2016 PROPOSED BUDGET
2016-2021 CIP
City of Shoreline, Washington

Cover photos feature:
Shoreline Park
Interurban Trail
Sunset Community Garden

WASHINGTON

2016 Proposed Budget

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

Debbie Tarry, City Manager

Sara S. Lane, Administrative Services Director

Prepared by the Administrative Services Department

For Fiscal Year January 1, 2016 – December 31, 2016

For more detail, copies of the 2016 Budget are available on the City's website, at City Hall, Shoreline Library and Richmond Beach Library.

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Shoreline

Washington

Special Performance Measures Recognition

For the Fiscal Year Beginning

January 1, 2015

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 2015 fiscal year beginning January 1, 2015. 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.

2016 Proposed Budget

Table of Contents

Page

Introduction

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

City Manager's Transmittal Letter

City Manager's 2016 Budget Message 33
2015–2017 City Council Goals and Work Plan 46

Executive Summary

10-Year Financial Sustainability Plan Update 53
10-Year Financial Sustainability Plan 55
10-Year Financial Sustainability Model Operating Budget Ten-Year Forecast 57
2016 Budget Highlights 59
Department/Fund Overview 60
City of Shoreline Regular FTE Summaries 68
City Budget Summary 69
City Resources and Expenditures by Category 70
All Funds Resources/Expenditures Summary 71
2016 City Revenue Sources 72
Ending Fund Balances 88
Change in Ending Fund Balance 89
City of Shoreline Debt Policies 91
Municipal Debt Capacity 92
Total Debt Capacity/Long Term Debt 93
Other Long-Term Debt 94
Schedule of Long-Term Debt 95

Department Budgets

City Council 99
City Manager's Office 107
Community Services 123
Administrative Services 135
City Attorney 157
Human Resources 167
Police 175
Criminal Justice 193
Parks, Recreation and Cultural Service 203
Planning and Community Development 223
Public Works 237

Table of Contents

Page

Budget by Fund

City Fund Structure 257
All Funds Historical Revenue/Expenditures Summary 260
General Fund Summary 261
Street Fund Summary 262
Code Abatement Fund Summary 263
State Drug Enforcement Forfeiture Fund Summary 264
Public Arts Fund Summary 265
Federal Drug Enforcement Forfeiture Fund Summary 266
Property Tax Equalization Fund Summary 267
Federal Criminal Forfeiture Fund Summary 268
Traffic Impact Fees Fund Summary 269
Revenue Stabilization Fund Summary 270
General Obligation Bond Fund Summary 271
2009 Limited Tax General Obligation Bond Fund Summary 272
2013 Limited Tax General Obligation Bond Fund Summary 273
General Capital Fund Summary 274
City Facility Major Maintenance Fund Summary 275
Roads Capital Fund Summary 276
Surface Water Utility Fund Summary 277
Vehicle Operations and Maintenance Fund Summary 278
Equipment Replacement Fund Summary 279
Unemployment Fund Summary 280

Capital Improvement Program

Readers Guide to the CIP 284
Capital Improvement Program Summary 284
CIP Introduction 285
Capital Improvement Fund Descriptions 287
Capital Budget Criteria 288
Advantages of Capital Planning 289
Capital Improvement Program Plan Policies 290
Steps in the Capital Improvement Process 295
Project Phase Definitions 297
Capital Project Criteria 298
CIP Summary
2016-2021 Capital Projects by Category 302
2016-2021 Capital Resources by Category 303
2016-2021 Capital Programs Summary 304
Capital Improvement Program Impact upon Operating Budgets 308

General Capital Fund
2016-2021 Projects Map 314
2016-2021 Program Summary 315
General Capital Fund Summary 316
2016-2021 Projects
Ballinger Neighborhood Parks 320
King Co. Parks, Trails and Open Space Replacement Levy 321

Table of Contents **Page**

Park at Town Center 322
Parks Repair and Replacement 323
Parks, Recreation, and Open Space Plan Update 324
Regional Trail Signage 325
Turf and Lighting Repair and Replacement Projects 326
North Maintenance Facility 327
Police Station at City Hall 328
Pool & Recreation Facility Master Planning 329
Recreation Facilities Exterior Security Lighting 330
General Capital Engineering 331
Projects to be completed in 2015
Echo Lake Park Improvements 333
Saltwater Park Pedestrian Bridge Repairs 334
Shoreline Pool Repair/Replacement Needs Analysis 335
Shoreline Veteran's Recognition 336
Trail Corridors 337

Facilities Major Maintenance Fund
2016-2021 Projects Map 342
2016-2021 Program Summary 343
Facilities Major Maintenance Fund Summary 334
2016-2021 Projects
Police Station Long-Term Maintenance 349
City Hall Long-Term Maintenance 350
City Hall Parking Garage Long-Term Maintenance 351
Parks Restrooms Long-Term Maintenance 352
Shoreline Pool Long-Term Maintenance 353
Richmond Highlands Community Center Long-Term Maintenance 354
Spartan Recreation Center 355

Roads Capital Fund
2016-2021 Projects Map 360
2016-2021 Program Summary 361
Roads Capital Fund Summary 361
2016-2021 Projects
Bike System Implementation 366
Traffic Safety Improvements 367
Annual Road Surface Maintenance Program 368
Curb Ramp, Gutter and Sidewalk Maintenance Program 369
Traffic Signal Rehabilitation Program 370
10th Avenue NW (Hidden Lake) Bridge Repair 371
25th Ave NE Sidewalks 372
Echo Lake Safe Routes to School 373
Einstein Safe Routes to School 374
Interurban Trail / Burke-Gilman Connectors 375
145th Corridor Study 376
145th Corridor Design and Environmental Review – Aurora to I-5 377
185th Corridor Study 378
Aurora Corridor Improvement Project (N 165th St to N 205th St) 379
Meridian Ave N & N 155th St Signal Improvements 380

Table of Contents **Page**

N 175th St (Stone Way to I-5) 381
Radar Speed Sign Installations 382
Richmond Beach Rd Re-channelization 383
Westminster Way N & 155th St Intersection Improvements 384
Roads Capital Engineering 385
Transportation Master Plan Update 386
Projects to be completed in 2015
Aurora Ave North – 145th to 192nd Safety Improvements 388
NE 195th Separated Trail 389

Surface Water Utility Fund
2016-2021 Projects Map 394
2016-2021 Program Summary 395
Surface Water Utility Fund Summary 396
2016-2021 Projects
10th Ave NE Drainage Improvements 400
25th Ave NE Flood Reduction 401
Boeing Creek Regional Stormwater Facility Study 402
NE 148th Infiltration Facilities 403
Goheen Revetment Repair 404
Hidden Lake Dam Removal 405
Stormwater Pipe Repair/Replacement Program (Citywide) 406
Surface Water Small Drainage Projects 407
Puget Sound Drainages Basin Plan 408
Surface Water Master Plan Update 409
Thornton Creek Basin Condition Assessment 410
Surface Water Capital Engineering 411
Projects to be completed in 2015
Ballinger Creek Drainage Study (Lyons Creek Basin) 413
McAleer Creek Basin Plan 414
North Fork Thornton Creek LID Stormwater Retrofit 415
Surface Water Management Green Works Projects 416

Appendix

Financial Policies 419
2016 Salary Schedule 429
2016 Extra Help Pay Table 435
2016 Budgeted Positions and FTEs 437
2016 Fee Schedule 439
Department Revenue Detail 454
Department Expenditure Detail 465
Expenditure Categories 483
Glossary of Budget Terms and Acronyms 486

INTRODUCTION

This page has been intentionally left blank.

READER'S GUIDE TO THE BUDGET

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

Organization of this Document

This budget document contains legally required budget information, descriptive background information and various illustrative graphs and tables that will be helpful to the readers' understanding. It is organized into seven sections to facilitate the reader's understanding of the City's 2016 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 2016 budget message to the City Council and the 2015 – 2017 City Council Goals and Workplan.

Executive Summary – This section provides a high level view of the 2016 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
- 10 Year Financial Sustainability Process & Plan
- 2016 Budget Highlights
- 2016 FTE Summary
- City Budget Summary
- 2016 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

Department Budgets

- Mission Statement
- Organizational Chart
- Historical Comparison of Total Expenditures and Full-time Equivalents (FTE's)
- Staffing Summary by Program and Position
- 2015 Accomplishments
- 2016 Key Department Objectives
- Historical Comparison by Program
- Historical Comparison by Fund
- Historical Comparison by Expenditure/Revenue Type
- 2016 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:

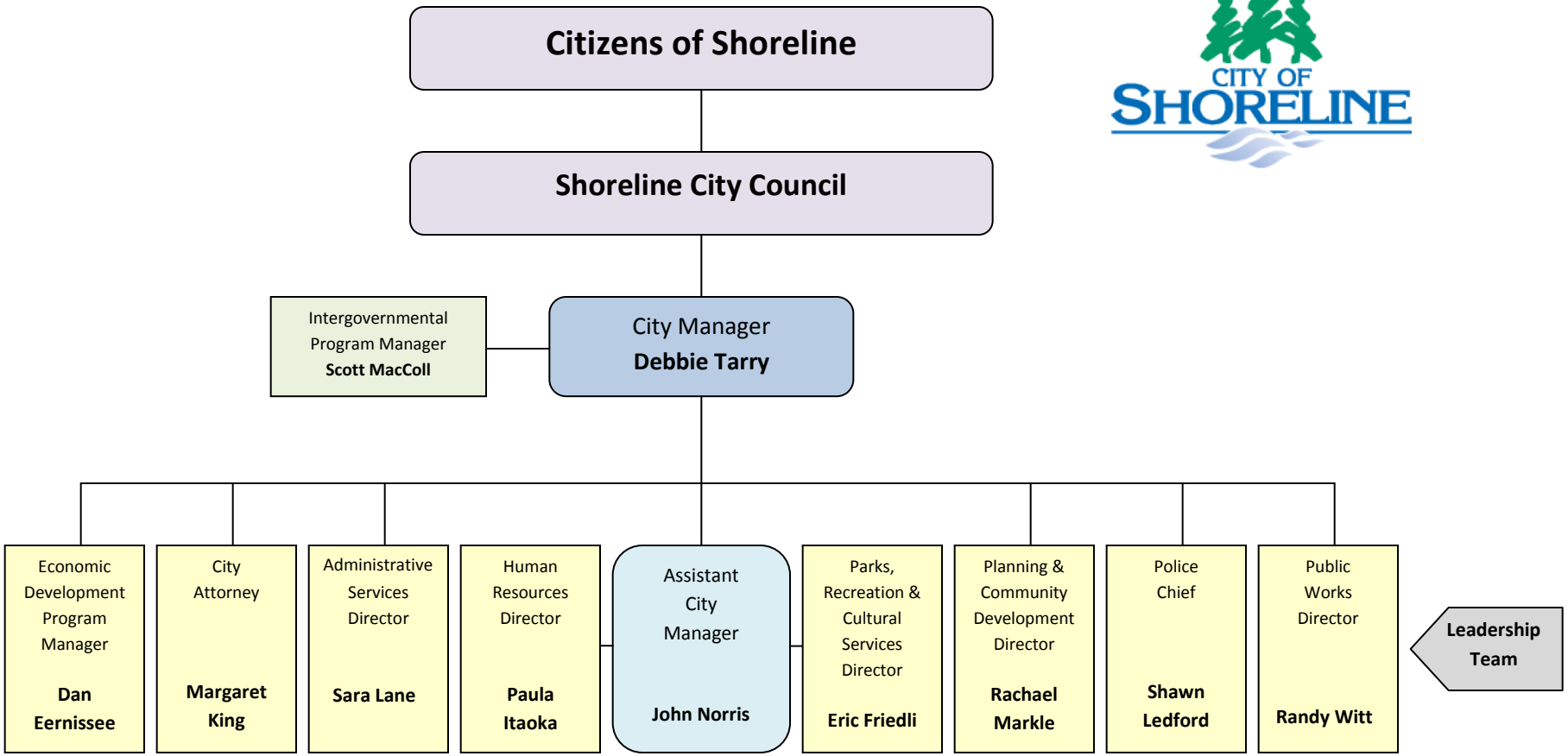
- City Fund Structure
- All Funds Historical Revenue/Expenditure Summary
- Fund Summaries

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:

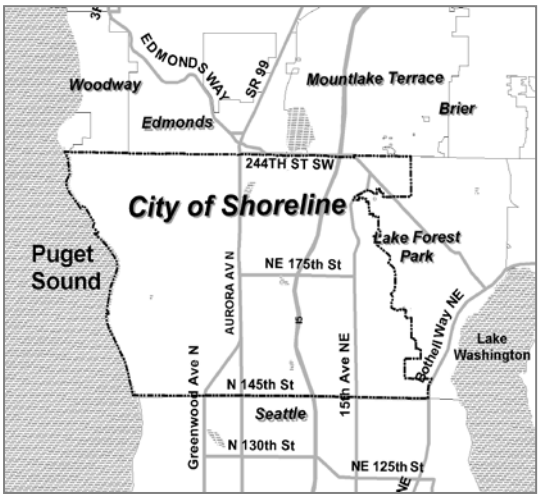
- Reader's Guide to the Capital Improvement Plan
- Impacts of Growth Management
- Capital Planning, Programming and Budget System
- Capital Improvement Fund Descriptions
- Capital Budget Criteria
- Advantages of Capital Planning
- Capital Improvement Program Plan Policies
- Steps in the Capital Improvement Process
- Project Phase Definitions
- Capital Project Criteria
- 2016– 2021 CIP Expenditures and Resources by Category
- 2016– 2021 Capital Program Summary
- Impact of CIP on Operating Budgets
- 2016– 2021 CIP Expenditures and Resources by Fund
- Project Detail

Appendix – This section includes:

- Financial Policies
- 2016 Budgeted Positions
- 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
Debbie Tarry
Economic Development Program Manager
Dan Eernissee
City Attorney
Margaret King
Administrative Services Director
Sara Lane
Human Resources Director
Paula Itaoka
Assistant City Manager
John Norris
Parks, Recreation & Cultural Services Director
Eric Friedli
Planning & Community Development Director
Rachael Markle
Police Chief
Shawn Ledford
Public Works Director
Randy Witt
Leadership Team

SHORELINE COMMUNITY PROFILE



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

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

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

DEMOGRAPHICS	
Population**	54,500
Male/Female+	48.7%/51.3%
Median Age+	42.1
% under 20+	21.6%
Educational Attainment (population 25 yrs. and over):	
High school degree or higher#	92.5%
Bachelor's degree or higher#	42.8%
Households+	21,561
Housing Units#	22,073
Owner Occupied Housing Units+	65.3%
Median Value of Unit#	$370,400
Median Household Income#	$67,076
Per Capita Income#	$33,819
Families in Poverty#	5.0%

*** WA State Office of Financial Management April 2015 estimate*
+ 2010 U.S. Census
 # U.S. Census Bureau, 2006-2010 American Community Survey

SHORELINE AT A GLANCE	
Elevation (average)	375 feet
Highest Elevation	536 feet
Land Area	7,500 acres (11.7 sq.mi.)
Ave. Temperature	51.82
Ave. Annual Precipitation	32.43 in.
Miles of City Streets*	191
City Retail Sales Tax	9.50%
City Employees (Full-time)	144.10
Assessed Valuation++	$7,236,751,545

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

Shoreline Yesterday

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

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

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

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

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

Hamlin Park, and Ronald Bog Park were significant additions to the Parks system in the area.

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

Shoreline Today

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

Shorelines

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

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

Neighborhoods

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

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

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

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

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

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

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

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

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

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

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

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

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

Major employers within the community include:

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

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%).

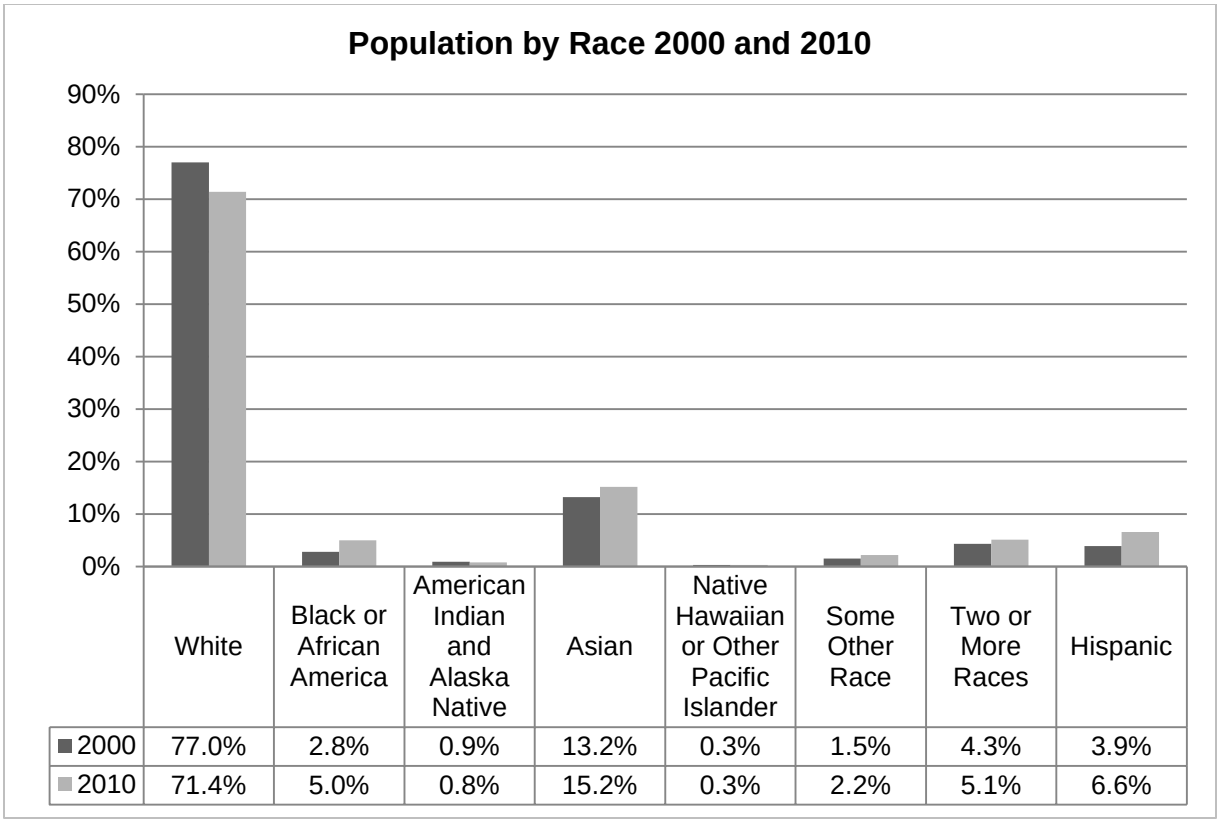
Demographics

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

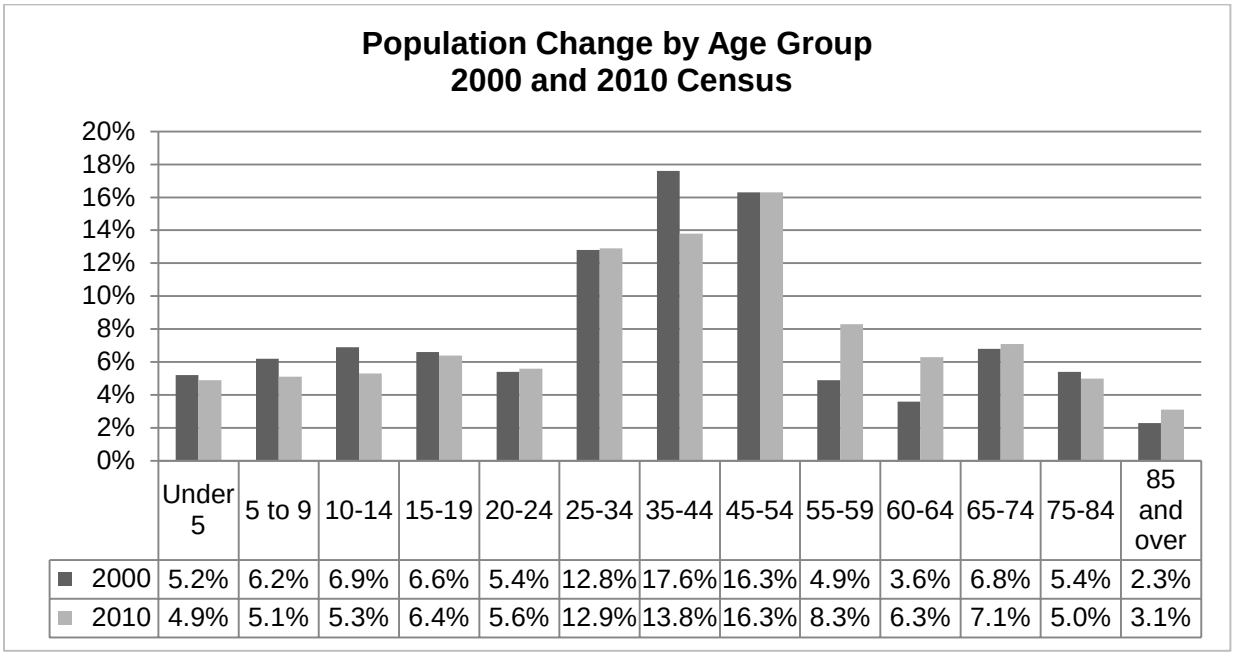
HOUSING: UNITS IN STRUCTURE		
Total housing units: 22,073		
Single family, detached	15,272	69.2%
Single family, attached	875	4.0%
2 units	250	1.1%
3 or 4 units	500	2.3%
5 to 9 units	906	4.1%
10 to 19 units	832	3.8%
20 or more units	3,259	14.8%
Mobile home	140	0.6%
Boat, RV, van, etc.	39	0.2%

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

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

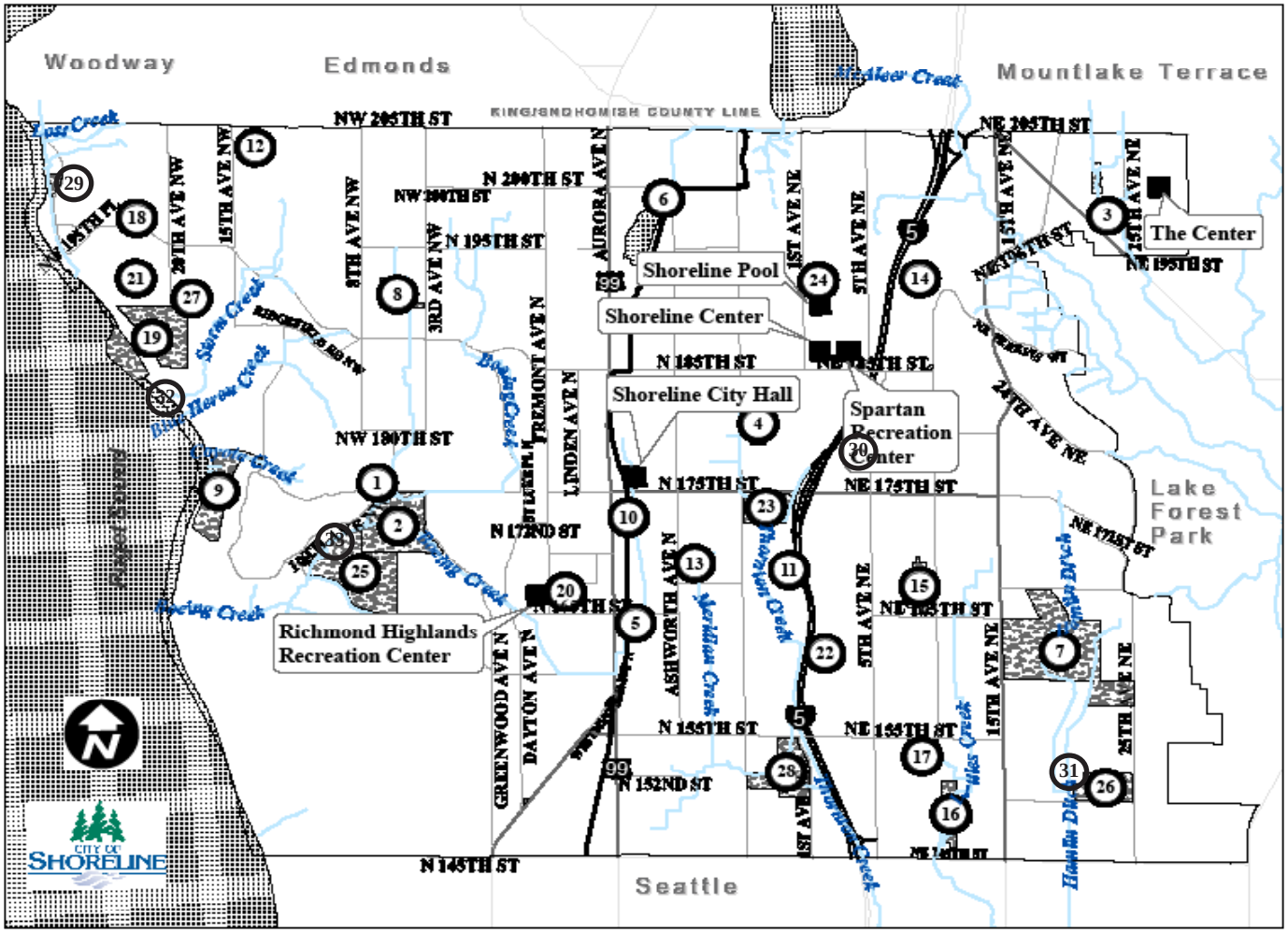
- Richmond Highlands Recreation Center
- Shoreline Pool
- Spartan Recreation Center
- Annex Teen Center

Library Services

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

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

SHORELINE PARKS & PROGRAM FACILITIES



1 Boeing Creek Open Space - 601 NW 175th St

2 Boeing Creek Park - 17229 3rd Ave NW

3 Brugger's Bog Park - 19553 25th Ave NE

4 Cromwell Park - 18009 Corliss Ave N

5 Darnell Park - 1125 N 165th St

6 Echo Lake Park - 1521 N 200th St

7 Hamlin Park - 16006 15th Ave NE

8 Hillwood Park - 19001 3rd Ave NW

9 Innis Arden Reserve - 17601 14th Ave NW

10 Interurban Trail - N 145th St to N 205th St

11 James Keough Park - 2301 N 167th St

12 Kruckeberg Gardens - 20312 15th Ave W

13 Meridian Park Open Space - 16765 Wallingford Ave N

14 North City Park - 19201 10th Ave NE

15 Northcrest Park - 827 NE 170th St

16 Paramount Open Space - 946 NE 147th St

17 Paramount School Park - 15300 8th Ave NE

18 Richmond Beach Community Park - 2201 NW 197th St

19 Richmond Beach Saltwater Park - 2021 NW 190th S

20 Richmond Highlands Park - 16554 Fremont Ave N

21 Richmond Reserve Open Space - 19101 22nd Ave NW

22 Ridgecrest Park - 108 NE 161st St

23 Ronald Bog Park - 2301 N 175th St

24 Shoreline Park/Pool - 19030 1st Ave NE

25 Shoreview Park - 700 NW Innis Arden Way

26 South Woods - NE 150th St & 25th Ave NE

27 Strandberg Reserve - 19101 17th Ave NW

28 Twin Ponds Park - 15401 1st Ave NE

29 Kayu Kayu Ac Park - 19911 Richmond Beach Dr NW

30 Sunset School Park – 17800 10TH AVE NE

31 Eastside Off-leash Dog Area – 1902 NE 150TH ST

32 RBSP Seasonal Off-leash Dog Area (open 11/1-3/15)

33 Shoreview Off-leash Dog Area – 320 Innis Arden WY

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

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

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

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

City of Shoreline
2016 Budget Calendar

BUDGET PROCESS DESCRIPTION	Feb.	Mar.	Apr.	May	Jun.	July	Aug.	Sep.	Oct.	Nov.
Carryover Process Begins										
Council Planning Retreat										
Leadership Team Budget Retreat										
CIP Project Updates by Project Managers										
Update of CIP and 10 Year Financial Sustainability Plan Provide to Council										
Administrative Services Department (ASD) Develops Initial 2016 Revenue Forecast										
ASD Staff Provides Budget Training Session and Delivers Base Budget Targets										
Departments Submit Current Year-End Projections, 2016 Budget Requests, and 2016 Budget Change Proposals										
Project Managers Finalize CIP Project Updates and Requests for New Projects										
ASD Reviews New CIP Project Requests and Potential CIP Funding Sources										
ASD Updates 2016 Revenue Estimates										
ASD Reviews Department Requests for Funding and Meets with Each Department										
CIP Coordination Team Reviews CIP										
City Manager Meets with Department Staff to Review Budget Proposals and the CIP										
City Manager finalizes the Proposed CIP										
City Manager finalizes Preliminary Budget										
2016 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 2016 Property Tax Levy and Adopts the 2016 Property Tax Levy										
Preliminary Budget Modified per Council Direction										
Final Budget and CIP Adoption										

BUDGET PROCEDURES AND PROCESS

Operating Budget Procedures and Amendments Process

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

Budgets are appropriated and adopted for all of the City's funds. All fund budgets, with the exception of the capital funds, are adopted on an annual basis. Calendar year budgets are adopted by the City Council for the General Fund, Special Revenue, Debt Service, Capital, and Internal Service funds. Total project budgets are approved by the City Council when the six-year Capital Improvement Plan (CIP) is adopted. However, budgets for the capital funds are appropriated annually for that year's portion of each capital project. For operating funds, all appropriations lapse at year-end. Programs or projects that need to continue into the following year 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/April with the Council Planning Retreat. During the retreat, the City Council reviews their Council Goals and action steps and updates for the upcoming two year period. They also review the City's long-term financial outlook to respond to any major changes in the City's financial position. Every other year, the City surveys its citizens to gather their priorities. During the retreat, the Council uses input from the citizen survey and various advisory boards to help establish their priorities for the upcoming year.

In April/May, the 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. The City's organization goals are reviewed and updated based on the latest Council goals and annual work plan. Other emerging issues are identified, prioritized and may be added to the work plan.

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

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

BUDGET PROCEDURES AND PROCESS

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

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

In August, the City Manager meets with each department to review their budget requests. 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 and department directors to ensure that funds are used as intended. ASD provides quarterly financial updates to the City Council to keep them current with the City's financial condition. Any budget amendments made during the year are adopted by a City Council ordinance.

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

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

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

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.

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

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

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

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

GENERAL BUDGET POLICIES

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

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

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

This page has been intentionally left blank.

CITY OF SHORELINE

TRANSMITTAL LETTER

This page has been intentionally left blank.

Total Budget: $77.9 million

Operating Budget: $45.7million

Capital Budget: $20.8 million

Utility Budget: $6.8 million

Other Funds Budget: $4.2 million

General Reserves: $10.6 million

General Fund Balance: $4.8 million

Population: 54,500

AA+ Bond Rating

S&P Financial Management Rating of "Stable"

20 years of Unqualified (clean) Audit Opinions

GFOA Budget Award for 16 consecutive years

91% of residents believe that Shoreline is an excellent or good place to live

October 12, 2015

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

Dear Mayor Winstead and City Councilmembers:

We are pleased to present the City's 2016 proposed budget. This budget represents the results of thoughtful direction provided by the City Council along with the dedicated efforts of the Department Directors and City staff members. The 2016 proposed budget is scheduled for City Council review during several upcoming meetings in October and November, 2015, and will be presented for final adoption on November 23, 2015.

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

Shoreline adheres to generally accepted accounting principles (GAAP) applicable to governments. Shoreline uses proprietary funds to account for the surface water utility and certain internal service activities (fleet, equipment, and unemployment management activities). Other activities are recorded in governmental funds (General Fund, Capital Services Funds, Debt Service Funds, etc.). These funds are included in the 2016 proposed budget and each fund is described in more detail at the beginning of each fund section.

SUMMARY OF THE 2016 PROPOSED BUDGET

Council Goals and Community Priorities

As a planning and policy document, one fundamental purpose of the City's budget is to allocate resources that support the community's vision and priorities. The 2014 Shoreline citizen survey reported that 91% of residents believe that Shoreline is an excellent or good place to live and 65% say the City is heading in the right direction.

Each year the Council adopts goals identifying the most important items for the City to accomplish over the next 18 to 24 months. The 2016 Proposed Budget allocates resources that staff members use to successfully accomplish these key goals. Following is a list of the Council's 2015-2017 goals and associated action items with funding in the 2016 Proposed Budget.

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

- Implement the Community Renewal Plan for Aurora Square including developing recommendations for incentives, property acquisition, and capital improvements to encourage Vision 2029 businesses to locate and thrive at Aurora Square.
- Enhance the attractiveness of Shoreline as a place for private investment by ensuring that the permit process is predictable, timely and competitive, and by constantly evaluating and improving the quality of regulations for the City and other local permitting organizations.
- Implement the 10 Year Financial Sustainability Plan to achieve sufficient fiscal capacity to fund and maintain priority public services, facilities, and infrastructure, including a continued focus on economic development and exploration of the renewal of the property tax levy lid lift in 2016 and implementation of a Business & Occupation (B&O) Tax in 2018
- Initiate innovative, community-supported place-making efforts that encourage people to spend time in Shoreline.
- Create and launch a marketing campaign that promotes Shoreline as a progressive and desirable community to new residents, investors, and businesses.

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

- Identify funding strategies, including grant opportunities, to implement the City's Transportation Master Plan including construction of new non-motorized improvements.
- Pursue water service rate reduction and increased infrastructure investment from Seattle Public Utilities while evaluating and identifying Shoreline's opportunities for long-term water service provision alternatives.
- Develop a plan to merge the Ronald Wastewater District into City operations as outlined in the 2002 Interlocal Operating Agreement.
- Work with the City of Seattle, King County, the Washington State Department of Transportation, federal agencies and the community on a plan that will improve safety, efficiency and modes of transportation for all users of 145th Street.
- Implement the Urban Forest Strategic Plan.
- Review and update the sustainability recommendations in the City's adopted Environmental Sustainability Strategy.
- Redevelop City capital facilities (North Maintenance Facility and Shoreline Police Station at City Hall) to better meet community needs.
- Coordinate City services to plan and prepare for housing development in the community, including management of parking and traffic impacts and engagement of communities living in diverse housing types.

Goal 3: Prepare for two Shoreline light rail stations.

- Adopt the 145th Street Light Rail Station Subarea Plan, land use and zoning maps and Planned Action.

- Negotiate mitigation measures with Sound Transit and pursue other means to obtain any necessary mitigation that may not be reflected in Sound Transit's Final Environmental Impact Statement, including a bridge over Interstate-5 north of 145th Street connecting to the 185th Light Rail Station.
- Develop a Transit Service Integration Plan to deliver people to both future light rail stations, as an alternative to single occupancy vehicles, including safe bicycle and pedestrian access for all ages and abilities.
- Work with Sound Transit to design and evaluate the light rail stations.
- Implement adopted light rail station subarea plans, including programs and policies to address parking, park mitigation, and affordable housing.

Goal 4: Enhance openness and opportunities for community engagement.

- Communicate and provide opportunities for public input on key policies and initiatives, including light rail station planning, safe community initiatives, the proposed Point Wells Development, and other City projects.
- Continue to support neighborhood associations and volunteer initiatives and to host community forums and workshops.
- Continue to provide documents online, improve public accessibility and enhance the City's website and its usability.
- Continue to use and promote technology to improve interactions with residents.

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

- Work towards data driven policing and addressing crime trends by focusing efforts on high crime areas and quality of life concerns; work with the City's cross-department safe community team to address problems and implement solutions.
- Continue coordination of the Emergency Management Council to implement emergency management best practices.
- Continue the partnership between the Parks Department and Police, focusing on park and trail safety through Crime Prevention Through Environmental Design (CPTED), Problem Solving Projects (PSPS) and police emphasis to improve safety and the feeling of safety.
- Continue partnerships and development of best practices with Shoreline schools, the Fire Department and the community to implement school safety programs, such as Active Shooter and Patrol (ASAP) training.
- Coordinate policing efforts with the Public Works Department to focus on high speed locations (traffic map), school zones, neighborhoods and traffic complaints and the implementation of Neighborhood Traffic Action Plans.
- Work with the community to establish engagement and a partnership regarding crime prevention and quality of life concerns; coordinate efforts between the Community Outreach Problem Solving (COPS) officer and the City's Council of Neighborhoods to work together with neighborhoods and businesses and crime prevention procedures and education.
- Explore funding opportunities to bring awareness and to develop a systematic policing approach to deal with mental illness in the community.

Delivery of Public Services and Organizational Goals

Although much emphasis is placed on the accomplishment of City Council goals, the primary focus of the City's budget is to provide resources to deliver exceptional public services to the Shoreline community. This is the mission of the City organization. The 2014 citizen survey reflects a 73% satisfaction in the overall quality of City services. The 2016 proposed budget includes the allocation of resources to support these key organizational goals:

2016 Budget Highlights

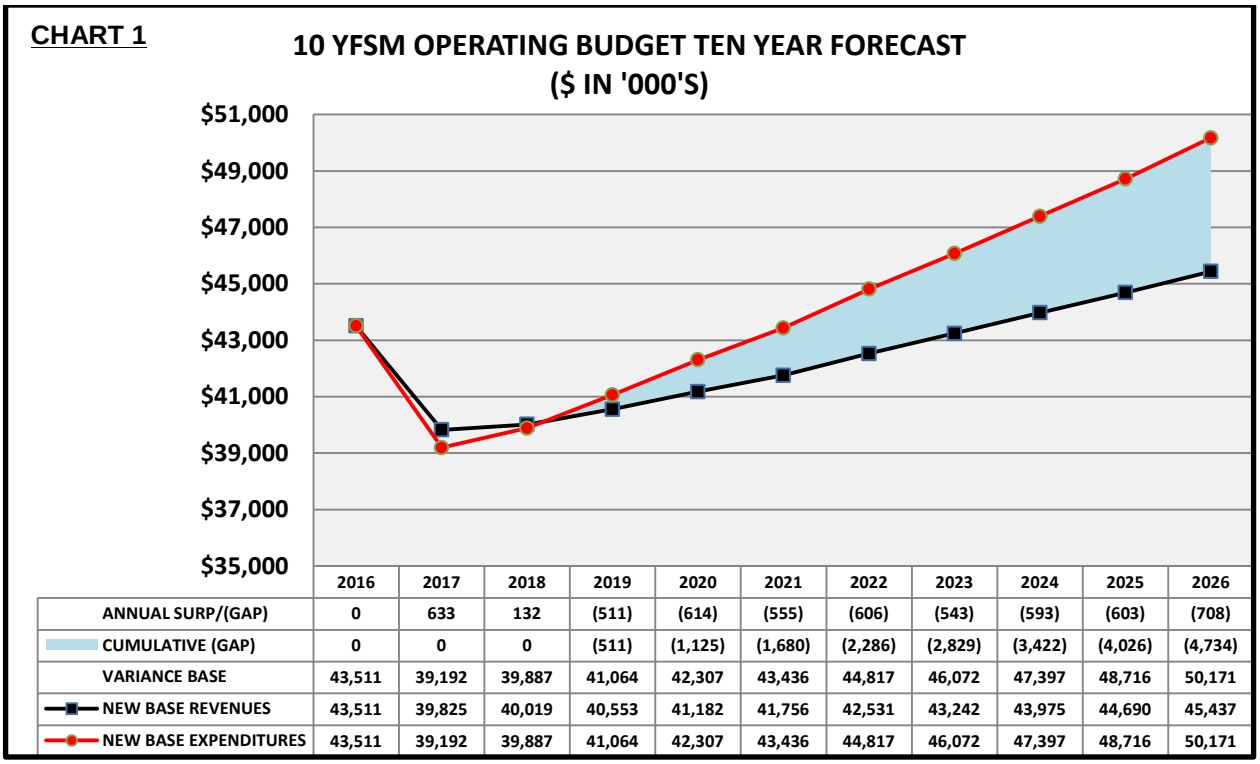
CHALLENGES

Like the rest of the region, the recovery from the last recession has been slow. The City of Shoreline has returned to pre-recession levels in several key economic areas like permitting volumes and real estate transactions and valuations. While the "recovery" appears complete, continued growth is anticipated to be slow. Unfortunately, while the consumer prices index has remained low, several key expenses (i.e. Health Care Costs and Jail costs) have outpaced both CPI and revenue growth.

IMPROVING FINANCIAL CONDITION

Shoreline's staff and City Council have proactively worked to address these challenges and sustain the City's improving financial condition. In 2014, the City engaged in a comprehensive process to plan for long term financial sustainability. City Council adopted the 10-Year Financial Sustainability Plan (10 YFSP) at its June 16, 2014 Council Meeting. The 10 YFSP includes seven targets to improve the City's ongoing financial position and uses the 10 Year Financial Sustainability Model (10 YFSM) to evaluate the impact of funding choices in the long-term to ensure fiscal sustainability. Evaluation of the proposed 2016 Budget in light of the 10YFSP projects a gap, where expenditures exceed revenues in 2019. The original plan adopted in 2014 anticipated a gap in 2018 (Chart 1).

Several options that, in combination, can delay or eliminate the potential budget gap were identified in the 10 YFSP. The proposed 2016 budget includes the evaluation and planning for these options for implementation in 2017 and beyond.



	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
ANNUAL SURP/(GAP)	0	633	132	(511)	(614)	(555)	(606)	(543)	(593)	(603)	(708)
CUMULATIVE (GAP)	0	0	0	(511)	(1,125)	(1,680)	(2,286)	(2,829)	(3,422)	(4,026)	(4,734)
VARIANCE BASE	43,511	39,192	39,887	41,064	42,307	43,436	44,817	46,072	47,397	48,716	50,171
NEW BASE REVENUES	43,511	39,825	40,019	40,553	41,182	41,756	42,531	43,242	43,975	44,690	45,437
NEW BASE EXPENDITURES	43,511	39,192	39,887	41,064	42,307	43,436	44,817	46,072	47,397	48,716	50,171

BUDGET OVERVIEW

The City maintains fully funded reserves that meet or exceed City policies. The City's Revenue Stabilization Fund ("rainy day reserve") totals $5.2 million, equal to approximately 33% of the City's economically sensitive operating revenues. This exceeds the 30% minimum established by the City Council. The 2016 proposed budget also provides a General Fund ending fund balance of $4.8 million. This is 121% of the City Council's minimum policy requirement of $3.96 million. The City's total undesignated general reserves are estimated to total $10.5 million at the end of 2016.

As a result of the Council's strong financial policies, diligent financial management, and conservative budget planning, the City continues to maintain its AA+ bond rating and a Standard & Poor's (S&P) financial management rating of "stable." The City has a perfect record with twenty Unqualified (clean) Audit Opinions, and has received 16 consecutive GFOA Budget Awards.

REVENUES

Budgeted 2016 revenues for all funds total $61.0* million. This is a $6.3 million (9.3%) decrease from the current 2015 budget. This is the net result of changes to various funds as noted in the following discussion:

- The City's Operating Funds revenues total $37.8* million. This is a 5.1% increase over the current 2015 budget. This is primarily the result increases in budgeted tax revenues and seizure fund revenues.

- Debt Service Funds revenues are budgeted at $2.1* million. This is unchanged from the current 2015 budget. The three funds are budgeted so that revenues are approximately

equal to actual debt service principal and interest payments each year. The City repays the 2006 General Obligation Bond Fund (Parks Bonds) through a separate property tax levy.

- Capital Fund revenues are budgeted at $13.4* million. This is a 31.1% decrease from the current 2015 budget. Primary reasons include a significant decrease in intergovernmental revenues in the Roads Capital Fund partially offset by increases in transfers of funds from the General Fund to the General Capital Fund for the Police Station at City Hall project, and an increase in transfers of funds from the General Fund to the City Facilities / Major Maintenance Fund for the Shoreline Pool Long-Term Maintenance project.

- The Surface Water Utility Fund revenues are budgeted at $6.7* million, a 17.5% increase from the current 2015 budget. This fund is discussed in another section of this transmittal letter.

- Internal Service Funds revenues are budgeted at $0.7* million, a16.7% increase over the current 2015 budget.

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

EXPENDITURES – OVERVIEW

Budgeted 2016 expenditures for all funds total $77.9 million. This is a $1.2 million (1.6%) decrease from the current 2015 budget. The primary reasons for this change are a $6.4 million decrease in the City's capital budget and $5.2 million increase to the City's operating budget.

The City's proposed operating budget (General Fund and Street Fund) totals $43.5 million. This is a 9.5% increase over the current 2015 budget. The increase is primarily the result of a one-time General Fund allocation for high priority capital projects in the amount of $2.7 million. These projects include substantial pool maintenance, 155th /Westminster intersection design, grant match allocation, and Police Station at City Hall. Excluding the one-time $2.7 million allocation, the change from 2015 to 2016 budget is a 0.9% increase. The 2016 proposed budget is balanced and complies with the City's adopted budget and financial policies.

Debt Service Fund expenditures are budgeted at $3.6 million, unchanged from the current 2015 budget.

Capital Fund expenditures are budgeted at $20.8 million. This is a 24.5% decrease from the current 2015 budget as a result of a decrease in Roads Capital Fund projects partially offset by increases an in both General Capital Fund projects and City Facilities / Major Maintenance Fund projects.

The Surface Water Utility Fund expenditures are budgeted at $6.8 million. This fund experienced an increase in capital costs for 2016 and is discussed in another section of this transmittal letter.

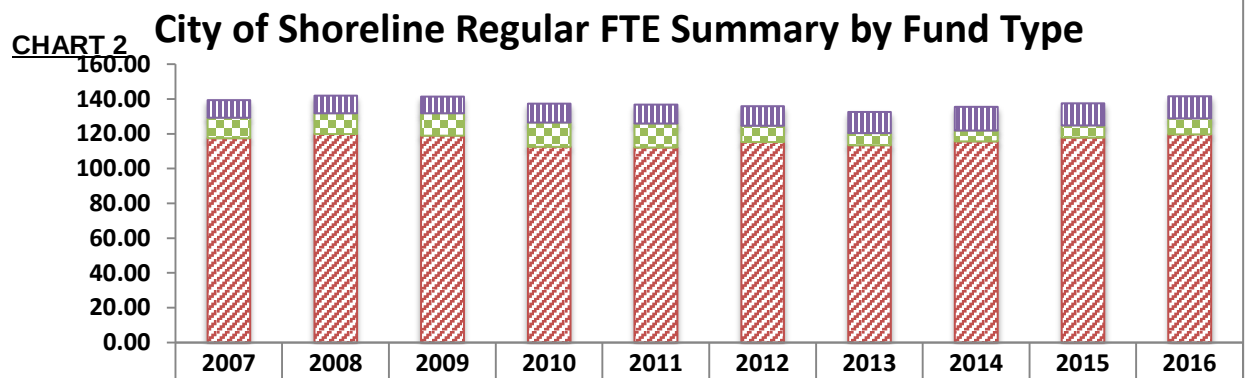
Internal Service Funds expenditures are budgeted at $0.6 million, 55.3% decrease over the current 2015 budget. The main reason for this difference is the number and mixture of vehicles being replaced in 2015 was larger in scope than those up for replacement in 2016.

EXPENDITURES – STAFFING

From 2009 to 2013 the City's staffing levels were reduced by 6.3% (9.34 full time equivalents – or FTEs) as a result of anticipated budget gaps from revenue growing at a slower pace than expenditures and from the recession's economic downturn. As the economy contracted the workload in some service areas, such as building permits, also shrank.

While revenues are returning to pre-recession levels, workload recovered to pre-recession levels beginning in 2012. Since that time staff has sought efficiencies to wherever possible to be able to handle the growing workload at the lower staffing levels. As the growth trend continues, the City is not able to maintain service levels with the lower staffing levels in many cases. Additionally, staff continues to move forward with converting ongoing extra-help to regular employee positions wherever possible.

The City continues to align staff positions with long term community service expectations, City Council goals, and the City's ongoing work plan. As a result of the realignment, 2.05 positions were added in the 2015 budget process. The 2016 proposed budget includes 4.00 additional FTEs. Even with these proposed additions, staffing levels are still 0.3% (0.38 FTEs) below the pre-recession employment level, as shown in Chart 3 below.



	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Utilities	10.15	10.02	9.57	10.71	10.86	11.12	12.00	13.70	12.67	12.74
Capital	11.85	12.10	12.95	14.00	13.65	9.39	7.11	6.24	7.11	9.09
Operating	117.48	119.86	118.96	112.62	112.27	115.37	113.45	115.62	117.82	119.77
Total	139.48	141.98	141.48	137.33	136.78	135.88	132.56	135.56	137.60	141.60

Overall the 2016 budget proposes to add 4.00 regular full-time equivalent (FTE) positions and 1.00 FTE term-limited position (not reflected in Chart 3) to the City's personnel complement, as follows:

Positions with Revenue or Expenditure Reduction Offsets:

- *Administrative Assistant 1* – This is a regular 1.00 FTE position in the Parks, Recreation and Cultural Services Department. Current staffing models at the Spartan Recreation Center (SRC) require extra-help staff to work alone and unsupervised during evening and weekend hours. During these times they are solely responsible for the operation and security of the building and its patrons, as well as meeting all customer service needs. Duties currently performed by the extra help position are commensurate with those performed by an Administrative Assistant 1. Adding an Administrative Assistant 1 to the staffing structure at SRC will allow for two staff to be onsite during all business hours,

direct supervision of extra-help staff, and qualified assistance with an ever-increasing workload. Position costs are covered by a reduction in extra-help budget and an offsetting increase in revenue is proposed in order to keep pace with increased cost of services and maintain the current level of cost recovery. The proposed budget assumes that the position would be hired on July 1, 2016. The impact on the 2016 General Fund budget is $43,000. The full annual impact on the General Fund budget is $74,000.

- *Capital Projects Manager 2* – This is a regular 1.00 FTE position in the Public Works Department that will support delivery of the Transportation Planning Division's projects and services. This position will focus on managing the design and construction of the City's major transportation capital improvement projects. In 2016 this position will be primarily focused on the 145th Street Corridor. In future years this project will move from development of improvement concepts in the 145th Corridor Study to the design, environmental review, right-of-way acquisition and construction phases of the project. The full annual cost of this position is $129,000. This position is fully charged to the CIP and supported by Grant funds for the 145th corridor.

- *Administrative Assistant 2* – The is a regular 1.00 FTE position in the Public Works Department that is intended to provide support to all divisions within the Department, including Utilities and Operations, Engineering, and Transportation Planning. The proposed budget assumes that the position would be hired on April 1, 2016. The impact on the 2016 General Fund budget is $28,000. The full annual impact on the General Fund budget is $35,000. The full annual cost will be approximately $71,000 supported by General, Surface Water Utility, and CIP funds.

Other Position Additions:

- *Technical Assistant* – This is a regular 1.00 FTE position in the Planning and Community Development Department that will assist with Permit Services activities including permit intake, permit issuance, code enforcement administrative support, responding to customer inquiries, and front desk support assisting an estimated 5,000 walk-in customers annually. This position was eliminated during the downturn. Staff is anticipating increased workload for Permit Services as the economy continues to recover, recent plans for redevelopment are implemented, and permitting for the Lynnwood Link Light Rail project starts in 2016 and continues through 2018. This additional resource will maintain, and in some cases improve, the existing level of time sensitive customer service. The proposed budget assumes that the position would be hired on April 1, 2016. The impact on the 2016 General Fund budget is $58,000. The full annual cost will be approximately $73,000.

- IT Project Manager (Term-Limited for three years) – This is a term-limited 1.00 FTE position in the Administrative Services Department that will manage the projects outlined in the City of Shoreline Strategic Technology Plan. These include the replacement of the City's permit and customer service system, as well as the assessment and upgrade or replacement of the City's financial system. While a consultant will be engaged to implement the software, this position will serve as a project manager to ensure that internal staff are appropriately engaged and to ensure that the contractor is delivering quality work that is on time and on budget. This request is for a term of three years in order to encompass post implementation support for the upgraded/new financial system; system integration of the financial, permit, asset management, and recreation systems; and, the completion of the technical assumption of Ronald Wastewater. The full annual cost of this position is $109,269.

These additions to the City's personnel compliment restore City staffing to near 2008 levels as shown in the *City of Shoreline Regular FTE Summary by Fund Type* (Chart 3) above.

Position Reclassifications & Other Position Related Changes:

- *Community Diversity Coordinator*: The Consultant working on the Classification and Compensation Study has also been asked to include a change for the existing 0.50 FTE vacant Human Services Associate Planner position to refocus the position from a planning emphasis to more active community outreach and engagement focused on underserved and under-represented populations in Shoreline. The position is proposed to be re-titled as a Community Diversity Coordinator. This change will implement strategies contained in the 2009 Human Services Strategy responding to the greater diversity in the community.

  The Community Diversity Coordinator's work will be to establish effective two-way communication with members of demographically diverse cultures and ethnicities and to engage these groups more actively in the life of the City. This will occur through active outreach, City sponsored activities, City programming, and City decision-making processes. The position will support citywide efforts to promote civic engagement, facilitate community collaboration and partnerships, and support citywide efforts to provide culturally competent community programs and services. The Human Services Planner position has remained vacant throughout 2015.

- Budget Lead/Supervisor: A restructuring of functions in the Administrative Services Department has resulted in additional lead/supervisory responsibilities being added to the existing 1.0 FTE Senior Budget Analyst position. These additional responsibilities are being evaluated for title and compensation impacts and will be incorporated with the Compensation and Classification Study discussion with Council.

- Emergency Management Administrative Assistant 2: In 2012, the State began implementing a new model for distribution of federal EMPG funds. Though there was no reduction in Federal aid to the State funding the new population based model will distribute funds more broadly among the cities and counties across the state. The result is a reduction in State revenues to Shoreline and many other King County cities with established emergency management programs. This request replaces Emergency Management Program Grant (EMPG) funding with General Fund support of $5,529 for this existing 0.50 FTE.

Management believes that these positions and position changes are essential to provide services to our citizens, meet Council goals, and complete the City's ambitious work plans. In 2016, Shoreline will have 2.40 FTEs per 1,000 population for non-utility personnel.

EXPENDITURES – ADDITIONAL PROGRAM COSTS

Significant increases in 2016 operating costs for the General and Streets Funds include the following:

- $600,000 (17%) increase in Jail Costs to cover an estimated 10.6% increase in jail days based on 2015 experience.
- $463,000 (4.2%) increase in contract with King Country for Police services due to workload increases, records system enhancements, negotiated salary increases and training costs to replace retiring officers.
- $157,000 increase in salary costs due to 1.45% cost of living increase (90% of CPI-U).

- $378,000 increase in cost of benefits due to mandated retirement contribution increases, health benefit cost increases and benefit impacts from the cost of living adjustment.
- $170,000 increase in equipment replacement charges due to changing replacement reserve policy from 2 to 3% and updating replacement values for the current fleet.
- $90,000 net reduction of revenue due to extended pool closure for major repairs.

Supplemental requests to support council priorities that are included in the proposed budget are summarized below:

Category	One-Time		On-Going	Available Revenue/ Expenditure Reductions	Ongoing Net Cost
Implementation of Council Goals	$393,327		$36,200	$5,000	$31,200
Maint. of City Assets and Operational Efficiencies	114,545		0	0	0
Technology Investments	699,890		7,960	0	$7,960
Budget Neutral	900		68,061	70,350	($2,289)
Personnel Requests	20,180		238,152	0	$266,212
Totals	**$1,228,842**		**$350,373**	**$75,350**	**$275,023**
Use of Fund Balance	**$1,228,842**		**% of Operating Budget**		**0.7%**

The one-time supplemental requests are funded from use of 2015 ending fund balance. In addition to the items listed above, the Proposed Budget includes transfers of $2,650,000 from the General Fund to support the Capital Improvement Plan. Ongoing items are funded from ongoing revenues. Both one-time and ongoing requests are proposed only after analyzing the impacts that they might have on the 10 YFSM as discussed above.

EXPENDITURES – CAPITAL OUTLAY

Total FTEs for the capital funds are proposed at 9.09. As discussed above, the 2016 Proposed Budget for Capital Services Funds totals $20.8 million. Significant projects making up this total include:

• Police Station at City Hall	$ 5.3 M
• N 175th St – Stone Ave N to I-5	2.7
• 145th Corridor	2.6
• Road Surface Maintenance Program	2.2
• Aurora Ave North – 192nd – 205th	1.5
• Shoreline Pool Long-Term Maintenance	0.8
• Bike System Implementation	0.6
• 185th Corridor Study	0.6
• North Maintenance Facility	0.6
• 19 Other Projects	3.9
Total	$ 20.8 M

SURFACE WATER UTILITY FUND

This fund has been mentioned throughout the summaries provided above. The Surface Water Utility is a complex operation providing sewerage operations related to maintaining the highest levels of surface water quality possible. Through a complex array of drainage ditches, detention structures, lift stations, underground collection and transmission pipes, etc., the City has greatly improved its ability to discharge quality water to Puget Sound during normal flow, low flow, and storm flow events. In addition, before incorporation storm events often resulted in flooding conditions throughout large areas that became the City of Shoreline. Since incorporation, the City's efforts have minimized flooding to localized and rare occurrences.

Surface Water Utility billings along with other sources, including $2.0 million in debt financing, are budgeted to generate $6.7 million in 2016 (net of transfers). This is a $1.0 million (17.5%) increase from the current 2015 budget.

The Surface Water Utility Fund expends money for both operating and capital needs. This makes the Surface Water Utility unique from other City operations.

The 2016 Proposed Budget appropriates $6.8 million in expenditures. Of this total $2.8 million are operating expenditures, $3.4 million are capital expenditures, and $0.6 million are debt service expenditures. In the operating category, the $2.8 million budget is unchanged from the current 2015 budget.

The 2016 Proposed Budget includes a portion of the new regular 1.00 FTE Administrative Assistant II discussed above. Total FTEs for the Surface Water Utility are proposed at 12.74. In the capital area, the $3.4 million budget reflects a $0.6 million increase from the current 2015 budget. Significant projects include:

• 25th Ave NE Flood Reduction Improvements	$ 0.9 M
• Stormwater Pipe Replacement Program	0.6
• Surface Water Master Plan	0.5
• 8 Other Projects	1.4
Total	$ 3.4 M

In addition to the capital and operating activities noted above, this fund also pays for debt service. Unlike the governmental funds, surface water debt related activity occurs directly in the Surface Water Fund. In 2016, this fund will pay $645,908 towards debt service principal and interest.

Financial Sustainability

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

- A 2011 program instituting joint supervision between the City of Shoreline and City of Kenmore Police Departments. This change saved $600,115 through 2015. The preliminary 2016 credit is $140,000.

2016 Proposed Budget is a 1.6% Decrease from the 2015 Current Budget

2016 Operating Budget is a 9.5% Increase from the 2015 Current Budget. Excluding one-time capital contribution of $2.7 million results in a 2016 Operating Budget that is 0.9% greater than the 2015 Current Budget.

- The City of Shoreline received additional credits of $119,027 and $112,240 on the police contracts for 2012 and 2015, respectively due to an audit of health insurance benefit costs. The effects of this audit will continue into future years.

- In 2015 Snohomish County canceled its jail contract with Shoreline due to overcrowding. Although Shoreline's new contract with the SCORE facility is more than the Snohomish County contract, it is still less than the King County facility. The City expects to save $708,000 in 2016 compared with using the King County facility. However, due to an increase in inmate days these costs continue to exceed our projections. Staff are exploring lower cost options such a contracting with Yakima Jail and to achieve additional cost savings.

- The City evaluated cost recovery objectives for Parks Programs and Permitting and inspection fees. The results of the study will be implemented in 2016 and beyond.

- The City achieved the target to increase investment returns by 100 basis points in 2015.

- The City added 7,154 square feet of new retail space in 2015 and increased multi-family unit (MFU) count by 97 in 2014 and 132 in 2015. Additionally, we saw the remodel of 26,878 SF of retail space in 2014 and 2,802 SF in 2015. The 10YFSP targets growth at 7,500 SF of retail redevelopment and 160 new MFU annually.

City staff members will continue to seek out partnerships, efficiencies and the other strategies outlined in the 10YFSP during 2016 and beyond.

Outlook

City staff members are proud to present a balanced 2016 proposed budget. This document addresses and balances community priorities, Council goals, long term financial sustainability, and the City's ambitious work plan.

Positive movement in assessed valuation provides the City with the opportunity to reduce the property tax levy rate. Currently at $1.43 per $1,000 of actual value, the property tax levy rate is expected to drop to about $1.35 in 2016, while still providing additional revenue compared with 2015.

The State of Washington, like its city governments, experienced declining revenues during the recent recession. In addition the Washington Supreme Court decided that the State is inadequately funding education. These two factors are causing budget gaps at the State level. The State Legislature closed these gaps in part by reducing amounts traditionally remitted to local jurisdictions. It is 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 proactively addresses these budget issues throughout each year. In addition to the 10 YFSP, the City's staff members continue to strive to attract economic development opportunities. The 2015 citizen survey shows strong and continuing community support for these efforts, with 81% of residents supporting the City's long-term emphasis on economic development. 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. As stated above the City is planning over $23.5 million in capital improvements (including surface water capital projects) in 2016. Long term plans include another $33.1 million over the following five years.

Conclusion

We believe that the 2016 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 while also preparing the City for the future – including expanded utility operations and light rail. Our citizens have expressed that desire based on past feedback, the 2014 Citizen Survey, as well as through their support of Proposition 1 in 2010.

Finally, it is important to acknowledge the contributions of everyone involved in this year's budget process. We would like to express our appreciation to individuals who worked to provide realistic budget requests and to develop ways to meet Council and community priorities.

It is also appropriate to thank several members of the Administrative Services Department for their tireless efforts to produce the 2016 proposed budget, while still performing day to day duties and keeping up with workflow demands. Special thanks go to Patti Rader, Rick Kirkwood, Grant Raupp, Sharon Oshima, and Aana Farooqi for their assistance in preparing this budget. Finally, many thanks are needed to the City Council for providing policy direction to the City of Shoreline over the years.

Respectfully submitted,

Debbie Tarry
City Manager

Sara S. Lane
Administrative Services Director

2015-2017 City Council Goals and Workplan

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

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

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

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

Shoreline voters approved Proposition No. 1 in November 2010, which helped to maintain essential service levels through 2016. It is vital to attract investment in Shoreline businesses and neighborhoods to enhance the local economy, provide jobs, and support the services that make Shoreline a desirable place to live, work and play. Investment will strengthen our tax base while providing our residents with greater housing choices, local employment, retail opportunities, and lifestyle amenities.

ACTION STEPS:

1. Implement the Community Renewal Plan for Aurora Square including developing recommendations for incentives, property acquisition, and capital improvements to encourage Vision 2029 businesses to locate and thrive at Aurora Square
2. Enhance the attractiveness of Shoreline as a place for private investment by ensuring that the permit process is predictable, timely, and competitive, and by constantly evaluating and improving the quality of regulations for the City and other local permitting organizations.
3. Implement the 10-year Financial Sustainability Plan to achieve sufficient fiscal capacity to fund and maintain priority public services, facilities, and infrastructure, including a continued focus on economic development and exploration of the renewal of the property tax levy lid lift in 2016
4. Initiate innovative, community-supported place-making efforts that encourage people to spend time in Shoreline
5. Create and launch a marketing campaign that promotes Shoreline as a progressive and desirable community to new residents, investors, and businesses
6. Explore development of a state-of-the-art media campus that makes Shoreline the regional center of the digital media production industry

PROGRESS INDICATORS:	2011	2012	2013	2014
a. Annual growth of assessed property value from new construction	0.17%	0.50%	0.41%	0.36%
b. Ratio of commercial versus non-commercial valuation	.112	.115	.117	.109
c. Retail sales tax per capita	$113	$130	$137	$134
d. Number of licensed businesses	4,474	4,784	4,945	5,045
e. Number of housing units	23,049	23,204	23,329	23,493

f. Vacancy and rental rates of commercial and multi-family properties	Comm: 4-5%; $15-30/sf; Resid: 4%; $1.18/sf	Retail: 4%; $17.50/sf; Office: 4.5%; $23.63/sf; Resid: 3.2%; $1.24/sf	Retail: 5.3%; $19.50/sf; Office: 6.4%; $24.27/sf; Resid: 1.9%; $1.32/sf	Retail: 4.6%; $20.80/sf; Office: 4.2%; $23.00/sf; Resid: 1.3%; $1.36/sf

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, including grant opportunities, to implement the City's transportation master plan including construction of new non-motorized improvements
3. Pursue water service rate reduction and increased infrastructure investment from Seattle Public Utilities while evaluating and identifying Shoreline's opportunities for long-term water service provision alternatives
4. Develop and implement a plan to merge the Ronald Wastewater District into City operations as outlined in the 2002 Interlocal Operating Agreement
5. Work with the City of Seattle, King County, the Washington State Department of Transportation, federal agencies and the community on a plan that will improve safety, efficiency and modes of transportation for all users of 145th Street
6. Implement the Urban Forest Strategic Plan
7. Review and update the sustainability recommendations in the City's Adopted Environmental Sustainability Strategy
8. Implement a comprehensive asset management system for the City's roads, streets, facilities, trees and park systems
9. Redevelop City capital facilities (North Maintenance Facility and Shoreline Police Station at City Hall) to better meet community needs
10. Coordinate City services to plan and prepare for housing development in the community, including management of parking and traffic impacts and engagement of communities living in diverse housing types

PROGRESS INDICATORS:	2011	2012	2013	2014
a. Number of redevelopment projects improving the treatment of surface water	6	0	1	3
b. Number of linear feet of non-motorized facilities constructed	16,000	7,384	11,362	1,198
c. Number of trees planted in the public right-of-way and on City property (net)	470	145	362	-61
d. Percent of community garden plots reserved	N/A	100%	100%	100%

e. Water quality average index score[1] for: · Boeing Creek Basin (Boeing Creek) · McAleer Creek Basin (McAleer & Cedarbrook Creeks) · Thornton Creek Basin (Thornton Creek) · Puget Sound Basin (Storm Creek)	60 (Mod Concern) 50 (Mod Concern) 31 (High Concern) 24 (High Concern)	60 (Mod Concern) 60 (Mod Concern) 19 (High Concern) 24 (High Concern)	68 (Mod Concern) 70 (Mod Concern) 30 (High Concern) 41 (Mod Concern)	68 (Mod Concern) 70 (Mod Concern) 30 (High Concern) 41 (Mod Concern)
f. Grant funds received for utility, transportation, and environmental infrastructure improvements	$14,109,975	$5,069,407	$369,137	$7,404,884
g. Percent of all work orders in Cityworks Asset Management System that are proactive versus reactive in nature	N/A	N/A	80%	86%

[1]In 2013, the index used was changed to reflect small Puget Sound Streams more accurately. The resulting higher index scores shown here are artifacts of the index change; not an indication of improvement. The index scores have not changed over the past four years.

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 the 145th Street Light Rail Station Subarea Plan, land use and zoning maps and Planned Action
2. Review Sound Transit's Final Environmental Impact Statement to verify Shoreline's identified mitigation from the Draft Environmental Impact Statement has been adequately addressed
3. Negotiate mitigation measures with Sound Transit and pursue other means to obtain any necessary mitigation that may not be reflected in Sound Transit's Final Environmental Impact Statement, including a bridge over Interstate-5 north of 145th Street connecting to the 145th Light Rail Station and safe bicycle and pedestrian infrastructure over Interstate-5 at 185th Street connecting to the 185th Light Rail Station
4. Develop a Transit Service Integration Plan to deliver people to both future light rail stations, as an alternative to single occupancy vehicles, including safe bicycle and pedestrian access for all ages and abilities
5. Work with Sound Transit to design and evaluate the light rail stations
6. Implement adopted light rail station subarea plans, including programs and policies to address parking, park mitigation, and affordable housing

PROGRESS INDICATORS:	2011	2012	2013	2014
a. Number and location of Shoreline light rail stations identified in the EIS process	N/A	3 - 145th, 155th & 185th	2 – 145th & 185th	2 – 145th & 185th
b. Number of City and Sound Transit opportunities provided for public input in the light rail planning process	4	21	37	60+

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 light rail station planning, safe community initiatives, the proposed Point Wells Development and other City projects
2. Continue to support neighborhood associations and volunteer initiatives and to host community forums and workshops
3. Continue to provide documents online, improve public accessibility and enhance the City's website and its usability
4. Continue to use and promote technology to improve interactions with residents

PROGRESS INDICATORS:	2011	2012	2013	2014
a. Percent of residents who believe the City is moving in the right direction[2]	71%	72%	72%	65%
b. Percent of residents somewhat/very satisfied with the City's efforts to keep residents informed	67%	67%	67%	66%
c. Number of citizen volunteer hours	19,530	16,758	12,653	12,794
d. Number of documents available on the City's website	9,576	12,512	13,317	13,707
e. Number of annual website visits; number of Facebook "likes"; number of Twitter followers	77,400/ 545/NA	111,000/ 700/NA	151,306/ 860/187	320,735/ 1,052/512
f. Number of service requests responded to through the City's See Click Fix app	3	179	258	170
g. Number of Community Meetings with Police/Crime Prevention	2	9	27	52
h. Number of Alert Shoreline subscribers	N/A	N/A	1,580	1,892
i. Number of public record requests (excludes routine requests)	161	174	179	217

[2]Indicator taken from biennial citizen survey – most recent survey occurred in 2014

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

Maintaining a safe community is the City's highest priority. The 2014 Citizen Survey reflected that 92% of respondents felt safe in their neighborhood during the day and 80% had an overall feeling of safety in Shoreline. These results are reflective of statistics from medium-sized cities across the United States, and it was a slight increase from previous citizen surveys conducted by the City. The City is continuing a concentrated workplan to enhance our public safety communication and crime prevention efforts to ensure that our residents and businesses continue to find Shoreline a safe place to live, work, and play.

ACTION STEPS:

1. Work towards data driven policing and addressing crime trends by focusing efforts on high crime areas and quality of life concerns; work with the City's cross-department safe community team to address problems and implement solutions
2. Continue coordination of the Emergency Management Council to implement emergency management best practices

3. Continue the partnership between the Parks Department and Police, focusing on park and trail safety through Crime Prevention Through Environmental Design (CPTED), Problem Solving Projects (PSPS) and police emphasis to improve safety and the feeling of safety
4. Continue partnerships and development of best practices with Shoreline schools, the Fire Department and the community to implement school safety programs, such as Active Shooter and Patrol (ASAP) training
5. Coordinate policing efforts with the Public Works Department to focus on high speed locations (traffic map), school zones, neighborhoods and traffic complaints and the implementation of Neighborhood Traffic Action Plans
6. Work with the community to establish engagement and a partnership regarding crime prevention and quality of life concerns; coordinate efforts between the Community Outreach Problem Solving (COPS) officer and the City's Council of Neighborhoods to work together with neighborhoods and businesses on crime prevention procedures and education
7. Explore funding opportunities to bring awareness and to develop a systematic policing approach to deal with mental illness in the community

PROGRESS INDICATORS:	**2011**	**2012**	**2013**	**2014**
a. Percent of residents who have an overall feeling of safety in Shoreline[2]	83%	78%	78%	80%
b. Percent of residents who feel safe in City parks and trails[2]	58%	56%	56%	58%
c. Number of Shoreline schools provided with training on school lockdown procedures	N/A	N/A	16	16
d. Number of parks or parks facilities with completed CPTED reviews or implemented directed safety emphasis	N/A	N/A	1	4
e. Number of neighborhood traffic safety improvement efforts completed	6	2	1	4

[2] Indicator taken from biennial citizen survey – most recent survey occurred in 2014

CITY OF SHORELINE

EXECUTIVE SUMMARY

This page has been intentionally left blank.

10 YEAR FINANCIAL SUSTAINABILITY PLAN UPDATE

Background

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

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

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

The subcommittee also established a public process to gather information and seek input on the draft 10 YFSP. This process included an article in the May 2014 *Currents* newsletter, a presentation at the May 7th Council of Neighborhoods meeting, and an open house on May 14th.

A webpage (also seeking public input) was created on the City's website. All of the presentations, staff reports, memos, etc., regarding the project are readily available on this webpage. The webpage can be accessed at the following link: http://cityofshoreline.com/government/departments/administrative-services/ten-year-financial-sustainability-project.

Ultimately, the 10 YFSP was accepted by the City Council on June 16, 2014. The 10 YFSP and 10 YFSM are now incorporated as part of the City's annual budget process. The 10 YFSM has since been utilized in presenting the long-term financial projections for the preliminary 2015 budget on September 22, 2014, 2015 proposed budget in October 2014, amendments to the 2015 budget in April 2015, and preliminary 2016 budget on September 21, 2015. The model is having the effect on budget planning that was desired by the Council as ASD is monitoring the progress in relation to the 10 YFSM.

Any major budget decision impacting the City's Operating Budget can be modeled in the 10 YFSM, showing the financial impact on the proposed budget and ten forecast years, including the proposed budget. It is important to note that these models adjust budgeted revenues and expenditures to reflect the fact that, historically, the City tends to collect revenues at 101% of the budgeted amounts, and tends to expend money at 98% of the budgeted amounts. This trend is expected to continue into the future.

10 Year Financial Sustainability Plan 2016 Update

As noted above, the preliminary 2016 Operating Budget and ten year forecast was exhibited by showing the 10 YFSM during a Council presentation on September 21, 2015 with the updated results of the revenue and expenditure strategies that comprise the 10 YFSP. Based on audited 2014 results, 2015 estimates, and 2016 projections, the 10 YFSM shows potential gap is likely to still occur in 2019. At that time, the forecast indicates that growth in expenditures may begin to outpace the growth in revenues.

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

- Adding 7,154 square feet of new retail space in 2015 and increased multi-family unit (MFU) count by 97 in 2014 and 132 in 2015. Additionally, we saw the remodel of 26,878 SF of retail space in 2014 and 2,802 SF in 2015;
- Researching ways to increase investment returns by 100 basis points;
- The Parks, Recreation and Cultural Services Department conducted a study to evaluate cost recovery percentages for an appropriate combination of fee based programs with targeted implementation beginning with the 2016 budget; and,
- The Planning and Community Development Department will also be conducting a study to evaluate cost recovery for development permits.

Implementing several of the strategies adopted in the 10 YFSP can push the projected gap out to 2024.

The 2016 proposed budget includes funding for a project to be lead by ASD that will engage the business community in a discussion regarding the possible future implementation of a Business and Occupation (B&O) Tax. As Council is aware, the City's property tax levy lid lift expires at the end of 2016, and therefore the levy increase limitation returns to a 1% cap in 2017 (plus new construction). Staff is interested in engaging Shoreline residents in a discussion regarding the possibility of renewing the property tax levy lid lift in 2016 with funding included for professional services to conduct a community polling effort and communications development. The 2016 proposed budget also includes election costs related to placing a potential property tax levy lid lift renewal proposition on the ballot in 2016. Successful implementation of these strategies can push the projected gap out to 2021.

10 YEAR FINANCIAL SUSTAINABILITY PLAN

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

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

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

A. FINANCIAL SUSTAINABILITY

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

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

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

B. COMMUNICATIONS

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

C. POTENTIAL SURPLUSES AND UNANTICIPATED SAVINGS

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

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

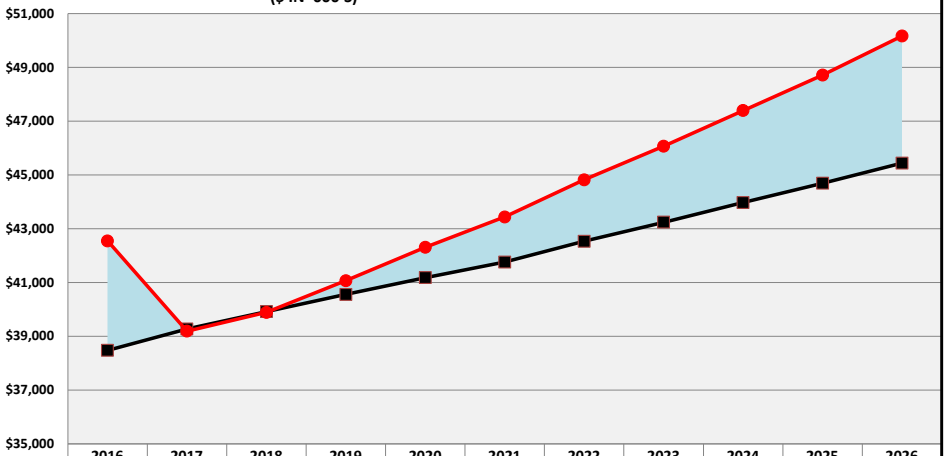
10 YEAR FINANCIAL SUSTAINABILITY MODEL
OPERATING BUDGET
TEN YEAR FORECAST

10 YFSM	2016 Proposed	2017 Forecast	2018 Forecast	2019 Forecast	2020 Forecast	2021 Forecast
10 YFSM:						
Beginning Operating Funds Fund Balance	**$10,534,522**	**$6,465,204**	**$6,542,612**	**$6,573,338**	**$6,062,050**	**$4,936,625**
Total 10YFSP Revenues & Transfers In (101%)	**38,476,499**	**39,269,717**	**39,917,562**	**40,553,205**	**41,181,662**	**41,756,168**
Total 10YFSP Operating Expenditures & Transfers Out (98%)	**42,545,817**	**39,192,309**	**39,886,836**	**41,064,494**	**42,307,087**	**43,436,155**
Gain / (Use) of Operating Funds Fund Balance	**(4,069,318)**	**77,408**	**30,726**	**(511,288)**	**(1,125,425)**	**(1,679,986)**
10YFSP Ending Operating Funds Fund Balance	**$6,465,204**	**$6,542,612**	**$6,573,338**	**$6,062,050**	**$4,936,625**	**$3,256,638**
Required Operating Funds Fund Balance	**$4,172,728**	**$4,200,747**	**$4,212,488**	**$4,219,486**	**$4,226,425**	**$4,233,387**
Over (Under) Required Operating Funds Fund Balance	**$2,292,476**	**$2,341,865**	**$2,360,850**	**$1,842,564**	**$710,200**	**($976,749)**

Assumptions:						
Inflation		2.41%	2.44%	2.38%	2.36%	2.26%
Annual Revenue Growth		2.39%	1.69%	1.63%	1.58%	1.42%
Annual Regular Levy Assessed Value Change		3.72%	3.87%	3.74%	4.34%	4.16%
Annual Sales & Use Tax Change		3.47%	3.20%	3.24%	3.33%	3.08%
General Fees & Licenses Increases		1.93%	1.95%	1.90%	1.89%	1.81%
Investment Interest Rate		2.20%	2.95%	3.10%	3.10%	3.10%
Building Permit Charge		3.71%	-3.59%	-1.97%	-1.10%	-2.32%
Revenue Collection (Baseline)	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
Revenue Collection (10YFSP)	100.00%	101.00%	101.00%	101.00%	101.00%	101.00%
PERS Employer Contribution Rate		12.92%	12.92%	12.92%	12.92%	12.92%
Health Benefit Escalator		6.50%	6.50%	6.50%	6.50%	6.50%
Regular Salary Escalator		3.17%	3.19%	3.14%	3.12%	2.84%
Police Contract Escalator		3.50%	3.50%	3.50%	3.50%	3.50%
Expenditure Percentage (Baseline)	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
Expenditure Percentage (10YFSP)	100.00%	98.00%	98.00%	98.00%	98.00%	98.00%
Annual Expenditure Growth		-0.92%	3.09%	2.91%	3.10%	2.86%
Contribution to / (Refund From) Revenue Stabilization Fund		$0	$0	$77,803	$112,499	$93,039
New Maintenance Costs for Completed Capital Projects	$0	$85,370	$139,654	$129,984	$130,029	$130,242
Property Tax Equalization Funds Used	$481,584	$0	$0	$0	$0	$0

CHART 1

10 YFSM OPERATING BUDGET TEN YEAR FORECAST
($ IN '000'S)



	2016 Proposed	2017 Forecast	2018 Forecast	2019 Forecast	2020 Forecast	2021 Forecast	2022 Forecast	2023 Forecast	2024 Forecast	2025 Forecast	2026 Forecast
ANNUAL SURP/(GAP)	(4,069)	77	31	(511)	(614)	(555)	(606)	(543)	(593)	(603)	(708)
CUMULATIVE (GAP)	(4,069)	-	-	(511)	(1,125)	(1,680)	(2,286)	(2,829)	(3,422)	(4,026)	(4,734)
VARIANCE BASE	42,546	39,192	39,887	41,064	42,307	43,436	44,817	46,072	47,397	48,716	50,171
10YFSP REVENUES & TRANSFERS IN (101%)	38,476	39,270	39,918	40,553	41,182	41,756	42,531	43,242	43,975	44,690	45,437
10YFSP EXPENDITURES & TRANSFERS OUT (98%)	42,546	39,192	39,887	41,064	42,307	43,436	44,817	46,072	47,397	48,716	50,171

10 YEAR FINANCIAL SUSTAINABILITY MODEL
OPERATING BUDGET
TEN YEAR FORECAST

	2022 Forecast	2023 Forecast	2024 Forecast	2025 Forecast	2026 Forecast
10YFSP Model					
10 YFSM:					
Beginning Operating Funds Fund Balance	**$3,256,638**	**$970,370**	**($1,859,004)**	**($5,281,372)**	**($9,307,169)**
Total 10YFSP Revenues & Transfers In (101%)	**42,530,540**	**43,242,380**	**43,974,507**	**44,690,211**	**45,437,490**
Total 10YFSP Operating Expenditures & Transfers Out (98%)	**44,816,809**	**46,071,754**	**47,396,874**	**48,716,008**	**50,171,206**
Gain / (Use) of Operating Funds Fund Balance	**(2,286,268)**	**(2,829,374)**	**(3,422,367)**	**(4,025,797)**	**(4,733,716)**
10YFSP Ending Operating Funds Fund Balance	**$970,370**	**($1,859,004)**	**($5,281,372)**	**($9,307,169)**	**($14,040,885)**
Required Operating Funds Fund Balance	**$4,239,444**	**$4,247,536**	**$4,256,553**	**$4,266,104**	**$4,275,459**
Over (Under) Required Operating Funds Fund Balance	**($3,269,074)**	**($6,106,541)**	**($9,537,925)**	**($13,573,273)**	**($18,316,344)**
Assumptions:					
Inflation	2.28%	2.18%	2.18%	2.19%	2.20%
Annual Revenue Growth	1.65%	1.71%	1.73%	1.66%	1.71%
Annual Regular Levy Assessed Value Change	4.01%	3.80%	3.80%	3.79%	3.75%
Annual Sales & Use Tax Change	3.18%	3.26%	3.28%	3.31%	3.34%
General Fees & Licenses Increases	1.82%	1.74%	1.75%	1.75%	1.76%
Investment Interest Rate	3.10%	3.10%	3.10%	3.10%	2.50%
Building Permit Charge	-3.86%	-4.17%	-3.70%	-4.31%	-4.24%
Revenue Collection (Baseline)	100.00%	100.00%	100.00%	100.00%	100.00%
Revenue Collection (10YFSP)	101.00%	101.00%	101.00%	101.00%	101.00%
PERS Employer Contribution Rate	12.92%	12.92%	12.92%	12.92%	12.92%
Health Benefit Escalator	6.50%	6.50%	6.50%	6.50%	6.50%
Regular Salary Escalator	2.85%	2.76%	2.77%	2.77%	2.78%
Police Contract Escalator	3.50%	3.50%	3.50%	3.50%	3.50%
Expenditure Percentage (Baseline)	100.00%	100.00%	100.00%	100.00%	100.00%
Expenditure Percentage (10YFSP)	98.00%	98.00%	98.00%	98.00%	98.00%
Annual Expenditure Growth	3.04%	2.91%	3.00%	2.94%	3.10%
Contribution to / (Refund From) Revenue Stabilization Fund	$108,696	$122,776	$126,905	$119,859	$127,921
New Maintenance Costs for Completed Capital Projects	$162,749	$195,257	$227,764	$260,271	$292,778
Property Tax Equalization Funds Used	$0	$0	$0	$0	$0

2016 BUDGET HIGHLIGHTS

Budget Highlights

The City's 2016 budget is balanced in all funds and totals $77.916 million. The 2016 budget is $1.2 million, or 1.6%, less than the 2015 current budget (2015 Adopted Budget plus all budget amendments, such as re-appropriations, that have been adopted by the City Council through September 2015). This decrease can be linked to the following changes from 2015 to 2016: a $6.4 million decrease in the City's capital budget and $5.2 million increase to the City's operating budget. The main reasons for the difference in the capital budget are a $10.9 million decrease in Roads Capital Fund projects, a $3.8 million increase in General Capital Fund projects, and a $0.4 million increase in City Facilities -Major Maintenance Fund projects. A significant reason for the difference in the operating budget is the one-time transfer of General Fund fund balance to the capital funds to support capital projects.

Table 1 summarizes the 2016 budget by fund and provides a comparison to the 2015 current budget by fund.

TABLE 1

	2016 Proposed Budget				2015 Current	
Fund	Beginning Fund Balance	Revenue	Expenditures	Ending Fund Balance	Budget Expenditures	2015-2016 % Change
Operating Funds:						
General Fund	9,645,545	$ 37,034,031	$ 41,878,507	$ 4,801,069	$ 38,152,434	9.77%
Revenue Stabilization Fund	5,150,777	0	0	5,150,777	0	n/a
Property Tax Equalization Fund	1,189,995	0	481,584	708,411	0	n/a
Street Fund	888,977	1,442,468	1,632,944	698,501	1,569,007	4.07%
Code Abatement	172,052	80,550	100,000	152,602	100,000	0.00%
State Drug Enforcement Forfeiture Fund	202,402	18,243	168,243	52,402	13,800	1119.15%
Federal Drug Enforcement Forfeiture Fund	234,874	28,200	263,000	74	65,750	300.00%
Federal Criminal Forfeiture Fund	177,601	978,500	1,156,101	0	534,358	116.35%
Sub-Total Operating Funds	17,662,223	39,581,992	45,680,379	11,563,836	40,435,349	12.97%
Debt Service Funds:						
2006 General Obligation Bond	17,965	1,700,000	1,710,375	7,590	1,712,175	-0.11%
2009 General Obligation Bond	1,798	1,663,417	1,663,417	1,798	1,663,217	0.01%
2013 General Obligation Bond	0	260,948	260,948	0	260,823	0.05%
Sub-Total Debt Service Funds	19,763	3,624,365	3,634,740	9,388	3,636,215	-0.04%
Capital Funds:						
General Capital	2,515,749	6,451,948	7,305,402	1,662,295	3,492,919	109.15%
City Facility-Major Maintenance Fund	35,944	724,481	758,500	1,925	348,525	117.63%
Roads Capital	2,993,168	11,323,028	12,758,137	1,558,059	23,749,289	-46.28%
Traffic Impact Fees Fund	200,000	200,000	359,775	40,225	0	n/a
Sub-Total Capital Funds	5,744,861	18,699,457	21,181,814	3,262,504	27,590,733	-23.23%
Enterprise Funds:						
Surface Water Utility Fund	1,510,129	6,724,986	6,835,663	1,399,452	6,180,934	10.59%
Sub-Total Enterprise Funds	1,510,129	6,724,986	6,835,663	1,399,452	6,180,934	10.59%
Internal Service Funds:						
Equipment Replacement	1,988,194	504,850	210,138	2,282,906	954,714	-77.99%
Public Art Fund	199,616	6,500	84,216	121,900	54,408	54.79%
Unemployment	68,800	0	17,500	51,300	17,500	0.00%
Vehicle Operations & Maintenance	129,022	256,216	271,216	114,022	278,950	-2.77%
Sub-Total Internal Service Funds	2,385,632	767,566	583,070	2,570,128	1,305,572	-55.34%
Total City Budget	**$ 27,322,608**	**$ 69,398,366**	**$ 77,915,666**	**$ 18,805,308**	**$ 79,148,803**	**-1.56%**

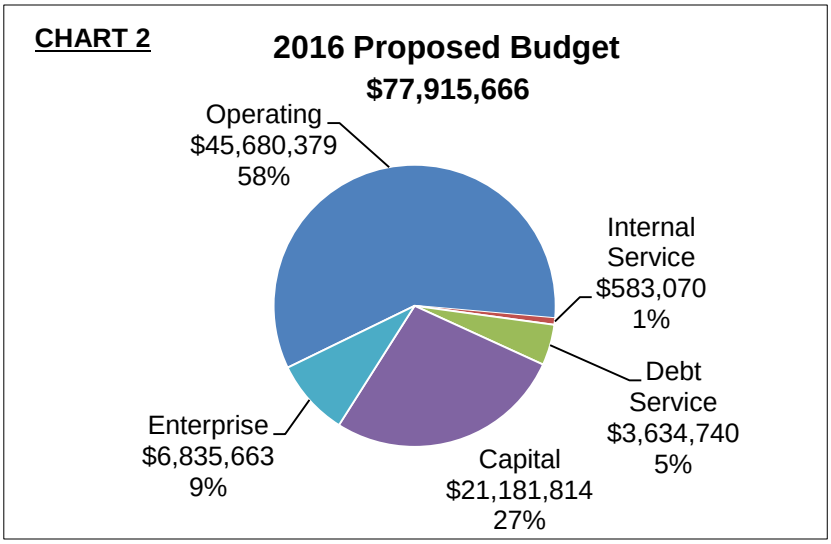
TABLE 2

DEPARTMENT/FUND OVERVIEW

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

	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	$231,968	$2,203,890	$647,321	$6,816,103	$440,051	$11,310,049	$3,190,826	$5,520,628	$2,838,528	$2,738,358	$1,614,722	$4,326,063	$41,878,507
Revenue Stabilization Fund													$0
Property Tax Equalization Fund												481,584	$481,584
Street Fund										1,343,270		289,674	$1,632,944
Code Abatement Fund									100,000				$100,000
State Drug Forfeiture Fund						18,243						150,000	$168,243
Federal Drug Forfeiture Fund						13,000						250,000	$263,000
Federal Criminal Forfeiture Fund												1,156,101	$1,156,101
Total Operating Budget	$231,968	$2,203,890	$647,321	$6,816,103	$440,051	$11,341,292	$3,190,826	$5,520,628	$2,938,528	$4,081,628	$1,614,722	$6,653,422	$45,680,379
Debt Service													
2006 General Obligation Bond Fund				$1,710,375									$1,710,375
2009 General Obligation Bond Fund				1,663,417									$1,663,417
2013 General Obligation Bond Fund				260,948									$260,948
Total Debt Service				$3,634,740									$3,634,740
Capital Budget													
General Capital Fund										$6,616,879		$688,523	$7,305,402
Facility Major Maint. Fund				758,500									$758,500
Roads Capital Fund										12,693,370		64,767	$12,758,137
Transportation Impact Fees Fund												359,775	$359,775
Total Capital Budget				$758,500						$19,310,249		$1,113,065	$21,181,814
Enterprise Funds													
Surface Water Utility Fund										$6,193,320		$642,343	$6,835,663
Total Enterprise Funds										$6,193,320		$642,343	$6,835,663
Internal Service Funds													
Equipment Replace. Fund				210,138									$210,138
Public Arts Fund								$84,216					$84,216
Unemployment Fund				17,500									$17,500
Vehicle Maint. & Ops. Fund				271,216									$271,216
Total Internal Service Budget				$498,854				$84,216					$583,070
Total City Budget	$231,968	$2,203,890	$647,321	$11,708,197	$440,051	$11,341,292	$3,190,826	$5,604,844	$2,938,528	$29,585,197	$1,614,722	$8,408,830	$77,915,666

The budget can be divided into five types of funds: Operating, Internal Service, Debt Service, Enterprise and Capital as shown in Chart 2. The City's operating budget totaling nearly $45.7 million 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 operating budget also includes some special revenue funds that must be used for designated purposes such as police services. The debt service budget is the annual repayment of the 2006 voter approved park bonds, the 2009 councilmanic bonds issued to pay for a portion of City Hall, and the 2013 councilmanic bonds issued for a maintenance facility. The enterprise 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.

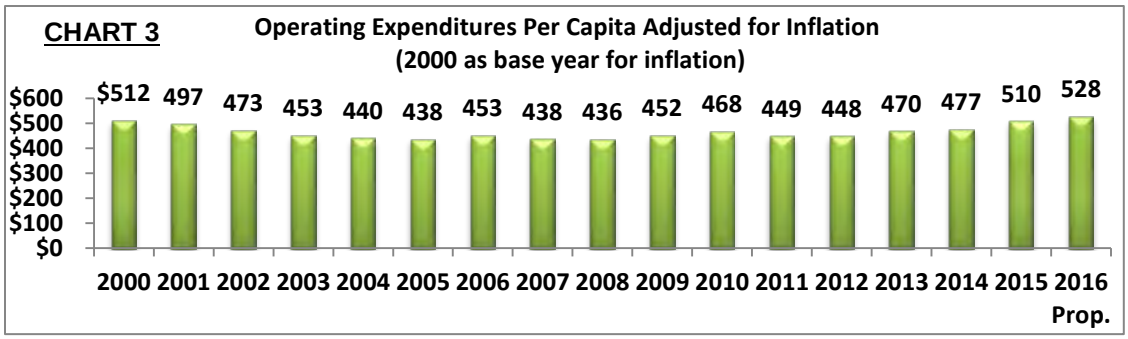


For discussion purposes within the Operating Budget, we will focus on the 2016 proposed budgets for the General Fund and the Street Fund which total $43.5 million; and are $3.8 million, or 9.6%, more than the 2015 current budget. The 2016 operating budget includes the following one-time transfers to the:

- General Capital Fund: $1,000,000 for the Police Station at City Hall project.
- City Facilities / Major Maintenance Fund: $600,000 for the Shoreline Pool Long-Term Maintenance project.
- Roads Capital Fund: $250,000 for the Westminster and 15th Improvements project; $200,000 for grant match; and, $600,000 for the 185th Corridor Study project.

Excluding these transfers, results in a 2016 operating budget of $40.9 million, which is $1.2 million more than the 2015 current budget. Table 1 reflects a $3.7 million, or 9.8%, increase in the General Fund budget for 2016.

Chart 3 shows the cost of providing City services on a per capita basis, adjusted for inflation, since 2000. In 2016 the projected cost per capita is $528, which is approximately $16 (3.1%) higher than in 2000.



The 2016 General Fund ending fund balance (reserves) is projected to be $4.801 million, with $965,634 budgeted as an operational contingency and insurance reserve. This complies with the City's adopted reserve policy, which requires, for 2016, that the General Fund maintain a reserve level of $3.966 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 2016 fund balance of $5.151 million. The projected ending 2016 balance equates to approximately 33.0% of budgeted 2016 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 2016 Surface Water Utility budget is projected to increase by nearly $655,000, or 10.6%.

The City's 2016 capital budget, exclusive of projects budgeted within the Surface Water Utility Fund and transfers out from the Traffic Impact Fees Fund, will decrease by $6.8 million, or 24.5%, from 2015 to 2016. The main reasons for this are linked to a $10.9 million decrease in Roads Capital Fund projects, a $3.8 million increase in General Capital Fund projects, and a $0.4 million increase in City Facilities / Major Maintenance Fund projects. The capital budget reflects the 2016 projects that are proposed in the 2016-2021 Capital Improvement Plan included in this book.

2016 Budget Highlights include the following:

- **Regular Property Tax Levy**: The King County Assessor's Office has not yet released preliminary assessed valuation (AV) for the City, but staff is estimating an increase of 8.6% based on available information. This increase will allow the City to take advantage of the provision in Proposition 1 to increase the property tax levy by the change in the CPI-U index which equals 1.61%. With the inclusion of new construction AV estimated at $51.0 million, the resulting estimated 2016 property tax levy would be $10,860,481 while the projected levy rate would decline from the current $1.43037 to an estimated $1.34785 per $1,000 of assessed valuation. The preliminary estimate for City property taxes that will be collected in 2016 totals $10,860,481, assumes a 100% collection rate, and is $289,822, or 2.7%, greater than the projected 2015 tax collections.

- **Fee Changes:** The 2016 budget reflects proposed inflationary fee increases of 1.61% for development fees and license and public record fees.

  Surface water fees are being increased by 4.0%.

  Traffic Impact Fees, when adopted in November 2014, included an escalator using the Washington State Department of Transportation's Construction Cost Index (WSDOT CCI). The current WSDOT CCI has the fees increasing by 34.98% from $6,124.77 per trip to $8,267.18 per trip. Staff reviewed the codes of 14 jurisdictions to identify the index or mechanism used to raise traffic impact fees. In addition to the review of other jurisdictions, the Engineering-News Record CCI (ENR CCI) and WSDOT indices were reviewed more closely and most specifically the impact of using an average to help smooth out peaks and valleys. Staff recommends using the three-year average WSDOT CCI to adjust the Traffic Impact Fees, which will result in an increase of 11.1% from $6,124.77 per trip to $6,804.62 per trip.

- **Personnel Costs:** The 2016 budget reflects a 5.4% increase ($876,795), in personnel associated costs. Table 3 summarizes the changes.

TABLE 3

2016 Budget Changes

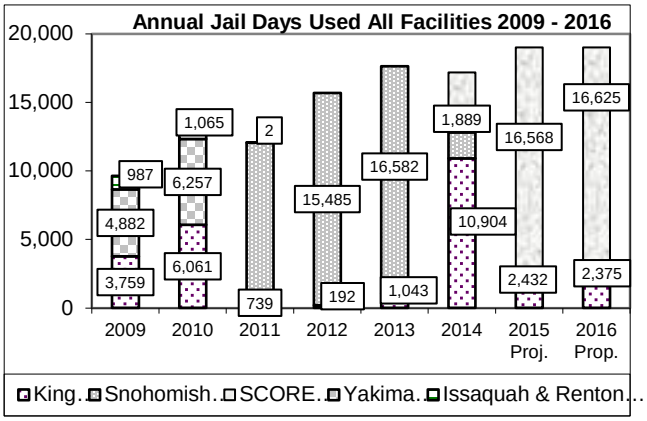
	2015 Current Budget	2014/2015 Personnel Changes	Extra-Help , OT, Standby and Callback Pay Changes	Step Increases	Market Adjust.	Increase in Retirement (PERS)	Increase in Health Premium	New Positions / Reclass / Elimination	2016 Budget	2016/2015 Change	% Change
Salaries	$ 11,803,412	$ (76,956)	$ 27,053	$ 82,933	$ 157,095	$ -	$ -	$ 308,101	$ 12,301,638	$ 498,226	4.2%
Benefits	4,338,883	(10,786)	-	15,616	27,919	106,891	119,497	119,434	4,717,452	378,569	8.7%
Total	**$ 16,142,295**	**$ (87,742)**	**$ 27,053**	**$ 98,549**	**$ 185,014**	**$ 106,891**	**$ 119,497**	**$ 427,535**	**$ 17,019,090**	**$ 876,795**	**5.4%**

- The major changes in personnel costs include a combination of the following:
  - The salaries budget is increasing by $498,226, or 4.2%, in 2016. The salaries budget includes both regular (benefited) and extra-help (non-benefited) personnel.
  - Regular salaries: The budget for regular salaries will total $11.386 million in 2016. This is an increase of $471,173, or 4.1%, when compared to the 2015 budget. The changes are related to the following:
    - Salary costs decreased by $76,956 as a result of personnel changes made during 2014 and early 2015.
    - Approximately 32.7% of regular employees are eligible to receive a step increase in 2016, and $82,933 of the projected increase is linked to anticipated step increases. In calculating a recommended COLA for 2016 staff compared the change in CPI-U from June 2014 to June 2015 (1.61%). The City's policy has been to budget for a COLA of 90% of the change in inflation, resulting in a 2016 recommended COLA adjustment of 1.45%. The budget impact is $157,095.
    - Salary costs increased by $308,101 due to requested new positions and reclassifications.
  - Extra-Help salaries: The extra-help salary budget is increasing by $44,306, or 5.6%, and totals $797,589 for 2016.
  - The total cost for employee benefits is projected at nearly $4.7 million for 2016. This is a $378,569 (8.7%) increase compared to the 2015 budget. The changes are related to the following:
    - Benefit costs decreased by $10,786 as a result of personnel changes made during 2014 and early 2015.
    - Benefit costs also increased by $43,535 as result of the annual cost of living adjustment and projected step increases. These benefit changes primarily affect social security, Medicare, and retirement contributions.
    - The cost of health benefit premiums will increase by $119,497.
    - Retirment contribution costs increased by $106,891 as a result of the annual cost of living adjustment and projected step increases. The state controlled employer rate for PERS contributions will remain at the current rate of 11.18%.
    - Benefits increased by $119,434 due to requested new positions and reclassifications.

- **Police Contract:** The proposed 2016 contract with King County Sheriff's Office (KCSO) for police services totals $11.4 million, which is an increase of 4.2% as compared to the 2015 contract. The cost of dedicated personnel will increase 2.9% largely due to the 2.0% COLA for captains, sergeants, and officers, 2.25% COLA for the Police Chief and civilian staff, as well as a 3.5% increase in benefit costs and 2.4% increase in overtime costs. The cost of shared police services (e.g., 911 Call Center, Hostage Negotiation Team, SWAT) will increase 7.6%. Most of this increase is due to a 13.2% increase in Shoreline's dispatched

calls for service from 2013 to 2014, which is 23.2% of the overall increase for all agencies. King County overhead will increase 10.3%. Prior to 2015 KCSO did not pass along any training costs to its contract partners for normal attrition. In 2015, KCSO began sharing the cost of three officer adds, with the intent of increasing the shared amount each year until the appropriate number (yet to be determined) has been reached. In 2016, the chargeable pool size was increased from three to nine officers. Cities are also sharing in the cost of adding six positions to implement the National Incident-Based Reporting System. Another item that increased in 2015 is legal costs. In 2016 the amount of shared legal costs has been increased to more closely approximate the KCSO's actual legal expenses incurred.

The contract with KCSO provides that the City will be given an estimate of the 2016 costs by September 2015, and then reconcile this cost with the budget adopted by the County in March of 2016. Whichever cost is less is the amount that the City will actually pay via contract charges in 2016. As a result of this process, it is not unusual that the City's budget may be different from the actual annual contract with KCSO.



- **Jail**: Projected jail costs for 2016 are $2.2 million. Projections for the 2016 budget are based on activity trends over the last twelve months, the number of guaranteed beds at the South Correctional Entity (SCORE), and an inflation rate factor outlined in the interlocal agreement with King County. Staff is currently exploring housing sentenced inmates at Yakima County Jail while continuing the current contract with SCORE as the City's primary booking facility. While the use of jail services from SCORE will be maximized, the overall projected cost, including housing, medical, booking, etc. will result in a 37.5% ($600,000) increase from the 2015 budget.

- **Budgeted Contingency Expenditures:** The 2016 operating budget includes the required Operating Contingency and Insurance Reserve. Per the City's financial policies, these contingencies total $965,634 and are funded by allocating a portion of the existing fund balance in the General Fund. The 2016 budget also includes an additional contingency of $257,362 for unanticipated needs.

- **City Hall Debt Service Costs**: The 2016 budget includes $1.663 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 $1.277 million comes from two sources. The first from the General Fund, based on monies previously budgeted for lease payments for City Hall and Annex ($612,501) and Real Estate Excise Tax (REET) collected in the General Capital Fund ($664,546). The City Council authorized staff to use up to $750,000 of REET towards the City's debt service costs for City Hall. The 2016 budget does not include any anticipated lease revenue from the vacant space in City Hall.

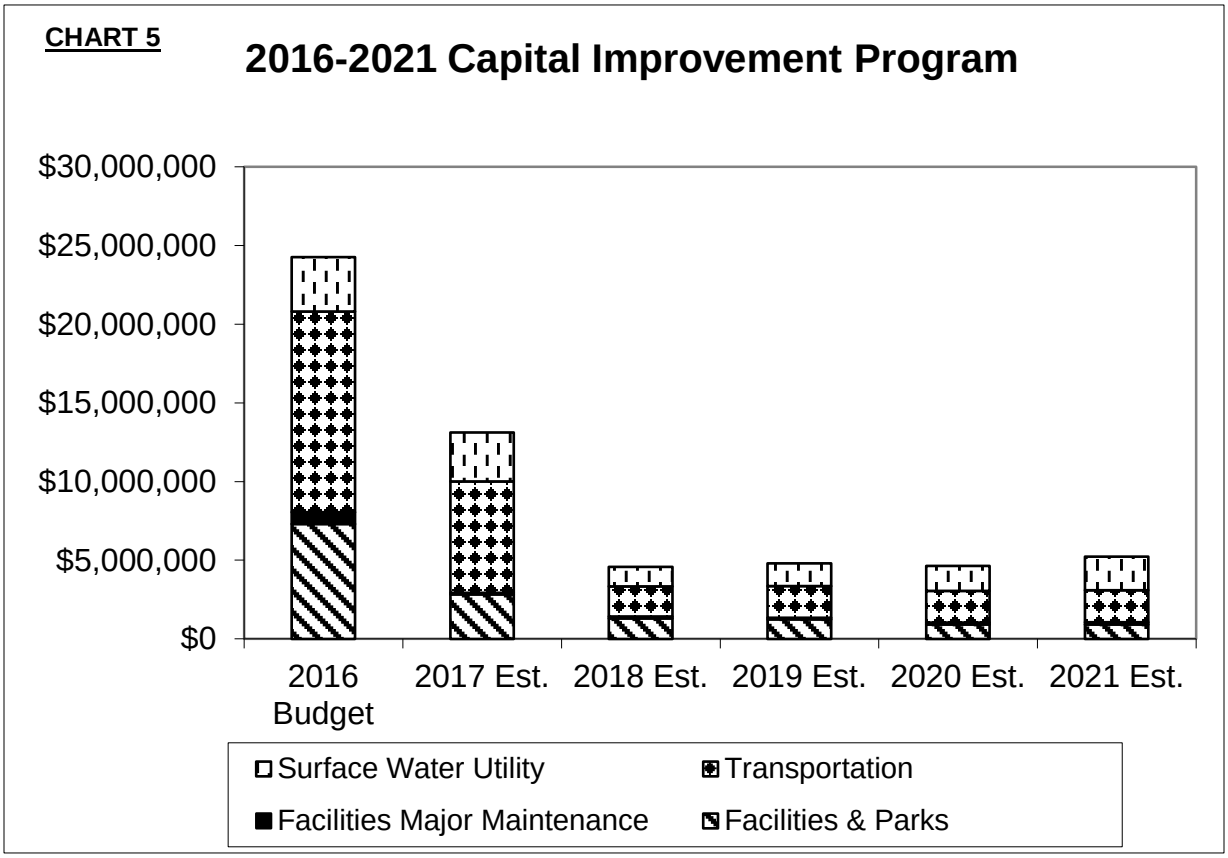
- **Support for Contracted Services**: The 2016 budget includes funding for the operation of the Kruckeberg Botanic Garden, funding for the Shoreline-Lake Forest Park Arts Council, the Shoreline Historical Museum and additional funding for the Shoreline/Lake Forest Park Senior Center, as follows:

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

- **Capital Programs**: The City's 2016 capital budget reflects the first year of the City's proposed 2016-2021 capital improvement program (CIP). The 2016-2021 Capital Improvement Program (CIP) is included with the budget and totals $56.6 million, while the 2016 capital budget, including surface water projects, totals $24.3 million.

