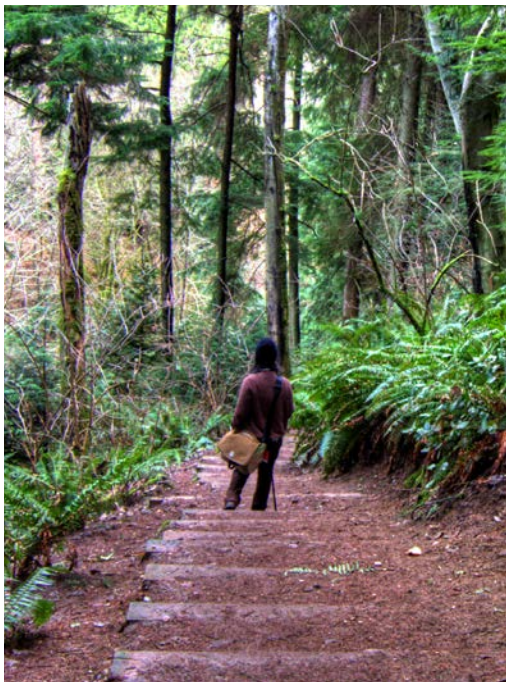
# 2021-2022 PROPOSED BIENNIAL BUDGET

## 2021-2026 CAPITAL IMPROVEMENT PLAN



**CITY OF SHORELINE, WASHINGTON**

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WASHINGTON

# 2021-2022 Proposed Biennial Budget

**Will Hall, Mayor**
**Keith Scully, Deputy Mayor**
**Susan Chang, Councilmember**
**Doris McConnell, Councilmember**
**Keith McGlashan, Councilmember**
**Chris Roberts, Councilmember**
**Betsy Robertson, Councilmember**

**Debbie Tarry, City Manager**

**Sara S. Lane, Administrative Services Director**

***Prepared by the Administrative Services Department's Budget & Tax Office***

***For the Biennium January 1, 2021 – December 31, 2022***

GOVERNMENT FINANCE OFFICERS ASSOCIATION

# *Distinguished Budget Presentation Award*

**PRESENTED TO**

## City of Shoreline

## Washington

For the Fiscal Year Beginning

**January 1, 2019**

Christopher P. Morrill

Executive Director

# 2021-2022 PROPOSED BIENNIAL BUDGET

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# INTRODUCTION

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# READER'S GUIDE TO THE BUDGET

The City of Shoreline must adopt a balanced budget every even year for the upcoming biennium. 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 biennial 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 Budget's Accomplishments
- Next Budget'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:

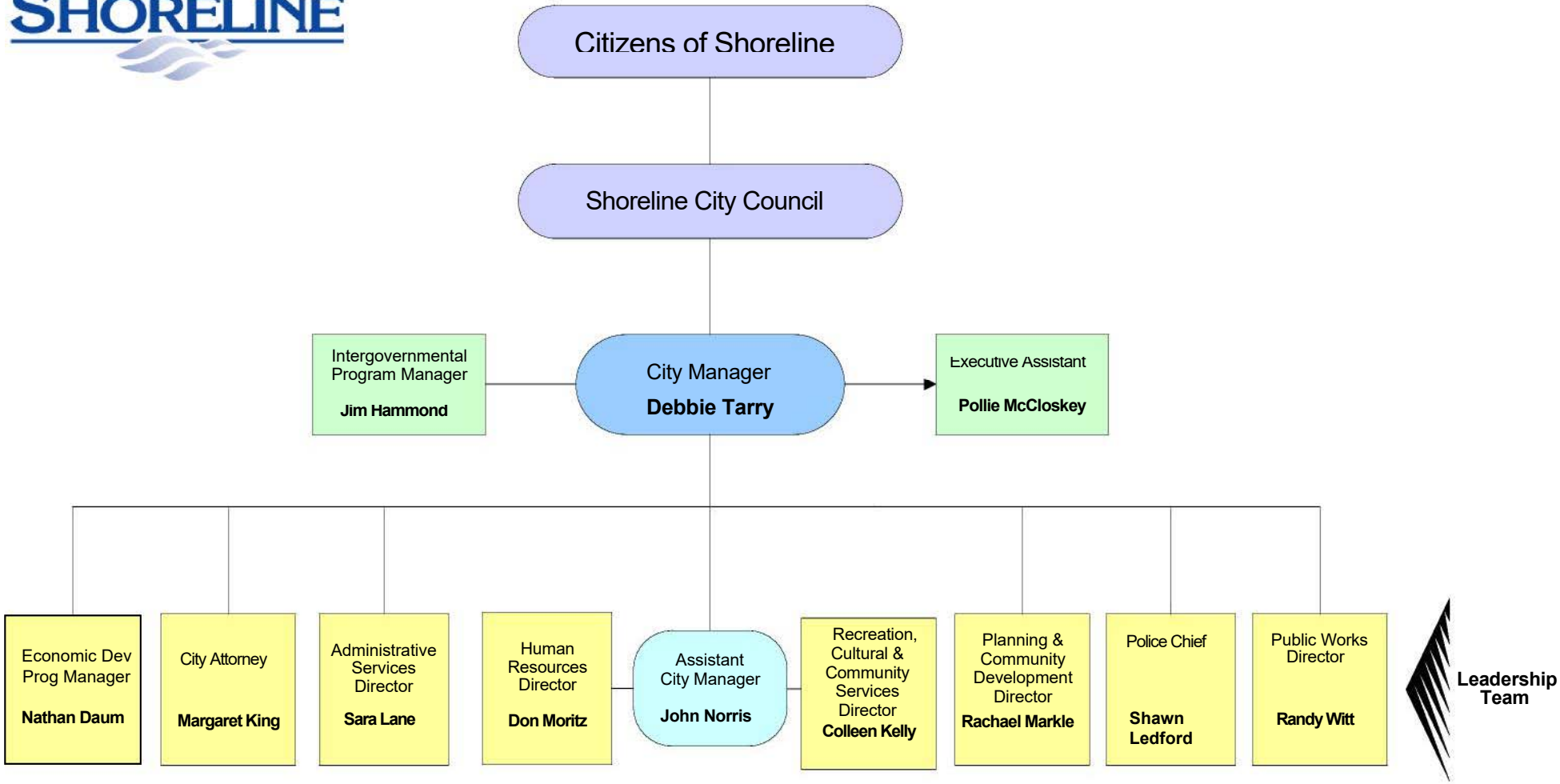
- City Fund Structure
- All Funds Historical Revenue/Expenditure Summary
- Fund Summaries

**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:

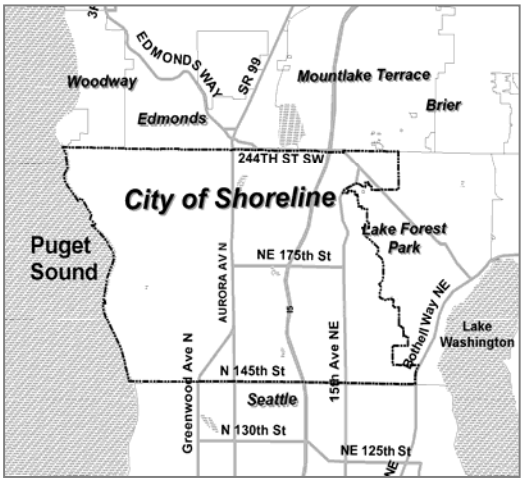
- Reader's Guide to the Capital Improvement Plan
- Impacts of Growth Management
- Capital Planning, Programming and Budget System
- Capital Improvement Fund Descriptions
- Capital Budget Criteria
- Advantages of Capital Planning
- Capital Improvement Program Plan Policies
- Steps in the Capital Improvement 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


Citizens of Shoreline
Shoreline City Council
Intergovernmental Program Manager
Jim Hammond
City Manager
Debbie Tarry
Executive Assistant
Pollie McCloskey
Economic Dev Prog Manager
Nathan Daum
City Attorney
Margaret King
Administrative Services Director
Sara Lane
Human Resources Director
Don Moritz
Assistant City Manager
John Norris
Recreation, Cultural & Community Services Director
Colleen Kelly
Planning & Community Development Director
Rachael Markle
Police Chief
Shawn Ledford
Public Works Director
Randy Witt
Leadership Team

# 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** | 56,980 |
| Male/Female# | 47.8%/52.2% |
| Median Age# | 42.1 |
| % under 21# | 21.4% |
| ***Educational Attainment (population 25 yrs. and over):*** | |
| High school degree or higher# | 92.6% |
| Bachelor's degree or higher# | 48.0% |
| Households# | 21,160 |
| Housing Units# | 22,918 |
| Owner Occupied Housing Units# | 63.9% |
| Median Value of Unit# | $452,100 |
| Median Household Income# | $80,489 |
| Per Capita Income# | $40,778 |
| Families in Poverty# | 4.0% |

*** WA State Office of Financial Management April 2020 estimate*

*# U.S. Census Bureau, 2018 American Community Survey 5-Year Estimates*

| **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 | 10.2% |
| City Employees (FTE) | 190.575 |
| Assessed Valuation++ | 11,637,183,574 |

**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 2020 population to be 56,980. 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 existed with city limits 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)

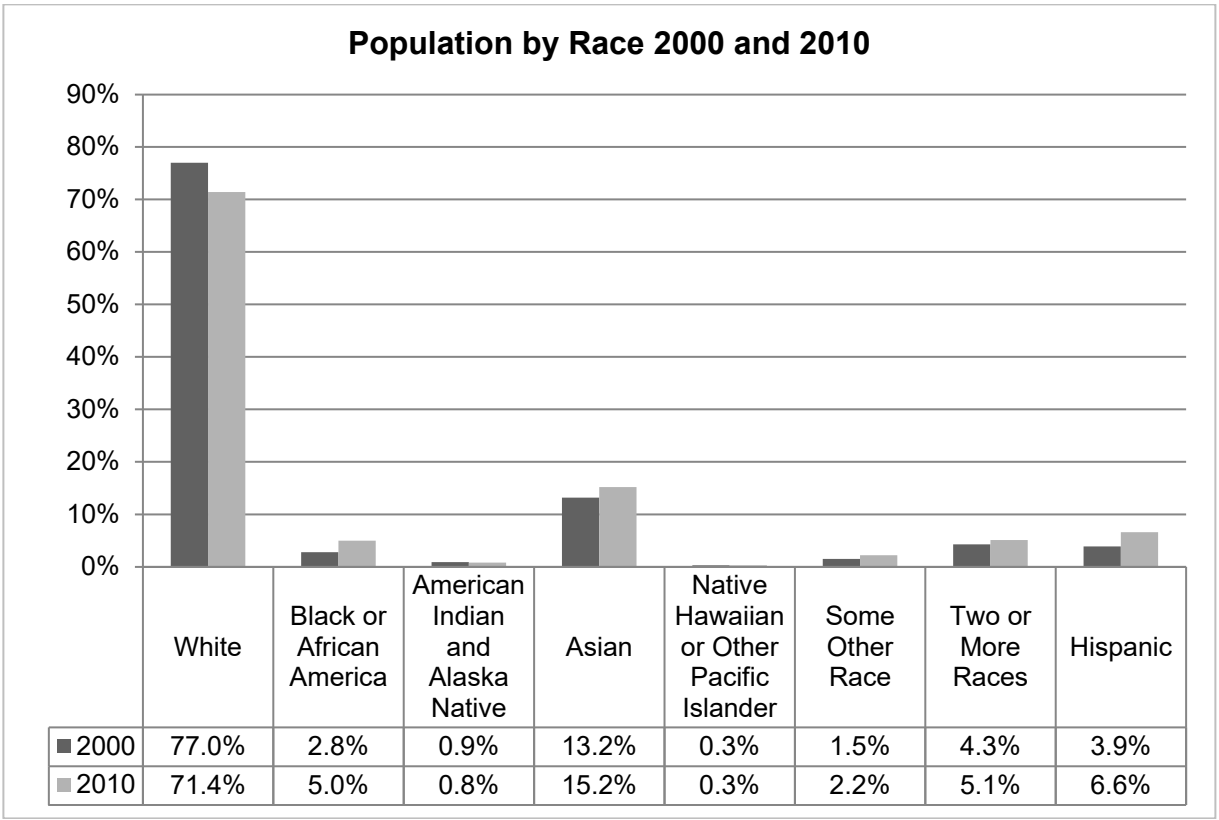
According to the U.S. Census Bureau 2010-2014 American Community Survey 5-Year Estimates, 27,389 City residents over age 16 were employed in the region, most in the management and professional sector (44.5%), followed by sales and office occupations (22.1%), service occupations (17.8%), production and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

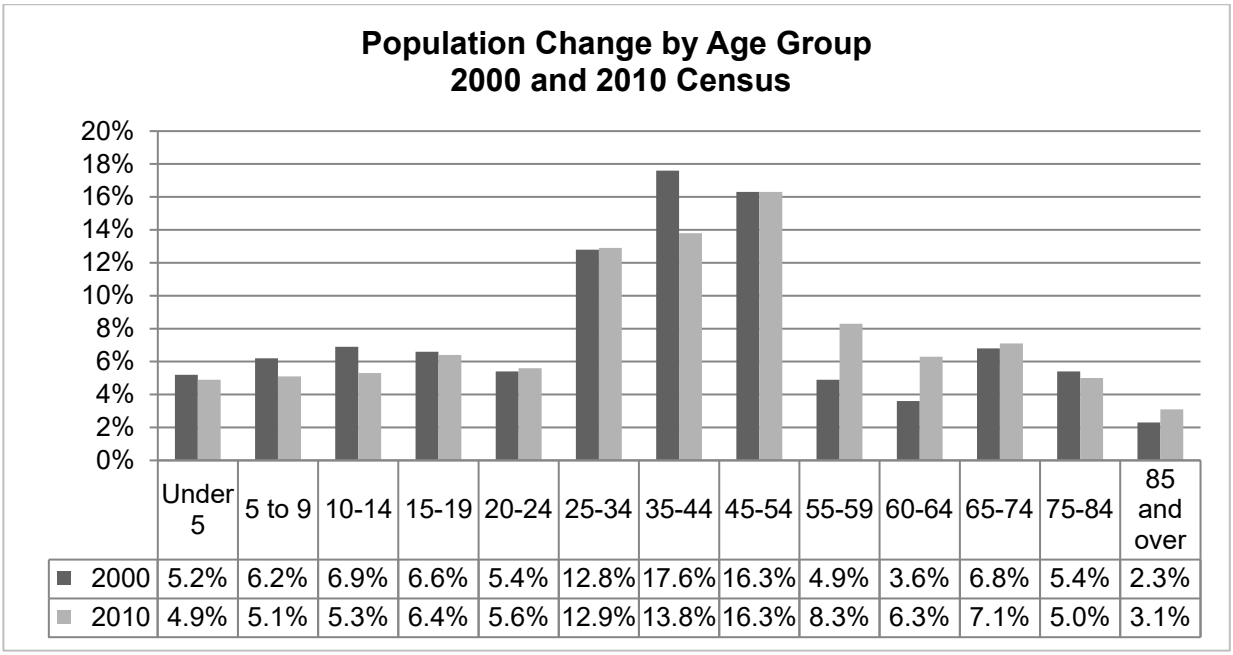
*Source: 2010-2014 American Community Survey*




| | 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

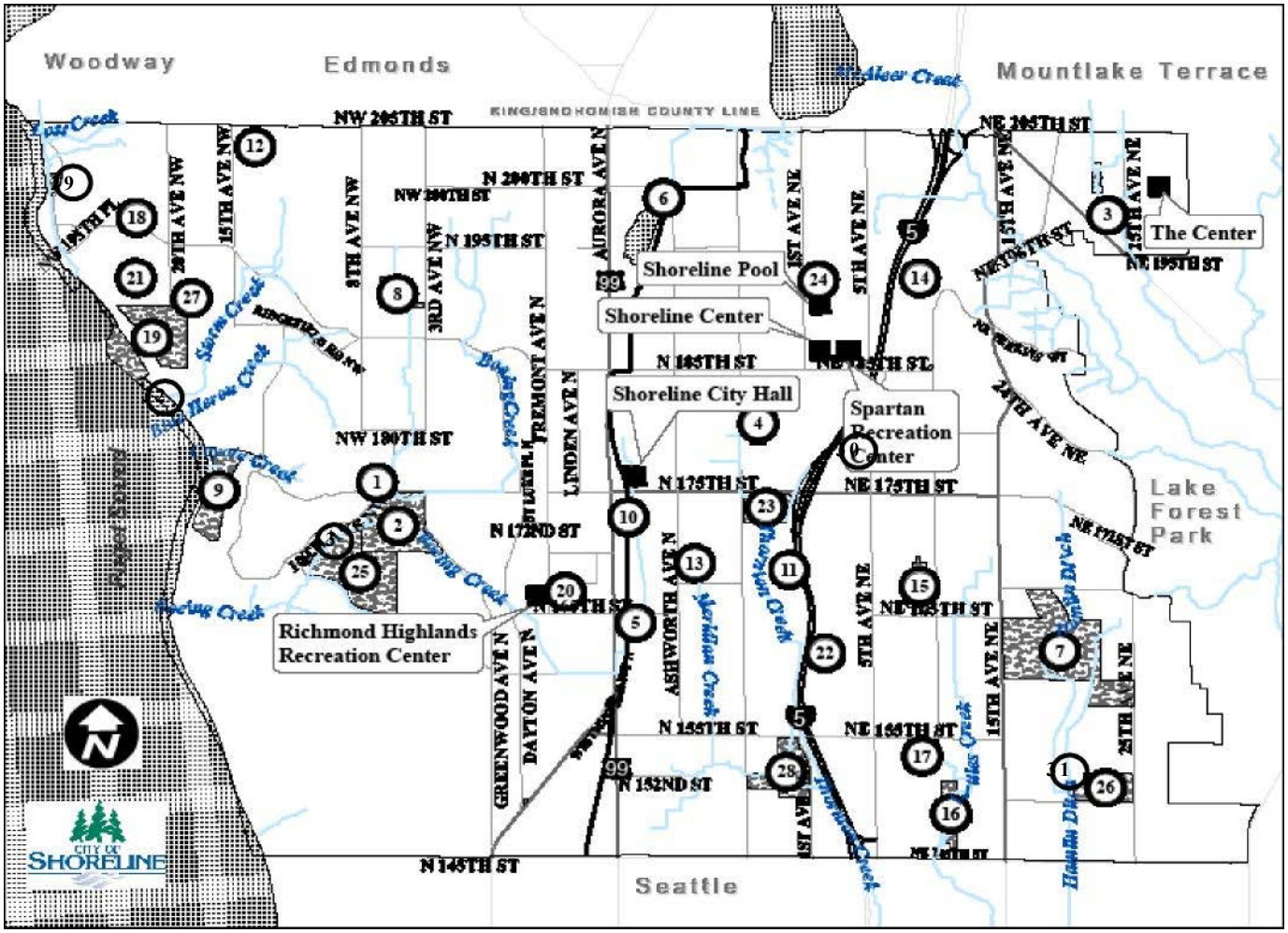
## Library Services

- 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 than 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
## 2021-2022 Biennium 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 2021-2022 Revenue Forecast | | | | | | | | | | |
| ASD Staff Provides Budget Training Session and Delivers Base Budget Targets | | | | | | | | | | |
| Departments Submit Current Year-End Projections, Base Budget Requests, and 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 Current Year-End 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 | | | | | | | | | | |
| 2021-2022 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 Property Tax Levy and Adopts the 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.34 of the Revised Code of Washington. The budget, as adopted biennially by the City Council, constitutes the legal authority for expenditures. This budget covers one fiscal biennium from January 1, 2021 to December 31, 2022. 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 a biennial basis. Biennium 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 biennially for those years' portion of each capital project. For operating funds, all appropriations lapse at biennium-end, thereby allowing programs or projects that continue into the following year to do so without the need for re-appropriation. Programs or projects that need to continue into the following biennium may be included in a re-appropriation process during that biennium. This process allows budget authority to be carried forward into the new biennium for any commitments made for purchases or contracts that were not completed in the prior biennium.

Budget Transfers and Amendments

The City Manager is authorized to transfer appropriations during the biennium, 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 biennium to provide for new grant or other revenue sources or for program developments and new opportunities that arise.

Basis of Accounting

This 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 is used for proprietary or internal service funds, including 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 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 biennial 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 Wastewater Utility Fund, as well as 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.

## 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 Biennial 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 as opportunities arise and as considered during the mid-biennium review.

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

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

The budget development phase begins in March/April with the City Council Planning Retreat. During the retreat, the City Council reviews its goals and action steps and updates for the upcoming two year period. It also reviews 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 City Council uses input from the citizen survey and various advisory boards/committees to help establish priorities for the upcoming biennium.

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 City Council goals for inclusion in the next biennium's budget.

In June, the Administrative Services Department (ASD) may provide an update of the City's Ten Year Financial Sustainability Plan to the City Council which includes a preliminary forecast for the current and subsequent four bienniums.

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 biennium 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 biennium 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 City Council goals, biennium-end projections, organizational/department goals, and their budget requests for the next biennium.

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 City 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 the City Council in September for its review and input. Based on City Council policy and program input, the City Manager and ASD finalize the City Manager's Proposed Biennial 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 libraries located within Shoreline, City Hall, and at City 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 three formal public hearings, one on the setting of the property tax levy and two on the upcoming biennium's budget. Following these hearings, the City Council adopts the property tax ordinance and the biennial 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 biennium begins, budget amendments may be required to increase adopted appropriation levels. In February of the first year of the biennium, departments may request to carryover committed funds from the prior biennium to be used to complete operating or capital project work that is not included in the new biennium's 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 (CIP) is updated and adopted each year in November. The CIP 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

The City Council adopts a six-year Capital Improvement Plan (CIP) as part of the biennial budget process. The plan is reviewed and amended as part of the City's Mid-Biennial review process.

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 the City Council every seven years. The City has also developed a Facility Maintenance Schedule for the city's 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 CIP review process begins in 2nd quarter each year following the Council's Strategic Planning Retreat. 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.

During the 2nd quarter departments also begin to develop requests for new capital projects for inclusion in the upcoming CIP. Proposed projects are developed in conjunction with the City Council priorities and input from citizens and advisory boards/committees.

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

Departments complete their CIP project updates and new requests and present their work to the CIP Coordination Team. The CIP Coordination Team evaluates projects and recommends those with the highest priority based on input from citizens, project stakeholders, advisory committees and City Council goals. ASD reviews the final CIP model before it is submitted to the City Manager.

For the Biennial Budget process, the City Manager finalizes the proposed CIP in September and provides a preliminary view to the City Council. The CIP is formally submitted to the City Council in October. The City Council holds a public hearing to receive public comment on the proposed CIP and adopts the CIP in November. For the mid-biennial review and update, a more streamlined review process occurs and proposed amendments to the CIP are presented to Council in late October for adoption in November.

An appropriation for the first biennium of the CIP is included in the proposed budget. This first biennium 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.

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# TRANSMITTAL LETTER

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*Total Budget: $232.358 million*

*Operating Budget: $102.865 million*

*Capital Budget: $64.866 million*

*Utility Budget: $30.010 million*

*Other Budgets: $34.617 million*

*General Reserves: $17.103 million*

*General Fund Ending Fund Balance: $11.639 million*

*Population: 56,980*

*AA+ Bond Rating*

*S&P Financial Management Rating of "Stable"*

*24 years of Unqualified (clean) Audit Opinions*

*GFOA Budget Award for 21 consecutive years*

*92% of residents believe that Shoreline is an excellent or good place to live*

October 12, 2020

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

Dear Mayor Hall and City Councilmembers:

We are pleased to present the City's 2021-2022 Proposed Biennial 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 2021-2022 Proposed Biennial Budget is scheduled for City Council review during several upcoming meetings in October and November 2020 and will be presented for final adoption on November 16, 2020.

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 including financial sustainability. It serves to guide the City's operations and capital programs from a fiscal perspective for the upcoming biennium. 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 wastewater operations in addition to certain internal service activities (fleet, equipment, and unemployment management activities). Other activities are recorded in governmental funds (General Fund, Streets Fund, Capital Services Funds, Debt Service Funds, etc.). All City funds are included in the 2021-2022 Proposed Biennial Budget and each fund is described in more detail at the beginning of each fund section.

## SUMMARY OF THE 2021-2022 PROPOSED BIENNIAL 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 2020 Shoreline Resident

Satisfaction survey reported that 91% of residents believe that Shoreline is an excellent or good place to live and 66% of residents trust that the City is spending their tax dollars responsibly.

Each year the City Council reviews and adopts its goals with action steps identifying the most important items for the City to accomplish over the next 18 to 24 months. The 2021-2022 Proposed Biennial Budget allocates resources that staff members use to successfully accomplish these key goals. Following is a list of the Council's 2020-2022 goals that contain funding in the 2021-2022 Proposed Biennial Budget. The City Council's 2020-2022 Council Goals and Workplan is provided as an attachment to this letter.

***2020-2022 Council Goals*: For more information about these goals, please click on the links below:**

- ***Goal 1***: Strengthen Shoreline's economic climate and opportunities
- ***Goal 2***: Continue to deliver highly-valued public services through management of the City's infrastructure and stewardship of the natural environment
- ***Goal 3***: Continue preparation for regional mass transit in Shoreline
- ***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

The complete 2020-2022 City Council Goals and Workplan is available here: https://www.shorelinewa.gov/government/elected-and-appointed-officials/shoreline-city-council/city-council-goals

**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 2020 resident satisfaction survey reflects a 64% satisfaction in the overall quality of City services with only 6% of residents being dissatisfied. 76% of respondents were satisfied with the quality of parks, programs, and facilities, and 66% with the quality of police services with only 8% dissatisfied. This survey was conducted during the spring of 2020, amid a worldwide pandemic and national unrest. In the face of these challenges, the results confirm the public's confidence in the leadership and direction of the City and the effective delivery of Public Service. The 2021-2022 Proposed Biennial Budget includes the allocation of resources to support these key organizational goals:

## 2021-2022 Proposed Biennial Budget Highlights

*Challenges*

Shoreline has benefitted from a healthy economy and strong development activity for the past several years through 2019. In 2019, Washington Voters Passed Initiative 976, repealing City imposed vehicle license fees used to maintain roads and sidewalks, and Shoreline's Proposition 1, to construct the Shoreline Aquatics, Recreation and Community Center, did not receive the required 60% approval. Additionally, in 2020 Shoreline, like cities throughout the world, was significantly impacted by the human and economic impacts of COVID-19. The effects of these impacts are anticipated to continue through the biennium. Fortunately, the City's commitment to Financial Sustainability, timely response to the changing economic reality and 10 Year Financial Sustainability Plan, coupled with continued strength in development activity , and conservative budget practices have served us well and allowed us to weather these challenges. These actions even resulted in the City increasing its fund balance during the last biennium. Our response to the economic challenges included the difficult decision to close the aging Shoreline Pool one year earlier than originally planned, delaying some one-time investments, and reducing expenditures. With this as our foundation, our focus for 2021-2022 is to continue to deliver high priority public services, maintaining what we have, and meeting our commitment to the community with services that directly support them. To do this, we are proposing the use of approximately $1.4 million of fund balance over the biennium to backfill projected short-term reductions in ongoing operating revenues. Use of $1.4 million of the City's reserves, still leaves reserves in excess of those required by the City's financial policies. The projected General Fund ending fund balance for the 2021-2022 biennium is $11.639 million. As such, the City continues to maintain healthy reserves, including fully funded insurance, operational, and rainy-day reserves.

The fate of I-976 remains unclear as the Washington Supreme Court continues deliberations over the constitutionality of the initiative. Given that it is unclear whether the vehicle license fee revenues collected since the initiative went into effect in December 2019 will need to be repaid, the proposed budget is funding road and sidewalk maintenance at an overall lower level, although there is a one-time opportunity to allocate previously unspent reserves to fully planned projects through the biennium.

*Bright Spots*

Despite these challenges, there are several areas of financial "good news" that are incorporated into this budget:

- In November of 2018 voters approved an additional 0.2% Sales Tax to fund the expansion of the City's Sidewalk System. While impacted by COVID-19, collections have exceeded projections and the sidewalk construction projects are in process with delivery anticipated during this biennium.

- The City's Business & Occupation Tax was implemented in 2019 and provides an additional revenue source to support general operations. Collections for the 2019-2020 Biennium are anticipated to exceed our original estimates. While that is the case, we have maintained conservative projections for the 2021-2022 budget while we gather additional collection history.

- The City has successfully competed and received federal grant funding for several of the major transportation projects along the 145th Corridor and local Conservations Future Tax Grants for park property acquisitions.

- Cares Act Funding: While the City has experienced over $2.5 million of expense directly related to COVID-19, including staffing, program and operating supplies and well as business and human services grants, these costs are anticipated to be fully reimbursed by FEMA and the Federal CARES Act. Because these costs were unbudgeted you may notice that some departments have projected department-level budget deficits for the 2019-2020 biennium. Although that may occur, there is adequate appropriation to cover these expenses at the fund level, the legal expenditure threshold adopted by the City Council.

*Public Priorities*

In the 2020 Resident Satisfaction Survey the City's overall response to homelessness and overall quality of human services were ranked as the two highest services that should receive emphasis over the next two years. Overall quality of police services, which received additional funding in the two prior budgets, has moved from ranking as a very high priority to a high priority in the survey. To address the two highest priorities, the 2021-2022 Proposed Biennial Budget includes the proposed addition of a 0.5 FTE Housing & Human Services position along with a continued increase in the budget to support human service funding.

*Constraints*

A major ongoing challenge for the City is financial sustainability in an environment where one of our major revenue sources, property tax, growth is limited to 1%, which normally is well below annual inflation. Shoreline voters approved a levy lid lift that allows the City to increase property taxes at the rate of inflation (Seattle CPI) through 2022. The current levy will expire at the end of 2022, at which time the City Council will need to determine if it will again ask voters to support allowing annual property tax levy increases at a rate greater than the 1% limit. The risk that voters may not be supportive of a levy renewal amidst other taxing pressures is always a consideration. This, coupled with regional cost drivers that cause costs to consistently grow faster than inflation, encourage a continued conservative approach to budgeting that has been incorporated into this budget.

There continues to be concern about the ongoing economic impacts of COVID-19. While our general revenue estimates take these concerns into consideration, we have budgeted our recreation revenues and expenditures at a level that would support full operations for the biennium. It seems likely that some restrictions will remain in place for at least a portion of 2021, so modifications may be necessary. Staff will closely monitor the economy and the impacts on Shoreline's revenues and will make operational adjustments necessary to maintain financial sustainability and a balanced budget.

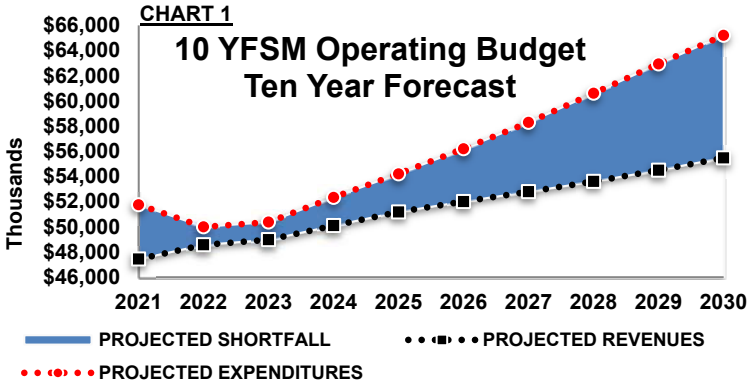
Community support for projects and services beyond those funded in the proposed budget will be needed. The Parks Board is continuing the work of the Parks Funding Advisory Committee to identify options for funding the Parks Recreation and Open Space Plan (PROS) adopted in 2017. They are recommending that Council place a Park Bond Measure on the ballot in 2021 to fund park improvement projects. Council will be considering this recommendation later in 2020. Funding for the remainder of PROS plan will need to be addressed in the future.

As always, local governments must be aware of actions by State and Federal legislation that may shift funding burdens to local governments by elimination of grant funding or shared allocation changes, increased costs through tax policy decisions, or imposition of unfunded mandates through regulatory actions. While the State of Washington has restored several previously impacted revenue sources, the possibility of a prolonged recession could make this an issue again in the future.

While, as noted above, we have had success funding several significant transportation projects there continues to be several un or under-funded projects identified in our Capital Improvement Plan (CIP). Several transportation improvement projects located along N. 145th Street, N. 175th Street, N. 160th Street, N. 185th Street, and the 148th Non-motorized Bridge are not fully funded. While the 2021-2026 CIP makes significant investment in the City's transportation system, and takes advantage of grant opportunities, the need still outpaces the available resources. City staff continue to look for innovative means to close the funding gap including developing partnerships with our local, regional and state government agency partners that have a common interest. A recent partnership success for the City is with Sound Transit, which in the spring of this year committed to provide up to $10M for the 145th and I-5 Interchange Project.

*10 Year Financial Forecast – Long Range Sustainability*

Shoreline's staff and City Council have proactively worked to address the challenges to long-term financial sustainability. In 2014, the City engaged in a comprehensive process to plan for long term financial sustainability. The City Council accepted 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. All seven strategies approved by Council have been implemented at this time. One strategy, replacing the General Fund Contribution to Roads Capital Fund, is being deployed as needed to ensure we can meet both critical operational and capital needs. As such the need for contributions to Roads Capital fund will be evaluated each budget cycle and adjusted to best achieve the many competing goals using fund balance.




The model is having the effect on budget planning that was desired by the Council as the Administrative Services Department is monitoring the City's progress in relation to the Financial Sustainability Model. The 2021-2022 Proposed Biennial Budget projects a use of fund balance of $6.865 million, to support one-time projects as well as the one-time use of fund balance to address projected short-term operating shortfalls as noted above.

The updated 10 YFSM, reflected in Chart 1, includes all revenues and expenditures in the proposed budget and reflects anticipated impacts of the COVID-19 pandemic on revenues for the period of the forecast. It does not reflect the use of fund balance to address the shortfall in 2021-2022 or anticipate the renewal of the City's Levy Lid Lift in 2023. As a result, this forecast reflects a projected gap between revenues and expenditures in all years of the forecast.

Chart 2 reflects the use of fund balance to fill the projected gap in 2021 and 2022, and assumes a successful renewal of the Levy Lid Lift (LLL) beginning 2023. The surplus generated between 2023-2025 is adequate to cover shortfalls into 2027.

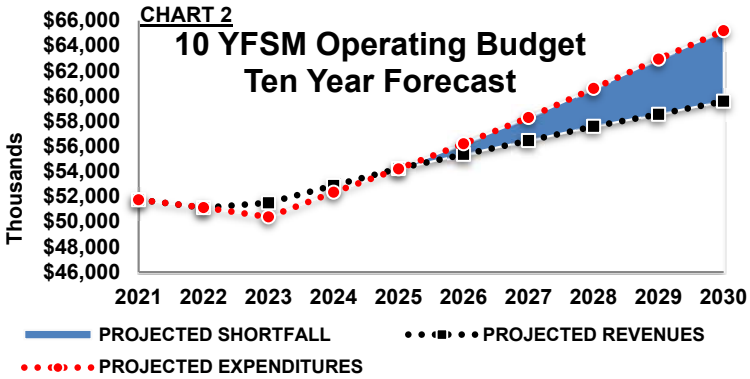
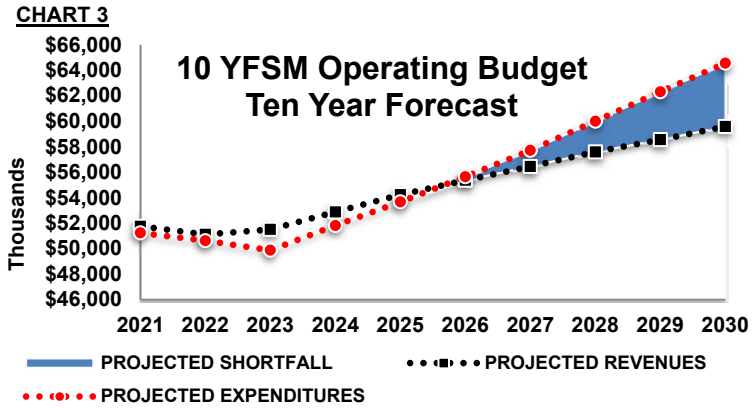



Chart 3 models expenditures at 99% to reflect our historical trend for expenditures and assumes a successful LLL. The surplus generated in 2021 through 2025 in this scenario, mostly attributable to the LLL, appears adequate to cover the shortfall for 2026 through 2028.



*2021-2022 PROPOSED BIENNIAL BUDGET OVERVIEW*

The City maintains fully funded reserves that meet or exceed City policies. The City's Revenue Stabilization Fund ("rainy day reserve") is projected to total $5.465 million at the end of 2020. No transfers are required in 2021 and 2022, maintaining the balance of $5.465 million at the end of the 2021-2022 biennium. This meets the 30% minimum established by the City Council. The 2021-2022 Proposed Biennial Budget also provides a General Fund ending fund balance of $11.639 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 $17.103 million at the end of 2021-2022.

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 record of 24 unmodified (clean) Audit Opinions and has received 21 consecutive Distinguished Budget Presentation Awards from the Government Finance Officers Association.

*REVENUES*

Budgeted 2021-2022 revenues for all funds total $218.090* million. This is a biennium-over-biennium increase of $35.094 million (19.2%) from the estimated revenues for the current biennium. This is the net result of changes to various funds as noted in the following discussion:

- Operating Funds' revenues are budgeted at $90.893* million. This is a 7.3% decrease from the 2019-2020 Biennial Year End Projections. This is primarily the result of the ongoing impacts of the COVID-19 pandemic on the City's economically sensitive revenues in 2021-2022 as compared to the strong performance of 2019, most of which is due to one-time construction sales tax, that is anticipated to offset much of the negative impact on revenues in 2020. Recreation revenues are budgeted for a full year of regular activity. Recognizing that limitations on in-person recreation activities may continue well into 2021 and that these activities have a cost recovery objective, staff will monitor activities closely, adjusting expenditures accordingly to maintain or reduce the planned general fund subsidy to fund recreation programs.

- Debt Service Funds' revenues are budgeted at $30.529* million. This is a 19.6% increase. These 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 an excess property tax levy. These bonds were refunded in 2016 and will be fully repaid in 2021. The 2020 Parks Bond Anticipation Notes (BAN) are due to be repaid at the end of 2022. Interest payments will be supported by income from the properties until development of the facility is started. Revenues in excess of expenses including interest payments from those properties will create fund balance that will be used to help retire the debt principal. Repayment of BAN may also be supported by a potential Parks Bond Levy or issuance of a new BAN.

- Capital Funds' revenues are budgeted at $56.536* million. This is a 13.2% increase. The primary reason for the change was the issuance of bond anticipation notes in 2020 to complete the purchase of property for a future Aquatics and Community Center offset by grant funding for 145th Interchange and other critical transportation projects.

- Surface Water Utility Fund revenues are budgeted at $32.904* million, inclusive of Surface Water Fees at $16.334 million (+18.3%) and bond proceeds, representing a 109.6% increase. This change continues the implementation of the 2018 Surface Water Master Plan's Proactive Management Strategy. The annual increase for a single family residential home in 2021 through 2026 are $27, $15, $16, $16, $17, $18, respectively.

- Wastewater Fund revenues are budgeted at $5.673 million representing a $806,000 increase. The revenues for this fund are from fees for service from our service contract with Ronald Wastewater to operate their wastewater utility. The contractual rate is set to fully cover the cost of operations and therefore is driven by the expenditure changes discussed in the section below.

- Internal Service Funds' revenues are budgeted at $1.636* million representing a 23.8% increase. This increase is primarily driven by the addition of vehicles and equipment necessary to support the City's delivery of services to the community.

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

*EXPENDITURES – OVERVIEW*

Budgeted 2021-2022 expenditures for all funds total $232.358 million. This is a $22.613 million (10.8%) increase from the estimated expenditures for the current biennium. The increase can be linked to the following changes:

- $9.452 million increase in the City's Enterprise Funds;
- $6.144 million increase in the City's Capital Funds; and,
- $1.243 million increase in the Operating Funds.

- General Fund, Shoreline Secure Storage Fund and Street Fund expenditures, commonly referred to as the City's Operating Budget, are budgeted at $102.865 million. This is a $1.191 million, or 1.2%, increase. Ongoing expenditure budgets related to the closure of the Shoreline Pool and Jail services have been reduced as well as support of one-time projects, including contributions to capital projects. These reductions were driven primarily by the current economic forecast to deliver a balanced and financially sustainable budget, but also reflect the completion of some significant one-time projects such as replacement of the finance and human resources software system in 2020. Recreation budgets include expenditures necessary to support full recreation program operations. Operational adjustments will be made as appropriate to align with the State's operating restrictions and revenue projections. The 2021-2022 Proposed Operating Budget is balanced using approximately $1.4 million dollars of fund balance to address short term revenue shortfalls as allowed by the City's financial policies.

- Debt Service Fund expenditures are budgeted at $31.613 million. This is a $6.676 million, or 26.8%, increase. The increase in debt service payments is primarily due to the repayment of the 2020 Parks Bond Anticipation Notes in 2022, partially offset by reductions in the annual debt service on the 2006/2016 Parks Bonds and the 2009/2019 City Hall Bond refundings.

- Capital Fund expenditures are budgeted at $66.483 million. This is a $6.144 million, or 10.2%, increase primarily as a result of increases in Roads Capital Fund projects, including the funding of the 145th Interchange, offset by a decrease in General Capital

Funds, primarily property acquisition, in 2021-2022. These expenditures include grant funding and 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 $24.337 million. This is a $8.693 million, or 55.6%, increase and is discussed in another section of this transmittal letter.

- The Wastewater Fund expenditures are budgeted at $5.673 million. This is a $759,000, or 15.4%, increase driven by increases in personnel costs, COLA and Benefit changes, increases in ongoing costs related to vehicle and equipment investments made in 2020, and additional one-time investments proposed in for 2021-2022 to support utility operations.

  Internal Service Funds expenditures are budgeted at $0.998 million. This is a $0.902, or 47.5%, decrease. The decrease is due to a shift in how staff costs associated with Fleet Maintenance are being shifted to overhead and also because several planned replacements were determined to be unnecessary in this biennium.

*EXPENDITURES – STAFFING*

The City continues to align staff positions with long term community service expectations, City Council goals, and the City's ongoing work plan. As such, the 2021-2022 Proposed Biennial Budget decreases the net number of full-time equivalent (FTE) positions in the City's personnel complement from the 2020 total by 4.2 FTE. This number reflects the following, which is also discussed in more detail below or elsewhere in this transmittal letter:

- Closure of the Shoreline Pool eliminating 5.075 FTEs;
- Addition of 0.50 FTE Housing and Human Services Coordinator;
- Addition of 1.00 FTE Engineer 3 and 1.00 FTE Transportation Specialist to support delivery of transportation capital projects funded in the Roads Capital budget;
- Changes to FTEs according to staffing needs during phases of various projects, including elimination of limited-term positions as terms come to an end; and,
- Reallocation of funding supporting the Grants Coordinator position to partially support the proposed Housing and Human Services Coordinator position and to provide professional services to backfill the Grants Coordinator position if needed.

**Housing and Human Services Coordinator**:
The 2021-2022 Proposed Biennial Budget includes the addition of a 0.50 FTE Housing and Human Services Coordinator. This position will serve as the staff lead on issues related to the City's affordable housing program. At the outset this will involve responsibility for the City's Multi-Family Tax Exemption (MFTE) and inclusionary housing program as well as general oversight related to implementation of strategies developed through the Shoreline Housing Action Plan. Additional capacity, if any, will be applied assisting with human services contracting.

***Positions Necessary for Specific Projects*:**
The following positions changes identified in the 2021-2022 Proposed Biennial Budget have been or are needed to accomplish specific projects. While not all of positions are term-limited, should the future demand for these positions diminish and supporting revenue not be available, the positions will be eliminated as demonstrated by the discussion below.

- *Finance Technician (Financial System Replacement Backfill Term-Limited to 12/31/2020)*: The proposed budget reflects the reduction from 1.00 FTE in 2020 to 0.625 FTE in 2021, returning this position to its originally budgeted level.
- *Light Rail Project*: The proposed budget reflects the following changes to positions permitting and coordinating the Lynnwood Link Extension Light Rail Project. Most are term-limited positions. Funding is provided via an agreement with Sound Transit:
    - Administrative Assistant II: Reduced from 0.75 FTE in 2020 to 0.50 FTE in 2021.
    - Senior Planner: Eliminated 1.00 FTE in 2021.
- *Engineer 3/Lead Project Manager*: The Capital program has struggled to deliver projects according to desired timelines. An additional highly qualified engineering/project management FTE is needed to deliver projects per schedules. Several large complex capital projects with federal funding need an experienced Project Manager to manage and provide oversight and guidance on other federally funded projects.
- *Transportation Specialist*: The Roads Capital Fund has five large complex, federally funded projects that are in design and will require property acquisition. The size and complexity of the projects make it difficult for the Project Manager to perform all the tasks necessary to keep the projects on track. Specifically, property acquisition requires extensive coordination, documentation and following of complex processes to meet the requirements for federal funding. This position would support property acquisition for all five projects as they progress and provide other support to ensure compliance with federal requirements.

**Reclassification and Market adjustments of Regular Positions:**
Over time, the duties of certain positions change and grow due to the changing nature and demands of the work. When this occurs, the Human Resources Director, reviews the positions to determine if any change in classification is warranted. Additionally, each year the Human Resources Director performs a market study on a section of the City's salary table to ensure that position compensation continues to remain within the Council policy at plus or is within 5% of the Median pay for our comparable cities. The proposed budget includes the resulting market adjustments and the reclassification of an Assistant Planner to Associate Planner.

**Closure of the Shoreline Pool:**
The closure of the Shoreline Pool in 2020 resulted in the elimination of the following positions for the 2021-2022 Proposed Biennial Budget:

- PRCS Supervisor 2 – Aquatics: 1.00 FTE
- Recreation Specialist III – Aquatics: 1.00 FTE
- Senior Lifeguard: 3.075 FTE

## Restructuring of Parks, Recreation and Cultural Services Department

The announcement of the retirement of the Parks, Recreation and Cultural Services Director provided an opportunity to consider changes in the current structure. The COVID-19 pandemic has affected the City's ability to offer normal recreation and event programs. It has also created significant budget uncertainties. As a result, the City will implement a plan with the goal of creating some financial savings and staffing efficiencies. The focus will continue to be on the delivery of important recreation and park services to the community.

*Recreation, Cultural & Community Services Department*: Many cities closely align recreation programs with community and human services. Therefore, recreation, cultural services, and public art divisions have been combined with the existing programs of the Community Services Division. This new department will become the Recreation, Cultural & Community Services Department. Combining these services provides an opportunity to be innovative in collaborating with and serving the community. It also provides an opportunity to explore their connections for the short- or long-term. Creation of this new Department will elevate the City's focus on human services, environmental services, and diversity/inclusion.

*Parks, Facilities, and Fleet Division*: Parks maintenance staff in the Parks Operations Division will join staff in the Fleet and Facilities divisions of the Administrative Services Department. In addition to maintaining all City facilities, the Facilities Division oversees the janitorial contracts for park restrooms. Additionally, our current Fleet & Facilities Manager has significant experience in parks operations and will use that experience to our advantage as the City's Parks, Fleet & Facilities Manager. Combining park and facilities maintenance staff will strengthen the operational connection of maintaining all the City's facilities and public trees.

*Grants Coordination:* The current Grants Coordinator position will be held vacant during the interim period. The work will be accomplished through a combination of decentralization and outsourcing. Oversight for the function will move to the Recreation, Cultural & Community Services Department with the Community Services Manager maintaining high level oversight.

## Public Works Staff Reallocation

The proposed budget includes changes in allocation of staff that support various public works functions to better reflect the support provided to each function. This allocation change didn't impact the FTE count for Public Works, but did change the allocation by fund with a biennial increase to the general fund of approximately $170,000 per biennium that will be partially offset by other cost reductions including "in-sourcing" of the Durable Pavement Marking (Thermoplastic) discussed later in this letter.

The tables below provide the details on the City's personnel compliment as included in the proposed budget by Department and fund with a comparison to the prior biennium:

***2021 FTEs by Fund and Department***

| Department | General Fund | Street Fund | Public Arts Fund | General Capital Fund | City Facilities Major Main. Fund | Roads Capital Fund | Surface Water Utility | Wastewater Utility | Vehicle Operations Fund | Total |
|---|---|---|---|---|---|---|---|---|---|---|
| City Council | 7.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | **7.000** |
| City Manager | 22.250 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | **22.250** |
| Recreation, Cultural & Community Services | 26.980 | 0.000 | 0.250 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | **27.230** |
| City Attorney | 3.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | **3.000** |
| Administrative Services | 34.425 | 0.000 | 0.000 | 0.500 | 0.000 | 0.000 | 0.000 | 4.050 | 0.000 | **38.975** |
| Human Resources | 3.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | **3.000** |
| Planning & Community Development | 22.820 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | **22.820** |
| Public Works | 15.730 | 9.320 | 0.000 | 0.680 | 0.000 | 13.380 | 17.010 | 10.180 | 0.000 | **66.300** |
| **2021 TOTAL** | **135.205** | **9.320** | **0.250** | **1.180** | **0.000** | **13.380** | **17.010** | **14.230** | **0.000** | **190.575** |
| *2020 TOTAL* | *138.525* | *9.300* | *0.250* | *2.110* | *0.000* | *11.270* | *17.020* | *14.150* | *2.150* | *194.775* |
| *Difference between 2020 and 2021* | *-3.320* | *0.020* | *0.000* | *-0.930* | *0.000* | *2.110* | *-0.010* | *0.080* | *-2.150* | *-4.200* |

***2022 FTEs by Fund and Department***

| Department | General Fund | Street Fund | Public Arts Fund | General Capital Fund | City Facilities Major Main. Fund | Roads Capital Fund | Surface Water Utility | Wastewater Utility | Vehicle Operations Fund | Total |
|---|---|---|---|---|---|---|---|---|---|---|
| City Council | 7.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | **7.000** |
| City Manager | 22.250 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | **22.250** |
| Recreation, Cultural & Community Services | 26.980 | 0.000 | 0.250 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | **27.230** |
| City Attorney | 3.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | **3.000** |
| Administrative Services | 34.425 | 0.000 | 0.000 | 0.500 | 0.000 | 0.000 | 0.000 | 4.050 | 0.000 | **38.975** |
| Human Resources | 3.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | **3.000** |
| Planning & Community Development | 22.820 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | **22.820** |
| Public Works | 15.730 | 9.320 | 0.000 | 0.418 | 0.000 | 13.581 | 17.071 | 10.180 | 0.000 | **66.300** |
| **2022 TOTAL** | **135.205** | **9.320** | **0.250** | **0.918** | **0.000** | **13.581** | **17.071** | **14.230** | **0.000** | **190.575** |
| *2021 TOTAL* | *135.205* | *9.320* | *0.250* | *1.180* | *0.000* | *13.380* | *17.010* | *14.230* | *0.000* | *190.575* |
| *Difference between 2021 and 2022* | *0.000* | *0.000* | *0.000* | *-0.262* | *0.000* | *0.201* | *0.061* | *0.000* | *0.000* | *0.000* |

In 2021-2022, Shoreline will have 2.9 FTEs per 1,000 population for non-utility personnel.

*EXPENDITURES – POLICE CONTRACT*

While no staffing changes are included in the proposed budget, the City increased police staffing by 2 additional officers between 2018-2020 to address increasing response times and get closer to the general target ratio of 1 officer per 1,000 residents, achieving a ratio of approximately 0.90 per 1,000 residents that is anticipated to be maintained through the biennium. Public safety and keeping crime rates low in Shoreline continue to be a priority for the community and City Council, with improving the Quality of Police Services was ranked as the third highest priority by respondents to the 2020 Resident Satisfaction Survey.

Shoreline Police Department serves a population of 56,980 residents. The department currently has 51 commissioned staff and 3 non-commissioned staff. There are 24 officers and 1 K9 team assigned to patrol. Over the past decade the City has experienced a steady increase in calls for service, workload and expectations of the police. Prior to the addition these officers Police response times to a dispatched call for service were steadily increasing, between 2013-2018 indicating the need for additional officers. While not achieving our stated staffing target, we recommend monitoring during this biennium to ensure police staffing levels are adequate. Emergency calls for priority-X averaged 3.42 minutes in 2013 and 4.37 minutes in 2017 and were unchanged through 2019. In the same time frame priority-1 calls had increased from 6.48 minutes to 6.98 in 2017 and were 7.52 in 2019. Priority-2 calls had increased from 9.51 minutes to 10.70 in 2017 and were 9.53 in 2019.

In the coming biennium, in addition to responding to dispatched calls for service Police efforts will continue to be focused on officer training on bias, de-escalation, and efforts to reduce use of force incidents as well as crisis intervention working closely with mental health professionals as well as proactive and collaborative crime prevention, community education,

The 2021-2022 proposed preliminary budget reflects the results of negotiations for the King County Sheriff's Office (KCSO) guild contract. Staff projects that the 2021 police services contract will total $13.626 million, which is 2.9% more than the 2020 police services contract and the 2022 police services contract will total $14.047 million, which is 3.1% more than the 2021 police services contract. The first detailed estimate will be provided by KCSO in late September or early October. For future years (2023 onward), staff has assumed an annual escalator of 3.5%.

*EXPENDITURES – ADDITIONAL ONGOING PROGRAM COSTS*

Other significant changes in 2021-2022 costs include the following:

- Salary increases include:
    - $263,000 increase for anticipated step increases for eligible employees per the City's compensation plan;
    - $516,000 increase from 0.87% cost of living adjustment in 2021 and an estimated 1.73% COLA for 2022 based on 100% of the June-to-June change in CPI-U.

- *Insurance Costs*: The City has experienced significant increases in insurance costs from our Insurance Pool WCIA. The increases are due to a combination of rising re-insurance costs experienced by WCIA, actuarial changes due as some extremely low loss

experience years are replaced by average or above average years, and increase in employee hours due to the addition of Ronald Wastewater and Grounds Maintenance Crew. The increase for the biennium total $352,000.

- *Durable Pavement Marking (Thermoplastic) Maintenance:* King County had historically provided the majority of City traffic control device maintenance including durable pavement markings (thermoplastic). King County was unable to consistently deliver this service so durable pavement marking maintenance, installation and removal was shifted to private contractors in 2019 and 2020. The 2021-2022 budget proposes the transfer of this responsibility from private contractors to City of Shoreline Streets and Traffic Services staff. While there are some one-time costs associated with the transition for equipment acquisition, staff estimate that the change will produce ongoing savings of approximately $30,000 per year beginning in 2023 and will remain budget neutral in 2021/2022.

- *Jail Budget:* Projections for the 2021-2022 proposed preliminary budget, along with future forecasts, 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. Beginning in 2016, inmates serving a sentence longer than three days are being housed at the Yakima County Jail. The current contract with SCORE is being continued as the City's primary booking facility. In 2020, projected jail housing days and costs are impacted by a COVID-19 outbreak at the Yakima County Jail that resulted in suspension of our use of the jail. At the same time, SCORE has also decided to bill the City for the actual number of beds used rather than the minimum number of guaranteed beds. Additionally, a change in sentencing philosophy appears to be resulting in fewer jail days overall. All these factors have resulted in significant savings in our Jail budget in 2019 and 2020. In response to this actual experience and the face of reduced revenues, the 2021-2022 budget has been reduced to better align the budget with the actual and projected experience. Staff will continue to monitor this potentially volatile expense and the associated cost drivers closely.

*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 2021-2022 proposed operating budget are summarized below and are funded from the use of available fund balance at the end of 2020. Ongoing items are funded from ongoing revenues.

| Category | One-Time | % of Operating Budget |
|---|---|---|
| Implementation of Council Goals | $361,600 | |
| City Asset Maintenance | 70,600 | |
| Efficiency & Effectiveness | 452,000 | |
| Technology Investments | 1,900 | |
| Contingency and Transfer to Revenue Stabalization Fund | 2,230,400 | |
| Capital Support | 3,748,500 | |
| **Total** | **$6,865,000** | |
| **Use of Fund Balance** | **$6,865,000** | **6.7%** |

*EXPENDITURES – CAPITAL OUTLAY*

The 2021-2022 Proposed Biennial Budget for the General Capital, City Facilities-Major Maintenance and Roads Capital funds totals $64.866 million. Significant projects making up this total include:

| Project Name | $ (in Millions) |
|---|---|
| 145TH CORRIDOR - 99TH TO I5 | 20.4 |
| 147TH/148TH NON-MOTORIZED BRIDGE | 7.3 |
| 145TH AND I5 INTERCHANGE | 4.8 |
| SIDEWALK EXPANSION PROGRAM | 4.7 |
| CITY MAINTENANCE FACILITY | 4.2 |
| SIDEWALK EXPANSION 5TH AVE NE (N 175TH TO N 182ND) | 4.1 |
| N 175TH ST - STONE AVE N TO I5 | 3.0 |
| ANNUAL ROAD SURFACE MAINTENANCE PROGRAM | 2.1 |
| SIDEWALK EXPANSION- 1ST AVE NE (N 192ND TO N 195TH) | 1.3 |
| RICHMOND BEACH MIDBLOCK CROSSING | 1.2 |
| MERIDIAN AVE SAFETY IMPROVEMENTS | 1.1 |
| SIDEWALK REHABILITATION PROGRAM | 0.7 |
| 1ST AVE NE (N 145TH TO N 155TH) | 0.7 |
| PARK ECOLOGICAL RESTORATION PROGRAM | 0.6 |
| PARKS REPAIR AND REPLACEMENT | 0.6 |
| RICHMOND HIGHLANDS COMMUNITY CENTER ROOF | 0.5 |
| PLAYGROUND REPLACEMENT | 0.5 |
| PROS PLAN PROPERTY ACQUISITIONS | 0.5 |
| PARKS FACILITIES RECREATION AMENITIES | 0.5 |
| N 195TH ST BRIDGE CONNECTOR | 0.5 |
| RIDGECREST SAFE ROUTES TO SCHOOL | 0.4 |
| TRAIL ALONG THE RAIL | 0.3 |
| 8 OTHER PROJECTS | 5.2 |
| 2021-2022 CIP PROJECT TOTAL | $64.9 |

*SURFACE WATER UTILITY FUND*

The City has greatly improved its ability to discharge quality water to Puget Sound during normal flow, low flow, and storm flow events through the development of a comprehensive surface water management system. Community satisfaction with the system has increased from a 55% satisfied or very satisfied in 2004 to 63% in 2020 with only 8% of residents dissatisfied.

The system is comprised of a complex array of drainage ditches, detention structures, lift stations, underground collection and transmission pipes, etc. that are owned and maintained by the City and managed using an enterprise fund – the Surface Water Utility Fund. Before incorporation storm events often resulted in flooding conditions throughout large areas that became the City of Shoreline. Since incorporation, and with enhancements to this system, the City's efforts have minimized flooding to localized and rare occurrences.

The City updated the Surface Water Master Plan (SWMP) in 2018. During the update Council considered three levels of service, minimal, proactive, and optimal. Council adopted the plan and

rates that supports the proactive management strategy for the utility. 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. Both the costs and associated revenues, including a residential rate increase of approximately $27 in 2021 and $15 in 2022 included in the budget support the Proactive Management Strategy.

With the rate increase necessary to support the proactive strategy and bond proceeds to provide supplemental funding as needed for capital projects in 2021-2022, the Surface Water Utility billings along with other sources are budgeted to generate almost $32.904 million. This is a $17.206 million (109.6%) increase from the Current Budget. As an enterprise fund, 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 2021-2022 Proposed Biennial Budget appropriates $24.337 million in expenditures. Of this total, $11.925 million are operating expenditures, $12.412 million are capital expenditures, and $1.412 million are debt service expenditures. The operating budget reflects a $3.063 million increase from the Current Budget. Capital expenditures reflect a $6.050 million increase from the Current Budget. 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 2021-2022, this fund is expected to pay approximately $1.412 million 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. In 2017 RWD executed a Services Agreement with the City to operate the utility on the behalf of RWD. Effective October 23, 2017 the City of Shoreline began to operate and maintain the sewer utility. Under the contract the RWD Board of Commissioners maintain responsibility 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 and make operational investments supported by the RWD Board.

The 2021-2022 Proposed Biennial Budget appropriates $5.673 million in expenditures. Increases support several one-time investments and additional ongoing costs related to those investments including:

- *Wastewater AutoCAD and ArcGIS Data Reconciliation*
- *Ronald Wastewater District Record Management Integration*
- *Sewer Line-Rapid Assessment Tool (SL-RAT)*
- *Cathodic Protection Inspection Program*
- *Sewage Lift Station Pump and Motor Vibration Analysis*
- *Sewage Lift Station Thermographic Imagery Analysis*

## 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 2019-2020, City staff implemented several technology enhancements that will produce long term process efficiencies. These enhancements include on-line permit application and payment and electronic review for permit processing of many permit types, self-service time entry, annual and quarterly financial reports, and biennial budget. Significant improvement has been made in the consistent use of the City's asset management system. These process changes create some capacity to address new and emerging issues and result in cost avoidance for the City. We anticipate several major process improvements related to purchasing cards, invoice approval, and fixed asset accounting to be implemented in 2021-2022 following the stabilization of the upgrade of the City's Financial System in October of 2020.

- The City continues to proactively monitor all its major contracts and consider alternative service delivery models to minimize cost increases and maintain or improve service levels. One example is the use of multiple Jail contracts to lower costs, the shift to in. Jail costs are discussed earlier in this letter, but it is important to note that without the addition of Yakima Jail to our jail strategy we would likely not have been able to reduce the budget. Usage and costs have been historically volatile, and the City proactively seeks lower cost alternatives to delivering this mandated service. Another example is the City's Janitorial contract, where consolidation of services with a single vendor and changes in service levels for internal facing services have allowed us to maintain costs with lower than market increases. Additionally, this budget proposes the "in-sourcing of our durable road-striping program, that is anticipated to save $30,000 per year after the first biennium and improve service delivery. Finally, the City has changed its computer vendor and improved service delivery with computers arriving fully imaged, saving valuable staff time, at a lower cost.

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

- The 10 YFSP targets growth at 7,500 SF of retail redevelopment and 160 new MFU annually. Since adoption of the 10YFSP, the City added 7,154 square feet (SF) of new retail space in 2015, 8,835 in 2016, 11,903 in 2017, 429 in 2018 and 0 sq. ft. of new retail space in 2019. We increased multi-family unit (MFU) count by 97 in 2014, 132 in 2015, added 12 beds to a facility in 2016, added 199 new units in 2017, 325 in 2018 and added 232 units in 2019 (50 of those units are from townhomes). Additionally, we saw the remodel of 26,878 SF of retail space in 2014, 6,411 SF in 2015, 24,643 SF in 2016, 6,937 in 2017, 2,810 SF in 2018, and 1,645 SF. of remodeled retail space in 2019. Office space added in 2018 was 22,450 SF and 3,563 SF in 2019.

All strategies of the 10 YFSP are now in use. City staff will continue to support and encourages continuous improvement at all levels of the organization. Focusing on reducing waste, improving customer experience and improving administrative ease result in greater capacity, cost avoidance and cost savings. We continue to seek out partnerships, efficiencies and monitor the newly implemented strategies outlined in the 10 YFSP during 2021-2022 and beyond.

## Outlook

City staff members are pleased to present the 2021-2022 Proposed Biennial Budget. Even in the face of an unprecedented pandemic and resulting economic recession, the City continues to maintain a healthy financial position. As a result of the Council's strong financial policies, diligent financial management, and conservative budget planning, the City was able to quickly respond to the challenges presented to us in 2020 and continues to maintain its AA+ bond rating and a Standard & Poor's (S&P) ratings outlook of "stable." The 2021-2022 budget is balanced, using $1.4 million general fund reserves to address the short-term gap resulting from the COVID-19 recession, and in compliance with the City's financial and reserve policies.

The City's budget maintains priority services, addresses and balances furthering Council goals and community priorities including addressing the highest priorities identified in the Resident Satisfaction Survey, addressing homelessness and increasing human services with maintaining flexibility to respond to the unanticipated impacts of what will likely continue to be a volatile economic environment.

The State of Washington, like cities, faces the challenge of the economic impacts of COVID-19 as well as the normal cost of service delivery rising faster than revenue growth and pressures from other levels of government. Additionally, cities and the State face other legislative and legal challenges that create unfunded mandates. Historically the State Legislature has closed its gaps in part by reducing amounts traditionally remitted to local jurisdictions, although they have been slowly restoring portions of these revenues. It is likely that future State budget and legislative efforts will continue to have a negative impact on local government budgets, particularly related to state shared revenues and continued actions to fund basic education.

As demonstrated this year, we will continue to exercise our fiduciary responsibility to Shoreline's residents and we will proactively address these issues by making any budget adjustments necessary as a result of changes in the economy and future State or Federal legislative actions with an economic impact.

In addition to the targets established in the 10 YFSP, we continue to strive to attract economic development investment in the City. The 2021-2022 Proposed Biennial Budget continues the City's efforts in economic development. The City has continued partnership with Sound Transit to deliver two Light Rail Stations in Shoreline with construction currently under way. The City executed a major developer agreement with Merlone Geier for development of Shoreline Place, and there are many significant development projects both in planning and construction stages.

Financial sustainability includes investing in infrastructure improvements. By attending to our infrastructure today, the City avoids much costlier deferred maintenance problems in the future. As stated earlier the City will deliver $77.278 million in capital improvements (including surface water capital projects) in 2021-2022. Long term plans include another $168.927 million over the following four years. We recognize that even at this level funding for the construction of new facilities and infrastructure, with the exception of the Surface Water Utility, is underfunded.

## Conclusion

We believe that the 2021-2022 Proposed Biennial Budget responds to the current economic situation resulting from the COVID-19 pandemic, maintains priority services and strives to address priority capital investment needs for the coming two years. It also addresses the top operating priorities of the City Council and the Shoreline community as supported by the 2020

Community Survey. It invests in projects to help our Surface Water Utility achieve its desired proactive maintenance strategy, supports continued development of light rail stations and critical transportation projects near those stations. And it delivers the initial sidewalk expansion projects supported by the voter approved 0.2% TBD sales tax.

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 City Council and community priorities.

It is also appropriate to thank several members of the Administrative Services Department for their tireless efforts to produce the 2021-2022 Proposed Biennial 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: 2020-2022 City Council Goals & Workplan

# 2020-2022 City Council Goals and Work Plan

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;
- Sustainable services—supporting quality services, facilities and infrastructure; and
- Sustainable finances—responsible stewardship of fiscal resources to achieve the neighborhoods, environment and services desired by the community.

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 work plans, the City's budget, capital improvement plan, and through special initiatives.

## Goal 1: Strengthen Shoreline's economic climate and opportunities

Robust private investment and economic opportunities help achieve Council Goals by enhancing the local economy, providing jobs and housing choices, and supporting the public services and lifestyle amenities that the community desires and expects.

**ACTION STEPS:**

1. Conduct a review of development that has occurred in the 185th and 145th Station Areas and identify City policies and regulations that may need to be revised in order to realize the City's vision of mixed-use, environmentally sustainable, and equitable neighborhoods
2. Implement the Community Renewal Plan for Shoreline Place including the construction of the intersection improvements at N 155th Street and Westminster Way N, the adoption and implementation of revised signage requirements, and the processing of Phase 1 and 2 permits
3. Continue to implement development review and permitting best practices, including the expansion of the City's online permit capabilities and the development of permit turn-around time targets, so that permit applicants experience predictable, timely, accessible and responsive permitting services
4. Enhance business retention and expansion efforts by building relationships, identifying regulatory challenges, and exploring expansion opportunities and plans
5. Facilitate collaboration with and between members of the business community to support new businesses and identify strategies that the City can consider to support these businesses
6. Partner with North King County service providers and partners to develop a plan to formalize the management of the City's affordable housing program
7. Engage the community in creating a Housing Action Plan to identify additional housing choices, associated policies and regulatory modifications
8. Participate in the State's Master Plan process for the Fircrest Campus and advocate for uses compatible with the City's vision for underutilized properties
9. Review the City's development regulations to explore the creation of ground floor commercial requirements and/or incentives in certain areas of non-residential zones

## Goal 2: Continue to deliver highly-valued public services through management of the City's infrastructure and stewardship of the natural environment

The City has identified needed improvements to strengthen its municipal infrastructure to maintain public services the community expects through adoption of the Comprehensive Plan, Surface Water Master Plan, Transportation Master Plan, and Parks, Recreation and Open Space Plan. 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. Implement the new Sidewalk Construction Program
2. Implement the Parks, Recreation, and Open Space Plan, including priority park improvements and acquisition of additional park properties
3. Develop a future strategy for replacement of the Shoreline Pool and Spartan Recreation Center
4. Implement the Urban Forest Strategic Plan, including the Green Shoreline Partnership
5. Implement the 2020-2022 Priority Environmental Strategies including implementation of Salmon-Safe certification activities, resource conservation and zero waste activities, and an update of the City's Climate Action Plan
6. Implement the asset management policy and strategy to better align data with the goal of supporting life-cycle and risk-based decision making using accepted asset management principles and practices
7. Implement Phase One of the City Maintenance Facility project
8. Continue implementing the proactive strategy of the adopted 2017-2022 Surface Water Master Plan
9. Update the Transportation Master Plan, including evaluating a multi-modal level of service, concurrency, Transportation Impact Fees, and shared use mobility options
10. Begin the state mandated major update of the Comprehensive Plan
11. Design the N 175th Street Corridor Project from Interstate-5 to Stone Avenue N
12. Update the Public Arts Policy and implement the Public Art Plan
13. Defer the sidewalk rehabilitation program until funding can be secured to offset or replace lost Vehicle License Fee revenue if I-976 is implemented
14. Complete the assumption of the Ronald Wastewater District in collaboration with the District

## Goal 3: Continue preparation for regional mass transit in Shoreline

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 the Shoreline North/185th Street Station and the Shoreline South/145th Street Station, which are planned to open in 2024. 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 Shoreline South/145th Street Station. Engaging our community members and regional transit partners in plans to integrate local transit options into the future light rail service continues to be an important Council priority.

**ACTION STEPS:**

1. Work with regional and federal partners to fund, design, and construct the 145th Street and Interstate-5 interchange improvements
2. Work with regional and federal partners to fund, design, and construct the 145th Street corridor improvements west of the Interstate-5 interchange
3. Support Sound Transit's 145th Street improvements from Highway 522 to Interstate-5 as part of ST3
4. Work collaboratively with Sound Transit to complete the permitting phase of the Lynnwood Link Extension Project and coordinate on project construction and inspection
5. Coordinate with developers and seek partnerships and funding for implementation of the 185th Street Corridor Strategy
6. Create non-motorized connections to the light rail stations and provide for multiple transportation options in and between the Station subareas by continuing to coordinate design elements of the Trail Along the Rail
7. Complete 30 percent design of the 148th Street Non-Motorized Bridge and work with regional and federal partners to fully fund the project
8. Collaborate with regional transit providers to implement long range regional transit plans including Sound Transit's ST3 Plan, King County Metro's Metro Connects Long Range Plan, and Community Transit's Blue Line and Long Range Plan

## 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 who have been historically marginalized and underrepresented. The Council believes it is important to improve inclusion, equity, and meaningful participation among all members of the Shoreline community in the development and implementation of policies and programs.

**ACTION STEPS:**

1. Continue implementing the City's Diversity and Inclusion Program, including identifying and implementing ongoing equity training for City staff, Council, boards and commissions
2. Develop resources and training to assist staff in understanding meaningful community engagement practices and approaches
3. Continue to offer Community Bridge as an alternative engagement strategy for Shoreline's diverse population
4. Ensure all Shoreline residents have access to and benefit from the City's programs and activities through continued compliance with federal and state anti-discrimination laws, including Title VI of the Civil Rights Act, the Civil Rights Restoration Act, Title II of the Americans with Disabilities Act, and Washington's Law Against Discrimination
5. Review the City's written material and public information to make sure that it is understandable and accessible for all residents
6. Continue building relationships that support community policing

## 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 2018 Citizen Survey reflected that 93% of respondents felt safe in their neighborhood during the day and 81% had an overall feeling of safety in Shoreline. The City is continuing a concentrated work plan 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. The Council recognizes that supporting stronger community connections and making it possible for residents to meet their needs are critical elements of a safe and thriving community.

**ACTION STEPS:**

1. Use data driven policing to address crime trends and quality of life concerns in a timely manner
2. Expand coordination of the City's Police Department-Community Response Operations Team to implement solutions related to public safety, code enforcement and homelessness response
3. Continue partnerships between Community Services, Parks, Economic Development and Police on Problem Solving Projects and crime prevention to improve safety and the feeling of safety
4. Continue partnering with Shoreline schools and the Shoreline Fire Department to implement best practice school safety measures
5. Continue addressing traffic issues and concerns in school zones and neighborhoods using the City's speed differential map and citizen traffic complaints
6. Conduct trainings and community programs to promote personal safety, awareness and response
7. Begin a process of developing partnerships with North King County cities and other key stakeholders in support of siting a 24/7 shelter/navigation center to serve homeless single adults in North King County
8. Actively monitor developments related to the new Regional Homelessness Authority with a particular focus on actions and resources related to sub-regional planning efforts
9. Pilot the Love Your Community mini-grant program to expand the City's community building efforts beyond established neighborhood associations

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# EXECUTIVE SUMMARY

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# 10 YEAR FINANCIAL SUSTAINABILITY PLAN

# 10 YEAR FINANCIAL SUSTAINABILITY PLAN 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 City 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. In 2014, this process included an article in the May *Currents* newsletter, development of a webpage on the City's website seeking public input, a presentation at the May 7 Council of Neighborhoods meeting, and an open house on May 14. 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: https://www.shorelinewa.gov/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 UPDATE

Since the 10 YFSP was accepted by the City Council in June 2014, staff have implemented all identified strategies. The preliminary 2021-2022 Operating Budget and updated ten-year forecast, incorporating the 2021-2022 proposed biennial budget with the updated results of the revenue and expenditure strategies that comprise the 10 YFSP into the 10 YFSM, was previewed by the City Council in the September 14, 2020 staff report. Based on audited 2019 results, 2020 estimates, and 2020 projections, the 10 YFSM projects gaps in all years of the forecast as a result of the economic impacts of COVID-19 and the expiration of the levy lid lift in 2023. Using general fund fund balance of $1.4 million to balance the current biennium and assuming a successful levy lid lift in 2022, the10 YFSM reflects surpluses generated between 2023-2025 is adequate to cover shortfalls into 2027. When we model expenditures at 99% to reflect our historical trend for expenditures and assume a successful LLL, the surplus generated in 2021 through 2025 in this scenario, mostly attributable to the LLL, appears adequate to cover the shortfall for 2026 through 2028. As of 2019, every strategy identified in the 10 YFSP has been implemented and is being employed to help achieve financial sustainability. The following provides a brief history for each of the strategies and our progress towards reaching the identified targets:

| **10 YFSP Strategy** | **Strategy Implementation Steps** |
|---|---|
| (1) | The 10 YFSP targets growth at 7,500 SF of retail redevelopment and 160 new MFU annually. Since adoption of the 10YFSP, the City added 7,154 square feet (SF) of new retail space in 2015, 8,835 in 2016, 11,903 in 2017, 429 in 2018 and 0 sq. ft. of new retail space in 2019. We increased multi-family unit (MFU) count by 97 in 2014, 132 in 2015, added 12 beds to a facility in 2016, added 199 new units in 2017, 325 in 2018 and added 232 units in 2019 (50 of those units are from townhomes). Additionally, we saw the remodel of 26,878 SF of retail space in 2014, 6,411 SF in 2015, 24,643 SF in 2016, 6,937 in 2017, 2,810 SF in 2018, and 1,645 SF. of remodeled retail space in 2019. Office space added in 2018 was 22,450 SF and 3,563 SF in 2019. |
| (2) | The 10 YFSP sought to reduce the expenditure growth rate. To achieve this the City has adopted a culture of continuous improvement to identify efficiencies that produce cost savings and cost avoidance. Additionally, staff continually look for opportunities to reduce costs in all areas of operations including proactively monitoring all its major contracts and considering alternative service delivery models to minimize cost increases and maintain or improve service levels. One example from the current biennium is the use of multiple Jail contracts to lower costs allowed the reduction of the Jail budget to help address the current economic challenge. Usage and costs have been historically volatile, and the City proactively seeks lower cost alternatives to delivering this mandated service. Another example is the City's Janitorial contract, where consolidation of services with a single vendor and changes in service levels for internal facing services have allowed us to maintain costs with lower than market increases. Additionally, this budget proposes the "in-sourcing of our durable road-striping program, that is anticipated to save $30,000 per year after the first biennium and improve service delivery. Finally, the City has changed its computer vendor and improved service delivery with computers arriving fully imaged, saving valuable staff time, at a lower cost. |
| (3) | The 10 YFSP strategy to increase investment returns with a target of 100 basis points. To accomplish this staff have implemented a laddered investment portfolio and have met the target through 2019. Given the impact of COVID-19 on the economy, it is likely that we will not achieve this target in this biennium but anticipate our strategy will still enable us to have better returns than without the strategy. |
| (4) | Evaluation City's Cost Recovery objectives for Recreation and Permitting were identified as a strategy. In 2016, 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. Those cost recovery for recreation programs are now reviewed are reviewed on a regular cycle and adjust by market or CPI on the years when not evaluated

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. An update to this study will be performed in 2022 to be incorporated into the 2023-2024 budget.

(5) The 10YFSP sought to replace the $152,000 General Fund annual contribution to the City's Curb Ramp, Gutter, and Sidewalk Maintenance Program with an ongoing revenue source. After extensive evaluation to develop the City's Americans with Disabilities Act (ADA) Transition Plan, identifying over $110 million of necessary repairs, City Council adopted Ordinance No. 822 to increase the VLF by $20 per vehicle per year, to a total of $40, to provide revenue to support the repair and maintenance of the City's sidewalk network. City Council levied) The City began collecting that tax in 2019, however voter initiative I-976 rolled back the City's ability to impose these fees. That initiative is currently under review by the State Supreme Court. Until its legality is resolved the City will be be evaluating the use of One-Time contributions to the sidewalk repair program with each budget process.

(6) The 10 YFSP included the consideration of implementing a Business & Occupation Tax. After extensive public engagement, Council City Council ultimately adopted Ordinance No. 808 providing for a B&O Tax on December 4, 2017. The Tax was implemented in 2019.

(7) Consideration of renewal of the voter approved Levy Lid Lift for operations was identified as necessary to address the structural imbalance created by the 1% limit of growth for property tax. After extensive public engagement the Council placed Proposition 1, Basic Public Safety, Parks & Recreation, and Community Services Maintenance and Operations Levy on the ballot in November 2016, and it was 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-U for the Seattle Area. Council will be considering this strategy again in 2022.

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# 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.

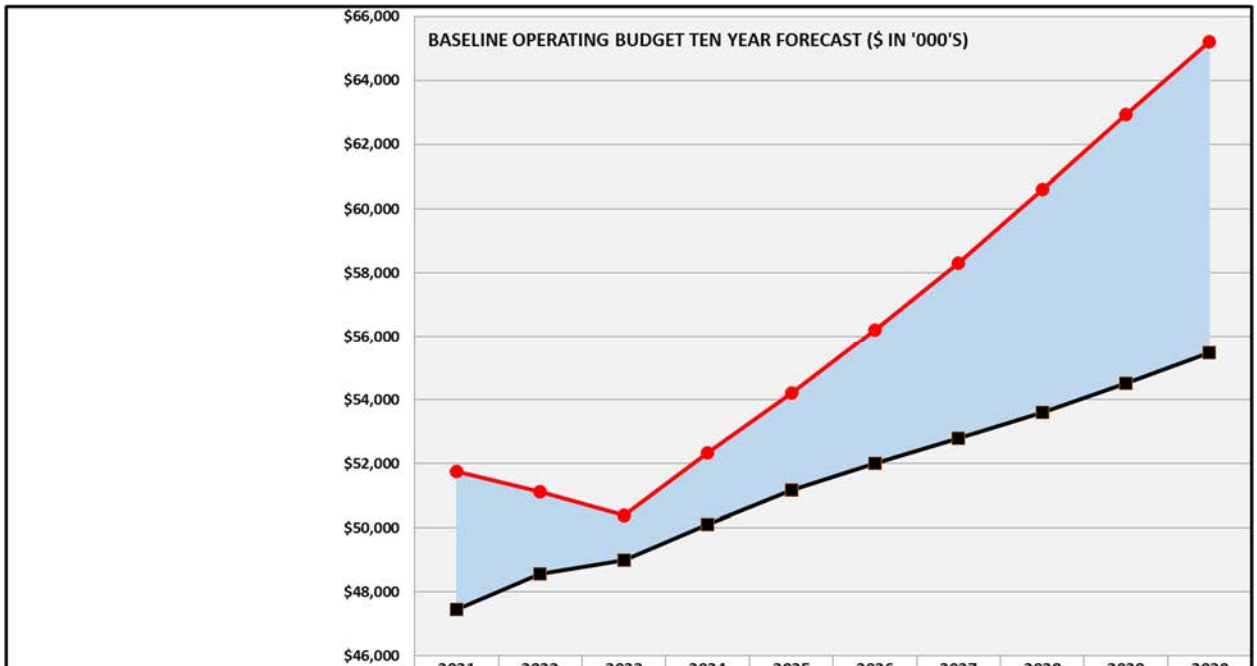
* The City will strive to achieve this target in 2014; however, the revenue impact will not be realized until 2019.

**10 YEAR FINANCIAL SUSTAINABILITY MODEL**
**OPERATING BUDGET**
**TEN YEAR FORECAST**

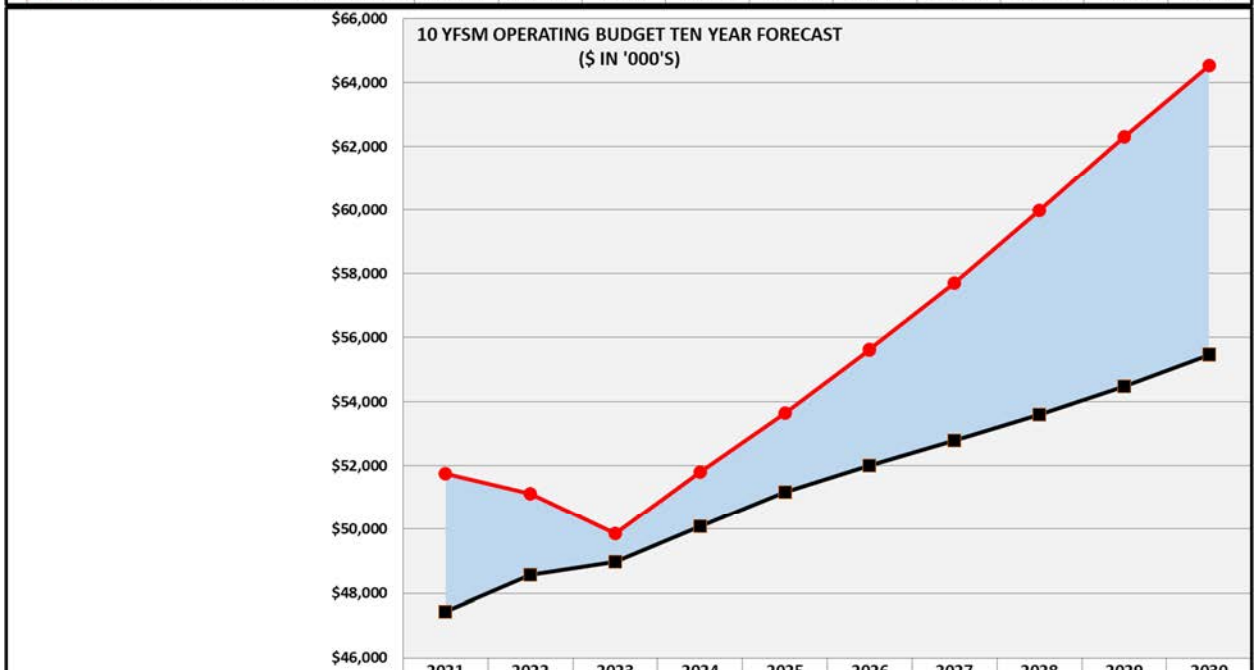
| | 2021 Proposed | 2022 Proposed | 2023 Forecast | 2024 Forecast | 2025 Forecast |
|---|---|---|---|---|---|
| **Baseline Model:** | | | | | |
| **Beginning Operating Funds Fund Balance** | **$18,763,489** | **$23,000,637** | **$18,763,489** | **$14,452,958** | **$13,024,634** |
| **Baseline Revenues:** | | | | | |
| Taxes | | | | | |
| Property | 14,106,259 | 14,430,037 | 14,664,760 | 14,904,167 | 15,149,265 |
| Sales and Use | 10,203,420 | 10,710,242 | 11,187,907 | 11,808,952 | 12,207,310 |
| Business and Occupation | 971,770 | 1,018,613 | 1,054,968 | 1,098,788 | 1,148,682 |
| Gambling | 700,000 | 1,400,000 | 1,400,000 | 1,400,000 | 1,400,000 |
| Utility | 3,673,019 | 3,697,412 | 3,768,290 | 3,839,338 | 3,912,552 |
| Other | 85,929 | 85,929 | 85,929 | 85,929 | 85,929 |
| Franchise/Utility Contract Payments | 5,398,100 | 4,507,400 | 4,635,263 | 4,772,817 | 4,845,045 |
| Licenses and Permits | 2,658,071 | 2,688,565 | 2,670,756 | 2,759,511 | 2,949,162 |
| Intergovernmental | 3,102,584 | 3,366,324 | 2,841,304 | 2,664,393 | 2,620,028 |
| Charges for Services | 1,377,855 | 1,456,285 | 1,483,543 | 1,510,154 | 1,537,270 |
| Fines and Forfeitures | 404,000 | 404,000 | 404,000 | 404,000 | 404,000 |
| Interest Income | 73,100 | 73,100 | 73,100 | 73,100 | 73,100 |
| Miscellaneous Revenues | 2,058,702 | 2,120,140 | 2,027,200 | 2,034,092 | 2,041,115 |
| **Total Baseline Revenue** | **44,812,809** | **45,958,047** | **46,297,021** | **47,355,241** | **48,373,458** |
| **Baseline Operating Expenditures:** | | | | | |
| Salaries & Benefits | 18,970,589 | 19,469,954 | 20,277,015 | 20,878,913 | 21,626,554 |
| Supplies | 1,046,500 | 1,039,374 | 1,057,374 | 1,057,374 | 1,057,374 |
| Services & Charges | 8,265,459 | 8,608,981 | 8,483,038 | 8,853,866 | 9,184,561 |
| Intergovernmental | 16,577,610 | 17,034,230 | 17,583,324 | 18,344,563 | 19,135,542 |
| Interfund | 558,511 | 560,915 | 562,297 | 565,928 | 569,643 |
| Budgeted Contingency | 240,000 | 1,383,208 | (25,000) | (25,000) | (25,000) |
| Capital Outlay | 8,434 | - | - | - | - |
| **Total Baseline Operating Expenditures** | **45,667,103** | **48,096,662** | **47,938,048** | **49,675,644** | **51,548,674** |
| **Baseline Revenue Over (Under) Expenditures** | **(854,294)** | **(2,138,615)** | **(1,641,028)** | **(2,320,402)** | **(3,175,216)** |
| **Baseline Other Financing Sources (Uses):** | | | | | |
| Operating Transfers In | 2,623,204 | 2,606,157 | 2,677,223 | 2,734,851 | 2,801,061 |
| Transfers Out | 6,079,441 | 3,022,074 | 2,434,849 | 2,657,570 | 2,653,934 |
| **Gain / (Use) of Operating Funds Fund Balance** | **(4,310,531)** | **(2,554,532)** | **(1,398,654)** | **(2,243,121)** | **(3,028,089)** |
| **Baseline Ending Operating Funds Fund Balance** | **$14,452,958** | **$20,446,105** | **$17,364,835** | **$12,209,837** | **$9,996,545** |
| **Required Operating Funds Fund Balance** | **$4,391,198** | **$4,352,027** | **$4,339,919** | **$4,374,689** | **$4,383,412** |
| **Over (Under) Required Operating Funds Fund Balance** | **$10,061,760** | **$16,094,078** | **$13,024,916** | **$7,835,148** | **$5,613,133** |
| **10 YFSM:** | | | | | |
| **Beginning Operating Funds Fund Balance** | **$18,763,489** | **$23,000,637** | **$18,763,489** | **$14,452,958** | **$13,024,634** |
| **Total 10YFSM Revenues & Transfers In** | **47,436,013** | **48,564,204** | **48,974,243** | **50,090,093** | **51,174,519** |
| **Total 10YFSM Operating Expenditures & Transfers Out** | **51,746,544** | **51,118,736** | **49,869,168** | **51,809,881** | **53,660,582** |
| **Gain / (Use) of Operating Funds Fund Balance** | **(4,310,531)** | **(2,554,532)** | **(894,925)** | **(1,719,789)** | **(2,486,063)** |
| **10YFSM Ending Operating Funds Fund Balance** | **$14,452,958** | **$20,446,105** | **$17,868,564** | **$12,733,169** | **$10,538,571** |
| **Required Operating Funds Fund Balance** | **$4,391,198** | **$4,352,027** | **$4,339,919** | **$4,374,689** | **$4,383,412** |
| **Over (Under) Required Operating Funds Fund Balance** | **$10,061,760** | **$16,094,078** | **$13,528,645** | **$8,358,481** | **$6,155,159** |
| **Assumptions:** | | | | | |
| Inflation | 0.00% | 1.73% | 2.34% | 2.24% | 2.24% |
| Annual Revenue Growth | | 2.56% | 0.74% | 2.29% | 2.15% |
| Annual Regular Levy Assessed Value Change | | -2.24% | 4.84% | 4.59% | 6.84% |
| Annual Sales & Use Tax Change | 5.11% | 4.67% | 5.44% | 7.68% | 4.94% |
| General Fees & Licenses Increases | 0.00% | 1.38% | 1.87% | 1.79% | 1.80% |
| Investment Interest Rate | 0.23% | 1.60% | 1.90% | 2.00% | 2.10% |
| Building Permit Charge | 13.28% | -1.02% | -0.71% | 3.58% | 7.39% |
| Revenue Collection (Baseline) | 100.00% | 100.00% | 100.00% | 100.00% | 100.00% |
| Revenue Collection (10YFSM) | 100.00% | 100.00% | 100.00% | 100.00% | 100.00% |
| PERS Employer Contribution Rate | 12.97% | 12.97% | 12.92% | 12.92% | 12.92% |
| Health Benefit Escalator | 0.00% | 0.00% | 6.50% | 6.50% | 6.50% |
| Regular Salary Escalator | 0.80% | 2.53% | 3.14% | 3.04% | 3.04% |
| Police Contract Escalator | 7.10% | 4.16% | 4.77% | 4.96% | 4.91% |
| Expenditure Percentage (Baseline) | 100.00% | 100.00% | 100.00% | 100.00% | 100.00% |
| Expenditure Percentage (10YFSM) | 100.00% | 100.00% | 99.00% | 99.00% | 99.00% |
| Annual Expenditure Growth | | 5.32% | -0.33% | 3.62% | 3.77% |
| Contribution to / (Refund From) Revenue Stabilization Fund | $0 | $0 | $94,889 | $235,345 | $196,749 |

**10 YEAR FINANCIAL SUSTAINABILITY MODEL**
**OPERATING BUDGET**
**TEN YEAR FORECAST**

| | 2026 Forecast | 2027 Forecast | 2028 Forecast | 2029 Forecast | 2030 Forecast |
|---|---|---|---|---|---|
| **Baseline Model:** | | | | | |
| **Beginning Operating Funds Fund Balance** | **$11,518,134** | **$9,225,769** | **$6,160,692** | **$1,950,440** | **($3,543,513)** |
| **Baseline Revenues:** | | | | | |
| Taxes | | | | | |
| Property | 15,395,345 | 15,641,294 | 15,889,075 | 16,133,445 | 16,371,557 |
| Sales and Use | 12,690,665 | 13,143,209 | 13,597,298 | 14,065,428 | 14,467,457 |
| Business and Occupation | 1,185,926 | 1,220,765 | 1,255,892 | 1,294,201 | 1,329,150 |
| Gambling | 1,400,000 | 1,400,000 | 1,400,000 | 1,400,000 | 1,400,000 |
| Utility | 3,990,407 | 4,070,324 | 4,153,707 | 4,237,270 | 4,321,508 |
| Other | 85,929 | 85,929 | 85,929 | 85,929 | 85,929 |
| Franchise/Utility Contract Payments | 4,922,306 | 5,000,588 | 5,081,915 | 5,161,192 | 5,239,053 |
| Licenses and Permits | 2,726,501 | 2,484,014 | 2,251,659 | 2,094,454 | 2,094,454 |
| Intergovernmental | 2,642,491 | 2,665,266 | 2,688,822 | 2,711,981 | 2,734,887 |
| Charges for Services | 1,566,325 | 1,595,743 | 1,626,317 | 1,656,043 | 1,685,169 |
| Fines and Forfeitures | 404,000 | 404,000 | 404,000 | 404,000 | 404,000 |
| Interest Income | 73,100 | 73,100 | 73,100 | 73,100 | 73,100 |
| Miscellaneous Revenues | 2,048,641 | 2,056,260 | 2,064,179 | 2,071,878 | 2,079,422 |
| **Total Baseline Revenue** | **49,131,636** | **49,840,493** | **50,571,893** | **51,388,921** | **52,285,685** |
| **Baseline Operating Expenditures:** | | | | | |
| Salaries & Benefits | 22,438,021 | 23,277,784 | 24,164,247 | 25,069,203 | 25,997,897 |
| Supplies | 1,057,374 | 1,057,374 | 1,057,374 | 1,057,374 | 1,057,374 |
| Services & Charges | 9,566,128 | 9,927,134 | 10,334,547 | 10,715,605 | 10,922,993 |
| Intergovernmental | 19,917,058 | 20,763,793 | 21,674,136 | 22,633,735 | 23,638,981 |
| Interfund | 573,643 | 577,710 | 581,958 | 586,106 | 590,190 |
| Budgeted Contingency | (25,000) | (25,000) | (25,000) | (25,000) | (25,000) |
| Capital Outlay | - | - | - | - | - |
| **Total Baseline Operating Expenditures** | **53,527,224** | **55,578,796** | **57,787,262** | **60,037,023** | **62,182,434** |
| **Baseline Revenue Over (Under) Expenditures** | **(4,395,588)** | **(5,738,303)** | **(7,215,369)** | **(8,648,102)** | **(9,896,749)** |
| **Baseline Other Financing Sources (Uses):** | | | | | |
| Operating Transfers In | 2,873,247 | 2,947,851 | 3,026,760 | 3,106,645 | 3,188,069 |
| Transfers Out | 2,674,270 | 2,710,675 | 2,811,287 | 2,896,998 | 3,021,497 |
| **Gain / (Use) of Operating Funds Fund Balance** | **(4,196,611)** | **(5,501,127)** | **(6,999,897)** | **(8,438,455)** | **(9,730,176)** |
| **Baseline Ending Operating Funds Fund Balance** | **$7,321,523** | **$3,724,642** | **($839,204)** | **($6,488,015)** | **($13,273,689)** |
| **Required Operating Funds Fund Balance** | **$4,405,137** | **$4,426,063** | **$4,441,790** | **$4,456,532** | **$4,471,726** |
| **Over (Under) Required Operating Funds Fund Balance** | **$2,916,386** | **($701,421)** | **($5,280,994)** | **($10,944,547)** | **($17,745,415)** |
| **10 YFSM:** | | | | | |
| **Beginning Operating Funds Fund Balance** | **$11,518,134** | **$9,225,769** | **$6,160,692** | **$1,950,440** | **($3,543,513)** |
| **Total 10YFSM Revenues & Transfers In** | **52,004,883** | **52,788,343** | **53,598,652** | **54,495,567** | **55,473,755** |
| **Total 10YFSM Operating Expenditures & Transfers Out** | **55,639,479** | **57,706,576** | **59,992,564** | **62,304,682** | **64,551,892** |
| **Gain / (Use) of Operating Funds Fund Balance** | **(3,634,596)** | **(4,918,233)** | **(6,393,911)** | **(7,809,115)** | **(9,078,137)** |
| **10YFSM Ending Operating Funds Fund Balance** | **$7,883,538** | **$4,307,536** | **($233,219)** | **($5,858,675)** | **($12,621,650)** |
| **Required Operating Funds Fund Balance** | **$4,405,137** | **$4,426,063** | **$4,441,790** | **$4,456,532** | **$4,471,726** |
| **Over (Under) Required Operating Funds Fund Balance** | **$3,478,401** | **($118,527)** | **($4,675,009)** | **($10,315,207)** | **($17,093,375)** |
| **Assumptions:** | | | | | |
| Inflation | 2.36% | 2.35% | 2.39% | 2.28% | 2.20% |
| Annual Revenue Growth | 1.57% | 1.44% | 1.47% | 1.62% | 1.75% |
| Annual Regular Levy Assessed Value Change | 7.19% | 6.74% | 6.52% | 6.15% | 6.21% |
| Annual Sales & Use Tax Change | 6.09% | 5.45% | 5.14% | 4.58% | 3.38% |
| General Fees & Licenses Increases | 1.89% | 1.88% | 1.92% | 1.83% | 1.76% |
| Investment Interest Rate | 2.10% | 2.10% | 2.10% | 2.10% | 2.50% |
| Building Permit Charge | -8.08% | -9.57% | -10.14% | -7.64% | 0.00% |
| Revenue Collection (Baseline) | 100.00% | 100.00% | 100.00% | 100.00% | 100.00% |
| Revenue Collection (10YFSM) | 100.00% | 100.00% | 100.00% | 100.00% | 100.00% |
| 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 | 3.16% | 3.15% | 3.19% | 3.08% | 3.00% |
| Police Contract Escalator | 4.61% | 4.76% | 4.89% | 4.91% | 4.91% |
| Expenditure Percentage (Baseline) | 100.00% | 100.00% | 100.00% | 100.00% | 100.00% |
| Expenditure Percentage (10YFSM) | 99.00% | 99.00% | 99.00% | 99.00% | 99.00% |
| Annual Expenditure Growth | 3.84% | 3.83% | 3.97% | 3.89% | 3.57% |
| Contribution to / (Refund From) Revenue Stabilization Fund | $112,587 | $97,680 | $101,416 | $125,679 | $145,304 |




| | 2021 Proposed | 2022 Proposed | 2023 Forecast | 2024 Forecast | 2025 Forecast | 2026 Forecast | 2027 Forecast | 2028 Forecast | 2029 Forecast | 2030 Forecast |
|---|---|---|---|---|---|---|---|---|---|---|
| ANNUAL SURP/(GAP) | | (2,555) | (1,399) | (844) | (785) | (3,412) | (1,305) | (1,499) | (1,439) | (1,292) |
| CUMULATIVE (GAP) | (4,311) | (2,555) | (1,399) | (2,243) | (3,028) | (4,197) | (5,501) | (7,000) | (8,438) | (9,730) |
| VARIANCE BASE | 51,747 | 51,119 | 50,373 | 52,333 | 54,203 | 56,201 | 58,289 | 60,599 | 62,934 | 65,204 |
| BASELINE REVENUES & TRANSFERS IN | 47,436 | 48,564 | 48,974 | 50,090 | 51,175 | 52,005 | 52,788 | 53,599 | 54,496 | 55,474 |
| BASELINE EXPENDITURES & TRANSFERS OUT | 51,747 | 51,119 | 50,373 | 52,333 | 54,203 | 56,201 | 58,289 | 60,599 | 62,934 | 65,204 |




| | 2021 Proposed | 2022 Proposed | 2023 Forecast | 2024 Forecast | 2025 Forecast | 2026 Forecast | 2027 Forecast | 2028 Forecast | 2029 Forecast | 2030 Forecast |
|---|---|---|---|---|---|---|---|---|---|---|
| ANNUAL SURP/(GAP) | | (2,555) | (895) | (825) | (766) | (2,868) | (1,284) | (1,476) | (1,415) | (1,269) |
| CUMULATIVE (GAP) | (4,311) | (2,555) | (895) | (1,720) | (2,486) | (3,635) | (4,918) | (6,394) | (7,809) | (9,078) |
| VARIANCE BASE | 51,747 | 51,119 | 49,869 | 51,810 | 53,661 | 55,639 | 57,707 | 59,993 | 62,305 | 64,552 |
| 10YFSM REVENUES & TRANSFERS IN | 47,436 | 48,564 | 48,974 | 50,090 | 51,175 | 52,005 | 52,788 | 53,599 | 54,496 | 55,474 |
| 10YFSM EXPENDITURES & TRANSFERS OUT | 51,747 | 51,119 | 49,869 | 51,810 | 53,661 | 55,639 | 57,707 | 59,993 | 62,305 | 64,552 |

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# 2021-2022 PROPOSED BIENNIAL BUDGET HIGHLIGHTS

## Budget Highlights

The City's 2021-2022 Proposed Biennial Budget is balanced in all funds and totals 232.358 million. The 2021-2022 Proposed Biennial Budget is $22.613 million, or 10.8%, more than the 2019-2020 biennial budget (2019 Actual plus 2020 Current Budget as amendments, excluding re-appropriations from 2019-to-2020, which have been adopted by the City Council through September 2020). The more can be linked to the following changes:

- $9.452 million increase in the City's Enterprise Funds;
- $6.144 million increase in the City's Capital Funds; and,
- $1.243 million increase in the Operating Funds.

The increase in the enterprise funds is the result of a full biennium of wastewater operations in 2021-2022 as well as the implementation of the Proactive Management Strategy for surface water operations and capital. The increase in the Operating Funds is largely due to addition of Shoreline Secure Storage and normal operational increases, offset by the closure of the Shoreline Pool and reduction of jail costs.

The table below summarizes the 2021-2022 Proposed Biennial Budget by fund and provides a comparison to the 2019-2020 biennial budget by fund.

| | 2021-2022 Biennial Budget | | | | 2019-2020 | Expenditure |
|---|---|---|---|---|---|---|
| Fund Type | Beginning Fund Balance | Revenue & Transfers In | Expenditures & Transfers Out | Ending Fund Balance | Biennial Budget Estimate | Percentage Change |
| **Operating Funds:** | | | | | | |
| General Fund | $18,503,585 | $89,599,820 | $96,464,883 | $11,638,522 | $96,629,107 | -0.17% |
| Shoreline Secure Storage Fund | 0 | 2,259,500 | 2,259,500 | 0 | 1,035,600 | 118.18% |
| Revenue Stabilization Fund | 5,464,529 | 0 | 0 | 5,464,529 | 0 | 0.00% |
| Street Fund | 259,904 | 4,140,897 | 4,140,897 | 259,904 | 4,009,634 | 3.27% |
| Code Abatement Fund | 424,087 | 60,000 | 200,000 | 284,087 | 30,000 | 566.67% |
| Public Arts Fund | 156,103 | 10,000 | 124,605 | 41,498 | 254,860 | -51.11% |
| State Drug Enforcement Forfeiture Fund | 79,024 | 36,486 | 36,486 | 79,024 | 37,213 | -1.95% |
| Federal Drug Enforcement Forfeiture Fund | 22,810 | 26,000 | 26,000 | 22,810 | 13,000 | 100.00% |
| **Sub-Total Operating Funds** | **$24,910,043** | **$96,132,703** | **$103,252,371** | **$17,790,375** | **$102,009,414** | **1.22%** |
| **Debt Service Funds:** | | | | | | |
| 2006/2016 Unlimited Tax General Obligation | $3,199 | $1,135,144 | $1,135,144 | $3,199 | $3,387,106 | -66.49% |
| 2009/2019 Limited Tax General Obligation Bo | 183,411 | 2,202,688 | 2,202,688 | 183,411 | 20,647,765 | -89.33% |
| 2013 Limited Tax General Obligation Bond Fu | 130 | 516,520 | 516,520 | 130 | 519,431 | -0.56% |
| 2020 Limited Tax General Obligation Bond Fu | 0 | 25,960,000 | 25,960,000 | 0 | 382,666 | 6683.98% |
| Sidewalk Limited Tax General Obligation Bon | 4,106,944 | 4,394,202 | 1,799,100 | 6,702,046 | 0 | 0.00% |
| **Sub-Total Debt Service Funds** | **$4,293,684** | **$34,208,554** | **$31,613,452** | **$6,888,786** | **$24,936,967** | **26.77%** |
| **Capital Funds:** | | | | | | |
| General Capital Fund | $1,136,495 | $8,674,479 | $9,044,118 | $766,856 | $32,632,351 | -72.28% |
| City Facility-Major Maintenance Fund | 75,733 | 750,392 | 709,226 | 116,899 | 157,110 | 351.42% |
| Roads Capital Fund | 4,886,480 | 47,877,684 | 49,710,564 | 3,053,600 | 26,676,320 | 86.35% |
| Sidewalk Expansion Fund | 11,431,853 | 5,401,803 | 5,401,803 | 11,431,853 | 756,698 | 613.87% |
| Transportation Impact Fees Fund | 4,414,615 | 0 | 867,701 | 3,546,914 | 66,800 | 1198.96% |
| Park Impact Fees Fund | 777,838 | 750,000 | 750,000 | 777,838 | 50,000 | 1400.00% |
| **Sub-Total Capital Funds** | **$22,723,014** | **$63,454,358** | **$66,483,412** | **$19,693,960** | **$60,339,278** | **10.18%** |
| **Enterprise Funds:** | | | | | | |
| Surface Water Utility Fund | $3,432,872 | $32,904,384 | $24,336,730 | $12,000,526 | $15,644,162 | 55.56% |
| Wastewater Utility Fund | (510,538) | 5,673,260 | 5,673,260 | (510,538) | 4,914,270 | 15.44% |
| **Sub-Total Enterprise Funds** | **$2,922,334** | **$38,577,644** | **$30,009,990** | **$11,489,988** | **$20,558,432** | **45.97%** |
| **Internal Service Funds:** | | | | | | |
| Equipment Replacement Fund | $4,929,176 | $1,162,479 | $484,456 | $5,607,199 | $597,454 | -18.91% |
| Unemployment Fund | (0) | 35,000 | 35,000 | (0) | 286,926 | -87.80% |
| Vehicle Operations and Maintenance Fund | 87,419 | 438,891 | 478,891 | 47,419 | 1,016,171 | -52.87% |
| **Sub-Total Internal Service Funds** | **$5,016,595** | **$1,636,370** | **$998,347** | **$5,654,618** | **$1,900,551** | **-47.47%** |
| **Total City Budget** | **$59,865,669** | **$234,009,629** | **$232,357,572** | **$61,517,726** | **$209,744,642** | **10.78%** |

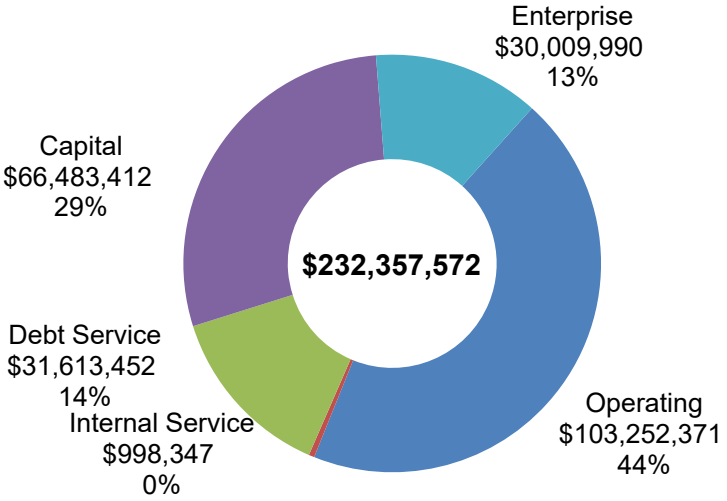
## 2021-2022 PROPOSED BIENNIAL BUDGET DEPARTMENT/FUND OVERVIEW

The following table provides an illustration of the relationship between the City's departments and funds. Most departments manage programs in the General Fund. The City Manager's Office, Administrative Services, Human Resources, Police, and Public Works departments 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 & Cultural Services | Planning & Community Development | Public Works | Recreation, Cultural & Community Services | Utilities | Transfers Out | Total |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Operating Funds** | | | | | | | | | | | | | | |
| General Fund) | $493,796 | $9,728,711 | $1,772,457 | $19,021,350 | $1,122,022 | $27,992,838 | $4,914,192 | | $6,692,518 | $7,010,449 | $11,566,511 | | $8,409,539 | $98,724,383 |
| Street Fund | | | | | | | | | | $3,448,921 | | | $691,976 | $4,140,897 |
| Code Abatement Fund | | $200,000 | | | | | | | | | | | | $200,000 |
| State Drug Forfeiture Fund | | | | | | $36,486 | | | | | | | | $36,486 |
| Public Arts Fund | | | | | | | | | | | $124,605 | | | $124,605 |
| Federal Drug Forfeiture Fund | | | | | | $26,000 | | | | | | | | $26,000 |
| Property Tax Equalization Fund | | | | | | | | | | | | | | $0 |
| Federal Criminal Forfeiture Fund | | | | | | | | | | | | | | $0 |
| Revenue Stabilization Fund | | | | | | | | | | | | | | $0 |
| **Sub-Total Operating Funds** | **$493,796** | **$9,928,711** | **$1,772,457** | **$19,021,350** | **$1,122,022** | **$28,055,324** | **$4,914,192** | **$0** | **$6,692,518** | **$10,459,370** | **$11,691,116** | **$0** | **$9,101,515** | **$103,252,371** |
| **Debt Service** | | | | | | | | | | | | | | |
| 2006 General Obligation Bond Fund | | | | $1,135,144 | | | | | | | | | | $1,135,144 |
| 2009 General Obligation Bond Fund | | | | $2,202,688 | | | | | | | | | | $2,202,688 |
| 2013 General Obligation Bond Fund | | | | $516,520 | | | | | | | | | | $516,520 |
| 2019 General Obligation Bond Fund | | | | $1,799,100 | | | | | | | | | | $1,799,100 |
| 2020 General Obligation Bond Fund | | | | $25,960,000 | | | | | | | | | | $25,960,000 |
| **Sub-Total Debt Service Funds** | **$0** | **$0** | **$0** | **$31,613,452** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$31,613,452** |
| **Capital Budget** | | | | | | | | | | | | | | |
| General Capital Fund | | | | $550,000 | | | | | | $7,116,550 | | | $1,377,568 | $9,044,118 |
| Facility Major Maint. Fund | | | | $709,226 | | | | | | | | | | $709,226 |
| Roads Capital Fund | | | | | | | | | | $54,896,373 | | | $215,994 | $55,112,367 |
| Transportation Impact Fees Fund | | | | | | | | | | | | | $867,701 | $867,701 |
| Park Impact Fees Fund | | | | | | | | | | | | | $750,000 | $750,000 |
| **Sub-Total Capital Funds** | **$0** | **$0** | **$0** | **$1,259,226** | **$0** | **$0** | **$0** | **$0** | **$0** | **$62,012,923** | **$0** | **$0** | **$3,211,263** | **$66,483,412** |
| **Enterprise Funds** | | | | | | | | | | | | | | |
| Surface Water Utility Fund | | | | | | | | | | | | $21,762,196 | $2,574,534 | $24,336,730 |
| Wastewater Utility Fund | | | | | | | | | | | | $4,641,116 | $1,032,144 | $5,673,260 |
| **Sub-Total Enterprise Funds** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$26,403,312** | **$3,606,678** | **$30,009,990** |
| **Internal Service Funds** | | | | | | | | | | | | | | |
| Equipment Replace. Fund | | | | $478,891 | | | | | | | | | | $478,891 |
| Vehicle Maint. & Ops. Fund | | | | $484,456 | | | | | | | | | | $484,456 |
| Unemployment Fund | | | | | $35,000 | | | | | | | | | $35,000 |
| **Sub-Total Internal Service Funds** | **$0** | **$0** | **$0** | **$963,347** | **$35,000** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$998,347** |
| **Total City Budget** | **$493,796** | **$9,928,711** | **$1,772,457** | **$52,857,375** | **$1,157,022** | **$28,055,324** | **$4,914,192** | **$0** | **$6,692,518** | **$72,472,293** | **$11,691,116** | **$26,403,312** | **$15,919,456** | **$232,357,572** |

The budget can be divided into five types of funds as shown in the chart to the right: Operating, Internal Service, Debt Service, Capital and Enterprise. The Operating Funds 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, grounds maintenance, 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 voter approved park bonds; the councilmanic bonds issued to pay for a portion of City Hall, acquisition of property for a maintenance facility, and construction of new sidewalks; and, the bond anticipation notes issued to acquire properties for the Parks, Recreation and Open Space Plan. The Enterprise Funds consist of the operation and capital improvements of the surface water utility and operation of the Ronald Wastewater District (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.

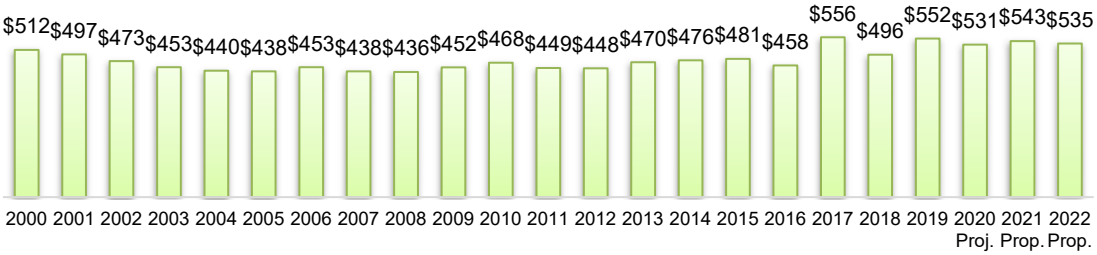
**2021-2022 Proposed Biennial Budget**




Within the Operating Funds it is important to focus on the operating budget, which is comprised of the General Fund, Shoreline Secure Storage Fund, and the Street Fund. The 2021-2022 Proposed Operating Budget totals $102,865,280 million; and is $0.033 million, or 1.2%, more than the 2019-2020 biennial budget. It includes one-time transfers, some of which were previously programmed in support of specific capital projects but delayed per the 2021-2026 CIP.

The table above reflects a $0.164 million, or 0.2%, decrease in the General Fund budget for 2021-2022.

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




The chart above shows the cost of providing City services on a per capita basis, adjusted for inflation, since 2000. The projected cost per capita in 2021 and 2022 is $543 and $535, which is approximately $31 (6.0%) and $22 (4.4%) higher than in 2000, respectively.

The 2021-2022 General Fund ending fund balance (reserves) is projected to be $11.639 million, with $1.126 million budgeted as an operational contingency and insurance reserve. This complies with the City's adopted reserve policy, which requires, for 2021 and 2022, that the General Fund maintain a

reserve level of $3.000 million and $4.126 million, respectively, 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 2021-2022 fund balance of $5.465 million. This is above the City's reserve policy requiring that this fund be maintained at 30% of the budgeted economically sensitive revenues.

The 2021-2022 budgets for the Enterprise Funds are projected to increase by $9.452 million, or 46.0%.

The City's 2021-2022 capital budget, exclusive of projects budgeted within the Enterprise Funds and transfers out from the Transportation Impact Fees Fund and Park Impact Fees Fund, will decrease by $0.002 million, or 0.0%, from 2017-18. The capital budget reflects the 2021-2022 Capital Improvement Program projects proposed in the 2021-2026 Capital Improvement Plan included in this book.

### 2021-2022 Proposed Biennial Budget Highlights include the following:

- **Regular Property Tax Levy:**
  - *2021 Property Tax Levy*: At the time the proposed budget was compiled, the King County Assessor's Office had not yet released preliminary assessed valuation (AV) for the City, but staff estimated an increase of 3.8% based on available information. This increase will allow the City to take advantage of the provision in Proposition 1 to increase the property tax levy by the June-to-June percentage change in the CPI-U index, which equals 0.87%. With the inclusion of new construction AV estimated at $63.8 million, the resulting estimated 2021 property tax levy would be $14.106 million while the projected levy rate would decline from the current levy rate of $1.19583 to an estimated $1.16166 per $1,000 AV. The preliminary estimate for City property taxes assumes a 100% collection rate and is $190,000, or 1.4%, more than the projected 2020 tax collections.
  - *2022 Property Tax Levy*: The proposed budget anticipated the City will be able to take advantage of the provision in Proposition 1 to increase the property tax levy by the June-to-June percentage change in the CPI-U index, which is forecast at 1.73%. With the inclusion of new construction AV forecast at $68.6 million, the resulting estimated 2022 property tax levy would be $14.430 million, which is $324,000, or 2.3%, more than the proposed budget's 2021 tax collections.

- **Fees:** Generally fees included in the fee schedule are increased from the current year's level by the June-to-June percentage change of the Seattle / Tacoma / Bellevue Consumer Price Index-All Urban Consumer (CPI-U; link to historical table: https://data.bls.gov/timeseries/CUURS49DSA0). Unless otherwise discussed below, many fees presented in the 2021 Proposed schedule are increased by 0.87% and fees presented in the 2022 proposed schedule are increased by the forecast change of 1.73%. 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 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 as described above.

  - *Impact Fees*: Transportation and Park Impact Fees are adjusted by the same percentage changes in the most recent annual change of the CCI published in the Engineering News-Record (ENR) for the Seattle area. Application of the ENR CCI results in a year-over-year increases for 2021 and 2022 of 0.9% and 3.2%, respectively.

- *Surface Water Management Rates*: The City Council provided direction to staff to pursue the Proactive Management Strategy for the 2018 Surface Water Master Plan update. The 2021 and 2022 Surface Water Management fees reflect the financial impacts of the Proactive Management Strategy as was presented to the City Council in development of the 2018 Surface Water Master Plan.

**Surface Water Management Rate**
**Single-Family Residence**

| | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 | 2025 | 2026 |
|---|---|---|---|---|---|---|---|---|---|
| SWM Fee Rate | $214.39 | $246.55 | $271.21 | $298.33 | $313.24 | $328.91 | $345.36 | $362.63 | $380.76 |
| $ Change | 0 | $32.16 | $24.66 | $27.12 | $14.91 | $15.67 | $16.45 | $17.27 | $18.13 |
| % Change | 0 | 15% | 10% | 10% | 5% | 5% | 5% | 5% | 5% |

Source: City of Shoreline

- *Damage Restitution Administrative Fee*: An administrative fee to cover a portion of the cost of collecting information and processing damage restitution invoices. This fee shall be added to the amount of calculated restitution necessary to repair, replace or restore damage to City property when invoiced. The administrative fee may be reduced or waived as provided.

♦ **Personnel Costs:** The 2021-2022 Proposed Biennial Budget reflects changes in personnel costs as summarized in the table below.

| | 2020 Current Budget | 2019/2020 Personnel Changes | 2021 Budget Changes | | | | | | | 2021 Budget | 2021 v. 2020 $ Change | 2021 v. 2020 % 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 | $18,178,483 | ($197,076) | ($240,224) | $109,968 | $141,407 | $0 | $0 | $0 | 193,456 | $18,186,014 | $7,531 | 0.0% |
| Benefits | 6,796,364 | (113,711) | (16,749) | 22,837 | 28,897 | 17,922 | 109,429 | 0 | 66,078 | 6,911,067 | 114,703 | 1.7% |
| **Total** | **$24,974,847** | **($310,787)** | **($256,973)** | **$132,805** | **$170,304** | **$17,922** | **$109,429** | **$0** | **$259,534** | **$25,097,081** | **$122,234** | **0.5%** |

| | 2021 Proposed Budget | 2021/2022 Personnel Changes | 2022 Budget Changes | | | | | | | 2022 Budget | 2022 v. 2021 $ Change | 2022 v. 2021 % 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 | $17,877,933 | ($617,796) | ($49,339) | $107,506 | $286,707 | $0 | $0 | $0 | $202,804 | $17,807,815 | ($70,118) | (0.4%) |
| Benefits | 7,108,271 | (260,630) | (30,089) | 22,325 | 58,910 | 0 | 242,888 | 0 | 69,891 | 7,211,566 | 103,295 | 1.5% |
| **Total** | **$24,986,204** | **($878,426)** | **($79,428)** | **$129,831** | **$345,617** | **$0** | **$242,888** | **$0** | **$272,695** | **$25,019,381** | **$33,177** | **0.1%** |

The major changes in personnel costs for 2021 include a combination of the following:

- Salaries: 0.0% increase inclusive of personnel changes made since the time the 2020 budget was developed in 2019 and through amendments throughout 2020; eligible employees receiving a step increase; a recommended COLA; addition/elimination of positions; and, changes related to existing positions.
  - Regular salaries: Reflects a 0.4% decrease.
  - Extra-Help salaries: Reflects a 24.2% decrease.
- Benefits: 1.7% increase inclusive of personnel changes made since the time the 2020 budget was developed in 2019 and through amendments throughout 2020; application of the COLA and step increase that affects social security, Medicare and retirement contributions; retirement contribution costs as a result of the state controlled employer rate for PERS contributions; addition/elimination of positions; and, changes to existing positions.

The major changes in personnel costs for 2022 include a combination of the following:

- Salaries: 0.4% decrease inclusive of personnel changes between the 2021 and 2022 budgets; eligible employees receiving a step increase; a recommended COLA; addition/elimination of positions; and, changes related to existing positions.

- Regular salaries: Reflects a 2.7% increase.
- Extra-Help salaries: Reflects a 6.3% decrease.

- Benefits: 1.5% increase inclusive of personnel changes between the 2021 and 2022 budgets; application of the COLA and step increase that affects social security, Medicare and retirement contributions; retirement contribution costs as a result of the state controlled employer rate for PERS contributions; addition/elimination of positions; and, changes to existing positions.

- **Police Contract:** The 2021-2022 biennial budget reflects the results of negotiations for the King County Sheriff's Office (KCSO) guild contract. Staff projects that the 2021 police services contract will total $13.626 million, which is 2.9% more than the 2020 police services contract and the 2022 police services contract will total $14.047 million, which is 3.1% more than the 2021 police services contract. The first detailed estimate will be provided by KCSO in late September or early October. For future years (2023 onward), staff has assumed an annual escalator of 3.5%.

- **Jail:** The projection for the 2021-2022 Proposed Biennial 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. Beginning in 2016, inmates serving a sentence longer than three days are being housed at the Yakima County Jail. The current contract with SCORE is being continued as the City's primary booking facility. In 2020, projected jail housing days and costs are impacted by a COVID-19 outbreak at the Yakima County Jail that resulted in suspension of our use of the jail. At the same time, SCORE has also decided to bill the City for the actual number of beds used rather than the minimum number of guaranteed beds. Additionally, a change in sentencing philosophy appears to be resulting in fewer jail days overall. All of these factors have resulted in significant savings in our Jail budget in 2019 and 2020. In response to this actual experience and the face of reduced revenues, the 2021-2022 budget has been reduced to better align the budget with the actual and projected experience. Staff will continue to monitor this potentially volatile expense and the associated cost drivers closely.

- **Budgeted Contingency Expenditures:** The 2021-2022 Operating Budget includes the required Operating Contingency and Insurance Reserve. Per the City's financial policies, these contingencies total $1.126 million and are funded by allocating a portion of the existing fund balance in the General Fund.

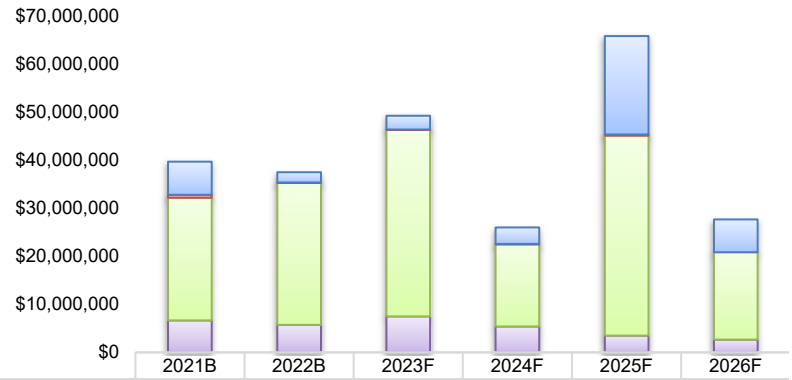
- **City Hall Debt Service Costs**: The 2021-2022 Proposed Biennial Budget includes $2.203 million in debt service costs for City Hall from two sources; the General Fund, based on monies previously budgeted for lease payments for City Hall and Annex ($0.856), and Real Estate Excise Tax (REET) collected in the General Capital Fund ($1.347). 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 2021-2022 Proposed Biennial 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 2021-2022 capital budget reflects the 2021-2022 Capital Improvement Program projects proposed in the 2021-2026 Capital Improvement Plan (CIP). The 2021-2026 CIP, including surface water projects totals $246.205 million, while the 2021-2022 Capital Improvement Program budget, including surface water projects, totals $77.278 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.

This chart provides a breakdown of the allocation of capital spending throughout the 2021-2026 CIP. 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.

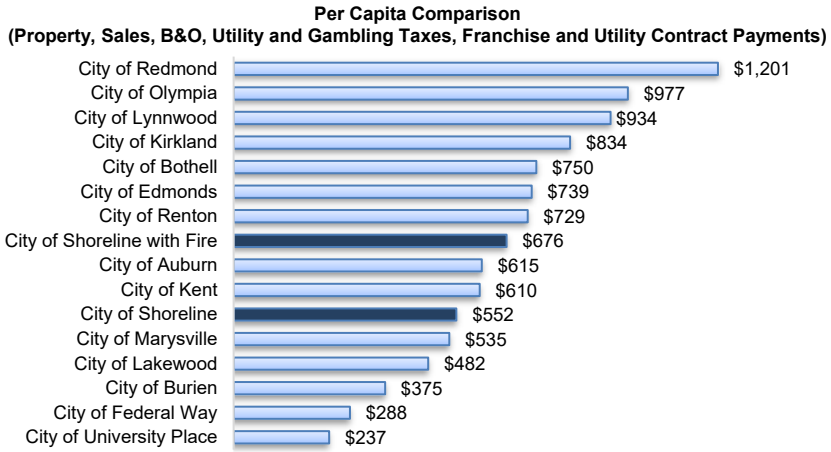



| | 2021B | 2022B | 2023F | 2024F | 2025F | 2026F |
|---|---|---|---|---|---|---|
| Facilities & Parks | $6,896,765 | $2,147,353 | $2,848,782 | $3,424,270 | $20,511,070 | $6,845,970 |
| Facilities Major Maintenance | $608,400 | $100,826 | $110,000 | $100,000 | $226,618 | $0 |
| Transportation | $25,562,036 | $29,550,331 | $38,814,155 | $17,089,728 | $41,652,090 | $18,181,298 |
| Surface Water Utility | $6,675,916 | $5,735,878 | $7,510,514 | $5,416,883 | $3,509,068 | $2,686,951 |
| Total | $39,743,117 | $37,534,388 | $49,283,451 | $26,030,881 | $65,898,846 | $27,714,219 |

More detailed information regarding changes within the 2021-2022 Proposed Biennial 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. The chart to the right shows a comparison of tax per capita with comparable cities using 2018 data (the most recent year for audited financial data. Shoreline also has relatively low sales tax revenue per capita 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.



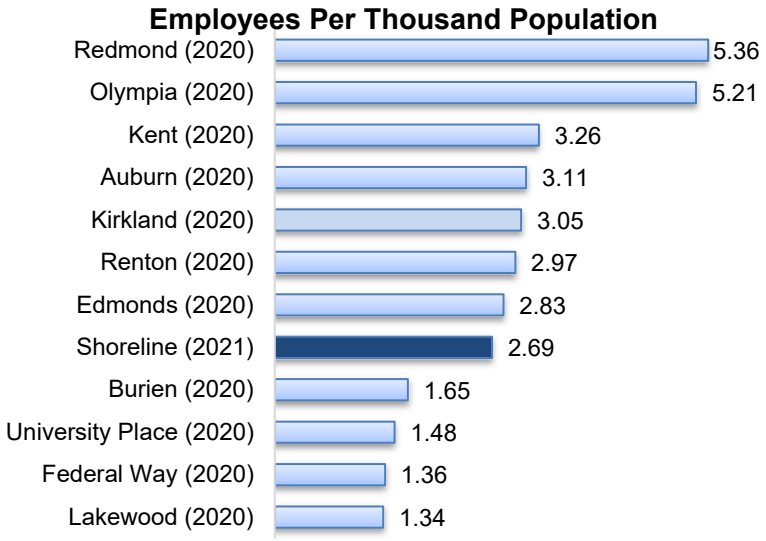

**Staffing:**

The 2021-2022 Proposed Biennial Budget decreases the net number of full-time equivalent (FTE) positions in the City's personnel complement from the 2020 total by 4.200 FTE. This number reflects the following:

- Closure of the Shoreline Pool eliminating 5.075 FTEs;
- Addition of a proposed 0.50 FTE Housing and Human Services Coordinator;
- Addition of 1.00 FTE Engineer 3 and 1.00 FTE Transportation Specialist to support delivery of transportation related capital projects within the Roads Capital fund;
- Changes to FTEs according to staffing needs during phases of various projects, including elimination of limited-term positions as terms come to an end; and,
- In addition to the reduction in budgeted FTEs the City is currently leaving three positions vacant: Grants Coordinator, Clerk Office Administrative Assistant II and Recreation Administrative

Assistant III. Staff will monitor the on-going impacts of the COVID pandemic on City operations and the need for filling vacant positions.

The chart to the right depicts a comparison of staffing to population ratios. These ratios have been adjusted to exclude fire, police, special programs and utility personnel from comparable cities.



