2013 Proposed Budget

City of Shoreline, Washington

CITY OF SHORELINE

Cover photo courtesy of HDR Engineering, Inc. – Aurora Bridge / Interurban Trail @ Aurora Ave. N and 155th St.

WASHINGTON

2013 Proposed Budget

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

Julie T. Underwood, City Manager

Robert Hartwig, Administrative Services Director

Prepared by the Administrative Services Department

For Fiscal Year January 1, 2013 – December 31, 2013

For more detail, copies of the 2013 Budget are available on the City's website, at City Hall, Shoreline Library, Richmond Beach Library and at both Neighborhood Police Centers.

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Shoreline

Washington

Special Performance Measures Recognition

For the Fiscal Year Beginning

January 1, 2012

President Executive Director

The Government Finance Officers Association (GFOA) of the United States and Canada presented a Distinguished Budget Presentation Award to the City of Shoreline for its annual budget for the 2012 fiscal year beginning January 1, 2012. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communication device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

2013 Proposed Budget

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INTRODUCTION

READER'S GUIDE TO THE BUDGET

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

Organization of this Document

This budget document contains legally required budget information, descriptive background information and various illustrative graphs and tables that will be helpful to the readers' understanding. It is organized into seven sections to facilitate the reader's understanding of the City's 2013 budget and to help the reader to find information regarding the city and its budget. Those seven sections are: Introduction, Transmittal Letter, Executive Summary, Operating Budget, 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 2013 budget message to the City Council and the 2012 – 2014 City Council Goals and Workplan.

Executive Summary – This section provides a high level view of the 2013 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:

- City Resources and Expenditures by Category
- All Funds Resources/Expense Summary
- 2013 Budget Highlights
- City Budget Summary
- 2013 Revenue Sources
- Expenditures by Object Category
- Ending Fund Balances
- Change in Ending Fund Balances
- Municipal Debt Capacity, City Long Term Debt, and City Debt Policy

Operating Budget – This section highlights the departmental budgets. It is organized to give the reader various levels of information by including department and program overviews. It also includes performance data for each program. This data includes actual results and projected results. Some programs may also have performance targets which are long-term in nature. This section includes:

- Operating Budget Forecast
- Department/Fund Overview
- 2013 FTE Summary
- 2013 Budgeted Positions

Department Budgets

- Mission Statement
- Organizational Chart
- Historical Comparison of Total Expenditures and Full-time Equivalents (FTE's)
- Staffing Summary by Program and Position
- 2012 Accomplishments
- 2013 Key Department Objectives
- Historical Comparison by Program
- Historical Comparison by Fund
- Historical Comparison by Expenditure/Revenue Type
- 2013 Budget Changes
- Program Performance Results

Budget by Fund – This section illustrates the financial condition and provides a historical comparison of each of the City's funds. It includes:

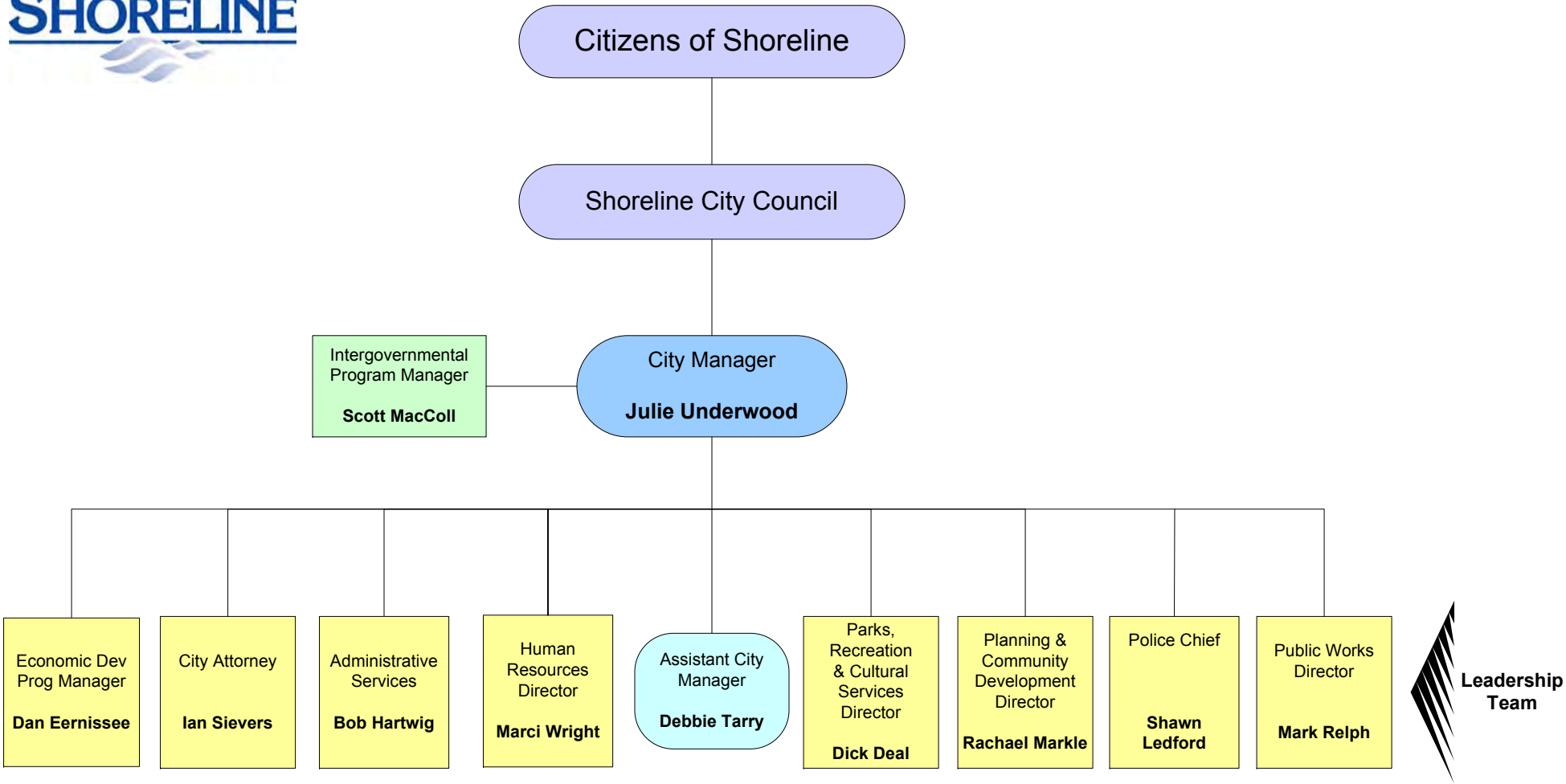
- City Fund Structure
- All Funds Historical Revenue/Expenditure Summary
- Fund Summaries

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 City's major facilities), Roads Capital (street, sidewalk, and traffic improvements), and Surface Water Utility (drainage improvements). A summary of each fund's projects is included. This section includes:

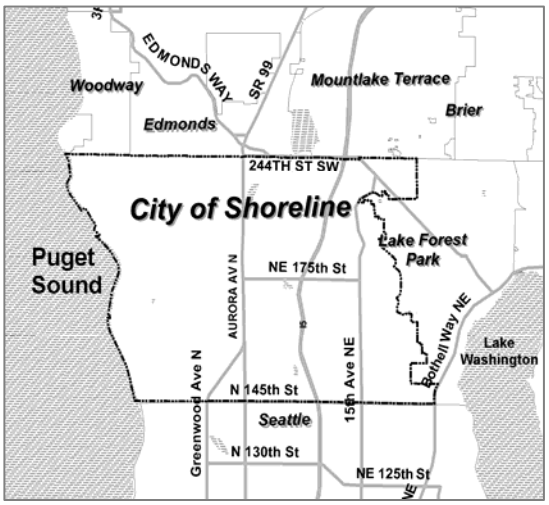
- Reader's Guide to the Capital Improvement Plan
- Impacts of Growth Management
- Capital Planning, Programming and Budget System
- Capital Improvement Fund Descriptions
- Capital Budget Criteria
- Advantages of Capital Planning
- Capital Improvement Program Plan Policies
- Steps in the Capital Improvement Process
- Project Phase Definitions
- Capital Project Criteria
- 2013– 2018 CIP Expenditures and Resources by Category
- 2013 Capital Program Summary
- Impact of CIP on Operating Budgets
- 2013– 2018 CIP Expenditures and Resources by Fund
- Project Detail

Appendix – This section includes:

- Financial Policies
- Salary Tables
- Fee Schedules
- Expenditure and Revenue Detail
- Expenditure Categories
- Glossary of Budget Terms


Citizens of Shoreline
Shoreline City Council
Intergovernmental Program Manager
Scott MacColl
City Manager
Julie Underwood
Economic Dev Prog Manager
Dan Eernissee
City Attorney
Ian Sievers
Administrative Services
Bob Hartwig
Human Resources Director
Marci Wright
Assistant City Manager
Debbie Tarry
Parks, Recreation & Cultural Services Director
Dick Deal
Planning & Community Development Director
Rachael Markle
Police Chief
Shawn Ledford
Public Works Director
Mark Relph
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**	53,270
Male/Female+	48.7%/51.3%
Median Age+	42.1
% under 20+	21.6%
Educational Attainment (population 25 yrs. and over):	
High school degree or higher#	92.5%
Bachelor's degree or higher#	42.8%
Households+	21,561
Housing Units#	22,073
Owner Occupied Housing Units+	65.3%
Median Value of Unit#	$370,400
Median Household Income#	$67,076
Per Capita Income#	$33,819
Families in Poverty#	5.0%

*** State Office of Financial Management April 2012 estimate*
+ 2010 U.S. Census
 # U.S. Census Bureau, 2006-2010 American Community Survey

SHORELINE AT A GLANCE	
Elevation (average)	375 feet
Highest Elevation	536 feet
Land Area	7500 acres (11.7 sq.mi.)
Ave. Temperature	52.4
Ave. Annual Precipitation	35.96 in.
Miles of City Streets*	191
City Retail Sales Tax	9.50%
City Employees (Full-time)	139.20
Assessed Valuation	$5,940,200,143

**Includes 36 mi. arterials, 4 mi. state roads, 3 mi. Interstate and 148 mi. residential streets*

Shoreline Yesterday

Before the Turn of the Century: 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 century, numerous businesses were clustered around Market Street, now known as N.W. 195th Place.

Early 1900's 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 2012 population to be 53,270. The City is now substantially developed with less than 1% of its total area (about 12 square miles) remaining vacant or available for use. 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.

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.

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.

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 are 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 17,908 jobs exist in the City. 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

According to the U.S. Census Bureau 2006-2010 American Community Survey 5-Year Estimates, 27,515 City residents over age 16 were employed in the region, most in the management and professional sector (44.6%), followed by sales and office occupations (22.6%), service occupations (16.8%), production and transportation occupations (8.0%), construction and maintenance occupations (7.9%), and farming, fishing and forestry occupations (0.6%).

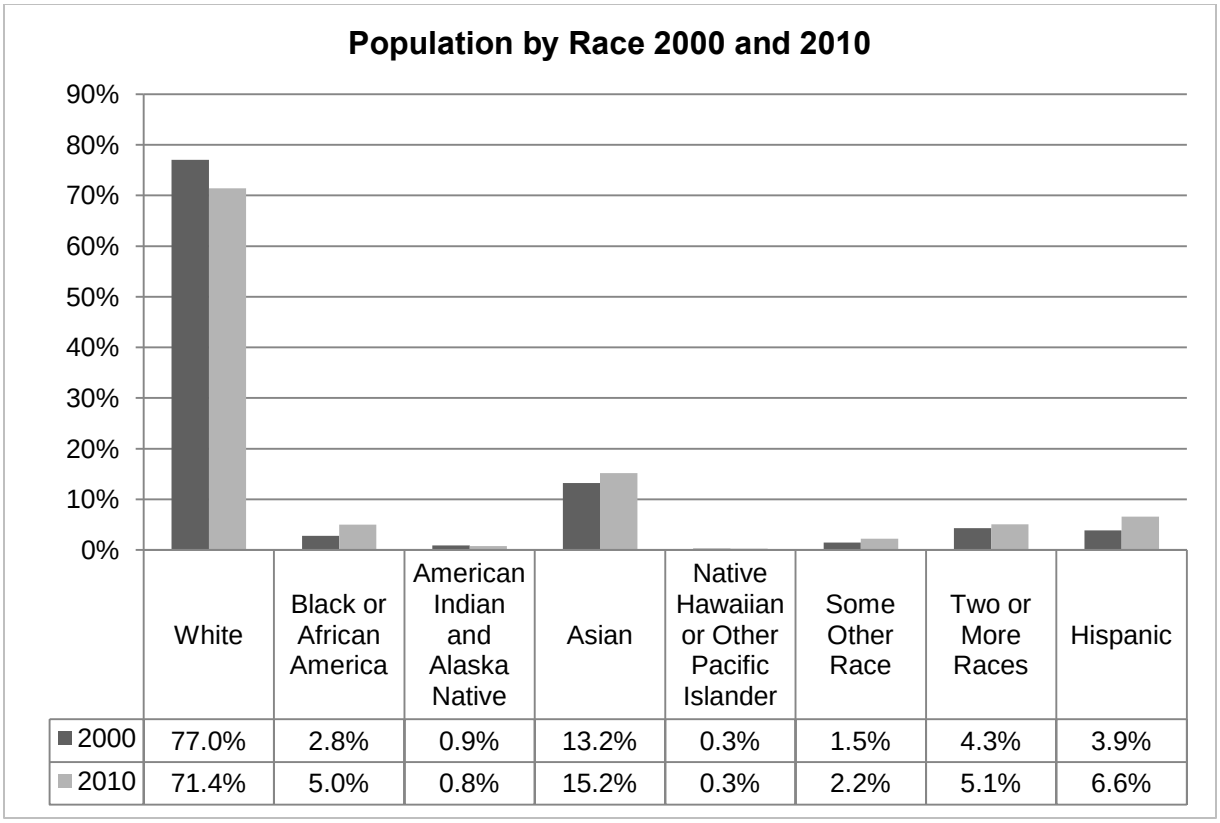
Demographics

EDUCATIONAL ATTAINMENT		
Population (25 years and over): 37,394		
Less than 9th grade	1,347	3.6%
9th-12th grade, no diploma	1,444	3.9%
High school grad. (incl. equiv.)	7,175	19.2%
Some college, no degree	8,234	22.0%
Associate's degree	3,182	8.5%
Bachelor's degree	10,625	28.4%
Grad. or professional degree	5,387	14.4%

Source: U.S. Census Bureau, 2006-2010 American Community Survey

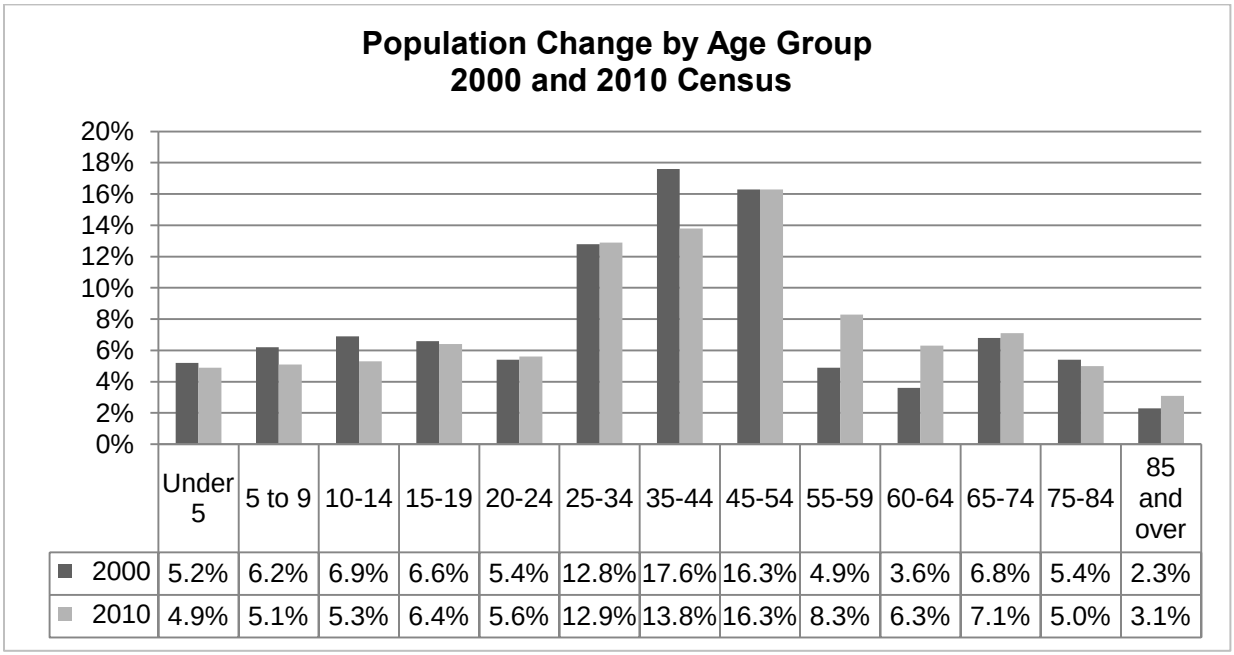
HOUSING: UNITS IN STRUCTURE		
Total housing units: 22,073		
Single family, detached	15,272	69.2%
Single family, attached	875	4.0%
2 units	250	1.1%
3 or 4 units	500	2.3%
5 to 9 units	906	4.1%
10 to 19 units	832	3.8%
20 or more units	3,259	14.8%
Mobile home	140	0.6%
Boat, RV, van, etc.	39	0.2%

Source: U.S. Census Bureau, 2006-2010 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
- Eastside Neighborhood Center
- Westside Neighborhood Center

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

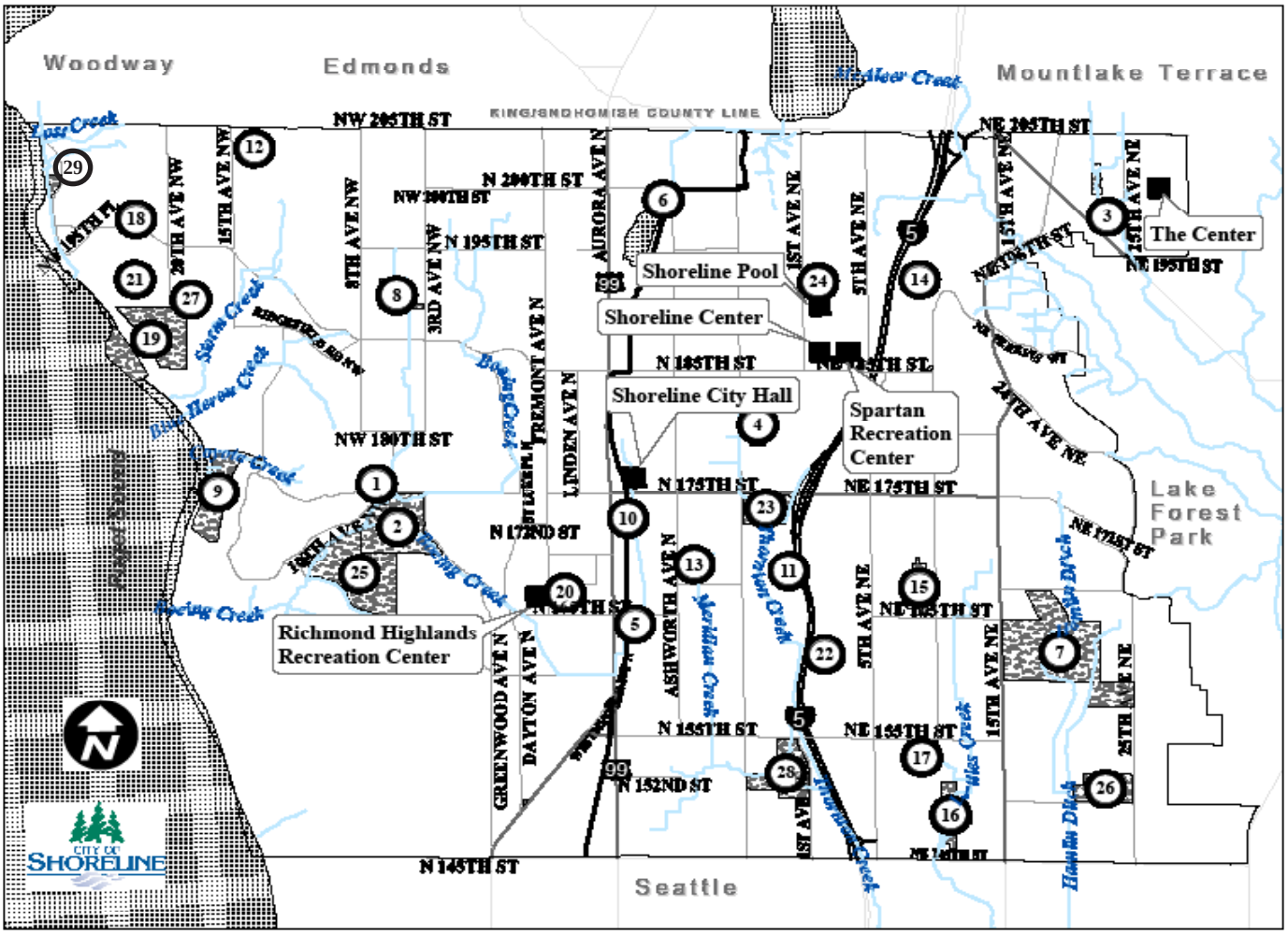
- Richmond Highlands Recreation Center
- Shoreline Pool
- Spartan Recreation Center
- Annex Teen Center

Library Services

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

Utility Services	Provided by
Cable:	Comcast, Verizon
Electricity:	Seattle City Light
Garbage/Recycling:	CleanScapes
Natural Gas:	Puget Sound Energy
Sewer:	Ronald Wastewater District
Water:	Seattle Public Utilities, Shoreline 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

Please note the following:

- Park hours are dawn until dusk.
- Opening and/or consumption of alcoholic beverages in Shoreline parks is prohibited.
- Pets must be on leashes in all Shoreline parks. Pets are not permitted on any 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.

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

	BASEBALL/SOFTBALL	BASKETBALL	FORMAL GARDEN	HANDBALL	HORSEHOE PIT	OPEN SPACE/NATURAL AREA	OPEN WATER ACCESS	PICNIC AREAS	PLAYGROUND	PUBLIC ART	RESTROOM	SOCCER	TENNIS	TRAILS
Boeing Creek Open Space - 601 NW 175th Street						x								x
Boeing Creek Park - 17229 3rd Ave NW						x	x	x						x
Brugger's Bog Park - 19533 25th Avenue NE								x	x					x
Cromwell Park - 18030 Meridan Avenue N.	x	x				x		x	x	x	x	x		x
Darnell Park - 1125 N 165th Street.						x								x
Echo Lake Park - 1521 N. 200th Street							x	x		x	x			x
Hamlin Park - 16006 15th Avenue NE	x				x	x		x	x	x	x			x
Hillwood Park - 19001 3rd Avenue NW	x			x					x			x	x	
Innis Arden Reserve Open Space - 17601 14th Avenue NW						x								
Interurban Trail - Adjacent to Aurora Avenue between N. 145th & 205th Streets										x				x
Kayu Kayu Ac Park - 19911 Richmond Beach Drive NW								x	x	x	x			x
Keough Park - 2301 N 167th Street									x			x		
Kruckeberg Botanic Garden - 20312 15th Avenue NW			x							x				x
Meridian Park Open Space - 16765 Wallingford Avenue N						x							x	x
North City Park - 19201 10th Avenue NE						x								x
Northcrest Park - 827 NE 170th Street						x			x					x
Paramount Open Space - 946 NE 147th Street						x								x
Paramount School Park - 15300 8th Avenue NE	x							x	x		x	x		x
Richmond Beach Community Park - 2201 NW 197th Street									x		x		x	
Richmond Beach Saltwater Park - 2021 NW 190th Street							x	x	x	x	x			x
RBSP Seasonal Dog Off-Leash Area - 2021 NW 190th St. (Open Nov 1 - Mar. 15)							x				x			
Richmond Highlands Park - 16554 Fremont Avenue N	x							x	x		x			
Richmond Reserve Open Space - 19101 22nd Avenue NW						x								
Ridgecrest Park - 108 NE 161st Street	x			x					x					
Ronald Bog Park - 2301 N 175th Street			x			x	x	x		x				
Shoreline Park - 19030 1st Avenue NE								x	x		x	x	x	x
Shoreview Park - 700 NW Innis Arden Way	x							x	x		x	x	x	x
Shoreview Dog Off-Leash Area - 320 NW Innis Arden Way											x			
South Woods - 2210 NE 150th Street						x								x
Strandberg Preserve Open Space - 19101 17th Avenue NW						x								
Twin Ponds Park - 15401 1st Avenue NE						x	x	x	x		x	x	x	x

BUDGET PROCEDURES AND PROCESS

Operating Budget Procedures and Amendments Process

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

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

Budget Transfers and Amendments

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

Basis of Accounting

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

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

BUDGET PROCEDURES AND PROCESS

Basis of Budgeting

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

The Annual Operating Budget Process

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

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

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

The budget development phase begins in March with the Council Planning Retreat. During the retreat, the City Council reviews the City's Long-term (six-year) Financial Plan to determine the City's financial condition. Every other year, the City surveys its citizens to gather their priorities. During the retreat, the Council establishes their priorities for the upcoming year using input from the citizen survey and various advisory boards. The City's strategic plan and the Council's annual work plan are updated to reflect the Council priorities.

In April, the Annual City Leadership Team Planning Retreat is held. During this retreat, the City's current financial condition is reviewed to determine the amount of available funding. Emerging issues are identified and prioritized based on the City's strategic plan and the Council's annual work plan.

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

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

In June and July, the departments develop their base budgets and prepare requests for new staff, programs, or significant increases to their current year budget that will address emerging

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

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

In August, the City Manager meets with each department to review their budget requests. In September, the City Manager develops preliminary budget recommendations and presents an update to the City Council of the status of the proposed budget.

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

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

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

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

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

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

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

BUDGET PROCEDURES AND PROCESS

The Annual Capital Improvement Plan Process

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

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

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

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

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

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

BUDGET PROCESS DESCRIPTION	Feb.	Mar.	Apr.	May	Jun.	July	Aug.	Sep.	Oct.	Nov.
Carryover Process Begins										
Council Planning Retreat										
Leadership Team Budget Retreat										
Capital Improvement Process Begins										
Departments Submit CIP Project Updates and Requests for New Projects										
Administrative Services Department (ASD) Develops Initial 2013 Revenue Forecast										
ASD Staff Provides Budget Training Session and Delivers Base Budget Targets										
Proposed 2013–2018 CIP Presented to Council										
Departments Submit Current Year-End Projections, 2013 Budget Requests, and 2013 Budget Change Proposals										
ASD Reviews New CIP Project Requests and Potential CIP Funding Sources										
CIP Coordination Team Reviews CIP										
ASD Updates 2013 Revenue Estimates										
ASD Reviews Department Requests for Funding and Meets with Each Department										
City Manager Meets with Department Staff to Review Their Budget Proposals										
City Manager finalizes the Proposed CIP										
City Manager Makes Specified Adjustments to Department Submittals/Establishes Preliminary Budget										
2013 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 2013 Property Tax Levy and Adopts the 2013 Property Tax Levy										
Preliminary Budget Modified per Council Direction										
Final Budget and CIP Adoption										

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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CITY OF SHORELINE

TRANSMITTAL LETTER

TRANSMITTAL LETTER

October 15, 2012

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

Dear Mayor McGlashan and City Councilmembers:

Total Budget: $67.0 million

Operations Budget: $36.7 million

Capital Budget: $22.1 million

We are pleased to present the City's 2013 Proposed Budget. This budget represents the results of thoughtful direction provided by the Mayor and Council along with the dedicated efforts of the City Manager, Department Directors, and City staff members. The 2013 Proposed Budget is scheduled for City Council review during several upcoming meetings in October and November, 2012, and will be presented for final adoption on November 26, 2012.

Financial Reserves: $5.2 million

General Fund Balance: $6.1 million

The City's budget is used as a planning document, estimating future City revenues and expenditures. It serves to guide the City's operations and capital programs from a numeric perspective for the upcoming year. The budget is prepared on a fund by fund basis. All information is organized by fund. Each fund accounts for different services and activities.

AA+ Bond Rating

S&P Highest Financial Management Rating of "Strong"

Shoreline adheres to generally accepted accounting principles (GAAP) applicable to governments. Shoreline uses proprietary funds to account for the surface water utility and certain internal service activities (fleet, information services, and unemployment management activities). Most other activities are recorded in governmental funds (General Fund, Capital Services Funds, Debt Service Funds, etc). These funds are included in the 2013 Proposed Budget and each fund is described in more detail at the beginning of each fund section.

17 years of Unqualified (clean) Audit Opinions

GFOA Budget Award for 13 consecutive years

SUMMARY OF THE 2013 BUDGET

Council Goals and Community Priorities

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

As a planning document, one fundamental purpose of the City's budget is to allocate resources that support the community's vision and priorities. The 2012 Shoreline citizen survey reported that 92% of residents believe that Shoreline is an excellent or good place to live and 72% say the City is heading in the right direction. As a result, City staff members strive to use resources to maintain and enhance this level of community satisfaction. The City is guided by seven key strategic objectives to create the desired community vision for Shoreline:

(1) Safe and attractive neighborhoods and business districts; (2) Quality services, facilities, and infrastructure; (3) Safe, healthy, and sustainable environment; (4) Governmental excellence; (5) Economic vitality and financial stability; (6) Human services; and (7) Effective citizen communication and engagement.

In addition, each year the Council adopts goals identifying the most important items for the City to accomplish over the next 18 to 24 months. The 2013 Proposed Budget allocates resources that staff members use to successfully accomplish these key goals. Following is a list of the Council's 2012-2014 goals including specific items that are funded in the 2013 Proposed Budget.

Goal 1: **Strengthen Shoreline's economic base.**

- Complete the 10 Year Financial Sustainability Plan
- Aurora Square Master Planning
- Business mini-grant pilot program
- Consolidation of the City's commercial development code and design standards
- Permitting system upgrade
- Farmer's Market Sponsorship

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

- Moving GIS to the Cloud Server
- Initiate construction on the 192nd to 205th Aurora Ave. N. improvements
- Update and renewal of the City's franchise agreement with Seattle City Light
- Transition of traffic signal synchronization from a contracted service to a City provided service

Goal 3: Prepare for two Shoreline light rail stations.

- Light Rail Station Area Planning
- Update of the land use maps in the station areas
- Mayor and Deputy Mayor representation on the "Lynnwood Link" coordination committee

Goal 4: Enhance openness and opportunities for community engagement.

- Communication Assistant FTE increase by 0.25
- Website upgrade for enhanced mobile features
- Engage the community on crime prevention efforts and programs

2013 Budget Highlights

CHALLENGES

The City of Shoreline, along with most cities throughout the nation, is experiencing challenges presented by extended weakness in the local, national, and global economies. The recession reduced the City's sales tax collections by nearly 13% and development revenue by 61% from the peak in 2007-2008. Sales tax collections fell to levels collected in 2005, but are now slowly recovering. Development revenues fell to historic lows, but are also now recovering. Assessed valuation continues to decline, however there are indications that property values may start a recovery in 2014.

As discussed above the recession profoundly affects the ability of cities to balance their budgets and maintain existing levels of service. In addition to these concerns are problems experienced at the federal and state levels. In an effort to balance their own budgets the federal and state governments have reduced revenues previously shared with cities. This will most likely continue into the future.

STABLE FINANCIAL CONDITION

All of these and other significant challenges add complexity to balancing city budgets. Yet despite these challenges Shoreline's staff and City Council have worked together to maintain the City's positive and stable financial condition. The City has fully funded reserves that meet or exceed City policies. The City's Revenue Stabilization Fund ("rainy day reserve") totals $5.2 million, equal to approximately 37% of the City's economically sensitive operating revenues. This exceeds the 30% minimum established by the City Council. The 2013 Proposed Budget also provides a General Fund ending fund balance of $6.1 million. This is 39% above the City Council's minimum policy requirement of $4.4 million.

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 Standard & Poor's (S&P) highest financial management rating of "strong." The City has a perfect record with 17 Unqualified (clean) Audit Opinions, and has received 13 consecutive GFOA Budget Awards.

REVENUES

Budgeted 2013 revenues for all funds total $59.2* million. This is a $14.6 million (33%) increase from the 2012 budget. The primary reason for this change is a $13.9 million (244%) increase in Capital Services Fund revenues.

The City's proposed Operating Funds revenues total $33.4* million. This is a $0.7 million (2%) increase over the 2012 budget. This is primarily the result of a $0.6 million increase in budgeted Fines and Forfeits revenues. This changed when the State Auditors' Office requested that we "gross up" District Court fines. In prior years revenues were netted with expenditures in this category.

Debt Service Funds revenues are budgeted at $1.9* million. This is a $0.2 million (10%) decrease from the prior year. Staff members are recommending a temporary reduction in property tax collections for the 2006 General Obligation Bond Fund (Parks Bonds). Bond funds are not permitted to accumulate excessive amounts of fund balance and this one-time adjustment is needed to use accumulated fund balance from prior years. The City estimates that the excess levy will go from $0.27 per $1,000 AV in 2012 to about $.255 per $1,000 in 2013, resulting in about a $4-$5 decrease in property taxes (based on an assessed value home of $300,000).

Capital Services Funds revenues are budgeted at $19.7* million. This is a $13.9 million (244%) increase from the prior year. Primary reasons include $3.0 million in bond proceeds that will be used to purchase a maintenance facility site and a $10.9 million increase in federal grant revenues to complete the Aurora Avenue street reconstruction projects.

The Surface Water Utility Fund revenues are budgeted at $3.8* million, a $0.2 million (6%) increase from the 2012 adopted budget. The primary reason for this change is a $0.2 million increase in intergovernmental revenues due to an increase in grants awarded.

Internal Service Funds revenues are budgeted at $0.5* million, unchanged from the prior year.

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

EXPENDITURES – OVERVIEW

Budgeted 2013 expenditures for all funds total $67.0 million. This is a $12.3 million (22%) increase from the 2012 budget. The primary reason for this change is a $12.6 million increase in Capital Services Fund expenditures.

The City's proposed Operating Funds budgets total $36.7 million. This is a $0.4 million (1%) increase over the 2012 budget. As in prior years, the 2013 Proposed Budget is balanced and complies with the City's adopted budget and financial policies.

Debt Service Funds expenditures are budgeted at $3.4 million, unchanged from the prior year.

Capital Services Funds expenditures are budgeted at $22.1 million. This is a $12.6 million (133%) increase over 2012. The main reasons for this difference are a $9.7 million increase in Roads Capital Fund projects and a $2.9 million increase in General Capital Fund projects.

The Surface Water Utility Fund expenditures are budgeted at $4.5 million, a $0.5 million (10%) decrease from the prior year. The primary reason for this change is a $0.5 million decrease in new capital outlay projects.

The remaining budget decrease of $0.2 million comes from the Internal Service Funds. Internal Services expenditures are 33% lower than in 2012 and are budgeted at $0.4 million in 2013. The primary reasons for this change are lower unemployment claims (no layoffs are included in the 2013 Proposed Budget) and lower equipment replacement costs (the 2012 budget included a large vehicle purchase).

EXPENDITURES – STAFFING

After reviewing workloads, service delivery expectations, and optional service delivery methods, the 2012 Budget included a significant reallocation of resources to meet community needs. The final budget reallocated resources towards Public Works, Facilities Maintenance, and Surface Water needs, among others. Planning, Information Systems, and Administrative support positions were reduced in order to accomplish these changes.

The 2013 Proposed Budget continues this trend. To accomplish the Council Goals and community priorities we are recommending the following budget changes:

- *Communication Assistant* – An increase of 0.25 FTE increasing the ability to address communications needs. No net budget effect (the position is funded from savings in related professional services).
- *Animal Control Officers* – A decrease of 1.50 FTE. Earlier this year the City Council decided to continue to contract with King County for these services resulting in $18,448 in salary savings.

- *GIS Specialist – Transferr*ed 1.0 FTE from the Administrative Services Department to the Public Works Department to reflect the current status of this employee. No net budget effect.
- *Recreation Assistant I and Recreation Assistant II* – The Assistant I position was increased by 0.3 FTE and the Assistant II position was decreased by 0.275 FTE to realign priorities. No net budget effect.
- *Capital Project Technician* – This 0.5 FTE position became vacant and was eliminated. The Public Works Department did this to plan ahead for the upcoming completion of the Aurora Avenue projects. This accomplishes a budget savings of $43,388 that will be allocated to other Aurora Ave. N project expenditures.
- *Capital Project Manager II* – This 1.0 FTE position became vacant and was eliminated. The Public Works Department did this to plan ahead for the upcoming completion of the Aurora Avenue projects. This accomplishes a budget savings of $128,637 that will be allocated to other Aurora Ave. N. project expenditures.
- *Engineer II – Traffic/Associate Traffic Engineer* – This position was reclassified from Associate Traffic Engineer to Engineer II – Traffic. No net budget effect (this reclassification is funded from Traffic Signal Rehabilitation professional services).

As a result of these changes the City will reduce its staff count by 2.725 FTEs in the 2013 Proposed Budget. This is a decrease of 9.2 FTEs (6.2%) since 2008. In 2013, Shoreline will have 2.37 FTEs per 1,000 population for non-utility personnel. In 2012, the median FTEs per 1,000 population for comparable cities is 2.55, and the average is 2.85.

EXPENDITURES – ADDITIONAL PROGRAM COSTS

Other significant 2013 Proposed Budget recommendations include the following:

		Cost	
Department	**Program / Item**	**One-Time**	**On-going**
CMO - Economic Development	Aurora Square Master Planning	25,000	
CMO - Economic Development	Business mini-grant pilot program	10,000	
CMO - Economic Development	Farmer's Market Sponsorship		5,000
CMO - Communications	0.25 FTE increase - Communications Assistant		21,155
P&CD - City Planning	Light Rail Station Area Planning	250,000	
Admin Services - Web Development	Website Upgrade for enhance mobile features	16,380	
Admin Services - IT Strategic Plan	IT Tech Plan - Permitting System Upgrade	47,500	
Public Works - GIS	Moving GIS Server to the Cloud	1,325	2,475
Public Works - Traffic Signal Rehab	Reclassification of Associate Traffic Engineer to Traffic Engineer II		8,171
	Total	**350,205**	**36,801**

The one-time items are being funded from one-time revenues of $480,855 in projected year-end 2012 operating budget savings.

EXPENDITURES – CAPITAL OUTLAY

As discussed above, the 2013 Proposed Budget for Capital Services Funds totals $22.1 million. Significant projects making up the $22.1 million total include:

- Maintenance Facility Acquisition $ 3.0 million

• Echo Lake Park Improvements	0.2
• Parks Repair & Replacement	0.2
• Sunset School Park	0.2
• Trail Corridors	0.2
• Aurora Avenue North – 192nd to 205th	14.4
• Annual Road Surface Maintenance Program	1.4
• Traffic Signal Rehabilitation Program	0.5
• Traffic Safety Improvements	0.3
• Route Development Plan – 145th Corridor	0.2
• Roads Capital Engineering	0.2
• 19 Small Projects (under $0.2 million each)	1.3
Total	$ 22.1 million

Also as discussed above, the 2013 Proposed Budget for new Capital Outlay in the Surface Water Utility Fund totals $0.3 million. When added to $1.6 million in ongoing 2012 capital projects carrying over into 2013, the Surface Water Fund will have $1.9 million budgeted for capital outlay. Significant projects include:

• North Fork Thornton Creek LID Storm Water Retrofit	$ 0.6 million
• Storm Water Pipe Replacement Program	0.3
• Surface Water Management Green Works Projects	0.2
• Surface Water Capital Engineering	0.2
• 5 Small Projects (under $0.2 million each)	0.6
Total	$ 1.9 million

EXPENDITURES – ONGOING EFFICIENCIES

Shoreline's Citizen Advisory Committee on Long-Range Financial Planning provided several recommendations to the City Council in 2010. The Committee stressed continued commitment to two concepts: finding efficiencies and delivering services cost effectively. City staff takes these recommendations seriously. In many ways ongoing efficiency efforts have allowed Shoreline to maintain services during times when other cities were making significant reductions.

Past efficiencies include:

- A 2010 contract moving most jail services from King County to Snohomish County. As a result of this contract the 2013 jail budget is $467,586 (31%) lower than the 2010 year-end actual. By the end of 2013 this change should result in cumulative savings of $1,421,059 through the first three contract years.
- A 2011 program instituting joint supervision between the City of Shoreline and City of Kenmore Police Departments. As a result of this program the City of Shoreline will receive credit toward the 2012 and 2013 contracts totaling $306,746. The 2013 credit is $164,255.
- The City of Shoreline received an additional credit of $119,027 on the 2012 police contract due to the results of an internal audit by King County. The credit relates to health insurance benefit costs and the effects will continue into future years.

These are just a few examples of ongoing efficiencies realized in the past few years. City staff members will continue to seek out partnerships and other efficiencies during 2013 and beyond.

Outlook

City staff members are proud to present a balanced 2013 Proposed Budget that addresses Council goals and community priorities. However, we also recognize that the City continues to face financial challenges in the future. The passage of Proposition No. 1 in 2010 was intended to stabilize property tax collections for six years. Unfortunately declining assessed valuation resulted in the City reaching legal property tax rate limitations. The actual property tax levy is now at the legal maximum and the amount of property tax revenue in 2013 will be about 6.4% less than 2012 collections.

The State of Washington, like its city governments, is also suffering from the recession. Falling revenues in the past resulted in budget gaps. The State Legislature closed these gaps in part by reducing amounts traditionally remitted to local jurisdictions. In addition the Washington Supreme Court recently decided that the State is inadequately funding education. As a result it is quite possible that future State budget efforts will continue to have a negative impact on local government budgets. As in the past, the City of Shoreline will continue to exercise its fiduciary responsibility to the citizens and we will make any budget adjustments necessary as a result of future State legislative actions.

The City government is proactively dealing with these budget issues. Staff members are moving forward with a ten year financial sustainability strategy, scheduled for kick off in October, 2012. This project will consider what the future might look like based on a variety of budget scenarios. The goal is to develop an ongoing structural budget solution that City Council can use to set future priorities and make ongoing budget decisions.

In addition, the City's staff members continue to strive to attract economic development opportunities. The 2012 citizen survey shows community support for these efforts, with 67% favoring or strongly favoring further development efforts. Economic development has the added benefit of improving the City's future financial sustainability.

Financial sustainability includes investing in infrastructure improvements. By attending to our infrastructure today, the City avoids much more costly deferred maintenance problems in the future.

Last year's budget included the comment that "our economy will improve and development will return." This year we are beginning to see the effects of that upturn. However, City staff will remain vigilant. Staff members believe that Shoreline needs to plan for a variety of possible situations and remain resilient to changing economic conditions.

Conclusion

We believe that the 2013 Proposed Budget comprehensively addresses the City's service and capital investment needs for the coming year. It also addresses the top priorities of the City Council and the Shoreline community. This budget makes every effort to maintain existing levels of service. Our citizens have expressed that desire based on past feedback, the 2012 Citizen Survey, as well as through their support of Proposition 1 in 2010.

2013 Proposed Budget is a 22% Increase from the 2012 Proposed Budget

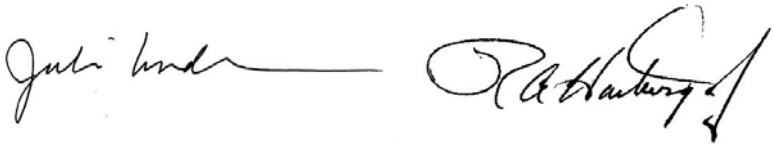
2013 Operating Budget is a 1% Increase from the 2012 Budget

Staff Reductions since 2008: 6.2%

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 the City's Leadership Team and to all staff members. These individuals worked to provide realistic budget requests and to develop ways to meet Council and community priorities.

It is also appropriate to thank several members of the Administrative Services Department for their tireless efforts to produce the 2013 Proposed Budget, while still performing day to day duties and keeping up with workflow demands. Special thanks go to Patti Rader, Susana Villamarin, and Rick Kirkwood for their assistance in preparing this budget. Thanks are also needed to the City Council for providing policy direction to the City of Shoreline over the years.

Respectfully submitted,



Julie Underwood
City Manager

Robert Hartwig CPA, MBA
Administrative Services Director

2012-2014 City Council Goals and Workplan

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

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

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

Goal 1: Strengthen Shoreline's economic base

Although Shoreline voters approved Proposition No. 1 in November 2010, which helped to maintain essential service levels through 2016, there is no guarantee that voters will be willing to do this again when Proposition No. 1 expires. Attracting investors and businesses to Shoreline reduces our reliance on property taxes alone strengthens our tax base and provides greater housing choices, local commercial and retail opportunities, and lifestyle amenities for our residents.

ACTION STEPS:

1. Implement the 2012-2017 Economic Development Strategic Plan
2. Improve and streamline the City's development regulations for commercial zones
3. Continue to implement efforts to make the permit process predictable, timely and competitive
4. Develop a 10-year Financial Sustainability Plan to achieve sufficient fiscal capacity to fund and maintain priority public services, facilities, and infrastructure

PROGRESS INDICATORS:	2011	EST. 2012
a. Annual growth of assessed property value from new construction	0.17%	0.18%
b. Ratio of commercial versus non-commercial valuation	.112	.115
c. Retail sales tax per capita	$113	$122
d. Number of licensed businesses	4,474	4,745
e. Number of housing units	23,049	23.067
f. Vacancy and rental rates of commercial and multi-family properties	Retail: 4%; $17.36/sf Office: 8%; $23.90/sf; Resid: 4%; $1.18/sf	Retail: 4%; $17.50/sf; Office:4.5%; $23.63/sf Resid: 3.2%; $1.24/sf
g. Number of online permits submitted	N/A	N/A

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

Shoreline inherited an aging infrastructure when it incorporated in 1995. The City has identified needed improvements through our 20-year planning documents including the Surface Water Master Plan, Transportation Master Plan and Parks and Open Space Master Plan. Improvements are not limited to infrastructure investments – The City is also interested in improving coordination, planning, and overall information sharing among all service providers. As capital improvements are made, it is important to include efforts that will enhance Shoreline's natural environment, ultimately having a positive impact on the Puget Sound region.

ACTION STEPS:

1. Construct the Aurora Corridor improvements from N 192nd to N 205th Streets
2. Identify funding strategies for constructing new non-motorized improvements
3. Complete the Comprehensive Plan update by December 2012
4. Acquire Seattle Public Utility's water system in Shoreline
5. Develop a plan to merge the Ronald Wastewater District into City operations as outlined in the 2002 Interlocal Operating Agreement
6. Work with the City of Seattle, King County and Washington State Department of Transportation on a plan that will improve safety, efficiency and modes of transportation for all users of 145th Street
7. Continue to implement the City's Environmental Sustainability Strategy and Tree City USA initiatives

PROGRESS INDICATORS:	2011	EST. 2012
a. Number of redevelopment projects improving the treatment of surface water	6	0
b. Number of linear feet of non-motorized facilities constructed	16,000	8,800
c. Number of trees planted in the public right-of-way and on City property (net)	470	162
d. Voter approval of the SPU acquisition	N/A	TBD
e. Volume of paper purchased for City operations	1,760	2,160
f. Percent of community garden plots reserved	N/A	100%
g. Water quality index score	61	61

Goal 3: Prepare for two Shoreline light rail stations

In 2008 Shoreline voters supported the Sound Transit 2 funding package by 61%. Our community looks forward to increasing mobility options and reducing environmental impacts through light rail service. Sound Transit estimates the light rail extension from Northgate to Lynnwood to be $1.4-1.6 billion, which includes investment in two stations in Shoreline, which are planned to open in 2023. Engaging our community on how this effort benefits Shoreline and the greater region needs to start now.

ACTION STEPS:

1. Adopt light rail station area planning framework policies
2. Amend the Comprehensive Plan and Plan map to include light rail station areas
3. Participate as a Cooperating Agency in Sound Transit's environmental process by providing early and continuous input into the development of the environmental impact statement (EIS)

4. Work with Sound Transit to evaluate the redevelopment potential of large parcels in the light rail station areas
5. Actively participate in the Growing Transit Communities Task Force
6. Engage the community in an education and outreach plan to help residents and businesses prepare for the location of the new light rail stations
7. Develop a multi-modal transportation strategy to deliver people to the light rail stations, as an alternative to single occupancy vehicles.

PROGRESS INDICATORS:	2011	EST. 2012
a. Number and location of Shoreline light rail stations identified in the EIS process	N/A	3 - 145th, 155th & 185th
b. Number of City and Sound Transit opportunities provided for public input in the light rail planning process	4	21
c. Estimated ridership at the Shoreline light rail stations	N/A	N/A

Goal 4: Enhance openness and opportunities for community engagement

The Council values an open, transparent, and responsive government. And the City believes that the best decisions are informed by the perspectives and talents of our residents. Community involvement is vital, and finding effective ways to engage all segments of our community is key to shaping our future.

ACTION STEPS:

1. Communicate and provide opportunities for public input on key policies and initiatives, including the Comprehensive Plan update, light rail planning, and City projects
2. Continue to support neighborhood associations and volunteer initiatives and to host community forums and workshops
3. Develop a workplan to make more documents available online and to improve our website's ease of use
4. Advance public engagement with online service requests, survey tools and social media platforms

PROGRESS INDICATORS:	2011	EST. 2012
a. Percent of residents who believe the City is moving in the right direction	71%	72%
b. Percent of residents somewhat/very satisfied with the City's efforts to keep residents informed	67%	67%
c. Number of citizen volunteer hours	19,530	16,449
d. Number of documents available on the City's website	9,576	12,000
e. Number of annual website visits;	77,400	100,000
f. Number of Facebook "likes"	545	650
g. Number of service requests responded to through the SeeClickFix app	3	225

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CITY OF SHORELINE

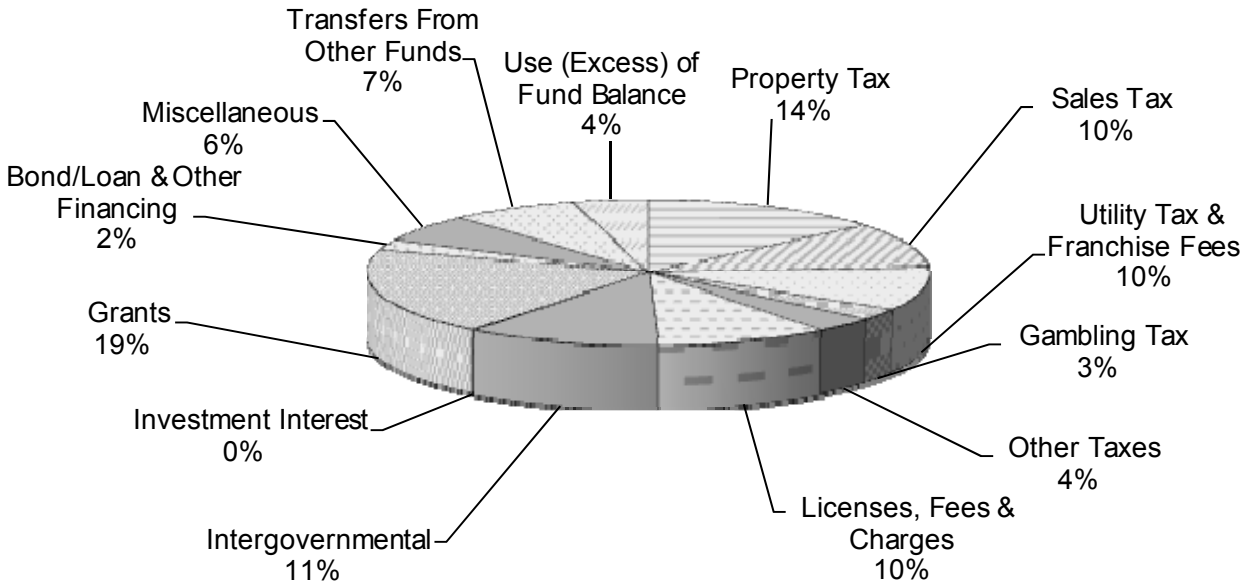
EXECUTIVE SUMMARY

EXECUTIVE SUMMARY

The City Budget

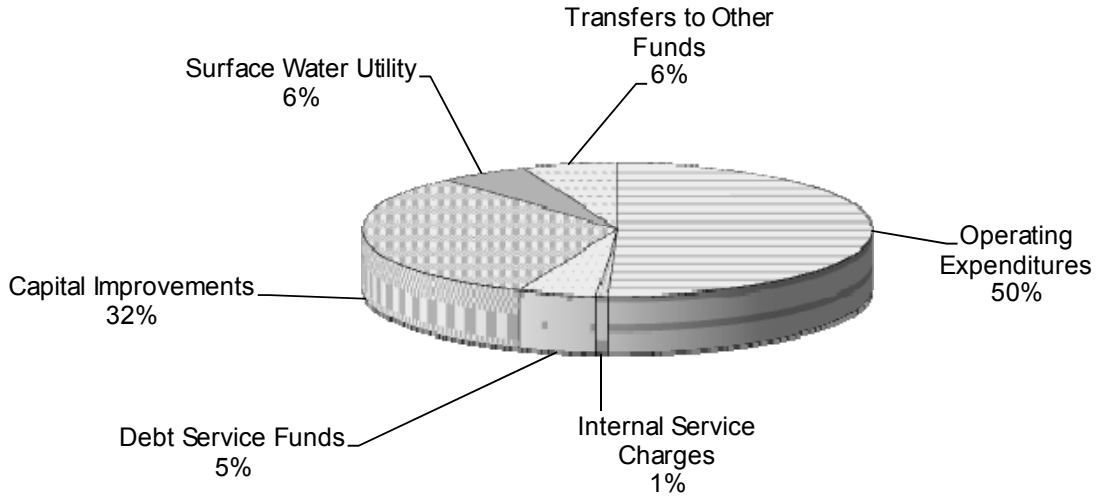
Where the money will come from …

2013 City Resources By Category
$67,049,762



How will the money be spent …

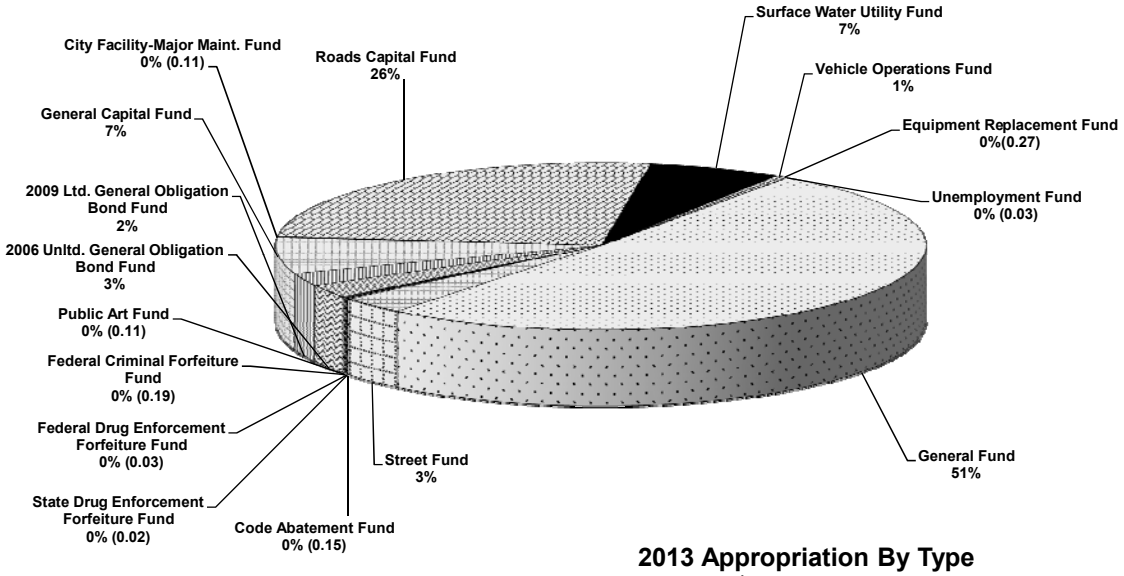
2013 City Expenditures By Category
$67,049,762



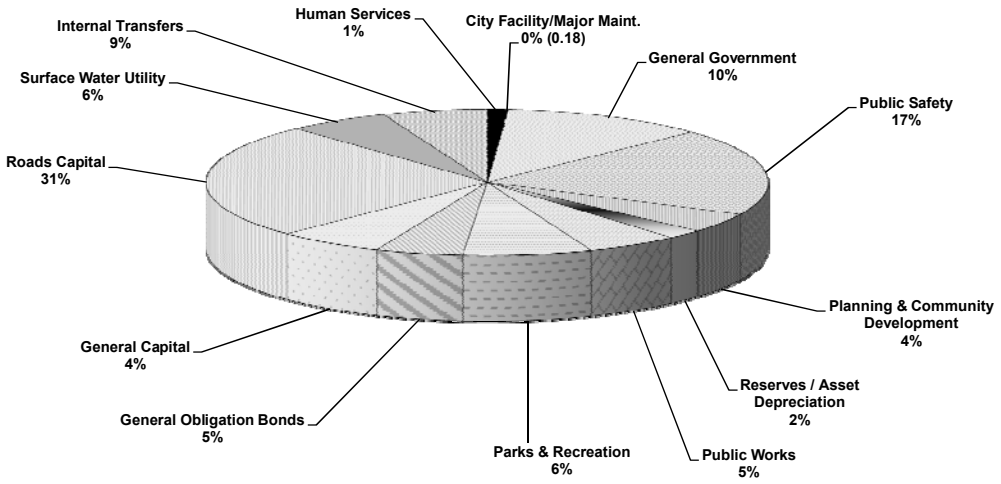
City of Shoreline
2013 All Funds Resources/Expenditures Summary

Fund	Beginning Fund Balance	2013 Revenue	2013 Transfers-In	2013 Total Resources	2013 Expenditures	2013 Transfers-Out	2013 Total Expenditures	Ending Fund Balance	Total 2013 Appropriation
General Fund	$ 7,195,752	$ 32,110,384	$ 946,045	$ 40,252,181	$ 31,766,570	$ 2,427,272	$ 34,193,842	$ 6,058,339	$ 34,193,842
Street Fund	681,292	1,104,493	1,013,203	2,798,988	1,901,065	316,631	$ 2,217,696	581,292	2,217,696
Revenue Stabilization Fund	5,146,616	-	-	5,146,616	-	-	$ -	5,146,616	-
Code Abatement Fund	153,206	80,550	-	233,756	100,000	-	$ 100,000	133,756	100,000
State Drug Enforcement Forfeiture Fund	19,229	13,800	-	33,029	13,800	-	$ 13,800	19,229	13,800
Federal Drug Enforcement Forfeiture Fund	41,861	20,750	-	62,611	20,750	-	$ 20,750	41,861	20,750
Federal Criminal Forfeiture Fund	580,085	25,000	-	605,085	47,000	80,000	$ 127,000	478,085	127,000
Property Tax Equalization Fund	1,186,259	-	-	1,186,259	-			1,186,259	-
Public Art Fund	217,403	500	-	217,903	70,000	-	$ 70,000	147,903	70,000
2006 Unltd. General Obligation Bond Fund	249,552	1,505,050	-	1,754,602	1,705,050	-	$ 1,705,050	49,552	1,705,050
2009 Ltd. General Obligation Bond Fund	300	386,370	1,274,197	1,660,867	1,660,567	-	$ 1,660,567	300	1,660,567
General Capital Fund	1,427,200	3,846,298	177,845	5,451,343	4,115,589	625,161	$ 4,740,750	710,593	4,740,750
City Facility-Major Maint. Fund	277,863	834	74,032	352,729	123,000	-	$ 123,000	229,729	123,000
Roads Capital Fund	2,080,900	15,818,533	1,352,136	19,251,569	17,141,901	54,719	$ 17,196,620	2,054,949	17,196,620
Surface Water Utility Fund	2,262,138	3,828,776	-	6,090,914	3,929,056	538,175	$ 4,467,231	1,623,683	4,467,231
Vehicle Operations Fund	41,034	198,635	-	239,669	213,635	-	$ 213,635	26,034	213,635
Equipment Replacement Fund	2,005,055	272,606	100,000	2,377,661	182,321	-	$ 182,321	2,195,340	182,321
Unemployment Fund	9,516	-	17,500	27,016	17,500	-	$ 17,500	9,516	17,500
Total City Funds	$ 23,575,261	$ 59,212,579	$ 4,954,958	$ 87,742,798	$ 63,007,804	$ 4,041,958	$ 67,049,762	$ 20,693,036	$ 67,049,762

2013 Appropriation By Fund
$67,049,762



2013 Appropriation By Type
$67,049,762



2013 BUDGET HIGHLIGHTS

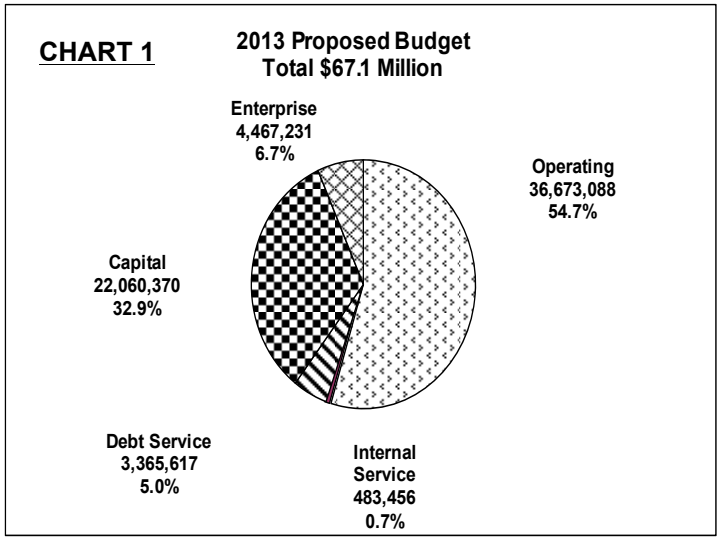
Budget Highlights

The City's 2013 budget is balanced in all funds and totals $67.0 million. The 2013 budget is $2.3 million or 3.6% more than the current 2012 Budget (2012 Proposed Budget plus all subsequent changes). This increase can be linked to the $4.1 million increase in the City's capital budget from 2012 to 2013. New major projects such as the purchase of the Maintenance Facility are included in the 2013 budget.

Table 1 summarizes the 2013 budget and provides a comparison to the 2012 budget by fund. The 2012 budgeted expenditures represent the adopted budget and any budget amendments, such as re-appropriations, that have been adopted by the City Council through September 2012.

TABLE 1

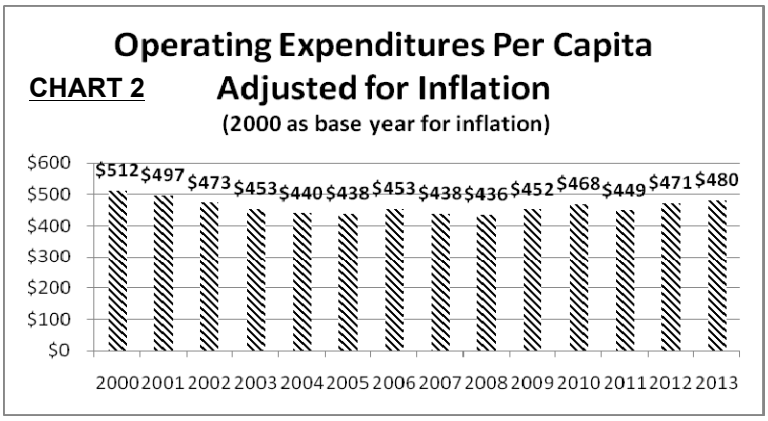
		2013 Proposed Budget			2012 Current	
Fund	Beginning Fund Balance	Revenue	Expenditures	Ending Fund Balance	Budget Expenditures	12-13 % Change
Operating Funds:						
General Fund	7,195,752	$ 33,056,429	$ 34,193,842	$ 6,058,339	$ 34,638,651	(1%)
Revenue Stabilization Fund	5,146,616	0	0	5,146,616	0	n/a
Property Tax Equalization Fund	1,186,259	0	0	1,186,259	0	n/a
Streets	681,292	2,117,696	2,217,696	581,292	2,208,455	0%
Code Abatement	153,206	80,550	100,000	133,756	100,000	0%
State Drug Enforcement Forfeiture Fund	19,229	13,800	13,800	19,229	5,000	176%
Federal Drug Enforcement Forfeiture Fund	41,861	20,750	20,750	41,861	5,050	311%
Federal Criminal Forfeiture Fund	580,085	25,000	127,000	478,085	207,000	(39%)
Sub-Total Operating Funds	15,004,300	35,314,225	36,673,088	13,645,437	37,164,156	(1%)
Debt Service Funds:						
2006 General Obligation Bond	249,552	1,505,050	1,705,050	49,552	1,695,050	1%
2009 General Obligation Bond	300	1,660,567	1,660,567	300	1,659,067	0%
Sub-Total Debt Service Funds	249,852	3,165,617	3,365,617	49,852	3,354,117	0%
Capital Funds:						
General Capital	1,427,200	4,024,143	4,740,750	710,593	3,217,531	47%
City Facility-Major Maintenance Fund	277,863	74,866	123,000	229,729	60,000	105%
Roads Capital	2,080,900	17,170,669	17,196,620	2,054,949	14,701,352	17%
Sub-Total Capital Funds	3,785,963	21,269,678	22,060,370	2,995,271	17,978,883	23%
Enterprise Funds:						
Surface Water Utility Fund	2,262,138	3,828,776	4,467,231	1,623,683	5,515,192	(19%)
Sub-Total Enterprise Funds	2,262,138	3,828,776	4,467,231	1,623,683	5,515,192	(19%)
Internal Service Funds:						
Equipment Replacement	2,005,055	372,606	182,321	2,195,340	340,675	(46%)
Public Art Fund	217,403	500	70,000	147,903	72,511	(3%)
Unemployment	9,516	17,500	17,500	9,516	89,546	(80%)
Vehicle Operations & Maintenance	41,034	198,635	213,635	26,034	197,250	8%
Sub-Total Internal Service Funds	2,273,008	589,241	483,456	2,378,793	699,982	(31%)
Total City Budget	**$ 23,575,261**	**$ 64,167,537**	**$ 67,049,762**	**$ 20,693,036**	**$ 64,712,330**	**4%**



The budget can be divided into five parts: Operating, Internal Service, Debt Service, Enterprise and Capital as shown in Chart 1. The City's operating budget represents the cost of providing services to the Shoreline community on a day-to-day basis and includes such items as public safety (police, court, jail), park maintenance, recreation programming, street maintenance, street lighting, land use planning, permitting, communications, emergency management, and administration. The debt service budget is the annual repayment of the 2006 voter approved park bonds and the 2009 councilmanic bonds issued to pay for a portion of the new City Hall. The enterprise budget consists of the operation and capital improvements of the surface water utility. The capital budget represents the cost of making improvements to the City's facilities, parks, and transportation systems. Internal service funds represent transfers between funds (Vehicle Operations, Equipment Replacement, and Unemployment Funds) to fund maintenance and replacement of City equipment and unemployment claims.

The 2013 operating budget (General and Street Funds) totals nearly $36.4 million; approximately $435,568 or 1.2%, less than the 2012 current budget. The 2013 operating budget includes nearly $1.1 million in one-time transfers to other funds. Excluding these transfers results in a 2013 operating budget of $35.3 million, which is just over $1.5 million, approximately 4.2%, less than the 2012 budget. Table 1 reflects a $491,068, 1.3% decrease in the General Fund budget for 2013.

Chart 2 shows the cost of providing City services on a per capita basis, adjusted for inflation, since 2000. In 2013 the projected cost per capita is $480, approximately $32 (6.3%) lower than in 2000.



The projected 2013 General Fund ending fund balance (reserves) is nearly $6.1 million, with an additional $897,208 budgeted as a budget and insurance contingency. This complies with the City's adopted reserve policy. This basically requires that the General Fund maintain a reserve level of $4.4 million for cash flow and budget contingency purposes.

In addition to the General Fund reserves, the City's Revenue Stabilization Fund is projected to have an ending 2013 fund balance of $5.2 million. The projected ending 2013 balance equates to approximately 37% of budgeted 2013 economically sensitive revenues. This is above the City's reserve policy requiring that this fund be maintained at 30% of the budgeted economically sensitive revenues.

The 2013 Surface Water Utility budget is projected to decrease by nearly $1.1 million, 19%. This is a result of the change in capital activity from 2012 to 2013.

The City's 2013 capital budget, exclusive of projects budgeted within the Surface Water Utility Fund, will increase by $4.1 million, 22.7% from 2012 to 2013. The primary reason for the increase is the Maintenance Facility acquisition and the Aurora Ave N. improvements between 192nd and 205th being constructed during 2013. The capital budget reflects the projects that are proposed in the 2013-2018 Capital Improvement Plan included in this book.

2013 Budget Highlights include the following:

- **Regular Property Tax Levy**: The 2013 regular property tax levy totals $9.4 million. This is a decrease of $641,723, or 6.4%, from 2012. Shoreline Proposition 1 included an annual escalator based upon the CPI-U index (2.7%).

  The assessed valuation estimates from the King County Assessor including new construction reflect a 6.7% reduction in city-wide valuation. This will cause the levy rate to remain at $1.60 per $1,000 of assessed valuation resulting in a 2013 property tax levy that is 6.4% lower than the current 2012 levy.

- **Fee Changes:** The 2013 budget reflects proposed inflationary fee increases of 2.7% for development fees, license and public record fees, and for some Parks fees. Surface water fees are being increased by 3.0%.

- **Personnel Costs:** The 2013 budget reflects a 2.7% increase, $398,389, in personnel associated costs. Table 2 summarizes the changes with a more detailed explanation following.

TABLE 2

		2013 Budget Changes									
	2012 Current Budget	2012 Personnel Changes	Extra-Help, OT, Standby and Callback Pay Changes	Step Increases	Market Adjust.	Increase in Retirement (PERS)	Increase in Health Premium	New Positions / Reclass / Elimination	2013 Budget	2013/2012 Change	% Change
Salaries	$ 10,804,102	$ (33,872)	$ 9,885	$ 60,235	$ 235,428			$ (142,825)	$ 10,932,953	$ 128,851	1.2%
Benefits	3,707,144	(18,640)	-	9,035	34,604	93,265	177,481	(26,206)	3,976,682	269,538	7.3%
Total	**$ 14,511,246**	**$ (52,512)**	**$ 9,885**	**$ 69,270**	**$ 270,032**	**$ 93,265**	**$ 177,481**	**$ (169,031)**	**$ 14,909,635**	**$ 398,389**	**2.7%**

- The major changes in personnel costs include a combination of the following:
  - The salaries budget is increasing by $128,851 or 1.2% in 2013. The salaries budget includes both regular (benefited) and extra-help personnel (non-benefited).
  - Regular salaries: The budget for regular salaries will total $10.1 million in 2013. This is an increase of $118,966, or 1.2%, when compared to the 2012 budget. Approximately 30% of regular employees are eligible to receive a step increase in 2013, and $60,235 of the projected increase is linked to anticipated step increases. In calculating a recommended COLA for 2013 staff compared the change in CPI-U from June 2011 to June 2012 (2.7%). The City's policy has been to budget for a COLA of 90% of the change in inflation, resulting in a 2013 recommended COLA adjustment of 2.4%. The budget impact is $235,428. Additionally a net decrease of $142,825 was a result of changes in positions in the 2013 budget.
  - Extra-Help salaries: The extra-help salary budget is increasing by $10,149, or 1.4%, and totals $723,836 for 2013.
  - Overtime: The City's overtime budget totals $49,700 or approximately 0.45% of the total salary budget.

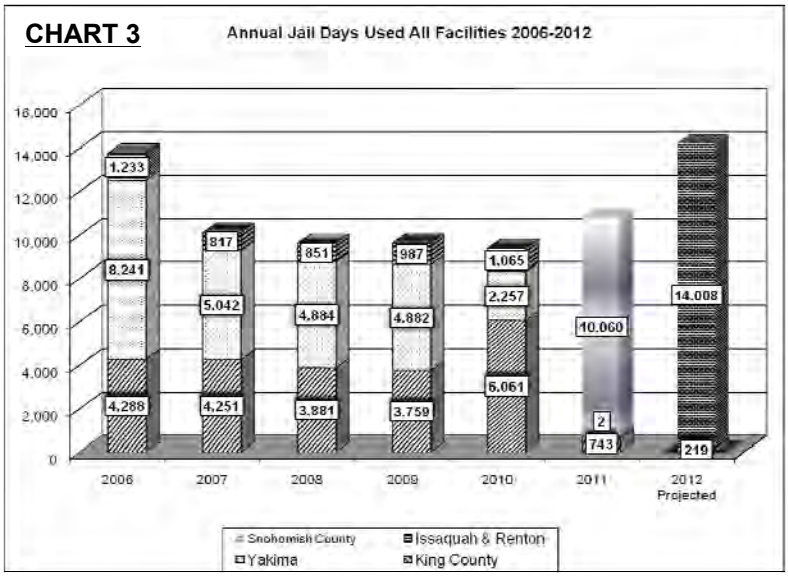
- The total cost for employee benefits is projected at $4.0 million for 2013. This is a $269,538 (7.3%) increase compared to the 2012 budget. The changes are related to the following:
  - Benefit costs will increase by $24,999 in 2013 as a result of changes in 2012, cost of living increase and projected step increases in 2013. These benefit changes primarily affect social security, Medicare, and retirement contributions.
  - The 2013 budget for health benefit costs included an increase of $177,481 or 7.34%.
  - The Washington State Public Employees Retirement System (PERS) employer contribution rate went from 7.07% to 7.25% effective September 1, 2011. That rate continued until April 1, 2012 when it decreased to 7.08%. On September 1, 2012 the rate was increased again to 7.21%. It is anticipated that the rate will change again on July 1, 2013 to 9.03% and will continue to increase over the next few years to meet the actuarial projections for the retirement plans over the long-term. Employee contribution rates will also increase. The 2013 rate change will result in a $93,265 increase in the City's retirement contributions. The following table shows the most recent projected employer rate changes:

PERS Employer Contribution	Current Rate	Effective 7-1-13	Effective 7-1-14	Effective 7-1-15	Effective 7-1-16
State Actuary Proj. Rates	7.25%	9.03%	9.44%	9.69%	9.69%

- **Police Contract:** The projected 2013 contract with King County for police services is $10.4 million. The 2013 contract is projected to increase by $138,011, or 1.4%, as compared to the 2012 contract. As negotiations for the 2013 guild contract are still ongoing at this point the budget is based on a 2.5% increase (per original assumptions provided by the King County Sheriff's Office).

  The contract with King County provides that the Sheriff's Office give an estimate of the 2013 costs by September 2012, and then reconcile this cost with the budget adopted by the County in March of 2013. Whichever cost is less is the amount that the City will actually pay via contract charges in 2013. As a result of this process, it is not unusual that the City's budget may be slightly different from the actual annual contract with King County.

- **Jail**: Projected jail costs for 2013 are $1.0 million. This is a 10.4% ($120,000) decrease when compared to the 2012 budget. In 2010 jail usage was unusually high as a result of fewer misdemeanants being released on their personal recognizance. Jail activity is not cyclical or seasonal in nature; therefore it is difficult to project. However, a 12-month average of July 2011 through June 2012 has been used in developing the 2013 projected usage. Most jail days are now occurring in the Snohomish County jail where the rates are substantially lower for both booking and daily maintenance fees than those charged by King County.



- **Budgeted Contingency Expenditures:** The 2013 operating budget includes the required budget and insurance deductible contingencies. Per the City's financial policies, these contingencies total $897,208 and are funded by allocating a portion of the existing fund balance in the General Fund. The 2013 budget also includes an additional contingency of $192,698 for unanticipated needs.

- **City Hall Debt Service Costs**: The 2013 budget includes $1.7 million in debt service costs for City Hall, of which $386,370 is paid directly by the Federal Government as the subsidy for the Build America Bonds (BABs). The remaining $1.3 million in payment is from the City's General Fund, based on monies previously budgeted for rent payments for City Hall and Annex ($476,253), real estate excise tax (REET) collected in the General Capital Fund ($580,541), and an additional General Fund allocation of $217,403 to offset lower than anticipated REET funding. The City Council authorized staff to use up to $750,000 of REET towards the City's debt service costs for City Hall. The 2013 budget does not include any anticipated lease revenue from the vacant space in City Hall.

- **Support for Contracted Services**: The 2013 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.
  - *Kruckeberg Botanic Garden*: The 2013 budget includes $40,000 to fund the long-term operational plan for the Gardens between the City and the Kruckeberg Botanical Garden Foundation. Although the Foundation would like additional funding it is important to remember that the City is also funding a $189,000 parking lot/sidewalk/entry pathways project on this site.
  - *Shoreline-Lake Forest Park Arts Council and Shoreline Historical Museum*: The 2013 budget includes $60,000 in funding for both of these organizations to provide services to the Shoreline community and to partner with the City for special events.
  - *Senior Center*: The 2013 budget includes $18,000 in continued funding.

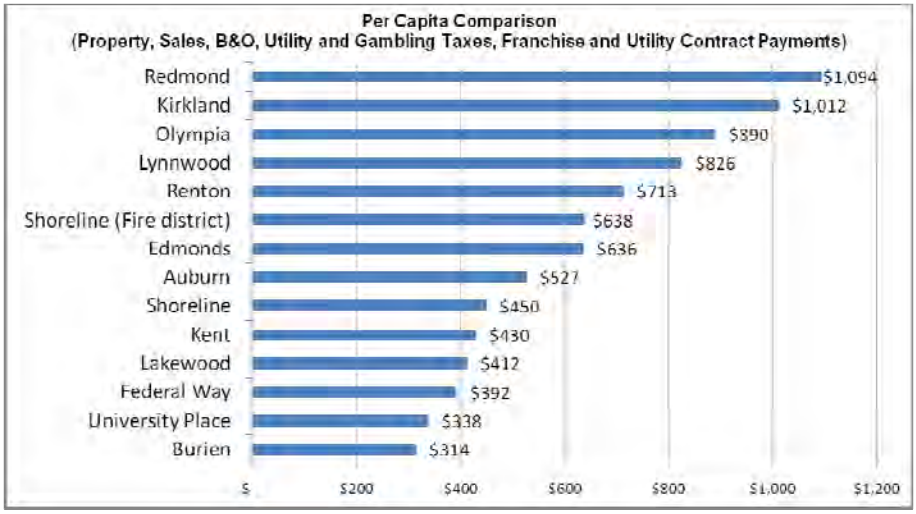
- **Capital Programs**: The City's 2013 capital budget reflects the first year of the City's proposed 2013-2018 capital improvement program (CIP).

More detailed information regarding changes within the 2013 budget can be found in the individual department sections of the budget.

Fiscal Capacity

As a City, we are challenged by currently limited fiscal capacity. Shoreline is primarily a residential community, with just under 90% of our City assessed valuation in residential properties. Chart 4 shows a comparison of tax per capita with comparable cities using 2011 data (the most recent year for

CHART 4



audited financial data). Shoreline ranks 8th out of 13 comparable cities in per capita tax revenues. We also have relatively low sales tax revenue per capita, $113 in 2011, as compared to many other jurisdictions of similar population. This is especially true with those jurisdictions that have much larger retail centers within their communities. Some of these jurisdictions operate their own fire departments. If the City of Shoreline per capita tax collections included the Fire District's property tax collections, the per capita tax collections would be $638, approximately 6th out of the 13 comparable cities.

Economic Outlook & Revenue Growth

After an extended economic downturn affecting local, national, and global economies, the City is seeing a gradual upturn in 2012. Retail and other sales are up. Construction activity is rebounding. Economic forecasts for the Puget Sound area are positive. The only other area that is still down is real estate, an area that directly impacts Shoreline's property tax revenues. Several trends in the Puget Sound area highlight this upturn as follows:

CATEGORY	REGION			
Annual Rate Between	Puget Sound	King County	United States	DISCUSSION
EMPLOYMENT				
2011-2014	2.5%	2.5%	1.8%	Between 2011 and 2014, employment will advance at annual rates of 2.5% throughout the Puget Sound and King County and 1.4% throughout the nation.
UNEMPLOYMENT				
2012-2013	(0.1%)	(0.2%)	(0.3%)	Between 2012 and 2013, unemployment will drop 0.1% to 7.4% for the Puget Sound and will drop 0.2% to 6.8% for King County.
ALL TAXABLE RETAIL SALES				
2011-2014	5.7%	5.8%	N/A	Between 2011 and 2014, retail sales will grow at annual rates of 5.7% throughout the Puget Sound and 5.8% throughout King County.
TOP RETAIL SALES CATEGORIES (2011-2014)				
Building Materials	10.5%	N/A	N/A	Between 2011 and 2014 throughout the Puget Sound, retail sales will grow at annual rates of 10.5% for building materials, 6.2% for motor vehicles and parts, and 4.4% for general merchandise.
Motor Vehicles	6.2%	N/A	N/A	
General Merchandise	4.4%	N/A	N/A	
HOUSING PERMITS (2011-2014)				
All Permits	26.0%	34.0%	20.5%	Between 2011 and 2014, the number of housing permits pulled will grow at annual rates of 26.0% throughout the Puget Sound, 34.0% throughout King County, and 20.5% throughout the nation.
Single-Family Permits	33.8%	N/A	N/A	Between 2011 and 2014, the number of single-family housing permits pulled will rise at a 33.8% annual rate and the number of multi-family housing permits will rise at a 19.1% annual rate.
Multi-Family Permits	19.1%	N/A	N/A	
PERSONAL INCOME				
2011-2014	5.0%	4.7%	4.3%	Between 2011 and 2014, personal income will rise at annual rates of 5.0% throughout the Puget Sound, 4.7% throughout King County, and 4.3% throughout the nation.

PERSONAL INCOME PER CAPITA	2011	vs. Region	vs. King County	vs. National Average	2014	vs. Region	vs. King County	vs. National Average
Puget Sound	$ 50,761	N/A	(11.7%)	22.6%	$ 56,587	N/A	(12.0%)	23.5%
King County	$ 57,497	13.3%	N/A	38.9%	$ 64,305	13.6%	N/A	40.4%
United States	$ 41,394	(18.5%)	(28.0%)	N/A	$ 45,813	(19.0%)	(28.8%)	N/A

In King County, per capita income will climb from $57,497 (38.9% above the national average) in 2011 to $64,305 (40.4% above) in 2014.

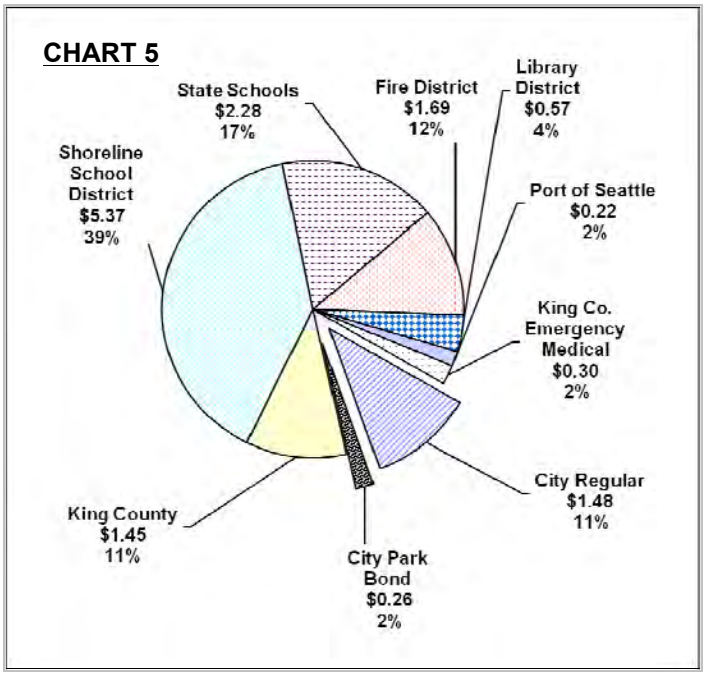
Source: The Puget Sound Economic Forecaster History and Ten-Year Forecast; September 2012

Despite these promising indicators, it is important to remember that the recovery is starting from historic lows. As a result, it takes time to return to activity levels existing before the recession. When adjusted for inflation, and considering revenue limitations imposed by the State legislature and statewide initiatives, we need to understand that recovery will be a long slow process.

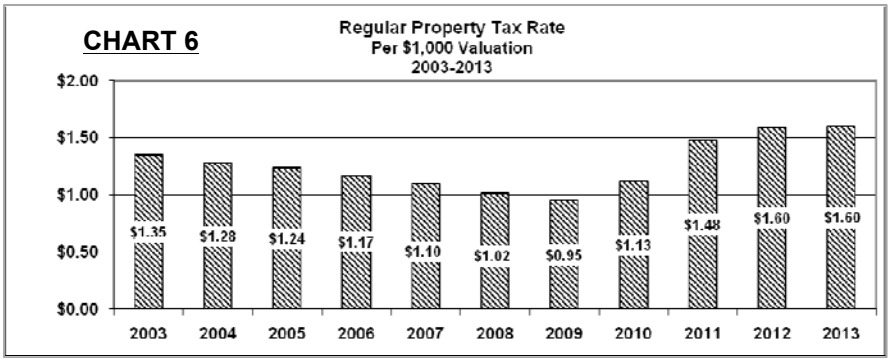
Overall revenues for the General Fund and Street Fund are budgeted at $34,160,922 for 2013. This is a $868,439 (2.5%) decrease from the 2012 budget (amount excludes budgeted use of fund balance and transfer from General Fund to Street Fund).

Property Taxes

Property taxes represent 29.3% of the City's General Fund operating revenue. The City's 2013 budgeted regular property tax levy is $9.4 million. There are a number of taxing districts that collect property taxes from Shoreline property owners. The City of Shoreline receives 13% of the total property taxes paid. This includes the City's regular levy used to fund City services and the 2006 voter approved Park bonds. The bond proceeds were used to acquire open space and make a variety of park and trail improvements throughout the City.



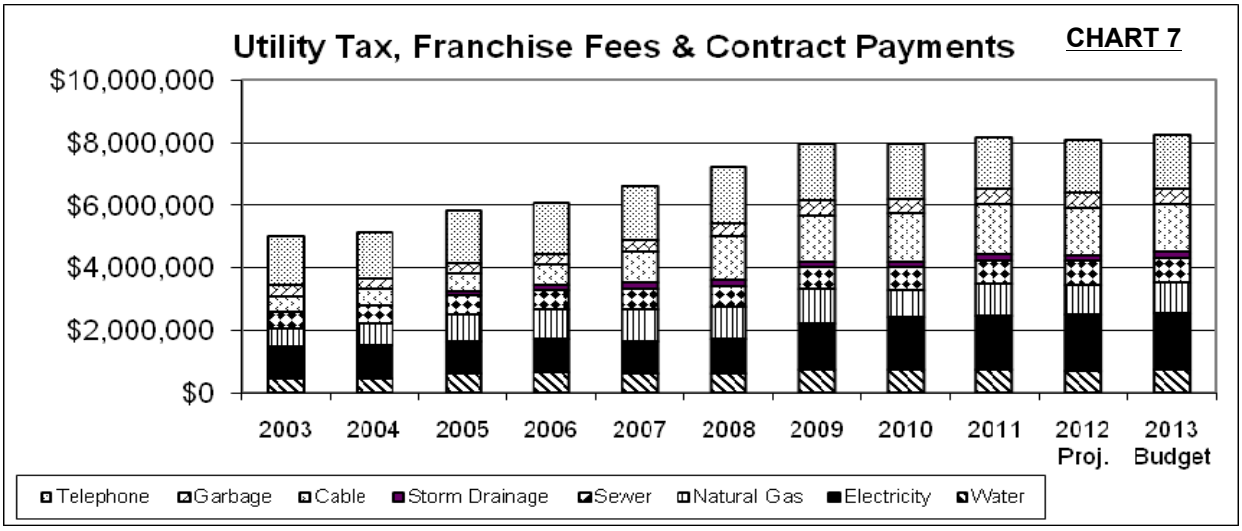
As a result of assessed valuation increases outpacing the increase in the property tax levy, the City's property tax rate dropped every year between 2003 and 2009 (Chart 6). This trend changed in 2010 when the City's assessed valuation fell by 15.1%, by 0.7% in 2011, and by 4.9% in 2012. The King County Assessor's Office is projecting that the assessed valuation will fall again by 6.7% in 2013. Shoreline Proposition 1 included a provision to increase the City's annual property tax levy by 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. This index increased by 2.70% between June 2011 and June 2012. Statutorily, the City's maximum property tax levy rate is $1.60 per $1,000 assessed valuation. Based on the assessed valuation decrease of 6.7%, and assuming the 2012 levy was increased by 2.70%, the resulting property tax levy rate would exceed $1.60. Since this is not allowed, the 2013 tax levy will remain at $1.60.



The average home value assumed for 2012 was $276,000. Assuming a regular property tax rate of $1.60 per $1,000 assessed valuation, the average homeowner will pay $442 in property taxes for City services in 2013.

In May 2006 Shoreline voters authorized the issuance of $18.8 million in general obligation bonds for open space acquisition and park and recreation related improvements. Property owners are assessed a separate levy to repay the bonds. The 2013 debt service levy is projected to be $1.5 million which will result in a levy rate of approximately $0.255 per $1,000 assessed valuation. The owner of an average home will pay approximately $70 in 2013 towards the repayment of the park bonds, down $5 (6.7%) from 2012.

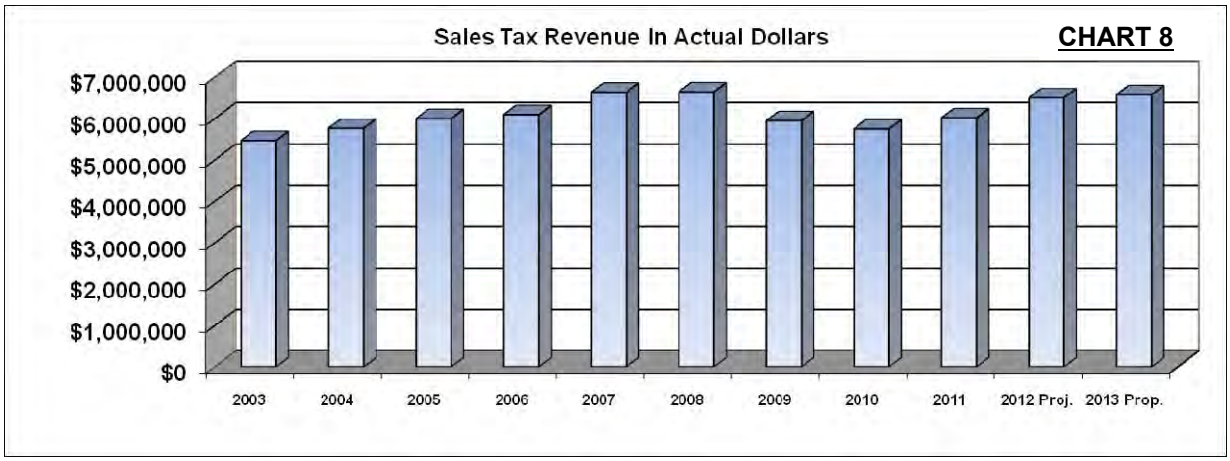
Utility Tax, Franchise Fees & Utility Contract Payments

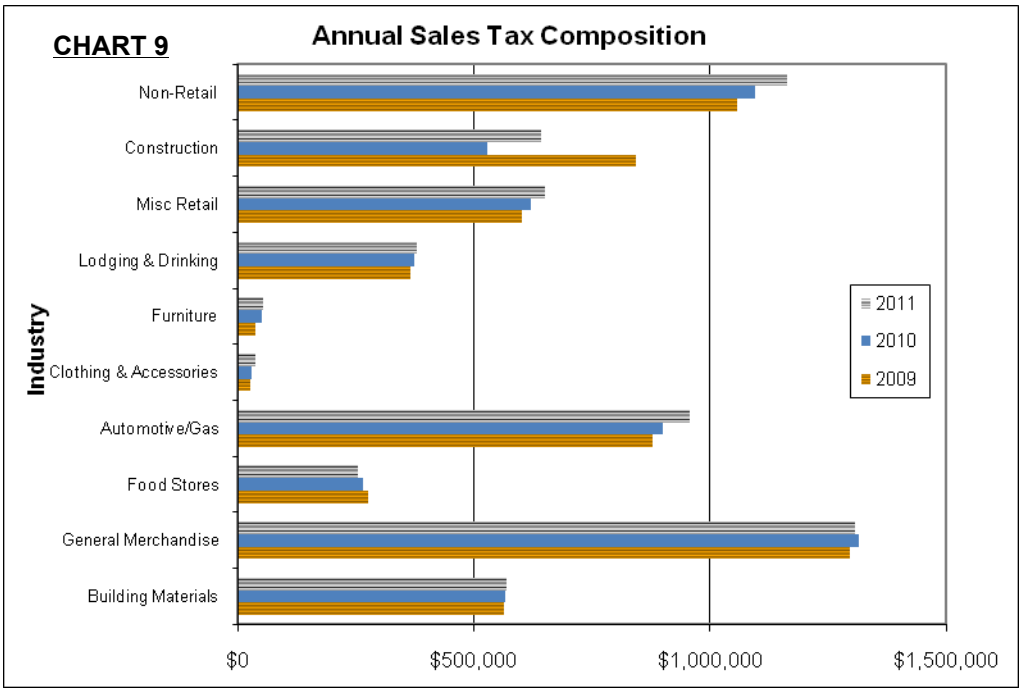


Utility taxes, franchise fees, and contract payments from utility providers (combined), are the second largest source of revenue (25.6%) for the City's general fund. These revenues are projected to decrease by approximately 1.1% when compared to projected 2012 collections (Chart 7). Utility taxes and franchise fees are expected to decline from water (3.7%) and cable (7.4%) providers. Utility taxes are projected to increase 1.3% from garbage services, based on projected rate increases, and 1.9% from telephone providers. Contract payments from Ronald Wastewater (sewer) are projected to increase by 3.0%. Contract payments from Seattle City Light are expected to increase by 3.3% based on projected rate increases. Storm Drainage revenues are expected to increase by 4.0% due to a requested rate increase. Utility tax collections for natural gas are projected to decrease by 8.00% from 2012 projections.

Sales Tax

General sales tax, the third largest revenue source for City operations (20.5%), totals $6.6 million for 2013. Between 2003 and 2011 the City's annual sales tax growth averaged 2.0% on an actual basis. As a result of the economic recession sales tax collections fell by 9.4%, or 626,377, from 2008 to 2011. Revenue collections have turned around for 2012, although it is important to note that the increase reflected in Chart 8 is mostly attributable to one-time revenue from the construction of two new high schools and the Ballinger Way Portal site's odor control facility for the Brightwater Conveyance System. Revenue collections in 2013 are projected to increase by $74,800 (2%), compared to the 2012 projection, and by $273,382 (4.3%), compared to the 2012 budget.



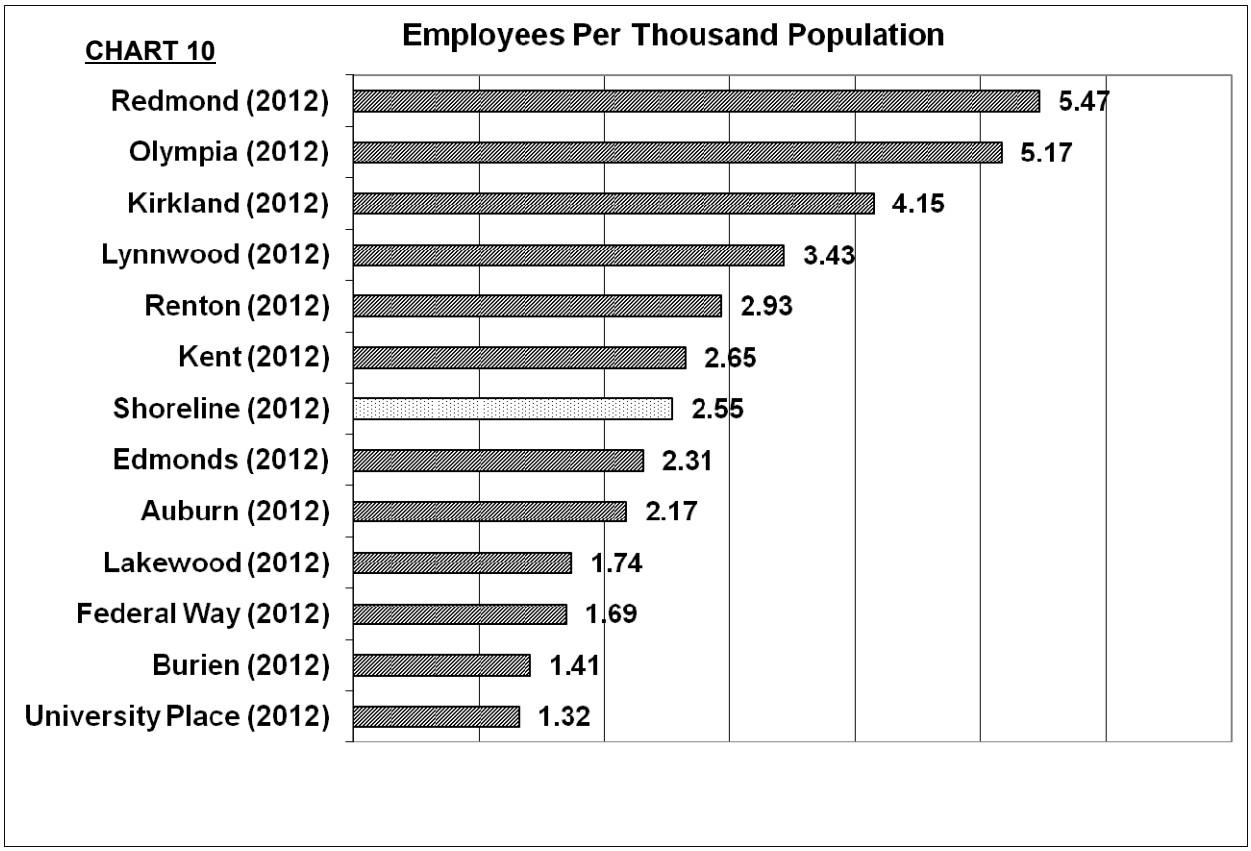


Shoreline's tax base consists largely of basic consumer goods, and therefore our sales tax collections were fairly consistent prior to the recession. As can be seen in Chart 9, the recession resulted in a significant reduction in construction and building material sales taxes. Automobiles are among the highest valued items purchased in the Shoreline sales tax base. This sales category held fairly steady even during the height of the recession. There was some growth in automobile sales in 2011, and staff members will continue to monitor this area closely.

Staffing

The 2013 budget provides funding for 132.2 regular full-time equivalent (FTE) positions, excluding City Council members.

The City's 2012 ratio of employees per 1,000 population is 2.55. As chart 10 depicts, a comparison of staffing to population shows the City of Shoreline staffing levels significantly below many comparable cities, and below the average of 2.90 for all cities. These ratios have been adjusted to exclude fire, police, special programs and utility personnel from comparable cities.

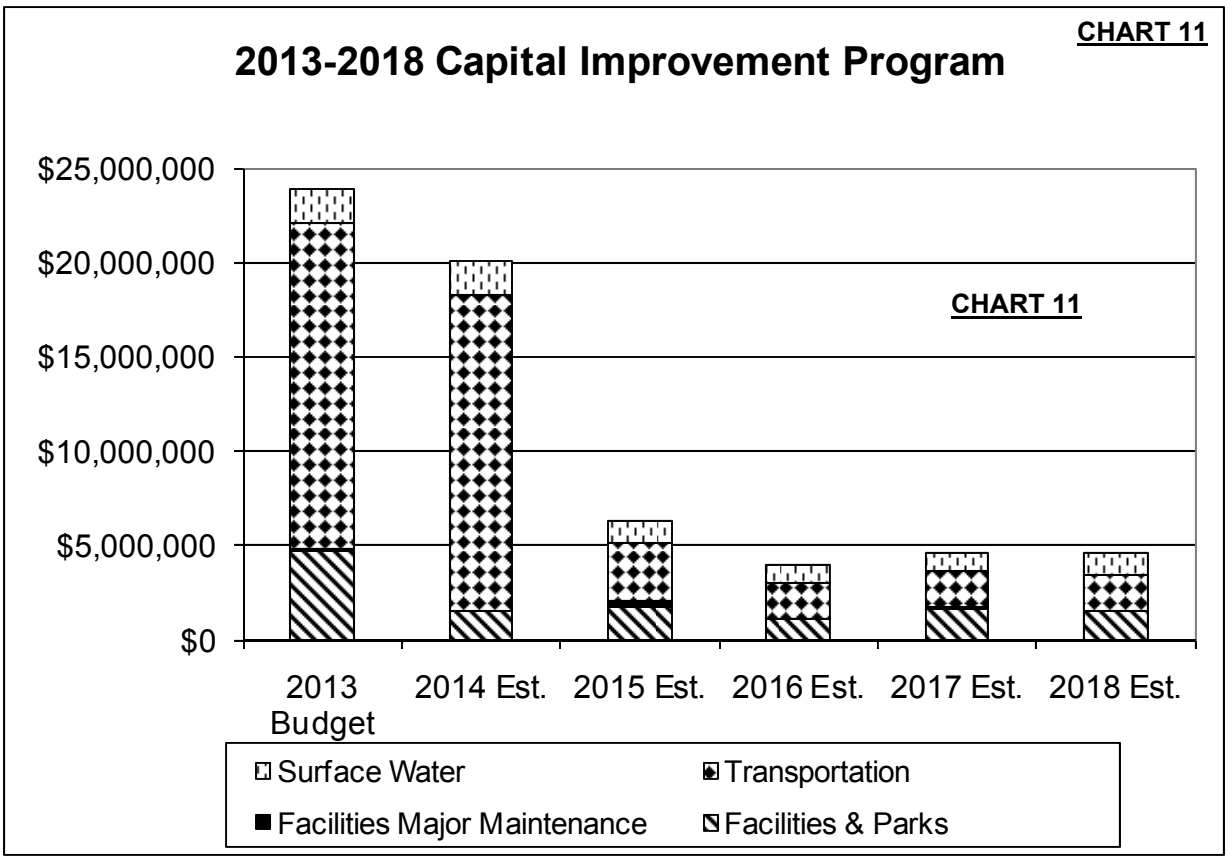


Capital Budget

The 2013-2018 Capital Improvement Program (CIP) is included with the budget and is nearly $63.4 million, while the 2013 capital budget, including surface water projects, totals $23.9 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), federal grants, and Public Works Trust Fund Loans.

Chart 11 provides a breakdown of the allocation of capital spending for 2013 through 2018. 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. Capital spending is expected to drop significantly beginning in 2015. This is mostly attributable to the completion of the Aurora Avenue North street improvement projects.



Detailed information on the CIP may be found in the Capital Improvement Program section of this budget document.

City Budget Summary

Listed below are the resources and expenditures for all City funds. City Resources shows all revenue by category. City Expenditures lists the operating uses by department and functional area. The Operating Budget represents expenses necessary to run the City government on a daily basis. Contingencies represent funding that set aside for potential or unforeseen expenditures that may occur. Capital Improvements are the purchase land, construction of a building, major street construction or reconstruction, or drainage system improvements. Transfers to Other Funds represent transfers of appropriations from one City fund to another City fund for services or the transfer of funds for capital purposes from the operating funds to the capital funds. Revenue and expenditures are recorded in both 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.

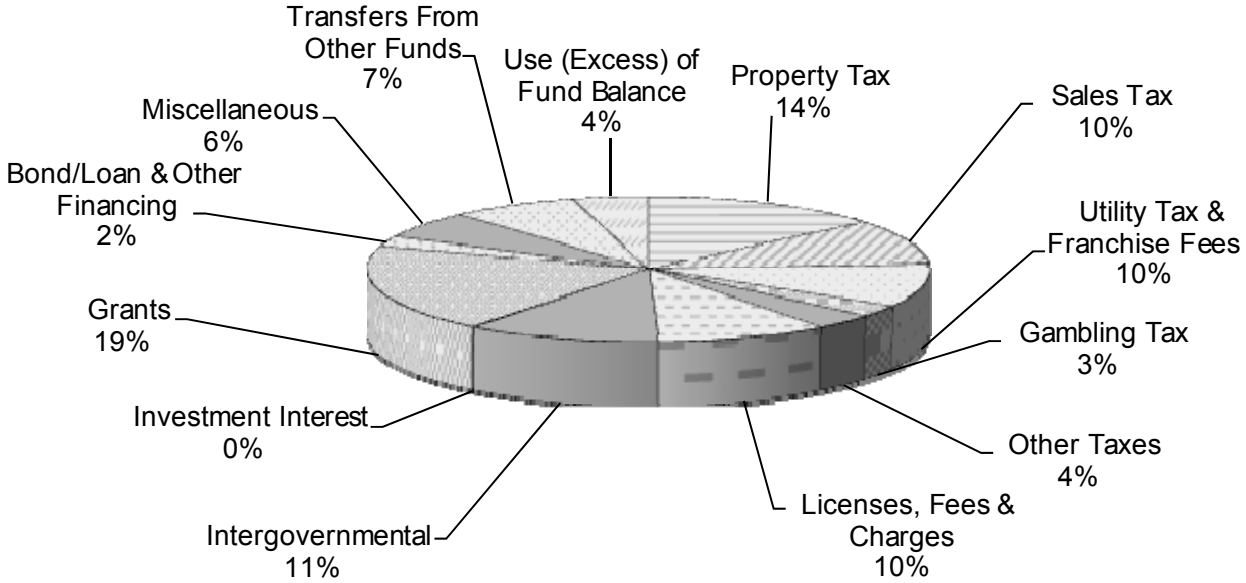
	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Proposed Budget	$ Change From 2012 Budget	% Change from 2012 Budget
Resources:							
Beginning Fund Balance	$34,737,572	$26,967,428	$27,365,842	$27,365,842	$23,575,241	($3,790,601)	(13.85%)
Revenues:							
Property Tax	7,541,918	9,846,551	10,051,000	10,051,000	9,409,277	($641,723)	(6.38%)
Sales Tax	5,745,755	6,014,243	6,301,418	6,500,000	6,574,800	273,382	4.34%
Utility Tax & Franchise Fees	6,256,547	6,409,302	6,268,255	6,268,255	6,404,749	136,494	2.18%
Gambling Tax	1,339,859	1,649,911	1,823,771	1,749,559	1,755,451	(68,320)	(3.75%)
Other Taxes	1,955,379	1,929,750	2,139,118	2,085,768	2,340,061	200,943	9.39%
Licenses, Fees & Charges	6,188,146	7,163,695	6,317,372	6,722,084	6,659,600	342,228	5.42%
Intergovernmental	8,591,221	8,288,679	5,399,720	4,894,279	7,484,333	2,084,613	38.61%
Investment Interest	145,653	108,605	193,700	91,806	66,296	(127,404)	(65.77%)
Grants	16,419,542	19,560,626	10,615,810	12,273,900	12,886,377	2,270,567	21.39%
Bond/Loan & Other Financing	1,687,999	1,694,019	1,700,000	1,700,000	1,505,050	(194,950)	(11.47%)
Miscellaneous	906,412	1,684,980	978,049	1,474,922	4,126,585	3,148,536	321.92%
Sub-Total Revenues	56,778,431	64,350,361	51,788,213	53,811,573	59,212,579	7,424,366	14.34%
Transfers From Other Funds	6,887,968	5,994,789	5,920,956	5,841,911	4,954,958	(965,998)	(16.31%)
Total Revenues	$63,666,399	$70,345,150	$57,709,169	$59,653,484	$64,167,537	$6,458,368	11.19%
Total Resources	$98,403,971	$97,312,578	$85,075,011	$87,019,326	$87,742,778	$2,667,767	3.14%
Uses:							
Operating Expenditures:							
City Council	$172,115	$166,857	$183,420	$183,249	$191,075	$7,655	4.17%
City Manager	$1,404,092	1,347,076	1,471,262	1,427,481	1,511,897	40,635	2.76%
City Attorney	$487,679	577,307	612,745	607,396	584,846	(27,899)	(4.55%)
Administrative Services & Citywide	$4,176,175	4,090,819	4,845,851	4,778,276	5,099,979	254,128	5.24%
Human Resources	$378,341	401,557	404,025	404,025	426,251	22,226	5.50%
Police	$9,779,988	10,008,635	10,563,831	10,196,336	10,653,199	89,368	0.85%
Criminal Justice	$2,426,713	1,753,272	2,079,224	2,154,018	1,999,743	(79,481)	(3.82%)
Parks & Recreation	$4,201,136	4,193,591	4,614,766	4,562,717	4,782,171	167,405	3.63%
Planning & Community Development	$2,496,377	2,631,409	2,435,852	2,427,366	2,644,204	208,352	8.55%
Public Works	$2,991,306	3,103,353	3,897,625	3,916,720	3,435,930	(461,695)	(11.85%)
Community Services	$1,412,686	1,469,686	1,509,861	1,561,541	1,484,018	(25,843)	(1.71%)
Contingencies			846,792	-	1,104,906	258,114	30.48%
Operating Expenditures	29,926,608	29,743,562	33,465,254	32,219,125	33,918,219	452,965	1.35%
Internal Service Charges	$210,858	412,530	429,840	430,591	460,139	30,299	7.05%
Debt Service Funds	$3,342,171	3,356,081	3,354,117	3,362,625	3,365,617	11,500	0.34%
Capital Improvements	$28,342,017	28,180,839	17,364,522	17,672,497	21,449,130	4,084,608	23.52%
Surface Water Utility	$3,256,225	2,853,936	4,772,641	4,639,966	3,814,699	(957,942)	(20.07%)
Transfers to Other Funds	$6,358,664	5,399,788	5,325,956	5,119,281	4,041,958	(1,283,998)	(24.11%)
Total Expenditures	$71,436,543	$69,946,736	64,712,330	$63,444,085	67,049,762	$2,337,432	3.61%
Ending Fund Balance	$26,967,428	$27,365,842	$20,362,681	$23,575,241	$20,693,016	$330,335	1.62%

2013 City Revenue Sources

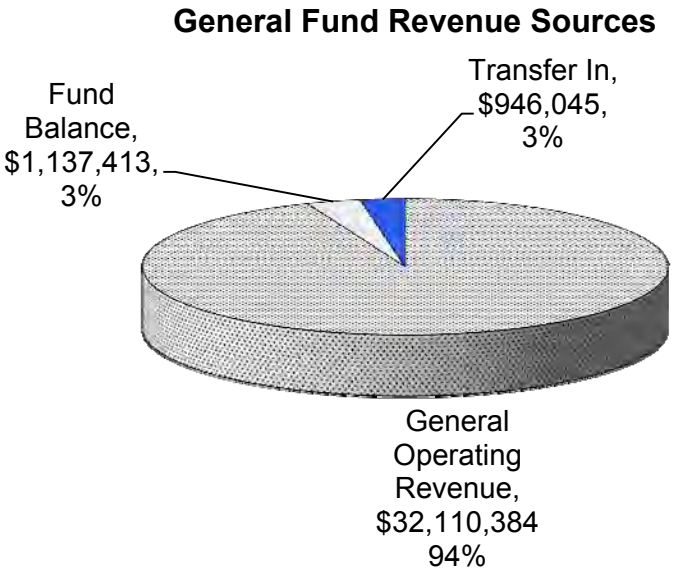
Introduction

The City of Shoreline receives revenues from local property, sales, utility, and gambling taxes; a variety of population based state-shared revenues; user fees for development services and parks programs; and grants, fines, and other miscellaneous revenues. In 2013, the total budgeted revenue for all of the City's funds is $67,322,367. The total revenue includes the budgeted use of beginning fund balances and transfers between funds. This is slightly higher than the total expenditures of $67,049,762. The Equipment Replacement Fund is projected to have higher budgeted revenues than expenditures. The excess revenues will remain in the fund balance until they are used at a later date.

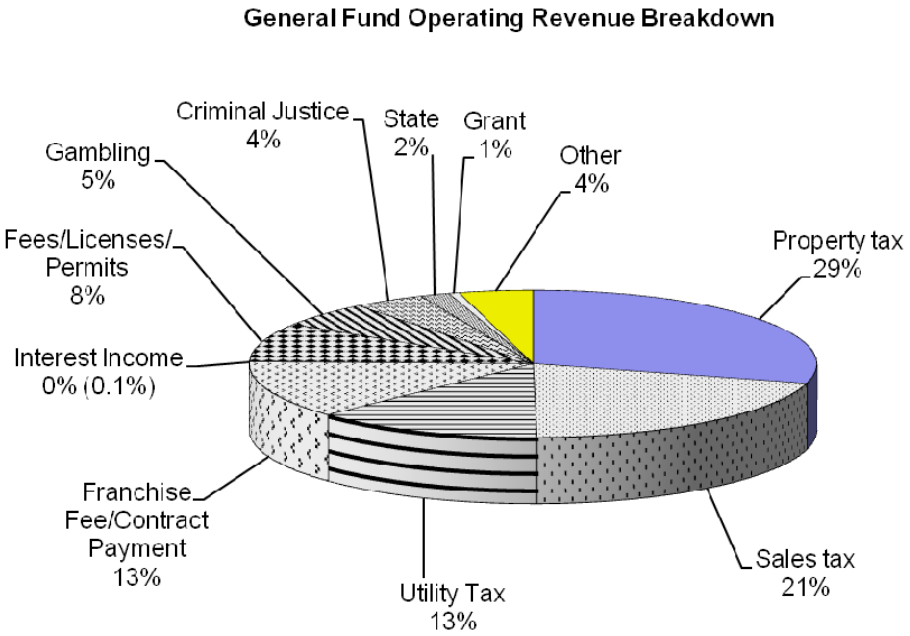
2013 City Resources By Category



General Fund



In 2013, the General Fund resource base is $34,193,293. This is made up of the budgeted use of fund balance ($1,137,413, 3.3%), operating revenues ($32,110,384, 93.9%), and transfers-in ($946,045, 2.8%) from other funds for their share of the General Fund overhead.



Property Tax

Property tax revenue for 2013 is budgeted at $9,409,277 and represents 29.30% of the General Fund operating revenues. The 2012 projected property tax is $10,051,000 and represents 30.52% of the projected General Fund operating revenues. Revenue is projected to decline by $641,723, or 6.38%, as compared to the 2012 projection.

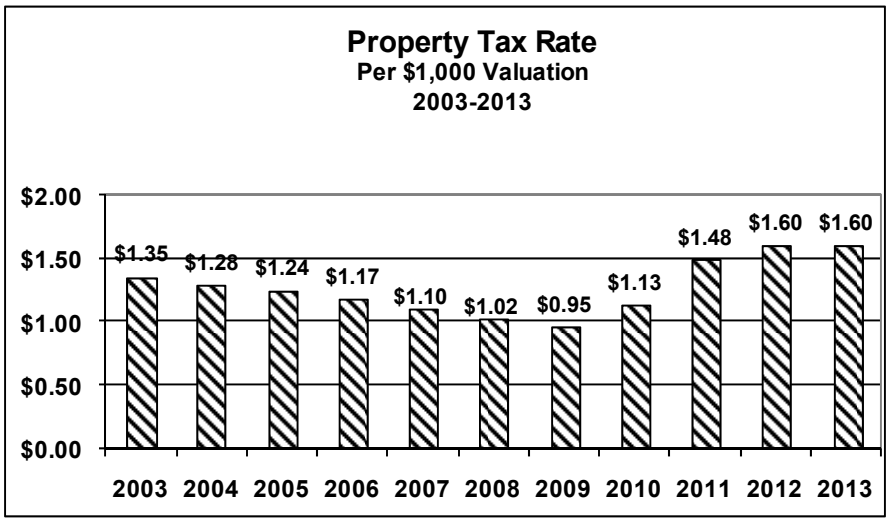
Shoreline voters approved Proposition 1 in November 2010 which set a property tax rate of $1.48 per $1,000 assessed value for 2011. It also included an annual escalator based upon the change in the June to June Consumer Price Index for All Urban Consumers for the Seattle Area (CPI-U) for years 2012 through 2016. At the time that Proposition 1 was before voters, staff assumed that the assessed valuation for 2012 taxes would increase by approximately 2.3%. In fact, the assessed valuation actually dropped by 5.1%. This resulted in the levy increasing from the 2011 rate of $1.48 per $1,000 to the maximum levy rate of $1.60. This created a situation where the City's total property tax levy can only increase through new construction and growth in the City's assessed valuation.

The assessed valuation including new construction for 2013 is estimated to be $5,940,200,143 which is 6.73% less than the 2012 valuation of $6,369,056,196. This will cause the levy rate to remain at $1.60 per $1,000 of assessed valuation resulting in a 2013 property tax levy that is lower than the current 2012 levy. In future years, we expect to see assessed valuation increase again. For 2014, we are projecting AV growth of 8.6%; 4.5% growth in 2015; 3.3% growth in 2016 – 2017; and 2.6% growth in 2018. Due to the drastic drop in assessed valuation over the past few years, the City will not enjoy the expected increase in property tax due to the passage of Proposition 1 over the six year period.

The current 2012 City of Shoreline property tax levy rate of $1.60 per $1,000 of assessed property value (AV does not include levies for the school district, library district, fire district, County, Port, State or other agencies. When all the taxing jurisdictions levy rates are included the total levy rate is $14.27 per $1,000 AV. A homeowner of an average valued residence $276,000 is currently paying a total of $3,937 per year in property taxes. The City receives 13% of the property tax levied, which would equate to $442. This includes both the regular and voted tax levies.

The projected excess voted levy rate for 2012 is projected to be $0.25 per $1,000 valuation.

The following charts provide information regarding the City's property tax levy rate and the allocation of the total levy rate for all taxing districts within Shoreline.