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

  Chart 5 provides a breakdown of the allocation of capital spending for 2016 through 2021. 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 2017. This is mostly attributable to the completion of the Aurora Avenue North street improvement projects and the Police Station at City Hall project. Detailed information on the CIP may be found in the Capital Improvement Program section of this budget document.



More detailed information regarding changes within the 2016 budget can be found in the individual department sections of the budget.

Economic Outlook & Revenue Growth:

After an extended economic downturn affecting local, national, and global economies, the City is seeing a gradual upturn that started in 2013. Retail and other sales are up. Construction activity is rebounding. Economic forecasts for the Puget Sound area are positive. In addition the real estate market began to recover in 2013. This area 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				
2015-2018	2.4%	2.4%	2.6%	Employment will advance at annual rates of 2.4% throughout the Puget Sound and King County and 2.6% throughout the nation.
UNEMPLOYMENT				
2015-2016	(0.4%)	(0.4%)	(0.1%)	Unemployment will drop 0.4% to 4.2% for the Puget Sound and will drop 0.4% to 3.5% for King County.
ALL TAXABLE RETAIL SALES				
2015-2018	5.9%	6.1%	N/A	Retail sales will grow throughout the Puget Sound and King County at annual rates of 5.9% and 6.1%, respectively.
TOP RETAIL SALES CATEGORIES (2015-2018)				
Building Materials	4.7%	N/A	N/A	Throughout the Puget Sound, retail sales will grow at annual rates of 4.7% for building materials, 5.3% for motor vehicles and parts, and 3.0% for general merchandise.
Motor Vehicles	5.3%	N/A	N/A	
General Merchandise	3.0%	N/A	N/A	
HOUSING PERMITS (2015-2018)				
All Permits	1.5%	1.1%	12.1%	The number of housing permits pulled will grow throughout the Puget Sound, King County, and the nation at annual rates of 1.5%, 1.1%, and 12.1%, respectively.
Single-Family Permits	20.6%	N/A	N/A	The number of single-family housing permits pulled will rise at a 20.6% annual rate and the number of multi-family housing permits will rise at a 5.4% annual rate.
Multi-Family Permits	5.4%	N/A	N/A	

PERSONAL INCOME PER CAPITA	2014	vs. Region	vs. King County	vs. National Average	2017	vs. Region	vs. King County	vs. National Average
Puget Sound	$57,211	N/A	(14.9%)	24.2%	$64,394	N/A	(15.3%)	24.8%
King County	$67,241	17.5%	N/A	46.0%	$76,035	18.1%	N/A	47.3%
United States	$46,069	(19.5%)	(31.5%)	N/A	$51,606	(19.9%)	47.3%	N/A
In King County, per capita income will climb from $67,241 (46.0% above the national average) in 2014 to $76,035 (4.3% above) in 2017.								

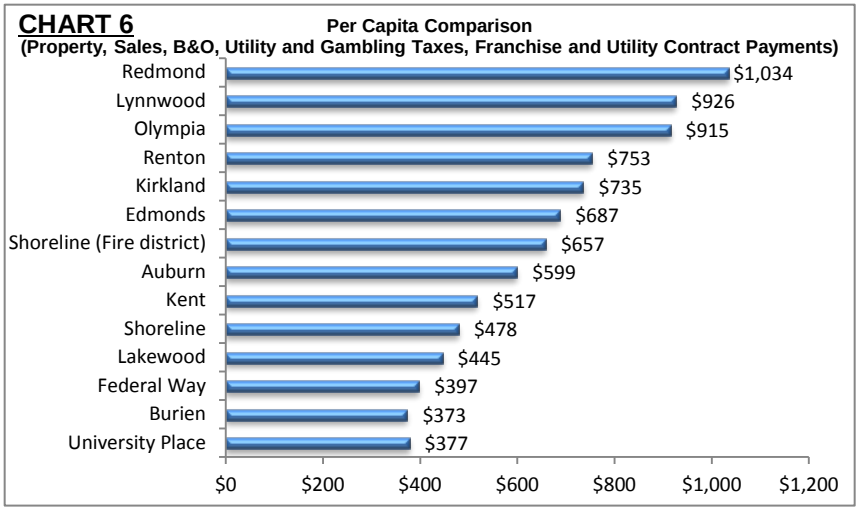
Source: The Puget Sound Economic Forecaster History and Ten-Year Forecast; September 2015

Despite these promising indicators, it is important to remember that the recovery started 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 Shoreline's recovery is not complete.

Overall revenues for the General Fund and Street Fund are budgeted at $36,729,751 for 2016. This is an increase of $964,117 (2.7%) from the 2015 budget (amount excludes budgeted use of fund balance, transfers in to the General Fund, and transfer from General Fund to Street Fund).

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 6 shows a comparison of tax per capita with comparable cities using 2014 data (the most recent year for audited financial data). Shoreline ranks 9th out of 13 comparable cities in per capita tax revenues.

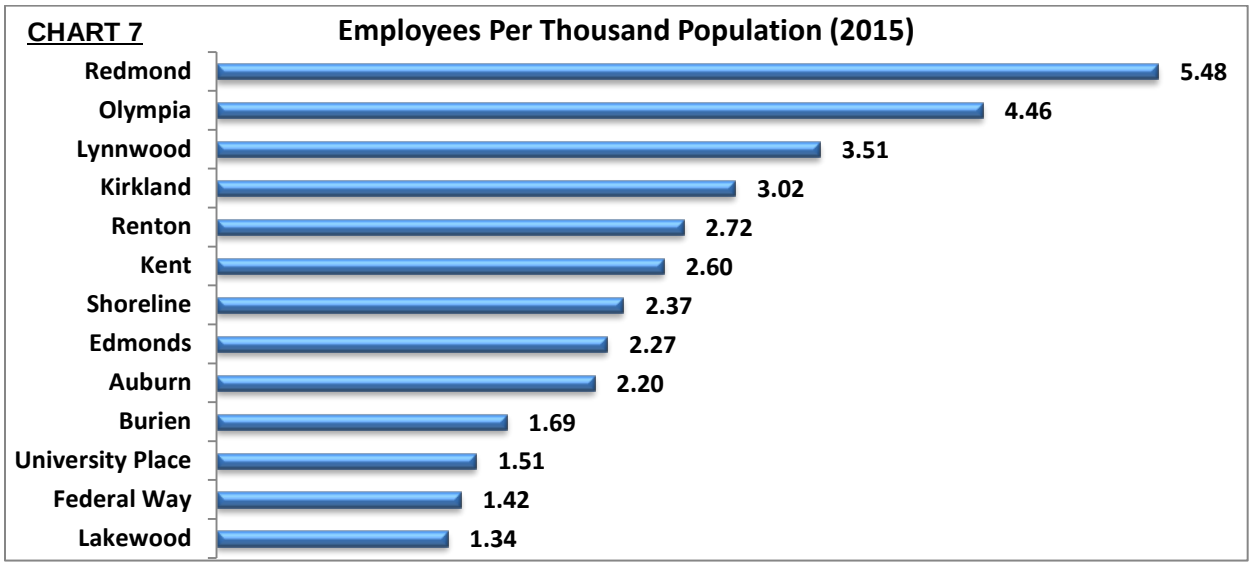


We also have relatively low sales tax revenue per capita, $138.23 in 2014, as compared to many other jurisdictions of similar population. This is especially true with those jurisdictions that have much larger retail centers within their communities. Some of these jurisdictions operate their own fire 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 $847.39, which would rank 4th out of the 13 comparable cities.

Staffing:

The 2016 budget provides funding for 141.60 regular full-time equivalent (FTE) positions, excluding City Council members and one term-limited position.

The City's 2015 ratio of employees per 1,000 population is 2.37. As Chart 7 depicts, a comparison of staffing to population shows the City of Shoreline staffing levels significantly below many comparable cities and below the average of 2.66 for all cities. These ratios have been adjusted to exclude fire, police, special programs and utility personnel from comparable cities.



City of Shoreline Regular FTE Summary by Department

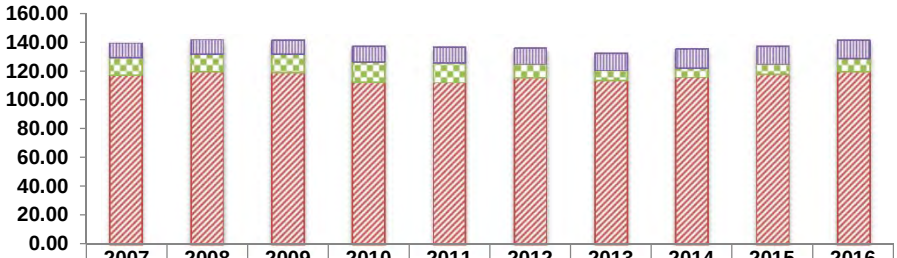
Department	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016 Prop.	2016 Changes
City Manager	10.48	9.50	9.50	9.50	8.75	8.75	13.00	13.00	13.00	13.00	0.00
City Clerk	3.80	3.80	3.80	4.00	4.00	0.00	0.00	0.00	0.00	0.00	0.00
Community Services [a]	7.80	9.68	9.68	8.68	8.68	10.18	8.68	8.68	8.68	8.68	0.00
City Attorney	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	0.00
Administrative Services [b]	18.10	18.10	18.20	18.50	18.70	21.20	21.20	21.20	21.45	21.45	0.00
Human Resources	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	0.00
Police	1.00	1.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Planning & Community Development	28.50	28.50	27.00	24.35	24.35	20.45	20.00	20.00	21.00	22.00	1.00
Parks, Recreation & Cultural Services	26.80	27.30	27.30	27.30	27.30	27.80	27.68	28.68	29.48	30.48	1.00
Public Works	37.00	38.10	39.00	39.00	39.00	41.50	36.00	38.00	38.00	40.00	2.00
Total FTE	139.48	141.98	141.48	137.33	136.78	135.88	132.56	135.56	137.60	141.60	4.00

a. Includes 0.50 FTE funded by the Emergency Management Program Grant since 2008

b. Excludes term-limited 1.00 FTE IT Projects Manager in 2016

CHART 8

City of Shoreline Regular FTE Summary by Fund Type



	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Utilities	10.15	10.02	9.57	10.71	10.86	11.12	12.00	13.70	12.67	12.74
Capital	11.85	12.10	12.95	14.00	13.65	9.39	7.11	6.24	7.11	9.09
Operating	117.48	119.86	118.96	112.62	112.27	115.37	113.45	115.62	117.82	119.77
Total	139.48	141.98	141.48	137.33	136.78	135.88	132.56	135.56	137.60	141.60

Explanation of 2016 Changes in FTE

Administrative Services

A new term-limited 1.00 FTE Information Technology Project Manager is included in the 2016 budget to manage the projects outlined in the City of Shoreline Strategic Technology Plan. While a consultant will be engaged to implement the software, this position will serve as a project manager to ensure that internal staff are appropriately engaged and to ensure that the contractor is delivering quality work that is on time and on budget. This request is for a term of 3 years in order to encompass post implementation support for the upgraded/new financial system; system integration of the financial, permit, asset management, and recreation systems; and, the completion of the technical assumption of Ronald Wastewater.

Parks, Recreation & Cultural Services

A new 1.00 FTE Administrative Assistant 1 is included in the 2016 budget to meet two critical needs: 1) Eliminate situations where Extra Help is alone in the Spartan Recreation Center and solely responsible for its operation, and 2) Keeping pace with an increasing workload.

Planning & Community Development

A new 1.00 FTE Technical Assistant in included in the 2016 budget to assist with Permit Services activities due to an anticipated increase in workload caused by the recovering economy, recent plans for redevelopment being implemented, and permitting for the Lynnwood Link Light Rail project starting in 2016 and continuing through 2018.

Public Works

A new 1.00 FTE Capital Projects Manager 2 is included in the 2016 budget to support delivery of the Transportation Planning Division's projects and services. This position will focus on managing the design and construction of the City's major transportation capital improvement projects, specifically the 145th Corridor Study in 2016.

A new 1.00 FTE Administrative Assistant 2 is included in the 2016 budget to provide general administrative support to all operational programs within Public Works in concert with the Administrative Assistant 3 currently supporting Public Works Administration. This position will be allocated 54% to operating funds and 46% to capital funds.

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. The Operating Budget represents expenses necessary to run the City government on a daily basis. Contingencies represent funding 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.

	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Proposed Budget	2016 Proposed Budget vs. 2015 Current Budget	% Change from 2015 Budget
Resources:							
Beginning Fund Balance	$ 29,973,214	$ 33,107,403	$ 34,143,888	$ 34,143,888	$ 27,303,946	$ (6,839,942)	(20.03%)
Revenues:							
Property Tax	$9,654,834	$10,255,323	$10,570,659	$10,570,659	$10,860,481	$289,822	2.74%
Sales Tax	7,336,806	$7,462,887	$7,320,000	$7,552,351	$7,747,700	427,700	5.84%
Utility Tax & Franchise Fees	6,481,910	$6,470,547	$6,500,277	$6,496,192	$6,660,237	159,960	2.46%
Gambling Tax	1,875,674	$1,643,172	$1,586,625	$1,597,325	$1,587,425	800	0.05%
Other Taxes	2,826,113	$3,215,770	$3,128,362	$3,770,161	$3,487,111	358,749	11.47%
Licenses, Fees & Charges	7,564,700	$8,104,767	$7,772,996	$8,263,975	$8,715,098	942,102	12.12%
Intergovernmental	4,730,712	$10,089,417	$7,134,887	$6,975,282	$4,616,217	(2,518,670)	(35.30%)
Investment Interest	75,084	$41,913	$119,553	$110,841	$171,725	52,172	43.64%
Grants	3,297,627	$11,218,084	$16,264,927	$15,810,980	$8,287,893	(7,977,034)	(49.04%)
Bond/Loan & Other Financing	5,069,752	$1,697,774	$1,700,000	$1,700,000	$3,171,317	1,471,317	86.55%
Miscellaneous	2,541,118	$1,790,824	$5,129,427	$3,506,439	$5,684,332	554,905	10.82%
Sub-Total Revenues	$ 51,454,330	$ 61,990,478	$67,227,713	$66,354,205	$60,989,536	$ (6,238,177)	(9.28%)
Transfers From Other Funds	4,239,583	$4,192,527	$4,671,288	$4,427,288	$8,408,830	3,737,542	80.01%
Total Revenues	$ 55,693,913	$ 66,183,005	$71,899,001	$ 70,781,493	$ 69,398,366	$ (2,500,635)	(3.48%)
Total Resources	$ 85,667,127	$ 99,290,408	$ 106,042,889	$ 104,925,381	$ 96,702,312	$ (9,340,577)	(8.81%)
Uses:							
Operating Uses							
Salaries & Wages	$ 9,095,708	$ 9,565,740	$ 10,143,265	$ 9,992,028	$ 10,516,916	$ 373,651	3.68%
Personnel Benefits	3,213,081	3,425,557	3,745,310	3,645,743	4,041,216	295,906	7.90%
Supplies	912,700	937,884	992,198	971,182	912,239	(79,959)	(8.06%)
Other Services & Charges	6,243,876	6,175,874	7,462,634	7,431,461	7,372,005	(90,629)	(1.21%)
Intergovernmental Services	12,975,073	13,911,791	13,764,723	14,266,764	14,799,397	1,034,674	7.52%
Capital Outlays	77,914	296,596	1,126,058	903,525	184,938	(941,120)	(83.58%)
Contingencies	-	-	1,010,142	265,536	1,160,346	150,204	14.87%
Sub-Total Operating Uses	$ 32,518,352	$ 34,313,442	$ 38,244,330	$ 37,476,239	$ 38,987,057	$ 742,727	1.94%
Other Uses							
Facilities, Parks and Transp Capital (CIP)	$ 8,462,086	$ 18,880,745	$ 26,898,800	$ 25,488,816	$ 20,151,582	(6,747,218)	(25.08%)
*Surface Water Utility	3,509,235	3,616,249	5,374,973	4,230,778	5,984,302	609,329	11.34%
Internal Service Charges	467,351	498,383	548,590	514,671	754,165	205,575	37.47%
Debt Service	3,363,117	3,627,010	3,631,205	3,631,537	3,629,730	(1,475)	(0.04%)
Interfund Transfers	4,239,583	4,192,526	4,450,905	6,278,897	8,408,830	3,957,925	88.92%
Sub-Total Other Uses	$ 20,041,372	$ 30,814,913	$ 40,904,473	$ 40,144,699	$ 38,928,609	$ (1,975,864)	(4.83%)
Total Uses	$ 52,559,724	$ 65,128,355	$ 79,148,803	$ 77,620,938	$ 77,915,666	$ (1,233,137)	(1.56%)
Ending Fund Balance	$ 33,107,403	$ 34,162,053	$ 26,912,251	$ 27,322,608	$ 18,805,308	$ (8,106,943)	(30.12%)

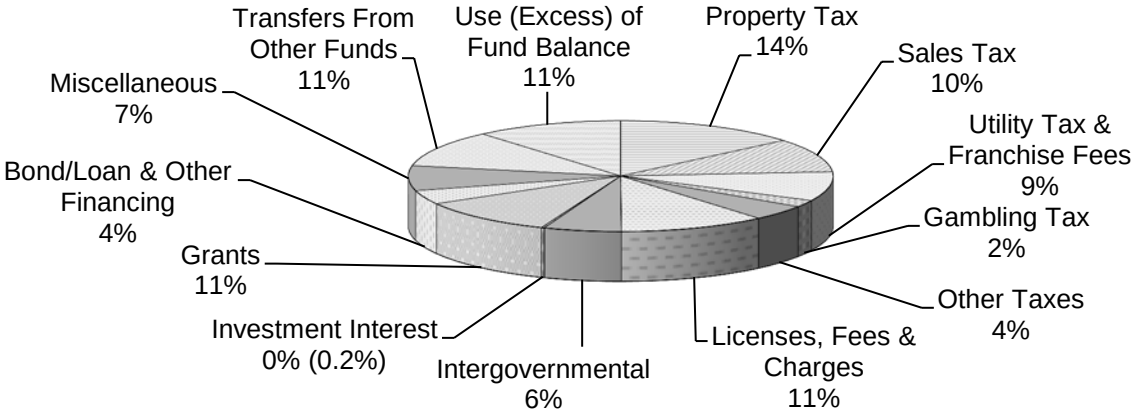
**These categories include salaries and benefits for City staff. In 2016, these total* $ 2,460,958

THE CITY BUDGET

Where the money will come from …

CHART 9

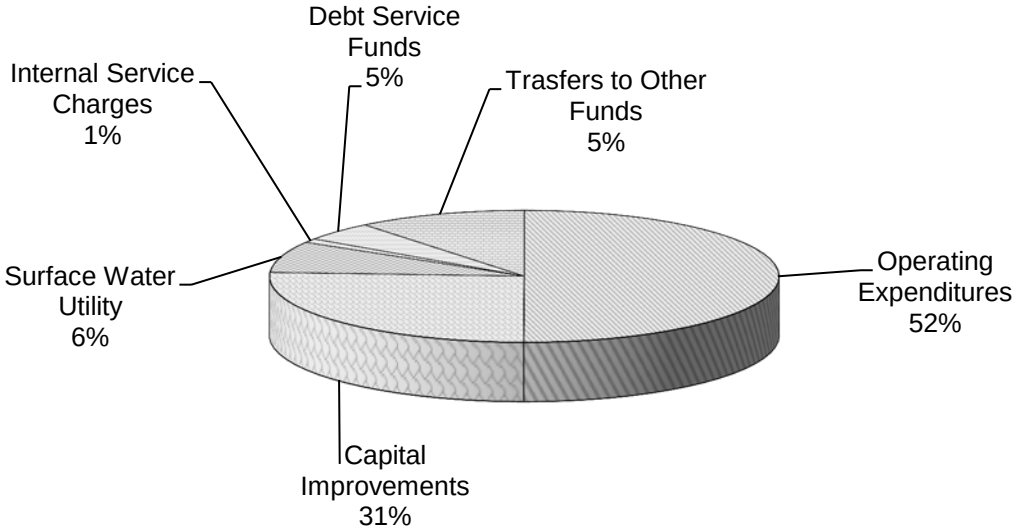
2016 City Resources by Category
$78,210,378



How will the money be spent …

CHART 10

2016 City Expenditures by Category
$77,915,666

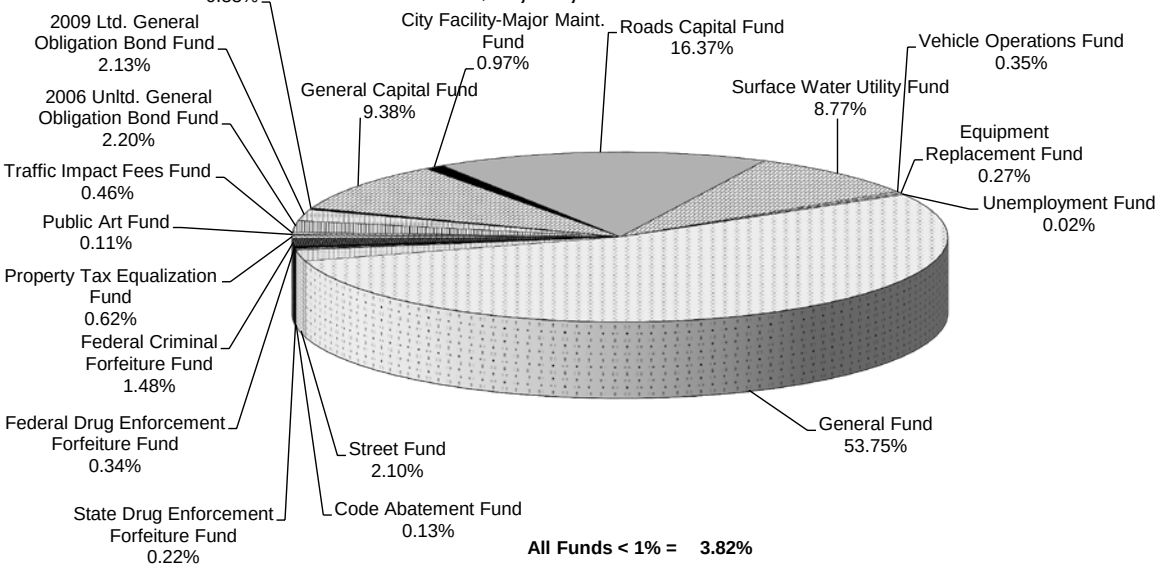


City of Shoreline
2016 All Funds Resources/Expenditures Summary

Fund	Beginning Fund Balance	2016 Revenue	2016 Transfers-In	2016 Total Resources	2016 Expenditures	2016 Transfers-Out	2016 Total Expenditures	Ending Fund Balance	Total 2016 Appropriation
General Fund	$ 9,645,545	$ 35,531,686	$ 1,502,345	$ 46,679,576	$ 37,552,444	$ 4,326,063	$ 41,878,507	$ 4,801,069	$ 41,878,507
Street Fund	888,977	1,198,065	244,403	2,331,445	1,343,270	289,674	$ 1,632,944	698,501	1,632,944
Revenue Stabilization Fund	5,150,777	-	-	5,150,777	-	-	$ -	5,150,777	-
Code Abatement Fund	172,052	80,550	-	252,602	100,000	-	$ 100,000	152,602	100,000
State Drug Enforcement Forfeiture Fund	202,402	18,243	-	220,645	18,243	150,000	$ 168,243	52,402	168,243
Federal Drug Enforcement Forfeiture Fund	234,874	28,200	-	263,074	13,000	250,000	$ 263,000	74	263,000
Federal Criminal Forfeiture Fund	177,601	978,500	-	1,156,101	-	1,156,101	$ 1,156,101	-	1,156,101
Property Tax Equalization Fund	1,189,995	-	-	1,189,995	-	481,584	$ 481,584	708,411	481,584
Public Art Fund	199,616	6,500	-	206,116	84,216	-	$ 84,216	121,900	84,216
Traffic Impact Fees Fund	200,000	200,000	-	400,000	-	359,775	$ 359,775	40,225	359,775
2006 Unltd. General Obligation Bond Fund	17,965	1,700,000	-	1,717,965	1,710,375	-	$ 1,710,375	7,590	1,710,375
2009 Ltd. General Obligation Bond Fund	1,798	386,370	1,277,047	1,665,215	1,663,417	-	$ 1,663,417	1,798	1,663,417
2013 Ltd. General Obligation Bond Fund	-	-	260,948	260,948	260,948	-	$ 260,948	-	260,948
General Capital Fund	2,515,749	3,715,847	2,736,101	8,967,697	6,616,879	688,523	$ 7,305,402	1,662,295	7,305,402
City Facility-Major Maint. Fund	35,944	449	724,032	760,425	758,500	-	$ 758,500	1,925	758,500
Roads Capital Fund	2,993,168	9,659,074	1,663,954	14,316,196	12,693,370	64,767	$ 12,758,137	1,558,059	12,758,137
Surface Water Utility Fund	1,510,129	6,724,986	-	8,235,115	6,193,320	642,343	$ 6,835,663	1,399,452	6,835,663
Vehicle Operations Fund	129,022	256,216	-	385,238	271,216	-	$ 271,216	114,022	271,216
Equipment Replacement Fund	1,988,194	504,850	-	2,493,044	210,138	-	$ 210,138	2,282,906	210,138
Unemployment Fund	68,800	-	-	68,800	17,500	-	$ 17,500	51,300	17,500
Total City Funds	$ 27,322,608	$ 60,989,536	$ 8,408,830	$ 96,720,974	$ 69,506,836	$ 8,408,830	$ 77,915,666	$ 18,805,308	$ 77,915,666

CHART 11

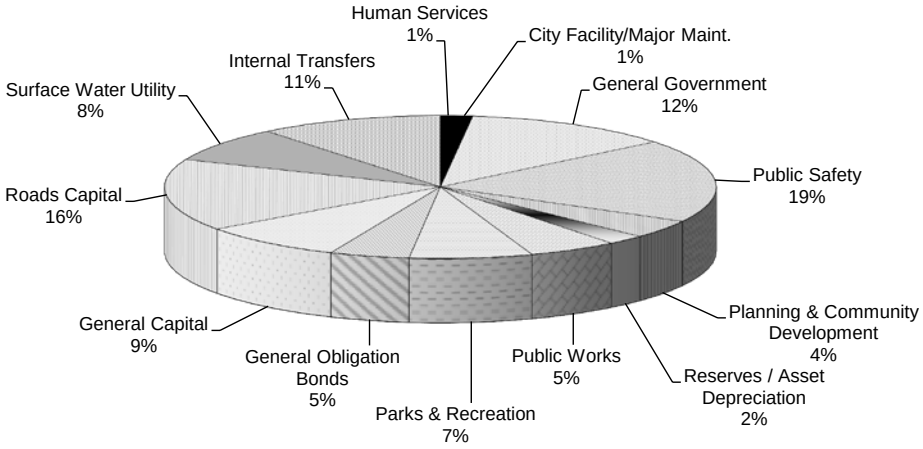
2016 Appropriation By Fund
$77,915,666



All Funds < 1% = 3.82%

CHART 12

2016 Appropriation By Type
$77,915,666



2016 CITY REVENUE SOURCES

The City of Shoreline receives revenues from local property, sales, utility, and gambling taxes; a variety of population based state-shared revenues; user fees for development services and parks programs; and, grants, fines, and other miscellaneous revenues. In 2016, the total budgeted revenue for all of the City's funds is $78,210,378. The total revenue includes the budgeted use of beginning fund balances and transfers between funds. This is slightly higher than the total appropriations of $77,915,666. The excess revenues will remain in the fund balance until they are used at a later date.

General Fund

In 2016, the General Fund resource base is $41,878,507. This is made up of the budgeted use of fund balance ($4,844,476, 11.6%), operating revenues ($35,531,686, 84.8%), and transfers-in ($1,502,345, 3.6%) from other funds for their share of the General Fund overhead ($1,020,761) and a transfer from the Property Tax Equalization Fund ($481,584).

CHART 13

General Fund Resources

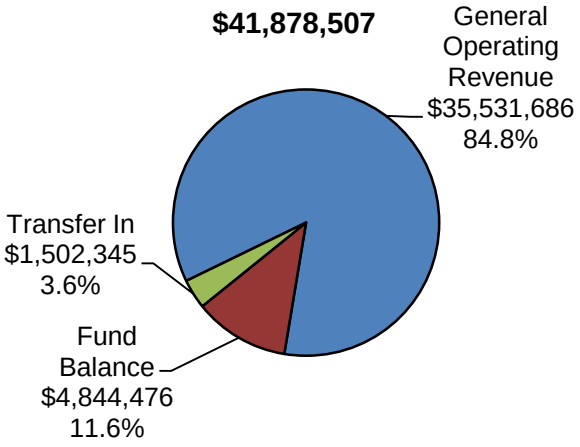
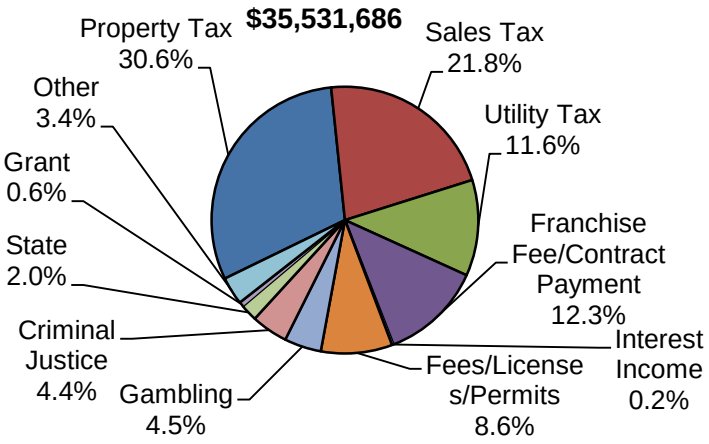


CHART 14

General Operating Revenues



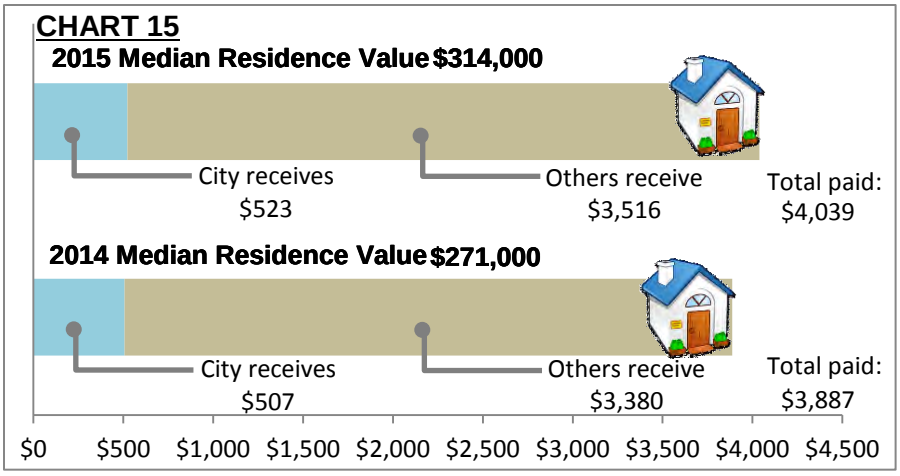
Property Tax

Property tax revenue for 2016 is budgeted at $10,860,481 and represents 30.6% of the General Fund operating revenues. The 2015 projected property tax is $10,570,659 and represents 27.7% of the projected General Fund operating revenues. Property tax revenue is projected to increase by $289,822, or 2.7%, as compared to the 2015 projection.

Shoreline voters approved Proposition 1 in November 2010 which set a property tax rate of $1.48 per $1,000 AV for 2011. It also included an annual escalator based upon the change in the June-to-June Consumer Price Index for All Urban Consumers for the Seattle Area (CPI-U) for years 2012 through 2016. At the time that Proposition 1 was before voters, staff assumed that the AV for 2012 taxes was projected to increase by approximately 2.3%. In fact, the AV actually dropped by 5.0%. 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 could only increase through new construction and growth in the City's AV.

The AV including new construction in 2013 was $6,052,253,379 which was 5% less than the 2012 AV of $6,369,056,196. This caused the levy rate to remain at $1.60 resulting in a 2013 property tax levy that was lower than the 2012 levy. In 2014, the AV increased by 6.6% to $6,452,389,801 which allowed the levy to increase from $9,683,902 to $10,323,824. For first time, the City could increase the property tax levy by the rate of inflation as allowed in Proposition 1. The levy rate remained at $1.60.

The AV including new construction for 2016 is estimated to be $8,057,662,469 which is 8.6% more than the 2015 valuation of $7,422,894,359. This will cause the levy rate to drop to $1.35 per $1,000 of AV; however, this will still resulting in a 2016 property tax levy that is higher than the current 2015 levy. In future years, we expect to see AV increase again. For 2017, we are projecting AV growth of 3.9%; 3.6% growth in 2018; 4.2% growth in 2019; 4.0% growth in 2020; and 4.7% growth in 2021.

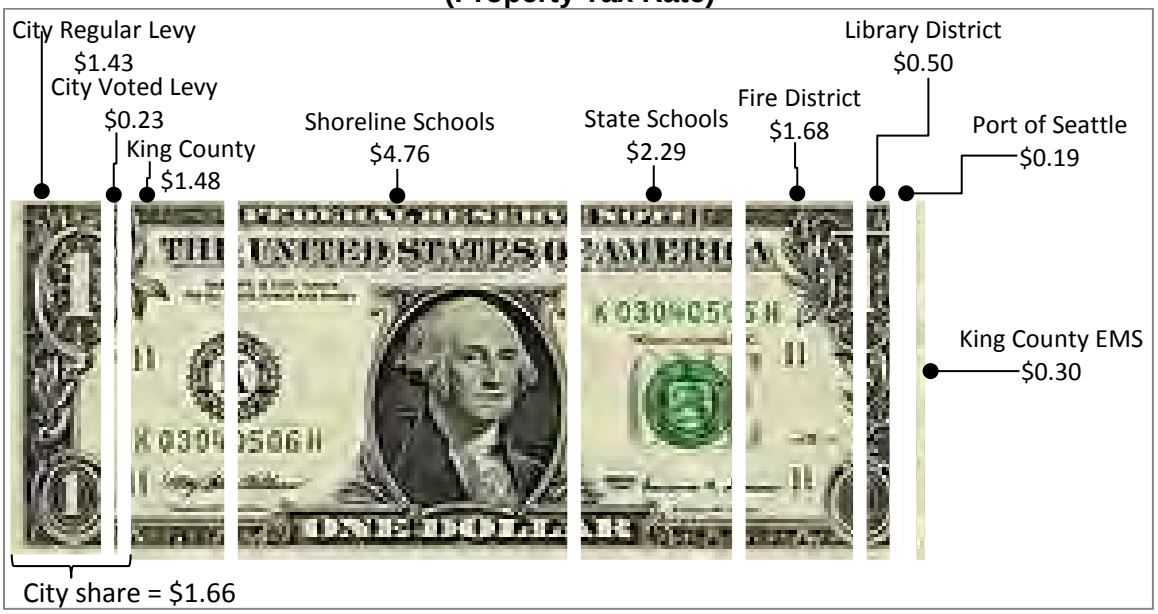


The current 2015 City of Shoreline property tax levy rate is $1.43 per $1,000 AV (AV does not include levies for the school district, library district, fire district, County, Port, State or other agencies). The projected excess voted levy rate for 2016 is projected to be $0.232 per $1,000 valuation. When all the taxing jurisdictions levy rates are included the total levy rate is $12.86 per $1,000 AV. A homeowner of an average valued residence ($314,000) is currently paying a total of $4,039 per year in property taxes. The City receives 13% of the property tax levied, which would equate to $523. This includes both the regular and voted tax levies.

The following charts provide information regarding the allocation of the total levy rate for all taxing districts within Shoreline.

CHART 16

What a City Property Owner Pays in 2015
(Property Tax Rate)



The table below illustrates the City property tax portion payable in 2015 by an individual owning an average home valued at $314,000. Based on the 2015 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.

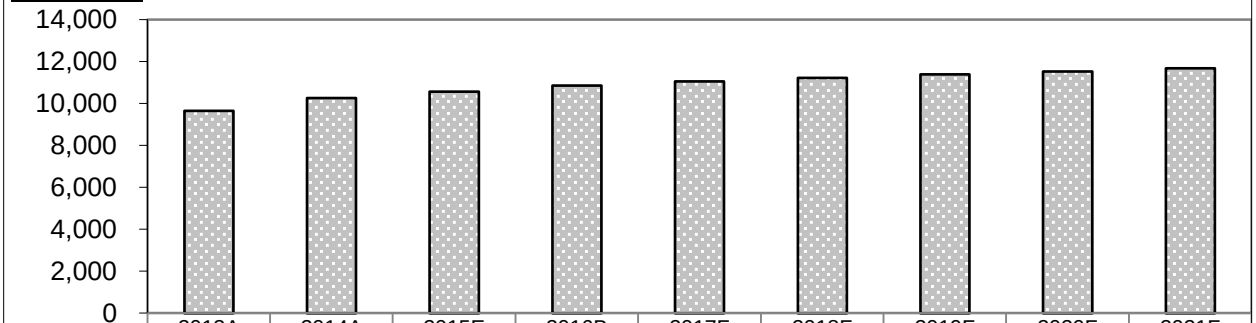
	Assessed Value	Per $1,000 (AV/$1,000)		Rate		Assessment	%
City	$ 314,000	314.00	X	$ 1.67	=	$ 523	13%
King County	$ 314,000	314.00	X	1.48	=	$ 466	12%
Shoreline School Dist.	$ 314,000	314.00	X	4.76	=	$ 1,493	37%
State Schools	$ 314,000	314.00	X	2.29	=	$ 718	18%
Fire District	$ 314,000	314.00	X	1.68	=	$ 527	13%
Library District	$ 314,000	314.00	X	0.50	=	$ 158	4%
Port of Seattle	$ 314,000	314.00	X	0.19	=	$ 59	1%
King Co. EMS	$ 314,000	314.00	X	0.30	=	$ 95	2%
TOTAL				**$ 12.86**		**$ 4,039**	**100%**

Source: King County Department of Assessments; 2014 Median Residence Value for Shoreline reported per Assessed Value and Taxes by City

Property Tax Historical Comparison & Forecast

CHART 17

Property Tax Revenue



	2013A	2014A	2015E	2016B	2017F	2018F	2019F	2020F	2021F
Revenue	9,654,834	10,255,323	10,570,659	10,860,481	11,053,438	11,222,180	11,385,684	11,525,676	11,684,971
$ Change	-$442,137	$600,489	$315,336	$289,822	$192,957	$168,742	$163,504	$139,992	$159,294
% Change	(4.4%)	6.2%	3.1%	2.7%	1.8%	1.5%	1.5%	1.2%	1.4%

Sources: City of Shoreline; King County Department of Assessments

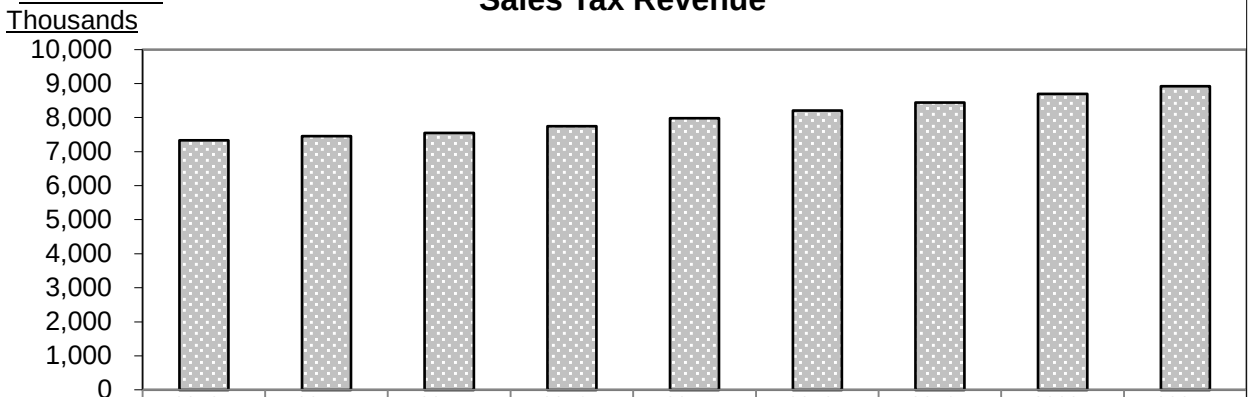
Sales Tax

General sales tax, the third largest revenue source for City operations (21.8%), totals $7.748 million for 2016. In 2016 sales tax revenue is expected to grow by $427,700, or 5.8%, from the 2015 budget and is $195,000, or 2.6%, above the revised 2015 projected total of $7,552,351. Revenue collections continue to increase in 2015.

Shoreline's sales tax base consists largely of basic consumer goods, and, therefore, sales tax collections were fairly consistent prior to the recession. The recession resulted in a significant reduction in construction and building material sales taxes prior to 2011. Automobiles are large ticket items in the Shoreline sales tax base, and these sales held fairly steady even during the height of the recession. There was some growth in automobile sales during 2011, 2012, 2013, and 2014. Staff will continue to be conservative in future projections and use a rate of growth of 3.1% in 2017, 2.8% in 2018, 2.8% in 2019, 3.0% in 2020, and 2.5% in 2021.

Sales Tax Historical Comparison & Forecast

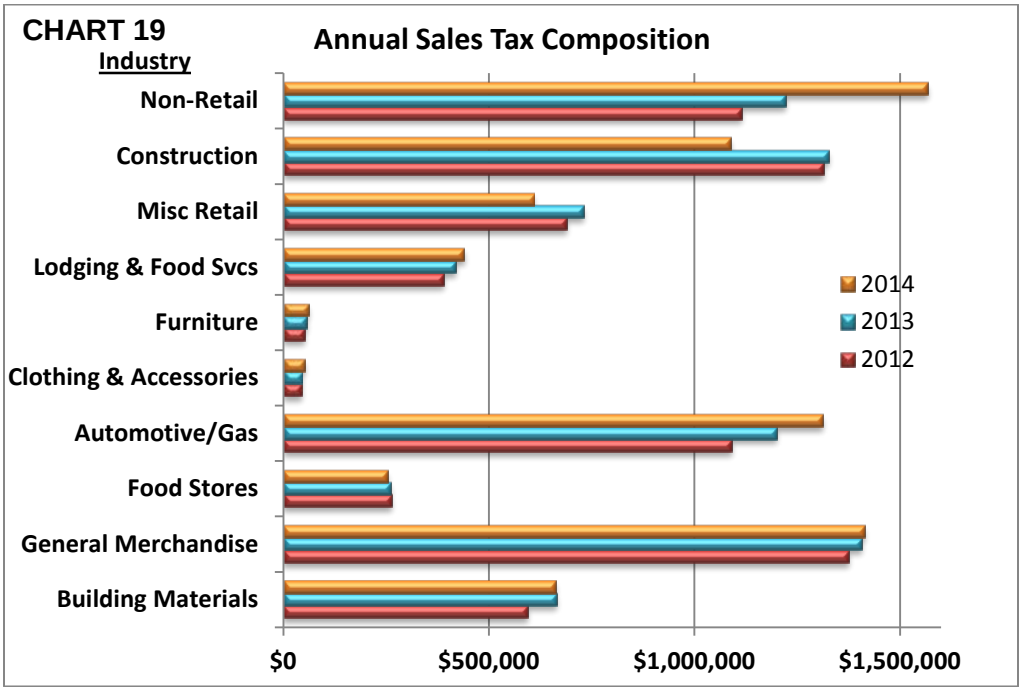
CHART 18



	2013A	2014A	2015E	2016B	2017F	2018F	2019F	2020F	2021F
Revenue	7,336,806	7,462,887	7,552,351	7,747,700	7,989,558	8,213,464	8,447,002	8,703,091	8,922,502
$ Change	$403,930	$126,081	$89,464	$195,349	$241,858	$223,906	$233,538	$256,089	$219,411
% Change	5.8%	1.7%	1.2%	2.6%	3.1%	2.8%	2.8%	3.0%	2.5%

Sources: City of Shoreline; The Puget Sound Economic Forecaster History and Ten-Year Forecast,June 2015

CHART 19



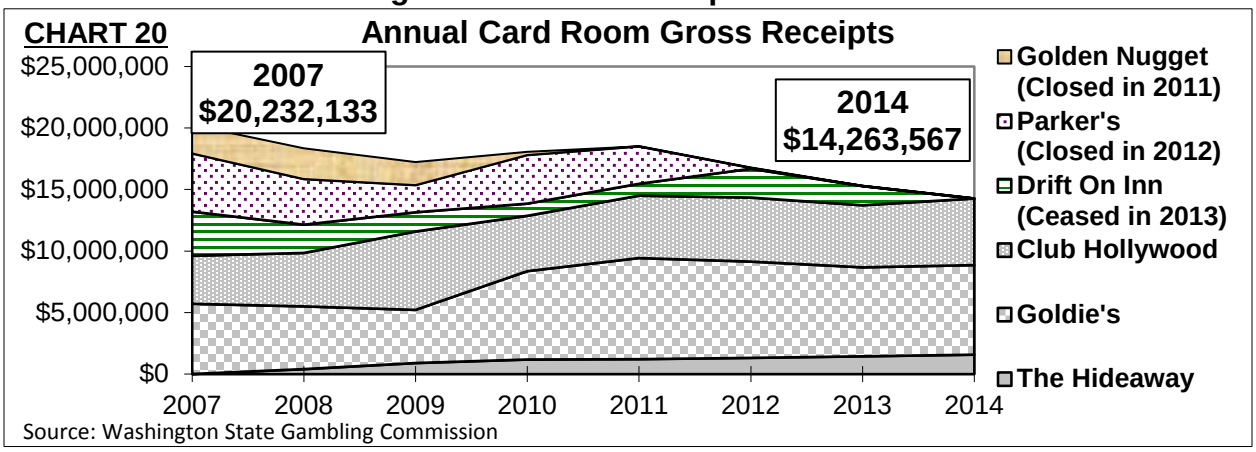
Gambling Tax

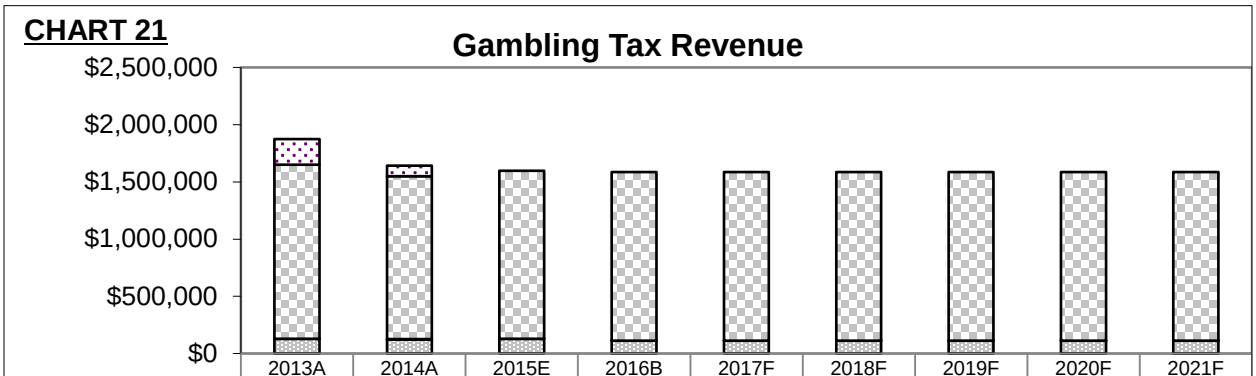
Gambling tax rate limits are set by the state and vary by game. In 1998, the State allowed the opening of "mini-casinos" and expanded the number of card rooms and the betting limits. This expansion resulted in revenue increases of 76% and 48% in 1998 and 1999, respectively. The City's gambling tax revenues come from card room and pull-tab activity. For the next few years, gambling tax revenues stabilized at around $2.5 million. A new mini-casino was opened during the fourth quarter of 2003. This resulted in a total collection of $2.86 million in 2003. Actual revenue for 2004 totaled $3,321,060, which is an increase over the prior year of $465,779. The City's tax rate has held at 10% since April 2007. Actual tax collections for 2007-2014 appear below.

For 2016, collections are projected to total $1,587,425, or 4.5% of the total 2016 General Fund operating revenues. Tax collections will decline further as compared to 2014 by $9,900 largely due to the cessation of card room activity at a casino. Staff has assumed no growth in future years in tax collections so a baseline of $1,587,425 is assumed.

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. The difference of 3% was transferred to capital funds to support capital projects. 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. The transfer was decreased starting in 2014 as the Transportation Planning Program was moved, beginning in 2012, from the Roads Capital Fund to the General Fund. The budget proposes lowering the transfer by the amount required to fund this program. The estimated transfer for 2016 is $101,662.

Gambling Tax Historical Comparison & Forecast





	2013A	2014A	2015E	2016B	2017F	2018F	2019F	2020F	2021F
Total Revenue	$1,875,675	$1,643,172	$1,597,325	$1,587,425	$1,587,425	$1,587,425	$1,587,425	$1,587,425	$1,587,425
Promissory Note(s)	$224,361	$94,605	$0	$0	$0	$0	$0	$0	$0
Card Games	$1,522,502	$1,423,357	$1,469,900	$1,475,000	$1,475,000	$1,475,000	$1,475,000	$1,475,000	$1,475,000
Amusement Games	$186	$1,042	$125	$125	$125	$125	$125	$125	$125
Pulltabs	$128,626	$124,168	$127,300	$112,300	$112,300	$112,300	$112,300	$112,300	$112,300

Utility Taxes

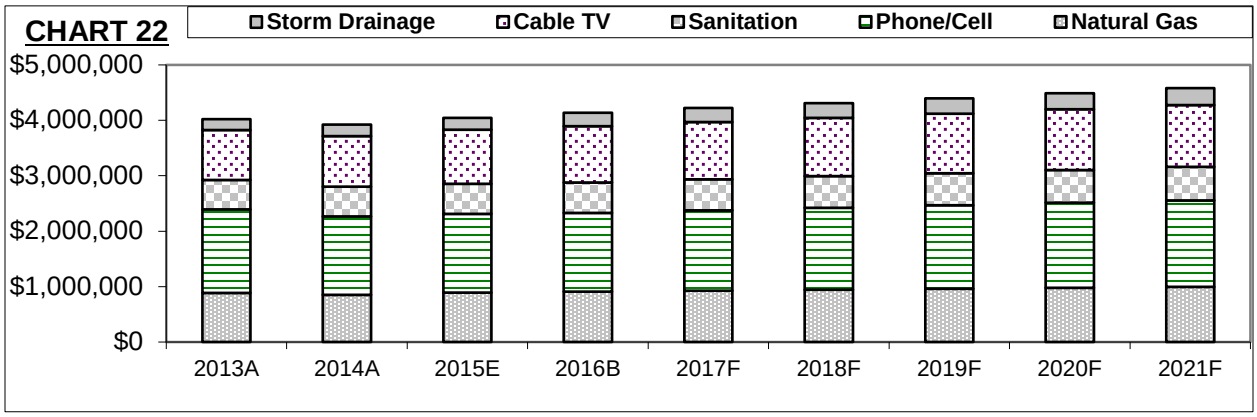
The Council enacted a 6% utility tax on natural gas, telephone, cellular telephone, pager services, and sanitation services along with a 1% utility tax on cable effective in 2000. In 2005 a 6% utility tax was applied to storm drainage and the tax rate for cable television was increased to 6% on July 1, 2007. Projected revenues in 2016 from utility taxes are $4,131,535, or 11.6% of the total General Fund operating revenues. This is an increase of $91,856, or 2.3%, when compared to projected 2015 utility tax revenues.

- In the natural gas category, 2016 revenues of $906,500 are projected to increase by 1.9%.
- Revenues from telephone or communication services are also expected to remain equal to the 2015 projection. This category is closely monitored as it 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 2016 are projected to increase 1.9% as compared to the 2015 projection based upon current inflation rates as allowed under the contract.
- Cable television utility tax revenues are expected to increase 4.0% as compared to the 2015 projection.
- Revenues from the storm drainage utility tax are projected to increase by 12.0% if the requested surface water fee rate increase is approved by Council. This will equate to collections in 2016 of $240,275. Future rates are estimated to increase by 5.0% for 2017 through 2021.

Utility Tax Historical Comparison & Forecast

Revenue	2013A	2014A	2015E	2016B	2017F	2018F	2019F	2020F	2021F
Natural Gas	**$885,253**	**$849,543**	**$889,590**	**$906,500**	**$923,896**	**$941,660**	**$959,258**	**$977,178**	**$994,751**
Annual Change		($35,710)	$40,047	$16,910	$17,396	$17,764	$17,598	$17,919	$17,573
% Change		(4.0%)	4.7%	1.9%	1.9%	1.9%	1.9%	1.9%	1.8%
Phone/Cell	**$1,503,328**	**$1,415,043**	**$1,421,640**	**$1,421,640**	**$1,448,921**	**$1,476,780**	**$1,504,379**	**$1,532,482**	**$1,560,041**
Annual Change		($88,285)	$6,597	$0	$27,281	$27,859	$27,599	$28,102	$27,560
% Change		(5.9%)	0.5%	0.0%	1.9%	1.9%	1.9%	1.9%	1.8%
Sanitation	**$531,888**	**$534,410**	**$538,648**	**$548,880**	**$559,413**	**$570,169**	**$580,825**	**$591,675**	**$602,315**
Annual Change		$2,522	$4,238	$10,232	$10,533	$10,756	$10,656	$10,850	$10,640
% Change		0.5%	0.8%	1.9%	1.9%	1.9%	1.9%	1.9%	1.8%
Cable TV	**$899,856**	**$911,428**	**$975,230**	**$1,014,240**	**$1,033,703**	**$1,053,579**	**$1,073,269**	**$1,093,318**	**$1,112,980**
Annual Change		$11,572	$63,802	$39,010	$19,463	$19,875	$19,690	$20,049	$19,662
% Change		1.3%	7.0%	4.0%	1.9%	1.9%	1.9%	1.9%	1.8%
Storm Drainage	**$198,651**	**$212,006**	**$214,571**	**$240,275**	**$252,289**	**$264,903**	**$278,148**	**$292,056**	**$306,659**
Annual Change		$13,355	$2,565	$25,704	$12,014	$12,614	$13,245	$13,907	$14,603
% Change		6.7%	1.2%	12.0%	5.0%	5.0%	5.0%	5.0%	5.0%
Total Revenue	**$4,018,976**	**$3,922,430**	**$4,039,679**	**$4,131,535**	**$4,218,222**	**$4,307,091**	**$4,395,879**	**$4,486,708**	**$4,576,746**
Annual Change		($96,546)	$117,249	$91,856	$86,687	$88,869	$88,788	$90,828	$90,038
% Change		(2.4%)	3.0%	2.3%	2.1%	2.1%	2.1%	2.1%	2.0%

Source: City of Shoreline



Franchise Fee Payments

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

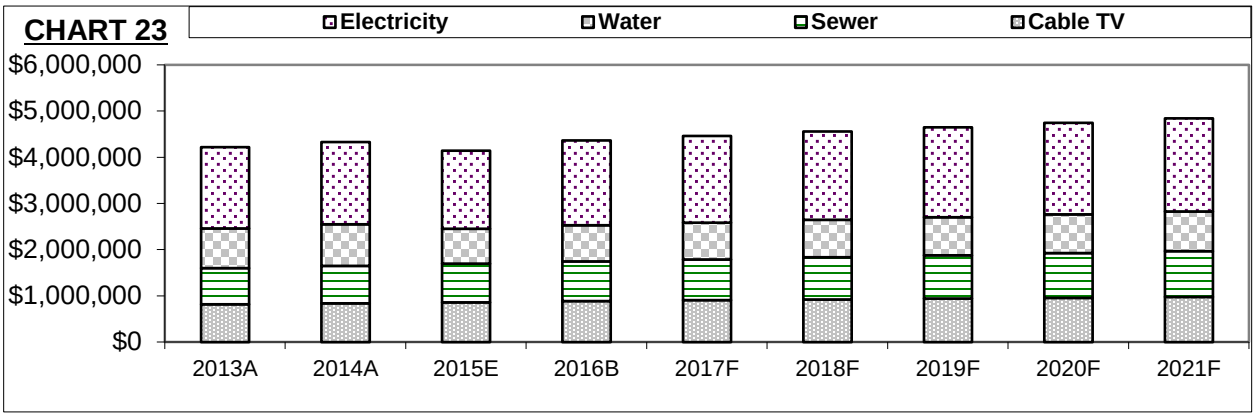
The total projected 2016 revenue from franchise fee payments is $4,367,482, which equates to 12.3% of the total General Fund operating revenues. This is an increase of $222,293, or 5.4% from projected 2015 revenue.

- Electricity contract payments from Seattle City Light (SCL) are expected to grow by $144,880, or 8.6% in 2016 due to a proposed rate increase.
- Projected sewer contract payments are $859,022 for 2016. This is based on the City's agreement with the Ronald Wastewater District for annual increases of 3%.
- Revenues from water contract payments for 2016 are expected to increase to $780,700. Annual future growth is projected to equal 80% of projected inflation rates.
- The cable television franchise fee is set at a rate equal to five-percent of gross cable service revenues. Projected revenues for 2016 are expected to grow by $25,890, or 3.0%. Annual future growth is projected to equal 80% of projected inflation rates.

Franchise Fees Historical Comparison & Forecast

Revenue	2013A	2014A	2015E	2016B	2017F	2018F	2019F	2020F	2021F
Cable TV	**$816,147**	**$841,767**	**$862,890**	**$888,780**	**$905,836**	**$923,253**	**$940,507**	**$958,076**	**$975,306**
Annual Change		$25,620	$21,123	$25,890	$17,056	$17,417	$17,254	$17,569	$17,230
% Change		3.1%	2.5%	3.0%	1.9%	1.9%	1.9%	1.9%	1.8%
Sewer	**$787,000**	**$811,000**	**$834,002**	**$859,022**	**$884,793**	**$911,336**	**$938,677**	**$966,837**	**$995,842**
Annual Change		$24,000	$23,002	$25,020	$25,771	$26,544	$27,340	$28,160	$29,005
% Change		3.0%	2.8%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Water	**$859,787**	**$895,350**	**$754,197**	**$780,700**	**$795,682**	**$810,981**	**$826,137**	**$841,569**	**$856,704**
Annual Change		$35,563	($141,153)	$26,503	$14,982	$15,299	$15,156	$15,433	$15,135
% Change		4.1%	(15.8%)	3.5%	1.9%	1.9%	1.9%	1.9%	1.8%
Electricity	**$1,754,748**	**$1,784,138**	**$1,694,100**	**$1,838,980**	**$1,874,270**	**$1,910,307**	**$1,946,008**	**$1,982,361**	**$2,018,011**
Annual Change		$29,390	($90,038)	$144,880	$35,290	$36,037	$35,701	$36,352	$35,650
% Change		1.7%	(5.0%)	8.6%	1.9%	1.9%	1.9%	1.9%	1.8%
Total Revenue	**$4,217,682**	**$4,332,255**	**$4,145,189**	**$4,367,482**	**$4,460,580**	**$4,555,877**	**$4,651,328**	**$4,748,843**	**$4,845,862**
Annual Change		$114,573	($187,066)	$222,293	$93,098	$95,297	$95,451	$97,514	$97,019
% Change		2.7%	(4.3%)	5.4%	2.1%	2.1%	2.1%	2.1%	2.0%

Source: City of Shoreline



Recreation Fees

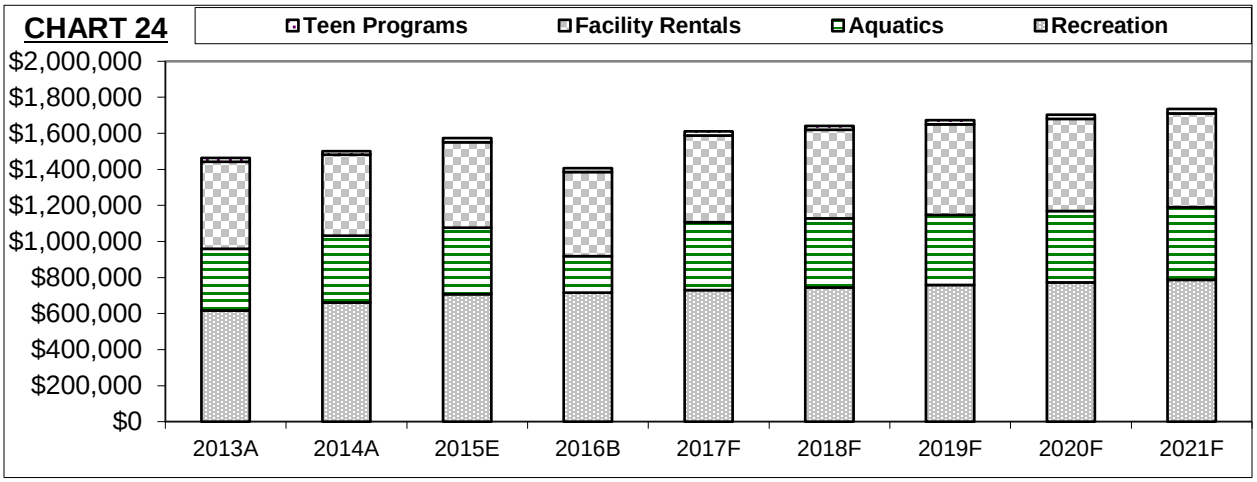
In 2012, revenues were impacted by lower levels of participation in aquatics lessons and a drop in admissions and the indoor playground. In 2013, there was increased participation in preschool arts and adult health and fitness classes, attendance at the summer playground, and rentals of the Spartan Gym and athletic fields. The closure of the pool for part of May and June while the new boiler was being installed had a negative impact on revenues for the pool program. For 2014, revenue of $1,501,048 is 2.6% higher than actual 2013 collections. For 2015, revenue of $1,573,060 is projected to be 4.8% higher than 2014 collections largely due to increased participation in recreation program offerings and a higher level of facility rentals.

Projected 2016 revenue from parks and recreation fees total $1,406,815, or 4.0% of the total General Fund operating revenues. This is $166,245, or 10.6%, lower than 2015 projected revenue. Revenue projections for 2016 are conservative since pool usage is currently at full capacity and there has been some decrease in participation in youth sports and adult programming. In addition, the extended closure of the Shoreline Pool as maintenance is being performed is anticipated to result in a $167,000 loss in revenue. During 2016, revenue from the general recreation activities is projected to increase by $9,701, or 1.4%. Revenue from facility rentals is expected to decrease by $6,400, or 1.4%, as a result of the closure of Shoreline A/B for two weeks while maintenance is being performed. Teen Program revenue is expected to decrease by $1,485, or 6.4%, due to program and staffing changes. Overall, recreation fee revenue is projected to grow by 14.5% in 2017 as activity at the Shoreline Pool returns for a full year, 1.9% in 2018, 1.9% in 2019, 1.9% in 2020, and 1.8% in 2021. These increases equate to 80% of the projected inflation rates.

Recreation Fee Historical Comparison & Forecast

Revenue	2013A	2014A	2015E	2016B	2017F	2018F	2019F	2020F	2021F
Recreation	**$615,754**	**$661,098**	**$706,700**	**$716,401**	**$730,149**	**$744,188**	**$758,095**	**$772,257**	**$786,145**
Annual Change		$45,344	$45,602	$9,701	$13,748	$14,039	$13,908	$14,162	$13,888
% Change		7.4%	6.9%	1.4%	1.9%	1.9%	1.9%	1.9%	1.8%
Aquatics	**$342,373**	**$371,064**	**$369,301**	**$201,240**	**$375,307**	**$382,523**	**$389,672**	**$396,951**	**$404,089**
Annual Change		$28,691	($1,763)	($168,061)	$174,067	$7,216	$7,149	$7,279	$7,139
% Change		8.4%	(0.5%)	(45.5%)	86.5%	1.9%	1.9%	1.9%	1.8%
Facility Rentals	**$484,305**	**$448,259**	**$473,700**	**$467,300**	**$482,688**	**$491,969**	**$501,163**	**$510,525**	**$519,707**
Annual Change		($36,046)	$25,441	($6,400)	$15,388	$9,281	$9,194	$9,362	$9,181
% Change		(7.4%)	5.7%	(1.4%)	3.3%	1.9%	1.9%	1.9%	1.8%
Teen Programs	**$20,009**	**$20,627**	**$23,359**	**$21,874**	**$22,294**	**$22,722**	**$23,147**	**$23,579**	**$24,004**
Annual Change		$618	$2,732	($1,485)	$420	$429	$425	$432	$424
% Change		3.1%	13.2%	(6.4%)	1.9%	1.9%	1.9%	1.9%	1.8%
Total Revenue	**$1,462,441**	**$1,501,048**	**$1,573,060**	**$1,406,815**	**$1,610,437**	**$1,641,402**	**$1,672,077**	**$1,703,313**	**$1,733,944**
Annual Change		$38,607	$72,012	-$166,245	$203,622	$30,965	$30,675	$31,235	$30,632
% Change		2.6%	4.8%	(10.6%)	14.5%	1.9%	1.9%	1.9%	1.8%

Source: City of Shoreline



Criminal Justice Funding

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

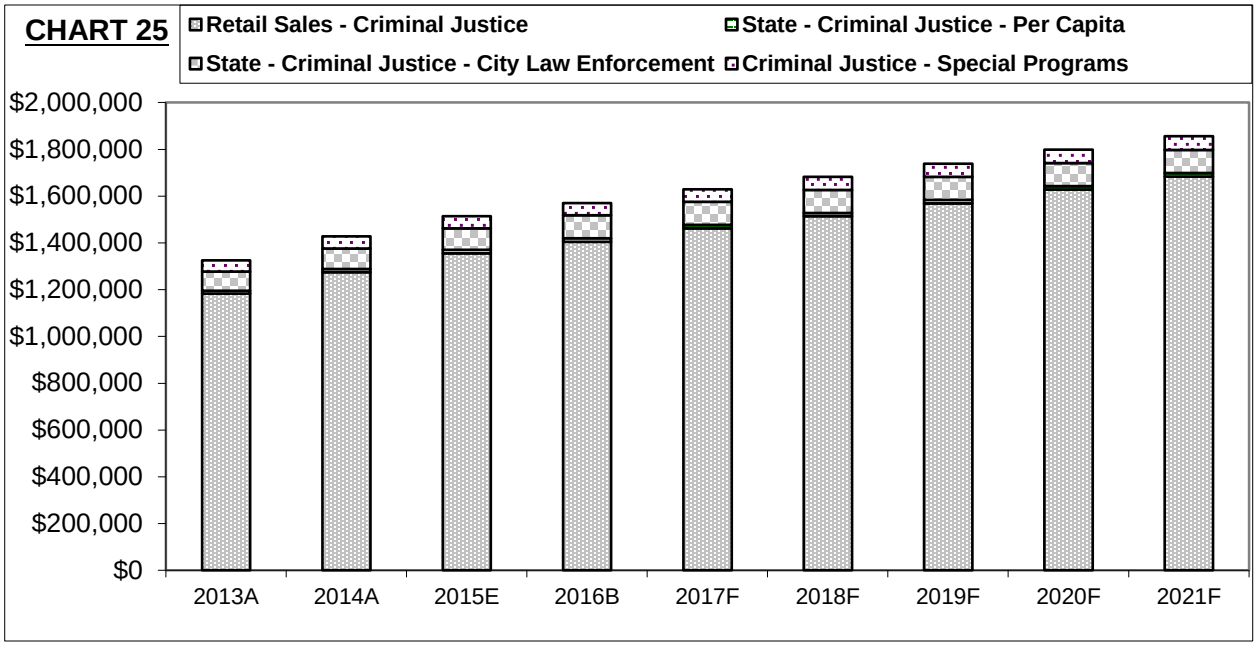
The projected 2016 revenue for Criminal Justice is $1,569,991, or 4.4% of the total General Fund operating revenues. This represents an increase of $56,561, or 3.7%, over 2015 projected collections of $1,513,430.

The largest revenue source in this category is the Criminal Justice Retail Sales tax, which was negatively impacted by the recent recession. This tax is collected at the county level and distributed to the cities on a per capita basis. Total collections for 2014 were $1,274,025, which was up from 2013 collections of $1,182,506 and 2012 collections of $1,099,931 by 7.7% and 15.8%, respectively. For 2016, collections are projected to total $1,403,619. Local Criminal Justice Sales Tax revenue is expected to grow by 4.1% in 2017, 3.5% in 2018, 3.7% in 2019, 3.8% in 2020, and 3.4% in 2021. The remainder of the revenues in this category increase only slightly each year based upon per capital projections provided by state forecasters.

Criminal Justice Funding Historical Comparison & Forecast

Revenue	2013A	2014A	2015E	2016B	2017F	2018F	2019F	2020F	2021F
Retail Sales - Criminal Justice	$1,182,506	$1,274,025	$1,354,613	$1,403,619	$1,461,795	$1,513,042	$1,568,584	$1,627,533	$1,683,381
State - Criminal Justice - Per Capita	$12,812	$13,811	$14,577	$15,260	$14,752	$14,789	$14,826	$14,863	$14,900
State - Criminal Justice - City Law Enforcement	$81,946	$88,135	$92,948	$98,247	$98,247	$98,247	$98,247	$98,247	$98,247
Criminal Justice - Special Programs	$47,686	$51,135	$51,292	$52,865	$54,014	$55,190	$56,362	$57,559	$58,740
Total Revenue	**$1,324,950**	**$1,427,106**	**$1,513,430**	**$1,569,991**	**$1,628,808**	**$1,681,268**	**$1,738,019**	**$1,798,201**	**$1,855,268**
Annual Change		$102,156	$86,324	$56,561	$58,817	$52,460	$56,751	$60,182	$57,067
% Change		7.7%	6.0%	3.7%	3.7%	3.2%	3.4%	3.5%	3.2%

Sources: King County; Municipal Research and Services Center 2016 Budget Suggestions



Liquor Excise Tax & Board Profits

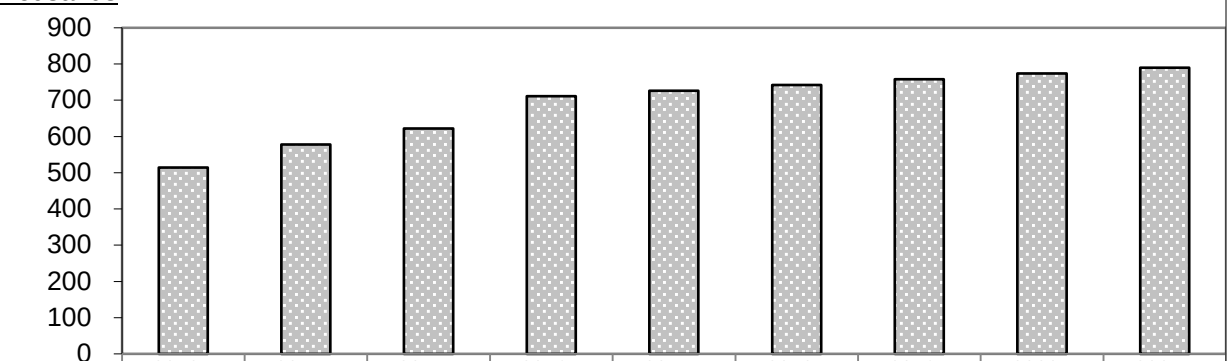
Revenue sources in this category used to be comprised of a portion of the liquor excise tax receipts collected by the State and a portion of the markups on liquor, commonly referred to as Liquor Board Profits. Much has changed with the passage of Initiative 1183 in November 2011, which resulted in the privatization of the distribution and retail sale of liquor, effective June 1, 2012. The Liquor Board Profits have been replaced as a state revenue source by license fees that are paid to the state by retailers and distributors. In 2012, the legislature passed ESHB 2823, ch. 5, Laws of 2012, 2nd sp. Sess, which diverted all liquor excise tax revenue that would have been distributed to cities and counties to the State General Fund for one year beginning in October 2012. In addition to that one-time loss, beginning with the October 2013 distribution, the state treasurer began transferring $2.5 million per quarter from the Liquor Excise Tax Fund to the State General Fund before the distribution is made to cities and counties. The distribution to cities and counties was also reduced in the State's 2013-2015 budget, which increased the share of liquor taxes deposited into the state general fund from 65.0% to 82.5%, thereby reducing the share going to the Liquor Excise Tax Fund for distribution to cities and counties from 35.0% to 17.5%. When the 2015 budget was developed, it was assumed that the legislature would take action to continue with the reduced share of revenues. The 2015-2017 state budget (ESSB 6052), passed by the 2015 legislature has returned the percentage distribution to the pre-2013 state budget provisions which means that 35% of revenues are to be deposited in the Liquor Excise Tax Fund to be distributed to cities, counties, and towns.

Projected 2015 revenue from these two sources totals $621,964, which is an increase of $44,237, or 7.7%, over 2014 actual revenue with the return of liquor excise tax distributions noted above. The 2016 budget assumes revenue will increase $88,716, or 14.3% to $710,680 based on state provide per capita estimates. This equates to 2.0% of the total General Fund operating revenues.

Liquor Tax Historical Comparison & Forecast

CHART 26

Liquor Excise Tax & Liquor Board Profit Revenue



	2013A	2014A	2015E	2016B	2017F	2018F	2019F	2020F	2021F
Revenue	514,529	577,727	621,964	710,680	726,129	741,941	757,696	773,780	789,664
$ Change	($212,090)	$63,198	$44,237	$88,716	$15,449	$15,812	$15,755	$16,084	$15,885
% Change	(29.2%)	12.3%	7.7%	14.3%	2.2%	2.2%	2.1%	2.1%	2.1%

Sources: Municipal Research and Services Center 2016 Budget Suggestions

Development Fees

Fees are charged for a variety of development permits obtained through the City's Planning and Community Development Department. These include building, structure, plumbing, electrical, and mechanical permits; land use permits; permit inspection fees; plan check fees; and fees for environmental reviews. The number of permits pulled increased in 2012 and 2014 as compared to the prior year by 8.4% and 17.3%, respectively. Total revenue receipts also increased for those periods by 7.0% and 26.5%, respectively. Revenue receipts for 2013 were slightly lower than the 2012 level (-0.6%), but the number of permits pulled increased by 6.5%. In 2011 and 2012, the City received a significant amount of one-time revenue from Shoreline School District's two major capital projects to construct new high schools. Removing the one-time revenue from the calculation reveals annual revenue increases in the base level for 2011, 2012 and 2013 of 0.4%, 60.1%, and 16.1%, respectively.

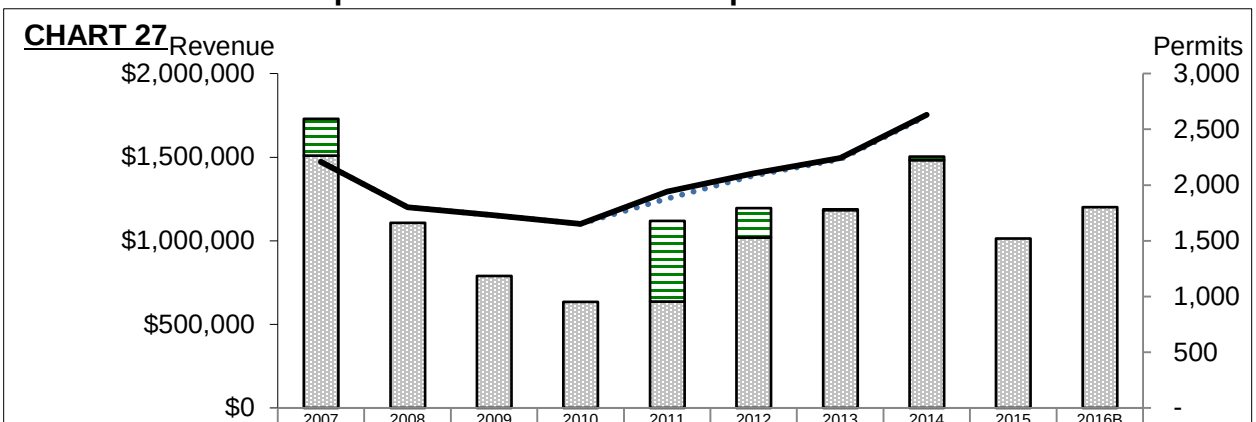
Building permit revenue and the associated plan check revenue are significant portions of the development permit revenue. The following is information on the number of building permits and the valuation of the improvements that have been issued for residential, commercial and multi-family for 2006 through August 2015:

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
2015*	29	9,515,157	142	6,895,623	1	20,000	28	5,534,463	0	-	12	646,978
2014	53	15,878,402	179	8,762,660	7	11,249,892	39	6,381,031	1	474,476	24	738,306
2013	71	19,784,809	147	6,233,852	7	12,232,894	32	7,468,758	3	18,459,015	21	2,659,789
2012	39	8,882,833	157	7,810,928	6	76,206,418	43	5,194,527	2	787,545	51	4,045,935
2011	29	5,941,298	141	5,926,189	6	64,508,846	48	13,459,131	1	433,728	10	1,238,186
2010	11	2,876,833	173	6,092,215	3	2,566,947	37	5,608,506	0	-	10	2,127,500
2009	24	4,486,564	152	6,000,820	10	794,814	41	16,274,132	3	19,057,081	5	801,222
2008	35	17,513,198	60	7,154,664	20	25,987,924	30	10,290,322	0	-	4	383,000
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

* Through Aug 2015 *Source: City of Shoreline*

Development Fee Historical Comparison & Forecast



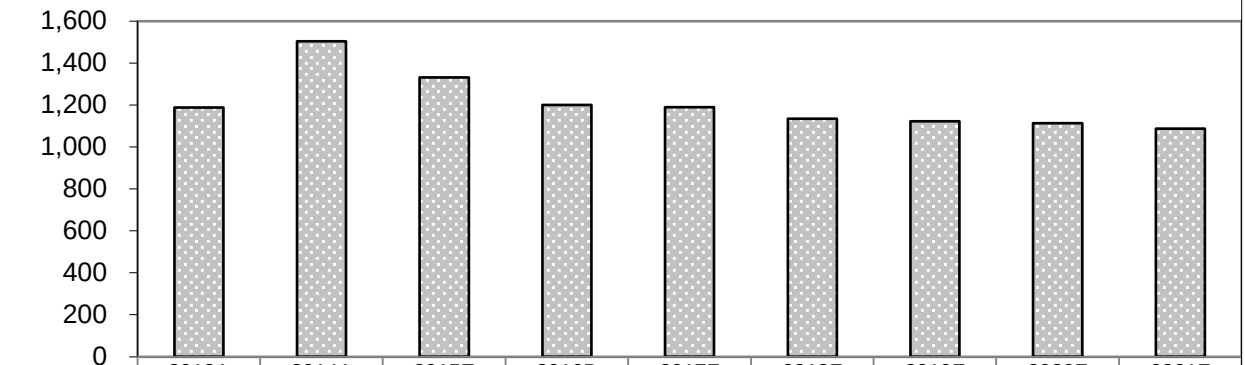
	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016B
Total Revenue	$1,728,525	$1,106,373	$788,777	$633,990	$1,118,093	$1,195,854	$1,188,103	$1,503,170	$1,013,750	$1,200,000
Revenue (One-Time)	$220,000	$-	$-	$-	$481,250	$176,311	$4,132	$20,819	$-	$-
Revenue (Base)	$1,508,525	$1,106,373	$788,777	$633,990	$636,843	$1,019,543	$1,183,971	$1,482,351	$1,013,750	$1,200,000
Permits (One-Time)	-	-	-	-	62	22	11	13		
Permits (Base)	2,208	1,801	1,729	1,651	1,880	2,084	2,232	2,618		
Total Permits	2,208	1,801	1,729	1,651	1,942	2,106	2,243	2,631		

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

Projected revenue for 2015 totals $1,331,989 which is 11.4% lower than 2014 collections. 2016 revenue of $1,200,000 is down from 2015 projections by 9.9%, and equates to 3.4% of the total General Fund operating revenues. The base level of revenue is expected to remain above $1.1 million, through 2020. Revenue is projected to remain well above the 2009 level through the ten year forecast period.

CHART 28

Development Permit Fee Revenue



	2013A	2014A	2015E	2016B	2017F	2018F	2019F	2020F	2021F
Revenue	1,188,103	1,503,170	1,331,989	1,200,000	1,189,267	1,134,459	1,122,449	1,112,762	1,087,829
$ Change	($3,270)	$315,067	($171,181)	($131,989)	($10,733)	($54,808)	($12,010)	($9,686)	($24,934)
% Change	(0.3%)	26.5%	(11.4%)	(9.9%)	(0.9%)	(4.6%)	(1.1%)	(0.9%)	(2.2%)

Sources: City of Shoreline; The Puget Sound Economic Forecaster History and Ten-Year Forecast, June 2015

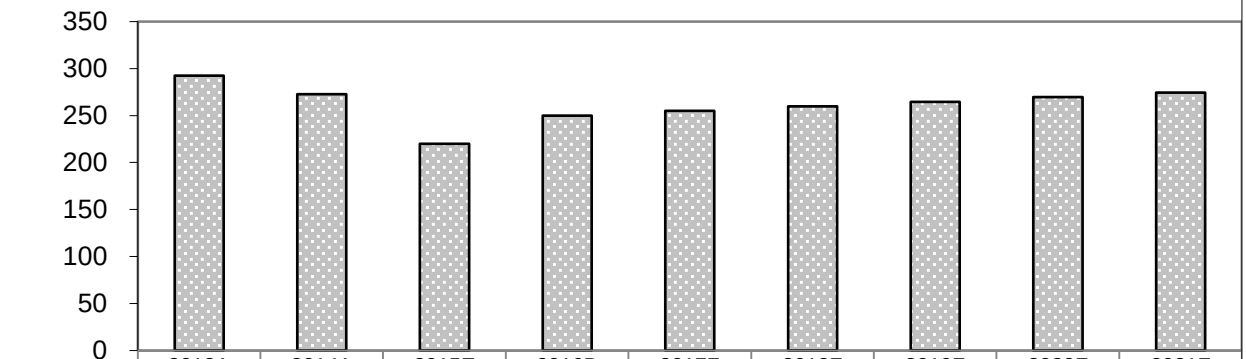
Right-of-Way Permit Fees

Fees are charged for the use of the City's right-of-way. This revenue source was affected by the drop in the level of construction activity occurring within the City during the recession. In 2012, many local utilities made significant upgrades to their infrastructure, resulting in the collection of fees totaling $315,400. 2016 projected revenues have been reduced to $250,000 which is 0.7% of the total General Fund operating revenues. The chart below shows collections vary from year to year based on the level of activity. Future revenues are expected to rise by 1.8% to 1.9%, which is equal to projected inflation rates, from the 2016 base of $250,000.

Right-of-Way Permit Fee Historical Comparison & Forecast

CHART 29

Right-of-Way Permit Fee Revenue



	2013A	2014A	2015E	2016B	2017F	2018F	2019F	2020F	2021F
Revenue	292,504	272,765	220,000	250,000	254,798	259,697	264,550	269,492	274,338
$ Change	($22,896)	($19,739)	($52,765)	$30,000	$4,798	$4,899	$4,853	$4,942	$4,846
% Change	(7.3%)	(6.7%)	(19.3%)	13.6%	1.9%	1.9%	1.9%	1.9%	1.8%

Source: City of Shoreline

Grants

In 2016, the General Fund is projected to receive $207,541 in grant funding from a variety of sources to support health and human services programs, emergency management, and recycling programs. The City is projecting to receive $405,857 in grants during 2015. There are several grants that the City received in 2015 that are not typically received each year. They included a Byrne Memorial Grant totaling $9,935; Cooperative Forestry Assistance Grant totaling $2,000; and a grant from the EPA National Estuary Program totaling $23,075. 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. Fuel taxes are assessed as cents per gallon; therefore, fuel tax revenue depends on the number of gallons sold, not the dollar value of the sales. Gasoline and diesel fuel prices and Washington personal income are the primary variables affecting fuel consumption. Fuel prices are forecast to decrease over the next two years and personal incomes are anticipated to increase, both of these factors may contribute to an increase in gallons sold and fuel tax revenue received.

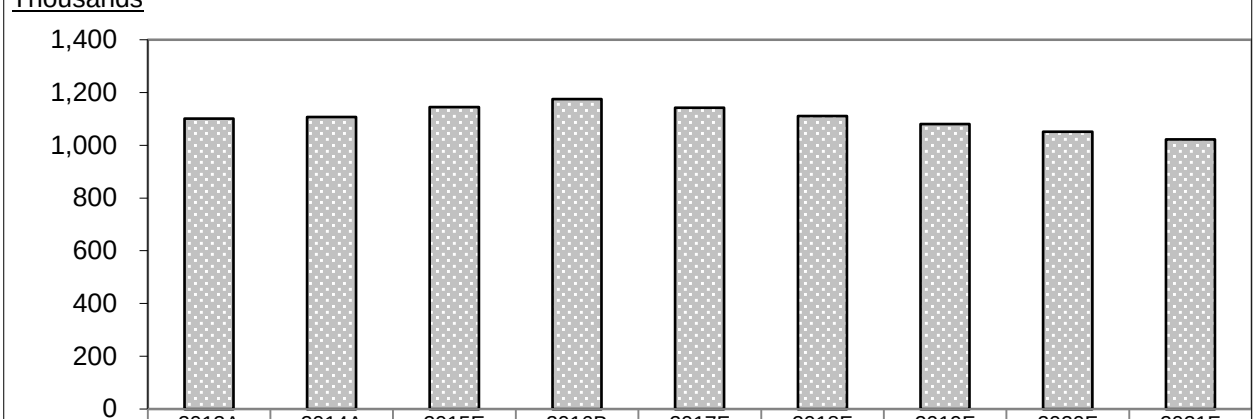
The 2015 legislative session produced a transportation package that was adopted in 2nd ESSB 5987, laws of 2015, 3rd sp. session. The results of this legislation is that there will be an increase in the motor vehicle fuel tax of 11.9 cents. The tax will increase over the next two years with the first increase in place as of August 1, 2015 and the second increase to be effective July 1, 2016. The resulting revenues from the motor vehicle fuel tax increase are being shared with cities and counties based upon a set allocation provided in the bill. The direct transfers are to be split equally between cities and counties and the distributions will began with the 3rd and 4th quarter of 2015. This fuel tax increase may have an impact on the number of gallons sold at the pump.

2014 collections totaled $1,107,076, which were up from 2013 collections of $1,101,243 by $5,833, or 0.5%. Revenues are projected to increase during 2015 to $1,145,668 and 2016 to $1,175,565. Due to the continued decline in consumption we are projecting annual revenue decreases of 2.8%.

Fuel Tax Historical Comparison & Forecast

CHART 30

Fuel Tax Revenue



	2013A	2014A	2015E	2016B	2017F	2018F	2019F	2020F	2021F
Revenue	1,101,243	1,107,076	1,145,668	1,175,565	1,143,149	1,111,626	1,080,973	1,051,166	1,022,180
$ Change	$14,117	$5,833	$38,592	$29,897	($32,416)	($31,522)	($30,653)	($29,808)	($28,986)
% Change	1.3%	0.5%	3.5%	2.6%	(2.8%)	(2.8%)	(2.8%)	(2.8%)	(2.8%)

Source: City of Shoreline

Surface Water Utility Fund

The 2016 budget accounts for the surface water utility operations in a Surface Water Utility Fund. This complex utility fund includes revenue from storm drainage utility fees, debt financing, grants and investment interest. It serves in both an operating and capital capacity and operates much like a private business.

Surface Water Management Fee

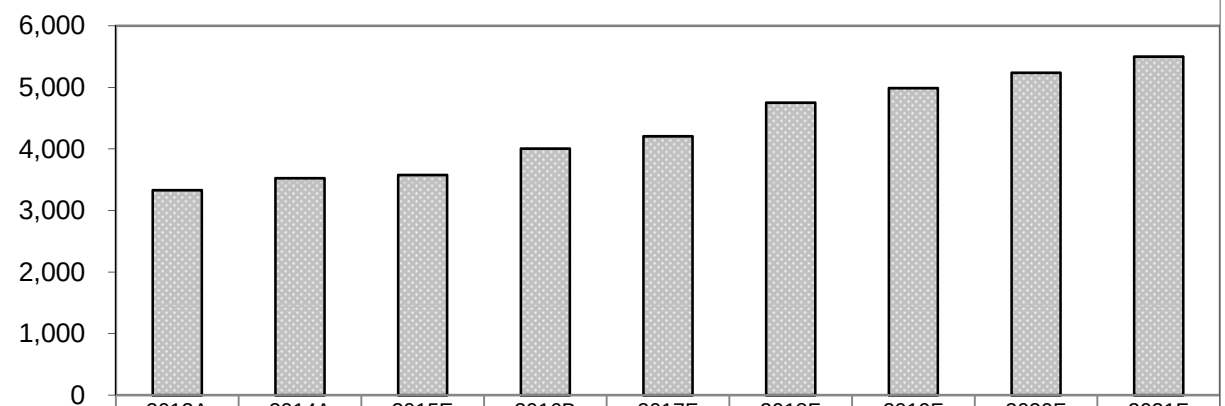
The City contracts with King County to collect the utility revenues via the annual property tax assessments. In 2005, the City Council adopted a Surface Water Master Plan. This plan includes operational needs and capital projects for the next twenty years to improve drainage, surface water facilities, and water quality within the City. This plan included a surface water utility fee structure that supports both the operational and capital needs of the utility. The annual rate for a single-family residence was $130 for the years 2009 through 2011. It increased by 2.5% for 2012 and increased by 3.0% in 2013, 2014, and 2015. It will increase 4.0% in 2016 if approved by Council. Future year rate increases are expected to be 5.0% each year for 2017 through 2021. Multi-family and commercial users are charged at a rate that reflects the area of impervious surface. These rates will be increased by the same percentages as those for a single-family residence. The City inherited a commercial / private stormwater facility inspection program from King County at incorporation and its associated fee credit for those property owners that pass the City's maintenance inspections. This credit provides a one-rate category fee reduction for those facilities that pass a maintenance inspection. This credit will be phased out over a period of two years beginning in 2016 with a 50% reduction and full elimination in 2017. In 2012, the Surface Water Utility established the Education Fee Credit (EFC) program which provided a credit up to 100% of its standard rates based on the value of an approved educational curriculum that promoted water quality and environmental awareness. Ordinance No. 642 establishing the EFC Program included a provision to sunset the program on July 1, 2015.

Projected 2015 revenue totals $3,576,183. 2016 collections are expected to increase to $4,004,586 if the 4.0% rate increase is approved by Council and as a result of the sunset of the EFC Program.

Surface Water Utility Fund Historical Comparison & Forecast

CHART 31

Surface Water Fee Revenue



	2013A	2014A	2015E	2016B	2017F	2018F	2019F	2020F	2021F
Revenue	3,329,557	3,525,985	3,576,183	$4,004,586	$4,204,815	$4,751,301	$4,988,866	$5,238,309	$5,500,224
$ Change	$118,550	$196,428	$50,198	$428,403	$200,229	$546,485	$237,565	$249,443	$261,915
% Change	3.7%	5.9%	1.4%	12.0%	5.0%	13.0%	5.0%	5.0%	5.0%

Source: City of Shoreline

Capital Improvement Fund Revenues

Real Estate Excise Tax (REET)

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

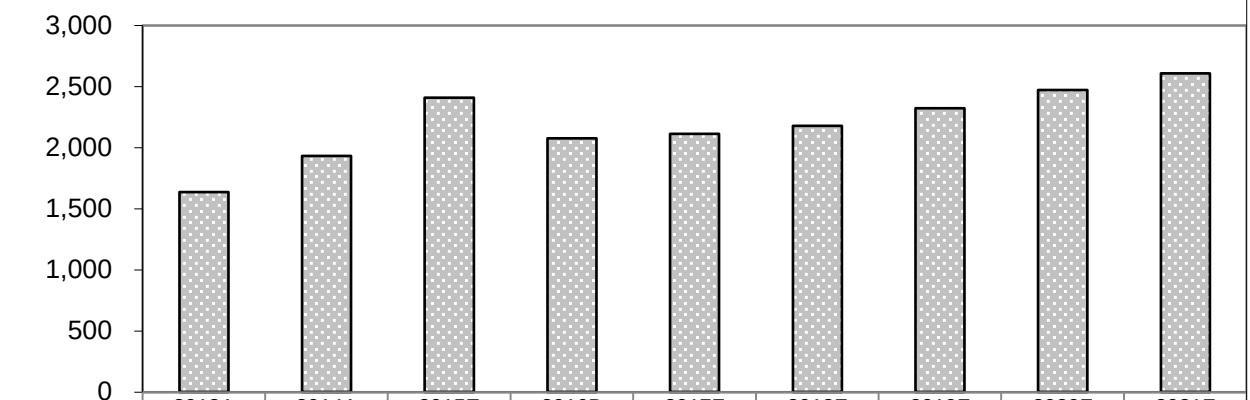
Collections increased in 2013 by 25.5%, to a total of $1,634,442, and in 2014 by 18.2%, to a total of $1,931,194. Collections for 2015 are projected to increase by 24.7% to $2,408,348. Projected revenues for 2016 to 2021 are based on the projected increase in the average sales price and in the projected level of real estate sales.

Starting in 2009, a portion of the first 0.25% of the tax is being used for debt service payments for City Hall. During 2016, we expect to use $664,546 for this purpose. This is also projected to be the amount of REET required for the debt service in future years.

Real Estate Excise Tax (REET) Historical Comparison & Forecast

CHART 32

Real Estate Excise Tax Revenue



	2013A	2014A	2015E	2016B	2017F	2018F	2019F	2020F	2021F
Revenue	1,634,442	1,931,194	2,408,348	$2,076,292	$2,112,668	$2,177,544	$2,322,320	$2,471,860	$2,606,476
$ Change	$332,160	$296,752	$477,154	($332,056)	$36,376	$64,876	$144,776	$149,540	$134,616
% Change	25.5%	18.2%	24.7%	(13.8%)	1.8%	3.1%	6.6%	6.4%	5.4%

Sources: City of Shoreline; The Puget Sound Ecomomic Forecaster History and Ten-Year Forecast, June 2015

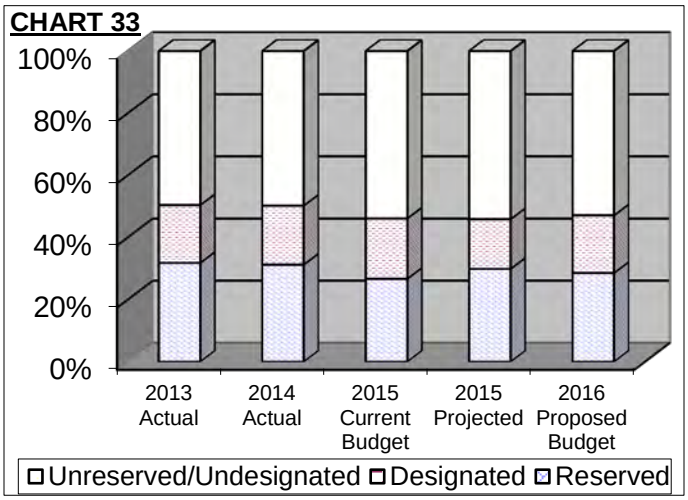
Capital Grants

In 2016, Shoreline is projected to receive $4.03 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 – 192nd 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.

Ending Fund Balances

The following table and graphs illustrate the City's ending fund balance between 2013 and 2016. The fund balances are segregated into three major components: unreserved/undesignated, reserved, and designated.

	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Proposed Budget
Reserved:					
General Capital Fund	3,053,637	2,690,075	2,360,417	2,515,749	1,662,295
City Facility -Major Maintenance Fund	190,703	229,020	5,944	35,944	1,925
Roads Capital Fund	3,062,432	3,937,477	1,638,897	2,993,168	1,558,059
Street Fund	901,854	992,808	806,964	888,977	698,501
Traffic Impact Fees Fund	-	-	-	200,000	40,225
2006 Unltd. General Obligation Bond Fund	38,718	30,140	17,965	17,965	7,590
2009 Ltd. General Obligation Bond Fund	302	1,798	1,798	1,798	1,798
2013 Ltd. General Obligation Bond Fund	-	-	-	-	-
Surface Water Utility Fund	3,274,529	2,783,456	2,348,030	1,510,129	1,399,452
Subtotal Reserved	10,522,175	10,664,774	7,180,015	8,163,730	5,369,845
Designated:					
Equipment Replacement Fund	2,245,379	2,388,898	1,769,369	1,988,194	2,282,906
Vehicle Maintenance & Operations	109,894	162,253	147,253	129,022	114,022
Unemployment Fund	67,396	78,800	61,300	68,800	51,300
Code Abatement Fund	173,119	175,598	156,148	172,052	152,602
State Drug Enforcement Forfeiture Fund	154,631	199,055	199,055	202,402	52,402
Federal Drug Enforcement Forfeiture Fund	180,626	289,137	244,137	234,874	74
Federal Criminal Forfeiture Fund	1,786,487	1,766,235	1,270,822	177,601	-
Property Tax Equalization Fund	1,188,891	1,189,995	1,189,995	1,189,995	708,411
Public Art Fund	251,803	233,524	184,116	199,616	121,900
Subtotal Designated	6,158,226	6,483,495	5,222,195	4,362,556	3,483,617
Unreserved/Undesignated:					
General Fund	11,276,225	11,863,007	9,359,264	9,645,545	4,801,069
Revenue Stabilization Fund	5,150,777	5,150,777	5,150,777	5,150,777	5,150,777
Subtotal Unreserved/Undesignated	16,427,002	17,013,784	14,510,041	14,796,322	9,951,846
	33,107,403	**34,162,053**	**26,912,251**	**27,322,608**	**18,805,308**



Unreserved/Undesignated Fund Balances

The unreserved/undesignated fund balance is the balance of net financial resources that are available for discretionary appropriations. The 2016 proposed budget estimates unreserved/undesignated fund balance of $9,951,846 at the end of 2016.

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 $5,369,845 at the end of 2016.

Designated Ending Fund Balances

The third component of ending fund balances, totaling $3,483,617 in 2016, 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
2016 Budget Compared to 2015 Projected

	2015 Projected Ending Fund Balance	2016 Proposed Ending Fund Balance	Change in Fund Balance	% Change
General Fund	$ 9,645,545	$ 4,801,069	$ (4,844,476)	(50%)
Street Fund	888,977	698,501	(190,476)	(21%)
Revenue Stabilization Fund	5,150,777	5,150,777	-	0%
Property Tax Equalization Fund	1,189,995	708,411	(481,584)	(40%)
Code Abatement Fund	172,052	152,602	(19,450)	(11%)
State Drug Enforcement Forfeiture Fund	202,402	52,402	(150,000)	(74%)
Federal Drug Enforcement Forfeiture Fund	234,874	74	(234,800)	(100%)
Federal Criminal Forfeiture Fund	177,601	-	(177,601)	(100%)
Public Art Fund	199,616	121,900	(77,716)	(39%)
Traffic Impact Fees Fund	200,000	40,225	(159,775)	(80%)
2006 Unltd. General Obligation Bond Fund	17,965	7,590	(10,375)	(58%)
2009 Ltd. General Obligation Bond Fund	1,798	1,798	-	0%
2013 Ltd. General Obligation Bond Fund	-	-	-	0%
General Capital Fund	2,515,749	1,662,295	(853,454)	(34%)
City Facility -Major Maintenance Fund	35,944	1,925	(34,019)	(95%)
Roads Capital Fund	2,993,168	1,558,059	(1,435,109)	(48%)
Surface Water Utility Fund	1,510,129	1,399,452	(110,677)	(7%)
Vehicle Operations Fund	129,022	114,022	(15,000)	(12%)
Equipment Replacement Fund	1,988,194	2,282,906	294,712	15%
Unemployment Fund	68,800	51,300	(17,500)	(25%)
	$ 27,322,608	**$ 18,805,308**	**$ (8,517,300)**	**(31%)**

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

General Fund – The 2016 ending fund balance is $4,844,476 less than the projected 2015 ending fund balance. Available fund balance is being used for the Operating Contingency of $710,634, the Insurance Reserve of $255,000, one-time CIP support of $2,650,000, and one-time supplemental requests totaling $1,228,842 as detailed in the Transmittal Letter.

Street Fund – The 2016 ending fund balance is $190,476 less than the projected 2015 ending fund balance. A total of $190,476 of accumulated funds from prior years is being appropriated to meet 2016 expenditure needs.

Property Tax Equalization Fund – The 2016 ending fund balance is $481,584 less than the projected 2015 ending fund balance. Accumulated funds will be transferred to the General Fund for one-time uses, including: jail services cost increases pending cost reduction implementation, vehicle replacement fund shortfall (one-time catchup), and net revenue loss for extended pool closure.

State Drug Enforcement Forfeiture Fund – The 2016 ending fund balance is $150,000 less than the projected 2015 ending fund balance. Accumulated forfeiture funds will be used for a one-time transfer to the General Capital Fund for the Police Station at City Hall project.

Federal Drug Enforcement Forfeiture Fund – The 2016 ending fund balance is $234,800 less than the projected 2015 ending fund balance. Accumulated forfeiture funds will be used for a one-time transfer to the General Capital Fund for the Police Station at City Hall project.

Federal Criminal Forfeiture Fund – The 2016 ending fund balance is $177,601 less than the projected 2015 ending fund balance. Accumulated funds will be used for a one-time transfer to the General Capital Fund for the Police Station at City Hall project.

Public Art Fund – The 2016 ending fund balance is $77,716 less than the projected 2015 ending fund balance. As capital projects have been constructed, funds have been accumulating in this fund. During 2016, work will continue on several public arts projects using the accumulated balance, including $29,808 for a supplemental request related to banners along Aurora Ave.

Traffic Impact Fees Fund – The 2016 ending fund balance is $159,775 less than the projected 2015 ending fund balance. Funding will be used for the N 175th St – Stone Ave N to I5 project.

2006 Unlimited General Obligation Bond Fund – The 2016 ending fund balance is $10,375 less than the projected 2015 ending fund balance. Accumulated fund balance from prior year levy proceeds will be used for a small portion of the 2016 debt service payments.

General Capital Fund – The 2016 ending fund balance is $853,454 less than the projected 2015 ending fund balance. Funding will be used for the following projects: Parks Repair and Replacement; Police Station at City Hall; Parks, Recreation and Open Space Update; Pool & Recreation Facility Master Planning; and, Turf & Lighting Repair and Replacement.

City Facility – Major Maintenance Fund – The 2016 ending fund balance is $34,019 less than the 2015 projected ending fund balance. Funding will be used for projects at city facilities including the Shoreline Pool, Richmond Highlands Community Center, and Spartan Recreation Center.

Roads Capital Fund – The 2016 ending fund balance is $1,435,109 less than the projected 2015 ending fund balance. Funding will be used for the following projects: Annual Road Surface Maintenance Program, Aurora Avenue North 192nd – 205th; Curb Ramp, Gutter and Sidewalk Maintenance; 10th Avenue NW Bridge; 145th Corridor Study; Einstein Safe Routes to School; Traffic Safety Improvements; Traffic Signal Rehabilitation Program; Transportation Master Plan Update; 25th Ave NE Sidewalks; Bike System Implementation; Echo Lake Safe Routes to School; Radar Speed Signs; and, 185th Corridor Study.

Vehicle Operations Fund – The 2016 ending fund balance is $15,000 less than the projected 2015 ending fund balance. These funds will be used as a contingency for increases in fuel and repair costs.

Equipment Replacement Fund – The 2016 ending fund balance is $294,712 greater than the projected 2015 ending fund balance. This funding will be used to support future purchases per the City Vehicle Use policy and equipment replacement schedule.

Unemployment Fund – The 2016 ending fund balance is $17,500 less than the projected 2015 ending fund balance. For 2016 accumulated fund balance will be used for expenditures instead of a transfer from the General Fund as the current fund balance is equal to approximately five years of average expenditures.

City of Shoreline Debt Policies

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. Instituting and maintaining 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.

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 $185,572,359 for 2015.

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 August of 2013, the City Council authorized the issuance of bonds totaling $3,565,000 for the acquisition and improvements to a maintenance facility. The bonds will be repaid over the next 20 years. In 2015 the City Council can levy up to $111,343,415, or 1.5%, of the City's estimated assessed value. Because the City currently has outstanding Councilmanic debt of $23,360,000 (as noted above), the remaining Councilmanic Debt Capacity for 2015 is $87,983,415.

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

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

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 $175,387,359 for 2015. The projected levy rate for 2016 collections is 23 cents per $1,000 assessed valuation.

3. 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 $185,572,359 for 2015.