# CITY BUDGET SUMMARY

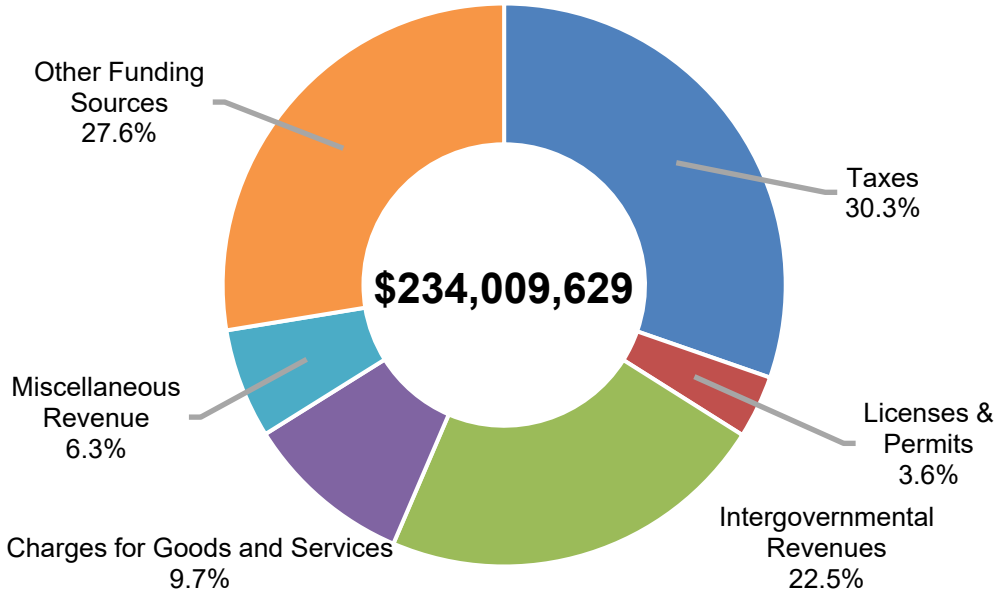
Listed below are the resources and expenditures for all City funds. The resources section lists all revenue and uses by category. Beginning Fund Balance represents the reserves that are available to the City at the beginning of any given year. Operating Uses represent expenses necessary to run the City 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.

| | 2017 - 2018 as a Biennium Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Year-End Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| **Beginning Fund Balance** | **$38,264,567** | **$41,229,889** | **$26,650,668** | **$59,865,669** | **$18,635,780** | 45% |
| **Revenues:** | | | | | | |
| Taxes | $68,175,338 | $69,795,174 | $74,808,182 | $70,990,722 | $1,195,548 | 2% |
| Licenses & Permits | 9,715,525 | 9,382,220 | 9,303,009 | 8,439,798 | (942,422) | -10% |
| Intergovernmental Revenues | 18,986,435 | 39,134,826 | 39,163,525 | 52,647,712 | 13,512,886 | 35% |
| Charges for Goods and Services | 20,031,738 | 22,280,207 | 24,813,796 | 22,632,680 | 352,473 | 2% |
| Fines and Forfeits | 902,402 | 808,000 | 630,479 | 866,900 | 58,900 | 7% |
| Miscellaneous Revenues | 3,728,315 | 16,246,676 | 4,275,865 | 13,592,703 | (2,653,973) | -16% |
| Investment Earnings | 1,017,823 | 346,809 | 1,246,454 | 310,855 | (35,954) | -10% |
| **Total Fund Sources** | **$122,557,575** | **$157,993,912** | **$154,241,309** | **169,481,370** | **11,487,458** | **7%** |
| **Other Financing Sources:** | | | | | | |
| Proceeds from Capital Assets | 71,301 | 2,463,750 | 2,478,895 | 77,000 | (2,386,750) | -97% |
| Capital Contributions | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Overhead | 2,108,279 | 2,885,153 | 2,705,153 | 3,548,118 | 662,965 | 23% |
| Transfers In General Fund Capital Support | 4,203,599 | 5,373,413 | 4,502,295 | 3,943,880 | (1,429,533) | -27% |
| Transfers In General Fund Support | 395,277 | 1,921,822 | 1,956,231 | 1,688,824 | (232,998) | -12% |
| Other Transfers In | 6,377,846 | 5,852,784 | 7,893,018 | 6,738,634 | 885,850 | 15% |
| Other Financing Sources | 1,667,543 | 29,348,464 | 54,603,521 | 48,531,803 | 19,183,339 | 65% |
| **Total Other Financing Sources** | **$14,823,845** | **$47,845,386** | **$74,139,113** | **64,528,259** | **16,682,873** | **35%** |
| **Total Funding Sources** | **$137,381,420** | **$205,839,298** | **$228,380,422** | **$234,009,629** | **$28,170,331** | **14%** |
| **Uses:** | | | | | | |
| *Operating Budget* | | | | | | |
| Salaries & Benefits | $32,898,036 | $37,782,962 | $37,396,021 | $38,440,543 | $657,581 | 2% |
| Supplies | 1,979,221 | 2,291,638 | 2,025,723 | 2,085,874 | (205,764) | (9%) |
| Other Services & Charges | 14,208,426 | 20,457,341 | 17,935,217 | 16,874,440 | (3,582,901) | (18%) |
| Intergovernmental Services | 28,818,747 | 31,836,682 | 30,519,993 | 33,611,840 | 1,775,158 | 6% |
| Interfund Payments/Charges | 1,168,887 | 1,448,883 | 1,355,590 | 1,119,426 | (329,457) | (23%) |
| Budgeted Contingency | - | 4,587,342 | 784,654 | 1,623,208 | (2,964,134) | (65%) |
| Capital Outlays | 215,869 | 113,874 | 81,488 | 8,434 | (105,440) | (93%) |
| Debt Services - Principal | - | - | - | - | - | 0% |
| Debt Services - Interest | 12,244 | - | - | - | - | 0% |
| Transfers Out | 7,637,210 | 11,449,070 | 11,575,654 | 9,101,515 | (2,347,555) | (21%) |
| **Sub-Total Operating Uses** | **$86,938,640** | **$109,967,792** | **$101,674,341** | **$102,865,280** | **($7,102,512)** | **(6%)** |
| *All Other Funds* | | | | | | |
| Other Operating Funds | 2,401,958 | 544,935 | 224,174 | 387,091 | (157,844) | (29%) |
| Debt Service | 7,239,338 | 7,612,446 | 24,936,967 | 31,613,452 | 24,001,006 | 315% |
| Facilities, Parks and Roads Capital (CIP) | 22,045,863 | 74,048,614 | 60,339,278 | 66,483,412 | (7,565,202) | (10%) |
| Surface Water Utility | 10,880,035 | 19,936,886 | 15,644,162 | 24,336,730 | 4,399,844 | 22% |
| Wastewater Utility | 3,013,293 | 5,822,128 | 4,914,270 | 5,673,260 | (148,868) | (3%) |
| Internal Service Funds | 1,896,972 | 2,485,718 | 2,011,450 | 998,347 | (1,487,371) | (60%) |
| **Sub-Total All Other Funds** | **$47,477,458** | **$110,450,727** | **$108,070,301** | **$129,492,292** | **$19,041,565** | **17%** |
| **Total Uses** | **$134,416,099** | **$220,418,519** | **$209,744,642** | **$232,357,572** | **$11,939,053** | **5%** |
| **Ending Fund Balance** | **$41,229,889** | **$26,650,668** | **$59,865,669** | **$61,517,726** | **$34,867,058** | **131%** |
| *Budgeted Provision/(Use) of Fund Balance* | | ($21,244,216) | | ($11,012,250) | | |
| *Budgeted Surplus* | | $6,664,995 | | $12,664,307 | | |

# THE CITY BUDGET

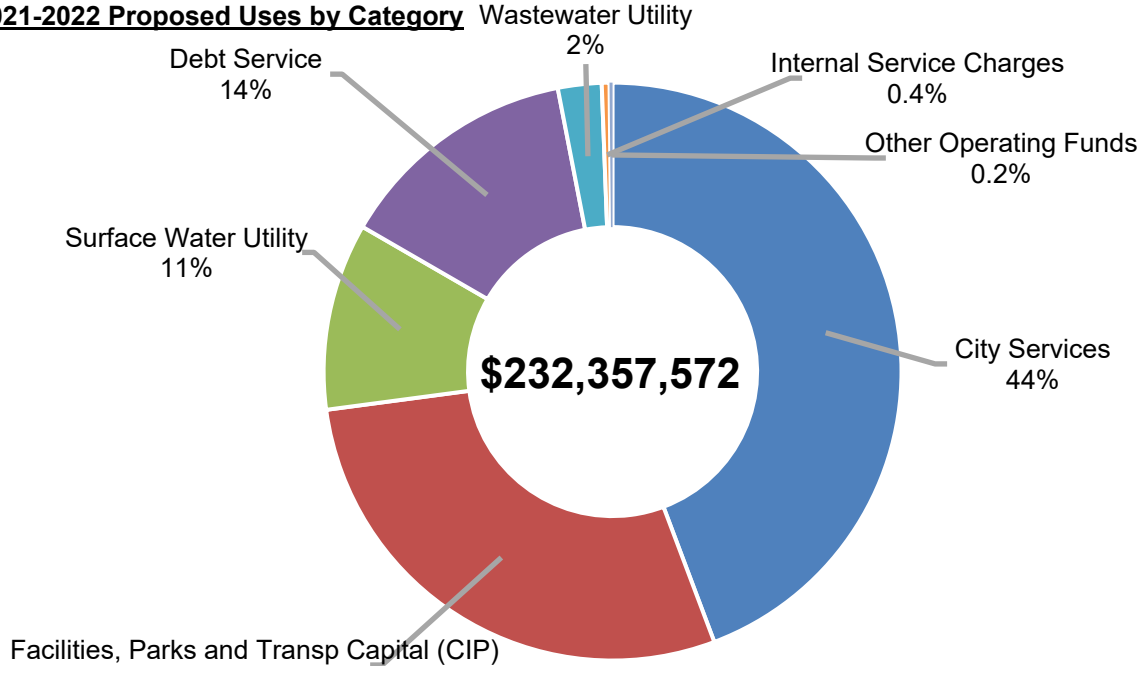
## Where the money will come from …

**2021-2022 Proposed Sources by Category**




## How will the money be spent …

**2021-2022 Proposed Uses by Category**

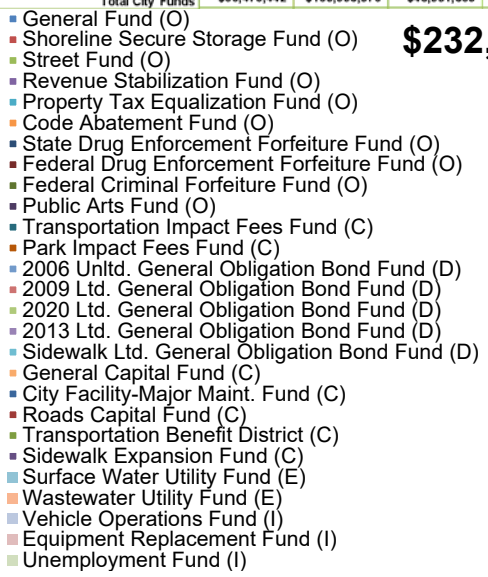


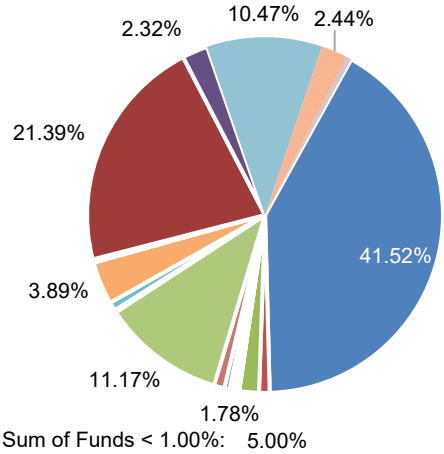
## *City of Shoreline*
## *2021-2022 All Funds Resources/Appropriations Summary*

| Fund | Beginning Fund Balance (A) | Revenue (B) | Other Financing Sources (C) | Transfers In (D) | Total Resources (A+B+C+D=E) | Expenditures (F) | Transfers Out (G) | Total Expenditures (F+G=H) | Ending Fund Balance (E-F-G=I) | Total Appropriation (F+G=J) |
|---|---|---|---|---|---|---|---|---|---|---|
| General Fund (O) | $18,503,585 | $86,021,702 | $30,000 | $3,548,118 | $108,103,405 | $89,015,344 | $7,449,539 | $96,464,883 | $11,638,522 | $96,464,883 |
| Shoreline Secure Storage Fund (O) | 0 | 2,259,500 | 0 | 0 | 2,259,500 | 1,299,500 | 960,000 | 2,259,500 | 0 | 2,259,500 |
| Street Fund (O) | $259,904 | $2,419,654 | $40,000 | $1,681,243 | $4,400,801 | $3,448,921 | $691,976 | $4,140,897 | $259,904 | $4,140,897 |
| Revenue Stabilization Fund (O) | 5,464,529 | 0 | 0 | 0 | 5,464,529 | 0 | 0 | 0 | 5,464,529 | 0 |
| Code Abatement Fund (O) | $424,087 | $60,000 | $0 | $0 | $484,087 | $200,000 | $0 | $200,000 | $284,087 | $200,000 |
| State Drug Enforcement Forfeiture Fund (O) | 79,024 | 36,486 | 0 | 0 | 115,510 | 36,486 | 0 | 36,486 | 79,024 | 36,486 |
| Federal Drug Enforcement Forfeiture Fund (O) | $22,810 | $26,000 | $0 | $0 | $48,810 | $26,000 | $0 | $26,000 | $22,810 | $26,000 |
| Public Arts Fund (O) | 156,103 | 10,000 | 0 | 0 | 166,103 | 124,605 | 0 | 124,605 | 41,498 | 124,605 |
| Transportation Impact Fees Fund (C) | $4,414,615 | $0 | $0 | $0 | $4,414,615 | $0 | $867,701 | $867,701 | $3,546,914 | $867,701 |
| Park Impact Fees Fund (C) | 777,838 | 750,000 | 0 | 0 | 1,527,838 | 0 | 750,000 | 750,000 | 777,838 | 750,000 |
| 2006 Unltd. General Obligation Bond Fund (D) | $3,199 | $1,135,144 | $0 | $0 | $1,138,343 | $1,135,144 | $0 | $1,135,144 | $3,199 | $1,135,144 |
| 2009 Ltd. General Obligation Bond Fund (D) | 365,512 | 0 | 0 | 2,202,688 | 2,568,200 | 2,202,688 | 0 | 2,202,688 | 365,512 | 2,202,688 |
| 2020 Ltd. General Obligation Bond Fund (D) | $0 | $0 | $25,000,000 | $960,000 | $25,960,000 | $25,960,000 | $0 | $25,960,000 | $0 | $25,960,000 |
| 2013 Ltd. General Obligation Bond Fund (D) | 130 | 0 | 0 | 516,520 | 516,650 | 516,520 | 0 | 516,520 | 130 | 516,520 |
| Sidewalk Ltd. General Obligation Bond Fund (D) | $4,106,944 | $4,394,202 | $0 | $0 | $8,501,146 | $1,799,100 | $0 | $1,799,100 | $6,702,046 | $1,799,100 |
| General Capital Fund (C) | 1,136,495 | 3,537,438 | 0 | 5,137,041 | 9,810,974 | 7,666,550 | 1,377,568 | 9,044,118 | 766,856 | 9,044,118 |
| City Facility-Major Maint. Fund (C) | $75,733 | $491,053 | $0 | $259,339 | $826,125 | $709,226 | $0 | $709,226 | $116,899 | $709,226 |
| Roads Capital Fund (C) | 4,886,480 | 41,655,417 | 4,700,000 | 1,522,267 | 52,764,164 | 49,494,570 | 215,994 | 49,710,564 | 3,053,600 | 49,710,564 |
| Sidewalk Expansion Fund (C) | $11,431,853 | $2,390,000 | $3,011,803 | $0 | $16,833,656 | $5,401,803 | $0 | $5,401,803 | $11,431,853 | $5,401,803 |
| Surface Water Utility Fund (E) | 3,432,872 | 17,154,384 | 15,750,000 | 0 | 36,337,256 | 21,762,196 | 2,574,534 | 24,336,730 | 12,000,526 | 24,336,730 |
| Wastewater Utility Fund (E) | ($510,538) | $5,673,260 | $0 | $0 | $5,162,722 | $4,641,116 | $1,032,144 | $5,673,260 | ($510,538) | $5,673,260 |
| Vehicle Operations Fund (I) | 87,419 | 438,891 | 0 | 0 | 526,310 | 478,891 | 0 | 478,891 | 47,419 | 478,891 |
| Equipment Replacement Fund (I) | $5,351,848 | $1,105,239 | $0 | $57,240 | $6,514,327 | $484,456 | $0 | $484,456 | $6,029,871 | $484,456 |
| Unemployment Fund (I) | (0) | 0 | 0 | 35,000 | 35,000 | 35,000 | 0 | 35,000 | (0) | 35,000 |
| **Total City Funds** | **$60,470,442** | **$169,558,370** | **$48,531,803** | **$15,919,456** | **$294,480,071** | **$216,438,116** | **$15,919,456** | **$232,357,572** | **$62,122,499** | **$232,357,572** |

**$232,357,572**

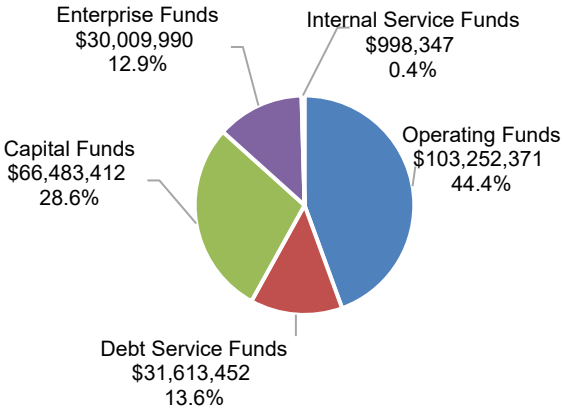
**Appropriation by Fund**



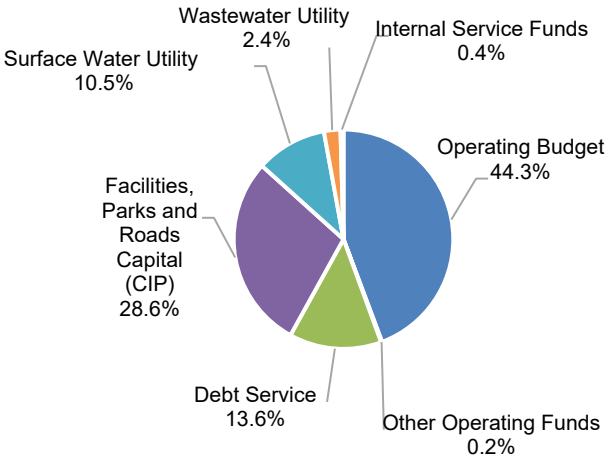

**Appropriation by Fund Type**

**$232,357,572**




**Use by Service Type**

**$232,357,572**



# CITY REVENUE SOURCES

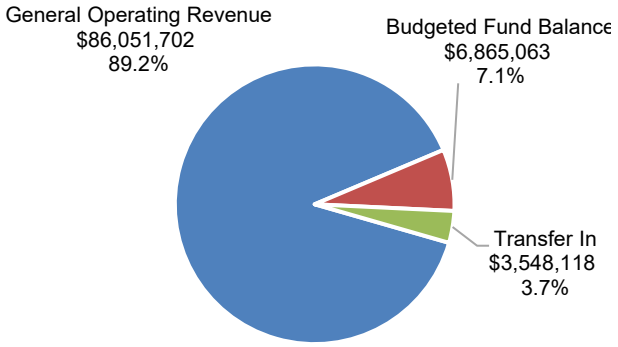
The City of Shoreline receives revenues from local property, sales, utility, business and occupation and gambling taxes; a variety of population-based state-shared revenues; user fees for development services and parks programs; and, grants, fines, and other miscellaneous revenues. Budgeted resources for all of the City's funds, inclusive of the budgeted use of fund balance and transfers between funds, totals $294.480 million. Budgeted appropriations, including transfers between funds, total $232.358 million. Excess resources will remain in fund balance until they are appropriated at a later date.

## General Fund

The General Fund resource base is $96.465 million and is comprised of the budgeted use of fund balance ($6.865 million, 7.1%), operating revenues ($86.052 million, 89.2%), and transfers-in from other funds for their share of the General Fund overhead ($3.548 million, 3.7%).

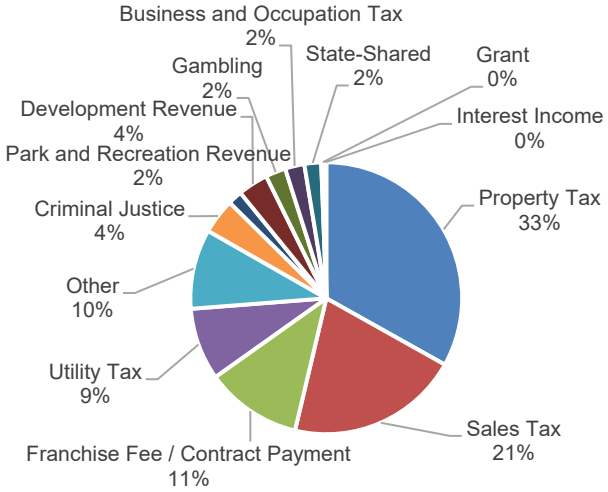
**General Fund Resources**

**$96,464,883**




**General Fund Operating Revenues**

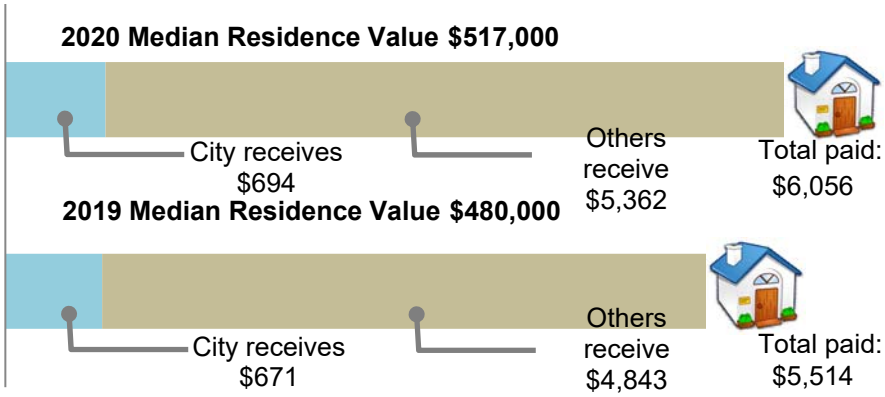
**$86,051,702**



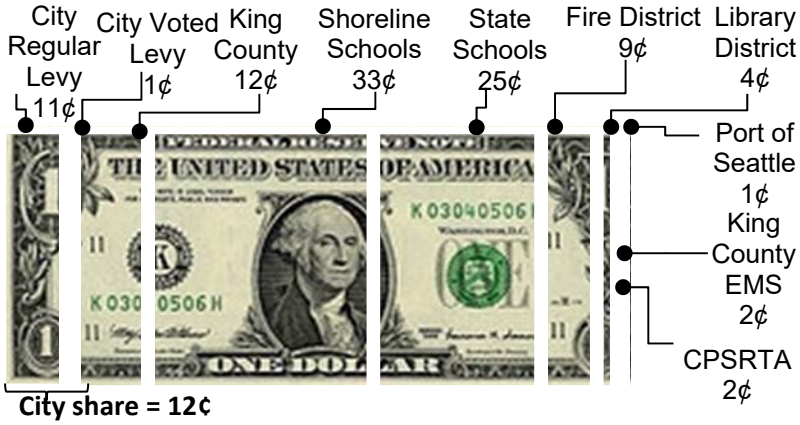
## Property Tax

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. The AV again increased in 2015 and 2016, which provided a new levy lid lift when the original levy lid lift expired, setting the property tax rate at $1.39 per $1,000 AV for 2017 and included an annual escalator based upon the change in the June-to-June CPI-U for years 2017-2022. The AV continued to increase in 2018 through 2020 allowing the levy rate to continue to drop. The current levy lid lift will expire at the end of 2022. City Council will be considering placing the levy lid lift on the ballot again during this biennium.

In 2020, the City of Shoreline property tax regular levy rate and excess voted levy rates decreased from $1.24 to $1.20 and $0.16 to $0.15, respectively. When all the taxing jurisdictions' levy rates are combined the total levy rate increased from $11.49 to $11.72. The chart to the right 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 2020, a total of $6,056 in property taxes is paid to all taxing jurisdictions, which is $543 more than that paid in 2019.




The chart to the right and the table below provide information regarding the allocation of the total 2020 levy rate for all taxing districts within Shoreline. The City receives 11¢ of each dollar of property tax paid, which would equate to 10¢ ($618 total) for the regular levy and 1¢ ($76 total) for the excess voted levy. A homeowner will pay $23 more than that paid in 2019.

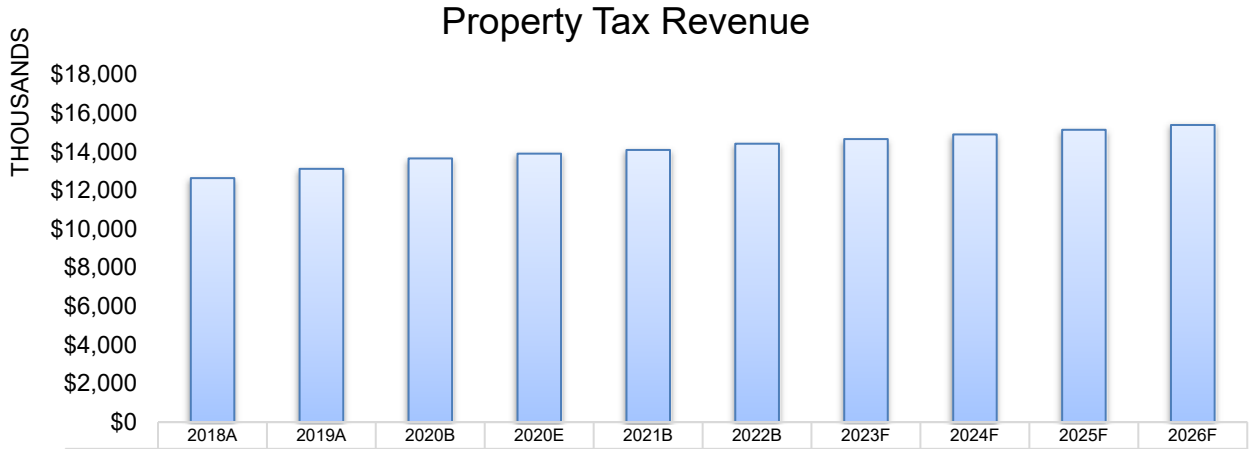


| | Assessed Value | Per $1,000 (AV/$1,000) | | Rate | | Assessment | % |
|---|---|---|---|---|---|---|---|
| City | $ 517,000 | 517.00 | X | $1.34 | = | $694 | 11% |
| King County | $ 517,000 | 517.00 | X | 1.33 | = | 688 | 11% |
| Shoreline School Dist. | $ 517,000 | 517.00 | X | 4.07 | = | 2,104 | 35% |
| State Schools | $ 517,000 | 517.00 | X | 3.03 | = | 1,565 | 26% |
| Fire District | $ 517,000 | 517.00 | X | 1.00 | = | 516 | 9% |
| Library District | $ 517,000 | 517.00 | X | 0.36 | = | 186 | 3% |
| Port of Seattle | $ 517,000 | 517.00 | X | 0.12 | = | 62 | 1% |
| King Co. EMS | $ 517,000 | 517.00 | X | 0.27 | = | 137 | 2% |
| CPSRTA | $ 517,000 | 517.00 | X | 0.20 | = | 103 | 2% |
| **TOTAL** | | | | **$11.71** | | **$6,056** | **100%** |

**Source:** King County Department of Assessments; 2018 Median Residence Value for Shoreline reported per Assessed Value and Taxes by City

For 2021, the proposed budget assumed the AV will increase by 4.3% from the current 2020 AV of 11,637,183,574, including the value of new construction, to $11.638 billion according to the latest forecast available from the Puget Sound Economic Forecaster, and the regular property tax levy will generate $14.106 million. The 2021-2022 Proposed Biennial Budget reflects this as the budgeted levy value. For 2022, it is assumed the regular property tax levy will generate $14.430 million. AV, excluding new construction, is projected to grow in future years.

**Property Tax Historical Comparison & Forecast**



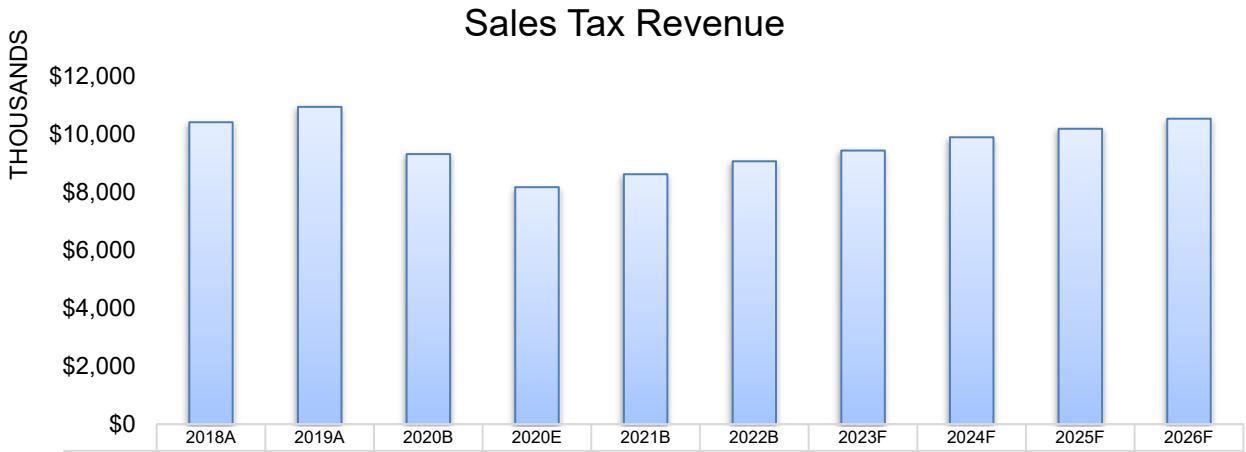

| | 2018A | 2019A | 2020B | 2020E | 2021B | 2022B | 2023F | 2024F | 2025F | 2026F |
|---|---|---|---|---|---|---|---|---|---|---|
| Revenue | $12,644,231 | $13,128,821 | $13,666,865 | $13,916,110 | $14,106,259 | $14,430,037 | $14,664,760 | $14,904,167 | $15,149,265 | $15,395,345 |
| $ Change | $452,903 | $484,589 | $1,022,634 | $787,289 | $190,149 | $323,778 | $234,723 | $239,406 | $245,098 | $246,080 |
| % Change | 3.7% | 3.8% | 8.1% | 6.0% | 1.4% | 2.3% | 1.6% | 1.6% | 1.6% | 1.6% |

Sources: City of Shoreline; King County Department of Assessments

## Sales Tax

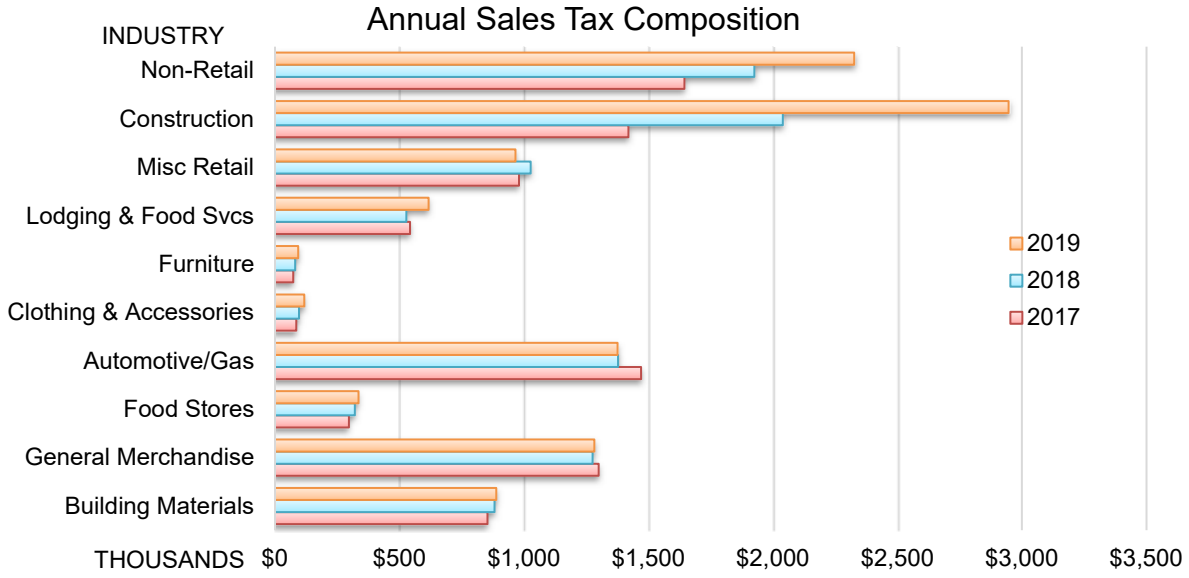
General sales tax, the third largest revenue source for City operations, totals $17.694 million and reflects decreases over the 2020 revised projection for the Current Biennium of $1.431 million, or 7.5%.
Shoreline's sales tax base consists largely of basic consumer goods, and, therefore, sales tax collections were fairly consistent prior to the great recession and have experienced steady growth from 2011 through 2019. Sales tax collections in 2020 have been significantly impacted by the economic impacts of COVID-19, staff's year-end estimates reflect a conservative estimate and do not consider one-time revenues associated with construction that may buoy the overall actual results. Automobiles are large ticket items in the Shoreline sales tax base, and these sales have experienced steady growth but were hit hard as a result of the shutdown in 2020. Staff is projecting slow growth for 2021 and 2022 with a return to pre-COVID levels in 2023.

### Sales Tax Historical Comparison & Forecast




| | 2018A | 2019A | 2020B | 2020E | 2021B | 2022B | 2023F | 2024F | 2025F | 2026F |
|---|---|---|---|---|---|---|---|---|---|---|
| Revenue | $10,414,951 | $10,947,042 | $9,319,003 | $8,177,689 | $8,623,063 | $9,070,770 | $9,439,372 | $9,894,815 | $10,192,405 | $10,535,568 |
| $ Change | $1,785,575 | $532,091 | -$1,095,948 | -$2,769,353 | $445,374 | $447,707 | $368,602 | $455,443 | $297,589 | $343,163 |
| % Change | 20.7% | 5.1% | (10.5%) | (25.3%) | 5.4% | 5.2% | 4.1% | 4.8% | 3.0% | 3.4% |

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



## Business & Occupation Tax

During the City Council's 2017 Strategic Planning Workshop, the City Council reviewed the plan to support implementation of the remaining strategies of the 10 Year Financial Sustainability Plan, including Strategy 6 to engage the community in a discussion regarding the possible future implementation of a Business and Occupation (B&O) Tax. RCW 35A.82.020 (http://app.leg.wa.gov/rcw/default.aspx?cite=35A.82.020) provides Shoreline the authority to impose a B&O Tax on businesses that operate within the city limits. The City Council directed staff to move forward with implementation of the 10 YFSP and provide an update of Strategy 6 in the summer. 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 and Administrative Services Director made a presentation on the proposed work plan to the Shoreline Chamber of Commerce, Economic Development Committee.

Staff provided the City Council an update on staff's progress related to implementation of Strategy 6 during the August 14, 2017 meeting. The City 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 the City Council's consideration. Proposed Ordinance No. 808, creating two new chapters in the Shoreline Municipal Code (SMC): Chapter 3.22, Business and Occupation Tax and Chapter 3.23, Tax Administrative Code, were presented to City Council for discussion on November 13, 2017. Both chapters are based on the Association of Washington Cities' 2012 B&O Tax Model Ordinance with some modifications. These include the City Council's guidance provided during the Council's August 14, 2017 discussion. The staff report for the November 13th Council discussion is available at the following link: http://cosweb.ci.shoreline.wa.us/uploads/attachments/cck/council/staffreports/2017/staffreport111317-9a.pdf.Proposed Ordinance No. 808 providing for a B&O Tax and creating two new Chapters in the Shoreline Municipal Code was adopted by the City Council on December 4, 2017.

Effective January 1, 2019, Shoreline began imposition and collection of a B&O Tax primarily measured on gross proceeds of sales or gross income. For purposes of calculating the B&O Tax, businesses may be divided into several classifications (e.g., retailing, manufacturing, services, or wholesale) and those conducting multiple activities will report in more than one classification. The implementation of a B&O Tax, up to a rate of 0.002 does not require a public vote; however, Ordinance No. 808 imposing the tax included a provision for a referendum procedure.

All businesses operating in Shoreline that have gross receipts in excess of $500,000 per year (or $125,000 per quarter), except 501(C)(3) non-profits, will be subject to the tax. A rate of 0.001 will be applied to all gross receipts for all business classifications except services which will be taxed at a rate of 0.002. More information regarding tax and licensing in the City of Shoreline may be found at the following link: http://www.shorelinewa.gov/government/departments/administrative-services/taxes-in-shoreline. While first year collections significantly exceeded budget, the budget and forecast follow the projections for sales tax using the 2020 budget as the base. Staff will wait to adjust the base and projections until more collection history is available as a basis for such a forecast.

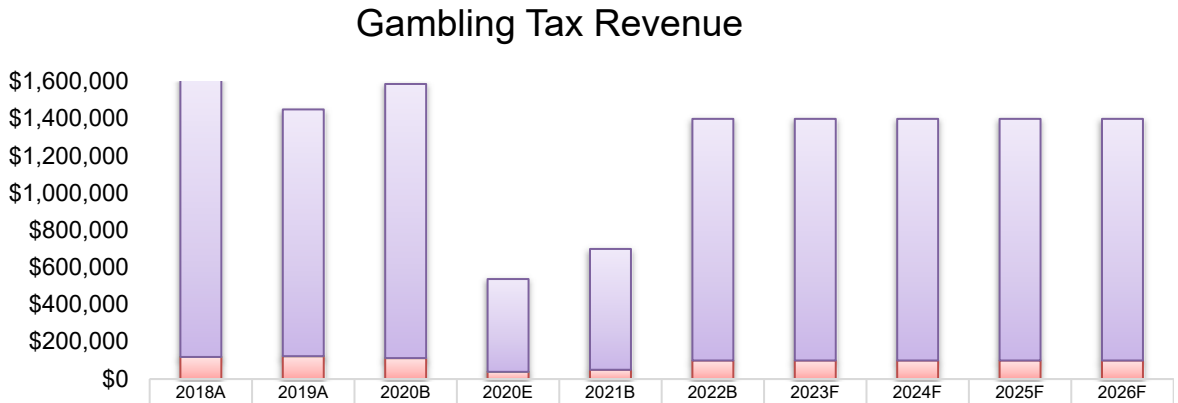
## Gambling Tax

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 increasing revenues to over $3 million in 2004. Since that time the City has lost some casinos and revenues in 2019 were around $1.6 million. Like other industries gambling establishments were significantly impacted by COVID-19 operating restrictions and 2020 and 2021 estimated and budget revenues are adjusted accordingly. The City’s tax rate has held at 10% since April 2007.

In 2021-2022, collections are projected to total $2.100 million. Staff has assumed no growth in future years in tax collections with a baseline of $2.800 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 transfer for 2021-2022 totals $195,302.

### Gambling Tax Historical Comparison & Forecast



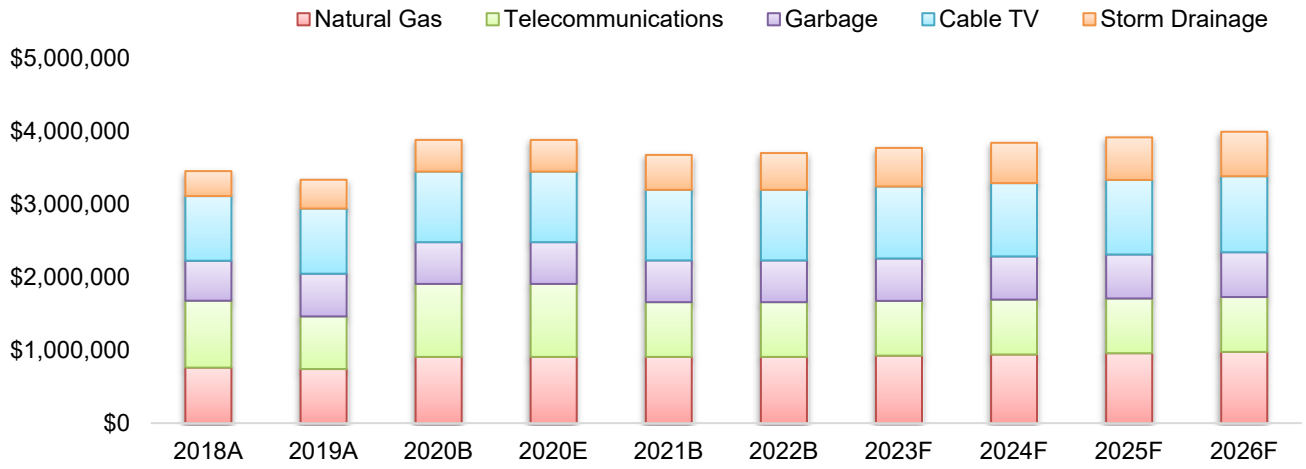

| | 2018A | 2019A | 2020B | 2020E | 2021B | 2022B | 2023F | 2024F | 2025F | 2026F |
|---|---|---|---|---|---|---|---|---|---|---|
| Total Revenue | $1,621,236 | $1,450,808 | $1,587,425 | $538,032 | $700,000 | $1,400,000 | $1,400,000 | $1,400,000 | $1,400,000 | $1,400,000 |
| Promissory Note(s) | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |
| Card Games | $1,502,846 | $1,327,757 | $1,475,000 | $499,205 | $650,000 | $1,300,000 | $1,300,000 | $1,300,000 | $1,300,000 | $1,300,000 |
| Amusement Games | $100 | $74 | $125 | $125 | $0 | $0 | $0 | $0 | $0 | $0 |
| Pulltabs | $118,290 | $122,978 | $112,300 | $38,702 | $50,000 | $100,000 | $100,000 | $100,000 | $100,000 | $100,000 |

## 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 2021-2022 from utility taxes total $7.370 million.

- Revenues from telecommunications is closely monitored as it has declined since 2010 and will most likely continue to do so due to competition and the change in use of technology.
- Revenues from garbage are projected to increase based upon current inflation rates as allowed under the contract.
- Revenues from the storm drainage utility tax are projected to increase commensurate with Surface Water Utility Fee rate increases.

### Utility Tax Historical Comparison & Forecast




| Revenue | 2018A | 2019A | 2020E | 2021B | 2022B | 2023F | 2024F | 2025F | 2026F |
|---|---|---|---|---|---|---|---|---|---|
| **Natural Gas** | **$758,880** | **$738,926** | **$906,500** | **$906,500** | **$906,500** | **$923,467** | **$940,032** | **$956,911** | **$974,997** |
| Annual Change | | ($19,954) | $167,574 | $0 | $0 | $16,967 | $16,565 | $16,879 | $18,086 |
| % Change | | (2.6%) | 22.7% | 0.0% | 0.0% | 1.9% | 1.8% | 1.8% | 1.9% |
| **Telecomm.** | **$917,010** | **$721,132** | **$1,000,000** | **$750,000** | **$750,000** | **$750,000** | **$750,000** | **$750,000** | **$750,000** |
| Annual Change | | ($195,878) | $278,868 | ($250,000) | $0 | $0 | $0 | $0 | $0 |
| % Change | | (21.4%) | 38.7% | (25.0%) | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% |
| **Garbage** | **$547,125** | **$586,340** | **$570,700** | **$570,700** | **$570,700** | **$581,382** | **$591,811** | **$602,437** | **$613,823** |
| Annual Change | | $39,215 | ($15,640) | $0 | $0 | $10,682 | $10,429 | $10,626 | $11,387 |
| % Change | | 7.2% | (2.7%) | 0.0% | 0.0% | 1.9% | 1.8% | 1.8% | 1.9% |
| **Cable TV** | **$886,343** | **$892,209** | **$968,000** | **$968,000** | **$968,000** | **$986,118** | **$1,003,807** | **$1,021,831** | **$1,041,144** |
| Annual Change | | $5,866 | $75,791 | $0 | $0 | $18,118 | $17,688 | $18,024 | $19,314 |
| % Change | | 0.7% | 8.5% | 0.0% | 0.0% | 1.9% | 1.8% | 1.8% | 1.9% |
| **Storm Drainage** | **$342,284** | **$394,237** | **$433,947** | **$477,819** | **$502,212** | **$527,323** | **$553,689** | **$581,373** | **$610,442** |
| Annual Change | | $51,953 | $39,710 | $43,872 | $24,393 | $25,111 | $26,366 | $27,684 | $29,069 |
| % Change | | 15.2% | 10.1% | 10.1% | 5.1% | 5.0% | 5.0% | 5.0% | 5.0% |
| **Total Revenue** | **$3,451,642** | **$3,332,844** | **$3,879,147** | **$3,673,019** | **$3,697,412** | **$3,768,290** | **$3,839,338** | **$3,912,552** | **$3,990,407** |
| Annual Change | | ($118,798) | $546,303 | ($206,128) | $24,393 | $70,878 | $71,048 | $73,213 | $77,855 |
| % Change | | (3.4%) | 16.4% | (5.3%) | 0.7% | 1.9% | 1.9% | 1.9% | 2.0% |

Source: City of Shoreline

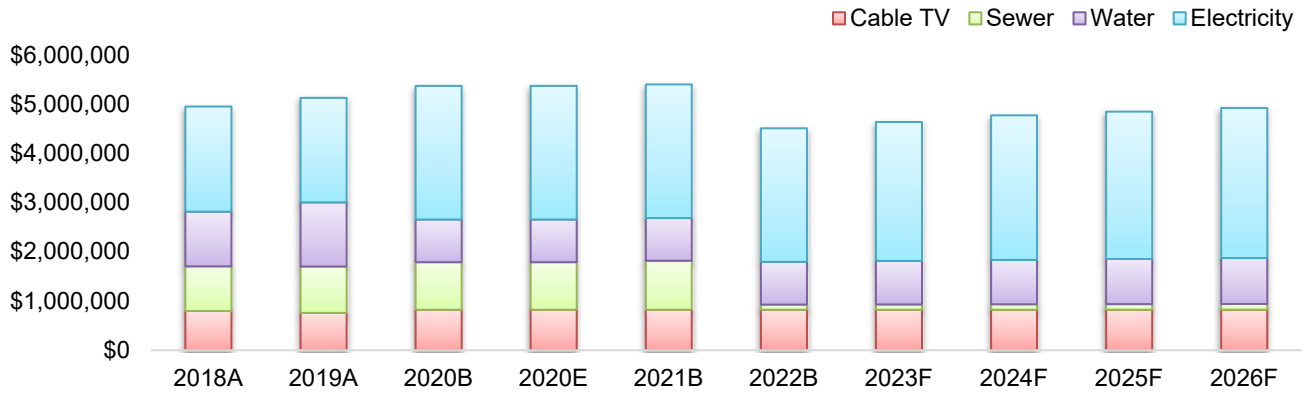
## Franchise Fee & Contract Payments

The City has entered into agreements with many of the public utilities that provide services to our residents. 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.

Projected revenues in 2021-2022 from franchise fees and contract payments total $9.906 million.

- Sewer contract payments are budgeted according to the City's agreement with the Ronald Wastewater District.
- The cable television franchise fee is set at a rate equal to five-percent of gross cable service revenues.

### Franchise Fees Historical Comparison & Forecast




| Revenue | 2018A | 2019A | 2020E | 2021B | 2022B | 2023F | 2024F | 2025F | 2026F |
|---|---|---|---|---|---|---|---|---|---|
| **Cable TV** | **$794,847** | **$757,276** | **$823,000** | **$823,000** | **$823,000** | **$823,000** | **$823,000** | **$823,000** | **$823,000** |
| Annual Change | | ($37,572) | $65,724 | $0 | $0 | $0 | $0 | $0 | $0 |
| % Change | | (4.7%) | 8.7% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% |
| **Sewer** | **$909,000** | **$942,000** | **$964,000** | **$993,000** | **$102,300** | **$105,369** | **$108,530** | **$111,786** | **$115,140** |
| Annual Change | | $33,000 | $22,000 | $29,000 | ($890,700) | $3,069 | $3,161 | $3,256 | $3,354 |
| % Change | | 3.6% | 2.3% | 3.0% | (89.7%) | 3.0% | 3.0% | 3.0% | 3.0% |
| **Water** | **$1,110,732** | **$1,304,435** | **$868,800** | **$868,800** | **$868,800** | **$885,062** | **$900,937** | **$917,114** | **$934,449** |
| Annual Change | | $193,703 | ($435,635) | $0 | $0 | $16,262 | $15,876 | $16,177 | $17,334 |
| % Change | | 17.4% | (33.4%) | 0.0% | 0.0% | 1.9% | 1.8% | 1.8% | 1.9% |
| **Electricity** | **$2,135,311** | **$2,122,870** | **$2,713,300** | **$2,713,300** | **$2,713,300** | **$2,821,832** | **$2,940,349** | **$2,993,145** | **$3,049,718** |
| Annual Change | | ($12,441) | $590,430 | $0 | $0 | $108,532 | $118,517 | $52,796 | $56,573 |
| % Change | | (0.6%) | 27.8% | 0.0% | 0.0% | 4.0% | 4.2% | 1.8% | 1.9% |
| **Total Revenue** | **$4,949,890** | **$5,126,581** | **$5,369,100** | **$5,398,100** | **$4,507,400** | **$4,635,263** | **$4,772,817** | **$4,845,045** | **$4,922,306** |
| Annual Change | | $176,691 | $242,519 | $29,000 | ($890,700) | $127,863 | $137,554 | $72,228 | $77,261 |
| % Change | | 3.6% | 4.7% | 0.5% | (16.5%) | 2.8% | 3.0% | 1.5% | 1.6% |

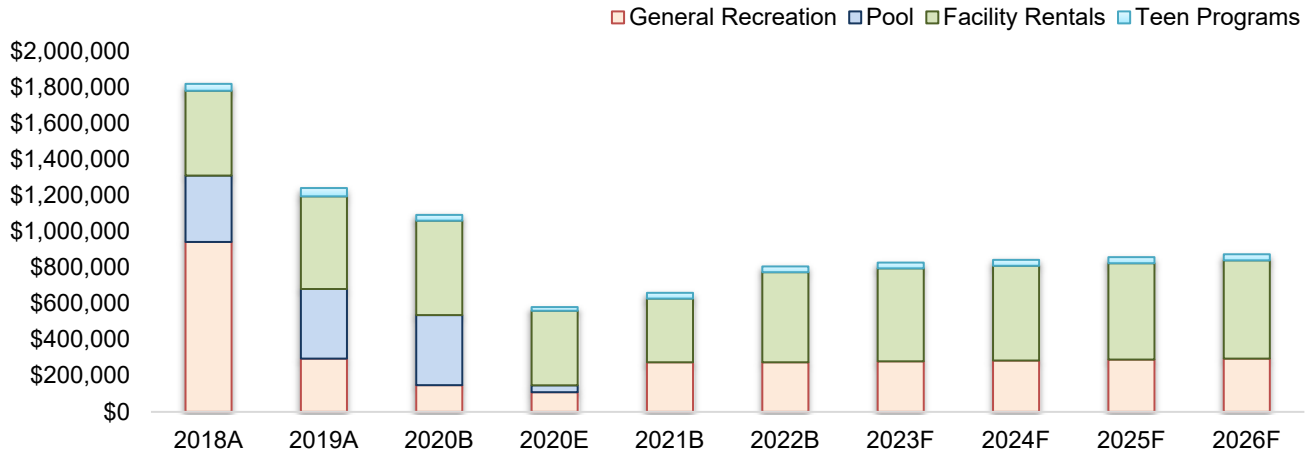
Source: City of Shoreline

## Recreation Fees

Projected revenues for 2020 are estimated at $582,000. The reduction of $660,000 from 2019 results from the program closures associated with the impacts of COVID-19 mandated closures. Projected revenues in 2021-2022 from recreation fees total $1.467 million. Revenue projections for 2021-2022 are projected excluding pool revenues and assuming that recreation programs are resumed at regular levels for the whole biennium. Staff recognizes that the level of operations will be dictated by state mandates and the COVID-19 operating phase as determined by the Governor. Staff will be monitoring closely and programs and expenditures will be adjusted accordingly as was done in 2020.

In the future the fees are expected to increase by the June-to-June percentage 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.

### Recreation Fee Historical Comparison & Forecast




| Revenue | 2018A | 2019A | 2020E | 2021B | 2022B | 2023F | 2024F | 2025F | 2026F |
|---|---|---|---|---|---|---|---|---|---|
| **Recreation** | **$942,376** | **$295,666** | **$109,070** | **$275,000** | **$275,000** | **$280,147** | **$285,172** | **$290,293** | **$295,780** |
| Annual Change | | ($646,710) | ($186,596) | $165,930 | $0 | $5,147 | $5,025 | $5,120 | $5,487 |
| % Change | | (68.6%) | (63.1%) | 152.1% | 0.0% | 1.9% | 1.8% | 1.8% | 1.9% |
| **Pool** | **$368,669** | **$385,832** | **$37,898** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** |
| Annual Change | | $17,163 | ($347,934) | ($37,898) | $0 | $0 | $0 | $0 | $0 |
| % Change | | 4.7% | (90.2%) | (100.0%) | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! |
| **Facility Rentals** | **$470,164** | **$513,923** | **$413,821** | **$353,800** | **$499,800** | **$515,749** | **$524,973** | **$534,372** | **$544,444** |
| Annual Change | | $43,759 | ($100,102) | ($60,021) | $146,000 | $15,949 | $9,224 | $9,399 | $10,072 |
| % Change | | 9.3% | (19.5%) | (14.5%) | 41.3% | 3.2% | 1.8% | 1.8% | 1.9% |
| **Teen Programs** | **$38,381** | **$46,133** | **$20,768** | **$31,909** | **$31,909** | **$32,506** | **$33,089** | **$33,683** | **$34,320** |
| Annual Change | | $7,751 | ($25,365) | $11,141 | $0 | $597 | $583 | $594 | $637 |
| % Change | | 20.2% | (55.0%) | 53.6% | 0.0% | 1.9% | 1.8% | 1.8% | 1.9% |
| **Total Revenue** | **$1,819,589** | **$1,241,553** | **$581,557** | **$660,709** | **$806,709** | **$828,402** | **$843,235** | **$858,348** | **$874,544** |
| Annual Change | | ($578,036) | ($659,996) | $79,152 | $146,000 | $21,693 | $14,833 | $15,114 | $16,195 |
| % Change | | (31.8%) | (53.2%) | 13.6% | 22.1% | 2.7% | 1.8% | 1.8% | 1.9% |

Source: City of Shoreline

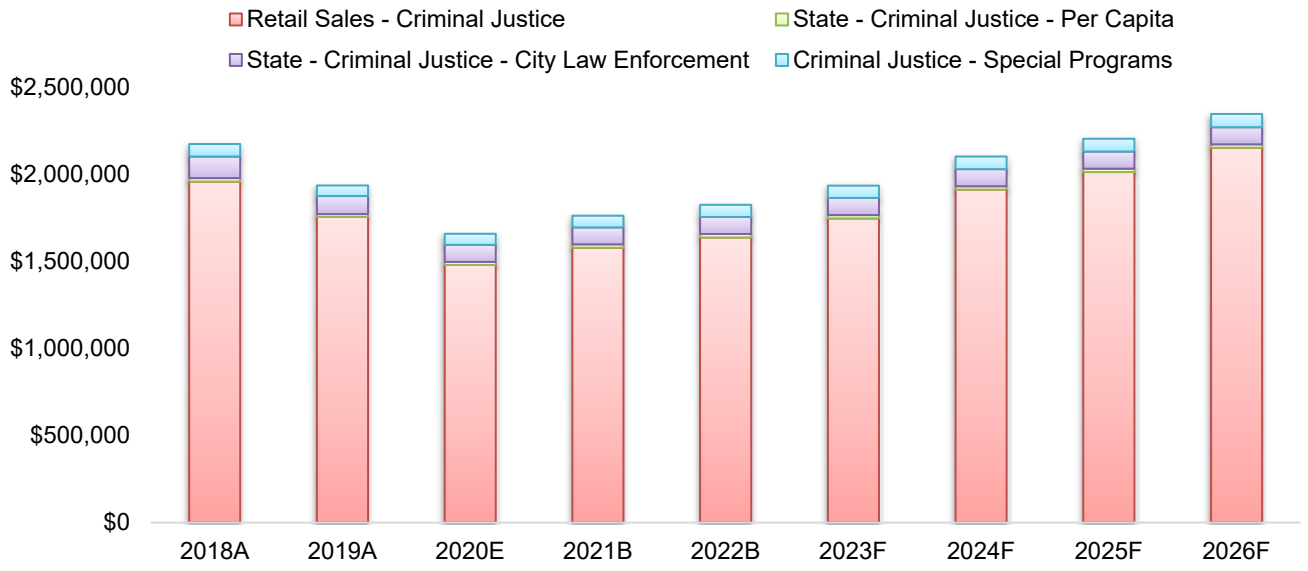
## Criminal Justice Funding

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 revenues in 2021-2022 for criminal justice total $3.591 million.

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. Local Criminal Justice Sales Tax revenue is expected grow. 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 | 2018A | 2019A | 2020E | 2021B | 2022B | 2023F | 2024F | 2025F | 2026F |
|---|---|---|---|---|---|---|---|---|---|
| Retail Sales - Criminal Justice | $1,960,448 | $1,756,507 | $1,481,017 | $1,580,357 | $1,639,472 | $1,748,535 | $1,914,137 | $2,014,905 | $2,155,098 |
| State - Criminal Justice - Per Capita | $20,031 | $16,914 | $17,475 | $18,803 | $19,422 | $19,470 | $19,519 | $19,568 | $19,617 |
| State - Criminal Justice - City Law Enforcement | $123,614 | $104,178 | $98,160 | $98,160 | $98,160 | $98,160 | $98,160 | $98,160 | $98,160 |
| Criminal Justice - Special Programs | $72,370 | $60,779 | $63,358 | $66,667 | $69,689 | $71,171 | $72,629 | $74,118 | $75,708 |
| **Total Revenue** | **$2,176,463** | **$1,938,377** | **$1,660,010** | **$1,763,987** | **$1,826,743** | **$1,937,337** | **$2,104,445** | **$2,206,751** | **$2,348,582** |
| Annual Change | | ($238,086) | ($278,367) | $103,977 | $62,756 | $110,594 | $167,108 | $102,306 | $141,831 |
| % Change | | -10.9% | -14.4% | 6.3% | 3.6% | 6.1% | 8.6% | 4.9% | 6.4% |

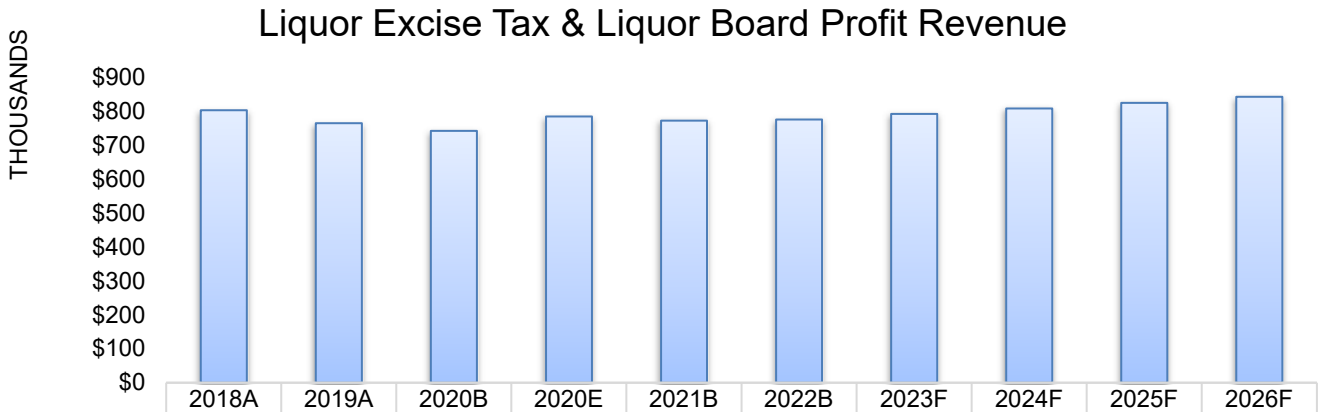
Sources: King County; Municipal Research and Services Center 2018 Budget Suggestions

## 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 revenues in 2021-2022 from these two sources totals $1.548 million and are forecast based on state-provided per capita estimates.

### Liquor Tax Historical Comparison & Forecast




| | 2018A | 2019A | 2020B | 2020E | 2021B | 2022B | 2023F | 2024F | 2025F | 2026F |
|---|---|---|---|---|---|---|---|---|---|---|
| Revenue | $803,463 | $764,878 | $742,504 | $784,670 | $772,649 | $775,722 | $792,218 | $808,444 | $825,018 | $842,713 |
| $ Change | $74,130 | -$38,584 | -$60,959 | $19,792 | -$12,021 | $3,073 | $16,496 | $16,226 | $16,573 | $17,695 |
| % Change | 10.2% | (4.8%) | (7.6%) | 2.6% | (1.5%) | 0.4% | 2.1% | 2.0% | 2.1% | 2.1% |

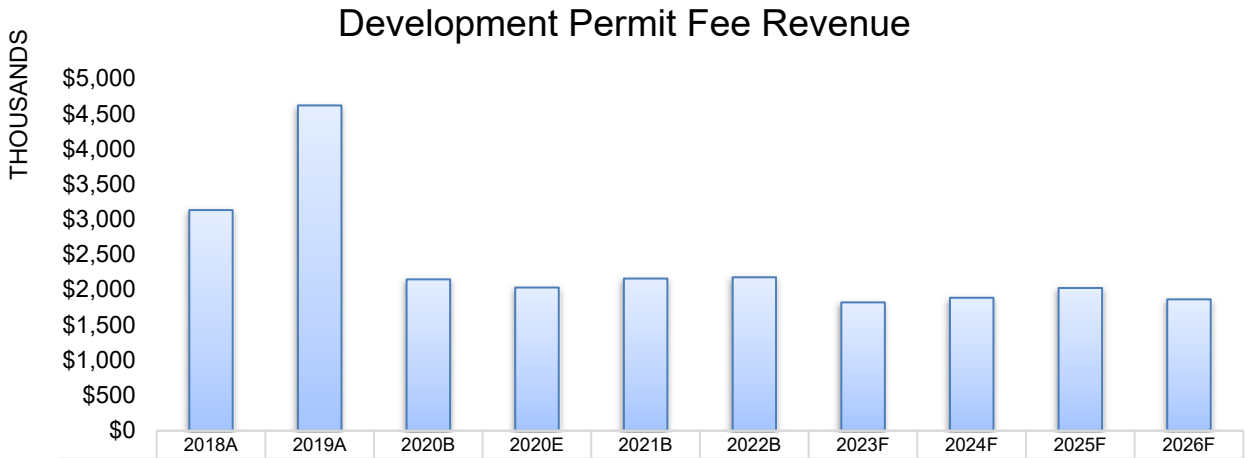
Source: Municipal Research and Services Center 2018 Budget Suggestions

## 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 2017 as compared to 2010 increased 68.1%. Revenues for 2013 and 2016 were lower than 2015 (-0.6% and 6.0%, respectively), but the number of permits pulled increased by 6.5% and 2.8%, respectively. Revenue for 2017 was 25.4% more than 2016 but the number of permits pulled decreased by 4.0%. Revenue in 2018 was 12% higher than 2017, but the number of permits applied for were 27% higher, and 2019 saw a 35% increase in revenue over 2018 with a 19% increase in the number of permit applications.

In 2011, 2012 and 2017, 2018 and 2019, the City received a significant amount of one-time revenue from Shoreline School District's major capital projects to construct new schools. In spite of the economic impacts of COVID, staff is projecting some growth for 2021 and 2022.

**Development Fee Historical Comparison & Forecast**



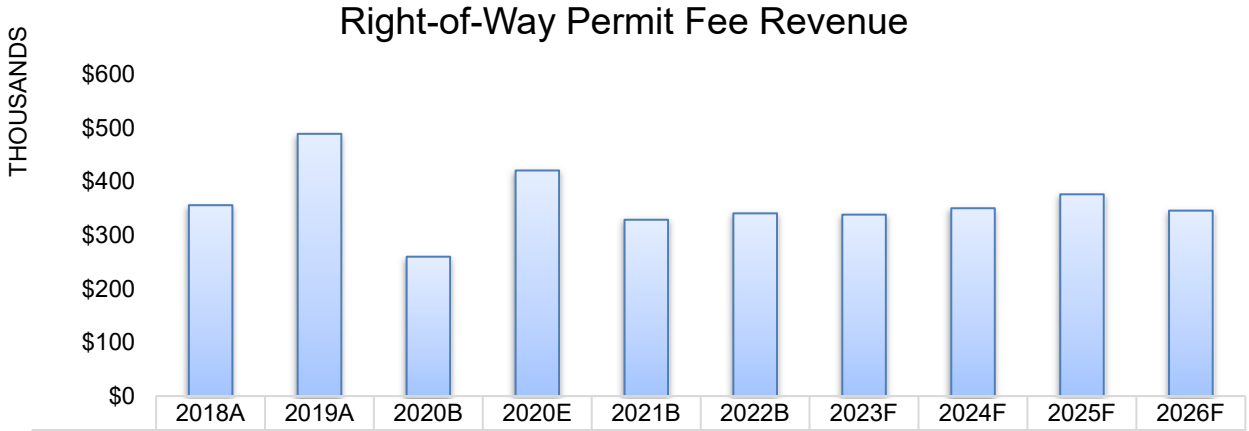

| | 2018A | 2019A | 2020B | 2020E | 2021B | 2022B | 2023F | 2024F | 2025F | 2026F |
|---|---|---|---|---|---|---|---|---|---|---|
| Revenue | $3,133,682 | $4,620,426 | $2,150,843 | $2,033,438 | $2,160,312 | $2,178,950 | $1,822,929 | $1,887,833 | $2,026,062 | $1,864,711 |
| $ Change | $536,381 | $1,486,744 | -$982,839 | -$2,586,98 | $126,874 | $18,638 | ($356,021) | $64,905 | $138,228 | ($161,350) |
| % Change | 20.7% | 47.4% | (31.4%) | (56.0%) | 6.2% | 0.9% | (16.3%) | 3.6% | 7.3% | (8.0%) |

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 great recession. In 2019, there were several major development projects that contributed to the increase fees. The chart below shows collections vary from year-to-year based on the level of activity.

### Right-of-Way Permit Fee Historical Comparison & Forecast




| | 2018A | 2019A | 2020B | 2020E | 2021B | 2022B | 2023F | 2024F | 2025F | 2026F |
|---|---|---|---|---|---|---|---|---|---|---|
| Revenue | $356,292 | $489,352 | $260,000 | $421,000 | $329,000 | $341,000 | $338,566 | $350,696 | $376,616 | $346,185 |
| $ Change | $106,718 | $133,060 | -$96,292 | -$68,352 | -$92,000 | $12,000 | ($2,434) | $12,130 | $25,920 | ($30,432 |
| % Change | 42.8% | 37.3% | (27.0%) | (14.0%) | (21.9%) | 3.6% | (0.7%) | 3.6% | 7.4% | (8.1%) |

Source: City of Shoreline

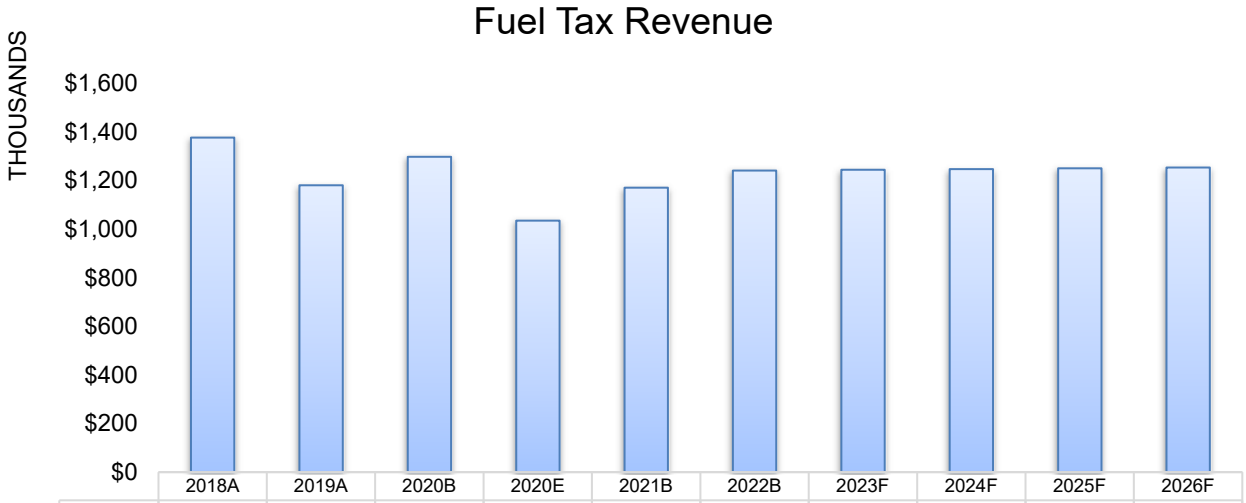
# Street Fund

## 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.

Year end estimate for 2020 includes the impact of COVID-19 restrictions. Given the uncertainty and likelihood of continued increased telecommuting, staff tempered estimates for 2021 and 2022. Reductions in this revenue source result in a need for additional contribution from the General Fund to the Street Fund.

**Fuel Tax Historical Comparison & Forecast**




| | 2018A | 2019A | 2020B | 2020E | 2021B | 2022B | 2023F | 2024F | 2025F | 2026F |
|---|---|---|---|---|---|---|---|---|---|---|
| Revenue | $1,378,482 | $1,181,643 | $1,299,521 | $1,036,146 | $1,172,250 | $1,242,404 | $1,245,519 | $1,248,633 | $1,251,755 | $1,254,884 |
| $ Change | $187,557 | -$196,839 | -$78,961 | -$145,497 | $136,104 | $70,154 | $3,115 | $3,114 | $3,122 | $3,129 |
| % Change | 15.7% | (14.3%) | (5.7%) | (12.3%) | 13.1% | 6.0% | 0.3% | 0.3% | 0.2% | 0.2% |

Source: City of Shoreline

## Surface Water Utility Fund

The 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

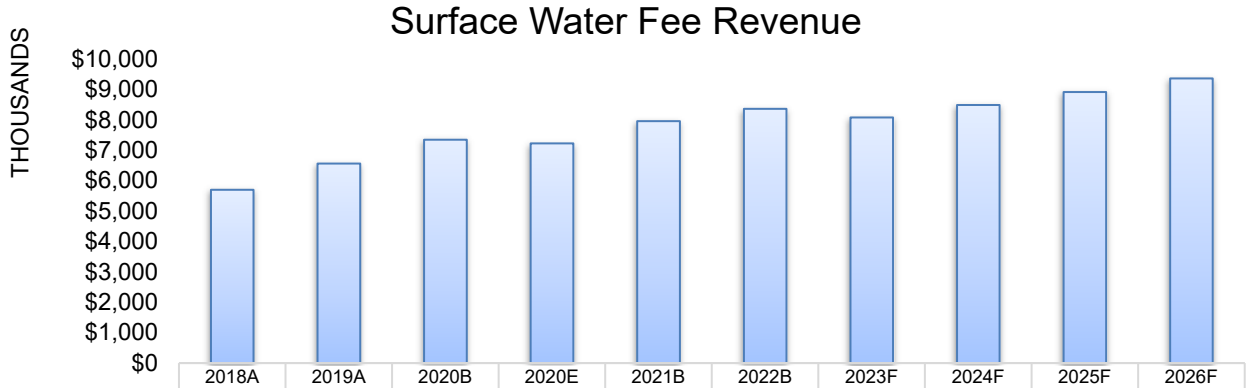
The City contracts with King County to collect the utility revenues via the annual property tax assessments. In 2005, the City Council adopted a Surface Water Master Plan that was updated in 2018. This plan includes operational needs and capital projects for the next twenty years to improve drainage, surface water facilities, and water quality within the City. This plan included adoption of the Proactive Management Strategy and included a surface water utility fee structure that supports both the operational and capital needs of the utility.

Historically the annual rate increases for a single-family residence ranged from 2.5% to 5% per year until 2017. The funding plan included rate increases of 27% in 2018, 15% in 2019 and 10% in 2020.

The rate is proposed to increase 10.0% in 2021 and by 5.0% each in 2022 through 2026. The proposed rate for a single-family annual bill in 2021 is $298.33. 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.

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 and continues in the 2021 fee schedule. The fee schedule also provides credits for low income seniors as defined in RCW 84.36.381.

**Surface Water Utility Fund Historical Comparison & Forecast**




| | 2018A | 2019A | 2020B | 2020E | 2021B | 2022B | 2023F | 2024F | 2025F | 2026F |
|---|---|---|---|---|---|---|---|---|---|---|
| Revenue | $5,704,729 | $6,570,616 | $7,355,474 | $7,232,449 | $7,963,649 | $8,370,193 | $8,085,118 | $8,497,011 | $8,924,602 | $9,370,832 |
| $ Change | $1,542,475 | $865,887 | $0 | $661,833 | $731,200 | $406,544 | ($285,075) | $411,893 | $427,591 | $446,230 |
| 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. Starting in 2009, a portion of the first 0.25% of the tax is being used for debt service payments for City Hall. In 2021 to 2026, $4.050 million will be used for this purpose. 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.

Projected collections are based on the projected increase in the average sales price and in the projected level of real estate sales.

**Real Estate Excise Tax (REET) Historical Comparison & Forecast**

| | 2018A | 2019A | 2020B | 2020E | 2021B | 2022B | 2023F | 2024F | 2025F | 2026F |
|---|---|---|---|---|---|---|---|---|---|---|
| Revenue | $3,372,574 | $3,167,912 | $2,336,238 | $2,784,466 | $2,160,426 | $2,218,320 | $2,445,361 | $2,552,327 | $2,702,258 | $2,865,878 |
| $ Change | ($360,651) | ($204,662) | $0 | ($383,446) | ($624,040) | $57,894 | $227,041 | $106,966 | $149,931 | $163,620 |
| % Change | (9.7%) | (6.1%) | 0.0% | (12.1%) | (22.4%) | 2.7% | 10.2% | 4.4% | 5.9% | 6.1% |

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.

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## Ending Fund Balances

The following table and graphs illustrate the City's ending fund balance through the Proposed 2021-2022 biennium. The fund balances are segregated into three major components: unreserved/undesignated, reserved, and designated.

| | 2017-2018 as a Biennium Actual | 2019-2020 Biennium Budget | 2019-2020 Biennium Year-End Estimate | 2021-2022 Biennium Budget |
|---|---|---|---|---|
| **Reserved:** | | | | |
| General Capital Fund | ($563,063) | $194,261 | $1,136,495 | $766,856 |
| City Facility-Major Maintenance Fund | 58,073 | 17,201 | 75,733 | 116,899 |
| Roads Capital Fund | $7,249,229 | $2,805,155 | $4,886,480 | $3,053,600 |
| Sidewalk Expansion Fund | 0 | 0 | 11,431,853 | 11,431,853 |
| Shoreline Secure Storage Fund | $0 | $0 | $0 | $0 |
| Street Fund | $576,847 | $427,872 | $259,904 | $259,904 |
| Transportation Impact Fees Fund | 3,148,687 | 2,662,687 | 4,414,615 | 3,546,914 |
| Park Impact Fees Fund | $31,781 | $31,781 | $777,838 | $777,838 |
| 2006/2016 Unlimited Tax General Obligation | 892 | 892 | 3,199 | 3,199 |
| 2009/2019 Limited Tax General Obligation B | $1,310 | $1,310 | $183,411 | $183,411 |
| 2013 Limited Tax General Obligation Bond F | 300 | 300 | 130 | 130 |
| 2020 Limited Tax General Obligation Bond F | $0 | $0 | $0 | $0 |
| Sidewalk Limited Tax General Obligation Bo | 0 | 0 | 4,106,944 | 6,702,046 |
| Surface Water Utility Fund | $3,378,690 | ($881,680) | $3,432,872 | $12,000,526 |
| Wastewater Utility Fund | (463,846) | (470,653) | (510,538) | (510,538) |
| **Subtotal Reserved** | **$13,418,900** | **$4,789,126** | **$30,198,936** | **$38,332,638** |
| **Designated:** | | | | |
| Equipment Replacement Fund | $3,896,637 | $4,512,203 | $4,929,176 | $5,607,199 |
| Vehicle Operations and Maintenance Fund | 113,285 | 73,285 | 87,419 | 47,419 |
| Unemployment Fund | 58,196 | 23,196 | (0) | (0) |
| Code Abatement Fund | 395,097 | 255,097 | 424,087 | 284,087 |
| State Drug Enforcement Forfeiture Fund | 73,883 | 63,651 | 79,024 | 79,024 |
| Federal Drug Enforcement Forfeiture Fund | 22,251 | 22,251 | 22,810 | 22,810 |
| Federal Criminal Forfeiture Fund | 0 | 0 | 0 | 0 |
| Property Tax Equalization Fund | 0 | 0 | 0 | 0 |
| Public Arts Fund | 283,402 | 76,779 | 156,103 | 41,498 |
| **Subtotal Designated** | **$4,842,753** | **$5,026,464** | **$5,698,619** | **$6,082,037** |
| **Unreserved/Undesignated:** | | | | |
| General Fund | $17,817,459 | $11,010,500 | $18,503,585 | $11,638,522 |
| Revenue Stabilization Fund | 5,150,777 | 5,824,578 | 5,464,529 | 5,464,529 |
| **Subtotal Unreserved/Undesignated** | **$22,968,236** | **$16,835,078** | **$23,968,114** | **$17,103,051** |
| | **$41,229,889** | **$26,650,668** | **$59,865,669** | **$61,517,726** |

* Negative ending fund balances are due to:

- Interfund loan pending the sale of the former Police Station in the General Capital Fund, and
- Accounting accruals required to comply with GASB 68 requirements related to DRS Retirement Liabilities in the Wastewater Fund where no operating fund balance is maintained pending full assumption of RWD.

**Unreserved/Undesignated Fund Balances**

The unreserved/undesignated fund balance is the balance of net financial resources that are available for discretionary appropriations. The 2021-2022 Bienium Budget estimates unreserved/undesignated fund balance of $17,103,051 at the end of 2022.

**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 $38,332,638 at the end of 2022.

**Designated Ending Fund Balances**

The third component of ending fund balances, totaling $6,082,037 in 2022, 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. The designated fund balances are estimated to be $6,082,037 at the end of 2022.

## Change in Ending Fund Balance

| | 2019-2020 Biennium Year-End Estimate | 2021-2022 Biennium Budget | 2021 - 2022 vs. 2019 - Biennium Budget | Percentage Change |
|---|---|---|---|---|
| General Fund | $ 18,503,585 | $ 11,638,522 | $ (6,865,063) | (37%) |
| Shoreline Secure Storage Fund | 0 | 0 | 0 | 0% |
| Street Fund | $ 259,904 | $ 259,904 | $ - | 0% |
| Revenue Stabilization Fund | 5,464,529 | 5,464,529 | 0 | 0% |
| Code Abatement Fund | 424,087 | 284,087 | (140,000) | (33%) |
| State Drug Enforcement Forfeiture Fund | 79,024 | 79,024 | 0 | 0% |
| Federal Drug Enforcement Forfeiture Fund | 22,810 | 22,810 | 0 | 0% |
| Federal Criminal Forfeiture Fund | 0 | 0 | 0 | 0% |
| Public Arts Fund | 156,103 | 41,498 | (114,605) | (73%) |
| Transportation Impact Fees Fund | 4,414,615 | 3,546,914 | (867,701) | (20%) |
| Park Impact Fees Fund | 777,838 | 777,838 | 0 | 0% |
| 2006/2016 Unlimited Tax General Obligation Bond Fund | 3,199 | 3,199 | 0 | 0% |
| 2009/2019 Limited Tax General Obligation Bond Fund | 183,411 | 183,411 | 0 | 0% |
| 2013 Limited Tax General Obligation Bond Fund | 130 | 130 | 0 | 0% |
| 2020 Limited Tax General Obligation Bond Fund | 0 | 0 | 0 | 0% |
| Sidewalk Limited Tax General Obligation Bond Fund | 4,106,944 | 6,702,046 | 2,595,102 | 63% |
| General Capital Fund | 1,136,495 | 766,856 | (369,639) | (33%) |
| City Facility-Major Maintenance Fund | 75,733 | 116,899 | 41,166 | 54% |
| Roads Capital Fund | 4,886,480 | 3,053,600 | (1,832,880) | (38%) |
| Sidewalk Expansion Fund | 11,431,853 | 11,431,853 | 0 | 0% |
| Surface Water Utility Fund | 3,432,872 | 12,000,526 | 8,567,654 | 250% |
| Wastewater Utility Fund | (510,538) | (510,538) | 0 | 0% |
| Vehicle Operations and Maintenance Fund | 87,419 | 47,419 | (40,000) | (46%) |
| Equipment Replacement Fund | 4,929,176 | 5,607,199 | 678,023 | 14% |
| Unemployment Fund | (0) | (0) | 0 | 0% |
| **Total** | **$ 59,865,669** | **$ 61,517,726** | **$ 1,652,057** | **3%** |

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

General Fund: The 2022 ending fund balance is $6.865 million less than the projected 2020 ending fund balance. Available fund balance totaling $ 6,865,063 million will be used for the Operating Contingency, Insurance Reserve, one-time CIP support, transfers to the Revenue Stabilization Fund, and one-time supplemental requests as detailed in the Transmittal Letter.

Street Fund: The 2022 ending fund balance is $0.000 million more than the projected 2020 ending fund balance.

Code Abatement Fund: The 2022 ending fund balance is $0.140 million less than the projected 2020 ending fund balance. Accumulated funds from prior years will be used for City code abatement efforts (public nuisances, dangerous buildings, etc.).

Public Arts Fund: The 2022 ending fund balance is $0.115 million less than the projected 2020 ending fund balance. As capital projects have been constructed, funds have been accumulating in this fund. Available fund balance will support continued work on several public arts projects. 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 2022 ending fund balance is $0.370 million less than the projected 2020 ending fund balance. Additional information can be found in the 2021-2026 Proposed Capital Improvement Plan section in this book.

City Facility – Major Maintenance Fund: The 2022 ending fund balance is $0.041 million more than the projected 2020 ending fund balance. Additional information can be found in the 2021-2026 Proposed Capital Improvement Plan section in this book.

Roads Capital Fund: The 2022 ending fund balance is $1.833 million less than the projected 2020 ending fund balance. Additional information can be found in the 2021-2026 Proposed Capital Improvement Plan section in this book.

This fund balance includes Vehicle License Fees, which is restricted in its use and is partly programmed for the Annual Road Surface Maintenance Program and Sidewalk Rehabilitation Program.

Surface Water Utility Fund: The 2022 ending fund balance is $8.568 million more than the projected 2020 ending fund balance. Additional information can be found in the 2021-2026 Proposed Capital Improvement Plan section in this book. The 2018 Surface Water Master Plan identified several new capital projects as necessary to deliver the Proactive Management Strategy. These projects have been programmed in the 2021-2026 Proposed Capital Improvement Plan. It is anticipated that a bond will be issued in 2018 to provide funding for several capital projects.

Vehicle Operations Fund: The 2022 ending fund balance is $0.040 million less than the projected 2020 ending fund balance. This fund strives to maintain a minimum balance needed to fund a $40,000 contingency.

Equipment Replacement Fund: The 2022 ending fund balance is $0.678 million more than the projected 2020 ending fund balance. Funds are being accumulated for the future replacement of the City's fleet.

Unemployment Fund: 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

| Fund Name | Type of Debt | Purpose | Issue Date | Maturity Date | Total Amount Authorized | Interest Rate | Original Amount | Outstanding Debt 12/31/2019 | Outstanding Debt 12/31/2020 | Avg Annual Debt Service |
|---|---|---|---|---|---|---|---|---|---|---|
| | **General Obligation** | | | | | | | | | |
| Unltd. Tax GO Bond Fund 2006/2016 | Parks and Open Space | Acquition of Open Space & Improvments to Parks & Recreation Facilities | 12/2/2016 | 12/1/2021 | $7,595,000 | 1.02% - 1.72% | $7,595,000 | $2,760,000 | $1,113,000 | 1,691,837 |
| Ltd Tax GO Bond 2009/2019 | General Purpose Councilmanic Bonds - Limited Tax General Purpose | Pre-payment of the City's Administration Building | 11/6/2019 | 12/1/2039 | 15,490,000 | 3.00% - 6.4% | 15,490,000 | 15,490,000 | 15,015,000 | 1,096,355 |
| LTGO BAN Fund 2020 | General Purpose Councilmanic Bonds - Limited Tax General Purpose | Acquition of Open Space & Improvments to Parks & Recreation Facilities | 2/14/2020 | 12/1/2022 | $25,000,000 | 1.92% | $25,000,000 | $0 | $25,000,000 | 382,667 |
| Ltd Tax GO Bond 2013 | General Purpose Councilmanic Bonds - Limited Tax General Purpose | Purchase & Improvments of a Maintenance Facility | 8/21/2013 | 12/1/2033 | 3,565,000 | 3.75% | 3,565,000 | 2,775,000 | 2,620,000 | 259,063 |
| Sidewalk LTGO Bond | General Purpose Councilmanic Bonds - Limited Tax General Purpose | Sidewalk Expansion | 11/6/2019 | 12/1/2034 | $10,000,000 | 3.00% - 5.0% | $10,000,000 | $10,000,000 | $9,530,000 | 898,926 |
| | **Total General Obligation** | | | | **$61,650,000** | | **$61,650,000** | **$31,025,000** | **$53,278,000** | **$4,328,847** |
| | **Revenue Bond** | | | | | | | | | |
| Surface Water Utility Fund | Revenue Bond | Surface Water Utility Pipe Replacement Projects | 12/2/2016 | 12/1/2031 | 2,000,000 | 2.23% | 2,000,000 | 1,651,208 | 1,529,678 | 158,352 |
| Surface Water Utility Fund | Revenue Bond*** | Surface Water Utility Capitalization Projects | 12/1/2019 | 12/1/2033 | $500,000 | 3.35% | $500,000 | $229,046 | $4,100,000 | 131,207 |
| | **Total Revenue Bond** | | | | **$2,500,000** | | **$2,500,000** | **$1,880,254** | **$5,629,678** | **$289,559** |
| | **Public Works Trust Fund Loans** | | | | | | | | | |
| Surface Water Utility Fund | Trust Fund Loan | 3rd Avenue Drainage Improvements | 6/18/2001 | 7/1/2021 | $1,959,500 | 0.50% | $1,959,500 | $228,426 | $114,213 | $115,355 |
| Surface Water Utility Fund | Trust Fund Loan | Ronald Bog Drainage Improvements | 6/18/2001 | 7/1/2021 | 3,852,725 | 0.50% | 3,852,725 | 424,523 | 212,262 | 214,384 |
| | **Total Public Works Trust Fund Loans** | | | | **$5,812,225** | | **$5,812,225** | **$652,949** | **$326,475** | **$329,739** |
| | **Total Debt** | | | | **$69,962,225** | | **$69,962,225** | **$33,558,203** | **$59,234,153** | **$4,948,146** |

## General Obligation 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, voter approved sales taxes, 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.

### Municipal Debt Capacity

**2020 Assessed Valuation: $11,637,183,574**

| | General Purpose Debt | | | | Open Space, Parks, and Economic Development Facilities | | 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% | $174,557,754 | 2.50% | $290,929,589 | 2.50% | $290,929,589 | 2.50% | $290,929,589 | $1,047,346,522 |
| Less Councilmanic Debt | | 52,165,000 | | 52,165,000 | | N/A | | N/A | 104,330,000 |
| Less Voted Debt | | N/A | | 0 | | 1,113,000 | | 0 | 1,113,000 |
| Remaining Debt Capacity | | $122,392,754 | | $238,764,589 | | $289,816,589 | | $290,929,589 | $941,903,522 |

There are four types of General Obligation (GO) 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 2020 the City Council can levy up to $174,557,754, or 1.5%, of the City's estimated assessed value. Because the City currently has outstanding Councilmanic debt of $52,165,000, the remaining Councilmanic Debt Capacity for 2020 is $122,392,754.

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 $290,929,589 for 2020. Because the City currently has outstanding Councilmanic debt of $52,165,000 (as noted above) and General Purpose voted debt of $0 the remaining Voted Debt Capacity for 2020 is $238,764,589.

**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. Open Space, Parks, and Economic Development Facilities 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. An amount up to 2.5% of the City's estimated assessed value, less outstanding debt, can be levied or $289,816,589 for 2020.

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 $290,929,589 for 2020.

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

| Year Ending | Governmental Activities | |
|---|---|---|
| December 31 | Principal | Interest Rate |
| 2020 | $2,747,000 | $1,581,847 |
| 2021 | 2,283,000 | 1,586,037 |
| 2022 | 26,225,000 | 1,510,394 |
| 2023 | 1,280,000 | 971,207 |
| 2024 | 1,350,000 | 909,332 |
| 2025-2029 | 7,690,000 | 3,582,531 |
| 2030-2039 | 14,450,000 | 2,066,224 |
| Total | $56,025,000 | $12,207,572 |

## Revenue Bonds

The City currently has two Revenue Bonds, both of which are being used to fund improvements to the City's drainage facilities. These loans are the obligation of the Surface Water Utility Fund and are backed by the surface water fees collected from property owners and are considered in the City's general obligation debt and are not subject to the limitation of indebtedness calculation.
***The City anticipates a withdraw of $4.2 million in 2021, which will affect the debt service requirements annually.

The annual debt service requirements to maturity for the Revenue Bonds debt are as follows:

| Year Ending | Business Activities | |
|---|---|---|
| December 31 | Principal | Interest Rate |
| 2020 | $250,576 | 38,983 |
| 2021 | 124,240 | 34,112 |
| 2022 | 127,010 | 31,341 |
| 2023 | 129,842 | 28,509 |
| 2024 | 132,738 | 25,613 |
| 2025-2029 | 709,433 | 82,324 |
| 2030-2039 | 306,415 | 10,287 |
| Total | $1,780,254 | $251,170 |

## 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.

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

| Year Ending | Governmental Activities | |
|---|---|---|
| December 31 | Principal | Interest Rate |
| 2020 | 326,475 | 3,265 |
| 2021 | 326,475 | 1,632 |
| Total | $652,950 | $4,897 |

## 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.

# *City Council*

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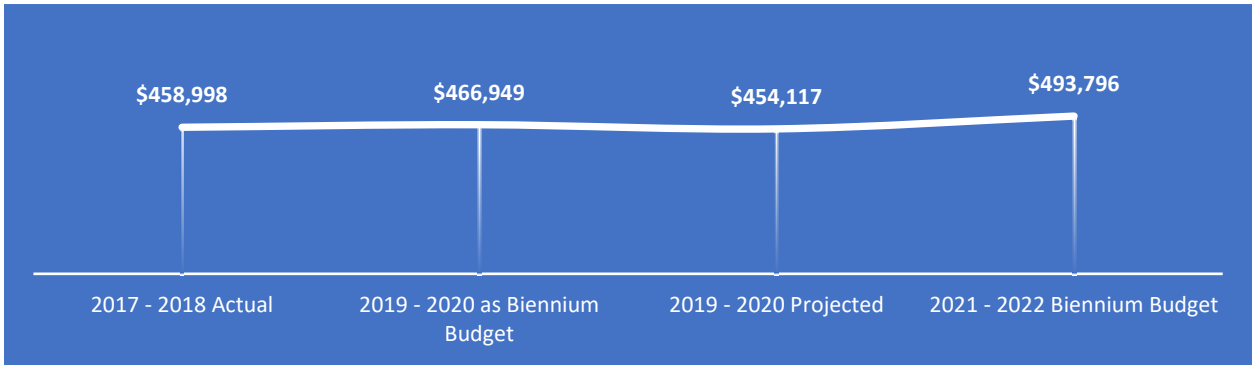
# City Council
# 2021-2022 Biennial Budget

## Department Mission Statement

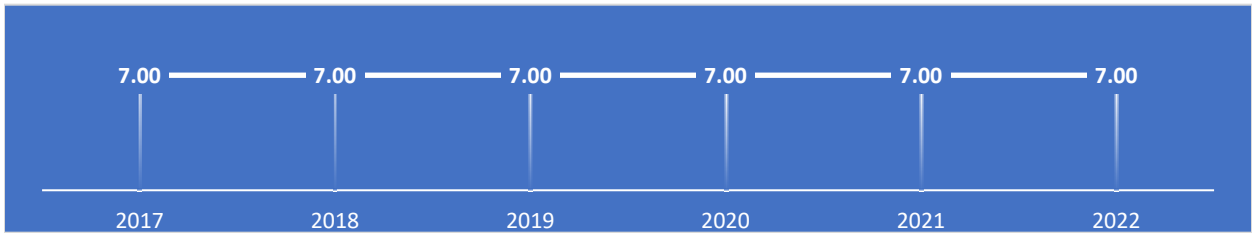
*The City Council is a representative body, comprised of seven citizens elected by the community to provide leadership to the organization and community. The Council seeks to maintain a healthy, vibrant, and attractive place to live and work by adopting policies that create and support the values and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

City Council

## Expenditure Comparison




## Staffing Trend




| Program | 2017 Actual | 2018 Actual | 2019 Actual | 2020 Budget | 2021 Budget | 2022 Budget | 2021 Changes | 2022 Changes |
|---|---|---|---|---|---|---|---|---|
| City Council | 7.00 | 7.00 | 7.00 | 7.00 | 7.00 | 7.00 | 0.00 | 0.00 |
| **Total Full-Time Equivalent Staff** | **7.00** | **7.00** | **7.00** | **7.00** | **7.00** | **7.00** | **0.00** | **0.00** |

## 2020 – 2022 CITY COUNCIL GOALS

**Goal No. 1:** Strengthen Shoreline's economic climate and opportunities

# City Council
# 2021-2022 Biennial Budget

**Goal No. 2:** Continue to deliver highly-valued public services through management of the City's infrastructure and stewardship of the natural environment

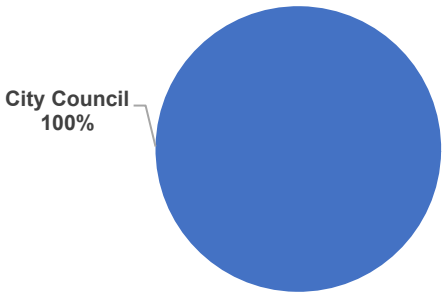
**Goal No. 3:** Continue preparation for regional mass transit in Shoreline

**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

## Expenditure by Program

| Expenditures by Program | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| City Council | $458,998 | $466,949 | $454,117 | $493,796 | $26,847 | 5.75% |
| **Total Expenditure** | **$458,998** | **$466,949** | **$454,117** | **$493,796** | **$26,847** | **5.75%** |



# City Council
# 2021-2022 Biennial Budget

## Revenue by Program

| Revenues by Program | 2015 - 2016 Biennial Actual | 2017 - 2018 Biennial Budget | 2017 - 2018 Biennial Estimate | 2019 - 2020 Biennial Budget | 2019 - 2020 vs. 2017 - 2018 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| City Council | $0 | $0 | $0 | $0 | $0 | 0.00% |
| **Total Operating Revenue** | **$0** | **$0** | **$0** | **$0** | **$0** | **0.00%** |
| **General Fund Subsidy** | **$458,998** | **$466,949** | **$454,117** | **$493,796** | **$26,847** | **5.75%** |
| **Total Resources** | **$458,998** | **$466,949** | **$454,117** | **$493,796** | **$26,847** | **5.75%** |

## Expenditure by Fund

| Expenditure By Fund | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| General Fund | $458,998 | $466,949 | $454,117 | $493,796 | $26,847 | 5.75% |
| **Total Expenditure** | **$458,998** | **$466,949** | **$454,117** | **$493,796** | **$26,847** | **5.75%** |

## Revenue by Fund

| Revenues By Fund | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| **Tota Revenues** | **$0** | **$0** | **$0** | **$0** | **$0** | **0.00%** |
| **Fund Subsidies** | | | | | | |
| General Fund | $458,998 | $466,949 | $454,117 | $493,796 | $26,847 | 5.75% |
| **TOTAL RESOURCES** | **$458,998** | **$466,949** | **$454,117** | **$493,796** | **$26,847** | **5.75%** |

## Expenditure by Type

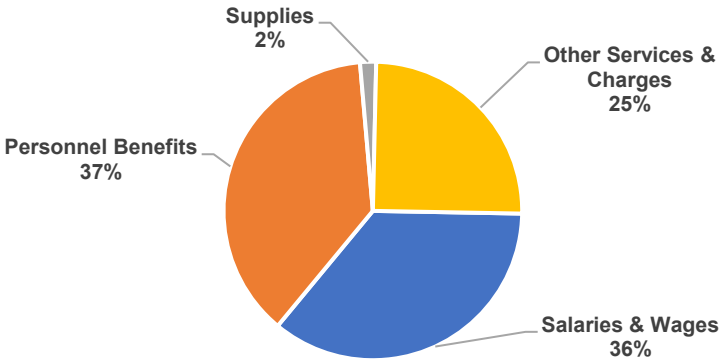
| Expenditure Category | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Salaries & Wages | $176,663 | $176,400 | $176,325 | $176,400 | $0 | 0.00% |
| Personnel Benefits | $181,234 | $186,200 | $186,684 | $185,796 | ($404) | (0.22%) |
| Supplies | $4,116 | $8,600 | $4,541 | $8,600 | $0 | 0.00% |
| Other Services & Charges | $96,985 | $95,749 | $86,554 | $123,000 | $27,251 | 28.46% |
| Intergovernmental Services | $0 | $0 | $13 | $0 | $0 | 0.00% |
| **Total Expenditures** | **$458,998** | **$466,949** | **$454,117** | **$493,796** | **$26,847** | **5.75%** |

# City Council
# 2021-2022 Biennial Budget

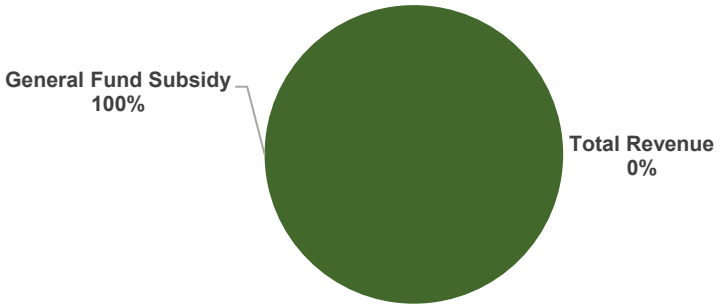
## Revenue by Type

| Revenue Category | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Total Revenue | $0 | $0 | $0 | $0 | $0 | 0.00% |
| General Fund Subsidy | $458,998 | $466,949 | $454,117 | $493,796 | $26,847 | 5.75% |
| Total Resources | $458,998 | $466,949 | $454,117 | $493,796 | $26,847 | 5.75% |

## Expenditures




## Revenues



## 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*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Percentage of residents who believe the City is moving in the right direction | 61% | 61% | 62% | 55% | 55% | 55% |
| Percentage of residents that are very / somewhat satisfied with the overall quality of leadership of elected officials | 48% | 100% | 54% | 53% | 53% | 53% |
| Percentage of residents rating Shoreline as an excellent / good place to live | 93% | 93% | 92% | 91% | 91% | 91% |
| Satisfaction with the overall image of the City of Shoreline | 77% | 77% | 78% | 74% | 74% | 74% |

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# *City Manager's Office*

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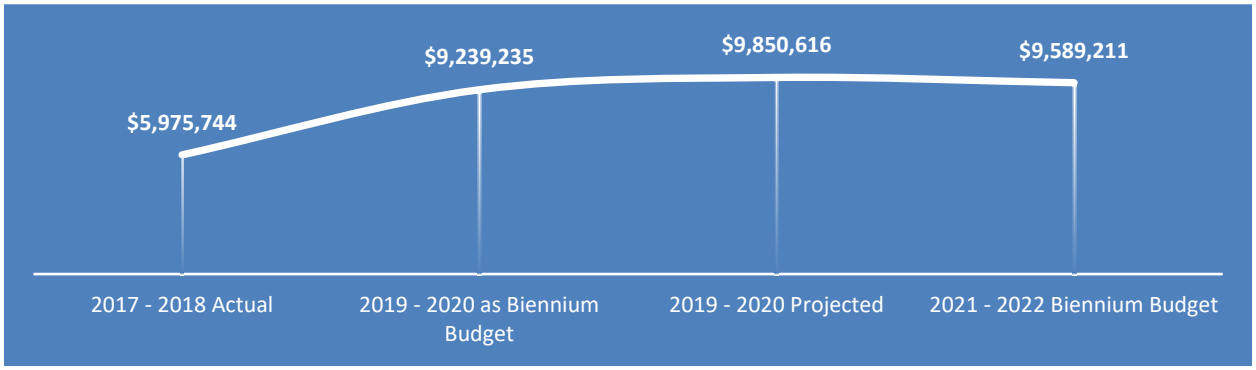
# City Manager's Office
# 2021-2022 Biennial Budget

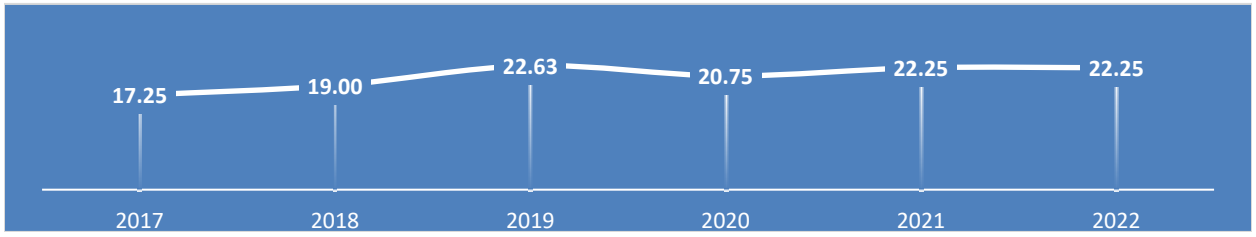
## Department Mission Statement

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

## Expenditure Comparison




## Staffing Trend




| Program | 2017 Actual | 2018 Actual | 2019 Actual | 2020 Budget | 2021 Budget | 2022 Budget | 2021 Changes | 2022 Changes |
|---|---|---|---|---|---|---|---|---|
| City Manager's Office | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 | 0.00 | 0.00 |
| Light Rail Stations | 4.25 | 5.25 | 4.88 | 3.00 | 3.50 | 3.50 | 0.50 | 0.00 |
| Property Management | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| City Clerks Office | 4.00 | 4.75 | 4.75 | 4.75 | 4.75 | 4.75 | 0.00 | 0.00 |
| Communications | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 0.00 | 0.00 |
| Government Relations | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 | 0.00 |
| Economic Development | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 | 0.00 |
| CECRT | 0.00 | 0.00 | 5.00 | 5.00 | 5.00 | 5.00 | 0.00 | 0.00 |
| **Total Full-Time Equivalent Staff** | **17.25** | **19.00** | **23.63** | **21.75** | **22.25** | **22.25** | **0.50** | **0.00** |

## 2019-2020 Council Goals and Work Plan Accomplishments

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

- Continued to implement Community Renewal Plan for Shoreline Place, including executing a development agreement with a primary property owner at Shoreline Place.
- Established $500,000 COVID-19 Shoreline Small Business Support Program providing emergency relief funding of up to $20,000 to 35 businesses.
- Distributed mailings, developed and maintained webpage of resources, and initiated weekly email newsletter to Shoreline businesses regarding City measures to support recovery from COVID-19 economic impacts.
- Provided local review and recommendations to Governor Inslee for Working Washington Grant Program emergency funding awardees.
- Streamlined filmmaking permitting process resulting in increase from two productions, including one feature-length film in 2018, to 11 productions, including four feature-length films in 2019.

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

- Continued to implement the Parks and Recreation Open Space Plan including proposing the Shoreline Aquatics, Recreation, and Community Center/ Parks Bond Measure to the voters.
- Continued to implement the City's priority environmental strategies, including achieving the Salmon Safe Certification.
- Continued to work on the full assumption of the Ronald Wastewater District in collaboration with the District Board.

**Goal 3: Prepare for two Shoreline light rail stations**

- Approved the Light Rail Project Special Use Permit and 200th Street Critical Area Special Use Permit.
- Reviewed and issued most Lynnwood Link Extension Project ROW, site development, and building construction permits.
- Processed and authorized intergovernmental property transfers and street vacation petitions for areas of City ROW proposed for light rail guideway or station sites.
- Continued to provide daily project inspections and timely reviews of construction phase revisions and deferred submittals.

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

- Conducted City's biennial Resident Satisfaction Survey.
- Continued to implement City's Diversity and Inclusion Plan, including providing implicit bias training to all staff.
- Conducted the Community Bridge Program.
- Worked with project managers to expand the reach of their communications through translations and by utilizing interpreters.
- Worked with project managers on how to develop more inclusive community engagement.
- Implemented gender neutral language in city documents (i.e. municipal code, rules of procedures, and employee handbook).

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

- Continued conducting on-going crime prevention meetings throughout community.

- Continued to conduct the Shoreline Police-Community Response Operations Team to identify and focus on public safety, code enforcement, and homelessness response.
- Continued to implement Response Awareness De-escalation and Referral (RADAR) with focus on mental health navigation and supports.
- Began a process to identify the siting of an enhanced shelter for single adults experiencing homelessness in North King County.

## 2021-2022 Council Goals and Work Plan Objectives

**Goal 1: Strengthen Shoreline's economic climate and opportunities**

- Continue implementing Electronic Plan Review.
- Continue to conduct business outreach by interviewing local companies and developing a database of information to assess the needs and steps necessary for a COVID-19 recovery.

**Goal 2: Continue to deliver highly valued public services through management of the City's infrastructure and stewardship of the natural environment**

- Continue to implement conditions required for Salmon-Safe Certification.
- Complete the design for the 175th Street Corridor Project.
- Complete construction of Westminster and 155th Street Intersection Improvements.

**Goal 3: Continue preparation for regional mass transit in Shoreline**

- Continue coordinating with Sound Transit to review and issue revisions and ancillary permits for the City's two light rail stations and related infrastructure.
- Support coordination between Sound Transit, City capital projects, and private redevelopment projects close to the Lynnwood Like Extension Project to align project improvements within the City ROW and to minimize conflicts between projects during construction.
- Coordinate and support construction of Lynnwood Link Extension project in Shoreline.

**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.
- Implement Diversity and Inclusion training for Council, and members of Boards and Commissions.
- Continue engaging in efforts to reduce homelessness on a regional and local level.
- Increase efforts to engage communities of color and other communities that may have been left out of public engagement efforts in the past.
- Work to make sure all public information is written in plain language and is accessible.

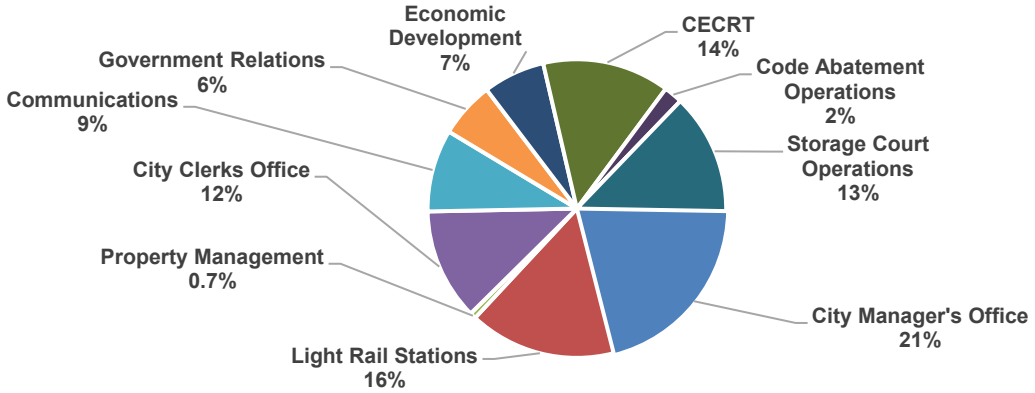
**Goal 5: Promote and enhance City's safe community and neighborhood programs and initiatives**

- Shoreline Police-Community Response Operations Team will continue to work with members of the Police Department, CECRT, and RCCS to coordinate cross-departmental solutions related to public safety, code enforcement, and homelessness response.
- Continue coordinating information and resources to address crime trends.
- Continue communicating public safety and crime prevention tips through City's different communication channels.
- Develop a North King County Task Force to include reps from interested city and community-based organization partners.

# City Manager's Office
# 2021-2022 Biennial Budget

## Expenditure by Program

| Expenditures by Program | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| City Manager's Office | $1,774,785 | $1,937,857 | $1,934,999 | $2,059,802 | $121,945 | 6.29% |
| Light Rail Stations | $1,232,573 | $2,245,214 | $2,588,440 | $1,578,834 | ($666,380) | (29.68%) |
| Property Management | $14,784 | $14,784 | $46,920 | $67,260 | $52,476 | 354.95% |
| City Clerks Office | $951,317 | $1,110,781 | $1,079,551 | $1,201,363 | $90,582 | 8.15% |
| Communications | $751,465 | $790,714 | $758,653 | $885,339 | $94,625 | 11.97% |
| Government Relations | $452,501 | $517,580 | $530,335 | $600,625 | $83,045 | 16.04% |
| Economic Development | $764,989 | $658,158 | $1,160,971 | $666,495 | $8,337 | 1.27% |
| Highland Park Center | $33,330 | $44,554 | $38,866 | $0 | ($44,554) | (100.00%) |
| CECRT | $0 | $1,336,927 | $1,299,214 | $1,369,493 | $32,566 | 2.44% |
| Code Abatement Operations | $0 | $200,000 | $30,000 | $200,000 | $0 | 0.00% |
| Storage Court Operations | $0 | $2,617,334 | $652,934 | $1,299,500 | ($1,317,834) | (50.35%) |
| **Total Expenditure** | **$5,975,744** | **$11,473,903** | **$10,120,884** | **$9,928,711** | **($1,545,192)** | **(13.47%)** |




## Revenue by Program

| Revenues by Program | 2015 - 2016 Biennial Actual | 2017 - 2018 Biennial Budget | 2017 - 2018 Biennial Estimate | 2019 - 2020 Biennial Budget | 2019 - 2020 vs. 2017 - 2018 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Light Rail Stations | $1,125,848 | $2,288,681 | $2,628,625 | $1,470,821 | ($817,860) | (35.73%) |
| Property Management | $0 | $0 | $7,095 | $56,028 | $56,028 | 0.00% |
| City Clerks Office | $410,964 | $14,650 | $7,661 | $6,500 | ($8,150) | (55.63%) |
| Government Relations | $0 | $0 | $55 | $0 | $0 | 0.00% |
| Economic Development | $91,486 | $55,000 | $553,986 | $0 | ($55,000) | (100.00%) |
| Highland Park Center | $117,885 | $119,092 | $120,836 | $0 | ($119,092) | (100.00%) |
| Code Abatement Operations | $8,987 | $200,000 | $36,550 | $60,000 | ($140,000) | (70.00%) |
| Storage Court Operations | $0 | $3,000,000 | $1,035,600 | $2,259,500 | ($740,500) | (24.68%) |
| **Total Operating Revenue** | **$1,755,169** | **$5,677,423** | **$4,390,408** | **$3,852,849** | **($1,824,574)** | **(32.14%)** |
| **General Fund Subsidy** | **$4,229,562** | **$5,656,480** | **$5,737,025** | **$5,935,862** | **$279,382** | **4.94%** |
| **Use/(Provision) of Fund Balance:** | **($8,987)** | **$140,000** | **($6,550)** | **$140,000** | **$0** | **0.00%** |
| Code Abatement | ($8,987) | $140,000 | ($6,550) | $140,000 | $0 | 0.00% |
| **Total Resources** | **$5,975,744** | **$11,473,903** | **$10,120,884** | **$9,928,711** | **($1,545,192)** | **(13.47%)** |

# City Manager's Office
# 2021-2022 Biennial Budget

## Expenditure by Fund

| Expenditure By Fund | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| General Fund | $5,975,744 | $11,273,903 | $10,090,884 | $9,728,711 | ($1,545,192) | (13.71%) |
| Code Abatement | $0 | $200,000 | $30,000 | $200,000 | $0 | 0.00% |
| **Total Expenditure** | **$5,975,744** | **$11,473,903** | **$10,120,884** | **$9,928,711** | **($1,545,192)** | **(13.47%)** |

## Revenue by Fund

| Revenues By Fund | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| General Fund | $1,746,182 | $2,477,423 | $3,318,258 | $1,533,349 | ($944,074) | (38.11%) |
| Code Abatement | $8,987 | $60,000 | $36,550 | $60,000 | $0 | 0.00% |
| **Tota Revenues** | **$1,755,169** | **$2,537,423** | **$3,354,808** | **$1,593,349** | **($1,815,269)** | **(71.54%)** |
| **Fund Subsidies** | | | | | | |
| General Fund | $4,229,562 | $8,796,480 | $6,772,625 | $8,195,362 | ($601,118) | (6.83%) |
| Code Abatement | ($8,987) | $140,000 | ($6,550) | $140,000 | $0 | 0.00% |
| **TOTAL RESOURCES** | **$5,975,744** | **$11,473,903** | **$10,120,884** | **$9,928,711** | **($1,545,192)** | **(13.47%)** |

## Expenditure by Type

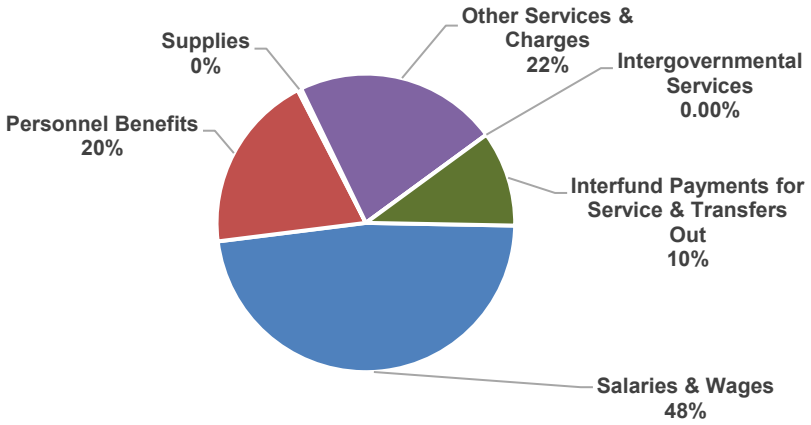
| Expenditure Category | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Salaries & Wages | $3,242,837 | $4,496,356 | $4,527,850 | $4,578,465 | $82,109 | 1.83% |
| Personnel Benefits | $1,270,247 | $1,729,928 | $1,717,132 | $1,863,917 | $133,989 | 7.75% |
| Supplies | $52,364 | $52,501 | $30,548 | $37,550 | ($14,951) | (28.48%) |
| Other Services & Charges | $1,405,351 | $2,511,500 | $3,092,734 | $2,118,455 | ($393,045) | (15.65%) |
| Intergovernmental Services | $2,649 | $250 | $35,849 | $100 | ($150) | (60.00%) |
| Interfund Payments for Service & Transfers Out | $2,296 | $448,700 | $446,503 | $990,724 | $542,024 | 120.80% |
| **Total Expenditures** | **$5,975,744** | **$9,239,235** | **$9,850,616** | **$9,589,211** | **$349,976** | **3.79%** |

# City Manager's Office
# 2021-2022 Biennial Budget

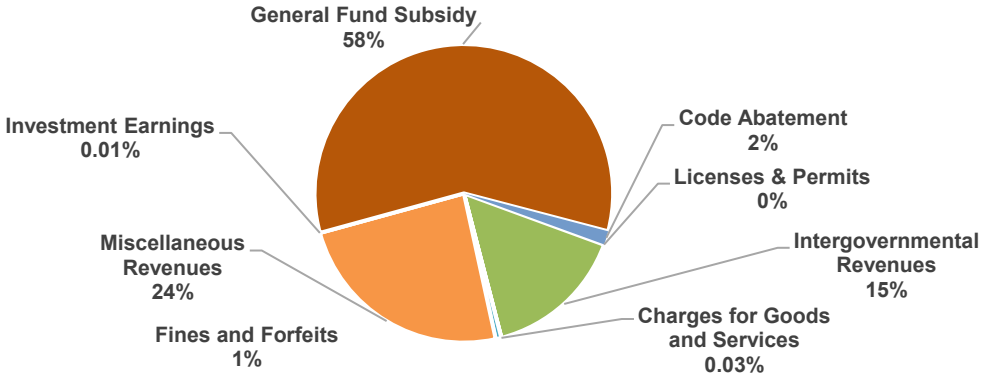
## Revenue by Type

| Revenue Category | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Taxes | $0 | $0 | $55 | $0 | $0 | 0.00% |
| Licenses & Permits | $405,966 | $12,250 | $5,292 | $4,100 | ($8,150) | (66.53%) |
| Intergovernmental Revenues | $1,221,434 | $2,343,681 | $3,182,611 | $1,470,821 | ($872,860) | (37.24%) |
| Charges for Goods and Services | $872 | $2,400 | $2,507 | $2,400 | $0 | 0.00% |
| Fines and Forfeits | $0 | $0 | $6,550 | $58,900 | $58,900 | 0.00% |
| Miscellaneous Revenues | $126,898 | $3,177,992 | $1,192,843 | $2,315,528 | ($862,464) | (27.14%) |
| Investment Earnings | $0 | $1,100 | $550 | $1,100 | $0 | 0.00% |
| **Total Revenue** | **$1,755,169** | **$5,537,423** | **$4,390,408** | **$3,852,849** | **($1,684,574)** | **(30.42%)** |
| **General Fund Subsidy** | **$4,229,562** | **$3,701,812** | **$5,466,757** | **$5,596,362** | **$1,894,550** | **51.18%** |
| **Code Abatement** | **($8,987)** | **$0** | **($6,550)** | **$140,000** | **$140,000** | **0.00%** |
| **Total Resources** | **$5,975,744** | **$9,239,235** | **$9,850,616** | **$9,589,211** | **$349,976** | **3.79%** |

## Expenditures




## Revenues




*Some Programs are projecting expenditures exceeding budget for the 2019-2020 Biennium as a result of unbudgeted COVID-19 related costs. These costs are anticipated to be fully reimbursed through FEMA or Cares Act funding, and there is adequate budget appropriation at the fund level to cover the expenditures due to other programmatic and project related cost savings.

# City Manager's Office
# 2021-2022 Biennial Budget

## Budget Changes

Each budget cycle, staff removes any one-time items included in the previous adopted budget. Staff also makes slight modifications to account for ongoing changes and increasing costs. Below is a summary of major budget changes associated with supplemental requests, projects, and other programmatic shifts.

### Expenditures

### One-Time Supplementals:

Lightrail Stations:

- Shoreline North/185th Pedestrian Bridge partnership commitment: $100,000 (non-revenue backed)

### Ongoing Changes

- No Major Changes

### Staffing Changes

Lightrail Stations:

- The 2021-2022 proposed biennial budget reflects the following changes to positions permitting and coordinating the Lynnwood Link Extension Light Rail Project. Most are term-limited positions. Funding is provided via an agreement with Sound Transit:
    - Administrative Assistant II: Reduced from 0.75 FTE in 2020 to 0.50 FTE in 2021.
    - Senior Planner: Eliminated 1.00 FTE in 2021

## CITY MANAGER'S OFFICE

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

| ***EFFECTIVENESS*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Percent of residents who are very / somewhat satisfied with the overall quality of services provided by the City | 67% | 67% | 69% | 64% | 64% | 64% |
| Percentage of employees who have a clear understanding of City's mission, goals, and organizational values | 96% | 96% | 96% | 89% | 90% | 90% |
| Percentage of residents that say, "I trust the City of Shoreline to spend my tax dollars responsibly." | 66% | 66% | 66% | 66% | 66% | 66% |
| Percentage of residents who are very / somewhat satisfied with the effectiveness of the City Manager and City staff | 50% | 50% | 57% | 57% | 57% | 57% |
| ***EFFICIENCY*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
| Total average process time to respond to citizen letters or emails (calendar days) | 10 | 10 | 7.2 | 10.2 | 10 | 10 |
| Number of regular City employees per 1,000 population | 3.05 | 3.21 | 3.46 | 3.30 | 3.34 | 3.34 |
| Support service costs as a percentage of the City's operating expenditures | 15.7% | 13.5% | 9.9% | 12.8% | 9.4% | 9.8% |
| Operating expenditures per capita (actual $) | $730 | $823 | 758 | 799 | 754 | 781 |
| Operating expenditures per capita adjusted for inflation (2000 as base) | $496 | $555 | 552 | 514 | 476 | 489 |

## 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*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Percentage of residents who are very / somewhat satisfied with enforcement of graffiti removal from private properties | 43% | 45% | 44% | 37% | 37% | 37% |
| Percentage of residents who are very / somewhat satisfied with enforcing clean-up of garbage / junk / debris on private property | 39% | 41% | 37% | 31% | 31% | 31% |
| Percentage of residents who are very / somewhat satisfied with enforcing removal of abandoned / junk autos | 38% | 38% | 38% | 31% | 31% | 31% |

| ***WORKLOAD*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Number of service requests for litter / garbage | 246 | 200 | 241 | 130 | 130 | 130 |
| Number of service requests | 1,458 | 1500 | 4004 | 3000 | 3000 | 3000 |
| Number of service requests for parking / abandoned vehicles | 638 | 500 | 744 | 400 | 600 | 600 |
| Number of service requests for vandalism / graffiti | 102 | 150 | 346 | 150 | 150 | 150 |

## 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*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Percentage of residents who are very / somewhat satisfied with the quality of the content on City's website | 50% | 52% | 55% | 50% | 50% | 50% |
| Percentage of residents who are very / somewhat satisfied with the quality of the City's newsletter, "CURRENTS" | 70% | 72% | 74% | 71% | 71% | 71% |

| ***INPUT*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Percentage of residents who are very / somewhat satisfied with the quality of City's social media | 44% | 44% | 47% | 42% | 42% | 42% |

## 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*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Sales Tax Per Capita | $151.19 | $151.82 | $198.82 | $146.74 | $152.97 | $159.19 |
| Total number of businesses with a City of Shoreline license located in city limits | 2,740 | 2,740 | 5,550 | 6,045 | 6,584 | 7,172 |

## 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*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Percentage of external customers who rate the City Clerk's public disclosure process as very good or excellent | 100% | 99% | 100% | 100% | 100% | 100% |

| ***WORKLOAD*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Number of public records requests processed | 344 | 340 | 344 | 300 | 340 | 340 |
| Number of specialty business licenses issued | 59 | 60 | 26 | 17 | 17 | 17 |
| Number of contracts and property records, agreements processed, recorded, and / or filed | 424 | 400 | 374 | 254 | 400 | 400 |

# *Human Resources*

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# Human Resources
# 2021-2022 Biennial 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.*

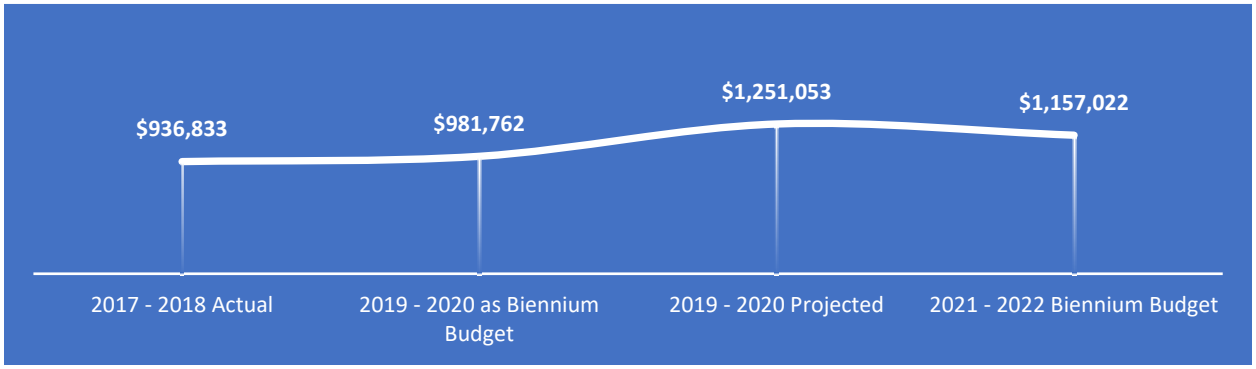

Human Resources

Donald Moritz

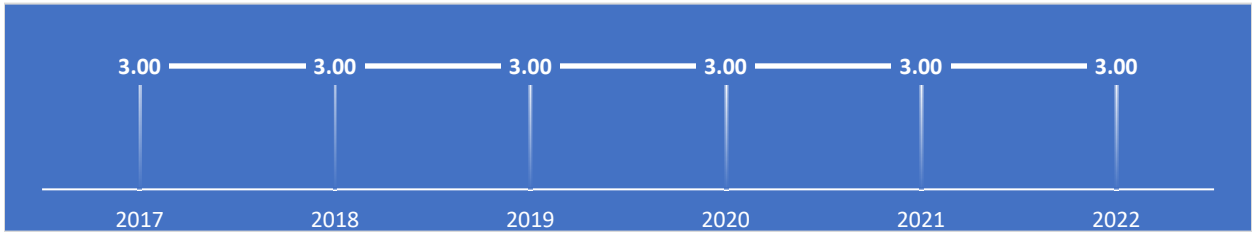
Director

(206) 801-2241


## Expenditure Comparison




## Staffing Trend




| Program | 2017 Actual | 2018 Actual | 2019 Actual | 2020 Budget | 2021 Budget | 2022 Budget | 2021 Changes | 2022 Changes |
|---|---|---|---|---|---|---|---|---|
| Human Resources Services | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 0.00 | 0.00 |
| **Total Full-Time Equivalent Staff** | **3.00** | **3.00** | **3.00** | **3.00** | **3.00** | **3.00** | **0.00** | **0.00** |

## 2019-2020 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.

# Human Resources
# 2021-2022 Biennial Budget

## 2019 Operational Accomplishments

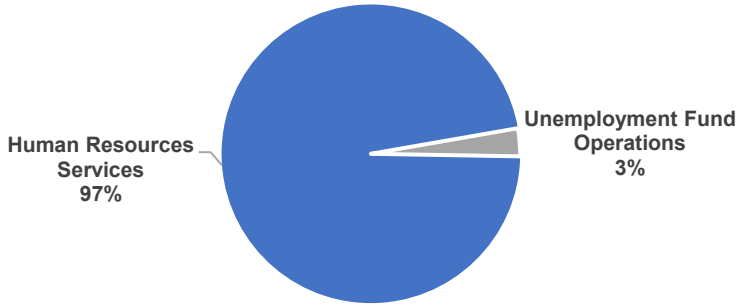
- Conducted over 88 recruitments that resulted in 137 job placements.
- Achieved 2% discount on health insurance premiums through Well City Award.
- Completed an I-9 Audit and correction.
- Added Diversity & Inclusion element to job announcements, classification specification and performance planning process for supervisors/managers.
- Implemented a 1- & 3-month new employee check-in with the HR Director (retention strategy).
- Updated several key organizational policies.
- Conducted three Management Quarterly meetings/trainings.
- Created a leave benefits summary reference document for employees to assist in navigating the complexities of the different leaves available to employees.
- Streamlined the Extra Help recruitment, hiring and onboarding processes for the Parks, Recreation and Cultural Services and Public Works Departments.
- Responded to a PERC union representative petition and established collective bargaining processes for initial CBA with Teamsters 763.

## 2020 Operational Accomplishments

- Revised and implemented several new, key organizational polices.
- Initiated collective bargaining process and reached tentative agreement on several CBA articles.
- Responded to and set up protocols for managing COVID-19 pandemic.

## Expenditure by Program

| Expenditures by Program | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Human Resources Services | $917,430 | $946,762 | $964,127 | $1,122,022 | $175,260 | 18.51% |
| Unemployment Fund Operations | $19,403 | $35,000 | $286,926 | $35,000 | $0 | 0.00% |
| **Total Expenditure** | **$936,833** | **$981,762** | **$1,251,053** | **$1,157,022** | **$175,260** | **17.85%** |



# Human Resources
# 2021-2022 Biennial Budget

## Revenue by Program

| Revenues by Program | 2015 - 2016 Biennial Actual | 2017 - 2018 Biennial Budget | 2017 - 2018 Biennial Estimate | 2019 - 2020 Biennial Budget | 2019 - 2020 vs. 2017 - 2018 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Human Resources Services | $113 | $1,000 | $4,174 | $1,000 | $0 | 0.00% |
| Unemployment Fund Admin Key | $1,737 | $35,000 | $228,730 | $35,000 | $0 | 0.00% |
| **Total Operating Revenue** | **$1,850** | **$36,000** | **$232,903** | **$36,000** | **$0** | **0.00%** |
| **General Fund Subsidy** | **$917,317** | **$910,762** | **$959,953** | **$1,121,022** | **$210,260** | **23.09%** |
| **Use/(Provision) of Fund Balance:** | **$17,666** | **$35,000** | **$58,196** | **$0** | **($35,000)** | **(100.00%)** |
| Unemployment Expenses | $17,666 | $35,000 | $58,196 | $0 | ($35,000) | (100.00%) |
| **Total Resources** | **$936,833** | **$981,762** | **$1,251,053** | **$1,157,022** | **$175,260** | **17.85%** |

## Expenditure by Fund

| Expenditure By Fund | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| General Fund | $917,430 | $946,762 | $964,127 | $1,122,022 | $175,260 | 18.51% |
| Unemployment Fund | $19,403 | $35,000 | $286,926 | $35,000 | $0 | 0.00% |
| **Total Expenditure** | **$936,833** | **$981,762** | **$1,251,053** | **$1,157,022** | **$175,260** | **17.85%** |

## Revenue by Fund

| Revenues By Fund | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| General Fund | $113 | $1,000 | $4,174 | $1,000 | $0 | 0.00% |
| Unemployment Fund | $1,737 | $0 | $228,730 | $35,000 | $35,000 | 0.00% |
| **Tota Revenues** | **$1,850** | **$1,000** | **$232,903** | **$36,000** | **$35,000** | **3500.00%** |
| **Fund Subsidies** | | | | | | |
| General Fund | $917,317 | $945,762 | $959,953 | $1,121,022 | $175,260 | 18.53% |
| Unemployment Fund | $17,666 | $35,000 | $58,196 | $0 | ($35,000) | (100.00%) |
| **TOTAL RESOURCES** | **$936,833** | **$981,762** | **$1,251,053** | **$1,157,022** | **$175,260** | **17.85%** |

## Expenditure by Type

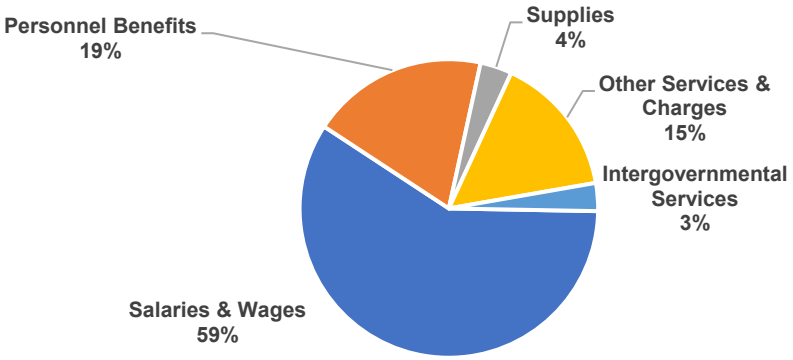
| Expenditure Category | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Salaries & Wages | $619,724 | $630,930 | $649,425 | $682,308 | $51,378 | 8.14% |
| Personnel Benefits | $209,672 | $225,946 | $216,554 | $221,888 | ($4,058) | (1.80%) |
| Supplies | $29,297 | $38,822 | $30,326 | $39,722 | $900 | 2.32% |
| Other Services & Charges | $58,725 | $51,064 | $67,714 | $178,104 | $127,040 | 248.79% |
| Intergovernmental Services | $19,415 | $35,000 | $287,035 | $35,000 | $0 | 0.00% |
| **Total Expenditures** | **$936,833** | **$981,762** | **$1,251,053** | **$1,157,022** | **$175,260** | **17.85%** |

# Human Resources
# 2021-2022 Biennial Budget

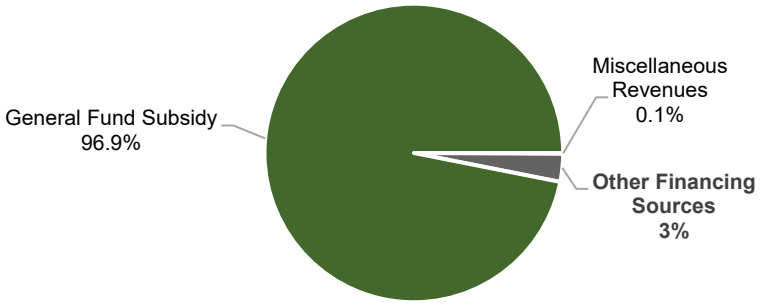
## Revenue by Type

| Revenue Category | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Budgeted Use of Fund Balance | $0 | $35,000 | $0 | $0 | ($35,000) | (100.00%) |
| Miscellaneous Revenues | $113 | $1,000 | $4,174 | $1,000 | $0 | 0.00% |
| Other Financing Sources | $0 | $0 | $227,650 | $35,000 | $35,000 | 0.00% |
| Investment Earnings | $1,737 | $0 | $1,080 | $0 | $0 | 0.00% |
| **Total Revenue** | **$1,850** | **$1,000** | **$232,903** | **$36,000** | **$17,000** | **1700.00%** |
| **General Fund Subsidy** | **$934,983** | **$980,762** | **$1,018,149** | **$1,121,022** | **$140,260** | **14.30%** |
| **Total Resources** | **$936,833** | **$981,762** | **$1,251,053** | **$1,157,022** | **$175,260** | **17.85%** |

## Expenditures




## Revenues



# Human Resources
# 2021-2022 Biennial Budget

*Some Programs are projecting expenditures exceeding budget for the 2019-2020 Biennium as a result of unbudgeted COVID-19 related costs. These costs are anticipated to be fully reimbursed through FEMA or Cares Act funding, and there is adequate budget appropriation at the fund level to cover the expenditures due to other programmatic and project related cost savings.

## Budget Changes

Each budget cycle, staff removes any one-time items included in the previous adopted budget. Staff also makes slight modifications to account for ongoing changes and increasing costs. Below is a summary of major budget changes associated with supplemental requests, projects, and other programmatic shifts.

### Expenditures

### One-Time Supplementals

- Compensation Study ($50,000)
- Collective Bargaining – Successor Agreement ($15,000)

### Ongoing Changes

- No Major Changes

### Staffing Changes

- No Major Changes

## 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*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Percentage of regular staff who terminated employment during the year | 14% | 9.0% | 12% | 10% | 12% | 10% |
| Percentage of employees who would recommend working for the City to a friend | 89% | 89% | 87% | 87% | 87% | 87% |
| 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 | 77% | 77% | 73% | 72% | 73% | 73% |
| ***EFFICIENCY*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
| Ratio of human resources FTE's to total benefitted FTE's | 1:55.1 | 1:57.8 | 1:62.3 | 1:62.6 | 1:64.9 | 1:63.5 |
| Average number of working days for external recruitment (PT / FT) | 40 | 40 | 70 | 52 | 50 | 50 |
| ***WORKLOAD*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
| Number of position recruitments conducted (FT, PT, EH) | 50 | 50 | 95 | 48 | 60 | 60 |

# *City Attorney*

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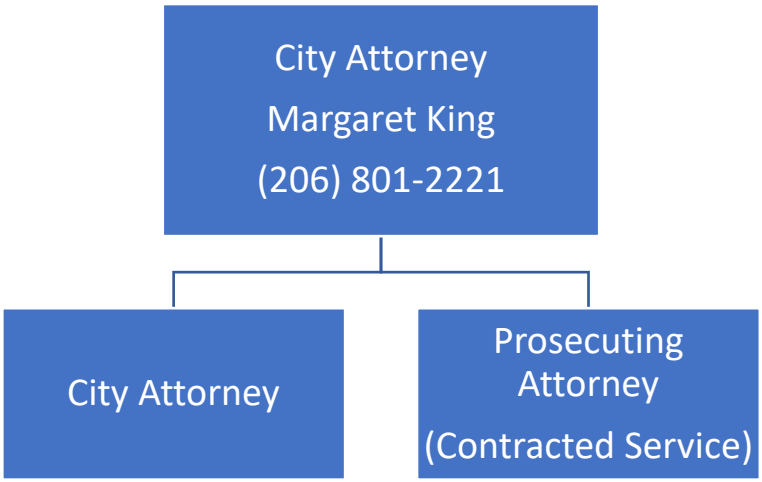
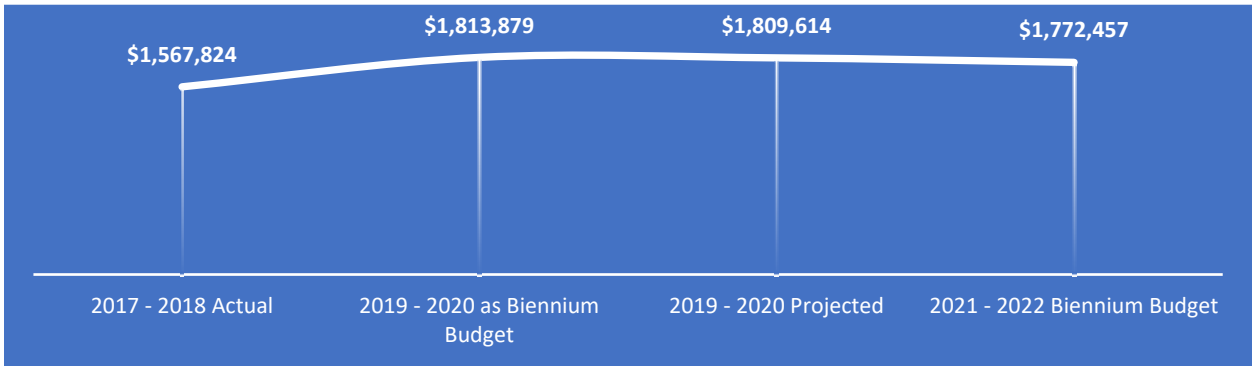
# City Attorney
# 2021-2022 Biennial Budget

## Department Mission Statement

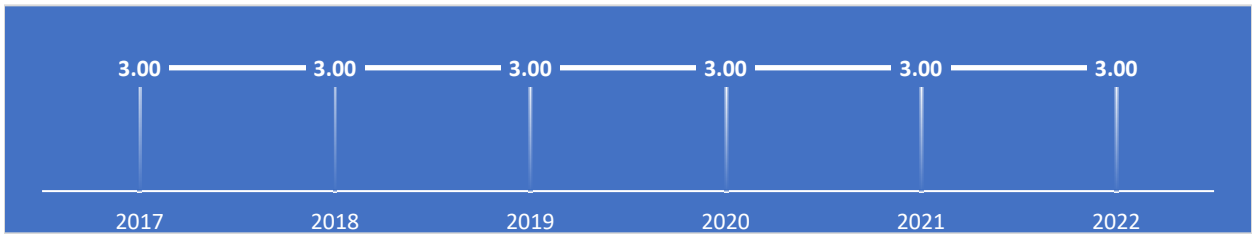
*The City Attorney provides accurate and timely legal advice to the Council, City Manager, City departments, and boards and commissions to improve effectiveness and minimize risk of City operations. The City Attorney prosecutes misdemeanor and infraction violations of the Municipal Code.*




## Expenditure Comparison




## Staffing Trend




| Program | 2017 Actual | 2018 Actual | 2019 Actual | 2020 Budget | 2021 Budget | 2022 Budget | 2021 Changes | 2022 Changes |
|---|---|---|---|---|---|---|---|---|
| City Attorney | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 0.00 | 0.00 |
| **Total Full-Time Equivalent Staff** | **3.00** | **3.00** | **3.00** | **3.00** | **3.00** | **3.00** | **0.00** | **0.00** |

# City Attorney
# 2021-2022 Biennial Budget

## 2019–2020 Council Goals and Work Plan Accomplishments

**Goal 1: Strengthen Shoreline's economic climate and opportunities**

- Amended Shoreline Municipal code to include latecomer reimbursement agreements to capture costs and promote construction of Westminster Way North and N 155th Street Intersection improvements.
- Drafted and entered into phasing agreements to coordinate and reduce costs and impacts to the public by coordinating multiple private and public projects and reducing the construction window for Westminster Way North and N 155th Street.
- Negotiated Development Agreement with developer for Aurora Square.
- Drafted bond language for sales tax for funding new sidewalks and repairs.

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

- Provided legal support to Parks regarding planning and property acquisition for aquatic center.
- Provided legal support for sale of surplus property (former police station).
- Represented the City's interests in hearing before the King County Superior Court, and the Court of Appeals in relation to BSRE's application for development of Point Wells area, as well as an appeal before the Growth Management Hearings Board and Snohomish County Superior Court.

**Goal 3: Prepare for two Shoreline light rail stations**

- Continued to negotiate or amend agreements with Sound Transit in relation to light rail and BRT.
- Advised on implementation and additional code amendments necessary as a result of the adopted N 185th Street and N 145th Street Station Subarea Plans.
- Provided legal support to 185th Street Multimodal Corridor Study between Aurora Avenue N and 10th Avenue NE.
- Advised staff and appeared before the Hearing Examiner for Sound Transit Conditional Use Permit.
- Advised staff on right-of-way vacation issues and process for light rail corridor.

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

- Reviewed city policies and code provisions regarding issues related to equity and inclusion issues.
- Attended multiple equity and bias trainings.
- Supported implementation of community court.

## 2021 – 2022 Council Goals and Work Plan Objectives

**Goal 1: Strengthen Shoreline's economic climate and opportunities**

- Provide legal support in review of the City's development regulations in relation to ground floor commercial requirements and/or incentives in certain areas of non-residential zones.
- Provide support for the continued construction of the Westminster Way North and N 155th Street Intersection improvements and the adoption and implementation of revised signage requirements.

- Provide support for CARES Act funding for reimbursement for business interruption related to COVID-19.

**Goal 2: Continue to deliver highly valued public services through management of the City's infrastructure and stewardship of the natural environment**

- Provide legal support for update of Transportation Master Plan in relation to inclusion of a multi-modal level of service, concurrency, and Transportation Impact Fees.
- Provide legal support for the Comprehensive Plan update.
- Provide legal support to complete the assumption of the Ronald Wastewater District.
- Provide legal support for acquisition of property for parks.

**Goal 3: Continue preparation for regional mass transit in Shoreline**

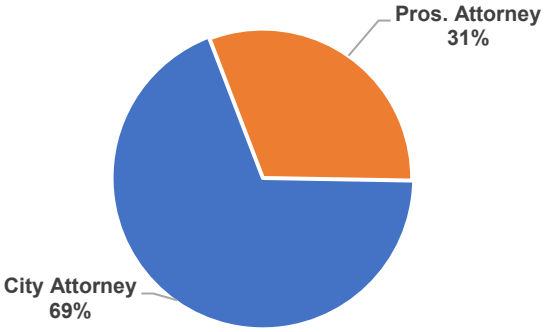
- Draft agreements in relation to funding, design, and construction of 145th Street and Interstate-5 interchange improvements and 145th Street corridor improvements with Sound Transit and WSDOT.
- Provide legal support to staff for permitting phase of the Lynnwood Link Extension Project.

