum $579.00
2. Subdivision Construction	Hourly rate, 10-hour minimum $1,870.00	Hourly rate, 10-hour minimum $1,930.00
3. Clearing and Grading Inspection - Sum of Cut and Fill Yardage:		
4. 50-500 CY without drainage conveyance	$187.00	$193.00
5. 50-500 CY with drainage conveyance	$400.00	$412.00
6. 501-5,000 CY	$800.00	$824.00
7. 5001-15,000 CY	$1,600.00	$1,648.00
8. More than 15,000 CY	$4,200.00	$4,326.00
9. Tree Removal	$187.00	$193.00

3.01.010 Planning and Community Development

Type of Permit Application	2017 Fee Schedule	2018 Fee Schedule
M. SUBDIVISIONS		
1. Binding Site Plan	$5,700.00	$5,870.00
2. Preliminary Short Subdivision	$6,500.00 for two-lot short subdivision, plus ($500.00) for each additional lot	$6,694.00 for two-lot short subdivision, plus ($515.00) for each additional lot
3. Final Short Subdivision	$1,900.00	$1,957.00
4. Preliminary Subdivision	$15,000.00 for ten-lot subdivision, plus ($700.00) for each additional lot, and public hearing ($3,500.00)	$15,449.00 for ten-lot subdivision, plus ($721.00) for each additional lot, and public hearing ($3,605.00)
5. Final Subdivision	$7,300.00	$7,518.00
6. Changes to Preliminary Short or Formal Subdivision	$3,700.00	$3,811.00
7. Multiple Buildings	Hourly rate, 10-hour minimum $1,870.00	Hourly rate, 10-hour minimum $1,930.00
N. SUPPLEMENTAL FEES		
1. Supplemental permit fees	Additional review ~~of~~ fees may be assessed if plan revisions are incomplete, corrections not completed, the original scope of the project has changed, or scale and complexity results in review hours exceeding the minimums identified in this schedule. Fees will be assessed at $187.00 per hour, minimum of one hour.	Additional review ~~of~~ fees may be assessed if plan revisions are incomplete, corrections not completed, the original scope of the project has changed, or scale and complexity results in review hours exceeding the minimums identified in this schedule. Fees will be assessed at $193.00 per hour, minimum of one hour.
2. Reinspection fees	Reinspection fees may be assessed if work is incomplete, corrections not completed or the allotted time is depleted. Fees will be assessed at $187.00 per hour, minimum one hour.	Reinspection fees may be assessed if work is incomplete, corrections not completed or the allotted time is depleted. Fees will be assessed at $193.00 per hour, minimum one hour.
3. Investigation inspection	$250.00	$257.00

O. FEE REFUNDS

The city manager or designee may authorize the refunding of:
1. One hundred percent of any fee erroneously paid or collected.
2. Up to 80 percent of the permit fee paid when no work has been done under a permit issued in accordance with this code.
3. Up to 80 percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled and minimal plan review work has been done.
4. The city manager or designee shall not authorize refunding of any fee paid except on written application filed by the original permittee not later than 180 days after the date of fee payment.

P. FEE WAIVER

1. The City Manager or designee may authorize the waiver of the double fee for work commenced without a permit for property owners not responsible for initiating the work without a permit. Any fee waiver request must be submitted in writing by the current property owner prior to permit issuance and detail the unpermitted work related to the dates of property ownership.

[Ord. 785 § 1, 2017; Ord. 779 § 1, 2017; Ord. 778 § 1, 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 737 § 1 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3, 2012; Ord. 646 § 2, 2012; Ord. 641 § 1, 2012; Ord. 629 § 1, 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 585 §§ 3(a), 3(b) (Exh. B), 2010; Ord. 563 § 3 (Exh. B), 2009; Ord. 528 § 3 (Exh. A), 2008; Ord. 486 § 3, 2007; Ord. 451 § 1, 2006; Ord. 426 § 4, 2006]

City of Shoreline
Fee Schedules

3.01.015 Transportation Impact Fees

ITE Code	Land Use Category/Description	2017 Fee Schedule Impact Fee Per Unit @ $7,224.12 per Trip		2018 Fee Schedule Impact Fee Per Unit @ $7,224.12 per Trip	
A. Rate Table					
90	Park-and-ride lot w/ bus svc	3,359.22	per parking space	3,359.22	per parking space
110	Light industrial	9.18	per square foot	9.18	per square foot
140	Manufacturing	6.91	per square foot	6.91	per square foot
151	Mini-warehouse	2.47	per square foot	2.47	per square foot
210	Single family house (includes townhouse and duplex)	6,566.72	per dwelling unit	6,566.72	per dwelling unit
220	Apartment (includes accessory dwelling unit)	4,255.01	per dwelling unit	4,255.01	per dwelling unit
230	Condominium	4,320.02	per dwelling unit	4,320.02	per dwelling unit
240	Mobile home park	3,068.80	per dwelling unit	3,068.80	per dwelling unit
251	Senior housing	1,404.36	per dwelling unit	1,404.36	per dwelling unit
254	Assisted Living	643.66	per bed	643.66	per bed
255	Continuing care retirement	2,094.99	per dwelling unit	2,094.99	per dwelling unit
310	Hotel	4,390.09	per room	4,390.09	per room
320	Motel	3,497.19	per room	3,497.19	per room
444	Movie theater	13.76	per square foot	13.76	per square foot
492	Health/fitness club	18.13	per square foot	18.13	per square foot
530	School (public or private)	5.33	per square foot	5.33	per square foot
540	Junior/community college	13.94	per square foot	13.94	per square foot
560	Church	3.59	per square foot	3.59	per square foot
565	Day care center	34.43	per square foot	34.43	per square foot
590	Library	17.40	per square foot	17.40	per square foot
610	Hospital	8.43	per square foot	8.43	per square foot
710	General office	12.69	per square foot	12.69	per square foot
720	Medical office	23.06	per square foot	23.06	per square foot
731	State motor vehicles dept	111.12	per square foot	111.12	per square foot
732	United States post office	26.51	per square foot	26.51	per square foot
820	General retail and personal services (includes shopping center)	9.60	per square foot	9.60	per square foot
841	Car sales	17.66	per square foot	17.66	per square foot
850	Supermarket	26.22	per square foot	26.22	per square foot
851	Convenience market-24 hr	48.72	per square foot	48.72	per square foot
854	Discount supermarket	26.74	per square foot	26.74	per square foot
880	Pharmacy/drugstore	15.44	per square foot	15.44	per square foot
912	Bank	37.57	per square foot	37.57	per square foot
932	Restaurant: sit-down	27.09	per square foot	27.09	per square foot
934	Fast food	62.34	per square foot	62.34	per square foot
937	Coffee/donut shop	79.08	per square foot	79.08	per square foot
941	Quick lube shop	28,119.87	per service bay	28,119.87	per service bay
944	Gas station	25,570.66	per pump	25,570.66	per pump
948	Automated car wash	54.66	per square foot	54.66	per square foot

B. Administrative Fees		**2017 Fee Schedule**	**2018 Fee Schedule**
1.	Administrative Fee - All Applicable Projects	Hourly rate, 1- hour minimum $187	Hourly rate, 1- hour minimum $192
2.	Administrative Fee - Impact fee estimate/preliminary determination	Hourly rate, 1- hour minimum $187	Hourly rate, 1- hour minimum $192
3.	Administrative Fee - Independent fee calculation	Hourly rate, 1- hour minimum $187	Hourly rate, 1- hour minimum $192
4.	Administrative Fee - Deferral Program	Hourly rate, 1- hour minimum $187	Hourly rate, 1- hour minimum $192

All administrative fees are nonrefundable.

Administrative fees shall not be credited against the impact fee.

Administrative fees applicable to all projects shall be paid at the time of building permit issuance.

Administrative fees for impact fee estimates or preliminary determination shall be paid at the time the request is submitted to the city.

Administrative fees for independent fee calculations shall be paid prior to issuance of the director's determination.

[Ord. 758 § 3 (Exh. A), 2016; Ord. 737 § 2 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 720 § 1, 2015; Ord. 704 § 1, 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 690 § 2 (Exh B), 2014]

City of Shoreline
Fee Schedules

3.01.016 Park Impact Fees

		2018 Fee Schedule	
A. Rate Table			
Use Category		**Impact Fee**	
Single Family Residential		3,979.00	per square foot
Multi-Family Residential		2,610.00	per square foot
B. Administrative Fees		**2018 Fee Schedule**	
1.	Administrative Fee - All Applicable Projects	Hourly rate, 1- hour minimum $192	
2.	Administrative Fee - Impact fee estimate/preliminary determination	Hourly rate, 1- hour minimum $192	
3.	Administrative Fee - Independent fee calculation	Hourly rate, 1- hour minimum $192	
4.	Administrative Fee - Deferral Program	Hourly rate, 1- hour minimum $192	

[Ord. 786 § 2 (Exh. B), 2017]

3.01.020 Fire - Operational

Type of Permit Application	2017 Fee Schedule	2018 Fee Schedule
A. FIRE - OPERATIONAL		
1. Aerosol Products	$187.00	$193.00
2. Amusement Buildings	$187.00	$193.00
3. Carnivals and Fairs	$187.00	$193.00
4. Combustible Dust-Producing Operations	$187.00	$193.00
5. Combustible Fibers	$187.00	$193.00
6. Compressed Gases	$187.00	$193.00
7. Cryogenic Fluids	$187.00	$193.00
8. Cutting and Welding	$187.00	$193.00
9. Dry Cleaning (hazardous solvent)	$187.00	$193.00
10. Flammable/Combustible Liquid Storage/Handle/Use	$187.00	$193.00
11. Flammable/Combustible Liquid Storage/Handle/Use - (add'l specs)	Add'l fee based on site specs	Add'l fee based on site specs
12. Floor Finishing	$187.00	$193.00
13. Garages, Repair or Servicing - 1 to 5 Bays	$187.00	$193.00
14. Garages, Repair or Servicing - (add'l 5 Bays)	$94.00	$97.00
15. Hazardous Materials	$561.00	$578.00
16. Hazardous Materials (including Battery Systems 55 gal>)	$187.00	$193.00
17. High-Piled Storage	$187.00	$193.00
18. Hot Work Operations	$187.00	$193.00
19. Indoor Fueled Vehicles	$187.00	$193.00
20. Industrial Ovens	$187.00	$193.00
21. LP Gas-Consumer Cylinder Exchange	$94.00	$97.00
22. LP Gas-Retail Sale of 2.5 lb or less	$94.00	$97.00
23. LP Gas-Commercial Containers (Tanks)	$187.00	$193.00
24. LP Gas-Commercial Containers, Temporary (Tanks)	$187.00	$193.00
25. Lumber Yard	$187.00	$193.00
26. Misc Comb Material	$187.00	$193.00
27. Open Flames and Candles	$187.00	$193.00
28. Open Flames and Torches	$187.00	$193.00
29. Places of Assembly 50 to 100	$94.00	$97.00
30. Places of Assembly up to 500	$187.00	$193.00
31. Places of Assembly 501>	$374.00	$385.00
32. Places of Assembly (addt'l assembly areas)	$94.00	$97.00
33. Places of Assembly - A-5 Outdoor	$94.00	$97.00
34. Places of Assembly - Outdoor Pools	$94.00	$97.00
35. Places of Assembly - Open Air Stadiums	$187.00	$193.00
36. Pyrotechnic Special Effects Material	$187.00	$193.00
37. Pyrotechnic Special Effects Material (addt'l specs)	Add'l fee based on site specs	Add'l fee based on site specs
38. Refrigeration Equipment	$187.00	$193.00
39. Scrap Tire Storage	$187.00	$193.00
40. Spraying or Dipping	$187.00	$193.00
41. Waste Handling	$187.00	$193.00
42. Wood Products	$187.00	$193.00

[Ord. 758 § 3 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 678 § 3 (Exh. A), 2013]

City of Shoreline
Fee Schedules

3.01.100 Animal Licensing and Service Fees

Annual License	2018 Fee Schedule
A. PET - DOG OR CAT	
1. Unaltered	$60.00
2. Altered	$30.00
3. Juvenile pet	$15.00
4. Discounted pet	$15.00
5. Replacement tag	$5.00
6. Transfer fee	$3.00
7. License renewal late fee – received 45 to 90 days following license expiration	$15.00
8. License renewal late fee – received 90 to 135 days following license expiration	$20.00
9. License renewal late fee – received more than 135 days following license expiration	$30.00
10. License renewal late fee – received more than 365 days following license expiration	$30.00 plus license fee(s) for any year(s) that the pet was unlicensed
Service Animal Dogs and Cats and K-9 Police Dogs:Service animal dogs and cats and K-9 police dogs must be licensed, but there is no charge for the license.	
B. GUARD DOG	
1. Guard dog registration	$100.00
C. ANIMAL RELATED BUSINESS	
1. Hobby kennel and hobby cattery	$50.00
2. Guard dog trainer	$50.00
3. Guard dog purveyor	$250.00
D. GUARD DOG PURVEYOR	
1. If the guard dog purveyor is in possession of a valid animal shelter, kennel or pet shop license, the fee for the guard dog purveyor license shall be reduced by the amount of the animal shelter, kennel or pet shop license.	
E. FEE WAIVER	
1. The director of the animal care and control authority may waive or provide periods of amnesty for payment of outstanding licensing fees and late licensing penalty fees, in whole or in part, when to do so would further the goals of the animal care and control authority and be in the public interest. In determining whether a waiver should apply, the director of the animal care and control authority must take into consideration the total amount of the fees charged as compared with the gravity of the violation and the effect on the owner, the animal's welfare and the animal care and control authority if the fee or fees or penalties are not waived and no payment is received.	

[Ord. 758 § 3 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3 (Exh. A), 2012; Ord. 595 § 3 (Att. B), 2011]

City of Shoreline
Fee Schedules

3.01.200 Business License Fees

License	2017 Fee Schedule	2018 Fee Schedule
A. BUSINESS LICENSE FEES - GENERAL		
1. Annual business license fee	$40.00	$40.00 Annual
The annual business license fee may be prorated as necessary to conform to SMC 5.05.060		
2. Penalty for late renewal as described in SMC 5.05.080	$20.00	$20.00 Annual
B. REGULATORY LICENSE FEES		
1. Regulated massage business	$206.00	$212.00 Per Year
2. Massage manager	$45.00	$46.00 Per Year
3. Public dance	$141.00	$145.00 Per Dance
4. Pawnbroker	$659.00	$679.00 Per Year
5. Secondhand Dealer	$63.00	$65.00 Per Year
6. Master solicitor	$129.00	$133.00 Per Year
7. Solicitor	$32.00	$33.00 Per Year
Late fees for the above regulatory licenses: A late penalty shall be charged on all applications for renewal of a regulatory license received later than 10 working days after the expiration date of such license. The amount of such penalty is fixed as follows: * For a license requiring a fee of less than $50.00, two percent of the required fee. * For a license requiring a fee of more than $50.00, ten percent of the required fee.		
8. Adult cabaret operator	$659.00	$679.00 Per Year
9. Adult cabaret manager	$141.00	$145.00 Per Year
10. Adult cabaret entertainer	$141.00	$145.00 Per Year
11. Panoram Operator	$657.75 Per Year/plus additional $38 fee for fingerprint background checks for each operator	$677.00 Per Year/plus additional $38 fee for fingerprint background checks for each operator
12. Panoram premise	$270.00	$278.00 Per Year
13. Panoram device	$77.00	$79.00 Per Year Per Device
Late fees for Adult cabaret and Panoram licenses:		
Days Past Due		
7 - 30	10%	10%
31 - 60	25%	25%
61 and over	100%	100%
14. Duplicate Regulatory License	$6.00	$6.00

[Ord. 758 § 3 (Exh. A), 2016; Ord. 734 § 2, 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 650 § 3 (Exh. A), 2012; Ord. 625 § 4, 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 585 §§ 3(a), 3(b) (Exh. B), 2010; Ord. 563 § 4 (Exh. B), 2009]

3.01.210 Hearing Examiner Fees

	2017 Fee Schedule	2018 Fee Schedule
A. HEARING EXAMINER FEES	$501.00	$516.00

[Ord. 758 § 3 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 650 § 3 (Exh. A), 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 585 §§ 3(a), 3(b) (Exh. B), 2010; Ord. 528 § 3 (Exh. A), 2008; Ord. 486 § 3, 2007; Ord. 451 § 2, 2006]

City of Shoreline
Fee Schedules

3.01.220 Public Records

	2017 Fee Schedule	2018 Fee Schedule
1. Photocopying paper records		
a. Black and white photocopies of paper up to 11 by 17 inches - if more than five pages	$0.15	$0.15 Per Page
b. Black and white photocopies of paper larger than 11 by 17 inches - City Produced	$3.50	$3.50 Per Page
c. Color photocopies up to 11 by 17 inches - if more than three pages	$0.25	$0.25 Per Page
2. Scanning paper records		
a. Scans of paper up to 11 by 17 inches - if more than five pages	$0.15	$0.15 Per Page
3. Copying electronic records		
a. Copies of electronic records to file sharing site - **if more than five pages** (2 minute minimum for first installment only)	$0.62	$0.85 Per Minute ~~(2 Minute Minimum)~~
b. Copies of electronic records onto other storage media	Cost incurred by City for hardware plus $0.62/minute	Cost incurred by City for hardware plus $0.85/minute
4. Other fees		
a. Photocopies - vendor produced	Cost charged by vendor, depending on size and process	
b. Convert electronic records (in native format) into PDF format – if more than 15 minutes	$37.08	$50.00 Per hour
c. Service charge to prepare data compilations or provide customized electronic access services	Actual staff cost	Actual staff cost
d. Photographic prints and slides	Cost charged by vendor, depending on size and process	
e. Clerk certification	$1.10	$1.50 Per document
5. Geographic Information Systems (GIS) services		
a. GIS maps smaller than 11 by 17 inches	$0.50	$0.50 Per Page
b. GIS maps larger than 11 by 17 inches	$1.70	$1.70 Per Square Foot
c. Custom GIS Mapping and Data Requests	$92.00	$95.00 Per Hour (1 Hour Minimum)

[Ord. 784 § 1, 2017; Ord. 778 § 1, 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 738 § 1, 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3 (Exh. A), 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 585 §§ 3(a), 3(b) (Exh. B), 2010; Ord. 563 § 3 (Exh. B), 2009; Ord. 528 § 3 (Exh. A), 2008; Ord. 486 § 3, 2007; Ord. 451 § 6, 2006; Ord. 435 § 7, 2006; Ord. 404, 2005; Ord. 366, 2004; Ord. 342, 2003; Ord. 315, 2002; Ord. 294 § 1, 2001; Ord. 285 § 3, 2001; Ord. 256 § 3, 2000]

3.01.230 Vehicle Impound Fees

	2017 Fee Schedule	2018 Fee Schedule
Individuals redeeming vehicles impounded under SMC 10.05.030 (A)(3) shall pay an administrative fee	$165.00	$170.00

[Ord. 758 § 3 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3 (Exh. A), 2012; Ord. 585 § 5 (Exh. D), 2010]

City of Shoreline
Fee Schedules

3.01.300 Parks, Recreation and Cultural Services

Fee	2017 Resident Rate	2017 Non-Resident Rate	2018 Resident Rate	2018 Non-Resident Rate
A. OUTDOOR RENTAL FEES				
1. Picnic Shelters – (same for all groups)				
a. Half Day (9:00am-2:00pm or 2:30pm-Dusk)	$66	$84	$68	$87
b. Full Day (9:00am - Dusk)	$96	$120	$99	$124
~~c. Over 100 people extra fee may apply~~	~~$50~~	~~$50~~	~~$50~~	~~$50~~
2. Cromwell Park Amphitheater & Richmond Beach Terrace				
a. Half Day	$66	$84	$68	$87
b. Full Day	$96	$120	$99	$124
3. Alcohol Use				
a. Per hour, 4 hour minimum (includes shelter rental)	$85	$95	$88	$105
4. Athletic Fields (Per Hour)				
a. Lights (determined by dusk schedule; hourly rate includes $5	$22	$22	$23	$23
b. Youth Organization Game * and/or Practice	$6	$9	$6	$9
c. Youth Organization Tournament *	$9	$12	$9	$12
d. Practice	$16	$20	$16	$21
e. Games *	$30	$36	$31	$37
~~f. Tournament *~~	~~$36~~	~~$43~~	~~$0~~	~~$0~~
~~g.~~ **f.** * Additional field prep fee may be added	$25	$34	$26	$35
5. Synthetic Fields (Per Hour)				
a. Youth Organizations	$18	$26	$19	$27
b. Private Rentals	$62	$76	$64	$78
c. Discount Field Rate **	$18	$26	$19	$27
6. Tennis Courts				
a. Per hour	$7	$7	$7	$9
7. Park and Open Space Non-Exclusive Use Permit				
a. per hour			**$15**	**$18**
~~a. 1-25 people (hourly rate) out of normal park usage~~	~~$10~~	~~$10~~	~~$15~~	~~$15~~
~~b. 25-50 people (hourly rate)~~	~~$10~~	~~$10~~	~~$15~~	~~$15~~
~~c. 50-100 people~~	~~$20~~	~~$20~~	~~$25~~	~~$25~~
~~d. Over 100 people~~	~~Varies~~	~~Varies~~	~~Varies~~	~~Varies~~
8. Community Garden Plot Annual Rental Fee				
a. Standard Plot	$40	N/A	$41	N/A
b. Accessible Plot	$20	N/A	$21	N/A
**Offered during hours of low usage as established and posted by the PRCS Director				
9. Amplification Supervisor Fee				
a. Per hour; when applicable	$19	$19	$25	$25
10. Attendance Fee				
a. 101-199 Attendance			**$50**	**$50**
b. 200-299 Attendance			**$100**	**$100**
c. 300+ Attendance			**Varies**	**Varies**

City of Shoreline
Fee Schedules

3.01.300 Parks, Recreation and Cultural Services

Fee	2017 Resident Rate	2017 Non-Resident Rate	2018 Resident Rate	2018 Non-Resident Rate
B. INDOOR RENTAL FEES				
	Per Hour (2 Hour Minimum)	**Per Hour** (2 Hour Minimum)	**Per Hour** (2 Hour Minimum)	**Per Hour** (2 Hour Minimum)
1. Richmond Highlands (same for all groups) Maximum Attendance 214				
a. Entire Building (including building monitor)	$58	$70	$60	$72
2. Spartan Recreation Center Fees for Non-Profit Youth Organizations/Groups				
a. Multi-Purpose Room 1 or 2	$12	$16	$12	$16
b. Multi-Purpose Room 1 or 2 w/Kitchen	$20	$25	$21	$26
c. Gymnastics Room	$12	$16	$12	$16
d. Dance Room	$12	$16	$12	$16
e. Gym-One Court	$20	$25	$21	$26
f. Entire Gym	$35	$45	$36	$46
g. Entire Facility	$95	$120	$98	$124
3. Spartan Recreation Center Fees for All Other Organizations/Groups				
a. Multi-Purpose Room 1 or 2	$24	$29	$25	$30
b. Multi-Purpose Room 1 or 2 w/Kitchen	$34	$41	$35	$42
c. Gymnastics Room	$24	$29	$25	$30
d. Dance Room	$24	$29	$25	$30
e. Gym-One Court	$34	$41	$35	$42
f. Entire Gym	$64	$76	$66	$79
g. Entire Facility	$125	$145	$129	$154
As a health and wellness benefit for regular City employees, daily drop-in fees for regular City employees shall be waived.				
* Rentals outside the normal operating hours of the Spartan Gym may require an additional supervision fee. (See Below)				
4. City Hall Rental Fees				
a. City Hall Rental - Third Floor Conference Room	$35 Per Hour	$35 Per Hour	$36 Per Hour	$43 Per Hour
b. City Hall Rental - Council Chambers	$100 Per Hour	$100 Per Hour	$103 Per Hour	$124 Per Hour
c. AV Set-up Fee - Per Room	$15	$15	$15	$15
5. Other Indoor Rental Fees:				
a-1. Security Deposit (1-125 people): (refundable)	$200	$200	$200	$200
a-2. Security Deposit (126+ people): (refundable)	$400	$400	$400	$400
b. Supervision Fee (if applicable)	$18.5/hour	$18.5/hour	$19/hour	$19/hour
c. Daily Rates (shall not exceed)	$850	$950	$875	$1,050
~~d. Spartan Recreation Center Tarp Installation~~	~~$100~~	~~$100~~	~~$100~~	~~$100~~
C. CONCESSIONAIRE PERMIT				
~~1. One-time concessions or small events (under 300 people)~~	~~$33~~	~~$33~~	~~$34~~	~~$41~~
~~2. One-time Major Event (over 300 people)~~	~~$77~~	~~$77~~	~~$77~~	~~$77~~
~~3. 3 month permit~~	~~$150~~	~~$150~~	~~$150~~	~~$150~~
1. Annual Permit - **Calendar Year (requires additional hourly fee)**	$450	$450	**$50**	**$60**
2. Additional Hourly Concession Fee (requires annual permit)	N/A	N/A	**$3/hour**	**$3/hour**
Concession Permit fees and additional Concession Fees are exempt for Non-Profit Youth Organizations, and sanctioned Neighborhood Association Events. Sanctioned Neighborhood Associations Events are exempt from all rental fees with the exception of associated supervision fees when applicable. Concession/Admission/Sales Fees may be modified at the discretion of the PRCS Director.				

City of Shoreline
Fee Schedules

3.01.300 Parks, Recreation and Cultural Services

Fee	2017 Resident Rate	2017 Non-Resident Rate	2018 Resident Rate	2018 Non-Resident Rate
D. INDOOR DROP-IN FEES				
1. Showers Only (Spartan Recreation Center)	$1	$1	$1	$1
2. Drop-In				
a. Adult	$3	$4	$3	$4
b. Youth	$1	$2	$1	$2
c. Senior/Disabled	$2	$3	$2	$3
3. 1 Month Pass				
a. Adult	$24	$30	$25	$31
b. Youth	$10	$12	$10	$14
c. Senior/Disabled	$16	$20	$16	$21
4. 3 Month Pass				
a. Adult	$60	$70	$62	$72
b. Youth	$23	$28	$24	$31
c. Senior/Disabled	$42	$50	$43	$51
Senior is 60+ years of age				
E. AQUATICS DROP-IN FEES				
1. Drop-In				
a. Adult	$4	$5	$4	$5
b. Adult- Real Deal	$1.50	$2.50	$2	$3
c. Youth/Senior/Disabled	$3	$3.50	$3	$4
d. Youth/Senior/Disabled - Real Deal	$1	$1.50	$1	$2
e. Family	$10	$12	$10	$12
2. 1 Month Pass				
a. Adult	$40	$48	$41	$51
b. Youth/Senior/Disabled	$30	$36	$31	$37
c. Family	$125	$150	$129	$154
3. 3 Month Pass				
a. Adult	$115	$137	$118	$148
b. Youth/Senior/Disabled	$86	$103	$89	$106
c. Family	$310	$372	$319	$383
4. 1 Year Pass				
a. Adult	$420	$504	$433	$541
b. Youth/Senior/Disabled	$289	$346	$298	$357
c. Family	$810	$972	$834	$1,001
F. INDOOR / AQUATICS JOINT PASS FEES				
1. Indoor / Aquatics Joint 1 Month Pass				
a. Adult	$50	$60	$56	$67
b. Youth/Senior/Disabled	$38	$45	$39	$47
G. AQUATICS RENTAL FEES				
1. Ongoing Organization Rentals (Insurance Required)				
~~a. School Dist: Per 60 Kids/per Hour (non-agreement)~~	~~$50~~	~~$50~~	~~$50~~	~~$50~~
~~b.~~ **a.** Rentals On-Going (non-swim team) **per hour**	$75	$90	$79	$95
~~c.~~ **b.** Swim Team Per/ Lane/Hr	$11	$11	$12	$14
2. Public Rentals per Hour				
a. 1-60	$115	$130	$121	$145
b. 61-150	$150	$175	$158	$189
Aquatics and General Recreation programs fees are based upon market rate.				

City of Shoreline
Fee Schedules

3.01.300 Parks, Recreation and Cultural Services

Fee	2017 Resident Rate	2017 Non-Resident Rate	2018 Resident Rate	2018 Non-Resident Rate
H. AQUATICS AND GENERAL RECREATION PROGRAM FEES				
Aquatics and General Recreation Program Fees are based upon the PRCS Cost Recovery/Fee Setting Framework.				
I. FEE IN LIEU OF STREET TREE REPLACEMENT	$2,400	N/A	$2,472	N/A
J. FEE REFUNDS				
Whenever a fee is paid for the use of Parks, Recreation and Cultural Services Department facilities or property or for participation in a Parks, Recreation and Cultural Services Department sponsored class or program, and a refund request is made to the city, fees may be refunded according to the Parks, Recreation and Cultural Services Department's Refund Policy and Procedures.				
K. RECREATION SCHOLARSHIPS				
Scholarships for the fee due to the participate in a Parks, Recreation and Cultural Services Department sponsored class or program may be awarded when a request is made to the city according to the Parks, Recreation and Cultural Services Department's Recreation Scholarship Policy and Procedures.				