CITY OF SHORELINE TOTAL DEBT CAPACITY

Assessed Valuation: **$7,422,894,359**

		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%	$ 111,343,415					$ 111,343,415
	2.50%		$ 185,572,359	$ 185,572,359		$ 185,572,359	$ 556,717,077
Debt Limit:		$ 111,343,415	$ 185,572,359	$ 185,572,359	$ -	$ 185,572,359	$ 668,060,492
Outstanding Debt:		$ (23,360,000)	$ -	$ (10,185,000)		$ -	$ (33,545,000)
Remaining Debt Capacity		$ 87,983,415	$ 185,572,359	$ 175,387,359		$ 185,572,359	$ 634,515,492

LONG-TERM DEBT

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

General obligation bonds currently outstanding are as follows:

Purpose	Maturity Range	Interest Rate	Original Amount	Outstanding 12/31/2014
Unlimited Tax General Obligation Bonds, 2006 - Parks and Open Space	2007 - 2021	3.55% - 4.09%	$18,795,000	$10,185,000
Limited Tax General Obligation Bonds, 2009 Series A - City Hall	2010 - 2017	3.00% - 4.00%	3,805,000	1,545,000
Limited Tax General Obligation Bonds, 2009 Series B (Taxable Build America Bonds-Direct Pay)- City Hall	2019 - 2039	4.69% - 6.40%	18,340,000	18,340,000
Limited Tax General Obligation Bonds, 2013 - Maintenance Facility	2014 - 2033	3.75%	3,565,000	3,475,000
Total			$44,505,000	$33,545,000

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

Year Ending December 31, 2014	Principal	Interest
2015	1,925,000	1,705,205
2016	1,995,000	1,633,730
2017	2,070,000	1,554,267
2018	2,150,000	1,464,842
2019	2,225,000	1,401,405
2020 - 2024	7,175,000	5,658,813
2025 - 2029	4,790,000	4,905,925
2030 - 2034	5,560,000	3,341,975
2035 - 2039	5,655,000	1,809,600
Total	$ 33,545,000	$23,475,761

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 was 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 were made to the watercourse from the Ronald Bog outlet to N. 167th Street along Corliss Avenue N. and near Corliss Place. This reduced the potential for flooding and high maintenance requirements of the existing system by replacing the existing pipe along the west side of Corliss Avenue 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 was 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.

Current PWTF loans outstanding at December 31, 2014 consisted of the following:

Issue Name	Amount Borrowed	Annual Installments	Final Maturity	Effective Rate	Outstanding 12/31/2014
State of WA Public Works Trust Fund Loans:					
Third Avenue Drainage Improvements	$ 1,959,500	$ 114,213	2021	0.005	$ 799,492
Ronald Bog Sub Basin Improvements	3,852,725	212,262	2021	0.005	1,485,831
Total	$ 5,812,225	$ 326,475			$ 2,285,323

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

	Business-Type Activities	
Year Ending December 31, 2014	Principal	Interest
2015	326,475	11,427
2016	326,475	9,794
2017	326,475	8,162
2018	326,475	6,529
2019	326,475	4,897
2020 - 2021	652,949	4,897
Total	$ 2,285,323	$ 45,706

Schedule of All Long Term Debt

Fund	Fund Name	Type of Debt	Issue Date	Maturity Date	Total Amount Authorized	Interest Rate	Outstanding Debt 12/31/2014	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%	$ 10,185,000	$ 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%	$ 19,885,000	$ 1,282,472
Fund 221	Ltd Tax GO Bond 2013	General Purpose Councilmanic Bonds - Maintenance Facility	8/21/2013	12/1/2033	$ 3,565,000	3.75%	$ 3,475,000	$ 258,979
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%	$ 1,485,831	$ 212,261
Fund 401	Surface Water Utility Fund	3rd Avenue Drainage Improvements	6/18/2001	7/1/2021	$ 1,959,500	0.5%	$ 799,492	$ 114,213
		Total Public Works Trust Fund Loans			$ 6,015,000		$ 2,285,323	$ 326,474
		Total Long Term Debt			$ 50,520,000		$ 35,830,323	$ 3,557,900

This page has been intentionally left blank.

City Council

This page has been intentionally left blank.

City Council
2016 Budget

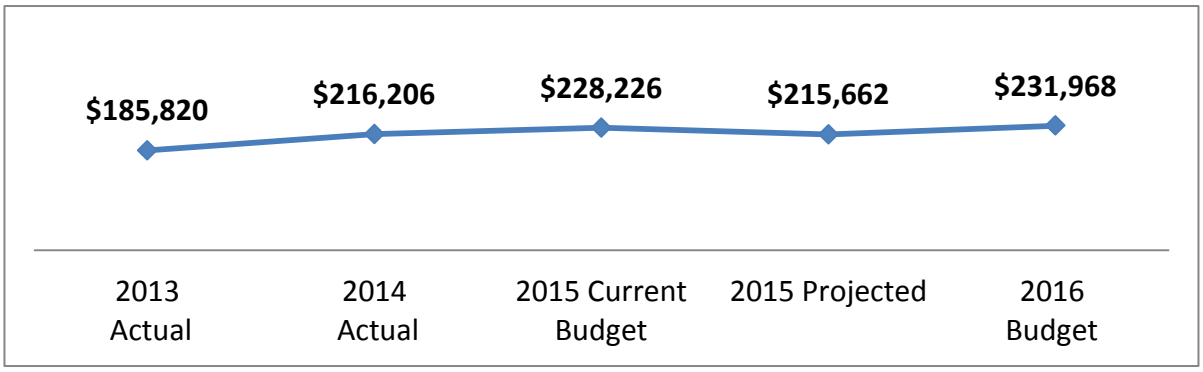
Department Mission Statement

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

City Council

7 Positions

Expenditures Comparison 2013 – 2016



City Council
2016 Budget

Staffing Summary by Program 2013 – 2016

Program	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
City Council	7.00	7.00	7.00	7.00	7.00	0.00	0.00%
Total FTE	7.00	7.00	7.00	7.00	7.00	0.00	0.00%

2016 Staffing Summary by Positions and FTEs

Position	Head Count	FTE Count
Mayor	1	0
Deputy Mayor	1	0
Councilmember	5	0
Department Total	7	0.00

2014 – 2016 CITY COUNCIL WORK PLAN

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

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

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

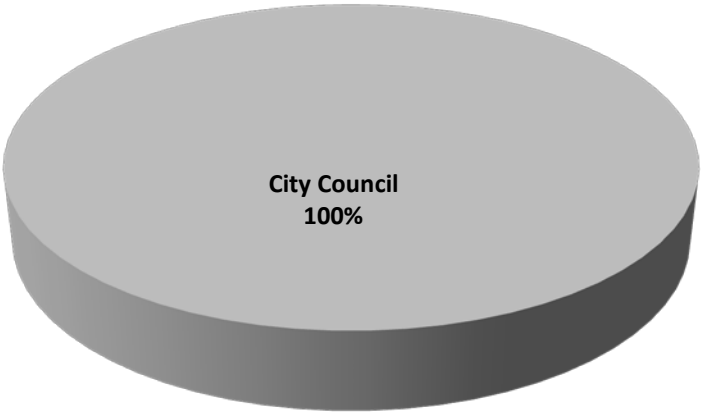
Goal No. 4: Enhance openness and opportunities for community engagement

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

City Council
2016 Budget

Expenditures by Program 2013 – 2016

Program Budget	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
City Council	$185,820	$216,206	$228,226	$215,662	$231,968	$3,742	1.64%
Total Program Budget	$185,820	$216,206	$228,226	$215,662	$231,968	$3,742	1.64%



Revenue by Program 2013 – 2016

Program Budget	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
City Council	$0	$0	$0	$0	$0	$0	0.00%
General Fund Subsidy	$185,820	$216,206	$228,226	$215,662	$231,968	$3,742	1.64%
Total Resources	$185,820	$216,206	$228,226	$215,662	$231,968	$3,742	1.64%

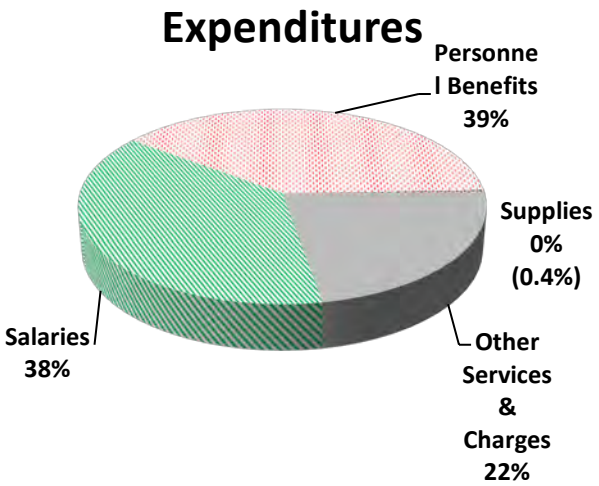
City Council
2016 Budget

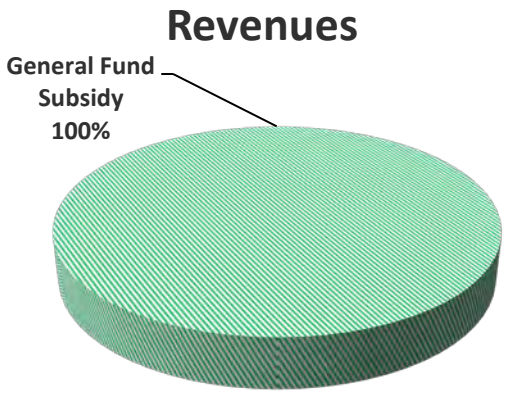
Expenditures by Type 2013- 2016

Object Category Name	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Salaries	$61,134	$76,200	$88,200	$76,200	$88,200	$0	0.00%
Personnel Benefits	$80,543	$81,860	$87,126	$85,099	$90,868	$3,742	4.29%
Supplies	$761	$13,118	$1,000	$1,100	$1,000	$0	0.00%
Other Services & Charges	$43,382	$45,028	$51,900	$53,263	$51,900	$0	0.00%
Intergovernmental Services	$0	$0	$0	$0	$0	$0	0.00%
Total Expenditures	$185,820	$216,206	$228,226	$215,662	$231,968	$3,742	1.64%

Revenue by Type 2013 – 2016

Revenue Source	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Other Revenue	$0	$1	$0	$0	$0	$0	0.00%
General Fund Subsidy	$185,820	$216,205	$228,226	$215,662	$231,968	$3,742	1.64%
Total Resources	$185,820	$216,206	$228,226	$215,662	$231,968	$3,742	1.64%





Budget Changes

Expenditures

- Personnel benefits increased 4.29%.

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	**2012**	**2013**	**2014**	**2015 Est.**	**2016 Proj.**
Percentage of residents that are very/somewhat satisfied with the overall quality of leadership	**59%**	**59%**	**59%**	**59%**	**59%**
Percentage of residents who believe the City is moving in the right direction	**72%**	**72%**	**65%**	**65%**	**65%**

This page has been intentionally left blank.

City Manager's Office

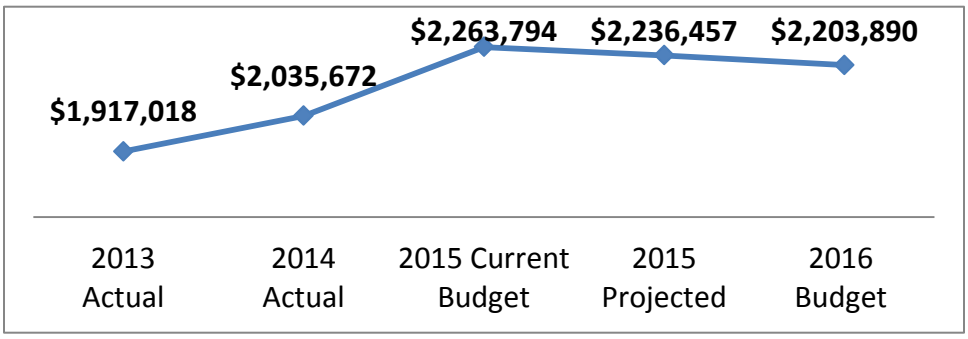
This page has been intentionally left blank.

City Manager's Office
2016 Budget

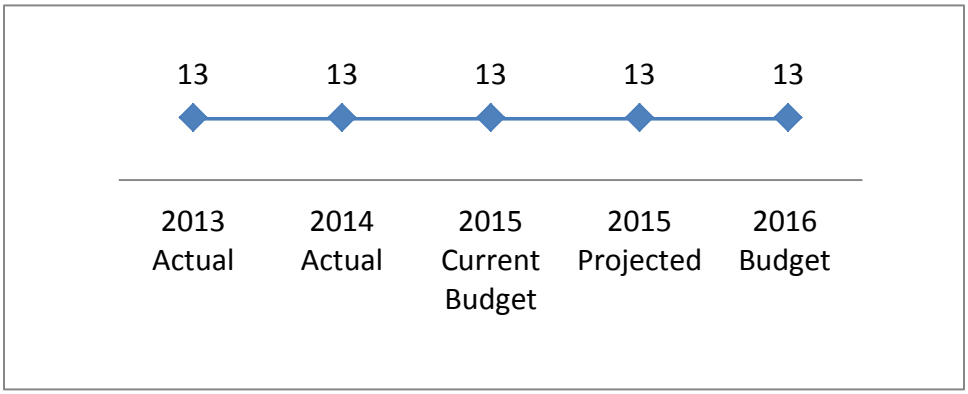
Department Mission Statement

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

Expenditures Comparison 2013 – 2016



Staffing Trend 2013 – 2016



City Manager's Office
2016 Budget

Staffing Summary by Program 2013 – 2016

Program	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
City Manager's Office	6.00	6.00	5.00	5.00	5.00	0.00	0.00%
Public Records and City Council Meeting Management	4.00	4.00	4.00	4.00	4.00	0.00	0.00%
Communications Program	0.75	0.75	1.75	1.75	2.00	0.25	14.29%
Intergovernmental Program	1.25	1.25	1.25	1.25	1.00	(0.25)	(20.00%)
Economic Development Program	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Total FTE	13.00	13.00	13.00	13.00	13.00	0.00	0.00%

2016 Staffing Summary by Positions and FTEs

Position	Head Count	FTE
City Manager	1	1.00
Assistant City Manager	1	1.00
City Clerk	1	1.00
Economic Development Program Manager	1	1.00
Intergovernmental Programs Manager	1	1.00
Communications Program Coordinator	1	1.00
CMO Management Analyst	1	1.00
Executive Asst. to the City Manager	1	1.00
Deputy City Clerk	1	1.00
Administrative Assistant III	1	1.00
Records Coordinator	1	1.00
Communication Assistant	1	1.00
Administrative Assistant II	1	1.00
Department Total	13	13.00

2015 Council Goals and Work Plan Accomplishments

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

- Rebranded and completed Westminster Street vacation as part of the implementation of the Community Renewal Plan for Aurora Square.
- Substantially completed the annual update of the City's Engineering Development Manual.
- Completed Parks, Recreation and Cultural Services Cost Recovery and Fee Setting Framework and initiated review of development fee cost recovery analysis in implementing the 10-year Financial Sustainability Plan strategies.
- Held community events such as the Farmers Market at Aurora Square, Food Truck Shoreline in three neighborhoods, and seven Aurora Theatre Company performances.

- Created a promotional campaign to attract future residents and businesses.
- Adopted the Aurora Square Community Renewal Area Planned Action and Sign Code Ordinances.
- Worked to achieve restoration of state shared liquor revenues of over $55,000 for the 2015-2017 biennium, a new direct state distribution of marijuana revenues estimated at $50,000 for 2015-2017, and an increase in state gas tax revenues of over $72,000 for 2016.
- Completed Landscape Conservation and Local Infrastructure Program (LCLIP) Study.

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

- Substantially completed construction of the Aurora Corridor Improvement Project from N 192nd Street to N 205th Street.
- Created the Ronald Wastewater Assumption Transition Plan with representatives from the Ronald Wastewater Board of Commissioners and the City Council, along with District and City staff.
- Completed implementation of the roads/traffic and facilities/fleet asset classes of the City's new asset management system.
- Secured $25 million in the State Transportation Budget for 145th Street / SR 523 Corridor improvements.

Goal 3: Prepare for two Shoreline light rail stations

- Adopted 185th Street Station Subarea Plan, zoning map and development code regulations.
- Worked with Sound Transit to ensure two light rail stations in Shoreline were included in the route's preferred alternative and Record of Decision.

Goal 4: Enhance openness and opportunities for community engagement

- Held successful 'State of the City' Breakfast.
- Developed strategic communications plans for the Climate Action Plan and for Citywide external communications.
- Completed new Parks and Recreation registration software selection process.

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

- Submitted RADAR Program grant application to the Department of Justice for addressing mental illness in Shoreline.
- Conducted joint active school shooter training with Police/Fire Rescue Task Force with Shoreline Fire, North Shore Fire, and local police agencies.
- Conducted Crime Prevention Through Environmental Design (CPTED) review of North City Park and implemented recommendations from review. Completed CPTED for Paramount Open Space.
- Increased number of traffic and other citations issued by Shoreline Police resulting in lowered traffic accidents.
- Conducted three "Nurturing Trust - with Family, with Community" workshop series.

- Awarded design contract for siting Shoreline Police Station at City Hall.

2015 Operational Accomplishments

- Completed Point Wells financial annexation analysis.
- Updated the City's Critical Areas Ordinance.
- Conducted Compensation and Classification Study for all of the City's regular employee classifications.
- Implemented SharePoint software to streamline and create efficiencies in many of the City's processes.
- Trained City Council, Advisory Boards, and City staff on the open government and records laws.
- Began updating and revising the City's Public Records Policy and Procedures.

2016 Council Goals and Work Plan Objectives

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

- Continue to implement the 10-Year Financial Sustainability Plan.
- Implement promotional campaign to attract future residents and businesses.
- Implement Aurora Square Community Renewal Area projects such as conducting a regional surface water facility feasibility study, the redesign of Westminster Way N, and rebranding of Aurora Square.

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

- Complete the 145th Street / SR 523 Corridor Study in early 2016.
- Identify funding strategies to implement the City's Transportation Master Plan.
- Continue analysis of long-term water service provision alternatives.
- Implement Ronald Wastewater Assumption Transition Plan.
- Complete the Climate Wedge Analysis as part of the update to the City's Adopted Environmental Sustainability Strategy.
- Continue to implement the City's new asset management system.
- Complete the design and permitting phase of the Police Station's move to City Hall.
- Complete the design of the North Maintenance Facility redevelopment.

Goal 3: Prepare for two Shoreline light rail stations

- Adopt the 145th Street Station Subarea Plan and the associated zoning map and development code regulations.
- Begin developing the Transit Service Integration Policy.
- Work with Sound Transit to design and evaluate the City's two light rail stations.

Goal 4: Enhance openness and opportunities for community engagement

- Conduct usability testing and redesign of the City's Website.

- Continue to support neighborhood associations and volunteer initiatives and to host community forums and workshops.
- Implement new permit and code violation tracking system.

- Communicate and provide opportunities for public input on key policies and initiatives.
- Conduct biennial citizen satisfaction survey.

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

- Develop a relationship with the WA State Fusion Center for sharing information and coordinating efforts regarding criminal activity and terrorism.
- Conduct CPTED review of Brugger's Bog Park and implement recommendations from review.
- Continue to coordinate information and resources to address crime trends.
- Continue to communicate public safety and crime prevention tips through the City's different communication channels.

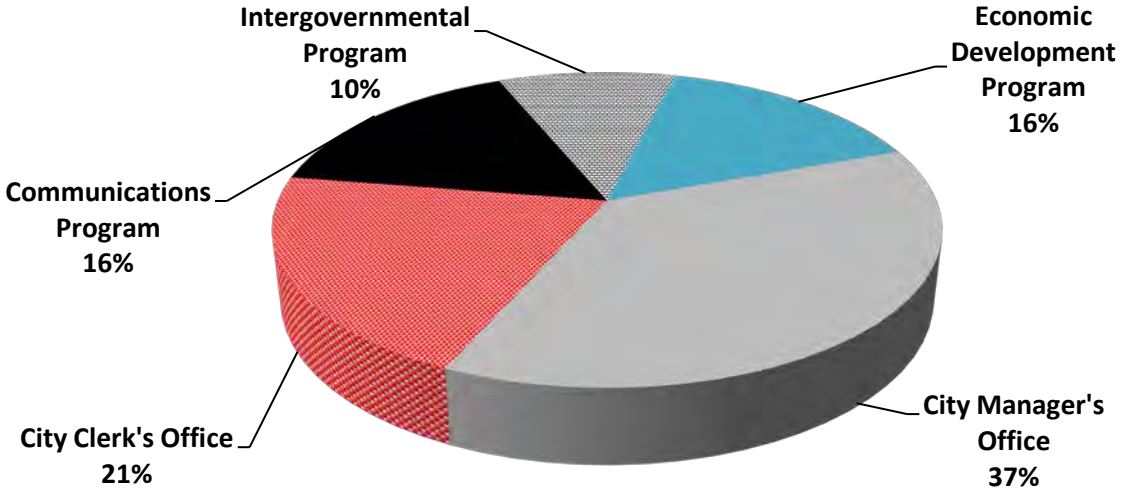
2016 Operational Objectives

- Develop framework for organizational process review and improvement.
- Re-evaluate existing, and explore new organization key performance indicators.
- Complete the Transportation Corridor Study related to proposed development at Point Wells.
- Complete the Public Arts Plan.
- Complete joint-use agreements with the Shoreline School District and Shoreline Community College.
- Update City development code to allow for Vegetation Management Plans.

City Manager's Office
2016 Budget

Expenditures by Program 2013 – 2016

Program Budget	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
City Manager's Office	$867,403	$854,624	$787,668	$787,668	$820,744	$33,076	4.20%
City Clerk's Office	$376,989	$383,787	$424,993	$417,952	$459,187	$34,194	8.05%
Communications Program	$145,898	$186,176	$303,669	$294,218	$357,184	$53,515	17.62%
Intergovernmental Program	$242,338	$237,092	$260,166	$257,907	$225,845	($34,321)	(13.19%)
Economic Development Program	$249,805	$355,485	$447,568	$447,568	$311,955	($135,613)	(30.30%)
Property Management Program	$25,130	$7,392	$7,392	$7,392	$7,392	$0	0.00%
Highland Park Center	$9,455	$11,116	$32,338	$23,752	$21,583	($10,755)	(33.26%)
Total Program Budget	$1,917,018	$2,035,672	$2,263,794	$2,236,457	$2,203,890	($59,904)	(2.65%)



Revenue by Program 2013 – 2016

Program Budget	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
City Manager's Office	$0	$0	$0	$0	$0	$0	0.00%
City Clerk's Office	$196,988	$201,401	$196,124	$196,044	$188,672	($7,452)	(3.80%)
Highland Park Center	$73,389	$74,342	$70,709	$75,162	$57,205	($13,504)	(19.10%)
General Fund Subsidy	$1,646,641	$1,759,929	$1,996,961	$1,965,251	$1,958,013	($38,948)	(1.95%)
Total Resources	$1,917,018	$2,035,672	$2,263,794	$2,236,457	$2,203,890	($59,904)	(2.65%)

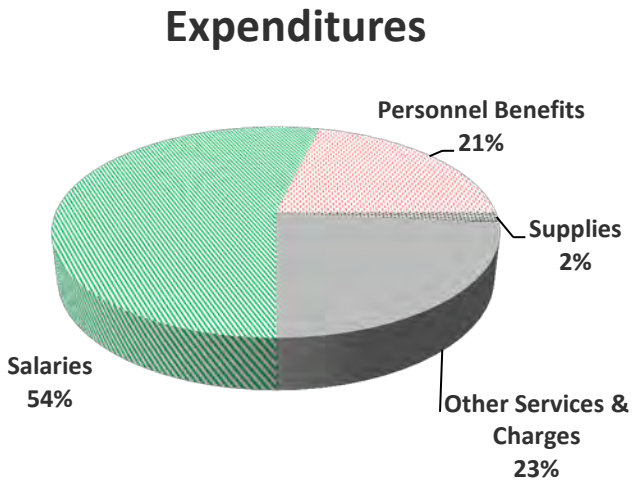
City Manager's Office
2016 Budget

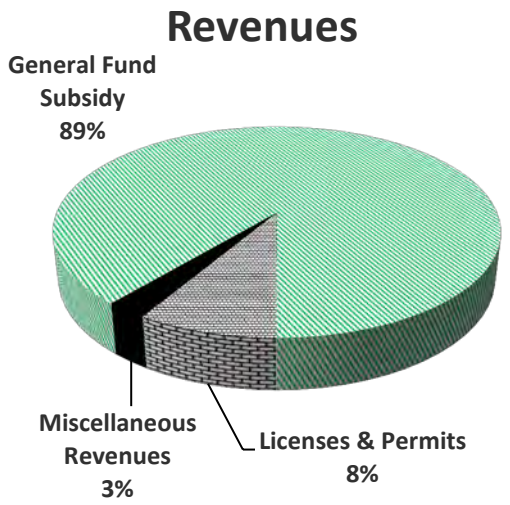
Expenditures by Type 2013 – 2016

Object Category Name	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Salaries	$1,089,748	$1,056,392	$1,134,192	$1,135,692	$1,184,688	$50,496	4.45%
Personnel Benefits	$384,766	$390,350	$440,725	$431,689	$464,869	$24,144	5.48%
Supplies	$13,781	$12,263	$44,425	$46,692	$37,075	($7,350)	(16.54%)
Other Services & Charges	$427,301	$575,217	$642,029	$619,870	$515,100	($126,929)	(19.77%)
Intergovernmental Services	$654	$804	$2,073	$2,164	$1,808	($265)	(12.78%)
Interfund Payments for Service	$768	$646	$350	$350	$350	$0	0.00%
Total Expenditures	$1,917,018	$2,035,672	$2,263,794	$2,236,457	$2,203,890	($59,904)	(2.65%)

Revenue by Type 2013 – 2016

Revenue Source	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Licenses & Permits	$196,519	$201,401	$189,650	$189,650	$187,422	($2,228)	(1.17%)
Intergovernmental Revenues	$0	$0	$0	$0	$0	$0	0.00%
Charges for Goods and Services	$469	$0	$6,424	$6,394	$1,200	($5,224)	(81.32%)
Fines and Penalties	$0	$0	$50	$50	$50	$0	0.00%
Miscellaneous Revenues	$73,389	$74,342	$70,709	$75,162	$57,205	($13,504)	(19.10%)
General Fund Subsidy	$1,720,030	$1,834,271	$2,067,670	$2,040,363	$1,958,013	($109,657)	(5.30%)
Total Resources	$1,917,018	$2,035,672	$2,263,794	$2,236,457	$2,203,890	($59,904)	(2.65%)





City Manager's Office
2016 Budget

Budget Changes

Revenues

- Removed one-time 2015 franchise reimbursement revenue (Charges for Goods and Services) of $5,224.
- Reduced the Highland Park Center lease by $13,504 as a result of tenant having to vacate to accommodate Police Station development. .

Expenditures

- Reduced City Manager's Office Program Supplies by a net $7,350 with the removal of the one-time 2015 allocation of $10,000 for promotional and special event materials to celebrate the City's 20th birthday and addition of $2,650 for the State of the City event.
- City Manager's Office's Professional Services: Removed one-time 2015 allocations of $10,000 for the completion and implementation of the Transition Plan for the assumption of the Ronald Wastewater District (RWD) and $25,000 for aid in continued organizational alignment, process improvement, and management development for the Leadership Team managers. Increased by $40,000 to provide support and professional services for the potential levy lid lift. Support would potentially include community polling effort and communications development for net $5,000 increase.
- Reduced Intergovernmental Program's Professional Services by $15,060 due a short 2016 legislative session.
- The Communication Assistant position (0.25 FTE) has been reallocated from the Intergovernmental Program to the Communications Program.
- Increased City Clerk's Office Extra Help budget by $22,545 to provide 16 hours per week to work on processing public disclosure requests. The extra help will improve the City's response time on requests and will free more of the City Clerk's time to work on other essential duties that need attention.
- Economic Development Professional Services: Removed one-time 2015 allocation of $200,000 to develop a customized strategy and associated tools used to market Shoreline. Added a one-time allocation of $40,000 to provide funding that will pay for advertising and events that promote the City. Increased the ongoing allocation for the

City's contract with the Shoreline Farmers Market Association (SFMA) by $19,700 to a total of $25,000 that will primarily assist with the funding of a Market manager.

- Reduced Highland Park Center's Repairs & Maintenance by $10,000 due to less need for repairs.

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	2012	2013	2014	2015 Est.	2016 Proj.
Percent of residents who are very/somewhat satisfied with the overall quality of services	75%	75%	73%	73%	75%
Percentage of employees who have a clear understanding of City's mission, goals, and organizational values	90%	90%	98%	98%	99%
Percentage of employees who rate the City as "one of the best" or "above average" as an organization to work for compared with other organizations	63%	63%	70%	70%	72%
Percentage of residents that say they trust the City of Shoreline to spend their tax dollars responsibly.	72%	72%	69%	69%	71%
Percentage of residents who are satisfied or very satisfied with the effectiveness of the City Manager and appointed staff	59%	59%	61%	61%	63%

Measurement: EFFICIENCY	2012	2013	2014	2015 Est.	2016 Proj.
Number of regular City employees per 1,000 population	2.68	2.62	2.66	2.68	2.73
Operating expenditures per capita (actual $)	$599	$637	$660	$717	$743
Operating expenditures per capita adjusted for inflation	$448	$470	$477	$510	$528
Program budget as a percent of the City's operating budget	2.6%	2.6%	2.4%	2.1%	2.4%
Support service costs as a percentage of the City's operating expenditures	15.58%	15.06%	15.25%	13.37%	13.12%
Total average process time to respond to citizen letters or emails (calendar days).	8	13	12	10	10

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	2012	2013	2014	2015 Est.	2016 Proj.
Percentage of residents who are satisfied with the quality of the City's newsletter, "Currents"	78%	78%	73%	73%	75%
Percentage of residents who are satisfied with the quality of the City's website	55%	55%	50%	50%	54%

Measurement: WORKLOAD	2012	2013	2014	2015 Est.	2016 Proj.
Number of website visits	88,000	100,000	328,214	538,961	575,000

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	2012	2013	2014	2015 Est.	2016 Proj.
Intergovernmental Relations as a percentage of the City's operating budget	**0.71%**	**0.35%**	**0.34%**	**0.34%**	**0.35%**

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	2012	2013	2014	2015 Est.	2016 Proj.
Percentage of City assessed valuation that is classified commercial	**22.14%**	**22.71%**	**20.02%**	**20.02%**	**18.02%**
Sales Tax Per Capita	**$130.32**	**$137.73**	**$139.05**	**$139.88**	**$142.16**

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 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	2012	2013	2014	2015 Est.	2016 Proj.
Percentage of City Council packets available to the public on the City website the day after receipt by City Councilmembers	100%	100%	100%	100%	100%
Percentage of external customers who rate the City Clerk's public discosure process as very good or excellent	100%	100%	100%	95%	100%

Measurement: WORKLOAD	2012	2013	2014	2015 Est.	2016 Proj.
Number of boxes of records accessioned into the Records Center	125	161	278	200	200
Number of City Council business meeting packets and sets of minutes produced	47	44	40	45	45
Number of contracts and property records, agreements processed, recorded, and/or filed	420	342	462	450	400
Number of Dinner / Special Meeting packets and minutes produced	/	/	27	24	24
Number of electronic files of public records provided	/	/	22,165	28,500	28,500
Number of public records requests processed	174	179	217	280	280
Number of specialty business licenses issued	107	78	119	130	100

Community Services

This page has been intentionally left blank.

Community Services
2016 Budget

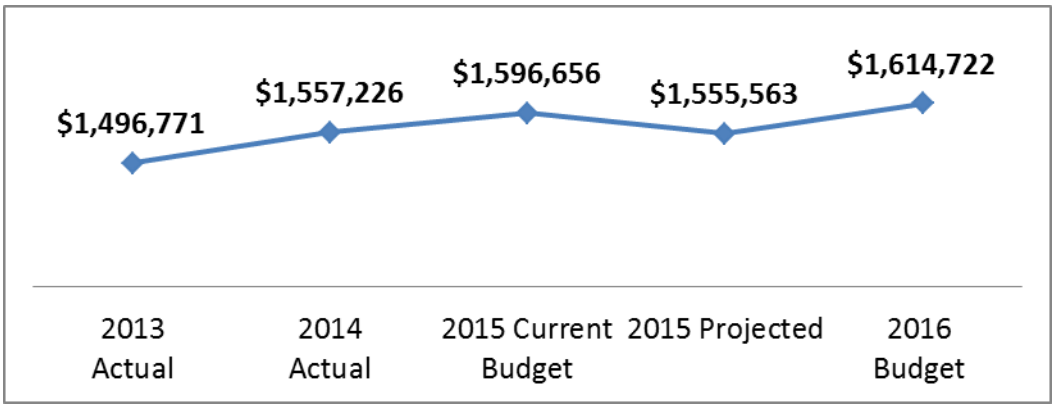
Department Mission Statement

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

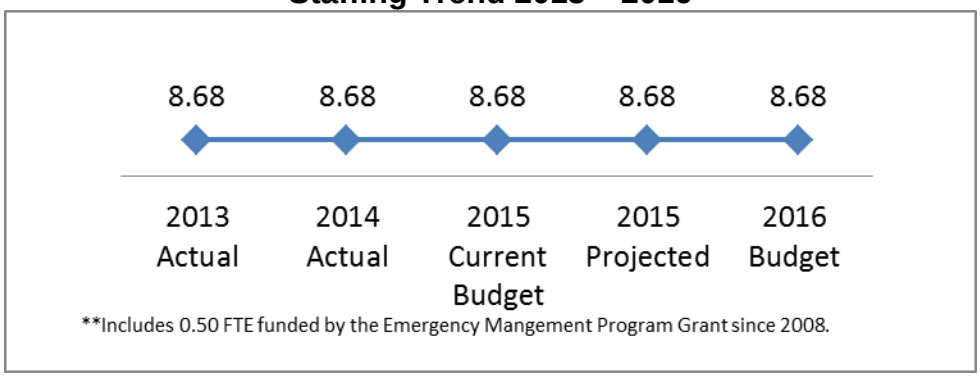
Community Services
Rob Beem - Community Services Manager (206) 801-2251

- Human Services 1.47 FTE
- Emergency Management Planning 1.79 FTE
- Neighborhoods 1.29 FTE
- 24 Hour Customer Response Team 2.15 FTE
- Code Enforcement Team 1.98 FTE

Expenditures Comparison 2013 – 2016



Staffing Trend 2013 – 2016



Community Services
2016 Budget

Staffing Summary by Program 2013 – 2016

Program	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Neighborhoods	1.29	1.29	1.29	1.29	1.29	0.00	0.00%
24 Hour Customer Service	2.23	1.86	1.90	2.31	2.15	0.25	13.44%
Code Enforcement Team	1.90	2.27	2.23	1.82	1.98	(0.25)	(11.01%)
Emergency Management Planning**	1.79	1.79	1.79	1.79	1.79	0.00	0.00%
Human Services	1.47	1.47	1.47	1.47	1.47	0.00	0.00%
Total FTE	8.68	8.68	8.68	8.68	8.68	0.00	0.00%

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

2016 Staffing Summary by Positions and FTEs

Position	Head Count	FTE
Community Services Manager	1	1.00
Grants Coordinator*	0	0.18
Neighborhoods Coordinator	1	1.00
Community Diversity Coordinator	1	0.50
Administrative Assistant II	2	2.00
Emergency Management Coordinator	1	1.00
Customer Response Team (CRT) Supervisor	1	1.00
CRT Representative	2	2.00
Department Total	9	8.68

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

2015 Council Goals and Work Plan Accomplishments

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

- Facilitated ongoing emergency preparedness planning and interaction with our regional utility and transportation partners.
- Worked with Seattle City Light and SPU on regional planning needs leading up to the 2016 Cascadia Subduction Zone Regional Exercise.

Goal 3: Prepare for two Shoreline light rail stations

- Assisted Planning and Community Development with communications to publicize planning meetings and process for the 185th and 145th Street station areas.

Goal 4: Enhance openness and opportunities for community engagement

- Neighborhood mini-grants funded five neighborhood community engagement projects.
- Implemented a new online registration for National Night Out Against Crime block parties to further improve ease of access by citizens.
- Supported seven neighborhood associations with their annual ‘signature’ events.
- Supported planning for three Shoreline World Dance Party events attracting over 300 people.

- Organized community meetings involving City staff from Planning, Transportation, Economic Development, and Police and various neighborhood groups.
- In partnership with the Center for Human Services, King County Housing Authority, Ballinger Neighborhood Association, Shoreline Fire, Police, other City staff, and Ballinger Homes youth and adults, implemented a Community Night fall event at Ballinger Homes.
- Established connections with International Community Health Services clinic to discuss possible collaborations between their outreach efforts to diverse resident populations and those of the City; leveraged free use of meeting room resources for community meetings.
- Established policy with Planning Department to notify Neighborhood Coordinator and relevant neighborhood leaders about scheduled public meetings pertaining to larger proposed development projects.

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

- Emergency Management supported the Shoreline School District's Emergency Preparedness Committee and recruited additional private school participation.
- Led Safe Neighborhoods/Safe Community team.
- Increased the City's presence at community festivals and events.
- Supported first case filing under the City's Chronic Nuisance Ordinance.

2015 Operational Accomplishments

- Implemented Youth Mental Health First Aid training reaching 100 adults.
- Provided leadership to local and regional work in Human Services and Emergency Management, enhancing Shoreline's presence and ensuring interests and needs are reflected in funding and resources available for services and programs.
- Completed update to the City's Comprehensive Emergency Management Plan.
- Conducted recruitments for three vacant positions due to retirements.
- Implemented Cityworks Asset Management program.

2016 Council Goals and Work Plan Objectives

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

- Engage regional utility and transportation partners, such as Metro Transit and Seattle Public Utilities in ongoing emergency preparedness planning and interaction.
- Update of the City of Shoreline Disaster Recovery Plan.

Goal 4: Enhance openness and opportunities for community engagement

- Implement a new Community Diversity Program to enhance the City's connections to and support of underrepresented communities.
- Support efforts of community volunteers in revitalizing neighborhood associations, specifically targeting the Hillwood, Meridian Park, North City, Highland Terrace, Richmond Highlands, and Westminster neighborhoods.
- Facilitate offering of the Community Emergency Response Team to community members expanding the City's team of trained volunteers that will be used during emergencies.

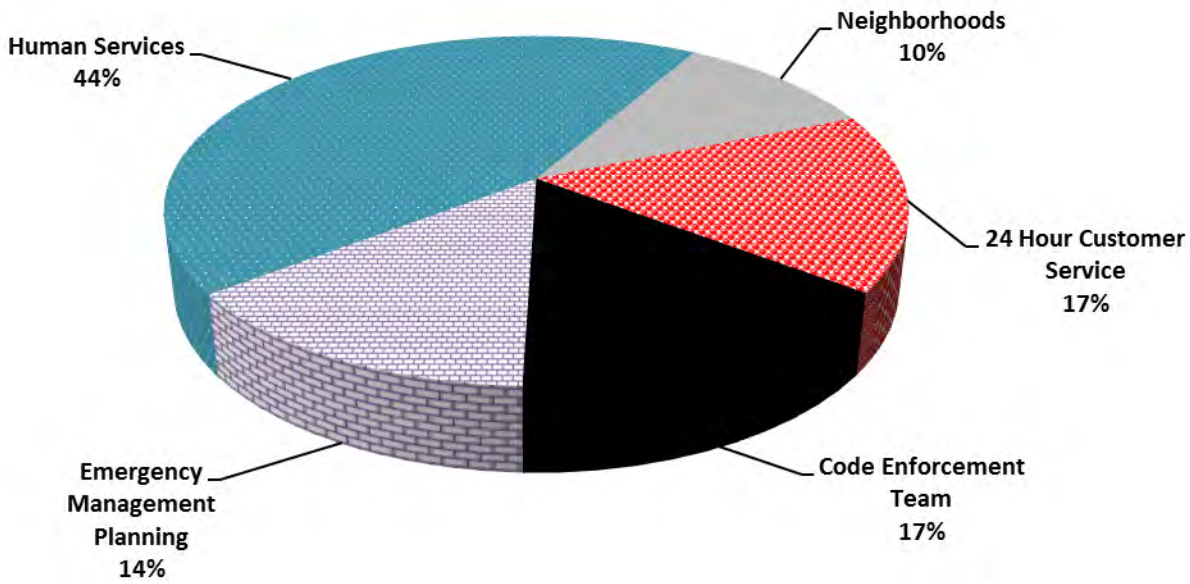
Community Services
2016 Budget

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

- Facilitate cross departmental team coordinating implementation of work plan items related to Safe Neighborhoods/Safe Community goal.
- Participate in Cascadia Subduction Zone regional exercise in June 2016.
- Ensure Emergency Operations Center (EOC) staff are proficient in the new EOC SharePoint Information Management tool.

Expenditures by Program 2013 – 2016

Program Budget	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Neighborhoods	$170,910	$173,773	$184,417	$206,940	$168,478	($15,939)	(8.64%)
24 Hour Customer Service	$239,732	$242,340	$245,257	$274,688	$266,385	$21,128	8.61%
Code Enforcement Team	$230,331	$232,837	$245,257	$215,826	$245,893	$636	0.26%
Emergency Management Planning	$189,348	$232,561	$209,941	$208,675	$227,300	$17,359	8.27%
Human Services	$666,450	$675,715	$711,784	$649,434	$706,666	($5,118)	(0.72%)
Total Program Budget	$1,496,771	$1,557,226	$1,596,656	$1,555,563	$1,614,722	$18,066	1.13%



Community Services
2016 Budget

Revenue by Program 2013 – 2016

Program Budget	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Emergency Management Planning	$47,003	$63,548	$34,448	$34,448	$36,471	$2,023	5.87%
Customer Response Team	$0	$75	$0	$0	$0	$0	0.00%
Human Services	$175,045	$180,018	$175,474	$177,580	$178,466	$2,992	1.71%
Total Program Revenue	$222,048	$243,641	$209,922	$212,028	$214,937	$5,015	2.39%
General Fund Subsidy	$1,274,723	$1,313,585	$1,386,734	$1,343,535	$1,399,785	$13,051	0.94%
Total Resources	$1,496,771	$1,557,226	$1,596,656	$1,555,563	$1,614,722	$18,066	1.13%

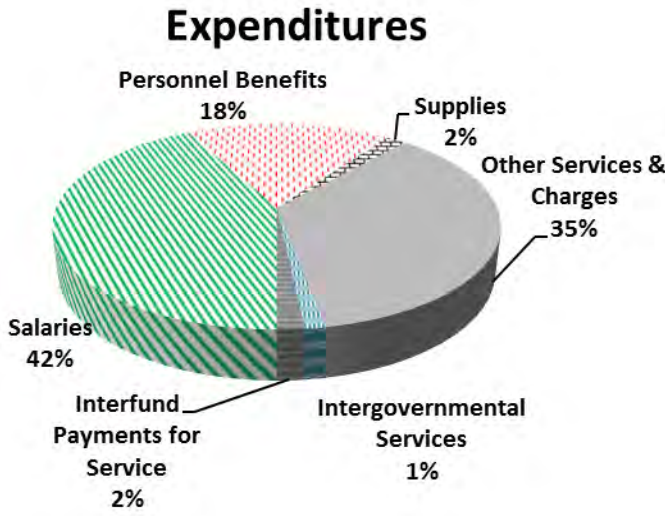
Expenditures by Type 2013 – 2016

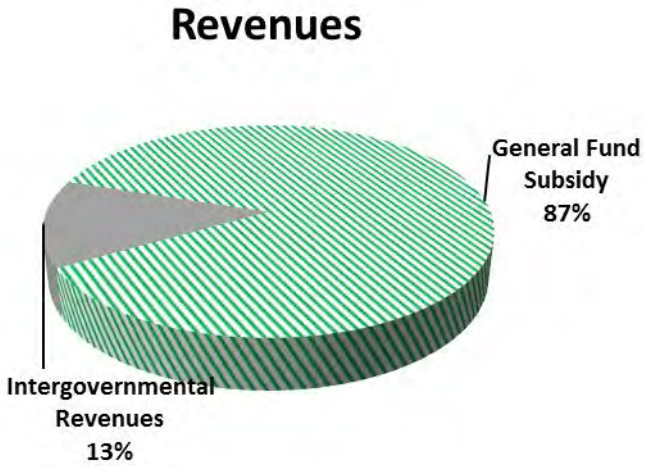
Object Category Name	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Salaries	$662,486	$672,551	$683,093	$663,951	$682,390	($703)	(0.10%)
Personnel Benefits	$249,430	$252,593	$253,547	$244,229	$284,373	$30,826	12.16%
Supplies	$19,794	$26,680	$28,602	$28,763	$27,183	($1,419)	(4.96%)
Other Services & Charges	$550,964	$572,554	$595,099	$583,460	$573,559	($21,540)	(3.62%)
Intergovernmental Services	$10	$17,043	$20,033	$18,878	$20,033	$0	0.00%
Capital Outlays	$0	$0	$0	$0	$0	$0	0.00%
Interfund Payments for Service	$14,087	$15,805	$16,282	$16,282	$27,184	$10,902	66.96%
Total Expenditures	$1,496,771	$1,557,226	$1,596,656	$1,555,563	$1,614,722	$18,066	1.13%

Revenue by Type 2013 – 2016

Revenue Source	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Intergovernmental Revenues	$222,047	$243,566	$209,922	$212,028	$214,937	$5,015	2.39%
Miscellaneous Revenues	$1	$75	$0	$0	$0	$0	0.00%
Total Revenue	$222,048	$243,641	$209,922	$212,028	$214,937	$5,015	2.39%
General Fund Subsidy	$1,274,723	$1,313,585	$1,386,734	$1,343,535	$1,399,785	$13,051	0.94%
Total Resources	$1,496,771	$1,557,226	$1,596,656	$1,555,563	$1,614,722	$18,066	1.13%

Community Services
2016 Budget





Budget Changes

Revenues

- Includes the Emergency Management Performance Grant (EMPG) estimated revenue of $36,471, which has been a declining revenue source due to the State's change in how it distributes funds more broadly among cities and counties throughout the state.

Expenditures

- Removed one-time programmatic increase of $15,000 for training and/or outreach for community members to address critical needs within the Shoreline community.
- Reflects a refocusing of the Human Services Planner position from a planning emphasis to more active community outreach and engagement focused on underserved and under-represented populations in Shoreline. The position is proposed to be re-titled as a Community Diversity Coordinator. Ongoing changes include $9,000 program support for the Community Diversity Coordinator. The costs are offset by shifts from $5,000 from Human Services general professional services for a net increase of $4,000.
- Includes General Fund support in the amount of $5,529 in 2016 for 0.50 FTE of an Administrative Assistant II position that supports the Emergency Management program. In 2012, the State began implementing a new model for distribution of federal EMPG funds. Though there was no reduction in Federal funding to the State, funding the new population based model will distribute funds more broadly among the cities and counties across the state. The result is a reduction in State revenues to Shoreline and many other King County cities with established emergency management programs.

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 Neighborhoods and neighborhood associations to build healthy, vibrant neighborhoods.

STRATEGIC OBJECTIVES:

Effective Citizen Communication and Engagement

Measurement: EFFECTIVENESS	2012	2013	2014	2015 Est.	2016 Proj.
Percentage of residents rating the condition of their neighborhoods as excellent or good	61%	61%	64%	64%	64%
Percentage of residents who think Shoreline is an excellent or good place to live	92%	92%	91%	91%	91%
Percentage of residents who think that the overall quality of life in the City is excellent or good	80%	80%	79%	79%	79%

Measurement: WORKLOAD	2012	2013	2014	2015 Est.	2016 Proj.
Dollar value of improvements funded through the mini-grant program	$10,711	$17,676	$16,319	$20,000	$20,000
Number of Neighborhoods/Grants	5	5	5	5	5

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	2012	2013	2014	2015 Est.	2016 Proj.
Average number of calendar days from request initiation to voluntary compliance (Strike 1 & 2)	38	33	43	35	35
Percent of abandoned vehicles tagged within 24 hours of notification	97%	95%	95%	95%	95%
Percentage of all code enforcement actions resolved by voluntary compliance (Strike 1&2)	98%	97%	97%	97%	97%
Percentage of cases closed by induced compliance (Strike 3) annually	37%	22%	40%	40%	40%
Percentage of cases open beyond 365 days (Strike 3)	85%	87%	90%	85%	75%

Measurement: EFFICIENCY	2012	2013	2014	2015 Est.	2016 Proj.
Number of Active Cases per FTE (Strike 3)	153	177	156	185	170
Number of code enforcement actions (Strike 1&2) per FTE	562	617	783	564	600
Number of Proactive CE Program actions	167	289	449	220	150

Measurement: WORKLOAD	2012	2013	2014	2015 Est.	2016 Proj.
Number of code enforcement requests for action	1,421	1,504	1,948	1,258	1,400
Number of service requests for parking/abandoned	848	698	711	610	600
Number of service requests for vandalism/graffiti	87	145	226	125	150

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	2012	2013	2014	2015 Est.	2016 Proj.
Percent of Hazard Mitigation Plan completed	**92%**	**95%**	**100%**	**63%**	**75%**
Percent of regular staff trained in emergency planning and preparedness	**95%**	**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	2012	2013	2014	2015 Est.	2016 Proj.
Number of classes and staff trained facilitated by EMC	**11:136**	**6:130**	**4:14**	**4:26**	**3:25**
Number of Community Emergency Response volunteers trained	**20**	**8**	**20**	**0**	**15**
Number of presentations and training provided to the community (block watches, neighborhoods, businesses, faith groups, civic groups and staff)	**30**	**11**	**18**	**9**	**10**
Number of table tops, functional and full scale excercises conducted	**1**	**1**	**1**	**2**	**1**

Measurement: INPUT	2012	2013	2014	2015 Est.	2016 Proj.
Amount of Grant funds awarded to the City	**$57,720**	**$35,720**	**$61,235**	**$40,083**	**$31,213**

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	2012	2013	2014	2015 Est.	2016 Proj.
Total loan value of major home repairs	$95,000	$73,452	$40,000	$50,000	$37,000

Measurement: EFFICIENCY	2012	2013	2014	2015 Est.	2016 Proj.
Program cost per capita	$12.84	$12.51	$12.59	$13.18	$11.92
Program expenditures as a percentage of City's operating budget	2.14%	1.99%	1.91%	1.70%	1.72%

Measurement: WORKLOAD	2012	2013	2014	2015 Est.	2016 Proj.
Number of community partnerships and collaborations supported	9	8	9	6	8
Number of major home repair projects completed	7	7	4	4	4
Number of minor home repairs households served.	55	51	49	50	45

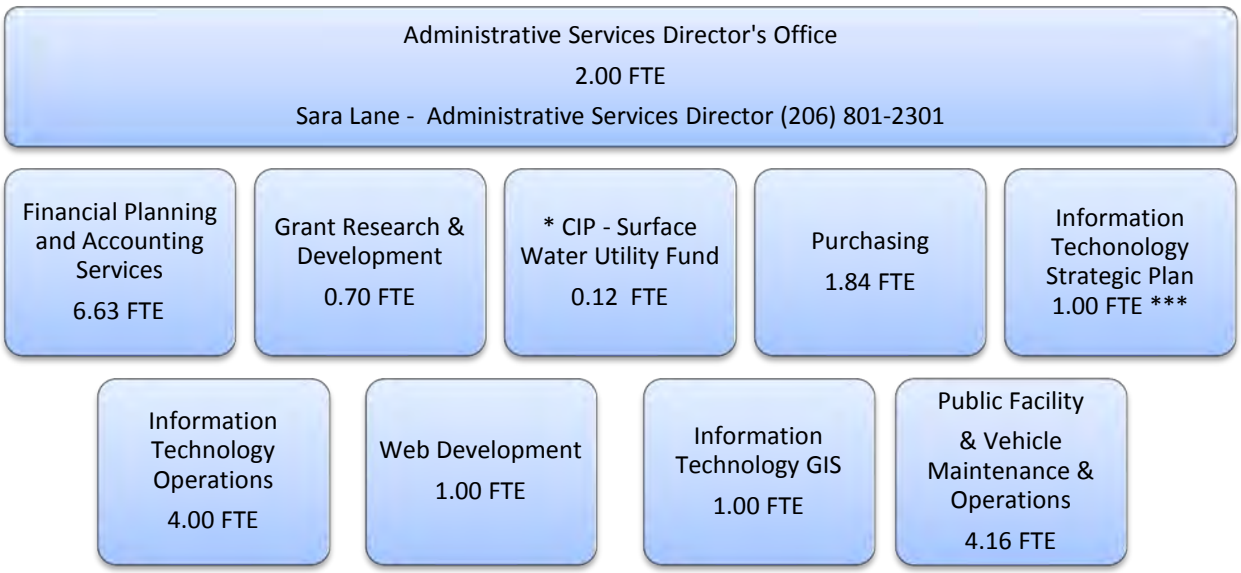
Administrative Services

This page has been intentionally left blank.

Administrative Services
2016 Budget

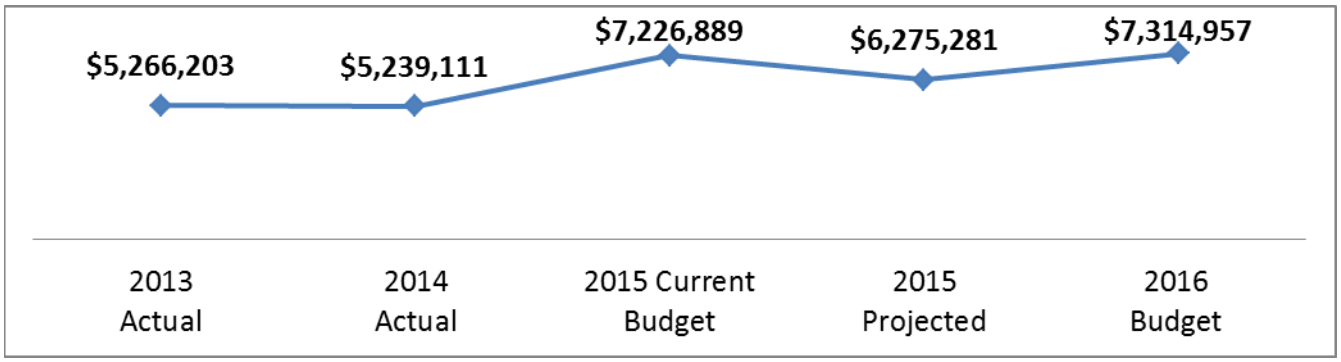
Department Mission Statement

The Administrative Services Department partners with City Departments to protect the long term sustainability and integrity of the City of Shoreline by delivering strategic future focused expertise in the areas of finance, purchasing, fleet, facilities, and information technology.



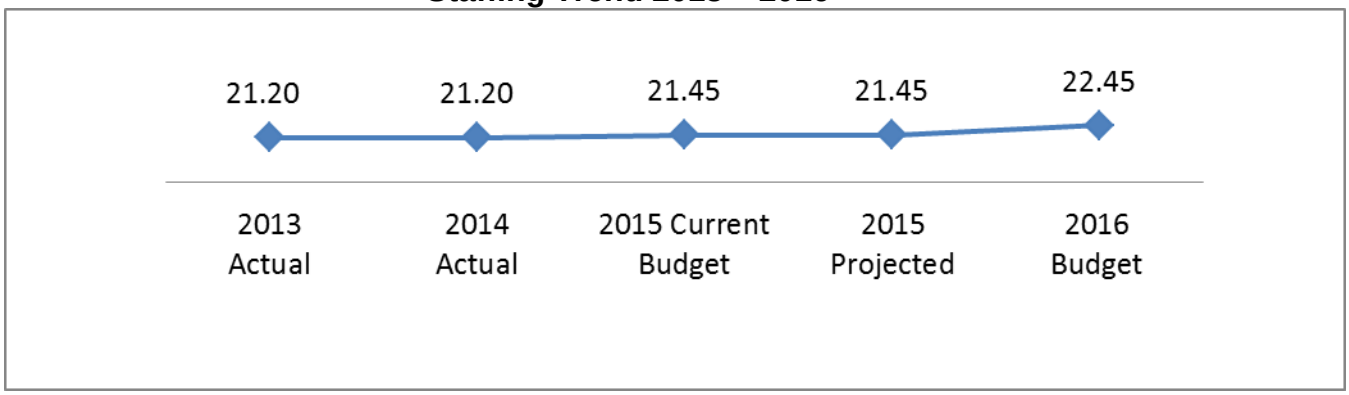
*Costs included in Public Works Surface Water Utility
***3-Year Term limited IT Project Manager Starting in 2016

Expenditures Comparison 2013 – 2016



Administrative Services
2016 Budget

Staffing Trend 2013 – 2016



Staffing Summary by Program 2013 – 2016

Program	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Administration Services Director's Office	2.00	2.00	2.00	2.00	2.00	0.00	0.00%
Financial Planning & Accounting Services	6.63	6.63	6.63	6.63	6.63	0.00	0.00%
Purchasing	1.25	1.64	1.84	1.84	1.84	0.00	0.00%
Public Facility & Vehicle Maintenance & Operations	4.50	4.11	4.16	4.16	4.16	0.00	0.00%
Geographical Information Services	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Information Technology Operations	4.00	4.00	4.00	4.00	4.00	0.00	0.00%
Information Technology Strategic Plan***	0.00	0.00	0.00	0.00	1.00	1.00	0.00%
Web Development	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Grant Research & Development	0.70	0.70	0.70	0.70	0.70	0.00	0.00%
Capital Projects	0.12	0.12	0.12	0.12	0.12	0.00	0.00%
Total FTE	21.20	21.20	21.45	21.45	22.45	1.00	4.66%

***3-Year Term limited IT Project Manager Starting in 2016

Administrative Services
2016 Budget

2016 Staffing Summary by Positions and FTEs

Position	Head Count	FTE
Administrative Services Director	1	1.00
Finance Manager	1	1.00
Central Services Manager	1	1.00
Information Systems Manager	1	1.00
Administrative Assistant III	1	1.00
Administrative Assistant II	1	1.00
Grants Coordinator	1	0.82
Budget Lead	1	1.00
Budget Analyst	1	1.00
Management Analyst	1	1.00
Staff Accountant	1	1.00
Payroll Officer	1	1.00
Buyer	1	1.00
AP/Payroll Technician	1	1.00
Finance Technician	1	0.63
Senior Facilities Maintenance Worker	1	1.00
Facilities Maint. Worker I	1	1.00
GIS Specialist	1	1.00
Web Developer	1	1.00
Network Administrator	1	1.00
IT Systems Analyst	1	1.00
Computer/Network Specialist	1	1.00
IT Project Manager***	1	1.00
Department Total	23.00	22.45

***3-Year Term limited IT Project Manager Starting in 2016

Administrative Services
2016 Budget

2015 Council Goals and Workplan Accomplishments

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

- Completed selection process for the new permit software system.
- Increased City's return on investments (10 Year Financial Sustainability Plan – 10YFSP).
- Completed cost recovery evaluation for Parks and Recreation Fees (10YFSP).
- Initiated cost recovery evaluation for Permitting Fees (10YFSP).
- Identified options for reducing General Fund contribution to Roads Capital Fund (10YFSP).

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

- Implemented Phase II Asset Management software (Cityworks).
- Completed purchase of new vehicles and equipment including: street sweeper, backhoe, asphalt patching machine with hook system, street sign truck with utility body, crack sealer, tilt and cargo trailers, Right of Way program minivan, and Street Operations pickup.
- Implemented new office supplies contract resulting in improved efficiency and better pricing.
- Coordinated the submission of grant applications to federal, state and local funders in support of the City's Capital Improvement Plan.

Goal 4: Enhance openness and opportunities for community engagement

- Led community groups on tours of Shoreline's LEED Gold city hall.
- Developed interactive maps for citizens to determine the impact of proposed rezoning actions.
- Published monthly financial updates on the website.

2015 Operational Accomplishments

- Implemented one-button lockdown for City Hall.
- Implemented new Parks and Recreation Registration and Rental System.
- Implemented SharePoint as a City collaboration tool to replace aging intranet.
- Negotiated two enhanced contracts for janitorial services at City facilities.
- Installed new bulkhead and removed underground storage unit at Shoreline Pool.

2016 Council Goals and Workplan Objectives

Goal 1: Strengthen Shoreline's economic base

- Implement new Permitting System with ability to submit permit requests online.
- Facilitate a discussion with the business community on potential B&O tax (10 YFSP).

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

- Move 1st floor City staff to the 3rd floor to support the Police Station at City Hall project.
- Plan for the Ronald Wastewater transition to Shoreline.

Goal 3: Prepare for two Shoreline light rail stations

- Support development of budget and cost sharing agreement with Sound Transit.

Goal 4: Enhance openness and opportunities for community engagement

- Implement a Customer Service Portal on City Website.

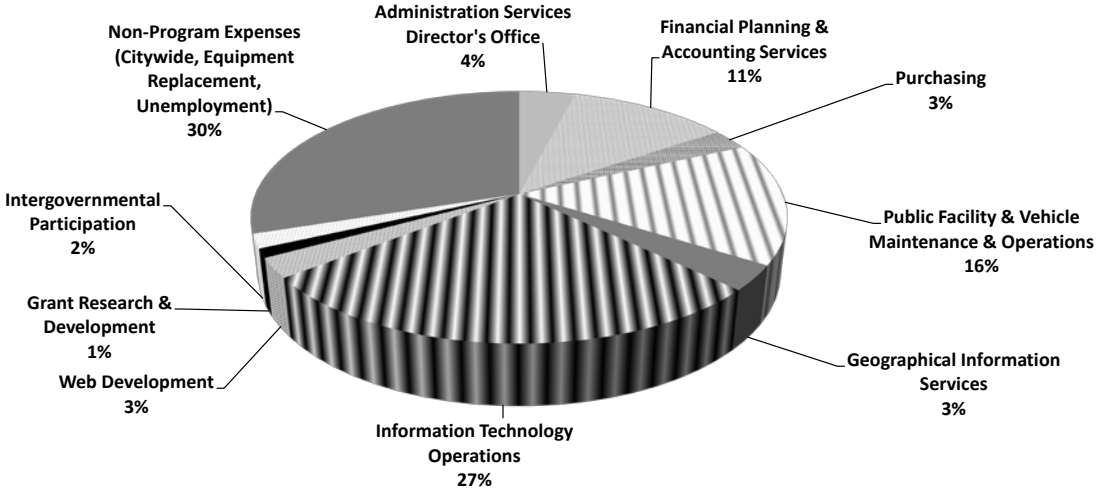
2016 Operational Objectives

- Develop requirements and begin implementation of a new or upgraded financial system.
- Explore opportunities for a biennial and/or performance based budget.

Administrative Services
2016 Budget

Expenditures by Program 2013 – 2016

Program Budget	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Administration Services Director's Office	$282,885	$287,203	$329,760	$283,343	$294,579	($35,181)	(10.67%)
Financial Planning & Accounting Services	$787,325	$722,370	$771,832	$769,847	$840,915	$69,083	8.95%
Purchasing	$128,760	$182,015	$193,105	$193,105	$197,015	$3,910	2.02%
Public Facility & Vehicle Maintenance & Operations	$901,722	$935,529	$1,117,913	$1,092,500	$1,145,008	$27,095	2.42%
Geographical Information Services	$167,069	$214,757	$247,143	$249,977	$235,197	($11,946)	(4.83%)
Information Technology Operations	$969,740	$1,180,848	$1,463,972	$1,460,212	$2,007,627	$543,655	37.14%
Web Development	$177,434	$170,175	$158,108	$170,041	$185,441	$27,333	17.29%
Grant Research & Development	$73,148	$80,098	$81,465	$81,978	$83,421	$1,956	2.40%
Intergovernmental Participation	$118,073	$117,813	$132,570	$128,676	$140,394	$7,824	5.90%
Non-Program Expenses (Citywide, Equipment Replacement, Unemployment)	$1,660,047	$1,209,328	$2,731,021	$1,845,602	$2,185,360	($545,661)	(19.98%)
Total Program Budget	$5,266,203	$5,100,136	$7,226,889	$6,275,281	$7,314,957	$88,068	1.22%



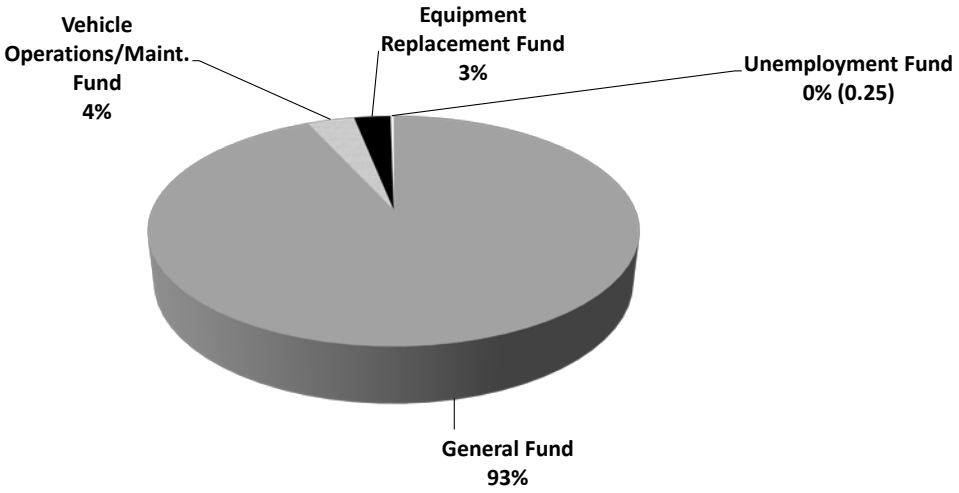
Revenue by Program 2013 – 2016

Program Budget	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Finance Administration	$15,000	$0	$0	$0	$0	$0	0.00%
Financial Planning & Accounting Services	$1,797	$1,800	$1,800	$2,185	$2,185	$385	21.39%
Web Development	$416	$400	$1,826	$1,826	$1,826	$0	0.00%
Information Technology Operations	$0	$7,407	$0	$0	$0	$0	0.00%
Public Facility & Vehicle Maintenance & Operations	$198,613	$230,522	$263,950	$220,305	$256,216	($7,734)	(2.93%)
North Maintenance Facility	$23,156	$119,086	$119,086	$119,086	$119,086	$0	0.00%
Open Space - Street Vacation	$19,656	$0	$0	$0	$0	$0	0.00%
Non-Program Expenses (Citywide, Equipment Replacement, Unemployment)	$293,921	$620,335	$340,185	$343,077	$509,850	$169,665	49.87%
Total Program Revenue	$552,559	$979,550	$726,847	$686,479	$889,163	$162,316	22.33%
Use of Vehicle Operations/Maint. Fund Balance	($44,778)	($52,359)	$15,000	$33,231	$15,000	$0	0.00%
Use of Equipment Replacement Fund Balance	($118,823)	($125,386)	$619,529	$400,704	($294,712)	($914,241)	(147.57%)
Use of Unemployment Fund Balance	($11,100)	($11,404)	$17,500	$10,000	$17,500	$0	0.00%
General Fund Subsidy	$4,888,345	$4,448,710	$5,848,013	$5,144,867	$6,688,006	$839,993	14.36%
Total Resources	$5,266,203	$5,239,111	$7,226,889	$6,275,281	$7,314,957	$88,068	1.22%

Administrative Services
2016 Budget

Expenditures by Fund 2013 – 2016

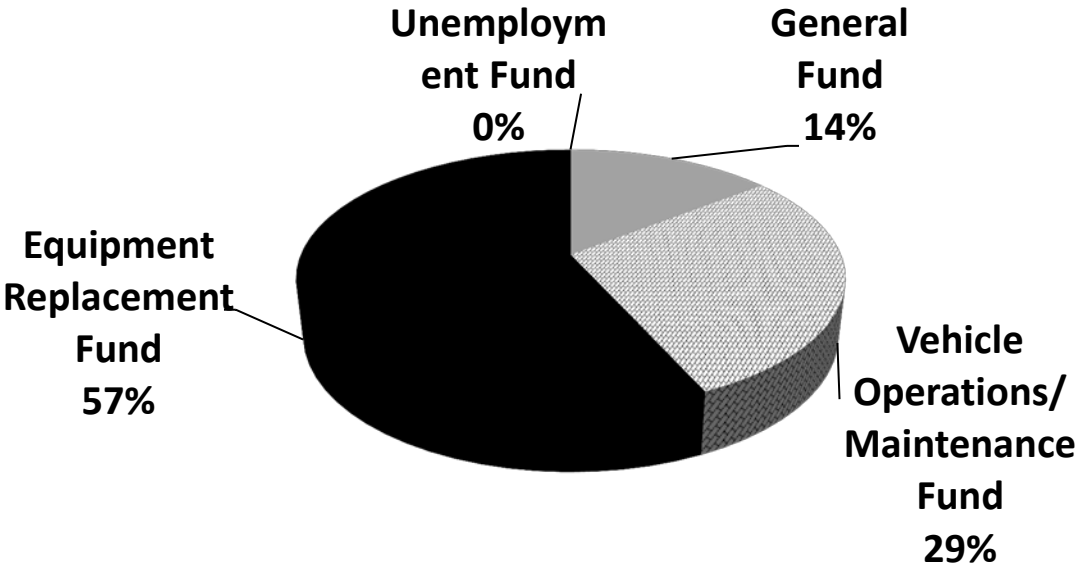
Expenditures By Fund	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
General Fund	$4,837,175	$4,907,905	$5,975,725	$5,272,964	$6,816,103	$840,378	14.06%
Vehicle Operations/Maintenance Fund	$153,835	$178,084	$278,950	$253,536	$271,216	($7,734)	(2.77%)
Equipment Replacement Fund	$268,717	$146,964	$954,714	$738,781	$210,138	($744,576)	(77.99%)
Unemployment Fund	$6,476	$6,158	$17,500	$10,000	$17,500	$0	0.00%
Total Fund Expenditures	$5,266,203	$5,239,111	$7,226,889	$6,275,281	$7,314,957	$88,068	1.22%



Revenue by Fund 2013 - 2016

Revenue By Fund	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
General Fund	$66,330	$476,695	$127,712	$128,097	$128,097	$385	0.30%
Vehicle Operations/ Maintenance Fund	$198,613	$230,443	$263,950	$220,305	$256,216	($7,734)	(2.93%)
Equipment Replacement Fund	$287,540	$272,350	$335,185	$338,077	$504,850	$169,665	50.62%
Unemployment Fund	$76	$62	$0	$0	$0	$0	0.00%
Total Program Revenue	$552,559	$979,550	$726,847	$686,479	$889,163	$162,316	22.33%
General Fund Subsidy	$4,888,345	$4,448,710	$5,848,013	$5,144,867	$6,688,006	$839,993	14.36%
Use of Vehicle Operations/Maint. Fund Balance	($44,778)	($52,359)	$15,000	$33,231	$15,000	$0	0.00%
Use of Equipment Replacement Fund Balance	($118,823)	($125,386)	$619,529	$400,704	($294,712)	($914,241)	(147.57%)
Use of Unemployment Fund Balance	($11,100)	($11,404)	$17,500	$10,000	$17,500	$0	0.00%
Total Fund Revenue	$5,266,203	$5,239,111	$7,226,889	$6,275,281	$7,314,957	$88,068	1.22%

Administrative Services
2016 Budget



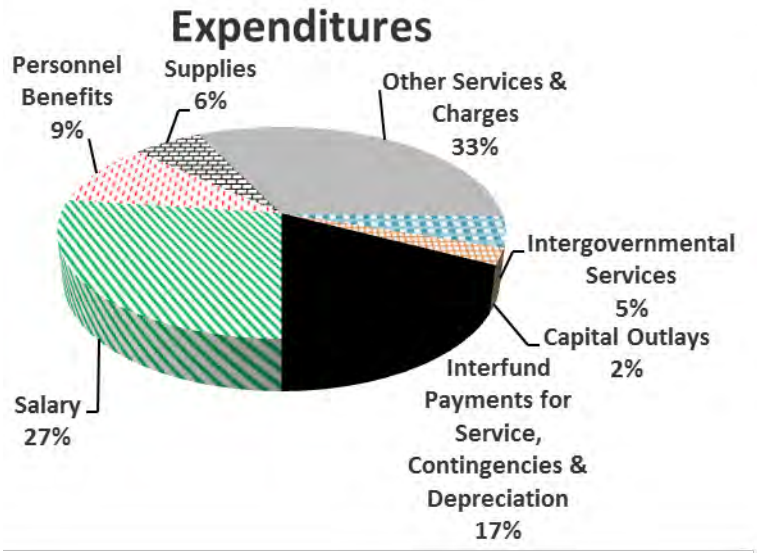
Expenditures by Type 2013 – 2016

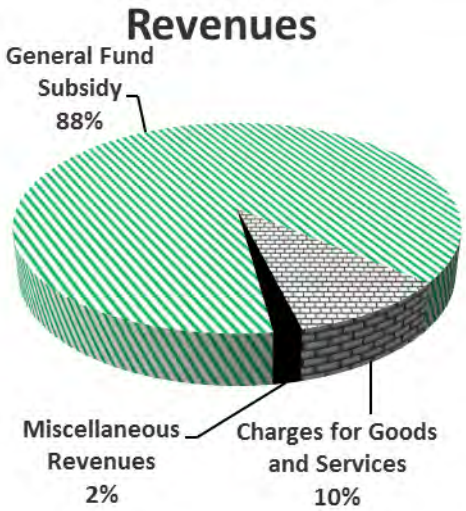
Object Category Name	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Salary	$1,590,897	$1,773,114	$1,828,305	$1,801,642	$1,981,547	$153,242	8.38%
Benefits	$554,881	$606,656	$648,994	$634,440	$712,793	$63,799	9.83%
Supplies	$402,297	$458,127	$397,768	$408,333	$432,228	$34,460	8.66%
Other Services & Charges	$2,044,855	$1,853,776	$2,073,467	$2,072,442	$2,397,308	$323,841	15.62%
Intergovernmental Services	$441,717	$282,675	$260,280	$341,225	$339,743	$79,463	30.53%
Capital Outlays	$10,087	$46,073	$954,714	$732,181	$184,938	($769,776)	(80.63%)
Interfund Payments for Service, Contingencies & Depreciation	$221,469	$218,690	$1,063,361	$285,018	$1,266,400	$203,039	19.09%
Total Expenditures	$5,266,203	$5,239,111	$7,226,889	$6,275,281	$7,314,957	$88,068	1.22%

Revenue by Type 2013 – 2016

Revenue Source	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Licenses and Permits	$0	$1,085	$0	$0	$0	$0	0.00%
Intergovernmental Revenues	$0	$0	$0	$0	$0	$0	0.00%
Charges for Goods and Services	$461,355	$499,486	$594,511	$550,866	$756,442	$161,931	27.24%
Miscellaneous Revenues	$55,179	$471,572	$132,336	$135,613	$132,721	$385	0.29%
Other Financing Sources & Non-Revenues	$36,025	$7,407	$0	$0	$0	$0	0.00%
Total Revenue	$552,559	$979,550	$726,847	$686,479	$889,163	$162,316	22.33%
Use of Vehicle Operations/Maint. Fund Balance	($44,778)	($52,359)	$15,000	$33,231	$15,000	$0	0.00%
Use of Equipment Replacement Fund Balance	($118,823)	($125,386)	$619,529	$400,704	($294,712)	($914,241)	(147.57%)
Use of Unemployment Fund Balance	($11,100)	($11,404)	$17,500	$10,000	$17,500	$0	0.00%
General Fund Subsidy	$4,911,501	$4,448,710	$5,967,099	$5,144,867	$6,688,006	$720,907	12.08%
Total Resources	$5,289,359	$5,239,111	$7,345,975	$6,275,281	$7,314,957	($31,018)	(0.42%)

Administrative Services
2016 Budget





Budget Changes

Expenditures

- Add 1.00 FTE IT Project Manager (Term Limited for three years, $113,969) that will manage the projects outlined in the City of Shoreline Strategic Technology Plan. These include the replacement of the City's permit and customer service system, as well as the assessment and upgrade or replacement of the City's financial system. While a consultant will be engaged to implement the software, this position will serve as a project manager to ensure that internal staff are appropriately engaged and to ensure that the contractor is delivering quality work that is on time and on budget. This request is for a term of three years in order to encompass post implementation support for the upgraded/new financial system; system integration of the financial, permit, asset management, and recreation systems; and the completion of the technical assumption of Ronald Wastewater.
- Budget Lead/Supervisor: A restructuring of functions in the Administrative Services Department has resulted in additional lead/supervisory responsibilities being added to the existing 1.0 FTE Senior Budget Analyst position. These additional responsibilities are being evaluated for title and compensation impacts and will be incorporated with the outcome of the Compensation and Classification Study discussion with Council
- Removed one-time supplemental for 2015 Cost Recovery Study ($35,000) in ASD Director's Office.

- Removed one-time supplemental for SharePoint (Phase I - $77,700) in IT Strategic Plan and Advisory Service.
- Removed one-time supplemental for new permit/code enforcement system assessment ($30,000) in IT Strategic Plan and Advisory Service.
- Removed one-time Class System replacement ($65,000) in in IT Strategic Plan and Advisory Service.
- Removed one-time supplemental for Public Works tablet devices ($18,600) in IT-Operations.
- Removed one-time supplemental for additional network contracting support ($70,000) in IT-Operations.
- Added one-time supplemental for *B&O Tax Evaluation* (Council Goal 1, $20,000) in Financial Operations to fund consulting services to help evaluate the potential for a Business & Occupation Tax including assistance with stakeholder outreach. As part of the 10 Year Financial Sustainability Plan Council directed staff to study the potential for imposing a B&O tax in the City of Shoreline.
- Added one-time supplemental for Computerized Permit and Customer Service System Replacement ($500,000) in IT Strategic Plan and Advisory Service.
- Added one-time supplemental for Financial System Assessment ($75,000) in IT Strategic Plan and Advisory Service to develop requirements for an upgraded or replaced financial system that will incorporate the needs of Ronald Wastewater District (including the ability to support utility billing).
- Added one-time supplemental for Microfilming of Payroll Records ($17,000) in Financial Operations to provide professional services in order to microfilm payroll records.
- Added one-time supplemental for GIS Extra Help ($50,018) in GIS to maintain accurate asset inventory and support for maps and other demographic information required to support key City initiatives, augmentation of the City's existing GIS staffing is needed.
- LiDAR (Light Detection and Ranging) Acquisition Project ($5,000) in GIS to complete an up to date and accurate elevation model of the land surface.
- Added one-time supplemental for IT Extra Help ($38,558) in IT-Operations for help desk and desktop support to City staff.
- Added one-time supplemental for professional services for SharePoint Phase II ($20,000) in IT-Operations, which will enable electronic documents and records management for the SharePoint system.

- Added one-time supplemental for two mobile devices for Cityworks Field Inspections ($1,314) in IT-Operations. The Cityworks product provides for remote access to the software to update service requests and work orders. There is an additional ongoing cost of $960 ($480 per tablet) for annual data plans for the devices.
- Added ongoing budget change for City Website and Social Media Capture and Archival ($7,000) in Web Development to capture the City's website historical content.
- Added one-time supplemental for election costs for potential Levy Lid Lift (Council Goal 1, $60,000) in Citywide Non-departmental to provide funding for election costs related to placing a potential property tax levy lid lift proposition on the November 2016 ballot.
- Increase in equipment replacement charges due to increase in inflationary escalator from 2% to 3% and to capture estimated vehicle costs.

Revenues

- Increase in equipment replacement charges due to increase in inflationary escalator from 2% to 3% and to capture estimated vehicle costs.

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	2012	2013	2014	2015 Est.	2016 Proj.
Received a clean audit opinion the the financial statements	YES	YES	YES	YES	YES

Measurement: EFFICIENCY	2012	2013	2014	2015 Est.	2016 Proj.
Administrative Services FTE per 1,000 population	0.40	0.40	0.40	0.40	0.41

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	2012	2013	2014	2015 Est.	2016 Proj.
Actual revenue collections compared to projected revenues.	103.3%	102.1%	102.4%	101.0%	101.0%
Basis points in which investment returns exceed the City's benchmark	35	50	93	100	120

Measurement: EFFICIENCY	2012	2013	2014	2015 Est.	2016 Proj.
Financial planning and accounting services as a % of the City's operating budget.	2.1%	2.3%	2.0%	2.0%	2.0%

Measurement: WORKLOAD	2012	2013	2014	2015 Est.	2016 Proj.
Number of accounts payable checks	3,305	3,312	3,299	3,300	3,300
Number of payroll checks processed	6,014	5,949	5,950	5,722	5,900

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	2012	2013	2014	2015 Est.	2016 Proj.
Number of protests filed per $25 million purchased	0	0	0	0	0
Percentage of awards and solicitations made without protest	100%	100%	100%	100%	100%

Measurement: EFFICIENCY	2012	2013	2014	2015 Est.	2016 Proj.
Dollar Amount of Central Purchasing Office Purchases per Central Purchasing Office FTE	$6.1M	$9.8M	$10.5M	$10.5M	$9.0M
Number of Purchasing transactions per FTE	325	454	451	421	420
Percentage of purchasing transactions conducted using procurement and credit cards	4.0%	4.0%	3.8%	11.09%	10.0%

Measurement: INPUT	2012	2013	2014	2015 Est.	2016 Proj.
Number of protests filed and sustained	0	0	0	0	0

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: EFFICIENCY	2012	2013	2014	2015 Est.	2016 Proj.
Number of Service Requests completed per FTE	322	200	200	200	217

Measurement: WORKLOAD	2012	2013	2014	2015 Est.	2016 Proj.
Number of Service Requests	322	200	200	200	217

INFORMATION TECHNOLOGY OPERATIONS

PROGRAM PURPOSE:

IT Operations 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	2012	2013	2014	2015 Est.	2016 Proj.
Number of Help Desk requests for service received	1,327	1,080	2138	2138	2,500

Measurement: EFFICIENCY	2012	2013	2014	2015 Est.	2016 Proj.
Central info tech operating maintenance and capital expenditures per workstation.	$4,982	$5,427	$6,672	$6,834	$9,274
Central IT operating & maintenance expenditures per workstation (excluding telephone service & Tech Plan)	$3,164	$3,222	$5,630	$6,045	$6,161
Information technology operating and maintenance expenditures as a percentage of the City's operating budget	1.8%	1.7%	3.0%	3.0%	2.9%
Number of PCs per IT FTE	40	38	38	38	38

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	2012	2013	2014	2015 Est.	2016 Proj.
Percentage of grant applications successfully awarded	**81%**	**60%**	**66%**	**60%**	**60%**

Measurement: WORKLOAD	2012	2013	2014	2015 Est.	2016 Proj.
Number of Grant Applications Submitted	**16**	**15**	**27**	**14**	**20**

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	2012	2013	2014	2015 Est.	2016 Proj.
Program expenditures as a percentage of the City's total operating budget	**0.37%**	**0.35%**	**0.34%**	**0.34%**	**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	2012	2013	2014	2015 Est.	2016 Proj.
Web Development as a % of the City's operating budget	**0.48%**	**0.52%**	**0.47%**	**0.45%**	**0.41%**

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: EFFICIENCY	2012	2013	2014	2015 Est.	2016 Proj.
Cost per square foot to maintain	**$3.80**	**$3.90**	**$3.64**	**$4.92**	**$5.00**
Fleet maintenance cost per mile - vehicles and light trucks	**$0.53**	**$0.60**	**$0.83**	**$0.53**	**$0.67**
Fleet maintenance cost per mile -heavy-duty trucks and equipment	**$2.79**	**$3.04**	**$3.35**	**$2.78**	**$3.28**
Number of square feet maintained (facilities) per FTE	**86,963**	**86,963**	**86,963**	**85,147**	**85,147**

This page has been intentionally left blank.

City Attorney

This page has been intentionally left blank.

City Attorney
2016 Budget

Department Mission Statement

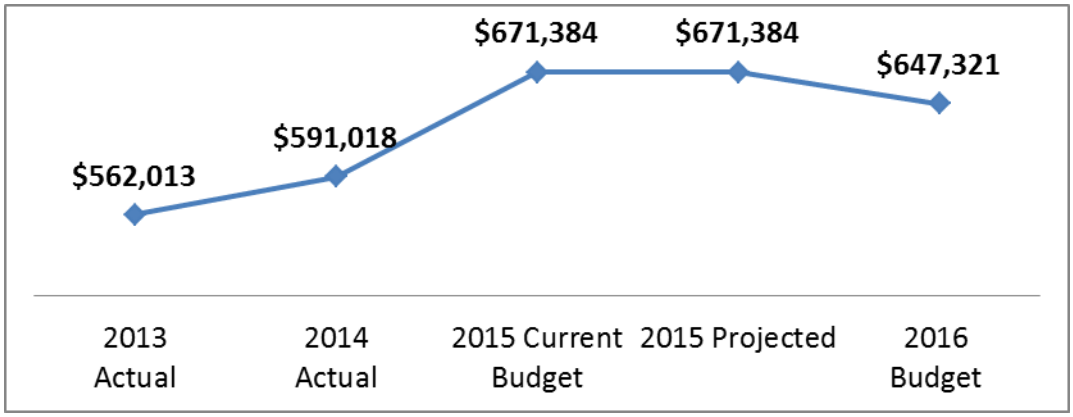
The City Attorney provides accurate and timely legal advice to the Council, City Manager, City departments and boards and commissions to improve effectiveness and minimize risk of City operations. The City Attorney prosecutes misdemeanor and infraction violations of the Municipal Code.

City Attorney
Margaret King- City Attorney (206) 801-2221

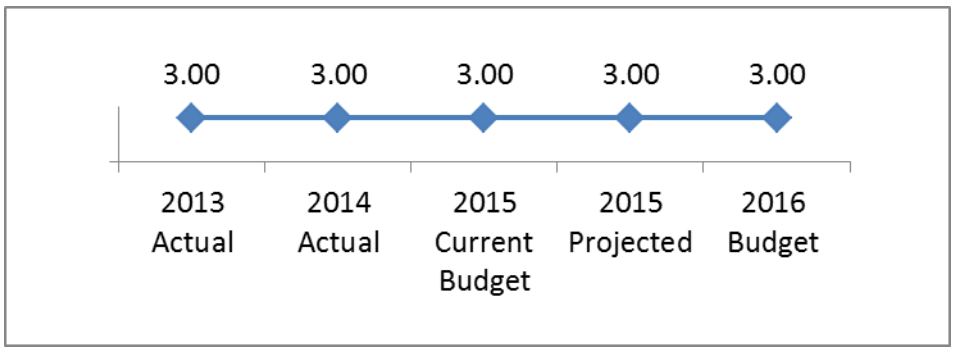
Legal Services
3.0 FTE

Prosecuting Attorney and Domestic Violence Victim Coordinator
(Contracted Service)

Expenditures Comparison 2013 – 2016



Staffing Trend 2013 – 2016



City Attorney
2016 Budget

Staffing Summary by Program 2013 – 2016

Program	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Legal Services	3.00	3.00	3.00	3.00	3.00	0.00	0.00%
Total FTE	3.00	3.00	3.00	3.00	3.00	0.00	0.00%

2016 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

2015 Council Goals and Work Plan Accomplishments

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

- Drafted ordinances to implement the Community Renewal Planned Action FEIS for Aurora Square.

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

- Drafted Impact Fee Code Amendments to address single family exemptions, small business deferral, community service exemption, and uniform application of fees.
- Negotiated final settlement of lawsuit regarding the Public Records Act.

- Pursued acquisition issues of Ronald Wastewater District and litigation regarding assumption of the Ronald Wastewater District in Snohomish County.

Goal 3: Prepare for two Shoreline light rail stations

- Negotiated terms agreement with Sound Transit regarding light rail stations.
- Defended appeal of the 185th Street Subarea Plan to Growth Management Hearings Board.
- Drafted ordinances and reviewed development regulations and provided support to Planning and Community Development for 185th Street Subarea, Rezone, and Planned Action.

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

- Pursued enforcement of new Chronic Nuisance ordinance through litigation.

- Negotiated acquisition of property for Police Station parking facility.
- Defended appeals and resolved challenges to code enforcement actions.

2016 Council Goals and Work Plan Objectives

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

- Pursue continued litigation on Ronald Wastewater District assumption in Snohomish County.
- Negotiate Development Agreement with Point Wells Developer BSRE and/or interlocal agreements with Snohomish County and the Town of Woodway for Point Wells development.
- Negotiate agreements with King County and City of Seattle regarding improvements to 145th Street.

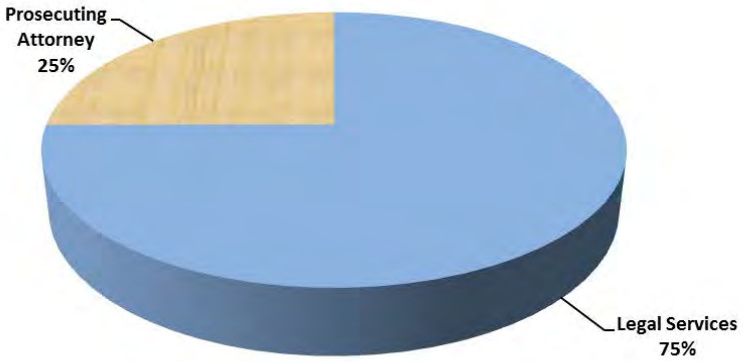
Goal 3: Prepare for two Shoreline light rail stations

- Draft and negotiate development and related agreements with Sound Transit for construction of two light rail stations.
- Implement Development Regulation changes for two light rail stations and Sound Transit development.
- Provide legal support related to 145th Street station subarea plan.

City Attorney
2016 Budget

Expenditures by Program 2013 – 2016

Program Budget	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Legal Services	$406,902	$433,953	$511,512	$511,512	$485,131	($26,381)	(5.16%)
Prosecuting Attorney	$155,111	$157,065	$159,872	$159,872	$162,190	$2,318	1.45%
Total Expenditures	$562,013	$591,018	$671,384	$671,384	$647,321	($24,063)	(3.58%)



Revenue by Program 2013 – 2016

Program Revenue	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Legal Services	$11	$0	$0	$0	$0	$0	0.00%
General Fund Subsidy	$562,002	$591,018	$671,384	$671,384	$647,321	($24,063)	(3.58%)
Total Resources	$562,013	$591,018	$671,384	$671,384	$647,321	($24,063)	(3.58%)

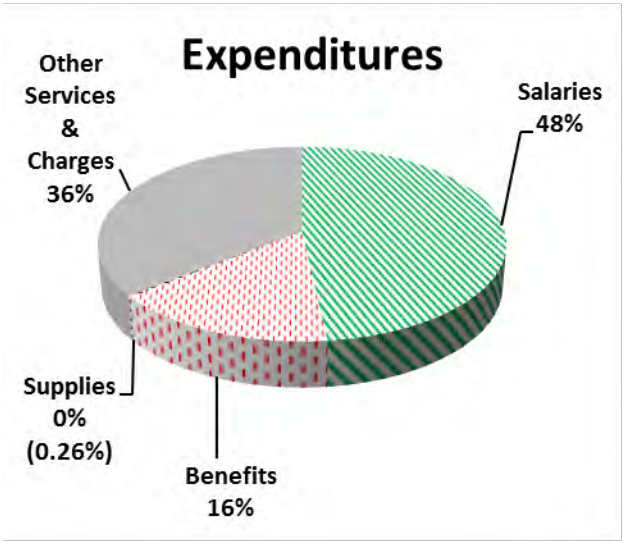
Expenditures by Type 2013 – 2016

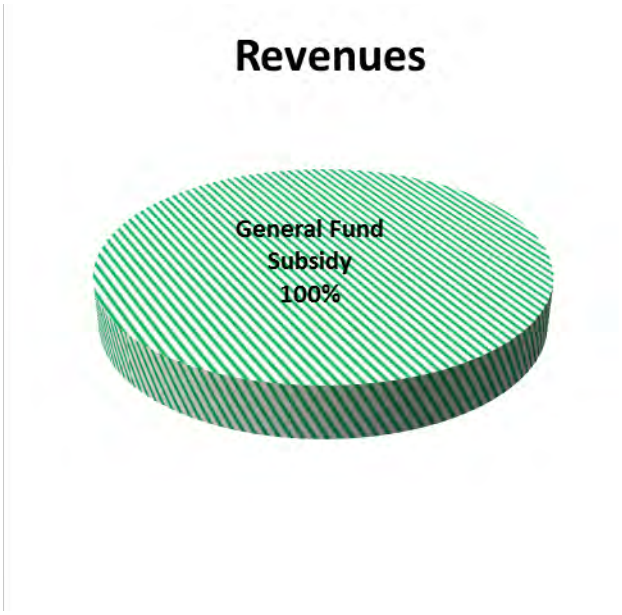
Object Category	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Salaries	$275,299	$281,341	$304,031	$304,031	$312,299	$8,268	2.72%
Benefits	$72,035	$82,615	$96,596	$96,596	$103,073	$6,476	6.70%
Supplies	$1,708	$1,935	$1,550	$1,682	$1,550	$0	0.00%
Other Services & Charges	$212,945	$225,127	$269,207	$269,062	$230,399	($38,808)	(14.42%)
Intergovernmental Services	$26	$0	$0	$13	$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	$562,013	$591,018	$671,384	$671,384	$647,321	($24,063)	(3.58%)

City Attorney
2016 Budget

Revenue by Type 2013 – 2016

Revenue Source	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Other Revenue	$11	$0	$0	$0	$0	$0	0.00%
General Fund Subsidy	$562,002	$591,018	$671,384	$671,384	$647,321	($24,063)	(3.58%)
Total Resources	$562,013	$591,018	$671,384	$671,384	$647,321	($24,063)	(3.58%)





Budget Changes

- Removed 2015 budget transfer of $60,000 from City-wide Contingency to City Attorney professional services for legal support related to negotiation and drafting of development agreement with Sound Transit in relation to the incoming light rail stations.
- Increased Prosecuting Attorney's Professional Services by $2,318 for the Prosecuting Attorney contract due to inflation.

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: EFFICIENCY	2012	2013	2014	2015 Est.	2016 Proj.
Program budget as a percent of the City's operating budget	**1.30%**	**1.20%**	**1.20%**	**1.36%**	**1.15%**

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**	**2012**	**2013**	**2014**	**2015 Est.**	**2016 Proj.**
Total Number of Criminal Cases	**1,091**	**966**	**852**	**732**	**732**

This page has been intentionally left blank.

Human Resources

This page has been intentionally left blank.

Human Resources
2016 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.

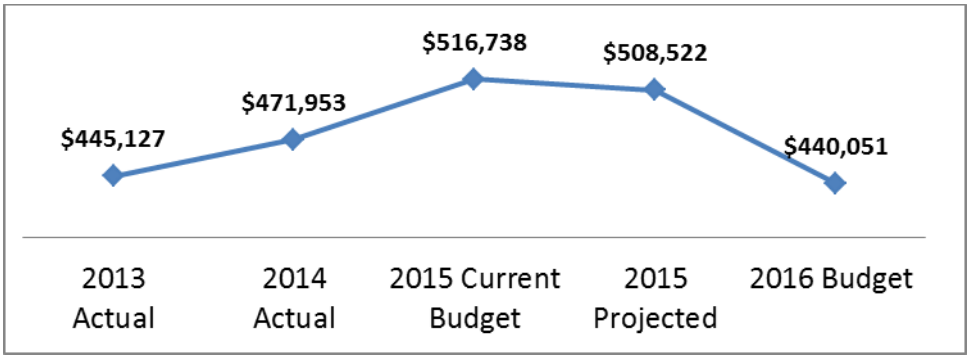
Human Resources

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

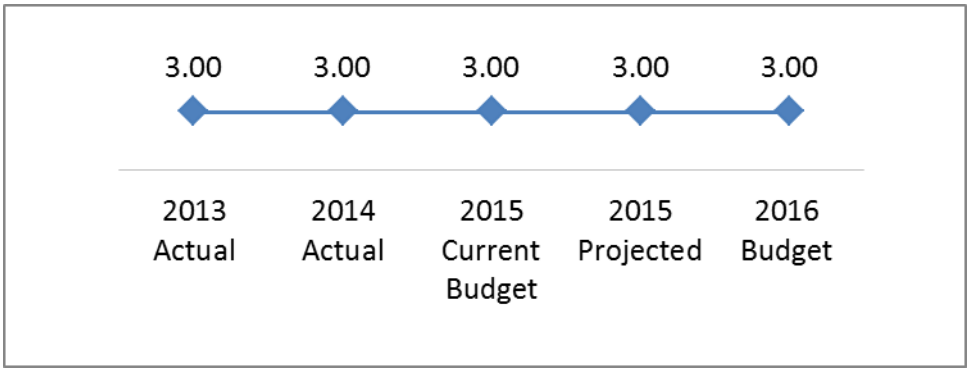
Recruitment and Selection, Compensation and Benefit Administration, Employee Development and Training, Employee Relations, Performance Management Systems, Compliance and Reporting.

3.00 FTE

Expenditures Comparison 2013 – 2016



Staffing Trend 2013 – 2016



Human Resources
2016 Budget

Staffing Summary by Program 2013 – 2016

Program	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Human Resources	3.00	3.00	3.00	3.00	3.00	0.00	0.00%
Total FTE	3.00	3.00	3.00	3.00	3.00	0.00	0.00%

2016 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

2015 Council Goals and Work Plan Accomplishments

2015 Operational Accomplishments

- Facilitated and guided a Council directed Compensation and Classification Study.
- Streamlined the recruitment and selection process resulting in a 40% reduction in the number of days to fill a position.
- Leveraged the on-line application system to automate certain functions such as scheduling and routine communication.
- Streamlined the preparation of benefit worksheets resulting in a 90% reduction in production time.
- Simplified forms and tracking methods for Family and Medical Leave Act.
- Documented over 80 departmental procedures or operating processes to ensure continuity of knowledge within the department.

2016 Council Goals and Work Plan Objectives

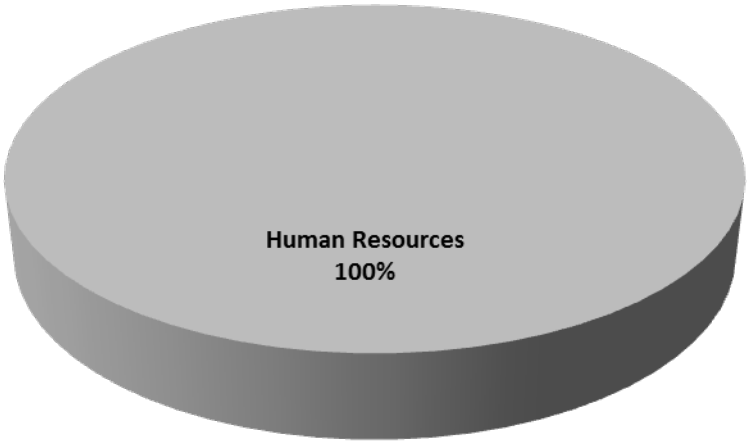
2016 Operational Objectives

- Subject to Council direction, facilitate and guide the implementation of the compensation and classification study conducted in 2015.
- Prepare for the potential impact of the 2018 Affordable Care Act excise tax on health benefits and develop alternative approaches for policy discussion.
- Evaluate, update, and/or develop training curriculum to provide quality employee orientation and supervisory skills training.
- Evaluate electronic and paper HR records management and identify opportunities for improved efficiency.
- Provide input into the RFP process for the Human Resources component of the Financial System Upgrade.

Human Resources
2016 Budget

Expenditures by Program 2013 – 2016

Program Budget	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Human Resources	$445,127	$471,953	$516,738	$508,522	$440,051	($76,687)	(14.84%)
Total Program Budget	$445,127	$471,953	$516,738	$508,522	$440,051	($76,687)	(14.84%)



Revenue by Program 2013 – 2016

Program Budget	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Human Resources	$8,000	$326	$0	$0	$0	$0	0.00%
General Fund Subsidy	$437,127	$471,627	$516,738	$508,522	$440,051	($76,687)	(14.84%)
Total Resources	$445,127	$471,953	$516,738	$508,522	$440,051	($76,687)	(14.84%)

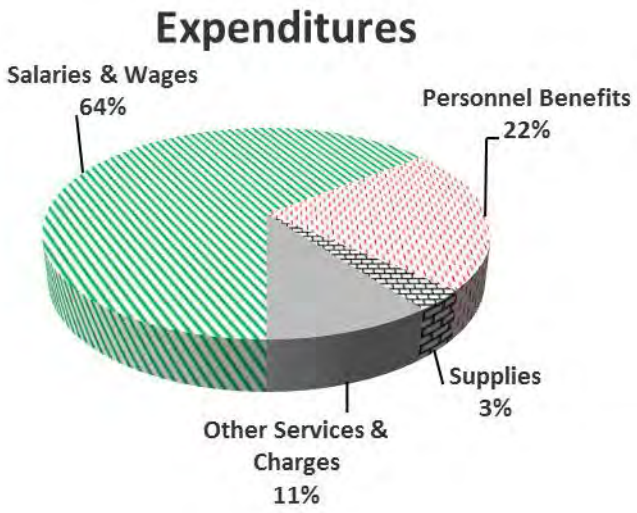
Expenditures by Type 2013 – 2016

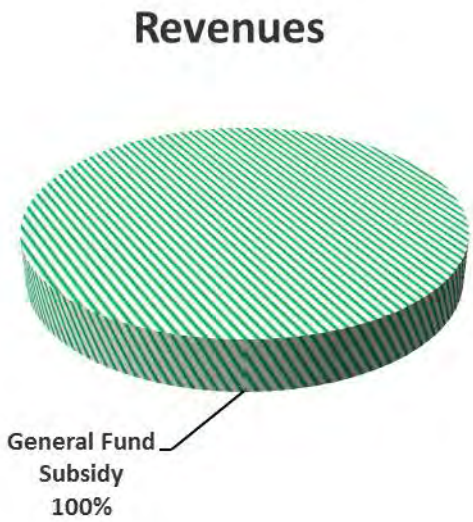
Object Category Name	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Salaries	$275,091	$282,465	$281,781	$272,916	$283,001	$1,220	0.43%
Personnel Benefits	$85,909	$88,936	$101,551	$88,926	$97,255	($4,296)	(4.23%)
Supplies	$16,930	$26,166	$25,630	$25,630	$14,350	($11,280)	(44.01%)
Other Services & Charges	$67,197	$74,386	$107,776	$121,050	$45,445	($62,331)	(57.83%)
Total Expenditures	$445,127	$471,953	$516,738	$508,522	$440,051	($76,687)	(14.84%)

Human Resources
2016 Budget

Revenue by Type 2013 – 2016

Revenue Source	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Miscellaneous Revenue	$8,000	$326	$0	$0	$0	$0	0.00%
General Fund Subsidy	$437,127	$471,627	$516,738	$508,522	$440,051	($76,687)	(14.84%)
Total Resources	$445,127	$471,953	$516,738	$508,522	$440,051	($76,687)	(14.84%)





Budget Changes

Expenditures

- Removed $10,000 in technical support and database administration for Halogen software.
- Removed $50,000 in one-time supplemental for the 2015 Compensation Study.
- Moved $10,000 in software maintenance to Information Technology.

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	2012	2013	2014	2015 Est.	2016 Proj.
Benefits as a percentage of Salaries & Benefits	25.2%	10.9%	11.0%	11.2%	11.5%
Percentage of employees who rate the City of Shoreline as one of the best organizations to work for compared to other organizations	63%	63%	70%	70%	70%
Percentage of employees who would recommend Working for the City to a friend	76%	76%	92%	92%	92%
Percentage of regular staff who terminated employment during the year	7.1%	7.9%	9.7%	13.0%	8.0%
Salary and Benefits as a Percent of the Operating Budget	43.4%	42.0%	41.6%	42.0%	42.3%

Measurement: EFFICIENCY	2012	2013	2014	2015 Est.	2016 Proj.
Average number of working days for external recruitment (PT/FT)	52	65	42	31	35
Human resource budget as a percent of the operating budget	1.3%	1.3%	1.3%	1.4%	1.3%
Ratio of human resources FTE's to total benefitted FTE's	1:47.5	1:46.4	1:47.4	1:45.7	1:47.2

Measurement: WORKLOAD	2012	2013	2014	2015 Est.	2016 Proj.
Number of position recruitments conducted (FT, PT, EH)	34	40	54	50	45

This page has been intentionally left blank.

Police

This page has been intentionally left blank.

Police
2016 Budget

Department Mission Statement

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

Police Administration

Police Chief (1), Captain (2), Professional Support Staff (2), Community Services Officer (1)

Shawn Ledford - Police Chief (206) 801-2711

Patrol

Patrol Sergeants (5), Patrol Officers (23)

Criminal Investigations

Detective Sergeant (1), Detectives (4)

Special Emphasis Team

Detective Sergeant (1), Detectives (4)

Traffic Enforcement

Traffic Sergeant (1), Traffic Officers (5)

Community Outreach / Problem Solving

COPS Officer (1)

Special Support Services

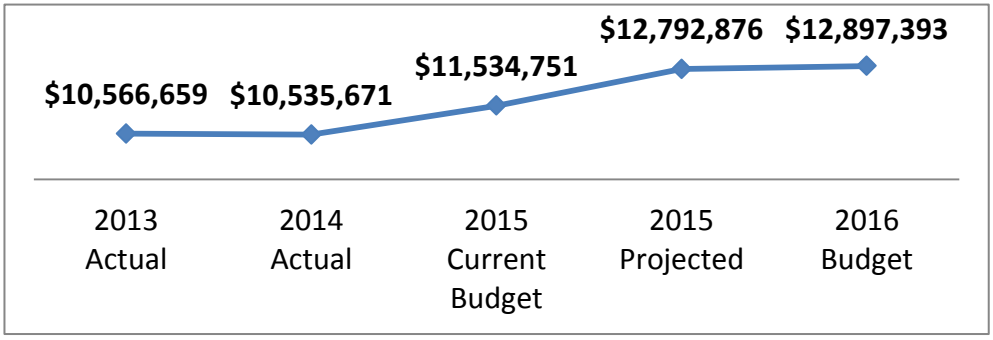
Fircrest/Transport Officer(1)

Indirect Equivalent 12.8 FTE

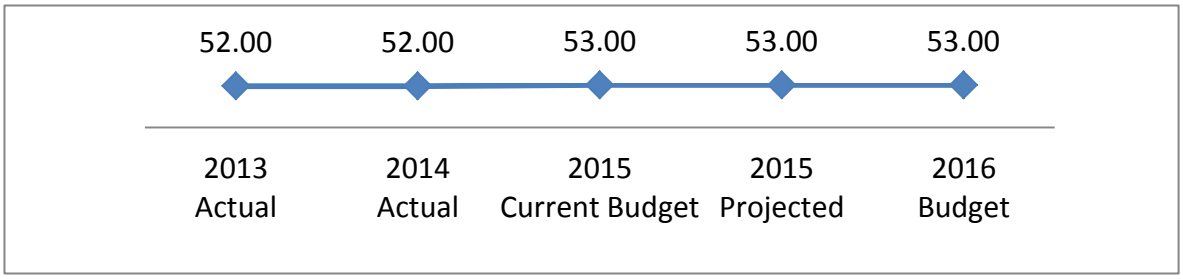
School Resource Officer Program

School Resource Officer (1)

Expenditure Comparison 2013 – 2016



Contracted Position Trend 2013 – 2016



Police
2016 Budget

Contracted Position Summary by Program 2013 – 2016

Program	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Changed
Administration	6.0	6.0	6.0	6.0	6.0	-	0.00%
Community Outreach / Problem Solving	2.0	2.0	1.0	1.0	1.0	-	0.00%
Criminal Investigations Unit	5.0	5.0	5.0	5.0	5.0	-	0.00%
Special Emphasis Team	5.0	5.0	5.0	5.0	5.0	-	0.00%
Police Patrol	28.0	28.0	28.0	28.0	28.0	-	0.00%
School Resource Officer Program	1.0	1.0	1.0	1.0	1.0	-	0.00%
Special Support Services	-	-	1.0	1.0	1.0	-	0.00%
Police Traffic Enforcement	5.0	5.0	6.0	6.0	6.0	-	0.00%
Total Contracted FTE	52.0	52.0	53.0	53.0	53.0	-	0.00%

2016 Summary by Contract Positions

Position	Head Count
Police Chief	1.0
Captain	2.0
Sergeant	6.0
Detective Sergeant	1.0
SET Sergeant	1.0
Officer	30.0
School Resource Officer	1.0
Detective	4.0
SET Detective	4.0
Community Services Officer	1.0
Administrative Support II	2.0
Department Total	53.0

Police
2016 Budget

2015 Council Goals and Work Plan Accomplishments

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

- Participated in 11 city/community events.
- Conducted three Nurturing Trust workshops to develop a relationship with a diverse community discussing parental discipline, domestic violence, narcotics, bullying and leadership.
- Traffic contacts and citations increased 113% from previous year.
- In cooperation with Public Works, focused efforts on the traffic speed map have resulted in a reduction in speed in certain areas.
- Efforts on the south end of the Interurban Trail, Echo Lake Park, Aurora Village and Transit Center have led to a reduction in calls for service and an improved feeling of safety.