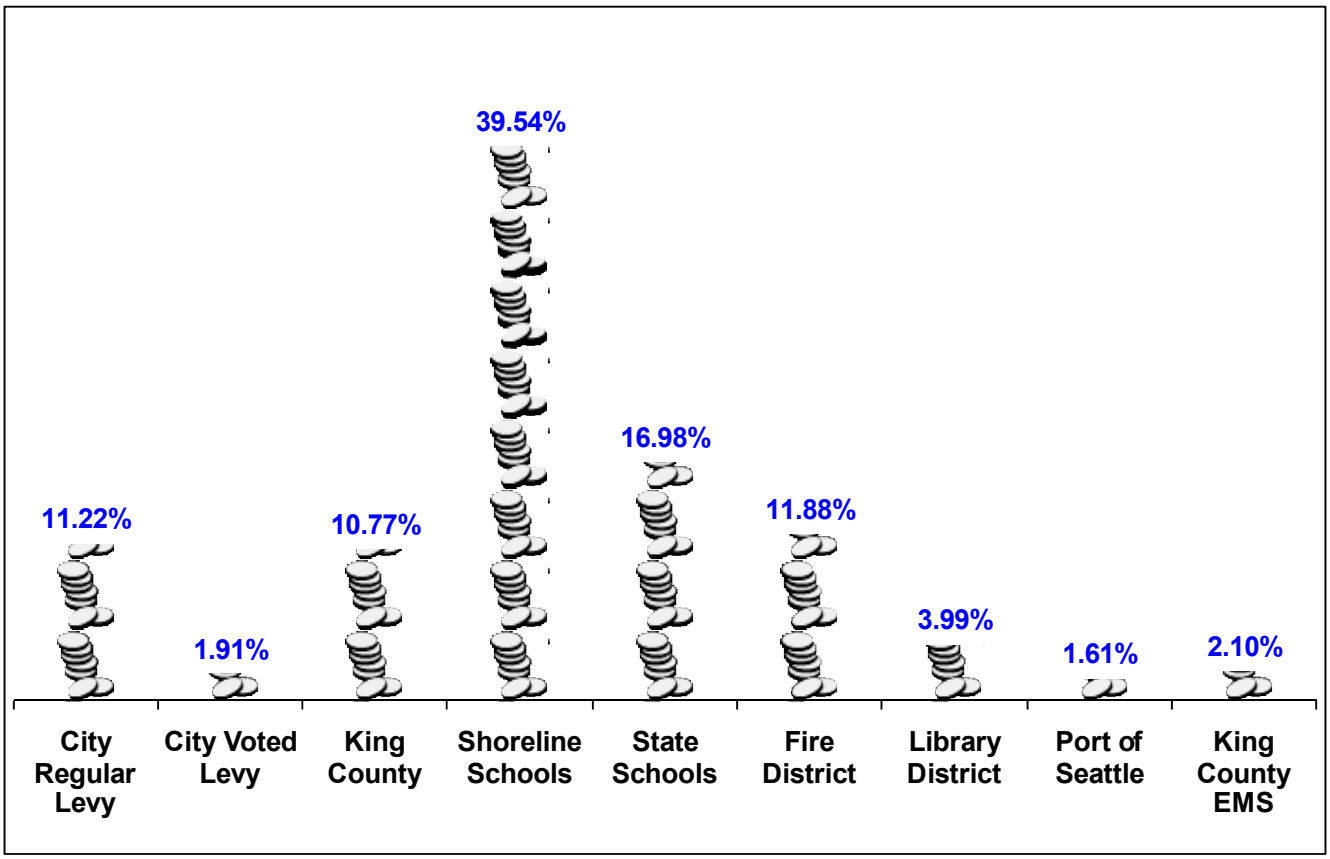


What a City Property Owner Pays in 2012

Property Tax Rate

	City Regular Levy	City Voted Levy	King County	Shoreline Schools	State Schools	Fire District	Library District	Port of Seattle	King County EMS	Total
Rate	1.60	0.27	1.54	5.64	2.42	1.70	0.57	0.23	0.30	14.27
%	11.22%	1.91%	10.77%	39.54%	16.98%	11.88%	3.99%	1.61%	2.10%	100.0%

Source: King County Department of Assessments; 2012 King County Taxing Districts Codes and Levies



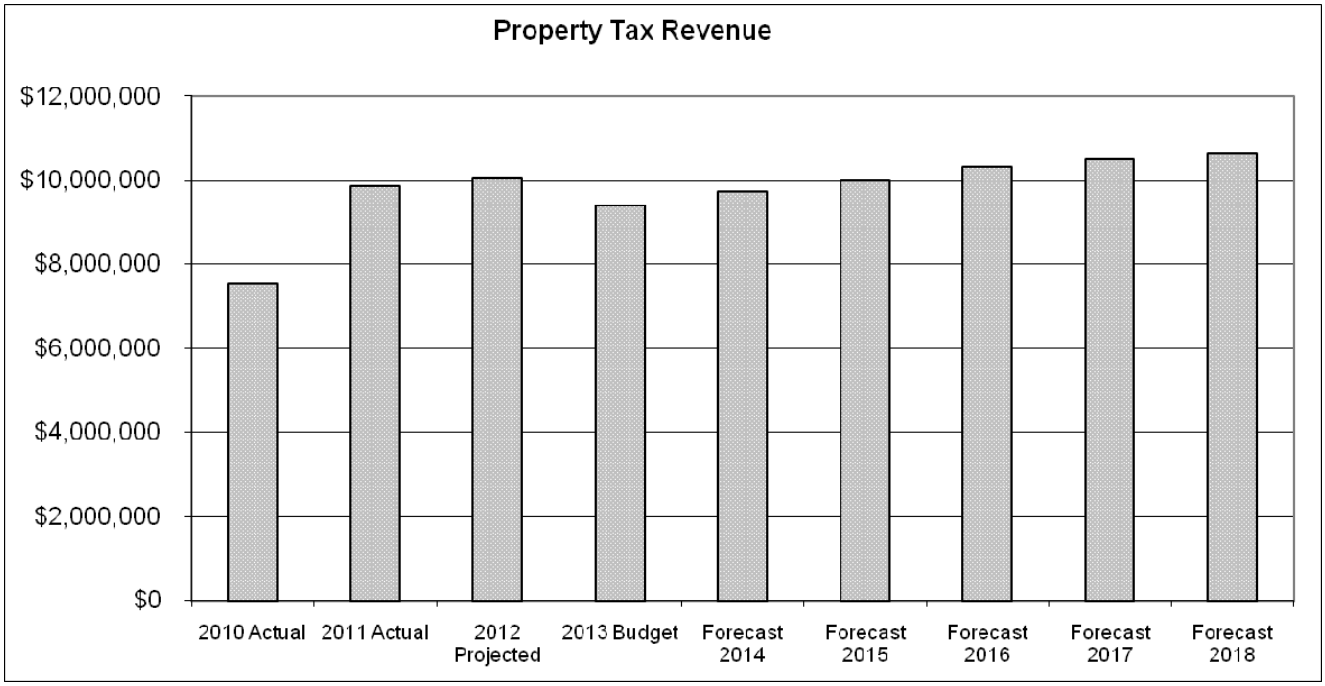
The chart below illustrates the City property tax portion payable in 2012 by an individual owning an average home valued at $276,000. Based on the 2012 property tax rate, 13% of the homeowner's property tax will be distributed to the City. This includes both the regular and voted City levies.

	Assessed Value	Per $1,000 (AV/$1,000)		Rate		Assessment	%
City	$ 276,000	276.00	X	$ 1.87	=	$ 517	13%
King County	$ 276,000	276.00	X	1.54	=	$ 424	11%
Shoreline School Dist.	$ 276,000	276.00	X	5.64	=	$ 1,557	40%
State Schools	$ 276,000	276.00	X	2.42	=	$ 669	17%
Fire District	$ 276,000	276.00	X	1.70	=	$ 468	12%
Library District	$ 276,000	276.00	X	0.57	=	$ 157	4%
Port of Seattle	$ 276,000	276.00	X	0.23	=	$ 63	2%
King Co. EMS	$ 276,000	276.00	X	0.30	=	$ 83	2%
TOTAL				**$ 14.27**		**$ 3,937**	**100%**

Source: King County Department of Assessments; 2012 Median Residence Value for Shoreline reported per Assessed Value and Taxes by City

Property Tax Historical Comparisons

2010 Actual	2011 Actual	2012 Projected	2013 Budget	Forecast 2014	Forecast 2015	Forecast 2016	Forecast 2017	Forecast 2018
$7,541,918	$9,846,551	$10,051,000	$9,409,277	$9,728,779	$10,023,910	$10,324,881	$10,488,373	$10,652,163
Annual Change	$2,304,633	$204,449	($641,723)	$319,502	$295,131	$300,971	$163,492	$163,790
% Increase	30.56%	2.08%	(6.38%)	3.40%	3.03%	3.00%	1.58%	1.56%



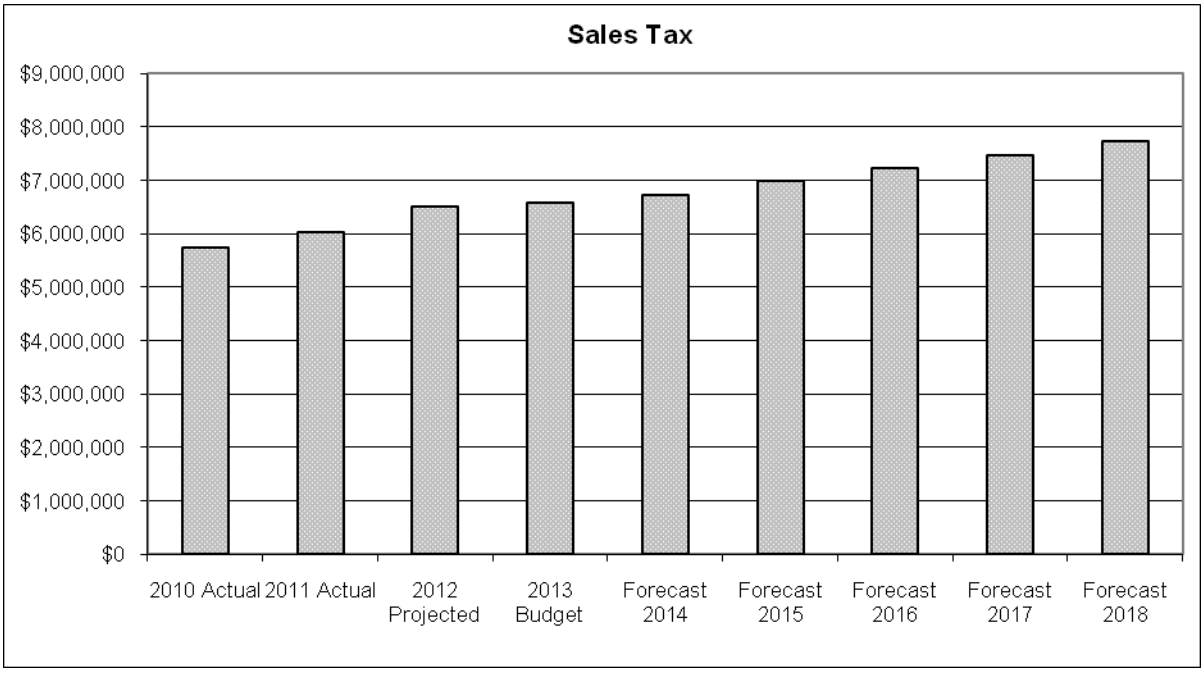
Sales Tax

Sales tax revenue in 2013 will account for 20.48% of the total 2013 General Fund operating revenues. In 2013 sales tax revenue is expected to grow by $273,382, or 4.34% from the 2012 budgeted amount of $6,301,418. Revenue collections have turned around for 2012, although it is important to note that the increased projection is mostly attributable to one-time revenue from the construction of two new high schools and the Ballinger Way Portal site's odor control facility for the Brightwater Conveyance System. Without receipts from those projects, we would not anticipate any growth in sales tax collections for 2012. Projected collections for 2012 total $6,500,000, which is an increase over 2011 of $485,757, or 8.08%. Actual collections in 2011 totaled $6,014,243 which was up from 2010 collections by $268,488, or 4.67%.

Shoreline's tax base consists largely of basic consumer goods, and therefore our sales tax collections had been fairly consistent prior to the recession. The recession resulted in a significant reduction in construction and building material sales taxes prior to 2011. Automobiles are the most expensive item in the Shoreline sales tax base, and these sales held fairly steady even during the height of the recession, but there was some growth in automobile sales during 2011 that continues through 2012. We will continue to be conservative in our future projections and use a rate of growth of 2.22% in 2014, 3.84% in 2015, 3.53% in 2016, 3.46% in 2017, and 3.25% in 2018.

Sales Tax Historical Comparisons

2010 Actual	2011 Actual	2012 Projected	2013 Budget	Forecast 2014	Forecast 2015	Forecast 2016	Forecast 2017	Forecast 2018
$5,745,755	$6,014,243	$6,500,000	$6,574,800	$6,720,678	$6,979,025	$7,225,648	$7,475,641	$7,718,544
Annual Change	$268,488	$485,757	$74,800	$145,878	$258,347	$246,623	$249,993	$242,903
% Change	4.67%	8.08%	1.15%	2.22%	3.84%	3.53%	3.46%	3.25%



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 76% and 48% revenue increases in 1998 and 1999. For the next few years, gambling tax revenues stabilized at around $2.5 million. A new mini-casino was opened during the fourth quarter of 2003. This resulted in a total collection of $2.86 million in 2003. Actual revenue for 2004 totaled $3,321,060 an increase over the prior year of $465,779.

The City's gambling tax revenues come from card room and pull-tab activity. In 2005 the City lowered its tax rate on card games from 11% to 10% and in 2006 the tax rate was further lowered temporarily to 7% for a nine month period beginning in July 2006, as card room gross receipts fell by 17.6% or $2.3 million in gross activity. The goal of the tax reduction was to enable the casinos to operate in a profitable position as business recovered from the impacts of road construction and the state-wide smoking ban. In 2007, collections were down from 2006 by $22,241 or 1.1%. Even though the tax rate returned to the 10% level in April, the activity level did not return to its previous level. Gambling tax payments totaled $1,916,451 in 2008, down from 2007 by $81,552 or 4.08%. Collections during 2009 totaled $1,786,316 below 2008 by $130,135. Collections were down again in 2010 for a total of $1,339,859 mostly due to uncollected taxes that were paid later in 2011 and 2012. For 2012, we are projecting to collect $1,749,559, which is an increase of $99,648 over 2011 collections mostly due to a slight increase in overall card room and pull-tab activity, as well as payments on a new promissory note. The total 2012 one-time revenue that will be received based on the new promissory note will be $92,458. For 2013, we are projecting to collect $1,755,451, which is an increase of $5,892, as we expect gaming activity to again increase slightly and that the City will continue to receive promissory note payments during 2013 for prior year taxes, penalties and interest totaling $288,397. Staff has assumed no growth in future years in tax collections so a baseline of $1,557,224 is assumed. Promissory note payments have been included in 2014 projections.

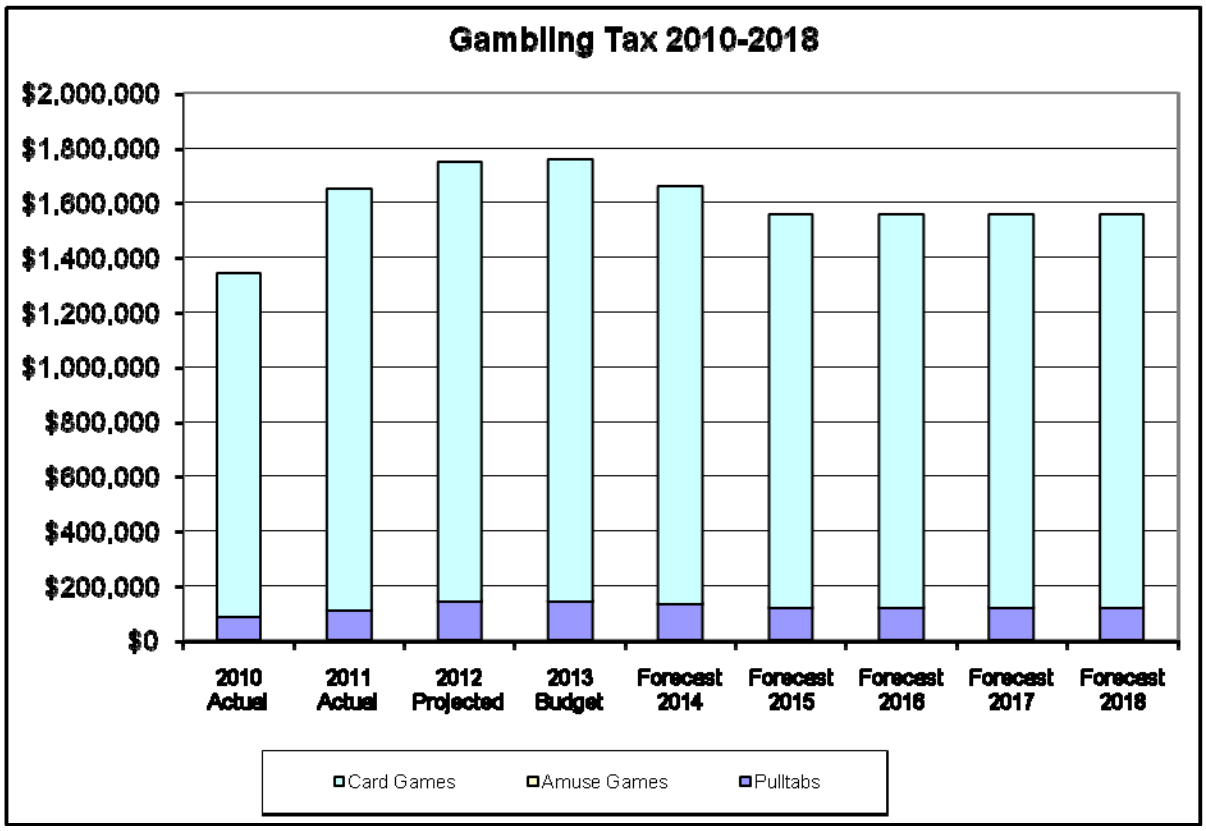
The City Council has a policy to retain only an amount equal to a 7% card room tax rate in the General Fund's on-going revenue base. An amount equal to the remaining 3% is transferred to capital funds to be used for one-time capital improvements. This policy was adopted in response to several attempts by the State Legislature to lower the allowable City tax rate. The City Council policy limits the General Fund's reliance on this revenue source for general operations of the City.

For 2013, the amount transferred to capital will continue to be lowered as the Transportation Planning Program was moved, beginning in 2012, from the Roads Capital Fund to the General Capital Fund. Therefore, the amount of the transfer is lowered by the amount required to fund this program The estimated transfer for 2013 it $278,519.

Gambling Tax Historical Comparisons

2010 Actual	2011 Actual	2012 Projected	2013 Budget	Forecast 2014	Forecast 2015	Forecast 2016	Forecast 2017	Forecast 2018
$1,339,859	$1,649,911	$1,749,559	$1,755,451	$1,659,796	$1,557,349	$1,557,349	$1,557,349	$1,557,349
Annual Change	$310,052	$99,648	$5,892	($95,655)	($102,447)	$0	$0	$0
% Change	23.14%	6.04%	0.34%	(5.45%)	(6.17%)	0.00%	0.00%	0.00%

Gambling Tax Historical Comparisons (continued)



Utility Taxes

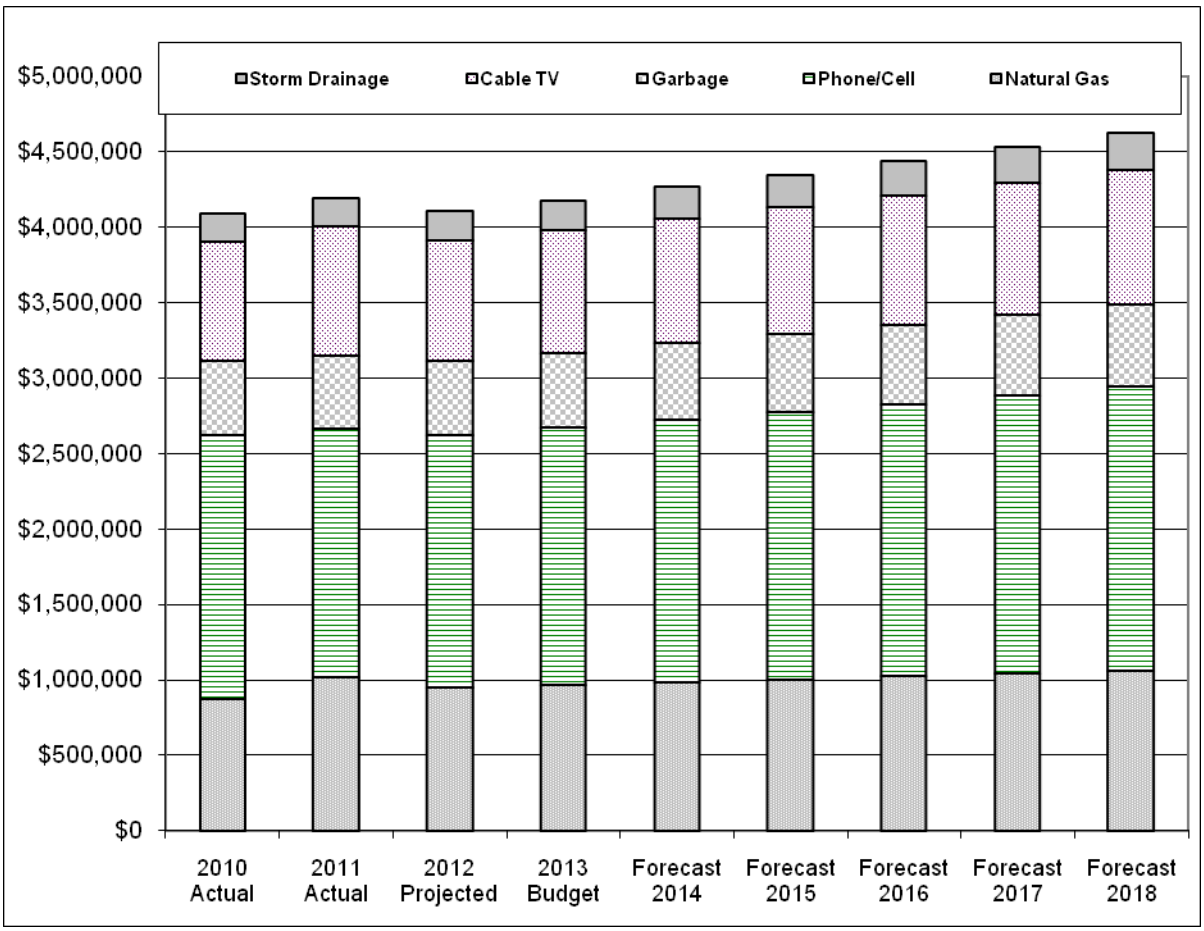
The Council enacted a 6% utility tax on natural gas, telephone, cellular telephone, pager services, and sanitation services along with a 1% utility tax on cable effective in 2000. In 2005 a 6% utility tax was applied to storm drainage and the tax rate for cable television was increased to 6% on July 1, 2007. Projected revenues in 2013 from utility taxes are $4,180,630, or 13.02% of the total General Fund operating revenues. This is an increase of $75,605, or 1.84%, when compared to projected 2012 utility tax revenues.

- In the natural gas category, 2013 revenues of $966,946 are projected to be higher than 2012 projections based on projected inflation.
- Revenues from telephone or communication services are expected to increase from 2012 to $1,704,878. This category has declined since 2010 possibly due to the recession, but most likely due to competition and the change in use of technology.
- Sanitation utility tax revenues for 2013 are projected to increase slightly when compared to 2012 projections based upon current inflation rates as allowed under the contract.
- 2012 cable television utility tax revenues are expected to increase from 2012 to $809,181.
- Revenues from the storm drainage utility tax are projected to increase by 3.0% if the requested surface water fee rate increase is approved by Council. This will equate to collections in 2013 of $201,648. Future rates are estimated to increase by 3% each year for 2014 and 2015, by 4.0% for 2016, and by 5.0% for 2017 and 2018.

Utility Tax Historical Comparisons

Revenue	2010 Actual	2011 Actual	2012 Projected	2013 Budget	Forecast 2014	Forecast 2015	Forecast 2016	Forecast 2017	Forecast 2018
Natural Gas	$875,822	$1,020,097	$950,000	$966,946	$986,285	$1,005,214	$1,024,054	$1,044,371	$1,064,901
Annual Change	($242,053)	$144,275	($70,097)	$16,946	$19,339	$18,929	$18,840	$20,317	$20,530
% Change	(21.65%)	16.47%	(6.87%)	1.78%	2.00%	1.92%	1.87%	1.98%	1.97%
Phone/Cell	$1,751,308	$1,642,159	$1,675,000	$1,704,878	$1,738,976	$1,772,351	$1,805,569	$1,841,391	$1,877,588
Annual Change	($70,054)	($109,149)	$32,841	$29,878	$34,098	$33,375	$33,218	$35,822	$36,197
% Change	(3.85%)	(6.23%)	2.00%	1.78%	2.00%	1.92%	1.87%	1.98%	1.97%
Garbage	$486,337	$482,823	$489,250	$497,977	$507,937	$517,685	$527,388	$537,851	$548,424
Annual Change	($13,271)	($3,514)	$6,427	$8,727	$9,960	$9,748	$9,703	$10,463	$10,573
% Change	(2.66%)	(0.72%)	1.33%	1.78%	2.00%	1.92%	1.87%	1.98%	1.97%
Cable TV	$791,884	$863,935	$795,000	$809,181	$825,365	$841,205	$856,972	$873,974	$891,154
Annual Change	$20,255	$72,051	($68,935)	$14,181	$16,184	$15,840	$15,767	$17,002	$17,180
% Change	2.62%	9.10%	(7.98%)	1.78%	2.00%	1.92%	1.87%	1.98%	1.97%
Storm Drainage	$187,222	$188,305	$195,775	$201,648	$207,697	$213,928	$222,485	$233,610	$245,290
Annual Change	($2,988)	$1,083	$7,470	$5,873	$6,049	$6,231	$8,557	$11,125	$11,680
% Change	(1.57%)	0.58%	3.97%	3.00%	3.00%	3.00%	4.00%	5.00%	5.00%
Total Revenue	$4,092,573	$4,197,319	$4,105,025	$4,180,630	$4,266,260	$4,350,383	$4,436,468	$4,531,197	$4,627,357
Annual Change	($308,111)	$104,746	($92,294)	$75,605	$85,630	$84,123	$86,085	$94,729	$96,160
% Change	(7.00%)	2.56%	(2.20%)	1.84%	2.05%	1.97%	1.98%	2.14%	2.12%

Utility Tax Historical Comparisons (continued)



Public Utility Contract Payments /Franchise Fees

The City has entered into agreements with many of the public utilities that provide services to our citizens. Agreements have been reached with Seattle City Light, Seattle Public Utilities (Water and Sewer), Shoreline 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, as the remaining 40% is linked to the cost of distribution of electricity.

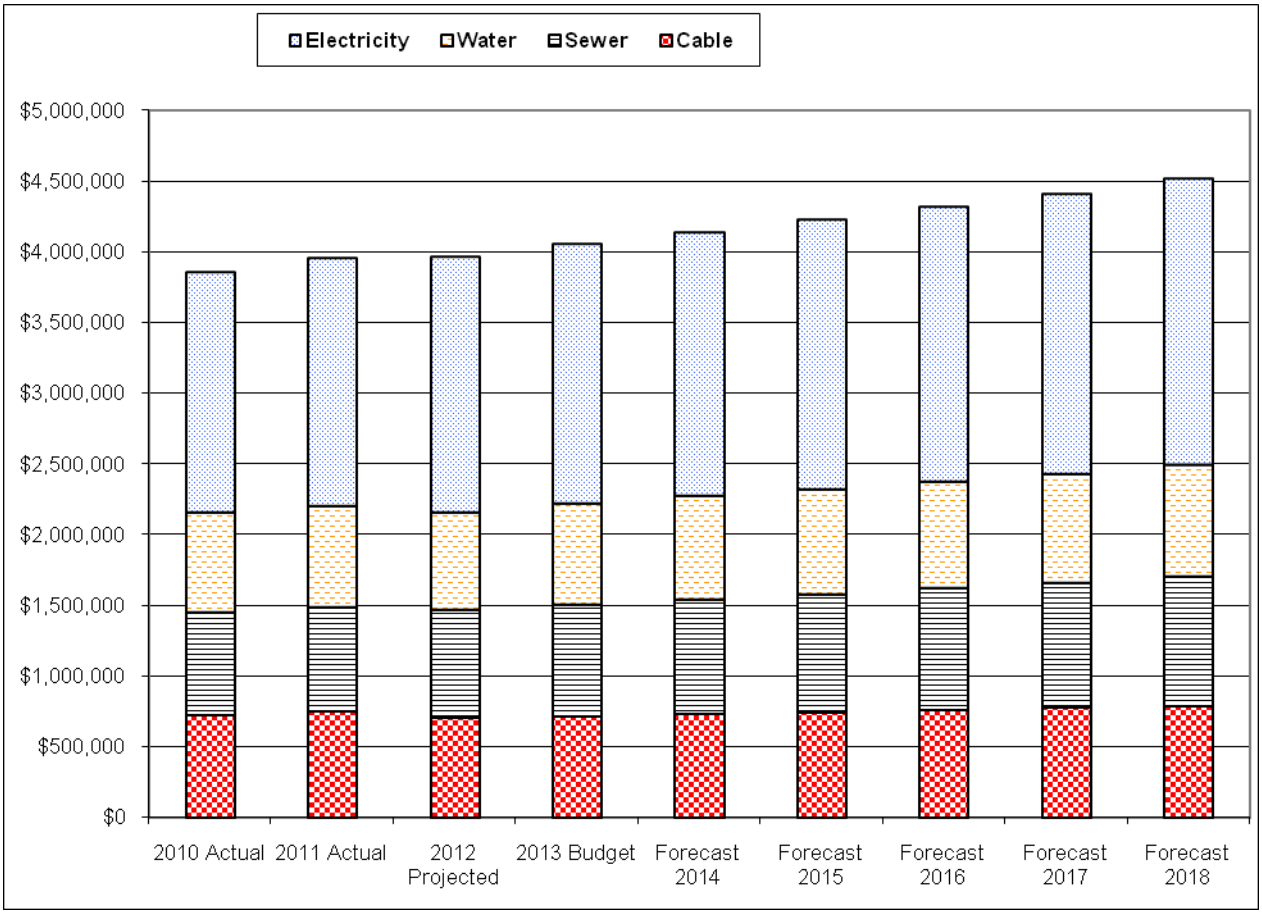
The total projected 2013 revenue from contract payments is $4,053,620, which equates to 12.62% of the total General Fund operating revenues. This is an increase of $89,700, or 2.26% from projected 2012 revenue.

- Electricity contract payments from Seattle City Light (SCL) are expected to grow by $28,811, or 1.60% in 2013 due to a proposed rate increase. For future years we assume modest annual growth between 1.87% and 2.46%.
- Projected sewer contract payments are $786,127 for 2013. This is based on the City's agreement with the Ronald Wastewater District for annual increases of 3%.
- Revenues from water contract payments for 2013 are expected to increase to $715,327. Annual future growth is projected to be between 1.87% and 2.00% which is equal to 80% of projected inflation rates
- The cable television franchise fee is set at a rate equal to five-percent of gross cable service revenues. Projected revenues for 2013 are expected to increase to $722,665. For the period 2014 through 2018, we are anticipating modest annual growth equal to 80% of projected inflation rates.

Public Utility Contract Payments /Franchise Fees Historical Comparisons

	2010 Actual	2011 Actual	2012 Projected	2013 Budget	Forecast 2014	Forecast 2015	Forecast 2016	Forecast 2017	Forecast 2018
Cable TV	$731,739	$753,461	$710,000	$722,665	$737,118	$751,265	$765,346	$780,530	$795,874
Annual Increase	$25,975	$21,722	($43,461)	$12,665	$14,453	$14,147	$14,081	$15,184	$15,344
% Increase	3.95%	2.97%	(5.77%)	1.78%	2.00%	1.92%	1.87%	1.98%	1.97%
Sewer	$720,000	$742,000	$763,230	$786,127	$809,711	$834,002	$859,022	$884,793	$911,337
Annual Increase	$20,000	$22,000	$21,230	$22,897	$23,584	$24,291	$25,020	$25,771	$26,544
% Increase	2.95%	3.06%	2.86%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Water	$712,235	$716,522	$690,000	$715,327	$729,634	$743,637	$757,575	$772,605	$787,792
Annual Increase	$124,927	$4,287	($26,522)	$25,327	$14,307	$14,003	$13,938	$15,030	$15,187
% Increase	20.42%	0.60%	(3.70%)	3.67%	2.00%	1.92%	1.87%	1.98%	1.97%
Electricity	$1,695,242	$1,744,855	$1,800,690	$1,829,501	$1,866,091	$1,901,906	$1,937,552	$1,975,993	$2,024,547
Annual Increase	$351,498	$49,613	$55,835	$28,811	$36,590	$35,815	$35,646	$38,441	$48,554
% Increase	32.05%	2.93%	3.20%	1.60%	2.00%	1.92%	1.87%	1.98%	2.46%
Total $3	,568,023	$3,956,838	$3,963,920	$4,053,620	$4,142,554	$4,230,810	$4,319,495	$4,413,921	$4,519,550
Annual Change	$522,400	$388,815	$7,082	$89,700	$88,934	$88,256	$88,685	$94,426	$105,629
% Change	17.15%	10.90%	0.18%	2.26%	2.19%	2.13%	2.10%	2.19%	2.39%

Public Utility Contract Payments /Franchise Fees Historical Comparisons (continued)



Recreation Fees

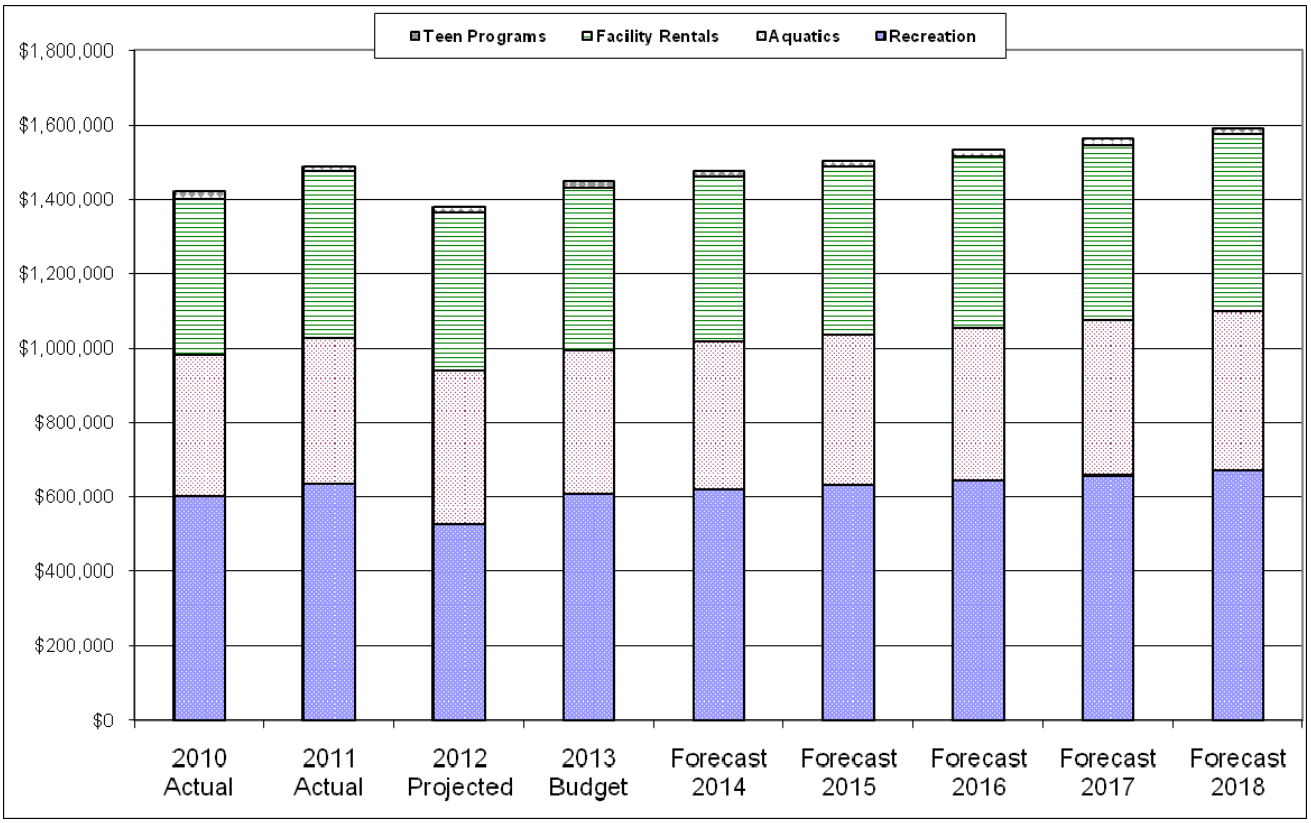
From 2004 to 2008, the City of Shoreline's recreation and aquatics programs experienced significant revenue increases due to the popularity of programs and to the extensive array of programming offered, but in 2009 revenues increased by only 3.19%. Two factors influenced recreation fees during 2009. The opening of the new YMCA facility and pool caused a slight reduction in the level of activity occurring at the Shoreline pool, specifically in the arthritis program. The level of participation in the City's summer playground program also fell below expectations as it was impacted by the recession. In 2010 collections totaled $1,423,470 a modest 4.8% increase. In 2011 revenues exceeded 2010 collections by $65,236 due to an increased level of activity and offering an additional week of summer activities due to a later than normal start to the school year.

2012 revenues are projected to be lower than 2011 by $110,030, or 7.39%, due to lower levels of participation. Through the first half of 2012 we experienced decreased participation in aquatics lessons and a drop in admissions and the indoor playground. There has also been a decrease in rentals of athletic fields, the Spartan Recreation Center, and the Richmond Highlands Recreation Center. Projected 2013 revenue from parks and recreation fees total $1,446,500 or 4.51% of the total General Fund operating revenues. This is $67,824, or 4.92%, more than the 2012 projected revenue. Revenue projections for 2013 are conservative since pool and facility rentals are currently at full capacity and there has been some decrease in programs usage for youth sports and adult programming. During 2013, revenues from the general recreation activities are projected to increase by $83,500, or 15.90%. Aquatics revenues are expected to decrease by $26,157, or 6.33%. Revenues from facility rentals are expected to increase by $10,200, or 2.40%. Projected 2013 revenue from teen activities is up by $281, or 1.82%. Overall, recreation fee revenue is projected to grow by 1.98% for 2014, 1.90% in 2015, 1.86% in 2016, 1.97% in 2017, and 1.95% in 2018. These increases equate to 80% of the projected inflation rates.

Recreation Fee Historical Comparisons

	2010 Actual	2011 Actual	2012 Projected	2013 Budget	Forecast 2014	Forecast 2015	Forecast 2016	Forecast 2017	Forecast 2018
Recreation	$600,004	$636,844	$525,000	$608,500	$620,670	$632,582	$644,438	$657,224	$670,143
Annual Increase	$43,053	$36,840	($111,844)	$83,500	$12,170	$11,912	$11,856	$12,786	$12,919
% Increase	7.73%	6.14%	(17.56%)	15.90%	2.00%	1.92%	1.87%	1.98%	1.97%
Aquatics	$380,502	$388,307	$413,157	$387,000	$394,740	$402,316	$409,856	$417,988	$426,204
Annual Increase	$8,467	$7,805	$24,850	-$26,157	$7,740	$7,576	$7,540	$8,132	$8,216
% Increase	2.28%	2.05%	6.40%	(6.33%)	2.00%	1.92%	1.87%	1.98%	1.97%
Facility Rentals	$420,608	$450,994	$425,100	$435,300	$444,000	$452,516	$460,991	$470,131	$479,367
Annual Increase	$13,802	$30,386	($25,894)	$10,200	$8,700	$8,516	$8,475	$9,140	$9,236
% Increase	3.39%	7.22%	(5.74%)	2.40%	2.00%	1.92%	1.87%	1.98%	1.96%
Teen	$22,356	$12,561	$15,419	$15,700	$15,748	$15,795	$15,842	$15,892	$15,943
Annual Increase	($69)	($9,795)	$2,858	$281	$48	$47	$47	$50	$51
% Increase	(0.31%)	(43.81%)	22.75%	1.82%	0.31%	0.30%	0.30%	0.32%	0.32%
Total Recreation Fees	$1,423,470	$1,488,706	$1,378,676	$1,446,500	$1,475,158	$1,503,209	$1,531,127	$1,561,235	$1,591,657
Annual Change	$65,253	$65,236	($110,030)	$67,824	$28,658	$28,051	$27,918	$30,108	$30,422
% Change	4.80%	4.58%	(7.39%)	4.92%	1.98%	1.90%	1.86%	1.97%	1.95%

Recreation Fee Historical Comparisons (continued)



Criminal Justice Funding

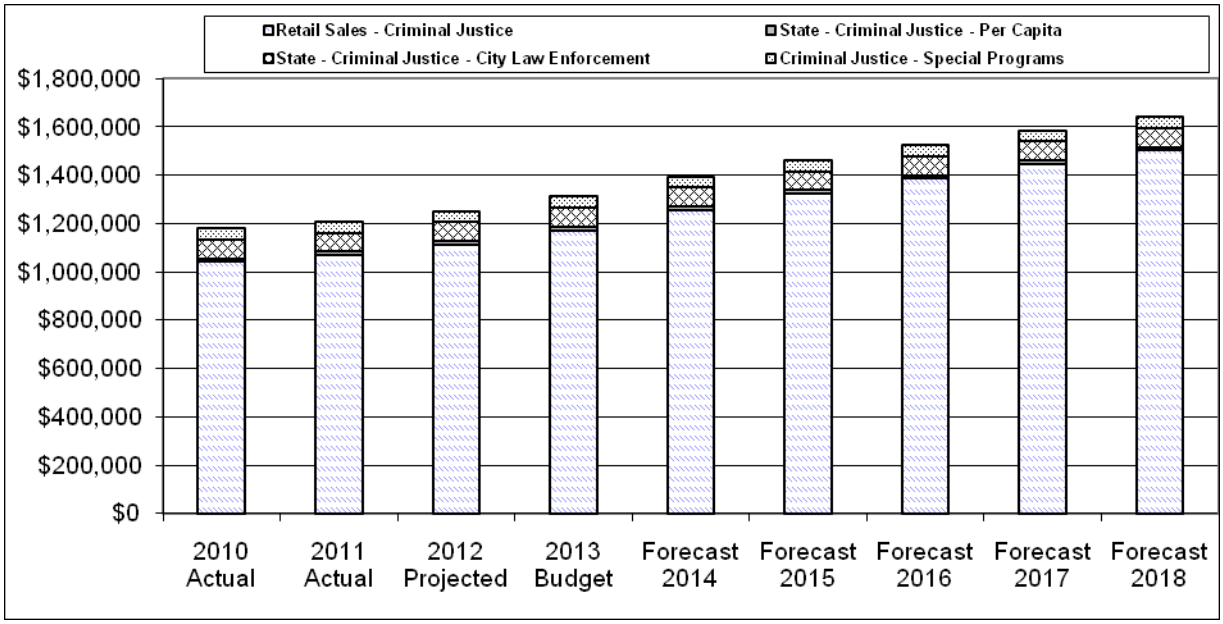
There are two sources of dedicated funding for local criminal justice programs: an optional County sales tax of 0.1% and State criminal justice funding. The State funding, prior to 2000, consisted of a combination of Motor Vehicle Excise Tax (MVET) and State General Fund dollars. Due to the repeal of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

The projected 2013 revenue for Criminal Justice is $1,310,509, or 4.08% of the total General Fund operating revenues. This represents an increase of $60,380, or 4.83% over 2012 projected collections of $1,250,129.

The largest revenue source in this category is the Criminal Justice Retail Sales tax, which has been greatly impacted by the current recession. This tax is collected at the county level and distributed to the cities on a per capita basis. Total collections for 2011 were $1,070,172, which was up from 2010 collections of $1,040,899 by $29,273, or 2.81%. For 2012, we are projecting collections totaling $1,113,330, increasing to $1,171,779. As the Puget Sound area continues to recover criminal justice sales tax is expected to grow by 7.13% in 2014, 5.36% in 2015, 4.65% in 2016, 4.43% in 2017, and 3.88% in 2018. The remainder of revenues in this category increase only slightly each year.

Criminal Justice Funding Historical Comparisons

	2010 Actual	2011 Actual	2012 Projected	2013 Budget	Forecast 2014	Forecast 2015	Forecast 2016	Forecast 2017	Forecast 2018
Retail Sales - Criminal Justice	$1,040,899	$1,070,172	$1,113,330	$1,171,779	$1,255,382	$1,322,608	$1,384,084	$1,445,381	$1,501,489
State - Criminal Justice - Per Capita	$12,087	$11,853	$13,300	$13,850	$13,588	$13,920	$13,954	$13,989	$14,024
State - Criminal Justice - City Law Enforcement	$79,454	$77,532	$78,280	$78,280	$78,280	$78,280	$78,280	$78,280	$78,280
Criminal Justice - Special Programs	$45,787	$44,749	$45,219	$46,600	$46,600	$46,600	$46,600	$46,600	$46,600
Total Criminal Justice	$1,178,227	$1,204,306	$1,250,129	$1,310,509	$1,393,850	$1,461,408	$1,522,918	$1,584,250	$1,640,393
Annual Change	($22,164)	$26,079	$45,823	$60,380	$83,341	$67,558	$61,510	$61,332	$56,143
% Change	(1.85%)	2.21%	3.80%	4.83%	6.36%	4.85%	4.21%	4.03%	3.54%



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 of Washington 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. This 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 addition, the legislature passed ESHB 2823, ch. 5, Laws of 2012, 2nd sp. Sess. This legislation diverts all liquor excise tax revenue that would normally be distributed to cities and counties to the State General Fund for one year beginning in October 2012. In addition to the one-time loss, beginning with the October 2013 distribution, the state treasurer will transfer $10 million each year from the Liquor Excise Tax Fund to the State General Fund (before the distribution is made to cities and counties). For perspective, $10 million dollars is equal to about 38% of the liquor excise tax distributions to cities and counties for 2011.

Projected 2012 revenue from these two sources totals $726,882, which is an increase of $95,469, or 15.12%, as compared to 2011 actual revenues. This increase is largely attributable to the State's sale of its distribution center and "auction of its stores". The "auction" should be characterized more accurately as the right to apply for a license to run a liquor store at the current location of a state store since the state did not own the store space. This is a one-time payment that may offset the loss of liquor excise tax revenue for four quarters, as discussed above. The amount projected to be received in 2013 is based upon the estimated per capita rate for the October 2013 payment provided by the Municipal Research and Services Center (MRSC). The amount projected to be received in 2014 is based on the return to a full year's worth of payments. The forecast for years 2015 through 2018 includes increases ranging from 2.13% to 2.24%

Liquor Tax Historical Comparisons

2010 Actual	2011 Actual	2012 Projected	2013 Budget	Forecast 2014	Forecast 2015	Forecast 2016	Forecast 2017	Forecast 2018
$703,673	$631,413	$726,882	$523,156	$629,623	$643,312	$657,007	$671,717	$686,634
Annual Change	($72,260)	$95,469	($203,726)	$106,467	$13,689	$13,695	$14,710	$14,917
% Increase	-10.27%	15.12%	-28.03%	20.35%	2.17%	2.13%	2.24%	2.22%

Development Fees

Fees are charged for a variety of development permits obtained through the City's Planning and Development Services Department. These include building, structure, plumbing, electrical, and mechanical permits; land use permits; permit inspection fees; plan check fees; and fees for environmental reviews. 2008 development fee revenue totaled $1,107,017 which was down 26.7% from 2007 collections of $1,510,190. This decline coincided with the collapse of the real estate market as prices began to fall and financing became less available. Revenue continued to decline in 2009 with total collections being only $792,941 a decline from 2008 of 28.37%. In 2010, revenues continued to fall and totaled $633,990, a further decline of $158,951 or 20.05%. In 2011, revenues climbed to $1,118,093 due to one-time revenues from two major capital projects by the Shoreline School District to construct two new high schools. Projections for 2012 exhibit some recovery in the level of development activity. After removal of the one-time projects, we are projecting an increase over 2011 of $112,354 which is a 27% increase. Projected revenues for 2013 fall to $869,055 as we have not included revenue from any large one-time projects. The Puget Sound Economic Forecaster assumes that building permit activity will continue to increase during 2014 and 2015 by approximately 6% - 7%. Activity is projected to decrease during 2016 – 2018, therefore revenue projections have been reduced in the later years of the forecast.

Building permit revenue, and the associated plan check revenue, is a significant portion of the development permit revenue. The following is information on the number of building permits and the valuation of the improvements that have been issued for residential, commercial and multi-family for 2003 through August 2012:

City of Shoreline
Residential and Commercial Building Permits

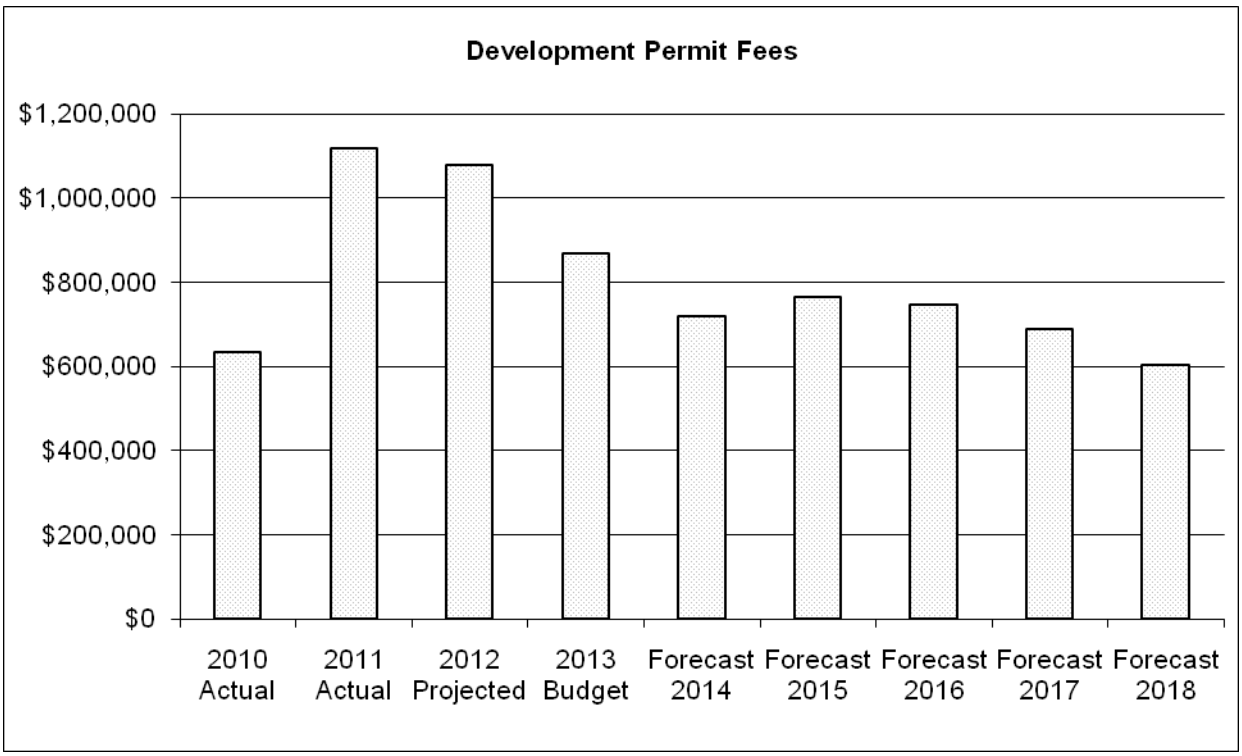
	Residential				Commercial				Multi-Family			
	New		Add/Remodel		New		Add/Remodel		New		Add/Remodel	
	#	Valuation	#	Valuation	#	Valuation	#	Valuation	#	Valuation	#	Valuation
2012*	30	7,195,183	108	5,694,160	5	75,728,747	30	3,577,400	2	787,545	24	986,422
2011	29	5,941,298	141	5,926,189	6	64,508,846	48	13,459,131	1	433,728	10	1,238,186
2010	11	2,876,833	173	6,092,215	3	2,566,947	37	5,608,506	0	-	10	2,127,500
2009	24	4,486,564	152	6,000,820	10	794,814	41	16,274,132	3	19,057,081	5	801,222
2008	35	17,513,198	60	7,154,664	20	25,987,924	30	10,290,322	0	-	4	383,000
2007	73	20,148,056	201	8,199,607	9	11,615,850	62	5,605,906	9	40,602,076	10	387,000
2006	60	17,523,561	201	9,077,307	10	15,394,780	33	2,878,823	18	11,284,286	4	112,294
2005	64	18,632,605	190	9,106,623	12	19,499,583	63	11,662,368	19	14,646,526	16	372,975
2004	57	7,990,568	179	6,502,577	9	12,831,853	54	4,019,805	7	8,343,302	2	98,600
2003	77	13,952,978	204	6,670,855	8	5,747,717	56	7,517,594	6	3,804,853	6	412,191

* Through Aug 2012 *Source: City of Shoreline*

Development Fee Historical Comparisons

2010 Actual	2011 Actual	2012 Projected	2013 Budget	Forecast 2014	Forecast 2015	Forecast 2016	Forecast 2017	Forecast 2018
$633,990	$1,118,093	$1,076,890	$869,055	$718,681	$765,285	$744,630	$688,941	$601,447
Annual Change	$484,103	($41,203)	($207,835)	($150,374)	$46,604	($20,655)	($55,689)	($87,494)
% Change	76.36%	-3.69%	-19.30%	-17.30%	6.48%	-2.70%	-7.48%	-12.70%

Development Fee Historical Comparisons (continued)



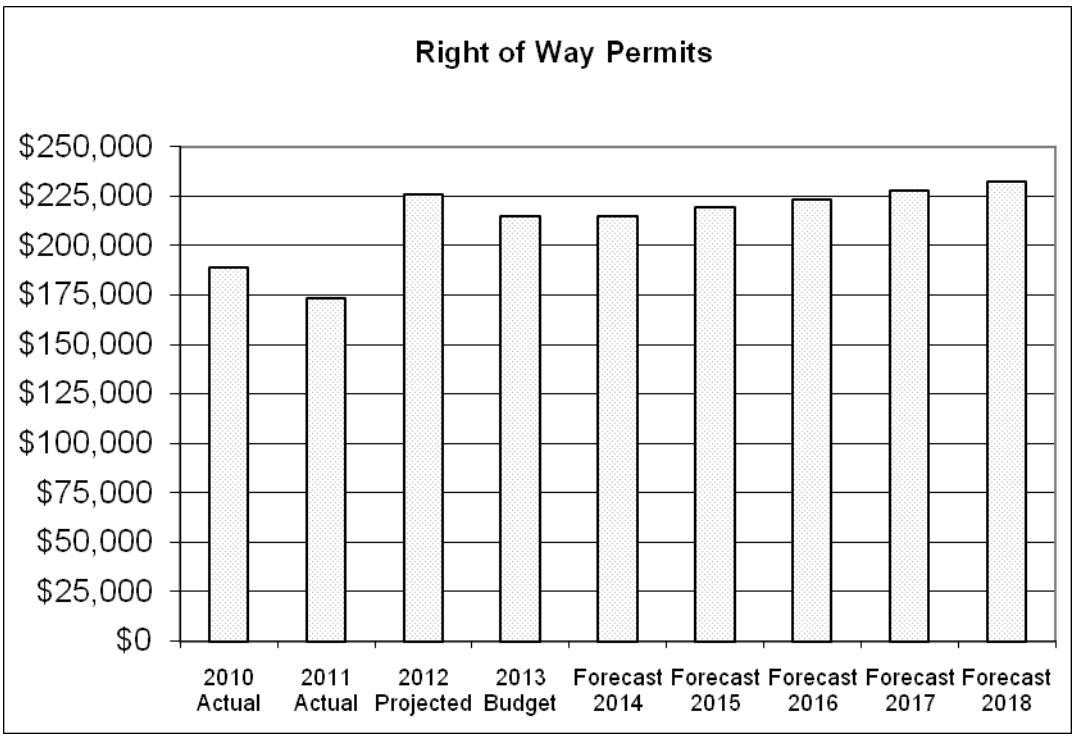
Right-of-Way Permit Fees

Fees are charged for the use of the City's right-of-way. Prior to 2002, these revenues were reported with other development fee revenue. All right-of-way activity was transferred to the City's Street Fund in 2002 and to the General Fund in 2012.

Collections in 2002 totaled $128,119; with $114,814 in 2003; $103,132 in 2004; $213,514 in 2005; $153,803 in 2006; $153,499 in 2007; $189,040 in 2008; $175,306 in 2009; $173,386 in 2010; and $189,040 in 2011. This revenue source was affected by the drop in the level of construction activity occurring within the City during the recession. As history shows, collections can vary slightly from year to year based on the level of activity. 2012 projected revenue is expected to increase by $52,478 from the 2011 level to $225,864 based primarily on significant upgrades to infrastructure by local utilities. Many of these are one-time investments therefore the projections for 2013 are not expected to be as high and have been lowered to $215,000. Future revenues are expected to rise slightly by 1.87% to 2.00% which is equal to projected inflation rates

Right-of-Way Permit Fee Historical Comparisons

2010 Actual	2011 Actual	2012 Projected	2013 Budget	Forecast 2014	Forecast 2015	Forecast 2016	Forecast 2017	Forecast 2018
$189,040	$173,386	$225,864	$215,000	$215,000	$219,300	$223,509	$227,698	$232,216
Annual Change	($15,654)	$52,478	($10,864)	$0	$4,300	$4,209	$4,189	$4,518
% Change	(8.28%)	30.27%	(4.81%)	0.00%	2.00%	1.92%	1.87%	1.98%



Grants

In 2013, the General Fund is projected to receive $191,541 in grant funding from a variety of sources to support health and human services programs, traffic enforcement, and recycling programs. The City is projecting to receive $394,967 in grants during 2012. There are three grants that they City received this year that are not typically received each year. A grant from the Washington State Department of Ecology totaling $60,489; Byrne Memorial Justice Grants from the U.S. Department of Justice totaling $55,931; and an Emergency Management Preparedness Grant (EMPG) from the U.S. Department of Homeland Security in the amount of $98,308. Typically, the City receives an annual EMPG of approximately $20,000 - $35,000. In a normal year, the largest grants received in the General Fund are for the Community Development Block Grant (CDBG) which funds various human services.

Street Fund

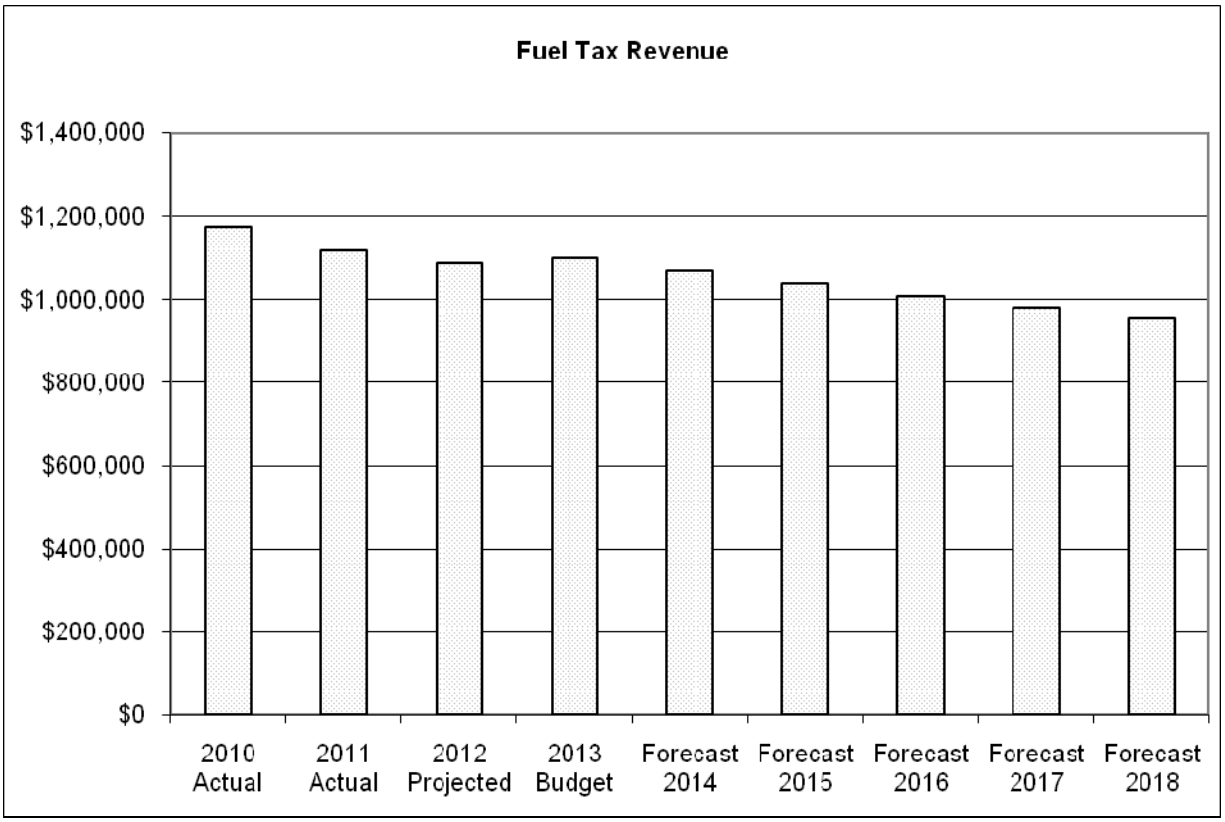
Fuel Tax

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. The tax is a flat amount per gallon sold. Since receipts in this category are dependent on consumption, and not price, the significant increase in gas prices has decreased the amount of fuel sold.

2011 collections totaled $1,117,295 which was down from 2010 collections by $59,263, or 5.04%. Revenues are projected to decrease slightly during 2012 to $1,087,408 and increase in 2013 due to expected growth in personal income as provided by the Washington State Department of Transportation. Due to the continued decline in consumption we are projecting annual revenue decreases of 2.76%.

Fuel Tax Historical Comparison

2010 Actual	2011 Actual	2012 Projected	2013 Budget	Forecast 2014	Forecast 2015	Forecast 2016	Forecast 2017	Forecast 2018
$1,176,558	$1,117,295	$1,087,408	$1,099,493	$1,069,174	$1,039,692	$1,011,022	$983,143	$956,033
Annual Change	($59,263)	($29,887)	$12,085	($30,319)	($29,482)	($28,670)	($27,879)	($27,110)
% Change	(5.04%)	(2.67%)	1.11%	(2.76%)	(2.76%)	(2.76%)	(2.76%)	(2.76%)



Surface Water Utility Fund

The 2013 budget accounts for the surface water utility operations in a Surface Water Utility Fund. This fund includes revenue from storm drainage utility fees and investment interest.

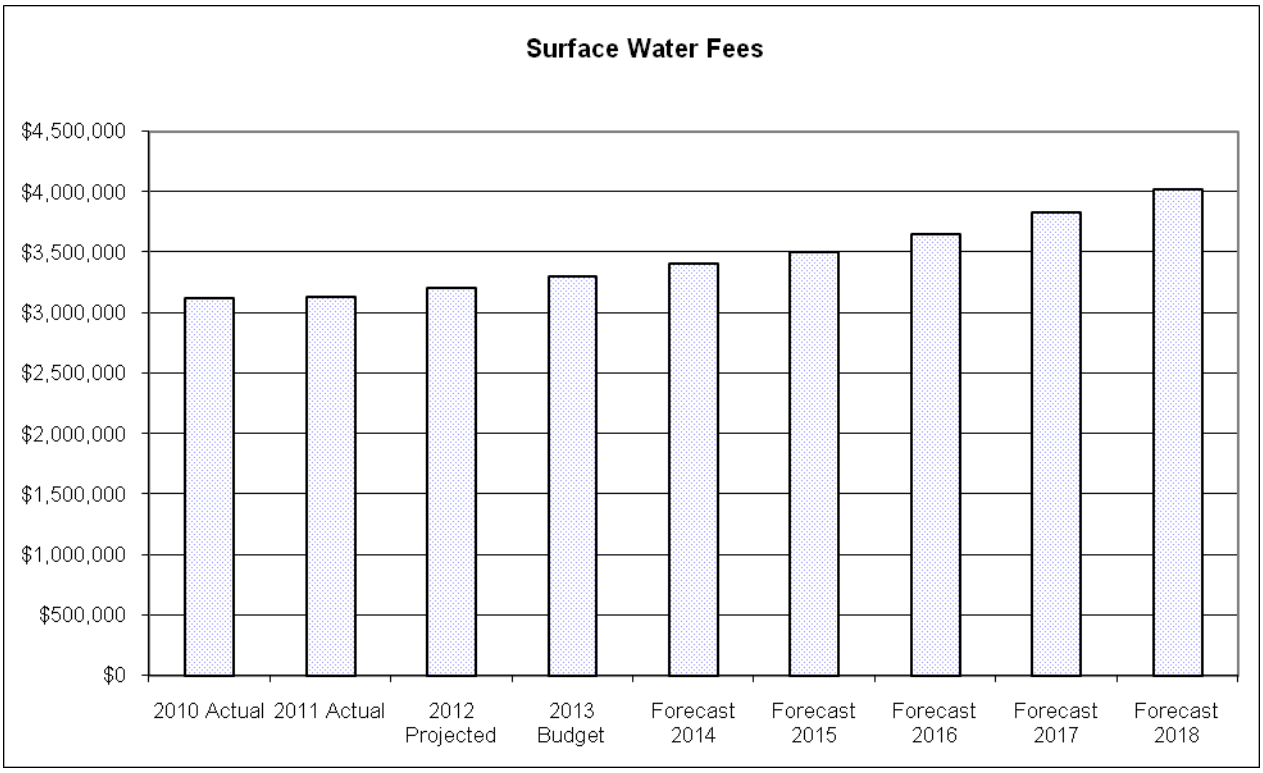
Surface Water Management Fee

The City contracts with King County to collect the utility revenues via the annual property tax assessments. In 2005, the City Council adopted a Surface Water Master Plan. This plan includes operational needs and capital projects for the next twenty years to improve drainage, surface water facilities, and stream habitat within the City. This plan included a surface water utility fee structure that would support both the operational and capital needs of the utility. The annual rate for a single-family residence was $130 for the years 2009 through 2011. It increased by 2.5% for 2012 and will increase by 3% in 2013 if approved by Council. Future year rate increases are expected to be 3% for 2014 – 2015; 4% in 2016 and 5% for 2017 and 2018. 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 single-family residence rate.

Projected 2012 revenues are $3,210,072. 2013 collections are expected to increase to $3,306,374 if the rate increase is approved by Council.

Surface Water Utility Fund Historical Comparisons

2010 Actual	2011 Actual	2012 Projected	2013 Budget	Forecast 2014	Forecast 2015	Forecast 2016	Forecast 2017	Forecast 2018
$3,128,657	$3,134,589	$3,210,072	$3,306,374	$3,405,565	$3,507,732	$3,648,042	$3,830,444	$4,021,966
Annual Change	$5,932	$75,483	$96,302	$99,191	$102,167	$140,310	$182,402	$191,522
% Change	0.19%	2.41%	3.00%	3.00%	3.00%	4.00%	5.00%	5.00%



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 to the cities by King County on a monthly basis. The use of REET funds is restricted by State law. The first 0.25% of the REET tax rate must be spent on capital projects listed in the City's Comprehensive Plan. These projects could include local capital improvements, including streets, parks, pools, municipal buildings, etc. The second 0.25% of the REET tax rate must be spent on public works projects for planning, acquisition, construction, reconstruction, repair, replacement, or improvement of streets roads, highways, sidewalks, street lighting, etc.

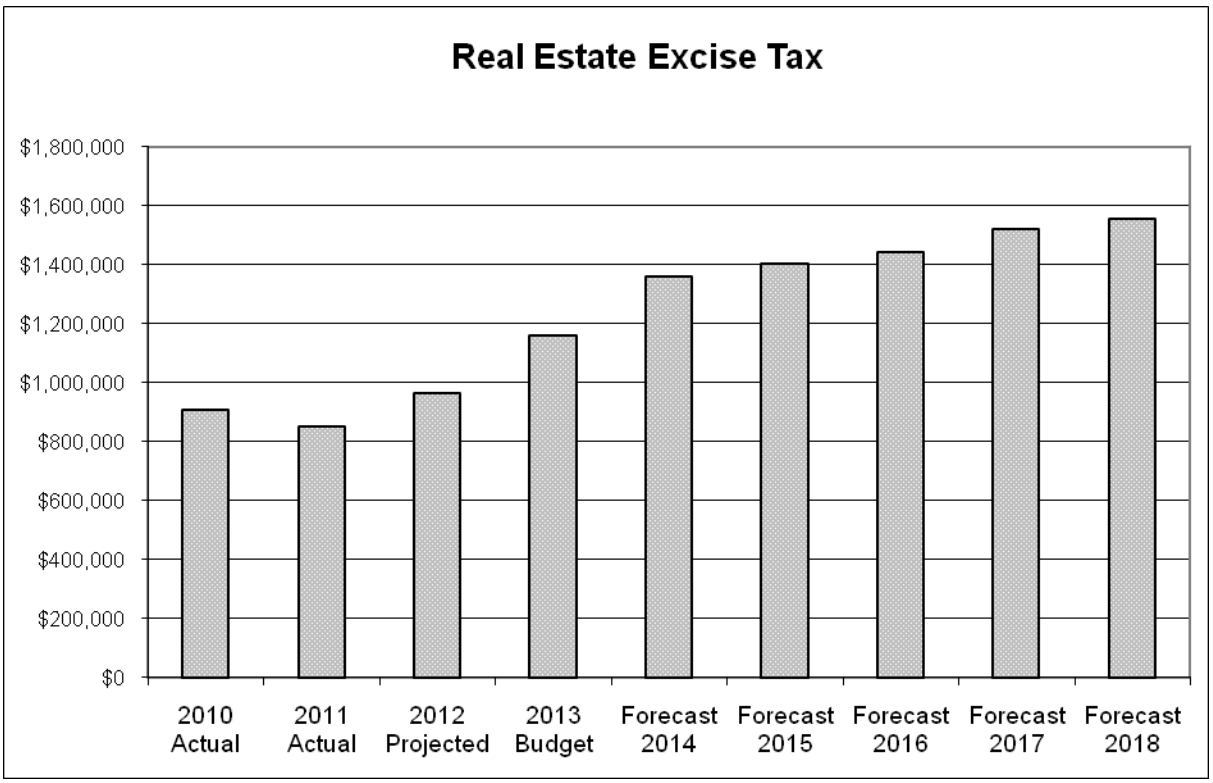
In 2001, Shoreline received $1,502,980 in real estate excise tax revenues. By 2005 the City received $2,675,632 due to unprecedented growth in the price of real estate and in the number of homes and commercial properties sold in Shoreline. Real estate sales began to slow in 2006 and collections totaled $2,565,362, down from 2005 by 4.12%. The number of real estate transactions continued to decline during 2007, resulting in total collections of $2,131,416. 2008 saw the biggest decline ever experienced by the City as collections totaled only $1,271,030 a decline from 2007 of 40.37%. In 2009 collections continued to decline even further by another $312,418, or 24.58%. Collections continued to fall during 2010 by another $50,530 or 5.27% and in 2011 by $54,544, or 6.01%. We are projecting an increase in 2012 of $111,700, or 13.09%, to a total of $965,238. 2013 revenues are projected to increase by $195,844, or 20.29%, to $1,161,082 as the real estate market continues to recover. We continue to project further increases in future years as real estate activity continues to recover.

Starting in 2009, a portion of the first 0.25% of the tax is being used for debt service payments for City Hall. During 2013, we expect to use $580,541 which is the total amount of revenue anticipated to be collected from the first 0.25% tax for this purpose. In future years the amount of REET required for the debt service is approximately $664,000.

Real Estate Excise Tax (REET) Historical Comparisons

2010 Actual	2011 Actual	2012 Projected	2013 Budget	Forecast 2014	Forecast 2015	Forecast 2016	Forecast 2017	Forecast 2018
$908,082	$853,538	$965,238	$1,161,082	$1,362,474	$1,403,002	$1,444,392	$1,521,832	$1,557,328
Annual Change	($54,544)	$111,700	$195,844	$201,392	$40,528	$41,390	$77,440	$35,496
% Change	(6.01%)	13.09%	20.29%	17.35%	2.97%	2.95%	5.36%	2.33%

Real Estate Excise Tax (REET) Historical Comparisons (continued)



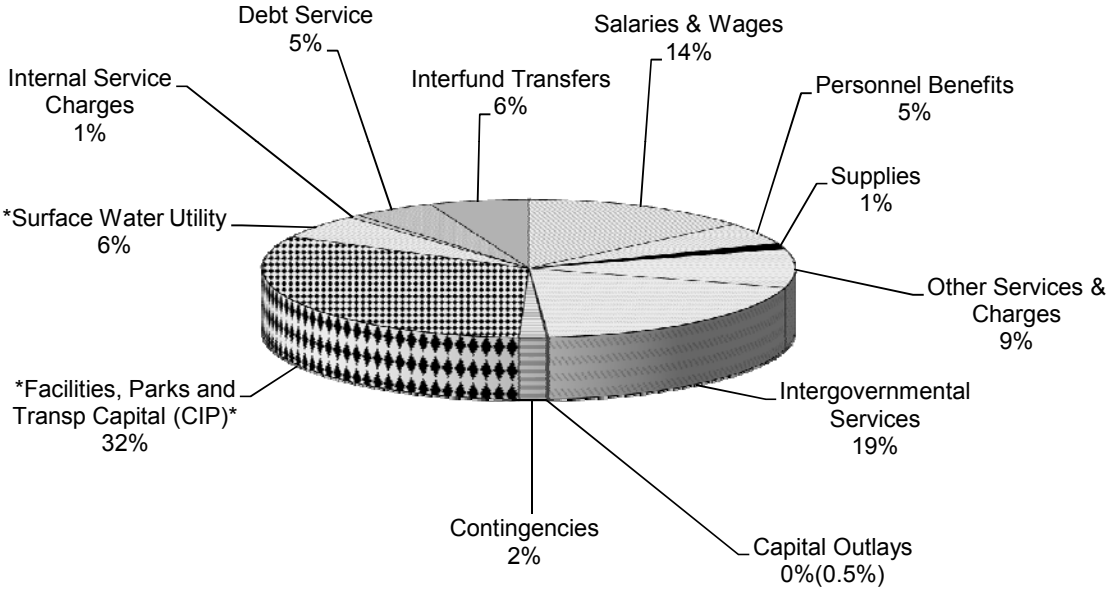
Capital Grants

In 2013, Shoreline is projected to receive nearly $12.7 million in grant funding from federal, state and local sources to fund a variety of capital projects. The majority of these grants are related to the Aurora Avenue North Improvements – 165th to 205th project. 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.

Expenditure by Object Category

	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Proposed Budget	2012 Current Budget vs. 2013 Proposed Budget
Expenditures by Object Category						
Operations:						
Salaries & Wages	$ 8,733,551	$ 8,794,817	$ 9,093,278	$ 9,032,870	$ 9,358,615	$ 265,337
Personnel Benefits	2,643,465	2,852,984	3,131,470	3,107,553	3,440,172	308,702
Supplies	852,260	853,688	1,013,052	985,558	902,359	(110,693)
Other Services & Charges	4,908,343	4,982,483	6,145,503	6,108,686	6,074,351	(71,152)
Intergovernmental Services	12,422,832	12,074,528	12,915,520	12,650,009	12,956,495	40,975
Capital Outlays	368,961	185,722	320,639	339,457	82,321	(238,318)
Contingencies	-	-	846,792	-	1,104,906	258,114
Subtotal Operations	$ 29,929,412	$ 29,744,222	$ 33,466,254	$ 32,224,133	$ 33,919,219	$ 452,965
Other Financing Uses:						
Facilities, Parks and Transp Capital (CIP)	$ 28,342,017	$ 28,180,839	$ 17,364,522	$ 17,672,497	$ 21,449,130	4,084,608
*Surface Water Utility	3,256,225	2,853,936	4,772,641	4,639,966	3,814,699	(957,942)
Internal Service Charges	210,858	412,530	429,840	430,591	460,139	30,299
Debt Service	3,339,367	3,355,421	3,353,117	3,357,617	3,364,617	11,500
Interfund Transfers	6,358,664	5,399,788	5,325,956	5,119,281	4,041,958	(1,283,998)
Subtotal Other Financing Uses	$ 41,507,131	$ 40,202,514	$ 31,246,076	$ 31,219,952	$ 33,130,543	$ 1,884,467
Total Expenditures & Uses	$ 71,436,543	$ 69,946,736	$ 64,712,330	$ 63,444,085	$ 67,049,762	$ 2,337,434

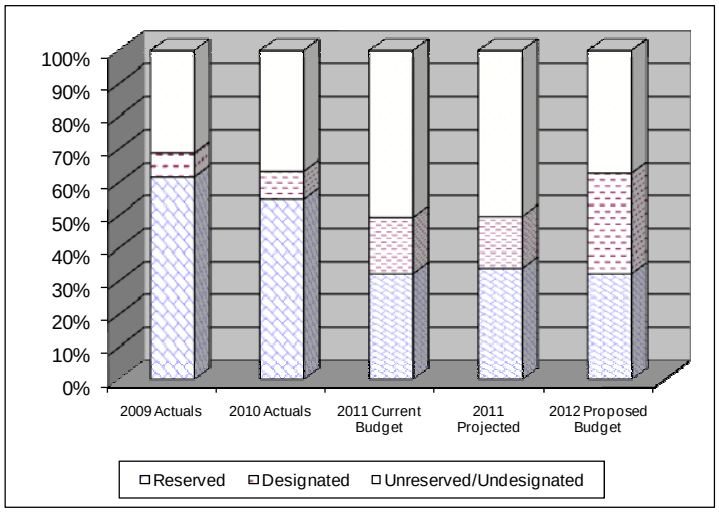
**These categories include salaries and benefits for City staff. In 2013, these total* $ 2,110,847



Ending Fund Balances

The following table and graphs illustrate the City's ending fund balance between 2010 and 2013. The fund balances are segregated into three major components: unreserved/undesignated, reserved, and designated.

	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Proposed Budget
Reserved:					
General Capital Fund	4,163,165	3,273,798	1,234,539	1,427,200	710,593
City Facility -Major Maintenance Fund	187,551	130,631	235,488	277,863	229,729
Roads Capital Fund	5,278,650	3,805,348	1,807,599	2,080,900	2,054,949
Street Fund	844,608	836,349	681,292	681,292	581,292
2006 General Obligation Bond Fund	252,227	252,155	257,105	249,552	49,552
2009 General Obligation Bond Fund	300	300	300	300	300
Surface Water Utility Fund	4,068,021	3,745,825	2,007,835	2,262,138	1,623,683
Subtotal Reserved	14,794,522	12,044,406	6,224,158	6,979,245	5,250,098
Designated:					
Equipment Replacement Fund	1,697,695	1,826,577	2,012,556	2,005,055	2,195,340
Vehicle Maintenance & Operations	51,361	52,313	37,313	41,034	26,034
Unemployment Fund	45,962	31,280	9,516	9,516	9,516
Code Abatement Fund	162,032	173,106	153,656	153,206	133,756
State Drug Enforcement Forfeiture Fund	9,496	26,376	26,376	19,229	19,229
Federal Drug Enforcement Forfeiture Fund	18,201	24,339	24,339	41,861	41,861
Federal Criminal Forfeiture Fund	-	253,774	71,774	580,085	478,085
Property Tax Equalization Fund	-	787,373	398,000	1,186,259	1,186,259
Public Art Fund	343,848	286,263	217,302	217,403	147,903
Subtotal Designated	2,328,595	3,461,401	2,950,832	4,253,648	4,237,983
Unreserved/Undesignated:					
General Fund	4,918,974	6,714,897	5,255,180	7,195,752	6,058,339
Revenue Stabilization Fund	4,925,357	5,145,158	5,145,158	5,146,616	5,146,616
Subtotal Unreserved/Undesignated	9,844,331	11,860,055	10,400,338	12,342,368	11,204,955
	2[illegible],967,442	**19 365,862**	**,575,329**	**23,575,261**	**20,693,036**



Unreserved/Undesignated Fund Balances

The unreserved/undesignated fund balance is the balance of net financial resources that are available for discretionary appropriations. The 2013 proposed budget estimates unreserved/undesignated fund balance of $11,204,955 at the end of 2013.

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 $5,250,098 at the end of 2013.

Designated Ending Fund Balances

The third component of ending fund balances, totaling $4,237,983 in 2013, is those moneys that have been earmarked for specific purposes (equipment replacement, unemployment, etc.). Although designated for specific purposes, there is the ability to appropriate some of these funds for other purposes since the original source of the funds was general revenues from the General Fund.

Change in Ending Fund Balance
2013 Budget Compared to 2012 Projected

	2012 Projected Ending Fund Balance	2013 Proposed Ending Fund Balance	Change in Fund Balance	% Change
General Fund	$ 7,195,752	$ 6,058,339	$ (1,137,413)	(16%)
Street Fund	681,292	581,292	(100,000)	(15%)
Revenue Stabilization Fund	5,146,616	5,146,616	-	0%
Property Tax Equalization Fund	1,186,259	1,186,259	-	
Code Abatement Fund	153,206	133,756	(19,450)	(13%)
State Drug Enforcement Forfeiture Fund	19,229	19,229	-	0%
Federal Drug Enforcement Forfeiture Fund	41,861	41,861	-	0%
Federal Criminal Forfeiture Fund	580,085	478,085	(102,000)	(18%)
Public Art Fund	217,403	147,903	(69,500)	(32%)
General Obligation Bond Fund	249,552	49,552	(200,000)	(80%)
Limited Tax General Obligation Bond Fund	300	300	-	0%
General Capital Fund	1,427,200	710,593	(716,607)	(50%)
City Facility -Major Maintenance Fund	277,863	229,729	(48,134)	(17%)
Roads Capital Fund	2,080,900	2,054,949	(25,951)	(1%)
Surface Water Utility Fund	2,262,138	1,623,683	(638,455)	(28%)
Vehicle Operations Fund	41,034	26,034	(15,000)	(37%)
Equipment Replacement Fund	2,005,055	2,195,340	190,285	9%
Unemployment Fund	9,516	9,516	-	0%
	$ 23,575,261	**$ 20,693,036**	**$ (2,882,225)**	**(12%)**

Explanation of Changes in Fund Balance Greater Than 10%

General Fund - The 2013 ending fund balance is $1,137,413 less than the projected 2012 ending fund balance. Available fund balance is being used for the General Fund contingency of $532,208, the Insurance Reserve of $255,000, and $350,205 is being used to support a portion of supplemental requests.

Street Fund - The 2013 ending fund balance is $100,000 less than the projected 2012 fund balance. $100,000 of accumulated funds from prior years are being appropriated to meet 2013 expenditure needs.

Code Abatement Fund – The 2013 ending fund balance is $19,450 less than the projected 2012 fund balance. Accumulated funds from prior years are being appropriated to meet 2013 expenditure needs.

Federal Criminal Forfeiture Fund – The 2013 ending balance is $102,000 less than the projected 2012 ending balance. Funds are required to be used within two years of receipt. Fund balance will be used for a site study for a new police station.

Public Art Fund – The 2013 ending balance is $69,500 less than the projected 2012 ending balance. As capital projects have been constructed, funds have been accumulating in this fund. During 2013, work will continue on several public arts projects using the accumulated balance.

General Obligation Bond Fund– The 2013 ending balance is $200,000 less than the projected 2012 ending balance. Taxes that have been collecting in prior years will be used for this year's debt service

General Capital Fund– The 2013 ending balance is 716,607 less than the projected 2012 ending balance. The remaining bond proceeds totaling $230,100 will be used to complete the open space and park improvement projects that were included in the 2006 parks bond issue. Fund balance that has accumulated in past years will be used to support various capital projects

City Facility – Major Maintenance Fund – The 2013 ending fund balance is $48,134 less than the 2012 projected ending balance. Fund balance that accumulated in past years will be used to support various projects.

Surface Water Utility Fund – The 2013 ending fund balance is $638,455 less than the projected 2012 ending fund balance. Fund balance will be used to complete numerous flood protection and water quality improvements projects

Vehicle Operations Fund – The 2013 ending fund balance is $15,000 less than the projected 2012 ending fund balance. These funds will be used as a contingency for increases in fuel and repair costs.

Equipment Replacement Fund – The 2013 ending fund balance is $190,285 more than the projected 2012 ending fund balance as funds accumulate to be used for equipment purchases in future years.

Municipal Debt Capacity

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

1. General Purpose Voted Debt: As authorized by the Revised Code of Washington (RCW) 39.36.020(2), the public may vote to approve bond issues for general government in an amount not to exceed 2.5% of the value of all taxable property within the City. This requires a 60% vote of the City electorate and must have a voter turnout of at least 40% of the last State general election. The debt would be repaid from an increase to the City's existing property tax levy. An amount up to 2.5% of the City's assessed value can be levied or an estimated $148,505,004 for 2013.

2. General Purpose Councilmanic Debt: The City Council may approve bond issues without voter approval up to 1.5% of the City's assessed valuation. Prior to the passage of new legislation in 1994, councilmanic debt was available for lease-purchase contracts only (RCW 35.43.200). This statutory authority can be used for any municipal purpose now, including using the entire 1.5% for bonds. Councilmanic debt must be approved by a majority of the City Council and must be repaid from existing operational revenue sources. In July of 2009, the City Council authorized the issuance of bonds totaling $22,145,000 to purchase the Civic Center/City Hall. The bonds will be repaid over the next 30 years. In 2013 the City Council can levy up to $67,823,002 or 1.5% of the City's estimated assessed value.

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

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

3. Parks and Open Space Debt: The City is authorized to issue debt and increase the property tax levy for acquiring or developing open space and park facilities. This requires a 60% vote of the City electorate and must have a voter turnout of at least 40% of the last State general election. Debt is repaid from the increased property tax levy. In May of 2006, Shoreline voters approved a bond levy totaling $18,795,000 for open space acquisition and parks improvements. The bonds will be repaid over the next 15 years. An amount up to 2.5% of the City's estimated assessed value, less outstanding debt, can be levied or $134,720,004 for 2013. The projected rate for 2012 is 25 cents per $1,000 assessed valuation.

4. Utility Purpose Debt: The City is authorized to issue debt and increase the property tax levy for utility purposes if a utility is owned and controlled by the City. This requires a 60% vote of the City electorate and must have a voter turnout of at least 40% of the last State general election. Debt would be repaid from the increased property tax levy. An amount up to 2.5% of the City's estimated assessed value can be levied $148,505,004 for 2013.

CITY OF SHORELINE TOTAL DEBT CAPACITY

Assessed Valuation: **$ 5,940,200,143**

		General Purpose Debt		Parks & Open Space Debt	Utility Purpose Debt	
Legal Limits		Councilmanic (Non-Voted)	Voted Debt (60% of Voters)	Voted Debt (60% of Voters)	Voted Debt (60% of Voters)	**TOTAL DEBT CAPACITY**
	1.50%	$ 89,103,002				$ 89,103,002
	2.50%		$ 148,505,004	$ 148,505,004	$ 148,505,004	$ 445,515,011
Debt Limit:		$ 89,103,002	$ 148,505,004	$ 148,505,004	$ 148,505,004	$ 534,618,013
Outstanding Debt:		$ (21,280,000)	$	$ (13,785,000)	$ -	$ (35,065,000)
Remaining Debt Capacity		$ 67,823,002	$ 148,505,004	$ 134,720,004	$ 148,505,004	$ 499,553,013

LONG-TERM DEBT

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

General obligation bonds currently outstanding are as follows:

Purpose	Maturity Range	Interest Rate	Original Amount	Outstanding 12/31/2010
Unlimited Tax General Obligation Bonds, 2006 - Parks and Open Space	2007 - 2021	3.55% - 4.09%	$18,795,000	$14,885,000
Limited Tax General Obligation Bonds, 2009 Series A - City Hall	2010 - 2017	3.00% - 4.00%	$3,805,000	$3,380,000
Unlimited Tax General Obligation Bonds, 2009 Series B (Taxable Build America Bonds-Direct Pay)- City Hall	2019 - 2039	4.69% - 6.40%	$18,340,000	$18,340,000

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

Year Ending December 31	Governmental Activities Principal	Interest
2012	$ 1,600,000	$ 1,757,617
2013	1,665,000	1,698,117
2014	1,730,000	1,636,167
2015	1,795,000	1,574,892
2016	1,860,000	1,508,292
2017 - 2021	10,400,000	6,370,235
2022 - 2026	1,280,000	4,749,037
2027 - 2031	4,465,000	4,068,883
2032 - 2036	4,615,000	2,674,913
2037 - 2039	5,655,000	1,085,760
Total	$ 35,065,000	$ 27,123,912

Other Long Term Debt

In addition to general obligation debt, the City can utilize a number of other long-term debt instruments, including special assessment bonds and loans from the State of Washington's Public Works Trust Fund. Special assessment bonds are used to finance public improvements that benefit a specified group of property owners, and are funded from the collection of special assessment payments from property owners. Loans from the Public Works Trust Fund (PWTF) can be used for pre-construction and construction activities for the repair, replacement, rehabilitation, reconstruction, or improvement of eligible public works systems to meet current standards for existing users, and may include reasonable growth as part of the project.

Public Works Trust Fund Loan Debt

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

Ronald Bog Drainage Improvements This public works trust fund loan was approved for a total of $4,055,500 on 6/18/2001, but the City used only $3,852,725. The interest rate of the loan is 0.5%. This project is located in the Ronald Bog Basin whose boundaries are Stone Ave. N., N. 190th St., 15th Ave. N.E., and N.E. 167th St. Improvements will be made to the watercourse from the Ronald Bog outlet to N. 167th Street along Corliss Avenue N. and near Corliss Place. This project will reduce the potential for flooding and high maintenance requirements of the existing system by replacing the existing pipe along the west side of Corliss Avenue North. This will eliminate the reverse grade that has resulted in silt blocking the pipe and root intrusion issues with the existing system. The fish barriers that exist in the open channel section of the storm system west of Corliss Place will be replaced with fish friendly boxes. This step will significantly reduce the potential for debris dams to build up, blocking the flow and causing flooding. A Thornton Creek Basin Plan will also be initiated to develop a model of the basin and identify additional solutions to flooding and establish a floodplain elevation for Ronald Bog.

3rd Avenue N.W. Drainage Improvements This public works trust fund loan was approved for a total of $1,959,500 on 6/18/2001 with an interest rate of 0.5%. This project is located between 3rd and 6th Avenues N.W. from N.W. 176th Street to Richmond Beach Road. This project constructed drainage improvements to alleviate flooding impacts to approximately 20 homes. The existing North Pond facility was expanded to mitigate for the peak flows from the new conveyance system and prevent increased erosion in downstream Boeing Creek.

Year Ending December 31, 2011	Business-Type Activities Principal	Interest
2012	$326,475	$16,324
2013	$326,475	$14,691
2014	$326,475	$13,059
2015	$326,475	$11,427
2016	$326,475	$9,794
2017 - 2021	$1,632,374	$24,486
Total	$3,264,747	$89,781

Schedule of All Long Term Debt

Fund	Fund Name	Type of Debt	Issue Date	Maturity Date	Total Amount Authorized	Interest Rate	Outstanding Debt 12/31/2011	Avg. Annual Debt Service
Fund 201	Unltd. Tax GO Bond Fund , 2006	Parks & Open Space Bonds	12/13/2006	12/1/2021	$ 18,795,000	3.55% - 4.09%	$ 13,785,000	$ 1,689,975
Fund 211	Ltd Tax GO Bond 2009	General Purpose Councilmanic Bonds - City Hall	8/10/2009	12/1/2039	$ 22,145,000	3.0% - 6.4%	$ 21,280,000	$ 1,282,472
N/A		General Purpose Voter Approved Bonds	N/A					
N/A		Utility Purpose Bonds	N/A					
N/A		Special Assessment Bonds	N/A					
		Public Works Trust Fund Loans						
Fund 401	Surface Water Utility Fund	Ronald Bog Drainage Improvements	6/18/2001	7/1/2021	$ 4,055,500	0.5%	$ 2,122,616	$ 212,261
Fund 401	Surface Water Utility Fund	3rd Avenue Drainage Improvements	6/18/2001	7/1/2021	$ 1,959,500	0.5%	$ 1,142,132	$ 114,213
		Total Public Works Trust Fund Loans			$ 6,015,000		$ 3,264,748	$ 326,474
		Total Long Term Debt			$ 46,955,000		$ 38,329,748	$ 3,298,921

City of Shoreline Debt Polices

The Objectives of the City's Debt Management Policy are:

A. To limit the use of debt so that debt service payments will be a predictable and manageable part of the operating budget.

B. To raise capital at the lowest cost, consistent with the need to borrow. This will be accomplished by:

1. Keeping a high credit rating (while making attempts to strengthen credit rating).
2. Maintaining a good reputation in the credit markets by adjusting the capital program for regular entry to the bond market and by managing the annual budget responsibly.
3. Institute and maintain procedures that ensure full and timely repayment of City obligations.

General Debt Policies

Before issuing any debt, the City will consider the impacts of such debt on the operating budget, the effect on the City's credit rating, the debt capacity remaining under constitutional and statutory limitations, the most cost-effective term, structure, and type of debt, and the impact on taxpayers.

Disclosure statements will be used to keep taxpayers and investors informed of the City's financial position. These include printed copies of:

A. Annual reports
B. Operating budget and Capital Facilities Plan
C. Official Statements

Debt issues will be sold on a competitive basis (except when conditions make a negotiated sale preferable) and awarded to the bidder who produces the lowest true interest cost.

Debt issues may be sold on a negotiated basis if the issue is unusually large or small, the project is complex, the issue is a refunding, flexibility is desired in the structure, the market is volatile, or other conditions make it in the City's best interest to conduct a negotiated sale.

Long Term Debt: Long term debt will be used to maintain and develop the municipal infrastructure when the economic life of a fixed asset exceeds five years.

Revenue bonds will generally be used for projects which are financially self-sustaining.

General Obligation bonds can be used to finance public works projects which benefit the community and where there are sufficient dedicated revenues to amortize the debt.

General Obligation pledges can be used to back self-sustaining projects financed through revenue bonds when costs can be reduced and the municipal credit rating is not put in jeopardy by this action.

The City may rely on a local improvement district program for certain local or neighborhood street and utility 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

OPERATING BUDGET

OPERATING BUDGET FORECAST
SIX YEAR FORECAST

	2013 Projected Budget	2014 Forecast	2015 Forecast	2016 Forecast	2017 Forecast	2018 Forecast	2019 Forecast
Beginning Fund Balance	**$ 7,195,768**	**$ 6,058,355**	**$ 6,058,355**	**$ 6,058,355**	**$ 5,690,326**	**$ 4,572,433**	**$ 2,729,364**
Revenues:							
Taxes:							
Property	9,409,277	9,728,779	10,023,910	10,324,881	10,488,373	10,652,163	10,816,674
Sales and Use	7,746,579	7,976,060	8,301,633	8,609,731	8,921,022	9,220,033	9,539,801
Gambling	1,845,746	1,693,770	1,557,349	1,557,349	1,557,349	1,557,349	1,557,349
Utility	4,180,630	4,266,259	4,350,383	4,436,469	4,531,197	4,627,358	4,726,244
Other	7,200	7,200	7,200	7,200	7,200	7,200	7,200
Franchise/Utility Contract Payments	4,053,620	4,142,554	4,230,810	4,319,495	4,413,921	4,519,549	4,628,220
Licenses and Permits	867,331	838,651	871,402	862,812	833,018	783,729	770,289
Intergovernmental	2,118,450	2,189,903	2,174,510	2,159,876	2,147,069	2,135,243	2,128,731
Charges for Services	1,867,374	1,778,460	1,824,398	1,844,269	1,852,812	1,849,404	1,869,194
Fines and Forfeitures	629,500	629,500	629,500	629,500	629,500	629,500	629,500
Interest Income	35,000	41,871	99,452	195,421	254,922	254,922	254,922
Miscellaneous Revenues	554,170	1,464,690	1,482,981	1,503,330	1,520,043	1,435,069	1,451,993
Total Revenue	33,314,877	34,757,697	35,553,529	36,450,334	37,156,426	37,671,519	38,380,116
Operating Expenditures							
Salaries & Benefits	12,798,787	13,375,074	13,742,712	14,263,570	14,802,738	15,447,806	16,144,524
Supplies	654,133	655,283	648,730	648,730	648,730	648,730	648,730
Services & Charges	5,841,392	5,650,369	5,775,831	5,937,728	6,060,805	6,188,203	6,310,092
Intergovernmental	12,938,995	13,367,275	13,670,011	14,120,516	14,588,084	15,071,241	15,571,005
Interfund	344,422	353,729	353,704	357,217	361,022	364,886	368,867
Budgeted Contingency	1,089,906	1,008,500	1,014,436	1,032,401	1,046,649	1,059,115	1,073,337
Capital Outlay	0	-	-	-	-	-	-
Total Operating Expenditures	33,667,635	34,410,231	35,205,424	36,360,163	37,508,028	38,779,980	40,116,555
Revenue Over (Under) Expenditures	(352,758)	347,466	348,105	90,171	(351,602)	(1,108,462)	(1,736,439)
Other Financial Sources (Uses)							
Operating Transfers In	1,959,248	2,430,283	2,347,555	2,284,906	1,959,248	2,059,248	2,059,248
Transfers Out	2,743,903	2,777,750	2,695,660	2,743,106	2,725,539	2,793,855	2,836,467
Gain/Use of Fund Balance	(1,137,413)	(0)	0	(368,029)	(1,117,893)	(1,843,069)	(2,513,658)
Ending Fund Balance	**$ 6,058,355**	**$ 6,058,355**	**$ 6,058,355**	**$ 5,690,326**	**$ 4,572,433**	**$ 2,729,364**	**$ 215,706**

Assumptions						
Inflation	2.50%	2.40%	2.34%	2.48%	2.46%	2.47%
Annual Revenue Growth	5.65%	2.29%	2.52%	1.94%	1.39%	1.88%
Annual Sales & Use Tax Change	4.10%	4.42%	3.91%	3.76%	3.35%	3.52%
General Fees & Licenses Increase	2.00%	1.92%	1.87%	1.98%	1.97%	1.98%
Investment Interest Rate	0.28%	0.88%	1.88%	2.50%	2.50%	2.50%
Building Permit Change	6.52%	6.90%	-2.89%	-7.99%	-13.63%	-5.31%
Revenue Collection	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
PERS Employer Contribution Rate	9.19%	9.44%	9.69%	9.69%	10.56%	11.59%
Health Benefit Escalator	7.50%	7.50%	7.50%	7.50%	7.50%	7.50%
Regular Salary Escalator	2.85%	2.76%	2.71%	2.83%	2.81%	2.82%
Police Contract Escalator	3.50%	3.50%	3.50%	3.50%	3.50%	3.50%
Expenditure Percentage	100.00%	99.00%	99.00%	99.00%	99.00%	99.00%
Annual Expenditure Growth	2.21%	5.77%	5.67%	6.54%	6.66%	6.95%
Contribution to Stabilization Fund	-	85,844	134,467	116,391	85,878	111,786
New Maintenance Costs for Completed Capital Projects	$ 33,049	$ 82,401	$ 60,150	$ 11,132	$ 13,491	$ 4,238
Property Tax Equalization Funds Used	$ 471,035	$ 388,307	$ 325,658	$ -	$ -	$ -

DEPARTMENT/FUND OVERVIEW

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

	City Council	City Manager	City Attorney	Administrative Services	Human Resources	Police	Criminal Justice	Parks & Recreation	Planning & Community Develop.	Public Works	Community Services	Transfers Out	Total
Operating Budget													
General Fund	$191,075	$1,511,897	$584,846	$5,760,283	$426,251	$10,571,649	$2,109,968	$4,898,074	$2,552,021	$1,662,401	$1,498,105	$2,427,272	$34,193,842
Street Fund										$1,901,065		$316,631	$2,217,696
Revenue Stabilization Fund													$0
Code Abatement Fund									$100,000				$100,000
State Drug Forfeiture Fund						13,800							$13,800
Federal Drug Forfeiture Fund						20,750							$20,750
Federal Criminal Forfeiture Fund						$47,000						$80,000	$127,000
Total Operating Budget	$191,075	$1,511,897	$584,846	$5,760,283	$426,251	$10,653,199	$2,109,968	$4,898,074	$2,652,021	$3,563,466	$1,498,105	$2,823,903	$36,673,088
Debt Service													
2006 General Obligation Bond Fund				1,705,050									$1,705,050
2009 General Obligation Bond Fund				$1,660,567									$1,660,567
Total Debt Service				$3,365,617									$3,365,617
Capital Budget													
General Capital Fund										4,115,589		625,161	$4,740,750
Facility Major Maint. Fund										123,000			$123,000
Roads Capital Fund										17,141,901		54,719	$17,196,620
Total Capital Budget										21,380,490		679,880	$22,060,370
Enterprise Funds													
Surface Water Utility Fund										$3,929,055		538,175	$4,467,230
Total Enterprise Funds										$3,929,055		538,175	$4,467,230
Internal Service Funds													
Public Arts Fund								70,000					$70,000
Vehicle Maint. & Ops. Fund										$213,635			$213,635
Equipment Replace. Fund				$182,321									$182,321
Unemployment Fund				$17,500									$17,500
Total Internal Service Budget				$199,821				$70,000		$213,635			$483,456
Total City Budget	$191,075	$1,511,897	$584,846	$9,325,721	$426,251	$10,653,199	$2,109,968	$4,968,074	$2,652,021	$29,086,646	$1,498,105	$4,041,958	$67,049,761

City of Shoreline - 2013 FTE Summary

Department	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2013 Changes
City Council	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00	0.00
City Manager	9.50	9.00	9.50	9.50	9.50	10.50	9.50	9.50	9.50	8.75	8.75	9.00	0.25
Community Services	8.00	6.00	7.80	7.80	7.80	7.80	9.20	9.18	8.18	8.18	9.68	8.18	(1.50)
City Attorney	1.00	2.50	3.50	3.50	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	0.00
Administrative Services	21.13	21.13	21.33	20.62	21.62	21.90	21.90	22.00	22.70	22.70	21.20	24.20	3.00
Human Resources	2.50	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	0.00
Police	1.00	1.00	2.00	2.00	2.00	1.00	1.00	1.00	0.00	0.00	0.00	0.00	0.00
Planning & Community Development	26.00	25.90	25.90	26.90	28.50	28.50	28.50	27.00	24.35	24.35	20.45	20.00	(0.45)
Parks, Recreation & Cultural Services	22.02	24.52	23.30	23.30	25.82	26.80	27.30	27.30	27.30	27.30	27.80	27.82	0.02
Public Works	30.00	33.10	35.60	36.10	37.00	37.00	38.00	39.00	39.00	39.00	41.50	37.00	(4.50)
Total FTE	128.15	133.15	138.93	139.72	145.24	146.50	148.40	147.98	144.03	143.28	142.38	139.20	(3.18)

Explanation of 2013 Changes in FTE

City Manager's Office

The Communication Assistant position was increased by 0.25 to a full-time position to increase the ability to address the communication needs within the City.

Community Services

Two Animal Control Officer positions (1.5 FTEs) were eliminated due to decision to continue to contract with King County to provide Animal Control Services.

Administrative Services

The GIS Specialist position (1 FTE) was transferred to Public Works.

Parks, Recreation & Cultural Services

A Recreation Assistant I position was increased by 0.30 FTE to 0.80 FTE and a Recreation Assistant II position was decreased by 0.275 FTE to 0.60 FTE.

Planning and Community Development

The Administrative Assistant III position was increased by 0.15 to a full-time position. One Associate Planner position was reclassified to Senior Planner and a Plans Examiner III was reclassified to Structural Plans Engineer. A part time Associate Planner (0.60 FTE) was eliminated.

Public Works

The GIS Specialist position (1 FTE) was transferred from Administrative Services. The Capital Project Technician position (0.50 FTE), and a Capital Project Manager II postion (1 FTE) were eliminated. The Associate Traffic Engineer has been reclassified to Engineer II: Traffic to develop signal timing plans in-house. The Transportation Services Division Manager title was changed to Transportation Planning Manager.

During 2012 the following changes occurred

Administrative Services & Public Works

Fleet and Facilities (Public Works) was combined with Purchasing (Administrative Services Department - ASD) into a new division within ASD called Central Services to more efficiently and effectively deliver internal services. As a result of the reorganization, a total of 4 FTEs were moved from Public Works into ASD (Fleet, Facilities & Property Management Supervisor, Facilities Maintenance Worker I, Facilities Maintenance Worker II and one Administrative Assistant II). Implementation of this reorganization also resulted in reclassification of existing positions: the Fleet, Facilities & Property Management position was reclassified to Management Analyst, the Purchasing Officer to Central Services Manager,a Financial Technician to Buyer and the Facilities Maintenance Worker II to Senior Facilities Maintenance Worker.

Public Works

One Engineer Technician position was reclassified to Traffic Signal Technician to assume the traffic signal management in-house. As a result of the reclassification the following position titles were changed: Associate Traffic Engineer to Engineer I: Traffic and Traffic Engineer to City Traffic Engineer.

2013 City of Shoreline Budgeted Positions and FTE's

Department	Job Title	Position Count	FTE Count
City Council	Mayor	1	1.00
City Council	Deputy Mayor	1	1.00
City Council	Councilmember	5	5.00
	Department Total	7	7.00
City Manager	City Manager	1	1.00
City Manager	Assistant City Manager	1	1.00
City Manager	CMO Management Analyst	2	2.00
City Manager	Executive Assistant to the City Manager	1	1.00
City Manager	Administrative Assistant II	1	1.00
City Manager	Administrative Assistant III	1	1.00
City Manager	Economic Development Program Manager	1	1.00
City Manager	Intergovernmental Programs Manager	1	1.00
	Department Total	9	9.00
Community Services	Community Services Manager	1	1.00
Community Services	Grants Coordinator	0	0.18
Community Services	Neighborhoods Coordinator	2	1.00
Community Services	Human Services Planner (Associate Planner)	1	0.50
Community Services	Administrative Assistant II	2	1.50
Community Services	Emergency Management Coordinator	1	1.00
Community Services	Customer Response Team (CRT) Supervisor	1	1.00
Community Services	CRT Representative	2	2.00
	Department Total	10	8.18
City Attorney	City Attorney	1	1.00
City Attorney	Assistant City Attorney	1	1.00
City Attorney	Legal Assistant	1	1.00
	Department Total	3	3.00
Administrative Services	Administrative Services Director	1	1.00
Administrative Services	Finance Manager	1	1.00
Administrative Services	City Clerk	1	1.00
Administrative Services	Information Systems Manager	1	1.00
Administrative Services	Deputy City Clerk	1	1.00
Administrative Services	Records Coordinator	1	1.00
Administrative Services	Administrative Assistant II	2	2.00
Administrative Services	Central Services Manager	1	1.00
Administrative Services	Finance Technician	1	0.63
Administrative Services	Buyer	1	0.75
Administrative Services	AP/Payroll Technician	1	1.00
Administrative Services	Payroll Officer	1	1.00
Administrative Services	Staff Accountant	1	1.00
Administrative Services	Budget Analyst	1	1.00

2013 City of Shoreline Budgeted Positions and FTE's

Department	Job Title	Position Count	FTE Count
Administrative Services	Budget and Financial Systems Analyst	1	1.00
Administrative Services	Grants Coordinator	1	0.82
Administrative Services	Administrative Assistant III	1	1.00
Administrative Services	Database Administrator	1	1.00
Administrative Services	Management Analyst	1	1.00
Administrative Services	Facilities Maint. Worker I	1	1.00
Administrative Services	Senior Facilities Maintenance Worker	1	1.00
Administrative Services	Web Developer	1	1.00
Administrative Services	Computer/Network Specialist	2	2.00
	Department Total	25.00	24.20
Human Resources	Human Resource Director	1	1.00
Human Resources	Senior Human Resources Analyst	1	1.00
Human Resources	Administrative Assistant III	1	1.00
	Department Total	3	3.00
Parks & Recreation	Parks Director	1	1.00
Parks & Recreation	Recreation Superintendent	1	1.00
Parks & Recreation	Recreation Coordinator I	3	2.00
Parks & Recreation	Recreation Coordinator II	2	2.00
Parks & Recreation	Administrative Assistant I	1	0.50
Parks & Recreation	Administrative Assistant II	2	2.00
Parks & Recreation	Administrative Assistant III	1	1.00
Parks & Recreation	Recreation Assistant I	1	0.80
Parks & Recreation	Recreation Assistant II	1	1.60
Parks & Recreation	Recreation Assistant III	1	1.00
Parks & Recreation	Recreation and Class Program Assistant	1	1.00
Parks & Recreation	Parks Superintendent	1	1.00
Parks & Recreation	Senior Parks Maintenance Worker	1	1.00
Parks & Recreation	Parks Maintenance Worker I	2	2.00
Parks & Recreation	Parks Maintenance Worker II	3	3.00
Parks & Recreation	Parks and Recreation Project Coordinator	1	1.00
Parks & Recreation	Teen Program Assistant	3	2.70
Parks & Recreation	Senior Lifeguard	3	2.35
Parks & Recreation	Lifeguard 2	1	0.88
	Department Total	30	27.83
Planning & Community Development	Planning & Community Development Director	1	1.00
Planning & Community Development	Planning Manager	1	1.00
Planning & Community Development	Management Analyst	1	1.00
Planning & Community Development	Permit Services Manager	1	1.00
Planning & Community Development	Senior Planner	2	2.00
Planning & Community Development	Building Official	1	1.00
Planning & Community Development	Associate Planner	3	3.00
Planning & Community Development	Plans Examiner II	1	1.00

2013 City of Shoreline Budgeted Positions and FTE's

Department	Job Title	Position Count	FTE Count
Planning & Community Development	Plans Examiner III	1	1.00
Planning & Community Development	Structural Plans Examiner	1	1.00
Planning & Community Development	Combination Inspector	2	2.00
Planning & Community Development	Code Enforcement Officer	1	1.00
Planning & Community Development	Technical Assistant	2	2.00
Planning & Community Development	Administrative Assistant II	1	1.00
Planning & Community Development	Administrative Assistant III	1	1.00
	Department Total	20	20.00
Public Works	Public Works Director	1	1.00
Public Works	City Engineer	1	1.00
Public Works	Management Analyst	1	1.00
Public Works	Engineering Supervisor	1	1.00
Public Works	Transportation Planning Manager	1	1.00
Public Works	Capital Projects Manager II	2	2.00
Public Works	Construction Inspector Supervisor	1	1.00
Public Works	Development Review Engineer I	1	1.00
Public Works	Development Review Engineer II	1	1.00
Public Works	Senior Planner	1	1.00
Public Works	Public Works Operations Manager	1	1.00
Public Works	Public Works Maintenance Supervisor	1	1.00
Public Works	Senior Public Works Maintenance Worker	1	1.00
Public Works	Public Works Maintenance Worker II	7	7.00
Public Works	Surface Water & Env. Svcs. Manager	1	1.00
Public Works	Administrative Assistant II	2	2.00
Public Works	Administrative Assistant III	1	1.00
Public Works	GIS Specialist	1	1.00
Public Works	Engineering Technician	2	2.00
Public Works	Senior Engineering Technician	1	1.00
Public Works	Traffic Signal Technician	1	1.00
Public Works	City Traffic Engineer	1	1.00
Public Works	Engineer II: Traffic	1	1.00
Public Works	Environmental Educator	1	1.00
Public Works	Environmental Program Assistant	1	1.00
Public Works	Surface Water Quality Specialist	1	1.00
Public Works	Right-of-Way Inspector	2	2.00
	Department Total	37	37.00
	Total City Personnel	144	139.20

City Council

City Council
2013 Budget

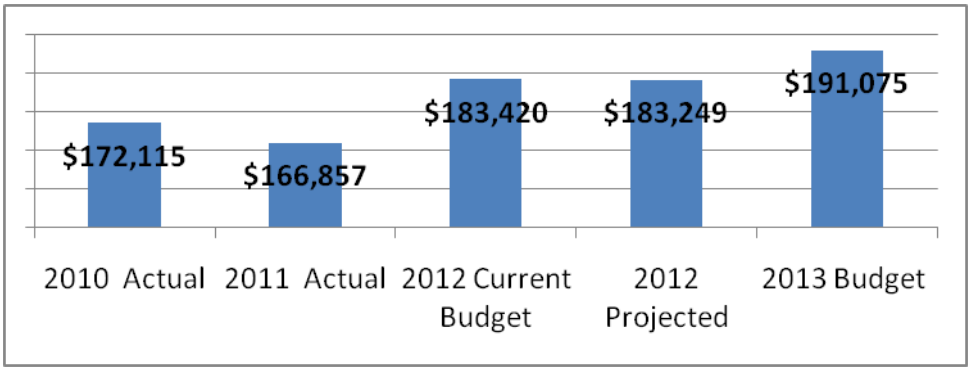
Department Mission Statement

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

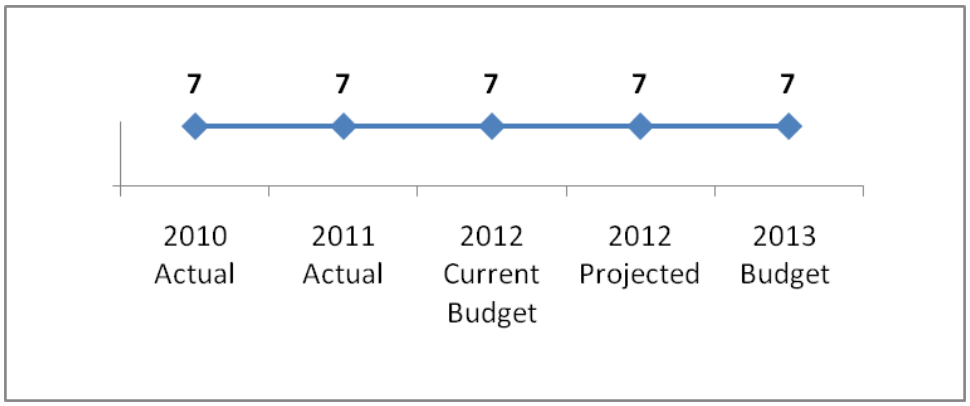
City Council
7 FTE

Mayor	Deputy Mayor	Council-member	Council-member	Council-member	Council-member	Council-member
Keith McGlashan	Chris Eggen	Will Hall	Doris McConnell	Christopher Roberts	Jesse Salomon	Shari Winstead

Expenditures Comparison 2010 – 2013



Staffing Trend 2010 – 2013



City Council
2013 Budget

Staffing Summary by Program 2010 – 2013

Program	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
City Council	7.00	7.00	7.00	7.00	7.00	0.00	0.00%
Total FTE	7.00	7.00	7.00	7.00	7.00	0.00	0.00%

2013 Staffing Summary by Positions and FTEs

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

2012 – 2013 CITY COUNCIL WORKPLAN

Goal No. 1: Strengthen Shoreline's economic base

Goal No. 2: Improve Shoreline's utility, transportation, and environmental infrastructure

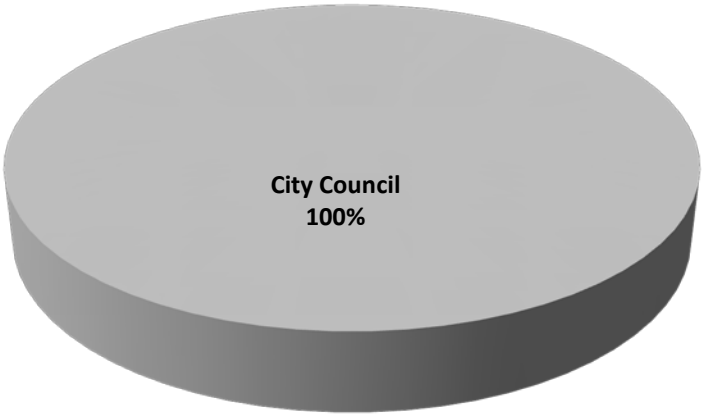
Goal No. 3: Prepare for two Shoreline light rail stations

Goal No. 4: Enhance openness and opportunities for community engagement

City Council
2013 Budget

Expenditures by Program 2010 – 2013

Program Budget	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
City Council	$172,115	$166,857	$183,420	$183,249	$191,075	$7,655	4.17%
Total Program Budget	$172,115	$166,857	$183,420	$183,249	$191,075	$7,655	4.17%



Revenue by Program 2010 – 2013

Program Budget	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
City Council	$0	$0	$0	$0	$0	$0	0.00%
General Fund Subsidy	$172,115	$166,857	$183,420	$183,249	$191,075	$7,655	4.17%
Total Resources	$172,115	$166,857	$183,420	$183,249	$191,075	$7,655	4.17%

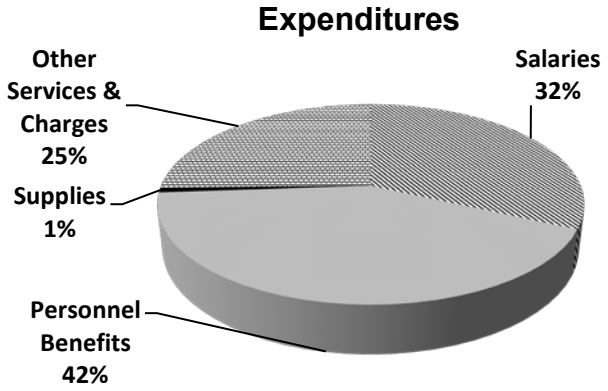
City Council
2013 Budget

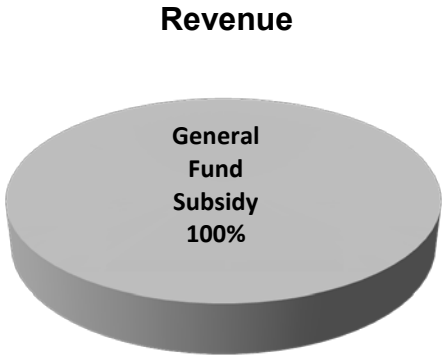
Expenditures by Type 2010- 2013

Object Category Name	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Salaries	$59,753	$60,900	$60,900	$60,900	$60,900	$0	0.00%
Personnel Benefits	$69,254	$68,421	$72,620	$72,618	$80,275	$7,655	10.54%
Supplies	$846	$1,213	$1,500	$1,555	$1,500	$0	0.00%
Other Services & Charges	$42,262	$36,303	$48,400	$48,176	$48,400	$0	0.00%
Intergovernmental Services	$0	$20	$0	$0	$0	$0	0.00%
Total Expenditures	$172,115	$166,857	$183,420	$183,249	$191,075	$7,655	4.17%

Revenue by Type 2010 – 2013

Revenue Source	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Other Revenue	$0	$0	$0	$0	$0	$0	0.00%
General Fund Subsidy	$172,115	$166,857	$183,420	$183,249	$191,075	$7,655	4.17%
Total Resources	$172,115	$166,857	$183,420	$183,249	$191,075	$7,655	4.17%





CITY COUNCIL

PROGRAM PURPOSE:

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.

STRATEGIC OBJECTIVES:

Governmental Excellence

Measurement: EFFECTIVENESS	2009	2010	2011	2012 Est.	2013 Proj.
Percentage of residents that are very/somewhat satisfied with the overall quality of leadership	**47%**	**54%**	**54%**	**59%**	**59%**
Percentage of residents who believe the City is moving in the right direction	**60%**	**71%**	**71%**	**72%**	**72%**

CITY OF SHORELINE

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CITY OF SHORELINE

City Manager's Office

City Manager's Office
2013 Budget

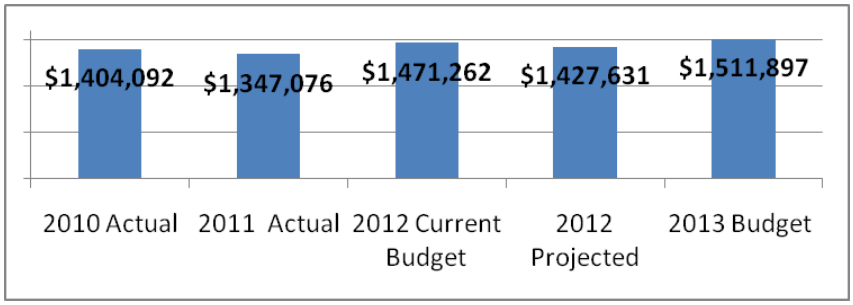
Department Mission Statement

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

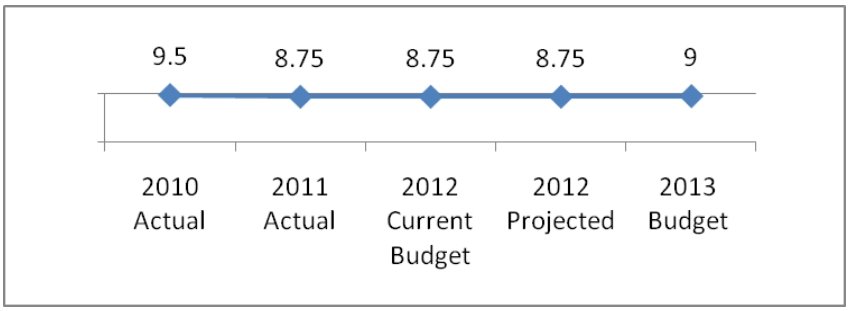
City Manager's Office
9.00 FTE
Julie Underwood - City Manager (206) 801-2211

- City Manager's Office 6.00 FTE
- Communications Program 0.75 FTE
- Intergovernmental Program 1.25 FTE
- Economic Development Program 1.00 FTE

Expenditures Comparison 2010 – 2013



Staffing Trend 2010 – 2013



City Manager's Office
2013 Budget

Staffing Summary by Program 2010 – 2013

Program	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
City Manager's Office	6.00	6.00	6.00	6.00	6.00	0.00	0.00%
Communications Program	1.25	0.50	0.50	0.50	0.75	0.25	50.00%
Intergovernmental Program	1.25	1.25	1.25	1.25	1.25	0.00	0.00%
Economic Development Program	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Total FTE	9.50	8.75	8.75	8.75	9.00	0.25	2.86%

2013 Staffing Summary by Positions and FTEs

Position	Head Count	FTE
City Manager	1	1.00
Assistant City Manager	1	1.00
CMO Management Analyst	2	2.00
Executive Asst. to the City Manager	1	1.00
Communication Assistant	1	1.00
Administrative Assistant III	1	1.00
Economic Development Program Manager	1	1.00
Intergovernmental Programs Manager	1	1.00
Department Total	9	9.00

2012 Council Goals and Workplan Accomplishments

Goal 1: Strengthen Shoreline's economic base

- Developed a five-year Property Tax Exemption program for multi-family housing.
- Partnered with a citizen-led association to launch Shoreline Farmers' Market.
- Gained approval of 2012-2017 Economic Development Strategic Plan.
- Developed Aurora Square Community Renewal Area.

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

- Facilitated SPU Citizen Advisory Committee for developing a recommendation to City Manager on the acquisition of SPU's water system in Shoreline.

Goal 4: Enhance openness and opportunities for community engagement

- Established a partnership with Shoreline Fire Department and Shoreline Community College to share space in City's Currents newsletter.
- Created more opportunities for citizens to inform City about issues by implementing SeeClickFix.