[Ord. 758 § 3 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3 (Exh. A), 2012; Ord. 647 § 2, 2012; Ord. 627 § 4, 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 602 § 1, 2011; Ord. 585 §§ 3(a), 3(b) (Exh. B), 2010; Ord. 563 § 3 (Exh. A), 2009; Ord. 528 § 3 (Exh. A), 2008; Ord. 486 § 3, 2007; Ord. 451 § 3, 2006; Ord. 428 § 1, 2006; Ord. 404, 2005; Ord. 366, 2004; Ord. 342, 2003; Ord. 315, 2002; Ord. 294 § 1, 2001; Ord. 285 § 2, 2001; Ord. 256 § 2, 2000]

City of Shoreline
Fee Schedules

3.01.400 Surface Water Management Rate Table

Rate Category	Percent ~~Impervious~~**Hard** Surface	2017 SWM Annual Fee (includes all taxes)	2018 SWM Annual Fee (includes all taxes)	
A. Rate Table				
1. Residential: Single-family home		$168.81	$214.39	Per Parcel
2. Very Light	Less than or equal to 10%	$168.81	$214.39	Per Parcel
3. Light	More than 10%, less than or equal to 20%	$392.07	$497.93	Per Acre
4. Moderate	More than 20%, less than or equal to 45%	$809.98	$1,028.67	Per Acre
5. Moderately Heavy	More than 45%, less than or equal to 65%	$1,570.94	$1,995.09	Per Acre
6. Heavy	More than 65%, less than or equal to 85%	$1,990.22	$2,527.58	Per Acre
7. Very Heavy	More than 85%, less than or equal to 100%	$2,606.90	$3,310.76	Per Acre
Minimum Rate		$168.81	$214.39	

There are two types of service charges: The flat rate and the sliding rate.
The flat rate service charge applies to single family homes and parcels with less than 10% ~~impervious~~**hard** surface. The sliding rate service charge applies to all other properties in the service area. The sliding rate is calculated by measuring the amount of ~~impervious~~**hard** surface on each parcel and multiplying the appropriate rate by total acreage.

B. CREDITS

Several special rate categories will automatically be assigned to those who qualify

1. An exemption for any home owned and occupied by a low income senior citizen determined by the assessor to qualify under RCW 84.36.381.

~~2. A discount for any parcel served by a City approved retention/detention (R/D) facility maintained by the owner. This discount will be eliminated beginning Jan 1, 2017.~~

2. ~~3.~~ A public school district shall be eligible for a waiver of up to 100% of its standard rates based on providing curriculum which benefits surface water utility programs. The waiver shall be provided in accordance with the Surface Water Management Educational Fee Waiver procedure. The program will be reviewed by July 1, 2021.

3. ~~4.~~ Alternative Mobile Home Park Charge. Mobile Home Park Assessment can be the lower of the appropriate rate category or the number of mobile home spaces multiplied by the single-family residential rate.

C. RATE ADJUSTMENTS

Any person receiving a bill may file a request for a rate adjustment within two years of the billing date. (Filing a request will not extend the payment period). Property owners should file a request for a change in the rate assessed if:

1. The property acreage is incorrect;
2. The measured ~~impervious~~**hard** surface is incorrect;
3. The property is charged a sliding fee when the fee should be flat;
4. The person or property qualifies for an exemption or discount; or
5. The property is wholly or in part outside the service area.

D. REBATE

Developed properties shall be eligible for the rebate under SMC 13.10.120 for constructing approved rain gardens or conservation landscaping at a rate of $2.00 per square foot not to exceed $1,600 for any parcel.

[2017 Ord. 758 § 3 (Exh. A), 2016; Ord. 704 § 1, 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 678 § 1, 2013 (Exh. A); Ord. 659 § 2, 2013; Ord. 650 § 3 (Exh. A), 2012; Ord. 642 § 1, 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 585 § 3(a), 2010; Ord. 528 § 3 (Exh. A), 2008; Ord. 486 § 3, 2007; Ord. 451 §§ 7, 14, 2006; Ord. 404, 2005; Ord. 366, 2004; Ord. 342, 2003; Ord. 315, 2002. Formerly 3.01.070.]

CIty of Shoreline
Fee Schedules

3.01.500 Solid Waste Rate Schedule

Effective 1/1/2018

Solid Waste Rate Schedule from CleanScapes				
Service Level	**Pounds Per Unit**	**Disposal Fee**	**Collection Fee**	**2018 Total Fee**
A. MONTHLY				
1. One 32-gallon Garbage Cart	4.43	$ 1.29	$ 8.41	$ 9.70
B. WEEKLY RESIDENTIAL CURBSIDE SERVICE				
1. One 10-gallon Garbage Micro-Can	6.00	$ 1.75	$ 10.70	$ 12.45
2. One 20-gallon Garbage Cart	12.00	$ 3.50	$ 14.77	$ 18.27
3. One 32/35 -gallon Garbage Cart	19.20	$ 5.60	$ 18.52	$ 24.12
4. One 45-gallon Garbage Cart	27.00	$ 7.88	$ 25.51	$ 33.39
5. One 60/64-gallon Garbage Cart	38.40	$ 11.21	$ 27.04	$ 38.25
6. One 90/96-gallon Garbage Cart	57.60	$ 16.81	$ 31.05	$ 47.86
7. Additional 32 Gallon Cans (weekly svc)	-	$ 5.61	$ 7.50	$ 13.11
8. Extras (32 gallon equivalent)	-	$ 1.29	$ 2.85	$ 4.14
9. Miscellaneous Fees:				
a. Extra Yard Debris (32 gallon bag/bundle/can)				$ 3.00
b. 2nd and Additional 96-Gallon Yard Waste Cart				$ 6.00
c. Return Trip				$ 6.00
d. Roll-out Charge, per 25 ft, per cart, per time				$ 3.00
e. Drive-in Charge, per month				$ 6.00
f. Overweight/Oversize container (per p/u)				$ 3.00
g. Redelivery of one or more containers				$ 10.00
h. Cart Cleaning (per cart per cleaning)				$ 10.00
C. ON-CALL BULKY WASTE COLLECTION				
1. Non-CFC Containing Large Appliances ("white goods"), per item				$ 20.00
2. Refrigerators/Freezers/Air Conditioners per item				$ 30.00
3. Sofas, Chairs, per item		$ 7.29	$ 13.50	$ 20.79
4. Mattresses, Boxsprings, per item		$ 7.29	$ 13.50	$ 20.79
D. WEEKLY COMMERCIAL & MULTIFAMILY CAN AND CART				
1. One 20-gallon Garbage Cart	12.00	$ 3.50	$ 13.31	$ 16.81
2. One 32/35-gallon Garbage Cart	19.20	$ 5.60	$ 14.46	$ 20.06
3. One 45-gallon Garbage Cart	27.00	$ 7.88	$ 16.32	$ 24.20
4. One 60/64-gallon Garbage Cart	38.40	$ 11.21	$ 18.43	$ 29.64
5. One 90/96-gallon Garbage Cart	57.60	$ 16.81	$ 20.42	$ 37.23
6. Extras (32-gallon equivalent)	-	$ 1.29	$ 3.92	$ 5.21
7. Miscellaneous Fees:				
a. Weekly 64-gal Cart Yard Debris/Foodwaste service				$ 24.04
b. Return Trip				$ 7.61
c. Roll-out Charge, per addtn'l 25 ft, per cart, per p/u				$ 1.90
d. Redelivery of containers				$ 12.68
e. Cart Cleaning (per cart per cleaning)				$ 12.68

CIty of Shoreline
Fee Schedules

Service Level	Pounds Per Unit	Disposal Fee	Collection Fee	2018 Total Fee
E. WEEKLY COMMERCIAL DETACHABLE CONTAINER (COMPACTED)				
1. 1 Cubic Yard Container	394.80	$ 115.22	$ 79.65	$ 194.87
2. 1.5 Cubic Yard Container	789.60	$ 230.45	$ 156.76	$ 387.21
3. 2 Cubic Yard Container	1,184.40	$ 345.67	$ 233.87	$ 579.54
4. 3 Cubic Yard Container	1,579.20	$ 460.90	$ 310.97	$ 771.87
5. 4 Cubic Yard Container	1,974.00	$ 576.12	$ 388.09	$ 964.21
6. 6 Cubic Yard Container	592.20	$ 852.57	$ 425.00	$ 1,277.57
F. COMMERCIAL DETACHABLE CONTAINER (LOOSE)				
1. 1 Cubic Yard, 1 pickup/week	112.80	$ 32.92	$ 59.29	$ 92.21
2. 1 Cubic Yard, 2 pickups/week	225.60	$ 65.84	$ 112.26	$ 178.10
3. 1 Cubic Yard, 3 pickups/week	338.40	$ 98.76	$ 165.21	$ 263.97
4. 1 Cubic Yard, 4 pickups/week	451.20	$ 131.69	$ 218.17	$ 349.86
5. 1 Cubic Yard, 5 pickups/week	567.00	$ 164.61	$ 271.13	$ 435.74
6. 1.5 Cubic Yard, 1 pickup/week	169.20	$ 49.38	$ 82.61	$ 131.99
7. 1.5 Cubic Yard, 2 pickups/week	338.40	$ 98.76	$ 158.89	$ 257.65
8. 1.5 Cubic Yard, 3 pickups/week	507.60	$ 148.15	$ 235.16	$ 383.31
9. 1.5 Cubic Yard, 4 pickups/week	676.80	$ 197.53	$ 311.44	$ 508.97
10. 1.5 Cubic Yard, 5 pickups/week	846.00	$ 246.91	$ 387.71	$ 634.62
11. 2 Cubic Yard, 1 pickups/week	225.60	$ 65.84	$ 106.36	$ 172.20
12. 2 Cubic Yard, 2 pickups/week	451.20	$ 131.69	$ 206.36	$ 338.05
13. 2 Cubic Yard, 3 pickups/week	676.80	$ 197.53	$ 306.38	$ 503.91
14. 2 Cubic Yard, 4 pickups/week	902.40	$ 263.37	$ 406.39	$ 669.76
15. 2 Cubic Yard, 5 pickups/week	1,128.00	$ 329.21	$ 506.40	$ 835.61
16. 3 Cubic Yard, 1 pickup/week	338.40	$ 98.76	$ 143.71	$ 242.47
17. 3 Cubic Yard, 2 pickups/week	676.80	$ 197.53	$ 281.09	$ 478.62
18. 3 Cubic Yard, 3 pickups/week	15.20	$ 296.29	$ 418.46	$ 714.75
19. 3 Cubic Yard, 4 pickups/week	1,353.60	$ 395.06	$ 555.84	$ 950.90
20. 3 Cubic Yard, 5 pickups/week	1,692.00	$ 493.82	$ 1,089.23	$ 1,583.05
21. 4 Cubic Yard, 1 pickup/week	451.20	$ 131.69	$ 181.07	$ 312.76
22. 4 Cubic Yard, 2 pickups/week	902.40	$ 263.37	$ 355.81	$ 619.18
23. 4 Cubic Yard, 3 pickups/week	1,353.60	$ 395.06	$ 530.56	$ 925.62
24. 4 Cubic Yard, 4 pickups/week	1,804.80	$ 526.74	$ 705.29	$ 1,232.03
25. 4 Cubic Yard, 5 pickups/week	2,256.00	$ 658.43	$ 880.03	$ 1,538.46
26. 6 Cubic Yard, 1 pickup/week	676.80	$ 197.53	$ 255.80	$ 453.33
27. 6 Cubic Yard, 2 pickups/week	1,353.60	$ 395.06	$ 505.27	$ 900.33
28. 6 Cubic Yard, 3 pickups/week	2,030.40	$ 592.58	$ 754.72	$ 1,347.30
29. 6 Cubic Yard, 4 pickups/week	2,707.20	$ 790.11	$ 1,004.18	$ 1,794.29
30. 6 Cubic Yard, 5 pickups/week	3,384.00	$ 987.64	$ 1,253.65	$ 2,241.29
31. 8 Cubic Yard, 1 pickup/week	902.40	$ 263.37	$ 322.10	$ 585.47
32. 8 Cubic Yard, 2 pickups/week	1,804.80	$ 526.74	$ 637.85	$ 1,164.59
33. 8 Cubic Yard, 3 pickups/week	2,707.20	$ 790.11	$ 953.61	$ 1,743.72
34. 8 Cubic Yard, 4 pickups/week	3,609.60	$ 1,053.48	$ 1,269.36	$ 2,322.84
35. 8 Cubic Yard, 5 pickups/week	4,512.00	$ 1,316.85	$ 1,585.12	$ 2,901.97
36. Extra loose cubic yard in container, per pickup	-	$ 7.61	$ 5.90	$ 13.51

CIty of Shoreline
Fee Schedules

Service Level	Pounds Per Unit	Disposal Fee	Collection Fee	2018 Total Fee
37. Extra loose cubic yard on ground, per pickup	-	$ 7.61	$ 18.58	$ 26.19
38. Detachable Container Miscellaneous Fees (per occurance):				
a. Stand-by Time (per minute)				$ 2.03
b. Container Cleaning (per yard of container size)				$ 12.68
c. Redelivery of Containers				$ 25.36
d. Return Trip				$ 12.68
Service Level (based on pick ups)	**Daily Rent**	**Monthly Rent**	**Delivery Charge**	**Haul Charge**
G. COMMERCIAL & MULTIFAMILY DROP-BOX COLLECTION				
1. Non-compacted 10 cubic yard Drop-box (6 boxes)	7.97	$ 79.75	$ 143.56	$ 202.70
2. Non-compacted 15 cubic yard Drop-box	7.97	$ 79.75	$ 143.56	$ 202.70
3. Non-compacted 20 cubic yard Drop-box (7 boxes)	7.97	$ 111.66	$ 143.56	$ 245.99
4. Non-compacted 25 cubic yard Drop-box	7.97	$ 127.61	$ 143.56	$ 267.57
5. Non-compacted 30 cubic yard Drop-box (11 boxes)	7.97	$ 143.56	$ 143.56	$ 289.18
6. Non-compacted 40 cubic yard Drop-box (2 boxes)	7.97	$ 159.51	$ 143.56	$ 332.41
7. Compacted 10 cubic yard Drop-box (2 boxes)			$ 159.51	$ 256.25
8. Compacted 20 cubic yard Drop-box (3 boxes)			$ 159.51	$ 277.86
9. Compacted 25 cubic yard Drop-box (2 boxes)			$ 159.51	$ 299.46
10. Compacted 30 cubic yard Drop-box (4 boxes)			$ 159.51	$ 321.09
11. Compacted 40 cubic yard Drop-box (1 box)			$ 159.51	$ 364.31
12. Drop-box Miscellaneous Fees				**Per Event**
a. Return Trip				$ 31.69
b. Stand-by Time (per minute)				$ 2.03
c. Container cleaning (per yard of container size)				$ 12.68
d. Drop-box directed to other facility (per one-way mile)				$ 3.80
Service Level	**Pounds Per Unit**	**Disposal Fee**	**Collection Fee**	**Haul Charge**
H. TEMPORARY COLLECTION HAULING				
1. 2 Yard detachable Container	270.00	$ 18.20	$ 131.64	$ 149.84
2. 4 Yard detachable container	540.00	$ 36.40	$ 133.94	$ 170.34
3. 6 Yard detachable container	810.00	$ 54.60	$ 136.25	$ 190.85
4. 8 Yard detachable container	1,080.00	$ 72.79	$ 138.55	$ 211.34
5. Non-compacted 10 cubic yard Drop-box			.	$ 186.81
6. Non-compacted 20 cubic yard Drop-box				$ 215.55
7. Non-compacted 30 cubic yard Drop-box				$ 244.30
8. Non-compacted 40 cubic yard Drop-box				$ 258.66
Service Level		**Delivery Fee**	**Daily Rental**	**Monthly Rental**
I. TEMPORARY COLLECTION CONTAINER RENTAL AND DELIVERY				
1. 2 Yard detachable container		$ 81.39	$ 7.52	$ 81.34
2. 4 Yard detachable container		$ 81.39	$ 7.52	$ 81.34
3. 6 Yard detachable container		$ 81.39	$ 7.52	$ 81.34

CIty of Shoreline
Fee Schedules

Service Level	Delivery Fee	Daily Rental	Monthly Rental
4. 8 Yard detachable container	$ 81.39	$ 7.52	$ 81.34
5. Non-compacted 10 cubic yard Drop-box	$ 106.83	$ 9.87	$ 122.01
6. Non-compacted 20 cubic yard Drop-box	$ 105.78	$ 9.87	$ 122.01
7. Non-compacted 30 cubic yard Drop-box	$ 132.23	$ 9.87	$ 122.01
8. Non-compacted 40 cubic yard Drop-box	$ 34.90	$ 9.87	$ 122.01
J. EVENT SERVICES			**Per Day**
1. Delivery, provision, collection of a set of 3 carts (G, R &C)			$ 31.69
K. HOURLY RATES			**Per Hour**
1. Rear/Side-load packer + driver			$ 158.47
2. Front-load packer + driver			$ 158.47
3. Drop-box Truck + driver			$ 158.47
4. Additional Labor (per person)			$ 85.60

[Ord. 758 § 3 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 622 § 3 (Exh. A), 2011; Ord. 585 § 3(b) (Exh. B), 2010; Ord. 563 § 4 (Exh. B), 2009]

City of Shoreline
Fee Schedules

3.01.800 Fee Waiver

The city manager or designee is authorized to waive the following fees as a city contribution toward events which serve the community and are consistent with adopted city programs:

A. Right-of-way permits (SMC 3.01.010).

B. Facility use and meeting room fees (SMC 3.01.300).

C. Concessionaire permits (SMC 3.01.300).

D. The city manager is authorized to designate collection points in the City Hall lobby, Shoreline Pool, or Spartan Recreation Center for any charitable organization without charge to be used for the donation of food or goods that will benefit Shoreline residents in need.

[Ord. 779 § 1, 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 704 § 1, 2015; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3 (Exh. A), 2012; Ord. 602 § 2, 2011; Ord. 570 § 2, 2010; Ord. 243 § 1, 2000]

3.01.810 Collection Fees (Financial)

	2017 Fee Schedule	2018 Fee Schedule
The maker of any check that is returned to the city due to insufficient funds or a closed account shall be assessed a collection fee	$30.75	$31.75

[Ord. 758 § 3 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 704 § 1, 2015; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3 (Exh. A), 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 585 § 3(b) (Exh. B), 2010; Ord. 528 § 3 (Exh. A), 2008; Ord. 486 § 3, 2007; Ord. 451 §§ 5, 14, 2006; Ord. 315, 2002; Ord. 294 § 1, 2001; Ord. 285 § 1, 2001. Formerly 3.01.040.]

3.01.820 Annual Adjustments

Increases of t~~T~~he fee**s contained in the fee** schedules in this chapter shall be ~~automatically updated~~**calculated** on an annual basis ~~on~~**by** January 1st of each year by the **average for the period that includes the last six months of the previous budget year and the first six months of the current budget year of the** Seattle**-Tacoma-Bremerton** Consumer Price Index for all urban consumers (CPI-U)**, unless the Shoreline Municipal Code calls for the use of another index / other indices, the fee is set by another agency, or specific circumstances apply to the calculation of the fee**. The **appropriate** adjustment shall be calculated each year and included in the city manager's proposed budget. ~~The annual adjustment shall be based on the CPI-U average for the period that includes the last six months of the previous budget year and the first six months of the current budget year.~~ The city manager may choose to not include ~~annual CPI-U~~**the calculated** adjustments in the city manager's proposed budget and the city council may choose to not include ~~annual CPI-U~~**the calculated** adjustments in the adopted budget for select user fees in any individual budget year without impacting the full force of this section for subsequent budget years. The annual adjustments to the fees in this chapter shall be rounded ~~to the nearest quarter-dollar~~**as appropriate to ensure efficient administration of fee collection**.

[Ord. 779 § 1, 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 704 § 1, 2015; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3 (Exh. A), 2012; Ord. 451 § 15, 2006]

CITY BUDGET SUMMARY

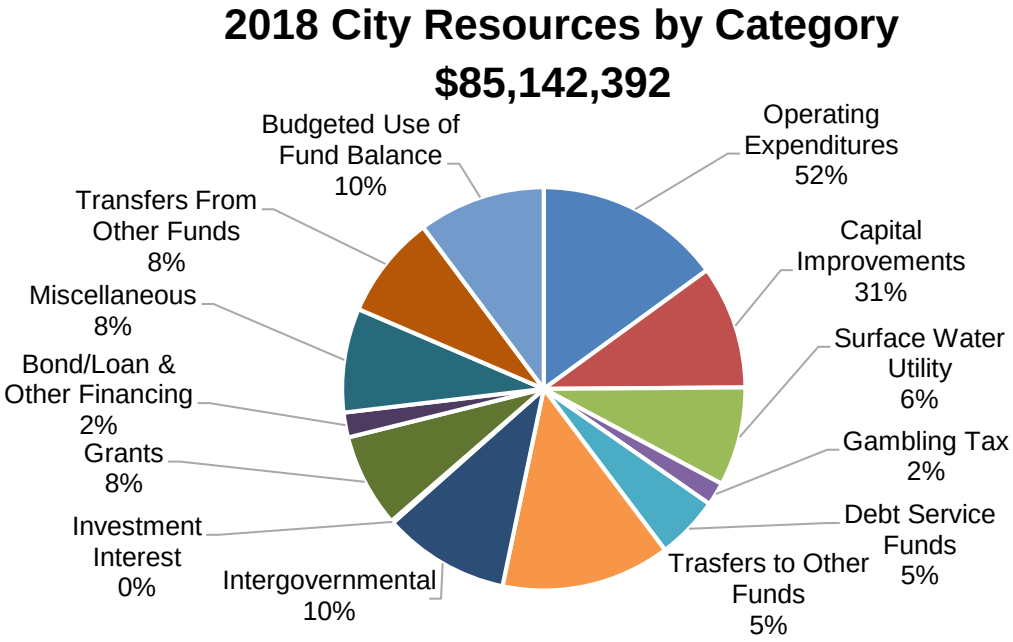
Listed below are the resources and expenditures for all City funds. The resources section lists all revenue and uses by category. Beginning Fund Balance represents the reserves that are available to the City at the beginning of any given year. Operating Uses represent expenses necessary to run the City government on a daily basis while Contingencies represent funding set aside for potential or unforeseen expenditures that may occur. Capital Improvements are the purchases of land, construction of buildings, major street construction or reconstruction, or drainage system improvements. Interfund Transfers represent transfers of funds from one City fund to another City fund to pay for services or capital purposes. Revenues and expenditures are recorded in all funds. Ending Fund Balance represents the reserves that are available to the City at the end of any given year. These reserves represent both reserves for unanticipated events and reserves designated for future capital purposes. The Budgeted Use of Fund Balance is required to balance certain funds and the difference between resources and expenditures presented here may be offset by surpluses in other funds.

	2015 Actual	2016 Actual	2017 Current Budget	2017 Projected	2018 Proposed Budget	2018 Proposed Budget vs. 2017 Current Budget	% Change from 2017 Current Budget
Resources:							
Beginning Fund Balance	$ 34,650,550	$ 34,091,543	$ 41,340,982	$ 38,959,694	$ 31,657,994	$ (9,682,988)	(23.42%)
Revenues:							
Property Tax	$10,672,179	$10,815,205	$12,531,317	$12,270,833	$12,759,858	$228,541	1.82%
Sales Tax	$7,756,235	$8,189,740	$7,969,800	$8,239,609	$8,428,191	458,391	5.75%
Utility Tax & Franchise Fees	$6,482,210	$6,310,151	$6,805,609	$6,737,061	$6,739,894	(65,715)	(0.97%)
Gambling Tax	$1,570,217	$1,559,453	$1,587,425	$1,587,425	$1,587,425	-	0.00%
Other Taxes	$5,143,448	$4,710,643	$3,875,909	$4,915,429	$4,315,279	439,370	11.34%
Licenses, Fees & Charges	$7,734,972	$9,038,691	$25,691,888	$10,199,190	$11,536,594	(14,155,294)	(55.10%)
Intergovernmental	$5,959,771	$5,503,577	$6,060,305	$6,242,487	$8,643,907	2,583,602	42.63%
Investment Interest	$138,684	$240,524	$266,791	$201,293	$162,827	(103,964)	(38.97%)
Grants	$11,591,461	$4,239,864	$11,938,894	$8,589,520	$6,383,403	(5,555,491)	(46.53%)
Bond/Loan & Other Financing	$1,704,720	$3,719,989	$1,700,000	$1,695,996	$1,697,925	(2,075)	(0.12%)
Miscellaneous	$2,824,566	$2,156,248	$4,371,950	$5,125,467	$7,109,664	2,737,714	62.62%
Sub-Total Revenues	**$61,578,463**	**$56,484,085**	**$82,799,888**	**$65,804,310**	**$69,364,967**	**$ (13,434,921)**	**(16.23%)**
Transfers From Other Funds	**$3,856,042**	**$7,483,926**	**$9,076,208**	**$7,628,628**	**$7,087,145**	**(1,989,063)**	**(21.92%)**
Total Revenues	**$65,434,505**	**$63,968,011**	**$91,876,096**	**$73,432,938**	**$76,452,112**	**$ (15,423,984)**	**(16.79%)**
Total Resources	**$100,085,055**	**$98,059,555**	**$133,217,078**	**$112,392,632**	**$108,110,106**	**$ (25,106,972)**	**(18.85%)**
Uses:							
Operating Uses							
Salaries & Wages	$ 9,798,513	$ 10,685,731	$ 12,099,347	$ 11,916,791	$ 12,699,933	$ 600,586	4.96%
Personnel Benefits	3,709,926	3,834,098	4,540,524	4,445,330	4,888,813	348,289	7.67%
Supplies	$ 820,167	$ 1,127,251	$ 1,682,553	$ 1,666,389	$ 937,608	$ (744,945)	(44.27%)
Other Services & Charges	6,488,623	6,858,849	10,108,736	9,466,561	8,705,010	(1,403,726)	(13.89%)
Intergovernmental Services	$ 13,966,843	$ 13,603,866	$ 14,976,465	$ 14,517,507	$ 15,342,237	$ 365,772	2.44%
Capital Outlays	379,720	132,954	776,616	779,860	352,533	(424,083)	(54.61%)
Contingencies	$ -	$ -	$ 1,087,143	$ 155,945	$ 1,278,338	$ 191,195	17.59%
Sub-Total Operating Uses	**$ 35,163,792**	**$ 36,242,748**	**$ 45,271,384**	**$ 42,948,383**	**$ 44,204,472**	**$ (1,066,912)**	**(2.36%)**
Other Uses							
Facilities, Parks and Transp Capital (CIP)	$ 19,048,299	$ 6,939,687	$ 26,461,351	$ 20,479,540	$ 15,920,922	$ (10,540,429)	(39.83%)
*Surface Water Utility	3,770,448	4,016,863	5,357,643	4,966,142	5,998,797	641,154	11.97%
*Wastewater Utility	$ -	$ -	$ 17,676,260	$ 406,213	$ 2,112,308	$ (15,563,952)	(88.05%)
Internal Service Charges	524,316	755,868	898,369	825,227	1,000,083	101,714	11.32%
Debt Service	$ 3,630,615	$ 3,660,769	$ 3,629,130	$ 3,624,726	$ 3,614,967	$ (14,163)	(0.39%)
Interfund Transfers	3,856,042	7,483,925	9,153,198	7,484,407	7,087,145	(2,066,053)	(22.57%)
Sub-Total Other Uses	**$ 30,829,721**	**$ 22,857,112**	**$ 63,175,951**	**$ 37,786,255**	**$ 35,734,222**	**$ (27,441,729)**	**(43.44%)**
Total Uses	**$ 65,993,512**	**$ 59,099,861**	**$ 108,447,335**	**$ 80,734,638**	**$ 79,938,694**	**$ (28,508,641)**	**(26.29%)**
Ending Fund Balance	**$ 34,091,543**	**$ 38,959,694**	**$ 24,769,743**	**$ 31,657,994**	**$ 28,171,412**	**$ 3,401,669**	**13.73%**
Budgeted Use of Fund Balance			$ 16,017,863	$ -	$ 8,690,280		
**These categories include salaries and benefits for City staff. In 2018, these total*				$ 5,028,986			