2015 Operational Accomplishments

- Responses to priority emergency calls for service averaged 3.92 minutes, which is within the national standard of five minutes.
- Handled over 28,000 police contacts, dispatched calls for service, and on-views.
- Conducted 52 neighborhood community/crime prevention meetings.

2016 Council Goals and Work Plan Objectives

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

- Identify and address crime trends at all levels within Shoreline PD. Coordinate information and crime data; deploy resources in an efficient and effective manner to address criminal activity and public safety concerns.
- Focus on criminal activity and drug transactions on Aurora Ave. in high visibility locations. Coordinate efforts with patrol, plain clothes detectives, local businesses and outside entities to address the problem and work on long-term solutions.
- Conduct joint active shooter training with police and fire departments.
- Continue to focus on City parks and the Interurban Trail to address criminal activity, enhance visibility and improve the feeling of safety.

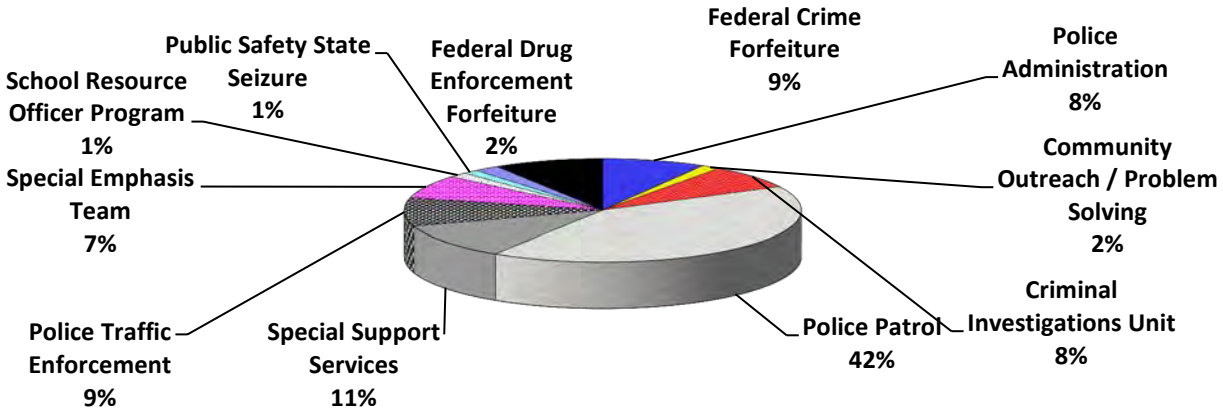
2016 Operational Objectives

- Work towards data driven, intelligence led policing.
- Work with businesses on criminal activity, crime prevention and Crime Prevention Through Environmental Design (CPTED).
- Continue to focus safety efforts with the schools, parks and neighborhoods.

Police
2016 Budget

Expenditures by Program 2013 – 2016

Program Budget	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Changed
Police Administration	$967,989	$979,022	$1,026,670	$1,021,375	$1,085,781	$59,111	5.76%
Community Outreach / Problem Solving	$362,770	$178,085	$183,306	$182,709	$197,672	$14,366	7.84%
Criminal Investigations Unit	$931,082	$916,408	$938,386	$930,409	$973,035	$34,649	3.69%
Police Patrol	$5,080,101	$5,224,241	$5,165,632	$5,126,470	$5,361,107	$195,475	3.78%
Special Support Services	$1,199,390	$1,214,272	$1,389,865	$1,434,546	$1,401,978	$12,113	0.87%
Police Traffic Enforcement	$892,275	$907,123	$1,115,340	$1,108,165	$1,147,247	$31,907	2.86%
Special Emphasis Team	$900,676	$898,643	$920,476	$913,773	$954,908	$34,432	3.74%
School Resource Officer Program	$175,345	$177,178	$181,168	$179,440	$188,321	$7,153	3.95%
Public Safety State Seizure	$3,027	$13,054	$13,800	$10,584	$168,243	$154,443	1119.15%
Federal Drug Enforcement Forfeiture	$1,400	$5,739	$65,750	$62,000	$263,000	$197,250	300.00%
Federal Crime Forfeiture	$52,604	$21,906	$534,358	$1,823,405	$1,156,101	$621,743	116.35%
Total Program Budget	$10,566,659	$10,535,671	$11,534,751	$12,792,876	$12,897,393	$1,362,642	11.81%



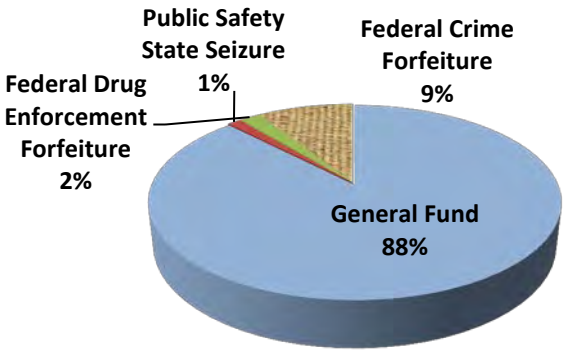
Revenue by Program 2013 – 2016

Program Revenue	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Changed
Police Administration	$45,683	$42,144	$45,524	$50,929	$45,532	$8	0.02%
Community Outreach / Problem Solving	$148	$119	$500	$950	$500	$0	0.00%
Criminal Investigations Unit	$32,903	$5,592	$16,000	$8,000	$0	($16,000)	(100.00%)
Police Patrol	$1,287,101	$1,379,315	$1,388,861	$1,468,453	$1,523,474	$134,613	9.69%
Special Support Services	$12,924	$0	$60,963	$22,500	$90,000	$29,037	47.63%
Police Traffic Enforcement	$17,034	$9,663	$19,935	$19,935	$10,000	($9,935)	(49.84%)
School Resource Officer Program	$60,528	$59,847	$65,968	$56,732	$59,135	($6,833)	(10.36%)
Public Safety State Seizure	$73,622	$57,478	$13,800	$13,931	$18,243	$4,443	32.20%
Federal Drug Enforcement Forfeiture	$37,587	$114,249	$20,750	$7,737	$28,200	$7,450	35.90%
Federal Crime Forfeiture	$1,206,607	$1,653	$38,945	$234,771	$978,500	$939,555	2412.52%
Total Program Revenue	$2,774,137	$1,670,060	$1,671,246	$1,883,938	$2,753,584	$1,082,338	64.76%
Use of Asset Seizure Fund Balances	($1,260,785)	($132,681)	$540,413	$1,639,550	$562,401	$21,988	4.07%
General Fund Subsidy	$9,053,307	$8,998,292	$9,323,092	$9,269,388	$9,581,408	$258,316	2.77%
Total Resources	$10,566,659	$10,535,671	$11,534,751	$12,792,876	$12,897,393	$1,362,642	11.81%

Police
2016 Budget

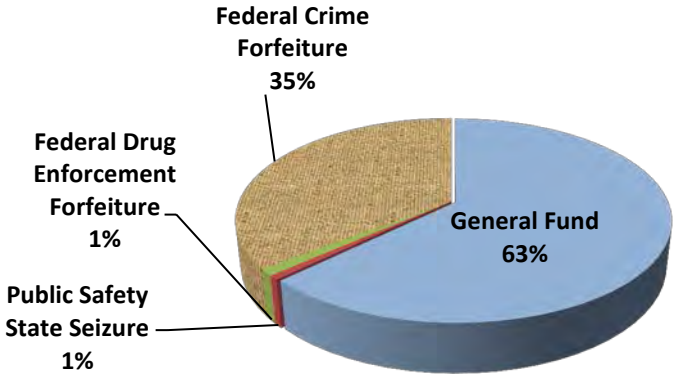
Expenditures by Fund 2013 – 2016

Expenditures By Fund	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Changed
General Fund	$10,509,628	$10,494,972	$10,920,843	$10,896,887	$11,310,049	$389,206	3.56%
Public Safety State Seizure	$3,027	$13,054	$13,800	$10,584	$168,243	$154,443	1119.15%
Federal Drug Enforcement Forfeiture	$1,400	$5,739	$65,750	$62,000	$263,000	$197,250	300.00%
Federal Crime Forfeiture	$52,604	$21,906	$534,358	$1,823,405	$1,156,101	$621,743	116.35%
Total Police Expenditures	$10,566,659	$10,535,671	$11,534,751	$12,792,876	$12,897,393	$1,362,642	11.81%



Revenue by Fund 2013 – 2016

Revenue By Fund	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Changed
General Fund	$1,456,321	$1,496,680	$1,597,751	$1,627,499	$1,728,641	$130,890	8.19%
Public Safety State Seizure	$73,622	$57,478	$13,800	$13,931	$18,243	$4,443	32.20%
Federal Drug Enforcement Forfeiture	$37,587	$114,249	$20,750	$7,737	$28,200	$7,450	35.90%
Federal Crime Forfeiture	$1,206,607	$1,653	$38,945	$234,771	$978,500	$939,555	2412.52%
Total Program Revenue	$2,774,137	$1,670,060	$1,671,246	$1,883,938	$2,753,584	$1,082,338	64.76%
Use of Fund Balances and General Fund Subsidy	$7,792,522	$8,865,611	$9,863,505	$10,908,938	$10,143,809	$280,304	2.84%
Total Police Resources	$10,566,659	$10,535,671	$11,534,751	$12,792,876	$12,897,393	$1,362,642	11.81%



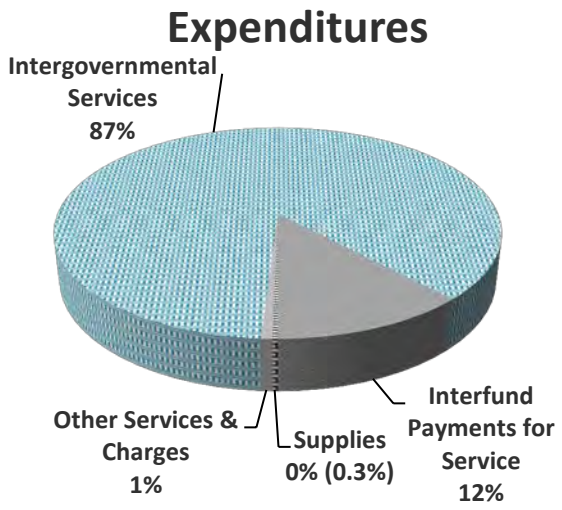
Police
2016 Budget

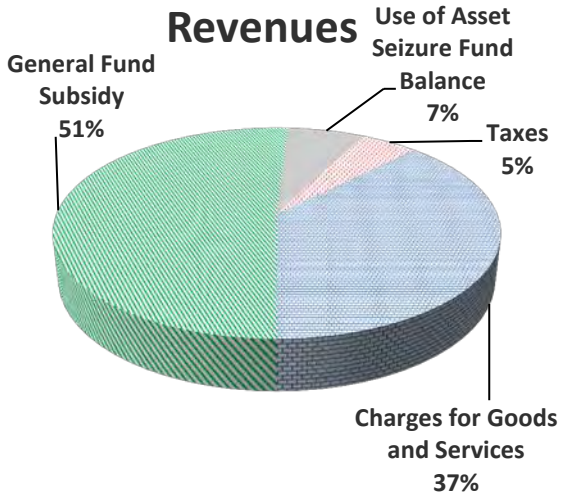
Expenditures by Type 2013 – 2016

Object Category	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Changed
Salaries	$0	$0	$17,000	$0	$0	($17,000)	(100.00%)
Personnel Benefits	$247	$157	$0	$0	$0	$0	0.00%
Supplies	$58,845	$35,525	$64,235	$49,749	$44,430	($19,805)	(30.83%)
Other Services & Charges	$60,178	$68,436	$82,675	$59,778	$84,788	$2,113	2.56%
Intergovernmental Services	$10,408,854	$10,421,501	$10,830,428	$10,814,944	$11,212,074	$381,646	3.52%
Capital Outlays	$0	$0	$45,000	$45,000	$0	($45,000)	(100.00%)
Interfund Payments for Service	$38,535	$10,052	$495,413	$1,823,405	$1,556,101	$1,060,688	214.10%
Total Expenditures	$10,566,659	$10,535,671	$11,534,751	$12,792,876	$12,897,393	$1,362,642	11.81%

Revenue by Type 2013 – 2016

Revenue By Type	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Changed
Taxes	$1,182,506	$1,274,025	$1,276,154	$1,354,613	$1,403,619	$127,465	9.99%
Intergovernmental Revenues	$221,147	$184,363	$269,258	$192,992	$182,642	($86,616)	(32.17%)
Charges for Goods and Services	$45,174	$34,314	$45,000	$72,905	$135,000	$90,000	200.00%
Fines and Forfeits	$5,125	$1,475	$4,000	$4,000	$4,000	$0	0.00%
Miscellaneous Revenues	$1,320,185	$175,883	$76,834	$259,428	$1,028,323	$951,489	1238.37%
Total Revenue	$2,774,137	$1,670,060	$1,671,246	$1,883,938	$2,753,584	$1,082,338	64.76%
Use of Asset Seizure Fund Balance	($1,260,785)	($132,681)	$540,413	$1,639,550	$562,401	$21,988	4.07%
General Fund Subsidy	$9,053,307	$8,998,292	$9,323,092	$9,269,388	$9,581,408	$258,316	2.77%
Total Resources	$10,566,659	$10,535,671	$11,534,751	$12,792,876	$12,897,393	$1,362,642	11.81%





Police
2016 Budget

Budget Changes

Revenues

- Local Criminal Justice Funding: Revenue is projected to increase 10.0% to a total of $1,403,619 based on taxable sales and population estimates for King County.
- Special Support: Revenue budgeted from the Department of Social and Health Services reflects the first full year of the Joint Cooperative Agreement executed in 2015, in which the state will pay the City $22,500 per quarter for a 0.50 FTE of an officer to provide campus patrol and emergency police services at Fircrest School.

Expenditures

- Police Contract: 2016 contract charges are projected to increase by $360,436, or 3.3%, over the final 2015 contract charges, which were lower than originally budgeted for 2015.
- Increased Administration Janitorial budget by $3,768, or 16.4%.
- Increased Community Outreach budget by $7,500 for Nurturing Trust Workshops to build a relationship between the City, Shoreline Police and the community. The workshops focus on diverse community members, often single parents who can benefit from topics geared toward parents; parental discipline, domestic violence, bullying, narcotics and leadership. The workshops are taught by police staff and provide direct interaction between policy and the community in a positive environment.
- Removed one-time 2015 allocation in the Traffic Enforcement of $9,935 for the purchase of radar units that was completed in 2015.
- State Drug Enforcement Forfeiture Program: Funds have been budgeted for annual training, registration and travel expenditures. A one-time transfer to the General Capital Fund of $150,000 has been budgeted to support the Police Station at City Hall project in the 2016-2021 CIP.
- Federal Drug Enforcement Forfeiture Program: Funds have been budgeted for the purchase of equipment. A one-time transfer to the General Capital Fund of $200,000 has been budgeted to support the Police Station at City Hall project in the 2016-2021 CIP.
- Federal Criminal Forfeiture Program: A one-time transfer to the General Capital Fund of $1,156,101 has been budgeted to support the Police Station at City Hall project in the 2016-2021 CIP.

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	2012	2013	2014	2015 Est.	2016 Proj.
Part I Crime Rates Per 1,000 Residents	33	34	34	34	34
Percentage of citizens very satisfied or somewhat satisfied with the overall quality of local police protection	75%	75%	76%	76%	76%

Measurement: EFFICIENCY	2012	2013	2014	2015 Est.	2016 Proj.
Police Costs Per Capita	$191.21	$197.64	$196.12	$203.18	$210.71

Measurement: WORKLOAD	2012	2013	2014	2015 Est.	2016 Proj.
Number of Police Contacts	23,558	24,348	28,073	25,500	25,500

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	2012	2013	2014	2015 Est.	2016 Proj.
Percentage of citizens feeling safe in their neighborhood at night	69%	69%	69%	69%	69%
Percentage of citizens feeling safe in their neighborhood during the day	91%	91%	92%	92%	92%
Response Time to Priority 1 Calls (minutes)	6.01	6.48	6.82	7.33	8.00
Response Time to Priority 2 Calls (minutes)	9.20	9.51	9.90	11.09	12.00
Response time to Priority X Calls (minutes)	3.39	3.42	3.92	4.27	5.00

Measurement: WORKLOAD	2012	2013	2014	2015 Est.	2016 Proj.
Number of Alternative Calls Handled	355	500	400	450	450
Number of dispatched calls for service.	12,045	13,139	14,873	14,700	15,000
Number of Self-initiated Police Activities	11,513	11,209	13,200	15,000	15,000

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	2012	2013	2014	2015 Est.	2016 Proj.
Number of cases closed and cleared by arrest (Part I and Part II Crimes)	**1,601**	**1,380**	**1,361**	**1,148**	**1,200**

Measurement: WORKLOAD	2012	2013	2014	2015 Est.	2016 Proj.
Number of Adult Charges & Arrest	**996**	**1,122**	**1,099**	**1,098**	**1,100**
Number of Juvenile Charges & Arrest	**87**	**76**	**63**	**50**	**50**

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	2012	2013	2014	2015 Est.	2016 Proj.
Percentage of citizens who are satisfied or very satisfied with the enforcement of local traffic laws.	**65%**	**65%**	**63%**	**63%**	**63%**

Measurement: WORKLOAD	2012	2013	2014	2015 Est.	2016 Proj.
Number of collisions with police response.	**425**	**390**	**477**	**474**	**450**
Number of Traffic Citations	**5,390**	**2,492**	**2,810**	**5,972**	**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**	**2012**	**2013**	**2014**	**2015 Est.**	**2016 Proj.**
Felony Charges Filed	**90**	**85**	**75**	**75**	**SPD**
Misdemeanor cases closed "Cleared by Arrest"	**70**	**60**	**50**	**25**	**SPD**
Number of Assigned Narcotic Activity Reports (neighborhood drug complaints)	**50**	**85**	**60**	**70**	**SPD**
Number of Narcotics Investigations	**196**	**229**	**225**	**220**	**SPD**
Number of Vice Arrests	**26**	**13**	**15**	**15**	**SPD**

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	2012	2013	2014	2015 Est.	2016 Proj.
Dispatched calls for service	**12,045**	**13,139**	**14,873**	**14,700**	**15,000**
Number of Hostage & Barricade Incidents	**2**	**0**	**1**	**1**	**1**
Number of major accident reconstruction incidents	**13**	**4**	**12**	**15**	**15**

POLICE COMMUNITY OUTREACH

PROGRAM PURPOSE:

Community Outreach works 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	2012	2013	2014	2015 Est.	2016 Proj.
Number of active block watch groups	80	80	52	50	50

Measurement: WORKLOAD	2012	2013	2014	2015 Est.	2016 Proj.
Court reminder program contacts	7,500	7,500	7,500	5,000	5,000
Follow up mailers sent	N/A	N/A	N/A	400	400
Number of crime prevention vacation house checks performed	425	450	300	200	200
Security Assessments	N/A	N/A	N/A	25	40
Storefront Volunteer Hours	3,856	3,148	2,000	1,500	1,500

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**	**2012**	**2013**	**2014**	**2015 Est.**	**2016 Proj.**
Number of Classes Taught through the SRO program	**20**	**15**	**15**	**15**	**15**
Number of School Resource Officer Hours	**1,440**	**1,440**	**1,440**	**1,300**	**1,440**
Number of students taught	**600**	**375**	**375**	**369**	**375**

This page has been intentionally left blank.

CITY OF SHORELINE

Criminal Justice

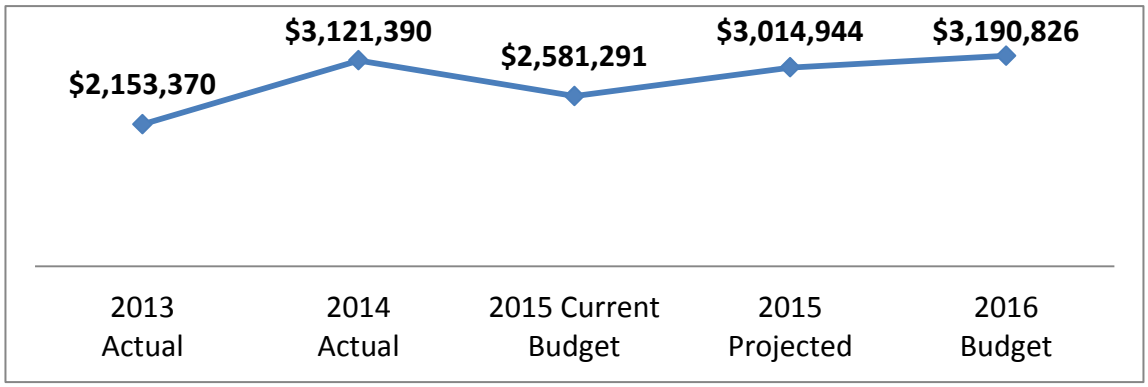
This page has been intentionally left blank.

Criminal Justice
2016 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.

Expenditures Comparison 2013 – 2016



Criminal Justice
2016 Budget

2015 Council Goals and Work Plan Accomplishments

2015 Operational Accomplishments

- Adopted Washington State Bar Association's Standards for Indigent Defense Services.
- Executed and implemented a new primary public defense contract that incorporated new required case load limits and provides for defense at arraignment.
- Facilitated Council discussion on judiciary tools, jail services, and alternatives to jail sentencing.
- Continued tracking the City's use of King County District Court to ensure high quality court services are provided for all City cases.
- Explored new Yakima County Jail contract for sentenced defendants to reduce jail costs.

2016 Council Goals and Work Plan Objectives

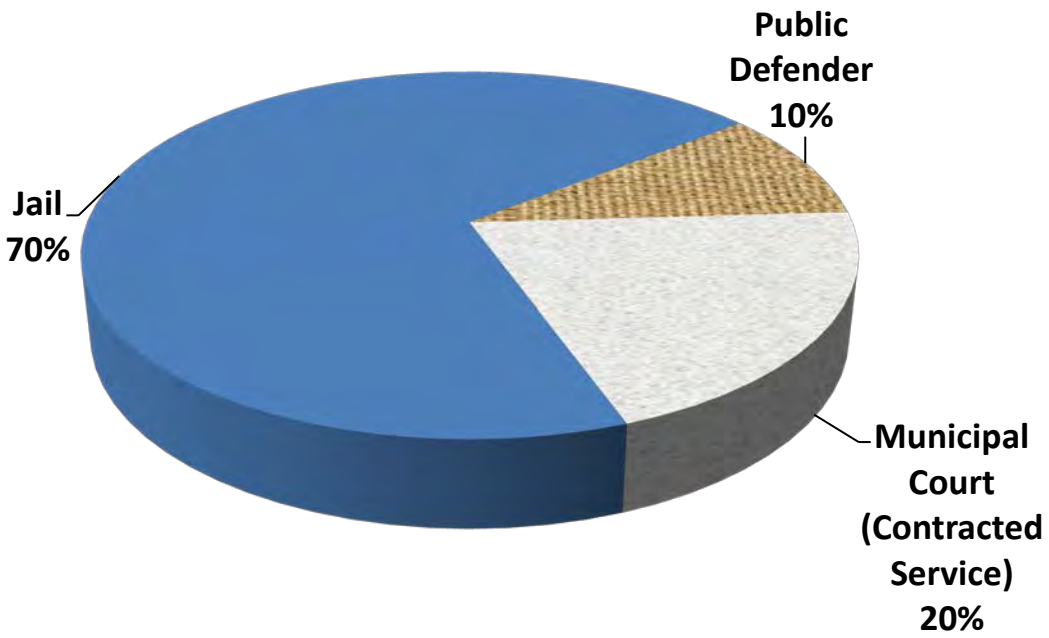
2016 Operational Objectives

- Continue to work with the SCORE jail and the King County District Court to potentially enhance the use of video court.
- Continue to increase the use of e-filings for infraction notices provided to King County District Court.
- Continue to contain jail costs by tracking Shoreline's inmate population, encouraging use of alternative sentencing methods where appropriate, and minimizing the number of warranted bookings into King County Jail.
- Implement Yakima County Jail contact for sentenced defendants.
- Execute and implement contract for in-custody public defense services, serving the SCORE jail and the King County Corrections Facility in Downtown Seattle.

Criminal Justice
2016 Budget

Expenditures by Program 2013 – 2016

Expenditures by Program	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Changed
Jail	$1,325,804	$2,305,237	$1,621,244	$2,071,244	$2,230,913	$609,669	37.61%
Public Defender	$224,003	$220,767	$310,047	$293,700	$309,913	($134)	(0.04%)
Municipal Court (Contracted Service)	$603,563	$595,386	$650,000	$650,000	$650,000	$0	0.00%
Total Program Budget	$2,153,370	$3,121,390	$2,581,291	$3,014,944	$3,190,826	$609,535	23.61%



Revenue by Program 2013 – 2016

Revenue By Program	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Changed
Jail	$100,000	$128,352	$0	$0	$0	$0	0.00%
Jail Planning/Site Analysis	$0	$0	$0	$0	$0	$0	0.00%
Municipal Court (Contracted Service)	$438,680	$445,300	$450,000	$450,000	$450,000	$0	0.00%
Total Resources	$538,680	$573,652	$450,000	$450,000	$450,000	$0	0.00%

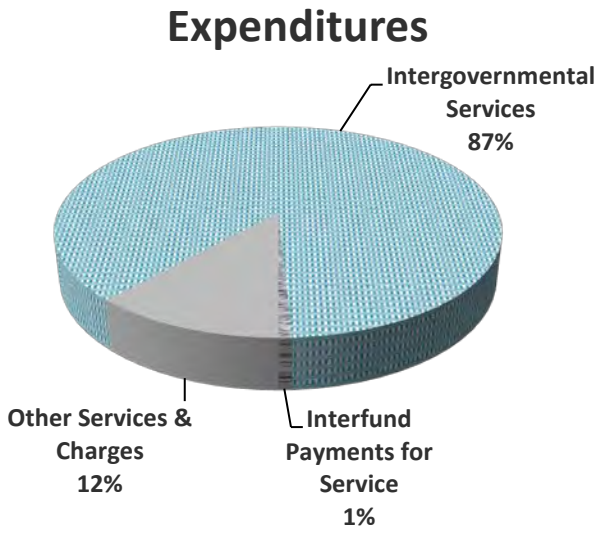
Criminal Justice
2016 Budget

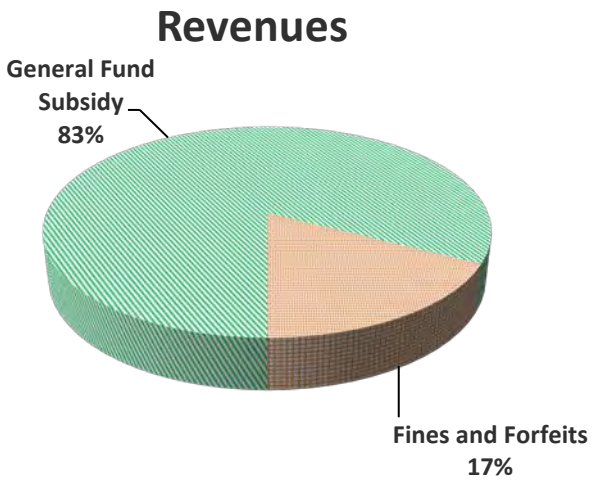
Expenditures by Type 2013 – 2016

Object Category Name	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Changed
Supplies	$0	$0	$0	$0	$0	$0	0.00%
Other Services and Charges	$214,967	$213,579	$302,447	$283,700	$299,913	($2,534)	(0.84%)
Intergovernmental Services	$1,928,178	$2,894,486	$2,257,600	$2,710,000	$2,860,000	$602,400	26.68%
Capital Outlays	$0	$0	$0	$0	$0	$0	0.00%
Interfund Payments for Service	$10,225	$13,325	$21,244	$21,244	$30,913	$9,669	45.51%
Total Expenditures	$2,153,370	$3,121,390	$2,581,291	$3,014,944	$3,190,826	$609,535	23.61%

Revenue by Type 2013 – 2016

Revenue Source	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Changed
Intergovernmental Revenues	$100,000	$128,352	$0	$0	$0	$0	0.00%
Charges for Goods and Services	$0	$0	$0	$0	$0	$0	0.00%
Fines & Forfeits	$438,680	$445,300	$450,000	$450,000	$450,000	$0	0.00%
Total Revenue	$538,680	$573,652	$450,000	$450,000	$450,000	$0	0.00%
General Fund Subsidy	$1,614,690	$2,547,738	$2,131,291	$2,564,944	$2,740,826	$609,535	28.60%
Total Resources	$2,153,370	$3,121,390	$2,581,291	$3,014,944	$3,190,826	$609,535	23.61%





Criminal Justice
2016 Budget

Budget Changes

Revenues and Expenditures

- Increase in proposed 2016 costs for jail services at SCORE, the City's primary jail and booking facility due to projected increase in the number of jail days and bookings related to City cases.
- Increase in the proposed 2016 King County District Court revenues due to an increase in citations issued.
- Increase in the proposed 2016 King County District Court costs due to increased use of court services related to an increase in citations issued.

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 SCORE. From 2011 through 2014, this service was provided through interlocal agreements with King County and Snohomish County .

STRATEGIC OBJECTIVES:

Safe and Attractive Neighborhoods and Business Districts

Measurement: EFFICIENCY	2012	2013	2014	2015 Est.	2016 Proj.
Average cost per jail day used	**$65.13**	**$70.55**	**$118.93**	**$101.02**	**$113.16**
Percentage of days held at Snohomish County Jail / King County Jail / SCORE Jail	**99/1/0**	**94/6/0**	**11/61/28**	**0/5/95**	**0/5/95**

Measurement: WORKLOAD	2012	2013	2014	2015 Est.	2016 Proj.
Total Jail Days Used	**14,764**	**16,296**	**15,411**	**17,500**	**17,500**

PUBLIC DEFENDER

PROGRAM PURPOSE:

The Public Defender provides legal representation for indigent criminal defendants.

STRATEGIC OBJECTIVES:

Governmental Excellence

Measurement: **WORKLOAD**	**2012**	**2013**	**2014**	**2015 Est.**	**2016 Proj.**
Number of cases represented	**830**	**813**	**800**	**750**	**775**

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	**2012**	**2013**	**2014**	**2015 Est.**	**2016 Proj.**
Percentage of days held at Snohomish County Jail / King County Jail/ SCORE Jail.	**99/1/0**	**94/6/0**	**11/61/28**	**0/5/95**	**0/5/95**

Parks, Recreation and Cultural Services

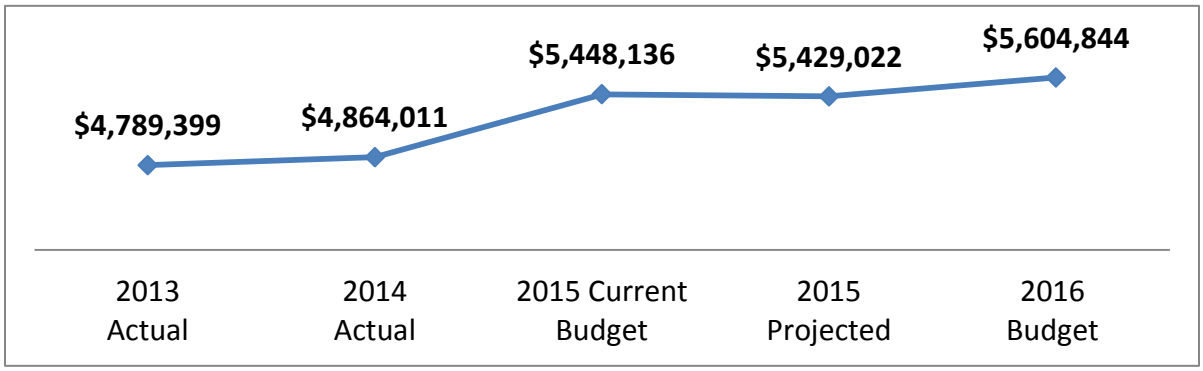
This page has been intentionally left blank.

Parks, Recreation and Cultural Services
2016 Budget

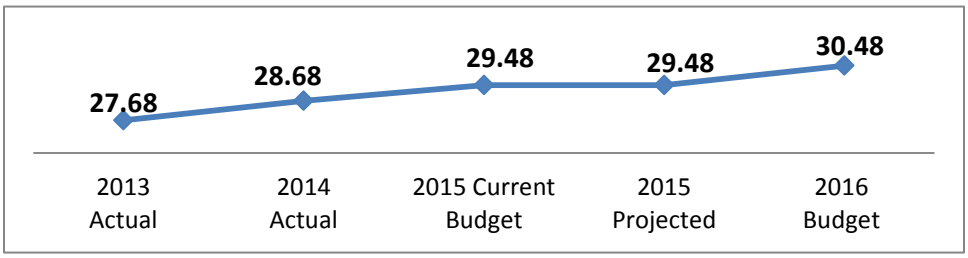
Department Mission Statement

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 2013 – 2016



Staffing Trend 2013 – 2016



Parks, Recreation and Cultural Services
2016 Budget

Staffing Summary by Program 2013 – 2016

Program	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Administration	4.00	4.00	4.00	4.00	4.00	0.00	0.00%
Athletic Field Maintenance	2.10	2.10	2.22	2.22	2.22	0.00	0.00%
Parks & Open Space	5.50	6.38	7.06	7.06	7.06	0.00	0.00%
Aquatics	5.70	5.43	5.43	5.43	5.43	0.00	0.00%
Recreation Facilty Rental	0.33	0.33	0.33	0.33	0.33	0.00	0.00%
General Recreation	4.80	4.50	4.50	4.50	5.50	1.00	22.22%
Teen Recreation	4.05	4.05	4.05	4.05	4.05	0.00	0.00%
Cultural Services	0.70	1.40	1.40	1.40	1.40	0.00	0.00%
Capital Projects	0.50	0.50	0.50	0.50	0.50	0.00	0.00%
Total FTE	27.68	28.68	29.48	29.48	30.48	1.00	3.39%

2016 Summary by Positions and FTEs

Position	Head Count	FTE
Parks Director	1	1.00
Recreation Superintendent	1	1.00
Recreation Coordinator I	2	1.83
Recreation Coordinator II	2	2.00
Administrative Assistant I	2	1.50
Administrative Assistant II	2	2.00
Administrative Assistant III	1	1.00
Recreation Assistant I	1	0.80
Recreation Assistant II	2	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	1.80
Parks Maintenance Worker II	5	5.00
Parks and Recreation Project Coordinator	1	1.00
Teen Program Assistant	3	2.88
Senior Lifeguard	4	3.08
Department Total	33	30.48

Parks, Recreation and Cultural Services
2016 Budget

2015 Council Goals and Work Plan Accomplishments

Goal 1: Strengthen Shoreline's economic base

- Completed the Parks, Recreation and Cultural Services Cost Recovery and Fee Setting Framework.
- Completed the Aurora Square Phase 0 Mural Art.
- Purchased S.Cargo for addition to the City's Permanent Art Collection.
- Organized and put on Celebrate Shoreline Placemaking Concert.

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

- Completed Crime Prevention Through Environmental Design (CPTED) improvements at Northcrest Park.
- Completed CPTED review and improvements at North City Park.
- Completed Richmond Beach Saltwater Park pedestrian bridge replacement.
- Completed improvements to Echo Lake Park.
- Repaved Hillwood Park parking lot.
- Completed Phase 1 construction of Veterans Recognition Plaza.

2015 Operational Accomplishments

Recreation

- Completed new registration software selection process.
- Installation of a Greenhouse at Richmond Highlands Recreation Center.
- Relocated Camp Shoreline from Meridian Park Elementary School to Highland Terrace Elementary School.
- Annual spring dance recital showcased 25% more youth dancers than in 2014.
- Adult Community Choices new participation increased 15%.
- The Million Stair and Step Challenge received a Washington Recreation & Parks Association (WRPA) Program Excellence Spotlight award.
- Camp Shoreline participation and revenue increased 20% over 2014.

Public Art

- Updated popular public art programs Piano Time and Artscape (Sculpture Stroll) with more adventuresome work.
- Upgraded 4th floor artwork with rotating invitational gallery for local artists, including a new video display.
- Wrote and submitted three grants (4Culture Group Artists Projects, unsuccessful; 4 Culture Equipment Grant; pending; WA State Arts Commission Level B Project Support for Piano Time, received).
- Consulted with City and neighborhood arts groups such as Parkwood Neighborhood Association's Twin Ponds Mural Project; Ronald Bog Appreciation, SummerSet Arts Festival; and CleanScapes Artist Residency Program.

Parks Maintenance

- Received Department of Natural Resources Grant and pruned over 500 street trees.

Capital Projects

- Completed reprioritization of pool major maintenance needs.

2016 Council Goals and Work Plan Objectives

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

- Conduct Shoreline Pool & Community Center Feasibility Study.
- Complete CPTED improvements at Brugger's Bog Park.

2016 Operational Objectives

Administration

- Negotiate Shoreline School District Joint Use Agreement.
- Parks Recreation and Open Space (PROS) Plan Update.

Recreation

- Implement new class registration software.
- Adjust pool operations to accommodate major facility renovation construction schedule estimated at four months.

Public Art

- Public Art Plan Development.
- Continue annual projects: *Piano Time, Artscape, Arts al Fresco* & *Groundswell*, student art at the Kruckeberg Botanic Garden, rotating Gallery at Shoreline City Hall.

Park Maintenance

- Inventory park system assets for inclusion into the Cityworks software.
- Implement a volunteer restoration management plan for Twin Ponds Park.

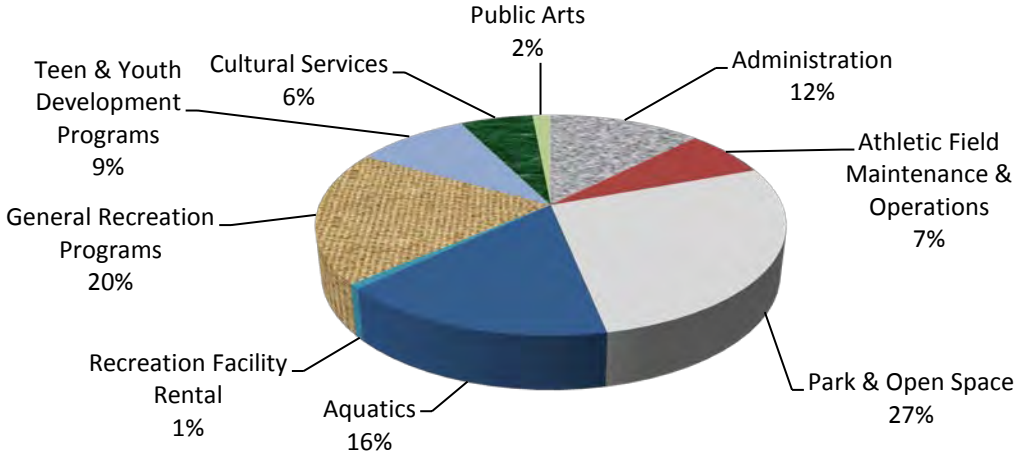
Capital Projects

- Complete Shoreline Pool Upgrades.
- Complete repairs to Shoreline A/B Soccer fields.

Parks, Recreation and Cultural Services
2016 Budget

Expenditure by Program 2013 – 2016

Expenditures By Program	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Administration	$541,961	$562,276	$633,621	$645,525	$697,554	$63,933	10.09%
Athletic Field Maintenance & Operations	$334,465	$323,577	$369,481	$371,585	$387,853	$18,372	4.97%
Park & Open Space	$1,273,739	$1,248,462	$1,462,383	$1,449,655	$1,537,907	$75,523	5.16%
Aquatics	$848,072	$891,169	$968,682	$959,916	$905,021	($63,661)	(6.57%)
Recreation Facility Rental	$36,563	$34,420	$37,138	$38,588	$38,819	$1,682	4.53%
General Recreation Programs	$982,974	$1,044,876	$1,101,450	$1,123,959	$1,097,517	($3,933)	(0.36%)
Teen & Youth Development Programs	$450,830	$437,332	$508,041	$488,244	$522,358	$14,317	2.82%
Cultural Services	$289,154	$289,727	$312,932	$312,642	$333,599	$20,667	6.60%
Public Arts	$31,641	$32,172	$54,408	$38,908	$84,216	$29,808	54.79%
Total Expenditure	$4,789,399	$4,864,011	$5,448,136	$5,429,022	$5,604,844	$156,708	2.88%



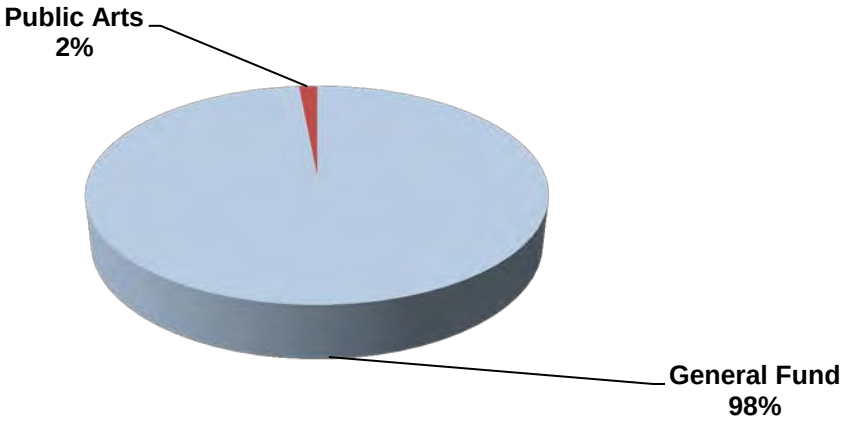
Revenue by Program 2013 – 2016

Revenues By Program	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Administration	($32,779)	($18,581)	($12,493)	($12,299)	($32,028)	($19,535)	156.37%
Athletic Field Maintenance & Operations	$377,715	$350,758	$344,391	$370,499	$366,526	$22,135	6.43%
Park & Open Space	$82,090	$82,529	$118,526	$86,267	$90,957	($27,569)	(23.26%)
Aquatics	$354,346	$378,444	$382,100	$376,851	$208,540	($173,560)	(45.42%)
Recreation Facility Rental	$121,076	$112,065	$107,825	$118,425	$116,825	$9,000	8.35%
General Recreation Programs	$628,543	$662,332	$671,597	$731,700	$716,401	$44,804	6.67%
Teen & Youth Development Programs	$38,343	$39,647	$38,953	$42,337	$41,434	$2,481	6.37%
Cultural Services	$27,783	$27,088	$25,700	$26,700	$26,700	$1,000	3.89%
Public Arts	$10,337	$13,893	$5,000	$5,000	$6,500	$1,500	30.00%
Total Operations Revenue	$1,607,455	$1,648,175	$1,681,599	$1,745,479	$1,541,855	($139,744)	(8.31%)
General Fund Subsidy	$3,160,640	$3,197,557	$3,717,129	$3,649,635	$3,985,273	$268,144	7.21%
Use of Public Arts Fund Balance	$21,304	$18,279	$49,408	$33,908	$77,716	$28,308	0.00%
Total Resources	$4,789,399	$4,864,011	$5,448,136	$5,429,022	$5,604,844	$156,708	2.88%

Parks, Recreation and Cultural Services
2016 Budget

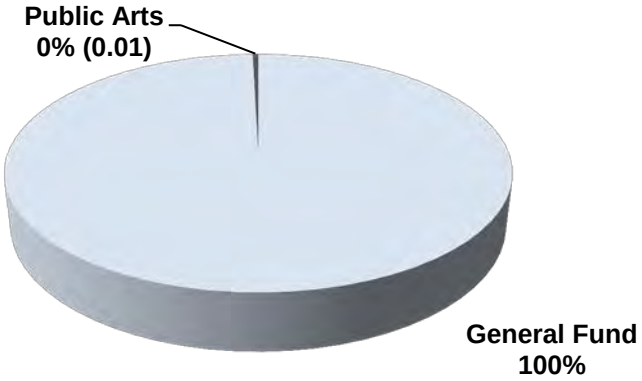
Expenditures by Fund 2013 – 2016

Expenditures By Fund	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
General Fund	$4,757,758	$4,831,839	$5,393,728	$5,390,114	$5,520,628	$126,900	2.35%
Public Arts	$31,641	$32,172	$54,408	$38,908	$84,216	$29,808	54.79%
Total Parks Budget	$4,789,399	$4,864,011	$5,448,136	$5,429,022	$5,604,844	$156,708	2.88%



Revenue by Fund 2013 – 2016

Revenues By Fund	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
General Fund	$1,597,118	$1,634,282	$1,676,599	$1,740,479	$1,535,355	($141,244)	(8.42%)
Public Arts	$10,337	$13,893	$5,000	$5,000	$6,500	$1,500	30.00%
General Fund Subsidy	$3,160,640	$3,197,557	$3,717,129	$3,649,635	$3,985,273	$204,071	6.66%
Use of Public Arts Fund Balance	$21,304	$18,279	$49,408	$33,908	$77,716	($60,716)	0.00%
Total Parks Revenue	$4,789,399	$4,864,011	$5,448,136	$5,429,022	$5,604,844	$3,611	0.07%



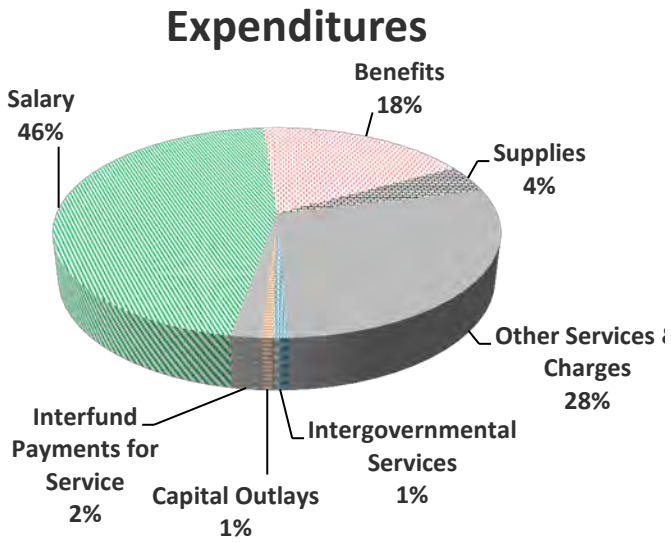
Parks, Recreation and Cultural Services
2016 Budget

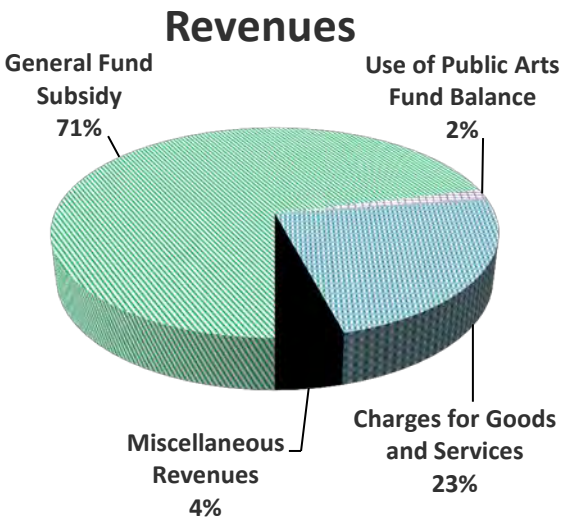
Expenditures by Type 2013 – 2016

Object Category Name	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Salary	$2,304,036	$2,379,124	$2,522,145	$2,521,397	$2,580,679	$58,534	2.32%
Benefits	$796,276	$845,373	$921,496	$937,745	$1,013,846	$92,350	10.02%
Supplies	$183,525	$186,539	$220,758	$218,313	$240,622	$19,864	9.00%
Other Services & Charges	$1,355,438	$1,310,496	$1,521,625	$1,524,949	$1,577,312	$55,687	3.66%
Intergovernmental Services	$28,123	$28,102	$52,831	$35,837	$47,299	($5,532)	(10.47%)
Capital Outlays	$6,098	$0	$80,500	$62,000	$40,000	($40,500)	(50.31%)
Interfund Payments for Service	$115,903	$114,377	$128,781	$128,781	$105,086	($23,695)	(18.40%)
Total Parks Expenditures	$4,789,399	$4,864,011	$5,448,136	$5,429,022	$5,604,844	$156,708	2.88%

Revenue by Type 2013 – 2016

Revenue Source	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Licenses and Permits	$77	$293	$300	$700	$600	$300	100.00%
Intergovernmental Revenues	$26,934	$36,920	$62,783	$63,982	$19,560	($43,223)	(68.85%)
Charges for Goods and Services	$1,337,934	$1,385,673	$1,376,574	$1,454,863	$1,288,990	($87,584)	(6.36%)
Fines	$2,284	$0	$0	$0	$0	$0	0.00%
Miscellaneous Revenues	$236,562	$216,118	$241,942	$225,934	$232,705	($9,237)	(3.82%)
Other Financing Sources	$3,664	$9,171	$0	$0	$0	$0	0.00%
Total Parks Revenue	**$1,607,455**	**$1,648,175**	**$1,681,599**	**$1,745,479**	**$1,541,855**	**($139,744)**	**(8.31%)**
General Fund Subsidy	$3,160,640	$3,197,557	$3,717,129	$3,649,635	$3,985,273	$268,144	7.21%
Use of Public Arts Fund Balance	$21,304	$18,279	$49,408	$33,908	$77,716	$28,308	57.29%
Total Parks Resources	**$4,789,399**	**$4,864,011**	**$5,448,136**	**$5,429,022**	**$5,604,844**	**$156,708**	**2.88%**





Parks, Recreation and Cultural Services
2016 Budget

Budget Changes

Expenditures

- Increased Parks Administration's Professional Services budget by $20,000 for support in developing a Park Impact Fee proposal and $50,000 for support in compiling an asset inventory of parks assets. The development of a Parks Impact Fee is an important implementation step for expected increased growth and density in the station areas and around Shoreline. This work will coincide with the development of the Parks, Recreation and Open Space (PROS) Plan update. Work on the PROS Plan and development of an impact fee proposal will start in mid-2016 and be completed by mid-2017. Creating a complete inventory of park assets is the first step toward integrating Parks into the Cityworks asset management system. This will allow Parks staff to track and manage maintenance activities throughout the park system. In addition, this will provide an efficient method to gather basic information to update the PROS Plan.
- Increased Parks Operations Professional Services budget by $35,000 to provide ongoing resources to continue implementation of the Council adopted Urban Forest Strategic Plan, increase PRCS' ability to respond to its citizen requests for tree maintenance, and begin a routine tree maintenance program. Expanded funding for tree maintenance is achieved by a reduction to the Parks Operations budget for irrigation by $35,000 for a net zero budget impact.
- Removed one-time 2015 appropriation of $40,500 from the General Programs Buildings & Structures budget that was used to purchase and install a greenhouse kit for a gardening program.
- Includes the addition of an Administrative Assistant I (1.00 FTE) to the staffing structure at the Spartan Recreation Center resulting in an increase of $43,161. Adding this position will allow two staff to be onsite during all business hours, direct supervision of extra help staff, and qualified assistance with an ever-increasing workload. A reduction in Extra Help expense and an offsetting increase in revenue are proposed in order to keep pace with increased cost of services and maintain the current level of cost recovery. This position is budgeted in 2016 with a July 1 start date.
- Increased General Programs Extra Help budget by $12,561, Operating Supplies budget by $2,000 and Intergovernmental Services budget by $1,000 to expand capacity at Camp Shoreline to meet the ongoing demand that has grown significantly over the past five years. This program has a revenue offset of $17,850.

- Increased the Cultural Arts Professional Services budget by $15,000 to continue the energy generated by the compelling concert experience created by booking a major headliner band during the celebration of the City's 20th birthday.
- Increased the Public Art's Extra Help budget by $5,483 and Program Supplies budget by $24,325 to replace damaged banners, create new banners, and install/remove banners along Aurora Ave. N.

Revenues

- Removed $38,400 in revenue expected from the cell tower lease with AT&T at Twin Ponds Park as this lease has been put on hold while AT&T, New Cingular, and U.S. Cellular complete a merger.
- Reduced Aquatics revenue by $167,000 and expenditures by $77,000 for a net revenue loss of $90,000 due to the extended pool closure in 2016 as maintenance is being performed.

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 recreation needs of the community and provides support to the Shoreline Library Board.

STRATEGIC OBJECTIVES:

Quality Services, Facilities and Infrastructure

Measurement: EFFECTIVENESS	2012	2013	2014	2015 Est.	2016 Proj.
Park acreage per thousand population	7.58	7.69	7.64	7.57	7.57
Percentage of citizens satisfied with the quality of City parks, programs, and facilities.	87%	87%	87%	87%	87%

Measurement: EFFICIENCY	2012	2013	2014	2015 Est.	2016 Proj.
Parks Administration as a percent of the total Parks budget	10.21%	11.32%	11.56%	11.89%	12.45%
Parks and Recreation FTE per 1,000 population	0.52	0.52	0.53	0.54	0.56
Recreation and athletic programming cost recovery percentage	67.4%	63.9%	63.4%	65.1%	65.3%

Measurement: INPUT	2012	2013	2014	2015 Est.	2016 Proj.
Number of volunteer hours	8,600	9,000	9,000	6,323	7,000

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	2012	2013	2014	2015 Est.	2016 Proj.
Program Revenue as a percent of program expense	105.59%	103.65%	84.77%	99.57%	94.50%

Measurement: WORKLOAD	2012	2013	2014	2015 Est.	2016 Proj.
Number of baseball fields	14	14	14	14	14
Number of baseball game field preps provided	/	/	/	603	603
Number of baseball practice field preps provided	/	/	/	597	597
Number of hours of adult field rentals	5,600	5,600	4,926	4,953	4,904
Number of hours of youth field rentals	11,000	12,000	13,365	13,425	13,278
Number of soccer fields	10	10	10	10	9

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 the public.

STRATEGIC OBJECTIVES:

Quality Services, Facilities and Infrastructure

Measurement: EFFICIENCY	2012	2013	2014	2015 Est.	2016 Proj.
Average Annual cost per acre of park property maintained	**$3,564**	**$3,628**	**$3,084**	**$3,510**	**$3,724**

Measurement: WORKLOAD	2012	2013	2014	2015 Est.	2016 Proj.
Number of acres of park and open space maintained	**404**	**413**	**413**	**413**	**413**

Measurement: INPUT	2012	2013	2014	2015 Est.	2016 Proj.
Total Cost of Contracted Maintenance Services	**$244,960**	**$283,640**	**$296,937**	**$331,151**	**$276,114**

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	2012	2013	2014	2015 Est.	2016 Proj.
Drop-in participants per hour of drop-in opportunity.	**14.01**	**13.64**	**12.98**	**12.50**	**12.50**
Program Revenue as a percentage of program costs (added utilities in 2005).	**44.6%**	**41.8%**	**42.5%**	**39.3%**	**23.0%**
Revenue per hour of Shoreline Pool operation	**$75.90**	**$79.25**	**$75.42**	**$76.50**	**$76.00**

Measurement: WORKLOAD	2012	2013	2014	2015 Est.	2016 Proj.
Number of course participants	**4,731**	**3,873**	**4,587**	**4,500**	**4,500**
Number of drop-in participants	**36,203**	**31,410**	**33,546**	**34,000**	**34,000**
Number of hours of course instruction	**4,197**	**4,115**	**4,311**	**4,100**	**4,300**
Number of hours of drop-in opportunities (Lap & Rec Swim, Aerobic)	**2,584**	**2,303**	**2,584**	**2,474**	**2,474**
Number of pool rental hours.	**4,534**	**3,952**	**4,220**	**4,252**	**4,250**
Resident Course Participants	**84%**	**92.5%**	**78%**	**84%**	**85%**
Total Number of hours of pool operation	**5,018**	**4,466**	**5,018**	**4,908**	**4,908**

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	2012	2013	2014	2015 Est.	2016 Proj.
Hours of Baseball/Softball Field Rentals	**9,000**	**9,000**	**8,779**	**8,600**	**9,000**
Hours of Football Field Rentals	**800**	**800**	**750**	**711**	**700**
Hours of Picnic Shelter Rentals	**2,000**	**2,000**	**2,175**	**2,320**	**2,300**
Hours of Rentals of Richmond Highlands Recreation Center	**300**	**280**	**278**	**267**	**255**
Hours of Rentals of Spartan Recreation Center	**3,000**	**3,100**	**3,222**	**3,410**	**3,500**
Hours of Soccer Field Rentals	**8,500**	**8,500**	**23,014**	**23,858**	**24,355**
Total Hours of facility rentals	**25,000**	**25,000**	**26,000**	**26,500**	**26,500**

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	2012	2013	2014	2015 Est.	2016 Proj.
Percentage of class sessions, ie pre-ballet has 10 sessions = 10 classes, that were held that were offered	80%	80%	80%	85%	85%
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	75%	77%	78%	78%	78%

Measurement: EFFICIENCY	2012	2013	2014	2015 Est.	2016 Proj.
Percent of general recreation program budget supported by fees.	58.8%	63.9%	63.4%	65.1%	65.3%

Measurement: WORKLOAD	2012	2013	2014	2015 Est.	2016 Proj.
Number of adult participants	35,000	35,000	36,784	36,900	37,000
Number of adult recreational classes held	185	185	185	185	180
Number of preschool recreational classes held	125	135	135	130	135
Number of visits to preschool programs	/	/	12,286	12,400	12,500
Number of visits to youth programs	/	/	39,308	40,000	40,000
Number of youth recreational classes held	350	350	350	350	380

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	**2012**	**2013**	**2014**	**2015 Est.**	**2016 Proj.**
Percentage of Assessed Items receiving a grade of 3 or higher on 4 main YPQA scales for all assessed program offerings	**70%**	**85%**	**85%**	**85%**	**85%**

Measurement: EFFICIENCY	**2012**	**2013**	**2014**	**2015 Est.**	**2016 Proj.**
Net cost per hour of teen recreation programs (net of revenue)	**$146**	**$145**	**$140**	**$156**	**$169**
Net Cost per Visit (net of revenues)	**$13.23**	**$13.52**	**$14.67**	**$15.93**	**$17.18**

Measurement: WORKLOAD	**2012**	**2013**	**2014**	**2015 Est.**	**2016 Proj.**
Number of program hours	**2,850**	**2,850**	**2,850**	**2,850**	**2,850**
Number of visits in the Teen Late Night Programs	**12,468**	**7,240**	**9,332**	**10,000**	**10,000**
Number of visits to all Youth and Teen Development Programs excluding Late Night	**18,884**	**18,927**	**17,785**	**18,000**	**18,000**
Total number of all visits	**31,352**	**30,500**	**27,117**	**28,000**	**28,000**

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	2012	2013	2014	2015 Est.	2016 Proj.
Shoreline Historical Museum contribution per capita	$1.13	$1.13	$1.12	$1.11	$1.10
Shoreline/Lake Forest Park Arts Council contribution per capita	$1.13	$1.13	$1.12	$1.11	$1.10

Measurement: WORKLOAD	2012	2013	2014	2015 Est.	2016 Proj.
Hamlin Haunt attendance	1,000	1,200	1,200	1,800	1,880
Healthy City Partners	15	20	20	20	20
Monster Mash Dash Participants	250	400	400	500	500
Number of Events Held During Celebrate Shoreline	7	7	9	9	9
Number of Sponsors of Celebrate Shoreline Events	14	15	20	20	20
Number of summer lunchtime events	6	6	6	6	6
Shoreline Eats for Health Participation	200	300	0	0	0
Summer lunchtime event attendance	2,400	2,500	2,600	2,600	2,600
Swingin' Summer Eve attendance	1,000	1,400	1,400	1,800	1,800

ARTS AND SPECIAL EVENTS PROGRAM

Measurement: INPUT	2012	2013	2014	2015 Est.	2016 Proj.
Amount of sponsorship dollars for Celebrate Shoreline	**$14,000**	**$16,000**	**$16,000**	**$16,000**	**$16,000**
Total Cost for Swingin' Summer Eve Events	**$1,225**	**$1,600**	**$1,600**	**$1,600**	**$1,600**
Total Cost of Hamlin Haunt	**$2,750**	**$3,300**	**$3,300**	**$3,999**	**$4,000**
Total Cost of Healthy City	**$3,000**	**$8,000**	**$8,000**	**$8,000**	**$8,000**
Total Cost of Summer Lunchtime Events	**$4,000**	**$4,000**	**$4,000**	**$4,500**	**$4,500**

CITY OF SHORELINE

Planning and Community Development

This page has been intentionally left blank.

Planning and Community Development
2016 Budget

Department Mission Statement

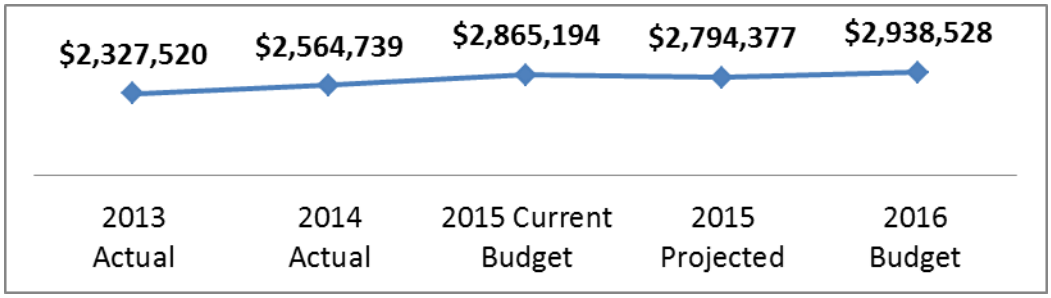
"Our mission is to ensure that the natural and built environments are healthy, safe, and reflect the community's vision by providing exceptional customer service, listening to our customers and citizens, and proactively solving problems."

Planning and Community Development

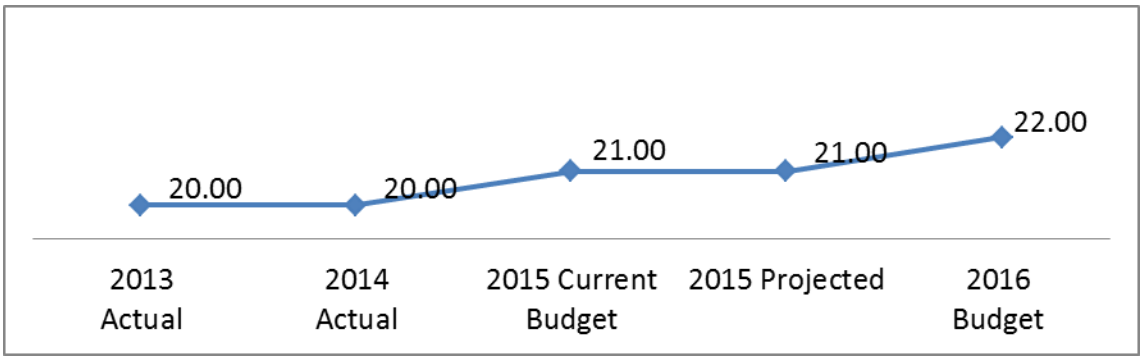
Rachael Markle - Planning and Community Development Director (206) 801-2531

Permit Services	Code Enforcement	City Planning	Building and Inspections	P&CD Administrative Services
5.87 FTE	1.66 FTE	6.95 FTE	5.70 FTE	1.82 FTE

Expenditure Comparison 2013-2016



Staffing Trend 2013 – 2016



Planning and Community Development
2016 Budget

Position Summary by Program 2013 – 2016

Programs	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Permit Services	4.97	4.97	4.47	4.47	5.87	1.40	31.3%
Code Enforcement	1.40	1.5	1.66	1.66	1.66	0.00	0.0%
City Planning	6.41	6.36	7.35	7.35	6.95	(0.40)	(5.4%)
Building & Inspections	5.35	5.35	5.70	5.70	5.70	0.00	0.0%
P&CD Administrative Services	1.87	1.82	1.82	1.82	1.82	0.00	0.0%
Total FTE	20.00	20.00	21.00	21.00	22.00	1.00	4.8%

2016 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
Assistant Planner	1	1.00
Plans Examiner II	1	1.00
Plans Examiner III	1	1.00
Structural Review Plans Examiner	1	1.00
Combination Inspector	2	2.00
Code Enforcement Officer	1	1.00
Technical Assistant	3	3.00
Administrative Assistant II	1	1.00
Administrative Assistant III	1	1.00
Department Total	22	22.00

2015 Council Goals and Work Plan Accomplishments

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

- Selected a new permit, planning and code enforcement violation tracking, reporting and customer interface system.
- Improved the Development Code by adopting annual amendments to make it clearer, more consistent, and current.

Goal 3: Prepare for two Shoreline light rail stations

- Council adopted 185th Street Station Subarea Plan and zoning regulations.
- Provided input on Sound Transit's EIS for the light rail system and facilities.
- Reconciled conflicting sections of the model building code, technical standards, and proposed an amendment for Council adoption.

Goal 4: Enhance openness and opportunities for community engagement

- Designed and held two after-hours home improvement workshops.
- Improved department forms and handouts for clarity and content.

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

- Implemented City's new chronic nuisance ordinance.

2016 Council Goals and Work Plan Objectives

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

- Begin the development of a procedure manual for all permits, associated minimum review times, and complementary permit system tracking.
- Continue to improve the Development Code through an annual amendment process to make it clearer, more consistent, and current.
- Implement the new permit, planning and code enforcement violation tracking, reporting and customer interface system.

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

- Continue to be a regional leader in environmental sustainability.
- Study sustainable utility development as part of the 145th Street Station subarea and Shoreline Place redevelopment.

Goal 3: Prepare for two Shoreline light rail stations

- Adopt the 145th Street Station Subarea Plan and the associated zoning regulations.
- Review Lynnwood Link design documents for regulatory compliance and permit issuance.
- Begin implementation of the 185th Street Station Subarea Plan.

Goal 4: Enhance openness and opportunities for community engagement

- Hold the fourth annual after-hours home improvement workshops.

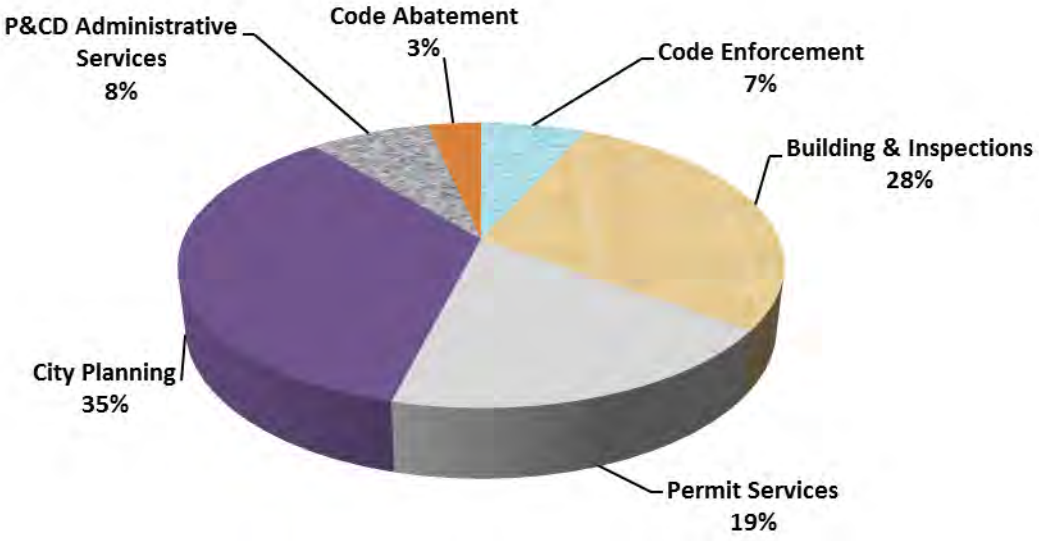
2015-2016 Key Service Level Changes - as it relates to service delivery

- Substantial permit volume increase is expected with the construction of the Lynnwood Link light rail projects necessitating additional staff resources beginning in 2016. Staffing increases are proposed to address these challenges with the intent of maintaining current customer service levels.
- Permit activity and the surge of walk-in customers have resumed to pre-recession levels and a third technical assistant position is proposed to better serve customers. This enables all other professional staff from back-filling the front counter duties for Permit Services Team's standard time away from the desk and unanticipated absences.

Planning and Community Development
2016 Budget

Expenditure by Program 2013 – 2016

Program Budget	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Code Enforcement	$156,162	$165,158	$194,428	$191,381	$197,296	$2,868	1.48%
Building & Inspections	$670,847	$673,079	$817,029	$811,967	$834,686	$17,657	2.16%
Permit Services	$492,729	$481,666	$457,015	$450,429	$553,772	$96,757	21.17%
City Planning	$821,299	$1,040,275	$1,077,394	$1,040,359	$1,027,782	($49,612)	(4.60%)
P&CD Administrative Services	$182,108	$193,106	$219,328	$211,045	$224,992	$5,664	2.58%
Code Abatement	$4,375	$11,455	$100,000	$89,196	$100,000	$0	0.00%
Total Program Budget	$2,327,520	$2,564,739	$2,865,194	$2,794,377	$2,938,528	$73,334	2.56%



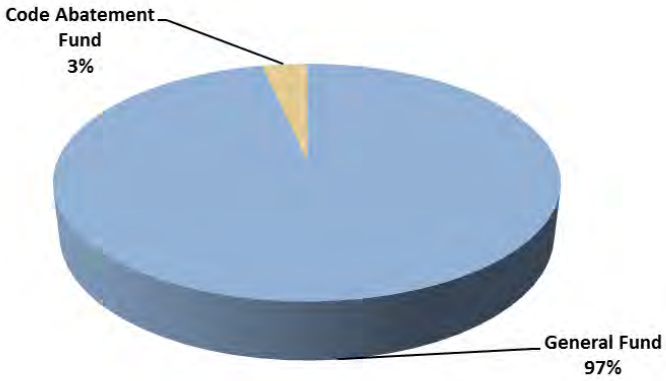
Revenue by Program 2013 – 2016

Program Revenue	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Building & Inspections	$653,033	$805,913	$560,850	$702,605	$671,100	$110,250	19.66%
Permit Services	$435,816	$538,833	$373,900	$469,356	$447,400	$73,500	19.66%
City Planning	$107,727	$178,091	$107,075	$189,249	$86,500	($20,575)	(19.22%)
Code Abatement	$3,674	$13,934	$80,550	$85,650	$80,550	$0	0.00%
Total Program Revenue	$1,200,250	$1,536,771	$1,122,375	$1,446,860	$1,285,550	$163,175	14.54%
General Fund Subsidy	$1,126,569	$1,030,447	$1,723,369	$1,343,971	$1,633,528	($89,841)	(5.21%)
Use of Code Abatement Fund Balance	$701	($2,479)	$19,450	$3,546	$19,450	$0	0.00%
Total Resources	$2,327,520	$2,564,739	$2,865,194	$2,794,377	$2,938,528	$73,334	2.56%

Planning and Community Development
2016 Budget

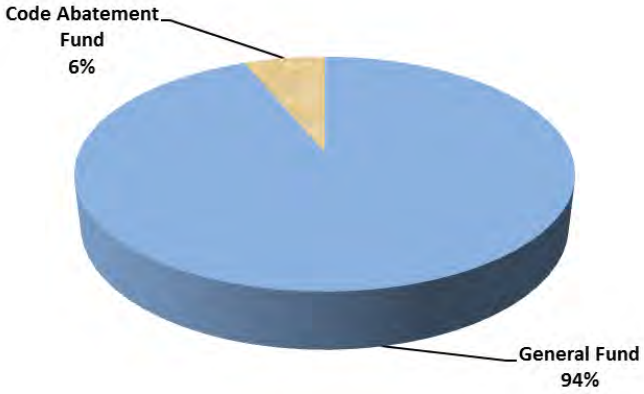
Expenditures by Fund 2013 – 2016

Expenditures By Fund	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
General Fund	$2,323,145	$2,553,284	$2,765,194	$2,705,181	$2,838,528	$73,334	2.65%
Code Abatement Fund	$4,375	$11,455	$100,000	$89,196	$100,000	$0	0.00%
Total Fund Expenditures	$2,327,520	$2,564,739	$2,865,194	$2,794,377	$2,938,528	$73,334	2.56%



Revenue by Fund 2013 – 2016

Revenue By Fund	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
General Fund	$1,196,576	$1,522,837	$1,041,825	$1,361,210	$1,205,000	$163,175	15.66%
Code Abatement Fund	$3,674	$13,934	$80,550	$85,650	$80,550	$0	0.00%
Total Fund Revenues	$1,200,250	$1,536,771	$1,122,375	$1,446,860	$1,285,550	$163,175	14.54%
General Fund Subsidy	$1,126,569	$1,030,447	$1,723,369	$1,343,971	$1,633,528	($89,841)	(5.21%)
Use of Code Abatement Fund Balance	$701	($2,479)	$19,450	$3,546	$19,450	$0	0.00%
Total Fund Resources	$2,327,520	$2,564,739	$2,865,194	$2,794,377	$2,938,528	$73,334	2.56%



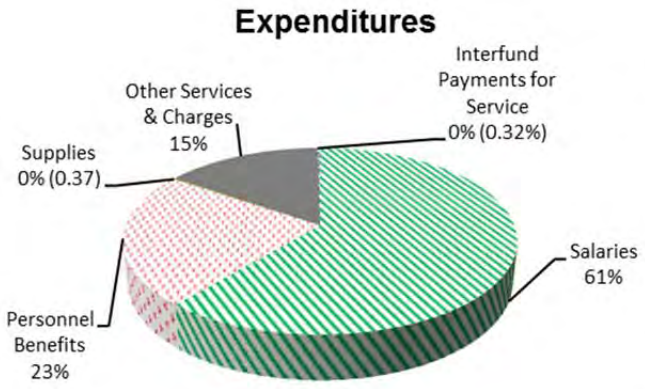
Planning and Community Development
2016 Budget

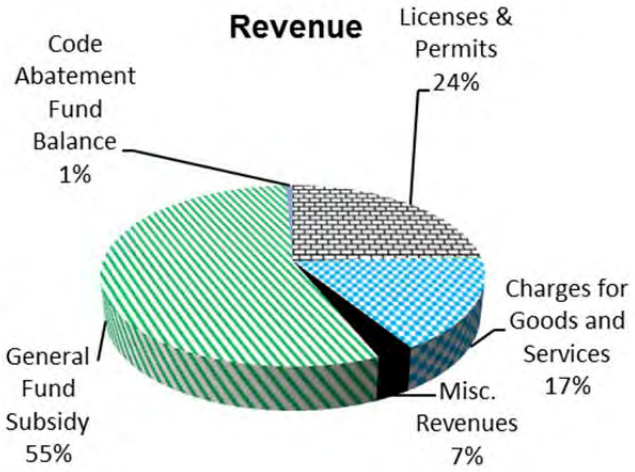
Expenditures by Type 2013 – 2016

Object Category Name	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Salaries	$1,569,896	$1,608,840	$1,733,184	$1,698,328	$1,798,236	$65,052	3.75%
Personnel Benefits	$556,242	$567,368	$628,985	$614,868	$684,120	$55,135	8.77%
Supplies	$14,176	$9,082	$12,154	$14,508	$9,761	($2,393)	(19.69%)
Other Services & Charges	$178,756	$371,030	$481,286	$456,932	$437,305	($43,981)	(9.14%)
Intergovernmental Services	$633	$13	$0	$156	$0	$0	0.00%
Interfund Payments for Service	$7,817	$8,406	$9,585	$9,585	$9,106	($479)	(5.00%)
Total Expenditures	$2,327,520	$2,564,739	$2,865,194	$2,794,377	$2,938,528	$73,334	2.56%

Revenue by Type 2013 – 2016

Revenue	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Licenses & Permits	$729,449	$775,619	$564,500	$863,116	$714,500	$150,000	26.57%
Intergovernmental Revenues	$7,984	$18,985	$23,075	$23,075	$0	($23,075)	(100.00%)
Charges for Goods and Services	$459,142	$728,232	$454,250	$475,019	$490,500	$36,250	7.98%
Fines and Forfeits	$1,221	$3,550	$0	$0	$0	$0	0.00%
Miscellaneous Revenues	$2,454	$10,385	$80,550	$85,650	$80,550	$0	0.00%
Total Revenue	$1,200,250	$1,536,771	$1,122,375	$1,446,860	$1,285,550	$163,175	14.54%
General Fund Subsidy	$1,126,569	$1,030,447	$1,723,369	$1,343,971	$1,633,528	($89,841)	(5.21%)
Use of Code Abatement Fund Balance	$701	($2,479)	$19,450	$3,546	$19,450	$0	0.00%
Total Resources	$2,327,520	$2,564,739	$2,865,194	$2,794,377	$2,938,528	$73,334	2.56%





Planning and Community Development
2016 Budget
Budget Changes

Expenditures

- Add 1.0 FTE Technical Assistant ($58,312) who will assist with Permit Services activities including permit intake, permit issuance, code enforcement administrative support, responding to customer inquiries, and front desk support assisting an estimated 5,000 walk-in customers annually. Staff is anticipating increased workload for Permit Services as the economy continues to recover, recent plans for redevelopment are implemented, and permitting for the Lynnwood Link Light Rail project starts in 2016 and continues through 2018. This additional resource will maintain, and in some cases improve, the existing level of time sensitive customer service. This positon is budgeted in 2016 with an April 1 start date. The full annual cost will be approximately $72,000.
- City Planning Professional Services: Removed 2015 allocation of $12,000 for Point Wells Geotechnical Review. Removed 2015 allocation of $62,610 for map and plan revisions to 145th St. Station Subarea Plan and additional environmental analysis. Removed 2015 allocation of $20,090 for map changes and revisions to the 185th St. Station Subarea Plan. Added $35,000 for establishing procedures for administering an affordable housing program. Added $48,327 to draft vegetation management plan regulations for Critical Areas. Added $10,000 for Light Detection and Ranging slope failure analysis. Added $65,000 to advance the City's Sustainability Initiatives.

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	2012	2013	2014	2015 Est.	2016 Proj.
Percent of building permits issued on or before the target dates identified in SMC 20.30.040	95%	99%	99%	93%	93%
Percent of customers who rated services as good or excellent.	93%	93%	96%	95%	95%
Percent of customers who said they were treated courteously by employees.	98%	99%	98%	98%	98%
Percent of customers who were satisfied with the timeliness of building inspections.	97%	95%	93%	94%	94%
Percent of customers who were satisfied with the updates they received regarding their project's status.	79%	86%	89%	92%	92%

Measurement: EFFICIENCY	2012	2013	2014	2015 Est.	2016 Proj.
Average number of Inspections Completed Per Inspector per day	8	8	9	9	9

Measurement: WORKLOAD	2012	2013	2014	2015 Est.	2016 Proj.
Number of Addition/Remodel/New Commercial Permits submitted	106	60	72	75	78
Number of Addition/Remodel/New Single Family Residential Permits Submitted	214	251	246	300	310
Number of inspections completed annually	4,081	4,156	4,682	4,300	4,300
Number of Mechanical Permits submitted	463	481	560	495	495
Number of Plumbing Permits submitted	142	165	182	170	170

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	2012	2013	2014	2015 Est.	2016 Proj.
Percent of customers who rated services as good or excellent	93%	93%	93%	95%	95%
Percent of customers who said they were treated courteously by employees	98%	99%	98%	98%	98%
Percent of customers who were satisfied with the updates they received regarding their project's status	79%	86%	89%	92%	92%
Percentage of permits issued on or before the target dates identified in SMC 20.30.040 (data includes days waiting for information)	95%	92%	94%	90%	90%

Measurement: EFFICIENCY	2012	2013	2014	2015 Est.	2016 Proj.
Average number of days to approve addition/remodel permits	14	19	20	20	19
Average number of days to approve new construction permits	34	52	54	70	70
Average number of permit applications submitted per Technical Assistant	819	861	1,033	1,000	1,000

Measurement: WORKLOAD	2012	2013	2014	2015 Est.	2016 Proj.
Number of walk-in customers served	3,800	4,480	4,906	5,000	5,000
Number Right-of-Way Permits submitted	464	432	548	390	410
Total Number of Applications submitted (excluding L&I electrical permits)	1,638	1,722	2,065	2,000	2,000

CITY PLANNING

PROGRAM PURPOSE:

City Planning assists the community with the implementation of the adopted Vision through the creation anc 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	**2012**	**2013**	**2014**	**2015 Est.**	**2016 Proj.**
Percent of customers who rated services as good or excellent.	**93%**	**93%**	**96%**	**95%**	**95%**
Percent of customers who said they were treated courteously by employees.	**98%**	**99%**	**98%**	**98%**	**98%**
Percent of customers who were satisfied with the updates they received regarding their project's status.	**79%**	**86%**	**89%**	**92%**	**92%**
Percentage of permits issued on or before target dates identified in SMC (data includes days waiting for Information)	**91%**	**82%**	**89%**	**89%**	**91%**

Measurement: WORKLOAD	**2012**	**2013**	**2014**	**2015 Est.**	**2016 Proj.**
Number of Development Code interpretations and administrative orders submitted	**11**	**17**	**37**	**25**	**22**
Number of Planning Commission meetings staffed	**25**	**19**	**23**	**22**	**22**
Number of Preliminary Short Plats submitted	**3**	**3**	**4**	**9**	**10**

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	2012	2013	2014	2015 Est.	2016 Proj.
Percent of customers who rated services as good or excellent.	93%	93%	93%	95%	95%
Percent of customers who said they were treated courteously by employees.	98%	99%	98%	100%	98%

Measurement: EFFICIENCY	2012	2013	2014	2015 Est.	2016 Proj.
Administrative Services budget as a percent of the Planning and Community Development budget.	8.2%	8.3%	7.9%	7.9%	7.7%

Measurement: WORKLOAD	2012	2013	2014	2015 Est.	2016 Proj.
Number of archival requests retrieved annually	155	53	60	50	50
Number of public disclsure requests processed	95	100	143	140	140

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	2012	2013	2014	2015 Est.	2016 Proj.
Average number of calendar days from request initiation to voluntary compliance (Strike 1 & 2)	38	33	43	35	35
Percent of abandoned vehicles tagged within 24 hours of notification	97%	95%	95%	95%	95%
Percentage of all code enforcement actions resolved by voluntary compliance (Strike 1&2)	98%	97%	97%	97%	97%
Percentage of cases closed by induced compliance (Strike 3) annually	37%	22%	40%	40%	40%
Percentage of cases open beyond 365 days (Strike 3)	85%	87%	90%	85%	75%

Measurement: EFFICIENCY	2012	2013	2014	2015 Est.	2016 Proj.
Number of Active Cases per FTE (Strike 3)	153	177	156	185	170
Number of code enforcement actions (Strike 1&2) per FTE	562	617	783	564	600
Number of Proactive CE Program actions	167	289	449	220	150

Measurement: WORKLOAD	2012	2013	2014	2015 Est.	2016 Proj.
Number of code enforcement requests for action	1,421	1,504	1,948	1,258	1,400
Number of service requests for parking/abandoned	848	698	711	610	600
Number of service requests for vandalism/graffiti	87	145	226	125	150

CITY OF SHORELINE

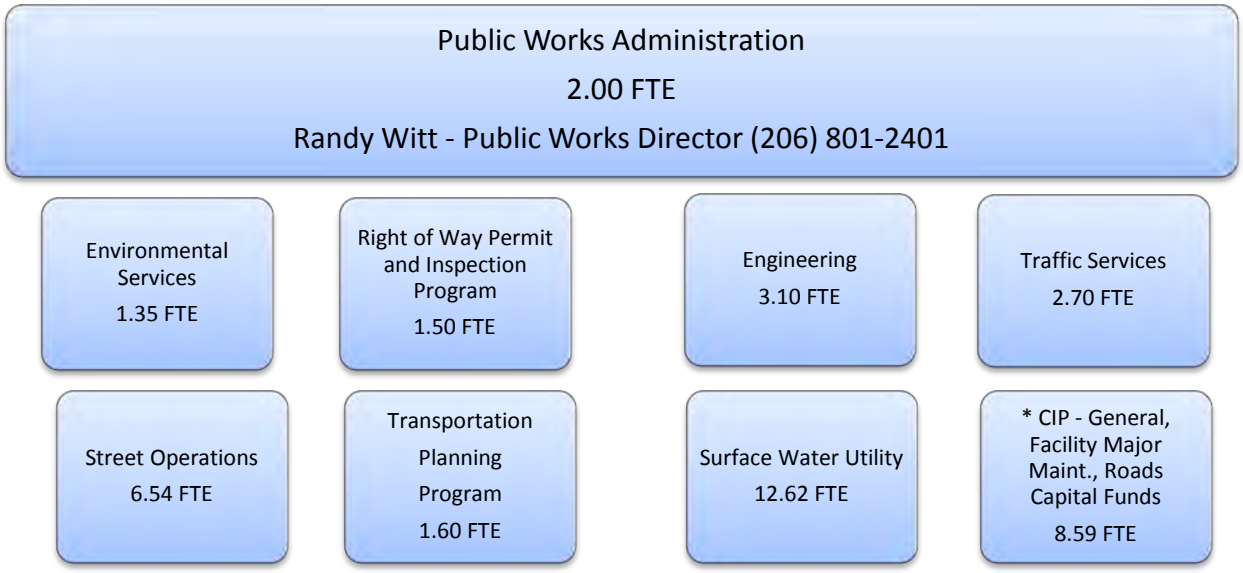
Public Works

This page has been intentionally left blank.

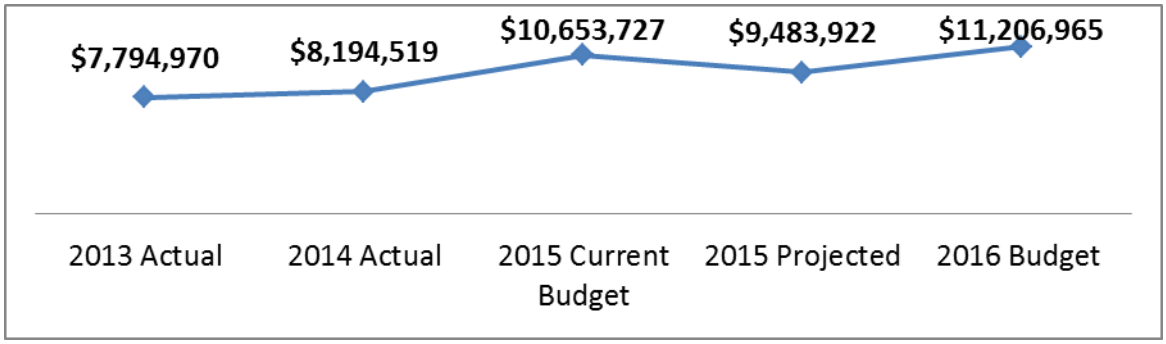
Public Works
2016 Budget

Department Mission Statement

Working together, protecting our resources, making a difference.

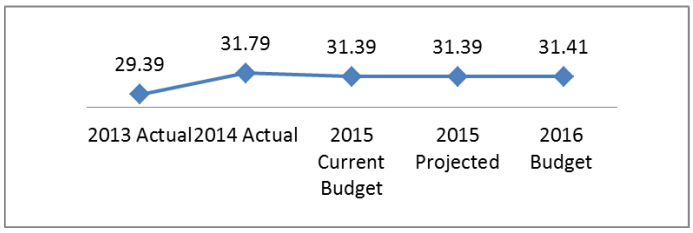


Expenditures Comparison 2013 – 2016

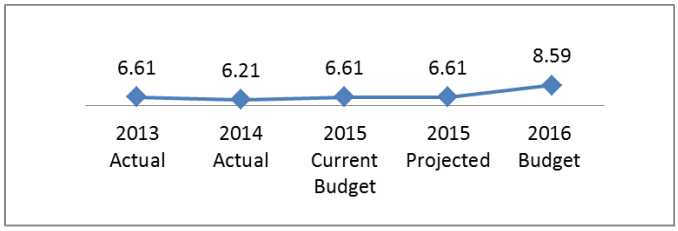


Staffing Trend 2013 – 2016

Operations FTEs



Capital FTEs



Public Works
2016 Budget

Staffing Summary by Program 2013 – 2016

Program	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Environmental Services	1.35	1.35	1.35	1.35	1.35	0.00	0.00%
Right-of-Way Permit & Inspection	2.05	2.05	2.05	2.05	1.50	(0.55)	(26.83%)
Street Operation	7.19	6.99	6.89	6.89	6.54	(0.35)	(5.01%)
Surface Water Utility	11.88	13.10	12.55	12.55	12.62	0.07	0.53%
Traffic Services	1.47	2.75	2.75	2.75	2.70	(0.05)	(1.82%)
Public Facility & Vehicle Maintenance & Operations	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Public Works Administration	1.15	1.15	1.15	1.15	2.00	0.85	73.91%
Engineering	3.05	3.05	3.05	3.05	3.10	0.05	1.64%
Transportation Planning Program	1.25	1.35	1.60	1.60	1.60	0.00	0.00%
Capital Projects	6.61	6.21	6.61	6.61	8.59	1.98	31.88%
Total FTE	36.00	38.00	38.00	38.00	40.00	2.00	5.26%

Public Works
2016 Budget

2016 Staffing Summary by Positions and FTEs

Position	Head Count	FTE
Public Works Director	1	1.00
City Engineer	1	1.00
Senior Management Analyst	1	1.00
Engineering Manager	1	1.00
Transportation Planning Manager	1	1.00
Capital Projects Manager II	3	3.00
Engineer II: Surface Water	1	1.00
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
Utility and 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	3	3.00
Administrative Assistant III	1	1.00
Engineering Technician	3	3.00
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
Construction Inspector	2	2.00
Department Total	40	40.00

2015 Council Goals and Work Plan Accomplishments

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

- Repaired over 60 feet of failing bank protection revetment in a City drainage easement on the Goheen property.
- Repaired Richmond Beach Saltwater Park Pedestrian Bridge to extend the life to 20+ years.
- Installed new sidewalks and ADA improvements adjacent to Einstein Middle School.
- Opened new separated trail on 195th as part of the Burke-Gilman Interurban Trail Connection.
- Completed implementation of comprehensive asset management system for roads and streets.

- Completed pavement condition assessment for city roads.
- Completed the review of the City's codes to meet City's NPDES Phase II permit requirements.
- Substantially completed construction of the Aurora Corridor improvements from N 192nd Street to N 205th Street.
- Identified viable multi-modal corridor improvement concepts to progress into environmental review and design for the 145th Street / SR 523 Corridor Study – from 3rd Ave to SR522/Lake City Way.

Goal 3: Prepare for two Shoreline light rail stations

- Reviewed and commented on the design of Sound Transit's Lynnwood Link Extension light rail project and its Final Environmental Impact Statement, identified impacts of concern and proposed options for mitigation.
- Identified staffing needs, code amendments and related policies and agreements required by the start of Final Design of Sound Transit's Lynnwood Link Extension light rail project in 2016 in order to ensure the City's issues and concerns are effectively addressed throughout the design, ROW, and construction process and that there is adequate staffing to support these efforts.

Goal 4: Enhance openness and opportunities for community engagement

- Communicated and provided opportunities for public input on key policies, including light rail station planning, safe community initiatives, the 145th Street / SR 523 Corridor Study, and other City projects.
- Worked with the Richmond Beach community to address potential traffic impacts from the proposed Point Wells development.

2016 Council Goals and Work Plan Objectives

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

- Update Surface Water Master Plan.
- Complete the Puget Sound Drainage Basins Study.
- Repair and rehabilitate Hidden Lake Bridge's end piers to add additional 20+ years of life to the bridge.
- Preserve existing infrastructure by completing asphalt overlays on portion of Meridian Ave. N, and 15th Ave. NE.
- Complete design and prepare for construction of a new Police Station at City Hall.
- Complete the 145th Street / SR 523 Corridor Study in early 2016.
- Complete the development of the City's Transit Service Integration Plan.
- Substantially complete design and environmental work for 145th improvements from Aurora/SR99 to I-5.

Goal 3: Prepare for two Shoreline light rail stations

- Work with Sound Transit to finalize mitigation associated with the Lynnwood Link Extension light rail project.

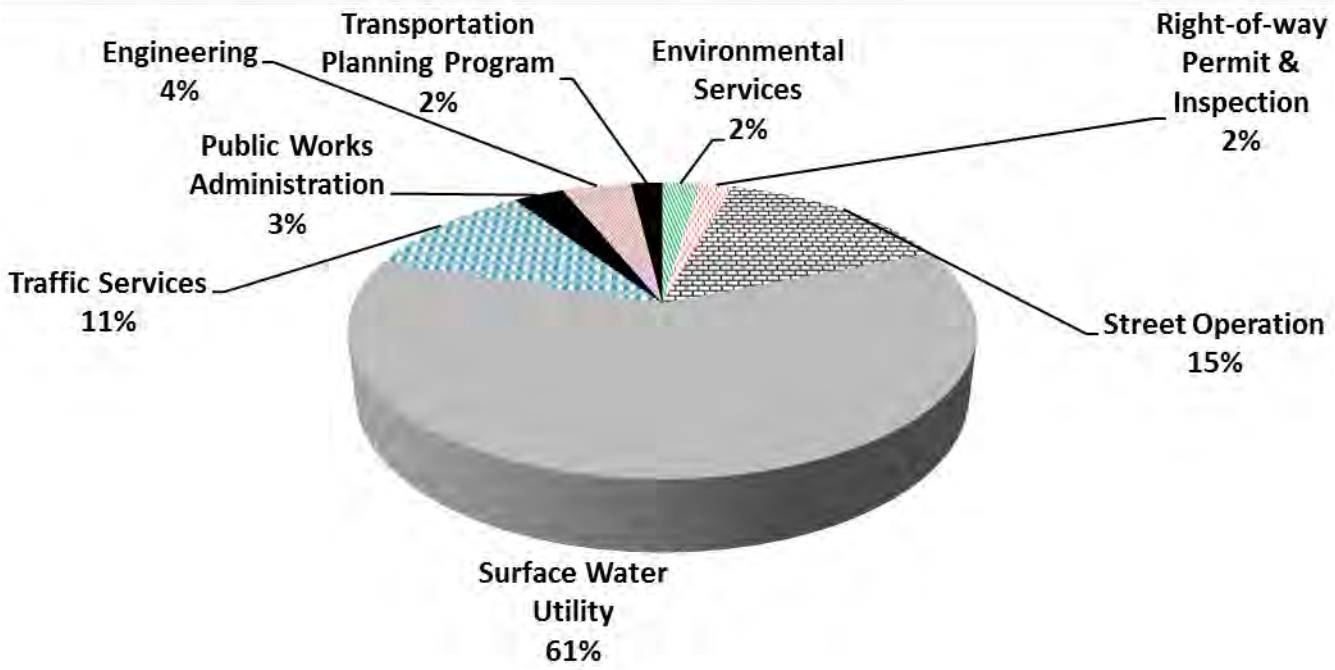
Goal 4: Enhance openness and opportunities for community engagement

- Communicate and provide opportunities for public input on key policies, including light rail station planning, safe community initiatives, the 145th Street / SR 523 Corridor Study, and other City projects.
- Continue working with the Richmond Beach community to address potential traffic impacts from the proposed Point Wells development.
- Provide input on Sound Transit's Lynnwood Link Extension light rail project design submittals.
- Award new solid waste contract and facilitate implementation through outreach and education to residents and businesses.
- Consider educational opportunities and products that assist residents with new solid waste contract options.
- Provide residents with the opportunity to recycle difficult-to-recycle items, and keep garbage rates lower by extending the life of the landfill.

Expenditures by Program 2013 – 2016

Program Budget	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Environmental Services	$445,382	$316,827	$422,665	$417,964	$252,580	($170,085)	(40.24%)
Right-of-way Permit & Inspection	$254,850	$265,872	$281,757	$261,091	$229,867	($51,890)	(18.42%)
Street Operation	$1,982,168	$1,747,600	$1,569,007	$1,555,341	$1,632,944	$63,937	4.07%
Surface Water Utility	$4,164,865	$4,333,429	$6,180,934	$5,038,021	$6,835,663	$654,729	10.59%
Traffic Services	$209,009	$657,757	$1,162,969	$1,152,682	$1,214,449	$51,480	4.43%
Public Works Administration	$224,028	$268,364	$226,548	$254,720	$349,251	$122,703	54.16%
Engineering	$360,741	$393,469	$593,755	$570,845	$476,887	($116,868)	(19.68%)
Transportation Planning Program	$153,927	$211,201	$216,092	$233,258	$215,324	($768)	(0.36%)
Total Program Budget	$7,794,970	$8,194,519	$10,653,727	$9,483,922	$11,206,965	$553,238	5.19%

Public Works
2016 Budget



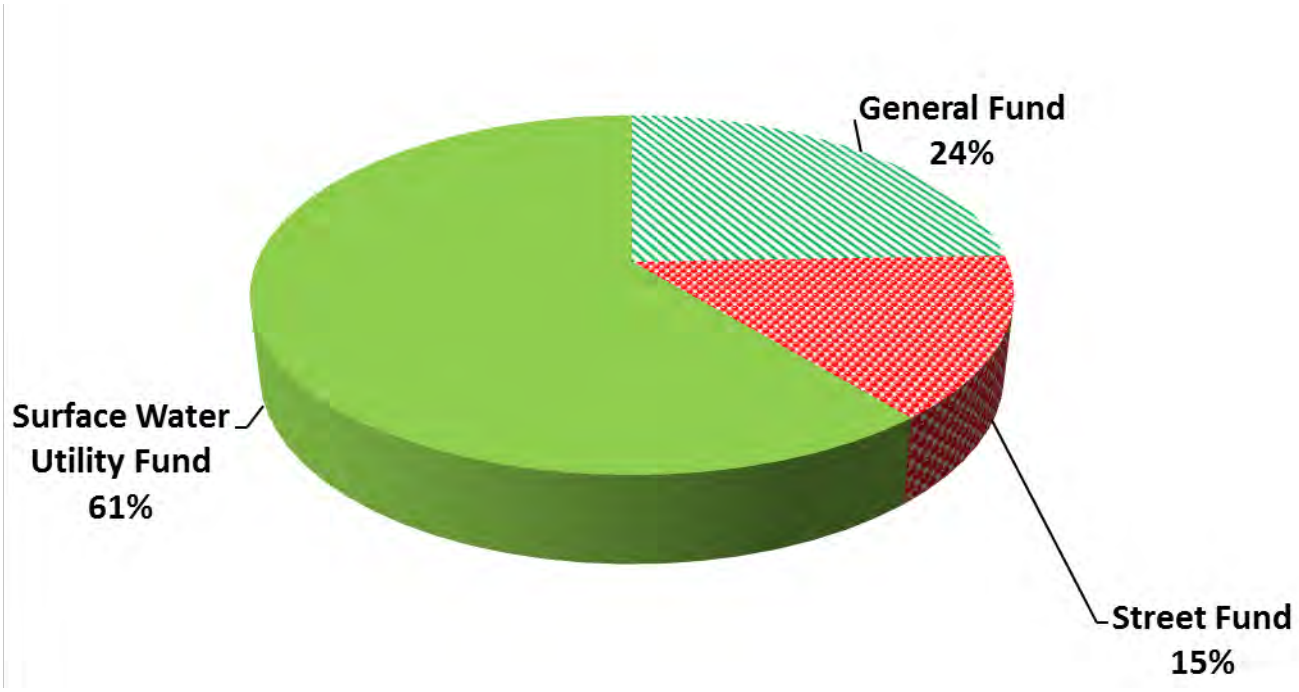
Revenue by Program 2013 – 2016

Program Budget	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Environmental Services	$470,350	$336,199	$381,455	$376,754	$267,390	($114,065)	(29.90%)
Right-of-w ay Permit & Inspection	$308,179	$257,480	$305,000	$207,925	$250,000	($55,000)	(18.03%)
Street Operation	$1,106,074	$1,122,830	$1,097,957	$1,166,304	$1,198,065	$100,108	9.12%
Surface Water Utility	$4,030,510	$3,842,355	$5,745,508	$3,764,694	$6,724,986	$979,478	17.05%
Traffic Services	$0	$0	$0	$0	$15,000	$15,000	0.00%
Total Program Revenue	$5,915,113	$5,558,864	$7,529,920	$5,515,677	$8,455,441	$925,521	12.29%
General Fund Subsidy	$1,882,611	$2,235,532	$2,217,331	$2,305,881	$2,205,968	($11,363)	(0.51%)
Use of Streets Fund Balance	($137,109)	($90,951)	$471,050	$389,037	$434,879	($36,171)	(7.68%)
Use of Surface Water Utility Fund Balance	$134,355	$491,074	$435,426	$1,273,327	$110,677	($324,749)	(74.58%)
Total Resources	$7,794,970	$8,194,519	$10,653,727	$9,483,922	$11,206,965	$553,238	5.19%

Public Works
2016 Budget

Expenditures by Fund 2013 – 2016

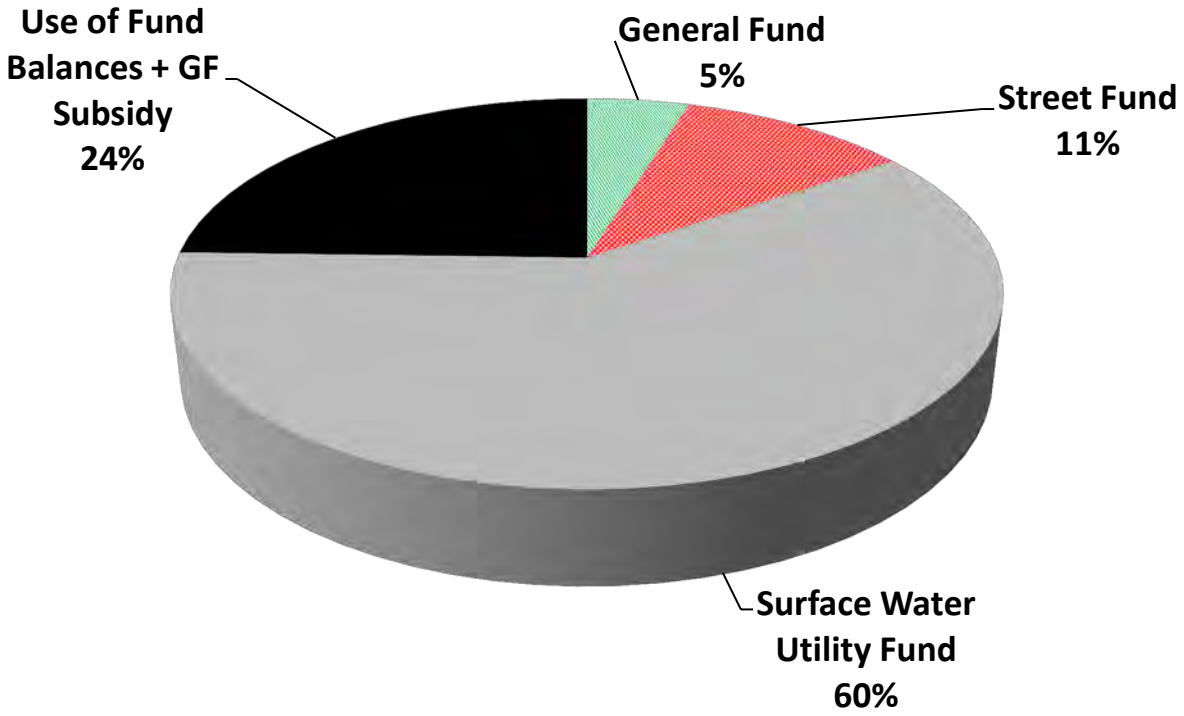
Public Works Expenditures by Fund	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
General Fund	$1,647,937	$2,113,490	$2,903,786	$2,890,560	$2,738,358	($165,428)	(5.70%)
Street Fund	$1,982,168	$1,747,600	$1,569,007	$1,555,341	$1,632,944	$63,937	4.07%
Surface Water Utility Fund	$4,164,865	$4,333,429	$6,180,934	$5,038,021	$6,835,663	$654,729	10.59%
Total Public Works Expenditures	$7,794,970	$8,194,519	$10,653,727	$9,483,922	$11,206,965	$553,238	5.19%



Revenue by Fund 2013 – 2016

Public Works Revenues by Fund	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
General Fund	$778,529	$593,679	$686,455	$584,679	$532,390	($154,065)	(22.44%)
Street Fund	$1,106,074	$1,122,830	$1,097,957	$1,166,304	$1,198,065	$100,108	9.12%
Surface Water Utility Fund	$4,030,510	$3,842,355	$5,745,508	$3,764,694	$6,724,986	$979,478	17.05%
Use of Fund Balances + GF Subsidy	$1,879,857	$2,635,655	$3,123,807	$3,968,245	$2,751,524	($372,283)	(11.92%)
Total Public Works Revenue	$7,794,970	$8,194,519	$10,653,727	$9,483,922	$11,206,965	$553,238	5.19%

Public Works
2016 Budget



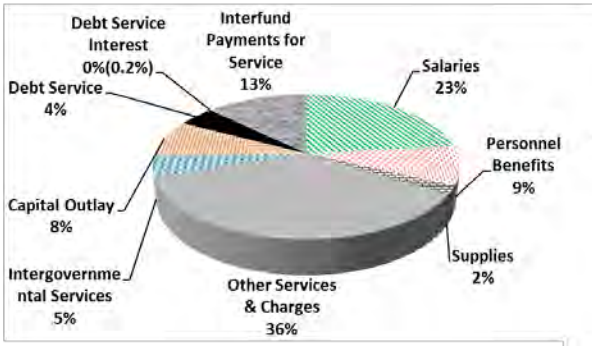
Expenditures by Type 2013 – 2016

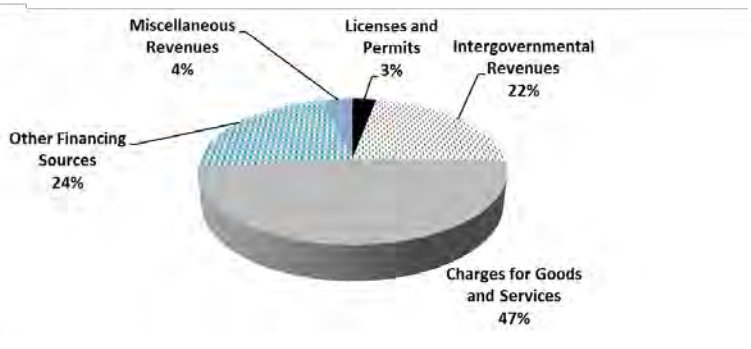
Object Category Name	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Salaries	$2,113,910	$2,345,461	$2,599,269	$2,481,770	$2,611,512	$12,243	0.47%
Personnel Benefits	$730,179	$831,304	$943,435	$865,850	$977,758	$34,323	3.64%
Supplies	$441,756	$245,337	$281,996	$219,696	$204,878	($77,118)	(27.35%)
Other Services & Charges	$1,763,957	$2,297,740	$3,100,644	$2,945,318	$4,028,405	$927,761	29.92%
Intergovernmental Services	$337,385	$473,537	$582,548	$532,652	$522,560	($59,988)	(10.30%)
Capital Outlay	$967,636	$463,986	$1,400,865	$876,239	$927,924	($472,941)	(33.76%)
Debt Service	$326,475	$326,475	$508,866	$326,475	$508,866	$0	0.00%
Debt Service Interest	$13,875	$12,243	$17,956	$17,956	$17,956	$0	0.00%
Interfund Payments for Service	$1,099,797	$1,198,437	$1,218,148	$1,217,966	$1,407,106	$188,958	15.51%
Total Public Works Expenditures	$7,794,970	$8,194,519	$10,653,727	$9,483,922	$11,206,965	$553,238	5.19%

Public Works
2016 Budget

Revenue by Type 2013 – 2016

Revenue Source	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Budget	2016 Budget versus 2015 Current Budget	Percentage Change
Licenses and Permits	$292,504	$272,765	$300,000	$220,000	$250,000	($50,000)	(16.67%)
Intergovernmental Revenues	$2,028,074	$1,539,334	$1,400,618	$1,465,314	$1,903,466	$502,848	35.90%
Charges for Goods and Services	$3,329,607	$3,526,035	$3,576,183	$3,576,183	$4,004,586	$428,403	11.98%
Fines & Forfeits	$23	$483	$0	$10	$0	$0	0.00%
Other Financing Sources	$0	$0	$2,000,000	$0	$2,000,000	$0	0.00%
Prop/Trst Gains & Other Income	$0	$0	$0	$0	$0	$0	0.00%
Miscellaneous Revenues	$264,905	$220,247	$253,119	$254,170	$297,389	$44,270	17.49%
Total Revenue	$5,915,113	$5,558,864	$7,529,920	$5,515,677	$8,455,441	$925,521	12.29%
General Fund Subsidy	$1,882,611	$2,235,532	$2,217,331	$2,305,881	$2,205,968	($11,363)	(0.51%)
Use of Streets Fund Balance	($137,109)	($90,951)	$471,050	$389,037	$434,879	($36,171)	(7.68%)
Use of Surface Water Utility Fund Balance	$134,355	$491,074	$435,426	$1,273,327	$110,677	($324,749)	(74.58%)
Total Resources	$7,794,970	$8,194,519	$10,653,727	$9,483,922	$11,206,965	$553,238	5.19%





Budget Changes

Expenditures

- Removed one-time supplemental for solid waste collection contract RFP/RFQ ($30,000) in Environmental Services.
- Removed one-time supplemental for Right-of-Way inventory and condition assessment ($56,000) in Engineering.
- Removed one-time supplemental for phase I of Section 504 and ADA implementation ($50,000) in Engineering. Added one-time supplemental ADA Transition Plan ($25,000 professional services) and One-time shift of Capital Project Manager Salary and Benefits from CIP to General Fund ($28,830 included in the

tables above under salary and benefits) in Engineering to continue the ADA Transition Plan for Section 504 and ADA compliance that was started in 2015. This was anticipated to be a two year process, and only 2015 funding was included in the 2015 Budget. The 2016 costs include professional services funding and a one-time reallocation of 20% of a Capital Project Manager from capital to operating budget in order to manage and oversee the project.