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

- Provide legal support for issues related to equity and inclusion.
- Continue with departmental diversity, inclusion, equity, and bias training.
- Work with staff to ensure continued compliance with federal and state anti-discrimination laws, including Title VI of the Civil Rights Act, the Civil Rights Restoration Act, Title II of the Americans with Disabilities Act, and Washington's Law Against Discrimination.
- Continue to support Community Court.

## Expenditure by Program

| Expenditures by Program | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| City Attorney | $1,176,390 | $1,302,958 | $1,312,804 | $1,221,279 | ($81,679) | (6.27%) |
| Pros. Attorney | $391,434 | $510,921 | $496,811 | $551,178 | $40,257 | 7.88% |
| **Total Expenditure** | **$1,567,824** | **$1,813,879** | **$1,809,614** | **$1,772,457** | **($41,422)** | **(2.28%)** |



# City Attorney
# 2021-2022 Biennial Budget

## Revenue by Program

| Revenues by Program | 2015 - 2016 Biennial Actual | 2017 - 2018 Biennial Budget | 2017 - 2018 Biennial Estimate | 2019 - 2020 Biennial Budget | 2019 - 2020 vs. 2017 - 2018 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| City Attorney | $0 | $100,000 | $0 | $0 | ($100,000) | (100.00%) |
| **Total Operating Revenue** | **$0** | **$100,000** | **$0** | **$0** | **($100,000)** | **(100.00%)** |
| **General Fund Subsidy** | **$1,567,824** | **$1,713,879** | **$1,809,614** | **$1,772,457** | **$58,578** | **3.42%** |
| **Total Resources** | **$1,567,824** | **$1,813,879** | **$1,809,614** | **$1,772,457** | **($41,422)** | **(2.28%)** |

## Expenditure by Fund

| Expenditure By Fund | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| General Fund | $1,567,824 | $1,813,879 | $1,809,614 | $1,772,457 | ($41,422) | (2.28%) |
| **Total Expenditure** | **$1,567,824** | **$1,813,879** | **$1,809,614** | **$1,772,457** | **($41,422)** | **(2.28%)** |

## Revenue by Fund

| Revenues By Fund | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| General Fund | $0 | $100,000 | $0 | $0 | ($100,000) | (100.00%) |
| **Tota Revenues** | **$0** | **$100,000** | **$0** | **$0** | **($100,000)** | **(100.00%)** |
| **Fund Subsidies** | | | | | | |
| General Fund | $1,567,824 | $1,713,879 | $1,809,614 | $1,772,457 | $58,578 | 3.42% |
| **TOTAL RESOURCES** | **$1,567,824** | **$1,813,879** | **$1,809,614** | **$1,772,457** | **($41,422)** | **(2.28%)** |

## Expenditure by Type

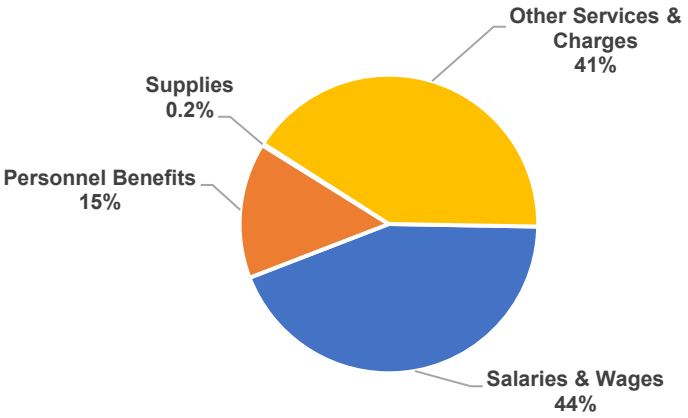
| Expenditure Category | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Salaries & Wages | $697,928 | $754,204 | $758,433 | $777,235 | $23,031 | 3.05% |
| Personnel Benefits | $228,037 | $246,101 | $246,882 | $261,254 | $15,153 | 6.16% |
| Supplies | $4,535 | $3,100 | $2,852 | $3,500 | $400 | 12.90% |
| Other Services & Charges | $637,324 | $810,474 | $801,435 | $730,468 | ($80,006) | (9.87%) |
| Intergovernmental Services | $0 | $0 | $13 | $0 | $0 | 0.00% |
| **Total Expenditures** | **$1,567,824** | **$1,813,879** | **$1,809,614** | **$1,772,457** | **($41,422)** | **(2.28%)** |

## Revenue by Type

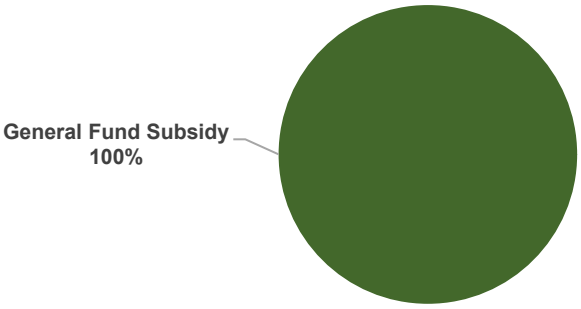
| Revenue Category | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Miscellaneous Revenues | $0 | $100,000 | $0 | $0 | ($100,000) | (100.00%) |
| **Total Revenue** | **$0** | **$100,000** | **$0** | **$0** | **($100,000)** | **(100.00%)** |
| **General Fund Subsidy** | **$1,567,824** | **$1,713,879** | **$1,809,614** | **$1,772,457** | **$58,578** | **3.42%** |
| **Total Resources** | **$1,567,824** | **$1,813,879** | **$1,809,614** | **$1,772,457** | **($41,422)** | **(2.28%)** |

# City Attorney
# 2021-2022 Biennial Budget

## Expenditures




## Expenditures




*Some Programs are projecting expenditures exceeding budget for the 2019-2020 Biennium as a result of unbudgeted COVID-19 related costs. These costs are anticipated to be fully reimbursed through FEMA or Cares Act funding, and there is adequate budget appropriation at the fund level to cover the expenditures due to other programmatic and project related cost savings.

## Budget Changes

Each budget cycle, staff removes any one-time items included in the previous adopted budget. Staff also makes slight modifications to account for ongoing changes and increasing costs. Below is a summary of major budget changes associated with supplemental requests, projects, and other programmatic shifts.

### Expenditures

**One-Time Supplementals**

- No Major One-Time Supplementals

**Ongoing Changes**

- No Major Ongoing Changes

**Staffing Changes**

- No Major Staffing Changes

## PROSECUTING ATTORNEY

The Prosecuting Attorney prosecutes violations of the Shoreline Municipal Code.

| ***WORKLOAD*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Total Number of Criminal Cases | 709 | 648 | 556 | 556 | 556 | 556 |

# *Parks, Recreation and Cultural Services*

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# Parks, Recreation and Cultural Services
# 2021-2022 Biennial Budget

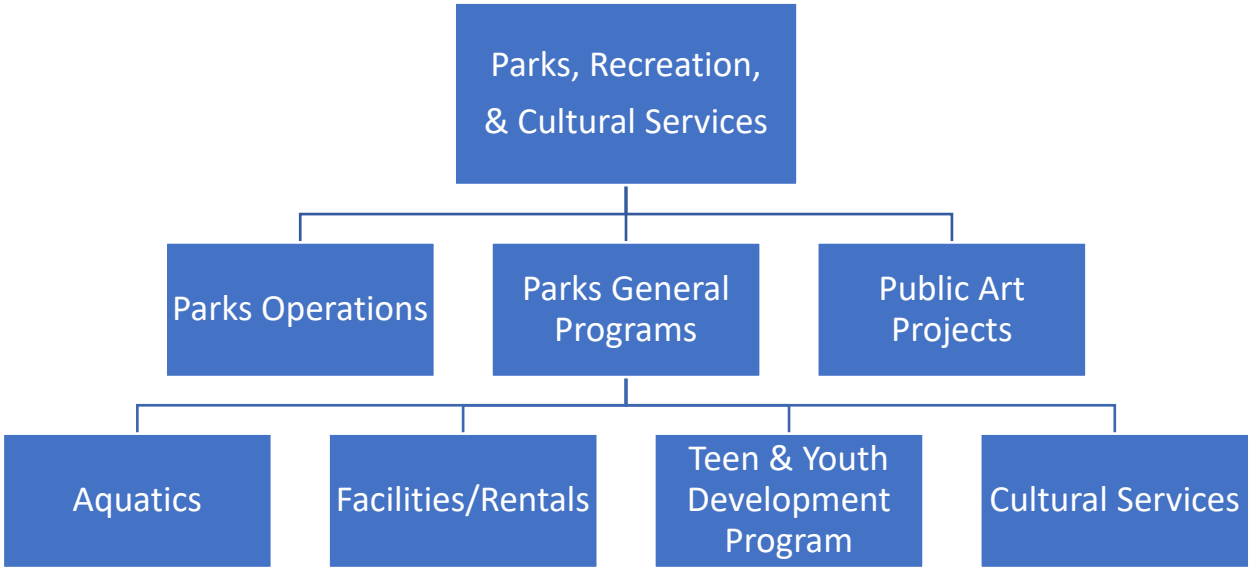
## Parks Recreation and Cultural Services Interim Reorganization

With the planned retirement of the Parks, Recreation and Cultural Services (PRCS) Director in September 2020, the planned pool closure, and the impacts of the COVID-19 Pandemic on recreation activities, the City Manager decided to implement a reorganization of the Parks, Recreation and Cultural Services functions for a period of 12-18 months. There are two parts to the reorganization. The first involves combining Recreation, Cultural Services, and Public Art with our Community Services Department under a new name, Recreation, Cultural and Community Services (RCCS). The second involves combining the Parks Operations and Facility Rental function with our Fleet and Facilities Division in Administrative Services under the title of Parks, Fleet, and Facilities. The reorganization also involves the move of our Grant coordination function to Recreation, Cultural3 and Community Services with the decentralization of some aspects of this work.

The information that is reported in this Department section includes the historical costs and the 2019-2020 accomplishments for the PRCS Department. The 2021-2022 costs and 2021-2022 Work Plan Objectives are all included in the appropriate Departments as reorganized.

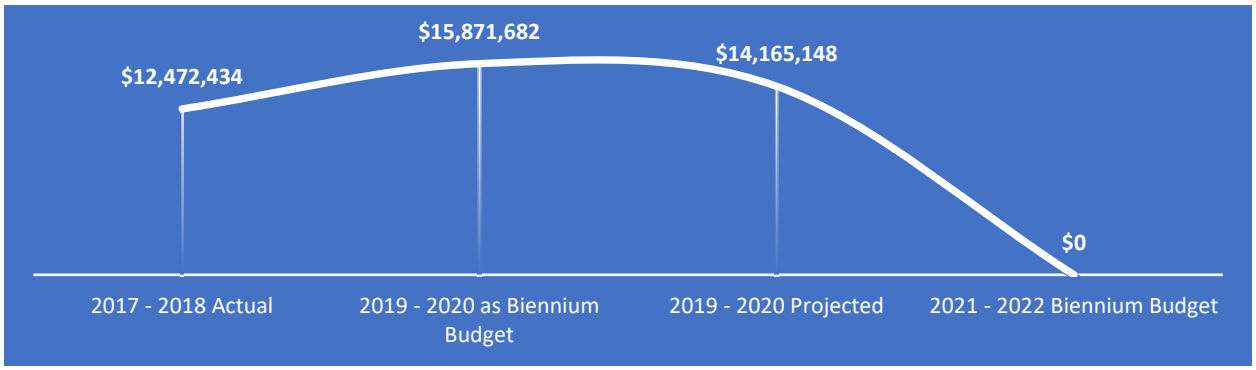
**PRCS Department Mission Statement**

*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.*

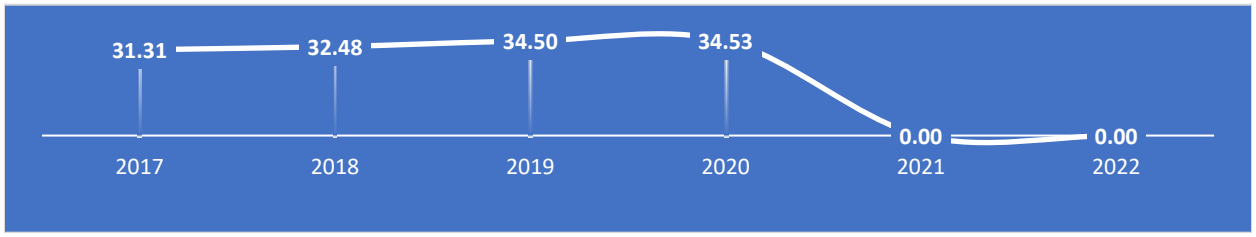


# Parks, Recreation and Cultural Services
# 2021-2022 Biennial Budget

## Expenditure Comparison




## Staffing Trend




| Program | 2017 Actual | 2018 Actual | 2019 Actual | 2020 Budget | 2021 Budget | 2022 Budget | 2021 Changes | 2022 Changes |
|---|---|---|---|---|---|---|---|---|
| Administration | 4.25 | 4.25 | 4.25 | 4.25 | 0.00 | 0.00 | (4.25) | 0.00 |
| Parks Operations | 8.50 | 8.50 | 8.57 | 8.60 | 0.00 | 0.00 | (8.60) | 0.00 |
| Aquatics | 5.38 | 5.38 | 5.38 | 5.38 | 0.00 | 0.00 | (5.38) | 0.00 |
| Recreation Facility Rental | 1.20 | 0.95 | 0.95 | 0.95 | 0.00 | 0.00 | (0.95) | 0.00 |
| General Programs | 5.75 | 6.10 | 8.05 | 8.05 | 0.00 | 0.00 | (8.05) | 0.00 |
| Teen Recreation | 4.13 | 5.20 | 5.20 | 5.20 | 0.00 | 0.00 | (5.20) | 0.00 |
| Cultural Services | 1.35 | 1.35 | 1.35 | 1.35 | 0.00 | 0.00 | (1.35) | 0.00 |
| Public Art Projects | 0.25 | 0.25 | 0.25 | 0.25 | 0.00 | 0.00 | (0.25) | 0.00 |
| Capital Projects | 0.50 | 0.50 | 0.50 | 0.50 | 0.00 | 0.00 | (0.50) | 0.00 |
| **Total Full-Time Equivalent Staff** | **31.31** | **32.48** | **34.50** | **34.53** | **0.00** | **0.00** | **(34.53)** | **0.00** |

## 2019-2020 Council Goals and Work Plan Accomplishments

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

- Developed a proposal for a constructing a new community and aquatics center and making improvements to four community parks.
- Acquired new park property adjacent to Paramount Open Space Park and in the Meridian Park and Westminster Triangle neighborhoods using King County Conservation Futures Tax grants and park impact fees.
- Removed invasive plants from approximately three acres of parkland and installed over 2,500 new native plants.

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

- Continued partnering with Shoreline Police to accomplish emphasis patrols along the interurban trail and Darnell Park.

# Parks, Recreation and Cultural Services
# 2021-2022 Biennial Budget

**2019-2020 Operational Accomplishments**

- Joined the Green Cities Partnership to become a member of a coalition of cities and counties in a regional effort to improve forest and watershed environmental quality throughout the greater Puget Sound region.
- Continued offering Volunteer Native Plant Stewardship program restoring 2.3 acres of riparian area at six separate park locations.
- Worked with Sound Transit to complete Ronald Bog Park Wetlands Construction.
- Began Ballinger Open Space restoration project using carbon credits funded through partnership with Mountains-to-Sound Greenway Trust.
- Installed four new sets of park play equipment Twin Ponds and Shoreview Parks, two of which have rubberized surfacing that provide additional safety, greater ADA access inclusivity as well as providing new play features to keep children active and healthy.
- Installed play equipment at Sunset Park.
- Made parking improvements and other repairs at Sunset Park.
- Worked with EarthCorps to construct ¾ of a mile of new ADA accessible trail through the forest at Twin Ponds Park.
- Continued CPTED (Crime Prevention Through Environmental Design) program along the south section of the Interurban Trail by actively managing the landscape to remove obstacles to sightlines and hiding locations and to improve public exposure to limit undesirable activities.
- Implemented a payment plan system for summer camps allowing for lower income families to participate in camps.
- Developed partnership with the Shoreline Lake Forest Park Arts Council for Crafts Market and Dia De Los Muertos Festival.
- Received and implements a Best Start for Kids grant from King County to support youth outreach workers and mental health counselor in the late-night teen programs.
- Developed and implemented a plan for serving the communities need for childcare through COVID-19 health emergency.
- Developed on-line programming to partially meet the needs of specialized recreation program participants during the COVID-19 stay at home orders.
- Supported public shower programs and food distribution programs at Spartan Recreation center during the COVID-19 health emergency.
- Achieved national accreditation from the Commission for the Accreditation of Parks and Recreation Agencies – one of only three nationally accredited agencies in the state of Washington.

## 2021 – 2022 Council Goals and Work Plan Objectives

**Please refer to Recreation, Cultural and Community Services and Administrative Services Department Pages**

# Parks, Recreation and Cultural Services
# 2021-2022 Biennial Budget

## Expenditure by Program

| Expenditures by Program | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Administration | $1,371,588 | $1,482,451 | $1,379,948 | $0 | ($1,482,451) | (100.00%) |
| Parks Operations | $3,700,651 | $4,297,423 | $3,911,990 | $0 | ($4,297,423) | (100.00%) |
| Aquatics | $2,087,775 | $2,395,489 | $1,812,890 | $0 | ($2,395,489) | (100.00%) |
| Recreation Facility Rental | $262,798 | $286,188 | $256,066 | $0 | ($286,188) | (100.00%) |
| General Programs | $2,894,940 | $1,373,857 | $1,420,405 | $0 | ($1,373,857) | (100.00%) |
| General Recreation | $1,575 | $1,485,086 | $1,326,023 | $0 | ($1,485,086) | (100.00%) |
| Spartan Recreation | $424 | $635,094 | $509,321 | $0 | ($635,094) | (100.00%) |
| Teen Recreation | $1,320,218 | $1,865,532 | $1,725,473 | $0 | ($1,865,532) | (100.00%) |
| Cultural Services | $700,437 | $685,672 | $678,121 | $0 | ($685,672) | (100.00%) |
| Public Arts | $132,028 | $272,217 | $254,860 | $0 | ($272,217) | (100.00%) |
| **Total Expenditure** | **$12,472,434** | **$14,779,009** | **$13,275,096** | **$0** | **($14,779,009)** | **(100.00%)** |

## Revenue by Program

| Revenues by Program | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Administration | ($67,691) | ($69,912) | ($77,070) | $0 | $69,912 | (100.00%) |
| Parks Operations | $212,249 | $370,486 | $387,405 | $0 | ($370,486) | (100.00%) |
| Aquatics | $748,702 | $783,600 | $426,201 | $0 | ($783,600) | (100.00%) |
| Recreation Facility Rental | $980,480 | $1,031,775 | $931,678 | $0 | ($1,031,775) | (100.00%) |
| General Programs | $1,769,460 | $296,000 | $406,855 | $0 | ($296,000) | (100.00%) |
| General Recreation | $115 | $1,265,672 | $1,106,054 | $0 | ($1,265,672) | (100.00%) |
| Spartan Recreation | $0 | $239,400 | $171,343 | $0 | ($239,400) | (100.00%) |
| Teen Recreation | $247,509 | $519,468 | $522,994 | $0 | ($519,468) | (100.00%) |
| Cultural Services | $53,537 | $48,000 | $28,675 | $0 | ($48,000) | (100.00%) |
| Public Arts | $57,559 | $65,594 | $127,560 | $0 | ($65,594) | (100.00%) |
| Public Arts Admin | $48,082 | $308,623 | $122,758 | $0 | ($308,623) | (100.00%) |
| **Total Operating Revenue** | **$4,050,002** | **$4,858,706** | **$4,154,454** | **$0** | **($4,858,706)** | **(100.00%)** |
| **General Fund Subsidy** | **$8,347,964** | **$9,662,680** | **$8,993,342** | **($114,605)** | **($9,777,285)** | **(101.19%)** |
| **Use/(Provision) of Fund Balance:** | **$74,469** | **$257,623** | **$127,300** | **$114,605** | **($143,018)** | **(55.51%)** |
| Public Arts | $74,469 | $257,623 | $127,300 | $114,605 | ($143,018) | (55.51%) |
| **Total Resources** | **$12,472,434** | **$14,779,009** | **$13,275,096** | **$0** | **($14,779,009)** | **(100.00%)** |

## Expenditure by Fund

| Expenditure By Fund | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| General Fund | $12,340,406 | $15,599,465 | $13,910,288 | $0 | ($15,599,465) | (100.00%) |
| Public Arts Fund | $132,028 | $272,217 | $254,860 | $0 | ($272,217) | (100.00%) |
| **Total Expenditure** | **$12,472,434** | **$15,871,682** | **$14,165,148** | **$0** | **($15,871,682)** | **(100.00%)** |

# Parks, Recreation and Cultural Services
# 2021-2022 Biennial Budget

## Revenue by Fund

| Revenues By Fund | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| General Fund | $3,944,361 | $4,484,489 | $3,904,136 | $0 | ($4,484,489) | (100.00%) |
| Public Arts Fund | $57,559 | $65,594 | $127,560 | $0 | ($65,594) | (100.00%) |
| **Tota Revenues** | **$4,001,920** | **$4,550,083** | **$4,031,696** | **$0** | **($4,550,083)** | **(100.00%)** |
| **Fund Subsidies** | | | | | | |
| General Fund | $8,396,045 | $11,114,976 | $10,006,152 | $0 | ($11,114,976) | (100.00%) |
| Public Arts Fund | $74,469 | $257,623 | $127,300 | $0 | ($257,623) | (100.00%) |
| **TOTAL RESOURCES** | **$12,472,434** | **$15,922,682** | **$14,165,148** | **$0** | **($15,922,682)** | **(100.00%)** |

## Expenditure by Type

| Expenditure Category | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Salaries & Wages | $5,908,725 | $7,222,727 | $6,650,753 | $0 | ($7,222,727) | (100.00%) |
| Personnel Benefits | $2,155,796 | $2,709,406 | $2,498,462 | $0 | ($2,709,406) | (100.00%) |
| Supplies | $467,791 | $574,724 | $454,790 | $0 | ($574,724) | (100.00%) |
| Other Services & Charges | $3,381,986 | $4,202,790 | $3,635,548 | $0 | ($4,202,790) | (100.00%) |
| Intergovernmental Services | $81,497 | $94,915 | $44,630 | $0 | ($94,915) | (100.00%) |
| Capital Outlays | $18,274 | $59,934 | $0 | $0 | ($59,934) | (100.00%) |
| Interfund Payments for Service & Transfers Out | $458,365 | $1,007,186 | $880,964 | $0 | ($1,007,186) | (100.00%) |
| **Total Expenditures** | **$12,472,434** | **$15,871,682** | **$14,165,148** | **$0** | **($15,871,682)** | **(100.00%)** |

## Revenue by Type

| Revenue Category | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Licenses & Permits | $6,558 | $6,000 | $3,934 | $0 | ($6,000) | (100.00%) |
| Intergovernmental Revenues | $191,723 | $581,416 | $597,966 | $0 | ($581,416) | (100.00%) |
| Charges for Goods and Services | $2,408,420 | $2,489,868 | $2,084,970 | $0 | ($2,489,868) | (100.00%) |
| Miscellaneous Revenues | $1,347,139 | $1,421,799 | $1,222,621 | $0 | ($1,421,799) | (100.00%) |
| Other Financing Sources | $40,657 | $51,000 | $115,894 | $0 | ($51,000) | (100.00%) |
| Investment Earnings | $7,424 | $0 | $6,310 | $0 | $0 | 0.00% |
| **Total Revenue** | **$4,001,920** | **$4,550,083** | **$4,031,696** | **$0** | **($4,550,083)** | **(100.00%)** |
| **General Fund Subsidy** | **$8,444,127** | **$11,423,599** | **$10,128,910** | **($114,605)** | **($11,538,204)** | **(101.00%)** |
| **Public Arts Fund** | **$26,387** | **($102,000)** | **$4,541** | **$114,605** | **$216,605** | **(212.36%)** |
| **Total Resources** | **$12,472,434** | **$15,871,682** | **$14,165,148** | **$0** | **($15,871,682)** | **(100.00%)** |

## Budget Changes

**Please refer to Recreation, Cultural and Community Services and Administrative Services Department Pages**

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# *Recreation, Cultural & Community Services*

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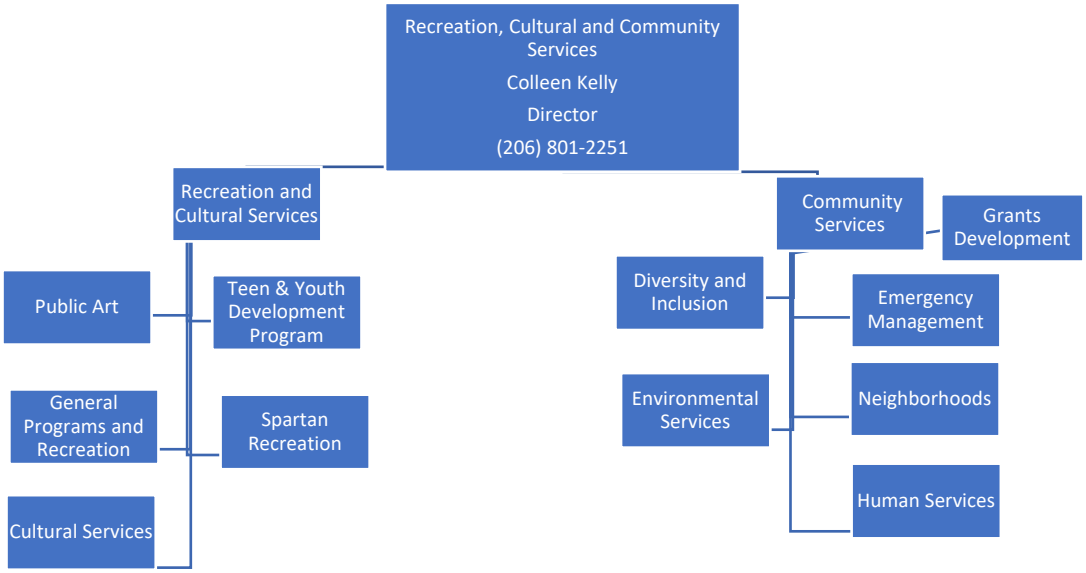
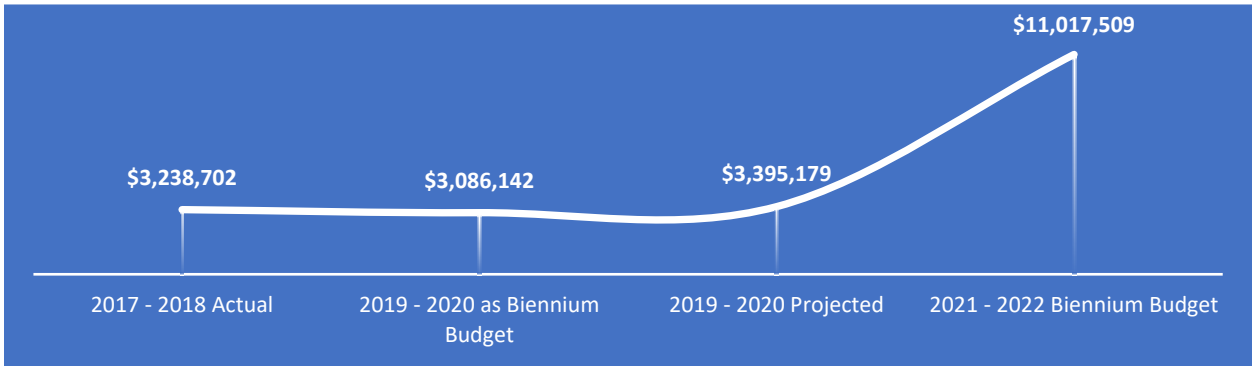
# Recreation, Cultural and Community Services
# 2021-2022 Biennial Budget

## Department Mission Statement

*The Recreation, Cultural and Community Services Department provides leadership, support, and direct services that connect individuals, families, neighborhoods, businesses, and non-profit organizations with the information, resources, recreation, and art they need to enhance the community's quality of life.*

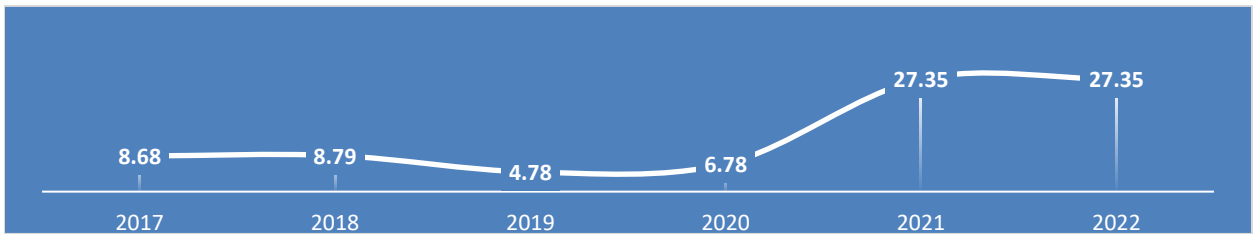



## Expenditure Comparison



# Recreation, Cultural and Community Services
# 2021-2022 Biennial Budget

## Staffing Trend




| Program | 2017 Actual | 2018 Actual | 2019 Actual | 2020 Budget | 2021 Budget | 2022 Budget | 2021 Changes | 2022 Changes |
|---|---|---|---|---|---|---|---|---|
| Neighborhoods | 1.29 | 1.29 | 1.29 | 1.29 | 1.29 | 1.29 | 0.00 | 0.00 |
| Customer Response Team | 4.13 | 4.13 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Emergency Management Planning | 1.79 | 1.80 | 1.80 | 1.80 | 1.80 | 1.80 | 0.00 | 0.00 |
| Human Services | 0.97 | 0.97 | 1.10 | 1.10 | 1.60 | 1.60 | 0.50 | 0.00 |
| Diversity Inclusion Program | 0.50 | 0.60 | 0.60 | 0.60 | 0.60 | 0.60 | 0.00 | 0.00 |
| Administration | 0.00 | 0.00 | 0.00 | 0.00 | 3.85 | 3.85 | 3.85 | 0.00 |
| Environmental Svc-Comm Svc | 0.00 | 0.00 | 0.00 | 2.00 | 2.00 | 2.00 | 0.00 | 0.00 |
| General Programs | 0.00 | 0.00 | 0.00 | 0.00 | 2.14 | 2.14 | 2.14 | 0.00 |
| General Recreation | 0.00 | 0.00 | 0.00 | 0.00 | 5.00 | 5.00 | 5.00 | 0.00 |
| Spartan Recreation | 0.00 | 0.00 | 0.00 | 0.00 | 1.30 | 1.30 | 1.30 | 0.00 |
| Teen Recreation | 0.00 | 0.00 | 0.00 | 0.00 | 5.30 | 5.30 | 5.30 | 0.00 |
| Cultural Services | 0.00 | 0.00 | 0.00 | 0.00 | 1.40 | 1.40 | 1.40 | 0.00 |
| Public Art Projects | 0.00 | 0.00 | 0.00 | 0.00 | 0.25 | 0.25 | 0.25 | 0.00 |
| Grant Research & Development | 0.00 | 0.00 | 0.00 | 0.00 | 0.70 | 0.70 | 0.70 | 0.00 |
| Capital Projects | 0.00 | 0.00 | 0.00 | 0.00 | 0.12 | 0.12 | 0.12 | 0.00 |
| **Total Full-Time Equivalent Staff** | **8.68** | **8.79** | **4.78** | **6.78** | **27.35** | **27.35** | **20.57** | **0.00** |

## 2019 – 2020 Council Goals and Work Plan Accomplishments

### Goal 2: Continue to deliver highly valued public services through management of the City's infrastructure and stewardship of the natural environment

- Conducted commercial property outreach to reduce use of plastic straws and utensils, increase use of compostables, and reduce waste in restaurants.
- Completed Climate Impacts and Resiliency Study to identify areas of vulnerability related to climate change and associated opportunities to increase resiliency.
- Worked with various City departments to obtain Salmon-Safe certification and begin implementing Salmon-Safe activities.

### Goal 4: Enhance openness and opportunities for community engagement

- Conducted third and fourth Shoreline CityWise Project class and establish alumni group to support graduates' continued understanding of City.
- Developed pilot project called Love Your Communtiy Grant to offer small grant opportunities for groups not yet connected to City services or neighborhood associations.
- Provided all staff with training opportunities to increase competence in serving more diverse communities and community members in fair and equitable manner.
- Developed Shoreline Community Bridge pilot program for diverse, multilingual community members to increase their knowledge of City services and resources to engage other residents in inclusive and equitable ways.

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

- Developed Shoreline Community Bridge pilot program for diverse, multilingual community members to increase their knowledge of City services and resources to engage other residents in inclusive and equitable ways.

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

- Produced and promoted National Night Out in partnership with Shoreline Police Department and provided a safe neighborhood activity during COVID-19 pandemci so immediate neighbors can share information with each other to develop stronger, hyper-local networks.
- Maintained Council of Neighborhood presence and outreach at Swingin' Summer Eve and Celebrate Shoreline events and helped neighborhood leaders remain active in promoting safe activities throughout Shoreline during the pandemic.
- Fostered citizen engagement in disaster preparedness and resilience through CERT, the Auxiliary Communications Service, and other public outreach programs.
- Provided disaster related instructional trainings and facilitate drills for staff to meet federal grant requirements and to bolster disaster preparedness.
- Prepared and adopted an updated emergency action plans and procedures ensuring continued compliance with state and federal requirements.
- Continued to convene Safe Neighborhoods/Safe Community Staff Team.

## 2021-2022 Council Goals and Work Plan Objectives

**Goal 1: Strengthen Shoreline's economic climate and opportunities**

- Work with the Housing Development Consortium to explore the option of joining ARCH as well as exploring what is needed to manage a program if joining ARCH is not a feasible or desirable choice.
- Install three permanent smaller pieces of public art by 2023 and provide temporary graphic or performing arts annually in Shoreline Neighborhoods.

**Goal 2: Continue to deliver highly valued public services through management of the City's infrastructure and stewardship of the natural environment**

- Implement the 2020-2022 Priority Environmental Strategies, including implementation of Salmon- Safe certification activities, resource conservation and zero waste activities, and an update of the City's Climate Action Plan.
- Conduct GHG emissions inventory and update the Shoreline Climate Action Plan.
- Implement zero waste and diversion activities in partnership with Recology, targeting multifamily and commercial customers.
- Implement Salmon-Safe certification activities, including Conditions 1, 2, 5, 6, 7, 8, 9 and 10, in partnership with Public Works, Administrative Services, and Parks, Recreation and Cultural Services.
- Continue implementing the proactive strategy of the adopted 2017-2022 Surface Water Master Plan.
- Convene relevant City staff to review and begin implementing recommendations from the 2020 Climate Impacts & Resiliency Study.
- Develop a future strategy for replacement of the Shoreline Pool and Spartan Recreation Center.
- Integrate nature-based programming into new and existing recreation offerings.

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

- Develop and provide training outline for Council, boards, and commissions to begin September 2020.
- Serve as a resource to other departments in matters related to outreach, community engagement and programming to support diversity, anti-racism, and inclusion.
- Develop and provide new training options for Community Bridge that are mindful of COVID-19 safety recommendations and support former Community Bridge participants in community efforts.
- Evaluate Shoreline-sponsored special events to increase participation and better reflect the diversity of the community.
- Implement recreation related portions of the Aging Adults Services Strategy.

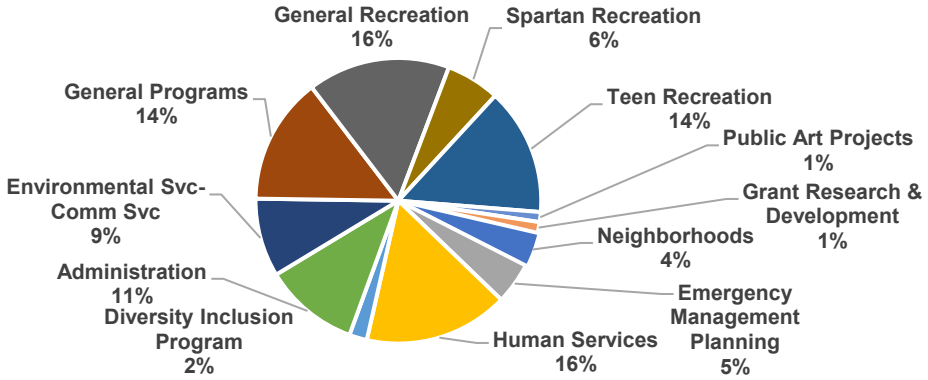
**Goal 5: Promote and enhance the City's safe community and neighborhood programs and initiatives**

- Work with Lake City Partners and County on establishing the North King County Enhanced Shelter in Shoreline, a 24/7 shelter for homeless adults.
- Attend and/or monitor regular meetings of and the emerging King County Regional Homelessness Authority and offer input as possible to ensure Shoreline's interests are considered during program and policy development.
- Pilot the Love Your Community mini-grant program to expand the City's community building efforts beyond established neighborhood associations.

## Expenditure by Program

| Expenditures by Program | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Neighborhoods | $362,642 | $411,494 | $396,302 | $426,155 | $14,661 | 3.56% |
| Customer Response Team | $1,072,589 | $0 | $0 | $0 | $0 | 0.00% |
| Emergency Management Planning | $410,282 | $509,244 | $478,420 | $518,999 | $9,755 | 1.92% |
| Human Services | $1,204,604 | $1,527,439 | $1,916,840 | $1,803,546 | $276,107 | 18.08% |
| Diversity Inclusion Program | $188,584 | $200,920 | $193,852 | $221,682 | $20,762 | 10.33% |
| Administration | $0 | $0 | $0 | $1,188,385 | $1,188,385 | 0.00% |
| Environmental Svc-Comm Svc | $0 | $437,045 | $409,765 | $978,658 | $541,613 | 123.93% |
| General Programs | $0 | $0 | $0 | $1,582,997 | $1,582,997 | 0.00% |
| General Recreation | $0 | $0 | $0 | $1,779,719 | $1,779,719 | 0.00% |
| Spartan Recreation | $0 | $0 | $0 | $670,306 | $670,306 | 0.00% |
| Teen Recreation | $0 | $0 | $0 | $1,588,829 | $1,588,829 | 0.00% |
| Public Art Projects | $0 | $0 | $0 | $124,605 | $124,605 | 0.00% |
| Grant Research & Development | $0 | $0 | $0 | $133,628 | $133,628 | 0.00% |
| **Total Expenditure** | **$3,238,702** | **$3,086,142** | **$3,395,179** | **$11,017,509** | **$7,931,367** | **257.00%** |

# Recreation, Cultural and Community Services
# 2021-2022 Biennial Budget




*The significant increase in 2021-2022 budget is primarily the result of reorganization discussed in the Parks Recreation and Cultural Services Department page.

## Revenue by Program

| Revenues by Program | 2015 - 2016 Biennial Actual | 2017 - 2018 Biennial Budget | 2017 - 2018 Biennial Estimate | 2019 - 2020 Biennial Budget | 2019 - 2020 vs. 2017 - 2018 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Customer Response Team | $90 | $0 | $0 | $0 | $0 | 0.00% |
| Emergency Management Planning | $63,630 | $60,897 | $61,724 | $61,836 | $939 | 1.54% |
| Human Services | $333,947 | $408,305 | $758,570 | $500,045 | $91,740 | 22.47% |
| Environmental Svc-Comm Svc | $0 | $527,190 | $435,737 | $872,766 | $345,576 | 65.55% |
| General Programs | $0 | $0 | $0 | $523,380 | $523,380 | 0.00% |
| General Recreation | $0 | $0 | $0 | $1,255,672 | $1,255,672 | 0.00% |
| Spartan Recreation | $0 | $0 | $0 | $347,400 | $347,400 | 0.00% |
| Teen Recreation | $0 | $0 | $0 | $114,270 | $114,270 | 0.00% |
| Public Art Projects | $0 | $0 | $0 | $10,000 | $10,000 | 0.00% |
| **Total Operating Revenue** | **$397,666** | **$996,392** | **$1,256,031** | **$3,685,369** | **$2,688,977** | **269.87%** |
| **General Fund Subsidy** | **$2,841,036** | **$2,089,750** | **$2,139,149** | **$7,332,140** | **$5,242,390** | **250.86%** |
| **Total Resources** | **$3,238,702** | **$3,086,142** | **$3,395,179** | **$11,017,509** | **$7,931,367** | **257.00%** |

## Expenditure by Fund

| Expenditure By Fund | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| General Fund | $3,238,702 | $3,086,142 | $3,395,179 | $10,892,904 | $7,806,762 | 252.96% |
| Public Arts Fund | $0 | $0 | $0 | $124,605 | $124,605 | 0.00% |
| **Total Expenditure** | **$3,238,702** | **$3,086,142** | **$3,395,179** | **$11,017,509** | **$7,931,367** | **257.00%** |

# Recreation, Cultural and Community Services
# 2021-2022 Biennial Budget

## Revenue by Fund

| Revenues By Fund | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| General Fund | $397,666 | $996,392 | $1,256,031 | $3,675,369 | $2,678,977 | 268.87% |
| Public Arts Fund | $0 | $0 | $0 | $10,000 | $10,000 | 0.00% |
| **Tota Revenues** | **$397,666** | **$996,392** | **$1,256,031** | **$3,685,369** | **$2,688,977** | **269.87%** |
| **Fund Subsidies** | | | | | | |
| General Fund | $2,841,036 | $2,089,750 | $2,139,149 | $7,217,535 | $5,127,785 | 245.38% |
| Public Arts Fund | $0 | $0 | $0 | $114,605 | $114,605 | 0.00% |
| **TOTAL RESOURCES** | **$3,238,702** | **$3,086,142** | **$3,395,179** | **$11,017,509** | **$7,931,367** | **257.00%** |

## Expenditure by Type

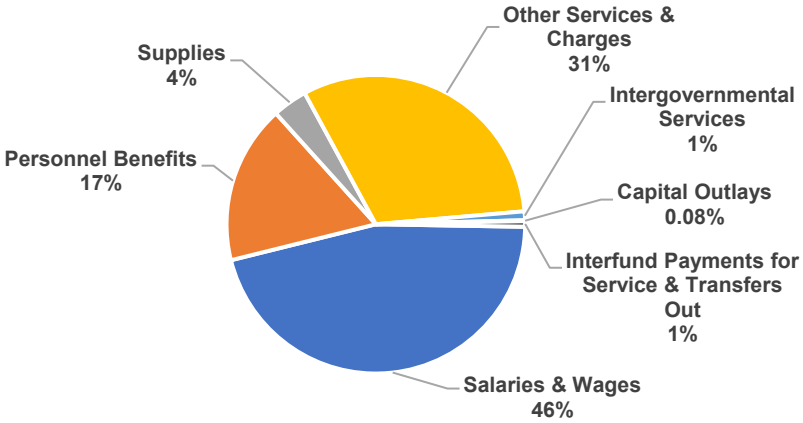
| Expenditure Category | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Salaries & Wages | $1,444,611 | $1,048,165 | $1,060,763 | $5,050,908 | $4,002,743 | 381.88% |
| Personnel Benefits | $580,141 | $394,714 | $387,471 | $1,894,420 | $1,499,706 | 379.95% |
| Supplies | $47,404 | $92,210 | $90,515 | $416,076 | $323,866 | 351.23% |
| Other Services & Charges | $1,078,118 | $1,524,933 | $1,828,594 | $3,472,073 | $1,947,140 | 127.69% |
| Intergovernmental Services | $22,276 | $26,120 | $26,241 | $106,620 | $80,500 | 308.19% |
| Capital Outlays | $0 | $0 | $0 | $8,434 | $8,434 | 0.00% |
| Interfund Payments for Service & Transfers Out | $66,152 | $0 | $1,596 | $68,978 | $68,978 | 0.00% |
| **Total Expenditures** | **$3,238,702** | **$3,086,142** | **$3,395,179** | **$11,017,509** | **$7,931,367** | **257.00%** |

## Revenue by Type

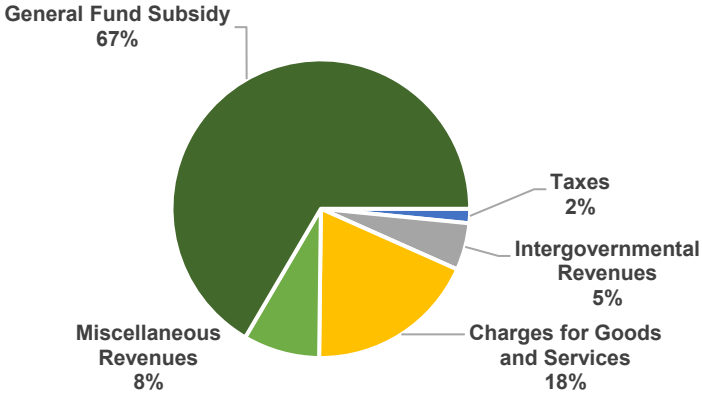
| Revenue Category | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Taxes | $0 | $86,235 | $86,235 | $171,858 | $85,623 | 99.29% |
| Intergovernmental Revenues | $397,576 | $438,909 | $777,896 | $562,359 | $123,450 | 28.13% |
| Charges for Goods and Services | $0 | $0 | $0 | $2,040,838 | $2,040,838 | 0.00% |
| Miscellaneous Revenues | $0 | $471,248 | $391,900 | $910,314 | $439,066 | 93.17% |
| Other Financing Sources | $90 | $0 | $0 | $0 | $0 | 0.00% |
| **Total Revenue** | **$397,666** | **$996,392** | **$1,256,031** | **$3,685,369** | **$2,688,977** | **269.87%** |
| **General Fund Subsidy** | **$2,841,036** | **$2,089,750** | **$2,139,149** | **$7,332,140** | **$5,242,390** | **250.86%** |
| **Total Resources** | **$3,238,702** | **$3,086,142** | **$3,395,179** | **$11,017,509** | **$7,931,367** | **257.00%** |

# Recreation, Cultural and Community Services
# 2021-2022 Biennial Budget

## Expenditures




## Revenues




*Some Programs are projecting expenditures exceeding budget for the 2019-2020 Biennium as a result of unbudgeted COVID-19 related costs. These costs are anticipated to be fully reimbursed through FEMA or Cares Act funding, and there is adequate budget appropriation at the fund level to cover the expenditures due to other programmatic and project related cost savings.

## Budget Changes

Each budget cycle, staff removes any one-time items included in the previous adopted budget. Staff also makes slight modifications to account for ongoing changes and increasing costs. Below is a summary of major budget changes associated with supplemental requests, projects, and other programmatic shifts.

### Expenditures

### <u>One-Time Supplementals</u>

<u>Environmental Services:</u>

- Climate Action Plan Update ($55,020)

## Ongoing Changes

- No Major Ongoing Changes beyond the reorganization discussed on the Parks Recreation and Cultural Services Page.

## Staffing Changes

Human Services:

- *Housing and Human Services Coordinator (0.50 FTE)*: This position will serve as the staff lead on issues related to the City's affordable housing program. At the outset this will involve responsibility for the City's Multi-Family Tax Exemption (MFTE) and inclusionary housing program as well as general oversight related to implementation of strategies developed through the Shoreline Housing Action Plan. Additional capacity, if any, will be applied assisting with human services contracting. Funding for this position comes from the reallocation of funding currently in place for contracted services used in administering the City's MFTE program and a portion of savings by leaving the Grant Coordinator position vacant.

## 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*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Percentage of residents who are very / somewhat satisfied with the effectiveness of sustaining environmental quality | 64% | 64% | N/A | 65 | 66 | 66 |
| Percentage of residents who are very / somewhat satisfied with the garbage / recycling provider services | 85% | 85% | N/A | 86 | 87 | 87 |
| Tons of residential compostable recycled | 6,429 | 8,000 | 8,769 | 9,000 | 8,000 | 8,000 |
| ***INPUT*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
| Number of recyclables collected at RCS store | 4,649 | 5,000 | 9,159 | 2,000 | 5,000 | 8,000 |
| Gallons of recyclables collected at the RCS store | 11,127 | 10,000 | 8,392 | 2,200 | 5,000 | 8,000 |
| ***WORKLOAD*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
| Pounds of household batteries recycled | 6,450 | 7,000 | 9,660 | 5,000 | 7,000 | 7,000 |

# NEIGHBORHOODS

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

| ***EFFECTIVENESS*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Percentage of residents rating the condition of their neighborhoods as excellent or good | 67% | 67% | 66% | 68% | 68% | 68% |
| ***INPUT*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
| Number of registered block parties for National Night Out | 66 | 68 | 65 | 0 | 60 | 60 |
| ***WORKLOAD*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
| Dollar value of projects funded through the mini-grant program | $20,000 | $20,000 | $16,855 | $9000 | $24,400 | $24,400 |
| Number of neighborhood mini-grants awarded | 6 | 6 | 6 | 5 | 9 | 9 |

## 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*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Percentage of General Fund recurring revenues contibuted to human services agencies | 0.75% | 0.80% | 0.85% | 0.90% | 0.95% | 1.00% |

| ***INPUT*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Total loan value of major home repairs | $50,000 | $37,000 | $115,782 | $80,000 | $80,000 | $80,000 |

## DIVERSITY AND INCLUSION

The Diversity and Inclusion Program provides Shoreline community and City staff information and support to foster connections and promote equitable access to local resources and services.

| ***WORKLOAD*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Number of events and programs for diverse communities supported | 12 | 12 | 27 | 10 | 10 | 12 |
| Number of meetings of staff work group and trainings convened to increase internal capacity to support services for diverse communities. | 16 | 18 | 21 | 6 | 6 | 15 |
| Number of multilingual resources specifically developed and / or supported to address needs of diverse communities. | 0 | 1 | 0 | 1 | 1 | 1 |

## RECREATION & ARTS ADMINISTRATION

Administer a full service Recreation and Community Services Department and meet public recreation needs of the community.

| ***EFFECTIVENESS*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Percentage of citizens who are very / somewhat satisfied with the quality of City parks, programs, and facilities | 83% | 83% | 83% | 83% | 83% | 83% |

| ***EFFICIENCY*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Recreation and athletic programming cost recovery percentage | 58.2% | 52.6% | 62.7% | 38.3% | 52.9% | 52.5% |

## GENERAL RECREATION

Provide life-enhancing experiences and promote a healthy community through recreational opportunities including art, fitness, sports, healthy lifestyle and special interest. This includes providing high quality opportunities for all youth to engage and learn both creatively and physically, regardless of economics, ability, age or location and recreation programs that ensure quality opportunities for all, regardless of physical or developmental limitation.

| ***EFFECTIVENESS*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Percentage of residents who are very / somewhat satisfied with the quality of City parks, programs and facilities | 83% | 83% | 83% | 83% | 83% | 83% |
| Percentage of residents who are very / somewhat satisfied with the variety of recreation programs | 69% | 69% | 70% | 70% | 70% | 70% |
| Percentage of residents who are very / somewhat satisfied with the fees charged for recreation programs | 66% | 66% | 64% | 64% | 64% | 64% |
| Percentage of programs held vs programs offered | 91% | 87% | 94% | 40% | 90% | 90% |
| Percentage of customers rating the quality of the programs as good or excellent | 95% | 95% | 95% | 95% | 95% | 95% |
| Percentage of residents who participated in recreational programming offered by the City | 78% | 78% | 78% | 78% | 78% | 78% |
| Percentage of participants who registered and participated in a class or program and feel they took away one or more additional benefits | / | / | 76% | 80% | 80% | 80% |
| Percentage of programs that offer a nature based component | / | / | 22% | 7% | 20% | 26% |
| ***EFFICIENCY*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |

## GENERAL RECREATION

Provide life-enhancing experiences and promote a healthy community through recreational opportunities including art, fitness, sports, healthy lifestyle and special interest. This includes providing high quality opportunities for all youth to engage and learn both creatively and physically, regardless of economics, ability, age or location and recreation programs that ensure quality opportunities for all, regardless of physical or developmental limitation.

| ***EFFICIENCY*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Percent of general recreation program budget supported by fees. | 58.2% | 52.6% | 62.7% | 38.3% | 52.9% | 52.5% |

| ***WORKLOAD*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Number of adult participants | 47,569 | 46,000 | 49,413 | 16,000 | 49,000 | 49,000 |
| Number of adult recreational classes held | 298 | / | 298 | 125 | 320 | 320 |
| Number of preschool recreational classes held | 85 | 80 | 114 | 50 | 120 | 120 |
| Number of visits to preschool programs | 14,221 | 14,000 | 15,470 | 4,200 | 15,000 | 15,000 |
| Number of visits to youth programs | 22,180 | 49,000 | 27,801 | 9,000 | 22,750 | 22,750 |
| Number of youth recreational classes held | 231 | 250 | 258 | 200 | 260 | 260 |

## TEEN RECREATION

We strive to support youth making successful life choices by offering engaging programs that foster a sense of identity, leadership and community.

| ***EFFECTIVENESS*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Percentage of Assessed Items receiving a grade of 3 or higher on 4 main YPQA scales for all assessed program offerings | 85% | 85% | 85% | 85% | 85% | 85% |

| ***WORKLOAD*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Number of program hours | 3,290 | 3,749 | 3,637 | 2,160 | 3,041 | 3,450 |
| Total number of all visits | 27,493 | 30,780 | 30,232 | 12,500 | 25,000 | 28,000 |
| Number of visits in the Teen Late Night Programs | 7,353 | 6,500 | 7,659 | 1,000 | 6,000 | 7,500 |
| Number of visits to all Youth and Teen Development Programs excluding Late Night | 20,140 | 24,280 | 22,573 | 11,500 | 19,000 | 260 |

## CULTURAL SERVICES

Enhance the quality of life of our community by celebrating arts and culture through diverse, affordable and accessible events that foster community engagement.

| ***EFFICIENCY*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Shoreline Historical Museum contribution per capita | $1.09 | $1.09 | $1.06 | $1.05 | $1.05 | $1.05 |
| Shoreline / Lake Forest Park Arts Council contribution per capita | $1.09 | $1.09 | $1.06 | $1.05 | $1.05 | $1.05 |
| ***INPUT*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
| Amount of sponsorship dollars for Celebrate Shoreline | $15,600 | $16,000 | $20,300 | $0 | $16,000 | $16,000 |
| Percent of overall cost of Celebrate Shoreline offset through sponsorship revenue | 50% | 50% | 54% | 0% | 50% | 60% |
| Number of community partners providing engagement activities at Celebrate Shoreline | 10 | 10 | 9 | 0 | 10 | 10 |
| Number of community partners providing engagement activities at Monster Mash Dash | 9 | 10 | 9 | 1 | 9 | 10 |
| ***WORKLOAD*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
| Summer lunchtime event attendance | 2,500 | 2,500 | 2,800 | 0 | 2,500 | 2,800 |
| Swingin' Summer Eve attendance | 1,800 | 2,000 | 2,200 | 0 | 2,000 | 2,500 |
| Monster Mash Dash Participants | 500 | 500 | 252 | 100 | 500 | 500 |
| Number of partner agencies engaged in promoting events | 4 | 6 | 4 | 4 | 6 | 6 |
| Number of partner agencies engaged in promoting events in languages other than English | 2 | 5 | 3 | 0 | 5 | 5 |

## GRANT RESEARCH & DEVELOPMENT

The Grant Research & 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*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Percentage of grant applications successfully awarded | 60% | 61% | 78% | 60% | 60% | 60% |

| ***INPUT*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Dollar value of grants awarded | $10,539,338 | $1,484,481 | $2,794,823 | $12,976,452 | $7,000,000 | $7,000,000 |

| ***WORKLOAD*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Number of grant applications submitted | 20 | 13 | 9 | 12 | 14 | 14 |

# *Administrative Services*

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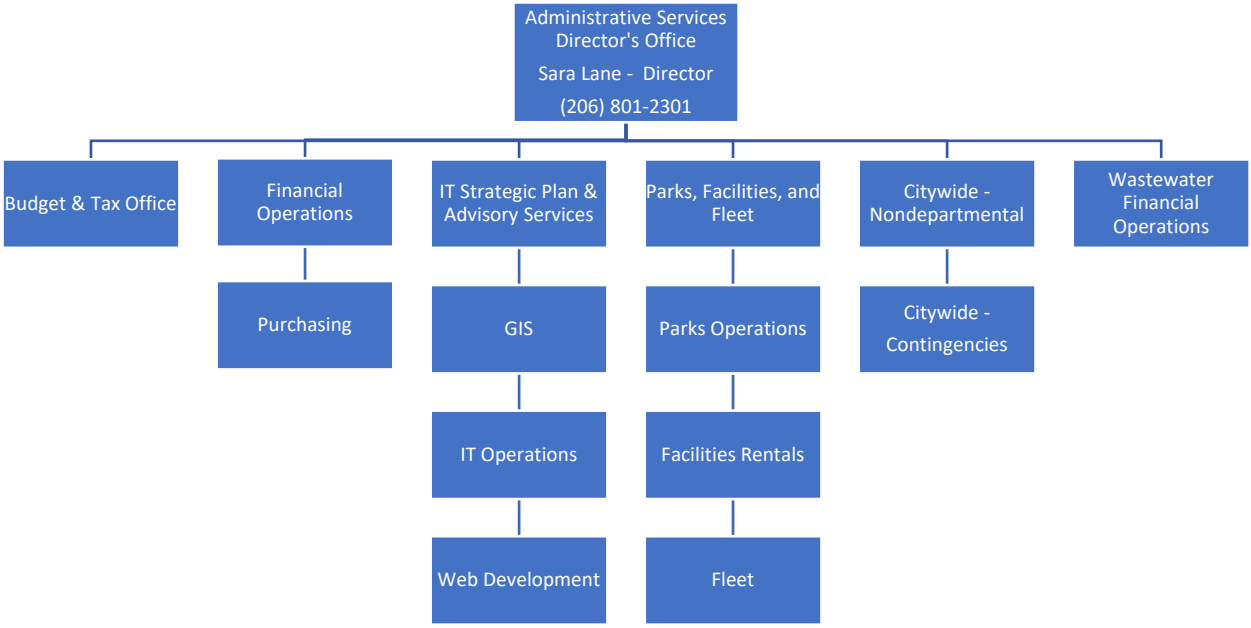
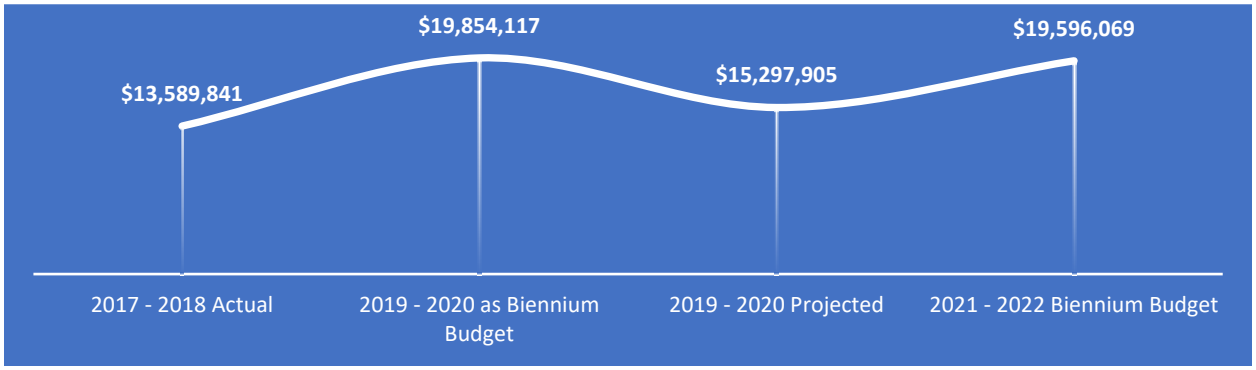
# Administrative Services
# 2021-2022 Biennial Budget

## Department Mission Statement

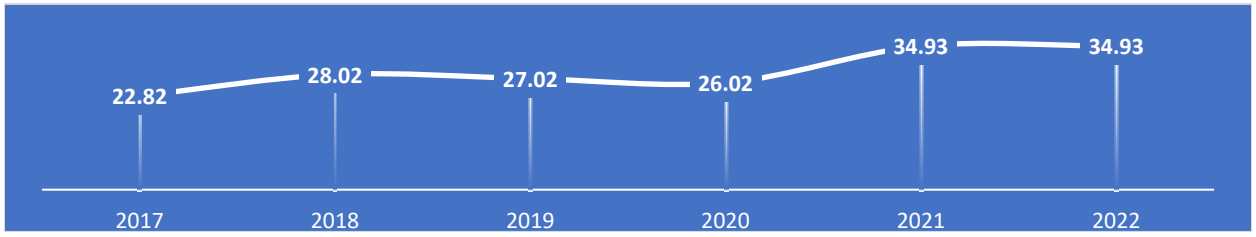
*Provide parks, fleet, and facility maintenance, financial, technical, and information technology services to support the City's mission and goals*




## Expenditure Comparison




## Staffing Trend



# Administrative Services
# 2021-2022 Biennial Budget

| Program | 2017 Actual | 2018 Actual | 2019 Actual | 2020 Budget | 2021 Budget | 2022 Budget | 2021 Changes | 2022 Changes |
|---|---|---|---|---|---|---|---|---|
| Budget & Tax Office | 2.00 | 4.00 | 3.00 | 3.00 | 3.00 | 3.00 | 0.00 | 0.00 |
| Financial Operations | 5.00 | 5.70 | 5.70 | 4.70 | 4.33 | 4.33 | (0.38) | 0.00 |
| Purchasing | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 | 0.00 |
| Administrative Services Director's Office | 2.20 | 2.20 | 2.20 | 2.20 | 2.00 | 2.00 | (0.20) | 0.00 |
| IT Strategic Plan | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 | 0.00 |
| Geographical Information Services | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 | 0.00 |
| Information Technology Operations | 4.00 | 6.50 | 6.50 | 6.50 | 6.50 | 6.50 | 0.00 | 0.00 |
| Web Development | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 | 0.00 |
| Facilities | 2.65 | 2.65 | 2.65 | 2.65 | 2.25 | 2.25 | (0.40) | 0.00 |
| Fleet | 0.00 | 0.00 | 0.00 | 0.00 | 2.05 | 2.05 | 2.05 | 0.00 |
| Parks Operations | 0.00 | 0.00 | 0.00 | 0.00 | 9.40 | 9.40 | 9.40 | 0.00 |
| Recreation Facility Rental | 0.00 | 0.00 | 0.00 | 0.00 | 0.90 | 0.90 | 0.90 | (0.00) |
| Grant Research & Development | 0.70 | 0.70 | 0.70 | 0.70 | 0.00 | 0.00 | (0.70) | 0.00 |
| Vehicle Operations/Maintenance | 2.15 | 2.15 | 2.15 | 2.15 | 0.00 | 0.00 | (2.15) | 0.00 |
| Capital Projects | 0.00 | 0.00 | 0.00 | 0.00 | 0.50 | 0.50 | 0.50 | 0.00 |
| Capital Projects | 0.12 | 0.12 | 0.12 | 0.12 | 0.00 | 0.00 | (0.12) | 0.00 |
| **Total Full-Time Equivalent Staff** | **22.82** | **28.02** | **27.02** | **26.02** | **34.93** | **34.93** | **8.91** | **(0.00)** |

## 2019-2020 Council Goals and Work Plan Accomplishments

### Goal 1: Strengthen Shoreline's economic climate and opportunities

- Completed implementation of new permitting system, piloted electronic plan review, and online permit submission for some permit types.
- Completed initial implementation of all strategies of the City's 10-year Financial Sustainability Plan (10 YFSP), including implementation of a business and occupation tax.

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

- Continued performing major maintenance to extend life of Shoreline Pool.
- Completed purchases of new vehicles and equipment.
- Stabilized wastewater administrative operations at City Hall.
- Continued optimization of Cityworks for all City users.
- Supported funding analysis and debt issuance for enhanced sidewalk repair and expansion programs.
- Supported planning, design, and analysis of options for funding City's Parks, Recreation and Open Space Plan and Parks Property acquisitions.
- Supported Community and Aquatics Center Funding Advisory Committee.
- Supported development of Shoreline Transportation Benefit District sales and use tax ballot measure.
- Completed development of long-range facilities maintenance plan.
- Implemented Automated Vehicle Logistics (AVL) to support enhanced vehicular data and best vehicle maintenance practices.
- Supported Permitting Staff in implementation of electronic permitting.

### Goal 3: Continue preparation for regional mass transit in Shoreline

- Supported implementation of cost sharing agreement with Sound Transit.

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

- Supported communications on update of City's website.
- Continued participation in the City's Diversity and Inclusion Program.

- Supported several projects to provide neighborhood demographics graphically depicted using GIS to support equity as a consideration in decision making.

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

- Administered and implemented grants for the Risk Analysis De-escalation and Referral (RADAR) program to effectively serve individuals with mental health needs.
- Provided facilities support for Community Court and Resource Center at City Hall.
- Prepared and maintained Emergency Severe Weather Shelter at former Police station during operational period.

**2019-2020 Operational Accomplishments**

- Implemented biennial budgeting, including the mid-biennial budget review process.
- Evaluated opportunities for performance or outcome-based budgeting.
- Implemented network improvements, reducing risks and costs and improving efficiency.
- Upgraded City's phone system, desktop operating system, and migrated cellular phone providers.
- Assessed Technology and Technology Training needs of all staff and implemented staff Technology Training website.
- Completed implementation of a Central Square Finance Enterprise system for finance and human resources.
- Supported American Public Works Association re-accreditation.
- Identified, evaluated, and communicated impacts of COVID-19 on the City's 10 YFSM.
- Supported staff's technology needs during city closure in response to COVID-19.
- Completed initial phase of the Business Intelligence project.

## 2021-2022 Council Goals and Work Plan Objectives

**Goal 1: Strengthen Shoreline's economic climate and opportunities**

- Continue monitoring City's 10-year Financial Sustainability Plan (10 YFSP) and evaluate additional opportunities to improve long term fiscal sustainability.
  - Update Permitting Cost Recovery Study.
  - Support business process improvements through optimization of City's enterprise systems for asset management, permitting, Parks & Recreation, finance operations, tax and licensing, and human resources.
  - Stabilize Business License and Business & Occupation Tax administration/collection processes and develop audit and compliance program.
  - Engage community in discussion of potential need for Levy Lid Lift renewal.

**Goal 2: Continue to deliver highly valued public services through management of the City's infrastructure and stewardship of the natural environment**

- Develop funding strategy and implement long-range facilities maintenance plan.
- Continue to support and implement improvements to City's asset management program.
- Support full assumption of Ronald Wastewater District.
- Upgrade major systems such as TRAKiT and CityWorks.
- Implement the Parks, Recreation, and Open Space Plan, including priority park improvements and acquisition of additional park properties.
- Implement the 2020-2022 Priority Environmental Strategies including implementation of Salmon-Safe certification activities, resource conservation and zero waste activities, and an update of the City's Climate Action Plan.
- Implement the Urban Forest Strategic Plan, including the Green Shoreline Partnership.

**Goal 3: Continue preparation for regional mass transit in Shoreline**

- 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**

- Implement technology tools to enhance customer engagement to enable participation by all Shoreline residents and business.
- Continue participation in the City's Diversity and Inclusion Program.
- Evaluate administrative processes to identify and remove potential barriers to service.

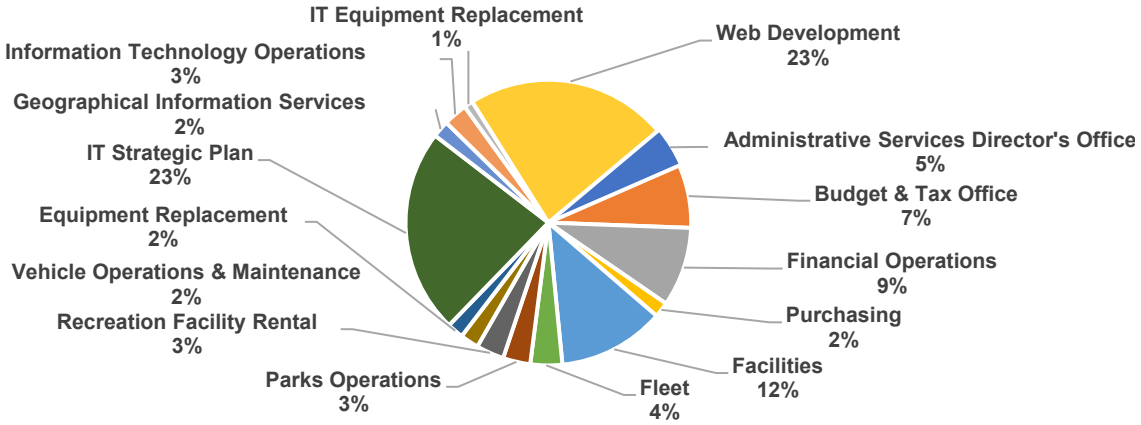
**2021-2022 Operational Objectives**

- Evaluate and Implement business intelligence tools to support data driven decision making.
- Evaluate and implement enhanced security features for our network, computers and mobile devices.
- Evaluate different technological opportunities to enhance customer engagement.
- Monitor and respond to economic impacts related to COVID-19 and other factors impacting the City's revenues.
- Continue to implement and expand the Green Shoreline Partnership.

## Expenditure by Program

| Expenditures by Program | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Administrative Services Director's Office | $699,884 | $712,386 | $707,928 | $704,902 | ($7,484) | (1.05%) |
| Budget & Tax Office | $652,716 | $930,509 | $933,871 | $1,103,980 | $173,471 | 18.64% |
| Financial Operations | $1,415,167 | $1,386,378 | $1,412,520 | $1,390,966 | $4,588 | 0.33% |
| Purchasing | $234,186 | $248,407 | $253,022 | $265,775 | $17,368 | 6.99% |
| Facilities | $1,957,545 | $2,343,056 | $2,369,047 | $1,867,595 | ($475,461) | (20.29%) |
| Fleet | $0 | $0 | $0 | $557,546 | $557,546 | 0.00% |
| North Maintenance Facility | $12,244 | $0 | $0 | $0 | $0 | 0.00% |
| Parks Operations | $0 | $0 | $0 | $3,921,607 | $3,921,607 | 0.00% |
| Recreation Facility Rental | $0 | $0 | $0 | $231,764 | $231,764 | 0.00% |
| Vehicle Operations & Maintenance | $1,062,787 | $1,106,217 | $1,016,171 | $478,891 | ($627,326) | (56.71%) |
| Equipment Replacement | $682,752 | $1,344,501 | $597,454 | $484,456 | ($860,045) | (63.97%) |
| IT Strategic Plan | $794,883 | $681,147 | $681,145 | $326,326 | ($354,821) | (52.09%) |
| Geographical Information Services | $305,042 | $280,456 | $330,877 | $285,369 | $4,913 | 1.75% |
| Information Technology Operations | $2,710,455 | $3,343,664 | $3,334,182 | $3,579,608 | $235,944 | 7.06% |
| IT Equipment Replacement | $186,221 | $401,888 | $401,888 | $296,160 | ($105,728) | (26.31%) |
| Web Development | $418,935 | $372,635 | $378,299 | $417,116 | $44,481 | 11.94% |
| Animal Control | $83,964 | $157,324 | $156,958 | $157,324 | $0 | 0.00% |
| Citywide: Non-Program Expenses | $2,202,793 | $6,354,478 | $2,533,983 | $3,526,684 | ($2,827,794) | (44.50%) |
| Grant Research & Development | $170,267 | $191,071 | $190,560 | $0 | ($191,071) | (100.00%) |
| Capital Projects | $0 | $0 | $0 | $472,040 | $472,040 | 0.00% |
| **Total Expenditure** | **$13,589,841** | **$19,854,117** | **$15,297,905** | **$20,068,109** | **($4,101,173)** | **(20.66%)** |

# Administrative Services
# 2021-2022 Biennial Budget




## Revenue by Program

| Revenues by Program | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Budget & Tax Office | $40 | $0 | $0 | $0 | $0 | 0.00% |
| Financial Operations | $901 | $770 | $443 | $770 | $0 | 0.00% |
| Facilities | $9,878 | $10,000 | $8,390 | $10,000 | $0 | 0.00% |
| North Maintenance Facility | $238,172 | $238,172 | $238,172 | $238,172 | $0 | 0.00% |
| Parks Operations | $0 | $0 | $0 | $233,206 | $233,206 | 0.00% |
| Recreation Facility Rental | $0 | $0 | $0 | $856,551 | $856,551 | 0.00% |
| Vehicle Operations & Maintenance | $907,557 | $1,066,217 | $990,305 | $438,891 | ($627,326) | (58.84%) |
| Equipment Replacement | $1,067,324 | $1,960,067 | $1,629,993 | $1,162,479 | ($797,588) | (40.69%) |
| Web Development | $0 | $3,652 | $1,826 | $3,652 | $0 | 0.00% |
| Citywide: Non-Program Expenses | $142,858 | $740,273 | $279,128 | $220,000 | ($520,273) | (70.28%) |
| Open Space - Street Vacation | $100,000 | $0 | $0 | $0 | $0 | 0.00% |
| **Total Operating Revenue** | **$2,466,730** | **$4,019,151** | **$3,148,256** | **$3,163,721** | **($2,800,617)** | **(69.68%)** |
| **General Fund Subsidy** | **$11,352,452** | **$16,410,532** | **$13,156,322** | **$17,070,371** | **$659,839** | **4.02%** |
| **Use/(Provision) of Fund Balance:** | **($229,341)** | **($575,566)** | **($1,006,672)** | **($156,669)** | **$418,897** | **(72.78%)** |
| Vehicle Operations & Maintenance | $155,231 | $40,000 | $25,866 | $40,000 | $0 | 0.00% |
| Equipment Replacement | ($384,572) | ($615,566) | ($1,032,538) | ($196,669) | $418,897 | (68.05%) |
| **Total Resources** | **$13,589,841** | **$19,854,117** | **$15,297,905** | **$20,077,423** | **$223,306** | **1.12%** |

## Expenditure by Fund

| Expenditure By Fund | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| General Fund | $11,844,301 | $17,403,399 | $13,684,280 | $18,632,722 | $1,229,323 | 7.06% |
| Vehicle Operations & Maintenance | $1,062,787 | $1,106,217 | $1,016,171 | $478,891 | ($627,326) | (56.71%) |
| Equipment Replacement | $682,752 | $1,344,501 | $597,454 | $484,456 | ($860,045) | (63.97%) |
| **Total Expenditure** | **$13,589,841** | **$19,854,117** | **$15,297,905** | **$19,596,069** | **($258,048)** | **(1.30%)** |

# Administrative Services
# 2021-2022 Biennial Budget

## Revenue by Fund

| Revenues By Fund | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| General Fund | $491,849 | $992,867 | $527,958 | $1,562,351 | $569,484 | 57.36% |
| Vehicle Operations/Maint | $907,557 | $1,066,217 | $990,305 | $438,891 | ($627,326) | (58.84%) |
| Equipment Replace/Deprec Fund | $1,067,324 | $1,960,067 | $1,629,993 | $1,162,479 | ($797,588) | (40.69%) |
| **Tota Revenues** | **$2,466,730** | **$4,019,151** | **$3,148,256** | **$3,163,721** | **($855,430)** | **(21.28%)** |
| **Fund Subsidies** | | | | | | |
| General Fund | $11,352,452 | $16,410,532 | $13,156,322 | $17,070,371 | $659,839 | 4.02% |
| Vehicle Operations & Maintenance | $155,231 | $40,000 | $25,866 | $40,000 | $0 | 0.00% |
| Equipment Replacement | ($384,572) | ($615,566) | ($1,032,538) | ($678,023) | ($62,457) | 10.15% |
| **TOTAL RESOURCES** | **$13,589,841** | **$19,854,117** | **$15,297,905** | **$19,596,069** | **($258,048)** | **(1.30%)** |

## Expenditure by Type

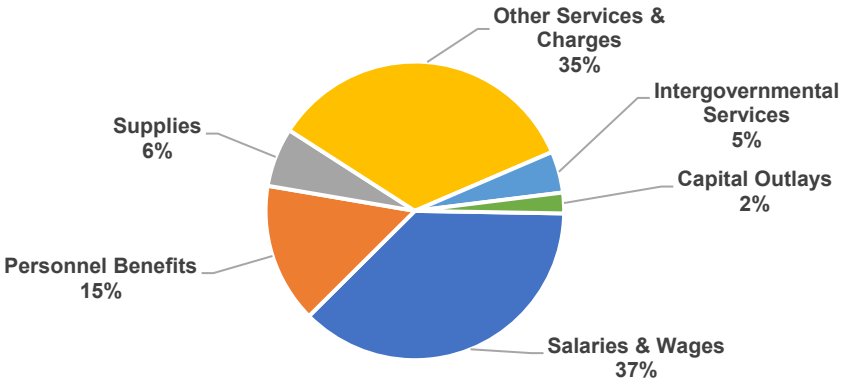
| Expenditure Category | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Salaries & Wages | $4,469,528 | $5,017,150 | $5,185,498 | $6,626,103 | $1,608,953 | 32.07% |
| Personnel Benefits | $1,697,696 | $1,864,681 | $1,891,908 | $2,694,182 | $829,501 | 44.48% |
| Supplies | $1,196,108 | $1,189,826 | $1,112,731 | $1,138,857 | ($50,969) | (4.28%) |
| Other Services & Charges | $4,351,644 | $4,980,972 | $4,846,592 | $6,128,147 | $1,147,175 | 23.03% |
| Intergovernmental Services | $807,711 | $738,432 | $752,320 | $799,492 | $61,060 | 8.27% |
| Capital Outlays | $237,724 | $1,274,605 | $308,618 | $397,660 | ($876,945) | (68.80%) |
| Debt Service - Interest | $12,244 | $0 | $0 | $0 | $0 | 0.00% |
| Interfund Payments for Service & Transfers Out | $817,186 | $4,788,451 | $1,200,238 | $1,811,628 | ($2,976,823) | (62.17%) |
| **Total Expenditures** | **$13,589,841** | **$19,854,117** | **$15,297,905** | **$19,596,069** | **($258,048)** | **(1.30%)** |

## Revenue by Type

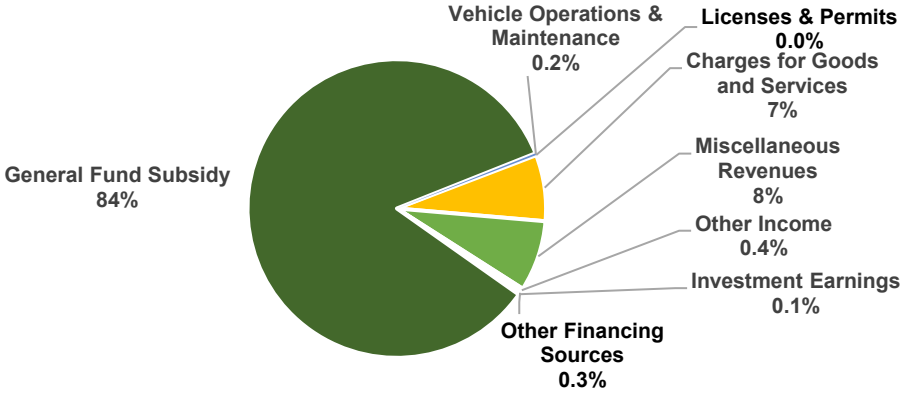
| Revenue Category | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Licenses & Permits | $0 | $0 | $0 | $2,951 | $2,951 | 0.00% |
| Intergovernmental Revenues | $0 | $0 | $150,000 | $0 | $0 | 0.00% |
| Charges for Goods and Services | $1,670,689 | $2,056,092 | $1,918,922 | $1,454,782 | ($601,310) | (29.25%) |
| Miscellaneous Revenues | $390,949 | $989,215 | $373,347 | $1,555,748 | $566,533 | 57.27% |
| Other Income | $96,991 | $13,750 | $23,650 | $77,000 | $63,250 | 460.00% |
| Other Financing Sources | $242,380 | $944,094 | $607,237 | $57,240 | ($886,854) | (93.94%) |
| Investment Earnings | $65,721 | $16,000 | $75,100 | $16,000 | $0 | 0.00% |
| **Total Revenue** | **$2,466,730** | **$4,019,151** | **$3,148,256** | **$3,163,721** | **($855,430)** | **(21.28%)** |
| **General Fund Subsidy** | **$11,352,452** | **$16,410,532** | **$13,156,322** | **$17,070,371** | **$659,839** | **4.02%** |
| **Vehicle Operations & Maintenance** | **$155,231** | **$40,000** | **$25,866** | **$40,000** | **$0** | **0.00%** |
| **Equipment Replacement** | **($384,572)** | **($615,566)** | **($1,032,538)** | **($196,669)** | **$418,897** | **(68.05%)** |
| **Total Resources** | **$13,589,841** | **$19,854,117** | **$15,297,905** | **$20,077,423** | **$223,306** | **1.12%** |

# Administrative Services
# 2021-2022 Biennial Budget

## Expenditures




## Revenues




*Some Programs are projecting expenditures exceeding budget for the 2019-2020 Biennium as a result of unbudgeted COVID-19 related costs. These costs are anticipated to be fully reimbursed through FEMA or Cares Act funding, and there is adequate budget appropriation at the fund level to cover the expenditures due to other programmatic and project related cost savings.

## Budget Changes

Each budget cycle, staff removes any one-time items included in the previous adopted budget. Staff also makes slight modifications to account for ongoing changes and increasing costs. Below is a summary of major budget changes associated with supplemental requests, projects, and other programmatic shifts.

### Expenditures

### <u>One-Time Supplementals</u>

<u>ASD Director's Office:</u>

- 2022 Levy Lid Lift Engagement and Election Costs ($121,000)

Budget & Tax Office:

- Permitting Cost Recovery Update ($50,000)

Citywide Non-Departmental:

- Professional Services to support Development Review ($117,000 both years, $100,000 revenue backed)

## Ongoing Changes

IT Operations:

- Public Records Request Software ($17,400)
- Contract Routing Software ($33,200)

Parks Operations:

- Parks Operations budget moved from PRCS to ASD

## Staffing Changes

- Finance Technician (Financial System Replacement Backfill Term-Limited to 12/31/2020): The 2021-2022 proposed budget reflects the reduction from 1.00 FTE in 2020 to 0.625 FTE in 2021, returning this position to its originally budgeted level.

## 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*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Actual operating revenue collections compared to projected revenues | 97.9% | 102.9% | 106.5% | 100.7% | 100.0% | 100.0% |
| Basis points in which investment returns exceed the City's benchmark | 22 | 50 | -23 | 92 | 100 | 0 |

## 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*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Percentage of awards and solicitations made without protest | 96% | 95% | 100% | 100% | 95% | 95% |

| ***INPUT*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Number of solicitations | 25 | 30 | 31 | 20 | 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*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Number of interactive map sessions with a public facing online map | 30,000 | 30,000 | 27,753 | 30,500 | 30,500 | 30,500 |
| Number of assets mapped in the City's GIS | 127,283 | 130,000 | 106,044 | 122,000 | 122,000 | 122,000 |

## INFORMATION TECHNOLOGY OPERATIONS

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

| ***EFFECTIVENESS*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Percentage of incidents to service requests | 18% | 33% | 27% | 25% | 23% | 22% |

| ***WORKLOAD*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Number of service requests received | 2,500 | 2,676 | 3,483 | 4,180 | 5,016 | 6,019 |

## 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*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Cost per square foot to maintain | $4.83 | $4.86 | $7.15 | $4.71 | $4.87 | $4.90 |
| Fleet maintenance cost* per mile - vehicles and light trucks *Beginning in 2015 costs reflect allocation of staffing. | $0.93 | $0.49 | $1.99 | $2.98 | $2.84 | $2.82 |
| Fleet maintenance cost* per mile -heavy-duty trucks and equipment<br><br>*Beginning in 2015 costs reflect allocation of staffing. | $10.24 | $11.13 | 10.63 | $14.67 | $13.97 | $13.85 |

| ***WORKLOAD*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Total number of facilities square feet maintained | 170,401 | 177,081 | 191,126 | 191,126 | 191,126 | 191,126 |
| Number of vehicles maintained | 101 | 105 | 128 | 130 | 130 | 130 |

## 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*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Percentage of residents who are very / somewhat satisfied with maintenance of public trees along City streets | 55% | 55% | 58% | 58% | 58% | 58% |
| Park acreage per thousand population | 7.51 | 7.50 | 7.41 | 7.33 | 7.25 | 7.25 |
| Percentage of residents who are very / somewhat satisfied with maintenance of City parks | 85% | 85% | 85% | 85% | 85% | 85% |
| Percentage of residents who are very / somewhat satisfied with maintenance of City playgrounds | 85% | 85% | 84% | 84% | 84% | 84% |
| Encampments addressed in Shoreline Parks | 114 | / | 22 | 25 | 25 | 25 |
| Linear feet of new nature trails installed | 0 | / | 5,006 | 9 | 10,000 | 10,000 |
| Number of trees planted in the public right-of-way and on City property (net) | 81 | / | 30 | 65 | 30 | 30 |
| Sq. Ft. of degraded forest in restoration process | 18,000 | / | 120,000 | 120,000 | 120,000 | 120,000 |
| Degraded forest added to restoration | 18,000 | / | 2,000 | 2,000 | 2,000 | 2,000 |
| ***EFFICIENCY*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
| Average Annual cost per acre of park property maintained | $5,022 | $4,867 | $5,800 | $4,676 | $4,993 | $5,067 |
| ***INPUT*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
| Number of volunteer hours | 4,750 | 6,000 | 5,567 | 500 | 6,000 | $116,500 |
| Total Cost of Contracted Maintenance Services | $302,643 | $435,593 | 308,903 | $91,362 | $93,346 | $116,500 |

## 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.

| ***INPUT*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Total Cost of Contracted Tree Care Services | $124,771 | $124,771 | $180,884 | $234,500 | $116,500 | $116,500 |

## 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*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Percentage of residents who are very / somewhat satisfied with outdoor athletic fields | 76% | 76% | 76% | 76% | 76% | 76% |

| ***WORKLOAD*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Number of baseball game field preps provided | 371 | 285 | 283 | 0 | 250 | 250 |
| Number of baseball practice field preps provided | 597 | 597 | 597 | 122 | 597 | 597 |

## PARKS FACILITY RENTAL

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

| ***WORKLOAD*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Synthetic Field Turf - Adult (Hours) | 2,307 | 2,100 | 2,372 | 427 | 2,016 | 2,200 |
| Park & Open Space Permits (Hours) | 620 | 300 | 464 | 33 | 400 | 450 |
| Grass/Dirt Fields - Youth (Hours) | 7,856 | 2,000 | 7,367 | 1,838 | 6,262 | 7,000 |
| Synthetic Field Turf - Youth (Hours) | 3,851 | 3,800 | 4,373 | 2,000 | 3,717 | 4,200 |
| Concession Permits (Hours) | 3,269 | 2,500 | 874 | 78 | 743 | 800 |
| Grass/Dirt Fields - Adult (Hours) | 1,062 | 70 | 530 | 40 | 451 | 500 |
| Baseball Fields - Adult (Hours) | 575 | 625 | 513 | 17 | 436 | 500 |
| Soccer Field Rentals (Hours) | 8,999 | 7,970 | 8,584 | 1,107 | 7,296 | 8,300 |
| Spartan Recreation Center (Hours) | 2,287 | 2,150 | 2,285 | 458 | 1,942 | 2,200 |
| Picnic Shelter Rentals (Hours) | 2,940 | 2,800 | 3,332 | 20 | 2,832 | 3,000 |
| Baseball / Softball Field Rentals (Hours) | 5,316 | 5,425 | 6,037 | 1,530 | 5,031 | 5,900 |
| Baseball Fields - Youth (Hours) | 4,741 | 4,800 | 5,524 | 1,513 | 4,695 | 5,400 |
| Richmond Highlands Recreation Center (Hours) | 83% | 375 | 62.7% | 38.3% | 83% | 83% |
| Tennis Court Rentals (Hours) | 558 | 500 | 1,213 | 325 | 1,116 | 1,200 |
| Total Facility Rentals (Hours) | 23,565 | 22,080 | 23,250 | 5,306 | 19,853 | 21,975 |

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# *Police*

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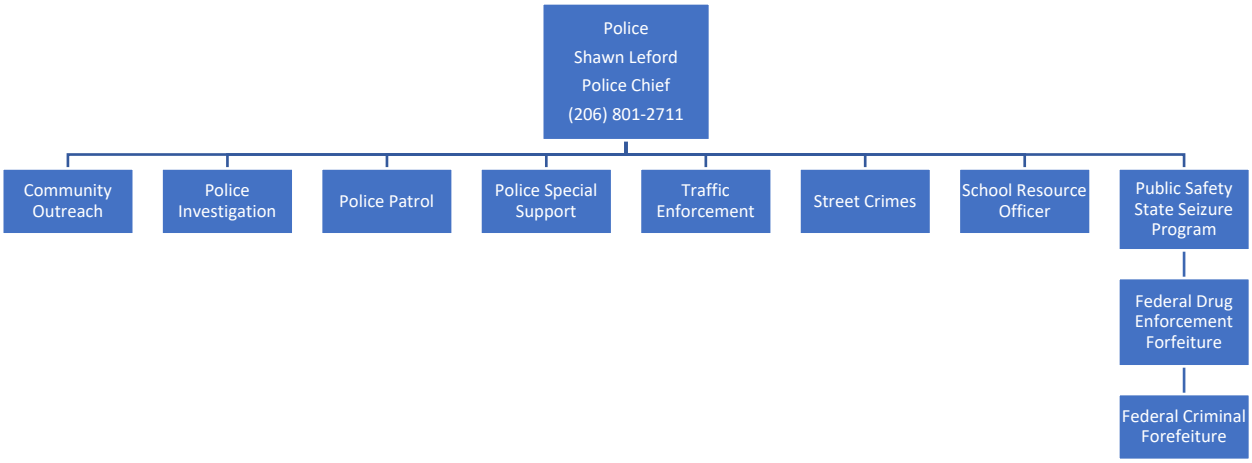
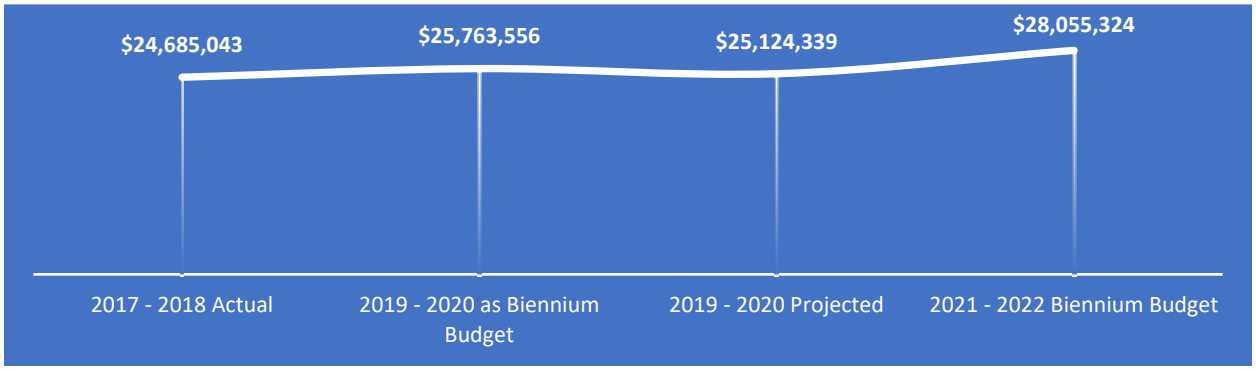
# Police
# 2021-2022 Biennial Budget

## Department Mission Statement

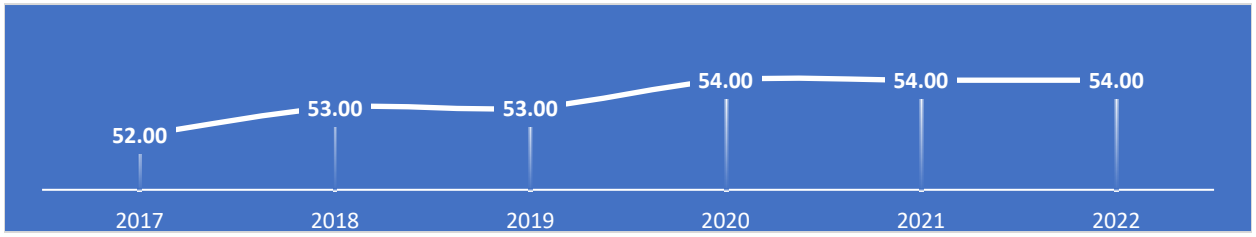
*The mission of the Shoreline Police Department is to prevent crime and create an environment where people feel safe, while providing quality, professional law enforcement services designed to improve public safety.*




## Expenditure Comparison




## Staffing Trend




| Program | 2017 Actual | 2018 Actual | 2019 Actual | 2020 Budget | 2021 Budget | 2022 Budget | 2021 Changes | 2022 Changes |
|---|---|---|---|---|---|---|---|---|
| Police Administration | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 | 0.00 | 0.00 |
| Police Community Outreach | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 | 0.00 |
| Police Investigation | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 | 0.00 | 0.00 |
| Police Patrol | 28.00 | 29.00 | 29.00 | 30.00 | 30.00 | 30.00 | 0.00 | 0.00 |
| Police Traffic Enforcement | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 | 0.00 | 0.00 |
| Police Inv. Street Crimes | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 | 0.00 | 0.00 |
| School Resource Office Program | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 | 0.00 |
| **Total Full-Time Equivalent Staff** | **52.00** | **53.00** | **53.00** | **54.00** | **54.00** | **54.00** | **0.00** | **0.00** |

## 2019 Police Services Report

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

- Community Outreach-Problem Solving deputy conducted 52 crime prevention meetings in 2019.
- Began using National Incident – Based Reporting System (NIBRS) to report crimes.
- In 2019 there were 232 burglaries, a slight increase from 230 the previous year. Over the past five years burglaries have decreased 22%.
- Issued 4,110 traffic citations focusing on neighborhoods, school zones, traffic complaints, and the speed differential map.
- Continued to use the Community Response Operations Team, made up of various City Departments, to work together to identify and focus on safety concerns in our parks and trails and around the City.
- The average response time to a priority-x emergency, the highest priority call, was 4.37 minutes.
- Responded to 15,973 dispatched calls for service and initiated 9,953 on views for a total of 25,926 police contacts.

## 2019-2020 Council Goals and Work Plan Accomplishments

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

- Conducted nine Nurturing Trust workshops over past several years.

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

- Identified and addressed crime trends by coordinating public information and crime data and deploying resources in an efficient and effective manner to address criminal activity and public safety concerns.
- Conducted CRASE (Civilian Response to Active Shooter Events) training as an option for business employees and residents to have a better understanding of what to do in a critical incident.
- Continued partnerships and development of best practices with the Shoreline School District and Shoreline Fire to focus on school safety and response.
- Promoted a sense of safety in City parks and along Interurban Trail through visibility and interaction by quickly addressing concerns and focusing attention on problem areas
- Scheduled park emphasis during the summer to proactively to provide police enforcement and education.
- Worked with businesses to implement Crime Prevention through Environmental Design (CPTED) to problem solve and prevent crime.

**<u>2019-2020 Operational Objectives</u>**

- Work towards data driven, intelligence led policing with the Records Management System (RMS) Mark-43. Commanders at each Precinct are provided crime data and trends in an effort to problem solve with available resources.

## 2021-2022 Council Goals and Work Plan Objectives

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

- Work with Shoreline School District to promote and provide Nurturing Trust workshops, once in-person learning has resumed.
- Work with the Recreation and Community Services Department on addressing issues related to homelessness and connecting people to available resources.
- Continue the RADAR program, paring Mental Health Professionals with police officers to connect people to services who are suffering from behavioral health issues.

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

- Continue to use available resource to identify and address crime trends in timely manner and communicate with residents when appropriate.
- Work with the business community to address criminal activity along Interurban Trail and City Parks, and incorporate CPTED practices to help address and prevent crime.
- Continue to focus on police visibility in the parks and expand coverage with officers using electric motorcycles.
- Continue partnerships and development of best practices with Shoreline schools and Shoreline Fire to focus on school safety and response.
- Work with City's Traffic Engineer to focus traffic enforcement in high collision and speed locations.

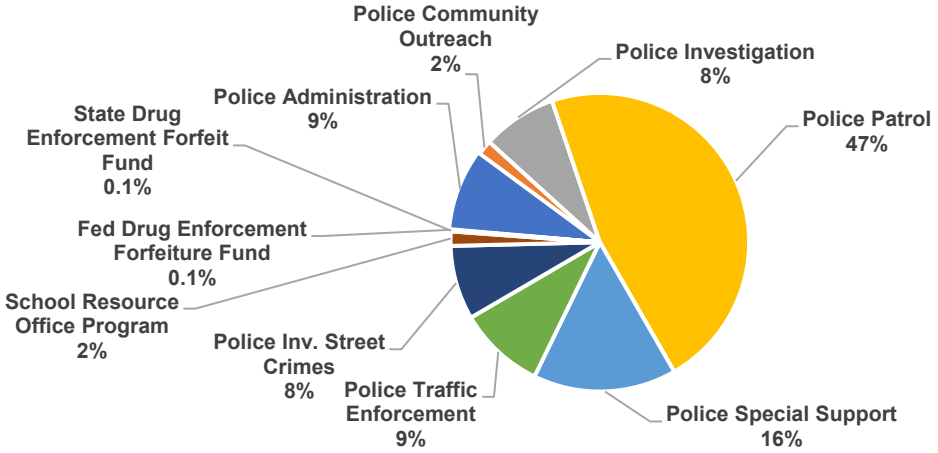
**2021-2022 Operational Objectives**

- Continue to focus efforts on data driven, intelligence led policing.
- Focus on reducing repeat calls for service at the top 10 locations in Shoreline.
- Coordinate efforts between detectives, patrol and local agencies to address crimes trends on a regional level.
- Continue training in biased based policing, de-escalation and efforts to reduce use of force incidents.
- Continue training in Crisis Intervention and working closely with Mental Health Professionals.
- Continue to focus on property crimes as a priority.
- Work with City staff and other stakeholders to address homelessness and drug dependency problems in collaborative manner.
- Continue to assist people suffering from behavioral health issues/mental illness using the RADAR principals and resources.

# Police
# 2021-2022 Biennial Budget

## Expenditure by Program

| Expenditures by Program | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Police Administration | $2,098,765 | $2,358,778 | $2,315,549 | $2,451,866 | $93,088 | 3.95% |
| Police Community Outreach | $390,563 | $420,226 | $404,607 | $449,096 | $28,870 | 6.87% |
| Police Investigation | $1,907,623 | $2,108,667 | $2,067,761 | $2,269,034 | $160,367 | 7.61% |
| Police Patrol | $10,620,314 | $12,114,388 | $11,890,463 | $13,151,622 | $1,037,234 | 8.56% |
| Police Special Support | $3,214,752 | $3,718,747 | $3,520,516 | $4,354,458 | $635,711 | 17.09% |
| Police Traffic Enforcement | $2,291,013 | $2,461,727 | $2,414,137 | $2,629,644 | $167,917 | 6.82% |
| Police Inv. Street Crimes | $1,896,476 | $2,098,012 | $2,058,336 | $2,250,565 | $152,553 | 7.27% |
| School Resource Office Program | $374,517 | $410,293 | $402,756 | $436,553 | $26,260 | 6.40% |
| State Drug Enforcement Forfeit Fund | $615,959 | $46,718 | $37,213 | $36,486 | ($10,232) | (21.90%) |
| Fed Drug Enforcement Forfeiture Fund | $290,320 | $26,000 | $13,000 | $26,000 | $0 | 0.00% |
| Federal Criminal Forfeiture | $984,740 | $0 | $0 | $0 | $0 | 0.00% |
| **Total Expenditure** | **$24,685,043** | **$25,763,556** | **$25,124,339** | **$28,055,324** | **$2,291,768** | **8.90%** |



# Police
# 2021-2022 Biennial Budget

## Revenue by Program

| Revenues by Program | 2015 - 2016 Biennial Actual | 2017 - 2018 Biennial Budget | 2017 - 2018 Biennial Estimate | 2019 - 2020 Biennial Budget | 2019 - 2020 vs. 2017 - 2018 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Police Administration | $9,875 | $91,188 | $48,384 | $1,222 | ($89,966) | (98.66%) |
| Police Community Outreach | $500 | $1,000 | $500 | $1,000 | $0 | 0.00% |
| Police Patrol | $3,917,743 | $3,845,738 | $3,711,494 | $3,589,026 | ($256,712) | (6.68%) |
| Police Special Support | $177,312 | $343,941 | $186,226 | $0 | ($343,941) | (100.00%) |
| Police Traffic Enforcement | $45,069 | $20,000 | $26,746 | $20,000 | $0 | 0.00% |
| School Resource Office Program | $126,299 | $125,007 | $114,636 | $100,525 | ($24,482) | (19.58%) |
| State Drug Enforcement Forfeit Fund | $482,010 | $36,486 | $42,354 | $36,486 | $0 | 0.00% |
| Fed Drug Enforcement Forfeiture Fund | $2,948 | $26,000 | $13,559 | $26,000 | $0 | 0.00% |
| Federal Criminal Forfeiture | $145,922 | $0 | $0 | $0 | $0 | 0.00% |
| **Total Operating Revenue** | **$4,907,678** | **$4,489,360** | **$4,143,899** | **$3,774,259** | **($715,101)** | **(15.93%)** |
| **General Fund Subsidy** | **$18,517,227** | **$21,263,964** | **$20,986,140** | **$24,281,065** | **$3,017,101** | **14.19%** |
| **State Drug Enforcement Forfeiture** | **$133,949** | **$10,232** | **($5,141)** | **$0** | **($10,232)** | **(100.0%)** |
| **Federal Drug Enforcement Forfeiture** | **$287,372** | **$0** | **($559)** | **$0** | **$0** | **#DIV/0!** |
| **Federal Criminal Forfeiture** | **$838,818** | **$0** | **$0** | **$0** | **$0** | **#DIV/0!** |
| **Use/(Provision) of Fund Balance:** | **$1,260,139** | **$10,232** | **($5,700)** | **$0** | **($10,232)** | **(100.00%)** |
| State Drug Enforcement Forfeiture | $133,949 | $10,232 | ($5,141) | $0 | ($10,232) | (100.00%) |
| Federal Drug Enforcement Forfeiture | $287,372 | $0 | ($559) | $0 | $0 | 0.00% |
| Federal Criminal Forfeiture | $838,818 | $0 | $0 | $0 | $0 | 0.00% |
| **Total Resources** | **$24,685,043** | **$25,763,556** | **$25,124,339** | **$28,055,324** | **$2,291,768** | **8.90%** |

## Expenditure by Fund

| Expenditure By Fund | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| General Fund | $22,794,024 | $25,690,838 | $25,074,126 | $27,992,838 | $2,302,000 | 8.96% |
| State Drug Enforcement Seizure | $615,959 | $46,718 | $37,213 | $36,486 | ($10,232) | (21.90%) |
| Federal Drug Enforcement Seizure | $290,320 | $26,000 | $13,000 | $26,000 | $0 | 0.00% |
| Federal Criminal Forfeitures | $984,740 | $0 | $0 | $0 | $0 | 0.00% |
| **Total Expenditure** | **$24,685,043** | **$25,763,556** | **$25,124,339** | **$28,055,324** | **$2,291,768** | **8.90%** |

## Revenue by Fund

| Revenues By Fund | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| General Fund | $4,276,797 | $4,426,874 | $4,087,987 | $3,711,773 | ($715,101) | (16.15%) |
| State Drug Enforcement Seizure | $482,010 | $36,486 | $42,354 | $36,486 | $0 | 0.00% |
| Federal Drug Enforcement Seizure | $2,948 | $26,000 | $13,559 | $26,000 | $0 | 0.00% |
| Federal Criminal Forfeitures | $145,922 | $0 | $0 | $0 | $0 | 0.00% |
| **Tota Revenues** | **$4,907,678** | **$4,489,360** | **$4,143,899** | **$3,774,259** | **($715,101)** | **(15.93%)** |
| **Fund Subsidies** | | | | | | |
| General Fund | $18,517,227 | $21,263,964 | $20,986,140 | $24,281,065 | $3,017,101 | 14.19% |
| State Drug Enforcement Seizure | $133,949 | $10,232 | ($5,141) | $0 | ($10,232) | (100.00%) |
| Federal Drug Enforcement Seizure | $287,372 | $0 | ($559) | $0 | $0 | 0.00% |
| Federal Criminal Forfeitures | $838,818 | $0 | $0 | $0 | $0 | 0.00% |
| **TOTAL RESOURCES** | **$24,685,043** | **$25,763,556** | **$25,124,339** | **$28,055,324** | **$2,291,768** | **8.90%** |

# Police
# 2021-2022 Biennial Budget

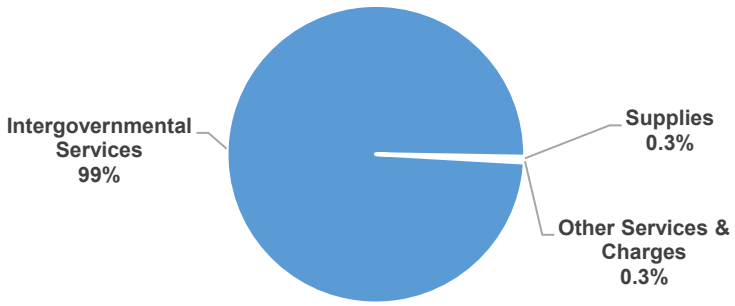
## Expenditure by Type

| Expenditure Category | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Salaries & Wages | $18,466 | $0 | $0 | $0 | $0 | 0.00% |
| Personnel Benefits | $2,083 | $0 | $58 | $0 | $0 | 0.00% |
| Supplies | $42,744 | $144,489 | $72,388 | $88,860 | ($55,629) | (38.50%) |
| Other Services & Charges | $220,179 | $403,322 | $264,205 | $84,626 | ($318,696) | (79.02%) |
| Intergovernmental Services | $22,502,096 | $25,215,745 | $24,787,687 | $27,881,838 | $2,666,093 | 10.57% |
| Capital Outlays | $77,442 | $0 | $0 | $0 | $0 | 0.00% |
| Interfund Payments for Service & Transfers Out | $1,822,034 | $0 | $0 | $0 | $0 | 0.00% |
| **Total Expenditures** | **$24,685,043** | **$25,763,556** | **$25,124,339** | **$28,055,324** | **$2,291,768** | **8.90%** |

## Revenue by Type

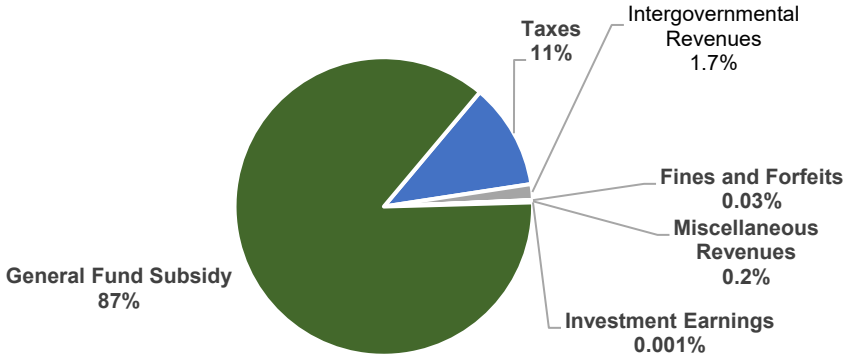
| Revenue Category | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Budgeted Use of Fund Balance | $0 | $10,232 | $0 | $0 | ($10,232) | (100.00%) |
| Taxes | $3,485,058 | $3,344,168 | $3,237,524 | $3,219,829 | ($124,339) | (3.72%) |
| Intergovernmental Revenues | $779,551 | $982,518 | $797,579 | $481,722 | ($500,796) | (50.97%) |
| Charges for Goods and Services | $8,756 | $90,000 | $47,196 | $0 | ($90,000) | (100.00%) |
| Fines and Forfeits | $275 | $8,000 | $4,000 | $8,000 | $0 | 0.00% |
| Miscellaneous Revenues | $622,148 | $64,274 | $55,551 | $64,308 | $34 | 0.05% |
| Investment Earnings | $11,890 | $400 | $2,049 | $400 | $0 | 0.00% |
| **Total Revenue** | **$4,907,678** | **$4,489,360** | **$4,143,899** | **$3,774,259** | **($715,101)** | **(15.93%)** |
| **General Fund Subsidy** | **$18,517,227** | **$21,263,964** | **$20,986,140** | **$24,281,065** | **$3,017,101** | **14.19%** |
| **State Drug Enforcement Forfeiture** | **$133,949** | **$10,232** | **($5,141)** | **$0** | **($10,232)** | **(100.00%)** |
| **Federal Drug Enforcement Forfeiture** | **$287,372** | **$0** | **($559)** | **$0** | **$0** | **0.00%** |
| **Federal Criminal Forfeiture** | **$838,818** | **$0** | **$0** | **$0** | **$0** | **0.00%** |
| **Total Resources** | **$24,685,043** | **$25,763,556** | **$25,124,339** | **$28,055,324** | **$2,291,768** | **8.90%** |

## Expenditures



# Police
# 2021-2022 Biennial Budget

## Revenues




*Some Programs are projecting expenditures exceeding budget for the 2019-2020 Biennium as a result of unbudgeted COVID-19 related costs. These costs are anticipated to be fully reimbursed through FEMA or Cares Act funding, and there is adequate budget appropriation at the fund level to cover the expenditures due to other programmatic and project related cost savings.

## Budget Changes

### Revenues

- Local Criminal Justice Sales Tax Revenue: King County taxable retail sales are expected to be less than previously forecast, which results in an estimated shortfall from previously forecast levels. While 2020 is estimated to come in 15.7% less than 2019, 2021 and 2022 are forecast to experience year-over-year changes of 6.7% and 3.7%, respectively.

### Expenditures

- The 2021-2022 proposed preliminary budget reflects the results of negotiations for the King County Sheriff's Office (KCSO) guild contract. Staff projects that the 2021 police services contract will total $13.626 million, which is 2.9% more than the 2020 police services contract and the 2022 police services contract will total $14.047 million, which is 3.1% more than the 2021 police services contract. The first detailed estimate will be provided by KCSO in late September or early October. For future years (2023 onward), staff has assumed an annual escalator of 3.5%.

## POLICE ADMINISTRATION

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

| ***EFFECTIVENESS*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Percentage of citizens who are very / somewhat satisfied with the overall quality of local police protection | 70% | 70% | 77% | 69% | 69% | 69% |
| Percentage of residents that are very / somewhat satisfied with how much they can trust police officers | 70% | 70% | 72% | 61% | 61% | 61% |
| Percentage of residents that are very / somewhat satisfied with the City's efforts to prevent crime | 59% | 59% | 62% | 54% | 54% | 54% |

| ***EFFICIENCY*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Police Costs Per Capita | $208.52 | $214.70 | $225.74 | $237.54 | $244.05 | $251.65 |

| ***WORKLOAD*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Number of Police Contacts | 31,066 | 30,000 | 25,926 | 18,000 | 20,000 | 20,000 |

## POLICE PATROL

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

| ***EFFECTIVENESS*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Response time to Priority X Calls (minutes) | 4.37 | 3.56 | 3.82 | 3.50 | 4.00 | 4.00 |
| Response Time to Priority 1 Calls (minutes) | 6.98 | 6.67 | 7.13 | 7.00 | 9.00 | 9.00 |
| Response Time to Priority 2 Calls (minutes) | 10.70 | 9.87 | 10.63 | 10.00 | 15.00 | 15.00 |
| Percentage of citizens feeling safe in their neighborhood during the day | 93% | 93% | 94% | 94% | 94% | 94% |
| Percentage of citizens feeling safe in their neighborhood at night | 72% | 72% | 74% | 76% | 76% | 76% |

| ***WORKLOAD*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Number of dispatched calls for service | 16,308 | 15,000 | 15,973 | 14,900 | 15,500 | 15,500 |

## POLICE INVESTIGATIONS CRIME ANALYSIS

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

| ***EFFECTIVENESS*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Number of cases closed and cleared by arrest (Part I and Part II Crimes) | 1,426 | 1,200 | 961 | 675 | 700 | 700 |

| ***WORKLOAD*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Number of adult charges & arrest | 1,022 | 1,100 | 1,107 | 850 | 900 | 900 |
| Number of juvenile charges & arrest | 54 | 55 | 53 | 40 | 40 | 40 |

## 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*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Percentage of citizens who are very / somewhat satisfied with the enforcement of local traffic laws | 60% | 60% | 62% | 53% | 53% | 53% |

| ***WORKLOAD*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Number of collisions requiring police response | 551 | 450 | 378 | 300 | 400 | 400 |
| Number of traffic citations issued | 5,366 | 5,000 | 4,100 | 1,000 | 1,500 | 1,500 |

## 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*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Number of assigned narcotic activity reports (neighborhood drug complaints) | 51 | 62 | 25 | 15 | 25 | 25 |
| Number of Vice arrests | 18 | 21 | 0 | 0 | 0 | 0 |

## POLICE COMMUNITY OUTREACH

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

| *EFFECTIVENESS* | *2017* | *2018* | *2019* | *2020 Est.* | *2021 Proj.* | *2022 Proj.* |
|---|---|---|---|---|---|---|
| Number of crime prevention meetings | 76 | 35 | 52 | 20 | 45 | 45 |

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# *Criminal Justice*

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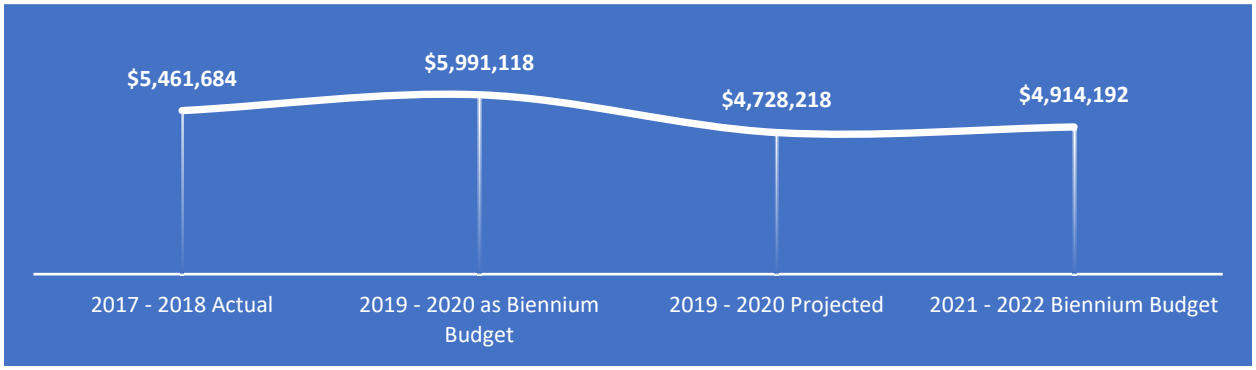
# Criminal Justice
# 2021-2022 Biennial Budget

## Department Mission Statement

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

## Expenditure Comparison




**2019-2020 Operational Accomplishments**

- Implemented new contract for in-custody and primary public defense services – which included the addition of Community Court – for a term of five years with a single firm, which resulted in cost savings of approximately $52,000 per year.
- Renegotiated contract with SCORE Jail for a term of five years and lowered the number of guaranteed beds, saving the City approximately $100,000 per year.
- Developed and implemented Community Court, an alternative problem-solving court for defendants whose criminal behavior may be resolved after connecting them to a variety of social services and community supports.
- Continue to track the City's use of King County District Court to ensure high quality court services are provided for all City cases.

**2021-2022 Operational Objectives**

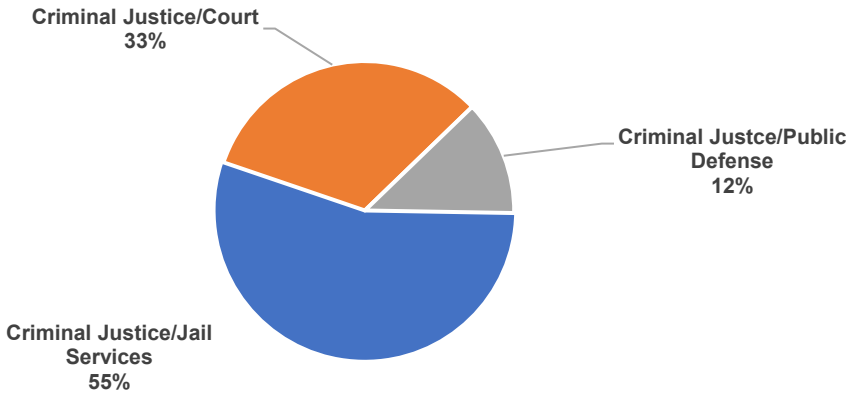
- Negotiate an updated Interlocal Agreement for court services with King County District Court, identifying any opportunities for increased efficiencies or opportunities for City savings.

# Criminal Justice
# 2021-2022 Biennial Budget

- Continue to partner with King County District Court to ensure the seamless full implementation of the Court's new Case Management System.
- Continue to work with SCORE Jail and King County District Court to expand the use of video court where appropriate.
- 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 the King County Jail.

## Expenditure by Program

| Expenditures by Program | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Criminal Justice/Jail Services | $3,284,977 | $3,725,000 | $2,731,912 | $2,700,000 | ($1,025,000) | (27.52%) |
| Criminal Justice/Court | $1,585,297 | $1,600,000 | $1,446,495 | $1,600,000 | $0 | 0.00% |
| Criminal Justce/Public Defense | $591,410 | $666,118 | $549,811 | $614,192 | ($51,926) | (7.80%) |
| **Total Expenditure** | **$5,461,684** | **$5,991,118** | **$4,728,218** | **$4,914,192** | **($1,076,926)** | **(17.98%)** |




## Revenue by Program

| Revenues by Program | 2015 - 2016 Biennial Actual | 2017 - 2018 Biennial Budget | 2017 - 2018 Biennial Estimate | 2019 - 2020 Biennial Budget | 2019 - 2020 vs. 2017 - 2018 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Criminal Justice/Court | $891,781 | $800,000 | $599,563 | $800,000 | $0 | 0.00% |
| **Total Operating Revenue** | **$891,781** | **$800,000** | **$599,563** | **$800,000** | **$0** | **0.00%** |
| **General Fund Subsidy** | **$4,569,903** | **$5,191,118** | **$4,128,655** | **$4,114,192** | **($1,076,926)** | **(20.75%)** |
| **Total Resources** | **$5,461,684** | **$5,991,118** | **$4,728,218** | **$4,914,192** | **($1,076,926)** | **(17.98%)** |

## Expenditure by Fund

| Expenditure By Fund | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| General Fund | $5,461,684 | $5,991,118 | $4,728,218 | $4,914,192 | ($1,076,926) | (17.98%) |
| **Total Expenditure** | **$5,461,684** | **$5,991,118** | **$4,728,218** | **$4,914,192** | **($1,076,926)** | **(17.98%)** |

# Criminal Justice
# 2021-2022 Biennial Budget

## Revenue by Fund

| Revenues By Fund | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| General Fund | $891,781 | $800,000 | $599,563 | $800,000 | $0 | 0.00% |
| **Tota Revenues** | **$891,781** | **$800,000** | **$599,563** | **$800,000** | **$0** | **0.00%** |
| **Fund Subsidies** | | | | | | |
| General Fund | $4,569,903 | $5,191,118 | $4,128,655 | $4,114,192 | ($1,076,926) | (20.75%) |
| **TOTAL RESOURCES** | **$5,461,684** | **$5,991,118** | **$4,728,218** | **$4,914,192** | **($1,076,926)** | **(17.98%)** |

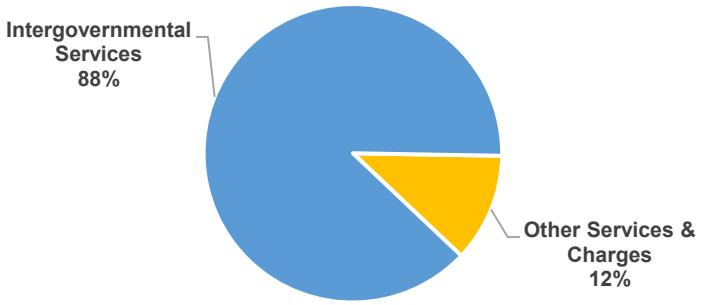
## Expenditure by Type

| Expenditure Category | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Other Services & Charges | $562,490 | $630,118 | $522,402 | $578,192 | ($51,926) | (8.24%) |
| Intergovernmental Services | $4,885,650 | $5,361,000 | $4,205,816 | $4,336,000 | ($1,025,000) | (19.12%) |
| Interfund Payments for Service & Transfers Out | $13,544 | $0 | $0 | $0 | $0 | 0.00% |
| **Total Expenditures** | **$5,461,684** | **$5,991,118** | **$4,728,218** | **$4,914,192** | **($1,076,926)** | **(17.98%)** |

## Revenue by Type

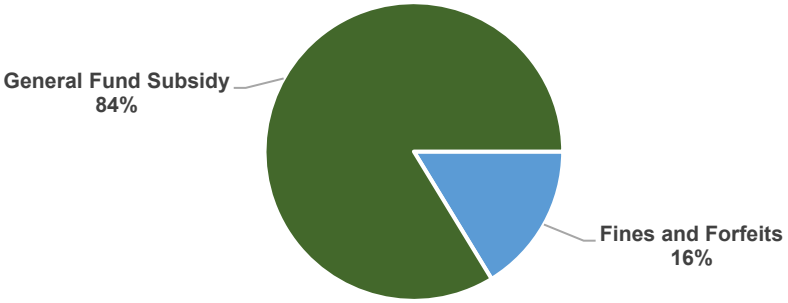
| Revenue Category | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Fines and Forfeits | $891,781 | $800,000 | $599,563 | $800,000 | $0 | 0.00% |
| **Total Revenue** | **$891,781** | **$800,000** | **$599,563** | **$800,000** | **($400,000)** | **(50.00%)** |
| **General Fund Subsidy** | **$4,569,903** | **$5,191,118** | **$4,128,655** | **$4,114,192** | **($1,076,926)** | **(20.75%)** |
| **Total Resources** | **$5,461,684** | **$5,991,118** | **$4,728,218** | **$4,914,192** | **($1,076,926)** | **(17.98%)** |

## Expenditures



# Criminal Justice
# 2021-2022 Biennial Budget

## Revenues




*Some Programs are projecting expenditures exceeding budget for the 2019-2020 Biennium as a result of unbudgeted COVID-19 related costs. These costs are anticipated to be fully reimbursed through FEMA or Cares Act funding, and there is adequate budget appropriation at the fund level to cover the expenditures due to other programmatic and project related cost savings.

## Budget Changes

### Revenues and Expenditures

- Projections for the 2021-2022 proposed preliminary budget, along with future forecasts, 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. Beginning in 2016, inmates serving a sentence longer than three days are being housed at the Yakima County Jail. The current contract with SCORE is being continued as the City's primary booking facility. In 2020, projected jail housing days and costs are impacted by a COVID-19 outbreak at the Yakima County Jail that resulted in suspension of our use of the jail. At the same time, SCORE has also decided to bill the City for the actual number of beds used rather than the minimum number of guaranteed beds. Additionally, a change in sentencing philosophy appears to be resulting in fewer jail days overall. All these factors have resulted in significant savings in our Jail budget in 2019 and 2020. In response to this actual experience and the face of reduced revenues, the 2021-2022 budget has been reduced to better align the budget with the actual and projected experience. Staff will continue to monitor this potentially volatile expense and the associated cost drivers closely.

# PUBLIC DEFENDER

The Public Defender provides legal representation for indigent criminal defendants.

| ***WORKLOAD*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Number of cases represented | 725 | 725 | 422 | 276 | 450 | 450 |

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# *Planning and Community Development*

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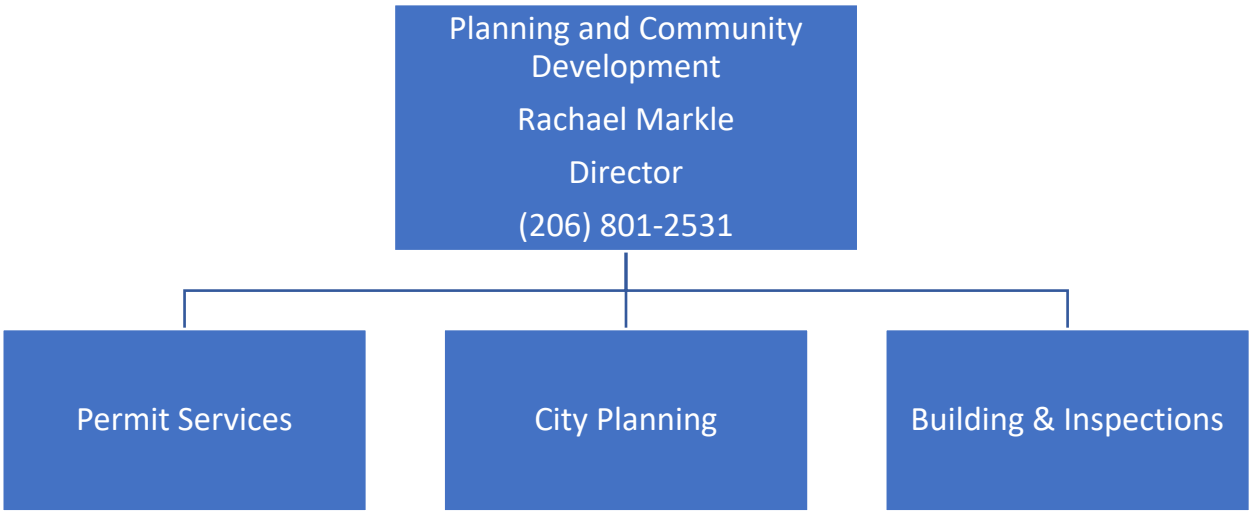
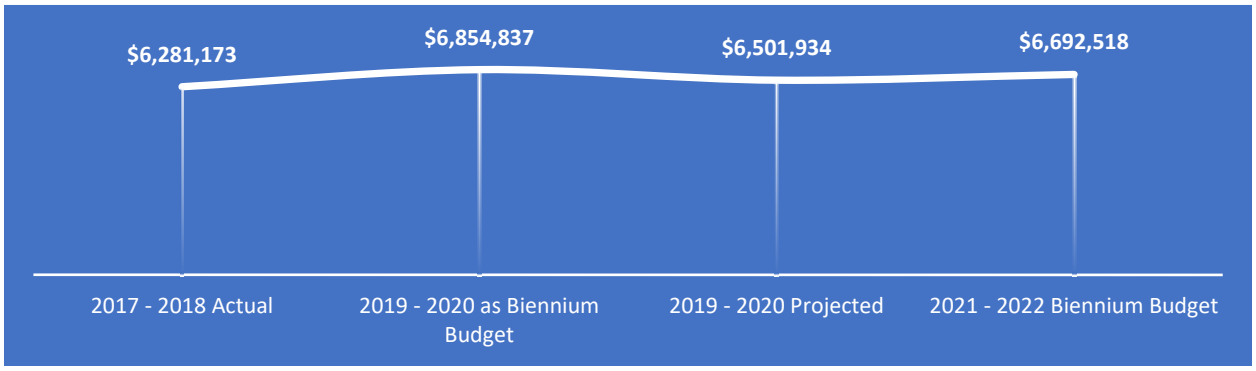
# Planning and Community Development
# 2021-2022 Biennial Budget

## Department Mission Statement

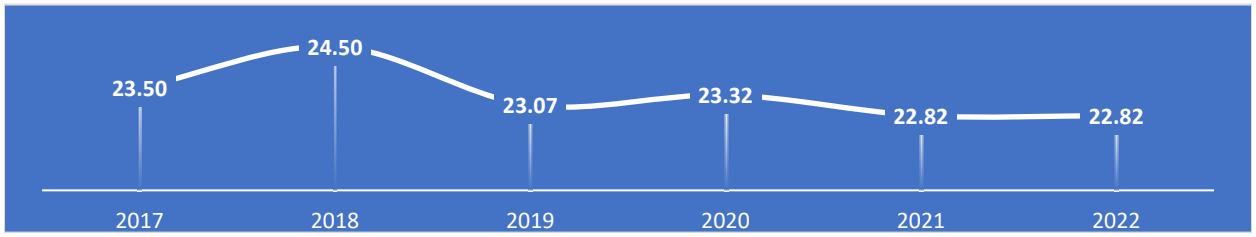
*Ensure that our natural and built environments are sustainable, safe, and reflect the community's vision through planning and permitting.*




## Expenditure Comparison




## Staffing Trend




| Program | 2017 Actual | 2018 Actual | 2019 Actual | 2020 Budget | 2021 Budget | 2022 Budget | 2021 Changes | 2022 Changes |
|---|---|---|---|---|---|---|---|---|
| Permit Services | 5.77 | 5.77 | 6.01 | 6.01 | 4.98 | 4.98 | (1.03) | (0.00) |
| Code Enforcement | 1.66 | 1.66 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| City Planning | 7.50 | 7.50 | 7.18 | 7.43 | 7.57 | 7.57 | 0.14 | (0.00) |
| Building & Inspections | 6.75 | 7.75 | 8.01 | 8.01 | 8.05 | 8.05 | 0.04 | (0.00) |
| P&CD Administrative Services | 1.82 | 1.82 | 1.87 | 1.87 | 2.22 | 2.22 | 0.35 | 0.00 |
| **Total Full-Time Equivalent Staff** | **23.50** | **24.50** | **23.07** | **23.32** | **22.82** | **22.82** | **(0.50)** | **(0.00)** |

# Planning and Community Development
# 2021-2022 Biennial Budget

## 2019-2020 Council Goals and Work Plan Accomplishments

**Goal 1: Strengthen Shoreline's economic climate and opportunities**

- Began developing a Housing Action Plan, with funding from a Department of Commerce grant, which will include a Housing Needs Assessment and a Housing Toolkit to identify policies and regulations to bridge those gaps.
- Started accepting mechanical and plumbing permits online via eTRAKiT.
- Expect to begin accepting permits for signs, tree removal, and right-of-way franchises online using eTRAKiT by end of 2020.

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

- Completed update of the Shoreline Master Program.
- Completed the financial feasibility study for Shoreline's participation in Local Conservation Landscape Infrastructure Program (LCLIP).
- Continued to streamline wastewater utility permit processing with Ronald Wastewater District and improve staff proficiency in screening wastewater permit applications.

**Goal 3: Continue preparation for regional mass transit in Shoreline**

- Presented the development activity report for the 185th Street Station Subarea prior to Phase 2 zoning activating in 2021.
- Adopted Townhouse Design Standards.

## 2021-2022 Council Goals and Work Plan Objectives

**Goal 1: Strengthen Shoreline's economic climate and opportunities**

- Implement the Community Renewal Plan for Shoreline Place including adoption and implementation of revised signage requirements, and the processing of Phase 1 and 2 permits.
- Update the Community Renewal Area Sign Code.
- Engage the community in creating a Housing Action Plan to identify additional housing choices, associated policies, and regulatory modifications.
- Participate in the State's Master Plan process for the Fircrest Campus and advocate for uses compatible with the City's vision for underutilized properties.
- Review the City's development regulations to explore the creation of ground floor commercial requirements and/or incentives in certain areas of non-residential zones.

**Goal 2: Continue to deliver highly valued public services through management of the City's infrastructure and stewardship of the natural environment**

- Begin the state mandated major update of the Comprehensive Plan.
- Implement the updated State Building Codes, including the next increment towards 2030 State mandated energy conservation measures.
- Continue to incorporate more types of permits into eTRAKIT.
- Continue to develop wastewater permit screening guidelines with wastewater staff and work to accept simple wastewater permits online via eTRAKiT.

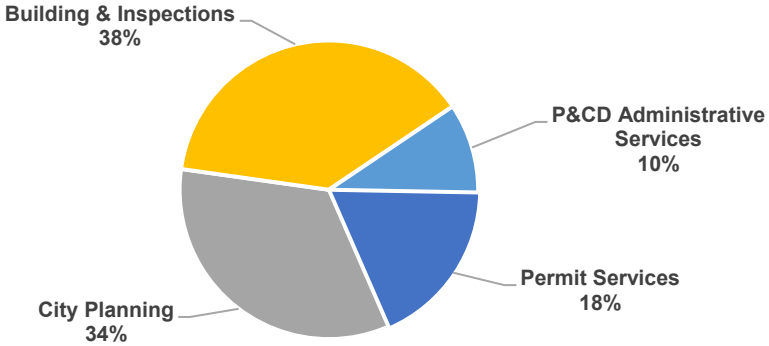
**Goal 3: Continue preparation for regional mass transit in Shoreline**

- Support Public Works in these efforts.

# Planning and Community Development
# 2021-2022 Biennial Budget

## Expenditure by Program

| Expenditures by Program | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Permit Services | $1,172,155 | $1,346,442 | $1,323,579 | $1,215,772 | ($130,670) | (9.70%) |
| Code Enforcement | $377,454 | ($1) | $32,382 | $0 | $1 | (100.00%) |
| City Planning | $2,020,155 | $2,247,597 | $2,187,597 | $2,260,582 | $12,985 | 0.58% |
| Building & Inspections | $2,227,583 | $2,723,181 | $2,441,791 | $2,566,445 | ($156,736) | (5.76%) |
| P&CD Administrative Services | $479,825 | $537,618 | $516,585 | $649,719 | $112,101 | 20.85% |
| P&CD Code Abatement Operations | $4,000 | $0 | $0 | $0 | $0 | 0.00% |
| **Total Expenditure** | **$6,281,173** | **$6,854,837** | **$6,501,934** | **$6,692,518** | **($162,319)** | **(2.37%)** |




## Revenue by Program

| Revenues by Program | 2015 - 2016 Biennial Actual | 2017 - 2018 Biennial Budget | 2017 - 2018 Biennial Estimate | 2019 - 2020 Biennial Budget | 2019 - 2020 vs. 2017 - 2018 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Permit Services | $1,858 | $0 | $4,836 | $0 | $0 | 0.00% |
| City Planning | $0 | $120,830 | $130,628 | $45,551 | ($75,279) | (62.30%) |
| Building & Inspections | $5,732,873 | $4,650,708 | $6,232,838 | $4,334,262 | ($316,446) | (6.80%) |
| Code Abatement Operations | 222,172 | 0 | 22,440 | 0 | 0 | 0.00% |
| **Total Operating Revenue** | **$5,956,903** | **$4,771,538** | **$6,390,741** | **$4,379,813** | **($391,725)** | **(8.21%)** |
| **General Fund Subsidy** | **$542,442** | **$2,083,299** | **$133,632** | **$2,312,705** | **$229,406** | **11.01%** |
| **Use/(Provision) of Fund Balance:** | **($218,172)** | **$0** | **($22,440)** | **$0** | **$0** | **#DIV/0!** |
| Code Abatement | ($218,172) | $0 | ($22,440) | $0 | $0 | 0.00% |
| **Total Resources** | **$6,281,173** | **$6,854,837** | **$6,501,934** | **$6,692,518** | **($162,319)** | **(2.37%)** |

## Expenditure by Fund

| Expenditure By Fund | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| General Fund | $6,277,173 | $6,854,837 | $6,501,934 | $6,692,518 | ($162,319) | (2.37%) |
| Code Abatement | $4,000 | $0 | $0 | $0 | $0 | 0.00% |
| **Total Expenditure** | **$6,281,173** | **$6,854,837** | **$6,501,934** | **$6,692,518** | **($162,319)** | **(2.37%)** |

# Planning and Community Development
# 2021-2022 Biennial Budget

## Revenue by Fund

| Revenues By Fund | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| General Fund | $5,734,731 | $4,771,538 | $6,368,302 | $4,379,813 | ($391,725) | (8.21%) |
| Code Abatement | $222,172 | $0 | $22,440 | $0 | $0 | 0.00% |
| **Tota Revenues** | **$5,956,903** | **$4,771,538** | **$6,390,741** | **$4,379,813** | **($391,725)** | **(8.21%)** |
| **Fund Subsidies** | | | | | | |
| General Fund | $542,442 | $2,083,299 | $133,632 | $2,312,705 | $229,406 | 11.01% |
| Code Abatement | ($218,172) | $0 | ($22,440) | $0 | $0 | 0.00% |
| **TOTAL RESOURCES** | **$6,281,173** | **$6,854,837** | **$6,501,934** | **$6,692,518** | **($162,319)** | **(2.37%)** |

## Expenditure by Type

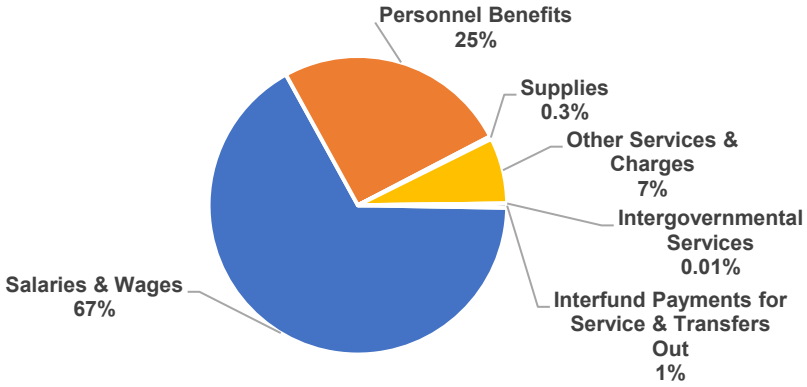
| Expenditure Category | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Salaries & Wages | $3,961,413 | $4,292,768 | $4,150,124 | $4,465,383 | $172,615 | 4.02% |
| Personnel Benefits | $1,518,216 | $1,650,696 | $1,581,244 | $1,696,675 | $45,979 | 2.79% |
| Supplies | $21,247 | $15,494 | $21,578 | $20,327 | $4,833 | 31.19% |
| Other Services & Charges | $721,283 | $830,336 | $686,062 | $478,221 | ($352,115) | (42.41%) |
| Intergovernmental Services | $467 | $0 | $874 | $1,000 | $1,000 | 0.00% |
| Capital Outlays | $22,596 | $0 | $0 | $0 | $0 | 0.00% |
| Interfund Payments for Service & Transfers Out | $35,951 | $65,543 | $62,051 | $30,912 | ($34,631) | (52.84%) |
| **Total Expenditures** | **$6,281,173** | **$6,854,837** | **$6,501,934** | **$6,692,518** | **($162,319)** | **(2.37%)** |

## Revenue by Type

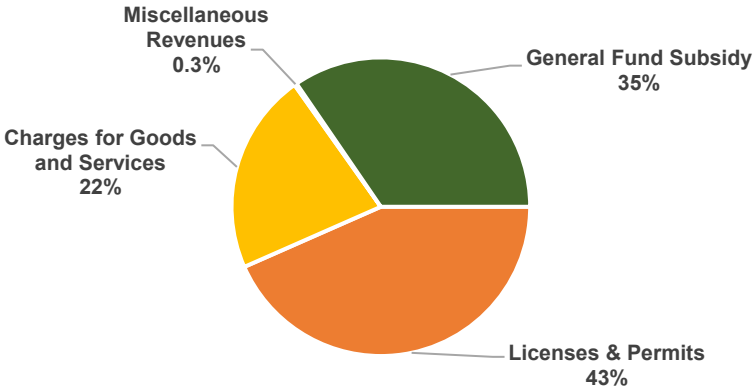
| Revenue Category | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Licenses & Permits | $3,343,876 | $3,202,570 | $2,820,879 | $2,903,847 | ($298,723) | (9.33%) |
| Intergovernmental Revenues | $0 | $94,000 | $119,000 | $0 | ($94,000) | (100.00%) |
| Charges for Goods and Services | $2,390,454 | $1,458,138 | $3,428,388 | $1,459,136 | $998 | 0.07% |
| Fines and Forfeits | $7,598 | $0 | $12,475 | $0 | $0 | 0.00% |
| Miscellaneous Revenues | $204,401 | $16,830 | $34 | $16,830 | $0 | 0.00% |
| Investment Earnings | $10,574 | $0 | $9,965 | $0 | $0 | 0.00% |
| **Total Revenue** | **$5,956,903** | **$4,771,538** | **$6,390,741** | **$4,379,813** | **($2,591,069)** | **(54.30%)** |
| **General Fund Subsidy** | **$542,442** | **$2,083,299** | **$133,632** | **$2,312,705** | **$229,406** | **11.01%** |
| **Code Abatement Fund** | **($218,172)** | **$0** | **($22,440)** | **$0** | **$0** | **0.00%** |
| **Total Resources** | **$6,281,173** | **$6,854,837** | **$6,501,934** | **$6,692,518** | **($162,319)** | **(2.37%)** |

# Planning and Community Development
# 2021-2022 Biennial Budget

## Expenditures




## Revenues




## Budget Changes

Each budget cycle, staff removes any one-time items included in the previous adopted budget. Staff also makes slight modifications to account for ongoing changes and increasing costs. Below is a summary of major budget changes associated with supplemental requests, projects, and other programmatic shifts.