THE CITY BUDGET

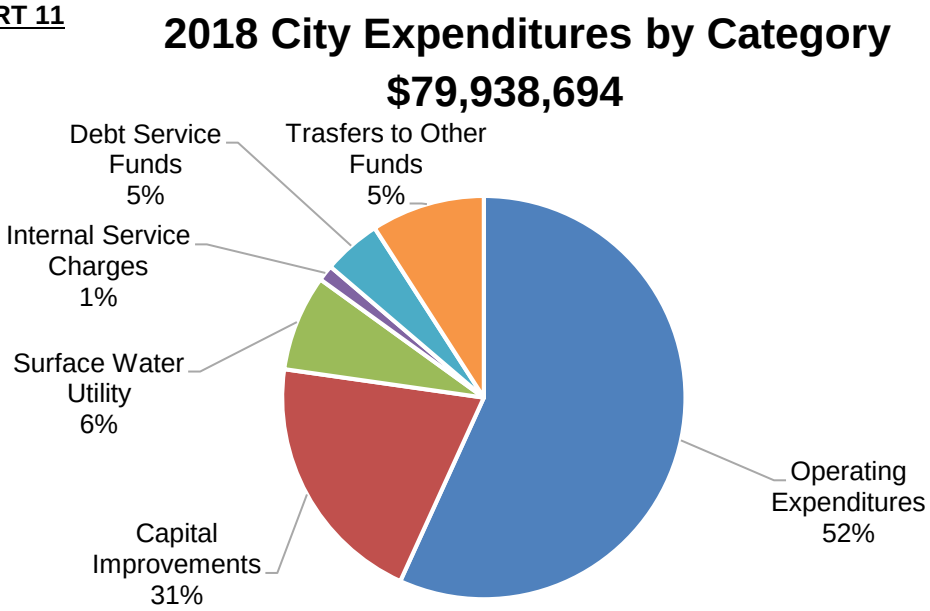
Where the money will come from …

CHART 10



How will the money be spent …

CHART 11



Comparative Budget Worksheet By Object

Object	2017 Adopted Budget	2017 Current Budget	2017 YTD Actuals	2017 Current Year Est.	2018 Base Budget	2018 Dept Request	2018 Supplemental Request	2018 Proposed Budget	2018 Final Budget	Change in Budget	Pct Chg
Department 11 City Manager											
Revenue Accounts											
3216000 - Buss Lic-Professional/Occuptnl	5,150	5,150	522	5,150	5,150	5,150	0	5,150	5,150	0	0.00%
3216003 - Buss Lic-WATCH Program	125	125	0	125	125	125	0	125	125	0	0.00%
3219900 - Business Licensing	190,000	190,000	128,409	190,000	190,000	190,000	0	190,000	190,000	0	0.00%
3371401 - SOUND TRANSIT	0	1,381,679	327,887	875,262	0	1,373,790	0	1,373,790	1,373,790	-7,889	-0.57%
3379000 - Interlocal Government-Other	0	48,500	0	0	0	0	0	0	0	-48,500	-100.00%
3379002 - Port of Seattle EcoDev Ptrship	0	0	49,500	103,490	0	0	0	0	0	0	0.00%
3417522 - Franchise Reimbursements-Elect	200	200	0	50	200	200	0	200	200	0	0.00%
3458900 - Hearing Examiner Appeal Fee	1,000	1,000	0	500	1,000	1,000	0	1,000	1,000	0	0.00%
3590004 - Buss Lic - Penalties	50	50	0	0	50	0	0	0	0	-50	-100.00%
3625020 - Lease Rev Highland Park Center	48,627	48,627	36,347	48,742	50,104	50,104	0	50,104	50,104	1,477	3.03%
3625021 - CAM Highland Park Center	7,182	7,182	5,575	7,182	7,182	7,182	0	7,182	7,182	0	0.00%
3625022 - Lease Revenue Admin Fee	2,260	2,260	1,507	2,260	2,260	2,260	0	2,260	2,260	0	0.00%
Total Revenue Accounts:	254,594	1,684,773	549,747	1,232,761	256,071	1,629,811	0	1,629,811	1,629,811	-54,962	-3.26%
Department 16 Administrative Services											
Revenue Accounts											
3371401 - SOUND TRANSIT	0	0	0	0	0	0	0	0	0	0	0.00%
3414300 - Financial/Accounting Services	1,800	1,800	900	900	1,800	0	0	0	0	-1,800	-100.00%
3457001 - Video and Audio Taping Service	1,826	1,826	0	1,826	1,826	1,826	0	1,826	1,826	0	0.00%
3624005 - City Hall Rentals	0	5,000	3,353	5,000	5,000	5,000	0	5,000	5,000	0	0.00%
3625026 - Rent - NMF(Brugger's Bog)	119,086	119,086	59,543	119,086	119,086	119,086	0	119,086	119,086	0	0.00%
3691101 - Misc Rev_Sale of Non-Cap Asset	0	0	530	0	0	0	0	0	0	0	0.00%
3698100 - Misc-Cash Over/Short	0	0	0	0	0	0	0	0	0	0	0.00%
3699100 - Miscellaneous Revenue	0	0	0	0	0	0	0	0	0	0	0.00%
3699103 - Credit Card Rebate	10,385	10,385	10,360	10,385	10,385	10,385	0	10,385	10,385	0	0.00%
3699104 - Ronald Wastewater for City Wor	192,900	192,900	0	192,900	0	0	0	0	0	-192,900	-100.00%
3970000 - Operating Transfers In	0	144,221	0	144,221	0	0	0	0	0	-144,221	-100.00%
Total Revenue Accounts:	325,997	475,218	74,686	474,318	138,097	136,297	0	136,297	136,297	-338,921	-71.31%
Department 17 City Wide											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	6,111,273	7,118,073	0	0	1,046,220	3,581,091	767,379	4,348,470	4,348,470	-2,769,603	-38.90%
3111000 - Property Tax	12,531,317	12,531,317	6,558,957	12,270,833	12,531,317	12,759,858	0	12,759,858	12,759,858	228,541	1.82%
3131100 - Sales & Use Tax, Repl 3131000	7,969,800	7,969,800	4,115,658	8,239,609	7,969,800	8,428,191	0	8,428,191	8,428,191	458,391	5.75%
3136200 - Utility Tax-Storm Drainage	272,449	272,449	131,881	254,661	272,449	267,394	0	267,394	267,394	-5,055	-1.85%
3164200 - Private Utility, Tax-Water	0	0	39,804	0	0	0	0	0	0	0	0.00%
3164300 - Private Utility, Tax-Gas	906,500	906,500	554,397	961,800	906,500	906,500	0	906,500	906,500	0	0.00%
3164500 - Private Utility, Tax-Garbage	559,360	559,360	267,899	533,300	559,360	546,000	0	546,000	546,000	-13,360	-2.38%
3164600 - Private Utility, Tax-Cable	1,044,700	1,044,700	578,648	1,044,700	1,044,700	1,076,000	0	1,076,000	1,076,000	31,300	2.99%
3164701 - Priv Util Tax-Tele,Cell,Pager	1,421,640	1,421,640	627,976	1,269,000	1,421,640	1,269,000	0	1,269,000	1,269,000	-152,640	-10.73%

Comparative Budget Worksheet By Object

Object	2017 Adopted Budget	2017 Current Budget	2017 YTD Actuals	2017 Current Year Est.	2018 Base Budget	2018 Dept Request	2018 Supplemental Request	2018 Proposed Budget	2018 Final Budget	Change in Budget	Pct Chg
3168100 - Gambling Tax-Punch & Pull Tabs	112,300	112,300	49,601	112,300	112,300	112,300	0	112,300	112,300	0	0.00%
3168200 - Gambling-Bingo and Raffles	0	0	106	0	0	0	0	0	0	0	0.00%
3168300 - Gambling-Amusement Games	125	125	19,775	125	125	125	0	125	125	0	0.00%
3168400 - Gambling-Card Games	1,475,000	1,475,000	724,728	1,475,000	1,475,000	1,475,000	0	1,475,000	1,475,000	0	0.00%
3172000 - Leasehold Excise Tax	7,200	7,200	3,581	7,200	7,200	7,200	0	7,200	7,200	0	0.00%
3219101 - Franchise Fee - Cable	915,450	915,450	432,306	915,450	915,450	942,900	0	942,900	942,900	27,450	2.99%
3219103 - Franchise Fee - Water	800,510	800,510	397,805	875,100	800,510	822,900	0	822,900	822,900	22,390	2.79%
3219104 - Franchise Fee - Sewage	884,800	884,800	662,250	883,000	909,000	909,000	0	909,000	909,000	24,200	2.73%
3360694 - Liquor Excise Tax	251,667	251,667	189,493	245,200	251,667	265,477	0	265,477	265,477	13,810	5.48%
3360695 - Liquor Board Profits	455,372	455,372	227,567	449,983	455,372	447,318	0	447,318	447,318	-8,054	-1.76%
3377100 - City of Seattle-Cty Light Cont	1,921,700	1,921,700	1,345,444	2,094,700	1,921,700	2,212,000	0	2,212,000	2,212,000	290,300	15.10%
3379000 - Interlocal Government-Other	0	0	7,621	0	0	0	0	0	0	0	0.00%
3417500 - Sales of Nontaxable Merchandis	0	0	1,854	0	0	0	0	0	0	0	0.00%
3417520 - Franchise Reimbursements-Cable	0	0	5,000	0	0	0	0	0	0	0	0.00%
3599003 - Fine/Penalties-Gambling Tax	0	0	264	0	0	0	0	0	0	0	0.00%
3611100 - Investment Interest	40,000	40,000	21,482	40,000	40,000	40,000	0	40,000	40,000	0	0.00%
3611101 - Bank Interest_OpusBank	0	0	32,914	0	0	0	0	0	0	0	0.00%
3611110 - LGIP Investment Interest	29,000	29,000	32,337	29,000	29,000	29,000	0	29,000	29,000	0	0.00%
3613100 - Realized Investment Gain\Loss	0	0	-3,557	0	0	0	0	0	0	0	0.00%
3614000 - Local Sales Interest	1,600	1,600	3,739	1,600	1,600	1,600	0	1,600	1,600	0	0.00%
3628002 - Vend Machine Proceeds-Non Tax	0	0	14	0	0	0	0	0	0	0	0.00%
3694002 - Judgements/Settlements	0	0	70,354	0	0	0	0	0	0	0	0.00%
3698100 - Misc-Cash Over/Short	0	0	-44	0	0	0	0	0	0	0	0.00%
3699100 - Miscellaneous Revenue	2,500	2,500	68	2,500	2,500	2,500	0	2,500	2,500	0	0.00%
3790000 - Capital Contri	0	0	-7,621	0	0	0	0	0	0	0	0.00%
3951001 - Proceed_Sale Cap Aset	0	0	2,571	0	0	0	0	0	0	0	0.00%
3970000 - Operating Transfers In	500,799	500,799	500,799	506,938	0	630,645	124,759	755,404	755,404	254,605	50.83%
3970001 - Trans In GF Overhead	1,030,288	1,030,288	772,716	1,030,288	1,765,578	1,077,991	0	1,077,991	1,077,991	47,703	4.63%
Total Revenue Accounts:	39,245,350	40,252,150	18,368,387	33,242,287	34,438,988	37,809,990	892,138	38,702,128	38,702,128	-1,550,022	-3.85%
Department 18 Human Resources											
Revenue Accounts											
3699100 - Miscellaneous Revenue	0	0	0	0	0	500	0	500	500	500	0.00%
3699102 - Misc. Rev. Flex-Plan Forfeits	0	0	111	0	0	0	0	0	0	0	0.00%
Total Revenue Accounts:	0	0	111	0	0	500	0	500	500	500	0.00%
Department 20 Police											
Revenue Accounts											
3137100 - Local Criminal Justice Funding	1,476,779	1,476,779	848,620	1,521,945	1,570,543	1,570,543	0	1,570,543	1,570,543	93,764	6.34%
3311673 - DOJ-Smart Policing FY15	0	521,253	44,176	521,253	0	0	0	0	0	-521,253	-100.00%
3312110 - US Treas. Secret Service Reimb	0	0	0	0	0	0	0	0	0	0	0.00%
3332062 - Traffic Safety Equipment Grant	0	0	746	0	0	0	0	0	0	0	0.00%

Comparative Budget Worksheet By Object

Object	2017 Adopted Budget	2017 Current Budget	2017 YTD Actuals	2017 Current Year Est.	2018 Base Budget	2018 Dept Request	2018 Supplemental Request	2018 Proposed Budget	2018 Final Budget	Change in Budget	Pct Chg
3332066 - WTSC Fed Emphasis Patrols	0	0	7,287	7,287	0	0	0	0	0	0	0.00%
3360621 - MVET - Violent Crime	17,047	17,047	11,579	17,047	17,047	17,069	0	17,069	17,069	22	0.12%
3360625 - MVET - CJ Contracted Service	99,420	99,420	71,521	95,983	99,420	98,160	0	98,160	98,160	-1,260	-1.26%
3360626 - Criminal Justice-Special Prgms	14,869	14,869	10,936	14,869	14,869	15,175	0	15,175	15,175	306	2.05%
3360641 - Marijuana Enforcement	20,000	20,000	13,364	20,000	20,000	19,271	0	19,271	19,271	-729	-3.64%
3360651 - DUI/Other Criminal Just Assist	10,000	10,000	6,265	10,000	10,000	10,000	0	10,000	10,000	0	0.00%
3379000 - Interlocal Government-Other	45,726	45,726	22,863	45,726	45,726	46,472	0	46,472	46,472	746	1.63%
3421001 - Fircrest Patrol	0	0	0	0	0	0	0	0	0	0	0.00%
3421100 - Police SET Unit Charges	0	0	961	0	0	0	0	0	0	0	0.00%
3421900 - DUI Car Impound Admin Fee	45,000	45,000	0	45,000	45,000	45,000	0	45,000	45,000	0	0.00%
3599001 - Fines/Penalties-Code Violation	4,000	4,000	275	4,000	4,000	4,000	0	4,000	4,000	0	0.00%
3621002 - Vehicle Rental_Kenmore Jail Va	2,390	2,390	1,336	2,390	0	0	0	0	0	-2,390	-100.00%
3625024 - Police Station Facility Rental	551	551	0	551	568	568	0	568	568	17	3.08%
3628003 - Merchandise Sales	500	500	0	500	500	500	0	500	500	0	0.00%
3790000 - Capital Contri	0	0	7,621	0	0	0	0	0	0	0	0.00%
Total Revenue Accounts:	1,736,282	2,257,535	1,047,550	2,306,551	1,827,673	1,826,758	0	1,826,758	1,826,758	-430,777	-19.08%
Department 21 Criminal Justice											
Revenue Accounts											
3531000 - Traffic Infraction Refund	450,000	450,000	0	371,875	400,000	400,000	0	400,000	400,000	-50,000	-11.11%
Total Revenue Accounts:	450,000	450,000	0	371,875	400,000	400,000	0	400,000	400,000	-50,000	-11.11%
Department 24 Parks, Recreation, Cultural Sv											
Revenue Accounts											
3219000 - Concession Permits	900	900	2,678	2,300	900	2,000	0	2,000	2,000	1,100	122.22%
3360626 - Criminal Justice-Special Prgms	21,160	21,160	15,562	21,160	21,160	21,595	0	21,595	21,595	435	2.05%
3473000 - YTDP-Trips_No Tax	385	385	3,911	385	385	385	0	385	385	0	0.00%
3473001 - YTDP-Classes_No Tax	3,816	3,816	6,188	3,816	3,816	3,816	0	3,816	3,816	0	0.00%
3473002 - YTDP-Trips_Taxable	3,108	3,108	0	3,108	3,108	3,108	0	3,108	3,108	0	0.00%
3473101 - Pool-Lessons	212,750	212,750	191,828	218,700	212,750	212,550	0	212,550	212,550	-200	-0.09%
3473102 - Pool-Fitness Classes_No Tax	22,000	22,000	12,644	19,328	22,000	20,000	0	20,000	20,000	-2,000	-9.09%
3473103 - Pool-Arthritis Program_NoTax	6,500	6,500	3,028	5,735	6,500	6,000	0	6,000	6,000	-500	-7.69%
3473104 - Pool-Admissions/Drop In_Taxabl	65,000	65,000	47,348	63,102	65,000	65,000	0	65,000	65,000	0	0.00%
3473105 - Activity Fee-Pool Rental_Taxab	0	0	0	0	0	0	0	0	0	0	0.00%
3473107 - Pool-Locker Fees	1,400	1,400	709	1,288	1,400	1,400	0	1,400	1,400	0	0.00%
3473111 - Pool-WaterSafetyCourse_No Tax	8,500	8,500	5,017	6,572	8,500	8,500	0	8,500	8,500	0	0.00%
3473113 - SRC-Admissions/Drop In_Taxable	40,000	40,000	28,804	40,000	40,000	40,000	0	40,000	40,000	0	0.00%
3473114 - YTDP-Camps_No Tax	14,600	14,600	15,640	14,600	14,600	14,600	0	14,600	14,600	0	0.00%
3476116 - Preschool Sports Skills_No Tax	0	0	36,293	0	0	35,000	0	35,000	35,000	35,000	0.00%
3476220 - Preschool-Sports Skills_Taxabl	35,000	35,000	0	35,000	35,000	0	0	0	0	-35,000	-100.00%
3476221 - Preschool-Arts	42,000	42,000	56,666	44,000	42,000	42,000	0	42,000	42,000	0	0.00%
3476222 - Preschool-Indoor Play-Taxable	17,000	17,000	10,358	17,000	17,000	17,000	0	17,000	17,000	0	0.00%

Comparative Budget Worksheet By Object

Object	2017 Adopted Budget	2017 Current Budget	2017 YTD Actuals	2017 Current Year Est.	2018 Base Budget	2018 Dept Request	2018 Supplemental Request	2018 Proposed Budget	2018 Final Budget	Change in Budget	Pct Chg
3476329 - Youth-Camp Shoreline_Taxable	357,764	357,764	0	357,764	357,764	332,564	0	332,564	332,564	-25,200	-7.04%
3476330 - Youth Camp Shoreline-No Tax	0	0	332,427	0	0	0	0	0	0	0	0.00%
3476331 - Youth Arts-No Tax	45,000	45,000	44,425	50,000	45,000	47,500	0	47,500	47,500	2,500	5.55%
3476334 - Youth Sports Skills-Taxable	0	0	1,121	0	0	0	0	0	0	0	0.00%
3476336 - Youth-Special Interest_No Tax	25,000	25,000	24,757	25,000	25,000	25,000	0	25,000	25,000	0	0.00%
3476339 - Youth-Sports Skills_No Tax	40,000	40,000	54,473	45,000	40,000	45,000	0	45,000	45,000	5,000	12.50%
3476441 - Adult-Arts-No Tax	7,000	7,000	4,581	7,000	7,000	6,000	0	6,000	6,000	-1,000	-14.28%
3476442 - Adult-Sports Leagues	18,000	18,000	6,466	7,500	18,000	7,000	0	7,000	7,000	-11,000	-61.11%
3476444 - Adult-Special Interest	3,000	3,000	3,367	3,000	3,000	4,000	0	4,000	4,000	1,000	33.33%
3476445 - Adult Health & Fitness_Taxable	0	0	6,366	6,000	0	6,000	0	6,000	6,000	6,000	0.00%
3476446 - Adult-Health/Fitness_No Tax	68,000	68,000	49,418	68,000	68,000	68,000	0	68,000	68,000	0	0.00%
3476555 - Spec Rec-Trips_No Tax	12,000	12,000	1,880	12,000	12,000	5,000	0	5,000	5,000	-7,000	-58.33%
3476556 - Spec Rec-Event_Taxable	0	0	9,453	7,500	0	5,500	0	5,500	5,500	5,500	0.00%
3476558 - Spec Rec-Class_No Tax	78,000	78,000	67,473	78,000	78,000	78,000	0	78,000	78,000	0	0.00%
3476560 - Special Events (Taxable)	0	0	27	0	0	0	0	0	0	0	0.00%
3476665 - City Wide-Celebrate Shoreline	16,000	16,000	15,600	15,100	16,000	15,100	0	15,100	15,100	-900	-5.62%
3476666 - Celebrate Shoreline_B&O	0	0	650	0	0	0	0	0	0	0	0.00%
3476667 - Adult-Outdoor Activity, Taxabl	10,000	10,000	8,077	10,000	10,000	10,000	0	10,000	10,000	0	0.00%
3476668 - Beer Garden Proceeds-Taxable	2,000	2,000	0	0	2,000	0	0	0	0	-2,000	-100.00%
3476998 - LFP Residential Discount	13,624	13,624	6,812	13,624	14,085	14,085	0	14,085	14,085	461	3.38%
3476999 - Shoreline Scholarship Clearing	-45,500	-45,500	-37,395	-45,500	-45,500	-50,000	0	-50,000	-50,000	-4,500	9.89%
3621001 - Vehicle Rental_Short Trm_Kruck	200	200	200	200	200	206	0	206	206	6	3.00%
3624001 - Indoor Parks Facilities Rental	80,000	80,000	74,339	94,000	80,000	94,000	0	94,000	94,000	14,000	17.50%
3624002 - Picnic Shelter Rental	30,000	30,000	35,068	34,050	30,000	33,000	0	33,000	33,000	3,000	10.00%
3624004 - Booth Rental	4,700	4,700	0	4,700	4,700	4,700	0	4,700	4,700	0	0.00%
3624005 - City Hall Rentals	0	0	0	0	0	0	0	0	0	0	0.00%
3624006 - Pool-Rental_Taxable	56,000	56,000	36,871	60,319	56,000	58,000	0	58,000	58,000	2,000	3.57%
3624007 - Pool-Rental_No Tax	0	0	8,655	5,937	0	6,000	0	6,000	6,000	6,000	0.00%
3624008 - Tennis Court Rental	2,000	2,000	1,806	1,800	2,000	1,800	0	1,800	1,800	-200	-10.00%
3624009 - Use Permit Fees	1,000	1,000	5,775	5,700	1,000	1,000	0	1,000	1,000	0	0.00%
3624010 - Synthetic Field Rental-Youth	0	0	66,016	110,197	0	117,000	0	117,000	117,000	117,000	0.00%
3624011 - Synthetic Field Rental-Adult	350,000	350,000	144,640	193,400	350,000	203,000	0	203,000	203,000	-147,000	-42.00%
3624012 - Grass/Dirt Field Rental-Youth	0	0	33,531	40,420	0	38,000	0	38,000	38,000	38,000	0.00%
3624013 - Grass/Dirt Field Rental-Adult	0	0	15,174	20,037	0	20,000	0	20,000	20,000	20,000	0.00%
3625027 - Rent - SWM to PARKS Property	20,552	20,552	20,552	20,552	20,552	26,101	0	26,101	26,101	5,549	27.00%
3626000 - Rental Income-Caretaker House	5,581	5,581	4,286	5,712	5,712	5,712	0	5,712	5,712	131	2.34%
3628002 - Vend Machine Proceeds-Non Tax	1,000	1,000	671	1,264	1,000	1,000	0	1,000	1,000	0	0.00%
3628003 - Merchandise Sales	4,600	4,600	3,833	4,671	4,600	4,600	0	4,600	4,600	0	0.00%
3629001 - Use of Property - Cell Tower	97,049	97,049	45,272	68,407	68,407	68,407	0	68,407	68,407	-28,642	-29.51%
3629003 - Community Garden Application	3,040	3,040	3,020	3,040	3,040	3,060	0	3,060	3,060	20	0.65%
3670100 - Donate From Non Govt Sources	0	0	0	0	4,434	4,434	0	4,434	4,434	4,434	0.00%

Comparative Budget Worksheet By Object

Object	2017 Adopted Budget	2017 Current Budget	2017 YTD Actuals	2017 Current Year Est.	2018 Base Budget	2018 Dept Request	2018 Supplemental Request	2018 Proposed Budget	2018 Final Budget	Change in Budget	Pct Chg
3671012 - Connie King Scholarship Fund	0	0	144	0	0	0	0	0	0	0	0.00%
3672200 - Donate From Priv Src-Memorial	2,000	2,000	8,000	2,000	2,000	4,000	0	4,000	4,000	2,000	100.00%
3698100 - Misc-Cash Over/Short	0	0	202	-40	0	0	0	0	0	0	0.00%
3699100 - Miscellaneous Revenue	4,000	4,000	0	4,000	4,000	4,200	0	4,200	4,200	200	5.00%
Total Revenue Accounts:	1,805,729	1,805,729	1,544,707	1,836,448	1,782,113	1,809,923	0	1,809,923	1,809,923	4,194	0.23%
Department 25 Planning & Community											
Revenue Accounts											
3221011 - Permits-Building & Structures	557,000	815,614	515,863	644,000	557,000	1,256,292	0	1,256,292	1,256,292	440,678	54.03%
3221012 - Permits, Bldg/Struct- Plumbing	1,000	1,000	0	1,000	1,000	1,750	0	1,750	1,750	750	75.00%
3221013 - Permits,Bldg/Struct-Electrical	19,000	19,000	25,821	38,000	19,000	35,000	0	35,000	35,000	16,000	84.21%
3221131 - Mechanical Fees/Permits	86,750	86,750	200,426	278,100	86,750	159,000	0	159,000	159,000	72,250	83.28%
3221241 - Land Use Fees/Permits	104,000	104,000	269,254	300,000	104,000	190,000	0	190,000	190,000	86,000	82.69%
3221501 - Fire System Fees/Permits	13,000	13,000	19,680	31,600	13,000	26,000	0	26,000	26,000	13,000	100.00%
3417500 - Sales of Nontaxable Merchandis	0	0	270	265	0	0	0	0	0	0	0.00%
3424011 - Inspection Service-Plumbing	65,000	65,000	44,813	85,400	65,000	115,000	0	115,000	115,000	50,000	76.92%
3458311 - Plan Check Fees	524,528	1,004,811	721,423	893,000	524,528	932,986	0	932,986	932,986	-71,825	-7.14%
3458900 - Hearing Examiner Appeal Fee	5,000	5,000	0	5,000	5,000	5,000	0	5,000	5,000	0	0.00%
3458901 - MF Tax Exemption Application	0	0	350	350	0	0	0	0	0	0	0.00%
3458991 - Environmental Review(SEPA/EIS)	7,500	7,500	6,113	12,200	7,500	7,500	0	7,500	7,500	0	0.00%
3698100 - Misc-Cash Over/Short	0	0	0	0	0	0	0	0	0	0	0.00%
3699100 - Miscellaneous Revenue	0	24,000	0	24,000	0	8,415	0	8,415	8,415	-15,585	-64.93%
Total Revenue Accounts:	1,382,778	2,145,675	1,804,013	2,312,915	1,382,778	2,736,943	0	2,736,943	2,736,943	591,268	27.55%
Department 27 Public Works											
Revenue Accounts											
3224001 - Right of Way Fees/Permits	290,000	290,000	178,514	278,000	290,000	280,000	0	280,000	280,000	-10,000	-3.44%
3336612 - EPA National Estuary Prog Grnt	0	0	0	0	0	0	0	0	0	0	0.00%
3340311 - DOE -CPG Grant	10,439	10,439	10,439	10,439	10,439	0	0	0	0	-10,439	-100.00%
3371401 - SOUND TRANSIT	1,152,479	0	0	0	0	0	0	0	0	0	0.00%
3372101 - KC Recyl-Cty Opt Pgm (COP/WRR)	0	68,994	0	46,997	0	21,997	0	21,997	21,997	-46,997	-68.11%
3372102 - KC Lcl Haz Wst Mgmt Pgm(LHWMP)	26,378	26,378	0	26,378	26,378	11,466	0	11,466	11,466	-14,912	-56.53%
3625023 - Long Term ROW Lease Revenue	0	0	0	0	0	0	0	0	0	0	0.00%
3671900 - Contrib. from Solid Waste Prov	295,734	295,734	207,940	295,734	295,734	309,118	0	309,118	309,118	13,384	4.52%
3698100 - Misc-Cash Over/Short	0	0	-146	0	0	0	0	0	0	0	0.00%
3980000 - Ins Recovery Non Capital	15,000	15,000	0	15,000	15,000	15,000	0	15,000	15,000	0	0.00%
Total Revenue Accounts:	1,790,030	706,545	396,747	672,548	637,551	637,581	0	637,581	637,581	-68,964	-9.76%
Department 33 Community Services											
Revenue Accounts											
3319701 - EMPG-Emer Mgmt Perform Grant	0	0	0	0	0	0	0	0	0	0	0.00%
3331400 - CDBG Grant Allocation	116,900	116,900	0	116,900	116,900	121,384	0	121,384	121,384	4,484	3.83%
3331401 - CDBG Grant Administration	28,900	28,900	0	28,900	28,900	30,030	0	30,030	30,030	1,130	3.91%

Comparative Budget Worksheet By Object

Object	2017 Adopted Budget	2017 Current Budget	2017 YTD Actuals	2017 Current Year Est.	2018 Base Budget	2018 Dept Request	2018 Supplemental Request	2018 Proposed Budget	2018 Final Budget	Change in Budget	Pct Chg
3332000 - CDBG Grant Administration	0	0	0	0	0	0	0	0	0	0	0.00%
3339701 - FEMA INDIRECT WA ST MIL DEPT	31,213	31,213	10,317	31,213	31,213	31,266	0	31,266	31,266	53	0.16%
3360626 - Criminal Justice-Special Prgms	21,160	21,160	15,562	21,160	21,160	21,595	0	21,595	21,595	435	2.05%
3360694 - Liquor Excise Tax	5,136	5,136	3,867	5,004	5,136	5,418	0	5,418	5,418	282	5.49%
3360695 - Liquor Board Profits	9,293	9,293	4,644	9,183	9,293	9,129	0	9,129	9,129	-164	-1.76%
3980000 - Ins Recovery Non Capital	0	0	656	0	0	0	0	0	0	0	0.00%
Total Revenue Accounts:	212,602	212,602	35,046	212,360	212,602	218,822	0	218,822	218,822	6,220	2.92%
Total General Fund:	47,203,362	49,990,227	23,820,994	42,662,063	41,075,873	47,206,625	892,138	48,098,763	48,098,763	-1,891,464	-3.78%
Department 27 Public Works											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	197,725	200,260	0	0	100,000	575,818	12,920	588,738	588,738	388,478	193.98%
3360071 - Multimodal Transpo City	0	0	18,403	0	0	0	0	0	0	0	0.00%
3360087 - MV Fuel Tax	1,254,322	1,254,322	656,132	1,244,424	1,254,322	1,273,537	0	1,273,537	1,273,537	19,215	1.53%
3611100 - Investment Interest	2,500	2,500	1,308	2,500	2,500	2,500	0	2,500	2,500	0	0.00%
3611101 - Bank Interest_OpusBank	0	0	2,601	0	0	0	0	0	0	0	0.00%
3611110 - LGIP Investment Interest	0	0	1,104	0	0	0	0	0	0	0	0.00%
3951001 - Proceed_Sale Cap Aset	0	0	7,145	0	0	0	0	0	0	0	0.00%
3970000 - Operating Transfers In	0	0	0	0	0	0	54,827	54,827	54,827	54,827	0.00%
3970003 - Transfer IN GF Support	244,403	244,403	122,202	244,403	244,403	437,213	0	437,213	437,213	192,810	78.89%
3980000 - Ins Recovery Non Capital	20,000	20,000	23,017	20,000	20,000	20,000	0	20,000	20,000	0	0.00%
Total Revenue Accounts:	1,718,950	1,721,485	831,912	1,511,327	1,621,225	2,309,068	67,747	2,376,815	2,376,815	655,330	38.06%
Total Street Fund:	1,718,950	1,721,485	831,912	1,511,327	1,621,225	2,309,068	67,747	2,376,815	2,376,815	655,330	38.06%
Department 25 Planning & Community											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	19,450	19,450	0	0	19,450	34,450	15,000	49,450	49,450	30,000	154.24%
3599001 - Fines/Penalties-Code Violation	0	0	6,548	6,548	0	0	0	0	0	0	0.00%
3611100 - Investment Interest	100	100	8	100	100	100	0	100	100	0	0.00%
3611101 - Bank Interest_OpusBank	0	0	600	400	0	0	0	0	0	0	0.00%
3611110 - LGIP Investment Interest	450	450	765	50	450	450	0	450	450	0	0.00%
3694001 - Judgement/Settle-Abatemnt Coll	80,000	80,000	4,000	0	80,000	80,000	0	80,000	80,000	0	0.00%
3694002 - Judgements/Settlements	0	0	200,000	200,000	0	0	0	0	0	0	0.00%
Total Revenue Accounts:	100,000	100,000	211,921	207,098	100,000	115,000	15,000	130,000	130,000	30,000	30.00%
Total Code Abatement Fund:	100,000	100,000	211,921	207,098	100,000	115,000	15,000	130,000	130,000	30,000	30.00%
Department 20 Police											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	195,800	195,800	0	0	0	0	0	0	0	-195,800	-100.00%
3611100 - Investment Interest	0	0	14	0	0	0	0	0	0	0	0.00%
3611101 - Bank Interest_OpusBank	0	0	776	0	0	0	0	0	0	0	0.00%
3611110 - LGIP Investment Interest	0	0	130	0	0	0	0	0	0	0	0.00%