City Manager's Office
2013 Budget

2012 Operational Accomplishments

- Conducted sixth Citizen Satisfaction Survey.
- Participated in regional effort to negotiate new animal services contract with King County.

2013 Council Goals and Workplan Objectives

Goal 1: Strengthen Shoreline's economic base

- Implement 2012-2017 Economic Development Strategic Plan.
- Continue to implement efforts to make permit process predictable, timely and competitive.
- Develop a 10-year Financial Sustainability Plan to achieve sufficient fiscal capacity to fund and maintain priority public services, facilities and infrastructure.

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

- Develop a plan to merge Ronald Wastewater District into City operations as outlined in the 2002 Interlocal Operating Agreement.

Goal 3: Prepare for two Shoreline light rail stations

- Participate as a Cooperating Agency in Sound Transit's environmental process by providing early and continuous input into development of environmental impact statement (EIS).
- Engage community in an education and outreach plan to help residents and businesses prepare for location of new light rail stations.

Goal 4: Enhance openness and opportunities for community engagement

- Communicate and provide opportunities for public input on key policies and initiatives, including Comprehensive Plan Update, light rail planning and City projects.
- Continue to support neighborhood associations and volunteer initiatives and to host community forums and workshops.

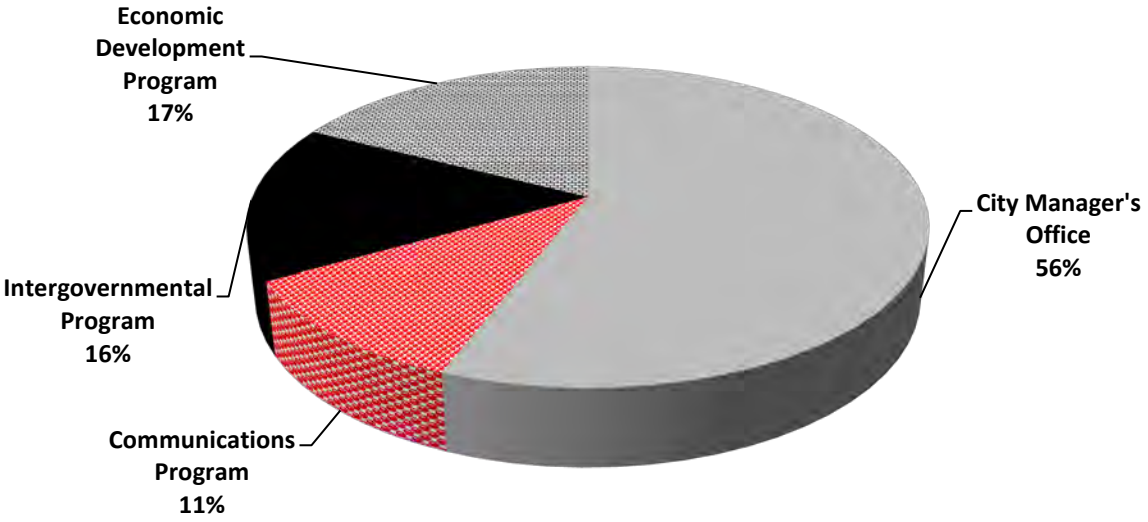
2013 Operational Objectives

- Conduct Employee Satisfaction Survey.

City Manager's Office
2013 Budget

Expenditures by Program 2010 – 2013

Program Budget	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
City Manager's Office	$798,087	$801,469	$810,548	$806,102	$844,419	$33,871	4.18%
Communications Program	$222,955	$109,821	$190,440	$162,260	$165,306	($25,134)	(13.20%)
Intergovernmental Program	$213,365	$229,317	$222,604	$222,604	$238,386	$15,782	7.09%
Economic Development Program	$169,685	$206,469	$247,670	$236,665	$263,786	$16,116	6.51%
Total Program Budget	$1,404,092	$1,347,076	$1,471,262	$1,427,631	$1,511,897	$40,635	2.76%



Revenue by Program 2010 – 2013

Program Budget	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Intergovernmental Revenues	$0	$4,246	$0	$0	$0	$0	0.00%
General Fund Subsidy	$1,404,092	$1,342,830	$1,471,262	$1,427,631	$1,511,897	$40,635	2.76%
Total Resources	$1,404,092	$1,347,076	$1,471,262	$1,427,631	$1,511,897	$40,635	2.76%

City Manager's Office
2013 Budget

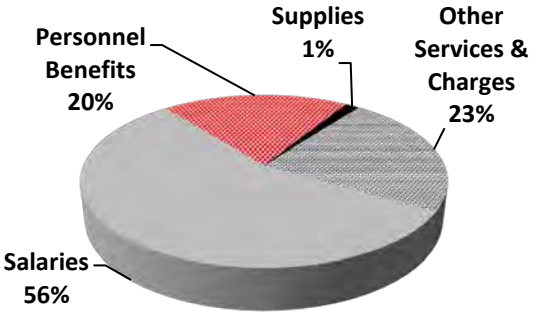
Expenditures by Type 2010 – 2013

Object Category Name	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Salaries	$810,324	$783,681	$803,012	$803,011	$845,691	$42,679	5.31%
Personnel Benefits	$221,574	$252,043	$257,364	$257,353	$296,014	$38,650	15.02%
Supplies	$8,602	$13,903	$14,725	$26,632	$22,225	$7,500	50.93%
Other Services & Charges	$363,572	$295,508	$396,161	$340,485	$347,967	($48,194)	(12.17%)
Intergovernmental Services	$20	$1,941	$0	$0	$0	$0	0.00%
Interfund Payments for Service	$0	$0	$0	$150	$0	$0	0.00%
Total Expenditures	$1,404,092	$1,347,076	$1,471,262	$1,427,631	$1,511,897	$40,635	2.76%

Revenue by Type 2010 – 2013

Revenue Source	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Intergovernmental Revenues	$0	$4,246	$0	$0	$0	$0	0.00%
General Fund Subsidy	$1,404,092	$1,342,830	$1,471,262	$1,427,631	$1,511,897	$40,635	2.76%
Total Resources	$1,404,092	$1,347,076	$1,471,262	$1,427,631	$1,511,897	$40,635	2.76%

Expenditures



Revenue

Budget Changes

Personnel

- ✓ Communications Assistant position increased from 0.75 FTE to 1.0 FTE to address communication program needs within the City and with the community created by Council Goal No. 4 – Enhance openness and opportunities for community engagement. Reductions in professional service costs were made to fund the increased personnel costs.

City Manager's Office
2013 Budget

Expenditures

- ✓ Shifted Economic Development's allocation of support for North City Jazz Walk in 2013 from Professional Services to Overtime ($1,500) and Program Supplies ($3,500).
- ✓ Increased Economic Development's Program Supplies by $5,000 for sponsorships of the Shoreline Farmer's Market to ensure that operation continues each summer.
- ✓ Increased City Manager's Office's Professional Services by $1,000, which is offset by a $1,000 decrease to Office Supplies.
- ✓ Removed $31,000 from Communications' Professional Services for the citizen survey to be done every two years (completed in 2012) and reduced other expenditures to offset the 0.25 FTE increase of the Communications Assistant position.
- ✓ Increased Governmental Relations' Professional Services by $5,000 to account for a longer legislative session and by $1,937 for the federal lobbyist contract due to inflation.
- ✓ Economic Development Professional Services: Removed 2011 carryover of $8,976 and replaced one-time 2012 allocation of $25,000 for major development projects with one-time 2013 allocation of $25,000 to address the needs created to partner with private enterprise in the redevelopment of Aurora Square. Added $10,000 (one-time funding) for a Business Mini-Grant Pilot Program that will make small grants available to shopping areas to enhance residents' shopping and dining experience.

CITY MANAGER'S OFFICE

PROGRAM PURPOSE:

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

STRATEGIC OBJECTIVES:

Governmental Excellence

Measurement: EFFECTIVENESS	2009	2010	2011	2012 Est.	2013 Proj.
Percent of residents who are very/somewhat satisfied with the overall quality of services	70%	72%	72%	75%	75%
Percentage of employees who have a clear understanding of City's mission, goals, and organizational values	98%	98%	90%	90%	95%
Percentage of employees who rate the City as "one of the best" or "above average" as an organization to work for compared with other	80%	80%	63%	63%	70%
Percentage of residents that say they trust the City of Shoreline to spend their tax dollars responsibly.	-	73%	73%	72%	72%
Percentage of residents who are satisfied or very satisfied with the effectiveness of the City Manager and appointed staff	54%	57%	57%	59%	59%

Measurement: EFFICIENCY	2009	2010	2011	2012 Est.	2013 Proj.
Number of regular City employees per 1,000 population	2.72	2.71	2.69	2.68	2.61
Operating expenditures per capita (actual $)	$573	$591	$582	$638	$654
Operating expenditures per capita adjusted for inflation	$452	$468	$447	$495	$481
Program budget as a percent of the City's operating budget	2.5%	2.7%	2.7%	2.5%	2.4%
Support service costs as a percentage of the City's operating expenditures	17.30%	16.42%	16.05%	15.80%	15.00%
Total average process time to respond to citizen letters or emails (calendar days).	12	9	15	8	12

COMMUNICATIONS

PROGRAM PURPOSE:

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.

STRATEGIC OBJECTIVES:

Effective Citizen Communication and Engagement

Measurement: EFFECTIVENESS	2009	2010	2011	2012 Est.	2013 Proj.
Percentage of internal customers rating Communications overall services as good or excellent	95%	95%	95%	95%	95%
Percentage of residents who are satisfied with the quality of the City's newsletter, "Currents"	76%	83%	83%	78%	78%
Percentage of residents who are satisfied with the quality of the City's website	49%	52%	52%	55%	55%

Measurement: WORKLOAD	2009	2010	2011	2012 Est.	2013 Proj.
Number of website visits	69,600	74,000	77,400	88,000	100,000

INTERGOVERNMENTAL RELATIONS

PROGRAM PURPOSE:

The Intergovernmental Relations program provides staff support for legislative objectives and intergovernmental alliances and partnerships that further the City's goals and priorities.

STRATEGIC OBJECTIVES:

Governmental Excellence

Measurement: EFFICIENCY	2009	2010	2011	2012 Est.	2013 Proj.
Intergovernmental Relations as a percentage of the City's operating budget	**0.67%**	**0.71%**	**0.73%**	**0.67%**	**0.68%**

ECONOMIC DEVELOPMENT: BUSINESS ATTRACTION AND RETENTION

PROGRAM PURPOSE:

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.

STRATEGIC OBJECTIVES:

Economic Vitality and Financial Stability

Measurement: EFFECTIVENESS	2009	2010	2011	2012 Est.	2013 Proj.
Percentage of City assessed valuation that is classified commercial	**8.60%**	**20.40%**	**21.26%**	**22.14%**	**22.70%**
Sales Tax Per Capita	**$109.47**	**$108.40**	**$113.05**	**$118.45**	**$123.42**

Community Services

Community Services
2013 Budget

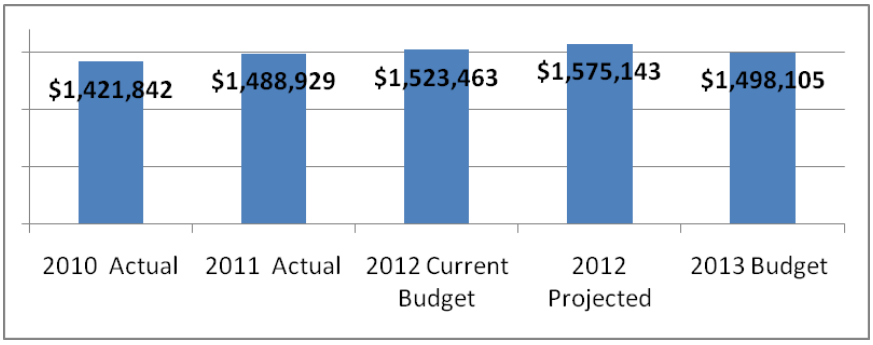
Department Mission Statement

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

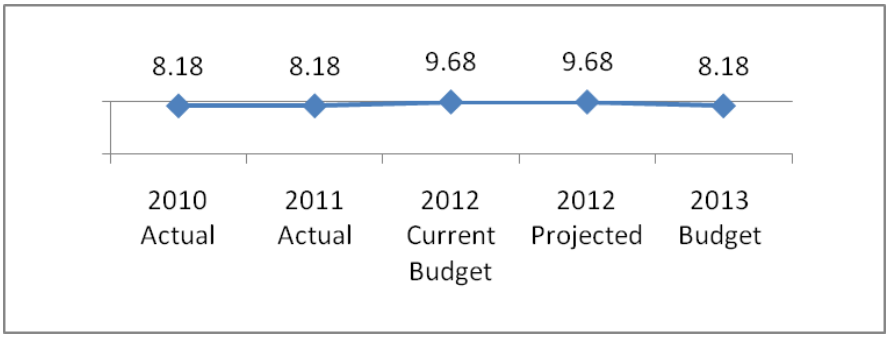
Community Services
8.18 FTE
Rob Beem - Community Services Manager (206) 801-2251

- Human Services 1.47 FTE
- Emergency Management Planning 1.29 FTE
- Neighborhoods 1.29 FTE
- 24 Hour Customer Response Team 1.98 FTE
- Code Enforcement Team 2.15 FTE

Expenditures Comparison 2010 – 2013



Staffing Trend 2010 – 2013



Community Services
2013 Budget

Staffing Summary by Program 2010 – 2013

Program	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Neighborhoods	1.29	1.29	1.29	1.29	1.29	0.00	0.00%
24 Hour Customer Service	1.36	1.36	1.36	1.65	1.98	0.62	45.28%
Code Enforcement Team	2.77	2.77	2.77	2.48	2.15	(0.62)	(22.30%)
Emergency Management Planning	1.29	1.29	1.29	1.29	1.29	0.00	0.00%
Human Services	1.47	1.47	1.47	1.47	1.47	0.00	0.00%
Animal Control	0.00	0.00	1.50	1.50	0.00	(1.50)	(100.00%)
Total FTE	8.18	8.18	9.68	9.68	8.18	0.00	0.00%

2013 Staffing Summary by Positions and FTEs

Position	Head Count	FTE
Community Services Manager	1	1.00
Grants Coordinator	0	0.18
Neighborhoods Coordinator	2	1.00
Human Services Planner (Associate Planner)	1	0.50
Administrative Assistant II	2	1.50
Emergency Management Coordinator	1	1.00
Customer Response Team (CRT) Supervisor	1	1.00
CRT Representative	2	2.00
Department Total	10	8.18

2012 Council Goals and Workplan Accomplishments

Goal 1: Strengthen Shoreline's economic base

- Provided education and outreach increasing Shoreline's resident access to Earned Income Tax Credit program, generating additional $3-4 Million in household incomes for Shoreline residents.
- Maintained appearance of the City with the graffiti abatement and removal and weekly cleanups on Aurora and 15th Ave NE.
- Promoted Business Continuity Planning with small businesses.

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

- Facilitated ongoing emergency preparedness planning and interaction with our regional utility and transportation partners.

Goal 3: Prepare for two Shoreline light rail stations

- Coordinated with neighborhoods to host community meetings around light rail and station area planning.
- Participated in scoping for Sound Transit's Draft Environmental Impact Statement (DEIS) relating to human services and emergency management needs and opportunities.

Goal 4: Enhance openness and opportunities for community engagement

- Supported neighborhood outreach to wider audience by providing a Facebook "how to" workshop for neighborhood associations.
- Enhanced citizens 24/7 ability to report issues around the city with implementation of SeeClickFix smart device application.
- Began meeting bi-monthly with members of Community Services Department, Police and Fire Department who provide community outreach so as to better coordinate and enhance our efforts.

2012 Operational Accomplishments

- Led implementation team for City-wide Healthy City strategy, which included Shoreline Eats4Health educational event, Monster Mash Dash 5k Family Fun Run/Walk, and enhanced web presence with healthy information and events.
- Led partnership with North Urban Human Services Alliance and United Way to increase engagement of volunteers in Shoreline and north King County agencies' service delivery.
- Sponsored Non-Profits and the Law workshop for Neighborhood Associations and non-profits serving Shoreline citizens to support capacity-building.
- Provided leadership and coordination for National Night Out with record number of 45+ registrations and estimated 1900 participants.
- Received national recognition from Neighborhoods USA for local efforts: volunteer-produced trail by Echo Lake Neighborhood Association and newspaper produced by Richmond Beach Community Association.

2013 Council Goals and Workplan Objectives

Goal 1: Strengthen Shoreline's economic base

- Promote Business Continuity Planning with small businesses as part of emergency preparedness.

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

- Implement the City's 2009 Hazard Mitigation Plan's Mitigation Strategy 4, to ensure that contracts and franchises with Utility Service Providers mitigate risks, increase the resilience of utilities and infrastructure and foster partnerships that improve coordination.

Goal 3: Prepare for two Shoreline light rail stations

- Promote, facilitate and coordinate outreach activities to neighborhood associations and residents regarding station area planning.

Goal 4: Enhance openness and opportunities for community engagement

- Deploy existing language translation service tools for non-native English speakers to better access City services.
- Continue broadening scope of neighborhood outreach efforts to engage new resident populations through events and activities.
- Continue meeting bi-monthly with members of Community Services, Police, and Fire Departments who provide community outreach so as to better coordinate and enhance our efforts.

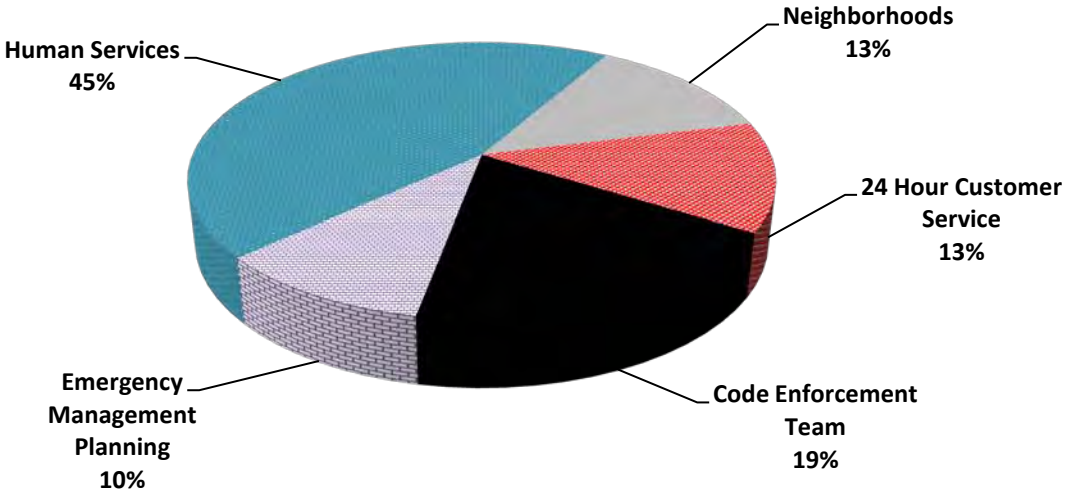
2013 Operational Objectives

- Support and facilitate effective communication and positive relationship-building between public, private and faith-based partners regarding proposed housing developments.
- Sponsor one or more educational workshops for neighborhoods and community members on topics such as leadership development, youth development, building resiliency in individuals and capacity-building in organizations.

Community Services
2013 Budget

Expenditures by Program 2010 – 2013

Program Budget	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Neighborhoods	$156,277	$166,852	$179,906	$179,906	$191,164	$11,258	6.26%
24 Hour Customer Service	$138,086	$146,805	$182,446	$183,033	$191,043	$8,597	4.71%
Code Enforcement Team	$280,356	$298,060	$273,668	$274,549	$286,564	$12,896	4.71%
Emergency Management Planning	$207,722	$231,105	$190,620	$248,340	$153,755	($36,865)	(19.34%)
Human Services	$639,401	$646,107	$696,823	$689,315	$675,579	($21,244)	(3.05%)
Total Program Budget	$1,421,842	$1,488,929	$1,523,463	$1,575,143	$1,498,105	($25,358)	(1.66%)



Revenue by Program 2010 – 2013

Program Budget	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Emergency Management Planning	$69,242	$93,566	$40,588	$98,308	$0	($40,588)	(100.00%)
Customer Response Team	$426	$551	$0	$2,254	$0	$0	0.0%
Human Services	$180,477	$171,615	$170,162	$165,320	$157,375	($12,787)	(7.51%)
Total Program Revenue	$250,145	$265,732	$210,750	$265,882	$157,375	($53,375)	(25.33%)
General Fund Subsidy	$1,171,697	$1,223,197	$1,312,713	$1,309,261	$1,340,730	$28,017	2.13%
Total Resources	$1,421,842	$1,488,929	$1,523,463	$1,575,143	$1,498,105	($25,358)	(1.66%)

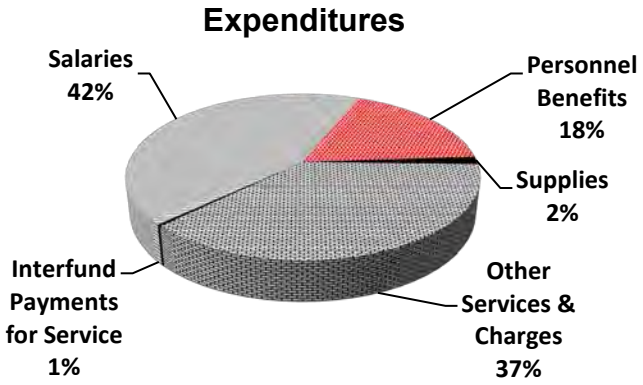
Community Services
2013 Budget

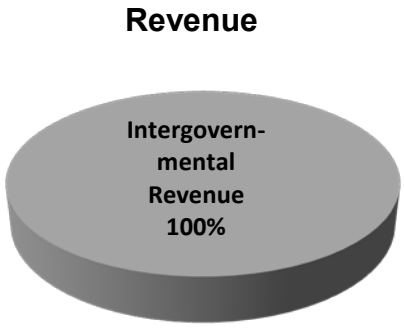
Expenditures by Type 2010 – 2013

Object Category Name	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Salaries	$606,794	$617,247	$641,660	$673,084	$633,352	($8,308)	(1.29%)
Personnel Benefits	$195,567	$211,868	$227,072	$234,662	$266,405	$39,333	17.32%
Supplies	$51,690	$25,675	$36,260	$44,937	$22,333	($13,927)	(38.41%)
Other Services & Charges	$524,516	$558,718	$597,233	$601,212	$556,928	($40,305)	(6.75%)
Intergovernmental Services	$2,090	$12,157	$7,636	$7,646	$5,000	($2,636)	(34.52%)
Capital Outlays	$32,029	$44,021	$0	$0	$0	$0	0.00%
Interfund Payments for Service	$9,156	$19,243	$13,602	$13,602	$14,087	$485	3.57%
Total Expenditures	$1,421,842	$1,488,929	$1,523,463	$1,575,143	$1,498,105	($25,358)	(1.66%)

Revenue by Type 2010 – 2013

Revenue Source	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Intergovernmental Revenue	$249,719	$265,181	$210,750	$265,882	$157,375	($53,375)	(25.33%)
Miscellaneous Revenue	$426	$551	$0	$0	$0	$0	0.00%
Total Revenue	$250,145	$265,732	$210,750	$265,882	$157,375	($53,375)	(25.33%)
General Fund Subsidy	$1,171,697	$1,223,197	$1,312,713	$1,309,261	$1,340,730	$28,017	2.13%
Total Resources	$1,421,842	$1,488,929	$1,523,463	$1,575,143	$1,498,105	($25,358)	(1.66%)





Community Services
2013 Budget

Budget Changes

Personnel

- ✓ Removed 1.5 FTE for Animal Control Officers and one-time startup costs of $43,000 due to the decision to renew a three year contract with King County (Regional Animal Services of King County) in-lieu of bringing the operation in-house.

Revenues

- ✓ Liquor Excise Tax Revenue: Revenues are expected to drop from the 2012 budget by $4,436 due to legislative actions that temporarily suspend distributions during the first half of 2013. Liquor excise tax distributions are scheduled to begin again in October 2013.

NEIGHBORHOODS

PROGRAM PURPOSE:

The Council of Neighborhoods was created in 1996 by City Council Resolution No. 54 to provide a vehicle for two-way communication between the City and its residents. The Neighborhoods program provides support, advice and assistance to the Council of Neighborhoodsand neighborhood associations to build healthy, vibrant neighborhoods.

The Mini-Grant program was created in 1996 by City Council Resolution No. 54 to provide funding for neighborhood groups to make improvements that enhance the Shoreline community.

STRATEGIC OBJECTIVES:

Effective Citizen Communication and Engagement

Measurement: EFFECTIVENESS	**2009**	**2010**	**2011**	**2012 Est.**	**2013 Proj.**
Percentage of internal customers rating neighborhoods overall services as good or excellent	**95%**	**98%**	**98%**	**98%**	**98%**
Percentage of residents rating the condition of their neighborhoods as excellent or good	**62%**	**64%**	**64%**	**64%**	**64%**
Percentage of residents who think Shoreline is an excellent or good place to live	**93%**	**95%**	**95%**	**95%**	**95%**
Percentage of residents who think that the overall quality of life in the City is excellent or good	**85%**	**85%**	**85%**	**85%**	**85%**

Measurement: WORKLOAD	**2009**	**2010**	**2011**	**2012 Est.**	**2013 Proj.**
Dollar value of improvements funded through the mini-grant program	**$23,383**	**$7,022**	**$14,301**	**$20,000**	**$20,000**
Number of Neighborhoods/Grants	**6**	**2**	**6**	**5**	**5**

24 HOUR CUSTOMER RESPONSE TEAM

PROGRAM PURPOSE:

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

STRATEGIC OBJECTIVES:

Quality Services, Facilities and Infrastructure

Measurement: EFFECTIVENESS	2009	2010	2011	2012 Est.	2013 Proj.
Percentage of customer requests responded to within 24 hours	93%	92%	97%	97%	97%
Percentage of external customers giving CRT services a good or excellent rating	99%	97%	98%	98%	98%
Percentage of requests inspected within 5 working days.	93%	94%	97%	98%	98%

Measurement: EFFICIENCY	2009	2010	2011	2012 Est.	2013 Proj.
Average cost per service request	$119	$108	$148	$144	$149
Average number of service requests per FTE	822	940	725	683	732

Measurement: WORKLOAD	2009	2010	2011	2012 Est.	2013 Proj.
Number of Adopt-A-Road Cleanups supported	25	66	53	26	50
Number of customer requests for service	1,980	1,552	1,436	1,469	1,500
Number of service requests for hazard/hazmat	123	133	108	105	100
Number of service requests for litter/garbage	228	351	307	163	200
Number of service requests for mitigating drainage issues	89	74	39	26	25
Number of service requests for roads repair	66	68	93	110	85

24 HOUR CUSTOMER RESPONSE TEAM

	2009	2010	2011	2012 Est.	2013 Proj.
Number of service requests for signs.	**284**	**191**	**190**	**187**	**190**
Number of service requests for vegetation	**226**	**205**	**131**	**204**	**200**

EMERGENCY MANAGEMENT PLANNING

PROGRAM PURPOSE:

Emergency Management - provides the ability for the city to prepare for, to respond to, to mitigate for, and recover from emergencies and disasters that impact the City of Shoreline. This is done by educating staff and community members in emergency management issues so that we can minimize the loss of life and injury, protect the economy, property and the environment and restore effective management to the city as quickly as possible after an event.

STRATEGIC OBJECTIVES:

Safe and Attractive Neighborhoods and Business Districts

Measurement: EFFECTIVENESS	**2009**	**2010**	**2011**	**2012 Est.**	**2013 Proj.**
Percent of Hazard Mitigation Plan completed	**100%**	**21%**	**77%**	**92%**	**97%**
Percent of regular staff trained in emergency planning and preparedness	**70%**	**95%**	**95%**	**95%**	**95%**
Percent of required staff who are trained to federal mandates in emergency management practices	**100%**	**100%**	**100%**	**100%**	**100%**

Measurement: WORKLOAD	**2009**	**2010**	**2011**	**2012 Est.**	**2013 Proj.**
Number of classes and staff trained facilitated by EMC	**3:56**	**6:110**	**4:35**	**11:136**	**4:50**
Number of Community Emergency Response volunteers trained	**20**	**13**	**23**	**20**	**20**
Number of presentations and training provided to the community (block watches, neighborhoods, businesses, faith groups, civic groups and staff)	**70**	**75**	**63**	**30**	**30**
Number of table tops, functional and full scale excercises conducted	**1**	**1**	**1**	**1**	**1**

Measurement: INPUT	**2009**	**2010**	**2011**	**2012 Est.**	**2013 Proj.**
Amount of Grant funds awarded to the City	**$35,441**	**$145,858**	**$57,593**	**$57,720**	**$45,554**

HUMAN SERVICES: SUPPORT FOR SOCIAL AGENCIES

PROGRAM PURPOSE:

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

STRATEGIC OBJECTIVES:

Human Services

Measurement: EFFECTIVENESS	2009	2010	2011	2012 Est.	2013 Proj.
Percentage of service goals met by human service contractors	85%	85%	85%	90%	90%
Total loan value of major home repairs	$124,338	$58,386	$89,215	$95,000	$70,450

Measurement: EFFICIENCY	2009	2010	2011	2012 Est.	2013 Proj.
Program cost per capita	$12.79	$12.06	$12.14	$13.10	$12.94
Program expenditures as a percentage of City's operating budget	2.23%	2.11%	2.06%	2.06%	1.94%

Measurement: WORKLOAD	2009	2010	2011	2012 Est.	2013 Proj.
Number of community partnerships and collaborations supported	8	8	8	9	8
Number of individuals served at the Shoreline Senior Center	1,517	1,591	1,645	1,400	1,400
Number of major home repair projects completed	8	5	4	7	6
Number of minor home repairs households served.	60	52	45	55	55

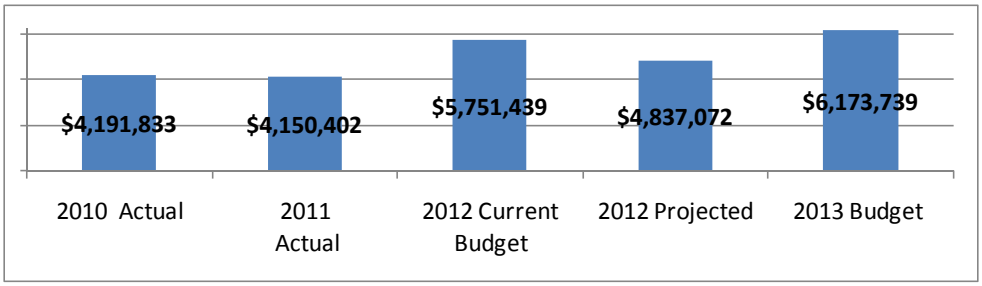
Administrative Services

Administrative Services
2013 Budget

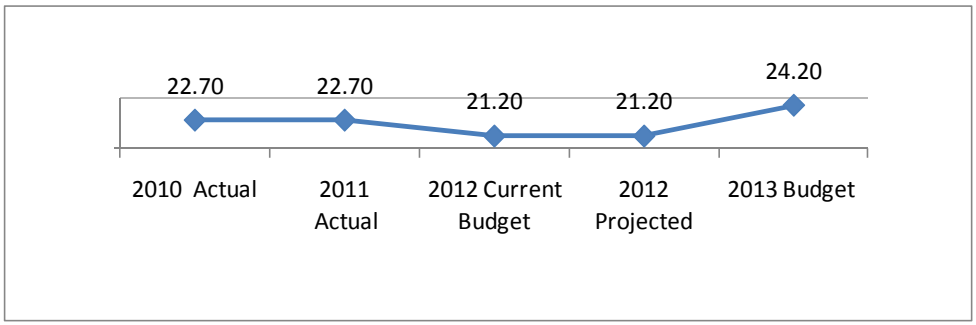
Department Mission Statement

The Administrative Services Department provides excellent and innovative financial and technological services to city departments for the purpose of enhancing the community of Shoreline and supports open government and the democratic process by preserving and maximizing public access to the City's official records and by facilitating the legislative process.

Expenditures Comparison 2010 – 2013



Staffing Trend 2010 – 2013



Administrative Services
2013 Budget

Staffing Summary by Program 2010 – 2013

Program	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Public Records and City Council Meeting Management	4.00	4.00	4.00	4.00	4.00	0.00	0.00%
Administration Services Director's Office	2.50	2.50	2.00	2.00	2.00	0.00	0.00%
Financial Planning & Accounting Services	6.63	6.63	5.63	5.63	6.63	1.00	17.67%
Purchasing	1.75	1.75	2.75	2.75	1.25	(1.50)	(54.55%)
Public Facility & Vehicle Maintenance & Operations					4.50	4.50	
Geographical Information Services	1.05	1.05	1.00	1.00	0.00	(1.00)	(100.00%)
Information Technology Operations & Security Administration	4.40	4.40	3.00	3.00	3.00	0.00	0.00%
Web Development			1.00	1.00	1.00	0.00	0.00%
Information Technology Strategic Plan Implementation	1.55	1.55	1.00	1.00	1.00	0.00	0.00%
Grant Research & Development	0.20	0.20	0.70	0.70	0.70	0.00	0.00%
Capital Projects	0.62	0.62	0.12	0.12	0.12	0.00	0.00%
Total FTE	22.70	22.70	21.20	21.20	24.20	3.00	14.13%

2013 Staffing Summary by Positions and FTEs

Position	Head Count	FTE
Administrative Services Director	1	1.00
Finance Manager	1	1.00
City Clerk	1	1.00
Information Systems Manager	1	1.00
Deputy City Clerk	1	1.00
Records Coordinator	1	1.00
Administrative Assistant II	2	2.00
Central Services Manager	1	1.00
Finance Technician	1	0.63
Buyer	1	0.75
(*) AP/Payroll Technician	1	1.00
Payroll Officer	1	1.00
Staff Accountant	1	1.00
Budget Analyst	1	1.00
Budget and Financial Systems Analyst	1	1.00
Grants Coordinator	1	0.82
Administrative Assistant III	1	1.00
Database Administrator	1	1.00
Management Analyst	1	1.00
Facilities Maint. Worker I	1	1.00
Senior Facilities Maintenance Worker	1	1.00
Web Developer	1	1.00
Computer/Network Specialist	2	2.00
Department Total	25.00	24.20

(*) Position moved from Purchasing to Financial Planning & Accounting Services

Administrative Services
2013 Budget

2012 Council Goals and Workplan Accomplishments

Goal 1: Strengthen Shoreline's economic base

- Initiated development of ten-year Financial Sustainability Plan:
    - Purchased software for scenario planning and developed initial forecast.
    - Worked with departments to inventory and cost existing services.
- Aligned process for reviewing and adopting Capital Improvement Program with Operating Budget.

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

- Assisted Public Works with reviewing financial information in SPU Acquisition due diligence process.

Goal 4: Enhance openness and opportunities for community engagement

- Improved search capability of City's website.

2012 Operational Accomplishments

- Supported City's Environmental Sustainability Strategy through following resource reduction and cost saving efforts:
    - Moved from 30% recycled to 100% recycled copy paper
    - Transitioned budget and capital improvement documents to electronic versions
    - Transitioned to paperless Council agenda packets and correspondence via iPads
    - Transitioned to using web based code books reducing use of hard copy books
    - Transitioned to brighter and more efficient LED light bars on fleet vehicles, requiring less battery power and reducing vehicle and fuel use
- Upgraded Records Center with high-density file storage and filing systems.
- Shared costs by participating with a consortium of Central Puget Sound cities, counties and utility district to update key GIS databases for high resolution aerial photography, impervious surfaces and topography to support utility, transportation and environmental planning.

2013 Council Goals and Workplan Objectives

Goal 1: Strengthen Shoreline's economic base

- Complete development of ten-year Financial Sustainability Plan:
    - Complete evaluation of service levels and costing of services and prepare financial scenarios.
    - Work directly with Council subcommittee on a community outreach initiative and development and review of plan.
- Initiate upgrade of permitting module.

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

- Assist Public Works on proposal to develop Local Improvement Districts to fund neighborhood sidewalks.

Goal 4: Enhance openness and opportunities for community engagement

- Produce a guide for doing business with City.
- Move GIS Server to a cloud computing environment and deploy map based information to public.

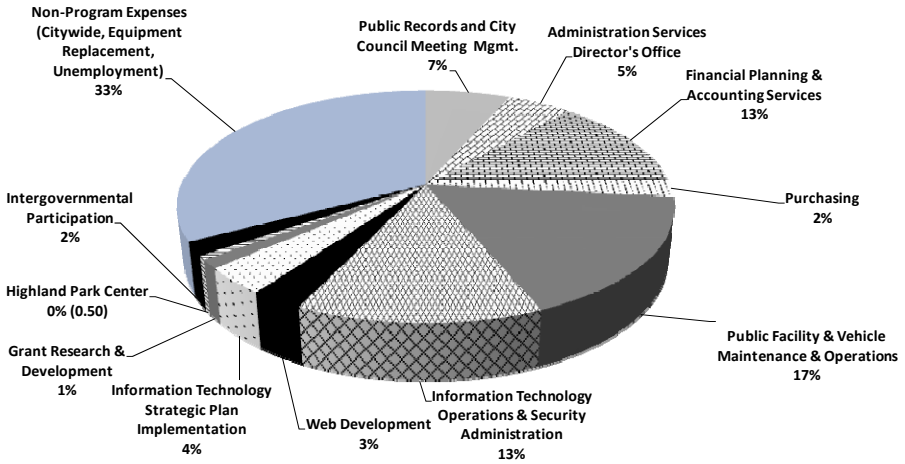
2013 Operational Objectives

- Implement Financial System (IFAS) including time keeping module.
- Support implementation of PW Asset Management System.

Administrative Services
2013 Budget

Expenditures by Program 2010 – 2013

Program Budget	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Public Records and City Council Meeting Mgmt.	$358,319	$392,054	$394,083	$389,560	$409,245	$15,162	3.85%
Administration Services Director's Office	$318,630	$239,379	$296,755	$303,755	$307,583	$10,828	3.65%
Financial Planning & Accounting Services	$742,753	$738,719	$739,208	$709,453	$784,492	$45,284	6.13%
Purchasing	$157,515	$153,804	$245,152	$220,758	$142,262	($102,890)	(41.97%)
Public Facility & Vehicle Maintenance & Operations	$154,633	$173,762	$197,250	$197,250	$1,047,862	$850,612	
Geographical Information Services	$171,395	$163,404	$194,924	$185,290	$0	($194,924)	(100.00%)
Information Technology Operations & Security Administration	$885,719	$771,187	$826,504	$815,151	$834,464	$7,960	0.96%
Web Development	$858	$144,110	$159,151	$158,558	$179,921	$20,770	13.05%
Information Technology Strategic Plan Implementation	$277,860	$234,947	$339,794	$340,473	$228,294	($111,500)	(32.81%)
Grant Research & Development	$18,201	$20,839	$72,307	$71,412	$74,697	$2,390	3.31%
Highland Park Center	$12,048	$7,095	$30,988	$30,988	$32,268	$1,280	4.13%
Intergovernmental Participation	$118,938	$118,831	$118,073	$118,073	$117,762	($311)	(0.26%)
Non-Program Expenses (Citywide, Equipment Replacement, Unemployment)	$974,964	$992,271	$2,137,250	$1,296,351	$2,014,889	($122,361)	(5.73%)
Total Program Budget	$4,191,833	$4,150,402	$5,751,439	$4,837,072	$6,173,739	$422,300	7.34%



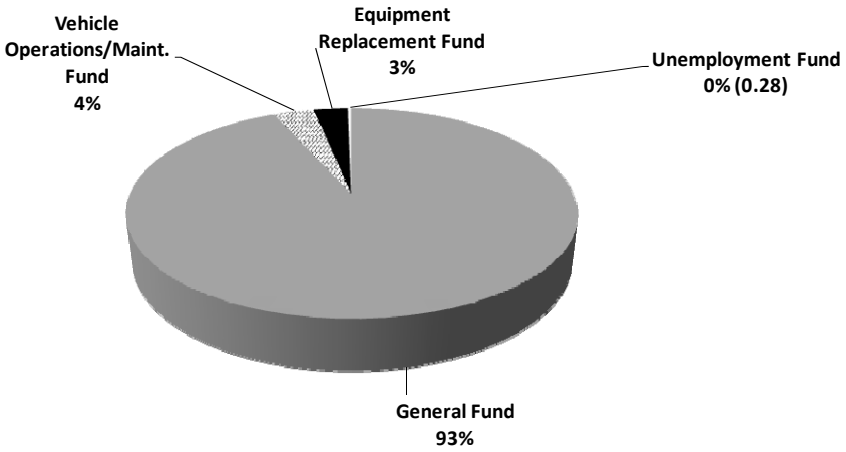
Revenue by Program 2010 – 2013

Program Budget	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Public Records and City Council Meeting Mgmt.	$169,086	$196,551	$171,650	$171,500	$168,650	($3,000)	(1.75%)
Finance Administration	$0	$5,000	$20,000	$22,000	$25,000	$5,000	25.00%
Financial Planning & Accounting Services	$1,927	$1,800	$1,800	$1,800	$1,800	$0	0.00%
Web Development	$0	$320	$1,826	$1,826	$1,826	$0	0.00%
Public Facility & Vehicle Maintenance & Operations	$142,477	$174,714	$182,250	$185,971	$198,635	$16,385	8.99%
Highland Park Center	$68,418	$70,507	$73,588	$71,967	$73,651	$63	0.09%
Non-Program Expenses (Citywide, Equipment Replacement, Unemployment)	$95,106	$298,646	$289,341	$283,340	$279,106	($10,235)	(3.54%)
Total Program Revenue	$477,014	$747,538	$740,455	$738,404	$748,668	$8,213	1.11%
Use of Vehicle Operations/Maint. Fund Balance	$12,156	($952)	$15,000	$11,279	$15,000	$0	0.00%
Use of Equipment Replacement Fund Balance	$83,503	($100,188)	($185,979)	($178,478)	($190,285)	($4,306)	2.32%
Use of Unemployment Fund Balance	$2,364	$14,682	$21,764	$21,764	$0	($21,764)	(100.00%)
General Fund Subsidy	$3,616,796	$3,489,322	$5,160,199	$4,244,103	$5,600,356	$440,157	8.53%
Total Resources	$4,191,833	$4,150,402	$5,751,439	$4,837,072	$6,173,739	$422,300	7.34%

Administrative Services
2013 Budget

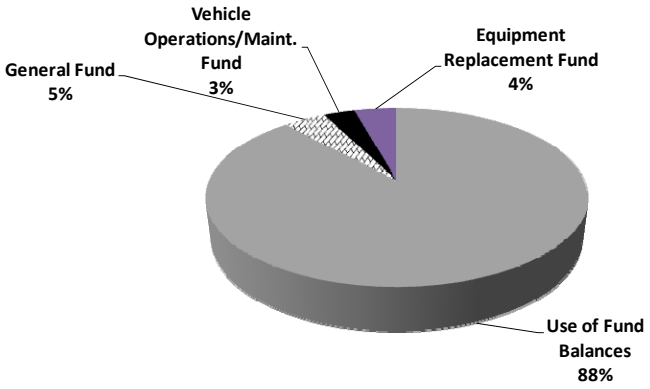
Expenditures by Fund 2010 – 2013

Expenditures By Fund	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
General Fund	$3,834,701	$3,797,313	$5,123,968	$4,209,601	$5,760,283	$636,315	12.42%
Vehicle Operations/Maintenance Fund	$154,633	$173,762	$197,250	$197,250	$213,635	$16,385	8.31%
Equipment Replacement Fund	$189,982	$154,571	$340,675	$340,675	$182,321	($158,354)	(46.48%)
Unemployment Fund	$12,517	$24,756	$89,546	$89,546	$17,500	($72,046)	(80.46%)
Total Fund Expenditures	$4,191,833	$4,150,402	$5,751,439	$4,837,072	$6,173,739	$422,300	7.34%



Revenue by Fund 2010 - 2013

Revenue By Fund	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
General Fund	$261,987	$317,991	$298,864	$300,593	$277,427	($21,437)	(7.17%)
Vehicle Operations/ Maintenance Fund	$142,477	$174,714	$182,250	$185,971	$198,635	$16,385	8.99%
Equipment Replacement Fund	$72,397	$254,759	$259,291	$251,790	$272,606	$13,315	5.14%
Unemployment Fund	$153	$74	$50	$50	$0	($50)	(100.00%)
General Fund Subsidy	$3,616,796	$3,489,322	$5,160,199	$4,244,103	$5,600,356	$440,157	8.53%
Use of Vehicle Operations/Maint. Fund Balance	$12,156	($952)	$15,000	$11,279	$15,000	$0	0.00%
Use of Equipment Replacement Fund Balance	$83,503	($100,188)	($185,979)	($178,478)	($190,285)	($4,306)	2.32%
Use of Unemployment Fund Balance	$2,364	$14,682	$21,764	$21,764	$0	($21,764)	(100.00%)
Total Fund Revenue	$4,191,833	$4,150,402	$5,751,439	$4,837,072	$6,173,739	$448,370	7.80%



Administrative Services
2013 Budget

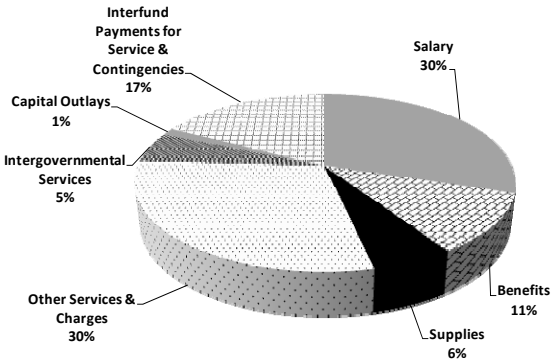
Expenditures by Type 2010 – 2013

Object Category Name	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Salary	$1,630,252	$1,570,880	$1,609,382	$1,560,884	$1,834,152	$224,770	13.97%
Benefits	$491,824	$505,202	$543,666	$529,860	$674,974	$131,308	24.15%
Supplies	$316,903	$256,451	$434,036	$356,334	$362,683	($71,353)	(16.44%)
Other Services & Charges	$1,314,395	$1,292,055	$1,586,860	$1,597,652	$1,816,288	$229,428	14.46%
Intergovernmental Services	$289,581	$343,785	$417,864	$429,503	$329,561	($88,303)	(21.13%)
Capital Outlays	$0	$7,150	$254,043	$304,043	$82,321	($171,722)	(67.60%)
Interfund Payments for Service, Contingencies & Depreciation	$148,878	$174,879	$905,588	$58,796	$1,073,760	$168,172	18.57%
Total Expenditures	$4,191,833	$4,150,402	$5,751,439	$4,837,072	$6,173,739	$422,300	7.34%

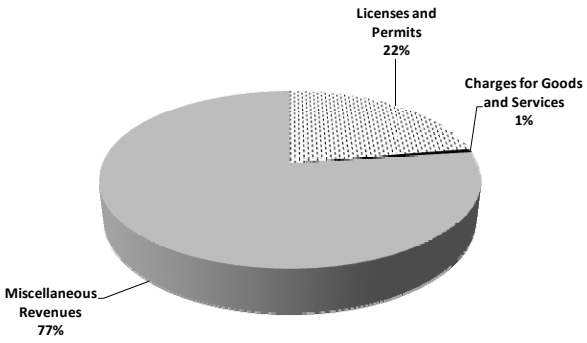
Revenue by Type 2010 – 2013

Revenue Source	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Licenses and Permits	$183,324	$229,324	$192,650	$193,000	$167,650	($25,000)	(12.98%)
Intergovernmental Revenues	$0	$0	$0	$4,370	$0	$0	
Charges for Goods and Services	$2,243	$6,496	$7,626	$7,126	$4,626	($3,000)	(39.34%)
Miscellaneous Revenues	$282,016	$509,663	$540,179	$533,908	$576,392	$36,213	6.70%
Other Financing Sources & Non-Revenues	$9,431	$2,055	$0	$0	$0	$0	
Total Revenue	$477,014	$747,538	$740,455	$738,404	$748,668	$8,213	1.11%
Use of Vehicle Operations/Maint. Fund Balance	$12,156	($952)	$15,000	$11,279	$15,000	$0	0.00%
Use of Equipment Replacement Fund Balance	$83,503	($100,188)	($185,979)	($178,478)	($190,285)	($4,306)	2.32%
Use of Unemployment Fund Balance	$2,364	$14,682	$21,764	$21,764	$0	($21,764)	(100.00%)
General Fund Subsidy	$3,616,796	$3,489,322	$5,160,199	$4,244,103	$5,600,356	$440,157	8.53%
Total Resources	$4,191,833	$4,150,402	$5,751,439	$4,837,072	$6,173,739	$422,300	7.34%

Expenditures



Revenue



Administrative Services
2013 Budget

Budget Changes

Expenditures

- ✓ Moved GIS Department to Public Works (1.0 FTE) resulting in a decrease of $194,924.
- ✓ Moved Facilities and Vehicle Maintenance & Operations from Public Works (4.0 FTE) to ASD resulting in an increase of $834,227.
- ✓ Includes one-time expenditures of $16,380 to update the City's website for enhanced mobile features.
- ✓ Includes one-time expenditures of $47,500 for the upgrade of the Hansen permitting system.
- ✓ Moved 0.50 FTE of Central Services Manager under Public Facilities & Vehicle Maintenance Operations resulting in a decrease of $62,000.

PUBLIC RECORDS & CITY COUNCIL MEETING MANAGEMENT

PROGRAM PURPOSE:

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

STRATEGIC OBJECTIVES:

Effective Citizen Communication and Engagement

Measurement: EFFECTIVENESS	2009	2010	2011	2012 Est.	2013 Proj.
Percentage of City Council packets available to the public on the City website the day after receipt by City Councilmembers	100%	95%	100%	100%	100%
Percentage of external customers who rate the City Clerk's public discosure process as very good or excellent	100%	94%	100%	100%	95%
Percentage of internal customers rating the City Clerk's Office services very good or excellent	100%	100%	100%	100%	95%

Measurement: WORKLOAD	2009	2010	2011	2012 Est.	2013 Proj.
Number of boxes of records accessioned into the Records Center	200	393	188	125	120
Number of City Council packets and sets of minutes produced	44	44	45	47	45
Number of contracts and property records, agreements processed, recorded, and/or filed	379	416	415	420	400
Number of items uploaded to the web site or network	1,500	2,150	5,933	1,700	1,700
Number of pages of public records provided	7,900	5,000	8,941	4,000	8,000
Number of public records requests processed	170	132	161	150	190
Number of specialty business licenses issued	180	180	50	190	110

ADMINISTRATIVE SERVICES DIRECTOR'S OFFICE

PROGRAM PURPOSE:

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

STRATEGIC OBJECTIVES:

Economic Vitality and Financial Stability

Measurement: EFFECTIVENESS	2009	2010	2011	2012 Est.	2013 Proj.
Received a clean audit opinion the the financial statements	YES	YES	YES	YES	YES

Measurement: EFFICIENCY	2009	2010	2011	2012 Est.	2013 Proj.
Administrative Services FTE per 1,000 population	0.34	0.34	0.33	0.33	0.45

FINANCIAL PLANNING AND ACCOUNTING SERVICES

PROGRAM PURPOSE:

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.

STRATEGIC OBJECTIVES:

Economic Vitality and Financial Stability

Measurement: EFFECTIVENESS	2009	2010	2011	2012 Est.	2013 Proj.
Actual revenue collections compared to projected revenues.	98.6%	99.12%	99.24%	97% - 105%	97% - 105%
Basis points in which investment returns exceed the City's benchmark	44	60	30	50	50
Percentage of customers rating Financial Operations services as good or excellent	94%	97%	97%	98%	98%
Percentage of customers rating the Budget Division services as good or excellent	94%	90%	90%	95%	95%

Measurement: EFFICIENCY	2009	2010	2011	2012 Est.	2013 Proj.
Financial planning and accounting services as a % of the City's operating budget.	2.3%	2.5%	2.4%	2.1%	2.3%

Measurement: WORKLOAD	2009	2010	2011	2012 Est.	2013 Proj.
Number of accounts payable checks	3,623	3,650	3,272	3,250	3,250
Number of payroll checks processed	6,395	6,420	6,185	6,300	6275

PURCHASING SERVICES

PROGRAM PURPOSE:

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

STRATEGIC OBJECTIVES:

Governmental Excellence

Measurement: EFFECTIVENESS	2009	2010	2011	2012 Est.	2013 Proj.
Number of protests filed per $25 million purchased	0	0	1	0	0
Percentage of awards and solicitations made without protest	100%	100%	99%	100%	100%
Percentage of customers rating the Purchasing Division services as good or excellent	94%	86%	86%	100%	100%
Percentage of internal customers rating the Purchasing Division responsiveness of services as good or excellent	92%	88%	88%	100%	100%

Measurement: EFFICIENCY	2009	2010	2011	2012 Est.	2013 Proj.
Dollar Amount of Central Purchasing Office Purchases per Central Purchasing Office FTE	$12.5M	$10.0 M	$11.4 M	$6.1M	$11.5M
Number of Purchasing transactions per FTE	215	300	281	325	325
Percentage of purchasing transactions conducted using procurement and credit cards	3.0%	3.0%	3.4%	4.0%	4.0%

Measurement: INPUT	2009	2010	2011	2012 Est.	2013 Proj.
Number of protests filed and sustained	0	0	0	0	0

PUBLIC FACILITY & VEHICLE MAINTENANCE & OPERATIONS

PROGRAM PURPOSE:

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

STRATEGIC OBJECTIVES:

Quality Services, Facilities and Infrastructure

Measurement: EFFECTIVENESS	2009	2010	2011	2012 Est.	2013 Proj.
Percentage of internal customers rating Facilities overall services as good or excellent	**96%**	**94%**	**94%**	**94%**	**94%**
Percentage of internal customers rating Fleet Maintenance overall services as good or excellent	**78%**	**83%**	**83%**	**85%**	**85%**

Measurement: EFFICIENCY	2009	2010	2011	2012 Est.	2013 Proj.
Cost per square foot to maintain	**$4.73**	**$3.40**	**$3.17**	**$3.80**	**$3.90**
Fleet maintenance cost per mile - vehicles and light trucks	**$0.48**	**$0.51**	**$0..61**	**$0.53**	**$0.69**
Fleet maintenance cost per mile -heavy-duty trucks and equipment	**$3.91**	**$2.68**	**$3.20**	**$2.79**	**$3.64**
Number of square feet maintained (facilities) per FTE	**57,666**	**86,963**	**86,963**	**86,963**	**86,963**

INFORMATION TECHNOLOGY STRATEGIC PLAN IMPLEMENTATION

PROGRAM PURPOSE:

Information Technology Strategic Plan Implementation provides needs assessment, justification, alternatives analysis, oversight, project management, and on-site consultation advisory services to City departments/staff to successfully deliver projects in the City's IT Strategic Plan, aimed at enhancing service levels and streamlining business processes through the utilization of technology.

STRATEGIC OBJECTIVES:

Governmental Excellence

Measurement: EFFICIENCY	2009	2010	2011	2012 Est.	2013 Proj.
Information Technology Strategic Plan expenditures as a percentage of the City's operating budget	**0.6%**	**0.9%**	**0.8%**	**1.0%**	**0.7%**

Measurement: INPUT	2009	2010	2011	2012 Est.	2013 Proj.
Total capital expenditures for IT activities and equipment	**$227,543**	**$333,947**	**$274,203**	**$415,383**	**$307,381**

INFORMATION TECHNOLOGY OPERATIONS AND SECURITY ADMINISTRATION

PROGRAM PURPOSE:

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

STRATEGIC OBJECTIVES:

Quality Services, Facilities and Infrastructure

Measurement: EFFECTIVENESS	2009	2010	2011	2012 Est.	2013 Proj.
Help Desk calls resolved within 8 hours	68%	68%	75%	75%	70%
Percentage of customers rating the Information Technology Division services as good or excellent	86%	87%	87%	87%	87%
Percentage of help desk calls resolved and/or repaired within 24 hours	95%	95%	95%	95%	85%
Percentage of Help Desk calls resolved at time of call	34%	34%	35%	35%	35%
Percentage of Help Desk calls resolved within 4 hours	56%	56%	60%	60%	50%
Percentage of telephone system problems resolved within 24 hours	73%	73%	75%	75%	75%

Measurement: EFFICIENCY	2009	2010	2011	2012 Est.	2013 Proj.
Central info tech operating maintenance and capital expenditures per workstation.	$6,227	$5,919	$5,144	$6,049	$5,320
Central IT operating & maintenance expenditures per workstation (excluding telephone service & Tech Plan)	$4,201	$3,612	$3,031	$3,352	$3,105
Information technology operating and maintenance expenditures as a percentage of the City's operating budget	3.3%	3.0%	2.7%	2.4%	2.4%
Number of workstations per Central IT FTE	35	35	35	35	50

GRANT RESEARCH & DEVELOPMENT

PROGRAM PURPOSE:

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

STRATEGIC OBJECTIVES:

Economic Vitality and Financial Stability

Measurement: EFFECTIVENESS	2009	2010	2011	2012 Est.	2013 Proj.
Percentage of grant applications successfully awarded	82%	60%	67%	81%	60%
Percentage of internal customers rating Grant Assistance overall services as good or excellent	84%	91%	91%	91%	91%

Measurement: WORKLOAD	2009	2010	2011	2012 Est.	2013 Proj.
Number of Grant Applications Submitted	17	15	15	16	15

INTERGOVERNMENTAL PARTICIPATION

PROGRAM PURPOSE:

City participation in organizations that provide a forum for city staff and/or council members to address federal, state, and regional issues and that provide financial or legislative support to the City. Includes the following organizations: Seashore Transportation Forum, Suburban Cities, Association of Washington Cities, Economic Development Council of Seattle & King County, National League of Cities, Puget Sound Regional Council, Puget Sound Clean Air Agency, and the Shoreline Chamber of Commerce.

STRATEGIC OBJECTIVES:

Governmental Excellence

Measurement: EFFICIENCY	**2009**	**2010**	**2011**	**2012 Est.**	**2013 Proj.**
Program expenditures as a percentage of the City's total operating budget	**0.38%**	**0.40%**	**0.40%**	**0.35%**	**0.34%**

WEB DEVELOPMENT

PROGRAM PURPOSE:

The web development program coordinates the technology and staff resources used to maintain various web technologies throughout the City including the City's website, the internal portal, City on-line council meeting transmission, and technologies related to the Council chambers

STRATEGIC OBJECTIVES:

Quality Services, Facilities and Infrastructure

Measurement: EFFICIENCY	**2009**	**2010**	**2011**	**2012 Est.**	**2013 Proj.**
Web Development as a % of the City's operating budget	**N/A**	**N/A**	**0.50%**	**0.47%**	**0.52%**

CITY OF SHORELINE

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City Attorney

City Attorney
2013 Budget

Department Mission Statement

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

City Attorney

Ian Sievers - City Attorney (206) 801- 2649

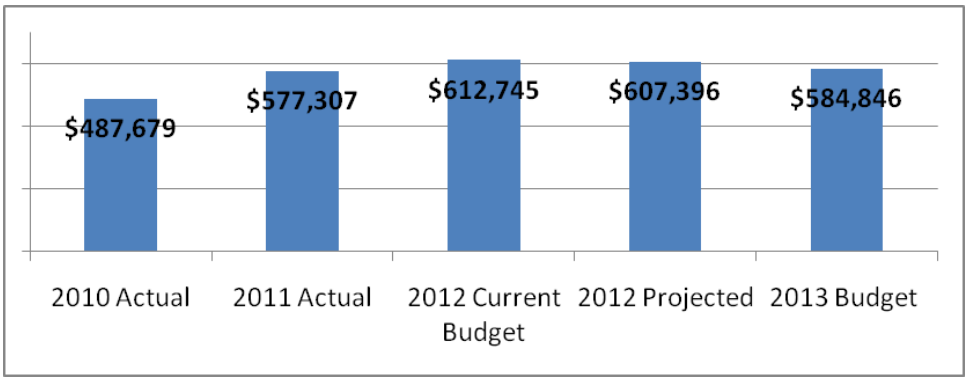
Legal Services

3.0 FTE

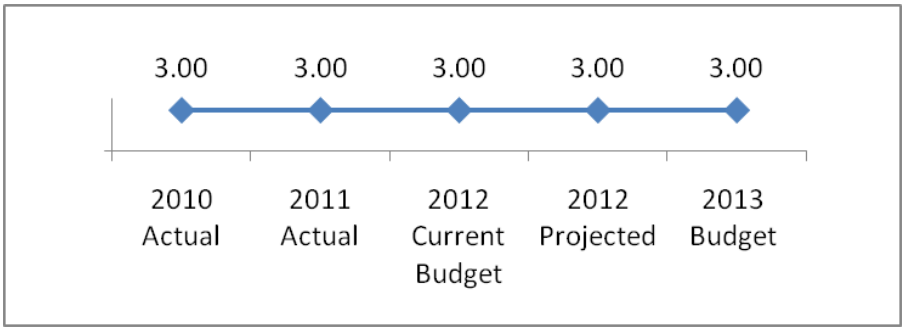
Prosecuting Attorney and Domestic Violence Victim Coordinator

(Contracted Service)

Expenditures Comparison 2010 – 2013



Staffing Trend 2010 – 2013



City Attorney
2013 Budget

Staffing Summary by Program 2010 – 2013

Program	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Legal Services	3.00	3.00	3.00	3.00	3.00	0.00	0.00%
Total FTE	3.00	3.00	3.00	3.00	3.00	0.00	0.00%

2013 Staffing Summary by Positions and FTEs

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

2012 Council Goals and Workplan Accomplishments

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

- Negotiated acquisition of properties for Aurora Corridor Project from N 192nd to N 205th Streets.
- Drafted Purchase and Sale Agreement for Seattle Public Utilities acquisition agreement.
- Drafted Transportation Master Plan Level of Service Amendments.
- Negotiated Shoreline Water District Franchise including ordinance amendment for future extension.
- Finalized tree regulations.
- Finalized Right-of-Way Street Tree Policy and Permit Ordinance.
- Successfully appealed Snohomish County's designation of Point Wells as an Urban Center to Growth Management Hearings Board.

2012 Operational Accomplishments

- Processed Crista's Master Plan and defended against an administrative appeal accomplishing long-term comprehensive plan goal for this area and allowing redevelopment.
- Drafted new regulations for medical marijuana collective gardens to be in compliance with 2012 state law.

City Attorney
2013 Budget

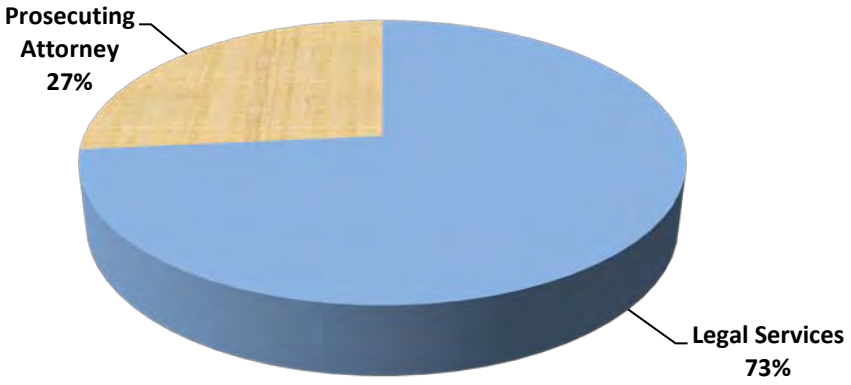
2013 Council Goals and Workplan Objectives

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

- Complete Aurora property settlements and condemnation required for the completion of the Aurora Corridor Project from N 192nd to N 205th Streets.
- Finalize a utilities transfer agreement and process assumption with Seattle Public Utilities.
- Negotiate with Seattle City Attorney's Office and King County Prosecutor's Office on transfer of N 145th Street to City of Shoreline and draft ordinance for transfer.
- Complete negotiations of Point Wells Municipal Agreement.

Expenditures by Program 2010 – 2013

Program Budget	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Legal Services	$326,849	$429,240	$461,425	$455,965	$429,735	($31,690)	(6.87%)
Prosecuting Attorney	$160,830	$148,067	$151,320	$151,431	$155,111	$3,791	2.51%
Total Expenditures	$487,679	$577,307	$612,745	$607,396	$584,846	($27,899)	(4.55%)



Revenue by Program 2010 – 2013

Program Revenue	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Legal Services	$0	$0	$0	$0	$0	$0	0.00%
General Fund Subsidy	$487,679	$577,307	$612,745	$607,396	$584,846	($27,899)	(4.55%)
Total Resources	$487,679	$577,307	$612,745	$607,396	$584,846	($27,899)	(4.55%)

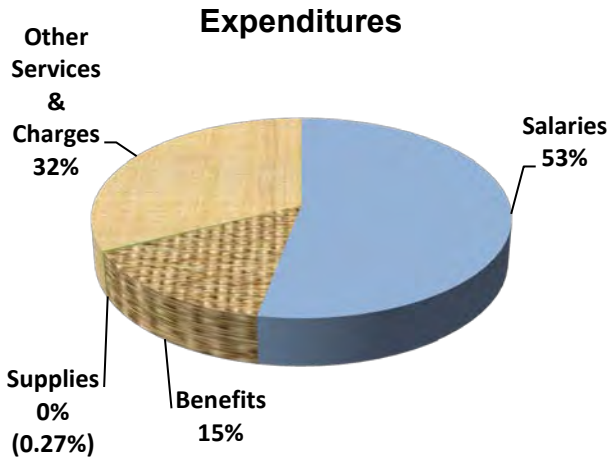
City Attorney
2013 Budget

Expenditures by Type 2010 – 2013

Object Category	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Salaries	$251,798	$291,074	$302,495	$310,564	$309,842	$7,347	2.43%
Benefits	$59,228	$71,944	$78,543	$78,535	$84,706	$6,162	7.85%
Supplies	$932	$1,330	$1,050	$2,157	$1,550	$500	47.62%
Other Services & Charges	$175,691	$212,959	$230,657	$216,140	$188,748	($41,909)	(18.17%)
Intergovernmental Services	$30	$0	$0	$0	$0	$0	0.00%
Capital Outlays	$0	$0	$0	$0	$0	$0	0.00%
Interfund Payments for Service	$0	$0	$0	$0	$0	$0	0.00%
Total Expenditures	$487,679	$577,307	$612,745	$607,396	$584,846	($27,899)	(4.55%)

Revenue by Type 2010 – 2013

Revenue Source	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Other Revenue	$0	$0	$0	$0	$0	$0	0.00%
General Fund Subsidy	$487,679	$577,307	$612,745	$607,396	$584,846	($27,899)	(4.55%)
Total Resources	$487,679	$577,307	$612,745	$607,396	$584,846	($27,899)	(4.55%)



Budget Changes

- ✓ Decreased Professional Services by $45,000, which was added in 2012 for one-time backfill of Assistant City Attorney.

LEGAL SERVICES

PROGRAM PURPOSE:

The City Attorney provides accurate and timely legal advice to the Council, City departments and advisory boards and commissions to improve effectiveness and minimize risk of City operations

STRATEGIC OBJECTIVES:

Governmental Excellence

Measurement: EFFECTIVENESS	2009	2010	2011	2012 Est.	2013 Proj.
Pecentage of customers rating timeliness of legal services as good or excellent	81%	82%	82%	85%	85%
Percentage of internal customers rating legal Services overall as good or excellent	85%	86%	86%	86%	86%

Measurement: EFFICIENCY	2009	2010	2011	2012 Est.	2013 Proj.
Program budget as a percent of the City's operating budget	1.18%	1.23%	1.27%	1.37%	1.23%

PROSECUTING ATTORNEY

PROGRAM PURPOSE:

The Prosecuting Attorney prosecutes violations of the Shoreline Municipal Code.

STRATEGIC OBJECTIVES:

Safe and Attractive Neighborhoods and Business Districts

Measurement: WORKLOAD	**2009**	**2010**	**2011**	**2012 Est.**	**2013 Proj.**
Total Number of Criminal Cases	**1,342**	**1,158**	**1,273**	**1,100**	**1,118**

CITY OF SHORELINE

Human Resources

Human Resources
2013 Budget

Department Mission Statement

The mission of Human Resources is to 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

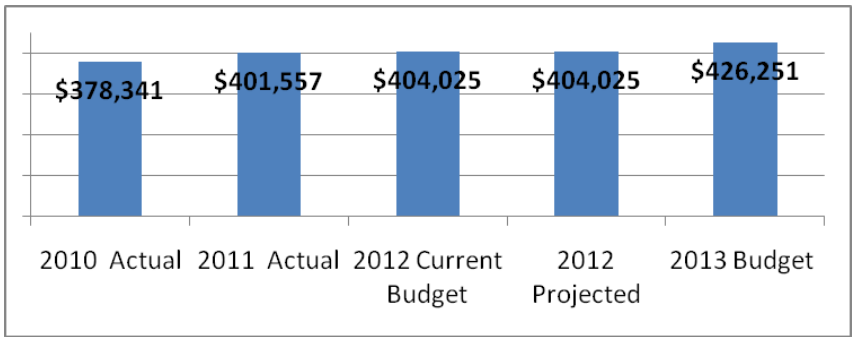
3.00 FTE

Marci Wright - Human Resources Director (206) 801-2241

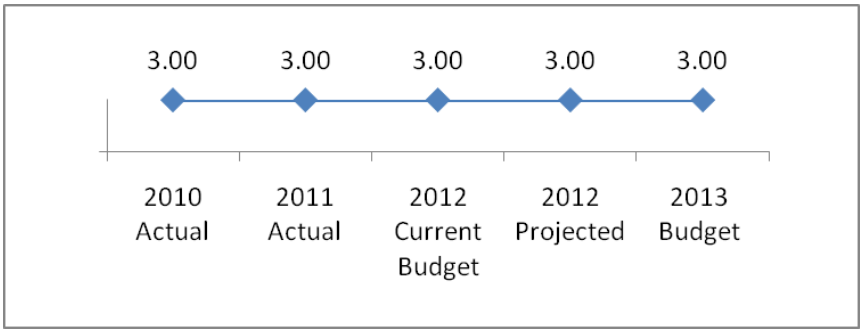
Employment Recruitment and Compensation Administration

3.00 FTE

Expenditures Comparison 2010 – 2013



Staffing Trend 2010 – 2013



Human Resources
2013 Budget

Staffing Summary by Program 2010 – 2013

Program	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Employment Recruitment and Compensation Administration	3.00	3.00	3.00	3.00	3.00	0.00	0.00%
Total FTE	3.00	3.00	3.00	3.00	3.00	0.00	0.00%

2013 Staffing Summary by Positions and FTEs

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

2012 Council Goals and Workplan Accomplishments

2012 Operational Accomplishments

- Developed and implemented new eAppraisal System for employee evaluations.
- Trained managers and employees on new performance evaluation system.
- Provided organization-wide anti-harassment training.
- Coordinated and completed employee health benefit review.
- Participated in Public Works and Parks, Recreation & Cultural Services Department Storm Team Task Force

2013 Council Goals and Workplan Objectives

2013 Operational Objectives

- Develop and implement Human Resources centralized role in hiring process.
- Participate in the ongoing planning, implementation and training associated with Timecard Online.
- Develop and implement competency training program for managers and supervisors

Human Resources
2013 Budget

Expenditures by Program 2010 – 2013

Program Budget	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Employment Recruitment and Compensation Administration	$378,341	$401,557	$404,025	$404,025	$426,251	$22,226	5.50%
Total Program Budget	$378,341	$401,557	$404,025	$404,025	$426,251	$22,226	5.50%

Revenue by Program 2010 – 2013

Program Budget	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Employment Recruitment and Compensation Administration	$4,556	$12,455	$8,000	$9,352	$8,000	$0	0.00%
General Fund Subsidy	$373,785	$389,102	$396,025	$394,673	$418,251	$22,226	5.61%
Total Resources	$378,341	$401,557	$404,025	$404,025	$426,251	$22,226	5.50%

Human Resources
2013 Budget

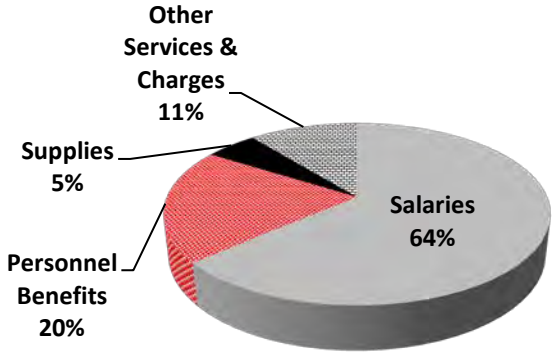
Expenditures by Type 2010 – 2013

Object Category Name	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Salaries	$262,506	$262,417	$265,057	$265,057	$271,490	$6,433	2.43%
Personnel Benefits	$65,592	$73,602	$79,112	$79,109	$86,405	$7,293	9.22%
Supplies	$15,102	$11,120	$13,580	$13,580	$22,080	$8,500	62.59%
Other Services & Charges	$35,141	$54,418	$46,276	$46,279	$46,276	$0	0.00%
Intergovernmental Services	$0	$0	$0	$0	$0	$0	0.00%
Capital Outlays			$0	$0	$0	$0	0.00%
Interfund Payments for Service			$0	$0	$0	$0	0.00%
Total Expenditures	$378,341	$401,557	$404,025	$404,025	$426,251	$22,226	5.50%

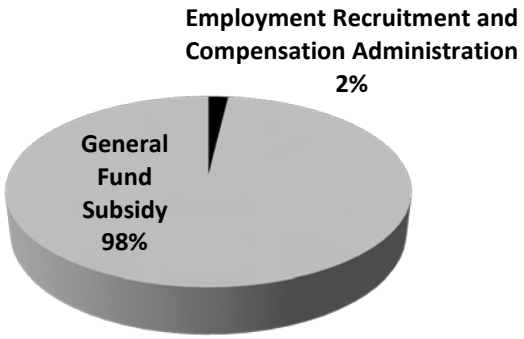
Revenue by Type 2010 – 2013

Revenue Source	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Miscellaneous Revenue	$4,556	$12,455	$8,000	$9,352	$8,000	$0	0.00%
General Fund Subsidy	$373,785	$389,102	$396,025	$394,673	$418,251	$22,226	5.61%
Total Resources	$378,341	$401,557	$404,025	$404,025	$426,251	$22,226	5.50%

Expenditures



Revenue



Budget Changes

Expenditures

- ✓ Increased Software/Upgrades/Licenses by $8,500 for Performance Evaluation Software (Halogen eAppraisal) hosting services, maintenance and support services annual fee.

EMPLOYEE RECRUITMENT, COMPENSATION ADMINISTRATION & ORGANIZATIONAL DEVELOPMENT

PROGRAM PURPOSE:

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.

STRATEGIC OBJECTIVES:

Governmental Excellence

Measurement: EFFECTIVENESS	2009	2010	2011	2012 Est.	2013 Proj.
Benefits as a percentage of Salaries & Benefits	31.3%	23.1%	24.3%	25.6%	26.7%
Percentage of customers rating Human Resources services as good or excellent	90%	92%	92%	92%	92%
Percentage of employees who rate the City of Shoreline as one of the best organizations to work for compared to other organizations	80%	80%	63%	63%	70%
Percentage of employees who would recommend Working for the City to a friend	89%	89%	76%	76%	80%
Percentage of regular staff who terminated employment during the year	7%	5%	8.6%	8.9%	8.7%
Salary and Benefits as a Percent of the Operating Budget	46.2%	47.1%	47.8%	45.1%	42.8%

Measurement: EFFICIENCY	2009	2010	2011	2012 Est.	2013 Proj.
Average number of working days for external recruitment (PT/FT)	31	30	33	31	28
Human resource budget as a percent of the operating budget	1.3%	1.3%	1.3%	1.2%	1.2%
Ratio of human resources FTE's to total benefitted FTE's	1:48.8	1:48.1	1:47.8	1:47.8	1:46.4

Measurement: WORKLOAD	2009	2010	2011	2012 Est.	2013 Proj.
Number of position recruitments conducted (FT, PT, EH)	25	15	22	25	28
Number of training sessions conducted or sponsored	30	25	26	20	25

CITY OF SHORELINE

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Police

Police
2013 Budget

Department Mission Statement

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

Police Administration

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

Patrol
Patrol Sergeants (5), Patrol Officers (23)

Investigation Crimes Analysis
Detective Sergeant (1), Detectives (4)

Street Crime Investigations
Detective Sergeant (1), Detectives (4)

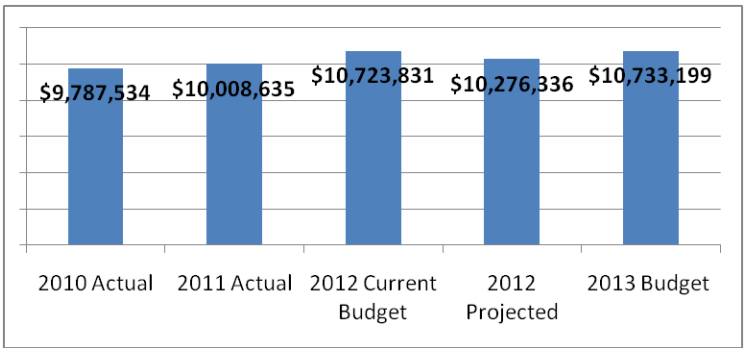
Traffic Enforcement
Traffic Sergeant (1), Traffic Officers (4)

Community Storefronts
Storefront Officers (2)

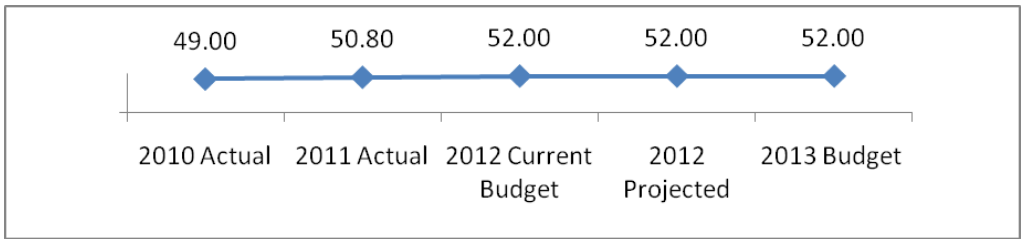
Special Support Services
0 Contracted FTE
Indirect Equivalent 10.12 FTE

School Resource Officer Program
School Resource Officer (1)

Expenditure Comparison 2010 – 2013



Contracted Position Trend 2010 – 2013



Police
2013 Budget

Contracted Position Summary by Program 2010 – 2013

Program	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Administration	5.8	5.8	6.0	6.0	6.0	-	0.00%
Police Community Storefronts	2.0	2.0	2.0	2.0	2.0	-	0.00%
Police Investigations Crime Analysis	5.0	5.0	5.0	5.0	5.0	-	0.00%
Street Crime Investigations	4.0	5.0	5.0	5.0	5.0	-	0.00%
Police Patrol	28.0	28.0	28.0	28.0	28.0	-	0.00%
School Resource Officer Program	1.0	1.0	1.0	1.0	1.0	-	0.00%
Police Support Services	-	-	-	-	-	-	0.00%
Police Traffic Enforcement	5.0	5.0	5.0	5.0	5.0	-	0.00%
Total Contracted FTE	50.8	51.8	52.0	52.0	52.0	-	0.00%

2013 Summary by Contract Positions

Position	Head Count
Police Chief	1.0
Captain	1.0
Sergeant	7.0
Detective Sergeant	1.0
Street Crime Sergeant	1.0
Officer	29.0
School Resource Officer	1.0
Detective	4.0
Street Crime Detective	4.0
Community Services Officer	1.0
Administrative Support II	2.0
Department Total	52.0

Police
2013 Budget

2012 Council Goals and Workplan Accomplishments

2012 Operational Accomplishments

- Increased bicycle emphasis, patrols and visibility in City parks through grant funding.
- Initiated RFP process to study feasibility of constructing a new Shoreline Police Station.
- Worked with Emergency Management Coordinator to enhance response to major events.
- Participated in a region-wide earthquake exercise.
- In cooperation with Public Works, identified high traffic accident areas and worked to reduce number of traffic collisions.
- Continued to develop joint training on incident management with Shoreline Fire Department.
- Continued to respond to emergency calls for service within national average of five minutes.
- Part I Crimes reduced.

2013 Council Goals and Workplan Objectives

Goal 4: Enhance openness and opportunities for community engagement

- Improve communications with community; provide timely information on crime trends and efforts.
- Work with community to focus on reducing property crimes, burglaries, car prowls and auto thefts.

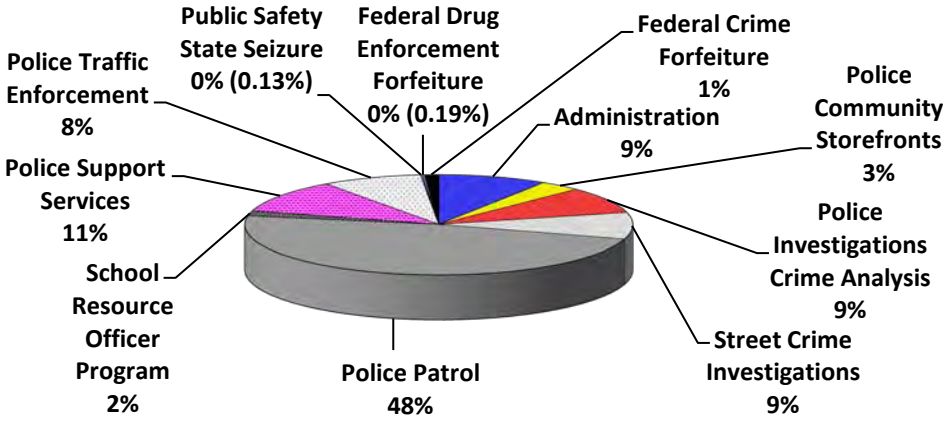
2013 Operational Objectives

- Expand block watch to more neighborhoods.
- Improve crime prevention efforts and education.
- Improve police presence, visibility and traffic safety efforts in neighborhoods.
- Review staffing allocation and deploy resources in most efficient manner to meet City goals.
- Increase prisoner transport efficiencies.
- Look at different options for how to deploy traffic unit to improve community policing efforts.

Police
2013 Budget

Expenditures by Program 2010 – 2013

Program Budget	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Administration	$871,789	$897,548	$950,309	$920,548	$976,494	$26,185	2.76%
Police Community Storefronts	$327,112	$337,983	$359,953	$348,498	$367,765	$7,812	2.17%
Police Investigations Crime Analysis	$812,944	$859,215	$905,692	$870,687	$924,217	$18,525	2.05%
Street Crime Investigations	$650,291	$792,347	$902,186	$878,446	$924,533	$22,347	2.48%
Police Patrol	$4,710,421	$4,809,386	$5,035,948	$4,891,181	$5,149,596	$113,648	2.26%
School Resource Officer Program	$155,743	$168,221	$176,876	$169,821	$180,129	$3,253	1.84%
Police Support Services	$1,438,739	$1,299,442	$1,283,031	$1,205,234	$1,151,337	($131,694)	(10.26%)
Police Traffic Enforcement	$795,586	$827,900	$892,786	$874,924	$897,578	$4,792	0.54%
Public Safety State Seizure	$15,105	$3,216	$5,000	$19,458	$13,800	$8,800	176.00%
Federal Drug Enforcement Forfeiture	$9,804	$9,986	$5,050	$4,620	$20,750	$15,700	310.89%
Federal Crime Forfeiture	$0	$3,391	$207,000	$92,919	$127,000	($80,000)	(38.65%)
Total Program Budget	$9,787,534	$10,008,635	$10,723,831	$10,276,336	$10,733,199	$9,368	0.09%



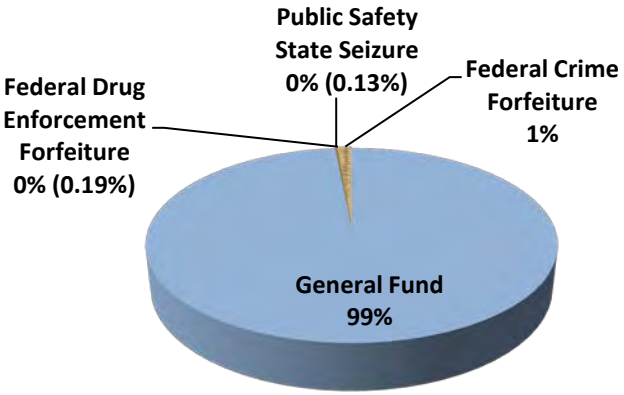
Revenue by Program 2010 – 2013

Program Revenue	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Administration	$34,327	$70,566	$46,000	$56,329	$45,500	($500)	(1.09%)
Police Community Storefronts	$151	$359	$0	$132	$0	$0	0.00%
Police Investigations Crime Analysis	$16,272	$44,951	$9,000	$11,805	$9,000	$0	0.00%
Public Safety Patrol	$1,162,907	$1,166,858	$1,210,910	$1,210,962	$1,269,409	$58,499	4.83%
School Resource Officer Program	$52,727	$52,144	$64,504	$55,757	$66,357	$1,853	2.87%
Police Support Services	$0	$6,173	$64,530	$32,163	$0	($64,530)	(100.00%)
Police Traffic Enforcement	$15,398	$19,884	$26,356	$33,680	$10,000	($16,356)	(62.06%)
Public Safety State Seizure	$9,927	$20,096	$5,000	$12,311	$13,800	$8,800	176.00%
Federal Drug Enforcement Forfeiture	$70	$16,124	$5,050	$22,142	$20,750	$15,700	310.89%
Federal Crime Forfeiture	$0	$257,165	$25,000	$419,230	$25,000	$0	0.00%
Total Program Revenue	$1,291,779	$1,654,320	$1,456,350	$1,854,511	$1,459,816	$3,466	0.24%
Use of Asset Seizure Fund Balances	$14,912	($276,792)	$182,000	($336,686)	$102,000	($80,000)	0.00%
General Fund Subsidy	$8,480,843	$8,631,107	$9,085,481	$8,758,511	$9,171,383	$85,902	0.95%
Total Resources	$9,787,534	$10,008,635	$10,723,831	$10,276,336	$10,733,199	$9,368	0.09%

Police
2013 Budget

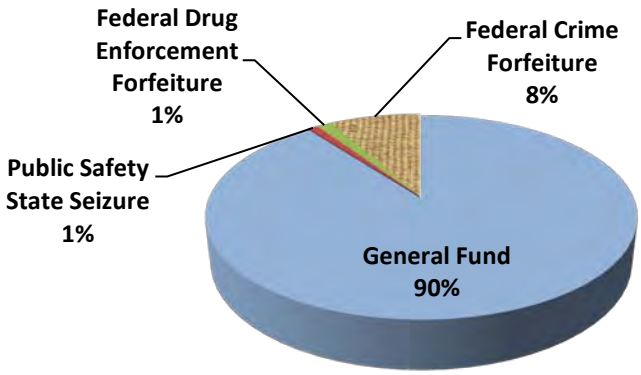
Expenditures by Fund 2010 – 2013

Expenditures By Fund	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
General Fund	$9,762,625	$9,992,042	$10,506,781	$10,159,339	$10,571,649	$64,868	0.62%
Public Safety State Seizure	$15,105	$3,216	$5,000	$19,458	$13,800	$8,800	176.00%
Federal Drug Enforcement Forfeiture	$9,804	$9,986	$5,050	$4,620	$20,750	$15,700	310.89%
Federal Crime Forfeiture	$0	$3,391	$207,000	$92,919	$127,000	($80,000)	(38.65%)
Total Police Expenditures	$9,787,534	$10,008,635	$10,723,831	$10,276,336	$10,733,199	$9,368	0.09%



Revenue by Fund 2010 – 2013

Revenue By Fund	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
General Fund	$1,281,782	$1,360,935	$1,421,300	$1,400,828	$1,400,266	($21,034)	(1.48%)
Public Safety State Seizure	$9,927	$20,096	$5,000	$12,311	$13,800	$8,800	176.00%
Federal Drug Enforcement Forfeiture	$70	$16,124	$5,050	$22,142	$20,750	$15,700	310.89%
Federal Crime Forfeiture	$0	$257,165	$207,000	$419,230	$127,000	($80,000)	(38.65%)
Total Program Revenue	$1,291,779	$1,654,320	$1,638,350	$1,854,511	$1,561,816	($76,534)	(4.67%)
Use of Fund Balances and General Fund Subsidy	$8,495,755	$8,354,315	$9,267,481	$8,421,825	$9,273,383	$5,902	0.06%
Total Police Resources	$9,787,534	$10,008,635	$10,905,831	$10,276,336	$10,835,199	($70,632)	(0.65%)



Police
2013 Budget

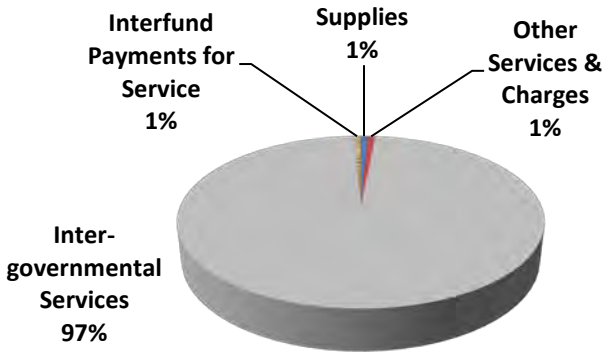
Expenditures by Type 2010 – 2013

Object Category	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Salary	$0	$663	$0	$0	$0	$0	0.00%
Personnel Benefits	$383	$276	$0	$400	$0	$0	0.00%
Supplies	$65,392	$34,285	$72,706	$61,751	$76,450	$3,744	5.15%
Other Services & Charges	$50,119	$72,793	$76,527	$71,797	$86,564	$10,037	13.12%
Intergovernmental Services	$9,658,503	$9,900,618	$10,409,598	$10,062,388	$10,490,185	$80,587	0.77%
Capital Outlays	$5,591	$0	$5,000	$0	$0	($5,000)	(100.00%)
Interfund Payments for Service	$7,546	$0	$160,000	$80,000	$80,000	($80,000)	(50.00%)
Total Expenditures	$9,787,534	$10,008,635	$10,723,831	$10,276,336	$10,733,199	$9,368	0.09%

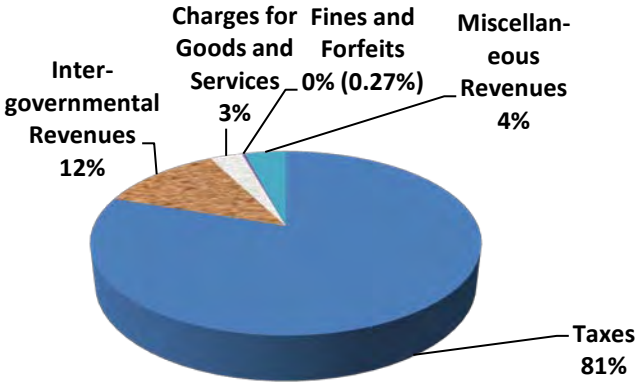
Revenue by Type 2010 – 2013

Revenue By Type	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Taxes	$1,040,899	$1,070,172	$1,113,330	$1,113,330	$1,171,779	$58,449	5.25%
Intergovernmental Revenues	$197,761	$229,403	$255,970	$236,314	$177,487	($78,483)	(30.66%)
Charges for Goods and Services	$34,142	$55,001	$47,000	$47,052	$47,000	$0	0.00%
Fines and Forfeits	$8,789	$5,500	$5,000	$4,000	$4,000	($1,000)	(20.00%)
Miscellaneous Revenues	$10,188	$294,244	$35,050	$453,815	$59,550	$24,500	69.90%
Total Revenue	$1,291,779	$1,654,320	$1,456,350	$1,854,511	$1,459,816	$3,466	0.24%
Use of Asset Seizure Fund Balance	$14,912	($276,792)	$182,000	($336,686)	$102,000	($80,000)	(100.00%)
General Fund Subsidy	$8,480,843	$8,631,107	$9,085,481	$8,758,511	$9,171,383	$85,902	0.95%
Total Resources	$9,787,534	$10,008,635	$10,723,831	$10,276,336	$10,733,199	$9,368	0.09%

Expenditures



Revenues



Police
2013 Budget

Budget Changes

Revenues

- ✓ Local Criminal Justice Funding: Revenue is projected to increase 5.24%, or $58,449, to a total of $1,171,779 based on taxable sales and population estimates for King County.

Expenditures

- ✓ Police Contract: 2013 contract charges are projected to increase by $249,577, or 2.5%, over the final 2012 contract charges, which were lower than originally budgeted for 2012. In addition, the King County Office of Performance Strategy and Budget informed the City that it will receive a credit totaling approximately $119,000 in 2012 as a result of actual medical costs for deputies and sergeants being lower than budgeted over the last several years.
- ✓ State Drug Enforcement Forfeiture Program: Funds have been budgeted for annual training, registration and travel expenditures.
- ✓ Federal Drug Enforcement Forfeiture Program: Funds have been budgeted for the purchase of equipment.
- ✓ Federal Criminal Forfeiture Program: Funds have been budgeted for a transfer to the General Capital Fund to conduct a Police Station Site Analysis.

POLICE ADMINISTRATION

PROGRAM PURPOSE:

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

STRATEGIC OBJECTIVES:

Safe and Attractive Neighborhoods and Business Districts

Measurement: EFFECTIVENESS	2009	2010	2011	2012 Est.	2013 Proj.
Complaints by citizens against Shoreline Police Officers	3	0	6	3	5
Part I Crime Rates Per 1,000 Residents	32	30	34	31	34
Percentage of citizens very satisfied or somewhat satisfied with the overall quality of local police protection	76%	85%	85%	75%	75%

Measurement: EFFICIENCY	2009	2010	2011	2012 Est.	2013 Proj.
Police Costs Per Capita	$174.5	$184.65	$188.13	$193.16	$201.49

Measurement: WORKLOAD	2009	2010	2011	2012 Est.	2013 Proj.
Number of Police Contacts	22,506	22,150	22,272	23,300	23,000

POLICE PATROL

PROGRAM PURPOSE:

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

STRATEGIC OBJECTIVES:

Safe and Attractive Neighborhoods and Business Districts

Measurement: EFFECTIVENESS	2009	2010	2011	2012 Est.	2013 Proj.
Percentage of citizens feeling safe in their neighborhood at night	77%	85%	85%	90%	90%
Percentage of citizens feeling safe in their neighborhood during the day	96%	95%	95%	97%	97%
Response Time to Priority 1 Calls (minutes)	7.53	7.36	6.91	6.00	7.50
Response Time to Priority 2 Calls (minutes)	11.49	11.24	10.35	10.00	12.00
Response time to Priority X Calls (minutes)	4.21	4.20	4.80	4.00	4.80

Measurement: WORKLOAD	2009	2010	2011	2012 Est.	2013 Proj.
Number of Alternative Calls Handled	558	444	408	400	500
Number of dispatched calls for service.	11,261	10,981	11,343	11,300	11,300
Number of Self-initiated Police Activities	11,245	11,169	10,929	11,000	11,000

POLICE INVESTIGATIONS CRIME ANALYSIS

PROGRAM PURPOSE:

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

STRATEGIC OBJECTIVES:

Safe and Attractive Neighborhoods and Business Districts

Measurement: EFFECTIVENESS	**2009**	**2010**	**2011**	**2012 Est.**	**2013 Proj.**
Number of cases closed and cleared by arrest (Part I and Part II Crimes)	**1,668**	**1,533**	**1,673**	**1,400**	**1,400**

Measurement: WORKLOAD	**2009**	**2010**	**2011**	**2012 Est.**	**2013 Proj.**
Number of Adult Charges & Arrest	**1,635**	**1,444**	**1,423**	**1,400**	**1,400**
Number of Juvenile Charges & Arrest	**205**	**185**	**99**	**120**	**100**
Part I crime	**1,761**	**1,606**	**1,805**	**1,700**	**1,850**

POLICE TRAFFIC ENFORCEMENT

PROGRAM PURPOSE:

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

STRATEGIC OBJECTIVES:

Safe and Attractive Neighborhoods and Business Districts

Measurement: EFFECTIVENESS	2009	2010	2011	2012 Est.	2013 Proj.
Percentage of citizens who are satisfied or very satisfied with the enforcement of local traffic laws.	**67%**	**75%**	**75%**	**65%**	**65%**

Measurement: WORKLOAD	2009	2010	2011	2012 Est.	2013 Proj.
Number of collisions with police response.	**418**	**377**	**425**	**380**	**400**
Number of Traffic Citations	**9,228**	**6,453**	**6,454**	**6,600**	**6,000**

STREET CRIME INVESTIGATIONS

PROGRAM PURPOSE:

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.

STRATEGIC OBJECTIVES:

Safe and Attractive Neighborhoods and Business Districts

Measurement: WORKLOAD	**2009**	**2010**	**2011**	**2012 Est.**	**2013 Proj.**
Felony Charges Filed	**95**	**86**	**45**	**90**	**85**
Misdemeanor cases closed "Cleared by Arrest"	**42**	**69**	**21**	**70**	**60**
Number of Assigned Narcotic Activity Reports (neighborhood drug complaints)	**67**	**38**	**33**	**40**	**40**
Number of Narcotics Investigations	**291**	**282**	**267**	**250**	**275**
Number of Vice Arrests	**36**	**14**	**28**	**35**	**20**

POLICE SUPPORT SERVICES (911 CENTER, MAJOR CRIME INVESTIGATION, CANINE SERVICES, ETC.)

PROGRAM PURPOSE:

Support Services provides emergency communications and special investigation on major crimes in order to solve cases committed in Shoreline and apprehend offenders.

STRATEGIC OBJECTIVES:

Safe and Attractive Neighborhoods and Business Districts

Measurement: WORKLOAD	**2009**	**2010**	**2011**	**2012 Est.**	**2013 Proj.**
Dispatched calls for service	**11,261**	**10,981**	**11,343**	**11,300**	**11,300**
Number of Air Support (Helicopter) Flight Hours	**11**	**10**	**12**	**9**	**10**
Number of canine calls for service	**14**	**30**	**30**	**20**	**25**
Number of Hostage & Barricade Incidents	**3**	**4**	**1**	**2**	**2**
Number of major accident reconstruction incidents	**15**	**10**	**23**	**20**	**20**
Total number of canine hours of service	**100**	**75**	**65**	**50**	**75**

POLICE COMMUNITY STOREFRONTS

PROGRAM PURPOSE:

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

STRATEGIC OBJECTIVES:

Safe and Attractive Neighborhoods and Business Districts

Measurement: EFFECTIVENESS	2009	2010	2011	2012 Est.	2013 Proj.
Number of active block watch groups	81	81	75	80	80

Measurement: WORKLOAD	2009	2010	2011	2012 Est.	2013 Proj.
Court reminder program contacts	5,795	8,000	7,606	7,500	7,500
Number of Citizen Contacts	4,394	3,074	2,758	4,500	4,000
Number of crime prevention vacation house checks performed	618	492	566	425	450
Storefront Volunteer Hours	4,700	5,000	4,239	4,500	4,600
Victim Call Back Calls made	993	746	596	600	700

SCHOOL RESOURCE OFFICER PROGRAM

PROGRAM PURPOSE:

The School Resource Officer (SRO) program facilitates a safe learning environment for students and staff; SRO's provide security, mentoring, and teach a variety of classes to students and staff in the Shoreline School District and some private schools in Shoreline.

STRATEGIC OBJECTIVES:

Safe and Attractive Neighborhoods and Business Districts

Measurement: WORKLOAD	**2009**	**2010**	**2011**	**2012 Est.**	**2013 Proj.**
Number of Classes Taught through the SRO program	**15**	**13**	**12**	**20**	**15**
Number of School Resource Officer Hours	**2,080**	**1,440**	**1,440**	**1,440**	**1,440**
Number of students taught	**500**	**325**	**312**	**600**	**375**

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Criminal Justice

Criminal Justice
2013 Budget

Department Mission Statement

"The mission of the Criminal Justice program is to provide for the fair and timely adjudication of misdemeanant cases and develop cost effective alternatives to effect the resulting judicial decisions and sentencing requirements."

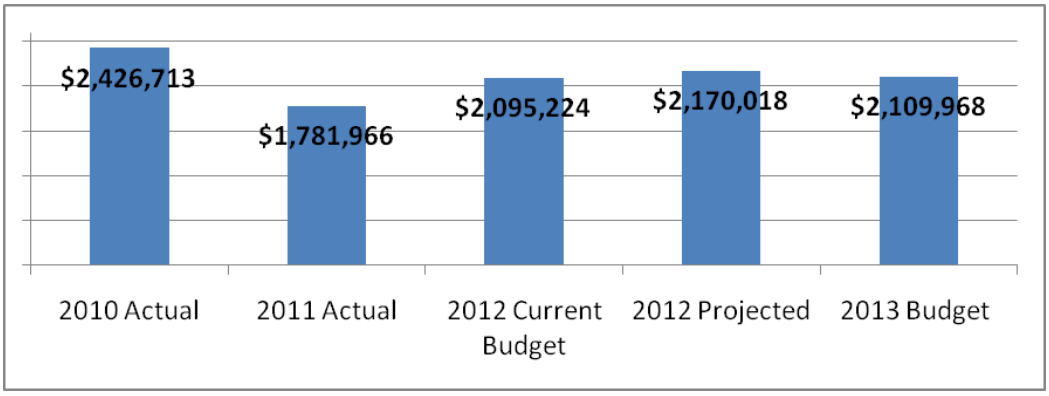
Criminal Justice
Contracted Services
Julie Underwood - City Manager (206) 801-2211

Jail Services
Contracted Service

Public Defender
Contracted Service

Municipal Court
Contracted Service

Expenditures Comparison 2010 – 2013



Criminal Justice
2013 Budget

2012 Council Goals and Workplan Accomplishments

2012 Operational Accomplishments

- Encouraged expanded use of video court at King County District Court to Shoreline defendants booked into Snohomish County Jail on warrants.
- Decreased jail costs by tracking Shoreline inmate population; working with King County District Court to increase its use of alternative sentencing methods, including King County Mental Health Court and Veterans Court; and working with Shoreline Police to minimize number of warranted bookings into King County Jail.

2013 Council Goals and Workplan Objectives

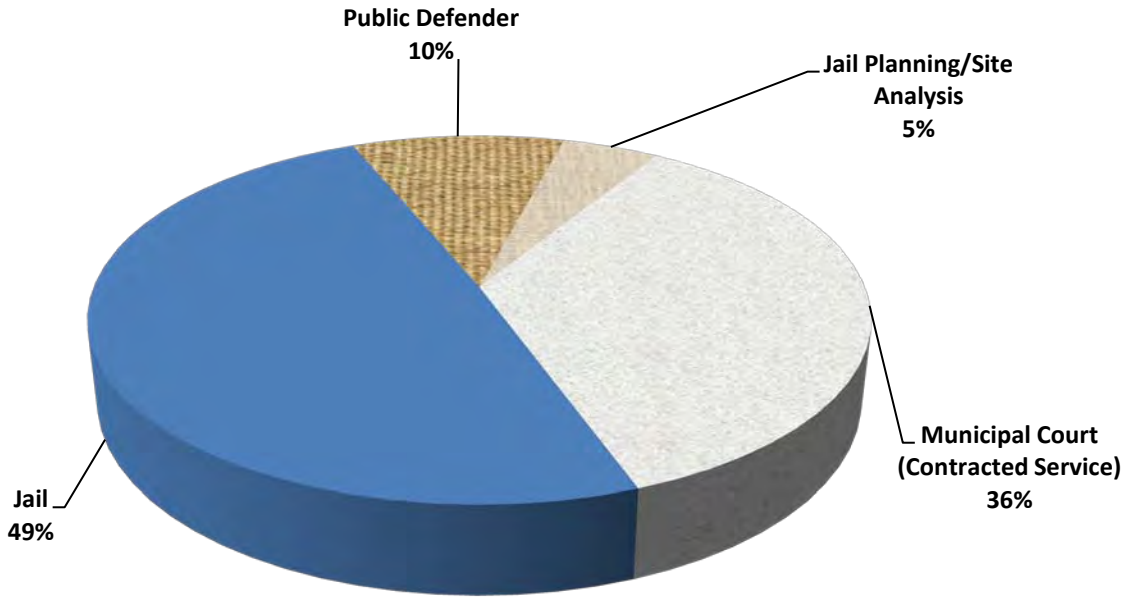
2013 Operational Objectives

- Continue tracking City's use of Snohomish County Jail to ensure there is adequate capacity for Shoreline defendants, and ensure those defendants are processed expeditiously.
- Continue tracking City's use of King County District Court to ensure high quality court services are provided for all City cases.
- Institute State Supreme Court mandated case load limits for public defense services and provide for public defense services at arraignment.
- Continue to work with Shoreline Police to increase use of e-filings for infraction notices provided to King County District Court.
- Continue to work to decrease jail costs by tracking Shoreline inmate population; working with King County District Court to increase its use of alternative sentencing methods; and working with Shoreline Police to minimize number of warranted bookings into King County Jail.

Criminal Justice
2013 Budget

Expenditures by Program 2010 – 2013

Expenditures by Program	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Jail	$1,498,446	$934,932	$1,176,596	$1,185,615	$1,040,225	($136,371)	(11.59%)
Public Defender	$180,432	$214,607	$218,628	$217,001	$219,743	$1,115	0.51%
Jail Planning/Site Analysis	$12,902	$0	$0	$0	$100,000	$100,000	0.00%
Municipal Court (Contracted Service)	$734,933	$632,427	$700,000	$767,402	$750,000	$50,000	7.14%
Total Program Expenditures	$2,426,713	$1,781,966	$2,095,224	$2,170,018	$2,109,968	$14,744	0.70%



Revenue by Program 2010 – 2013

Revenue By Program	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Jail	$1,259	$41,955	$10,596	$10,687	$0	($10,596)	(100.00%)
Jail Planning/Site Analysis	$12,902	$0	$0	$0	$100,000	$100,000	0.00%
Municipal Court (Contracted Service)	$625,963	$599,840	$625,000	$598,873	$625,000	$0	0.00%
Total Revenue	$640,124	$641,795	$635,596	$609,560	$725,000	$89,404	14.07%
General Fund Subsidy	$1,786,589	$1,140,171	$1,459,628	$1,560,458	$1,384,968	($74,660)	(5.12%)
Total Resources	$2,426,713	$1,781,966	$2,095,224	$2,170,018	$2,109,968	$14,744	0.70%

Criminal Justice
2013 Budget

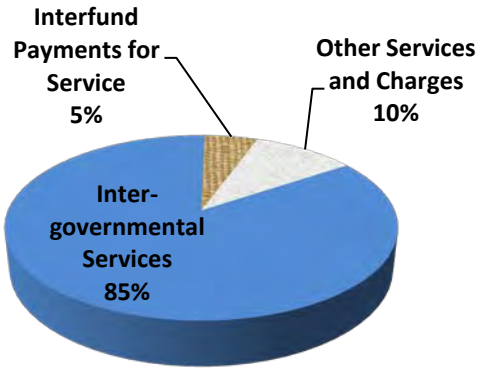
Expenditures by Type 2010 – 2013

Object Category Name	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Supplies	$410	$0	$0	$0	$0	$0	0.00%
Other Services and Charges	$174,498	$210,112	$212,628	$213,673	$211,743	($885)	(0.42%)
Intergovernmental Services	$2,251,805	$1,529,899	$1,856,000	$1,926,202	$1,788,000	($68,000)	(3.66%)
Capital Outlays	$0	$41,955	$10,596	$14,143	$0	($10,596)	(100.00%)
Interfund Payments for Service	$0	$0	$16,000	$16,000	$110,225	$94,225	588.91%
Total Criminal Justice Expenditures	$2,426,713	$1,781,966	$2,095,224	$2,170,018	$2,109,968	$14,744	0.70%

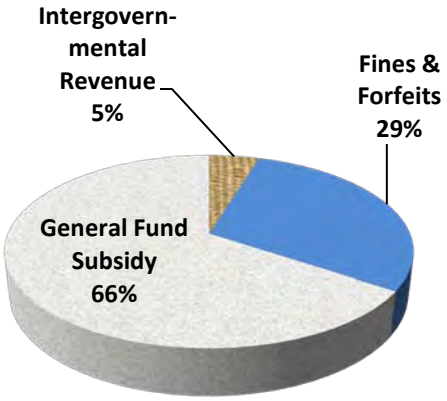
Revenue by Type 2010 – 2013

Revenue Source	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Intergovernmental Revenues	$12,902	$41,955	$10,596	$10,687	$100,000	$89,404	843.75%
Charges for Goods and Services	$1,259	$0	$0	$0	$0	$0	0.00%
Fines & Forfeits	$625,963	$599,840	$625,000	$598,873	$625,000	$0	0.00%
Total Revenue	$640,124	$641,795	$635,596	$609,560	$725,000	$89,404	14.07%
General Fund Subsidy	$1,786,589	$1,140,171	$1,459,628	$1,560,458	$1,384,968	($74,660)	(5.12%)
Total Criminal Justice Resources	$2,426,713	$1,781,966	$2,095,224	$2,170,018	$2,109,968	$14,744	0.70%

Expenditures



Revenue



Criminal Justice
2013 Budget

Budget Changes

Revenues

- ✓ Jail contingency funding: Given the unpredictable nature of jail services, $100,000 of proceeds that the City received for jail planning and optimization is budgeted as a contingency for unanticipated costs associated with an increase in the number of jail bed days.

Expenditures

- ✓ By continuing the contract for jail services with Snohomish County the City's 2013 jail budget is 11.59% lower than the 2012 budget.
- ✓ District Court: Increased Intergovernmental Professional Services by $50,000 due to the City's fluctuating use of the District Court and infraction revenue that may offset a majority, but not likely all, of these costs.

JAIL

PROGRAM PURPOSE:

The Jail program accounts for the costs of screening, booking and imprisonment of misdemeanant offenders. This service is provided through interlocal agreements with the King County and Yakima County jails.

STRATEGIC OBJECTIVES:

Safe and Attractive Neighborhoods and Business Districts

Measurement: EFFICIENCY	**2009**	**2010**	**2011**	**2012 Est.**	**2013 Proj.**
Average cost per jail day used	**$89.63**	**$96.50**	**$68.03**	**$72.34**	**$73.28**
Percentage of days held at Snohomish County Jail. (Before 2011 the jail facility was Yakima County)	**48%**	**60%**	**89%**	**90%**	**98%**

Measurement: WORKLOAD	**2009**	**2010**	**2011**	**2012 Est.**	**2013 Proj.**
Total Jail Days Used	**9,628**	**13,383**	**10,917**	**11,100**	**14,056**

PUBLIC DEFENDER

PROGRAM PURPOSE:

The Public Defender provides legal representation for indigent criminal defendants

STRATEGIC OBJECTIVES:

Governmental Excellence

Measurement: WORKLOAD	**2009**	**2010**	**2011**	**2012 Est.**	**2013 Proj.**
Number of cases represented	**925**	**935**	**1,018**	**875**	**900**

MUNICIPAL COURT

PROGRAM PURPOSE:

The City contracts with King County to provide municipal court services for the City of Shoreline

STRATEGIC OBJECTIVES:

Safe and Attractive Neighborhoods and Business Districts

Measurement: EFFICIENCY	2009	2010	2011	2012 Est.	2013 Proj.
Percentage of days held at Snohomish County County Jail. (Before 2011 the jail facility was Yakima County)	**48%**	**60%**	**89%**	**90%**	**98%**

Parks, Recreation And Cultural Services

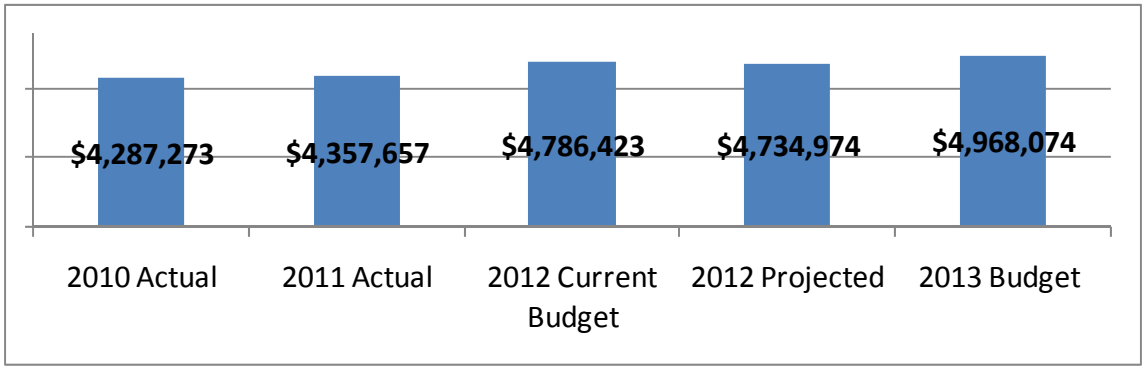
PRCS

Parks, Recreation and Cultural Services
2013 Budget

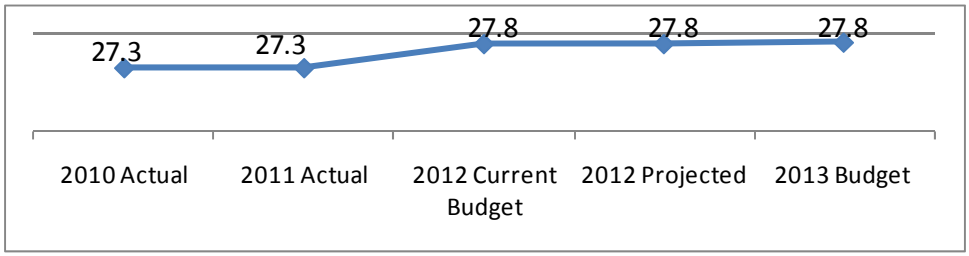
Department Mission Statement

"Provide life-enhancing experiences and promote a healthy community, and to bring our culture to life and transfer it to the next generation"

Expenditure Comparison 2010 - 2013



Staffing Trend 2010 – 2013



Parks, Recreation and Cultural Services
2013 Budget

Staffing Summary by Program 2010 – 2013

Program	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Administration	3.50	3.50	3.50	3.50	4.00	0.50	14.29%
Athletic Field Maintenance	2.10	2.10	2.10	2.10	1.95	(0.15)	(7.14%)
Parks & Open Space	5.50	5.50	5.50	5.50	5.53	0.03	0.64%
Aquatics	5.70	5.70	5.70	5.70	5.58	(0.13)	(2.19%)
Recreation Facilty Rental	0.40	0.40	0.40	0.40	0.33	(0.08)	(18.75%)
General Recreation	4.30	4.30	4.80	4.80	4.50	(0.30)	(6.25%)
Teen Recreation	4.10	4.10	4.10	4.10	4.05	(0.05)	(1.22%)
Parks Arts & Special Events	0.70	0.70	0.70	0.70	1.40	0.70	100.00%
Capital Projects	1.00	1.00	1.00	1.00	0.50	(0.50)	(50.00%)
Total FTE	27.30	27.30	27.80	27.80	27.83	0.03	0.13%

2013 Summary by Positions and FTEs

Position	Head Count	FTE
Parks Director	1	1.00
Recreation Superintendent	1	1.00
Recreation Coordinator I	3	2.00
Recreation Coordinator II	2	2.00
Administrative Assistant I	1	0.50
Administrative Assistant II	2	2.00
Administrative Assistant III	1	1.00
Recreation Assistant I	1	0.80
Recreation Assistant II	1	1.60
Recreation Assistant III	1	1.00
Recreation and Class Program Assistant	1	1.00
Parks Superintendent	1	1.00
Senior Parks Maintenance Worker	1	1.00
Parks Maintenance Worker I	2	2.00
Parks Maintenance Worker II	3	3.00
Parks and Recreation Project Coordinator	1	1.00
Teen Program Assistant	3	2.70
Senior Lifeguard	3	2.35
Lifeguard 2	1	0.88
Department Total	30	27.83

Parks, Recreation and Cultural Services
2013 Budget

2012 Council Goals and Workplan Accomplishments

Goal 1: Strengthen Shoreline's economic base

- Collaborated with numerous Shoreline businesses to develop Piano Time and Sculpture Stroll to activate Park at Town Center to help with City's "place-making" efforts.

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

- Designed and constructed new Community Garden at Twin Ponds Park.
- Developed Master Site Plan for Park at Town Center.
- Completed parking lot and pedestrian frontage improvements at Kruckeberg Botanic Garden.
- Replaced 500 linear feet of water mainline at Richmond Beach Saltwater Park.

2012 Operational Accomplishments

- Increased revenue from rental of City Hall by 300%.
- Received $5K continuation grant from Raikes Foundation to embed Youth Program Quality Initiative (YPQI) tool into teen and youth development programs.
- Completed Public Art Master Plan for PROS Plan inclusion.
- Began efforts to have City designated a Tree City USA city.
- Organized and hosted or helped sponsor numerous public art events, including gallery at City Hall, sculptures at Kruckeberg Botanic Garden, Arts Crush, and Summerset Arts Fest at Ronald Bog.
- Installed adult outdoor exercise equipment at Richmond Beach Saltwater Park.
- Started two new Youth & Teen summer programs 'Swim Around The Lake' and 'Loco Camp'.
- Organized two Healthy City events: Shoreline Eats4Health and Monster Mash Dash Family 5k Fun Run/Walk.
- Encouraged community to participate in June's Million Stair Challenge at Richmond Beach Saltwater Park resulting in over 1,238,834 steps being recorded.
- Extended morning care to the Meridian Park summer camp program.
- Updated all Lifeguard Trainers to the new American Red Cross Lifeguard Curriculum.
- Purchased two "green" cycles for Spartan Recreation Center weight room that put energy back on grid.

2013 Council Goals and Workplan Objectives

Goal 1: Strengthen Shoreline's economic base

- Begin working with PCD Department and Economic Development staff to encourage public art and/or art spaces in private development including development of a mural program.

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

- Design park improvements and develop maintenance strategy for Sunset Elementary School property.
- Site an east-side off leash dog area.
- Complete design for phase I improvements to Echo Lake Park.
- Complete citywide trail way-finding signage strategy and begin installation.
- Continue habitat restoration efforts at Richmond Beach Saltwater Park.

Goal 3 Prepare for two Shoreline light rail stations

- Work with Sound Transit on trail connections to stations and park impacts.

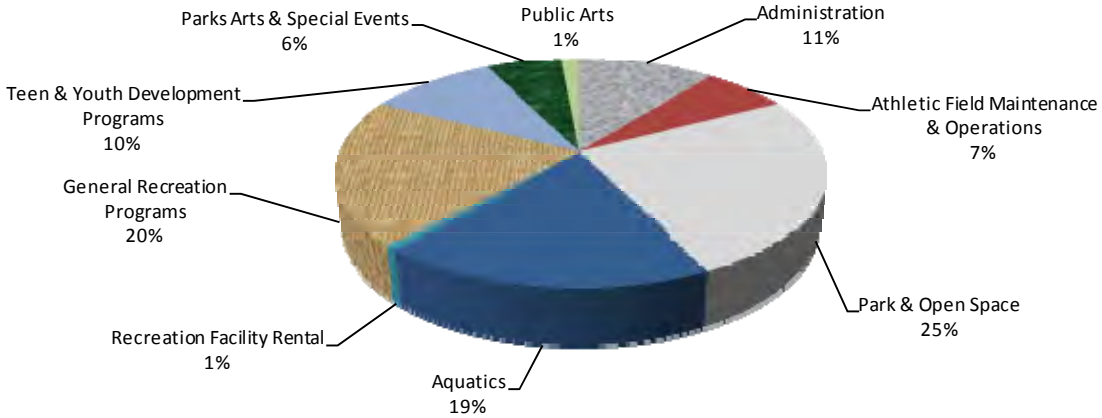
2013 Operational Objectives

- Increase number of permanent and temporary art installations around City.
- Develop a needs assessment for Spartan Recreation Center patrons to improve service and create new programs/events.
- Develop an expanded community forum seeking input from specialized recreation participants and caregivers.
- In conjunction with other municipalities develop strategy for implementing comprehensive Youth Program Quality Initiative assessment program.
- Create a strategic plan for evaluating teen program offerings on City's eastside and make program changes based on plan.
- Improve programming for active seniors.