### Expenditures

### <u>One-Time Supplementals</u>

<u>City Planning</u>

- Comprehensive Plan Element Update ($40,000)

## Ongoing Changes

Building & Inspections

- Overtime costs associated with permit processing and inspections ($16,000 biennial).

Permit Services

- Overtime costs associated with permit processing and inspections ($8,000 biennial).

## Staffing Changes

- Reclassification of Assistant Planner to Associate Planner: The City Planning Manager and Planning & Community Development Director have noted the advantages of having highly trained Planners with multiple years of experience performing more complex permit reviews especially those reviews that involve critical areas. The Associate Planner position is classified to support these more complex specialized reviews whereas the Assistant Planner position is very entry level. ($5,312)

## 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*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Percent of customers who were satisfied with the timeliness of building inspections | 100% | 95% | 100% | 95% | 95% | 95% |

| ***EFFICIENCY*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Average weeks to 1st review/approve New Commercial permits | / | / | 12.84/26.80 | 12.84/26.80 | 12.84/26.80 | 12.84/26.80 |
| Average weeks to 1st review/approve New Commercial Tenant Improvement permits | / | / | 7.13/11.42 | 7.13/11.42 | 7.13/11.42 | 7.13/11.42 |
| Average weeks to 1st review/approve New Multi-Family permits | / | / | 11.48/42.29 | 11.48/42.29 | 11.48/42.29 | 14.0/24.0 |
| Average weeks to 1st review/approve New Single-Family permits | / | / | 15.45/31.13 | 15.45/31.13 | 15.45/31.13 | 12.84/26.80 |
| Average weeks to 1st review/approve Single-Family Addition/Remodel permits | / | / | 5.16/9.48 | 5.16/9.48 | 5.16/9.48 | 5.16/9.48 |
| Percentage of building inspections requested before 6 a.m. and completed the same day | / | / | 99% | 95% | 100% | 100% |

| ***WORKLOAD*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Number of Mechanical and Plumbing Permits submitted | 665 | 600 | 784 | 775 | 800 | 800 |
| Number of building inspections completed daily | / | / | 21 | 17 | 19 | 22 |
| Number of inspections completed annually | 4,672 | 4,600 | 5391 | 4274 | 5000 | 5400 |
| Total number of Single-Family Addition/Remodel Permits submitted | 248 | / | 262 | 230 | 250 | 300 |

## 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.

| ***WORKLOAD*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Total number of Single-Family New Construction Permits submitted | 99 | / | 135 | 40 | 100 | 120 |
| Total number of Commercial Addition/Remodel Permits submitted | 53 | / | 59 | 32 | 50 | 65 |
| Total number of Commercial New Construction Permits submitted | 24 | / | 25 | 10 | 30 | 55 |

## PERMIT SERVICES

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

| ***EFFECTIVENESS*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Percent of customers who rated services as good or excellent | 95% | 95% | 95% | 92% | 93% | 95% |
| Percent of customers who said they were treated courteously by employees | 97% | 98% | 99% | 97% | 97% | 98% |
| Percent of customers who were satisfied with the updates they received regarding their project's status | 100% | 93% | 87% | 85% | 90% | 92% |

| ***WORKLOAD*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Number of walk-in customers served | 5,358 | 5,300 | 5825 | 2000 | 3000 | 3000 |
| Number Right-of-Way Permits submitted | 510 | 540 | 727 | 468 | 650 | 727 |
| Number of Wastewater Permits submitted | 68 | | 574 | 270 | 400 | 500 |
| Total Number of Applications submitted (excluding L&I electrical permits) | 2,130 | 2,300 | 3159 | 2100 | 2400 | 2500 |

## 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.

| ***WORKLOAD*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Number of land use permits submitted | 79 | 70 | 255 | 160 | 200 | 210 |
| Number of preliminary short plats submitted | 9 | 11 | 21 | 5 | 11 | 15 |
| Number of Planning Commission meetings staffed | 19 | 22 | 22 | 22 | 22 | 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.

| ***EFFICIENCY*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Administrative Services budget as a percent of the Planning and Community Development budget | 7.4% | 7.0% | 7.95% | 7.5% | 7.5% | 7.5% |

| ***WORKLOAD*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Number of public disclosure requests processed | 253 | 175 | 205 | 218 | 215 | 215 |

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# *Public Works*

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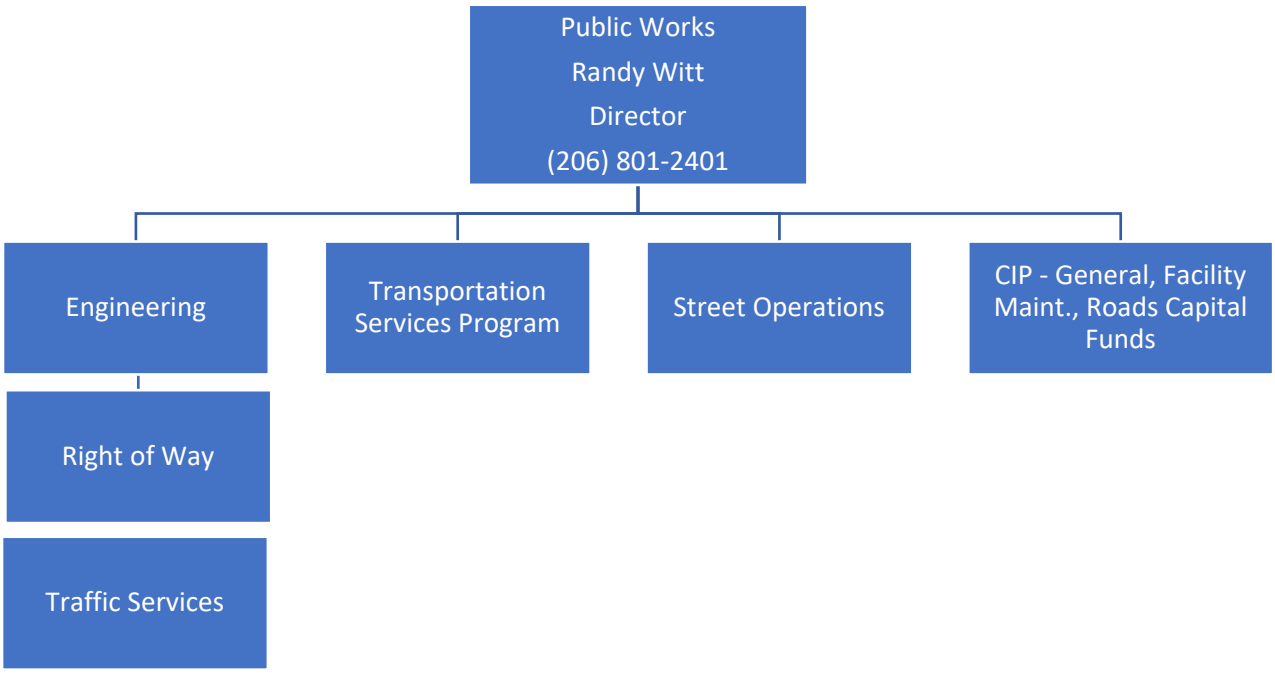
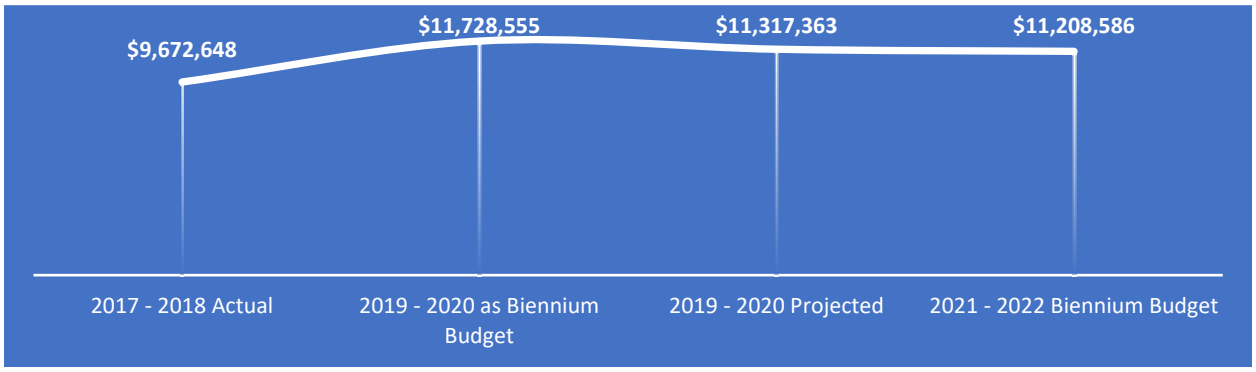
# Public Works
# 2021-2022 Biennial Budget

## Department Mission Statement

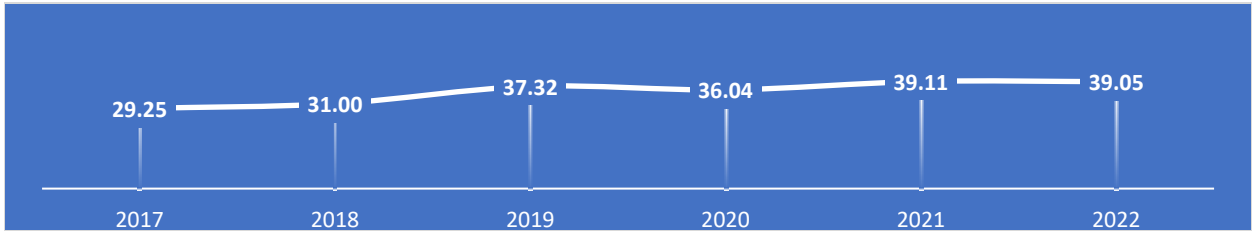
*Supporting a sustainable and vibrant community through stewardship of our public infrastructure and natural environment.*




## Expenditure Comparison




## Staffing Trend



# Public Works
# 2021-2022 Biennial Budget

| Program | 2017 Actual | 2018 Actual | 2019 Actual | 2020 Budget | 2021 Budget | 2022 Budget | 2021 Changes | 2022 Changes |
|---|---|---|---|---|---|---|---|---|
| P/W Administration | 2.00 | 1.10 | 1.43 | 1.43 | 1.43 | 1.43 | 0.00 | 0.00 |
| Environmental Services | 1.40 | 1.60 | 1.60 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Right of Way Program | 1.50 | 2.25 | 1.90 | 1.90 | 2.45 | 2.45 | 0.55 | (0.00) |
| Engineering | 4.06 | 3.89 | 3.65 | 3.65 | 3.55 | 3.55 | (0.10) | 0.00 |
| Transportation Services Prog | 1.70 | 2.05 | 1.80 | 1.80 | 1.88 | 1.88 | 0.08 | 0.00 |
| Traffic Services | 2.70 | 3.20 | 2.30 | 2.30 | 2.77 | 2.77 | 0.47 | 0.00 |
| Parks Landscaping | 0.00 | 0.00 | 3.50 | 3.50 | 3.65 | 3.65 | 0.15 | 0.00 |
| Street Operations | 6.54 | 6.50 | 6.50 | 6.50 | 6.40 | 6.40 | (0.10) | 0.00 |
| Streets Landscaping | 0.00 | 0.00 | 2.80 | 2.80 | 2.92 | 2.92 | 0.12 | 0.00 |
| General Capital | 1.90 | 1.95 | 2.34 | 2.97 | 0.68 | 0.42 | (2.29) | (0.26) |
| Roads Capital | 7.45 | 8.46 | 9.50 | 9.19 | 13.38 | 13.58 | 4.19 | 0.20 |
| **Total Full-Time Equivalent Staff** | **29.25** | **31.00** | **37.32** | **36.04** | **39.11** | **39.05** | **3.07** | **(0.06)** |

## 2019-2020 Council Goals and Work Plan Accomplishments

### Goal 1: Strengthen Shoreline's economic climate and opportunities

- Completed construction of intersection improvements as N 155th St and Westminster Way in conjunction with re-development at Shoreline Place.
- Completed inspections for the Einstein Middle School, Kellogg Middle School, Parkwood Elementary, and Aldercrest Elementary.
- In support of the redevelopment of the Community Renewal Area, completed construction of the Westminster and 155th Street Improvement including storm line relocation and the Shoreline Place developer's sewer and water line improvements in the ROW.

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

- Completed the 185th St. Multi-modal Corridor Study and Final Report.
- Initiated Transportation Master Plan update.
- Repaired priority guardrail runs damaged by vehicle collisions.
- Completed the Light Rail Station Subareas Parking Study, which provided a baseline info on-street parking capacity and utilization within the light rail station recommended near-term, mid-term, and long-term strategies to manage parking demand
- Supported the Light Rail Station L200 Early Work Package through permit issuance and construction inspections for sewer line cap off, main line and manhole decommissioning, Closed Circuit Television (CCTV) and bypass monitoring.
- Completed 30% Design of 148th St Non-Motorized Bridge.
- Completed 30% design for Trail Along the Rail retaining wall with Sound Transit for segment at Ridgecrest Park.
- Began purchase of right of way for the 145th Corridor Project, Phase 1.
- Progressing towards 30% design of the 145th Interchange Improvement Project.
- Completed re-construction of Meridian Ave N and N 155th St intersection.
- Completed implementation of the new in-house Grounds Maintenance services that supplanted previously contracted services.
- Completed improvements at North Maintenance Facility to support Grounds Maintenance.
- Completed multiple roadway and traffic signal projects including 155th and Meridian signal project, NE 175th Street overlay (I5 to 15th Ave NE), 15th Ave NE overlay (NE 155th to 160th), 2019 BST, school zone flashers and radar speed signs.
- Installed ten (10) flow monitoring stations within the Wastewater Collection System to collect hydraulic data that will be analyzed and used to determine system deficiencies and future capital improvement projects.

**Goal 3: Prepare for two Shoreline light rail stations**

- Attained more than $9 Million in funding for the 148th Street Non-Motorized Bridge project including over $2M for from US DOT Surface Transportation Program (STP); $3M from the King County Parks Levy and over $3M from Sound Transit System Access grant.
- Attained $4.92 Million for construction funding for the 145th and I-5 Interchange Project and $ 4.92M on the contingency list for construction of the 145th Corridor Project.
- Took regional and state legislative leaders and staff on a tour of the 145th Street corridor projects and the 148th Non-motorize Bridge Project and educated them on the mobility and access benefits of Connecting Washington funds.
- Achieved agreement with Sound Transit to change their proposed improvements to the 145th and I-5 Interchange improvements for their SR 522/145th BRT Project to roundabouts and signing a Letter of Concurrence with Shoreline to contribute up to $10M to fund construction of proposed improvements.
- Continued to build a strong partnership with WSDOT for improvements to the 145th and I-5 Interchange leading to an interlocal agreement with WSDOT to take the Project for Final Design and construction.
- Continued to work with King County Metro on implementation of King County Metro Connects, including:
    - Serving on the Northlink Connections Mobility Project advisory committee regarding reallocation of service to Shoreline residents' access to the Northgate light rail station;
    - Participating in the KC Mobility Framework Advisory Committee; and
    - Supporting Council's participation in the KC Regional Transit Committee regarding immediate and long-term service changes with the impacts of COVID.
- Continued to work with Community Transit (CT) on the expansion of the Blue Line to the 185th Light Rail station and partnering with CT on design and construction of capital improvements to Meridian Ave North between 185th and 200th to support CT's bus service.
- Continued to work with Sound Transit to develop bus rapid transit (BRT) improvements to the 145th corridor between SR 522 and I-5 to support new BRT service and pursue ST BRT mitigation funds for additional non-motorized access improvements.
- Issued Right of Way permits to Sound Transit and utilities to facilitate construction of project
- Proceed with street vacations and revisions to existing right of way as a result of Sound Transit projects.

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

- Continue to implement traffic safety improvements, including in school zones and neighborhoods, informed by traffic data analysis and associated recommendations from the Annual Traffic Report.

## 2021-2022 Council Goals and Work Plan Goals

**Goal 2: Continue to deliver highly valued public services through management of the City's infrastructure and stewardship of the natural environment**

- Begin construction of the new sidewalk construction program.
- Implement the 2020-2022 priority environmental strategies including implementation of Salmon-Safe certification activities.
- Implement phase one of the City Maintenance Facility project.

- Update the Transportation Master Plan, including evaluating a multimodal level of service and its application to concurrency, Transportation Impact Fees, and shared use mobility options.
- Design the N 175th Street Corridor Project from Interstate-5 to Stone Avenue N.
- Develop funding strategy to implement the 185th Corridor Strategy improvement recommendations.
- Complete multiple capital projects in support of transportation systems, surface water utility and facilities.

**Goal 3: Continue preparation for regional mass transit in Shoreline**

- Continue strong partnership with WSDOT as lead for the Final Design of the 145th and I-5 Interchange.
- Continue to work with King County Metro on implementation of King County Metro Connects and reallocation of service with the two Shoreline light rail stations as well as continued to support for Council's participation in the KC Regional Transit Committee regarding immediate and long term service changes with the impacts of COVID.
- Continue to work with Community Transit (CT) on the expansion of the Blue Line to the 185th Light Rail station and partnering with CT on design and construction of capital improvements to Meridian Ave North between 185th and 200th to support CT's bus service.
- Continue to work with Sound Transit for development of the final design of the bus rapid transit (BRT) improvements to the 145th corridor between SR 522 and I-5 to support new BRT service, pursue ST BRT mitigation funds for additional non-motorized access improvements, and implement supporting agreements for permit review.
- Work with regional and federal partners to fund, design, and construct the 145th Street corridor improvements west of the Interstate-5 interchange, the 145th Off-Corridor Bike Network as well as the 148th Non-motorized Bridge.
- Create non-motorized connections to the light rail stations and provide for multiple transportation options in and between the Station subareas by continuing to coordinate design elements of the Trail Along the Rail with Sound Transit.
- Continue to update the Light Rail Station Subareas Parking Study with additional parking capacity and utilization data.

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

- Continue to support Title VI compliance with stakeholder engagement activities focused on disadvantaged populations.

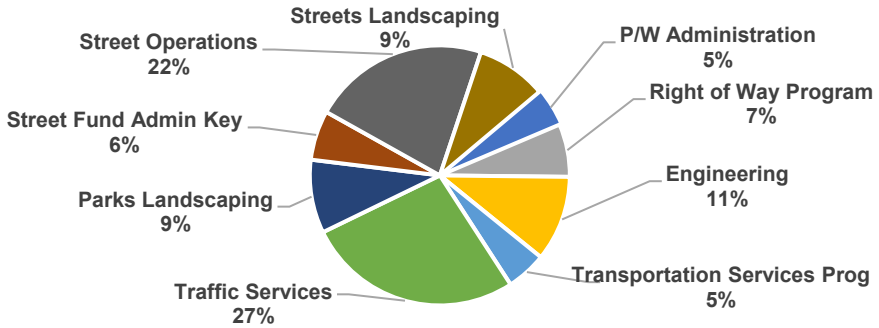
**Goal 5: Promote and enhance the City's safe community and neighborhood programs and initiatives**

- Continue addressing traffic issues and concerns in school zones and neighborhoods using the City's speed differential map and citizen traffic complaints.

# Public Works
# 2021-2022 Biennial Budget

## Expenditure by Program

| Expenditures by Program | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| P/W Administration | $648,581 | $648,191 | $585,936 | $528,097 | ($120,094) | (18.53%) |
| Environmental Services | $521,693 | $306,047 | $253,047 | $0 | ($306,047) | (100.00%) |
| Right of Way Program | $593,598 | $692,677 | $743,745 | $736,548 | $43,871 | 6.33% |
| Engineering | $1,355,720 | $1,289,472 | $1,337,032 | $1,195,032 | ($94,440) | (7.32%) |
| Transportation Services Prog | $567,693 | $569,321 | $569,321 | $560,656 | ($8,665) | (1.52%) |
| Traffic Services | $2,443,593 | $2,992,020 | $2,992,135 | $3,023,522 | $31,502 | 1.05% |
| Parks Landscaping | $0 | $1,027,613 | $826,513 | $1,023,834 | ($3,779) | (0.37%) |
| Street Fund Admin Key | 1,247,502 | 528,991 | 466,991 | 691,976 | 162,985 | 30.81% |
| Street Operations | 2,294,268 | 2,683,507 | 2,682,547 | 2,467,215 | (216,292) | (8.06%) |
| Streets Landscaping | 0 | 990,716 | 860,096 | 981,706 | (9,010) | (0.91%) |
| **Total Expenditure** | **9,672,648** | **11,728,555** | **11,317,363** | **11,208,586** | **(519,969)** | **(4.43%)** |




## Revenue by Program

| Revenues by Program | 2015 - 2016 Biennial Actual | 2017 - 2018 Biennial Budget | 2017 - 2018 Biennial Estimate | 2019 - 2020 Biennial Budget | 2019 - 2020 vs. 2017 - 2018 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Environmental Services | $873,558 | $363,954 | $459,055 | $0 | ($363,954) | (100.00%) |
| Right of Way Program | $605,720 | $520,000 | $878,313 | $670,000 | $150,000 | 28.85% |
| Traffic Services | $24 | $30,000 | $15,565 | $30,000 | $0 | 0.00% |
| Street Fund Admin Key | 496,668 | 1,444,631 | 1,450,615 | 1,686,243 | 241,612 | 16.72% |
| Street Operations | 2,578,232 | 2,609,608 | 2,242,076 | 2,454,654 | (154,954) | (5.94%) |
| **Total Operating Revenue** | **4,554,202** | **4,968,193** | **5,045,625** | **4,840,897** | **(127,296)** | **(2.56%)** |
| **General Fund Subsidy** | **$4,651,575** | **$6,611,387** | **$5,954,796** | **6,310,449** | **(300,938)** | **(4.55%)** |
| **Use/(Provision) of Fund Balance:** | **466,870** | **148,975** | **316,943** | **(345,988)** | **(494,963)** | **(332.25%)** |
| Street | $466,870 | $148,975 | $316,943 | ($345,988) | ($494,963) | (332.25%) |
| **Total Resources** | **$9,672,648** | **$11,728,555** | **$11,317,363** | **$10,805,358** | **($923,197)** | **(7.87%)** |

# Public Works
# 2021-2022 Biennial Budget

## Expenditure by Fund

| Expenditure By Fund | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| General Fund | $6,130,878 | $7,525,341 | $7,307,729 | $7,067,689 | ($457,652) | (6.08%) |
| Street Fund | $3,541,770 | $4,203,214 | $4,009,634 | $4,140,897 | ($62,317) | (1.48%) |
| **Total Expenditure** | **$9,672,648** | **$11,728,555** | **$11,317,363** | **$11,208,586** | **($519,969)** | **(4.43%)** |

## Revenue by Fund

| Revenues By Fund | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| General Fund | $1,479,303 | $913,954 | $1,352,933 | $700,000 | ($213,954) | (23.41%) |
| Street Fund | $3,074,900 | $4,054,239 | $3,692,692 | $4,140,897 | $86,658 | 2.14% |
| **Tota Revenues** | **$4,554,202** | **$4,968,193** | **$5,045,625** | **$4,840,897** | **($2,580,298)** | **(51.94%)** |
| **Fund Subsidies** | | | | | | |
| General Fund | $4,651,575 | $6,611,387 | $5,954,796 | $6,367,689 | ($243,698) | (3.69%) |
| Street Fund | $466,870 | 148,975 | $316,943 | $0 | ($148,975) | (100.00%) |
| **TOTAL RESOURCES** | **$9,672,648** | **$11,728,555** | **$11,317,363** | **$11,208,586** | **($519,969)** | **(4.43%)** |

## Expenditure by Type

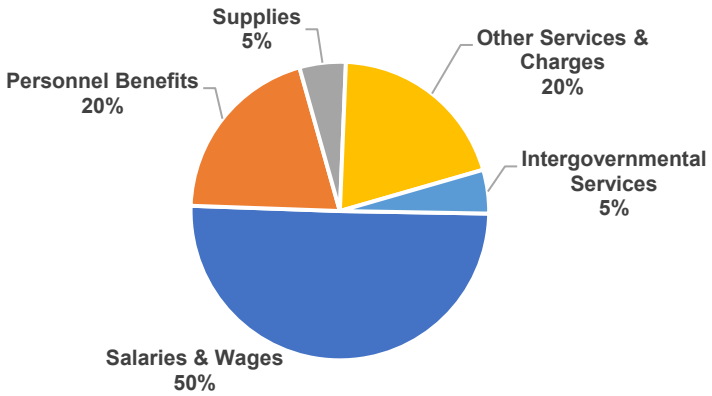
| Expenditure Category | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Salaries & Wages | $3,632,990 | $4,578,415 | $4,731,589 | $4,966,283 | $387,868 | 8.47% |
| Personnel Benefits | $1,387,850 | $1,688,281 | $1,820,550 | $1,980,746 | $292,465 | 17.32% |
| Supplies | $307,151 | $405,728 | $442,857 | $495,968 | $90,240 | 22.24% |
| Other Services & Charges | $2,038,325 | $2,707,653 | $2,143,161 | $1,963,061 | ($744,592) | (27.50%) |
| Intergovernmental Services | $516,669 | $400,220 | $666,617 | $467,920 | $67,700 | 16.92% |
| Capital Outlays | $30,426 | $88,540 | $0 | $0 | ($88,540) | (100.00%) |
| Interfund Payments for Service & Transfers Out | $1,759,236 | $1,859,718 | $1,512,588 | $1,334,608 | ($525,110) | (28.24%) |
| **Total Expenditures** | **$9,672,648** | **$11,728,555** | **$11,317,363** | **$11,208,586** | **($519,969)** | **(4.43%)** |

# Public Works
# 2021-2022 Biennial Budget

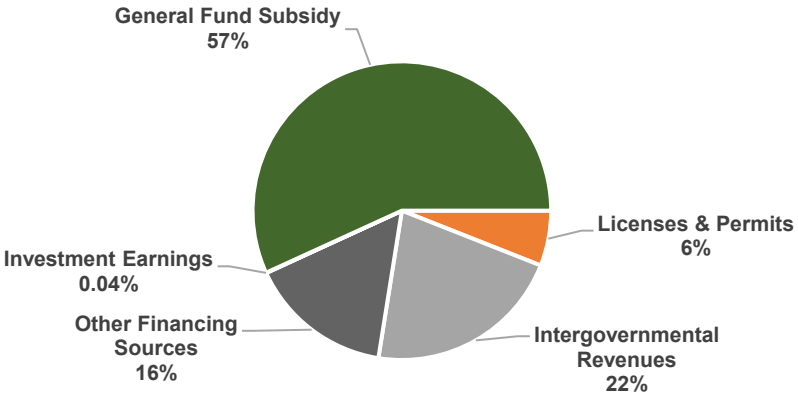
## Revenue by Type

| Expenditure Category | 2017 - 2018 Biennial Actual | 2019 - 2020 Biennial Budget | 2019 - 2020 Biennial Estimate | 2021 - 2022 Biennial Budget | 2021 - 2022 vs. 2019 - 2020 Biennial Budget | Percentage Change |
|---|---|---|---|---|---|---|
| Licenses & Permits | $605,866 | $520,000 | $878,353 | $670,000 | $150,000 | 28.85% |
| Intergovernmental Revenues | $2,816,646 | $2,624,444 | $2,358,637 | $2,414,654 | ($209,790) | (7.99%) |
| Fines and Forfeits | $849 | $0 | $0 | $0 | $0 | 0.00% |
| Miscellaneous Revenues | $761,465 | $309,118 | $397,880 | $0 | ($309,118) | (100.00%) |
| Other Financing Sources | $353,301 | $1,509,631 | $1,401,119 | $1,751,243 | $241,612 | 16.00% |
| Investment Earnings | $16,075 | $5,000 | $9,636 | $5,000 | $0 | 0.00% |
| **Total Revenue** | **$4,554,202** | **$4,968,193** | **$5,045,625** | **$4,840,897** | **($127,296)** | **(2.56%)** |
| **General Fund Subsidy** | **$4,651,575** | **$6,611,387** | **$5,954,796** | **$6,367,689** | **($243,698)** | **(3.69%)** |
| **Street** | **$466,870** | **$148,975** | **$316,943** | **$0** | **($148,975)** | **(100.00%)** |
| **Total Resources** | **$9,672,648** | **$11,728,555** | **$11,317,363** | **$11,208,586** | **($519,969)** | **(4.43%)** |

## Expenditures




## Revenues



*Some Programs are projecting expenditures exceeding budget for the 2019-2020 Biennium as a result of unbudgeted COVID-19 related costs. These costs are anticipated to be fully reimbursed through FEMA or Cares Act funding, and there is adequate budget appropriation at the fund level to cover the expenditures due to other programmatic and project related cost savings.

## Budget Changes

Each budget cycle, staff removes any one-time items included in the previous adopted budget. Staff also makes slight modifications to account for ongoing changes and increasing costs. Below is a summary of major budget changes associated with supplemental requests, projects, and other programmatic shifts.

### Expenditures

### One-Time Supplementals

Traffic Services

- Inventory of the Availability and Utilization of Parking Station Subarea Extra Help ($25 000).

### Ongoing Changes

Streets Landscaping

- Additive funding is provided to the Grounds Maintenance program in order to maintain the new landscape infrastructure installed as part of the Westminster Way N. and N. 155th St. reconstruction project starting in 2022 ($27,419).

### Programmatic Change

Traffic Services

- Over the last three years, Traffic Services contracted durable pavement marking maintenance and installation. Each year's contract has presented challenges, including high cost, lack of completion, and higher use of staff resources in comparison to prior delivery (using King County). Prior to contracting, King County was not consistently completing necessary maintenance during the available season, resulting in thermoplastic wear below visibility standards which is why the City shifted this task to contractors, however the same challenges persist. To ensure consistent and reliable durable pavement marking maintenance, and in order to respond to installation or removal needs as they arise throughout the year, Traffic Services has worked with the Utility and Operations Division to ensure durable marking maintenance can be completed by Street Operations staff annually. It is estimated the change will save the City $45,000 annually or $90,000 biennially ongoing.
    - Associated One-Time Costs:
        - Upgrades to existing pickup truck scheduled for replacement ($24,000)
        - Acquisition of durable pavement marking equipment ($33,240)
        - Start-up and safety supplies and other costs ($13,370)

## Staffing Changes

PW Existing Position Allocations Shifts

- The proposed PW position allocation shifts for 2021-2022 are intended to better align staff with where they are working verses where their positions are currently budgeted. Overall, the shifts increase costs in the General Fund, which are partially offset by non-salary and benefit items. The ongoing impact to the General Fund is $137,441 biennially.

CIP

- Addition of 1.00 FTE Engineer 3 ($323,765 biennially) and 1.00 FTE Transportation Specialist ($201,075 biennially) to support delivery of Roads Capital projects.

## 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*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Number of ROW inspections completed per FTE | 1077 | 1306 | 1459 | 1500 | 1500 | 1500 |

| ***WORKLOAD*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Number of right-of-way permits issued | 522 | 500 | 649 | 650 | 650 | 650 |
| Number of inspections performed | 1616 | 1960 | 3385 | 3500 | 3500 | 3500 |

## 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*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Percentage of residents who are very / somewhat satisfied with the overall travel time for trips on Shoreline streets (excluding I-5 and signals to I-5) | N/A | 49% | 56% | 65% | 65% | 65% |
| Percentage of residents that are very / somewhat satisfied with the adequacy of city street lighting in their neighborhood | N/A | 54% | 64% | 55% | 55% | 55% |

| ***WORKLOAD*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Number of active residential areas involved in the NTSP Program | 22 | 25 | 19 | 25 | 2 | 0 |
| Number of work orders issued | 413 | 200 | 326 | 200 | 400 | 400 |
| Number of traffic counts completed each year | 150 | 200 | 150 | 400 | 150 | 150 |
| Number of residential area traffic projects completed per year | 1 | 2 | 1 | 1 | 1 | 0 |
| Number of Traffic Service requests received | 328 | 435 | 470 | 400 | 500 | 520 |
| Percentage of Bike Plan completed | 56% | 61% | 61% | 61% | 61% | 61% |
| Percentage of Pedestrian Plan completed | 50% | 52% | 54% | 54% | 54% | 54% |

## 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*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Average PCI (Pavement Condition Index) for all City streets (5 year cycle) | 81 | 81 | 81 | 81 | 81 | 81 |
| Percentage of residents that are very / somewhat satisfied with the overall cleanliness of City streets/public areas | 69% | 69% | 64% | 62% | 62% | 62% |
| Percentage of residents who are very / somewhat satisfied with the overall maintenance of City streets | 66% | 66% | 60% | 56% | 56% | 56% |
| ***EFFICIENCY*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
| Cost per lane mile for BST (Bituminous Surface Treatment conducted in odd years) | $35,191 | $0 | $46,747 | $0 | $48,150 | $0 |
| Cost per lane mile of street sweeping | $102 | $102 | $103.75 | $103.75 | 105 | 105 |
| ***WORKLOAD*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
| Number of lane miles resurfaced with asphalt overlay (conducted in even years) | 2.48 | 1.9 | 3.36 | 1.71 | 0 | 1.82 |
| Number of lane miles swept | 2,363 | 2,500 | 1998 | 2600 | 2500 | 2500 |
| Number of miles resurfaced with BST (Bituminous Surface Treatment) | 12.63 | 0 | 9.5 | 0 | 8.3 | 0 |

## 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.

| ***WORKLOAD*** | ***2017*** | ***2018*** | ***2019*** | ***2020 Est.*** | ***2021 Proj.*** | ***2022 Proj.*** |
|---|---|---|---|---|---|---|
| Number of traffic signs maintained | 500 | 500 | 722 | 722 | 550 | 550 |

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# *Utilities*

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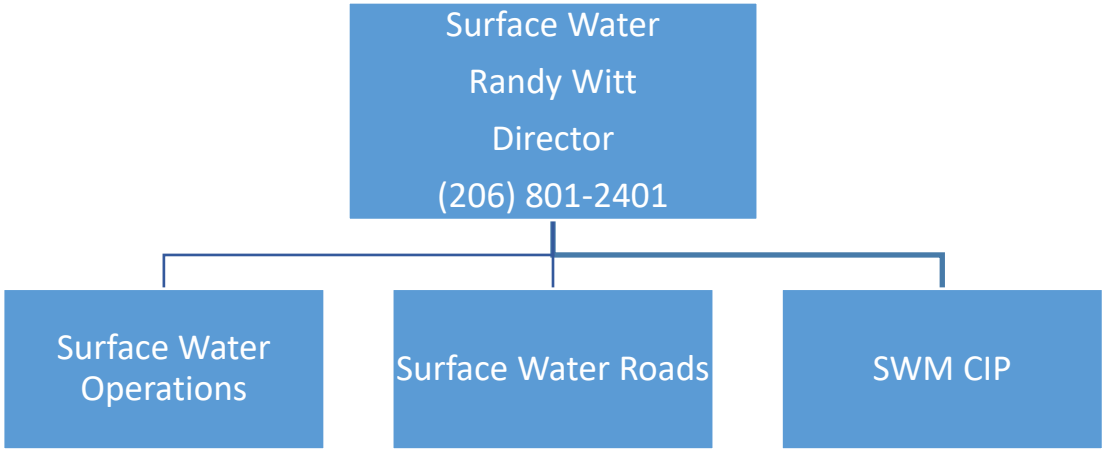
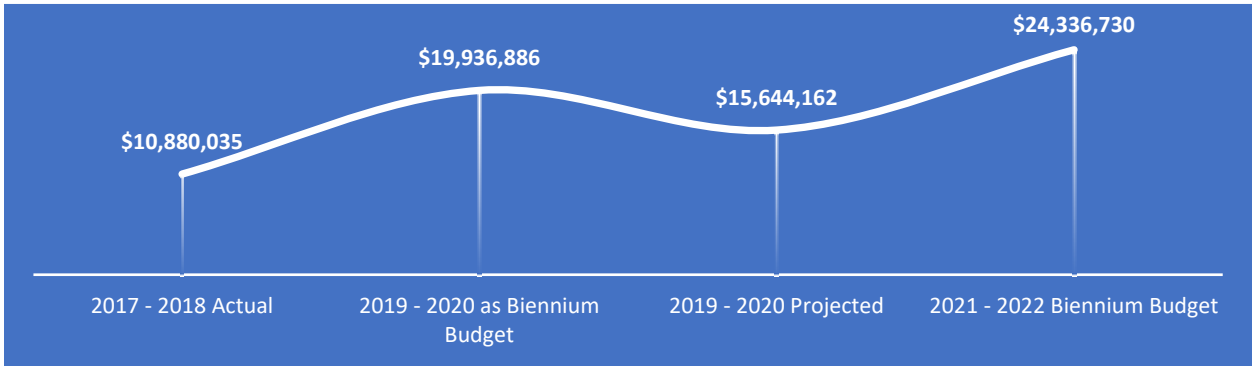
# Surface Water
# 2021-2022 Biennial Budget

## Department Mission Statement

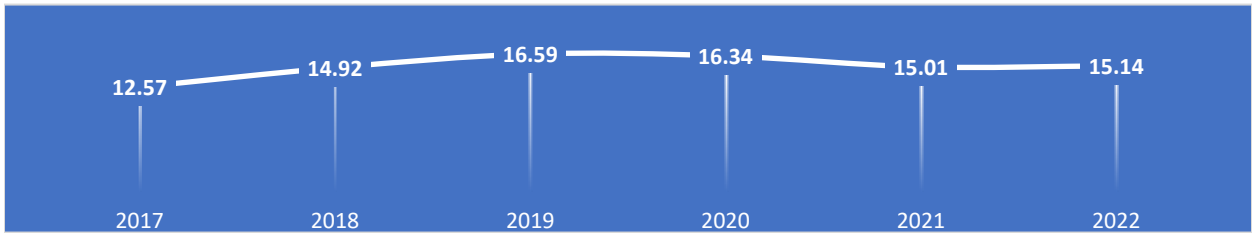
*We work together to provide environmental, street and surface water services of the highest quality.*




## Expenditure Comparison




## Staffing Trend




| Program | 2017 Actual | 2018 Actual | 2019 Actual | 2020 Budget | 2021 Budget | 2022 Budget | 2021 Changes | 2022 Changes |
|---|---|---|---|---|---|---|---|---|
| SWM Management | 10.21 | 11.58 | 12.58 | 12.58 | 12.92 | 12.92 | 0.34 | 0.00 |
| Surface Water Landscape | 0.00 | 0.00 | 0.70 | 0.70 | 0.73 | 0.73 | 0.03 | 0.00 |
| SWM Captial | 2.36 | 3.34 | 3.31 | 3.06 | 1.36 | 1.49 | (1.70) | 0.13 |
| **Total Full-Time Equivalent Staff** | **12.57** | **14.92** | **16.59** | **16.34** | **15.01** | **15.14** | **(1.33)** | **0.13** |

# Surface Water
# 2021-2022 Biennial Budget

For more information regarding the Surface Water Utility's 2019-2020 Biennial Budget, please refer to the "Surface Water Utility Fund (401) Summary" under the "Budget by Fund" Section.

## 2019-2020 Council Goals and Work Plan Accomplishments

**Goal 2: Continue to deliver highly valued public services through management of the City's infrastructure and stewardship of the natural environment**

- Implemented 2018 Surface Water Master Plan with focus on completing tasks identified for 2019 – 2020 planning years.
- Implemented re-issued 2019-2024 Western Washington Phase II Municipal Stormwater Permit (NPDES Phase II Permit).
- Completed a "gap analysis" and implemented process improvements related to SWM fee billing and Surface Water-related elements of City permitting, especially TESC inspection tracking and covenant process.
- Continued to implement comprehensive asset management system, including asset inventory and condition assessment for Surface Water Utility.
- Completed design and construction of 2020 CIPP Stormwater Pipe Repair Project.
- Completed Climate Impacts and Resiliency Study.
- Completed the Boeing Creek Regional Stormwater Facility Study.
- Advanced SEPA Mitigation Measures for 145th and 185th Station Subarea Surface Water systems from previous Subarea Planning, including implementing the Surface Water System Capacity Modeling Study as a key step.
- Completed preliminary design of improvements for all Surface Water pump stations.
- Completed initial development of Utility Communications Plan to provide effective outreach about Utility activities, projects, and initiatives, and to meet re-issued NPDES permit requirements for public education and outreach.

## 2021-2022 Council Goals and Work Plan Goals

**Goal 2: Continue to deliver highly valued public services through management of the City's infrastructure and stewardship of the natural environment**

- Implement 2018 Surface Water Master Plan and accompanying "gap analysis" with focus on completing tasks identified for 2021 – 2022 planning years and begin work on the next Surface Water Master Plan Update (in 2022).
- Continue to implement work as needed for compliance with 2019-2024 Western Washington Phase II Municipal Stormwater Permit (NPDES Phase II Permit), including creation of a new Business Source Control program and development of a Stormwater Management Action Plan (SMAP).
- Continue to implement comprehensive asset management system, including asset inventory, condition assessment, and lifecycle/risk analysis for Surface Water Utility.
- Develop a Water Quality Monitoring Program Plan to maximize efficiency and effectiveness of the Water Quality Monitoring Program, including how to best satisfy related Salmon-Safe conditions and 2019-2024 NPDES permit requirements.
- Complete design, permitting, and construction of the following capital projects:
    - Hidden Lake Dam Removal
    - Pump Station 26 Improvements
    - 2021 and 2022 Stormwater Pipe Repair and Surface Water Small Projects
    - NE 148th Street Infiltration Facilities

## Budget Changes

Each budget cycle, staff removes any one-time items included in the previous adopted budget. Staff also makes slight modifications to account for ongoing changes and increasing costs. Below is a summary of major budget changes associated with supplemental requests, projects, and other programmatic shifts.

### Expenditures

### One-Time Supplementals

SWM Management:

- 2021 Surface Water Rental and Operation of Down-fleeted Wastewater Vactor ($20,901)
- 2021 Early Replacement of Existing Street Sweeper ($27,676)

### Ongoing Changes

- No Major Ongoing Changes

### Staffing Changes

- No Major Staffing Changes

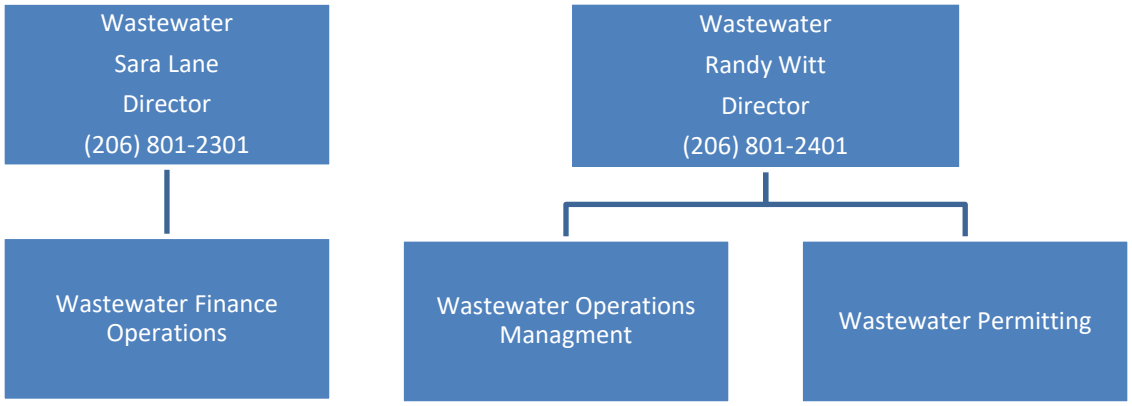
# Surface Water Utility - Performance Measures

**Red font indicates Performance Measures that are new or revised since 2018 as programs and their optimal measures evolve**

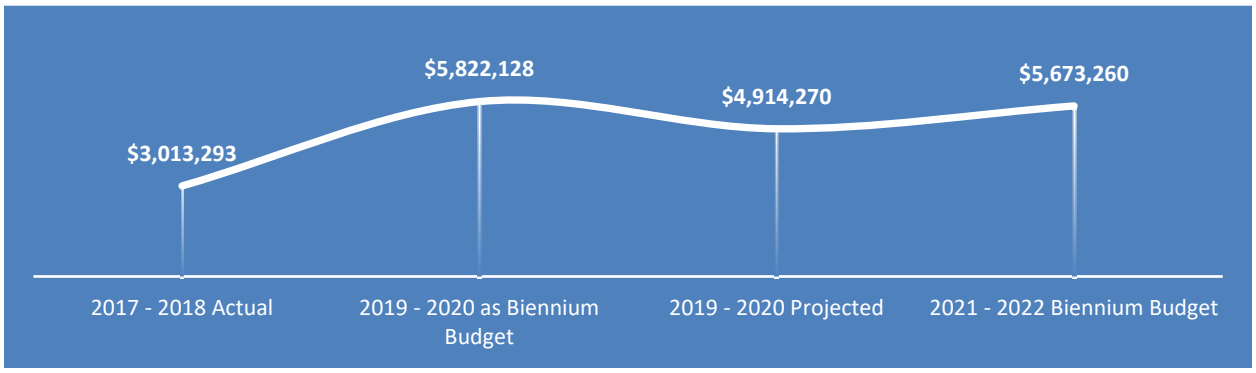
| Level of Service | Programs | Selected Performance Measures | Meets Expectations | Needs Improvement | Below Expectations | 2019 Program Measures | 2019 Overall Rating | 2020 Program Estimates* | 2020 Overall Target Rating | 2021-2022 Program Target | 2021-2022 Target Rating |
|---|---|---|---|---|---|---|---|---|---|---|---|
| LOS 1<br>Manage public health, safety and environmental risks from impaired water quality, flooding, and failed infrastructure | Drainage Assessment | Percent of new drainage assessments awaiting initial review, prioritization, and assignment of follow-up action | <5% | 5%-30% | >30% | >30% | Needs Improvements | 0% | Meets Expectations | 0% | Meets Expectations |
| | System Maintenance | Percent of maintenance completed in accordance with schedule or NPDES requirements, measured annually | >90% | 80%-90% | < 80% | 83% | | 80% | | >90% | |
| | System Inspection | Percent of asset inspections completed as scheduled | >95% | 80%-95% | < 80% | 100% | | 100% | | 100% | |
| LOS 2<br>Provide consistent, equitable standards of service to the citizens of Shoreline at a reasonable cost, within rates and budget | Stormwater Permit | Percent of permit data integrated in asset management systems within 6 months of closed permit. | >95% | 80%-95% | < 80% | 63% | Below Expectations | 70% | Below Expectations | 80% | Meets Expectations |
| | Small Repairs | Percent of identified small repairs completed within one year | >50% | 50% | < 50% | 38% | | 30% | | >50% | |
| | Surface Water Small Projects | Percent of small projects constructed within 1 year of design completion | >95% | 80%-95% | < 80% | N/A (no designs completed) | | N/A (no designs completed) | | 100% | |
| LOS 3<br>Engage in transparent communication through public education and outreach | Soak it Up LID Rebate | Percent distributed of total rebate budget | >80% | 50%-80 | < 50% | 81% | Meets Expectations | 60% | Needs Improvements | 100% | Meets Expectations |
| | Water Quality Public Outreach | Customers reached by education and outreach programs and events | >1000 | 500 to 1000 | <500 | 1279 | | 200 | | 1300 | |
| LOS 4<br>Comply with regulatory requirements for the urban drainage system | NPDES Compliance | Number of non-compliance notifications per year | 0 | 1 | >1 | 2 | Below Expectations | 1 | Needs Improvements | 0 | Meets Expectations |

*2020 Program Estimates reflect COVID-19 impacts

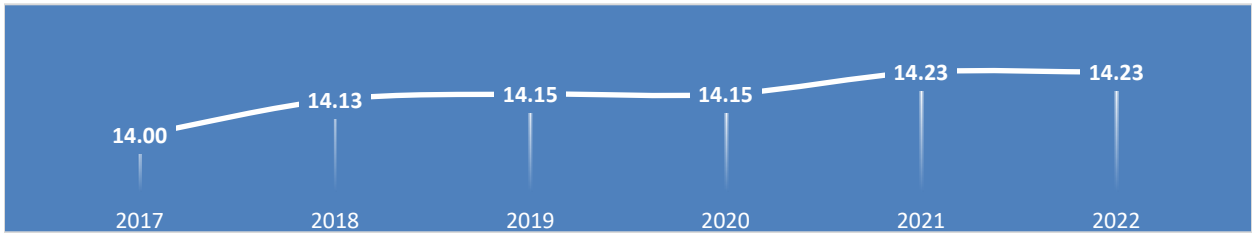
# Wastewater
# 2021-2022 Biennial Budget




## Expenditure Comparison




## Staffing Trend




| Program | 2017 Actual | 2018 Actual | 2019 Actual | 2020 Budget | 2021 Budget | 2022 Budget | 2021 Changes | 2022 Changes |
|---|---|---|---|---|---|---|---|---|
| Wastewater Finance Operations | 5.00 | 4.05 | 4.05 | 4.05 | 4.05 | 4.05 | 0.00 | 0.00 |
| Wastewater Operations Management | 7.00 | 8.08 | 7.75 | 7.75 | 7.75 | 7.75 | 0.00 | 0.00 |
| Wastewater Permitting | 2.00 | 2.00 | 2.35 | 2.35 | 2.43 | 2.43 | 0.08 | 0.00 |
| **Total Full-Time Equivalent Staff** | **14.00** | **14.13** | **14.15** | **14.15** | **14.23** | **14.23** | **0.08** | **0.00** |

For more information regarding the Wastewater Utility's 2021-2022 Biennial Budget, please refer to the "Wastewater Utility Fund (405) Summary" under the "Budget by Fund" Section.

In 2002, the City and Ronald Wastewater District (RWD) entered into an agreement to unify sewer services with City operations through assumption of RWD by the City effective October 23, 2017 In mid-2017, the RWD 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 took over operations of the wastewater utility on October 23, 2017. 2018 was our first full year of budget. We developed the 2021-2022 budget based on the experience of operating the utility, includes personnel and maintenance and operations costs necessary to operate the utility, and includes some shifting of budget, and reallocation of staff between the various wastewater functions. RWD has retained 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 quarterly reconciliation of direct costs.

## 2019-2020 Council Goals and Work Plan Accomplishments

**Goal 2: Continue to deliver highly valued public services through management of the City's infrastructure and stewardship of the natural environment**

- Stabilization of transitioned processes

**2019-2020 Operational Objectives**

- Maintained reliable wastewater services for a healthy community.
- Monitored inflow and infiltration of ground water into sewer lines to minimize unnecessary hydraulic flows into the sewer system with line repair and rehabilitation.

## 2021-2022 Council Goals and Work Plan Goals

**Goal 2: Continue to deliver highly-valued public services through management of the City's infrastructure and stewardship of the natural environment**

- Integrate contracted wastewater services into the Department upon RWD assumption.

**2021-2022 Operational Objectives**

- Coordinate master plans and capital projects to optimize investments and maximize the reliability, safety, flexibility, and overall efficiency of the wastewater utility.
- Evaluate and prioritize new projects for inclusion in the City's Six-Year CIP.
- Minimize infrastructure life-cycle costs through proactive maintenance management practices while maintaining a consistent level of service.
- Incorporate Wastewater standards into the Engineering Development Manual. Update and streamline the process(es) for redevelopment particularly developer extensions required on larger projects.

# Budget Changes

Each budget cycle, staff removes any one-time items included in the previous adopted budget. Staff also makes slight modifications to account for ongoing changes and increasing costs. Below is a summary of major budget changes associated with supplemental requests, projects, and other programmatic shifts.

# Wastewater
# 2021-2022 Biennial Budget

## Expenditures

### One-Time Supplementals

Wastewater Permitting

- Sewer Line-Rapid Assessment Tool (SL-RAT) ($30,000)
- Wastewater AutoCAD and ArcGIS Data Reconciliation ($69,802)

### Ongoing Changes

Wastewater Operation Management

- Sewer Line-Rapid Assessment Tool (SL-RAT) ($6,000 ongoing)
- Cathodic Protection Inspection Program ($15,000)
- Sewage Lift Station Pump and Motor Vibration Analysis ($7,000)
- Sewage Lift Station Thermographic Imagery Analysis ($7,000)

### Staffing Changes

- No Major Staffing Changes

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# BUDGET BY FUND

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# 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. The City's funds breakdown is as follows:

| Major Fund | Fund | Percentage of Total Budget |
|---|---|---|
| √ | General Fund (O) | 41.5% |
| √ | Roads Capital Fund (C) | 21.4% |
| √ | Surface Water Utility Fund (E) | 11.2% |
| | 2020 Ltd. General Obligation Bond Fund (D) | 11.2% |
| √ | General Capital Fund (C) | 3.9% |
| √ | Wastewater Utility Fund (E) | 2.4% |
| √ | Sidewalk Expansion Fund (C) | 2.3% |
| √ | Street Fund (O) | 1.8% |
| √ | Shoreline Secure Storage Fund (O) | 1.0% |
| | 2009 Ltd. General Obligation Bond Fund (D) | 0.9% |
| | Sidewalk Ltd. General Obligation Bond Fund (D) | 0.8% |
| | 2006 Unltd. General Obligation Bond Fund (D) | 0.5% |
| | Transportation Impact Fees Fund (C) | 0.4% |
| | City Facility-Major Maint. Fund (C) | 0.3% |
| | Park Impact Fees Fund (C) | 0.3% |
| | Park Impact Fees Fund (C) | 0.3% |
| | Vehicle Operations Fund (I) | 0.2% |
| | 2013 Ltd. General Obligation Bond Fund (D) | 0.2% |
| | Equipment Replacement Fund (I) | 0.2% |
| | Public Arts Fund (O) | 0.1% |
| | Public Arts Fund (O) | 0.1% |
| | Code Abatement Fund (O) | 0.1% |
| | State Drug Enforcement Forfeiture Fund (O) | 0.0% |
| | 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**<br>**Fund Name** | **Fund Type**<br>Description |
|---|---|
| | **Operating Funds** |
| **Fund 001**<br>**General Fund** | 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. |
| **Fund 020**<br>**Shoreline Secure Storage Fund** | Fund 020 is a managerial fund used to pay the expenses and liabilities of the operation of Shoreline Secure Storage. The primary source of revenue is rental income from the operation of the Shoreline Secure Storage Facility. |
| | **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**<br>**Street Fund** | The Street Fund provides support for roads and transportation maintenance and right-of-way activities. Fuel tax is the major source of revenue. Funds are transferred from the General Fund to subsidize the Street Operations program. |
| **Fund 107**<br>**Code Abatement Fund** | The Code Abatement Fund was established in 2002 by a transfer from the General Fund. It accounts for City code abatement efforts (public nuisances, dangerous buildings, etc.) with the costs associated with the abatement charged to the owner of the property either as a lien on the property or on the tax bill and recovered monies replenishing the fund for use toward future abatement efforts. |
| **Fund 108**<br>**State Drug Enforcement Forfeiture Fund** | The purpose of the State Drug Enforcement Forfeiture Fund is to account for State 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. |

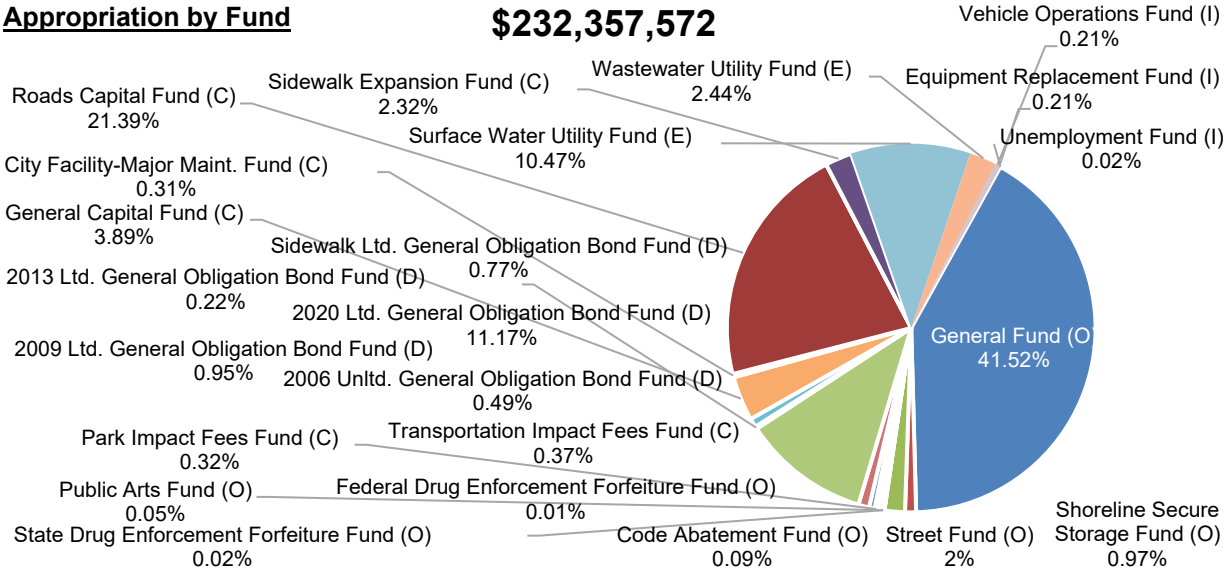
| Fund Number<br>Fund Name | **Fund Type**<br>Description |
|---|---|
| **Fund 109<br>Public Arts Fund** | The Municipal Art Fund, commonly referred to as Public Arts Fund, was established in 2002 by Ordinance No. 312 and amended in 2020 by Ordinance No. 874. The City recognized the importance and benefit of providing visual art at its public places and facilities and it is the City's policy to provide funding for works of art in public places with art purchased with these funds becoming part of a permanent City art collection. The City's Capital Improvement Program will budget 1% of the Capital Improvement Program funding for construction projects as a revenue source for this fund. |
| **Fund 112<br>Federal Drug Enforcement Forfeiture Fund** | The purpose of the Federal Drug Enforcement Forfeiture Fund is to account for Federal seizure of 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. |
| **Fund 116<br>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. The use of the funds is restricted to purchases that will enhance the ability of the City's police to investigate criminal related crimes and incedents. |
| **Fund 190<br>Revenue Stabilization Fund** | 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 accumulates 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. Investment interest from these funds will be allocated to the General Fund. |
| | **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<br>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. These bonds were refunded in 2016. |
| **Fund 211<br>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. These bonds were refunded in 2019. |
| **Fund 212<br>2018 Ltd. General Obligation Bond Fund** | This fund is used to record the principal and debt service payments related to the 2020 bond anticipation notes issued to acquire properties for the Parks, Recreation and Open Space Plan. |
| **Fund 221<br>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 of the City Maintenance Facility. |
| **Fund 230<br>2020 Ltd. General Obligation Bond Fund** | RCW 36.73.040(3)(a) gives Transportation Benefit Districts the authority to impose a Sales Tax up to 0.2% for a period exceeding ten years if the moneys received are dedicated to the repayment of indebtedness incurred in accordance with the requirements of RCW 36.73. Shoreline City Council passed Resolution No. 430 placing a ballot for a 0.2% Sales Tax dedicated to sidewalk expansion and/or repair, which voters approved. The Sales Tax went into effect in April 2019. This fund is used to record the Sales Tax receipts and principal and debt service payments related to the bonds issued for the purpose specified in the ballot measure. Project expenditures are tracked n the Sidewalk Expansion Fud (332). |
| | **Capital Funds** |
| | Funds that are specifically designated for major capital improvements. |
| **Fund 117<br>Transportation Impact Fees Fund** | 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. |
| **Fund 118<br>Park Impact Fees Fund** | The purpose of the Park Impact Fees Fund is to account for the collection and use of park impact fees, which became effective on January 1, 2018. |

| Fund Number<br>Fund Name | **Fund Type**<br>Description |
|---|---|
| **Fund 301<br>General Capital Fund** | The General Capital Fund receives resources 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 Plan section of this document. |
| **Fund 312 City Facility-Major Maintenance Fund** | This fund was established in 2005. Projects in this capital fund include major repairs and replacement of systems at City facilities such as City Hall, the police station and recreation centers. For a complete discussion of this fund refer to the Capital Improvement Plan section of this document. |
| **Fund 330<br>Roads Capital Fund** | The Roads Capital Fund receives resources that are designated specifically for capital purposes and General Fund Support of projects and programs. The primary ongoing dedicated resource is real estate excise tax (REET). Other dedicated sources include the vehicle license fee 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 Plan section of this document. |
| **Fund 332<br>Sidewalk Expansion Fund** | RCW 36.73.040(3)(a) gives Transportation Benefit Districts the authority to impose a Sales Tax up to 0.2% for a period exceeding ten years if the moneys received are dedicated to the repayment of indebtedness incurred in accordance with the requirements of RCW 36.73. Shoreline City Council passed Resolution No. 430 placing a ballot for a 0.2% Sales Tax dedicated to sidewalk expansion and/or repair, which voters approved. The Sales Tax went into effect in April 2019. This fund is a managerial fund under the Roads Capital Fund used to receive bond proceeds and track expenditures for the purpose specified in the ballot measure. Sales tax revenues and debt service payments are made from Sidewalk LTGO Bond Fund (230). |
| | **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<br>Surface Water Utility Fund** | 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. |
| **Fund 405<br>Wastewater Utility Fund** | 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 was entered into in 2017 where the RWD Board serves as the governing body of the Utility and retains 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 in 2017. RWD retains 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<br>Vehicle Operations and Maintenance Fund** | 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 maintenance of their vehicles along with projected fuel costs. |

| Fund Number<br>Fund Name | **Fund Type**<br>Description |
|---|---|
| **Fund 503<br>Equipment<br>Replacement Fund** | This fund is used 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 costs for their vehicles. Prior to 2014, 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. |
| **Fund 505<br>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<br>Northshore / Shoreline<br>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. |

**Appropriation by Fund**

**$232,357,572**



# *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.

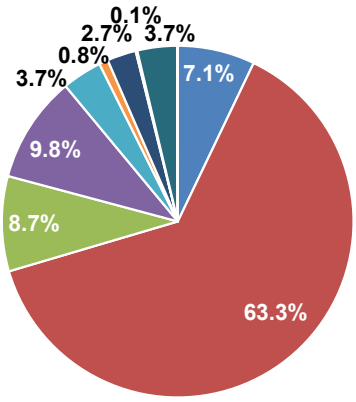
Department: Various
Program: Various

| | 2017 Actual | 2018 Actual | 2019 Current Budget | 2020 Current Budget | 2019-2020 as a Biennium Budget | 2019 Actual | 2020 Year-End Estimate | 2019-2020 Biennium Year-End Estimate | 2021 Budget | 2022 Budget | 2021 - 2022 Biennium Budget | 2021 - 2022 vs. 2019 - 2020 Biennium Budget | Percentage Change |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Beginning Fund Balance** | **$12,869,910** | **$14,049,641** | **$17,817,459** | **$13,034,880** | **$17,817,459** | **$17,817,459** | **$22,703,658** | **$17,817,459** | **$18,503,585** | **$14,193,054** | **$18,503,585** | **$686,126** | **4%** |
| **Resources** | | | | | | | | | | | | | |
| **Budgeted Use of Fund Balance** | **$0** | **$0** | **$6,248,730** | **$3,462,536** | **$9,711,266** | **$0** | **$0** | **$0** | **$4,310,531** | **$2,554,532** | **$6,865,063** | **($2,846,203)** | **0%** |
| Taxes | $27,636,731 | $30,076,026 | $30,426,640 | $31,312,453 | $61,739,093 | $32,362,363 | $29,012,650 | $61,375,013 | $29,740,397 | $31,342,233 | $61,082,630 | ($656,463) | (1%) |
| Licenses & Permits | 4,557,663 | 5,157,337 | 4,822,420 | 4,559,800 | 9,382,220 | 5,155,689 | 4,147,320 | 9,303,009 | 4,653,003 | 3,786,795 | 8,439,798 | (942,422) | (10%) |
| Intergovernmental Revenues | 3,935,920 | 4,450,972 | 6,180,564 | 5,042,841 | 11,223,405 | 5,208,409 | 6,837,168 | 12,045,577 | 4,627,660 | 4,821,246 | 9,448,906 | (1,774,499) | (15%) |
| Charges for Goods and Services | 2,361,315 | 2,460,005 | 2,061,719 | 1,982,339 | 4,044,058 | 3,689,356 | 1,875,534 | 5,564,890 | 1,764,897 | 1,771,329 | 3,536,226 | (507,832) | (9%) |
| Fines and Forfeits | 423,469 | 470,486 | 404,000 | 404,000 | 808,000 | 327,454 | 284,000 | 611,454 | 404,000 | 404,000 | 808,000 | 0 | 0% |
| Miscellaneous Revenues | 1,317,480 | 1,368,032 | 1,649,774 | 1,787,916 | 3,437,690 | 1,407,854 | 1,221,130 | 2,628,984 | 1,214,352 | 1,353,790 | 2,568,142 | (869,548) | (33%) |
| Investment Earnings | 166,443 | 373,421 | 69,000 | 69,000 | 138,000 | 542,444 | 69,000 | 611,444 | 69,000 | 69,000 | 138,000 | 0 | 0% |
| **Total Revenue (excl. Use of Fund Bal.)** | **$40,399,021** | **$44,356,278** | **$45,614,117** | **$45,158,349** | **$90,772,466** | **$48,693,569** | **$43,446,802** | **$92,140,371** | **$42,473,309** | **$43,548,393** | **$86,021,702** | **($4,750,764)** | **(5%)** |
| **Other Financing Sources** | | | | | | | | | | | | | |
| Proceeds from Capital Assets | 2,571 | 15,814 | 0 | 2,450,000 | 2,450,000 | 4,145 | 2,450,000 | 2,454,145 | 0 | 0 | 0 | (2,450,000) | (100%) |
| Capital Contributions | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Overhead | 1,030,288 | 1,077,991 | 1,231,602 | 1,473,551 | 2,705,153 | 1,231,602 | 1,473,551 | 2,705,153 | 1,774,059 | 1,774,059 | 3,548,118 | 842,965 | 31% |
| Transfers In General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers In | 506,938 | 755,404 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Financing Sources | 0 | 200,114 | 15,000 | 15,000 | 30,000 | 565 | 15,000 | 15,565 | 15,000 | 15,000 | 30,000 | 0 | 0% |
| **Total Other Financing Sources** | **$1,539,797** | **$2,049,322** | **$1,246,602** | **$3,938,551** | **$5,185,153** | **$1,236,312** | **$3,938,551** | **$5,174,863** | **$1,789,059** | **$1,789,059** | **$3,578,118** | **($1,607,035)** | **(31%)** |
| **Total Revenue and Other Financing Sources** | **$41,938,818** | **$46,405,601** | **$46,860,719** | **$49,096,900** | **$95,957,619** | **$49,929,880** | **$47,385,353** | **$97,315,233** | **$44,262,368** | **$45,337,452** | **$89,599,820** | **($6,357,799)** | **(7%)** |
| **Use of Funds** | | | | | | | | | | | | | |
| Salaries & Wages | $11,045,557 | $11,834,065 | $12,795,348 | $13,087,397 | $25,882,745 | $12,698,841 | $12,817,587 | $25,516,428 | $12,762,042 | $13,050,315 | $25,812,357 | ($70,388) | (0%) |
| Personnel Benefits | 4,162,772 | 4,484,082 | 4,859,992 | 4,859,186 | 9,719,178 | 4,756,089 | 4,759,160 | 9,515,249 | 4,998,839 | 5,159,324 | 10,158,163 | 438,985 | 5% |
| Supplies | 782,518 | 991,443 | 1,277,132 | 716,326 | 1,993,458 | 720,451 | 962,962 | 1,683,413 | 901,910 | 892,284 | 1,794,194 | (199,264) | (12%) |
| Other Services & Charges | 6,493,537 | 7,439,380 | 9,440,689 | 8,079,121 | 17,519,810 | 8,003,011 | 9,123,016 | 17,126,027 | 7,488,746 | 7,832,268 | 15,321,014 | (2,198,796) | (13%) |
| Intergovernmental Services | 14,314,013 | 14,504,600 | 15,709,685 | 16,113,397 | 31,823,082 | 14,551,824 | 15,965,367 | 30,517,191 | 16,571,410 | 17,028,030 | 33,599,440 | 1,776,358 | 6% |
| Capital Outlays | 29,339 | 182,887 | 65,734 | 31,100 | 96,834 | 72,043 | 1,100 | 73,143 | 8,434 | 0 | 8,434 | (88,400) | (121%) |
| Debt Services - Principal | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Debt Services - Interest | 4,065 | 8,179 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Interfund Payments/Charges | 352,386 | 378,338 | 455,882 | 469,126 | 925,008 | 422,442 | 441,728 | 864,170 | 348,065 | 350,469 | 698,534 | (226,474) | (26%) |
| Contingency | 0 | 0 | 2,263,422 | 2,323,920 | 4,587,342 | 0 | 784,654 | 784,654 | 240,000 | 1,383,208 | 1,623,208 | (2,964,134) | (378%) |
| **Total Expenditures** | **$37,184,187** | **$39,822,975** | **$46,867,884** | **$45,679,573** | **$92,547,457** | **$41,224,701** | **$44,855,574** | **$86,080,275** | **$43,319,446** | **$45,695,898** | **$89,015,344** | **($3,532,113)** | **(4%)** |
| **Other Financing Uses** | | | | | | | | | | | | | |
| Transfers Out General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out General Fund Capital Support | 2,426,312 | 1,777,287 | 2,526,835 | 3,206,578 | 5,733,413 | 1,576,339 | 4,157,074 | 5,733,413 | 3,675,384 | 628,496 | 4,303,880 | (1,429,533) | (25%) |
| Transfers Out Debt Service | 937,198 | 893,996 | 939,069 | 919,978 | 1,859,047 | 1,062,084 | 919,978 | 1,982,062 | 677,104 | 695,072 | 1,372,176 | (486,871) | (25%) |
| Other Transfers Out | 211,390 | 143,525 | 1,309,510 | 1,315,151 | 2,624,661 | 1,180,556 | 1,652,800 | 2,833,356 | 900,965 | 872,518 | 1,773,483 | (851,178) | (30%) |
| **Total Other Financing Uses** | **$3,574,900** | **$2,814,808** | **$4,775,414** | **$5,441,707** | **$10,217,121** | **$3,818,979** | **$6,729,852** | **$10,548,831** | **$5,253,453** | **$2,196,086** | **$7,449,539** | **($2,767,582)** | **(26%)** |
| **Total Expenditures** | **$40,759,087** | **$42,637,783** | **$51,643,298** | **$51,121,280** | **$102,764,578** | **$45,043,681** | **$51,585,426** | **$96,629,107** | **$48,572,899** | **$47,891,984** | **$96,464,883** | **($6,299,695)** | **(7%)** |
| **Ending Fund Balance** | **$14,049,641** | **$17,817,459** | **$13,034,880** | **$11,010,500** | **$11,010,500** | **$22,703,658** | **$18,503,585** | **$18,503,585** | **$14,193,054** | **$11,638,522** | **$11,638,522** | **$628,022** | **3%** |

Available fund balance will be used for the Operating Contingency, Insurance Reserve, one-time CIP support, and one-time supplemental requests as detailed in the Transmittal Letter.

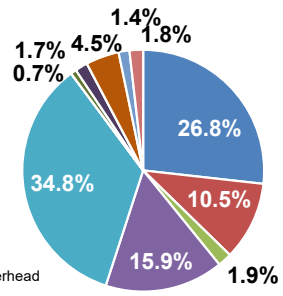
## 2021 - 2022 Funding Sources

- Budgeted Use of Fund Balance
- Taxes
- Licenses & Permits
- Intergovernmental Revenues
- Charges for Goods and Services
- Fines and Forfeits
- Miscellaneous Revenues
- Investment Earnings
- Proceeds from Capital Assets
- Capital Contributions
- Transfers In General Fund Overhead
- Transfers In General Fund Capital Support
- Transfers In General Fund Support
- Other Transfers In
- Other Financing Sources




## 2021 - 2022 Use of Funds

- Salaries & Wages
- Personnel Benefits
- Supplies
- Other Services & Charges
- Intergovernmental Services
- Capital Outlays
- Debt Services - Principal
- Debt Services - Interest
- Interfund Payments/Charges
- Contingency
- Transfers Out General Fund Overhead
- Transfers Out General Fund Capital Support
- Transfers Out Debt Service
- Other Transfers Out



# *Shoreline Secure Storage Fund (020) Summary*

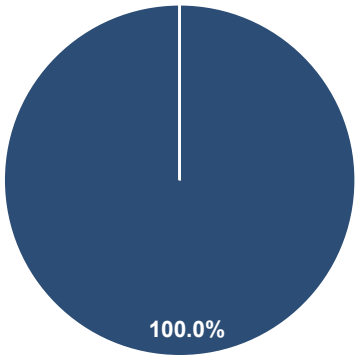
Fund 020 is a managerial fund used to pay the expenses and liabilities of the operation of Shoreline Secure Storage. The primary source of revenue is rental income from the operation of the Shoreline Secure Storage Facility.

Department: City Manager's Office
Program: Economic Development

| | 2017 Actual | 2018 Actual | 2019 Current Budget | 2020 Current Budget | 2019-2020 as a Biennium Budget | 2019 Actual | 2020 Year-End Estimate | 2019-2020 Biennium Year-End Estimate | 2021 Budget | 2022 Budget | 2021 - 2022 Biennium Budget | 2021 - 2022 vs. 2019 - 2020 Biennium Budget | Percentage Change |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Beginning Fund Balance** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Resources** | | | | | | | | | | | | | |
| **Budgeted Use of Fund Balance** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| Taxes | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | 0% |
| Licenses & Permits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Intergovernmental Revenues | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Charges for Goods and Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Fines and Forfeits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Miscellaneous Revenues | 0 | 0 | 0 | 3,000,000 | 3,000,000 | 0 | 1,035,600 | 1,035,600 | 1,129,750 | 1,129,750 | 2,259,500 | (740,500) | (72%) |
| Investment Earnings | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Revenue (excl. Use of Fund Bal.)** | **$0** | **$0** | **$0** | **$3,000,000** | **$3,000,000** | **$0** | **$1,035,600** | **$1,035,600** | **$1,129,750** | **$1,129,750** | **$2,259,500** | **($740,500)** | **(72%)** |
| **Other Financing Sources** | | | | | | | | | | | | | |
| Proceeds from Capital Assets | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Contributions | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers In | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Financing Sources | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Other Financing Sources** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Total Revenue and Other Financing Sources** | **$0** | **$0** | **$0** | **$3,000,000** | **$3,000,000** | **$0** | **$1,035,600** | **$1,035,600** | **$1,129,750** | **$1,129,750** | **$2,259,500** | **($740,500)** | **(72%)** |
| **Use of Funds** | | | | | | | | | | | | | |
| Salaries & Wages | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | 0% |
| Personnel Benefits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Supplies | 0 | 0 | 0 | 0 | 0 | 0 | 20,575 | 20,575 | 0 | 0 | 0 | 0 | 0% |
| Other Services & Charges | 0 | 0 | 0 | 2,617,334 | 2,617,334 | 0 | 624,014 | 624,014 | 649,750 | 649,750 | 1,299,500 | (1,317,834) | (211%) |
| Intergovernmental Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Outlays | 0 | 0 | 0 | 0 | 0 | 0 | 8,345 | 8,345 | 0 | 0 | 0 | 0 | 0% |
| Debt Services - Principal | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Debt Services - Interest | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Interfund Payments/Charges | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Contingency | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Expenditures** | **$0** | **$0** | **$0** | **$2,617,334** | **$2,617,334** | **$0** | **$652,934** | **$652,934** | **$649,750** | **$649,750** | **$1,299,500** | **($1,317,834)** | **(202%)** |
| **Other Financing Uses** | | | | | | | | | | | | | |
| Transfers Out General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out Debt Service | 0 | 0 | 0 | 0 | 0 | 0 | 382,666 | 382,666 | 480,000 | 480,000 | 960,000 | 960,000 | 251% |
| Other Transfers Out | 0 | 0 | 0 | 382,666 | 382,666 | 0 | 0 | 0 | 0 | 0 | 0 | (382,666) | 0% |
| **Total Other Financing Uses** | **$0** | **$0** | **$0** | **$382,666** | **$382,666** | **$0** | **$382,666** | **$382,666** | **$480,000** | **$480,000** | **$960,000** | **$577,334** | **151%** |
| **Total Expenditures** | **$0** | **$0** | **$0** | **$3,000,000** | **$3,000,000** | **$0** | **$1,035,600** | **$1,035,600** | **$1,129,750** | **$1,129,750** | **$2,259,500** | **($740,500)** | **(72%)** |
| **Ending Fund Balance** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |

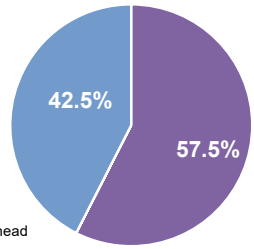
## 2021 - 2022 Funding Sources

- Budgeted Use of Fund Balance
- Taxes
- Licenses & Permits
- Intergovernmental Revenues
- Charges for Goods and Services
- Fines and Forfeits
- Miscellaneous Revenues
- Investment Earnings
- Proceeds from Capital Assets
- Capital Contributions
- Transfers In General Fund Overhead
- Transfers In General Fund Capital Support
- Transfers In General Fund Support
- Other Transfers In
- Other Financing Sources




## 2021 - 2022 Use of Funds

- Salaries & Wages
- Personnel Benefits
- Supplies
- Other Services & Charges
- Intergovernmental Services
- Capital Outlays
- Debt Services - Principal
- Debt Services - Interest
- Interfund Payments/Charges
- Contingency
- Transfers Out General Fund Overhead
- Transfers Out General Fund Capital Support
- Transfers Out Debt Service
- Other Transfers Out



# *Street Fund (101) Summary*

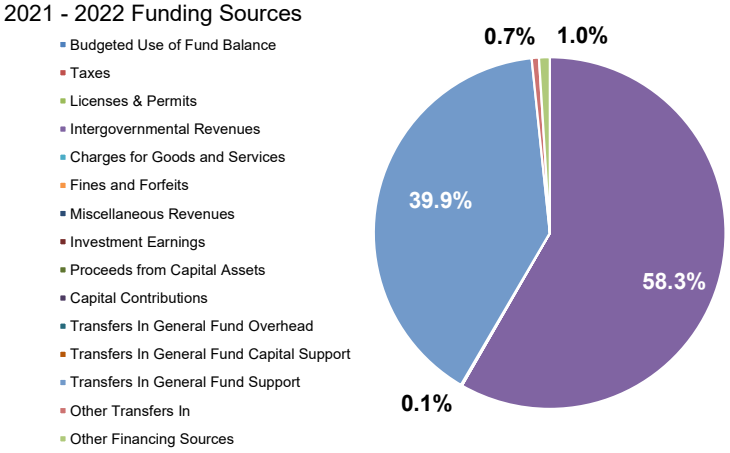
The Street Fund provides support for roads and transportation maintenance and right-of-way activities. Fuel tax is the major source of revenue. Funds are transferred from the General Fund to subsidize the Street Operations program.

Department: Public Works
Program: Street Operations

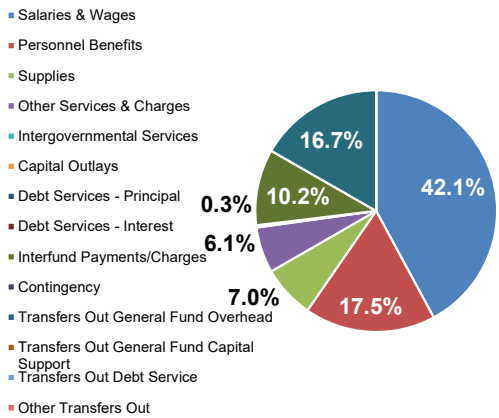
| | 2017 Actual | 2018 Actual | 2019 Current Budget | 2020 Current Budget | 2019-2020 as a Biennium Budget | 2019 Actual | 2020 Year-End Estimate | 2019-2020 Biennium Year-End Estimate | 2021 Budget | 2022 Budget | 2021 - 2022 Biennium Budget | 2021 - 2022 vs. 2019 - 2020 Biennium Budget | Percentage Change |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Beginning Fund Balance** | **$1,043,717** | **$996,276** | **$576,847** | **$427,872** | **$576,847** | **$576,847** | **$296,979** | **$576,847** | **$259,904** | **$259,904** | **$259,904** | **($316,943)** | **(55%)** |
| **Resources** | | | | | | | | | | | | | |
| **Budgeted Use of Fund Balance** | **$0** | **$0** | **$148,975** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| Taxes | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | 0% |
| Licenses & Permits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Intergovernmental Revenues | 1,248,738 | 1,455,960 | 1,270,087 | 1,299,521 | 1,248,738 | 1,258,794 | 1,036,146 | 2,294,940 | 1,172,250 | 1,242,404 | 2,414,654 | 1,165,916 | 93% |
| Charges for Goods and Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Fines and Forfeits | 849 | 0 | 0 | 0 | 849 | 0 | 0 | 0 | 0 | 0 | 0 | (849) | (100%) |
| Miscellaneous Revenues | 5,469 | 0 | 0 | 0 | 5,469 | 2,562 | 0 | 2,562 | 0 | 0 | 0 | (5,469) | (100%) |
| Investment Earnings | 8,793 | 7,282 | 2,500 | 2,500 | 8,793 | 7,136 | 2,500 | 9,636 | 2,500 | 2,500 | 5,000 | (3,793) | (43%) |
| **Total Revenue (excl. Use of Fund Bal.)** | **$1,263,849** | **$1,463,242** | **$1,272,587** | **$1,302,021** | **$1,263,849** | **$1,268,491** | **$1,038,646** | **$2,307,137** | **$1,174,750** | **$1,244,904** | **$2,419,654** | **$1,155,805** | **91%** |
| **Other Financing Sources** | | | | | | | | | | | | | |
| Proceeds from Capital Assets | 7,145 | 0 | 0 | 0 | 7,145 | 0 | 0 | 0 | 0 | 0 | 0 | (7,145) | (100%) |
| Capital Contributions | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Support | 182,460 | 155,697 | 607,086 | 589,935 | 182,460 | 531,668 | 832,161 | 1,363,829 | 849,145 | 804,679 | 1,653,824 | 1,471,364 | 806% |
| Other Transfers In | 0 | 0 | 35,308 | 207,302 | 0 | 0 | 0 | 0 | 0 | 27,419 | 27,419 | 27,419 | 0% |
| Other Financing Sources | 0 | 2,507 | 20,000 | 20,000 | 0 | 1,726 | 20,000 | 21,726 | 20,000 | 20,000 | 40,000 | 40,000 | 0% |
| **Total Other Financing Sources** | **$189,605** | **$158,204** | **$662,394** | **$817,237** | **$189,605** | **$533,393** | **$852,161** | **$1,385,554** | **$869,145** | **$852,098** | **$1,721,243** | **$1,531,638** | **808%** |
| **Total Revenue and Other Financing Sources** | **$1,453,454** | **$1,621,446** | **$1,934,981** | **$2,119,258** | **$1,453,454** | **$1,801,885** | **$1,890,807** | **$3,692,692** | **$2,043,895** | **$2,097,002** | **$4,140,897** | **$2,687,443** | **185%** |
| **Use of Funds** | | | | | | | | | | | | | |
| Salaries & Wages | $485,967 | $452,585 | $720,002 | $842,652 | $485,967 | $810,962 | $837,407 | $1,648,369 | $848,609 | $895,874 | $1,744,483 | $1,258,516 | 259% |
| Personnel Benefits | 223,435 | 209,573 | 288,092 | 330,293 | 223,435 | 365,053 | 350,922 | 715,975 | 361,099 | 364,441 | 725,540 | 502,105 | 225% |
| Supplies | 90,810 | 114,450 | 159,990 | 138,190 | 90,810 | 178,786 | 142,950 | 321,736 | 144,590 | 147,090 | 291,680 | 200,870 | 221% |
| Other Services & Charges | 161,404 | 114,105 | 201,938 | 118,259 | 161,404 | 96,316 | 88,859 | 185,175 | 126,963 | 126,963 | 253,926 | 92,522 | 57% |
| Intergovernmental Services | 59 | 74 | 6,800 | 6,800 | 59 | 302 | 2,500 | 2,802 | 6,200 | 6,200 | 12,400 | 12,341 | 20917% |
| Capital Outlays | 293 | 3,350 | 17,040 | 0 | 293 | 0 | 0 | 0 | 0 | 0 | 0 | (293) | (100%) |
| Debt Services - Principal | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Debt Services - Interest | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Interfund Payments/Charges | 209,056 | 229,107 | 253,799 | 270,076 | 209,056 | 236,872 | 254,548 | 491,420 | 210,446 | 210,446 | 420,892 | 211,836 | 101% |
| Contingency | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Expenditures** | **$1,171,024** | **$1,123,244** | **$1,647,661** | **$1,706,270** | **$1,171,024** | **$1,688,291** | **$1,677,186** | **$3,365,477** | **$1,697,907** | **$1,751,014** | **$3,448,921** | **$2,277,897** | **195%** |
| **Other Financing Uses** | | | | | | | | | | | | | |
| Transfers Out General Fund Overhead | 277,818 | 286,986 | 216,295 | 250,696 | 277,818 | 216,295 | 250,696 | 466,991 | 345,988 | 345,988 | 691,976 | 414,158 | 149% |
| Transfers Out General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out Debt Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers Out | 52,053 | 630,645 | 220,000 | 162,292 | 52,053 | 177,166 | 0 | 177,166 | 0 | 0 | 0 | (52,053) | (100%) |
| **Total Other Financing Uses** | **$329,871** | **$917,631** | **$436,295** | **$412,988** | **$329,871** | **$393,461** | **$250,696** | **$644,157** | **$345,988** | **$345,988** | **$691,976** | **$362,105** | **110%** |
| **Total Expenditures** | **$1,500,895** | **$2,040,875** | **$2,083,956** | **$2,119,258** | **$1,500,895** | **$2,081,752** | **$1,927,882** | **$4,009,634** | **$2,043,895** | **$2,097,002** | **$4,140,897** | **$2,640,002** | **176%** |
| **Ending Fund Balance** | **$996,276** | **$576,847** | **$427,872** | **$427,872** | **$529,406** | **$296,979** | **$259,904** | **$259,904** | **$259,904** | **$259,904** | **$259,904** | **($269,502)** | **(51%)** |

Available fund balance is budgeted for one-time supplemental requests.

## 2021 - 2022 Funding Sources




## 2021 - 2022 Use of Funds



# *Code Abatement Fund (107) Summary*

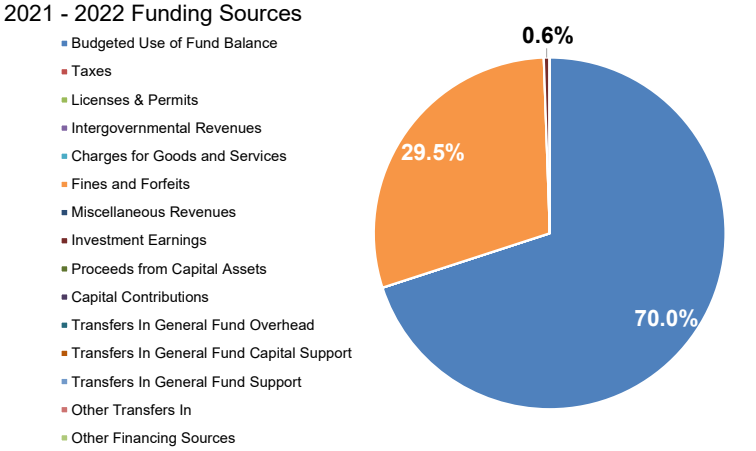
The Code Abatement Fund was established in 2002 by a transfer from the General Fund. It accounts for City code abatement efforts (public nuisances, dangerous buildings, etc.) with the costs associated with the abatement charged to the owner of the property either as a lien on the property or on the tax bill and recovered monies replenishing the fund for use toward future abatement efforts.

Department: City Manager's Office
Program: Code Enforcement & Customer Response Team

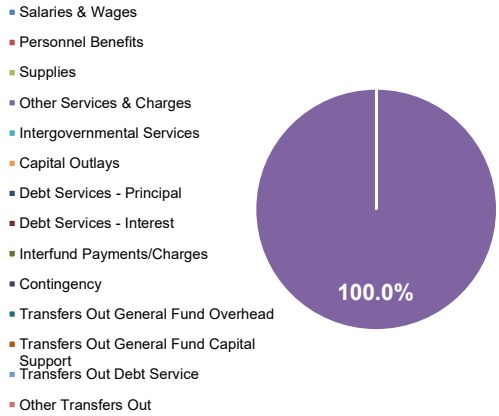
| | 2017 Actual | 2018 Actual | 2019 Current Budget | 2020 Current Budget | 2019-2020 as a Biennium Budget | 2019 Actual | 2020 Year-End Estimate | 2019-2020 Biennium Year-End Estimate | 2021 Budget | 2022 Budget | 2021 - 2022 Biennium Budget | 2021 - 2022 vs. 2019 - 2020 Biennium Budget | Percentage Change |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Beginning Fund Balance** | **$167,938** | **$378,830** | **$395,097** | **$325,097** | **$395,097** | **$395,097** | **$424,087** | **$395,097** | **$424,087** | **$354,087** | **$424,087** | **($41,010)** | **(10%)** |
| **Resources** | | | | | | | | | | | | | |
| **Budgeted Use of Fund Balance** | **$0** | **$0** | **$70,000** | **$70,000** | **$140,000** | **$0** | **$0** | **$0** | **$70,000** | **$70,000** | **$140,000** | **$0** | **0%** |
| Taxes | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | 0% |
| Licenses & Permits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Intergovernmental Revenues | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Charges for Goods and Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Fines and Forfeits | 6,548 | 1,050 | 0 | 0 | 0 | 19,025 | 0 | 19,025 | 29,450 | 29,450 | 58,900 | 58,900 | 0% |
| Miscellaneous Revenues | 204,000 | 8,987 | 29,450 | 29,450 | 58,900 | 0 | 29,450 | 29,450 | 0 | 0 | 0 | (58,900) | (100%) |
| Investment Earnings | 4,344 | 6,231 | 550 | 550 | 1,100 | 9,965 | 550 | 10,515 | 550 | 550 | 1,100 | 0 | 0% |
| **Total Revenue (excl. Use of Fund Bal.)** | **$214,892** | **$16,268** | **$30,000** | **$30,000** | **$60,000** | **$28,990** | **$30,000** | **$58,990** | **$30,000** | **$30,000** | **$60,000** | **$0** | **0%** |
| **Other Financing Sources** | | | | | | | | | | | | | |
| Proceeds from Capital Assets | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Contributions | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers In | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Financing Sources | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Other Financing Sources** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Total Revenue and Other Financing Sources** | **$214,892** | **$16,268** | **$30,000** | **$30,000** | **$60,000** | **$28,990** | **$30,000** | **$58,990** | **$30,000** | **$30,000** | **$60,000** | **$0** | **0%** |
| **Use of Funds** | | | | | | | | | | | | | |
| Salaries & Wages | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | 0% |
| Personnel Benefits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Supplies | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Services & Charges | 4,000 | 0 | 100,000 | 100,000 | 200,000 | 0 | 30,000 | 30,000 | 100,000 | 100,000 | 200,000 | 0 | 0% |
| Intergovernmental Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Outlays | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Debt Services - Principal | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Debt Services - Interest | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Interfund Payments/Charges | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Contingency | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Expenditures** | **$4,000** | **$0** | **$100,000** | **$100,000** | **$200,000** | **$0** | **$30,000** | **$30,000** | **$100,000** | **$100,000** | **$200,000** | **$0** | **0%** |
| **Other Financing Uses** | | | | | | | | | | | | | |
| Transfers Out General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out Debt Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers Out | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Other Financing Uses** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Total Expenditures** | **$4,000** | **$0** | **$100,000** | **$100,000** | **$200,000** | **$0** | **$30,000** | **$30,000** | **$100,000** | **$100,000** | **$200,000** | **$0** | **0%** |
| **Ending Fund Balance** | **$378,830** | **$395,097** | **$325,097** | **$255,097** | **$255,097** | **$424,087** | **$424,087** | **$424,087** | **$354,087** | **$284,087** | **$284,087** | **($41,010)** | **(16%)** |

Accumulated funds from prior years will be used for City code abatement efforts (public nuisances, dangerous buildings, etc.).

## 2021 - 2022 Funding Sources




## 2021 - 2022 Use of Funds



# *State Drug Enforcement Forfeiture Fund (108) Summary*

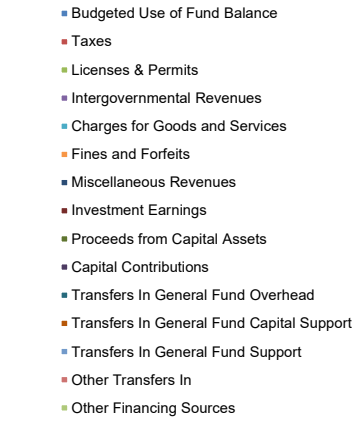
The purpose of the State Drug Enforcement Forfeiture Fund is to account for State seizure funds received by the City. The use of these funds is restricted to purchases that will enhance the ability of the City's police to investigate drug related crimes and incidents.

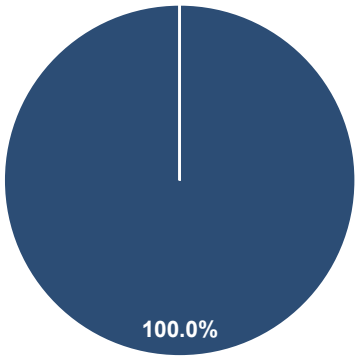
Department: Shoreline Police Department
Program: State Seizures

| | 2017 Actual | 2018 Actual | 2019 Current Budget | 2020 Current Budget | 2019-2020 as a Biennium Budget | 2019 Actual | 2020 Year-End Estimate | 2019-2020 Biennium Year-End Estimate | 2021 Budget | 2022 Budget | 2021 - 2022 Biennium Budget | 2021 - 2022 vs. 2019 - 2020 Biennium Budget | Percentage Change |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Beginning Fund Balance** | **$207,833** | **$465,729** | **$73,883** | **$63,651** | **$73,883** | **$73,883** | **$79,024** | **$73,883** | **$79,024** | **$79,024** | **$79,024** | **$5,141** | **7%** |
| **Resources** | | | | | | | | | | | | | |
| **Budgeted Use of Fund Balance** | **$0** | **$0** | **$10,232** | **$0** | **$10,232** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **($10,232)** | **(100%)** |
| Taxes | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | 0% |
| Licenses & Permits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Intergovernmental Revenues | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Charges for Goods and Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Fines and Forfeits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Miscellaneous Revenues | 465,971 | 12,395 | 18,243 | 18,243 | 36,486 | 22,820 | 18,243 | 41,063 | 18,243 | 18,243 | 36,486 | 0 | 0% |
| Investment Earnings | 1,518 | 2,127 | 0 | 0 | 0 | 1,290 | 0 | 1,290 | 0 | 0 | 0 | 0 | 0% |
| **Total Revenue (excl. Use of Fund Bal.)** | **$467,489** | **$14,522** | **$18,243** | **$18,243** | **$36,486** | **$24,111** | **$18,243** | **$42,354** | **$18,243** | **$18,243** | **$36,486** | **$0** | **0%** |
| **Other Financing Sources** | | | | | | | | | | | | | |
| Proceeds from Capital Assets | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Contributions | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers In | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Financing Sources | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Other Financing Sources** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Total Revenue and Other Financing Sources** | **$467,489** | **$14,522** | **$18,243** | **$18,243** | **$36,486** | **$24,111** | **$18,243** | **$42,354** | **$18,243** | **$18,243** | **$36,486** | **$0** | **0%** |
| **Use of Funds** | | | | | | | | | | | | | |
| Salaries & Wages | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | 0% |
| Personnel Benefits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Supplies | 525 | 2,101 | 800 | 800 | 1,600 | 142 | 800 | 942 | 800 | 800 | 1,600 | 0 | 0% |
| Other Services & Charges | 14,067 | 4,370 | 27,675 | 17,443 | 45,118 | 18,828 | 17,443 | 36,271 | 17,443 | 17,443 | 34,886 | (10,232) | (23%) |
| Intergovernmental Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Outlays | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Debt Services - Principal | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Debt Services - Interest | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Interfund Payments/Charges | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Contingency | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Expenditures** | **$14,592** | **$6,471** | **$28,475** | **$18,243** | **$46,718** | **$18,970** | **$18,243** | **$37,213** | **$18,243** | **$18,243** | **$36,486** | **($10,232)** | **(22%)** |
| **Other Financing Uses** | | | | | | | | | | | | | |
| Transfers Out General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out Debt Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers Out | 195,000 | 399,897 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Other Financing Uses** | **$195,000** | **$399,897** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Total Expenditures** | **$209,592** | **$406,368** | **$28,475** | **$18,243** | **$46,718** | **$18,970** | **$18,243** | **$37,213** | **$18,243** | **$18,243** | **$36,486** | **($10,232)** | **(22%)** |
| **Ending Fund Balance** | **$465,729** | **$73,883** | **$63,651** | **$63,651** | **$63,651** | **$79,024** | **$79,024** | **$79,024** | **$79,024** | **$79,024** | **$79,024** | **$15,373** | **24%** |

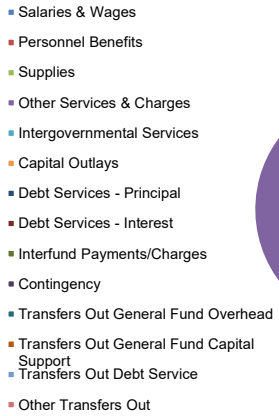
In 2017, accumulated forfeiture funds, along with additional seizures received in 2017, were used for a one-time transfer to the General Capital Fund for the Police Station at City Hall project.

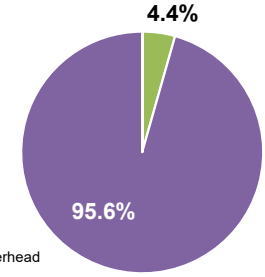
## 2021 - 2022 Funding Sources




## 2021 - 2022 Use of Funds



# *Public Arts Fund (109) Summary*

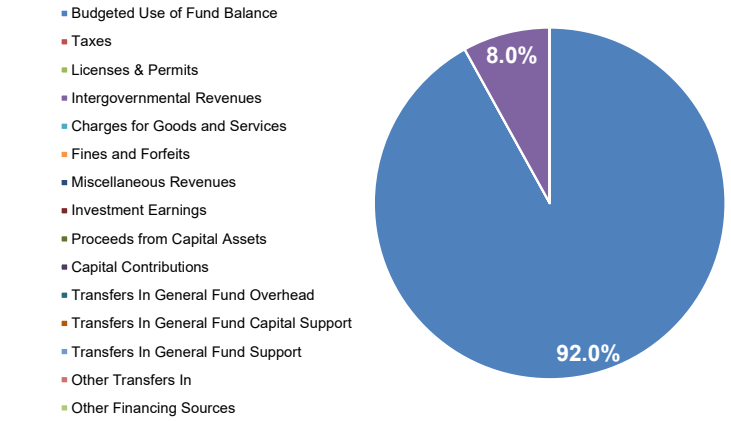
The Municipal Art Fund, commonly referred to as Public Arts Fund, was established in 2002 by Ordinance No. 312 and amended in 2020 by Ordinance No. 874. The City recognized the importance and benefit of providing visual art at its public places and facilities and it is the City's policy to provide funding for works of art in public places with art purchased with these funds becoming part of a permanent City art collection. The City's Capital Improvement Program will budget 1% of the Capital Improvement Program funding for construction projects as a revenue source for this fund.

Department: Recreation and Community Services
Program: Public Arts Administration

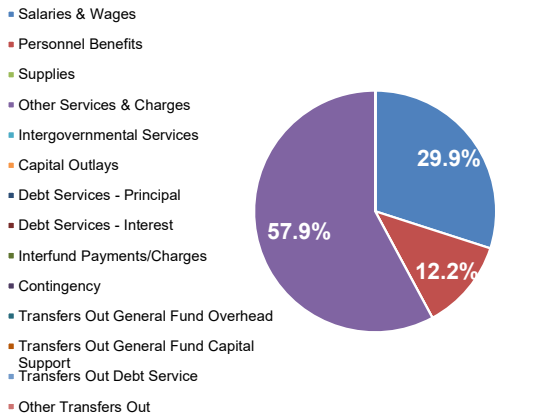
| | 2017 Actual | 2018 Actual | 2019 Current Budget | 2020 Current Budget | 2019-2020 as a Biennium Budget | 2019 Actual | 2020 Year-End Estimate | 2019-2020 Biennium Year-End Estimate | 2021 Budget | 2022 Budget | 2021 - 2022 Biennium Budget | 2021 - 2022 vs. 2019 - 2020 Biennium Budget | Percentage Change |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Beginning Fund Balance** | **$357,872** | **$326,775** | **$283,402** | **$156,974** | **$283,402** | **$283,402** | **$179,692** | **$283,402** | **$156,103** | **$103,847** | **$156,103** | **($127,300)** | **(45%)** |
| **Resources** | | | | | | | | | | | | | |
| **Budgeted Use of Fund Balance** | **$0** | **$0** | **$177,428** | **$80,195** | **$257,623** | **$0** | **$0** | **$0** | **$52,256** | **$62,349** | **$114,605** | **($143,018)** | **(56%)** |
| Taxes | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | 0% |
| Licenses & Permits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Intergovernmental Revenues | 3,870 | 4,906 | 8,594 | 5,000 | 13,594 | 0 | 3,500 | 3,500 | 5,000 | 5,000 | 10,000 | (3,594) | (26%) |
| Charges for Goods and Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Fines and Forfeits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Miscellaneous Revenues | 0 | 702 | 500 | 500 | 1,000 | 1,856 | 0 | 1,856 | 0 | 0 | 0 | (1,000) | (100%) |
| Investment Earnings | 2,495 | 4,929 | 0 | 0 | 0 | 5,332 | 978 | 6,310 | 0 | 0 | 0 | 0 | 0% |
| **Total Revenue (excl. Use of Fund Bal.)** | **$6,365** | **$10,537** | **$9,094** | **$5,500** | **$14,594** | **$7,188** | **$4,478** | **$11,666** | **$5,000** | **$5,000** | **$10,000** | **($4,594)** | **(31%)** |
| **Other Financing Sources** | | | | | | | | | | | | | |
| Proceeds from Capital Assets | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Contributions | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Support | 0 | 0 | 51,000 | 0 | 51,000 | 0 | 51,000 | 51,000 | 0 | 0 | 0 | (51,000) | (100%) |
| Other Transfers In | 38,374 | 2,283 | 0 | 0 | 0 | 0 | 64,894 | 64,894 | 0 | 0 | 0 | 0 | 0% |
| Other Financing Sources | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Other Financing Sources** | **$38,374** | **$2,283** | **$51,000** | **$0** | **$51,000** | **$0** | **$115,894** | **$115,894** | **$0** | **$0** | **$0** | **($51,000)** | **(100%)** |
| **Total Revenue and Other Financing Sources** | **$44,739** | **$12,820** | **$60,094** | **$5,500** | **$65,594** | **$7,188** | **$120,372** | **$127,560** | **$5,000** | **$5,000** | **$10,000** | **($55,594)** | **(85%)** |
| **Use of Funds** | | | | | | | | | | | | | |
| Salaries & Wages | $15,911 | $17,138 | $17,940 | $18,335 | $36,275 | $17,520 | $18,864 | $36,384 | $18,494 | $18,814 | $37,308 | $1,033 | 3% |
| Personnel Benefits | 4,831 | 7,218 | 7,278 | 7,360 | 14,638 | 7,281 | 7,489 | 14,770 | 7,462 | 7,735 | 15,197 | 559 | 4% |
| Supplies | 2,358 | 10,234 | 1,000 | 1,000 | 2,000 | 3,487 | 14,252 | 17,739 | 0 | 0 | 0 | (2,000) | (100%) |
| Other Services & Charges | 42,385 | 21,603 | 160,304 | 19,000 | 179,304 | 82,611 | 103,356 | 185,967 | 31,300 | 40,800 | 72,100 | (107,204) | (60%) |
| Intergovernmental Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Outlays | 10,351 | 0 | 0 | 40,000 | 40,000 | 0 | 0 | 0 | 0 | 0 | 0 | (40,000) | (100%) |
| Debt Services - Principal | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Debt Services - Interest | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Interfund Payments/Charges | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Contingency | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Expenditures** | **$75,836** | **$56,193** | **$186,522** | **$85,695** | **$272,217** | **$110,899** | **$143,961** | **$254,860** | **$57,256** | **$67,349** | **$124,605** | **($147,612)** | **(54%)** |
| **Other Financing Uses** | | | | | | | | | | | | | |
| Transfers Out General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out Debt Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers Out | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Other Financing Uses** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Total Expenditures** | **$75,836** | **$56,193** | **$186,522** | **$85,695** | **$272,217** | **$110,899** | **$143,961** | **$254,860** | **$57,256** | **$67,349** | **$124,605** | **($147,612)** | **(54%)** |
| **Ending Fund Balance** | **$326,775** | **$283,402** | **$156,974** | **$76,779** | **$76,779** | **$179,692** | **$156,103** | **$156,103** | **$103,847** | **$41,498** | **$41,498** | **($35,282)** | **(46%)** |

As capital projects have been constructed, funds have been accumulating in this fund. Available fund balance will support continued work on several public arts projects. The 0.500 FTE Public Art Coordinator is funded 50% in the General Fund and 50% in the Public Arts Fund.

## 2021 - 2022 Funding Sources




## 2021 - 2022 Use of Funds



# *Federal Drug Enforcement Forfeiture Fund (112) Summary*

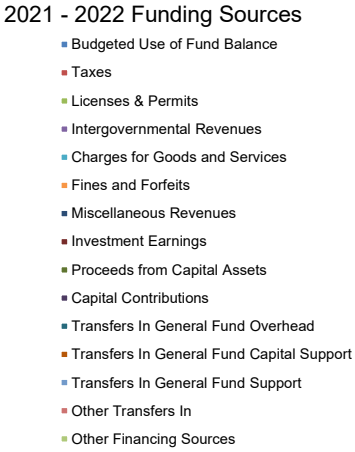
The purpose of the Federal Drug Enforcement Forfeiture Fund is to account for Federal seizure of funds received by the City. The use of these funds is restricted to purchases that will enhance the ability of the City's police to investigate drug related crimes and incidents.

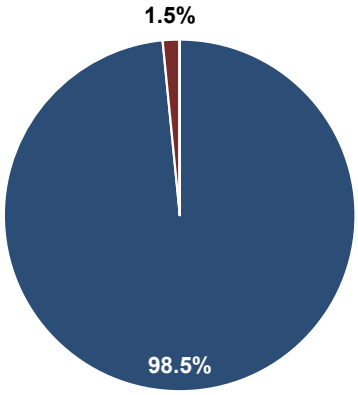
Department: Shoreline Police Department
Program: Federal Seizures

| | 2017 Actual | 2018 Actual | 2019 Current Budget | 2020 Current Budget | 2019-2020 as a Biennium Budget | 2019 Actual | 2020 Year-End Estimate | 2019-2020 Biennium Year-End Estimate | 2021 Budget | 2022 Budget | 2021 - 2022 Biennium Budget | 2021 - 2022 vs. 2019 - 2020 Biennium Budget | Percentage Change |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Beginning Fund Balance** | **$309,623** | **$69,543** | **$22,251** | **$22,251** | **$22,251** | **$22,251** | **$22,810** | **$22,251** | **$22,810** | **$22,810** | **$22,810** | **$559** | **3%** |
| **Resources** | | | | | | | | | | | | | |
| **Budgeted Use of Fund Balance** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| Taxes | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | 0% |
| Licenses & Permits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Intergovernmental Revenues | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Charges for Goods and Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Fines and Forfeits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Miscellaneous Revenues | 0 | 0 | 12,800 | 12,800 | 25,600 | 0 | 12,800 | 12,800 | 12,800 | 12,800 | 25,600 | 0 | 0% |
| Investment Earnings | 2,317 | 631 | 200 | 200 | 400 | 559 | 200 | 759 | 200 | 200 | 400 | 0 | 0% |
| **Total Revenue (excl. Use of Fund Bal.)** | **$2,317** | **$631** | **$13,000** | **$13,000** | **$26,000** | **$559** | **$13,000** | **$13,559** | **$13,000** | **$13,000** | **$26,000** | **$0** | **0%** |
| **Other Financing Sources** | | | | | | | | | | | | | |
| Proceeds from Capital Assets | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Contributions | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers In | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Financing Sources | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Other Financing Sources** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Total Revenue and Other Financing Sources** | **$2,317** | **$631** | **$13,000** | **$13,000** | **$26,000** | **$559** | **$13,000** | **$13,559** | **$13,000** | **$13,000** | **$26,000** | **$0** | **0%** |
| **Use of Funds** | | | | | | | | | | | | | |
| Salaries & Wages | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | 0% |
| Personnel Benefits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Supplies | 0 | 1,018 | 13,000 | 13,000 | 26,000 | 0 | 13,000 | 13,000 | 13,000 | 13,000 | 26,000 | 0 | 0% |
| Other Services & Charges | 0 | 432 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Intergovernmental Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Outlays | 0 | 46,473 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Debt Services - Principal | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Debt Services - Interest | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Interfund Payments/Charges | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Contingency | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Expenditures** | **$0** | **$47,923** | **$13,000** | **$13,000** | **$26,000** | **$0** | **$13,000** | **$13,000** | **$13,000** | **$13,000** | **$26,000** | **$0** | **0%** |
| **Other Financing Uses** | | | | | | | | | | | | | |
| Transfers Out General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out Debt Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers Out | 242,397 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Other Financing Uses** | **$242,397** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Total Expenditures** | **$242,397** | **$47,923** | **$13,000** | **$13,000** | **$26,000** | **$0** | **$13,000** | **$13,000** | **$13,000** | **$13,000** | **$26,000** | **$0** | **0%** |
| **Ending Fund Balance** | **$69,543** | **$22,251** | **$22,251** | **$22,251** | **$22,251** | **$22,810** | **$22,810** | **$22,810** | **$22,810** | **$22,810** | **$22,810** | **$559** | **3%** |

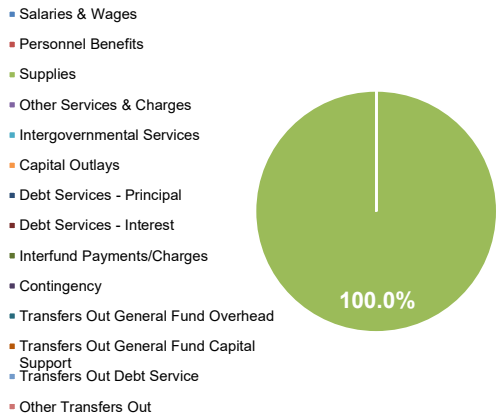
In 2017, accumulated forfeiture funds, along with additional seizures received in 2017, were used for a one-time transfer to the General Capital Fund for the Police Station at City Hall project.

## 2021 - 2022 Funding Sources




## 2021 - 2022 Use of Funds



# *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 led by the United States Treasury. The use of the funds is restricted to purchases that will enhance the ability of the City's police to investigate criminal related crimes and incidents.

Department: Shoreline Police Department
Program: Federal Seizures

| | 2017 Actual | 2018 Actual | 2019 Current Budget | 2020 Current Budget | 2019-2020 as a Biennium Budget | 2019 Actual | 2020 Year-End Estimate | 2019-2020 Biennium Year-End Estimate | 2021 Budget | 2022 Budget | 2021 - 2022 Biennium Budget | 2021 - 2022 vs. 2019 - 2020 Biennium Budget | Percentage Change |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Beginning Fund Balance** | **$838,818** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Resources** | | | | | | | | | | | | | |
| **Budgeted Use of Fund Balance** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| Taxes | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | 0% |
| Licenses & Permits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Intergovernmental Revenues | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Charges for Goods and Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Fines and Forfeits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Miscellaneous Revenues | 140,626 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Investment Earnings | 5,296 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Revenue (excl. Use of Fund Bal.)** | **$145,922** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Other Financing Sources** | | | | | | | | | | | | | |
| Proceeds from Capital Assets | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Contributions | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers In | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Financing Sources | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Other Financing Sources** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Total Revenue and Other Financing Sources** | **$145,922** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Use of Funds** | | | | | | | | | | | | | |
| Salaries & Wages | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | 0% |
| Personnel Benefits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Supplies | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Services & Charges | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Intergovernmental Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Outlays | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Debt Services - Principal | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Debt Services - Interest | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Interfund Payments/Charges | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Contingency | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Expenditures** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Other Financing Uses** | | | | | | | | | | | | | |
| Transfers Out General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out Debt Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers Out | 984,740 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Other Financing Uses** | **$984,740** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Total Expenditures** | **$984,740** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **#DIV/0!** |
| **Ending Fund Balance** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |

In 2017, accumulated forfeiture funds, along with additional seizures received in 2017, were used for a one-time transfer to the General Capital Fund for the Police Station at City Hall project.

# *Transportation Impact Fees Fund (117) Summary*

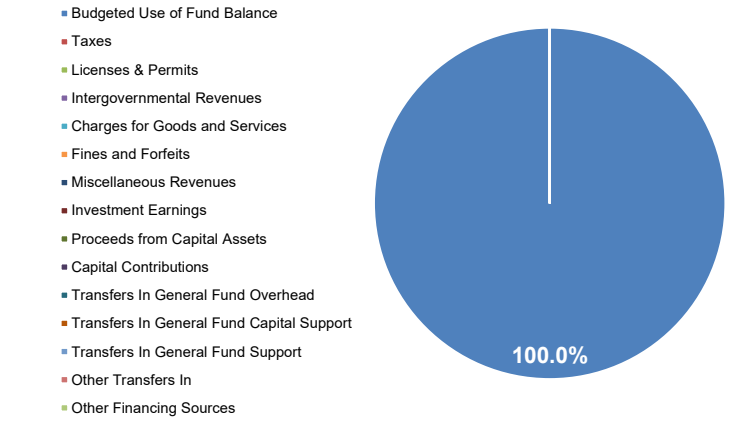
The purpose of the Transportation Impact Fees Fund is to account for the collection and use of transportation impact fees, which became effective on January 1, 2015.

Department: Administrative Services
Program: Reserves

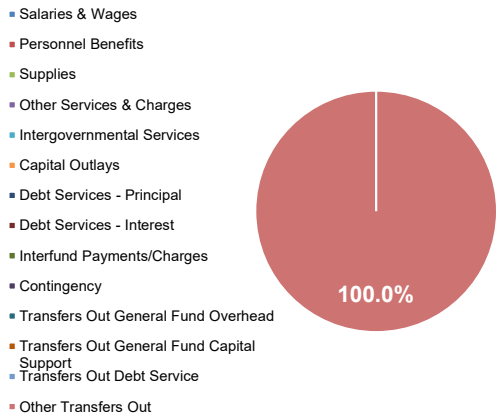
| | 2017 Actual | 2018 Actual | 2019 Current Budget | 2020 Current Budget | 2019-2020 as a Biennium Budget | 2019 Actual | 2020 Year-End Estimate | 2019-2020 Biennium Year-End Estimate | 2021 Budget | 2022 Budget | 2021 - 2022 Biennium Budget | 2021 - 2022 vs. 2019 - 2020 Biennium Budget | Percentage Change |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Beginning Fund Balance** | **$1,201,065** | **$2,205,453** | **$3,148,687** | **$2,986,687** | **$3,148,687** | **$3,148,687** | **$4,414,615** | **$3,148,687** | **$4,414,615** | **$4,215,490** | **$4,414,615** | **$1,265,928** | **40%** |
| **Resources** | | | | | | | | | | | | | |
| **Budgeted Use of Fund Balance** | **$0** | **$0** | **$162,000** | **$324,000** | **$486,000** | **$0** | **$0** | **$0** | **$199,125** | **$668,576** | **$867,701** | **$381,701** | **79%** |
| Taxes | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | 0% |
| Licenses & Permits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Intergovernmental Revenues | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Charges for Goods and Services | 986,968 | 908,941 | 0 | 0 | 0 | 1,242,121 | 0 | 1,242,121 | 0 | 0 | 0 | 0 | 0% |
| Fines and Forfeits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Miscellaneous Revenues | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Investment Earnings | 17,419 | 43,719 | 0 | 0 | 0 | 90,606 | 0 | 90,606 | 0 | 0 | 0 | 0 | 0% |
| **Total Revenue (excl. Use of Fund Bal.)** | **$1,004,387** | **$952,660** | **$0** | **$0** | **$0** | **$1,332,727** | **$0** | **$1,332,727** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Other Financing Sources** | | | | | | | | | | | | | |
| Proceeds from Capital Assets | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Contributions | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers In | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Financing Sources | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Other Financing Sources** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Total Revenue and Other Financing Sources** | **$1,004,387** | **$952,660** | **$0** | **$0** | **$0** | **$1,332,727** | **$0** | **$1,332,727** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Use of Funds** | | | | | | | | | | | | | |
| Salaries & Wages | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | 0% |
| Personnel Benefits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Supplies | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Services & Charges | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Intergovernmental Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Outlays | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Debt Services - Principal | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Debt Services - Interest | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Interfund Payments/Charges | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Contingency | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Expenditures** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Other Financing Uses** | | | | | | | | | | | | | |
| Transfers Out General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out Debt Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers Out | 0 | 9,426 | 162,000 | 324,000 | 486,000 | 66,800 | 0 | 66,800 | 199,125 | 668,576 | 867,701 | 381,701 | 79% |
| **Total Other Financing Uses** | **$0** | **$9,426** | **$162,000** | **$324,000** | **$486,000** | **$66,800** | **$0** | **$66,800** | **$199,125** | **$668,576** | **$867,701** | **$381,701** | **79%** |
| **Total Expenditures** | **$0** | **$9,426** | **$162,000** | **$324,000** | **$486,000** | **$66,800** | **$0** | **$66,800** | **$199,125** | **$668,576** | **$867,701** | **$381,701** | **79%** |
| **Ending Fund Balance** | **$2,205,453** | **$3,148,687** | **$2,986,687** | **$2,662,687** | **$2,662,687** | **$4,414,615** | **$4,414,615** | **$4,414,615** | **$4,215,490** | **$3,546,914** | **$3,546,914** | **$884,227** | **33%** |

Funding will be transferred to the Roads Capital Fund to support capital projects identified in the six-year Capital Improvement Plan.

## 2021 - 2022 Funding Sources




## 2021 - 2022 Use of Funds



# *Park Impact Fees Fund (118) Summary*

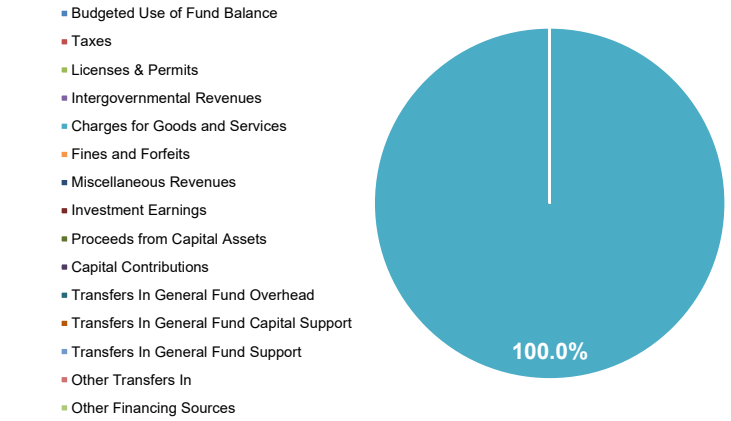
The purpose of the Park Impact Fees Fund is to account for the collection and use of park impact fees, which became effective on January 1, 2018.

Department: Administrative Services
Program: Reserves

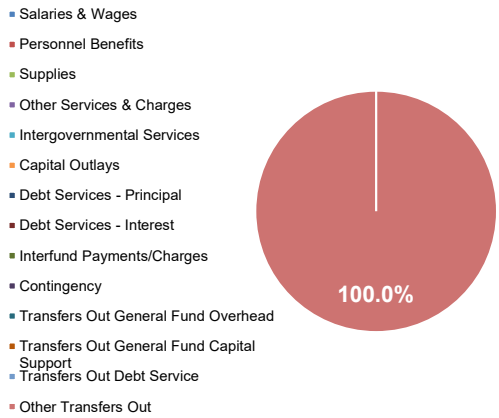
| | 2017 Actual | 2018 Actual | 2019 Current Budget | 2020 Current Budget | 2019-2020 as a Biennium Budget | 2019 Actual | 2020 Year-End Estimate | 2019-2020 Biennium Year-End Estimate | 2021 Budget | 2022 Budget | 2021 - 2022 Biennium Budget | 2021 - 2022 vs. 2019 - 2020 Biennium Budget | Percentage Change |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Beginning Fund Balance** | **$0** | **$0** | **$31,781** | **$31,781** | **$31,781** | **$31,781** | **$777,838** | **$31,781** | **$777,838** | **$777,838** | **$777,838** | **$746,057** | **2347%** |
| **Resources** | | | | | | | | | | | | | |
| **Budgeted Use of Fund Balance** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| Taxes | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | 0% |
| Licenses & Permits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Intergovernmental Revenues | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Charges for Goods and Services | 0 | 31,576 | 125,000 | 50,000 | 175,000 | 736,864 | 50,000 | 786,864 | 750,000 | 0 | 750,000 | 575,000 | 329% |
| Fines and Forfeits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Miscellaneous Revenues | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Investment Earnings | 0 | 205 | 0 | 0 | 0 | 9,193 | 0 | 9,193 | 0 | 0 | 0 | 0 | 0% |
| **Total Revenue (excl. Use of Fund Bal.)** | **$0** | **$31,781** | **$125,000** | **$50,000** | **$175,000** | **$746,057** | **$50,000** | **$796,057** | **$750,000** | **$0** | **$750,000** | **$575,000** | **329%** |
| **Other Financing Sources** | | | | | | | | | | | | | |
| Proceeds from Capital Assets | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Contributions | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers In | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Financing Sources | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Other Financing Sources** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Total Revenue and Other Financing Sources** | **$0** | **$31,781** | **$125,000** | **$50,000** | **$175,000** | **$746,057** | **$50,000** | **$796,057** | **$750,000** | **$0** | **$750,000** | **$575,000** | **329%** |
| **Use of Funds** | | | | | | | | | | | | | |
| Salaries & Wages | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | 0% |
| Personnel Benefits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Supplies | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Services & Charges | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Intergovernmental Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Outlays | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Debt Services - Principal | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Debt Services - Interest | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Interfund Payments/Charges | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Contingency | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Expenditures** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Other Financing Uses** | | | | | | | | | | | | | |
| Transfers Out General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out Debt Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers Out | 0 | 0 | 125,000 | 50,000 | 175,000 | 0 | 50,000 | 50,000 | 750,000 | 0 | 750,000 | 575,000 | 329% |
| **Total Other Financing Uses** | **$0** | **$0** | **$125,000** | **$50,000** | **$175,000** | **$0** | **$50,000** | **$50,000** | **$750,000** | **$0** | **$750,000** | **$575,000** | **329%** |
| **Total Expenditures** | **$0** | **$0** | **$125,000** | **$50,000** | **$175,000** | **$0** | **$50,000** | **$50,000** | **$750,000** | **$0** | **$750,000** | **$575,000** | **329%** |
| **Ending Fund Balance** | **$0** | **$31,781** | **$31,781** | **$31,781** | **$31,781** | **$777,838** | **$777,838** | **$777,838** | **$777,838** | **$777,838** | **$777,838** | **$746,057** | **2347%** |

Funding will be transferred to the General Capital Fund to support capital projects identified in the six-year Capital Improvement Plan.

## 2021 - 2022 Funding Sources




## 2021 - 2022 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 accumulates 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. Investment interest from these funds will be allocated to the General Fund.

Department: Administrative Services
Program: Reserves

| | 2017 Actual | 2018 Actual | 2019 Current Budget | 2020 Current Budget | 2019-2020 as a Biennium Budget | 2019 Actual | 2020 Year-End Estimate | 2019-2020 Biennium Year-End Estimate | 2021 Budget | 2022 Budget | 2021 - 2022 Biennium Budget | 2021 - 2022 vs. 2019 - 2020 Biennium Budget | Percentage Change |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Beginning Fund Balance** | **$5,150,777** | **$5,150,777** | **$5,150,777** | **$5,464,529** | **$5,150,777** | **$5,150,777** | **$5,464,529** | **$5,150,777** | **$5,464,529** | **$5,464,529** | **$5,464,529** | **$313,752** | **6%** |
| **Resources** | | | | | | | | | | | | | |
| **Budgeted Use of Fund Balance** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| Taxes | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | 0% |
| Licenses & Permits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Intergovernmental Revenues | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Charges for Goods and Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Fines and Forfeits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Miscellaneous Revenues | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Investment Earnings | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Revenue (excl. Use of Fund Bal.)** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Other Financing Sources** | | | | | | | | | | | | | |
| Proceeds from Capital Assets | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Contributions | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Support | 0 | 0 | 313,752 | 360,049 | 673,801 | 313,752 | 0 | 313,752 | 0 | 0 | 0 | (673,801) | (100%) |
| Other Transfers In | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Financing Sources | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Other Financing Sources** | **$0** | **$0** | **$313,752** | **$360,049** | **$673,801** | **$313,752** | **$0** | **$313,752** | **$0** | **$0** | **$0** | **($673,801)** | **(100%)** |
| **Total Revenue and Other Financing Sources** | **$0** | **$0** | **$313,752** | **$360,049** | **$673,801** | **$313,752** | **$0** | **$313,752** | **$0** | **$0** | **$0** | **($673,801)** | **(100%)** |
| **Use of Funds** | | | | | | | | | | | | | |
| Salaries & Wages | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | 0% |
| Personnel Benefits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Supplies | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Services & Charges | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Intergovernmental Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Outlays | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Debt Services - Principal | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Debt Services - Interest | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Interfund Payments/Charges | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Contingency | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Expenditures** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Other Financing Uses** | | | | | | | | | | | | | |
| Transfers Out General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out Debt Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers Out | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Other Financing Uses** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Total Expenditures** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **#DIV/0!** |
| **Ending Fund Balance** | **$5,150,777** | **$5,150,777** | **$5,464,529** | **$5,824,578** | **$5,824,578** | **$5,464,529** | **$5,464,529** | **$5,464,529** | **$5,464,529** | **$5,464,529** | **$5,464,529** | **($360,049)** | **(6%)** |

Funding is transferred from the General Fund as needed to the Revenue Stabilization Fund to maintain the minimum fund balance required by policy.

# *2006/2016 Unlimited Tax General Obligation Bond Fund (201) Summary*

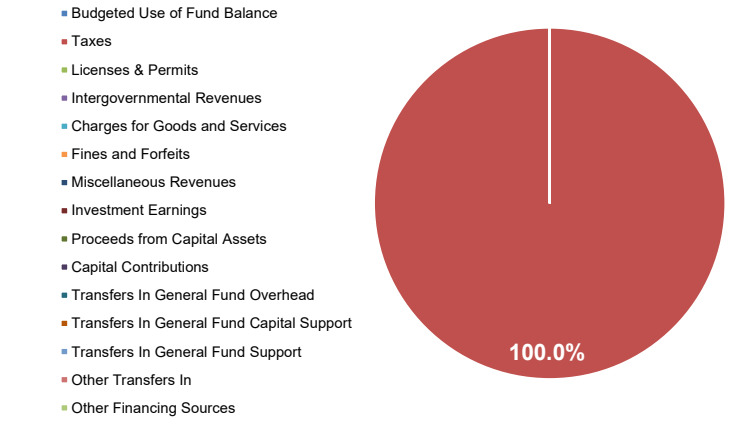
This fund is used to record the property tax revenues and debt service payments related to the 2006 General Obligation bonds issued to fund open space acquisitions and park improvements. These bonds were refunded in 2016.

Department: Administrative Services
Program: Unlimited Tax GO Bond

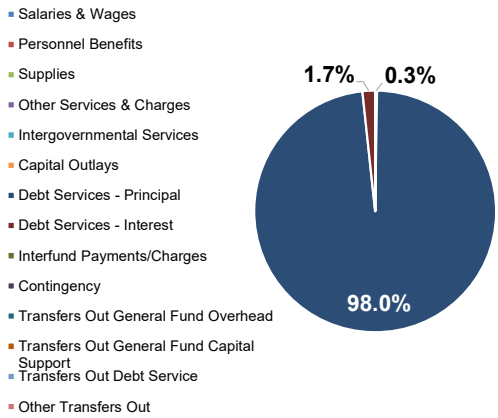
| | 2017 Actual | 2018 Actual | 2019 Current Budget | 2020 Current Budget | 2019-2020 as a Biennium Budget | 2019 Actual | 2020 Year-End Estimate | 2019-2020 Biennium Year-End Estimate | 2021 Budget | 2022 Budget | 2021 - 2022 Biennium Budget | 2021 - 2022 vs. 2019 - 2020 Biennium Budget | Percentage Change |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Beginning Fund Balance** | **$4,295** | **$2,276** | **$892** | **$892** | **$892** | **$892** | **$3,199** | **$892** | **$3,199** | **$3,199** | **$3,199** | **$2,307** | **259%** |
| **Resources** | | | | | | | | | | | | | |
| **Budgeted Use of Fund Balance** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| Taxes | $1,682,952 | $1,673,830 | $1,695,100 | $1,694,837 | $3,389,937 | $1,684,577 | $1,694,837 | $3,379,414 | $1,135,144 | $0 | $1,135,144 | ($2,254,793) | (67%) |
| Licenses & Permits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Intergovernmental Revenues | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Charges for Goods and Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Fines and Forfeits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Miscellaneous Revenues | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Investment Earnings | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Revenue (excl. Use of Fund Bal.)** | **$1,682,952** | **$1,673,831** | **$1,695,100** | **$1,694,837** | **$3,389,937** | **$1,684,577** | **$1,694,837** | **$3,379,414** | **$1,135,144** | **$0** | **$1,135,144** | **($2,254,793)** | **(67%)** |
| **Other Financing Sources** | | | | | | | | | | | | | |
| Proceeds from Capital Assets | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Contributions | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers In | 18,000 | 20,000 | 0 | 0 | 0 | 10,000 | 0 | 10,000 | 0 | 0 | 0 | 0 | 0% |
| Other Financing Sources | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Other Financing Sources** | **$18,000** | **$20,000** | **$0** | **$0** | **$0** | **$10,000** | **$0** | **$10,000** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Total Revenue and Other Financing Sources** | **$1,700,952** | **$1,693,831** | **$1,695,100** | **$1,694,837** | **$3,389,937** | **$1,694,577** | **$1,694,837** | **$3,389,414** | **$1,135,144** | **$0** | **$1,135,144** | **($2,254,793)** | **(67%)** |
| **Use of Funds** | | | | | | | | | | | | | |
| Salaries & Wages | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | 0% |
| Personnel Benefits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Supplies | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Services & Charges | 0 | 291 | 3,000 | 3,000 | 6,000 | 170 | 3,000 | 3,170 | 3,000 | 0 | 3,000 | (3,000) | (50%) |
| Intergovernmental Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Outlays | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Debt Services - Principal | 1,601,000 | 1,609,000 | 1,625,000 | 1,647,000 | 3,272,000 | 1,625,000 | 1,647,000 | 3,272,000 | 1,113,000 | 0 | 1,113,000 | (2,159,000) | (66%) |
| Debt Services - Interest | 101,971 | 85,925 | 67,100 | 44,837 | 111,937 | 67,099 | 44,837 | 111,936 | 19,144 | 0 | 19,144 | (92,793) | (83%) |
| Interfund Payments/Charges | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Contingency | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Expenditures** | **$1,702,971** | **$1,695,216** | **$1,695,100** | **$1,694,837** | **$3,389,937** | **$1,692,269** | **$1,694,837** | **$3,387,106** | **$1,135,144** | **$0** | **$1,135,144** | **($2,254,793)** | **(67%)** |
| **Other Financing Uses** | | | | | | | | | | | | | |
| Transfers Out General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out Debt Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers Out | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Other Financing Uses** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Total Expenditures** | **$1,702,971** | **$1,695,216** | **$1,695,100** | **$1,694,837** | **$3,389,937** | **$1,692,269** | **$1,694,837** | **$3,387,106** | **$1,135,144** | **$0** | **$1,135,144** | **($2,254,793)** | **(67%)** |
| **Ending Fund Balance** | **$2,276** | **$892** | **$892** | **$892** | **$892** | **$3,199** | **$3,199** | **$3,199** | **$3,199** | **$3,199** | **$3,199** | **$2,307** | **259%** |

The 2017 levy was also less due to a mistake by the King County Assessor's Office levying tax on City-owned properties. As a result, the General Fund provided an $18,000 infusion to cover the shortfalls.

## 2021 - 2022 Funding Sources




## 2021 - 2022 Use of Funds



# *2009/2019 Limited Tax General Obligation Bond Fund (211) Summary*

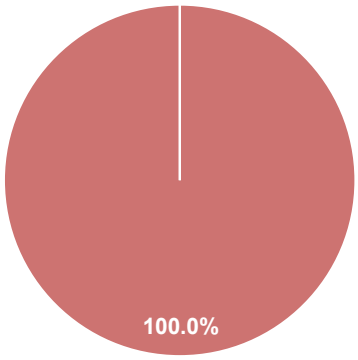
This fund is used to record the principal and debt service payments related to the 2009 Limited Tax General Obligation bonds issued to fund the acquisition of the new City Hall. These bonds were refunded in 2019.