- Removed one-time supplemental for video inspection equipment and training ($35,000) in Surface Water Management.
- Added 1.00 FTE Capital Projects Manager 2 ($128,885) that will support delivery of the Public Works Department Transportation Planning Division's projects and services. This position will focus on managing the design and construction of the City's major transportation capital improvement projects. In 2016 this position will be primarily focused on the 145th Street Corridor Study. In future years this Study will move from development of improvement concepts in the 145th Corridor Study to the design, environmental review, right-of-way acquisition and construction phases of the project.
- Added 1.00 FTE Administrative Assistant 2 ($57,220) that is intended to provide support to all divisions within the Public Works Department – Utilities and Operations, Engineering, and Transportation Planning. This positon is budgeted in 2016 with an April 1 start date. The full annual cost will be approximately $71,000.
- Added one-time supplemental for consultant services ($50,000) in Public Works Administration to provide funds for consultant services to support a number of complex projects and emerging issues that Public Work's staff will work on over the next several years. This request would help address Council directed items such as the 0.9 volume to capacity level of service for collector arterials.
- Added on-going budget change for Street Operations Extra Help ($17,500) in Street Operations for an extra help position to support Street Operations for 5 months (May through September). The warm weather months are Street Operations busiest time of the year. Staff is performing asphalt patching, crack sealing, sidewalk repairs, and vegetation management activities throughout the City. The proposed Extra Help staff would be used for flagging, vegetation management, and general labor tasks in order

to free up full time staff to concentrate on street repairs. The increase in extra help is offset by a decrease in intergovernmental professional services of $17,500.

- Added one-time budget change for professional services ($35,000) support to help the City meet its NPDES Phase II permit requirements. This support includes addressing the needs identified in the NPDES Phase II Permit GAP Analysis and Needs Assessment report completed in December 2014. These needs include revising Shoreline Municipal Codes, Standards and Policies to require Low-Impact-Development (LID) and best management practices. Also, for third party consultants to develop public education and outreach materials and to implement the evaluation component of the outreach efforts.
- Added one-time budget change for upgrade to scheduled vehicle replacement ($13,239) in Surface Water Management of a two-wheel drive (2WD) pickup truck to include four-wheel drive (4WD). By upgrading the existing 2WD Chevy Silverado Pickup to a 4WD which matches an existing vehicle used by Surface Water Utility, staff will be able to provide a variety of stormwater infrastructure maintenance and improvement services and comply with the Phase II NPDES Permit. This new proposed vehicle is better suited for the work performed by the Utility. The upgrade results in a net increase of $491 in ongoing expenses for operation and maintenance and replacement charges.

Revenues

- The Surface Water Utility storm drainage fees are increasing by 4%, from $145.84/parcel SFR residential in 2015 to $151.67/parcel in 2016.

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: EFFICIENCY	2012	2013	2014	2015 Est.	2016 Proj.
Public Works Administration as a percent of the total Public Works Budget	**4.4%**	**3.0%**	**2.9%**	**2.2%**	**3.1%**

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	2012	2013	2014	2015 Est.	2016 Proj.
Tons recycled at City recycling events	160	202	197	200	200

Measurement: WORKLOAD	2012	2013	2014	2015 Est.	2016 Proj.
Pounds of household batteries recycled	9,511	12,059	8,840	5,500	5,500

Measurement: INPUT	2012	2013	2014	2015 Est.	2016 Proj.
Number of households participating in annual recycling events	3,548	3,928	4,235	4,350	3,600

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	**2012**	**2013**	**2014**	**2015 Est.**	**2016 Proj.**
Number of ROW inspections completed per FTE	**775**	**750**	**441**	**400**	**425**

Measurement: WORKLOAD	**2012**	**2013**	**2014**	**2015 Est.**	**2016 Proj.**
Number of inspections performed	**1,320**	**1,321**	**882**	**800**	**850**
Number of right-of-way permits issued	**694**	**424**	**534**	**400**	**500**

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: **WORKLOAD**	**2012**	**2013**	**2014**	**2015 Est.**	**2016 Proj.**
Council presentations made	**10**	**10**	**15**	**10**	**10**
Regional Transportation Coordination meetings attended	**100**	**100**	**100**	**20**	**20**

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	2012	2013	2014	2015 Est.	2016 Proj.
Percentage of citizens surveyed who are very satisfied or somewhat satisfied with the flow of traffic and congestion.	**54%**	**54%**	**51%**	**51%**	**51%**

Measurement: WORKLOAD	2012	2013	2014	2015 Est.	2016 Proj.
Number of active residential areas involved in the NTSP Program	**25**	**27**	**16**	**20**	**20**
Number of residential area traffic projects completed per year	**7**	**3**	**4**	**3**	**3**
Number of service requests received	**50**	**50**	**200**	**310**	**350**
Number of traffic counts completed each year	**241**	**416**	**231**	**230**	**200**
Number of work orders issued	**200**	**250**	**117**	**200**	**200**

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	2012	2013	2014	2015 Est.	2016 Proj.
Average PCI (Pavement Condition Index) for all City streets. ***NOTE: Improved pavement rating due to 27.2 miles of road resurfaced since 2012	70	70	70	81	81
Percentage of citizens surveyed that are satisfied with the adequacy of city street lighting on arterial streets	58%	58%	56%	56%	56%

Measurement: EFFICIENCY	2012	2013	2014	2015 Est.	2016 Proj.
Annual street operation expenditures per paved lane mile in the City	$4,788	$4,992	$4,899	$4,796	$4,900
Cost per lane mile for BST (Bituminous Surface Treatment) **Note: No BST planned for 2016**	$51,078	$44,094	$35,935	$35,297	$0
Cost per lane mile of street sweeping **Note: Increase in 2016 to capture fully-loaded costs	$46.68	$31.80	$49.00	$46.99	$87.00

Measurement: WORKLOAD	2012	2013	2014	2015 Est.	2016 Proj.
Number of lane miles resurfaced with asphalt overlay	0	3.17	2.05	0	2.12
Number of lane miles swept	1,734	1,800	2,180	2,350	2,350
Number of miles resurfaced with BST (Bituminous Surface Treatment)	5.5	4.2	11.9	10.0	0
Number of traffic signs maintained	428	450	450	450	450

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	2012	2013	2014	2015 Est.	2016 Proj.
Number of Raingarden/Conservation Landscaping Rebates	N/A	1	8	8	10
Number of storm drains adopted through the Adopt-A-Drain Program (total)	59	71	126	163	170
Percentage of catch basins routinely cleaned annually	25%	34%	7%	7%	8%
Percentage of ditches cleaned **New in 2016**	N/A	N/A	N/A	10%	10%
Percentage of Drainage and WQ Services Requests Closed	N/A	98%	95%	88%	90%
Percentage of Pipes Cleaned **New in 2016**	N/A	N/A	N/A	5%	4%
Percentage of privately owned stormwater facilities passing maintenance	90%	90%	91%	90%	90%

Measurement: WORKLOAD	2012	2013	2014	2015 Est.	2016 Proj.
Number of Completed Work Orders	N/A	700	1,663	1,200	1,200
Number of drainage or flooding service requests	100	89	208	100	100
Number of privately owned stormwater facilities to inspect	263	281	182	180	180
Number of water quality services requests	5	12	44	40	40

BUDGET BY FUND

This page has been intentionally left blank.

City Fund Structure

Fund Structure

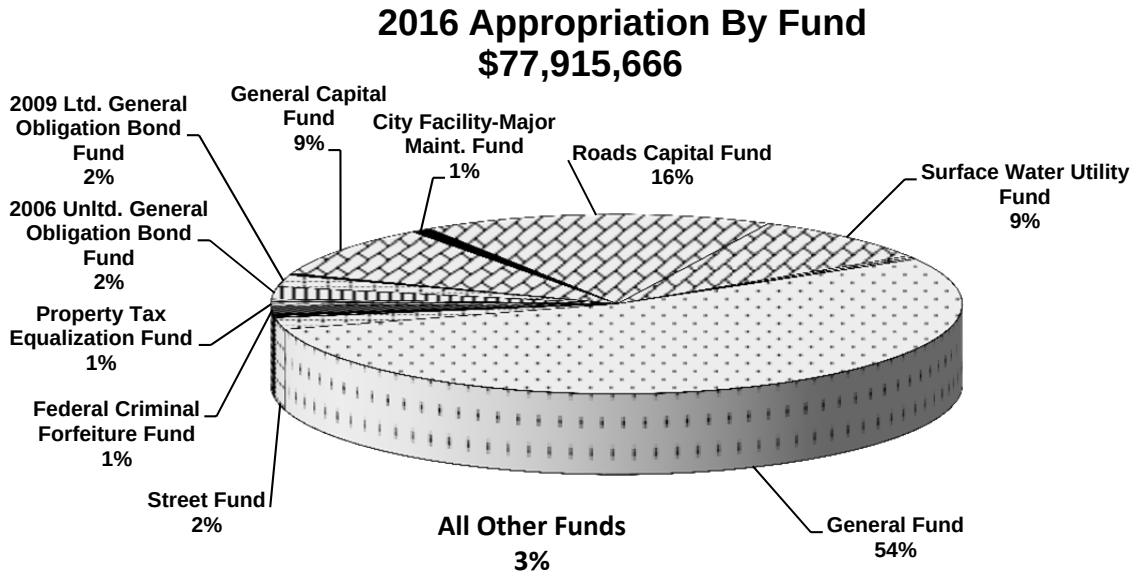
The City has established a variety of funds that are used to collect revenues and hold funds in reserve for specified purposes. The City has five categories of funds; operating, capital, enterprise, internal service and agency. Operating funds collect a variety of revenues to support the City's various 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 2016, the City's funds breakdown is as follows:

	Fund	Percent of City's total budget
MAJOR FUND	General Fund	53.75%
MAJOR FUND	Roads Capital Fund	16.37%
MAJOR FUND	General Capital Fund	9.38%
MAJOR FUND	Surface Water Utility Fund	8.77%
	2006 General Obligation Bond Fund	2.20%
	2009 General Obligation Bond Fund	2.13%
	Street Fund	2.10%
	Federal Criminal Forfeiture Fund	1.48%
	City Facility Major Maintenance and Public Art Fund	0.97%
	Property Tax Equalization Fund	0.62%
	Traffic Impact Fees Fund	0.46%
	Vehicle Maintenance and Operations Fund	0.35%
	Federal Drug Enforcement Forfeiture Fund	0.34%
	2013 General Obligation Bond Fund	0.33%
	Equipment Replacement Fund	0.27%
	State Drug Enforcement Forfeiture Fund	0.22%
	Code Abatement Fund	0.13%
	Public Art Fund	0.11%
	Unemployment Fund	0.02%
	Revenue Stabilization 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 52% 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**	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

Fund Name	Description
Forfeiture Fund	assets seized and forfeited during the joint investigations of illegal drug activity with state agencies.
Fund 109 **Public Arts Fund**	The purpose of this fund is to account for the 1% for Arts program. An amount equal to 1% of capital construction contracts will be transferred from each capital fund. Funding will be utilized for public art projects.
Fund 112 **Federal Drug Enforcement Forfeiture Fund**	The purpose of this fund is to account for monies received by the City representing the City's share of assets seized and forfeited during the joint investigations of illegal drug activity with federal agencies.
Fund 115 **Property Tax Equalization Fund**	The purpose of the Property Tax Equalization Fund is to accumulate and disburse proceeds from the City's maintenance and operations levy over the six year levy period.
Fund 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.
Fund 221 **2013 Limited Tax General Obligation Bond Fund**	This fund is used to record the principal and debt service payments related to the 2013 Limited Tax General Obligation bonds issued to fund the acquisition and improvements of a maintenance facility
	Capital Funds
	Funds that are specifically designated for major capital improvements.
Fund 117 **Traffic Impact Fees Fund**	The Traffic Impact Fees Fund accounts for the collection and use of transportation impact fees, which became effective on January 1, 2015.
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.

Fund Name	Description
	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.



All Funds Historical Revenue/Expenditure Summary

	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Proposed Budget	2016 Proposed Budget vs. 2015 Current Budget
RESOURCES						
Beginning Fund Balance	**$ 29,973,214**	**$ 33,107,403**	**$ 34,162,053**	**$ 34,162,053**	**$ 27,322,608**	**$ (6,839,445)**
Revenues & Transfers-In						
General Fund **(Major Fund)**	$ 34,835,965	$ 36,012,206	$ 35,648,691	$ 35,951,240	$ 37,034,031	1,385,340
Street Fund	2,119,276	1,838,552	1,383,163	1,451,510	1,442,468	59,305
Revenue Stabilzation Fund	3,112	-	-	-	-	-
Property Tax Equalization Fund	1,771	1,104	-	-	-	-
Code Abatement Fund	3,674	13,934	80,550	85,650	80,550	-
State Drug Enforcement Forfeiture Fund	73,622	57,478	13,800	13,931	18,243	4,443
Federal Drug Enforcement Forfeiture Fund	37,587	114,249	20,750	7,737	28,200	7,450
Federal Criminal Forfeiture Fund	1,206,607	1,653	38,945	234,771	978,500	939,555
Public Art Fund	10,337	13,893	5,000	5,000	6,500	1,500
2006 Unltd. General Obligation Bond Fund	1,504,752	1,697,774	1,700,000	1,700,000	1,700,000	-
2009 Ltd. General Obligation Bond Fund	1,660,019	1,662,567	1,663,217	1,663,217	1,663,417	200
2013 Ltd. General Obligation Bond Fund	-	260,823	260,823	260,823	260,948	125
Traffic Impact Fees Fund	-	-	-	200,000	200,000	200,000
General Capital Fund **(Major Fund)**	4,948,266	1,396,996	3,163,261	3,443,088	6,451,948	3,288,687
City Facility -Major Maintenance Fund	74,398	74,223	125,449	175,449	724,481	599,032
Roads Capital Fund **(Major Fund)**	4,580,289	18,674,842	21,450,709	21,266,001	11,323,028	(10,127,681)
Surface Water Utility Fund **(Major Fund)**	4,030,510	3,842,356	5,745,508	3,764,694	6,724,986	979,478
Vehicle Operations Fund	198,612	230,443	263,950	220,305	256,216	(7,734)
Equipment Replacement Fund	387,540	272,350	335,185	338,077	504,850	169,665
Unemployment Fund	17,576	17,562	-	-	-	-
Total Revenues & Transfers-In	$ 55,693,913	$ 66,183,005	$ 71,899,001	$ 70,781,493	$ 69,398,366	$ (2,500,635)
Total Resources	**$ 85,667,127**	**$ 99,290,408**	**$ 106,061,054**	**$ 104,943,546**	**$ 96,720,974**	**$ (9,340,080)**
USES						
Expenditures & Transfers Out						
General Fund **(Major Fund)**	$ 33,424,382	$ 35,425,424	$ 38,152,434	$ 38,168,702	$ 41,878,507	$ 3,726,073
Street Fund	1,982,169	1,747,598	1,569,007	1,555,341	1,632,944	63,937
Revenue Stabilzation Fund	-	-	-	-	-	-
Property Tax Equalization Fund	-	-	-	-	481,584	481,584
Code Abatement Fund	4,375	11,455	100,000	89,196	100,000	-
State Drug Enforcement Forfeiture Fund	3,027	13,054	13,800	10,584	168,243	154,443
Federal Drug Enforcement Forfeiture Fund	1,400	5,738	65,750	62,000	263,000	197,250
Federal Criminal Forfeiture Fund	52,604	21,905	534,358	1,823,405	1,156,101	621,743
Public Art Fund	31,640	32,172	54,408	38,908	84,216	29,808
2006 Unltd. General Obligation Bond Fund	1,704,351	1,706,352	1,712,175	1,712,175	1,710,375	(1,800)
2009 Ltd. General Obligation Bond Fund	1,660,018	1,661,071	1,663,217	1,663,217	1,663,417	200
2013 Ltd. General Obligation Bond Fund	-	260,823	260,823	260,823	260,948	125
Traffic Impact Fee Fund	-	-	-	-	359,775	359,775
General Capital Fund	4,422,606	1,760,558	3,492,919	3,617,414	7,305,402	3,812,483
City Facility -Major Maintenance Fund	178,686	35,906	348,525	368,525	758,500	409,975
Roads Capital Fund **(Major Fund)**	4,592,459	17,799,797	23,749,289	22,210,310	12,758,137	(10,991,152)
Surface Water Utility Fund	4,164,865	4,333,429	6,180,934	5,038,021	6,835,663	654,729
Vehicle Operations Fund	153,835	178,084	278,950	253,536	271,216	(7,734)
Equipment Replacement Fund	176,830	128,831	954,714	738,781	210,138	(744,576)
Unemployment Fund	6,477	6,158	17,500	10,000	17,500	-
Total Expenditures & Transfers Out	$ 52,559,724	$ 65,128,355	$ 79,148,803	$ 77,620,938	$ 77,915,666	$ (1,233,137)
Ending Fund Balance	**$ 33,107,403**	**$ 34,162,053**	**$ 26,912,251**	**$ 27,322,608**	**$ 18,805,308**	**$ (8,106,943)**
Total Uses	**$ 85,667,127**	**$ 99,290,408**	**$ 106,061,054**	**$ 104,943,546**	**$ 96,720,974**	**$ (9,340,080)**

General Fund (001) Summary

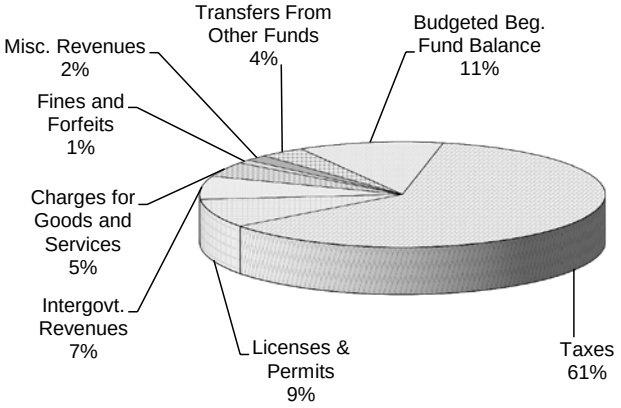
The General Fund is used to pay the expenses and liabilities of the City associated with general service functions that are not budgeted in special revenue funds. The primary sources of revenue are general purpose State and local taxes.

Department: Various
Program: Various

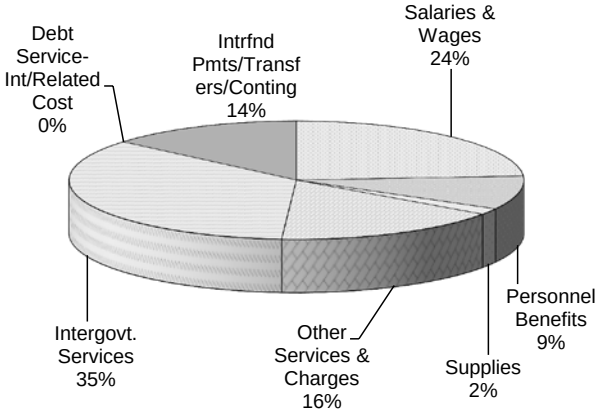
	2012 Actual	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Proposed Budget	2016 Proposed Budget vs. 2015 Current Budget	Percent Change
Beginning Fund Balance	**$ 6,714,913**	**$ 9,864,642**	**$ 11,276,225**	**$ 11,863,007**	**$ 11,863,007**	**$ 9,645,545**	**$(2,217,462)**	**(19%)**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ 2,503,743	$ -	$ 4,844,476	$ 2,340,733	93%
Taxes	24,356,913	24,077,661	24,567,487	24,835,189	25,121,827	25,737,960	902,771	4%
Licenses & Permits	3,664,169	3,681,482	3,799,280	3,474,752	3,724,555	3,681,024	206,272	6%
Intergovt. Revenues	3,032,332	3,074,403	3,066,342	3,207,155	2,935,938	2,978,963	(228,192)	(7%)
Charges for Goods and Service	1,783,227	1,851,738	2,157,490	1,946,837	2,012,807	1,919,316	(27,521)	(1%)
Fines and Forfeits	606,040	507,490	422,263	454,050	454,000	454,050	-	0%
Misc. Revenues	609,475	657,834	1,012,837	749,694	721,099	760,373	10,679	1%
Total Revenue	$ 34,052,157	$ 33,850,608	$ 35,025,699	$ 37,171,420	$ 34,970,226	$ 40,376,162	$ 3,204,742	9%
Proceeds from Street Vacation		39,312						
Proceeds from Sale of Capital Assets			7,407					
Transfers From Other Funds	999,089	946,045	979,100	981,014	981,014	1,502,345	521,331	53%
Total Funding Sources	$ 35,051,246	$ 34,835,965	$ 36,012,206	$ 38,152,434	$ 35,951,240	$ 41,878,507	$ 3,726,073	10%
Use of Funds								
Salaries & Wages	$ 8,380,651	$ 8,710,317	$ 9,152,001	$ 9,636,808	$ 9,513,098	$ 10,023,305	$ 386,497	4%
Personnel Benefits	2,830,719	3,059,296	3,258,113	3,552,790	3,456,905	3,835,116	282,326	8%
Supplies	599,138	738,595	727,230	775,715	776,576	712,137	(63,578)	(8%)
Other Services & Charges	4,679,718	5,273,152	5,798,176	6,896,455	6,900,207	6,802,536	(93,919)	(1%)
Intergovt. Services	12,256,431	12,800,513	13,680,805	13,697,223	14,206,484	14,729,397	1,032,174	8%
Capital Outlays	51,644	16,185	46,073	40,500	40,500	-	(40,500)	(100%)
Debt Service-Int/Related Cost	-	-	20	-	332	-	-	0%
Intrfnd Pmts/Transfers/Conting	3,103,219	2,826,324	2,763,006	3,552,943	3,274,600	5,776,016	2,223,073	63%
Total Expenditures	$ 31,901,517	$ 33,424,382	$ 35,425,424	$ 38,152,434	$ 38,168,702	$ 41,878,507	$ 3,726,073	10%
Ending Fund Balance	**$ 9,864,642**	**$ 11,276,225**	**$ 11,863,007**	**$ 9,359,264**	**$ 9,645,545**	**$ 4,801,069**	**$(4,558,195)**	**(49%)**
Total FTE's	**111.61**	**112.75**	**115.13**	**117.18**	**117.18**	**120.88**	**3.70**	**3%**

The 2016 ending fund balance is $4,844,476 less than the projected 2015 ending fund balance. Available fund balance is being used for the Operating Contingency of $710,634, the Insurance Reserve of $255,000, one-time CIP support of $2,650,000, and one-time supplemental requests totaling $1,228,842 as detailed in the Transmittal Letter.

2016 Funding Sources



2016 Use of Funds



Street Fund (101) Summary

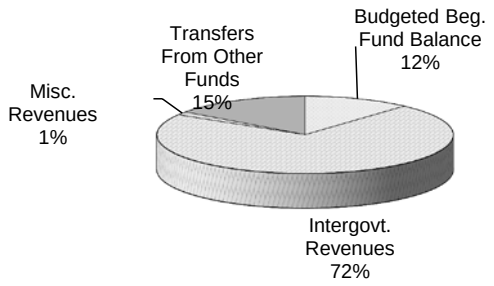
The Street Fund provides support for street Fuel tax is the major source of revenue. Funds are transferred from the General Fund to subsidize the Street Operations .

Department: Public Works
Programs: Street Operations

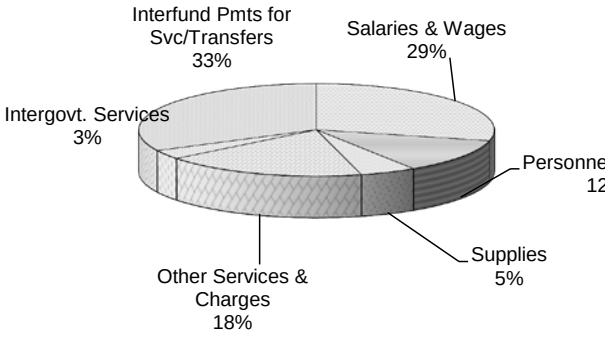
	2012 Actual	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Proposed Budget	2016 Proposed Budget vs. 2015 Current Budget	Percent Change
Beginnning Fund Balance	**$ 836,356**	**$ 764,747**	**$ 901,854**	**$ 992,808**	**$ 992,808**	**$ 888,977**	**$ (103,831)**	**(10%)**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ 185,844	$ -	$ 190,476	$ 4,632	2%
Licenses & Permits	-	-	-	-	-	-	-	0%
Intergovt. Revenues	1,100,239	1,101,243	1,107,076	1,095,457	1,145,668	1,175,565	80,108	7%
Charges for Goods and Services	-	-	-	-	-	-	-	0%
Fines and Forfeits	28	23	483	-	10	-	-	0%
Misc. Revenues	3,023	4,807	15,271	2,500	20,626	22,500	20,000	800%
Total Revenue	$ 1,103,290	$ 1,106,073	$ 1,122,830	$ 1,283,801	$ 1,166,304	$ 1,388,541	$ 104,740	8%
Transfers From Other Funds	918,218	1,013,203	715,722	285,206	285,206	244,403	(40,803)	(14%)
Total Funding Sources	$ 2,021,508	$ 2,119,276	$ 1,838,552	$ 1,569,007	$ 1,451,510	$ 1,632,944	$ 63,937	4%
Use of Funds								
Salaries & Wages	$ 475,834	$ 385,391	$ 413,739	$ 472,766	$ 462,239	$ 470,797	$ (1,969)	(0%)
Personnel Benefits	179,072	153,785	167,444	185,350	181,668	196,194	10,844	6%
Supplies	78,554	78,131	105,051	82,833	83,740	83,150	317	0%
Other Services & Charges	595,134	774,919	262,001	298,264	299,364	300,822	2,558	1%
Intergovt. Services	207,352	166,825	224,688	50,000	50,000	52,500	2,500	5%
Capital Outlays	-	-	121,692	85,844	85,844	-	(85,844)	(100%)
Interfund Pmts for Svc/Transfers	557,171	423,118	452,983	393,950	392,486	529,481	135,531	34%
Total Expenditures	$ 2,093,117	$ 1,982,169	$ 1,747,598	$ 1,569,007	$ 1,555,341	$ 1,632,944	$ 63,937	4%
Ending Fund Balance	**$ 764,747**	**$ 901,854**	**$ 992,808**	**$ 806,964**	**$ 888,977**	**$ 698,501**	**$ (108,463)**	**(13%)**
Total FTE's	**7.76**	**7.19**	**6.99**	**6.89**	**6.89**	**6.54**	**(0.35)**	**(5%)**

The 2016 ending fund balance is $190,476 less than the projected 2015 ending fund balance. A total of $190,476 of accumulated funds from prior years is being appropriated to meet 2016 expenditure needs.

2016 Funding Sources



2016 Use of Funds



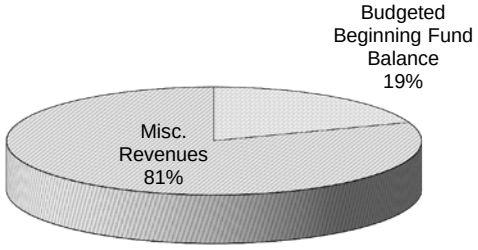
Code Abatement Fund (107) Summary

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.

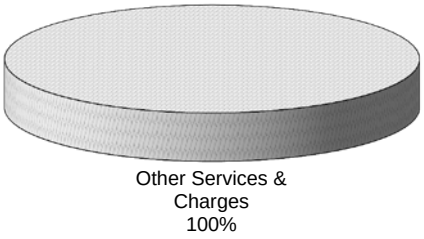
Department: Planning & Community Development
Program: Code Abatement Operations

	2012 Actual	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Proposed Budget	2016 Proposed Budget vs. 2015 Current Budget	Percent Change
Beginning Fund Balance	**$ 173,105**	**$ 173,820**	**$ 173,119**	**$ 175,598**	**$ 175,598**	**$ 172,052**	**$ (3,546)**	**(2%)**
Funding Sources								
Budgeted Beginning Fund Bala	$ -	$ -	$ -	$ 19,450	$ -	$ 19,450	$ -	0%
Fines and Forfeits	-	1,221	3,550	-	-	-	-	0%
Misc. Revenues	3,169	2,453	10,384	80,550	85,650	80,550	-	0%
Total Revenue	$ 3,169	$ 3,674	$ 13,934	$ 100,000	$ 85,650	$ 100,000	$ -	0%
Other Financing/Transfers In	-	-	-	-	-	-	-	0%
Total Funding Sources	$ 3,169	$ 3,674	$ 13,934	$ 100,000	$ 85,650	$ 100,000	$ -	0%
Use of Funds								
Supplies	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0%
Other Services & Charges	2,387	4,375	11,455	100,000	89,196	100,000	-	0%
Intergovernmental Services	67	-	-	-	-	-	-	0%
Total Expenditures	$ 2,454	$ 4,375	$ 11,455	$ 100,000	$ 89,196	$ 100,000	$ -	0%
Ending Fund Balance	**$ 173,820**	**$ 173,119**	**$ 175,598**	**$ 156,148**	**$ 172,052**	**$ 152,602**	**$ (3,546)**	**(2%)**
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0%**

2016 Funding Sources



2016 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.

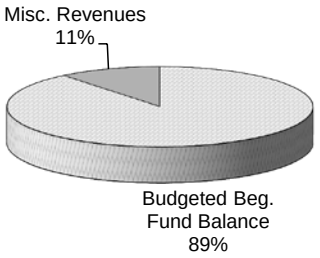
Department: Police
Program: State Seizures

	2012 Actual	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Proposed Budget	2016 Proposed Budget vs. 2015 Current Budget	Percent Change
Beginning Fund Balance	**$ 26,376**	**$ 84,036**	**$ 154,631**	**$ 199,055**	**$ 199,055**	**$ 202,402**	**$ 3,347**	**2%**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ -	$ -	$ 150,000	$ 150,000	0%
Fines & Forfeits	-	-	-	-	-	-	-	0%
Misc. Revenues	76,982	73,622	57,478	13,800	13,931	18,243	4,443	32%
Total Revenue	$ 76,982	$ 73,622	$ 57,478	$ 13,800	$ 13,931	$ 168,243	$ 154,443	1119%
Transfers From Other Funds							-	0%
Total Funding Sources	$ 76,982	$ 73,622	$ 57,478	$ 13,800	$ 13,931	$ 168,243	$ 154,443	1119%
Use of Funds								
Salaries & Wages*	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0%
Supplies	2,537	984	-	800	400	800	-	0%
Other Services & Charges	16,785	2,043	13,054	13,000	10,184	17,443	4,443	34%
Intergovernmental Services	-	-	-	-	-	-	-	0%
Capital Outlays	-	-	-	-	-	-	-	0%
Interfund Payments for Service	-	-	-	-	-	150,000	150,000	0%
Total Expenditures	$ 19,322	$ 3,027	$ 13,054	$ 13,800	$ 10,584	$ 168,243	$ 154,443	1119%
Ending Fund Balance	**$ 84,036**	**$ 154,631**	**$ 199,055**	**$ 199,055**	**$ 202,402**	**$ 52,402**	**$ (146,653)**	**(74%)**
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0%**

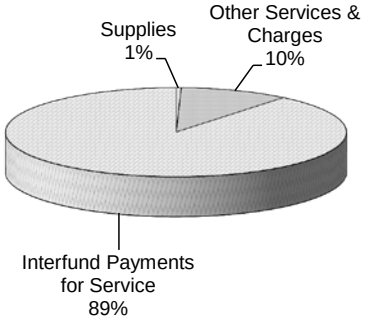
* Salaries and wages expenditures represent Payments for Overtime

The 2016 ending fund balance is $150,000 less than the projected 2015 ending fund balance. Accumulated forfeiture funds will be used for a one-time transfer to the General Capital Fund for the Police Station at City Hall project.

2016 Funding Sources



2016 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.

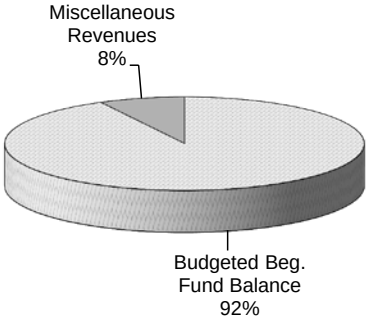
Department: Parks, Recreation, and Cultural Services
Program: Public Arts Administration

	2012 Actual	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Proposed Budget	2016 Proposed Budget vs. 2015 Current Budget	Percent Change
Beginning Fund Balance	**$ 286,263**	**$ 273,106**	**$ 251,803**	**$ 233,524**	**$ 233,524**	**$ 199,616**	**$ (33,908)**	**(15%)**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ 49,408	$ -	$ 77,716	$ 28,308	57%
Intergovt. Revenues	4,000	5,500	3,500	-	-	-	-	0%
Miscellaneous Revenues	1,735	1,173	1,222	5,000	5,000	6,500	1,500	30%
Transfers From Other Funds	7,541	3,664	9,171	-	-	-	-	0%
Total Funding Sources	$ 13,276	$ 10,337	$ 13,893	$ 54,408	$ 5,000	$ 84,216	$ 29,808	55%
Use of Funds								
Salaries & Wages*	$ 8,647	$ 9,106	$ 8,195	$ 8,680	$ 8,680	$ 13,406	$ 4,726	54%
Personnel Benefits	735	765	684	728	728	1,485	757	104%
Supplies	1,451	621	1,354	-	-	24,325	24,325	0%
Other Services & Charges	15,599	21,148	21,939	5,000	8,000	5,000	-	0%
Capital Outlays	-	-	-	40,000	21,500	40,000	-	0%
Interfund Payments for Service	-	-	-	-	-	-	-	0%
Total Expenditures	$ 26,433	$ 31,640	$ 32,172	$ 54,408	$ 38,908	$ 84,216	$ 29,808	55%
Ending Fund Balance	**$ 273,106**	**$ 251,803**	**$ 233,524**	**$ 184,116**	**$ 199,616**	**$ 121,900**	**$ (62,216)**	**(34%)**
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0%**

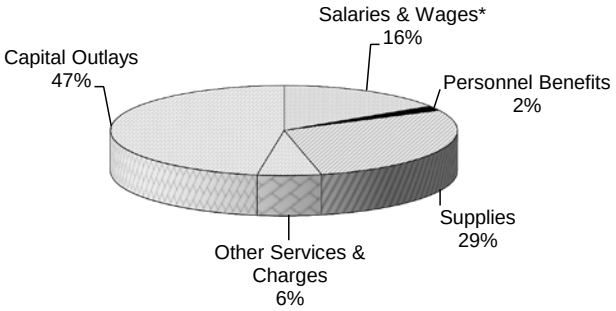
* Salaries and wages expenditures represent Payments for Extra Help staff

The 2016 ending fund balance is $77,716 less than the projected 2015 ending fund balance. As capital projects have been constructed, funds have been accumulating in this fund. During 2016, work will continue on several public arts projects using the accumulated balance, including $29,808 for a supplemental request related to banners along Aurora Ave.

2016 Funding Sources



2016 Use of Funds



Federal Drug Enforcement Forfeiture Fund (112) Summary

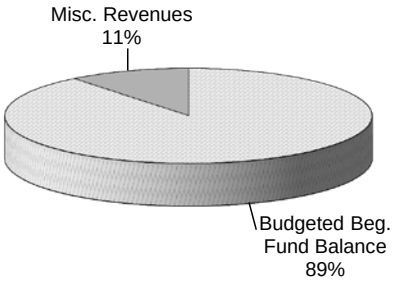
The purpose of the Federal Drug enforcement Forfeiture Fund is to account for Federal seizure funds received by the City. The use of these funds is restricted to purchases that will enhance the ability of the City's police to investigate drug related crimes and incidents.

Department: Police
Program: Federal Seizures

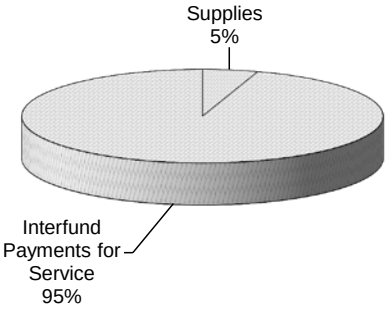
	2012 Actual	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Proposed Budget	2016 Proposed Budget vs. 2015 Current Budget	Percent Change
Beginning Fund Balance	**$ 24,339**	**$ 144,439**	**$ 180,626**	**$ 289,137**	**$ 289,137**	**$ 234,874**	**$ (54,263)**	**(19%)**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ 45,000	$ -	$ 234,800	$ 189,800	422%
Misc. Revenues	125,014	37,587	114,249	20,750	7,737	28,200	7,450	36%
Total Revenue	$ 125,014	$ 37,587	$ 114,249	$ 65,750	$ 7,737	$ 263,000	$ 197,250	300%
Transfers From Other Funds	-	-	-	-	-	-	-	0%
Total Funding Sources	$ 125,014	$ 37,587	$ 114,249	$ 65,750	$ 7,737	$ 263,000	$ 197,250	300%
Use of Funds								
Supplies	$ 4,585	$ 1,400	$ 4,538	$ 20,750	$ 17,000	$ 13,000	$ (7,750)	(37%)
Other Services & Charges	329	-	1,200	-	-	-	-	0%
Capital Outlays	-	-	-	45,000	45,000	-	(45,000)	(100%)
Interfund Payments for Service	-	-	-	-	-	250,000	250,000	0%
Total Expenditures	$ 4,914	$ 1,400	$ 5,738	$ 65,750	$ 62,000	$ 263,000	$ 197,250	300%
Ending Fund Balance	**$ 144,439**	**$ 180,626**	**$ 289,137**	**$ 244,137**	**$ 234,874**	**$ 74**	**$ (244,063)**	**(100%)**
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0%**

The 2016 ending fund balance is $234,800 less than the projected 2015 ending fund balance. Accumulated forfeiture funds will be used for a one-time transfer to the General Capital Fund for the Police Station at City Hall project.

2016 Funding Sources



2016 Use of Funds



Property Tax Equalization Fund (115) Summary

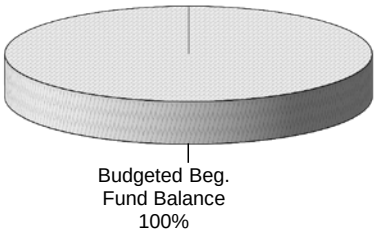
The purpose of the Property Tax Equalization Fund is to accumulate and disburse proceeds from the City's maintenance and operations levy over the six year levy period.

Department: Administrative Services
Program: Reserves

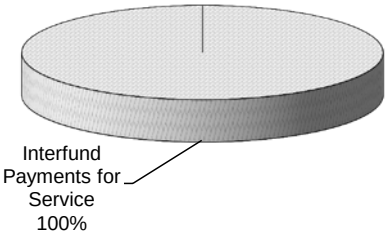
	2012 Actual	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Proposed Budget	2016 Proposed Budget vs. 2015 Current Budget	Percent Change
Beginning Fund Balance	**$ 787,373**	**$ 1,187,120**	**$ 1,188,891**	**$ 1,189,995**	**$ 1,189,995**	**$ 1,189,995**	**$ -**	**0%**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ -	$ -	$ 481,584	$ 481,584	0%
Misc. Revenues	1,747	1,771	1,104	-	-	-	-	0%
Total Revenue	$ 1,747	$ 1,771	$ 1,104	$ -	$ -	$ 481,584	$ 481,584	0%
Transfers From Other Funds	398,000	-	-	-	-	-	-	0%
Total Funding Sources	$ 399,747	$ 1,771	$ 1,104	$ -	$ -	$ 481,584	$ 481,584	0%
Use of Funds								
Other Services & Charges	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0%
Interfund Payments for Service	-	-	-	-	-	481,584	481,584	0%
Total Expenditures	$ -	$ -	$ -	$ -	$ -	$ 481,584	$ 481,584	0%
Ending Fund Balance	**$1,187,120**	**$ 1,188,891**	**$ 1,189,995**	**$ 1,189,995**	**$ 1,189,995**	**$ 708,411**	**$ (481,584)**	**(40%)**
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0%**

The 2016 ending fund balance is $481,584 less than the projected 2015 ending fund balance. Accumulated funds will be transferred to the General Fund for one-time uses, including: jail services cost increases pending cost reduction implementation, vehicle replacement fund shortfall (one-time catchup), and net revenue loss for extended pool closure.

2016 Funding Sources



2016 Use of Funds



Federal Criminal Forfeiture Fund (116) Summary

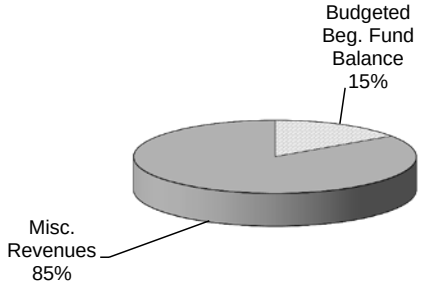
The purpose of the Federal Criminal Forfeiture Fund is to account for seizure funds received by the City due to staff participation in a federal task force being led by the United States Treasury. The use of these funds is restricted to purchases that will enhance the ability of the City's police to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

Department: Police
Program: Federal Seizures

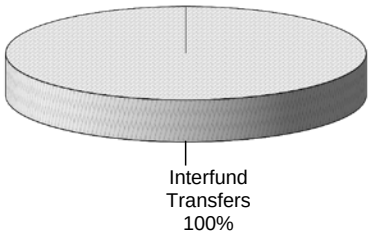
	2012 Actual	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Proposed Budget	2016 Proposed Budget vs. 2015 Current Budget	Percent Change
Beginning Fund Balance	**$ 253,774**	**$ 632,484**	**$ 1,786,487**	**$ 1,766,235**	**$ 1,766,235**	**$ 177,601**	**$(1,588,634)**	**(90%)**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ 495,413	$ -	$ 177,601	$ (317,812)	(64%)
Misc. Revenues	420,000	1,206,607	1,653	38,945	234,771	978,500	939,555	2413%
Total Revenue	$ 420,000	$ 1,206,607	$ 1,653	$ 534,358	$ 234,771	$ 1,156,101	$ 621,743	116%
Transfers From Other Funds	-	-	-	-	-	-	-	0%
Total Funding Sources	$ 420,000	$ 1,206,607	$ 1,653	$ 534,358	$ 234,771	$ 1,156,101	$ 621,743	116%
Use of Funds								
Salaries & Wages	$ -	$ -	$ -	$ 17,000	$ -	$ -	(17,000)	(100%)
Personnel Benefits	-	-	-	-	-	-	-	0%
Supplies	33,706	2,848	3,588	3,200	-	-	(3,200)	(100%)
Other Services & Charges	7,584	10,703	8,265	18,745	-	-	(18,745)	(100%)
Intergovernmental Services	-	518	-	-	-	-	-	0%
Interfund Transfers	-	38,535	10,052	495,413	1,823,405	1,156,101	660,688	133%
Total Expenditures	$ 41,290	$ 52,604	$ 21,905	$ 534,358	$ 1,823,405	$ 1,156,101	$ 621,743	116%
Ending Fund Balance	**$ 632,484**	**$ 1,786,487**	**$ 1,766,235**	**$ 1,270,822**	**$ 177,601**	**$ -**	**$(1,270,822)**	**(100%)**
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0%**

The 2016 ending fund balance is $177,601 less than the projected 2015 ending fund balance. Accumulated funds will be used for a one-time transfer to the General Capital Fund for the Police Station at City Hall project.

2016 Funding Sources



2016 Use of Funds



Traffic Impact Fees Fund (117) Summary

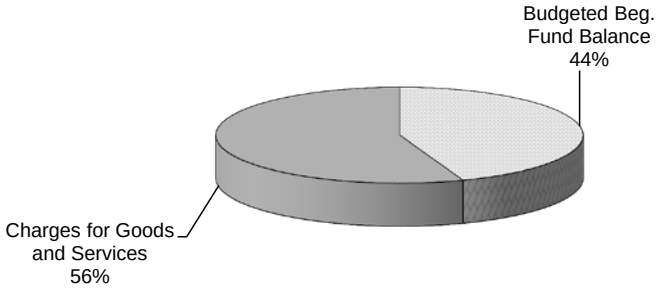
The purpose of the Transportation Impact Fees Fund is to account for the collection and use of transportation impact fees, which became effective on January 1, 2015.

Department: Administrative Services
Program: Reserves

	2012 Actual	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Proposed Budget	2016 Proposed Budget vs. 2015 Current Budget	Percent Change
Beginning Fund Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 200,000**	**$ 200,000**	**0%**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ -	$ -	$ 159,775	$ 159,775	0%
Charges for Goods and Service	-	-	-	-	200,000	200,000	200,000	0%
Total Revenue	$ -	$ -	$ -	$ -	$ 200,000	$ 359,775	$ 359,775	0%
Transfers From Other Funds	-	-	-	-	-	-	-	0%
Total Funding Sources	$ -	$ -	$ -	$ -	$ 200,000	$ 359,775	$ 359,775	0%
Use of Funds								
Interfund Payments for Service	$ -	$ -	$ -	$ -	$ -	$ 359,775	$ 359,775	0%
Total Expenditures	$ -	$ -	$ -	$ -	$ -	$ 359,775	$ 359,775	0%
Ending Fund Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ 200,000**	**$ 40,225**	**$ 40,225**	**0%**
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0%**

The 2016 ending fund balance is $159,775 less than the projected 2015 ending fund balance. Funding will be used for the N 175th St – Stone Ave N to I5 project.

2016 Funding Sources



2016 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 2015 is approximately $4.6 million Investment interest from these funds will be allocated to the General Fund.

Department: Administrative Services
Program: Reserves

	2012 Actual	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Proposed Budget	2016 Proposed Budget vs. 2015 Current Budget	Percent Change
Beginning Fund Balance	**$ 5,145,158**	**$ 5,147,665**	**$ 5,150,777**	**$ 5,150,777**	**$ 5,150,777**	**$ 5,150,777**	**$ -**	**0%**
Funding Sources								
Budgeted Beginning Fund Bala	$ -	$ -	$ -	$ -	$ -	$ -	$ -	**0%**
Miscellaneous Revenues	2,507	3,112	-	-	-	-	-	0%
Total Revenue	$ 2,507	$ 3,112	$ -	$ -	$ -	$ -	$ -	0%
Transfers From Other Funds	-	-	-	-	-	-	-	0%
Total Funding Sources	$ 2,507	$ 3,112	$ -	$ -	$ -	$ -	$ -	0%
Use of Funds								
Salaries & Wages								
Personnel Benefits								
Supplies								
Other Services & Charges								
Transfers to Other Funds	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0%
Total Expenditures	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0%
Ending Fund Balance	**$ 5,147,665**	**$ 5,150,777**	**$ 5,150,777**	**$ 5,150,777**	**$ 5,150,777**	**$ 5,150,777**	**$ -**	**0%**
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0%**

2016 Revenue Sources

No revenue will be proposed

2016 Use of Funds

No expenditures will be proposed

General Obligation Bond Fund (201)

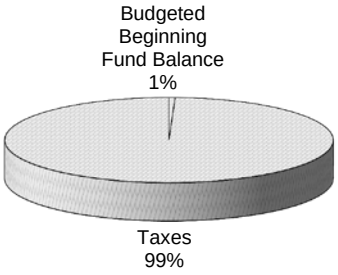
This fund is used to record the property tax revenues and debt service payments related to the 2006 General Obligation bonds issued to fund open space acquisitions and park improvements.

Department: Debt Services Department
Program: Unlimited Tax GO Bond

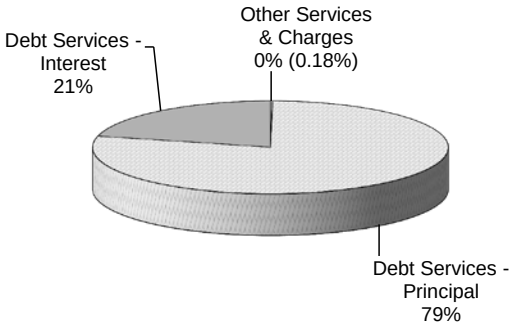
	2012 Actual	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Proposed Budget	2016 Proposed Budget vs. 2015 Current Budget	Percent Change
Beginning Fund Balance	**$ 252,155**	**$ 238,317**	**$ 38,718**	**$ 30,140**	**$ 30,140**	**$ 17,965**	**$ (12,175)**	**(40%)**
Funding Sources								
Budgeted Beginning Fund Bala	$ -	$ -	$ -	$ 12,175	$ -	$ 10,375	$ (1,800)	(15%)
Taxes	1,688,764	1,504,752	1,697,774	1,700,000	1,700,000	1,700,000	-	0%
Miscellaneous Revenues	-	-	-	-	-	-	-	0%
Total Revenue	$ 1,688,764	$ 1,504,752	$ 1,697,774	$ 1,712,175	$ 1,700,000	$ 1,710,375	$ (1,800)	(0%)
Transfers From Other Funds	-	-	-	-	-	-	-	0%
Total Funding Sources	$ 1,688,764	$ 1,504,752	$ 1,697,774	$ 1,712,175	$ 1,700,000	$ 1,710,375	$ (1,800)	(0%)
Use of Funds								
Other Services & Charges	$ 2,553	$ 301	$ 302	$ 3,000	$ 3,000	$ 3,000	$ -	0%
Debt Services - Principal	1,150,000	1,200,000	1,250,000	1,300,000	1,300,000	1,345,000	45,000	3%
Debt Services - Interest	550,050	504,050	456,050	409,175	409,175	362,375	(46,800)	(11%)
Total Expenditures	$ 1,702,603	$ 1,704,351	$ 1,706,352	$ 1,712,175	$ 1,712,175	$ 1,710,375	$ (1,800)	(0%)
Ending Fund Balance	**$ 238,317**	**$ 38,718**	**$ 30,140**	**$ 17,965**	**$ 17,965**	**$ 7,590**	**$ (10,375)**	**(58%)**
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0%**

The 2016 ending fund balance is $10,375 less than the projected 2015 ending fund balance. Accumulated fund balance from prior year levy proceeds will be used for a small portion of the 2016 debt service payments.

2016 Funding Sources



2016 Use of Funds



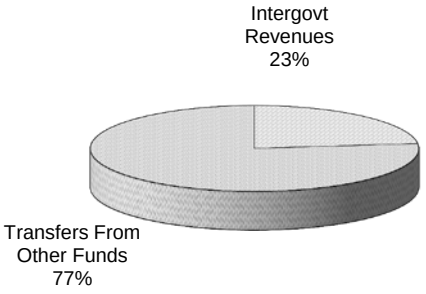
Limited Tax General Obligation Bond Fund (211)

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.

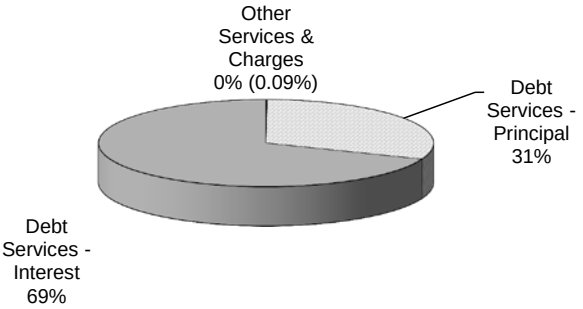
Department: Debt Services Department
Program: Limited Tax GO Bond

	2012 Actual	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Proposed Budget	2016 Proposed Budget vs. 2015 Current Budget	Percent Change
Beginning Fund Balance	**$ 300**	**$ 301**	**$ 302**	**$ 1,798**	**$ 1,798**	**$ 1,798**	**$ -**	**0%**
Funding Sources								
Budgeted Beginning Fund Balance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0%
Intergovernmental Revenues	386,371	355,654	358,359	386,370	386,370	386,370	-	0%
Miscellaneous Revenues	-	-	-	-	-	-	-	0%
Total Revenue	$ 386,371	$ 355,654	$ 358,359	$ 386,370	$ 386,370	$ 386,370	$ -	0%
Transfers From Other Funds	1,273,652	1,304,365	1,304,208	1,276,847	1,276,847	1,277,047	200	0%
Total Funding Sources	$ 1,660,023	$ 1,660,019	$ 1,662,567	$ 1,663,217	$ 1,663,217	$ 1,663,417	$ 200	0%
Use of Funds								
Other Services & Charges	$ 2,455	$ 951	$ 954	$ 1,500	$ 1,500	$ 1,500	-	0%
Debt Services - Principal	450,000	465,000	480,000	495,000	495,000	515,000	20,000	4%
Debt Services - Interest	1,207,567	1,194,067	1,180,117	1,166,717	1,166,717	1,146,917	$ (19,800)	(2%)
Total Expenditures	$ 1,660,022	$ 1,660,018	$ 1,661,071	$ 1,663,217	$ 1,663,217	$ 1,663,417	$ 200	0%
Ending Fund Balance	**$ 301**	**$ 302**	**$ 1,798**	**$ 1,798**	**$ 1,798**	**$ 1,798**	**$ -**	**0%**
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0%**

2016 Funding Sources



2016 Use of Funds



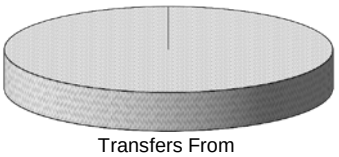
Limited Tax General Obligation Bond Fund (221)

This fund is used to record the principal and debt service payments related to the 2013 Limited Tax General Obligation bonds issued to fund the acquisition of the City Maintenance Facility.

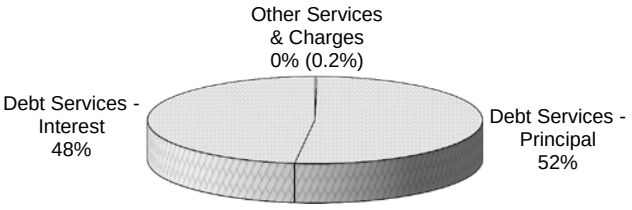
Department: Debt Services Department
Program: Limited Tax GO Bond

	2012 Actual	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Proposed Budget	2016 Proposed Budget vs. 2015 Current Budget	Percent Change
Beginning Fund Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**0%**
Funding Sources								
Budgeted Beginning Fund Balance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0%
Intergovernmental Revenues	-	-	-	-	-	-	-	0%
Miscellaneous Revenues	-	-	-	-	-	-	-	0%
Total Revenue	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0%
Transfers From Other Funds	-	-	260,823	260,823	260,823	260,948	125	0%
Total Funding Sources	$ -	$ -	$ 260,823	$ 260,823	$ 260,823	$ 260,948	$ 125	0%
Use of Funds								
Other Services & Charges	$ -	$ -	$ -	$ 510	$ 510	$ 510	-	0%
Debt Services - Principal	-	-	90,000	130,000	130,000	135,000	5,000	4%
Debt Services - Interest	-	-	170,823	130,313	130,313	125,438	$ (4,875)	(4%)
Total Expenditures	$ -	$ -	$ 260,823	$ 260,823	$ 260,823	$ 260,948	$ 125	0%
Ending Fund Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**0%**
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0%**

2016 Funding Sources



2016 Use of Funds



General Capital Fund (301) Summary

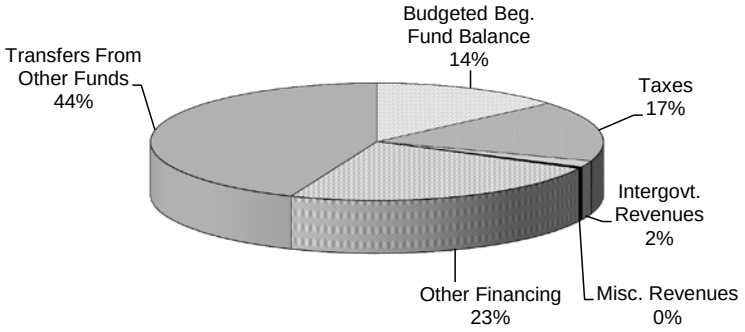
The General Capital Fund receives resources that are designated specifically for capital purposes. The primary on-going dedicated resource is real estate excise tax (REET). Other revenue sources include General Fund support and dedicated project grants. Projects in the General Capital Fund are divided 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

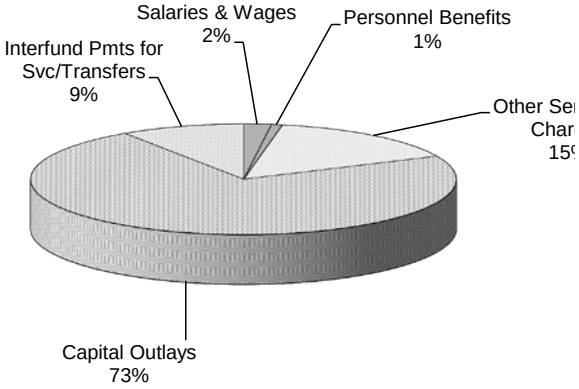
	2012 Actual	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Proposed Budget	2016 Proposed Budget vs. 2015 Current Budget	Percent Change
Beginning Fund Balance	**$ 3,273,802**	**$ 2,527,977**	**$ 3,053,637**	**$ 2,690,075**	**$ 2,690,075**	**$ 2,515,749**	**$ (174,326)**	**(6%)**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ 329,658	$ -	$ 853,454	$ 523,796	159%
Taxes	651,138	817,221	965,597	922,504	1,204,174	1,038,146	115,642	13%
Intergovt. Revenues	152,541	249,115	263,913	110,000	108,700	110,000	-	0%
Misc. Revenues	31,033	28,395	27,435	86,809	86,809	31,384	(55,425)	(64%)
Total Revenue	$ 834,712	$ 1,094,731	$ 1,256,945	$ 1,448,971	$ 1,399,683	$ 2,032,984	$ 584,013	40%
Proceeds from Sale of Capital A	-	-	-	-	-	1,065,000	1,065,000	0%
Other Financing	-	3,565,000	-	1,579,948	1,823,405	1,471,317	(108,631)	(7%)
Transfers From Other Funds	50,000	288,535	140,052	464,000	220,000	2,736,101	2,272,101	490%
Total Funding Sources	$ 884,712	$ 4,948,266	$ 1,396,996	$ 3,492,919	$ 3,443,088	$ 7,305,402	$ 3,812,483	9%
Use of Funds								
Salaries & Wages	$ 166,446	$ 83,362	$ 124,148	$ 134,318	$ 151,661	$ 152,850	$ 18,532	14%
Personnel Benefits	56,224	31,257	44,669	51,474	57,930	60,372	8,898	17%
Supplies	24,447	38,116	18,974	785	794	785	-	0%
Other Services & Charges	149,425	289,109	190,597	488,863	428,611	1,111,266	622,403	127%
Intergovt. Services	1,718	904	658	-	-	-	-	0%
Capital Outlays	451,040	3,254,581	683,114	2,129,206	2,290,145	5,291,606	3,162,400	149%
Debt Issuance	-	24,292	-	-	-	-	-	0%
Interfund Pmts for Svc/Transfer	781,237	700,985	698,398	688,273	688,273	688,523	250	0%
Total Expenditures	$ 1,630,537	$ 4,422,606	$ 1,760,558	$ 3,492,919	$ 3,617,414	$ 7,305,402	$ 3,812,483	109%
Ending Fund Balance	**$ 2,527,977**	**$ 3,053,637**	**$ 2,690,075**	**$ 2,360,417**	**$ 2,515,749**	**$ 1,662,295**	**$ (698,122)**	**(30%)**
Total FTE's	**3.55**	**2.52**	**1.40**	**1.50**	**1.50**	**1.79**	**0.29**	**19%**

The 2016 ending fund balance is $853,454 less than the projected 2015 ending fund balance. Funding will be used for the following projects: Parks Repair and Replacement; Police Station at City Hall; Parks, Recreation and Open Space Update; Pool & Recreation Facility Master Planning; and, Turf & Lighting Repair and Replacement.

2016 Funding Sources



2016 Use of Funds



City Facility - Major Maintenance Fund (312) Summary

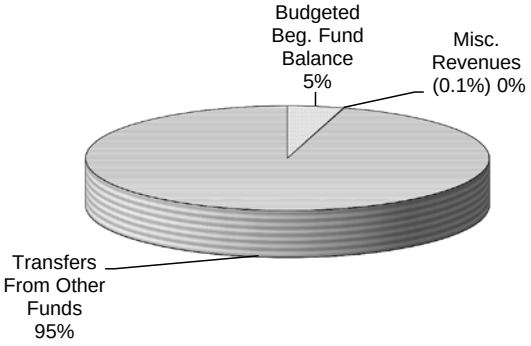
This fund was established in 2005. Projects in this capital fund will include major repairs and replacement of City facilities such as the police station, recreation centers and pool. The allocation of resources in this fund will be done through the City's capital improvement program.

Department: Public Works
Program: Major Maintenance Projects

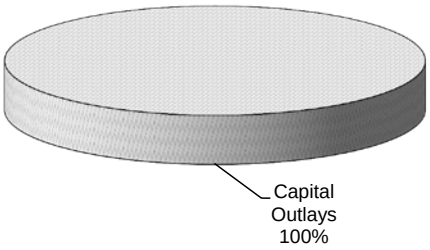
	2012 Actual	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Proposed Budget	2016 Proposed Budget vs. 2015 Current Budget	Percent Change
Beginning Fund Balance	**$ 130,632**	**$ 294,991**	**$ 190,703**	**$ 229,020**	**$ 229,020**	**$ 35,944**	**$ (193,076)**	**(84%)**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ 223,076	$ -	$ 34,019	$ (189,057)	(85%)
Intergovt. Revenues	-	-	-	-	50,000	-	-	0%
Misc. Revenues	327	366	191	1,417	1,417	449	(968)	(68%)
Prior Year Adjustments	-	-	-	-	-	-	-	0%
Total Revenue	$ 327	$ 366	$ 191	$ 224,493	$ 51,417	$ 34,468	$ (190,025)	(85%)
Transfers From Other Funds	164,032	74,032	74,032	124,032	124,032	724,032	600,000	484%
Total Funding Sources	$ 164,359	$ 74,398	$ 74,223	$ 348,525	$ 175,449	$ 758,500	$ 409,975	118%
Use of Funds								
Salaries & Wages	$ -	$ -	$ -	$ -	$ -	$ 21,745	$ 21,745	0%
Personnel Benefits	-	-	-	-	-	9,051	9,051	0%
Supplies	-	-	-	-	-	-	-	0%
Other Services & Charges	-	14,631	13,331	-	-	104,204	$ 104,204	0%
Capital Outlays	-	162,879	22,575	348,525	368,525	623,500	$ 274,975	79%
Interfund Payments for Service	-	1,176	-	-	-	-	-	0%
Total Expenditures	$ -	$ 178,686	$ 35,906	$ 348,525	$ 368,525	$ 758,500	$ 409,975	118%
Ending Fund Balance	**$ 294,991**	**$ 190,703**	**$ 229,020**	**$ 5,944**	**$ 35,944**	**$ 1,925**	**$ (4,019)**	**(68%)**
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0%**

The 2016 ending fund balance is $34,019 less than the 2015 projected ending fund balance. Funding will be used for projects at city facilities including the Shoreline Pool, Richmond Highlands Community Center, and Spartan Recreation Center.

2016 Funding Sources



2016 Use of Funds



Roads Capital Fund (330) Summary

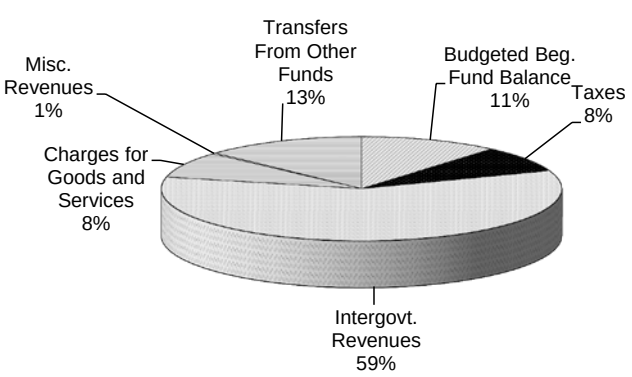
The Roads Capital Fund receives resources that are designated specifically for capital purposes. The primary on-going dedicated resource is real estate excise tax (REET). Other dedicated sources include fuel tax which is collected in the Arterial Street Fund and transferred to this fund and various project 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

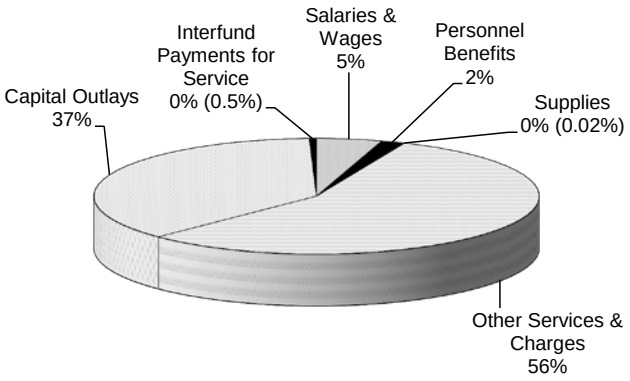
	2012 Actual	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Proposed Budget	2016 Proposed Budget vs. 2015 Current Budget	Percent Change
Beginning Fund Balance	**$ 3,805,349**	**$ 3,074,602**	**$ 3,062,432**	**$ 3,937,477**	**$ 3,937,477**	**$ 2,993,168**	**$ (944,309)**	**(24%)**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ 2,298,580	$ -	$ 1,435,109	$ (863,471)	(38%)
Taxes	651,137	817,221	965,597	922,504	1,204,174	1,038,146	115,642	13%
Licenses & Permits	298	280	210	-	53	-	-	0%
Intergovt. Revenues	7,756,989	2,558,149	16,183,400	18,440,608	17,980,176	7,551,689	(10,888,919)	(59%)
Charges for Goods and Service	-	703,274	779,972	793,800	799,941	1,031,824	238,024	30%
Misc. Revenues	18,110	9,126	2,290	14,431	2,291	37,415	22,984	159%
Prior Year Adjustments	(52,777)	-	-	-	-	-	-	0%
Total Revenue	$ 8,373,757	$ 4,088,050	$ 17,931,469	$ 22,469,923	$ 19,986,635	$ 11,094,183	$(11,375,740)	(51%)
Transfers From Other Funds	1,256,426	492,239	743,373	1,279,366	1,279,366	1,663,954	384,588	30%
Total Funding Sources	$ 9,630,183	$ 4,580,289	$ 18,674,842	$ 23,749,289	$ 21,266,001	$ 12,758,137	$(10,991,152)	(46%)
Use of Funds								
Salaries & Wages	$ 605,745	$ 522,198	$ 451,152	$ 477,894	$ 477,894	$ 604,491	$ 126,597	26%
Personnel Benefits	178,662	166,813	153,396	164,954	164,954	219,074	54,120	33%
Supplies	59,614	76,752	50,151	3,050	3,050	3,150	100	3%
Other Services & Charges	2,483,622	870,039	2,164,447	3,677,609	3,369,244	7,150,829	3,473,220	94%
Intergovt. Services	152,466	461,942	91,860	-	-	-	-	0%
Capital Outlays	6,821,897	2,430,459	14,838,035	19,367,714	18,137,100	4,714,443	(14,653,271)	(76%)
Debt Service - Interest	2,507	3,112	1,466	-	-	-	-	0%
Interfund Pmts for Svc/Transfer	56,417	61,144	49,290	58,068	58,068	66,150	8,082	14%
Total Expenditures	$ 10,360,930	$ 4,592,459	$ 17,799,797	$ 23,749,289	$ 22,210,310	$ 12,758,137	$(10,991,152)	(46%)
Ending Fund Balance	**$ 3,074,602**	**$ 3,062,432**	**$ 3,937,477**	**$ 1,638,897**	**$ 2,993,168**	**$ 1,558,059**	**$ (80,838)**	**(5%)**
Total FTE's	**10.11**	**6.87**	**5.43**	**5.61**	**5.61**	**7.06**	**1.45**	**26%**

The 2016 ending fund balance is $1,435,109 less than the projected 2015 ending fund balance. Funding will be used for the following projects: Annual Road Surface Maintenance Program, Aurora Avenue North 192nd – 205th; Curb Ramp, Gutter and Sidewalk Maintenance; 10th Avenue NW Bridge; 145th Corridor Study; Einstein Safe Routes to School; Traffic Safety Improvements; Traffic Signal Rehabilitation Program; Transportation Master Plan Update; 25th Ave NE Sidewalks; Bike System Implementation; Echo Lake Safe Routes to School; Radar Speed Signs; and, 185th Corridor Study.

2016 Funding Sources



2016 Use of Funds



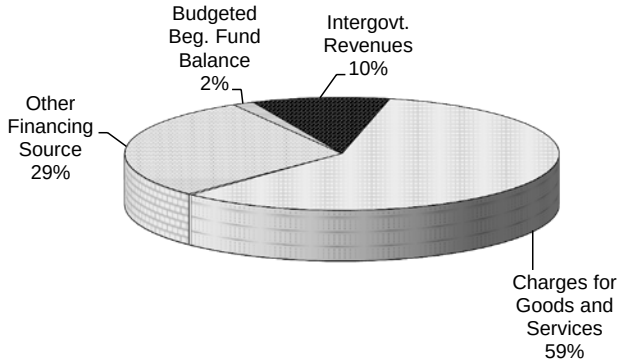
Surface Water Utility Fund (401) Summary

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.

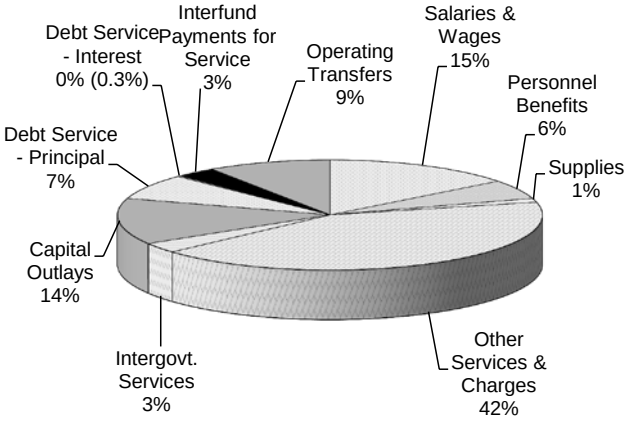
Department: Public Works
Programs: Surface Water Management
Various Surface Water Capital Projects

	2012 Actual	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Proposed Budget	2016 Proposed Budget vs. 2015 Current Budget	Percent Change
Beginning Fund Balance	**3,745,824**	**$ 3,408,884**	**$ 3,274,529**	**$ 2,783,456**	**$ 2,783,456**	**$ 1,510,129**	**$ (1,273,327)**	**(46%)**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ 701,410	$ -	$ 110,677	$ (590,733)	(84%)
Intergovt. Revenues	383,906	684,275	324,910	160,224	179,410	701,523	541,299	338%
Charges for Goods and Service	3,212,557	3,329,557	3,525,986	3,576,183	3,576,183	4,004,586	428,403	12%
Misc. Revenues	33,970	16,678	(8,540)	9,101	9,101	18,877	9,776	107%
Capital Contributions	-	-	-	-	-	-	-	0%
Total Revenue	$ 3,630,433	$ 4,030,510	$ 3,842,356	$ 4,446,918	$ 3,764,694	$ 4,835,663	$ 388,745	9%
Other Financing Source	-	-	-	2,000,000	-	2,000,000	-	0%
Total Funding Sources	$ 3,630,433	$ 4,030,510	$ 3,842,356	$ 6,446,918	$ 3,764,694	$ 6,835,663	$ 388,745	6%
Use of Funds								
Salaries & Wages	$ 722,695	$ 837,683	$ 901,553	$ 1,039,255	$ 955,219	$ 992,230	$ (47,025)	(5%)
Personnel Benefits	241,942	296,662	320,971	376,417	352,971	386,254	9,837	3%
Supplies	128,141	125,895	75,533	107,163	43,284	76,513	(30,650)	(29%)
Other Services & Charges	942,387	770,501	1,430,811	1,771,190	1,555,373	2,869,439	1,098,249	62%
Intergovt. Services	159,919	170,508	206,370	239,105	189,105	205,120	(33,985)	(14%)
Capital Outlays	687,755	967,636	342,294	1,315,021	790,395	927,924	(387,097)	(29%)
Debt Service - Principal	326,475	326,475	326,475	508,866	326,475	508,866	-	0%
Debt Service - Interest	15,508	13,875	12,243	17,956	17,956	17,956	-	0%
Interfund Payments for Service	104,086	117,455	129,461	154,460	155,742	209,018	54,558	35%
Operating Transfers	638,465	538,175	587,719	651,501	651,501	642,343	(9,158)	(1%)
Total Expenditures	$ 3,967,373	$ 4,164,865	$ 4,333,429	$ 6,180,934	$ 5,038,021	$ 6,835,663	$ 654,729	11%
Ending Fund Balance	**$ 3,408,884**	**$ 3,274,529**	**$ 2,783,456**	**$ 2,348,030**	**$ 1,510,129**	**$ 1,399,452**	**$ (948,578)**	**(40%)**
Total FTE's	**11.12**	**12.00**	**13.11**	**12.67**	**12.67**	**12.74**	**0.07**	**1%**

2016 Funding Sources



2016 Use of Funds



Vehicle Operations Fund (501) Summary

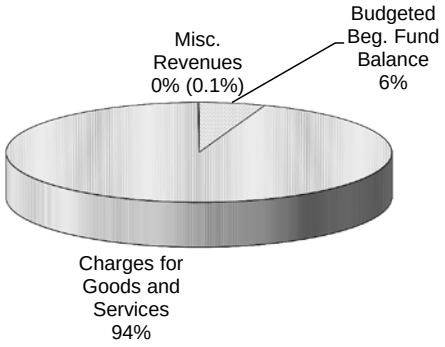
The Vehicle Operations and Maintenance Fund is used to account for the costs of operating and maintaining City vehicles and auxiliary equipment. Departments are assessed an annual charge for the estimated cost of the repair and maintenence of their vehicles along with projected fuel costs.

Department: Administrative Services
Program: Vehicle Operations & Maintenance

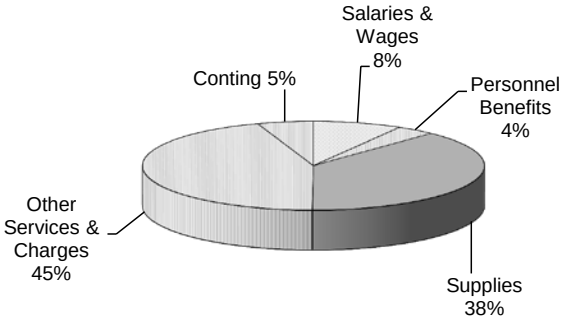
	2012 Actual	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Proposed Budget	2016 Proposed Budget vs. 2015 Current Budget	Percent Change
Beginning Fund Balance	**$ 52,313**	**$ 65,117**	**$ 109,894**	**$ 162,253**	**$ 162,253**	**$ 129,022**	**$ (33,231)**	**(20%)**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ 15,000	$ -	$ 15,000	$ -	0%
Intergovernmental Revenues	14,336	-	-	-	-	-	-	0%
Charges for Goods and Service	-	198,384	230,272	263,700	220,055	255,966	(7,734)	(3%)
Misc. Revenues	181,634	228	171	250	250	250	-	0%
Prior Year Adjustments	-	-	-	-	-	-	-	0%
Total Revenue	$ 195,970	$ 198,612	$ 230,443	$ 278,950	$ 220,305	$ 271,216	$ (7,734)	(3%)
Transfers From Other Funds	-	-	-	-	-	-	-	0%
Total Funding Sources	$ 195,970	$ 198,612	$ 230,443	$ 278,950	$ 220,305	$ 271,216	$ (7,734)	(3%)
Use of Funds								
Salaries & Wages	$ -	$ -	$ -	$ 16,691	$ 16,691	$ 22,814	$ 6,123	37%
Personnel Benefits	-	-	-	7,170	7,170	9,906	2,736	38%
Supplies	92,381	90,597	97,477	108,900	93,466	103,152	(5,748)	(5%)
Other Services & Charges	90,785	63,098	80,467	131,160	120,900	120,994	(10,166)	(8%)
Intergovt. Services	-	140	140	-	280	-	-	0%
Capital Outlays	-	-	-	-	-	-	-	0%
Contingency	-	-	-	15,029	15,029	14,350	(679)	(5%)
Total Expenditures	$ 183,166	$ 153,835	$ 178,084	$ 278,950	$ 253,536	$ 271,216	$ (7,734)	(3%)
Ending Fund Balance	**$ 65,117**	**$ 109,894**	**$ 162,253**	**$ 147,253**	**$ 129,022**	**$ 114,022**	**$ (33,231)**	**(23%)**
Total FTE's	**0.00**	**0.00**	**0.00**	**0.25**	**0.25**	**0.35**	**0.10**	

The 2016 ending fund balance is $15,000 less than the projected 2015 ending fund balance. These funds will be used as a contingency for increases in fuel and repair costs.

2016 Funding Sources



2016 Use of Funds



Equipment Replacement Fund (503) Summary

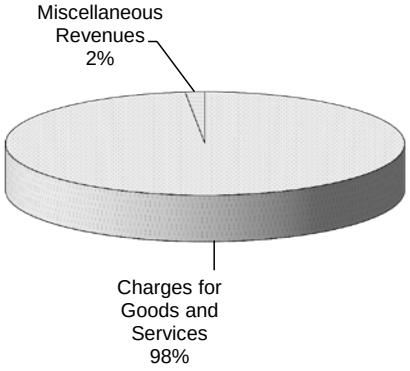
The Equipment Replacement Fund is used to account for the future replacement of City property. In the past this fund included the replacement of vehicles, computers, servers and other related equipment. An annual transfer was made from the General Fund to support the replacement of all computer related equipment. In 2014, the replacement of computers, servers, and other related IT equipment began to occur in the General Fund. The fund will be use only for the replacement of vehicles and other non-IT equipment. Based upon the vehicle replacement schedule, departments are assessed an annual charge to cover the anticipated replacement cost for their vehicles.

Department: Administrative Services
Programs: Operational Equipment Replacement
Technical

	2012 Actual	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Proposed Budget	2016 Proposed Budget vs. 2015 Current Budget	Percent Change
Beginning Fund Balance	**$ 1,826,575**	**$ 2,034,669**	**$ 2,245,379**	**$ 2,388,898**	**$ 2,388,898**	**$ 1,988,194**	**$ (400,704)**	**(17%)**
Funding Sources								
Budgeted Beg. Fund Balance	$ -	$ -	$ -	$ 736,343	$ -	$ -	$ (736,343)	(100%)
Charges for Goods and Service	-	260,755	267,014	327,185	327,185	496,850	169,665	52%
Miscellaneous Revenues	257,515	10,416	5,336	8,000	10,892	8,000	-	0%
Prior Year Adjustments	-	-	-	-	-	-	-	0%
Total Revenue	$ 257,515	$ 271,171	$ 272,350	$ 1,071,528	$ 338,077	$ 504,850	$ (566,678)	(53%)
Transfers/Other Fin Sources	267,363	116,369	-	-	-	-	-	0%
Total Funding Sources	$ 524,878	$ 387,540	$ 272,350	$ 1,071,528	$ 338,077	$ 504,850	$ (566,678)	(53%)
Use of Funds								
Supplies	$ 26,250	$ 167	$ -	$ -	$ -	$ -	$ -	0%
Other Services & Charges	18,720	114,334	-	-	6,600	25,200	25,200	0%
Capital Outlays	271,814	61,729	128,831	954,714	732,181	184,938	(769,776)	(81%)
Intergovernmental Services	-	600	-	-	-	-	-	0%
Total Expenditures	$ 316,784	$ 176,830	$ 128,831	$ 954,714	$ 738,781	$ 210,138	$ (744,576)	(78%)
Ending Fund Balance	**$ 2,034,669**	**$ 2,245,379**	**$ 2,388,898**	**$ 1,769,369**	**$ 1,988,194**	**$ 2,282,906**	**$ 513,537**	**29%**
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0%**

The 2016 ending fund balance is $294,712 greater than the projected 2015 ending fund balance. This funding will be used to support future purchases per the City Vehicle Use policy and equipment replacement schedule.

2016 Funding Sources



2016 Use of Funds

Unemployment Fund (505) Summary

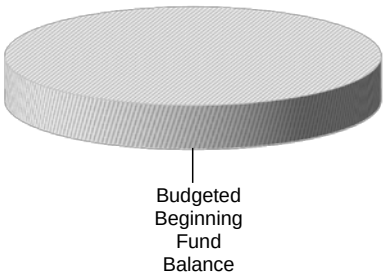
An annual allocation is made to the Unemployment Fund in lieu of making contributions to state unemployment insurance. These funds are used to pay unemployment benefits for qualified City employees that leave City employment.

Department: Administrative Services
Program: Unemployment Administration

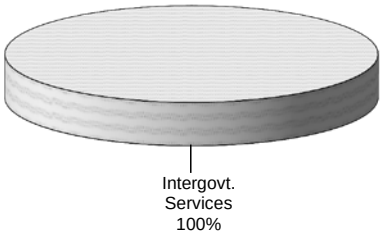
	2012 Actual	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected	2016 Proposed Budget	2016 Proposed Budget vs. 2015 Current Budget	Percent Change
Beginning Fund Balance	**$ 31,280**	**$ 56,297**	**$ 67,396**	**$ 78,800**	**$ 78,800**	**$ 68,800**	**$ (10,000)**	**(13%)**
Funding Sources								
Budgeted Beginning Fund Bala	$ -	$ -	$ -	$ 17,500	$ -	$ 17,500	$ -	0%
Miscellaneous Revenues	49	76	62	-	-	-	-	0%
Transfers From Other Funds	67,732	17,500	17,500	-	-	-	-	0%
Prior Year Adjustments	-	-	-	-	-	-	-	0%
Total Funding Sources	$ 67,781	$ 17,576	$ 17,562	$ 17,500	$ -	$ 17,500	$ -	0%
Use of Funds								
Intergovt. Services	$ 42,764	$ 6,477	$ 6,158	$ 17,500	$ 10,000	$ 17,500	$ -	0%
Total Expenditures	$ 42,764	$ 6,477	$ 6,158	$ 17,500	$ 10,000	$ 17,500	$ -	0%
Ending Fund Balance	**$ 56,297**	**$ 67,396**	**$ 78,800**	**$ 61,300**	**$ 68,800**	**$ 51,300**	**$ (10,000)**	**(16%)**
Total FTE's	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0%**

The 2016 ending fund balance is $17,500 less than the projected 2015 ending fund balance. For 2016 accumulated fund balance will be used for expenditures instead of a transfer from the General Fund as the current fund balance is equal to approximately five years of average expenditures.

2016 Funding Sources



2016 Use of Funds



CITY OF SHORELINE

CAPITAL IMPROVEMENT PROGRAM

This page has been intentionally left blank.

CAPITAL IMPROVEMENT PLAN
2016 – 2021

INTRODUCTION

Reader's Guide to the Capital Improvement Plan (CIP)

The Capital Improvement Plan is divided into six sections: Introduction, CIP Summary, General Capital Projects, City Facilities-Major Maintenance Projects, Roads Capital Projects and Surface Water Utility Projects. The following is a brief explanation of the major items included in each section.

Introduction

Impacts of Growth Management – A brief overview of the impact of the State of Washington's Growth Management Act on the City's capital planning process.

Capital Planning, Programming and Budget System – Graphical representation of the City's capital planning process.

Capital Improvement Fund Descriptions – Detailed descriptions of each capital fund.

Capital Budget Criteria – Criteria used as guidelines during the development of the capital budget.

Advantages of Capital Planning – Discussion of the advantages provided by the development of a long-range capital plan.

Capital Improvement Program Plan Policies – Capital policies adopted by the City Council.

Steps in the Capital Improvement Process – Steps used in the capital planning process.

Project Phase Definition – A brief description of the three project phases that may occur in each project.

Capital Project Criteria – A set of criteria used to determine if a project should be included in the Capital Improvement Plan.

Capital Improvement Program Summary

Capital Projects by Category – Graphic of the distribution of the projects by category.

Capital Resources by Category – Graphic of all of the resources available to fund the CIP.

Program Summary – listing of each project within the three capital funds – General Capital, City Facilities – Major Maintenance and Roads Capital. Also, the capital portion of the Surface Water Utility is included.

Capital Improvement Program Impact Upon Operating Budget – listing the anticipated future annual costs as a result of completion of capital projects.

General Capital, City Facilities, Roads Capital, and Surface Water Utility Projects

Capital Fund Summary – A summary is included for each capital fund. The summary includes a map highlighting the locations of each project, a list of all projects and their costs, a discussion of the projected current year project costs, a comparison of changes from the prior CIP and list of significant projects that have been identified in each fund that have not been included in the CIP due to funding constraints.

Capital Project Detail – A project sheet is included for each capital project included in the CIP. Each sheet may contain the following sections as appropriate:

- Project Map – The map reflects the location of the project. If the project location is unknown at this time or affects the city in general, a city-wide map has been included.
- Project Description – A brief description of the project.
- Service Impact – A brief description of the project's impact on Shoreline citizens or others that use the public facility and any impact to maintenance and operating costs.
- Project Costs – This spreadsheet displays actual expenditures from prior periods and projected future costs by project phase. It also displays the specific revenue sources used to fund the project. Funding for the Public Art program is displayed. It should be noted that these costs are included in the construction budget of eligible projects. Any impact on the operating budget is also displayed.
- Revenue Sources – This displays all of the anticipated revenue sources for the project.
- Project Time Line – The projected timing for each phase of a project is displayed.

Introduction

The Capital Improvement Plan provides a multi-year list of proposed major capital expenditures and associated operating costs for the City. This plan attempts to set funding strategies not only for the current year, but also to project future needs for major construction, land acquisition and equipment needs that improve the cultural environment, capital infrastructure and recreational opportunities for the citizens of Shoreline. Capital expenditures are viewed not only in the context of how much the new project will cost, but also what impact the project will have on the City's operating budget.

Impacts of Growth Management

Capital facilities planning and financing is now subject to the State of Washington Growth Management Act of 1990 (GMA). The GMA requires communities to adopt comprehensive plans designed to guide the orderly development of growth over the next twenty years.

To comply with GMA, the City prepared a comprehensive Capital Facilities Plan (CFP). The CFP provides long range policy guidance for the development of capital improvements. The

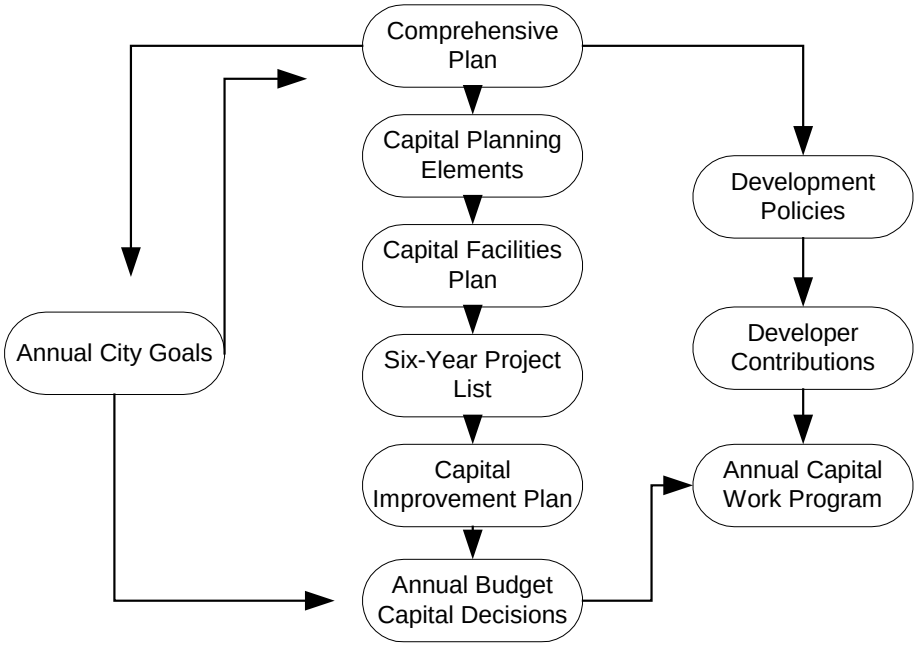
purpose of a CFP is to identify and coordinate those capital improvements deemed necessary to accommodate orderly growth, set policy direction for capital improvements and ensure that needed capital facilities are provided in a timely manner.

The GMA requires that the CFP contain the following elements:

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 General Fund support, real estate excise tax (REET), municipal financing, and grants.

CITY FACILITIES - MAJOR MAINTENANCE FUND: In the City Facilities – Major Maintenance fund, projects are categorized as either General Facilities or Parks Facilities. Funding for these projects is provided by an annual transfer of monies from the General Fund.

ROADS CAPITAL FUND: In the Roads Capital fund, projects are categorized as either Repair and Replacement or Capacity Construction. Within those two categories they are subcategorized into Pedestrian/Non-Motorized Projects, System Preservation Projects, or Safety/Operations Projects. Funding for these projects is provided as a result of support from the General Fund, REET, Transportation Impact Fees, Transportation Benefit District (TBD) funding, and federal, state and local grants.

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 Capacity Construction, Repair and Replacement or Other. Funding for these projects is provided from an allocation of surface water fees and grants. Any debt, which is used to finance projects, must be repaid by allocating a portion of surface water fees for this purpose.

Capital Budget Criteria

Capital improvement programming and budgeting involves the development of a long-term plan for capital expenditures for the City of Shoreline. Capital expenditures include expenditures for buildings, land, major equipment, and other commodities which are of significant value (greater than $10,000) and have a useful life of at least five years.

The capital improvement plan (CIP) lists each proposed capital item to be undertaken, the year in which it will be started, the amount expected to be expended in each year and the proposed method of financing these expenditures. Based on these details, summaries of capital activity in each year can be prepared as well as summaries of financial requirements such as amounts of general obligation bonds to be issued, amounts of general operation funds required and any anticipated intergovernmental support, etc.

The capital improvement budget is enacted annually based on the capital improvement plan. It encompasses enacting appropriations for the projects in the first year of the capital improvement plan.

Flexibility is built into the capital improvement plan to allow for delay of projects when financing constraints make it impossible to allow for funding of the entire array of projects and to move future projects forward when financial availability makes it possible. The point is that the CIP is required to be updated at a minimum annually to:

- Make any adjustments in future program years when changes occur in funding or cost.
- Add a year of programming to replace the current year funded.

Advantages of Capital Planning

In addition to the Growth Management Act (GMA) which requires communities to establish a long-range capital plan, there are several advantages to the community from capital planning.

- Capital planning facilitates repair or replacement of existing facilities before they fail. Failure is almost always costly, time consuming and more disruptive than planned repair or replacement.

- It focuses the community and City Council's attention to priority goals, needs and capabilities. There are always more needs and competing projects than the available funds. A good capital plan forces the City to consciously set priorities between competing projects and interests. New projects and good ideas can then be ranked against the established project priority array.

- A CIP provides a framework for decisions about community growth and development. Long-range planning for infrastructure needs allows the community to accommodate reasonable growth without being overwhelmed.

- A CIP promotes a more efficient government operation. Coordination of capital projects can reduce scheduling problems and conflicts between several projects. Related projects such as sidewalks, drainage and roads can be planned simultaneously.

- A CIP enhances opportunities for outside financial assistance. Adequate lead-time allows for all avenues of outside grant funding of government agency assistance to be explored.

- A CIP serves as an effective community education tool, which conveys to the public that the City Council has made decisions that affect the future of the City and is guiding the development of the community.

Capital project activity is funded with cash made available by the issuance of General Obligation debt, by grants, by general tax allocation, vehicle license and utility fees and by transfers from other funds as may be approved by the City Council.

Annual contributions may be used in whole or in part to fund capital projects as cash assets are accumulated, or the annual contributions may be allowed to remain in reserve until funds, along with accrued interest have grown sufficiently to permit larger projects to be undertaken and paid for with cash.

Capital Improvement Program Plan Policies

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. <u>Types of Projects Included in the CIP Plan</u>:

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;
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; and,
4. Involves 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. <u>Scoping and Costing Based on Pre-design Study</u>:

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 is 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 is committed 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 projects by breaking out direct construction costs from those costs necessary to design and administer the project. Similarly real estate acquisition is pulled out separately as a means of maintaining consistency across project reporting and tracking of engineering costs against construction costs. All costs will be tracked and reported in a manner that meets the requirements and expectations of our funding partners.

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

Capital Project Criteria

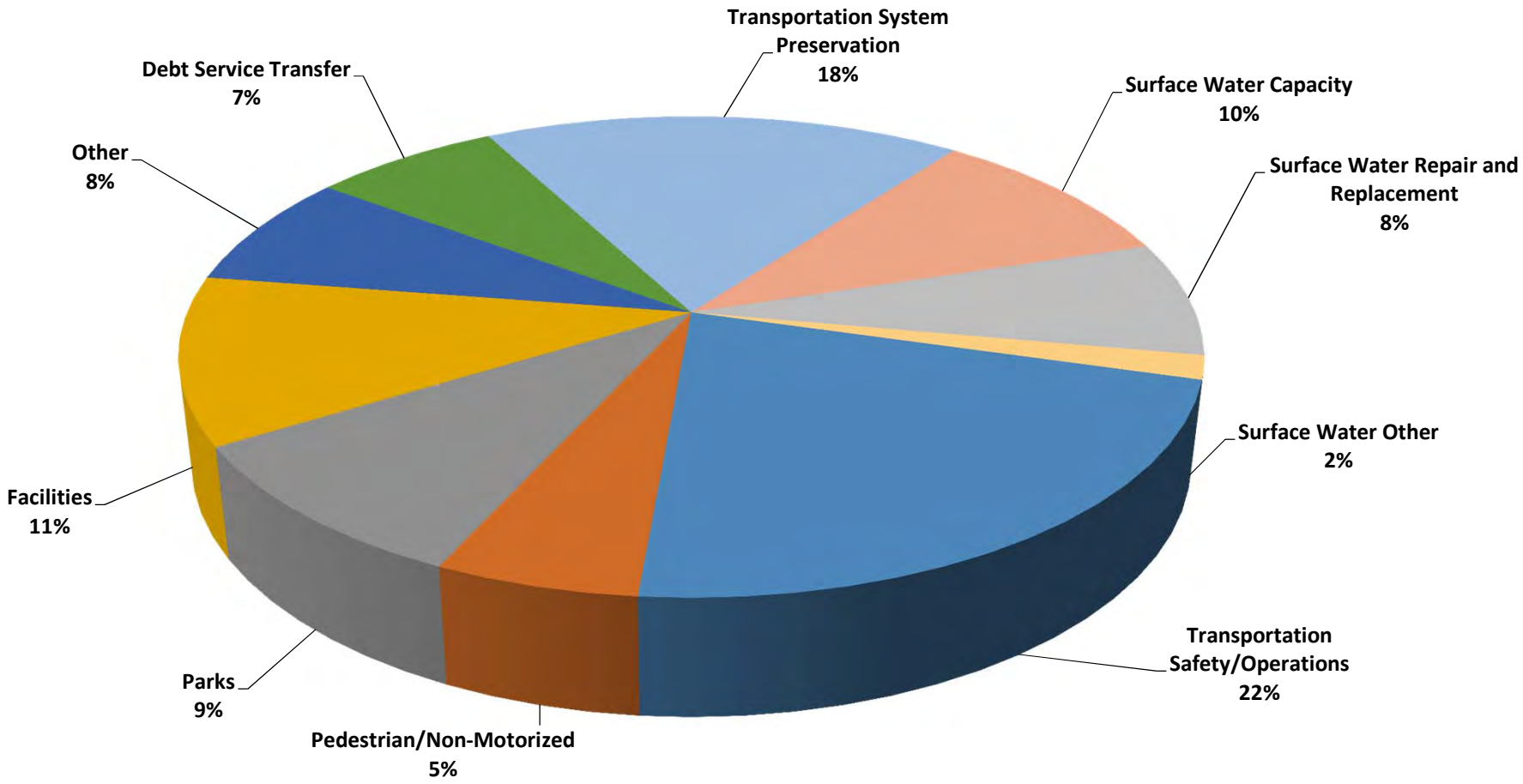
Legal	State or Federal mandate may require that a particular project be implemented. Court orders and judgments concerning annexation, property owner's rights, environmental protection, etc. are also legal requirements that may affect how projects are prioritized.
Safety	The benefit to the environment,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

CIP SUMMARY

This page has been intentionally left blank.