Parks, Recreation and Cultural Services
2013 Budget

Expenditure by Program 2010 – 2013

Expenditures By Program	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Administration	$470,343	$436,462	$465,625	$465,621	$538,525	$72,900	15.66%
Athletic Field Maintenance & Operations	$288,196	$302,828	$331,281	$327,962	$327,968	($3,314)	(1.00%)
Park & Open Space	$1,040,913	$1,088,111	$1,220,254	$1,201,461	$1,252,756	$32,502	2.66%
Aquatics	$809,110	$841,476	$897,416	$871,224	$926,711	$29,295	3.26%
Recreation Facility Rental	$34,835	$36,936	$38,648	$38,647	$35,631	($3,017)	(7.81%)
General Recreation Programs	$897,953	$918,416	$983,937	$983,937	$1,016,367	$32,430	3.30%
Teen & Youth Development Programs	$444,203	$437,132	$490,638	$489,880	$501,005	$10,367	2.11%
Parks Arts & Special Events	$222,739	$230,938	$286,113	$283,733	$299,111	$12,998	4.54%
Public Arts	$78,981	$65,357	$72,511	$72,510	$70,000	($2,511)	(3.46%)
Total Expenditure	$4,287,273	$4,357,657	$4,786,423	$4,734,974	$4,968,074	$181,651	3.80%



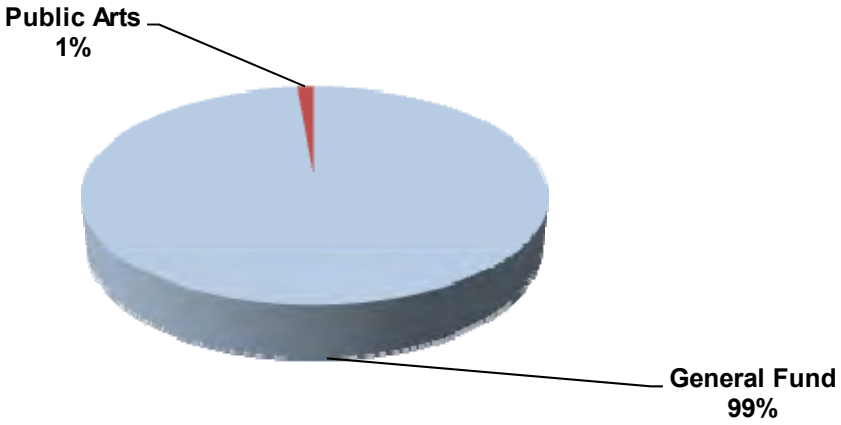
Revenue by Program 2010 – 2013

Revenues By Program	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Administration	($38,338)	($41,101)	($45,000)	($45,000)	($45,000)	$0	0.00%
Athletic Field Maintenance & Operations	$325,511	$347,161	$320,774	$323,702	$339,954	$19,180	5.98%
Park & Open Space	$56,977	$49,542	$41,643	$45,909	$76,881	$35,238	84.62%
Aquatics	$380,502	$388,592	$374,650	$387,337	$387,000	$12,350	3.30%
Recreation Facility Rental	$105,152	$112,806	$104,475	$105,200	$108,825	$4,350	4.16%
General Recreation Programs	$600,004	$636,839	$608,500	$576,945	$608,500	$0	0.00%
Teen & Youth Development Programs	$59,796	$34,118	$28,416	$37,150	$32,431	$4,015	14.13%
Parks Arts & Special Events	$24,485	$19,196	$23,100	$19,700	$23,700	$600	2.60%
Public Arts	$96,052	$7,772	$3,550	$3,650	$500	($3,050)	(85.92%)
Total Operations Revenue	$1,610,141	$1,554,925	$1,460,108	$1,454,593	$1,532,791	$72,683	4.98%
General Fund Subsidy	$2,694,203	$2,745,147	$3,257,354	$3,211,521	$3,365,783	$108,429	3.33%
Use of Public Arts Fund Balance	($17,071)	$57,585	$68,961	$68,860	$69,500	$539	0.00%
Total Resources	$4,287,273	$4,357,657	$4,786,423	$4,734,974	$4,968,074	$181,651	3.80%

Parks, Recreation and Cultural Services
2013 Budget

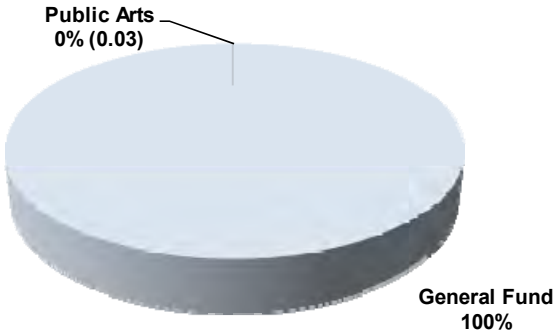
Expenditures by Fund 2010 – 2013

Expenditures By Fund	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
General Fund	$4,208,292	$4,292,300	$4,713,912	$4,662,464	$4,898,074	$184,162	3.91%
Public Arts	$78,981	$65,357	$72,511	$72,510	$70,000	($2,511)	(3.46%)
Total Parks Budget	$4,287,273	$4,357,657	$4,786,423	$4,734,974	$4,968,074	$181,651	3.80%



Revenue by Fund 2010 – 2013

Revenues By Fund	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
General Fund	$1,514,089	$1,547,153	$1,456,558	$1,450,943	$1,532,291	$75,733	5.20%
Public Arts	$96,052	$7,772	$3,550	$3,650	$500	($3,050)	(85.92%)
General Fund Subsidy	$2,694,203	$2,745,147	$3,257,354	$3,211,521	$3,365,783	$204,071	6.66%
Use of Public Arts Fund Balance	($17,071)	$57,585	$68,961	$68,860	$69,500	($60,716)	0.00%
Total Parks Revenue	$4,287,273	$4,357,657	$4,786,423	$4,734,974	$4,968,074	$216,038	4.51%



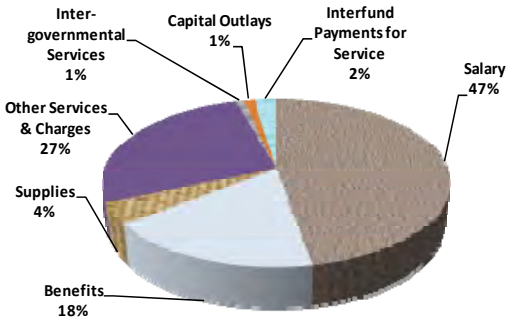
Parks, Recreation and Cultural Services
2013 Budget

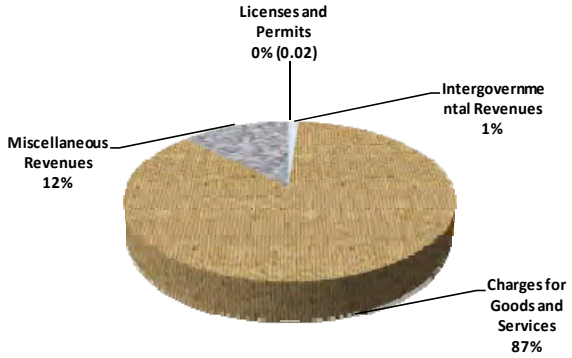
Expenditures by Type 2010 – 2013

Object Category Name	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Salary	$2,117,734	$2,138,956	$2,268,792	$2,256,658	$2,342,147	$73,355	3.23%
Benefits	$637,390	$696,298	$784,456	$782,124	$866,539	$82,083	10.46%
Supplies	$182,556	$192,742	$208,813	$227,319	$206,927	($1,886)	(0.90%)
Other Services & Charges	$1,185,049	$1,161,508	$1,290,783	$1,264,358	$1,331,832	$41,049	3.18%
Intergovernmental Services	$58,298	$32,862	$42,422	$42,270	$43,809	$1,387	3.27%
Capital Outlays	$49,215	$36,582	$92,011	$62,498	$60,917	($31,094)	(33.79%)
Interfund Payments for Service	$57,031	$98,709	$99,146	$99,747	$115,903	$16,757	16.90%
Total Parks Expenditures	$4,287,273	$4,357,657	$4,786,423	$4,734,974	$4,968,074	$181,651	3.80%

Revenue by Type 2010 – 2013

Revenue Source	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Licenses and Permits	$925	$412	$300	$300	$300	$0	0.00%
Intergovernmental Revenues	$35,097	$32,390	$16,731	$29,965	$16,731	$0	0.00%
Charges for Goods and Services	$1,298,915	$1,347,513	$1,298,635	$1,264,771	$1,325,300	$26,665	2.05%
Fines	$140	$2,052	$0	$268	$0	$0	0.00%
Miscellaneous Revenues	$160,992	$167,874	$144,442	$159,289	$190,460	$46,018	31.86%
Other Financing Sources	$114,072	$4,684	$0	$0	$0	$0	0.00%
Total Parks Revenue	**$1,610,141**	**$1,554,925**	**$1,460,108**	**$1,454,593**	**$1,532,791**	**$72,683**	**4.98%**
General Fund Subsidy	$2,694,203	$2,745,147	$3,257,354	$3,211,521	$3,365,783	$108,429	3.33%
Use of Public Arts Fund Balance	($17,071)	$57,585	$68,961	$68,860	$69,500	$539	0.78%
Total Parks Resources	**$4,287,273**	**$4,357,657**	**$4,786,423**	**$4,734,974**	**$4,968,074**	**$181,651**	**3.80%**





Budget Changes

- ✓ Other Services and Charges increase includes estimated utility increases: 11% Sewer, 3.8% Water, 1.2% Gas & 4.7% Electricity

PARKS ADMINISTRATION

PROGRAM PURPOSE:

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

STRATEGIC OBJECTIVES:

Quality Services, Facilities and Infrastructure

Measurement: EFFECTIVENESS	2009	2010	2011	2012 Est.	2013 Proj.
Park acreage per thousand population	7.13	7.19	7.16	7.16	7.16
Percentage of citizens satisfied with Parks, Recreation and Cultural Services	82%	85%	85%	85%	85%

Measurement: EFFICIENCY	2009	2010	2011	2012 Est.	2013 Proj.
Parks Administration as a percent of the total Parks budget	9.90%	10.95%	10.17%	10.06%	10.00%
Parks and Recreation FTE per 1.000 population	.50	.48	.51	.49	.49
Recreation and athletic programming cost recovery percentage	66.3%	64.0%	64.0%	69.1%	68.7%

Measurement: INPUT	2009	2010	2011	2012 Est.	2013 Proj.
Number of volunteer hours	3,500	3,840	4,189	3,500	4,000

ATHLETIC FIELD MAINTENANCE & OPERATIONS

PROGRAM PURPOSE:

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

STRATEGIC OBJECTIVES:

Quality Services, Facilities and Infrastructure

Measurement: EFFICIENCY	2009	2010	2011	2012 Est.	2013 Proj.
Program Revenue as a percent of program expense	102.70%	112.90%	114.49%	105.59%	103.65%

Measurement: WORKLOAD	2009	2010	2011	2012 Est.	2013 Proj.
Number of baseball fields	15	14	14	14	14
Number of baseball/soccer game field preps provided	1,290	1,290	1,310	1,310	1,300
Number of baseball/soccer practice field preps provided	1,300	1,300	1,300	1,300	1,300
Number of hours of adult field rentals	5,658	5,677	5,078	5,600	5,600
Number of hours of youth field rentals	11,779	10,935	13,624	11,000	12,000
Number of soccer fields	10	10	10	10	10

PARKS AND OPEN SPACE MAINTENANCE PROGRAM

PROGRAM PURPOSE:

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.

STRATEGIC OBJECTIVES:

Quality Services, Facilities and Infrastructure

Measurement: EFFICIENCY	2009	2010	2011	2012 Est.	2013 Proj.
Average Annual cost per acre of park property maintained	$3,392	$3,124	$3,360	$3,710	$3,868

Measurement: WORKLOAD	2009	2010	2011	2012 Est.	2013 Proj.
Number of acres of park and open space maintained	381	381	381	381	381

Measurement: INPUT	2009	2010	2011	2012 Est.	2013 Proj.
Total Cost of Contracted Maintenance Services	$312,102	$192,503	$233,775	$263,314	$266,769

AQUATICS

PROGRAM PURPOSE:

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

STRATEGIC OBJECTIVES:

Quality Services, Facilities and Infrastructure

Measurement: EFFICIENCY	2009	2010	2011	2012 Est.	2013 Proj.
Drop-in participants per hour of drop-in opportunity.	15.4	16.1	14.09	14.5	14.5
Program Revenue as a percentage of program costs (added utilities in 2005).	45.7%	47.1%	46.7%	45.0%	46.0%
Revenue per hour of Shoreline Pool operation	$75.8	$73.9	$77.4	$74.75	$75.5

Measurement: WORKLOAD	2009	2010	2011	2012 Est.	2013 Proj.
Number of course participants	4,738	4,900	4,982	4,838	4,950
Number of drop-in participants	39,121	41,702	36,412	3,800	3,800
Number of hours of course instruction	4,386	4,481	4,453	4,425	4,453
Number of hours of drop-in opportunities (Lap & Rec Swim, Aerobic)	2,530	2,584	2,584	2,584	2,584
Number of pool rental hours.	4,176	4,133	4,210	4,215	4,220
Resident Course Participants	82%	78%	81%	80%	80%
Total Number of hours of pool operation	5,018	5,018	5,018	5,018	5,018

RECREATION FACILITY RENTAL PROGRAM

PROGRAM PURPOSE:

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

STRATEGIC OBJECTIVES:

Quality Services, Facilities and Infrastructure

Measurement: **WORKLOAD**	**2009**	**2010**	**2011**	**2012 Est.**	**2013 Proj.**
Hours of Baseball/Softball Field Rentals	**9,000**	**10,000**	**9,000**	**9,000**	**9,000**
Hours of Football Field Rentals	**700**	**800**	**850**	**800**	**800**
Hours of Picnic Shelter Rentals	**1,600**	**1,700**	**1,900**	**2,000**	**2,000**
Hours of Rentals of Richmond Highlands Recreation Center	**275**	**300**	**300**	**300**	**280**
Hours of Rentals of Spartan Recreation Center	**3,300**	**3,300**	**3,000**	**3,000**	**3,100**
Hours of Soccer Field Rentals	**8,000**	**8,400**	**8,500**	**8,500**	**8,500**
Total Hours of facility rentals	**22,975**	**25,000**	**23,550**	**25,000**	**25,000**

GENERAL RECREATION PROGRAMS

PROGRAM PURPOSE:

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

STRATEGIC OBJECTIVES:

Quality Services, Facilities and Infrastructure

Measurement: EFFECTIVENESS	2009	2010	2011	2012 Est.	2013 Proj.
Percentage of class sessions, ie pre-ballet has 10 sessions = 10 classes, that were held that were offered	80%	80%	80%	80%	80%
Percentage of customers rating the quality of the programs as good or excellent	95%	95%	95%	95%	95%
Percentage of residents who participated in recreational programming offered by the City	73%	75%	75%	75%	77%

Measurement: EFFICIENCY	2009	2010	2011	2012 Est.	2013 Proj.
Percent of general recreation program budget supported by fees.	68.2%	66.8%	64.7%	58.8%	60%

Measurement: WORKLOAD	2009	2010	2011	2012 Est.	2013 Proj.
Number of adult participants	35,000	30,000	35,000	35,000	35,000
Number of adult recreational classes held	185	180	180	185	180
Number of preschool participants	8,000	8,000	8,500	9,000	9,000
Number of preschool recreational classes held	125	100	125	125	130
Number of youth participants	6,500	6,500	7,000	7,000	7,500
Number of youth recreational classes held	350	350	350	350	350

ARTS AND SPECIAL EVENTS PROGRAM

PROGRAM PURPOSE:

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

STRATEGIC OBJECTIVES:

Quality Services, Facilities and Infrastructure

Measurement: EFFICIENCY	2009	2010	2011	2012 Est.	2013 Proj.
Shoreline Historical Museum contribution per capita	$1.23	$1.13	$1.13	$1.13	$1.13
Shoreline/Lake Forest Park Arts Council contribution per capita	$1.23	$1.13	$1.13	$1.13	$1.13

Measurement: WORKLOAD	2009	2010	2011	2012 Est.	2013 Proj.
Hamlin Haunt attendance (2009 haunt did not take place due to Park construction)	NA	1,000	1,200	1,000	1,000
Healthy City Partners				15	20
Monster Mash Dash				250	400
Number of Events Held During Celebrate Shoreline: Teen Event, Parade, Festival, Jazz Walk, Sand Castle Contest, Car Show, and Dog	6	6	6	6	7
Number of Sponsors of Celebrate Shoreline Events	20	22	19	14	15
Number of summer lunchtime events	6	6	6	6	6
Shoreline Eats for Health Participation				200	300
Summer lunchtime event attendance	2,400	2,450	2,500	2,400	2,500
Swingin' Summer Eve attendance	1,000	1,200	1,500	1,000	1,200

ARTS AND SPECIAL EVENTS PROGRAM

Measurement: INPUT	2009	2010	2011	2012 Est.	2013 Proj.
Amount of sponsorship dollars for Celebrate Shoreline	**$16,585**	**$20,065**	**$14,171**	**$14,000**	**$18,000**
Total Cost for Swingin' Summer Eve Events	**$400**	**$800**	**$800**	**$1,225**	**$1,250**
Total Cost of Hamlin Haunt	**Park Closed**	**$2,000**	**$2,000**	**$2,750**	**$2,800**
Total Cost of Healthy City				**$3,000**	**$8,000**
Total Cost of Summer Lunchtime Events	**$3,100**	**$3,900**	**$4,000**	**$4,000**	**$4,000**

TEEN AND YOUTH DEVELOPMENT PROGRAMS

PROGRAM PURPOSE:

The Teen and Youth Development Program helps youth in the community make successful life choices by being positive role models and offering diverse, challenging, safe and innovative programs. As a means of gauging progress toward this goal, the program uses the assessment tool of the David P. Weikert Center for Youth Program Quality, a division of the Forum for Youth Investment. This Youth Program Quality Assessment (YPQA) is a nationally recognized and empirically based tool that focuses staff on creating safe and supportive program environments while providing the opportunity for peer interaction and youth engagement

STRATEGIC OBJECTIVES:

Quality Services, Facilities and Infrastructure

Measurement: EFFECTIVENESS	**2009**	**2010**	**2011**	**2012 Est.**	**2013 Proj.**
Percentage of Assessed Items receiving a grade of 3 or higher on 4 main YPQA scales for all assessed program offerings			**80%**	**70%**	**80%**
Percentage of surveyed participants that always or sometimes feel that the Teen Program provides all 9 of the development assets surveyed	**75%**	**80%**	**N/A**	**N/A**	**N/A**

Measurement: EFFICIENCY	**2009**	**2010**	**2011**	**2012 Est.**	**2013 Proj.**
Net cost per hour of teen recreation programs (net of revenue)	**$133**	**$135**	**$141**	**$159**	**$164**
Net Cost per Visit (net of revenues)	**$17.2**	**$16.6**	**$17.4**	**$17.3**	**$16.1**

Measurement: WORKLOAD	**2009**	**2010**	**2011**	**2012 Est.**	**2013 Proj.**
Number of program hours	**2,850**	**2,850**	**2,850**	**2,850**	**2,850**
Number of visits in the Teen Late Night Programs	**11,676**	**10,260**	**5,397**	**7,000**	**6,000**
Number of visits to all Youth and Teen Development Programs excluding Late Night	**10,046**	**12,488**	**20,740**	**23,000**	**23,000**
Total number of all visits	**22,061**	**23,136**	**26,137**	**30,000**	**29,000**

CITY OF SHORELINE

PLANNING &
COMMUNITY DEV.

Planning and Community Development

Planning and Community Development
2013 Budget

Department Mission Statement

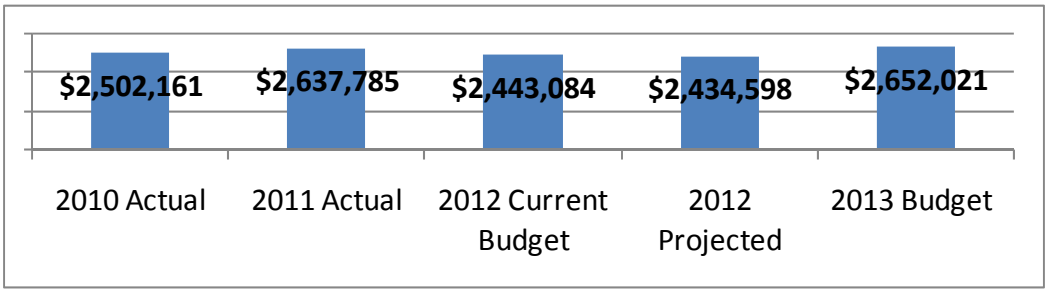
"Our mission is to ensure that the natural and built environments are healthy, safe, and reflect the community's vision by providing exceptional customer service, listening to our customers and citizens, and proactively solving problems."

Planning and Community Development

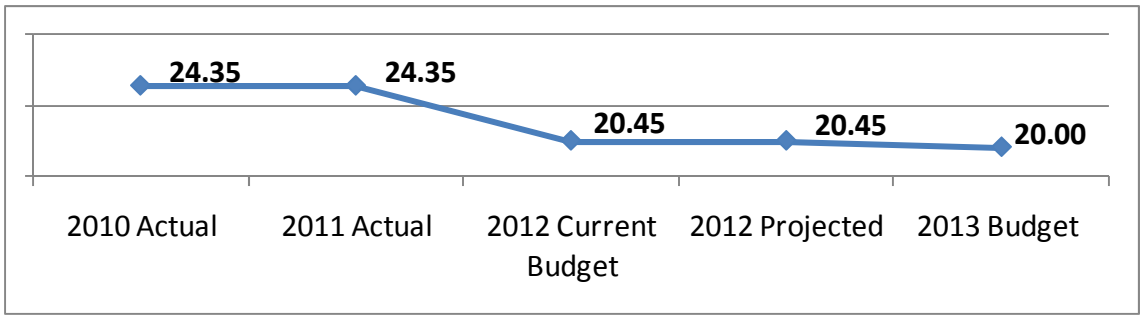
Rachael Markle - Planning and Community Development Director (206) 801-2531

Permit Services	Code Enforcement	City Planning	Building and Inspections	P&CD Administrative Services
4.97 FTE	1.40 FTE	6.41 FTE	5.35 FTE	1.87 FTE

Expenditure Comparison 2010-2013



Staffing Trend 2010 – 2013



Planning and Community Development
2013 Budget

Position Summary by Program 2010 – 2013

Programs	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Permit Services	7.07	7.15	4.98	4.98	4.97	(0.01)	(0.2%)
Code Enforcement	1.47	2.27	1.35	1.35	1.40	0.05	3.7%
City Planning	8.02	8.32	6.91	6.91	6.41	(0.50)	(7.3%)
Building & Inspections	5.40	4.68	5.35	5.35	5.35	0.00	0.0%
P&CD Administrative Services	2.15	1.93	1.86	1.86	1.87	0.01	0.7%
Capital Projects	0.25	0.00	0.00	0.00	0.00	0.00	
Total FTE	24.35	24.35	20.45	20.45	20.00	(0.45)	(2.2%)

2013 Summary by Positions and FTEs

Position	Head Count	FTE
Planning & Community Development Director	1	1.00
Planning Manager	1	1.00
Management Analyst	1	1.00
Permit Services Manager	1	1.00
Senior Planner	2	2.00
Building Official	1	1.00
Associate Planner	3	3.00
Plans Examiner II	1	1.00
Plans Examiner III	1	1.00
Structural Plans Examiner	1	1.00
Combination Inspector	2	2.00
Code Enforcement Officer	1	1.00
Technical Assistant	2	2.00
Administrative Assistant II	1	1.00
Administrative Assistant III	1	1.00
Department Total	20	20.00

Planning and Community Development
2013 Budget

2012 Council Goals and Workplan Accomplishments

Goal 1: Strengthen Shoreline's economic base

- Streamlined and consolidated commercial design standards and zoning designations.

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

- Completed a major update of the Comprehensive Plan and engaged public by hosting five Speakers Series sessions and a sustainability forum related to Plan elements.
- Oversaw design, content, and provided data for Sustainability Indicators website tool.

Goal 3: Prepare for two Shoreline light rail stations

- Aided Council in selection of preferred light rail alignment in Shoreline and development of framework station area policies.
- Began light rail station area planning process.
- Amended Comprehensive Plan and Comprehensive Plan Map to include light rail station areas.

2012 Operational Accomplishments

- Shoreline Master Program adopted by Council.
- Set up 24-hour online permit search tool to retrieve permit status and other relevant information.

2013 Council Goals and Workplan Objectives

Goal 1: Strengthen Shoreline's economic base

- Pursue provision of online permitting and an enhanced permitting system that will support web based tools and allow electronic plan review.

Goal 3: Prepare for two Shoreline light rail stations

- Advance planning for two light rail stations at N 185th and N 145th Streets at I-5 and engage community in an education and outreach plan.
- Coordinate with Sound Transit's light rail project and review related Draft Environmental Impact Statement (DEIS).
- Actively participate in Growing Transit Communities Task Force.

2013 Operational Objectives

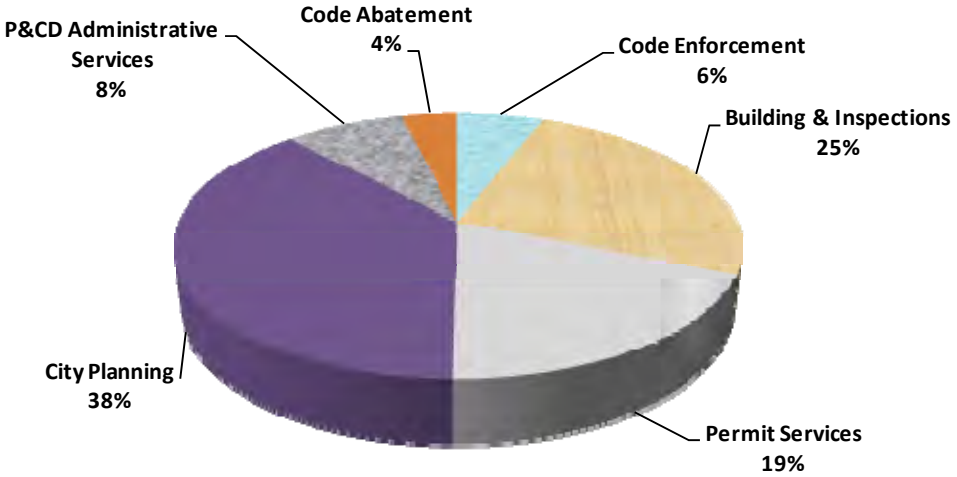
- Streamline regulations and processes and market services to help increase number of development applications.
- Design "how-to" workshops to promote development of residences and small businesses.

Planning and Community Development
2013 Budget

Expenditure by Program 2010 – 2013

Program Budget	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Code Enforcement	$153,180	$246,824	$144,579	$142,964	$156,269	$11,690	8.09%
Building & Inspections	$574,292	$535,282	$640,234	$640,234	$669,033	$28,799	4.50%
Permit Services	$677,944	$694,295	$479,263	$478,347	$505,325	$26,062	5.44%
City Planning	$848,676	$947,482	$864,241	$857,771	$1,004,764	$140,523	16.26%
P&CD Administrative Services	$236,152	$205,968	$214,767	$215,282	$216,630	$1,863	0.87%
Code Abatement	$11,917	$7,934	$100,000	$100,000	$100,000	$0	0.00%
Total Program Budget	$2,502,161	$2,637,785	$2,443,084	$2,434,598	$2,652,021	$208,937	8.55%

*The Code Enforcement Program is also supported by 60% of the Customer Response Team.



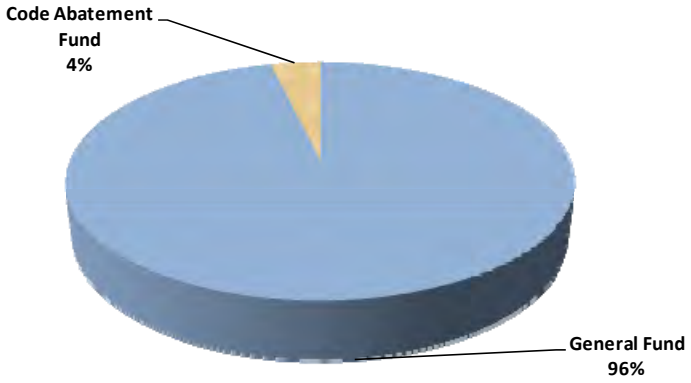
Revenue by Program 2010 – 2013

Program Revenue	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Building & Inspections	$318,942	$626,687	$329,775	$613,613	$494,290	$164,515	49.89%
Permit Services	$212,628	$418,081	$219,850	$409,809	$329,526	$109,676	49.89%
City Planning	$103,265	$118,872	$106,989	$68,428	$50,239	($56,750)	(53.04%)
Code Abatement	$17,191	$19,008	$80,550	$80,100	$80,550	$0	0.00%
Total Program Revenue	$652,026	$1,182,648	$737,164	$1,171,950	$954,605	$217,441	29.50%
General Fund Subsidy	$1,855,409	$1,466,211	$1,686,470	$1,242,748	$1,677,966	($8,504)	(0.50%)
Use of Code Abatement Fund Balance	($5,274)	($11,074)	$19,450	$19,900	$19,450	$0	0.00%
Total Resources	$2,502,161	$2,637,785	$2,443,084	$2,434,598	$2,652,021	$208,937	8.55%

Planning and Community Development
2013 Budget

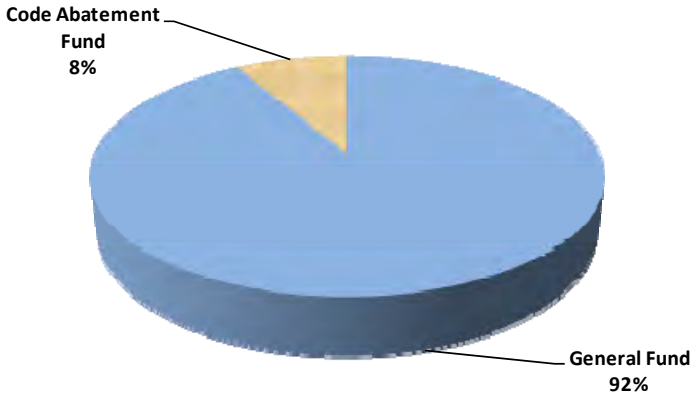
Expenditures by Fund 2010 – 2013

Expenditures By Fund	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
General Fund	$2,490,244	$2,629,851	$2,343,084	$2,334,598	$2,552,021	$208,937	8.92%
Code Abatement Fund	$11,917	$7,934	$100,000	$100,000	$100,000	$0	0.00%
Total Fund Expenditures	$2,502,161	$2,637,785	$2,443,084	$2,434,598	$2,652,021	$208,937	8.55%



Revenue by Fund 2010 – 2013

Revenue By Fund	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
General Fund	$634,835	$1,163,640	$656,614	$1,091,850	$874,055	$217,441	33.12%
Code Abatement Fund	$17,191	$19,008	$80,550	$80,100	$80,550	$0	0.00%
Total Fund Revenues	$652,026	$1,182,648	$737,164	$1,171,950	$954,605	$217,441	29.50%
General Fund Subsidy	$1,855,409	$1,466,211	$1,686,470	$1,242,748	$1,677,966	($8,504)	(0.50%)
Use of Code Abatement Fund Balance	($5,274)	($11,074)	$19,450	$19,900	$19,450	$0	0.00%
Total Fund Resources	$2,502,161	$2,637,785	$2,443,084	$2,434,598	$2,652,021	$208,937	8.55%



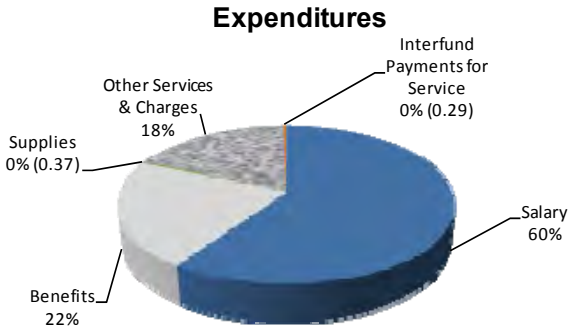
Planning and Community Development
2013 Budget

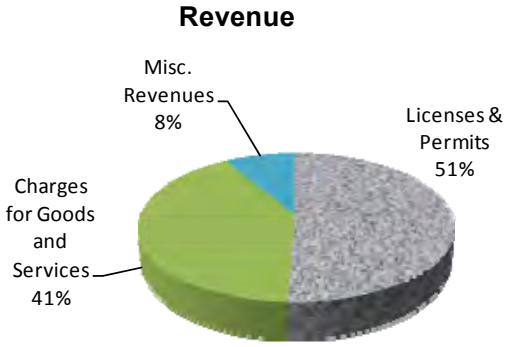
Expenditures by Type 2010 – 2013

Object Category Name	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Salary	$1,824,854	$1,904,750	$1,594,498	$1,593,666	$1,578,380	($16,118)	(1.01%)
Benefits	$552,703	$602,250	$551,376	$551,165	$578,735	$27,359	4.96%
Supplies	$11,161	$7,234	$9,761	$9,840	$9,761	$0	0.00%
Other Services & Charges	$106,999	$117,155	$280,217	$272,695	$477,328	$197,111	70.34%
Intergovernmental Services	$660	$20	$0	$0	$0	$0	0.00%
Interfund Payments for Service	$5,784	$6,376	$7,232	$7,232	$7,817	$585	8.09%
Total PADS Expenditures	$2,502,161	$2,637,785	$2,443,084	$2,434,598	$2,652,021	$208,937	8.55%

Revenue by Type 2010 – 2013

Revenue	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Licenses & Permits	$397,337	$659,528	$391,225	$610,677	$484,381	$93,156	23.81%
Intergovernmental Revenue	$0	$45,111	$9,889	$9,889	$0	($9,889)	100.00%
Charges for Goods and Services	$237,498	$458,997	$255,500	$471,284	$389,674	$134,174	52.51%
Fines	$4,352	$1,125	$0	$0	$0	$0	0.00%
Miscellaneous Revenues	$12,839	$17,887	$80,550	$80,100	$80,550	$0	0.00%
Total PADS Revenue	$652,026	$1,182,648	$737,164	$1,171,950	$954,605	$217,441	29.50%
General Fund Subsidy	$1,855,409	$1,466,211	$1,686,470	$1,242,748	$1,677,966	($8,504)	(0.50%)
Use of Code Abatement Fund Balance	($5,274)	($11,074)	$19,450	$19,900	$19,450	$0	0.00%
Total PADS Resources	$2,502,161	$2,637,785	$2,443,084	$2,434,598	$2,652,021	$208,937	8.55%





Budget Changes

- ✓ Added $250,000 for *Light Rail Station Area Planning* (Council Goal No. 3, $250,000) at 185th and I-5 creating a plan and regulations to transform a predominantly single family neighborhood into a transit oriented community. Funding includes development and implementation of an extensive public participation process along with anticipated costs for environmental review.

CITY PLANNING

PROGRAM PURPOSE:

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.

STRATEGIC OBJECTIVES:

Safe, Healthy and Sustainable Environment

Measurement: EFFECTIVENESS	2009	2010	2011	2012 Est.	2013 Proj.
Percent of customers who rated services as good or excellent.	100%	95%	98%	97%	97%
Percent of customers who said they were treated courteously by employees.	96%	95%	99%	100%	100%
Percent of customers who were satisfied with the updates they received regarding their project's status.	100%	90%	94%	93%	95%
Percent of customers who were satisfied with the usefulness of the pre-application process.	95%	85%	94%	92%	93%
Percentage of permits issued on or before target dates identified in SMC (data includes days waiting for Information)	N/A	80%	86%	80%	82%

Measurement: WORKLOAD	2009	2010	2011	2012 Est.	2013 Proj.
Number of Clearing and Grading Permits	8	11	6	10	10
Number of Development Code interpretations and administrative orders submitted	51	36	25	12	12
Number of Planning Commission meetings staffed	26	26	28	26	26
Number of Preliminary Short Plats submitted	5	3	1	3	3
Number of SEPA Threshold Determinations	8	11	9	5	6
Number of Sign Permits submitted	45	59	36	35	35

CITY PLANNING

	2009	2010	2011	2012 Est.	2013 Proj.
Number of staff hours processing Comprehensive Plan amendments	**850**	**180**	**640**	**5,000**	**1,000**
Number of staff hours working on code reform			**650**	**2,000**	**2,000**

BUILDING AND INSPECTIONS

PROGRAM PURPOSE:

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

STRATEGIC OBJECTIVES:

Quality Services, Facilities and Infrastructure

Measurement: EFFECTIVENESS	2009	2010	2011	2012 Est.	2013 Proj.
Percent of building permits issued on or before the target dates identified in SMC 20.30.040 (including days waiting for information)	93%	97%	96%	93%	93%
Percent of customers who rated services as good or excellent.	100%	86%	98%	97%	97%
Percent of customers who said they were treated courteously by employees.	96%	95%	99%	100%	100%
Percent of customers who were satisfied with the clarity of inspection correction forms.	100%	94%	100%	98%	98%
Percent of customers who were satisfied with the timeliness of building inspections.	100%	95%	100%	98%	98%
Percent of customers who were satisfied with the updates they received regarding their project's status.	100%	90%	94%	93%	95%
Percent of customers who were satisfied with the usefulness of the pre-application process.	95%	85%	94%	92%	93%

Measurement: EFFICIENCY	2009	2010	2011	2012 Est.	2013 Proj.
Average number of Inspections Completed Per Inspector per day	8	7	7	7	7

Measurement: WORKLOAD	2009	2010	2011	2012 Est.	2013 Proj.
Number of Addition/Remodel Commercial Permits submitted	55	50	65	50	55
Number of Addition/Remodel Single Family Residential Permits Submitted	155	189	172	145	165
Number of Demolition Permits submitted	17	17	33	28	25

BUILDING AND INSPECTIONS

	2009	2010	2011	2012 Est.	2013 Proj.
Number of Electrical Permits Processed Through City	**50**	**39**	**46**	**40**	**40**
Number of Fire Systems Permits submitted	**84**	**66**	**73**	**50**	**60**
Number of inspections completed annually	**4,189**	**3,433**	**3,584**	**3,800**	**4,000**
Number of Mechanical Permits submitted	**322**	**301**	**425**	**340**	**360**
Number of Miscellaneous Structures (retaining walls/rockeries, wireless facilities)	**17**	**14**	**18**	**12**	**12**
Number of New Construction Commercial Permits Submitted	**9**	**3**	**8**	**10**	**10**
Number of New Construction Single-family Residential Permits submitted	**20**	**17**	**35**	**30**	**30**
Number of Plumbing Permits submitted	**124**	**148**	**140**	**150**	**150**
Number of Site Development/Construction Permits submitted	**14**	**15**	**15**	**8**	**10**

PERMIT SERVICES

PROGRAM PURPOSE:

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

STRATEGIC OBJECTIVES:

Governmental Excellence

Measurement: EFFECTIVENESS	2009	2010	2011	2012 Est.	2013 Proj.
Percent of customers who rated services as good or excellent	100%	86%	98%	97%	97%
Percent of customers who said they were treated courteously by employees	96%	93%	99%	100%	100%
Percent of customers who were satisfied with the updates they received regarding their project's status	100%	90%	94%	93%	95%
Percent of customers who were satisfied with the usefulness of the pre-application process	95%	85%	94%	92%	93%
Percentage of permits issued on or before the target dates identified in SMC 20.30.040 (data includes days waiting for information)	93%	95%	90%	88%	90%

Measurement: EFFICIENCY	2009	2010	2011	2012 Est.	2013 Proj.
Average number of days to approve addition/remodel permits	25	21	18	20	20
Average number of days to approve mechanical permits	2	2	1	2	1
Average number of days to approve miscellaneous structure permits	24	10	23	20	20
Average number of days to approve new construction permits	31	29	36	36	36
Average number of permit applications submitted per Technical Assistant	714	681	787	650	650
Average number of permits issued per Technical Assistant	670	650	778	620	620

PERMIT SERVICES

Measurement: WORKLOAD	2009	2010	2011	2012 Est.	2013 Proj.
Number of walk-in customers served	**6,700**	**5,000**	**3,634**	**5,000**	**5,000**
Number Right-of-Way Permits submitted	**420**	**379**	**443**	**370**	**370**
Total Number of Applications submitted	**1,427**	**1,361**	**1,574**	**1,300**	**1,375**

CODE ENFORCEMENT

PROGRAM PURPOSE:

The Code Enforcement Team enforces the City's codes and regulations to implement community values and to sustain a safe and attractive City.

STRATEGIC OBJECTIVES:

Safe and Attractive Neighborhoods and Business Districts

Measurement: EFFECTIVENESS	2009	2010	2011	2012 Est.	2013 Proj.
Average number of calendar days from request initiation to compliance (Abandoned Vehicles)	6	5	6	7	6
Average number of calendar days from request initiation to voluntary compliance (Strike 1 & 2)	58	45	38	21	30
Percent of abandoned vehicles tagged within 24 hours of notification	93%	94%	95%	97%	97%
Percentage of all code enforcement actions resolved by voluntary compliance (Strike 1&2)	96%	96%	96%	96%	96%
Percentage of cases closed by induced compliance (Strike 3) annually	42%	48%	63%	55%	55%
Percentage of cases open beyond 365 days (Strike 3)	54%	76%	82%	80%	75%

Measurement: EFFICIENCY	2009	2010	2011	2012 Est.	2013 Proj.
Code Enforcement expenditures per capita (Strike 3)	$2.90	$2.85	$4.61	$2.69	$2.93
Number of Active Cases per FTE (Strike 3)	146	140	139	135	135
Number of code enforcement actions (Strike 1&2) per FTE	831	924	723	683	700
Number of Proactive CE Program actions	345	294	164	154	200

Measurement: WORKLOAD	2009	2010	2011	2012 Est.	2013 Proj.
Number of code enforcement requests for action	2,252	2,334	1,573	1,383	1,430

CODE ENFORCEMENT

	2009	2010	2011	2012 Est.	2013 Proj.
Number of service requests for parking/abandoned	**1,025**	**887**	**859**	**900**	**900**
Number of service requests for vandalism/graffiti	**564**	**743**	**194**	**60**	**75**
Total number of code enforcement actions resolved (Strike 1&2)	**2,234**	**2,262**	**1,544**	**1,303**	**1,350**

P&CD - ADMINISTRATIVE SERVICES

PROGRAM PURPOSE:

P&CD 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.

STRATEGIC OBJECTIVES:

Governmental Excellence

Measurement: EFFECTIVENESS	2009	2010	2011	2012 Est.	2013 Proj.
Percent of customers who rated services as good or excellent.	100%	86%	98%	97%	97%
Percent of customers who said they were treated courteously by employees.	96%	95%	99%	100%	100%

Measurement: EFFICIENCY	2009	2010	2011	2012 Est.	2013 Proj.
Administrative Services budget as a percent of the Planning and Community Development budget.	9.4%	9.4%	7.8%	8.8%	8.2%

Measurement: WORKLOAD	2009	2010	2011	2012 Est.	2013 Proj.
Number of archival requests retrieved annually	204	165	137	140	140
Number of public disclsure requests processed	66	64	108	60	60

CITY OF SHORELINE

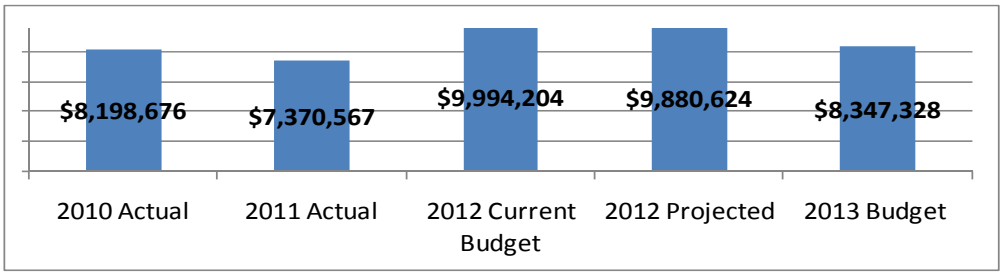
Public Works

Public Works
2013 Budget

Department Mission Statement

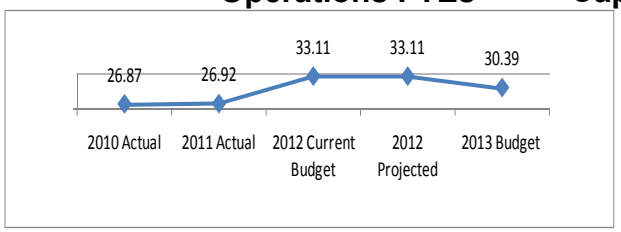
Public Works employees are guided by the principles of integrity, respect and partnerships combined with innovation, hard work and customer responsiveness. We, as a team are dedicated to maintaining and improving our City's infrastructure through positive and proactive leadership, education, planning and the delivery of quality projects on time, on target and on budget while being strong stewards of the environment, public safety, and fiscal resources.

Expenditures Comparison 2010 – 2013

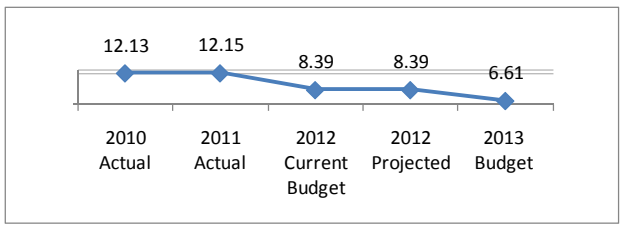


Staffing Trend 2010 – 2013

Operations FTEs



Capital FTEs



Public Works
2013 Budget

Staffing Summary by Program 2010 – 2013

Program	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Environmental Services	1.35	1.35	1.35	1.35	1.35	0.00	0.00%
GIS					1.00	1.00	#DIV/0!
Right-of-Way Permit & Inspection	1.85	1.85	1.90	1.90	2.05	0.15	7.89%
Street Operation	7.86	7.91	7.76	7.76	7.19	(0.57)	(7.35%)
Surface Water Utility	10.71	10.71	12.00	12.00	11.88	(0.12)	(1.00%)
Traffic Services	1.50	1.50	1.50	1.50	1.47	(0.03)	(2.00%)
Public Facility & Vehicle Maintenance & Operations	2.45	2.45	3.35	3.35	0.00	(3.35)	(100.00%)
Public Works Administration	1.15	1.15	1.15	1.15	1.15	0.00	0.00%
Engineering			3.00	3.00	3.05	0.05	
Transportation Planning Program			1.10	1.10	1.25	0.15	
Capital Projects	12.13	12.15	8.39	8.39	6.61	(1.78)	(21.22%)
Total FTE	39.00	39.07	41.50	41.50	37.00	(4.50)	(10.84%)

2013 Staffing Summary by Positions and FTEs

Position	Head Count	FTE
Public Works Director	1	1.00
City Engineer	1	1.00
Management Analyst	1	1.00
Engineering Supervisor	1	1.00
Transportation Planning Manager	1	1.00
Capital Projects Manager II	2	2.00
Construction Inspector Supervisor	1	1.00
Development Review Engineer I	1	1.00
Development Review Engineer II	1	1.00
Senior Planner	1	1.00
Public Works Operations Manager	1	1.00
Public Works Maintenance Supervisor	1	1.00
Senior Public Works Maintenance Worker	1	1.00
Public Works Maintenance Worker II	7	7.00
Surface Water & Env. Svcs. Manager	1	1.00
Administrative Assistant II	2	2.00
Administrative Assistant III	1	1.00
GIS Specialist	1	1.00
Engineering Technician	2	2.00
Senior Engineering Technician	1	1.00
Traffic Signal Technician	1	1.00
City Traffic Engineer	1	1.00
Engineer II: Traffic	1	1.00
Environmental Educator	1	1.00
Environmental Program Assistant	1	1.00
Surface Water Quality Specialist	1	1.00
Right-of-Way Inspector	2	2.00
Department Total	37	37.00

Public Works
2013 Budget

2012 Council Goals and Workplan Accomplishments

Goal 1: Strengthen Shoreline's economic base

- Successfully secured grant funds for completion of Aurora Corridor Project and various Public Works projects.

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

- Implemented stormwater vegetation maintenance with use of goats, llamas, and sheep.
- Completed purchase and installation of solar-powered compacting garbage and recycling containers at Aurora bus stops working in partnership with KC Metro to collect and recycle all materials in Big Belly compactors.
- Completed design for Aurora Corridor improvements from N 192nd to N 205th Streets.
- Installed fiber optics and signal upgrades along Aurora Corridor.
- Completed construction of sidewalks at Briarcrest Elementary School and on 15th Avenue NE.

Goal 3: Prepare for two Shoreline light rail stations

- Helped develop light rail station area planning framework policies.
- Completed review of all methodology reports for Sound Transit's preparation of Draft Environmental Impact Statement (DEIS).
- Coordinated with Shoreline School District on light rail station area potentials.
- Worked closely with Sound Transit staff on alignment of station locations and other aspects of DEIS.

2012 Operational Accomplishments

- During significant snow and ice event, Public Works streets' crew creatively developed their own deicing spray bar that proved very successful in cutting through icy streets, garnering local media attention.
- Right-of-Way permit revenues approximately 15% higher than anticipated.
- Completed purchase and installation of LED light bars for City vehicles.

2013 Council Goals and Workplan Objectives

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

- Implement Surface Water Low Impact Development Rebate Program.
- Develop, complete and promote City's Climate Action Plan.
- Initiate Route Development Plan for N 145th Street.
- Continue using BSTs(Bituminous Surface Treatments) to protect City's streets incurring cost savings.
- Implement Transportation Master Plan (TMP) policies and recommendations.
- Continue to build and maintain strong relationships and coordinate with the utility providers operating in City.

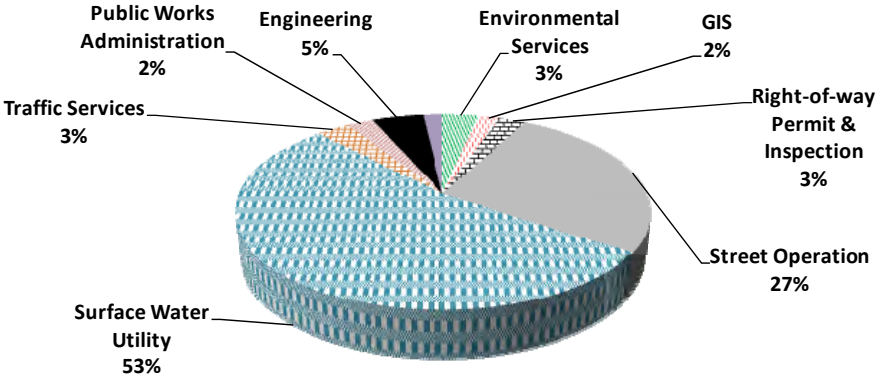
Goal 3: Prepare for two Shoreline light rail stations

- Work with transit providers to expand transit in Shoreline.
- Work closely with Sound Transit as planning continues for light rail in Shoreline.

Public Works
2013 Budget

Expenditures by Program 2010 – 2013

Program Budget	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Environmental Services	$218,377	$339,142	$272,886	$317,758	$278,242	$5,356	1.96%
GIS	$0	$0	$0	$0	$165,613	$165,613	
Right-of-way Permit & Inspection	$139,688	$191,446	$184,767	$202,242	$210,796	$26,029	14.09%
Street Operation	$2,130,301	$2,047,412	$2,208,455	$2,167,343	$2,217,696	$9,241	0.42%
Surface Water Utility	$4,679,734	$3,689,103	$5,515,192	$5,382,517	$4,467,231	($1,047,961)	(19.00%)
Traffic Services	$218,583	$286,837	$257,695	$257,695	$256,197	($1,498)	(0.58%)
Public Facility & Vehicle Maintenance & Operations	$606,559	$586,666	$717,715	$715,596	$0	($717,715)	(100.00%)
Public Works Administration	$205,434	$221,989	$368,078	$368,078	$208,109	($159,969)	(43.46%)
Engineering	$0	$7,972	$339,747	$339,726	$392,744	$52,997	
Transportation Planning Program	$0	$0	$129,669	$129,669	$150,700	$21,031	
Total Program Budget	$8,198,676	$7,370,567	$9,994,204	$9,880,624	$8,347,328	($1,646,876)	(16.48%)



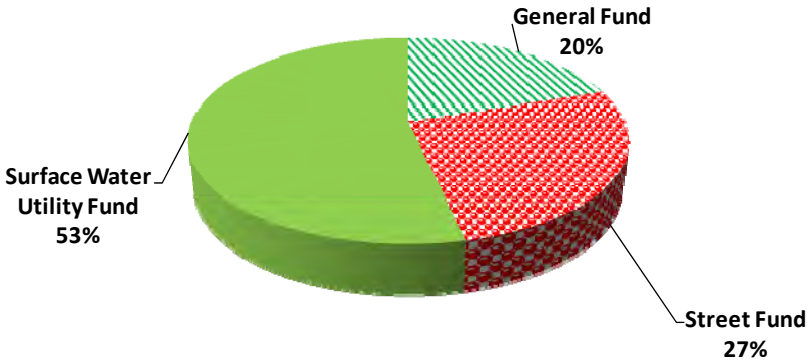
Revenue by Program 2010 – 2013

Program Budget	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Environmental Services	$266,526	$393,065	$245,095	$347,104	$289,493	$44,398	18.11%
Right-of-way Permit & Inspection	$173,386	$226,154	$185,400	$229,838	$230,000	$44,600	24.06%
Street Operation	$1,191,616	$1,127,115	$1,135,180	$1,094,068	$1,104,493	($30,687)	(2.70%)
Surface Water Utility	$3,460,361	$3,366,907	$3,777,202	$3,898,830	$3,828,776	$51,574	1.37%
Traffic Services	$0	$91,162	$0	$0	$0	$0	0.00%
Total Program Revenue	$5,091,889	$5,204,403	$5,342,877	$5,569,840	$5,452,762	$109,885	2.06%
General Fund Subsidy	$1,361,839	$1,363,928	$1,840,062	$1,753,822	$1,142,908	($697,154)	(37.89%)
Use of Streets Fund Balance	$525,575	$480,040	$1,073,275	$1,073,275	$1,113,203	$39,928	3.72%
Use of Surface Water Utility Fund Balance	$1,219,373	$322,196	$1,737,990	$1,483,687	$638,455	($1,099,535)	(63.26%)
Total Resources	$8,198,676	$7,370,567	$9,994,204	$9,880,624	$8,347,328	($1,646,876)	(16.48%)

Public Works
2013 Budget

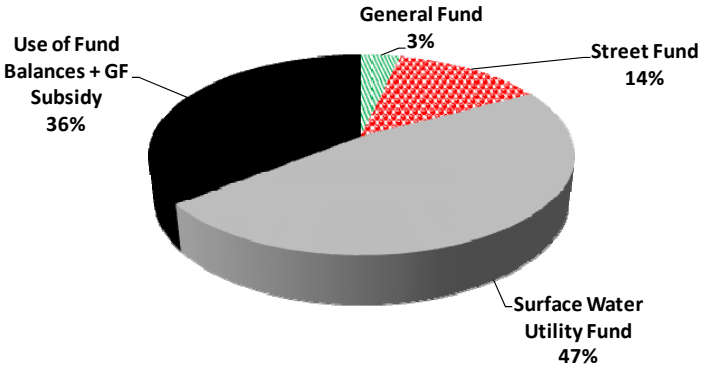
Expenditures by Fund 2010 – 2013

Public Works Expenditures by Fund	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
General Fund	$1,030,370	$1,156,438	$2,270,557	$2,330,764	$1,662,401	($608,156)	(26.78%)
Street Fund	$2,488,572	$2,525,026	$2,208,455	$2,167,343	$2,217,696	$9,241	0.42%
Surface Water Utility Fund	$4,679,734	$3,689,103	$5,515,192	$5,382,517	$4,467,231	($1,047,961)	(19.00%)
Total Public Works Expenditures	$8,198,676	$7,370,567	$9,994,204	$9,880,624	$8,347,328	($1,646,876)	(16.48%)



Revenue by Fund 2010 – 2013

Public Works Revenues by Fund	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
General Fund	$266,526	$393,065	$245,095	$347,104	$289,493	$44,398	18.11%
Street Fund	$1,365,002	$1,353,269	$1,320,580	$1,323,906	$1,104,493	($216,087)	(16.36%)
Surface Water Utility Fund	$3,460,361	$3,366,907	$3,777,202	$3,898,830	$3,828,776	$51,574	1.37%
Use of Fund Balances + GF Subsidy	$3,106,787	$2,166,164	$4,651,327	$4,310,784	$2,894,566	($1,756,761)	(37.77%)
Total Public Works Revenue	$8,198,676	$7,279,405	$9,994,204	$9,880,624	$8,117,328	($1,876,876)	(18.78%)



Public Works
2013 Budget

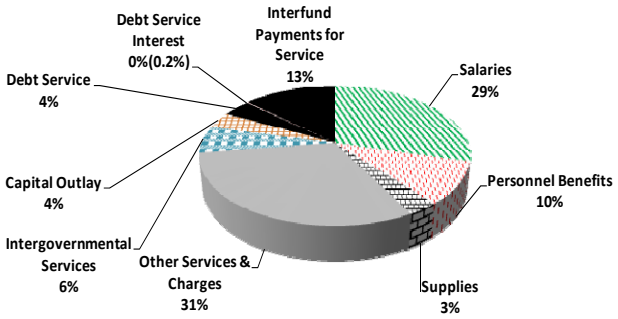
Expenditures by Type 2010 – 2013

Object Category Name	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Salaries	$1,983,191	$1,885,956	$2,468,779	$2,311,324	$2,423,797	($44,982)	(1.82%)
Personnel Benefits	$595,750	$598,803	$855,525	$800,215	$832,086	($23,439)	(2.74%)
Supplies	$298,786	$390,045	$364,113	$418,154	$254,013	($110,100)	(30.24%)
Other Services & Charges	$1,574,616	$1,576,437	$3,440,920	$3,105,470	$2,576,253	($864,667)	(25.13%)
Intergovernmental Services	$316,413	$422,560	$377,865	$377,865	$500,563	$122,698	32.47%
Capital Outlay	$1,133,528	$739,873	$818,633	$1,199,227	$319,486	($499,147)	(60.97%)
Debt Service	$326,475	$326,475	$326,475	$326,475	$326,475	$0	0.00%
Debt Service Interest	$18,772	$17,140	$17,956	$17,956	$17,956	$0	0.00%
Interfund Payments for Service	$1,951,145	$1,413,278	$1,323,938	$1,323,938	$1,096,699	($227,239)	(17.16%)
Total Public Works Expenditures	$8,198,676	$7,370,567	$9,994,204	$9,880,624	$8,347,328	($1,646,876)	(16.48%)

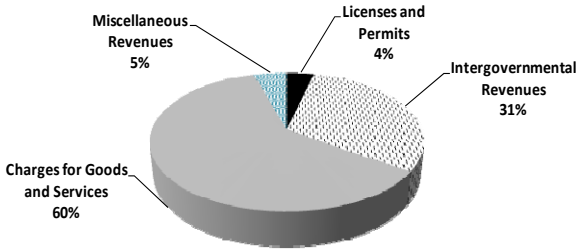
Revenue by Type 2010 – 2013

Revenue Source	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Budget	2012 Current Budget versus 2013 Budget	Percentage Change
Licenses and Permits	$173,386	$226,154	$185,400	$215,000	$215,000	$29,600	15.97%
Intergovernmental Revenues	$1,528,002	$1,603,156	$1,702,517	$1,870,620	$1,676,653	($25,864)	(1.52%)
Charges for Goods and Services	$3,131,292	$3,134,689	$3,233,639	$3,213,672	$3,306,374	$72,735	2.25%
Fines & Forfeits	$46	$30	$0	$15	$0	$0	0.00%
Miscellaneous Revenues	$251,970	$237,406	$221,321	$270,166	$254,735	$33,414	15.10%
Total Revenue	$5,091,889	$5,204,403	$5,342,877	$5,569,840	$5,452,762	$109,885	2.06%
General Fund Subsidy	$1,361,839	$1,363,928	$1,840,062	$1,753,822	$1,142,908	($697,154)	(37.89%)
Use of Streets Fund Balance	$525,575	$480,040	$1,073,275	$1,073,275	$1,113,203	$39,928	3.72%
Use of Surface Water Utility Fund Balance	$1,219,373	$322,196	$1,737,990	$1,483,687	$638,455	($1,099,535)	(63.26%)
Total Resources	$8,198,676	$7,370,567	$9,994,204	$9,880,624	$8,347,328	($1,646,876)	(16.48%)

Expenditures



Revenue



Public Works
2013 Budget

Budget Changes

Expenditures

- ✓ Moved GIS Department from Administrative Services Department (1.0 FTE) resulting in an increase of $165,613
- ✓ Moved Facilities and Vehicle Maintenance & Operations to Administrative Services Department (4.0 FTE) resulting in a decrease of $717,715.
- ✓ Includes one-time ($1,325) and ongoing ($2,475) expenditures to move the GIS Server to the Cloud.

GEOGRAPHICAL INFORMATION SYSTEMS

PROGRAM PURPOSE:

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

STRATEGIC OBJECTIVES:

Quality Services, Facilities and Infrastructure

Measurement: EFFECTIVENESS	2009	2010	2011	2012 Est.	2013 Proj.
Percentage of customers rating the GIS services as good or excellent	100%	91%	91%	91%	91%

Measurement: EFFICIENCY	2009	2010	2011	2012 Est.	2013 Proj.
Number of Service Requests completed per FTE	150	160	215	165	200

Measurement: WORKLOAD	2009	2010	2011	2012 Est.	2013 Proj.
Number of Service Requests	150	160	215	165	200

PUBLIC WORKS ADMINISTRATION

PROGRAM PURPOSE:

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

STRATEGIC OBJECTIVES:

Quality Services, Facilities and Infrastructure

Measurement: EFFECTIVENESS	2009	2010	2011	2012 Est.	2013 Proj.
Percentage of invoices processed on time	100%	100%	100%	100%	100%

Measurement: EFFICIENCY	2009	2010	2011	2012 Est.	2013 Proj.
Public Works Administration as a percent of the total Public Works Budget	3.0%	2.8%	3.1%	4.0%	3.6%

Measurement: WORKLOAD	2009	2010	2011	2012 Est.	2013 Proj.
Number of grant reimbursements processed	52	100	164	170	175
Number of vendor invoices processed	2,983	3,394	2,915	2,500	2,950
Total number of contracts processed	162	215	170	189	191
Total number of easements processed	58	11	4	3	3
Total number of interlocals processed	7	12	4	2	2

ENVIRONMENTAL SERVICES

PROGRAM PURPOSE:

Provide events, workshops, mini-grants and educational materials that assist residents, schools, businesses and government increase actions that protect our environment for current and future generations. Manage the solid waste contract and provide customer service support for other utilities in the City.

STRATEGIC OBJECTIVES:

Safe, Healthy and Sustainable Environment

Measurement: EFFECTIVENESS	2009	2010	2011	2012 Est.	2013 Proj.
Tons recycled at City recycling events	127	100	168	198	200

Measurement: EFFICIENCY	2009	2010	2011	2012 Est.	2013 Proj.
Percentage of solid waste stream recycled from curbside residential collection	56%	59%	60%	60%	60%

Measurement: WORKLOAD	2009	2010	2011	2012 Est.	2013 Proj.
Pounds of household batteries recycled	6,481	8,514	7,428	8,500	9,000

Measurement: INPUT	2009	2010	2011	2012 Est.	2013 Proj.
Number of households participating in annual recycling opportunities	5,425	4,884	4,020	4,200	4,000

RIGHT-OF-WAY PERMIT AND INSPECTION PROGRAM

PROGRAM PURPOSE:

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

STRATEGIC OBJECTIVES:

Governmental Excellence

Measurement: EFFICIENCY	2009	2010	2011	2012 Est.	2013 Proj.
Number of ROW inspections completed per FTE	1,145	690	610	560	560

Measurement: WORKLOAD	2009	2010	2011	2012 Est.	2013 Proj.
Number of inspections performed	1,260	965	1,037	1,000	1,000
Number of right-of-way permits issued	469	365	445	380	380

TRANSPORTATION PLANNING PROGRAM

PROGRAM PURPOSE:

This program focuses on representing Shoreline's interest in the regional transportation arena which includes transit. Equally important is that Transportation Planning facilitates coordination between Capital Improvement Projects (CIP), development review, the engineering standards, and between land use and transportation as well as pursuing grants and other funding sources for transportation projects and system improvements. Additionally, this program supports all transportation planning and implementation of the City's Transportation Master Plan.

STRATEGIC OBJECTIVES:

Quality Services, Facilities and Infrastructure

Measurement: EFFECTIVENESS	2009	2010	2011	2012 Est.	2013 Proj.
Completion of the Transportation Master Plan				**100%**	**N/A**
Development and Adoption of a Transportation Concurrency Program				**100%**	**100%**
Development and Adoption of a Transportation Impact Fee				**100%**	**100%**

Measurement: WORKLOAD	2009	2010	2011	2012 Est.	2013 Proj.
Council presentations made				**10**	**10**
Regional Transportation Coordination meetings attended				**100**	**100**

TRAFFIC SERVICES

PROGRAM PURPOSE:

Responsible for plan review, design and approval of all traffic control devices including streetlights, crosswalks, signals, signs, striping, etc; maintenance of traffic-related records including accident reports and signage/crosswalk inventories; preparation and documentation of city traffic standards; traffic counts and investigations and community education.

Provide traffic counts and investigations, community education, and management of the City's Neighborhood Traffic Safety Program (NTSP). Design traffic calming solutions that enhance the quality of life for Shoreline residents. Provide funding for special emphasis police traffic enforcement.

STRATEGIC OBJECTIVES:

Quality Services, Facilities and Infrastructure

Measurement: EFFECTIVENESS	**2009**	**2010**	**2011**	**2012 Est.**	**2013 Proj.**
Percentage of citizens surveyed who are very satisfied or somewhat satisfied with the flow of traffic and congestion.	**52%**	**46%**	**46%**	**52%**	**52%**

Measurement: WORKLOAD	**2009**	**2010**	**2011**	**2012 Est.**	**2013 Proj.**
Number of active residential areas involved in the NTSP Program	**48**	**29**	**30**	**25**	**25**
Number of residential area traffic projects completed per year	**10**	**10**	**7**	**7**	**3**
Number of service requests received	**50**	**30**	**49**	**50**	**50**
Number of targeted law enforcement hours in a NTSP residential area.	**216**	**333**	**148**	**0**	**0**
Number of traffic counts completed each year	**278**	**370**	**341**	**320**	**350**
Number of work orders issued	**695**	**140**	**178**	**200**	**250**

STREET OPERATION

PROGRAM PURPOSE:

Vegetation & Tree 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.

STRATEGIC OBJECTIVES:

Quality Services, Facilities and Infrastructure

Measurement: EFFECTIVENESS	**2009**	**2010**	**2011**	**2012 Est.**	**2013 Proj.**
Average pavement rating for arterials/collectors.	**65**	**65**	**65**	**65**	**65**
Average pavement rating for residential streets.	**71**	**71**	**71**	**71**	**71**
Percentage of citizens surveyed that are satisfied with the adequacy of city street lighting on arterial streets	**52%**	**52%**	**53%**	**53%**	**53%**
Weighted average pavement rating for all City streets.	**70**	**70**	**70**	**70**	**70**

Measurement: EFFICIENCY	**2009**	**2010**	**2011**	**2012 Est.**	**2013 Proj.**
Annual operating and maintenance costs per City traffic signal	**$4,463**	**$3,858**	**$3,362**	**$3,500**	**$3,600**
Annual street operation expenditures per paved lane mile in the City	**$4,717**	**$4,897**	**$4,594**	**$5,122**	**$4,900**
Cost per lane mile for asphalt overlay	**$191,558**	**$212,171**	**$248,762**	**$0**	**$275,257**
Cost per lane mile for BST (Bituminous Surface Treatment)			**$32,626**	**$50,172**	**$50,172**
Cost per lane mile of street sweeping	**$63.82**	**$44.90**	**$56.26**	**$46.68**	**$49.00**

STREET OPERATION

Measurement: WORKLOAD	2009	2010	2011	2012 Est.	2013 Proj.
Number of lane miles resurfaced with asphalt overlay	**4.4**	**2.38**	**1.20**	**0**	**3.17**
Number of lane miles resurfaced with BST (Bituminous Surface Treatment)			**16.2**	**13.5**	**15.0**
Number of lane miles swept	**2,203**	**2,180**	**2,053**	**2,180**	**2,100**
Number of potholes repaired	**148**	**77**	**21**	**15**	**15**
Number of traffic signs maintained	**465**	**567**	**560**	**300**	**475**

SURFACE WATER UTILITY

PROGRAM PURPOSE:

The Surface Water Management Program manages, operates and maintains the City's surface water infrastructure and natural channels to promote flood protection, comply with regulatory requirements, and to protect and enhance water quality and habitat through the practice and promotion of sound environmental stewardship.

STRATEGIC OBJECTIVES:

Safe, Healthy and Sustainable Environment

Measurement: EFFECTIVENESS	2009	2010	2011	2012 Est.	2013 Proj.
Number of storm drains adopted (total)				59	71
Percentage of catch basins routinely cleaned annually	33%	21%	25%	25%	34%
Percentage of citizens who are very satisfied or satisfied with the adequacy of storm drainage services in their neighborhood	59%	63%	63%	63%	63%
Percentage of citizens who are very satisfied or satisfied with the overall quality of the City's stormwater system	60%	69%	69%	69%	69%
Percentage of drainage channels cleaned	0%	10%	10%	10%	10%
Percentage of privately owned stormwater facilities passing maintenance	95%	93%	90%	90%	90%

Measurement: EFFICIENCY	2009	2010	2011	2012 Est.	2013 Proj.
Cost per catch basin - routine cleaning	$22.50	$22.50	$22.50	$22.50	$22.50

Measurement: WORKLOAD	2009	2010	2011	2012 Est.	2013 Proj.
Approximate linear feet of stormwater pipes to maintain	640,000	640,000	640,000	640,000	640,000
Approximate total linear feet of ditches to maintain	150,000	150,000	150,000	150,000	150,000
Number of City owned Storm Water Facilites to inspect and maintain	32	33	34	34	34
Number of City owned water quality facilities to inspect and mantain	5	21	37	37	37

SURFACE WATER UTILITY

	2009	2010	2011	2012 Est.	2013 Proj.
Number of dams to inspect and maintain	**5**	**5**	**5**	**5**	**5**
Number of drainage or flooding service requests	**118**	**157**	**100**	**100**	**100**
Number of privately owned stormwater facilities to inspect	**263**	**263**	**263**	**263**	**263**
Number of pump stations to inspect and maintain	**7**	**7**	**8**	**8**	**8**
Number of water quality services requests	**8**	**10**	**5**	**5**	**5**
Percentage of Catch Basins Inspected					**51%**

CITY OF SHORELINE

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BUDGET BY FUND

City Fund Structure

Fund Structure

The City has established a variety of funds that are used to collect revenues and hold funds in reserve for specified purposes. The City has five categories of funds; operating, capital, enterprise, internal service and agency. Operating funds collect a variety of revenues to support the City's various functions. Capital funds receive designated revenues and transfers-in from other funds to be used for specific capital projects. Enterprise funds are used to report activity related to the collection of an external fee for service. Internal service funds account for the goods and services provided internally on a cost-reimbursement basis. The City provides fiscal agency services to the Northshore/Shoreline Community Network. These transactions are reflected in an agency fund. In 2012, the City's funds breakdown is as follows:

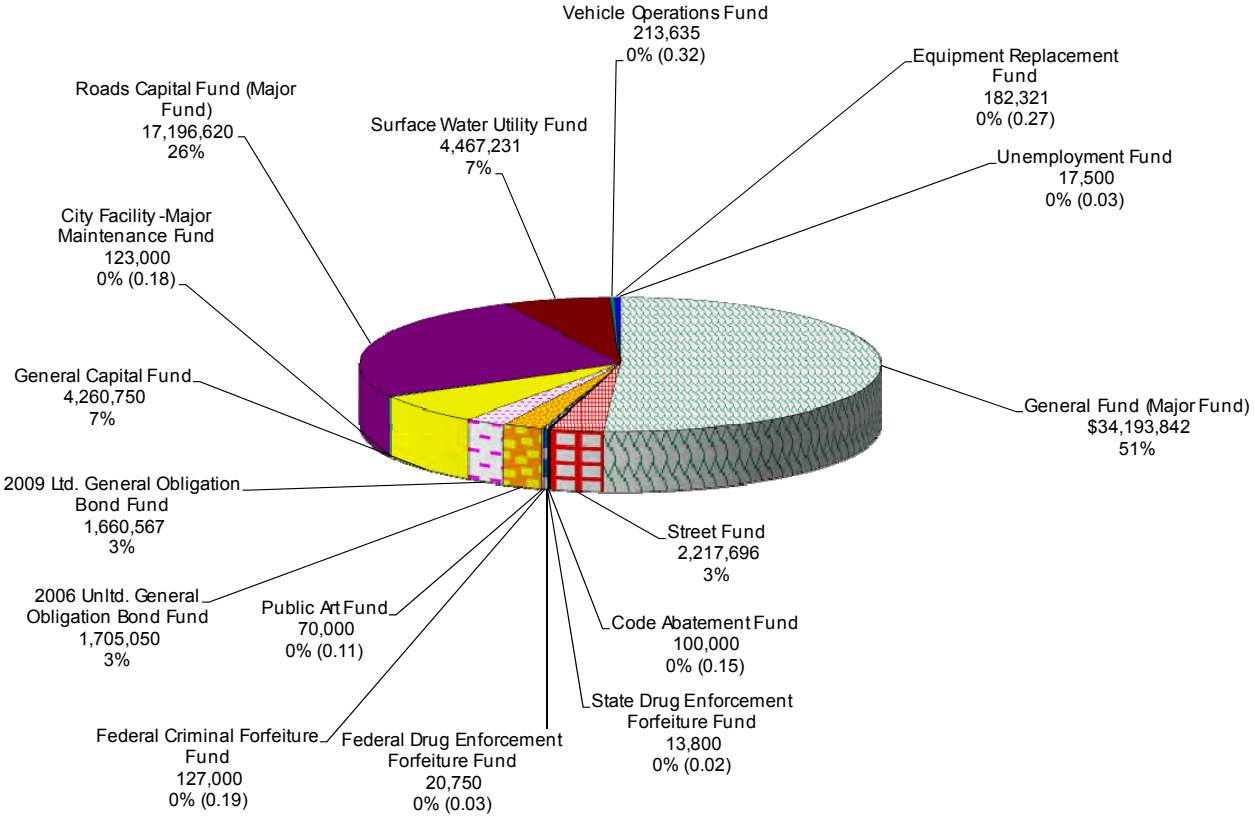
	Fund	Percent of City's total budget
MAJOR FUND	General Fund	51.00%
MAJOR FUND	Roads Capital Fund	25.65%
MAJOR FUND	General Capital Fund	7.07%
MAJOR FUND	Surface Water Utility Fund	6.66%
	Street Fund	3.31%
	2006 General Obligation Bond Fund	2.54%
	2009 General Obligation Bond Fund	2.48%
	Vehicle Operations & Maintenance Fund	0.32%
	Equipment Replacement Fund	0.27%
	Federal Criminal Forfeiture Fund	0.19%
	City Facility – Major Maintenance Fund	0.18%
	Code Abatement Fund	0.15%
	Public Arts Fund	0.10%
	Unemployment Fund and State Drug Enforcement Forfeiture Fund	0.03% each
	Federal Drug Enforcement Forfeiture Fund	0.02%
	Revenue Stabilization Fund and Property tax Equalization Fund	0.00%

Fund Name	Description
	Operating Funds
Fund 001 **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 local taxes. Property tax and sales tax combined provide approximately 48% of the General Fund operating revenues.
	Special Revenue Funds
	Funds that include dedicated revenues for a specific purpose (e.g. roads, enforcement of drug laws, etc.), that require an additional level of accountability and are collected in a separate account.
Funds 101 **Street Fund**	The Street Fund is used to support street and right of way maintenance and street lighting. Fuel tax and a subsidy from the General Fund are the two sources of on-going support.
Fund 107 **Code Abatement Fund**	The purpose of this fund is to provide resources for city code abatement efforts (public nuisances, dangerous buildings, etc.). The costs associated with the abatement will be charged to the owner of the property either as a lien on the property or on the tax bill. Recovered monies would replenish the fund for future abatement efforts.
Fund 108 **State Drug Enforcement Forfeiture Fund**	The purpose of this fund is to account for monies received by the City from the State of Washington through King County representing the City's share of assets seized and forfeited during the joint investigations of illegal drug activity with state agencies.

Fund Name	Description
Fund 109 **Public Arts Fund**	The purpose of this fund is to account for the 1% for Arts program. An amount equal to 1% of capital construction contracts will be transferred from each capital fund. Funding will be utilized for public art projects.
Fund 112 **Federal Drug Enforcement Forfeiture Fund**	The purpose of this fund is to account for monies received by the City representing the City's share of assets seized and forfeited during the joint investigations of illegal drug activity with federal agencies.
Fund 115 **Property Tax Equalization Fund**	The purpose of the Property Tax Equalization Fund is to accumulate and disburse proceeds from the City's maintenance and operations levy over the six year levy period. The City will collect revenues in excess of those needed to sustain current operating services in years 2011-2012, but will collect less than needed in 2013-2016.
Fund 116 **Federal Criminal Forfeiture Fund**	The purpose of this fund is to account for seizure funds received by the City due to staff participation in a federal task force being led by the United States Treasury.
Fund 190 **Revenue Stabilization Fund**	The Revenue Stabilization Fund will accumulate a reserve equal to thirty percent (30%) of annual economically sensitive revenues within the City's operating budget to cover revenue shortfalls resulting from unexpected economic changes or recessionary periods.
	Debt Service Fund
	A fund established to account for the accumulation of resources for; and the payment of, general long-term debt principal and interest.
Fund 201 **2006 General Obligation Bond Fund**	This fund is used to record the property tax revenues and debt service payments related to the 2006 General Obligation bonds issued to fund open space acquisitions and park improvements**.**
Fund 211 **2009 Limited Tax 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.
	Capital Funds
	Funds that are specifically designated for major capital improvements.
Fund 301 **General Capital Fund**	The General Capital Fund receives funds that are designated specifically for capital purposes. The primary source of dedicated revenue is Real Estate Excise Tax (REET) and General Fund transfers. These funds are used for facility, recreation, parks and open space projects.
Fund 312 City Facility-Major Maintenance Fund	This fund was established in 2005. This capital fund will account for the long-term maintenance of City Facilities.
Fund 330 **Roads Capital Fund**	The Roads Capital Fund receives funds that are designated specifically for capital purposes. The primary source of dedicated revenue is Real Estate Excise Tax (REET) and federal, state, and local grant sources. These funds are used for street and transportation related projects.
	Enterprise Fund
	A proprietary fund type is used to report an activity for which a fee is charged to external users for goods or services. Usually an activity accounted for in an enterprise fund indicates that the fees charged should cover both operational and capital activities of the activity.

Fund 401 Surface Water Utility Fund	This fund includes all operations and capital improvements related to surface water management and drainage. The City charges property owners an annual surface water fee that is used to fund these activities.
	Internal Service Funds
	A type of proprietary fund which accounts for the goods and services which are provided to other units of the City and payment by the benefiting unit is intended to fund the costs of providing the services.
Fund 501 Vehicle Operations and Maintenance Fund	The Vehicle Operations and Maintenance Fund accounts for the costs of operating and maintaining city vehicles and auxiliary equipment. An annual charge is made to department budgets using City vehicles and other equpment to support this purpose.
Fund 503 Equipment Replacement Fund	The Equipment Replacement Fund is used to account for the future replacement of all City assets, including purchased vehicles, computer equipment, furniture, buildings, other equipment, etc. An annual allocation is charged to departments for the replacement of vehicles and other equipment.
Fund 505 Unemployment Fund	An annual allocation is made to this fund in lieu of making contributions to the state unemployment insurance.
	Agency Fund
	Used to account for assets held by a government as an agent for individuals, private organizations, other government agencies and/or other funds.
Fund 651 Northshore / Shoreline Community Network	The city provides fiscal agency services through an interlocal agreement to the Northshore/Shoreline Community Network. The network's Executive Board retains complete control over the day-to-day administrative activities. This fund is custodial in nature and does not involve the measurement of results of operations. Therefore, the City does not appropriate a budget for this fund.

2013 Budget by Fund



All Funds Historical Revenue/Expenditure Summary

	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Proposed Budget	2012 Current Budget vs. 2013 Proposed Budget
RESOURCES						
Beginning Fund Balance	**$ 34,737,592**	**$ 26,967,448**	**$ 26,578,489**	**$ 27,365,862**	**$ 23,575,261**	**$ (3,003,228)**
Revenues & Transfers-In						
General Fund **(Major Fund)**	$ 30,490,464	$ 33,087,569	$ 33,178,934	$ 33,935,293	$ 33,056,429	(122,505)
Street Fund	2,388,494	2,516,767	2,053,398	2,012,286	2,117,696	64,298
Revenue Stabilzation Fund	-	219,801	-	1,458	-	-
Property Tax Equalization Fund	-	787,373	398,000	398,886	-	(398,000)
Code Abatement Fund	17,191	19,008	80,550	80,100	80,550	-
State Drug Enforcement Forfeiture Fund	9,927	20,096	5,000	12,311	13,800	8,800
Federal Drug Enforcement Forfeiture Fund	70	16,124	5,050	22,142	20,750	15,700
Federal Criminal Forfeiture Fund	-	257,165	25,000	419,230	25,000	-
Public Art Fund	96,052	7,772	3,550	3,650	500	(3,050)
2006 General Obligation Bond Fund	1,687,999	1,694,280	1,700,000	1,700,000	1,505,050	(194,950)
2009 General Obligation Bond Fund	1,658,817	1,661,729	1,659,067	1,660,022	1,660,567	1,500
General Capital Fund **(Major Fund)**	1,519,973	688,387	1,178,272	733,686	4,024,143	2,845,871
City Facility -Major Maintenance Fund	44,595	98,230	164,857	164,232	74,866	(89,991)
Roads Capital Fund **(Major Fund)**	22,033,347	25,464,395	12,703,603	13,838,452	17,170,669	4,467,066
Surface Water Utility Fund **(Major Fund)**	3,460,361	3,366,907	3,777,202	3,898,830	3,828,776	51,574
Vehicle Operations Fund	142,477	174,714	182,250	185,971	198,635	16,385
Equipment Replacement Fund	106,479	254,759	526,654	519,153	372,606	(154,048)
Unemployment Fund	10,153	10,074	67,782	67,782	17,500	(50,282)
Total Revenues & Transfers-In	$ 63,666,399	$ 70,345,150	$ 57,709,169	$ 59,653,484	$ 64,167,537	$ 6,458,368
Total Resources	**$ 98,403,991**	**$ 97,312,598**	**$ 84,287,658**	**$ 87,019,346**	**$ 87,742,798**	**$ 3,455,140**
USES						
Expenditures & Transfers Out						
General Fund **(Major Fund)**	$ 30,253,228	$ 31,291,646	$ 34,638,651	$ 33,454,438	$ 34,193,842	$ (444,809)
Street Fund	2,488,572	2,525,026	2,208,455	2,167,343	2,217,696	9,241
Revenue Stabilzation Fund	1,200,000	-	-	-	-	-
Property Tax Equalization Fund	-	-	-	-	-	-
Code Abatement Fund	11,917	7,934	100,000	100,000	100,000	-
State Drug Enforcement Forfeiture Fund	15,105	3,216	5,000	19,458	13,800	8,800
Federal Drug Enforcement Forfeiture Fund	9,804	9,986	5,050	4,620	20,750	15,700
Federal Criminal Forfeiture Fund	-	3,391	207,000	92,919	127,000	(80,000)
Public Art Fund	78,981	65,357	72,511	72,510	70,000	(2,511)
2006 Unltd. General Obligation Bond Fund	1,683,654	1,694,352	1,695,050	1,702,603	1,705,050	10,000
2009 Ltd. General Obligation Bond Fund	1,658,517	1,661,729	1,659,067	1,660,022	1,660,567	1,500
General Capital Fund	5,966,068	1,577,754	3,217,531	2,580,284	4,740,750	1,523,219
City Facility -Major Maintenance Fund	39,972	155,150	60,000	17,000	123,000	63,000
Roads Capital Fund **(Major Fund)**	22,943,984	26,937,697	14,701,352	15,562,900	17,196,620	2,495,268
Surface Water Utility Fund	4,679,734	3,689,103	5,515,192	5,382,517	4,467,231	(1,047,961)
Vehicle Operations Fund	154,633	173,762	197,250	197,250	213,635	16,385
Equipment Replacement Fund	239,857	125,877	340,675	340,675	182,321	(158,354)
Unemployment Fund	12,517	24,756	89,546	89,546	17,500	(72,046)
Total Expenditures & Transfers Out	$ 71,436,543	$ 69,946,736	$ 64,712,330	$ 63,444,085	$ 67,049,762	$ 2,337,432
Ending Fund Balance	**$ 26,967,448**	**$ 27,365,862**	**$ 19,575,328**	**$ 23,575,261**	**$ 20,693,036**	**$ 1,117,708**
Total Uses	**$ 98,403,991**	**$ 97,312,598**	**$ 84,287,658**	**$ 87,019,346**	**$ 87,742,798**	**$ 3,455,140**

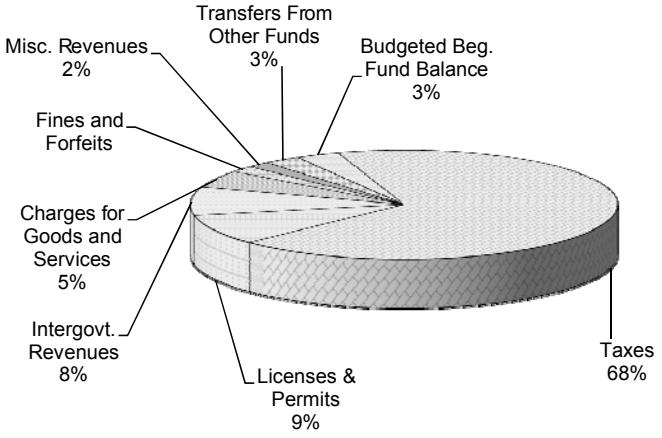
General Fund (001) Summary

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. Property tax and sales tax combined equal approximately 47% of the General Fund operating revenues for 2013.

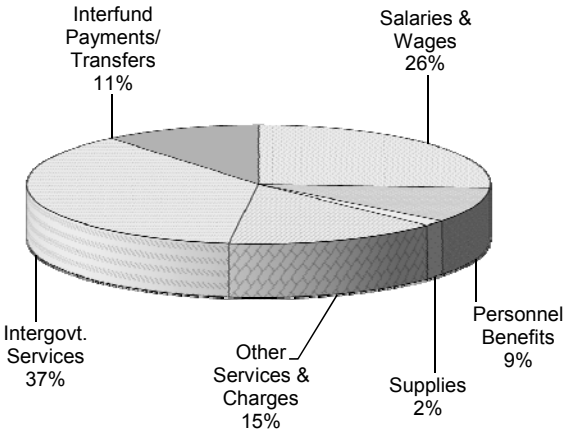
Department: Various
Program: Various

	2009 Actual	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Proposed Budget	2012 Current Budget vs. 2013 Proposed Budget	Percent Change
Beginning Fund Balance	**$ 4,605,361**	**$ 4,681,738**	**$ 4,918,974**	**$ 6,714,897**	**$ 6,714,897**	**$ 7,195,752**	**$ 480,855**	**7%**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ 1,459,714	$ -	$ 1,137,413	$ (322,301)	(22%)
Taxes	20,675,092	19,764,011	22,841,516	23,477,141	23,618,572	23,189,432	(287,709)	(1%)
Licenses & Permits	2,672,263	2,745,766	3,101,247	2,932,805	3,182,207	3,091,450	158,645	5%
Intergovt. Revenues	2,801,692	2,935,764	3,161,456	3,006,030	3,188,499	2,855,958	(150,072)	(5%)
Charges for Goods and Services	1,503,676	1,578,606	1,868,858	1,608,761	1,795,320	1,766,600	157,839	10%
Fines and Forfeits	49,160	634,891	615,752	630,000	605,242	629,000	(1,000)	(0%)
Misc. Revenues	768,291	553,276	534,269	525,108	546,364	577,944	52,836	10%
Prior Year Adjustment	11,254	109,537	-	-	-	-	-	
Total Revenue	$ 28,481,428	$ 28,321,851	$ 32,123,098	$ 33,639,559	$ 32,936,204	$ 33,247,797	$ (391,762)	(1%)
Proceeds from Street Vacation	$ 147,411							
Transfers From Other Funds	1,323,196	2,168,613	964,471	999,089	999,089	946,045	(53,044)	(5%)
Total Funding Sources	$ 29,952,035	$ 30,490,464	$ 33,087,569	$ 34,638,648	$ 33,935,293	$ 34,193,842	$ (444,806)	(1%)
Use of Funds								
Salaries & Wages	$ 8,341,351	$ 8,000,189	$ 8,064,725	$ 8,597,117	$ 8,563,956	$ 8,890,092	$ 292,975	3%
Personnel Benefits	2,463,464	2,413,207	2,608,274	2,940,934	2,923,122	3,259,943	319,009	11%
Supplies	627,263	577,682	617,358	690,493	755,334	535,345	(155,148)	(22%)
Other Services & Charges	4,607,650	4,230,920	4,250,991	5,248,427	5,172,830	5,114,293	(134,134)	(3%)
Intergovt. Services	10,806,237	12,245,289	11,799,566	12,645,974	12,380,463	12,639,055	(6,919)	(0%)
Capital Outlays	98,173	46,835	99,120	74,964	48,782	-	(74,964)	(100%)
Debt Service-Int/Related Cost	-	-	-	-	-	-	-	
Interfund Payments/Transfers	2,931,520	2,739,106	3,851,612	4,440,742	3,609,951	3,755,114	(685,628)	(15%)
Total Expenditures	$ 29,875,658	$ 30,253,228	$ 31,291,646	$ 34,638,651	$ 33,454,438	$ 34,193,842	$ (444,809)	(1%)
Ending Fund Balance	**$ 4,681,738**	**$ 4,918,974**	**$ 6,714,897**	**$ 5,255,180**	**$ 7,195,752**	**$ 6,058,339**	**$ 803,159**	**15%**
Total FTE's	**110.78**	**108.26**	**107.51**	**111.61**	**111.61**	**112.90**	**1.29**	**1%**

2013 Funding Sources



2013 Use of Funds



Street Fund (101) Summary

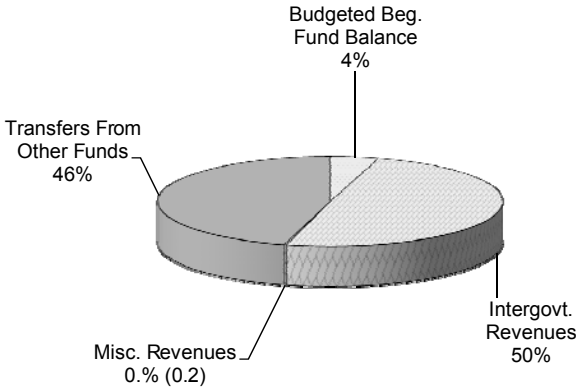
The Street Fund provides support for street Fuel tax is the major source of revenue. Funds are transferred from the General Fund to subsidize the Street Operations .

Department: Public Works

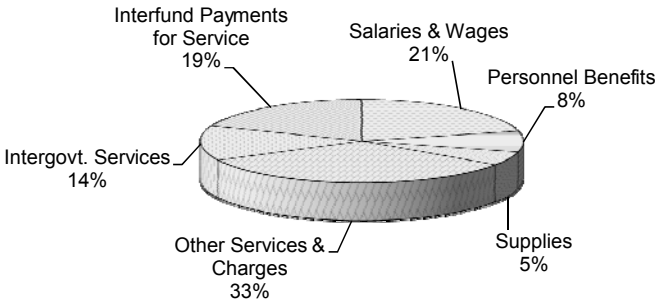
Programs: Right of Way Permit & Inspection (through 2011)
Street Operations
Traffic Services (through 2011)

	2009 Actual	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Proposed Budget	2012 Current Budget vs. 2013 Proposed Budget	Percent Change
Beginnning Fund Balance	**$ 975,811**	**$ 944,687**	**$ 844,608**	**$ 836,349**	**$ 836,349**	**$ 681,292**	**$ (155,057)**	**(19%)**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ 155,057	$ -	$ 100,000	$ (55,057)	(36%)
Licenses & Permits	175,596	173,386	226,154	-	-	-	-	
Intergovt. Revenues	661,333	1,176,558	1,208,457	1,125,180	1,088,686	1,099,493	(25,687)	(2%)
Charges for Goods and Services	-	-	-	-	-	-	-	
Fines and Forfeits	20	46	30	-	15	-	-	0%
Misc. Revenues	7,724	15,012	9,790	10,000	5,367	5,000	(5,000)	(50%)
Prior Year Adjustment	-	-	-	-	-	-	-	
Total Revenue	$ 844,673	$ 1,365,002	$ 1,444,431	$ 1,290,237	$ 1,094,068	$ 1,204,493	$ (85,744)	(7%)
Transfers From Other Funds	1,667,680	1,023,492	1,072,336	918,218	918,218	1,013,203	94,985	10%
Total Funding Sources	$ 2,512,354	$ 2,388,494	$ 2,516,767	$ 2,208,455	$ 2,012,286	$ 2,217,696	$ 9,241	0%
Use of Funds								
Salaries & Wages	$ 750,904	$ 733,362	$ 729,429	$ 496,161	$ 468,914	$ 468,523	$ (27,638)	(6%)
Personnel Benefits	253,537	230,258	244,710	190,536	184,431	180,229	(10,307)	(5%)
Supplies	121,775	129,541	106,610	118,388	117,338	118,788	400	0%
Other Services & Charges	621,796	575,955	623,651	666,197	659,487	727,099	60,902	9%
Intergovt. Services	114,377	160,506	250,206	180,000	180,000	299,940	119,940	67%
Capital Outlays	-	139,031	-	-	-	-	-	
Interfund Payments for Service	681,092	519,919	570,420	557,173	557,173	423,117	(134,056)	(24%)
Total Expenditures	$ 2,543,481	$ 2,488,572	$ 2,525,026	$ 2,208,455	$ 2,167,343	$ 217,696	$ 9,241	0%
Ending Fund Balance	**$ 944,687**	**$ 844,608**	**$ 836,349**	**$ 681,292**	**$ 681,292**	**$ 581,292**	**$ (100,000)**	**(15%)**
Total FTE's	**11.85**	**11.21**	**11.26**	**7.76**	**7.76**	**7.19**	**(0.57)**	**(7%)**

2013 Funding Sources



2013 Use of Funds



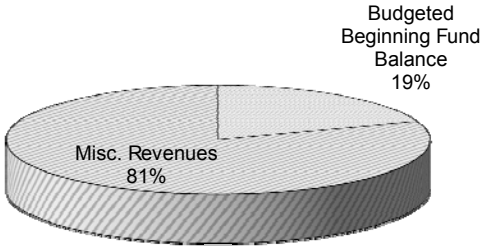
Code Abatement Fund (107) Summary

The Code Abatement Fund provides funding for City code abatement efforts (public nuisances, dangerous buildings, etc.). The costs associated with the abatement will be charged to the owner of the property either as a lien on the property or on the tax bill. Recovered monies would replenish the fund for future abatement efforts. This fund was established in 2002 by a transfer from the General Fund.

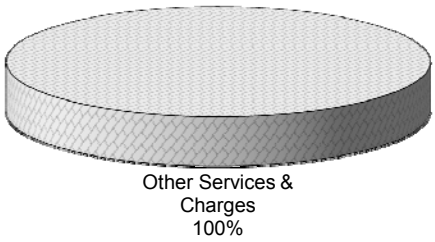
Department: Planning & Community Development
Program: Code Abatement Operations

	2009 Actual	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Proposed Budget	2012 Current Budget vs. 2013 Proposed Budget	Percent Change
Beginning Fund Balance	**$ 167,211**	**$ 156,758**	**$ 162,032**	**$ 173,106**	**$ 173,106**	**$ 153,206**	**$ (19,900)**	**(11%)**
Funding Sources								
Budgeted Beginning Fund Balar	$ -	$ -	$ -	$ 19,450	$ -	$ 19,450	$ -	0%
Fines and Forfeits	1,500	4,352	1,125	-	-	-	-	
Misc. Revenues	1,208	12,839	17,883	80,550	80,100	80,550	-	0%
Prior Year Adjustments	-	-	-	-	-	-	-	
Total Revenue	$ 2,708	$ 17,191	$ 19,008	$ 100,000	$ 80,100	$ 100,000	$ -	0%
Other Financing/Transfers In	-	-	-	-	-	-	-	0%
Total Funding Sources	$ 2,708	$ 17,191	$ 19,008	$ 100,000	$ 80,100	$ 100,000	$ -	0%
Use of Funds								
Supplies	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0%
Other Services & Charges	13,160	11,917	7,934	100,000	100,000	100,000	-	0%
Total Expenditures	$ 13,160	$ 11,917	$ 7,934	$ 100,000	$ 100,000	$ 100,000	$ -	0%
Ending Fund Balance	**$ 156,758**	**$ 162,032**	**$ 173,106**	**$ 153,656**	**$ 153,206**	**$ 133,756**	**$ (19,900)**	(13%)
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	

2013 Funding Sources



2013 Use of Funds



Public Arts Fund (109) Summary

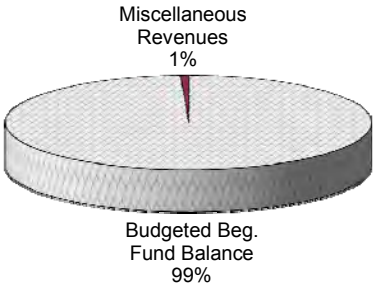
The Public Arts Fund accounts for the 1% for Arts Program. An amount equal to 1% of annual capital construction is transferred from each capital fund into this fund. Funding will be utilized to support public art projects.

Department: Parks, Recreation, and Cultural Services
Program: Public Arts Administration

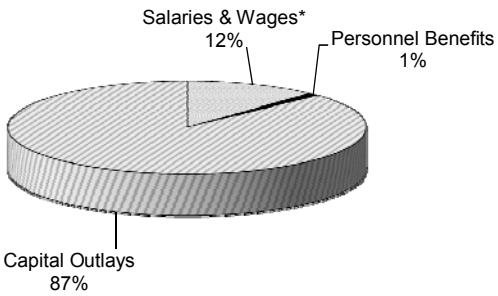
	2009 Actual	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Proposed Budget	2012 Current Budget vs. 2013 Proposed Budget	Percent Change
Beginning Fund Balance	**$ 198,908**	**$ 326,777**	**$ 343,848**	**$ 286,263**	**$ 286,263**	**$ 217,403**	**$ (68,860)**	**(24%)**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ 68,961	$ -	$ 69,500	$ 539	1%
Intergovt. Revenues			$ 2,500	$ -	$ -	$ -		
Miscellaneous Revenues	1,374	869	588	3,550	3,650	500	(3,050)	(86%)
Transfers From Other Funds	167,586	95,183	4,684	-	-	-	-	
Prior Year Adjustments	-	-	-	-	-	-	-	
Total Funding Sources	$ 168,960	$ 96,052	$ 7,772	$ 72,511	$ 3,650	$ 70,000	$ (2,511)	(3%)
Use of Funds								
Salaries & Wages*	$ 5,956	$ 5,520	$ 7,162	$ 8,379	$ 8,379	$ 8,370	$ (9)	(0%)
Personnel Benefits	492	461	607	621	621	713	92	15%
Supplies	73	-	4,000	-	1,012	-	-	
Other Services & Charges	34,570	33,000	23,000	-	-	-	-	
Capital Outlays	-	40,000	30,588	63,511	62,498	60,917	(2,594)	(4%)
Interfund Payments for Service	-	-	-	-	-	-	-	
Total Expenditures	$ 41,091	$ 78,981	$ 65,357	$ 72,511	$ 72,510	$ 70,000	$ (2,511)	(3%)
Ending Fund Balance	**$ 326,777**	**$ 343,848**	**$ 286,263**	**$ 217,302**	**$ 217,403**	**$ 147,903**	**$ (69,399)**	**(32%)**
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	

* Salaries and wages expenditures represent Payments for Extra Help staff

2013 Funding Sources



2013 Use of Funds



State Drug Enforcement Forfeiture Fund (108) Summary

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

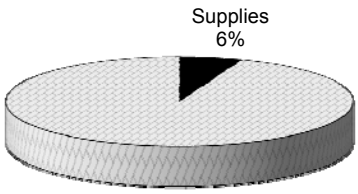
Department: Police
Program: State Seizures

	2009 Actual	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Proposed Budget	2012 Current Budget vs. 2013 Proposed Budget	Percent Change
Beginning Fund Balance	**$ 52,728**	**$ 14,675**	**$ 9,496**	**$ 26,376**	**$ 26,376**	**$ 19,229**	**$ (7,147)**	**(27%)**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	
Fines & Forfeits	-	-	-	-	-	-	-	
Misc. Revenues	13,145	9,927	20,096	5,000	12,311	13,800	8,800	176%
Prior Year Adjustment	-	-	-	-	-	-	-	
Total Revenue	$ 13,145	$ 9,927	$ 20,096	$ 5,000	$ 12,311	$ 13,800	$ 8,800	176%
Transfers From Other Funds							-	
Total Funding Sources	$ 13,145	$ 9,927	$ 20,096	$ 5,000	$ 12,311	$ 13,800	$ 8,800	176%
Use of Funds								
Salaries & Wages*	$ -	$ -	$ 663	$ -	$ -	$ -	$ -	
Supplies	18,474	6,813	203	500	3,047	800	300	60%
Other Services & Charges	13,791	4,447	2,350	4,500	16,411	13,000	8,500	189%
Intergovernmental Services	18,933	3,845	-	-	-	-	-	
Capital Outlays	-	-	-	-	-	-	-	
Total Expenditures	$ 51,198	$ 15,105	$ 3,216	$ 5,000	$ 19,458	$ 13,800	$ 8,800	176%
Ending Fund Balance	**$ 14,675**	**$ 9,496**	**$ 26,376**	**$ 26,376**	**$ 19,229**	**$ 19,229**	**$ (7,147)**	**(27%)**
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	

* Salaries and wages expenditures represent Payments for Overtime

2013 Funding Sources

2013 Use of Funds



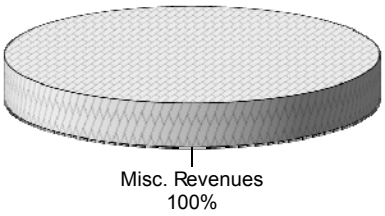
Federal Drug Enforcement Forfeiture Fund (112) Summary

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

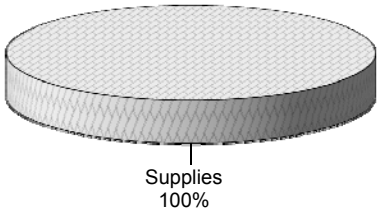
Department: Police
Program: Federal Seizures

	2009 Actual	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Proposed Budget	2012 Current Budget vs. 2013 Proposed Budget	Percent Change
Beginning Fund Balance	**$ -**	**$ 27,935**	**$ 18,201**	**$ 24,339**	**$ 24,339**	**$ 41,861**	**$ 17,522**	
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	
Misc. Revenues	31,830	70	16,124	5,050	22,142	20,750	15,700	311%
Total Revenue	$ 31,830	$ 70	$ 16,124	$ 5,050	$ 22,142	$ 20,750	$ 15,700	311%
Transfers From Other Funds	-	-	-	-	-	-	-	
Total Funding Sources	$ 31,830	$ 70	$ 16,124	$ 5,050	$ 22,142	$ 20,750	$ 15,700	311%
Use of Funds								
Supplies	$ 707	$ 9,204	$ 500	$ 50	$ 4,620	$ 20,750	$ 20,700	0%
Other Services & Charges	632	600	9,486	-	-	-	-	
Capital Outlays	2,556	-	-	5,000	-	-	(5,000)	0%
Total Expenditures	$ 3,895	$ 9,804	$ 9,986	$ 5,050	$ 4,620	$ 20,750	$ 15,700	311%
Ending Fund Balance	**$ 27,935**	**$ 18,201**	**$ 24,339**	**$ 24,339**	**$ 41,861**	**$ 41,861**	**$ 17,522**	
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	

2013 Funding Sources



2013 Use of Funds



Property Tax Equalization Fund (115) Summary

The purpose of the Property Tax Equalization Fund is to accumulate and disburse proceeds from the City's maintenance and operations levy over the six year levy period. The City will collect revenues in excess of those needed to sustain current operating services in years 2011-2013 but will collect less than needed in 2014-2016

Department: Administrative Services
Program: Reserves

	2009 Actual	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Proposed Budget	2012 Current Budget vs. 2013 Proposed Budget	Percent Change
Beginning Fund Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ 787,373**	**$ 1,186,259**	**$ 1,186,259**	
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	
Misc. Revenues	-	-	373	-	886	-	-	
Total Revenue	$ -	$ -	$ 373	$ -	$ 886	$ -	$ -	
Transfers From Other Funds	-	-	787,000	398,000	398,000	-	(398,000)	(100%)
Total Funding Sources	$ -	$ -	$ 787,373	$ 398,000	$ 398,886	$ -	$ (398,000)	(100%)
Use of Funds								
Other Services & Charges	$ -	$ -	$ -	$ -	$ -	$ -	$ -	
Interfund Payments for Service	-	-	-	-	-	-	-	
Total Expenditures	$ -	$ -	$ -	$ -	$ -	$ -	$ -	
Ending Fund Balance	**$ -**	**$ -**	**$ 787,373**	**$ 398,000**	**$ 1,186,259**	**$ 1,186,259**	**$ 788,259**	
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	

2013 Funding Sources

No revenues will be proposed in the future.

2013 Use of Funds

No expenditures will be proposed until 2014 .

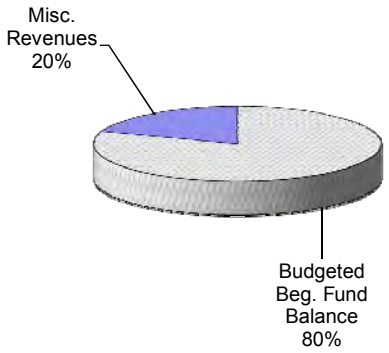
Federal Criminal Forfeiture Fund (116) Summary

The purpose of the Federal Criminal Forfeiture Fund is to account for seizure funds received by the City due to staff participation in a federal task force being led by the United States Treasury. The use of these funds is restricted to purchases that will enhance the ability of the City's police to investigate criminal related crimes and incidents.

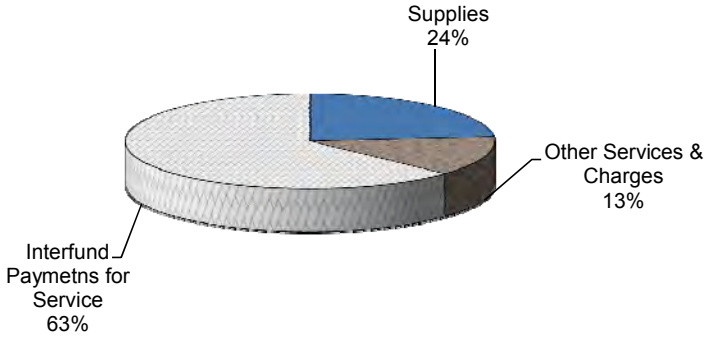
Department: Police
Program: Federal Seizures

	2009 Actual	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Proposed Budget	2012 Current Budget vs. 2013 Proposed Budget	Percent Change
Beginning Fund Balance	**$ -**	**$ -**	**$ -**	**$ 253,774**	**$ 253,774**	**$ 580,085**	**$ 326,311**	
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ 182,000	$ -	$ 102,000	$ (80,000)	0%
Misc. Revenues	-	-	257,165	25,000	419,230	25,000	-	0%
Total Revenue	$ -	$ -	$ 257,165	$ 207,000	$ 419,230	$ 127,000	$ (80,000)	(39%)
Transfers From Other Funds	-	-	-	-	-	-	-	
Total Funding Sources	$ -	$ -	$ 257,165	$ 207,000	$ 419,230	$ 127,000	$ (80,000)	(39%)
Use of Funds								
Supplies	$ -	$ -	$ -	$ 30,000	$ 3,219	$ 30,000	$ -	0%
Other Services & Charges	-	-	3,391	17,000	9,700	17,000	-	0%
Capital Outlays	-	-	-	-	-	-	-	0%
Interfund Payments for Service	-	-	-	160,000	80,000	80,000	(80,000)	0%
Total Expenditures	$ -	$ -	$ 3,391	$ 207,000	$ 92,919	$ 127,000	$ (80,000)	(39%)
Ending Fund Balance	**$ -**	**$ -**	**$ 253,774**	**$ 71,774**	**$ 580,085**	**$ 478,085**	**$ 406,311**	
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	

2013 Funding Sources



2013 Use of Funds



Revenue Stabilization Fund (190) Summary

The Revenue Stabilization Fund was created in late 2007 as an outcome of the revised reserve policy adopted by the City Council earlier in 2007. The Revenue Stabilization Fund will accumulate a reserve equal to thirty percent (30%) of annual economically sensitive revenues within the City's operating budget to cover revenue shortfalls resulting from unexpected economic changes or recessionary periods. The minimum reserve level to meet this requirement for 2013 is approximately $4.4 million Investment interest from these funds will be allocated to the General Fund.

Department: Administrative Services
Program: Reserves

	2009 Actual	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Proposed Budget	2012 Current Budget vs. 2013 Proposed Budget	Percent Change
Beginning Fund Balance	**$ 6,125,357**	**$ 6,125,357**	**$ 4,925,357**	**$ 5,145,158**	**$ 5,145,158**	**$ 5,146,616**	**$ 1,458**	**0%**
Funding Sources								
Budgeted Beginning Fund Balar	$ -	$ -	$ -	$ -	$ -	$ -	$ -	
Miscellaneous Revenues	-	-	6,750	-	1,458	-	-	0%
Total Revenue	$ -	$ -	$ 6,750	$ -	$ 1,458	$ -	$ -	0%
Transfers From Other Funds	-	-	213,051	-	-	-	-	0%
Total Funding Sources	$ -	$ -	$ 219,801	$ -	$ 1,458	$ -	$ -	0%
Use of Funds								
Salaries & Wages								
Personnel Benefits								
Supplies								
Other Services & Charges								
Transfers to Other Funds	$ -	$ 1,200,000	$ -	$ -	$ -	$ -	$ -	
Total Expenditures	$ -	$ 1,200,000	$ -	$ -	$ -	$ -	$ -	
Ending Fund Balance	**$ 6,125,357**	**$ 4,925,357**	**$ 5,145,158**	**$ 5,145,158**	**$ 5,146,616**	**$ 5,146,616**	**$ 1,458**	
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	

2013 Revenue Sources

No revenue will be proposed

2013 Use of Funds

No expenditures will be proposed

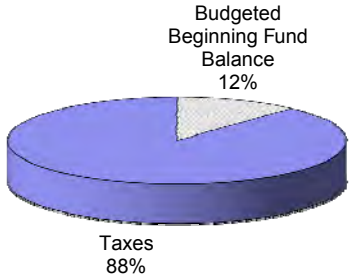
General Obligation Bond Fund (201)

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

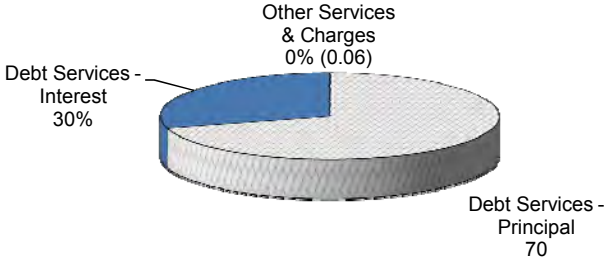
Department: Debt Services Department
Program: Unlimited Tax GO Bond

	2009 Actual	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Proposed Budget	2012 Current Budget vs. 2013 Proposed Budget	Percent Change
Beginning Fund Balance	**$ 236,444**	**$ 247,882**	**$ 252,227**	**$ 252,155**	**$ 252,155**	**$ 249,552**	**$ (2,603)**	**(1%)**
Funding Sources								
Budgeted Beginning Fund Balar	$ -	$ -	$ -	$ -	$ 2,603	$ 200,000	$ -	
Taxes	1,687,592	1,687,999	1,694,019	1,700,000	1,700,000	1,505,050	(194,950)	(11%)
Miscellaneous Revenues	-	-	261	-	-	-	-	
Total Revenue	$ 1,687,592	$ 1,687,999	$ 1,694,280	$ 1,700,000	$ 1,700,000	$ 1,505,050	$ (194,950)	(11%)
Transfers From Other Funds	-	-	-	-	-	-	-	
Total Funding Sources	$ 1,687,592	$ 1,687,999	$ 1,694,280	$ 1,700,000	$ 1,700,000	$ 1,505,050	$ (194,950)	(11%)
Use of Funds								
Other Services & Charges	$ 304	$ 2,804	$ 302	$ 1,000	$ 2,553	$ 1,000	$ -	0%
Debt Services - Principal	1,000,000	1,045,000	1,100,000	1,100,000	1,150,000	1,200,000	100,000	9%
Debt Services - Interest	675,850	635,850	594,050	594,050	550,050	504,050	(90,000)	(15%)
Total Expenditures	$ 1,676,154	$ 1,683,654	$ 1,694,352	$ 1,695,050	$ 1,702,603	$ 1,705,050	$ 10,000	1%
Ending Fund Balance	**$ 247,882**	**$ 252,227**	**$ 252,155**	**$ 257,105**	**$ 249,552**	**$ 49,552**	**$ (207,553)**	**(81%)**
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	

2013 Funding Sources



2013 Use of Funds



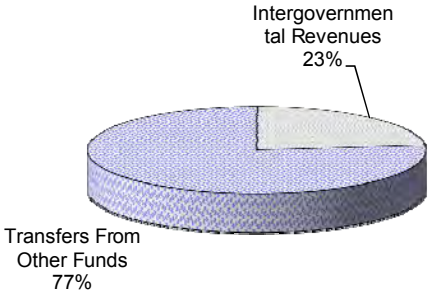
Limited Tax General Obligation Bond Fund (211)

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

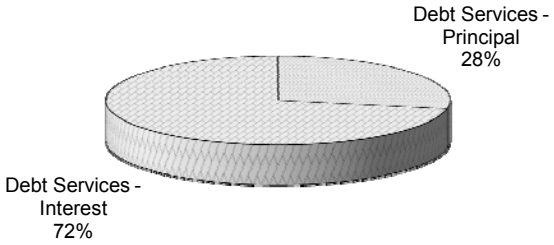
Department: Debt Services Department
Program: Limited Tax GO Bond

	2009 Actual	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Proposed Budget	2012 Current Budget vs. 2013 Proposed Budget	Percent Change
Beginning Fund Balance	**$ -**	**$ -**	**$ 300**	**$ 300**	**$ 300**	**$ 300**	**$ -**	
Funding Sources								
Budgeted Beginning Fund Balance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	
Intergovernmental Revenues	119,131	386,371	386,371	386,370	386,370	386,370	-	0%
Miscellaneous Revenues	-	-	343	-	-	-	-	
Total Revenue	$ 119,131	$ 386,371	$ 386,714	$ 386,370	$ 386,370	$ 386,370	$ -	0%
Transfers From Other Funds	261,991	1,272,446	1,275,015	1,272,697	1,273,652	1,274,197	1,500	0%
Total Funding Sources	$ 381,122	$ 1,658,817	$ 1,661,729	$ 1,659,067	$ 1,660,022	$ 1,660,567	$ 1,500	0%
Use of Funds								
Other Services & Charges	$ -	$ -	$ 358	$ -	$ 2,455	$ -	$ -	
Debt Services - Principal	-	425,000	440,000	450,000	450,000	465,000	15,000	3%
Debt Services - Interest	381,122	1,233,517	1,221,371	1,209,067	1,207,567	1,195,567	$ (13,500)	(1%)
Total Expenditures	$ 381,122	$ 1,658,517	$ 1,661,729	$ 1,659,067	$ 1,660,022	$ 1,660,567	$ 1,500	0%
Ending Fund Balance	**$ -**	**$ 300**	**$ 300**	**$ 300**	**$ 300**	**$ 300**	**$ -**	
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	

2013 Funding Sources



2013 Use of Funds



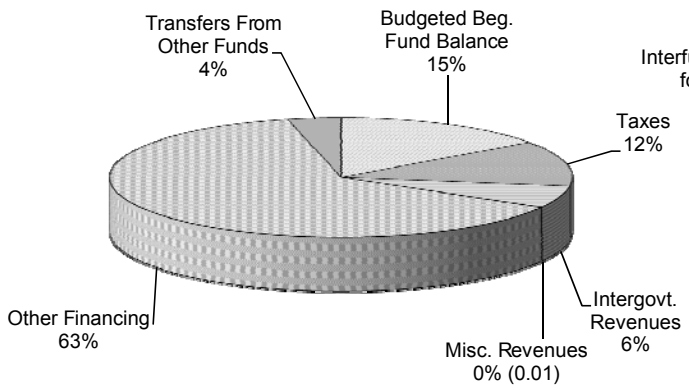
General Capital Fund (301) Summary

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

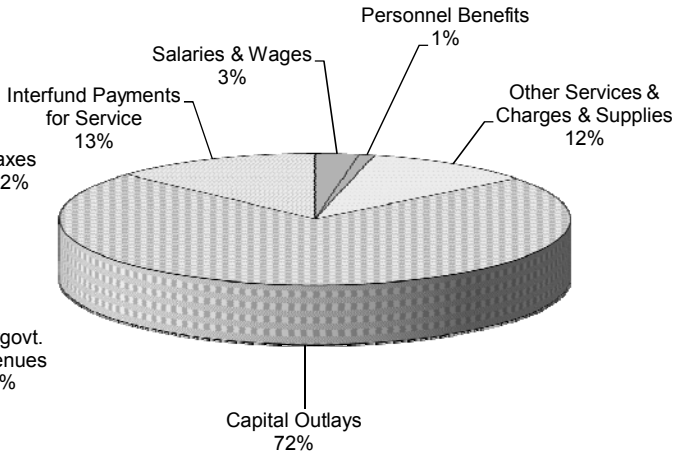
Department: Public Works
Programs: General Capital Engineering
General Capital Projects

	2009 Actual	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Proposed Budget	2012 Current Budget vs. 2013 Proposed Budget	Percent Change
Beginning Fund Balance	**$ 14,449,488**	**$ 8,609,255**	**$ 4,163,165**	**$ 3,273,798**	**$ 3,273,798**	**$ 1,427,200**	**$ (1,846,598)**	**(56%)**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ 2,039,259	$ -	$ 716,607	$ (1,322,652)	(65%)
Taxes	479,306	454,192	426,756	509,294	482,619	580,541	71,247	14%
Intergovt. Revenues	1,457,161	808,822	167,886	437,000	113,728	282,140	(154,860)	(35%)
Misc. Revenues	121,739	51,959	33,745	21,978	7,339	3,617	(18,361)	(84%)
Total Revenue	$ 2,058,206	$ 1,314,973	$ 628,387	$ 3,007,531	$ 603,686	$ 1,582,905	$ (1,424,626)	(47%)
Other Financing	22,370,899	-	-	-	-	2,980,000	2,980,000	
Transfers From Other Funds	668,000	205,000	60,000	210,000	130,000	177,845	(32,155)	(15%)
Total Funding Sources	$ 25,097,105	$	$ 688,387	$ 3,217,531	$ 733,686	$ 4,740,750	$ 1,523,219	47%
Use of Funds								
Salaries & Wages	$ 429,409	$ 298,315	$ 235,368	$ 196,882	$ 64,734	$ 131,838	$ (65,044)	(33%)
Personnel Benefits	121,685	89,025	76,050	70,950	20,517	46,701	(24,249)	(34%)
Supplies	460,094	31,427	14,954	-	-	1,000	1,000	
Other Services & Charges	886,684	634,545	473,369	1,142,223	1,068,098	505,124	(637,099)	(56%)
Intergovt. Services	4,990	1,892	4,754	-	-	-	-	
Capital Outlays	28,519,010	4,417,503	272,581	1,172,291	918,425	3,430,926	2,258,635	193%
Debt Services	193,222	-	-	-	-	-	-	
Interfund Payments for Service	322,247	493,361	500,678	635,185	508,510	625,161	(10,024)	(2%)
Total Expenditures	$ 30,937,341	$ 966,068	$ 1,577,754	$ 3,217,531	$ 2,580,284	$ 4,740,750	$ 1,523,219	47%
Ending Fund Balance	**$ 8,609,255**	**$ 4,163,165**	**$ 3,273,798**	**$ 1,234,539**	**$ 1,427,200**	**$ 710,593**	**$ (523,946)**	**(42%)**
Total FTE's	**4.94**	**3.47**	**3.54**	**2.52**	**2.52**	**1.65**	**-0.87**	**(35%)**

2013 Funding Sources



2013 Use of Funds



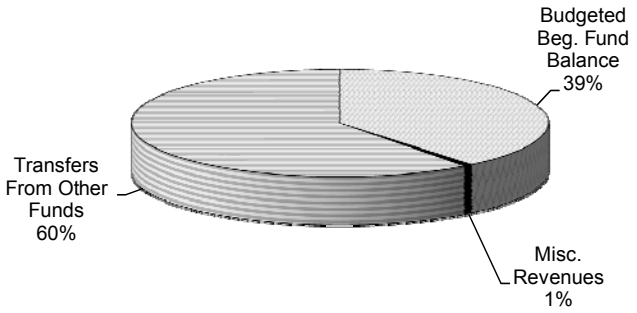
City Facility - Major Maintenance Fund (312) Summary

This fund was established in 2005. Projects in this capital fund will include major repairs and replacement of City facilities such as the police station, recreation centers and pool. The allocation of resources in this fund will be done through the City's capital improvement program.