Department: Administrative Services
Program: Limited Tax GO Bond

| | 2017 Actual | 2018 Actual | 2019 Current Budget | 2020 Current Budget | 2019-2020 as a Biennium Budget | 2019 Actual | 2020 Year-End Estimate | 2019-2020 Biennium Year-End Estimate | 2021 Budget | 2022 Budget | 2021 - 2022 Biennium Budget | 2021 - 2022 vs. 2019 - 2020 Biennium Budget | Percentage Change |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Beginning Fund Balance** | **$41** | **$21,455** | **$1,310** | **$1,310** | **$1,310** | **$1,310** | **$183,411** | **$183,411** | **$365,512** | **$365,512** | **$365,512** | **$364,202** | **27800%** |
| **Resources** | | | | | | | | | | | | | |
| **Budgeted Use of Fund Balance** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| Taxes | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | 0% |
| Licenses & Permits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Intergovernmental Revenues | 360,312 | 362,655 | 320,000 | 320,000 | 640,000 | 349,582 | 320,000 | 669,582 | 0 | 0 | 0 | (640,000) | (100%) |
| Charges for Goods and Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Fines and Forfeits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Miscellaneous Revenues | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Investment Earnings | 0 | 0 | 0 | 0 | 0 | 3,613 | 0 | 3,613 | 0 | 0 | 0 | 0 | 0% |
| **Total Revenue (excl. Use of Fund Bal.)** | **$360,312** | **$362,655** | **$320,000** | **$320,000** | **$640,000** | **$353,195** | **$320,000** | **$673,195** | **$0** | **$0** | **$0** | **($640,000)** | **(100%)** |
| **Other Financing Sources** | | | | | | | | | | | | | |
| Proceeds from Capital Assets | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Contributions | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers In | 1,322,196 | 1,276,417 | 1,356,417 | 1,323,655 | 2,680,072 | 1,469,943 | 1,323,655 | 2,793,598 | 1,101,594 | 1,101,094 | 2,202,688 | (477,384) | (18%) |
| Other Financing Sources | 0 | 0 | 0 | 0 | 0 | 17,363,073 | 0 | 17,363,073 | 0 | 0 | 0 | 0 | 0% |
| **Total Other Financing Sources** | **$1,322,196** | **$1,276,417** | **$1,356,417** | **$1,323,655** | **$2,680,072** | **$18,833,016** | **$1,323,655** | **$20,156,671** | **$1,101,594** | **$1,101,094** | **$2,202,688** | **($477,384)** | **(18%)** |
| **Total Revenue and Other Financing Sources** | **$1,682,508** | **$1,639,072** | **$1,676,417** | **$1,643,655** | **$3,320,072** | **$19,186,210** | **$1,643,655** | **$20,829,865** | **$1,101,594** | **$1,101,094** | **$2,202,688** | **($1,117,384)** | **(34%)** |
| **Use of Funds** | | | | | | | | | | | | | |
| Salaries & Wages | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | 0% |
| Personnel Benefits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Supplies | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Services & Charges | 777 | 300 | 1,500 | 1,500 | 3,000 | 300 | 1,500 | 1,800 | 1,500 | 1,500 | 3,000 | 0 | 0% |
| Intergovernmental Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Outlays | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Debt Services - Principal | 535,000 | 555,000 | 570,000 | 590,000 | 1,160,000 | 17,785,000 | 590,000 | 18,375,000 | 510,000 | 535,000 | 1,045,000 | (115,000) | (10%) |
| Debt Services - Interest | 1,125,317 | 1,103,917 | 1,104,917 | 1,052,155 | 2,157,072 | 1,218,810 | 1,052,155 | 2,270,965 | 590,094 | 564,594 | 1,154,688 | (1,002,384) | (46%) |
| Interfund Payments/Charges | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Contingency | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Expenditures** | **$1,661,094** | **$1,659,217** | **$1,676,417** | **$1,643,655** | **$3,320,072** | **$19,004,110** | **$1,643,655** | **$20,647,765** | **$1,101,594** | **$1,101,094** | **$2,202,688** | **($1,117,384)** | **(34%)** |
| **Other Financing Uses** | | | | | | | | | | | | | |
| Transfers Out General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out Debt Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers Out | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Other Financing Uses** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Total Expenditures** | **$1,661,094** | **$1,659,217** | **$1,676,417** | **$1,643,655** | **$3,320,072** | **$19,004,110** | **$1,643,655** | **$20,647,765** | **$1,101,594** | **$1,101,094** | **$2,202,688** | **($1,117,384)** | **(34%)** |
| **Ending Fund Balance** | **$21,455** | **$1,310** | **$1,310** | **$1,310** | **$1,310** | **$183,411** | **$183,411** | **$365,512** | **$365,512** | **$365,512** | **$365,512** | **$364,202** | **27800%** |

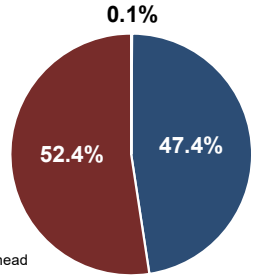
## 2021 - 2022 Funding Sources

- Budgeted Use of Fund Balance
- Taxes
- Licenses & Permits
- Intergovernmental Revenues
- Charges for Goods and Services
- Fines and Forfeits
- Miscellaneous Revenues
- Investment Earnings
- Proceeds from Capital Assets
- Capital Contributions
- Transfers In General Fund Overhead
- Transfers In General Fund Capital Support
- Transfers In General Fund Support
- Other Transfers In
- Other Financing Sources




## 2021 - 2022 Use of Funds

- Salaries & Wages
- Personnel Benefits
- Supplies
- Other Services & Charges
- Intergovernmental Services
- Capital Outlays
- Debt Services - Principal
- Debt Services - Interest
- Interfund Payments/Charges
- Contingency
- Transfers Out General Fund Overhead
- Transfers Out General Fund Capital Support
- Transfers Out Debt Service
- Other Transfers Out



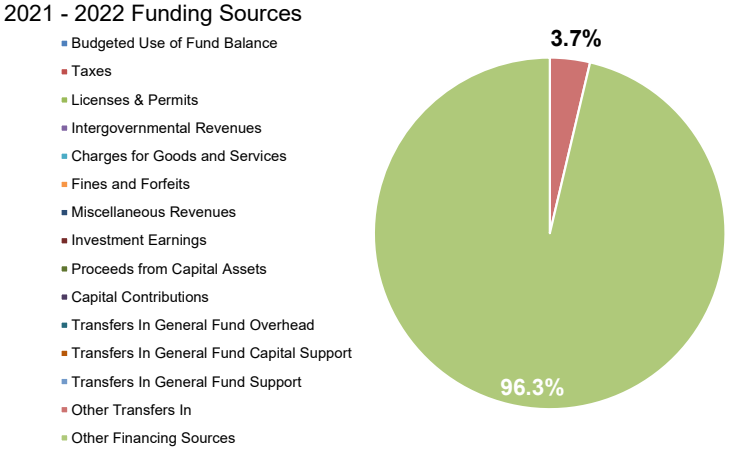
# *2020 Limited Tax General Obligation Bond Fund (212) Summary*

This fund is used to record the principal and debt service payments related to the 2020 bond anticipation notes issued to acquire properties for the Parks, Recreation and Open Space Plan.

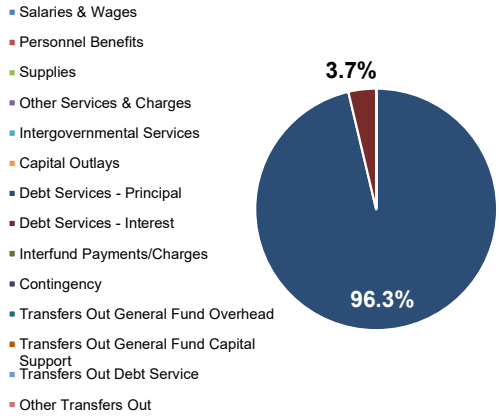
Department: Administrative Services
Program: Limited Tax GO Bond

| | 2017 Actual | 2018 Actual | 2019 Current Budget | 2020 Current Budget | 2019-2020 as a Biennium Budget | 2019 Actual | 2020 Year-End Estimate | 2019-2020 Biennium Year-End Estimate | 2021 Budget | 2022 Budget | 2021 - 2022 Biennium Budget | 2021 - 2022 vs. 2019 - 2020 Biennium Budget | Percentage Change |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Beginning Fund Balance** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Resources** | | | | | | | | | | | | | |
| **Budgeted Use of Fund Balance** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| Taxes | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | 0% |
| Licenses & Permits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Intergovernmental Revenues | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Charges for Goods and Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Fines and Forfeits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Miscellaneous Revenues | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Investment Earnings | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Revenue (excl. Use of Fund Bal.)** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Other Financing Sources** | | | | | | | | | | | | | |
| Proceeds from Capital Assets | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Contributions | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers In | 0 | 0 | 0 | 382,666 | 382,666 | 0 | 382,666 | 382,666 | 480,000 | 480,000 | 960,000 | 577,334 | 151% |
| Other Financing Sources | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 25,000,000 | 25,000,000 | 25,000,000 | 0% |
| **Total Other Financing Sources** | **$0** | **$0** | **$0** | **$382,666** | **$382,666** | **$0** | **$382,666** | **$382,666** | **$480,000** | **$25,480,000** | **$25,960,000** | **$25,577,334** | **6684%** |
| **Total Revenue and Other Financing Sources** | **$0** | **$0** | **$0** | **$382,666** | **$382,666** | **$0** | **$382,666** | **$382,666** | **$480,000** | **$25,480,000** | **$25,960,000** | **$25,577,334** | **6684%** |
| **Use of Funds** | | | | | | | | | | | | | |
| Salaries & Wages | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | 0% |
| Personnel Benefits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Supplies | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Services & Charges | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Intergovernmental Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Outlays | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Debt Services - Principal | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 25,000,000 | 25,000,000 | 25,000,000 | 0% |
| Debt Services - Interest | 0 | 0 | 0 | 382,666 | 382,666 | 0 | 382,666 | 382,666 | 480,000 | 480,000 | 960,000 | 577,334 | 151% |
| Interfund Payments/Charges | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Contingency | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Expenditures** | **$0** | **$0** | **$0** | **$382,666** | **$382,666** | **$0** | **$382,666** | **$382,666** | **$480,000** | **$25,480,000** | **$25,960,000** | **$25,577,334** | **6684%** |
| **Other Financing Uses** | | | | | | | | | | | | | |
| Transfers Out General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out Debt Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers Out | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Other Financing Uses** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Total Expenditures** | **$0** | **$0** | **$0** | **$382,666** | **$382,666** | **$0** | **$382,666** | **$382,666** | **$480,000** | **$25,480,000** | **$25,960,000** | **$25,577,334** | **6684%** |
| **Ending Fund Balance** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |

## 2021 - 2022 Funding Sources




## 2021 - 2022 Use of Funds



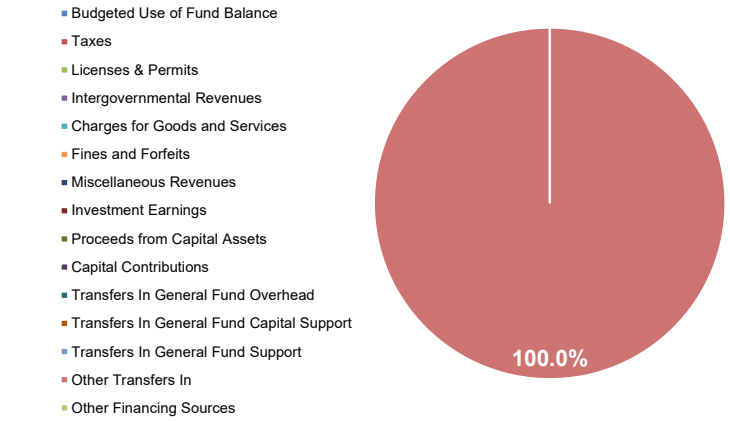
# *2013 Limited Tax General Obligation Bond Fund (221) Summary*

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.

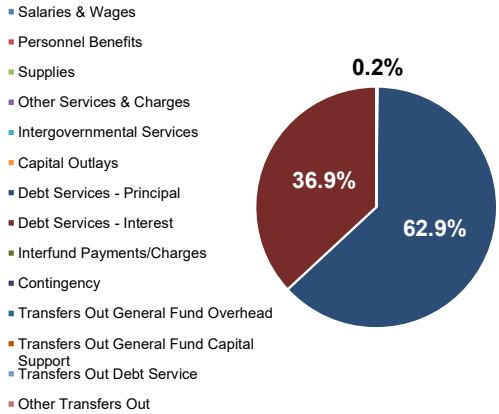
Department: Administrative Services
Program: Limited Tax GO Bond

| | 2017 Actual | 2018 Actual | 2019 Current Budget | 2020 Current Budget | 2019-2020 as a Biennium Budget | 2019 Actual | 2020 Year-End Estimate | 2019-2020 Biennium Year-End Estimate | 2021 Budget | 2022 Budget | 2021 - 2022 Biennium Budget | 2021 - 2022 vs. 2019 - 2020 Biennium Budget | Percentage Change |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Beginning Fund Balance** | **$67** | **$470** | **$300** | **$300** | **$300** | **$300** | **$130** | **$300** | **$130** | **$130** | **$130** | **($170)** | **(57%)** |
| **Resources** | | | | | | | | | | | | | |
| **Budgeted Use of Fund Balance** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| Taxes | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | 0% |
| Licenses & Permits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Intergovernmental Revenues | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Charges for Goods and Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Fines and Forfeits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Miscellaneous Revenues | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Investment Earnings | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Revenue (excl. Use of Fund Bal.)** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Other Financing Sources** | | | | | | | | | | | | | |
| Proceeds from Capital Assets | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Contributions | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers In | 260,948 | 260,125 | 260,198 | 259,573 | 519,771 | 259,688 | 259,573 | 519,261 | 258,760 | 257,760 | 516,520 | (3,251) | (1%) |
| Other Financing Sources | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Other Financing Sources** | **$260,948** | **$260,125** | **$260,198** | **$259,573** | **$519,771** | **$259,688** | **$259,573** | **$519,261** | **$258,760** | **$257,760** | **$516,520** | **($3,251)** | **(1%)** |
| **Total Revenue and Other Financing Sources** | **$260,948** | **$260,125** | **$260,198** | **$259,573** | **$519,771** | **$259,688** | **$259,573** | **$519,261** | **$258,760** | **$257,760** | **$516,520** | **($3,251)** | **(1%)** |
| **Use of Funds** | | | | | | | | | | | | | |
| Salaries & Wages | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | 0% |
| Personnel Benefits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Supplies | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Services & Charges | 170 | 170 | 510 | 510 | 1,020 | 170 | 510 | 680 | 510 | 510 | 1,020 | 0 | 0% |
| Intergovernmental Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Outlays | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Debt Services - Principal | 140,000 | 145,000 | 150,000 | 155,000 | 305,000 | 150,000 | 155,000 | 305,000 | 160,000 | 165,000 | 325,000 | 20,000 | 7% |
| Debt Services - Interest | 120,375 | 115,125 | 109,688 | 104,063 | 213,751 | 109,688 | 104,063 | 213,751 | 98,250 | 92,250 | 190,500 | (23,251) | (11%) |
| Interfund Payments/Charges | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Contingency | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Expenditures** | **$260,545** | **$260,295** | **$260,198** | **$259,573** | **$519,771** | **$259,858** | **$259,573** | **$519,431** | **$258,760** | **$257,760** | **$516,520** | **($3,251)** | **(1%)** |
| **Other Financing Uses** | | | | | | | | | | | | | |
| Transfers Out General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out Debt Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers Out | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Other Financing Uses** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Total Expenditures** | **$260,545** | **$260,295** | **$260,198** | **$259,573** | **$519,771** | **$259,858** | **$259,573** | **$519,431** | **$258,760** | **$257,760** | **$516,520** | **($3,251)** | **(1%)** |
| **Ending Fund Balance** | **$470** | **$300** | **$300** | **$300** | **$300** | **$130** | **$130** | **$130** | **$130** | **$130** | **$130** | **($170)** | **(57%)** |

## 2021 - 2022 Funding Sources




## 2021 - 2022 Use of Funds



# *Sidewalk Limited Tax General Obligation Bond Fund (230) Summary*

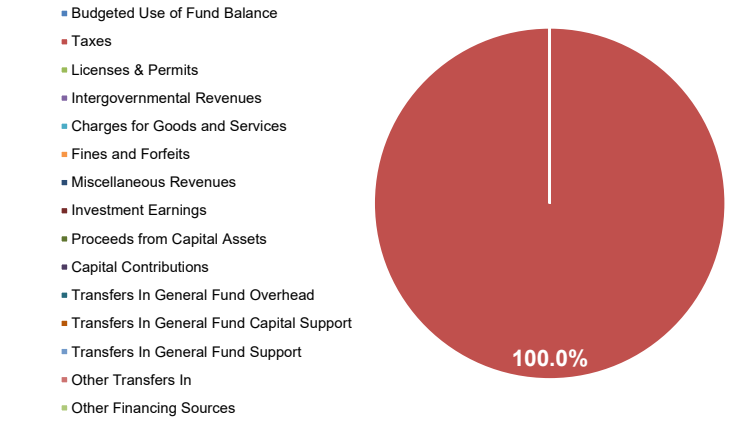
RCW 36.73.040(3)(a) gives Transportation Benefit Districts the authority to impose a Sales Tax up to 0.2% for a period exceeding ten years if the moneys received are dedicated to the repayment of indebtedness incurred in accordance with the requirements of RCW 36.73. Shoreline City Council passed Resolution No. 430 placing a ballot for a 0.2% Sales Tax dedicated to sidewalk expansion and/or repair, which voters approved. The Sales Tax went into effect in April 2019. This fund is used to record the Sales Tax receipts and principal and debt service payments related to the bonds issued for the purpose specified in the ballot measure. Project expenditures are tracked n the Sidewalk Expansion Fud (332).

Department: Administrative Services
Program: Limited Tax GO Bond

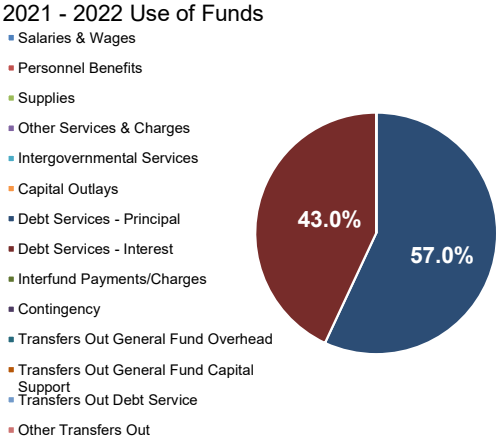
| | 2017 Actual | 2018 Actual | 2019 Current Budget | 2020 Current Budget | 2019-2020 as a Biennium Budget | 2019 Actual | 2020 Year-End Estimate | 2019-2020 Biennium Year-End Estimate | 2021 Budget | 2022 Budget | 2021 - 2022 Biennium Budget | 2021 - 2022 vs. 2019 - 2020 Biennium Budget | Percentage Change |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Beginning Fund Balance** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$2,026,944** | **$0** | **$4,106,944** | **$5,366,507** | **$4,106,944** | **$4,106,944** | **0%** |
| **Resources** | | | | | | | | | | | | | |
| **Budgeted Use of Fund Balance** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| Taxes | $0 | $0 | $0 | $0 | $0 | $2,021,378 | $2,080,000 | $4,101,378 | $2,159,113 | $2,235,089 | $4,394,202 | $4,394,202 | 0% |
| Licenses & Permits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Intergovernmental Revenues | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Charges for Goods and Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Fines and Forfeits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Miscellaneous Revenues | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Investment Earnings | 0 | 0 | 0 | 0 | 0 | 5,566 | 0 | 5,566 | 0 | 0 | 0 | 0 | 0% |
| **Total Revenue (excl. Use of Fund Bal.)** | **$0** | **$0** | **$0** | **$0** | **$0** | **$2,026,944** | **$2,080,000** | **$4,106,944** | **$2,159,113** | **$2,235,089** | **$4,394,202** | **$4,394,202** | **0%** |
| **Other Financing Sources** | | | | | | | | | | | | | |
| Proceeds from Capital Assets | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Contributions | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers In | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Financing Sources | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Other Financing Sources** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Total Revenue and Other Financing Sources** | **$0** | **$0** | **$0** | **$0** | **$0** | **$2,026,944** | **$2,080,000** | **$4,106,944** | **$2,159,113** | **$2,235,089** | **$4,394,202** | **$4,394,202** | **0%** |
| **Use of Funds** | | | | | | | | | | | | | |
| Salaries & Wages | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | 0% |
| Personnel Benefits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Supplies | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Services & Charges | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Intergovernmental Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Outlays | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Debt Services - Principal | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 500,000 | 525,000 | 1,025,000 | 1,025,000 | 0% |
| Debt Services - Interest | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 399,550 | 374,550 | 774,100 | 774,100 | 0% |
| Interfund Payments/Charges | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Contingency | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Expenditures** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$899,550** | **$899,550** | **$1,799,100** | **$1,799,100** | **0%** |
| **Other Financing Uses** | | | | | | | | | | | | | |
| Transfers Out General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out Debt Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers Out | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Other Financing Uses** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Total Expenditures** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$899,550** | **$899,550** | **$1,799,100** | **$1,799,100** | **#DIV/0!** |
| **Ending Fund Balance** | **$0** | **$0** | **$0** | **$0** | **$0** | **$2,026,944** | **$4,106,944** | **$4,106,944** | **$5,366,507** | **$6,702,046** | **$6,702,046** | **$6,702,046** | **0%** |

This fund balance includes the additional 0.2% Transportation Benefit District Sales Tax, which is restricted in its use.

## 2021 - 2022 Funding Sources




## 2021 - 2022 Use of Funds



# *General Capital Fund (301) Summary*

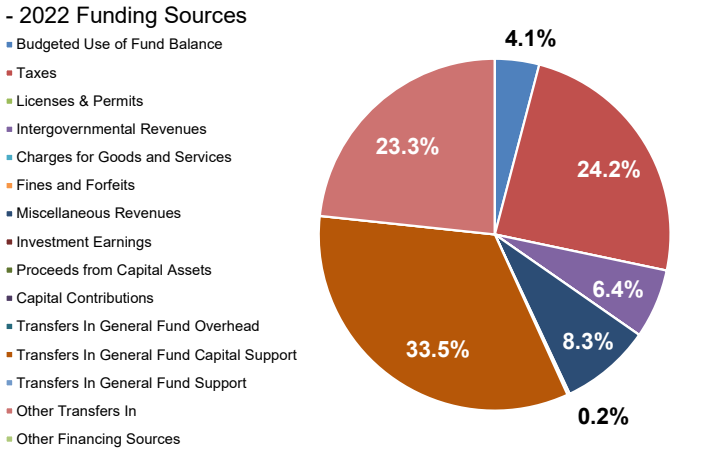
The General Capital Fund receives resources designated specifically for capital purposes. The primary ongoing dedicated resource is real estate excise tax (REET). Other revenue sources include General Fund support and dedicated project grants. Projects in the General Capital Fund are divided into three major categories: facilities projects, parks projects and open space projects. For a complete discussion of this fund refer to the Capital Improvement Plan section of this document.

Department: Public Works
Program: General Capital Engineering; General Capital Projects

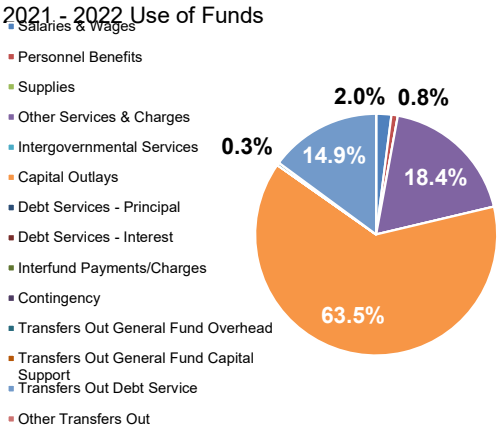
| | 2017 Actual | 2018 Actual | 2019 Current Budget | 2020 Current Budget | 2019-2020 as a Biennium Budget | 2019 Actual | 2020 Year-End Estimate | 2019-2020 Biennium Year-End Estimate | 2021 Budget | 2022 Budget | 2021 - 2022 Biennium Budget | 2021 - 2022 vs. 2019 - 2020 Biennium Budget | Percentage Change |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Beginning Fund Balance** | **$3,007,656** | **$2,099,479** | **($563,063)** | **($1,428,077)** | **($563,063)** | **($563,063)** | **($444,267)** | **($563,063)** | **$1,136,495** | **$926,654** | **$1,136,495** | **$1,699,558** | **(302%)** |
| **Resources** | | | | | | | | | | | | | |
| **Budgeted Use of Fund Balance** | **$0** | **$0** | **$863,702** | **$128,784** | **$992,486** | **$0** | **$0** | **$0** | **$209,841** | **$159,798** | **$369,639** | **($622,847)** | **(63%)** |
| Taxes | $1,866,612 | $1,686,287 | $1,164,953 | $1,168,119 | $2,333,072 | $1,583,864 | $1,390,552 | $2,974,416 | $1,080,213 | $1,109,160 | $2,189,373 | ($143,699) | (6%) |
| Licenses & Permits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Intergovernmental Revenues | 425,372 | 145,035 | 185,000 | 25,000 | 210,000 | 217,068 | 2,314,000 | 2,531,068 | 300,000 | 275,000 | 575,000 | 365,000 | 174% |
| Charges for Goods and Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Fines and Forfeits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Miscellaneous Revenues | 22,284 | 122,013 | 0 | 1,907,000 | 1,907,000 | 20,775 | 0 | 20,775 | 490,000 | 265,000 | 755,000 | (1,152,000) | (60%) |
| Investment Earnings | 19,072 | 27,207 | 6,710 | 2,167 | 8,877 | 29,882 | 2,167 | 32,049 | 2,670 | 15,395 | 18,065 | 9,188 | 104% |
| **Total Revenue (excl. Use of Fund Bal.)** | **$2,333,340** | **$1,980,542** | **$1,356,663** | **$3,102,286** | **$4,458,949** | **$1,851,588** | **$3,706,719** | **$5,558,307** | **$1,872,883** | **$1,664,555** | **$3,537,438** | **($921,511)** | **(21%)** |
| **Other Financing Sources** | | | | | | | | | | | | | |
| Proceeds from Capital Assets | 540 | 45,231 | 0 | 0 | 0 | 15,500 | 0 | 15,500 | 0 | 0 | 0 | 0 | 0% |
| Capital Contributions | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Capital Support | 1,962,796 | 923,505 | 1,010,934 | 2,652,378 | 3,663,312 | 723,911 | 2,341,298 | 3,065,209 | 2,886,975 | 143,000 | 3,029,975 | (633,337) | (17%) |
| Transfers In General Fund Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers In | 1,422,137 | 399,897 | 443,619 | 333,952 | 777,571 | 47,760 | 645,133 | 692,893 | 1,927,066 | 180,000 | 2,107,066 | 1,329,495 | 171% |
| Other Financing Sources | 0 | 0 | 24,833,464 | 200,000 | 25,033,464 | 0 | 25,000,000 | 25,000,000 | 0 | 0 | 0 | (25,033,464) | (100%) |
| **Total Other Financing Sources** | **$3,385,473** | **$1,368,633** | **$26,288,017** | **$3,186,330** | **$29,474,347** | **$787,171** | **$27,986,431** | **$28,773,602** | **$4,814,041** | **$323,000** | **$5,137,041** | **($24,337,306)** | **(83%)** |
| **Total Revenue and Other Financing Sources** | **$5,718,814** | **$3,349,175** | **$27,644,680** | **$6,288,616** | **$33,933,296** | **$2,638,759** | **$31,693,150** | **$34,331,909** | **$6,686,924** | **$1,987,555** | **$8,674,479** | **($25,258,817)** | **(74%)** |
| **Use of Funds** | | | | | | | | | | | | | |
| Salaries & Wages | $198,517 | $156,802 | $188,160 | $215,738 | $403,898 | $119,556 | $192,473 | $312,029 | $106,077 | $77,852 | $183,929 | ($219,969) | (54%) |
| Personnel Benefits | 80,710 | 59,786 | 50,183 | 63,030 | 113,213 | 47,114 | 12,080 | 59,194 | 42,839 | 31,709 | 74,548 | (38,665) | (34%) |
| Supplies | 21,925 | 18,566 | 1,142 | 50 | 1,192 | 20,436 | 50 | 20,486 | 0 | 0 | 0 | (1,192) | (100%) |
| Other Services & Charges | 579,020 | 844,617 | 1,019,974 | 1,214,182 | 2,234,156 | 416,804 | 1,061,225 | 1,478,029 | 762,413 | 905,732 | 1,668,145 | (566,011) | (25%) |
| Intergovernmental Services | 26,899 | 6,324 | 468 | 0 | 468 | 1,037 | 0 | 1,037 | 0 | 0 | 0 | (468) | (100%) |
| Capital Outlays | 4,973,370 | 4,208,467 | 26,449,651 | 2,485,726 | 28,935,377 | 1,133,692 | 28,109,008 | 29,242,700 | 5,286,918 | 453,010 | 5,739,928 | (23,195,449) | (80%) |
| Debt Services - Principal | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Debt Services - Interest | 0 | 29,178 | 66,940 | 0 | 66,940 | 49,531 | 50,000 | 99,531 | 0 | 0 | 0 | (66,940) | (100%) |
| Interfund Payments/Charges | 5,674 | 1,930 | 16,976 | 0 | 16,976 | 15,592 | 0 | 15,592 | 0 | 0 | 0 | (16,976) | (100%) |
| Contingency | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Expenditures** | **$5,886,115** | **$5,325,670** | **$27,793,494** | **$3,978,726** | **$31,772,220** | **$1,803,763** | **$29,424,836** | **$31,228,599** | **$6,198,247** | **$1,468,303** | **$7,666,550** | **($24,105,670)** | **(76%)** |
| **Other Financing Uses** | | | | | | | | | | | | | |
| Transfers Out General Fund Overhead | 45,782 | 23,501 | 38,654 | 24,302 | 62,956 | 38,654 | 24,302 | 62,956 | 15,268 | 15,268 | 30,536 | (32,420) | (51%) |
| Transfers Out General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out Debt Service | 663,946 | 662,546 | 677,546 | 663,250 | 1,340,796 | 677,546 | 663,250 | 1,340,796 | 683,250 | 663,782 | 1,347,032 | 6,236 | 0% |
| Other Transfers Out | 31,148 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Other Financing Uses** | **$740,876** | **$686,047** | **$716,200** | **$687,552** | **$1,403,752** | **$716,200** | **$687,552** | **$1,403,752** | **$698,518** | **$679,050** | **$1,377,568** | **($26,184)** | **(2%)** |
| **Total Expenditures** | **$6,626,991** | **$6,011,717** | **$28,509,694** | **$4,666,278** | **$33,175,972** | **$2,519,963** | **$30,112,388** | **$32,632,351** | **$6,896,765** | **$2,147,353** | **$9,044,118** | **($24,131,854)** | **(73%)** |
| **Ending Fund Balance** | **$2,099,479** | **($563,063)** | **($1,428,077)** | **$194,261** | **$194,261** | **($444,267)** | **$1,136,495** | **$1,136,495** | **$926,654** | **$766,856** | **$766,856** | **$572,595** | **295%** |

Additional information can be found in the Capital Improvement Plan section in this book.

## 2021 - 2022 Funding Sources




## 2021 - 2022 Use of Funds



# *City Facility-Major Maintenance Fund (312) Summary*

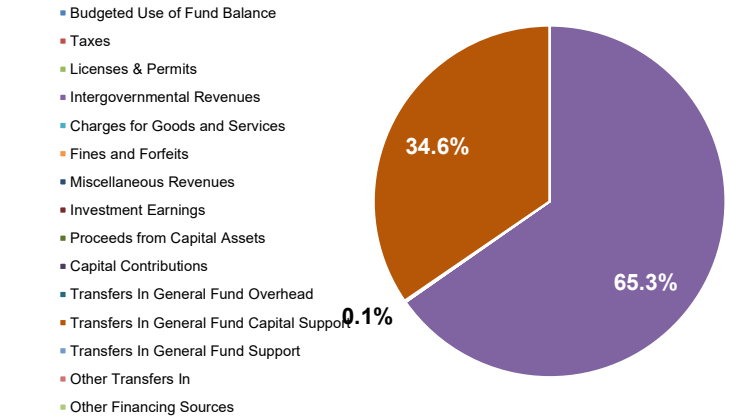
This fund was established in 2005. Projects in this capital fund include major repairs and replacement of systems at City facilities such as City Hall, the police station and recreation centers. For a complete discussion of this fund refer to the Capital Improvement Plan section of this document.

Department: Administrative Services
Program: Major Maintenance Projects

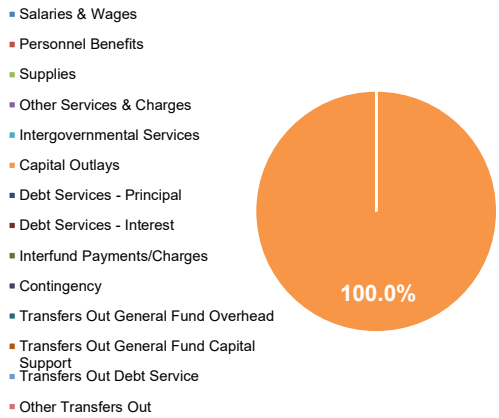
| | 2017 Actual | 2018 Actual | 2019 Current Budget | 2020 Current Budget | 2019-2020 as a Biennium Budget | 2019 Actual | 2020 Year-End Estimate | 2019-2020 Biennium Year-End Estimate | 2021 Budget | 2022 Budget | 2021 - 2022 Biennium Budget | 2021 - 2022 vs. 2019 - 2020 Biennium Budget | Percentage Change |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Beginning Fund Balance** | **$90,285** | **$111,244** | **$58,073** | **$15,201** | **$58,073** | **$58,073** | **$95,829** | **$58,073** | **$75,733** | **$85,256** | **$75,733** | **$17,659** | **30%** |
| **Resources** | | | | | | | | | | | | | |
| **Budgeted Use of Fund Balance** | **$0** | **$0** | **$42,872** | **$0** | **$42,872** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **($42,872)** | **(100%)** |
| Taxes | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | 0% |
| Licenses & Permits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Intergovernmental Revenues | 0 | 0 | 0 | 490,000 | 490,000 | 0 | 0 | 0 | 490,000 | 0 | 490,000 | 0 | 0% |
| Charges for Goods and Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Fines and Forfeits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Miscellaneous Revenues | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Investment Earnings | 857 | 1,345 | 0 | 0 | 0 | 939 | 766 | 1,705 | 170 | 883 | 1,053 | 1,053 | 0% |
| **Total Revenue (excl. Use of Fund Bal.)** | **$857** | **$1,345** | **$0** | **$490,000** | **$490,000** | **$939** | **$766** | **$1,705** | **$490,170** | **$883** | **$491,053** | **$1,053** | **0%** |
| **Other Financing Sources** | | | | | | | | | | | | | |
| Proceeds from Capital Assets | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Contributions | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Capital Support | 124,032 | 124,032 | 124,032 | 49,032 | 173,064 | 124,032 | 49,032 | 173,064 | 127,753 | 131,586 | 259,339 | 86,275 | 50% |
| Transfers In General Fund Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers In | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Financing Sources | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Other Financing Sources** | **$124,032** | **$124,032** | **$124,032** | **$49,032** | **$173,064** | **$124,032** | **$49,032** | **$173,064** | **$127,753** | **$131,586** | **$259,339** | **$86,275** | **50%** |
| **Total Revenue and Other Financing Sources** | **$124,889** | **$125,377** | **$124,032** | **$539,032** | **$663,064** | **$124,971** | **$49,798** | **$174,769** | **$617,923** | **$132,469** | **$750,392** | **$87,328** | **13%** |
| **Use of Funds** | | | | | | | | | | | | | |
| Salaries & Wages | $30 | $0 | $8,486 | $0 | $8,486 | $458 | $0 | $458 | $0 | $0 | $0 | ($8,486) | (100%) |
| Personnel Benefits | 16 | 0 | 3,180 | 0 | 3,180 | 153 | 0 | 153 | 0 | 0 | 0 | (3,180) | (100%) |
| Supplies | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Services & Charges | 0 | 35,187 | 0 | 44,500 | 44,500 | 77,927 | 44,955 | 122,882 | 0 | 0 | 0 | (44,500) | (100%) |
| Intergovernmental Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Outlays | 103,884 | 143,361 | 155,238 | 492,532 | 647,770 | 8,678 | 24,939 | 33,617 | 608,400 | 100,826 | 709,226 | 61,456 | 9% |
| Debt Services - Principal | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Debt Services - Interest | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Interfund Payments/Charges | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Contingency | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Expenditures** | **$103,930** | **$178,548** | **$166,904** | **$537,032** | **$703,936** | **$87,216** | **$69,894** | **$157,110** | **$608,400** | **$100,826** | **$709,226** | **$5,290** | **1%** |
| **Other Financing Uses** | | | | | | | | | | | | | |
| Transfers Out General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out Debt Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers Out | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Other Financing Uses** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Total Expenditures** | **$103,930** | **$178,548** | **$166,904** | **$537,032** | **$703,936** | **$87,216** | **$69,894** | **$157,110** | **$608,400** | **$100,826** | **$709,226** | **$5,290** | **1%** |
| **Ending Fund Balance** | **$111,244** | **$58,073** | **$15,201** | **$17,201** | **$17,201** | **$95,829** | **$75,733** | **$75,733** | **$85,256** | **$116,899** | **$116,899** | **$99,697** | **580%** |

Additional information can be found in the Capital Improvement Plan section in this book.

## 2021 - 2022 Funding Sources




## 2021 - 2022 Use of Funds



# *Roads Capital Fund (330) Summary*

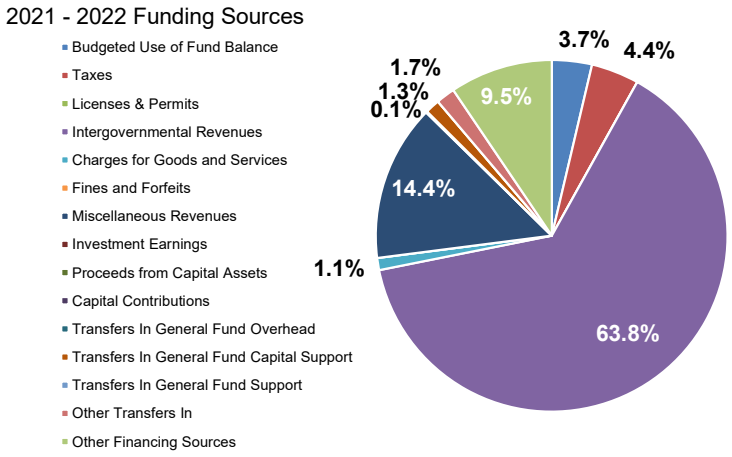
The Roads Capital Fund receives resources that are designated specifically for capital purposes and General Fund Support of projects and programs. The primary ongoing dedicated resource is real estate excise tax (REET). Other dedicated sources include the vehicle license fee and various project grants. 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 Plan section of this document.

Department: Public Works
Program: Roads Capital Engineering; Roads Capital Projects

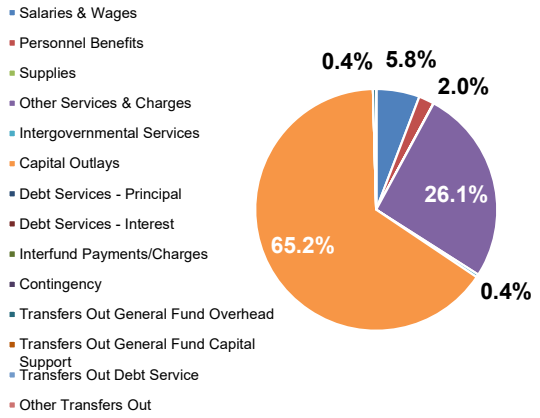
| | 2017 Actual | 2018 Actual | 2019 Current Budget | 2020 Current Budget | 2019-2020 as a Biennium Budget | 2019 Actual | 2020 Year-End Estimate | 2019-2020 Biennium Year-End Estimate | 2021 Budget | 2022 Budget | 2021 - 2022 Biennium Budget | 2021 - 2022 vs. 2019 - 2020 Biennium Budget | Percentage Change |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Beginning Fund Balance** | **$5,882,386** | **$6,468,370** | **$7,249,229** | **$5,566,980** | **$7,249,229** | **$7,249,229** | **$5,722,399** | **$7,249,229** | **$4,886,480** | **$4,806,318** | **$4,886,480** | **($2,362,749)** | **(33%)** |
| **Resources** | | | | | | | | | | | | | |
| **Budgeted Use of Fund Balance** | **$0** | **$0** | **$2,224,180** | **$2,695,525** | **$4,919,705** | **$0** | **$0** | **$0** | **$80,162** | **$1,752,718** | **$1,832,880** | **($3,086,825)** | **(63%)** |
| Taxes | $1,866,612 | $1,686,287 | $1,164,953 | $1,168,119 | $2,333,072 | $1,584,048 | $1,393,914 | $2,977,962 | $1,080,213 | $1,109,160 | $2,189,373 | ($143,699) | (6%) |
| Licenses & Permits | 245 | 280 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Intergovernmental Revenues | 2,814,819 | 1,205,216 | 3,442,824 | 12,789,950 | 16,232,774 | 2,185,957 | 12,651,856 | 14,837,813 | 18,263,869 | 13,438,923 | 31,702,792 | 15,470,018 | 95% |
| Charges for Goods and Services | 830,269 | 841,641 | 1,964,116 | 0 | 1,964,116 | 1,367,277 | 132,483 | 1,499,760 | 323,741 | 237,741 | 561,482 | (1,402,634) | (71%) |
| Fines and Forfeits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Miscellaneous Revenues | 0 | 0 | 600,000 | 7,180,000 | 7,780,000 | 40 | 487,000 | 487,040 | 1,354,000 | 5,781,975 | 7,135,975 | (644,025) | (8%) |
| Investment Earnings | 48,653 | 108,972 | 39,364 | 46,269 | 85,633 | 165,242 | 46,269 | 211,511 | 8,467 | 57,328 | 65,795 | (19,838) | (23%) |
| **Total Revenue (excl. Use of Fund Bal.)** | **$5,560,598** | **$3,842,395** | **$7,211,257** | **$21,184,338** | **$28,395,595** | **$5,302,565** | **$14,711,522** | **$20,014,087** | **$21,030,290** | **$20,625,127** | **$41,655,417** | **$13,259,822** | **47%** |
| **Other Financing Sources** | | | | | | | | | | | | | |
| Proceeds from Capital Assets | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Contributions | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Capital Support | 339,484 | 729,750 | 984,551 | 552,486 | 1,537,037 | 728,397 | 535,626 | 1,264,023 | 480,656 | 173,910 | 654,566 | (882,471) | (57%) |
| Transfers In General Fund Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers In | 0 | 9,867 | 162,000 | 324,000 | 486,000 | 2,174,871 | 660,591 | 2,835,462 | 199,125 | 668,576 | 867,701 | 381,701 | 79% |
| Other Financing Sources | 0 | 0 | 581,583 | 3,663,417 | 4,245,000 | 0 | 200,000 | 200,000 | 1,200,000 | 3,500,000 | 4,700,000 | 455,000 | 11% |
| **Total Other Financing Sources** | **$339,484** | **$739,617** | **$1,728,134** | **$4,539,903** | **$6,268,037** | **$2,903,267** | **$1,396,217** | **$4,299,484** | **$1,879,781** | **$4,342,486** | **$6,222,267** | **($45,770)** | **(1%)** |
| **Total Revenue and Other Financing Sources** | **$5,900,083** | **$4,582,012** | **$8,939,391** | **$25,724,241** | **$34,663,632** | **$8,205,832** | **$16,107,739** | **$24,313,571** | **$22,910,071** | **$24,967,613** | **$47,877,684** | **$13,214,052** | **38%** |
| **Use of Funds** | | | | | | | | | | | | | |
| Salaries & Wages | $678,319 | $768,664 | $1,020,580 | $1,123,658 | $2,144,238 | $1,027,713 | $1,654,450 | $2,682,163 | $1,408,182 | $1,473,439 | $2,881,621 | $737,383 | 34% |
| Personnel Benefits | 252,727 | 277,245 | 335,965 | 337,592 | 673,557 | 369,861 | 226,154 | 596,015 | 493,908 | 524,388 | 1,018,296 | 344,739 | 51% |
| Supplies | 2,783 | 20,391 | 3,050 | 3,050 | 6,100 | 24,061 | 1,400 | 25,461 | 13,675 | 7,543 | 21,218 | 15,118 | 248% |
| Other Services & Charges | 826,914 | 1,637,797 | 5,514,478 | 9,477,104 | 14,991,582 | 2,655,173 | 6,523,995 | 9,179,168 | 7,679,884 | 5,311,962 | 12,991,846 | (1,999,736) | (13%) |
| Intergovernmental Services | 125,274 | 229,379 | 133,983 | 62,207 | 196,190 | 294,888 | 100,010 | 394,898 | 91,132 | 96,987 | 188,119 | (8,071) | (4%) |
| Capital Outlays | 3,353,914 | 805,741 | 3,418,732 | 17,375,235 | 20,793,967 | 3,056,450 | 8,330,429 | 11,386,879 | 13,193,910 | 19,196,470 | 32,390,380 | 11,596,413 | 56% |
| Debt Services - Principal | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Debt Services - Interest | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Interfund Payments/Charges | 2,205 | 2,460 | 2,522 | 2,533 | 5,055 | 4,116 | 2,533 | 6,649 | 1,545 | 1,545 | 3,090 | (1,965) | (39%) |
| Contingency | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Expenditures** | **$5,242,136** | **$3,741,676** | **$10,429,310** | **$28,381,379** | **$38,810,689** | **$7,432,261** | **$16,838,971** | **$24,271,232** | **$22,882,236** | **$26,612,334** | **$49,494,570** | **$10,683,881** | **28%** |
| **Other Financing Uses** | | | | | | | | | | | | | |
| Transfers Out General Fund Overhead | 64,736 | 57,194 | 192,330 | 104,687 | 297,017 | 192,330 | 104,687 | 297,017 | 107,997 | 107,997 | 215,994 | (81,023) | (27%) |
| Transfers Out General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out Debt Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers Out | 7,227 | 2,283 | 0 | 0 | 0 | 2,108,071 | 0 | 2,108,071 | 0 | 0 | 0 | 0 | 0% |
| **Total Other Financing Uses** | **$71,963** | **$59,477** | **$192,330** | **$104,687** | **$297,017** | **$2,300,401** | **$104,687** | **$2,405,088** | **$107,997** | **$107,997** | **$215,994** | **($81,023)** | **(27%)** |
| **Total Expenditures** | **$5,314,099** | **$3,801,153** | **$10,621,640** | **$28,486,066** | **$39,107,706** | **$9,732,662** | **$16,943,658** | **$26,676,320** | **$22,990,233** | **$26,720,331** | **$49,710,564** | **$10,602,858** | **27%** |
| **Ending Fund Balance** | **$6,468,370** | **$7,249,229** | **$5,566,980** | **$2,805,155** | **$2,805,155** | **$5,722,399** | **$4,886,480** | **$4,886,480** | **$4,806,318** | **$3,053,600** | **$3,053,600** | **$248,445** | **9%** |

Additional information can be found in the Capital Improvement Plan section in this book. This fund balance does not include the additional 0.2% Transportation Benefit District Sales Tax, as it is deposited in Fund 230 and is restricted in its use.

## 2021 - 2022 Funding Sources




## 2021 - 2022 Use of Funds



# *Sidewalk Expansion Fund (332) Summary*

RCW 36.73.040(3)(a) gives Transportation Benefit Districts the authority to impose a Sales Tax up to 0.2% for a period exceeding ten years if the moneys received are dedicated to the repayment of indebtedness incurred in accordance with the requirements of RCW 36.73. Shoreline City Council passed Resolution No. 430 placing a ballot for a 0.2% Sales Tax dedicated to sidewalk expansion and/or repair, which voters approved. The Sales Tax went into effect in April 2019. This fund is a managerial fund under the Roads Capital Fund used to receive bond proceeds and track expenditures for the purpose specified in the ballot measure. Sales tax revenues and debt service payments are made from Sidewalk LTGO Bond Fund (230).

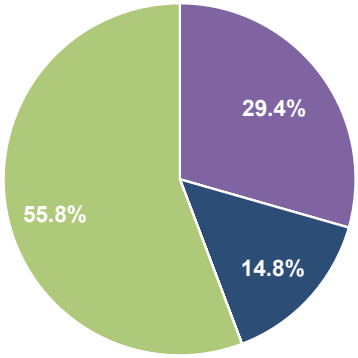
Department: Public Works

Program: Roads Capital Engineering; Roads Capital Projects

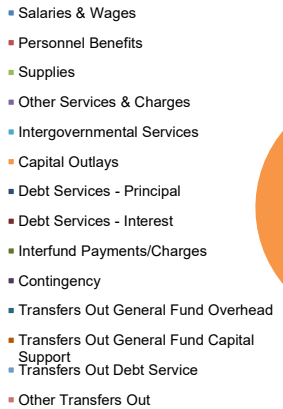
| | 2017 Actual | 2018 Actual | 2019 Current Budget | 2020 Current Budget | 2019-2020 as a Biennium Budget | 2019 Actual | 2020 Year-End Estimate | 2019-2020 Biennium Year-End Estimate | 2021 Budget | 2022 Budget | 2021 - 2022 Biennium Budget | 2021 - 2022 vs. 2019 - 2020 Biennium Budget | Percentage Change |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Beginning Fund Balance** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$11,431,853** | **$0** | **$11,431,853** | **$11,431,853** | **$11,431,853** | **$11,431,853** | **0%** |
| **Resources** | | | | | | | | | | | | | |
| **Budgeted Use of Fund Balance** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| Taxes | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | 0% |
| Licenses & Permits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Intergovernmental Revenues | 0 | 0 | 0 | 400,000 | 400,000 | 0 | 410,000 | 410,000 | 1,590,000 | 0 | 1,590,000 | 1,190,000 | 298% |
| Charges for Goods and Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Fines and Forfeits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Miscellaneous Revenues | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 800,000 | 800,000 | 800,000 | 0% |
| Investment Earnings | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Revenue (excl. Use of Fund Bal.)** | **$0** | **$0** | **$0** | **$400,000** | **$400,000** | **$0** | **$410,000** | **$410,000** | **$1,590,000** | **$800,000** | **$2,390,000** | **$1,990,000** | **498%** |
| **Other Financing Sources** | | | | | | | | | | | | | |
| Proceeds from Capital Assets | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Contributions | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers In | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Financing Sources | 0 | 0 | 0 | 0 | 0 | 11,538,551 | 240,000 | 11,778,551 | 981,803 | 2,030,000 | 3,011,803 | 3,011,803 | 0% |
| **Total Other Financing Sources** | **$0** | **$0** | **$0** | **$0** | **$0** | **$11,538,551** | **$240,000** | **$11,778,551** | **$981,803** | **$2,030,000** | **$3,011,803** | **$3,011,803** | **0%** |
| **Total Revenue and Other Financing Sources** | **$0** | **$0** | **$0** | **$400,000** | **$400,000** | **$11,538,551** | **$650,000** | **$12,188,551** | **$2,571,803** | **$2,830,000** | **$5,401,803** | **$5,001,803** | **1250%** |
| **Use of Funds** | | | | | | | | | | | | | |
| Salaries & Wages | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | 0% |
| Personnel Benefits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Supplies | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Services & Charges | 0 | 0 | 0 | 400,000 | 400,000 | 0 | 615,000 | 615,000 | 381,803 | 430,000 | 811,803 | 411,803 | 103% |
| Intergovernmental Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Outlays | 0 | 0 | 0 | 0 | 0 | 0 | 35,000 | 35,000 | 2,190,000 | 2,400,000 | 4,590,000 | 4,590,000 | 0% |
| Debt Services - Principal | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Debt Services - Interest | 0 | 0 | 0 | 0 | 0 | 106,698 | 0 | 106,698 | 0 | 0 | 0 | 0 | 0% |
| Interfund Payments/Charges | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Contingency | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Expenditures** | **$0** | **$0** | **$0** | **$400,000** | **$400,000** | **$106,698** | **$650,000** | **$756,698** | **$2,571,803** | **$2,830,000** | **$5,401,803** | **$5,001,803** | **1250%** |
| **Other Financing Uses** | | | | | | | | | | | | | |
| Transfers Out General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out Debt Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers Out | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Other Financing Uses** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Total Expenditures** | **$0** | **$0** | **$0** | **$400,000** | **$400,000** | **$106,698** | **$650,000** | **$756,698** | **$2,571,803** | **$2,830,000** | **$5,401,803** | **$5,001,803** | **1250%** |
| **Ending Fund Balance** | **$0** | **$0** | **$0** | **$0** | **$0** | **$11,431,853** | **$11,431,853** | **$11,431,853** | **$11,431,853** | **$11,431,853** | **$11,431,853** | **$11,431,853** | **0%** |

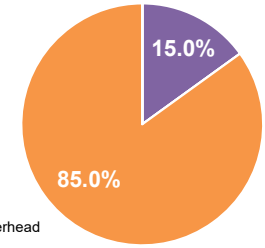
Additional information can be found in the Capital Improvement Plan section in this book. This fund balance does not include the additional 0.2% Transportation Benefit District Sales Tax, as it is deposited in Fund 230 and is restricted in its use.

## 2021 - 2022 Funding Sources




## 2021 - 2022 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.

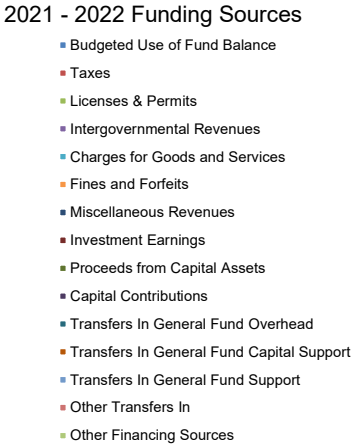
Department: Public Works

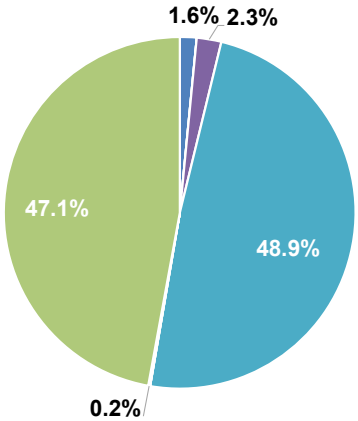
Program: Surface Water Management; Surface Water Capital Projects

| | 2017 Actual | 2018 Actual | 2019 Current Budget | 2020 Current Budget | 2019-2020 as a Biennium Budget | 2019 Actual | 2020 Year-End Estimate | 2019-2020 Biennium Year-End Estimate | 2021 Budget | 2022 Budget | 2021 - 2022 Biennium Budget | 2021 - 2022 vs. 2019 - 2020 Biennium Budget | Percentage Change |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Beginning Fund Balance** | **$2,768,901** | **$2,212,395** | **$3,378,690** | **$1,080,887** | **$3,378,690** | **$3,378,690** | **$4,668,593** | **$3,378,690** | **$3,432,872** | **$3,172,401** | **$3,432,872** | **$54,182** | **2%** |
| **Resources** | | | | | | | | | | | | | |
| **Budgeted Use of Fund Balance** | **$0** | **$0** | **$2,297,803** | **$2,138,029** | **$4,435,832** | **$0** | **$0** | **$0** | **$520,942** | **$0** | **$520,942** | **($3,914,890)** | **(88%)** |
| Taxes | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | 0% |
| Licenses & Permits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Intergovernmental Revenues | 81,530 | 131,977 | 892,601 | 647,523 | 1,540,124 | 693,367 | 815,438 | 1,508,805 | 644,202 | 110,898 | 755,100 | (785,024) | (51%) |
| Charges for Goods and Services | 4,162,254 | 5,704,729 | 6,689,119 | 7,355,474 | 14,044,593 | 6,570,616 | 7,232,449 | 13,803,065 | 7,963,649 | 8,370,193 | 16,333,842 | 2,289,249 | 16% |
| Fines and Forfeits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Miscellaneous Revenues | 28,896 | 25,813 | 0 | 0 | 0 | 15,735 | 0 | 15,735 | 0 | 0 | 0 | 0 | 0% |
| Investment Earnings | 35,957 | 55,049 | 14,451 | 77,348 | 91,799 | 93,392 | 77,348 | 170,740 | 16,208 | 49,234 | 65,442 | (26,357) | (29%) |
| **Total Revenue (excl. Use of Fund Bal.)** | **$4,308,638** | **$5,917,568** | **$7,596,171** | **$8,080,345** | **$15,676,516** | **$7,373,109** | **$8,125,235** | **$15,498,344** | **$8,624,059** | **$8,530,325** | **$17,154,384** | **$1,477,868** | **9%** |
| **Other Financing Sources** | | | | | | | | | | | | | |
| Proceeds from Capital Assets | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Contributions | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers In | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Financing Sources | 695,128 | 568,489 | 0 | 0 | 0 | 0 | 200,000 | 200,000 | 3,900,000 | 11,850,000 | 15,750,000 | 15,750,000 | 0% |
| **Total Other Financing Sources** | **$695,128** | **$568,489** | **$0** | **$0** | **$0** | **$0** | **$200,000** | **$200,000** | **$3,900,000** | **$11,850,000** | **$15,750,000** | **$15,750,000** | **0%** |
| **Total Revenue and Other Financing Sources** | **$5,003,766** | **$6,486,057** | **$7,596,171** | **$8,080,345** | **$15,676,516** | **$7,373,109** | **$8,325,235** | **$15,698,344** | **$12,524,059** | **$20,380,325** | **$32,904,384** | **$17,227,868** | **110%** |
| **Use of Funds** | | | | | | | | | | | | | |
| Salaries & Wages | $957,460 | $1,109,841 | $1,440,428 | $1,543,499 | $2,983,927 | $1,131,031 | $1,616,904 | $2,747,935 | $1,503,834 | $1,566,306 | $3,070,140 | $86,213 | 3% |
| Personnel Benefits | 391,827 | 458,438 | 593,131 | 598,750 | 1,191,881 | 485,554 | 603,883 | 1,089,437 | 658,406 | 672,299 | 1,330,705 | 138,824 | 12% |
| Supplies | 45,770 | 70,185 | 76,632 | 73,432 | 150,064 | 80,817 | 73,372 | 154,189 | 92,360 | 92,360 | 184,720 | 34,656 | 23% |
| Other Services & Charges | 2,114,098 | 1,643,046 | 4,889,268 | 3,215,101 | 8,104,369 | 2,318,678 | 3,872,606 | 6,191,284 | 3,270,452 | 3,825,064 | 7,095,516 | (1,008,853) | (12%) |
| Intergovernmental Services | 219,863 | 258,451 | 243,434 | 254,354 | 497,788 | 218,395 | 254,354 | 472,749 | 254,542 | 254,542 | 509,084 | 11,296 | 2% |
| Capital Outlays | 444,376 | 322,552 | 639,939 | 2,425,676 | 3,065,615 | 0 | 718,789 | 718,789 | 4,165,483 | 3,663,928 | 7,829,411 | 4,763,796 | 155% |
| Debt Services - Principal | 440,103 | 442,760 | 665,765 | 692,900 | 1,358,665 | 816,308 | 692,900 | 1,509,208 | 701,951 | 386,732 | 1,088,683 | (269,982) | (20%) |
| Debt Services - Interest | 58,147 | 87,721 | 248,037 | 219,271 | 467,308 | 56,013 | 219,271 | 275,284 | 168,240 | 155,350 | 323,590 | (143,718) | (31%) |
| Interfund Payments/Charges | 227,935 | 216,458 | 247,378 | 249,866 | 497,244 | 227,364 | 248,387 | 475,751 | 183,462 | 146,885 | 330,347 | (166,897) | (34%) |
| Contingency | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Expenditures** | **$4,899,579** | **$4,609,452** | **$9,044,012** | **$9,272,849** | **$18,316,861** | **$5,334,160** | **$8,300,466** | **$13,634,626** | **$10,998,730** | **$10,763,466** | **$21,762,196** | **$3,445,335** | **19%** |
| **Other Financing Uses** | | | | | | | | | | | | | |
| Transfers Out General Fund Overhead | 641,952 | 710,310 | 619,343 | 656,538 | 1,275,881 | 619,343 | 656,538 | 1,275,881 | 788,734 | 788,734 | 1,577,468 | 301,587 | 24% |
| Transfers Out General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out Debt Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers Out | 18,742 | 0 | 230,619 | 113,525 | 344,144 | 129,703 | 603,952 | 733,655 | 997,066 | 0 | 997,066 | 652,922 | 190% |
| **Total Other Financing Uses** | **$660,694** | **$710,310** | **$849,962** | **$770,063** | **$1,620,025** | **$749,046** | **$1,260,490** | **$2,009,536** | **$1,785,800** | **$788,734** | **$2,574,534** | **$954,509** | **59%** |
| **Total Expenditures** | **$5,560,273** | **$5,319,762** | **$9,893,974** | **$10,042,912** | **$19,936,886** | **$6,083,206** | **$9,560,956** | **$15,644,162** | **$12,784,530** | **$11,552,200** | **$24,336,730** | **$4,399,844** | **22%** |
| **Ending Fund Balance** | **$2,212,395** | **$3,378,690** | **$1,080,887** | **($881,680)** | **($881,680)** | **$4,668,593** | **$3,432,872** | **$3,432,872** | **$3,172,401** | **$12,000,526** | **$12,000,526** | **$12,882,206** | **(1461%)** |

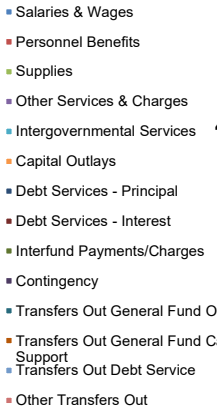
Additional information can be found in the Capital Improvement Plan section in this book. The 2018 Surface Water Master Plan identified several new capital projects as necessary to deliver the Proactive Management Strategy. These projects have been programmed in the Capital Improvement Plan.

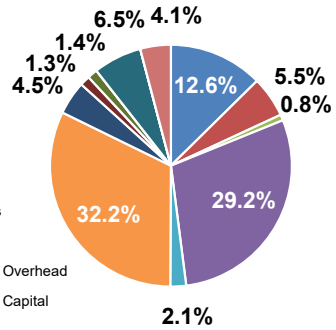
## 2021 - 2022 Funding Sources




## 2021 - 2022 Use of Funds



# *Wastewater Utility Fund (405) Summary*

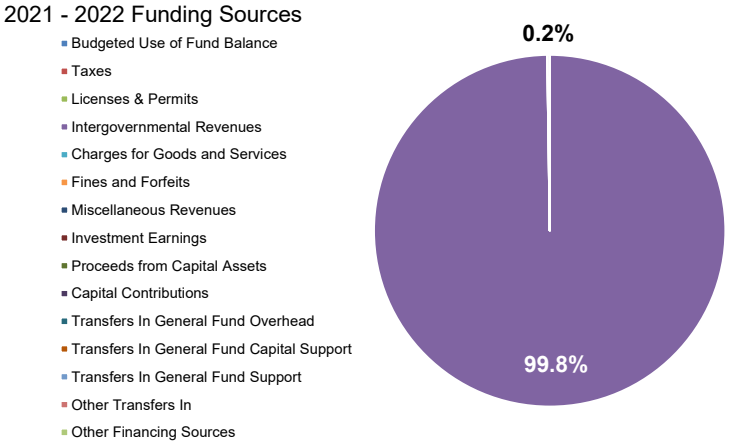
This fund is used to account for all operations related to operation of the Ronald Wastewater District (RWD). The City and Ronald Wastewater District entered into an interlocal agreement that provided for the City's assumption of the RWD by October 23, 2017. An interlocal Operating Service Agreement was entered into in 2017 where the RWD Board serves as the governing body of the Utility and retains 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 in 2017. RWD retains 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; Public Works

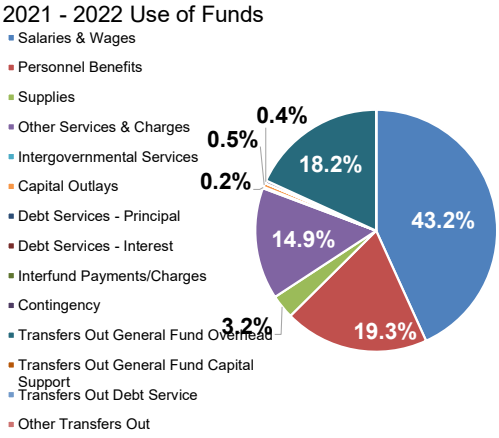
Program: Wastewater Finance Operations; Wastewater Operations Management; Wastewater Permitting

| | 2017 Actual | 2018 Actual | 2019 Current Budget | 2020 Current Budget | 2019-2020 as a Biennium Budget | 2019 Actual | 2020 Year-End Estimate | 2019-2020 Biennium Year-End Estimate | 2021 Budget | 2022 Budget | 2021 - 2022 Biennium Budget | 2021 - 2022 vs. 2019 - 2020 Biennium Budget | Percentage Change |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Beginning Fund Balance** | **$0** | **$35,695** | **($463,846)** | **($470,653)** | **($463,846)** | **($463,846)** | **($436,364)** | **($463,846)** | **($510,538)** | **($510,538)** | **($510,538)** | **($46,692)** | **10%** |
| **Resources** | | | | | | | | | | | | | |
| **Budgeted Use of Fund Balance** | **$0** | **$0** | **$6,807** | **$0** | **$6,807** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **($6,807)** | **(100%)** |
| Taxes | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | 0% |
| Licenses & Permits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Intergovernmental Revenues | 441,904 | 1,917,250 | 2,292,758 | 3,522,563 | 5,815,321 | 2,230,107 | 2,632,134 | 4,862,241 | 2,877,099 | 2,784,161 | 5,661,260 | (154,061) | (3%) |
| Charges for Goods and Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Fines and Forfeits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Miscellaneous Revenues | 5,646 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 12,000 | 0 | 12,000 | 12,000 | 0% |
| Investment Earnings | 463 | 5,622 | 0 | 0 | 0 | 5,337 | 0 | 5,337 | 0 | 0 | 0 | 0 | 0% |
| **Total Revenue (excl. Use of Fund Bal.)** | **$448,013** | **$1,922,872** | **$2,292,758** | **$3,522,563** | **$5,815,321** | **$2,235,444** | **$2,632,134** | **$4,867,578** | **$2,889,099** | **$2,784,161** | **$5,673,260** | **($142,061)** | **(2%)** |
| **Other Financing Sources** | | | | | | | | | | | | | |
| Proceeds from Capital Assets | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Contributions | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers In | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Financing Sources | 178,562 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Other Financing Sources** | **$178,562** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Total Revenue and Other Financing Sources** | **$626,575** | **$1,922,872** | **$2,292,758** | **$3,522,563** | **$5,815,321** | **$2,235,444** | **$2,632,134** | **$4,867,578** | **$2,889,099** | **$2,784,161** | **$5,673,260** | **($142,061)** | **(2%)** |
| **Use of Funds** | | | | | | | | | | | | | |
| Salaries & Wages | $305,980 | $1,010,901 | $1,109,612 | $1,151,865 | $2,261,477 | $1,097,761 | $1,197,842 | $2,295,603 | $1,230,695 | $1,221,097 | $2,451,792 | $190,315 | 8% |
| Personnel Benefits | 241,065 | 896,763 | 508,297 | 516,826 | 1,025,123 | 453,651 | 534,776 | 988,427 | 545,718 | 551,328 | 1,097,046 | 71,923 | 7% |
| Supplies | 10,396 | 84,263 | 100,076 | 112,151 | 212,227 | 116,551 | 104,158 | 220,709 | 91,997 | 91,997 | 183,994 | (28,233) | (13%) |
| Other Services & Charges | 32,766 | 349,562 | 349,568 | 348,993 | 698,561 | 294,461 | 364,378 | 658,839 | 458,417 | 387,467 | 845,884 | 147,323 | 21% |
| Intergovernmental Services | 673 | 2,764 | 5,800 | 5,800 | 11,600 | 2,732 | 5,800 | 8,532 | 6,200 | 6,200 | 12,400 | 800 | 7% |
| Capital Outlays | 0 | 22,320 | 0 | 887,574 | 887,574 | 26,595 | 0 | 26,595 | 30,000 | 0 | 30,000 | (857,574) | (97%) |
| Debt Services - Principal | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Debt Services - Interest | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Interfund Payments/Charges | 0 | 55,840 | 51,232 | 52,026 | 103,258 | 51,232 | 52,026 | 103,258 | 0 | 0 | 0 | (103,258) | (100%) |
| Contingency | 0 | 0 | 10,000 | 10,000 | 20,000 | 0 | 10,000 | 10,000 | 10,000 | 10,000 | 20,000 | 0 | 0% |
| **Total Expenditures** | **$590,880** | **$2,422,413** | **$2,134,585** | **$3,085,235** | **$5,219,820** | **$2,042,982** | **$2,268,980** | **$4,311,962** | **$2,373,027** | **$2,268,089** | **$4,641,116** | **($578,704)** | **(11%)** |
| **Other Financing Uses** | | | | | | | | | | | | | |
| Transfers Out General Fund Overhead | 0 | 0 | 164,980 | 437,328 | 602,308 | 164,980 | 437,328 | 602,308 | 516,072 | 516,072 | 1,032,144 | 429,836 | 71% |
| Transfers Out General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out Debt Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers Out | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Other Financing Uses** | **$0** | **$0** | **$164,980** | **$437,328** | **$602,308** | **$164,980** | **$437,328** | **$602,308** | **$516,072** | **$516,072** | **$1,032,144** | **$429,836** | **71%** |
| **Total Expenditures** | **$590,880** | **$2,422,413** | **$2,299,565** | **$3,522,563** | **$5,822,128** | **$2,207,962** | **$2,706,308** | **$4,914,270** | **$2,889,099** | **$2,784,161** | **$5,673,260** | **($148,868)** | **(3%)** |
| **Ending Fund Balance** | **$35,695** | **($463,846)** | **($470,653)** | **($470,653)** | **($470,653)** | **($436,364)** | **($510,538)** | **($510,538)** | **($510,538)** | **($510,538)** | **($510,538)** | **($39,885)** | **8%** |
| ***Expenditures & FTEs Program:*** | | | | | | | | | | | | | |
| *Wastewater Finance Operations* | *$301,594* | *$1,010,393* | *$744,321* | *$1,039,090* | *$1,783,411* | *$686,827* | *$1,057,522* | *$1,801,843* | *$1,129,596* | *$1,145,712* | *$2,275,308* | *$491,897* | *28%* |
| *Wastewater Operations Management* | *229,453* | *1,173,431* | *1,242,193* | *2,157,176* | *3,399,369* | *1,230,487* | *1,298,468* | *2,540,661* | *1,350,424* | *1,274,120* | *2,624,544* | *(774,825)* | *(23%)* |
| *Wastewater Permitting* | *59,833* | *238,589* | *313,051* | *326,297* | *639,348* | *290,648* | *350,318* | *663,369* | *409,079* | *364,329* | *773,408* | *134,060* | *21%* |
| *Wastewater Capital* | *0* | *0* | *0* | *0* | *0* | *0* | *0* | *0* | *0* | *0* | *0* | *0* | *0%* |
| ***Total Expenditures*** | ***$590,880*** | ***$2,422,413*** | ***$2,299,565*** | ***$3,522,563*** | ***$5,822,128*** | ***$2,207,962*** | ***$2,706,308*** | ***$5,005,873*** | ***$2,889,099*** | ***$2,784,161*** | ***$5,673,260*** | ***($148,868)*** | ***(3%)*** |

## 2021 - 2022 Funding Sources




## 2021 - 2022 Use of Funds



# *Vehicle Operations and Maintenance 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 maintenance of their vehicles along with projected fuel costs.

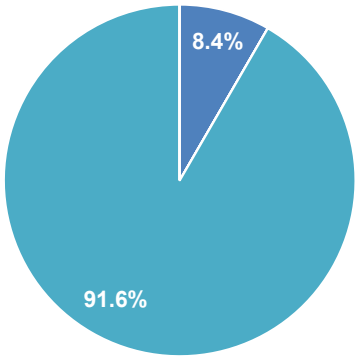
Department: Administrative Services
Program: Vehicle Operations & Maintenance

| | 2017 Actual | 2018 Actual | 2019 Current Budget | 2020 Current Budget | 2019-2020 as a Biennium Budget | 2019 Actual | 2020 Year-End Estimate | 2019-2020 Biennium Year-End Estimate | 2021 Budget | 2022 Budget | 2021 - 2022 Biennium Budget | 2021 - 2022 vs. 2019 - 2020 Biennium Budget | Percentage Change |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Beginning Fund Balance** | **$268,516** | **$292,623** | **$113,285** | **$93,285** | **$113,285** | **$113,285** | **$107,475** | **$113,285** | **$87,419** | **$67,419** | **$87,419** | **($25,866)** | **(23%)** |
| **Resources** | | | | | | | | | | | | | |
| **Budgeted Use of Fund Balance** | **$0** | **$0** | **$20,000** | **$20,000** | **$40,000** | **$0** | **$0** | **$0** | **$20,000** | **$20,000** | **$40,000** | **$0** | **0%** |
| Taxes | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | 0% |
| Licenses & Permits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Intergovernmental Revenues | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Charges for Goods and Services | 438,123 | 452,225 | 522,145 | 544,072 | 1,066,217 | 449,904 | 526,402 | 976,306 | 223,761 | 215,130 | 438,891 | (627,326) | (59%) |
| Fines and Forfeits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Miscellaneous Revenues | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Investment Earnings | 3,488 | 3,867 | 0 | 0 | 0 | 3,792 | 0 | 3,792 | 0 | 0 | 0 | 0 | 0% |
| **Total Revenue (excl. Use of Fund Bal.)** | **$441,611** | **$456,092** | **$522,145** | **$544,072** | **$1,066,217** | **$453,696** | **$526,402** | **$980,098** | **$223,761** | **$215,130** | **$438,891** | **($627,326)** | **(59%)** |
| **Other Financing Sources** | | | | | | | | | | | | | |
| Proceeds from Capital Assets | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Contributions | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers In | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Financing Sources | 8,711 | 1,143 | 0 | 0 | 0 | 10,207 | 0 | 10,207 | 0 | 0 | 0 | 0 | 0% |
| **Total Other Financing Sources** | **$8,711** | **$1,143** | **$0** | **$0** | **$0** | **$10,207** | **$0** | **$10,207** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Total Revenue and Other Financing Sources** | **$450,321** | **$457,235** | **$522,145** | **$544,072** | **$1,066,217** | **$463,903** | **$526,402** | **$990,305** | **$223,761** | **$215,130** | **$438,891** | **($627,326)** | **(59%)** |
| **Use of Funds** | | | | | | | | | | | | | |
| Salaries & Wages | $159,092 | $162,568 | $192,317 | $195,339 | $387,656 | $172,063 | $195,766 | $367,829 | $0 | $0 | $0 | ($387,656) | (100%) |
| Personnel Benefits | 68,567 | 70,493 | 82,092 | 83,327 | 165,419 | 75,481 | 83,751 | 159,232 | 0 | 0 | 0 | (165,419) | (100%) |
| Supplies | 79,994 | 88,236 | 86,703 | 86,703 | 173,406 | 120,845 | 63,401 | 184,246 | 83,000 | 83,000 | 166,000 | (7,406) | (4%) |
| Other Services & Charges | 118,422 | 66,620 | 161,033 | 178,703 | 339,736 | 101,157 | 203,540 | 304,697 | 140,761 | 132,130 | 272,891 | (66,845) | (20%) |
| Intergovernmental Services | 140 | 140 | 0 | 0 | 0 | 166 | 0 | 166 | 0 | 0 | 0 | 0 | 0% |
| Capital Outlays | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Debt Services - Principal | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Debt Services - Interest | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Interfund Payments/Charges | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Contingency | 0 | 0 | 20,000 | 20,000 | 40,000 | 0 | 0 | 0 | 20,000 | 20,000 | 40,000 | 0 | 0% |
| **Total Expenditures** | **$426,215** | **$388,057** | **$542,145** | **$564,072** | **$1,106,217** | **$469,713** | **$546,458** | **$1,016,171** | **$243,761** | **$235,130** | **$478,891** | **($627,326)** | **(57%)** |
| **Other Financing Uses** | | | | | | | | | | | | | |
| Transfers Out General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out Debt Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers Out | 0 | 248,516 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Other Financing Uses** | **$0** | **$248,516** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Total Expenditures** | **$426,215** | **$636,573** | **$542,145** | **$564,072** | **$1,106,217** | **$469,713** | **$546,458** | **$1,016,171** | **$243,761** | **$235,130** | **$478,891** | **($627,326)** | **(57%)** |
| **Ending Fund Balance** | **$292,623** | **$113,285** | **$93,285** | **$73,285** | **$73,285** | **$107,475** | **$87,419** | **$87,419** | **$67,419** | **$47,419** | **$47,419** | **($25,866)** | **(35%)** |

The 2018 budget included transfers of fund balance to the General, Street, Roads Capital and Surface Water Utility funds of that which the fund has no need. The City Manager set-aside the monies transferred to the General and Street funds in reserve for future improvements to a maintenance facility. In 2021-2022 no staff will be charged directly to this fud. Rather the costs will be included with overhead charges. This fund strives to maintain a minimum balance needed to fund a $40,000 contingency.

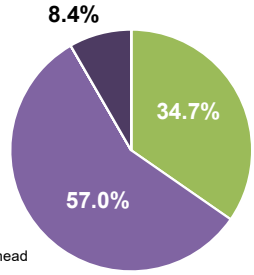
## 2021 - 2022 Funding Sources

- Budgeted Use of Fund Balance
- Taxes
- Licenses & Permits
- Intergovernmental Revenues
- Charges for Goods and Services
- Fines and Forfeits
- Miscellaneous Revenues
- Investment Earnings
- Proceeds from Capital Assets
- Capital Contributions
- Transfers In General Fund Overhead
- Transfers In General Fund Capital Support
- Transfers In General Fund Support
- Other Transfers In
- Other Financing Sources




## 2021 - 2022 Use of Funds

- Salaries & Wages
- Personnel Benefits
- Supplies
- Other Services & Charges
- Intergovernmental Services
- Capital Outlays
- Debt Services - Principal
- Debt Services - Interest
- Interfund Payments/Charges
- Contingency
- Transfers Out General Fund Overhead
- Transfers Out General Fund Capital Support
- Transfers Out Debt Service
- Other Transfers Out



# *Equipment Replacement Fund (503) Summary*

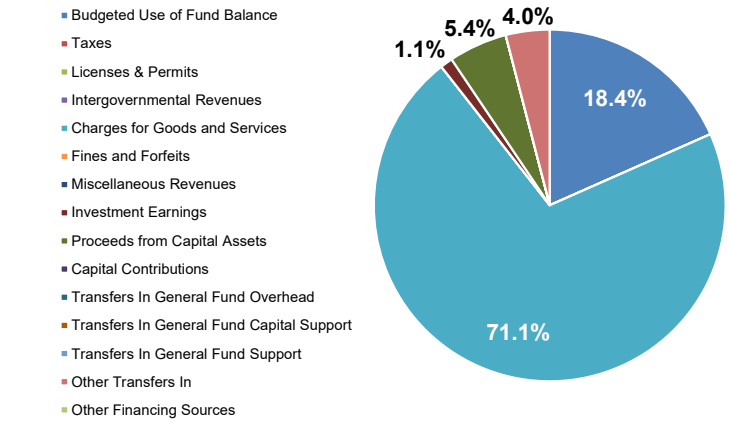
This fund is used only for the replacement of vehicles and other non-IT equipment. Based upon the vehicle replacement schedule, departments are assessed an annual charge to cover the anticipated replacement costs for their vehicles. Prior to 2014, this fund included the replacement of vehicles, computers, 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.

Department: Administrative Services
Program: Operational Equipment Replacement

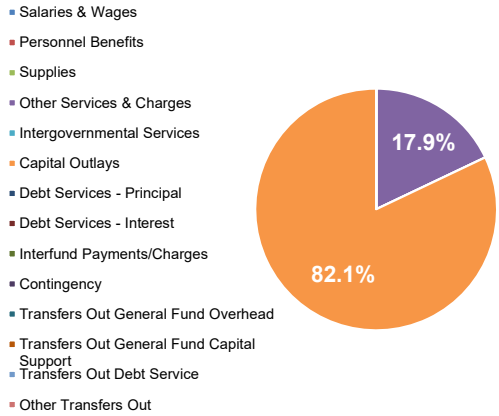
| | 2017 Actual | 2018 Actual | 2019 Current Budget | 2020 Current Budget | 2019-2020 as a Biennium Budget | 2019 Actual | 2020 Year-End Estimate | 2019-2020 Biennium Year-End Estimate | 2021 Budget | 2022 Budget | 2021 - 2022 Biennium Budget | 2021 - 2022 vs. 2019 - 2020 Biennium Budget | Percentage Change |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Beginning Fund Balance** | **$3,512,065** | **$3,703,663** | **$3,896,637** | **$4,275,270** | **$3,896,637** | **$3,896,637** | **$4,737,676** | **$3,896,637** | **$5,351,848** | **$5,571,782** | **$5,351,848** | **$1,455,210** | **37%** |
| **Resources** | | | | | | | | | | | | | |
| **Budgeted Use of Fund Balance** | **$0** | **$0** | **$17,418** | **$0** | **$17,418** | **$0** | **$0** | **$0** | **$261,420** | **$0** | **$261,420** | **$244,002** | **1401%** |
| Taxes | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | 0% |
| Licenses & Permits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Intergovernmental Revenues | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Charges for Goods and Services | 426,586 | 427,105 | 487,667 | 498,556 | 986,223 | 487,667 | 453,123 | 940,790 | 518,752 | 493,487 | 1,012,239 | 26,016 | 3% |
| Fines and Forfeits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Miscellaneous Revenues | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Investment Earnings | 19,365 | 39,000 | 8,000 | 8,000 | 16,000 | 63,308 | 8,000 | 71,308 | 8,000 | 8,000 | 16,000 | 0 | 0% |
| **Total Revenue (excl. Use of Fund Bal.)** | **$445,951** | **$466,105** | **$495,667** | **$506,556** | **$1,002,223** | **$550,975** | **$461,123** | **$1,012,098** | **$526,752** | **$501,487** | **$1,028,239** | **$26,016** | **3%** |
| **Other Financing Sources** | | | | | | | | | | | | | |
| Proceeds from Capital Assets | 0 | 0 | 4,500 | 9,250 | 13,750 | 0 | 9,250 | 9,250 | 77,000 | 0 | 77,000 | 63,250 | 460% |
| Capital Contributions | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Support | 14,465 | 42,655 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers In | 85,260 | 0 | 521,422 | 422,672 | 944,094 | 594,245 | 0 | 594,245 | 34,320 | 22,920 | 57,240 | (886,854) | (94%) |
| Other Financing Sources | 0 | 12,888 | 0 | 0 | 0 | 14,400 | 422,672 | 437,072 | 0 | 0 | 0 | 0 | 0% |
| **Total Other Financing Sources** | **$99,725** | **$55,543** | **$525,922** | **$431,922** | **$957,844** | **$608,645** | **$431,922** | **$1,040,567** | **$111,320** | **$22,920** | **$134,240** | **($823,604)** | **(86%)** |
| **Total Revenue and Other Financing Sources** | **$545,676** | **$521,648** | **$1,021,589** | **$938,478** | **$1,960,067** | **$1,159,620** | **$893,045** | **$2,052,665** | **$638,072** | **$524,407** | **$1,162,479** | **($797,588)** | **(41%)** |
| **Use of Funds** | | | | | | | | | | | | | |
| Salaries & Wages | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | 0% |
| Personnel Benefits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Supplies | 4,821 | 4,249 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Services & Charges | 28,559 | 43,529 | 43,398 | 43,398 | 86,796 | 38,264 | 43,398 | 81,662 | 43,398 | 43,398 | 86,796 | 0 | 0% |
| Intergovernmental Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Outlays | 320,699 | 280,895 | 599,558 | 658,147 | 1,257,705 | 280,318 | 235,475 | 515,793 | 374,740 | 22,920 | 397,660 | (860,045) | (68%) |
| Debt Services - Principal | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Debt Services - Interest | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Interfund Payments/Charges | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Contingency | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Expenditures** | **$354,078** | **$328,674** | **$642,956** | **$701,545** | **$1,344,501** | **$318,581** | **$278,873** | **$597,454** | **$418,138** | **$66,318** | **$484,456** | **($860,045)** | **(64%)** |
| **Other Financing Uses** | | | | | | | | | | | | | |
| Transfers Out General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out Debt Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers Out | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Other Financing Uses** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Total Expenditures** | **$354,078** | **$328,674** | **$642,956** | **$701,545** | **$1,344,501** | **$318,581** | **$278,873** | **$597,454** | **$418,138** | **$66,318** | **$484,456** | **($860,045)** | **(64%)** |
| **Ending Fund Balance** | **$3,703,663** | **$3,896,637** | **$4,275,270** | **$4,512,203** | **$4,512,203** | **$4,737,676** | **$5,351,848** | **$5,351,848** | **$5,571,782** | **$6,029,871** | **$6,029,871** | **$1,517,667** | **34%** |

Funds are being accumulated for the future replacement of the City's fleet.

## 2021 - 2022 Funding Sources




## 2021 - 2022 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.

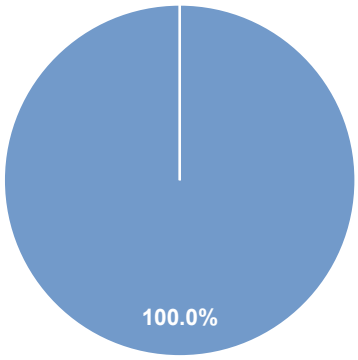
Department: Administrative Services
Program: Unemployment Administration

| | 2017 Actual | 2018 Actual | 2019 Current Budget | 2020 Current Budget | 2019-2020 as a Biennium Budget | 2019 Actual | 2020 Year-End Estimate | 2019-2020 Biennium Year-End Estimate | 2021 Budget | 2022 Budget | 2021 - 2022 Biennium Budget | 2021 - 2022 vs. 2019 - 2020 Biennium Budget | Percentage Change |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Beginning Fund Balance** | **$75,863** | **$72,595** | **$58,196** | **$40,696** | **$58,196** | **$58,196** | **$37,342** | **$58,196** | **($0)** | **($0)** | **($0)** | **($58,196)** | **(100%)** |
| **Resources** | | | | | | | | | | | | | |
| **Budgeted Use of Fund Balance** | **$0** | **$0** | **$17,500** | **$17,500** | **$35,000** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **($35,000)** | **(100%)** |
| Taxes | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | 0% |
| Licenses & Permits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Intergovernmental Revenues | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Charges for Goods and Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Fines and Forfeits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Miscellaneous Revenues | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Investment Earnings | 628 | 1,109 | 0 | 0 | 0 | 1,080 | 0 | 1,080 | 0 | 0 | 0 | 0 | 0% |
| **Total Revenue (excl. Use of Fund Bal.)** | **$628** | **$1,109** | **$0** | **$0** | **$0** | **$1,080** | **$0** | **$1,080** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Other Financing Sources** | | | | | | | | | | | | | |
| Proceeds from Capital Assets | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Capital Contributions | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Support | 0 | 0 | 0 | 0 | 0 | 0 | 227,650 | 227,650 | 17,500 | 17,500 | 35,000 | 35,000 | 0% |
| Other Transfers In | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Financing Sources | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Other Financing Sources** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$227,650** | **$227,650** | **$17,500** | **$17,500** | **$35,000** | **$35,000** | **0%** |
| **Total Revenue and Other Financing Sources** | **$628** | **$1,109** | **$0** | **$0** | **$0** | **$1,080** | **$227,650** | **$228,730** | **$17,500** | **$17,500** | **$35,000** | **$35,000** | **0%** |
| **Use of Funds** | | | | | | | | | | | | | |
| Salaries & Wages | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | 0% |
| Personnel Benefits | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Supplies | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Services & Charges | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Intergovernmental Services | 3,896 | 15,508 | 17,500 | 17,500 | 35,000 | 21,934 | 264,992 | 286,926 | 17,500 | 17,500 | 35,000 | 0 | 0% |
| Capital Outlays | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Debt Services - Principal | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Debt Services - Interest | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Interfund Payments/Charges | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Contingency | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Expenditures** | **$3,896** | **$15,508** | **$17,500** | **$17,500** | **$35,000** | **$21,934** | **$264,992** | **$286,926** | **$17,500** | **$17,500** | **$35,000** | **$0** | **0%** |
| **Other Financing Uses** | | | | | | | | | | | | | |
| Transfers Out General Fund Overhead | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out General Fund Capital Support | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers Out Debt Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Transfers Out | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total Other Financing Uses** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **0%** |
| **Total Expenditures** | **$3,896** | **$15,508** | **$17,500** | **$17,500** | **$35,000** | **$21,934** | **$264,992** | **$286,926** | **$17,500** | **$17,500** | **$35,000** | **$0** | **0%** |
| **Ending Fund Balance** | **$72,595** | **$58,196** | **$40,696** | **$23,196** | **$23,196** | **$37,342** | **($0)** | **($0)** | **($0)** | **($0)** | **($0)** | **($23,196)** | **(100%)** |

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.

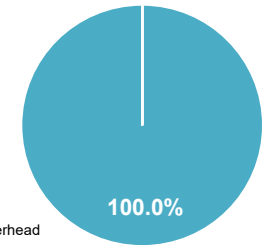
## 2021 - 2022 Funding Sources

- Budgeted Use of Fund Balance
- Taxes
- Licenses & Permits
- Intergovernmental Revenues
- Charges for Goods and Services
- Fines and Forfeits
- Miscellaneous Revenues
- Investment Earnings
- Proceeds from Capital Assets
- Capital Contributions
- Transfers In General Fund Overhead
- Transfers In General Fund Capital Support
- Transfers In General Fund Support
- Other Transfers In
- Other Financing Sources




## 2021 - 2022 Use of Funds

- Salaries & Wages
- Personnel Benefits
- Supplies
- Other Services & Charges
- Intergovernmental Services
- Capital Outlays
- Debt Services - Principal
- Debt Services - Interest
- Interfund Payments/Charges
- Contingency
- Transfers Out General Fund Overhead
- Transfers Out General Fund Capital Support
- Transfers Out Debt Service
- Other Transfers Out



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# CAPITAL IMPROVEMENT PLAN

CITY OF
SHORELINE

# CAPITAL IMPROVEMENT PLAN 2021-2026

# 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.

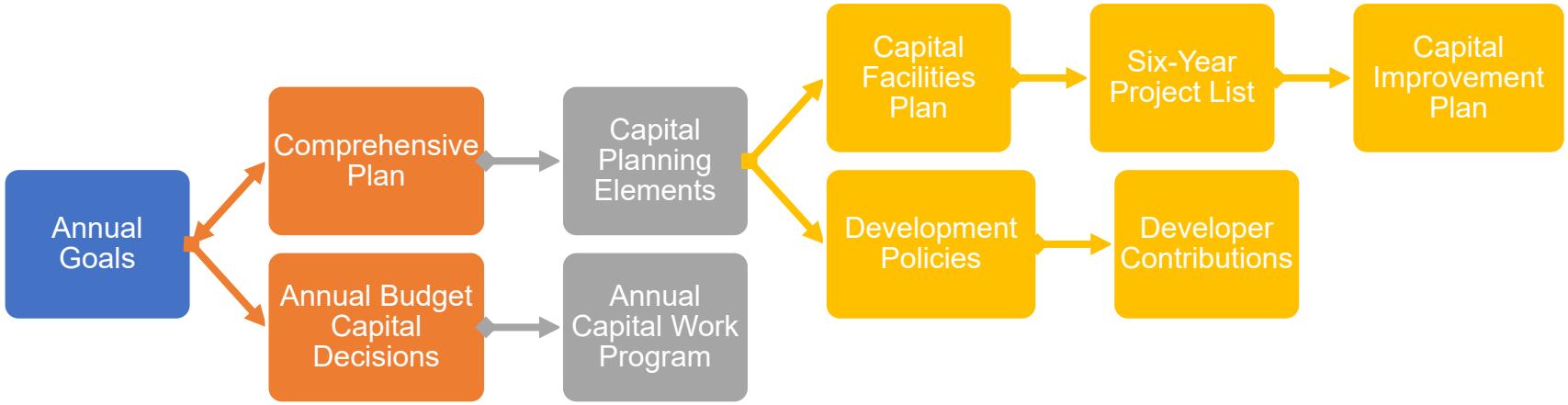
To comply with GMA, the City prepared a comprehensive Capital Facilities Plan (CFP). The CFP provides long range policy guidance for the development of capital improvements. The purpose of a CFP is to identify and coordinate those capital improvements deemed necessary to accommodate orderly growth, set 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.

## 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.

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# CIP SUMMARY

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# CAPITAL IMPROVEMENT PROGRAM SUMMARY

City of Shoreline 2019 - 2026 Capital Improvement Plan
PROGRAM SUMMARY

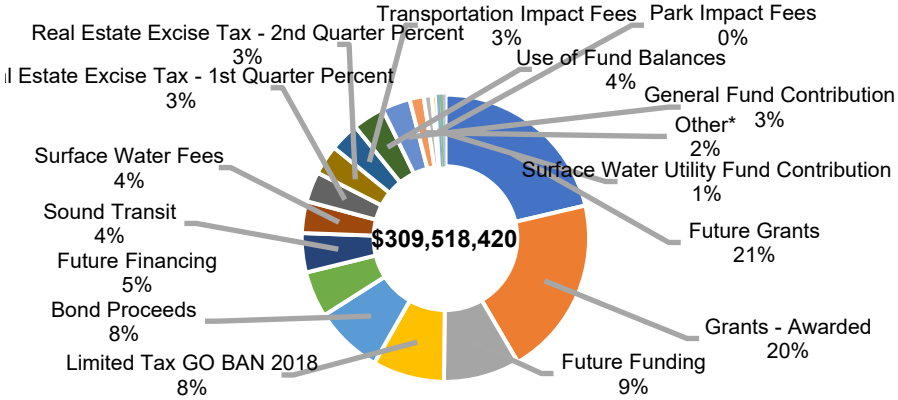
| | Current 2019-2020 | Estimate 2019-2020 | Proposed 2021 | Proposed 2022 | Proposed 2023 | Proposed 2024 | Proposed 2025 | Proposed 2026 | Total 2019-2026 |
|---|---|---|---|---|---|---|---|---|---|
| **EXPENDITURES** | | | | | | | | | |
| **Fund** | | | | | | | | | |
| ***Project Category*** | | | | | | | | | |
| **General Capital** | | | | | | | | | |
| ***Parks Maintenance Projects*** | | | | | | | | | |
| King County, Trails And Open Space Replacement Levy | $0 | $225,000 | $225,000 | $0 | $7,513 | $95,060 | $47,280 | $0 | $599,853 |
| Kruckeberg Env Ed Center (Residence Stabilization) | 265,000 | 0 | 0 | 265,000 | 0 | 0 | 0 | 0 | $265,000 |
| Park Ecological Restoration Program (Sai 8) | 80,000 | 220,735 | 264,206 | 301,303 | 247,487 | 159,940 | 207,720 | 255,000 | $1,656,391 |
| Parks Repair And Replacement | 533,582 | 533,583 | 275,000 | 275,000 | 275,000 | 275,000 | 275,000 | 275,000 | $2,183,583 |
| Playground Replacement | 1,000,000 | 1,000,000 | 500,000 | 0 | 0 | 0 | 400,000 | 400,000 | $2,300,000 |
| Turf & Lighting Repair And Replacement | 154,675 | 10,143 | 0 | 50,000 | 805,000 | 360,000 | 0 | 0 | $1,225,143 |
| Echo Lake Park Improvements | 195,793 | 191,511 | 0 | 0 | 0 | 0 | 0 | 0 | $191,511 |
| Boeing Creek Shoreview Park Trail Repair | 1,892,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | $0 |
| Parks Improvements-Sound Trans | 113,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | $0 |
| ***Facilities Projects*** | | | | | | | | | |
| City Maintenance Facility | 1,746,614 | 1,261,111 | 4,216,209 | 30,000 | 490,000 | 1,779,500 | 18,801,300 | 5,161,200 | $31,739,320 |
| Civic Center/City Hall | 190,000 | 32,168 | 157,832 | 0 | 0 | 0 | 0 | 0 | $190,000 |
| Police Station At City Hall | 135,919 | 74,061 | 0 | 0 | 0 | 0 | 0 | 0 | $74,061 |
| ***Parks Development Projects*** | | | | | | | | | |
| PROS Plan Acquisitions (SAI7) | 25,012,309 | 27,389,000 | 500,000 | 0 | 0 | 0 | 0 | 0 | $27,889,000 |
| Parks Facilities Recreation Amenities (SAI3) | 185,000 | 3,020 | 0 | 487,000 | 0 | 0 | 0 | 0 | $490,020 |
| Outdoor Multi-Use Sports Court | 75,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | $0 |
| Community & Aquatics Center | 16,800 | 122,932 | 0 | 0 | 0 | 0 | 0 | 0 | $122,932 |
| ***Non-Project Specific*** | | | | | | | | | |
| General Capital Engineering | 176,528 | 115,081 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | $475,081 |
| Pros Plan Update | 0 | 0 | 0 | 0 | 250,000 | 0 | 0 | 0 | $250,000 |
| Cost Allocation Charges | 62,956 | 62,956 | 15,268 | 15,268 | 30,000 | 30,000 | 30,000 | 30,000 | $213,492 |
| City Hall Debt Service Payment | 1,340,796 | 1,340,796 | 683,250 | 663,782 | 683,782 | 664,770 | 689,770 | 664,770 | $5,390,920 |
| **General Capital Fund Total** | **$33,175,972** | **$32,582,097** | **$6,896,765** | **$2,147,353** | **$2,848,782** | **$3,424,270** | **$20,511,070** | **$6,845,970** | **$75,256,307** |
| **City Facilities - Major Maintenance** | | | | | | | | | |
| ***General Facilities Projects*** | | | | | | | | | |
| City Hall Long-Term Maintenance | $47,086 | $47,086 | $108,400 | $40,000 | $100,000 | $100,000 | $226,618 | $0 | $622,104 |
| City Hall Garage Long-Term Maintenance | 0 | 0 | 0 | 24,192 | 0 | 0 | 0 | 0 | $24,192 |
| Duct Cleaning | 17,350 | 0 | 10,000 | 13,350 | 10,000 | 0 | 0 | 0 | $33,350 |
| ***Parks Facilities Projects*** | | | | | | | | | |
| Parks Restrooms Long-Term Maintenance | 30,000 | 29,119 | 0 | 0 | 0 | 0 | 0 | 0 | $29,119 |
| Shoreline Pool Long-Term Maintenance | 40,000 | 35,905 | 0 | 0 | 0 | 0 | 0 | 0 | $35,905 |
| Richmond Highlands Community Center Long-Term Maintenance | 565,000 | 45,000 | 490,000 | 23,284 | 0 | 0 | 0 | 0 | $558,284 |
| Spartan Recreation Center | 4,500 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | $0 |
| **City Facilities - Major Maintenance Fund Total** | **$703,936** | **$157,110** | **$608,400** | **$100,826** | **$110,000** | **$100,000** | **$226,618** | **$0** | **$1,302,954** |

| | Current 2019-2020 | Estimate 2019-2020 | Proposed 2021 | Proposed 2022 | Proposed 2023 | Proposed 2024 | Proposed 2025 | Proposed 2026 | Total 2019-2026 |
|---|---|---|---|---|---|---|---|---|---|
| **EXPENDITURES** | | | | | | | | | |
| **Fund** | | | | | | | | | |
| ***Project Category*** | | | | | | | | | |
| **Roads Capital Fund** | | | | | | | | | |
| ***Pedestrian / Non-Motorized Projects*** | | | | | | | | | |
| Sidewalk Rehabilitation Program | $1,757,534 | $377,547 | $400,000 | $314,000 | $0 | $0 | $0 | $0 | $1,091,547 |
| New Sidewalks Program | 4,245,000 | 213,154 | 1,200,000 | 3,500,000 | 2,800,000 | 4,000,000 | 4,500,000 | 4,500,000 | $20,713,154 |
| 147th/148th Non-Motorized Bridge | 2,083,838 | 1,626,127 | 3,326,348 | 3,925,165 | 0 | 0 | 16,926,523 | 0 | $25,804,163 |
| NSP 1st Ave Ne (N 192nd To N 195th) | 0 | 240,000 | 691,792 | 650,000 | 0 | 0 | 0 | 0 | $1,581,792 |
| 1st Ave Ne (N 145th To N 155th) | 2,540,000 | 1,000 | 300,000 | 399,000 | 1,300,000 | 0 | 0 | 0 | $2,000,000 |
| NSP 5th Ave Ne (N 175th To N 182nd) | 400,000 | 410,000 | 1,880,011 | 2,180,000 | 0 | 0 | 0 | 0 | $4,470,011 |
| Ridgecrest Safe Routes To School | 20,000 | 20,000 | 147,500 | 210,800 | 0 | 0 | 0 | 0 | $378,300 |
| N 195th St Bridge Connector | 50,000 | 50,000 | 437,500 | 12,500 | 0 | 0 | 0 | 0 | $500,000 |
| Trail Along The Rail | 329,117 | 1,500 | 327,618 | 0 | 0 | 0 | 0 | 0 | $329,118 |
| WTSC School Zone Flashers | 125,878 | 206,413 | 0 | 0 | 0 | 0 | 0 | 0 | $206,413 |
| Complete Streets- Ped/Bike Gaps | 5,000 | 3,100 | 0 | 0 | 0 | 0 | 0 | 0 | $3,100 |
| Echo Lake Safe Routes To School | 0 | 1,335 | 0 | 0 | 0 | 0 | 0 | 0 | $1,335 |
| ***System Preservation Projects*** | | | | | | | | | |
| Annual Road Surface Maintenance Program | 4,920,925 | 4,061,102 | 650,000 | 1,350,000 | 530,000 | 530,000 | 530,000 | 530,000 | $8,181,102 |
| Traffic Signal Rehabilitation Program | 321,638 | 318,606 | 140,711 | 147,747 | 152,180 | 156,745 | 156,745 | 156,745 | $1,229,479 |
| Curb Ramp, Gutter And Sidewalk Maintenance Program | 13,670 | 28,986 | 0 | 0 | 0 | 0 | 0 | 0 | $28,986 |
| ***Safety / Operations Projects*** | | | | | | | | | |
| 145th Corridor - 99th To I5 | 8,761,800 | 5,705,355 | 7,513,071 | 12,925,303 | 10,138,108 | 9,742,555 | 9,568,555 | 8,022,243 | $63,615,190 |
| 145th and I5 Interchange | 1,700,000 | 1,700,000 | 4,161,905 | 638,095 | 18,500,000 | 0 | 0 | 0 | $25,000,000 |
| 160th and Greenwood/Innis Arden Intersection | 101,548 | 131,939 | 0 | 100,000 | 270,000 | 1,710,000 | 0 | 0 | $2,211,939 |
| N 175th St - Stone Ave N to I5 | 3,639,193 | 1,692,718 | 1,475,000 | 1,475,000 | 4,040,000 | 40,000 | 9,040,000 | 4,040,000 | $21,802,718 |
| Meridian Ave Safe Impr | 50,000 | 181,254 | 558,200 | 501,800 | 0 | 0 | 0 | 0 | $1,241,254 |
| Westminster And 155th Improvements | 5,259,284 | 4,288,785 | 11,311 | 0 | 0 | 0 | 0 | 0 | $4,300,096 |
| Traffic Safety Improvements | 391,387 | 339,226 | 175,355 | 184,123 | 193,330 | 199,130 | 199,130 | 199,130 | $1,489,424 |
| Richmond Beach Mdblk Xing/Rect | 217,700 | 217,830 | 1,166,600 | 20,264 | 0 | 0 | 0 | 0 | $1,404,694 |
| Driveway Relocation Richmond Beach Rd | 60,000 | 85,000 | 0 | 0 | 0 | 0 | 0 | 0 | $85,000 |
| 185th Corridor Study | 390,691 | 359,765 | 0 | 0 | 0 | 0 | 0 | 0 | $359,765 |
| Meridian Ave N & N 155Th St Signal Improv | 481,085 | 952,374 | 0 | 0 | 0 | 0 | 0 | 0 | $952,374 |
| ***Non-Project Specific*** | | | | | | | | | |
| General Fund Cost Allocation Overhead Charge | 297,017 | 297,017 | 107,997 | 107,997 | 50,000 | 50,000 | 50,000 | 50,000 | $713,011 |
| Transportation Master Plan Update | 474,374 | 175,555 | 351,500 | 266,500 | 198,500 | 0 | 0 | 0 | $992,055 |
| Roads Capital Engineering | 871,027 | 1,062,833 | 539,617 | 642,037 | 642,037 | 661,298 | 681,137 | 683,180 | $4,912,139 |
| **Roads Capital Fund Total** | **$39,507,706** | **$24,748,521** | **$25,562,036** | **$29,550,331** | **$38,814,155** | **$17,089,728** | **$41,652,090** | **$18,181,298** | **$195,598,159** |

| | Current 2019-2020 | Estimate 2019-2020 | Proposed 2021 | Proposed 2022 | Proposed 2023 | Proposed 2024 | Proposed 2025 | Proposed 2026 | Total 2019-2026 |
|---|---|---|---|---|---|---|---|---|---|
| **EXPENDITURES** | | | | | | | | | |
| **Fund** | | | | | | | | | |
| ***Project Category*** | | | | | | | | | |
| **Surface Water Capital** | | | | | | | | | |
| ***Capacity*** | | | | | | | | | |
| 10th Ave NE Drainage Improvements | $539,895 | $410,671 | $12,500 | $5,000 | $1,430,000 | $0 | $0 | $0 | $1,858,171 |
| 25th Ave NE Ditch Improv Between NE 177th And 178th Street | 0 | 0 | 158,697 | 0 | 0 | 0 | 0 | 0 | $158,697 |
| 25th Ave. NE Flood Reduction Improvements | 633,831 | 466,339 | 56,275 | 0 | 0 | 0 | 0 | 0 | $522,614 |
| Heron Creek Culvert Crossing At Springdale Ct NW | 0 | 0 | 0 | 446,900 | 460,307 | 1,703,990 | 958,311 | 0 | $3,569,508 |
| NE 148th Infiltration Facilities | 448,904 | 74,747 | 457,500 | 10,000 | 0 | 0 | 0 | 0 | $542,247 |
| NW 195th Place And Richmond Beach Drive Flooding | 0 | 0 | 0 | 432,989 | 445,978 | 0 | 0 | 0 | $878,967 |
| ***Repair and Replacement*** | | | | | | | | | |
| Hidden Lake Dam Removal | 1,979,204 | 1,051,792 | 242,548 | 2,252,452 | 50,000 | 1,925,000 | 1,925,000 | 0 | $7,446,792 |
| Pump Station 26 Improvements | 334,180 | 460,291 | 2,326,000 | 2,233 | 0 | 0 | 0 | 0 | $2,788,524 |
| Pump Station 30 Upgrades | 91,258 | 10,328 | 0 | 292,000 | 1,825,000 | 0 | 0 | 0 | $2,127,328 |
| Pump Station Miscellaneous Improvements | 786,357 | 40,915 | 0 | 76,000 | 393,000 | 0 | 0 | 0 | $509,915 |
| Stormwater Pipe Replacement Program | 805,230 | 784,583 | 925,351 | 1,078,451 | 1,459,774 | 500,000 | 50,000 | 1,500,000 | $6,298,159 |
| Surface Water Small Projects | 646,088 | 438,302 | 1,067,352 | 391,907 | 630,459 | 772,898 | 50,000 | 650,000 | $4,000,918 |
| Westminster Way N Pipe Replacement | 0 | 500,000 | 0 | 0 | 0 | 0 | 0 | 0 | $500,000 |
| ***Other*** | | | | | | | | | |
| Boeing Creek Regional Stormwater Facility Study | 60,704 | 21,495 | 0 | 0 | 0 | 0 | 0 | 0 | $21,495 |
| Storm Creek Erosion Management Study | 77,128 | 77,128 | 0 | 0 | 0 | 0 | 0 | 0 | $77,128 |
| Climate Impacts And Resiliency Study | 84,872 | 84,872 | 0 | 0 | 0 | 0 | 0 | 0 | $84,872 |
| System Capacity Modeling Study | 318,270 | 418,270 | 0 | 0 | 0 | 0 | 0 | 0 | $418,270 |
| ***Non-Project Specific*** | | | | | | | | | |
| Surface Water Master Plan | 0 | 0 | 0 | 289,819 | 298,513 | 0 | 0 | 0 | $588,332 |
| General Fund Cost Allocation Overhead Charge | 395,015 | 395,015 | 209,357 | 209,357 | 238,762 | 245,925 | 245,925 | 245,925 | $1,790,266 |
| Transfers Out | 242,571 | 212,893 | 997,066 | 0 | 20,000 | 0 | 0 | 0 | $1,229,959 |
| Surface Water Capital Engineering | 421,617 | 378,149 | 223,270 | 248,770 | 258,721 | 269,070 | 279,832 | 291,026 | $1,948,838 |
| **Surface Water Capital Fund Total** | **$7,865,124** | **$5,825,790** | **$6,675,916** | **$5,735,878** | **$7,510,514** | **$5,416,883** | **$3,509,068** | **$2,686,951** | **$37,361,000** |
| **TOTAL EXPENDITURES** | **$81,252,738** | **$63,313,518** | **$39,743,117** | **$37,534,388** | **$49,283,451** | **$26,030,880** | **$65,898,846** | **$27,714,219** | **$309,518,420** |

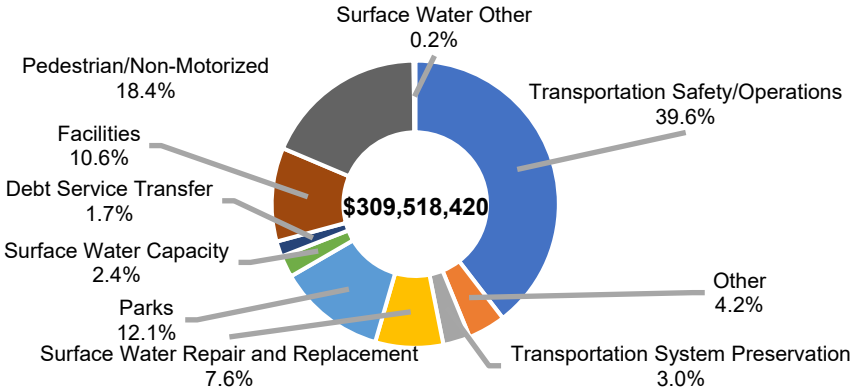
| | Current 2019-2020 | Estimate 2019-2020 | Proposed 2021 | Proposed 2022 | Proposed 2023 | Proposed 2024 | Proposed 2025 | Proposed 2026 | Total 2019-2026 |
|---|---|---|---|---|---|---|---|---|---|
| **RESOURCES** | | | | | | | | | |
| General Fund Contribution | $5,473,413 | $4,362,352 | $3,545,384 | $498,496 | $649,869 | $287,251 | $291,439 | $295,753 | $9,930,544 |
| Surface Water Utility Fund Contribution | 242,571 | 712,893 | 997,066 | 0 | 20,000 | 0 | 0 | 0 | $1,729,959 |
| Transportation Benefit District | 1,452,500 | 2,240,554 | 323,741 | 237,741 | 0 | 0 | 0 | 0 | $2,802,036 |
| Transportation Benefit District (*) | 511,616 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | $0 |
| Transportation Impact Fees | 486,000 | 227,391 | 199,125 | 668,576 | 4,040,000 | 40,000 | 4,040,000 | 1,040,000 | $10,255,092 |
| Park Impact Fees | 175,000 | 300,000 | 750,000 | 0 | 0 | 0 | 0 | 0 | $1,050,000 |
| Bond Proceeds for New Sidewalks | 4,245,000 | 453,154 | 2,181,803 | 5,530,000 | 2,800,000 | 4,000,000 | 4,500,000 | 4,500,000 | $23,964,957 |
| Real Estate Excise Tax - 1st Quarter Percent | 2,333,072 | 2,974,416 | 1,080,213 | 1,109,160 | 1,122,904 | 1,277,450 | 1,405,001 | 1,533,825 | $10,502,969 |
| Real Estate Excise Tax - 2nd Quarter Percent | 2,333,072 | 2,748,433 | 1,080,213 | 1,109,160 | 1,122,904 | 1,277,450 | 1,405,001 | 1,533,825 | $10,276,986 |
| Limited Tax GO BAN 2018 | 25,000,000 | 25,000,000 | 0 | 0 | 0 | 0 | 0 | 0 | $25,000,000 |
| Soccer Field Rental Contribution | 260,000 | 260,000 | 130,000 | 130,000 | 130,000 | 130,000 | 130,000 | 130,000 | $1,040,000 |
| Cable - Education/ Govt. Grant | 0 | 20,775 | 0 | 0 | 0 | 0 | 0 | 0 | $20,775 |
| Insurance Restitution | 33,464 | 15,500 | 0 | 0 | 0 | 0 | 0 | 0 | $15,500 |
| Surface Water Fees | 3,240,327 | 2,293,706 | 2,729,957 | (10,007,617) | 5,970,284 | 3,172,419 | 3,215,039 | 3,687,451 | $11,061,239 |
| Investment Interest Income | 187,384 | 211,130 | 27,515 | 122,840 | 274,960 | 156,806 | 101,173 | 81,778 | $976,202 |
| Sound Transit | 0 | 0 | 989,491 | 2,710,509 | 10,000,000 | 0 | 0 | 0 | $13,700,000 |
| King County Flood Zone District Opportunity Fund | 221,796 | 221,796 | 110,898 | 110,898 | 110,898 | 110,898 | 110,898 | 110,898 | $887,184 |
| KC - 4Culture Dev.Auth. | 20,000 | 20,000 | 0 | 0 | 0 | 0 | 0 | 0 | $20,000 |
| Conservation Futures Tax Grant | 0 | 2,089,000 | 0 | 0 | 0 | 0 | 0 | 0 | $2,089,000 |
| Grants - Awarded | 17,957,102 | 16,085,338 | 18,550,682 | 9,563,758 | 9,796,411 | 204,000 | 30,000 | 30,000 | $54,260,189 |
| Future Grants | 5,660,000 | 0 | 0 | 6,481,975 | 10,051,448 | 9,568,555 | 29,371,734 | 10,622,243 | $66,095,955 |
| Future Financing | 0 | 200,000 | 3,900,000 | 11,850,000 | 0 | 0 | 0 | 0 | $15,950,000 |
| Future Funding | 1,907,000 | 0 | 490,000 | 265,000 | 103,316 | 1,779,500 | 18,801,300 | 5,161,200 | $26,600,316 |
| King County Voter Approved Trail Funding | 120,000 | 359,259 | 1,637,000 | 1,439,656 | 225,000 | 225,000 | 2,348,344 | 0 | $6,234,259 |
| Private Donations | 2,120,000 | 487,000 | 1,354,000 | 100,000 | 270,000 | 1,710,000 | 0 | 0 | $3,921,000 |
| Use / (Gain) of Accumulated Fund Balance | 7,273,421 | 2,030,821 | (333,971) | 5,614,236 | 2,595,457 | 2,091,551 | 148,918 | (1,012,754) | $11,134,257 |
| **TOTAL RESOURCES** | **$81,252,738** | **$63,313,518** | **$39,743,117** | **$37,534,388** | **$49,283,451** | **$26,030,880** | **$65,898,846** | **$27,714,219** | **$309,518,420** |

## Capital Resources by Category




*Other includes Non-Project Specific and the General Fund Overhead Charge

## Capital Projects by Category



# 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.

# GENERAL CAPITAL FUND

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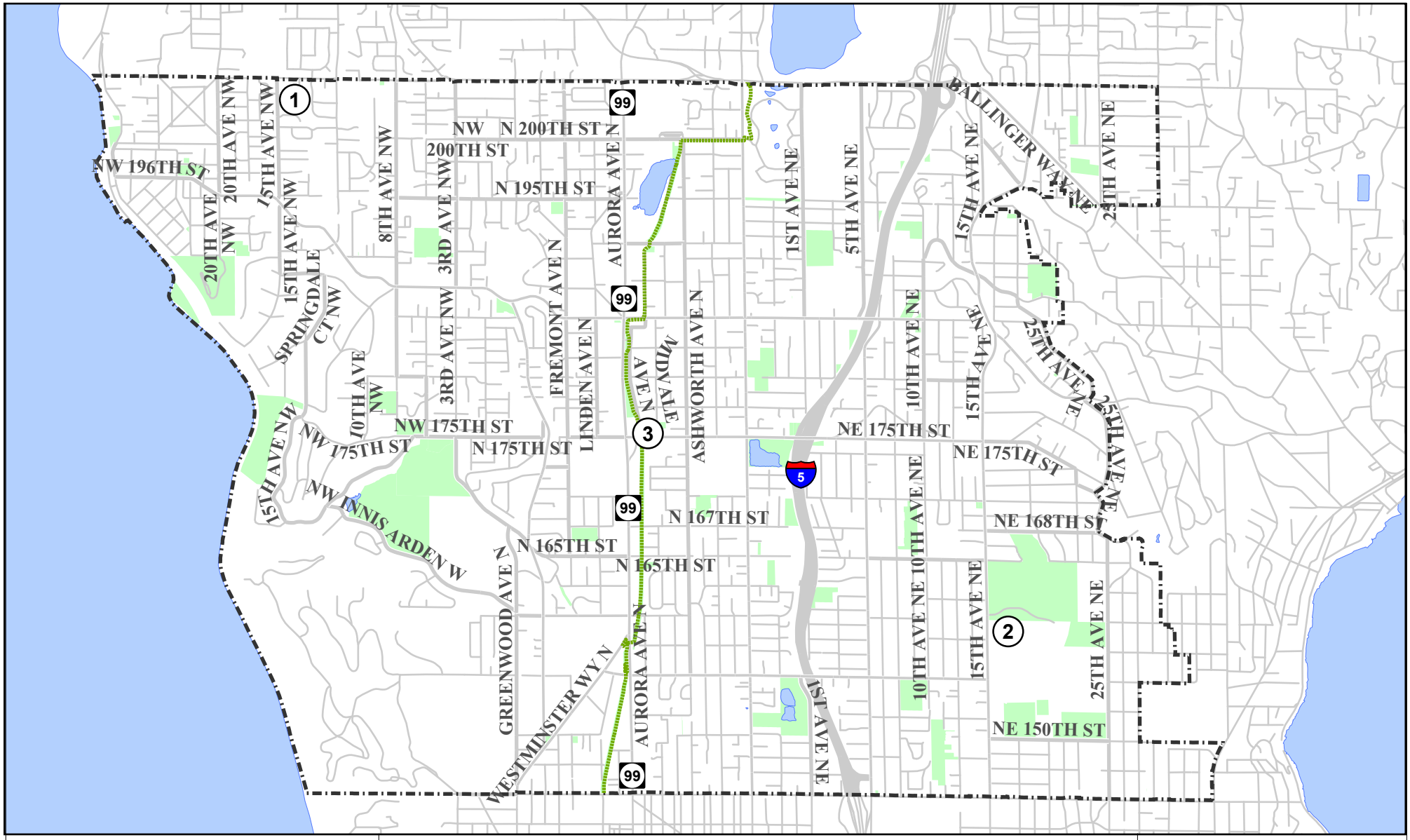
# GENERAL CAPITAL FUND SUMMARY




# City of Shoreline

2019-2026
Capital Improvement Plan
General Capital Projects

Geographic Information System

0 500 1,000 2,000 3,000 4,000 Feet

Date: 10/1/2020 | Request# 27130

City Project (point)
Interurban Trail
Park

1. Kruckeberg Env Ed Center (Residence Stabilization)
2. City Maintenance Facility
3. Civic Center/City Hall

**CITYWIDE IMPROVEMENTS**

King County Trails And Open Space Replacement Levy
Parks Repair and Replacement

**City of Shoreline 2019 - 2026 Capital Improvement Plan**
**Program Summary**
**General Capital Fund**

| | PRIOR-YRS | 2019CB | 2019E | 2020CB | 2020E | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **PROJECT EXPENDITURES** | | | | | | | | | | | | | | | |
| ***PARKS MAINTENANCE PROJECTS*** | | | | | | | | | | | | | | | |
| KING COUNTY, TRAILS AND OPEN SPACE REPLACEMENT LEVY | 71,099 | - | - | - | 225,000 | - | 225,000 | 225,000 | - | 7,513 | 95,060 | 47,280 | - | 599,853 | 670,952 |
| KRUCKEBERG ENV ED CENTER (RESIDENCE STABILIZATION) | - | - | - | 265,000 | - | 265,000 | - | - | 265,000 | - | - | - | - | 265,000 | 265,000 |
| PARK ECOLOGICAL RESTORATION PROGRAM (SAI 8) | 157,152 | 80,000 | 103,239 | - | 117,496 | 80,000 | 220,735 | 264,206 | 301,303 | 247,487 | 159,940 | 207,720 | 255,000 | 1,656,391 | 1,813,543 |
| PARKS REPAIR AND REPLACEMENT | 2,800,112 | 270,528 | 156,971 | 263,054 | 376,612 | 533,582 | 533,583 | 275,000 | 275,000 | 275,000 | 275,000 | 275,000 | 275,000 | 2,183,583 | 4,983,695 |
| PLAYGROUND REPLACEMENT | - | 500,000 | 597,493 | 500,000 | 402,507 | 1,000,000 | 1,000,000 | 500,000 | - | - | - | 400,000 | 400,000 | 2,300,000 | 2,300,000 |
| TURF & LIGHTING REPAIR AND REPLACEMENT | 2,880,498 | 154,675 | 9,563 | - | 580 | 154,675 | 10,143 | - | 50,000 | 805,000 | 360,000 | - | - | 1,225,143 | 4,105,641 |
| ***FACILITIES PROJECTS*** | | | | | | | | | | | | | | | |
| CITY MAINTENANCE FACILITY | 3,469,294 | 998,114 | 522,972 | 748,500 | 738,139 | 1,746,614 | 1,261,111 | 4,216,209 | 30,000 | 490,000 | 1,779,500 | 18,801,300 | 5,161,200 | 31,739,320 | 35,208,614 |
| CIVIC CENTER/CITY HALL | 38,784,333 | - | - | 190,000 | 32,168 | 190,000 | 32,168 | 157,832 | - | - | - | - | - | 190,000 | 38,974,333 |
| ***PARKS DEVELOPMENT PROJECTS*** | | | | | | | | | | | | | | | |
| PARKS FACILITIES RECREATION AMENITIES (SAI3) | 179,093 | 185,000 | 3,020 | - | - | 185,000 | 3,020 | - | 487,000 | - | - | - | - | 490,020 | 669,113 |
| PROS PLAN ACQUISITIONS (SAI7) | 7,691 | 24,812,309 | 26,965 | 200,000 | 27,362,035 | 25,012,309 | 27,389,000 | 500,000 | - | - | - | - | - | 27,889,000 | 27,896,691 |
| ***PROJECTS TO BE COMPLETED IN CURRENT YEAR (2019-2020)*** | | | | | | | | | | | | | | | |
| BOEING CREEK SHOREVIEW PARK TRAIL REPAIR | - | 250,000 | - | 1,642,000 | - | 1,892,000 | - | - | - | - | - | - | - | - | - |
| COMMUNITY & AQUATICS CENTER | 258,200 | 16,800 | 122,932 | - | - | 16,800 | 122,932 | - | - | - | - | - | - | 122,932 | 381,132 |
| ECHO LAKE PARK IMPROVEMENTS | 478,042 | 195,793 | 116,384 | - | 75,127 | 195,793 | 191,511 | - | - | - | - | - | - | 191,511 | 669,553 |
| OUTDOOR MULTI-USE SPORTS COURT | - | - | - | 75,000 | - | 75,000 | - | - | - | - | - | - | - | - | - |
| PARKS IMPROVEMENTS-SOUND TRANS | - | 113,000 | - | - | - | 113,000 | - | - | - | - | - | - | - | - | - |
| POLICE STATION AT CITY HALL | 8,868,400 | 135,919 | 55,061 | - | 19,000 | 135,919 | 74,061 | - | - | - | - | - | - | 74,061 | 8,942,461 |
| ***NON-PROJECT SPECIFIC*** | | | | | | | | | | | | | | | |
| GENERAL CAPITAL ENGINEERING | 1,830,438 | 81,356 | 38,909 | 95,172 | 76,172 | 176,528 | 115,081 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 475,081 | 2,305,519 |
| PROS PLAN UPDATE | - | - | - | - | - | - | - | - | - | 250,000 | - | - | - | 250,000 | 250,000 |
| COST ALLOCATION CHARGES | | 38,654 | 38,654 | 24,302 | 24,302 | 62,956 | 62,956 | 15,268 | 15,268 | 30,000 | 30,000 | 30,000 | 30,000 | 213,492 | 213,492 |
| CITY HALL DEBT SERVICE PAYMENT | | 677,546 | 677,546 | 663,250 | 663,250 | 1,340,796 | 1,340,796 | 683,250 | 663,782 | 683,782 | 664,770 | 689,770 | 664,770 | 5,390,920 | 5,390,920 |
| **TOTAL EXPENDITURES** | **59,784,352** | **28,509,694** | **2,469,709** | **4,666,278** | **30,112,388** | **33,175,972** | **32,582,097** | **6,896,765** | **2,147,353** | **2,848,782** | **3,424,270** | **20,511,070** | **6,845,970** | **75,256,307** | **135,040,659** |
| **REVENUES** | | | | | | | | | | | | | | | |
| REAL ESTATE EXCISE TAX | | 1,164,953 | 1,583,864 | 1,168,119 | 1,390,552 | 2,333,072 | 2,974,416 | 1,080,213 | 1,109,160 | 1,122,904 | 1,277,450 | 1,405,001 | 1,533,825 | 10,502,969 | |
| SOCCER FIELD RENTAL CONTRIBUTION | | 130,000 | 130,000 | 130,000 | 130,000 | 260,000 | 260,000 | 130,000 | 130,000 | 130,000 | 130,000 | 130,000 | 130,000 | 1,040,000 | |
| INVESTMENT INTEREST | | 6,710 | 29,882 | 2,167 | 2,167 | 8,877 | 32,049 | 2,670 | 15,395 | 15,525 | 635 | 2,102 | 2,151 | 70,526 | |
| CABLE - EDUCATION/ GOVT. GRANT | | - | 20,775 | - | - | - | 20,775 | - | - | - | - | - | - | 20,775 | |
| FUTURE FUNDING | | - | - | 1,907,000 | - | 1,907,000 | - | 490,000 | 265,000 | 103,316 | 1,779,500 | 18,801,300 | 5,161,200 | 26,600,316 | |
| LIMITED TAX GO BAN 2018 | | 24,800,000 | - | 200,000 | 25,000,000 | 25,000,000 | 25,000,000 | - | - | - | - | - | - | 25,000,000 | |
| GENERAL FUND CONTRIBUTION | | 1,060,934 | 593,911 | 2,702,378 | 2,391,298 | 3,763,312 | 2,985,209 | 2,936,975 | 193,000 | 416,684 | 50,000 | 50,000 | 50,000 | 6,681,868 | |
| SURFACE WATER UTILITY FUND CONTRIBUTION | | 138,619 | 47,760 | 103,952 | 165,133 | 242,571 | 212,893 | 997,066 | - | 20,000 | - | - | - | 1,229,959 | |
| PARK IMPACT FEES | | 125,000 | - | 50,000 | 300,000 | 175,000 | 300,000 | 750,000 | - | - | - | - | - | 1,050,000 | |
| KC - 4CULTURE DEV. AUTH. | | 20,000 | 20,000 | - | - | 20,000 | 20,000 | - | - | - | - | - | - | 20,000 | |
| KC TRAIL LEVY FUNDING RENEWAL | | 120,000 | 134,259 | - | 225,000 | 120,000 | 359,259 | 225,000 | 225,000 | 225,000 | 225,000 | 225,000 | - | 1,484,259 | |
| KING CONSERVATION DISTRICT GRANT | | 45,000 | 62,809 | - | - | 45,000 | 62,809 | 50,000 | 50,000 | 30,000 | 30,000 | 30,000 | 30,000 | 282,809 | |
| INSURANCE RESTITUTION | | 33,464 | 15,500 | - | - | 33,464 | 15,500 | - | - | - | - | - | - | 15,500 | |
| CONSERVATION FUTURES TAX GRANT | | - | - | - | 2,089,000 | - | 2,089,000 | - | - | - | - | - | - | 2,089,000 | |
| YOUTH & AMATEUR SPORTS GRANT | | - | - | 25,000 | - | 25,000 | - | 25,000 | - | - | - | - | - | 25,000 | |
| DEPARTMENT OF COMMERCE | | - | - | - | - | - | - | - | - | - | - | - | - | - | |
| **TOTAL REVENUES** | | **27,644,680** | **2,638,760** | **6,288,616** | **31,693,150** | **33,933,296** | **34,331,910** | **6,686,924** | **1,987,555** | **2,063,429** | **3,492,585** | **20,643,403** | **6,907,176** | **76,112,981** | |
| **BEGINNING FUND BALANCE** | | | **1,157,568** | | **1,424,777** | **1,157,568** | **1,157,568** | **1,186,750** | **976,909** | **817,111** | **31,758** | **100,073** | **102,406** | **1,157,568** | |
| TOTAL REVENUES | | | 2,638,760 | | 31,693,150 | 33,933,296 | 34,331,910 | 6,686,924 | 1,987,555 | 2,063,429 | 3,492,585 | 20,643,403 | 6,907,176 | 76,112,981 | |
| RESTRICTED AMOUNT FOR TURF REPLACEMENT | | | | | | | | | | | | 130,000 | 130,000 | 260,000 | |
| RESTRICTED AMOUNT FOR COMMUNITY & AQUATIC CENTER | | | - | | - | | - | - | - | - | - | - | - | - | |
| TOTAL EXPENDITURES | | | 2,469,709 | | 30,112,388 | 33,175,972 | 32,582,097 | 6,896,765 | 2,147,353 | 2,848,782 | 3,424,270 | 20,511,070 | 6,845,970 | 75,256,307 | |
| **ENDING FUND BALANCE** | **1,157,568** | | **1,424,777** | | **1,186,750** | **1,914,892** | **1,186,750** | **976,909** | **817,111** | **31,758** | **100,073** | **102,406** | **33,611** | **1,754,242** | |
| IMPACT ON OPERATING BUDGET | | | - | | - | - | - | - | - | - | - | - | - | | |

# 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.

**2021-2026 CIP Summary**

The 2021-2026 General Capital CIP totals $75.256 million.

| Project | Current 2019-2020 | Estimate 2019-2020 | Proposed 2021 | Proposed 2022 | Proposed 2023 | Proposed 2024 | Proposed 2025 | Proposed 2026 | Total 2019-2026 |
|---|---|---|---|---|---|---|---|---|---|
| ***Expenditures:*** | | | | | | | | | |
| Parks Maintenance Projects | $4,234,050 | $2,180,972 | $1,264,206 | $891,303 | $1,335,000 | $890,000 | $930,000 | $930,000 | $8,421,481 |
| Facilities Projects | $2,072,533 | $1,367,340 | $4,374,041 | $30,000 | $490,000 | $1,779,500 | $18,801,300 | $5,161,200 | $32,003,381 |
| Parks Development Projects | $25,289,109 | $27,514,952 | $500,000 | $487,000 | $0 | $0 | $0 | $0 | $28,501,952 |
| Other | $239,484 | $178,037 | $75,268 | $75,268 | $340,000 | $90,000 | $90,000 | $90,000 | $938,573 |
| Debt Service Transfer | $1,340,796 | $1,340,796 | $683,250 | $663,782 | $683,782 | $664,770 | $689,770 | $664,770 | $5,390,920 |
| **Total Expenditures** | **$33,175,972** | **$32,582,097** | **$6,896,765** | **$2,147,353** | **$2,848,782** | **$3,424,270** | **$20,511,070** | **$6,845,970** | **$75,256,307** |
| ***Change in Fund Balance:*** | | | | | | | | | |
| Beginning Fund Balance | $1,157,568 | $1,157,568 | $1,186,750 | $976,909 | $817,111 | $31,758 | $100,073 | $102,406 | $1,157,568 |
| Total Revenues | $33,933,296 | $34,331,910 | $6,686,924 | $1,987,555 | $2,063,429 | $3,492,585 | $20,643,403 | $6,907,176 | $76,112,981 |
| Amount restricted for future turf replacement | $0 | $0 | $0 | $0 | $0 | $0 | $130,000 | $130,000 | $260,000 |
| Total Expenditures | $33,175,972 | $32,582,097 | $6,896,765 | $2,147,353 | $2,848,782 | $3,424,270 | $20,511,070 | $6,845,970 | $75,256,307 |
| **Ending Fund Balance** | **$194,261** | **$1,186,750** | **$976,909** | **$817,111** | **$31,758** | **$100,073** | **$102,406** | **$33,611** | **$1,754,242** |

## *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. For example, when real estate activity increased in 2005, the highest year of collections, the City received more than $2.6 million in REET. 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 | $20million |
| **Property Acquisition/Open Space** | | | |
| **Playground Replacement** | Playground have an expected lifespan of 12-15 years. Regular replacement of playgrounds have fallen behind and are apparent in parks such as Ridgecrest,, Jame Keough and Brugger;s Bog. | $1.5 million | $3.0 million |
| **Significant Unfunded Projects** | | | |
| **Community/Aquatic Center** | The PROS Plan identified the need for a new community and aquatics center to replace the existing Pool and Spartan Rec Center with a target opening of 2022. A funding measure was place on the ballot in November 2019, while it received a majority support it failed to get the 60% necessary for passage. | $69 million | $83 million |

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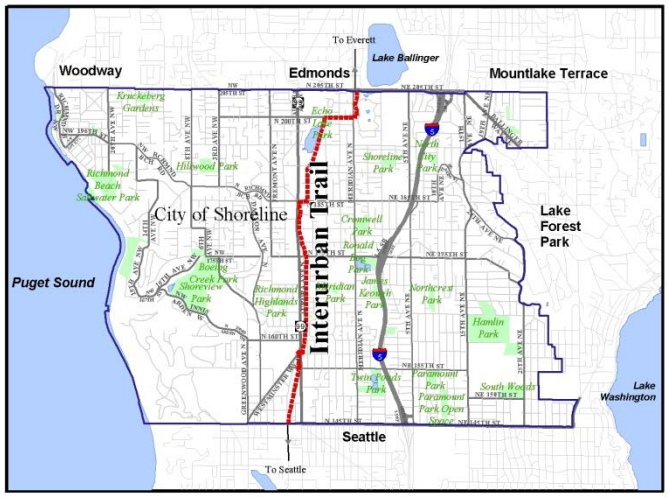
# General Capital Fund Projects

# *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 allowed the City to identify and prioritize trail linkages and make capital or maintenance improvements to parks. An average of $110,000 was collected from King County annually. On 2020, the renewed Levy increased the funding to $225,000 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 2017-2020. Most of the remaining funding will be used towards Parks Ecological Restoration through 2025 and Parks Facilities Recreation Amenities in 2022. 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 2019-2024 CIP*: Funding was reduced to reflect a transfer to the Park Ecological restoration Program to support native vegetation restoration efforts in parks.

| KING COUNTY, TRAILS AND OPEN SPACE REPLACEMENT LEVY | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 2820270 J.L.# GN255438 | | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 2020E | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | | 225,000 | | 225,000 | 225,000 | | 7,513 | 95,060 | 47,280 | | 599,853 | 599,853 |
| 2-REAL ESTATE ACQUISITION | | | | | | | | | | | | - |
| 3-CONSTRUCTION | 71,099 | | | | | | | | | | | 71,099 |
| **TOTAL PROJECT EXPENDITURES** | **71,099** | **225,000** | | **225,000** | **225,000** | | **7,513** | **95,060** | **47,280** | | **599,853** | **670,952** |
| **REVENUE SOURCES:** | | | | | | | | | | | | |
| KC TRAIL LEVY FUNDING RENEWAL | 1,169,027 | 225,000 | | 318,836 | 225,000 | | 7,513 | 95,060 | 47,280 | | 693,689 | 1,862,716 |
| KC TRAIL LEVY VOTER APPROVED TRAIL FUNDING (*) | | | | | | | | | | | | - |
| GENERAL CAPITAL FUND | (1,097,928) | | | (93,836) | | | | | | | (93,836) | (1,191,764) |
| **TOTAL PROJECT REVENUES** | **71,099** | **225,000** | | **225,000** | **225,000** | | **7,513** | **95,060** | **47,280** | | **599,853** | **670,952** |
| | ELIGIBLE (Y/N) | | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | | | | | | | | | | |
| **IMPACT ON OPERATING BUDGET** | | **2020E** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| LANDSCAPING | | | | | | | | | | | | |
| UTILITIES | | | | | | | | | | | | |
| OTHER | | | | | | | | | | | | |
| **TOTAL IMPACT ON OPERATING BUDGET** | | | | | | | | | | | | |
| **PROJECT TIME LINE:** | | **2020E** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | Q2 Q3 | Q2 Q3 | | Q2 Q3 | Q2 Q3 | Q2 Q3 | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | | |
| CONSTRUCTION | | | | | | | | | | | | |

# *KRUCKEBERG ENVIRONMENTAL EDUCATION CENTER (RESIDENCE STABILIZATION)*

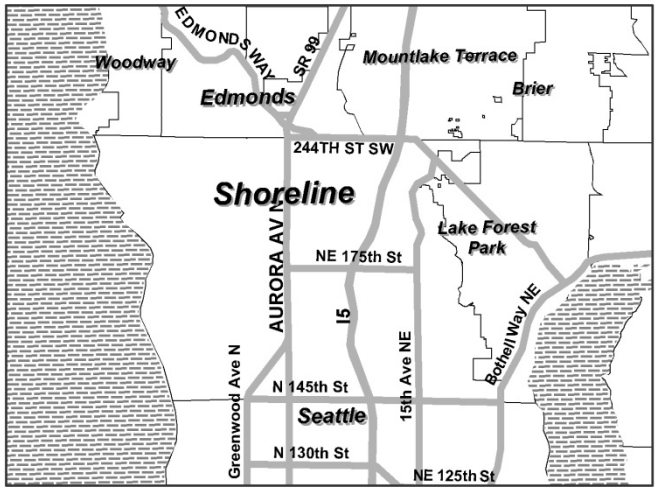
***Project Description:*** The Kruckeberg Garden Master Plan calls for developing an environmental education center using the former Kruckeberg family residence. The residence is now used by the Kruckeberg Botanic Garden Foundation for offices and small classes and meetings. Substantial fund-raising 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 2019-2024 CIP:* Project moved from 2020 to 2022.

| KRUCKEBERG ENV ED CENTER (RESIDENCE STABILIZATION) | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 2820375 J.L.# GN284600 | | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 2020E | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | | | | | | 265,000 | | | | | 265,000 | 265,000 |
| 2-REAL ESTATE ACQUISITION | | | | | | | | | | | | - |
| 3-CONSTRUCTION | | | 265,000 | | | | | | | | | - |
| **TOTAL PROJECT EXPENDITURES** | | | **265,000** | | | **265,000** | | | | | **265,000** | **265,000** |
| **REVENUE SOURCES:** | | | | | | | | | | | | |
| FUTURE FUNDING | | | 265,000 | | | *265,000* | | | | | 265,000 | 265,000 |
| GENERAL CAPITAL FUND | | | | | | | | | | | | - |
| **TOTAL PROJECT REVENUES** | | | **265,000** | | | **265,000** | | | | | **265,000** | **265,000** |
| | ELIGIBLE (Y/N) | | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | 2,650 | | | | | | | | | |
| **IMPACT ON OPERATING BUDGET** | | **2020E** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| LANDSCAPING | | | | | | | | | | | | |
| UTILITIES | | | | | | | | | | | | |
| OTHER | | | | | | | | | | | | |
| **TOTAL IMPACT ON OPERATING BUDGET** | | | | | | | | | | | | |
| **PROJECT TIME LINE:** | | **2020E** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| 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. Over the next 5 years, the City will restore over 20 acres. This work will include invasive mitigation and native plan restoration helping to improve watersheds that run through the City of Shoreline.