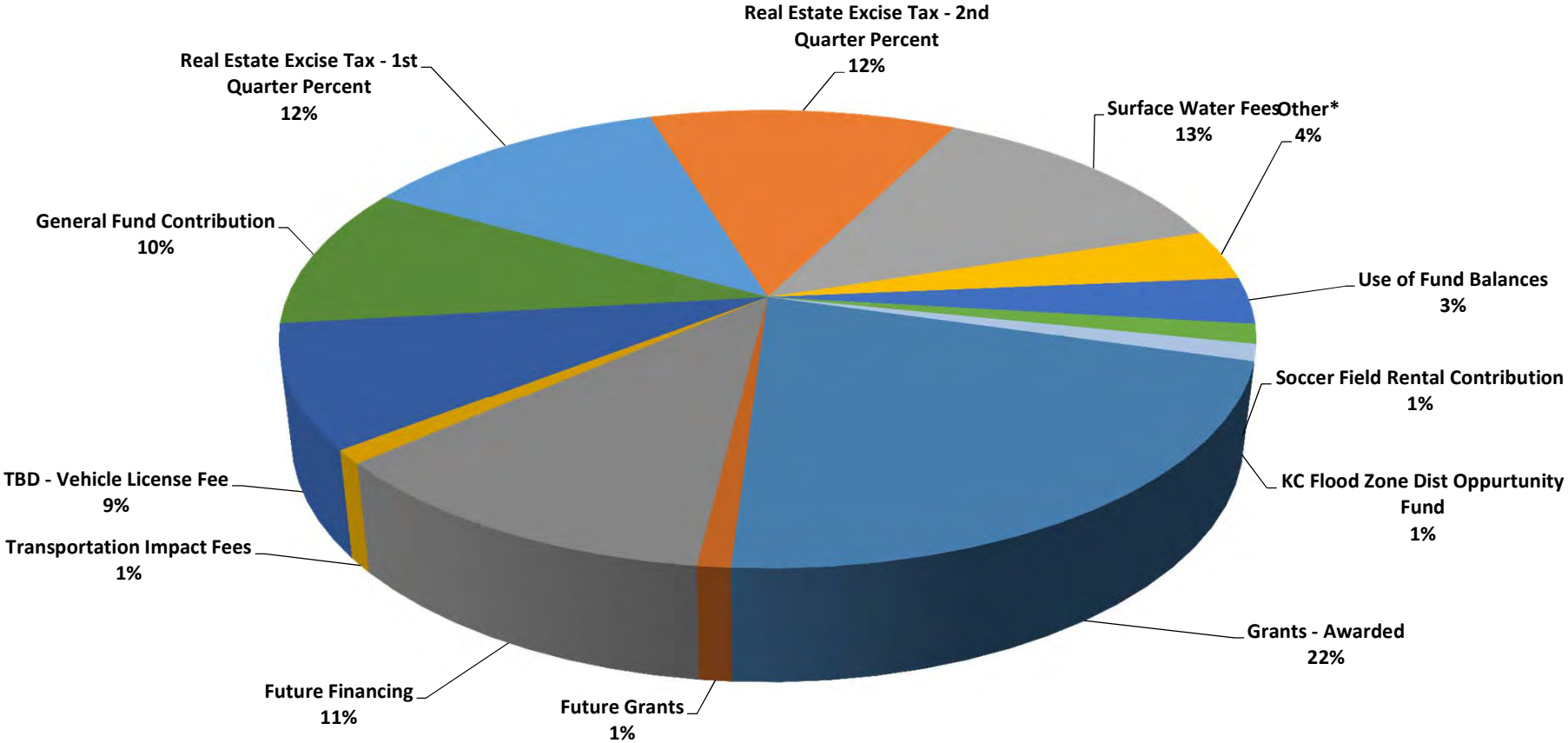
CAPITAL IMPROVEMENT PROGRAM SUMMARY

2016-2021 Capital Projects by Category
$56,622,012



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

2016-2021 Capital Resources by Category
$56,622,012



*Other includes Investment Interest Income, State, Federal, and Treasury Seizure Fund contributions to General Capital Fund, and KC voter approved Trail Funding

City of Shoreline 2016 - 2021 Capital Improvement Plan
PROGRAM SUMMARY

	Proposed 2016	Proposed 2017	Proposed 2018	Proposed 2019	Proposed 2020	Proposed 2021	Total 2016-2021
EXPENDITURES							
Fund							
Project							
General Capital							
Parks Projects							
Ballinger Neighborhood Parks	$0	$0	$150,000	$0	$0	$0	$150,000
King County, Trails And Open Space Replacement Levy	$30,000	$110,000	$110,000	$110,000	$0	$0	$360,000
Park At Town Center	$0	$0	$0	$200,000	$0	$0	$200,000
Parks Repair And Replacement	$216,415	$227,236	$238,597	$250,528	$263,054	$265,816	$1,461,646
Parks, Recreation And Open Space Update	$50,000	$0	$0	$0	$0	$0	$50,000
Regional Trail Signage	$80,000	$0	$0	$0	$0	$0	$80,000
Turf & Lighting Repair And Replacement	$152,500	$1,700,000	$145,000	$0	$0	$0	$1,997,500
Facilities Projects							
North Maintenance Facility	$567,912	$0	$0	$0	$0	$0	$567,912
Police Station At City Hall	$5,339,961	$20,000	$0	$0	$0	$0	$5,359,961
Pool & Recreation Facility Master Planning	$100,000	$0	$0	$0	$0	$0	$100,000
Recreation Facilities Exterior Security Lighting	$0	$25,000	$0	$0	$0	$0	$25,000
Non-Project Specific							
General Capital Engineering	$80,091	$85,000	$0	$0	$0	$0	$165,091
Cost Allocation Charges	$23,977	$0	$0	$0	$0	$0	$23,977
City Hall Debt Service Payment	$664,546	$663,946	$662,546	$677,546	$663,250	$663,250	$3,995,084
General Capital Fund Total	**$7,305,402**	**$2,831,182**	**$1,306,143**	**$1,238,074**	**$926,304**	**$929,066**	**$14,536,171**
City Facilities - Major Maintenance							
General Facilities							
Police Station Long-Term Maintenance	$0	$0	$0	$0	$0	$0	$0
City Hall Long-Term Maintenance	$0	$42,000	$20,000	$84,000	$80,000	$80,000	$306,000
City Hall Parking Garage Long-Term Maintenance	$0	$0	$0	$10,000	$0	$0	$10,000
Parks Facilities							
Parks Restrooms Long-Term Maintenance	$0	$0	$0	$0	$0	$30,000	$30,000
Shoreline Pool Long-Term Maintenance	$750,000	$20,000	$20,000	$20,000	$20,000	$20,000	$850,000
Richmond Highlands Community Center Long-Term Maintenance	$2,000	$15,000	$80,000	$0	$2,000	$0	$99,000
Spartan Recreation Center	$6,500	$19,000	$9,000	$0	$4,500	$0	$39,000
City Facilities - Major Maintenance Fund Total	**$758,500**	**$96,000**	**$129,000**	**$114,000**	**$106,500**	**$130,000**	**$1,334,000**

City of Shoreline 2016 - 2021 Capital Improvement Plan
PROGRAM SUMMARY

	Proposed 2016	Proposed 2017	Proposed 2018	Proposed 2019	Proposed 2020	Proposed 2021	Total 2016-2021
EXPENDITURES							
Fund							
Project							
Roads Capital Fund							
Pedestrian / Non-Motorized Projects							
Bike System Implementation	$632,725	$0	$0	$0	$0	$0	$632,725
Traffic Safety Improvements	$155,125	$157,881	$160,775	$163,814	$167,005	$167,005	$971,605
25th Ave. NE Sidewalks	$60,000	$510,000	$25,000	$0	$0	$0	$595,000
Echo Lake Safe Routes To School	$483,000	$12,500	$0	$0	$0	$0	$495,500
Einstein Safe Route To School	$4,566	$0	$0	$0	$0	$0	$4,566
Interurban Trail/Burke-Gilman Connectors	$386,000	$0	$0	$0	$0	$0	$386,000
System Preservation Projects							
Annual Road Surface Maintenance Program	$2,214,984	$1,000,000	$1,100,000	$1,200,000	$1,200,000	$1,200,000	$7,914,984
Curb Ramp, Gutter And Sidewalk Maintenance Program	$152,517	$200,000	$200,000	$200,000	$200,000	$200,000	$1,152,517
Traffic Signal Rehabilitation Program	$110,250	$115,763	$121,551	$127,628	$134,010	$134,010	$743,212
10th Avenue NW Bridge	$370,000	$0	$0	$0	$0	$0	$370,000
Safety / Operations Projects							
145th Corridor Study	$128,884	$0	$0	$0	$0	$0	$128,884
145th Corridor Design and Environmental Review - Aurora to I-5	$2,447,977	$2,447,977	$0	$0	$0	$0	$4,895,954
185th Corridor Study	$600,000	$0	$0	$0	$0	$0	$600,000
Aurora Avenue North 192nd - 205th	$1,537,152	$26,324	$0	$0	$0	$0	$1,563,476
Meridian Ave N & N 155th St Signal Improv	$58,929	$300,000	$0	$0	$0	$0	$358,929
N 175th St - Stone Ave N to I5	$2,665,000	$1,435,000	$0	$0	$0	$0	$4,100,000
Radar Speed Signs	$120,456	$0	$0	$0	$0	$0	$120,456
Richmond Beach Re-Channelization	$0	$200,000	$0	$0	$0	$0	$200,000
Westminster and 155th Improvements	$250,000	$200,000	$0	$0	$0	$0	$450,000
Non-Project Specific							
General Fund Cost Allocation Overhead Charge	$64,767	$50,000	$50,000	$50,000	$50,000	$50,000	$314,767
Transportation Master Plan Update	$100,000	$200,000	$0	$0	$0	$0	$300,000
Roads Capital Engineering	$215,805	$235,000	$255,000	$265,000	$280,000	$295,000	$1,545,805
Roads Capital Fund Total	**$12,758,137**	**$7,090,445**	**$1,912,326**	**$2,006,442**	**$2,031,015**	**$2,046,015**	**$27,844,380**

City of Shoreline 2016 - 2021 Capital Improvement Plan
PROGRAM SUMMARY

	Proposed 2016	Proposed 2017	Proposed 2018	Proposed 2019	Proposed 2020	Proposed 2021	Total 2016-2021
EXPENDITURES							
Fund							
Project							
Surface Water Capital							
Capacity							
10th Ave NE Drainage Improvements	$250,000	$0	$0	$600,000	$30,000	$30,000	$910,000
25th Ave. NE Flood Reduction Improvements	$880,000	$2,470,000	$795,000	$0	$0	$0	$4,145,000
Boeing Creek Regional Stormwater Facility Study	$200,000	$0	$0	$0	$0	$0	$200,000
NE 148th Infiltration Facilities	$367,500	$0	$0	$0	$0	$0	$367,500
Repair and Replacement							
Goheen Revetment Repair	$17,000	$11,500	$6,000	$6,000	$6,000	$0	$46,500
Hidden Lake Dam Removal	$20,000	$0	$0	$0	$1,000,000	$0	$1,020,000
Stormwater Pipe Replacement Program	$580,000	$200,000	$0	$500,000	$200,000	$1,740,000	$3,220,000
Surface Water Small Projects	$80,000	$0	$0	$0	$0	$0	$80,000
Other							
Puget Sound Drainages Basin Plan	$100,000	$0	$0	$0	$0	$0	$100,000
Surface Water Master Plan	$500,000	$0	$0	$0	$0	$0	$500,000
Thornton Creek Basin Condition Assessment	$100,000	$100,000	$100,000	$0	$0	$0	$300,000
Non-Project Specific							
General Fund Cost Allocation Overhead Charge	$190,448	$150,000	$150,000	$150,000	$150,000	$150,000	$940,448
Surface Water Capital Engineering	$158,013	$170,000	$175,000	$185,000	$190,000	$200,000	$1,078,013
Surface Water Capital Fund Total	**$3,442,961**	**$3,101,500**	**$1,226,000**	**$1,441,000**	**$1,576,000**	**$2,120,000**	**$12,907,461**
TOTAL EXPENDITURES	**$24,265,000**	**$13,119,127**	**$4,573,469**	**$4,799,516**	**$4,639,819**	**$5,225,081**	**$56,622,012**

City of Shoreline 2016 - 2021 Capital Improvement Plan
PROGRAM SUMMARY

	Proposed 2016	Proposed 2017	Proposed 2018	Proposed 2019	Proposed 2020	Proposed 2021	Total 2016-2021
RESOURCES							
Fund							
General Fund Contribution	$3,078,211	$878,211	$428,211	$428,211	$428,211	$428,211	$5,669,266
State and Federal Forfeiture Fund Contribution to General Cap Fund	$400,000	$0	$0	$0	$0	$0	$400,000
Treasury Seizure Fund Contribution to General Cap Fund	$1,156,101	$0	$0	$0	$0	$0	$1,156,101
Transportation Benefit District	$1,031,824	$780,000	$780,000	$780,000	$780,000	$780,000	$4,931,824
Transportation Impact Fees	$359,775	$193,725	$0	$0	$0	$0	$553,500
Real Estate Excise Tax - 1st Quarter Percent	$1,038,146	$1,056,334	$1,088,772	$1,161,160	$1,235,930	$1,303,238	$6,883,580
Real Estate Excise Tax - 2nd Quarter Percent	$1,038,146	$1,056,334	$1,088,772	$1,161,160	$1,235,930	$1,303,238	$6,883,580
Soccer Field Rental Contribution	$130,000	$130,000	$130,000	$130,000	$130,000	$130,000	$780,000
Surface Water Fees	$661,884	$589,923	$1,080,551	$1,390,368	$1,592,153	$1,803,940	$7,118,819
Investment Interest Income	$88,187	$101,679	$45,034	$54,570	$73,073	$98,380	$460,924
King County Flood Zone District Opportunity Fund	$110,898	$110,898	$110,898	$110,898	$110,898	$110,898	$665,388
Grants - Awarded	$8,092,314	$3,668,996	$0	$0	$0	$0	$11,761,310
Future Grants	$0	$250,000	$75,000	$200,000	$0	$0	$525,000
Future Financing	$4,536,317	$2,000,000	$0	$0	$0	$0	$6,536,317
King County Voter Approved Trail Funding	$110,000	$110,000	$110,000	$110,000	$0	$0	$440,000
Gain / (Use) of Accumulated Fund Balance	$2,433,197	$2,193,027	($363,769)	($726,852)	($946,376)	($732,824)	$1,856,403
TOTAL RESOURCES	**$24,265,000**	**$13,119,127**	**$4,573,469**	**$4,799,516**	**$4,639,819**	**$5,225,081**	**$56,622,012**

Capital Improvement Program Impact Upon Operating Budgets

When certain types of capital projects are developed and completed, they also have ongoing financial impacts upon the City's operating budgets. For example, when a new park or ball field is developed, the Parks Department will need to add the ongoing maintenance of the new facility to the annual maintenance budget. Also, the addition of new sidewalks with planting strips or street trees require ongoing trimming and maintenance costs to be included in the City's maintenance budget.

In the 2016-2021 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 2015 and beyond are in the 2016 proposed budget. The additional operational costs are related to increases for professional landscape maintenance services, janitorial services, utilities and operating supplies.

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

- Regional Trail Signage
- North Maintenance Fund
- 10th Avenue NW Bridge
- Einstein Safe Route to School
- Traffic Safety Improvements
- Interurban Trail/Burke-Gilman Connectors
- Aurora Avenue North 192nd – 205th
- NE 148th Infiltration Facilities

CIP Table 1
City of Shoreline 2016 - 2021 Capital Improvement Plan
IMPACT ON OPERATING BUDGET

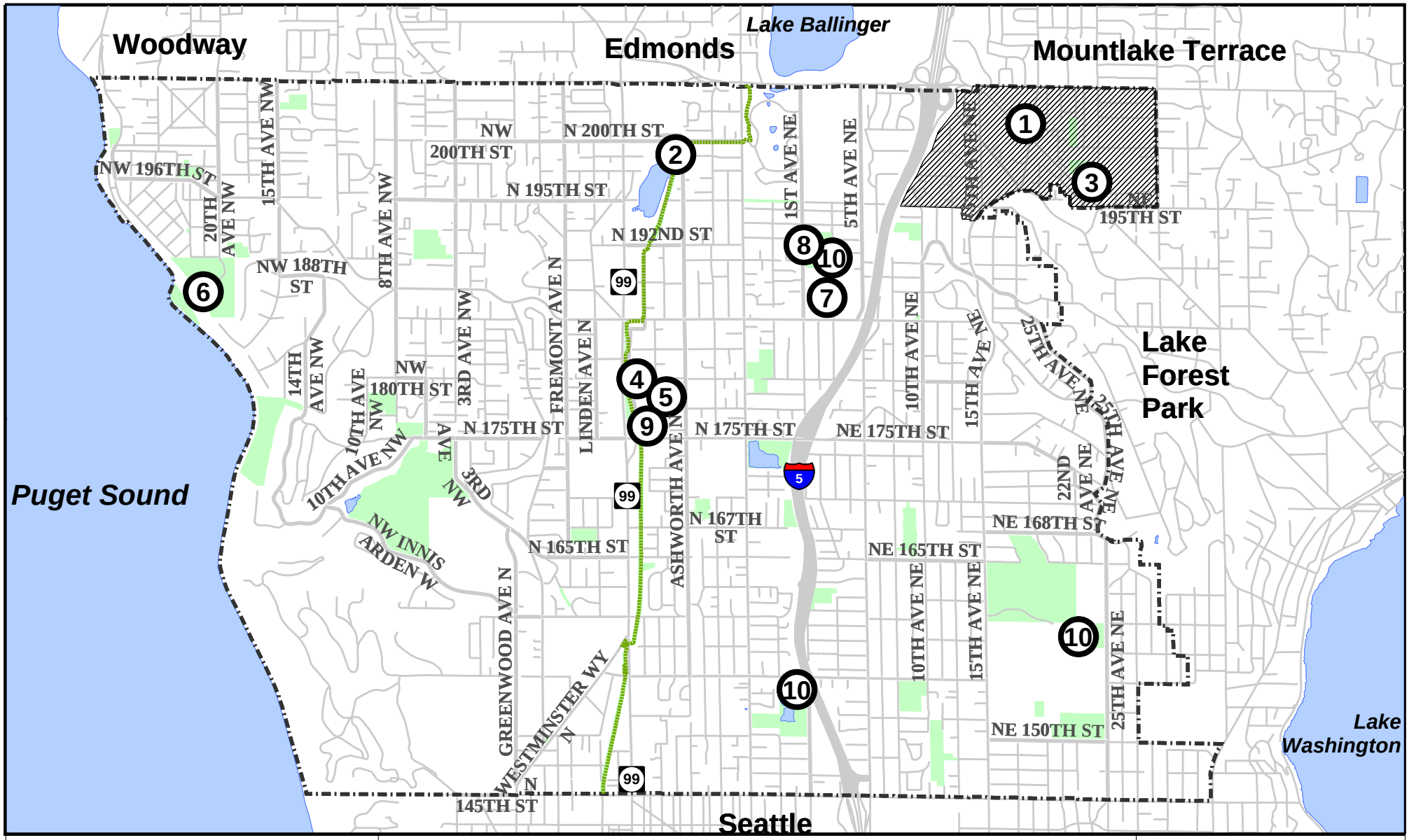
EXPENDITURES	Proposed 2016	Proposed 2017	Proposed 2018	Proposed 2019	Proposed 2020	Proposed 2021	Total 2016 - 2021
Project							
General Capital							
Parks Projects							
Regional Trail Signage	$ -	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 10,000
Facilities Projects							
North Maintenance Facility	$ -	$ 8,100	$ 8,303	$ 8,510	$ 8,510	$ 8,723	$ 42,146
General Capital Fund Total	**$ -**	**$ 10,100**	**$ 10,303**	**$ 10,510**	**$ 10,510**	**$ 10,723**	**$ 52,146**
Roads Capital Fund							
System Preservation							
10th Avenue NW Bridge	$ -	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 5,000
Pedestrian / Non-Motorized Projects							
Einstein Safe Route to School	$ -	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 5,000
Traffic Safety Improvements	$ -	$ 510	$ 510	$ 510	$ 510	$ 510	$ 2,550
Interurban Trail/Burke-Gilman Connectors	$ -	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 10,000
Safety / Operations Projects							
Aurora Avenue North 192nd - 205th	$ -	$ 70,760	$ 114,841	$ 114,964	$ 115,009	$ 115,009	$ 530,583
Roads Capital Fund Total	**$ -**	**$ 75,270**	**$ 119,351**	**$ 119,474**	**$ 119,519**	**$ 119,519**	**$ 553,133**
Surface Water Capital							
Capacity							
NE 148th Infiltration Facilities	$ -	$ -	$ 10,000	$ -	$ -	$ -	$ 10,000
Surface Water Capital Fund Total	**$ -**	**$ -**	**$ 10,000**	**$ -**	**$ -**	**$ -**	**$ 10,000**
TOTAL IMPACT FROM 2016 - 2021 PROJECTS	**$ -**	**$ 85,370**	**$ 139,654**	**$ 129,984**	**$ 130,029**	**$ 130,242**	**$ 615,279**

This page has been intentionally left blank.

GENERAL CAPITAL FUND

This page has been intentionally left blank.

GENERAL CAPITAL FUND SUMMARY



City of Shoreline

2016-2021 General Capital Improvement Plan

Date: 9/24/2015

Ballinger Neighborhood

Interurban Trail

Park

1. Ballinger Neighborhood Parks Master Planning
2. Echo Lake Park Improvements
3. North Maintenance Facility
4. Park at Town Center
5. Police Station at City Hall
6. Saltwater Park Pedestrian Bridge Repair
7. Shoreline Pool & Recreation Facility Master Planning
8. Shoreline Pool Repair and Replacement Needs Analysis
9. Shoreline Veteran's Recognition
10. Turf & Lighting Repair and Replacement (3 Parks)

CITYWIDE IMPROVEMENTS

- KC Parks, Trails, and Open Space Replacement Levy
- Parks Repair and Replacement
- PROS Plan Update
- Recreation Facilities Exterior Security Lighting
- Regional Trail Signage
- Trail Corridors

City of Shoreline 2016 - 2021 Capital Improvement Plan
Program Summary
General Capital Fund

	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES											
PARKS PROJECTS											
BALLINGER NEIGHBORHOOD PARKS	-	-	-	-	-	150,000	-	-	-	150,000	150,000
KING COUNTY, TRAILS AND OPEN SPACE REPLACEMENT LEVY	-	110,000	33,900	30,000	110,000	110,000	110,000	-	-	360,000	393,900
PARK AT TOWN CENTER	121,430	-	-	-	-	-	200,000	-	-	200,000	321,430
PARKS REPAIR AND REPLACEMENT	1,847,024	239,787	239,787	216,415	227,236	238,597	250,528	263,054	265,816	1,461,646	3,548,457
PARKS, RECREATION AND OPEN SPACE UPDATE	-	-	50,000	50,000	-	-	-	-	-	50,000	100,000
REGIONAL TRAIL SIGNAGE	69,728	80,000	8,877	80,000	-	-	-	-	-	80,000	158,605
TURF & LIGHTING REPAIR AND REPLACEMENT	-	-	45,000	152,500	1,700,000	145,000	-	-	-	1,997,500	2,042,500
FACILITIES PROJECTS											
NORTH MAINTENANCE FACILITY	3,015,737	6,351	6,351	567,912	-	-	-	-	-	567,912	3,590,000
POLICE STATION AT CITY HALL	48,587	1,823,948	1,823,405	5,339,961	20,000	-	-	-	-	5,359,961	7,231,953
POOL & RECREATION FACILITY MASTER PLANNING	-	-	15,000	100,000	-	-	-	-	-	100,000	115,000
RECREATION FACILITIES EXTERIOR SECURITY LIGHTING	-	-	-	-	25,000	-	-	-	-	25,000	25,000
PROJECTS TO BE COMPLETED IN CURRENT YEAR (2015)											
ECHO LAKE PARK IMPROVEMENTS	470,362	5,635	7,680	-	-	-	-	-	-	-	478,042
SALTWATER PARK PEDESTRIAN BRIDGE MAJOR REPAIR	84,361	271,225	453,312	-	-	-	-	-	-	-	537,673
SHORELINE POOL REPAIR/REPLACEMENT NEEDS ANALYSIS	48,859	-	7,500	-	-	-	-	-	-	-	56,359
SHORELINE VETERAN'S RECOGNITION	-	75,000	75,000	-	-	-	-	-	-	-	75,000
TRAIL CORRIDORS	2,431,997	82,903	98,532	-	-	-	-	-	-	-	2,530,529
NON-PROJECT SPECIFIC											
GENERAL CAPITAL ENGINEERING	576,130	65,000	65,000	80,091	85,000	-	-	-	-	165,091	806,221
COST ALLOCATION CHARGES		23,724	23,724	23,977						23,977	47,701
CITY HALL DEBT SERVICE PAYMENT		664,346	664,346	664,546	663,946	662,546	677,546	663,250	663,250	3,995,084	4,659,430
TOTAL EXPENDITURES	8,714,214	3,447,919	3,617,414	7,305,402	2,831,182	1,306,143	1,238,074	926,304	929,066	14,536,171	26,867,799
REVENUES											
REAL ESTATE EXCISE TAX		922,504	1,204,174	1,038,146	1,056,334	1,088,772	1,161,160	1,235,930	1,303,238	6,883,580	
SOCCER FIELD RENTAL CONTRIBUTION		170,000	170,000	130,000	130,000	130,000	130,000	130,000	130,000	780,000	
INVESTMENT INTEREST		11,809	11,809	31,447	36,572	13,690	15,357	24,609	36,520	158,196	
SALE OF CURRENT POLICE STATION		-	-	1,065,000	-	-	-	-	-	1,065,000	
FUTURE FUNDING		-	-	1,471,317	-	-	-	-	-	1,471,317	
FUTURE GRANTS		-	-	-	-	75,000	200,000	-	-	275,000	
GENERAL FUND CONTRIBUTION		50,000	50,000	1,050,000	50,000	50,000	50,000	50,000	50,000	1,300,000	
KC TRAIL LEVY FUNDING RENEWAL		110,000	108,700	110,000	110,000	110,000	110,000	-	-	440,000	
PRIVATE DONATIONS		75,000	75,000	-	-	-	-	-	-	-	
RECREATION & CONSERVATION OFFICE		-	-	-	250,000	-	-	-	-	250,000	
STATE AND FEDERAL DRUG FORFEITURE FUND		-	-	400,000	-	-	-	-	-	400,000	
TREASURY SEIZURE FUND		-	1,823,405	176,101	-	-	-	-	-	176,101	
TREASURY SEIZURE FUND - POTENTIAL		-	-	980,000	-	-	-	-	-	980,000	
TOTAL REVENUES		1,339,313	3,443,088	6,452,011	1,632,906	1,467,462	1,666,517	1,440,539	1,519,758	14,179,194	
BEGINNING FUND BALANCE		224207	2,690,075	2,515,749	1,662,358	464,082	495,401	793,845	1,178,080	2,515,749	
TOTAL REVENUES			3,443,088	6,452,011	1,632,906	1,467,462	1,666,517	1,440,539	1,519,758	14,179,194	
RESTRICTED AMOUNT FOR TURF REPLACEMENT						130,000	130,000	130,000	130,000	520,000	
TOTAL EXPENDITURES			3,617,414	7,305,402	2,831,182	1,306,143	1,238,074	926,304	929,066	14,536,171	
ENDING FUND BALANCE	**2,690,075**		**2,515,749**	**1,662,358**	**464,082**	**495,401**	**793,845**	**1,178,080**	**1,638,772**	**1,638,772**	
IMPACT ON OPERATING BUDGET			-	-	10,100	10,303	10,510	10,510	10,723		

GENERAL CAPITAL FUND SUMMARY

Types of Projects

In the General Capital Fund projects are categorized as Parks or Facilities Projects. Funding for these projects is primarily a result of monies from real estate excise tax (REET), one-time General Fund revenues, municipal financing, and grants.

2016-2021 CIP Summary

The 2016-2021 General Capital CIP totals $14.536 million. There are 11 funded projects during this period.

Project	2016 Estimate	2017 Estimate	2018 Estimate	2019 Estimate	2020 Estimate	2021 Estimate	Total 2016 - 2021
Expenditures							
Parks Projects	$528,915	$2,037,236	$643,597	$560,528	$263,054	$265,816	$4,299,146
Facilities Projects	$6,007,873	$45,000	$0	$0	$0	$0	$6,052,873
Non-Project Specific	$768,614	$748,946	$662,546	$677,546	$663,250	$663,250	$4,184,152
Total Expenditures by Year	**$7,305,402**	**$2,831,182**	**$1,306,143**	**$1,238,074**	**$926,304**	**$929,066**	**$14,536,171**
Revenues by Year	**$6,452,011**	**$1,632,906**	**$1,467,462**	**$1,666,517**	**$1,440,539**	**$1,519,758**	**$14,179,194**
Beginning Fund Balance	**$2,515,749**	**$1,662,358**	**$464,082**	**$495,401**	**$793,845**	**$1,178,080**	**$2,515,749**
Total Revenues	**$6,452,011**	**$1,632,906**	**$1,467,462**	**$1,666,517**	**$1,440,539**	**$1,519,758**	**$14,179,194**
Amount restricted for future turf replacement	**$0**	**$0**	**$130,000**	**$130,000**	**$130,000**	**$130,000**	**$520,000**
Total Expenditures	**$7,305,402**	**$2,831,182**	**$1,306,143**	**$1,238,074**	**$926,304**	**$929,066**	**$14,536,171**
Ending Fund Balance	**$1,662,358**	**$464,082**	**$495,401**	**$793,845**	**$1,178,080**	**$1,638,772**	**$1,638,772**
Impact on Operating Budget	**$0**	**$10,100**	**$10,303**	**$10,510**	**$10,510**	**$10,723**	

Policy Issues

Use of Real Estate Excise Tax: A primary revenue source in the General Capital Fund is real estate excise tax (REET). Since 2005 the City has seen a dramatic decrease in the amount of tax collected. Historically, staff estimated that the annual REET baseline collection was $1.3 to $1.5 million per year. When real estate activity increased for example in 2005, the highest year of collections, the City received more than $2.6 million in REET. Staff is projecting that both home prices and real estate activity will continue to improve and collections will increase during 2016 as they have in 2014 and 2015. The City Council authorized the use of up to $750,000 of REET annually towards the debt service costs of City Hall.

Master Plan: All of the parks and open space projects included in the capital improvement plan are recommended in the Parks and Open Space Master Plan.

Municipal Art Funding: The City Council adopted a Municipal Art Program for capital projects in 2002. Projects that include construction will provide 1% of the construction contract award to the Art Program. Maintenance projects are excluded from the Arts Program.

Underfunded and Unfunded Projects: The following table reflects all the projects that are either underfunded or unfunded and awaiting future funding.

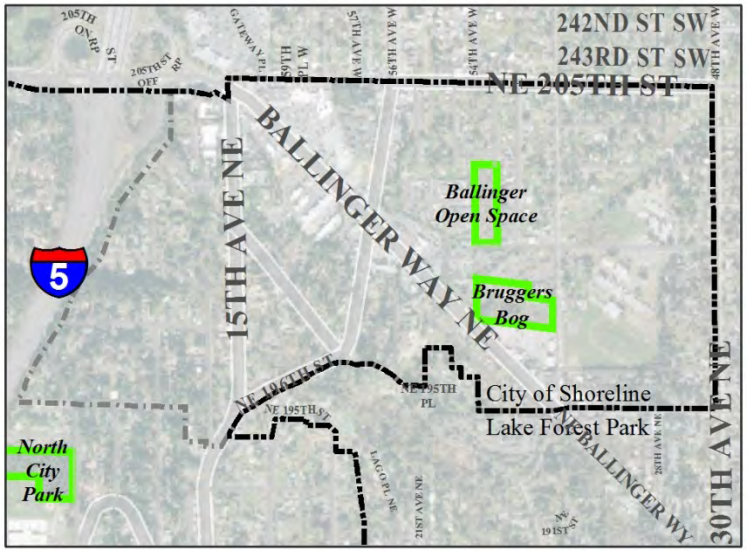
PROJECT TITLE	PROJECT DESCRIPTION	ESTIMATED LOW	ESTIMATED HIGH
Underfunded Projects			
Police Station at City Hall	The current project is in design but the estimate/budget identifies the need for additional funding to complete the project	$1.4 million	$1.6 million
North Maintenance Facility	The project is in the preliminary phases of design and additional funding will be needed to move to the construction phase.	$6 million	$8 million
Turf and Lighting Repair and Replacement	The project will fund turf and lighting repair at facilities throughout the City. Currently there is not adequate funding for turf or lighting replacement at Shoreline A/B or other repairs.	$2 million	$3 million
Significant Projects Beyond 6 year CIP			
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
Acquire BNSF property along Puget Sound	Purchase shoreline property from BNSF Railroad	$1 million	$2 million

This page intentionally left blank.

General Capital Fund

Projects

BALLINGER NEIGHBORHOOD PARKS



Project Description:

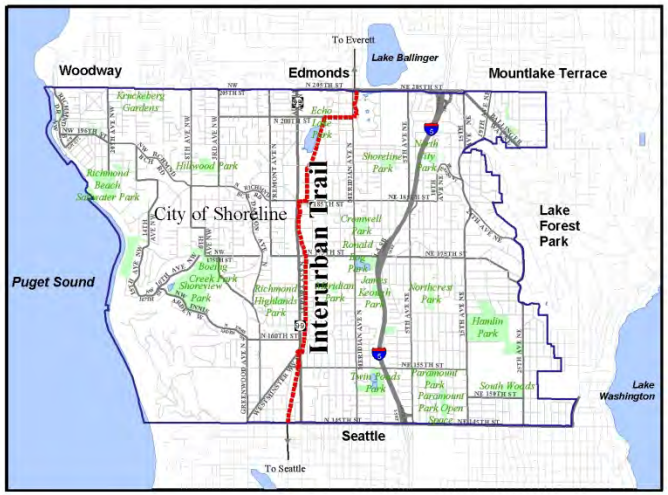
A project to plan for future park improvements in the Ballinger neighborhood including the existing park sites of Brugger's Bog Park and Ballinger Open Space. Other sites would also be considered during the master plan process. There is no design or construction funding available.

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

Changes from the 2015-2020 CIP: None.

BALLINGER NEIGHBORHOOD PARKS											
ORGKEY: 2820343 J.L.# GN270000											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION						150,000				150,000	150,000
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES						**150,000**				**150,000**	**150,000**
REVENUE SOURCES:											
FUTURE GRANTS						*75,000*				75,000	75,000
GENERAL CAPITAL FUND						75,000				75,000	75,000
TOTAL PROJECT REVENUES						**150,000**				**150,000**	**150,000**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**										
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION						Q1 Q2 Q3 Q4					

KING COUNTY PARKS, TRAILS AND OPEN SPACE REPLACEMENT LEVY



Project Description:

The six-year funding for the renewed King County Voter Approved Trail Levy began in 2014 and will allow the City to identify and prioritize trail linkages and make capital or maintenance improvements to parks. An average of $110,000 is collected from King County annually. As projects are identified, the funding will be programmed. Funding from the Levy was used towards Echo Lake Park Improvement Project in 2014-15; Richmond Beach Saltwater Park Pedestrian Bridge Repair in 2015; Regional Trail Signage in 2015-16; and system-wide trail and vegetation maintenance and repairs in parks in 2015. As additional projects are identified and prioritized, the City will program this funding toplan and design these projects for construction.

Service Impact:

Project will identify, design and construct trail linkages within the City and to other Citywide and regional trail systems.

Changes from the 2015-2020 CIP: Funding was reduced to $33,900 in 2015 to reflect the funding being transferred to the Richmond Beach Saltwater Park Bridge Repair. In 2016, $80,000 was transferred to the Regional Trail Signage Project. In 2015, $33,900 ($30,000 in 2016) will fund improvements to existing park trails and vegetation system-wide.

KING COUNTY, TRAILS AND OPEN SPACE REPLACEMENT LEVY											
ORGKEY: 2820270 J.L.#											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION		110,000	33,900	30,000	110,000	110,000	110,000			360,000	393,900
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES		**110,000**	**33,900**	**30,000**	**110,000**	**110,000**	**110,000**			**360,000**	**393,900**
REVENUE SOURCES:											
KC TRAIL LEVY FUNDING RENEWAL		110,000	33,900	30,000	110,000	110,000	110,000			360,000	393,900
GENERAL CAPITAL FUND											
TOTAL PROJECT REVENUES		**110,000**	**33,900**	**30,000**	**110,000**	**110,000**	**110,000**			**360,000**	**393,900**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**									157	
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION				Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4				
CONSTRUCTION				Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4				

PARK AT TOWN CENTER

Project Description:

This project will design 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. In the fall of 2012, the City of Shoreline planted approximately 25 trees in the Phase I project area. The City will seek future funding for a Phase I park design.

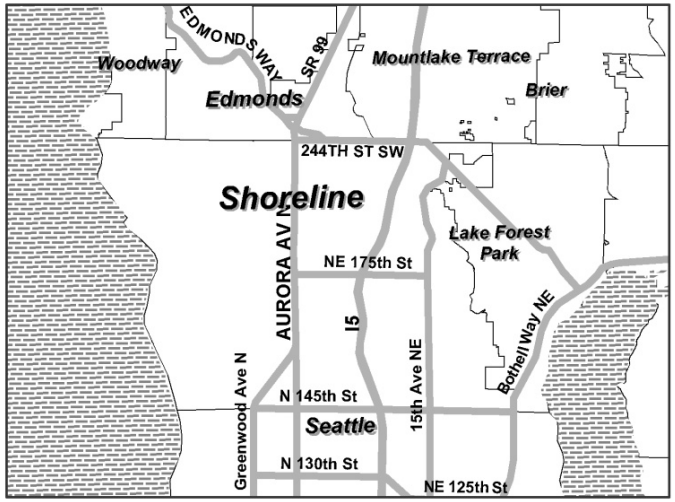
Service Impact:

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.

Changes from the 2015-2020 CIP: None.

PARK AT TOWN CENTER ORGKEY: 2820234 J.L.# GN251800 PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	115,730						200,000			200,000	315,730
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION	5,700										5,700
TOTAL PROJECT EXPENDITURES	**121,430**						**200,000**			**200,000**	**321,430**
REVENUE SOURCES:											
FUTURE GRANTS							*200,000*			200,000	200,000
GENERAL CAPITAL FUND	121,430										121,430
TOTAL PROJECT REVENUES	**121,430**						**200,000**			**200,000**	**321,430**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**										
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION							Q1 Q2 Q3 Q4				

PARKS REPAIR AND REPLACEMENT



Project Description:

This project provides minor repair and replacement improvements in parks such as: Americans with Disability Act (ADA) access modifications; playground safety enhancements; parking lot, trail and pathway improvements, replacement of fencing, backstops, park fixtures and equipment such as outdoor restrooms; irrigation system upgrades; tennis court resurfacing, etc. In 2015, this project replaced the Northcrest Park play equipment, repaired the driveway and parking lot at Hillwood Park, and improved drainage at Echo Lake Park.

2016-17 Goals:

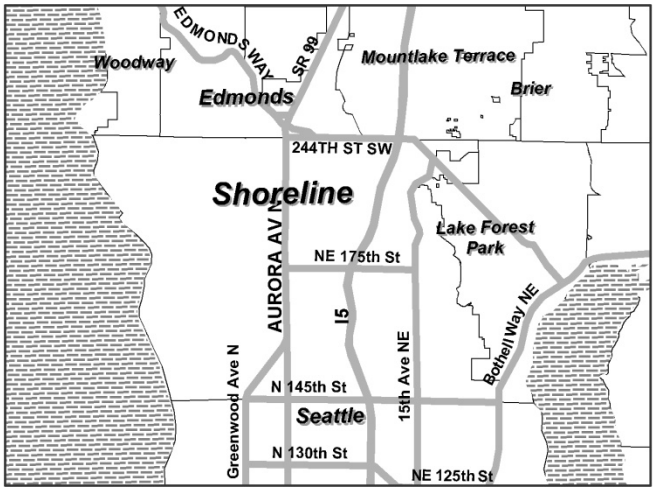
- Saltwater Park Stair Assessment, Minor Repair & Replacement Project
- Richmond Highlands Parking Lot Paving and Infrastructure improvements
- Hamlin Park 25th Street Parking Lot Repaving Project
- Hidden Lake Trail Repair or Replacement Assessment Project
- Kruckeberg Botanic Garden Buildings Assessment and upgrades

Service Impact: This project provides on-going and preventative repair and replacement of amenities at park facilities to address aging infrastructure, improve safety and comply with legal mandates such as Americans with Disabilities Act (ADA) requirements.

Changes from the 2015-2020 CIP: None.

PARKS REPAIR AND REPLACEMENT ORGKEY: 2820122 J.L.# GN106800 PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	260,143	52,500	52,500	55,125	57,881	60,775	63,814	67,005	68,049	372,649	685,292
2-REAL ESTATE ACQUISITION	56,189										56,189
3-CONSTRUCTION	1,530,692	187,287	187,287	161,290	169,355	177,822	186,714	196,049	197,767	1,088,997	2,806,976
TOTAL PROJECT EXPENDITURES	**1,847,024**	**239,787**	**239,787**	**216,415**	**227,236**	**238,597**	**250,528**	**263,054**	**265,816**	**1,461,646**	**3,548,457**
REVENUE SOURCES:											
GENERAL FUND CONTRIBUTION	350,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	300,000	700,000
OTHER AGENCY PARTICIPATION (LIBRARY MITIGATION)	10,414										10,414
GENERAL CAPITAL FUND	1,486,610	189,787	189,787	166,415	177,236	188,597	200,528	213,054	215,816	1,161,646	2,838,043
TOTAL PROJECT REVENUES	**1,847,024**	**239,787**	**239,787**	**216,415**	**227,236**	**238,597**	**250,528**	**263,054**	**265,816**	**1,461,646**	**3,548,457**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**	1,873	1,873	1,613	1,694	1,778	1,867	1,960	1,978	6,468	
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4		
CONSTRUCTION			Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4		

PARKS, RECREATION AND OPEN SPACE PLAN UPDATE



Project Description:

This project will update the Parks, Recreation and Open Space (PROS) Plan to meet Washington State Growth Management Act (GMA) 36.70A 130(4) and Comprehensive Plan Goals to provide updates to this plan very six years. It was last updated by Council Adoption on July 25, 2011.

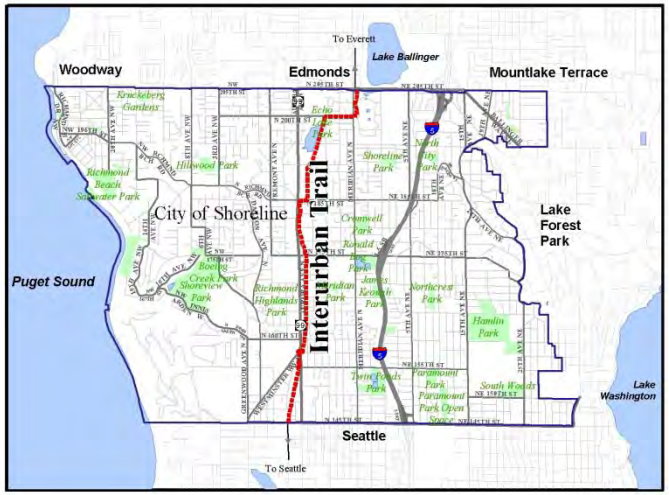
Service Impact:

Project will include an updated vision for future parks and recreation needs for Shoreline.

Changes from the 2015-2020 CIP: The total project budget was increased from $50,000 to $100,000 to provide professional services support for light rail station area park planning and restroom/playground assessments. The schedule to begin the project moved up to 2015 and 2016 to allow staff to begin consultant selection and early planning for work that will be completed in 2016; therefore, $50,000 will be shown in 2015 and $50,000 in 2016.

PARKS, RECREATION AND OPEN SPACE UPDATE											
ORGKEY: 2822273 J.L.# GN255600											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION			50,000	50,000						50,000	100,000
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES			**50,000**	**50,000**						**50,000**	**100,000**
REVENUE SOURCES:											
GENERAL CAPITAL FUND			50,000	50,000						50,000	100,000
TOTAL PROJECT REVENUES			**50,000**	**50,000**						**50,000**	**100,000**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**										
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION				Q1 Q2 Q3 Q4							

REGIONAL TRAIL SIGNAGE



Project Description:

A project funded by the 2007 six-year King County voter approved trail levy that will create trail signage to the Interurban Trail and to other local and regional trail linkages. The signage plan was approved in early 2014 and construction of Phase 1 of the project is anticipated in summer 2016.

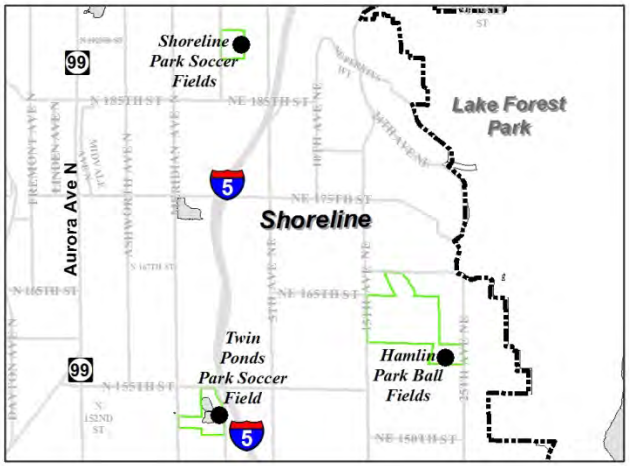
Service Impact:

Provide better signage and guidance for pedestrians and cyclists to and from local and regional trails.

Changes from the 2015-2020 CIP: A portion of funding for this project was used to fund construction of the Saltwater Park Pedestrian Bridge Repair project. (completed in 2015). Construction funding for the Regional Trail signage (Wayfinding) project has been moved to 2016.

REGIONAL TRAIL SIGNAGE											
ORGKEY: 2820294 J.L.# GN258038											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	68,408	80,000	8,877								77,285
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION	1,320			80,000						80,000	81,320
TOTAL PROJECT EXPENDITURES	**69,728**	**80,000**	**8,877**	**80,000**						**80,000**	**158,605**
REVENUE SOURCES:											
KC TRAIL LEVY FUNDING RENEWAL				80,000						80,000	80,000
KC TRAIL LEVY VOTER APPROVED TRAIL FUNDING (*)	27,910	80,000	8,877								36,787
GENERAL CAPITAL FUND	41,818										41,818
TOTAL PROJECT REVENUES	**69,728**	**80,000**	**8,877**	**80,000**						**80,000**	**158,605**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**			800						800	
IMPACT ON OPERATING BUDGET		**2015CB**	**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
OTHER					2,000	2,000	2,000	2,000	2,000		
TOTAL IMPACT ON OPERATING BUDGET					**2,000**	**2,000**	**2,000**	**2,000**	**2,000**		
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION				Q1 Q2 Q3 Q4							
CONSTRUCTION				Q1 Q2							

TURF AND LIGHTING REPAIR AND REPLACEMENT PROJECTS



Project Description:

This project will fund the repair and replacement of synthetic turf fields and/or wooden light poles and light fixtures at Twin Ponds Park, Shoreline Park A and B fields and Hamlin Park Upper Baseball Fields (light poles only). A 2014 condition report from field turf, pole and lighting experts identified repair and/or replacement of these park features. The scope of the project(s) will be to repair and/or replace the synthetic turf carpet and rubber/sand infill, remove the wooden light poles and if necessary, replace them with metal poles and add new lighting fixtures.

Service Impact:

This project will repair and/or replace synthetic turf, wooden poles and light fixtures at Twin Ponds, A and B fields at Shoreline Park and Hamlin Park Upper Baseball Fields.

Changes from the 2015-2020 CIP: This project combines the Twin Ponds Lighting Replacement Project and the Shoreline A/B Field and Lighting Replacement Project and expands the scope to include asset repair and removal as deemed necessary.

TURF & LIGHTING REPAIR AND REPLACEMENT											
ORGKEY: 2820329 J.L.# GN267900											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION			45,000	67,500	100,000	20,000				187,500	232,500
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION				85,000	1,600,000	125,000				1,810,000	1,810,000
TOTAL PROJECT EXPENDITURES			**45,000**	**152,500**	**1,700,000**	**145,000**				**1,997,500**	**2,042,500**
REVENUE SOURCES:											
RECREATION & CONSERVATION OFFICE					250,000					250,000	250,000
GENERAL CAPITAL FUND			45,000	152,500	1,450,000	145,000				1,747,500	1,792,500
TOTAL PROJECT REVENUES			**45,000**	**152,500**	**1,700,000**	**145,000**				**1,997,500**	**2,042,500**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION				Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4					
CONSTRUCTION				Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4					

NORTH MAINTENANCE FACILITY

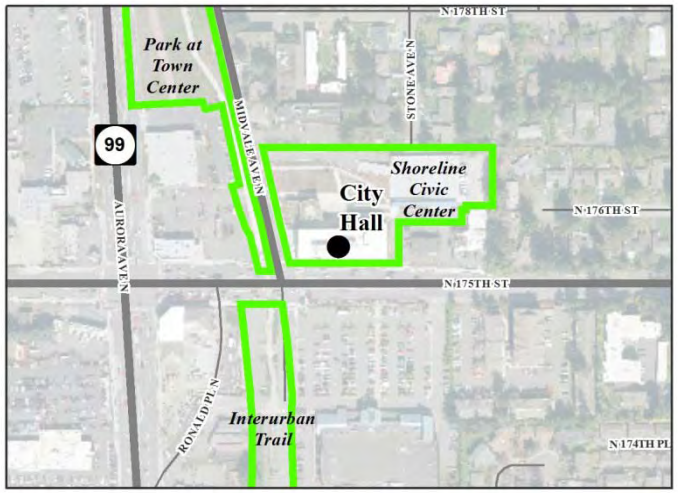
Project Description: On July 26, the City of Shoreline purchased the Brugger's Bog Maintenance Facility, located at 19547 25th Avenue NE. The facility will be used by the City's Public Works Department as a maintenance facility to help meet present and future growth needs and will serve as a fueling station for City and Shoreline Police vehicles. The City will be making the initial improvements to the site starting in 2013, including creating a draft site plan for the facility, improving site access and appearance, activating fueling services for city vehicles, analyzing short and long-term storm water decant service needs, installing a maintenance operations building on site, and relocating Public Works Street Maintenance and Surface Water Utility staff and operations to the site.

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.

Changes from the 2015-2020 CIP: No changes

NORTH MAINTENANCE FACILITY											
ORGKEY: 2819299 J.L.# GN258500											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	36,683	6,351	6,351	567,912						567,912	610,946
2-REAL ESTATE ACQUISITION	2,931,743										2,931,743
3-CONSTRUCTION	47,310										47,310
TOTAL PROJECT EXPENDITURES	**3,015,737**	**6,351**	**6,351**	**567,912**						**567,912**	**3,590,000**
REVENUE SOURCES:											
LIMITED TAX GENERAL OBLIGATION BOND 2013 (*)	2,988,602	6,351	6,351	567,912						567,912	3,562,865
GENERAL CAPITAL FUND	27,135										27,135
TOTAL PROJECT REVENUES	**3,015,737**	**6,351**	**6,351**	**567,912**						**567,912**	**3,590,000**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**										
IMPACT ON OPERATING BUDGET		**2015CB**	**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
UTILITIES					600	615	630	630	646		
OTHER					7,500	7,688	7,880	7,880	8,077		
TOTAL IMPACT ON OPERATING BUDGET					**8,100**	**8,303**	**8,510**	**8,510**	**8,723**		
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION			Q3 Q4	Q1 Q2 Q3 Q4							
CONSTRUCTION			Q3 Q4								

POLICE STATION AT CITY HALL



Project Description: The existing Police Facility has reached the end of its life cycle and does not meet current space needs. In 2013 an analysis was conducted on potential sites and recommended a plan to relocate the Police Station. The recommended plan is to locate a new Police Station on the first floor of City Hall and move the Planning and Community Development Department to the third floor. This will require build out of the existing third floor, remodeling of the first floor, an addition to the east side of the building, and site improvements for access and parking.

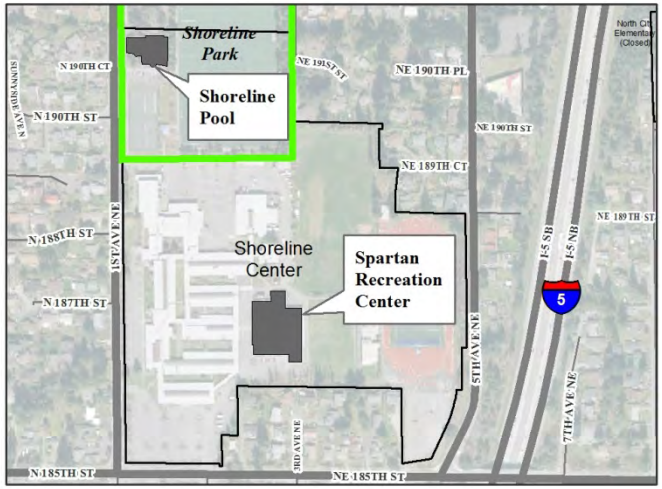
Funding from this project will also support the City Hall generator, City Hall lobby lighting replacement, renovation of the building currently occupied by Dr. Jensen for City use, control systems / HVAC modifications, and remodeling / reconfiguring to accommodate the move of Ronald Wastewater District employees to City Hall.

Service Impact: This project will provide a centrally located and updated Police Station at City Hall. The generator will allow for critical services to be maintained at City Hall.

Changes from the 2015-2020 CIP: The project costs have been increased by $1,651,951 including approximately $1.5 million in future funding. The scope has also been revised to include improvements and/or long term maintenance associated with City Hall.

POLICE STATION AT CITY HALL ORGKEY: 2819298 J.L.# GN258440 PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	48,587	283,948	476,405	354,000						354,000	878,992
2-REAL ESTATE ACQUISITION		1,500,000	1,287,000								1,287,000
3-CONSTRUCTION		40,000	60,000	4,985,961	20,000					5,005,961	5,065,961
TOTAL PROJECT EXPENDITURES	**48,587**	**1,823,948**	**1,823,405**	**5,339,961**	**20,000**					**5,359,961**	**7,231,953**
REVENUE SOURCES:											
SALE OF CURRENT POLICE STATION				1,065,000						1,065,000	1,065,000
TREASURY SEIZURE FUND	10,052		1,823,405	176,101						176,101	2,009,558
GENERAL FUND CONTRIBUTION				1,000,000						1,000,000	1,000,000
TREASURY SEIZURE FUND - POTENTIAL				980,000						980,000	980,000
STATE AND FEDERAL DRUG FORFEITURE FUND				400,000						400,000	400,000
FUTURE FUNDING				*1,471,317*						1,471,317	1,471,317
GENERAL CAPITAL FUND	38,535	1,823,948		247,543	20,000					267,543	306,078
TOTAL PROJECT REVENUES	**48,587**	**1,823,948**	**1,823,405**	**5,339,961**	**20,000**					**5,359,961**	**7,231,953**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**	400	600	49,860	200					50,860	
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4							
CONSTRUCTION				Q1 Q2 Q3 Q4							

POOL & RECREATION FACILITY MASTER PLANNING



Project Description:

The purpose of this feasibility study of the aquatic/community center is to research options for replacing the Shoreline Pool and Spartan Recreation Center. The study will analyze community needs and potential sites for a new aquatic center and/or combined aquatic and general recreation and community center.

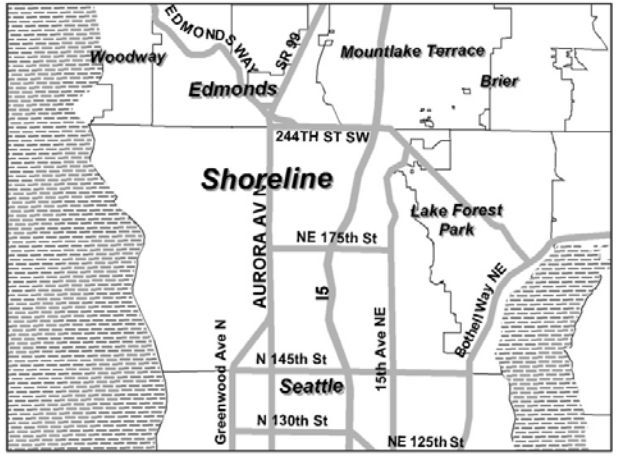
Service Impact:

Analyze the needs for a new pool and recreation/community center.

Changes from the 2015-2020 CIP: The schedule and budget for this project was revised to show $15,000 in 2015 and $100,000 in 2016 to begin consultant selection for work that will be completed in 2016 as part of the PROS planning process.

POOL & RECREATION FACILITY MASTER PLANNING											
ORGKEY: 2812331 J.L.# GN268800											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION			15,000	100,000						100,000	115,000
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES			15,000	100,000						100,000	115,000
REVENUE SOURCES:											
GENERAL CAPITAL FUND			15,000	100,000						100,000	115,000
TOTAL PROJECT REVENUES			15,000	100,000						100,000	115,000
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	N										
PROJECT TIME LINE:			2015E	2016E	2017E	2018E	2019E	2020E	2021E		
PROJECT ADMINISTRATION				Q1 Q2 Q3 Q4							

RECREATION FACILITIES EXTERIOR SECURITY LIGHTING



Project Description:

This project will install new exterior lighting at several recreational facilities to improve visibility and enhance safety. This project was identified through coordination and collaboration between the Parks, Recreation and Cultural Services Department, Facilities staff in the Administrative Services Department, and the Police Department as part of a security review of recreation facilities. Additional lighting and other security improvements will be installed at Spartan Gym, Richmond Highlands Recreation Center and other facilities. Staff will continue identifying other funding sources to support this project.

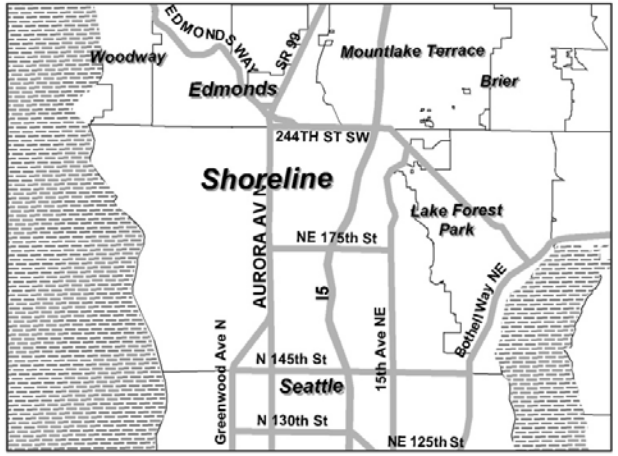
Service Impact:

This project enhances visibility and safety to users of City Facilities.

Changes from the 2015-2020 CIP: New project.

RECREATION FACILITIES EXTERIOR SECURITY LIGHTING											
ORGKEY: 2820330 J.L.# GN268700											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION											
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION					25,000					25,000	25,000
TOTAL PROJECT EXPENDITURES					**25,000**					**25,000**	**25,000**
REVENUE SOURCES:											
GENERAL CAPITAL FUND					25,000					25,000	25,000
TOTAL PROJECT REVENUES					**25,000**					**25,000**	**25,000**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION					Q1 Q2 Q3 Q4						

GENERAL CAPITAL ENGINEERING



Project Description:

This program provides non-project specific support for parks and other general capital fund projects including staff and other resources.

Service Impact:

Improve City facilities, open space, recreational facilities for the citizens of Shoreline.

Changes from 2015-2020 CIP: The new cost estimate includes the addition of funding for projects through 2017.

GENERAL CAPITAL ENGINEERING											
ORGKEY: 2713065 J.L.# MULTIPLE											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	576,130	65,000	65,000	80,091	85,000					165,091	806,221
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES	**576,130**	**65,000**	**65,000**	**80,091**	**85,000**					**165,091**	**806,221**
REVENUE SOURCES:											
GENERAL CAPITAL FUND	576,130	65,000	65,000	80,091	85,000					165,091	806,221
TOTAL PROJECT REVENUES	**576,130**	**65,000**	**65,000**	**80,091**	**85,000**					**165,091**	**806,221**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**										
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION						Q1 Q2 Q3 Q4					

CITY OF SHORELINE

Projects to be completed in current year

(2015)

ECHO LAKE PARK IMPROVEMENTS

Project Description:

A project funded by the 2007 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. The master plan was adopted in early 2013. Design was complete in early 2014. Construction was complete in 2014 and opened to the public in March 2015.

Service Impact:

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

Changes from the 2015-2020 CIP: The project was substantially complete in 2014. Work finished in the first quarter 2015. A remaining balance of $5,635 was spent in 2015.

ECHO LAKE PARK IMPROVEMENTS											
ORGKEY: 2820293 J.L.# GN257938											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	65,305	1,000									65,305
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION	405,057	4,635	7,680								412,737
TOTAL PROJECT EXPENDITURES	**470,362**	**5,635**	**7,680**								**478,042**
REVENUE SOURCES:											
KC TRAIL LEVY VOTER APPROVED TRAIL FUNDING (*)	433,088	5,635	5,635								438,723
GENERAL CAPITAL FUND	37,274		2,045								39,319
TOTAL PROJECT REVENUES	**470,362**	**5,635**	**7,680**								**478,042**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**	46	77							193	
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION		Q1									
CONSTRUCTION			Q1								

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. A full replacement was estimated at approximately $3 million in the Parks Recreation and Open Space Plan adopted in 2011. This project will extend the life of the existing bridge.

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.

Changes from the 2015-2020 CIP: All work on this project is complete however the City has not received a final invoice from BNSF Railway for flagging and inspection charges. Approximately $70,000 will need to be carried over from 2015 to 2016 if the BNSF Railway invoice is not received in 2015.

SALTWATER PARK PEDESTRIAN BRIDGE MAJOR REPAIR ORGKEY: 2820174 J.L.#GN107100 PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	84,114	22,271	120,337								204,451
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION	246	248,954	332,975								333,221
TOTAL PROJECT EXPENDITURES	**84,361**	**271,225**	**453,312**								**537,673**
REVENUE SOURCES:											
KC TRAIL LEVY FUNDING RENEWAL			74,800								74,800
KC TRAIL LEVY VOTER APPROVED TRAIL FUNDING (*)			80,000								80,000
GENERAL CAPITAL FUND	84,361	271,225	298,512								382,873
TOTAL PROJECT REVENUES	**84,361**	**271,225**	**453,312**								**537,673**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**	2,490	3,330							8,528	
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 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 building's physical and operational condition. This project will assess the building's condition, identify any short term and long term deficiencies, provide cost estimates for necessary major repairs, assess 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. In 2015 an addendum to the study was done to analyze capital improvement investment packages to keep the pool operational for another seven years or for 20 years. The addendum identified what capital investments to make and when to make them to ensure the pool can remain operational until it can be replaced in either one of those scenarios.

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.

Changes from the 2015-2020 CIP: An additional $7,500 was added in 2015 to complete additional capital improvement investment planning.

SHORELINE POOL REPAIR/REPLACEMENT NEEDS ANALYSIS											
ORGKEY: 2821307 J.L.# GN261400											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	48,859		7,500								56,359
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES	**48,859**		**7,500**								**56,359**
REVENUE SOURCES:											
GENERAL CAPITAL FUND	48,859		7,500								56,359
TOTAL PROJECT REVENUES	**48,859**		**7,500**								**56,359**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**										

SHORELINE VETERAN'S RECOGNITION

Project Description:

The Shoreline Veterans organization raised money to fund the design and construction of a Veteran's Recognition site on the north lawn of the Shoreline Civic Center. City staff have assisted by providing planning, design and construction support.

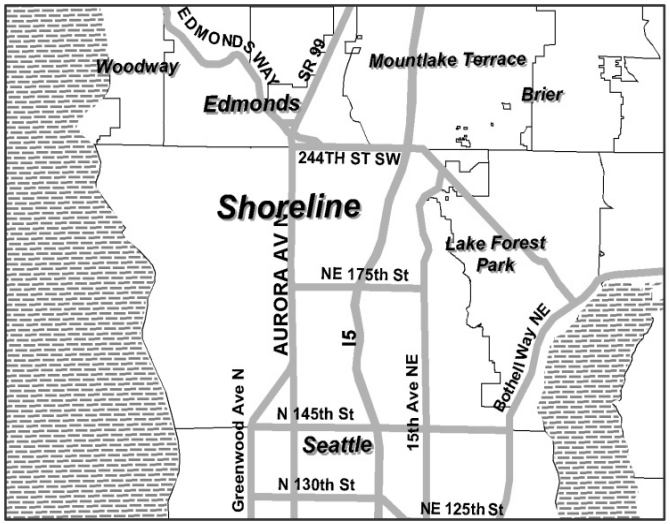
Service Impact:

Enhance the Shoreline Civic Center with a Veteran's recognition site.

Changes from the 2015-2020 CIP: None.

SHORELINE VETERAN'S RECOGNITION ORGKEY: 2820317 J.L.# GN266298 PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION		75,000	10,000								10,000
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION			65,000								65,000
TOTAL PROJECT EXPENDITURES		**75,000**	**75,000**								**75,000**
REVENUE SOURCES:											
PRIVATE DONATIONS		75,000	75,000								75,000
GENERAL CAPITAL FUND											
TOTAL PROJECT REVENUES		**75,000**	**75,000**								**75,000**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**		650							650	
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION			Q3 Q4								

TRAIL CORRIDORS



Project Description:

This 2006 Bond project constructed trail corridors throughout the city for connectivity and recreation purposes. Trails within Shoreline's wooded parks were restored and improved. Trail connectors on streets were created. Improvements were determined through an active public process. A pedestrian walkway and frontage improvements were constructed at Kruckeberg Botanic Garden in 2012. In 2014-15, trail maintenance improvements were made system-wide and planning and design began on the Interurban Trail to Burke-Gilman Trail connectors project. In 2015 the 195th Street Separated Trail project was completed. Later in 2015 and into 2016, The Interurban Trail to Burke Gilman trail connectors project will be complete.

Service Impact:

Improve access and safety for walkers, hikers and cyclists in parks, as well as connections to other trails.

Changes from the 2015-2020 CIP: Funding was moved into 2015 to complete the 195th Street Separated Trail project and system-wide trail improvements. The funding has been spent, completing the last 2006 Bond funded CIP project.

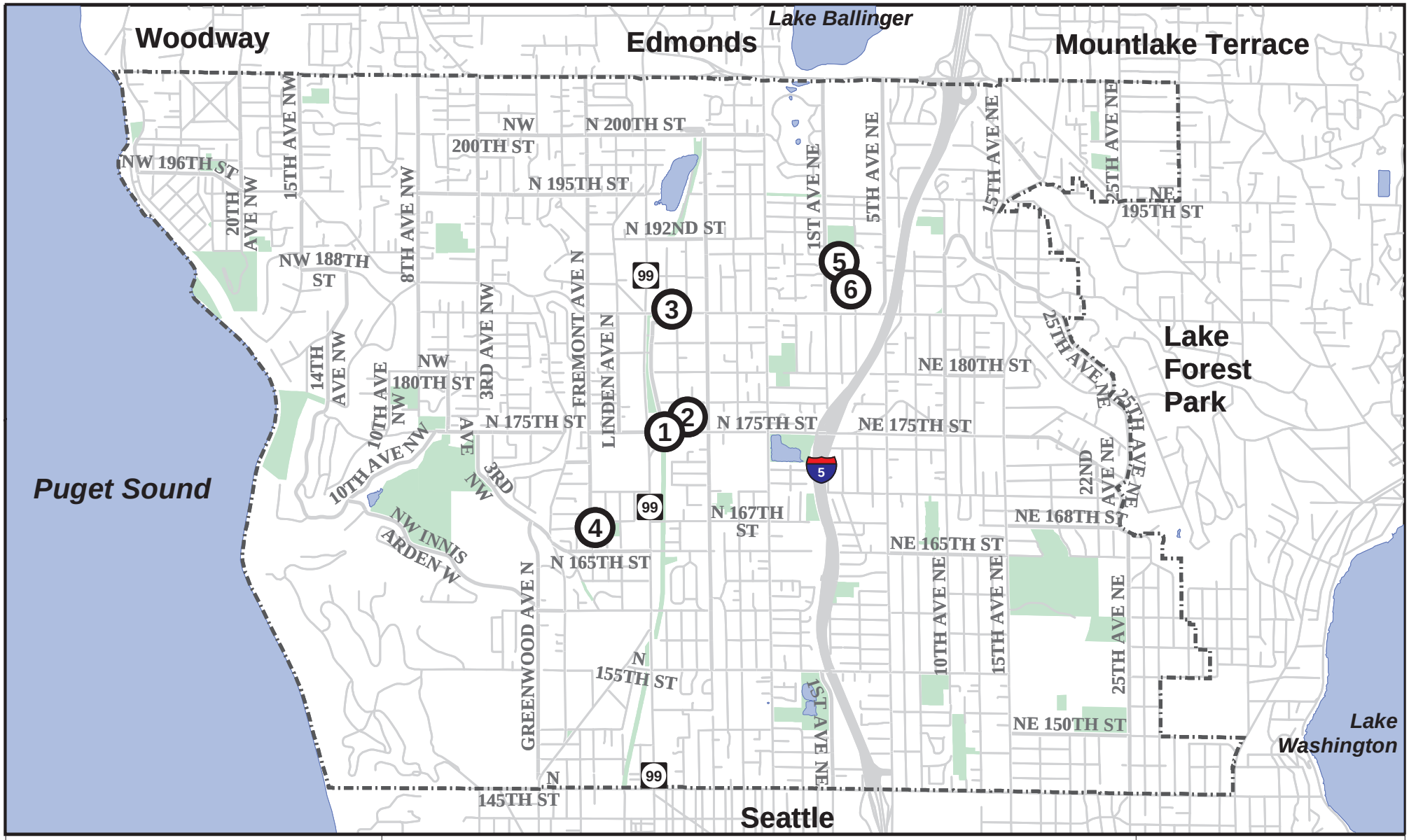
TRAIL CORRIDORS											
ORGKEY: 2820240 J.L.# MULTIPLE											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	878,990		442								879,432
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION	1,553,006	82,903	98,090								1,651,096
TOTAL PROJECT EXPENDITURES	**2,431,997**	**82,903**	**98,532**								**2,530,529**
REVENUE SOURCES:											
BOND ISSUE (*)	2,247,793	82,903	95,588								2,343,381
GRANTS FROM PRIVATE SOURCES	6,600										6,600
MISCELLANEOUS	283										283
RECREATION & CONSERVATION OFFICE	177,320										177,320
GENERAL CAPITAL FUND	1		2,944								2,945
TOTAL PROJECT REVENUES	**2,431,997**	**82,903**	**98,532**								**2,530,529**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4								
CONSTRUCTION			Q1 Q2 Q3 Q4								

This page intentionally left blank.

FACILITIES

This page has been intentionally left blank.

FACILITIES – MAJOR MAINTENANCE FUND SUMMARY



City of Shoreline

2016-2021 Facilities
Capital Improvement Plan

N W E S

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

Date: 9/25/2015

Park

1. City Hall
   Long-Term Maintenance
2. City Hall Parking Garage
   Long-Term Maintenance
3. Police Station
   Long-Term Maintenance
4. Richmond Highlands
   Community Center
   Long-Term Maintenance
5. Shoreline Pool
   Long-Term Maintenance
6. Spartan Recreation Center

CITYWIDE IMPROVEMENTS

Park Restrooms
Long-Term Maintenance

City of Shoreline 2016 - 2021 Capital Improvement Plan
Program Summary
City Facility Major Maintenance Fund

	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES											
GENERAL FACILITIES											
POLICE STATION LONG-TERM MAINTENANCE	132,523	15,000	15,000	-	-	-	-	-	-	-	147,523
CITY HALL LONG-TERM MAINTENANCE	-	40,000	-	-	42,000	20,000	84,000	80,000	80,000	306,000	306,000
CITY HALL PARKING GARAGE LONG-TERM MAINTENANCE	-	100,000	145,000	-	-	-	10,000	-	-	10,000	155,000
PARKS FACILITIES											
PARKS RESTROOMS LONG-TERM MAINTENANCE	-	-	-	-	-	-	-	-	30,000	30,000	30,000
SHORELINE POOL LONG-TERM MAINTENANCE	261,220	158,525	208,525	750,000	20,000	20,000	20,000	20,000	20,000	850,000	1,319,745
RICHMOND HIGHLANDS COMMUNITY CENTER LONG-TERM MAINTENANCE	246,675	35,000	-	2,000	15,000	80,000	-	2,000	-	99,000	345,675
SPARTAN RECREATION CENTER	12,110	-	-	6,500	19,000	9,000	-	4,500	-	39,000	51,110
TOTAL EXPENDITURES	652,527	348,525	368,525	758,500	96,000	129,000	114,000	106,500	130,000	1,334,000	2,355,052
REVENUES											
GENERAL FUND OPERATING TRANSFER		124,032	124,032	124,032	124,032	124,032	124,032	124,032	124,032	744,192	
GENERAL FUND CONTRIBUTION		-	-	600,000	-	-	-	-	-	600,000	
SHORELINE SCHOOL DISTRICT		-	50,000	-	-	-	-	-	-	-	
INVESTMENT INTEREST		1,417	1,417	449	42	885	803	1,139	1,718	5,038	
TOTAL REVENUES		125,449	175,449	724,481	124,074	124,917	124,835	125,171	125,750	1,349,230	
BEGINNING FUND BALANCE			229,020	35,944	1,925	30,000	25,917	36,752	55,423	35,944	
TOTAL REVENUES			175,449	724,481	124,074	124,917	124,835	125,171	125,750	1,349,230	
TOTAL EXPENDITURES			368,525	758,500	96,000	129,000	114,000	106,500	130,000	1,334,000	
ENDING FUND BALANCE	**229,020**		**35,944**	**1,925**	**30,000**	**25,917**	**36,752**	**55,423**	**51,174**	**51,174**	
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.

2016-2021 CIP Summary

The 2016-2021 City Facilities-Major Maintenance CIP totals $1.334 million. There are 7 funded projects during this period.

Project	2016 Estimate	2017 Estimate	2018 Estimate	2019 Estimate	2020 Estimate	2021 Estimate	Total 2016 - 2021
Expenditures							
General Facilities	$0	$42,000	$20,000	$94,000	$80,000	$80,000	$316,000
Parks Facilities	$758,500	$54,000	$109,000	$20,000	$26,500	$50,000	$1,018,000
Total Expenditures by Year	**$758,500**	**$96,000**	**$129,000**	**$114,000**	**$106,500**	**$130,000**	**$1,334,000**
Revenues by Year	**$724,481**	**$124,074**	**$124,917**	**$124,835**	**$125,171**	**$125,750**	**$1,349,230**
Beginning Fund Balance	**$35,944**	**$1,925**	**$30,000**	**$25,917**	**$36,752**	**$55,423**	**$35,944**
Total Revenues	**$724,481**	**$124,074**	**$124,917**	**$124,835**	**$125,171**	**$125,750**	**$1,349,230**
Total Expenditures	**$758,500**	**$96,000**	**$129,000**	**$114,000**	**$106,500**	**$130,000**	**$1,334,000**
Ending Fund Balance	**$1,925**	**$30,000**	**$25,917**	**$36,752**	**$55,423**	**$51,174**	**$51,174**
Impact on Operating Budget	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	

Policy Issues

General Fund Support: The 2016-2021 CIP includes annual contributions totaling $124,032 from the General Fund. When this fund was established in 2004, the annual contribution was $70,000. As part of the long term financial plan the annual contribution was reduced in 2007 to $30,000 with the intent to increase the contribution by $10,000 per year starting in 2010 through 2013 to reach the original contribution amount of $70,000 in 2014. The proposed CIP includes an increase in the

annual contribution of $50,000 to provide funding for necessary maintenance costs at the Shoreline Pool and for major maintenance needs as the City Hall begins to age. After the City Hall parking structure was completed, an annual transfer of $4,032 was started to accumulate funds to replace the striping every five years.

Municipal Art Funding: The City Council adopted a Municipal Art Program for capital projects in 2002. Projects that include construction will provide 1% of the construction contract award to the 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			
Park Restrooms	Implement ongoing repair/replacement program for park restrooms to include doors, exterior/interior painting, exterior siding and roof maintenance **(high priority)**	$95,000	$150,000
	Full restroom remodel, one restroom per year	$270,000	$405,000
Richmond Highlands Recreation Center	Gymnasium Improvements – Lighting and Floor	$50,000	$80,000

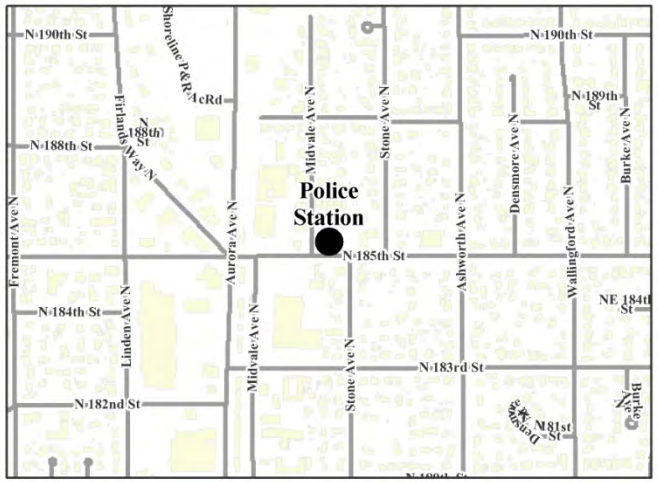
This page intentionally left blank.

Facilities-Major Maintenance Fund

Projects

This page intentionally left blank.

POLICE STATION LONG-TERM MAINTENANCE



Project Description:

Currently all evidence collected by the Shoreline police department is stored in a 12'x12' (144 square feet) room at the station. Concerns have been raised about the security and validity of evidence since some evidence has to leave the room to be properly categorized for legal processing. A secure, prefabricated facility should be built so that evidence can be handled in a controlled and efficient manner. The facility in question should be in air conditioned space insuring no degradation of evidence or items stored inside. The evidence storage's construction location is currently being determined.

Service Impact:

This project will preserve the City's investment in the Police Station facility by performing scheduled and preventative maintenance.

Changes from the 2015-2020 CIP: Project completed due to the projected new Police Station at City Hall under design. The final cost of the project is $147,523.

POLICE STATION LONG-TERM MAINTENANCE ORGKEY: 3119200 J.L.# MULTIPLE PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION											
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION	132,523	15,000	15,000								147,523
TOTAL PROJECT EXPENDITURES	**132,523**	**15,000**	**15,000**								**147,523**
REVENUE SOURCES:											
FACILITIES CAPITAL FUND	132,523	15,000	15,000								147,523
TOTAL PROJECT REVENUES	**132,523**	**15,000**	**15,000**								**147,523**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
CONSTRUCTION			Q3								

CITY HALL LONG-TERM MAINTENANCE

Project Description: This project allocates funds for major repair and maintenance projects needed in the City Hall building. These projects are intended to keep the building energy efficient, weather tight, address safety issues, reduce ongoing maintenance costs, and maintain a professional looking appearance. Based on building asset emergency needs or cost estimates project priorities may need to be reprioritized.

2017 - $42,000: HVAC controls replacement (moved from 2015 to 2017), clean carpets on 2nd and 4th floors
2018 - $20,000: System controls upgrade and add hose bibs to exterior of building
2019 - $84,000: Interior painting and system controls replacement
2020 - $80,000: Upgrades to interior finishes such as carpet, walls, kitchen cabinet and/or door replacements
2021 - $80,000: Upgrades to interior finishes such as carpet, walls, kitchen cabinet and/or door replacements

Service Impact: These projects will preserve the function and appearance of the building and will upgrade outdated complex technical systems.

Changes from the 2015-2020 CIP: Project cost estimates increased from $178,019 to $306,000.

CITY HALL LONG-TERM MAINTENANCE										
ORGKEY: 3119319 J.L.# MA266400										
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION											
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION		40,000			42,000	20,000	84,000	80,000	80,000	306,000	306,000
TOTAL PROJECT EXPENDITURES		**40,000**			**42,000**	**20,000**	**84,000**	**80,000**	**80,000**	**306,000**	**306,000**
REVENUE SOURCES:											
FACILITIES CAPITAL FUND		40,000			42,000	20,000	84,000	80,000	80,000	306,000	306,000
TOTAL PROJECT REVENUES		**40,000**			**42,000**	**20,000**	**84,000**	**80,000**	**80,000**	**306,000**	**306,000**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
CONSTRUCTION			Q4								

CITY HALL PARKING GARAGE LONG-TERM MAINTENANCE

Project Description:

The parking garage requires on-going maintenance to assure the upper level remains water tight. Minor touch ups to the surface are required to maintain the coating on the upper level. The concrete and parking stones also require repairs and replacement.

2019 - $10,000: Surface touch up and repairs to address larger maintenance issues.

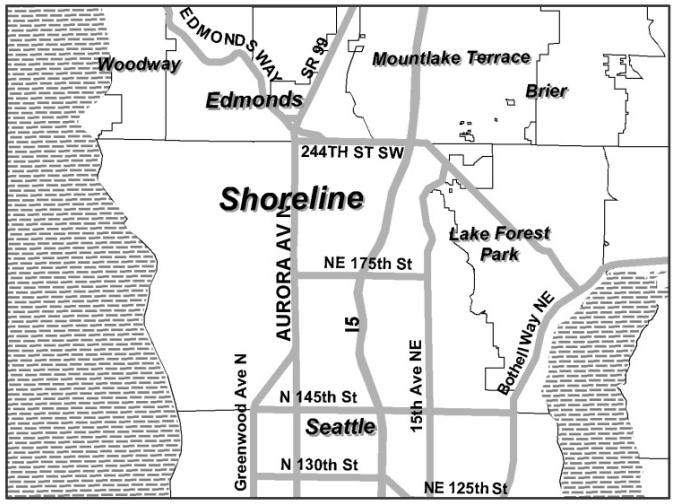
Service Impact:

This project will preserve the City's parking garage from deteriorating prematurely from water erosion.

Changes from the 2015-2020 CIP: Project cost estimates were increased from $110,000 in 2015 to $155,000.

CITY HALL PARKING GARAGE LONG-TERM MAINTEN											
ORGKEY: 3119320 J.L.# MA266500											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION											
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION		100,000	145,000				10,000			10,000	155,000
TOTAL PROJECT EXPENDITURES		**100,000**	**145,000**				**10,000**			**10,000**	**155,000**
REVENUE SOURCES:											
FACILITIES CAPITAL FUND		100,000	145,000				10,000			10,000	155,000
TOTAL PROJECT REVENUES		**100,000**	**145,000**				**10,000**			**10,000**	**155,000**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
CONSTRUCTION			Q3				Q3				

PARKS RESTROOMS LONG-TERM MAINTENANCE



Project Description:

Facilities Maintenance implemented a work order system in 2015. The data collected will help staff to identify the high priority projects for the standalone park restrooms. This project will implement the highest priority major maintenance projects needed to keep the restrooms operational. One project change may be to replace doors with doors that are more vandal-proof.

Service Impact:

This project will preserve the City's investment in the standalone park restrooms and there will be a reduction of the number of days the park restrooms are closed due to systems maintenance issues or vandalism.

Changes from the 2015-2020 CIP: This project increases the park restroom long-term maintenance by $30,000.

PARKS RESTROOMS LONG-TERM MAINTENANCE											
ORGKEY: 312332 J.L.# MA268900											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION											
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION									30,000	30,000	30,000
TOTAL PROJECT EXPENDITURES									**30,000**	**30,000**	**30,000**
REVENUE SOURCES:											
FACILITIES CAPITAL FUND									30,000	30,000	30,000
TOTAL PROJECT REVENUES									**30,000**	**30,000**	**30,000**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										

SHORELINE POOL LONG-TERM MAINTENANCE

Project Description:

This project includes completing major long-term maintenance needs at the Shoreline Pool that are required to keep the facility safe and in proper operating condition. An assessment study, completed in May 2014, provided a complete report of the pool's condition and identified recommended repairs for two scenarios:

1. Work required to keep the pool operational until the year 2022.
2. Work required to keep the pool operational until the year 2035.

The scope of work for this Capital Improvement Project addresses scenario No. 1; repairs required to keep the pool operational until the year 2022. In addition, $20,000 per year is budgeted for ongoing, annual pool facility repairs.

Service Impact:

This project will preserve the City's investment in the pool facility and allow the facility to continue to be open and available to serve the needs of Shoreline's citizens.

Changes from the 2015-2020 CIP: The total project cost has increased from $846,722 to $1,319,745. The current CIP did not include any future projects pending the completion of the pool needs assessment. The proposed 2016 – 2021 CIP now reflects required maintenance projects that can be accomplished within the available funding level.

SHORELINE POOL LONG-TERM MAINTENANCE											
ORGKEY: 3121180 J.L.# MULTIPLE											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION				135,000						135,000	135,000
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION	261,220	158,525	208,525	615,000	20,000	20,000	20,000	20,000	20,000	715,000	1,184,745
TOTAL PROJECT EXPENDITURES	**261,220**	**158,525**	**208,525**	**750,000**	**20,000**	**20,000**	**20,000**	**20,000**	**20,000**	**850,000**	**1,319,745**
REVENUE SOURCES:											
SHORELINE SCHOOL DISTRICT			50,000								50,000
GENERAL FUND CONTRIBUTION				600,000						600,000	600,000
FACILITIES CAPITAL FUND	261,220	158,525	158,525	150,000	20,000	20,000	20,000	20,000	20,000	250,000	669,745
TOTAL PROJECT REVENUES	**261,220**	**158,525**	**208,525**	**750,000**	**20,000**	**20,000**	**20,000**	**20,000**	**20,000**	**850,000**	**1,319,745**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
CONSTRUCTION			Q1 Q2 Q4	Q1 Q2	Q1 Q2	Q1 Q2	Q1 Q2	Q1 Q2			

RICHMOND HIGHLANDS COMMUNITY CENTER LONG-TERM MAINTENANCE

Project Description:

The Recreation Center is in need of larger repairs and system replacements in order to properly maintain the building. The building exterior was planned to be painted in 2015 an inspection made will delay this until 2018. The basketball court is in need of refinishing in 2016, a full replacement in 2018 and refinishing in 2020.

2016: $2,000 Refinishing gym floors.
2017: $15,000 HVAC system repairs.
2018: $80,000 Exterior painting and full replacement of wood gym floors.
2020: $2,000 Refinishing gym floors.

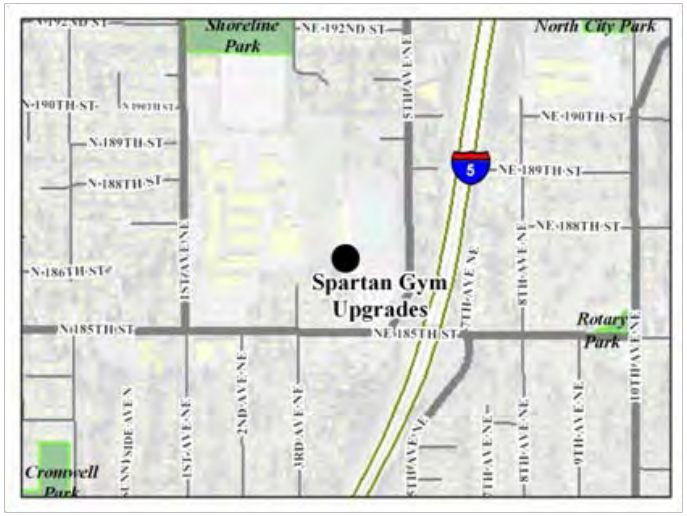
Service Impact:

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.

Changes from the 2015-2020 CIP: Project cost estimates increased from $330,675 to $344,675.

RICHMOND HIGHLANDS COMMUNITY CENTER LONG-TERM MAINTENANCE											
ORGKEY: 3121120 J.L.# MULTIPLE											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION											
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION	246,675	35,000		2,000	15,000	80,000		2,000		99,000	345,675
TOTAL PROJECT EXPENDITURES	**246,675**	**35,000**		**2,000**	**15,000**	**80,000**		**2,000**		**99,000**	**345,675**
REVENUE SOURCES:											
FACILITIES CAPITAL FUND	246,675	35,000		2,000	15,000	80,000		2,000		99,000	345,675
TOTAL PROJECT REVENUES	**246,675**	**35,000**		**2,000**	**15,000**	**80,000**		**2,000**		**99,000**	**345,675**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										

SPARTAN RECREATION CENTER



Project Description:

Parking lot security conditions improvements have been suggested by both the Police Department to deter criminal activity, and to provide safety for the staff and the patrons of the facility. The carpet is currently stained and worn and needs to be replaced. The kitchen will require an update to better serve the community.

2016: $6,500 Refinish gym and other wood floors and upgrade interior finishes.
2017: $19,000 Upgrade interior finishes, such as replacement of appliances and kitchen cabinets in recreation facilities.
2018: $9,000 Sand and recoat gym and other wood floors.
2020: $4,500 Refinish gym and other wood floors.

Service Impact:

The security of our citizens and facility is of the highest priority to the City, and the parking lot improvements can remedy a majority of the safety concerns. Part of this project will improve the interior of the building by removing the worn carpet in the hallways. The kitchen upgrades will be replacing 10 year old equipment with energy efficient units.

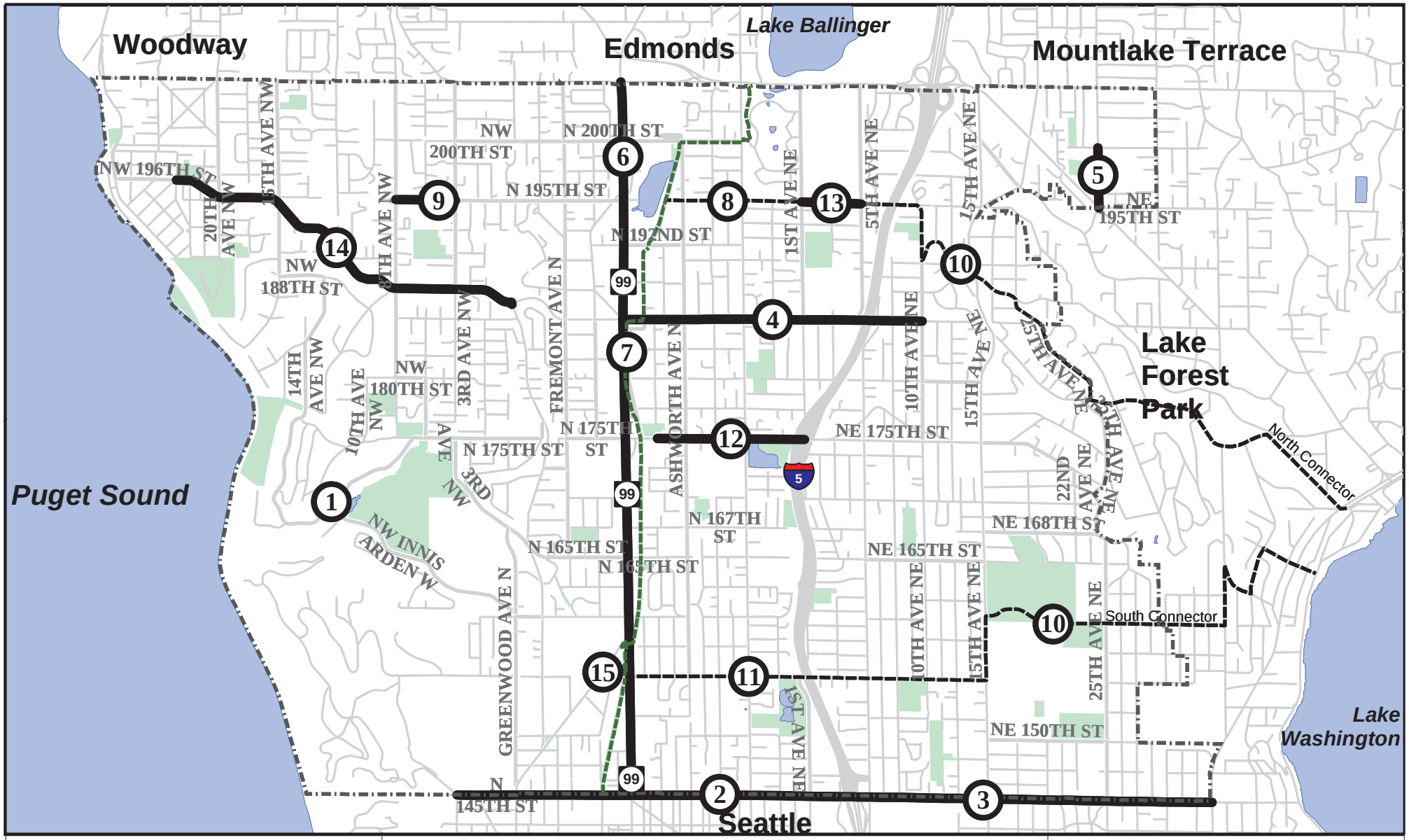
Changes from the 2015-2020 CIP: Project costs were reduced from $68,802 to $51,110.

SPARTAN RECREATION CENTER ORGKEY: 3121297 J.L.# MULTIPLE PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION											
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION	12,110			6,500	19,000	9,000		4,500		39,000	51,110
TOTAL PROJECT EXPENDITURES	**12,110**			**6,500**	**19,000**	**9,000**		**4,500**		**39,000**	**51,110**
REVENUE SOURCES:											
FACILITIES CAPITAL FUND	12,110			6,500	19,000	9,000		4,500		39,000	51,110
TOTAL PROJECT REVENUES	**12,110**			**6,500**	**19,000**	**9,000**		**4,500**		**39,000**	**51,110**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										

This page intentionally left blank.

ROADS CAPITAL

ROADS CAPITAL FUND SUMMARY



City of Shoreline
2016-2021 Roads Capital Improvement Plan

Date: 9/25/2015

Interurban Trail
Connector Trail
Park

1. 10th Ave NW Bridge
2. 145th St Corridor Improvements
3. 145th St Corridor Study
4. 185th St Corridor Study
5. 25th Ave NE 195th to 200th Sidewalks
6. Aurora Ave N 192nd to 205th
7. Aurora Ave N 145th to 192nd Safety Improvements
8. Echo Lake Safe Routes to School
9. Einstein Safe Routes to School
10. Interurban Trail Burke Gilman Connectors (2 Routes)
11. Meridian Ave N & N 155th St Signal Improvements
12. N 175th St - Stone Ave N to I5
13. NE 195th Separated Trail
14. Richmond Beach Rechannelization
15. Westminster and 155th Improvements

CITYWIDE IMPROVEMENTS

- Annual Road Surface Maintenance Program
- Bike System Implementation
- Curb Ramp, Gutter, & Sidewalk Program
- Radar Speed Signs
- Traffic Safety Improvements
- Traffic Signal Rehabilitation
- Transportation Master Plan Update

City of Shoreline 2016 - 2021 Capital Improvement Plan
Program Summary
Roads Capital Fund

	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES											
REPAIR AND REPLACEMENT											
Pedestrian / Non-Motorized Projects											
BIKE SYSTEM IMPLEMENTATION	-	10,000	10,000	632,725	-	-	-	-	-	632,725	642,725
TRAFFIC SAFETY IMPROVEMENTS	1,479,298	132,500	132,500	155,125	157,881	160,775	163,814	167,005	167,005	971,605	2,583,403
System Preservation Projects											
ANNUAL ROAD SURFACE MAINTENANCE PROGRAM	11,466,852	1,806,546	1,812,687	2,214,984	1,000,000	1,100,000	1,200,000	1,200,000	1,200,000	7,914,984	21,194,523
CURB RAMP, GUTTER AND SIDEWALK MAINTENANCE PROGRAM	2,090,994	259,506	259,506	152,517	200,000	200,000	200,000	200,000	200,000	1,152,517	3,503,017
TRAFFIC SIGNAL REHABILITATION PROGRAM	1,360,322	105,000	105,000	110,250	115,763	121,551	127,628	134,010	134,010	743,212	2,208,534
10TH AVENUE NW BRIDGE	81,876	466,210	100,184	370,000	-	-	-	-	-	370,000	552,060
CAPACITY CONSTRUCTION											
Pedestrian / Non-Motorized Projects											
25TH AVE. NE SIDEWALKS	-	-	-	60,000	510,000	25,000	-	-	-	595,000	595,000
ECHO LAKE SAFE ROUTES TO SCHOOL	-	34,500	34,500	483,000	12,500	-	-	-	-	495,500	530,000
EINSTEIN SAFE ROUTE TO SCHOOL	112,667	575,798	593,390	4,566	-	-	-	-	-	4,566	710,623
INTERURBAN TRAIL/BURKE-GILMAN CONNECTORS	78,792	465,707	79,708	386,000	-	-	-	-	-	386,000	544,500
Safety / Operations Projects											
145TH CORRIDOR STUDY	12,444	583,555	454,672	128,884	-	-	-	-	-	128,884	596,000
145TH CORRIDOR DESIGN AND ENVIRONMENTAL REVIEW - AURORA TO I-5	-	-	-	2,447,977	2,447,977	-	-	-	-	4,895,954	4,895,954
185TH CORRIDOR STUDY	-	-	-	600,000	-	-	-	-	-	600,000	600,000
AURORA AVENUE NORTH 192ND - 205TH	24,916,405	18,266,303	17,750,547	1,537,152	26,324	-	-	-	-	1,563,476	44,230,428
MERIDIAN AVE N & N 155TH ST SIGNAL IMPROV	-	-	-	58,929	300,000	-	-	-	-	358,929	358,929
N 175TH ST - STONE AVE N TO I5	-	-	-	2,665,000	1,435,000	-	-	-	-	4,100,000	4,100,000
RADAR SPEED SIGNS	-	-	-	120,456	-	-	-	-	-	120,456	120,456
RICHMOND BEACH RE-CHANNELIZATION	-	-	-	-	200,000	-	-	-	-	200,000	200,000
WESTMINSTER AND 155TH IMPROVEMENTS	-	-	-	250,000	200,000	-	-	-	-	450,000	450,000
PROJECTS TO BE COMPLETED IN CURRENT YEAR (2015)											
AURORA AVENUE NORTH-145TH TO 192ND SAFETY IMPROVEMENTS	364,609	72,509	72,509	-	-	-	-	-	-	-	437,118
NE 195TH SEPARATED TRAIL	142,803	548,831	513,743	-	-	-	-	-	-	-	656,546
NON-PROJECT SPECIFIC											
ROADS CAPITAL ENGINEERING	1,724,292	266,959	235,000	215,805	235,000	255,000	265,000	280,000	295,000	1,545,805	3,505,097
TRANSPORTATION MASTER PLAN UPDATE	-	-	-	100,000	200,000	-	-	-	-	300,000	300,000
COST ALLOCATION CHARGES		56,365	56,365	64,767	50,000	50,000	50,000	50,000	50,000	314,767	371,132
TOTAL EXPENDITURES	43,831,354	23,650,289	22,210,311	12,758,137	7,090,445	1,912,326	2,006,442	2,031,015	2,046,015	27,844,380	93,886,045
REVENUES											
REAL ESTATE EXCISE TAX		922,504	1,204,174	1,038,146	1,056,334	1,088,772	1,161,160	1,235,930	1,303,238	6,883,580	
GENERAL FUND SUPPORT		779,366	779,366	454,179	654,179	254,179	254,179	254,179	254,179	2,125,074	
INVESTMENT INTEREST		14,431	2,291	37,415	34,277	86	6,623	12,684	20,489	111,574	
GENERAL FUND CONTRIBUTION		500,000	500,000	850,000	50,000	-	-	-	-	900,000	
RESIDENTIAL PARKING ZONE PERMIT		-	53	-	-	-	-	-	-	-	
CMAQ		4,132,836	4,132,836	374,147	2,191	-	-	-	-	376,338	
DEPARTMENT OF ECOLOGY STORMWATER RETROFIT GRANT		534,170	534,170	-	-	-	-	-	-	-	
FEDERAL - STP		629,670	654,670	5,929,332	3,358,775	-	-	-	-	9,288,107	
FTA - RAPID RIDE		2,328,604	2,328,604	-	-	-	-	-	-	-	
FUTURE FUNDING		-	-	-	-	-	-	-	-	-	
HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP)		2,225,371	2,225,371	178,442	293,456	-	-	-	-	471,898	
KING COUNTY METRO		-	-	172,860	-	-	-	-	-	172,860	
REGIONAL MOBILITY		374,355	374,355	-	-	-	-	-	-	-	
SAFE ROUTES TO SCHOOL		363,409	365,571	474,000	12,500	-	-	-	-	486,500	
TRANSPORTATION IMPROVEMENT BOARD		4,576,730	4,576,730	36,908	2,074	-	-	-	-	38,982	
TRANSPORTATION BENEFIT DISTRICT		793,800	799,941	1,031,824	780,000	780,000	780,000	780,000	780,000	4,931,824	
UTILITY REIMBURSEMENTS		2,712,463	2,712,463	-	-	-	-	-	-	-	
TRANSPORTATION IMPACT FEES		-	-	359,775	193,725	-	-	-	-	553,500	
WSDOT - PEDESTRIAN & BICYCLE SAFETY PROGRAM		563,000	75,406	386,000	-	-	-	-	-	386,000	
TOTAL REVENUES		21,450,709	21,266,001	11,323,028	6,437,511	2,123,037	2,201,962	2,282,793	2,357,906	26,726,237	
BEGINNING FUND BALANCE			3,937,477	2,993,167	1,558,058	2,925	213,636	409,156	660,934	2,993,167	
TOTAL REVENUES			21,266,001	11,323,028	6,437,511	2,123,037	2,201,962	2,282,793	2,357,906	26,726,237	
TOTAL EXPENDITURES			22,210,311	12,758,137	7,090,445	1,912,326	2,006,442	2,031,015	2,046,015	27,844,380	
RESTRICTED AMOUNT FOR GRANT MATCHING			-	-	902,199	-	-	-	-	902,199	
ENDING FUND BALANCE	**3,937,477**		**2,993,167**	**1,558,058**	**2,925**	**213,636**	**409,156**	**660,934**	**972,825**	**972,825**	
IMPACT ON OPERATING BUDGET			-	-	75,270	119,351	119,474	119,519	119,519		

ROADS CAPITAL FUND SUMMARY

Types of Projects

In the Roads Capital Fund projects are categorized as Repair & Replacement or Capacity Construction. Within those two categories they are further categorized as Pedestrian/Non-Motorized Projects, System Preservation Projects, and Safety/Operations Projects. Funding for these projects is primarily a result of monies from real estate excise tax (REET), one-time General Fund revenues, municipal financing, and grants.

2016-2021 CIP Summary

The 2016-2021 Roads Capital CIP totals $27.844 million. There are 19 funded projects during this period.

Project	2016 Estimate	2017 Estimate	2018 Estimate	2019 Estimate	2020 Estimate	2021 Estimate	Total 2016 - 2021
Expenditures							
Pedestrian / Non-Motorized Projects	$1,721,416	$680,381	$185,775	$163,814	$167,005	$167,005	$3,085,396
System Preservation Projects	$2,847,751	$1,315,763	$1,421,551	$1,527,628	$1,534,010	$1,534,010	$10,180,713
Safety / Operations Projects	$7,808,398	$4,609,301	$0	$0	$0	$0	$12,417,699
Non-Project Specific	$380,572	$485,000	$305,000	$315,000	$330,000	$345,000	$2,160,572
Total Expenditures by Year	**$12,758,137**	**$7,090,445**	**$1,912,326**	**$2,006,442**	**$2,031,015**	**$2,046,015**	**$27,844,380**
Revenues by Year	**$11,323,028**	**$6,437,511**	**$2,123,037**	**$2,201,962**	**$2,282,793**	**$2,357,906**	**$26,726,237**
Beginning Fund Balance	**$2,993,167**	**$1,558,058**	**$2,925**	**$213,636**	**$409,156**	**$660,934**	**$2,993,167**
Total Revenues	**$11,323,028**	**$6,437,511**	**$2,123,037**	**$2,201,962**	**$2,282,793**	**$2,357,906**	**$26,726,237**
Amount Restricted for Grant Matching	**$0**	**$902,199**	**$0**	**$0**	**$0**	**$0**	**$902,199**
Total Expenditures	**$12,758,137**	**$7,090,445**	**$1,912,326**	**$2,006,442**	**$2,031,015**	**$2,046,015**	**$27,844,380**
Ending Fund Balance	**$1,558,058**	**$2,925**	**$213,636**	**$409,156**	**$660,934**	**$972,825**	**$972,825**
Impact on Operating Budget	**$0**	**$75,270**	**$119,351**	**$119,474**	**$119,519**	**$119,519**	

Policy Issues

Master Plan: This capital improvement plan includes transportation projects included in the Transportation Master Plan.

General Fund Contribution: One of the primary funding resources for the transportation capital projects has been an allocation of General Fund revenues. The level of General Fund contribution has been determined by allocating the amount of gambling tax revenue from card room activities in excess of the 7% of the tax rate for transportation capital purposes. In the 2012-2017 CIP the General Fund gambling tax contribution was reduced by the cost of the Transportation Planning Program move to the City's operating budget. In 2014, the Traffic Services program reallocated a portion of the FTE count to the City's operating budget and the General Fund contribution to the Roads Capital Fund was again reduced. In 2016, the Traffic Services program reallocated a portion of the FTE county to the Roads Capital Fund and the General Fund contribution to the Roads Capital Fund was increased accordingly. In the proposed CIP the 2016 contribution is $101,662. Addition one-time contributions of $200,000 in 2016 and $400,000 in 2017 have been included to be used for grant matching purposes.

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.

Underfunded and Unfunded Projects: The following table reflects all the projects that are either underfunded or unfunded and awaiting future funding.

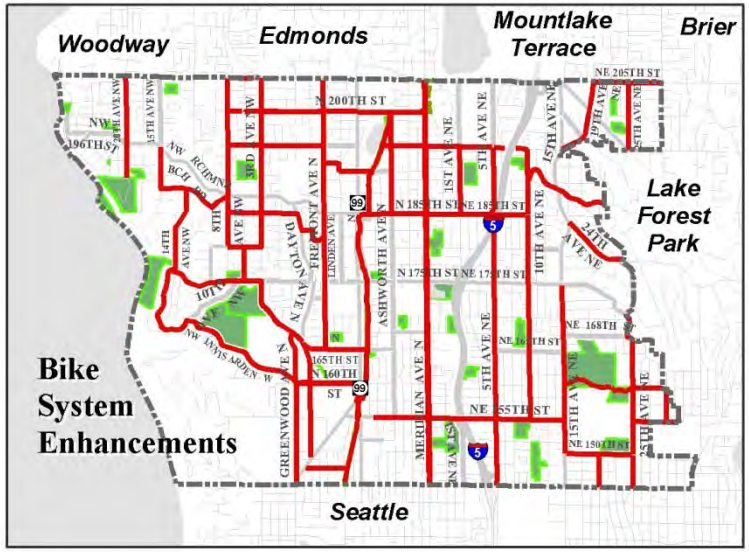
PROJECT TITLE	PROJECT DESCRIPTION	ESTIMATED LOW	ESTIMATED HIGH
UNDERFUNDED			
Annual Road Surface Maintenance	The road surface maintenance program maintains the City's roadways through asphalt overlays and surface seals. Currently, there is not adequate funding to maintain the desired pavement condition.	$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

PROJECT TITLE	PROJECT DESCRIPTION	ESTIMATED LOW	ESTIMATED HIGH
UNFUNDED			
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	$2,500,000
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

Roads Capital Fund

Projects

BIKE SYSTEM IMPLEMENTATION



Project Description:

This project will implement the majority of the City of Shoreline's adopted Bicycle System Plan and Wayfinding Program. The City's Bicycle System Plan includes a combination of bicycle lanes, sharrows and route signage. The City's wayfinding program identifies the type and location of bicycle and pedestrian oriented wayfinding signs throughout the City to help guide non-motorized travelers to destinations throughout Shoreline and in neighboring jurisdictions. Implementation will include the design of facilities, minor roadway repair such as pothole filling (where needed), procurement of materials, construction and project management.

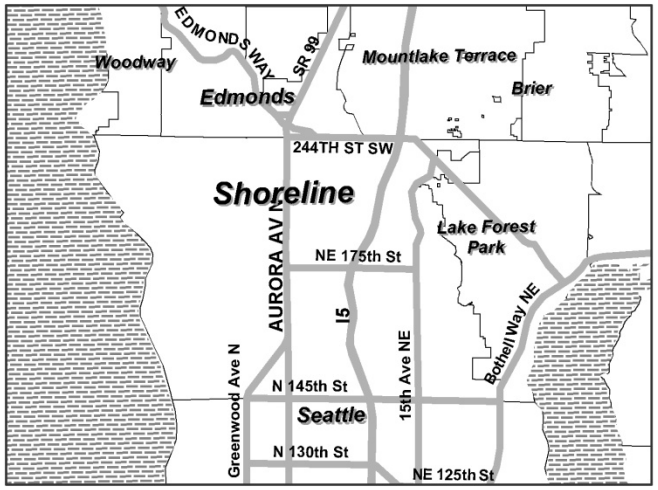
Service Impact:

Improve access and safety for cyclists to educational, recreational and commercial destinations throughout the City.

Changes from the 2015-2020 CIP: No changes.

BIKE SYSTEM IMPLEMENTATION											
ORGKEY: 2914323 J.L.# ST266743											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION		10,000	10,000	47,000						47,000	57,000
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION				585,725						585,725	585,725
TOTAL PROJECT EXPENDITURES		**10,000**	**10,000**	**632,725**						**632,725**	**642,725**
REVENUE SOURCES:											
FEDERAL - STP		8,650	8,650	547,307						547,307	555,957
ROADS CAPITAL FUND		1,350	1,350	85,418						85,418	86,768
TOTAL PROJECT REVENUES		**10,000**	**10,000**	**632,725**						**632,725**	**642,725**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**			5,857						5,857	
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION			Q4	Q1 Q2 Q3 Q4							
CONSTRUCTION			Q4	Q1 Q2 Q3 Q4							

TRAFFIC SAFETY IMPROVEMENTS



Project Description:

The primary purpose of this program is to investigate traffic and pedestrian safety concerns, evaluate possible alternatives, and implement spot improvement projects to improve safety and enhance the livability of neighborhoods. The program works closely with neighborhoods as part of the Neighborhood Traffic Safety Program. Projects that will be completed in 2015-16 include but are not limited to flashing school zone beacons and speed cushion trials on 12th Ave NW near Syre Elementary, traffic calming lane markings on Ridgefield Rd NW west of Innis Arden Dr NW, and flashing yellow signal operation at N 160th St and Aurora Ave N to improve pedestrian safety.