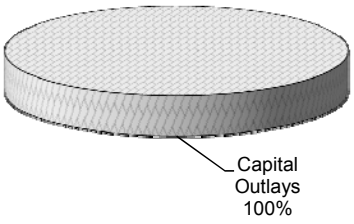
Department: Public Works
Program: Major Maintenance Projects

	2009 Actual	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Proposed Budget	2012 Current Budget vs. 2013 Proposed Budget	Percent Change
Beginning Fund Balance	**$ 188,219**	**$ 182,928**	**$ 187,551**	**$ 130,631**	**$ 130,631**	**$ 277,863**	**$ 147,232**	**113%**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ -	$ -	$ 48,134	$ 48,134	
Misc. Revenues	1,391	563	330	825	200	834	9	1%
Prior Year Adjustments	-	-	-	-	-	-	-	
Total Revenue	$ 1,391	$ 563	$ 330	$ 825	$ 200	$ 48,968	$ 48,143	5836%
Transfers From Other Funds	4,032	44,032	97,900	164,032	164,032	74,032	(90,000)	(55%)
Total Funding Sources	$ 5,423	$ 44,595	$ 98,230	$ 164,857	$ 164,232	$ 123,000	$ (41,857)	(25%)
Use of Funds								
Salaries & Wages	$ -	$ -	$ 722	$ -	$ -	$ -	$ -	
Personnel Benefits	-	-	181	-	-	-	-	
Supplies	904	-	4,609	-	-	-	-	
Other Services & Charges	9,810	16,447	24,470	-	-	-	-	
Capital Outlays	-	23,380	123,023	60,000	17,000	123,000	63,000	105%
Interfund Payments for Service	-	145	2,145	-	-	-	-	
Total Expenditures	$ 10,714	$ 39,972	$ 155,150	$ 60,000	$ 17,000	$ 123,000	$ 63,000	105%
Ending Fund Balance	**$ 182,928**	**$ 187,551**	**$ 130,631**	**$ 235,488**	**$ 277,863**	**$ 229,729**	**$ (5,759)**	**(2%)**
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	

2013 Funding Sources



2013 Use of Funds



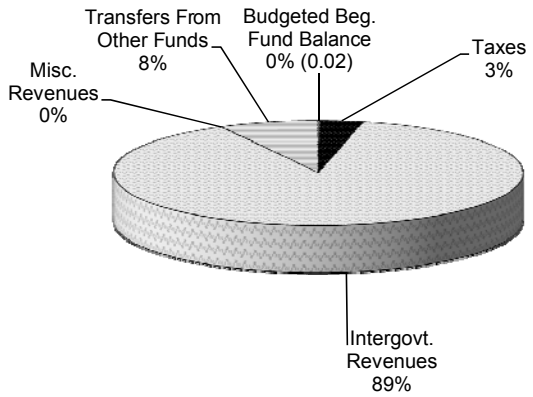
Roads Capital Fund (330) Summary

The Roads Capital Fund receives resources that are designated specifically for capital purposes. The primary on-going dedicated resource is real estate excise tax (REET). Other dedicated sources include fuel tax which is collected in the Arterial Street Fund and transferred to this fund and various project grants. Projects in the Roads Capital Fund are divided into three major categories: pedestrian/non-motorized projects, system preservation projects, and safety/operational projects. For a complete discussion of this fund refer to the Capital Improvement Program section of this document.

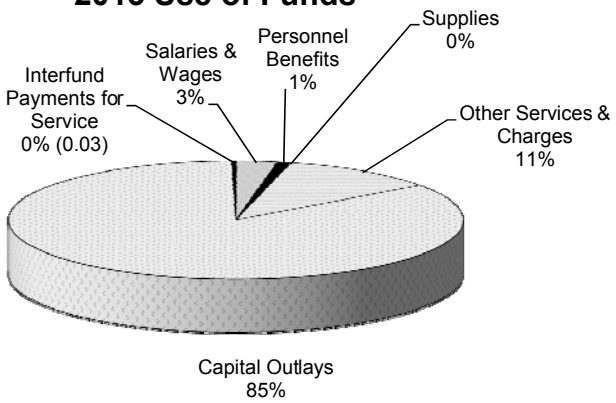
Department: Public Works
Programs: Roads Capital Engineering
Roads Capital Projects

	2009 Actual	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Proposed Budget	2012 Current Budget vs. 2013 Proposed Budget	Percent Change
Beginning Fund Balance*	**$ 7,274,235**	**$ 6,189,290**	**$ 5,278,650**	**$ 3,805,348**	**$ 3,805,348**	**$ 2,080,900**	**$ (1,724,448)**	**(45%)**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ 1,997,749	$ -	$ 25,951	$ (1,971,798)	(99%)
Taxes	479,306	454,192	426,756	509,294	482,619	580,541	71,247	14%
Licenses & Permits	437	298	298	-	-	-	-	0%
Intergovt. Revenues	13,631,760	19,407,247	22,706,917	10,547,080	11,727,008	15,231,749	4,684,669	44%
Charges for Goods and Services	186,210	89,204	370,371	-	-	-	-	
Misc. Revenues	45,277	25,422	449,721	23,404	5,000	6,243	(17,161)	(73%)
Prior Year Adjustments	-	-	-	-	-	-	-	
Total Revenue	$ 14,342,990	$ 19,976,363	$ 23,954,063	$ 13,077,527	$ 12,214,627	$ 15,844,484	$ 2,766,957	21%
Transfers From Other Funds	653,313	2,056,984	1,510,332	1,623,825	1,623,825	1,352,136	(271,689)	(17%)
Total Funding Sources	$ 14,996,303	$ 22,033,347	$ 25,464,395	$ 14,701,352	$ 13,838,452	$ 17,196,620	$ 2,495,268	17%
Use of Funds								
Salaries & Wages	$ 797,579	$ 955,399	$ 891,998	$ 592,645	$ 88,079	$ 501,363	$ (91,282)	(15%)
Personnel Benefits	227,055	251,457	256,450	186,460	28,946	163,842	(22,618)	(12%)
Supplies	74,018	23,873	60,137	750	1,250	3,050	2,300	307%
Other Services & Charges	3,069,556	4,810,801	5,716,238	8,277,420	3,722,797	1,912,855	(6,364,565)	(77%)
Intergovt. Services	28,274	47,536	250,707	-	-	-	-	
Capital Outlays	11,678,343	16,661,436	19,703,121	5,592,390	11,670,141	14,559,431	8,967,041	160%
Debt Service	-	-	6,750	-	-	-	-	
Interfund Payments for Service	206,425	193,482	52,296	51,687	51,687	56,079	4,392	8%
Total Expenditures	$ 16,081,250	$ 22,943,984	$ 26,937,697	$ 14,701,352	$ 15,562,900	$ 17,196,620	$ 2,495,268	17%
Ending Fund Balance	**$ 6,189,290**	**$ 5,278,650**	**$ 3,805,348**	**$ 1,807,599**	**$ 2,080,900**	**$ 2,054,949**	**$ 247,350**	**14%**
Total FTE's	**10.28**	**10.53**	**10.11**	**6.87**	**6.87**	**5.46**	**-1.41**	**(21%)**

2013 Funding Sources



2013 Use of Funds



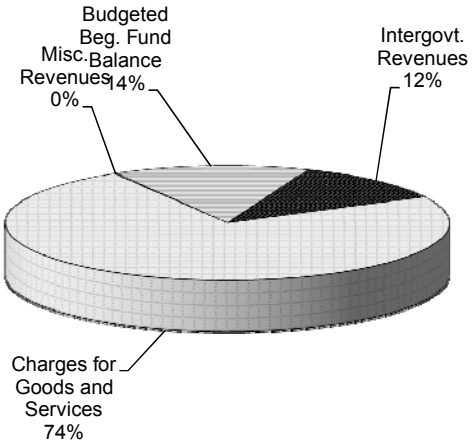
Surface Water Utility Fund (401) Summary

This fund is used to account for all operations and capital improvements related to surface water management and drainage. The City charges property owners an annual surface water fee that is used to fund these activities.

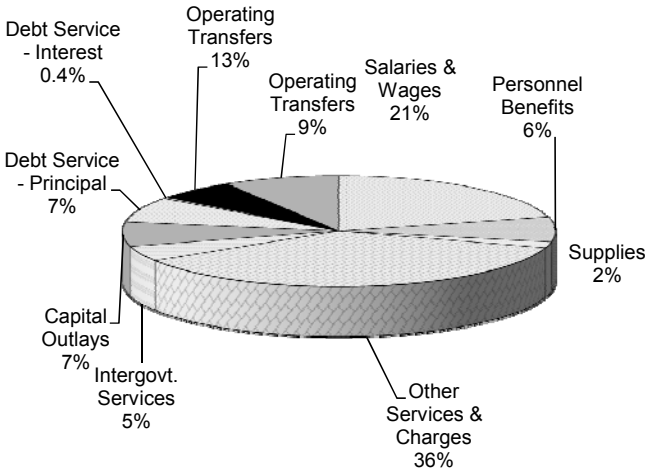
Department: Public Works
Programs: Surface Water Management
Various Surface Water Capital Projects

	2009 Actual	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Proposed Budget	2012 Current Budget vs. 2013 Proposed Budget	Percent Change
Beginning Fund Balance	**6,218,780**	**$ 5,287,394**	**$ 4,068,021**	**$ 3,745,825**	**$ 3,745,825**	**$ 2,262,138**	**$ (1,483,687)**	**(40%)**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ 1,737,990	$ -	$ 638,454	$ (1,099,536)	(63%)
Intergovt. Revenues	49,223	296,001	214,089	513,870	659,518	515,000	1,130	0%
Charges for Goods and Services	3,159,232	3,128,657	3,134,589	3,233,639	3,210,072	3,306,374	72,735	2%
Misc. Revenues	70,540	35,703	18,229	29,693	29,240	7,402	(22,291)	(75%)
Capital Contributions	-	-	-	-	-	-	-	
Total Revenue	$ 3,278,995	$ 3,460,361	$ 3,366,907	$ 5,515,192	$ 3,898,830	$ 4,467,230	$ (1,047,962)	(19%)
Transfers From Other Funds	-	-	-	-	-	-	-	
Total Funding Sources	$ 3,278,995	$ 3,460,361	$ 3,366,907	$ 5,515,192	$ 3,898,830	$ 4,467,230	$ (1,047,962)	(19%)
Use of Funds								
Salaries & Wages	$ 639,764	$ 808,135	$ 714,545	$ 912,918	$ 793,899	$ 932,766	$ 19,848	2%
Personnel Benefits	192,194	245,339	227,116	317,643	277,867	325,254	7,611	2%
Supplies	80,693	100,120	76,310	143,492	173,189	77,163	(66,329)	(46%)
Other Services & Charges	447,057	608,319	583,143	2,062,159	1,676,759	1,614,976	(447,183)	(22%)
Intergovt. Services	195,395	154,568	169,334	195,865	195,865	200,623	4,758	2%
Capital Outlays	1,468,824	994,497	739,873	796,133	1,177,956	319,486	(476,647)	(60%)
Debt Service - Principal	326,475	326,475	326,475	326,475	326,475	326,475	-	0%
Debt Service - Interest	20,405	18,772	17,140	17,956	17,956	17,956	-	0%
Interfund Payments for Service	839,574	28,441	108,549	309,371	309,371	264,357	(45,014)	(15%)
Operating Transfers	-	1,395,068	726,618	433,180	433,180	388,175	(45,005)	(10%)
Total Expenditures	$ 4,210,381	$ 4,679,734	$ 3,689,103	$ 5,515,192	$ 5,382,517	$ 4,467,231	$ (1,047,961)	(19%)
Ending Fund Balance	**$ 5,287,394**	**$ 4,068,021**	**$ 3,745,825**	**$ 2,007,835**	**$ 2,262,138**	**$ 1,623,683**	**$ (384,152)**	**(19%)**
Total FTE's	**10.13**	**10.71**	**10.86**	**11.12**	**11.12**	**12.00**	**0.88**	**8%**

2013 Funding Sources



2013 Use of Funds



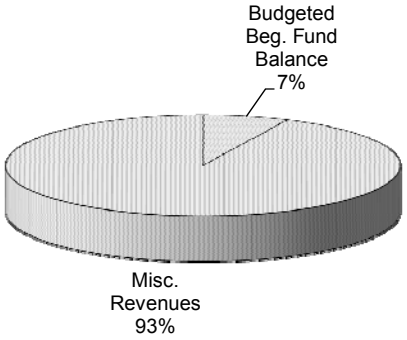
Vehicle Operations Fund (501) Summary

The Vehicle Operations and Maintenance Fund is used to account for the costs of operating and maintaining City vehicles and auxiliary equipment. Departments are assessed an annual charge for the estimated cost of the repair and maintenence of their vehicles along with projected fuel costs.

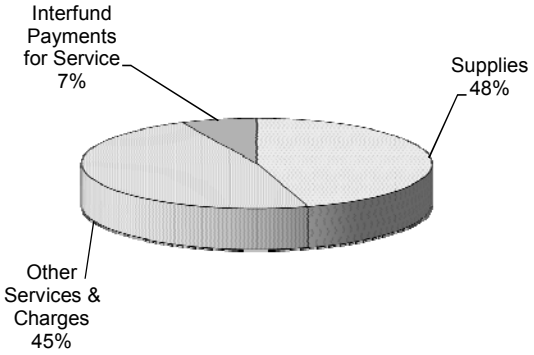
Department: Administrative Services
Program: Vehicle Operations & Maintenance

	2009 Actual	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Proposed Budget	2012 Current Budget vs. 2013 Proposed Budget	Percent Change
Beginning Fund Balance	**$ 60,905**	**$ 63,517**	**$ 51,361**	**$ 52,313**	**$ 52,313**	**$ 41,034**	**$ (11,279)**	**(22%)**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ 14,990	$ -	$ 15,000	$ 10	0%
Intergovernmental Revenues	29,999	-	-	-	4,370	-	-	
Misc. Revenues	145,531	142,477	174,714	182,250	181,601	198,635	16,385	9%
Prior Year Adjustments	-	-	-	-	-	-	-	
Total Revenue	$ 175,530	$ 142,477	$ 174,714	$ 197,240	$ 185,971	$ 213,635	$ 16,395	8%
Transfers From Other Funds	-	-	-	-	-	-	-	
Total Funding Sources	$ 175,530	$ 142,477	$ 174,714	$ 197,240	$ 185,971	$ 213,635	$ 16,395	8%
Use of Funds								
Supplies	$ 77,692	$ 72,933	$ 89,761	$ 73,621	$ 92,000	$ 96,676	$ 23,055	31%
Other Services & Charges	95,225	81,700	84,001	108,379	105,250	101,959	(6,420)	(6%)
Capital Layouts	-	-	-	-	-	-	-	
Interfund Payments for Service	-	-	-	15,250	-	15,000	(250)	(2%)
Total Expenditures	$ 172,917	$ 154,633	$ 173,762	$ 197,250	$ 197,250	$ 213,635	$ 16,385	8%
Ending Fund Balance	**$ 63,517**	**$ 51,361**	**$ 52,313**	**$ 37,313**	**$ 41,034**	**$ 26,034**	**$ (11,279)**	**(30%)**
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	

2013 Funding Sources



2013 Use of Funds



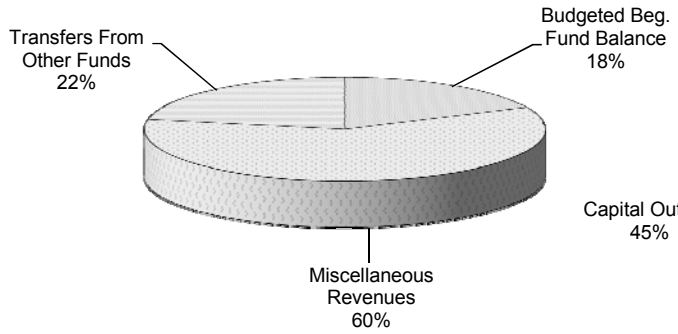
Equipment Replacement Fund (503) Summary

The Equipment Replacement Fund is used to account for the future replacement of City property. This includes replacement of vehicles, computers, servers and other related equipment. An annual transfer is made from the General Fund to support the replacement of all computer related equipment. Based upon the vehicle replacement schedule, departments are assessed an annual charge to cover the anticipated replacement cost for their vehicles.

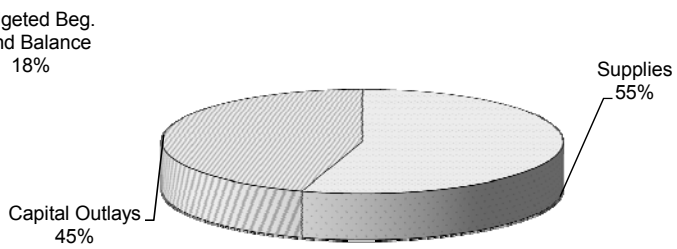
Department: Administrative Services
Programs: Operational Equipment Replacement
Technical

	2009 Actual	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Proposed Budget	2012 Current Budget vs. 2013 Proposed Budget	Percent Change
Beginning Fund Balance	**$ 1,766,690**	**$ 1,831,073**	**$ 1,697,695**	**$ 1,826,577**	**$ 1,826,577**	**$ 2,005,055**	**$ 178,478**	**10%**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ 25,675	$ -	$ 82,321	$ 56,646	221%
Miscellaneous Revenues	142,149	62,966	252,704	259,291	251,790	272,606	13,315	5%
Prior Year Adjustments	-	-	-	-	-	-	-	
Total Revenue	$ 142,149	$ 62,966	$ 252,704	$ 284,966	$ 251,790	$ 354,927	$ 69,961	25%
Transfers From Other Funds	100,000	43,513	2,055	267,363	267,363	100,000	(167,363)	
Total Funding Sources	$ 242,149	$ 106,479	$ 254,759	$ 552,329	$ 519,153	$ 454,927	$ (97,402)	(18%)
Use of Funds								
Supplies	$ 41,091	$ 56,087	$ 39,256	$ 100,000	$ 10,000	$ 100,000	$ -	0%
Other Services & Charges	2,471	-	19	-	40,000	-	-	0%
Capital Outlays	134,204	183,095	86,602	240,675	290,675	82,321	(158,354)	(66%)
Intergovernmental Services	-	675	-	-	-	-	-	
Total Expenditures	$ 177,766	$ 239,857	$ 125,877	$ 340,675	$ 340,675	$ 182,321	$ (158,354)	(46%)
Ending Fund Balance	**$ 1,831,073**	**$ 1,697,695**	**$ 1,826,577**	**$ 2,012,556**	**$ 2,005,055**	**$ 2,195,340**	**$ 182,784**	**9%**
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	

2013 Funding Sources



2013 Use of Funds



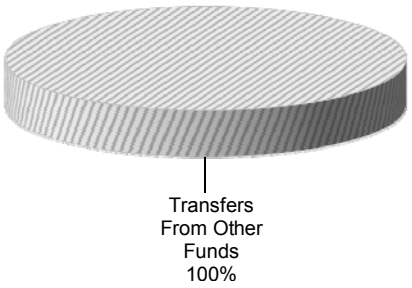
Unemployment Fund (505) Summary

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.

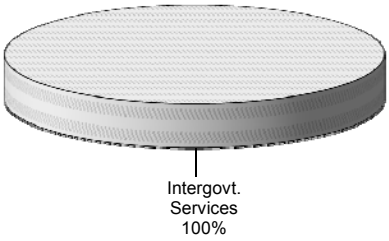
Department: Administrative Services
Program: Unemployment Administration

	2009 Actual	2010 Actual	2011 Actual	2012 Current Budget	2012 Projected	2013 Proposed Budget	2012 Current Budget vs. 2013 Proposed Budget	Percent Change
Beginning Fund Balance	**$ 72,610**	**$ 48,326**	**$ 45,962**	**$ 31,280**	**$ 31,280**	**$ 9,516**	**$ (21,764)**	**(70%)**
Funding Sources								
Budgeted Beginning Fund Balar	$ -	$ -	$ -	$ 21,764	$ -	$ -	$ (21,764)	(100%)
Miscellaneous Revenues	505	153	74	50	50	-	(50)	(100%)
Transfers From Other Funds	5,000	10,000	10,000	67,732	67,732	17,500	(50,232)	(74%)
Prior Year Adjustments	-	-	-	-	-	-	-	
Total Funding Sources	$ 5,505	$ 10,153	$ 10,074	$ 89,546	$ 67,782	$ 17,500	$ (72,046)	(80%)
Use of Funds								
Intergovt. Services	$ 29,789	$ 12,517	$ 24,756	$ 89,546	$ 89,546	$ 17,500	$ (72,046)	(80%)
Total Expenditures	$ 29,789	$ 12,517	$ 24,756	$ 89,546	$ 89,546	$ 17,500	$ (72,046)	(80%)
Ending Fund Balance	**$ 48,326**	**$ 45,962**	**$ 31,280**	**$ 9,516**	**$ 9,516**	**$ 9,516**	**$ (21,764)**	**(229%)**
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	

2013 Funding Sources



2013 Use of Funds



CITY OF SHORELINE

CAPITAL IMPROVEMENT PROGRAM

CAPITAL IMPROVEMENT PROGRAM

CAPITAL IMPROVEMENT PLAN

2013 – 2018

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, City Facilities, Roads, 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:

- Fund – The associated capital fund (General Capital, City Facilities, Roads Capital, or Surface Water Utility Fund).
- Project Category – Each fund has several project categories. This section identifies the appropriate category for the particular project. These categories are also used in the CIP Summary and the Capital Fund Summary.
- Strategic Objectives - Each project (where applicable) is linked with a strategic objective from the City's Strategic Plan. Currently, the City has seven strategic objectives:
  - ❖ Safe and attractive neighborhoods and business districts
  - ❖ Quality services, facilities and infrastructure
  - ❖ Human Services
  - ❖ Safe, healthy and sustainable environment
  - ❖ Economic vitality and financial stability
  - ❖ Governmental excellence
  - ❖ Effective citizen communication and engagement
- Desired Community Condition – if linked with a Strategic Objective - the appropriate desired community condition from the City's Strategic Plan is displayed.
- Strategy – If linked with a Strategic Objective – the appropriate strategy from the City's Strategic Plan is displayed.
- Council Goal – Each project (where applicable) is linked with a City Council Goal.

- 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.
- Comprehensive Plan Goal – Each project (where applicable) is linked with a comprehensive plan goal.
- 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.
- Total Project Budget - This includes all costs associated with the project. This will include prior expenditures, current year estimates and projected costs included in the six-year plan.
- Funding Source – This displays all of the anticipated revenue sources for the project.
- Critical Milestones – A list of all of the most important project milestones with their expected completion dates.
- 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.
- 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.

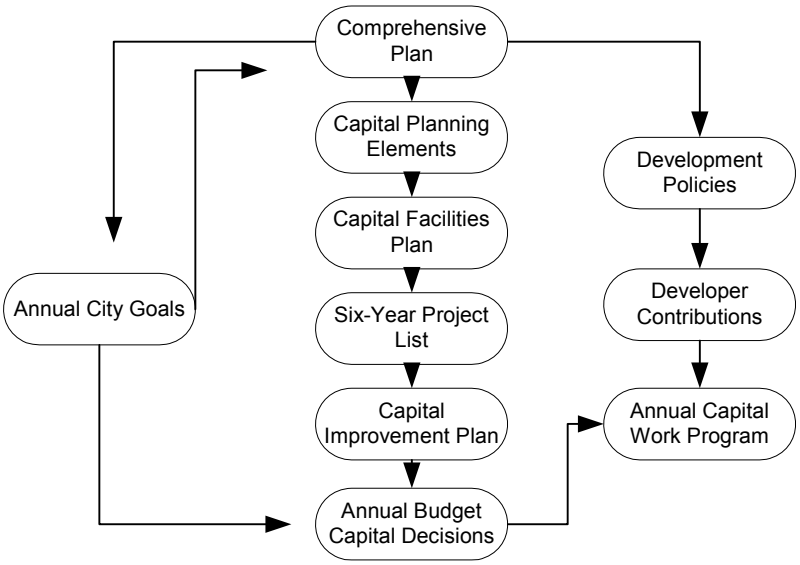
To comply with GMA, the City prepared a comprehensive Capital Facilities Plan (CFP). The CFP provides long range policy guidance for the development of capital improvements. The purpose of a CFP is to identify and coordinate those capital improvements deemed necessary to accommodate orderly growth, set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

1. An inventory of existing public owned capital facilities showing locations and capacities.
2. A forecast of the future needs for such capital facilities.
3. The proposed locations and capacities of expanded or new capital facilities.
4. 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.
5. 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 one-time General Fund revenues, Real Estate Excise Tax, municipal financing, and grants.

FACILITIES MAJOR MAINTENANCE FUND: In the Facilities 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 City's General Fund.

ROADS CAPITAL FUND: In the Roads Capital fund, projects are categorized as either Repair and Replacement or Capacity Construction. Within those 2 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 allocation from the General Fund, Real Estate Excise Tax (REET), Transportation Benefit District (TBD) and grants.

The City's Capital Improvement Plan also includes the capital portion of the Surface Water Utility fund.

SURFACE WATER UTILITY FUND: In the Surface Water Utility Fund, projects are categorized as either Repair and Replacement or Capacity Construction. Within those 2 categories they are subcategorized into Basin Planning, Flood Protection Projects, Water Quality Facilities, or Stream and Habitat Restoration Projects. 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

A number of important policy considerations are the basis for the Capital Improvement Program (CIP) Plan. These policies provide guidelines for all financial aspects of the CIP, and ultimately affect the project selection process.

A. Relationship of Long-Range Plans to the CIP

The CIP will be updated annually as part of the City's budget process. The City Council may amend the CIP Plan at any time as required.

Virtually all of the projects included in the CIP are based upon formal long-range plans that have been adopted by the City Council. This ensures that the City's Capital Improvement Program, which is the embodiment of the recommendations of these individual planning studies, is responsive to the officially stated direction of the City Council as contained in the Comprehensive Plan, Council work goals, and supporting documents. Examples of these supporting documents: Pavement Management System Plan and the Parks and Open Space and Recreation Services Plan. There are exceptions, but they are relatively small when compared to the other major areas of expenditure noted above.

B. CIP Coordination Team

A CIP Coordination Team is a cross-departmental team which participates in the review and recommendation of the CIP program to the City Manager. The Team will review proposed capital projects in regards to accurate costing (design, capital, and operating), congruence with City objectives, and prioritize projects by a set of deterministic criteria. The Administrative Services 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 City has divided its CIP projects into the following program areas: General and Parks Capital Projects, Major Facilities Maintenance, Roads Capital Projects, and Surface Water Capital Projects.
2. Designated personnel within City departments recommend project expenditure plans to the Administrative Services 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 Administrative Services Department and is recommended to the City Council by the City Manager.
5. The City Council reviews the 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 Pre-design 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 pre-design 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 projects 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/her 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 Administrative Services 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:

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. Administrative Services Director's Authority to Borrow:

The Administrative Services 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. <u>Applicable Project Charges:</u>

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.

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 project 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 still be tracked and reported in a manner that meets the requirements and expectations of our funding partners.

Note: The phases in the Aurora Avenue North 165th - 205th Improvements project were expanded to detail the engineering and project contingency costs.

Capital Project Criteria

Legal	State or Federal mandate may require that a particular project be implemented. Court orders and judgments concerning annexation property owner's rights environmental protection, etc. are also legal requirements that may affect how projects are prioritized.
Safety	The benefit to the environment, safety or public health of the community should be evaluated. For example, all street projects concern public safety, but streets for which documented evidence of safety hazards exists should be given higher priority treatment.
Comp 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.

CITY OF SHORELINE

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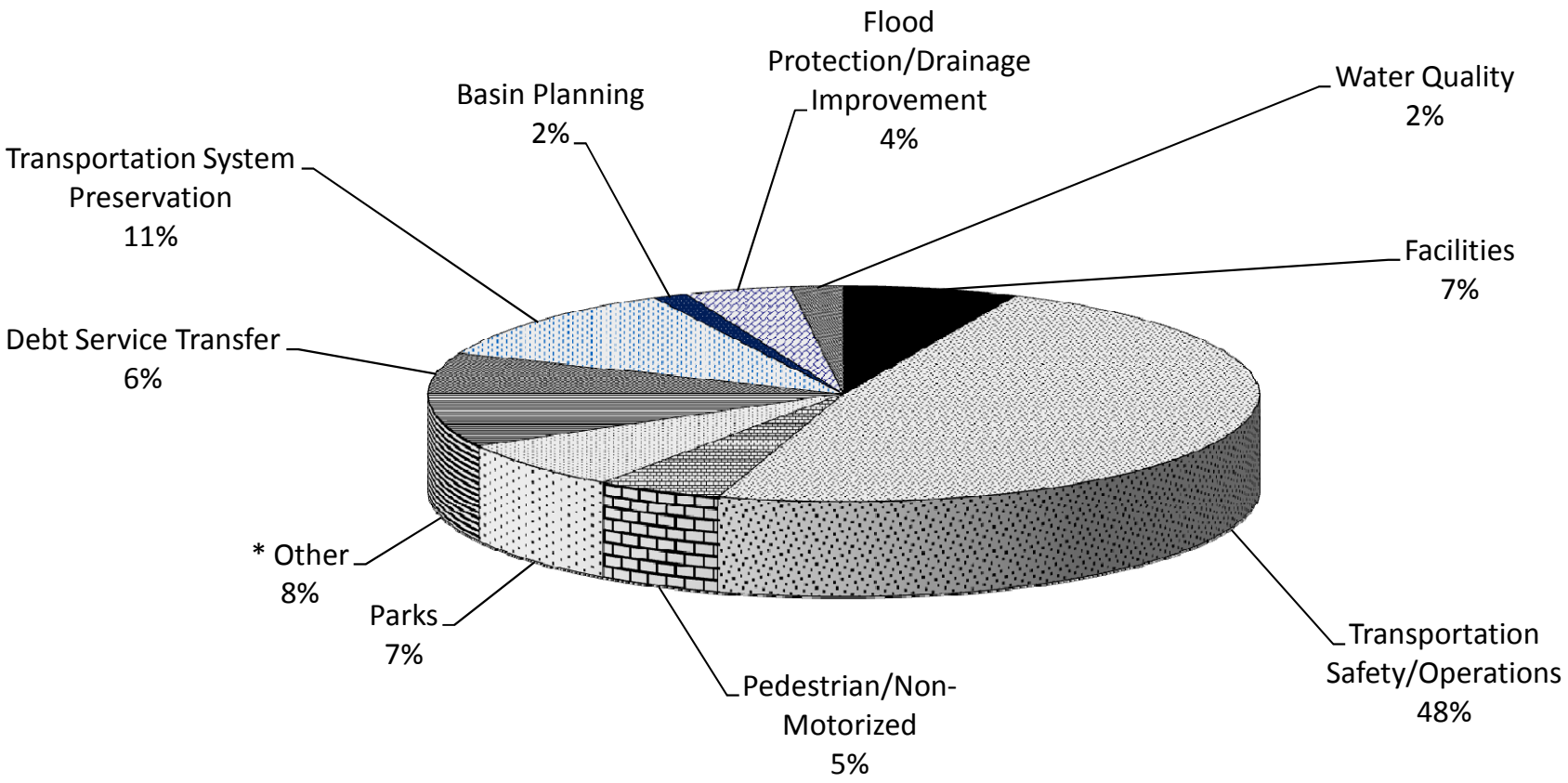
CIP SUMMARY

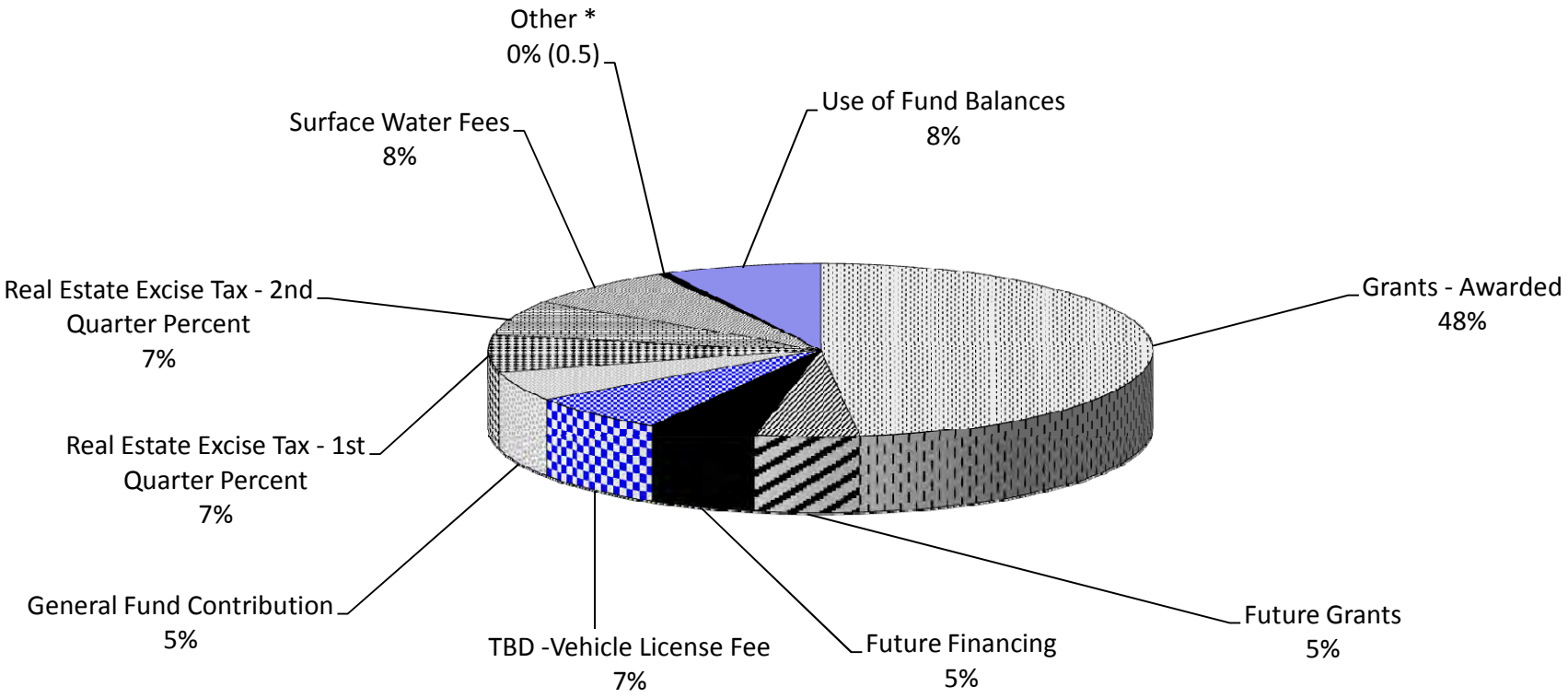
CAPITAL IMPROVEMENT PROGRAM SUMMARY

2013-2018
Capital Projects by Category
$63.4 Million



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

2013-2018
Capital Resources by Category
$63.4 Million



* Other includes Investment Interest Income, GenCap contribution to Roads Capital and Treasury Seizure Fund contribution

City of Shoreline 2013 - 2018 Capital Improvement Plan
PROGRAM SUMMARY

EXPENDITURES Fund *Project*	Proposed 2013	Proposed 2014	Proposed 2015	Proposed 2016	Proposed 2017	Proposed 2018	Total 2013-2018
General Capital							
Parks Projects							
Ballinger Neighborhood Parks Master Planning	$0	$0	$150,000	$0	$0	$0	$150,000
Echo Lake Park Improvements	$249,459	$0	$0	$0	$0	$0	$249,459
Off Leash Dog Areas	$5,000	$0	$0	$0	$0	$0	$5,000
Park at Town Center	$0	$0	$750,000	$250,000	$0	$0	$1,000,000
Parks Repair and Replacement	$180,000	$180,000	$185,000	$190,000	$200,000	$200,000	$1,135,000
Pym Acquisition	$0	$0	$0	$0	$800,000	$0	$800,000
Regional Trail Signage	$100,000	$0	$0	$0	$0	$0	$100,000
Richmond Beach Saltwater Park Improvements	$15,000	$10,330	$0	$0	$0	$0	$25,330
Saltwater Park Pedestrian Bridge Major Repair	$25,000	$275,000	$0	$0	$0	$0	$300,000
Sunset School Park Project	$150,000	$0	$0	$0	$0	$0	$150,000
Trail Corridors	$222,000	$0	$0	$0	$0	$0	$222,000
Facilities Projects							
City Hall Generator	$0	$0	$0	$0	$0	$700,000	$700,000
Maintenance Facility	$2,980,000	$368,000	$0	$0	$0	$0	$3,348,000
Police Station Site Analysis	$80,000	$0	$0	$0	$0	$0	$80,000
Shoreline Pool Repair/Replacement Needs Analysis	$50,000	$0	$0	$0	$0	$0	$50,000
Non-Project Specific							
General Capital Engineering	$59,130	$0	$0	$0	$0	$0	$59,130
General Fund Cost Allocation Charge	$36,520	$10,000	$0	$0	$0	$0	$46,520
Bond Issue Funding to Roads for Trail Connectors	$8,100	$0	$0	$0	$0	$0	$8,100
City Hall Debt Service Payment	$580,541	$640,087	$664,346	$664,546	$663,946	$664,547	$3,878,013
General Capital Fund Total	**$4,740,750**	**$1,483,417**	**$1,749,346**	**$1,104,546**	**$1,663,946**	**$1,564,547**	**$12,306,552**
City Facilities - Major Maintenance							
General Facilities Projects							
Police Station Long-Term Maintenance	$25,000	$0	$20,000	$0	$0	$0	$45,000
City Hall Parking Garage Long-Term Maintenance	$0	$0	$100,000	$20,160	$0	$0	$120,160
Parks Projects							
Pool Long-Term Maintenance	$33,000	$96,000	$140,000	$0	$20,000	$0	$289,000
Richmond Highlands Community Center Long-Term Maintenance	$50,000	$0	$25,000	$0	$50,000	$0	$125,000
Spartan Recreation Center	$15,000	$0	$0	$0	$0	$0	$15,000
City Facilities - Major Maintenance Fund Total	**$123,000**	**$96,000**	**$285,000**	**$20,160**	**$70,000**	**$0**	**$594,160**

City of Shoreline 2013 - 2018 Capital Improvement Plan
PROGRAM SUMMARY

EXPENDITURES Fund *Project*	Proposed 2013	Proposed 2014	Proposed 2015	Proposed 2016	Proposed 2017	Proposed 2018	Total 2013-2018
Roads Capital Fund							
Pedestrian / Non-Motorized Projects							
Curb Ramp, Gutter and Sidewalk Maintenance Program	$140,000	$113,500	$150,000	$150,000	$150,000	$150,000	$853,500
NE 195th Separated Trail	$60,000	$370,000	$0	$0	$0	$0	$430,000
Safe Route to School NW 195th	$15,000	$168,500	$164,500	$0	$0	$0	$348,000
Traffic Safety Improvements	$251,500	$187,500	$187,500	$285,000	$285,000	$285,000	$1,481,500
System Preservation Projects							
Annual Road Surface Maintenance Program	$1,354,283	$800,000	$1,000,000	$1,000,000	$1,000,000	$1,000,000	$6,154,283
Traffic Signal Rehabilitation Program	$470,631	$121,084	$100,000	$100,000	$100,000	$100,000	$991,715
Safety / Operations Projects							
Aurora Avenue North 192nd - 205th	$14,419,261	$14,429,653	$1,169,453	$0	$0	$0	$30,018,367
Hidden Lake Bridge	$100,000	$50,000	$0	$0	$0	$0	$150,000
Route Development Plan for the 145th Corridor	$150,000	$100,000	$0	$0	$0	$0	$250,000
Non-Project Specific							
General Fund Cost Allocation Overhead Charge	$54,719	$54,719	$54,719	$54,719	$54,719	$54,719	$328,314
Roads Capital Engineering	$181,226	$249,120	$266,959	$291,014	$300,639	$300,639	$1,589,597
Roads Capital Fund Total	**$17,196,620**	**$16,644,076**	**$3,093,131**	**$1,880,733**	**$1,890,358**	**$1,890,358**	**$42,595,276**

City of Shoreline 2013 - 2018 Capital Improvement Plan
PROGRAM SUMMARY

EXPENDITURES Fund *Project*	Proposed 2013	Proposed 2014	Proposed 2015	Proposed 2016	Proposed 2017	Proposed 2018	Total 2013-2018
Surface Water Capital							
Basin Planning Projects							
Ballinger Creek Drainage Study (Lyons Creek Basin)	$80,000	$130,000	$0	$0	$0	$0	$210,000
McAleer Creek Basin Plan	$50,000	$400,000	$0	$0	$0	$0	$450,000
Puget Sound Drainages Basin Plan	$0	$0	$200,000	$0	$0	$0	$200,000
Flood Protection/Drainage Improvement Projects							
Culvert Replacement Near 14849 12th Ave NE	$0	$0	$0	$0	$0	$212,000	$212,000
Goheen Revetment Repair	$100,000	$300,000	$0	$0	$0	$0	$400,000
Stormwater Pipe Replacement Program	$300,000	$200,000	$200,000	$200,000	$200,000	$225,000	$1,325,000
Surface Water Small Projects	$200,000	$100,000	$100,000	$100,000	$100,000	$100,000	$700,000
Water Quality							
North Fork Thornton Creek LID Stormwater Retrofit	$593,000	$0	$0	$0	$0	$0	$593,000
Surface Water Management Green Works Projects	$200,000	$100,000	$100,000	$100,000	$100,000	$100,000	$700,000
Non-Project Specific							
General Fund Cost Allocation Overhead Charge	$150,000	$150,000	$78,000	$55,000	$65,000	$65,000	$563,000
Maintenance Facility Debt Service	$0	$230,000	$230,000	$230,000	$230,000	$230,000	$1,150,000
Surface Water Capital Engineering	$194,100	$205,000	$217,000	$230,000	$244,000	$258,000	$1,348,100
Surface Water Capital Fund Total	**$1,867,100**	**$1,815,000**	**$1,125,000**	**$915,000**	**$939,000**	**$1,190,000**	**$7,851,100**
TOTAL EXPENDITURES	**$23,927,470**	**$20,038,493**	**$6,252,477**	**$3,920,439**	**$4,563,304**	**$4,644,905**	**$63,347,088**

City of Shoreline 2013 - 2018 Capital Improvement Plan
PROGRAM SUMMARY

EXPENDITURES Fund *Project*	Proposed 2013	Proposed 2014	Proposed 2015	Proposed 2016	Proposed 2017	Proposed 2018	Total 2013-2018
RESOURCES							
General Fund Contribution	$602,913	$688,841	$564,009	$555,526	$547,422	$540,378	$3,499,089
Treasury Seizure Fund Contribution to General Cap Fund	$80,000	$0	$0	$0	$0	$0	$80,000
General Capital Bond Issue Contribution to Roads Cap Fund	$8,100	$49,950	$0	$0	$0	$0	$58,050
Transportation Benefit District	$913,000	$695,000	$695,000	$695,000	$695,000	$695,000	$4,388,000
Real Estate Excise Tax - 1st Quarter Percent	$580,541	$681,237	$701,501	$722,196	$760,916	$778,664	$4,225,055
Real Estate Excise Tax - 2nd Quarter Percent	$580,541	$681,237	$701,501	$722,196	$760,916	$778,664	$4,225,055
Surface Water Fees	$706,244	$700,398	$719,044	$801,720	$894,278	$1,032,680	$4,854,364
Investment Interest Income	$18,095	$39,939	$45,106	$30,861	$30,728	$30,456	$195,186
King County Flood Zone District Opportunity Fund	$80,000	$80,000	$80,000	$80,000	$80,000	$80,000	$480,000
Grants - Awarded	$15,616,749	$13,836,764	$424,999	$0	$0	$0	$29,878,512
Future Grants	*$50,000*	*$203,500*	*$1,099,500*	*$285,000*	*$835,000*	*$735,000*	$3,208,000
Future Financing	*$2,980,000*	*$368,000*	*$0*	*$0*	*$0*	*$0*	$3,348,000
King County Voter Approved Trail Funding	$117,140	$0	$0	$0	$0	$0	$117,140
Use of Accumulated Fund Balance	$1,594,146	$2,013,627	$1,221,817	$27,939	($40,955)	($25,937)	$4,790,638
TOTAL RESOURCES	**$23,927,470**	**$20,038,493**	**$6,252,477**	**$3,920,439**	**$4,563,304**	**$4,644,905**	**$63,347,088**

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 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 2013-2018 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 2012 and beyond are included in CIP Table 1 (next page). The additional operational costs are related to increases for professional landscape maintenance services, janitorial services, utilities and operating supplies.

The projects that will have an impact on future maintenance costs include:

- Aurora Avenue North 165th to 205th
- Goheen Revetment Repair
- Maintenance Facility
- North Fork Thornton Creek LID Stormwater Retrofit
- Park at Town Center
- Pym Acquisition
- Regional Trail Signage
- Richmond Beach Saltwater Park Improvements
- Sunset School Park Project
- Surface Water Green Works Projects
- Surface Water Small Projects
- Traffic Safety Improvements

CIP Table 1
City of Shoreline 2013 - 2018 Capital Improvement Plan
IMPACT ON OPERATING BUDGET

EXPENDITURES	Proposed 2013	Proposed 2014	Proposed 2015	Proposed 2016	Proposed 2017	Proposed 2018	Total 2013-2018
Project							
General Capital							
Parks Projects							
Echo Lake Park Improvements	$ -	$ 15,000	$ 15,000	$ 15,000	$ 15,000	$ 15,000	$ 75,000
Park at Town Center	$ -	$ -	$ -	$ 15,000	$ 22,000	$ 22,000	$ 59,000
Pym Acquisition	$ -	$ -	$ -	$ -	$ -	$ 12,500	$ 12,500
Regional Trail Signage	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 12,000
Richmond Beach Saltwater Park Improvements	$ 6,500	$ 6,500	$ 6,500	$ 6,500	$ 6,500	$ 6,500	$ 39,000
Sunset School Park Project	$ 18,000	$ 18,000	$ 18,000	$ 18,000	$ 18,000	$ 18,000	$ 108,001
Facilities Projects							
Maintenance Facility	$ -	$ -	$ 8,100	$ 8,303	$ 8,510	$ 8,723	$ 33,636
General Capital Fund Total	**$ 26,500**	**$ 41,500**	**$ 49,600**	**$ 64,803**	**$ 72,010**	**$ 84,723**	**$ 339,137**
Roads Capital Fund							
Pedestrian / Non-Motorized Projects							
Traffic Safety Improvements	$ 3,160	$ 464	$ 3,317	$ 487	$ 3,489	$ 510	$ 11,427
Safety / Operations Projects							
Aurora Avenue North 192nd - 205th	$ -	$ -	$ 70,759	$ 114,841	$ 114,964	$ 115,009	$ 415,573
Roads Capital Fund Total	**$ 3,160**	**$ 464**	**$ 74,076**	**$ 115,328**	**$ 118,453**	**$ 115,519**	**$ 427,000**
Surface Water Capital							
Flood Protection/Drainage Improvement Projects							
Goheen Revetment Repair	$ -	$ -	$ 3,118	$ 3,181	$ 2,968	$ 3,034	$ 12,301
Surface Water Small Projects	$ 1,296	$ 2,638	$ 4,031	$ 5,485	$ 7,000	$ 8,588	$ 29,038
Water Quality Projects							
Aurora Ave. N 165th - 205th	$ 39,503	$ 37,783	$ 56,462	$ 48,337	$ 58,826	$ 50,452	$ 291,363
North Fork Thornton Creek LID Stormwater Retrofit	$ -	$ 48,500	$ 49,101	$ 50,105	$ 51,156	$ 52,298	$ 251,160
Surface Water Management Green Works Projects	$ -	$ 2,136	$ 4,354	$ 6,664	$ 9,072	$ 11,593	$ 33,819
Surface Water Capital Fund Total	**$ 40,799**	**$ 91,057**	**$ 117,066**	**$ 113,772**	**$ 129,022**	**$ 125,965**	**$ 617,681**
TOTAL IMPACT FROM 2013-2018 PROJECTS	**$ 70,459**	**$ 133,021**	**$ 240,742**	**$ 293,903**	**$ 319,485**	**$ 326,207**	**$ 1,383,818**

Projects scheduled to be completed during 2012

General Capital							
Kruckeberg Botanic Garden	$ 27,000	$ 27,000	$ 27,000	$ 27,000	$ 27,000	$ 27,000	$ 162,000
Police Station Garage and Storage	$ 1,600	$ 1,636	$ 1,677	$ 1,719	$ 1,764	$ 1,816	$ 10,212
General Capital Fund Total	**$ 28,600**	**$ 28,636**	**$ 28,677**	**$ 28,719**	**$ 28,764**	**$ 28,816**	**$ 172,212**
Roads Capital Fund							
Aurora Avenue North 165th - 185th	$ 160,822	$ 161,433	$ 161,511	$ 161,527	$ 161,699	$ 161,762	$ 968,754
Aurora Avenue North 185th - 192nd	$ 49,219	$ 49,406	$ 49,430	$ 49,435	$ 49,488	$ 49,507	$ 296,486
Briarcrest Safe Routes to School	$ 83	$ 85	$ 87	$ 90	$ 92	$ 95	$ 532
Sidewalks - Priority Routes	$ 8,199	$ 9,486	$ 8,609	$ 9,966	$ 9,054	$ 10,196	$ 55,510
Roads Capital Fund Total	**$ 218,323**	**$ 220,410**	**$ 219,637**	**$ 221,018**	**$ 220,333**	**$ 221,560**	**$ 1,321,282**
Surface Water Utility Fund							
Meridian Park Wetland Drainage Improvement	$ 6,533	$ 6,119	$ 5,698	$ 5,814	$ 5,936	$ 5,496	$ 35,596
Pump Station No. 25	$ 2,074	$ 2,110	$ 2,150	$ 2,194	$ 12,880	$ 2,290	$ 23,698
Surface Water Utility Fund Total	**$ 8,607**	**$ 8,229**	**$ 7,848**	**$ 8,008**	**$ 18,816**	**$ 7,786**	**$ 59,294**
TOTAL IMPACT FROM 2012 PROJECTS	**$ 255,530**	**$ 257,275**	**$ 256,162**	**$ 257,745**	**$ 267,913**	**$ 258,162**	**$ 1,552,788**
TOTAL OPERATING BUDGET IMPACT	**$ 325,989**	**$ 390,296**	**$ 496,905**	**$ 551,648**	**$ 587,398**	**$ 584,369**	**$ 2,936,606**

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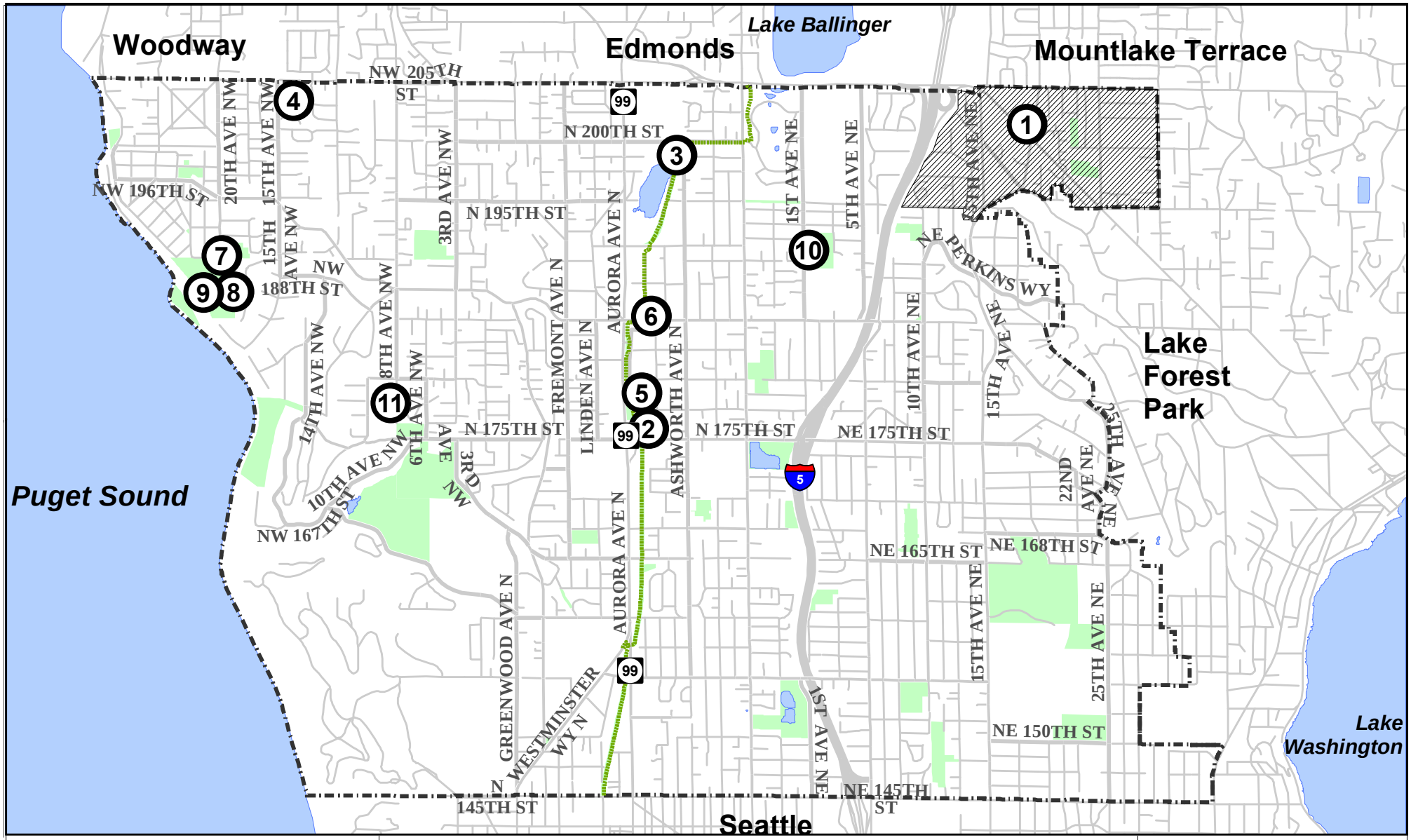
GENERAL CAPITAL FUND

GENERAL
CAPITAL FUND

GENERAL CAPITAL FUND SUMMARY



City of Shoreline
2012-2018 General Capital Improvement Plan

N W E S

0 550 1,100 2,200 3,300 4,400 Feet

Date: 8/27/2012

Ballinger Neighborhood

Interurban Trail

Park

1: Ballinger Neighborhood Parks Master Planning
2: Civic Center/City Hall
3: Echo Lake Park Improvements
4: Kruckeberg Gardens
5: Park at Town Center
6: Police Station Garage and Storage;
Police Station Site Analysis
7: Pym Acquisition
8: Richmond Beach Saltwater Park Imp.
9. Saltwater Park Pedestrian Bridge Repair
10. Shoreline Pool Repair/Replacement Needs Analysis
11. Sunset School Park Project

CITYWIDE IMPROVEMENTS

Maintenance Facility
Off Leash Dog Areas
Parks Repair and Replacement
Regional Trail Signage
Trail Corridors

City of Shoreline 2013 - 2018 Capital Improvement Plan
Program Summary
General Capital Fund

Project	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Expenditures											
Parks Projects											
Ballinger Neighborhood Parks Master Planning						*$150,000*				***$150,000***	***$150,000***
Echo Lake Park Improvements	$17,541	$142,459	$80,000	$249,459						**$249,459**	**$347,000**
Off Leash Dog Areas	$142,559	$7,441	$12,441	$5,000						**$5,000**	**$160,000**
Park at Town Center	$112,700	*$18,058*	$16,545			*$750,000*	*$250,000*			***$1,000,000***	***$1,129,245***
Parks Repair and Replacement	$1,264,149	$236,551	$236,551	$180,000	$180,000	$185,000	$190,000	$200,000	$200,000	**$1,135,000**	**$2,635,700**
Pym Acquisition								*$800,000*		***$800,000***	***$800,000***
Regional Trail Signage		$138,000	$75,000	$100,000						**$100,000**	**$175,000**
Richmond Beach Saltwater Park Improvements	$2,878,782	$21,330	$15,000	$15,000	$10,330					**$25,330**	**$2,919,112**
Saltwater Park Pedestrian Bridge Major Repair	$5,584			$25,000	$275,000					**$300,000**	**$305,584**
Sunset School Park Project	$10	$204,990	$54,990	$150,000						**$150,000**	**$205,000**
Trail Corridors	$1,868,908	$592,358	$593,295	$222,000						**$222,000**	**$2,684,203**
Facilities Projects											
City Hall Generator									*$700,000*	***$700,000***	***$700,000***
Maintenance Facility	$12,031	$12,969	$12,969	*$2,980,000*	*$368,000*					***$3,348,000***	***$3,373,000***
Police Station Site Analysis		$100,000	$20,000	$80,000						**$80,000**	**$100,000**
Shoreline Pool Repair/Replacement Needs Analysis				$50,000						**$50,000**	**$50,000**
Non-Project Specific											
General Capital Engineering	$404,722	$85,489	$87,812	$59,130						**$59,130**	**$551,664**
General Fund Cost Allocation Charge	$87,295	$25,890	$25,891	$36,520	$10,000					**$46,520**	**$159,706**
Bond Issue Funding to Roads for Trail Connectors				$8,100						**$8,100**	**$8,100**
City Hall Debt Service Payment	$1,142,939	$509,294	$482,619	$580,541	$640,087	$664,346	$664,546	$663,946	$664,547	**$3,878,013**	**$5,503,571**
Transfer to Facilities Major Maint. for City Hall Parking Maint.		$100,000	$100,000								**$100,000**
Projects to be completed in Current Year (2012)											
Civic Center/City Hall	$38,713,912	$790,348	$790,348								**$39,504,260**
Kruckeberg Botanic Garden	$1,413,946	$172,221	$16,823								**$1,430,769**
Police Station Garage and Storage		$60,000	$60,000								**$60,000**
Total Expenditures by Year	**$48,065,078**	**$3,217,398**	**$2,680,284**	**$4,740,750**	**$1,483,417**	**$1,749,346**	**$1,104,546**	**$1,663,946**	**$1,564,547**	**$12,306,552**	**$63,051,914**
Revenues											
General Fund Contribution - Parks Facilities		$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	**$300,000**	**$350,000**
Real Estate Excise Tax (1st Quarter)		$509,294	$482,619	$580,541	$681,237	$701,501	$722,196	$760,916	$778,664	**$4,225,055**	**$4,707,674**
Interest Income		$21,978	$5,000	$3,617	$2,917	$435	$153	$98	$910	**$8,130**	**$13,130**
Soccer Field Rental Contribution				$47,845	$130,000	$130,000	$130,000	$130,000	$130,000	**$697,845**	**$697,845**
King County Voter Approved Trail Funding		$223,000	$113,728	$117,140						**$117,140**	**$230,868**
Treasury Seizure Fund		$160,000	$80,000	$80,000						**$80,000**	**$160,000**
Future Funding									*$700,000*	***$700,000***	***$700,000***
Future Financing				*$2,980,000*	*$368,000*					***$3,348,000***	***$3,348,000***
Private Donations (*)								*$400,000*		***$400,000***	***$400,000***
Conservation Futures Tax Grants (*)								*$400,000*		***$400,000***	***$400,000***
Recreation and Conservation Office Grants (*)						*$375,000*	*$125,000*			***$500,000***	***$500,000***
Future Grants (*)						*$525,000*	*$125,000*			***$650,000***	***$650,000***
Total Revenues by Year		**$ 964,272**	**$ 731,347**	**$ 3,859,143**	**$ 1,232,154**	**$ 1,781,936**	**$ 1,152,349**	**$ 1,741,014**	**$ 1,659,574**	**$ 11,426,170**	**$ 12,157,517**
Beginning Fund Balance		**$3,234,696**	**$3,304,304**	**$1,205,740**	**$324,133**	**$22,870**	**$5,460**	**$3,263**	**$30,331**	**$1,205,740**	
Total Revenues		**$964,272**	**$731,347**	**$3,859,143**	**$1,232,154**	**$1,781,936**	**$1,152,349**	**$1,741,014**	**$1,659,574**	**$11,426,170**	
Amount restricted for future turf replacement		**$149,626**	**$149,627**		**$50,000**	**$50,000**	**$50,000**	**$50,000**	**$50,000**	**$250,000**	
Total Expenditures		**$3,217,398**	**$2,680,284**	**$4,740,750**	**$1,483,417**	**$1,749,346**	**$1,104,546**	**$1,663,946**	**$1,564,547**	**$12,306,552**	
Ending Fund Balance		**$831,944**	**$1,205,740**	**$324,133**	**$22,870**	**$5,460**	**$3,263**	**$30,331**	**$75,358**	**$75,358**	
Impact on Operating Budget				**55,100**	**70,136**	**78,277**	**93,522**	**113,274**	**101,039**		

(*)Future anticipated revenue sources dependant on award and funding availability

GENERAL CAPITAL FUND SUMMARY

Types of Projects

In the General Capital Fund projects are categorized as Facilities Projects and Parks Projects. Funding for these projects is primarily a result of monies from the 2006 Park's Bond issue, one-time General Fund revenues, Real Estate Excise Tax, municipal financing, and grants.

Estimated 2012 Status

The following table summarizes the financial projections of the budgeted and projected expenditures for the General Capital Fund for 2012. More specific information on the individual projects is found on the individual project sheets within the General Capital Fund section of the CIP.

Project	2012 Budget	2012 Projected	2012 Variance	Comments
Expenditures				
Parks Projects				
Sunset School Park Project	$204,990	$54,990	($150,000)	Project completion delayed
Echo Lake Park Improvements	$142,459	$80,000	($62,459)	Project completion delayed
Off Leash Dog Areas	$7,441	$12,441	$5,000	
Park at Town Center	$18,058	$16,545	($1,513)	Master plan completed below estimates
Parks Repair and Replacement	$236,551	$236,551	$0	
Regional Trail Signage	$138,000	$75,000	($63,000)	Project completion delayed
Richmond Beach Saltwater Park Improvements	$21,330	$15,000	($6,330)	Costs for yearly mitigation monitoring decreased over original estimates
Trail Corridors	$592,358	$593,295	$937	
Kruckeberg Botanic Garden	$172,221	$16,823	($155,398)	Project to be completed below cost estimates
Facilities Projects				
Civic Center/City Hall	$790,348	$790,348	$0	
Maintenance Facility	$12,969	$12,969	$0	
Police Station Garage and Storage	$60,000	$60,000	$0	
Police Station Site Analysis	$100,000	$20,000	($80,000)	Analysis will start in 2012 and will be completed in 2013
Non-Project Specific				
General Capital Engineering	$85,489	$87,812	$2,323	
General Fund Cost Allocation Charge	$25,890	$25,891	$1	
City Hall Debt Service Payment	$509,294	$482,619	($26,675)	Reduced as a result of decline in REET. Balance is taken from General Fund
Transfer to Facilities Major Maint. for City Hall Parking Maint.	$100,000	$100,000	$0	
Total Expenditures by Year	**$3,217,398**	**$2,680,284**	**($537,114)**	

Project	2012 Budget	2012 Projected	2012 Variance	Comments
Revenues				
General Fund Contribution - Parks Facilities	$50,000	$50,000	$0	
Real Estate Excise Tax (1st Quarter)	$509,294	$482,619	($26,675)	Revised projection
Interest Income	$21,978	$5,000	($16,978)	Interest projection below etimates
Police Station - Treasury Seizure Fund	$60,000	$60,000	$0	
Police Station Site Analysis - Treasury Seizure Funds	$100,000	$20,000	($80,000)	Analysis will start in 2012 and will be completed in 2013
Richmond Beach Park Improvement-KC Mitigation	$21,330	$15,000	($6,330)	Costs for yearly mitigation monitoring decreased over original estimates
Off-Leash Dog Park-Bond Issue	$7,441	$7,441	$0	
Kruckeberg Gardens-Bond Issue	$172,221	$16,823	($155,398)	Project to be completed below cost estimates
Trail Corridors-Bond Issue	$592,358	$593,295	$937	
KC Trail Levy Projects	$223,000	$113,728	($109,272)	Project schedules revised and Levy funding will be spent in later years
Sunset School Park - King County Mitigation	$204,990	$54,990	($150,000)	Project completion delayed to 2013
Total Revenues by Year	**$1,962,612**	**$1,418,897**	**($543,715)**	
(*) Beginning Fund Balance	**$2,236,356**	**$2,616,755**	**$380,399**	
Total Revenues	**$1,962,612**	**$1,418,897**	**($543,715)**	
Amount restricted for future turf replacement	**$149,627**	**$149,627**	**$0**	
Total Expenditures	**$3,217,398**	**$2,680,284**	**($537,114)**	
Ending Fund Balance	**$831,943**	**$1,205,741**	**$373,798**	

(*) This does not include the amount of the programmed use of bond monies and mitigation monies listed as revenue sources

2013-2018 CIP Summary

The 2013-2018 General Capital CIP totals $12.3 million. There are 15 projects for funding over this period.

Project	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018
Expenditures							
Facilities Projects	$3,110,000	$368,000				$700,000	$4,178,000
Parks Projects	$946,459	$465,330	$1,085,000	$440,000	$1,000,000	$200,000	$4,136,789
Non-Project Specific	$684,291	$650,087	$664,346	$664,546	$663,946	$664,547	$3,991,763
Total Expenditures by Year	**$4,740,750**	**$1,483,417**	**$1,749,346**	**$1,104,546**	**$1,663,946**	**$1,564,547**	**$12,306,552**
Revenues by Year	**$3,859,143**	**$1,232,154**	**$1,781,936**	**$1,152,349**	**$1,741,014**	**$1,659,574**	**$11,426,170**
Beginning Fund Balance	**$1,205,740**	**$324,133**	**$22,870**	**$5,460**	**$3,263**	**$30,331**	**$1,205,740**
Total Revenues	**$3,859,143**	**$1,232,154**	**$1,781,936**	**$1,152,349**	**$1,741,014**	**$1,659,574**	**$11,426,170**
Amount restricted for future turf replacement		**$50,000**	**$50,000**	**$50,000**	**$50,000**	**$50,000**	**$250,000**
Total Expenditures	**$4,740,750**	**$1,483,417**	**$1,749,346**	**$1,104,546**	**$1,663,946**	**$1,564,547**	**$12,306,552**
Ending Fund Balance	**$324,133**	**$22,870**	**$5,460**	**$3,263**	**$30,331**	**$75,358**	**$75,358**
Impact on Operating Budget	**$55,100**	**$70,136**	**$78,277**	**$93,522**	**$113,274**	**$101,039**	

Changes from the 2012-2017 CIP

Changes to Existing Projects

Ballinger Neighborhood Parks Master Planning: The total cost for this project has decreased from $200,000 to $150,000. The timing of the project has not changed and will be funded by future grants.

Echo Lake Park Improvements: The cost and timeline of this project has not changed.

Maintenance Facility (formerly Maintenance Facility Feasibility Study): The cost of this project has increased from $25,000 to $3,373,000 to include the land acquisition and site improvements. The project is scheduled to be completed by 2014 and will be funded by future financing.

Off-Leash Dog Areas: The cost of the project has increased from $150,000 to $160,000 to plan and build an off-leash area in East Shoreline. The project timeline has moved from 2012 to 2013.

Park at Town Center: The total cost for this project has decreased from $1,130,759 to $1,129,245 based on actual costs. The timing of this project has not changed.

Parks Repair and Replacement: The cost of this project has increased from $2,474,531 to $2,635,700. This project now includes funding for 2018.

Police Station Site Analysis: The cost of this project has not changed. The timeline of this project has been moved from 2012 to 2013.

Pym Acquisition: The cost and timeline of this project have not changed.

Regional Trail Signage: The cost and timeline of this project have not changed.

Richmond Beach Saltwater Park Improvements: The cost of the project has not changed. The timeline of the project has been moved from 2012 to 2013.

Sunset School Park Project (formerly Boeing Creek Open Space/Sunset Elementary School Project): The project name has been changed to reflect that the project will fund improvements only at the Sunset Elementary School site. The project cost has not changed. The timeline of this project has been moved from 2012 to 2013.

Trail Corridors: The cost of this project has decreased from $2,890,991 to $2,684,203. The timeline of the project has not changed.

New Projects:

City Hall Generator: This project is for the purchase and installation of a generator for the City Hall building to provide backup power to ensure continued operation of the City services for residents during an emergency situation. The project is scheduled to be completed in 2018 and will be funded by future grants.

Saltwater Park Pedestrian Bridge Repairs: This project will make major repairs to the existing pedestrian bridge over the Burlington Northern Railroad leading to the beach at Richmond Beach Saltwater Park to extend its life cycle based on the assessment and cost estimate of needed repairs conducted in 2011. The project is scheduled to be completed in 2014.

Shoreline Pool Repair/Replacement Needs Analysis: A full assessment of the Shoreline Pool building and its systems are necessary to understand the buildings physical and operational condition. This project will assess the buildings condition; identify any short term and long term deficiencies; provide cost estimates for necessary major repairs; access the end life cycle for the pool; and analyze the costs of repair and when to develop a long-term strategic maintenance and operations plan. This project is scheduled to be completed in 2013.

Policy Issues

Use of Real Estate Excise Tax: A primary revenue source in the General Capital Fund is real estate excise tax (REET). Since 2005 the City has seen a dramatic decrease in the amount of tax collected. Historically, staff estimated that the annual REET baseline collection was $1.3 to $1.5 million per year. When real estate activity increased for example in 2005, the highest year of collections, the City received more than $2.6 million in REET. Staff is currently projecting that collections will remain below baseline projections through 2013. At that time, staff anticipates that both home prices and real estate activity will improve. The City Council authorized the use of up to $750,000 of REET annually towards the debt service costs of City Hall. Actual allocation will be less, averaging $665,000 annually. Based on current REET projections, the annual debt service in the years 2012-2014 will require the use of all the available REET revenue.

Master Plan: This capital improvement plan includes all park and open space projects recommended in the Parks and Open Space Master Plan.

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 Hall	Tenant Improvements	$621,000	$711,000
Significant Projects Beyond 6 year CIP			
Police Station	Acquire, plan, design and construct a new Police Station	$16 million	$20 million
Aquatic Center	Demolish existing pool, construct aquatic center adjacent to Spartan Gym	$20 million	$27 million
Spartan Recreation Center Expansion	Complete at same time as aquatic center – convert north locker rooms into classroom spaces	$1.5 million	$2 million
Saltwater Pedestrian Bridge Replacement	Plan, design and construct a new bridge to Richmond Beach	$2 million	$3 million
Acquire BNSF property along Puget Sound	Purchase shoreline property from BNSF Railroad	$1 million	$2 million

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General Capital Fund

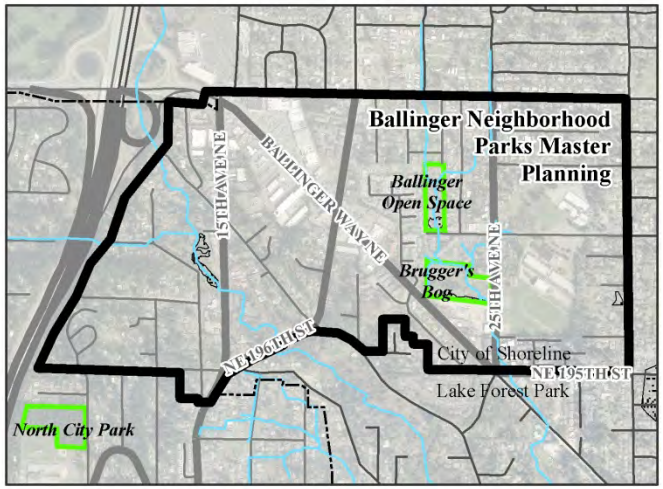
Projects

2013-2018 Capital Improvement Plan

Category	Strategic Objective	Desired Community Condition	Project	Comp Plan Goal	Strategy
Facilities Projects	Quality Services, Facilities and Infrastructure	City Services are delivered effectively and efficiently	Civic Center / City Hall City Hall Generator Maintenance Facility Police Station Garage and Storage Police Station Site Analysis Pool Repair/Replacement Needs Assessment	CF 1	none
Parks Projects	Quality Services, Facilities and Infrastructure	Quality Parks, open space trails and recreational activities are available to all residents	Boeing Creek Park Improvements Kruckeberg Botanic Garden Off Leash Dog Areas	PR 1	Complete 2006 parks bond:acquire properties; complete masterplans; construct improvements
			Richmond Beach Saltwater Park Improvements	PR 3	
			Trail Corridors	PR 5	
			Boeing Creek Open Space and Sunset School Project Echo Lake Park Improvements Regional Trail Signage	PR 5	Conduct strategic planning to design and construct trail improvements
			Ballinger Neighborhood Parks Master Planning	PR 5	Conduct strategic planning to design future park improvements
			Parks Repair and Replacement	PR 2	This project provides minor repair and replacement improvements in parks such as: Americans with Disability Act (ADA) access modifications; playground safety enhancements; replacement of fencing, backstops, park fixtures and equipment; irrigation system upgrades; tennis court resurfacing, etc.
			Parks, Recreation and Open Space Plan Update	PR 31	Update Strategic Plans for future parks and recreational needs
			Park at Town Center Pym Acquisition	PR 1	none
			Saltwater Park Pedestrian Bridge Repairs	T IV	none
Non-Project Specific	Quality Services, Facilities and Infrastructure	none	General Capital Engineering	CF 1	none

Comprehensive Plan Goal	Description
CF 1	To provide adequate public facilities that address past deficiencies and anticipate the needs of growth through acceptable levels of service, prudent use of fiscal resources, and realistic timelines.
PR 1	Enrich the quality of life for all Shoreline residents by ensuring that a broad range of high quality parks, recreation and cultural opportunities are readily available, by preserving open spaces and maintaining a quality parks and recreation system.
PR 2	Monitor and evaluate maintenance of parks and recreational facilities with joint-use agreements, and develop measurable standards for enhancing maintenance efficiency and effectiveness.
PR 3	Seek increased opportunities for Shoreline citizens to enjoy parks, recreation, and cultural resources, through improving accessibility and usability of existing facilities and pursue opportunities and partnerships for new indoor and outdoor facilities for year-round programming.
PR 5	Coordinate park planning and land acquisitions with those of other agencies providing similar services and with City plans for streets, utilities and development in order to maximize the benefits from public lands for parks and programs.
PR 31	Monitor, evaluate and adjust recreation and cultural offerings on a routine basis to correspond with needs assessment findings and respond to changes in citizen needs and desires.
T IV	Provide a pedestrian system that is safe, connects to destinations, accesses transit, and is accessible by all.

BALLINGER NEIGHBORHOOD PARKS MASTER PLANNING



Project Description:

A project to plan for future improvements to three Ballinger neighborhood sites: a future park at the Aldercrest Annex property, Brugger's Bog Park and Ballinger Open Space. The visioning process would begin only after the Shoreline School District sells the Aldercrest Annex property to a future developer. The visioning process and any future site improvements would be funded through grants.

Service Impact: Provide more neighborhood level park upgrades in the Ballinger neighborhood to better meet the target level of service for Neighborhood Parks.

Orgkey: NEW J.L.# NEW Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration						*$150,000*				*$150,000*	*$150,000*
Real Estate Acquisition											
Construction											
Total Project Expenditures						***$150,000***				***$150,000***	***$150,000***
Revenue Sources:											
General Capital Fund											
Future Grants						*$150,000*				*$150,000*	*$150,000*
Total Project Revenues						***$150,000***				***$150,000***	***$150,000***
Impact on Operating Budget											

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration					Q1 Q2 Q3 Q4			
Real Estate Acquisition								
Construction								

CITY HALL GENERATOR

Project Description:

This project is for the purchase and installation of a diesel generator (1000KW) and transfer switch for the Shoreline City Hall building to provide backup power to ensure the continued operation of City services for residents. The generator would also improve safety conditions especially during an emergency situation. It would entail purchasing a new generator and installing the generator on site in the lower level of the parking garage. A protection fence with gate will also be included to prohibit vandalism to the generator.

Service Impact:

This project provides a fully operational City Hall during an emergency situation allowing to provide critical services.

Orgkey: NEW J.L.# NEW Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration											
Real Estate Acquisition											
Construction									*$700,000*	*$700,000*	$700,000
Total Project Expenditures									***$700,000***	***$700,000***	**$700,000**
Revenue Sources:											
General Capital Fund											
Future Funding									*$700,000*	*$700,000*	*$700,000*
Total Project Revenues									**$700,000**	**$700,000**	**$700,000**
Impact on Operating Budget											

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration								
Real Estate Acquisition								
Construction								Q1 Q2

ECHO LAKE PARK IMPROVEMENTS

Project Description:

A project funded by the 6-year King County voter approved trail levy, this project will create a master site plan and implement trailhead improvements at Echo Lake Park in the northern section of the Interurban Trail through Shoreline.

Service Impact:

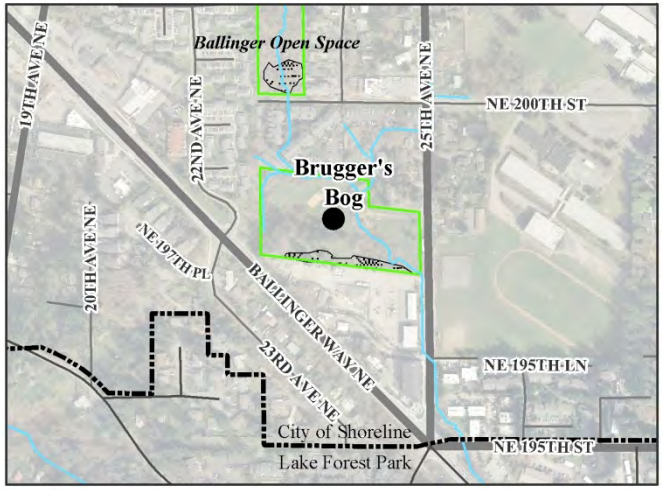
Provide improvements along the Interurban Trail – a regional trail link through Shoreline.

Orgkey: 2820293 J.L.# GN257938 Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration	$17,541	30,000	15,000	19,459						19,459	$52,000
Real Estate Acquisition		50,000	65,000								$65,000
Construction		62,459		230,000						230,000	$230,000
Total Project Expenditures	**$17,541**	**$142,459**	**$80,000**	**$249,459**						**$249,459**	**$347,000**
Revenue Sources:											
KC Trail Levy Voter Approved Trail Funding **(*)**	$17,541	$142,459	$80,000	$249,459						249,459	$347,000
Total Project Revenues	**$17,541**	**$142,459**	**$80,000**	**$249,459**						**$249,459**	**$347,000**
Impact on Operating Budget					**$ 15,000**	**$ 15,000**	**$ 15,000**	**$ 15,000**	**$ 15,000**		

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration		Q1 Q2 Q3 Q4	Q1 Q2 Q3					
Real Estate Acquisition		Q1 Q2 Q3 Q4						
Construction			Q4					

(*) Part of this revenue source is included within the beginning fund balance shown in the fund summary sheet because revenues have already been received

MAINTENANCE FACILITY



Project Description:

The City's Public Works Department has significantly grown both in the number of staff and equipment since incorporation. The Hamlin Park Facility has serious limitations in space capacity for staff, materials, and rolling stock. King County has recently announced a planned closure of the King County Brugger's Bog Maintenance Facility. This site may be an ideal site for a possible location of the City's Public Works Maintenance Facility. King County has indicated a strong interest in working with the City towards a possible property acquisition. Brugger's Bog is an existing permitted maintenance facility shop, which means that transitioning a public works maintenance facility onto this site may significantly be advantageous to the City relative to cost impacts. With the surplusing of the King County Maintenance shop in Shoreline, the City has an opportunity to conduct a full site analysis to address long-term space needs for the Public Works Department relative to the Maintenance Division and the Surface Water Utility Division and future Utilities such as Water and Sewer.

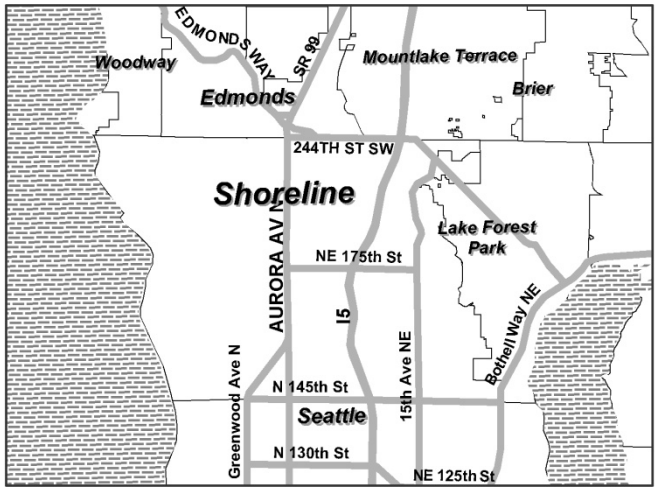
Service Impact:

This location for a maintenance facility will allow our Public Works crews to respond quickly to requests for services. This location is ideal due to the close proximity to the freeway and other major arterials in the City. A facility that accommodates and provides for growth and the space needs of the employees would allow crews to respond to customer requests more efficiently.

Orgkey: 2819299 JL.# GN258500 Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration	$12,031	$12,969	$12,969	*$100,000*						*$100,000*	*$125,000*
Real Estate Acquisition				*$2,880,000*						*$2,880,000*	*$2,880,000*
Construction					*$368,000*					*$368,000*	*$368,000*
Total Project Expenditures	**$12,031**	**$12,969**	**$12,969**	***$2,980,000***	***$368,000***					***$3,348,000***	***$3,373,000***
Revenue Sources:											
Future Financing				*$2,980,000*	*$368,000*					*$3,348,000*	*$3,348,000*
General Capital Fund	$12,031	$12,969	$12,969								$25,000
Total Project Revenues	**$12,031**	**$12,969**	**$12,969**	***$2,980,000***	***$368,000***					***$3,348,000***	***$3,373,000***
Impact on Operating Budget						**$ 8,100**	**$ 8,303**	**$ 8,510**	**$ 8,723**		

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration		Q1 Q2 Q3 Q4	Q3 Q4					
Real Estate Acquisition			Q1 Q2					
Construction				Q1 Q2 Q3 Q4				

OFF LEASH DOG AREAS



Project Description: This project has identified a system-wide approach for providing off-leash dog areas in Shoreline. City Council approved two sites for permanent use in March 2010 after one year of monitoring. Shoreview Park, a traditional year round site, and Richmond Beach Saltwater Park, a seasonal use site from November – March, are both located west of Aurora Avenue.

To expand the system of sites, a planning process began in 2012 to identify a pilot site for off-leash use in east Shoreline. If a suitable site is approved, this project would fund construction of needed improvements to the site for an off-leash area.

Service Impact:

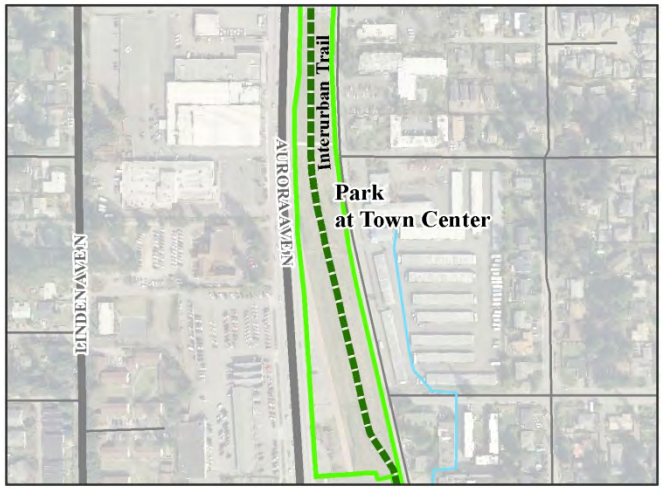
Increase level of service to meet the need for off-leash areas within Shoreline.

Orgkey: 2820238 J.L.# GN252237 Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration	$104,899	$6,000	$6,000								$110,899
Real Estate Acquisition											
Construction	$37,660	$1,441	$6,441	$5,000							$49,101
Total Project Expenditures	**$142,559**	**$7,441**	**$12,441**	**$5,000**							**$160,000**
Revenue Sources:											
Bond Issue **(*)**	$142,559	$7,441	$7,441								$150,000
General Capital Fund			$5,000	$5,000							$10,000
Total Project Revenues	**$142,559**	**$7,441**	**$12,441**	**$5,000**							**$160,000**
Impact on Operating Budget											

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration		Q1 Q2 Q3 Q4	Q1 Q2					
Real Estate Acquisition								
Construction		Q3	Q3					

(*) This revenue source is included within the beginning fund balance shown in the fund summary sheet because revenues have already been received

PARK AT TOWN CENTER



Project Description:

This project will design and construct the first phase improvements for a public park in the area between N. 178th St. and North 185th St. and bounded by Aurora Avenue North and Midvale Avenue North adjacent to the new civic center. The master plan for the Park at Town Center was adopted by City Council in January 2012. A tree planting project in the Phase I project area is scheduled to begin in the fall of 2012. The City will seek future grants for additional Phase I park construction.

Service Impact:

Provide a public gathering place along the Interurban Trail with possible historical interpretive elements in the heart of the City's center where substantial commercial development and transit connections exist now and into the future.

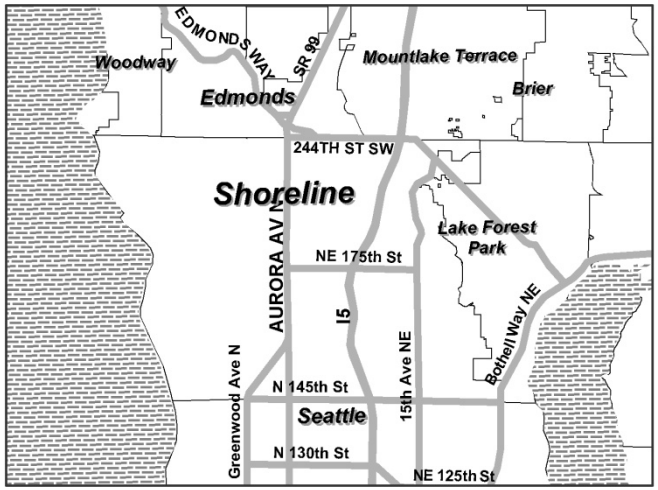
Orgkey: 2820234 J.L.# GN251800 Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration	$112,700	$8,058	$6,545			$200,000	$50,000			$250,000	$369,245
Real Estate Acquisition											
Construction		$10,000	$10,000			$550,000	$200,000			$750,000	$760,000
Total Project Expenditures	**$112,700**	**$18,058**	**$16,545**			**$750,000**	**$250,000**			**$1,000,000**	**$1,129,245**
Revenue Sources:											
Recreation & Conservation Office						*$375,000*	*$125,000*			*$500,000*	*$500,000*
Future Grants						*$375,000*	*$125,000*			*$500,000*	*$500,000*
KC Trail Levy voters approved **(*)**	$112,700	$18,058	$16,545								$129,245
Total Project Revenues	**$112,700**	**$18,058**	**$16,545**			**$750,000**	**$250,000**			**$1,000,000**	**$1,129,245**
Impact on Operating Budget							**$ 15,000**	**$ 22,000**	**$ 22,000**		

The operation and maintenance impact to the operating budget cannot be accurately determined until this project is fully defined.

Project Time Line:		**2012**	**2013**	**2014**	**2015**	**2016**	**2017**	**2018**
Project Administration		Q2 Q3			Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4		
Real Estate Acquisition								
Construction		Q4			Q3 Q4	Q1 Q2		

(*) This revenue source is included within the beginning fund balance shown in the fund summary sheet because revenues have already been received

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; irrigation system upgrades; tennis court resurfacing, etc. For example, in 2012, play equipment was replaced at Paramount School Park and the water main line was replaced at Richmond Beach Saltwater Park.

2013-2018 Goals:

- Repair and replace assets as necessary
- Create minor repair/replacement improvements to at least one selected park.

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.

Orgkey: 2820122 J.L.# GN106800 Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration	$174,621	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$300,000	$524,621
Real Estate Acquisition	$56,189										$56,189
Construction	$1,033,339	$186,551	$186,551	$140,000	$140,000	$130,000	$140,000	$150,000	$150,000	$850,000	$2,069,890
Total Project Expenditures	**$1,264,149**	**$236,551**	**$236,551**	**$190,000**	**$190,000**	**$180,000**	**$190,000**	**$200,000**	**$200,000**	**$1,150,000**	**$2,650,700**
Revenue Sources:											
General Fund Contribution	$250,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$300,000	$600,000
Other Agency Participation (Library Mitigation)	$10,414										$10,414
General Capital Fund	$1,003,735	$186,551	$186,551	$140,000	$140,000	$130,000	$140,000	$150,000	$150,000	$850,000	$2,040,286
Total Project Revenues	**$1,264,149**	**$236,551**	**$236,551**	**$190,000**	**$190,000**	**$180,000**	**$190,000**	**$200,000**	**$200,000**	**$1,150,000**	**$2,650,700**
Impact on Operating Budget											

This project is responsible for providing operation and maintenance support for park facilities.

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration		Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4
Real Estate Acquisition								
Construction		Q3 Q4	Q 3 Q4	Q3 Q4	Q3 Q4	Q3 Q4	Q 3 Q4	Q 3 Q4

POLICE STATION SITE ANALYSIS

Project Description:

The City of Shoreline's Police station, currently located at 1206 N 185 Street, was purchased shortly after the City of Shoreline's incorporation in August 1995. The building is approximately 5,481 sq. ft. with a total lot size of 30,451 sq. ft. The building is of stick frame construction, built in 1956. The current building configuration supports a total of 51.5 FTEs including non-commissioned staff. The building has reached the end of its life cycle and does not have adequate space to meet its current space needs or any future growth needs. An analysis of the current site is being recommended to determine the efficiency of the existing facility as well as to assess the cost implications of a new facility at the current location or other possible sites located elsewhere in the city that may be better suited for a police station.

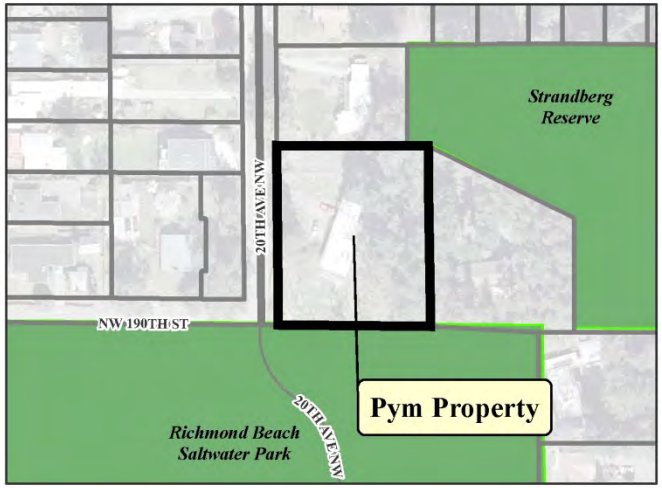
Service Impact:

This project will identify and recommend a site for a new police facility that will meet and support the space and growth needs of its police force. This site will also be a location that will assist the Police Department in providing accessible and efficient services to the public.

Orgkey: 2819298 J.L.# GN258440 Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration		$100,000	$20,000	$80,000						$80,000	$100,000
Real Estate Acquisition											
Construction											
Total Project Expenditures		**$100,000**	**$20,000**	**$80,000**						**$80,000**	**$100,000**
Revenue Sources:											
General Capital Fund											
Treasury Seizure Fund		$100,000	$20,000	$80,000						$80,000	$100,000
Total Project Revenues		**$100,000**	**$20,000**	**$80,000**						**$80,000**	**$100,000**
Impact on Operating Budget											

Project Time Line:	2012	2013	2014	2015	2016	2017	2018
Project Administration	Q3 Q4	Q1 Q2 Q3 Q4					
Real Estate Acquisition							
Construction							

PYM ACQUISITION



Project Description:

This project will acquire the property located at 19012 20th Avenue NW in Shoreline. This property is contiguous with Richmond Beach Saltwater Park's north eastern boundary. This acquisition will increase the overall park acreage and provide pedestrian trail connections from Richmond Beach Saltwater Park to the Strandberg Preserve open space.

Service Impact:

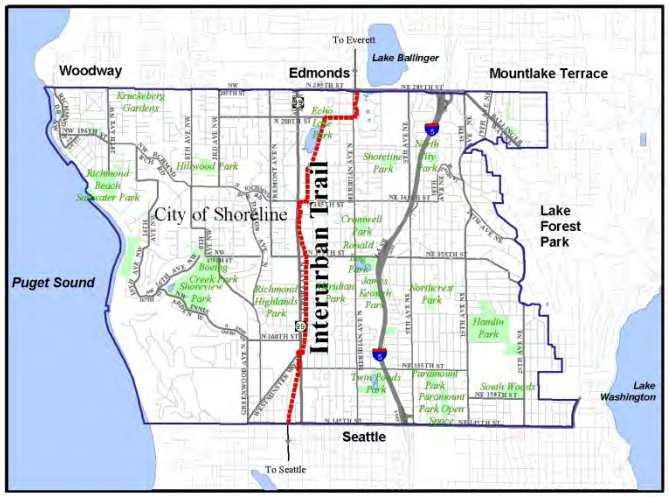
Preserve and protect open space adjacent to Richmond Beach Saltwater Park and provide pedestrian connections to public open spaces.

Orgkey: NEW J.L.# NEW Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration											
Real Estate Acquisition								*$800,000*		*$800,000*	*$800,000*
Construction											
Total Project Expenditures								**$800,000**		**$800,000**	**$800,000**
Revenue Sources:											
Conservation Futures Tax Grant								*$400,000*		*$400,000*	*$400,000*
Private Donations								*$400,000*		*$400,000*	*$400,000*
Total Project Revenues								**$800,000**		**$800,000**	**$800,000**
Impact on Operating Budget								**$ 12,500**			

The operation and maintenance impact to the operating budget cannot be determined until this project is fully defined.

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration								
Real Estate Acquisition							Q1 Q2 Q3 Q4	
Construction								

REGIONAL TRAIL SIGNAGE



Project Description:

A project funded by the 6-year King County voter approved trail levy, this project will create trail signage to the Interurban Trail and to other local and regional trail linkages.

Service Impact:

Provide better signage to and from local and regional trails.

Orgkey: 2820294 J.L.# GN258038 Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration		25,000	25,000								$25,000
Real Estate Acquisition											
Construction		113,000	50,000	100,000						100,000	$150,000
Total Project Expenditures		**$138,000**	**$75,000**	**$100,000**						**$100,000**	**$175,000**
Revenue Sources:											
KC Trail Levy Voter Approved Trail Funding **(*)**		$138,000	$75,000	$100,000						100,000	$175,000
Total Project Revenues		**$138,000**	**$75,000**	**$100,000**						**$100,000**	**$175,000**
Impact on Operating Budget				**$ 2,000**	**$ 2,000**	**$ 2,000**	**$ 2,000**	**$ 2,000**	**$ 2,000**		

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration		Q1 Q2						
Real Estate Acquisition								
Construction		Q3 Q4	Q1					

(*) Some part of this revenue source is included within the beginning fund balance shown in the fund summary sheet because revenues have already been received

RICHMOND BEACH SALTWATER PARK IMPROVEMENTS

Project Description:

This project constructed improvements identified in the park master plan. Improvements completed in 2009 included an improved configuration of the entry road-curb, gutter, sidewalk; new drainage and erosion control measures; newly expanded parking; improved picnic areas and gathering spaces, trail improvements and landscape upgrades; a program for natural area enhancements; and directional and interpretive signage. New lights were added along the park entry drive in 2010. Work continues in 2012-2014 for the wetland mitigation monitoring requirements and native vegetation management of steep slopes.

Service Impact:

This project improves the environmental quality of the park and increases the usability of the park.

Orgkey: 2820233 J.L.# GN251737 Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration	$530,621	$21,330	$15,000	$15,000	$10,330					$25,330	$570,951
Real Estate Acquisition											
Construction	$2,348,161										$2,348,161
Total Project Expenditures	**$2,878,782**	**$21,330**	**$15,000**	**$15,000**	**$10,330**					**$25,330**	**$2,919,112**
Revenue Sources:											
Bond Issue **(*)**	$2,506,855										$2,506,855
Private Donations	$24,000										$24,000
Recreation & Conservation Office	$300,057										$300,057
KC Hidden Lake Mitigation **(*)**	$20,412	$21,330	$15,000	$15,000	$10,330					$25,330	$60,742
KC Easement	$27,458										$27,458
Total Project Revenues	**$2,878,782**	**$21,330**	**$15,000**	**$15,000**	**$10,330**					**$25,330**	**$2,919,112**
Impact on Operating Budget				**$ 6,500**	**$ 6,500**	**$ 6,500**	**$ 6,500**	**$ 6,500**	**$ 6,500**		

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration		Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4				
Real Estate Acquisition								
Construction								

(*) This revenue source is included within the beginning fund balance shown in the fund summary sheet because revenues have already been received

SALTWATER PARK PEDESTRIAN BRIDGE REPAIRS

Project Description:

This project will make repairs to the existing pedestrian bridge over the Burlington Northern Railroad leading to the beach at Richmond Beach Saltwater Park to extend its life cycle from 5-10 years to 20+ years. Repairs primarily include replacement of the bridge deck and railings which are deteriorating and minor repairs to the substructure. An assessment and cost estimate of needed repairs was conducted in 2011. Prior to beginning the design of the repair project, grant opportunities will be fully evaluated to determine viability of funding a replacement in-lieu of the repairs. A full replacement was estimated at approximately $3 million in the Parks Recreation and Open Space Plan adopted in 2011.

Service Impact:

The project will reduce the frequency of inspections and increase the life span of the bridge. The maintenance is necessary to maintain a safe bridge and allow the bridge to continue to be used by vehicles for maintenance and/or emergencies.

Orgkey: 2820174 J.L.#GN107100 Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration	$5,584			$25,000	$25,000					$50,000	$55,584
Real Estate Acquisition											
Construction					$250,000					$250,000	$250,000
Total Project Expenditures	**$5,584**			**$25,000**	**$275,000**					**$300,000**	**$305,584**
Revenue Sources:											
General Capital Fund	$5,584			$25,000	$275,000					$300,000	$305,584
Total Project Revenues	**$5,584**			**$25,000**	**$275,000**					**$300,000**	**$305,584**
Impact on Operating Budget											

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration			Q3 Q4					
Real Estate Acquisition								
Construction				Q4				

SHORELINE POOL REPAIR/REPLACEMENT NEEDS ANALYSIS

Project Description: The current Shoreline Pool was constructed in 1971 as part of the King County Forward Thrust Bond Issue. The cost to maintain and operate the pool continues to rise. A full assessment of the building and its systems are necessary to understand the buildings physical and operational condition. This project will assess the buildings condition; identify any short term and long term deficiencies; provide cost estimates for necessary major repairs; access the end life cycle for the pool; and analyze the costs of repair and when to develop a long-term strategic maintenance and operations plan.

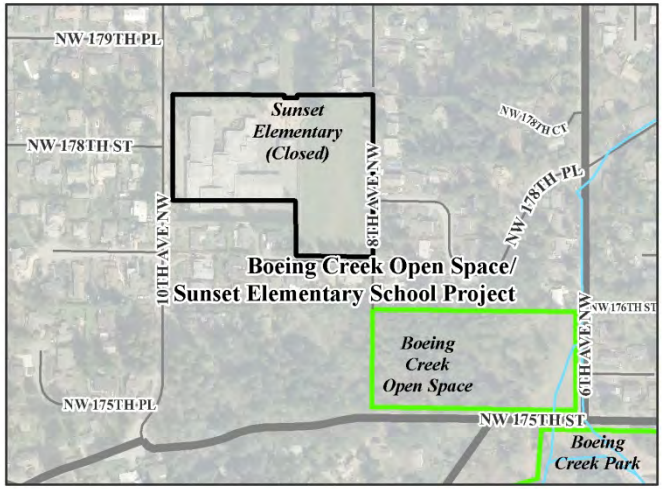
Service Impact:

The project will preserve the City's investment in the Shoreline Pool by performing a full assessment of the building and its systems.

Orgkey: NEW J.L.# NEW Phase	Prior Years' Expenditures	2012 Budget	2012 Estimate	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration				$50,000						$50,000	$50,000
Real Estate Acquisition											
Construction											
Total Project Expenditures				**$50,000**						**$50,000**	**$50,000**
Revenue Sources:											
General Capital Fund				$50,000						$50,000	$50,000
Total Project Revenues				**$50,000**						**$50,000**	**$50,000**
Impact on Operating Budget											

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration			Q1 Q2 Q3 Q4					
Real Estate Acquisition								
Construction								

SUNSET SCHOOL PARK PROJECT



Project Description:

This project will help fund park improvements identified in the 2010 community visioning master plan for the closed Sunset Elementary School site. The master site plan identifies the following improvements: an open lawn area, community garden, pathways and trails, new play equipment, parking and drop off area, restroom, entry gateway features, signage, grading, landscaping and irrigation. An agreement with the Shoreline School District is being developed that would allow the City of Shoreline to make improvements and maintain this site as a new park. This funding will help convert this school site into a park by constructing necessary improvements that create a more park-like setting.

Service Impact:

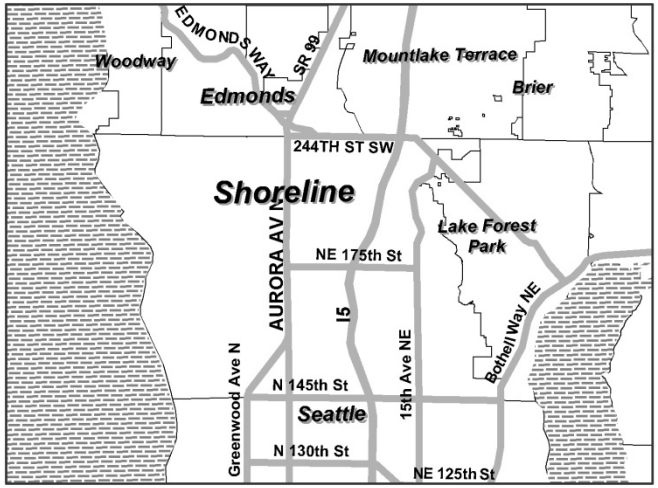
Project will create a new park at the Sunset Elementary School site that will maximize the benefits from public lands.

Orgkey: 2820292 J.L.# GN257897 Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration	$10	$20,000	$29,990	$25,000							$55,000
Real Estate Acquisition											
Construction		$184,990	$25,000	$125,000							$150,000
Total Project Expenditures	**$10**	**$204,990**	**$54,990**	**$150,000**							**$205,000**
Revenue Sources:											
General Capital Fund											
King County Mitigation **(*)**	$10	$204,990	$54,990	$150,000							$205,000
Easement											
Recreation & Conservation Office											
Total Project Revenues	**$10**	**$204,990**	**$54,990**	**$150,000**							**$205,000**
Impact on Operating Budget				**$ 18,000**	**$ 18,000**	**$ 18,000**	**$ 18,000**	**$ 18,000**	**$ 18,000**		

Project Time Line:		**2012**	**2013**	**2014**	**2015**	**2016**	**2017**	**2018**
Project Administration		Q2 Q3 Q4						
Real Estate Acquisition								
Construction		Q3 Q4	Q3 Q4					

(*) This revenue source is included within the beginning fund balance shown in the fund summary sheet because revenues have already been received

TRAIL CORRIDORS



Project Description:

This project identifies and constructs trail corridors throughout the city for connectivity and recreation purposes. Trails within Shoreline's wooded parks will be restored and improved. Trail connectors on streets will be created. Improvements were determined through an active public process. Soft surface trail improvements were made in Hamlin, Boeing Creek, Shoreview, South Woods and Innis Arden Reserve M Parks. A hard surface trail connector was created at 195th Street NE between 1st Avenue NE and Meridian Avenue North in 2010. A hard surface trail connector through Hamlin Park from 15th – 25th Avenue NE was constructed in 2011.

Future improvements include sidewalk and entry improvements at Kruckeberg Botanic Garden in 2012, the Interurban Trail to Burke-Gilman Trail connectors and trail signage in 2013 and continued trail maintenance improvements in both 2012 and 2013.

Service Impact:

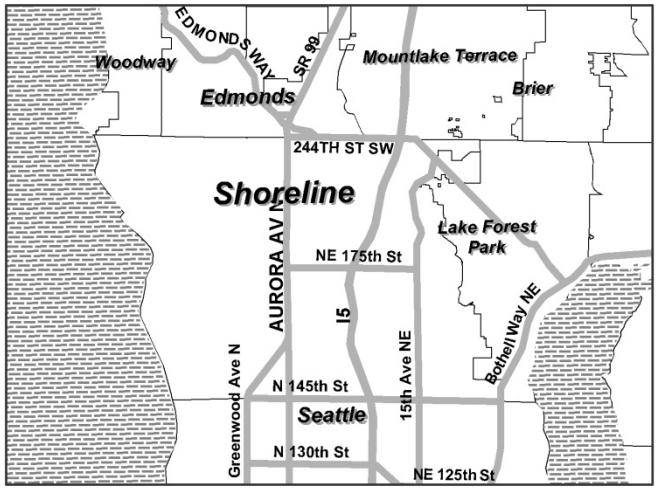
Improve access and safety for walkers, hikers and cyclists in parks and connections to other trails.

Orgkey: 2820240 J.L.# Multiple Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration	$745,485	$90,000	$94,685	$86,000						$86,000	$926,170
Real Estate Acquisition											
Construction	$1,123,423	$502,358	$498,610	$136,000						$136,000	$1,758,033
Total Project Expenditures	**$1,868,908**	**$592,358**	**$593,295**	**$222,000**						**$222,000**	**$2,684,203**
Revenue Sources:											
Recreation & Conservation Office	$177,320										$177,320
Grants from Private Sources	$6,600										$6,600
Miscellaneous	$283										$283
Bond Issue **(*)**	$1,684,705	$592,358	$593,295	$222,000						$222,000	$2,500,000
Total Project Revenues	**$1,868,908**	**$592,358**	**$593,295**	**$222,000**						**$222,000**	**$2,684,203**
Impact on Operating Budget											

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration		Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4					
Real Estate Acquisition								
Construction		Q2 Q3	Q2 Q3					

(*) This revenue source is included within the beginning fund balance shown in the fund summary sheet because revenues have already been received

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.

Orgkey: 2713065 JL.# n/a Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration	$404,722	$85,489	$87,812	$59,130						$59,130	$551,664
Real Estate Acquisition											
Construction											
Total Project Expenditures	**$404,722**	**$85,489**	**$87,812**	**$59,130**						**$59,130**	**$551,664**
Revenue Sources:											
General Capital Fund	$404,722	$85,489	$87,812	$59,130						$59,130	$551,664
Total Project Revenues	**$404,722**	**$85,489**	**$87,812**	**$59,130**						**$59,130**	**$551,664**
Impact on Operating Budget											

This project is used to support other projects in the Capital Improvement Program.

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration		Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4					
Real Estate Acquisition								
Construction								

CITY OF SHORELINE

Projects to be completed in current year

(2012)

CIVIC CENTER / CITY HALL

Project Description:

The new Civic Center/City Hall was completed in 2009 with the parking structure completed in 2010. The building achieved a LEED Gold designation. The City plans to lease out the 3rd floor of the building and has been in the process of marketing the lease space.

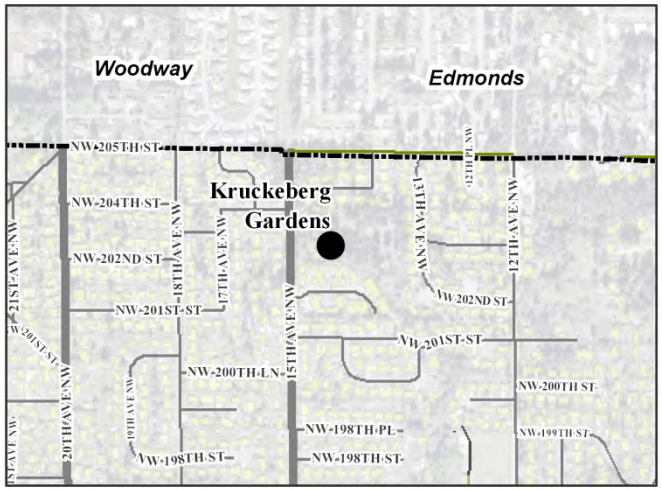
Service Impact:

This project provides a Civic Center complex to meet the needs of the community as a center for public services and essential functions.

Orgkey: 2819148 J.L.# GN107900 Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration	$1,460,368										$1,460,368
Real Estate Acquisition	$5,772,342										$5,772,342
Construction	$31,481,202	$790,348	$790,348								$32,271,550
Total Project Expenditures	**$38,713,912**	**$790,348**	**$790,348**								**$39,504,260**
Revenue Sources:											
General Capital Fund	$15,069,862	$790,348	$790,348								$15,860,210
General Fund Contribution - Annex Lease Savings	$150,000										$150,000
General Fund Contribution - Annex Lease Revenue	$88,000										$88,000
Surface Water Utility Contribution	$300,000										$300,000
Seattle City Light Grant	$124,675										$124,675
King Conservation District Grant	$194,460										$194,460
King County Green Building Grant - Recovery	$20,000										$20,000
Energy Efficiency and Conservation Block Grant	$386,732										$386,732
Cable Education and Government Access (EG) Fee	$9,284										$9,284
Municipal Financing **(*)**	$22,145,000										$22,145,000
Premiums on Bond Proceeds	$225,899										$225,899
Total Project Revenues	**$38,713,912**	**$790,348**	**$790,348**								**$39,504,260**
Impact on Operating Budget											

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration								
Real Estate Acquisition								
Construction		Q1 Q2 Q3 Q4						

KRUCKEBERG BOTANIC GARDEN



Project Description:

In 2008, this project purchased this four-acre site which is home to a collection of rare and native plants protected by a conservation easement. The City has an agreement with the non-profit Kruckeberg Botanic Garden Foundation to maintain and operate the garden. A master plan was completed in 2010. The building received renovations in 2011. Construction for sidewalk, entry pathways and on-site parking will be completed in 2012.

Service Impact:

Preserve a four acre botanical garden/arboretum for the community with minor site improvements.

Orgkey: 2820237 J.L.# GN252137 Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration	$425,530	20,000									$425,530
Real Estate Acquisition	$917,472										$917,472
Construction	$70,944	152,221	16,823							$16,823	$87,767
Total Project Expenditures	**$1,413,946**	**$172,221**	**$16,823**							**$16,823**	**$1,430,769**
Revenue Sources:											
Conservation Futures Tax Grant	$452,236										$452,236
Brightwater Mitigation Funding (*)	$30,501										$30,501
State of Washington Local Community Project	$148,125										$148,125
Bond Issue **(*)**	$783,084	$172,221	$16,823							$16,823	$799,907
Total Project Revenues	**$1,413,946**	**$172,221**	**$16,823**							**$16,823**	**$1,430,769**
Impact on Operating Budget				**$ 27,000**	**$ 27,000**	**$ 27,000**	**$ 27,000**	**$ 27,000**	**$ 27,000**		

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration								
Real Estate Acquisition								
Construction		Q3 Q4						

(*) This revenue source is included within the beginning fund balance shown in the fund summary sheet because revenues have already been received

POLICE STATION GARAGE AND STORAGE

Project Description:

This project is to construct a 20' x 40' garage with storage at the Shoreline Police Station.

Service Impact:

This project will preserve the City's investment in the Police Station facility by adding a garage and storage space, thus expanding the functionality of the facility.

Orgkey: 2819296 J.L.# GN258200 Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration											
Real Estate Acquisition											
Construction		$60,000	$60,000								$60,000
Total Project Expenditures		**$60,000**	**$60,000**								**$60,000**
Revenue Sources:											
General Capital Fund											
Treasury Seizure Fund		$60,000	$60,000								$60,000
Total Project Revenues		**$60,000**	**$60,000**								**$60,000**
Impact on Operating Budget			**$ 400**	**$ 1,600**	**$ 1,636**	**$ 1,677**	**$ 1,719**	**$ 1,764**	**$ 1,816**		

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration								
Real Estate Acquisition								
Construction		Q3 Q4						

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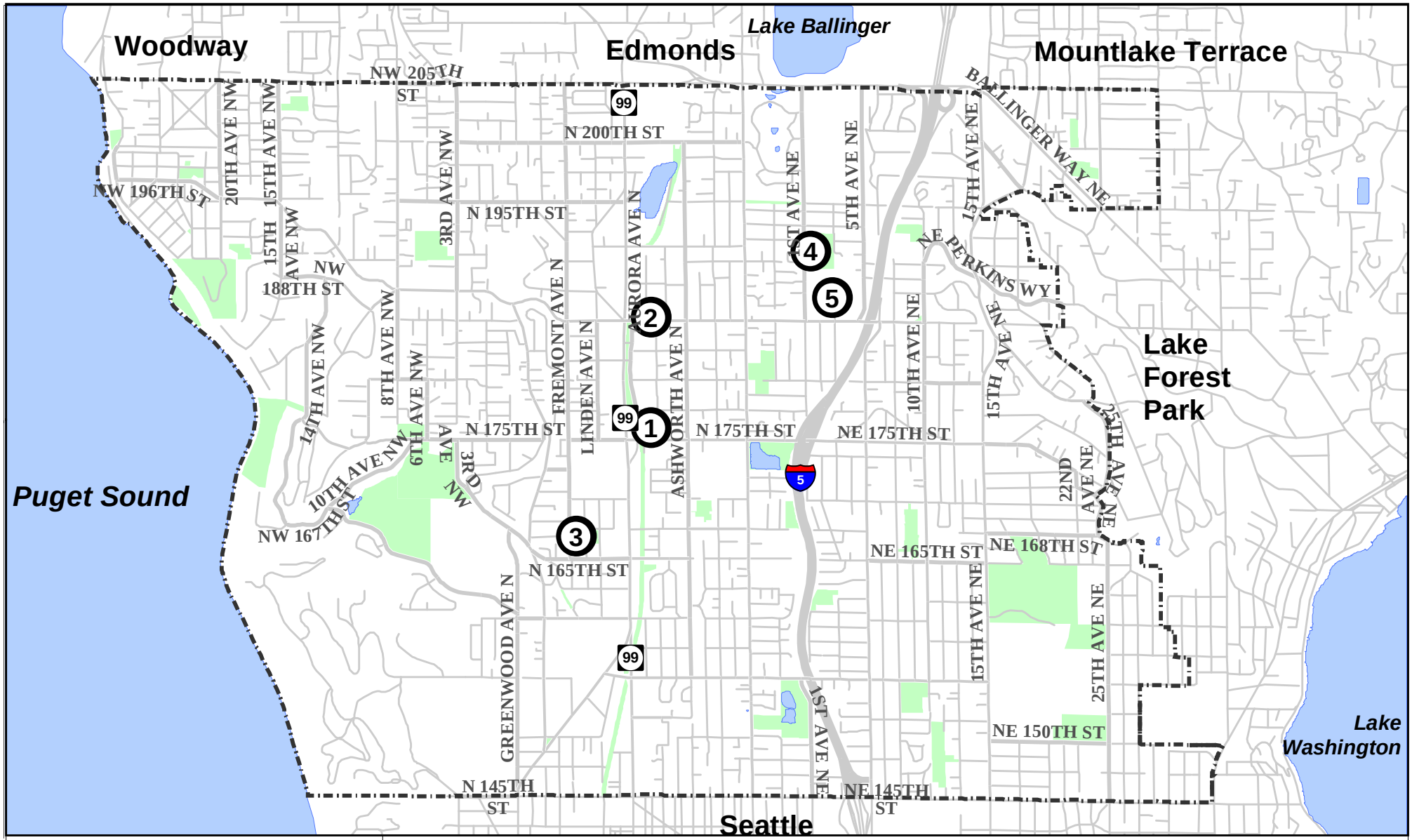
FACILITIES – MAJOR MAINTENANCE FUND

FACILITIES – MAJOR MAINTENANCE FUND SUMMARY



City of Shoreline

2012-2018 Facilities
Capital Improvement Plan

N W E S

0 550 1,100 2,200 3,300 4,400 Feet

Date: 7/20/2012

Park

1: City Hall Parking Garage
Long Term Maintenance

2: Police Station
Long-Term Maintenance

3: Richmond Highlands Community Center
Long-Term Maintenance

4: Shoreline Pool
Long-Term Maintenance

5: Spartan Recreation Center

City of Shoreline 2013 - 2018 Capital Improvement Plan
Program Summary
City Facility-Major Maintenance Fund

Project	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Expenditures											
General Facilities											
Police Station Long-Term Maintenance	$123,726	$17,000	$17,000	$25,000		$20,000				$45,000	$185,726
City Hall Parking Garage Long-Term Maintenance						$100,000	$20,160			$120,160	$120,160
Parks Facilities											
Pool Long-Term Maintenance	$124,546	$23,000		$33,000	$96,000	$140,000		$20,000		$289,000	$413,546
Richmond Highlands Community Center Long-Term Maintenance	$189,663			$50,000		$25,000		$50,000		$125,000	$314,663
Spartan Recreation Center		$20,000		$15,000						$15,000	$15,000
Total Expenditures by Year	**$437,935**	**$60,000**	**$17,000**	**$123,000**	**$96,000**	**$285,000**	**$20,160**	**$70,000**		**$594,160**	**$1,049,095**
Revenues											
Operating Transfer - General Fund		$64,032	$64,032	$74,032	$74,032	$74,032	$74,032	$74,032	$74,032	$444,192	$508,224
Operating Transfer - General Capital Fund		$100,000	$100,000								$100,000
Interest Income		$825	$200	$834	$2,068	$3,987	$80	$1,704	$1,876	$10,548	$10,748
Total Revenues by Year		**$ 164,857**	**$ 164,232**	**$ 74,866**	**$ 76,100**	**$ 78,019**	**$ 74,112**	**$ 75,736**	**$ 75,908**	**$ 454,740**	**$ 618,972**
Beginning Fund Balance		**$124,917**	**$130,632**	**$277,864**	**$229,730**	**$209,829**	**$2,848**	**$56,800**	**$62,536**	**$277,864**	
Total Revenues		**$164,857**	**$164,232**	**$74,866**	**$76,100**	**$78,019**	**$74,112**	**$75,736**	**$75,908**	**$454,740**	
Total Expenditures		**$60,000**	**$17,000**	**$123,000**	**$96,000**	**$285,000**	**$20,160**	**$70,000**		**$594,160**	
Ending Fund Balance		**$229,774**	**$277,864**	**$229,730**	**$209,829**	**$2,848**	**$56,800**	**$62,536**	**$138,444**	**$138,444**	
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.

Estimated 2012 Status

The following table summarizes the financial projections of the budgeted and projected expenditures for major repairs and maintenance for 2012. More specific information on the individual projects can be found on the individual project sheets within the City Facilities-Major Maintenance section of the CIP.

Project	2012 Budget	2012 Projected	2012 Variance	Comments
Expenditures				
General Facilities				
Police Station Long-Term Maintenance	$17,000	$17,000	$0	
Parks Facilities				
Pool Long-Term Maintenance	$23,000	$0	($23,000)	Work will be done after Pool Assessment is completed
Spartan Recreation Center	$20,000	$0	($20,000)	Project eliminated
Total Expenditures by Year	**$60,000**	**$17,000**	**($23,000)**	
Revenues				
Operating Transfer - General Fund	$64,032	$64,032	$0	
Operating Transfer - General Capital Fund	$100,000	$100,000	$0	
Interest Income	$825	$200	($625)	Interest rates lower than projected
Total Revenues by Year	**$ 164,857**	**$ 164,232**	**($625)**	
Beginning Fund Balance	**$124,917**	**$130,632**	**$5,715**	
Total Revenues	**$164,857**	**$164,232**	**($625)**	
Total Expenditures	**$60,000**	**$17,000**	**($43,000)**	
Ending Fund Balance	**$229,774**	**$277,864**	**$48,090**	

2013-2018 CIP Summary

The 2013-2018 City Facilities-Major Maintenance CIP totals $594,160. There are 5 projects proposed for funding over this period.