Comparative Budget Worksheet By Object

Object	2017 Adopted Budget	2017 Current Budget	2017 YTD Actuals	2017 Current Year Est.	2018 Base Budget	2018 Dept Request	2018 Supplemental Request	2018 Proposed Budget	2018 Final Budget	Change in Budget	Pct Chg
3693000 - State Asset Seizure Funds	18,243	18,243	860	418,140	18,243	18,243	0	18,243	18,243	0	0.00%
Total Revenue Accounts:	214,043	214,043	1,780	418,140	18,243	18,243	0	18,243	18,243	-195,800	-91.47%
Total State Drug Enforcement Forfeit:	214,043	214,043	1,780	418,140	18,243	18,243	0	18,243	18,243	-195,800	-91.47%
Department 24 Parks, Recreation, Cultural Sv											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	78,580	88,203	0	0	78,580	190,246	0	190,246	190,246	102,043	115.69%
3334500 - Indirect Natl Endowmt-Arts	3,500	3,500	0	0	3,500	0	0	0	0	-3,500	-100.00%
3373104 - KC-4Culture Culture Dev. Auth.	4,500	4,500	0	5,000	4,500	5,000	0	5,000	5,000	500	11.11%
3611100 - Investment Interest	0	0	9	0	0	0	0	0	0	0	0.00%
3611101 - Bank Interest_OpusBank	0	0	1,087	0	0	0	0	0	0	0	0.00%
3611110 - LGIP Investment Interest	0	0	251	0	0	0	0	0	0	0	0.00%
3670100 - Donate From Non Govt Sources	0	0	0	0	0	0	0	0	0	0	0.00%
Total Revenue Accounts:	86,580	96,203	1,347	5,000	86,580	195,246	0	195,246	195,246	99,043	102.95%
Total Public Arts Fund:	86,580	96,203	1,347	5,000	86,580	195,246	0	195,246	195,246	99,043	102.95%
Department 20 Police											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	287,197	287,197	0	0	0	0	0	0	0	-287,197	-100.00%
3611100 - Investment Interest	0	0	17	0	0	0	0	0	0	0	0.00%
3611101 - Bank Interest_OpusBank	0	0	1,125	0	0	0	0	0	0	0	0.00%
3611110 - LGIP Investment Interest	200	200	233	200	200	200	0	200	200	0	0.00%
3693300 - Federal Asset Seizure Funds	13,000	13,000	0	13,000	12,800	12,800	0	12,800	12,800	-200	-1.53%
Total Revenue Accounts:	300,397	300,397	1,375	13,200	13,000	13,000	0	13,000	13,000	-287,397	-95.67%
Total Federal Drug Enforcement Forfe:	300,397	300,397	1,375	13,200	13,000	13,000	0	13,000	13,000	-287,397	-95.67%
Department 99 Not Applicable											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	500,799	500,799	0	0	0	0	0	0	0	-500,799	-100.00%
3611101 - Bank Interest_OpusBank	0	0	918	0	0	0	0	0	0	0	0.00%
3611110 - LGIP Investment Interest	0	0	235	0	0	0	0	0	0	0	0.00%
Total Revenue Accounts:	500,799	500,799	1,153	0	0	0	0	0	0	-500,799	-100.00%
Total Property Tax Equalization Fund:	500,799	500,799	1,153	0	0	0	0	0	0	-500,799	-100.00%
Department 20 Police											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	583,651	601,720	0	0	0	0	0	0	0	-601,720	-100.00%
3611101 - Bank Interest_OpusBank	0	0	3,159	0	0	0	0	0	0	0	0.00%
3611110 - LGIP Investment Interest	1,500	1,500	126	1,500	1,500	0	0	0	0	-1,500	-100.00%
3693400 - Federal Treasury Seizure Funds	200,000	200,000	0	200,000	0	0	0	0	0	-200,000	-100.00%
Total Revenue Accounts:	785,151	803,220	3,285	201,500	1,500	0	0	0	0	-803,220	-100.00%
Total Federal Criminal Forfeitures:	785,151	803,220	3,285	201,500	1,500	0	0	0	0	-803,220	-100.00%

Comparative Budget Worksheet By Object

Object	2017 Adopted Budget	2017 Current Budget	2017 YTD Actuals	2017 Current Year Est.	2018 Base Budget	2018 Dept Request	2018 Supplemental Request	2018 Proposed Budget	2018 Final Budget	Change in Budget	Pct Chg
3374000 - Youth & Amateur Sports Grant	0	0	0	0	0	25,000	0	25,000	25,000	25,000	0.00%
3378300 - K.C. Trails Levy Funding	110,000	110,000	66,266	120,000	0	120,000	0	120,000	120,000	10,000	9.09%
3378400 - King Conservation District	20,000	20,000	34,484	54,138	0	45,000	0	45,000	45,000	25,000	125.00%
3611100 - Investment Interest	35,987	35,987	105	46,197	0	35,987	0	35,987	35,987	0	0.00%
3611101 - Bank Interest_OpusBank	0	0	4,880	0	0	0	0	0	0	0	0.00%
3611110 - LGIP Investment Interest	0	0	7,210	0	0	0	0	0	0	0	0.00%
3671900 - Contrib. from Solid Waste Prov	0	0	124	0	0	0	0	0	0	0	0.00%
3671910 - Cable - Education/Govt. Grant	0	0	11,585	0	0	0	0	0	0	0	0.00%
3691101 - Misc Rev_Sale of Non-Cap Asset	0	0	90	0	0	0	0	0	0	0	0.00%
3699100 - Miscellaneous Revenue	0	0	0	154,000	0	0	0	0	0	0	0.00%
3911001 - Gen Obligation Bond Proceeds	0	0	0	0	0	0	0	0	0	0	0.00%
3951001 - Proceed_Sale Cap Aset	1,800,000	1,800,000	540	2,100,000	0	0	0	0	0	-1,800,000	-100.00%
3970000 - Operating Transfers In	1,222,548	1,240,617	123,984	1,876,112	0	50,000	0	50,000	50,000	-1,190,617	-95.96%
3970002 - Trans In GF Capital Support	1,782,796	1,782,796	0	782,796	0	1,471,505	0	1,471,505	1,471,505	-311,291	-17.46%
3977600 - Transfer In - Parks	180,000	180,000	37,500	180,000	0	180,000	0	180,000	180,000	0	0.00%
Total Revenue Accounts:	8,618,743	9,147,892	1,609,334	7,256,385	0	5,187,668	0	5,187,668	5,187,668	-3,960,224	-43.29%
Total General Capital Fund:	8,618,743	9,147,892	1,609,334	7,256,385	0	5,187,668	0	5,187,668	5,187,668	-3,960,224	-43.29%
Department 31 Facility Major Maintenance											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	0	0	0	0	0	28,298	0	28,298	28,298	28,298	0.00%
3611100 - Investment Interest	12	12	0	12	0	883	0	883	883	871	7,258.33%
3611110 - LGIP Investment Interest	0	0	322	0	0	0	0	0	0	0	0.00%
3970002 - Trans In GF Capital Support	124,032	124,032	90,000	124,032	0	124,032	0	124,032	124,032	0	0.00%
Total Revenue Accounts:	124,044	124,044	90,322	124,044	0	153,213	0	153,213	153,213	29,169	23.51%
Total City Facility-Major Maint Fund:	124,044	124,044	90,322	124,044	0	153,213	0	153,213	153,213	29,169	23.51%
Department 29 Roads Capital Improvements											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	2,548,818	2,606,630	0	0	0	1,256,091	0	1,256,091	1,256,091	-1,350,539	-51.81%
3176000 - TBD Vehicle Fees	0	0	-493,812	0	0	0	0	0	0	0	0.00%
3183500 - REET 50, Repl 3173500	1,195,965	1,195,965	1,277,370	1,693,142	0	1,368,768	0	1,368,768	1,368,768	172,803	14.44%
3332024 - Highway Safety Impv. Program	434,711	518,640	46,667	38,185	0	421,898	0	421,898	421,898	-96,742	-18.65%
3332026 - Cong.Mitigation & Air Quality	32,527	32,527	23,936	22,105	0	0	0	0	0	-32,527	-100.00%
3332027 - Safe Routes To Schools	0	0	0	0	0	0	0	0	0	0	0.00%
3332050 - FTA Capital Investment Grant	3,261	3,261	6,764	6,763	0	0	0	0	0	-3,261	-100.00%
3332058 - Surface Transp Program - Urban	8,693,338	8,991,458	1,070,757	6,359,608	0	5,379,464	0	5,379,464	5,379,464	-3,611,994	-40.17%
3340360 - Safe Routes To Schools	12,500	391,760	42,473	416,260	0	0	0	0	0	-391,760	-100.00%
3340369 - WA St Ped/Bicycle Safety Grnt	403,273	403,273	112,176	403,058	0	0	0	0	0	-403,273	-100.00%
3340382 - Trans. Imp. Brd. Aurora	125,000	125,000	111,630	111,630	0	250,000	0	250,000	250,000	125,000	100.00%
3441000 - Annual Road Surface Charge	1,497,359	1,497,359	920,364	1,497,359	0	1,222,280	0	1,222,280	1,222,280	-275,079	-18.37%
3611100 - Investment Interest	61,690	61,690	60	61,690	0	29,656	0	29,656	29,656	-32,034	-51.92%

Comparative Budget Worksheet By Object

Object	2017 Adopted Budget	2017 Current Budget	2017 YTD Actuals	2017 Current Year Est.	2018 Base Budget	2018 Dept Request	2018 Supplemental Request	2018 Proposed Budget	2018 Final Budget	Change in Budget	Pct Chg
Department 99 Not Applicable											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	21,400	21,400	0	0	0	21,400	0	21,400	21,400	0	0.00%
3458400 - Transportation Impact Fees	200,000	200,000	432,766	200,000	0	200,000	0	200,000	200,000	0	0.00%
3611100 - Investment Interest	0	0	13	0	0	0	0	0	0	0	0.00%
3611101 - Bank Interest_OpusBank	0	0	1,426	0	0	0	0	0	0	0	0.00%
3611110 - LGIP Investment Interest	0	0	4,292	0	0	0	0	0	0	0	0.00%
Total Revenue Accounts:	221,400	221,400	438,497	200,000	0	221,400	0	221,400	221,400	0	0.00%
Total Transportation Impact Fees:	221,400	221,400	438,497	200,000	0	221,400	0	221,400	221,400	0	0.00%
Department 99 Not Applicable											
Revenue Accounts											
3458500 - PARKS Impact Fees	0	0	0	0	0	50,000	0	50,000	50,000	50,000	0.00%
Total Revenue Accounts:	0	0	0	0	0	50,000	0	50,000	50,000	50,000	0.00%
Total PARKS Impact Fees:	0	0	0	0	0	50,000	0	50,000	50,000	50,000	0.00%
Department 32 Debt ServicesDepartment											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	10,375	10,375	0	0	0	0	0	0	0	-10,375	-100.00%
3111001 - GO Bond 06 Tax Current	1,700,000	1,700,000	906,751	1,695,996	1,700,000	1,697,925	0	1,697,925	1,697,925	-2,075	-0.12%
3970004 - Transfer In Debt Service	0	0	0	10,000	0	0	0	0	0	0	0.00%
Total Revenue Accounts:	1,710,375	1,710,375	906,751	1,705,996	1,700,000	1,697,925	0	1,697,925	1,697,925	-12,450	-0.72%
Total Unltd Tax GO Bond Fund, 2006:	1,710,375	1,710,375	906,751	1,705,996	1,700,000	1,697,925	0	1,697,925	1,697,925	-12,450	-0.72%
Department 32 Debt ServicesDepartment											
Revenue Accounts											
3322120 - ARRA Bonds Interest Subsidy	353,254	353,254	179,876	353,254	320,000	320,000	0	320,000	320,000	-33,254	-9.41%
3970004 - Transfer In Debt Service	1,309,563	1,309,563	970,196	1,309,563	1,341,417	1,341,417	0	1,341,417	1,341,417	31,854	2.43%
Total Revenue Accounts:	1,662,817	1,662,817	1,150,072	1,662,817	1,661,417	1,661,417	0	1,661,417	1,661,417	-1,400	-0.08%
Total Limited Tax GO Bond 2009:	1,662,817	1,662,817	1,150,072	1,662,817	1,661,417	1,661,417	0	1,661,417	1,661,417	-1,400	-0.08%
Department 32 Debt ServicesDepartment											
Revenue Accounts											
3970004 - Transfer In Debt Service	260,948	260,948	60,188	260,948	260,635	260,635	0	260,635	260,635	-313	-0.11%
Total Revenue Accounts:	260,948	260,948	60,188	260,948	260,635	260,635	0	260,635	260,635	-313	-0.11%
Total Limited Tax GO Bond 2013:	260,948	260,948	60,188	260,948	260,635	260,635	0	260,635	260,635	-313	-0.11%
Department 28 General Government CIP											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	2,021,447	2,532,527	0	0	0	1,891,408	0	1,891,408	1,891,408	-641,119	-25.31%
3183400 - REET 25, Repl 3173400	1,195,965	1,195,965	1,277,370	1,693,142	0	1,368,768	0	1,368,768	1,368,768	172,803	14.44%
3331591 - U.S. Dept. of Interior - RCO	250,000	250,000	45,196	250,000	0	0	0	0	0	-250,000	-100.00%

Comparative Budget Worksheet By Object

Object	2017 Adopted Budget	2017 Current Budget	2017 YTD Actuals	2017 Current Year Est.	2018 Base Budget	2018 Dept Request	2018 Supplemental Request	2018 Proposed Budget	2018 Final Budget	Change in Budget	Pct Chg
3611101 - Bank Interest_OpusBank	0	0	11,636	0	0	0	0	0	0	0	0.00%
3611110 - LGIP Investment Interest	0	0	12,685	0	0	0	0	0	0	0	0.00%
3970000 - Operating Transfers In	221,400	221,400	0	0	0	221,400	441	221,841	221,841	441	0.19%
3970002 - Trans In GF Capital Support	1,650,168	1,848,401	206,677	1,086,587	0	980,168	0	980,168	980,168	-868,233	-46.97%
Total Revenue Accounts:	16,880,010	17,897,364	3,349,383	11,696,387	0	11,129,725	441	11,130,166	11,130,166	-6,767,198	-37.81%
Total Roads Capital Fund:	16,880,010	17,897,364	3,349,383	11,696,387	0	11,129,725	441	11,130,166	11,130,166	-6,767,198	-37.81%
Department 27 Public Works											
Revenue Accounts											
3336612 - EPA National Estuary Prog Grnt	0	0	0	0	0	0	0	0	0	0	0.00%
3340315 - DOE Local Source Control	50,000	50,000	11,084	50,000	50,000	0	0	0	0	-50,000	-100.00%
3699100 - Miscellaneous Revenue	0	0	26,600	0	0	0	0	0	0	0	0.00%
3980000 - Ins Recovery Non Capital	0	0	2,825	0	0	0	0	0	0	0	0.00%
Total Revenue Accounts:	50,000	50,000	40,509	50,000	50,000	0	0	0	0	-50,000	-100.00%
Department 30 Surface Water CIP											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	1,400,198	1,544,629	0	0	0	0	30,163	30,163	30,163	-1,514,466	-98.04%
3340393 - DOE Pre-Construction	250,000	250,000	0	0	0	0	0	0	0	-250,000	-100.00%
3340394 - DOE Stormwater Fin Asst Prog	0	0	0	0	0	0	0	0	0	0	0.00%
3372104 - KC Fld Zn Dst Opportunity Fd	110,898	110,898	34,477	110,898	0	110,898	0	110,898	110,898	0	0.00%
3378502 - KC Flood Control District	0	0	0	26,646	0	0	0	0	0	0	0.00%
3431000 - Storm Drainage Fees/Charges	4,540,815	4,540,815	2,114,352	4,219,070	0	5,363,577	0	5,363,577	5,363,577	822,762	18.11%
3431999 - Public Schools SWM Fee Credit	-296,464	-296,464	0	0	0	0	0	0	0	296,464	-100.00%
3611100 - Investment Interest	41,774	41,774	40	10,044	0	14,451	0	14,451	14,451	-27,323	-65.40%
3611101 - Bank Interest_OpusBank	0	0	7,836	0	0	0	0	0	0	0	0.00%
3611110 - LGIP Investment Interest	0	0	4,412	0	0	0	0	0	0	0	0.00%
3614004 - Interfund Loan Interest	0	0	1,953	0	0	0	0	0	0	0	0.00%
3698100 - Misc-Cash Over/Short	0	0	-232,139	-232,139	0	0	0	0	0	0	0.00%
3917001 - Other Note Proceeds	0	0	0	0	0	4,700,000	0	4,700,000	4,700,000	4,700,000	0.00%
3970000 - Operating Transfers In	0	0	0	0	0	0	68,489	68,489	68,489	68,489	0.00%
Total Revenue Accounts:	6,047,221	6,191,652	1,930,931	4,134,519	0	10,188,926	98,652	10,287,578	10,287,578	4,095,926	66.15%
Total SWM Utility Fund:	6,097,221	6,241,652	1,971,440	4,184,519	50,000	10,188,926	98,652	10,287,578	10,287,578	4,045,926	64.82%
Department 34 Wastewater											
Revenue Accounts											
3215000 - OTC Inc - S/S Permits Fee	0	29,625	0	0	29,625	0	0	0	0	-29,625	-100.00%
3215100 - OTC Inc - R/W Permit	0	6,957	0	0	6,957	0	0	0	0	-6,957	-100.00%
3379000 - Interlocal Government-Other	0	0	0	441,904	0	2,297,901	0	2,297,901	2,297,901	2,297,901	0.00%
3414300 - Financial/Accounting Services	0	216,625	0	0	216,625	0	0	0	0	-216,625	-100.00%
3435000 - Trtmt Chrg - KC	0	10,556,055	0	0	10,556,055	0	0	0	0	-10,556,055	-100.00%
3435001 - Trtmt Chrg - Edmonds	0	837,281	0	0	837,281	0	0	0	0	-837,281	-100.00%

Comparative Budget Worksheet By Object

Object	2017 Adopted Budget	2017 Current Budget	2017 YTD Actuals	2017 Current Year Est.	2018 Base Budget	2018 Dept Request	2018 Supplemental Request	2018 Proposed Budget	2018 Final Budget	Change in Budget	Pct Chg
3435100 - Dist Chrg	0	2,366,460	0	0	2,366,460	0	0	0	0	-2,366,460	-100.00%
3435150 - Dist Chrg - Res Disc	0	25,552	0	0	25,552	0	0	0	0	-25,552	-100.00%
3435200 - Dist Chrg - Comm	0	1,470,897	0	0	1,470,897	0	0	0	0	-1,470,897	-100.00%
3435301 - O/S Users - MLT	0	24,778	0	0	24,778	0	0	0	0	-24,778	-100.00%
3435302 - O/S Users - HSD	0	7,000	0	0	7,000	0	0	0	0	-7,000	-100.00%
3435303 - O/S Users - OVWS	0	2,100	0	0	2,100	0	0	0	0	-2,100	-100.00%
3458300 - OTC Inc	0	1,250	0	0	1,250	0	0	0	0	-1,250	-100.00%
3590000 - Other Chrg - Lien Fees	0	19,125	0	0	19,125	0	0	0	0	-19,125	-100.00%
3611000 - Int Inc	0	43,978	0	0	43,978	0	0	0	0	-43,978	-100.00%
3699200 - Other Misc Inc	0	5,000	0	0	5,000	0	0	0	0	-5,000	-100.00%
3790000 - Capital Contri	0	116,000	0	0	116,000	0	0	0	0	-116,000	-100.00%
Total Revenue Accounts:	0	15,728,683	0	441,904	15,728,683	2,297,901	0	2,297,901	2,297,901	-13,430,782	-85.39%
Total Wastewater Utility Fund:	0	15,728,683	0	441,904	15,728,683	2,297,901	0	2,297,901	2,297,901	-13,430,782	-85.39%
Department 16 Administrative Services											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	15,000	15,000	0	0	15,000	20,000	248,516	268,516	268,516	253,516	1,690.10%
3480001 - Interfund Equip/Vehicle Rents	438,123	438,123	438,123	438,123	438,123	494,762	9,024	503,786	503,786	65,663	14.98%
3611100 - Investment Interest	0	0	21	0	0	0	0	0	0	0	0.00%
3611101 - Bank Interest_OpusBank	0	0	1,005	0	0	0	0	0	0	0	0.00%
3611110 - LGIP Investment Interest	0	0	786	0	0	0	0	0	0	0	0.00%
3720000 - Insurance Recover_Proprietary	0	0	8,711	0	0	0	0	0	0	0	0.00%
Total Revenue Accounts:	453,123	453,123	448,646	438,123	453,123	514,762	257,540	772,302	772,302	319,179	70.43%
Total Vehicle Operations/Maintenance:	453,123	453,123	448,646	438,123	453,123	514,762	257,540	772,302	772,302	319,179	70.43%
Department 16 Administrative Services											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	67,900	258,300	0	0	0	0	0	0	0	-258,300	-100.00%
3480001 - Interfund Equip/Vehicle Rents	0	0	0	0	0	0	0	0	0	0	0.00%
3480002 - Interfund Equip Rent-Long Term	362,747	362,747	352,336	362,747	354,000	487,030	8,267	495,297	495,297	132,550	36.54%
3611100 - Investment Interest	6,000	6,000	3,873	6,000	6,000	6,000	0	6,000	6,000	0	0.00%
3611101 - Bank Interest_OpusBank	0	0	4,798	0	0	0	0	0	0	0	0.00%
3611110 - LGIP Investment Interest	2,000	2,000	2,309	2,000	2,000	2,000	0	2,000	2,000	0	0.00%
3613100 - Realized Investment Gain\Loss	0	0	-672	0	0	0	0	0	0	0	0.00%
3720000 - Insurance Recover_Proprietary	0	0	6,639	0	0	0	0	0	0	0	0.00%
3730000 - Gains (Losses)- Current Year	0	0	31,734	0	0	5,700	0	5,700	5,700	5,700	0.00%
3970000 - Operating Transfers In	53,475	53,475	0	53,475	0	0	63,623	63,623	63,623	10,148	18.97%
3970003 - Transfer IN GF Support	19,265	19,265	0	19,265	0	0	0	0	0	-19,265	-100.00%
Total Revenue Accounts:	511,387	701,787	401,017	443,487	362,000	500,730	71,890	572,620	572,620	-129,167	-18.40%
Total Equipment Replace/Deprec Fund:	511,387	701,787	401,017	443,487	362,000	500,730	71,890	572,620	572,620	-129,167	-18.40%
Department 16 Administrative Services											

Comparative Budget Worksheet By Object

Object	2017 Adopted Budget	2017 Current Budget	2017 YTD Actuals	2017 Current Year Est.	2018 Base Budget	2018 Dept Request	2018 Supplemental Request	2018 Proposed Budget	2018 Final Budget	Change in Budget	Pct Chg
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	17,500	17,500	0	0	17,500	17,500	0	17,500	17,500	0	0.00%
3611100 - Investment Interest	0	0	4	0	0	0	0	0	0	0	0.00%
3611101 - Bank Interest_OpusBank	0	0	295	0	0	0	0	0	0	0	0.00%
3611110 - LGIP Investment Interest	0	0	21	0	0	0	0	0	0	0	0.00%
3970003 - Transfer IN GF Support	0	0	0	0	0	0	0	0	0	0	0.00%
Total Revenue Accounts:	17,500	17,500	320	0	17,500	17,500	0	17,500	17,500	0	0.00%
Total Unemployment Fund:	17,500	17,500	320	0	17,500	17,500	0	17,500	17,500	0	0.00%
Report Total	87,466,850	107,893,959	35,299,737	73,432,938	63,149,779	83,738,984	1,403,408	85,142,392	85,142,392	-22,751,567	-21.08%

Comparative Budget Worksheet By Object

Object	2017 Adopted Budget	2017 Current Budget	2017 YTD Actuals	2017 Current Year Est.	2018 Base Budget	2018 Dept Request	2018 Supplemental Request	2018 Proposed Budget	2018 Final Budget	Change in Budget	Pct Chg
Department 10 City Council											
Expense Accounts											
5110000 - Salaries	88,200	95,550	62,475	95,550	0	95,550	0	95,550	95,550	0	0.00%
5212000 - Social Security Replace Progrm	5,468	5,468	3,873	5,468	0	5,924	0	5,924	5,924	456	8.33%
5215000 - Insurance Premium Allowance	87,192	87,192	70,280	84,336	0	84,336	0	84,336	84,336	-2,856	-3.27%
5220000 - Medicare	1,279	1,279	1,772	1,279	0	1,385	0	1,385	1,385	106	8.28%
5230000 - Labor & Industries	1,153	1,153	739	1,153	0	1,177	0	1,177	1,177	24	2.08%
5310000 - Office Supplies	1,000	1,000	317	1,000	1,000	500	0	500	500	-500	-50.00%
5330000 - Program Supplies	4,400	4,400	2,220	4,400	4,400	3,300	0	3,300	3,300	-1,100	-25.00%
5410000 - Professional Services	7,850	7,850	5,563	7,850	7,850	7,900	0	7,900	7,900	50	0.63%
5425000 - Postage/Courier	0	0	0	0	0	0	0	0	0	0	0.00%
5430000 - Travel(Lodge,meals,miles)	24,780	24,780	21,435	24,780	24,780	33,980	0	33,980	33,980	9,200	37.12%
5430001 - Council Dinner Meetings	5,000	5,000	1,367	5,000	5,000	5,000	0	5,000	5,000	0	0.00%
5431000 - Mileage Reimb. Local Travel	500	500	653	500	500	500	0	500	500	0	0.00%
5450000 - Operating Rentals & Lease	3,700	3,700	2,249	3,700	3,700	0	0	0	0	-3,700	-100.00%
5491000 - Dues, Subscriptions	500	500	215	500	500	500	0	500	500	0	0.00%
5494000 - Registration/Training/Admissn	9,570	9,570	4,220	9,570	9,570	8,600	0	8,600	8,600	-970	-10.13%
Total Expense Accounts:	240,592	247,942	177,378	245,086	57,300	248,652	0	248,652	248,652	710	0.28%
Department 11 City Manager											
Expense Accounts											
5110000 - Salaries	1,256,371	1,624,210	1,135,395	1,596,388	0	1,702,973	89,944	1,792,917	1,792,917	168,707	10.38%
5111000 - Salaries-Extra Help	26,520	29,880	19,416	29,880	0	0	13,315	13,315	13,315	-16,565	-55.43%
5112000 - Overtime	1,000	1,000	1,407	1,000	1,000	1,000	0	1,000	1,000	0	0.00%
5115000 - Vacation Buy-Out	0	0	2,864	0	0	0	0	0	0	0	0.00%
5212000 - Social Security Replace Progrm	77,894	98,981	69,380	97,256	0	105,585	5,577	111,162	111,162	12,181	12.30%
5213000 - Soc Sec Replace Pgm-Xtra Help	1,644	1,851	1,204	1,851	0	0	826	826	826	-1,025	-55.37%
5214000 - PERS	149,823	190,381	132,554	187,063	0	216,278	11,423	227,701	227,701	37,320	19.60%
5214001 - CM Retirement Plan	7,500	7,500	5,313	7,500	7,500	10,680	0	10,680	10,680	3,180	42.40%
5215000 - Insurance Premium Allowance	260,030	309,038	249,548	304,394	0	300,493	18,054	318,547	318,547	9,509	3.07%
5220000 - Medicare	18,217	23,149	16,701	22,746	0	24,693	1,304	25,997	25,997	2,848	12.30%
5221000 - Medicare - Extra Help	385	433	282	433	0	0	193	193	193	-240	-55.42%
5230000 - Labor & Industries	5,070	8,406	5,303	8,308	0	8,788	1,863	10,651	10,651	2,245	26.70%
5231000 - Labor & Industries-Extra Help	195	195	197	195	0	0	98	98	98	-97	-49.74%
5310000 - Office Supplies	5,825	5,825	4,235	5,325	5,825	5,325	0	5,325	5,325	-500	-8.58%
5320000 - Operating Supplies	500	500	46	500	500	500	0	500	500	0	0.00%
5330000 - Program Supplies	4,250	4,250	8,754	5,623	4,250	6,350	0	6,350	6,350	2,100	49.41%
5350000 - Small Tools/Minor Equipment	1,550	1,550	0	1,550	1,550	1,300	0	1,300	1,300	-250	-16.12%
5360000 - Software/Upgrades/Licenses	20,050	20,050	18,657	19,431	20,050	2,050	0	2,050	2,050	-18,000	-89.77%
5410000 - Professional Services	377,281	1,248,012	324,871	807,087	1,691,867	1,084,471	165,000	1,249,471	1,249,471	1,459	0.11%
5410002 - Credit Card Fees	0	0	0	0	0	0	0	0	0	0	0.00%