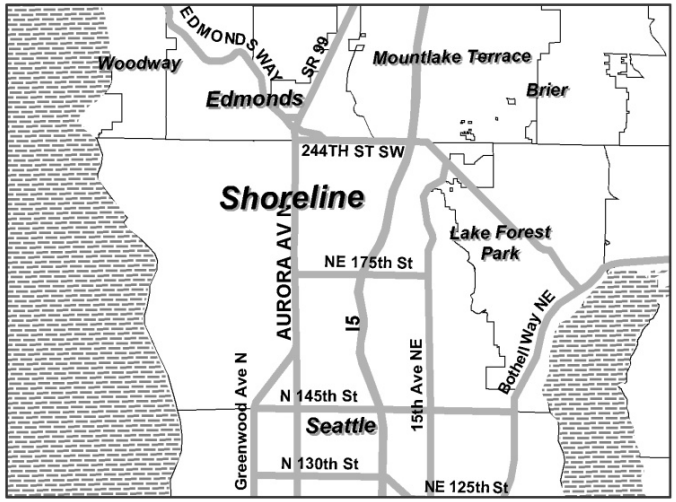
## *Service Impact:*

Preserve, protect and enhance natural resources and encourage restoration, education and stewardship for Shoreline residents.

*Changes from the 2019-2024 CIP*: added funding through 2026 to implement plan.

| PARK ECOLOGICAL RESTORATION PROGRAM (SAI 8) | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 2820344 J.L.# GN274651/GN274238 | | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 2020E | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 70,014 | 117,496 | | 175,505 | 146,000 | 106,000 | 106,000 | 50,000 | 50,000 | 50,000 | 683,505 | 753,519 |
| 2-REAL ESTATE ACQUISITION | | | | | | | | | | | | - |
| 3-CONSTRUCTION | 87,138 | | 80,000 | 45,230 | 118,206 | 195,303 | 141,487 | 109,940 | 157,720 | 205,000 | 972,886 | 1,060,024 |
| **TOTAL PROJECT EXPENDITURES** | **157,152** | **117,496** | **80,000** | **220,735** | **264,206** | **301,303** | **247,487** | **159,940** | **207,720** | **255,000** | **1,656,391** | **1,813,543** |
| **REVENUE SOURCES:** | | | | | | | | | | | | |
| KING CONSERVATION DISTRICT GRANT | 71,546 | | 45,000 | 62,809 | 50,000 | 50,000 | 30,000 | 30,000 | 30,000 | 30,000 | 282,809 | 354,355 |
| KC TRAIL LEVY VOTER APPROVED TRAIL FUNDING (*) | 30,550 | 117,496 | | 117,496 | 214,206 | 26,303 | | | | 225,000 | 583,005 | 613,555 |
| KC TRAIL LEVY FUNDING RENEWAL | 55,056 | | 35,000 | 40,423 | | 225,000 | 217,487 | 129,940 | 177,720 | | 790,570 | 845,626 |
| GENERAL CAPITAL FUND | | | | 7 | | | | | | | 7 | 7 |
| **TOTAL PROJECT REVENUES** | **157,152** | **117,496** | **80,000** | **220,735** | **264,206** | **301,303** | **247,487** | **159,940** | **207,720** | **255,000** | **1,656,391** | **1,813,543** |
| | ELIGIBLE (Y/N) | | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | 800 | | 1,182 | 1,953 | 1,415 | 1,099 | 1,577 | 2,050 | 9,277 | |
| **IMPACT ON OPERATING BUDGET** | | **2020E** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| LANDSCAPING | | | | | | | | | | | | |
| UTILITIES | | | | | | | | | | | | |
| OTHER | | | | | | | | | | | | |
| **TOTAL IMPACT ON OPERATING BUDGET** | | | | | | | | | | | | |
| **PROJECT TIME LINE:** | | **2020E** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| 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 | Q1 Q2 Q3 Q4 | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | | |
| 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 | 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.

### 2020-21 Goals:

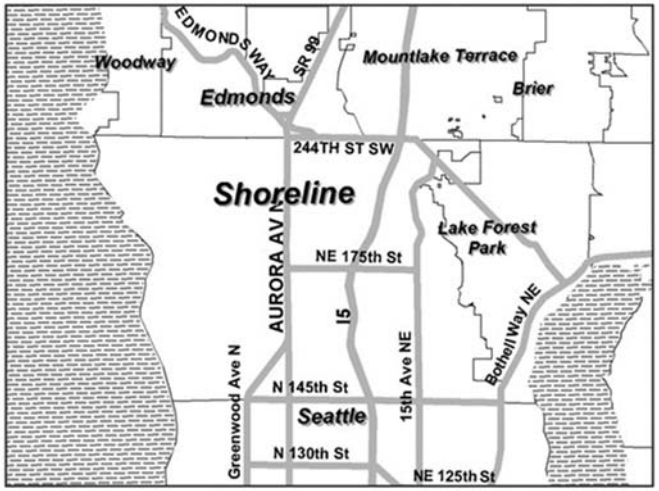
- Play equipment repairs at various parks
- Twin Ponds park tennis court repairs and resurfacing
- Parking lot re-surfacing at various parks
- Other safety improvements

***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 2019-2024 CIP:* Added 2026 funding.

| PARKS REPAIR AND REPLACEMENT<br>ORGKEY: 2820122 J.L.# MULTIPLE<br>PHASE | PRIOR-YRS | 2020E | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **PROJECT EXPENDITURES:** | | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 454,421 | 67,005 | | 116,020 | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 | 566,020 | 1,020,441 |
| 2-REAL ESTATE ACQUISITION | 56,794 | | | | | | | | | | | 56,794 |
| 3-CONSTRUCTION | 2,288,898 | 309,607 | 533,582 | 417,563 | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 | 1,617,563 | 3,906,461 |
| **TOTAL PROJECT EXPENDITURES** | **2,800,112** | **376,612** | **533,582** | **533,583** | **275,000** | **275,000** | **275,000** | **275,000** | **275,000** | **275,000** | **2,183,583** | **4,983,695** |
| **REVENUE SOURCES:** | | | | | | | | | | | | |
| GENERAL FUND CONTRIBUTION | 250,000 | 50,000 | 100,000 | 100,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 400,000 | 650,000 |
| OTHER AGENCY PARTICIPATION (LIBRARY MITIGATION) | 10,414 | | | | | | | | | | | 10,414 |
| KC - 4CULTURE DEV. AUTH. | | | 20,000 | 20,000 | | | | | | | 20,000 | 20,000 |
| GENERAL CAPITAL FUND | 2,539,698 | 326,612 | 413,582 | 413,583 | 225,000 | 225,000 | 225,000 | 225,000 | 225,000 | 225,000 | 1,763,583 | 4,303,281 |
| **TOTAL PROJECT REVENUES** | **2,800,112** | **376,612** | **533,582** | **533,583** | **275,000** | **275,000** | **275,000** | **275,000** | **275,000** | **275,000** | **2,183,583** | **4,983,695** |
| | ELIGIBLE (Y/N) | | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | 3,096 | 5,336 | 3,096 | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 | 15,096 | |
| **IMPACT ON OPERATING BUDGET** | | **2020E** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| LANDSCAPING | | | | | | | | | | | | |
| UTILITIES | | | | | | | | | | | | |
| OTHER | | | | | | | | | | | | |
| **TOTAL IMPACT ON OPERATING BUDGET** | | | | | | | | | | | | |
| **PROJECT TIME LINE:** | | **2020E** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| 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 | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | | |
| CONSTRUCTION | | Q3 Q4 | Q3 Q4 | Q3 Q4 | Q3 Q4 | Q3 Q4 | Q3 Q4 | Q3 Q4 | Q3 Q4 | Q3 Q4 | | |

# *PLAYGROUND REPLACEMENT*




***Project Description:*** The City of Shoreline Parks, Recreation & Cultural Services Department provides a comprehensive maintenance program for a number of the assets and features located within the park system. Playgrounds are maintained to industry standards and are inspected on a routine basis. As part of the City's playground program, equipment is replaced on a 15 to 17-year cycle or as the play structure reaches the end of its useful lifespan. The routine inspection and cycling of playgrounds provide equipment that is up to date and in-line with current safety standards.

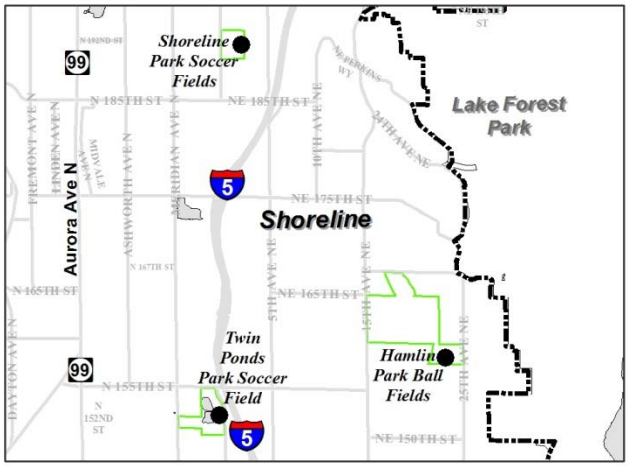
Playgrounds identified for replacement: James Keough, Brugger's Bog, Richmond Beach Community, Paramount School Park and Richmond Highlands

***Service Impact:*** This project provides replacement of playgrounds at park facilities to address aging infrastructure, improve safety and comply with legal mandates.

*Changes from the 2019-2024 CIP*: Added 2021 and 2025 funding

| PLAYGROUND REPLACEMENT<br>ORGKEY: 2820371 J.L.# Multiple<br>PHASE | PRIOR-YRS | 2020E | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **PROJECT EXPENDITURES:** | | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | | 50,000 | | 50,000 | 50,000 | | | | 50,000 | 50,000 | 200,000 | 200,000 |
| 2-REAL ESTATE ACQUISITION | | | | | | | | | | | | - |
| 3-CONSTRUCTION | | 352,507 | 1,000,000 | 950,000 | 450,000 | | | | 350,000 | 350,000 | 2,100,000 | 2,100,000 |
| **TOTAL PROJECT EXPENDITURES** | | **402,507** | **1,000,000** | **1,000,000** | **500,000** | | | | **400,000** | **400,000** | **2,300,000** | **2,300,000** |
| **REVENUE SOURCES:** | | | | | | | | | | | | |
| GENERAL FUND CONTRIBUTION | | 100,000 | 200,000 | 200,000 | | | | | | | 200,000 | 200,000 |
| YOUTH & AMATEUR SPORTS GRANT | | | | | 25,000 | | | | | | 25,000 | 25,000 |
| PARK IMPACT FEES | | | | | 250,000 | | | | | | 250,000 | 250,000 |
| GENERAL CAPITAL FUND | | 302,507 | 800,000 | 800,000 | 225,000 | | | | 400,000 | 400,000 | 1,825,000 | 1,825,000 |
| **TOTAL PROJECT REVENUES** | | **402,507** | **1,000,000** | **1,000,000** | **500,000** | | | | **400,000** | **400,000** | **2,300,000** | **2,300,000** |
| | ELIGIBLE (Y/N) | | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | 3,525 | 10,000 | 3,525 | 4,500 | | | | 3,500 | 3,500 | 15,025 | |
| **IMPACT ON OPERATING BUDGET** | | **2020E** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| LANDSCAPING | | | | | | | | | | | | |
| UTILITIES | | | | | | | | | | | | |
| OTHER | | | | | | | | | | | | |
| **TOTAL IMPACT ON OPERATING BUDGET** | | | | | | | | | | | | |
| **PROJECT TIME LINE:** | | **2020E** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | Q1 Q2 Q3 | | Q1 Q2 Q3 | Q1 Q2 Q3 | Q1 Q2 Q3 | | | Q1 Q2 Q3 | Q1 Q2 Q3 | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | | |
| CONSTRUCTION | | Q2 | | Q2 | Q2 | Q2 | | | Q2 | Q2 | | |

# *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.

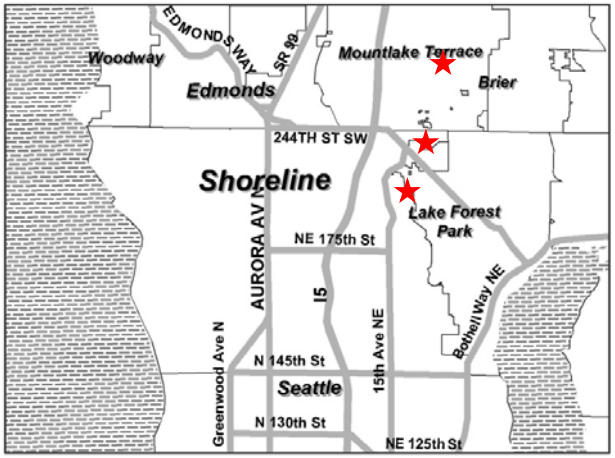
## *Service Impact:*

Continue providing safe places for people to engage in active recreation

*Changes from the 2019-2024 CIP:* Light and Pole replacement moved to be completed in 2024.

| TURF & LIGHTING REPAIR AND REPLACEMENT | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 2820329 J.L.# GN267900 | | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 2020E | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| PROJECT EXPENDITURES: | | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 242,400 | 580 | | 8,989 | | 50,000 | | | | | 58,989 | 301,389 |
| 2-REAL ESTATE ACQUISITION | | | | | | | | | | | | - |
| 3-CONSTRUCTION | 2,638,098 | | 154,675 | 1,154 | | | 805,000 | 360,000 | | | 1,166,154 | 3,804,252 |
| **TOTAL PROJECT EXPENDITURES** | **2,880,498** | **580** | **154,675** | **10,143** | | **50,000** | **805,000** | **360,000** | | | **1,225,143** | **4,105,641** |
| REVENUE SOURCES: | | | | | | | | | | | | |
| RECREATION & CONSERVATION OFFICE | 250,000 | | | | | | | | | | | 250,000 |
| GENERAL FUND CONTRIBUTION | | | | | | | | | | | | - |
| JUDGEMENT/SETTLEMENT | | | | | | | | | | | | - |
| FUTURE FUNDING | | | | | | | | | | | | - |
| GENERAL CAPITAL FUND | 2,630,498 | 580 | 154,675 | 10,143 | | 50,000 | 805,000 | 360,000 | | | 1,225,143 | 3,855,641 |
| **TOTAL PROJECT REVENUES** | **2,880,498** | **580** | **154,675** | **10,143** | | **50,000** | **805,000** | **360,000** | | | **1,225,143** | **4,105,641** |
| | ELIGIBLE (Y/N) | | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | Y | | 1,547 | | | | 8,050 | 3,600 | | | 11,650 | |
| **IMPACT ON OPERATING BUDGET** | | **2020E** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| LANDSCAPING | | | | | | | | | | | | |
| UTILITIES | | | | | | | | | | | | |
| OTHER | | | | | | | | | | | | |
| **TOTAL IMPACT ON OPERATING BUDGET** | | | | | | | | | | | | |
| **PROJECT TIME LINE:** | | **2020E** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | Q1 Q2 Q3 Q4 | | Q1 Q2 Q3 Q4 | | Q1 Q2 Q3 Q4 | | | | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | | |
| CONSTRUCTION | | Q1 Q2 Q3 Q4 | | Q1 Q2 Q3 Q4 | | | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | | | | |

# *CITY MAINTENANCE FACILITY*




## *Project Description:*

The Distributed City Maintenance Facility (CMF) Project will design and construct three City facilities to accommodate long term growth of the City's maintenance and operation's needs. In 2013, property was purchased for a single Public Works Maintenance Facility, which came to be known as the North Maintenance Facility (NMF). During a pre-design analysis in 2016, unknown site constraints were discovered and prompted pursuit of a distributed facility solution. In 2019, as the result of the Distributed CMF Analysis, staff and council selected a design alternative to develop three sites: Brightwater Site, Hamlin Yard, and NMF. Phase 1 (ongoing) includes adding interim facilities at the NMF site to accommodate a new grounds maintenance crew, designing and building out the Brightwater site, and preliminary design of Hamlin Yard and the final NMF. The next phase will be final design and construction of the Hamlin Yard Facility and additional interim facilities at the NMF site to accommodate operations during construction. The final phase will be final design and construction of the final NMF. In addition, frontage improvements will be completed alongside the Hamlin Yard and NMF projects.

***Service Impact:*** A facility that accommodates and provides for growth and the space needs of employees will allow crews to respond to customer requests more efficiently.

*Changes from the 2019-2024 CIP*: The total project budget was increased by $30,628,463 to show all phases of design and construction being completed by 2026. Previously, only the budget stopped after funding for the Distributed CMF Analysis.

| CITY MAINTENANCE FACILITY<br>ORGKEY: 2819299 J.L.# GN258500<br>PHASE | PRIOR-YRS | 2020E | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **PROJECT EXPENDITURES:** | | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 481,055 | 535,448 | 1,120,536 | 654,354 | 261,301 | 30,000 | 490,000 | 1,779,500 | 580,800 | 45,000 | 3,840,955 | 4,322,010 |
| 2-REAL ESTATE ACQUISITION | 2,931,743 | | 84,497 | 55,318 | 36,000 | | | | | | 91,318 | 3,023,061 |
| 3-CONSTRUCTION | 56,496 | 202,691 | 541,581 | 551,439 | 3,918,908 | | | | 18,220,500 | 5,116,200 | 27,807,047 | 27,863,543 |
| **TOTAL PROJECT EXPENDITURES** | **3,469,294** | **738,139** | **1,746,614** | **1,261,111** | **4,216,209** | **30,000** | **490,000** | **1,779,500** | **18,801,300** | **5,161,200** | **31,739,320** | **35,208,614** |
| **REVENUE SOURCES:** | | | | | | | | | | | | |
| LIMITED TAX GENERAL OBLIGATION BOND 2013 (*) | 3,427,139 | | 80,740 | 132,185 | | | | | | | 132,185 | 3,559,324 |
| GENERAL FUND CONTRIBUTION | 343,027 | 261,956 | 1,112,254 | 604,983 | 2,729,143 | 30,000 | 366,684 | | | | 3,730,810 | 4,073,837 |
| FUTURE FUNDING | | | | | 490,000 | | 103,316 | 1,779,500 | 18,801,300 | 5,161,200 | 26,335,316 | 26,335,316 |
| SURFACE WATER UTILITY FUND CONTRIBUTION | | 165,133 | 242,571 | 212,893 | 997,066 | | 20,000 | | | | 1,229,959 | 1,229,959 |
| GENERAL CAPITAL FUND | (300,871) | 311,050 | 311,049 | 311,050 | | | | | | | 311,050 | 10,179 |
| **TOTAL PROJECT REVENUES** | **3,469,294** | **738,139** | **1,746,614** | **1,261,111** | **4,216,209** | **30,000** | **490,000** | **1,779,500** | **18,801,300** | **5,161,200** | **31,739,320** | **35,208,614** |
| | ELIGIBLE (Y/N) | | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | Y | 2,027 | 5,416 | 2,027 | 39,189 | | | | 182,205 | 51,162 | 274,583 | |
| **PROJECT TIME LINE:** | | **2020E** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| 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 | Q1 Q2 Q3 Q4 | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | | |
| CONSTRUCTION | | Q1 Q2 | | Q1 Q2 Q3 Q4 | Q2 Q3 Q4 | | | | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | | |

# *CIVIC CENTER/ CITY HALL*

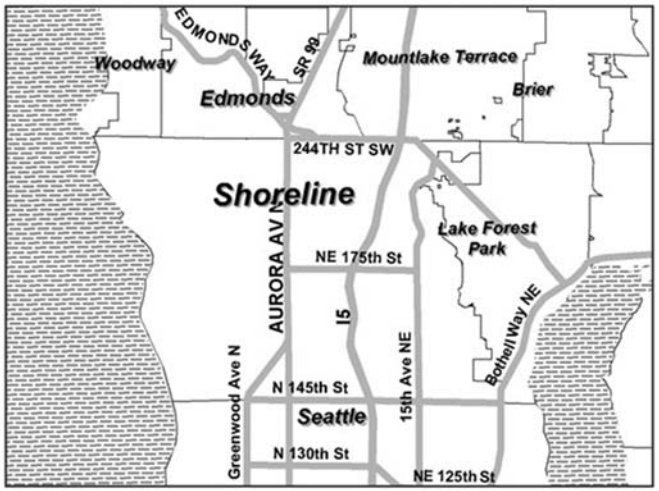
***Project Description:*** The existing Highland Plaza Facility has reached the end of its useful life. The East side of the facility is currently supported by structural shoring so that roof and East exterior wall does not collapse. A review of City Hall Campus parking needs post Police Station at City Hall project has shown the consistent need for additional Police, Patron and Employee Parking, The facility will be demolished and 32 additional parking spaces will be created for Police and City vehicles providing additional garage parking for Patrons and Employees. The project funding will also provide for a small Facilities storage building adjacent to the emergency generator. The existing electrical service will be repurposed for EV charging.

***Service Impact:*** The project provides increased access to City Services and furthers our environmental goals by providing EV charging for Maintenance and Enforcement Vehicles.

*<u>Changes from the 2019-2024 CIP</u>: New Project.*

| CIVIC CENTER/CITY HALL<br>ORGKEY: 2819148 J.L.# GN293100<br>PHASE | PRIOR-YRS | 2020E | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **PROJECT EXPENDITURES:** | | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 32,379,218 | | | | 25,000 | | | | | | 25,000 | 32,404,218 |
| 2-REAL ESTATE ACQUISITION | 5,772,342 | | | | | | | | | | | 5,772,342 |
| 3-CONSTRUCTION | 632,773 | 32,168 | 190,000 | 32,168 | 132,832 | | | | | | 165,000 | 797,773 |
| **TOTAL PROJECT EXPENDITURES** | **38,784,333** | **32,168** | **190,000** | **32,168** | **157,832** | | | | | | **190,000** | **38,974,333** |
| **REVENUE SOURCES:** | | | | | | | | | | | | |
| GENERAL FUND CONTRIBUTION | | 32,168 | 190,000 | 32,168 | 157,832 | | | | | | 190,000 | 190,000 |
| GENERAL CAPITAL FUND | 38,784,333 | | | | | | | | | | | 38,784,333 |
| **TOTAL PROJECT REVENUES** | **38,784,333** | **32,168** | **190,000** | **32,168** | **157,832** | | | | | | **190,000** | **38,974,333** |
| | ELIGIBLE (Y/N) | | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | 322 | 1,900 | 322 | 1,328 | | | | | | 1,650 | |
| **IMPACT ON OPERATING BUDGET** | | **2020E** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| LANDSCAPING | | | | | | | | | | | | |
| UTILITIES | | | | | | | | | | | | |
| OTHER | | | | | | | | | | | | |
| **TOTAL IMPACT ON OPERATING BUDGET** | | | | | | | | | | | | |
| **PROJECT TIME LINE:** | | **2020E** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | | Q1 Q2 Q3 Q4 | | | | | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | | |
| CONSTRUCTION | | | | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | | | | | | | |

# *PARKS FACILITIES RECREATION AMENITIES PLAN*




***Project Description:*** The adopted PROS Plan 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 plans and designs for providing those amenities.

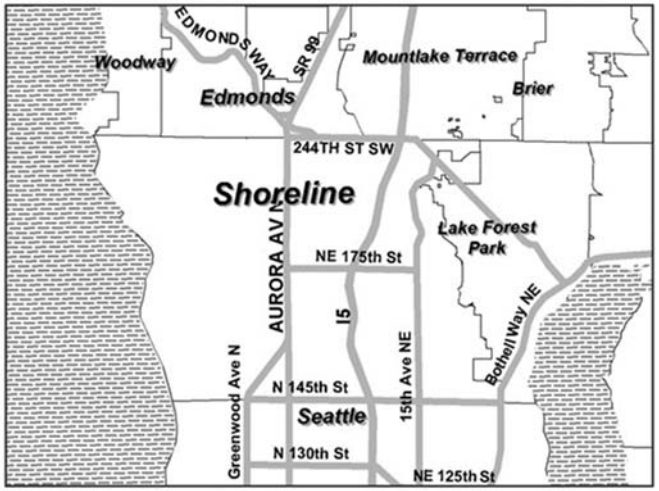
***Service Impact:*** Provide a variety of opportunities to Shoreline residents to play and recreate

*Changes from the 2019-2024 CIP:* Funding moved to 2022 to align with next PROS Plan update.

| PARKS FACILITIES RECREATION AMENITIES (SAI3) | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 2820347 J.L.# GN272000 | | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 2020E | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 179,081 | | 185,000 | 3,020 | | 257,000 | | | | | 260,020 | 439,101 |
| 2-REAL ESTATE ACQUISITION | | | | | | | | | | | | - |
| 3-CONSTRUCTION | 12 | | | | | 230,000 | | | | | 230,000 | 230,012 |
| **TOTAL PROJECT EXPENDITURES** | **179,093** | | **185,000** | **3,020** | | **487,000** | | | | | **490,020** | **669,113** |
| **REVENUE SOURCES:** | | | | | | | | | | | | |
| GENERAL FUND CONTRIBUTION | | | | | | 113,000 | | | | | 113,000 | 113,000 |
| KC TRAIL LEVY VOTER APPROVED TRAIL FUNDING (*) | | | | | | 225,000 | | | | | 225,000 | 225,000 |
| KC TRAIL LEVY FUNDING RENEWAL | | | | | | | | | | | | - |
| PARK IMPACT FEES | | | 125,000 | | | | | | | | | - |
| GENERAL CAPITAL FUND | 179,093 | | 60,000 | 3,020 | | 149,000 | | | | | 152,020 | 331,113 |
| **TOTAL PROJECT REVENUES** | **179,093** | | **185,000** | **3,020** | | **487,000** | | | | | **490,020** | **669,113** |
| | ELIGIBLE (Y/N) | | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | | | | 2,300 | | | | | 2,300 | |

| IMPACT ON OPERATING BUDGET | 2020E | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E |
|---|---|---|---|---|---|---|---|---|---|
| LANDSCAPING | | | | | | | | | |
| UTILITIES | | | | | | | | | |
| OTHER | | | | | | | | | |
| **TOTAL IMPACT ON OPERATING BUDGET** | | | | | | | | | |
| **PROJECT TIME LINE:** | **2020E** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** |
| PROJECT ADMINISTRATION | | | Q3 | | Q1 Q2 Q3 Q4 | | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | |
| CONSTRUCTION | | | | | Q1 Q2 Q3 Q4 | | | | |

# *PROS PLAN ACQUISITIONS (SAI7)*



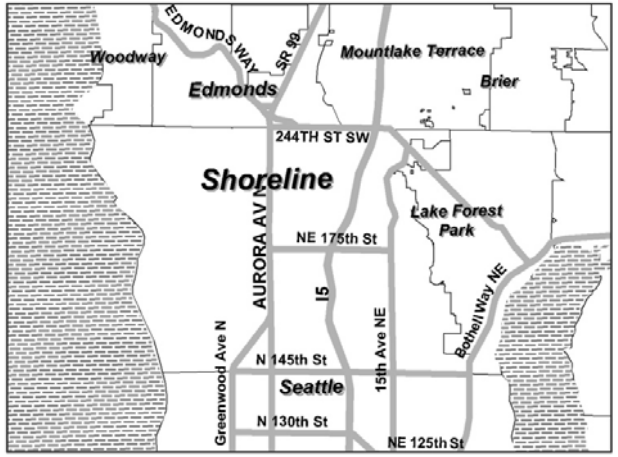

***Project Description:*** The City Council adopted the Parks Recreation and Open Space Plan 2017-2023 on July 31, 2017. This project will begin implementation of key parts of the Plan such as next steps for property acquisition and preliminary planning and design work.

***Service Impact:*** Provide high quality and diverse opportunities for people to enjoy active and passive recreation.

*Changes from the 2019-2024 CIP:* Parks Property acquisition funding was allocated here.

| PROS PLAN ACQUISITIONS (SAI7) | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 2821360 J.L.# Multiple | | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 2020E | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 7,691 | | 212,309 | 26,965 | | | | | | | 26,965 | 34,656 |
| 2-REAL ESTATE ACQUISITION | | 27,362,035 | 24,800,000 | 27,362,035 | 500,000 | | | | | | 27,862,035 | 27,862,035 |
| 3-CONSTRUCTION | | | | | | | | | | | | - |
| **TOTAL PROJECT EXPENDITURES** | **7,691** | **27,362,035** | **25,012,309** | **27,389,000** | **500,000** | | | | | | **27,889,000** | **27,896,691** |
| **REVENUE SOURCES:** | | | | | | | | | | | | |
| LIMITED TAX GO BAN 2018 | | 25,000,000 | 25,000,000 | 25,000,000 | | | | | | | 25,000,000 | 25,000,000 |
| CONSERVATION FUTURES TAX GRANT | | 2,089,000 | | 2,089,000 | | | | | | | 2,089,000 | 2,089,000 |
| PARK IMPACT FEES | | 300,000 | | 300,000 | 500,000 | | | | | | 800,000 | 800,000 |
| GENERAL CAPITAL FUND | 7,691 | (26,965) | 12,309 | | | | | | | | | 7,691 |
| **TOTAL PROJECT REVENUES** | **7,691** | **27,362,035** | **25,012,309** | **27,389,000** | **500,000** | | | | | | **27,889,000** | **27,896,691** |
| | ELIGIBLE (Y/N) | | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | | | | | | | | | | |
| **IMPACT ON OPERATING BUDGET** | | **2020E** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| LANDSCAPING | | | | | | | | | | | | |
| UTILITIES | | | | | | | | | | | | |
| OTHER | | | | | | | | | | | | |
| **TOTAL IMPACT ON OPERATING BUDGET** | | | | | | | | | | | | |
| **PROJECT TIME LINE:** | | **2020E** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | Q1 Q2 Q3 Q4 | | | | | | | | |
| REAL ESTATE ACQUISITION | | | | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | | | | | | | |
| CONSTRUCTION | | | | | | | | | | | | |

# GENERAL CAPITAL ENGINEERING



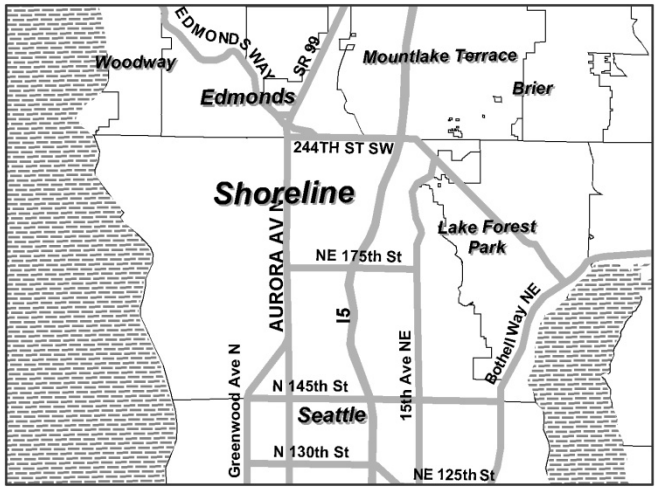

***Project Description:*** This program provides non-project specific support for parks and other general capital fund projects including staff and other resources.

***Service Impact:*** Improve City facilities, open space, recreational facilities for the citizens of Shoreline.

*Changes from 2019-2024 CIP:* The new cost estimate includes the addition of funding for 2025 and 2026.

| GENERAL CAPITAL ENGINEERING<br>ORGKEY: 2713065 J.L.# MULTIPLE<br>PHASE | PRIOR-YRS | 2020E | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **PROJECT EXPENDITURES:** | | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 1,830,223 | 76,172 | 176,528 | 115,081 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 475,081 | 2,305,304 |
| 2-REAL ESTATE ACQUISITION | | | | | | | | | | | | - |
| 3-CONSTRUCTION | 214 | | | | | | | | | | | 214 |
| **TOTAL PROJECT EXPENDITURES** | **1,830,438** | **76,172** | **176,528** | **115,081** | **60,000** | **60,000** | **60,000** | **60,000** | **60,000** | **60,000** | **475,081** | **2,305,519** |
| **REVENUE SOURCES:** | | | | | | | | | | | | |
| GENERAL CAPITAL FUND | 1,830,438 | 76,172 | 176,528 | 115,081 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 475,081 | 2,305,519 |
| **TOTAL PROJECT REVENUES** | **1,830,438** | **76,172** | **176,528** | **115,081** | **60,000** | **60,000** | **60,000** | **60,000** | **60,000** | **60,000** | **475,081** | **2,305,519** |
| | ELIGIBLE (Y/N) | | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | | | | | | | | | | |
| **PROJECT TIME LINE:** | | **2020E** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| 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 | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | | |
| CONSTRUCTION | | | | | | | | | | | | |

# *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 2019-2024 CIP:* Added $250,000 to complete the update.

| PROS PLAN UPDATE<br>ORGKEY: 2822273 J.L.# GN255600<br>PHASE | PRIOR-YRS | 2020E | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **PROJECT EXPENDITURES:** | | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | | | | | | | 250,000 | | | | 250,000 | 250,000 |
| 2-REAL ESTATE ACQUISITION | | | | | | | | | | | | - |
| 3-CONSTRUCTION | | | | | | | | | | | | - |
| **TOTAL PROJECT EXPENDITURES** | | | | | | | **250,000** | | | | **250,000** | **250,000** |
| **REVENUE SOURCES:** | | | | | | | | | | | | |
| GENERAL CAPITAL FUND | | | | | | | 250,000 | | | | 250,000 | 250,000 |
| **TOTAL PROJECT REVENUES** | | | | | | | **250,000** | | | | **250,000** | **250,000** |
| | ELIGIBLE (Y/N) | | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | | | | | | | | | | |
| **IMPACT ON OPERATING BUDGET** | | **2020E** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| LANDSCAPING | | | | | | | | | | | | |
| UTILITIES | | | | | | | | | | | | |
| OTHER | | | | | | | | | | | | |
| **TOTAL IMPACT ON OPERATING BUDGET** | | | | | | | | | | | | |
| **PROJECT TIME LINE:** | | **2020E** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | | | | Q1 Q2 Q3 Q4 | | | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | | |
| CONSTRUCTION | | | | | | | | | | | | |

# *Projects to be completed in 2020*

# *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 remnants of the trail and informal trails to access this well-loved part of the park. This project will design, obtain permits and refurbish some trails and reconstructs others.

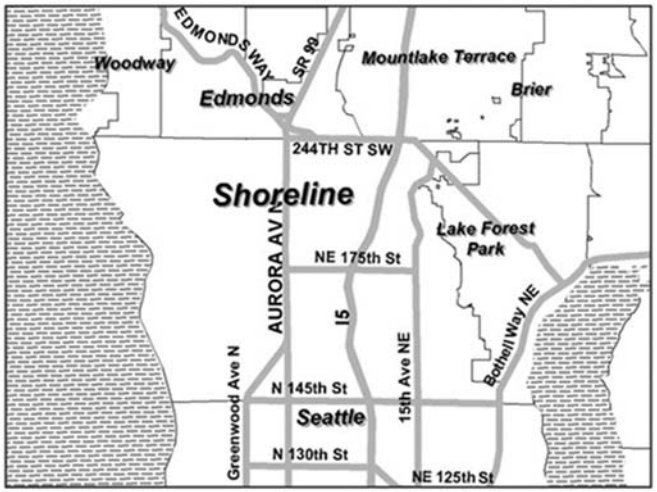
## *Service Impact:*

This project will enhance walkability and access to nature for visitors to Boeing Creek and Shoreview Park.

*<u>Changes from the 2019-2024 CIP</u>: moved to the unfunded project list due to lack of resources.*

| BOEING CREEK SHOREVIEW PARK TRAIL REPAIR | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 2820370 J.L.# GN283200 | | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 2020E | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | | | | | | | | | | | | - |
| 2-REAL ESTATE ACQUISITION | | | | | | | | | | | | - |
| 3-CONSTRUCTION | | | 1,892,000 | | | | | | | | | - |
| **TOTAL PROJECT EXPENDITURES** | | | **1,892,000** | | | | | | | | | **-** |
| **REVENUE SOURCES:** | | | | | | | | | | | | |
| KC TRAIL LEVY VOTER APPROVED TRAIL FUNDING (*) | | | | | | | | | | | | - |
| KC TRAIL LEVY FUNDING RENEWAL | | | 85,000 | | | | | | | | | - |
| FUTURE FUNDING | | | 1,642,000 | | | | | | | | | - |
| GENERAL CAPITAL FUND | | | 165,000 | | | | | | | | | - |
| **TOTAL PROJECT REVENUES** | | | **1,892,000** | | | | | | | | | **-** |
| | ELIGIBLE (Y/N) | | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | 18,920 | | | | | | | | | |
| **IMPACT ON OPERATING BUDGET** | | **2020E** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| LANDSCAPING | | | | | | | | | | | | |
| UTILITIES | | | | | | | | | | | | |
| OTHER | | | | | | | | | | | | |
| **TOTAL IMPACT ON OPERATING BUDGET** | | | | | | | | | | | | |
| **PROJECT TIME LINE:** | | **2020E** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | | | | | | | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | | |
| CONSTRUCTION | | | | | | | | | | | | |

# *COMMUNITY & AQUATICS CENTER*



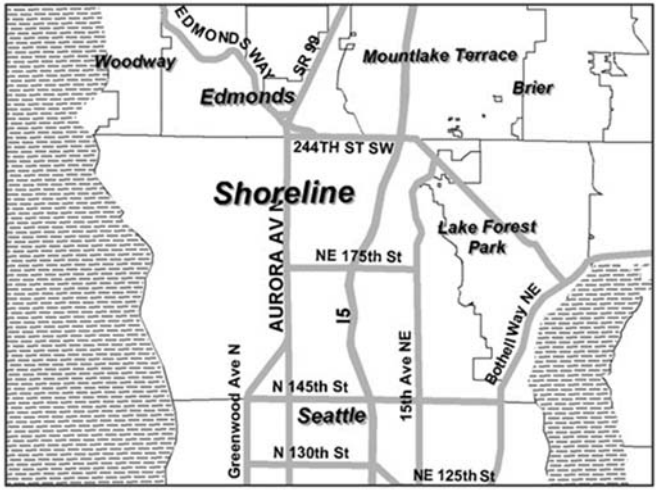

***Project Description:*** New Community and Aquatics Center to replace the existing Shoreline Pool and Spartan Recreation Center with a target opening of 2022. Project includes the property acquisition, design and construction of the center.

***Service Impact:*** Continue providing safe places for people to engage in active recreation. This project will maintain and diversify the aquatics opportunities available to the Shoreline community. It will also enhance the opportunities for community gathering, fitness, and recreation.

*Changes from the 2019-2024 CIP:* project canceled

| COMMUNITY & AQUATICS CENTER | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 2821367 J.L.# GN281900 | | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 2020E | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 258,200 | | 16,800 | 118,253 | | | | | | | 118,253 | 376,453 |
| 2-REAL ESTATE ACQUISITION | | | | 4,679 | | | | | | | 4,679 | 4,679 |
| 3-CONSTRUCTION | | | | | | | | | | | | - |
| **TOTAL PROJECT EXPENDITURES** | **258,200** | | **16,800** | **122,932** | | | | | | | **122,932** | **381,132** |
| **REVENUE SOURCES:** | | | | | | | | | | | | |
| FUTURE FUNDING | | | | | | | | | | | | - |
| RENT REVENUE - STORAGE COURT | | | | | | | | | | | | - |
| LIMITED TAX GO BAN 2018 | | | | | | | | | | | | - |
| GENERAL CAPITAL FUND | 258,200 | | 16,800 | 122,932 | | | | | | | 122,932 | 381,132 |
| **TOTAL PROJECT REVENUES** | **258,200** | | **16,800** | **122,932** | | | | | | | **122,932** | **381,132** |
| | ELIGIBLE (Y/N) | | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | | | | | | | | | | |
| **IMPACT ON OPERATING BUDGET** | | **2020E** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| LANDSCAPING | | | | | | | | | | | | |
| UTILITIES | | | | | | | | | | | | |
| OTHER | | | | | | | | | | | | |
| **TOTAL IMPACT ON OPERATING BUDGET** | | | | | | | | | | | | |
| **PROJECT TIME LINE:** | | **2020E** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | Q3 Q4 | | | | | | | | |
| REAL ESTATE ACQUISITION | | | | Q3 | | | | | | | | |
| CONSTRUCTION | | | | | | | | | | | | |

# *ECHO LAKE PARK IMPROVEMENTS*




***Project Description:*** Remove an existing site-built restroom at the westerly end of Echo Lake Park. The restroom experienced a fire that rendered the facility unusable. Insurance recovery funds were received to demolish this restroom and augmented with the CIP funds noted on this page the following action was taken:

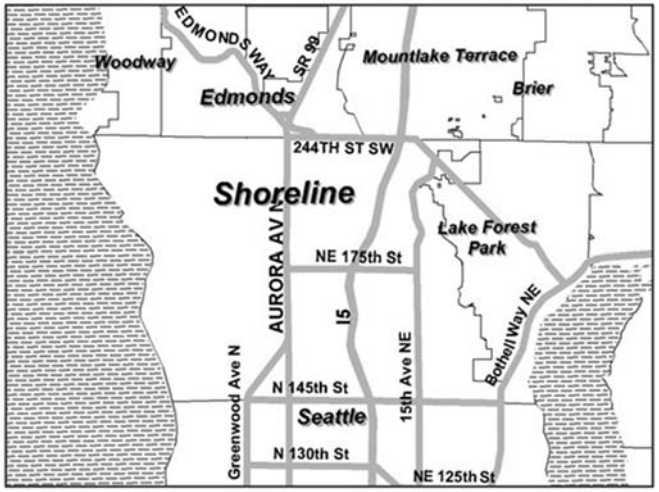
*A new modular restroom called the Portland Loo was purchased and installed adjacent to the right of way at the easterly edge of the park. This facility is entirely made of stainless steel, fireproof and very easy to maintain.*

***Service Impact:*** Enhance visibility and safety to users of City Facilities.

*Changes from the 2019-2024 CIP:* New Project completed in 2020.

| ECHO LAKE PARK IMPROVEMENTS | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 2820293 J.L.# GN257938 | | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 2020E | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| PROJECT EXPENDITURES: | | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 62,051 | 468 | | 7,562 | | | | | | | 7,562 | 69,613 |
| 2-REAL ESTATE ACQUISITION | | | | | | | | | | | | - |
| 3-CONSTRUCTION | 415,991 | 74,659 | 195,793 | 183,949 | | | | | | | 183,949 | 599,940 |
| TOTAL PROJECT EXPENDITURES | 478,042 | 75,127 | 195,793 | 191,511 | | | | | | | 191,511 | 669,553 |
| REVENUE SOURCES: | | | | | | | | | | | | |
| GENERAL FUND CONTRIBUTION | | 61,445 | 162,329 | 162,329 | | | | | | | 162,329 | 162,329 |
| INSURANCE RESTITUTION | 15,500 | | 33,464 | 15,500 | | | | | | | 15,500 | 31,000 |
| GENERAL CAPITAL FUND | 462,542 | 13,682 | | 13,682 | | | | | | | 13,682 | 476,224 |
| TOTAL PROJECT REVENUES | 478,042 | 75,127 | 195,793 | 191,511 | | | | | | | 191,511 | 669,553 |
| | ELIGIBLE (Y/N) | | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | Y | 747 | 1,958 | 747 | | | | | | | 747 | |
| IMPACT ON OPERATING BUDGET | | 2020E | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | | |
| LANDSCAPING | | | | | | | | | | | | |
| UTILITIES | | | | | | | | | | | | |
| OTHER | | | | | | | | | | | | |
| TOTAL IMPACT ON OPERATING BUDGET | | | | | | | | | | | | |
| PROJECT TIME LINE: | | 2020E | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | | |
| PROJECT ADMINISTRATION | | Q1 Q2 Q3 | Q1 Q2 Q3 | Q1 Q2 Q3 | | | | | | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | | |
| CONSTRUCTION | | Q1 Q2 Q3 | | Q1 Q2 Q3 | | | | | | | | |

# *OUTDOOR MULTI-USE SPORT COURT*



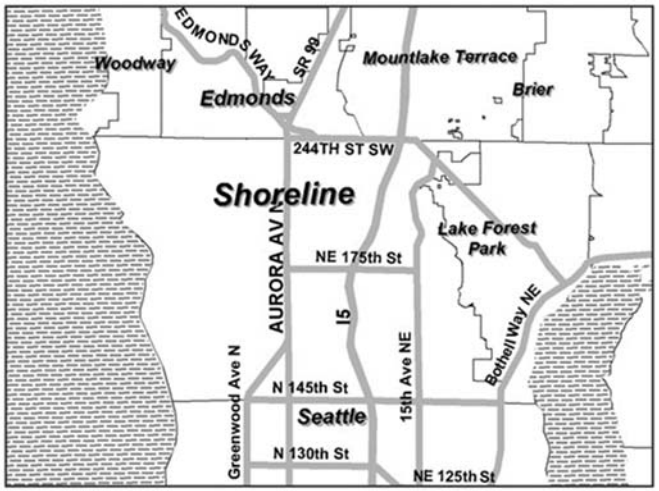

***Project Description:*** A new outdoor multi-purpose court (Basketball, volleyball) will be constructed. The PROS Plan identified the need for additional outdoor basketball courts.

***Service Impact:*** Provide a new opportunity for people to engage in active recreation.

*Changes from the 2019-2024 CIP:* Project was moved to Parks Repair & Replacement to build an outdoor Multi-Use Sport Court at Sunset School Park in conjunction with parking lot repairs in 2020.

| OUTDOOR MULTI-USE SPORTS COURT | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 2820361 J.L.# GN277756 | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 2020E | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | | | | | | | | | | | | - |
| 2-REAL ESTATE ACQUISITION | | | | | | | | | | | | - |
| 3-CONSTRUCTION | | | 75,000 | | | | | | | | | - |
| **TOTAL PROJECT EXPENDITURES** | | | **75,000** | | | | | | | | | **-** |
| **REVENUE SOURCES:** | | | | | | | | | | | | |
| PARK IMPACT FEES | | | 50,000 | | | | | | | | | - |
| YOUTH & AMATEUR SPORTS GRANT | | | 25,000 | | | | | | | | | - |
| GENERAL CAPITAL FUND | | | | | | | | | | | | - |
| **TOTAL PROJECT REVENUES** | | | **75,000** | | | | | | | | | **-** |
| | ELIGIBLE (Y/N) | | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | 750 | | | | | | | | | |
| **IMPACT ON OPERATING BUDGET** | | **2020E** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| LANDSCAPING | | | | | | | | | | | | |
| UTILITIES | | | | | | | | | | | | |
| OTHER | | | | | | | | | | | | |
| **TOTAL IMPACT ON OPERATING BUDGET** | | | | | | | | | | | | |
| **PROJECT TIME LINE:** | | **2020E** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | | | | | | | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | | |
| CONSTRUCTION | | | | | | | | | | | | |

# *PARKS IMPROVEMENTS – SOUND TRANSIT*



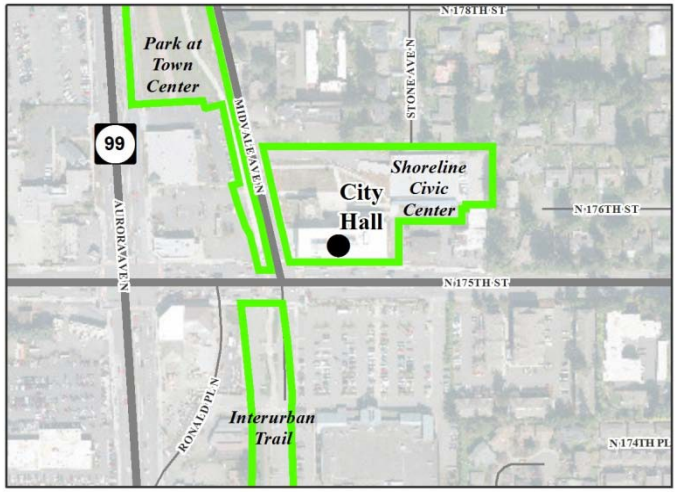

***Project Description:*** The adopted PROS Plan identified a series of park and recreation amenities and potential locations needed to maintain the Shoreline Parks level of service including community garden, basketball courts, off leash area, paved loop path, etc. This project will prepare plans and designs for providing those amenities utilizing Sound Transit funding due to easements and mitigation in Park Properties.

***Service Impact:*** Provide a variety of opportunities to Shoreline residents to play and recreate

*Changes from the 2019-2024 CIP:* new and moved to Parks Facilities Recreation Amenities

| PARKS IMPROVEMENTS-SOUND TRANS | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 2820389 J.L.# GN292662 | | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 2020E | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | | | | | | | | | | | | - |
| 2-REAL ESTATE ACQUISITION | | | | | | | | | | | | - |
| 3-CONSTRUCTION | | | 113,000 | | | | | | | | | - |
| **TOTAL PROJECT EXPENDITURES** | | | **113,000** | | | | | | | | | **-** |
| **REVENUE SOURCES:** | | | | | | | | | | | | |
| GENERAL FUND CONTRIBUTION | | | 113,000 | | | | | | | | | - |
| GENERAL CAPITAL FUND | | | | | | | | | | | | - |
| **TOTAL PROJECT REVENUES** | | | **113,000** | | | | | | | | | **-** |
| | ELIGIBLE (Y/N) | | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | 1,130 | | | | | | | | | |
| **IMPACT ON OPERATING BUDGET** | | **2020E** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| LANDSCAPING | | | | | | | | | | | | |
| UTILITIES | | | | | | | | | | | | |
| OTHER | | | | | | | | | | | | |
| **TOTAL IMPACT ON OPERATING BUDGET** | | | | | | | | | | | | |
| **PROJECT TIME LINE:** | | **2020E** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | | | | | | | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | | |
| CONSTRUCTION | | | | | | | | | | | | |

# *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 2019-2024 CIP:* The project costs have been updated to align with final project costs.

| POLICE STATION AT CITY HALL<br>ORGKEY: 2819298 J.L.# GN258440<br>PHASE | PRIOR-YRS | 2020E | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **PROJECT EXPENDITURES:** | | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 1,014,453 | 19,000 | 66,940 | 34,329 | | | | | | | 34,329 | 1,048,782 |
| 2-REAL ESTATE ACQUISITION | 1,400,877 | | | | | | | | | | | 1,400,877 |
| 3-CONSTRUCTION | 6,453,071 | | 68,979 | 39,732 | | | | | | | 39,732 | 6,492,803 |
| **TOTAL PROJECT EXPENDITURES** | **8,868,400** | **19,000** | **135,919** | **74,061** | | | | | | | **74,061** | **8,942,461** |
| **REVENUE SOURCES:** | | | | | | | | | | | | |
| SALE OF CURRENT POLICE STATION | | | | | | | | | | | | - |
| TREASURY SEIZURE FUND | 2,981,520 | | | | | | | | | | | 2,981,520 |
| GENERAL FUND CONTRIBUTION | 2,526,301 | 1,885,729 | 1,885,729 | 1,885,729 | | | | | | | 1,885,729 | 4,412,030 |
| STATE AND FEDERAL FORFEITURE FUND | 3,818,814 | | | | | | | | | | | 3,818,814 |
| GENERAL CAPITAL FUND | (458,234) | (1,866,729) | (1,749,810) | (1,811,668) | | | | | | | (1,811,668) | (2,269,903) |
| **TOTAL PROJECT REVENUES** | **8,868,400** | **19,000** | **135,919** | **74,061** | | | | | | | **74,061** | **8,942,461** |
| | ELIGIBLE (Y/N) | | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | 690 | | | | | | | | | |
| **IMPACT ON OPERATING BUDGET** | | **2020E** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| LANDSCAPING | | | | | | | | | | | | |
| UTILITIES | | | | | | | | | | | | |
| OTHER | | | | | | | | | | | | |
| **TOTAL IMPACT ON OPERATING BUDGET** | | | | | | | | | | | | |
| **PROJECT TIME LINE:** | | **2020E** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | Q1 Q2 | | | | | | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | | |
| CONSTRUCTION | | | | Q1 Q2 | | | | | | | | |

# FACILITIES

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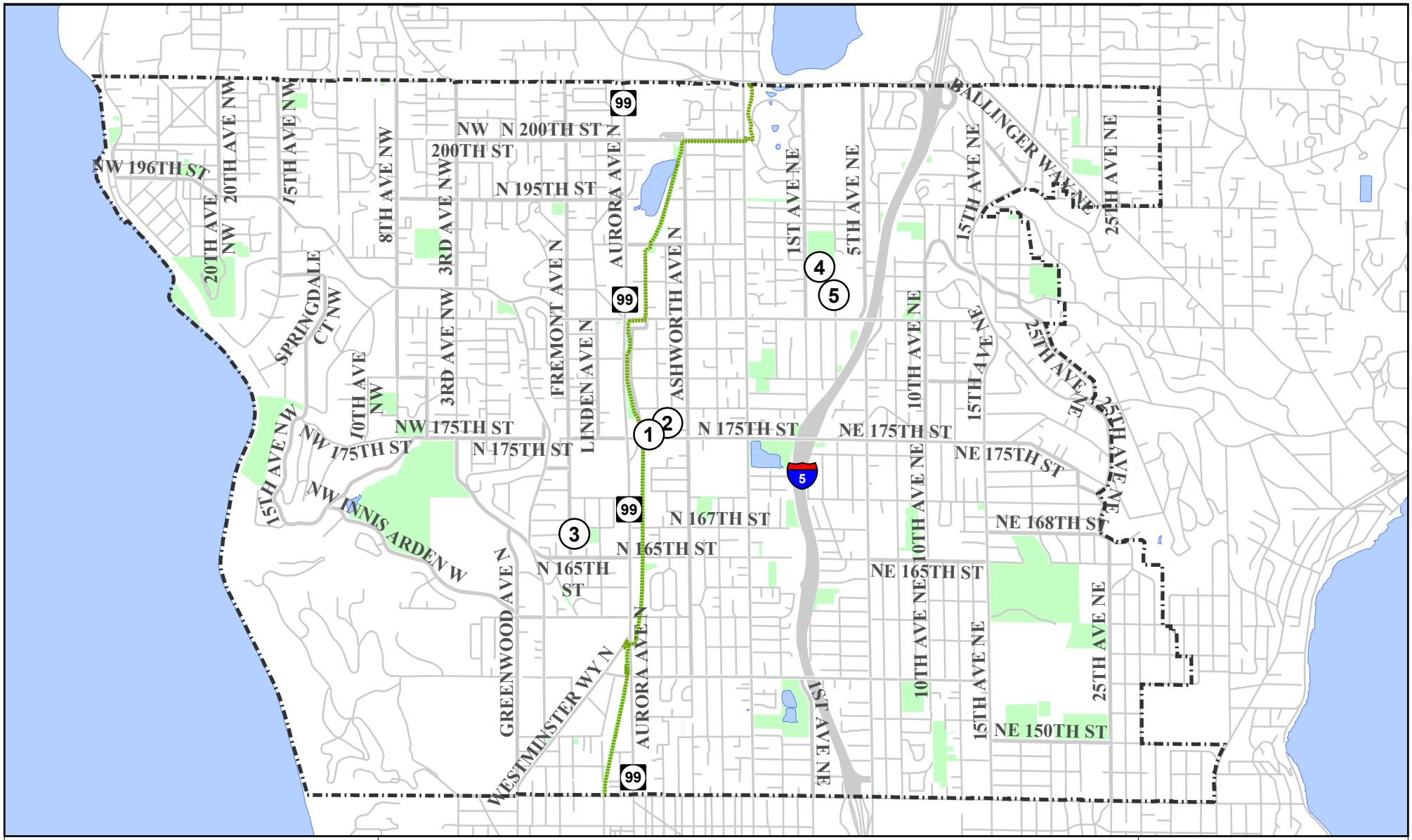
# FACILITIES – MAJOR MAINTENANCE FUND SUMMARY




# City of Shoreline

2019-2026

Capital Improvement Plan

Facilities Major Maintenance

City Project (point)

Interurban Trail

Park

1. City Hall Long-Term Maintenance
2. City Hall Parking Garage Long-Term Maintenance
3. Richmond Highlands Community Center Long-Term Maintenance
4. Shoreline Pool Long-Term Maintenance
5. Spartan Recreation Center

**CITYWIDE IMPROVEMENTS**

Duct Cleaning

Parks Restrooms Long-Term Maintenance

Roof Replace & Major Repair

Feet

0 500 1,000 2,000 3,000 4,000

Date: 10/1/2020 | Request# 27130

**City of Shoreline 2019 - 2026 Capital Improvement Plan**
**Program Summary**
**City Facility Major Maintenance Fund**

| | PRIOR-YRS | 2019CB | 2019E | 2020CB | 2020E | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **PROJECT EXPENDITURES** | | | | | | | | | | | | | | | |
| ***GENERAL FACILITIES*** | | | | | | | | | | | | | | | |
| CITY HALL LONG-TERM MAINTENANCE | 114,750 | 77,904 | 22,147 | (30,818) | 24,939 | 47,086 | 47,086 | 108,400 | 40,000 | 100,000 | 100,000 | 226,618 | - | 622,104 | 736,854 |
| CITY HALL GARAGE LONG-TERM MAINTENANCE | 119,349 | - | - | - | - | - | - | - | 24,192 | - | - | - | - | 24,192 | 143,541 |
| DUCT CLEANING | 10,000 | 4,000 | - | 13,350 | - | 17,350 | - | 10,000 | 13,350 | 10,000 | - | - | - | 33,350 | 43,350 |
| ***PARKS FACILITIES*** | | | | | | | | | | | | | | | |
| PARKS RESTROOMS LONG-TERM MAINTENANCE | 73,779 | 30,000 | 29,119 | - | - | 30,000 | 29,119 | - | - | - | - | - | - | 29,119 | 102,898 |
| RICHMOND HIGHLANDS COMMUNITY CENTER LONG-TERM MAINTENANCE | 289,201 | 35,000 | 45 | 530,000 | 44,955 | 565,000 | 45,000 | 490,000 | 23,284 | - | - | - | - | 558,284 | 847,485 |
| SHORELINE POOL LONG-TERM MAINTENANCE | 1,172,949 | 20,000 | 35,905 | 20,000 | - | 40,000 | 35,905 | - | - | - | - | - | - | 35,905 | 1,208,854 |
| SPARTAN RECREATION CENTER | 19,254 | - | - | 4,500 | - | 4,500 | - | - | - | - | - | - | - | - | 19,254 |
| **TOTAL EXPENDITURES** | **1,888,952** | **166,904** | **87,216** | **537,032** | **69,894** | **703,936** | **157,110** | **608,400** | **100,826** | **110,000** | **100,000** | **226,618** | **-** | **1,302,954** | **3,191,906** |
| **REVENUES** | | | | | | | | | | | | | | | |
| GENERAL FUND OPERATING TRANSFER | | 124,032 | 124,032 | 49,032 | 49,032 | 173,064 | 173,064 | 127,753 | 131,586 | 135,534 | 139,600 | 143,788 | 148,102 | 999,427 | |
| DEPARTMENT OF COMMERCE | | - | - | 490,000 | - | 490,000 | - | 490,000 | - | - | - | - | - | 490,000 | |
| INVESTMENT INTEREST | | 883 | 883 | 192 | 766 | 1,075 | 1,649 | 170 | 883 | 1,175 | 1,771 | 2,728 | 1,046 | 9,423 | |
| **TOTAL REVENUES** | | **124,915** | **124,915** | **539,224** | **49,798** | **664,139** | **174,713** | **617,923** | **132,469** | **136,709** | **141,371** | **146,516** | **149,148** | **1,498,850** | |
| | | | | | | | | | | | | | | | |
| **BEGINNING FUND BALANCE** | | | **58,073** | | **95,772** | **58,073** | **58,073** | **75,676** | **55,199** | **61,842** | **88,551** | **129,922** | **49,820** | **58,073** | |
| TOTAL REVENUES | | | 124,915 | | 49,798 | 664,139 | 174,713 | 617,923 | 132,469 | 136,709 | 141,371 | 146,516 | 149,148 | 1,498,850 | |
| TOTAL EXPENDITURES | | | 87,216 | | 69,894 | 703,936 | 157,110 | 608,400 | 100,826 | 110,000 | 100,000 | 226,618 | - | 1,302,954 | |
| LONG-TERM MAJOR MAINTENANCE RESERVES | | | | | | | | 30,000 | 25,000 | | | | 140,000 | 195,000 | |
| **ENDING FUND BALANCE** | **58,073** | | **95,772** | | **75,676** | **18,276** | **75,676** | **55,199** | **61,842** | **88,551** | **129,922** | **49,820** | **58,969** | **58,969** | |
| 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.

### 2019-2026 CIP Summary

The 2019-2026 City Facilities-Major Maintenance CIP totals $1.303 million.

| Project | Current 2019-2020 | Estimate 2019-2020 | Proposed 2021 | Proposed 2022 | Proposed 2023 | Proposed 2024 | Proposed 2025 | Proposed 2026 | Total 2019-2026 |
|---|---|---|---|---|---|---|---|---|---|
| ***Expenditures:*** | | | | | | | | | |
| General Facilities | $64,436 | $47,086 | $118,400 | $77,542 | $110,000 | $100,000 | $226,618 | $0 | $679,646 |
| Parks Facilities | $639,500 | $110,024 | $490,000 | $23,284 | $0 | $0 | $0 | $0 | $623,308 |
| **Total Expenditures** | **$703,936** | **$157,110** | **$608,400** | **$100,826** | **$110,000** | **$100,000** | **$226,618** | **$0** | **$1,302,954** |
| ***Change in Fund Balance:*** | | | | | | | | | |
| Beginning Fund Balance | $58,073 | $58,073 | $75,676 | $55,199 | $61,842 | $88,551 | $129,922 | $49,820 | $58,073 |
| Total Revenues | $664,139 | $174,713 | $617,923 | $132,469 | $136,709 | $141,371 | $146,516 | $149,148 | $1,498,850 |
| Total Expenditures | $703,936 | $157,110 | $608,400 | $100,826 | $110,000 | $100,000 | $226,618 | $0 | $1,302,954 |
| Long-Term Major Maintenance Reserves | $0 | $0 | $30,000 | $25,000 | $0 | $0 | $0 | $140,000 | $195,000 |
| **Ending Fund Balance** | **$18,276** | **$75,676** | **$55,199** | **$61,842** | **$88,551** | **$129,922** | **$49,820** | **$58,969** | **$58,969** |

## *Policy Issues*

**General Fund Support:** The six-year CIP includes annual contributions 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. After the City Hall parking structure was completed, an annual transfer 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 |
| **All Facilities** | VAV/TU Units | $391,000 | |
| | VAV/TU Units Control Upgrades | $227,000 | |
| **City Hall** | Roof Top Units 1, 2, 3, 4 & Elevator Split | $662,000 | |
| | Elevator Equipment Replacement | $1,000,000 | |
| | Roof Replacement | $696,000 | |
| | Carpet Replacement | $296,000 | |
| **Police Station** | Supply Fan & Split System | $113,000 | |
| | Roof Replacement | $312,000 | |

| PROJECT TITLE | PROJECT DESCRIPTION | ESTIMATED LOW | ESTIMATED HIGH |
|---|---|---|---|
| **Hamlin Maintenance Facility** | Furnace Replacement – Two Split Units | $50,000 | |

# *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.

**2021:** Exterior Envelope and Roof Maintenance
**2022:** Exterior Envelope and Roof Maintenance
**2023:** HVAC system major maintenance
**2024:** Replace Green Roof Components
**2025**: Replace 2nd & 4th floor carpets

***Service Impact:*** These projects will preserve the function and appearance of the building and will upgrade interior and exterior.

*Changes from the 2019-2024 CIP*: Increased ongoing funding for annual maintenance

| CITY HALL LONG-TERM MAINTENANCE | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 3119319 J.L.# MA266400 | | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 2020E | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 3,047 | | | 611 | | | 20,000 | 10,000 | | | 30,611 | 33,658 |
| 3-CONSTRUCTION | 111,703 | 24,939 | 47,086 | 46,475 | 108,400 | 40,000 | 80,000 | 90,000 | 226,618 | | 591,493 | 703,196 |
| **TOTAL PROJECT EXPENDITURES** | **114,750** | **24,939** | **47,086** | **47,086** | **108,400** | **40,000** | **100,000** | **100,000** | **226,618** | | **622,104** | **736,854** |
| **REVENUE SOURCES:** | | | | | | | | | | | | |
| FACILITIES CAPITAL FUND | 114,750 | 24,939 | 47,086 | 47,086 | 108,400 | 40,000 | 100,000 | 100,000 | 226,618 | | 622,104 | 736,854 |
| **TOTAL PROJECT REVENUES** | **114,750** | **24,939** | **47,086** | **47,086** | **108,400** | **40,000** | **100,000** | **100,000** | **226,618** | | **622,104** | **736,854** |
| | ELIGIBLE (Y/N) | | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **N** | | | | | | | | | | | |
| **PROJECT TIME LINE:** | | **2020E** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | 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 | | | |

# *CITY HALL PARKING GARAGE LONG-TERM MAINTENANCE*

***Project Description:*** The parking garage requires on-going maintenance to assure the upper level remains watertight. 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.

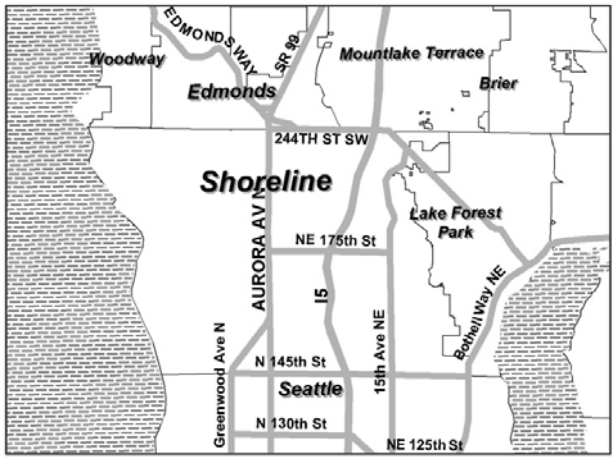
**2022:** Surface touch up and repairs to address larger maintenance issues.

***Service Impact:*** This project will preserve the City's parking garage from deteriorating prematurely from water erosion.

*Changes from the 2019-2024 CIP*: no changes

| CITY HALL GARAGE LONG-TERM MAINTENANCE | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 3119320 J.L.# MA266500 | | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 2020E | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| PROJECT EXPENDITURES: | | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 304 | | | | | | | | | | | 304 |
| 3-CONSTRUCTION | 119,045 | | | | | 24,192 | | | | | 24,192 | 143,237 |
| TOTAL PROJECT EXPENDITURES | 119,349 | | | | | 24,192 | | | | | 24,192 | 143,541 |
| REVENUE SOURCES: | | | | | | | | | | | | |
| FACILITIES CAPITAL FUND | 119,349 | | | | | 24,192 | | | | | 24,192 | 143,541 |
| TOTAL PROJECT REVENUES | 119,349 | | | | | 24,192 | | | | | 24,192 | 143,541 |
| | ELIGIBLE (Y/N) | | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | N | | | | | | | | | | | |
| PROJECT TIME LINE: | | 2020E | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | | |
| PROJECT ADMINISTRATION | | | | | | | | | | | | |
| CONSTRUCTION | | | | | | Q2 Q3 | | | | | | |

# *HVAC DUCT CLEANING CITYWIDE*



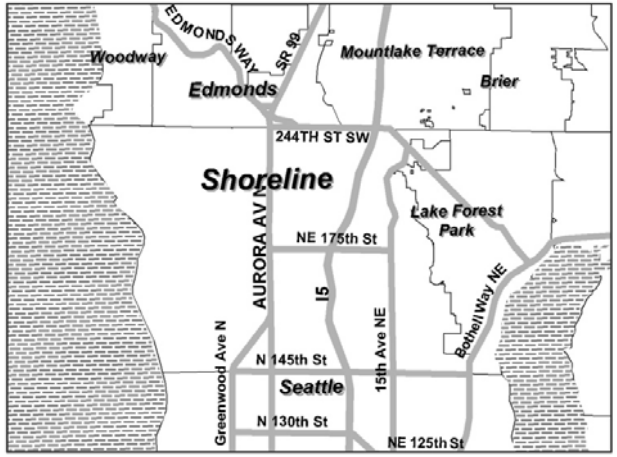

***Project Description:*** This is an on-going program for initial and on-going cleaning of air ducts in the pool, community centers and other buildings to increase the life span of systems, reduce future maintenance, save energy, and improve air quality for staff and users of City facilities. In addition, 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.

***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 2019-2024 CIP*: no changes

| DUCT CLEANING<br>ORGKEY: 3119348 J.L.# MA272100<br>PHASE | PRIOR-YRS | 2020E | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **PROJECT EXPENDITURES:** | | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | | | 1,350 | | | 1,350 | | | | | 1,350 | 1,350 |
| 3-CONSTRUCTION | 10,000 | | 16,000 | | 10,000 | 12,000 | 10,000 | | | | 32,000 | 42,000 |
| **TOTAL PROJECT EXPENDITURES** | **10,000** | | **17,350** | | **10,000** | **13,350** | **10,000** | | | | **33,350** | **43,350** |
| **REVENUE SOURCES:** | | | | | | | | | | | | |
| FACILITIES CAPITAL FUND | 10,000 | | 17,350 | | 10,000 | 13,350 | 10,000 | | | | 33,350 | 43,350 |
| **TOTAL PROJECT REVENUES** | **10,000** | | **17,350** | | **10,000** | **13,350** | **10,000** | | | | **33,350** | **43,350** |
| | ELIGIBLE (Y/N) | | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **N** | | | | | | | | | | | |
| **PROJECT TIME LINE:** | | **2020E** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | Q3 | | | Q3 | | | | | | |
| CONSTRUCTION | | | Q3 | | Q3 | Q3 | Q3 | | | | | |

# *PARK RESTROOMS LONG-TERM MAINTENANCE*




***Project Description:*** This project continues to provide limited restroom remodels based on the NAC facility assessment and prioritization performed in 2016.

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 provides for epoxy floor overlay, new partitions interior paint, new lighting, accessories and hand dryers. The main fixtures will be reused. All below grade infrastructure is cleaned and serviced.

***Service Impact:*** This project enhances visibility and safety to users of City Facilities.

*Changes from the 2019-2024 CIP:* no changes- no funding allocated at this time

| PARKS RESTROOMS LONG-TERM MAINTENANCE | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 3121332 J.L.# MA268900 | | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 2020E | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | | | | | | | | | | | | - |
| 3-CONSTRUCTION | 73,779 | | 30,000 | 29,119 | | | | | | | 29,119 | 102,898 |
| **TOTAL PROJECT EXPENDITURES** | **73,779** | | **30,000** | **29,119** | | | | | | | **29,119** | **102,898** |
| **REVENUE SOURCES:** | | | | | | | | | | | | |
| FUTURE FUNDING | | | | | | | | | | | | - |
| FACILITIES CAPITAL FUND | 73,779 | | 30,000 | 29,119 | | | | | | | 29,119 | 102,898 |
| **TOTAL PROJECT REVENUES** | **73,779** | | **30,000** | **29,119** | | | | | | | **29,119** | **102,898** |
| | ELIGIBLE (Y/N) | | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **N** | | | | | | | | | | | |
| **PROJECT TIME LINE:** | | **2020E** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | | | | | | | | | |
| CONSTRUCTION | | | | Q2 Q3 | | | | | | | | |

# *RICHMOND HIGHLANDS COMMUNITY CENTER LONG-TERM MAINTENANCE*

***Project Description:*** This project is required to keep the facility safe and in proper operating condition.

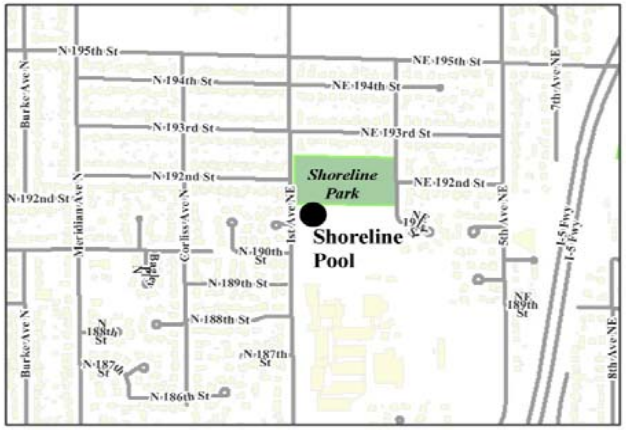
**2021:** Design of roof replacement including fire suppression system
**2022:** Furnace Replacement

***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 2019-2024 CIP*: Added $23,284 to fund the furnace replacement.

| RICHMOND HIGHLANDS COMMUNITY CENTER LONG-TERM MAINT | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 3121220 J.L.# MULTIPLE | | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 2020E | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 29,195 | 44,955 | | 44,955 | | | | | | | 44,955 | 74,150 |
| 3-CONSTRUCTION | 260,006 | | 565,000 | 45 | 490,000 | 23,284 | | | | | 513,329 | 773,335 |
| **TOTAL PROJECT EXPENDITURES** | **289,201** | **44,955** | **565,000** | **45,000** | **490,000** | **23,284** | | | | | **558,284** | **847,485** |
| **REVENUE SOURCES:** | | | | | | | | | | | | |
| DEPARTMENT OF COMMERCE | | | 490,000 | | 490,000 | | | | | | 490,000 | 490,000 |
| FACILITIES CAPITAL FUND | 289,201 | 44,955 | 75,000 | 45,000 | | 23,284 | | | | | 68,284 | 357,485 |
| **TOTAL PROJECT REVENUES** | **289,201** | **44,955** | **565,000** | **45,000** | **490,000** | **23,284** | | | | | **558,284** | **847,485** |
| | ELIGIBLE (Y/N) | | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **N** | | | | | | | | | | | |
| **PROJECT TIME LINE:** | | **2020E** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | Q1 Q2 Q3 Q4 | Q4 | Q1 Q2 Q3 Q4 | Q1 | | | | | | |
| CONSTRUCTION | | | Q1 Q2 Q3 Q4 | Q4 | Q1 Q2 Q3 Q4 | | | | | | | |

# *SHORELINE POOL LONG-TERM MAINTENANCE*



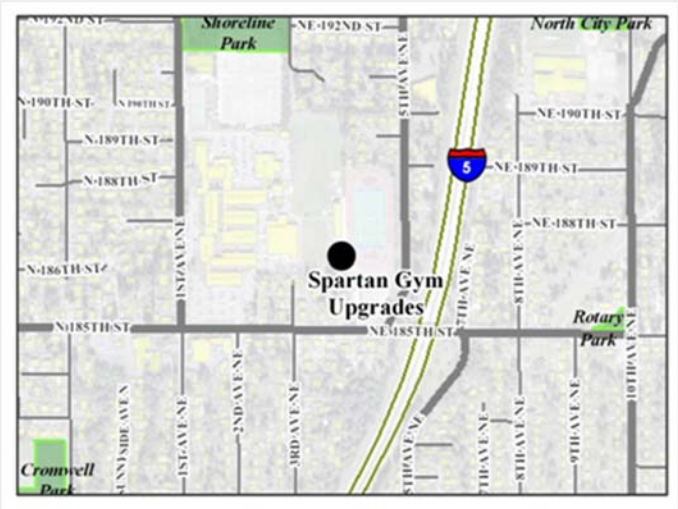

***Project Description:*** In 2016, this project completed major long-term maintenance needs at the Shoreline Pool required to keep the facility safe and in proper operating condition. Pool Operations have been suspended and the pool is closed.

***Service Impact: Aquatic Programs are not currently funded.***

*Changes from the 2019-2024 CIP:* Project eliminated due to Pool closed permanently.

| SHORELINE POOL LONG-TERM MAINTENANCE | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 3121180 J.L.# MULTIPLE | | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 2020E | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 145,219 | | | 11,110 | | | | | | | 11,110 | 156,329 |
| 3-CONSTRUCTION | 1,027,730 | | 40,000 | 24,795 | | | | | | | 24,795 | 1,052,525 |
| **TOTAL PROJECT EXPENDITURES** | **1,172,949** | | **40,000** | **35,905** | | | | | | | **35,905** | **1,208,854** |
| **REVENUE SOURCES:** | | | | | | | | | | | | |
| SHORELINE SCHOOL DISTRICT | 50,000 | | | | | | | | | | | 50,000 |
| GENERAL FUND CONTRIBUTION | 600,000 | | | | | | | | | | | 600,000 |
| FACILITIES CAPITAL FUND | 522,949 | | 40,000 | 35,905 | | | | | | | 35,905 | 558,854 |
| **TOTAL PROJECT REVENUES** | **1,172,949** | | **40,000** | **35,905** | | | | | | | **35,905** | **1,208,854** |
| | ELIGIBLE (Y/N) | | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **N** | | | | | | | | | | | |
| **PROJECT TIME LINE:** | | **2020E** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | | | | | | | | | |
| CONSTRUCTION | | Q1 Q2 | | Q1 Q2 | | | | | | | | |

# *SPARTAN RECREATION CENTER*




***Project Description:*** This project is required to keep the facility safe and in proper operating condition.

***Service Impact:*** This project will 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 2019-2024 CIP*: no changes

| SPARTAN RECREATION CENTER | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 3121297 J.L.# MULTIPLE | | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 2020E | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | | | | | | | | | | | | - |
| 3-CONSTRUCTION | 19,254 | | 4,500 | | | | | | | | | 19,254 |
| **TOTAL PROJECT EXPENDITURES** | **19,254** | | **4,500** | | | | | | | | | **19,254** |
| **REVENUE SOURCES:** | | | | | | | | | | | | |
| FACILITIES CAPITAL FUND | 19,254 | | 4,500 | | | | | | | | | 19,254 |
| **TOTAL PROJECT REVENUES** | **19,254** | | **4,500** | | | | | | | | | **19,254** |
| | ELIGIBLE (Y/N) | | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **N** | | | | | | | | | | | |
| **PROJECT TIME LINE:** | | **2020E** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | | | | | | | | | |
| CONSTRUCTION | | Q3 Q4 | Q3 Q4 | | | | | | | | | |

# ROADS CAPITAL

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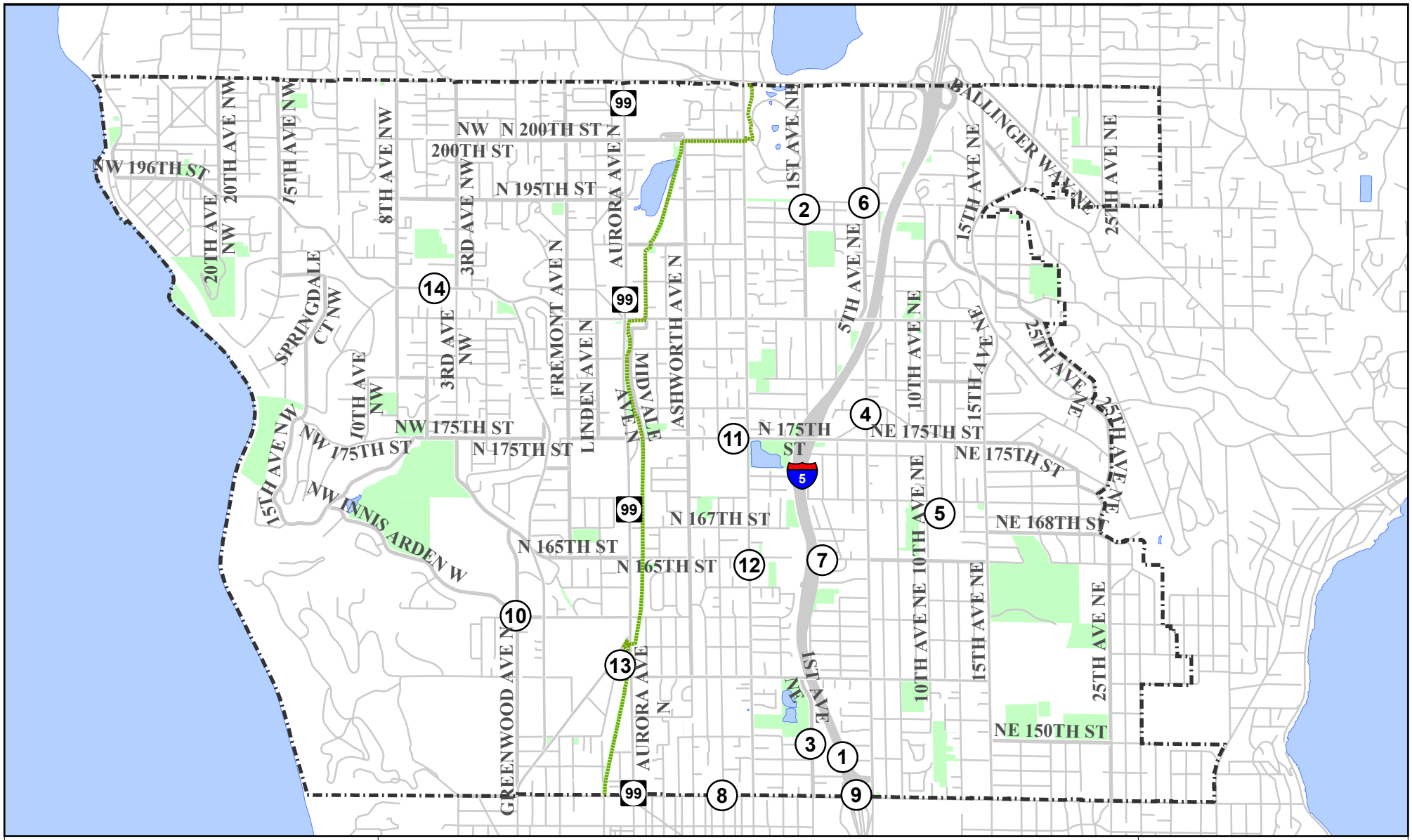
# ROADS CAPITAL FUND SUMMARY




# City of Shoreline

2019-2026

Capital Improvement Plan

Road Major Maintenance

City Project (point)

Interurban Trail

Park

0 500 1,000 2,000 3,000 4,000 Feet

Date: 10/1/2020 | Request# 27130

1. 147th-148th Non-Motorized Bridge
2. New Sidewalks, 1st Ave: N 192nd St to N 195th St
3. 1st Ave NE, 145th to 155th
4. NSP 5th Ave NE, 175th to 182nd
5. Ridgecrest Safe Route to School
6. NE 195th St, 5th Ave to Pedestrian Bridge
7. Trail Along the Rail
8. 145th St Corridor Improvements, SR99 to I5
9. 145th Interchange Improvements
10. 160th and Greenwood/Innis Arden Intersection
11. N 175th St, Stone Ave to I5
12. Meridian Ave Safety
13. Westminster and 155th Intersection Improvements
14. Richmond Beach MdBlk Xing/Rect

## CITYWIDE IMPROVEMENTS

Annual Road Surface Maintenance
New Sidewalk Program
Sidewalk Rehabilitation Program
Traffic Safety Improvements
Traffic Signal Rehabilitation Program

**City of Shoreline 2019 - 2026 Capital Improvement Plan**
**Program Summary**
**Roads Capital Fund**

| | PRIOR-YRS | 2019CB | 2019E | 2020CB | 2020E | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **PROJECT EXPENDITURES** | | | | | | | | | | | | | | | |
| ***REPAIR AND REPLACEMENT*** | | | | | | | | | | | | | | | |
| **Pedestrian / Non-Motorized Projects** | | | | | | | | | | | | | | | |
| SIDEWALK REHABILITATION PROGRAM | (0) | 775,017 | 92,547 | 982,517 | 285,000 | 1,757,534 | 377,547 | 400,000 | 314,000 | - | - | - | - | 1,091,547 | 1,091,547 |
| **System Preservation Projects** | | | | | | | | | | | | | | | |
| ANNUAL ROAD SURFACE MAINTENANCE PROGRAM | 13,329,444 | 3,210,925 | 2,729,189 | 1,710,000 | 1,331,913 | 4,920,925 | 4,061,102 | 650,000 | 1,350,000 | 530,000 | 530,000 | 530,000 | 530,000 | 8,181,102 | 21,510,546 |
| TRAFFIC SIGNAL REHABILITATION PROGRAM | 1,746,553 | 187,628 | 184,596 | 134,010 | 134,010 | 321,638 | 318,606 | 140,711 | 147,747 | 152,180 | 156,745 | 156,745 | 156,745 | 1,229,479 | 2,976,032 |
| ***CAPACITY CONSTRUCTION*** | | | | | | | | | | | | | | | |
| **Pedestrian / Non-Motorized Projects** | | | | | | | | | | | | | | | |
| NEW SIDEWALKS PROGRAM | - | 581,583 | 13,154 | 3,663,417 | 200,000 | 4,245,000 | 213,154 | 1,200,000 | 3,500,000 | 2,800,000 | 4,000,000 | 4,500,000 | 4,500,000 | 20,713,154 | 20,713,154 |
| 147TH/148TH NON-MOTORIZED BRIDGE | 4,016 | 400,000 | 226,127 | 1,683,838 | 1,400,000 | 2,083,838 | 1,626,127 | 3,326,348 | 3,925,165 | - | - | 16,926,523 | - | 25,804,163 | 25,808,179 |
| NSP 1ST AVE NE (N 192ND TO N 195TH) | - | - | - | - | 240,000 | - | 240,000 | 691,792 | 650,000 | - | - | - | - | 1,581,792 | 1,581,792 |
| 1ST AVE NE (N 145TH TO N 155TH) | - | 400,000 | - | 2,140,000 | 1,000 | 2,540,000 | 1,000 | 300,000 | 399,000 | 1,300,000 | - | - | - | 2,000,000 | 2,000,000 |
| NSP 5TH AVE NE (N 175TH TO N 182ND) | - | - | - | 400,000 | 410,000 | 400,000 | 410,000 | 1,880,011 | 2,180,000 | - | - | - | - | 4,470,011 | 4,470,011 |
| RIDGECREST SAFE ROUTES TO SCHOOL | - | - | - | 20,000 | 20,000 | 20,000 | 20,000 | 147,500 | 210,800 | - | - | - | - | 378,300 | 378,300 |
| N 195TH ST BRIDGE CONNECTOR | - | - | - | 50,000 | 50,000 | 50,000 | 50,000 | 437,500 | 12,500 | - | - | - | - | 500,000 | 500,000 |
| TRAIL ALONG THE RAIL | 90,882 | 329,117 | 1,500 | - | - | 329,117 | 1,500 | 327,618 | - | - | - | - | - | 329,118 | 420,000 |
| **Safety / Operations Projects** | | | | | | | | | | | | | | | |
| 145TH CORRIDOR - 99TH TO I5 | 722,200 | 977,800 | 893,149 | 7,784,000 | 4,812,206 | 8,761,800 | 5,705,355 | 7,513,071 | 12,925,303 | 10,138,108 | 9,742,555 | 9,568,555 | 8,022,243 | 63,615,190 | 64,337,390 |
| 145TH AND I5 INTERCHANGE | 614,575 | 200,000 | 200,000 | 1,500,000 | 1,500,000 | 1,700,000 | 1,700,000 | 4,161,905 | 638,095 | 18,500,000 | - | - | - | 25,000,000 | 25,614,575 |
| 160TH AND GREENWOOD/INNIS ARDEN INTERSECTION | 3,453 | 101,548 | 131,139 | - | 800 | 101,548 | 131,939 | - | 100,000 | 270,000 | 1,710,000 | - | - | 2,211,939 | 2,215,392 |
| N 175TH ST - STONE AVE N TO I5 | 10,807 | 1,239,193 | 503,158 | 2,400,000 | 1,189,560 | 3,639,193 | 1,692,718 | 1,475,000 | 1,475,000 | 4,040,000 | 40,000 | 9,040,000 | 4,040,000 | 21,802,718 | 21,813,525 |
| MERIDIAN AVE SAFE IMPR | - | - | 13,154 | 50,000 | 168,100 | 50,000 | 181,254 | 558,200 | 501,800 | - | - | - | - | 1,241,254 | 1,241,254 |
| WESTMINSTER AND 155TH IMPROVEMENTS | 509,296 | 219,284 | 128,426 | 5,040,000 | 4,160,359 | 5,259,284 | 4,288,785 | 11,311 | - | - | - | - | - | 4,300,096 | 4,809,392 |
| TRAFFIC SAFETY IMPROVEMENTS | 2,013,161 | 224,382 | 172,221 | 167,005 | 167,005 | 391,387 | 339,226 | 175,355 | 184,123 | 193,330 | 199,130 | 199,130 | 199,130 | 1,489,424 | 3,502,585 |
| RICHMOND BEACH MDBLK XING/RECT | - | 41,700 | 130 | 176,000 | 217,700 | 217,700 | 217,830 | 1,166,600 | 20,264 | - | - | - | - | 1,404,694 | 1,404,694 |
| ***PROJECTS TO BE COMPLETED IN CURRENT BIENNIUM (2019-2020)*** | | | | | | | | | | | | | | | |
| DRIVEWAY RELOCATION RICHMOND BEACH RD | - | - | - | 60,000 | 85,000 | 60,000 | 85,000 | - | - | - | - | - | - | 85,000 | 85,000 |
| 185TH CORRIDOR STUDY | 206,431 | 375,691 | 323,307 | 15,000 | 36,458 | 390,691 | 359,765 | - | - | - | - | - | - | 359,765 | 566,196 |
| CURB RAMP, GUTTER AND SIDEWALK MAINTENANCE PROGRAM | 2,560,004 | 13,670 | 28,504 | - | 482 | 13,670 | 28,986 | - | - | - | - | - | - | 28,986 | 2,588,990 |
| WTSC SCHOOL ZONE FLASHERS | 1,610 | 125,878 | 206,413 | - | - | 125,878 | 206,413 | - | - | - | - | - | - | 206,413 | 208,023 |
| COMPLETE STREETS- PED/BIKE GAPS | 298,229 | 5,000 | 3,100 | - | - | 5,000 | 3,100 | - | - | - | - | - | - | 3,100 | 301,329 |
| MERIDIAN AVE N & N 155TH ST SIGNAL IMPROV | 169,797 | 481,085 | 942,374 | - | 10,000 | 481,085 | 952,374 | - | - | - | - | - | - | 952,374 | 1,122,171 |
| ECHO LAKE SAFE ROUTES TO SCHOOL | 602,242 | - | 1,335 | - | - | - | 1,335 | - | - | - | - | - | - | 1,335 | 603,577 |
| ***NON-PROJECT SPECIFIC*** | | | | | | | | | | | | | | | |
| ROADS CAPITAL ENGINEERING | 2,767,856 | 409,035 | 518,455 | 461,992 | 544,378 | 871,027 | 1,062,833 | 539,617 | 642,037 | 642,037 | 661,298 | 681,137 | 683,180 | 4,912,139 | 7,679,995 |
| TRANSPORTATION MASTER PLAN UPDATE | 785,478 | 130,774 | 50,555 | 343,600 | 125,000 | 474,374 | 175,555 | 351,500 | 266,500 | 198,500 | - | - | - | 992,055 | 1,777,533 |
| GENERAL FUND COST ALLOCATION OVERHEAD CHARGE | | 192,330 | 192,330 | 104,687 | 104,687 | 297,017 | 297,017 | 107,997 | 107,997 | 50,000 | 50,000 | 50,000 | 50,000 | 713,011 | 713,011 |
| **TOTAL EXPENDITURES** | **26,436,036** | **10,621,640** | **7,554,863** | **28,886,066** | **17,193,658** | **39,507,706** | **24,748,521** | **25,562,036** | **29,550,331** | **38,814,155** | **17,089,728** | **41,652,090** | **18,181,298** | **195,598,159** | **222,034,195** |
| **REVENUES** | | | | | | | | | | | | | | | |
| REAL ESTATE EXCISE TAX | | 1,164,953 | 1,357,881 | 1,168,119 | 1,390,552 | 2,333,072 | 2,748,433 | 1,080,213 | 1,109,160 | 1,122,904 | 1,277,450 | 1,405,001 | 1,533,825 | 10,276,986 | |
| INVESTMENT INTEREST | | 39,364 | 39,364 | 46,269 | 46,269 | 85,633 | 85,633 | 8,467 | 57,328 | 32,876 | 19,949 | 14,602 | 10,407 | 229,260 | |
| GENERAL FUND CONTRIBUTION | | 984,551 | 668,453 | 552,486 | 535,626 | 1,537,037 | 1,204,079 | 480,656 | 173,910 | 97,651 | 97,651 | 97,651 | 97,651 | 2,249,249 | |
| SURFACE WATER UTILITY FUND CONTRIBUTION | | - | - | - | 500,000 | - | 500,000 | - | - | - | - | - | - | 500,000 | |
| BOND PROCEEDS FOR NEW SIDEWALKS | | 581,583 | 13,154 | 3,663,417 | 440,000 | 4,245,000 | 453,154 | 2,181,803 | 5,530,000 | 2,800,000 | 4,000,000 | 4,500,000 | 4,500,000 | 23,964,957 | |
| CONNECTING WASHINGTON | | - | - | 6,784,000 | 3,417,190 | 6,784,000 | 3,417,190 | 9,029,075 | 6,563,237 | 3,148,922 | 174,000 | - | - | 22,332,424 | |
| FEDERAL - STP | | 3,031,356 | 1,656,466 | 5,695,020 | 5,226,277 | 8,726,376 | 6,882,743 | 4,234,353 | 1,899,001 | 5,317,489 | - | - | - | 18,333,586 | |
| FUTURE FUNDING | | 600,000 | - | 5,060,000 | - | 5,660,000 | - | - | 6,481,975 | 10,051,448 | 9,568,555 | 29,371,734 | 10,622,243 | 66,095,955 | |
| HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) | | 411,468 | 406,126 | 240,930 | 364,030 | 652,398 | 770,156 | 1,713,950 | 438,520 | - | - | - | - | 2,922,626 | |
| SOUND TRANSIT | | - | - | - | - | - | - | 989,491 | 2,710,509 | 10,000,000 | - | - | - | 13,700,000 | |
| KC TRAIL LEVY FUNDING RENEWAL | | - | - | - | - | - | - | 1,412,000 | 1,214,656 | - | - | 2,123,344 | - | 4,750,000 | |
| LIGHT RAIL ACCESS MITIGATION | | - | - | - | 411,000 | - | 411,000 | 1,890,000 | 399,000 | 1,300,000 | - | - | - | 4,000,000 | |
| PRIVATE DONATIONS | | - | - | 2,120,000 | 487,000 | 2,120,000 | 487,000 | 1,354,000 | 100,000 | 270,000 | 1,710,000 | - | - | 3,921,000 | |
| SAFE ROUTES TO SCHOOL | | - | - | 20,000 | 20,000 | 20,000 | 20,000 | 147,500 | 201,500 | - | - | - | - | 369,000 | |
| TRANSPORTATION IMPROVEMENT BOARD | | - | 76,641 | 50,000 | 3,223,359 | 50,000 | 3,300,000 | 437,500 | 12,500 | - | - | - | - | 3,750,000 | |
| TRANSPORTATION BENEFIT DISTRICT | | 1,452,500 | 2,108,071 | - | 132,483 | 1,452,500 | 2,240,554 | 323,741 | 237,741 | - | - | - | - | 2,802,036 | |
| TRANSPORTATION BENEFIT DISTRICT (*) | | 511,616 | - | - | - | 511,616 | - | - | - | - | - | - | - | - | |
| TRANSPORTATION IMPACT FEES | | 162,000 | 66,800 | 324,000 | 160,591 | 486,000 | 227,391 | 199,125 | 668,576 | 4,040,000 | 40,000 | 4,040,000 | 1,040,000 | 10,255,092 | |
| WSDOT - PEDESTRIAN & BICYCLE SAFETY PROGRAM | | - | - | - | - | - | - | - | - | - | - | - | - | - | |
| **TOTAL REVENUES** | | **8,939,391** | **6,392,956** | **25,724,241** | **16,354,377** | **34,663,632** | **22,747,333** | **25,481,874** | **27,797,613** | **38,181,290** | **16,887,605** | **41,552,332** | **17,804,126** | **190,452,172** | |
| **BEGINNING FUND BALANCE** | | | **5,910,858** | | **4,692,460** | | **5,910,858** | **3,763,179** | **3,583,017** | **1,730,299** | **997,434** | **695,311** | **495,552** | **5,910,858** | |
| TOTAL REVENUES | | | 6,392,956 | | 16,354,377 | | 22,747,333 | 25,481,874 | 27,797,613 | 38,181,290 | 16,887,605 | 41,552,332 | 17,804,126 | 190,452,172 | |
| TOTAL EXPENDITURES | | | 7,554,863 | | 17,193,658 | | 24,748,521 | 25,562,036 | 29,550,331 | 38,814,155 | 17,089,728 | 41,652,090 | 18,181,298 | 195,598,159 | |
| RESTRICTED AMOUNT FOR GRANT MATCHING | | | 56,491 | | 90,000 | | 146,491 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 746,491 | |
| **ENDING FUND BALANCE** | **5,910,858** | | **4,692,460** | | **3,763,179** | | **3,763,179** | **3,583,017** | **1,730,299** | **997,434** | **695,311** | **495,552** | **18,379** | **18,379** | |
| IMPACT ON OPERATING BUDGET | | | 2,510 | | 2,510 | | 5,020 | 2,510 | 2,510 | 2,510 | 6,510 | 2,510 | - | | |

# 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.

### 2019-2026 CIP Summary

The 2019-2026 Roads Capital CIP totals $195.598 million.

| Project | Current 2019-2020 | Estimate 2019-2020 | Proposed 2021 | Proposed 2022 | Proposed 2023 | Proposed 2024 | Proposed 2025 | Proposed 2026 | Total 2019-2026 |
|---|---|---|---|---|---|---|---|---|---|
| ***Expenditures:*** | | | | | | | | | |
| Pedestrian / Non-Motorized Projects | $11,556,367 | $3,150,176 | $8,710,769 | $11,191,465 | $4,100,000 | $4,000,000 | $21,426,523 | $4,500,000 | $57,078,933 |
| System Preservation Projects | $5,256,233 | $4,408,694 | $790,711 | $1,497,747 | $682,180 | $686,745 | $686,745 | $686,745 | $9,439,567 |
| Safety / Operations Projects | $21,052,688 | $15,654,246 | $15,061,442 | $15,844,585 | $33,141,438 | $11,691,685 | $18,807,685 | $12,261,373 | $122,462,454 |
| Non-Project Specific | $1,642,418 | $1,535,405 | $999,114 | $1,016,534 | $890,537 | $711,298 | $731,137 | $733,180 | $6,617,205 |
| **Total Expenditures by Year** | **$39,507,706** | **$24,748,521** | **$25,562,036** | **$29,550,331** | **$38,814,155** | **$17,089,728** | **$41,652,090** | **$18,181,298** | **$195,598,159** |
| ***Change in Fund Balance:*** | | | | | | | | | |
| Beginning Fund Balance | $0 | $5,910,858 | $3,763,179 | $3,583,017 | $1,730,299 | $997,434 | $695,311 | $495,552 | $5,910,858 |
| Total Revenues | $0 | $22,747,333 | $25,481,874 | $27,797,613 | $38,181,290 | $16,887,605 | $41,552,332 | $17,804,126 | $190,452,172 |
| Amount Restricted for Grant Matching | $0 | $146,491 | $100,000 | $100,000 | $100,000 | $100,000 | $100,000 | $100,000 | $746,491 |
| Total Expenditures | $39,507,706 | $24,748,521 | $25,562,036 | $29,550,331 | $38,814,155 | $17,089,728 | $41,652,090 | $18,181,298 | $195,598,159 |
| **Ending Fund Balance** | **($39,507,706)** | **$3,763,179** | **$3,583,017** | **$1,730,299** | **$997,434** | **$695,311** | **$495,552** | **$18,379** | **$18,379** |

## *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.

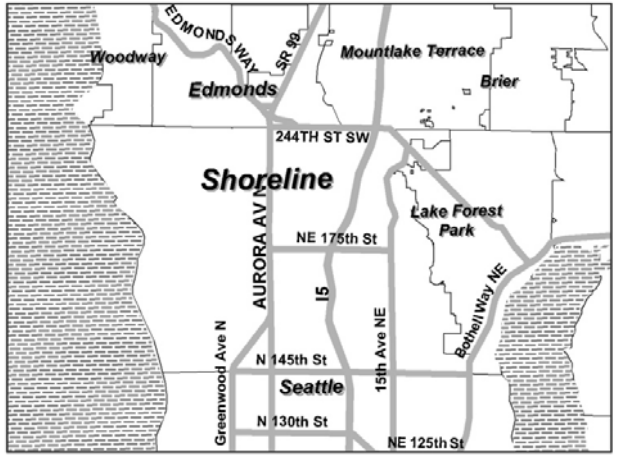
| PROJECT TITLE | PROJECT DESCRIPTION | ESTIMATED LOW | ESTIMATED HIGH |
|---|---|---|---|
| **UNDERFUNDED** | | | |
| **Annual Road Surface Maintenance** | This program protects and maintains the street network through pavement management. The program has primarily been funded by Vehicle License Fees that are not available after passage on I976. | $830,000 | $1,000,000 |
| **147th/148th Non-motorized bridge** | This project will provide pedestrian connectivity to the 145th Sound Transit Station. It is currently fully funded for design, property acquisition and partially funded for construction. . | $14,000,000 | $16,000,000 |
| **145th Corridor Improvements** | This project is part of the 145th Corridor strategy and provides pedestrian, intersection and transit improvements from the I-5 interchange to Aurora Ave N. The project will be constructed in phases with phase 1 (I-5 interchange to Corliss Ave N) being fully funded. | $35,000,000 | $40,000,000 |
| **175th Corridor Improvements** | This project provides multimodal improvements by improving traffic congestion, installing substandard sidewalks and providing transit and bicycle improvements. | $30,000,000 | $35,000,000 |

| PROJECT TITLE | PROJECT DESCRIPTION | ESTIMATED LOW | ESTIMATED HIGH |
|---|---|---|---|
| **UNFUNDED** | | | |
| **Sidewalk Rehabilitation Program** | The ADA transition plan identified over $180 million in improvements to sidewalks and pedestrian facilities to meet the American Disability Act. In 2018, City Council improved a $20 vehicle license fee to support sidewalk repair and rehabilitation. With passage of I976 this revenue is not available to improve sidewalks. | $180,000,000 | $200,000,000 |
| **185th and Meridian Intersection** | Improvements to this intersection are needed to improve congestion, meet level of service standards and improve pedestrian and bicycle improvements in support of the 185th Light Rail station. This intersection is part of the 185th Multimodal Corridor Strategy approved in 2019 but is also identified as a growth project in the 2011 Transportation Master Plan needing improvement to support growth planned in the City | $10,000,000 | $12,000,000 |

| PROJECT TITLE | PROJECT DESCRIPTION | ESTIMATED LOW | ESTIMATED HIGH |
|---|---|---|---|
| **185th Corridor Improvements** | The 185th Multimodal Corridor Strategy identified roadway, transit, pedestrian and bicycle improvements in support of development and the future light rail station on 185th. | $80,000,000 | $85,000,000 |

# *Roads Capital Fund Projects*

## *SIDEWALK REHABILITATION PROGRAM*




***Project Description:*** The Sidewalk Rehabilitation Program includes:

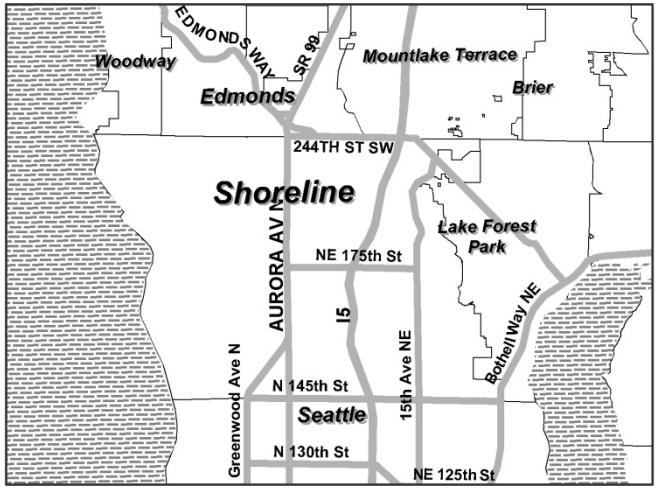
- Repairing and replacing existing cement concrete gutters and sidewalks damaged by tree roots, cracking or settlement.
- Design and construction of curb ramps in compliance with the Americans with Disability Act (ADA) standards

***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:

Changes from the 2019-2024 CIP: Revenue from vehicle license fees has been removed from the program thereby significantly reducing the size of the program.

| SIDEWALK REHABILITATION PROGRAM<br>ORGKEY: 2913373 J.L.# ST283500<br>PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | | 1,757,534 | 192,547 | 175,000 | 114,000 | | | | | 481,547 | 481,547 |
| 2-REAL ESTATE ACQUISITION | | | | | | | | | | | - |
| 3-CONSTRUCTION | | | 185,000 | 225,000 | 200,000 | | | | | 610,000 | 610,000 |
| **TOTAL PROJECT EXPENDITURES** | | **1,757,534** | **377,547** | **400,000** | **314,000** | | | | | **1,091,547** | **1,091,547** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| TRANSPORTATION BENEFIT DISTRICT | | 622,500 | 132,483 | 323,741 | 237,741 | | | | | 693,965 | 693,965 |
| GENERAL FUND CONTRIBUTION | | 305,034 | 245,064 | 76,259 | 76,259 | | | | | 397,582 | 397,582 |
| ROADS CAPITAL FUND | | 830,000 | | | | | | | | | (0) |
| **TOTAL PROJECT REVENUES** | | **1,757,534** | **377,547** | **400,000** | **314,000** | | | | | **1,091,547** | **1,091,547** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | 1,850 | 2,250 | 2,000 | | | | | 6,100 | |
| **PROJECT TIME LINE:** | | | | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | | | | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | |
| CONSTRUCTION | | | | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | | | | | | |

# *ANNUAL ROAD SURFACE MAINTENANCE PROGRAM*



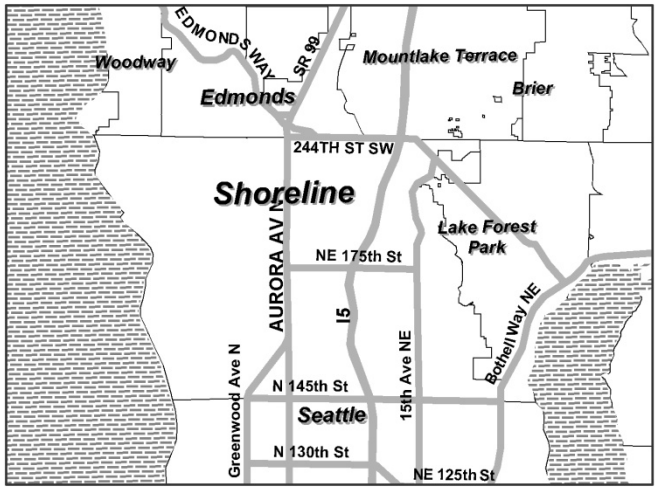

***Project Description:*** The City's long-term road surface maintenance program is designed to maintain the City's road system to the highest condition rating with the funds available. The City is continually exploring the utilization of treatment strategies as new technologies are developed that are cost effective and that optimize the overall condition of the pavement network. Currently, the City's program is using various thicknesses of asphalt overlay and bituminous surface treatments (BST) as pavement treatment technologies.

***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. The BST program is implemented in odd-numbered years while the overlay program is implemented in even-numbered years.

*Changes from 2019-2024 CIP:* Revenue from the Transportation Benefit District/ Vehicle License Fee has been removed and expenditures adjusted accordingly.

| ANNUAL ROAD SURFACE MAINTENANCE PROGRAM | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 2918151 J.L.# Multiple | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 4,935,552 | 4,920,925 | 848,847 | 144,274 | 300,000 | 70,000 | 70,000 | 70,000 | 70,000 | 1,573,121 | 6,508,673 |
| 2-REAL ESTATE ACQUISITION | 1,227 | | | | | | | | | | 1,227 |
| 3-CONSTRUCTION | 8,392,665 | | 3,212,255 | 505,726 | 1,050,000 | 460,000 | 460,000 | 460,000 | 460,000 | 6,607,981 | 15,000,646 |
| **TOTAL PROJECT EXPENDITURES** | **13,329,444** | **4,920,925** | **4,061,102** | **650,000** | **1,350,000** | **530,000** | **530,000** | **530,000** | **530,000** | **8,181,102** | **21,510,546** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| GENERAL FUND CONTRIBUTION | 500,000 | | | | | | | | | | 500,000 |
| TRANSPORTATION BENEFIT DISTRICT | 4,454,224 | 830,000 | 2,108,071 | | | | | | | 2,108,071 | 6,562,295 |
| TRANSPORTATION BENEFIT DISTRICT (*) | | 511,616 | | | | | | | | | - |
| FEDERAL - STP | 987,086 | 585,309 | 585,309 | | | | | | | 585,309 | 1,572,395 |
| ROADS CAPITAL FUND | 7,388,134 | 2,994,000 | 1,367,722 | 650,000 | 1,350,000 | 530,000 | 530,000 | 530,000 | 530,000 | 5,487,722 | 12,875,856 |
| **TOTAL PROJECT REVENUES** | **13,329,444** | **4,920,925** | **4,061,102** | **650,000** | **1,350,000** | **530,000** | **530,000** | **530,000** | **530,000** | **8,181,102** | **21,510,546** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | 9,879 | 5,057 | 10,500 | 4,600 | 4,600 | 4,600 | 4,600 | 43,836 | |
| **PROJECT TIME LINE:** | | | | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| 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 | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | |
| CONSTRUCTION | | | | Q3 Q4 | Q3 Q4 | Q3 Q4 | Q3 Q4 | Q3 Q4 | Q3 Q4 | | |

# *TRAFFIC SIGNAL REHABILITATION PROGRAM*



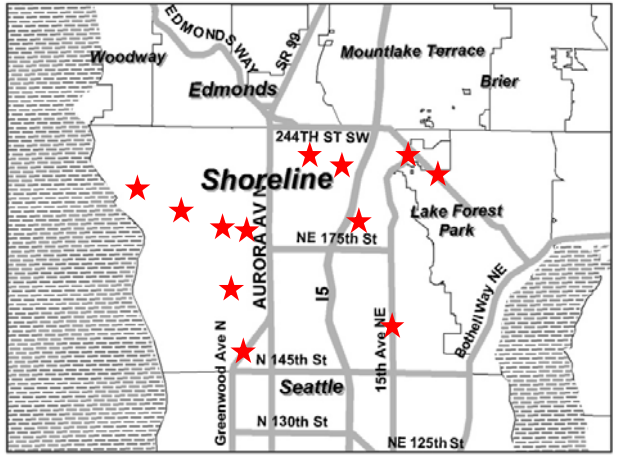

***Project Description:*** Shoreline currently owns and operates 46 traffic signals. The typical life span of the electronic hardware is 20 years. This annual program updates and replaces existing traffic signal controllers, cabinets, detection, and other components. These updates enable implementation of new technology and additional features that improve signal operations such as leading pedestrian intervals, flashing yellow arrow operation, camera detection with automated traffic data collection, backup battery power, emergency response pre-emption, transit signal priority, and phase changes. Planned improvements for 2021/2022 include installation of wireless communication at 4 intersections, camera detection with automated traffic data collection technology at 4 intersections, and other minor equipment upgrades at various locations.

***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 2019-2024 CIP:* Includes the addition of funding for projects in 2025 and 2026.

| TRAFFIC SIGNAL REHABILITATION PROGRAM<br>ORGKEY: 2915228 J.L.# ST111400<br>PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 303,292 | 187,628 | 49,524 | 45,000 | 47,250 | 48,668 | 50,128 | 50,128 | 50,128 | 340,826 | 644,118 |
| 2-REAL ESTATE ACQUISITION | | | | | | | | | | | - |
| 3-CONSTRUCTION | 1,443,262 | 134,010 | 269,082 | 95,711 | 100,497 | 103,512 | 106,617 | 106,617 | 106,617 | 888,653 | 2,331,915 |
| **TOTAL PROJECT EXPENDITURES** | **1,746,553** | **321,638** | **318,606** | **140,711** | **147,747** | **152,180** | **156,745** | **156,745** | **156,745** | **1,229,479** | **2,976,032** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) | 350,000 | | | | | | | | | | 350,000 |
| RESTITUTION - INSURANCE | | | | | | | | | | | - |
| ROADS CAPITAL FUND | 1,396,553 | 321,638 | 318,606 | 140,711 | 147,747 | 152,180 | 156,745 | 156,745 | 156,745 | 1,229,479 | 2,626,032 |
| **TOTAL PROJECT REVENUES** | **1,746,553** | **321,638** | **318,606** | **140,711** | **147,747** | **152,180** | **156,745** | **156,745** | **156,745** | **1,229,479** | **2,976,032** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | 1,000 | 957 | 1,005 | 1,035 | 1,066 | 1,066 | 1,066 | 7,196 | |
| **PROJECT TIME LINE:** | | | | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| 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 | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | |
| CONSTRUCTION | | | | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q5 | | |

# NEW SIDEWALK PROGRAM




## *Project Description:*

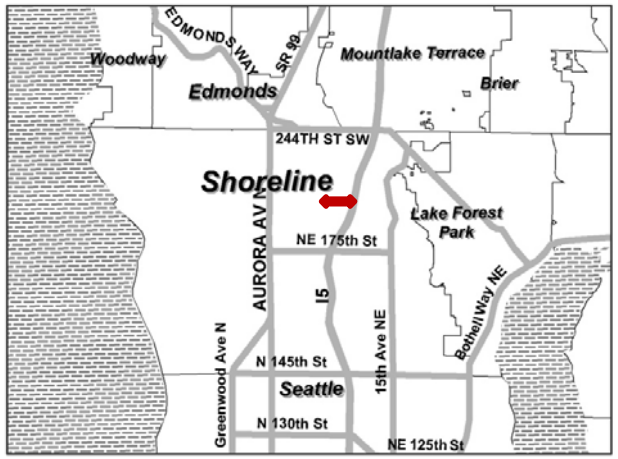
In 2018, voters approved funding to support construction of new sidewalks. The new sidewalk program will be funded through the issuance of bonds supported by the Transportation Benefit District .2% sales tax collected over 20 year. The ballot measure included twelve specific locations for construction. It is anticipated construction of these initial projects being completed in the first ten years.

## *Service Impact:*

Provide new sidewalks and pedestrian facilities in support of the 2018 Pedestrian Priority Plan and the 2018 voter approved funding.

| NEW SIDEWALKS PROGRAM | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 2908384 J.L.# ST291500 | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | | 2,128,000 | 213,154 | 1,200,000 | 2,000,000 | 800,000 | 1,500,000 | 1,400,000 | 1,400,000 | 8,513,154 | 8,513,154 |
| 2-REAL ESTATE ACQUISITION | | | | | | | | 100,000 | 100,000 | 200,000 | 200,000 |
| 3-CONSTRUCTION | | 2,117,000 | | | 1,500,000 | 2,000,000 | 2,500,000 | 3,000,000 | 3,000,000 | 12,000,000 | 12,000,000 |
| **TOTAL PROJECT EXPENDITURES** | | **4,245,000** | **213,154** | **1,200,000** | **3,500,000** | **2,800,000** | **4,000,000** | **4,500,000** | **4,500,000** | **20,713,154** | **20,713,154** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| BOND PROCEEDS FOR NEW SIDEWALKS | | 4,245,000 | 213,154 | 1,200,000 | 3,500,000 | 2,800,000 | 4,000,000 | 4,500,000 | 4,500,000 | 20,713,154 | 20,713,154 |
| **TOTAL PROJECT REVENUES** | | **4,245,000** | **213,154** | **1,200,000** | **3,500,000** | **2,800,000** | **4,000,000** | **4,500,000** | **4,500,000** | **20,713,154** | **20,713,154** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | | | 15,000 | 20,000 | 25,000 | 30,000 | 30,000 | 120,000 | |
| **PROJECT TIME LINE:** | | | | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| 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 | | |
| REAL ESTATE ACQUISITION | | | | | | | | Q1,Q2,Q3,Q5 | Q1,Q2,Q3,Q5 | | |
| CONSTRUCTION | | | | | 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 2018-2023 CIP: Council selected N 148th Street as the preferred alignment based on the feasibility study.

| 147TH/148TH NON-MOTORIZED BRIDGE<br>ORGKEY: 2914354 J.L.# ST273700<br>PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 4,016 | 2,083,838 | 1,626,127 | 1,914,348 | 654,194 | | | 3,959,158 | | 8,153,827 | 8,157,843 |
| 2-REAL ESTATE ACQUISITION | | | | 1,412,000 | | | | | | 1,412,000 | 1,412,000 |
| 3-CONSTRUCTION | | | | | 3,270,971 | | | 12,967,365 | | 16,238,336 | 16,238,336 |
| **TOTAL PROJECT EXPENDITURES** | **4,016** | **2,083,838** | **1,626,127** | **3,326,348** | **3,925,165** | | | **16,926,523** | | **25,804,163** | **25,808,179** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| GENERAL FUND CONTRIBUTION | 4,016 | 281,318 | 240,901 | 105,082 | | | | | | 345,983 | 349,999 |
| FEDERAL - STP | | 1,802,520 | 1,385,226 | 669,774 | | | | | | 2,055,000 | 2,055,000 |
| FUTURE FUNDING | | | | | | | | 14,803,179 | | 14,803,179 | 14,803,179 |
| SOUND TRANSIT | | | | 989,491 | 2,710,509 | | | | | 3,700,000 | 3,700,000 |
| KC TRAIL LEVY FUNDING RENEWAL | | | | 1,412,000 | 1,214,656 | | | 2,123,344 | | 4,750,000 | 4,750,000 |
| ROADS CAPITAL FUND | | | | 150,001 | | | | | | 150,001 | 150,001 |
| **TOTAL PROJECT REVENUES** | **4,016** | **2,083,838** | **1,626,127** | **3,326,348** | **3,925,165** | | | **16,926,523** | | **25,804,163** | **25,808,179** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | | | 32,710 | | | 129,674 | | 162,383 | |

| PROJECT TIME LINE: | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E |
|---|---|---|---|---|---|---|
| PROJECT ADMINISTRATION | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | | | Q1 Q2 Q3 Q4 | |
| REAL ESTATE ACQUISITION | Q2Q3Q4 | | | | | |
| CONSTRUCTION | | Q2 Q3 Q4 | | | Q2 Q3 Q4 | |

# *NEW SIDEWALK PROGRAM – 1ST Ave NE (N 192nd St to NE 195th St)*

## *Project Description:*

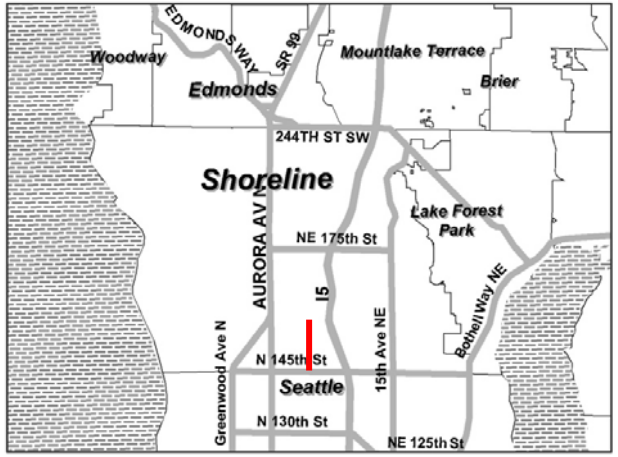
This project is part of the voter approved sidewalk program. Sidewalk will be installed on N 192nd St to N 195th St on one side of the street. This segment of sidewalk completes a gap, providing sidewalk from N 185th St to NE 205th St and ties into the trail connection on NE 195th St.

## *Service Impact:*

Provides new sidewalk in support of the 2018 Pedestrian Priority Plan and the 2018 voter approved sidewalk funding.

| NSP 1ST AVE NE (N 192ND TO N 195TH) | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 2914396 J.L.# ST294464 | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | | | 215,000 | 191,792 | 150,000 | | | | | 556,792 | 556,792 |
| 2-REAL ESTATE ACQUISITION | | | 25,000 | | | | | | | 25,000 | 25,000 |
| 3-CONSTRUCTION | | | | 500,000 | 500,000 | | | | | 1,000,000 | 1,000,000 |
| **TOTAL PROJECT EXPENDITURES** | | | **240,000** | **691,792** | **650,000** | | | | | **1,581,792** | **1,581,792** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| BOND PROCEEDS FOR NEW SIDEWALKS | | | 240,000 | 691,792 | 650,000 | | | | | 1,581,792 | 1,581,792 |
| **TOTAL PROJECT REVENUES** | | | **240,000** | **691,792** | **650,000** | | | | | **1,581,792** | **1,581,792** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | | 5,000 | 5,000 | | | | | 10,000 | |
| **PROJECT TIME LINE:** | | | | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | Q1 Q2 Q3 Q4 | Q1Q2 | | | | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | |
| CONSTRUCTION | | | | Q3 Q4 | Q1 | | | | | | |

## *1st Ave NE Sidewalks (N145th to N155TH)*




***Project Description:*** This project will design and construct sidewalks on 1st Ave NE from N145th to N155th. This route was identified and prioritized as part of the Sound Transit Multimodal Access Improvements to provide pedestrian improvements to the South Shoreline/N 145th Street Station.

***Service Impact:*** Supports pedestrian safety in the 145th station subarea and provides pedestrian connectivity to the Shoreline South/145th light rail station.

*Changes from 2019-2024 CIP: Project schedule has been delayed to coordinate with development and other nearby projects*

| 1ST AVE NE (N 145TH TO N 155TH) | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 2913372 J.L.# ST283300 | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | | 2,540,000 | 1,000 | 300,000 | 199,000 | 100,000 | | | | 600,000 | 600,000 |
| 2-REAL ESTATE ACQUISITION | | | | | | | | | | | - |
| 3-CONSTRUCTION | | | | | 200,000 | 1,200,000 | | | | 1,400,000 | 1,400,000 |
| **TOTAL PROJECT EXPENDITURES** | | **2,540,000** | **1,000** | **300,000** | **399,000** | **1,300,000** | | | | **2,000,000** | **2,000,000** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| FUTURE FUNDING | | 2,540,000 | | | | | | | | | - |
| LIGHT RAIL ACCESS MITIGATION | | | 1,000 | 300,000 | 399,000 | 1,300,000 | | | | 2,000,000 | 2,000,000 |
| **TOTAL PROJECT REVENUES** | | **2,540,000** | **1,000** | **300,000** | **399,000** | **1,300,000** | | | | **2,000,000** | **2,000,000** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | | | 2,000 | 12,000 | | | | 14,000 | |
| **PROJECT TIME LINE:** | | | | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | Q1Q2Q3Q4 | Q1Q2Q3Q4 | Q1Q2Q3Q4 | | | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | |
| CONSTRUCTION | | | | | Q4 | Q1Q2Q3 | | | | | |

## *NEW SIDEWALK PROGRAM- 5TH AVE NE SIDEWALKS (N 175TH ST TO N 182ND ST)*

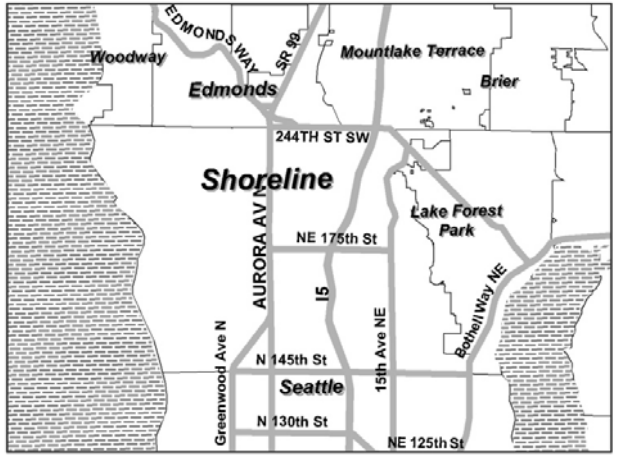
***Project Description:*** This project will design and construct sidewalks on 5th Ave NE from N 175th Street to N 182nd Street where they will connect to roadway and pedestrian improvements being constructed by Sound Transit. This route was identified and prioritized as part of the Sound Transit Multimodal Access Improvements to provide pedestrian improvements to the South Shoreline/N 145th Street Station. This project is also one of the twelve bond funded sidewalk priority projects

***Service Impact:*** Supports pedestrian safety in the 185th station subarea and provides pedestrian connectivity to the Shoreline North/185th St Light rail station. Installs sidewalk in support of Pedestrian Priority Plan

Changes since the 2019-2024 CIP: The schedule and budget have been adjusted.

| NSP 5TH AVE NE (N 175TH TO N 182ND) | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 2914395 J.L. #ST294364 | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | | 400,000 | 400,000 | 190,011 | 280,000 | | | | | 870,011 | 870,011 |
| 2-REAL ESTATE ACQUISITION | | | 10,000 | 390,000 | | | | | | 400,000 | 400,000 |
| 3-CONSTRUCTION | | | | 1,300,000 | 1,900,000 | | | | | 3,200,000 | 3,200,000 |
| **TOTAL PROJECT EXPENDITURES** | | **400,000** | **410,000** | **1,880,011** | **2,180,000** | | | | | **4,470,011** | **4,470,011** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| FEDERAL - STP | | | | | | | | | | | - |
| LIGHT RAIL ACCESS MITIGATION | | | 410,000 | 1,590,000 | | | | | | 2,000,000 | 2,000,000 |
| FUTURE FUNDING | | | | | 800,000 | | | | | 800,000 | 800,000 |
| BOND PROCEEDS FOR NEW SIDEWALKS | | | | 290,011 | 1,380,000 | | | | | 1,670,011 | 1,670,011 |
| ROADS CAPITAL FUND | | 400,000 | | | | | | | | | - |
| **TOTAL PROJECT REVENUES** | | **400,000** | **410,000** | **1,880,011** | **2,180,000** | | | | | **4,470,011** | **4,470,011** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | | 13,000 | 19,000 | | | | | 32,000 | |
| **PROJECT TIME LINE:** | | | | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | | | | | | |
| REAL ESTATE ACQUISITION | | | | Q1 | | | | | | | |
| CONSTRUCTION | | | | Q2,Q3,Q4 | Q1 Q2 | | | | | | |

# *RIDGECREST SAFE ROUTES TO SCHOOL*




***Project Description:*** This project will help prevent injury collisions on NE 165th Street at Ridgecrest Elementary School by constructing curb bulbs and new sidewalk to shorten the pedestrian crossing at 12th Ave NE and installing pedestrian activated flashing beacons east and west of the crossing.

***Service Impact:*** The segment of NE 165th adjacent to Ridgecrest Elementary was identified speed emphasis area based on data collection, with vehicle speeds 8 mph over the posted speed limit throughout the day and 11 mph over the school zone speed of 20 mph during the hour before school start and the hour after school ends. These are concerning since many school aged children walk to and from school along and across this roadway and speed is a major factor in injury if a collision occurs. The goal of this project is to prevent injury collisions by reducing driver speeds through the school zone to the intended 20 mph posted speed and to increase safety at a main crossing to the school, at 12th Ave NE and NE 165th Street.

| RIDGECREST SAFE ROUTES TO SCHOOL<br>ORGKEY: 2914387 J.L.# ST292349<br>PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | | 20,000 | 20,000 | 40,000 | 2,600 | | | | | 62,600 | 62,600 |
| 2-REAL ESTATE ACQUISITION | | | | 7,500 | | | | | | 7,500 | 7,500 |
| 3-CONSTRUCTION | | | | 100,000 | 208,200 | | | | | 308,200 | 308,200 |
| **TOTAL PROJECT EXPENDITURES** | | **20,000** | **20,000** | **147,500** | **210,800** | | | | | **378,300** | **378,300** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| SAFE ROUTES TO SCHOOL | | 20,000 | 20,000 | 147,500 | 201,500 | | | | | 369,000 | 369,000 |
| ROADS CAPITAL FUND | | | | | 9,300 | | | | | 9,300 | 9,300 |
| **TOTAL PROJECT REVENUES** | | **20,000** | **20,000** | **147,500** | **210,800** | | | | | **378,300** | **378,300** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | | 1,000 | 2,082 | | | | | 3,082 | |
| **PROJECT TIME LINE:** | | | | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | Q1Q2Q3Q4 | Q1Q2Q3Q4 | | | | | | |
| REAL ESTATE ACQUISITION | | | | Q3 | | | | | | | |
| CONSTRUCTION | | | | Q4 | Q1 | | | | | | |

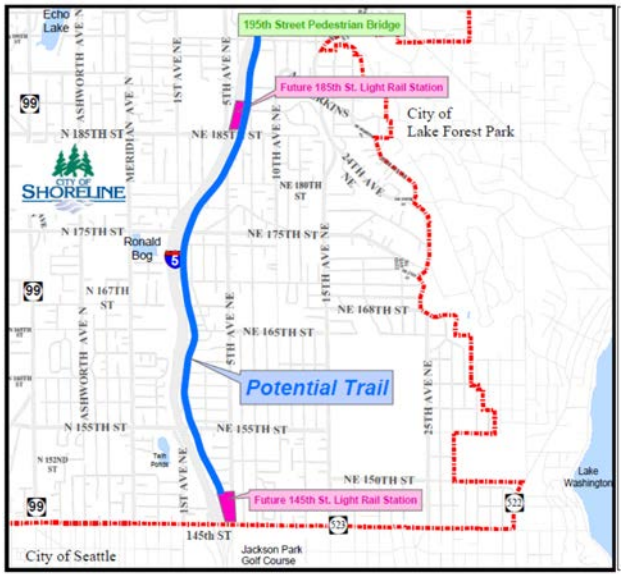
# *N 195TH BRIDGE CONNECTORS*

***Project Description:*** Design and construct pedestrian and bike improvements along N 195th Street from 5th Avenue NE to the NE 195th pedestrian bridge across Interstate 5. When completed, this project will close the last remaining gap in the ped/bike facilities on N/NE 195th Street and open a new route between the Interurban and Burke-Gilman trails.

***Service Impact:*** Supports non-motorized connectivity to the future N 185th and NE 145th Street light rail stations and improved connectivity of the Shoreline's overall Pedestrian and Bicycle System Plans.

| N 195TH ST BRIDGE CONNECTOR | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 2916383 J.L.# ST291427 | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | | 50,000 | 50,000 | 20,000 | 12,500 | | | | | 82,500 | 82,500 |
| 2-REAL ESTATE ACQUISITION | | | | 27,500 | | | | | | 27,500 | 27,500 |
| 3-CONSTRUCTION | | | | 390,000 | | | | | | 390,000 | 390,000 |
| **TOTAL PROJECT EXPENDITURES** | | **50,000** | **50,000** | **437,500** | **12,500** | | | | | **500,000** | **500,000** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| TRANSPORTATION IMPROVEMENT BOARD | | 50,000 | 50,000 | 437,500 | 12,500 | | | | | 500,000 | 500,000 |
| **TOTAL PROJECT REVENUES** | | **50,000** | **50,000** | **437,500** | **12,500** | | | | | **500,000** | **500,000** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | | 3,900 | | | | | | 3,900 | |
| **PROJECT TIME LINE:** | | | | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | Q1Q2Q3Q4 | Q1 | | | | | | |
| REAL ESTATE ACQUISITION | | | | Q3 | | | | | | | |
| CONSTRUCTION | | | | Q3Q4 | | | | | | | |

## *TRAIL ALONG THE RAIL*




Project Description: This project will advance engineering and design for construction of a 16-foot wide shared-use path (12-foot path with two-foot shoulders) running roughly parallel to the Lynnwood Link Extension (LLE) light rail project between NE 145th and NE 195th Streets. The proposed trail would be designed and constructed in phases as grant funding and Sound Transit Partnership opportunities arise. 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, existing and future pedestrian and bike facilities. The trail would 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 2019-2024 CIP:* Project funding delayed to 2021-2022 in order to seek grant funding opportunities.

| TRAIL ALONG THE RAIL<br>ORGKEY: 2914350 J.L.# ST272300<br>PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 90,882 | 329,117 | 1,500 | 327,618 | | | | | | 329,118 | 420,000 |
| 2-REAL ESTATE ACQUISITION | | | | | | | | | | | - |
| 3-CONSTRUCTION | | | | | | | | | | | - |
| **TOTAL PROJECT EXPENDITURES** | **90,882** | **329,117** | **1,500** | **327,618** | | | | | | **329,118** | **420,000** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| GENERAL FUND CONTRIBUTION | 71,855 | 203,144 | 1,500 | 201,664 | | | | | | 203,164 | 275,019 |
| ROADS CAPITAL FUND | 19,028 | 125,973 | | 125,954 | | | | | | 125,954 | 144,981 |
| **TOTAL PROJECT REVENUES** | **90,882** | **329,117** | **1,500** | **327,618** | | | | | | **329,118** | **420,000** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | | | | | | | | | |
| **PROJECT TIME LINE:** | | | | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | Q1Q2Q3Q4 | | | | | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | |
| CONSTRUCTION | | | | | | | | | | | |

# *145TH CORRIDOR DESIGN AND ENVIRONMENTAL REVIEW – AURORA TO I-5*

***Project Description:*** This roadway reconstruction project includes design, environmental, right-of-way and construction of improvements to SR523 (N/NE 145th Street) between Interstate 5 (I-5) and Aurora Ave N (SR 99). The project will enhance safety, operations and mobility and address transit demand associated with the 145th Sound Transit Link Light Rail Station and planned growth within the 145th Street Station Subarea. The project will provide improvements for: 1.) vehicular capacity, safety, operations and mobility; 2.) transit speed, reliability, increased bus service and stops; 3.) Accessibility and multi-modal options; 4) new sidewalks, buffer zones and curb ramps to replace existing substandard, non-ADA compliant walkways; 5) illumination and landscaping; 6) upgrade the existing storm system; and 7.) underground utilities within Shoreline. The project will be delivered in three phases, beginning with the segment between I-5 and Corliss Ave. N.