Project	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018
Expenditures							
General Facilities	$25,000		$120,000	$20,160			$165,160
Parks Facilities	$98,000	$96,000	$165,000		$70,000		$429,000
Total Expenditures by Year	**$123,000**	**$96,000**	**$285,000**	**$20,160**	**$70,000**		**$594,160**
Revenues	**$74,866**	**$76,100**	**$78,019**	**$74,112**	**$75,736**	**$75,908**	**$454,740**
Beginning Fund Balance	$277,864	$229,730	$209,829	$2,848	$56,800	$62,536	$277,864
Total Revenues	$74,866	$76,100	$78,019	$74,112	$75,736	$75,908	$454,740
Total Expenditures	$123,000	$96,000	$285,000	$20,160	$70,000		$594,160
Ending Fund Balance	$229,730	$209,829	$2,848	$56,800	$62,536	$138,444	$138,444
Impact on Operating Budget							

Changes from the 2012-2017 CIP

Changes to Existing Projects

Police Station Long-Term Maintenance: The project has been decreased by $31,132. In 2011 the paving and patching of the facility parking lot was completed using an alternative application which was seal coating the parking lot resulting in savings of $56,132. We added in 2013 $25,000 to install lighting. The six-year CIP programmed expenditures for major Police Station maintenance is $45,000.

City Hall Parking Garage Long-Term Maintenance: no changes have been made to this project.

Pool Long-Term Maintenance: The project has been decreased by $64,334. The work performed in 2011 resulted in $14,334 in savings. We added $10,000 in 2013 to fully fund the repaint and re-construction of ceiling finishes and pool interior. In 2016 we removed $60,000 to replace the bulkhead since it is contingent on School District funding. The six-year CIP programmed expenditures for major pool maintenance is $289,000.

Richmond Highlands Community Center Long-Term Maintenance: The project has been increased by $50,000. In 2013, we added $50,000 for the installation of new flooring in the cafeteria, front entrance hallway and game room as well as a full kitchen upgrade. The six-year CIP programmed expenditures for Richmond Highland Community Center maintenance is $125,000.

Spartan Recreation Center: The project has been reduced by $5,000. With the installation of portable small air conditioning units the need to install a rooftop air conditioning unit for the office staff at the Spartan Recreation Center has been eliminated. We have added $15,000 in 2013 for the repair and painting of the conference room walls, hallways, workout rooms and sections of the gymnasium. The six-year CIP programmed expenditures for major Spartan Recreation Center maintenance is $15,000.

Policy Issues

General Fund Support: The 2013-2018 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 2009, Ordinance No. 538 eliminated the General Fund contribution for 2009 as a result of the impacts of the economic recession.

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 Arts Program. All projects in this fund are considered to be maintenance projects and are therefore ineligible for the Arts 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			
Shoreline Pool Facility	Relocate existing overhead pool lights to the sides to allow accessibility for easier maintenance	$25,000	$35,000
	Replace the underground fuel tank located on the northwesterly side of the pool facility	$25,000	$35,000
	Replacement of Bulkhead	$60,000	$70,000

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Facilities-Major Maintenance Fund

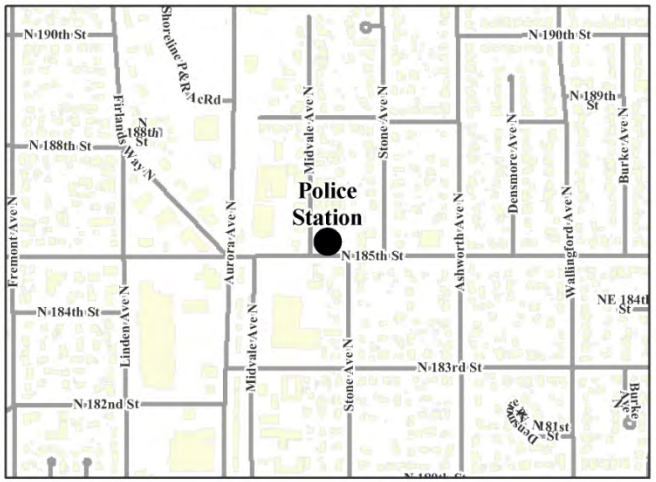
Projects

2013-2018 Capital Improvement Plan

Category	Strategic Objective	Desired Community Condition	Project	Comp Plan Goal	Strategy
General Facilities	Quality Services, Facilities and Infrastructure	City Services are delivered effectively and efficiently	Police Station Long-Term Maintenance City Hall Parking Garage Long-Term Maintenance	CF 1	none
Parks Facilities	Quality Services, Facilities and Infrastructure	Quality Parks, open space trails and recreational activities are available to all residents	Shoreline Pool Long-Term Maintenance Richmond Highlands Community Center Long-Term Maintenance Spartan Recreation Center	CF 1	none

Comprehensive Plan Goal	Description
CF 1	To provide adequate public facilities that address past deficiencies and anticipate the needs of growth through acceptable levels of service, prudent use of fiscal resources, and realistic timelines.

POLICE STATION LONG-TERM MAINTENANCE



Project Description:

This project includes completing major long-term preventative maintenance needs at the Shoreline Police Station that are required to keep the facility safe and in proper operating condition. Included in the 2013-2018 CIP is the installation of the Police Station Lighting in 2013 and the completion of the exterior Painting of the building in 2015.

Service Impact:

This project will preserve the City's investment in the Police Station facility by performing scheduled and preventative maintenance.

Orgkey: 3119200 J.L. # Multiple Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration											
Real Estate Acquisition											
Construction	$123,726	$17,000	$17,000	$25,000		$20,000				$45,000	$185,726
Total Project Expenditures	**$123,726**	**$17,000**	**$17,000**	**$25,000**		**$20,000**				**$45,000**	**$185,726**
Revenue Sources:											
City Facilities-Major Maintenance Fund	$123,726	$17,000	$17,000	$25,000		$20,000				$45,000	$185,726
Total Project Revenues	**$123,726**	**$17,000**	**$17,000**	**$25,000**		**$20,000**				**$45,000**	**$185,726**
Impact on Operating Budget											

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration								
Real Estate Acquisition								
Construction		Q2 Q3	Q2 Q3		Q2 Q3			

CITY HALL PARKING GARAGE LONG-TERM MAINTENANCE

Project Description:

The project scheduled for year 2015 is to remove and replace the sealant from the top floor of the City Hall Parking Garage facility. The project to be completed in year 2016 is to re-stripe the parking stalls and ground level signage on levels 1 and 2 of the City Hall Parking Garage. Re-striping of the parking garage is performed every five years.

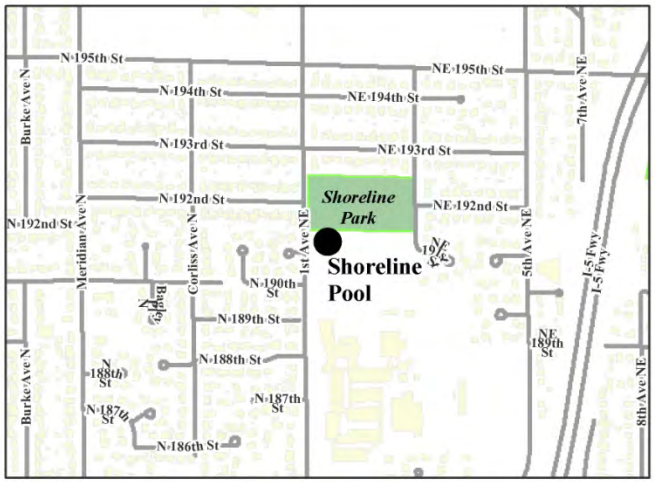
Service Impact:

This project will preserve the City's investment in the City Hall Parking Garage facility by performing scheduled and preventative maintenance

Orgkey: NEW J.L. # NEW Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration											
Real Estate Acquisition											
Construction						$100,000	$20,160			$120,160	$120,160
Total Project Expenditures						**$100,000**	**$20,160**			**$120,160**	**$120,160**
Revenue Sources:											
City Facilities-Major Maintenance Fund						$100,000	$20,160			$120,160	$120,160
Total Project Revenues						**$100,000**	**$20,160**			**$120,160**	**$120,160**
Impact on Operating Budget											

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration								
Real Estate Acquisition								
Construction					Q3	Q3		

SHORELINE POOL LONG-TERM MAINTENANCE



Project Description:

This project includes completing major long-term maintenance needs at the Shoreline Swimming Pool that are required to keep the facility safe and in proper operating condition. It includes the following repair/maintenance projects:

- 2013 - Repainting the pool and reconstructing ceiling finishes
- 2014 - Pool Floor Replacement
- 2015 - Pool Boiler Repair
- 2017 - Replacement of Pool Windows

Service Impact:

This project will preserve the City's investment in the pool facility and allow the facility to continue to be open and available to serve the needs of Shoreline's citizens.

Orgkey: 3121180 J.L. # Multiple Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration											
Real Estate Acquisition											
Construction	$124,546	$23,000		$33,000	$96,000	$140,000		$20,000		$289,000	$413,546
Total Project Expenditures	**$124,546**	**$23,000**		**$33,000**	**$96,000**	**$140,000**		**$20,000**		**$289,000**	**$413,546**
Revenue Sources:											
City Facilities-Major Maintenance Fund	$124,546	$23,000		$33,000	$96,000	$140,000		$20,000		$289,000	$413,546
Total Project Revenues	**$124,546**	**$23,000**		**$33,000**	**$96,000**	**$140,000**		**$20,000**		**$289,000**	**$413,546**
Impact on Operating Budget											

Project Time Line:			2012	2013	2014	2015	2016	2017	2018
Project Administration									
Real Estate Acquisition									
Construction				Q1 Q2	Q1 Q2	Q1 Q2	Q1 Q2	Q1 Q2	

RICHMOND HIGHLANDS COMMUNITY CENTER LONG-TERM MAINTENANCE

Project Description:

This project includes completing major long-term maintenance needs at the Richmond Highlands Community Center that are required to keep the facility safe and in proper operating condition. Included in the 2013-2018 CIP are the following repair/maintenance projects:

- 2013-Cafeteria and Game Room Floor Installation/Kitchen Upgrade
- 2015-Completion of the exterior painting of building
- 2017-Completion of the re-finishing of gym floors

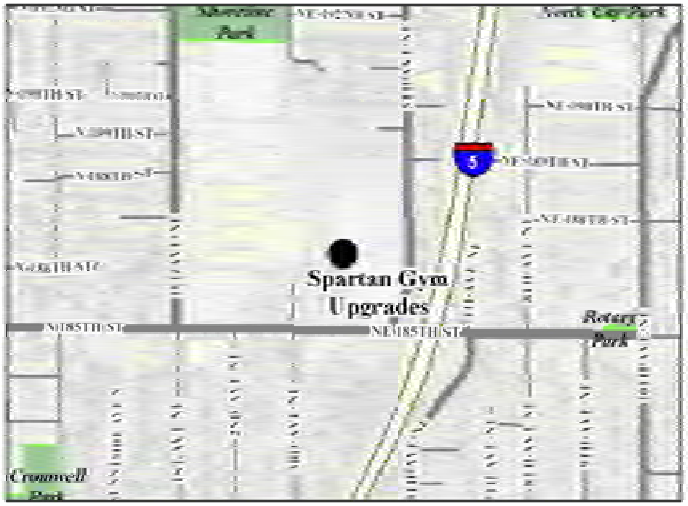
Service Impact:

This project will preserve the City's investment in this facility and allow the facility to continue to be open and available to serve the needs of Shoreline's citizens.

Orgkey: 3121180 J.L. # Multiple Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration											
Real Estate Acquisition											
Construction	$189,663			$50,000		$25,000		$50,000		$125,000	$314,663
Total Project Expenditures	**$189,663**			**$50,000**		**$25,000**		**$50,000**		**$125,000**	**$314,663**
Revenue Sources:											
City Facilities-Major Maintenance Fund	$189,663			$50,000		$25,000		$50,000		$125,000	$314,663
Total Project Revenues	**$189,663**			**$50,000**		**$25,000**		**$50,000**		**$125,000**	**$314,663**
Impact on Operating Budget											

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration								
Real Estate Acquisition								
Construction			Q2 Q3		Q2		Q3	

SPARTAN RECREATION CENTER



Project Description:

The 2013-2018 CIP includes the Spartan Recreation Center Painting and Wall Repairs in 2013. Walls in the conference rooms, hallways, workout rooms and sections of the gymnasium will be repaired and painted.

Service Impact:

This project will preserve the City's investment in this facility and allow the facility to continue to be open and available to serve the needs of Shoreline's citizens.

Orgkey: 3121297 J.L. # MA258300 Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration											
Real Estate Acquisition											
Construction		$20,000		$15,000						$15,000	$15,000
Total Project Expenditures		**$20,000**		**$15,000**						**$15,000**	**$15,000**
Revenue Sources:											
City Facilities-Major Maintenance Fund		$20,000		$15,000						$15,000	$15,000
Total Project Revenues		**$20,000**		**$15,000**						**$15,000**	**$15,000**
Impact on Operating Budget											

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration								
Real Estate Acquisition								
Construction			Q3 Q4					

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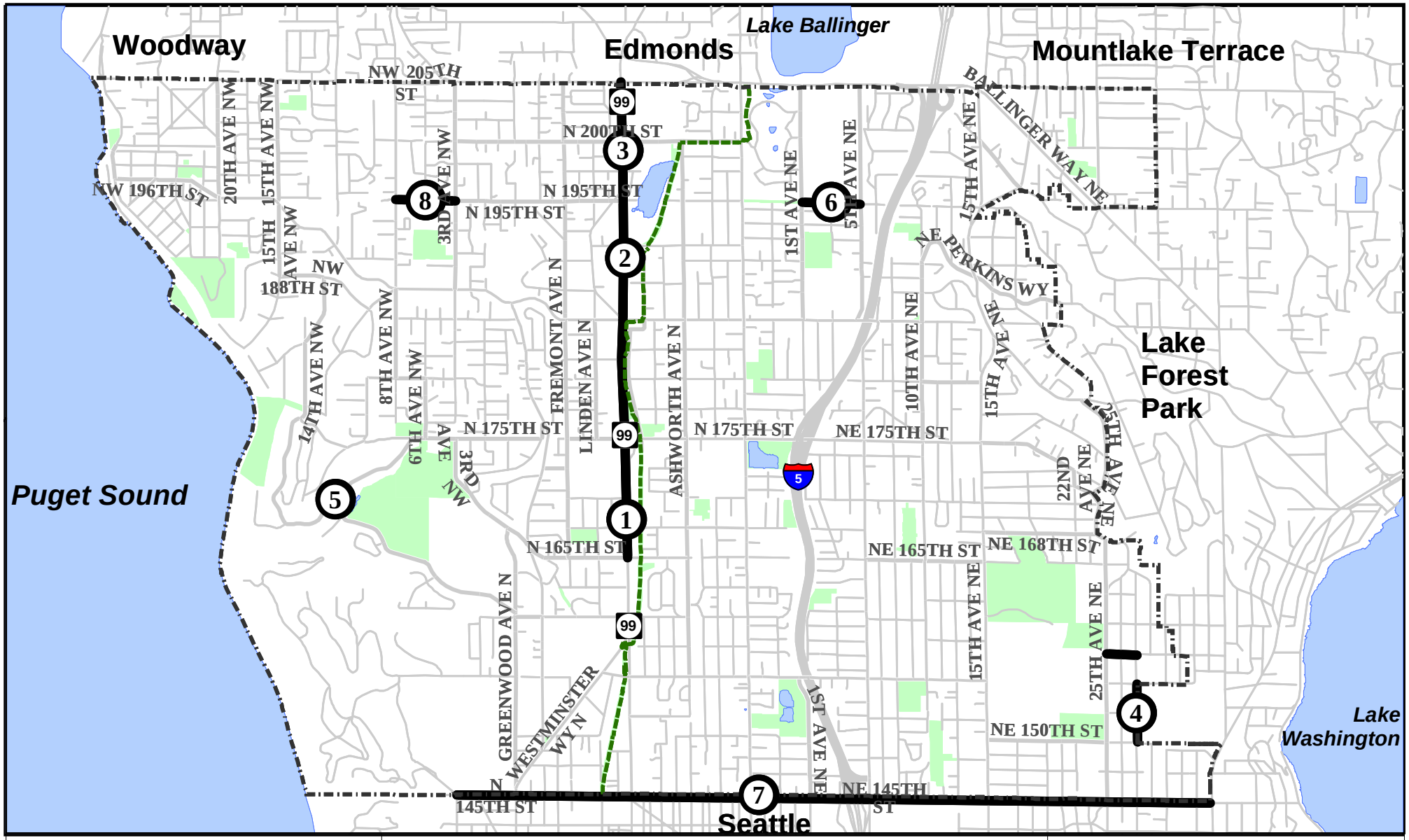
ROADS CAPITAL FUND

ROADS CAPITAL FUND SUMMARY



City of Shoreline

2012-2018 Roads
Capital Improvement Plan

N W E S

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

Date: 8/24/2012

Interurban Trail

Park

1: Aurora Ave N 165th to 185th
2: Aurora Ave N 185th to 192nd
3: Aurora Ave N 192nd to 205th
4: Briarcrest Safe Routes to School
5: Hidden Lake Bridge
6: NE 195th Separated Trail
7: Route Development Plan for the 145th Corridor
8: Safe Routes to School NW 195th

CITYWIDE IMPROVEMENTS

Annual Road Surface Maintenance Program
Curb Ramp, Gutter & Sidewalk Program
Sidewalks-Priority Routes
Transportation Master Plan Update
Traffic Safety Improvements
Traffic Signal Rehabilitation

City of Shoreline 2013 - 2018 Capital Improvement Plan
Program Summary
Roads Capital Fund

Project	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	2013-2018 Total	Total Project
Expenditures											
REPAIR AND REPLACEMENT											
Pedestrian / Non-Motorized Projects											
Curb Ramp, Gutter and Sidewalk Maintenance Program	$1,877,818	$60,122	$60,122	$140,000	$113,500	$150,000	$150,000	$150,000	$150,000	$853,500	$2,791,440
NE 195th Separated Trail				$60,000	$370,000					$430,000	$430,000
Safe Route to School NW 195th				*$15,000*	*$168,500*	*$164,500*				*$348,000*	*$348,000*
Traffic Safety Improvements	$898,252	$201,990	$208,500	$251,500	$187,500	$187,500	$285,000	$285,000	$285,000	$1,481,500	$2,588,252
System Preservation Projects											
Annual Road Surface Maintenance Program	$9,162,145	$829,482	$829,482	$1,354,283	$800,000	$1,000,000	$1,000,000	$1,000,000	$1,000,000	$6,154,283	$16,145,910
Traffic Signal Rehabilitation Program	$655,288	$120,258	$120,258	$470,631	$121,084	$100,000	$100,000	$100,000	$100,000	$991,715	$1,767,261
CAPACITY CONSTRUCTION											
Safety / Operations Projects											
Aurora Avenue North 192nd - 205th	$2,893,637	$7,042,910	$8,556,907	$14,419,261	$14,429,653	$1,169,453				$30,018,367	$41,468,911
Hidden Lake Bridge				$100,000	$50,000					$150,000	$150,000
Route Development Plan for the 145th Corridor				$150,000	$100,000					$250,000	$250,000
NON-PROJECT SPECIFIC											
General Fund Cost Allocation Overhead Charge	$221,088	$55,683	$50,386	$54,719	$54,719	$54,719	$54,719	$54,719	$54,719	$328,314	$599,788
Roads Capital Engineering	$1,221,064	$124,020	$124,516	$181,226	$249,120	$266,959	$291,014	$300,639	$300,639	$1,589,597	$2,935,177
Projects to be completed in Current Year (2012)											
Aurora Avenue North 165th - 185th	$46,386,250	$2,383,916	$2,150,155								$48,536,405
Aurora Avenue North 185th - 192nd	$13,664,280	$4,892,044	$2,432,347								$16,096,627
Briarcrest Safe Routes to School	$13,496	$425,000	$544,004								$557,500
Sidewalks - Priority Routes	$2,521,214	$510,500	$425,500								$2,946,714
Transportation Master Plan Update	$264,898	$60,723	$60,723								$325,621
Total Expenditures by Year	**$79,779,430**	**$16,706,648**	**$15,562,900**	**$17,196,620**	**$16,644,076**	**$3,093,131**	**$1,880,733**	**$1,890,358**	**$1,890,358**	**$42,595,276**	**$137,937,606**
Revenues											
Real Estate Excise Tax (2nd Quarter)	$6,849,843	$509,294	$482,619	$580,541	$681,237	$701,501	$722,196	$760,916	$778,664	$4,225,055	$11,557,517
Transportation Benefit District		$600,000	$595,000	$913,000	$695,000	$695,000	$695,000	$695,000	$695,000	$4,388,000	$4,983,000
General Fund Support	$2,011,710	$1,028,825	$1,028,825	$431,036	$434,809	$309,977	$301,494	$293,390	$286,346	$2,057,052	$5,097,587
General Capital Fund - Trail Corridor's Bond Issue				$8,100	$49,950					$58,050	$58,050
Investment Interest	$2,231,598	$23,404	$5,000	$6,243	$18,495	$25,282	$16,625	$14,500	$11,754	$92,898	$2,329,496
Awarded Grants	$4,321,169	$408,000	$408,000	$838,183	$320,050					$1,158,233	$5,887,402
Anticipated Future Grants		*$35,000*		*$50,000*	*$203,500*	*$199,500*	*$35,000*	*$35,000*	*$35,000*	*$558,000*	*$558,000*
Aurora Avenue North 165th - 185th Awarded Grants/Reimb.	$43,249,515	$2,212,828	$1,654,512								$44,904,027
Aurora Avenue North 185th - 192nd Awarded Grants/Reimb.	$10,812,908		$1,312,156								$12,125,064
Aurora Avenue North 192nd - 205th Awarded Grants/Reimb.	$2,578,024	$2,776,700	$8,352,340	$14,343,566	$13,516,714	$424,999				$28,285,279	$39,215,643
Aurora Avenue North 165th - 185th Surface Water Funds	$1,000,000										$1,000,000
Aurora Avenue North 185th - 192nd Surface Water Funds	$300,000										$300,000
Aurora Avenue North 192nd - 205th Future Grants		*$1,077,422*									
Total Revenues by Year	**$73,354,767**	**$8,671,473**	**$13,838,452**	**$17,170,669**	**$15,919,755**	**$2,356,259**	**$1,770,315**	**$1,798,806**	**$1,806,764**	**$40,822,567**	**$128,015,786**
Beginning Fund Balance		**$9,137,614**	**$3,805,349**	**$2,080,901**	**$2,054,950**	**$1,330,628**	**$593,756**	**$483,338**	**$391,787**	**$2,080,901**	
Total Revenues		**$8,671,473**	**$13,838,452**	**$17,170,669**	**$15,919,755**	**$2,356,259**	**$1,770,315**	**$1,798,806**	**$1,806,764**	**$40,822,567**	
Total Expenditures		**$16,706,648**	**$15,562,900**	**$17,196,620**	**$16,644,076**	**$3,093,131**	**$1,880,733**	**$1,890,358**	**$1,890,358**	**$42,595,276**	
Ending Fund Balance		**$1,102,439**	**$2,080,901**	**$2,054,950**	**$1,330,628**	**$593,756**	**$483,338**	**$391,787**	**$308,192**	**$308,192**	
Impact on Operating Budget				**$221,483**	**$220,874**	**$293,714**	**$336,346**	**$338,786**	**$337,079**		

ROADS CAPITAL FUND SUMMARY

Types of Projects

In the Roads Capital Fund, projects are categorized Repair and Replacement or Capacity Construction. Within those two categories they are categorized as Pedestrian/Non-Motorized Projects, System Preservation Projects, and Safety/Operations Projects. Funding for these projects is provided as a result of an allocation from the General Fund, Fuel Tax, Real Estate Excise Tax (REET), and grants.

Estimated 2012 Status

The following table summarizes the financial projections of the budgeted and projected expenditures for the Roads Capital Fund for 2012. More specific information can be found on the individual project sheets following this summary.

Project	2012 Budget	2012 Projected	2012 Variance	Comments
Expenditures				
REPAIR AND REPLACEMENT				
Pedestrian / Non-Motorized Projects				
Curb Ramp, Gutter and Sidewalk Maintenance Program	$60,122	$60,122	$0	
Sidewalks - Priority Routes	$510,500	$425,500	($85,000)	Future sidewalk design not needed at this point
Traffic Safety Improvements	$201,990	$208,500	$6,510	Based on actual estimates
Transportation Master Plan Update	$60,723	$60,723	$0	
System Preservation Projects				
Annual Road Surface Maintenance Program	$829,482	$829,482	$0	
Traffic Signal Rehabilitation Program	$120,258	$120,258	$0	
Safety/Operations Projects				
CAPACITY CONSTRUCTION				
Pedestrian / Non-Motorized Projects				
Briarcrest Safe Routes to School	$425,000	$544,004	$119,004	Added additional sidewalk ramps required by ADA
Safety / Operations Projects				
Aurora Avenue North 165th - 185th	$2,383,916	$2,150,155	($233,761)	Construction and ROW costs lower than expected
Aurora Avenue North 185th - 192nd	$4,892,044	$2,432,347	($2,459,697)	Construction completion delayed
Aurora Avenue North 192nd - 205th	$7,042,910	$8,556,907	$1,513,997	Design Costs lower than expected
NON-PROJECT SPECIFIC				
General Fund Cost Allocation Overhead Charge	$55,683	$50,386	($5,297)	
Roads Capital Engineering	$124,020	$124,516	$496	
Total Expenditures by Year	**$16,706,648**	**$15,562,900**	**($1,143,748)**	

Project	2012 Budget	2012 Projected	2012 Variance	Comments
Revenues				
Real Estate Excise Tax (2nd Quarter)	$509,294	$482,619	($26,675)	Real Excise Tax lower than projected
Transportation Benefit District	$600,000	$595,000	($5,000)	
General Fund Support (Sidewalks)	$652,517	$652,517	$0	
General Fund Support (Gambling Tax Equivalent)	$376,308	$376,308	$0	
Investment Interest	$23,404	$5,000	($18,404)	Interest projection below estimates
Aurora Ave. North 165th - 185th ~ Federal - STP	$2,212,828	$1,236,641	($976,187)	Aurora project revenue allocations redistributed to maximize grants
Aurora Ave. North 165th - 185th ~ Urban Vitality	$0	$100,011	$100,011	Aurora project revenue allocations redistributed to maximize grants
Aurora Ave. North 165th - 185th ~ Utility Reimbursements	$0	$317,860	$317,860	Aurora project revenue allocations redistributed to maximize grants
Aurora Ave. North 185th - 192nd ~ Federal - STP	$0	$795,338	$795,338	Aurora project revenue allocations redistributed to maximize grants
Aurora Ave. North 185th - 192nd ~ King County Metro	$0	$122,194	$122,194	Aurora project revenue allocations redistributed to maximize grants
Aurora Ave. North 185th - 192nd ~ Federal - Safetea-Lu	$0	$159,205	$159,205	Aurora project revenue allocations redistributed to maximize grants
Aurora Ave. North 185th - 192nd ~ Federal Transit Administration (FTA)	$0	$34,496	$34,496	Aurora project revenue allocations redistributed to maximize grants
Aurora Ave. North 185th - 192nd ~ DOE Grant	$0	$182,883	$182,883	Aurora project revenue allocations redistributed to maximize grants
Aurora Ave. North 185th - 192nd ~ Utility Reimbursements	$0	$18,040	$18,040	Aurora project revenue allocations redistributed to maximize grants
Aurora Ave. North 192nd - 205th ~ Federal - STP	$712,123	$286,022	($426,101)	Aurora project revenue allocations redistributed to maximize grants
Aurora Ave. North 192nd - 205th ~ Transportation Improvement Board	$173,648	$864,263	$690,615	Aurora project revenue allocations redistributed to maximize grants
Aurora Ave. North 192nd - 205th ~ Federal Transit Administration (FTA)	$1,826,677	$0	($1,826,677)	Aurora project revenue allocations redistributed to maximize grants
Aurora Ave. North 192nd - 205th ~ CMAQ	$0	$3,348,704	$3,348,704	Aurora project revenue allocations redistributed to maximize grants
Aurora Ave. North 192nd - 205th ~ State Regional Mobility Transit Grant	$0	$3,759,115	$3,759,115	Aurora project revenue allocations redistributed to maximize grants
Aurora Ave. North 192nd - 205th ~ Utility Reimbursements	$64,252	$94,236	$29,984	Aurora project revenue allocations redistributed to maximize grants
Aurora Ave. North 192nd - 205th ~ DOE Grant	$0	$0	$0	Aurora project revenue allocations redistributed to maximize grants
Aurora Ave. North 192nd - 205th ~ Highway Safety Improvement Program (HSIP)	$0	$0	$0	Aurora project revenue allocations redistributed to maximize grants
Aurora Ave. North 192nd - 205th ~ Future Grants (RTID, Metro, TIB, TCSP, Federal direct allocati	$1,077,422	$0	($1,077,422)	Aurora project revenue allocations redistributed to maximize grants
Briarcrest - Safe Routes to School Grant	$385,000	$385,000	$0	
Briarcrest - Shoreline School District	$23,000	$23,000	$0	
Curb Ramps - Community Block Grant Program (CDBG)	$35,000	$0	($35,000)	
Total Revenues by Year	**$8,671,473**	**$13,838,452**	**$5,166,979**	
Beginning Fund Balance	**$9,137,614**	**$3,805,349**	**($5,332,265)**	
Total Revenues	**$8,671,473**	**$13,838,452**	**$5,166,979**	
Total Expenditures	**$16,706,648**	**$15,562,900**	**($1,143,748)**	
Ending Fund Balance	**$1,102,439**	**$2,080,901**	**$978,462**	

2013-2018 CIP Summary

The 2013-2018 Roads Capital CIP totals $42.6 million. There are 9 projects approved for funding over this period.

Project	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	2013-2018 Total
Expenditures							
Pedestrian / Non-Motorized Projects	$466,500	$839,500	$502,000	$435,000	$435,000	$435,000	$3,113,000
System Preservation Projects	$1,824,914	$921,084	$1,100,000	$1,100,000	$1,100,000	$1,100,000	$7,145,998
Safety / Operations Projects	$14,669,261	$14,579,653	$1,169,453				$30,418,367
Non-Project Specific	$235,945	$303,839	$321,678	$345,733	$355,358	$355,358	$1,917,911
Total Expenditures by Year	**$17,196,620**	**$16,644,076**	**$3,093,131**	**$1,880,733**	**$1,890,358**	**$1,890,358**	**$42,595,276**
Total Revenues by Year	**$17,170,669**	**$15,919,755**	**$2,356,259**	**$1,770,315**	**$1,798,806**	**$1,806,764**	**$40,822,567**
Beginning Fund Balance	**$2,080,901**	**$2,054,950**	**$1,330,628**	**$593,756**	**$483,338**	**$391,787**	**$2,080,901**
Total Revenues	**$17,170,669**	**$15,919,755**	**$2,356,259**	**$1,770,315**	**$1,798,806**	**$1,806,764**	**$40,822,567**
Total Expenditures	**$17,196,620**	**$16,644,076**	**$3,093,131**	**$1,880,733**	**$1,890,358**	**$1,890,358**	**$42,595,276**
Ending Fund Balance	**$2,054,950**	**$1,330,628**	**$593,756**	**$483,338**	**$391,787**	**$308,192**	**$308,192**
Impact on Operating Budget	**$221,483**	**$220,874**	**$293,714**	**$336,346**	**$338,786**	**$337,079**	

Changes from the 2012-2017 CIP

Changes to Existing Projects:

Annual Road Surface Maintenance: The project has increased from $14.5 million to $16.2 million based on available funding and a grant from Surface Transportation Program (STP) for $436,283 to preserve the City's street system. Includes the addition of funding for projects in 2018.

Aurora Corridor Project (165th Street to 185th Street): The estimated cost of this project has increased from $47.3 million to $48.5 million based on final cost estimates. The projected costs include $645,200 in contingency. The timing of the project remains the same.

Aurora Corridor Project (185th Street to 192nd Street): The estimated cost of this project has increased from $15.4 million to $16.14 million based on unforeseen issues encountered during construction as well as work added to the project to enhance the final product. The timing of the project remains the same.

Aurora Corridor Project (192nd Street to 205th Street): The estimated cost of this project has increased by $4.3 million from $37.1 to $41.5 million due to more accurate estimates. The projected costs include $5.1 million in contingency. The completion of the project has been moved from 2014 to 2015 and secured additional grant funding.

Briarcrest Safe Routes to School: The project has increased from $425,000 to $557,500 to construct additional ramps required by ADA. The timing of the project remains the same.

Curb Ramp, Gutter, & Sidewalk Program: Includes the addition of funding for projects in 2018.

Traffic Safety Improvements: Includes the addition of funding for projects in 2018 and slight increase in 2015.

Traffic Signal Rehabilitation: Includes the addition of funding for projects in 2018 and an increase of $350,000 in 2013 due to a Highway Safety Improvement Program grant awarded.

Transportation Master Plan Update: The total project cost has decreased from $357,209 to $325,621 based on final cost estimates. The timing of the project remains the same.

New Projects:

Hidden Lake Bridge: Hidden Lake Bridge No. 167 C, located on 10th Ave NW at Innis Arden Way was built in 1931 and is showing signs of deterioration and is in need of rehabilitation or replacement. The Bridge Sufficiency Rating from the 2010 inspection is 51.3 which should make the bridge eligible for bridge repair/rehabilitation funding through WSDOT. This project is to conduct an evaluation and alternative analysis including cost estimates that could be used to apply for a grant in 2014. This project is scheduled to be completed in 2014.

Route Development Plan for the 145th Corridor: This project is to perform a multi-modal corridor study of 145th Street (SR 523) from Bothell Way NE (SR 522) to 3rd Ave NW. This work will be in conjunction with the City of Seattle, the Washington State Department of Transportation, King County, Metro Transit and Sound Transit to evaluate the future transportation needs for this corridor. The study will include an examination of safety, traffic, transit and non-motorized needs resulting from anticipated changes in the area such as growth, location of light rail station(s) and regional tolling. This project is scheduled to be completed in 2014.

NE 195th Separated Trail: This project will complete the final segment of separated trail that is a piece of the northern connection between Shoreline's Interurban Trail and the Burke Gilman Trail in Lake Forest Park and will use most of the funding from a Congestion Mitigation and Air Quality Improvement (CMAQ) grant. This project is scheduled to be completed in 2014.

Safe Route to School NW 195th: This project will construct sidewalks on the south side of NW 195th from 3rd Ave NW to 8th Ave NW and install or replace curb ramps at the intersections with 3rd NW, 5th NW and 8th NW. Additionally, the project will install 4 School Zone Flashing Signs on all 4 legs of the NW 195th to 3rd Ave NW intersection approaching the school from all 4 directions and it is funded by a Safe Routes to School grant. This project is scheduled to be completed in 2015.

Policy Issues

Master Plans: 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 in excess of a 7% tax rate for capital purposes. The current tax rate is 10% therefore 30% of the tax is allocated for capital needs. In the 2012-2017 CIP there was a revision to this policy. The Transportation Planning program has been moved from the Roads Capital Fund to the City's operating budget. The General Fund gambling tax contribution will be reduced by the Transportation Planning Program estimated costs. The proposed change would reduce the level of gambling tax support for capital to 10% by 2015.

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	The road surface maintenance program maintains the City's roadways through asphalt overlays and surface seals. Currently, there is not adequate funding to maintain the desired pavement condition.	$850,000/year	$1,500,000/year
Pedestrian Improvements	Sidewalks are a high priority for the residents of the community. Additional funding is necessary to install sidewalks and pedestrian facilities throughout the City.	$750,000/year	$1,000,000/year
Annual Sidewalk Maintenance (AKA Curb Ramp, Gutter and Sidewalk Program)	Annual Sidewalk Maintenance addresses pedestrian safety through the repair and replacement of sidewalk, curb ramps and gutter in compliance with ADA requirements.	$500,000/year	$750,000/year
UNFUNDED			
Interurban/Burke-Gilman Connector – Northern Route	Construct improvements to strengthen the connection between Shoreline's Interurban Trail and the Burke-Gilman Trail to the east. The route runs along N/NE 195th Street from the Interurban Trail to 10th Ave NE, 10th Ave NE to Perkins Way NE and Perkins Way NE to the City limits. Other projects may include walkways, separated trails, signage and improvements to the NE 195th Street bridge over I-5. The City will work with Lake Forest Park to ensure facilities are coordinated. Portions of this work are currently funded with the Parks Bond Project and KC Trail Levy.	$3,000,000	To be determined

PROJECT TITLE	PROJECT DESCRIPTION	ESTIMATED LOW	ESTIMATED HIGH
Richmond Beach Rd at 3rd Ave NW	This project will design and construct left-turn lanes on Richmond Beach Road at the intersection with 3rd Ave NW and install signal modifications. The improvements will also include storm drainage, pavement widening, curb-and-gutter and sidewalks, retaining walls and street lighting. NW Richmond Beach Road is a high-volume arterial street at this location and this project will improve safety and traffic flow.	$1,900,000	$2,250,000
Midvale Ave N – 175th to 183rd Reconstruction	Design, acquire right-of-way and reconstruct Midvale Ave N. This project will move lanes off Seattle City Light (SCL) right-of-way. The project will include undergrounding electrical distribution lines, curb, gutter, sidewalks, amenity zone and on-street parking and angle parking on the west in the SCL right-of-way.	$2,500,000	$3,000,000
145th Street – 3rd Ave NW to Bothell Way NE (SR 522)	Perform a multi-modal corridor study of 145th Street (SR 523) from Bothell Way NE (SR 522) to 3rd Ave NW. Work in conjunction with the City of Seattle, the Washington State Department of Transportation, King County, Metro Transit and Sound Transit to evaluate the future transportation needs for this corridor. Include an examination of safety, traffic, transit and non-motorized needs resulting from anticipated changes in the area such as growth, location of light rail station(s) and regional tolling. The southern half (eastbound lanes) of the street is within the City of Seattle; Seattle classifies 145th St as Collector Arterial from 3rd Ave NW to Greenwood Ave N and a Primary Arterial from Greenwood Ave N to Bothell Way NE.	$500,000	$600,000

PROJECT TITLE	PROJECT DESCRIPTION	ESTIMATED LOW	ESTIMATED HIGH
10th Ave NW Hidden Lake bridge replacement	Rehabilitate the existing bridge to ensure safe vehicle crossing.	$3,700,000	To be determined
NW 160th Street and Greenwood Ave N/Innis Arden Way	This project will improve the operations and safety of this five-way intersection at N 160th St. Greenwood Ave N and Innis Arden Way. Design will be coordinated with Shoreline Community College (SCC) Master Planning and with Metro Transit. Illumination and landscaping will be provided through the realignment area. Bus zone and layover improvements will be included. This project also includes the construction of a new sidewalk on the north side of N 160th Street from Dayton Ave N to Greenwood Ave N. Prior to construction, a study will be performed to identify a preferred solution to the current traffic operating problems at this intersection.	$1,750,000	$2,000,000

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Roads Capital Fund

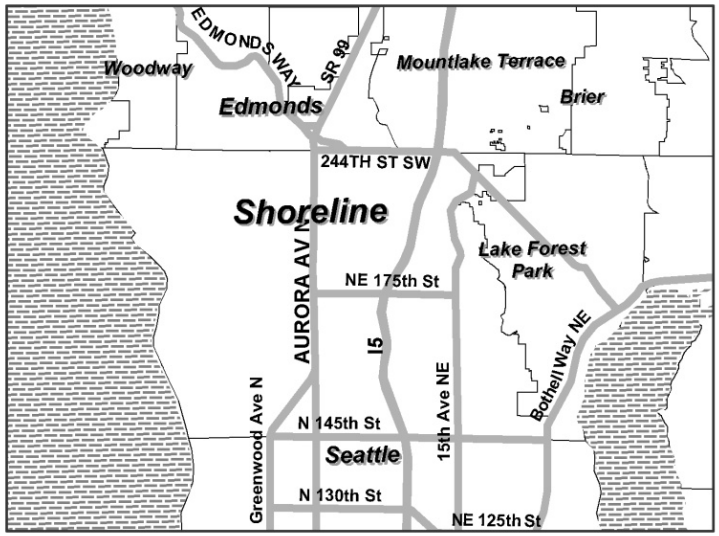
Projects

2013-2018 Capital Improvement Plan

Category	Strategic Objective	Desired Community Condition	Project	Comp Plan Goal	Strategy
REPAIR & REPLACEMENT					
Pedestrian /Non-Motorized Projects	Safe and Attractive Neighborhoods and Business Districts	Residents and visitors are safe to travel on streets and walkways	Curb Ramp, Gutter & Sidewalk Program	T 18	none
			Sidewalks - Priority Routes	T 18	
			Traffic Safety Improvements	T I	Implement neighborhood traffic action plans, neighborhood traffic calming, and respond to emergent safety and mobility issues.
System Preservation Projects			Traffic Signal Rehabilitation Program	T V	none
	Quality Services, Facilities and Infrastructure	The street system is well maintained	Annual Road Surface Maintenance Program	T V	Complete pavement projects
CAPACITY CONSTRUCTION					
Pedestrian /Non-Motorized Projects	Safe and Attractive Neighborhoods and Business Districts	Residents and visitors are safe to travel on streets and walkways	Briarcrest Safe Routes to School RDP for the 145th Corridor NE 195th Separated Trail Safe Routes to School NW 195th	T 18 TII T VIII T18	none
System Preservation Projects	Quality Services, Facilities and Infrastructure	Aurora Avenue provides improved safety and mobility for vehicles and pedestrians, Bus Rapid Transit, business access, and improved economic vitality	Aurora Corridor Improvement Project (N 165th Street N to 205th Street) Hidden Lake Bridge	TII TX TIX TVIII TI	Complete construction
Non-Project Specific	Safe and Attractive Neighborhoods and Business Districts	Residents and visitors are safe to travel on streets and walkways	Roads Capital Engineering Transportation Master Plan Update	FG 13, T IV	none

Comprehensive Plan Goal	Description
FG 13	Encourage a variety of transportation options that provide better connectivity within Shoreline and throughout the region.
T I	Provide safe and friendly streets for Shoreline residents.
T II	Work with transportation providers to develop a safe, efficient and effective multimodal transportation system to address overall mobility and accessibility. Maximize the people carrying capacity of the surface transportation system.
T IV	Encourage alternative modes of transportation to reduce the number of automobiles on the road.
T V	Maintain the transportation infrastructure so that it is safe and functional.
T VIII	Develop a bicycle system that is connective, safe, and encourages bicycling as a viable alternative method of transportation.
T IX	Provide a pedestrian system that is safe, connects to destinations, accesses transit and is accessible by all.
T X	Support and encourage increased transit coverage and service that connects local and regional destinations to improve mobility options for all Shoreline residents.
T 18	When identifying transportation improvements, prioritize construction of sidewalks, walkways and trails. Pedestrian facilities should connect to destinations, access transit and be accessible by all.

CURB RAMP, GUTTER & SIDEWALK MAINTENANCE PROGRAM



Project Description:

The ongoing Curb Ramp, Gutter and Sidewalk Program includes:

- Design and construction of curb ramps in compliance with the Americans with Disabilities Act (ADA) standards
- Installing wheelchair detection loops, and audible pedestrian signals
- Repairing and replacing existing cement concrete gutters and sidewalks damaged by tree roots, cracking or settlement
- Constructing new sidewalk panel sections to fill existing gaps in the pedestrian walkway

Service Impact:

This project addresses locations throughout the City where improvements are needed to increase the 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

There are approximately 41 miles of arterial streets in the City. The equivalent of approximately 15 miles of those arterial streets has sidewalks on both sides, which results in 26 miles of arterial streets missing sidewalks.

Org Key: 2914096 JL. # ST100600, ST100612 Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration	$433,268	$13,500	$13,500	$31,500	$27,000	$31,500	$31,500	$31,500	$31,500	$184,500	$631,268
Real Estate Acquisition											
Construction	$1,444,550	$46,622	$46,622	$108,500	$86,500	$118,500	$118,500	$118,500	$118,500	$669,000	$2,160,172
Total Project Expenditures	**$1,877,818**	**$60,122**	**$60,122**	**$140,000**	**$113,500**	**$150,000**	**$150,000**	**$150,000**	**$150,000**	**$853,500**	**$2,791,440**
Revenue Sources:											
Congestion Mitigation & Air Quality (CMAQ)	$80,440										$80,440
Metro King County	$6,060										$6,060
Community Development Block Grant	$960,026										$960,026
Community Development Block Grant		*$35,000*		*$35,000*	*$35,000*	*$35,000*	*$35,000*	*$35,000*	*$35,000*	*$210,000*	*$210,000*
Community Development Block Grant - Recovery	$100,168										$100,168
In-Lieu Payment	$11,063										$11,063
Roads Capital Fund	$720,061	$25,122	$60,122	$105,000	$78,500	$115,000	$115,000	$115,000	$115,000	$643,500	$1,423,683
Total Project Revenues	**$1,877,818**	**$60,122**	**$60,122**	**$140,000**	**$113,500**	**$150,000**	**$150,000**	**$150,000**	**$150,000**	**$853,500**	**$2,791,440**
Impact on Operating Budget											

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration		Q1 Q2	Q1 Q2	Q1 Q2	Q1 Q2	Q1 Q2	Q1 Q2	Q1 Q2
Real Estate Acquisition								
Construction		Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4

NE 195th SEPARATED TRAIL

Project Description:

This project will complete the final segment of separated trail that is a piece of the northern connection between Shoreline's Interurban Trail and the Burke Gilman Trail in Lake Forest Park. This trail will also be located on the undeveloped right-of-way of NE 195th Street, between 1st Avenue NE and 5th Avenue NE and will provide a connection to the pedestrian/bicycle bridge crossing I-5. The scope of this project includes a 12' wide trail for pedestrian and bicyclist use and the relocation of power poles currently in the trail footprint.

Service Impact:

Improve access and safety for walkers, hikers and cyclists to multi-county and multi-jurisdictional trail system network.

Org Key: NEW J.L. # NEW Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration				$60,000	$30,000					$90,000	$90,000
Real Estate Acquisition											
Construction					$340,000					$340,000	$340,000
Total Project Expenditures				**$60,000**	**$370,000**					**$430,000**	**$430,000**
Revenue Sources:											
CMAQ				$51,900	$320,050					$371,950	$371,950
Trail Corridors Bond Issue				$8,100	$49,950					$58,050	$58,050
Total Project Revenues				**$60,000**	**$370,000**					**$430,000**	**$430,000**
Impact on Operating Budget											

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration			Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4				
Real Estate Acquisition								
Construction				Q2 Q3				

SAFE ROUTE TO SCHOOL – NW 195TH

Project Description:

This project will construct sidewalks on the south side of NW 195th from 3rd Ave NW to 8th Ave NW. The project will install or replace curb ramps at the intersections with 3rd NW, 5th NW and 8th NW. There is an existing sidewalk adjacent to the school and 2 other intermittent sections constructed as part of private development. Additionally, the project will install 4 School Zone Flashing Signs on all 4 legs of the NW 195th to 3rd Ave NW intersection approaching the school from all 4 directions.

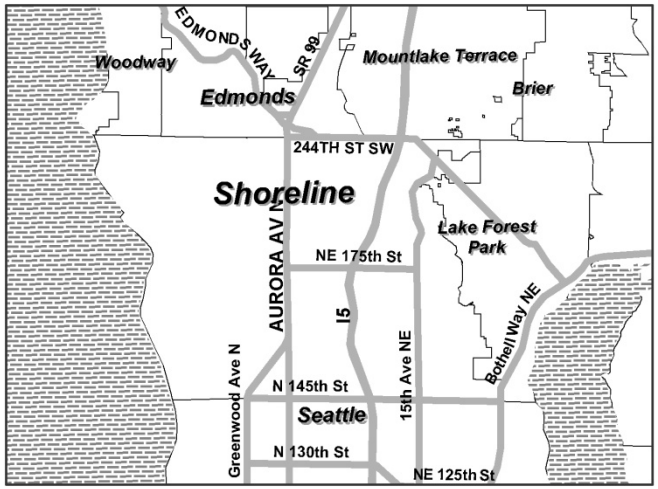
Service Impact:

This project will enhance pedestrian safety near schools, parks and bus lines.

Org Key: NEW J.L. # NEW Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration				*$15,000*	*$33,000*	*$24,500*				*$72,500*	*$72,500*
Real Estate Acquisition					*$500*					*$500*	*$500*
Construction					*$135,000*	*$140,000*				*$275,000*	*$275,000*
Total Project Expenditures				***$15,000***	***$168,500***	***$164,500***				***$348,000***	***$348,000***
Revenue Sources:											
Safe Routes To School				*$15,000*	*$168,500*	*$164,500*				*$348,000*	*$348,000*
Total Project Revenues				***$15,000***	***$168,500***	***$164,500***				***$348,000***	***$348,000***
Impact on Operating Budget											

Project Time Line:	[redacted]	2012	2013	2014	2015	2016	2017	2018
Project Administration	[redacted]		Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2			
Real Estate Acquisition	[redacted]			Q2				
Construction	[redacted]			Q4	Q1 Q2			

TRAFFIC SAFETY IMPROVEMENTS



Project Description: The primary purpose of this program is to investigate traffic and pedestrian safety concerns, evaluate possible alternatives, and implement spot improvement projects to improve safety and enhance the livability of neighborhoods. The program works closely with neighborhoods to address cut-through traffic and neighborhood safety issues, and implement priority projects as identified in the Neighborhood Traffic Action Plans.

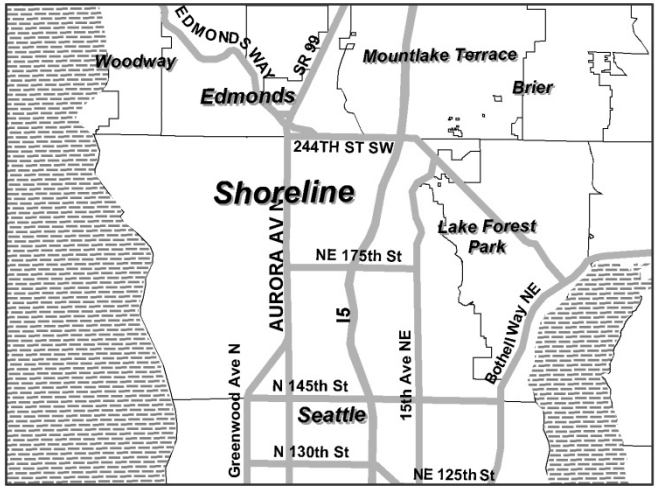
Service Impact:

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.

Org Key: 2914179 J.L. # ST108500, ST 100300 Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration	$478,229	$124,673	$131,183	$148,633	$151,897	$155,301	$158,794	$162,524	$162,525	$939,674	$1,549,086
Real Estate Acquisition	$3,163										$3,163
Construction	$416,860	$77,317	$77,317	$102,867	$35,603	$32,199	$126,206	$122,476	$122,475	$541,826	$1,036,003
Total Project Expenditures	**$898,252**	**$201,990**	**$208,500**	**$251,500**	**$187,500**	**$187,500**	**$285,000**	**$285,000**	**$285,000**	**$1,481,500**	**$2,588,252**
Revenue Sources:											
Roads Capital Fund	$898,252	$201,990	$208,500	$251,500	$187,500	$187,500	$285,000	$285,000	$285,000	$1,481,500	$2,588,252
Total Project Revenues	**$898,252**	**$201,990**	**$208,500**	**$251,500**	**$187,500**	**$187,500**	**$285,000**	**$285,000**	**$285,000**	**$1,481,500**	**$2,588,252**
Impact on Operating Budget				**$ 3,160**	**$ 464**	**$ 3,317**	**$ 487**	**$ 3,489**	**$ 510**		

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration		Q1 Q2 Q1	Q2 Q1	Q2 Q1	Q2 Q1	Q2 Q1	Q2 Q1	Q2
Real Estate Acquisition								
Construction		Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4

ANNUAL ROAD SURFACE MAINTENANCE PROGRAM



Project Description:

The City's long-term road surface maintenance program is designed to maintain the City's road system to the highest condition rating with the funds available using various thicknesses of asphalt overlay and bituminous surface treatments (BST). Currently, the asphalt overlays are done in conjunction with King County's overlay projects. King County provides engineering and inspection for the project. The City's Public Works Operations Division will provide project administration, construction oversight, quality review, and final acceptance. Additionally, other accepted BST treatments are provided through private contracting.

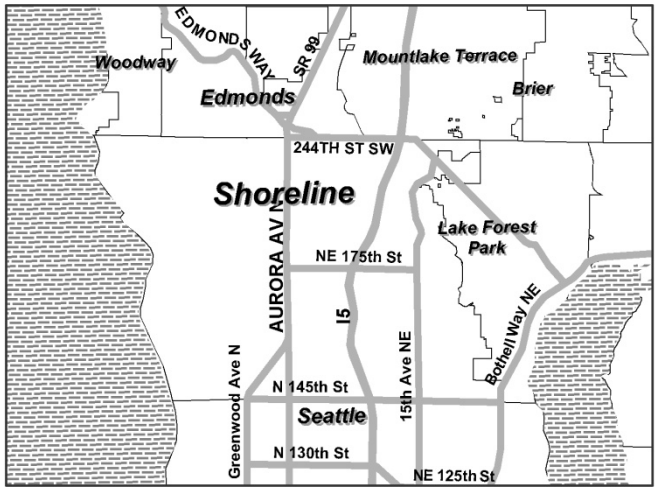
Service Impact:

This project will extend the useful life of City streets by 10-12 years, increase skid resistance of the street surface, and improve ride quality.

Org Key: 2918151 JL. # ST107400 Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration	$1,304,833	$70,000	$70,000	$70,000	$80,000	$100,000	$100,000	$100,000	$100,000	$550,000	$1,924,833
Real Estate Acquisition											
Construction	$7,857,312	$759,482	$759,482	$1,284,283	$720,000	$900,000	$900,000	$900,000	$900,000	$5,604,283	$14,221,077
Total Project Expenditures	**$9,162,145**	**$829,482**	**$829,482**	**$1,354,283**	**$800,000**	**$1,000,000**	**$1,000,000**	**$1,000,000**	**$1,000,000**	**$6,154,283**	**$16,145,910**
Revenue Sources:											
City General Fund	$2,239,888										$2,239,888
STP Grant				$436,283						$436,283	$436,283
Roads Capital Fund	$6,922,257	$829,482	$829,482	$918,000	$800,000	$1,000,000	$1,000,000	$1,000,000	$1,000,000	$5,718,000	$13,469,739
Total Project Revenues	**$9,162,145**	**$829,482**	**$829,482**	**$1,354,283**	**$800,000**	**$1,000,000**	**$1,000,000**	**$1,000,000**	**$1,000,000**	**$6,154,283**	**$16,145,910**
Impact on Operating Budget											

Project Time Line:	2012	2013	2014	2015	2016	2017	2018
Project Administration	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4
Real Estate Acquisition							
Construction	Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4

TRAFFIC SIGNAL REHABILITATION PROGRAM



Project Description:

There are currently 46 traffic signals in operation in Shoreline. The typical life span of the electronic hardware is 20 years. As technology improves, their older electronics become obsolete. By the end of the 20-year life span, repair and maintenance becomes more expensive as parts may no longer be available.

Older traffic signal controllers are very simple and limited in functionality. New controllers can accept a wide range of timing schemes and hold special timing patterns for dealing with emergency traffic rerouting, fire truck pre-emption, and transit signal priority. They can be connected to operate in a coordinated network, and connected to a master controller, where signal timing changes can be made from the office, increasing efficiency.

There are rechargeable battery packs that can be installed in signal controller cabinets that will keep a traffic signal operating in the event of a loss of power. For extended outages, a generator can be added to keep the signal running. The ability to keep traffic signals operating and vehicles moving is a key part of our emergency back-up support in conjunction with the City's Emergency Management Plan.

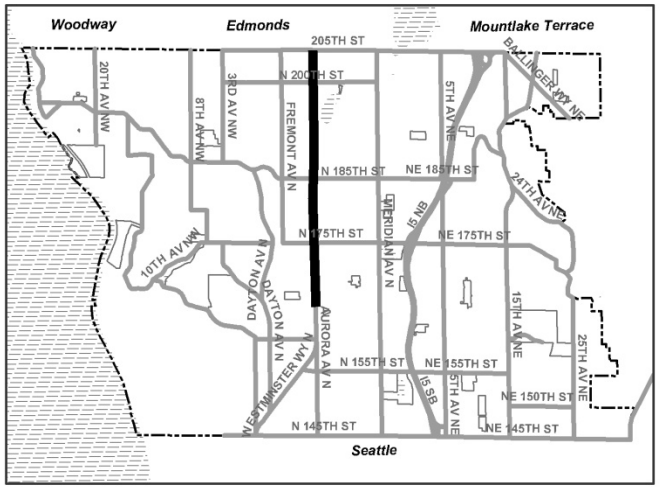
Service Impact:

This program reduces annual maintenance costs of each signal. Improved signal operation reduces driver delay, and can also improve the level of service.

Org Key: 2915228 J.L. # ST111400 Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration	$85,754	$12,026	$12,026	$44,019	$12,108	$10,500	$10,750	$11,000	$11,000	$99,377	$197,157
Real Estate Acquisition											
Construction	$569,534	$108,232	$108,232	$426,612	$108,976	$89,500	$89,250	$89,000	$89,000	$892,338	$1,570,104
Total Project Expenditures	**$655,288**	**$120,258**	**$120,258**	**$470,631**	**$121,084**	**$100,000**	**$100,000**	**$100,000**	**$100,000**	**$991,715**	**$1,767,261**
Revenue Sources:											
Highway Safety Improvements Program				$350,000							$350,000
Roads Capital Fund	$655,288	$120,258	$120,258	$120,631	$121,084	$100,000	$100,000	$100,000	$100,000	$641,715	$1,417,261
Total Project Revenues	**$655,288**	**$120,258**	**$120,258**	**$470,631**	**$121,084**	**$100,000**	**$100,000**	**$100,000**	**$100,000**	**$641,715**	**$1,767,261**
Impact on Operating Budget											

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration		Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4
Real Estate Acquisition								
Construction		Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4

AURORA CORRIDOR IMPROVEMENT PROJECT (N 165TH Street to N 205th Street)



Project Description: This project begins at N 165th Street and extends to N 205th Street. The project scope of work includes adding Business Access and Transit (BAT) lanes, curbs, gutters, landscaping/street furnishings, sidewalks on both sides. The project adds a landscaped center median safety zone with left turn and U-turn provisions, interconnects traffic signals which also include pedestrian crosswalks, improves transit stops with new shelters and new street lighting, places overhead utility lines underground and improves the existing storm water drainage system. Improvements at major intersections to enhance east-west traffic flow will also be included in the project. This project has been broken down into 3 different segments: Aurora Ave. N 165th to 185th , Aurora Ave. N 185th to 192nd and Aurora Ave. N 192nd to 205th.

Service Impact:

This project will improve the safety and mobility of pedestrians, transit users, people with disabilities, and drivers along Aurora Avenue from N 165th Street to N 205th Street. Additionally, the project will improve the economic development potential, enhance the livability of adjacent neighborhoods, and support the City's Comprehensive Plan.

Aurora Avenue North 192nd - 205th

Org Key: 2918161 JL. # Multiple Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration	$2,606,855	$1,338,940	$2,012,854	$1,771,400	$1,741,792	$357,429				$3,870,621	$8,490,330
Real Estate Acquisition	$286,782	$3,510,823	$6,544,053								$6,830,835
Construction		$193,147		$10,489,987	$10,529,987					$21,019,974	$21,019,974
Contingency		$2,000,000		$2,157,874	$2,157,874	$812,024				$5,127,772	$5,127,772
Total Project Expenditures	**$2,893,637**	**$7,042,910**	**$8,556,907**	**$14,419,261**	**$14,429,653**	**$1,169,453**				**$30,018,367**	**$41,468,911**
Revenue Sources:											
Roads Capital Fund	$315,613	$3,188,788	$204,567	$75,695	$912,939	$744,454				$1,733,088	$2,253,268
Federal - STP	$1,222,283	$712,123	$286,022	$438,113	$103,510					$541,623	$2,049,928
King County Metro	$86,430				$172,860					$172,860	$259,290
CMAQ	$90,172		$3,348,704	$2,237,713	$1,861,965	$383,999				$4,483,677	$7,922,553
Federal Transit Administration (FTA)	$16,620	$1,826,677									$16,620
Transportation Improvement Board	$276,005	$173,648	$864,263	$3,330,365	$4,029,367					$7,359,732	$8,500,000
Utility Reimbursements	$133,376	$64,252	$94,236	$3,060,913	$3,060,913					$6,121,826	$6,349,438
Regional Mobility	$753,138		$3,759,115	$995,586	$850,000					$1,845,586	$6,357,839
FTA - Rapid Ride				$3,659,666	$1,140,334					$4,800,000	$4,800,000
DOE					$740,386	$41,000				$781,386	$781,386
Highway Safety Improvement Program (HSIP)				$621,210	$1,557,379					$2,178,589	$2,178,589
Future Grants (RTID, Metro, TIB, TCSP, Federal direct allocation)		*$1,077,422*									
Total Project Revenues	**$2,893,637**	**$7,042,910**	**$8,556,907**	**$14,419,261**	**$14,429,653**	**$1,169,453**				**$30,018,367**	**$41,468,911**
Impact on Operating Budget						**$ 70,759**	**$ 114,841**	**$ 114,964**	**$ 115,009**		

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration		Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4			
Real Estate Acquisition		Q1 Q2 Q3 Q4	Q1					
Construction		Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1			

AURORA CORRIDOR IMPROVEMENT PROJECT (N 165TH Street to N 205th Street)

Aurora Avenue North 165th - 185th

Org Key: 2918161 J.L. # Multiple Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration	$11,332,580	$937,233	$657,860								$11,990,440
Real Estate Acquisition	$13,120,652		$25,314								$13,145,966
Construction	$21,933,018	$1,446,683	$821,781								$22,754,799
Contingency			$645,200								$645,200
Total Project Expenditures	**$46,386,250**	**$2,383,916**	**$2,150,155**								**$48,536,405**
Revenue Sources:											
Roads Capital Fund	$2,136,735	$171,088	$495,643								$2,632,378
Federal - STP	$11,846,305	$2,212,828	$1,236,641								$13,082,946
New Transportation Partnership Act (TPA) Funds	$9,996,130										$9,996,130
Surface Water Funds	$1,000,000										$1,000,000
Nickel Fund	$2,100,000										$2,100,000
In-Lieu Funds	$223,048										$223,048
Transportation Improvement Board	$4,719,155										$4,719,155
King County Metro	$2,014,774										$2,014,774
Federal - Safetea-Lu	$1,439,839										$1,439,839
State Regional Mobility Transit Grant	$2,500,000										$2,500,000
Highway Safety Improvement Program (HSIP)	$1,000,000										$1,000,000
Urban Vitality	$899,989		$100,011								$1,000,000
Transportation and Community System Preservatior	$444,600										$444,600
Federal Transit Administration (FTA)	$133,480										$133,480
Utility Reimbursements	$5,932,195		$317,860								$6,250,055
Total Project Revenues	**$46,386,250**	**$2,383,916**	**$2,150,155**								**$48,536,405**
Impact on Operating Budget				**$ 160,822**	**$ 161,433**	**$ 161,511**	**$ 161,527**	**$ 161,699**	**$ 161,762**		

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration		Q1 Q2 Q3 Q4						
Real Estate Acquisition		Q2						
Construction		Q1 Q2						

Aurora Avenue North 185th - 192nd

Org Key: 2918161 J.L. # Multiple Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration	$5,302,053	$184,159	$518,807								$5,820,860
Real Estate Acquisition	$565,495		$1,500								$566,995
Construction	$7,796,732	$4,619,636	$1,912,040								$9,708,772
Contingency		$88,249									
Total Project Expenditures	**$13,664,280**	**$4,892,044**	**$2,432,347**								**$16,096,627**
Revenue Sources:											
Roads Capital Fund	$2,551,372	$4,892,044	$1,120,191								$3,671,563
Federal - STP	$336,945		$795,338								$1,132,283
New Transportation Partnership Act (TPA) Funds	$3,871										$3,871
Surface Water Funds	$300,000										$300,000
Transportation Improvement Board	$5,499,988										$5,499,988
King County Metro	$44,023		$122,194								$166,217
Federal - Safetea-Lu	$740,694		$159,205								$899,899
State Regional Mobility Transit Grant	$1,000,000										$1,000,000
Federal Transit Administration (FTA)	$250,029		$34,496								$284,525
CMAQ	$1,000,000										$1,000,000
DOE Grant	$441,360		$182,883								$624,243
Utility Reimbursements	$1,495,998		$18,040								$1,514,038
Total Project Revenues	**$13,664,280**	**$4,892,044**	**$2,432,347**								**$16,096,627**
Impact on Operating Budget				**$ 49,219**	**$ 49,406**	**$ 49,430**	**$ 49,435**	**$ 49,488**	**$ 49,507**		

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration		Q1 Q2						
Real Estate Acquisition								
Construction		Q1						

HIDDEN LAKE BRIDGE

Project Description:

Hidden Lake Bridge No. 167 C, located on 10th Ave NW at Innis Arden Way was built in 1931 and is showing signs of deterioration and is in need of rehabilitation or replacement. The Bridge Sufficiency Rating from the 2010 inspection is 51.3 which should make the bridge eligible for bridge repair/rehabilitation funding through WSDOT. This project is to conduct an evaluation and alternative analysis including cost estimates that could be used to apply for a grant in 2014.

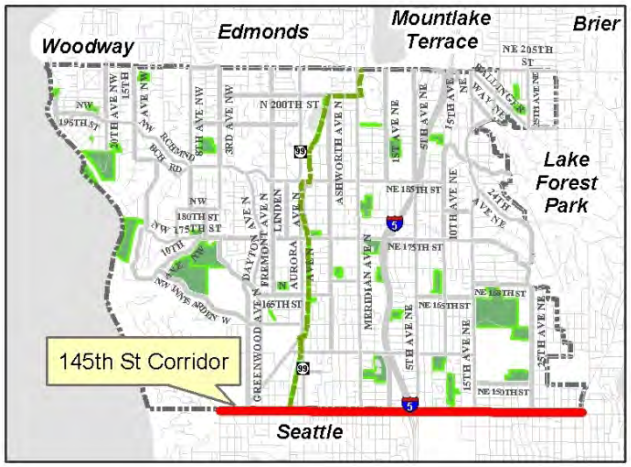
Service Impact:

This project will result in eventual rehabilitation or replacement of the bridge and protect the use of 10th Ave NW for pedestrian and vehicular use.

Org Key: NEW J.L. # NEW Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration				$100,000	$50,000					$150,000	$150,000
Real Estate Acquisition											
Construction											
Total Project Expenditures				**$100,000**	**$50,000**					**$150,000**	**$150,000**
Revenue Sources:											
Roads Capital Fund				$100,000	$50,000					$150,000	$150,000
Total Project Revenues				**$100,000**	**$50,000**					**$150,000**	**$150,000**
Impact on Operating Budget											

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration			Q2 Q3 Q4	Q1 Q2				
Real Estate Acquisition								
Construction								

ROUTE DEVELOPMENT PLAN (RDP) for the 145TH CORRIDOR



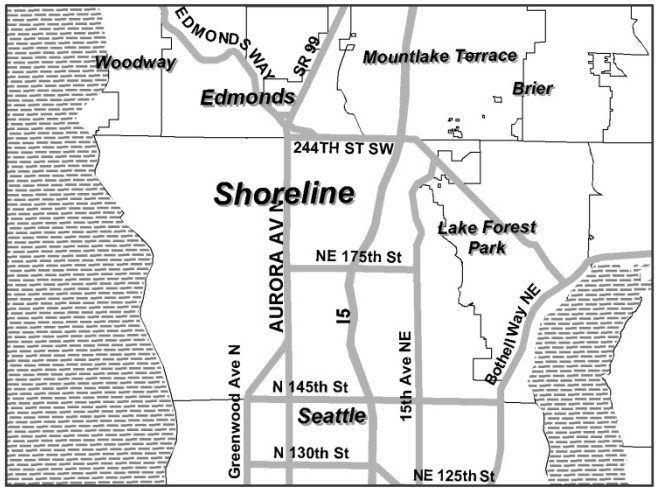
Project Description:
This project is to perform a multi-modal corridor study of 145th Street (SR 523) from Bothell Way NE (SR 522) to 3rd Ave NW. This work will be in conjunction with the City of Seattle, the Washington State Department of Transportation, King County, Metro Transit and Sound Transit to evaluate the future transportation needs for this corridor. The study will include an examination of safety, traffic, transit and non-motorized needs resulting from anticipated changes in the area such as growth, location of light rail station(s) and regional tolling. The City of Shoreline will lead the study. The process will include traffic analysis, developing a base map, guiding the five agencies and public toward a design proposal, costing the various sections of the corridor and helping to generate priorities for funding and implementation.

Service Impact:
This project will bring together the City of Seattle; WSDOT; King County; Metro; Sound Transit; and the City of Shoreline to identify and evaluate the future transportation needs for the 145th Corridor to provide a safe, efficient and effective infrastructure.

Org Key: NEW J.L. # NEW Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration				$150,000	$100,000					$250,000	$250,000
Real Estate Acquisition											
Construction											
Total Project Expenditures				**$150,000**	**$100,000**					**$250,000**	**$250,000**
Revenue Sources:											
Roads Capital Fund				$150,000	$100,000					$250,000	$250,000
Total Project Revenues				**$150,000**	**$100,000**					**$250,000**	**$250,000**
Impact on Operating Budget											

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration			Q2 Q3	Q1 Q2 Q3				
Real Estate Acquisition								
Construction								

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.

Org Key: 2913063 J.L. # n/a Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration	$1,221,064	$124,020	$124,516	$181,226	$249,120	$266,959	$291,014	$300,639	$300,639	$1,589,597	$2,935,177
Real Estate Acquisition											
Construction											
Total Project Expenditures	**$1,221,064**	**$124,020**	**$124,516**	**$181,226**	**$249,120**	**$266,959**	**$291,014**	**$300,639**	**$300,639**	**$1,589,597**	**$2,935,177**
Revenue Sources:											
Roads Capital Fund	$1,221,064	$124,020	$124,516	$181,226	$249,120	$266,959	$291,014	$300,639	$300,639	$1,589,597	$2,935,177
Total Project Revenues	**$1,221,064**	**$124,020**	**$124,516**	**$181,226**	**$249,120**	**$266,959**	**$291,014**	**$300,639**	**$300,639**	**$1,589,597**	**$2,935,177**
Impact on Operating Budget											

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration		Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4
Real Estate Acquisition								
Construction								

CITY OF SHORELINE

Projects to be completed in current year

(2012)

BRIARCREST SAFE ROUTES TO SCHOOL

Project Description:

Utilizing a state grant for Safe Routes to Schools, sidewalks will be constructed serving Briarcrest Elementary. More specifically, a sidewalk will be constructed on the south side of NE 158th from 25th Ave NE to the school. This section also serves Shorecrest High School and Kellogg Middle School. Sidewalks will also be installed on the east side of 27th Ave NE from NE 150th to NE 155th and on NE 155th from 27th Ave NE to the backside of the school. This project will work in cooperation with the Shoreline School District.

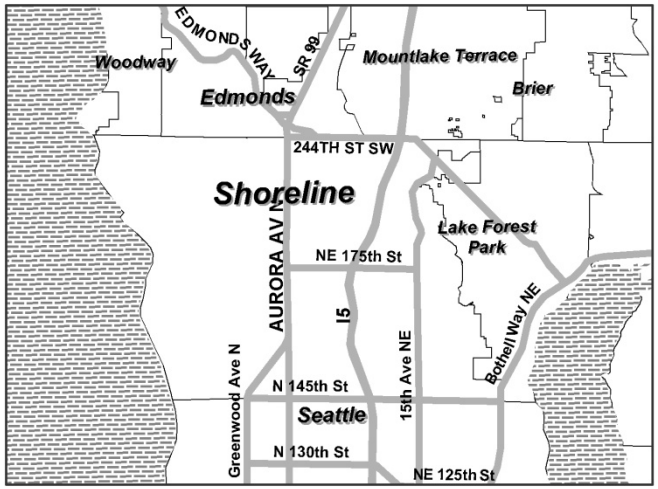
Service Impact:

Enhance pedestrian safety near schools, parks, and bus lines.

Org Key: 2914290 J.L. # ST257700 Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration	$13,496	$98,000	$80,904								$94,400
Real Estate Acquisition											
Construction		$327,000	$463,100								$463,100
Total Project Expenditures	**$13,496**	**$425,000**	**$544,004**								**$557,500**
Revenue Sources:											
Safe Routes to School		$385,000	$385,000								$385,000
Shoreline School District		$23,000	$23,000								$23,000
Roads Capital Fund	$13,496	$17,000	$136,004								$149,500
Total Project Revenues	**$13,496**	**$425,000**	**$544,004**								**$557,500**
Impact on Operating Budget				**$ 83**	**$ 85**	**$ 87**	**$ 90**	**$ 92**	**$ 95**		

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration		Q1 Q2 Q3						
Real Estate Acquisition								
Construction		Q3 Q4						

SIDEWALKS – PRIORITY ROUTES



Project Description:

In 2006, a 6-year program was established to construct pedestrian enhancements along priority routes identified in the Transportation Master Plan (TMP). In 2011, the Transportation Master Plan and the sidewalk network was re-evaluated and priorities re-established. Priorities continue to primarily provide access to schools, parks and other community type facilities. The TMP also identified "gaps" between existing sidewalks that should be constructed to fill-in and connect the larger transportation network.

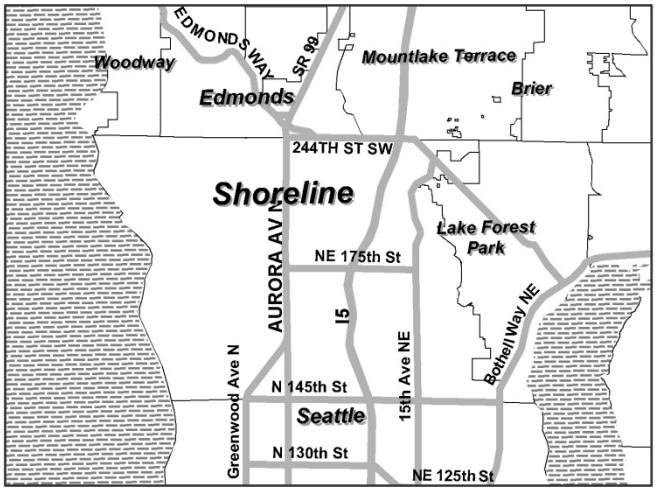
Service Impact:

Enhance pedestrian safety near schools, parks, and bus lines.

Org Key: 2914221 J.L. # ST110700 Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration	$1,155,003	$160,000	$105,500								$1,260,503
Real Estate Acquisition	$1,143										$1,143
Construction	$1,365,068	$350,500	$320,000								$1,685,068
Total Project Expenditures	**$2,521,214**	**$510,500**	**$425,500**								**$2,946,714**
Revenue Sources:											
In-Lieu of Sidewalk Fees	$640,114										$640,114
Roads Capital Fund	$1,881,100	$510,500	$425,500								$2,306,600
Total Project Revenues	**$2,521,214**	**$510,500**	**$425,500**								**$2,946,714**
Impact on Operating Budget				**$ 8,199**	**$ 9,486**	**$ 8,609**	**$ 9,966**	**$ 9,054**	**$ 10,196**		

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration		Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4					
Real Estate Acquisition								
Construction		Q4	Q3 Q4					

TRANSPORTATION MASTER PLAN UPDATE



Project Description:

This project will undertake a comprehensive analysis and update of the Transportation Master Plan. The update will include: developing stand-alone pedestrian and bicycle system plans with implementation priorities; 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; development of a transportation model/forecasting system to ensure adequate capacity at intersections; and integration of all transportation and design needs into a master street and right-of-way plan.

Service Impact:

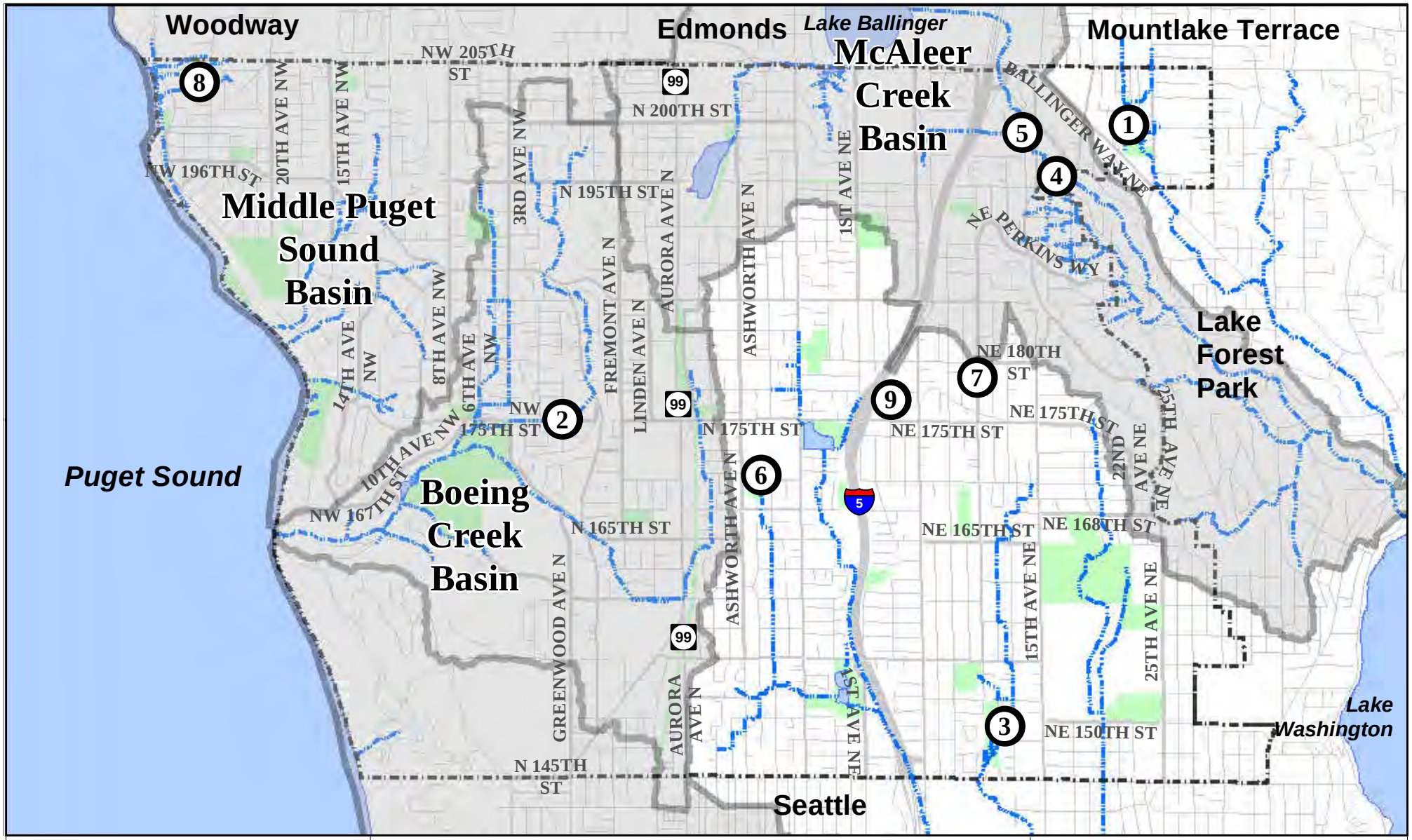
This project will improve development review, project design, and maintenance programs.

Org Key: 2915164 J.L. # ST106100 Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration	$264,898	$60,723	$60,723								$325,621
Real Estate Acquisition											
Construction											
Total Project Expenditures	**$264,898**	**$60,723**	**$60,723**								**$325,621**
Revenue Sources:											
Roads Capital Fund	$264,898	$60,723	$60,723								$325,621
Total Project Revenues	**$264,898**	**$60,723**	**$60,723**								**$325,621**
Impact on Operating Budget											

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration		Q1						
Real Estate Acquisition								
Construction								

SURFACE WATER UTILITY FUND

SURFACE WATER UTILITY FUND SUMMARY



City of Shoreline
2012-2018 Surface Water Capital Improvement Plan

N W E S

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

Date: 8/27/2012

Project Location
Basin Plan
City Limits
Stream
Park

1: Ballinger Creek Drainage Study
2: Boeing Creek Basin Plan
3: Culvert Replacement near 14849 12th Ave NE
4: McAleer Creek Basin Plan
5: Goheen Revetment Repair
6: Meridian Park Wetland Drainage Improvement
7: North Fork Thornton Creek LID Stormwater Retrofit
8: Puget Sound Basin Drainage Plan
9: Pump Station 25

CITYWIDE IMPROVEMENTS
Stormwater Pipe Replacement Program
Stream and Habitat Restoration Program
Surface Water Capital Engineering
Surface Water Management Greenworks Projects
SWM Master Plan Update and Rate Study
SWM Infrastructure Inventory and Assessment
Surface Water Small Projects

City of Shoreline 2013 - 2018 Capital Improvement Plan
Program Summary
Surface Water Utility Fund

Creek Basin	Project	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
	Proposed Utility Rate Increase		**2.5%**	**2.5%**	**3.0%**	**3.0%**	**3.0%**	**4.0%**	**5.0%**	**5.0%**		
	SWM Rate - Residential-Single Family Home Annual Fee		**$133**	**$133**	**$137**	**$141**	**$146**	**$152**	**$160**	**$168**		
	Expenditures											
	REPAIR AND REPLACEMENT											
	Basin Planning											
Lyons	Ballinger Creek Drainage Study (Lyons Creek Basin)				$80,000	$130,000					$210,000	$210,000
MacAleer	McAleer Creek Basin Plan				$50,000	$400,000					$450,000	$450,000
	Puget Sound Drainages Basin Plan						$200,000				$200,000	$200,000
	Flood Protection/Drainage Improvement											
Thornton	Culvert Replacement Near 14849 12th Ave NE		$170,600							$212,000	$212,000	$212,000
	Goheen Revetment Repair				$100,000	$300,000					$400,000	$400,000
	Stormwater Pipe Replacement Program				$300,000	$200,000	$200,000	$200,000	$200,000	$225,000	$1,325,000	$1,325,000
Multiple	Surface Water Small Projects	$1,978,370	$200,000	$257,703	$200,000	$100,000	$100,000	$100,000	$100,000	$100,000	$700,000	$2,936,073
	Water Quality											
Thornton	North Fork Thornton Creek LID Stormwater Retrofit	$1,966	$245,034	$245,034	$593,000						$593,000	$840,000
Multiple	Surface Water Management Green Works Projects	$153,388	$259,731	$259,731	$200,000	$100,000	$100,000	$100,000	$100,000	$100,000	$700,000	$1,113,119
	NON-PROJECT SPECIFIC											
	General Fund Cost Allocation Overhead Charge	$812,119	$205,285	$205,285	$150,000	$150,000	$78,000	$55,000	$65,000	$65,000	$563,000	$1,580,404
	Maintenance Facility Debt Service					$230,000	$230,000	$230,000	$230,000	$230,000	$1,150,000	$1,150,000
	Surface Water Capital Engineering	$1,466,971	$174,186	$174,186	$194,100	$205,000	$217,000	$230,000	$244,000	$258,000	$1,348,100	$2,989,257
	Projects to be completed in Current Year (2012)											
Boeing Boe	n g Creek and Storm Creek Basin Plans	$76,988	$303,012	$303,012								$380,000
	Meridian Park Wetland Drainage Improvement	$3,670	$339,650	$339,330								$343,000
Thornton	Pump Station No. 25	$71,911	$464,692	$478,498								$550,408
Multiple	Stream and Habitat Restoration Program	$259,415	$100,000	$100,000								$359,415
	SWM Infrastructure Inventory and Assessment	$69,557	$280,443	$283,189								$352,746
	SWM Master Plan Update and Rate Study	$169,469	$80,531	$80,531								$250,000
	Total Expenditures by Year	**$5,063,824**	**$2,823,164**	**$2,726,499**	**$1,867,100**	**$1,815,000**	**$1,125,000**	**$915,000**	**$939,000**	**$1,190,000**	**$7,851,100**	**$15,641,422**
	Revenues											
	Interest Income		$29,693	$15,690	$7,402	$16,459	$15,403	$14,004	$14,426	$15,917	$83,610	$99,300
	Department of Ecology Stormwater Retrofit Grant		$195,000	$195,000	$435,000						$435,000	$630,000
	King County Flood Zone District Opportunity Fund		$95,404	$206,874	$80,000	$80,000	$80,000	$80,000	$80,000	$80,000	$480,000	$686,874
	Total Revenues by Year		**$320,097**	**$417,564**	**$522,402**	**$96,459**	**$95,403**	**$94,004**	**$94,426**	**$95,917**	**$998,610**	**$1,416,174**
	Beginning Fund Balance		**$2,991,868**	**$3,745,825**	**$2,467,280**	**$1,828,826**	**$810,684**	**$500,131**	**$480,855**	**$530,558**	**$2,467,280**	
	Total Capital Revenues		**$320,097**	**$417,564**	**$522,402**	**$96,459**	**$95,403**	**$94,004**	**$94,426**	**$95,917**	**$998,610**	
	Total Operating Revenues		**$3,233,639**	**$3,433,538**	**$3,306,374**	**$3,405,565**	**$3,507,732**	**$3,648,042**	**$3,830,444**	**$4,021,966**	**$21,720,123**	
	Total Capital Expenditures		**$2,823,164**	**$2,726,499**	**$1,867,100**	**$1,815,000**	**$1,125,000**	**$915,000**	**$939,000**	**$1,190,000**	**$7,851,100**	
	Total Operating Expenditures		**$2,136,426**	**$2,058,717**	**$2,255,699**	**$2,360,736**	**$2,444,257**	**$2,501,890**	**$2,591,735**	**$2,644,855**	**$14,799,174**	
	Debt Service		**$344,431**	**$344,431**	**$344,431**	**$344,431**	**$344,431**	**$344,431**	**$344,431**	**$344,431**	**$2,066,586**	
	Ending Fund Balance		**$1,241,583**	**$2,467,280**	**$1,828,826**	**$810,684**	**$500,131**	**$480,855**	**$530,558**	**$469,154**	**$469,154**	
	Minimum Working Capital		**$372,129**	**$360,472**	**$390,020**	**$405,775**	**$418,303**	**$426,948**	**$440,425**	**$448,393**		
	Variance above Minimum Working Capital		**$869,454**	**$2,106,808**	**$1,438,807**	**$404,909**	**$81,828**	**$53,907**	**$90,133**	**$20,761**		

SURFACE WATER UTILITY FUND SUMMARY

Types of Projects

In the Surface Water Utility Fund, projects are categorized as Basin Planning Projects, Flood Protection/Drainage Improvement Projects, Water Quality Projects or Stream and Habitat Restoration Projects. Funding for these projects is provided from an allocation of surface water fees or grants such as King County Flood Zone District Opportunity or Department of Ecology Stormwater Retrofit.

Estimated 2012 Status

The following table summarizes the financial projections of the budgeted and projected capital expenditures for the Surface Water Utility Fund for 2012. More specific information is found on the individual project sheets following this summary.

Project	2012 Budget	2012 Projected	2012 Variance	Comments
Expenditures				
Basin Planning				
Boeing Creek and Storm Creek Basin Plans	$303,012	$303,012	$0	
Flood Protection				
Culvert Replacement Near 14849 12th Ave NE	$170,600	$0	($170,600)	Start of project delayed to 2013
Pump Station No. 25	$464,692	$478,498	$13,806	Construction costs higher than expected
Meridian Park Wetland Drainage Improvement	$339,650	$339,330	($320)	Costs lower than estimated
Surface Water Small Projects	$200,000	$257,703	$57,703	Construction costs for N 167th drainage higher than expected
North Fork Thornton Creek LID Stormwater Retrofit	$245,034	$245,034	$0	
Water Quality Facilities				
Surface Water Management Green Works Projects	$259,731	$259,731	$0	
Stream and Habitat Restoration				
Stream and Habitat Restoration Program	$100,000	$100,000	$0	
Non-Project Specific				
Surface Water Capital Engineering	$174,186	$174,186	$0	
SWM Master Plan Update and Rate Study	$80,531	$80,531	$0	
SWM Infrastructure Inventory and Assessment	$280,443	$283,189	$2,746	Final costs higher than expected
General Fund Cost Allocation Overhead Charge	$205,285	$205,285	$0	
Total Expenditures by Year	**$2,823,164**	**$2,726,499**	**($96,665)**	

Project	2012 Budget	2012 Projected	2012 Variance	Comments
Revenues				
Interest Income	$ 29,693	$ 15,690	($14,003)	Interest projection below estimates
Department of Ecology Stormwater Retrofit Grant	$ 195,000	$ 195,000	$0	
King County Flood Zone District Opportunity Fund	$ 95,404	$ 206,874	$111,470	Redistributed allocation to maximize grant
Total Revenues by Year	**$ 320,097**	**$ 417,564**	**$97,467**	
Beginning Fund Balance	**$2,991,868**	**$3,745,825**	**$753,957**	
Total Capital Revenues	**$320,097**	**$417,564**	**$97,467**	
Total Operating Revenues	**$3,233,639**	**$3,433,538**	**$199,899**	
Total Capital Expenditures	**$2,823,164**	**$2,726,499**	**($96,665)**	
Total Operating Expenditures	**$2,136,426**	**$2,058,717**	**($77,709)**	
Debt Service	**$344,431**	**$344,431**	**$0**	
Ending Fund Balance	**$1,241,583**	**$2,467,280**	**$1,225,697**	

*** drainage facilities on city property designed and built for road drainage, including retention ponds, are exempt.**

The 2013-2018 Surface Water Utility CIP totals $7.9 million. There are 10 projects approved for funding over this period.

Project	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018
Expenditures							
Basin Planning	$130,000	$530,000	$200,000				$860,000
Flood Protection/Drainage Improvement	$600,000	$600,000	$300,000	$300,000	$300,000	$537,000	$2,637,000
Water Quality	$793,000	$100,000	$100,000	$100,000	$100,000	$100,000	$1,293,000
Non-Project Specific	$344,100	$585,000	$525,000	$515,000	$539,000	$553,000	$3,061,100
Total Expenditures by Year	**$1,867,100**	**$1,815,000**	**$1,125,000**	**$915,000**	**$939,000**	**$1,190,000**	**$7,851,100**
Revenues	**$522,402**	**$96,459**	**$95,403**	**$94,004**	**$94,426**	**$95,917**	**$998,610**
Beginning Fund Balance	**$2,467,280**	**$1,828,826**	**$810,684**	**$500,131**	**$480,855**	**$530,558**	**$2,467,280**
Total Capital Revenues	**$522,402**	**$96,459**	**$95,403**	**$94,004**	**$94,426**	**$95,917**	**$998,610**
Total Operating Revenues	**$3,306,374**	**$3,405,565**	**$3,507,732**	**$3,648,042**	**$3,830,444**	**$4,021,966**	**$21,720,123**
Total Capital Expenditures	**$1,867,100**	**$1,815,000**	**$1,125,000**	**$915,000**	**$939,000**	**$1,190,000**	**$7,851,100**
Total Operating Expenditures	**$2,600,130**	**$2,705,167**	**$2,788,688**	**$2,846,321**	**$2,936,166**	**$2,989,286**	**$16,865,760**
Ending Fund Balance	**$1,828,826**	**$810,684**	**$500,131**	**$480,855**	**$530,558**	**$469,154**	**$469,154**
Impact on Operating Budget	**$49,406**	**$99,286**	**$124,914**	**$121,780**	**$147,838**	**$133,751**	

Changes from the 2012-2017 CIP

Changes to Existing Projects:

Ballinger Creek Drainage Study (Lyon's Creek): The funding for this project has increased from $150,000 to $210,000 to include stormwater pipe infrastructure condition assessment for future repair and replacement of stormwater pipes. The project timing has not changed.

Boeing Creek and Storm Creek Basin Plans: The funding and timing of this project has not changed.

Boeing Creek Reach 1 and 8 – Bank Stabilization: This project has been eliminated.

Culvert Replacement near 14849 12th Ave. NE: The funding of this project has not changed. The timing of this project has been moved from 2012 to 2018 based on other project priorities.

McAleer Creek Basin Plan: The funding for this project has increased from $200,000 to $450,000 to include stormwater pipe infrastructure condition assessment for future repair and replacement of stormwater pipes. The timing of this project has been moved from 2013 to 2014.

Puget Sound Drainages Basin Plan: The funding for this project has increased from $150,000 to $200,000 to include stormwater pipe infrastructure condition assessment for future repair and replacement of stormwater pipes. The timing of this project has not changed.

Meridian Park Wetland Enhancement/Drainage Improvement: The funding and timing of this project has not changed.

North Fork LID Stormwater Retrofit Project: The funding and timing of this project has not changed.

Pump Station No. 25: The funding for this project has increased from $536,601 to $550,408 based on actual costs.. The timing of this project has not changed.

Stream and Habitat Restoration Program: This project has been eliminated and combined with Surface Water Managements Green Works Projects. Since both projects elements are similar in nature, with regards to water quality, goals and habitat restoration it seemed appropriate to combine them at this time.

Surface Water Engineering: Includes the addition of funding for projects in 2018.

Surface Water Management (SWM) Green Works Projects: Includes the addition of funding for projects in 2018 and a reduction in the yearly allocation of funds in all years.

Surface Water Management (SWM) Master Plan Update and Rate Study: The funding and timing of this project has not changed.

Surface Water Small Projects: Includes the addition of funding for projects in 2018 and a reduction in the yearly allocation of funds in all years since we are seeing less isolated flooding projects and more nuisance flooding.

Surface Water Management (SWM) Infrastructure Inventory and Assessment: This project funding has decreased from $525,000 to $352,746. The amount reduced has been allocated within the different basin planning projects. The project has been combined with Basin Planning since this element is part of the scope of all basin studies. The timing of this project has been moved from 2013 to 2012.

New Projects:

Goheen Revetment Repair: The revetment is located on McAleer Creek. This project is to repair over 60-ft of a failing bank protection revetment located in a City drainage easement on the Goheen property. This project is scheduled to be completed in 2014.

Stormwater Pipe Replacement: This program will replace failing infrastructure identified in the asset inventory and condition assessment program of the City's basins. This would replace pipes that have been determined to have major structural or maintenance deficiencies. This is an ongoing program.

Policy Issues

Minimum Working Capital: Fund Balance reserve needs to be maintained at 15% to 25% of operating expenditures. The proposed 2013-2018 CIP meets that goal.

Master Plans: This Capital Improvement Plan includes all of the surface water projects recommended in the Surface Water Master Plan that can currently be funded.

Surface Water Fees: The 2013-2018 CIP assumes that surface water rates will be increased in 2013 by 3%, and will increase 3% annually from 2014 through 2015, 4% in 2016 and 5% from 2017 through 2018. This equates to an annual increase of $4.00 for a single family residential home in 2013. Future rate analysis will be required as basin plans are completed and the City Council makes policy decisions regarding the level of capital improvements implemented.

King County Flood Zone Taxes: In 2008, King County began assessing a $0.05 per $1,000 assessed valuation property tax for the purpose of addressing flooding issues throughout the County. There has been a recommendation from King County Flood Control District Advisory Committee to the King County Council to distribute these funds back to cities based on a distribution formula. The annual distribution is estimated at $80,000.

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
UNDERFUNDED		
Stormwater Pipe Replacement Program	Replacement of structurally and maintenance deficient stormwater pipes identified during the stormwater pipe infrastructure condition assessment program.	$2,500,000
UNFUNDED		
Ballinger Creek Stormwater Wetland	This is a flood control and water quality project to reduce high downstream flows in Ballinger Creek that cause erosion and flooding. The project would include the construction of a stormwater wetland that would improve water quality and detain high flows.	$1,500,000
Ballinger Creek Stream Enhancement	This project is an enhancement of the stream channel in Bruggers Bog Park. This enhancement would include channel widening, bank stabilization, installation of large woody debris for habitat, and riparian plantings.	$400,000
AQ8. Weed Choked Meridian Creek	Construct better-defined stream channel, add large woody debris, gravel, and stabilize banks. Replant with native wetland vegetation. Priority 2	$278,000
Storm Creek Basin Drainage Improvement Project	Allocation for projects identified in the Storm Creek Basin Plan Study	$300,000

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Surface Water Utility Fund

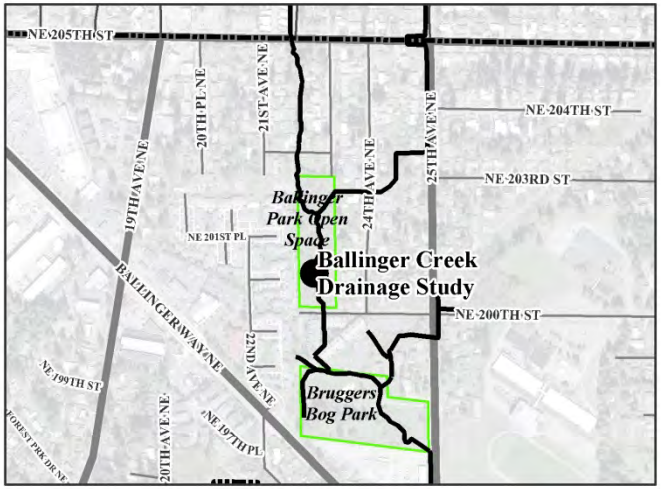
Projects

2013-2018 Capital Improvement Plan

Category	Strategic Objective	Desired Community Condition	Project	Comp Plan Goal	Master Plan Project ID
REPAIR & REPLACEMENT					
Basin Planning	Quality Services, Facilities and Infrastructure and Safe, Healthy, and Sustainable Environment	Residents and businesses are safe from flooding and surface water quality meets/exceeds state and federal standards	Ballinger Creek Drainage Study (Lyons Creek Basin)	LU XVII	n/a
			Boeing Creek and Storm Creek Basin Plans	LU XVIII	F-2b
			McAleer Creek Basin Plan Puget Sound Drainages Basin Plan	LU XVII	n/a
Flood Protection / Drainage Improvement			Culvert Replacement Near 14849 12th Ave NE	LU XVIII	
			Goheen Revetment Repair	LU XVIII	
			Meridian Park Wetland Drainage Improvement	LU XVII	
			Pump Station No. 25	U II	F-2e
			Surface Water Small Projects	CF I	F-15
			Stormwater Pipe Replacement Program	LU XVII	n/a
Stream and Habitat Restoration	Safe, Healthy and Sustainable Environment	Surface Water quality meets/exceeds state and federal standards	Stream and Habitat Restoration Program	U II	H-3
Water Quality	Quality Services, Facilities and Infrastructure and Safe, Healthy, and Sustainable Environment	Residents and businesses are safe from flooding and surface water quality meets/exceeds state and federal standards	North Fork Thornton Creek LID Stormwater Retrofit	LU XVII	n/a
	Safe, Healthy and Sustainable Environment	Surface Water quality meets/exceeds state and federal standards	Surface Water Management Green Works Projects	CF I	
Non-Project Specific	Quality Services, Facilities and Infrastructure and Safe, Healthy, and Sustainable Environment	Residents and businesses are safe from flooding and surface water quality meets/exceeds state and federal standards	SWM Infrastructure Inventory and Assessment	LU XVII	n/a
	Quality Services, Facilities and Infrastructure	Residents and businesses are safe from flooding	SW CIP Project Formulation and Engineering	U II	F-14
			SWM Master Plan Update and Rate Study		n/a

Comprehensive Plan Goal	Description
CF I	Provide adequate public facilities that address past deficiencies and anticipate the needs of growth through acceptable levels of service, prudent use of fiscal resources, and realistic timelines.
LU XVII	Manage the storm and surface water system through a combination of engineered solutions and the preservation of natural systems in order to: • Provide for public safety • Prevent property damage • Protect water quality • Preserve and enhance fish and wildlife habitat, and critical areas • Maintain a hydrologic balance
LU XVIII	Preserve, protect, and, where feasible, restore wetlands, shorelines, surface water, and ground water for wildlife, appropriate human use, and the maintenance of hydrological and ecological processes.
U II	To facilitate the provision of appropriate, reliable utility services whether through City-owned and operated services, or other providers.

BALLINGER CREEK DRAINAGE STUDY (LYONS CREEK BASIN)



Project Description:

The goal of this drainage study is to develop policies and a set of actions to be completed in the watershed that will address flooding, fish habitat, and water quality problems in a comprehensive and affordable manner. This study will also include a stormwater pipe condition assessment to identify stormwater infrastructure for future repair and replacement and a flood plain delineation (where appropriate). The project area extends from the north at the City of Shoreline-Snohomish County border to the south at Ballinger Way NE (the Lake Forest Park Boundary). The primary goal will be to reduce creek flows in Ballinger Creek north of Ballinger Way that cause routine flooding on 25th Ave NE.

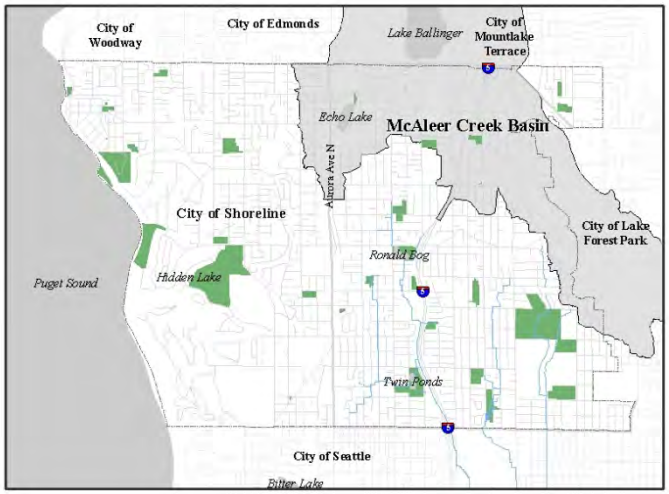
Service Impact:

Increase the service level to residents in the vicinity of Ballinger Creek.

Orgkey: 3023308 J.L.# SW115200 Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration				$80,000	$130,000					$210,000	$210,000
Real Estate Acquisition											
Construction											
Total Project Expenditures				**$80,000**	**$130,000**					**$210,000**	**$210,000**
Revenue Sources:											
Surface Water Capital Fund				$80,000	$130,000					$210,000	$210,000
Total Project Revenues				**$80,000**	**$130,000**					**$210,000**	**$210,000**
Impact on Operating Budget											

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration			Q4	Q1 Q2 Q3 Q4				
Real Estate Acquisition								
Construction								

MCALEER CREEK BASIN PLAN



Project Description:

The goal of the basin plan is to develop policies and a set of actions to be completed in the watershed that will address flooding, fish habitat, and water quality problems in a comprehensive and affordable manner. This study will also include a stormwater pipe condition assessment to identify stormwater infrastructure for future repair and replacement and a flood plain delineation (where appropriate). The project area extends from the Echo Lake Drainage down McAleer Creek to the City of Lake Forest Park boundary on McAleer Creek. The completion of this plan will coincide with the completion of the Ballinger Creek basin plan.

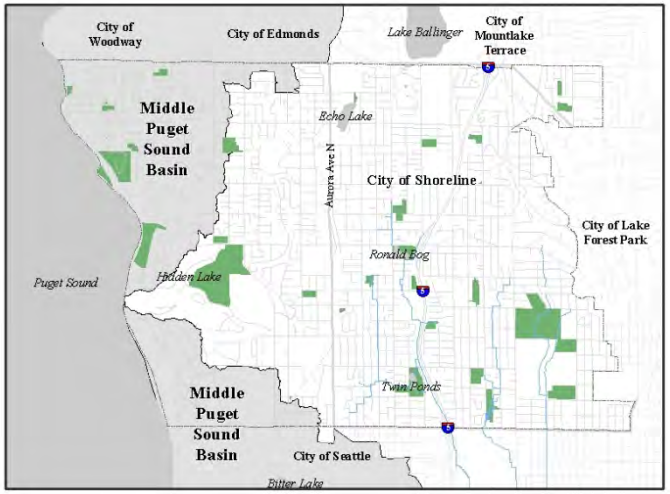
Service Impact:

Increase the service level to residents within the vicinity of Echo Lake and those Shoreline residents that live between Lake Ballinger and the Lake Forest Park city boundary.

Orgkey: 3023309 J.L.# SW115300 Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration				$50,000	$400,000					$450,000	$450,000
Real Estate Acquisition											
Construction											
Total Project Expenditures				**$50,000**	**$400,000**					**$450,000**	**$450,000**
Revenue Sources:											
Surface Water Capital Fund				$50,000	$400,000					$450,000	$450,000
Total Project Revenues				**$50,000**	**$400,000**					**$450,000**	**$450,000**
Impact on Operating Budget											

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration			Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4				
Real Estate Acquisition								
Construction								

PUGET SOUND DRAINAGES BASIN PLAN



Project Description:

The goal of the basin plan is to assess existing hydrologic, water quality, and habitat conditions; identify projects, programs and regulatory measures to improve drainage, water quality, stream and wetland habitat for the Puget Sound Drainages Basin. The study will also include a stormwater pipe condition assessment to identify stormwater infrastructure for future repair and replacement and a flood plain delineation (where appropriate).

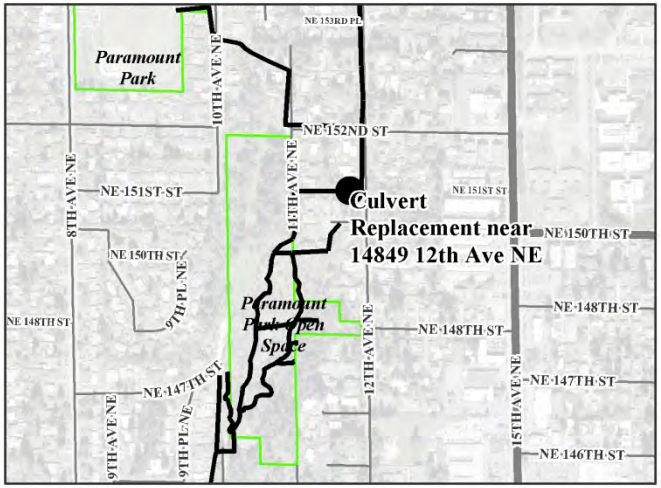
Service Impact:

Increase the service level to residents that live within the smaller drainages on the west side of the City that discharge directly into Puget Sound.

Orgkey: NEW J.L.# NEW Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration						$200,000				$200,000	$200,000
Real Estate Acquisition											
Construction											
Total Project Expenditures						**$200,000**				**$200,000**	**$200,000**
Revenue Sources:											
Surface Water Capital Fund						$200,000				$200,000	$200,000
Total Project Revenues						**$200,000**				**$200,000**	**$200,000**
Impact on Operating Budget											

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration					Q1 Q2 Q3 Q4			
Real Estate Acquisition								
Construction								

CULVERT REPLACEMENT NEAR 14849 12th AVENUE NE



Project Description:

The proposed solution for this flooding problem is to excavate the channel to improve capacity, using the recommendations in Alternative 2 of the *Preliminary Study of Flooding Problems at 14849 12th Avenue NE* (Otak 2001). Currently, the average channel slope is approximately 0 percent between 12th Avenue NE and the upstream end of the surface water management facility in Paramount Park. By excavating approximately 450 feet downstream from 12th Avenue NE, the channel slope could be increased to an average of 0.1 percent. Although this is not a salmonid-bearing stream reach, the improvements would include habitat-friendly improvements, including a small stream meander in the yards of 14849 and 15021 12th Avenue NE and plantings with native vegetation in the 35-foot Type IV stream buffer. Approximately 150 feet of rock wall will be maintained, and 150 additional feet of rock wall may be constructed, not immediately adjacent to the channel, but at the edge of the flood "bench" along the channel. This would require land acquisition or easements, as well as cooperation with the property owners. Finally, a 20-foot long by 8-foot wide by 5-foot deep sump is proposed at the exit of the culvert at 12th Avenue NE to allow for sedimentation; the sump would be cleaned out as necessary to prevent sedimentation in the channel between 12th Avenue NE and the surface water management facility in Paramount Park.

Service Impact:

Reduce the flooding and drainage problems that require continual monitoring and maintenance. In addition, there will be water quality benefits as a result of the stream enhancement.

Orgkey: 3023284 J.L.# SW256800 Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration									$29,400	$29,400	$29,400
Real Estate Acquisition											
Construction		$170,600							$182,600	$182,600	$182,600
Total Project Expenditures		**$170,600**							**$212,000**	**$212,000**	**$212,000**
Revenue Sources:											
Surface Water Capital Fund		$170,600							$212,000	$212,000	$212,000
Total Project Revenues		**$170,600**							**$212,000**	**$212,000**	**$212,000**
Impact on Operating Budget											

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration								
Real Estate Acquisition								
Construction								Q1 Q2 Q3 Q4

GOHEEN REVETMENT REPAIR

Project Description:

This project will repair over 60-ft of a failing bank protection revetment located in a City drainage easement on the Goheen property. The revetment is located on McAleer Creek.

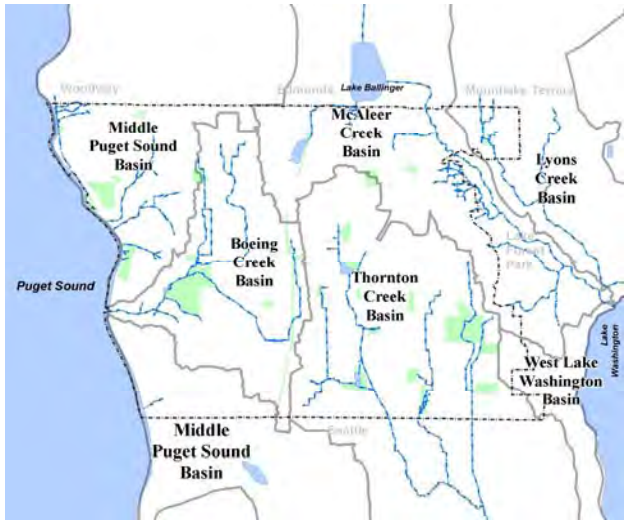
Service Impact:

Maintain existing storm facility infrastructure associated with drainage easements.

Orgkey: 3023304 J.L.# SW261100 Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration				$100,000	$75,000					$175,000	$175,000
Real Estate Acquisition											
Construction					$225,000						
Total Project Expenditures				**$100,000**	**$300,000**					$400,000	$400,000
Revenue Sources:											
Surface Water Capital Fund				$100,000	$300,000					$400,000	$400,000
Total Project Revenues				**$100,000**	**$300,000**					**$400,000**	**$400,000**
Impact on Operating Budget						**$ 3,118**	**$ 3,181**	**$ 2,968**	**$ 3,034**		

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration			Q1 Q2 Q3 Q4	Q1 Q2 Q3				
Real Estate Acquisition								
Construction				Q2 Q3				

STORMWATER PIPE REPLACEMENT PROGRAM



Project Description:

This program will replace failing infrastructure identified in the asset inventory and condition assessment program of the City's basins. This would replace pipes that have been determined to have major structural or maintenance deficiencies.

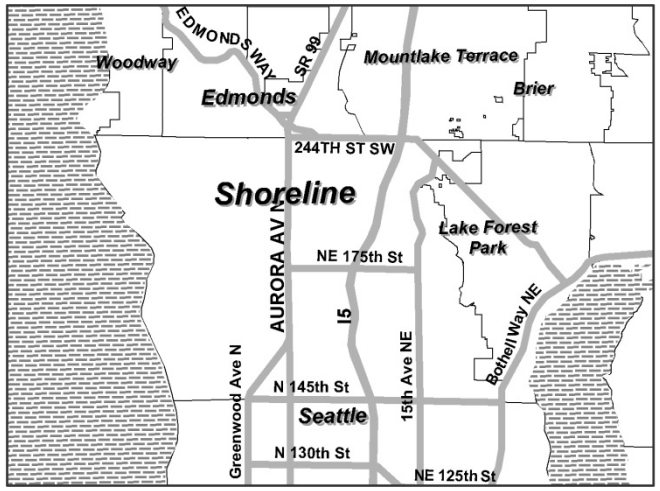
Service Impact:

Increase the service level to residents in the drainage basins where condition assessments have been completed as part of the basin planning program.

Orgkey: 3023305 J.L.# SW261200 Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration				$90,000	$60,000	$60,000	$60,000	$60,000	$67,500	$397,500	$397,500
Real Estate Acquisition											
Construction				$210,000	$140,000	$140,000	$140,000	$140,000	$157,500	$927,500	$927,500
Total Project Expenditures				**$300,000**	**$200,000**	**$200,000**	**$200,000**	**$200,000**	**$225,000**	**$1,325,000**	**$1,325,000**
Revenue Sources:											
Surface Water Capital Fund				$300,000	$200,000	$200,000	$200,000	$200,000	$225,000	$1,325,000	$1,325,000
Total Project Revenues				**$300,000**	**$200,000**	**$200,000**	**$200,000**	**$200,000**	**$225,000**	**$1,325,000**	**$1,325,000**
Impact on Operating Budget											

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
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								

SURFACE WATER SMALL PROJECTS



Project Description:

Under the direction of Surface Water and Environmental Services, small works drainage projects will be identified that provide for the construction of minor drainage improvements to reduce localized flooding or surface water-related problems at various locations throughout the city. Projects are identified through the City's customer request system and issues found in the field by City staff. Specific projects are identified by December 31st of any given year and are implemented in the following calendar year to the extent the resources are available.

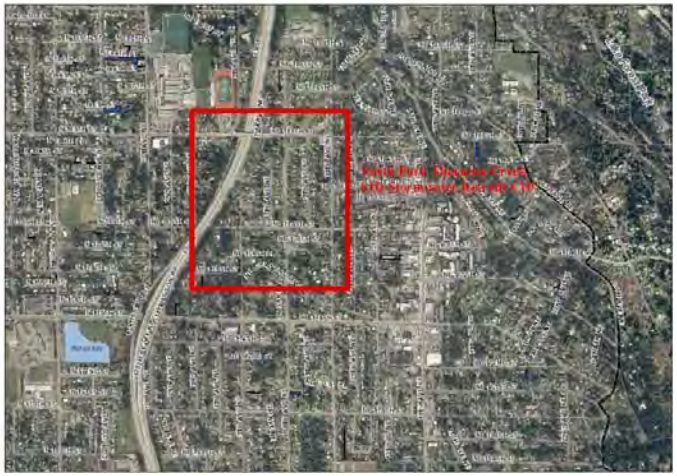
Service Impact:

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 cost-effective in resolving the problem.

Orgkey: 3017105 J.L.# SW100700 Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration	$641,995	$29,975	$29,975	$60,000	$30,000	$30,000	$30,000	$30,000	$30,000	$210,000	$881,970
Real Estate Acquisition											
Construction	$1,336,375	$170,025	$227,728	$140,000	$70,000	$70,000	$70,000	$70,000	$70,000	$490,000	$2,054,103
Total Project Expenditures	**$1,978,370**	**$200,000**	**$257,703**	**$200,000**	**$100,000**	**$100,000**	**$100,000**	**$100,000**	**$100,000**	**$700,000**	**$2,936,073**
Revenue Sources:											
King County Flood Zone District Opportunity	$59,327		$75,000								$75,000
Surface Water Capital Fund	$1,978,370	$200,000	$182,703	$200,000	$100,000	$100,000	$100,000	$100,000	$100,000	$700,000	$2,861,073
Total Project Revenues	**$1,978,370**	**$200,000**	**$257,703**	**$200,000**	**$100,000**	**$100,000**	**$100,000**	**$100,000**	**$100,000**	**$700,000**	**$2,936,073**
Impact on Operating Budget				**$ 1,296**	**$ 2,638**	**$ 4,031**	**$ 5,485**	**$ 7,000**	**$ 8,588**		

Project Time Line:	2012	2013	2014	2015	2016	2017	2018
Project Administration	Q1 Q4	Q1 Q4	Q1 Q4	Q1 Q4	Q1 Q4	Q1 Q4	Q1 Q4
Real Estate Acquisition							
Construction	Q2 Q3	Q2 Q3	Q2 Q3	Q2 Q3	Q2 Q3	Q2 Q3	Q2 Q3

NORTH FORK THORNTON CREEK LID STORMWATER RETROFIT



Project Description:

Installation of 2900 lineal feet of bioretention swales in the City's right-of-way in a residential sub-basin in the North Fork Thornton Creek watershed. The bioretention facilities will provide flow retention and water quality treatment for approximately 21 acres of the 158 acre sub-basin.

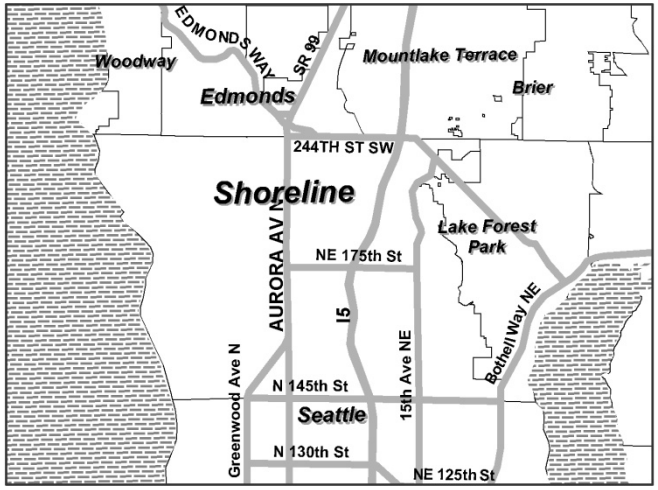
Service Impact:

Increase the service level to residents in the North City neighborhood

Orgkey: 3023295 JL.# SW258115 Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration	$1,966	$245,034	$245,034								$247,000
Real Estate Acquisition											
Construction				$593,000						$593,000	$593,000
Total Project Expenditures	**$1,966**	**$245,034**	**$245,034**	**$593,000**						**$593,000**	**$840,000**
Revenue Sources:											
Department of Ecology Stormwater Retrofit Grant	$1,323	$195,000	$195,000	$435,000						$435,000	$631,323
Surface Water Capital Fund	$643	$50,034	$50,034	$158,000						$158,000	$208,677
Total Project Revenues	**$1,966**	**$245,034**	**$245,034**	**$593,000**						**$593,000**	**$840,000**
Impact on Operating Budget					**$ 48,500**	**$ 49,101**	**$ 50,105**	**$ 51,156**	**$ 52,298**		

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration		Q1 Q2 Q3 Q4						
Real Estate Acquisition								
Construction			Q1 Q2 Q3 Q4					

SURFACE WATER MANAGEMENT GREEN WORKS PROJECTS



Project Description:

Green Works is an innovative approach to storm water management. These are small works projects directed at improving water quality and aquatic habitat. The water quality projects include the design and construction of low-impact development bio-retention facilities (i.e. rain gardens) that remove pollutants from stormwater through retention and infiltration. The aquatic habitat projects include those to improve and enhance aquatic habitats such as stream, wetland, and riparian corridors; these projects include culvert replacement, bank stabilization, riparian planting/invasive removal, etc.

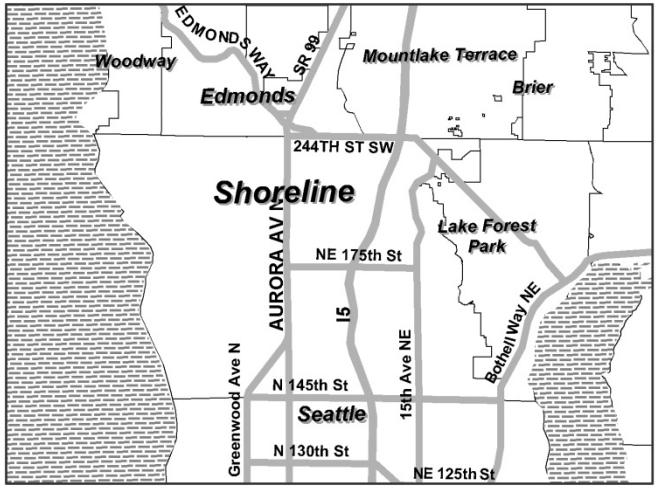
Service Impact:

Enhance water quality by removing pollutants from stormwater and creating new water quality facilities where none currently exist. In addition, the aquatic enhancements improve aquatic and riparian conditions for fish and wildlife in Shoreline's creeks and wetlands.