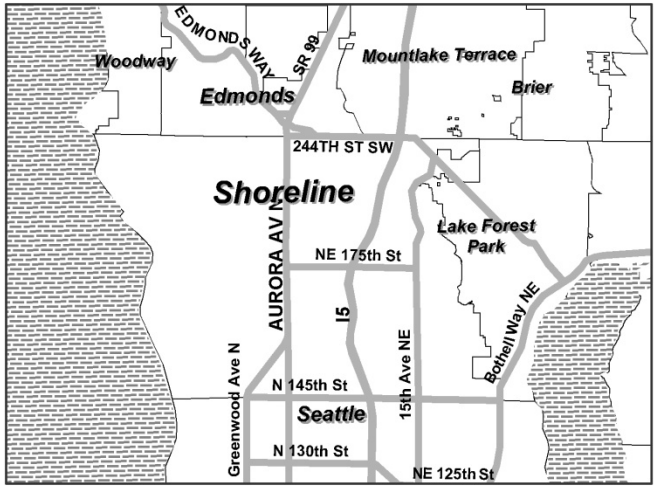
Service Impact:

Provide the ability to mobilize and address unplanned small projects, make enhancements along principal, minor and collector arterials, and local streets, and manage traffic issues on local streets through coordination and education, as well as minor capital projects that can include speed humps, traffic circles, signing, and channelization.

Changes from 2015-2020 CIP: Includes the addition of funding for projects in 2021.

TRAFFIC SAFETY IMPROVEMENTS											
ORGKEY: 2914179 J.L.# ST108500											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	810,902	52,500	52,500	55,125	57,881	60,775	63,814	67,005	67,005	371,605	1,235,007
2-REAL ESTATE ACQUISITION	3,163										3,163
3-CONSTRUCTION	665,233	80,000	80,000	100,000	100,000	100,000	100,000	100,000	100,000	600,000	1,345,233
TOTAL PROJECT EXPENDITURES	**1,479,298**	**132,500**	**132,500**	**155,125**	**157,881**	**160,775**	**163,814**	**167,005**	**167,005**	**971,605**	**2,583,403**
REVENUE SOURCES:											
RESIDENTIAL PARKING ZONE PERMIT	490		53								543
ROADS CAPITAL FUND	1,478,808	132,500	132,447	155,125	157,881	160,775	163,814	167,005	167,005	971,605	2,582,860
TOTAL PROJECT REVENUES	**1,479,298**	**132,500**	**132,500**	**155,125**	**157,881**	**160,775**	**163,814**	**167,005**	**167,005**	**971,605**	**2,583,403**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
IMPACT ON OPERATING BUDGET		**2015CB**	**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
LANDSCAPING					283	283	283	283	283		
OTHER					227	227	227	227	227		
TOTAL IMPACT ON OPERATING BUDGET					**510**	**510**	**510**	**510**	**510**		
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION			Q1 Q2	Q1 Q2	Q1 Q2	Q1 Q2	Q1 Q2	Q1 Q2	Q1 Q2		
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).

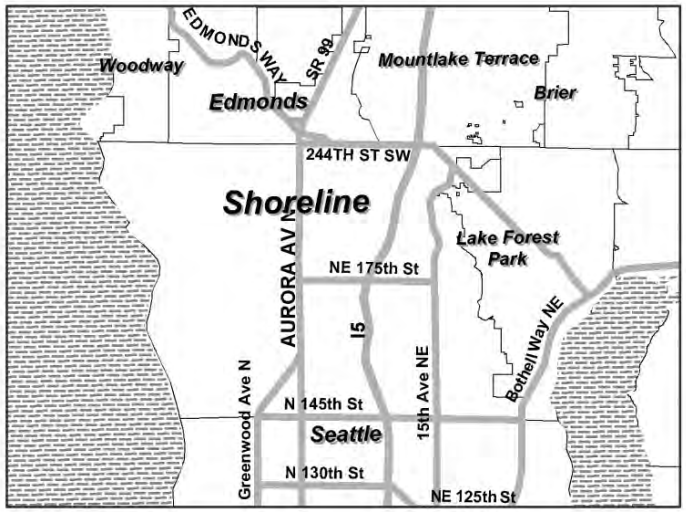
Service Impact:

BST applications typically extend the useful life of streets by 10 to 12 years, increase skid resistance and improve ride quality. Asphalt overlays provide generally the same benefits as BST application but also return the street to full structural capacity which can extend the service life of the road 15 to 20 years.

Changes from 2015-2020 CIP: The new cost estimate includes the addition of funding for projects in 2021.

ANNUAL ROAD SURFACE MAINTENANCE PROGRAM											
ORGKEY: 2918151 J.L.# ST107400											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	1,700,448	192,660	192,660	100,000	100,000	110,000	120,000	120,000	120,000	670,000	2,563,108
2-REAL ESTATE ACQUISITION	811										811
3-CONSTRUCTION	9,765,593	1,613,886	1,620,027	2,114,984	900,000	990,000	1,080,000	1,080,000	1,080,000	7,244,984	18,630,604
TOTAL PROJECT EXPENDITURES	**11,466,852**	**1,806,546**	**1,812,687**	**2,214,984**	**1,000,000**	**1,100,000**	**1,200,000**	**1,200,000**	**1,200,000**	**7,914,984**	**21,194,523**
REVENUE SOURCES:											
GENERAL FUND CONTRIBUTION	2,239,888	500,000	500,000								2,739,888
TRANSPORTATION BENEFIT DISTRICT	1,483,246	793,800	799,941	1,031,824	780,000	780,000	780,000	780,000	780,000	4,931,824	7,215,011
FEDERAL - STP			25,000	959,300						959,300	984,300
ROADS CAPITAL FUND	7,743,718	512,746	487,746	223,860	220,000	320,000	420,000	420,000	420,000	2,023,860	10,255,324
TOTAL PROJECT REVENUES	**11,466,852**	**1,806,546**	**1,812,687**	**2,214,984**	**1,000,000**	**1,100,000**	**1,200,000**	**1,200,000**	**1,200,000**	**7,914,984**	**21,194,523**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**	16,139	16,200	21,150	9,000	9,900	10,800	10,800	10,800	59,992	
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4		
CONSTRUCTION			Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4		

CURB RAMP, GUTTER AND SIDEWALK MAINTENANCE PROGRAM



Project Description:

The ongoing Curb Ramp, Gutter and Sidewalk Program includes:

- Repairing and replacing existing cement concrete gutters and sidewalks damaged by tree roots, cracking or settlement.
- Design and construction of curb ramps in compliance with the Americans with Disabilities Act (ADA) standards.

Service Impact:

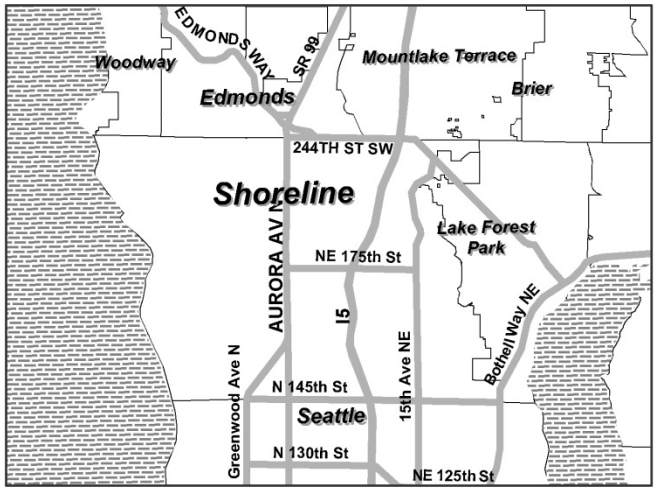
This project addresses locations throughout the City where improvements are needed to increase the safety of the users of the City's sidewalk system by:

- Removing barriers and increasing/enhancing accessibility in the community.
- Eliminating damaged sections and completing missing links in the existing system.

Changes from the 2015-2020 CIP: Funding was increased to $200,000 (from $152,000) annually starting in 2017.

CURB RAMP, GUTTER AND SIDEWALK MAINTENANC											
ORGKEY: 2914096 J.L.# ST100600, ST100612											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	500,079	58,393	58,393	38,805	55,000	55,000	55,000	55,000	55,000	313,805	872,277
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION	1,590,914	201,113	201,113	113,712	145,000	145,000	145,000	145,000	145,000	838,712	2,630,739
TOTAL PROJECT EXPENDITURES	**2,090,994**	**259,506**	**259,506**	**152,517**	**200,000**	**200,000**	**200,000**	**200,000**	**200,000**	**1,152,517**	**3,503,017**
REVENUE SOURCES:											
COMMUNITY DEVELOPMENT BLOCK GRANT	960,026										960,026
COMMUNITY DEVELOPMENT BLOCK GRANT - RECOV	100,168										100,168
CONGESTION MITIGATION & AIR QUALITY (CMAQ)	80,440										80,440
IN-LIEU PAYMENT	11,063										11,063
METRO KING COUNTY	6,060										6,060
ROADS CAPITAL FUND - GENERAL FUND CONTRIB.	933,237	259,506	259,506	152,517	200,000	200,000	200,000	200,000	200,000	1,152,517	2,345,260
TOTAL PROJECT REVENUES	**2,090,994**	**259,506**	**259,506**	**152,517**	**200,000**	**200,000**	**200,000**	**200,000**	**200,000**	**1,152,517**	**3,503,017**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**	2,011	2,011	1,137	1,450	1,450	1,450	1,450	1,450	6,529	
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4		
CONSTRUCTION				Q4 Q1 Q2	Q2 Q3	Q2 Q3	Q2 Q3	Q2 Q3	Q2 Q3		

TRAFFIC SIGNAL REHABILITATION PROGRAM



Project Description:

There are currently 46 traffic signals in operation in Shoreline. The typical life span of the electronic hardware is 20 years. This annual program updates and replaces existing traffic signal controllers and related components. This enables implementation of new technology or additional features that improve signal operations including installation of rechargeable battery packs, installation of fire truck pre-emption and transit signal priority. Projects to be completed in 2015-16 include but are not limited to upgrading the controller and intersection components at NW Richmond Beach Rd and 3rd Ave NW so that it can be changed to split phase operation, installation of new Accessible Pedestrian Signals at Richmond Beach Rd and 8th Ave NW, controller upgrades and phase changes at 19th Ave NE and Ballinger Way NE, and detection repair and installation at various intersections throughout the City.

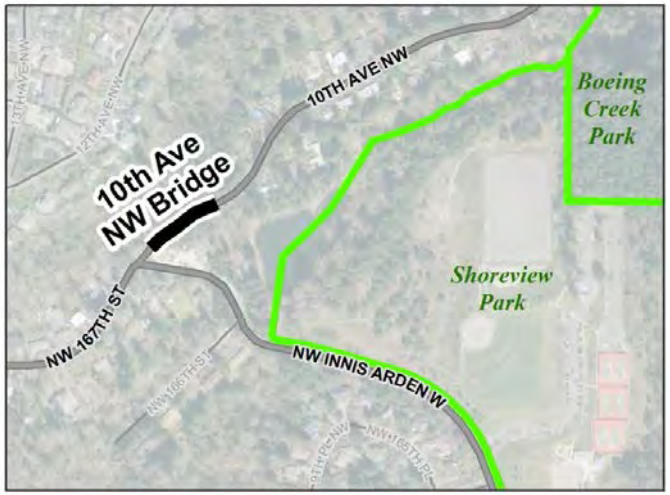
Service Impact:

This program reduces annual maintenance costs of each signal. Improved signal operation reduces driver delay and can also improve the level of service.

Changes from 2015-2020 CIP: Includes the addition of funding for projects in 2021.

TRAFFIC SIGNAL REHABILITATION PROGRAM ORGKEY: 2915228 J.L.# ST111400 PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	323,122	105,000	31,553	33,130	34,787	36,526	38,352	40,270	40,270	223,335	578,010
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION	1,037,200		73,447	77,120	80,976	85,025	89,276	93,740	93,740	519,877	1,630,524
TOTAL PROJECT EXPENDITURES	**1,360,322**	**105,000**	**105,000**	**110,250**	**115,763**	**121,551**	**127,628**	**134,010**	**134,010**	**743,212**	**2,208,534**
REVENUE SOURCES:											
HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP)	350,000										350,000
INSURANCE RESTITUTION	51,453										51,453
ROADS CAPITAL FUND	958,869	105,000	105,000	110,250	115,763	121,551	127,628	134,010	134,010	743,212	1,807,081
TOTAL PROJECT REVENUES	**1,360,322**	**105,000**	**105,000**	**110,250**	**115,763**	**121,551**	**127,628**	**134,010**	**134,010**	**743,212**	**2,208,534**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4		
CONSTRUCTION			Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4		

10TH AVENUE NW (HIDDEN LAKE) BRIDGE REPAIR



Project Description:

Hidden Lake Bridge No. 167 C, located on 10th Ave NW at Innis Arden Way was built in 1931. The bridge is showing signs of deterioration and is in need of rehabilitation. In 2014, the bridge condition was evaluated and it was determined that certain measures could be taken to extend the life of the bridge. This project will be for design and construction of the improvements recommended in the May 2014 Evaluation Report.

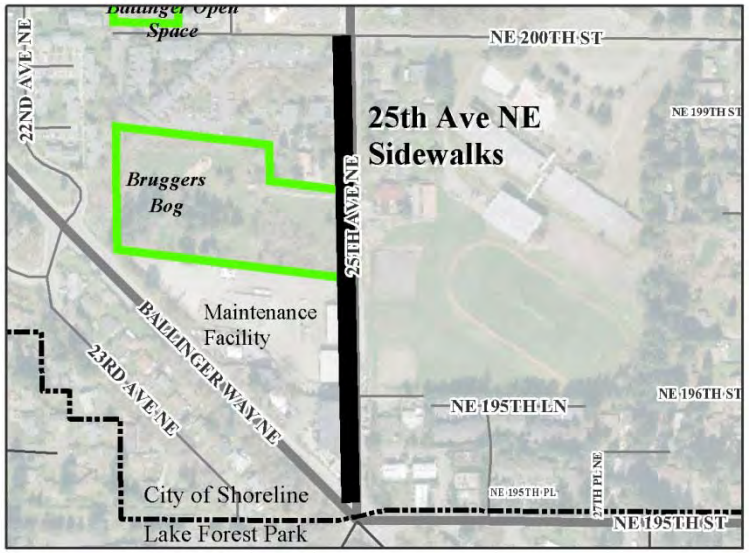
Service Impact:

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.

Changes from the 2015-2020 CIP: The construction of the improvements was moved to 2016.

10TH AVENUE NW BRIDGE											
ORGKEY: 2914301 **J.L.# ST260800**											
PHASE	**PRIOR-YRS**	**2015CB**	**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**6-YEAR TOTAL**	**TOTAL PROJECT**
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	81,876	466,210	100,184	39,000						39,000	221,060
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION				331,000						331,000	331,000
TOTAL PROJECT EXPENDITURES	**81,876**	**466,210**	**100,184**	**370,000**						**370,000**	**552,060**
REVENUE SOURCES:											
ROADS CAPITAL FUND	81,876	466,210	100,184	370,000						370,000	552,060
TOTAL PROJECT REVENUES	**81,876**	**466,210**	**100,184**	**370,000**						**370,000**	**552,060**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**			3,310						3,310	
IMPACT ON OPERATING BUDGET		**2015CB**	**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
LANDSCAPING					1,000	1,000	1,000	1,000	1,000		
TOTAL IMPACT ON OPERATING BUDGET					**1,000**	**1,000**	**1,000**	**1,000**	**1,000**		
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION			Q1								
CONSTRUCTION			Q1								

25TH AVE NE SIDEWALKS



Project Description:

This project will extend sidewalks along the west side of 25th Ave NE from NE 195th Pl to NE 200th St. Sidewalk will be installed in front of the North Maintenance Facility and Brugger's Bog Park. Intermittent on-street parking will also be installed.

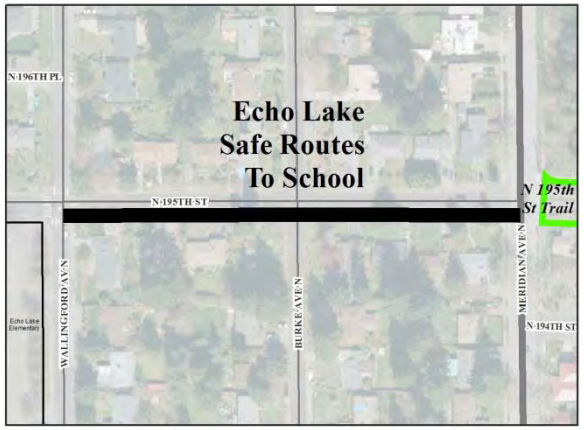
Service Impact:

Improve access and safety for walkers, hikers and cyclists near parks and bus lines.

Changes from the 2015-2020 CIP: No changes.

25TH AVE. NE SIDEWALKS											
ORGKEY: 2914315 J.L.# ST263300											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION				60,000	87,000	5,000				152,000	152,000
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION					423,000	20,000				443,000	443,000
TOTAL PROJECT EXPENDITURES				**60,000**	**510,000**	**25,000**				**595,000**	**595,000**
REVENUE SOURCES:											
ROADS CAPITAL FUND				60,000	510,000	25,000				595,000	595,000
TOTAL PROJECT REVENUES				**60,000**	**510,000**	**25,000**				**595,000**	**595,000**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**				4,230	200					
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION				Q1 Q2							
CONSTRUCTION				Q1 Q2							

ECHO LAKE SAFE ROUTES TO SCHOOL



Project Description:

This project will construct sidewalks, curb, gutter, ADA compliant curb ramps, and crosswalks on N 195 St between Meridian Ave N and Wallingford Ave N, directly adjacent to Echo Lake Elementary School. The new sidewalk will connect to sidewalk already in place in front of the school eastward to the N 195 St Separated Trail, which connects student walkers and bicyclists to the surrounding neighborhoods.

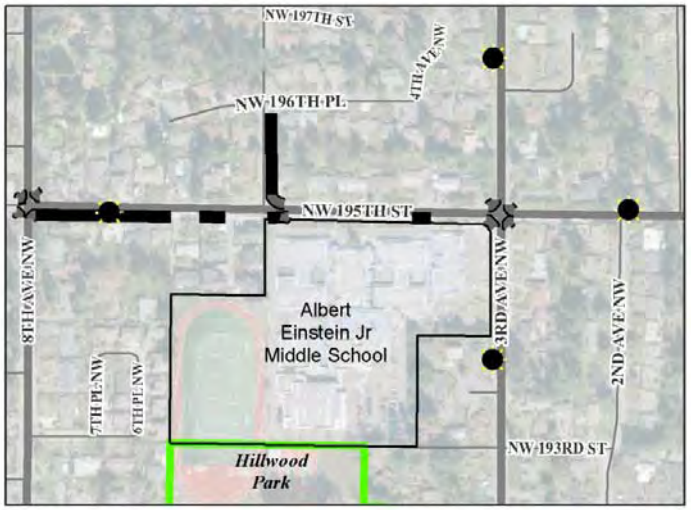
Service Impact:

This project will enhance pedestrian safety near schools, residences and the Interurban-Burke Gilman North Connector.

Changes from the 2015-2020 CIP: A Safe Routes to School Grant of $520,000 was awarded to the City in July 2015.

ECHO LAKE SAFE ROUTES TO SCHOOL											
ORGKEY: 2914326 J.L.# ST267049											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION		34,500	34,500	78,000	2,500					80,500	115,000
2-REAL ESTATE ACQUISITION				5,000						5,000	5,000
3-CONSTRUCTION				400,000	10,000					410,000	410,000
TOTAL PROJECT EXPENDITURES		**34,500**	**34,500**	**483,000**	**12,500**					**495,500**	**530,000**
REVENUE SOURCES:											
SAFE ROUTES TO SCHOOL		33,500	33,500	474,000	12,500					486,500	520,000
ROADS CAPITAL FUND		1,000	1,000	9,000						9,000	10,000
TOTAL PROJECT REVENUES		**34,500**	**34,500**	**483,000**	**12,500**					**495,500**	**530,000**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**			4,000	100					4,000	
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION			Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4						
CONSTRUCTION				Q3 Q4	Q1 Q2 Q3 Q4						

EINSTEIN SAFE ROUTES TO SCHOOL



Project Description:

This project will construct sidewalks on the south side of NW 195th St from 3rd Ave NW to 8th Ave NW, utilizing a state grant. The project will install or replace curb ramps at the intersections with 3rd NW, 5th NW and 8th NW. There is an existing sidewalk adjacent to the school and two additional sections that were constructed as part of private development. Additionally, the project will install four school zone flashing signs on all four legs of the NW 195th St to 3rd Ave NW intersection approaching the school from all four directions and will construct ADA access into the school along NW 195th St and on 3rd Ave NW. This project also includes an education and enforcement component that will be coordinated with the School District and with Shoreline Police.

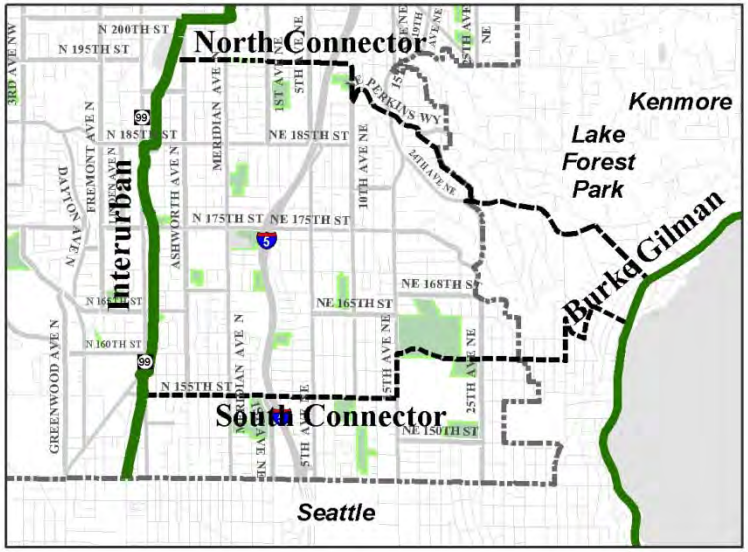
Service Impact:

This project will enhance pedestrian safety near schools, parks and bus lines.

Changes from the 2015-2020 CIP: No changes.

EINSTEIN SAFE ROUTE TO SCHOOL											
ORGKEY: 2914303 J.L.# ST261000											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	112,667	56,900	56,900	2,162						2,162	171,729
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION		518,898	536,490	2,404						2,404	538,894
TOTAL PROJECT EXPENDITURES	**112,667**	**575,798**	**593,390**	**4,566**						**4,566**	**710,623**
REVENUE SOURCES:											
SAFE ROUTES TO SCHOOL	102,929	329,909	332,071								435,000
ROADS CAPITAL FUND	9,738	245,889	261,319	4,566						4,566	275,623
TOTAL PROJECT REVENUES	**112,667**	**575,798**	**593,390**	**4,566**						**4,566**	**710,623**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**	5,189	5,365	24						10,585	
IMPACT ON OPERATING BUDGET		**2015CB**	**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
LANDSCAPING					1,000	1,000	1,000	1,000	1,000		
TOTAL IMPACT ON OPERATING BUDGET					**1,000**	**1,000**	**1,000**	**1,000**	**1,000**		
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4	Q1 Q2							
CONSTRUCTION			Q1 Q2 Q3 Q4	Q1							

INTERURBAN TRAIL / BURKE-GILMAN CONNECTORS



Project Description:

This project provides two routes (north and south) to connect Shoreline's section of the regional Interurban Trail to Lake Forest Park and the Burke-Gilman Trail, utilizing a state grant. Specific work includes: bike lanes and sharrows along the two routes, wayfinding signage indicating connection between the Interurban and Burke Gilman trails, sidewalk improvements along NE 150th St and construction of a multi-purpose trail on unimproved city right-of-way at N 152nd St and Ashworth Ave N to provide a neighborhood connection.

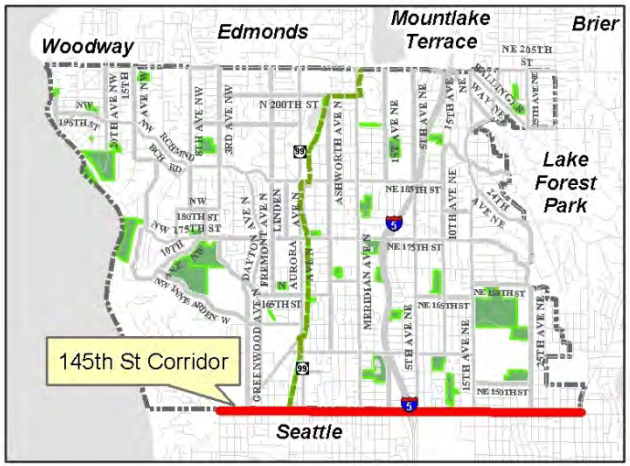
Service Impact:

Improve access and safety for walkers, hikers and cyclists to multi-county and multi-jurisdictional trail system network.

Changes from the 2015-2020 CIP: Construction funding moved to 2016.

INTERURBAN TRAIL/BURKE-GILMAN CONNECTORS											
ORGKEY: 2914313 J.L.# ST263102											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	78,792	15,707	30,208								109,000
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION		450,000	49,500	386,000						386,000	435,500
TOTAL PROJECT EXPENDITURES	**78,792**	**465,707**	**79,708**	**386,000**						**386,000**	**544,500**
REVENUE SOURCES:											
WSDOT - PEDESTRIAN & BICYCLE SAFETY PROGRAM	78,594	465,000	75,406	386,000						386,000	540,000
ROADS CAPITAL FUND	198	707	4,302								4,500
TOTAL PROJECT REVENUES	**78,792**	**465,707**	**79,708**	**386,000**						**386,000**	**544,500**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**	4,500	495	3,860						8,855	
IMPACT ON OPERATING BUDGET		**2015CB**	**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
OTHER					2,000	2,000	2,000	2,000	2,000		
TOTAL IMPACT ON OPERATING BUDGET					**2,000**	**2,000**	**2,000**	**2,000**	**2,000**		
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4	Q1 Q2							
CONSTRUCTION				Q1 Q2							

145TH CORRIDOR STUDY



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.

Changes from the 2015-2020 CIP: No changes.

145TH CORRIDOR STUDY ORGKEY: 2913302 J.L.# ST260900 PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	12,444	583,555	454,672	128,884						128,884	596,000
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES	**12,444**	**583,555**	**454,672**	**128,884**						**128,884**	**596,000**
REVENUE SOURCES:											
FEDERAL - STP	9,980	236,020	236,020								246,000
ROADS CAPITAL FUND	2,464	347,535	218,652	128,884						128,884	350,000
TOTAL PROJECT REVENUES	**12,444**	**583,555**	**454,672**	**128,884**						**128,884**	**596,000**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4								

145TH CORRIDOR DESIGN AND ENVIRONMENTAL REVIEW – AURORA TO I-5

Project Description:

This project will design and conduct environmental review for the reconstruction of 145th between Interstate 5 (I -5) and Aurora (SR 99) and will address current safety and congestion issues as well support growth associated with both the 145th Street Station Subarea Plan and a Sound Transit light rail station. The current design/configuration of the roadway is primarily 4 lanes with no access management devices (no c-curb/jersey barriers, limited curbs). Final design along the corridor will include the following elements: 1)improvements to vehicular capacity, safety and traffic flow, transit speed and reliability, and accessibility to I-5 and the future light rail station; 2) upgrade of the existing substandard, non-ADA compliant walkways and construct new sidewalks for a continuous system along the corridor; 3) installation of continuous illumination and landscaping; 4) bus stop improvements; 5) upgrade the existing storm water management system to improve water quality and provide flow control; and 6) consideration of bicycle needs

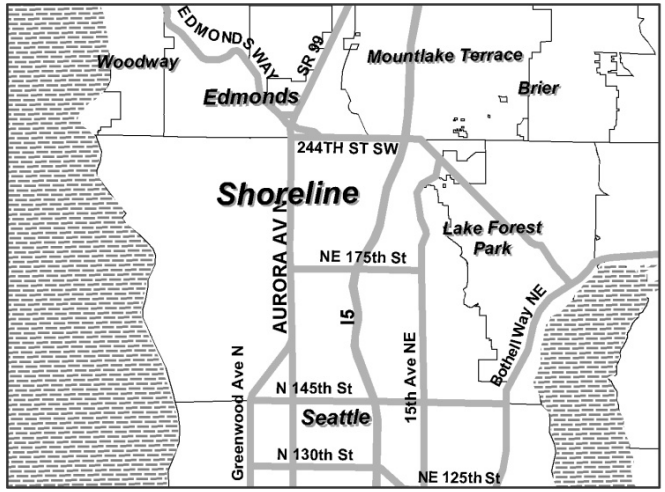
Service Impact:

The project will improve safety and accessibility for all users by reducing modal conflicts, increasing transit use and enhancing active transportation options. The design and engineering for the re-construction of N/NE 145th Street from Aurora Avenue N to I-5 will provide the facilities and technology that improve the speed and reliability of buses, improve sidewalks and lighting, increase vehicular capacity (where needed), intersection and interchange upgrades and bicycle facilities. Once the improvements are in place, pedestrians and bicyclists will have a safe connection from Shoreline's Interurban Train to the Sound Transit light rail station at N/NE 145th Street.

Changes from the 2015-2020 CIP: No changes.

145TH CORRIDOR DESIGN AND ENVIRONMENTAL REVIEW - AURORA TO I-5											
ORGKEY: 2916322	**J.L.# ST266643**										
PHASE	**PRIOR-YRS**	**2015CB**	**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**	**6-YEAR TOTAL**	**TOTAL PROJECT**
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION				2,447,977	2,447,977					4,895,954	4,895,954
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES				**2,447,977**	**2,447,977**					**4,895,954**	**4,895,954**
REVENUE SOURCES:											
FEDERAL - STP				2,117,500	2,117,500					4,235,000	4,235,000
ROADS CAPITAL FUND				330,477	330,477					660,954	660,954
TOTAL PROJECT REVENUES				**2,447,977**	**2,447,977**					**4,895,954**	**4,895,954**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**										
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION				Q2 Q3 Q4	Q1 Q2 Q3 Q4						

185TH CORRIDOR STUDY



Project Description:

This project will study the N/NE 185th Street Corridor between Aurora Ave N and 10th Ave NE to support growth associated with both the 185th Street Station Subarea Plan and a Sound Transit light rail station. The process will include traffic analysis, public involvement, and identification and evaluation of alternatives that support multi modal transportation facilities, right of way needs, cost estimates and a funding plan or strategy for improvements. This project is identified in the 185th Street Station Subarea Plan.

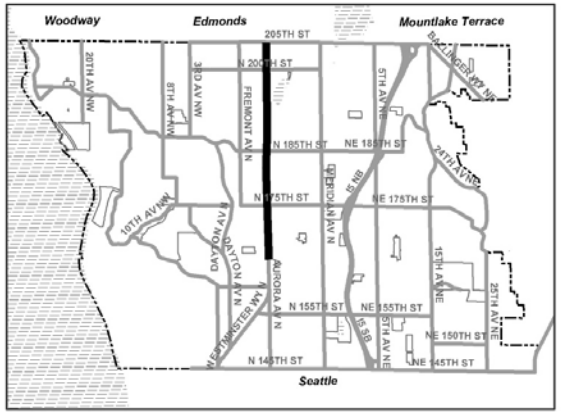
Service Impact:

This project will identify and evaluate the future transportation needs for the 185th Corridor to provide a safe, efficient and effective infrastructure in support of growing and changing needs as a result of the 185th Subarea plan and Sound Transit Light Rail.

Changes from 2015-2020 CIP: New project.

185TH CORRIDOR STUDY												
ORGKEY: 2916337 J.L.# ST269400												
PHASE	PRIOR-YRS	2015CB	2015YTD	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:												
1-PROJECT ADMINISTRATION					600,000						600,000	600,000
2-REAL ESTATE ACQUISITION												
3-CONSTRUCTION												
TOTAL PROJECT EXPENDITURES					**600,000**						**600,000**	**600,000**
REVENUE SOURCES:												
GENERAL FUND CONTRIBUTION					600,000						600,000	600,000
ROADS CAPITAL FUND												
TOTAL PROJECT REVENUES					**600,000**						**600,000**	**600,000**
	ELIGIBLE (Y/N)											
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**											
PROJECT TIME LINE:				**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION					Q2 Q3 Q4							

AURORA CORRIDOR IMPROVEMENT PROJECT (N 165TH Street to N 205TH Street)



Project Description: The project scope of work includes adding Business Access and Transit (BAT) lanes, curbs, gutters, landscaping/street furnishings, sidewalks on both sides. The project adds a landscaped center median safety zone with left turn and U-turn provisions, interconnects traffic signals which also include pedestrian crosswalks, improves transit stops with new shelters and new street lighting, places overhead utility lines underground and improves the existing storm water drainage system. This project has been broken down into three different segments: Aurora Ave. N from N 165th St to N 185th St, Aurora Ave. N from N 185th St to N 192nd St, and Aurora Ave. from N 192nd St to 205th St.

Service Impact: This project will improve the safety and mobility of pedestrians, transit users, people with disabilities, and drivers. The project also supports economic development potential and enhances the livability of adjacent neighborhoods.

Changes from the 2015-2020 CIP: No change.

AURORA AVENUE NORTH 192ND - 205TH											
ORGKEY: 2918161 J.L.# MULTIPLE											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	6,558,806	2,332,087	1,939,208	900,179	7,195					907,374	9,405,388
2-REAL ESTATE ACQUISITION	4,503,452	1,260									4,503,452
3-CONSTRUCTION	13,854,147	15,932,956	14,305,236	391,026						391,026	28,550,409
CONTINGENCY			1,506,103	245,947	19,129					265,076	1,771,179
TOTAL PROJECT EXPENDITURES	**24,916,405**	**18,266,303**	**17,750,547**	**1,537,152**	**26,324**					**1,563,476**	**44,230,428**
REVENUE SOURCES:											
FEDERAL - STP		385,000	385,000								385,000
KING COUNTY METRO	86,430			172,860						172,860	259,290
CMAQ	3,705,539	3,839,282	3,839,282	374,147	2,191					376,338	7,921,159
FEDERAL TRANSIT ADMINISTRATION (FTA)	16,620										16,620
TRANSPORTATION IMPROVEMENT BOARD	3,884,288	4,576,730	4,576,730	36,908	2,074					38,982	8,500,000
UTILITY REIMBURSEMENTS	5,930,166	2,712,463	2,712,463								8,642,629
REGIONAL MOBILITY	5,983,482	374,355	374,355								6,357,837
FTA - RAPID RIDE	2,471,336	2,328,604	2,328,604								4,799,940
DEPARTMENT OF ECOLOGY STORMWATER RETROFIT	247,216	534,170	534,170								781,386
HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP)		2,178,589	2,178,589								2,178,589
RENT FROM CONSTRUCTION PROJECTS	14,401										14,401
ROADS CAPITAL FUND	2,576,927	1,337,110	821,354	953,237	22,059					975,296	4,373,577
TOTAL PROJECT REVENUES	**24,916,405**	**18,266,303**	**17,750,547**	**1,537,152**	**26,324**					**1,563,476**	**44,230,428**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
IMPACT ON OPERATING BUDGET		**2015CB**	**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
LANDSCAPING						44,075	44,122	44,139	44,139		
UTILITIES					8,172	8,172	8,181	8,184	8,184		
OTHER					62,588	62,594	62,661	62,686	62,686		
TOTAL IMPACT ON OPERATING BUDGET					**70,760**	**114,841**	**114,964**	**115,009**	**115,009**		
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2						
CONSTRUCTION			Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4							

MERIDIAN AVE N & N 155TH ST SIGNAL IMPROVEMENTS

Project Description:

This project will revise northbound/southbound signal phasing from permissive to flashing yellow arrow operation to address collisions at the intersection of Meridian Ave N and N 155th St in Shoreline. It will decrease corner radii to lower vehicle turning speeds and reduce pedestrian crossing distance for increased pedestrian safety. This project will also repair and provide vehicle and bicycle detection where needed as well as rebuild intersection sidewalks, curb ramps and pedestrian signal systems for ADA compliance.

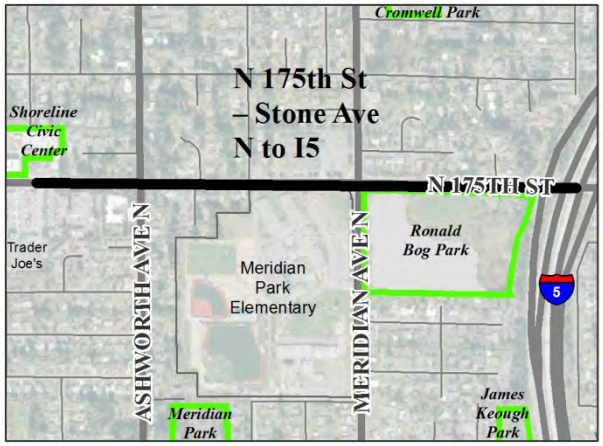
Service Impact:

This project will enhance pedestrian safety and accessibility near schools, parks, bus lines and residences and will improve driver safety at the intersection.

Changes from the 2015-2020 CIP: New project.

MERIDIAN AVE N & N 155TH ST SIGNAL IMPROV											
ORGKEY: 2916338 J.L.# ST269500											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION				58,929	15,000					73,929	73,929
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION					285,000					285,000	285,000
TOTAL PROJECT EXPENDITURES				**58,929**	**300,000**					**358,929**	**358,929**
REVENUE SOURCES:											
HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP)				58,929	293,456					352,385	352,385
ROADS CAPITAL FUND					6,544					6,544	6,544
TOTAL PROJECT REVENUES				**58,929**	**300,000**					**358,929**	**358,929**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**				2,850						
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION				Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4						
CONSTRUCTION					Q1 Q2 Q3 Q4						

N 175TH STREET (STONE WAY TO I-5)



Project Description:

This project will provide mobility and safety improvements to users of the N 175th St corridor. Planned improvements include reconstruction of the existing street to provide two traffic lanes in each direction, a center lane with two-way left turn areas, medians and turn pockets, bicycle lanes (integrated into the sidewalk), curb, gutter, and sidewalk with planter strip where feasible, illumination, landscaping and retaining walls. Intersections with high accident rates will be improved as part of this as well project.

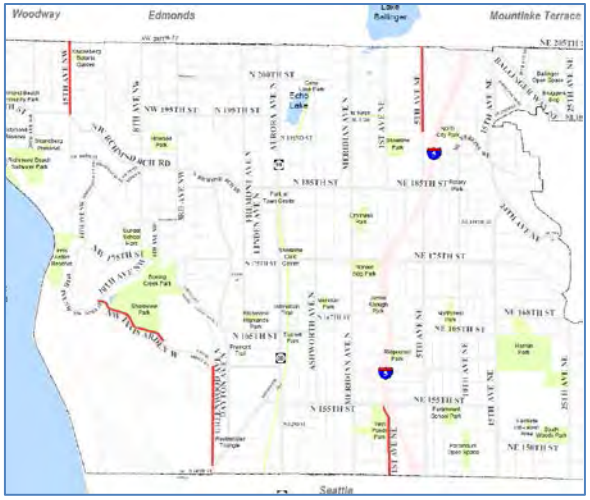
Service Impact:

This project will improve the safety and mobility of pedestrians, people with disabilities, transit users and drivers and provide better access to the school, park and ride lot, park and residents located along the corridor.

Changes from the 2015-2020 CIP: New project.

N 175TH ST - STONE AVE N TO I5											
ORGKEY: 2916339 J.L.# ST269600											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION				2,665,000	1,435,000					4,100,000	4,100,000
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES				**2,665,000**	**1,435,000**					**4,100,000**	**4,100,000**
REVENUE SOURCES:											
FEDERAL - STP				*2,305,225*	*1,241,275*					3,546,500	3,546,500
TRANSPORTATION IMPACT FEES				*359,775*	*193,725*					553,500	553,500
ROADS CAPITAL FUND											
TOTAL PROJECT REVENUES				**2,665,000**	**1,435,000**					**4,100,000**	**4,100,000**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**										
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION				Q2 Q3 Q4	Q1 Q2						

RADAR SPEED SIGN INSTALLATIONS



Project Description:

This project will install radar speed signs on five corridors throughout Shoreline in order to reduce speeding and speed-related collisions. Project corridors were identified through coordination with neighborhoods and validated through collision and speed data review. Locations include: Greenwood Ave N between Westminster Way N and N 160th St (NB/SB), 5th Ave NE between NE 192nd St and NE 205th St (NB/SB), 1st Ave NE between N 145th St and N 155th St (NB/SB), 15th Ave NW between NW Richmond Beach Rd and NW 205th St (NB/SB), and NW Innis Arden Way between Greenwood Ave N and 10th Ave NW (SB).

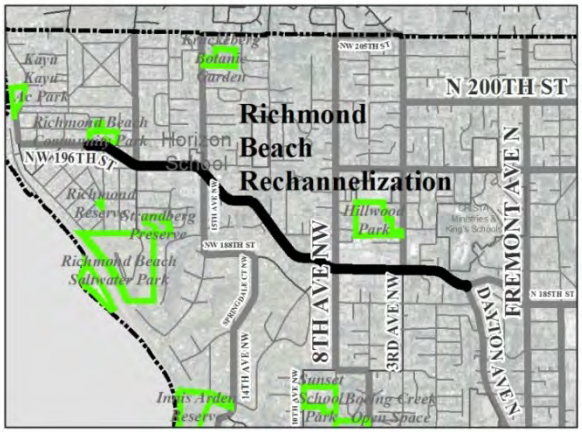
Service Impact:

This project will improve pedestrian, bicyclist and driver safety along multiple corridors in Shoreline.

Changes from 2015-2020 CIP: New project.

RADAR SPEED SIGNS ORGKEY: 2916340 J.L.# ST269700 PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION				25,000						25,000	25,000
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION				95,456						95,456	95,456
TOTAL PROJECT EXPENDITURES				**120,456**						**120,456**	**120,456**
REVENUE SOURCES:											
HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP)				119,513						119,513	119,513
ROADS CAPITAL FUND				943						943	943
TOTAL PROJECT REVENUES				**120,456**						**120,456**	**120,456**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**			955						955	
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION				Q1 Q2 Q3 Q4							
CONSTRUCTION				Q1 Q2 Q3 Q4							

RICHMOND BEACH RD RECHANNELIZATION



Project Description:

This project will re-channelize Richmond Beach Rd/NW 195th St/NW 196th St from 24th Ave NW to Dayton Ave N from four lanes to one lane in each direction plus a center turn lane. The primary goal of this project is to improve driver, pedestrian, and bicyclist safety and mobility. Re-channelization also provides the ability to implement on-street bicycle lanes as well as pedestrian refuge space for pedestrians crossing the street between controlled intersections.

Service Impact:

This project will improve the safety and mobility of pedestrians, drivers, and bicyclists along the corridor. This project also enhances the livability of adjacent neighborhoods.

Changes from 2015-2020 CIP: New project.

RICHMOND BEACH RE-CHANNELIZATION											
ORGKEY: 2916341 J.L.# ST269800											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION					50,000					50,000	50,000
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION					150,000					150,000	150,000
TOTAL PROJECT EXPENDITURES					**200,000**					***200,000***	***200,000***
REVENUE SOURCES:											
ROADS CAPITAL FUND					200,000					200,000	200,000
TOTAL PROJECT REVENUES					**200,000**					**200,000**	**200,000**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**				1,500						

WESTMINSTER WAY N AND N 155TH STREET INTERSECTION IMPROVEMENTS

Project Description:

This project will design improvements for the intersection of Westminster Way N and N 155th St as well as Westminster Way between N 155th St and Aurora Ave N. Improvements are needed in order to provide a safer, realigned intersection for all users and to support redevelopment of the Aurora Square CRA and adjacent properties as large increases in pedestrian activity are anticipated. The redesign must also support vehicle mobility as this is a designated freight route and well used arterial route.

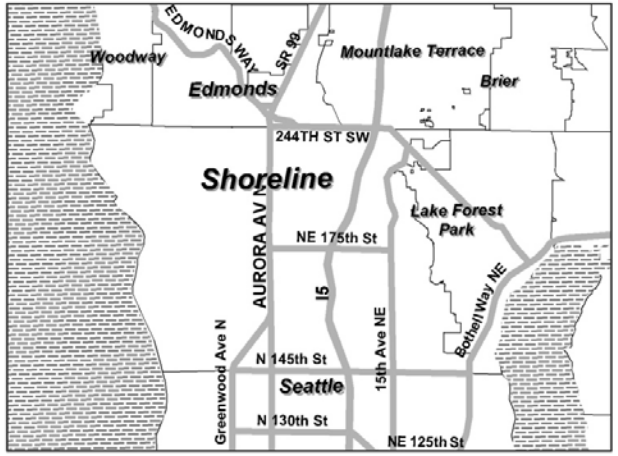
Service Impact

This project will improve the safety and mobility of pedestrians, bicyclists and drivers. This also supports economic development potential and enhances the livability and walkability of adjacent neighborhoods and properties, including the Aurora Square CRA.

Changes from 2015-2020 CIP: New project.

WESTMINSTER AND 155TH IMPROVEMENTS											
ORGKEY: 2916342 J.L.# ST269900											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION				250,000	200,000					450,000	450,000
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES				250,000	200,000					450,000	450,000
REVENUE SOURCES:											
GENERAL FUND CONTRIBUTION				250,000	50,000					300,000	300,000
ROADS CAPITAL FUND					150,000					150,000	150,000
TOTAL PROJECT REVENUES				250,000	200,000					450,000	450,000
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**										

ROADS CAPITAL ENGINEERING



Project Description:

This program will support transportation capital projects and respond to engineering related concerns and problems identified throughout the City.

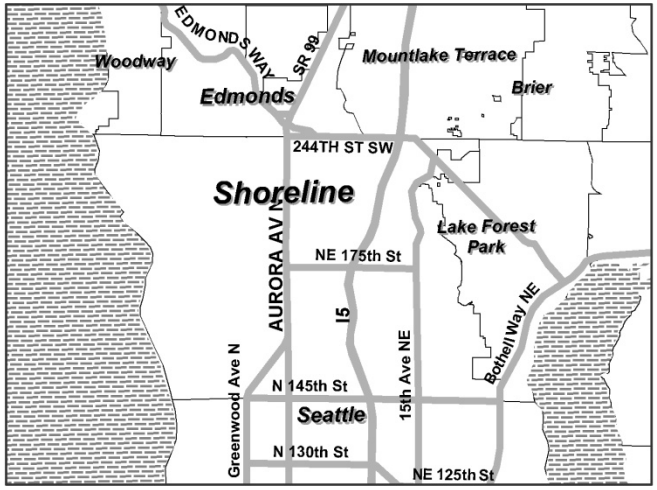
Service Impact:

This project will allow internal and external customers to receive faster service with transportation related operations and engineering services.

Changes from 2015-2020 CIP: The new cost estimate includes the addition of funding for projects in 2021.

ROADS CAPITAL ENGINEERING ORGKEY: 2913063 J.L.# N/A PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	1,724,292	266,959	235,000	215,805	235,000	255,000	265,000	280,000	295,000	1,545,805	3,505,097
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES	**1,724,292**	**266,959**	**235,000**	**215,805**	**235,000**	**255,000**	**265,000**	**280,000**	**295,000**	**1,545,805**	**3,505,097**
REVENUE SOURCES:											
ROADS CAPITAL FUND	1,724,292	266,959	235,000	215,805	235,000	255,000	265,000	280,000	295,000	1,545,805	3,505,097
TOTAL PROJECT REVENUES	**1,724,292**	**266,959**	**235,000**	**215,805**	**235,000**	**255,000**	**265,000**	**280,000**	**295,000**	**1,545,805**	**3,505,097**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**										
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4		

TRANSPORTATION MASTER PLAN UPDATE



Project Description:

This project will review and update of the 2011 Transportation Master Plan. The update will include: updating the transportation model/forecasting system to ensure adequate capacity at intersections; review and update of growth projects utilized for determining Transportation Impact Fees; review and update pedestrian and bicycle system plans including prioritizations; a transit plan for working with Metro, Community Transit and Sound Transit to define and implement a transit system that serves Shoreline residents locally and regionally; review and update the master street and right-of-way plan; review and update all policies in the currently adopted TMP.

Service Impact:

This project will improve development review, project design, and maintenance programs.

Changes from 2015-2020 CIP: New project.

TRANSPORTATION MASTER PLAN UPDATE											
ORGKEY: 2915164 J.L.# ST106100											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION				100,000	200,000					300,000	300,000
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES				**100,000**	**200,000**					**300,000**	**300,000**
REVENUE SOURCES:											
ROADS CAPITAL FUND				100,000	200,000					300,000	300,000
TOTAL PROJECT REVENUES				**100,000**	**200,000**					**300,000**	**300,000**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										

CITY OF SHORELINE

Projects to be completed in current year

(2015)

AURORA AVE N – 145TH TO 192ND SAFETY IMPROVEMENTS

Project Description:

This grant funded project begins at N 145th St and extends to N 192nd St. The project scope of work includes upgrades to elements along this section of the Aurora Corridor to improve safety. These elements include: 1) Changing hand hole lids to meet ADA requirements for skid resistance; 2) Adding side-mounted signal heads at intersections to improve visibility; 3) Adding pedestrian push button poles at certain curb ramps per the current WSDOT Design Manual; 4) Revising illuminated signs at four intersections; and, 5) Relocating/updating other signs to comply with the Manual of Uniform Traffic Control Devices (MUTCD) standards and provide better advance information.

Service Impact:

This project will improve the safety and mobility of pedestrians, transit users, people with disabilities, and drivers along Aurora Ave from N from N 145th St to N 192nd St.

Changes from the 2015-2020 CIP: Project has been extended into 2015.

AURORA AVENUE NORTH-145TH TO 192ND SAFETY IMPROVEMENTS											
ORGKEY: 2916311 J.L.# ST262042											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	94,229	3,237	7,870								102,099
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION	270,379	69,272	64,639								335,018
TOTAL PROJECT EXPENDITURES	**364,609**	**72,509**	**72,509**								**437,118**
REVENUE SOURCES:											
HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP)	287,853	46,782	46,782								334,635
ROADS CAPITAL FUND	76,755	25,727	25,727								102,483
TOTAL PROJECT REVENUES	**364,609**	**72,509**	**72,509**								**437,118**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**	693	646							1,516	
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3								

NE 195TH SEPARATED TRAIL

Project Description:

Construction of this project is completed. The project is the final segment of separated pedestrian/bicycle trail that is part of the northern connection between Shoreline's Interurban Trail and the Burke Gilman Trail in Lake Forest Park. The 10 foot wide pervious concrete trail is located on the previously undeveloped right of way of NE 195th St between 1st Ave NE and 5th Ave NE and connects to the pedestrian/bicycle bridge that crosses Interstate 5 east of 7th Ave NE.

Service Impact:

Improve access and safety for walkers, hikers and cyclists to the multi-county and multi-jurisdictional trail system network.

Changes from the 2015-2020 CIP: Construction was completed in April 2015. The final construction cost was $389,858, approximately $103,563 less than projected.

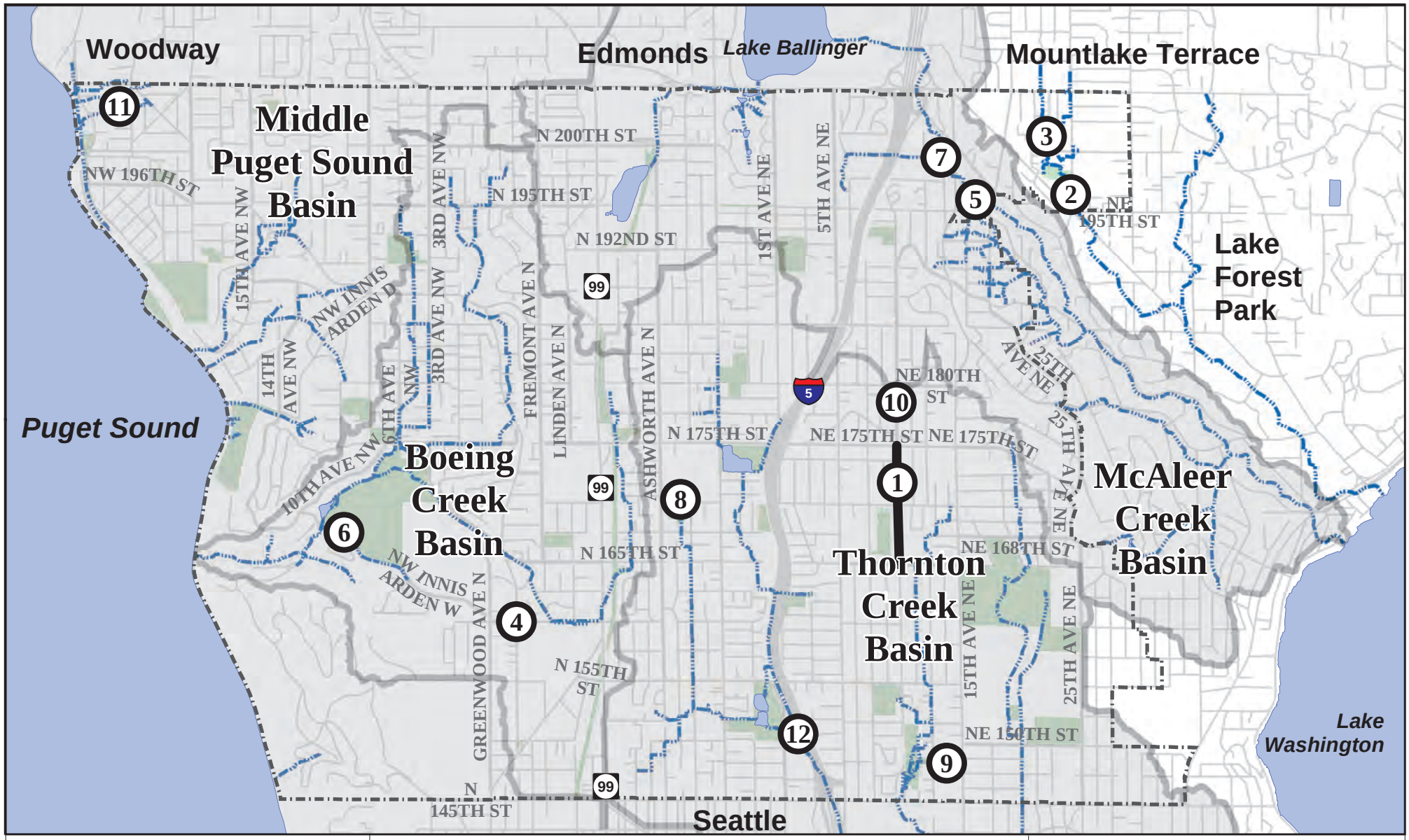
NE 195TH SEPARATED TRAIL											
ORGKEY: 2914306 J.L.# ST261337											
PROJECT MGR: J. VINCENT	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	138,850	98,418	98,418								237,268
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION	3,953	450,413	415,325								419,278
TOTAL PROJECT EXPENDITURES	**142,803**	**548,831**	**513,743**								**656,546**
REVENUE SOURCES:											
CMAQ	78,396	293,554	293,554								371,950
ROADS CAPITAL FUND	64,407	255,277	220,189								284,596
TOTAL PROJECT REVENUES	**142,803**	**548,831**	**513,743**								**656,546**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**Y**	4,504	4,153							11,736	
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4								
CONSTRUCTION			Q1 Q2 Q3 Q4								

This page intentionally left blank.

CITY OF SHORELINE

SURFACE WATER UTILITY

SURFACE WATER UTILITY FUND SUMMARY



City of Shoreline
2016-2021 Surface Water Capital Improvement Plan

N W E S

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

Date: 9/25/2015

City Project
Basin Plan
City Limits
Stream
Park

1. 10th Ave NE Drainage Improvements
2. 25th Ave NE Flood Reduction Improvements
3. Ballinger Creek Drainage Study (Lyon Creek Basin)
4. Boeing Creek Regional Stormwater Facility Study
5. Goheen Revetment Repair
6. Hidden Lake Dam Removal
7. McAleer Creek Basin Plan
8. Meridian Park Wetland Drainage Improvement
9. N 148th Infiltration Facilities
10. North Fork Thornton Creek LID Stormwater Retrofit
11. Puget Sound Basin Drainage Plan
12. Thornton Creek Basin Condition Assessment

CITYWIDE IMPROVEMENTS

Stormwater Pipe Replacement Program
Surface Water Management Greenworks Projects
Surface Water Master Plan
Surface Water Small Projects

City of Shoreline 2016 - 2021 Capital Improvement Plan
Program Summary
Surface Water Utility Fund

	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROPOSED UTILITY RATE INCREASE			3.0%	4.0%	5.0%	5.0%	5.0%	5.0%	5.0%		
SWM RATE RESIDENTIAL SF HOME ANNUAL FEE			146	152	159	167	176	185	194		
PROJECT EXPENDITURES											
CAPACITY											
10TH AVE NE DRAINAGE IMPROVEMENTS	-	-	-	250,000	-	-	600,000	30,000	30,000	910,000	910,000
25TH AVE. NE FLOOD REDUCTION IMPROVEMENTS	-	-	-	880,000	2,470,000	795,000	-	-	-	4,145,000	4,145,000
BOEING CREEK REGIONAL STORMWATER FACILITY STUDY	-	-	-	200,000	-	-	-	-	-	200,000	200,000
NE 148TH INFILTRATION FACILITIES	63,293	200,000	20,000	367,500	-	-	-	-	-	367,500	450,793
REPAIR AND REPLACEMENT											
GOHEEN REVETMENT REPAIR	156,388	210,967	281,278	17,000	11,500	6,000	6,000	6,000	-	46,500	484,166
HIDDEN LAKE DAM REMOVAL	3	90,000	150,722	20,000	-	-	-	1,000,000	-	1,020,000	1,170,725
STORMWATER PIPE REPLACEMENT PROGRAM	292,984	1,016,415	566,415	580,000	200,000	-	500,000	200,000	1,740,000	3,220,000	4,079,399
SURFACE WATER SMALL PROJECTS	2,307,232	150,000	150,000	80,000	-	-	-	-	-	80,000	2,537,232
OTHER											
PUGET SOUND DRAINAGES BASIN PLAN	-	445,000	345,000	100,000	-	-	-	-	-	100,000	445,000
SURFACE WATER MASTER PLAN	-	-	-	500,000	-	-	-	-	-	500,000	500,000
THORNTON CREEK BASIN CONDITION ASSESSMENT	-	-	-	100,000	100,000	100,000	-	-	-	300,000	300,000
PROJECTS TO BE COMPLETED IN CURRENT YEAR (2015)											
BALLINGER CREEK DRAINAGE STUDY (LYONS CREEK BASIN)	138,102	40,311	40,311	-	-	-	-	-	-	-	178,413
MCALEER CREEK BASIN PLAN	321,125	45,000	45,000	-	-	-	-	-	-	-	366,125
MERIDIAN PARK WETLAND	-	-	4,921	-	-	-	-	-	-	-	4,921
NORTH FORK THORNTON CREEK LID STORMWATER RETROFIT	795,236	5,892	32,700	-	-	-	-	-	-	-	827,936
SURFACE WATER GREEN WORKS PROJECTS	468,790	203,692	203,692	-	-	-	-	-	-	-	672,482
NON-PROJECT SPECIFIC											
SURFACE WATER CAPITAL ENGINEERING	1,994,519	217,000	200,000	158,013	170,000	175,000	185,000	190,000	200,000	1,078,013	3,272,532
COST ALLOCATION CHARGES	812,119	217,083	217,083	190,448	150,000	150,000	150,000	150,000	150,000	940,448	1,969,650
TOTAL CAPITAL EXPENDITURES	4,529,890	2,841,360	2,257,122	3,442,961	3,101,500	1,226,000	1,441,000	1,576,000	2,120,000	12,907,461	22,514,373
REVENUES											
INVESTMENT INTEREST		9101	9,101	18,877	30,788	30,372	31,787	34,640	39,653	186,117	
DEPARTMENT OF ECOLOGY BIENNIAL STORMWATER CAPACITY GRANT		-	-	-	-	-	-	-	-	-	
DEPARTMENT OF ECOLOGY STORMWATER RETROFIT GRANT		4,419	23,605	-	-	-	-	-	-	-	
DOE STORMWATER PRE-CONSTRUCTION GRANT		-	-	250,000	-	-	-	-	-	250,000	
KING COUNTY FLOOD ZONE DISTRICT OPPORTUNITY		105,805	105,805	110,898	110,898	110,898	110,898	110,898	110,898	665,388	
WA STATE STORMWATER FINANCIAL ASSISTANCE PROGRAM		-	-	290,625	-	-	-	-	-	290,625	
FUTURE FUNDING - BONDS				2,000,000	2,000,000					4,000,000	
TOTAL CAPITAL REVENUES		119,325	138,511	2,670,400	2,141,686	141,270	142,685	145,538	150,551	5,392,130	
BEGINNING FUND BALANCE			2,783,455	1,510,128	1,399,451	1,029,559	1,025,380	1,117,433	1,279,125	1,510,128	
TOTAL CAPITAL REVENUES			138,511	2,670,400	2,141,686	141,270	142,685	145,538	150,551	5,392,130	
TOTAL CAPITAL EXPENDITURES			2,257,122	3,442,961	3,101,500	1,226,000	1,441,000	1,576,000	2,120,000	12,907,461	
SURFACE WATER FEES			3,576,183	4,004,586	4,204,815	4,751,301	4,988,866	5,238,309	5,500,224	28,688,101	
OPERATING GRANTS		50,000	50,000	50,000	-	-	-	-	-	50,000	
PUBLIC WORKS DEBT SERVICE PAYMENT		344,431	344,431	344,431	337,534	335,902	334,269	332,637	332,637	2,017,410	
AMOUNT RESTRICTED - LOAN MAINTENANCE FACILITY DEBT SERVICE		141,736	141,736	119,086	119,086	119,086		-	-	357,258	
STORMWATER PIPE REPL DEBT SERVICE PAYMENT		182,391		182,391	364,783	364,783	364,783	364,783	364,783	2,006,306	
TOTAL DEBT SERVICE		668,558	486,167	645,908	821,403	819,771	699,052	697,420	697,420	4,380,974	
TOTAL OPERATING EXPENDITURES		2,752,716	2,294,732	2,746,794	2,793,489	2,850,979	2,899,445	2,948,736	2,998,865	17,238,308	
ENDING FUND BALANCE	**2,783,455**		**1,510,128**	**1,399,451**	**1,029,559**	**1,025,380**	**1,117,433**	**1,279,125**	**1,113,616**	**1,113,616**	
MINIMUM REQUIRED RESERVE (20% OPER REV)			**725,237**	**800,917**	**840,963**	**950,260**	**997,773**	**1,047,662**	**1,100,045**		
DEBT SERVICE/FUND BALANCE RATIO (MINIMUM 1.25)				**2.17**	**1.25**	**1.25**	**1.60**	**1.83**	**1.60**		
VARIANCE ABOVE MINIMUM REQUIRED RESERVE			784,891	598,533	188,596	75,120	119,660	231,463	13,571		
IMPACT ON OPERATING BUDGET			-	-	-	10,000	-	-	-		

SURFACE WATER UTILITY FUND SUMMARY

Types of Projects

In the Surface Water Utility Fund, projects are categorized as Capacity, Repair and Replacement, or Other. Funding for these projects is provided from an allocation of the surface water fees or grants.

2016-2021 CIP Summary

The 2016-2021 Surface Water CIP totals $12.907 million. There are 11 funded projects during this period.

Project	2016 Estimate	2017 Estimate	2018 Estimate	2019 Estimate	2020 Estimate	2021 Estimate	Total 2016 - 2021
Expenditures							
Capacity	$1,697,500	$2,470,000	$795,000	$600,000	$30,000	$30,000	$5,622,500
Repair and Replacement	$697,000	$211,500	$6,000	$506,000	$1,206,000	$1,740,000	$4,366,500
Other	$700,000	$100,000	$100,000	$0	$0	$0	$900,000
Non-Project Specific	$348,461	$320,000	$325,000	$335,000	$340,000	$350,000	$2,018,461
Total Expenditures by Year	**$3,442,961**	**$3,101,500**	**$1,226,000**	**$1,441,000**	**$1,576,000**	**$2,120,000**	**$12,907,461**
Revenues by Year	**$2,670,400**	**$2,141,686**	**$141,270**	**$142,685**	**$145,538**	**$150,551**	**$5,392,130**
Beginning Fund Balance	**$1,510,128**	**$1,399,451**	**$1,029,559**	**$1,025,380**	**$1,117,433**	**$1,279,125**	**$1,510,128**
Total Capital Revenues	**$2,670,400**	**$2,141,686**	**$141,270**	**$142,685**	**$145,538**	**$150,551**	**$5,392,130**
Total Operating Revenues	**$4,054,586**	**$4,204,815**	**$4,751,301**	**$4,988,866**	**$5,238,309**	**$5,500,224**	**$28,738,101**
Total Capital Expenditures	**$3,442,961**	**$3,101,500**	**$1,226,000**	**$1,441,000**	**$1,576,000**	**$2,120,000**	**$12,907,461**
Total Debt Service	**$645,908**	**$821,403**	**$819,771**	**$699,052**	**$697,420**	**$697,420**	**$4,380,974**
Total Operating Expenditures	**$2,746,794**	**$2,793,489**	**$2,850,979**	**$2,899,445**	**$2,948,736**	**$2,998,865**	**$17,238,308**
Ending Fund Balance	**$1,399,451**	**$1,029,559**	**$1,025,380**	**$1,117,433**	**$1,279,125**	**$1,113,616**	**$1,113,616**
Impact on Operating Budget	**$0**	**$0**	**$10,000**	**$0**	**$0**	**$0**	

Policy Issues

Minimum Working Capital: The fund balance reserve needs to be maintained at 20% of budgeted operating revenues. The proposed CIP meets that goal.

Master Plan: This capital improvement plan includes surface water projects recommended in the Surface Water Master Plan based on available funding.

Surface Water Fees: The 2016-2021 CIP assumes that surface water rates will be increased in 2016 by 4% and by 5% each year through 2021. This equates to an annual increase of $5.83 for a single family residential home in 2016. Future rate analysis will be required as basin plans are completed and the City Council makes policy decisions regarding the level of capital improvements to be implemented.

King County Flood Zone Taxes: In 2008, King County began assessing a $0.154 per $1,000 assessed valuation property tax for the purpose of addressing flooding issues throughout the county. Based on the current funding distribution formula, Shoreline anticipates receiving $110,898 annually.

Underfunded and Unfunded Projects: The following table reflects all the projects that are either underfunded or unfunded and awaiting future funding.

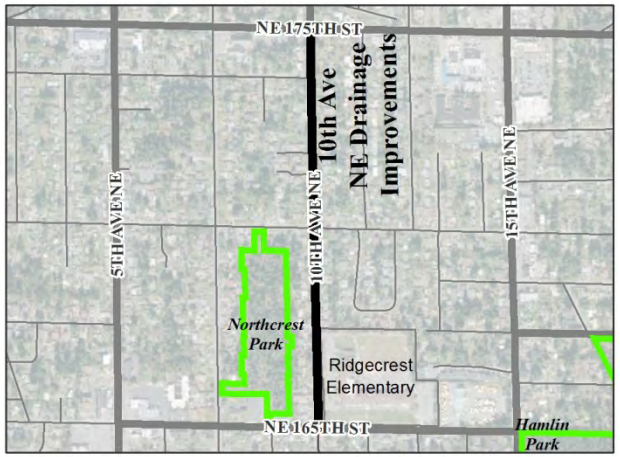
PROJECT TITLE	PROJECT DESCRIPTION	ESTIMATED
UNDER FUNDED		
Hidden Lake Dam Removal	Implementation of the chosen design alternative from the Phase 1Hidden Lake Dam Removal.	$980,000

This page intentionally left blank.

Surface Water Utility Fund

Projects

10TH AVENUE NE DRAINAGE IMPROVEMENTS



Project Description:

This project will reduce flooding and improve water quality along 10th Ave NE between NE 165th St and NE 175th St. Improvements will include installation of bioretention and infiltration facilities to provide flow retention and water quality treatment. Additionally, conveyance system capacity will be increased by pipe and culvert replacements.

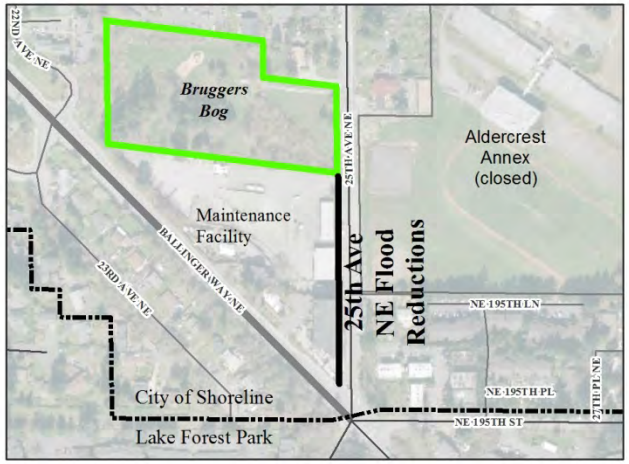
Service Impact:

Decrease flooding and increase the service level to residents, drivers, pedestrians, and bicyclists along 10th Ave NE between NE 165th St and NE 175th St.

Changes from the 2015-2020 CIP: 2016 design phase funding was increased from $75,000 to $250,000 and is contingent upon receiving a grant from Washington State Department of Ecology. Construction phase funding was rescheduled for 2019 and increased from $200,000 to $600,000. Increased funding reflects more accurate estimated costs of effective improvements; schedule changes are to accommodate funding and staff time availability.

10TH AVE NE DRAINAGE IMPROVEMENTS											
ORGKEY: 3023333 J.L.# SW269000											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION				250,000			50,000	10,000	10,000	320,000	320,000
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION							550,000	20,000	20,000	590,000	590,000
TOTAL PROJECT EXPENDITURES				**250,000**			**600,000**	**30,000**	**30,000**	**910,000**	**910,000**
REVENUE SOURCES:											
DOE STORMWATER PRE-CONSTRUCTION GRANT				250,000						250,000	250,000
SW CAPITAL FUND							600,000	30,000	30,000	660,000	660,000
TOTAL PROJECT REVENUES				**250,000**			**600,000**	**30,000**	**30,000**	**910,000**	**910,000**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION					Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4				
CONSTRUCTION				Q2 Q3 Q4	Q2 Q3 Q4	Q2 Q3 Q4					

25TH AVENUE NE FLOOD REDUCTION



Project Description:

This project will address recurring flooding of Ballinger Creek and aging culverts along 25th Ave NE between Brugger's Bog Park and NE 195th St. Due to insufficient system capacity, regular flooding occurs along 25th Ave NE and within adjacent private and public properties – including the future North Maintenance Facility. Pipe inspection videos have revealed that the existing culverts exhibit structural flaws. The project will replace approximately 550 linear feet of culvert along 25th Ave NE downstream of Brugger's Bog Park as well as the 74-foot culvert crossing at NE 195th St, which is also undersized.

Service Impact:

Increase the service level to residents, drivers, and others along 25th Ave NE between NE Ballinger Way and Brugger's Bog Park.

Changes from the 2015-2020 CIP: New project.

25TH AVE. NE FLOOD REDUCTION IMPROVEMENTS											
ORGKEY: 3023334 J.L.# SW269100											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION				880,000	200,000	100,000				1,180,000	1,180,000
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION					2,270,000	695,000				2,965,000	2,965,000
TOTAL PROJECT EXPENDITURES				**880,000**	**2,470,000**	**795,000**				**4,145,000**	**4,145,000**
REVENUE SOURCES:											
SW CAPITAL FUND				880,000	2,470,000	795,000				4,145,000	4,145,000
TOTAL PROJECT REVENUES				**880,000**	**2,470,000**	**795,000**				**4,145,000**	**4,145,000**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										

BOEING CREEK REGIONAL STORMWATER FACILITY STUDY

Project Description:

The initial effort for the project will be to conduct a feasibility assessment to construct a regional surface water detention facility to support redevelopment of the Aurora Square. The feasibility study would include alternatives or mechanisms for development to pay for the facility.

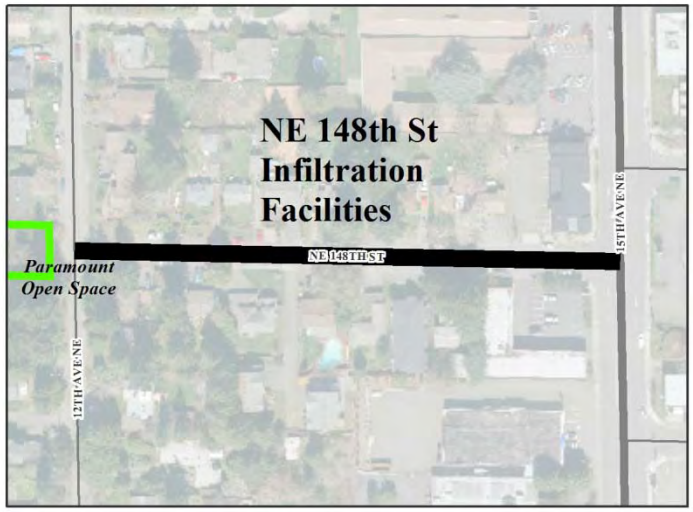
Service Impact:

Increase the service level to residents.

Changes from the 2015-2020 CIP: New project.

BOEING CREEK REGIONAL STORMWATER FACILITY STUDY											
ORGKEY: 3023335 J.L.# SW269200											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION				200,000						200,000	200,000
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES				200,000						200,000	200,000
REVENUE SOURCES:											
SW CAPITAL FUND				200,000						200,000	200,000
TOTAL PROJECT REVENUES				200,000						200,000	200,000
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	N										

NE 148th STREET INFILTRATION FACILITIES



Project Description:

This project will install multiple below-ground infiltration facilities along the NE 148th St roadside between 12th Ave NE and 15th Ave NE. The infiltration facilities will reduce flooding and improve water quality. The infiltration facility technology allows for various surface treatments, including hard surfaces for locations requiring parking and other vehicle access usage, and bioretention surfacing at other locations. This is a new type of facility for the City with broad potential future implementation.

Service Impact:

Increase the service level to residents along NE 148th St between 12th Ave NE and 15th Ave NE.

Changes from the 2015-2020 CIP: Construction phase funding rescheduled from 2015 to 2016 and increased from $200,000 to $367,500. Schedule change was to accommodate Washington State Department of Ecology grant funding. Increased budget includes $290,625 in grant funding and represents and more comprehensive solution to stormwater issues at this site.

NE 148TH INFILTRATION FACILITIES ORGKEY: 3023328 J.L.# SW266015 PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	63,293	200,000	20,000	27,815						27,815	111,108
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION				339,685						339,685	339,685
TOTAL PROJECT EXPENDITURES	**63,293**	**200,000**	**20,000**	**367,500**						**367,500**	**450,793**
REVENUE SOURCES:											
DEPARTMENT OF ECOLOGY BIENNIAL STORMWATER CAPACIT	26,458										26,458
WA STATE STORMWATER FINANCIAL ASSISTANCE PROGRAM				290,625						290,625	290,625
SW CAPITAL FUND	36,835	200,000	20,000	76,875						76,875	133,710
TOTAL PROJECT REVENUES	**63,293**	**200,000**	**20,000**	**367,500**						**367,500**	**450,793**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
IMPACT ON OPERATING BUDGET		**2015CB**	**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
LANDSCAPING						5,000					
UTILITIES						5,000					
TOTAL IMPACT ON OPERATING BUDGET						**10,000**					
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4							
CONSTRUCTION				Q2 Q3							

GOHEEN REVETMENT REPAIR

Project Description:

The McAleer Creek – Goheen Property Revetment Repair Project consists of installing a biorevetment structure to address erosion damage to the south bank of McAleer Creek approximately 300 feet upstream of the NE 196th St creek crossing. The biorevetment will be approximately 100 feet long and constructed from interwoven and layered logs, rock, and vegetated fabric-encapsulated soil lifts.

The project will also remove invasive vegetation, restore native vegetation, and install a gated permanent access driveway to the existing streamflow control structure on the north side of NE 196th St.

Major construction was completed by July 2015; the planting establishment period will continue from 2016 through 2020.

Service Impact: Maintain existing storm facility infrastructure associated with drainage easements.

Changes from the 2015-2020 CIP: Increased 2015 budget by $70,000 to fund construction.

GOHEEN REVETMENT REPAIR ORGKEY: 3023304 J.L.# SW261100 PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	156,388	210,967	53,078	2,000	1,500	1,000	1,000	1,000		6,500	215,965
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION			228,200	15,000	10,000	5,000	5,000	5,000		40,000	268,200
TOTAL PROJECT EXPENDITURES	**156,388**	**210,967**	**281,278**	**17,000**	**11,500**	**6,000**	**6,000**	**6,000**		**46,500**	**484,166**
REVENUE SOURCES:											
SW CAPITAL FUND	156,388	210,967	281,278	17,000	11,500	6,000	6,000	6,000		46,500	484,166
TOTAL PROJECT REVENUES	**156,388**	**210,967**	**281,278**	**17,000**	**11,500**	**6,000**	**6,000**	**6,000**		**46,500**	**484,166**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4	Q2	Q2	Q2	Q2	Q2			
CONSTRUCTION			Q1 Q2 Q3 Q4	Q2 Q3	Q2 Q3	Q2 Q3	Q2 Q3	Q2 Q3			

HIDDEN LAKE DAM REMOVAL

Project Description:

Phase 1 to be completed in 2015 will create a conceptual design for the eventual removal of Hidden Lake Dam and stream restoration at Hidden Lake. This conceptual design will help to guide a formal design and multi-functional restoration of the stream. The conceptual design will incorporate technical and public outreach components.

Phase 2 to begin in 2016 will implement the chosen design alternative from Phase 1. Improvements will include the removal of Hidden Lake Dam and the restoration of Boeing Creek.

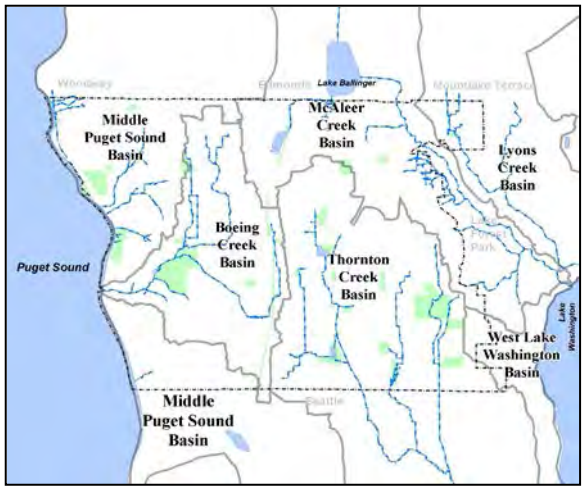
Service Impact:

Reduce long term maintenance costs for the Surface Water Utility at Hidden Lake and removal of a fish passage barrier.

Changes from the 2015-2020 CIP: Project budget increased by $1,020,000 to add Phase 2 funding for design (2016) and construction (2019-2020) for dam removal and associated improvements.

HIDDEN LAKE DAM REMOVAL											
ORGKEY: 3023327 J.L.#SW267100											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	3	90,000	150,722	20,000						20,000	170,725
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION								1,000,000		1,000,000	1,000,000
TOTAL PROJECT EXPENDITURES	**3**	**90,000**	**150,722**	**20,000**				**1,000,000**		**1,020,000**	**1,170,725**
REVENUE SOURCES:											
SW CAPITAL FUND	3	90,000	150,722	20,000				1,000,000		1,020,000	1,170,725
TOTAL PROJECT REVENUES	**3**	**90,000**	**150,722**	**20,000**				**1,000,000**		**1,020,000**	**1,170,725**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3								

STORMWATER PIPE REPAIR/REPLACEMENT PROJECT (CITYWIDE)



Project Description: A majority of the 140 miles of stormwater pipes that the City owns and maintains have exceeded their service life. In order to address this issue, the Stormwater Pipe Repair and Replacement Project (SWPRRP) repairs and replaces the failing stormwater pipes identified during the condition assessment video inspections. The SWPRRP proactively ensures public safety, reduces flooding, decreases maintenance demands, and protects critical infrastructure and other public and private property.

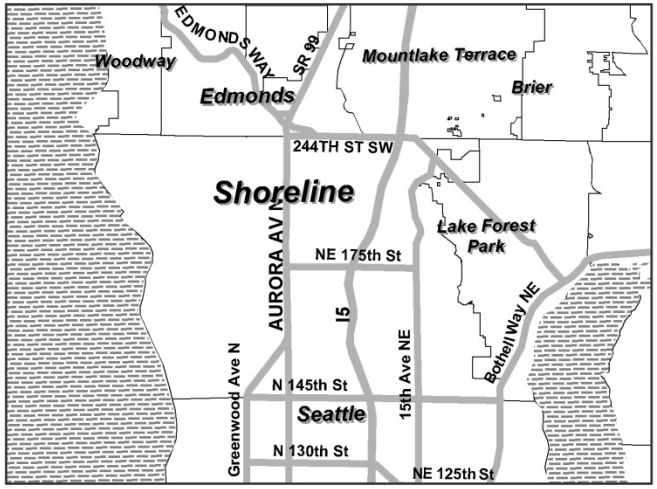
Pipes are prioritized for repair based upon estimated likelihood of failure and potential consequences of failure. The primary repair method is to install a durable composite pipe liner (known as cured-in-place pipe or CIPP); open cut trench pipe replacement is used for pipes too badly damaged to repair with CIPP lining. These methods provide optimal value by extending the lifespan of the City's existing stormwater infrastructure.

Service Impact: Increase the service level to residents in the drainage basins where condition assessments have been completed.

Changes from the 2015-2020 CIP: Six year budget reallocated to allow for design and construction phases in alternating years after 2016 (design years in 2018, 2020; construction years in 2017, 2019, 2021). Biennial construction cycle better accommodates staff time and budget availability.

STORMWATER PIPE REPLACEMENT PROGRAM											
ORGKEY: 3023305 J.L.# SW261200											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	157,313	1,016,415	265,000	80,000				200,000		280,000	702,313
2-REAL ESTATE ACQUISITION	227										227
3-CONSTRUCTION	135,444		301,415	500,000	200,000		500,000		1,740,000	2,940,000	3,376,859
TOTAL PROJECT EXPENDITURES	**292,984**	**1,016,415**	**566,415**	**580,000**	**200,000**		**500,000**	**200,000**	**1,740,000**	**3,220,000**	**4,079,399**
REVENUE SOURCES:											
KING COUNTY FLOOD ZONE DISTRICT OPPORTUNITY	105,805										105,805
SW CAPITAL FUND	187,179	1,016,415	566,415	580,000	200,000		500,000	200,000	1,740,000	3,220,000	3,973,594
TOTAL PROJECT REVENUES	**292,984**	**1,016,415**	**566,415**	**580,000**	**200,000**		**500,000**	**200,000**	**1,740,000**	**3,220,000**	**4,079,399**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
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		
CONSTRUCTION			Q2 Q3	Q2 Q3	Q2 Q3		Q2 Q3	Q2 Q3	Q2 Q3		

SURFACE WATER SMALL DRAINAGE PROJECTS



Project Description:

Small works drainage projects will be identified that provide for the construction of minor drainage improvements to reduce localized flooding or surface water-related problems at various locations throughout the city. Projects are identified through the City's customer request system and issues found in the field by City staff.

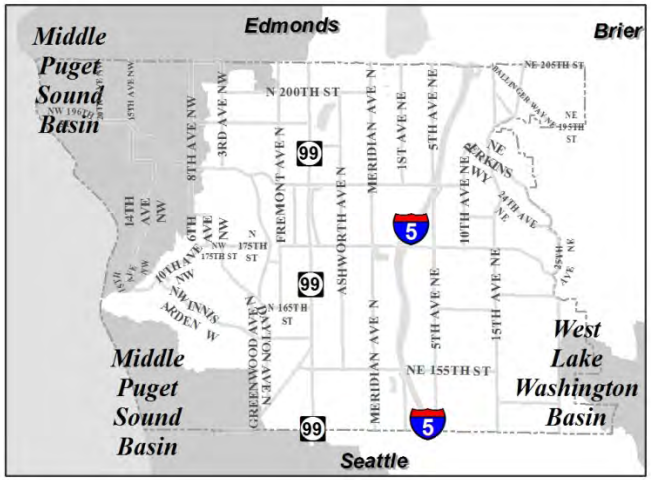
Service Impact:

This project will alleviate localized flooding of private and public properties by making improvements to storm drainage systems where a small works project can be a cost-effective resolution of the problem.

Changes from the 2015-2020 CIP: 2016-2021 funding reduced due to need for programmatic re-evaluation of small drainage project processes and prioritization of small project candidates. The re-evaluation will be conducted as part of the 2016 Surface Water Master Plan Update. Funding for the Surface Water Small Drainage Projects will be revisited after completion of the Surface Water Master Plan Update.

SURFACE WATER GREEN WORKS PROJECTS											
ORGKEY: 3018277 J.L.# SW255900											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	231,467	50,000	50,692								282,159
2-REAL ESTATE ACQUISITION	155										155
3-CONSTRUCTION	237,168	153,692	153,000								390,168
TOTAL PROJECT EXPENDITURES	**468,790**	**203,692**	**203,692**								**672,482**
REVENUE SOURCES:											
DEPARTMENT OF ECOLOGY BIENNIAL STORMWATER CAPACIT	47,766										47,766
SW CAPITAL FUND	421,024	203,692	203,692								624,716
TOTAL PROJECT REVENUES	**468,790**	**203,692**	**203,692**								**672,482**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4								
CONSTRUCTION			Q3 Q4								

PUGET SOUND DRAINAGES BASIN PLAN



Project Description:

The goal of the basin plan is to assess existing hydrologic, water quality, and habitat conditions; identify projects, programs and regulatory measures to improve drainage, water quality, stream and wetland habitat for the Puget Sound Drainages Basin and other selected small drainage basins elsewhere within the City without previous basin planning. The study will also include a stormwater pipe condition assessment to identify stormwater infrastructure for future repair and replacement and flood plain delineation (where appropriate).

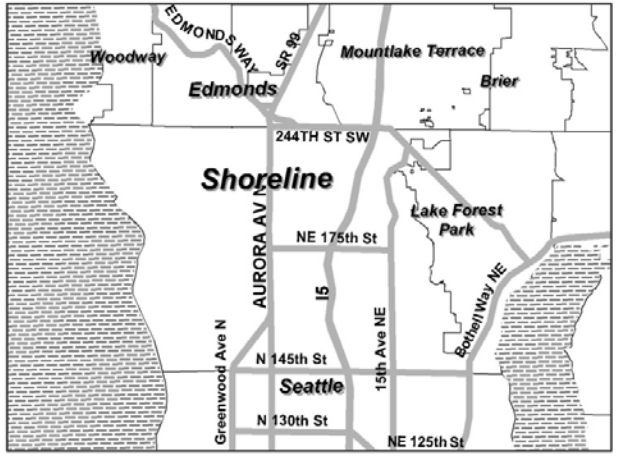
Service Impact:

Increase the service level to residents that live within the studied drainage areas throughout the City.

Changes from the 2015-2020 CIP: Total project budget increased from $200,000 to $445,000 to include condition assessment work; budget reallocated to $345,000 in 2015 and $100,000 in 2016 for consistency with expected project schedule.

PUGET SOUND DRAINAGES BASIN PLAN ORGKEY: 3023318 J.L.# SW266300 PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION		445,000	345,000	100,000						100,000	445,000
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES		**445,000**	**345,000**	**100,000**						**100,000**	**445,000**
REVENUE SOURCES:											
SW CAPITAL FUND		445,000	345,000	100,000						100,000	445,000
TOTAL PROJECT REVENUES		**445,000**	**345,000**	**100,000**						**100,000**	**445,000**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4	Q1 Q2							

SURFACE WATER MASTER PLAN UPDATE



Project Description:

Project will revise and update the 2011 Surface Water Master Plan to reflect the changes in the City and the Surface Water Utility and provide a long term management strategy to ensure the continued financial viability of the Surface Water Utility. The master plan will evaluate the surface water management fees and rate structure, prioritize and incorporate the capital and operational needs identified in the basin plans, and direct the future activities using an asset management strategy.

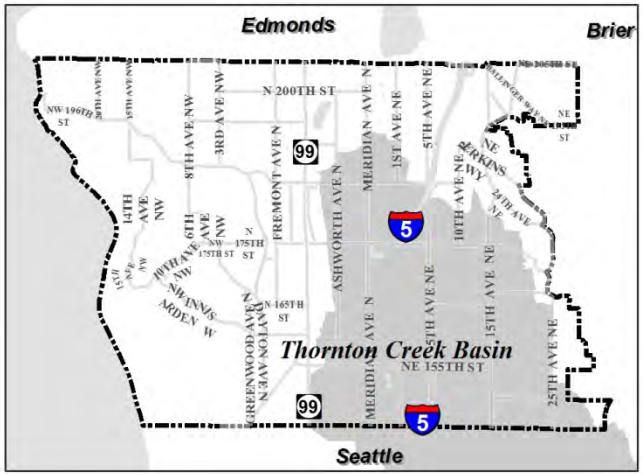
Service Impact:

Deliver defined service levels to the residents of the City of Shoreline with the lowest life cycle cost.

Changes from the 2015-2020 CIP: New project.

SURFACE WATER MASTER PLAN ORGKEY: 3018165 J.L.#SW106000 PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION				500,000						500,000	500,000
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES				**500,000**						**500,000**	**500,000**
REVENUE SOURCES:											
SW CAPITAL FUND				500,000						500,000	500,000
TOTAL PROJECT REVENUES				**500,000**						**500,000**	**500,000**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										

THORNTON CREEK BASIN CONDITION ASSESSMENT



Project Description:

This project will include stormwater pipe condition assessment to identify stormwater infrastructure for future repair and replacement in the Thornton Creek Basin. This project is a continuation of the 2009 Thornton Creek Basin Plan. Unlike other basin plans completed after the 2011 Surface Water Master Plan update, the basin plan for the Thornton Creek basin did not include a condition assessment of the pipes. This information is critical to prioritize and maintain the existing infrastructure.

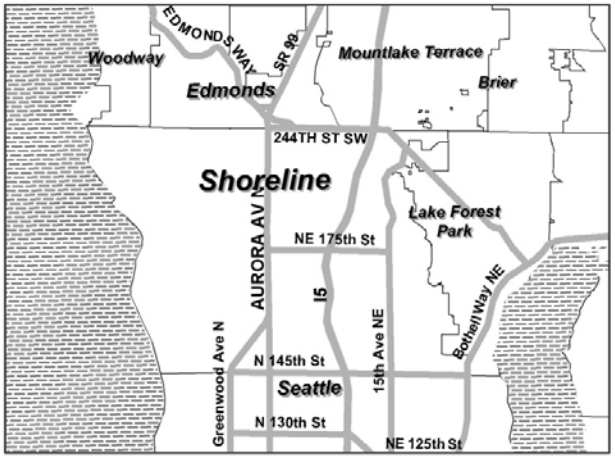
Service Impact:

Increase the service level to residents by reducing the potential for unanticipated infrastructure failures.

Changes from the 2015-2020 CIP: New project.

THORNTON CREEK BASIN CONDITION ASSESSMENT											
ORGKEY: 3023336 J.L.# SW269300											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION				100,000	100,000	100,000				300,000	300,000
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES				**100,000**	**100,000**	**100,000**				**300,000**	**300,000**
REVENUE SOURCES:											
SW CAPITAL FUND				100,000	100,000	100,000				300,000	300,000
TOTAL PROJECT REVENUES				**100,000**	**100,000**	**100,000**				**300,000**	**300,000**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										

SURFACE WATER CAPITAL ENGINEERING



Project Description:

This ongoing project includes the administrative costs of capital engineering for surface water projects. The project supports the capital programming and project development to achieve the goals of the Surface Water Utility, including flood reduction, water quality improvement, and aquatic habitat enhancement.

Service Impact:

This project will provide more accurate and timely information on upcoming projects for use in developing and updating each year's Capital Improvement Plan and completing applications for grant funding.

Changes from 2015-2020 CIP: The new cost estimate includes the addition of funding for projects in 2021.

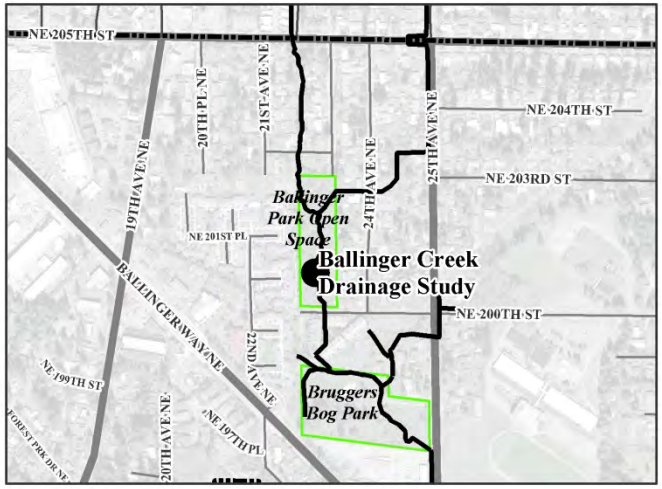
SURFACE WATER CAPITAL ENGINEERING ORGKEY: 3013064 J.L.# SW107700 PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	1,994,519	217,000	200,000	158,013	170,000	175,000	185,000	190,000	200,000	1,078,013	3,272,532
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES	**1,994,519**	**217,000**	**200,000**	**158,013**	**170,000**	**175,000**	**185,000**	**190,000**	**200,000**	**1,078,013**	**3,272,532**
REVENUE SOURCES:											
SW CAPITAL FUND	1,994,519	217,000	200,000	158,013	170,000	175,000	185,000	190,000	200,000	1,078,013	3,272,532
TOTAL PROJECT REVENUES	**1,994,519**	**217,000**	**200,000**	**158,013**	**170,000**	**175,000**	**185,000**	**190,000**	**200,000**	**1,078,013**	**3,272,532**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
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		

CITY OF SHORELINE

Projects to be completed in current year

(2015)

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, as well as 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 NE that cause routine flooding on 25th Ave NE.

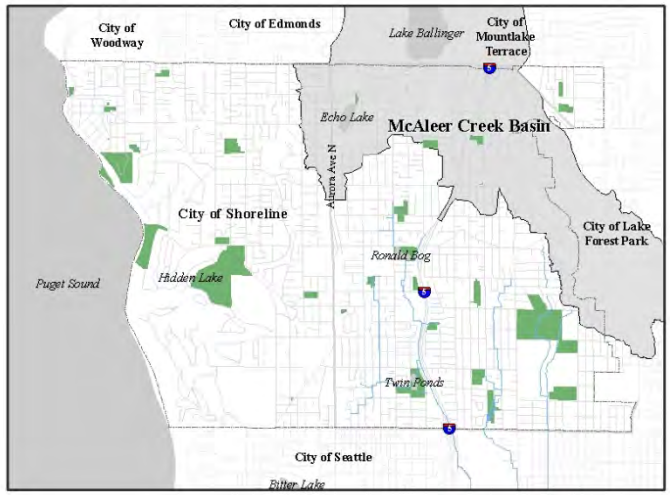
Service Impact:

Increase the service level to residents in the vicinity of Ballinger Creek.

Changes from the 2015-2020 CIP: Total project budget reduced by approximately $20,000; approximately $50,000 from original budget was reallocated for 2015 work due to project schedule.

BALLINGER CREEK DRAINAGE STUDY (LYONS CREEK BASIN)											
ORGKEY: 3023308 J.L.# SW115200											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	138,102	40,311	40,311								178,413
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES	**138,102**	**40,311**	**40,311**								**178,413**
REVENUE SOURCES:											
SW CAPITAL FUND	138,102	40,311	40,311								178,413
TOTAL PROJECT REVENUES	**138,102**	**40,311**	**40,311**								**178,413**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3								

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 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.

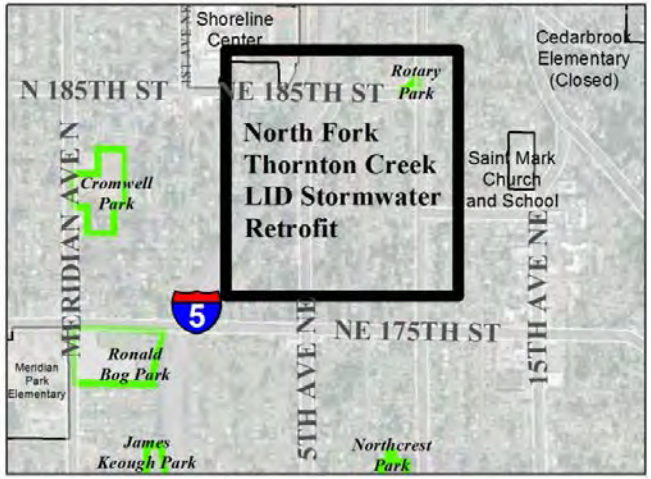
Service Impact:

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.

Changes from the 2015-2020 CIP: Total project budget reduced by approximately $80,000.

MCALEER CREEK BASIN PLAN ORGKEY: 3023309 J.L.# SW115300 PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	321,125	45,000	45,000								366,125
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION											
TOTAL PROJECT EXPENDITURES	**321,125**	**45,000**	**45,000**								**366,125**
REVENUE SOURCES:											
SW CAPITAL FUND	321,125	45,000	45,000								366,125
TOTAL PROJECT REVENUES	**321,125**	**45,000**	**45,000**								**366,125**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3								

NORTH FORK THORNTON CREEK LID STORMWATER RETROFIT



Project Description:

This project will install 700 linear feet of bioretention swales and 250 linear feet of infiltration trenches 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.

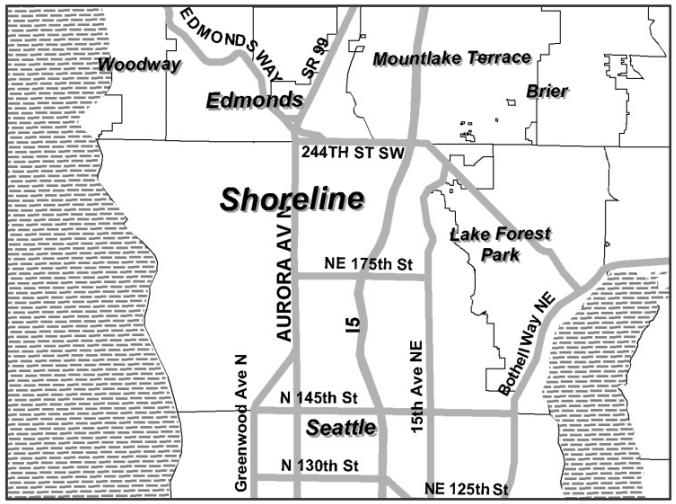
Service Impact:

Increase the service level to residents in the North City neighborhood.

Changes from the 2015-2020 CIP: The project budget was increased by approximately $3,000 based on final project costs. All work is completed.

NORTH FORK THORNTON CREEK LID STORMWATER RETROFIT											
ORGKEY: 3023295 J.L.# SW258115											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	271,378	5,892	17,820								289,198
2-REAL ESTATE ACQUISITION											
3-CONSTRUCTION	523,858		14,880								538,738
TOTAL PROJECT EXPENDITURES	**795,236**	**5,892**	**32,700**								**827,936**
REVENUE SOURCES:											
DEPARTMENT OF ECOLOGY STORMWATER RETROFIT GRANT	595,429	4,419	23,605								619,034
SW CAPITAL FUND	199,807	1,473	9,095								208,902
TOTAL PROJECT REVENUES	**795,236**	**5,892**	**32,700**								**827,936**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4								
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.

Changes from the 2015-2020 CIP: This program is unfunded after 2015. Starting in 2016 projects that would previously have been funding under the Green Works program will be rolled into the Surface Water Management Small Projects program.

SURFACE WATER GREEN WORKS PROJECTS											
ORGKEY: 3018277 J.L.# SW255900											
PHASE	PRIOR-YRS	2015CB	2015E	2016E	2017E	2018E	2019E	2020E	2021E	6-YEAR TOTAL	TOTAL PROJECT
PROJECT EXPENDITURES:											
1-PROJECT ADMINISTRATION	231,467	50,000	50,692								282,159
2-REAL ESTATE ACQUISITION	155										155
3-CONSTRUCTION	237,168	153,692	153,000								390,168
TOTAL PROJECT EXPENDITURES	**468,790**	**203,692**	**203,692**								**672,482**
REVENUE SOURCES:											
DEPARTMENT OF ECOLOGY BIENNIAL STORMWATER CAPACIT	47,766										47,766
SW CAPITAL FUND	421,024	203,692	203,692								624,716
TOTAL PROJECT REVENUES	**468,790**	**203,692**	**203,692**								**672,482**
	ELIGIBLE (Y/N)										
1% FOR PUBLIC ART ELIGIBLE (Y/N)	**N**										
PROJECT TIME LINE:			**2015E**	**2016E**	**2017E**	**2018E**	**2019E**	**2020E**	**2021E**		
PROJECT ADMINISTRATION			Q1 Q2 Q3 Q4								
CONSTRUCTION			Q3 Q4								

CITY OF SHORELINE

APPENDIX

Financial Policies

I. Financial Planning Policies

II. General Budget Policies
- A. No Operating Deficit
- B. Resources Greater than Estimates
- C. Budget Adoption Level
- D. Necessary to Implement City Council Goals Identified in Annual Workplan
- E. Public Safety Protection
- F. Degradation of Current Service Levels
- G. Investments that are Primarily funded by Additional Fees or Grants
- H. Investments that delay Future Cost Increases
- I. Investments that Forestall Adding Permanent Staff
- J. Commitments that can Reasonably be Maintained over the Long Term
- K. Overhead and Full Cost Allocation
- L. Maintenance of Quality Service Programs
- M. Distinguished Budget Presentation

III. Formulation and Approval of Budgets

IV. Budget Adjustment and Amendment Process
- A. Adjustment
- B. Amendment

V. Reserve and Contingency Fund Policies
- A. General Policy
- B. Revenue Stabilization Fund
- C. General Fund Operating Reserves
- D. Equipment and Vehicle Replacement Reserves
- E. City Street Fund Reserve
- F. Surface Water Utility Fund Reserve

VI. Capital Improvement Program Plan Policies
- A. Relationship of Long-Range Plans to the CIP
- B. Capital Improvement Plan Coordination Team
- C. Establishing CIP Priorities
- D. Types of Projects Included in the CIP
- E. Scoping and Costing Based on Predesign Study
- F. Required Project Features and Financial Responsibility
- G. Predictability of Project Timing, Cost and Scope
- H. CIP Maintenance and Operating Costs
- I. Local Improvement Districts (LID)
- J. Preserve Existing Capital Infrastructure Before Building New Facilities
- K. New Facilities Should be of High Quality, Low Maintenance, Least Cost
- L. Public Input at All Phases of Projects
- M. Basis for Project Appropriations
- N. Balanced CIP Plan
- O. Use of Debt in the CIP
- P. Finance Director's Authority to Borrow
- Q. CIP Plan Update and Amendment
- R. Formalization of Monetary Agreements
- S. Applicable Project Charges

VII. Debt Policy

I. FINANCIAL PLANNING POLICY

The City shall develop and maintain a 6-year financial forecast that estimates resource and expenditure behavior for the five years beyond the current budget period. This forecast will provide the City's decision makers with an indication of the long-term fiscal impact of current policy and budget decisions. This planning tool must recognize the effects of economic cycles on the demand for services and the City's resources. To this end, the forecast should differentiate between revenue associated with one-time economic activities and revenues derived as a result of base economic growth. City financial planning should ensure the delivery of needed services (many of which become more critical during economic downturns) by assuring adequate reliance on ongoing resources in order to support continued City services during economic downturns.

II. GENERAL BUDGET POLICIES

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

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

M. Distinguished Budget Presentation: The City will seek to comply with the suggested criteria of the Government Finance Officers Association in producing a budget document that meets the Distinguished Budget Presentation program criteria as policy document, as an operations guide, as a financial plan, and as a communication device.

III. FORMULATION AND APPROVAL OF BUDGETS

In accordance with RCW 35A.33, departments shall be requested by the Finance Director to prepare detailed estimates of revenues and expenditures for the next fiscal year by no later than the second Monday of September. Responses will be due by no later than the fourth Monday in September, and by no later than the first business day in October, the Finance Director will present to the City Manager a proposed preliminary budget setting forth the complete financial program, showing expenditures requested by each department and sources of revenue by which each program is proposed to be financed.

Although the schedule outlined above meets the requirements of the Revised Code of Washington, the Shoreline budget process usually follows an accelerated time schedule. The Finance Director typically requests departments to prepare their detailed estimates of revenues and expenditures for the next fiscal year in July, with those responses due in August.

By no later than the first Monday in October, the City Manager will provide the City Council with current information on estimates of revenues from all sources as adopted in the budget for the current year. The City complies with this requirement by providing the City Council with a quarterly report and a comprehensive overview of the City's current financial position at a summer Budget Retreat.

The administration will analyze program priorities and needs and recommend funding levels for each program in a proposed operating budget and six-year capital improvement program, which will be submitted to the Council by no later than 60 days prior to the end of the fiscal year. The City Manager typically presents the proposed budget to the City Council in late October.

As part of the budget document, a budget message will be prepared that contains the following:

- An explanation of the budget document.
- An outline of the recommended financial policies and programs of the City for the ensuing fiscal year.
- A statement of the relation of the recommended appropriation to such policies and programs.
- A statement of the reason for salient changes from the previous year in appropriation and revenue items.
- An explanation of any recommended major changes in financial policy.

The operating budget proposal for the general fund will include a financial plan that shows projected revenues and expenditures for at least the next five fiscal years. The financial plan will provide an explanation of the assumptions used in projecting future year expenditure and revenue levels, such as growth in tax revenues, inflation, cost of services, and other factors that may impact the financial condition of the City.

The operating budget will be classified and segregated according to a standard classification of accounts as prescribed by the State Auditor.

The Council will hold public hearings as required and approve operating and capital budgets prior to the end of the fiscal year in accordance with State law.

IV. BUDGET ADJUSTMENT & AMENDMENT PROCESSES

Under the provisions of State law and the City's operating procedures, the operating budget may be adjusted or amended in two different ways. Adjustment of the budget involves a reallocation of existing appropriations and does not change the budget “bottom line.” Amendment of the budget involves an addition to or reduction of existing appropriations.