***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 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.

*Changes from the 2019-2024 CIP:* The prior CIP was for design and environmental only. The current CIP has increased to $64.4M and also includes ROW and Construction.

| 145TH CORRIDOR - 99TH TO I5 | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 2916322 J.L.# ST266643 | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 722,200 | 1,977,800 | 2,306,165 | 730,791 | 748,000 | 582,471 | 174,000 | | | 4,541,427 | 5,263,627 |
| 2-REAL ESTATE ACQUISITION | | 6,784,000 | 3,399,190 | 6,782,280 | 6,613,115 | 3,221,975 | 3,122,765 | 3,122,765 | | 26,262,090 | 26,262,090 |
| 3-CONSTRUCTION | | | | | 5,564,188 | 6,333,662 | 6,445,790 | 6,445,790 | 8,022,243 | 32,811,673 | 32,811,673 |
| **TOTAL PROJECT EXPENDITURES** | **722,200** | **8,761,800** | **5,705,355** | **7,513,071** | **12,925,303** | **10,138,108** | **9,742,555** | **9,568,555** | **8,022,243** | **63,615,190** | **64,337,390** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| FEDERAL - STP | 621,308 | 1,710,797 | 1,976,381 | 418,656 | 540,625 | 417,489 | | | | 3,353,151 | 3,974,459 |
| CONNECTING WASHINGTON | | 6,784,000 | 3,417,190 | 7,029,075 | 6,563,237 | 3,148,922 | 174,000 | | | 20,332,424 | 20,332,424 |
| FUTURE FUNDING | | | | | 5,681,975 | 6,451,448 | 9,568,555 | 9,568,555 | 7,622,243 | 38,892,776 | 38,892,776 |
| ROADS CAPITAL FUND | 100,892 | 267,003 | 311,784 | 65,340 | 139,466 | 120,249 | | | 400,000 | 1,036,839 | 1,137,731 |
| **TOTAL PROJECT REVENUES** | **722,200** | **8,761,800** | **5,705,355** | **7,513,071** | **12,925,303** | **10,138,108** | **9,742,555** | **9,568,555** | **8,022,243** | **63,615,190** | **64,337,390** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | | | 55,642 | 63,337 | 64,458 | 64,458 | 80,222 | 328,117 | |
| **PROJECT TIME LINE:** | | | | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| 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 | | |
| REAL ESTATE ACQUISITION | | | | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | | | |
| CONSTRUCTION | | | | | Q3Q4 | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | 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 was developed through the 145th Street Corridor RDP and was modified during design development to include multi-lane roundabouts at the intersection of NE 145th and the I-5 southbound offramp and at the 5th Ave. NE intersection. The roundabouts replace the functions of the existing signalized intersections and the left turn lanes on the overpass bridge deck, allowing rechannelization of the bridge deck to include two travel lanes in each direction and a shared-use cycle and pedestrian path across the north side of the bridge deck.

***Service Impact:*** The design and engineering for the re-construction of N/NE 145th Street and I-5 interchange will provide facilities and technology that improve the speed and reliability of buses, pedestrians, bicycles and cars, improve lighting, and increase vehicular capacity which will result in improved safety, access and mobility for all users.

*Changes from 2019-2024 CIP:* Reconfiguration of signalized intersections to roundabouts; additional funding commitments from Sound Transit and FHWA/WSDOT. The City will advance design, environmental permitting and right of way acquisition to 30 percent completion, after which the project will be transferred to WSDOT for completion of design, right of way acquisition and construction. City funding of this project will continue through completion of construction.

| 145TH AND I5 INTERCHANGE<br>ORGKEY: 2916351 J.L.# ST272443<br>PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 614,575 | 1,700,000 | 1,700,000 | 2,161,905 | 638,095 | | | | | 4,500,000 | 5,114,575 |
| 2-REAL ESTATE ACQUISITION | | | | 2,000,000 | | | | | | 2,000,000 | 2,000,000 |
| 3-CONSTRUCTION | | | | | | 18,500,000 | | | | 18,500,000 | 18,500,000 |
| **TOTAL PROJECT EXPENDITURES** | **614,575** | **1,700,000** | **1,700,000** | **4,161,905** | **638,095** | **18,500,000** | | | | **25,000,000** | **25,614,575** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| FEDERAL - STP | 528,538 | 1,470,500 | 1,470,500 | 1,870,048 | 551,952 | 4,900,000 | | | | 8,792,500 | 9,321,038 |
| CONNECTING WASHINGTON | | | | 2,000,000 | | | | | | 2,000,000 | 2,000,000 |
| FUTURE FUNDING | | | | | | 3,600,000 | | | | 3,600,000 | 3,600,000 |
| SOUND TRANSIT | | | | | | 10,000,000 | | | | 10,000,000 | 10,000,000 |
| ROADS CAPITAL FUND | 86,036 | 229,500 | 229,500 | 291,857 | 86,143 | | | | | 607,500 | 693,536 |
| **TOTAL PROJECT REVENUES** | **614,575** | **1,700,000** | **1,700,000** | **4,161,905** | **638,095** | **18,500,000** | | | | **25,000,000** | **25,614,575** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **N** | | | | | | | | | | |
| **IMPACT ON OPERATING BUDGET** | | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| LANDSCAPING | | | | | | | 3,000 | | | | |
| UTILITIES | | | | | | | 1,000 | | | | |
| **TOTAL IMPACT ON OPERATING BUDGET** | | | | | | | **4,000** | | | | |
| | | | | | | | 1000 | | | | |
| **PROJECT TIME LINE:** | | | | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | Q1Q2Q3Q4 | Q1Q2Q3Q4 | Q1Q2Q3Q4 | | | | | |
| REAL ESTATE ACQUISITION | | | | Q1Q2Q3 | | | | | | | |
| CONSTRUCTION | | | | | | Q2Q3Q4 | | | | | |

# *160th and Greenwood/Innis Arden Intersection*

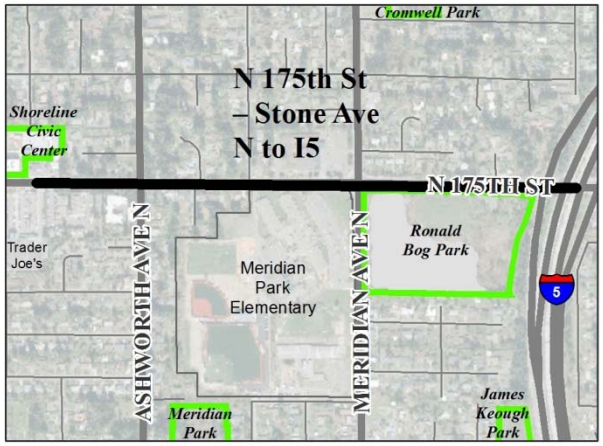
***Project Description:*** A conceptual design to improve operations and safety of this five-way intersection at N 160th Street, Greenwood Ave N and Innis Arden Way was completed in 2019. This project will design and construct a round-about at this intersection as a mitigation requirement for development of the Shoreline Community College. The 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.

*<u>Changes from the 2019-2024 CIP</u>: The scope of the project was expanded to include the design and construction of the intersection improvements.*

| 160TH AND GREENWOOD/INNIS ARDEN INTERSECTION | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 2916352 J.L.# ST272500 | | | | | | | | | | | |
| **PHASE** | **PRIOR-YRS** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | **CIP TOTAL** | **PROJECT TOTAL** |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 3,453 | 101,548 | 131,939 | | 100,000 | 190,000 | 200,000 | | | 621,939 | 625,392 |
| 2-REAL ESTATE ACQUISITION | | | | | | 80,000 | | | | 80,000 | 80,000 |
| 3-CONSTRUCTION | | | | | | | 1,510,000 | | | 1,510,000 | 1,510,000 |
| CONTINGENCY | | | | | | | | | | | - |
| **TOTAL PROJECT EXPENDITURES** | **3,453** | **101,548** | **131,939** | | **100,000** | **270,000** | **1,710,000** | | | **2,211,939** | **2,215,392** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| GENERAL FUND CONTRIBUTION | | 101,548 | 101,547 | | | | | | | 101,547 | 101,547 |
| PRIVATE DONATIONS | | | | | 100,000 | 270,000 | 1,710,000 | | | 2,080,000 | 2,080,000 |
| ROADS CAPITAL FUND | 3,453 | | 30,392 | | | | | | | 30,392 | 33,845 |
| **TOTAL PROJECT REVENUES** | **3,453** | **101,548** | **131,939** | | **100,000** | **270,000** | **1,710,000** | | | **2,211,939** | **2,215,392** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | | | | | 15,100 | | | 15,100 | |
| **PROJECT TIME LINE:** | | | | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | | Q4 | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | | | | |
| REAL ESTATE ACQUISITION | | | | | | Q2 Q3 | | | | | |
| CONSTRUCTION | | | | | | | 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.

## *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 2019-2024 CIP: Project construction will be phased; Phase 1 will be Stone Ave. N to Wallingford Ave. N*

| N 175TH ST - STONE AVE N TO I5 | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 2916339 J.L.# ST269600 | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 10,807 | 3,639,193 | 1,692,718 | 1,475,000 | 1,475,000 | 40,000 | 40,000 | 40,000 | 40,000 | 4,802,718 | 4,813,525 |
| 2-REAL ESTATE ACQUISITION | | | | | | 4,000,000 | | | 1,000,000 | 5,000,000 | 5,000,000 |
| 3-CONSTRUCTION | | | | | | | | 9,000,000 | 3,000,000 | 12,000,000 | 12,000,000 |
| **TOTAL PROJECT EXPENDITURES** | **10,807** | **3,639,193** | **1,692,718** | **1,475,000** | **1,475,000** | **4,040,000** | **40,000** | **9,040,000** | **4,040,000** | **21,802,718** | **21,813,525** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| FEDERAL - STP | | 3,157,250 | 1,464,201 | 1,275,875 | 806,424 | | | | | 3,546,500 | 3,546,500 |
| TRANSPORTATION IMPACT FEES | 9,426 | 486,000 | 228,517 | 199,125 | 668,576 | 4,040,000 | 40,000 | 4,040,000 | 1,040,000 | 10,256,218 | 10,265,644 |
| FUTURE FUNDING | | | | | | | | 5,000,000 | 3,000,000 | 8,000,000 | 8,000,000 |
| ROADS CAPITAL FUND | 1,381 | (4,057) | | | | | | | | | 1,381 |
| **TOTAL PROJECT REVENUES** | **10,807** | **3,639,193** | **1,692,718** | **1,475,000** | **1,475,000** | **4,040,000** | **40,000** | **9,040,000** | **4,040,000** | **21,802,718** | **21,813,525** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | | | | | | 90,000 | 30,000 | 120,000 | |
| **PROJECT TIME LINE:** | | | | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| 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 | | |
| REAL ESTATE ACQUISITION | | | | | | Q1Q2Q3Q4 | | | Q2Q3Q4 | | |
| CONSTRUCTION | | | | | | | | Q3Q4 | Q1Q2Q3Q4 | | |

# *MERIDIAN AVE N SAFETY IMPROVEMENTS – N 155th Street to N 175th Street*

***Project Description:*** The project will:
Rechannelize Meridian Avenue N to add a center turn lane within the project limits; install a median island at the existing crosswalks at N 163rd Street and at N 170th Street; Install pedestrian – activated flashing beacons at both crosswalks; Install street lights at both intersections; and, update all curb ramps within the project limits to ADA compliance.

***Service Impact:*** The City's 2018 Traffic Report indicated that 39 percent of the 46 injury and fatal collisions in Shoreline from 2010 to 2016 involved a pedestrian, and that, as a percentage of overall injury collisions the number of non-motorized (pedestrian and bicycle) collisions is rising. These facilities will help reduce the number of pedestrian and bicycle injury collisions on Meridian Ave. N.

| MERIDIAN AVE SAFE IMPR | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 2914391 J.L.# ST292944 | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | | 50,000 | 175,254 | 4,200 | 1,800 | | | | | 181,254 | 181,254 |
| 2-REAL ESTATE ACQUISITION | | | 6,000 | 54,000 | | | | | | 60,000 | 60,000 |
| 3-CONSTRUCTION | | | | 500,000 | 500,000 | | | | | 1,000,000 | 1,000,000 |
| **TOTAL PROJECT EXPENDITURES** | | **50,000** | **181,254** | **558,200** | **501,800** | | | | | **1,241,254** | **1,241,254** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) | | 45,000 | 168,100 | 552,380 | 418,520 | | | | | 1,139,000 | 1,139,000 |
| ROADS CAPITAL FUND | | 5,000 | 13,154 | 5,820 | 83,280 | | | | | 102,254 | 102,254 |
| **TOTAL PROJECT REVENUES** | | **50,000** | **181,254** | **558,200** | **501,800** | | | | | **1,241,254** | **1,241,254** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | | 5,000 | 5,000 | | | | | 10,000 | |
| **PROJECT TIME LINE:** | | | | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | | | | | | |
| REAL ESTATE ACQUISITION | | | | Q2 | | | | | | | |
| CONSTRUCTION | | | | Q3 Q4 | Q1 | | | | | | |

# *WESTMINSTER WAY N AND N 155TH STREET INTERSECTION IMPROVEMENTS*

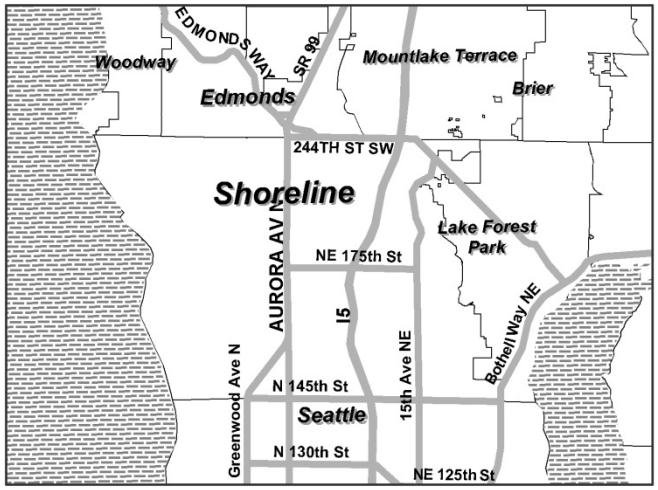
***Project Description:*** This project will design and construct improvements for the intersection of Westminster Way N and N 155th Street. Improvements are needed in order to provide a safer, realigned intersection for all users and to support redevelopment of the Aurora Square Community Renewal Area (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. This project will coordinate with the adjacent multifamily and business developments as they complete the design and construction of improvements along Westminster Way N and N 157th St.

***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 2019-2024 CIP:* Construction will be completed in late 2020.

| WESTMINSTER AND 155TH IMPROVEMENTS | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 2916342 J.L.# ST269900 | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 506,251 | 5,259,284 | 783,171 | 10,000 | | | | | | 793,171 | 1,299,422 |
| 2-REAL ESTATE ACQUISITION | 3,000 | | 136,723 | | | | | | | 136,723 | 139,723 |
| 3-CONSTRUCTION | 45 | | 3,368,891 | 1,311 | | | | | | 3,370,202 | 3,370,247 |
| **TOTAL PROJECT EXPENDITURES** | **509,296** | **5,259,284** | **4,288,785** | 11,311 | | | | | | 4,300,096 | 4,809,392 |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| GENERAL FUND CONTRIBUTION | 300,000 | | | | | | | | | | 300,000 |
| PRIVATE DONATIONS | | 2,120,000 | 487,000 | 1,354,000 | | | | | | 1,841,000 | 1,841,000 |
| FUTURE FUNDING | | 3,120,000 | | | | | | | | | - |
| TRANSPORTATION IMPROVEMENT BOARD | | | 3,250,000 | | | | | | | 3,250,000 | 3,250,000 |
| SURFACE WATER UTILITY FUND CONTRIBUTION | | | 500,000 | | | | | | | 500,000 | 500,000 |
| ROADS CAPITAL FUND | 209,296 | 19,284 | 51,785 | (1,342,689) | | | | | | (1,290,904) | (1,081,608) |
| **TOTAL PROJECT REVENUES** | **509,296** | **5,259,284** | **4,288,785** | 11,311 | | | | | | 4,300,096 | 4,809,392 |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | 33,689 | 13 | | | | | | 33,702 | |
| **PROJECT TIME LINE:** | | | | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | Q1 | | | | | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | |
| CONSTRUCTION | | | | | | | | | | | |

# TRAFFIC SAFETY IMPROVEMENTS



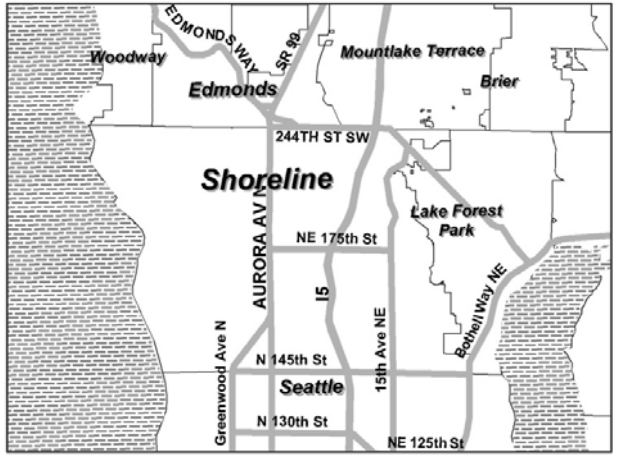

***Project Description:*** The primary purpose of this program is to evaluate and implement low-cost traffic safety improvements responsive to priorities identified by the Annual Traffic Report; the City's annual review of collision, speed, and traffic volume data citywide. Example low-cost improvements include pedestrian activated flashing beacons, pavement markings, signage, traffic calming devices (i.e. speed humps or traffic circles), and signal phase changes. Improvements implemented by this program address motor vehicle, pedestrian, and bicyclist related collision trends and align with Washington State's Target Zero Plan to end traffic deaths and serious injuries by 2030. Completed safety projects are described and monitored within the Annual Traffic Report.

***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 2019-2024 CIP:* Includes the addition of funding for projects in 2025 and 2026.

| TRAFFIC SAFETY IMPROVEMENTS | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 2914179 J.L.# ST108500 | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 811,404 | 344,819 | 52,677 | 45,000 | 47,250 | 49,613 | 51,101 | 51,101 | 51,101 | 347,843 | 1,159,247 |
| 2-REAL ESTATE ACQUISITION | 9,597 | | | | | | | | | | 9,597 |
| 3-CONSTRUCTION | 1,192,161 | 46,568 | 286,549 | 130,355 | 136,873 | 143,717 | 148,029 | 148,029 | 148,029 | 1,141,581 | 2,333,742 |
| **TOTAL PROJECT EXPENDITURES** | **2,013,161** | **391,387** | **339,226** | **175,355** | **184,123** | **193,330** | **199,130** | **199,130** | **199,130** | **1,489,424** | **3,502,585** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| RESIDENTIAL PARKING ZONE PERMIT | 1,453 | | | | | | | | | | 1,453 |
| RESTITUTION - INSURANCE | 30,252 | | | | | | | | | | 30,252 |
| ROADS CAPITAL FUND | 1,981,456 | 391,387 | 339,226 | 175,355 | 184,123 | 193,330 | 199,130 | 199,130 | 199,130 | 1,489,424 | 3,470,880 |
| **TOTAL PROJECT REVENUES** | **2,013,161** | **391,387** | **339,226** | **175,355** | **184,123** | **193,330** | **199,130** | **199,130** | **199,130** | **1,489,424** | **3,502,585** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | 1,370 | 1,304 | 1,369 | 1,437 | 1,480 | 1,480 | 1,480 | 9,920 | |
| **IMPACT ON OPERATING BUDGET** | | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| LANDSCAPING | | | | 283 | 283 | 283 | 283 | 283 | | | |
| UTILITIES | | | | | | | | | | | |
| OTHER | | | | 227 | 227 | 227 | 227 | 227 | | | |
| **TOTAL IMPACT ON OPERATING BUDGET** | | | | **510** | **510** | **510** | **510** | **510** | | | |
| **PROJECT TIME LINE:** | | | | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | |
| CONSTRUCTION | | | | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | | | |

# *DRIVEWAY AT RICHMOND BEACH DRIVE & 15th Avenue NW*

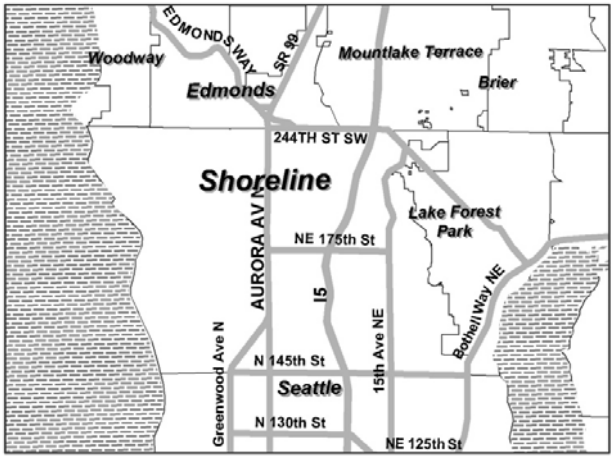



***Project Description:*** Close an existing driveway on the north side of Richmond Beach Road that interferes with safe operation of the Richmond Beach Road/15th Avenue NW intersection & construct a new driveway located away from the intersection to replace the closed driveway.

***Service Impact:*** This project will enable safe operation of the intersection and a driveway that serves several residences and businesses by relocating the driveway away from a new stop sign that was installed during a recent re-channelization project.

| DRIVEWAY RELOCATION RICHMOND BEACH RD | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 2916397 J.L. ST294500 | | | | | | | | | | | |
| **PHASE** | **PRIOR-YRS** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | **CIP TOTAL** | **PROJECT TOTAL** |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | | 60,000 | 15,000 | | | | | | | 15,000 | 15,000 |
| 2-REAL ESTATE ACQUISITION | | | | | | | | | | | - |
| 3-CONSTRUCTION | | | 70,000 | | | | | | | 70,000 | 70,000 |
| **TOTAL PROJECT EXPENDITURES** | | **60,000** | **85,000** | | | | | | | **85,000** | **85,000** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| WSDOT - PEDESTRIAN & BICYCLE SAFETY PROGRAM | | | | | | | | | | | - |
| GENERAL FUND CONTRIBUTION | | 60,000 | 60,000 | | | | | | | 60,000 | 60,000 |
| ROADS CAPITAL FUND | | | 25,000 | | | | | | | 25,000 | 25,000 |
| **TOTAL PROJECT REVENUES** | | **60,000** | **85,000** | | | | | | | **85,000** | **85,000** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | 700 | | | | | | | 700 | |
| **IMPACT ON OPERATING BUDGET** | | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| LANDSCAPING | | | | | | | | | | | |
| UTILITIES | | | | | | | | | | | |
| OTHER | | | | 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** | | | |
| **PROJECT TIME LINE:** | | | | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | | | | | | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | |
| CONSTRUCTION | | | | Q1 | | | | | | | |

# *ROADS CAPITAL ENGINEERING*



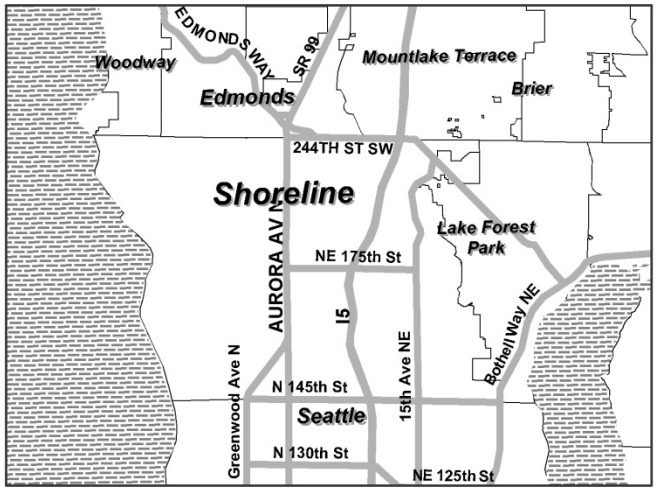

***Project Description:*** This program will support transportation capital projects and respond to engineering related concerns and problems identified throughout the City.

***Service Impact:*** This project will allow internal and external customers to receive faster service with transportation related operations and engineering services.

*Changes from 2019-2024 CIP:* The new cost estimates include the addition of funding for 2025 and 2026.

| ROADS CAPITAL ENGINEERING | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 2913063 J.L.# N/A | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 2,767,346 | 871,027 | 1,062,833 | 539,617 | 642,037 | 642,037 | 661,298 | 681,137 | 683,180 | 4,912,139 | 7,679,485 |
| 2-REAL ESTATE ACQUISITION | | | | | | | | | | | - |
| 3-CONSTRUCTION | 510 | | | | | | | | | | 510 |
| **TOTAL PROJECT EXPENDITURES** | **2,767,856** | **871,027** | **1,062,833** | **539,617** | **642,037** | **642,037** | **661,298** | **681,137** | **683,180** | **4,912,139** | **7,679,995** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| ROADS CAPITAL FUND | 2,767,856 | 871,027 | 1,062,833 | 539,617 | 642,037 | 642,037 | 661,298 | 681,137 | 683,180 | 4,912,139 | 7,679,995 |
| **TOTAL PROJECT REVENUES** | **2,767,856** | **871,027** | **1,062,833** | **539,617** | **642,037** | **642,037** | **661,298** | **681,137** | **683,180** | **4,912,139** | **7,679,995** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | N | | | | | | | | | | |
| **PROJECT TIME LINE:** | | | | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| 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 | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | |
| CONSTRUCTION | | | | | | | | | | | |

# *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 2019-2024 CIP:* Project start and finish revised. Budget increased.

| TRANSPORTATION MASTER PLAN UPDATE<br>ORGKEY: 2915164 J.L.# ST106100<br>PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 785,478 | 474,374 | 175,555 | 351,500 | 266,500 | 198,500 | | | | 992,055 | 1,777,533 |
| 2-REAL ESTATE ACQUISITION | | | | | | | | | | | - |
| 3-CONSTRUCTION | | | | | | | | | | | - |
| **TOTAL PROJECT EXPENDITURES** | **785,478** | **474,374** | **175,555** | **351,500** | **266,500** | **198,500** | | | | **992,055** | **1,777,533** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| ROADS CAPITAL FUND | 785,478 | 474,374 | 175,555 | 351,500 | 266,500 | 198,500 | | | | 992,055 | 1,777,533 |
| **TOTAL PROJECT REVENUES** | **785,478** | **474,374** | **175,555** | **351,500** | **266,500** | **198,500** | | | | **992,055** | **1,777,533** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | | | | | | | | | |
| **PROJECT TIME LINE:** | | | | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | | | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | |
| CONSTRUCTION | | | | | | | | | | | |

# *Projects to be completed in 2020*

# *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. The 185th Street Corridor will be developed in relationship to its surrounding street network and open spaces. We will identify opportunities for better multimodal connections and enhanced open spaces within the Corridor's local vicinity. Ideas that are gathered for improvements beyond the Corridor's boundaries will be coordinated with the Master Street Plan Update.

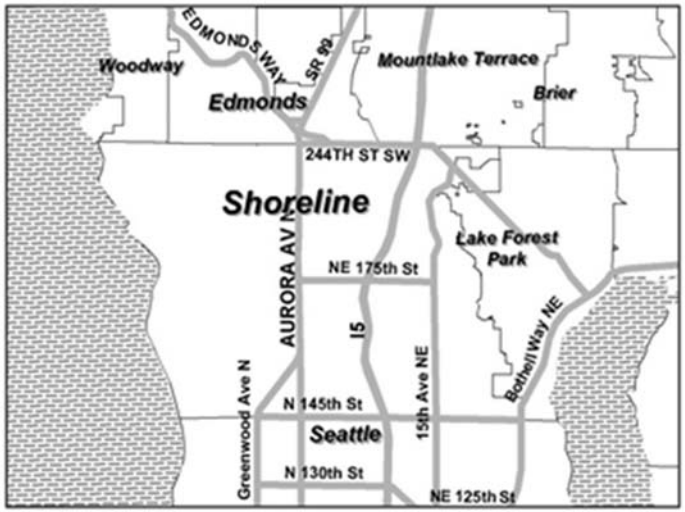
The process will include traffic analysis, public involvement, and identification and evaluation of alternatives that support multimodal transportation facilities, right-of-way needs, cost estimates and a strategy plan for funding and implementing improvements. This project is within in the 185th Street 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 Shoreline North/185th Station.

*Changes from 2019-2024 CIP: Minor budget increased to complete project*

| 185TH CORRIDOR STUDY<br>ORGKEY: 2916337 J.L.# ST269400<br>PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 206,431 | 390,691 | 359,765 | | | | | | | 359,765 | 566,196 |
| 2-REAL ESTATE ACQUISITION | | | | | | | | | | | - |
| 3-CONSTRUCTION | | | | | | | | | | | - |
| **TOTAL PROJECT EXPENDITURES** | **206,431** | **390,691** | **359,765** | | | | | | | **359,765** | **566,196** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| GENERAL FUND CONTRIBUTION | 206,342 | 390,691 | 359,765 | | | | | | | 359,765 | 566,107 |
| ROADS CAPITAL FUND | 89 | | | | | | | | | | 89 |
| **TOTAL PROJECT REVENUES** | **206,431** | **390,691** | **359,765** | | | | | | | **359,765** | **566,196** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | | | | | | | | | |
| **PROJECT TIME LINE:** | | | | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | | | | | | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | |
| CONSTRUCTION | | | | | | | | | | | |

# *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.

This program will be given a new name in 2019.

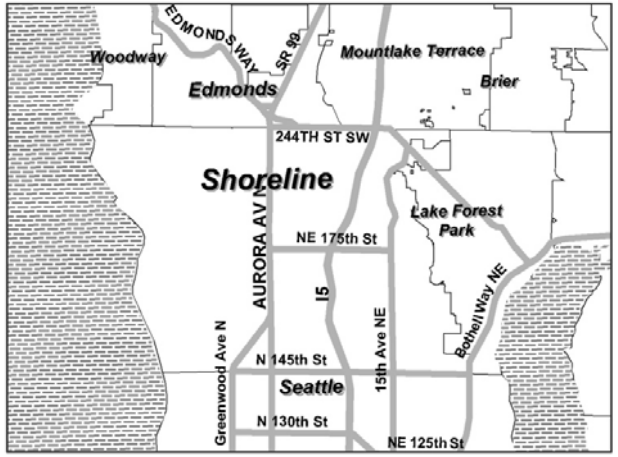
***Service Impact:*** This project addresses locations throughout the City where improvements are needed to increase the accessibility and safety of the users of the City's sidewalk system by:

- Removing barriers and increasing/enhancing accessibility in the community.
- Eliminating damaged sections and completing missing links in the existing system.
- For 2018, repair of sidewalks will be done on N 155th Street from Midvale Avenue N to Burke Avenue N.

*Changes from the 2019-2024 CIP:* This program was finalized in 2019 and work is now performed under the Sidewalk Rehabilitation program.

| CURB RAMP, GUTTER AND SIDEWALK MAINTENANCE PROGRAM | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 2914096 J.L.# ST100600, ST100612 | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 620,139 | | 9,785 | | | | | | | 9,785 | 629,924 |
| 2-REAL ESTATE ACQUISITION | | | | | | | | | | | - |
| 3-CONSTRUCTION | 1,939,866 | 13,670 | 19,201 | | | | | | | 19,201 | 1,959,067 |
| **TOTAL PROJECT EXPENDITURES** | **2,560,004** | **13,670** | **28,986** | | | | | | | **28,986** | **2,588,990** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| COMMUNITY DEVELOPMENT BLOCK GRANT | 976,051 | | | | | | | | | | 976,051 |
| COMMUNITY DEVELOPMENT BLOCK GRANT - RECOV | | | | | | | | | | | - |
| 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 | 610,068 | | | | | | | | | | 610,068 |
| ROADS CAPITAL FUND | 876,323 | 13,670 | 28,986 | | | | | | | 28,986 | 905,309 |
| **TOTAL PROJECT REVENUES** | **2,560,004** | **13,670** | **28,986** | | | | | | | **28,986** | **2,588,990** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | 5 | | | | | | | 5 | |
| **PROJECT TIME LINE:** | | | | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | | | | | | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | |
| CONSTRUCTION | | | | | | | | | | | |

# *School Zone Flashers and Rectangular Rapid Flashing Beacons*




## *Project Description:*

This project will design and install school zone flashers and rectangular rapid flashing beacons around Echo Lake Elementary and Shorewood High School and to increase drivers' awareness of high levels of pedestrian activities. This project is funded through a grant from the Washington Traffic Safety Commission

## *Service Impact:*

This project will reduce 85th percentile speeds on roads surrounding the two schools during peak school hours and increase awareness of high levels of pedestrian activities.

Changes since 2019-2024: No change; project completed.

| WTSC SCHOOL ZONE FLASHERS | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 2914185 J.L.# Multiple | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 1,610 | 125,878 | 48,566 | | | | | | | 48,566 | 50,176 |
| 2-REAL ESTATE ACQUISITION | | | | | | | | | | | - |
| 3-CONSTRUCTION | | | 157,847 | | | | | | | 157,847 | 157,847 |
| **TOTAL PROJECT EXPENDITURES** | **1,610** | **125,878** | **206,413** | | | | | | | **206,413** | **208,023** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) | | 107,488 | 102,146 | | | | | | | 102,146 | 102,146 |
| ROADS CAPITAL FUND | 1,610 | 18,390 | 104,267 | | | | | | | 104,267 | 105,877 |
| **TOTAL PROJECT REVENUES** | **1,610** | **125,878** | **206,413** | | | | | | | **206,413** | **208,023** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | | | | | | | | | |
| **PROJECT TIME LINE:** | | | | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | | | | | | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | |
| CONSTRUCTION | | | | | | | | | | | |

# *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.

***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 2019-2024 CIP: Project completed.

| COMPLETE STREETS- PED/BIKE GAPS | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 2926355 J.L.# ST274727 | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 271,337 | | 3,100 | | | | | | | 3,100 | 274,437 |
| 2-REAL ESTATE ACQUISITION | | | | | | | | | | | - |
| 3-CONSTRUCTION | 26,892 | 5,000 | | | | | | | | | 26,892 |
| **TOTAL PROJECT EXPENDITURES** | **298,229** | **5,000** | **3,100** | | | | | | | **3,100** | **301,329** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| TRANSPORTATION IMPROVEMENT BOARD | 250,000 | | | | | | | | | | 250,000 |
| ROADS CAPITAL FUND | 48,229 | 5,000 | 3,100 | | | | | | | 3,100 | 51,329 |
| **TOTAL PROJECT REVENUES** | **298,229** | **5,000** | **3,100** | | | | | | | **3,100** | **301,329** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | | | | | | | | | |
| **PROJECT TIME LINE:** | | | | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | | | | | | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | |
| CONSTRUCTION | | | | | | | | | | | |

# *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 2019-2024 CIP: Project completed.*

| MERIDIAN AVE N & N 155TH ST SIGNAL IMPROV | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 2916338 J.L.# ST269500 | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 168,651 | | 129,654 | | | | | | | 129,654 | 298,305 |
| 2-REAL ESTATE ACQUISITION | 1,050 | | | | | | | | | | 1,050 |
| 3-CONSTRUCTION | 96 | 481,085 | 822,720 | | | | | | | 822,720 | 822,816 |
| **TOTAL PROJECT EXPENDITURES** | **169,797** | **481,085** | **952,374** | | | | | | | **952,374** | **1,122,171** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) | 49,350 | 303,980 | 303,980 | | | | | | | 303,980 | 353,330 |
| ANNUAL ROAD SURFACE MAINTENANCE PROGRAM | | | | | | | | | | | - |
| TRAFFIC SIGNAL REHABILITATION PROGRAM | | | | | | | | | | | - |
| ROADS CAPITAL FUND | 120,447 | 177,105 | 648,394 | | | | | | | 648,394 | 768,841 |
| **TOTAL PROJECT REVENUES** | **169,797** | **481,085** | **952,374** | | | | | | | **952,374** | **1,122,171** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | | | | | | | | | |
| **PROJECT TIME LINE:** | | | | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | | | | | | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | |
| CONSTRUCTION | | | | | | | | | | | |

# *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 2019-2024 CIP: Project close-out completed

| ECHO LAKE SAFE ROUTES TO SCHOOL | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 2914326 J.L.# ST267049 | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 163,226 | | 1,335 | | | | | | | 1,335 | 164,561 |
| 2-REAL ESTATE ACQUISITION | | | | | | | | | | | - |
| 3-CONSTRUCTION | 439,016 | | | | | | | | | | 439,016 |
| **TOTAL PROJECT EXPENDITURES** | **602,242** | | **1,335** | | | | | | | **1,335** | **603,577** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| SAFE ROUTES TO SCHOOL | 518,700 | | | | | | | | | | 518,700 |
| ROADS CAPITAL FUND | 83,542 | | 1,335 | | | | | | | 1,335 | 84,877 |
| **TOTAL PROJECT REVENUES** | **602,242** | | **1,335** | | | | | | | **1,335** | **603,577** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | | | | | | | | | |
| **PROJECT TIME LINE:** | | | | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | | | | | | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | |
| CONSTRUCTION | | | | | | | | | | | |

# SURFACE WATER UTILITY

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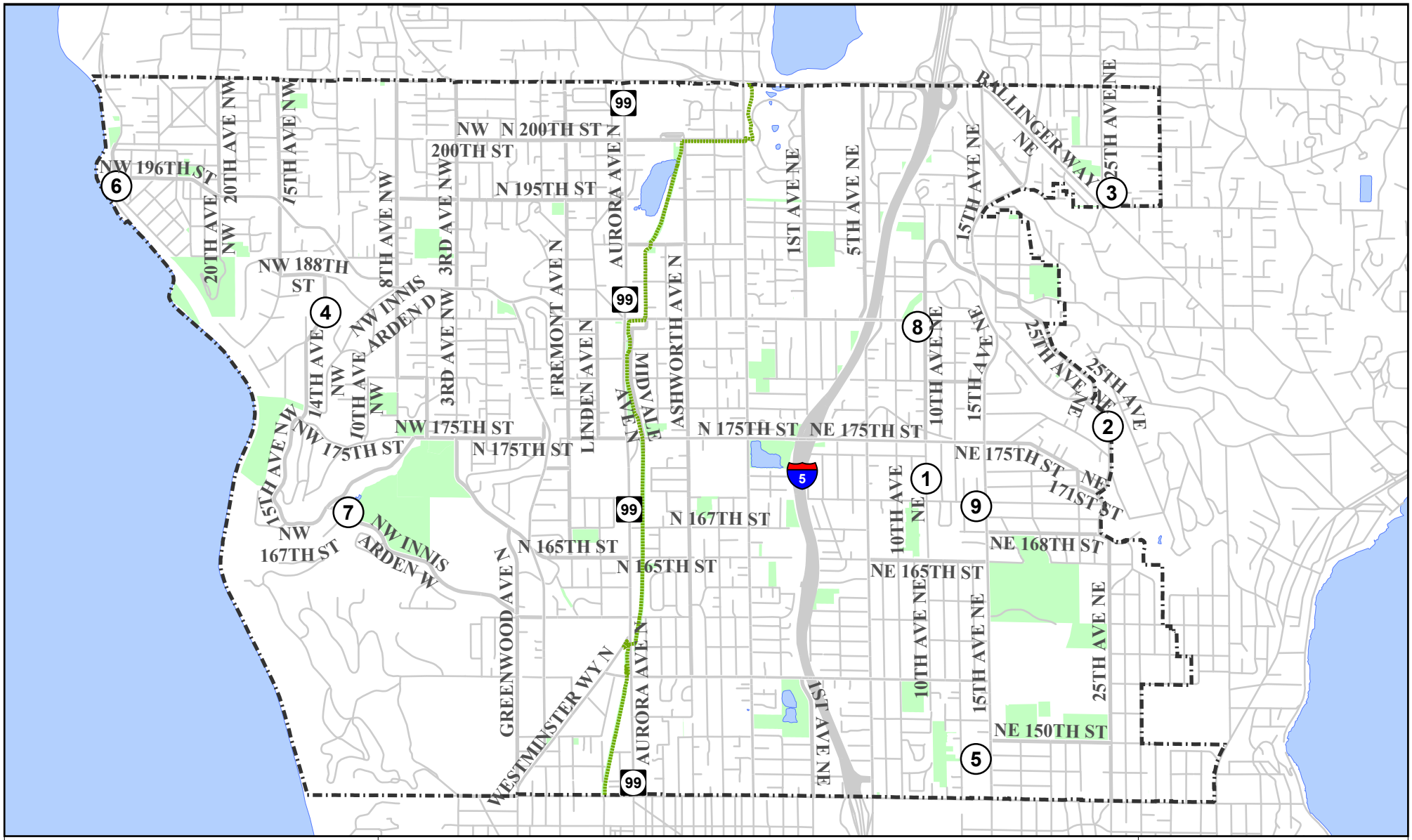
# SURFACE WATER UTILITY FUND SUMMARY




# City of Shoreline

2019-2026

Capital Improvement Plan

Surface Water Management

N

Feet

0 500 1,000 2,000 3,000 4,000

Date: 10/1/2020 | Request# 27130

City Project (point)

Interurban Trail

Park

1. 10th Ave NE Drainage Improvements
2. 25th Ave NE Ditch Improv (NE 177th to 178th St)
3. 25th Ave NE Flood Reduction Improvements
4. Heron Creek Culvert Crossing at Springdale Ct NW
5. NE 148th Infiltration Facilities
6. NW 195th Pl and Richmond Beach Dr Flooding
7. Hidden Lake Dam Removal
8. Pump Station 26 Improvements
9. Pump Station 30 Upgrades

**CITYWIDE IMPROVEMENTS**

Pump Station Miscellaneous Improvements

Stormwater Pipe Replacement Program

Surface Water Small Projects

**City of Shoreline 2019 - 2026 Capital Improvement Plan**
**Program Summary**
**Surface Water Utility Fund**

| | PRIOR-YRS | 2019CB | 2019E | 2020CB | 2020E | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| *PROPOSED UTILITY RATE INCREASE* | | | | | 10.0% | | | 10.0% | 5.0% | 5.0% | 5.0% | 5.0% | 5.0% | | |
| *SWM RATE RESIDENTIAL SF HOME ANNUAL FEE* | | | $246.55 | | $271.21 | | | $298.33 | $313.25 | $328.91 | $345.36 | $362.63 | $380.76 | | |
| **PROJECT EXPENDITURES** | | | | | | | | | | | | | | | |
| ***CAPACITY*** | | | | | | | | | | | | | | | |
| 10TH AVE NE DRAINAGE IMPROVEMENTS | 8,757 | 281,377 | 5,347 | 258,518 | 405,324 | 539,895 | 410,671 | 12,500 | 5,000 | 1,430,000 | - | - | - | 1,858,171 | 1,866,928 |
| 25TH AVE NE DITCH IMPROV BETWEEN NE 177TH AND 178TH STREET | - | - | - | - | - | - | - | 158,697 | - | - | - | - | - | 158,697 | 158,697 |
| 25TH AVE. NE FLOOD REDUCTION IMPROVEMENTS | 531,181 | 579,195 | 411,703 | 54,636 | 54,636 | 633,831 | 466,339 | 56,275 | - | - | - | - | - | 522,614 | 1,053,795 |
| HERON CREEK CULVERT CROSSING AT SPRINGDALE CT NW | - | - | - | - | - | - | - | - | 446,900 | 460,307 | 1,703,990 | 958,311 | - | 3,569,508 | 3,569,508 |
| NE 148TH INFILTRATION FACILITIES | 97,567 | 37,834 | 9,175 | 411,070 | 65,572 | 448,904 | 74,747 | 457,500 | 10,000 | - | - | - | - | 542,247 | 639,814 |
| NW 195TH PLACE AND RICHMOND BEACH DRIVE FLOODING | - | - | - | - | - | - | - | - | 432,989 | 445,978 | - | - | - | 878,967 | 878,967 |
| ***REPAIR AND REPLACEMENT*** | | | | | | | | | | | | | | | |
| HIDDEN LAKE DAM REMOVAL | 372,615 | 582,215 | 348,324 | 1,396,989 | 703,468 | 1,979,204 | 1,051,792 | 242,548 | 2,252,452 | 50,000 | 1,925,000 | 1,925,000 | - | 7,446,792 | 7,819,407 |
| PUMP STATION 26 IMPROVEMENTS | 1,785 | 224,907 | 31,062 | 109,273 | 429,229 | 334,180 | 460,291 | 2,326,000 | 2,233 | - | - | - | - | 2,788,524 | 2,790,309 |
| PUMP STATION 30 UPGRADES | 1,443 | 91,258 | 7,890 | - | 2,438 | 91,258 | 10,328 | - | 292,000 | 1,825,000 | - | - | - | 2,127,328 | 2,128,771 |
| PUMP STATION MISCELLANEOUS IMPROVEMENTS | 1,352 | 198,470 | 31,285 | 587,887 | 9,630 | 786,357 | 40,915 | - | 76,000 | 393,000 | - | - | - | 509,915 | 511,267 |
| STORMWATER PIPE REPLACEMENT PROGRAM | 1,608,705 | 477,409 | 38,212 | 327,821 | 746,371 | 805,230 | 784,583 | 925,351 | 1,078,451 | 1,459,774 | 500,000 | 50,000 | 1,500,000 | 6,298,159 | 7,906,864 |
| SURFACE WATER SMALL PROJECTS | 2,739,293 | 318,270 | 4,513 | 327,818 | 433,789 | 646,088 | 438,302 | 1,067,352 | 391,907 | 630,459 | 772,898 | 50,000 | 650,000 | 4,000,918 | 6,740,211 |
| ***PROJECTS TO BE COMPLETED IN CURRENT BIENNIUM (2019-2020)*** | | | | | | | | | | | | | | | |
| BOEING CREEK REGIONAL STORMWATER FACILITY STUDY | 222,465 | 60,704 | 20,495 | - | 1,000 | 60,704 | 21,495 | - | - | - | - | - | - | 21,495 | 243,960 |
| STORM CREEK EROSION MANAGEMENT STUDY | 5,274 | 77,128 | 4,390 | - | 72,738 | 77,128 | 77,128 | - | - | - | - | - | - | 77,128 | 82,402 |
| CLIMATE IMPACTS AND RESILIENCY STUDY | - | 84,872 | 57,735 | - | 27,137 | 84,872 | 84,872 | - | - | - | - | - | - | 84,872 | 84,872 |
| SYSTEM CAPACITY MODELING STUDY | - | 318,270 | 318,270 | - | 100,000 | 318,270 | 418,270 | - | - | - | - | - | - | 418,270 | 418,270 |
| WESTMINSTER WAY N PIPE REPLACEMENT | - | - | - | - | 500,000 | - | 500,000 | - | - | - | - | - | - | 500,000 | 500,000 |
| ***NON-PROJECT SPECIFIC*** | | | | | | | | | | | | | | | |
| SURFACE WATER MASTER PLAN | 997,704 | - | - | - | - | - | - | - | 289,819 | 298,513 | - | - | - | 588,332 | 1,586,036 |
| SURFACE WATER CAPITAL ENGINEERING | 2,465,723 | 222,895 | 179,427 | 198,722 | 198,722 | 421,617 | 378,149 | 223,270 | 248,770 | 258,721 | 269,070 | 279,832 | 291,026 | 1,948,838 | 4,414,561 |
| COST ALLOCATION CHARGES | 1,206,672 | 221,814 | 221,814 | 173,201 | 173,201 | 395,015 | 395,015 | 209,357 | 209,357 | 238,762 | 245,925 | 245,925 | 245,925 | 1,790,266 | 2,996,938 |
| TRANSFERS OUT | | 138,619 | 47,760 | 103,952 | 165,133 | 242,571 | 212,893 | 997,066 | - | 20,000 | - | - | - | 1,229,959 | 1,229,959 |
| **TOTAL CAPITAL EXPENDITURES** | **10,260,534** | **3,915,237** | **1,737,402** | **3,949,887** | **4,088,388** | **7,865,124** | **5,825,790** | **6,675,916** | **5,735,878** | **7,510,514** | **5,416,883** | **3,509,068** | **2,686,951** | **37,361,000** | **47,621,533** |
| **REVENUES** | | | | | | | | | | | | | | | |
| INVESTMENT INTEREST | | 14,451 | 14,451 | 77,348 | 77,348 | 91,799 | 91,799 | 16,208 | 49,234 | 225,384 | 134,451 | 81,741 | 68,175 | 666,992 | |
| DEPARTMENT OF ECOLOGY BIENNIAL STORMWATER CAPACITY GRANT | | - | - | 290,625 | - | 290,625 | - | - | - | - | - | - | - | - | |
| DEPARTMENT OF ECOLOGY LOCAL SOURCE CONTROL GRANT | | - | - | - | - | - | - | - | - | - | - | - | - | - | |
| RECREATION & CONSERVATION OFFICE | | - | 55,451 | - | 175,000 | - | 230,451 | 217,548 | - | - | - | - | - | 447,999 | |
| DEPARTMENT OF ECOLOGY STORMWATER RETROFIT GRANT | | - | - | - | - | - | - | - | - | - | - | - | - | - | |
| DOE STORMWATER PRE-CONSTRUCTION GRANT | | 125,000 | - | 125,000 | 250,000 | 250,000 | 250,000 | - | - | - | - | - | - | 250,000 | |
| KING COUNTY FLOOD ZONE DISTRICT OPPORTUNITY | | 110,898 | 110,898 | 110,898 | 110,898 | 221,796 | 221,796 | 110,898 | 110,898 | 110,898 | 110,898 | 110,898 | 110,898 | 887,184 | |
| KING COUNTY FLOOD REDUCTION GRANT | | 623,703 | 521,949 | - | 128,468 | 623,703 | 650,417 | - | - | - | - | - | - | 650,417 | |
| KING COUNTY WASTEWATER | | - | - | - | 25,000 | - | 25,000 | 25,000 | - | - | - | - | - | 50,000 | |
| KING COUNTY WATERWORKS GRANT | | - | - | - | 20,000 | - | 20,000 | 43,203 | - | - | - | - | - | 63,203 | |
| WA STATE STORMWATER FINANCIAL ASSISTANCE PROGRAM | | - | - | - | 45,572 | - | 45,572 | 247,553 | - | - | - | - | - | 293,125 | |
| FUTURE FUNDING - BONDS | | - | - | - | 200,000 | - | 200,000 | 3,900,000 | 11,850,000 | - | - | - | - | 15,950,000 | |
| FUTURE FUNDING | | - | - | - | - | - | - | - | - | - | - | - | - | - | |
| **TOTAL CAPITAL REVENUES** | | **874,052** | **702,749** | **603,871** | **1,032,286** | **1,477,923** | **1,735,035** | **4,560,410** | **12,010,132** | **336,282** | **245,349** | **192,639** | **179,073** | **19,258,921** | |
| | | | | | | | | | | | | | | | |
| **BEGINNING FUND BALANCE** | | | **3,378,690** | | **4,584,476** | | **3,378,690** | **3,294,674** | **3,034,203** | **11,862,328** | **6,722,562** | **3,892,452** | **3,246,405** | **3,378,690** | |
| TOTAL CAPITAL REVENUES | | | 702,749 | | 1,032,286 | | 1,735,035 | 4,560,410 | 12,010,132 | 336,282 | 245,349 | 192,639 | 179,073 | 19,258,921 | |
| TOTAL CAPITAL EXPENDITURES | | | 1,737,402 | | 4,088,388 | | 5,825,790 | 6,675,916 | 5,735,878 | 7,510,514 | 5,416,883 | 3,509,068 | 2,686,951 | 37,361,000 | |
| SURFACE WATER FEES | | 6,689,119 | 6,568,385 | 7,355,474 | 7,232,449 | | 13,800,834 | 7,963,649 | 8,370,193 | 8,797,492 | 9,237,366 | 9,699,234 | 10,184,196 | 68,052,964 | |
| OPERATING GRANTS & OTHER REVENUE | | 33,000 | 33,000 | 121,000 | 67,600 | 154,000 | 100,600 | - | - | - | - | | - | 100,600 | |
| PUBLIC WORKS DEBT SERVICE PAYMENT | | 331,372 | 331,372 | 329,740 | 329,740 | 661,112 | 661,112 | 328,107 | - | - | - | - | - | 989,219 | |
| AMOUNT RESTRICTED - LOAN MAINTENANCE FACILITY DEBT SERVICE | | 119,086 | 119,086 | 119,086 | 119,086 | 238,172 | 238,172 | 119,086 | 119,086 | 119,086 | 119,086 | 119,086 | 119,086 | 952,688 | |
| NEW DEBT SERVICE | | 424,078 | 424,078 | 424,079 | 424,079 | 848,157 | 848,157 | 836,079 | 510,741 | 1,375,547 | 1,375,547 | 1,375,547 | 1,375,547 | 7,697,165 | |
| STORMWATER PIPE REPL DEBT SERVICE PAYMENT | | 158,352 | 158,352 | 158,352 | 158,352 | 316,704 | 316,704 | 34,112 | 31,341 | 158,352 | 158,352 | 158,352 | 158,352 | 1,015,565 | |
| **TOTAL DEBT SERVICE** | | **1,032,888** | **1,032,888** | **1,031,257** | **1,031,257** | **2,064,145** | **2,064,145** | **1,317,384** | **661,168** | **1,652,985** | **1,652,985** | **1,652,985** | **1,652,985** | **10,654,637** | |
| **TOTAL OPERATING EXPENDITURES** | | **4,945,849** | **3,328,058** | **5,061,768** | **4,502,492** | **10,007,617** | **7,830,550** | **4,791,230** | **5,155,154** | **5,110,041** | **5,242,958** | **5,375,867** | **5,375,867** | **38,881,667** | |
| *UTILITY TAX* | | | *394,103* | | *433,947* | - | *828,050* | *477,819* | *502,212* | *527,850* | *554,242* | *581,954* | *611,052* | | |
| *BUSINESS & OCCUPATION TAX* | | | *98,526* | | *108,487* | - | *207,013* | *119,455* | *125,553* | *131,962* | *138,560* | *145,489* | *152,763* | | |
| **ENDING FUND BALANCE** | **3,378,690** | | **4,584,476** | | **3,294,674** | | **3,294,674** | **3,034,203** | **11,862,328** | **6,722,562** | **3,892,452** | **3,246,405** | **3,893,871** | **3,893,871** | |
| *UNRESTRICTED 2016 BOND PROCEEDS* | *695,128* | | | | | | | | | | | | | | |
| *RESTRICTED 2018 BOND PROCEEDS FOR CAPITAL* | *500,000* | | | | | | | | | | | | | | |
| **MINIMUM REQUIRED RESERVE (20% OF OPERATING REVENUES)** | | | **1,320,277** | | **1,446,490** | | **1,446,490** | **1,592,730** | **1,674,039** | **1,759,498** | **1,847,473** | **1,939,847** | **2,036,839** | | |
| **DEBT SERVICE/FUND BALANCE RATIO (MINIMUM 1.25)** | | | | | **3** | | **2** | **2** | **18** | **4** | **2** | **2** | **2** | | |
| **VARIANCE ABOVE MINIMUM REQUIRED RESERVE** | | | **3,264,199** | | **1,848,184** | | **1,848,184** | **1,441,473** | **10,188,289** | **4,963,064** | **2,044,979** | **1,306,558** | **1,857,031** | | |
| ***SURFACE WATER MASTER PLAN FUND BALANCE TARGETS:*** | | | | | | | | | | | | | | | |
| *MINIMUM OPERATING EXPENDITURE TARGET (120 DAYS)* | | | *1,094,156* | | *1,480,271* | | *1,480,271* | *1,575,199* | *1,694,845* | *1,680,013* | *1,723,712* | *1,767,408* | *1,767,408* | | |
| *VALUE OF SURFACE WATER UTILITY ASSETS* | | | *21,540,100* | | *25,628,488* | | *25,628,488* | *32,304,404* | *38,040,282* | *45,550,796* | *50,967,678* | *49,059,864* | *53,654,629* | | |
| *MINIMUM CAPITAL EXPENDITURE TARGET (2% OF ASSETS)* | | | *430,802* | | *512,570* | | *512,570* | *646,088* | *760,806* | *911,016* | *1,019,354* | *981,197* | *1,073,093* | | |
| *MINIMUM DEBT SERVICE TARGET (ONE NEW DEBT SERVICE PAYMENT)* | | | *424,078* | | *424,079* | | *424,079* | *836,079* | *510,741* | *1,375,547* | *1,375,547* | *1,375,547* | *1,375,547* | | |
| *SURFACE WATER MASTER PLAN FUND BALANCE TARGET* | | | *1,949,036* | | *2,416,920* | | *2,416,920* | *3,057,366* | *2,966,392* | *3,966,576* | *4,118,613* | *4,124,153* | *4,216,048* | | |
| ***VARIANCE ABOVE/(BELOW) MINIMUM FUND BALANCE TARGET:*** | | | ***2,635,440*** | | ***877,754*** | | ***877,754*** | ***(23,163)*** | ***8,895,936*** | ***2,755,986*** | ***(226,161)*** | ***(877,747)*** | ***(322,177)*** | | |
| 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.

### 2019-2026 CIP Summary

The 2019-2026 Surface Water CIP totals $37.361 million.

| Project | Current 2019-2020 | Estimate 2019-2020 | Proposed 2021 | Proposed 2022 | Proposed 2023 | Proposed 2024 | Proposed 2025 | Proposed 2026 | Total 2019-2026 |
|---|---|---|---|---|---|---|---|---|---|
| ***Expenditures:*** | | | | | | | | | |
| Capacity | $1,622,630 | $951,757 | $684,972 | $894,889 | $2,336,285 | $1,703,990 | $958,311 | $0 | $7,530,204 |
| Repair & replacement | $4,642,317 | $3,286,211 | $4,561,251 | $4,093,043 | $4,358,233 | $3,197,898 | $2,025,000 | $2,150,000 | $23,671,636 |
| Other | $540,974 | $601,765 | $0 | $0 | $0 | $0 | $0 | $0 | $601,765 |
| Non-Project Specific | $1,059,203 | $986,057 | $1,429,693 | $747,946 | $815,996 | $514,995 | $525,757 | $536,951 | $5,557,395 |
| **Total Expenditures by Year** | **$7,865,124** | **$5,825,790** | **$6,675,916** | **$5,735,878** | **$7,510,514** | **$5,416,883** | **$3,509,068** | **$2,686,951** | **$37,361,000** |
| ***Change in Fund Balance:*** | | | | | | | | | |
| Beginning Fund Balance | $0 | $3,378,690 | $3,294,674 | $3,034,203 | $11,862,328 | $6,722,562 | $3,892,452 | $3,246,405 | $3,378,690 |
| Total Capital Revenues | $0 | $1,735,035 | $4,560,410 | $12,010,132 | $336,282 | $245,349 | $192,639 | $179,073 | $19,258,921 |
| Total Operating Revenues | $154,000 | $13,901,434 | $7,963,649 | $8,370,193 | $8,797,492 | $9,237,366 | $9,699,234 | $10,184,196 | $68,153,564 |
| Total Capital Expenditures | $0 | $5,825,790 | $6,675,916 | $5,735,878 | $7,510,514 | $5,416,883 | $3,509,068 | $2,686,951 | $37,361,000 |
| Total Debt Service | $2,064,145 | $2,064,145 | $1,317,384 | $661,168 | $1,652,985 | $1,652,985 | $1,652,985 | $1,652,985 | $10,654,637 |
| Total Operating Expenditures | $10,007,617 | $7,830,550 | $4,791,230 | $5,155,154 | $5,110,041 | $5,242,958 | $5,375,867 | $5,375,867 | $38,881,667 |
| **Ending Fund Balance** | **($11,917,762)** | **$3,294,674** | **$3,034,203** | **$11,862,328** | **$6,722,562** | **$3,892,452** | **$3,246,405** | **$3,893,871** | **$3,893,871** |

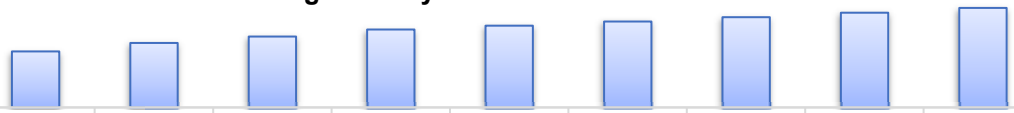
## *Policy Issues*

**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 2018 Surface Water Master Plan based on available funding.

- **Surface Water Fees:** The 2021-2026 CIP assumes that surface water rates will be increased per the recommended Proactive Management Strategy as developed in the Surface Water Master Plan Update. The chart shows annual increases for a single-family residential home.

**Surface Water Management Rate**
**Single-Family Residence**



| | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 | 2025 | 2026 |
|---|---|---|---|---|---|---|---|---|---|
| SWM Fee Rate | $214.39 | $246.55 | $271.21 | $298.33 | $313.24 | $328.91 | $345.36 | $362.63 | $380.76 |
| $ Change | 0 | $32.16 | $24.66 | $27.12 | $14.91 | $15.67 | $16.45 | $17.27 | $18.13 |
| % Change | 0 | 15% | 10% | 10% | 5% | 5% | 5% | 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 $110,898 annually.

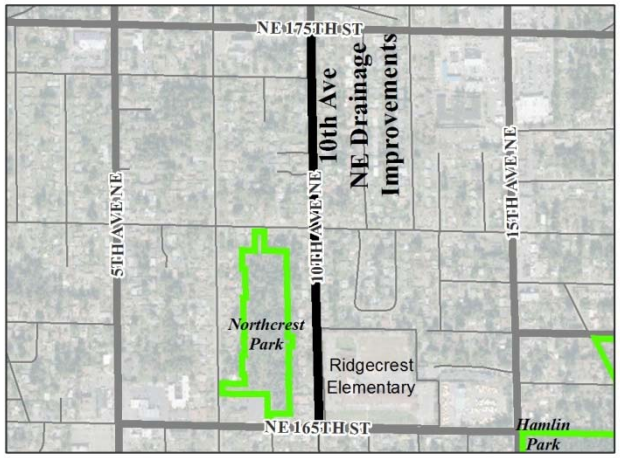
***Underfunded and Unfunded Projects:*** The Surface Water Master Plan Update recently completed a project prioritization and rate study to provide adequate funding for prioritized phases of priority projects for the 2021-2026 CIP.

| PROJECT TITLE | PROJECT DESCRIPTION | ESTIMATED |
|---|---|---|
| **UNDER FUNDED** | | |
| **BARNACLE CREEK/NW 204TH ST CULVERT REPLACEMENT** | This project includes design and construction of a new culvert at NW 204th Street near 24th Ave NW. It will address the destabilization of the bank and rockery at a stormwater outfall over Barnacle Creek. Temporary stabilization measures were constructed in 2018 with expedited hydraulic project approval (HPA) from Washington Department of Fish and Wildlife (WDFW). The HPA conditions require the City to apply for a pre-application with WDFW for the final solution by April 30, 2023. | $1,500,000 - $2,000,000 |

# *Surface Water Utility*

# *Fund Projects*

# *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 Street. 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 2019-2024 CIP*: Construction scheduled for 2023.

| 10TH AVE NE DRAINAGE IMPROVEMENTS<br>ORGKEY: 3023333 J.L.# SW269000<br>PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 8,548 | 539,895 | 410,671 | 12,500 | 5,000 | 180,000 | | | | 608,171 | 616,719 |
| 2-REAL ESTATE ACQUISITION | 209 | | | | | | | | | | 209 |
| 3-CONSTRUCTION | | | | | | 1,250,000 | | | | 1,250,000 | 1,250,000 |
| **TOTAL PROJECT EXPENDITURES** | **8,757** | **539,895** | **410,671** | **12,500** | **5,000** | **1,430,000** | | | | **1,858,171** | **1,866,928** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| DOE STORMWATER PRE-CONSTRUCTION GRANT | | 250,000 | 250,000 | | | | | | | 250,000 | 250,000 |
| SW CAPITAL FUND | 8,757 | 289,895 | 160,671 | 12,500 | 5,000 | 1,430,000 | | | | 1,608,171 | 1,616,928 |
| **TOTAL PROJECT REVENUES** | **8,757** | **539,895** | **410,671** | **12,500** | **5,000** | **1,430,000** | | | | **1,858,171** | **1,866,928** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | | | | 12,500 | | | | | |
| **PROJECT TIME LINE:** | | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | | | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | |
| CONSTRUCTION | | | | | | Q2 Q3 | | | | | |

# *25TH AVENUE NE DITCH IMPROVEMENTS BETWEEN NE 177TH AND 178TH STREETS*

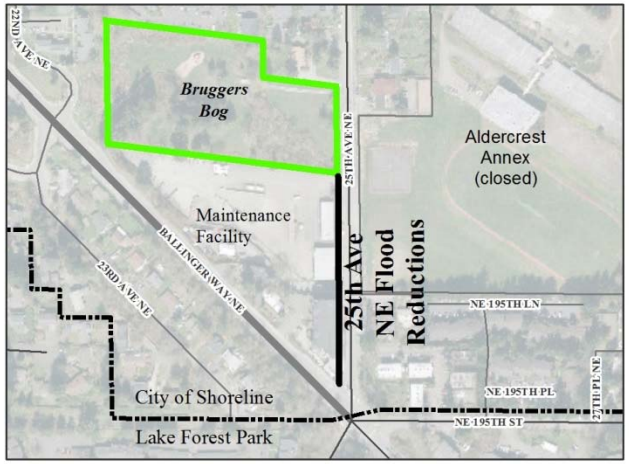
***Project Description:*** The current ditch and culvert system on 25th Ave NE between NE 177th and 178th Streets is failing and is on the City's hot-spot list to check before, during, and after heavy rain events. This project involves design and construction of the selected alternative for managing 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 2019-2024 CIP*. No change

| 25TH AVE NE DITCH IMPROV BETWEEN NE 177TH AND 178TH | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 3023404 J.L.# SW295900 | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **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) | **Y** | | | | | | | | | | |
| **PROJECT TIME LINE:** | | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | Q1 Q2 Q3 Q4 | | | | | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | |
| CONSTRUCTION | | | | | | | | | | | |

# *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 16 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.

Design through 60% level is complete. Construction of improvements downstream of the NMF property will be budgeted in a future year to be determined.

***Service Impact:*** Increase service level to residents, drivers, and others along 25th Ave NE between NE Ballinger Way and Brugger's Bog Park.

*Changes from the 2019-2024 CIP:* Awaiting availability of related project Lake Forest Park and additional funding.

| 25TH AVE. NE FLOOD REDUCTION IMPROVEMENTS<br>ORGKEY: 3023334 J.L.# SW269100/SW269155/SW274129<br>PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 529,198 | 633,831 | 466,339 | 56,275 | | | | | | 522,614 | 1,051,812 |
| 2-REAL ESTATE ACQUISITION | 1,983 | | | | | | | | | | 1,983 |
| 3-CONSTRUCTION | | | | | | | | | | | - |
| **TOTAL PROJECT EXPENDITURES** | **531,181** | **633,831** | **466,339** | **56,275** | | | | | | **522,614** | **1,053,795** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| FUTURE FUNDING | | | | | | | | | | | - |
| KING COUNTY FLOOD ZONE DISTRICT OPPORTUNITY | 145,375 | | | | | | | | | | 145,375 |
| KING COUNTY FLOOD REDUCTION GRANT | 109,804 | 370,469 | 387,676 | | | | | | | 387,676 | 497,480 |
| SW CAPITAL FUND | 276,002 | 263,362 | 78,663 | 56,275 | | | | | | 134,938 | 410,940 |
| **TOTAL PROJECT REVENUES** | **531,181** | **633,831** | **466,339** | **56,275** | | | | | | **522,614** | **1,053,795** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | | | | | | | | | |
| **PROJECT TIME LINE:** | | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | Q1 Q2 Q3 Q4 | | | | | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | |
| CONSTRUCTION | | | | | | | | | | | |

# *Heron Creek/Springdale/Ridgefield Drainage Improvements*

***Project Description:*** This project includes design and construction to address flooding in the Springdale Court/Ridgefield Rd NW area and to replace the broken Heron Creek culvert crossing at Springdale Court NW, which is broken and in danger of collapsing. The project will be delivered in four phases:

Phase 1 - 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.

Phase 2: Replacement of broken pipes and rehabilitation of the ditch system on Ridgefield Rd NW.

Phase 3: 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.

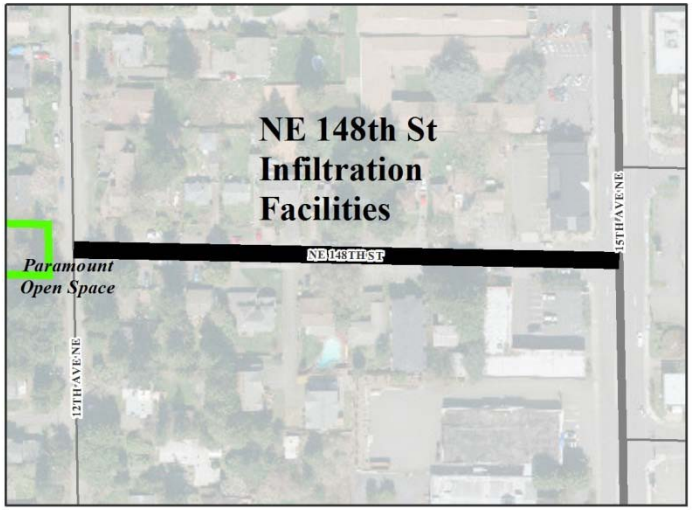
Phase 4: Installation of new stormwater pipes and connections on Ridgefield Rd NW to convey upstream stormwater flows to the Ridgefield/Springdale drainage system and reduce flows to pipes on private property.

***Service Impact:*** Replacement of failing infrastructure and reduction of flooding impacts.

*Changes from the 2021-2026 CIP:* Combined Springdale Court & Ridgefield Rd Drainage Project with Heron Creek Culvert Project

| HERON CREEK CULVERT CROSSING AT SPRINGDALE CT NW | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 3018403 J.L.# SW295800 | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | | | | | 446,900 | 460,307 | 224,790 | 126,455 | | 1,258,452 | 1,258,452 |
| 2-REAL ESTATE ACQUISITION | | | | | | | | | | | - |
| 3-CONSTRUCTION | | | | | | | 1,479,200 | 831,856 | | 2,311,056 | 2,311,056 |
| **TOTAL PROJECT EXPENDITURES** | | | | | **446,900** | **460,307** | **1,703,990** | **958,311** | | **3,569,508** | **3,569,508** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| SW CAPITAL FUND | | | | | 446,900 | 460,307 | 1,703,990 | 958,311 | | 3,569,508 | 3,569,508 |
| **TOTAL PROJECT REVENUES** | | | | | **446,900** | **460,307** | **1,703,990** | **958,311** | | **3,569,508** | **3,569,508** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | | | | | 14,792 | 8,319 | | | |
| **PROJECT TIME LINE:** | | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | |
| CONSTRUCTION | | | | | | | Q1 Q2 Q3 Q4 | 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 2019-2024 CIP:* Construction scheduled for 2021.

| NE 148TH INFILTRATION FACILITIES | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 3023328 J.L.# SW266015 | | | | | | | | | | | |
| **PHASE** | **PRIOR-YRS** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | **CIP TOTAL** | **PROJECT TOTAL** |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 97,567 | 51,404 | 74,747 | 70,000 | 2,900 | | | | | 147,647 | 245,214 |
| 2-REAL ESTATE ACQUISITION | | | | | | | | | | | - |
| 3-CONSTRUCTION | | 397,500 | | 387,500 | 7,100 | | | | | 394,600 | 394,600 |
| **TOTAL PROJECT EXPENDITURES** | **97,567** | **448,904** | **74,747** | **457,500** | **10,000** | | | | | **542,247** | **639,814** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| DEPARTMENT OF ECOLOGY BIENNIAL STORMWATER CAPACIT | 26,458 | 290,625 | | | | | | | | | 26,458 |
| WA STATE STORMWATER FINANCIAL ASSISTANCE PROGRAM | | | 45,572 | 247,553 | | | | | | 293,125 | 293,125 |
| KING COUNTY WATERWORKS GRANT | | | 20,000 | 43,203 | | | | | | 63,203 | 63,203 |
| SW CAPITAL FUND | 71,109 | 158,279 | 9,175 | 166,744 | 10,000 | | | | | 185,919 | 257,028 |
| **TOTAL PROJECT REVENUES** | **97,567** | **448,904** | **74,747** | **457,500** | **10,000** | | | | | **542,247** | **639,814** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | 3,975 | | 3,875 | 71 | | | | | 3,975 | |
| **PROJECT TIME LINE:** | | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | Q1 Q2 Q3 Q4 | Q1 | | | | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | |
| CONSTRUCTION | | | | Q3 Q4 | Q1 | | | | | | |

# *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 2019-2024 CIP*. No change

| NW 195TH PLACE AND RICHMOND BEACH DRIVE FLOODING | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 3023402 J.L.# SW295700 | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **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) | **Y** | | | | 2,109 | 3,595 | | | | | |
| **PROJECT TIME LINE:** | | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 | | | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | |
| CONSTRUCTION | | | | | Q3Q4 | Q1Q2 | | | | | |

# *HIDDEN LAKE DAM REMOVAL*

***Project Description:*** Hidden Lake is a man-made lake located near the intersection of NW Innis Arden Way and 10th Ave NW, along Boeing Creek partially within Shoreview Park. Following the 2014 City Council direction to cease dredging the lake, the City began to develop an approach to restore Boeing Creek at the Hidden Lake site.

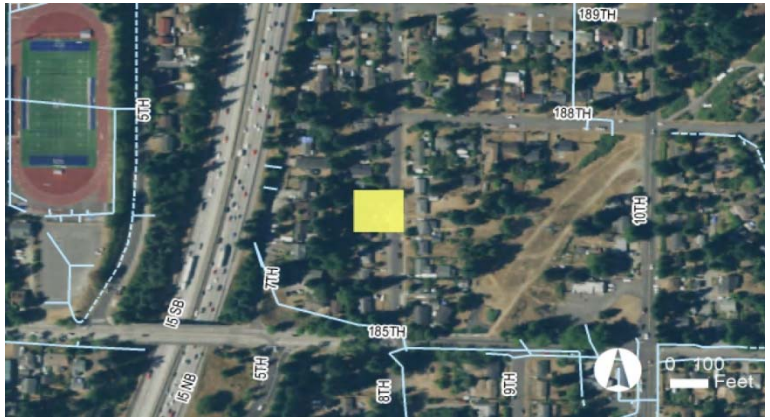
The Hidden Lake Dam Removal (HLDR) Project will remove Hidden Lake Dam and waterbody and restore Boeing Creek within Shoreview Park. In order to address the flood hazard due to sediment loading in a timely manner, construction is scheduled for 2020. Replacement of the Boeing Creek culverts crossing NW Innis Arden Way will be included under HLDR project.

***Service Impact:*** Reduce long term maintenance costs for the Surface Water Utility, reduce long-term flood risk, improve Boeing Creek habitat, restore sediment transport to the Puget Sound nearshore, and remove a fish barrier.

*Changes from the 2019-2024 CIP:* Easement acquisition and design are continuing.

| HIDDEN LAKE DAM REMOVAL | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 3023327 J.L.#SW267100/SW267155/SW279329 | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 371,379 | 582,215 | 676,792 | 242,548 | 73,101 | 50,000 | 50,000 | 50,000 | | 1,142,441 | 1,513,820 |
| 2-REAL ESTATE ACQUISITION | 923 | | 375,000 | | | | | | | 375,000 | 375,923 |
| 3-CONSTRUCTION | 313 | 1,396,989 | | | 2,179,351 | | 1,875,000 | 1,875,000 | | 5,929,351 | 5,929,664 |
| **TOTAL PROJECT EXPENDITURES** | **372,615** | **1,979,204** | **1,051,792** | **242,548** | **2,252,452** | **50,000** | **1,925,000** | **1,925,000** | | **7,446,792** | **7,819,407** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| KING COUNTY FLOOD REDUCTION GRANT | 46,766 | 253,234 | 262,741 | | | | | | | 262,741 | 309,507 |
| RECREATION & CONSERVATION OFFICE | | | 230,451 | 217,548 | | | | | | 447,999 | 447,999 |
| KING COUNTY WASTEWATER | | | 25,000 | 25,000 | | | | | | 50,000 | 50,000 |
| SW CAPITAL FUND | 325,849 | 1,725,970 | 533,600 | | 2,252,452 | 50,000 | 1,925,000 | 1,925,000 | | 6,686,052 | 7,011,900 |
| **TOTAL PROJECT REVENUES** | **372,615** | **1,979,204** | **1,051,792** | **242,548** | **2,252,452** | **50,000** | **1,925,000** | **1,925,000** | | **7,446,792** | **7,819,407** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | 13,970 | | | 21,794 | | 18,750 | 18,750 | | 13,970 | |
| **PROJECT TIME LINE:** | | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | Q1Q2Q3Q4 | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | |
| CONSTRUCTION | | | | | Q3 Q4 | | Q3 Q4 | Q1Q2Q3Q4 | | | |

# *PUMP STATION 26 IMPROVEMENTS*



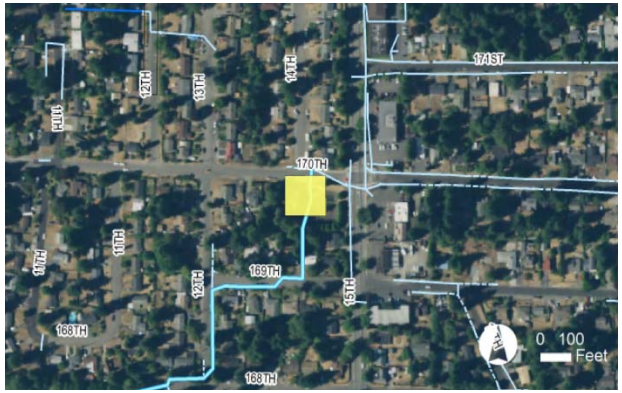

***Project Description:*** A condition assessment of the City's storm pump stations was completed in June 2016 in which major overhaul of Pump Station 26 was recommended because it is past its useful life. This project will provide design reconstructing the pump station, installing a Supervisory Control And Data Acquisition (SCADA) system, new controls and electrical systems.

***Service Impact:*** Extend life and improve reliability of the system and increase pump station capacity as necessary for additional surface water flow as the contributing drainage basin increases in housing and business density.

*Changes from the 2019-2024 CIP:* Construction scheduled for 2021.

| **PUMP STATION 26 IMPROVEMENTS** | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **ORGKEY: 3023362 J.L.# SW277800** | | | | | | | | | | | |
| **PHASE** | **PRIOR-YRS** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | **CIP TOTAL** | **PROJECT TOTAL** |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 1,785 | 334,180 | 460,291 | 64,203 | 2,233 | | | | | 526,727 | 528,512 |
| 2-REAL ESTATE ACQUISITION | | | | | | | | | | | - |
| 3-CONSTRUCTION | | | | 2,261,797 | | | | | | 2,261,797 | 2,261,797 |
| **TOTAL PROJECT EXPENDITURES** | **1,785** | **334,180** | **460,291** | **2,326,000** | **2,233** | | | | | **2,788,524** | **2,790,309** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| SW CAPITAL FUND | 1,785 | 334,180 | 460,291 | 2,326,000 | 2,233 | | | | | 2,788,524 | 2,790,309 |
| **TOTAL PROJECT REVENUES** | **1,785** | **334,180** | **460,291** | **2,326,000** | **2,233** | | | | | **2,788,524** | **2,790,309** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | | 22,618 | | | | | | | |
| **PROJECT TIME LINE:** | | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | Q1 Q2 Q3 Q4 | Q1 | | | | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | |
| CONSTRUCTION | | | | Q2 Q3 Q4 | | | | | | | |

# *PUMP STATION 30 UPGRADES*



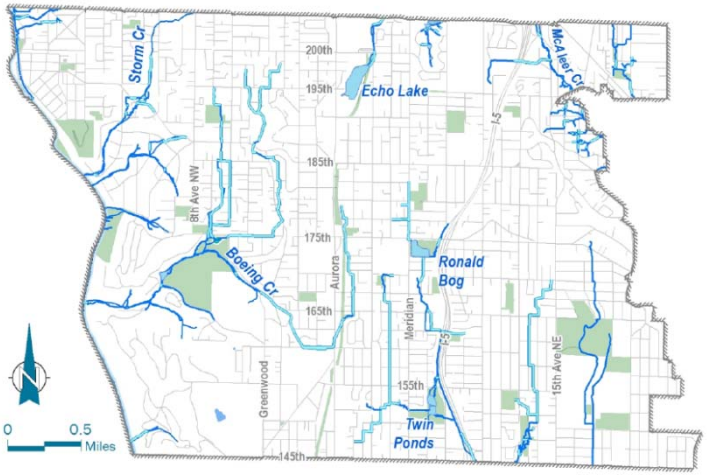

***Project Description:*** A condition assessment of the City's storm pump stations was completed in June 2016 in which major overhaul of Pump Station 30 was recommended because this pump station is past its useful service life. This project will provide design for reconstructing the station, reusing the existing wet well, adding a Supervisory Control and Data Acquisition (SCADA) system, upgrade the electrical service/transformer and install new controls and electrical systems.

***Service Impact:*** Extend life and improved reliability of the system.

*Changes from the 2019-2024 CIP*: None.

| PUMP STATION 30 UPGRADES | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 3023363 J.L.# SW277900 | | | | | | | | | | | |
| **PHASE** | **PRIOR-YRS** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | **CIP TOTAL** | **PROJECT TOTAL** |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 1,443 | 91,258 | 10,328 | | 292,000 | 25,000 | | | | 327,328 | 328,771 |
| 2-REAL ESTATE ACQUISITION | | | | | | | | | | | - |
| 3-CONSTRUCTION | | | | | | 1,800,000 | | | | 1,800,000 | 1,800,000 |
| **TOTAL PROJECT EXPENDITURES** | **1,443** | **91,258** | **10,328** | | **292,000** | **1,825,000** | | | | **2,127,328** | **2,128,771** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| SW CAPITAL FUND | 1,443 | 91,258 | 10,328 | | 292,000 | 1,825,000 | | | | 2,127,328 | 2,128,771 |
| **TOTAL PROJECT REVENUES** | **1,443** | **91,258** | **10,328** | | **292,000** | **1,825,000** | | | | **2,127,328** | **2,128,771** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | | | | 18,000 | | | | | |
| **PROJECT TIME LINE:** | | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | | Q3 Q4 | Q1 Q2 Q3 Q4 | | | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | |
| CONSTRUCTION | | | | | | Q1 Q2 Q3 | | | | | |

# *PUMP STATION MISCELLANEOUS IMPROVEMENTS*



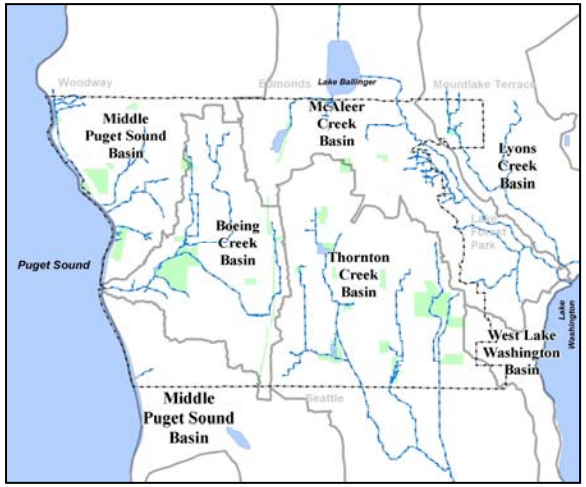

***Project Description:*** Six pump stations that were constructed between 2005 and 2010 have been identified for minor upgrades: Linden Avenue, Palatine, Pan Terra, Pump Station 25, Ronald Bog, and Serpentine. Recommended improvements vary by pump station. This project includes design and constructions of the general upgrades including electrical, Supervisory Control And Data Acquisition (SCADA) systems, signage, access bollards and redundant equipment.

***Service Impact:*** Improved pump station operations and redundancy.

*Changes from the 2019-2024 CIP*: None.

| PUMP STATION MISCELLANEOUS IMPROVEMENTS | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 3023364 J.L.# SW278000 | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 1,352 | 786,357 | 40,915 | | 76,000 | 10,000 | | | | 126,915 | 128,267 |
| 2-REAL ESTATE ACQUISITION | | | | | | | | | | | - |
| 3-CONSTRUCTION | | | | | | 383,000 | | | | 383,000 | 383,000 |
| **TOTAL PROJECT EXPENDITURES** | **1,352** | **786,357** | **40,915** | | **76,000** | **393,000** | | | | **509,915** | **511,267** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| SW CAPITAL FUND | 1,352 | 786,357 | 40,915 | | 76,000 | 393,000 | | | | 509,915 | 511,267 |
| **TOTAL PROJECT REVENUES** | **1,352** | **786,357** | **40,915** | | **76,000** | **393,000** | | | | **509,915** | **511,267** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | | | | 3,830 | | | | | |
| **PROJECT TIME LINE:** | | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | | Q2 Q3 Q4 | Q1 Q2 Q3 | | | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | |
| CONSTRUCTION | | | | | | Q1 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.

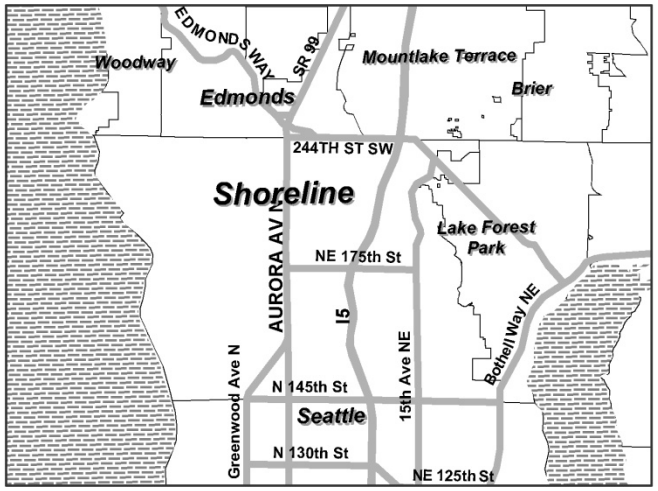
The project schedules design and construction phases in alternating years, while alternating repair methods (2018 CIPP design; 2019 CIPP construction, 2020 open-cut design, 2021 open-cut construction, 2022 CIPP design, 2023 CIPP construction, 2024-open cut design, etc.). This biennial design and construction cycle optimally 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 2019-2024 CIP*: None

| STORMWATER PIPE REPLACEMENT PROGRAM<br>ORGKEY: 3023305 J.L.# SW261200/SW261255<br>PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 513,974 | 487,821 | 399,583 | 235,351 | 150,450 | 233,884 | 50,000 | 50,000 | 250,000 | 1,369,268 | 1,883,242 |
| 2-REAL ESTATE ACQUISITION | 690 | | | | | | | | | | 690 |
| 3-CONSTRUCTION | 1,094,041 | 317,409 | 385,000 | 690,000 | 928,001 | 1,225,890 | 450,000 | | 1,250,000 | 4,928,891 | 6,022,932 |
| **TOTAL PROJECT EXPENDITURES** | **1,608,705** | **805,230** | **784,583** | **925,351** | **1,078,451** | **1,459,774** | **500,000** | **50,000** | **1,500,000** | **6,298,159** | **7,906,864** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| KING COUNTY FLOOD ZONE DISTRICT OPPORTUNITY | 291,061 | | | | | | | | | | 291,061 |
| SW CAPITAL FUND | 1,317,644 | 805,230 | 784,583 | 925,351 | 1,078,451 | 1,459,774 | 500,000 | 50,000 | 1,500,000 | 6,298,159 | 7,615,803 |
| **TOTAL PROJECT REVENUES** | **1,608,705** | **805,230** | **784,583** | **925,351** | **1,078,451** | **1,459,774** | **500,000** | **50,000** | **1,500,000** | **6,298,159** | **7,906,864** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | 3,174 | 3,850 | 6,900 | 9,280 | 12,259 | 4,500 | | 12,500 | 7,043 | |
| **PROJECT TIME LINE:** | | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| 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 | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | |
| CONSTRUCTION | | | | Q2 Q3 | Q2 Q3 | Q2 Q3 | Q2 Q3 | | Q2 Q3 | | |

# *SURFACE WATER SMALL DRAINAGE PROJECTS*



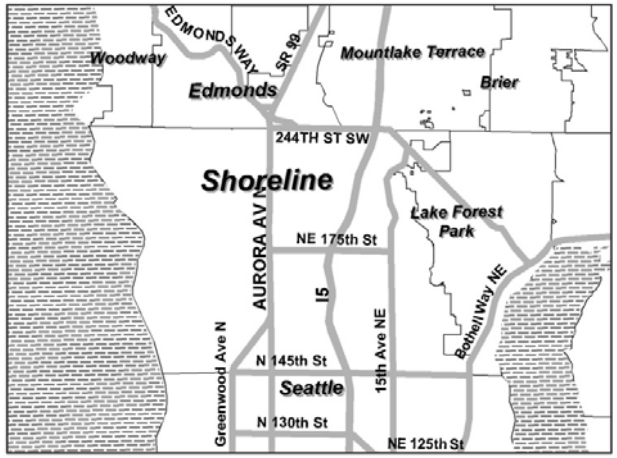

***Project Description:*** Small works drainage projects, City-wide, will be identified that provide for the construction of minor drainage improvements to reduce localized flooding or surface water-related problems at various locations throughout the city. Projects are identified through the City's 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. Budgeting generally allows for drainage assessments and design and construction of improvements at several sites each year.

*Changes from the 2022-2026 CIP:* Extended program into 2025 and 2026

| SURFACE WATER SMALL PROJECTS | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 3017105 J.L.# SW100700/SW100755 | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 908,862 | 200,000 | 438,302 | 241,166 | 11,698 | 183,433 | 212,724 | 50,000 | 150,000 | 1,287,323 | 2,196,185 |
| 2-REAL ESTATE ACQUISITION | 639 | | | | | | | | | | 639 |
| 3-CONSTRUCTION | 1,829,791 | 446,088 | | 826,186 | 380,209 | 447,026 | 560,174 | | 500,000 | 2,713,595 | 4,543,386 |
| **TOTAL PROJECT EXPENDITURES** | **2,739,293** | **646,088** | **438,302** | **1,067,352** | **391,907** | **630,459** | **772,898** | **50,000** | **650,000** | **4,000,918** | **6,740,211** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| KING COUNTY FLOOD ZONE DISTRICT OPPORTUNITY | 136,902 | | | | | | | | | | 136,902 |
| SW CAPITAL FUND | 2,602,391 | 646,088 | 438,302 | 1,067,352 | 391,907 | 630,459 | 772,898 | 50,000 | 650,000 | 4,000,918 | 6,603,309 |
| **TOTAL PROJECT REVENUES** | **2,739,293** | **646,088** | **438,302** | **1,067,352** | **391,907** | **630,459** | **772,898** | **50,000** | **650,000** | **4,000,918** | **6,740,211** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | 4,461 | | 8,262 | 3,802 | 4,470 | 5,602 | | 5,000 | 4,478 | |
| **PROJECT TIME LINE:** | | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| 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 | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | |
| CONSTRUCTION | | | | Q3 Q4 | Q3 Q4 | Q3 Q4 | Q3 Q4 | | Q3 Q4 | | |

# *SURFACE WATER MASTER PLAN UPDATE*



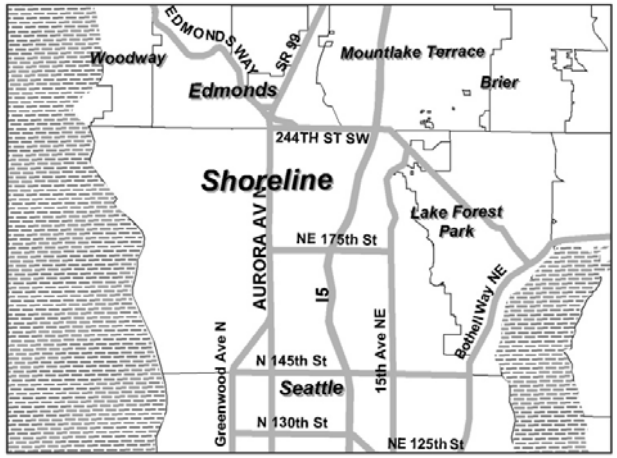

***Project Description:*** Project will revise and update the Surface Water Master Plan to reflect the changes in the City and the Surface Water Utility and provide a long term management strategy to ensure the continued financial viability of the Surface Water Utility. The master plan will evaluate 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 2019-2024:* The next update to the master plan has been added starting in 2022

| SURFACE WATER MASTER PLAN | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 3018165 J.L.#SW106000 | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 899,938 | | | | 289,819 | 298,513 | | | | 588,332 | 1,488,270 |
| 2-REAL ESTATE ACQUISITION | 45 | | | | | | | | | | 45 |
| 3-CONSTRUCTION | 97,721 | | | | | | | | | | 97,721 |
| **TOTAL PROJECT EXPENDITURES** | **997,704** | | | | **289,819** | **298,513** | | | | **588,332** | **1,586,036** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| SW CAPITAL FUND | 997,704 | | | | 289,819 | 298,513 | | | | 588,332 | 1,586,036 |
| **TOTAL PROJECT REVENUES** | **997,704** | | | | **289,819** | **298,513** | | | | **588,332** | **1,586,036** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | | | | | | | | | |
| **PROJECT TIME LINE:** | | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | | Q1 Q2 Q3 Q4 | Q1 Q2 Q3 Q4 | | | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | |
| CONSTRUCTION | | | | | | | | | | | |

# *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.

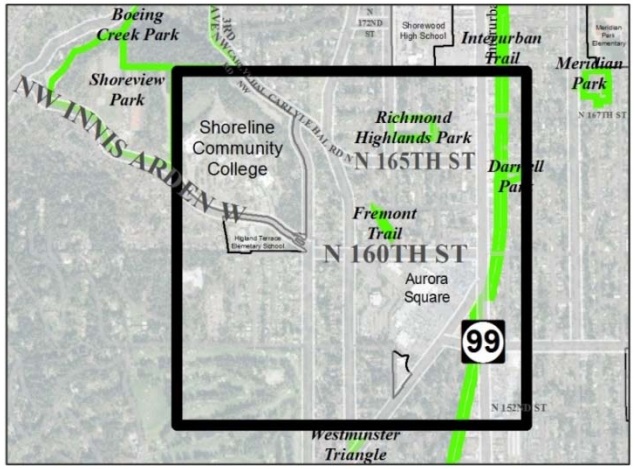
***Service Impact:*** This project will provide more accurate and timely information on upcoming projects for use in developing and updating each year's Capital Improvement Plan and completing applications for grant funding.

*<u>Changes from 2019-2024 CIP</u>: Funding for 2025 and 2026 added for the program*

| SURFACE WATER CAPITAL ENGINEERING<br>ORGKEY: 3013064 J.L.# SW107700<br>PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 2,464,803 | 421,617 | 378,149 | 223,270 | 248,770 | 258,721 | 269,070 | 279,832 | 291,026 | 1,948,838 | 4,413,641 |
| 2-REAL ESTATE ACQUISITION | | | | | | | | | | | - |
| 3-CONSTRUCTION | 920 | | | | | | | | | | 920 |
| **TOTAL PROJECT EXPENDITURES** | **2,465,723** | **421,617** | **378,149** | **223,270** | **248,770** | **258,721** | **269,070** | **279,832** | **291,026** | **1,948,838** | **4,414,561** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| SW CAPITAL FUND | 2,465,723 | 421,617 | 378,149 | 223,270 | 248,770 | 258,721 | 269,070 | 279,832 | 291,026 | 1,948,838 | 4,414,561 |
| **TOTAL PROJECT REVENUES** | **2,465,723** | **421,617** | **378,149** | **223,270** | **248,770** | **258,721** | **269,070** | **279,832** | **291,026** | **1,948,838** | **4,414,561** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | | | | | | | | | |
| **PROJECT TIME LINE:** | | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| 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 | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | |
| CONSTRUCTION | | | | | | | | | | | |

# *Projects to be completed in 2020*

# *BOEING CREEK REGIONAL STORMWATER FACILITY STUDY*



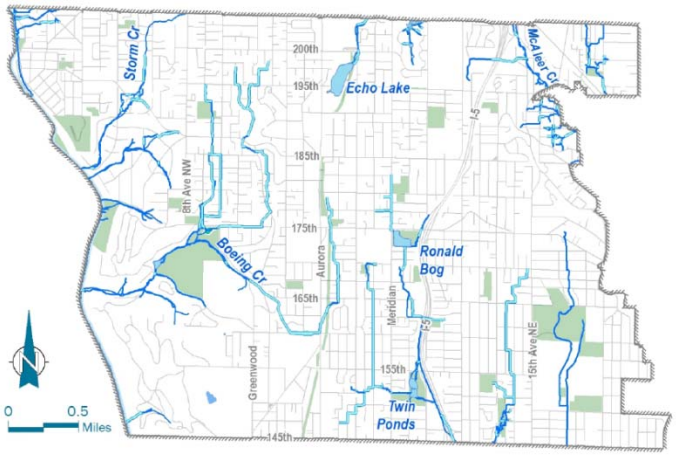

***Project Description:*** This project will conduct a feasibility assessment to construct a City-owned regional surface water detention facility to support redevelopment of properties within the Aurora Square Community Renewal Area (CRA). The feasibility study includes evaluation of design alternatives and financing mechanisms for development to fund facility.

***Service Impact:*** Encourage redevelopment within Aurora Square.

*<u>Changes from the 2019-2024 CIP</u>: None. Project completed*

| BOEING CREEK REGIONAL STORMWATER FACILITY STUDY | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: 3023335 J.L.# SW269200 | | | | | | | | | | | |
| **PHASE** | **PRIOR-YRS** | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | **CIP TOTAL** | **PROJECT TOTAL** |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 222,111 | 60,704 | 21,495 | | | | | | | 21,495 | 243,606 |
| 2-REAL ESTATE ACQUISITION | 164 | | | | | | | | | | 164 |
| 3-CONSTRUCTION | 189 | | | | | | | | | | 189 |
| **TOTAL PROJECT EXPENDITURES** | **222,465** | **60,704** | **21,495** | | | | | | | **21,495** | **243,960** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| SW CAPITAL FUND | 222,465 | 60,704 | 21,495 | | | | | | | 21,495 | 243,960 |
| **TOTAL PROJECT REVENUES** | **222,465** | **60,704** | **21,495** | | | | | | | **21,495** | **243,960** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | | | | | | | | | |
| **PROJECT TIME LINE:** | | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | | | | | | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | |
| CONSTRUCTION | | | | | | | | | | | |

# *STORM CREEK EROSION MANAGEMENT STUDY*



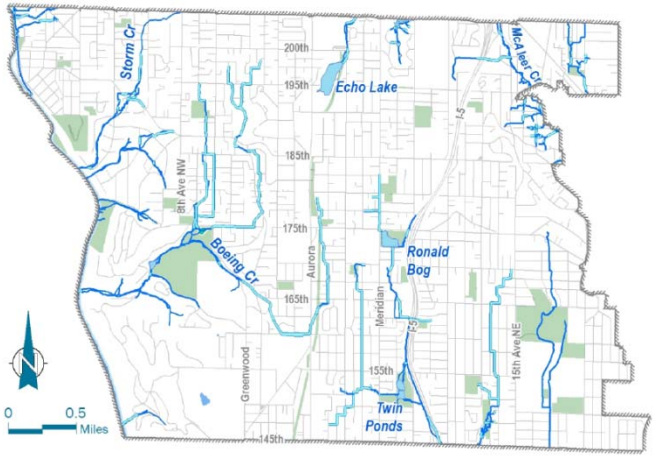

***Project Description:*** This project will investigate alternative solutions to manage ongoing erosion issues within lower Storm Creek.

***Service Impact:*** Manage erosion within lower Storm Creek.

*Changes from the 2021-2026 CIP:* No change.

| STORM CREEK EROSION MANAGEMENT STUDY<br>ORGKEY: 3023365 J.L.# SW278100<br>PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | 5,274 | 77,128 | 77,128 | | | | | | | 77,128 | 82,402 |
| 2-REAL ESTATE ACQUISITION | | | | | | | | | | | - |
| 3-CONSTRUCTION | | | | | | | | | | | - |
| **TOTAL PROJECT EXPENDITURES** | **5,274** | **77,128** | **77,128** | | | | | | | **77,128** | **82,402** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| SW CAPITAL FUND | 5,274 | 77,128 | 77,128 | | | | | | | 77,128 | 82,402 |
| **TOTAL PROJECT REVENUES** | **5,274** | **77,128** | **77,128** | | | | | | | **77,128** | **82,402** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | | | | | | | | | |
| **PROJECT TIME LINE:** | | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | | | | | | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | |
| CONSTRUCTION | | | | | | | | | | | |

# *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.

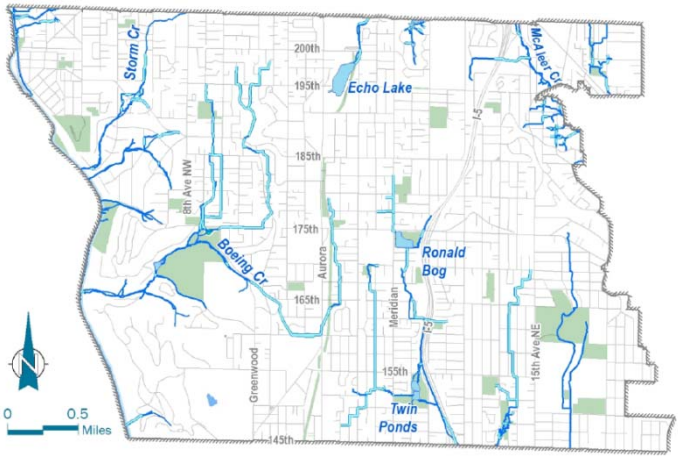
The Climate Impacts and Resiliency Study will evaluate approaches to reducing vulnerabilities and incorporating resiliency measures into capital improvements and operational practices.

***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 2021-2026 CIP*. Project complete

| CLIMATE IMPACTS AND RESILIENCY STUDY<br>ORGKEY: 3013376 J.L.# SW284700<br>PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | | 84,872 | 84,872 | | | | | | | 84,872 | 84,872 |
| 2-REAL ESTATE ACQUISITION | | | | | | | | | | | - |
| 3-CONSTRUCTION | | | | | | | | | | | - |
| **TOTAL PROJECT EXPENDITURES** | | **84,872** | **84,872** | | | | | | | **84,872** | **84,872** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| SW CAPITAL FUND | | 84,872 | 84,872 | | | | | | | 84,872 | 84,872 |
| **TOTAL PROJECT REVENUES** | | **84,872** | **84,872** | | | | | | | **84,872** | **84,872** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | | | | | | | | | |
| **PROJECT TIME LINE:** | | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | | | | | | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | |
| CONSTRUCTION | | | | | | | | | | | |

# *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 2019-2024 CIP*: None

| SYSTEM CAPACITY MODELING STUDY<br>ORGKEY: 3013374 J.L.# SW284400<br>PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | | 318,270 | 418,270 | | | | | | | 418,270 | 418,270 |
| 2-REAL ESTATE ACQUISITION | | | | | | | | | | | - |
| 3-CONSTRUCTION | | | | | | | | | | | - |
| **TOTAL PROJECT EXPENDITURES** | | **318,270** | **418,270** | | | | | | | **418,270** | **418,270** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| SW CAPITAL FUND | | 318,270 | 418,270 | | | | | | | 418,270 | 418,270 |
| **TOTAL PROJECT REVENUES** | | **318,270** | **418,270** | | | | | | | **418,270** | **418,270** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | | | | | | | | | |
| **PROJECT TIME LINE:** | | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | | | | | | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | |
| CONSTRUCTION | | | | | | | | | | | |

# *WESTMINSTER WAY N PIPE REPLACEMENT*

## *Project Description:*

An existing stormwater pipe was located on private property in the area to be redeveloped as part of Shoreline Place. This stormwater pipe needs to be relocated into the Right of Way. The work is being performed as part of the Westminster and 155th intersection project.

## *Service Impact:*

Improving existing infrastructure and supporting re-development.

| WESTMINSTER WAY N PIPE REPLACEMENT | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ORGKEY: NEW J.L.# NEW | | | | | | | | | | | |
| PHASE | PRIOR-YRS | 19-20CB | 19-20E | 2021E | 2022E | 2023E | 2024E | 2025E | 2026E | CIP TOTAL | PROJECT TOTAL |
| **PROJECT EXPENDITURES:** | | | | | | | | | | | |
| 1-PROJECT ADMINISTRATION | | | | | | | | | | | - |
| 2-REAL ESTATE ACQUISITION | | | | | | | | | | | - |
| 3-CONSTRUCTION | | | 500,000 | | | | | | | 500,000 | 500,000 |
| **TOTAL PROJECT EXPENDITURES** | | | **500,000** | | | | | | | **500,000** | **500,000** |
| **REVENUE SOURCES:** | | | | | | | | | | | |
| SW CAPITAL FUND | | | 500,000 | | | | | | | 500,000 | 500,000 |
| **TOTAL PROJECT REVENUES** | | | **500,000** | | | | | | | **500,000** | **500,000** |
| | ELIGIBLE (Y/N) | | | | | | | | | | |
| 1% FOR PUBLIC ART ELIGIBLE (Y/N) | **Y** | | 5,000 | | | | | | | 5,000 | |
| **PROJECT TIME LINE:** | | **19-20CB** | **19-20E** | **2021E** | **2022E** | **2023E** | **2024E** | **2025E** | **2026E** | | |
| PROJECT ADMINISTRATION | | | | | | | | | | | |
| REAL ESTATE ACQUISITION | | | | | | | | | | | |
| CONSTRUCTION | | | | | | | | | | | |

# APPENDIX

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# Financial Policies

As Adopted by the Shoreline City Council

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 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 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 biennial budget.

If reserves and/or fund balances fall below required levels as set by this policy, the City shall include within its biennial budget a plan to restore reserves and/or fund balance to the required levels.

All reserves will be presented in the City’s biennial 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 biennially 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 but 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 biennial 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.

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|---|---|---|---|---|
| **City of Shoreline** | June '18 cpi-U | 278.631 | | |
| **Range Placement Table** | June '19 cpi-U | 281.055 | Mkt Adj: | **0.87%** |
| **2.5% Between Ranges; 4% Between Steps** | Estimated % Change | 0.87% | Effective: | January 1, 2021 |
| | 100% of % Change: | 0.87% | | |

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 calculation.

| Range | Title | FLSA Status | Training Step 0 | 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 | 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 | 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 | n/a due to changes in WA State Min Wage | 13.92<br>28,945 |
| 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 | 13.72<br>28,528 | 14.26<br>29,669 |
| 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 | n/a due to changes in WA State Min Wage | 14.06<br>29,241 | 14.62<br>30,411 |
| 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 | n/a due to changes in WA State Min Wage | 13.86<br>28,819 | 14.41<br>29,972 | 14.99<br>31,171 |
| 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 | 13.66<br>28,404 | 14.20<br>29,540 | 14.77<br>30,722 | 15.36<br>31,950 |
| 8 | | | 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 | 14.00<br>29,114 | 14.56<br>30,278 | 15.14<br>31,490 | 15.74<br>32,749 |
| 9 | | | n/a due to changes in WA State Min Wage | n/a due to changes in WA State Min Wage | 13.80<br>28,694 | 14.35<br>29,842 | 14.92<br>31,035 | 15.52<br>32,277 | 16.14<br>33,568 |
| 10 | | | n/a due to changes in WA State Min Wage | n/a due to changes in WA State Min Wage | 14.14<br>29,411 | 14.71<br>30,588 | 15.29<br>31,811 | 15.91<br>33,084 | 16.54<br>34,407 |

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| Range | Title | FLSA Status | Training Step 0 | Min Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Max Step 6 |
|---|---|---|---|---|---|---|---|---|---|
| 11 | | | n/a due to changes in WA State Min Wage | 13.94<br>28,987 | 14.49<br>30,147 | 15.07<br>31,352 | 15.68<br>32,607 | 16.30<br>33,911 | 16.96<br>35,267 |
| 12 | | | 13.71<br>28,523 | 14.28<br>29,712 | 14.86<br>30,900 | 15.45<br>32,136 | 16.07<br>33,422 | 16.71<br>34,759 | 17.38<br>36,149 |
| 13 | | | 14.06<br>29,236 | 14.64<br>30,455 | 15.23<br>31,673 | 15.84<br>32,940 | 16.47<br>34,257 | 17.13<br>35,628 | 17.81<br>37,053 |
| 14 | | | 14.41<br>29,967 | 15.01<br>31,216 | 15.61<br>32,465 | 16.23<br>33,763 | 16.88<br>35,114 | 17.56<br>36,518 | 18.26<br>37,979 |
| 15 | | | 14.77<br>30,717 | 15.38<br>31,996 | 16.00<br>33,276 | 16.64<br>34,607 | 17.30<br>35,992 | 18.00<br>37,431 | 18.72<br>38,928 |
| 16 | | | 15.14<br>31,484 | 15.77<br>32,796 | 16.40<br>34,108 | 17.05<br>35,472 | 17.74<br>36,891 | 18.45<br>38,367 | 19.18<br>39,902 |
| 17 | | | 15.52<br>32,272 | 16.16<br>33,616 | 16.81<br>34,961 | 17.48<br>36,359 | 18.18<br>37,814 | 18.91<br>39,326 | 19.66<br>40,899 |
| 18 | | | 15.90<br>33,078 | 16.57<br>34,457 | 17.23<br>35,835 | 17.92<br>37,268 | 18.63<br>38,759 | 19.38<br>40,309 | 20.15<br>41,922 |
| 19 | | | 16.30<br>33,905 | 16.98<br>35,318 | 17.66<br>36,731 | 18.37<br>38,200 | 19.10<br>39,728 | 19.86<br>41,317 | 20.66<br>42,970 |
| 20 | | | 16.71<br>34,753 | 17.40<br>36,201 | 18.10<br>37,649 | 18.82<br>39,155 | 19.58<br>40,721 | 20.36<br>42,350 | 21.17<br>44,044 |

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|---|---|---|---|---|
| **City of Shoreline** | June '18 cpi-U | 278.631 | | |
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| Range | Title | FLSA Status | Training Step 0 | Min Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Max Step 6 |
|---|---|---|---|---|---|---|---|---|---|
| 21 | | | 17.13<br>35,622 | 17.84<br>37,106 | 18.55<br>38,590 | 19.30<br>40,134 | 20.07<br>41,739 | 20.87<br>43,409 | 21.70<br>45,145 |
| 22 | | | 17.55<br>36,512 | 18.29<br>38,034 | 19.02<br>39,555 | 19.78<br>41,137 | 20.57<br>42,783 | 21.39<br>44,494 | 22.25<br>46,274 |
| 23 | | | 17.99<br>37,425 | 18.74<br>38,984 | 19.49<br>40,544 | 20.27<br>42,166 | 21.08<br>43,852 | 21.93<br>45,606 | 22.80<br>47,431 |
| 24 | | | 18.44<br>38,361 | 19.21<br>39,959 | 19.98<br>41,557 | 20.78<br>43,220 | 21.61<br>44,949 | 22.47<br>46,746 | 23.37<br>48,616 |
| 25 | | | 18.90<br>39,320 | 19.69<br>40,958 | 20.48<br>42,596 | 21.30<br>44,300 | 22.15<br>46,072 | 23.04<br>47,915 | 23.96<br>49,832 |
| 26 | | | 19.38<br>40,303 | 20.18<br>41,982 | 20.99<br>43,661 | 21.83<br>45,408 | 22.70<br>47,224 | 23.61<br>49,113 | 24.56<br>51,078 |
| 27 | | | 19.86<br>41,310 | 20.69<br>43,032 | 21.52<br>44,753 | 22.38<br>46,543 | 23.27<br>48,405 | 24.20<br>50,341 | 25.17<br>52,354 |
| 28 | | | 20.36<br>42,343 | 21.21<br>44,107 | 22.05<br>45,872 | 22.94<br>47,706 | 23.85<br>49,615 | 24.81<br>51,599 | 25.80<br>53,663 |
| 29 | | | 20.87<br>43,402 | 21.74<br>45,210 | 22.61<br>47,018 | 23.51<br>48,899 | 24.45<br>50,855 | 25.43<br>52,889 | 26.44<br>55,005 |
| 30 | | | 21.39<br>44,487 | 22.28<br>46,340 | 23.17<br>48,194 | 24.10<br>50,122 | 25.06<br>52,127 | 26.06<br>54,212 | 27.11<br>56,380 |

**City of Shoreline**
**Range Placement Table**
**2.5% Between Ranges; 4% Between Steps**

| | | | | |
|---|---|---|---|---|
| June '18 cpi-U | 278.631 | | | |
| June '19 cpi-U | 281.055 | Mkt Adj: | **0.87%** |
| Estimated % Change | 0.87% | Effective: | January 1, 2021 |
| 100% of % Change: | 0.87% | | |

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 calculation.

| Range | Title | FLSA Status | Training Step 0 | Min Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Max Step 6 |
|---|---|---|---|---|---|---|---|---|---|
| 31 | | | 21.92 | 22.84 | 23.75 | 24.70 | 25.69 | 26.71 | 27.78 |
| | | | 45,599 | 47,499 | 49,399 | 51,375 | 53,430 | 55,567 | 57,790 |
| 32 | | | 22.47 | 23.41 | 24.34 | 25.32 | 26.33 | 27.38 | 28.48 |
| | | | 46,739 | 48,686 | 50,634 | 52,659 | 54,765 | 56,956 | 59,234 |
| 33 | | | 23.03 | 23.99 | 24.95 | 25.95 | 26.99 | 28.07 | 29.19 |
| | | | 47,907 | 49,903 | 51,900 | 53,976 | 56,135 | 58,380 | 60,715 |
| 34 | Administrative Assistant I | Non-Exempt, Hourly | 23.61 | 24.59 | 25.58 | 26.60 | 27.66 | 28.77 | 29.92 |
| | Grounds Maintenance Worker I | Non-Exempt, Hourly | 49,105 | 51,151 | 53,197 | 55,325 | 57,538 | 59,839 | 62,233 |
| | ~~Public Disclosure Specialist~~ | ~~Non-Exempt, Hourly~~ | | | | | | | |
| | ~~Senior Lifeguard~~ | ~~Non-Exempt, Hourly~~ | | | | | | | |
| | WW Utility Administrative Assist I | Non-Exempt, Hourly | | | | | | | |
| | WW Utility Customer Service Rep | Non-Exempt, Hourly | | | | | | | |
| 35 | | | 24.20 | 25.21 | 26.21 | 27.26 | 28.35 | 29.49 | 30.67 |
| | | | 50,333 | 52,430 | 54,527 | 56,708 | 58,976 | 61,335 | 63,789 |
| 36 | Parks Maintenance Worker I | Non-Exempt, Hourly | 24.80 | 25.84 | 26.87 | 27.95 | 29.06 | 30.23 | 31.43 |
| | PW Maintenance Worker I | Non-Exempt, Hourly | 51,591 | 53,741 | 55,890 | 58,126 | 60,451 | 62,869 | 65,384 |
| | **WW Utility Maintenace Worker I** | **Non-Exempt, Hourly** | | | | | | | |
| 37 | Finance Technician | Non-Exempt, Hourly | 25.42 | 26.48 | 27.54 | 28.64 | 29.79 | 30.98 | 32.22 |
| | Recreation Specialist I | Non-Exempt, Hourly | 52,881 | 55,084 | 57,287 | 59,579 | 61,962 | 64,441 | 67,018 |
| | WW Utility Accounting Technician | Non-Exempt, Hourly | | | | | | | |
| 38 | Administrative Assistant II | Non-Exempt, Hourly | 26.06 | 27.14 | 28.23 | 29.36 | 30.53 | 31.76 | 33.03 |
| | Facilities Maintenance Worker I | Non-Exempt, Hourly | 54,203 | 56,461 | 58,720 | 61,068 | 63,511 | 66,052 | 68,694 |
| | Grounds Maintenance Worker II | Non-Exempt, Hourly | | | | | | | |

| | | | | |
|---|---|---|---|---|
| **City of Shoreline** | June '18 cpi-U | 278.631 | | |
| **Range Placement Table** | June '19 cpi-U | 281.055 | Mkt Adj: | **0.87%** |
| **2.5% Between Ranges; 4% Between Steps** | Estimated % Change | 0.87% | Effective: | January 1, 2021 |
| | 100% of % Change: | 0.87% | | |

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 calculation.

| Range | Title | FLSA Status | Training Step 0 | Min Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Max Step 6 |
|---|---|---|---|---|---|---|---|---|---|
| 39 | | | 26.71 | 27.82 | 28.94 | 30.09 | 31.30 | 32.55 | 33.85 |
| | | | 55,558 | 57,873 | 60,188 | 62,595 | 65,099 | 67,703 | 70,411 |
| 40 | Parks Maintenance Worker II | Non-Exempt, Hourly | 27.38 | 28.52 | 29.66 | 30.85 | 32.08 | 33.36 | 34.70 |
| | Permit Technician | Non-Exempt, Hourly | 56,947 | 59,319 | 61,692 | 64,160 | 66,726 | 69,395 | 72,171 |
| | **Public Disclosure Specialist** | **Non-Exempt, Hourly** | | | | | | | |
| | PW Maintenance Worker II | Non-Exempt, Hourly | | | | | | | |
| | ~~**WW Utility Maintenance Worker**~~ | ~~**Non-Exempt, Hourly**~~ | | | | | | | |
| | **WW Utility Maintenance Worker II** | **Non-Exempt, Hourly** | | | | | | | |
| 41 | Public Art Coordinator | Non-Exempt, Hourly | 28.06 | 29.23 | 30.40 | 31.62 | 32.88 | 34.20 | 35.57 |
| | Recreation Specialist II | Non-Exempt, Hourly | 58,370 | 60,802 | 63,235 | 65,764 | 68,395 | 71,130 | 73,976 |
| | Senior Finance Technician | Non-Exempt, Hourly | | | | | | | |
| | Special Events Coordinator | Non-Exempt, Hourly | | | | | | | |
| 42 | Administrative Assistant III | Non-Exempt, Hourly | 28.76 | 29.96 | 31.16 | 32.41 | 33.70 | 35.05 | 36.45 |
| | Communication Specialist | Non-Exempt, Hourly | 59,830 | 62,323 | 64,815 | 67,408 | 70,104 | 72,909 | 75,825 |
| | ~~**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 | | | | | | | |
| | Surface Water Program Specialist | Non-Exempt, Hourly | | | | | | | |
| 43 | **Environmental Program Specialist** | **Non-Exempt, Hourly** | 29.48 | 30.71 | 31.94 | 33.22 | 34.55 | 35.93 | 37.37 |
| | Payroll Officer | Non-Exempt, Hourly | 61,325 | 63,881 | 66,436 | 69,093 | 71,857 | 74,731 | 77,721 |
| | Purchasing Coordinator | Non-Exempt, Hourly | | | | | | | |
| 44 | ~~**Assistant Planner**~~ | ~~**EXEMPT, Annual**~~ | 30.22 | 31.48 | 32.74 | 34.05 | 35.41 | 36.83 | 38.30 |
| | Engineering Technician | Non-Exempt, Hourly | 62,859 | 65,478 | 68,097 | 70,821 | 73,653 | 76,600 | 79,664 |
| | Senior Grounds Maintenance Worker | Non-Exempt, Hourly | | | | | | | |

| | | | | |
|---|---|---|---|---|
| **City of Shoreline** | June '18 cpi-U | 278.631 | | |
| **Range Placement Table** | June '19 cpi-U | 281.055 | Mkt Adj: | **0.87%** |
| **2.5% Between Ranges; 4% Between Steps** | Estimated % Change | 0.87% | Effective: | January 1, 2021 |
| | 100% of % Change: | 0.87% | | |

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 calculation.

| Range | Title | FLSA Status | Training Step 0 | Min Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Max Step 6 |
|---|---|---|---|---|---|---|---|---|---|
| 45 | Assistant Planner | EXEMPT, Annual | 30.98 | 32.27 | 33.56 | 34.90 | 36.30 | 37.75 | 39.26 |
| | CRT Representative | Non-Exempt, Hourly | 64,430 | 67,115 | 69,799 | 72,591 | 75,495 | 78,515 | 81,655 |
| | PRCS Rental & System Coordinator | Non-Exempt, Hourly | | | | | | | |
| | ~~Recreation Specialist III - Aquatics~~ | ~~Non-Exempt, Hourly~~ | | | | | | | |
| 46 | Deputy City Clerk | Non-Exempt, Hourly | 31.75 | 33.07 | 34.40 | 35.77 | 37.20 | 38.69 | 40.24 |
| | GIS Technician | Non-Exempt, Hourly | 66,041 | 68,792 | 71,544 | 74,406 | 77,382 | 80,477 | 83,697 |
| | 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-General Maintenance | Non-Exempt, Hourly | | | | | | | |
| | Senior Parks Maintenance Worker-Urban Forestry | Non-Exempt, Hourly | | | | | | | |
| | Senior Surface Water Program Specialist | Non-Exempt, Hourly | | | | | | | |
| | Senior WW Utility Maintenance Worker | Non-Exempt, Hourly | | | | | | | |
| | Staff Accountant | EXEMPT, Annual | | | | | | | |
| 47 | Code Enforcement Officer | Non-Exempt, Hourly | 32.54 | 33.90 | 35.26 | 36.67 | 38.13 | 39.66 | 41.24 |
| | Construction Inspector | Non-Exempt, Hourly | 67,692 | 70,512 | 73,333 | 76,266 | 79,317 | 82,489 | 85,789 |
| | Executive Assistant to City Manager | EXEMPT, Annual | | | | | | | |
| | Plans Examiner I | Non-Exempt, Hourly | | | | | | | |
| 48 | ~~Associate Planner~~ | ~~EXEMPT, Annual~~ | 33.36 | 34.75 | 36.14 | 37.58 | 39.09 | 40.65 | 42.28 |
| | | | 69,384 | 72,275 | 75,166 | 78,173 | 81,300 | 84,552 | 87,934 |
| 49 | Associate Planner | EXEMPT, Annual | 34.19 | 35.62 | 37.04 | 38.52 | 40.06 | 41.67 | 43.33 |
| | Grounds Maintenance Supervisor | EXEMPT, Annual | 71,119 | 74,082 | 77,045 | 80,127 | 83,332 | 86,665 | 90,132 |
| | IT Functional Analyst | EXEMPT, Annual | | | | | | | |
| | PRCS Supervisor I - Recreation | EXEMPT, Annual | | | | | | | |

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|---|---|---|---|---|
| **City of Shoreline** | June '18 cpi-U | 278.631 | | |
| **Range Placement Table** | June '19 cpi-U | 281.055 | Mkt Adj: | **0.87%** |
| **2.5% Between Ranges; 4% Between Steps** | Estimated % Change | 0.87% | Effective: | January 1, 2021 |
| | 100% of % Change: | 0.87% | | |

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 calculation.

| Range | Title | FLSA Status | Training Step 0 | Min Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Max Step 6 |
|---|---|---|---|---|---|---|---|---|---|
| 50 | ~~B&O Tax Analyst~~ | ~~EXEMPT, Annual~~ | 35.05 | 36.51 | 37.97 | 39.49 | 41.07 | 42.71 | 44.42 |
| | ~~Budget Analyst~~ | ~~EXEMPT, Annual~~ | 72,897 | 75,934 | 78,971 | 82,130 | 85,415 | 88,832 | 92,385 |
| | Combination Inspector | Non-Exempt, Hourly | | | | | | | |
| | Diversity and Inclusion Coordinator | EXEMPT, Annual | | | | | | | |
| | ~~Emergency Management Coordinator~~ | ~~EXEMPT, Annual~~ | | | | | | | |
| | ~~Environmental Services Coordinator~~ | ~~EXEMPT, Annual~~ | | | | | | | |
| | **Housing & Human Services Coordinator** | **EXEMPT, Annual** | | | | | | | |
| | Limited Term Light Rail Project Coordinator | EXEMPT, Annual | | | | | | | |
| | ~~Management Analyst~~ | ~~EXEMPT, Annual~~ | | | | | | | |
| | Neighborhoods Coordinator | EXEMPT, Annual | | | | | | | |
| | ~~Senior Accounting Analyst~~ | ~~EXEMPT, Annual~~ | | | | | | | |
| | ~~Plans Examiner II~~ | ~~Non-Exempt, Hourly~~ | | | | | | | |
| | Utility Operations Specialist | Non-Exempt, Hourly | | | | | | | |
| | WW Utility Specialist | Non-Exempt, Hourly | | | | | | | |
| 51 | **B&O Tax Analyst** | **EXEMPT, Annual** | 35.92 | 37.42 | 38.92 | 40.47 | 42.09 | 43.78 | 45.53 |
| | **Budget Analyst** | **EXEMPT, Annual** | 74,719 | 77,832 | 80,946 | 84,183 | 87,551 | 91,053 | 94,695 |
| | **Emergency Management Coordinator** | **EXEMPT, Annual** | | | | | | | |
| | **Environmental Services Coordinator** | **EXEMPT, Annual** | | | | | | | |
| | **Management Analyst** | **EXEMPT, Annual** | | | | | | | |
| | **Plans Examiner II** | **Non-Exempt, Hourly** | | | | | | | |
| | **Senior Accounting Analyst** | **EXEMPT, Annual** | | | | | | | |
| 52 | ~~Senior Human Resources Analyst~~ | ~~EXEMPT, Annual~~ | 36.82 | 38.35 | 39.89 | 41.48 | 43.14 | 44.87 | 46.66 |
| | ~~Web Developer~~ | ~~EXEMPT, Annual~~ | 76,587 | 79,778 | 82,969 | 86,288 | 89,740 | 93,329 | 97,062 |
| 53 | Communications Program Manager | EXEMPT, Annual | 37.74 | 39.31 | 40.89 | 42.52 | 44.22 | 45.99 | 47.83 |
| | ~~PRCS Supervisor II - Aquatics~~ | ~~EXEMPT, Annual~~ | 78,502 | 81,773 | 85,043 | 88,445 | 91,983 | 95,662 | 99,489 |
| | PRCS Supervisor II - Recreation | EXEMPT, Annual | | | | | | | |
| | **Senior Human Resources Analyst** | **EXEMPT, Annual** | | | | | | | |
| | **Web Systems Analyst** | **EXEMPT, Annual** | | | | | | | |

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|---|---|---|---|---|
| **City of Shoreline** | June '18 cpi-U | 278.631 | | |
| **Range Placement Table** | June '19 cpi-U | 281.055 | Mkt Adj: | **0.87%** |
| **2.5% Between Ranges; 4% Between Steps** | Estimated % Change | 0.87% | Effective: | January 1, 2021 |
| | 100% of % Change: | 0.87% | | |

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 calculation.

| Range | Title | FLSA Status | Training Step 0 | Min Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Max Step 6 |
|---|---|---|---|---|---|---|---|---|---|
| 54 | ~~CMO Management Analyst~~ | ~~EXEMPT, Annual~~ | 38.68 | 40.30 | 41.91 | 43.58 | 45.33 | 47.14 | 49.03 |
| | ~~Grants Administrator~~ | ~~EXEMPT, Annual~~ | 80,464 | 83,817 | 87,170 | 90,656 | 94,283 | 98,054 | 101,976 |
| | Code Enforcement and CRT Supervisor | EXEMPT, Annual | | | | | | | |
| | ~~Plans Examiner III~~ | ~~Non-Exempt, Hourly~~ | | | | | | | |
| | PW Maintenance Superintendent | EXEMPT, Annual | | | | | | | |
| | ~~Senior Management Analyst~~ | ~~EXEMPT, Annual~~ | | | | | | | |
| | Senior Planner | EXEMPT, Annual | | | | | | | |
| 55 | CMO Management Analyst | EXEMPT, Annual | 39.65 | 41.30 | 42.96 | 44.67 | 46.46 | 48.32 | 50.25 |
| | Engineer I - Capital Projects | EXEMPT, Annual | 82,476 | 85,912 | 89,349 | 92,923 | 96,640 | 100,505 | 104,525 |
| | Engineer I - Development Review | EXEMPT, Annual | | | | | | | |
| | Engineer I - Surface Water | EXEMPT, Annual | | | | | | | |
| | Engineer I - Traffic | EXEMPT, Annual | | | | | | | |
| | Grants Administrator | EXEMPT, Annual | | | | | | | |
| | Plans Examiner III | Non-Exempt, Hourly | | | | | | | |
| | Senior Management Analyst | EXEMPT, Annual | | | | | | | |
| 56 | ~~City Clerk~~ | ~~EXEMPT, Annual~~ | 40.64 | 42.34 | 44.03 | 45.79 | 47.62 | 49.53 | 51.51 |
| | Parks Superintendent | EXEMPT, Annual | 84,538 | 88,060 | 91,583 | 95,246 | 99,056 | 103,018 | 107,139 |
| 57 | ~~IT Projects Manager~~ | ~~EXEMPT, Annual~~ | 41.66 | 43.40 | 45.13 | 46.94 | 48.81 | 50.77 | 52.80 |
| | ~~Network Administrator~~ | ~~EXEMPT, Annual~~ | 86,651 | 90,262 | 93,872 | 97,627 | 101,532 | 105,593 | 109,817 |
| 58 | City Clerk | EXEMPT, Annual | 42.70 | 44.48 | 46.26 | 48.11 | 50.03 | 52.04 | 54.12 |
| | IT Projects Manager | EXEMPT, Annual | 88,817 | 92,518 | 96,219 | 100,068 | 104,070 | 108,233 | 112,563 |
| | Network Administrator | EXEMPT, Annual | | | | | | | |

| | | | | | |
|---|---|---|---|---|---|
| **City of Shoreline** | June '18 cpi-U | 278.631 | | | |
| **Range Placement Table** | June '19 cpi-U | 281.055 | | Mkt Adj: | **0.87%** |
| **2.5% Between Ranges; 4% Between Steps** | Estimated % Change | 0.87% | | Effective: | January 1, 2021 |
| | 100% of % Change: | 0.87% | | | |

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 calculation.

| Range | Title | FLSA Status | Training Step 0 | Min Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Max Step 6 |
|---|---|---|---|---|---|---|---|---|---|
| 59 | Budget and Tax Manager | EXEMPT, Annual | 43.77 | 45.59 | 47.42 | 49.31 | 51.28 | 53.34 | 55.47 |
| | Engineer II - Capital Projects | EXEMPT, Annual | 91,038 | 94,831 | 98,624 | 102,569 | 106,672 | 110,939 | 115,377 |
| | Engineer II - Development Review | EXEMPT, Annual | | | | | | | |
| | Engineer II - Surface Water | EXEMPT, Annual | | | | | | | |
| | Engineer II - Traffic | EXEMPT, Annual | | | | | | | |
| | ~~IT Systems Analyst~~ | ~~EXEMPT, Annual~~ | | | | | | | |
| | Lynnwood Link Extension Light Rail Project Manager | EXEMPT, Annual | | | | | | | |
| | Structural Plans Examiner | EXEMPT, Annual | | | | | | | |
| | Wastewater Manager | EXEMPT, Annual | | | | | | | |
| 60 | Community Services Manager | EXEMPT, Annual | 44.86 | 46.73 | 48.60 | 50.55 | 52.57 | 54.67 | 56.86 |
| | **IT Systems Analyst** | **EXEMPT, Annual** | 93,314 | 97,202 | 101,090 | 105,134 | 109,339 | 113,712 | 118,261 |
| | Recreation Superintendent | EXEMPT, Annual | | | | | | | |
| | Permit Services Manager | EXEMPT, Annual | | | | | | | |
| 61 | | | 45.98 | 47.90 | 49.82 | 51.81 | 53.88 | 56.04 | 58.28 |
| | | | 95,647 | 99,632 | 103,617 | 107,762 | 112,072 | 116,555 | 121,218 |
| 62 | Fleet and Facilities Manager | EXEMPT, Annual | 47.13 | 49.10 | 51.06 | 53.10 | 55.23 | 57.44 | 59.73 |
| | **Engineer III - Lead Project Manager** | **EXEMPT, Annual** | 98,038 | 102,123 | 106,208 | 110,456 | 114,874 | 119,469 | 124,248 |
| 63 | Building Official | EXEMPT, Annual | 48.31 | 50.32 | 52.34 | 54.43 | 56.61 | 58.87 | 61.23 |
| | City Traffic Engineer | EXEMPT, Annual | 100,489 | 104,676 | 108,863 | 113,217 | 117,746 | 122,456 | 127,354 |
| | Economic Development Program Manager | EXEMPT, Annual | | | | | | | |
| | Intergovernmental / CMO Program Manager | EXEMPT, Annual | | | | | | | |
| | Planning Manager | EXEMPT, Annual | | | | | | | |
| | SW Utility Manager | EXEMPT, Annual | | | | | | | |
| 64 | Finance Manager | EXEMPT, Annual | 49.52 | 51.58 | 53.65 | 55.79 | 58.02 | 60.34 | 62.76 |
| | | | 103,001 | 107,293 | 111,584 | 116,048 | 120,690 | 125,517 | 130,538 |

| | | | | |
|---|---|---|---|---|
| **City of Shoreline** | June '18 cpi-U | 278.631 | | |
| **Range Placement Table** | June '19 cpi-U | 281.055 | Mkt Adj: | **0.87%** |
| **2.5% Between Ranges; 4% Between Steps** | Estimated % Change | 0.87% | Effective: | January 1, 2021 |
| | 100% of % Change: | 0.87% | | |

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 calculation.

| Range | Title | FLSA Status | Training Step 0 | Min Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Max Step 6 |
|---|---|---|---|---|---|---|---|---|---|
| 65 | Assistant City Attorney | EXEMPT, Annual | 50.76 | 52.87 | 54.99 | 57.19 | 59.47 | 61.85 | 64.33 |
| | Development Review and Construction Manager | EXEMPT, Annual | 105,576 | 109,975 | 114,374 | 118,949 | 123,707 | 128,655 | 133,802 |
| | Engineering Manager | EXEMPT, Annual | | | | | | | |
| | Transportation Services Manager | EXEMPT, Annual | | | | | | | |
| 66 | | | 52.03 | 54.19 | 56.36 | 58.62 | 60.96 | 63.40 | 65.94 |
| | | | 108,215 | 112,724 | 117,233 | 121,923 | 126,800 | 131,872 | 137,147 |
| 67 | Information Technology Manager | EXEMPT, Annual | 53.33 | 55.55 | 57.77 | 60.08 | 62.49 | 64.98 | 67.58 |
| | Utility & Operations Manager | EXEMPT, Annual | 110,921 | 115,543 | 120,164 | 124,971 | 129,970 | 135,169 | 140,575 |
| 68 | | | 54.66 | 56.94 | 59.22 | 61.58 | 64.05 | 66.61 | 69.27 |
| | | | 113,694 | 118,431 | 123,168 | 128,095 | 133,219 | 138,548 | 144,090 |
| 69 | City Engineer | EXEMPT, Annual | 56.03 | 58.36 | 60.70 | 63.12 | 65.65 | 68.27 | 71.01 |
| | | | 116,536 | 121,392 | 126,248 | 131,298 | 136,549 | 142,011 | 147,692 |
| 70 | | | 57.43 | 59.82 | 62.21 | 64.70 | 67.29 | 69.98 | 72.78 |
| | | | 119,450 | 124,427 | 129,404 | 134,580 | 139,963 | 145,562 | 151,384 |
| 71 | | | 58.86 | 61.32 | 63.77 | 66.32 | 68.97 | 71.73 | 74.60 |
| | | | 122,436 | 127,537 | 132,639 | 137,944 | 143,462 | 149,201 | 155,169 |
| 72 | | | 60.33 | 62.85 | 65.36 | 67.98 | 70.70 | 73.52 | 76.47 |
| | | | 125,497 | 130,726 | 135,955 | 141,393 | 147,049 | 152,931 | 159,048 |
| 73 | Human Resource and Org. Development Director | EXEMPT, Annual | 61.84 | 64.42 | 67.00 | 69.68 | 72.46 | 75.36 | 78.38 |
| | | | 128,634 | 133,994 | 139,354 | 144,928 | 150,725 | 156,754 | 163,024 |
| 74 | | | | 66.03 | 68.67 | 71.42 | 74.28 | 77.25 | 80.34 |
| | | | | 137,344 | 142,838 | 148,551 | 154,493 | 160,673 | 167,100 |

| | | | | |
|---|---|---|---|---|
| **City of Shoreline** | June '18 cpi-U | 278.631 | | |
| **Range Placement Table** | June '19 cpi-U | 281.055 | Mkt Adj: | **0.87%** |
| **2.5% Between Ranges; 4% Between Steps** | Estimated % Change | 0.87% | Effective: | January 1, 2021 |
| | 100% of % Change: | 0.87% | | |

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 calculation.

| Range | Title | FLSA Status | Training Step 0 | Min Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Max Step 6 |
|---|---|---|---|---|---|---|---|---|---|
| 75 | Administrative Services Director | EXEMPT, Annual | 64.97 | 67.68 | 70.39 | 73.20 | 76.13 | 79.18 | 82.34 |
| | Parks, Rec & Cultural Svcs Director | EXEMPT, Annual | 135,146 | 140,777 | 146,409 | 152,265 | 158,355 | 164,690 | 171,277 |
| | Planning & Community Development Director | EXEMPT, Annual | | | | | | | |
| 76 | City Attorney | EXEMPT, Annual | 66.60 | 69.37 | 72.15 | 75.03 | 78.04 | 81.16 | 84.40 |
| | Public Works Director | EXEMPT, Annual | 138,525 | 144,297 | 150,069 | 156,072 | 162,314 | 168,807 | 175,559 |
| 77 | Assistant City Manager | EXEMPT, Annual | 68.26 | 71.11 | 73.95 | 76.91 | 79.99 | 83.19 | 86.51 |
| | | EXEMPT, Annual | 141,988 | 147,904 | 153,820 | 159,973 | 166,372 | 173,027 | 179,948 |

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**City of Shoreline**
**Extra Help Range Placement Table**
**2021**

COLA: 0.87%
Effective: January 1, 2021

| Range | Title | FLSA Status | Pay Band Minimum | Pay Band Maximum |
|---|---|---|---|---|
| 1 | Day Camp Leader<br>Special Events Attendant<br>Youth Outreach Leader | Non-Exempt, Hourly<br>Non-Exempt, Hourly<br>Non-Exempt, Hourly | $13.79 | $14.90 |
| 2 | Building Monitor<br>Indoor Playground Attendant<br>Sr. Day Camp Leader<br>~~Swim Instructor~~ | Non-Exempt, Hourly<br>Non-Exempt, Hourly<br>Non-Exempt, Hourly<br>Non-Exempt, Hourly | $14.03 | $15.21 |
| 3 | Special Events Assistant<br>Special Events Monitor<br>Teen Program Leader Assistant | Non-Exempt, Hourly<br>Non-Exempt, Hourly<br>Non-Exempt, Hourly | $14.26 | $15.53 |
| 4 | Records Clerk | Non-Exempt, Hourly | $14.51 | $15.87 |
| 5 | ~~Lifeguard/Swim Instructor~~<br>Undergraduate Intern<br>Teen Program Leader | Non-Exempt, Hourly<br>Non-Exempt, Hourly<br>Non-Exempt, Hourly | $0.00 | $0.00 |
| 6 | | | $0.00 | $0.00 |
| 7 | | | $15.51 | $17.26 |
| 8 | | | $0.00 | $0.00 |
| 9 | CIT Camp Director<br>Front Desk Attendant<br>Specialized Recreation Specialist | Non-Exempt, Hourly<br>Non-Exempt, Hourly<br>Non-Exempt, Hourly | $16.05 | $18.00 |
| 10 | | | $0.00 | $0.00 |
| 11 | Out of School Time Program Director<br>Assistant Camp Director | Non-Exempt, Hourly<br>Non-Exempt, Hourly | $17.18 | $19.57 |
| 12 | | | $17.47 | $20.00 |
| 13 | | | $0.00 | $0.00 |
| 14 | Camp Excel Specialist<br>Camp Director | Non-Exempt, Hourly<br>Non-Exempt, Hourly | $18.37 | $21.27 |
| 15 | | | $19.00 | $22.18 |
| 16 | | | $0.00 | $0.00 |

**City of Shoreline**
**Extra Help Range Placement Table**
**2021**

COLA: 0.87%
Effective: January 1, 2021

| Range | Title | FLSA Status | Pay Band Minimum | Pay Band Maximum |
|---|---|---|---|---|
| 17 | | | $0.00 | $0.00 |
| 18 | | | $20.31 | $24.09 |
| 19 | | | $0.00 | $0.00 |
| 20 | | | $21.37 | $25.64 |
| 21 | Engineering Support<br>~~Senior Lifeguard~~ | Non-Exempt, Hourly<br>Non-Exempt, Hourly | $0.00 | $0.00 |
| 22 | | | $0.00 | $0.00 |
| 23 | | | $0.00 | $0.00 |
| 24 | | | $0.00 | $0.00 |
| 25 | | | $24.00 | $29.18 |
| 26 | | | $0.00 | $0.00 |
| 27 | | | $25.83 | $31.43 |
| 28 | Finance Assistant<br>Permitting Assistant | Non-Exempt, Hourly | $0.00 | $0.00 |
| 29 | | | $27.82 | $33.85 |
| 30 | Grounds Maintenance Laborer<br>Parks Laborer | | $0.00 | $0.00 |
| 31 | Computer Support<br>GIS Support | Non-Exempt, Hourly<br>Non-Exempt, Hourly | $29.96 | $36.45 |
| 32 | PW Seasonal Laborer | Non-Exempt, Hourly | $0.00 | $0.00 |
| 33 | | Non-Exempt, Hourly | $32.27 | $39.26 |
| 34 | | Non-Exempt, Hourly | $0.00 | $0.00 |
| 35 | CMO Fellowship | Non-Exempt, Hourly | $0.00 | $0.00 |
| 36 | Facilities Maintenance | Non-Exempt, Hourly | $0.00 | $0.00 |

**City of Shoreline**
**Extra Help Range Placement Table**
**2021**

COLA: 0.87%
Effective: January 1, 2021

| Range | Title | FLSA Status | Pay Band | |
|---|---|---|---|---|
| | | | Minimum | Maximum |
| 37 | | | $0.00 | $0.00 |
| 38 | | | $0.00 | $0.00 |
| 39 | | | $0.00 | $0.00 |
| 40 | | | $0.00 | $0.00 |
| 41 | | | $0.00 | $0.00 |
| 42 | | | $0.00 | $0.00 |
| 43 | | | $0.00 | $0.00 |
| 44 | | | $0.00 | $0.00 |
| 45 | | | $0.00 | $0.00 |
| 46 | Videographer | Non-Exempt, Hourly | $0.00 | $0.00 |
| | Expert Professional | Non-Exempt, Hourly | $0.00 | $0.00 |
| | Inspector | Non-Exempt, Hourly | | |
| | Instructor | Non-Exempt, Hourly | | |

**Table Maintenance:** The 2020 Extra Help table has been structured to blend in substantial change in WA State minimum wage occurring in 2020. In 2020, the minimum wage will be $13.50. In 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 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.