Orgkey: 3018277 J.L.# SW2559000 Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration	$32,395	$50,000	$50,000	$50,000	$30,000	$30,000	$30,000	$30,000	$30,000	$200,000	$282,395
Real Estate Acquisition											
Construction	$120,993	$209,731	$209,731	$150,000	$70,000	$70,000	$70,000	$70,000	$70,000	$500,000	$830,724
Total Project Expenditures	**$153,388**	**$259,731**	**$259,731**	**$200,000**	**$100,000**	**$100,000**	**$100,000**	**$100,000**	**$100,000**	**$700,000**	**$1,113,119**
Revenue Sources:											
Surface Water Capital Fund	$153,388	$259,731	$259,731	$200,000	$100,000	$100,000	$100,000	$100,000	$100,000	$700,000	$1,113,119
Total Project Revenues	**$153,388**	**$259,731**	**$259,731**	**$200,000**	**$100,000**	**$100,000**	**$100,000**	**$100,000**	**$100,000**	**$700,000**	**$1,113,119**
Impact on Operating Budget					**$ 2,136**	**$ 4,354**	**$ 6,664**	**$ 9,072**	**$ 11,593**		

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration		Q1 Q2	Q1 Q2	Q1 Q2	Q1 Q2	Q1 Q2	Q1 Q2	Q1 Q2
Real Estate Acquisition								
Construction		Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4

SURFACE WATER CAPITAL ENGINEERING



Project Description:

This ongoing project includes the administrative costs of capital engineering for surface water projects. The project supports the capital programming and project development to achieve the goals of the Surface Water Utility, including flood reduction, water quality improvement, and aquatic habitat enhancement.

Service Impact:

This project will provide more accurate and timely information on upcoming projects for use in developing and updating each year's Capital Improvement Plan and completing applications for grant funding.

Orgkey: 3013064 J.L.# SW107700 Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration	$1,466,971	$174,186	$174,186	$194,100	$205,000	$217,000	$230,000	$244,000	$258,000	$1,348,100	$2,989,257
Real Estate Acquisition											
Construction											
Total Project Expenditures	**$1,466,971**	**$174,186**	**$174,186**	**$194,100**	**$205,000**	**$217,000**	**$230,000**	**$244,000**	**$258,000**	**$1,348,100**	**$2,989,257**
Revenue Sources:											
Surface Water Capital Fund	$1,466,971	$174,186	$174,186	$194,100	$205,000	$217,000	$230,000	$244,000	$258,000	$1,348,100	$2,989,257
Total Project Revenues	**$1,466,971**	**$174,186**	**$174,186**	**$194,100**	**$205,000**	**$217,000**	**$230,000**	**$244,000**	**$258,000**	**$1,348,100**	**$2,989,257**
Impact on Operating Budget											

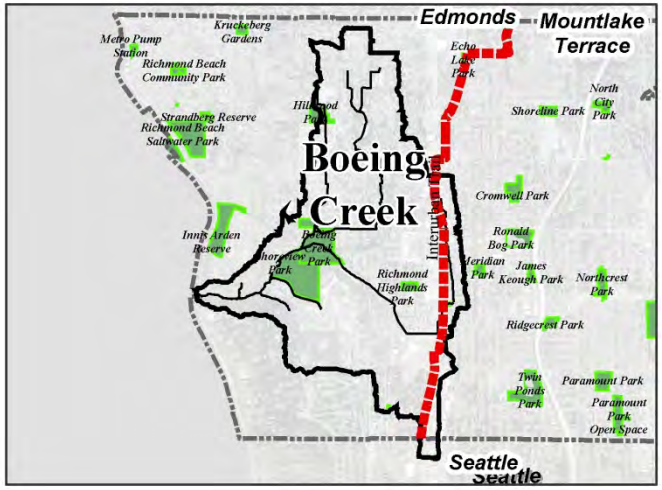
Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration		Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4
Real Estate Acquisition								
Construction								

CITY OF SHORELINE

Projects to be completed in current year

(2012)

BOEING CREEK AND STORM CREEK BASIN PLANS



Project Description:

The Storm Creek Basin Plan will study the hydrology and geomorphology north and upstream of Storm Creek reach 1, to develop policies and a set of actions to be completed in the watershed addressing erosion and flooding issues, water quality, and fish habitat conditions in a comprehensive and affordable manner. The project area extends from the open channel at Greenwood Ave N and Carlyle Hall Road to the mouth of the creek in Puget Sound.

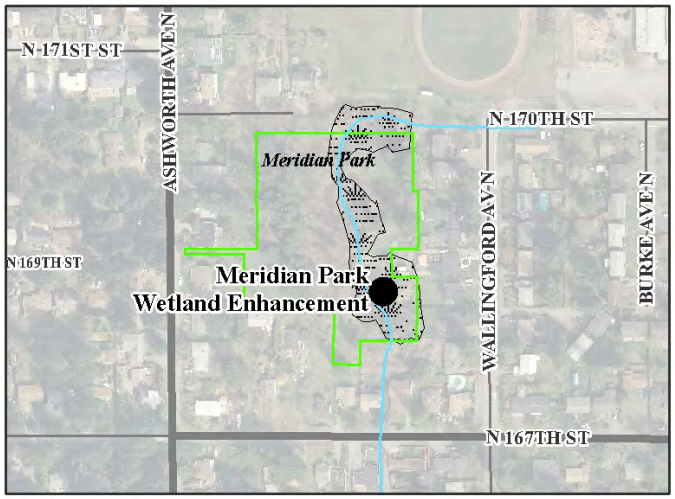
Service Impact:

Increase the service level to residents within the lower Boeing Creek Basin.

Orgkey: 3023274 J.L.# SW255700 Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration	$76,988	$303,012	$303,012								$380,000
Real Estate Acquisition											
Construction											
Total Project Expenditures	**$76,988**	**$303,012**	**$303,012**								**$380,000**
Revenue Sources:											
Surface Water Capital Fund	$76,988	$303,012	$303,012								$380,000
Total Project Revenues	**$76,988**	**$303,012**	**$303,012**								**$380,000**
Impact on Operating Budget											

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration		Q1 Q2 Q3 Q4						
Real Estate Acquisition								
Construction								

MERIDIAN PARK WETLAND DRAINAGE IMPROVEMENT



Project Description:

The Meridian Park Wetland Enhancement/Drainage Improvement project is to provide flood reduction to downstream properties, wetland enhancement, and passive park recreational improvements. This project addresses neighborhood drainage issues surrounding the Meridian Park wetland, specifically downstream residents.

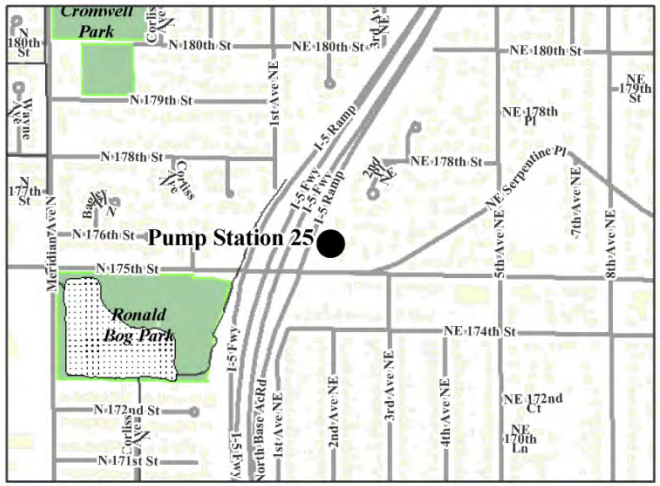
Service Impact:

This project will benefit the residents in the Meridian Park neighborhood by addressing flooding, improving habitat, and improving park amenities.

Orgkey: 3023285 J.L.# SW256900 Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration	$3,670	$89,260	$88,940								$92,610
Real Estate Acquisition											
Construction		$250,390	$250,390								$250,390
Total Project Expenditures	**$3,670**	**$339,650**	**$339,330**								**$343,000**
Revenue Sources:											
King County Flood Zone District Opportunity		$55,404	$108,014								$108,014
Surface Water Capital Fund	$3,670	$284,246	$231,316								$234,986
Total Project Revenues	**$3,670**	**$339,650**	**$339,330**								**$343,000**
Impact on Operating Budget				**$ 6,533**	**$ 6,119**	**$ 5,698**	**$ 5,814**	**$ 5,936**	**$ 5,496**		

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration								
Real Estate Acquisition								
Construction		Q3 Q4						

PUMP STATION NO. 25



Project Description:

Replace pump and force main to provide additional pumping capacity. Property must be acquired from homeowners association before improvements can be made.

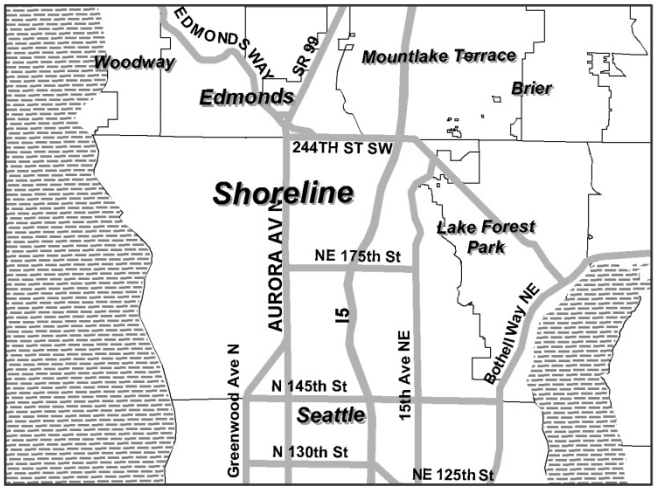
Service Impact:

Promotes public safety and mobility by alleviating roadway flooding. Reduces property damage by alleviating structure, yard, driveway, and roadway flooding.

Orgkey: 3017224 J.L.# SW111000 Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration	$71,911	$70,067	$98,391								$170,301
Real Estate Acquisition											
Construction		$394,625	$380,107								$380,107
Total Project Expenditures	**$71,911**	**$464,692**	**$478,498**								**$550,408**
Revenue Sources:											
King County Flood Zone District Opportunity	$50,786	$40,000	$23,860								$74,646
Surface Water Capital Fund	$21,125	$424,692	$454,638								$475,762
Total Project Revenues	**$71,911**	**$464,692**	**$478,498**								**$550,408**
Impact on Operating Budget				**$ 2,074**	**$ 2,110**	**$ 2,150**	**$ 2,194**	**$ 12,880**	**$ 2,290**		

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration								
Real Estate Acquisition								
Construction		Q1 Q2						

STREAM AND HABITAT RESTORATION PROGRAM



Project Description:

This ongoing project would provide a variety of approaches to improving and restoring stream and riparian habitat. The work can include: removal of invasive plants in riparian corridors and re-planting with native species, upgrading culverts, or otherwise enhancing or resorting to streams viability.

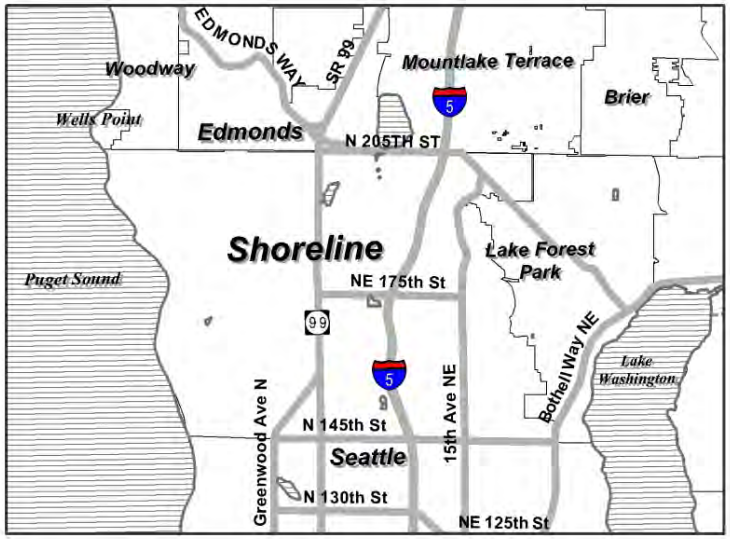
Service Impact:

Enhancement of natural environment

Orgkey: 3018112 J.L.# SW101000 Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration	$73,516	$12,000	$12,000								$85,516
Real Estate Acquisition											
Construction	$185,899	$88,000	$88,000								$273,899
Total Project Expenditures	**$259,415**	**$100,000**	**$100,000**								**$359,415**
Revenue Sources:											
King County Flood Zone District Opportunity											
Surface Water Capital Fund	$259,415	$100,000	$100,000								$359,415
Total Project Revenues	**$259,415**	**$100,000**	**$100,000**								**$359,415**
Impact on Operating Budget											

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration		Q1 Q4						
Real Estate Acquisition								
Construction		Q2 Q3						

SURFACE WATER INFRASTRUCTURE INVENTORY AND ASSESSMENT



Project Description:

This project will locate, inventory and assess the condition of the city's stormwater infrastructure, which includes pipes, catch basins, pump stations, detention and water quality facilities, and drainage ditches. This project will be coordinated to coincide with the development of each basin plan project and will utilize our existing database and GIS systems. This project would be the first phase in developing a -Utility Asset Management System, which is a business approach incorporating the economic and engineering assessment of trade-offs among alternative investment options, and uses this information to help make cost-effective investment and utility rate decisions. In the 2013-2018 CIP, this program is no longer shown as a separate CIP project but has been incorporated within each basin plan project since this element is a part of the scope of all basin studies.

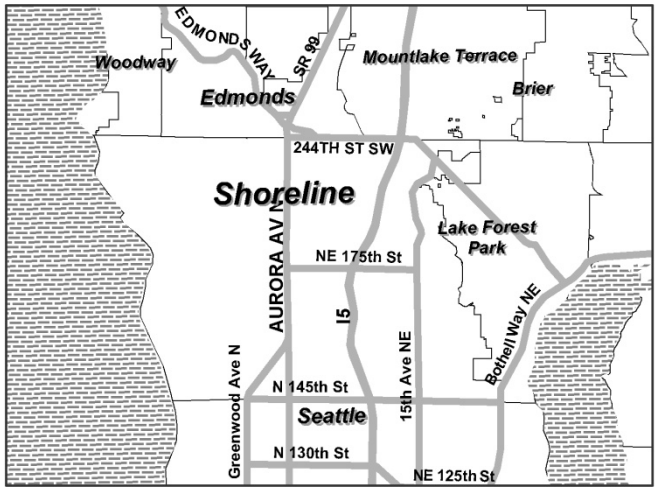
Service Impact:

This project will improve the function of the existing storm sewer system by allowing programmatic replacement and planning for infrastructure improvement prior to failures of parts of the existing system. The entire city benefits from a programmatic maintenance and replacement program.

Orgkey: 3017288 J.L.# SW257100 Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration	$69,557	$280,443	$283,189								$352,746
Real Estate Acquisition											
Construction											
Total Project Expenditures	**$69,557**	**$280,443**	**$283,189**								**$352,746**
Revenue Sources:											
Surface Water Capital Fund	$69,557	$280,443	$283,189								$352,746
Total Project Revenues	**$69,557**	**$280,443**	**$283,189**								**$352,746**
Impact on Operating Budget											

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration		Q1 Q2 Q3 Q4						
Real Estate Acquisition								
Construction								

SURFACE WATER MASTER PLAN UPDATE AND RATE STUDY



Project Description:

As the City begins to complete more of the individual stormwater basin plans (e.g., Thornton Creek), a rate study is an opportunity to complete a comprehensive review of a utility's ability to meet specific operational and capital demands. This rate study has now been completed and included such issues as:

- Knitting together the individual basin plans into a prioritized Master Plan
- Reviewing the demands on operations to maintain the capital infrastructure
- Reviewing the long-term goals and their impacts to services and programs within the utility, including the increasing demands of sustainability and environment al protection
- Reviewing the methodology and alternatives for rates to fund a balance of operations, maintenance and capital, including incentives for existing properties to construct Low Impact Development techniques
- Developing a financially balanced implementation plan

Service Impact:

This project will provide the information necessary to optimize the management of the Surface Water Utility.

Orgkey: 3008278 J.L.# SW256000 Phase	Prior Years' Expenditures	2012 Budget	2012 Projected	2013 Estimate	2014 Estimate	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate	Total 2013-2018	Total Project Cost
Project Expenditures:											
Project Administration	$169,469	$80,531	$80,531								$250,000
Real Estate Acquisition											
Construction											
Total Project Expenditures	**$169,469**	**$80,531**	**$80,531**								**$250,000**
Revenue Sources:											
Surface Water Capital Fund	$169,469	$80,531	$80,531								$250,000
Total Project Revenues	**$169,469**	**$80,531**	**$80,531**								**$250,000**
Impact on Operating Budget											

Project Time Line:		2012	2013	2014	2015	2016	2017	2018
Project Administration		Q1 Q2 Q3 Q4						
Real Estate Acquisition								
Construction								

CITY OF SHORELINE

APPENDIX

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VII. Debt Policy

I. FINANCIAL PLANNING POLICY

The City shall develop and maintain a 6-year financial forecast that estimates resource and expenditure behavior for the five years beyond the current budget period. This forecast will provide the City's decision makers with an indication of the long-term fiscal impact of current policy and budget decisions. This planning tool must recognize the effects of economic cycles on the demand for services and the City's resources. To this end, the forecast should differentiate between revenue associated with one-time economic activities and revenues derived as a result of base economic growth. City financial planning should ensure the delivery of needed services (many of which become more critical during economic downturns) by assuring adequate reliance on ongoing resources in order to support continued City services during economic downturns.

II. GENERAL BUDGET POLICIES

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

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

M. Distinguished Budget Presentation: The City will seek to comply with the suggested criteria of the Government Finance Officers Association in producing a budget document that meets the Distinguished Budget Presentation program criteria as policy document, as an operations guide, as a financial plan, and as a communication device.

III. FORMULATION AND APPROVAL OF BUDGETS

In accordance with RCW 35A.33, departments shall be requested by the Finance Director to prepare detailed estimates of revenues and expenditures for the next fiscal year by no later than the second Monday of September. Responses will be due by no later than the fourth Monday in September, and by no later than the first business day in October, the Finance Director will present to the City Manager a proposed preliminary budget setting forth the complete financial program, showing expenditures requested by each department and sources of revenue by which each program is proposed to be financed.

Although the schedule outlined above meets the requirements of the Revised Code of Washington, the Shoreline budget process usually follows an accelerated time schedule. The Finance Director typically requests departments to prepare their detailed estimates of revenues and expenditures for the next fiscal year in July, with those responses due in August.

By no later than the first Monday in October, the City Manager will provide the City Council with current information on estimates of revenues from all sources as adopted in the budget for the current year. The City complies with this requirement by providing the City Council with a quarterly report and a comprehensive overview of the City's current financial position at a summer Budget Retreat.

The administration will analyze program priorities and needs and recommend funding levels for each program in a proposed operating budget and six-year capital improvement program, which will be submitted to the Council by no later than 60 days prior to the end of the fiscal year. The City Manager typically presents the proposed budget to the City Council in late October.

As part of the budget document, a budget message will be prepared that contains the following:

- An explanation of the budget document.
- An outline of the recommended financial policies and programs of the City for the ensuing fiscal year.
- A statement of the relation of the recommended appropriation to such policies and programs.
- A statement of the reason for salient changes from the previous year in appropriation and revenue items.
- An explanation of any recommended major changes in financial policy.

The operating budget proposal for the general fund will include a financial plan that shows projected revenues and expenditures for at least the next five fiscal years. The financial plan will provide an explanation of the assumptions used in projecting future year expenditure and revenue levels, such as growth in tax revenues, inflation, cost of services, and other factors that may impact the financial condition of the City.

The operating budget will be classified and segregated according to a standard classification of accounts as prescribed by the State Auditor.

The Council will hold public hearings as required and approve operating and capital budgets prior to the end of the fiscal year in accordance with State law.

IV. BUDGET ADJUSTMENT & AMENDMENT PROCESSES

Under the provisions of State law and the City's operating procedures, the operating budget may be adjusted or amended in two different ways. Adjustment of the budget involves a reallocation of existing appropriations and does not change the budget “bottom line.” Amendment of the budget involves an addition to or reduction of existing appropriations.

A. Adjustment

The City departmental expenditures and program goals are monitored throughout the year. Certain departments may develop the need for additional expenditure authority to cover unanticipated costs that cannot be absorbed within the budget, while other departments may unexpectedly not require their full budget authorizations. The Finance Department reviews and analyzes all department and/or fund budgets to determine what adjustments are necessary and whether the adjustments can be made within existing appropriation limits and within the City Council and Departmental goals as provided in the budget. Necessary adjustments are then reviewed with the affected department and/or fund managers. When an adjustment is needed, the Finance staff will look first to savings within the department and then consider budget transfers between departments. The Finance Director, in conjunction with the Department Directors and the City Manager, reviews and decides if any specific budget reductions are needed. No City Council action is needed as State law allows budget adjustments to be done administratively and approved by the City Manager. As a matter of practice, staff will include any adjustments made between departments with the quarterly financial information provided to the City Council.

B. Amendment

Amending the City's budget occurs whenever the requested changes from departments and/or funds will cause the existing appropriation level for the fund to change. This situation generally occurs when the City Council authorizes additional appropriation. This is done by an ordinance that amends the original budget and states the sources of funding for the incremental appropriations.

V. RESERVE AND CONTINGENCY FUND POLICIES

Adequate fund balance and reserve levels are a necessary component of the City’s overall financial management strategy and a key factor in external agencies’ measurement of the City’s financial strength.

Maintenance of fund balance for each accounting fund assures adequate resources for cash flow and to mitigate short-term effects of revenue shortages. Reserve funds are necessary to enable the City to deal with unforeseen emergencies or changes in condition.

A. General Policy

The City shall maintain reserves required by law, ordinance and/or bond covenants.

All expenditures drawn from reserve accounts shall require prior Council approval unless previously authorized by the City Council for expenditure within the City’s annual budget.

If reserves and/or fund balances fall below required levels as set by this policy, the City shall include within its annual budget a plan to restore reserves and/or fund balance to the required levels.

All reserves will be presented in the City’s annual budget.

B. Revenue Stabilization Fund

The City will establish a Revenue Stabilization Fund and shall accumulate a reserve equal to thirty percent (30%) of annual economically sensitive revenues within the City's operating budget to cover revenue shortfalls resulting from unexpected economic changes or recessionary periods.

C. General Fund Operating Reserves

The City shall maintain a General Fund Operating Reserve to provide for adequate cash flow, budget contingencies, and insurance reserves. The General Fund Operating Reserves will be determined as follows:

1. Cash Flow Reserve: The City shall maintain a cash flow reserve within the General Fund in an amount equal to $3,000,000. This is approximately equal to 1.5 months of operating expenditures. The City will review annually the required cash flow reserve level that is necessary to meet the City's cash flow needs. If it is determined than $3,000,000 is not adequate, the Finance Director shall propose an amendment to these policies.
2. Budget Contingency: The City shall maintain a budget contingency reserve within the General Fund equal to 2% of budgeted operating revenues.
3. Insurance Deductible Reserve: The City shall maintain an insurance reserve within the General Fund to be used for potential substantial events that cause damage to the City's fixed assets and/or infrastructure.

D. Equipment and Vehicle Replacement Reserves

The City will maintain fully funded reserves for the replacement of vehicles, computer equipment, and equipment identified on the City's fixed asset listing. Contributions will be made through assessments to the using funds and maintained on a per asset basis.

E. City Street Fund Reserve

The City shall maintain an operating reserve within the City's Street Fund an amount equal to 20% of annually budgeted operating revenues.

F. Surface Water Utility Fund Reserve

The City shall maintain an operating reserve within the Surface Water Utility Fund an amount equal to no less than 20% of budgeted operating revenues.

VI. CAPITAL IMPROVEMENT PROGRAM PLAN POLICIES

A number of important policy considerations are the basis for the Capital Improvement Program (CIP) Plan. These policies provide guidelines for all financial aspects of the CIP, and ultimately affect the project selection process.

A. Relationship of Long-Range Plans to the CIP

The CIP will be updated annually as part of the City's budget process. The City Council may amend the CIP Plan at any time as required.

Virtually all of the projects included in the CIP are based upon formal long-range plans that have been adopted by the City Council. This ensures that the City's Capital Improvement Program, which is the embodiment of the recommendations of these individual planning studies, is responsive to the officially stated direction of the City Council as contained in the Comprehensive Plan, Council work goals, and supporting documents. Examples of these supporting documents: Pavement Management System Plan and the Parks and Open Space and Recreation Services Plan. There are exceptions, but they are relatively small when compared to the other major areas of expenditure noted above.

B. CIP Coordination Team

A CIP Coordination Team is a cross-departmental team which participates in the review and recommendation of the CIP program to the City Manager. The Team will review proposed capital projects in regards to accurate costing (design, capital, and operating), congruence with City objectives, and prioritize projects by a set of deterministic criteria. The Finance Director, or his/her designee, will serve as the lead for the team.

C. Establishing CIP Priorities

The City uses the following basic CIP project prioritization and selection process:

1. Each CIP program area establishes criteria to be used in the prioritization of specific projects submitted for funding. These specific criteria are developed by staff in conjunction with City Council priorities and input from citizens, associated City boards and commissions. The criteria is identified in the City's budget document. The City has divided its CIP projects into the following program areas: General Faciltiies & Parks Capital Projects, Roads Capital Projects, and Surface Water Capital Projects.
2. Designated personnel within City departments recommend project expenditure plans to the Finance Department. The project expenditure plans include all capital costs and any applicable maintenance and operation expenditures along with a recommended funding source.
3. The CIP Coordination Team evaluates the various CIP projects and selects those with the highest priority based on input from citizens, project stakeholders, appropriate advisory committees, and City Council goals.

4. A Preliminary CIP Plan is developed by the Finance Department and is recommended to the City Council by the City Manager.
5. The City Council reviews the Operating and Preliminary CIP Plan, holds a public hearing(s) on the plan, makes their desired alterations, and then officially adopts the CIP and establishes related appropriations as a part of the City's budget.
6. Within the available funding, the highest priority projects are then selected and funded in the CIP.

D. Types of Projects Included in the CIP Plan

The CIP Plan will display, to the maximum extent possible, all major capital projects in which the City is involved. It is difficult to define precisely what characteristics a project should have before it is included in the CIP Plan for the public's and City Council's review and approval. While the following criteria may be used as a general guide to distinguish among projects which should be included or excluded from the CIP Plan, there are always exceptions which require management's judgment. Therefore, the City Manager has the administrative authority to determine which projects should be included in the CIP Plan and which projects are more appropriately contained in the City's operating budget.

For purposes of the CIP Plan, a CIP project is generally defined to be any project that possesses all of the following characteristics:

1. Exceeds an estimated cost of $10,000;
2. Involves totally new physical construction, reconstruction designed to gradually and systematically replace an existing system on a piecemeal basis, replacement of a major component of an existing facility, or acquisition of land or structures; and
3. Involves City funding in whole or in part, or involves no City funds but is the City's responsibility for implementing, such as a 100% grant-funded project or 100% Local Improvement District funded project.

4. Involves the skills and construction needs beyond those needed for a general repair and maintenance project.

These should be considered general guidelines. Any project in excess of $25,000 meeting the criteria of (2), (3) and (4) above, or various miscellaneous improvements of a like nature whose cumulative total exceeds $25,000 (i.e., street overlays) should be considered as part of the CIP process.

Program area managers are responsible for the cost estimates of their proposed programs, including future maintenance and operations costs related to the implementation of completed projects.

E. Scoping and Costing Based on Predesign Study
For some projects it is difficult to develop accurate project scopes, cost estimates, and schedules on which no preliminary engineering or community contact work has been done. To address this problem, some projects are initially proposed and funded only for preliminary engineering and planning work. This funding will not provide any monies to develop final plans, specifications, and estimates to purchase rights-of-way or to construct the projects. Future project costs are refined through the predesign study process.

F. Required Project Features and Financial Responsibility: If a proposed project will cause a direct impact on other publicly-owned facilities, an equitable shared and funded cost plan must be coordinated between the affected program areas.

G. Predictability of Project Timing, Cost and Scope: The predictability of timing and costs of projects is important to specific private developments, such as the provision of street improvements or the extension of major sewer lines or water supply, without which development could not occur. These projects generally involve significant financial contributions from such private development through developer extension agreements, LIDs, and other means. Once a project has been approved by the City Council in the CIP, project scheduling is a priority to maintain.

The City Council authorizes the City Manager to administratively approve the acceleration of project schedules so long as they can be accomplished within budgeted and any allowable contingency expenditures, with the understanding that all controversial issues will be brought before the City Council. All project additions or deletions must be approved by the City Council.

H. CIP Maintenance and Operating Costs: CIP projects, as approved by the City Council, shall have a funding plan for maintenance and operating costs identified in the project description. These costs will be included in the City's long-term financial planning.

I. Local Improvement Districts (LID)
Examples of when future LIDs may be formed are as follows: 1) where old agreements exist, committing property owners to LID participation on future projects; 2) when a group of property owners wish to accelerate development of a certain improvement; 3) when a group of property owners desire a higher standard of improvement than the City's project contemplates; or 4) when a group of property owners request City assistance in LID formation to fund internal neighborhood transportation facilities improvements, which may or may not have City funding involved. If City funding is proposed by the project sponsors (property owners), they shall so request of the City Council (through the City Clerk) in writing before any LID promotion activity begins. The City Manager shall analyze such request and report his conclusions and recommendation to Council for their consideration. The Council shall by motion affirm or deny the recommendation. The

Council's affirmative motion to financially participate shall expire in 180 days, unless the project sponsors have submitted a sufficient LID petition by that time.

In the event that the request is for street resurfacing in advance of the City's normal street resurfacing cycle, the City's contribution, if any, will be determined based on a recommendation from the Public Work's Department and a financial analysis of the impact of completing the project prior to the City's original timeline.

On capital projects whose financing depends in part on an LID, interim financing will be issued to support the LID's portion of the project budget at the same time or in close proximity to the issuance of the construction contract. The amount of the interim financing shall be the current estimate of the final assessment roll as determined by the administering department.

In the event that the project is 100% LID funded, interim financing shall be issued either in phases (i.e., design phase and construction phase) or up front in the amount of the entire estimated final assessment roll, whichever means is estimated to provide the lowest overall cost to the project as determined by the Finance Department.

The City will recapture direct administrative costs incurred by the City for the LID project by including these in the preliminary and final assessment roles.

J. Preserve Existing Capital Infrastructure Before Building New Facilities: It is the City's policy to ensure that adequate resources are allocated to preserve the City's existing infrastructure before targeting resources toward building new facilities that also have maintenance obligations. This policy addresses the need to protect the City's historical investment in capital facilities and to avoid embarking on a facility enhancement program which, together with the existing facilities, the City cannot afford to adequately maintain.

K. New Facilities Should Be of High Quality, Low Maintenance, Least Cost: The intent of this policy is to guide the development and execution of the CIP Plan through an emphasis on lowest life-cycle cost. Projects should only be built if the necessary funding to operate them is provided. Also, priority is given to new facilities that have minimal ongoing maintenance costs so as to limit the impact upon both the CIP and the operating budget.

L. Public Input at All Phases of Projects: The City makes a serious commitment to public involvement. The City's long-range plans are developed through an extensive citizen involvement program.

M. Basis for Project Appropriations: During the City Council's CIP Plan review, the City Council will appropriate the full estimated project cost for all projects in the CIP Plan. Subsequent adjustments to appropriation levels for amendments to the CIP Plan may be made by the City Council at any time.

N. Balanced CIP Plan: The CIP Plan is a balanced six-year plan. This means that for the entire six-year period, revenues will be equal to project expenditures in the plan. It is anticipated that the plan will have more expenditures than revenues in single years of the plan, but this imbalance will be corrected through the use of interim financing, if actually needed. Over the life of the six-year plan, however, all planned interim debt will be repaid and all plan expenditures, including interest costs on interim debt will be provided for with identified revenues. Any project funding plan, in which debt is not retired within the current six-year plan, must have specific City Council approval.

O. Use of Debt in the CIP: The CIP is viewed as a long-term program that will continually address capital requirements far into the future. As such, the use of long-term debt

should be minimized, allowing the City to put money into actual projects that benefit Shoreline residents and businesses rather than into interest payments to financial institutions. There may be exceptions to this policy for extraordinary circumstances, where voted or non-voted long-term debt must be issued to achieve major City goals that otherwise could not be achieved, or would have to wait an unacceptably long time. Issuance of long-term debt must receive City Council authorization.

Staff monitors CIP cash flow regularly and utilizes fund balances to minimize the amount of borrowing required. Funds borrowed for cash flow purposes are limited to short-term obligations. Projected financing costs are included within a project in the administrative program area.

P. Finance Director's Authority to Borrow: The Finance Director is authorized to initiate interim and long-term borrowing measures, as they become necessary, as identified in the CIP Plan and approved by the City Council.

Q. CIP Plan Update and Amendment: The CIP Plan will be updated at least annually. The City Council may amend the CIP Plan at any time if a decision must be made and action must be taken before the next CIP review period. All project additions or deletions must be approved by the City Council.

R. Formalization of Monetary Agreements: All agreements between the City and outside jurisdictions, where resources are exchanged shall be in writing specifying the financial terms of the agreement, the length of the agreement, and the timing of any required payments (i.e., Joint CIP projects where the City is the lead agency, grant funded projects, etc.). Formalization of these agreements will protect the City's interests. Program areas shall make every effort to promptly request any reimbursements that are due the City. Where revenues from outside jurisdictions are ongoing, these requests shall be made at least quarterly, unless alternative arrangements are approved by the City Manager or City Council.

S. Applicable Project Charges: CIP projects should reflect all costs that can be clearly shown to be necessary and applicable. Staff charges to CIP projects will be limited to time spent actually working on those projects and shall include an overhead factor to cover the applicable portion of that person's operating cost.

VII. DEBT POLICY

The Objectives of the City's Debt Management Policy are:

A. To limit the use of debt so that debt service payments will be a predictable and manageable part of the operating budget.
B. To raise capital at the lowest cost, consistent with the need to borrow. This will be accomplished by:

   1. Keeping a high credit rating (while making attempts to strengthen credit rating).
   2. Maintaining a good reputation in the credit markets by adjusting the capital program for regular entry to the bond market and by managing the annual budget responsibly.
   3. Institute and maintain procedures that ensure full and timely repayment of City obligations.

General Debt Policies

Before issuing any debt, the City will consider the impacts of such debt on the operating budget, the effect on the City's credit rating, the debt capacity remaining under constitutional and statutory limitations, the most cost-effective term, structure, and type of debt, and the impact on taxpayers.

Disclosure statements will be used to keep taxpayers and investors informed of the City's financial position. These include printed copies of:

A. Annual reports
B. Operating budget and Capital Facilities Plan
C. Official Statements

Debt issues will be sold on a competitive basis (except when conditions make a negotiated sale preferable) and awarded to the bidder who produces the lowest true interest cost.

Debt issues may be sold on a negotiated basis if the issue is unusually large or small, the project is complex, the issue is a refunding, flexibility is desired in the structure, the market is volatile, or other conditions make it in the City's best interest to conduct a negotiated sale.

Long Term Debt: Long term debt will be used to maintain and develop the municipal infrastructure when the economic life of a fixed asset exceeds five years.

Revenue bonds will generally be used for projects which are financially self-sustaining.

General Obligation bonds can be used to finance public works projects which benefit the community and where there are sufficient dedicated revenues to amortize the debt.

General Obligation pledges can be used to back self-sustaining projects financed through revenue bonds when costs can be reduced and the municipal credit rating is not put in jeopardy by this action.

The City may rely on a local improvement district program for certain local or neighborhood street improvements.

The City will use interfund borrowing where such borrowing is cost effective to both the borrowing and the lending fund. Such borrowing shall implement Council directed policy in a simplified manner, such as borrowing associated with interim financing for local improvement district projects.

City of Shoreline
Range Placement Table Mkt Adj: 2.43%
2.5% Between Ranges; 4% Between Steps **Salary Table 01 - EXEMPT** Effective: January 1, 2013

Range	Title	Salary	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
1		Annual	19,549	20,330	21,144	21,989	22,869	23,784
2		Annual	20,064	20,867	21,702	22,570	23,473	24,411
3		Annual	20,523	21,344	22,198	23,086	24,009	24,969
4		Annual	21,039	21,881	22,756	23,666	24,613	25,597
5		Annual	21,584	22,447	23,345	24,279	25,250	26,260
6		Annual	22,128	23,013	23,934	24,891	25,887	26,922
7		Annual	22,701	23,610	24,554	25,536	26,558	27,620
8		Annual	23,275	24,206	25,174	26,181	27,228	28,317
9		Annual	23,819	24,772	25,763	26,794	27,865	28,980
10		Annual	24,450	25,428	26,445	27,503	28,603	29,747
11		Annual	25,023	26,024	27,065	28,148	29,274	30,445
12		Annual	25,654	26,680	27,747	28,857	30,011	31,212
13		Annual	26,313	27,366	28,460	29,599	30,783	32,014
14		Annual	26,972	28,051	29,173	30,340	31,554	32,816
15		Annual	27,632	28,737	29,886	31,082	32,325	33,618
16		Annual	28,348	29,482	30,661	31,888	33,163	34,490
17		Annual	29,065	30,227	31,436	32,694	34,002	35,362
18		Annual	29,753	30,943	32,181	33,468	34,806	36,199
19		Annual	30,498	31,718	32,987	34,306	35,678	37,105
20		Annual	31,272	32,523	33,824	35,177	36,584	38,047
21		Annual	32,046	33,328	34,661	36,047	37,489	38,989
22		Annual	32,877	34,192	35,560	36,982	38,461	40,000
23		Annual	33,680	35,027	36,428	37,885	39,400	40,976
24		Annual	34,540	35,921	37,358	38,852	40,406	42,023
25		Annual	35,371	36,786	38,257	39,787	41,379	43,034
26		Annual	36,259	37,710	39,218	40,787	42,418	44,115
27		Annual	37,177	38,664	40,210	41,819	43,491	45,231
28		Annual	38,122	39,647	41,233	42,883	44,598	46,382
29		Annual	39,068	40,631	42,256	43,947	45,704	47,533
30		Annual	40,043	41,645	43,310	45,043	46,845	48,718
31		Annual	41,046	42,688	44,395	46,171	48,018	49,939

City of Shoreline
Range Placement Table Mkt Adj: 2.43%
2.5% Between Ranges; 4% Between Steps **Salary Table 01 - EXEMPT** Effective: January 1, 2013

Range	Title	Salary	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
32		Annual	42,078	43,761	45,512	47,332	49,225	51,194
33		Annual	43,139	44,864	46,659	48,525	50,466	52,485
34		Annual	44,199	45,967	47,806	49,718	51,707	53,775
35		Annual	45,288	47,100	48,984	50,943	52,981	55,100
36		Annual	46,464	48,322	50,255	52,265	54,356	56,530
37		Annual	47,581	49,485	51,464	53,523	55,664	57,890
38		Annual	48,757	50,707	52,735	54,845	57,038	59,320
39		Annual	49,989	51,989	54,068	56,231	58,480	60,819
40		Annual	51,250	53,300	55,432	57,650	59,956	62,354
41		Annual	52,540	54,642	56,827	59,101	61,465	63,923
42		Annual	53,859	56,013	58,254	60,584	63,007	65,527
43	Assistant Planner	Annual	55,206	57,414	59,711	62,099	64,583	67,166
44		Annual	56,582	58,845	61,199	63,647	66,193	68,840
45	Executive Assistant to the City Manager	Annual	57,986	60,306	62,718	65,227	67,836	70,549
46	Budget Analyst Management Analyst Staff Accountant Recreation Coordinator I	Annual	59,419	61,796	64,268	66,839	69,512	72,293
47	Associate Planner	Annual	60,967	63,406	65,942	68,580	71,323	74,176
48		Annual	62,458	64,956	67,554	70,256	73,067	75,989
49	Parks & Rec Project Coordinator Emergency Management Coordinator Neighborhoods Coordinator	Annual	64,034	66,596	69,259	72,030	74,911	77,907
50	Grants Coordinator Recreation Coordinator II CMO Management Analyst Senior Human Resources Analyst Budget/Financial Systems Analyst	Annual	65,611	68,235	70,965	73,803	76,755	79,825
51	Web Developer Senior Planner	Annual	67,245	69,934	72,732	75,641	78,667	81,813
52	Customer Response Team Supervisor Fleet, Facilities & Prop Mgt Supv Development Review Engineer I Construction Inspection Supervisor	Annual	68,964	71,723	74,592	77,576	80,679	83,906
53		Annual	70,684	73,512	76,452	79,510	82,690	85,998
54	PW Maintenance Supervisor	Annual	72,433	75,330	78,343	81,477	84,736	88,125

City of Shoreline
Range Placement Table Mkt Adj: 2.43%
2.5% Between Ranges; 4% Between Steps **Salary Table 01 - EXEMPT** Effective: January 1, 2013

Range	Title	Salary	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
55	Capital Projects Manager I GIS Specialist City Clerk	Annual	74,238	77,208	80,296	83,508	86,848	90,322
56	Engineer I: ~~Associate~~ Traffic ~~Engineer~~	Annual	76,130	79,175	82,342	85,636	89,062	92,624
57	Database Administrator	Annual	78,022	81,143	84,389	87,764	91,275	94,926
58		Annual	79,971	83,170	86,497	89,957	93,555	97,297
59	Recreation Superintendent ~~Economic Development Program Mgr~~ Finance Manager Capital Projects Manager II Community Services Manager Intergovernmental Prog Manager Development Review Engineer II Permit Services Manager Parks Superintendent Planning Manager Central Services Manager Structural Plans Examiner Engineer II: Traffic	Annual	81,978	85,257	88,667	92,214	95,902	99,738
60		Annual	84,013	87,373	90,868	94,503	98,283	102,214
61	Building Official	Annual	86,134	89,579	93,162	96,889	100,764	104,795
62	Assistant City Attorney **Economic Development Program Mgr**	Annual	88,284	91,815	95,488	99,307	103,279	107,410
63	**City** Traffic Engineer SW & Environmental Svcs Manager	Annual	90,462	94,080	97,844	101,757	105,828	110,061
64		Annual	92,755	96,465	100,324	104,337	108,510	112,851
65	Engineering ~~Supervisor~~ Manager Transportation **Planning** ~~Svcs Division~~ Manager	Annual	95,048	98,850	102,804	106,916	111,193	115,641
66	Information Systems Manager	Annual	97,427	101,324	105,377	109,592	113,976	118,535
67		Annual	99,892	103,888	108,043	112,365	116,860	121,534
68		Annual	102,357	106,452	110,710	115,138	119,744	124,533
69	Public Works Operations Manager	Annual	104,937	109,135	113,500	118,040	122,762	127,672
70	Human Resources Director	Annual	107,545	111,847	116,321	120,974	125,813	130,845
71	City Engineer	Annual	110,240	114,649	119,235	124,005	128,965	134,124
72		Annual	113,020	117,541	122,243	127,132	132,218	137,506
73		Annual	115,829	120,462	125,281	130,292	135,504	140,924
74	Assistant City Manager Administrative Services Director Parks, Rec & Cultural Svcs Director Planning & Community Dev Director Public Works Director City Attorney	Annual	118,724	123,473	128,412	133,549	138,891	144,446
75		Annual	121,705	126,573	131,636	136,902	142,378	148,073

City of Shoreline
Range Placement Table
2.5% Between Ranges; 4% Between Steps **Salary Table 02 - NON-EXEMPT**

Mkt Adj: 2.43%
Effective: January 1, 2013

Range	Title	Hourly Rate	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
1		Hourly	9.40	9.77	10.17	10.57	10.99	11.43
2		Hourly	9.65	10.03	10.43	10.85	11.28	11.74
3		Hourly	9.87	10.26	10.67	11.10	11.54	12.00
4		Hourly	10.11	10.52	10.94	11.38	11.83	12.31
5		Hourly	10.38	10.79	11.22	11.67	12.14	12.62
6		Hourly	10.64	11.06	11.51	11.97	12.45	12.94
7		Hourly	10.91	11.35	11.80	12.28	12.77	13.28
8		Hourly	11.19	11.64	12.10	12.59	13.09	13.61
9		Hourly	11.45	11.91	12.39	12.88	13.40	13.93
10		Hourly	11.75	12.22	12.71	13.22	13.75	14.30
11		Hourly	12.03	12.51	13.01	13.53	14.07	14.64
12		Hourly	12.33	12.83	13.34	13.87	14.43	15.01
13	Lifeguard/Instructor II	Hourly	12.65	13.16	13.68	14.23	14.80	15.39
14		Hourly	12.97	13.49	14.03	14.59	15.17	15.78
15	~~Lifeguard/Instructor II~~	Hourly	13.28	13.82	14.37	14.94	15.54	16.16
16		Hourly	13.63	14.17	14.74	15.33	15.94	16.58
17		Hourly	13.97	14.53	15.11	15.72	16.35	17.00
18		Hourly	14.30	14.88	15.47	16.09	16.73	17.40
19		Hourly	14.66	15.25	15.86	16.49	17.15	17.84
20		Hourly	15.03	15.64	16.26	16.91	17.59	18.29
21		Hourly	15.41	16.02	16.66	17.33	18.02	18.74
22		Hourly	15.81	16.44	17.10	17.78	18.49	19.23
23		Hourly	16.19	16.84	17.51	18.21	18.94	19.70
24	Senior Lifeguard	Hourly	16.61	17.27	17.96	18.68	19.43	20.20
25		Hourly	17.01	17.69	18.39	19.13	19.89	20.69
26		Hourly	17.43	18.13	18.85	19.61	20.39	21.21
27		Hourly	17.87	18.59	19.33	20.11	20.91	21.75
28		Hourly	18.33	19.06	19.82	20.62	21.44	22.30
29		Hourly	18.78	19.53	20.32	21.13	21.97	22.85
30		Hourly	19.25	20.02	20.82	21.66	22.52	23.42

City of Shoreline
Range Placement Table
2.5% Between Ranges; 4% Between Steps **Salary Table 02 - NON-EXEMPT**

Mkt Adj: 2.43%
Effective: January 1, 2013

Range	Title	Hourly Rate	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
31	Teen Program Assistant Administrative Assistant I Recreation Assistant I	Hourly	19.73	20.52	21.34	22.20	23.09	24.01
32	~~Public Works Maintenance Worker I~~ ~~Parks Maintenance Worker I~~	Hourly	20.23	21.04	21.88	22.76	23.67	24.61
33		Hourly	20.74	21.57	22.43	23.33	24.26	25.23
34	**Public Works Maintenance Worker I** **Parks Maintenance Worker I**	Hourly	21.25	22.10	22.98	23.90	24.86	25.85
35	Finance Technician Administrative Assistant II Recreation Assistant II ~~Facilities Maintenance Worker I~~	Hourly	21.77	22.64	23.55	24.49	25.47	26.49
36		Hourly	22.34	23.23	24.16	25.13	26.13	27.18
37	~~Parks Maintenance Worker II~~ ~~Public Works Maintenance Worker II~~ Accounts Payable/Payroll Technician Legal Assistant Communication Assistant ~~Animal Control Officer~~	Hourly	22.88	23.79	24.74	25.73	26.76	27.83
38	Technical Assistant **Facilities Maintenance Worker I**	Hourly	23.44	24.38	25.35	26.37	27.42	28.52
39	Environmental Programs Assistant ~~Facilities Maintenance Worker II~~ Payroll Officer Administrative Assistant III Recreation and Class Prog Assistant Records Coordinator Recreation Assistant III Buyer **Parks Maintenance Worker II** **Public Works Maintenance Worker II**	Hourly	24.03	24.99	25.99	27.03	28.12	29.24
40	Engineering Technician	Hourly	24.64	25.63	26.65	27.72	28.82	29.98
41	Surface Water Quality Specialist ~~Senior Facilities Maintenance Worker~~	Hourly	25.26	26.27	27.32	28.41	29.55	30.73
42	Deputy City Clerk ~~Sr. Public Works Maintenance Worker~~ ~~Senior Parks Maintenance Worker~~ **Facilities Maintenance Worker II**	Hourly	25.89	26.93	28.01	29.13	30.29	31.50
43	Environmental Educator Right-of-Way Inspector CRT Representative	Hourly	26.54	27.60	28.71	29.86	31.05	32.29
44	Plans Examiner I Senior Engineering Technician Traffic Signal Technician **Senior Facilities Maintenance Worker** **Sr. Public Works Maintenance Worker** **Senior Parks Maintenance Worker**	Hourly	27.20	28.29	29.42	30.60	31.82	33.10

City of Shoreline
Range Placement Table
2.5% Between Ranges; 4% Between Steps **Salary Table 02 - NON-EXEMPT**

Mkt Adj: 2.43%
Effective: January 1, 2013

Range	Title	Hourly Rate	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
45								
46	Recreation Coordinator I Code Enforcement Officer Computer Network Specialist	Hourly	28.57	29.71	30.90	32.13	33.42	34.76
47	Associate Planner	Hourly	29.31	30.48	31.70	32.97	34.29	35.66
48	Plans Examiner II Combination Inspector	Hourly	30.03	31.23	32.48	33.78	35.13	36.53
49	Neighborhoods Coordinator	Hourly	30.79	32.02	33.30	34.63	36.01	37.46
50		Hourly	31.54	32.81	34.12	35.48	36.90	38.38
51		Hourly	32.33	33.62	34.97	36.37	37.82	39.33
52	Plans Examiner III	Hourly	33.16	34.48	35.86	37.30	38.79	40.34
53		Hourly	33.98	35.34	36.76	38.23	39.76	41.35
54		Hourly	34.82	36.22	37.66	39.17	40.74	42.37
55		Hourly	35.69	37.12	38.60	40.15	41.75	43.42
56		Hourly	36.60	38.07	39.59	41.17	42.82	44.53
57		Hourly	37.51	39.01	40.57	42.19	43.88	45.64
58		Hourly	38.45	39.99	41.58	43.25	44.98	46.78
59		Hourly	39.41	40.99	42.63	44.33	46.11	47.95
60		Hourly	40.39	42.01	43.69	45.43	47.25	49.14
61		Hourly	41.41	43.07	44.79	46.58	48.44	50.38
62		Hourly	42.44	44.14	45.91	47.74	49.65	51.64
63		Hourly	43.49	45.23	47.04	48.92	50.88	52.91
64		Hourly	44.59	46.38	48.23	50.16	52.17	54.26
65		Hourly	45.70	47.52	49.43	51.40	53.46	55.60
66		Hourly	46.84	48.71	50.66	52.69	54.80	56.99
67		Hourly	48.03	49.95	51.94	54.02	56.18	58.43
68		Hourly	49.21	51.18	53.23	55.35	57.57	59.87
69		Hourly	50.45	52.47	54.57	56.75	59.02	61.38
70		Hourly	51.70	53.77	55.92	58.16	60.49	62.91
71		Hourly	53.00	55.12	57.32	59.62	62.00	64.48
72		Hourly	54.34	56.51	58.77	61.12	63.57	66.11

City of Shoreline
Range Placement Table
2.5% Between Ranges; 4% Between Steps

Salary Table 02 - NON-EXEMPT

Mkt Adj: 2.43%
Effective: January 1, 2013

Range	Title	Hourly Rate	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
73		Hourly	55.69	57.91	60.23	62.64	65.15	67.75
74		Hourly	57.08	59.36	61.74	64.21	66.77	69.45
75		Hourly	58.51	60.85	63.29	65.82	68.45	71.19

City of Shoreline
Fee Schedules

3.01.010 Planning and Community Development

Type of Permit Application	2012 Fee Schedule	2013 Fee Schedule
	Fee Based on $149.50 Per Hour	Fee Based on $153.50 Per Hour
A. BUILDING		
Valuation (The Total Valuation is the "Building permit valuations" as delineated in section R108.3 of the International Residential Code and section 108.3 of the International Building Code.		
1. $0 - $7,000	1 hour minimum ($149.50 per hour)	1 hour minimum ($153.50 per hour)
2. $7,001 - $25,000	$69.25 for the first $2,000.00 + $14.00 for each additional $1,000.00, or fraction thereof, to and including $25,000.00 (1 hour minimum)	$75 for the first $2,000.00 + $14 for each additional 1,000.00, or fraction thereof, to and including $25,000.00 (1 hour minimum)
3. $25,001 - $50,000	$391.25 for the first $25,000.00 + $10.10 for each additional $1,000.00, or fraction thereof, to and including $50,000.00.	$397 for the first $25,000.00 + $11 for each additional $1,000.00, or fraction thereof, to and including $50,000.00.
4. $50,001 - $100,000	$643.75 for the first $50,000.00 + $7.00 for each additional $1,000.00, or fraction thereof, to and including $100,000.00.	$672 for the first $50,000.00 + $9 for each additional $1,000.00, or fraction thereof, to and including $100,000.00.
5. $100,001 - $500,000	$993.75 for the first $100,000.00 + $5.60 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. $500,001 - $1,000,000	$3,233.75 for the first $500,000.00 + $4.75 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. $1,000.001 +	$5,608.75 for the first $1,000,000.00 + $3.15 for each additional $1,000.00, or fraction thereof.	$6,422 for the first $1,000,000.00 + $3.15 for each additional $1,000.00, or fraction thereof.
8. Building/Structure Plan Review	65% of the building permit fee	65% of the building permit fee
9. Civil Plan Review, Commercial (if applicable)	Hourly rate, 5 Hour Minimum $747.50	Hourly rate, 5 Hour Minimum $767.50
10. Civil Plan Review, Residential (if applicable)	Hourly rate, 3 Hour Minimum $448.50	Hourly rate, 3 Hour Minimum $460.50
11. Floodplain Permit	Hourly rate, 1-hour minimum $149.50	Hourly rate, 1-hour minimum $153.50
12. Floodplain Variance	Hourly rate, 3 Hour Minimum $448.50	Hourly rate, 3 Hour Minimum $460.50
B. ELECTRICAL		
1. Electrical Permit	Permit fee described in WAC 296-46B-905, plus a 20% administrative fee	Permit fee described in WAC 296-46B-905, plus a 20% administrative fee
C. FIRE		
1. Automatic Fire Alarm System:		
a. Existing System		
New or relocated devices up to 5	Hourly rate, 1-hour minimum $149.50	Hourly rate, 1-hour minimum $153.50
New or relocated devices 6 up to 12	Hourly rate, 3-hour minimum $448.50	Hourly rate, 3-hour minimum $460.50
Each additional new or relocated device over 12	$6.25 per device	$6.50 per device
b. New System	Hourly rate, 4-hour minimum $598	Hourly rate, 4-hour minimum $614
c. Each additional new or relocated device over 30	$6.25 per device	$6.50 per device
2. Fire Extinguishing Systems:		
a. Commercial Cooking Hoods		
1 to 12 flow points	Hourly rate, 3-hour minimum $448.50	Hourly rate, 3-hour minimum $460.50
More than 12	Hourly rate, 4-hour minimum $598	Hourly rate, 4-hour minimum $614
Other Fixed System Locations	Hourly rate, 4-hour minimum $598	Hourly rate, 4-hour minimum $614
3 Fire Pumps:		
a. Commercial Systems	Hourly rate, 4-hour minimum $598	Hourly rate, 4-hour minimum $614
4. Commercial Flammable/Combustible Liquids:		

City of Shoreline
Fee Schedules

Type of Permit Application	2012 Fee Schedule	2013 Fee Schedule
	Fee Based on $149.50 Per Hour	Fee Based on $153.50 Per Hour
a. Aboveground Tank Installations		
First tank	Hourly rate, 2-hour minimum $299	Hourly rate, 2-hour minimum $307
Additional	Hourly rate, 1-hour minimum $149.50	Hourly rate, 1-hour minimum $153.50
b. Underground Tank Installations		
First tank	Hourly rate, 2-hour minimum $299	Hourly rate, 2-hour minimum $307
Additional	Hourly rate, 1-hour minimum $149.50	Hourly rate, 1-hour minimum $153.50
c. Underground Tank Piping (with new tank)	Hourly rate, 2-hour minimum $299	Hourly rate, 2-hour minimum $307
d. Underground Tank Piping Only (vapor recovery)	Hourly rate, 3-hour minimum $448.50	Hourly rate, 3-hour minimum $460.50
e. Underground Tank Removal		
First tank	Hourly rate, 2-hour minimum $299	Hourly rate, 2-hour minimum $307
Additional Tank	Hourly rate, 0.5 Hours $74.75 per additional tank	Hourly rate, 0.5 Hours $76.75 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	Hourly rate, 2-hour minimum $299	Hourly rate, 2-hour minimum $307
6. High-Piled Storage:		
a. Class I – IV Commodities:		
501 – 2,500 square feet	Hourly rate, 2-hour minimum $299	Hourly rate, 2-hour minimum $307
2,501 – 12,000 square feet	Hourly rate, 3-hour minimum $448.50	Hourly rate, 3-hour minimum $460.50
Over 12,000 square feet	Hourly rate, 4-hour minimum $598	Hourly rate, 4-hour minimum $614
b. High Hazard Commodities:		
501 – 2,500 square feet	Hourly rate, 3-hour minimum $448.50	Hourly rate, 3-hour minimum $460.50
Over 2,501 square feet	Hourly rate, 5-hour minimum $747.50	Hourly rate, 5-hour minimum $767.50
7. Underground Fire Mains and Hydrants	Hourly rate, 3-hour minimum ($448.50)	Hourly rate, 3-hour minimum $460.50
8. Industrial Ovens:		
Class A or B Furnaces	Hourly rate, 2-hour minimum $299	Hourly rate, 2-hour minimum $307
Class C or D Furnaces	Hourly rate, 4-hour minimum $598	Hourly rate, 4-hour minimum $614
9. LPG (Propane) Tanks:		
Commercial, less than 500-Gallon Capacity	Hourly rate, 2-hour minimum $299	Hourly rate, 2-hour minimum $307
Commercial, 500-Gallon+ Capacity	Hourly rate, 3-hour minimum $448.50	Hourly rate, 3-hour minimum $460.50
Commercial, Temporary	Hourly rate, 1-hour minimum $149.50	Hourly rate, 1-hour minimum $153.50
Residential 0 – 500-Gallon Capacity	Hourly rate, 1-hour minimum $149.50	Hourly rate, 1-hour minimum $153.50
Spray Booth	Hourly rate, 4-hour minimum $598	Hourly rate, 4-hour minimum $614
10. Sprinkler Systems (each riser):		
a. New Systems	Hourly rate, 5-hour minimum $747.50, plus $3.00 per head	Hourly rate, 5-hour minimum $767.50, plus $3.00 per head
b. Existing Systems		
1 – 10 heads	Hourly rate, 3-hour minimum $448.50	Hourly rate, 3-hour minimum $460.50
11 – 20 heads	Hourly rate, 4-hour minimum $598	Hourly rate, 4-hour minimum $614
More than 20 heads	Hourly rate, 5-hour minimum $747.50, plus $3.00 per head	Hourly rate, 5-hour minimum $767.50, plus $3.00 per head
c. Residential (R-3) 13-D System		
1 – 30 heads	Hourly rate, 3-hour minimum $448.50	Hourly rate, 3-hour minimum $460.50
More than 30 heads	Hourly rate, 3-hour minimum $448.50, plus $3.00 per head	Hourly rate, 3-hour minimum $460.50, plus $3.00 per head
Voluntary 13-D Systems in residencies when not otherwise required	Hourly rate, 1-hour minimum $149.50	Hourly rate, 1-hour minimum $153.50
11. Standpipe Systems	Hourly rate, 4-hour minimum $598	Hourly rate, 4-hour minimum $614
12. Temporary Tents and Canopies	Hourly rate, 1-hour minimum $149.50	Hourly rate, 1-hour minimum $153.50

City of Shoreline
Fee Schedules

Type of Permit Application	2012 Fee Schedule	2013 Fee Schedule
	Fee Based on $149.50 Per Hour	Fee Based on $153.50 Per Hour
D. MECHANICAL		
1. Residential Mechanical System	Hourly rate, 1-hour minimum ($149.50) (including 4 pieces of equipment), $11.25 per piece of equipment over 4	Hourly rate, 1-hour minimum ($153.50) (including 4 pieces of equipment), $11.50 per piece of equipment over 4
2. Commercial Mechanical System	Hourly rate, 3-hour minimum ($448.50) (including 4 pieces of equipment), $11.25 per piece of equipment over 4	Hourly rate, 3-hour minimum ($460.50) (including 4 pieces of equipment), $11.50 per piece of equipment over 4
3. All Other Mechanical (Residential and Commercial)	Hourly rate, 1-hour minimum $149.50	Hourly rate, 1-hour minimum $153.50
E. PLUMBING		
1. Plumbing System	Hourly rate, 1-hour minimum ($149.50) (including 4 fixtures), $11.25 per fixture over 4	Hourly rate, 1-hour minimum ($153.50) (including 4 fixtures), $11.50 per fixture over 4
2. Gas Piping System standalone permit	Hourly rate, 1-hour minimum ($149.50) (including 4 outlets), $11.25 per outlet over 4	Hourly rate, 1-hour minimum ($153.50) (including 4 outlets), $11.50 per outlet over 4
3. Gas Piping as part of a plumbing or mechanical permit	$11.25 per outlet (when included in outlet count)	$11.50 per outlet (when included in outlet count)
4. Backflow Prevention Device - standalone permit	Hourly rate, 1-hour minimum $149.50) (including 4 devices), $11.25 per device over 4	Hourly rate, 1-hour minimum ($153.50) (including 4 devices), $11.50 per devices over 4
5. Backflow Prevention Device as part of a plumbing systems permit	$11.25 per device (when included in fixture count)	$11.50 per device (when included in fixture count)
F. ENVIRONMENTAL REVIEW		
Environmental Checklist (SEPA):		
1. Single-Family	Hourly rate, 10-hour minimum $1,495	Hourly rate, 10-hour minimum $1,535
2. Multifamily/Commercial	Hourly rate, 15-hour minimum $2,242.50	Hourly rate, 15-hour minimum $2,302.50
3. Environmental Impact Statement Review	Hourly rate, 35-hour minimum $5,232.50	Hourly rate, 35-hour minimum $5,372.50
G. LAND USE		
1. Accessory Dwelling Unit	Hourly rate, 1-hour minimum $149.50	Hourly rate, 1-hour minimum $153.50
2. Administrative Design Review	Hourly rate, 1-hour minimum $149.50	Hourly rate, 1-hour minimum $153.50
3. Adult Family Home	Hourly rate, 2-1/2-hour minimum $373.75	Hourly rate, 2-1/2-hour minimum $383.75
4. Comprehensive Plan Amendment – Site Specific	Hourly rate, 60-hour minimum ($8,970), plus public hearing ($2,295)	Hourly rate, 60-hour minimum ($9,210), plus public hearing ($2,357)
5. Conditional Use Permit (CUP)	Hourly rate, 30-hour minimum $4,485	Hourly rate, 30-hour minimum $4,605
6. Critical Areas Reasonable Use Permit (CARUP)	Hourly rate, 60-hour minimum ($8,970), plus public hearing ($2,295)	Hourly rate, 60-hour minimum ($9,210), plus public hearing ($2,357)
7. Critical Areas Special Use Permit (CASUP)	Hourly rate, 60 hour minimum ($8,970), plus public hearing ($2,295)	Hourly rate, 60-hour minimum ($9,210), plus public hearing ($2,357)
8. Historic Landmark Review	Hourly rate, 1-hour minimum $149.50	Hourly rate, 1-hour minimum $153.50
9. Bed and Breakfast, Boarding House	Hourly rate, 1-hour minimum $149.50	Hourly rate, 1-hour minimum $153.50
10. Interpretation of Development Code	Hourly rate, 1-hour minimum $149.50	Hourly rate, 1-hour minimum $153.50
11. Master Plan	Hourly rate, 60-hour minimum ($8,970), plus public hearing ($2,295)	Hourly rate, 60-hour minimum ($9,210), plus public hearing ($2,357)
12. Planned Action Determination	Hourly rate, 1-hour minimum $149.50	Hourly rate, 1-hour minimum $153.50
13. Rezone	Hourly rate, 60-hour minimum ($8,970), plus public hearing ($2,295)	Hourly rate, 60-hour minimum ($9,210), plus public hearing ($2,357)
14. SCTF Special Use Permit (SUP)	Hourly rate, 60-hour minimum ($8,970), plus public hearing ($2,295)	Hourly rate, 60-hour minimum ($9,210), plus public hearing ($2,357)
15. Sign Permit	Hourly rate, 2-hour minimum $299	Hourly rate, 2-hour minimum $307
16. Special Use Permit	Hourly rate, 60-hour minimum ($8,970), plus public hearing ($2,295)	Hourly rate, 60-hour minimum ($9,210), plus public hearing ($2,357)
17. Street Vacation	Hourly rate, 60-hour minimum ($8,970), plus public hearing if required ($2,295)	Hourly rate, 60-hour minimum ($9,210), plus public hearing ($2,357)
18. Temporary Use Permit (TUP)	Hourly rate, 2-hour minimum $299	Hourly rate, 2-hour minimum $307
19. Variance - Engineering Standards	Hourly rate, 3-hour minimum $448.50	Hourly rate, 3-hour minimum $460.50
20. Variances - Zoning	Hourly rate, 30-hour minimum $4,485	Hourly rate, 30-hour minimum $4,605

City of Shoreline
Fee Schedules

Type of Permit Application	2012 Fee Schedule	2013 Fee Schedule
	Fee Based on $149.50 Per Hour	Fee Based on $153.50 Per Hour
H. MISCELLANEOUS FEES		
1. Critical area field signs	$6.25 per sign	$6.50 per sign
2. Permit Fee for Work Commenced Without a Permit	Twice the Applicable Permit Fee	Twice the Applicable Permit Fee
3. Expedited Review – Building or Site Development Permits	Twice the applicable plan review fee(s)	Twice the applicable plan review fee(s)
4. All Other Fees Per Hour	Hourly rate, 1-hour minimum $149.50	Hourly rate, 1-hour minimum $153.50
5. Multiple Family Tax Exemption Application Fee	Hourly rate, 3-hour minimum for processing land use permits plus current King County Assessors fee for administering the Multiple Family Tax Exemption program	Hourly rate, 3-hour minimum for processing land use permits plus current King County Assessors fee for administering the Multiple Family Tax Exemption program
6. Extension of the Conditional Certificate for the Multiple Family Tax Exemption	$149.50	$153.50
I. RIGHT-OF-WAY		
1. Right-of-Way Use	Hourly rate, 1-hour minimum $149.50	Hourly rate, 1-hour minimum $153.50
2. Right-of-Way Site	Hourly rate, 2-hour minimum $299	Hourly rate, 2-hour minimum $307
J. SHORELINE SUBSTANTIAL DEVELOPMENT		
1. Shoreline Conditional Permit Use	Hourly rate, 30-hour minimum $4,485	Hourly rate, 30-hour minimum $4,605
2. Shoreline Exemption	Hourly rate, 2-hour minimum $299	Hourly rate, 2-hour minimum $307
3. Shoreline Variance	Hourly rate, 30-hour minimum ($4,485), plus public hearing if required ($2,295)	Hourly rate, 30-hour minimum ($4,605), plus public hearing if required ($2,357)
Substantial Development Permit (based on valuation):		
1. up to $10,000	Hourly rate, 15-hour minimum $2,242.50	Hourly rate, 15-hour minimum $2,302.50
2. $10,000 to $500,000	Hourly rate, 34-hour minimum $5,083	Hourly rate, 34-hour minimum $5,219
3. over $500,000	Hourly rate, 60-hour minimum $8,970	Hourly rate, 60-hour minimum $9,210
K. SITE DEVELOPMENT		
1. Grading	Hourly rate, 3-hour minimum $448.50	Hourly rate, 3-hour minimum $460.50
2. Clearing	Hourly rate, 3-hour minimum $448.50	Hourly rate, 3-hour minimum $460.50
3. Tree Removal	Hourly rate, 1-hour minimum $149.50	Hourly rate, 1-hour minimum $153.50
4. Landscaping	Hourly rate, 3-hour minimum $448.50	Hourly rate, 3-hour minimum $460.50
5. Parking Lot	Hourly rate, 3-hour minimum $448.50	Hourly rate, 3-hour minimum $460.50
6. Subdivision Construction	Hourly rate, 12-hour minimum $1,794	Hourly rate, 12-hour minimum $1,842
L. SUBDIVISIONS		
1. Binding Site Plan	Hourly rate, 6-hour minimum $897	Hourly rate, 6-hour minimum $921
2. Lot Line Adjustment	Hourly rate, 3-hour minimum $448.50	Hourly rate, 3-hour minimum $460.50
3. Preliminary Short Subdivision	Hourly rate, 30-hour minimum ($4,485) for two-lot short subdivision plus 3-hour minimum ($448.50) for each additional lot	Hourly rate, 30-hour minimum ($4,605) for two-lot short subdivision plus 3-hour minimum ($460.50) for each additional lot
4. Final Short Subdivision	Hourly rate, 8-hour minimum $1,196	Hourly rate, 8-hour minimum $1,228
5. Preliminary Subdivision	Hourly rate, 39-hour minimum ($5,830.50) for five-lot subdivision plus 3-hour minimum ($448.50) for each additional lot, plus public hearing ($2,295)	Hourly rate, 39-hour minimum ($5,986.50) for five-lot subdivision plus 3-hour minimum ($460.50) for each additional lot, plus public hearing ($2,357)
6. Final Subdivision	Hourly rate, 30-hour minimum $4,485	Hourly rate, 30-hour minimum $4,605
7. Changes to Preliminary Short or Formal Subdivision	Hourly rate, 12-hour minimum $1,794	Hourly rate, 12-hour minimum $1,842
M. SUPPLEMENTAL FEES		
1. Supplemental building permit fees	Additional review of fees may be assessed if plan revisions are incomplete, corrections not completed, the original scope of the project has changed, or scale and complexity results in review hours exceeding the minimums identified in this schedule. Fees will be assessed at $149.50 per hour, minimum of one hour.	Additional review of fees may be assessed if plan revisions are incomplete, corrections not completed, the original scope of the project has changed, or scale and complexity results in review hours exceeding the minimums identified in this schedule. Fees will be assessed at $153.50 per hour, minimum of one hour.

Type of Permit Application	2012 Fee Schedule	2013 Fee Schedule
	Fee Based on $149.50 Per Hour	Fee Based on $153.50 Per Hour
2. Reinspection fees	Reinspection fees may be assessed if work is incomplete, corrections not completed or the allotted time is depleted. Fees will be assessed at $149.50 per hour, minimum one hour.	Reinspection fees may be assessed if work is incomplete, corrections not completed or the allotted time is depleted. Fees will be assessed at $153.50 per hour, minimum one hour.

N. FEE REFUNDS

The city manager or designee may authorize the refunding of:

1. One hundred percent of any fee erroneously paid or collected.
2. Up to 80 percent of the permit fee paid when no work has been done under a permit issued in accordance with this code.
3. Up to 80 percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled before any plan reviewing is done.
4. The city manager or designee shall not authorize refunding of any fee paid except on written application filed by the original permittee not later than 180 days after the date of fee payment.

[Ord. 646 § 2, 2012; Ord. 641 § 1, 2012; Ord. 629 § 1, 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 585 §§ 3(a), 3(b) (Exh. B), 2010; Ord. 563 § 3 (Exh. B), 2009; Ord. 528 § 3 (Exh. A), 2008; Ord. 486 § 3, 2007; Ord. 451 § 1, 2006; Ord. 426 § 4, 2006]

City of Shoreline
Fee Schedules

3.01.100 Animal Licensing and Service Fees

Annual License	2011 Fee Schedule
A. PET - DOG OR CAT	
1. Unaltered	$60.00
2. Altered	$30.00
3. Juvenile pet	$15.00
4. Discounted pet	$15.00
5. Replacement tag	$5.00
6. Transfer fee	$3.00
7. License renewal late fee – received 45 to 90 days following license expiration	$15.00
8. License renewal late fee – received 90 to 135 days following license expiration	$20.00
9. License renewal late fee – received more than 135 days following license expiration	$30.00
10. License renewal late fee – received more than 365 days following license expiration	$30.00 plus license fee(s) for any year(s) that the pet was unlicensed
Service Animal Dogs and Cats and K-9 Police Dogs:Service animal dogs and cats and K-9 police dogs must be licensed, but there is no charge for the license.	
B. GUARD DOG	
1. Guard dog registration	$100.00
C. ANIMAL RELATED BUSINESS	
1. Hobby kennel and hobby cattery	$50.00
2. Guard dog trainer	$50.00
3. Guard dog purveyor	$250.00
D. GUARD DOG PURVEYOR	
1. If the guard dog purveyor is in possession of a valid animal shelter, kennel or pet shop license, the fee for the guard dog purveyor license shall be reduced by the amount of the animal shelter, kennel or pet shop license.	

E. FEE WAIVER

1. The director of the animal care and control authority may waive or provide periods of amnesty for payment of outstanding licensing fees and late licensing penalty fees, in whole or in part, when to do so would further the goals of the animal care and control authority and be in the public interest.
   In determining whether a waiver should apply, the director of the animal care and control authority must take into consideration the total amount of the fees charged as compared with the gravity of the violation and the effect on the owner, the animal's welfare and the animal care and control authority if the fee or fees or penalties are not waived and no payment is received.

[Ord. 595 § 3 (Att. B), 2011]

City of Shoreline
Fee Schedules

3.01.200 Business License Fees

License	2012 Fee	Proposed 2013 Fee
A. BUSINESS LICENSE FEES - GENERAL		
1. Annual business license fee	$40.00	$40.00 Annual
The annual business license fee may be prorated as necessary to conform to SMC 5.05.060		
2. Penalty for late renewal as described in SMC 5.05.080	$20.75	$21.25 Annual
B. REGULATORY LICENSE FEES		
1. Regulated massage business	$187.50	$192.50 Per Year
2. Massage manager	$40.75	$42.00 Per Year
3. Public dance	$128.75	$132.25 Per Dance
4. Pawnbroker	$599.50	$615.75 Per Year
5. Secondhand Dealer	$57.50	$59.00 Per Year
6. Master solicitor	$117.50	$120.75 Per Year
7. Solicitor	$29.50	$30.25 Per Year
8. Collective Garden	$599.50	$615.75 Per Year/plus additional $12.50 fee for background checks for each operator
Late fees for the above regulatory licenses: A late penalty shall be charged on all applications for renewal of a regulatory license received later than 10 working days after the expiration date of such license. The amount of such penalty is fixed as follows: * For a license requiring a fee of less than $50.00, two percent of the required fee. * For a license requiring a fee of more than $50.00, ten percent of the required fee.		
9. Adult cabaret operator	$599.50	$615.75 Per Year
10. Adult cabaret manager	$128.75	$132.25 Per Year
11. Adult cabaret entertainer	$128.75	$132.25 Per Year
Late fees for the above cabaret licenses: There shall be assessed and collected by the clerk an additional charge, computed as a percentage of the adult cabaret license fee, on applications not made on or before said date as follows:		
Days Past Due		
7 - 30	10%	10%
31 - 60	25%	25%
61 and over	100%	100%
12. Panoram	$596.50 per year/plus additional $12.50 fee for background checks for each operator	
13. Panoram premise	$246.25	$253.00 Per Year
14. Panoram device	$70.25	$72.25 Per Year Per Device
Renewals for panoram licenses: On renewals for panoram licenses filed after December 31st, the clerk shall assess and collect an additional charge as follows: * If application is more than six but less than 31 days late, the additional charge is 10 percent of the renewal fee. * If application is more than 31 but less than 61 days late, the additional charge is 25 percent of the renewal fee.		
15. Duplicate Regulatory License	$5.75	$6.00

[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]

City of Shoreline
Fee Schedules

3.01.210 Hearing Examiner Fees

	2012 Fee	Proposed 2013 Fee
A. HEARING EXAMINER FEES	$456.50	$468.75

[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

1. Black and white photocopies up to 11 by 17 inches - if more than five pages	$0.15	$0.15 Per Page
2. Black and white photocopies larger than 11 by 17 inches - City Produced	$3.00	$3.40 Per Page
3. Black and white photocopies larger than 11 by 17 inches - Vendor Produced	Cost charged by vendor, depending on size and process	
4. Color photocopies up to 11 by 17 inches - if more than one page	$0.65	$0.70 Per Page
5. 10 or less scanned copies up to 11 by 17 inches - if more than three pages	$0.20	$0.20 Per Page
6. More than 10 scanned copies up to 11 by 17 inches	$0.10	$0.10 Per Page
7. Data transfer to any medium - if more than $0.75; document requests for files over 15 megabytes require purchase of a CD or DVD.	$0.10 per file, plus $1.00 per CD or $2.00 per DVD	
8. Photographic prints and slides	Cost charged by vendor, depending on size and process	
9. GIS maps smaller than 11 by 17 inches	$0.50	$0.50 Per Page
10. GIS maps larger than 11 by 17 inches	$1.55	$1.70 Per Square Foot
11. Mylar Sheets	$6.00	$6.40 Per Sheet
12. Clerk Certification	$1.00	$1.10 Per Document
13. City of Shoreline Budget Book CD Version	$2.00	$2.10 Per CD
14. Custom GIS Mapping and Data Requests	$83.25	$85.50 Per Hour (1 Hour Minimum)

[Ord. 622 § 3 (Exh. A), 2011; Ord. 585 §§ 3(a), 3(b) (Exh. B), 2010; Ord. 563 § 3 (Exh. B), 2009; Ord. 528 § 3 (Exh. A), 2008; Ord. 486 § 3, 2007; Ord. 451 § 6, 2006; Ord. 435 § 7, 2006; Ord. 404, 2005; Ord. 366, 2004; Ord. 342, 2003; Ord. 315, 2002; Ord. 294 § 1, 2001; Ord. 285 § 3, 2001; Ord. 256 § 3, 2000]

3.01.230 Vehicle Impound Fees

Individuals redeeming vehicles impounded under SMC 10.05.030 (A)(3) shall pay an administrative fee	$150.00	$154.00

[Ord. 585 § 5 (Exh. D), 2010]

City of Shoreline
Fee Schedules

3.01.300 Parks, Recreation and Cultural Services

Fee	2012 Resident Rate	2012 Non-Resident Rate	2013 Proposed Resident Rate	2013 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)	$50.00	$60.00	$50.00	$60.00
b. Full Day (9:00am - Dusk)	$75.00	$90.00	$75.00	$90.00
2. **Cromwell Park Amphitheater**				
a. Half Day	***$50.00***	***$60.00***	$50.00	$60.00
b. Full Day	***$75.00***	***$90.00***	$75.00	$90.00
c. Plus Supervisor Fee	***$18.50***	***$18.50***	$18.50	$18.50
3. **Alcohol Use**				
a. Permit	***$200.00***	***$200.00***	$200.00	$200.00
b. Plus Supervisor Fee	***$18.50***	***$18.50***	$18.50	$18.50
4. **Athletic Fields**				
	Per Hour	**Per Hour**	**Per Hour**	**Per Hour**
a. Lights (determined by dusk schedule)	$17.00	$17.00	$17.00	$17.00
b. Non-Profit Youth Organization Game and/or Practice	$4.00	$6.00	$4.50	$7.00
c. Non-Profit Youth Organization Tournament	$9.00	$12.00	$9.00	$12.00
d. Adult and For-Profit Youth Organizations and Private Rentals Practice	$16.00	$20.00	$16.00	$20.00
e. Adult and For-Profit Youth Organizations and Private Rentals Games	$30.00	$36.00	$30.00	$36.00
f. Adult and For-Profit Youth Organizations and Private Rentals Tournament *	$36.00	$43.00	$36.00	$43.00
g. *Additional field prep fee may be added	$45.00	$54.00	$45.00	$54.00
5. **Synthetic Fields**				
a. Non-Profit Youth Organizations	$17.00	$25.00	$18.00	$26.00
b. Adult and For-Profit Youth Organizations and Private Rentals	$61.00	$75.00	$62.00	$76.00
c. Discount Field Rate **	$17.00	$25.00	$18.00	$26.00
**Offered during hours of low usage as established and posted by the PRSC Director				
B. INDOOR RENTAL FEES				
1. **Richmond Highlands (same for all groups) Maximum Attendance 214**				
	Per Hour *(2 Hour Minimum)*	***Per Hour*** *(2 Hour Minimum)*	**Per Hour** (2 Hour Minimum)	**Per Hour** (2 Hour Minimum)
a. Entire Building (including building monitor)	$58.00	$70.00	$58.00	$70.00
b. Gym Only	$46.00	$55.00	$46.00	$55.00
c. Café/Game Room	$46.00	$55.00	$46.00	$55.00
2. **Spartan Recreation Center Fees for Non-Profit Youth Organizations/Groups**				
a. Multi-Purpose Room 1 or 2	$11.00	$15.00	$12.00	$16.00
b. Multi-Purpose Room 1 or 2 w/Kitchen	$19.00	$24.00	$20.00	$25.00
c. Gymnastics Room	$11.00	$15.00	$12.00	$16.00
d. Dance Room	$11.00	$15.00	$12.00	$16.00
e. Gym-One Court	$19.00	$24.00	$20.00	$25.00
f. Entire Gym	$34.00	$44.00	$35.00	$45.00
g. Entire Facility	$90.00	$115.00	$95.00	$120.00
3. **Spartan Recreation Center Fees for All Other Organizations/Groups**				
a. Multi-Purpose Room 1 or 2	$23.00	$28.00	$24.00	$29.00
b. Multi-Purpose Room 1 or 2 w/Kitchen	$33.00	$40.00	$34.00	$41.00
c. Gymnastics Room	$23.00	$28.00	$24.00	$29.00

City of Shoreline
Fee Schedules

d. Dance Room	$23.00	$28.00	$24.00	$29.00
e. Gym-One Court	$33.00	$40.00	$34.00	$41.00
f. Entire Gym	$63.00	$75.00	$64.00	$76.00
g. Entire Facility	$120.00	$140.00	$125.00	$145.00
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. **Other Indoor Rental Fees:**				
a. Damage Deposit: (refundable)	$200.00	$200.00	$200.00	$200.00
b. Supervision Fee (if applicable)	$18.50/hour	$18.50/hour	$18.50/hour	$18.50/hour
c. Daily Rates (shall not exceed)	$800.00	$800.00	$850.00	$850.00
d. Spartan Recreation Center Tarp Installation	$100.00	$100.00	$100.00	$100.00
C. CONCESSIONAIRE PERMIT				
1. One-time concessions or small events (under 300 people)	$33.00	$33.00	$33.00	$33.00
2. One-time Major Event (over 300 people)	$77.00	$77.00	$77.00	$77.00
3. Seasonal (anything more than five days)	$150.00	$150.00	$150.00	$150.00
4. Instructor Permit	$33.00	$33.00	$33.00	$33.00
Concession Permit fees are waived for Non-Profit Youth Organizations Concession/Admission/Sales Fees may be modified at the discretion of the PRCS Director				
D. INDOOR DROP-IN FEES				
1. Showers Only (Spartan Gym)	$1.00	$1.00	$1.00	$1.00
2. Youth Drop-In	$1.00	$1.00	$1.00	$1.00
3. Youth Drop-In Ten Punch Card	$9.00	$9.00	$9.00	$9.00
4. Youth Drop-In Three Month Pass	$23.00	$23.00	$23.00	$23.00
5. Adult Drop-In	$2.00	$3.00	$2.00	$3.00
6. Adult Drop-In Ten Punch Card	$19.00	$29.00	$19.00	$29.00
7. Adult Drop-In Three Month Pass	$53.00	$63.00	$53.00	$63.00
E. AQUATICS DROP-IN FEES				
1. Adult	$3.50	$4.50	$3.50	$4.50
2. Child/Senior/Disabled	$2.50	$3.00	$2.50	$3.00
3. Family	$8.75	$11.50	$8.75	$11.50
4. Adult - Real Deal	$1.50	$2.50	$1.50	$2.50
5. Child/Senior/Disabled - Real Deal	$1.00	$1.50	$1.00	$1.50
6. **10 Punch**				
a. Adult	$29.00	$36.00	$29.00	$36.00
b. Child/Senior/Disabled	$20.00	$24.00	$20.00	$24.00
c. Family	$71.00	$100.00	$71.00	$100.00
7. **1 Month**				
a. Adult	$47.50	$61.50	$47.50	$61.50
b. Child/Senior/Disabled	$30.00	$36.00	$30.00	$36.00
c. Family	$117.00	$140.00	$117.00	$140.00
8. **3 Month**				
a. Adult	$134.00	$165.00	$134.00	$165.00
b. Child/Senior/Disabled	$89.00	$113.00	$89.00	$113.00
c. Family	$267.00	$320.00	$267.00	$320.00
9. **6 Month**				
a. Adult	$216.00	$265.00	$216.00	$265.00
b. Child/Senior/Disabled	$154.00	$184.00	$154.00	$184.00
c. Family	$431.00	$517.00	$431.00	$517.00
10 **1 Year Pass**				

a. Adult	$377.00	$477.00	$377.00	$477.00
b. Child/Senior/Disabled	$269.00	$322.00	$269.00	$322.00
c. Family	$754.00	$904.00	$754.00	$904.00
F. AQUATICS LESSON AND RECREATION FEES				
1. **Lesson Program**				
a. Parent & Tot	$5.25	$6.00	$5.50	$6.50
b. Preschool (1-5)	$5.25	$6.00	$5.50	$6.50
c. Youth (1&2)	$5.25	$6.00	$5.50	$6.50
d. Youth (3-7)	$5.25	$6.00	$5.50	$6.50
e. Adult	$5.25	$6.00	$5.50	$6.50
f. Water Fitness - Adults	$4.50	$5.50	$4.50	$5.50
g. Water Fitness - Adults10x	$37.00	$45.00	$37.00	$45.00
h. Water Fitness Senior	$3.25	$4.00	$3.25	$4.00
i. Water Fitness Seniors10x	$26.00	$32.00	$26.00	$32.00
j. Arthritis - Adults	$3.50	$4.00	$3.50	$4.00
k. Arthritis - Adults 10x	$35.00	$40.00	$35.00	$40.00
l. Arthritis-Seniors	$3.50	$4.00	$3.50	$4.00
m. Arthritis - Seniors 10x	$35.00	$40.00	$35.00	$40.00
2. **Other Programs**				
a. Swim Day Camp	$115.00	$125.00	$115.00	$125.00
b. Gators Swim /Dive 7 Wks	$140.00	$160.00	$140.00	$160.00
3. **Rentals**				
a. School Dist: Per 60 Kids/per Hour (non-agreement)	$50.00	$50.00	$50.00	$50.00
b. Rentals On-Going (non-swim team)	$70.00	$70.00	$75.00	$75.00
c. Swim Team Per/ Lane/Hr	$10.00	$10.00	$11.00	$11.00
4. **Public Rentals per Hour**				
a. 1-60	$115.00	$130.00	$115.00	$130.00
b. 61-150	$150.00	$175.00	$150.00	$175.00
G. FEE IN LIEU OF STREET TREE REPLACEMENT	***$285.00***		$285.00	

[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]

3.01.310 City Hall Rental Fees

1. City Hall Rental - Third Floor Conference Room	$35 Per Hour	$35 Per Hour	$35 Per Hour	$35 Per Hour
2. City Hall Rental - Council Chambers	$100 Per Hour	$100 Per Hour	$100 Per Hour	$100 Per Hour
3. AV Set-up Fee - Per Room	$15	$15	$15	$15
4. Damage Deposit (refundable)	$100	$100	$200	$200

[Ord. 622 § 3 (Exh. A), 2011; Ord. 585 § 3(b) (Exh. B), 2010; Ord. 570 § 1 (Exh. A), 2010]

City of Shoreline
Fee Schedules

3.01.400 Surface Water Management Rate Table

Rate Category	Percent Impervious Surface	2012 Annual Service Charge	2013 Annual Service Charge	Per Unit	6% Utility Tax	Fee + Utility Tax
A. Rate Table						
1. Residential: Single-family home		$133.46	$137.46	Parcel	$8.25	$145.71
a. Very Light	Less than or equal to 10%	$133.46	$137.46	Parcel	$8.25	$145.71
b. Light	More than 10%, less than or equal to 20%	$309.96	$319.26	Acre	$19.16	$338.42
c. Moderate	More than 20%, less than or equal to 45%	$640.37	$659.58	Acre	$39.57	$699.15
d. Moderately Heavy	More than 45%, less than or equal to 65%	$1,241.99	$1,279.25	Acre	$76.76	$1,356.01
e. Heavy	More than 65%, less than or equal to 85%	$1,573.48	$1,620.68	Acre	$97.24	$1,717.92
f. Very Heavy	More than 85%, less than or equal to 100%	$2,061.02	$2,122.85	Acre	$127.37	$2,250.22
g. Minimum Rate		$133.46	$137.46		$8.25	$145.71

There are two types of service charges: The flat rate and the sliding rate.

The flat rate service charge applies to single family homes and parcels with less than 10% impervious surface. The sliding rate service charge applies to all other properties in the service area. The sliding rate is calculated by measuring the amount of impervious surface on each parcel and multiplying the appropriate rate by total acreage.

B. CREDITS

Several special rate categories will automatically be assigned to those who qualify

1. An exemption for any home owned and occupied by a low income senior citizen determined by the assessor to qualify under RCW 84.36.381.

2. A discount for any parcel served by a City approved retention/detention (R/D) facility maintained by the owner.

   Categories with Retention/Detention Facilities The following categories are eligible for reduced rates if they have an approved retention/detention facility.

Rate Category	Percent Impervious Surface	2012 Annual Service Charge	2013 Annual Service Charge	Per Unit	6% Utility Tax	Fee + Utility Tax
Residential: Single-Family Home	50%	$66.73	$68.73	Parcel	$4.12	$72.85
a. Very Light	50%	$66.73	$68.73	Parcel	$4.12	$72.85
b. Light	50%	$154.98	$159.63	Acre	$9.58	$169.21
c. All other categories will be discounted to the fee and tax applicable to the preceding rate category in the Rate Table in subsection A of this section						

3. A public school district shall be elegible for a discount of up to 100% of its standard rates until July 1, 2015 based on the value of an approved curricullum which benefits surface water utility programs. The curriculum costs shall be approved annually by the City.
4. Alternative Mobile Home Park Charge. Mobile Home Park Assessment can be the lower of the appropriate rate category or the number of mobile home spaces multiplied by the single-family residential rate.

C. RATE ADJUSTMENTS

Any person receiving a bill may file a request for a rate adjustment within two years of the billing date. (Filing a request will not extend the payment period).

Property owners should file a request for a change in the rate assessed if:

1. The property acreage is incorrect;
2. The measured impervious 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.

[Ord. 642 § 1, 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 585 § 3(a), 2010; Ord. 528 § 3 (Exh. A), 2008; Ord. 486 § 3, 2007; Ord. 451 §§ 7, 14, 2006; Ord. 404, 2005; Ord. 366, 2004; Ord. 342, 2003; Ord. 315, 2002. Formerly 3.01.070.]

CIty of Shoreline
Fee Schedules

3.01.400 Garbage, Waste Recycling Rates

Waste Rate Schedule from CleanScapes						
Service Level	**Pounds Per Unit**	**Disposal Fee**	**Collection Fee**	**2013 Total Fee**	**Jan-Feb 2013 King County Disposal Fee One-Time Charge**	**2012 Total Fee**
A. MONTHLY						
1. One 10-gallon Garbage Micro-Can	15.00	$ 0.90	$ 3.26	$ 4.16	$ 0.16	$ 3.99
2. One 32-gallon Garbage Cart	32.00	$ 1.92	$ 3.90	$ 5.83	$ 0.36	$ 5.54
B. WEEKLY RESIDENTIAL CURBSIDE SERVICE						
1. One 10-gallon Garbage Micro-Can	10.00	$ 2.60	$ 4.37	$ 6.97	$ 0.48	$ 6.61
2. One 20-gallon Garbage Cart	20.00	$ 5.21	$ 7.06	$ 12.27	$ 0.98	$ 11.58
3. 1 32-gallon Garbage Cart	21.71	$ 5.66	$ 11.71	$ 17.37	$ 1.06	$ 16.51
4. 1 45-gallon Garbage Cart	30.53	$ 7.95	$ 17.21	$ 25.16	$ 1.50	$ 23.93
5. 1 64-gallon Garbage Cart	43.41	$ 11.31	$ 18.37	$ 29.68	$ 2.14	$ 28.10
6. 1 96-gallon Garbage Cart	65.12	$ 16.97	$ 23.34	$ 40.31	$ 3.20	$ 38.06
7. Additional 32 Gallon Cart (weekly svc)	21.71	$ 5.66	$ 6.66	$ 12.32	$ 1.06	$ 11.59
8. Additional 64 Gallon Cart (weekly svc)	43.41	$ 11.31	$ 9.78	$ 21.09	$ 2.14	$ 19.75
9. Additional 96 Gallon Cart (weekly svc)	65.12	$ 16.97	$ 11.71	$ 28.68	$ 3.20	$ 26.76
10. Extras (32 gallon equivalent)				$ 4.03		$ 3.92
11. Miscellaneous Fees:						
a. EoW Yard Debris/FW service (includes 32 gallon cart)				$ 8.41		$ 8.18
b. EoW Yard Debris/FW service (includes 64 gallon cart)				$ 9.27		$ 9.02
c. EoW Yard Debris/FW service (includes 96 gallon cart)				$ 10.15		$ 9.86
d. Extra Yardwaste (per 32 gallon)				$ 2.30		$ 2.24
e. Return Trip				$ 8.05		$ 7.83
f. Carry-out Charge, per 25 ft, per month				$ 3.45		$ 3.36
g. Drive-in Charge, per month				$ 4.60		$ 4.48
h. Overweight/Oversize container (per p/u)				$ 3.45		$ 3.36
i. Redelivery of containers				$ 11.51		$ 11.19
j. Cart Cleaning (per cart per event)				$ 8.63		$ 8.39
k. Sunken Can Surcharge per month				$ 8.63		$ 8.39
C. ON-CALL BULKY WASTE COLLECTION						
1. White Goods, except refrigerators & freezers		$ 20.00	$ 74.79	$ 94.79		$ 92.72
2. Refrigerators, Freezers		$ 40.00	$ 74.79	$ 114.79		$ 112.72
3. Sofas, Chairs		$ 35.00	$ 74.79	$ 109.79		$ 107.72
4. Mattresses		$ 35.00	$ 74.79	$ 109.79		$ 107.72
D. WEEKLY COMMERCIAL & MULTIFAMILY CAN AND CART						
1. 1 10-gallon Garbage Micro-Can	10.00	$ 2.60	$ 5.91	$ 8.51	$ 0.48	$ 8.11
2. 1 20-gallon Garbage Cart	20.00	$ 5.21	$ 9.79	$ 15.00	$ 0.98	$ 14.24
3. 1 32-gallon Garbage Cart	21.39	$ 5.57	$ 15.57	$ 21.14	$ 1.06	$ 20.19
4. 1 45-gallon Garbage Cart	30.07	$ 7.84	$ 21.94	$ 29.77	$ 1.48	$ 28.43
5. 1 64-gallon Garbage Cart	42.77	$ 11.15	$ 24.37	$ 35.52	$ 2.10	$ 33.78
6. 1 96-gallon Garbage Cart	64.16	$ 16.72	$ 31.47	$ 48.19	$ 3.16	$ 45.74
7. Additional 32 Gallon Cart (weekly svc)	21.39	$ 5.57	$ 15.57	$ 21.14	$ 1.06	$ 20.19
8. Additional 64 Gallon Cart (weekly svc)	42.77	$ 11.15	$ 24.37	$ 35.52	$ 2.10	$ 33.78
9. Additional 96 Gallon Cart (weekly svc)	64.16	$ 16.72	$ 31.47	$ 48.19	$ 3.16	$ 45.74
10. Extras (32 gallon equivalent)				$ 4.03		$ 3.92
11. Miscellaneous Fees:						
a. Weekly Yard Debris/FW (incl 32 gallon cart)				$ 21.28		$ 20.70

CIty of Shoreline
Fee Schedules

Service Level	Pounds Per Unit	Disposal Fee	Collection Fee	2013 Total Fee	Jan-Feb 2013 King County Disposal Fee One-Time Charge	2012 Total Fee
b. Weekly Yard Debris/FW (incl 64 gallon cart)				$ 23.45		$ 22.80
c. Weekly Yard Debris/FW (incl 96 gallon cart)				$ 25.66		$ 24.95
d. Return Trip (same day, before 2:00)				$ 8.05		$ 7.83
e. Carry-out Charge, per 25 ft, per month				$ 3.45		$ 3.36
f. Drive-in Charge, per month				$ 4.60		$ 4.48
g. Overweight/Oversize container (per p/u)				$ 3.45		$ 3.36
h. Redelivery of containers				$ 11.51		$ 11.19
i. Cart Cleaning (per cart per event)				$ 8.63		$ 8.39
E. COMMERCIAL DETACHABLE CONTAINER (LOOSE)						
1. 1 Cubic Yard, 1 pickup/week	135.00	$ 35.18	$ 63.42	$ 98.60	$ 6.64	$ 93.52
2. 1 Cubic Yard, 2 pickups/week	135.00	$ 70.36	$ 126.83	$ 197.19	$ 13.30	$ 187.04
3. 1 Cubic Yard, 3 pickups/week	135.00	$ 105.54	$ 190.25	$ 295.79	$ 19.94	$ 280.55
4. 1 Cubic Yard, 4 pickups/week	135.00	$ 140.73	$ 253.67	$ 394.40	$ 26.58	$ 374.07
5. 1 Cubic Yard, 5 pickups/week	135.00	$ 175.91	$ 317.09	$ 493.00	$ 33.24	$ 467.59
6. 1.5 Cubic Yard, 1 pickup/week	202.50	$ 52.77	$ 91.76	$ 144.53	$ 9.98	$ 137.00
7. 1.5 Cubic Yard, 2 pickups/week	202.50	$ 105.54	$ 183.51	$ 289.05	$ 19.94	$ 274.00
8. 1.5 Cubic Yard, 3 pickups/week	202.50	$ 158.32	$ 275.27	$ 433.59	$ 29.92	$ 411.00
9. 1.5 Cubic Yard, 4 pickups/week	202.50	$ 211.09	$ 367.02	$ 578.11	$ 39.88	$ 548.00
10. 1.5 Cubic Yard, 5 pickups/week	202.50	$ 263.86	$ 458.78	$ 722.64	$ 49.86	$ 685.00
11. 2 Cubic Yard, 1 pickups/week	270.00	$ 70.36	$ 119.65	$ 190.01	$ 13.30	$ 180.05
12. 2 Cubic Yard, 2 pickups/week	270.00	$ 140.73	$ 239.29	$ 380.02	$ 26.58	$ 360.09
13. 2 Cubic Yard, 3 pickups/week	270.00	$ 211.09	$ 358.94	$ 570.03	$ 39.88	$ 540.14
14. 2 Cubic Yard, 4 pickups/week	270.00	$ 281.45	$ 478.58	$ 760.03	$ 53.18	$ 720.18
15. 2 Cubic Yard, 5 pickups/week	270.00	$ 351.81	$ 598.23	$ 950.04	$ 66.46	$ 900.23
16. 3 Cubic Yard, 1 pickup/week	405.00	$ 105.54	$ 170.03	$ 275.57	$ 19.94	$ 260.89
17. 3 Cubic Yard, 2 pickups/week	405.00	$ 211.09	$ 340.06	$ 551.15	$ 39.88	$ 521.79
18. 3 Cubic Yard, 3 pickups/week	405.00	$ 316.63	$ 510.09	$ 826.72	$ 59.82	$ 782.68
19. 3 Cubic Yard, 4 pickups/week	405.00	$ 422.18	$ 680.13	$ 1,102.31	$ 79.76	$ 1,043.58
20. 3 Cubic Yard, 5 pickups/week	405.00	$ 527.72	$ 850.16	$ 1,377.88	$ 99.70	$ 1,304.47
21. 4 Cubic Yard, 1 pickup/week	540.00	$ 140.73	$ 208.73	$ 349.46	$ 26.58	$ 330.38
22. 4 Cubic Yard, 2 pickups/week	540.00	$ 281.45	$ 417.47	$ 698.92	$ 53.18	$ 660.76
23. 4 Cubic Yard, 3 pickups/week	540.00	$ 422.18	$ 626.20	$ 1,048.38	$ 79.76	$ 991.15
24. 4 Cubic Yard, 4 pickups/week	540.00	$ 562.90	$ 834.94	$ 1,397.84	$ 106.36	$ 1,321.53
25. 4 Cubic Yard, 5 pickups/week	540.00	$ 703.63	$ 1,043.67	$ 1,747.30	$ 132.94	$ 1,651.91
26. 6 Cubic Yard, 1 pickup/week	810.00	$ 211.09	$ 286.14	$ 497.23	$ 39.88	$ 469.36
27. 6 Cubic Yard, 2 pickups/week	810.00	$ 422.18	$ 572.28	$ 994.46	$ 79.76	$ 938.72
28. 6 Cubic Yard, 3 pickups/week	810.00	$ 633.27	$ 858.42	$ 1,491.69	$ 119.64	$ 1,408.08
29. 6 Cubic Yard, 4 pickups/week	810.00	$ 844.35	$ 1,144.56	$ 1,988.91	$ 159.52	$ 1,877.44
30. 6 Cubic Yard, 5 pickups/week	810.00	$1,055.44	$ 1,430.70	$ 2,486.14	$ 199.40	$ 2,346.80
31. 8 Cubic Yard, 1 pickup/week	1,080.00	$ 281.45	$ 345.57	$ 627.02	$ 53.18	$ 590.86
32. 8 Cubic Yard, 2 pickups/week	1,080.00	$ 562.90	$ 691.15	$ 1,254.05	$ 106.36	$ 1,181.72
33. 8 Cubic Yard, 3 pickups/week	1,080.00	$ 844.35	$ 1,036.72	$ 1,881.07	$ 159.52	$ 1,772.58
34. 8 Cubic Yard, 4 pickups/week	1,080.00	$1,125.81	$ 1,382.29	$ 2,508.10	$ 212.70	$ 2,363.44
35. 8 Cubic Yard, 5 pickups/week	1,080.00	$1,407.26	$ 1,727.86	$ 3,135.12	$ 265.88	$ 2,954.30
36. Extra loose cubic yard, per pickup				$ 13.81		$ 13.43
F. WEEKLY COMMERCIAL DETACHABLE CONTAINER (COMPACTED)						
1. 1 Cubic Yard Container	405.00	$ 105.54	$ 126.83	$ 232.37	$ 19.94	$ 218.89

CIty of Shoreline
Fee Schedules

Service Level	Pounds Per Unit	Disposal Fee	Collection Fee	2013 Total Fee	Jan-Feb 2013 King County Disposal Fee One-Time Charge	2012 Total Fee
2. 1.5 Cubic Yard Container	607.50	$ 158.32	$ 160.57	$ 318.89	$ 29.92	$ 299.48
3. 2 Cubic Yard Container	810.00	$ 211.09	$ 191.43	$ 402.52	$ 39.88	$ 377.28
4. 3 Cubic Yard Container	1,215.00	$ 316.63	$ 255.05	$ 571.68	$ 59.82	$ 534.70
5. 4 Cubic Yard Container	1,620.00	$ 422.18	$ 292.23	$ 714.41	$ 79.76	$ 666.43
6. 6 Cubic Yard Container	2,430.00	$ 633.27	$ 371.98	$ 1,005.25	$ 119.64	$ 935.12
7. Detachable Container Miscellaneous Fees (per occurance):						
a. Return Trip				$ 11.51		$ 11.19
b. Roll-out Container over 15 feet (per p/u)				$ 2.30		$ 2.24
c. Unlock Container (per p/u)				$ 1.73		$ 1.68
d. Gate Opening (per p/u)				$ 1.73		$ 1.68
G. UNSCHEDULED GARBAGE COLLECTION SERVICES						
1. 1 45 gallon cart		$ 1.81	$ 64.18	$ 65.99		$ 64.04
2. 1 64 gallon cart		$ 2.57	$ 64.71	$ 67.28		$ 65.24
3. 1 96 gallon cart		$ 3.86	$ 66.25	$ 70.11		$ 67.92
4. 1 cubic yard container		$ 8.12	$ 73.18	$ 81.30		$ 78.51
5. 1.5 cubic yard container		$ 12.19	$ 79.33	$ 91.52		$ 88.17
6. 2 cubic yard container		$ 16.26	$ 85.37	$ 101.63		$ 97.72
7. 3 cubic yard container		$ 24.38	$ 96.30	$ 120.68		$ 115.71
8. 4 cubic yard container		$ 32.50	$ 104.68	$ 137.18		$ 131.21
9. 6 cubic yard container		$ 48.76	$ 121.47	$ 170.23		$ 162.26
10. 8 cubic yard container		$ 65.00	$ 134.36	$ 199.36		$ 189.50
H. COMMERCIAL UNSCHEDULED RECYCLING COLLECTION SERVICES						
1. 1 32 gallon cart			$ 62.80	$ 62.80		$ 61.06
2. 1 45 gallon cart			$ 64.18	$ 64.18		$ 62.40
3. 1 64 gallon cart			$ 64.71	$ 64.71		$ 62.92
4. 1 96 gallon cart			$ 66.25	$ 66.25		$ 64.42
5. 1 cubic yard container			$ 73.18	$ 73.18		$ 71.15
6. 1.5 cubic yard container			$ 79.33	$ 79.33		$ 77.13
7. 2 cubic yard container			$ 85.37	$ 85.37		$ 83.00
8. 3 cubic yard container			$ 96.30	$ 96.30		$ 93.63
9. 4 cubic yard container			$ 104.68	$ 104.68		$ 101.78
10. 6 cubic yard container			$ 121.47	$ 121.47		$ 118.11
11. 8 cubic yard container			$ 134.36	$ 134.36		$ 130.64
I. TEMPORARY COLLECTION HAULING						
1. 4 Yard detachable container	540.00	$ 32.50	$ 103.56	$ 136.06		$ 130.12
2. 6 Yard detachable container	810.00	$ 48.75	$ 103.56	$ 152.31		$ 144.84
3. 8 Yard detachable container	1,080.00	$ 65.00	$ 103.56	$ 168.56		$ 159.55
4. Non-compacted 10 cubic yard Drop-box				$ 149.59		$ 145.44
5. Non-compacted 20 cubic yard Drop-box				$ 172.60		$ 167.82
6. Non-compacted 30 cubic yard Drop-box				$ 195.62		$ 190.19
7. Non-compacted 40 cubic yard Drop-box				$ 207.12		$ 201.38

Comparative Budget Worksheet By Object

Object	2012 Adopted Budget	2012 Current Budget	2012 YTD Actuals	2012 Current Year Est.	2013 Dept Request	2013 Service Package	2013 Proposed Budget	2013 Base Budget	2013 Final Budget	Change in Budget	Pct Chg
Department 16 Administrative Services											
Revenue Accounts											
3210000 - Master License	160,000	160,000	140,566	160,000	160,000	0	160,000	160,000	160,000	0.00	0.00
3216000 - Buss Lic-Professional/Occuptnl	7,600	7,600	6,015	7,600	7,600	0	7,600	7,600	7,600	0.00	0.00
3216003 - Buss Lic-WATCH Program	0	0	410	350	0	0	0	0	0	0.00	0.00
3218000 - Buss Lic - Penalties	50	50	6	50	50	0	50	50	50	0.00	0.00
3223000 - Animal Licenses	0	25,000	17,362	25,000	0	0	0	25,000	0	-25,000.00	-100.00
3414300 - Financial/Accounting Services	1,800	1,800	900	1,800	1,800	0	1,800	0	1,800	0.00	0.00
3415200 - Franchise Reimbursements-cable	3,000	3,000	0	0	0	0	0	0	0	-3,000.00	-100.00
3417520 - Franchise Reimbursements-Cable	0	0	0	3,000	0	0	0	3,000	0	0.00	0.00
3457001 - Video and Audio Taping Service	1,826	1,826	1,088	1,826	1,826	0	1,826	1,826	1,826	0.00	0.00
3458900 - Hearing Examiner Appeal Fee	1,000	1,000	0	500	1,000	0	1,000	1,000	1,000	0.00	0.00
3625020 - Lease Rev Highland Park Center	73,588	73,588	46,456	62,343	73,651	0	73,651	73,588	73,651	63.00	0.08
3625021 - CAM Highland Park Center	0	0	5,528	7,368	0	0	0	0	0	0.00	0.00
3625022 - Lease Revenue Admin Fee	0	0	1,695	2,256	0	0	0	0	0	0.00	0.00
3698100 - Misc-Cash Over/Short	0	0	0	0	0	0	0	1,800	0	0.00	0.00
3699000 - Miscellaneous Revenue	25,000	20,000	0	22,000	25,000	0	25,000	22,000	25,000	5,000.00	25.00
3699003 - Credit Card Rebate	0	5,000	5,371	6,500	6,500	0	6,500	5,000	6,500	1,500.00	30.00
Total Revenue Accounts:	273,864	298,864	225,397	300,593	277,427	0	277,427	300,864	277,427	-21,437.00	-7.17
Department 17 City Wide											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	1,245,640	1,459,714	0	0	787,208	350,205	1,137,413	805,000	1,137,413	-322,301.00	-22.07
3111000 - Property Tax	10,051,000	10,051,000	5,366,956	10,051,000	9,409,277	0	9,409,277	10,051,000	9,409,277	-641,723.00	-6.38
3131000 - Local Sales & Use Taxes	6,301,418	6,301,418	4,491,653	6,500,000	6,574,800	0	6,574,800	6,301,418	6,574,800	273,382.00	4.33
3164300 - Private Utility, Tax-Gas	950,000	950,000	667,930	950,000	966,946	0	966,946	950,000	966,946	16,946.00	1.78
3164500 - Private Utility, Tax-Garbage	489,250	489,250	245,847	489,250	497,977	0	497,977	489,250	497,977	8,727.00	1.78
3164600 - Private Utility, Tax-Cable	795,000	795,000	505,563	795,000	809,181	0	809,181	795,000	809,181	14,181.00	1.78
3164701 - Priv Util Tax-Tele,Cell,Pager	1,675,000	1,675,000	935,641	1,675,000	1,704,878	0	1,704,878	1,675,000	1,704,878	29,878.00	1.78
3167800 - Utility Tax-Storm Drainage	195,775	195,775	105,710	195,775	201,648	0	201,648	195,775	201,648	5,873.00	3.00
3172000 - Leasehold Excise Tax	7,200	7,200	5,291	7,200	7,200	0	7,200	7,200	7,200	0.00	0.00
3175100 - Punch Boards/Pull Tabs	81,500	81,500	84,396	139,030	142,822	0	142,822	81,500	142,822	61,322.00	75.24
3175300 - Amusement Games	125	125	187	250	125	0	125	125	125	0.00	0.00
3175400 - Card Games	1,742,146	1,742,146	996,963	1,610,279	1,612,504	0	1,612,504	1,742,146	1,612,504	-129,642.00	-7.44
3198010 - Penalties & Int, Gambling Tax	75,397	75,397	66,567	92,458	90,295	0	90,295	75,397	90,295	14,898.00	19.75
3210000 - Master License	0	0	0	0	0	0	0	0	0	0.00	0.00
3219101 - Franchise Fee - Cable	710,000	710,000	453,046	710,000	722,665	0	722,665	710,000	722,665	12,665.00	1.78
3219103 - Franchise Fee - Water	690,000	690,000	344,662	690,000	715,327	0	715,327	690,000	715,327	25,327.00	3.67
3219104 - Franchise Fee - Sewage	763,230	763,230	570,750	763,230	786,127	0	786,127	763,230	786,127	22,897.00	3.00
3223000 - Animal Licenses	0	0	0	0	0	0	0	0	0	0.00	0.00
3339701 - FEMA INDIRECT WA ST MIL DE	0	0	491	267	0	0	0	0	0	0.00	0.00
3340185 - WA St. Disaster Assistance	0	0	82	45	0	0	0	0	0	0.00	0.00
3360694 - Liquor Excise Tax	261,201	261,201	192,027	192,027	43,852	0	43,852	261,201	43,852	-217,349.00	-83.21

Comparative Budget Worksheet By Object

Object	2012 Adopted Budget	2012 Current Budget	2012 YTD Actuals	2012 Current Year Est.	2013 Dept Request	2013 Service Package	2013 Proposed Budget	2013 Base Budget	2013 Final Budget	Change in Budget	Pct Chg
3360695 - Liquor Board Profits	322,722	322,722	402,068	520,317	468,852	0	468,852	322,722	468,852	146,130.00	45.28
3377100 - City of Seattle-Cty Light Cont	1,854,704	1,854,704	1,127,281	1,800,690	1,829,501	0	1,829,501	1,854,704	1,829,501	-25,203.00	-1.35
3417500 - Sales of Nontaxable Merchandis	0	0	1,982	1,487	0	0	0	0	0	0.00	0.00
3575100 - Superior Court Restitution	0	0	2,136	2,101	0	0	0	0	0	0.00	0.00
3611100 - Investment Interest	74,000	74,000	10,966	27,000	20,000	0	20,000	74,000	20,000	-54,000.00	-72.97
3611110 - LGIP Investment Interest	16,000	16,000	10,754	9,000	6,500	0	6,500	16,000	6,500	-9,500.00	-59.37
3613100 - Realized Investment Gain\Loss	0	0	1,247	2,000	0	0	0	0	0	0.00	0.00
3614000 - Interest-Cont,Note,Loan,A/R	3,500	3,500	2,003	3,500	3,500	0	3,500	3,500	3,500	0.00	0.00
3614001 - SWM Interest_Delin Utlty Tax	0	0	671	671	0	0	0	0	0	0.00	0.00
3628002 - Vend Machine Proceeds-Non Tax	0	0	59	37	0	0	0	0	0	0.00	0.00
3698100 - Misc-Cash Over/Short	0	0	1	0	0	0	0	0	0	0.00	0.00
3699000 - Miscellaneous Revenue	2,500	2,500	149	2,500	2,500	0	2,500	2,500	2,500	0.00	0.00
3699001 - Misc Rev-Recovery of NSF Fees	0	0	168	140	0	0	0	0	0	0.00	0.00
3970000 - Operating Transfers In	999,089	999,089	749,317	999,089	946,045	0	946,045	946,045	946,045	-53,044.00	-5.30
Total Revenue Accounts:	29,306,397	29,520,471	17,342,564	28,229,343	28,349,730	350,205	28,699,935	28,812,713	28,699,935	-820,536.00	-2.77
Department 18 Human Resources											
Revenue Accounts											
3699000 - Miscellaneous Revenue	8,000	0	923	922	0	0	0	0	0	0.00	0.00
3699002 - Misc. Rev. Flex-Plan Forfeits	0	0	431	430	0	0	0	0	0	0.00	0.00
3699004 - Worker's Comp Refund	0	8,000	0	8,000	8,000	0	8,000	8,000	8,000	0.00	0.00
Total Revenue Accounts:	8,000	8,000	1,354	9,352	8,000	0	8,000	8,000	8,000	0.00	0.00
Department 20 Police											
Revenue Accounts											
3137100 - Local Criminal Justice Funding	1,113,330	1,113,330	807,263	1,113,330	1,171,779	0	1,171,779	1,113,330	1,171,779	58,449.00	5.24
3311601 - Dept of Justice_DEA_TDS Task F	0	0	10,758	9,011	0	0	0	0	0	0.00	0.00
3311602 - Dept of Justice OCDETF	0	0	2,794	2,794	0	0	0	0	0	0.00	0.00
3311671 - Dept of Justice, Direct-COPS	0	0	0	0	0	0	0	0	0	0.00	0.00
3311672 - DOJ-Byrne Memorial Grant Prog	0	31,321	5,127	31,321	0	0	0	0	0	-31,321.00	-100.00
3312110 - US Treas. Secret Service Reimb	9,000	9,000	16,139	11,329	9,000	0	9,000	9,000	9,000	0.00	0.00
3331673 - Byrne Memorial Grant-Seattle	20,872	34,795	7,153	13,923	0	0	0	20,872	0	-34,795.00	-100.00
3332062 - Traffic Safety Equipment Grant	0	3,275	3,178	3,275	0	0	0	0	0	-3,275.00	-100.00
3340351 - Traffic Safety Commission	0	0	7,324	7,324	0	0	0	0	0	0.00	0.00
3340691 - WA Assoc Sheriffs/Police Chief	0	0	0	0	0	0	0	0	0	0.00	0.00
3360621 - MVET - Violent Crime	13,300	13,300	8,919	13,300	13,850	0	13,850	13,300	13,850	550.00	4.13
3360625 - MVET - CJ Contracted Service	78,280	78,280	58,630	78,280	78,280	0	78,280	78,280	78,280	0.00	0.00
3360626 - Criminal Justice-Special Prgms	23,252	23,252	8,729	11,757	12,327	0	12,327	23,252	12,327	-10,925.00	-46.98
3360651 - DUI/Other Criminal Just Assist	10,000	10,000	7,523	10,000	10,000	0	10,000	10,000	10,000	0.00	0.00
3371000 - Interlocal Funding - General	0	0	28,998	44,000	0	0	0	0	0	0.00	0.00
3379000 - Interlocal Government-Other	52,747	52,747	0	0	54,030	0	54,030	52,747	54,030	1,283.00	2.43
3415000 - Sales/Services-Taxable	1,000	1,000	0	0	500	0	500	1,000	500	-500.00	-50.00
3429000 - Kenmore - Jail Van Svc. Charge	1,000	1,000	1,026	2,052	1,500	0	1,500	1,000	1,500	500.00	50.00
3429001 - DUI Car Impound Admin Fee	45,000	45,000	36,900	45,000	45,000	0	45,000	45,000	45,000	0.00	0.00

Comparative Budget Worksheet By Object

Object	2012 Adopted Budget	2012 Current Budget	2012 YTD Actuals	2012 Current Year Est.	2013 Dept Request	2013 Service Package	2013 Proposed Budget	2013 Base Budget	2013 Final Budget	Change in Budget	Pct Chg
3599001 - Fines/Penalties-Code Violation	5,000	5,000	3,000	4,000	4,000	0	4,000	5,000	4,000	-1,000.00	-20.00
3628003 - Merchandise Sales	0	0	164	132	0	0	0	0	0	0.00	0.00
Total Revenue Accounts:	1,372,781	1,421,300	1,013,625	1,400,828	1,400,266	0	1,400,266	1,372,781	1,400,266	-21,034.00	-1.47
Department 21 Criminal Justice											
Revenue Accounts											
3371000 - Interlocal Funding - General	0	0	0	0	100,000	0	100,000	100,000	100,000	100,000.00	0.00
3392168 - Byrne Memorial Grant Recovery	0	10,596	10,688	10,687	0	0	0	0	0	-10,596.00	-100.00
3531000 - Traffic Infraction Refund	625,000	625,000	1,098	598,873	625,000	0	625,000	625,000	625,000	0.00	0.00
Total Revenue Accounts:	625,000	635,596	11,786	609,560	725,000	0	725,000	725,000	725,000	89,404.00	14.06
Department 24 Parks, Recreation, Cultural S											
Revenue Accounts											
3219000 - Concession Permits	300	300	77	300	300	0	300	300	300	0.00	0.00
3360626 - Criminal Justice-Special Prgms	16,731	16,731	12,422	16,731	16,731	0	16,731	16,731	16,731	0.00	0.00
3379001 - LFP Teen Participation	0	0	0	0	0	0	0	0	0	0.00	0.00
3387401 - LFP Residential Discount	0	0	9,561	13,234	0	0	0	0	0	0.00	0.00
3414300 - Financial/Accounting Services	0	0	1,912	2,195	0	0	0	0	0	0.00	0.00
3473000 - Teen Trips	3,540	3,540	11,695	9,419	2,400	0	2,400	3,540	2,400	-1,140.00	-32.20
3473001 - Teen Classes	8,145	8,145	4,090	6,000	13,300	0	13,300	8,145	13,300	5,155.00	63.29
3473101 - Activity Fees-Lessons	193,000	193,000	168,564	197,000	198,150	0	198,150	193,000	198,150	5,150.00	2.66
3473102 - Activity Fees-Fitness Classes	22,850	22,850	17,746	23,000	22,850	0	22,850	22,850	22,850	0.00	0.00
3473103 - Activity Fees-Arthritis Progrm	7,800	7,800	5,852	7,900	7,800	0	7,800	7,800	7,800	0.00	0.00
3473104 - Activ Fee-Admisns/Drop In Txbl	115,000	115,000	87,922	112,202	115,000	0	115,000	115,000	115,000	0.00	0.00
3473105 - Activity Fee-One Time Rnt Txbl	57,000	57,000	40,660	61,930	63,000	0	63,000	57,000	63,000	6,000.00	10.52
3473107 - Activity Fee-Locker Fees	2,200	2,200	1,358	1,700	1,800	0	1,800	2,200	1,800	-400.00	-18.18
3473111 - Activity Fee-Water Sfty Course	7,600	7,600	8,785	9,425	9,500	0	9,500	7,600	9,500	1,900.00	25.00
3473200 - Athletic Field Rental - All	340,000	340,000	260,832	340,000	350,000	0	350,000	340,000	350,000	10,000.00	2.94
3473201 - Athletic Field Rental-Youth	0	0	10	0	0	0	0	0	0	0.00	0.00
3473202 - Athletic Field Rental-Adult	0	0	0	0	0	0	0	0	0	0.00	0.00
3473211 - City Hall Meeting Room Rentals	0	0	0	0	0	0	0	0	0	0.00	0.00
3476220 - Preschool-Sports Skills	23,000	23,000	24,169	23,000	23,000	0	23,000	23,000	23,000	0.00	0.00
3476221 - Preschool-Arts	11,000	11,000	29,349	20,000	17,000	0	17,000	11,000	17,000	6,000.00	54.54
3476222 - Preschool-Indoor Playground	12,000	12,000	8,263	12,000	12,000	0	12,000	12,000	12,000	0.00	0.00
3476329 - Youth-Summer Playground	192,000	192,000	193,672	192,000	200,000	0	200,000	192,000	200,000	8,000.00	4.16
3476331 - Youth-Arts	35,000	35,000	36,145	36,000	36,000	0	36,000	35,000	36,000	1,000.00	2.85
3476336 - Youth-Special Interest	33,000	33,000	17,225	20,000	20,000	0	20,000	33,000	20,000	-13,000.00	-39.39
3476337 - Youth-Skyhawk Program	10,000	10,000	14,225	10,000	10,000	0	10,000	10,000	10,000	0.00	0.00
3476339 - Youth-Sports Skills	24,500	24,500	24,723	20,000	24,500	0	24,500	24,500	24,500	0.00	0.00
3476340 - Youth-Health & Fitness	10,000	10,000	3,866	7,000	10,000	0	10,000	10,000	10,000	0.00	0.00
3476441 - Adult-Arts	20,000	20,000	10,549	11,000	15,000	0	15,000	20,000	15,000	-5,000.00	-25.00
3476442 - Adult-Sports Leagues	27,000	27,000	19,057	20,000	20,000	0	20,000	27,000	20,000	-7,000.00	-25.92
3476444 - Adult-Special Interest	4,000	4,000	1,681	3,000	8,000	0	8,000	4,000	8,000	4,000.00	100.00
3476446 - Adult-Health/Fitness	68,000	68,000	45,611	54,000	78,000	0	78,000	68,000	78,000	10,000.00	14.70