Comparative Budget Worksheet By Object

Object	2017 Adopted Budget	2017 Current Budget	2017 YTD Actuals	2017 Current Year Est.	2018 Base Budget	2018 Dept Request	2018 Supplemental Request	2018 Proposed Budget	2018 Final Budget	Change in Budget	Pct Chg
5412000 - Advertising	8,300	8,300	1,528	7,300	8,300	8,300	0	8,300	8,300	0	0.00%
5412001 - Advertising-Franchise	200	200	0	50	200	200	0	200	200	0	0.00%
5420000 - Telephone	0	0	606	0	0	0	0	0	0	0	0.00%
5425000 - Postage/Courier	47,150	47,150	41,168	46,950	47,150	46,950	0	46,950	46,950	-200	-0.42%
5430000 - Travel(Lodge,meals,miles)	30,495	33,495	11,786	31,745	30,495	30,945	0	30,945	30,945	-2,550	-7.61%
5431000 - Mileage Reimb. Local Travel	4,050	4,050	1,914	4,050	4,050	4,050	0	4,050	4,050	0	0.00%
5450000 - Operating Rentals & Lease	8,792	8,792	11,283	8,792	8,792	8,392	0	8,392	8,392	-400	-4.54%
5472000 - Utility-Water	2,549	2,549	2,087	2,549	2,549	2,549	0	2,549	2,549	0	0.00%
5474000 - UTILITY-SEWER	2,401	2,401	2,161	2,795	2,795	2,795	0	2,795	2,795	394	16.40%
5480000 - Repairs & Maintenance	10,000	10,000	2,759	10,000	10,000	10,000	0	10,000	10,000	0	0.00%
5491000 - Dues, Subscriptions	13,010	13,010	13,084	13,010	13,010	13,010	0	13,010	13,010	0	0.00%
5492000 - Filing,Recording,Witness Fees	1,000	1,000	0	1,000	1,000	1,000	0	1,000	1,000	0	0.00%
5493000 - Printing & Binding	31,300	37,800	22,884	37,800	31,300	37,300	0	37,300	37,300	-500	-1.32%
5494000 - Registration/Training/Admissn	16,860	16,860	8,950	15,860	16,860	17,310	0	17,310	17,310	450	2.66%
5499000 - Miscellaneous Expenses	6,133	6,133	0	6,259	6,433	6,433	0	6,433	6,433	300	4.89%
5510000 - Intergovt Professional Service	2,478	2,478	154	2,478	2,478	5,428	0	5,428	5,428	2,950	119.04%
5901000 - Interfund Prof Svc-Bld Permits	0	0	561	0	0	0	0	0	0	0	0.00%
Total Expense Accounts:	2,398,823	3,769,429	2,117,052	3,287,168	1,917,954	3,665,148	307,597	3,972,745	3,972,745	203,316	5.39%
Department 15 City Attorney											
Expense Accounts											
5110000 - Salaries	335,379	335,379	246,715	335,379	0	354,337	0	354,337	354,337	18,958	5.65%
5112000 - Overtime	100	100	0	100	100	100	0	100	100	0	0.00%
5212000 - Social Security Replace Progrm	20,793	20,793	15,079	20,793	0	21,969	0	21,969	21,969	1,176	5.65%
5214000 - PERS	39,994	39,994	28,771	39,994	0	45,001	0	45,001	45,001	5,007	12.51%
5215000 - Insurance Premium Allowance	44,447	44,447	35,813	44,447	0	44,015	0	44,015	44,015	-432	-0.97%
5220000 - Medicare	4,863	4,863	3,666	4,863	0	5,138	0	5,138	5,138	275	5.65%
5230000 - Labor & Industries	1,170	1,170	749	1,170	0	1,194	0	1,194	1,194	24	2.05%
5310000 - Office Supplies	1,050	1,050	1,272	1,550	1,050	1,050	0	1,050	1,050	0	0.00%
5320000 - Operating Supplies	500	500	165	500	500	500	0	500	500	0	0.00%
5360000 - Software/Upgrades/Licenses	0	0	66	0	0	0	0	0	0	0	0.00%
5410000 - Professional Services	254,785	363,800	216,669	363,800	272,287	284,287	90,000	374,287	374,287	10,487	2.88%
5425000 - Postage/Courier	1,200	1,200	924	700	1,200	1,200	0	1,200	1,200	0	0.00%
5430000 - Travel(Lodge,meals,miles)	2,300	2,300	564	2,300	2,300	2,300	0	2,300	2,300	0	0.00%
5431000 - Mileage Reimb. Local Travel	200	200	132	200	200	200	0	200	200	0	0.00%
5491000 - Dues, Subscriptions	7,244	7,244	5,092	7,244	7,596	7,596	0	7,596	7,596	352	4.85%
5492000 - Filing,Recording,Witness Fees	900	900	460	900	900	900	0	900	900	0	0.00%
5493000 - Printing & Binding	150	150	0	150	150	150	0	150	150	0	0.00%
5494000 - Registration/Training/Admissn	1,500	1,500	345	1,500	1,500	1,500	0	1,500	1,500	0	0.00%
Total Expense Accounts:	716,575	825,590	556,482	825,590	287,783	771,437	90,000	861,437	861,437	35,847	4.34%
Department 16 Administrative Services											

Comparative Budget Worksheet By Object

Object	2017 Adopted Budget	2017 Current Budget	2017 YTD Actuals	2017 Current Year Est.	2018 Base Budget	2018 Dept Request	2018 Supplemental Request	2018 Proposed Budget	2018 Final Budget	Change in Budget	Pct Chg
Expense Accounts											
5110000 - Salaries	1,782,349	1,782,349	1,278,140	1,740,914	0	2,058,905	81,023	2,139,928	2,139,928	357,579	20.06%
5111000 - Salaries-Extra Help	226,246	245,943	88,573	185,440	27,881	27,881	13,809	41,690	41,690	-204,253	-83.04%
5112000 - Overtime	8,020	8,020	12,343	13,346	8,020	11,520	0	11,520	11,520	3,500	43.64%
5114000 - Callback Pay	0	0	629	0	0	0	0	0	0	0	0.00%
5115000 - Vacation Buy-Out	30,000	30,000	5,019	30,000	33,000	33,000	0	33,000	33,000	3,000	10.00%
5212000 - Social Security Replace Progrm	110,504	110,504	79,086	107,935	0	127,651	5,023	132,674	132,674	22,170	20.06%
5213000 - Soc Sec Replace Pgm-Xtra Help	5,534	6,262	5,462	6,262	805	805	856	1,661	1,661	-4,601	-73.47%
5214000 - PERS	212,545	212,545	150,253	204,985	0	261,481	10,290	271,771	271,771	59,226	27.86%
5214002 - PERS - Extra Help	4,294	4,294	6,429	4,294	0	0	0	0	0	-4,294	-100.00%
5214003 - PERS Back Contrib. Employer	0	0	-728	0	0	0	0	0	0	0	0.00%
5215000 - Insurance Premium Allowance	337,765	337,765	278,860	328,615	0	374,707	24,072	398,779	398,779	61,014	18.06%
5220000 - Medicare	25,844	25,844	19,061	25,243	0	29,854	1,175	31,029	31,029	5,185	20.06%
5221000 - Medicare - Extra Help	1,295	1,465	1,276	1,465	188	188	200	388	388	-1,077	-73.51%
5230000 - Labor & Industries	10,088	10,088	7,023	10,131	0	13,353	498	13,851	13,851	3,763	37.30%
5231000 - Labor & Industries-Extra Help	625	625	2,466	625	48	48	135	183	183	-442	-70.72%
5310000 - Office Supplies	8,205	8,205	4,188	7,602	8,205	8,205	0	8,205	8,205	0	0.00%
5320000 - Operating Supplies	89,996	89,996	59,700	88,929	92,996	107,268	9,000	116,268	116,268	26,272	29.19%
5330000 - Program Supplies	200	200	0	200	200	200	0	200	200	0	0.00%
5350000 - Small Tools/Minor Equipment	170,713	402,415	94,007	406,115	151,164	158,164	1,564	159,728	159,728	-242,687	-60.30%
5360000 - Software/Upgrades/Licenses	414,907	446,329	97,602	433,077	51,607	46,500	0	46,500	46,500	-399,829	-89.58%
5410000 - Professional Services	1,147,093	1,461,359	330,809	1,381,416	183,417	180,808	42,475	223,283	223,283	-1,238,076	-84.72%
5410001 - Janitorial Service	79,947	96,224	58,242	96,224	96,224	96,224	0	96,224	96,224	0	0.00%
5412000 - Advertising	3,500	3,500	330	1,000	3,500	3,500	0	3,500	3,500	0	0.00%
5420000 - Telephone	121,980	121,980	88,150	121,980	124,320	124,320	28,560	152,880	152,880	30,900	25.33%
5425000 - Postage/Courier	17,125	17,125	11,387	17,430	17,125	17,125	0	17,125	17,125	0	0.00%
5430000 - Travel(Lodge,meals,miles)	23,815	43,815	9,381	41,235	23,815	21,815	2,000	23,815	23,815	-20,000	-45.64%
5431000 - Mileage Reimb. Local Travel	700	700	33	650	700	700	0	700	700	0	0.00%
5442000 - Taxes & Operating Assessment	60,400	60,400	56,839	60,400	60,400	72,150	0	72,150	72,150	11,750	19.45%
5450000 - Operating Rentals & Lease	21,430	21,430	19,242	21,682	24,930	24,930	0	24,930	24,930	3,500	16.33%
5460000 - Insurance	312,659	312,659	312,056	312,659	312,659	312,659	0	312,659	312,659	0	0.00%
5471000 - Utility-Electricity	83,403	83,403	71,615	112,826	117,581	117,581	0	117,581	117,581	34,178	40.97%
5472000 - Utility-Water	8,072	8,072	7,134	8,072	8,072	8,072	0	8,072	8,072	0	0.00%
5474000 - UTILITY-SEWER	4,299	4,299	5,549	7,206	7,206	7,206	0	7,206	7,206	2,907	67.62%
5475000 - UTILITY-GARBAGE/SOLID WASTE	11,126	11,126	1,798	11,126	11,126	11,126	0	11,126	11,126	0	0.00%
5480000 - Repairs & Maintenance	554,490	557,893	394,389	575,172	600,364	574,982	0	574,982	574,982	17,089	3.06%
5491000 - Dues, Subscriptions	161,907	161,907	143,712	161,097	157,633	159,133	0	159,133	159,133	-2,774	-1.71%
5493000 - Printing & Binding	320	320	0	320	320	320	0	320	320	0	0.00%
5494000 - Registration/Training/Admissn	26,622	26,622	4,889	21,987	30,322	26,322	4,000	30,322	30,322	3,700	13.89%
5499000 - Miscellaneous Expenses	0	0	1,483	0	0	0	0	0	0	0	0.00%
5510000 - Intergovt Professional Service	271,351	271,351	146,059	341,083	310,636	310,636	0	310,636	310,636	39,285	14.47%

Comparative Budget Worksheet By Object

Object	2017 Adopted Budget	2017 Current Budget	2017 YTD Actuals	2017 Current Year Est.	2018 Base Budget	2018 Dept Request	2018 Supplemental Request	2018 Proposed Budget	2018 Final Budget	Change in Budget	Pct Chg
5630000 - Other Improvements	0	0	12,701	0	0	0	0	0	0	0	0.00%
5640000 - Machinery & Equipment	46,950	46,950	0	46,194	0	0	13,650	13,650	13,650	-33,300	-70.92%
5650000 - Construction of Fixed Assets	0	0	0	0	0	0	0	0	0	0	0.00%
5820001 - Interest on Interfund Debt	0	0	1,953	0	0	0	0	0	0	0	0.00%
5901000 - Interfund Prof Svc-Bld Permits	1,000	1,000	0	1,000	1,000	1,000	0	1,000	1,000	0	0.00%
5910000 - Interfund Chg-Equip Replacemnt	12,212	12,212	12,212	12,212	11,645	11,759	0	11,759	11,759	-453	-3.70%
5950000 - Interfund Vehicle Operat/Maint	25,815	25,815	25,815	25,815	29,867	30,250	0	30,250	30,250	4,435	17.17%
5992000 - Contingency	181,237	25,923	0	154,022	25,000	25,000	130,000	155,000	155,000	129,077	497.92%
5994000 - Operational Contingency	791,220	791,220	0	0	791,220	838,338	0	838,338	838,338	47,118	5.95%
5995000 - Other Reserves	255,000	255,000	0	0	255,000	255,000	0	255,000	255,000	0	0.00%
Total Expense Accounts:	7,662,803	8,145,154	3,905,167	7,127,986	3,578,196	6,490,686	368,330	6,859,016	6,859,016	-1,286,138	-15.79%
Department 17 City Wide											
TRANSFER OUT ACCOUNTS											
5970000 - Operating Transfers Out	0	0	0	0	0	0	0	0	0	0	0.00%
5970002 - Trans Out GF Capital Suppport	3,556,996	3,755,229	296,676	1,993,415	374,200	2,575,705	0	2,575,705	2,575,705	-1,179,524	-31.41%
5970003 - Transfer Out GF Support	263,668	263,668	122,202	263,668	244,403	437,213	54,027	491,240	491,240	227,572	86.31%
5970004 - Transfer Out Debt Service	906,565	906,565	366,438	916,565	939,506	939,506	0	939,506	939,506	32,941	3.63%
5977600 - Transfer Out - Parks	180,000	180,000	37,500	180,000	180,000	180,000	0	180,000	180,000	0	0.00%
Total TRANSFER OUT ACCOUNTS:	4,907,229	5,105,462	822,816	3,353,648	1,738,109	4,132,424	54,027	4,186,451	4,186,451	-919,011	-18.00%
Department 18 Human Resources											
Expense Accounts											
5110000 - Salaries	305,892	305,892	223,216	305,892	0	316,509	0	316,509	316,509	10,617	3.47%
5212000 - Social Security Replace Progrm	18,965	18,965	13,752	18,965	0	19,624	0	19,624	19,624	659	3.47%
5214000 - PERS	36,478	36,478	26,032	36,478	0	40,197	0	40,197	40,197	3,719	10.19%
5215000 - Insurance Premium Allowance	44,133	44,133	36,223	44,133	0	43,701	0	43,701	43,701	-432	-0.97%
5220000 - Medicare	4,435	4,435	3,444	4,435	0	4,589	0	4,589	4,589	154	3.47%
5230000 - Labor & Industries	1,170	1,170	758	1,170	0	1,194	0	1,194	1,194	24	2.05%
5310000 - Office Supplies	1,150	1,150	31	1,150	1,150	1,150	0	1,150	1,150	0	0.00%
5320000 - Operating Supplies	0	0	219	0	0	0	0	0	0	0	0.00%
5330000 - Program Supplies	15,261	15,261	3,688	15,261	15,261	18,261	0	18,261	18,261	3,000	19.65%
5360000 - Software/Upgrades/Licenses	0	0	0	0	0	0	0	0	0	0	0.00%
5410000 - Professional Services	31,932	31,932	24,921	31,932	31,932	31,932	10,000	41,932	41,932	10,000	31.31%
5412000 - Advertising	3,500	3,500	2,215	2,500	3,500	3,500	0	3,500	3,500	0	0.00%
5425000 - Postage/Courier	300	300	100	300	300	300	0	300	300	0	0.00%
5430000 - Travel(Lodge,meals,miles)	3,960	3,960	788	2,000	3,960	3,960	0	3,960	3,960	0	0.00%
5431000 - Mileage Reimb. Local Travel	80	80	4	80	80	80	0	80	80	0	0.00%
5450000 - Operating Rentals & Lease	300	300	0	420	300	300	0	300	300	0	0.00%
5491000 - Dues, Subscriptions	2,340	2,340	874	2,340	2,340	2,340	0	2,340	2,340	0	0.00%
5494000 - Registration/Training/Admissn	1,600	1,600	995	1,600	1,600	1,600	0	1,600	1,600	0	0.00%
5510000 - Intergovt Professional Service	0	0	0	200	0	0	0	0	0	0	0.00%

Comparative Budget Worksheet By Object

Object	2017 Adopted Budget	2017 Current Budget	2017 YTD Actuals	2017 Current Year Est.	2018 Base Budget	2018 Dept Request	2018 Supplemental Request	2018 Proposed Budget	2018 Final Budget	Change in Budget	Pct Chg
Total Expense Accounts:	471,496	471,496	337,260	468,856	60,423	489,237	10,000	499,237	499,237	27,741	5.88%
Department 20 Police											
Expense Accounts											
5111000 - Salaries-Extra Help	0	89,510	17,165	89,510	0	0	0	0	0	-89,510	-100.00%
5213000 - Soc Sec Replace Pgm-Xtra Help	0	0	1,064	0	0	0	0	0	0	0	0.00%
5221000 - Medicare - Extra Help	0	0	249	0	0	0	0	0	0	0	0.00%
5230000 - Labor & Industries	0	0	35	0	0	0	0	0	0	0	0.00%
5231000 - Labor & Industries-Extra Help	0	0	563	0	0	0	0	0	0	0	0.00%
5310000 - Office Supplies	1,550	13,083	874	13,083	1,550	1,550	0	1,550	1,550	-11,533	-88.15%
5320000 - Operating Supplies	24,350	24,350	5,051	24,350	24,350	24,350	0	24,350	24,350	0	0.00%
5330000 - Program Supplies	2,630	2,630	830	2,630	2,630	2,630	0	2,630	2,630	0	0.00%
5340000 - Supplies Packaged for Resale	500	500	0	500	500	500	0	500	500	0	0.00%
5350000 - Small Tools/Minor Equipment	1,600	22,055	2,795	22,055	1,600	1,600	0	1,600	1,600	-20,455	-92.74%
5360000 - Software/Upgrades/Licenses	0	54,100	174	54,100	0	0	0	0	0	-54,100	-100.00%
5410000 - Professional Services	6,030	295,784	44,479	295,784	6,030	6,030	0	6,030	6,030	-289,754	-97.96%
5410001 - Janitorial Service	23,497	11,292	7,352	11,292	11,292	11,292	0	11,292	11,292	0	0.00%
5425000 - Postage/Courier	760	760	129	760	760	760	0	760	760	0	0.00%
5430000 - Travel(Lodge,meals,miles)	6,740	27,154	8,893	27,154	6,740	6,740	0	6,740	6,740	-20,414	-75.17%
5471000 - Utility-Electricity	11,410	11,410	7,817	11,410	11,410	0	0	0	0	-11,410	-100.00%
5472000 - Utility-Water	1,013	1,013	744	1,013	1,013	1,013	0	1,013	1,013	0	0.00%
5473000 - Utility-Gas	6,360	6,360	1,794	6,360	6,360	6,360	0	6,360	6,360	0	0.00%
5474000 - UTILITY-SEWER	999	999	745	981	999	999	0	999	999	0	0.00%
5480000 - Repairs & Maintenance	3,400	3,400	1,552	3,400	3,400	3,400	0	3,400	3,400	0	0.00%
5491000 - Dues, Subscriptions	590	990	200	990	590	590	0	590	590	-400	-40.40%
5493000 - Printing & Binding	500	500	251	500	500	500	0	500	500	0	0.00%
5494000 - Registration/Training/Admissn	6,850	9,500	2,265	9,500	6,850	6,850	0	6,850	6,850	-2,650	-27.89%
5510000 - Intergovt Professional Service	11,608,433	11,565,870	7,224,153	11,001,595	11,591,008	11,705,580	164,050	11,869,630	11,869,630	303,760	2.62%
Total Expense Accounts:	11,707,212	12,141,260	7,329,174	11,576,967	11,677,582	11,780,744	164,050	11,944,794	11,944,794	-196,466	-1.61%
Department 21 Criminal Justice											
Expense Accounts											
5410000 - Professional Services	289,180	289,180	173,595	289,180	315,059	315,059	0	315,059	315,059	25,879	8.94%
5510000 - Intergovt Professional Service	2,755,250	2,755,250	1,255,176	2,795,316	2,818,000	2,818,000	0	2,818,000	2,818,000	62,750	2.27%
5910000 - Interfund Chg-Equip Replacemnt	10,410	10,410	0	0	0	0	0	0	0	-10,410	-100.00%
5950000 - Interfund Vehicle Operat/Maint	13,544	13,544	13,544	13,544	0	0	0	0	0	-13,544	-100.00%
Total Expense Accounts:	3,068,384	3,068,384	1,442,315	3,098,040	3,133,059	3,133,059	0	3,133,059	3,133,059	64,675	2.10%
Department 24 Parks, Recreation, Cultural Sv											
Expense Accounts											
5110000 - Salaries	2,135,276	2,143,039	1,529,825	2,090,924	0	2,253,710	5,332	2,259,042	2,259,042	116,003	5.41%
5111000 - Salaries-Extra Help	635,195	723,181	586,071	727,657	720,328	711,358	0	711,358	711,358	-11,823	-1.63%
5112000 - Overtime	10,400	10,400	11,200	13,100	12,900	12,900	0	12,900	12,900	2,500	24.03%

Comparative Budget Worksheet By Object

Object	2017 Adopted Budget	2017 Current Budget	2017 YTD Actuals	2017 Current Year Est.	2018 Base Budget	2018 Dept Request	2018 Supplemental Request	2018 Proposed Budget	2018 Final Budget	Change in Budget	Pct Chg
5114000 - Callback Pay	0	0	283	204	0	0	0	0	0	0	0.00%
5115000 - Vacation Buy-Out	0	0	3,105	2,164	0	0	0	0	0	0	0.00%
5212000 - Social Security Replace Progrm	132,387	132,387	94,107	129,155	0	139,730	331	140,061	140,061	7,674	5.79%
5213000 - Soc Sec Replace Pgm-Xtra Help	39,384	44,806	36,316	45,083	44,789	43,224	0	43,224	43,224	-1,582	-3.53%
5214000 - PERS	254,631	254,631	179,714	248,581	0	286,221	677	286,898	286,898	32,267	12.67%
5214002 - PERS - Extra Help	11,348	11,348	6,275	11,348	11,348	11,348	0	11,348	11,348	0	0.00%
5214003 - PERS Back Contrib. Employer	0	0	-104	0	0	0	0	0	0	0	0.00%
5215000 - Insurance Premium Allowance	516,583	516,583	390,598	485,019	0	474,945	2,251	477,196	477,196	-39,387	-7.62%
5220000 - Medicare	30,962	30,962	23,218	29,974	0	32,678	77	32,755	32,755	1,793	5.79%
5221000 - Medicare - Extra Help	9,212	10,480	8,494	10,545	10,242	10,112	0	10,112	10,112	-368	-3.51%
5230000 - Labor & Industries	43,735	43,735	28,751	42,782	0	45,347	40	45,387	45,387	1,652	3.77%
5231000 - Labor & Industries-Extra Help	53,521	53,521	44,450	53,876	53,502	52,542	0	52,542	52,542	-979	-1.82%
5310000 - Office Supplies	6,550	6,550	2,879	6,550	6,550	6,550	0	6,550	6,550	0	0.00%
5320000 - Operating Supplies	103,026	103,026	57,284	104,426	111,460	108,860	0	108,860	108,860	5,834	5.66%
5330000 - Program Supplies	85,471	85,471	57,766	92,171	89,471	93,171	0	93,171	93,171	7,700	9.00%
5340000 - Supplies Packaged for Resale	4,500	4,500	4,110	4,500	4,500	4,500	0	4,500	4,500	0	0.00%
5350000 - Small Tools/Minor Equipment	17,000	22,544	8,691	21,844	17,000	19,000	0	19,000	19,000	-3,544	-15.72%
5360000 - Software/Upgrades/Licenses	0	0	336	600	0	150	0	150	150	150	0.00%
5410000 - Professional Services	614,299	639,145	358,830	633,936	597,499	572,499	60,000	632,499	632,499	-6,646	-1.03%
5410001 - Janitorial Service	122,232	176,376	125,046	176,137	176,376	196,376	0	196,376	196,376	20,000	11.33%
5410002 - Credit Card Fees	36,000	36,000	30,076	36,000	51,000	51,000	0	51,000	51,000	15,000	41.66%
5412000 - Advertising	7,950	7,950	2,986	7,950	7,950	7,950	0	7,950	7,950	0	0.00%
5420000 - Telephone	300	300	219	250	300	300	0	300	300	0	0.00%
5425000 - Postage/Courier	20,000	20,000	9,949	16,000	16,000	16,000	0	16,000	16,000	-4,000	-20.00%
5430000 - Travel(Lodge,meals,miles)	9,680	9,680	7,896	15,870	9,680	11,894	0	11,894	11,894	2,214	22.87%
5431000 - Mileage Reimb. Local Travel	650	650	85	650	650	850	0	850	850	200	30.76%
5442000 - Taxes & Operating Assessment	6,000	6,000	13,896	7,000	6,000	6,000	0	6,000	6,000	0	0.00%
5450000 - Operating Rentals & Lease	37,430	37,430	21,717	37,430	37,430	37,430	0	37,430	37,430	0	0.00%
5471000 - Utility-Electricity	127,422	127,422	94,298	124,789	127,422	127,422	0	127,422	127,422	0	0.00%
5472000 - Utility-Water	218,762	218,762	78,260	212,515	218,762	218,762	-10,000	208,762	208,762	-10,000	-4.57%
5473000 - Utility-Gas	92,795	92,795	45,597	67,173	92,795	72,795	0	72,795	72,795	-20,000	-21.55%
5474000 - UTILITY-SEWER	102,458	102,458	26,633	33,766	102,458	71,150	0	71,150	71,150	-31,308	-30.55%
5475000 - UTILITY-GARBAGE/SOLID WASTE	1,858	1,858	674	1,800	1,858	1,858	0	1,858	1,858	0	0.00%
5480000 - Repairs & Maintenance	10,200	10,200	58,427	10,200	10,200	12,200	0	12,200	12,200	2,000	19.60%
5491000 - Dues, Subscriptions	9,172	9,172	7,398	8,785	9,451	8,851	0	8,851	8,851	-321	-3.49%
5493000 - Printing & Binding	29,800	29,800	17,153	29,800	29,800	29,800	0	29,800	29,800	0	0.00%
5494000 - Registration/Training/Admissn	12,628	15,977	6,232	15,156	12,628	13,760	0	13,760	13,760	-2,217	-13.87%
5495000 - City Grants to Other Agencies	281,708	281,708	140,854	281,708	255,708	255,708	0	255,708	255,708	-26,000	-9.22%
5499000 - Miscellaneous Expenses	3,000	3,000	0	3,000	3,000	3,000	0	3,000	3,000	0	0.00%
5510000 - Intergovt Professional Service	49,543	49,543	18,335	48,613	49,543	47,543	0	47,543	47,543	-2,000	-4.03%
5640000 - Machinery & Equipment	0	0	0	4,000	0	0	0	0	0	0	0.00%

Comparative Budget Worksheet By Object

Object	2017 Adopted Budget	2017 Current Budget	2017 YTD Actuals	2017 Current Year Est.	2018 Base Budget	2018 Dept Request	2018 Supplemental Request	2018 Proposed Budget	2018 Final Budget	Change in Budget	Pct Chg
5910000 - Interfund Chg-Equip Replacemnt	82,202	82,202	82,202	82,202	82,202	106,868	0	106,868	106,868	24,666	30.00%
5950000 - Interfund Vehicle Operat/Maint	135,325	135,325	135,325	135,325	150,389	133,970	0	133,970	133,970	-1,355	-1.00%
Total Expense Accounts:	6,100,595	6,290,917	4,355,457	6,110,558	3,131,191	6,310,332	58,708	6,369,040	6,369,040	78,123	1.24%
Department 25 Planning & Community											
Expense Accounts											
5110000 - Salaries	1,895,806	1,948,238	1,373,352	1,938,108	0	2,074,307	53,661	2,127,968	2,127,968	179,730	9.22%
5111000 - Salaries-Extra Help	810	927	0	927	930	930	0	930	930	3	0.32%
5112000 - Overtime	0	0	952	176	0	0	0	0	0	0	0.00%
5115000 - Vacation Buy-Out	0	0	5,217	1,631	0	0	0	0	0	0	0.00%
5212000 - Social Security Replace Progrm	117,539	117,539	84,823	116,910	0	128,607	3,327	131,934	131,934	14,395	12.24%
5213000 - Soc Sec Replace Pgm-Xtra Help	150	157	0	57	157	157	0	157	157	0	0.00%
5214000 - PERS	226,075	226,075	160,277	216,889	0	263,437	6,815	270,252	270,252	44,177	19.54%
5215000 - Insurance Premium Allowance	349,875	349,875	291,029	356,679	0	384,231	12,036	396,267	396,267	46,392	13.25%
5220000 - Medicare	27,488	27,488	20,355	27,341	0	30,078	778	30,856	30,856	3,368	12.25%
5221000 - Medicare - Extra Help	35	37	0	13	37	37	0	37	37	0	0.00%
5230000 - Labor & Industries	13,907	13,907	8,832	13,907	0	14,819	1,664	16,483	16,483	2,576	18.52%
5231000 - Labor & Industries-Extra Help	42	42	0	23	42	42	0	42	42	0	0.00%
5310000 - Office Supplies	6,206	6,486	1,733	6,135	6,012	6,132	280	6,412	6,412	-74	-1.14%
5320000 - Operating Supplies	1,667	1,667	499	1,337	1,667	1,667	0	1,667	1,667	0	0.00%
5350000 - Small Tools/Minor Equipment	757	1,037	0	11,823	757	757	0	757	757	-280	-27.00%
5360000 - Software/Upgrades/Licenses	1,325	1,554	904	1,204	1,325	704	0	704	704	-850	-54.69%
5410000 - Professional Services	166,668	354,845	61,338	340,564	84,668	99,408	300,000	399,408	399,408	44,563	12.55%
5410002 - Credit Card Fees	48,000	48,000	42,669	48,000	48,000	48,000	0	48,000	48,000	0	0.00%
5412000 - Advertising	9,020	9,020	1,909	6,000	9,020	6,500	0	6,500	6,500	-2,520	-27.93%
5425000 - Postage/Courier	8,296	8,296	2,581	7,500	8,296	7,500	0	7,500	7,500	-796	-9.59%
5430000 - Travel(Lodge,meals,miles)	11,706	12,456	3,346	12,928	11,331	15,301	375	15,676	15,676	3,220	25.85%
5431000 - Mileage Reimb. Local Travel	400	400	478	990	400	750	0	750	750	350	87.50%
5450000 - Operating Rentals & Lease	530	530	0	400	530	530	0	530	530	0	0.00%
5480000 - Repairs & Maintenance	0	0	0	0	0	0	0	0	0	0	0.00%
5491000 - Dues, Subscriptions	6,809	7,509	3,769	7,509	6,169	7,665	350	8,015	8,015	506	6.73%
5492000 - Filing,Recording,Witness Fees	6,000	6,000	0	3,040	6,000	6,000	0	6,000	6,000	0	0.00%
5493000 - Printing & Binding	2,030	2,030	555	1,930	2,030	2,030	0	2,030	2,030	0	0.00%
5494000 - Registration/Training/Admissn	18,484	19,954	9,535	20,530	17,534	19,504	735	20,239	20,239	285	1.42%
5510000 - Intergovt Professional Service	0	0	156	104	0	0	0	0	0	0	0.00%
5640000 - Machinery & Equipment	0	0	0	0	0	0	23,593	23,593	23,593	23,593	0.00%
5910000 - Interfund Chg-Equip Replacemnt	4,620	4,620	4,620	4,620	4,620	6,349	2,507	8,856	8,856	4,236	91.68%
5950000 - Interfund Vehicle Operat/Maint	8,039	8,039	8,039	8,039	12,812	11,217	3,219	14,436	14,436	6,397	79.57%
Total Expense Accounts:	2,932,284	3,176,728	2,086,968	3,155,314	222,337	3,136,659	409,340	3,545,999	3,545,999	369,271	11.62%
Department 27 Public Works											
Expense Accounts											