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**City of Shoreline**
**Range Placement Table**
**2.5% Between Ranges; 4% Between Steps**

Estimated % Change 1.73%
100% of % Change: 1.73%

Estimated Mkt Adj: **1.73%**
Effective: January 1, 2022

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 calculation.

| Range | Title | FLSA Status | Training Step 0 | 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 | 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 | 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 | n/a due to changes in WA State Min Wage | 14.16<br>29,446 |
| 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 | 13.95<br>29,021 | 14.51<br>30,182 |
| 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 | n/a due to changes in WA State Min Wage | 14.30<br>29,747 | 14.87<br>30,937 |
| 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 | n/a due to changes in WA State Min Wage | 14.10<br>29,318 | 14.66<br>30,491 | 15.25<br>31,710 |
| 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 | 13.89<br>28,895 | 14.45<br>30,051 | 15.03<br>31,253 | 15.63<br>32,503 |
| 8 | | | 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 | 14.24<br>29,618 | 14.81<br>30,802 | 15.40<br>32,034 | 16.02<br>33,316 |
| 9 | | | n/a due to changes in WA State Min Wage | n/a due to changes in WA State Min Wage | 14.03<br>29,190 | 14.60<br>30,358 | 15.18<br>31,572 | 15.79<br>32,835 | 16.42<br>34,149 |
| 10 | | | n/a due to changes in WA State Min Wage | n/a due to changes in WA State Min Wage | 14.38<br>29,920 | 14.96<br>31,117 | 15.56<br>32,362 | 16.18<br>33,656 | 16.83<br>35,002 |

**City of Shoreline**
**Range Placement Table**
**2.5% Between Ranges; 4% Between Steps**

Estimated % Change 1.73%
100% of % Change: 1.73%

Estimated Mkt Adj: **1.73%**
Effective: January 1, 2022

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 calculation.

| Range | Title | FLSA Status | Training Step 0 | Min Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Max Step 6 |
|---|---|---|---|---|---|---|---|---|---|
| 11 | | | n/a due to changes in WA State Min Wage | 14.18<br>29,489 | 14.74<br>30,668 | 15.33<br>31,895 | 15.95<br>33,171 | 16.59<br>34,497 | 17.25<br>35,877 |
| 12 | | | 13.95<br>29,017 | 14.53<br>30,226 | 15.11<br>31,435 | 15.72<br>32,692 | 16.35<br>34,000 | 17.00<br>35,360 | 17.68<br>36,774 |
| 13 | | | 14.30<br>29,742 | 14.89<br>30,981 | 15.49<br>32,221 | 16.11<br>33,510 | 16.75<br>34,850 | 17.42<br>36,244 | 18.12<br>37,694 |
| 14 | | | 14.66<br>30,486 | 15.27<br>31,756 | 15.88<br>33,026 | 16.51<br>34,347 | 17.17<br>35,721 | 17.86<br>37,150 | 18.58<br>38,636 |
| 15 | | | 15.02<br>31,248 | 15.65<br>32,550 | 16.27<br>33,852 | 16.93<br>35,206 | 17.60<br>36,614 | 18.31<br>38,079 | 19.04<br>39,602 |
| 16 | | | 15.40<br>32,029 | 16.04<br>33,364 | 16.68<br>34,698 | 17.35<br>36,086 | 18.04<br>37,530 | 18.76<br>39,031 | 19.52<br>40,592 |
| 17 | | | 15.78<br>32,830 | 16.44<br>34,198 | 17.10<br>35,566 | 17.78<br>36,988 | 18.49<br>38,468 | 19.23<br>40,007 | 20.00<br>41,607 |
| 18 | | | 16.18<br>33,651 | 16.85<br>35,053 | 17.53<br>36,455 | 18.23<br>37,913 | 18.96<br>39,429 | 19.71<br>41,007 | 20.50<br>42,647 |
| 19 | | | 16.58<br>34,492 | 17.27<br>35,929 | 17.96<br>37,366 | 18.68<br>38,861 | 19.43<br>40,415 | 20.21<br>42,032 | 21.02<br>43,713 |
| 20 | | | 17.00<br>35,354 | 17.71<br>36,827 | 18.41<br>38,300 | 19.15<br>39,832 | 19.92<br>41,426 | 20.71<br>43,083 | 21.54<br>44,806 |

**City of Shoreline**
**Range Placement Table**
**2.5% Between Ranges; 4% Between Steps**

Estimated % Change 1.73%
100% of % Change: 1.73%

Estimated Mkt Adj: **1.73%**
Effective: January 1, 2022

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 calculation.

| Range | Title | FLSA Status | Training Step 0 | Min Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Max Step 6 |
|---|---|---|---|---|---|---|---|---|---|
| 21 | | | 17.42<br>36,238 | 18.15<br>37,748 | 18.87<br>39,258 | 19.63<br>40,828 | 20.41<br>42,461 | 21.23<br>44,160 | 22.08<br>45,926 |
| 22 | | | 17.86<br>37,144 | 18.60<br>38,692 | 19.35<br>40,239 | 20.12<br>41,849 | 20.92<br>43,523 | 21.76<br>45,264 | 22.63<br>47,074 |
| 23 | | | 18.30<br>38,073 | 19.07<br>39,659 | 19.83<br>41,245 | 20.62<br>42,895 | 21.45<br>44,611 | 22.31<br>46,395 | 23.20<br>48,251 |
| 24 | | | 18.76<br>39,024 | 19.54<br>40,650 | 20.33<br>42,276 | 21.14<br>43,967 | 21.98<br>45,726 | 22.86<br>47,555 | 23.78<br>49,457 |
| 25 | | | 19.23<br>40,000 | 20.03<br>41,667 | 20.83<br>43,333 | 21.67<br>45,067 | 22.53<br>46,869 | 23.43<br>48,744 | 24.37<br>50,694 |
| 26 | | | 19.71<br>41,000 | 20.53<br>42,708 | 21.35<br>44,417 | 22.21<br>46,193 | 23.10<br>48,041 | 24.02<br>49,963 | 24.98<br>51,961 |
| 27 | | | 20.20<br>42,025 | 21.05<br>43,776 | 21.89<br>45,527 | 22.76<br>47,348 | 23.67<br>49,242 | 24.62<br>51,212 | 25.61<br>53,260 |
| 28 | | | 20.71<br>43,076 | 21.57<br>44,870 | 22.44<br>46,665 | 23.33<br>48,532 | 24.27<br>50,473 | 25.24<br>52,492 | 26.25<br>54,592 |
| 29 | | | 21.23<br>44,152 | 22.11<br>45,992 | 23.00<br>47,832 | 23.92<br>49,745 | 24.87<br>51,735 | 25.87<br>53,804 | 26.90<br>55,956 |
| 30 | | | 21.76<br>45,256 | 22.66<br>47,142 | 23.57<br>49,028 | 24.51<br>50,989 | 25.49<br>53,028 | 26.51<br>55,149 | 27.57<br>57,355 |

**City of Shoreline**
**Range Placement Table**
**2.5% Between Ranges; 4% Between Steps**

Estimated % Change 1.73%
100% of % Change: 1.73%

Estimated Mkt Adj: **1.73%**
Effective: January 1, 2022

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 calculation.

| Range | Title | FLSA Status | Training Step 0 | Min Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Max Step 6 |
|---|---|---|---|---|---|---|---|---|---|
| 31 | | | 22.30 | 23.23 | 24.16 | 25.13 | 26.13 | 27.18 | 28.26 |
| | | | 46,388 | 48,321 | 50,253 | 52,263 | 54,354 | 56,528 | 58,789 |
| 32 | | | 22.86 | 23.81 | 24.76 | 25.75 | 26.79 | 27.86 | 28.97 |
| | | | 47,547 | 49,529 | 51,510 | 53,570 | 55,713 | 57,941 | 60,259 |
| 33 | | | 23.43 | 24.41 | 25.38 | 26.40 | 27.45 | 28.55 | 29.69 |
| | | | 48,736 | 50,767 | 52,797 | 54,909 | 57,106 | 59,390 | 61,766 |
| 34 | Administrative Assistant I | Non-Exempt, Hourly | 24.02 | 25.02 | 26.02 | 27.06 | 28.14 | 29.27 | 30.44 |
| | Grounds Maintenance Worker I | Non-Exempt, Hourly | 49,954 | 52,036 | 54,117 | 56,282 | 58,533 | 60,875 | 63,310 |
| | WW Utility Administrative Assist I | Non-Exempt, Hourly | | | | | | | |
| | WW Utility Customer Service Rep | Non-Exempt, Hourly | | | | | | | |
| 35 | | | 24.62 | 25.64 | 26.67 | 27.74 | 28.84 | 30.00 | 31.20 |
| | | | 51,203 | 53,337 | 55,470 | 57,689 | 59,997 | 62,396 | 64,892 |
| 36 | Parks Maintenance Worker I | Non-Exempt, Hourly | 25.23 | 26.28 | 27.34 | 28.43 | 29.57 | 30.75 | 31.98 |
| | PW Maintenance Worker I | Non-Exempt, Hourly | 52,483 | 54,670 | 56,857 | 59,131 | 61,497 | 63,956 | 66,515 |
| | WW Utility Maintenace Worker I | Non-Exempt, Hourly | | | | | | | |
| 37 | Finance Technician | Non-Exempt, Hourly | 25.86 | 26.94 | 28.02 | 29.14 | 30.30 | 31.52 | 32.78 |
| | Recreation Specialist I | Non-Exempt, Hourly | 53,795 | 56,037 | 58,278 | 60,610 | 63,034 | 65,555 | 68,178 |
| | WW Utility Accounting Technician | Non-Exempt, Hourly | | | | | | | |
| 38 | Administrative Assistant II | Non-Exempt, Hourly | 26.51 | 27.61 | 28.72 | 29.87 | 31.06 | 32.30 | 33.60 |
| | Facilities Maintenance Worker I | Non-Exempt, Hourly | 55,140 | 57,438 | 59,735 | 62,125 | 64,610 | 67,194 | 69,882 |
| | Grounds Maintenance Worker II | Non-Exempt, Hourly | | | | | | | |

**City of Shoreline**
**Range Placement Table**
**2.5% Between Ranges; 4% Between Steps**

Estimated % Change 1.73%
100% of % Change: 1.73%

Estimated Mkt Adj: **1.73%**
Effective: January 1, 2022

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 calculation.

| Range | Title | FLSA Status | Training Step 0 | Min Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Max Step 6 |
|---|---|---|---|---|---|---|---|---|---|
| 39 | | | 27.17 | 28.30 | 29.44 | 30.61 | 31.84 | 33.11 | 34.44 |
| | | | 56,519 | 58,874 | 61,229 | 63,678 | 66,225 | 68,874 | 71,629 |
| 40 | Parks Maintenance Worker II | Non-Exempt, Hourly | 27.85 | 29.01 | 30.17 | 31.38 | 32.63 | 33.94 | 35.30 |
| | Permit Technician | Non-Exempt, Hourly | 57,932 | 60,346 | 62,760 | 65,270 | 67,881 | 70,596 | 73,420 |
| | Public Disclosure Specialist | Non-Exempt, Hourly | | | | | | | |
| | PW Maintenance Worker II | Non-Exempt, Hourly | | | | | | | |
| | WW Utility Maintenance Worker II | Non-Exempt, Hourly | | | | | | | |
| 41 | Public Art Coordinator | Non-Exempt, Hourly | 28.55 | 29.74 | 30.93 | 32.16 | 33.45 | 34.79 | 36.18 |
| | Recreation Specialist II | Non-Exempt, Hourly | 59,380 | 61,854 | 64,329 | 66,902 | 69,578 | 72,361 | 75,255 |
| | Senior Finance Technician | Non-Exempt, Hourly | | | | | | | |
| | Special Events Coordinator | Non-Exempt, Hourly | | | | | | | |
| 42 | Administrative Assistant III | Non-Exempt, Hourly | 29.26 | 30.48 | 31.70 | 32.97 | 34.29 | 35.66 | 37.08 |
| | Communication Specialist | Non-Exempt, Hourly | 60,865 | 63,401 | 65,937 | 68,574 | 71,317 | 74,170 | 77,137 |
| | 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 | | | | | | | |
| | Surface Water Program Specialist | Non-Exempt, Hourly | | | | | | | |
| 43 | Environmental Program Specialist | Non-Exempt, Hourly | 29.99 | 31.24 | 32.49 | 33.79 | 35.14 | 36.55 | 38.01 |
| | Payroll Officer | Non-Exempt, Hourly | 62,386 | 64,986 | 67,585 | 70,289 | 73,100 | 76,024 | 79,065 |
| | Purchasing Coordinator | Non-Exempt, Hourly | | | | | | | |
| 44 | Engineering Technician | Non-Exempt, Hourly | 30.74 | 32.02 | 33.31 | 34.64 | 36.02 | 37.46 | 38.96 |
| | Senior Grounds Maintenance Worker | Non-Exempt, Hourly | 63,946 | 66,610 | 69,275 | 72,046 | 74,928 | 77,925 | 81,042 |

**City of Shoreline**
**Range Placement Table**
**2.5% Between Ranges; 4% Between Steps**

Estimated % Change 1.73%
100% of % Change: 1.73%

Estimated Mkt Adj: **1.73%**
Effective: January 1, 2022

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 calculation.

| Range | Title | FLSA Status | Training Step 0 | Min Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Max Step 6 |
|---|---|---|---|---|---|---|---|---|---|
| 45 | Assistant Planner | EXEMPT, Annual | 31.51 | 32.82 | 34.14 | 35.50 | 36.92 | 38.40 | 39.94 |
| | CRT Representative | Non-Exempt, Hourly | 65,545 | 68,276 | 71,007 | 73,847 | 76,801 | 79,873 | 83,068 |
| | PRCS Rental & System Coordinator | Non-Exempt, Hourly | | | | | | | |
| 46 | Deputy City Clerk | Non-Exempt, Hourly | 32.30 | 33.65 | 34.99 | 36.39 | 37.85 | 39.36 | 40.93 |
| | GIS Technician | Non-Exempt, Hourly | 67,183 | 69,983 | 72,782 | 75,693 | 78,721 | 81,870 | 85,144 |
| | IT Specialist | Non-Exempt, Hourly | | | | | | | |
| | Senior Facilities Maintenance Worker | Non-Exempt, Hourly | | | | | | | |
| | Senior PW Maintenance Worker | Non-Exempt, Hourly | | | | | | | |
| | Senior Parks Maintenance Worker-General Mntenance | Non-Exempt, Hourly | | | | | | | |
| | Senior Parks Maintenance Worker-Urban Forestry | Non-Exempt, Hourly | | | | | | | |
| | Senior Surface Water Program Specialist | Non-Exempt, Hourly | | | | | | | |
| | Senior WW Utility Maintenance Worker | Non-Exempt, Hourly | | | | | | | |
| | Staff Accountant | EXEMPT, Annual | | | | | | | |
| 47 | Code Enforcement Officer | Non-Exempt, Hourly | 33.11 | 34.49 | 35.87 | 37.30 | 38.79 | 40.34 | 41.96 |
| | Construction Inspector | Non-Exempt, Hourly | 68,863 | 71,732 | 74,601 | 77,585 | 80,689 | 83,916 | 87,273 |
| | Executive Assistant to City Manager | EXEMPT, Annual | | | | | | | |
| | Plans Examiner I | Non-Exempt, Hourly | | | | | | | |
| 48 | | | 33.93 | 35.35 | 36.76 | 38.23 | 39.76 | 41.35 | 43.01 |
| | | | 70,584 | 73,525 | 76,466 | 79,525 | 82,706 | 86,014 | 89,455 |
| 49 | Associate Planner | EXEMPT, Annual | 34.78 | 36.23 | 37.68 | 39.19 | 40.76 | 42.39 | 44.08 |
| | Grounds Maintenance Supervisor | EXEMPT, Annual | 72,349 | 75,363 | 78,378 | 81,513 | 84,774 | 88,165 | 91,691 |
| | IT Functional Analyst | EXEMPT, Annual | | | | | | | |
| | PRCS Supervisor I - Recreation | EXEMPT, Annual | | | | | | | |

**City of Shoreline**
**Range Placement Table**
**2.5% Between Ranges; 4% Between Steps**

Estimated % Change 1.73%
100% of % Change: 1.73%

Estimated Mkt Adj: **1.73%**
Effective: January 1, 2022

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 calculation.

| Range | Title | FLSA Status | Training Step 0 | Min Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Max Step 6 |
|---|---|---|---|---|---|---|---|---|---|
| 50 | Combination Inspector | Non-Exempt, Hourly | 35.65 | 37.14 | 38.62 | 40.17 | 41.78 | 43.45 | 45.18 |
| | Diversity and Inclusion Coordinator | EXEMPT, Annual | 74,158 | 77,248 | 80,338 | 83,551 | 86,893 | 90,369 | 93,984 |
| | Housing & Human Services Coordinator | EXEMPT, Annual | | | | | | | |
| | Limited Term Light Rail Project Coordinator | EXEMPT, Annual | | | | | | | |
| | Neighborhoods Coordinator | EXEMPT, Annual | | | | | | | |
| | Utility Operations Specialist | Non-Exempt, Hourly | | | | | | | |
| | WW Utility Specialist | Non-Exempt, Hourly | | | | | | | |
| 51 | B&O Tax Analyst | EXEMPT, Annual | 36.54 | 38.07 | 39.59 | 41.17 | 42.82 | 44.53 | 46.31 |
| | Budget Analyst | EXEMPT, Annual | 76,012 | 79,179 | 82,346 | 85,640 | 89,065 | 92,628 | 96,333 |
| | Emergency Management Coordinator | EXEMPT, Annual | | | | | | | |
| | Environmental Services Coordinator | EXEMPT, Annual | | | | | | | |
| | Management Analyst | EXEMPT, Annual | | | | | | | |
| | Plans Examiner II | Non-Exempt, Hourly | | | | | | | |
| | Senior Accounting Analyst | EXEMPT, Annual | | | | | | | |
| 52 | | | 37.46 | 39.02 | 40.58 | 42.20 | 43.89 | 45.65 | 47.47 |
| | | | 77,912 | 81,158 | 84,405 | 87,781 | 91,292 | 94,944 | 98,742 |
| 53 | Communications Program Manager | EXEMPT, Annual | 38.39 | 39.99 | 41.59 | 43.26 | 44.99 | 46.79 | 48.66 |
| | PRCS Supervisor II - Recreation | EXEMPT, Annual | 79,860 | 83,187 | 86,515 | 89,975 | 93,574 | 97,317 | 101,210 |
| | Senior Human Resources Analyst | EXEMPT, Annual | | | | | | | |
| | Web Systems Analyst | EXEMPT, Annual | | | | | | | |
| 54 | Code Enforcement and CRT Supervisor | EXEMPT, Annual | 39.35 | 40.99 | 42.63 | 44.34 | 46.11 | 47.96 | 49.88 |
| | PW Maintenance Superintendent | EXEMPT, Annual | 81,856 | 85,267 | 88,678 | 92,225 | 95,914 | 99,750 | 103,740 |
| | Senior Planner | EXEMPT, Annual | | | | | | | |

**City of Shoreline**
**Range Placement Table**
**2.5% Between Ranges; 4% Between Steps**

Estimated % Change 1.73%
100% of % Change: 1.73%

Estimated Mkt Adj: **1.73%**
Effective: January 1, 2022

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 calculation.

| Range | Title | FLSA Status | Training Step 0 | Min Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Max Step 6 |
|---|---|---|---|---|---|---|---|---|---|
| 55 | CMO Management Analyst | EXEMPT, Annual | 40.34 | 42.02 | 43.70 | 45.45 | 47.27 | 49.16 | 51.12 |
| | Engineer I - Capital Projects | EXEMPT, Annual | 83,903 | 87,399 | 90,895 | 94,530 | 98,312 | 102,244 | 106,334 |
| | Engineer I - Development Review | EXEMPT, Annual | | | | | | | |
| | Engineer I - Surface Water | EXEMPT, Annual | | | | | | | |
| | Engineer I - Traffic | EXEMPT, Annual | | | | | | | |
| | Grants Administrator | EXEMPT, Annual | | | | | | | |
| | Plans Examiner III | Non-Exempt, Hourly | | | | | | | |
| | Senior Management Analyst | EXEMPT, Annual | | | | | | | |
| | Senior Planner | EXEMPT, Annual | | | | | | | |
| 56 | Parks Superintendent | EXEMPT, Annual | 41.35 | 43.07 | 44.79 | 46.58 | 48.45 | 50.38 | 52.40 |
| | | | 86,000 | 89,584 | 93,167 | 96,894 | 100,769 | 104,800 | 108,992 |
| 57 | | | 42.38 | 44.15 | 45.91 | 47.75 | 49.66 | 51.64 | 53.71 |
| | | | 88,150 | 91,823 | 95,496 | 99,316 | 103,289 | 107,420 | 111,717 |
| 58 | City Clerk | EXEMPT, Annual | 43.44 | 45.25 | 47.06 | 48.94 | 50.90 | 52.94 | 55.05 |
| | IT Projects Manager | EXEMPT, Annual | 90,354 | 94,119 | 97,883 | 101,799 | 105,871 | 110,106 | 114,510 |
| | Network Administrator | EXEMPT, Annual | | | | | | | |
| 59 | Budget and Tax Manager | EXEMPT, Annual | 44.53 | 46.38 | 48.24 | 50.17 | 52.17 | 54.26 | 56.43 |
| | Engineer II - Capital Projects | EXEMPT, Annual | 92,613 | 96,472 | 100,331 | 104,344 | 108,518 | 112,858 | 117,373 |
| | Engineer II - Development Review | EXEMPT, Annual | | | | | | | |
| | Engineer II - Surface Water | EXEMPT, Annual | | | | | | | |
| | Engineer II - Traffic | EXEMPT, Annual | | | | | | | |
| | Lynnwood Link Extension Light Rail Project Manager | EXEMPT, Annual | | | | | | | |
| | Structural Plans Examiner | EXEMPT, Annual | | | | | | | |
| | Wastewater Manager | EXEMPT, Annual | | | | | | | |

**City of Shoreline**
**Range Placement Table**
**2.5% Between Ranges; 4% Between Steps**

Estimated % Change 1.73%
100% of % Change: 1.73%

Estimated Mkt Adj: **1.73%**
Effective: January 1, 2022

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 calculation.

| Range | Title | FLSA Status | Training Step 0 | Min Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Max Step 6 |
|---|---|---|---|---|---|---|---|---|---|
| 60 | Community Services Manager | EXEMPT, Annual | 45.64 | 47.54 | 49.44 | 51.42 | 53.48 | 55.62 | 57.84 |
| | IT Systems Analyst | EXEMPT, Annual | 94,928 | 98,883 | 102,839 | 106,952 | 111,231 | 115,680 | 120,307 |
| | Recreation Superintendent | EXEMPT, Annual | | | | | | | |
| | Permit Services Manager | EXEMPT, Annual | | | | | | | |
| 61 | | | 46.78 | 48.73 | 50.68 | 52.70 | 54.81 | 57.01 | 59.29 |
| | | | 97,301 | 101,356 | 105,410 | 109,626 | 114,011 | 118,572 | 123,315 |
| 62 | Fleet and Facilities Manager | EXEMPT, Annual | 47.95 | 49.95 | 51.94 | 54.02 | 56.18 | 58.43 | 60.77 |
| | Engineer III - Lead Project Manager | EXEMPT, Annual | 99,734 | 103,890 | 108,045 | 112,367 | 116,862 | 121,536 | 126,398 |
| 63 | Building Official | EXEMPT, Annual | 49.15 | 51.20 | 53.24 | 55.37 | 57.59 | 59.89 | 62.29 |
| | City Traffic Engineer | EXEMPT, Annual | 102,227 | 106,487 | 110,746 | 115,176 | 119,783 | 124,574 | 129,557 |
| | Economic Development Program Manager | EXEMPT, Annual | | | | | | | |
| | Intergovernmental / CMO Program Manager | EXEMPT, Annual | | | | | | | |
| | Planning Manager | EXEMPT, Annual | | | | | | | |
| | SW Utility Manager | EXEMPT, Annual | | | | | | | |
| 64 | Finance Manager | EXEMPT, Annual | 50.38 | 52.48 | 54.57 | 56.76 | 59.03 | 61.39 | 63.84 |
| | | | 104,783 | 109,149 | 113,515 | 118,055 | 122,778 | 127,689 | 132,796 |
| 65 | Assistant City Attorney | EXEMPT, Annual | 51.64 | 53.79 | 55.94 | 58.18 | 60.50 | 62.92 | 65.44 |
| | Development Review and Construction Manager | EXEMPT, Annual | 107,403 | 111,878 | 116,353 | 121,007 | 125,847 | 130,881 | 136,116 |
| | Engineering Manager | EXEMPT, Annual | | | | | | | |
| | Transportation Services Manager | EXEMPT, Annual | | | | | | | |
| 66 | | | 52.93 | 55.13 | 57.34 | 59.63 | 62.02 | 64.50 | 67.08 |
| | | | 110,088 | 114,675 | 119,262 | 124,032 | 128,993 | 134,153 | 139,519 |
| 67 | Information Technology Manager | EXEMPT, Annual | 54.25 | 56.51 | 58.77 | 61.12 | 63.57 | 66.11 | 68.75 |
| | Utility & Operations Manager | EXEMPT, Annual | 112,840 | 117,541 | 122,243 | 127,133 | 132,218 | 137,507 | 143,007 |

**City of Shoreline**
**Range Placement Table**
**2.5% Between Ranges; 4% Between Steps**

Estimated % Change 1.73%
100% of % Change: 1.73%

Estimated Mkt Adj: **1.73%**
Effective: January 1, 2022

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 calculation.

| Range | Title | FLSA Status | Training Step 0 | Min Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Max Step 6 |
|---|---|---|---|---|---|---|---|---|---|
| 68 | | | 55.61 | 57.92 | 60.24 | 62.65 | 65.16 | 67.76 | 70.47 |
| | | | 115,661 | 120,480 | 125,299 | 130,311 | 135,524 | 140,945 | 146,582 |
| 69 | City Engineer | EXEMPT, Annual | 57.00 | 59.37 | 61.75 | 64.22 | 66.78 | 69.46 | 72.23 |
| | | | 118,552 | 123,492 | 128,432 | 133,569 | 138,912 | 144,468 | 150,247 |
| 70 | | | 58.42 | 60.86 | 63.29 | 65.82 | 68.45 | 71.19 | 74.04 |
| | | | 121,516 | 126,579 | 131,642 | 136,908 | 142,385 | 148,080 | 154,003 |
| 71 | | | 59.88 | 62.38 | 64.87 | 67.47 | 70.17 | 72.97 | 75.89 |
| | | | 124,554 | 129,744 | 134,934 | 140,331 | 145,944 | 151,782 | 157,853 |
| 72 | | | 61.38 | 63.94 | 66.49 | 69.15 | 71.92 | 74.80 | 77.79 |
| | | | 127,668 | 132,987 | 138,307 | 143,839 | 149,593 | 155,576 | 161,800 |
| 73 | Human Resource and Org. Development Director | EXEMPT, Annual | 62.91 | 65.53 | 68.16 | 70.88 | 73.72 | 76.67 | 79.73 |
| | | | 130,860 | 136,312 | 141,765 | 147,435 | 153,333 | 159,466 | 165,844 |
| 74 | | | | 67.17 | 69.86 | 72.65 | 75.56 | 78.58 | 81.73 |
| | | | | 139,720 | 145,309 | 151,121 | 157,166 | 163,453 | 169,991 |
| 75 | Administrative Services Director | EXEMPT, Annual | 66.10 | 68.85 | 71.61 | 74.47 | 77.45 | 80.55 | 83.77 |
| | Parks, Rec & Cultural Svcs Director | EXEMPT, Annual | 137,484 | 143,213 | 148,941 | 154,899 | 161,095 | 167,539 | 174,240 |
| | Planning & Community Development Director | EXEMPT, Annual | | | | | | | |
| 76 | City Attorney | EXEMPT, Annual | 67.75 | 70.57 | 73.40 | 76.33 | 79.39 | 82.56 | 85.86 |
| | Public Works Director | | 140,921 | 146,793 | 152,665 | 158,772 | 165,122 | 171,727 | 178,596 |
| 77 | Assistant City Manager | EXEMPT, Annual | 69.44 | 72.34 | 75.23 | 78.24 | 81.37 | 84.63 | 88.01 |
| | | EXEMPT, Annual | 144,444 | 150,463 | 156,482 | 162,741 | 169,250 | 176,020 | 183,061 |

**City of Shoreline**
**Extra Help Range Placement Table**
**2022**

Estimated COLA: 1.73%
Effective: January 1, 2022

| Range | Title | FLSA Status | Pay Band Minimum | Pay Band Maximum |
|---|---|---|---|---|
| 1 | Day Camp Leader<br>Special Events Attendant<br>Youth Outreach Leader | Non-Exempt, Hourly<br>Non-Exempt, Hourly<br>Non-Exempt, Hourly | $14.03 | $15.16 |
| 2 | Building Monitor<br>Indoor Playground Attendant<br>Sr. Day Camp Leader | Non-Exempt, Hourly<br>Non-Exempt, Hourly<br>Non-Exempt, Hourly | $14.27 | $15.47 |
| 3 | Special Events Assistant<br>Special Events Monitor<br>Teen Program Leader Assistant | Non-Exempt, Hourly<br>Non-Exempt, Hourly<br>Non-Exempt, Hourly | $14.51 | $15.80 |
| 4 | Records Clerk | Non-Exempt, Hourly | $14.76 | $16.14 |
| 5 | Undergraduate Intern<br>Teen Program Leader | Non-Exempt, Hourly<br>Non-Exempt, Hourly | $0.00 | $0.00 |
| 6 | | | $0.00 | $0.00 |
| 7 | | | $0.00 | $0.00 |
| 8 | | | $0.00 | $0.00 |
| 9 | CIT Camp Director<br>Front Desk Attendant<br>Specialized Recreation Specialist | Non-Exempt, Hourly<br>Non-Exempt, Hourly<br>Non-Exempt, Hourly | $0.00 | $0.00 |
| 10 | | | $0.00 | $0.00 |
| 11 | Out of School Time Program Director<br>Assistant Camp Director | Non-Exempt, Hourly<br>Non-Exempt, Hourly | $18.69 | $21.64 |
| 12 | | | $19.33 | $22.56 |
| 13 | | | $0.00 | $0.00 |
| 14 | Camp Excel Specialist<br>Camp Director | Non-Exempt, Hourly<br>Non-Exempt, Hourly | $20.66 | $24.51 |
| 15 | | | $21.74 | $26.08 |
| 16 | | | $0.00 | $0.00 |
| 17 | | | $0.00 | $0.00 |

**City of Shoreline**
**Extra Help Range Placement Table**
**2022**

Estimated COLA: 1.73%
Effective: January 1, 2022

| Range | Title | FLSA Status | Pay Band | |
|---|---|---|---|---|
| | | | Minimum | Maximum |
| 18 | | | $0.00 | $0.00 |
| 19 | | | $0.00 | $0.00 |
| 20 | | | $26.28 | $31.97 |
| 21 | Engineering Support | Non-Exempt, Hourly<br>Non-Exempt, Hourly | $0.00 | $0.00 |
| 22 | | | $0.00 | $0.00 |
| 23 | | | $0.00 | $0.00 |
| 24 | | | $0.00 | $0.00 |
| 25 | | | $32.83 | $39.94 |
| 26 | | | $0.00 | $0.00 |
| 27 | | | $0.00 | $0.00 |
| 28 | Finance Assistant<br>Permitting Assistant | Non-Exempt, Hourly | $0.00 | $0.00 |
| 29 | | | $0.00 | $0.00 |
| 30 | Grounds Maintenance Laborer<br>Parks Laborer | | $0.00 | $0.00 |
| 31 | Computer Support<br>GIS Support | Non-Exempt, Hourly<br>Non-Exempt, Hourly | $0.00 | $0.00 |
| 32 | PW Seasonal Laborer | Non-Exempt, Hourly | $0.00 | $0.00 |
| 33 | | Non-Exempt, Hourly | $0.00 | $0.00 |
| 34 | | Non-Exempt, Hourly | $0.00 | $0.00 |
| 35 | CMO Fellowship | Non-Exempt, Hourly | $0.00 | $0.00 |
| 36 | Facilities Maintenance | Non-Exempt, Hourly | $0.00 | $0.00 |
| 37 | | | $0.00 | $0.00 |

**City of Shoreline**

**Extra Help Range Placement Table**

**2022**

Estimated COLA: 1.73%

Effective: January 1, 2022

| Range | Title | FLSA Status | Pay Band | |
|---|---|---|---|---|
| | | | Minimum | Maximum |
| 38 | | | $0.00 | $0.00 |
| 39 | | | $0.00 | $0.00 |
| 40 | | | $0.00 | $0.00 |
| 41 | | | $0.00 | $0.00 |
| 42 | | | $0.00 | $0.00 |
| 43 | | | $0.00 | $0.00 |
| 44 | | | $0.00 | $0.00 |
| 45 | | | $0.00 | $0.00 |
| 46 | Videographer | Non-Exempt, Hourly | $0.00 | $0.00 |
| | Expert Professional<br>Inspector<br>Instructor | Non-Exempt, Hourly<br>Non-Exempt, Hourly<br>Non-Exempt, Hourly | $0.00 | $0.00 |

**Table Maintenance:** The 2020 Extra Help table has been structured to blend in substantial change in WA State minimum wage occurring in 2020. In 2020, the minimum wage will be $13.50. In 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 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.

The tables below provide the details on the City's personnel compliment as included in the proposed budget by Department and fund with a comparison to the prior biennium:

### *2021 FTEs by Fund and Department*

| Department | General Fund | Street Fund | Public Arts Fund | General Capital Fund | City Facilities Major Main. Fund | Roads Capital Fund | Surface Water Utility | Wastewater Utility | Vehicle Operations Fund | Total |
|---|---|---|---|---|---|---|---|---|---|---|
| **City Council** | 7.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | **7.000** |
| **City Manager** | 22.250 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | **22.250** |
| **Recreation, Cultural & Community Services** | 26.980 | 0.000 | 0.250 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | **27.230** |
| **City Attorney** | 3.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | **3.000** |
| **Administrative Services** | 34.425 | 0.000 | 0.000 | 0.500 | 0.000 | 0.000 | 0.000 | 4.050 | 0.000 | **38.975** |
| **Human Resources** | 3.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | **3.000** |
| **Planning & Community Development** | 22.820 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | **22.820** |
| **Public Works** | 15.730 | 9.320 | 0.000 | 0.680 | 0.000 | 13.380 | 17.010 | 10.180 | 0.000 | **66.300** |
| **2021 TOTAL** | **135.205** | **9.320** | **0.250** | **1.180** | **0.000** | **13.380** | **17.010** | **14.230** | **0.000** | **190.575** |
| *2020 TOTAL* | *138.525* | *9.300* | *0.250* | *2.110* | *0.000* | *11.270* | *17.020* | *14.150* | *2.150* | *194.775* |
| *Difference between 2020 and 2021* | *-3.320* | *0.020* | *0.000* | *-0.930* | *0.000* | *2.110* | *-0.010* | *0.080* | *-2.150* | *-4.200* |

### *2022 FTEs by Fund and Department*

| Department | General Fund | Street Fund | Public Arts Fund | General Capital Fund | City Facilities Major Main. Fund | Roads Capital Fund | Surface Water Utility | Wastewater Utility | Vehicle Operations Fund | Total |
|---|---|---|---|---|---|---|---|---|---|---|
| **City Council** | 7.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | **7.000** |
| **City Manager** | 22.250 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | **22.250** |
| **Recreation, Cultural & Community Services** | 26.980 | 0.000 | 0.250 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | **27.230** |
| **City Attorney** | 3.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | **3.000** |
| **Administrative Services** | 34.425 | 0.000 | 0.000 | 0.500 | 0.000 | 0.000 | 0.000 | 4.050 | 0.000 | **38.975** |
| **Human Resources** | 3.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | **3.000** |
| **Planning & Community Development** | 22.820 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | **22.820** |
| **Public Works** | 15.730 | 9.320 | 0.000 | 0.418 | 0.000 | 13.581 | 17.071 | 10.180 | 0.000 | **66.300** |
| **2022 TOTAL** | **135.205** | **9.320** | **0.250** | **0.918** | **0.000** | **13.581** | **17.071** | **14.230** | **0.000** | **190.575** |
| *2021 TOTAL* | *135.205* | *9.320* | *0.250* | *1.180* | *0.000* | *13.380* | *17.010* | *14.230* | *0.000* | *190.575* |
| *Difference between 2021 and 2022* | *0.000* | *0.000* | *0.000* | *-0.262* | *0.000* | *0.201* | *0.061* | *0.000* | *0.000* | *0.000* |

## City of Shoreline Budgeted Positions and FTEs

| Department | Job Title | 2019 Position Count | 2019 FTE Count | 2020 Position Count | 2020 FTE Count | 2021 Position Count | 2021 FTE Count | 2022 Position Count | 2022 FTE Count |
|---|---|---|---|---|---|---|---|---|---|
| City Council | Mayor | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| City Council | Deputy Mayor | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| City Council | Councilmember | 5 | 5.000 | 5 | 5.000 | 5 | 5.000 | 5 | 5.000 |
| | ***Department Total*** | **7** | **7.000** | **7** | **7.000** | **7** | **7.000** | **7** | **7.000** |
| | | | | | | | | | |
| City Manager | Administrative Assistant II | 3 | 2.500 | 3 | 2.500 | 3 | 2.250 | 3 | 2.250 |
| City Manager | Administrative Assistant III | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| City Manager | Assistant City Manager | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| City Manager | City Clerk | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| City Manager | City Manager | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| City Manager | CMO Management Analyst | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| City Manager | Code Enforcement Officer | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| City Manager | Communication Specialist | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| City Manager | Communications Program Manager | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| City Manager | Construction Inspector | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 2 | 1.000 |
| City Manager | Customer Response Team Representative | 2 | 2.000 | 2 | 2.000 | 2 | 2.000 | 2 | 2.000 |
| City Manager | Code Enforcement and Customer Response Team Supervisor | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| City Manager | Deputy City Clerk | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| City Manager | Economic Development Program Manager | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| City Manager | Engineer II: Development Review | 1 | 1.000 | 0 | 0.000 | 0 | 0.000 | 0 | 0.000 |
| City Manager | Executive Assistant to the City Manager | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| City Manager | Intergovernmental Program Manager | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| City Manager | Light Rail Project Coordinator | 0 | 0.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| City Manager | Lynnwood Link Extension Light Rail Project Manager | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| City Manager | Public Disclosure Specialist | 1 | 0.500 | 1 | 0.500 | 1 | 0.500 | 1 | 0.500 |
| City Manager | Records Coordinator | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| City Manager | Senior Planner | 2 | 1.125 | 1 | 0.500 | 0 | 0.000 | 0 | 0.000 |
| City Manager | WW Administrative Assistant I | 0 | 0.500 | 0 | 0.500 | 0 | 0.500 | 1 | 0.500 |
| | ***Department Total*** | **25** | **23.625** | **24** | **23.000** | **23** | **22.250** | **25** | **22.250** |
| | | | | | | | | | |
| Recreation, Cultural & Community Services | Administrative Assistant I | 0 | 0.000 | 0 | 0.000 | 1 | 0.600 | 0 | 0.600 |
| Recreation, Cultural & Community Services | Administrative Assistant II | 1 | 1.000 | 1 | 1.000 | 4 | 4.000 | 0 | 4.000 |
| Recreation, Cultural & Community Services | Administrative Assistant III | 0 | 0.000 | 0 | 0.000 | 1 | 1.000 | 0 | 1.000 |
| Recreation, Cultural & Community Services | Diversity & Inclusion Coordinator | 1 | 0.600 | 1 | 0.600 | 1 | 0.600 | 0 | 0.600 |
| Recreation, Cultural & Community Services | Community Services Manager | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 0 | 1.000 |
| Recreation, Cultural & Community Services | Emergency Management Coordinator | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 0 | 1.000 |
| Recreation, Cultural & Community Services | Environmental Program Specialist | 0 | 0.000 | 1 | 1.000 | 1 | 1.000 | 0 | 1.000 |
| Recreation, Cultural & Community Services | Environmental Services Coordinator | 0 | 0.000 | 1 | 1.000 | 1 | 1.000 | 0 | 1.000 |
| Recreation, Cultural & Community Services | Grants Administrator | 0 | 0.180 | 0 | 0.180 | 1 | 0.880 | 0 | 0.880 |
| Recreation, Cultural & Community Services | Housing Human Services Coordinator | 0 | 0.000 | 0 | 0.000 | 1 | 0.500 | 0 | 0.500 |
| Recreation, Cultural & Community Services | Neighborhoods Coordinator | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 0 | 1.000 |
| Recreation, Cultural & Community Services | PRCS Supervisor 1 - Recreation | 0 | 0.000 | 0 | 0.000 | 2 | 1.900 | 0 | 1.900 |
| Recreation, Cultural & Community Services | PRCS Supervisor 2 - Recreation | 0 | 0.000 | 0 | 0.000 | 1 | 1.000 | 0 | 1.000 |
| Recreation, Cultural & Community Services | Public Art Coordinator | 0 | 0.000 | 0 | 0.000 | 1 | 0.500 | 0 | 0.500 |
| Recreation, Cultural & Community Services | Recreation and Community Services Director | 0 | 0.000 | 0 | 0.000 | 1 | 1.000 | 0 | 1.000 |
| Recreation, Cultural & Community Services | Recreation Specialist I | 0 | 0.000 | 0 | 0.000 | 5 | 2.950 | 0 | 2.950 |
| Recreation, Cultural & Community Services | Recreation Specialist II | 0 | 0.000 | 0 | 0.000 | 5 | 4.400 | 0 | 4.400 |
| Recreation, Cultural & Community Services | Recreation Superintendent | 0 | 0.000 | 0 | 0.000 | 1 | 1.000 | 0 | 1.000 |
| Recreation, Cultural & Community Services | Rental & System Coordinator | 0 | 0.000 | 0 | 0.000 | 0 | 0.300 | 0 | 0.300 |
| Recreation, Cultural & Community Services | Senior Management Analyst | 0 | 0.000 | 0 | 0.000 | 1 | 0.600 | 0 | 0.600 |
| Recreation, Cultural & Community Services | Special Events Coordinator | 0 | 0.000 | 0 | 0.000 | 1 | 1.000 | 0 | 1.000 |
| | ***Department Total*** | **5** | **4.780** | **7** | **6.780** | **32** | **27.230** | **0** | **27.230** |
| | | | | | | | | | |
| City Attorney | Assistant City Attorney | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| City Attorney | City Attorney | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| City Attorney | Legal Assistant | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| | ***Department Total*** | **3** | **3.000** | **3** | **3.000** | **3** | **3.000** | **3** | **3.000** |

## City of Shoreline Budgeted Positions and FTEs

| Department | Job Title | 2019 Position Count | 2019 FTE Count | 2020 Position Count | 2020 FTE Count | 2021 Position Count | 2021 FTE Count | 2022 Position Count | 2022 FTE Count |
|---|---|---|---|---|---|---|---|---|---|
| Administrative Services | Administrative Assistant II | 1 | 1.250 | 1 | 1.250 | 2 | 1.250 | 2 | 1.250 |
| Administrative Services | Administrative Assistant III | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Administrative Services | Administrative Services Director | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Administrative Services | B&O Tax Analyst | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Administrative Services | Budget Analyst | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Administrative Services | Budget & Tax Manager | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Administrative Services | Fleet & Facilities Manager | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Administrative Services | Facilities Maintenance Worker II | 2 | 2.000 | 2 | 2.000 | 2 | 2.000 | 2 | 2.000 |
| Administrative Services | Finance Manager | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Administrative Services | Finance Technician | 1 | 1.000 | 1 | 1.000 | 1 | 0.625 | 1 | 0.625 |
| Administrative Services | GIS Technician | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Administrative Services | Grants Administrator | 1 | 0.700 | 1 | 0.700 | 0 | 0.000 | 0 | 0.000 |
| Administrative Services | Information Technology Manager | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Administrative Services | IT Functional Analyst | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Administrative Services | IT Projects Manager | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Administrative Services | IT Specialist | 2 | 1.500 | 2 | 1.500 | 2 | 1.500 | 2 | 1.500 |
| Administrative Services | IT Systems Analyst | 2 | 2.000 | 2 | 2.000 | 2 | 2.000 | 2 | 2.000 |
| Administrative Services | Management Analyst | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Administrative Services | Network Administrator | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Administrative Services | Parks Maintenance Worker I | 0 | 0.000 | 0 | 0.000 | 2 | 2.000 | 2 | 2.000 |
| Administrative Services | Parks Maintenance Worker II | 0 | 0.000 | 0 | 0.000 | 4 | 4.000 | 4 | 4.000 |
| Administrative Services | Parks Superintendent | 0 | 0.000 | 0 | 0.000 | 1 | 1.000 | 1 | 1.000 |
| Administrative Services | Rental & System Coordinator | 0 | 0.000 | 0 | 0.000 | 1 | 0.700 | 1 | 0.700 |
| Administrative Services | Payroll Officer | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Administrative Services | Purchasing Coordinator | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Administrative Services | Senior Finance Technician | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Administrative Services | Senior Accounting Analyst | 2 | 2.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Recreation & Community Services | Senior Management Analyst | 0 | 0.000 | 0 | 0.000 | 0 | 0.400 | 1 | 0.400 |
| Administrative Services | Senior Parks Maintenance Worker | 0 | 0.000 | 0 | 0.000 | 2 | 2.000 | 2 | 2.000 |
| Administrative Services | Web Systems Analyst | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Administrative Services | WW Administrative Assistant I | 1 | 0.500 | 1 | 0.500 | 1 | 0.500 | 1 | 0.500 |
| Administrative Services | WW Utility Accounting Technician | 2 | 2.000 | 2 | 2.000 | 2 | 2.000 | 2 | 2.000 |
| Administrative Services | WW Utility Customer Service Representative | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| | ***Department Total*** | **32** | **30.950** | **31** | **29.950** | **41** | **38.975** | **42** | **38.975** |
| | | | | | | | | | |
| Human Resources | Human Resources Technician | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Human Resources | Human Resource and Organizational Development Director | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Human Resources | Senior Human Resources Analyst | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| | ***Department Total*** | **3** | **3.000** | **3** | **3.000** | **3** | **3.000** | **3** | **3.000** |
| | | | | | | | | | |
| Parks & Recreation | Administrative Assistant I | 1 | 0.600 | 1 | 0.600 | 0 | 0.000 | 0 | 0.000 |
| Parks & Recreation | Administrative Assistant II | 3 | 3.000 | 3 | 3.000 | 0 | 0.000 | 0 | 0.000 |
| Parks & Recreation | Administrative Assistant III | 1 | 1.000 | 1 | 1.000 | 0 | 0.000 | 0 | 0.000 |
| Parks & Recreation | Engineer I: Capital Projects | 0 | 0.020 | 0 | 0.050 | 0 | 0.000 | 0 | 0.000 |
| Parks & Recreation | Engineer II: Capital Projects | 0 | 0.050 | 0 | 0.050 | 0 | 0.000 | 0 | 0.000 |
| Parks & Recreation | Management Analyst | 0 | 0.000 | 0 | 0.000 | 0 | 0.000 | 0 | 0.000 |
| Parks & Recreation | Parks Director | 1 | 1.000 | 1 | 1.000 | 0 | 0.000 | 0 | 0.000 |
| Parks & Recreation | Parks Maintenance Worker I | 2 | 2.000 | 2 | 2.000 | 0 | 0.000 | 0 | 0.000 |
| Parks & Recreation | Parks Maintenance Worker II | 4 | 4.000 | 4 | 4.000 | 0 | 0.000 | 0 | 0.000 |
| Parks & Recreation | Parks Superintendent | 1 | 1.000 | 1 | 1.000 | 0 | 0.000 | 0 | 0.000 |
| Parks & Recreation | PRCS Rental & System Coordinator | 1 | 1.000 | 1 | 1.000 | 0 | 0.000 | 0 | 0.000 |
| Parks & Recreation | PRCS Superivsor 2 - Aquatics | 1 | 1.000 | 1 | 1.000 | 0 | 0.000 | 0 | 0.000 |
| Parks & Recreation | PRCS Supervisor 1 - Recreation | 2 | 1.900 | 2 | 1.900 | 0 | 0.000 | 0 | 0.000 |
| Parks & Recreation | PRCS Supervisor 2 - Recreation | 1 | 1.000 | 1 | 1.000 | 0 | 0.000 | 0 | 0.000 |
| Parks & Recreation | Public Art Coordinator | 1 | 0.500 | 1 | 0.500 | 0 | 0.000 | 0 | 0.000 |
| Parks & Recreation | Recreation Specialist I | 5 | 2.950 | 5 | 2.950 | 0 | 0.000 | 0 | 0.000 |
| Parks & Recreation | Recreation Specialist II | 5 | 4.400 | 5 | 4.400 | 0 | 0.000 | 0 | 0.000 |
| Parks & Recreation | Recreation Specialist III - Aquatics | 1 | 1.000 | 1 | 1.000 | 0 | 0.000 | 0 | 0.000 |
| Parks & Recreation | Recreation Superintendent | 1 | 1.000 | 1 | 1.000 | 0 | 0.000 | 0 | 0.000 |
| Parks & Recreation | Senior Lifeguard | 4 | 3.075 | 4 | 3.075 | 0 | 0.000 | 0 | 0.000 |
| Parks & Recreation | Senior Management Analyst | 1 | 1.000 | 1 | 1.000 | 0 | 0.000 | 0 | 0.000 |
| Parks & Recreation | Senior Parks Maintenance Worker | 2 | 2.000 | 2 | 2.000 | 0 | 0.000 | 0 | 0.000 |
| Parks & Recreation | Special Events Coordinator | 1 | 1.000 | 1 | 1.000 | 0 | 0.000 | 0 | 0.000 |
| | ***Department Total*** | **39** | **34.495** | **39** | **34.525** | **0** | **0.000** | **0** | **0.000** |
| | | | | | | | | | |
| Planning & Community Development | Administrative Assistant II | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Planning & Community Development | Administrative Assistant III | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Planning & Community Development | Assistant Planner | 1 | 1.000 | 1 | 1.000 | 0 | 0.000 | 0 | 0.000 |
| Planning & Community Development | Associate Planner | 3 | 3.000 | 3 | 3.000 | 4 | 4.000 | 4 | 4.000 |
| Planning & Community Development | Building Official | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Planning & Community Development | Combination Inspector | 3 | 3.000 | 3 | 3.000 | 3 | 3.000 | 3 | 3.000 |
| Planning & Community Development | Management Analyst | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Planning & Community Development | Permit Services Manager | 1 | 0.820 | 1 | 0.820 | 1 | 0.820 | 1 | 0.820 |
| Planning & Community Development | Permit Technician | 3 | 3.000 | 3 | 3.000 | 3 | 3.000 | 3 | 3.000 |
| Planning & Community Development | Planning & Community Development Director | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Planning & Community Development | Planning Manager | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Planning & Community Development | Plans Examiner II | 2 | 2.000 | 2 | 2.000 | 2 | 2.000 | 2 | 2.000 |
| Planning & Community Development | Plans Examiner III | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Planning & Community Development | Senior Planner | 2 | 2.250 | 3 | 2.500 | 2 | 2.000 | 2 | 2.000 |
| Planning & Community Development | Structural Review Plans Examiner | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| | ***Department Total*** | **23** | **23.070** | **24** | **23.320** | **23** | **22.820** | **23** | **22.820** |

## City of Shoreline Budgeted Positions and FTEs

| Department | Job Title | 2019 Position Count | 2019 FTE Count | 2020 Position Count | 2020 FTE Count | 2021 Position Count | 2021 FTE Count | 2022 Position Count | 2022 FTE Count |
|---|---|---|---|---|---|---|---|---|---|
| Public Works | Administrative Assistant II | 2 | 2.000 | 2 | 2.000 | 2 | 2.000 | 2 | 2.000 |
| Public Works | Administrative Assistant III | 1 | 1.000 | 2 | 2.000 | 2 | 2.000 | 2 | 2.000 |
| Public Works | City Engineer | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Public Works | City Traffic Engineer | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Public Works | Construction Inspector | 2 | 2.000 | 2 | 2.000 | 2 | 2.000 | 3 | 2.000 |
| Public Works | Development Review and Construction Manager | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Public Works | Engineer I: Capital Projects | 2 | 1.980 | 2 | 1.950 | 3 | 3.000 | 3 | 3.000 |
| Public Works | Engineer I: Development Review | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Public Works | Engineer I: Surface Water | 1 | 1.000 | 1 | 1.000 | 0 | 0.000 | 0 | 0.000 |
| Public Works | Engineer II: Capital Projects | 4 | 3.950 | 4 | 3.950 | 6 | 6.000 | 7 | 6.000 |
| Public Works | Engineer II: Development Review | 2 | 2.000 | 2 | 2.000 | 2 | 2.000 | 2 | 2.000 |
| Public Works | Engineer II: Surface Water | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Public Works | Engineer II: Traffic | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Public Works | Engineer III: Capital Projects | 0 | 0.000 | 0 | 0.000 | 1 | 1.000 | 7 | 1.000 |
| Public Works | Engineering Manager | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Public Works | Engineering Technician | 4 | 4.000 | 4 | 4.000 | 3 | 3.000 | 3 | 3.000 |
| Public Works | Environmental Program Specialist | 1 | 1.000 | 0 | 0.000 | 0 | 0.000 | 0 | 0.000 |
| Public Works | Environmental Services Analyst | 1 | 1.000 | 0 | 0.000 | 0 | 0.000 | 0 | 0.000 |
| Administrative Services | Grants Administrator | 0 | 0.120 | 0 | 0.120 | 0 | 0.120 | 0 | 0.120 |
| Public Works | Grounds Maintenance Worker I | 3 | 3.000 | 3 | 3.000 | 3 | 3.000 | 3 | 3.000 |
| Public Works | Grounds Maintenance Worker II | 2 | 2.000 | 2 | 2.000 | 2 | 2.000 | 2 | 2.000 |
| Public Works | Grounds Maintenance Supervisor | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Public Works | Permit Services Manager | 0 | 0.180 | 0 | 0.180 | 0 | 0.180 | 1 | 0.180 |
| Public Works | Public Works Director | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Public Works | PW Maintenance Superintendent | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Public Works | PW Maintenance Worker I | 1 | 1.000 | 1 | 1.000 | 2 | 2.000 | 2 | 2.000 |
| Public Works | PW Maintenance Worker II | 7 | 7.000 | 7 | 7.000 | 6 | 6.000 | 6 | 6.000 |
| Public Works | Senior Grounds Maintenance Worker | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Public Works | Senior Management Analyst | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Public Works | Senior Planner | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Public Works | Senior PW Maintenance Worker | 2 | 2.000 | 2 | 2.000 | 2 | 2.000 | 2 | 2.000 |
| Public Works | Senior Surface Water Program Specialist | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Public Works | Senior WW Utility Maintenance Worker | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Public Works | Surface Water Utility Manager | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Public Works | Surface Water Program Specialist | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Public Works | Surface Water Quality Specialist | 1 | 1.000 | 1 | 1.000 | 0 | 0.000 | 0 | 0.000 |
| Public Works | Transportation Services Manager | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Public Works | Transportation Specialist | 1 | 1.000 | 1 | 1.000 | 2 | 2.000 | 2 | 2.000 |
| Public Works | Utility & Operations Manager | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Public Works | Utility Operations Specialist | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Public Works | Wastewater Manager | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 | 1 | 1.000 |
| Public Works | WW Utility Maintenance Worker | 5 | 5.000 | 5 | 5.000 | 5 | 5.000 | 5 | 5.000 |
| Public Works | WW Utility Specialist | 2 | 2.000 | 2 | 2.000 | 2 | 2.000 | 2 | 2.000 |
| | ***Department Total*** | **65** | **65.230** | **64** | **64.200** | **66** | **66.300** | **75** | **66.300** |
| | | | | | | | | | |
| | ***Total City Personnel*** | ***202*** | ***195.150*** | ***202*** | ***194.775*** | ***198*** | ***190.575*** | ***178*** | ***190.575*** |

**Total FTE excluding City Council:** **188.15002** **187.77500** **183.57504** **183.57503**

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### 3.01.010 Planning and Community Development

| Type of Permit Application | 2020 Adopted | 2021 Proposed | 2022 Proposed |
|---|---|---|---|
| **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. The hourly rate referenced throughout SMC 3.01.010 is calculated by multiplying the minimum number of hours noted for each fee by the fee established in SMC 3.01.010(A)(1). | | | |
| 1. $0 - $11,000.00 | $204.00 | $206.00 | $208.00 |
| 2. $11,000.01 - $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. | $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. | $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. | $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. | $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. | $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. | $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 | 65% of the building permit fee |
| 9. Civil Plan Review, Commercial (if applicable) | Hourly rate, 12 Hour Minimum | Hourly rate, 12 Hour Minimum | Hourly rate, 12 Hour Minimum |
| 10. Civil Plan Review, Residential (if applicable) | Hourly rate, 4 Hour Minimum | Hourly rate, 4 Hour Minimum | Hourly rate, 4 Hour Minimum |
| 11. Civil Plan Review, Residential, up to 1,000 square | Hourly rate, 1-hour minimum | Hourly rate, 1-hour minimum | Hourly rate, 1-hour minimum |
| 12. Floodplain Permit | $218.00 | $220.00 | $222.00 |
| 13. Floodplain Variance | $612.00 | $618.00 | $624.00 |
| 14. Demolition, Commercial | $1,741.00 | $1,756.00 | $1,771.00 |
| 15. Demolition, Residential | $653.00 | $659.00 | $665.00 |
| 16. Zoning Review | Hourly rate, 1-hour minimum | Hourly rate, 1-hour minimum | Hourly rate, 1-hour minimum |
| 17. Affordable Housing Review | Hourly rate, 10-hour minimum | Hourly rate, 10-hour minimum | Hourly rate, 10-hour minimum |
| 18. Temporary Certificate of Occupancy (TCO)- Single- | $204.00 | $206.00 | $208.00 |
| 19. Temporary Certificate of Occupancy (TCO)- Other | $612.00 | $618.00 | $624.00 |
| **B. ELECTRICAL** | | | |
| 1. Electrical Permit | Permit fee described in WAC 296-46B-905, plus | Permit fee described in WAC 296-46B-905, plus | Permit fee described in WAC 296-46B-905, plus |
| **C. FIRE - CONSTRUCTION** | | | |
| 1. Automatic Fire Alarm System: | | | |
| a. Existing System | | | |
| New or relocated devices up to 5 | $204.00 | $206.00 | $208.00 |
| New or relocated devices 6 up to 12 | $612.00 | $618.00 | $624.00 |
| Each additional new or relocated device over | $7.00 per device | $7.00 per device | $7.00 per device |
| b. New System | $816.00 | $824.00 | $832.00 |
| c. Each additional new or relocated device over | $7.00 per device | $7.00 per device | $7.00 per device |
| 2. Fire Extinguishing Systems: | | | |
| a. Commercial Cooking Hoods | | | |
| 1 to 12 flow points | $612.00 | $618.00 | $624.00 |
| More than 12 | $816.00 | $824.00 | $832.00 |
| b. Other Fixed System Locations | $816.00 | $824.00 | $832.00 |
| 3 Fire Pumps: | | | |
| a. Commercial Systems | $816.00 | $824.00 | $832.00 |
| 4. Commercial Flammable/Combustible Liquids: | | | |
| a. Aboveground Tank Installations | | | |
| First tank | $408.00 | $412.00 | $416.00 |
| Additional | $204.00 | $206.00 | $208.00 |
| b. Underground Tank Installations | | | |
| First tank | $408.00 | $412.00 | $416.00 |
| Additional | $204.00 | $206.00 | $208.00 |
| c. Underground Tank Piping (with new tank) | $408.00 | $412.00 | $416.00 |
| d. Underground Tank Piping Only (vapor | $612.00 | $618.00 | $624.00 |
| e. Underground Tank Removal | | | |
| First tank | $408.00 | $412.00 | $416.00 |
| Additional Tank | $102.00 per additional tank | $103.00 per additional tank | $104.00 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 | $408.00 | $412.00 | $416.00 |
| 6. High-Piled Storage: | | | |
| a. Class I – IV Commodities: | | | |
| 501 – 2,500 square feet | $408.00 | $412.00 | $416.00 |
| 2,501 – 12,000 square feet | $612.00 | $618.00 | $624.00 |
| Over 12,000 square feet | $816.00 | $824.00 | $832.00 |
| b. High Hazard Commodities: | | | |
| 501 – 2,500 square feet | $612.00 | $618.00 | $624.00 |
| Over 2,501 square feet | $1,020.00 | $1,030.00 | $1,040.00 |

**3.01.010 Planning and Community Development**

| Type of Permit Application | 2020 Adopted | 2021 Proposed | 2022 Proposed |
|---|---|---|---|
| 7. Underground Fire Mains and Hydrants | $612.00 | $618.00 | $624.00 |
| 8. Industrial Ovens: | | | |
| Class A or B Furnaces | $408.00 | $412.00 | $416.00 |
| Class C or D Furnaces | $816.00 | $824.00 | $832.00 |
| 9. LPG (Propane) Tanks: | | | |
| Commercial, less than 500-Gallon Capacity | $408.00 | $412.00 | $416.00 |
| Commercial, 500-Gallon+ Capacity | $612.00 | $618.00 | $624.00 |
| Residential 0 – 500-Gallon Capacity | $204.00 | $206.00 | $208.00 |
| Spray Booth | $816.00 | $824.00 | $832.00 |
| 10. Sprinkler Systems (each riser): | | | |
| a. New Systems | $1,020.00 plus $3.00 per head | $1,030.00 plus $3.00 per head | $1,040.00 plus $3.00 per head |
| b. Existing Systems | | | |
| 1 – 10 heads | $612.00 | $618.00 | $624.00 |
| 11 – 20 heads | $816.00 | $824.00 | $832.00 |
| More than 20 heads | $1,020.00 plus $3.00 per head | $1,030.00 plus $3.00 per head | $1,040.00 plus $3.00 per head |
| c. Residential (R-3) 13-D System | | | |
| 1 – 30 heads | $612.00 | $618.00 | $624.00 |
| More than 30 heads | $612.00 plus $3.00 per head | $618.00 plus $3.00 per head | $624.00 plus $3.00 per head |
| Voluntary 13-D Systems in residencies when | $204.00 | $206.00 | $208.00 |
| 11. Standpipe Systems | $816.00 | $824.00 | $832.00 |
| 12. Emergency Power Supply Systems: | | | |
| 10 kW - 50 kW | $612.00 | $618.00 | $624.00 |
| > 50 kW | $1,020.00 | $1,030.00 | $1,040.00 |
| 13. Temporary Tents and Canopies | $204.00 | $206.00 | $208.00 |
| 14. Fire Review -Single-Family | $102.00 | $103.00 | $104.00 |
| 15. Fire Review -Subdivision | Hourly rate, 1-hour minimum | Hourly rate, 1-hour minimum | Hourly rate, 1-hour minimum |
| 16. Fire Review -Other | Hourly rate, 1-hour minimum | Hourly rate, 1-hour minimum | Hourly rate, 1-hour minimum |
| 17. Emergency Responder Radio Coverage System | $612.00 | $618.00 | $624.00 |
| 18. Smoke Control Systems - Mechanical or Passive | $816.00 | $824.00 | $832.00 |
| **D. MECHANICAL** | | | |
| 1. Residential Mechanical System | $204.00 (including 4 pieces of equipment), $12.00 per | $206.00 (including 4 pieces of equipment), $12.00 per | $208.00 (including 4 pieces of equipment), $12.00 per |
| 2. Commercial Mechanical System | $545.00 (including 4 pieces of equipment), $12.00 per | $550.00 (including 4 pieces of equipment), $12.00 per | $555.00 (including 4 pieces of equipment), $12.00 per |
| 3. All Other Mechanical Plan Review (Residential and | Hourly rate, 1-hour minimum | Hourly rate, 1-hour minimum | Hourly rate, 1-hour minimum |
| **E. PLUMBING** | | | |
| 1. Plumbing System | $204.00 (including 4 fixtures), $12.00 per fixture over 4 | $206.00 (including 4 fixtures), $12.00 per fixture over 4 | $208.00 (including 4 fixtures), $12.00 per fixture over 4 |
| 2. Gas Piping System standalone permit | $204.00 (including 4 outlets), $12.00 per outlet over 4 | $206.00 (including 4 outlets), $12.00 per outlet over 4 | $208.00 (including 4 outlets), $12.00 per outlet over 4 |
| 3. Gas Piping as part of a plumbing or mechanical | $12.00 per outlet (when included in outlet count) | $12.00 per outlet (when included in outlet count) | $12.00 per outlet (when included in outlet count) |
| 4. Backflow Prevention Device - standalone permit | $204.00 (including 4 devices), $12.00 per devices over 4 | $206.00 (including 4 devices), $12.00 per devices over 4 | $208.00 (including 4 devices), $12.00 per devices over 4 |
| 5. Backflow Prevention Device as part of a plumbing | $12.00 per device (when included in fixture count) | $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 | Hourly rate, 1-hour minimum | Hourly rate, 1-hour minimum | Hourly rate, 1-hour minimum |
| **F. ENVIRONMENTAL REVIEW** | | | |
| 1. Single-Family SEPA Checklist | $3,264.00 | $3,296.00 | $3,328.00 |
| 2. Multifamily/Commercial SEPA Checklist | $4,896.00 | $4,944.00 | $4,992.00 |
| 3. Planned Action Determination | Hourly rate, 5-hour minimum | Hourly rate, 5-hour minimum | Hourly rate, 5-hour minimum |
| 4. Environmental Impact Statement Review | $8,486.00 | $8,560.00 | $8,634.00 |
| **G. LAND USE** | | | |
| 1. Accessory Dwelling Unit | $871.00 | $879.00 | $887.00 |
| 2. Administrative Design Review | $1,632.00 | $1,648.00 | $1,664.00 |
| 3. Adult Family Home | $489.00 | $493.00 | $497.00 |
| 4. Comprehensive Plan Amendment – Site Specific (Note: may be combined with Rezone public hearing.) | $17,952.00 , plus public hearing ($3876.00) | $18,128.00 , plus public hearing ($3914.00) | $18,304.00 , plus public hearing ($3952.00) |
| 5. Conditional Use Permit (CUP) | $7,617.00 | $7,683.00 | $7,750.00 |
| 6. Historic Landmark Review | $408.00 | $412.00 | $416.00 |
| 7. Interpretation of Development Code | $763.00 | $770.00 | $777.00 |
| 8. Master Development Plan | $27,202.00 , plus public hearing ($3876.00) | $27,439.00 , plus public hearing ($3914.00) | $27,678.00 , plus public hearing ($3952.00) |
| 9. Changes to a Master Development Plan | $13,601.00 , plus public hearing ($3876.00) | $13,719.00 , plus public hearing ($3914.00) | $13,838.00 , plus public hearing ($3952.00) |
| 10. Rezone | $17,626.00 , plus public hearing ($3876.00) | $17,779.00 , plus public hearing ($3914.00) | $17,934.00 , plus public hearing ($3952.00) |
| 11. SCTF Special Use Permit (SUP) | $15,886.00 , plus public hearing ($3876.00) | $16,024.00 , plus public hearing ($3914.00) | $16,163.00 , plus public hearing ($3952.00) |
| 12. Sign Permit - Building Mounted, Awning, Driveway | $436.00 | $440.00 | $444.00 |
| 13. Sign Permit - Monument/Pole Signs | $871.00 | $879.00 | $887.00 |
| 14. Special Use Permit | $15,886.00 , plus public hearing ($3876.00) | $16,024.00 , plus public hearing ($3914.00) | $16,163.00 , plus public hearing ($3952.00) |
| 15. Street Vacation | $11,207.00 , plus public hearing ($3876.00) | $11,305.00 , plus public hearing ($3914.00) | $11,403.00 , plus public hearing ($3952.00) |
| 16. Temporary Use Permit (TUP) EXCEPT fee is waived as provided in SMC 20.30.295(D)(2) for Transitional Encampments **and Emergency Temporary Shelters** | $1,632.00 | $1,648.00 | $1,664.00 |
| 17. Deviation from Engineering Standards | Hourly rate, 8-hour minimum | Hourly rate, 8-hour minimum | Hourly rate, 8-hour minimum |
| 18. Variances - Zoning | $9,249.00 | $9,329.00 | $9,410.00 |

**3.01.010 Planning and Community Development**

| Type of Permit Application | 2020 Adopted | 2021 Proposed | 2022 Proposed |
|---|---|---|---|
| 19. Lot Line Adjustment | $1,632.00 | $1,648.00 | $1,664.00 |
| 20. Lot Merger | $408.00 | $412.00 | $416.00 |
| 21. Development Agreement | Hourly rate, 125-hour minimum , plus public hearing ($3876.00) | Hourly rate, 125-hour minimum , plus public hearing ($3914.00) | Hourly rate, 125-hour minimum , plus public hearing ($3952.00) |
| **H. CRITICAL AREAS FEES** | | | |
| 1. Critical Area Field Signs | $7.00 per sign | $7.00 per sign | $7.00 per sign |
| 2. Critical Areas Review | Hourly rate, 2-hour minimum | Hourly rate, 2-hour minimum | Hourly rate, 2-hour minimum |
| 3. Critical Areas Monitoring Inspections (Review of | $1,959.00 | $1,976.00 | $1,993.00 |
| 4. Critical Areas Reasonable Use Permit (CARUP) | $14,689.00 , plus public hearing ($3876.00) | $14,817.00 , plus public hearing ($3914.00) | $14,946.00 , plus public hearing ($3952.00) |
| 5. Critical Areas Special Use Permit (CASUP) | $14,689.00 , plus public hearing ($3876.00) | $14,817.00 , plus public hearing ($3914.00) | $14,946.00 , plus public hearing ($3952.00) |
| **I. MISCELLANEOUS FEES** | | | |
| 1. Permit Fee for Work Commenced Without a | Twice the Applicable Permit Fee | Twice the Applicable Permit Fee | Twice the Applicable Permit Fee |
| 2. Expedited Review – Building or Site Development | Twice the applicable permit review fee(s) | Twice the applicable permit review fee(s) | Twice the applicable permit review fee(s) |
| 3. All Other Fees Per Hour | Hourly rate, 1-hour minimum | Hourly rate, 1-hour minimum | Hourly rate, 1-hour minimum |
| 4. Multiple Family Tax Exemption Application Fee | Hourly rate, 3-hour minimum | Hourly rate, 3-hour minimum | Hourly rate, 3-hour minimum |
| 5. Extension of the Conditional Certificate for the | $204.00 | $206.00 | $208.00 |
| 6. Multiple Family Tax Exemption or Affordable | $408.00 | $412.00 | $416.00 |
| 7. Pre-application Meeting | $479.00 Mandatory pre-application meeting<br>$204.00 Optional pre-application meeting | $483.00 Mandatory pre-application meeting<br>$206.00 Optional pre-application meeting | $487.00 Mandatory pre-application meeting<br>$208.00 Optional pre-application meeting |
| 8. Transportation Impact Analysis (TIA) Review (less | $204.00 | $206.00 | $208.00 |
| 9. Transportation Impact Analysis (TIA) Review (20 or | Hourly rate, 1-hour minimum | Hourly rate, 1-hour minimum | Hourly rate, 1-hour minimum |
| 10. Noise Variance | $408.00 | $412.00 | $416.00 |
| **J. RIGHT-OF-WAY** | | | |
| 1. Right-of-Way Utility Blanket Permits | $204.00 | $206.00 | $208.00 |
| 2. Right-of-Way Use Limited | Hourly rate, 1-hour minimum | Hourly rate, 1-hour minimum | Hourly rate, 1-hour minimum |
| 3. Right-of-Way Use | Hourly rate, 3-hour minimum | Hourly rate, 3-hour minimum | Hourly rate, 3-hour minimum |
| **4 Right-of-Way Use Full Utility Permit** | | **Hourly rate, 4-hour minimum** | **Hourly rate, 4-hour minimum** |
| ~~4.~~ **5.** Right-of-Way Site | Hourly rate, 4-hour minimum | Hourly rate, 4-hour minimum | Hourly rate, 4-hour minimum |
| ~~5.~~ **6.** Right-of-Way Special Events | $1,020.00 | $1,030.00 | $1,040.00 |
| ~~6.~~ **7.** Residential Parking Zone Permit | $20.00 | $20.00 | $20.00 |
| ~~7.~~ **8.** Right-of-Way Extension | Hourly rate, 1-hour minimum | Hourly rate, 1-hour minimum | Hourly rate, 1-hour minimum |
| **K. SHORELINE SUBSTANTIAL DEVELOPMENT** | | | |
| 1. Shoreline Conditional Permit Use | $7,834.00 | $7,902.00 | $7,971.00 |
| 2. Shoreline Exemption | $512.00 | $516.00 | $520.00 |
| 3. Shoreline Variance | $10,881.00 , plus public hearing ($3876.00) | $10,976.00 , plus public hearing ($3914.00) | $11,071.00 , plus public hearing ($3952.00) |
| Substantial Development Permit (based on valuation): | | | |
| 4. up to $10,000 | $2,720.00 | $2,744.00 | $2,768.00 |
| 5. $10,000 to $500,000 | $6,529.00 | $6,586.00 | $6,643.00 |
| 6. over $500,000 | $10,881.00 | $10,976.00 | $11,071.00 |
| **L. SITE DEVELOPMENT** | | | |
| 1. Clearing and/or Grading Permit | Hourly rate, 3-hour minimum | Hourly rate, 3-hour minimum | Hourly rate, 3-hour minimum |
| 2. Subdivision Construction | Hourly rate, 10-hour minimum | Hourly rate, 10-hour minimum | Hourly rate, 10-hour minimum |
| 3. Multiple Buildings | Hourly rate, 10-hour minimum | Hourly rate, 10-hour minimum | Hourly rate, 10-hour minimum |
| 4. Clearing and Grading Inspection - Sum of Cut and Fill Yardage: | | | |
| 5. 50-500 CY without drainage conveyance | $204.00 | $206.00 | $208.00 |
| 6. 50-500 CY with drainage conveyance | $436.00 | $440.00 | $444.00 |
| 7. 501-5,000 CY | $871.00 | $879.00 | $887.00 |
| 8. 5001-15,000 CY | $1,741.00 | $1,756.00 | $1,771.00 |
| 9. More than 15,000 CY | $4,571.00 | $4,611.00 | $4,651.00 |
| 10. Tree Removal | $204.00 | $206.00 | $208.00 |
| **M. SUBDIVISIONS** | | | |
| 1. Binding Site Plan | $6,202.00 | $6,256.00 | $6,310.00 |
| 2. Preliminary Short Subdivision | $7,073.00 for two-lot short subdivision, plus ($544.00) for | $7,135.00 for two-lot short subdivision, plus ($549.00) for | $7,197.00 for two-lot short subdivision, plus ($554.00) for |
| 3. Final Short Subdivision | $2,068.00 | $2,086.00 | $2,104.00 |
| 4. Preliminary Subdivision | $16,322.00 for ten-lot subdivision, plus<br>$763.00 for each additional lot and<br>$3,876.00 for public hearing | $16,464.00 for ten-lot subdivision, plus<br>$770.00 for each additional lot and<br>$3,914.00 for public hearing | $16,607.00 for ten-lot subdivision, plus<br>$777.00 for each additional lot and<br>$3,952.00 for public hearing |
| 5. Final Subdivision | $7,956.00 | $5,618.00 | $5,667.00 |
| 6. Changes to Preliminary Short or Formal | $4,027.00 | $4,062.00 | $4,097.00 |
| 7. Plat alteration | Hourly rate, 10-hour minimum | Hourly rate, 10-hour minimum | Hourly rate, 10-hour minimum |
| 8. Plat alteration with public hearing | Hourly rate, 10-hour minimum , plus public hearing ($3876.00) | Hourly rate, 10-hour minimum , plus public hearing ($3914.00) | Hourly rate, 10-hour minimum , plus public hearing ($3952.00) |
| | | | |
| **N. SUPPLEMENTAL FEES** | | | |
| 1. Supplemental permit fees | Additional review fees may be assessed if plan revisions are incomplete, corrections not completed, | Additional review fees may be assessed if plan revisions are incomplete, corrections not completed, | Additional review fees may be assessed if plan revisions are incomplete, corrections not completed, |
| 2. Reinspection fees | $272.00 Reinspection fees may be assessed if work is | $274.00 Reinspection fees may be assessed if work is | $276.00 Reinspection fees may be assessed if work is |
| 3. Additional Inspection fees | Additional inspection fees may be assessed for phased construction work or if more inspections are | Additional inspection fees may be assessed for phased construction work or if more inspections are | Additional inspection fees may be assessed for phased construction work or if more inspections are |
| 4. Investigation inspection | $272.00 | $274.00 | $276.00 |

**3.01.010 Planning and Community Development**

| Type of Permit Application | 2020 Adopted | 2021 Proposed | 2022 Proposed |
|---|---|---|---|
| 5. Consultant Services | Additional outside consultant services fee may be assessed if the scope of the permit application | Additional outside consultant services fee may be assessed if the scope of the permit application | Additional outside consultant services fee may be assessed if the scope of the permit application |
| **O. FEE REFUNDS** | | | |
| The city manager or designee may authorize the refunding of: | | | |
| **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 | | | |
| **Q. IMPACT FEE ADMINISTRATIVE FEES** | | | |
| 1. Administrative Fee - All applicable projects per | Hourly rate, 1-hour minimum | Hourly rate, 1-hour minimum | Hourly rate, 1-hour minimum |
| 2. Administrative Fee - Impact fee | Hourly rate, 1-hour minimum | Hourly rate, 1-hour minimum | Hourly rate, 1-hour minimum |
| 3. Administrative Fee - Independent fee calculation | Hourly rate, 1-hour minimum | Hourly rate, 1-hour minimum | Hourly rate, 1-hour minimum |
| 4. Administrative Fee - Deferral program | Hourly rate, 1-hour minimum | Hourly rate, 1-hour minimum | Hourly rate, 1-hour minimum |
| 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, or for fire impact fees, the fire chief's determination. | | | |

[Ord. 872 § 3 (Exh. A), 2019; Ord. 857 § 2 (Exh. B), 2019; Ord. 855 § 2 (Exh. A), 2019; Ord. 841 § 3 (Exh. A), 2018; Ord. 806 § 3 (Exh. A), 2017; 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,

# City of Shoreline
# Fee Schedules

## 3.01.015 Transportation Impact Fees

| ITE Code | Land Use Category/Description | 2020 Adopted<br>Impact Fee Per Unit @<br>$7,603.80 per Trip | | 2021 Proposed<br>Impact Fee Per Unit @<br>$7,675.28 per Trip | | 2022 Proposed<br>Impact Fee Per Unit @<br>$7,919.35 per Trip | |
|---|---|---|---|---|---|---|---|
| **A. Rate Table** | | | | | | | |
| 90 | Park-and-ride lot w/ bus svc | 3,604.21 | per parking space | 3,638.09 | per parking space | 3,753.78 | per parking space |
| 110 | Light industrial | 9.85 | per square foot | 9.94 | per square foot | 10.25 | per square foot |
| 140 | Manufacturing | 7.42 | per square foot | 7.49 | per square foot | 7.72 | per square foot |
| 151 | Mini-warehouse | 2.64 | per square foot | 2.67 | per square foot | 2.75 | per square foot |
| 210 | Single family house Detached House | 7,045.64 | per dwelling unit | 7,111.87 | per dwelling unit | 7,338.03 | per dwelling unit |
| 220 | Low-Rise Multifamily (Apartment, condo, townhome, ADU) | 4,565.33 | per dwelling unit | 4,608.25 | per dwelling unit | 4,754.79 | per dwelling unit |
| 240 | Mobile home park | 3,292.62 | per dwelling unit | 3,323.57 | per dwelling unit | 3,429.26 | per dwelling unit |
| 251 | Senior housing | 1,506.79 | per dwelling unit | 1,520.95 | per dwelling unit | 1,569.32 | per dwelling unit |
| 254 | Assisted Living | 690.60 | per bed | 697.10 | per bed | 719.26 | per bed |
| 255 | Continuing care retirement | 2,247.78 | per dwelling unit | 2,268.91 | per dwelling unit | 2,341.06 | per dwelling unit |
| 310 | Hotel | 4,710.27 | per room | 4,754.55 | per room | 4,905.74 | per room |
| 320 | Motel | 3,752.25 | per room | 3,787.52 | per room | 3,907.97 | per room |
| 444 | Movie theater | 14.77 | per square foot | 14.91 | per square foot | 15.38 | per square foot |
| 492 | Health/fitness club | 19.45 | per square foot | 19.63 | per square foot | 20.26 | per square foot |
| 530 | School (public or private) | 5.72 | per square foot | 5.77 | per square foot | 5.96 | per square foot |
| 540 | Junior/community college | 14.96 | per square foot | 15.10 | per square foot | 15.58 | per square foot |
| 560 | Church | 3.85 | per square foot | 3.88 | per square foot | 4.01 | per square foot |
| 565 | Day care center | 36.94 | per square foot | 37.29 | per square foot | 38.47 | per square foot |
| 590 | Library | 18.67 | per square foot | 18.84 | per square foot | 19.44 | per square foot |
| 610 | Hospital | 9.05 | per square foot | 9.13 | per square foot | 9.42 | per square foot |
| 710 | General office | 13.62 | per square foot | 13.74 | per square foot | 14.18 | per square foot |
| 720 | Medical office | 24.74 | per square foot | 24.97 | per square foot | 25.77 | per square foot |
| 731 | State motor vehicles dept | 119.22 | per square foot | 120.34 | per square foot | 124.17 | per square foot |
| 732 | United States post office | 28.45 | per square foot | 28.72 | per square foot | 29.63 | per square foot |
| 820 | General retail and personal services (includes shopping center) | 10.30 | per square foot | 10.40 | per square foot | 10.73 | per square foot |
| 841 | Car sales | 18.94 | per square foot | 19.12 | per square foot | 19.73 | per square foot |
| 850 | Supermarket | 28.13 | per square foot | 28.40 | per square foot | 29.30 | per square foot |
| 851 | Convenience market-24 hr | 52.28 | per square foot | 52.77 | per square foot | 54.45 | per square foot |
| 854 | Discount supermarket | 28.69 | per square foot | 28.96 | per square foot | 29.88 | per square foot |
| 880 | Pharmacy/drugstore | 16.57 | per square foot | 16.72 | per square foot | 17.25 | per square foot |
| 912 | Bank | 40.31 | per square foot | 40.69 | per square foot | 41.98 | per square foot |
| 932 | Restaurant: sit-down | 29.07 | per square foot | 29.34 | per square foot | 30.28 | per square foot |
| 934 | Fast food | 66.88 | per square foot | 67.51 | per square foot | 69.66 | per square foot |
| 937 | Coffee/donut shop | 84.85 | per square foot | 85.65 | per square foot | 88.37 | per square foot |
| 941 | Quick lube shop | 30,170.72 | per service bay | 30,454.32 | per service bay | 31,422.77 | per service bay |
| 944 | Gas station | 27,435.58 | per pump | 27,693.48 | per pump | 28,574.13 | per pump |
| 948 | Automated car wash | 58.64 | per square foot | 59.20 | per square foot | 61.08 | per square foot |
| **B. Administrative Fees - See SMC 3.01.010** | | | | | | | |

[Ord. 872 § 3 (Exh. A), 2019; Ord. 841 § 3 (Exh. A), 2018; Ord. 806 § 3 (Exh. A), 2017; 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

| | 2020 Adopted | | 2021 Proposed | | 2022 Proposed | |
|---|---|---|---|---|---|---|
| **A. Rate Table** | | | | | | |
| **Use Category** | **Impact Fee** | | **Impact Fee** | | **Impact Fee** | |
| Single Family Residential | 4,286 | per dwelling unit | 4,327 | per dwelling unit | 4,465 | per dwelling unit |
| Multi-Family Residential | 2,812 | per dwelling unit | 2,838 | per dwelling unit | 2,928 | per dwelling unit |
| **B. Administrative Fees - See SMC 3.01.010** | | | | | | |

[Ord. 872 § 3 (Exh. A), 2019; Ord. 841 § 3 (Exh. A), 2018; Ord. 806 § 3 (Exh. A), 2017; Ord. 786 § 2 (Exh. B), 2017]

# City of Shoreline
# Fee Schedules

### 3.01.017 Fire Impact Fees

| | 2020 Adopted | | 2021 Proposed | | 2022 Proposed | |
|---|---|---|---|---|---|---|
| **A. Rate Table** | | | | | | |
| **Use Category** | **Impact Fee** | | **Impact Fee** | | **Impact Fee** | |
| **Residential** | | | | | | |
| Single-Family Residential | 2,311.00 | per dwelling unit | 2,311.00 | per dwelling unit | 2,311.00 | per dwelling unit |
| Multi-Family Residential | 2,002.00 | per dwelling unit | 2,002.00 | per dwelling unit | 2,002.00 | per dwelling unit |
| **Commercial** | | | | | | |
| Commercial 1 | 2.84 | per square foot | 2.84 | per square foot | 2.84 | per square foot |
| Commercial 2 | 1.83 | per square foot | 1.83 | per square foot | 1.83 | per square foot |
| Commercial 3 | 5.73 | per square foot | 5.73 | per square foot | 5.73 | per square foot |
| **B. Administrative Fees - See SMC 3.01.010** | | | | | | |

[Ord. 872 § 3 (Exh. A), 2019; Ord. 841 § 3 (Exh. A), 2018; Ord. 791 § 2 (Exh. 2), 2017]

# City of Shoreline
# Fee Schedules

### 3.01.020 Fire - Operational

| Type of Permit Application | 2020 Adopted | 2021 Proposed | 2022 Proposed |
|---|---|---|---|
| **A. FIRE - OPERATIONAL** | | | |
| 1. Aerosol Products | $204.00 | $206.00 | $208.00 |
| 2. Amusement Buildings | $204.00 | $206.00 | $208.00 |
| 3. Carnivals and Fairs | $204.00 | $206.00 | $208.00 |
| 4. Combustible Dust-Producing Operations | $204.00 | $206.00 | $208.00 |
| 5. Combustible Fibers | $204.00 | $206.00 | $208.00 |
| 6. Compressed Gases | $204.00 | $206.00 | $208.00 |
| 7. Cryogenic Fluids | $204.00 | $206.00 | $208.00 |
| 8. Cutting and Welding | $204.00 | $206.00 | $208.00 |
| 9. Dry Cleaning (hazardous solvent) | $204.00 | $206.00 | $208.00 |
| 10. Flammable/Combustible Liquid Storage/Handle/Use | $204.00 | $206.00 | $208.00 |
| 11. Flammable/Combustible Liquid Storage/Handle/Use - (add'l specs) | Add'l fee based on site specs | Add'l fee based on site specs | Add'l fee based on site specs |
| 12. Floor Finishing | $204.00 | $206.00 | $208.00 |
| 13. Garages, Repair or Servicing - 1 to 5 Bays | $204.00 | $206.00 | $208.00 |
| 14. Garages, Repair or Servicing - (add'l 5 Bays) | $102.00 | $103.00 | $104.00 |
| 15. Hazardous Materials | $611.00 | $616.00 | $621.00 |
| 16. Hazardous Materials (including Battery Systems 55 gal>) | $204.00 | $206.00 | $208.00 |
| 17. High-Piled Storage | $204.00 | $206.00 | $208.00 |
| 18. Hot Work Operations | $204.00 | $206.00 | $208.00 |
| 19. Indoor Fueled Vehicles | $204.00 | $206.00 | $208.00 |
| 20. Industrial Ovens | $204.00 | $206.00 | $208.00 |
| 21. LP Gas-Consumer Cylinder Exchange | $102.00 | $103.00 | $104.00 |
| 22. LP Gas-Retail Sale of 2.5 lb or less | $102.00 | $103.00 | $104.00 |
| 23. LP Gas-Commercial Containers (Tanks) | $204.00 | $206.00 | $208.00 |
| 24. LP Gas-Commercial Containers, Temporary (Tanks) | $204.00 | $206.00 | $208.00 |
| 25. Lumber Yard | $204.00 | $206.00 | $208.00 |
| 26. Misc Comb Material | $204.00 | $206.00 | $208.00 |
| 27. Open Flames and Candles | $204.00 | $206.00 | $208.00 |
| 28. Open Flames and Torches | $204.00 | $206.00 | $208.00 |
| 29. Places of Assembly 50 to 100 | $102.00 | $103.00 | $104.00 |
| 30. Places of Assembly up to 500 | $204.00 | $206.00 | $208.00 |
| 31. Places of Assembly 501> | $407.00 | $411.00 | $415.00 |
| 32. Places of Assembly (addt'l assembly areas) | $102.00 | $103.00 | $104.00 |
| 33. Places of Assembly - A-5 Outdoor | $102.00 | $103.00 | $104.00 |
| 34. Places of Assembly - Outdoor Pools | $102.00 | $103.00 | $104.00 |
| 35. Places of Assembly - Open Air Stadiums | $204.00 | $206.00 | $208.00 |
| 36. Pyrotechnic Special Effects Material | $204.00 | $206.00 | $208.00 |
| 37. Pyrotechnic Special Effects Material (addt'l specs) | Add'l fee based on site specs | Add'l fee based on site specs | Add'l fee based on site specs |
| 38. Refrigeration Equipment | $204.00 | $206.00 | $208.00 |
| 39. Scrap Tire Storage | $204.00 | $206.00 | $208.00 |
| 40. Spraying or Dipping | $204.00 | $206.00 | $208.00 |
| 41. Waste Handling | $204.00 | $206.00 | $208.00 |
| 42. Wood Products | $204.00 | $206.00 | $208.00 |

[Ord. 872 § 3 (Exh. A), 2019; Ord. 841 § 3 (Exh. A), 2018; Ord. 806 § 3 (Exh. A), 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 678 § 3 (Exh. A), 2013]

### 3.01.025 Affordable Housing Fee In-Lieu

| | 2020 Adopted | | 2021 Proposed | | 2022 Proposed | |
|---|---|---|---|---|---|---|
| **A. Rate Table** | | | | | | |
| **Zoning District** | **Fee per unit if providing 10% of total units as affordable** | **Fee per unit if providing 20% of total units as affordable** | **Fee per unit if providing 10% of total units as affordable** | **Fee per unit if providing 20% of total units as affordable** | **Fee per unit if providing 10% of total units as affordable** | **Fee per unit if providing 20% of total units as affordable** |
| MUR-45 | 206,152.00 | 158,448.00 | 207,946.00 | 159,827.00 | 211,544.00 | 162,593.00 |
| MUR-70 | 206,152.00 | 158,448.00 | 207,946.00 | 159,827.00 | 211,544.00 | 162,593.00 |
| MUR-70 with development agreement | 253,855.00 | 206,152.00 | 256,064.00 | 207,946.00 | 260,494.00 | 211,544.00 |

Note: The Fee In-Lieu is calculated by multiplying the fee shown in the table by the fractional mandated unit. For example, a 0.40 fractional unit multiplied by $207,946 would result in a Fee In-Lieu of $83,179.

[Ord. 872 § 3 (Exh. A), 2019; Ord. 841 § 2 (Exh. A), 2019; Ord. 817 § 1, 2018]

# City of Shoreline
# Fee Schedules

## 3.01.100 Animal Licensing and Service Fees

| Annual License | 2020 Adopted | 2021 Proposed | 2022 Proposed |
|---|---|---|---|
| **A. PET - DOG OR CAT** | | | |
| 1. Unaltered | $60.00 | $60.00 | $60.00 |
| 2. Altered | $30.00 | $30.00 | $30.00 |
| 3. Juvenile pet | $15.00 | $15.00 | $15.00 |
| 4. Discounted pet | $15.00 | $15.00 | $15.00 |
| 5. Replacement tag | $5.00 | $5.00 | $5.00 |
| 6. Transfer fee | $3.00 | $3.00 | $3.00 |
| 7. License renewal late fee – received 45 to 90 days following license expiration | $15.00 | $15.00 | $15.00 |
| 8. License renewal late fee – received 90 to 135 days following license expiration | $20.00 | $20.00 | $20.00 |
| 9. License renewal late fee – received more than 135 days following license expiration | $30.00 | $30.00 | $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 | $30.00 plus license fee(s) for any year(s) that the pet was unlicensed | $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 | $100.00 | $100.00 |
| **C. ANIMAL RELATED BUSINESS** | | | |
| 1. Hobby kennel and hobby cattery | $50.00 | $50.00 | $50.00 |
| 2. Guard dog trainer | $50.00 | $50.00 | $50.00 |
| 3. Guard dog purveyor | $250.00 | $250.00 | $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. 872 § 3 (Exh. A), 2019; Ord. 841 § 3 (Exh. A), 2018; Ord. 806 § 3 (Exh. A), 2017; 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 | 2020 Adopted | 2021 Proposed | 2022 Proposed |
|---|---|---|---|
| **A. BUSINESS LICENSE FEES - GENERAL** | | | |
| 1. Business license registration fee for new application filed between January 1 and June 30) | $40.00 | $40.00 | $40.00 |
| 2. Business license registration fee for new application filed between July 1 and December 31 | $20.00 | $20.00 | $20.00 |
| The annual business license fee is prorated as necessary to conform to SMC 5.05.060. | | | |
| 3. Annual business license renewal fee **due January 31** | $40.00 due January 31 | $40.00 ~~due January 31~~ | $40.00 ~~due January 31~~ |
| a. Penalty schedule for late annual business license renewal as described in SMC 5.05.080 received **on or** after: | | | |
| i. ~~January~~**February 1** | $10.00 | $10.00 | $10.00 |
| ii. ~~February~~**March 1** | $15.00 | $15.00 | $15.00 |
| iii. ~~March~~**April 1** | $20.00 | $20.00 | $20.00 |
| **B. REGULATORY LICENSE FEES** | | | |
| 1. Regulated massage business | $224.00 Per Year | $226.00 Per Year | $230.00 Per Year |
| 2. Massage manager | $49.00 Per Year | $49.00 Per Year | $50.00 Per Year |
| Plus additional $11 fee for background checks for regulated massage business or massage manager | | | |
| 3. Public dance | $153.00 Per Dance | $154.00 Per Dance | $157.00 Per Dance |
| 4. Pawnbroker | $717.00 Per Year | $723.00 Per Year | $736.00 Per Year |
| 5. Secondhand Dealer | $69.00 Per Year | $70.00 Per Year | $71.00 Per Year |
| 6. Master solicitor | $140.00 Per Year | $141.00 Per Year | $143.00 Per Year |
| 7. Solicitor | $35.00 Per Year | $35.00 Per Year | $36.00 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:<br>* For a license requiring a fee of less than $50.00, two percent of the required fee.<br>* For a license requiring a fee of more than $50.00, ten percent of the required fee. | | | |
| 8. Adult cabaret operator | $717.00 Per Year | $723.00 Per Year | $736.00 Per Year |
| 9. Adult cabaret manager | $153.00 Per Year | $154.00 Per Year | $157.00 Per Year |
| 10. Adult cabaret entertainer | $153.00 Per Year | $154.00 Per Year | $157.00 Per Year |
| 11. Panoram Operator | $715.00 Per Year | $721.00 Per Year | $733.00 Per Year |
| Plus additional $58 fee for fingerprint background checks for each operator: | | | |
| 12. Panoram premise | $294.00 Per Year | $297.00 Per Year | $302.00 Per Year |
| 13. Panoram device | $84.00 Per Year Per Device | $85.00 Per Year Per Device | $86.00 Per Year Per Device |
| Penalty schedule for Adult cabaret and Panoram licenses: | | | |
| Days Past Due | | | |
| 7 - 30 | 10% of Regulatory License Fee | 10% of Regulatory License Fee | 10% of Regulatory License Fee |
| 31 - 60 | 25% of Regulatory License Fee | 25% of Regulatory License Fee | 25% of Regulatory License Fee |
| 61 and over | 100% of Regulatory License Fee | 100% of Regulatory License Fee | 100% of Regulatory License Fee |
| 14. Duplicate Regulatory License | $6.00 | $6.00 | $6.00 |

[Ord. 872 § 3 (Exh. A), 2019; Ord. 841 § 3 (Exh. A), 2018; Ord. 806 § 3 (Exh. A), 2017; 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]

## 3.01.205 Filmmaking Permit Fees

| | 2020 Adopted | 2021 Proposed | 2022 Proposed |
|---|---|---|---|
| **A. PERMIT FEES** | | | |
| 1. Low Impact Film Production | $25.00 flat fee per production (for up to 14 consecutive days of filming) | $25.00 flat fee per production (for up to 14 consecutive days of filming) | $25.00 flat fee per production (for up to 14 consecutive days of filming) |
| 2. Low Impact Daily Rate (each additional day after 14 days) | $25.00 per additional day | $25.00 per additional day | $25.00 per additional day |
| 3. Moderate Impact Film Production | $25.00 per day | $25.00 per day | $25.00 per day |
| 4. High Impact Film Production | Applicable permit fees apply, including but not limited to, permits for the right-of-way and park rental fees. | Applicable permit fees apply, including but not limited to, permits for the right-of-way and park rental fees. | Applicable permit fees apply, including but not limited to, permits for the right-of-way and park rental fees. |
| **B. FEE WAIVER** | | | |
| The city manager may consider a waiver for any fees that may apply under this section. Any fee waiver request must be submitted concurrently with the filmmaking permit application. | | | |

| C. ADDITIONAL COSTS |
|---|
| Any additional costs incurred by the city, related to the filmmaking permitted activity, shall be paid by the applicant. The applicant shall comply with all additional cost requirements contained in the Shoreline Film Manual. |

[Ord. 872 § 3 (Exh. A), 2019; Ord. 859 § 2 (Exh. B, 2019]

### 3.01.210 Hearing Examiner Fees

| | 2020 Adopted | 2021 Proposed | 2022 Proposed |
|---|---|---|---|
| **A. HEARING EXAMINER APPEAL HEARING FEE** | $533.00 | $538.00 | $543.00 |

[Ord. 872 § 3 (Exh. A), 2019; Ord. 855 § 2 (Exh. A), 2019; Ord. 841 § 3 (Exh. A), 2018; Ord. 806 § 3 (Exh. A), 2017; 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]

### 3.01.220 Public Records

| | 2020 | | 2021 | | 2022 Proposed | |
|---|---|---|---|---|---|---|
| 1. Photocopying paper records | | | | | | |
| a. Black and white photocopies of paper up to 11 by 17 inches - if more than five pages | $0.15 | Per Page | $0.15 | Per Page | $0.15 | Per Page |
| b. Black and white photocopies of paper larger than 11 by 17 inches - City Produced | $5.00<br>$1.50 | First Page<br>Each additional page | $5.00<br>$1.50 | First Page<br>Each additional page | $5.00<br>$1.50 | First Page<br>Each additional page |
| c. Color photocopies up to 11 by 17 inches - if more than three pages | $0.25 | Per Page | $0.25 | Per Page | $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 | Per Page | $0.15 | Per Page | $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) | $0.91 | Per Minute | $0.91 | Per Minute | $0.91 | Per Minute |
| b. Copies of electronic records onto other storage media | Cost incurred by City for hardware plus $0.85/minute | | Cost incurred by City for hardware plus $0.~~850~~.91/minute | | Cost incurred by City for hardware plus $0.~~850~~.91/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 | $50.00 | Per hour | $50.00 | Per hour | $50.00 | Per hour |
| c. Service charge to prepare data compilations or provide customized electronic access services | Actual staff cost | | Actual staff cost | | Actual staff cost | |
| d. Photographic prints and slides | Cost charged by vendor, depending on size and process | | | | | |
| e. Clerk certification | $1.50 | Per document | $1.50 | Per document | $1.50 | Per document |
| 5. Geographic Information Systems (GIS) services | | | | | | |
| a. GIS maps smaller than 11 by 17 inches | $0.50 | Per Page | $0.50 | Per Page | $0.50 | Per Page |
| b. GIS maps larger than 11 by 17 inches | $1.70 | Per Square Foot | $1.70 | Per Square Foot | $1.70 | Per Square Foot |
| c. Custom GIS Mapping and Data Requests | $100.00 | Per Hour (1 Hour Minimum) | $101.00 | Per Hour (1 Hour Minimum) | $103.00 | Per Hour (1 Hour Minimum) |

[Ord. 872 § 3 (Exh. A), 2019; Ord. 841 § 3 (Exh. A), 2018; Ord. 806 § 3 (Exh. A), 2017; 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]

# City of Shoreline
# Fee Schedules

## 3.01.300 Parks, Recreation and ~~Cultural~~Community Services

| Fee | 2020 Adopted Resident Rate | 2020 Adopted Non-Resident Rate | 2021 Proposed Resident Rate | 2021 Proposed Non-Resident Rate | 2022 Proposed Resident Rate | 2022 Proposed 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) | $72 | $91 | $72 | $92 | $73 | $93 |
| b. Full Day (9:00am - Dusk) | $104 | $131 | $105 | $132 | $106 | $133 |
| 2. Cromwell Park Amphitheater & Richmond Beach Terrace | | | | | | |
| a. Half Day | $72 | $91 | $72 | $92 | $73 | $93 |
| b. Full Day | $104 | $131 | $105 | $132 | $106 | $133 |
| 3. Alcohol Use | | | | | | |
| a. Per hour, 4 hour minimum (includes shelter rental) | $92 | $111 | $93 | $112 | $94 | $113 |
| 4. Athletic Fields (Per Hour) | | | | | | |
| a. Lights (determined by dusk schedule; hourly rate includes $5 Capital Improvement Fee) | $24 | $24 | $24 | $24 | $24 | $24 |
| b. **Non-Profit** Youth Organization ~~Game * and/or Practice~~ **- All Use** | $7 | $10 | $7 | $10 | $7 | $10 |
| ~~c. Youth Organization Tournament *~~ | ~~$10~~ | ~~$13~~ | ~~$10~~ | ~~$13~~ | ~~$10~~ | ~~$13~~ |
| **c. For-Profit Youth Organization All-Use *** | **$0** | **$0** | **$18** | **$22** | **$18** | **$22** |
| d. **All Other Organizations/Groups -** Practice | $17 | $22 | $18 | $22 | $18 | $22 |
| e. **All Other Organizations/Groups -** Games * | $33 | $39 | $33 | $40 | $33 | $40 |
| f. * Additional field prep fee may be added | $27 | $37 | $27 | $37 | $28 | $38 |
| 5. Synthetic Fields (Per Hour) | | | | | | |
| a. **Non-Profit** Youth Organizations **- All Use** | $20 | $28 | $20 | $29 | $20 | $29 |
| **b. For-Profit Youth Organization - All Use** | **$0** | **$0** | **$30** | **$40** | **$30** | **$40** |
| ~~b.~~ **c. All Other Organizations/Groups - All Use** | $67 | $83 | $68 | $83 | $69 | $84 |
| ~~c.~~ **d.** Discount Field Rate ** | $20 | $28 | $20 | $29 | $20 | $29 |
| **Offered during hours of low usage as established and posted by the PRCS Director | | | | | | |
| 6. Tennis Courts | | | | | | |
| a. Per hour | $8 | $9 | $8 | $9 | $8 | $9 |
| 7. Park and Open Space Non-Exclusive **Area** ~~Use Permit~~ | | | | | | |
| a. **Event Permit Hourly Fee *** ~~per hour~~ | $16 | $19 | $16 | $19 | $16 | $19 |
| **b. Concession Sales Hourly Fee**** | **$0** | **$0** | **$3** | **$4** | **$3** | **$4** |
| *** Event Permit fees waived for sanctioned Neighborhood events.** | | | | | | |
| ****Concession Sales Hourly fee waived for youth non-profit organizations and sanctioned neighborhood events** | | | | | | |
| 8. Community Garden Plot Annual Rental Fee | | | | | | |
| a. Standard Plot | $44 | N/A | $44 | N/A | $44 | N/A |
| b. Accessible Plot | $22 | N/A | $22 | N/A | $22 | N/A |
| 9. Amplification Supervisor Fee | | | | | | |
| a. Per hour; when applicable | $26 | $26 | $27 | $27 | $27 | $27 |
| 10. Attendance Fee | | | | | | |
| a. 101**+** ~~- 199~~ Attendance | $53 | $52.82 | $53 | $53 | $54 | $54 |
| ~~b. 200-299 Attendance~~ | ~~$106~~ | ~~$105.65~~ | ~~$107~~ | ~~$107~~ | ~~$108~~ | ~~$108~~ |
| ~~c. 300+ Attendance~~ | ~~Varies~~ | ~~Varies~~ | ~~Varies~~ | ~~Varies~~ | ~~Varies~~ | ~~Varies~~ |
| **B. INDOOR RENTAL FEES** | | | | | | |
| | Per Hour (2 Hour Minimum) | Per Hour (2 Hour Minimum) | 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) | $63 | $76 | $64 | $77 | $64 | $78 |
| 2. Spartan Recreation Center Fees for Non-Profit Youth Organizations/Groups | | | | | | |
| a. Multi-Purpose Room 1 or 2 | $13 | $17 | $13 | $18 | $13 | $18 |
| b. Multi-Purpose Room 1 or 2 w/Kitchen | $22 | $27 | $22 | $27 | $22 | $28 |
| c. Gymnastics Room | $13 | $17 | $13 | $18 | $13 | $18 |
| d. Dance Room | $13 | $17 | $13 | $18 | $13 | $18 |
| e. Gym-One Court | $22 | $27 | $22 | $27 | $22 | $28 |
| f. Entire Gym | $38 | $49 | $38 | $49 | $39 | $50 |
| g. Entire Facility | $103 | $131 | $104 | $132 | $105 | $133 |

# City of Shoreline
# Fee Schedules

## 3.01.300 Parks, Recreation and ~~Cultural~~Community Services

| Fee | 2020 Adopted Resident Rate | 2020 Adopted Non-Resident Rate | 2021 Proposed Resident Rate | 2021 Proposed Non-Resident Rate | 2022 Proposed Resident Rate | 2022 Proposed Non-Resident Rate |
|---|---|---|---|---|---|---|
| 3. Spartan Recreation Center Fees for All Other Organizations/Groups | | | | | | |
| a. Multi-Purpose Room 1 or 2 | $26 | $32 | $26 | $32 | $27 | $32 |
| b. Multi-Purpose Room 1 or 2 w/Kitchen | $37 | $45 | $37 | $45 | $38 | $45 |
| c. Gymnastics Room | $26 | $32 | $26 | $32 | $27 | $32 |
| d. Dance Room | $26 | $32 | $26 | $32 | $27 | $32 |
| e. Gym-One Court | $37 | $45 | $37 | $45 | $38 | $45 |
| f. Entire Gym | $70 | $84 | $70 | $84 | $71 | $85 |
| g. Entire Facility | $136 | $163 | $137 | $165 | $139 | $166 |
| 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 | $38 Per Hour | $46 Per Hour | $37 Per Hour | $45 Per Hour | $38 Per Hour | $46 Per Hour |
| b. City Hall Rental - Council Chambers | $110 Per Hour | $131 Per Hour | $107 Per Hour | $128 Per Hour | $110 Per Hour | $131 Per Hour |
| c. AV Set-up Fee - Per Room | $16 | $16 | $16 | $16 | $17 | $17 |
| 5. Other Indoor Rental Fees: | | | | | | |
| a-1. Security Deposit (1-125 people): (refundable) | $200 | $200 | $200 | $200 | $200 | $200 |
| a-2. Security Deposit (126+ people): (refundable) | $400 | $400 | $400 | $400 | $400 | $400 |
| b. Supervision Fee (if applicable) | $21/hour | $21/hour | $20/hour | $20/hour | $21/hour | $21/hour |
| c. Daily Rates (shall not exceed) | $925 | $1,110 | $933 | $1,119 | $942 | $1,131 |
| **C. CONCESSIONAIRE PERMIT FEES** | | | | | | |
| 1. ~~Annual~~ **Concession** Permit ~~- Calendar Year~~ (requires additional hourly | $53 | $63 | $53 | $64 | $54 | $65 |
| ~~2. Additional Hourly Concession Fee (requires annual permit)~~ | ~~$3/hour~~ | ~~$3/hour~~ | ~~$3/hour~~ | ~~$3/hour~~ | ~~$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. | | | | | | |
| **D. INDOOR DROP-IN FEES** | | | | | | |
| 1. Showers Only (Spartan Recreation Center) | $1 | $1 | $1 | $1 | $1 | $1 |
| 2. Drop-In | | | | | | |
| a. Adult | $3 | $4 | $3 | $4 | $3 | $4 |
| b. Senior/Disabled | $2 | $3 | $2 | $3 | $2 | $3 |
| 3. 1 Month Pass | | | | | | |
| a. Adult | $26 | $33 | $26 | $33 | $27 | $33 |
| b. Senior/Disabled | $17 | $22 | $18 | $23 | $18 | $23 |
| 4. 3 Month Pass | | | | | | |
| a. Adult | $65 | $76 | $66 | $77 | $67 | $77 |
| b. Senior/Disabled | $46 | $54 | $46 | $54 | $47 | $55 |
| Senior is 60+ years of age | | | | | | |
| ~~**E. AQUATICS DROP-IN FEES**~~ | | | | | | |
| ~~1. Drop-In~~ | | | | | | |
| ~~a. Adult~~ | $4 | $5 | ~~$4~~ | ~~$5~~ | ~~$4~~ | ~~$6~~ |
| ~~b. Adult- Real Deal~~ | $2 | $3 | ~~$2~~ | ~~$3~~ | ~~$2~~ | ~~$3~~ |
| ~~c. Youth/Senior/Disabled~~ | $3 | $4 | ~~$3~~ | ~~$4~~ | ~~$3~~ | ~~$4~~ |
| ~~d. Youth/Senior/Disabled - Real Deal~~ | $1 | $2 | ~~$1~~ | ~~$2~~ | ~~$1~~ | ~~$2~~ |
| ~~e. Family~~ | $11 | $13 | ~~$11~~ | ~~$13~~ | ~~$11~~ | ~~$13~~ |
| ~~2. 1 Month Pass~~ | | | | | | |
| ~~a. Adult~~ | $44 | $54 | ~~$44~~ | ~~$55~~ | ~~$44~~ | ~~$55~~ |
| ~~b. Youth/Senior/Disabled~~ | $33 | $39 | ~~$33~~ | ~~$40~~ | ~~$33~~ | ~~$40~~ |
| ~~c. Family~~ | $136 | $163 | ~~$137~~ | ~~$165~~ | ~~$139~~ | ~~$166~~ |
| ~~3. 3 Month Pass~~ | | | | | | |
| ~~a. Adult~~ | $125 | $156 | ~~$126~~ | ~~$158~~ | ~~$127~~ | ~~$159~~ |
| ~~b. Youth/Senior/Disabled~~ | $94 | $112 | ~~$94~~ | ~~$113~~ | ~~$95~~ | ~~$114~~ |
| ~~c. Family~~ | $337 | $405 | ~~$340~~ | ~~$408~~ | ~~$344~~ | ~~$412~~ |
| ~~4. 1 Year Pass~~ | | | | | | |
| ~~a. Adult~~ | $457 | $571 | ~~$461~~ | ~~$576~~ | ~~$466~~ | ~~$582~~ |
| ~~b. Youth/Senior/Disabled~~ | $314 | $377 | ~~$317~~ | ~~$381~~ | ~~$320~~ | ~~$384~~ |
| ~~c. Family~~ | $881 | $1,058 | ~~$889~~ | ~~$1,067~~ | ~~$898~~ | ~~$1,077~~ |
| ~~5. Showers Only (Shoreline Pool)~~ | $1 | $1 | ~~$1~~ | ~~$1~~ | ~~$1~~ | ~~$1~~ |

# City of Shoreline
# Fee Schedules

## 3.01.300 Parks, Recreation and ~~Cultural~~**Community** Services

| Fee | 2020 Adopted Resident Rate | 2020 Adopted Non-Resident Rate | 2021 Proposed Resident Rate | 2021 Proposed Non-Resident Rate | 2022 Proposed Resident Rate | 2022 Proposed Non-Resident Rate |
|---|---|---|---|---|---|---|
| **F. INDOOR ~~/ AQUATICS~~ JOINT PASS FEES** | | | | | | |
| 1. Indoor ~~/ Aquatics~~ Joint 1 Month Pass | | | | | | |
| a. Adult | $59 | $71 | ~~$60~~ | ~~$72~~ | ~~$60~~ | ~~$72~~ |
| b. Senior/Disabled | $41 | $50 | ~~$42~~ | ~~$50~~ | ~~$42~~ | ~~$51~~ |
| **~~G. AQUATICS RENTAL FEES~~** | | | | | | |
| ~~1. Ongoing Organization Rentals (Insurance Required)~~ | | | | | | |
| ~~a. Rentals On-Going (non-swim team) per hour~~ | $83 | $100 | ~~$84~~ | ~~$101~~ | ~~$85~~ | ~~$102~~ |
| ~~b. Swim Team Per/ Lane/Hr~~ | $12 | $15 | ~~$12~~ | ~~$15~~ | ~~$12~~ | ~~$15~~ |
| ~~2. Public Rentals per Hour~~ | | | | | | |
| ~~a. 1-60~~ | $128 | $153 | ~~$129~~ | ~~$154~~ | ~~$130~~ | ~~$156~~ |
| ~~b. 61-150~~ | $166 | $200 | ~~$168~~ | ~~$201~~ | ~~$170~~ | ~~$203~~ |
| ~~Aquatics and General Recreation programs fees are based upon market rate.~~ | | | | | | |
| **H. ~~AQUATICS AND~~ GENERAL RECREATION PROGRAM FEES** | | | | | | |
| ~~Aquatics and~~ General Recreation Program Fees are based upon ~~the PRCS~~**Recreation and Community Services'** Cost Recovery/Fee Setting Framework. | | | | | | |
| **I. FEE IN LIEU OF STREET TREE REPLACEMENT** | $2,611 | N/A | $2,634 | N/A | $2,660 | N/A |
| | | | | | | |
| **J. FEE REFUNDS** | | | | | | |
| Whenever a fee is paid for the use of ~~P~~**p**arks~~,~~ **or** ~~R~~**r**ecreation ~~and Cultural Services Department~~ facilities or property or for participation in a ~~Parks,~~ Recreation and ~~Cultural~~**Community** 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~~**Community** Services Department's Refund Policy and Procedures. | | | | | | |
| **K. RECREATION SCHOLARSHIPS** | | | | | | |
| Scholarships for the fee due to the participate in a ~~Parks,~~ Recreation and ~~Cultural~~**Community** Services Department sponsored class or program may be awarded when a request is made to the city according to the ~~Parks,~~ Recreation and ~~Cultural~~**Community** Services Department's Recreation Scholarship Policy and Procedures. | | | | | | |

[Ord. 872 § 3 (Exh. A), 2019; Ord. 841 § 3 (Exh. A), 2018; Ord. 806 § 3 (Exh. A), 2017; 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]

### 3.01.400 Surface Water Management Rate Table

| Rate Category | Percent Hard Surface | 2020 SWM Annual Fee Adopted (includes all taxes) | 2021 Proposed SWM Annual Fee | | | | 2022 Proposed SWM Annual Fee | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | | | 2021 SWM Annual Fee | Effective Utility Tax | Per Unit | Fee + Utility Tax | 2022 SWM Annual Fee | Effective Utility Tax | Per Unit | Fee + Utility Tax |
| **A. Rate Table** | | | | | | | | | | |
| 1. Residential: Single-family home | | $271.20 | $281.44 | $16.89 | Per Parcel | $298.33 | $295.51 | $17.73 | Per Parcel | $313.24 |
| 2. Very Light | Less than or equal to 10% | $271.20 | $281.44 | $16.89 | Per Parcel | $298.33 | $295.51 | $17.73 | Per Parcel | $313.24 |
| 3. Light | More than 10%, less than or equal to 20% | $629.88 | $653.65 | $39.22 | Per Acre | $692.87 | $686.34 | $41.18 | Per Acre | $727.52 |
| 4. Moderate | More than 20%, less than or equal to 45% | $1,301.27 | $1,350.37 | $81.02 | Per Acre | $1,431.39 | $1,417.89 | $85.07 | Per Acre | $1,502.96 |
| 5. Moderately Heavy | More than 45%, less than or equal to 65% | $2,523.79 | $2,619.02 | $157.14 | Per Acre | $2,776.16 | $2,749.97 | $165.00 | Per Acre | $2,914.97 |
| 6. Heavy | More than 65%, less than or equal to 85% | $3,197.39 | $3,318.05 | $199.08 | Per Acre | $3,517.13 | $3,483.95 | $209.04 | Per Acre | $3,692.99 |
| 7. Very Heavy | More than 85%, less than or equal to 100% | $4,188.10 | $4,346.14 | $260.77 | Per Acre | $4,606.91 | $4,563.45 | $273.81 | Per Acre | $4,837.26 |
| Minimum Rate | | $271.20 | $281.44 | $16.89 | | $298.33 | $295.51 | $17.73 | | $313.24 |

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% 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 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 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. 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 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 $2.50 per square foot not to exceed $2,000 for any parcel.

[Ord. 872 § 3 (Exh. A), 2019; Ord. 841 § 3 (Exh. A), 2018; Ord. 806 § 3 (Exh. A), 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.]

### 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. 872 § 3 (Exh. A), 2019; Ord. 841 § 3 (Exh. A), 2018; Ord. 806 § 3 (Exh. A), 2017; 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]

### 3.01.805 Damage Restitution Administrative Fee

| | 2020 Adopted | 2021 Proposed | 2022 Proposed |
|---|---|---|---|
| **An administrative fee to cover a portion of the cost of collecting information and processing damage restitution invoices. This fee shall be added to the amount of calculated restitution necessary to repair, replace or restore damage to City property when invoiced. The administrative fee may be reduced or waived as provided** | **N/A** | **$50.00** | **$50.00** |

[Ord. ### § # (Exh. A), 2020]

### 3.01.810 Collection Fees (Financial)

| | 2020 Adopted | 2021 Proposed | 2022 Proposed |
|---|---|---|---|
| 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 | $33.50 | $34.00 | $34.50 |

[Ord. 872 § 3 (Exh. A), 2019; Ord. 841 § 3 (Exh. A), 2018; Ord. 806 § 3 (Exh. A), 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. 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 the fees contained in the fee schedules in this chapter shall be calculated on an annual basis 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-Bellevue 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 city manager may choose to not include the calculated adjustments in the city manager's proposed budget and the city council may choose to not include 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 as appropriate to ensure efficient administration of fee collection.

[Ord. 872 § 3 (Exh. A), 2019; Ord. 841 § 3 (Exh. A), 2018; Ord. 806 § 3 (Exh. A), 2017; 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]

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# CITY BUDGET SUMMARY

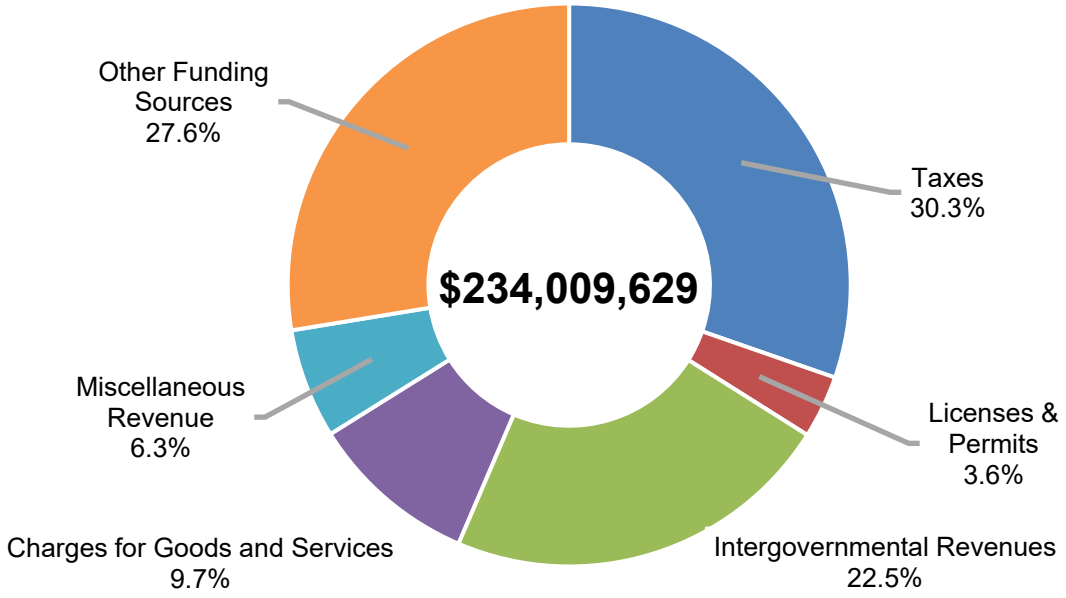
Listed below are the resources and expenditures for all City funds. The resources section lists all revenue and uses by category. Beginning Fund Balance represents the reserves that are available to the City at the beginning of any given year. Operating Uses represent expenses necessary to run the City 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.

| | 2017 - 2018 as a Biennium Actual | 2019 - 2020 Biennium Budget | 2019 - 2020 Biennium Year-End Estimate | 2021 - 2022 Biennium Budget | 2021 - 2022 vs. 2019 - 2020 Biennium Budget | Percentage Change |
|---|---|---|---|---|---|---|
| **Beginning Fund Balance** | **$38,264,567** | **$41,229,889** | **$26,650,668** | **$59,865,669** | **$18,635,780** | 45% |
| **Revenues:** | | | | | | |
| Taxes | $68,175,338 | $69,795,174 | $74,808,182 | $70,990,722 | $1,195,548 | 2% |
| Licenses & Permits | 9,715,525 | 9,382,220 | 9,303,009 | 8,439,798 | (942,422) | -10% |
| Intergovernmental Revenues | 18,986,435 | 39,134,826 | 39,163,525 | 52,647,712 | 13,512,886 | 35% |
| Charges for Goods and Services | 20,031,738 | 22,280,207 | 24,813,796 | 22,632,680 | 352,473 | 2% |
| Fines and Forfeits | 902,402 | 808,000 | 630,479 | 866,900 | 58,900 | 7% |
| Miscellaneous Revenues | 3,728,315 | 16,246,676 | 4,275,865 | 13,592,703 | (2,653,973) | -16% |
| Investment Earnings | 1,017,823 | 346,809 | 1,246,454 | 310,855 | (35,954) | -10% |
| **Total Fund Sources** | **$122,557,575** | **$157,993,912** | **$154,241,309** | **169,481,370** | **11,487,458** | **7%** |
| **Other Financing Sources:** | | | | | | |
| Proceeds from Capital Assets | 71,301 | 2,463,750 | 2,478,895 | 77,000 | (2,386,750) | -97% |
| Capital Contributions | 0 | 0 | 0 | 0 | 0 | 0% |
| Transfers In General Fund Overhead | 2,108,279 | 2,885,153 | 2,705,153 | 3,548,118 | 662,965 | 23% |
| Transfers In General Fund Capital Support | 4,203,599 | 5,373,413 | 4,502,295 | 3,943,880 | (1,429,533) | -27% |
| Transfers In General Fund Support | 395,277 | 1,921,822 | 1,956,231 | 1,688,824 | (232,998) | -12% |
| Other Transfers In | 6,377,846 | 5,852,784 | 7,893,018 | 6,738,634 | 885,850 | 15% |
| Other Financing Sources | 1,667,543 | 29,348,464 | 54,603,521 | 48,531,803 | 19,183,339 | 65% |
| **Total Other Financing Sources** | **$14,823,845** | **$47,845,386** | **$74,139,113** | **64,528,259** | **16,682,873** | **35%** |
| **Total Funding Sources** | **$137,381,420** | **$205,839,298** | **$228,380,422** | **$234,009,629** | **$28,170,331** | **14%** |
| **Uses:** | | | | | | |
| *Operating Budget* | | | | | | |
| Salaries & Benefits | $32,898,036 | $37,782,962 | $37,396,021 | $38,440,543 | $657,581 | 2% |
| Supplies | 1,979,221 | 2,291,638 | 2,025,723 | 2,085,874 | (205,764) | (9%) |
| Other Services & Charges | 14,208,426 | 20,457,341 | 17,935,217 | 16,874,440 | (3,582,901) | (18%) |
| Intergovernmental Services | 28,818,747 | 31,836,682 | 30,519,993 | 33,611,840 | 1,775,158 | 6% |
| Interfund Payments/Charges | 1,168,887 | 1,448,883 | 1,355,590 | 1,119,426 | (329,457) | (23%) |
| Budgeted Contingency | - | 4,587,342 | 784,654 | 1,623,208 | (2,964,134) | (65%) |
| Capital Outlays | 215,869 | 113,874 | 81,488 | 8,434 | (105,440) | (93%) |
| Debt Services - Principal | - | - | - | - | - | 0% |
| Debt Services - Interest | 12,244 | - | - | - | - | 0% |
| Transfers Out | 7,637,210 | 11,449,070 | 11,575,654 | 9,101,515 | (2,347,555) | (21%) |
| **Sub-Total Operating Uses** | **$86,938,640** | **$109,967,792** | **$101,674,341** | **$102,865,280** | **($7,102,512)** | **(6%)** |
| *All Other Funds* | | | | | | |
| Other Operating Funds | 2,401,958 | 544,935 | 224,174 | 387,091 | (157,844) | (29%) |
| Debt Service | 7,239,338 | 7,612,446 | 24,936,967 | 31,613,452 | 24,001,006 | 315% |
| Facilities, Parks and Roads Capital (CIP) | 22,045,863 | 74,048,614 | 60,339,278 | 66,483,412 | (7,565,202) | (10%) |
| Surface Water Utility | 10,880,035 | 19,936,886 | 15,644,162 | 24,336,730 | 4,399,844 | 22% |
| Wastewater Utility | 3,013,293 | 5,822,128 | 4,914,270 | 5,673,260 | (148,868) | (3%) |
| Internal Service Funds | 1,896,972 | 2,485,718 | 2,011,450 | 998,347 | (1,487,371) | (60%) |
| **Sub-Total All Other Funds** | **$47,477,458** | **$110,450,727** | **$108,070,301** | **$129,492,292** | **$19,041,565** | **17%** |
| **Total Uses** | **$134,416,099** | **$220,418,519** | **$209,744,642** | **$232,357,572** | **$11,939,053** | **5%** |
| **Ending Fund Balance** | **$41,229,889** | **$26,650,668** | **$59,865,669** | **$61,517,726** | **$34,867,058** | **131%** |
| *Budgeted Provision/(Use) of Fund Balance* | | ($21,244,216) | | ($11,012,250) | | |
| *Budgeted Surplus* | | $6,664,995 | | $12,664,307 | | |

# THE CITY BUDGET

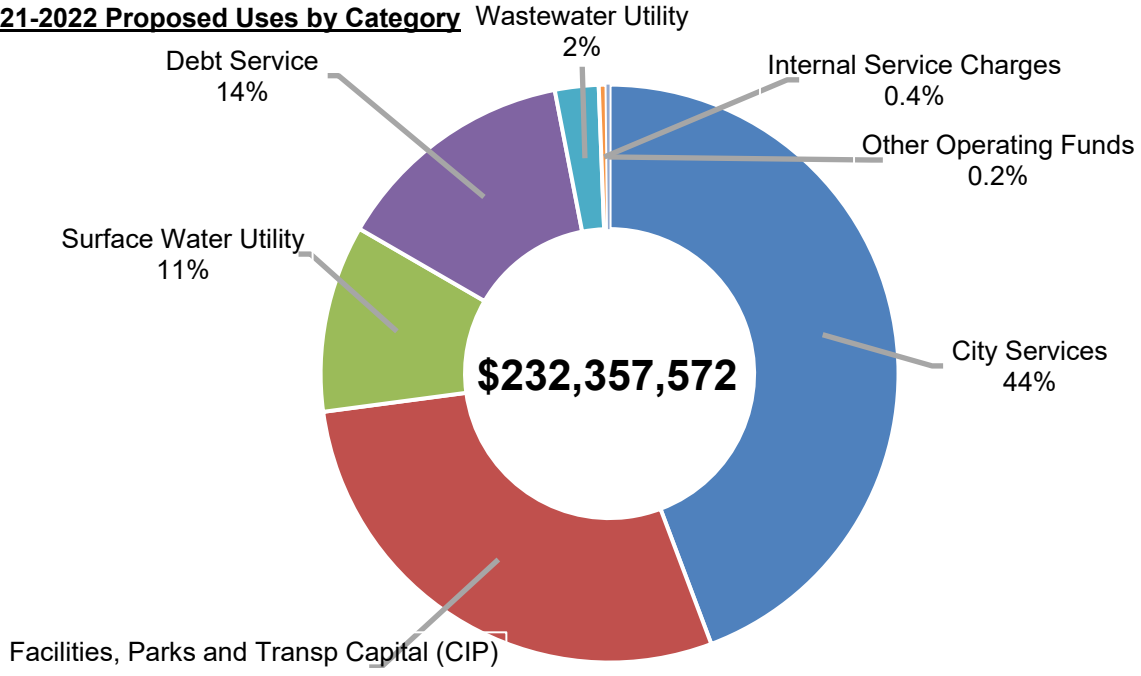
## Where the money will come from …

**2021-2022 Proposed Sources by Category**




## How will the money be spent …

**2021-2022 Proposed Uses by Category**



# *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 | |

# *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 & Charms** | | |
| 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 | **Miscellaneous Expenses** | No |

# *Expenditure Categories*

| Object | Description | Detail Required |
|---|---|---|
| **Intergovernmental/Interfund Services** | | |
| 5510 | **Intergovernmental Professional Services**<br>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**<br>Transfers between funds | No |
| **Capital Outlay (Amounts should be in excess of $5,000)** | | |
| 5610 | **Land**<br>Land acquisition costs, rights-of-way, LIDs | Yes |
| 5620 | **Buildings & Structures**<br>Acquisition, construction, and improvements to office or administrative buildings, shops and warehouses, park buildings | Yes |
| 5630 | **Other Improvements**<br>Athletic fields, bridges, water and sewer systems, lighting, parking, roadways, sidewalks, storm drains, streets | Yes |
| 5640 | **Machinery & Equipment**<br>Communications equipment, transportation equipment, office furniture & equipment, computers, heavy duty work equipment | Yes |
| 5650 | **Construction of Fixed Assets**<br>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 |

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# 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.