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Object	2012 Adopted Budget	2012 Current Budget	2012 YTD Actuals	2012 Current Year Est.	2013 Dept Request	2013 Service Package	2013 Proposed Budget	2013 Base Budget	2013 Final Budget	Change in Budget	Pct Chg
3476447 - Adult-Dog Obedience	8,000	8,000	2,106	4,000	4,000	0	4,000	8,000	4,000	-4,000.00	-50.00
3476555 - Special Rec-Trips	16,000	16,000	10,123	14,000	12,000	0	12,000	16,000	12,000	-4,000.00	-25.00
3476558 - Special Rec-Classes	75,000	75,000	72,935	79,000	79,000	0	79,000	75,000	79,000	4,000.00	5.33
3476665 - City Wide-Celebrate Shoreline	18,000	18,000	12,702	14,000	18,000	0	18,000	18,000	18,000	0.00	0.00
3476999 - Shoreline Scholarship Clearing	-45,000	-45,000	-40,257	-45,000	-45,000	0	-45,000	-45,000	-45,000	0.00	0.00
3575100 - Superior Court Restitution	0	0	268	268	0	0	0	0	0	0.00	0.00
3611110 - LGIP Investment Interest	500	500	0	500	0	0	0	500	0	-500.00	-100.00
3624001 - Rec Center Rental	16,000	16,000	7,930	12,500	13,000	0	13,000	16,000	13,000	-3,000.00	-18.75
3624002 - Pic Nic Shelter Rental	17,000	17,000	20,011	17,000	17,000	0	17,000	17,000	17,000	0.00	0.00
3624003 - Spartan Gym Rental	42,500	42,500	41,322	45,000	49,000	0	49,000	42,500	49,000	6,500.00	15.29
3624004 - Booth Rental	4,000	4,000	75	4,600	4,600	0	4,600	4,000	4,600	600.00	15.00
3624005 - City Hall Meeting Room Rentals	2,100	2,100	9,365	6,000	6,000	0	6,000	2,100	6,000	3,900.00	185.71
3626000 - Rental Income-Caretaker House	5,028	5,028	3,936	5,249	5,256	0	5,256	5,028	5,256	228.00	4.53
3626002 - Rent-Kruckeberg Garden	0	0	-9,959	0	0	0	0	0	0	0.00	0.00
3628002 - Vend Machine Proceeds-Non Tax	2,000	2,000	1,013	1,717	1,700	0	1,700	2,000	1,700	-300.00	-15.00
3628003 - Merchandise Sales	7,200	7,200	5,472	7,200	7,200	0	7,200	7,200	7,200	0.00	0.00
3629001 - Use of Property - Cell Tower	40,464	40,464	43,856	40,464	82,104	0	82,104	40,464	82,104	41,640.00	102.90
3629003 - Community Garden Application	0	0	1,130	1,130	0	0	0	0	0	0.00	0.00
3670100 - Donate From Priv Sourc-General	0	0	10,179	10,179	0	0	0	0	0	0.00	0.00
3672200 - Donate From Priv Src-Memorial	3,000	3,000	3,000	3,000	3,000	0	3,000	3,000	3,000	0.00	0.00
3698100 - Misc-Cash Over/Short	0	0	-11	0	0	0	0	0	0	0.00	0.00
3699000 - Miscellaneous Revenue	1,100	1,100	0	1,100	1,100	0	1,100	1,100	1,100	0.00	0.00
Total Revenue Accounts:	1,456,558	1,456,558	1,255,217	1,450,943	1,532,291	0	1,532,291	1,456,558	1,532,291	75,733.00	5.19
Department 25 Planning & Community Dev											
Revenue Accounts											
3221011 - Permits-Building & Structures	225,000	225,000	461,633	436,028	331,396	0	331,396	225,000	331,396	106,396.00	47.28
3221012 - Permits, Bldg/Struct- Plumbing	1,925	1,925	1,767	1,925	1,925	0	1,925	1,925	1,925	0.00	0.00
3221013 - Permits,Bldg/Struct-Electrical	10,700	10,700	17,083	16,913	16,204	0	16,204	10,700	16,204	5,504.00	51.43
3221131 - Mechanical Fees/Permits	60,000	60,000	80,465	90,315	74,550	0	74,550	60,000	74,550	14,550.00	24.25
3221241 - Land Use Fees/Permits	83,600	83,600	51,429	46,039	37,739	0	37,739	83,600	37,739	-45,861.00	-54.85
3221501 - Fire System Fees/Permits	7,500	7,500	9,976	18,915	22,567	0	22,567	7,500	22,567	15,067.00	200.89
3290000 - Interfund Licenses and Permits	2,500	2,500	3,734	542	0	0	0	2,500	0	-2,500.00	-100.00
3391811 - Energy Efficiency & Consv Grnt	0	9,889	9,889	9,889	0	0	0	0	0	-9,889.00	-100.00
3417500 - Sales of Nontaxable Merchandis	0	0	151	71	0	0	0	0	0	0.00	0.00
3424011 - Inspection Service-Plumbing	44,500	44,500	63,124	71,462	49,294	0	49,294	44,500	49,294	4,794.00	10.77
3458311 - Plan Check Fees	197,500	197,500	263,842	386,667	327,880	0	327,880	197,500	327,880	130,380.00	66.01
3458900 - Hearing Examiner Appeal Fee	5,000	5,000	0	5,000	5,000	0	5,000	5,000	5,000	0.00	0.00
3458901 - MF Tax Exemption Application	0	0	435	435	0	0	0	0	0	0.00	0.00
3458902 - MF Tax Exemption Extension	0	0	150	149	0	0	0	0	0	0.00	0.00
3458991 - Environmental Review(SEPA/EIS)	8,500	8,500	5,980	7,500	7,500	0	7,500	8,500	7,500	-1,000.00	-11.76
3698100 - Misc-Cash Over/Short	0	0	-1	0	0	0	0	0	0	0.00	0.00
Total Revenue Accounts:	646,725	656,614	969,657	1,091,850	874,055	0	874,055	646,725	874,055	217,441.00	33.11

Comparative Budget Worksheet By Object

Object	2012 Adopted Budget	2012 Current Budget	2012 YTD Actuals	2012 Current Year Est.	2013 Dept Request	2013 Service Package	2013 Proposed Budget	2013 Base Budget	2013 Final Budget	Change in Budget	Pct Chg
Department 27 Public Works											
Revenue Accounts											
3224001 - Right of Way Fees/Permits	185,400	185,400	223,764	215,000	215,000	0	215,000	185,400	215,000	29,600.00	15.96
3340311 - DOE -CPG Grant	0	0	8,837	60,489	0	0	0	0	0	0.00	0.00
3372101 - KC Recyl-Cty Opt Pgm (COP/WRR)	38,710	38,710	0	37,332	37,331	0	37,331	38,710	37,331	-1,379.00	-3.56
3372102 - KC Lcl Haz Wst Mgmt Pgm(LHWM	24,757	24,757	0	24,757	24,829	0	24,829	24,757	24,829	72.42	0.29
3378000 - King County - METRO	0	0	-162	-162	0	0	0	0	0	0.00	0.00
3417500 - Sales of Nontaxable Merchandis	0	0	3,600	3,600	0	0	0	0	0	0.00	0.00
3625023 - Long Term ROW Lease Revenue	0	0	15,705	15,000	15,000	0	15,000	0	15,000	15,000.00	0.00
3671900 - Contrib. from Solid Waste Prov	181,628	181,628	128,237	220,926	227,333	0	227,333	181,628	227,333	45,705.00	25.16
3699005 - Refund on Prior Year Activity	0	0	15,890	0	0	0	0	0	0	0.00	0.00
Total Revenue Accounts:	430,495	430,495	395,871	576,942	519,493	0	519,493	430,495	519,493	88,998.42	20.67
Department 33 Community Services											
Revenue Accounts											
3223000 - Animal Licenses	25,000	0	0	0	0	0	0	0	0	0.00	0.00
3319701 - EMPG-Emer Mgmt Perform Grant	0	40,588	40,588	98,308	0	0	0	0	0	-40,588.00	-100.00
3331000 - CDBG Grant Allocation	108,257	108,257	14,168	105,716	102,881	0	102,881	108,257	102,881	-5,376.00	-4.96
3332000 - CDBG Grant Administration	33,257	33,257	18,634	28,335	26,500	0	26,500	33,257	26,500	-6,757.00	-20.31
3339701 - FEMA INDIRECT WA ST MIL DE	0	0	1,690	2,254	0	0	0	0	0	0.00	0.00
3340185 - WA St. Disaster Assistance	0	0	282	0	0	0	0	0	0	0.00	0.00
3360626 - Criminal Justice-Special Prgms	16,731	16,731	12,422	16,731	17,542	0	17,542	16,731	17,542	811.00	4.84
3360694 - Liquor Excise Tax	5,331	5,331	3,919	3,919	895	0	895	5,331	895	-4,436.00	-83.21
3360695 - Liquor Board Profits	6,586	6,586	8,205	10,619	9,557	0	9,557	6,586	9,557	2,971.00	45.11
Total Revenue Accounts:	195,162	210,750	99,908	265,882	157,375	0	157,375	170,162	157,375	-53,375.00	-25.32
Total General Fund:	34,314,982	34,638,648	21,315,379	33,935,293	33,843,637	350,205	34,193,842	33,923,298	34,193,842	-444,805.58	-1.28
Department 27 Public Works											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	155,057	155,057	0	0	100,000	0	100,000	94,298	100,000	-55,057.00	-35.50
3224001 - Right of Way Fees/Permits	0	0	0	0	0	0	0	0	0	0.00	0.00
3339701 - FEMA INDIRECT WA ST MIL DE	0	0	27,091	1,096	0	0	0	0	0	0.00	0.00
3340185 - WA St. Disaster Assistance	0	0	4,515	182	0	0	0	0	0	0.00	0.00
3360087 - MV Fuel Tax	1,125,180	1,125,180	799,608	1,087,408	1,099,493	0	1,099,493	1,125,180	1,099,493	-25,687.00	-2.28
3575100 - Superior Court Restitution	0	0	15	15	0	0	0	0	0	0.00	0.00
3611100 - Investment Interest	10,000	10,000	102	3,800	5,000	0	5,000	10,000	5,000	-5,000.00	-50.00
3611110 - LGIP Investment Interest	0	0	790	1,000	0	0	0	0	0	0.00	0.00
3613100 - Realized Investment Gain\Loss	0	0	95	200	0	0	0	0	0	0.00	0.00
3970000 - Operating Transfers In	918,218	918,218	688,664	918,218	1,013,203	0	1,013,203	818,218	1,013,203	94,985.00	10.34
3980000 - Insurance Premiums/Recovery	0	0	368	367	0	0	0	0	0	0.00	0.00
Total Revenue Accounts:	2,208,455	2,208,455	1,521,248	2,012,286	2,217,696	0	2,217,696	2,047,696	2,217,696	9,241.00	0.41
Total Street Fund:	2,208,455	2,208,455	1,521,248	2,012,286	2,217,696	0	2,217,696	2,047,696	2,217,696	9,241.00	0.41
Department 25 Planning & Community Dev											

Comparative Budget Worksheet By Object

Object	2012 Adopted Budget	2012 Current Budget	2012 YTD Actuals	2012 Current Year Est.	2013 Dept Request	2013 Service Package	2013 Proposed Budget	2013 Base Budget	2013 Final Budget	Change in Budget	Pct Chg
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	19,450	19,450	0	0	19,450	0	19,450	19,450	19,450	0.00	0.00
3611100 - Investment Interest	100	100	0	0	100	0	100	100	100	0.00	0.00
3611110 - LGIP Investment Interest	450	450	209	100	450	0	450	450	450	0.00	0.00
3694001 - Judgement/Settle-Abatemnt Coll	80,000	80,000	0	80,000	80,000	0	80,000	80,000	80,000	0.00	0.00
Total Revenue Accounts:	100,000	100,000	209	80,100	100,000	0	100,000	100,000	100,000	0.00	0.00
Total Code Abatement Fund:	100,000	100,000	209	80,100	100,000	0	100,000	100,000	100,000	0.00	0.00
Department 20 Police											
Revenue Accounts											
3611110 - LGIP Investment Interest	0	0	31	14	0	0	0	0	0	0.00	0.00
3693000 - State Asset Seizure Funds	5,000	5,000	69,036	12,297	13,800	0	13,800	5,000	13,800	8,800.00	176.00
Total Revenue Accounts:	5,000	5,000	69,067	12,311	13,800	0	13,800	5,000	13,800	8,800.00	176.00
Total State Drug Enforcement Forfeit:	5,000	5,000	69,067	12,311	13,800	0	13,800	5,000	13,800	8,800.00	176.00
Department 24 Parks, Recreation, Cultural S											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	35,150	68,961	0	0	69,500	0	69,500	35,150	69,500	539.00	0.78
3373104 - KC-4Culture Culture Dev. Auth.	0	0	4,000	0	0	0	0	0	0	0.00	0.00
3611100 - Investment Interest	1,050	1,050	0	0	500	0	500	1,050	500	-550.00	-52.38
3611110 - LGIP Investment Interest	0	0	354	250	0	0	0	0	0	0.00	0.00
3670100 - Donate From Priv Sourc-General	0	0	1,200	900	0	0	0	0	0	0.00	0.00
3699000 - Miscellaneous Revenue	0	2,500	0	2,500	0	0	0	0	0	-2,500.00	-100.00
Total Revenue Accounts:	36,200	72,511	5,554	3,650	70,000	0	70,000	36,200	70,000	-2,511.00	-3.46
Total Public Arts Fund:	36,200	72,511	5,554	3,650	70,000	0	70,000	36,200	70,000	-2,511.00	-3.46
Department 20 Police											
Revenue Accounts											
3611110 - LGIP Investment Interest	50	50	38	16	50	0	50	50	50	0.00	0.00
3693300 - Federal Asset Seizure Funds	5,000	5,000	24,994	22,126	20,700	0	20,700	5,000	20,700	15,700.00	314.00
Total Revenue Accounts:	5,050	5,050	25,032	22,142	20,750	0	20,750	5,050	20,750	15,700.00	310.89
Total Federal Drug Enforcement Forfe:	5,050	5,050	25,032	22,142	20,750	0	20,750	5,050	20,750	15,700.00	310.89
Department 99 Not Applicable											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	0	0	0	0	218,000	0	218,000	0	218,000	218,000.00	0.00
3449000 - TBD Vehicle Fees	601,140	601,140	525,170	601,140	701,140	0	701,140	601,140	701,140	100,000.00	16.63
3611110 - LGIP Investment Interest	60	60	63	60	60	0	60	60	60	0.00	0.00
Total Revenue Accounts:	601,200	601,200	525,233	601,200	919,200	0	919,200	601,200	919,200	318,000.00	52.89
Total Transportation Benefit Distric:	601,200	601,200	525,233	601,200	919,200	0	919,200	601,200	919,200	318,000.00	52.89
Department 99 Not Applicable											
Revenue Accounts											
3611110 - LGIP Investment Interest	0	0	1,040	886	0	0	0	0	0	0.00	0.00

Comparative Budget Worksheet By Object

Object	2012 Adopted Budget	2012 Current Budget	2012 YTD Actuals	2012 Current Year Est.	2013 Dept Request	2013 Service Package	2013 Proposed Budget	2013 Base Budget	2013 Final Budget	Change in Budget	Pct Chg
3970000 - Operating Transfers In	398,000	398,000	199,000	398,000	0	0	0	0	0	-398,000.00	-100.00
Total Revenue Accounts:	398,000	398,000	200,040	398,886	0	0	0	0	0	-398,000.00	-100.00
Total Property Tax Equalization Fund:	398,000	398,000	200,040	398,886	0	0	0	0	0	-398,000.00	-100.00
Department 20 Police											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	182,000	182,000	0	0	102,000	0	102,000	182,000	102,000	-80,000.00	-43.95
3611110 - LGIP Investment Interest	0	0	722	379	0	0	0	0	0	0.00	0.00
3693300 - Federal Asset Seizure Funds	0	0	0	0	0	0	0	0	0	0.00	0.00
3693400 - Federal Treasury Seizure Funds	0	25,000	418,851	418,851	25,000	0	25,000	0	25,000	0.00	0.00
Total Revenue Accounts:	182,000	207,000	419,573	419,230	127,000	0	127,000	182,000	127,000	-80,000.00	-38.64
Total Federal Criminal Forfeitures:	182,000	207,000	419,573	419,230	127,000	0	127,000	182,000	127,000	-80,000.00	-38.64
Department 99 Not Applicable											
Revenue Accounts											
3661001 - Interfund Interest	0	0	1,459	1,458	0	0	0	0	0	0.00	0.00
3970000 - Operating Transfers In	0	0	0	0	0	0	0	0	0	0.00	0.00
Total Revenue Accounts:	0	0	1,459	1,458	0	0	0	0	0	0.00	0.00
Total Revenue Stabilization Fund:	0	0	1,459	1,458	0	0	0	0	0	0.00	0.00
Department 32 Debt ServicesDepartment											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	0	0	0	2,603	200,000	0	200,000	0	200,000	200,000.00	0.00
3111001 - GO Bond 06 Tax Current	1,700,000	1,700,000	894,546	1,700,000	1,505,050	0	1,505,050	1,700,000	1,505,050	-194,950.00	-11.46
Total Revenue Accounts:	1,700,000	1,700,000	894,546	1,702,603	1,705,050	0	1,705,050	1,700,000	1,705,050	5,050.00	0.29
Total Unltd Tax GO Bond Fund, 2006:	1,700,000	1,700,000	894,546	1,702,603	1,705,050	0	1,705,050	1,700,000	1,705,050	5,050.00	0.29
Department 32 Debt ServicesDepartment											
Revenue Accounts											
3322120 - ARRA Bonds Interest Subsidy	386,370	386,370	193,185	386,370	386,370	0	386,370	386,370	386,370	0.00	0.00
3970000 - Operating Transfers In	1,272,697	1,272,697	828,103	1,273,652	1,274,197	0	1,274,197	1,343,944	1,274,197	1,500.00	0.11
Total Revenue Accounts:	1,659,067	1,659,067	1,021,288	1,660,022	1,660,567	0	1,660,567	1,730,314	1,660,567	1,500.00	0.09
Total Limited Tax GO Bond 2009:	1,659,067	1,659,067	1,021,288	1,660,022	1,660,567	0	1,660,567	1,730,314	1,660,567	1,500.00	0.09
Department 28 General Government CIP											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	686,734	2,039,259	0	0	716,607	0	716,607	686,734	716,607	-1,322,652.00	-64.85
3173400 - REET-1st Quarter	509,294	509,294	380,333	482,619	580,541	0	580,541	509,294	580,541	71,247.00	13.98
3198020 - REET Penalties & Interest	0	0	2	0	0	0	0	0	0	0.00	0.00
3371000 - Interlocal Funding - General	214,000	214,000	0	0	165,000	0	165,000	214,000	165,000	-49,000.00	-22.89
3378300 - K.C. Trails Levy Funding	223,000	223,000	57,408	113,728	117,140	0	117,140	223,000	117,140	-105,860.00	-47.47
3611100 - Investment Interest	21,978	21,978	0	5,000	3,617	0	3,617	21,978	3,617	-18,361.00	-83.54
3611110 - LGIP Investment Interest	0	0	3,967	0	0	0	0	0	0	0.00	0.00
3671910 - Cable - Education/Govt. Grant	0	0	8,619	2,339	0	0	0	0	0	0.00	0.00
3672200 - Donate From Priv Src-Memorial	0	0	0	0	0	0	0	0	0	0.00	0.00

Comparative Budget Worksheet By Object

Object	2012 Adopted Budget	2012 Current Budget	2012 YTD Actuals	2012 Current Year Est.	2013 Dept Request	2013 Service Package	2013 Proposed Budget	2013 Base Budget	2013 Final Budget	Change in Budget	Pct Chg
3917001 - Other Note Proceeds	0	0	0	0	2,980,000	0	2,980,000	0	2,980,000	2,980,000.00	0.00
3970000 - Operating Transfers In	210,000	210,000	37,500	130,000	177,845	0	177,845	97,845	177,845	-32,155.00	-15.31
Total Revenue Accounts:	1,865,006	3,217,531	487,829	733,686	4,740,750	0	4,740,750	1,752,851	4,740,750	1,523,219.00	47.34
Total General Capital Fund:	1,865,006	3,217,531	487,829	733,686	4,740,750	0	4,740,750	1,752,851	4,740,750	1,523,219.00	47.34
Department 31 Facility Major Maintenance											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	0	0	0	0	48,134	0	48,134	0	48,134	48,134.00	0.00
3611100 - Investment Interest	825	825	0	200	834	0	834	825	834	9.00	1.09
3611110 - LGIP Investment Interest	0	0	184	0	0	0	0	0	0	0.00	0.00
3970000 - Operating Transfers In	164,032	164,032	60,000	164,032	74,032	0	74,032	74,032	74,032	-90,000.00	-54.86
Total Revenue Accounts:	164,857	164,857	60,184	164,232	123,000	0	123,000	74,857	123,000	-41,857.00	-25.38
Total City Facility-Major Maint Fund:	164,857	164,857	60,184	164,232	123,000	0	123,000	74,857	123,000	-41,857.00	-25.38
Department 29 Roads Capital Improvements											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	1,110,399	1,997,749	0	0	25,951	0	25,951	1,110,399	25,951	-1,971,798.00	-98.70
3173500 - REET-2nd Quarter	509,294	509,294	380,333	482,619	580,541	0	580,541	509,294	580,541	71,247.00	13.98
3198020 - REET Penalties & Interest	0	0	2	0	0	0	0	0	0	0.00	0.00
3224500 - Residentl Parking Zone Permit	0	0	88	0	0	0	0	0	0	0.00	0.00
3310000 - Federal Direct - Unassigned	1,077,422	1,111,918	0	34,496	0	0	0	1,077,422	0	-1,111,918.00	-100.00
3330100 - Federal Indirect-General	712,123	712,123	0	286,022	438,113	0	438,113	712,123	438,113	-274,010.00	-38.47
3331000 - CDBG Grant Allocation	35,000	35,000	0	0	35,000	0	35,000	35,000	35,000	0.00	0.00
3332022 - SAFETEA-LU Grant	0	159,205	159,205	159,205	0	0	0	0	0	-159,205.00	-100.00
3332024 - Highway Safety Impv. Program	0	0	0	0	971,210	0	971,210	350,000	971,210	971,210.00	0.00
3332026 - Cong.Mitigation & Air Quality	1,826,677	4,438,017	722,492	3,348,704	2,289,613	0	2,289,613	1,826,677	2,289,613	-2,148,404.00	-48.40
3332027 - Safe Routes To Schools	335,000	385,000	39,229	385,000	15,000	0	15,000	335,000	15,000	-370,000.00	-96.10
3332050 - FTA Capital Investment Grant	0	0	0	0	3,659,666	0	3,659,666	0	3,659,666	3,659,666.00	0.00
3332058 - Surface Transp Program - Urban	0	2,212,828	1,364,554	2,031,979	436,283	0	436,283	0	436,283	-1,776,545.00	-80.28
3340314 - DOE LID Stormwater Grant	0	182,883	182,883	182,883	0	0	0	0	0	-182,883.00	-100.00
3340361 - WA St. Regional Mobility Grant	0	246,862	3,187,268	3,759,115	995,586	0	995,586	0	995,586	748,724.00	303.29
3340382 - Trans. Imp. Brd. Aurora	173,648	173,648	462,501	864,263	3,330,365	0	3,330,365	173,648	3,330,365	3,156,717.00	1,817.88
3340422 - Urban Vitality Grant (PWB)	0	100,011	100,000	100,011	0	0	0	0	0	-100,011.00	-100.00
3371000 - Interlocal Funding - General	64,252	396,531	0	430,136	3,060,913	0	3,060,913	64,252	3,060,913	2,664,382.00	671.92
3371010 - Interlocal Funding - SCL	0	0	97,205	0	0	0	0	0	0	0.00	0.00
3371020 - Interlocal Funding - SPU	0	0	60,370	0	0	0	0	0	0	0.00	0.00
3378000 - King County - METRO	0	370,054	109,055	122,194	0	0	0	0	0	-370,054.00	-100.00
3378001 - King County FTA Swap	0	0	34,496	0	0	0	0	0	0	0.00	0.00
3379000 - Interlocal Government-Other	23,000	23,000	0	23,000	0	0	0	23,000	0	-23,000.00	-100.00
3611100 - Investment Interest	23,404	23,404	0	5,000	6,243	0	6,243	23,404	6,243	-17,161.00	-73.32
3611110 - LGIP Investment Interest	0	0	2,591	0	0	0	0	0	0	0.00	0.00
3625025 - Rent - Misc Constr Projects	0	0	10,103	0	0	0	0	0	0	0.00	0.00
3970000 - Operating Transfers In	1,623,825	1,623,825	1,138,930	1,623,825	1,352,136	0	1,352,136	1,148,090	1,352,136	-271,689.00	-16.73
3980000 - Insurance Premiums/Recovery	0	0	455	0	0	0	0	0	0	0.00	0.00

Comparative Budget Worksheet By Object

Object	2012 Adopted Budget	2012 Current Budget	2012 YTD Actuals	2012 Current Year Est.	2013 Dept Request	2013 Service Package	2013 Proposed Budget	2013 Base Budget	2013 Final Budget	Change in Budget	Pct Chg
Total Revenue Accounts:	7,514,044	14,701,352	8,051,760	13,838,452	17,196,620	0	17,196,620	7,388,309	17,196,620	2,495,268.00	16.97
Total Roads Capital Fund:	7,514,044	14,701,352	8,051,760	13,838,452	17,196,620	0	17,196,620	7,388,309	17,196,620	2,495,268.00	16.97
Department 27 Public Works											
Revenue Accounts											
3339701 - FEMA INDIRECT WA ST MIL DE	0	0	63,579	29,295	0	0	0	0	0	0.00	0.00
3340185 - WA St. Disaster Assistance	0	0	10,596	4,883	0	0	0	0	0	0.00	0.00
3340314 - DOE LID Stormwater Grant	60,000	0	0	0	0	0	0	0	0	0.00	0.00
3340315 - DOE Local Source Control	0	46,200	1,230	46,200	0	0	0	0	0	-46,200.00	-100.00
3340316 - DOE Municipal Stormwater Capac	0	177,266	61,999	177,266	0	0	0	0	0	-177,266.00	-100.00
3980000 - Insurance Premiums/Recovery	0	0	1,550	1,550	0	0	0	0	0	0.00	0.00
Total Revenue Accounts:	60,000	223,466	138,954	259,194	0	0	0	0	0	-223,466.00	-100.00
Department 30 Surface Water CIP											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	1,383,990	1,737,990	0	0	638,454	0	638,454	1,183,408	638,454	-1,099,536.00	-63.26
3340314 - DOE LID Stormwater Grant	195,000	195,000	13,094	195,000	435,000	0	435,000	195,000	435,000	240,000.00	123.07
3372104 - KC Fld Zn Dst Opportunity Fd	95,404	95,404	54,703	206,874	80,000	0	80,000	95,404	80,000	-15,404.00	-16.14
3438300 - Storm Drainage Fees/Charges	3,233,639	3,233,639	1,688,672	3,210,072	3,486,374	0	3,486,374	3,233,639	3,486,374	252,735.00	7.81
3438399 - Public Schools SWM Fee Credit	0	0	0	0	-180,000	0	-180,000	0	-180,000	-180,000.00	0.00
3611100 - Investment Interest	29,693	29,693	1,463	15,690	7,402	0	7,402	29,693	7,402	-22,291.00	-75.07
3611110 - LGIP Investment Interest	0	0	4,254	0	0	0	0	0	0	0.00	0.00
3614100 - SWM Interest_Delin Utlty Fee	0	0	11,190	12,000	0	0	0	0	0	0.00	0.00
3917001 - Other Note Proceeds	0	0	0	0	0	0	0	0	0	0.00	0.00
Total Revenue Accounts:	4,937,726	5,291,726	1,773,376	3,639,636	4,467,230	0	4,467,230	4,737,144	4,467,230	-824,496.00	-15.58
Total SWM Utility Fund:	4,997,726	5,515,192	1,912,330	3,898,830	4,467,230	0	4,467,230	4,737,144	4,467,230	-1,047,962.00	-19.00
Department 16 Administrative Services											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	15,000	15,000	0	0	15,000	0	15,000	15,000	15,000	0.00	0.00
3339701 - FEMA INDIRECT WA ST MIL DE	0	0	13,077	3,746	0	0	0	0	0	0.00	0.00
3340185 - WA St. Disaster Assistance	0	0	2,180	624	0	0	0	0	0	0.00	0.00
3611110 - LGIP Investment Interest	250	250	164	200	250	0	250	250	250	0.00	0.00
3651000 - Interfund Equip/Vehicle Rents	182,000	182,000	181,401	181,401	198,385	0	198,385	182,000	198,385	16,385.00	9.00
Total Revenue Accounts:	197,250	197,250	196,822	185,971	213,635	0	213,635	197,250	213,635	16,385.00	8.30
Total Vehicle Operations/Maintenance:	197,250	197,250	196,822	185,971	213,635	0	213,635	197,250	213,635	16,385.00	8.30
Department 16 Administrative Services											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	0	25,675	0	0	82,321	0	82,321	0	82,321	56,646.00	220.62
3611100 - Investment Interest	11,000	11,000	1,775	3,500	11,000	0	11,000	11,000	11,000	0.00	0.00
3611110 - LGIP Investment Interest	850	850	1,880	850	850	0	850	850	850	0.00	0.00
3613100 - Realized Investment Gain\Loss	0	0	24	0	0	0	0	0	0	0.00	0.00
3652000 - Interfund Equip Rent-Long Term	247,441	247,441	247,440	247,440	260,756	0	260,756	247,441	260,756	13,315.00	5.38

Comparative Budget Worksheet By Object

Object	2012 Adopted Budget	2012 Current Budget	2012 YTD Actuals	2012 Current Year Est.	2013 Dept Request	2013 Service Package	2013 Proposed Budget	2013 Base Budget	2013 Final Budget	Change in Budget	Pct Chg
3970000 - Operating Transfers In	267,363	267,363	267,363	267,363	100,000	0	100,000	100,000	100,000	-167,363.00	-62.59
Total Revenue Accounts:	526,654	552,329	518,482	519,153	454,927	0	454,927	359,291	454,927	-97,402.00	-17.63
Total Equipment Replace/Deprec Fund:	526,654	552,329	518,482	519,153	454,927	0	454,927	359,291	454,927	-97,402.00	-17.63
Department 16 Administrative Services											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	21,764	21,764	0	0	0	0	0	21,764	0	-21,764.00	-100.00
3611110 - LGIP Investment Interest	50	50	30	50	0	0	0	50	0	-50.00	-100.00
3970000 - Operating Transfers In	67,732	67,732	45,155	67,732	17,500	0	17,500	17,500	17,500	-50,232.00	-74.16
Total Revenue Accounts:	89,546	89,546	45,185	67,782	17,500	0	17,500	39,314	17,500	-72,046.00	-80.45
Total Unemployment Fund:	89,546	89,546	45,185	67,782	17,500	0	17,500	39,314	17,500	-72,046.00	-80.45
Report Total	56,565,037	66,032,988	37,271,220	60,257,287	67,891,362	350,205	68,241,567	54,879,774	68,241,567	2,208,579.42	-80.45

Comparative Budget Worksheet By Object

Object	2012 Adopted Budget	2012 Current Budget	2012 YTD Actuals	2012 Current Year Est.	2013 Dept Request	2013 Service Package	2013 Proposed Budget	2013 Base Budget	2013 Final Budget	Change in Budget	Pct Chg
Department 10 City Council											
Expense Accounts											
5110000 - Salaries	60,900	60,900	48,213	60,900	60,900	0	60,900	60,900	60,900	0.00	0.00
5111000 - Salaries-Extra Help	0	0	0	0	0	0	0	0	0	0.00	0.00
5212000 - Social Security Replace Progrm	3,776	3,776	2,989	3,775	3,776	0	3,776	3,776	3,776	0.00	0.00
5213000 - Soc Sec Replace Pgm-Xtra Help	0	0	0	0	0	0	0	0	0	0.00	0.00
5215000 - Insurance Premium Allowance	65,436	65,436	51,804	65,436	73,920	0	73,920	73,920	73,920	8,484.00	12.96
5220000 - Medicare	1,983	1,983	1,450	1,983	1,100	0	1,100	883	1,100	-883.05	-44.53
5221000 - Medicare - Extra Help	0	0	0	0	0	0	0	0	0	0.00	0.00
5230000 - Labor & Industries	1,425	1,425	1,041	1,424	1,479	0	1,479	1,479	1,479	54.21	3.80
5231000 - Labor & Industries-Extra Help	0	0	0	0	0	0	0	0	0	0.00	0.00
5310000 - Office Supplies	1,500	1,500	1,064	1,500	1,500	0	1,500	1,500	1,500	0.00	0.00
5360000 - Software/Upgrades/Licenses	0	0	184	55	0	0	0	0	0	0.00	0.00
5410000 - Professional Services	7,500	7,500	8,133	8,133	8,000	0	8,000	7,500	8,000	500.00	6.66
5425000 - Postage/Courier	100	100	15	100	100	0	100	100	100	0.00	0.00
5430000 - Travel(Lodge,meals,miles)	28,900	28,900	22,667	26,725	24,880	0	24,880	28,900	24,880	-4,020.00	-13.91
5430001 - Council Dinner Meetings	5,000	5,000	3,793	5,000	5,000	0	5,000	5,000	5,000	0.00	0.00
5431000 - Mileage Reimb. Local Travel	500	500	623	850	1,000	0	1,000	500	1,000	500.00	100.00
5450000 - Operating Rentals & Lease	0	0	828	828	750	0	750	0	750	750.00	0.00
5491000 - Dues, Subscriptions	0	0	425	425	500	0	500	0	500	500.00	0.00
5493000 - Printing & Binding	0	0	0	0	0	0	0	0	0	0.00	0.00
5494000 - Registration/Training/Admissn	6,400	6,400	4,460	6,115	8,170	0	8,170	6,400	8,170	1,770.00	27.65
Total Expense Accounts:	183,420	183,420	147,689	183,249	191,075	0	191,075	190,858	191,075	7,655.16	4.17
Department 11 City Manager											
Expense Accounts											
5110000 - Salaries	803,012	803,012	599,267	803,011	830,276	13,916	844,191	830,276	844,191	41,178.00	5.12
5112000 - Overtime	0	0	930	0	1,500	0	1,500	0	1,500	1,500.00	0.00
5212000 - Social Security Replace Progrm	49,787	49,787	36,018	49,784	51,477	863	52,340	51,477	52,340	2,553.04	5.12
5214000 - PERS	58,218	58,218	43,094	58,216	67,475	1,130	68,605	59,863	68,605	10,386.40	17.84
5214001 - CM Retirement Plan	7,575	7,575	5,840	7,575	7,760	0	7,760	0	7,760	185.00	2.44
5215000 - Insurance Premium Allowance	125,923	125,923	104,121	125,923	145,809	4,923	150,732	145,809	150,732	24,808.80	19.70
5220000 - Medicare	11,644	11,644	8,692	11,641	12,039	202	12,240	12,039	12,240	597.11	5.12
5230000 - Labor & Industries	4,217	4,217	2,805	4,214	4,218	121	4,337	4,218	4,337	120.48	2.85
5310000 - Office Supplies	5,825	5,825	1,544	4,000	4,825	0	4,825	5,825	4,825	-1,000.00	-17.16
5320000 - Operating Supplies	0	0	0	0	0	0	0	0	0	0.00	0.00
5330000 - Program Supplies	4,700	4,700	10,047	15,895	8,200	5,000	13,200	4,700	13,200	8,500.00	180.85
5350000 - Small Tools/Minor Equipment	1,250	1,250	2,108	2,707	1,250	0	1,250	1,250	1,250	0.00	0.00
5360000 - Software/Upgrades/Licenses	2,950	2,950	1,928	4,030	2,950	0	2,950	2,950	2,950	0.00	0.00
5410000 - Professional Services	256,000	264,976	138,583	220,760	202,937	13,845	216,782	206,937	216,782	-48,194.00	-18.18
5425000 - Postage/Courier	38,050	38,050	34,774	40,450	38,050	0	38,050	38,050	38,050	0.00	0.00
5430000 - Travel(Lodge,meals,miles)	27,220	27,220	12,089	21,223	27,220	0	27,220	27,220	27,220	0.00	0.00
5431000 - Mileage Reimb. Local Travel	4,400	4,400	2,304	4,219	4,400	0	4,400	4,400	4,400	0.00	0.00

Comparative Budget Worksheet By Object

Object	2012 Adopted Budget	2012 Current Budget	2012 YTD Actuals	2012 Current Year Est.	2013 Dept Request	2013 Service Package	2013 Proposed Budget	2013 Base Budget	2013 Final Budget	Change in Budget	Pct Chg
5440000 - Advertising	6,300	6,300	2,944	5,800	6,300	0	6,300	6,300	6,300	0.00	0.00
5450000 - Operating Rentals & Lease	500	500	1,372	1,533	1,000	0	1,000	500	1,000	500.00	100.00
5480000 - Repairs & Maintenance	0	0	0	0	0	0	0	0	0	0.00	0.00
5491000 - Dues, Subscriptions	11,580	11,580	9,174	10,100	11,580	0	11,580	11,580	11,580	0.00	0.00
5493000 - Printing & Binding	28,500	28,500	15,614	28,000	28,500	0	28,500	28,500	28,500	0.00	0.00
5494000 - Registration/Training/Admissn	14,635	14,635	7,274	8,400	14,135	0	14,135	14,635	14,135	-500.00	-3.41
5901000 - Interfund Prof Svc-Bld Permits	0	0	598	150	0	0	0	0	0	0.00	0.00
Total Expense Accounts:	1,462,286	1,471,262	1,041,120	1,427,631	1,471,901	40,000	1,511,897	1,456,529	1,511,897	40,634.83	2.76
Department 15 City Attorney											
Expense Accounts											
5110000 - Salaries	302,395	302,395	222,549	295,354	309,742	0	309,742	309,742	309,742	7,347.71	2.42
5111000 - Salaries-Extra Help	0	0	14,951	15,110	0	0	0	0	0	0.00	0.00
5112000 - Overtime	100	100	0	100	100	0	100	100	100	0.00	0.00
5212000 - Social Security Replace Progrm	18,748	18,748	13,455	18,313	19,204	0	19,204	19,204	19,204	455.55	2.42
5213000 - Soc Sec Replace Pgm-Xtra Help	0	0	1,144	1,148	0	0	0	0	0	0.00	0.00
5214000 - PERS	21,924	21,924	15,730	21,421	25,166	0	25,166	22,332	25,166	3,242.85	14.79
5215000 - Insurance Premium Allowance	32,040	32,040	24,726	31,548	34,399	0	34,399	34,399	34,399	2,359.20	7.36
5220000 - Medicare	4,385	4,385	3,290	4,278	4,491	0	4,491	4,491	4,491	106.53	2.42
5221000 - Medicare - Extra Help	0	0	268	263	0	0	0	0	0	0.00	0.00
5230000 - Labor & Industries	1,446	1,446	798	1,421	1,446	0	1,446	1,446	1,446	0.00	0.00
5231000 - Labor & Industries-Extra Help	0	0	143	143	0	0	0	0	0	0.00	0.00
5310000 - Office Supplies	1,050	1,050	1,185	1,738	1,050	0	1,050	1,050	1,050	0.00	0.00
5320000 - Operating Supplies	0	0	363	365	500	0	500	0	500	500.00	0.00
5350000 - Small Tools/Minor Equipment	0	0	688	0	0	0	0	0	0	0.00	0.00
5360000 - Software/Upgrades/Licenses	0	0	55	54	0	0	0	0	0	0.00	0.00
5410000 - Professional Services	219,380	219,380	103,829	203,506	178,171	0	178,171	178,171	178,171	-41,209.00	-18.78
5425000 - Postage/Courier	450	450	958	1,000	450	0	450	450	450	0.00	0.00
5430000 - Travel(Lodge,meals,miles)	1,600	1,600	1,464	1,600	1,600	0	1,600	1,600	1,600	0.00	0.00
5431000 - Mileage Reimb. Local Travel	200	200	124	200	200	0	200	200	200	0.00	0.00
5491000 - Dues, Subscriptions	6,127	6,127	3,650	6,127	5,927	0	5,927	6,127	5,927	-200.00	-3.26
5492000 - Filing,Recording,Witness Fees	900	900	1,548	1,707	900	0	900	900	900	0.00	0.00
5494000 - Registration/Training/Admissn	2,000	2,000	355	2,000	1,500	0	1,500	2,000	1,500	-500.00	-25.00
Total Expense Accounts:	612,745	612,745	411,273	607,396	584,846	0	584,846	582,212	584,846	-27,897.16	-4.55
Department 16 Administrative Services											
Expense Accounts											
5110000 - Salaries	1,590,744	1,590,744	1,147,189	1,547,983	1,811,274	0	1,811,274	1,819,787	1,811,274	220,526.79	13.86
5111000 - Salaries-Extra Help	8,878	8,878	3,816	8,878	8,878	0	8,878	8,878	8,878	0.00	0.00
5112000 - Overtime	3,000	3,000	3,461	4,023	4,000	0	4,000	4,000	4,000	1,000.00	33.33
5115000 - Vacation Buy-Out	10,000	6,760	1,696	0	10,000	0	10,000	10,000	10,000	3,240.37	47.93
5212000 - Social Security Replace Progrm	98,625	98,730	69,783	96,469	112,298	0	112,298	112,826	112,298	13,567.55	13.74
5213000 - Soc Sec Replace Pgm-Xtra Help	550	550	245	550	551	0	551	550	551	1.00	0.18
5214000 - PERS	115,328	115,451	82,452	112,240	147,194	0	147,194	131,206	147,194	31,742.79	27.49

Comparative Budget Worksheet By Object

Object	2012 Adopted Budget	2012 Current Budget	2012 YTD Actuals	2012 Current Year Est.	2013 Dept Request	2013 Service Package	2013 Proposed Budget	2013 Base Budget	2013 Final Budget	Change in Budget	Pct Chg
5214002 - PERS - Extra Help	0	0	0	0	0	0	0	0	0	0.00	0.00
5215000 - Insurance Premium Allowance	295,500	295,500	222,249	288,050	372,294	0	372,294	372,294	372,294	76,794.00	25.98
5220000 - Medicare	23,066	23,090	16,864	22,723	26,263	0	26,263	26,387	26,263	3,173.08	13.74
5221000 - Medicare - Extra Help	128	128	57	128	129	0	129	128	129	1.00	0.78
5230000 - Labor & Industries	10,157	10,157	6,505	9,640	16,182	0	16,182	16,182	16,182	6,025.56	59.32
5231000 - Labor & Industries-Extra Help	60	60	29	60	63	0	63	60	63	3.00	5.00
5310000 - Office Supplies	10,890	10,890	6,146	10,711	10,105	0	10,105	10,075	10,105	-785.00	-7.20
5320000 - Operating Supplies	45,200	45,200	37,103	45,913	85,730	0	85,730	82,880	85,730	40,530.00	89.66
5330000 - Program Supplies	0	0	72	200	200	0	200	0	200	200.00	0.00
5350000 - Small Tools/Minor Equipment	8,550	16,550	9,337	16,300	12,250	0	12,250	12,250	12,250	-4,300.00	-25.98
5360000 - Software/Upgrades/Licenses	187,775	187,775	45,208	181,210	57,722	0	57,722	56,852	57,722	-130,053.00	-69.26
5410000 - Professional Services	265,105	394,956	161,198	384,195	289,778	47,500	337,278	289,833	337,278	-57,678.00	-14.60
5410001 - Janitorial Service	0	0	0	0	48,876	0	48,876	47,791	48,876	48,876.00	0.00
5410002 - Credit Card Fees	1,500	1,500	1,150	1,500	1,500	0	1,500	1,500	1,500	0.00	0.00
5420000 - Telephone	147,805	147,805	100,648	140,036	147,455	0	147,455	147,455	147,455	-350.00	-0.23
5425000 - Postage/Courier	16,245	16,245	17,358	16,053	15,795	0	15,795	15,965	15,795	-450.00	-2.77
5430000 - Travel(Lodge,meals,miles)	13,999	13,999	13,080	22,475	15,405	0	15,405	13,259	15,405	1,406.00	10.04
5430001 - Council Dinner Meetings	0	0	0	0	0	0	0	0	0	0.00	0.00
5431000 - Mileage Reimb. Local Travel	450	450	222	870	650	0	650	450	650	200.00	44.44
5440000 - Advertising	3,750	3,750	3,176	3,444	4,000	0	4,000	3,750	4,000	250.00	6.66
5441000 - Advertising-Franchise	3,000	3,000	0	3,000	0	0	0	3,000	0	-3,000.00	-100.00
5450000 - Operating Rentals & Lease	23,850	23,850	16,814	24,350	62,357	0	62,357	63,377	62,357	38,507.00	161.45
5460000 - Insurance	438,966	438,966	428,070	428,070	403,376	0	403,376	438,966	403,376	-35,590.00	-8.10
5471000 - Utility-Electricity	0	0	0	0	77,542	0	77,542	77,542	77,542	77,542.00	0.00
5472000 - Utility-Water	1,416	1,416	1,606	2,000	7,862	0	7,862	7,590	7,862	6,446.00	455.22
5473000 - Utility-Gas	472	472	0	0	0	0	0	0	0	-472.00	-100.00
5474000 - UTILITY-SEWER	2,100	2,100	1,531	2,100	5,091	0	5,091	5,091	5,091	2,991.00	142.42
5475000 - UTILITY-GARBAGE/SOLID WAS	9,203	9,203	5,524	9,556	9,992	0	9,992	9,203	9,992	789.00	8.57
5480000 - Repairs & Maintenance	253,196	253,196	202,189	254,321	395,081	16,380	411,461	395,081	411,461	158,265.00	62.50
5491000 - Dues, Subscriptions	128,863	128,863	125,346	128,463	128,172	0	128,172	126,124	128,172	-691.00	-0.53
5492000 - Filing,Recording,Witness Fees	1,000	1,000	1,140	1,140	1,000	0	1,000	1,000	1,000	0.00	0.00
5493000 - Printing & Binding	4,400	4,400	311	700	770	0	770	4,500	770	-3,630.00	-82.50
5494000 - Registration/Training/Admissn	26,310	26,310	15,043	23,953	28,747	0	28,747	21,694	28,747	2,437.00	9.26
5496000 - Judgements/Settlements	0	0	100,000	0	0	0	0	0	0	0.00	0.00
5499000 - Miscellaneous Expenses	7,000	7,000	0	6,176	7,000	0	7,000	7,000	7,000	0.00	0.00
5510000 - Intergovt Professional Service	274,018	328,318	234,936	339,957	312,061	0	312,061	330,968	312,061	-16,257.44	-4.95
5630000 - Other Improvements	0	13,368	0	13,368	0	0	0	0	0	-13,368.00	-100.00
5640000 - Machinery & Equipment	0	0	13,871	0	0	0	0	0	0	0.00	0.00
5901000 - Interfund Prof Svc-Bld Permits	0	0	0	0	1,000	0	1,000	1,000	1,000	1,000.00	0.00
5910000 - Interfund Chg-Equip Replacemnt	57,529	57,529	57,529	57,529	59,555	0	59,555	59,555	59,555	2,026.00	3.52
5950000 - Interfund Vehicle Operat/Maint	1,267	1,267	1,267	1,267	8,299	0	8,299	8,299	8,299	7,032.00	555.01
5992000 - Contingency	66,944	26,542	0	0	92,698	0	92,698	0	92,698	66,156.00	249.25
5994000 - Operational Contingency	550,000	550,000	0	0	642,208	0	642,208	550,000	642,208	92,208.00	16.76

Comparative Budget Worksheet By Object

Object	2012 Adopted Budget	2012 Current Budget	2012 YTD Actuals	2012 Current Year Est.	2013 Dept Request	2013 Service Package	2013 Proposed Budget	2013 Base Budget	2013 Final Budget	Change in Budget	Pct Chg
5995000 - Other Reserves	255,000	255,000	0	0	255,000	0	255,000	255,000	255,000	0.00	0.00
Total Expense Accounts:	4,961,839	5,123,968	3,154,221	4,209,601	5,696,403	63,880	5,760,283	5,549,348	5,760,283	636,311.70	12.41
Department 17 City Wide											
TRANSFER OUT ACCOUNTS											
5970000 - Operating Transfers Out	3,390,210	3,390,210	2,222,174	3,390,210	2,427,272	0	2,427,272	2,324,088	2,427,272	-962,938.00	-28.40
Total TRANSFER OUT ACCOUNTS:	3,390,210	3,390,210	2,222,174	3,390,210	2,427,272	0	2,427,272	2,324,088	2,427,272	-962,938.00	-28.40
Department 18 Human Resources											
Expense Accounts											
5110000 - Salaries	265,057	265,057	198,793	265,057	271,490	0	271,490	271,490	271,490	6,433.06	2.42
5115000 - Vacation Buy-Out	0	0	2,457	0	0	0	0	0	0	0.00	0.00
5212000 - Social Security Replace Progrm	16,434	16,434	12,238	16,433	16,832	0	16,832	16,832	16,832	398.85	2.42
5214000 - PERS	19,217	19,217	14,273	19,216	22,058	0	22,058	19,574	22,058	2,841.85	14.78
5215000 - Insurance Premium Allowance	38,172	38,172	30,045	38,172	42,132	0	42,132	42,132	42,132	3,960.00	10.37
5220000 - Medicare	3,843	3,843	2,937	3,843	3,937	0	3,937	3,937	3,937	93.28	2.42
5230000 - Labor & Industries	1,446	1,446	966	1,445	1,446	0	1,446	1,446	1,446	0.00	0.00
5310000 - Office Supplies	1,150	1,150	691	1,150	1,150	0	1,150	1,150	1,150	0.00	0.00
5330000 - Program Supplies	6,450	6,450	5,046	6,450	6,450	0	6,450	6,450	6,450	0.00	0.00
5360000 - Software/Upgrades/Licenses	5,980	5,980	4,106	5,980	14,480	0	14,480	14,480	14,480	8,500.00	142.14
5410000 - Professional Services	32,895	32,895	18,646	25,489	32,895	0	32,895	32,895	32,895	0.00	0.00
5425000 - Postage/Courier	150	150	30	150	150	0	150	150	150	0.00	0.00
5430000 - Travel(Lodge,meals,miles)	3,960	3,960	1,508	3,960	3,960	0	3,960	3,960	3,960	0.00	0.00
5440000 - Advertising	5,331	5,331	1,612	5,331	5,331	0	5,331	5,331	5,331	0.00	0.00
5491000 - Dues, Subscriptions	2,340	2,340	9,669	9,749	2,340	0	2,340	2,340	2,340	0.00	0.00
5494000 - Registration/Training/Admissn	1,600	1,600	348	1,600	1,600	0	1,600	1,600	1,600	0.00	0.00
Total Expense Accounts:	404,025	404,025	303,365	404,025	426,251	0	426,251	423,767	426,251	22,227.04	5.50
Department 20 Police											
Expense Accounts											
5230000 - Labor & Industries	0	0	142	400	0	0	0	0	0	0.00	0.00
5310000 - Office Supplies	2,050	2,050	1,415	1,509	1,550	0	1,550	2,050	1,550	-500.00	-24.39
5320000 - Operating Supplies	20,950	20,950	16,127	19,530	19,950	0	19,950	20,950	19,950	-1,000.00	-4.77
5330000 - Program Supplies	200	200	6,742	2,973	1,300	0	1,300	200	1,300	1,100.00	550.00
5340000 - Supplies Packaged for Resale	1,000	1,000	0	0	500	0	500	1,000	500	-500.00	-50.00
5350000 - Small Tools/Minor Equipment	1,600	17,956	24,664	24,353	1,600	0	1,600	1,600	1,600	-16,356.00	-91.08
5410000 - Professional Services	0	0	1,950	2,670	0	0	0	0	0	0.00	0.00
5410001 - Janitorial Service	14,915	14,915	9,813	14,915	15,254	0	15,254	14,915	15,254	339.00	2.27
5425000 - Postage/Courier	760	760	801	800	760	0	760	760	760	0.00	0.00
5430000 - Travel(Lodge,meals,miles)	5,750	5,750	6,039	4,388	5,750	0	5,750	5,750	5,750	0.00	0.00
5431000 - Mileage Reimb. Local Travel	0	0	180	128	0	0	0	0	0	0.00	0.00
5471000 - Utility-Electricity	11,000	11,000	6,990	11,000	11,517	0	11,517	11,000	11,517	517.00	4.70
5472000 - Utility-Water	1,450	1,450	1,222	1,450	1,573	0	1,573	1,450	1,573	123.00	8.48
5473000 - Utility-Gas	8,437	8,437	3,741	7,152	8,538	0	8,538	8,437	8,538	101.00	1.19
5474000 - UTILITY-SEWER	1,425	1,425	850	1,187	1,582	0	1,582	1,425	1,582	157.00	11.01

Comparative Budget Worksheet By Object

Object	2012 Adopted Budget	2012 Current Budget	2012 YTD Actuals	2012 Current Year Est.	2013 Dept Request	2013 Service Package	2013 Proposed Budget	2013 Base Budget	2013 Final Budget	Change in Budget	Pct Chg
5480000 - Repairs & Maintenance	2,800	2,800	2,085	1,763	3,400	0	3,400	2,800	3,400	600.00	21.42
5491000 - Dues, Subscriptions	590	590	313	313	590	0	590	590	590	0.00	0.00
5493000 - Printing & Binding	300	300	389	389	500	0	500	300	500	200.00	66.66
5494000 - Registration/Training/Admissn	7,600	7,600	2,429	2,030	7,100	0	7,100	7,600	7,100	-500.00	-6.57
5499000 - Miscellaneous Expenses	0	0	1	1	0	0	0	0	0	0.00	0.00
5510000 - Intergovt Professional Service	10,377,435	10,409,598	6,709,895	10,062,388	10,490,185	0	10,490,185	10,377,435	10,490,185	80,587.00	0.77
Total Expense Accounts:	10,458,262	10,506,781	6,795,788	10,159,339	10,571,649	0	10,571,649	10,458,262	10,571,649	64,868.00	0.61
Department 21 Criminal Justice											
Expense Accounts											
5410000 - Professional Services	212,628	212,628	120,425	213,673	211,743	0	211,743	211,743	211,743	-885.00	-0.41
5494000 - Registration/Training/Admissn	0	0	0	0	0	0	0	0	0	0.00	0.00
5510000 - Intergovt Professional Service	1,856,000	1,856,000	898,329	1,926,202	1,788,000	0	1,788,000	1,858,000	1,788,000	-68,000.00	-3.66
5640000 - Machinery & Equipment	0	10,596	14,144	14,143	0	0	0	0	0	-10,596.00	-100.00
5910000 - Interfund Chg-Equip Replacemnt	11,000	11,000	11,000	11,000	4,425	0	4,425	4,425	4,425	-6,575.00	-59.77
5950000 - Interfund Vehicle Operat/Maint	5,000	5,000	5,000	5,000	5,800	0	5,800	5,800	5,800	800.00	16.00
5992000 - Contingency	0	0	0	0	100,000	0	100,000	100,000	100,000	100,000.00	0.00
Total Expense Accounts:	2,084,628	2,095,224	1,048,898	2,170,018	2,109,968	0	2,109,968	2,179,968	2,109,968	14,744.00	0.70
Department 24 Parks, Recreation, Cultural S											
Expense Accounts											
5110000 - Salaries	1,615,344	1,615,345	1,194,759	1,611,876	1,685,924	0	1,685,924	1,685,925	1,685,924	70,582.21	4.36
5111000 - Salaries-Extra Help	633,958	632,968	484,935	623,299	637,753	0	637,753	633,958	637,753	4,785.00	0.75
5112000 - Overtime	11,900	11,900	5,972	12,156	9,900	0	9,900	11,900	9,900	-2,000.00	-16.80
5112100 - Overtime-Extra Help	200	200	124	673	200	0	200	200	200	0.00	0.00
5113000 - Standby Pay	0	0	18	275	0	0	0	0	0	0.00	0.00
5212000 - Social Security Replace Progrm	100,152	100,152	72,212	100,148	104,528	0	104,528	104,528	104,528	4,376.08	4.36
5213000 - Soc Sec Replace Pgm-Xtra Help	39,306	39,306	30,150	39,414	39,542	0	39,542	39,306	39,542	236.00	0.60
5214000 - PERS	106,887	106,887	78,823	106,885	125,292	0	125,292	111,140	125,292	18,404.22	17.21
5214002 - PERS - Extra Help	13,102	13,102	3,229	10,657	11,097	0	11,097	13,102	11,097	-2,005.00	-15.30
5215000 - Insurance Premium Allowance	375,882	375,882	286,220	375,879	408,660	0	408,660	408,660	408,660	32,777.99	8.72
5220000 - Medicare	23,423	23,423	17,168	23,418	24,446	0	24,446	24,445	24,446	1,023.45	4.36
5221000 - Medicare - Extra Help	9,194	9,194	7,050	9,219	9,250	0	9,250	9,194	9,250	56.00	0.60
5230000 - Labor & Industries	49,097	49,097	32,881	49,091	69,099	0	69,099	69,099	69,099	20,002.13	40.74
5231000 - Labor & Industries-Extra Help	66,648	66,792	55,732	66,792	73,912	0	73,912	71,444	73,912	7,120.00	10.65
5310000 - Office Supplies	6,250	6,250	3,522	6,400	5,950	0	5,950	6,250	5,950	-300.00	-4.80
5320000 - Operating Supplies	93,400	93,256	81,360	112,000	95,256	0	95,256	93,256	95,256	2,000.00	2.14
5330000 - Program Supplies	81,931	87,907	54,174	87,657	86,221	0	86,221	79,017	86,221	-1,686.00	-1.91
5340000 - Supplies Packaged for Resale	4,500	4,500	4,413	4,500	4,500	0	4,500	4,500	4,500	0.00	0.00
5350000 - Small Tools/Minor Equipment	15,400	16,900	9,032	15,750	15,000	0	15,000	15,400	15,000	-1,900.00	-11.24
5360000 - Software/Upgrades/Licenses	30,000	0	0	0	0	0	0	0	0	0.00	0.00
5410000 - Professional Services	354,965	354,965	206,522	354,328	359,325	0	359,325	359,420	359,325	4,360.00	1.22
5410001 - Janitorial Service	130,368	130,368	86,912	130,368	133,330	0	133,330	130,368	133,330	2,962.00	2.27
5410002 - Credit Card Fees	23,000	23,000	22,369	23,000	23,000	0	23,000	23,000	23,000	0.00	0.00

Comparative Budget Worksheet By Object

Object	2012 Adopted Budget	2012 Current Budget	2012 YTD Actuals	2012 Current Year Est.	2013 Dept Request	2013 Service Package	2013 Proposed Budget	2013 Base Budget	2013 Final Budget	Change in Budget	Pct Chg
5420000 - Telephone	0	0	208	142	0	0	0	0	0	0.00	0.00
5425000 - Postage/Courier	20,900	20,900	10,887	19,014	20,900	0	20,900	21,280	20,900	0.00	0.00
5430000 - Travel(Lodge,meals,miles)	9,435	9,435	2,537	9,039	11,180	0	11,180	10,235	11,180	1,745.00	18.49
5431000 - Mileage Reimb. Local Travel	600	600	128	600	1,100	0	1,100	1,100	1,100	500.00	83.33
5440000 - Advertising	6,700	6,700	3,952	6,700	7,700	0	7,700	6,700	7,700	1,000.00	14.92
5450000 - Operating Rentals & Lease	28,330	32,520	18,706	32,780	31,830	0	31,830	32,530	31,830	-690.00	-2.12
5471000 - Utility-Electricity	114,500	114,500	75,034	114,500	115,957	0	115,957	115,957	115,957	1,457.00	1.27
5472000 - Utility-Water	186,513	186,513	97,215	172,413	207,338	0	207,338	188,545	207,338	20,825.00	11.16
5473000 - Utility-Gas	124,045	124,045	64,485	111,160	125,339	0	125,339	125,339	125,339	1,294.00	1.04
5474000 - UTILITY-SEWER	45,000	45,000	34,360	48,000	52,350	0	52,350	49,950	52,350	7,350.00	16.33
5475000 - UTILITY-GARBAGE/SOLID WAS	1,858	1,858	0	1,000	1,858	0	1,858	1,858	1,858	0.00	0.00
5480000 - Repairs & Maintenance	18,000	18,000	2,714	16,545	13,500	0	13,500	15,500	13,500	-4,500.00	-25.00
5491000 - Dues, Subscriptions	6,910	6,910	7,764	8,945	9,356	0	9,356	9,651	9,356	2,446.00	35.39
5493000 - Printing & Binding	30,000	30,000	18,030	31,000	31,000	0	31,000	30,000	31,000	1,000.00	3.33
5494000 - Registration/Training/Admissn	11,469	11,469	5,184	10,135	12,769	0	12,769	12,269	12,769	1,300.00	11.33
5495000 - City Grants to Other Agencies	165,000	165,000	83,425	165,000	165,000	0	165,000	165,000	165,000	0.00	0.00
5499000 - Miscellaneous Expenses	9,000	9,000	5,749	9,689	9,000	0	9,000	9,000	9,000	0.00	0.00
5510000 - Intergovt Professional Service	45,622	42,422	18,076	42,270	43,809	0	43,809	46,849	43,809	1,387.00	3.26
5630000 - Other Improvements	0	28,500	0	0	0	0	0	0	0	-28,500.00	-100.00
5901000 - Interfund Prof Svc-Bld Permits	0	0	2,392	600	0	0	0	0	0	0.00	0.00
5910000 - Interfund Chg-Equip Replacemnt	53,285	53,285	53,285	53,285	61,682	0	61,682	61,682	61,682	8,397.00	15.75
5950000 - Interfund Vehicle Operat/Maint	45,861	45,861	45,862	45,862	54,221	0	54,221	54,221	54,221	8,360.00	18.22
Total Expense Accounts:	4,707,935	4,713,912	3,287,570	4,662,464	4,898,074	0	4,898,074	4,851,778	4,898,074	184,165.08	3.90
Department 25 Planning & Community Dev											
Expense Accounts											
5110000 - Salaries	1,592,359	1,592,359	1,124,194	1,592,354	1,577,580	0	1,577,580	1,569,274	1,577,580	-14,777.09	-0.92
5111000 - Salaries-Extra Help	800	800	1,408	1,312	800	0	800	800	800	0.00	0.00
5115000 - Vacation Buy-Out	0	1,339	1,339	0	0	0	0	0	0	-1,339.06	-100.00
5212000 - Social Security Replace Progrm	98,726	98,810	67,938	98,724	97,810	0	97,810	97,295	97,810	-999.20	-1.01
5213000 - Soc Sec Replace Pgm-Xtra Help	149	149	101	149	149	0	149	149	149	0.00	0.00
5214000 - PERS	115,445	115,542	83,677	115,444	128,247	0	128,247	113,145	128,247	12,703.18	10.99
5215000 - Insurance Premium Allowance	296,964	296,964	220,394	296,961	313,068	0	313,068	313,068	313,068	16,103.99	5.42
5220000 - Medicare	23,089	23,109	16,474	23,087	22,876	0	22,876	22,755	22,876	-233.66	-1.01
5221000 - Medicare - Extra Help	35	35	24	35	35	0	35	35	35	0.00	0.00
5230000 - Labor & Industries	16,725	16,725	10,659	16,723	16,508	0	16,508	16,508	16,508	-216.92	-1.29
5231000 - Labor & Industries-Extra Help	42	42	12	42	42	0	42	42	42	0.00	0.00
5310000 - Office Supplies	6,012	6,012	1,196	5,114	6,012	0	6,012	6,012	6,012	0.00	0.00
5320000 - Operating Supplies	1,667	1,667	2,662	2,458	1,667	0	1,667	1,667	1,667	0.00	0.00
5321000 - Fuel Consumed	0	0	232	325	0	0	0	0	0	0.00	0.00
5350000 - Small Tools/Minor Equipment	757	757	138	757	757	0	757	757	757	0.00	0.00
5360000 - Software/Upgrades/Licenses	1,325	1,325	212	1,186	1,325	0	1,325	1,325	1,325	0.00	0.00
5410000 - Professional Services	99,668	112,557	26,914	111,173	59,668	250,000	309,668	59,668	309,668	197,111.00	175.12

Comparative Budget Worksheet By Object

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5410002 - Credit Card Fees	12,000	12,000	7,251	12,000	12,000	0	12,000	12,000	12,000	0.00	0.00
5425000 - Postage/Courier	8,296	8,296	1,691	5,500	8,296	0	8,296	8,296	8,296	0.00	0.00
5430000 - Travel(Lodge,meals,miles)	11,211	10,561	2,695	10,561	10,561	0	10,561	10,561	10,561	0.00	0.00
5431000 - Mileage Reimb. Local Travel	400	400	149	400	400	0	400	400	400	0.00	0.00
5440000 - Advertising	10,510	10,510	1,136	7,000	10,510	0	10,510	10,510	10,510	0.00	0.00
5450000 - Operating Rentals & Lease	530	530	1,278	530	530	0	530	530	530	0.00	0.00
5480000 - Repairs & Maintenance	0	0	217	217	0	0	0	0	0	0.00	0.00
5491000 - Dues, Subscriptions	5,799	5,799	2,580	5,418	5,799	0	5,799	5,799	5,799	0.00	0.00
5492000 - Filing,Recording,Witness Fees	1,000	1,000	0	1,000	1,000	0	1,000	1,000	1,000	0.00	0.00
5493000 - Printing & Binding	2,030	2,030	893	1,847	2,030	0	2,030	2,030	2,030	0.00	0.00
5494000 - Registration/Training/Admissn	17,334	16,534	5,120	16,232	16,534	0	16,534	16,534	16,534	0.00	0.00
5496000 - Judgements/Settlements	0	0	416	0	0	0	0	0	0	0.00	0.00
5499000 - Miscellaneous Expenses	0	0	817	817	0	0	0	0	0	0.00	0.00
5910000 - Interfund Chg-Equip Replacemnt	4,349	4,349	4,349	4,349	4,348	0	4,348	4,348	4,348	-1.00	-0.02
5950000 - Interfund Vehicle Operat/Maint	2,883	2,883	2,883	2,883	3,469	0	3,469	3,469	3,469	586.00	20.32
Total Expense Accounts:	2,330,105	2,343,084	1,589,049	2,334,598	2,302,021	250,000	2,552,021	2,277,977	2,552,021	208,937.24	8.91
Department 27 Public Works											
Expense Accounts											
5110000 - Salaries	1,041,153	1,034,638	722,639	1,020,471	993,979	-502	993,477	988,422	993,477	-41,159.24	-3.97
5111000 - Salaries-Extra Help	9,062	9,062	11,621	12,290	14,035	0	14,035	14,035	14,035	4,973.00	54.87
5112000 - Overtime	16,000	16,000	12,843	14,994	14,996	0	14,996	15,000	14,996	-1,004.00	-6.27
5112100 - Overtime-Extra Help	0	0	502	648	0	0	0	0	0	0.00	0.00
5113000 - Standby Pay	0	0	108	108	0	0	0	0	0	0.00	0.00
5114000 - Callback Pay	0	0	86	0	0	0	0	0	0	0.00	0.00
5115000 - Vacation Buy-Out	0	0	1,575	0	0	0	0	0	0	0.00	0.00
5212000 - Social Security Replace Progrm	64,550	64,550	45,504	64,112	61,627	-31	61,596	61,282	61,596	-2,955.81	-4.57
5213000 - Soc Sec Replace Pgm-Xtra Help	563	563	752	803	871	0	871	871	871	308.00	54.70
5214000 - PERS	75,484	75,484	52,449	74,329	80,778	-41	80,737	72,091	80,737	5,254.51	6.96
5214002 - PERS - Extra Help	0	0	531	493	0	0	0	0	0	0.00	0.00
5215000 - Insurance Premium Allowance	167,988	167,988	113,030	158,592	154,163	-591	153,572	154,163	153,572	-14,415.36	-8.58
5220000 - Medicare	15,097	15,097	11,138	15,190	14,413	-7	14,405	14,333	14,405	-691.25	-4.57
5221000 - Medicare - Extra Help	129	129	176	186	204	0	204	204	204	75.00	58.13
5230000 - Labor & Industries	23,717	23,717	14,163	23,546	14,056	-83	13,973	14,056	13,973	-9,744.19	-41.08
5231000 - Labor & Industries-Extra Help	-182	-182	1,163	666	1,245	0	1,245	255	1,245	1,427.00	-784.06
5310000 - Office Supplies	2,793	2,793	2,746	2,884	3,468	0	3,468	3,668	3,468	675.00	24.16
5320000 - Operating Supplies	42,048	42,048	39,692	42,048	4,868	0	4,868	4,868	4,868	-37,180.00	-88.42
5330000 - Program Supplies	33,951	33,951	20,406	59,372	33,951	0	33,951	33,951	33,951	0.00	0.00
5350000 - Small Tools/Minor Equipment	8,700	8,700	6,923	7,723	5,000	0	5,000	5,000	5,000	-3,700.00	-42.52
5360000 - Software/Upgrades/Licenses	14,741	14,741	10,442	15,600	6,975	3,800	10,775	6,975	10,775	-3,966.00	-26.90
5410000 - Professional Services	155,390	321,508	217,808	384,018	144,071	0	144,071	145,306	144,071	-177,436.58	-55.18
5410001 - Janitorial Service	47,791	47,791	31,860	47,791	0	0	0	0	0	-47,791.00	-100.00
5420000 - Telephone	1,400	1,400	905	1,400	1,750	0	1,750	1,750	1,750	350.00	25.00

Comparative Budget Worksheet By Object

Object	2012 Adopted Budget	2012 Current Budget	2012 YTD Actuals	2012 Current Year Est.	2013 Dept Request	2013 Service Package	2013 Proposed Budget	2013 Base Budget	2013 Final Budget	Change in Budget	Pct Chg
5425000 - Postage/Courier	11,042	11,042	12,586	13,642	10,892	0	10,892	10,942	10,892	-150.00	-1.35
5430000 - Travel(Lodge,meals,miles)	4,970	5,620	3,176	5,520	6,360	0	6,360	6,360	6,360	740.00	13.16
5431000 - Mileage Reimb. Local Travel	527	527	174	594	607	0	607	527	607	80.00	15.18
5450000 - Operating Rentals & Lease	42,777	42,777	28,632	40,193	3,250	0	3,250	3,250	3,250	-39,527.00	-92.40
5471000 - Utility-Electricity	74,061	74,061	42,390	74,061	0	0	0	0	0	-74,061.00	-100.00
5472000 - Utility-Water	5,000	5,000	3,897	5,000	0	0	0	0	0	-5,000.00	-100.00
5474000 - UTILITY-SEWER	2,760	2,760	1,756	2,760	0	0	0	0	0	-2,760.00	-100.00
5480000 - Repairs & Maintenance	159,135	159,135	87,071	159,135	24,950	0	24,950	24,950	24,950	-134,185.00	-84.32
5491000 - Dues, Subscriptions	6,431	6,431	3,776	7,213	5,820	0	5,820	5,170	5,820	-611.00	-9.50
5493000 - Printing & Binding	10,844	10,844	8,140	15,392	10,694	0	10,694	10,744	10,694	-150.00	-1.38
5494000 - Registration/Training/Admissn	7,868	8,668	2,877	7,905	10,784	0	10,784	10,784	10,784	2,116.00	24.41
5495000 - City Grants to Other Agencies	15,000	15,000	0	4,600	15,000	0	15,000	15,000	15,000	0.00	0.00
5499000 - Miscellaneous Expenses	0	0	-438	0	0	0	0	0	0	0.00	0.00
5510000 - Intergovt Professional Service	2,000	2,000	1,163	2,000	0	0	0	0	0	-2,000.00	-100.00
5640000 - Machinery & Equipment	22,500	22,500	21,087	21,271	0	0	0	0	0	-22,500.00	-100.00
5901000 - Interfund Prof Svc-Bld Permits	1,000	1,000	319	1,000	0	0	0	0	0	-1,000.00	-100.00
5910000 - Interfund Chg-Equip Replacemnt	11,307	11,307	11,307	11,307	9,999	0	9,999	10,000	9,999	-1,308.00	-11.56
5950000 - Interfund Vehicle Operat/Maint	11,907	11,907	11,907	11,907	11,051	0	11,051	11,051	11,051	-856.00	-7.18
Total Expense Accounts:	2,109,504	2,270,557	1,558,882	2,330,764	1,659,857	2,545	1,662,401	1,645,008	1,662,401	-608,152.92	-26.78
Department 33 Community Services											
Expense Accounts											
5110000 - Salaries	602,220	608,826	458,685	638,521	601,779	0	601,779	601,779	601,779	-7,047.71	-1.15
5112000 - Overtime	3,000	3,000	5,416	4,729	3,000	0	3,000	3,000	3,000	0.00	0.00
5113000 - Standby Pay	21,573	21,573	12,610	21,573	21,573	0	21,573	21,573	21,573	0.00	0.00
5114000 - Callback Pay	7,000	7,000	2,739	7,000	7,000	0	7,000	7,000	7,000	0.00	0.00
5115000 - Vacation Buy-Out	0	1,261	1,261	1,261	0	0	0	0	0	-1,261.20	-100.01
5212000 - Social Security Replace Progrm	37,336	36,693	28,273	38,218	37,311	0	37,311	37,311	37,311	616.41	1.67
5214000 - PERS	38,147	37,395	30,553	39,165	42,568	0	42,568	37,771	42,568	5,174.88	13.83
5215000 - Insurance Premium Allowance	130,773	126,399	103,126	129,921	158,086	0	158,086	158,086	158,086	31,687.22	25.06
5220000 - Medicare	8,733	8,582	6,850	8,937	8,726	0	8,726	8,726	8,726	144.29	1.68
5230000 - Labor & Industries	11,506	10,811	13,170	18,421	10,812	0	10,812	10,812	10,812	0.16	0.00
5232000 - Labor & Industries-Standby Pay	7,192	7,192	0	0	8,902	0	8,902	8,902	8,902	1,710.00	23.77
5310000 - Office Supplies	2,058	2,058	1,640	2,080	2,058	0	2,058	2,058	2,058	0.00	0.00
5320000 - Operating Supplies	2,500	2,500	2,203	4,025	2,500	0	2,500	2,500	2,500	0.00	0.00
5330000 - Program Supplies	20,725	15,725	9,668	13,725	14,775	0	14,775	15,725	14,775	-950.00	-6.04
5350000 - Small Tools/Minor Equipment	8,000	15,977	3,935	15,777	3,000	0	3,000	3,000	3,000	-12,977.00	-81.22
5360000 - Software/Upgrades/Licenses	0	0	8,023	9,330	0	0	0	0	0	0.00	0.00
5410000 - Professional Services	54,960	29,460	11,557	33,810	16,260	0	16,260	16,260	16,260	-13,200.00	-44.80
5420000 - Telephone	2,656	2,656	1,373	2,000	2,004	0	2,004	2,656	2,004	-652.00	-24.54
5425000 - Postage/Courier	5,500	5,500	4,585	5,150	6,350	0	6,350	5,500	6,350	850.00	15.45
5430000 - Travel(Lodge,meals,miles)	5,550	4,300	5,253	5,240	4,450	0	4,450	4,050	4,450	150.00	3.48
5431000 - Mileage Reimb. Local Travel	2,100	2,100	1,365	2,100	2,300	0	2,300	2,100	2,300	200.00	9.52

Comparative Budget Worksheet By Object

Object	2012 Adopted Budget	2012 Current Budget	2012 YTD Actuals	2012 Current Year Est.	2013 Dept Request	2013 Service Package	2013 Proposed Budget	2013 Base Budget	2013 Final Budget	Change in Budget	Pct Chg
5440000 - Advertising	550	550	0	350	450	0	450	550	450	-100.00	-18.18
5450000 - Operating Rentals & Lease	950	950	401	950	950	0	950	950	950	0.00	0.00
5460000 - Insurance	3,960	3,960	3,756	3,960	3,960	0	3,960	3,960	3,960	0.00	0.00
5480000 - Repairs & Maintenance	2,050	2,050	677	2,250	2,050	0	2,050	2,050	2,050	0.00	0.00
5491000 - Dues, Subscriptions	2,195	2,195	1,500	2,190	2,095	0	2,095	2,195	2,095	-100.00	-4.55
5493000 - Printing & Binding	6,300	6,300	2,753	6,050	6,300	0	6,300	6,300	6,300	0.00	0.00
5494000 - Registration/Training/Admissn	6,890	6,115	4,074	6,065	5,440	0	5,440	5,840	5,440	-675.00	-11.03
5495000 - City Grants to Other Agencies	504,097	531,097	289,122	531,097	504,319	0	504,319	504,097	504,319	-26,778.00	-5.04
5510000 - Intergovt Professional Service	59,300	7,636	4,045	7,646	5,000	0	5,000	5,000	5,000	-2,636.00	-34.52
5630000 - Other Improvements	0	0	0	0	0	0	0	0	0	0.00	0.00
5640000 - Machinery & Equipment	38,000	0	0	0	0	0	0	0	0	0.00	0.00
5910000 - Interfund Chg-Equip Replacemnt	6,145	6,145	6,145	6,145	5,515	0	5,515	5,515	5,515	-630.00	-10.25
5950000 - Interfund Vehicle Operat/Maint	8,057	7,457	7,457	7,457	8,572	0	8,572	8,572	8,572	1,115.00	14.95
Total Expense Accounts:	1,610,023	1,523,463	1,032,215	1,575,143	1,498,105	0	1,498,105	1,493,838	1,498,105	-25,358.95	-1.66
Total General Fund:	34,314,982	34,638,651	22,592,244	33,454,438	33,837,422	356,425	34,193,842	33,433,633	34,193,842	-444,803.98	-1.28
Department 27 Public Works											
TRANSFER OUT ACCOUNTS											
5970000 - Operating Transfers Out	451,710	451,710	363,887	451,710	316,631	0	316,631	316,631	316,631	-135,079.00	-29.90
Total TRANSFER OUT ACCOUNTS:	451,710	451,710	363,887	451,710	316,631	0	316,631	316,631	316,631	-135,079.00	-29.90
Expense Accounts											
5110000 - Salaries	482,991	482,991	340,522	449,044	455,753	0	455,753	455,753	455,753	-27,238.20	-5.63
5111000 - Salaries-Extra Help	0	0	0	0	0	0	0	0	0	0.00	0.00
5112000 - Overtime	10,364	10,364	14,431	16,364	10,364	0	10,364	10,364	10,364	0.00	0.00
5112100 - Overtime-Extra Help	300	300	184	300	300	0	300	300	300	0.00	0.00
5113000 - Standby Pay	500	500	1,033	1,200	500	0	500	500	500	0.00	0.00
5114000 - Callback Pay	2,006	2,006	454	2,006	1,606	0	1,606	2,006	1,606	-400.00	-19.94
5212000 - Social Security Replace Progrm	29,945	29,945	21,659	29,060	28,257	0	28,257	28,257	28,257	-1,688.75	-5.63
5213000 - Soc Sec Replace Pgm-Xtra Help	0	0	11	11	0	0	0	0	0	0.00	0.00
5214000 - PERS	35,017	35,017	25,371	33,800	37,048	0	37,048	32,860	37,048	2,031.48	5.80
5215000 - Insurance Premium Allowance	102,420	102,420	74,624	99,784	92,440	0	92,440	92,440	92,440	-9,979.92	-9.74
5220000 - Medicare	7,003	7,003	5,530	6,800	6,608	0	6,608	6,608	6,608	-394.96	-5.63
5221000 - Medicare - Extra Help	0	0	3	2	0	0	0	0	0	0.00	0.00
5230000 - Labor & Industries	16,151	16,151	11,332	14,966	15,876	0	15,876	15,876	15,876	-274.59	-1.70
5231000 - Labor & Industries-Extra Help	0	0	9	8	0	0	0	0	0	0.00	0.00
5310000 - Office Supplies	100	100	206	400	500	0	500	100	500	400.00	400.00
5320000 - Operating Supplies	116,288	116,288	34,179	112,955	116,288	0	116,288	116,288	116,288	0.00	0.00
5350000 - Small Tools/Minor Equipment	2,000	2,000	3,483	3,983	2,000	0	2,000	2,000	2,000	0.00	0.00
5360000 - Software/Upgrades/Licenses	0	0	0	0	0	0	0	0	0	0.00	0.00
5410000 - Professional Services	500	500	1,792	4,868	500	0	500	500	500	0.00	0.00
5420000 - Telephone	0	0	0	0	0	0	0	0	0	0.00	0.00
5425000 - Postage/Courier	0	0	850	0	0	0	0	0	0	0.00	0.00
5430000 - Travel(Lodge,meals,miles)	680	680	93	680	680	0	680	680	680	0.00	0.00

Comparative Budget Worksheet By Object

Object	2012 Adopted Budget	2012 Current Budget	2012 YTD Actuals	2012 Current Year Est.	2013 Dept Request	2013 Service Package	2013 Proposed Budget	2013 Base Budget	2013 Final Budget	Change in Budget	Pct Chg
5431000 - Mileage Reimb. Local Travel	50	50	0	50	50	0	50	50	50	0.00	0.00
5450000 - Operating Rentals & Lease	17,000	17,000	16,728	17,000	17,000	0	17,000	17,000	17,000	0.00	0.00
5471000 - Utility-Electricity	3,264	3,264	0	3,264	6,143	0	6,143	3,264	6,143	2,879.00	88.20
5471001 - Utility-Electricity,Street Lts	360,532	360,532	273,405	360,532	382,164	0	382,164	360,532	382,164	21,632.00	6.00
5471002 - Utility-Electricity,Traffic Sg	39,075	39,075	22,799	39,075	41,420	0	41,420	39,075	41,420	2,345.00	6.00
5472000 - Utility-Water	27,957	27,957	37,905	27,957	27,951	0	27,951	27,957	27,951	-6.00	-0.02
5475000 - UTILITY-GARBAGE/SOLID WAS	15,630	15,630	7,928	15,630	15,630	0	15,630	15,630	15,630	0.00	0.00
5480000 - Repairs & Maintenance	199,055	199,055	50,378	187,977	233,107	0	233,107	199,063	233,107	34,052.00	17.10
5491000 - Dues, Subscriptions	500	500	252	500	500	0	500	500	500	0.00	0.00
5493000 - Printing & Binding	0	0	996	0	0	0	0	0	0	0.00	0.00
5494000 - Registration/Training/Admissn	1,954	1,954	762	1,954	1,954	0	1,954	1,954	1,954	0.00	0.00
5510000 - Intergovt Professional Service	180,000	180,000	82,872	180,000	299,940	0	299,940	180,000	299,940	119,940.00	66.63
5640000 - Machinery & Equipment	0	0	0	0	0	0	0	0	0	0.00	0.00
5910000 - Interfund Chg-Equip Replacemnt	51,501	51,501	51,501	51,501	53,611	0	53,611	53,611	53,611	2,110.00	4.09
5950000 - Interfund Vehicle Operat/Maint	53,962	53,962	53,962	53,962	52,875	0	52,875	52,875	52,875	-1,087.00	-2.01
5992000 - Contingency	0	0	0	0	0	0	0	0	0	0.00	0.00
Total Expense Accounts:	1,756,745	1,756,745	1,135,254	1,715,633	1,901,065	0	1,901,065	1,716,043	1,901,065	144,320.06	8.21
Total Street Fund:	2,208,455	2,208,455	1,499,141	2,167,343	2,217,696	0	2,217,696	2,032,674	2,217,696	9,241.06	0.41
Department 25 Planning & Community Dev											
Expense Accounts											
5410000 - Professional Services	100,000	100,000	2,387	100,000	100,000	0	100,000	100,000	100,000	0.00	0.00
5480000 - Repairs & Maintenance	0	0	0	0	0	0	0	0	0	0.00	0.00
Total Expense Accounts:	100,000	100,000	2,387	100,000	100,000	0	100,000	100,000	100,000	0.00	0.00
Total Code Abatement Fund:	100,000	100,000	2,387	100,000	100,000	0	100,000	100,000	100,000	0.00	0.00
Department 20 Police											
Expense Accounts											
5320000 - Operating Supplies	0	0	1,957	798	800	0	800	0	800	800.00	0.00
5350000 - Small Tools/Minor Equipment	500	500	208	2,249	0	0	0	500	0	-500.00	-100.00
5420000 - Telephone	0	0	363	497	500	0	500	0	500	500.00	0.00
5430000 - Travel(Lodge,meals,miles)	1,500	1,500	1,930	11,244	7,125	0	7,125	1,500	7,125	5,625.00	375.00
5494000 - Registration/Training/Admissn	3,000	3,000	0	4,670	5,375	0	5,375	3,000	5,375	2,375.00	79.16
Total Expense Accounts:	5,000	5,000	4,458	19,458	13,800	0	13,800	5,000	13,800	8,800.00	176.00
Total State Drug Enforcement Forfeit:	5,000	5,000	4,458	19,458	13,800	0	13,800	5,000	13,800	8,800.00	176.00
Department 24 Parks, Recreation, Cultural S											
Expense Accounts											
5111000 - Salaries-Extra Help	5,800	8,379	7,864	8,379	8,370	0	8,370	8,370	8,370	-9.00	-0.10
5213000 - Soc Sec Replace Pgm-Xtra Help	285	445	488	445	519	0	519	519	519	74.00	16.62
5221000 - Medicare - Extra Help	67	105	114	105	122	0	122	122	122	17.00	16.19
5231000 - Labor & Industries-Extra Help	48	71	67	71	72	0	72	72	72	1.00	1.40
5330000 - Program Supplies	0	0	27	27	0	0	0	0	0	0.00	0.00
5350000 - Small Tools/Minor Equipment	0	0	986	985	0	0	0	0	0	0.00	0.00

Comparative Budget Worksheet By Object

Object	2012 Adopted Budget	2012 Current Budget	2012 YTD Actuals	2012 Current Year Est.	2013 Dept Request	2013 Service Package	2013 Proposed Budget	2013 Base Budget	2013 Final Budget	Change in Budget	Pct Chg
5410000 - Professional Services	0	0	14,524	0	0	0	0	0	0	0.00	0.00
5630000 - Other Improvements	30,000	63,511	0	62,498	60,917	0	60,917	30,000	60,917	-2,594.00	-4.08
5650000 - Construction of Fixed Assets	0	0	0	0	0	0	0	0	0	0.00	0.00
Total Expense Accounts:	36,200	72,511	24,070	72,510	70,000	0	70,000	39,083	70,000	-2,511.00	-3.46
Total Public Arts Fund:	36,200	72,511	24,070	72,510	70,000	0	70,000	39,083	70,000	-2,511.00	-3.46
Department 20 Police											
Expense Accounts											
5350000 - Small Tools/Minor Equipment	50	50	4,585	4,620	20,750	0	20,750	50	20,750	20,700.00	41,400.00
5491000 - Dues, Subscriptions	0	0	432	0	0	0	0	0	0	0.00	0.00
5640000 - Machinery & Equipment	5,000	5,000	0	0	0	0	0	5,000	0	-5,000.00	-100.00
Total Expense Accounts:	5,050	5,050	5,017	4,620	20,750	0	20,750	5,050	20,750	15,700.00	310.89
Total Federal Drug Enforcement Forfe:	5,050	5,050	5,017	4,620	20,750	0	20,750	5,050	20,750	15,700.00	310.89
Department 99 Not Applicable											
TRANSFER OUT ACCOUNTS											
5970000 - Operating Transfers Out	595,000	595,000	547,839	595,000	913,000	0	913,000	695,000	913,000	318,000.00	53.44
Total TRANSFER OUT ACCOUNTS:	595,000	595,000	547,839	595,000	913,000	0	913,000	695,000	913,000	318,000.00	53.44
Expense Accounts											
5460000 - Insurance	5,000	5,000	5,000	5,000	5,000	0	5,000	5,000	5,000	0.00	0.00
5510000 - Intergovt Professional Service	1,200	1,200	0	1,200	1,200	0	1,200	1,200	1,200	0.00	0.00
Total Expense Accounts:	6,200	6,200	5,000	6,200	6,200	0	6,200	6,200	6,200	0.00	0.00
Total Transportation Benefit Distric:	601,200	601,200	552,839	601,200	919,200	0	919,200	701,200	919,200	318,000.00	52.89
Department 20 Police											
TRANSFER OUT ACCOUNTS											
5970000 - Operating Transfers Out	160,000	160,000	0	80,000	80,000	0	80,000	0	80,000	-80,000.00	-50.00
Total TRANSFER OUT ACCOUNTS:	160,000	160,000	0	80,000	80,000	0	80,000	0	80,000	-80,000.00	-50.00
Expense Accounts											
5310000 - Office Supplies	0	0	175	0	0	0	0	0	0	0.00	0.00
5350000 - Small Tools/Minor Equipment	10,000	30,000	1,444	1,444	30,000	0	30,000	10,000	30,000	0.00	0.00
5360000 - Software/Upgrades/Licenses	0	0	1,775	1,775	0	0	0	0	0	0.00	0.00
5420000 - Telephone	2,000	2,000	0	0	2,000	0	2,000	2,000	2,000	0.00	0.00
5430000 - Travel(Lodge,meals,miles)	0	0	11,234	7,500	0	0	0	0	0	0.00	0.00
5494000 - Registration/Training/Admissn	10,000	15,000	3,911	2,200	15,000	0	15,000	10,000	15,000	0.00	0.00
5630000 - Other Improvements	0	0	0	0	0	0	0	0	0	0.00	0.00
Total Expense Accounts:	22,000	47,000	18,539	12,919	47,000	0	47,000	22,000	47,000	0.00	0.00
Total Federal Criminal Forfeitures:	182,000	207,000	18,539	92,919	127,000	0	127,000	22,000	127,000	-80,000.00	-38.64
Department 32 Debt ServicesDepartment											
Expense Accounts											
5410000 - Professional Services	1,000	1,000	2,553	2,553	1,000	0	1,000	1,000	1,000	0.00	0.00
5700000 - Debt Service-Principal	1,100,000	1,100,000	0	1,150,000	1,200,000	0	1,200,000	1,100,000	1,200,000	100,000.00	9.09

Comparative Budget Worksheet By Object

Object	2012 Adopted Budget	2012 Current Budget	2012 YTD Actuals	2012 Current Year Est.	2013 Dept Request	2013 Service Package	2013 Proposed Budget	2013 Base Budget	2013 Final Budget	Change in Budget	Pct Chg
5800000 - Debt Service-Interest	594,050	594,050	0	0	504,050	0	504,050	594,050	504,050	-90,000.00	-15.15
5830000 - Debt Svc GO Bond Int Long Term	0	0	275,025	550,050	0	0	0	0	0	0.00	0.00
Total Expense Accounts:	1,695,050	1,695,050	277,578	1,702,603	1,705,050	0	1,705,050	1,695,050	1,705,050	10,000.00	0.58
Total Unltd Tax GO Bond Fund, 2006:	1,695,050	1,695,050	277,578	1,702,603	1,705,050	0	1,705,050	1,695,050	1,705,050	10,000.00	0.58
Department 32 Debt ServicesDepartment											
Expense Accounts											
5410000 - Professional Services	0	0	2,455	2,455	0	0	0	0	0	0.00	0.00
5711000 - Ltd GO Bonds Debt Svc Principa	450,000	450,000	0	450,000	465,000	0	465,000	450,000	465,000	15,000.00	3.33
5830000 - Debt Svc GO Bond Int Long Term	1,207,567	1,207,567	603,784	1,207,567	1,194,067	0	1,194,067	1,207,567	1,194,067	-13,500.00	-1.11
5831000 - Ltd GO Bonds Debt Svc Interest	0	0	0	0	0	0	0	0	0	0.00	0.00
5851000 - Ltd GO Bonds Debt Registration	1,500	1,500	0	0	1,500	0	1,500	1,500	1,500	0.00	0.00
Total Expense Accounts:	1,659,067	1,659,067	606,239	1,660,022	1,660,567	0	1,660,567	1,659,067	1,660,567	1,500.00	0.09
Total Limited Tax GO Bond 2009:	1,659,067	1,659,067	606,239	1,660,022	1,660,567	0	1,660,567	1,659,067	1,660,567	1,500.00	0.09
Department 28 General Government CIP											
TRANSFER OUT ACCOUNTS											
5970000 - Operating Transfers Out	635,185	635,185	346,757	508,510	625,161	0	625,161	617,061	625,161	-10,024.00	-1.57
Total TRANSFER OUT ACCOUNTS:	635,185	635,185	346,757	508,510	625,161	0	625,161	617,061	625,161	-10,024.00	-1.57
Expense Accounts											
5110000 - Salaries	196,882	196,882	135,139	64,734	131,838	0	131,838	122,557	131,838	-65,043.94	-33.03
5111000 - Salaries-Extra Help	0	0	1,161	0	0	0	0	0	0	0.00	0.00
5112000 - Overtime	0	0	194	0	0	0	0	0	0	0.00	0.00
5113000 - Standby Pay	0	0	36	0	0	0	0	0	0	0.00	0.00
5212000 - Social Security Replace Progrm	12,207	12,207	8,188	4,013	8,174	0	8,174	7,598	8,174	-4,032.75	-33.03
5213000 - Soc Sec Replace Pgm-Xtra Help	0	0	72	0	0	0	0	0	0	0.00	0.00
5214000 - PERS	14,273	14,273	9,707	4,693	10,712	0	10,712	8,836	10,712	-3,562.09	-24.95
5215000 - Insurance Premium Allowance	38,201	38,201	24,193	10,307	23,117	0	23,117	21,659	23,117	-15,081.84	-39.48
5220000 - Medicare	2,856	2,856	1,983	938	1,911	0	1,911	1,778	1,911	-943.15	-33.02
5221000 - Medicare - Extra Help	0	0	17	0	0	0	0	0	0	0.00	0.00
5230000 - Labor & Industries	3,413	3,413	2,492	566	2,787	0	2,787	2,564	2,787	-625.70	-18.33
5231000 - Labor & Industries-Extra Help	0	0	10	0	0	0	0	0	0	0.00	0.00
5310000 - Office Supplies	0	0	0	0	250	0	250	0	250	250.00	0.00
5320000 - Operating Supplies	0	0	9,956	0	0	0	0	0	0	0.00	0.00
5330000 - Program Supplies	0	0	4	0	0	0	0	0	0	0.00	0.00
5350000 - Small Tools/Minor Equipment	0	0	0	0	250	0	250	0	250	250.00	0.00
5360000 - Software/Upgrades/Licenses	0	0	2,110	0	500	0	500	0	500	500.00	0.00
5410000 - Professional Services	145,908	1,141,856	86,553	1,065,537	504,519	0	504,519	145,908	504,519	-637,337.00	-55.81
5430000 - Travel(Lodge,meals,miles)	0	0	0	0	0	0	0	0	0	0.00	0.00
5440000 - Advertising	0	0	165	0	0	0	0	0	0	0.00	0.00
5480000 - Repairs & Maintenance	0	0	1,916	0	0	0	0	0	0	0.00	0.00
5491000 - Dues, Subscriptions	235	235	0	2,561	0	0	0	235	0	-235.00	-100.00
5492000 - Filing,Recording,Witness Fees	0	132	0	0	0	0	0	0	0	-132.00	-100.00

Comparative Budget Worksheet By Object

Object	2012 Adopted Budget	2012 Current Budget	2012 YTD Actuals	2012 Current Year Est.	2013 Dept Request	2013 Service Package	2013 Proposed Budget	2013 Base Budget	2013 Final Budget	Change in Budget	Pct Chg
5493000 - Printing & Binding	0	0	340	0	0	0	0	0	0	0.00	0.00
5494000 - Registration/Training/Admissn	0	0	44	0	605	0	605	0	605	605.00	0.00
5510000 - Intergovt Professional Service	0	0	1,658	0	0	0	0	0	0	0.00	0.00
5610000 - Land	0	0	0	65,000	2,880,000	0	2,880,000	0	2,880,000	2,880,000.00	0.00
5630000 - Other Improvements	815,846	1,172,291	147,319	853,425	550,926	0	550,926	815,846	550,926	-621,365.00	-53.00
5640000 - Machinery & Equipment	0	0	0	0	0	0	0	0	0	0.00	0.00
5650000 - Construction of Fixed Assets	0	0	5,311	0	0	0	0	0	0	0.00	0.00
5901000 - Interfund Prof Svc-Bld Permits	0	0	1,098	0	0	0	0	0	0	0.00	0.00
5910000 - Interfund Chg-Equip Replacemnt	0	0	0	0	0	0	0	0	0	0.00	0.00
5950000 - Interfund Vehicle Operat/Maint	0	0	0	0	0	0	0	0	0	0.00	0.00
Total Expense Accounts:	1,229,821	2,582,346	439,666	2,071,774	4,115,589	0	4,115,589	1,126,981	4,115,589	1,533,246.53	59.37
Total General Capital Fund:	1,865,006	3,217,531	786,423	2,580,284	4,740,750	0	4,740,750	1,744,042	4,740,750	1,523,222.53	47.34
Department 31 Facility Major Maintenance											
Expense Accounts											
5410000 - Professional Services	0	0	0	0	0	0	0	0	0	0.00	0.00
5480000 - Repairs & Maintenance	0	0	0	0	0	0	0	0	0	0.00	0.00
5630000 - Other Improvements	60,000	60,000	0	17,000	123,000	0	123,000	60,000	123,000	63,000.00	105.00
5650000 - Construction of Fixed Assets	0	0	0	0	0	0	0	0	0	0.00	0.00
Total Expense Accounts:	60,000	60,000	0	17,000	123,000	0	123,000	60,000	123,000	63,000.00	105.00
Total City Facility-Major Maint Fund:	60,000	60,000	0	17,000	123,000	0	123,000	60,000	123,000	63,000.00	105.00
Department 29 Roads Capital Improvements											
TRANSFER OUT ACCOUNTS											
5970000 - Operating Transfers Out	50,386	50,386	37,790	50,386	54,719	0	54,719	54,719	54,719	4,333.00	8.59
Total TRANSFER OUT ACCOUNTS:	50,386	50,386	37,790	50,386	54,719	0	54,719	54,719	54,719	4,333.00	8.59
Expense Accounts											
5110000 - Salaries	592,645	592,645	442,444	88,079	493,747	7,616	501,363	522,814	501,363	-91,280.93	-15.40
5111000 - Salaries-Extra Help	0	0	19,823	0	0	0	0	0	0	0.00	0.00
5212000 - Social Security Replace Progrm	36,745	36,745	26,926	5,460	30,613	472	31,086	32,415	31,086	-5,659.43	-15.40
5213000 - Soc Sec Replace Pgm-Xtra Help	0	0	1,367	0	0	0	0	0	0	0.00	0.00
5214000 - PERS	42,968	42,968	30,937	6,385	40,119	618	40,739	37,695	40,739	-2,228.47	-5.18
5215000 - Insurance Premium Allowance	91,637	91,637	67,937	14,609	79,029	591	79,620	83,973	79,620	-12,017.40	-13.11
5220000 - Medicare	8,594	8,594	6,459	1,277	7,159	111	7,270	7,581	7,270	-1,323.55	-15.40
5221000 - Medicare - Extra Help	0	0	320	0	0	0	0	0	0	0.00	0.00
5230000 - Labor & Industries	6,516	6,516	4,768	1,215	5,044	83	5,127	5,523	5,127	-1,389.42	-21.32
5231000 - Labor & Industries-Extra Help	0	0	170	0	0	0	0	0	0	0.00	0.00
5310000 - Office Supplies	250	250	1,593	250	250	0	250	250	250	0.00	0.00
5320000 - Operating Supplies	0	0	37,159	0	0	0	0	0	0	0.00	0.00
5350000 - Small Tools/Minor Equipment	250	250	0	168	300	0	300	250	300	50.00	20.00
5360000 - Software/Upgrades/Licenses	250	250	2,496	832	2,500	0	2,500	250	2,500	2,250.00	900.00
5410000 - Professional Services	1,226,625	8,274,329	1,528,997	3,719,706	1,909,055	0	1,909,055	1,226,625	1,909,055	-6,365,274.00	-76.92
5425000 - Postage/Courier	0	0	1,553	0	0	0	0	0	0	0.00	0.00

Comparative Budget Worksheet By Object

Object	2012 Adopted Budget	2012 Current Budget	2012 YTD Actuals	2012 Current Year Est.	2013 Dept Request	2013 Service Package	2013 Proposed Budget	2013 Base Budget	2013 Final Budget	Change in Budget	Pct Chg
5430000 - Travel(Lodge,meals,miles)	500	500	179	500	1,200	0	1,200	500	1,200	700.00	140.00
5431000 - Mileage Reimb. Local Travel	156	156	43	156	100	0	100	156	100	-56.00	-35.89
5440000 - Advertising	0	0	475	0	0	0	0	0	0	0.00	0.00
5450000 - Operating Rentals & Lease	0	0	360	0	0	0	0	0	0	0.00	0.00
5472000 - Utility-Water	0	0	3,256	0	0	0	0	0	0	0.00	0.00
5474000 - UTILITY-SEWER	0	0	-65	0	0	0	0	0	0	0.00	0.00
5475000 - UTILITY-GARBAGE/SOLID WAS	0	0	65	0	0	0	0	0	0	0.00	0.00
5480000 - Repairs & Maintenance	0	0	40,199	0	0	0	0	0	0	0.00	0.00
5491000 - Dues, Subscriptions	800	800	551	800	900	0	900	800	900	100.00	12.50
5493000 - Printing & Binding	0	0	8,232	0	0	0	0	0	0	0.00	0.00
5494000 - Registration/Training/Admissn	1,635	1,635	2,836	1,635	1,600	0	1,600	1,635	1,600	-35.00	-2.14
5510000 - Intergovt Professional Service	0	0	46,765	0	0	0	0	0	0	0.00	0.00
5610000 - Land	3,510,823	3,510,823	3,499,349	6,570,867	0	0	0	3,510,823	0	-3,510,823.00	-100.00
5630000 - Other Improvements	1,067,075	1,206,679	2,095,724	4,991,042	12,647,861	0	12,647,861	567,075	12,647,861	11,441,182.00	948.15
5640000 - Machinery & Equipment	0	0	0	0	0	0	0	0	0	0.00	0.00
5650000 - Construction of Fixed Assets	874,888	874,888	652,783	108,232	1,911,570	0	1,911,570	1,224,888	1,911,570	1,036,682.00	118.49
5820001 - Interest on Interfund Debt	0	0	1,459	0	0	0	0	0	0	0.00	0.00
5910000 - Interfund Chg-Equip Replacemnt	922	922	922	922	922	0	922	922	922	0.00	0.00
5950000 - Interfund Vehicle Operat/Maint	379	379	379	379	438	0	438	438	438	59.00	15.56
Total Expense Accounts:	7,463,658	14,650,966	8,526,461	15,512,514	17,132,407	9,491	17,141,901	7,224,613	17,141,901	2,490,935.80	17.00
Total Roads Capital Fund:	7,514,044	14,701,352	8,564,251	15,562,900	17,187,126	9,491	17,196,620	7,279,332	17,196,620	2,495,268.80	16.97
Department 27 Public Works											
TRANSFER OUT ACCOUNTS											
5970000 - Operating Transfers Out	433,180	433,180	341,621	433,180	388,175	0	388,175	388,175	388,175	-45,005.00	-10.38
Total TRANSFER OUT ACCOUNTS:	433,180	433,180	341,621	433,180	388,175	0	388,175	388,175	388,175	-45,005.00	-10.38
Expense Accounts											
5110000 - Salaries	611,202	611,202	399,038	595,342	644,594	0	644,594	644,594	644,594	33,391.50	5.46
5111000 - Salaries-Extra Help	53,600	53,600	40,649	61,700	54,000	0	54,000	53,600	54,000	400.00	0.74
5112000 - Overtime	5,240	5,240	10,148	12,000	5,240	0	5,240	5,240	5,240	0.00	0.00
5112100 - Overtime-Extra Help	100	100	1,115	659	100	0	100	100	100	0.00	0.00
5113000 - Standby Pay	2,100	2,100	665	1,200	2,100	0	2,100	2,100	2,100	0.00	0.00
5114000 - Callback Pay	2,000	2,000	302	1,298	2,000	0	2,000	2,000	2,000	0.00	0.00
5212000 - Social Security Replace Progrm	37,895	37,895	25,118	37,393	39,964	0	39,964	39,964	39,964	2,070.27	5.46
5213000 - Soc Sec Replace Pgm-Xtra Help	3,323	3,323	2,532	3,825	3,348	0	3,348	3,323	3,348	25.00	0.75
5214000 - PERS	44,312	44,312	29,293	43,686	52,408	0	52,408	46,475	52,408	8,096.29	18.27
5214002 - PERS - Extra Help	2,121	2,121	1,778	2,747	2,163	0	2,163	2,121	2,163	42.00	1.98
5215000 - Insurance Premium Allowance	118,257	118,257	76,899	118,256	116,600	0	116,600	116,600	116,600	-1,657.09	-1.40
5220000 - Medicare	8,862	8,862	6,353	8,745	9,346	0	9,346	9,346	9,346	484.17	5.46
5221000 - Medicare - Extra Help	777	777	592	894	783	0	783	777	783	6.00	0.77
5230000 - Labor & Industries	17,755	17,755	12,309	17,447	20,633	0	20,633	20,633	20,633	2,877.91	16.20
5231000 - Labor & Industries-Extra Help	3,473	3,473	3,950	3,780	4,229	0	4,229	3,473	4,229	756.40	21.77
5310000 - Office Supplies	900	900	1,042	1,300	900	0	900	900	900	0.00	0.00

Comparative Budget Worksheet By Object

Object	2012 Adopted Budget	2012 Current Budget	2012 YTD Actuals	2012 Current Year Est.	2013 Dept Request	2013 Service Package	2013 Proposed Budget	2013 Base Budget	2013 Final Budget	Change in Budget	Pct Chg
5320000 - Operating Supplies	68,666	68,666	85,927	98,666	62,878	0	62,878	62,544	62,878	-5,788.00	-8.42
5330000 - Program Supplies	5,235	5,235	1,325	3,500	5,235	0	5,235	5,235	5,235	0.00	0.00
5350000 - Small Tools/Minor Equipment	4,600	4,600	5,786	5,300	5,000	0	5,000	4,600	5,000	400.00	8.69
5360000 - Software/Upgrades/Licenses	63,000	63,000	0	63,000	0	0	0	0	0	-63,000.00	-100.00
5410000 - Professional Services	43,000	54,388	47,105	54,388	36,842	0	36,842	38,000	36,842	-17,546.00	-32.26
5420000 - Telephone	1,300	1,300	767	1,300	1,300	0	1,300	1,300	1,300	0.00	0.00
5425000 - Postage/Courier	9,901	9,901	20	4,700	4,625	0	4,625	9,901	4,625	-5,276.00	-53.28
5430000 - Travel(Lodge,meals,miles)	2,034	2,034	652	850	2,034	0	2,034	1,834	2,034	0.00	0.00
5431000 - Mileage Reimb. Local Travel	150	150	68	150	150	0	150	150	150	0.00	0.00
5450000 - Operating Rentals & Lease	3,758	3,758	2,371	3,758	3,758	0	3,758	3,758	3,758	0.00	0.00
5471000 - Utility-Electricity	1,600	1,600	955	1,600	1,675	0	1,675	1,600	1,675	75.00	4.68
5475000 - UTILITY-GARBAGE/SOLID WAS	16,009	16,009	6,457	16,009	16,009	0	16,009	16,009	16,009	0.00	0.00
5480000 - Repairs & Maintenance	415,742	415,742	105,182	377,982	424,944	0	424,944	421,184	424,944	9,202.00	2.21
5491000 - Dues, Subscriptions	880	880	1,241	1,423	1,065	0	1,065	730	1,065	185.00	21.02
5493000 - Printing & Binding	9,428	9,428	0	4,700	4,700	0	4,700	9,428	4,700	-4,728.00	-50.14
5494000 - Registration/Training/Admissn	6,894	6,894	4,484	6,894	7,094	0	7,094	6,294	7,094	200.00	2.90
5495000 - City Grants to Other Agencies	20,000	20,000	2,655	5,000	20,000	0	20,000	20,000	20,000	0.00	0.00
5510000 - Intergovt Professional Service	195,865	195,865	94,412	195,865	200,623	0	200,623	195,865	200,623	4,758.00	2.42
5630000 - Other Improvements	0	0	0	0	0	0	0	0	0	0.00	0.00
5640000 - Machinery & Equipment	22,000	22,000	21,489	22,000	0	0	0	0	0	-22,000.00	-100.00
5700000 - Debt Service-Principal	326,475	326,475	326,475	326,475	326,475	0	326,475	326,475	326,475	0.00	0.00
5800000 - Debt Service-Interest	17,956	17,956	16,324	17,956	17,956	0	17,956	17,956	17,956	0.00	0.00
5910000 - Interfund Chg-Equip Replacemnt	49,251	49,251	49,251	49,251	58,547	0	58,547	58,547	58,547	9,296.00	18.87
5950000 - Interfund Vehicle Operat/Maint	51,799	51,799	51,799	51,799	52,637	0	52,637	52,637	52,637	838.00	1.61
Total Expense Accounts:	2,247,460	2,258,848	1,436,528	2,222,838	2,211,955	0	2,211,955	2,205,293	2,211,955	-46,891.55	-2.07
Department 30 Surface Water CIP											
TRANSFER OUT ACCOUNTS											
5970000 - Operating Transfers Out	205,285	205,285	153,964	205,285	150,000	0	150,000	150,000	150,000	-55,285.00	-26.93
Total TRANSFER OUT ACCOUNTS:	205,285	205,285	153,964	205,285	150,000	0	150,000	150,000	150,000	-55,285.00	-26.93
Expense Accounts											
5110000 - Salaries	238,676	238,676	117,247	121,700	224,732	0	224,732	201,241	224,732	-13,944.34	-5.84
5212000 - Social Security Replace Progrm	14,798	14,798	7,135	7,545	13,933	0	13,933	12,478	13,933	-864.56	-5.84
5214000 - PERS	17,304	17,304	8,423	8,823	18,261	0	18,261	14,510	18,261	957.94	5.53
5215000 - Insurance Premium Allowance	41,398	41,398	21,751	21,371	38,230	0	38,230	34,745	38,230	-3,166.80	-7.64
5220000 - Medicare	3,460	3,460	1,726	1,764	3,260	0	3,260	2,919	3,260	-201.21	-5.81
5230000 - Labor & Industries	3,908	3,908	1,066	1,591	2,095	0	2,095	1,842	2,095	-1,812.58	-46.38
5310000 - Office Supplies	250	250	66	250	300	0	300	250	300	50.00	20.00
5350000 - Small Tools/Minor Equipment	341	341	0	341	350	0	350	341	350	9.00	2.63
5360000 - Software/Upgrades/Licenses	500	500	832	832	2,500	0	2,500	500	2,500	2,000.00	400.00
5410000 - Professional Services	1,006,736	1,512,814	427,171	1,191,072	1,085,230	0	1,085,230	1,006,736	1,085,230	-427,584.00	-28.26
5430000 - Travel(Lodge,meals,miles)	300	300	45	300	1,000	0	1,000	300	1,000	700.00	233.33
5431000 - Mileage Reimb. Local Travel	500	500	0	500	50	0	50	500	50	-450.00	-90.00

Comparative Budget Worksheet By Object

Object	2012 Adopted Budget	2012 Current Budget	2012 YTD Actuals	2012 Current Year Est.	2013 Dept Request	2013 Service Package	2013 Proposed Budget	2013 Base Budget	2013 Final Budget	Change in Budget	Pct Chg
5440000 - Advertising	0	0	297	0	0	0	0	0	0	0.00	0.00
5480000 - Repairs & Maintenance	0	0	0	0	0	0	0	0	0	0.00	0.00
5491000 - Dues, Subscriptions	500	500	399	500	500	0	500	500	500	0.00	0.00
5493000 - Printing & Binding	0	0	558	0	0	0	0	0	0	0.00	0.00
5494000 - Registration/Training/Admissn	5,961	5,961	1,331	5,633	4,000	0	4,000	5,961	4,000	-1,961.00	-32.89
5630000 - Other Improvements	238,000	238,000	296	548,121	150,000	0	150,000	238,000	150,000	-88,000.00	-36.97
5650000 - Construction of Fixed Assets	536,133	536,133	27,926	607,835	169,486	0	169,486	536,133	169,486	-366,647.00	-68.38
5910000 - Interfund Chg-Equip Replacemnt	2,151	2,151	2,151	2,151	2,151	0	2,151	2,151	2,151	0.00	0.00
5950000 - Interfund Vehicle Operat/Maint	885	885	885	885	1,022	0	1,022	1,022	1,022	137.00	15.48
Total Expense Accounts:	2,111,801	2,617,879	619,305	2,521,214	1,717,100	0	1,717,100	2,060,129	1,717,100	-900,777.55	-34.40
Total SWM Utility Fund:	4,997,726	5,515,192	2,551,418	5,382,517	4,467,230	0	4,467,230	4,803,597	4,467,230	-1,047,959.10	-19.00
Department 16 Administrative Services											
Expense Accounts											
5320000 - Operating Supplies	0	0	4,720	7,000	0	0	0	0	0	0.00	0.00
5321000 - Fuel Consumed	73,621	73,621	51,173	85,000	96,676	0	96,676	73,621	96,676	23,055.00	31.31
5480000 - Repairs & Maintenance	108,379	108,379	72,736	105,250	101,959	0	101,959	108,379	101,959	-6,420.00	-5.92
5992000 - Contingency	15,250	15,250	0	0	15,000	0	15,000	15,250	15,000	-250.00	-1.63
Total Expense Accounts:	197,250	197,250	128,629	197,250	213,635	0	213,635	197,250	213,635	16,385.00	8.30
Total Vehicle Operations/Maintenance:	197,250	197,250	128,629	197,250	213,635	0	213,635	197,250	213,635	16,385.00	8.30
Department 16 Administrative Services											
Expense Accounts											
5350000 - Small Tools/Minor Equipment	100,000	100,000	26,250	10,000	100,000	0	100,000	100,000	100,000	0.00	0.00
5410000 - Professional Services	0	0	10,080	40,000	0	0	0	0	0	0.00	0.00
5640000 - Machinery & Equipment	215,000	240,675	130,004	290,675	82,321	0	82,321	0	82,321	-158,354.00	-65.79
Total Expense Accounts:	315,000	340,675	166,334	340,675	182,321	0	182,321	100,000	182,321	-158,354.00	-46.48
Total Equipment Replace/Deprec Fund:	315,000	340,675	166,334	340,675	182,321	0	182,321	100,000	182,321	-158,354.00	-46.48
Department 16 Administrative Services											
Expense Accounts											
5510000 - Intergovt Professional Service	89,546	89,546	39,147	89,546	17,500	0	17,500	39,314	17,500	-72,046.00	-80.45
Total Expense Accounts:	89,546	89,546	39,147	89,546	17,500	0	17,500	39,314	17,500	-72,046.00	-80.45
Total Unemployment Fund:	89,546	89,546	39,147	89,546	17,500	0	17,500	39,314	17,500	-72,046.00	-80.45
Report Total	55,845,576	65,313,530	37,818,714	64,045,285	67,603,047	365,916	67,968,961	53,916,292	67,968,961	2,655,443.31	-80.45

2013 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
5214001	**CM Retirement Plan**	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**	
5240	**Unemployment Compensation**	Will be posted from Position Budgeting
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	

2013 Expenditure Categories

Object	Description	Detail Required
5340	**Supplies Packaged for Resale**	No
	T-Shirts, food, towels, swimming goggles, other items purchased for resale/revenue	
	Pool Resale Supplies	
5350	**Small tools and Minor Equipment**	No
	Tools and equipment that are not capitalized (less than $5,000)	
5360	**Software/Licenses/Upgrades**	Yes
	Software & Software Licenses	
Other Services & Charges		
5410	**Professional Services**	Yes
	Accounting/Auditing, Engineering/architectural, computer programming, management consulting, special legal services, temporary help employed through an agency	
5410001	**Janitorial Service**	Yes
5410002	**Credit Card Fees - Parks**	No
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	
5440	**Advertising**	No
5441	**Advertising - Franchise**	
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
5470	**Utility services - DO NOT USE! Replaced by 5471-5475**	
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 & Witness Fees**	No
	Jury or witness fees	
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
5499	**Miscellaneaous Expenses**	No

2013 Expenditure Categories

Object	Description	Detail Required
Intergovernmental/Interfund Services		
5510	**Intergovernmental Professional Services** Contracts or interlocal agreements between government agencies. Expenditures made to other governmental entities for services rendered. Limited to those functions normally provided by governments and not by private businesses (police, detention, election services, animal control, etc.)	Yes
5550	**Interfund Transfers** Transfers between funds	No
Capital Outlay (Amounts should be in excess of $5,000)		
5610	**Land** Land acquisition costs, rights-of-way, LIDs	Yes
5620	**Buildings & Structures** Acquisition, construction, and improvements to office or administrative buildings, shops and warehouses, park buildings	Yes
5630	**Other Improvements** Athletic fields, bridges, water and sewer systems, lighting, parking, roadways, sidewalks, storm drains, streets	Yes
5640	**Machinery & Equipment** Communications equipment, transportation equipment, office furniture & equipment, computers, heavy duty work equipment	Yes
5650	**Construction of Fixed Assets** For capital improvement projects on City owned property	Yes
Debt Service Principal		
5700	**Debt Service Principal**	Yes
5800	**Debt Service Interest & Related Costs**	Yes
Interfund Payment for Services, Transfers, and Reserves		
Expenditures made to other funds or other departments of the same fund for services rendered		
5901	**Interfund Professional Services (Building Permits)**	Yes
5910	**Interfund Charge - Equipment Replacement**	No
5950	**Interfund Vehicle Operations and Maintenance**	No

Glossary of Budget Terms and Acronyms

ACCOUNT. A chronological record of public funds showing receipts, disbursements, and the balance.

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 for revenues and expenses when earned or incurred instead of when cash is received or spent.

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 the City Council to make expenditures and to incur obligations for a specific purpose or program. Usually granted for a one-year period.

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 County Assessor as the basis for levying property taxes.

B.A.R.S. The State of Washington prescribed Budgeting, Accounting, and Reporting System manual for which compliance is required for all governmental entities in the State of Washington.

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 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.

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.

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.

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.

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.

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 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.

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 (Finance, 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. Acronym for Public Employees Retirement System provided for all City employees, other than law enforcement and fire fighter personnel, by the State of Washington.

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.

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.

RFP. Request for Proposal

SAFETEA-LU. **S**afe, **A**ccountable, **F**lexible and **E**fficient **T**ransportation **E**quity **A**ct - a **L**egacy for **U**sers 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.

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.

CITY OF SHORELINE

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