Comparative Budget Worksheet By Object

Object	2017 Adopted Budget	2017 Current Budget	2017 YTD Actuals	2017 Current Year Est.	2018 Base Budget	2018 Dept Request	2018 Supplemental Request	2018 Proposed Budget	2018 Final Budget	Change in Budget	Pct Chg
5110000 - Salaries	1,530,708	1,236,281	951,233	1,252,290	0	1,188,497	40,531	1,229,028	1,229,028	-7,253	-0.58%
5111000 - Salaries-Extra Help	63,084	64,884	24,312	64,884	16,056	16,076	51,072	67,148	67,148	2,264	3.48%
5112000 - Overtime	15,207	15,207	10,880	15,507	15,207	15,207	0	15,207	15,207	0	0.00%
5115000 - Vacation Buy-Out	0	0	2,137	630	0	0	0	0	0	0	0.00%
5212000 - Social Security Replace Progrm	94,905	73,818	58,950	75,431	0	73,687	2,513	76,200	76,200	2,382	3.22%
5213000 - Soc Sec Replace Pgm-Xtra Help	3,912	4,023	1,461	4,023	996	997	3,166	4,163	4,163	140	3.47%
5214000 - PERS	182,536	141,978	111,629	145,592	0	150,939	5,148	156,087	156,087	14,109	9.93%
5214002 - PERS - Extra Help	0	0	1,053	0	0	0	0	0	0	0	0.00%
5214003 - PERS Back Contrib. Employer	0	0	-539	0	0	0	0	0	0	0	0.00%
5215000 - Insurance Premium Allowance	234,466	185,458	166,657	185,717	0	174,945	8,485	183,430	183,430	-2,028	-1.09%
5220000 - Medicare	22,195	17,263	14,342	17,640	0	17,233	588	17,821	17,821	558	3.23%
5221000 - Medicare - Extra Help	916	942	341	942	234	234	741	975	975	33	3.50%
5230000 - Labor & Industries	17,655	14,319	10,061	15,119	0	16,991	551	17,542	17,542	3,223	22.50%
5231000 - Labor & Industries-Extra Help	3,494	3,494	532	3,494	824	825	3,021	3,846	3,846	352	10.07%
5310000 - Office Supplies	3,151	3,151	2,115	3,951	3,151	3,951	0	3,951	3,951	800	25.38%
5320000 - Operating Supplies	5,568	5,568	4,499	4,368	5,268	4,468	100	4,568	4,568	-1,000	-17.95%
5330000 - Program Supplies	34,363	75,602	23,684	53,605	65,857	32,151	0	32,151	32,151	-43,451	-57.47%
5350000 - Small Tools/Minor Equipment	30,320	30,320	5,236	30,020	12,210	12,210	0	12,210	12,210	-18,110	-59.72%
5360000 - Software/Upgrades/Licenses	6,200	6,500	6,634	6,500	6,200	6,200	0	6,200	6,200	-300	-4.61%
5410000 - Professional Services	954,261	485,286	117,602	460,036	246,857	212,418	173,000	385,418	385,418	-99,868	-20.57%
5420000 - Telephone	500	500	320	500	500	500	0	500	500	0	0.00%
5425000 - Postage/Courier	12,300	12,300	8,282	12,300	12,300	12,300	0	12,300	12,300	0	0.00%
5430000 - Travel(Lodge,meals,miles)	18,320	18,420	6,965	17,820	5,585	5,585	100	5,685	5,685	-12,735	-69.13%
5431000 - Mileage Reimb. Local Travel	517	517	64	517	517	517	0	517	517	0	0.00%
5450000 - Operating Rentals & Lease	3,250	3,250	2,700	3,250	3,250	3,250	0	3,250	3,250	0	0.00%
5471001 - Utility-Electricity,Street Lts	509,524	509,524	388,573	509,524	515,524	515,524	0	515,524	515,524	6,000	1.17%
5471002 - Utility-Electricity,Traffic Sg	41,420	41,420	25,734	41,420	41,420	41,420	0	41,420	41,420	0	0.00%
5480000 - Repairs & Maintenance	6,140	6,140	2,195	3,695	6,140	3,950	0	3,950	3,950	-2,190	-35.66%
5491000 - Dues, Subscriptions	3,991	21,976	7,413	22,033	21,973	6,973	0	6,973	6,973	-15,003	-68.26%
5493000 - Printing & Binding	9,100	15,100	6,512	15,100	15,100	9,100	0	9,100	9,100	-6,000	-39.73%
5494000 - Registration/Training/Admissn	13,435	13,935	3,493	11,921	13,100	13,600	100	13,700	13,700	-235	-1.68%
5495000 - City Grants to Other Agencies	0	0	5,000	0	0	15,000	0	15,000	15,000	15,000	0.00%
5510000 - Intergovt Professional Service	264,940	264,940	116,830	264,940	267,440	267,440	-17,000	250,440	250,440	-14,500	-5.47%
5640000 - Machinery & Equipment	0	0	0	0	0	0	26,501	26,501	26,501	26,501	0.00%
5910000 - Interfund Chg-Equip Replacemnt	20,009	20,009	20,009	20,009	20,009	10,417	2,128	12,545	12,545	-7,464	-37.30%
5950000 - Interfund Vehicle Operat/Maint	18,765	18,765	18,765	18,765	22,968	19,839	2,414	22,253	22,253	3,488	18.58%
Total Expense Accounts:	4,125,152	3,310,890	2,125,674	3,281,543	1,318,686	2,852,444	303,159	3,155,603	3,155,603	-155,287	-4.69%
Department 33 Community Services											
Expense Accounts											
5110000 - Salaries	680,968	680,968	506,110	669,399	0	703,235	8,580	711,815	711,815	30,847	4.52%

Comparative Budget Worksheet By Object

Object	2017 Adopted Budget	2017 Current Budget	2017 YTD Actuals	2017 Current Year Est.	2018 Base Budget	2018 Dept Request	2018 Supplemental Request	2018 Proposed Budget	2018 Final Budget	Change in Budget	Pct Chg
5112000 - Overtime	2,357	2,357	1,306	2,357	2,357	1,500	0	1,500	1,500	-857	-36.35%
5113000 - Standby Pay	21,573	21,573	15,873	21,573	21,573	21,573	0	21,573	21,573	0	0.00%
5114000 - Callback Pay	7,000	7,000	4,570	7,000	7,000	7,000	0	7,000	7,000	0	0.00%
5115000 - Vacation Buy-Out	0	0	2,087	0	0	0	0	0	0	0	0.00%
5212000 - Social Security Replace Progrm	42,219	42,219	31,895	41,502	0	43,601	532	44,133	44,133	1,914	4.53%
5214000 - PERS	81,205	81,205	59,892	71,947	0	89,310	1,090	90,400	90,400	9,195	11.32%
5215000 - Insurance Premium Allowance	148,220	148,220	114,298	141,306	0	138,321	1,204	139,525	139,525	-8,695	-5.86%
5220000 - Medicare	9,874	9,874	7,614	9,706	0	10,196	124	10,320	10,320	446	4.51%
5230000 - Labor & Industries	8,712	8,712	11,385	8,689	0	8,918	40	8,958	8,958	246	2.82%
5232000 - Labor & Industries-Standby Pay	6,955	6,955	0	6,955	6,955	6,955	0	6,955	6,955	0	0.00%
5310000 - Office Supplies	1,700	1,700	1,102	1,400	1,700	1,700	0	1,700	1,700	0	0.00%
5320000 - Operating Supplies	2,500	2,500	5,425	4,466	2,500	2,500	0	2,500	2,500	0	0.00%
5330000 - Program Supplies	24,175	24,175	9,644	22,255	19,175	21,500	0	21,500	21,500	-2,675	-11.06%
5350000 - Small Tools/Minor Equipment	3,350	3,350	1,289	3,350	3,350	3,000	0	3,000	3,000	-350	-10.44%
5360000 - Software/Upgrades/Licenses	0	0	0	0	0	0	0	0	0	0	0.00%
5410000 - Professional Services	27,000	27,000	8,652	27,873	12,000	11,350	30,000	41,350	41,350	14,350	53.14%
5412000 - Advertising	200	200	0	200	200	200	0	200	200	0	0.00%
5420000 - Telephone	2,004	2,004	1,309	2,004	2,004	2,027	0	2,027	2,027	23	1.14%
5425000 - Postage/Courier	6,630	6,630	3,909	6,530	6,630	6,600	0	6,600	6,600	-30	-0.45%
5430000 - Travel(Lodge,meals,miles)	7,598	7,598	2,310	7,455	7,598	9,358	0	9,358	9,358	1,760	23.16%
5431000 - Mileage Reimb. Local Travel	2,750	2,750	766	2,690	2,750	2,690	0	2,690	2,690	-60	-2.18%
5450000 - Operating Rentals & Lease	2,250	2,250	2,081	2,250	2,250	2,250	0	2,250	2,250	0	0.00%
5460000 - Insurance	3,710	3,710	3,126	3,710	3,710	3,710	0	3,710	3,710	0	0.00%
5480000 - Repairs & Maintenance	2,050	2,050	0	2,050	2,050	1,400	0	1,400	1,400	-650	-31.70%
5491000 - Dues, Subscriptions	2,690	2,690	1,995	2,690	2,690	2,445	0	2,445	2,445	-245	-9.10%
5493000 - Printing & Binding	7,110	7,110	5,834	9,059	7,110	9,010	0	9,010	9,010	1,900	26.72%
5494000 - Registration/Training/Admissn	7,025	7,025	5,938	7,715	7,025	7,832	0	7,832	7,832	807	11.48%
5495000 - City Grants to Other Agencies	476,955	476,955	254,482	476,955	490,840	517,160	0	517,160	517,160	40,205	8.42%
5510000 - Intergovt Professional Service	17,033	17,033	12,041	13,178	17,033	13,060	0	13,060	13,060	-3,973	-23.32%
5640000 - Machinery & Equipment	0	0	0	0	0	0	0	0	0	0	0.00%
5910000 - Interfund Chg-Equip Replacemnt	12,836	12,836	12,836	12,836	11,582	18,076	0	18,076	18,076	5,240	40.82%
5950000 - Interfund Vehicle Operat/Maint	18,458	18,458	18,458	18,458	19,694	16,782	0	16,782	16,782	-1,676	-9.08%
Total Expense Accounts:	1,637,107	1,637,107	1,106,227	1,607,558	659,776	1,683,259	41,570	1,724,829	1,724,829	87,722	5.35%
Total General Fund:	45,968,252	48,190,359	26,361,970	44,138,314	27,782,396	44,694,081	1,806,781	46,500,862	46,500,862	-1,689,497	-3.50%
Department 27 Public Works											
TRANSFER OUT ACCOUNTS											
5970000 - Operating Transfers Out	39,353	39,353	0	39,353	0	630,645	9,596	640,241	640,241	600,888	1,526.91%
5970001 - Trans Out GF Overhead	277,818	277,818	208,364	277,818	255,199	286,986	0	286,986	286,986	9,168	3.30%
5970003 - Transfer Out GF Support	0	0	0	0	0	0	0	0	0	0	0.00%
Total TRANSFER OUT ACCOUNTS:	317,171	317,171	208,364	317,171	255,199	917,631	9,596	927,227	927,227	610,056	192.34%

Comparative Budget Worksheet By Object

Object	2017 Adopted Budget	2017 Current Budget	2017 YTD Actuals	2017 Current Year Est.	2018 Base Budget	2018 Dept Request	2018 Supplemental Request	2018 Proposed Budget	2018 Final Budget	Change in Budget	Pct Chg
Expense Accounts											
5110000 - Salaries	450,071	450,071	353,740	436,473	0	436,767	42,419	479,186	479,186	29,115	6.46%
5111000 - Salaries-Extra Help	15,513	64,818	21,112	64,818	66,770	66,770	0	66,770	66,770	1,952	3.01%
5112000 - Overtime	10,164	10,164	2,842	10,164	10,164	10,164	0	10,164	10,164	0	0.00%
5113000 - Standby Pay	1,000	1,000	369	1,000	1,000	1,000	0	1,000	1,000	0	0.00%
5114000 - Callback Pay	1,606	1,606	2,623	1,606	1,606	1,606	0	1,606	1,606	0	0.00%
5212000 - Social Security Replace Progrm	27,904	27,904	21,783	27,061	0	27,080	2,630	29,710	29,710	1,806	6.47%
5213000 - Soc Sec Replace Pgm-Xtra Help	962	4,019	1,315	4,019	4,019	4,140	0	4,140	4,140	121	3.01%
5214000 - PERS	53,671	53,671	41,419	51,328	0	55,469	5,387	60,856	60,856	7,185	13.38%
5214002 - PERS - Extra Help	0	0	2,670	400	0	0	0	0	0	0	0.00%
5215000 - Insurance Premium Allowance	122,827	122,827	105,636	119,826	0	105,568	4,150	109,718	109,718	-13,109	-10.67%
5220000 - Medicare	6,526	6,526	5,267	6,329	0	6,333	615	6,948	6,948	422	6.46%
5221000 - Medicare - Extra Help	225	940	307	940	968	968	0	968	968	28	2.97%
5230000 - Labor & Industries	11,997	11,997	9,040	11,476	0	11,054	1,731	12,785	12,785	788	6.56%
5231000 - Labor & Industries-Extra Help	800	2,733	972	2,733	2,733	2,643	0	2,643	2,643	-90	-3.29%
5310000 - Office Supplies	500	500	93	500	500	500	0	500	500	0	0.00%
5320000 - Operating Supplies	78,500	78,500	65,442	78,500	95,500	99,500	300	99,800	99,800	21,300	27.13%
5350000 - Small Tools/Minor Equipment	4,150	4,150	1,088	4,150	4,150	4,150	0	4,150	4,150	0	0.00%
5410000 - Professional Services	15,500	15,500	1,414	15,500	15,500	15,500	0	15,500	15,500	0	0.00%
5410001 - Janitorial Service	2,722	0	0	0	0	0	0	0	0	0	0.00%
5430000 - Travel(Lodge,meals,miles)	1,180	1,180	119	1,180	1,180	1,180	300	1,480	1,480	300	25.42%
5431000 - Mileage Reimb. Local Travel	50	50	0	50	50	50	0	50	50	0	0.00%
5450000 - Operating Rentals & Lease	19,000	19,000	19,166	19,000	20,000	20,000	0	20,000	20,000	1,000	5.26%
5472000 - Utility-Water	29,332	29,332	12,467	29,332	29,332	29,332	0	29,332	29,332	0	0.00%
5475000 - UTILITY-GARBAGE/SOLID WASTE	16,524	16,524	3,354	16,524	16,524	12,524	-10,000	2,524	2,524	-14,000	-84.72%
5480000 - Repairs & Maintenance	286,000	230,990	67,288	230,990	286,000	243,500	0	243,500	243,500	12,510	5.41%
5491000 - Dues, Subscriptions	500	500	356	500	500	500	0	500	500	0	0.00%
5492000 - Filing,Recording,Witness Fees	0	0	106	0	0	0	0	0	0	0	0.00%
5494000 - Registration/Training/Admissn	3,000	3,000	910	3,000	3,000	3,000	300	3,300	3,300	300	10.00%
5510000 - Intergovt Professional Service	32,500	32,500	59	32,500	32,500	20,000	-10,000	10,000	10,000	-22,500	-69.23%
5640000 - Machinery & Equipment	0	5,257	293	5,257	0	0	3,351	3,351	3,351	-1,906	-36.25%
5910000 - Interfund Chg-Equip Replacemnt	112,398	112,398	112,398	112,398	107,821	140,373	363	140,736	140,736	28,338	25.21%
5950000 - Interfund Vehicle Operat/Maint	96,657	96,657	96,657	96,657	100,680	88,032	339	88,371	88,371	-8,286	-8.57%
Total Expense Accounts:	1,401,779	1,404,314	950,305	1,384,211	800,497	1,407,703	41,885	1,449,588	1,449,588	45,274	3.22%
Total Street Fund:	1,718,950	1,721,485	1,158,669	1,701,382	1,055,696	2,325,334	51,481	2,376,815	2,376,815	655,330	38.06%
Department 25 Planning & Community											
Expense Accounts											
5410000 - Professional Services	100,000	100,000	0	100,000	100,000	100,000	30,000	130,000	130,000	30,000	30.00%
5496000 - Judgements/Settlements	0	0	4,000	0	0	0	0	0	0	0	0.00%
Total Expense Accounts:	100,000	100,000	4,000	100,000	100,000	100,000	30,000	130,000	130,000	30,000	30.00%

Comparative Budget Worksheet By Object

Object	2017 Adopted Budget	2017 Current Budget	2017 YTD Actuals	2017 Current Year Est.	2018 Base Budget	2018 Dept Request	2018 Supplemental Request	2018 Proposed Budget	2018 Final Budget	Change in Budget	Pct Chg
Total Code Abatement Fund:	100,000	100,000	4,000	100,000	100,000	100,000	30,000	130,000	130,000	30,000	30.00%
Department 20 Police											
TRANSFER OUT ACCOUNTS											
5970000 - Operating Transfers Out	195,000	195,000	0	594,897	0	0	0	0	0	-195,000	-100.00%
Total TRANSFER OUT ACCOUNTS:	195,000	195,000	0	594,897	0	0	0	0	0	-195,000	-100.00%
Expense Accounts											
5310000 - Office Supplies	400	400	0	400	400	400	0	400	400	0	0.00%
5320000 - Operating Supplies	400	400	0	400	400	400	0	400	400	0	0.00%
5350000 - Small Tools/Minor Equipment	2,700	2,700	0	2,700	0	0	0	0	0	-2,700	-100.00%
5420000 - Telephone	543	543	362	543	543	543	0	543	543	0	0.00%
5430000 - Travel(Lodge,meals,miles)	0	0	1,907	0	10,250	10,250	0	10,250	10,250	10,250	0.00%
5494000 - Registration/Training/Admissn	0	0	5,425	0	6,650	6,650	0	6,650	6,650	6,650	0.00%
5640000 - Machinery & Equipment	15,000	15,000	0	15,000	0	0	0	0	0	-15,000	-100.00%
Total Expense Accounts:	19,043	19,043	7,694	19,043	18,243	18,243	0	18,243	18,243	-800	-4.20%
Total State Drug Enforcement Forfeit:	214,043	214,043	7,694	613,940	18,243	18,243	0	18,243	18,243	-195,800	-91.47%
Department 24 Parks, Recreation, Cultural Sv											
Expense Accounts											
5110000 - Salaries	0	9,623	2,918	9,623	0	17,185	0	17,185	17,185	7,562	78.58%
5111000 - Salaries-Extra Help	11,162	11,162	4,382	4,383	2,141	0	0	0	0	-11,162	-100.00%
5212000 - Social Security Replace Progrm	0	0	192	609	0	1,065	0	1,065	1,065	1,065	0.00%
5213000 - Soc Sec Replace Pgm-Xtra Help	692	692	260	261	133	0	0	0	0	-692	-100.00%
5214000 - PERS	0	0	363	1,222	0	2,183	0	2,183	2,183	2,183	0.00%
5215000 - Insurance Premium Allowance	0	0	739	3,009	0	3,009	0	3,009	3,009	3,009	0.00%
5220000 - Medicare	0	0	55	142	0	249	0	249	249	249	0.00%
5221000 - Medicare - Extra Help	162	162	61	61	31	0	0	0	0	-162	-100.00%
5230000 - Labor & Industries	0	0	100	239	0	555	0	555	555	555	0.00%
5231000 - Labor & Industries-Extra Help	239	239	26	27	181	0	0	0	0	-239	-100.00%
5310000 - Office Supplies	0	0	81	0	0	0	0	0	0	0	0.00%
5320000 - Operating Supplies	0	0	514	0	0	0	0	0	0	0	0.00%
5330000 - Program Supplies	11,025	11,025	49	700	11,025	1,500	0	1,500	1,500	-9,525	-86.39%
5350000 - Small Tools/Minor Equipment	0	0	588	0	0	0	0	0	0	0	0.00%
5410000 - Professional Services	30,000	30,000	33,683	34,200	30,000	25,500	0	25,500	25,500	-4,500	-15.00%
5430000 - Travel(Lodge,meals,miles)	0	0	84	800	0	1,000	0	1,000	1,000	1,000	0.00%
5450000 - Operating Rentals & Lease	0	0	343	1,000	0	1,000	0	1,000	1,000	1,000	0.00%
5493000 - Printing & Binding	0	0	0	0	0	1,500	0	1,500	1,500	1,500	0.00%
5494000 - Registration/Training/Admissn	0	0	0	100	0	500	0	500	500	500	0.00%
5630000 - Other Improvements	33,300	33,300	10,351	10,800	33,300	140,000	0	140,000	140,000	106,700	320.42%
5650000 - Construction of Fixed Assets	0	0	0	0	0	0	0	0	0	0	0.00%
Total Expense Accounts:	86,580	96,203	54,789	67,176	76,811	195,246	0	195,246	195,246	99,043	102.95%

Comparative Budget Worksheet By Object

Object	2017 Adopted Budget	2017 Current Budget	2017 YTD Actuals	2017 Current Year Est.	2018 Base Budget	2018 Dept Request	2018 Supplemental Request	2018 Proposed Budget	2018 Final Budget	Change in Budget	Pct Chg
Total Public Arts Fund:	86,580	96,203	54,789	67,176	76,811	195,246	0	195,246	195,246	99,043	102.95%
Department 20 Police											
TRANSFER OUT ACCOUNTS											
5970000 - Operating Transfers Out	242,397	242,397	0	242,397	0	0	0	0	0	-242,397	-100.00%
Total TRANSFER OUT ACCOUNTS:	242,397	242,397	0	242,397	0	0	0	0	0	-242,397	-100.00%
Expense Accounts											
5320000 - Operating Supplies	3,000	3,000	0	3,000	3,000	3,000	0	3,000	3,000	0	0.00%
5350000 - Small Tools/Minor Equipment	10,000	10,000	0	10,000	10,000	10,000	0	10,000	10,000	0	0.00%
5640000 - Machinery & Equipment	45,000	45,000	0	45,000	0	0	0	0	0	-45,000	-100.00%
Total Expense Accounts:	58,000	58,000	0	58,000	13,000	13,000	0	13,000	13,000	-45,000	-77.58%
Total Federal Drug Enforcement Forfe:	300,397	300,397	0	300,397	13,000	13,000	0	13,000	13,000	-287,397	-95.67%
Department 99 Not Applicable											
TRANSFER OUT ACCOUNTS											
5970000 - Operating Transfers Out	500,799	500,799	500,799	506,938	0	0	0	0	0	-500,799	-100.00%
Total TRANSFER OUT ACCOUNTS:	500,799	500,799	500,799	506,938	0	0	0	0	0	-500,799	-100.00%
Total Property Tax Equalization Fund:	500,799	500,799	500,799	506,938	0	0	0	0	0	-500,799	-100.00%
Department 20 Police											
TRANSFER OUT ACCOUNTS											
5970000 - Operating Transfers Out	785,151	803,220	123,984	1,038,818	0	0	0	0	0	-803,220	-100.00%
Total TRANSFER OUT ACCOUNTS:	785,151	803,220	123,984	1,038,818	0	0	0	0	0	-803,220	-100.00%
Total Federal Criminal Forfeitures:	785,151	803,220	123,984	1,038,818	0	0	0	0	0	-803,220	-100.00%
Department 99 Not Applicable											
TRANSFER OUT ACCOUNTS											
5970000 - Operating Transfers Out	221,400	221,400	0	0	0	221,400	0	221,400	221,400	0	0.00%
Total TRANSFER OUT ACCOUNTS:	221,400	221,400	0	0	0	221,400	0	221,400	221,400	0	0.00%
Total Transportation Impact Fees:	221,400	221,400	0	0	0	221,400	0	221,400	221,400	0	0.00%
Department 99 Not Applicable											
TRANSFER OUT ACCOUNTS											
5970000 - Operating Transfers Out	0	0	0	0	0	50,000	0	50,000	50,000	50,000	0.00%
Total TRANSFER OUT ACCOUNTS:	0	0	0	0	0	50,000	0	50,000	50,000	50,000	0.00%
Total PARKS Impact Fees:	0	0	0	0	0	50,000	0	50,000	50,000	50,000	0.00%
Department 32 Debt ServicesDepartment											
Expense Accounts											
5410000 - Professional Services	3,000	3,000	0	3,000	3,000	3,000	0	3,000	3,000	0	0.00%
5700000 - Debt Service-Principal	1,345,000	1,345,000	0	1,601,000	1,609,000	1,609,000	0	1,609,000	1,609,000	264,000	19.62%
5800000 - Debt Service-Interest	362,375	362,375	0	101,971	85,925	85,925	0	85,925	85,925	-276,450	-76.28%
5830000 - Debt Svc GO Bond Int Long Term	0	0	50,843	0	0	0	0	0	0	0	0.00%

Comparative Budget Worksheet By Object

Object	2017 Adopted Budget	2017 Current Budget	2017 YTD Actuals	2017 Current Year Est.	2018 Base Budget	2018 Dept Request	2018 Supplemental Request	2018 Proposed Budget	2018 Final Budget	Change in Budget	Pct Chg
Total Expense Accounts:	1,710,375	1,710,375	50,843	1,705,971	1,697,925	1,697,925	0	1,697,925	1,697,925	-12,450	-0.72%
Total Unltd Tax GO Bond Fund, 2006:	1,710,375	1,710,375	50,843	1,705,971	1,697,925	1,697,925	0	1,697,925	1,697,925	-12,450	-0.72%
Department 32 Debt ServicesDepartment											
Expense Accounts											
5410000 - Professional Services	1,500	1,500	350	1,500	1,500	1,500	0	1,500	1,500	0	0.00%
5711000 - Ltd GO Bonds Debt Svc Principa	535,000	535,000	0	535,000	555,000	555,000	0	555,000	555,000	20,000	3.73%
5830000 - Debt Svc GO Bond Int Long Term	1,125,317	1,125,317	562,659	1,125,317	1,103,917	1,103,917	0	1,103,917	1,103,917	-21,400	-1.90%
5851000 - Ltd GO Bonds Debt Registration	1,000	1,000	0	1,000	1,000	1,000	0	1,000	1,000	0	0.00%
Total Expense Accounts:	1,662,817	1,662,817	563,009	1,662,817	1,661,417	1,661,417	0	1,661,417	1,661,417	-1,400	-0.08%
Total Limited Tax GO Bond 2009:	1,662,817	1,662,817	563,009	1,662,817	1,661,417	1,661,417	0	1,661,417	1,661,417	-1,400	-0.08%
Department 32 Debt ServicesDepartment											
Expense Accounts											
5410000 - Professional Services	510	510	0	510	510	510	0	510	510	0	0.00%
5700000 - Debt Service-Principal	135,000	135,000	0	135,000	145,000	145,000	0	145,000	145,000	10,000	7.40%
5800000 - Debt Service-Interest	125,438	125,438	0	125,438	115,125	115,125	0	115,125	115,125	-10,313	-8.22%
5830000 - Debt Svc GO Bond Int Long Term	0	0	60,188	0	0	0	0	0	0	0	0.00%
Total Expense Accounts:	260,948	260,948	60,188	260,948	260,635	260,635	0	260,635	260,635	-313	-0.11%
Total Limited Tax GO Bond 2013:	260,948	260,948	60,188	260,948	260,635	260,635	0	260,635	260,635	-313	-0.11%
Department 28 General Government CIP											
TRANSFER OUT ACCOUNTS											
5970001 - Trans Out GF Overhead	45,782	45,782	34,337	45,782	20,629	23,501	0	23,501	23,501	-22,281	-48.66%
5970004 - Transfer Out Debt Service	663,946	663,946	663,946	663,946	662,546	662,546	0	662,546	662,546	-1,400	-0.21%
Total TRANSFER OUT ACCOUNTS:	709,728	709,728	698,283	709,728	683,175	686,047	0	686,047	686,047	-23,681	-3.33%
Expense Accounts											
5110000 - Salaries	221,835	221,835	151,031	208,539	0	224,279	0	224,279	224,279	2,444	1.10%
5112000 - Overtime	0	0	2,676	0	0	0	0	0	0	0	0.00%
5212000 - Social Security Replace Progrm	13,753	13,753	9,224	12,433	0	13,905	0	13,905	13,905	152	1.10%
5214000 - PERS	26,455	26,455	17,884	23,915	0	28,483	0	28,483	28,483	2,028	7.66%
5215000 - Insurance Premium Allowance	40,765	40,765	33,916	37,113	0	38,700	0	38,700	38,700	-2,065	-5.06%
5220000 - Medicare	3,218	3,218	2,201	2,909	0	3,252	0	3,252	3,252	34	1.05%
5230000 - Labor & Industries	2,607	2,607	1,377	2,332	0	3,114	0	3,114	3,114	507	19.44%
5310000 - Office Supplies	250	250	0	250	250	250	0	250	250	0	0.00%
5320000 - Operating Supplies	0	0	2,697	0	0	0	0	0	0	0	0.00%
5350000 - Small Tools/Minor Equipment	250	250	0	250	250	250	0	250	250	0	0.00%
5360000 - Software/Upgrades/Licenses	285	285	0	285	285	285	0	285	285	0	0.00%
5410000 - Professional Services	470,823	885,025	307,244	732,107	9,728	589,784	0	589,784	589,784	-295,241	-33.35%
5412000 - Advertising	0	0	1,369	0	0	0	0	0	0	0	0.00%
5430000 - Travel(Lodge,meals,miles)	500	500	0	500	500	500	0	500	500	0	0.00%

Comparative Budget Worksheet By Object

Object	2017 Adopted Budget	2017 Current Budget	2017 YTD Actuals	2017 Current Year Est.	2018 Base Budget	2018 Dept Request	2018 Supplemental Request	2018 Proposed Budget	2018 Final Budget	Change in Budget	Pct Chg
5431000 - Mileage Reimb. Local Travel	200	200	0	200	200	200	0	200	200	0	0.00%
5450000 - Operating Rentals & Lease	0	0	127	0	0	0	0	0	0	0	0.00%
5471000 - Utility-Electricity	0	0	439	0	0	0	0	0	0	0	0.00%
5472000 - Utility-Water	0	0	178	0	0	0	0	0	0	0	0.00%
5473000 - Utility-Gas	0	0	284	0	0	0	0	0	0	0	0.00%
5474000 - UTILITY-SEWER	0	0	339	0	0	0	0	0	0	0	0.00%
5480000 - Repairs & Maintenance	0	33,514	22,298	0	0	0	0	0	0	-33,514	-100.00%
5493000 - Printing & Binding	0	0	177	0	0	0	0	0	0	0	0.00%
5494000 - Registration/Training/Admissn	1,000	1,000	300	1,000	1,000	1,000	0	1,000	1,000	0	0.00%
5510000 - Intergovt Professional Service	0	0	24,113	0	0	0	0	0	0	0	0.00%
5630000 - Other Improvements	222,233	303,666	0	386,528	0	378,947	0	378,947	378,947	75,281	24.79%
5650000 - Construction of Fixed Assets	6,904,841	6,904,841	1,290,277	6,154,330	0	3,218,672	0	3,218,672	3,218,672	-3,686,169	-53.38%
5901000 - Interfund Prof Svc-Bld Permits	0	0	5,113	0	0	0	0	0	0	0	0.00%
Total Expense Accounts:	7,909,015	8,438,164	1,873,264	7,562,691	12,213	4,501,621	0	4,501,621	4,501,621	-3,936,543	-46.65%
Total General Capital Fund:	8,618,743	9,147,892	2,571,547	8,272,419	695,388	5,187,668	0	5,187,668	5,187,668	-3,960,224	-43.29%
Department 31 Facility Major Maintenance											
Expense Accounts											
5110000 - Salaries	0	0	30	30	0	0	0	0	0	0	0.00%
5212000 - Social Security Replace Progrm	0	0	2	2	0	0	0	0	0	0	0.00%
5214000 - PERS	0	0	3	3	0	0	0	0	0	0	0.00%
5215000 - Insurance Premium Allowance	0	0	11	11	0	0	0	0	0	0	0.00%
5220000 - Medicare	0	0	0	1	0	0	0	0	0	0	0.00%
5230000 - Labor & Industries	0	0	0	0	0	0	0	0	0	0	0.00%
5410000 - Professional Services	0	0	0	0	0	0	0	0	0	0	0.00%
5480000 - Repairs & Maintenance	0	0	0	0	0	9,000	0	9,000	9,000	9,000	0.00%
5630000 - Other Improvements	96,000	96,000	84,904	103,884	0	144,213	0	144,213	144,213	48,213	50.22%
5650000 - Construction of Fixed Assets	0	0	0	0	0	0	0	0	0	0	0.00%
Total Expense Accounts:	96,000	96,000	84,950	103,931	0	153,213	0	153,213	153,213	57,213	59.59%
Total City Facility-Major Maint Fund:	96,000	96,000	84,950	103,931	0	153,213	0	153,213	153,213	57,213	59.59%
Department 29 Roads Capital Improvements											
TRANSFER OUT ACCOUNTS											
5970001 - Trans Out GF Overhead	64,736	64,736	48,552	64,736	50,082	57,194	0	57,194	57,194	-7,542	-11.65%
Total TRANSFER OUT ACCOUNTS:	64,736	64,736	48,552	64,736	50,082	57,194	0	57,194	57,194	-7,542	-11.65%
Expense Accounts											
5110000 - Salaries	867,970	867,970	446,288	797,998	0	1,016,422	-29,352	987,070	987,070	119,100	13.72%
5111000 - Salaries-Extra Help	0	0	4,479	0	0	0	0	0	0	0	0.00%
5112000 - Overtime	0	0	7,923	0	0	0	0	0	0	0	0.00%
5212000 - Social Security Replace Progrm	53,816	53,816	27,935	49,477	0	63,019	-1,820	61,199	61,199	7,383	13.71%
5213000 - Soc Sec Replace Pgm-Xtra Help	0	0	271	0	0	0	0	0	0	0	0.00%

Comparative Budget Worksheet By Object

Object	2017 Adopted Budget	2017 Current Budget	2017 YTD Actuals	2017 Current Year Est.	2018 Base Budget	2018 Dept Request	2018 Supplemental Request	2018 Proposed Budget	2018 Final Budget	Change in Budget	Pct Chg
5214000 - PERS	103,503	103,503	53,287	95,160	0	129,088	-3,728	125,360	125,360	21,857	21.11%
5214002 - PERS - Extra Help	0	0	445	0	0	0	0	0	0	0	0.00%
5215000 - Insurance Premium Allowance	136,127	136,127	87,484	126,055	0	150,227	-6,078	144,149	144,149	8,022	5.89%
5220000 - Medicare	12,585	12,585	6,839	11,570	0	14,738	-426	14,312	14,312	1,727	13.72%
5221000 - Medicare - Extra Help	0	0	64	0	0	0	0	0	0	0	0.00%
5230000 - Labor & Industries	7,117	7,117	4,320	6,750	0	8,579	-107	8,472	8,472	1,355	19.03%
5231000 - Labor & Industries-Extra Help	0	0	175	0	0	0	0	0	0	0	0.00%
5310000 - Office Supplies	250	250	134	250	250	250	0	250	250	0	0.00%
5320000 - Operating Supplies	0	0	381	0	0	0	0	0	0	0	0.00%
5350000 - Small Tools/Minor Equipment	300	300	0	300	300	300	0	300	300	0	0.00%
5360000 - Software/Upgrades/Licenses	2,500	2,500	2,267	2,500	2,500	2,500	0	2,500	2,500	0	0.00%
5410000 - Professional Services	10,168,916	10,836,236	395,922	6,894,095	7,194	6,366,242	0	6,366,242	6,366,242	-4,469,994	-41.25%
5412000 - Advertising	0	0	2,469	0	0	0	0	0	0	0	0.00%
5425000 - Postage/Courier	0	0	5	0	0	0	0	0	0	0	0.00%
5430000 - Travel(Lodge,meals,miles)	1,200	1,200	440	1,200	1,200	1,200	0	1,200	1,200	0	0.00%
5431000 - Mileage Reimb. Local Travel	100	100	0	100	100	100	0	100	100	0	0.00%
5450000 - Operating Rentals & Lease	79,497	79,497	160	0	0	127,216	0	127,216	127,216	47,719	60.02%
5472000 - Utility-Water	0	0	213	0	0	0	0	0	0	0	0.00%
5491000 - Dues, Subscriptions	800	800	1,939	800	800	800	0	800	800	0	0.00%
5493000 - Printing & Binding	0	0	2,566	0	0	0	0	0	0	0	0.00%
5494000 - Registration/Training/Admissn	2,350	2,350	595	2,350	2,350	2,350	0	2,350	2,350	0	0.00%
5510000 - Intergovt Professional Service	0	72,348	33,850	72,348	0	0	0	0	0	-72,348	-100.00%
5610000 - Land	905,000	905,000	0	405,000	0	0	0	0	0	-905,000	-100.00%
5630000 - Other Improvements	727,741	736,486	2,071,809	718,370	0	613,950	0	613,950	613,950	-122,536	-16.63%
5640000 - Machinery & Equipment	0	0	0	0	0	0	0	0	0	0	0.00%
5650000 - Construction of Fixed Assets	3,743,858	4,012,799	235,049	3,561,419	0	2,615,372	0	2,615,372	2,615,372	-1,397,427	-34.82%
5901000 - Interfund Prof Svc-Bld Permits	0	0	561	0	0	0	0	0	0	0	0.00%
5910000 - Interfund Chg-Equip Replacemnt	867	867	867	867	867	768	0	768	768	-99	-11.41%
5950000 - Interfund Vehicle Operat/Maint	777	777	777	777	1,551	1,362	0	1,362	1,362	585	75.28%
Total Expense Accounts:	16,815,274	17,832,628	3,389,514	12,747,386	17,112	11,114,483	-41,511	11,072,972	11,072,972	-6,759,656	-37.90%
Total Roads Capital Fund:	16,880,010	17,897,364	3,438,066	12,812,122	67,194	11,171,677	-41,511	11,130,166	11,130,166	-6,767,198	-37.81%
Department 27 Public Works											
TRANSFER OUT ACCOUNTS											
5970000 - Operating Transfers Out	14,122	14,122	0	14,122	0	0	0	0	0	-14,122	-100.00%
5970001 - Trans Out GF Overhead	437,847	437,847	328,385	437,847	453,866	510,351	0	510,351	510,351	72,504	16.55%
Total TRANSFER OUT ACCOUNTS:	451,969	451,969	328,385	451,969	453,866	510,351	0	510,351	510,351	58,382	12.91%
Expense Accounts											
5110000 - Salaries	767,543	767,543	467,837	739,693	0	749,507	226,689	976,196	976,196	208,653	27.18%
5111000 - Salaries-Extra Help	31,595	31,595	34,968	31,595	31,595	20,453	0	20,453	20,453	-11,142	-35.26%
5112000 - Overtime	5,240	5,240	287	5,240	5,240	5,240	0	5,240	5,240	0	0.00%

Comparative Budget Worksheet By Object

Object	2017 Adopted Budget	2017 Current Budget	2017 YTD Actuals	2017 Current Year Est.	2018 Base Budget	2018 Dept Request	2018 Supplemental Request	2018 Proposed Budget	2018 Final Budget	Change in Budget	Pct Chg
5112100 - Overtime-Extra Help	100	100	0	100	100	100	0	100	100	0	0.00%
5113000 - Standby Pay	1,100	1,100	288	1,100	1,100	1,100	0	1,100	1,100	0	0.00%
5114000 - Callback Pay	2,000	2,000	1,749	2,000	2,000	2,000	0	2,000	2,000	0	0.00%
5115000 - Vacation Buy-Out	0	0	1,170	1,170	0	0	0	0	0	0	0.00%
5212000 - Social Security Replace Progrm	47,588	47,588	28,554	45,861	0	46,469	14,055	60,524	60,524	12,936	27.18%
5213000 - Soc Sec Replace Pgm-Xtra Help	1,959	1,959	2,168	1,959	1,959	1,268	0	1,268	1,268	-691	-35.27%
5214000 - PERS	91,529	91,529	54,877	88,390	0	95,187	28,789	123,976	123,976	32,447	35.44%
5214002 - PERS - Extra Help	3,046	3,046	4,037	3,046	3,046	1,523	0	1,523	1,523	-1,523	-50.00%
5215000 - Insurance Premium Allowance	157,643	157,643	113,467	150,007	0	151,745	41,587	193,332	193,332	35,689	22.63%
5220000 - Medicare	11,129	11,129	6,839	10,725	0	10,868	7,446	18,314	18,314	7,185	64.56%
5221000 - Medicare - Extra Help	458	458	507	458	458	297	0	297	297	-161	-35.15%
5230000 - Labor & Industries	17,442	17,442	8,051	17,012	0	16,551	6,701	23,252	23,252	5,810	33.31%
5231000 - Labor & Industries-Extra Help	2,146	2,146	1,846	2,146	2,146	870	0	870	870	-1,276	-59.45%
5310000 - Office Supplies	900	900	277	900	900	900	0	900	900	0	0.00%
5320000 - Operating Supplies	62,228	62,228	20,240	62,228	62,228	56,228	100	56,328	56,328	-5,900	-9.48%
5330000 - Program Supplies	5,235	5,235	799	5,235	5,235	5,235	0	5,235	5,235	0	0.00%
5350000 - Small Tools/Minor Equipment	5,000	5,000	286	5,000	5,000	5,000	0	5,000	5,000	0	0.00%
5360000 - Software/Upgrades/Licenses	0	0	0	0	0	0	0	0	0	0	0.00%
5410000 - Professional Services	216,842	216,842	42,582	216,842	146,842	432,612	22,500	455,112	455,112	238,270	109.88%
5420000 - Telephone	1,300	1,300	909	1,300	1,300	1,300	0	1,300	1,300	0	0.00%
5425000 - Postage/Courier	4,625	4,625	446	4,625	4,625	4,625	0	4,625	4,625	0	0.00%
5430000 - Travel(Lodge,meals,miles)	4,934	4,934	853	4,934	4,934	4,784	100	4,884	4,884	-50	-1.01%
5431000 - Mileage Reimb. Local Travel	150	150	368	150	150	300	0	300	300	150	100.00%
5442000 - Taxes & Operating Assessment	0	0	0	292,139	0	19,859	0	19,859	19,859	19,859	0.00%
5450000 - Operating Rentals & Lease	150,396	150,396	80,244	150,396	151,424	155,945	0	155,945	155,945	5,549	3.68%
5471000 - Utility-Electricity	1,769	1,769	1,027	1,769	1,769	1,769	0	1,769	1,769	0	0.00%
5475000 - UTILITY-GARBAGE/SOLID WASTE	16,009	16,009	4,697	16,009	16,009	22,009	0	22,009	22,009	6,000	37.47%
5480000 - Repairs & Maintenance	483,000	521,784	93,205	520,614	483,000	1,283,997	-17,000	1,266,997	1,266,997	745,213	142.82%
5491000 - Dues, Subscriptions	2,714	2,714	1,393	2,714	2,798	2,798	0	2,798	2,798	84	3.09%
5492000 - Filing,Recording,Witness Fees	0	0	77	0	0	0	0	0	0	0	0.00%
5493000 - Printing & Binding	3,000	3,000	0	3,000	3,000	3,000	0	3,000	3,000	0	0.00%
5494000 - Registration/Training/Admissn	10,008	10,008	4,724	10,008	10,008	24,908	100	25,008	25,008	15,000	149.88%
5495000 - City Grants to Other Agencies	0	0	0	0	0	0	0	0	0	0	0.00%
5497000 - LID Rebate Program	20,000	20,000	3,200	20,000	20,000	20,000	0	20,000	20,000	0	0.00%
5510000 - Intergovt Professional Service	195,120	195,120	117,861	195,120	205,692	205,692	0	205,692	205,692	10,572	5.41%
5640000 - Machinery & Equipment	0	0	0	0	0	0	30,163	30,163	30,163	30,163	0.00%
5700000 - Debt Service-Principal	508,866	508,866	326,475	440,103	442,760	820,136	0	820,136	820,136	311,270	61.16%
5800000 - Debt Service-Interest	17,956	17,956	30,338	52,887	48,596	48,596	0	48,596	48,596	30,640	170.63%
5910000 - Interfund Chg-Equip Replacemnt	106,325	106,325	106,325	106,325	104,673	123,460	3,269	126,729	126,729	20,404	19.19%
5950000 - Interfund Vehicle Operat/Maint	119,966	119,966	119,966	119,966	98,876	84,547	3,052	87,599	87,599	-32,367	-26.98%
Total Expense Accounts:	3,076,861	3,115,645	1,682,937	3,332,766	1,867,463	4,430,878	367,551	4,798,429	4,798,429	1,682,784	54.01%

Comparative Budget Worksheet By Object

Object	2017 Adopted Budget	2017 Current Budget	2017 YTD Actuals	2017 Current Year Est.	2018 Base Budget	2018 Dept Request	2018 Supplemental Request	2018 Proposed Budget	2018 Final Budget	Change in Budget	Pct Chg
Department 30 Surface Water CIP											
TRANSFER OUT ACCOUNTS											
5970000 - Operating Transfers Out	0	0	0	0	0	0	0	0	0	0	0.00%
5970001 - Trans Out GF Overhead	204,105	204,105	153,079	204,105	177,673	199,959	0	199,959	199,959	-4,146	-2.03%
Total TRANSFER OUT ACCOUNTS:	204,105	204,105	153,079	204,105	177,673	199,959	0	199,959	199,959	-4,146	-2.03%
Expense Accounts											
5110000 - Salaries	251,995	251,995	166,331	251,995	0	227,811	0	227,811	227,811	-24,184	-9.59%
5112000 - Overtime	0	0	546	0	0	0	0	0	0	0	0.00%
5212000 - Social Security Replace Progrm	15,623	15,623	9,953	15,623	0	14,124	0	14,124	14,124	-1,499	-9.59%
5214000 - PERS	30,051	30,051	19,467	30,051	0	28,931	0	28,931	28,931	-1,120	-3.72%
5215000 - Insurance Premium Allowance	46,977	46,977	36,397	46,977	0	41,110	0	41,110	41,110	-5,867	-12.48%
5220000 - Medicare	3,655	3,655	2,420	3,655	0	3,304	0	3,304	3,304	-351	-9.60%
5230000 - Labor & Industries	1,706	1,706	1,354	1,706	0	1,618	0	1,618	1,618	-88	-5.15%
5310000 - Office Supplies	300	300	0	300	300	300	0	300	300	0	0.00%
5350000 - Small Tools/Minor Equipment	350	350	0	350	350	350	0	350	350	0	0.00%
5360000 - Software/Upgrades/Licenses	2,500	2,500	1,717	2,500	2,500	2,500	0	2,500	2,500	0	0.00%
5410000 - Professional Services	1,640,968	1,746,615	570,680	925,318	8,349	882,898	0	882,898	882,898	-863,717	-49.45%
5412000 - Advertising	0	0	814	0	0	0	0	0	0	0	0.00%
5430000 - Travel(Lodge,meals,miles)	1,000	1,000	0	1,000	1,000	1,000	0	1,000	1,000	0	0.00%
5431000 - Mileage Reimb. Local Travel	50	50	0	50	50	50	0	50	50	0	0.00%
5442000 - Taxes & Operating Assessment	0	0	31,715	0	0	0	0	0	0	0	0.00%
5480000 - Repairs & Maintenance	0	0	17,479	0	0	0	0	0	0	0	0.00%
5491000 - Dues, Subscriptions	400	400	1,236	400	400	400	0	400	400	0	0.00%
5494000 - Registration/Training/Admissn	1,300	1,300	33	1,300	1,300	1,300	0	1,300	1,300	0	0.00%
5630000 - Other Improvements	11,701	11,701	108,831	0	0	0	0	0	0	-11,701	-100.00%
5650000 - Construction of Fixed Assets	354,066	354,066	0	578,442	0	209,000	0	209,000	209,000	-145,066	-40.97%
5800000 - Debt Service-Interest	0	0	-4,761	0	0	0	0	0	0	0	0.00%
5840000 - Debt Issue Costs	0	0	3,500	0	0	0	0	0	0	0	0.00%
5910000 - Interfund Chg-Equip Replacemnt	867	867	867	867	867	768	0	768	768	-99	-11.41%
5950000 - Interfund Vehicle Operat/Maint	777	777	777	777	1,551	1,362	0	1,362	1,362	585	75.28%
Total Expense Accounts:	2,364,286	2,469,933	969,356	1,861,311	16,667	1,416,826	0	1,416,826	1,416,826	-1,053,107	-42.63%
Total SWM Utility Fund:	6,097,221	6,241,652	3,133,757	5,850,151	2,515,669	6,558,014	367,551	6,925,565	6,925,565	683,913	10.95%
Department 16 Administrative Services											
Expense Accounts											
5110000 - Salaries	0	0	0	0	0	236,343	0	236,343	236,343	236,343	0.00%
5112000 - Overtime	0	0	0	0	0	1,480	0	1,480	1,480	1,480	0.00%
5212000 - Social Security Replace Progrm	0	0	0	0	0	14,653	0	14,653	14,653	14,653	0.00%
5214000 - PERS	0	0	0	0	0	30,016	0	30,016	30,016	30,016	0.00%
5215000 - Insurance Premium Allowance	0	0	0	0	0	85,412	0	85,412	85,412	85,412	0.00%
5220000 - Medicare	0	0	0	0	0	3,427	0	3,427	3,427	3,427	0.00%

Comparative Budget Worksheet By Object

Object	2017 Adopted Budget	2017 Current Budget	2017 YTD Actuals	2017 Current Year Est.	2018 Base Budget	2018 Dept Request	2018 Supplemental Request	2018 Proposed Budget	2018 Final Budget	Change in Budget	Pct Chg
5230000 - Labor & Industries	0	0	0	0	0	1,612	0	1,612	1,612	1,612	0.00%
5310000 - Office Supplies	0	0	0	0	0	24,766	0	24,766	24,766	24,766	0.00%
5350000 - Small Tools/Minor Equipment	0	0	0	0	0	200	0	200	200	200	0.00%
5410000 - Professional Services	0	0	0	0	0	77,500	0	77,500	77,500	77,500	0.00%
5410002 - Credit Card Fees	0	0	0	0	0	11,000	0	11,000	11,000	11,000	0.00%
5425000 - Postage/Courier	0	0	0	0	0	43,355	0	43,355	43,355	43,355	0.00%
5430000 - Travel(Lodge,meals,miles)	0	0	0	0	0	3,000	0	3,000	3,000	3,000	0.00%
5442000 - Taxes & Operating Assessment	0	0	0	0	0	35,000	0	35,000	35,000	35,000	0.00%
5460000 - Insurance	0	0	0	0	0	6,000	0	6,000	6,000	6,000	0.00%
5491000 - Dues, Subscriptions	0	0	0	0	0	450	0	450	450	450	0.00%
5492000 - Filing,Recording,Witness Fees	0	0	0	0	0	16,150	0	16,150	16,150	16,150	0.00%
5494000 - Registration/Training/Admissn	0	0	0	0	0	750	0	750	750	750	0.00%
5510000 - Intergovt Professional Service	0	0	0	0	0	0	0	0	0	0	0.00%
5994000 - Operational Contingency	0	0	0	0	0	10,000	0	10,000	10,000	10,000	0.00%
Total Expense Accounts:	0	0	0	0	0	601,114	0	601,114	601,114	601,114	0.00%
Department 27 Public Works											
Expense Accounts											
5110000 - Salaries	0	0	0	0	0	790,848	0	790,848	790,848	790,848	0.00%
5112000 - Overtime	0	0	0	0	0	37,955	0	37,955	37,955	37,955	0.00%
5212000 - Social Security Replace Progrm	0	0	0	0	0	49,033	0	49,033	49,033	49,033	0.00%
5214000 - PERS	0	0	0	0	0	100,437	0	100,437	100,437	100,437	0.00%
5215000 - Insurance Premium Allowance	0	0	0	0	0	224,018	0	224,018	224,018	224,018	0.00%
5220000 - Medicare	0	0	0	0	0	11,467	0	11,467	11,467	11,467	0.00%
5230000 - Labor & Industries	0	0	0	0	0	20,401	0	20,401	20,401	20,401	0.00%
5310000 - Office Supplies	0	0	0	0	0	2,550	0	2,550	2,550	2,550	0.00%
5320000 - Operating Supplies	0	0	0	0	0	23,500	0	23,500	23,500	23,500	0.00%
5350000 - Small Tools/Minor Equipment	0	0	0	0	0	1,200	0	1,200	1,200	1,200	0.00%
5410000 - Professional Services	0	0	0	0	0	7,800	22,500	30,300	30,300	30,300	0.00%
5412000 - Advertising	0	0	0	0	0	1,000	0	1,000	1,000	1,000	0.00%
5430000 - Travel(Lodge,meals,miles)	0	0	0	0	0	9,600	0	9,600	9,600	9,600	0.00%
5450000 - Operating Rentals & Lease	0	0	0	0	0	5,100	0	5,100	5,100	5,100	0.00%
5471000 - Utility-Electricity	0	0	0	0	0	41,000	0	41,000	41,000	41,000	0.00%
5472000 - Utility-Water	0	0	0	0	0	5,000	0	5,000	5,000	5,000	0.00%
5473000 - Utility-Gas	0	0	0	0	0	300	0	300	300	300	0.00%
5475000 - UTILITY-GARBAGE/SOLID WASTE	0	0	0	0	0	2,500	0	2,500	2,500	2,500	0.00%
5480000 - Repairs & Maintenance	0	0	0	0	0	57,400	0	57,400	57,400	57,400	0.00%
5491000 - Dues, Subscriptions	0	0	0	0	0	3,480	0	3,480	3,480	3,480	0.00%
5492000 - Filing,Recording,Witness Fees	0	0	0	0	0	850	0	850	850	850	0.00%
5494000 - Registration/Training/Admissn	0	0	0	0	0	8,650	0	8,650	8,650	8,650	0.00%
5499000 - Miscellaneous Expenses	0	0	0	0	0	3,000	0	3,000	3,000	3,000	0.00%

Comparative Budget Worksheet By Object

Object	2017 Adopted Budget	2017 Current Budget	2017 YTD Actuals	2017 Current Year Est.	2018 Base Budget	2018 Dept Request	2018 Supplemental Request	2018 Proposed Budget	2018 Final Budget	Change in Budget	Pct Chg
5510000 - Intergovt Professional Service	0	0	0	0	0	5,800	0	5,800	5,800	5,800	0.00%
5910000 - Interfund Chg-Equip Replacemnt	0	0	0	0	0	68,192	0	68,192	68,192	68,192	0.00%
5950000 - Interfund Vehicle Operat/Maint	0	0	0	0	0	107,401	0	107,401	107,401	107,401	0.00%
Total Expense Accounts:	0	0	0	0	0	1,588,482	22,500	1,610,982	1,610,982	1,610,982	0.00%
Department 34 Wastewater											
TRANSFER OUT ACCOUNTS											
5970000 - Operating Transfers Out	0	337,211	0	0	337,211	0	0	0	0	-337,211	-100.00%
5970001 - Trans Out GF Overhead	0	0	0	0	808,129	0	0	0	0	0	0.00%
Total TRANSFER OUT ACCOUNTS:	0	337,211	0	0	1,145,340	0	0	0	0	-337,211	-100.00%
Expense Accounts											
5017210 - SWM Dep Exp-Building/Structure	0	47,000	0	0	47,000	0	0	0	0	-47,000	-100.00%
5017310 - SWM Dep Exp-Infrastructure	0	975,000	0	0	975,000	0	0	0	0	-975,000	-100.00%
5018110 - SWM Dep Exp-Machinery/Equip.	0	58,000	0	0	58,000	0	0	0	0	-58,000	-100.00%
5110000 - Salaries	0	1,020,970	0	197,537	0	0	0	0	0	-1,020,970	-100.00%
5112000 - Overtime	0	39,435	0	7,584	39,435	0	0	0	0	-39,435	-100.00%
5212000 - Social Security Replace Progrm	0	63,277	0	12,247	63,277	0	0	0	0	-63,277	-100.00%
5214000 - PERS	0	110,076	0	25,087	0	0	0	0	0	-110,076	-100.00%
5215000 - Insurance Premium Allowance	0	290,044	0	59,506	0	0	0	0	0	-290,044	-100.00%
5220000 - Medicare	0	14,800	0	2,864	522	0	0	0	0	-14,800	-100.00%
5230000 - Labor & Industries	0	21,274	0	4,233	21,274	0	0	0	0	-21,274	-100.00%
5310000 - Office Supplies	0	37,266	0	5,253	37,266	0	0	0	0	-37,266	-100.00%
5320000 - Operating Supplies	0	6,000	0	4,519	6,000	0	0	0	0	-6,000	-100.00%
5350000 - Small Tools/Minor Equipment	0	400	0	269	400	0	0	0	0	-400	-100.00%
5360000 - Software/Upgrades/Licenses	0	27,180	0	9,924	27,180	51,605	0	51,605	51,605	24,425	89.86%
5410000 - Professional Services	0	2,907,300	0	24,192	465,500	18,000	0	18,000	18,000	-2,889,300	-99.38%
5410002 - Credit Card Fees	0	11,000	0	2,115	11,000	0	0	0	0	-11,000	-100.00%
5412000 - Advertising	0	1,000	0	192	1,000	0	0	0	0	-1,000	-100.00%
5420000 - Telephone	0	16,200	0	3,115	16,200	16,200	0	16,200	16,200	0	0.00%
5425000 - Postage/Courier	0	43,355	0	8,338	43,355	0	0	0	0	-43,355	-100.00%
5430000 - Travel(Lodge,meals,miles)	0	27,650	0	2,423	27,650	0	0	0	0	-27,650	-100.00%
5442000 - Taxes & Operating Assessment	0	150,000	0	6,731	150,000	0	0	0	0	-150,000	-100.00%
5450000 - Operating Rentals & Lease	0	4,600	0	981	4,600	0	0	0	0	-4,600	-100.00%
5460000 - Insurance	0	64,800	0	1,154	64,800	0	0	0	0	-64,800	-100.00%
5471000 - Utility-Electricity	0	41,000	0	7,885	41,000	0	0	0	0	-41,000	-100.00%
5472000 - Utility-Water	0	5,000	0	962	5,000	0	0	0	0	-5,000	-100.00%
5473000 - Utility-Gas	0	300	0	58	300	0	0	0	0	-300	-100.00%
5475000 - UTILITY-GARBAGE/SOLID WASTE	0	1,000	0	481	1,000	0	0	0	0	-1,000	-100.00%
5476000 - Utilities-Cable TV	0	500	0	0	500	0	0	0	0	-500	-100.00%
5480000 - Repairs & Maintenance	0	400	0	11,038	400	0	0	0	0	-400	-100.00%
5491000 - Dues, Subscriptions	0	10,320	0	756	10,320	0	0	0	0	-10,320	-100.00%

Comparative Budget Worksheet By Object

Object	2017 Adopted Budget	2017 Current Budget	2017 YTD Actuals	2017 Current Year Est.	2018 Base Budget	2018 Dept Request	2018 Supplemental Request	2018 Proposed Budget	2018 Final Budget	Change in Budget	Pct Chg
5492000 - Filing,Recording,Witness Fees	0	17,000	0	3,269	17,000	0	0	0	0	-17,000	-100.00%
5494000 - Registration/Training/Admissn	0	17,950	0	1,808	17,950	0	0	0	0	-17,950	-100.00%
5499000 - Miscellaneous Expenses	0	-9,633	0	577	-9,633	0	0	0	0	9,633	-100.00%
5510000 - Intergovt Professional Service	0	11,655,796	0	1,115	11,655,796	0	0	0	0	-11,655,796	-100.00%
5910000 - Interfund Chg-Equip Replacemnt	0	0	0	13,114	68,192	0	0	0	0	0	0.00%
5950000 - Interfund Vehicle Operat/Maint	0	96,500	0	20,654	96,500	0	0	0	0	-96,500	-100.00%
5994000 - Operational Contingency	0	0	0	1,923	0	0	0	0	0	0	0.00%
Total Expense Accounts:	0	17,772,760	0	441,904	13,963,784	85,805	0	85,805	85,805	-17,686,955	-99.51%
Total Wastewater Utility Fund:	0	18,109,971	0	441,904	15,109,124	2,275,401	22,500	2,297,901	2,297,901	-15,812,070	-87.31%
Department 16 Administrative Services											
TRANSFER OUT ACCOUNTS											
5970000 - Operating Transfers Out	0	0	0	0	0	0	248,516	248,516	248,516	248,516	0.00%
Total TRANSFER OUT ACCOUNTS:	0	0	0	0	0	0	248,516	248,516	248,516	248,516	0.00%
Expense Accounts											
5110000 - Salaries	169,800	169,800	114,335	169,800	0	175,872	0	175,872	175,872	6,072	3.57%
5112000 - Overtime	0	0	145	1,000	0	0	0	0	0	0	0.00%
5114000 - Callback Pay	0	0	25	0	0	0	0	0	0	0	0.00%
5115000 - Vacation Buy-Out	0	0	815	0	0	0	0	0	0	0	0.00%
5212000 - Social Security Replace Progrm	10,528	10,528	7,040	10,528	0	10,904	0	10,904	10,904	376	3.57%
5214000 - PERS	20,249	20,249	13,427	20,249	0	22,336	0	22,336	22,336	2,087	10.30%
5215000 - Insurance Premium Allowance	41,579	41,579	30,327	41,579	0	41,492	0	41,492	41,492	-87	-0.20%
5220000 - Medicare	2,462	2,462	1,654	2,462	0	2,550	0	2,550	2,550	88	3.57%
5230000 - Labor & Industries	2,170	2,170	1,103	2,170	0	2,222	0	2,222	2,222	52	2.39%
5310000 - Office Supplies	0	0	130	500	0	0	0	0	0	0	0.00%
5320000 - Operating Supplies	0	0	6,531	8,600	0	0	0	0	0	0	0.00%
5321000 - Fuel Consumed	77,803	77,803	43,995	68,203	77,803	86,599	1,391	87,990	87,990	10,187	13.09%
5410000 - Professional Services	0	0	885	1,000	0	0	0	0	0	0	0.00%
5431000 - Mileage Reimb. Local Travel	0	0	77	0	0	0	0	0	0	0	0.00%
5450000 - Operating Rentals & Lease	0	0	3,858	5,000	0	0	0	0	0	0	0.00%
5480000 - Repairs & Maintenance	113,532	113,532	73,153	106,828	113,532	152,787	7,633	160,420	160,420	46,888	41.29%
5491000 - Dues, Subscriptions	0	0	5	5	0	0	0	0	0	0	0.00%
5494000 - Registration/Training/Admissn	0	0	857	199	0	0	0	0	0	0	0.00%
5992000 - Contingency	15,000	15,000	0	0	20,000	20,000	0	20,000	20,000	5,000	33.33%
Total Expense Accounts:	453,123	453,123	298,362	438,123	211,335	514,762	9,024	523,786	523,786	70,663	15.59%
Total Vehicle Operations/Maintenance:	453,123	453,123	298,362	438,123	211,335	514,762	257,540	772,302	772,302	319,179	70.43%
Department 16 Administrative Services											
Expense Accounts											
5350000 - Small Tools/Minor Equipment	0	0	4,821	0	0	0	0	0	0	0	0.00%
5410000 - Professional Services	0	0	-200	0	0	0	0	0	0	0	0.00%

Comparative Budget Worksheet By Object

Object	2017 Adopted Budget	2017 Current Budget	2017 YTD Actuals	2017 Current Year Est.	2018 Base Budget	2018 Dept Request	2018 Supplemental Request	2018 Proposed Budget	2018 Final Budget	Change in Budget	Pct Chg
5450000 - Operating Rentals & Lease	37,378	37,378	16,427	37,378	41,578	43,398	0	43,398	43,398	6,020	16.10%
5640000 - Machinery & Equipment	474,009	664,409	452,933	664,409	401,269	285,438	0	285,438	285,438	-378,971	-57.03%
Total Expense Accounts:	511,387	701,787	473,981	701,787	442,847	328,836	0	328,836	328,836	-372,951	-53.14%
Total Equipment Replace/Deprec Fund:	511,387	701,787	473,981	701,787	442,847	328,836	0	328,836	328,836	-372,951	-53.14%
Department 16 Administrative Services											
Expense Accounts											
5510000 - Intergovt Professional Service	17,500	17,500	3,241	17,500	17,500	17,500	0	17,500	17,500	0	0.00%
Total Expense Accounts:	17,500	17,500	3,241	17,500	17,500	17,500	0	17,500	17,500	0	0.00%
Total Unemployment Fund:	17,500	17,500	3,241	17,500	17,500	17,500	0	17,500	17,500	0	0.00%
Report Total	86,203,696	108,447,335	38,889,849	80,734,638	51,725,180	77,444,352	2,494,342	79,938,694	79,938,694	-28,508,641	-26.28%

2018 Expenditure Categories

Object	Description	Detail Required
Salaries and Benefits		
	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. Personal services do not include fees and out of pocket expenses for professional or consultant services. Amounts charged to these accounts represent expenditures generated through the City's payroll process. Amounts paid to temporary help through another source than payroll does not get charged to these accounts.	
5110	**Salaries**	Will be posted from Position Budgeting
	Employee time will be allocated within the department on a percentage basis and then paid based on that allocation throughout the year unless there is a major shift in employee responsibilities or job duties during the year.	
5111	**Salaries - Extra Help**	Yes
	Hourly staff and temporary help that are not designated positions. All agency staff should be budgeted under Professional Services.	
5112	**Overtime**	No
	Overtime pay for employees who are eligible.	
5112100	**Overtime - Extra Help**	
5113	**Standby Pay**	No
	Standby pay for employees who are eligible.	
5114	**Call Back Pay**	No
5115	**Vacation Buy-Out**	No
5212	**Social Security Replacement Program**	Will be posted from Position Budgeting
5213	**Soc. Sec. Replac. Prog. - Extra Help**	
5214	**PERS**	Will be posted from Position Budgeting
5214002	**PERS - Extra Help**	
5215	**Insurance Premium Allowance**	Will be posted from Position Budgeting
5220	**Medicare**	Will be posted from Position Budgeting
5221	**Medicare - Extra Help**	
5230	**Labor & Industries**	Will be posted from Position Budgeting
5231	**Labor & Industries - Extra Help**	
5232	**Labor & Industries - Standby Pay**	
Supplies		
5310	**Office Supplies**	No
	Paper, forms, maps, publications, writing materials, Office Supplies-Boise Cascade, Corp Express (except furniture), Paper Zone	No
5320	**Operating Supplies**	
	Chemicals, cleaning & sanitation supplies, clothing, construction materials & supplies, drugs, electrical supplies, medicines, oil, paints, and plumbing supplies	
5321	**Fuel Consumed**	No
5330	**Program Supplies**	No
	Art supplies, sports equipment, clipboards, first aid supplies, name tags, other program related supplies, fees for admission tickets used in programs, food used as a component of a program.	
	Room Rental - see 5450	
	Food & Meals - see 5430	

2018 Expenditure Categories

Object	Description	Detail Required
5340	**Supplies Packaged for Resale**	No
	T-Shirts, food, towels, swimming goggles, other items purchased for resale/revenue	
	Pool Resale Supplies	
5350	**Small tools and Minor Equipment**	No
	Tools and equipment that are not capitalized (less than $5,000)	
5360	**Software/Licenses/Upgrades**	Yes
	Software & Software Licenses	
Other Services & Charges		
5410	**Professional Services**	Yes
	Accounting/Auditing, Engineering/architectural, computer programming, management consulting, special legal services, temporary help employed through an agency	
5410001	**Janitorial Service**	Yes
5410002	**Credit Card Fees - Parks**	No
5412	**Advertising**	
5412001	**Advertising - Franchise**	
5420	**Telephone**	No
	Local, long-distance, and wireless	
5425	**Postage/Courier**	No
	Postage, Fedex, UPS, Bucky's, West Courier	
5430	**Travel (Lodging, Meals, Miles)**	Yes
	Per diem, lodging, meals, mileage	
5430001	**Council Dinner Meeting Meals**	
5431	**Mileage Reimbursement Local Travel**	Yes
	Local mileage	
5442	**Taxes & Operating Assessments**	
5450	**Operating Rentals & Leases**	Yes
	Room rentals, lease of copy or postage machines, rental of equipment	
	Meeting Facilities	
	Shoreline School District (Shoreline Center Room Rentals)	
	Related food costs greater than $50 should be coded 5330 for non-events, 5430 for employee related events	
5460	**Insurance**	No
5471	**Electricity**	No
5471001	**Utility - Electricity, Streetlights**	No
5471002	**Utility - Electricity, Traffic Signal**	No
5472	**Water**	No
5473	**Natural Gas**	No
5474	**Sewer**	No
5475	**Garbage/Solid Waste**	No
5476	**Cable TV**	No
5480	**Repairs & Maintenance**	No
	Buildings, improvements, structures, equipment (vehicles, tires, etc.)	
	Maintenance Contracts	
	All supplies purchased directly by City goes under Operating Supplies except software/ licenses	
5491	**Dues, Subscriptions, Memberships**	Yes
5492	**Filing & Recording Fees**	No
5493	**Printing & Binding**	No
	Copying costs, printing services, etc.	
	Kinko's	
	Printing Companies (brochures, newsletters, publications)	
5494	**Registration/Training**	Yes
	Registration for conferences and training expenses	
5495	**City Grants to other Agencies**	Yes
	Grants that the City provides to outside agencies.	
5496	**Judgements/Settlements**	No
5497	**Rain Garden Rebate**	
5499	**Miscellaneaous Expenses**	No

2018 Expenditure Categories

Object	Description	Detail Required
Intergovernmental/Interfund Services		
5510	**Intergovernmental Professional Services** Contracts or interlocal agreements between government agencies. Expenditures made to other governmental entities for services rendered. Limited to those functions normally provided by governments and not by private businesses (police, detention, election services, animal control, etc.)	Yes
5550	**Interfund Transfers** Transfers between funds	No
Capital Outlay (Amounts should be in excess of $5,000)		
5610	**Land** Land acquisition costs, rights-of-way, LIDs	Yes
5620	**Buildings & Structures** Acquisition, construction, and improvements to office or administrative buildings, shops and warehouses, park buildings	Yes
5630	**Other Improvements** Athletic fields, bridges, water and sewer systems, lighting, parking, roadways, sidewalks, storm drains, streets	Yes
5640	**Machinery & Equipment** Communications equipment, transportation equipment, office furniture & equipment, computers, heavy duty work equipment	Yes
5650	**Construction of Fixed Assets** For capital improvement projects on City owned property	Yes
Debt Service Principal		
5700	**Debt Service Principal**	Yes
5800	**Debt Service Interest & Related Costs**	Yes
Interfund Payment for Services, Transfers, and Reserves		
Expenditures made to other funds or other departments of the same fund for services rendered		
5901	**Interfund Professional Services (Building Permits)**	Yes
5910	**Interfund Charge - Equipment Replacement**	No
5950	**Interfund Vehicle Operations and Maintenance**	No

Glossary of Budget Terms and Acronyms

ACCOUNT. A record of additions, deletions, and balances of individual assets, liabilities, equity, revenues, and expenses.

ACCOUNTING SYSTEM. The total set of records and procedures used to record, classify, and report information on the financial status and operations of an entity.

ACCRUAL BASIS ACCOUNTING. A method of accounting in which revenue is recorded in the period in which it is earned (whether or not it is collected in that period), and expenses are reported in the period in which they are incurred (whether or not the disbursements are made). This method differs from the cash basis of accounting, in which income is considered earned when received and expenses are recorded when paid. All funds except the governmental funds are accounted on the accrual basis, and the governmental funds are accounted on a modified accrual basis.

ACTUALS. Monies which have already been used or received as opposed to budgeted monies which are estimates of possible funds to be spent or received.

ADOPTED BUDGET. The budget for the operations of regular City services and for capital expenditures for the fiscal year as proposed by the City Manager and adjusted and adopted by the City Council. The adopted budget can only be adjusted (amended) during the fiscal year by an ordinance of the City Council.

AGENCY FUND. A fund used to account for assets held by a government as an agent for individuals, private organizations, other governments and/or other funds.

APPROPRIATION. A legal authorization granted by an ordinance of the City Council to make expenditures and to incur obligations for a specific purpose or program. Usually granted for a one-year period, spending should not exceed this level without prior approval of the City Council.

APPROPRIATION ORDINANCE. The official enactment by the City Council giving the legal authority for City officials to obligate and expend resources.

ARRA. American Recovery Reinvestment Act.

ASD. Administrative Services Department

ASSESSED VALUATION. The estimated value placed upon real and personal property by the King County Assessor that is used in computing the property taxes to be paid by property owners.

B.A.R.S. The *Budgeting, Accounting, and Reporting System* for which compliance is required for the accounting systems of all governmental entities prescribed by the Washington State Auditor's Office.

BALANCED BUDGET. A budget in which planned expenditures do not exceed projected funds available.

BASE BUDGET. The ongoing cost to maintain the current level of service.

BASIS OF ACCOUNTING. A fund's basis of accounting determines when a transaction is recognized in the fund's operating statement. Annual appropriated budgets for all funds are prepared and adopted on a cash basis. Under a cash basis, transactions are recognized only when cash is increased or decreased. Governmental fund financial statements are prepared on the modified accrual basis of accounting. Revenues are recognized when measurable and available to finance current expenditures and expenditures are recognized when goods and services are received and liabilities are due and payable at year-end. Under the accrual basis of accounting, the revenues are recognized in the accounting period in which they are earned and become measurable and expenses are recognized in the period incurred.

BEGINNING FUND BALANCE. The resources that are unspent from the previous year and are available in the subsequent fiscal year for expenditure. Since these resources are typically available due to under-expenditures in the previous year or unexpected revenues, it is prudent to not utilize these resources for ongoing operational expenditures.

BENEFITS. City provided employee benefits such as social security replacement, retirement, worker's compensation, life insurance, medical insurance, vision insurance, and dental insurance.

BUDGET. A plan of financial operation embodying an estimate of expenditures for a given period and the proposed means of financing them (revenue estimates). The term is also sometimes used to denote the officially approved expenditure ceilings under which the City and its departments operate.

BUDGET CALENDAR. The schedule of key dates or milestones which the City follows in the preparation and adoption of the budget.

BUDGET HEARING. A public hearing conducted by City Council to consider and adopt the annual budget.

CAPITAL BUDGET. Major capital improvements which are beyond the routine operation of the city are budgeted under separate capital project funds. These projects often require more than one year to complete. In total, these projects are referred to as the Capital Budget and are not included in the annual operating budget.

CAPITAL IMPROVEMENT CONSTRUCTION. Projects such as roads, drainage, buildings, sidewalks and other works to create and repair the City's physical infrastructure; funds in this category may also be used for the design, project management and other associated administrative costs.

CAPITAL IMPROVEMENT PROGRAM. A six-year plan for capital expenditures that identifies the expected beginning and ending date of each project, the amount to be expended in each year on each project and the method of financing project expenditures.

CAPITAL OUTLAYS. Annual operating expenditures for the acquisition of, or addition to, fixed assets. These expenditures must cost more than $5,000, including construction projects, land acquisition, major renovations or repairs to existing grounds or facilities, and equipment purchases.

CAPITAL PROJECTS. Projects which purchase or construct capital assets. Typically a capital project encompasses a purchase of land and/or the construction of a new building or facility. It may also include major maintenance or renovation of a current asset.

CASH BASIS ACCOUNTING. The method of accounting where revenues are recorded when received and expenditures are recorded when paid.

CASH RESERVES. The cash balance that is not appropriated for expenditures or that is segregated by policy for a specific future use.

CHARGES FOR GOODS AND SERVICES. A basic classification for services other than personnel services which are needed by the City. This budget item includes professional services, communication, travel, advertising, rentals and leases, insurance, public utility services, repairs and maintenance, and miscellaneous.

CLEAN WATER ACT (CWA). In 1972, Congress amended the Federal Water Pollution Control Act (referred to as the Clean Water Act) to prohibit the discharge of any pollutant to waters of the United States from a point source unless the discharge is authorized by a National Pollutant Discharge Elimination System (NPDES) permit. In 1999 the US Environmental Protection Agency promulgated rules (NPDES Phase II) that sets storm water management requirements for municipalities under 100,000 population, including the City of Shoreline.

CONSUMER PRICE INDEX (CPI). A statistical measure of price levels provided by the U.S. Department of Labor signifying the cost of living and economic inflation.

CONTINGENCY. A budgetary reserve set aside for emergencies or unforeseen expenditures.

COST ALLOCATION. The assignment of applicable costs incurred by a central services department to a fund based on the benefit to the fund being assessed.

COUNCILMANIC BONDS. Bonds issued with the approval of the City Council, as opposed to bonds which must be approved by public vote. Councilmanic bonds must not exceed 1.5 percent of the assessed valuation of the City.

CRITICAL SUCCESS FACTORS. Areas where the City has to excel, if it is to accomplish the community's vision.

CSD. Community Services Department

DEBT SERVICE. The annual payment of principal and interest on the City's indebtedness.

DEBT SERVICE FUND. The type of fund that accounts for the payment of debt service on general obligations of the City.

DEFICIT. The excess of the liabilities of a fund over its assets. The excess of expenditures over revenues during an accounting period; or, in the case of proprietary funds, the excess of expense over income during an accounting period.

DEPRECIATION. (1.) Expiration in the service of life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy, or obsolescence. (2.) That portion of the cost of a capital asset which is charged as an expense during a particular period.

DESIGNATED FUND BALANCE. A portion of fund balance that has been designated by past Council action for a specific purpose.

ENCUMBERANCE. The commitment of appropriated funds to purchase an item or service.

ENDANGERED SPECIES ACT (ESA). Refers to the listing of the Puget Sound Chinook salmon as a threatened species by the National Marine Fisheries Service. Potentially affects all sensitive areas, and stormwater regulations for both quality and quantity.

ENDING FUND BALANCE. The cash balance remaining at the end of the fiscal year available for appropriation in future years.

ENTERPRISE FUNDS. Enterprise or proprietary funds are used to account for a government's business-type activities. An enterprise fund may be established to account for operations financed and operated in a manner similar to private business enterprises (e.g., water, gas, and electric utilities; airports; parking garages; or transit systems). In this case, the governing body intends that costs (i.e., expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

EXPENDITURES. Where accounts are kept on the accrual or modified accrual basis of accounting, the costs of goods received or services rendered whether cash payments have been made or not. Where accounts are kept on a cash basis, expenditures are recognized only when the cash payments for the above purposes are made.

FEES. A charge for a service the City does not provide for free to all citizens. For example, we have fees for recreation classes or land use development applications.

FISCAL YEAR. Any yearly accounting period, without regard to its relationship to a calendar year. The fiscal year for the City of Shoreline begins on January 1 and ends on December 31.

FTE. An acronym for Full-Time Equivalents, which are regular, full-time employee positions; when expressed as a decimal number, this means that only part of a full-time employee position is dedicated to this service or program within the budget.

FUNDS. Funds are comprised of special accounts within the City budget that are used to segregate revenues and expenditures for specific types of programs and services and to comply with State law and generally accepted accounting principles (GAAP).

FUND BALANCE. The excess of an entity's assets over its liabilities in a particular fund. A negative fund balance is sometimes called a deficit.

GAAP. "Generally Accepted Accounting Principles", which are mostly determined by the GASB for governments.

GASB. "Governmental Accounting Standards Board", which determines the underlying principles to be used in accounting for governmental activities.

GENERAL FUND. This fund is used to pay the expenses and liabilities of the City's general services and programs for citizens that are not separately accounted for in special revenue funds.

GENERAL FUND SUBSIDY. This reflects the amount of General Fund discretionary taxes required to fund a department's budget. The formula for this figure is total departmental expenditures minus dedicated resources (grants, fees, etc.) equals General Fund subsidy.

GENERAL OBLIGATION BONDS. Bonds for which the full faith and credit of the issuing government are pledged for payment.

GOVERNMENTAL FUNDS. Governmental funds are used to account for most of a government's tax-supported activities. Under current GAAP, there are five types of governmental fund types: general, special revenue, debt service, capital projects, and permanent funds. Governmental funds are used to account for the acquisition, use and balances of expendable financial resources and the related current liabilities. The measurement focus in these fund types is on the determination of financial position and changes in financial position (sources, uses, and balances of financial resources), rather than on net income determination. The statement of revenues, expenditures, and changes in fund balance is the primary governmental fund type operating statement. It may be supported or supplemented by more detailed schedules of revenues, expenditures, transfers, and other changes in fund balance.

GRANTS. Funds provided to or by the City for special purposes or programs, usually requiring a competitive application process.

INFRASTRUCTURE. The underlying foundation, especially the basic installations and facilities, on which the continuance and growth of a jurisdiction depends, i.e., streets, roads, sewer, and water systems.

INTERFUND TRANSFERS. Contributions from one City fund to another in support of activities of the receiving fund. Loans are not included.

INTERGOVERNMENTAL REVENUE. Grants, entitlements, shared revenues and payment for goods and services by one government to another.

INTERGOVERNMENTAL SERVICES. Services purchased from other government agencies, normally including types of services that only government agencies provide.

INTERNAL CONTROLS. A system of controls established by the City that are designed to safeguard the assets of the City and provide reasonable assurances as to the accuracy of financial data.

INTERNAL SERVICE FUNDS. A type of proprietary fund which accounts for the goods and services which are provided to other units of the City and payment by the benefiting unit is intended to fund the costs of providing such services.

LEED: Leadership in Energy and Environmental Design.

LEVEL OF SERVICE. Used generally to define the existing services, programs, and facilities provided by the government for its citizens. Level of service in any given activity may be increased, decreased, or remain the same, depending on the needs, alternatives, and available resources.

LEVY. To impose a tax, special assessment or service charge for the support of government activities. The term most commonly refers to the real and personal property tax levy.

LEVY RATE. The rate at which taxes, special assessments or service charges are imposed. For example, the real and personal property tax levy is the rate at which property is taxed per $1,000 of assessed valuation. The rate is determined by calculating the ratio of the maximum amount of property tax revenue allowable under state law and the total assessed valuation within the taxing district.

LIABILITY. Debt or other legal obligation arising out of transactions in the past which must be liquidated renewed or refunded at some future date.

LICENSES AND PERMITS. A revenue category of the City derived from business licenses and building or development permits.

LID. “Local Improvement District”. A financing mechanism that permits the building of public infrastructure improvements which benefit a confined area and where the costs for those improvements are to be paid by the benefitting area land owners.

MODIFIED ACCRUAL ACCOUNTING. A basis of accounting in which expenditures are accrued but revenues are accounted for on a cash basis. This accounting technique is a combination of cash and accrual accounting since expenditures are immediately incurred as a liability while revenues are not recorded until they are actually received or are “measurable” and “available for expenditure”. Since this type of accounting basis is a conservative financial approach, it is recommended as the standard for most governmental funds.

NON-DEPARTMENTAL EXPENDITURES. Expenditures that are not directly related to the operations of a single City department.

OBJECT OF EXPENDITURE. Expenditure classifications based upon the types or categories of goods and services purchased. Typical objects of expenditure include salary, benefits, supplies, other services and charges, intergovernmental services, inter-fund payment for services, capital outlay and debt service.

OPERATING BUDGET. The annual appropriation to maintain the provision of City services to the public.

OPERATING FUNDS. These funds account for the day-to-day operations of providing City services. They do not include capital improvements. They include the General Fund and Special Revenue Funds.

OPERATING TRANSFER IN. Transfer from other funds which are not related to rendering of service.

OPERATIONAL CONTINGENCY. Funds set-aside in the General Fund budget to provide for unknown operational adjustments or service demands that may arise during the year. These funds are used only as a last resort and with Council approval. Savings within departmental budgets throughout the year will be the first source for funding unforeseen expenditures.

OVERHEAD/INDIRECT COSTS. Overhead or indirect costs represent the level of assistance that the support service departments (Administrative Services, Human Resources, City Manager, etc.) provide to the direct service departments (Police, Parks, Public Works, etc.) so they can provide services to the public.

PERFORMANCE MEASURES. A performance measure is an indicator of the attainment of an objective. It is a specific quantitative measure of work performed or services provided within an activity or program, or it may be a quantitative measure of results obtained through a program or activity.

PERS. "Public Employee Retirement System". The state system for public employment retirement provided for all City employees, other than law enforcement and fire fighter personnel.

PRELIMINARY BUDGET. That budget which is proposed by staff to the City Council and has not yet been adopted by the City Council.

PROGRAM. A broad function or area of responsibility of government services. It is a basic organizational unit of government that is composed of a group of specific activities and operations directed at attaining a common purpose or goal.

PROGRAM PURPOSE. A broad declaration of purpose explaining why the program exists and what we hope to achieve with the resources invested.

PROPOSED BUDGET. The City Manager's recommended budget submitted to the City Council and public in October of each year.

PROPRIETARY FUNDS. Recipients of goods or services pay directly to these funds. Revenues are recorded at the time services are provided, and all expenses incurred in earning the revenues are recorded in the same period. As a result, there is a direct cause and effect relationship between revenue and expenses in these funds.

PROPOSED BUDGET. This is the budget, as proposed by the City Manager, for the operations of regular City services and for capital expenditures.

PUBLIC SAFETY. A term used to define the combined budget of the police and criminal justice departments.

REAPPROPRIATION. A legal authorization granted by the City Council to re-appropriate expenditures to the current budget year for a specific purpose or program that was budgeted but unexpended at the end of the prior year.

REET. The Real Estate Excise Tax, a tax levied on real estate sales and used solely for capital purposes.

RESERVES. The funds set aside by the City as a savings account for future emergencies. The City's reserves include the General Reserve Fund, the Insurance Reserve budgeted in Citywide Services, and a General Fund Undesignated Ending Fund Balance.

RESOURCES. Total dollars available for appropriations including estimated revenues, fund transfers and beginning fund balances.

REVENUES. Income received by the City to support programs or services to the community. It includes such items as taxes, fees, user charges, fines, forfeits, interest income and miscellaneous revenue.

REVENUE BONDS. Bonds sold by the City that are secured only by the revenues of a particular system, usually the enterprise fund.

RFP. Request for Proposal

SAFETEA-LU. Safe, Accountable, Flexible and Efficient Transportation Equity Act - a Legacy for Users transportation grant.

SALARIES AND WAGES. Amounts paid for services rendered by employees in accordance with rates, hours, terms and conditions authorized by law or stated in employment contracts. This category also includes overtime and seasonal help.

SPECIAL ASSESSMENT. A compulsory levy made against certain properties from earnings of enterprise funds. An addition to a pledge or revenues, such bonds sometimes contain a mortgage on the enterprise funds property.

SPECIAL REVENUE FUNDS. Funds that are dedicated for a specific purpose (e.g., roads, surface water, etc.), require an additional level of accountability and are collected in a separate account, not part of the General Fund.

STANDARD WORK YEAR. 2,080 hours a year, 260 days (except leap year).

STRATEGIC GOALS. Each critical success factor has a targeted number of strategic goals. These goals are customer-oriented and are connected to the budget, the capital improvement program (CIP), and the comprehensive plan. They are measurable, realistic, and focused.

STRATEGIC PLAN. A plan outlining the goals and strategies the City will focus on over the next six years. It is prioritized around the critical success factors of our community and is intended to be a living document, which will be evaluated regularly.

SUBSIDIES. Financial assistance provided by one agency to another agency for a defined purpose (e.g., King County swimming pool subsidies, General Fund subsidy of the Street Fund transportation programs).

TAXES. Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include special assessments, fees, or charges for services.

TAX LEVY. Charge levied by a government to finance services performed for the common benefit.

TAX RATE. The amount of tax stated in terms of units per $1,000 of assessed value of taxable property. The tax rate is the result of dividing the tax levied by the assessed value of the taxing district.

TRANSFERS IN/OUT. Resources that are transferred from one fund to another to pay for a specific purpose. For example, resources are transferred from the Surface Water Fund to the Surface Water Capital Fund to pay for surface water related capital improvement projects, since all capital projects are expensed out of the capital improvement funds.

TRANSPORTATION BENEFIT DISTRICT. State legislation allows local governments to establish a Transportation Benefit District (“TBD”) and accompanying funding sources to provide for the preservation, maintenance and construction of local transportation infrastructure.

UNRESERVED/UNDESIGNATED FUND BALANCE. That portion of available fund balance that has not been designated or restricted for a specific purpose and is available for general appropriation.

WORKING CAPITAL. The year-end balance of current assets less current liabilities.