A. Adjustment

The City departmental expenditures and program goals are monitored throughout the year. Certain departments may develop the need for additional expenditure authority to cover unanticipated costs that cannot be absorbed within the budget, while other departments may unexpectedly not require their full budget authorizations. The Finance Department reviews and analyzes all department and/or fund budgets to determine what adjustments are necessary and whether the adjustments can be made within existing appropriation limits and within the City Council and Departmental goals as provided in the budget. Necessary adjustments are then reviewed with the affected department and/or fund managers. When an adjustment is needed, the Finance staff will look first to savings within the department and then consider budget transfers between departments. The Finance Director, in conjunction with the Department Directors and the City Manager, reviews and decides if any specific budget reductions are needed. No City Council action is needed as State law allows budget adjustments to be done administratively and approved by the City Manager. As a matter of practice, staff will include any adjustments made between departments with the quarterly financial information provided to the City Council.

B. Amendment

Amending the City's budget occurs whenever the requested changes from departments and/or funds will cause the existing appropriation level for the fund to change. This situation generally occurs when the City Council authorizes additional appropriation. This is done by an ordinance that amends the original budget and states the sources of funding for the incremental appropriations.

V. RESERVE AND CONTINGENCY FUND POLICIES

Adequate fund balance and reserve levels are a necessary component of the City’s overall financial management strategy and a key factor in external agencies’ measurement of the City’s financial strength.

Maintenance of fund balance for each accounting fund assures adequate resources for cash flow and to mitigate short-term effects of revenue shortages. Reserve funds are necessary to enable the City to deal with unforeseen emergencies or changes in condition.

A. General Policy

The City shall maintain reserves required by law, ordinance and/or bond covenants.

All expenditures drawn from reserve accounts shall require prior Council approval unless previously authorized by the City Council for expenditure within the City’s annual budget.

If reserves and/or fund balances fall below required levels as set by this policy, the City shall include within its annual budget a plan to restore reserves and/or fund balance to the required levels.

All reserves will be presented in the City’s annual budget.

B. Revenue Stabilization Fund

The City will establish a Revenue Stabilization Fund and shall accumulate a reserve equal to thirty percent (30%) of annual economically sensitive revenues within the City's operating budget to cover revenue shortfalls resulting from unexpected economic changes or recessionary periods.

C. General Fund Operating Reserves

The City shall maintain a General Fund Operating Reserve to provide for adequate cash flow, budget contingencies, and insurance reserves. The General Fund Operating Reserves will be determined as follows:

1. Cash Flow Reserve: The City shall maintain a cash flow reserve within the General Fund in an amount equal to $3,000,000. This is approximately equal to 1.5 months of operating expenditures. The City will review annually the required cash flow reserve level that is necessary to meet the City's cash flow needs. If it is determined than $3,000,000 is not adequate, the Finance Director shall propose an amendment to these policies.
2. Budget Contingency: The City shall maintain a budget contingency reserve within the General Fund equal to 2% of budgeted operating revenues.
3. Insurance Deductible Reserve: The City shall maintain an insurance reserve within the General Fund to be used for potential substantial events that cause damage to the City's fixed assets and/or infrastructure.

D. Equipment and Vehicle Replacement Reserves

The City will maintain fully funded reserves for the replacement of vehicles, computer equipment, and equipment identified on the City's fixed asset listing. Contributions will be made through assessments to the using funds and maintained on a per asset basis.

E. City Street Fund Reserve

The City shall maintain an operating reserve within the City's Street Fund an amount equal to 20% of annually budgeted operating revenues.

F. Surface Water Utility Fund Reserve

The City shall maintain an operating reserve within the Surface Water Utility Fund an amount equal to no less than 20% of budgeted operating revenues.

VI. CAPITAL IMPROVEMENT PROGRAM PLAN POLICIES

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

A. Relationship of Long-Range Plans to the CIP

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

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

exceptions, but they are relatively small when compared to the other major areas of expenditure noted above.

B. CIP Coordination Team

A CIP Coordination Team is a cross-departmental team which participates in the review and recommendation of the CIP program to the City Manager. The Team will review proposed capital projects in regards to accurate costing (design, capital, and operating), congruence with City objectives, and prioritize projects by a set of deterministic criteria. The Finance Director, or his/her designee, will serve as the lead for the team.

C. Establishing CIP Priorities

The City uses the following basic CIP project prioritization and selection process:

1. Each CIP program area establishes criteria to be used in the prioritization of specific projects submitted for funding. These specific criteria are developed by staff in conjunction with City Council priorities and input from citizens, associated City boards and commissions. The criteria are identified in the City's budget document. The City has divided its CIP projects into the following program areas: General Facilities & Parks Capital Projects, Roads Capital Projects, and Surface Water Capital Projects.
2. Designated personnel within City departments recommend project expenditure plans to the Finance Department. The project expenditure plans include all capital costs and any applicable maintenance and operation expenditures along with a recommended funding source.
3. The CIP Coordination Team evaluates the various CIP projects and selects those with the highest priority based on input from citizens, project stakeholders, appropriate advisory committees, and City Council goals.
4. A Preliminary CIP Plan is developed by the Finance Department and is recommended to the City Council by the City Manager.
5. The City Council reviews the Operating and Preliminary CIP Plan, holds a public hearing(s) on the plan, makes their desired alterations, and then officially adopts the CIP and establishes related appropriations as a part of the City's budget.
6. Within the available funding, the highest priority projects are then selected and funded in the CIP.

D. Types of Projects Included in the CIP Plan

The CIP Plan will display, to the maximum extent possible, all major capital projects in which the City is involved. It is difficult to define precisely what characteristics a project should have before it is included in the CIP Plan for the public's and City Council's review and approval. While the following criteria may be used as a general guide to distinguish among projects which should be included or excluded from the CIP Plan, there are always exceptions which require management's judgment. Therefore, the City Manager has the administrative authority to determine which projects should be included in the CIP Plan and which projects are more appropriately contained in the City's operating budget.

For purposes of the CIP Plan, a CIP project is generally defined to be any project that possesses all of the following characteristics:

1. Exceeds an estimated cost of $10,000;
2. Involves totally new physical construction, reconstruction designed to gradually and systematically replace an existing system on a piecemeal basis, replacement of a major component of an existing facility, or acquisition of land or structures; and
3. Involves City funding in whole or in part, or involves no City funds but is the City's responsibility for implementing, such as a 100% grant-funded project or 100% Local Improvement District funded project.

4. Involves the skills and construction needs beyond those needed for a general repair and maintenance project.

These should be considered general guidelines. Any project in excess of $25,000 meeting the criteria of (2), (3) and (4) above, or various miscellaneous improvements of a like nature whose cumulative total exceeds $25,000 (i.e., street overlays) should be considered as part of the CIP process.

Program area managers are responsible for the cost estimates of their proposed programs, including future maintenance and operations costs related to the implementation of completed projects.

E. Scoping and Costing Based on Predesign Study
For some projects it is difficult to develop accurate project scopes, cost estimates, and schedules on which no preliminary engineering or community contact work has been done. To address this problem, some projects are initially proposed and funded only for preliminary engineering and planning work. This funding will not provide any monies to develop final plans, specifications, and estimates to purchase rights-of-way or to construct the projects. Future project costs are refined through the predesign study process.

F. Required Project Features and Financial Responsibility: If a proposed project will cause a direct impact on other publicly-owned facilities, an equitable shared and funded cost plan must be coordinated between the affected program areas.

G. Predictability of Project Timing, Cost and Scope: The predictability of timing and costs of projects is important to specific private developments, such as the provision of street improvements or the extension of major sewer lines or water supply, without which development could not occur. These projects generally involve significant financial contributions from such private development through developer extension agreements, LIDs, and other means. Once a project has been approved by the City Council in the CIP, project scheduling is a priority to maintain.

The City Council authorizes the City Manager to administratively approve the acceleration of project schedules so long as they can be accomplished within budgeted and any allowable contingency expenditures, with the understanding that all controversial issues will be brought before the City Council. All project additions or deletions must be approved by the City Council.

H. CIP Maintenance and Operating Costs: CIP projects, as approved by the City Council, shall have a funding plan for maintenance and operating costs identified in the project description. These costs will be included in the City's long-term financial planning.

I. Local Improvement Districts (LID)
Examples of when future LIDs may be formed are as follows: 1) where old agreements exist, committing property owners to LID participation on future projects; 2) when a group of property owners wish to accelerate development of a certain improvement; 3) when a group of property owners desire a higher standard of improvement than the City's project contemplates; or 4) when a group of property owners request City assistance in LID formation to fund internal neighborhood transportation facilities improvements, which may or may not have City funding involved. If City funding is proposed by the project sponsors (property owners), they shall so request of the City Council (through the City Clerk) in writing before any LID promotion activity begins. The City Manager shall analyze such request and report his conclusions and recommendation to Council for their consideration. The Council shall by motion affirm or deny the recommendation. The

Council's affirmative motion to financially participate shall expire in 180 days, unless the project sponsors have submitted a sufficient LID petition by that time.

In the event that the request is for street resurfacing in advance of the City's normal street resurfacing cycle, the City's contribution, if any, will be determined based on a recommendation from the Public Work's Department and a financial analysis of the impact of completing the project prior to the City's original timeline.

On capital projects whose financing depends in part on an LID, interim financing will be issued to support the LID's portion of the project budget at the same time or in close proximity to the issuance of the construction contract. The amount of the interim financing shall be the current estimate of the final assessment roll as determined by the administering department.

In the event that the project is 100% LID funded, interim financing shall be issued either in phases (i.e., design phase and construction phase) or up front in the amount of the entire estimated final assessment roll, whichever means is estimated to provide the lowest overall cost to the project as determined by the Finance Department.

The City will recapture direct administrative costs incurred by the City for the LID project by including these in the preliminary and final assessment roles.

J. Preserve Existing Capital Infrastructure Before Building New Facilities: It is the City's policy to ensure that adequate resources are allocated to preserve the City's existing infrastructure before targeting resources toward building new facilities that also have maintenance obligations. This policy addresses the need to protect the City's historical investment in capital facilities and to avoid embarking on a facility enhancement program which, together with the existing facilities, the City cannot afford to adequately maintain.

K. New Facilities Should Be of High Quality, Low Maintenance, Least Cost: The intent of this policy is to guide the development and execution of the CIP Plan through an emphasis on lowest life-cycle cost. Projects should only be built if the necessary funding to operate them is provided. Also, priority is given to new facilities that have minimal ongoing maintenance costs so as to limit the impact upon both the CIP and the operating budget.

L. Public Input at All Phases of Projects: The City makes a serious commitment to public involvement. The City's long-range plans are developed through an extensive citizen involvement program.

M. Basis for Project Appropriations: During the City Council's CIP Plan review, the City Council will appropriate the full estimated project cost for all projects in the CIP Plan. Subsequent adjustments to appropriation levels for amendments to the CIP Plan may be made by the City Council at any time.

N. Balanced CIP Plan: The CIP Plan is a balanced six-year plan. This means that for the entire six-year period, revenues will be equal to project expenditures in the plan. It is anticipated that the plan will have more expenditures than revenues in single years of the plan, but this imbalance will be corrected through the use of interim financing, if actually needed. Over the life of the six-year plan, however, all planned interim debt will be repaid and all plan expenditures, including interest costs on interim debt will be provided for with identified revenues. Any project funding plan, in which debt is not retired within the current six-year plan, must have specific City Council approval.

O. Use of Debt in the CIP: The CIP is viewed as a long-term program that will continually address capital requirements far into the future. As such, the use of long-term debt

should be minimized, allowing the City to put money into actual projects that benefit Shoreline residents and businesses rather than into interest payments to financial institutions. There may be exceptions to this policy for extraordinary circumstances, where voted or non-voted long-term debt must be issued to achieve major City goals that otherwise could not be achieved, or would have to wait an unacceptably long time. Issuance of long-term debt must receive City Council authorization.

Staff monitors CIP cash flow regularly and utilizes fund balances to minimize the amount of borrowing required. Funds borrowed for cash flow purposes are limited to short-term obligations. Projected financing costs are included within a project in the administrative program area.

P. Finance Director's Authority to Borrow: The Finance Director is authorized to initiate interim and long-term borrowing measures, as they become necessary, as identified in the CIP Plan and approved by the City Council.

Q. CIP Plan Update and Amendment: The CIP Plan will be updated at least annually. The City Council may amend the CIP Plan at any time if a decision must be made and action must be taken before the next CIP review period. All project additions or deletions must be approved by the City Council.

R. Formalization of Monetary Agreements: All agreements between the City and outside jurisdictions, where resources are exchanged shall be in writing specifying the financial terms of the agreement, the length of the agreement, and the timing of any required payments (i.e., Joint CIP projects where the City is the lead agency, grant funded projects, etc.). Formalization of these agreements will protect the City's interests. Program areas shall make every effort to promptly request any reimbursements that are due the City. Where revenues from outside jurisdictions are ongoing, these requests shall be made at least quarterly, unless alternative arrangements are approved by the City Manager or City Council.

S. Applicable Project Charges: CIP projects should reflect all costs that can be clearly shown to be necessary and applicable. Staff charges to CIP projects will be limited to time spent actually working on those projects and shall include an overhead factor to cover the applicable portion of that person's operating cost.

VII. DEBT POLICY

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

A. To limit the use of debt so that debt service payments will be a predictable and manageable part of the operating budget.
B. To raise capital at the lowest cost, consistent with the need to borrow. This will be accomplished by:

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

General Debt Policies

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

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

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

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

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

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

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

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

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

The City may rely on a local improvement district program for certain local or neighborhood street improvements.

The City will use interfund borrowing where such borrowing is cost effective to both the borrowing and the lending fund. Such borrowing shall implement Council directed policy in a simplified manner, such as borrowing associated with interim financing for local improvement district projects.

City of Shoreline
Range Placement Table
2.5% Between Ranges; 4% Between Steps

Salary Table 01 - EXEMPT

Mkt Adj: 1.45%
Effective: January 1, 2016

Range	Title	Salary	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
1		Annual	20,441	21,260	22,109	22,994	23,914	24,869
2		Annual	20,981	21,820	22,692	23,600	24,544	25,526
3		Annual	21,461	22,319	23,211	24,140	25,106	26,110
4		Annual	21,999	22,880	23,795	24,747	25,737	26,767
5		Annual	22,570	23,472	24,411	25,388	26,403	27,459
6		Annual	23,139	24,064	25,027	26,028	27,069	28,152
7		Annual	23,738	24,688	25,675	26,703	27,770	28,882
8		Annual	24,338	25,312	26,323	27,377	28,472	29,610
9		Annual	24,907	25,903	26,940	28,017	29,137	30,303
10		Annual	25,566	26,589	27,652	28,758	29,908	31,106
11		Annual	26,167	27,213	28,302	29,433	30,611	31,835
12		Annual	26,825	27,899	29,015	30,175	31,382	32,637
13		Annual	27,515	28,615	29,760	30,950	32,188	33,475
14		Annual	28,204	29,332	30,506	31,726	32,995	34,314
15		Annual	28,894	30,049	31,252	32,501	33,801	35,153
16		Annual	29,643	30,829	32,062	33,345	34,678	36,064
17		Annual	30,392	31,608	32,873	34,188	35,554	36,976
18		Annual	31,112	32,356	33,650	34,996	36,396	37,852
19		Annual	31,891	33,167	34,493	35,873	37,308	38,801
20		Annual	32,700	34,009	35,369	36,784	38,255	39,785
21		Annual	33,510	34,850	36,243	37,693	39,201	40,770
22		Annual	34,378	35,754	37,184	38,671	40,218	41,827
23		Annual	35,217	36,626	38,091	39,615	41,200	42,848
24		Annual	36,117	37,562	39,064	40,627	42,251	43,942
25		Annual	36,986	38,466	40,004	41,605	43,268	44,999
26		Annual	37,915	39,433	41,009	42,650	44,356	46,130
27		Annual	38,875	40,430	42,047	43,728	45,477	47,297
28		Annual	39,864	41,459	43,116	44,841	46,635	48,500
29		Annual	40,853	42,486	44,187	45,954	47,791	49,704
30		Annual	41,871	43,546	45,288	47,099	48,984	50,943
31		Annual	42,920	44,638	46,424	48,280	50,211	52,219
32		Annual	44,000	45,760	47,590	49,493	51,474	53,532

City of Shoreline
Range Placement Table Mkt Adj: 1.45%
2.5% Between Ranges; 4% Between Steps **Salary Table 01 - EXEMPT** Effective: January 1, 2016

Range	Title	Salary	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
33		Annual	45,109	46,913	48,790	50,741	52,771	54,881
34		Annual	46,218	48,066	49,989	51,988	54,068	56,232
35		Annual	47,357	49,251	51,221	53,269	55,400	57,616
36		Annual	48,585	50,529	52,550	54,652	56,838	59,112
37		Annual	49,754	51,745	53,814	55,967	58,206	60,533
38		Annual	50,984	53,023	55,144	57,350	59,643	62,029
39		Annual	52,272	54,363	56,538	58,798	61,151	63,597
40		Annual	53,591	55,735	57,964	60,283	62,694	65,202
41		Annual	54,939	57,137	59,422	61,799	64,272	66,843
42		Annual	56,318	58,571	60,915	63,350	65,885	68,520
43	Assistant Planner	Annual	57,727	60,037	62,437	64,936	67,533	70,234
44		Annual	59,167	61,532	63,994	66,554	69,216	71,985
45	Executive Assistant to the City Manager	Annual	60,635	63,060	65,582	68,205	70,934	73,771
46	Staff Accountant	Annual	62,133	64,619	67,204	69,891	72,687	75,594
47	Associate Planner	Annual	63,751	66,302	68,954	71,712	74,581	77,564
48	Budget Analyst Management Analyst Recreation Coordinator I	Annual	65,310	67,923	70,639	73,465	76,403	79,460
49	Parks & Rec Project Coordinator Emergency Management Coordinator Neighborhoods Coordinator	Annual	66,959	69,637	72,422	75,320	78,333	81,465
50		Annual	68,607	71,352	74,206	77,174	80,260	83,471
51	Web Developer Senior Planner	Annual	70,316	73,129	76,053	79,095	82,260	85,550
52	Customer Response Team Supervisor Development Review Engineer I Grants Coordinator Recreation Coordinator II CMO Management Analyst Senior Human Resources Analyst Senior Management Analyst Senior Budget Analyst Communication Program Coordinator	Annual	72,114	74,999	77,999	81,118	84,363	87,738
53	Network Administrator Construction Inspection Supervisor	Annual	73,912	76,869	79,944	83,141	86,467	89,926
54	PW Maintenance Supervisor	Annual	75,741	78,770	81,921	85,198	88,606	92,150
55	Capital Projects Manager I City Clerk	Annual	77,630	80,734	83,963	87,322	90,815	94,447
56	Engineer I: Traffic	Annual	79,607	82,791	86,104	89,547	93,129	96,854

City of Shoreline
Range Placement Table Mkt Adj: 1.45%
2.5% Between Ranges; 4% Between Steps **Salary Table 01 - EXEMPT** Effective: January 1, 2016

Range	Title	Salary	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
57	GIS Specialist	Annual	81,585	84,849	88,243	91,773	95,443	99,262
58		Annual	83,624	86,969	90,448	94,065	97,828	101,741
59	Recreation Superintendent 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 Engineer II: Surface Water IT Systems Analyst	Annual	85,722	89,150	92,716	96,425	100,282	104,294
60		Annual	87,850	91,364	95,018	98,819	102,771	106,883
61	Building Official	Annual	90,067	93,671	97,417	101,314	105,366	109,580
62	Assistant City Attorney Economic Development Program Mgr	Annual	92,315	96,008	99,849	103,842	107,997	112,316
63	City Traffic Engineer SW Utility & Environmental Svcs Manager	Annual	94,594	98,377	102,312	106,405	110,661	115,088
64		Annual	96,991	100,871	104,905	109,101	113,467	118,005
65	Engineering Manager Transportation Planning Manager	Annual	99,390	103,365	107,498	111,799	116,271	120,922
66	Information Systems Manager	Annual	101,877	105,952	110,190	114,597	119,181	123,950
67		Annual	104,455	108,633	112,978	117,497	122,197	127,085
68		Annual	107,032	111,313	115,767	120,397	125,212	130,220
69		Annual	109,729	114,119	118,683	123,431	128,368	133,503
70	Human Resources Director	Annual	112,457	116,956	121,633	126,499	131,558	136,822
71	City Engineer Utility and Operations Manager	Annual	115,275	119,885	124,681	129,668	134,855	140,250
72		Annual	118,182	122,909	127,826	132,938	138,257	143,786
73		Annual	121,119	125,963	131,002	136,243	141,692	147,360
74	Assistant City Manager Administrative Services Director Parks, Rec & Cultural Svcs Director Planning & Community Dev Director Public Works Director City Attorney	Annual	124,146	129,112	134,277	139,648	145,234	151,043
75		Annual	127,264	132,354	137,648	143,154	148,881	154,836

City of Shoreline
Range Placement Table
2.5% Between Ranges; 4% Between Steps **Salary Table 02 - NON-EXEMPT**

Mkt Adj: 1.45%
Effective: January 1, 2016

Range	Title	Hourly Rate	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
1		Hourly	9.83	10.23	10.62	11.06	11.49	11.96
2		Hourly	10.08	10.49	10.91	11.35	11.80	12.27
3		Hourly	10.32	10.73	11.16	11.61	12.07	12.56
4		Hourly	10.57	11.00	11.44	11.90	12.37	12.86
5		Hourly	10.86	11.29	11.73	12.20	12.69	13.20
6		Hourly	11.12	11.57	12.03	12.52	13.02	13.53
7		Hourly	11.41	11.87	12.34	12.83	13.35	13.89
8		Hourly	11.70	12.16	12.66	13.17	13.70	14.24
9		Hourly	11.98	12.46	12.95	13.46	14.01	14.57
10		Hourly	12.29	12.78	13.29	13.83	14.38	14.95
11		Hourly	12.58	13.09	13.61	14.15	14.72	15.31
12		Hourly	12.89	13.41	13.95	14.51	15.09	15.68
13	Lifeguard/Instructor II	Hourly	13.23	13.76	14.31	14.88	15.48	16.10
14		Hourly	13.56	14.10	14.66	15.25	15.86	16.51
15		Hourly	13.89	14.45	15.02	15.62	16.25	16.90
16		Hourly	14.25	14.82	15.42	16.03	16.67	17.34
17		Hourly	14.61	15.20	15.80	16.43	17.09	17.78
18		Hourly	14.95	15.55	16.18	16.82	17.49	18.20
19		Hourly	15.34	15.95	16.59	17.25	17.94	18.65
20		Hourly	15.71	16.34	17.00	17.68	18.39	19.12
21		Hourly	16.11	16.75	17.42	18.12	18.85	19.60
22		Hourly	16.54	17.20	17.88	18.59	19.34	20.11
23		Hourly	16.93	17.61	18.31	19.04	19.80	20.60
24	Senior Lifeguard	Hourly	17.36	18.06	18.79	19.53	20.31	21.13
25		Hourly	17.78	18.49	19.22	20.01	20.80	21.64
26		Hourly	18.23	18.96	19.71	20.51	21.32	22.18
27		Hourly	18.69	19.44	20.22	21.02	21.86	22.73
28		Hourly	19.16	19.93	20.73	21.56	22.42	23.31
29		Hourly	19.64	20.42	21.24	22.09	22.98	23.89
30		Hourly	20.13	20.93	21.77	22.64	23.56	24.49
31	Teen Program Assistant Administrative Assistant I Recreation Assistant I	Hourly	20.63	21.46	22.32	23.21	24.15	25.11
32		Hourly	21.15	21.99	22.89	23.79	24.74	25.74
33		Hourly	21.69	22.55	23.46	24.39	25.37	26.39

City of Shoreline
Range Placement Table
2.5% Between Ranges; 4% Between Steps **Salary Table 02 - NON-EXEMPT**

Mkt Adj: 1.45%
Effective: January 1, 2016

Range	Title	Hourly Rate	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
34	Public Works Maintenance Worker I Parks Maintenance Worker I	Hourly	22.23	23.11	24.03	24.99	25.99	27.04
35	Finance Technician Administrative Assistant II Recreation Assistant II	Hourly	22.77	23.68	24.63	25.61	26.63	27.70
36		Hourly	23.35	24.29	25.27	26.28	27.32	28.42
37	Accounts Payable/Payroll Technician Legal Assistant	Hourly	23.91	24.88	25.87	26.91	27.99	29.10
38	Technical Assistant Facilities Maintenance Worker I	Hourly	24.51	25.49	26.51	27.57	28.68	29.83
39	Environmental Programs Assistant 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 Communication Assistant	Hourly	25.14	26.13	27.18	28.26	29.40	30.58
40	Engineering Technician	Hourly	25.77	26.79	27.87	28.98	30.14	31.35
41	Surface Water Quality Specialist	Hourly	26.42	27.47	28.58	29.70	30.90	32.14
42	Deputy City Clerk Facilities Maintenance Worker II	Hourly	27.08	28.16	29.29	30.46	31.67	32.94
43	Environmental Educator CRT Representative	Hourly	27.76	28.86	30.02	31.22	32.46	33.77
44	Senior Engineering Technician Traffic Signal Technician Senior Facilities Maintenance Worker Sr. Public Works Maintenance Worker Senior Parks Maintenance Worker	Hourly	28.45	29.58	30.76	31.99	33.28	34.60
45		Hourly	29.16	30.32	31.54	32.80	34.11	35.47
46	Code Enforcement Officer Computer Network Specialist Plans Examiner I	Hourly	29.88	31.06	32.31	33.60	34.95	36.34
47	Associate Planner Construction Inspector	Hourly	30.65	31.88	33.14	34.48	35.85	37.29
48		Hourly	31.40	32.66	33.97	35.31	36.74	38.20
49	Neighborhoods Coordinator	Hourly	32.19	33.48	34.82	36.22	37.66	39.17
50	Plans Examiner II Combination Inspector	Hourly	32.98	34.30	35.68	37.10	38.59	40.13
51		Hourly	33.81	35.16	36.56	38.02	39.56	41.13
52		Hourly	34.67	36.07	37.50	39.01	40.56	42.18
53		Hourly	35.54	36.96	38.44	39.97	41.57	43.24
54	Plans Examiner III	Hourly	36.41	37.87	39.38	40.97	42.60	44.30
55		Hourly	37.32	38.81	40.37	41.98	43.66	45.41

City of Shoreline
Range Placement Table
2.5% Between Ranges; 4% Between Steps

Salary Table 02 - NON-EXEMPT

Mkt Adj: 1.45%
Effective: January 1, 2016

Range	Title	Hourly Rate	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
56		Hourly	38.27	39.80	41.40	43.06	44.78	46.57
57		Hourly	39.22	40.79	42.43	44.12	45.90	47.72
58		Hourly	40.20	41.81	43.48	45.22	47.04	48.92
59		Hourly	41.21	42.86	44.58	46.35	48.22	50.15
60		Hourly	42.23	43.93	45.68	47.51	49.42	51.38
61		Hourly	43.30	45.03	46.83	48.71	50.65	52.68
62		Hourly	44.38	46.16	48.01	49.93	51.92	54.00
63		Hourly	45.48	47.30	49.18	51.16	53.20	55.33
64		Hourly	46.64	48.49	50.43	52.45	54.56	56.73
65		Hourly	47.78	49.69	51.69	53.75	55.90	58.14
66		Hourly	48.98	50.94	52.98	55.09	57.30	59.59
67		Hourly	50.22	52.24	54.32	56.49	58.75	61.10
68		Hourly	51.46	53.51	55.66	57.88	60.19	62.61
69		Hourly	52.75	54.86	57.06	59.35	61.71	64.18
70		Hourly	54.07	56.22	58.48	60.81	63.25	65.78
71		Hourly	55.42	57.63	59.95	62.34	64.83	67.42
72		Hourly	56.81	59.08	61.46	63.91	66.47	69.13
73		Hourly	58.23	60.56	62.98	65.51	68.12	70.85
74		Hourly	59.68	62.08	64.55	67.14	69.83	72.62
75		Hourly	61.18	63.63	66.18	68.82	71.57	74.44

2016 Extra Help Pay Table - Non-Exempt Positions

Range	Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
A	Day Camp Leader Special Events Attendant	9.61	9.85	10.10	10.35	10.61	10.88
B	Building Monitor Indoor Playground Attendant Sr. Day Camp Leader Teen Program Leader	10.04	10.29	10.55	10.82	11.09	11.37
C	Special Events Assistant Special Events Monitor	10.49	10.75	11.02	11.31	11.59	11.88
D		10.96	11.23	11.52	11.82	12.11	12.41
E	Lifeguard/Swim Instructor Undergraduate Intern	11.45	11.74	12.04	12.35	12.65	12.97
F		11.97	12.27	12.58	12.91	13.22	13.55
G	CIT Camp Director Front Desk Attendant Park Laborer Specialized Recreation Specialist	12.51	12.82	13.15	13.49	13.81	14.16
H	Afterschool Program Site Director	13.07	13.40	13.74	14.10	14.43	14.80
I	Camp Excel Specialist Event Manager	13.66	14.00	14.36	14.73	15.08	15.47
J		14.27	14.63	15.01	15.39	15.76	16.17
K		14.91	15.29	15.69	16.08	16.47	16.90
L	Engineering Support Senior Lifeguard	15.58	15.98	16.40	16.80	17.21	17.66
M		16.28	16.70	17.14	17.56	17.98	18.45
N		17.01	17.45	17.91	18.35	18.79	19.28
O		17.78	18.24	18.72	19.18	19.64	20.15
P	Computer Support GIS Support	18.58	19.06	19.56	20.04	20.52	21.06
Q		19.42	19.92	20.44	20.94	21.44	22.01
R	PW Flagger / Street Maintenance	20.29	20.82	21.36	21.88	22.40	23.00
S	Facilities Maintenance	21.20	21.76	22.32	22.86	23.41	24.04
T	Public Disclosure Specialist	22.15	22.74	23.32	23.89	24.46	25.12
U		23.15	23.76	24.37	24.97	25.56	26.25
V		24.19	24.83	25.47	26.09	26.71	27.43
W	Public Art Coordinator	25.28	25.95	26.62	27.26	27.91	28.66
X		26.42	27.12	27.82	28.49	29.17	29.95
Y		27.61	28.34	29.07	29.77	30.48	31.30
Z	Videographer	28.85	29.62	30.38	31.11	31.85	32.71
ZA	Expert Professional Inspector Instructor	9.61	A wide range for hiring expert professionals, inspectors and instructors at the prevailing rate.				35.00

Table Structure: Range A Step 1 (A1) is increased annually by the same cost of living adjustment (COLA) for regular employees provided that COLA does not exceed 90% of CPI and the resulting rate is not less than the Washington State Minimum wage. Otherwise, the City Manager will make a recommendation considering the totality of the circumstances. Ranges and steps are mathematically derived from A1, 4.5% apart vertically and 2.5% apart horizontally except for range ZA.

Approval of Position Placement within the Table: Human Resources recommends and the City Manager approves placement of a position within the pay table.

Approval of the Table Rates: The City Manager recommends and the City Council approves the table when adopting the budget. A rate in excess of range ZA Step 6 requires City Council approval.

Implementation: An employee that works in a job classification that provides year-round service and who has not had a break in service and whose pay prior to implementation 5/10/2015 exceeds step 6, shall be Y-Rated. A break in service is defined as terminating employment or not working any hours for four consecutive pay periods.

2016 City of Shoreline Budgeted Positions and FTE's

Department	Job Title	Position Count	FTE Count
City Council	Mayor	1	0.00
City Council	Deputy Mayor	1	0.00
City Council	Councilmember	5	0.00
	Department Total	7	0.00
City Manager	City Manager	1	1.00
City Manager	Assistant City Manager	1	1.00
City Manager	CMO Management Analyst	1	1.00
City Manager	Communications Program Coordinator	1	1.00
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	Communications Assistant	1	1.00
City Manager	City Clerk	1	1.00
City Manager	Deputy City Clerk	1	1.00
City Manager	Records Coordinator	1	1.00
City Manager	Economic Development Program Manager	1	1.00
City Manager	Intergovernmental Programs Manager	1	1.00
	Department Total	13	13.00
Community Services	Community Services Manager	1	1.00
Community Services	Grants Coordinator (Position Count reflected in ASD)	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	2.00
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	8.68
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	Information Systems Manager	1	1.00
Administrative Services	Administrative Assistant II	1	1.00
Administrative Services	Central Services Manager	1	1.00
Administrative Services	Finance Technician	1	0.63
Administrative Services	Buyer	1	1.00
Administrative Services	AP/Payroll Technician	1	1.00
Administrative Services	Payroll Officer	1	1.00

2016 City of Shoreline Budgeted Positions and FTE's

Department	Job Title	Position Count	FTE Count
Administrative Services	Staff Accountant	1	1.00
Administrative Services	Budget Analyst	1	1.00
Administrative Services	Budget Lead	1	1.00
Administrative Services	Grants Coordinator	1	0.82
Administrative Services	Administrative Assistant III	1	1.00
Administrative Services	IT Systems Analyst	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	GIS Specialist	1	1.00
Administrative Services	Network Administrator	1	1.00
Administrative Services	Computer/Network Specialist	1	1.00
Administrative Services	IT Project Manager***	1	1.00
	Department Total	23.00	22.45
	***3-Year term limited IT Project Manager Starting in 2016*		
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	2	1.83
Parks & Recreation	Recreation Coordinator II	2	2.00
Parks & Recreation	Administrative Assistant I	2	1.50
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	2	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	1.80
Parks & Recreation	Parks Maintenance Worker II	5	5.00
Parks & Recreation	Parks and Recreation Project Coordinator	1	1.00
Parks & Recreation	Teen Program Assistant	3	2.88
Parks & Recreation	Senior Lifeguard	4	3.08
	Department Total	33	30.48
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

2016 City of Shoreline Budgeted Positions and FTE's

Department	Job Title	Position Count	FTE Count
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	Assistant Planner	1	1.00
Planning & Community Development	Plans Examiner II	1	1.00
Planning & Community Development	Plans Examiner III	1	1.00
Planning & Community Development	Structural Review 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	3	3.00
Planning & Community Development	Administrative Assistant II	1	1.00
Planning & Community Development	Administrative Assistant III	1	1.00
	Department Total	22	22.00
Public Works	Public Works Director	1	1.00
Public Works	City Engineer	1	1.00
Public Works	Senior Management Analyst	1	1.00
Public Works	Engineering Manager	1	1.00
Public Works	Transportation Planning Manager	1	1.00
Public Works	Capital Projects Manager II	3	3.00
Public Works	Engineer II: Surface Water	1	1.00
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	Utility and 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 Utility & Env. Svcs. Manager	1	1.00
Public Works	Administrative Assistant II	3	3.00
Public Works	Administrative Assistant III	1	1.00
Public Works	Engineering Technician	3	3.00
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	Construction Inspector	2	2.00
	Department Total	40	40.00
	Total City Personnel	154	142.60

City of Shoreline
Fee Schedules

3.01.010 Planning and Community Development

Type of Permit Application	2015 Fee Schedule	2016 Fee Schedule
	Fee Based on $158.75 Per Hour	Fee Based on $161.25 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 ($158.75 per hour)	1 hour minimum ($161.25 per hour)
2. $7,001 - $25,000	$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)	$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	$397 for the first $25,000.00 + $11 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	$672 for the first $50,000.00 + $9 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	$1,122 for the first $100,000.00 + $7 for each additional $1,000.00, or fraction thereof, to and including $500,000.00.	$1,122 for the first $100,000.00 + $7 for each additional $1,000.00, or fraction thereof, to and including $500,000.00.
6. $500,001 - $1,000,000	$3,922 for the first $500,000.00 + $5 for each additional $1,000.00, or fraction thereof, to and including $1,000,000.00.	$3,922 for the first $500,000.00 + $5 for each additional $1,000.00, or fraction thereof, to and including $1,000,000.00.
7. $1,000.001 +	$6,422 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 $793.75	Hourly rate, 5 Hour Minimum $806.25
10. Civil Plan Review, Residential (if applicable)	Hourly rate, 3 Hour Minimum $476.25	Hourly rate, 3 Hour Minimum $483.75
11. Floodplain Permit	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
12. Floodplain Variance	Hourly rate, 3 Hour Minimum $476.25	Hourly rate, 3 Hour Minimum $483.75
13. Demolition, Commercial	Hourly rate, 3 Hour Minimum $476.25	Hourly rate, 3 Hour Minimum $483.75
14. Demolition, Residential	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
B. ELECTRICAL		
1. Electrical Permit	Permit fee described in WAC 296-46B-905, plus a 20% administrative fee	Permit fee described in WAC 296-46B-905, plus a 20% administrative fee
C. FIRE - CONSTRUCTION		
1. Automatic Fire Alarm System:		
a. Existing System		
New or relocated devices up to 5	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
New or relocated devices 6 up to 12	Hourly rate, 3-hour minimum $476.25	Hourly rate, 3-hour minimum $483.75
Each additional new or relocated device over 12	$6.50 per device	$6.50 per device
b. New System	Hourly rate, 4-hour minimum $635	Hourly rate, 4-hour minimum $645
c. Each additional new or relocated device over 30	$6.50 per device	$6.50 per device
2. Fire Extinguishing Systems:		
a. Commercial Cooking Hoods		
1 to 12 flow points	Hourly rate, 3-hour minimum $476.25	Hourly rate, 3-hour minimum $483.75
More than 12	Hourly rate, 4-hour minimum $635	Hourly rate, 4-hour minimum $645
Other Fixed System Locations	Hourly rate, 4-hour minimum $635	Hourly rate, 4-hour minimum $645
3 Fire Pumps:		
a. Commercial Systems	Hourly rate, 4-hour minimum $635	Hourly rate, 4-hour minimum $645

City of Shoreline
Fee Schedules

Type of Permit Application	2015 Fee Schedule	2016 Fee Schedule
	Fee Based on $158.75 Per Hour	Fee Based on $161.25 Per Hour
4. Commercial Flammable/Combustible Liquids:		
a. Aboveground Tank Installations		
First tank	Hourly rate, 2-hour minimum $317.50	Hourly rate, 2-hour minimum $322.50
Additional	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
b. Underground Tank Installations		
First tank	Hourly rate, 2-hour minimum $317.50	Hourly rate, 2-hour minimum $322.50
Additional	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
c. Underground Tank Piping (with new tank)	Hourly rate, 2-hour minimum $317.50	Hourly rate, 2-hour minimum $322.50
d. Underground Tank Piping Only (vapor recovery)	Hourly rate, 3-hour minimum $476.25	Hourly rate, 3-hour minimum $483.75
e. Underground Tank Removal		
First tank	Hourly rate, 2-hour minimum $317.50	Hourly rate, 2-hour minimum $322.50
Additional Tank	Hourly rate, 0.5 Hours $79.38 per additional tank	Hourly rate, 0.5 Hours $80.63 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 $317.50	Hourly rate, 2-hour minimum $322.50
6. High-Piled Storage:		
a. Class I – IV Commodities:		
501 – 2,500 square feet	Hourly rate, 2-hour minimum $317.50	Hourly rate, 2-hour minimum $322.50
2,501 – 12,000 square feet	Hourly rate, 3-hour minimum $476.25	Hourly rate, 3-hour minimum $483.75
Over 12,000 square feet	Hourly rate, 4-hour minimum $635	Hourly rate, 4-hour minimum $645
b. High Hazard Commodities:		
501 – 2,500 square feet	Hourly rate, 3-hour minimum $476.25	Hourly rate, 3-hour minimum $483.75
Over 2,501 square feet	Hourly rate, 5-hour minimum $793.75	Hourly rate, 5-hour minimum $806.25
7. Underground Fire Mains and Hydrants	Hourly rate, 3-hour minimum $476.25	Hourly rate, 3-hour minimum $483.75
8. Industrial Ovens:		
Class A or B Furnaces	Hourly rate, 2-hour minimum $317.50	Hourly rate, 2-hour minimum $322.50
Class C or D Furnaces	Hourly rate, 4-hour minimum $635	Hourly rate, 4-hour minimum $645
9. LPG (Propane) Tanks:		
Commercial, less than 500-Gallon Capacity	Hourly rate, 2-hour minimum $317.50	Hourly rate, 2-hour minimum $322.50
Commercial, 500-Gallon+ Capacity	Hourly rate, 3-hour minimum $476.25	Hourly rate, 3-hour minimum $483.75
Residential 0 – 500-Gallon Capacity	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
Spray Booth	Hourly rate, 4-hour minimum $635	Hourly rate, 4-hour minimum $645
10. Sprinkler Systems (each riser):		
a. New Systems	Hourly rate, 5-hour minimum $793.75, plus $3.00 per head	Hourly rate, 5-hour minimum $806.25, plus $3.00 per head
b. Existing Systems		
1 – 10 heads	Hourly rate, 3-hour minimum $476.25	Hourly rate, 3-hour minimum $483.75
11 – 20 heads	Hourly rate, 4-hour minimum $635	Hourly rate, 4-hour minimum $645
More than 20 heads	Hourly rate, 5-hour minimum $793.75, plus $3.00 per head	Hourly rate, 5-hour minimum $806.25, plus $3.00 per head
c. Residential (R-3) 13-D System		
1 – 30 heads	Hourly rate, 3-hour minimum $476.25	Hourly rate, 3-hour minimum $483.75
More than 30 heads	Hourly rate, 3-hour minimum $476.25, plus $3.00 per head	Hourly rate, 3-hour minimum $483.75, plus $3.00 per head
Voluntary 13-D Systems in residencies when not otherwise required	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
11. Standpipe Systems	Hourly rate, 4-hour minimum $635	Hourly rate, 4-hour minimum $645
12. Emergency Power Supply Systems:		
10 kW - 50 kW	Hourly rate, 3-hour minimum $476.25	Hourly rate, 3-hour minimum $483.75
> 50 kW	Hourly rate, 5-hour minimum $793.75	Hourly rate, 5-hour minimum $806.25
13. Temporary Tents and Canopies	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25

City of Shoreline
Fee Schedules

Type of Permit Application	2015 Fee Schedule	2016 Fee Schedule
	Fee Based on $158.75 Per Hour	Fee Based on $161.25 Per Hour
D. MECHANICAL		
1. Residential Mechanical System	Hourly rate, 1-hour minimum ($158.75) (including 4 pieces of equipment), $11.50 per piece of equipment over 4	Hourly rate, 1-hour minimum ($161.25) (including 4 pieces of equipment), $11.50 per piece of equipment over 4
2. Commercial Mechanical System	Hourly rate, 3-hour minimum ($476.25) (including 4 pieces of equipment), $11.50 per piece of equipment over 4	Hourly rate, 3-hour minimum ($483.75) (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 $158.75	Hourly rate, 1-hour minimum $161.25
E. PLUMBING		
1. Plumbing System	Hourly rate, 1-hour minimum ($158.75) (including 4 fixtures), $11.50 per fixture over 4	Hourly rate, 1-hour minimum ($161.25) (including 4 fixtures), $11.50 per fixture over 4
2. Gas Piping System standalone permit	Hourly rate, 1-hour minimum ($158.75) (including 4 outlets), $11.50 per outlet over 4	Hourly rate, 1-hour minimum ($161.25) (including 4 outlets), $11.50 per outlet over 4
3. Gas Piping as part of a plumbing or mechanical permit	$11.50 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 ($158.75) (including 4 devices), $11.50 per devices over 4	Hourly rate, 1-hour minimum ($161.25) (including 4 devices), $11.50 per devices over 4
5. Backflow Prevention Device as part of a plumbing systems permit	$11.50 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 $1,587.50	Hourly rate, 10-hour minimum $1,612.50
2. Multifamily/Commercial	Hourly rate, 15-hour minimum $2,381.25	Hourly rate, 15-hour minimum $2,418.75
3. Environmental Impact Statement Review	Hourly rate, 35-hour minimum $5,556.25	Hourly rate, 35-hour minimum $5,643.75
G. LAND USE		
1. Accessory Dwelling Unit	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
2. Administrative Design Review	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
3. Adult Family Home	Hourly rate, 2-1/2-hour minimum $396.88	Hourly rate, 2-1/2-hour minimum $403.13
4. Comprehensive Plan Amendment – Site Specific	Hourly rate, 60-hour minimum ($9,525), plus public hearing ($2,437.50)	Hourly rate, 60-hour minimum ($9,675), plus public hearing ($2,476.75)
5. Conditional Use Permit (CUP)	Hourly rate, 30-hour minimum $4,762.50	Hourly rate, 30-hour minimum $4,837.50
6. Critical Areas Reasonable Use Permit (CARUP)	Hourly rate, 60-hour minimum ($9,525), plus public hearing ($2,437.50)	Hourly rate, 60-hour minimum ($9,675), plus public hearing ($2,476.75)
7. Critical Areas Special Use Permit (CASUP)	Hourly rate, 60-hour minimum ($9,525), plus public hearing ($2,437.50)	Hourly rate, 60-hour minimum ($9,675), plus public hearing ($2,476.75)
8. Historic Landmark Review	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
9. Bed and Breakfast, Boarding House	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
10. Interpretation of Development Code	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
11. Master Plan	Hourly rate, 60-hour minimum ($9,525), plus public hearing ($2,437.50)	Hourly rate, 60-hour minimum ($9,675), plus public hearing ($2,476.75)
12. Planned Action Determination	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
13. Rezone	Hourly rate, 60-hour minimum ($9,525), plus public hearing ($2,437.50)	Hourly rate, 60-hour minimum ($9,675), plus public hearing ($2,476.75)
14. SCTF Special Use Permit (SUP)	Hourly rate, 60-hour minimum ($9,525), plus public hearing ($2,437.50)	Hourly rate, 60-hour minimum ($9,675), plus public hearing ($2,476.75)
15. Sign Permit	Hourly rate, 2-hour minimum $317.50	Hourly rate, 2-hour minimum $322.50
16. Special Use Permit	Hourly rate, 60-hour minimum ($9,525), plus public hearing ($2,437.50)	Hourly rate, 60-hour minimum ($9,675), plus public hearing ($2,476.75)
17. Street Vacation	Hourly rate, 60-hour minimum ($9,525), plus public hearing ($2,437.50)	Hourly rate, 60-hour minimum ($9,675), plus public hearing ($2,476.75)
18. Temporary Use Permit (TUP)	Hourly rate, 2-hour minimum $317.50	Hourly rate, 2-hour minimum $322.50
19. Variance - Engineering Standards	Hourly rate, 3-hour minimum $476.25	Hourly rate, 3-hour minimum $483.75
20. Variances - Zoning	Hourly rate, 30-hour minimum $4,762.50	Hourly rate, 30-hour minimum $4,837.50

City of Shoreline
Fee Schedules

Type of Permit Application	2015 Fee Schedule	2016 Fee Schedule
	Fee Based on $158.75 Per Hour	**Fee Based on $161.25 Per Hour**
H. MISCELLANEOUS FEES		
1. Critical area field signs	$6.50 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 $158.75	Hourly rate, 1-hour minimum $161.25
5. Multiple Family Tax Exemption Application Fee	Hourly rate, 3-hour minimum ($476.25) for processing land use permits plus current King County Assessors fee for administering the Multiple Family Tax Exemption program	Hourly rate, 3-hour minimum ($483.75) 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	$158.75	$161.25
7. Pre-application Meeting	**N/A**	**Mandatory pre-application meeting $483.75** **Optional pre-application meeting $161.25**
I. RIGHT-OF-WAY		
1. Right-of-Way Use	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
2. Right-of-Way Site	Hourly rate, 2-hour minimum $317.50	Hourly rate, 2-hour minimum $322.50
J. SHORELINE SUBSTANTIAL DEVELOPMENT		
1. Shoreline Conditional Permit Use	Hourly rate, 30-hour minimum $4,762.50	Hourly rate, 30-hour minimum $4,837.50
2. Shoreline Exemption	Hourly rate, 2-hour minimum $317.50	Hourly rate, 2-hour minimum $322.50
3. Shoreline Variance	Hourly rate, 30-hour minimum ($4,762.50), plus public hearing if required ($2,437.50)	Hourly rate, 30-hour minimum ($4,837.50), plus public hearing if required ($2,476.75)
Substantial Development Permit (based on valuation):		
1. up to $10,000	Hourly rate, 15-hour minimum $2,381.25	Hourly rate, 15-hour minimum $2,418.75
2. $10,000 to $500,000	Hourly rate, 34-hour minimum $5,397.50	Hourly rate, 34-hour minimum $5,482.50
3. over $500,000	Hourly rate, 60-hour minimum $9,525	Hourly rate, 60-hour minimum $9,675
K. SITE DEVELOPMENT		
1. Grading	Hourly rate, 3-hour minimum $476.25	Hourly rate, 3-hour minimum $483.75
2. Clearing	Hourly rate, 3-hour minimum $476.25	Hourly rate, 3-hour minimum $483.75
3. Tree Removal	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
4. Landscaping	Hourly rate, 3-hour minimum $476.25	Hourly rate, 3-hour minimum $483.75
5. Parking Lot	Hourly rate, 3-hour minimum $476.25	Hourly rate, 3-hour minimum $483.75
6. Subdivision Construction	Hourly rate, 12-hour minimum $1,905	Hourly rate, 12-hour minimum $1,935
L. SUBDIVISIONS		
1. Binding Site Plan	Hourly rate, 6-hour minimum $952.50	Hourly rate, 6-hour minimum $967.50
2. Lot Line Adjustment	Hourly rate, 3-hour minimum $476.25	Hourly rate, 3-hour minimum $483.75
3. Preliminary Short Subdivision	Hourly rate, 30-hour minimum ($4,762.50) for two-lot short subdivision plus 3-hour minimum ($476.25) for each additional lot	Hourly rate, 30-hour minimum ($4,837.50) for two-lot short subdivision plus 3-hour minimum ($483.75) for each additional lot
4. Final Short Subdivision	Hourly rate, 8-hour minimum $1,270	Hourly rate, 8-hour minimum $1,290
5. Preliminary Subdivision	Hourly rate, 39-hour minimum ($6,191.25) for five-lot subdivision plus 3-hour minimum ($476.25) for each additional lot, plus public hearing ($2,437.50)	Hourly rate, 39-hour minimum ($6,288.75) for five-lot subdivision plus 3-hour minimum ($483.75) for each additional lot, plus public hearing ($2,476.75)
6. Final Subdivision	Hourly rate, 30-hour minimum $4,762.50	Hourly rate, 30-hour minimum $4,837.50
7. Changes to Preliminary Short or Formal Subdivision	Hourly rate, 12-hour minimum $1,905	Hourly rate, 12-hour minimum $1,935

City of Shoreline
Fee Schedules

Type of Permit Application	2015 Fee Schedule	2016 Fee Schedule
	Fee Based on $158.75 Per Hour	Fee Based on $161.25 Per Hour
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 $158.75 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 $161.25 per hour, minimum of one hour.
2. Reinspection fees	Reinspection fees may be assessed if work is incomplete, corrections not completed or the allotted time is depleted. Fees will be assessed at $158.75 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 $161.25 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. 699 § 3 (Exh. A), 2014; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3, 2012; Ord. 646 § 2, 2012; Ord. 641 § 1, 2012; Ord. 629 § 1, 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 585 §§ 3(a), 3(b) (Exh. B), 2010; Ord. 563 § 3 (Exh. B), 2009; Ord. 528 § 3 (Exh. A), 2008; Ord. 486 § 3, 2007; Ord. 451 § 1, 2006; Ord. 426 § 4, 2006]

City of Shoreline
Fee Schedules

3.01.015 Transportation Impact Fees

ITE Code	Land Use Category/Description	2015 Fee Schedule Impact Fee Per Unit @ $6,124.77 per Trip		2016 Fee Schedule Impact Fee Per Unit @ $6,804.62 per Trip	
A. Rate Table					
90	Park-and-ride lot w/ bus svc	2,848.02	per parking space	3,164.15	per parking space
110	Light industrial	7.78	per square foot	8.64	per square foot
140	Manufacturing	5.86	per square foot	6.51	per square foot
151	Mini-warehouse	2.09	per square foot	2.32	per square foot
210	Single family house (includes townhouse and duplex)	5,567.41	per dwelling unit	6,185.39	per dwelling unit
220	Apartment (includes accessory dwelling unit)	3,607.49	per dwelling unit	4,007.92	per dwelling unit
230	Condominium	3,662.61	per dwelling unit	4,069.16	per dwelling unit
240	Mobile home park	2,601.80	per dwelling unit	2,890.60	per dwelling unit
251	Senior housing	1,190.65	per dwelling unit	1,322.81	per dwelling unit
255	Continuing care retirement	1,776.18	per dwelling unit	1,973.34	per dwelling unit
310	Hotel	3,722.02	per room	4,135.16	per room
320	Motel	2,965.00	per room	3,294.12	per room
444	Movie theater	11.67	per square foot	12.97	per square foot
492	Health/fitness club	15.37	per square foot	17.08	per square foot
530	School (public or private)	4.52	per square foot	5.02	per square foot
540	Junior/community college	11.82	per square foot	13.13	per square foot
560	Church	3.04	per square foot	3.38	per square foot
565	Day care center	29.19	per square foot	32.43	per square foot
590	Library	14.75	per square foot	16.39	per square foot
610	Hospital	7.15	per square foot	7.94	per square foot
710	General office	10.76	per square foot	11.95	per square foot
720	Medical office	19.55	per square foot	21.72	per square foot
731	State motor vehicles dept	94.21	per square foot	104.67	per square foot
732	United States post office	22.48	per square foot	24.98	per square foot
820	General retail and personal services (includes shopping center)	8.14	per square foot	9.04	per square foot
841	Car sales	14.97	per square foot	16.63	per square foot
850	Supermarket	22.23	per square foot	24.70	per square foot
851	Convenience market-24 hr	41.31	per square foot	45.90	per square foot
854	Discount supermarket	22.67	per square foot	25.19	per square foot
880	Pharmacy/drugstore	13.09	per square foot	14.54	per square foot
912	Bank	31.85	per square foot	35.39	per square foot
932	Restaurant: sit-down	22.97	per square foot	25.52	per square foot
934	Fast food	52.85	per square foot	58.72	per square foot
937	Coffee/donut shop	67.05	per square foot	74.49	per square foot
941	Quick lube shop	23,840.66	per service bay	26,486.97	per service bay
944	Gas station	21,679.38	per pump	24,085.79	per pump
948	Automated car wash	46.34	per square foot	51.48	per square foot

B. Administrative Fees		**2015 Fee Schedule**	**2016 Fee Schedule**
1	Administrative Fee - All Applicable Projects	$158.75	$176.37
2	Administrative Fee - Impact fee estimate/preliminary determination	Hourly rate, 1- hour minimum $158.75	Hourly rate, 1- hour minimum $176.37
3	Administrative Fee - Independent fee calculation	Hourly rate, 1- hour minimum $158.75	Hourly rate, 1- hour minimum $176.37

[Ord. 704 § 1, 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 690 § 2 (Exh B), 2014]

City of Shoreline
Fee Schedules

3.01.020 Fire - Operational

Type of Permit Application	2015 Fee Schedule	2016 Fee Schedule
	Fee Based on $158.75 Per Hour	Fee Based on $161.25 Per Hour
A. FIRE - OPERATIONAL		
1. Aerosol Products	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
2. Amusement Buildings	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
3. Carnivals and Fairs	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
4. Combustible Dust-Producing Operations	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
5. Combustible Fibers	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
6. Compressed Gases	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
7. Cryogenic Fluids	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
8. Cutting and Welding	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
9. Dry Cleaning (hazardous solvent)	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
10. Flammable/Combustible Liquid Storage/Handle/Use	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
11. Flammable/Combustible Liquid Storage/Handle/Use - (add'l specs)	Add'l fee based on site specs	Add'l fee based on site specs
12. Floor Finishing	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
13. Garages, Repair or Servicing - 1 to 5 Bays	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
14. Garages, Repair or Servicing - (add'l 5 Bays)	$88.50	$88.50
15. Hazardous Materials	Hourly rate, 3-hour minimum $476.25	Hourly rate, 3-hour minimum $483.75
16. Hazardous Materials (including Battery Systems 55 gal>)	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
17. High-Piled Storage	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
18. Hot Work Operations	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
19. Indoor Fueled Vehicles	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
20. Industrial Ovens	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
21. LP Gas-Consumer Cylinder Exchange	$88.50	$88.50
22. LP Gas-Retail Sale of 2.5 lb or less	$88.50	$88.50
23. LP Gas-Commercial Containers (Tanks)	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
24. LP Gas-Commercial Containers, Temporary (Tanks)	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
25. Lumber Yard	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
26. Misc Comb Material	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
27. Open Flames and Candles	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
28. Open Flames and Torches	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
29. Places of Assembly 50 to 100	$88.50	$88.50
30. Places of Assembly up to 500	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
31. Places of Assembly 501>	Hourly rate, 2-hour minimum $317.50	Hourly rate, 2-hour minimum $322.50
32. Places of Assembly (addt'l assembly areas)	$88.50	$88.50
33. Places of Assembly - A-5 Outdoor	$88.50	$88.50
34. Places of Assembly - Outdoor Pools	$88.50	$88.50
35. Places of Assembly - Open Air Stadiums	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
36. Pyrotechnic Special Effects Material	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
37. Pyrotechnic Special Effects Material (addt'l specs)	Add'l fee based on site specs	Add'l fee based on site specs
38. Refrigeration Equipment	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
39. Scrap Tire Storage	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
40. Spraying or Dipping	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
41. Waste Handling	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25
42. Wood Products	Hourly rate, 1-hour minimum $158.75	Hourly rate, 1-hour minimum $161.25

[Ord. 699 § 3 (Exh. A), 2014; Ord. 678 § 3 (Exh. A), 2013]

City of Shoreline
Fee Schedules

3.01.100 Animal Licensing and Service Fees

Annual License	2016 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. 699 § 3 (Exh. A), 2014; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3 (Exh. A), 2012; Ord. 595 § 3 (Att. B), 2011]

City of Shoreline
Fee Schedules

3.01.200 Business License Fees

License	2015 Fee Schedule	2016 Fee Schedule
A. BUSINESS LICENSE FEES - GENERAL		
1. Annual business license fee	$40.00	$40.00 Annual
The annual business license fee may be prorated as necessary to conform to SMC 5.05.060		
2. Penalty for late renewal as described in SMC 5.05.080	$20.00	$20.00 Annual
B. REGULATORY LICENSE FEES		
1. Regulated massage business	$199.25	$202.50 Per Year
2. Massage manager	$43.25	$44.00 Per Year
3. Public dance	$136.75	$139.00 Per Dance
4. Pawnbroker	$637.00	$647.25 Per Year
5. Secondhand Dealer	$61.00	$62.00 Per Year
6. Master solicitor	$125.00	$127.00 Per Year
7. Solicitor	$31.25	$31.75 Per Year
8. Collective Garden	$637.00 Per Year/plus additional $12.50 fee for background checks for each operator	$647.25 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	$637.00	$647.25 Per Year
10. Adult cabaret manager	$136.75	$139.00 Per Year
11. Adult cabaret entertainer	$136.75	$139.00 Per Year
Late fees for renewal of 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 Operator	$637.00 Per Year/plus additional $~~26~~**38** fee for fingerprint background checks for each operator	$647.25 Per Year/plus additional $~~26~~**38** fee for fingerprint background checks for each operator
13. Panoram premise	$261.50	$265.75 Per Year
14. Panoram device	$74.75	$76.00 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:		
Days Past Due		
7 - 30	10%	10%
31 - 60	25%	25%
61 and over	100%	100%
15. Duplicate Regulatory License	$6.00	$6.00

[Ord. 699 § 3 (Exh. A), 2014; Ord. 650 § 3 (Exh. A), 2012; Ord. 625 § 4, 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 585 §§ 3(a), 3(b) (Exh. B), 2010; Ord. 563 § 4 (Exh. B), 2009]

3.01.210 Hearing Examiner Fees

	2015 Fee Schedule	2016 Fee Schedule
A. HEARING EXAMINER FEES	$484.75	$492.50

[Ord. 699 § 3 (Exh. A), 2014; Ord. 650 § 3 (Exh. A), 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 585 §§ 3(a), 3(b) (Exh. B), 2010; Ord. 528 § 3 (Exh. A), 2008; Ord. 486 § 3, 2007; Ord. 451 § 2, 2006]

City of Shoreline
Fee Schedules

3.01.220 Public Records

	2015 Fee Schedule	2016 Fee Schedule
1. Black and white photocopies or scanned copies from paper 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	$3.50	$3.50 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	$0.70	$0.70 Per Page
5. CD or DVD.	$0.50 each	$0.50 each
6. Photographic prints and slides	Cost charged by vendor, depending on size and process	
7. GIS maps smaller than 11 by 17 inches	$0.50	$0.50 Per Page
8. GIS maps larger than 11 by 17 inches	$1.70	$1.70 Per Square Foot
9. Mylar Sheets	$6.40	$6.40 Per Sheet
10. Clerk Certification	$1.10	$1.10 Per Document
11. Custom GIS Mapping and Data Requests	$88.50	$90.00 Per Hour (1 Hour Minimum)

[Ord. 699 § 3 (Exh. A), 2014; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3 (Exh. A), 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 585 §§ 3(a), 3(b) (Exh. B), 2010; Ord. 563 § 3 (Exh. B), 2009; Ord. 528 § 3 (Exh. A), 2008; Ord. 486 § 3, 2007; Ord. 451 § 6, 2006; Ord. 435 § 7, 2006; Ord. 404, 2005; Ord. 366, 2004; Ord. 342, 2003; Ord. 315, 2002; Ord. 294 § 1, 2001; Ord. 285 § 3, 2001; Ord. 256 § 3, 2000]

3.01.230 Vehicle Impound Fees

	2015 Fee Schedule	2016 Fee Schedule
Individuals redeeming vehicles impounded under SMC 10.05.030 (A)(3) shall pay an administrative fee	$159.25	$161.75

[Ord. 699 § 3 (Exh. A), 2014; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3 (Exh. A), 2012; Ord. 585 § 5 (Exh. D), 2010]

City of Shoreline
Fee Schedules

3.01.300 Parks, Recreation and Cultural Services

Fee	2015 Resident Rate	2015 Non-Resident Rate	2016 Resident Rate	2016 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)	$55.00	$70.00	$66.00	$84.00
b. Full Day (9:00am - Dusk)	$80.00	$100.00	$96.00	$120.00
c. Over 100 people extra fee may apply	**N/A**	**N/A**	**$50.00**	**$50.00**
2. **Cromwell Park Amphitheater & Richmond Beach Terrace**				
a. Half Day	$55.00	$70.00	$66.00	$84.00
b. Full Day	$80.00	$100.00	$96.00	$120.00
c. Plus Supervisor Fee (hourly rate**; when applicable**)	$18.50	$18.50	$18.50	$18.50
3. **Alcohol Use**				
a. Per hour, 4 hour minimum (includes shelter rental)	$85.00	$95.00	$85.00	$95.00
4. **Athletic Fields**				
	Per Hour	**Per Hour**	**Per Hour**	**Per Hour**
a. Lights (determined by dusk schedule; hourly rate includes $5 Capital Improvement Fee)	$22.00	$22.00	$22.00	$22.00
b-**1**. ~~Non-Profit~~ Youth Organization Game ***** and/or Practice **Eff. 1/1/2016 - 8/31/2016**	$4.50	$7.00	$4.50	$7.00
b-2. Youth Organization Game * and/or Practice Eff. 9/1/2016	**N/A**	**N/A**	**$6.00**	**$9.00**
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-**1**. * Additional field prep fee may be added **Eff. 1/1/2016 - 8/31/2016**	$45.00	$54.00	$45.00	$54.00
g-2. * Additional field prep fee may be added Eff. 9/1/2016	**N/A**	**N/A**	**$25.00**	**$34.00**
5. **Synthetic Fields**				
a. ~~Non-Profit~~ Youth Organizations	$18.00	$26.00	$18.00	$26.00
b. ~~Adult and For-Profit Youth Organizations and~~ Private Rentals	$62.00	$76.00	$62.00	$76.00
c. Discount Field Rate **	$18.00	$26.00	$18.00	$26.00
6. Tennis Courts				
a. Per hour	**N/A**	**N/A**	**$7.00**	**$7.00**
b. Private Lessons (no player limit; hourly rate)	**N/A**	**N/A**	**$14.00**	**$14.00**
c. Tournaments (per participant)	**N/A**	**N/A**	**$5.00**	**$5.00**
7. Park and Open Space Non-Exclusive Use Permit				
a. 25-50 people (hourly rate)	**N/A**	**N/A**	**$10.00**	**$10.00**
b. 50-100 people	**N/A**	**N/A**	**$20.00**	**$20.00**
c. Over 100 people	**N/A**	**N/A**	**Varies**	**Varies**
~~6~~**8**. Community Garden Plot Annual Rental Fee				
a. Standard Plot	$40.00	N/A	$40.00	N/A
b. Accessible Plot	$20.00	N/A	$20.00	N/A
**Offered during hours of low usage as established and posted by the PRCS Director				
B. INDOOR RENTAL FEES				
	Per Hour (2 Hour Minimum)	**Per Hour** (2 Hour Minimum)	**Per Hour** (2 Hour Minimum)	**Per Hour** (2 Hour Minimum)
1. **Richmond Highlands (same for all groups) Maximum Attendance 214**				
a. Entire Building (including building monitor)	$58.00	$70.00	$58.00	$70.00
2. **Spartan Recreation Center Fees for Non-Profit Youth Organizations/Groups**				
a. Multi-Purpose Room 1 or 2	$12.00	$16.00	$12.00	$16.00
b. Multi-Purpose Room 1 or 2 w/Kitchen	$20.00	$25.00	$20.00	$25.00

City of Shoreline
Fee Schedules

Fee	2015 Resident Rate	2015 Non-Resident Rate	2016 Resident Rate	2016 Non-Resident Rate
c. Gymnastics Room	$12.00	$16.00	$12.00	$16.00
d. Dance Room	$12.00	$16.00	$12.00	$16.00
e. Gym-One Court	$20.00	$25.00	$20.00	$25.00
f. Entire Gym	$35.00	$45.00	$35.00	$45.00
g. Entire Facility	$95.00	$120.00	$95.00	$120.00
3. **Spartan Recreation Center Fees for All Other Organizations/Groups**				
a. Multi-Purpose Room 1 or 2	$24.00	$29.00	$24.00	$29.00
b. Multi-Purpose Room 1 or 2 w/Kitchen	$34.00	$41.00	$34.00	$41.00
c. Gymnastics Room	$24.00	$29.00	$24.00	$29.00
d. Dance Room	$24.00	$29.00	$24.00	$29.00
e. Gym-One Court	$34.00	$41.00	$34.00	$41.00
f. Entire Gym	$64.00	$76.00	$64.00	$76.00
g. Entire Facility	$125.00	$145.00	$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. City Hall Rental Fees				
a. City Hall Rental - Third Floor Conference Room	**$35 Per Hour**	**$35 Per Hour**	**$35 Per Hour**	**$35 Per Hour**
b. City Hall Rental - Council Chambers	**$100 Per Hour**	**$100 Per Hour**	**$100 Per Hour**	**$100 Per Hour**
c. AV Set-up Fee - Per Room	**$15.00**	**$15.00**	**$15.00**	**$15.00**
5.~~4.~~ Other Indoor Rental Fees:				
a-1. ~~Damage~~**Security** Deposit (1-125 people): (refundable)	$200.00	$200.00	$200.00	$200.00
a-2. ~~Damage~~**Security** Deposit (126+ people): (refundable)	$400.00	$400.00	$400.00	$400.00
b. Supervision Fee (if applicable)	$18.50/hour	$18.50/hour	$18.50/hour	$18.50/hour
c. Daily Rates (shall not exceed)	$850.00	$950.00	$850.00	$950.00
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. 3 month permit	$150.00	$150.00	$150.00	$150.00
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	$1.50	$1.00	$1.50
3. Youth Drop-In Ten Punch Card	$9.00	$12.00	$9.00	$12.00
4. Youth Drop-In Three Month Pass	$23.00	$28.00	$23.00	$28.00
5. Adult Drop-In	$3.00	$4.00	$3.00	$4.00
6. Adult Drop-In Ten Punch Card	$25.00	$35.00	$25.00	$35.00
7. Adult Drop-In Three Month Pass	$60.00	$70.00	$60.00	$70.00
8. Senior/Disabled Drop-In	$2.00	$3.00	$2.00	$3.00
Senior is 60+ years of age				
E. AQUATICS DROP-IN FEES				
1. Adult	$4.00	$5.00	$4.00	$5.00
2. Youth/Senior/Disabled	$3.00	$3.50	$3.00	$3.50
3. Family	$10.00	$12.00	$10.00	$12.00
4. Adult - Real Deal	$1.50	$2.50	$1.50	$2.50
5. Youth/Senior/Disabled - Real Deal	$1.00	$1.50	$1.00	$1.50
6. **10 Punch**				
a. Adult	$32.00	$40.00	$32.00	$40.00

City of Shoreline
Fee Schedules

Fee	2015 Resident Rate	2015 Non-Resident Rate	2016 Resident Rate	2016 Non-Resident Rate
b. Youth/Senior/Disabled	$24.00	$29.00	$24.00	$29.00
c. Family	$80.00	$96.00	$80.00	$96.00
7. **1 Month**				
a. Adult	$50.00	$60.00	$50.00	$60.00
b. Youth/Senior/Disabled	$35.00	$42.00	$35.00	$42.00
c. Family	$125.00	$150.00	$125.00	$150.00
8. **3 Month**				
a. Adult	$137.50	$165.00	$137.50	$165.00
b. Youth/Senior/Disabled	$96.00	$115.00	$96.00	$115.00
c. Family	$310.00	$372.00	$310.00	$372.00
9. **6 Month**				
a. Adult	$240.00	$288.00	$240.00	$288.00
b. Youth/Senior/Disabled	$165.00	$198.00	$165.00	$198.00
c. Family	$465.00	$558.00	$465.00	$558.00
10. **1 Year Pass**				
a. Adult	$420.00	$504.00	$420.00	$504.00
b. Youth/Senior/Disabled	289	$346.00	$289.00	$346.00
c. Family	$810.00	$972.00	$810.00	$972.00
F. AQUATICS RENTAL FEES				
1. **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)	$75.00	$90.00	$75.00	$90.00
c. Swim Team Per/ Lane/Hr	$11.00	$11.00	$11.00	$11.00
2. **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
Aquatics and General Recreation programs fees are based upon market rate.				
G. FEE IN LIEU OF STREET TREE REPLACEMENT	$285.00		$2,400.00	
H. FEE REFUNDS				
Whenever a fee is paid for the use of Parks, Recreation and Cultural Services Department facilities or property or for participation in a Parks, Recreation and Cultural Services Department sponsored class or program, and a refund request is made to the city, fees may be refunded according to the Parks, Recreation and Cultural Services Department's Refund Policy.				

[Ord. 699 § 3 (Exh. A), 2014; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3 (Exh. A), 2012; Ord. 647 § 2, 2012; Ord. 627 § 4, 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 602 § 1, 2011; Ord. 585 §§ 3(a), 3(b) (Exh. B), 2010; Ord. 563 § 3 (Exh. A), 2009; Ord. 528 § 3 (Exh. A), 2008; Ord. 486 § 3, 2007; Ord. 451 § 3, 2006; Ord. 428 § 1, 2006; Ord. 404, 2005; Ord. 366, 2004; Ord. 342, 2003; Ord. 315, 2002; Ord. 294 § 1, 2001; Ord. 285 § 2, 2001; Ord. 256 § 2, 2000]

~~3.01.310 City Hall Rental Fees~~

~~Fee~~	~~2015 Resident Rate~~	~~2015 Non-Resident Rate~~	~~2016 Resident Rate~~	~~2016 Non-Resident Rate~~
~~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~~	~~$15.00~~	~~$15.00~~	~~$15.00~~	~~$15.00~~
~~4-1. Damage Deposit (1-125 people): (refundable)~~	~~$200.00~~	~~$200.00~~	~~$200.00~~	~~$200.00~~
~~4-2. Damage Deposit (126+ people): (refundable)~~	~~$400.00~~	~~$400.00~~	~~$400.00~~	~~$400.00~~

~~[Ord. 699 § 3 (Exh. A), 2014; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3 (Exh. A), 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 585 § 3(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	2015 Annual Service Charge	2016 Annual Service Charge	Per Unit	6% Utility Tax	Fee + Utility Tax
A. Rate Table						
1. Residential: Single-family home		$145.84	$151.67	Parcel	$9.10	$160.77
2. Very Light	Less than or equal to 10%	$145.84	$151.67	Parcel	$9.10	$160.77
3. Light	More than 10%, less than or equal to 20%	$338.71	$352.26	Acre	$21.14	$373.41
4. Moderate	More than 20%, less than or equal to 45%	$699.75	$727.74	Acre	$43.66	$771.40
5. Moderately Heavy	More than 45%, less than or equal to 65%	$1,357.16	$1,411.45	Acre	$84.69	$1,496.14
6. Heavy	More than 65%, less than or equal to 85%	$1,719.38	$1,788.16	Acre	$107.29	$1,895.45
7. Very Heavy	More than 85%, less than or equal to 100%	$2,252.14	$2,342.23	Acre	$140.53	$2,482.76
Minimum Rate		$145.84	$151.67		$9.10	$160.77

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. This discount is being phased out with a 50% reduction beginning Jan 1, 2016 and the discount eliminated beginning Jan 1, 2017.**

Categories with Retention/Detention Facilities The following categories are eligible for reduced rates if they have an approved retention/detention facility until Jan 1, 2017.

Rate Category	Percent Impervious Surface	2015 Annual Service Charge	2016 Annual Service Charge	Per Unit	6% Utility Tax	Fee + Utility Tax
Residential: Single-Family Home	50%	$72.91	**$113.75**	Parcel	$6.83	$120.58
a. Very Light	50%	$72.91	**$113.75**	Parcel	$6.83	$120.58
b. Light	50%	$169.35	**$264.20**	Acre	$15.85	$280.05

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 according to the following equation: RC(n) (discounted) = $[RC_{(n)} + (RC_{(n-1)}] \div 2$. Where RC(n) is the rate class to recieve the discount and RC(n-1) is the next lower rate class and n = rate catetgories 4 - 7.**

~~3. A public school district shall be eligible for a discount of up to 100% of its standard rates until July 1, 2015 based on the value of an approved curriculum 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.

D. REBATE

Developed properties shall be eligible for the rebate under SMC 13.10.120 for constructing approved rain gardens or conservation landscaping at a rate of $2.00 per square foot not to exceed $1,600 for any parcel.

[Ord. 704 § 1, 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 678 § 1, 2013 (Exh. A); Ord. 659 § 2, 2013; Ord. 650 § 3 (Exh. A), 2012; Ord. 642 § 1, 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 585 § 3(a), 2010; Ord. 528 § 3 (Exh. A), 2008; Ord. 486 § 3, 2007; Ord. 451 §§ 7, 14, 2006; Ord. 404, 2005; Ord. 366, 2004; Ord. 342, 2003; Ord. 315, 2002. Formerly 3.01.070.]

3.01.800 Fee Waiver

The city manager or designee is authorized to waive use fees for right-of-way permits (SMC 3.01.010), facility use fees and concessionaire permits (SMC 3.01.030), and meeting rooms (SMC 3.01.032) as a city contribution toward events which serve the community and are consistent with adopted city programs. The city manager is authorized to designate collection points in the City Hall lobby, pool, or Spartan Recreation Center for any charitable organization without charge to be used for the donation of food or goods that will benefit Shoreline residents in need.

[Ord. 704 § 1, 2015; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3 (Exh. A), 2012; Ord. 602 § 2, 2011; Ord. 570 § 2, 2010; Ord. 243 § 1, 2000]

3.01.810 Collection Fees (Financial)

	2015 Fee Schedule	2016 Fee Schedule
The maker of any check that is returned to the city due to insufficient funds or a closed account shall be assessed a collection fee	$29.75	$30.25

[Ord. 704 § 1, 2015; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3 (Exh. A), 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 585 § 3(b) (Exh. B), 2010; Ord. 528 § 3 (Exh. A), 2008; Ord. 486 § 3, 2007; Ord. 451 §§ 5, 14, 2006; Ord. 315, 2002; Ord. 294 § 1, 2001; Ord. 285 § 1, 2001. Formerly 3.01.040.]

3.01.820 Annual Adjustments

The fee schedules in this chapter shall be automatically updated on an annual basis on January 1st of each year by the Seattle Consumer Price Index for all urban consumers (CPI-U). The adjustment shall be calculated each year and included in the city manager's proposed budget. The annual adjustment shall be based on the CPI-U average for the period that includes the last six months of the previous budget year and the first six months of the current budget year. The city manager may choose to not include annual CPI-U adjustments in the city manager's proposed budget and the city council may choose to not include annual CPI-U adjustments in the adopted budget for select user fees in any individual budget year without impacting the full force of this section for subsequent budget years. The annual adjustments to the fees in this chapter shall be rounded to the nearest quarter-dollar.

[Ord. 704 § 1, 2015; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3 (Exh. A), 2012; Ord. 451 § 15, 2006]

Comparative Budget Worksheet By Object

Object	2015 Adopted Budget	2015 Current Budget	2015 YTD Actuals	2015 Current Year Est.	2016 Base Budget	2016 Dept Request	2016 Supplemental Request	2016 Proposed Budget	2016 Final Budget	Change in Budget	Pct Chg
Department 11 City Manager											
Revenue Accounts											
3216000 - Buss Lic-Professional/Occuptnl	9,000	9,000	2,475	9,000	9,000	7,075	0	7,075	7,075	-1,925	-21.38%
3216003 - Buss Lic-WATCH Program	650	650	300	650	650	347	0	347	347	-303	-46.61%
3219900 - Business Licensing	180,000	180,000	144,876	180,000	180,000	180,000	0	180,000	180,000	0	0.00%
3417521 - Franchise Reimbursements-Phone	0	0	0	0	0	0	0	0	0	0	0.00%
3417522 - Franchise Reimbursements-Elect	5,424	5,424	0	5,424	200	200	0	200	200	-5,224	-96.31%
3458900 - Hearing Examiner Appeal Fee	1,000	1,000	1,454	970	1,000	1,000	0	1,000	1,000	0	0.00%
3590004 - Buss Lic - Penalties	50	50	0	0	50	50	0	50	50	0	0.00%
3625020 - Lease Rev Highland Park Center	61,126	61,126	49,289	65,532	47,763	47,763	0	47,763	47,763	-13,363	-21.86%
3625021 - CAM Highland Park Center	7,323	7,323	5,496	7,370	7,182	7,182	0	7,182	7,182	-141	-1.92%
3625022 - Lease Revenue Admin Fee	2,260	2,260	1,726	2,260	2,260	2,260	0	2,260	2,260	0	0.00%
Total Revenue Accounts:	266,833	266,833	205,616	271,206	248,105	245,877	0	245,877	245,877	-20,956	-7.85%
Department 15 City Attorney											
Revenue Accounts											
3417500 - Sales of Nontaxable Merchandis	0	0	401	0	0	0	0	0	0	0	0.00%
Total Revenue Accounts:	0	0	401	0	0	0	0	0	0	0	0.00%
Department 16 Administrative Services											
Revenue Accounts											
3379000 - Interlocal Government-Other	0	0	1,072	0	0	0	0	0	0	0	0.00%
3414300 - Financial/Accounting Services	1,800	1,800	1,350	1,800	1,800	1,800	0	1,800	1,800	0	0.00%
3457001 - Video and Audio Taping Service	1,826	1,826	144	1,826	1,826	1,826	0	1,826	1,826	0	0.00%
3625026 - Rent - NMF(Brugger's Bog)	119,086	119,086	59,543	119,086	119,086	119,086	0	119,086	119,086	0	0.00%
3671100 - Grants/Pldges frm Priv Sources	0	0	282	0	0	0	0	0	0	0	0.00%
3698100 - Misc-Cash Over/Short	0	0	0	0	0	0	0	0	0	0	0.00%
3699000 - Miscellaneous Revenue	0	0	0	0	0	0	0	0	0	0	0.00%
3699003 - Credit Card Rebate	5,000	5,000	10,324	5,385	5,000	5,385	0	5,385	5,385	385	7.70%
Total Revenue Accounts:	127,712	127,712	72,715	128,097	127,712	128,097	0	128,097	128,097	385	0.30%
Department 17 City Wide											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	1,797,948	2,503,743	0	0	943,594	3,615,634	1,228,842	4,844,476	4,844,476	2,340,733	93.48%
3111000 - Property Tax	10,570,659	10,570,659	5,735,312	10,570,659	10,570,659	10,860,481	0	10,860,481	10,860,481	289,822	2.74%
3131100 - Sales & Use Tax, Repl 3131000	7,320,000	7,320,000	4,468,609	7,552,351	7,320,000	7,747,700	0	7,747,700	7,747,700	427,700	5.84%
3136200 - Utility Tax-Storm Drainage	214,571	214,571	92,997	214,571	214,571	240,275	0	240,275	240,275	25,704	11.97%
3164300 - Private Utility, Tax-Gas	889,590	889,590	513,077	889,590	889,590	906,500	0	906,500	906,500	16,910	1.90%
3164500 - Private Utility, Tax-Garbage	538,648	538,648	269,668	538,648	538,648	548,880	0	548,880	548,880	10,232	1.89%
3164600 - Private Utility, Tax-Cable	928,742	928,742	656,689	975,230	928,742	1,014,240	0	1,014,240	1,014,240	85,498	9.20%
3164701 - Priv Util Tax-Tele,Cell,Pager	1,503,000	1,503,000	751,282	1,421,640	1,503,000	1,421,640	0	1,421,640	1,421,640	-81,360	-5.41%
3168100 - Gambling Tax-Punch & Pull Tabs	111,500	111,500	68,526	127,300	111,500	112,300	0	112,300	112,300	800	0.71%

Comparative Budget Worksheet By Object

Object	2015 Adopted Budget	2015 Current Budget	2015 YTD Actuals	2015 Current Year Est.	2016 Base Budget	2016 Dept Request	2016 Supplemental Request	2016 Proposed Budget	2016 Final Budget	Change in Budget	Pct Chg
3168200 - Gambling-Bingo and Raffles	0	0	29	0	0	0	0	0	0	0	0.00%
3168300 - Gambling-Amusement Games	125	125	47	125	125	125	0	125	125	0	0.00%
3168400 - Gambling-Card Games	1,475,000	1,475,000	730,418	1,469,900	1,475,000	1,475,000	0	1,475,000	1,475,000	0	0.00%
3172000 - Leasehold Excise Tax	7,200	7,200	6,942	7,200	7,200	7,200	0	7,200	7,200	0	0.00%
3219101 - Franchise Fee - Cable	832,103	832,103	433,307	862,890	832,103	888,780	0	888,780	888,780	56,677	6.81%
3219103 - Franchise Fee - Water	754,197	754,197	333,159	754,197	754,197	780,700	0	780,700	780,700	26,503	3.51%
3219104 - Franchise Fee - Sewage	834,002	834,002	691,650	834,002	834,002	859,022	0	859,022	859,022	25,020	3.00%
3360694 - Liquor Excise Tax	101,058	101,058	83,553	146,032	236,606	236,606	0	236,606	236,606	135,548	134.12%
3360695 - Liquor Board Profits	464,022	464,022	231,845	463,493	459,860	459,860	0	459,860	459,860	-4,162	-0.89%
3377100 - City of Seattle-Cty Light Cont	1,993,063	1,993,063	1,113,591	1,694,100	1,993,063	1,838,980	0	1,838,980	1,838,980	-154,083	-7.73%
3417500 - Sales of Nontaxable Merchandis	0	0	834	0	0	0	0	0	0	0	0.00%
3417520 - Franchise Reimbursements-Cable	0	0	1,282	0	0	0	0	0	0	0	0.00%
3575100 - Superior Court Restitution	0	0	52	0	0	0	0	0	0	0	0.00%
3599003 - Fine/Penalties-Gambling Tax	0	0	432	0	0	0	0	0	0	0	0.00%
3611100 - Investment Interest	40,000	40,000	29,728	40,000	40,000	40,000	0	40,000	40,000	0	0.00%
3611110 - LGIP Investment Interest	29,000	29,000	9,644	29,000	29,000	29,000	0	29,000	29,000	0	0.00%
3613100 - Realized Investment Gain\Loss	0	0	1,879	0	0	0	0	0	0	0	0.00%
3614000 - Local Sales Interest	1,600	1,600	2,736	1,600	1,600	1,600	0	1,600	1,600	0	0.00%
3614001 - SWM Interest_Delin Utlty Tax	0	0	660	0	0	0	0	0	0	0	0.00%
3614002 - Interest-Cont,Note,Loan, A/R	0	0	16	0	0	0	0	0	0	0	0.00%
3614004 - Interfund Loan Interest	0	0	1,666	0	0	0	0	0	0	0	0.00%
3628002 - Vend Machine Proceeds-Non Tax	0	0	119	0	0	0	0	0	0	0	0.00%
3699000 - Miscellaneous Revenue	2,500	2,500	2,614	2,500	2,500	22,500	0	22,500	22,500	20,000	800.00%
3699001 - Misc Rev-Recovery of NSF Fees	0	0	149	0	0	0	0	0	0	0	0.00%
3952000 - Comp. Loss of Assets-Ins. Recr	0	0	35	0	0	0	0	0	0	0	0.00%
3970000 - Operating Transfers In	0	0	0	0	0	481,584	0	481,584	481,584	481,584	0.00%
3970001 - Trans In GF Overhead	981,014	981,014	735,761	981,014	1,020,761	1,020,761	0	1,020,761	1,020,761	39,747	4.05%
Total Revenue Accounts:	31,389,542	32,095,337	16,968,308	29,576,042	30,706,321	34,609,368	1,228,842	35,838,210	35,838,210	3,742,873	11.66%
Department 18 Human Resources											
Revenue Accounts											
3699002 - Misc. Rev. Flex-Plan Forfeits	0	0	1,289	0	0	0	0	0	0	0	0.00%
Total Revenue Accounts:	0	0	1,289	0	0	0	0	0	0	0	0.00%
Department 20 Police											
Revenue Accounts											
3137100 - Local Criminal Justice Funding	1,276,154	1,276,154	895,440	1,354,613	1,403,619	1,403,619	0	1,403,619	1,403,619	127,465	9.98%
3311602 - Dept of Justice OCDETF	0	0	4,727	8,000	0	0	0	0	0	0	0.00%
3312110 - US Treas. Secret Service Reimb	16,000	16,000	0	0	0	0	0	0	0	-16,000	-100.00%
3331673 - Byrne Memorial Grant-Seattle	0	9,935	9,935	9,935	0	0	0	0	0	-9,935	-100.00%
3360621 - MVET - Violent Crime	13,498	13,498	10,738	14,577	15,260	15,260	0	15,260	15,260	1,762	13.05%
3360625 - MVET - CJ Contracted Service	92,894	92,894	68,127	92,948	92,894	98,247	0	98,247	98,247	5,353	5.76%

Comparative Budget Worksheet By Object

Object	2015 Adopted Budget	2015 Current Budget	2015 YTD Actuals	2015 Current Year Est.	2016 Base Budget	2016 Dept Request	2016 Supplemental Request	2016 Proposed Budget	2016 Final Budget	Change in Budget	Pct Chg
3360626 - Criminal Justice-Special Prgms	12,493	12,493	10,239	13,336	13,745	13,745	0	13,745	13,745	1,252	10.02%
3360651 - DUI/Other Criminal Just Assist	10,000	10,000	6,025	10,000	10,000	10,000	0	10,000	10,000	0	0.00%
3371000 - Interlocal Funding - General	0	0	800	800	0	0	0	0	0	0	0.00%
3379000 - Interlocal Government-Other	53,475	53,475	28,931	43,396	45,390	45,390	0	45,390	45,390	-8,085	-15.11%
3415000 - Sales/Services-Taxable	0	0	0	0	0	0	0	0	0	0	0.00%
3421001 - Fircrest Patrol	0	60,963	0	22,500	90,000	90,000	0	90,000	90,000	29,037	47.63%
3421100 - Police SET Unit Charges	0	0	5,405	5,405	0	0	0	0	0	0	0.00%
3421900 - DUI Car Impound Admin Fee	45,000	45,000	19,582	45,000	45,000	45,000	0	45,000	45,000	0	0.00%
3429001 - DUI Car Impound Admin Fee	0	0	0	0	0	0	0	0	0	0	0.00%
3599001 - Fines/Penalties-Code Violation	4,000	4,000	3,500	4,000	4,000	4,000	0	4,000	4,000	0	0.00%
3621002 - Vehicle Rental_Kenmore Jail Va	2,315	2,315	1,430	2,315	2,348	2,348	0	2,348	2,348	33	1.42%
3625024 - Police Station Facility Rental	524	524	0	524	532	532	0	532	532	8	1.52%
3628003 - Merchandise Sales	500	500	16	150	500	500	0	500	500	0	0.00%
3698100 - Misc-Cash Over/Short	0	0	2	0	0	0	0	0	0	0	0.00%
Total Revenue Accounts:	1,526,853	1,597,751	1,064,897	1,627,499	1,723,288	1,728,641	0	1,728,641	1,728,641	130,890	8.19%
Department 21 Criminal Justice											
Revenue Accounts											
3531000 - Traffic Infraction Refund	450,000	450,000	2,855	450,000	450,000	450,000	0	450,000	450,000	0	0.00%
Total Revenue Accounts:	450,000	450,000	2,855	450,000	450,000	450,000	0	450,000	450,000	0	0.00%
Department 24 Parks, Recreation, Cultural Sv											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	0	0	0	0	0	0	0	0	0	0	0.00%
3219000 - Concession Permits	300	300	743	700	300	600	0	600	600	300	100.00%
3331060 - Cooperative Forestry Assistanc	0	2,000	2,000	2,000	0	0	0	0	0	-2,000	-100.00%
3360626 - Criminal Justice-Special Prgms	17,779	17,779	14,570	18,978	19,560	19,560	0	19,560	19,560	1,781	10.01%
3373104 - KC-4Culture Culture Dev. Auth.	0	0	198	0	0	0	0	0	0	0	0.00%
3378400 - King Conservation District	0	43,004	12,872	43,004	0	0	0	0	0	-43,004	-100.00%
3473000 - YTDP-Trips_No Tax	765	765	572	765	765	765	0	765	765	0	0.00%
3473001 - YTDP-Classes_No Tax	700	700	7,428	5,950	700	1,400	0	1,400	1,400	700	100.00%
3473002 - YTDP-Trips_Taxable	19,709	19,709	15,549	16,644	19,709	19,709	0	19,709	19,709	0	0.00%
3473101 - Pool-Lessons	205,450	205,450	202,659	205,450	205,450	38,450	0	38,450	38,450	-167,000	-81.28%
3473102 - Pool-Fitness Classes_No Tax	22,850	22,850	18,833	22,850	22,850	22,850	0	22,850	22,850	0	0.00%
3473103 - Pool-Arthritis Program_NoTax	7,800	7,800	5,806	7,800	7,800	7,800	0	7,800	7,800	0	0.00%
3473104 - Pool-Admissions/Drop In_Taxabl	111,000	111,000	83,242	106,000	111,000	106,000	0	106,000	106,000	-5,000	-4.50%
3473105 - Activity Fee-Pool Rental_Taxab	56,000	56,000	45,119	58,000	56,000	56,000	0	56,000	56,000	0	0.00%
3473107 - Pool-Locker Fees	1,800	1,800	1,184	1,640	1,800	1,640	0	1,640	1,640	-160	-8.88%
3473108 - Pool Commission	0	0	61	61	0	0	0	0	0	0	0.00%
3473111 - Pool-WaterSafetyCourse_No Tax	9,500	9,500	7,870	8,500	9,500	9,500	0	9,500	9,500	0	0.00%
3473200 - Athletic Field Rental - All	350,000	350,000	281,942	370,000	350,000	363,700	0	363,700	363,700	13,700	3.91%
3476116 - Preschool Sports Skills_No Tax	0	0	7,667	0	0	0	0	0	0	0	0.00%

Comparative Budget Worksheet By Object

Object	2015 Adopted Budget	2015 Current Budget	2015 YTD Actuals	2015 Current Year Est.	2016 Base Budget	2016 Dept Request	2016 Supplemental Request	2016 Proposed Budget	2016 Final Budget	Change in Budget	Pct Chg
3476220 - Preschool-Sports Skills_Taxabl	25,000	25,000	21,624	25,000	25,000	25,000	0	25,000	25,000	0	0.00%
3476221 - Preschool-Arts	33,000	33,000	38,591	34,000	33,000	34,000	0	34,000	34,000	1,000	3.03%
3476222 - Preschool-Indoor Play-Taxable	14,000	14,000	8,594	14,000	14,000	14,000	3,750	17,750	17,750	3,750	26.78%
3476224 - Youth Arts-Taxable	0	0	2,902	0	0	0	0	0	0	0	0.00%
3476329 - Youth-Camp Shoreline_No Tax	215,000	235,097	268,526	300,000	235,097	275,000	40,651	315,651	315,651	80,554	34.26%
3476330 - Youth Camp Shoreline Taxable	0	0	27,690	0	0	0	0	0	0	0	0.00%
3476331 - Youth Arts-No Tax	35,000	35,000	55,622	44,000	35,000	40,000	0	40,000	40,000	5,000	14.28%
3476334 - Youth Sports Skills-Taxable	0	0	5,755	0	0	0	0	0	0	0	0.00%
3476335 - Youth Special Interest_Taxable	0	0	388	0	0	0	0	0	0	0	0.00%
3476336 - Youth-Special Interest_No Tax	19,000	19,000	12,594	6,000	19,000	6,000	3,000	9,000	9,000	-10,000	-52.63%
3476337 - Youth-Skyhawk Program_Taxable	16,000	16,000	0	16,000	16,000	0	0	0	0	-16,000	-100.00%
3476338 - Youth-Skyhawk Program-No Tax	0	0	18,534	0	0	0	0	0	0	0	0.00%
3476339 - Youth-Sports Skills_No Tax	25,000	25,000	21,147	31,000	25,000	35,000	0	35,000	35,000	10,000	40.00%
3476340 - Youth-Health & Fitness-Taxable	4,000	4,000	732	500	4,000	0	0	0	0	-4,000	-100.00%
3476440 - Adult-Drop In Sports-Taxable	0	0	577	700	0	0	0	0	0	0	0.00%
3476441 - Adult-Arts-No Tax	10,000	10,000	6,308	8,000	10,000	8,000	0	8,000	8,000	-2,000	-20.00%
3476442 - Adult-Sports Leagues	20,000	20,000	15,036	20,000	20,000	20,000	0	20,000	20,000	0	0.00%
3476444 - Adult-Special Interest	1,000	1,000	160	500	1,000	500	0	500	500	-500	-50.00%
3476445 - Adult Health & Fitness_Taxable	0	0	36,408	0	0	0	0	0	0	0	0.00%
3476446 - Adult-Health/Fitness_No Tax	68,000	68,000	20,298	65,000	68,000	68,000	0	68,000	68,000	0	0.00%
3476447 - Adult-Dog Obedience	2,500	2,500	3,363	3,000	2,500	2,500	0	2,500	2,500	0	0.00%
3476448 - Spec Rec-Class_Taxable	0	0	15,859	0	0	0	0	0	0	0	0.00%
3476555 - Spec Rec-Trips_No Tax	12,000	12,000	0	12,000	12,000	12,000	0	12,000	12,000	0	0.00%
3476556 - Spec Rec-Event_Taxable	0	0	3,518	0	0	0	0	0	0	0	0.00%
3476558 - Spec Rec-Class_No Tax	78,000	78,000	56,832	78,000	78,000	78,000	0	78,000	78,000	0	0.00%
3476560 - Special Events (Taxable)	0	0	986	0	0	0	0	0	0	0	0.00%
3476665 - City Wide-Celebrate Shoreline	16,000	16,000	14,692	16,000	16,000	16,000	0	16,000	16,000	0	0.00%
3476666 - Celebrate Shoreline_B&O	0	0	550	0	0	0	0	0	0	0	0.00%
3476667 - Adult-Outdoor Activity, Taxabl	8,000	8,000	6,572	8,000	8,000	10,000	0	10,000	10,000	2,000	25.00%
3476668 - Beer Garden Proceeds-Taxable	1,900	1,900	2,306	2,000	1,900	2,000	0	2,000	2,000	100	5.26%
3476998 - LFP Residential Discount	13,003	13,003	9,752	13,003	13,275	13,275	0	13,275	13,275	272	2.09%
3476999 - Shoreline Scholarship Clearing	-45,500	-45,500	-38,411	-45,500	-45,500	-45,500	0	-45,500	-45,500	0	0.00%
3621001 - Vehicle Rental_Short Trm_Kruck	0	0	194	194	197	197	0	197	197	197	0.00%
3624001 - Indoor Parks Facilities Rental	10,000	10,000	10,476	11,000	10,000	10,000	0	10,000	10,000	0	0.00%
3624002 - Picnic Shelter Rental	23,000	23,000	27,851	25,000	23,000	25,000	0	25,000	25,000	2,000	8.69%
3624003 - Spartan Gym Rental	38,000	38,000	50,549	62,000	38,000	62,000	0	62,000	62,000	24,000	63.15%
3624004 - Booth Rental	4,700	4,700	0	4,700	4,700	4,700	0	4,700	4,700	0	0.00%
3624005 - City Hall Rentals	10,000	10,000	3,883	5,000	10,000	6,000	0	6,000	6,000	-4,000	-40.00%
3626000 - Rental Income-Caretaker House	8,184	8,184	4,136	5,514	8,184	5,539	0	5,539	5,539	-2,645	-32.31%
3626002 - Rent-Kruckeberg Garden	0	0	-5,263	0	0	0	0	0	0	0	0.00%
3628002 - Vend Machine Proceeds-Non Tax	1,500	1,500	725	1,350	1,500	1,300	0	1,300	1,300	-200	-13.33%

Comparative Budget Worksheet By Object

Object	2015 Adopted Budget	2015 Current Budget	2015 YTD Actuals	2015 Current Year Est.	2016 Base Budget	2016 Dept Request	2016 Supplemental Request	2016 Proposed Budget	2016 Final Budget	Change in Budget	Pct Chg
3628003 - Merchandise Sales	7,200	7,200	4,005	6,200	7,200	6,000	0	6,000	6,000	-1,200	-16.66%
3629001 - Use of Property - Cell Tower	129,158	129,158	64,289	91,276	133,269	94,869	0	94,869	94,869	-34,289	-26.54%
3629003 - Community Garden Application	2,100	2,100	2,740	2,800	2,100	2,600	0	2,600	2,600	500	23.80%
3670100 - Donate From Non Govt Sources	0	0	400	400	0	0	0	0	0	0	0.00%
3672200 - Donate From Priv Src-Memorial	0	0	1,500	1,500	0	4,000	0	4,000	4,000	4,000	0.00%
3691100 - Misc Revenue-Recycle Proceeds	0	0	61	0	0	0	0	0	0	0	0.00%
3698100 - Misc-Cash Over/Short	0	0	11	0	0	0	0	0	0	0	0.00%
3699000 - Miscellaneous Revenue	3,100	3,100	0	4,000	3,100	4,000	0	4,000	4,000	900	29.03%
Total Revenue Accounts:	1,611,498	1,676,599	1,511,377	1,740,479	1,637,956	1,487,954	47,401	1,535,355	1,535,355	-141,244	-8.42%
Department 25 Planning & Community											
Revenue Accounts											
3221011 - Permits-Building & Structures	380,000	380,000	388,100	553,364	380,000	523,500	0	523,500	523,500	143,500	37.76%
3221012 - Permits, Bldg/Struct- Plumbing	500	500	864	934	500	1,000	0	1,000	1,000	500	100.00%
3221013 - Permits,Bldg/Struct-Electrical	17,500	17,500	16,756	22,404	17,500	18,000	0	18,000	18,000	500	2.85%
3221131 - Mechanical Fees/Permits	80,000	80,000	101,830	128,632	80,000	85,000	0	85,000	85,000	5,000	6.25%
3221241 - Land Use Fees/Permits	74,000	74,000	97,483	148,632	74,000	74,000	0	74,000	74,000	0	0.00%
3221501 - Fire System Fees/Permits	12,500	12,500	7,308	9,150	12,500	13,000	0	13,000	13,000	500	4.00%
3336612 - EPA National Estuary Prog Grnt	0	23,075	23,075	23,075	0	0	0	0	0	-23,075	-100.00%
3417500 - Sales of Nontaxable Merchandis	0	0	739	1,146	0	0	0	0	0	0	0.00%
3424011 - Inspection Service-Plumbing	56,250	56,250	55,029	80,552	56,250	65,000	0	65,000	65,000	8,750	15.55%
3458311 - Plan Check Fees	388,000	388,000	279,763	374,826	388,000	413,000	0	413,000	413,000	25,000	6.44%
3458900 - Hearing Examiner Appeal Fee	5,000	5,000	0	5,000	5,000	5,000	0	5,000	5,000	0	0.00%
3458901 - MF Tax Exemption Application	0	0	953	953	0	0	0	0	0	0	0.00%
3458991 - Environmental Review(SEPA/EIS)	5,000	5,000	7,859	12,542	5,000	7,500	0	7,500	7,500	2,500	50.00%
3698100 - Misc-Cash Over/Short	0	0	-3	0	0	0	0	0	0	0	0.00%
Total Revenue Accounts:	1,018,750	1,041,825	979,756	1,361,210	1,018,750	1,205,000	0	1,205,000	1,205,000	163,175	15.66%
Department 27 Public Works											
Revenue Accounts											
3224001 - Right of Way Fees/Permits	300,000	300,000	159,515	220,000	300,000	250,000	0	250,000	250,000	-50,000	-16.66%
3340311 - DOE -CPG Grant	0	44,476	44,476	44,476	0	0	0	0	0	-44,476	-100.00%
3372101 - KC Recyl-Cty Opt Pgm (COP/WRR)	74,662	74,662	0	69,960	74,662	0	0	0	0	-74,662	-100.00%
3372102 - KC Lcl Haz Wst Mgmt Pgm(LHWMP)	25,799	25,799	0	25,800	25,799	26,378	0	26,378	26,378	579	2.24%
3625023 - Long Term ROW Lease Revenue	5,000	5,000	-12,075	-12,075	5,000	0	0	0	0	-5,000	-100.00%
3671900 - Contrib. from Solid Waste Prov	236,518	236,518	171,601	236,518	236,518	241,012	0	241,012	241,012	4,494	1.90%
3980000 - Ins Recovery Non Capital	0	0	0	0	15,000	15,000	0	15,000	15,000	15,000	0.00%
Total Revenue Accounts:	641,979	686,455	363,517	584,679	656,979	532,390	0	532,390	532,390	-154,065	-22.44%
Department 33 Community Services											
Revenue Accounts											
3319701 - EMPG-Emer Mgmt Perform Grant	0	34,448	34,544	34,448	0	0	36,471	36,471	36,471	2,023	5.87%
3331000 - CDBG Grant Allocation	116,135	116,135	30,000	116,135	116,346	116,346	0	116,346	116,346	211	0.18%

Comparative Budget Worksheet By Object

Object	2015 Adopted Budget	2015 Current Budget	2015 YTD Actuals	2015 Current Year Est.	2016 Base Budget	2016 Dept Request	2016 Supplemental Request	2016 Proposed Budget	2016 Final Budget	Change in Budget	Pct Chg
3332000 - CDBG Grant Administration	30,028	30,028	0	30,028	28,346	28,346	0	28,346	28,346	-1,682	-5.60%
3360626 - Criminal Justice-Special Prgms	17,779	17,779	14,570	18,978	19,560	19,560	0	19,560	19,560	1,781	10.01%
3360694 - Liquor Excise Tax	2,062	2,062	1,705	2,980	4,829	4,829	0	4,829	4,829	2,767	134.19%
3360695 - Liquor Board Profits	9,470	9,470	4,732	9,459	9,385	9,385	0	9,385	9,385	-85	-0.89%
3980000 - Ins Recovery Non Capital	0	0	979	0	0	0	0	0	0	0	0.00%
Total Revenue Accounts:	175,474	209,922	86,530	212,028	178,466	178,466	36,471	214,937	214,937	5,015	2.38%
Total General Fund:	37,208,641	38,152,434	21,257,261	35,951,240	36,747,577	40,565,793	1,312,714	41,878,507	41,878,507	3,726,073	9.76%
Department 27 Public Works											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	100,000	185,844	0	0	100,000	190,476	0	190,476	190,476	4,632	2.49%
3360087 - MV Fuel Tax	1,095,457	1,095,457	724,717	1,145,668	1,175,565	1,175,565	0	1,175,565	1,175,565	80,108	7.31%
3575100 - Superior Court Restitution	0	0	33	10	0	0	0	0	0	0	0.00%
3611100 - Investment Interest	2,500	2,500	457	2,500	2,500	2,500	0	2,500	2,500	0	0.00%
3611110 - LGIP Investment Interest	0	0	756	0	0	0	0	0	0	0	0.00%
3970003 - Transfer IN GF Support	285,206	285,206	213,905	285,206	285,206	244,403	0	244,403	244,403	-40,803	-14.30%
3980000 - Ins Recovery Non Capital	0	0	18,974	18,126	20,000	20,000	0	20,000	20,000	20,000	0.00%
Total Revenue Accounts:	1,483,163	1,569,007	958,842	1,451,510	1,583,271	1,632,944	0	1,632,944	1,632,944	63,937	4.07%
Total Street Fund:	1,483,163	1,569,007	958,842	1,451,510	1,583,271	1,632,944	0	1,632,944	1,632,944	63,937	4.07%
Department 25 Planning & Community											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	19,450	19,450	0	0	19,450	19,450	0	19,450	19,450	0	0.00%
3599001 - Fines/Penalties-Code Violation	0	0	1,857	0	0	0	0	0	0	0	0.00%
3611100 - Investment Interest	100	100	0	0	100	100	0	100	100	0	0.00%
3611110 - LGIP Investment Interest	450	450	151	150	450	450	0	450	450	0	0.00%
3694001 - Judgement/Settle-Abatemnt Coll	80,000	80,000	9,196	85,500	80,000	80,000	0	80,000	80,000	0	0.00%
Total Revenue Accounts:	100,000	100,000	11,204	85,650	100,000	100,000	0	100,000	100,000	0	0.00%
Total Code Abatement Fund:	100,000	100,000	11,204	85,650	100,000	100,000	0	100,000	100,000	0	0.00%
Department 20 Police											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	0	0	0	0	150,000	150,000	0	150,000	150,000	150,000	0.00%
3611110 - LGIP Investment Interest	0	0	179	131	0	0	0	0	0	0	0.00%
3693000 - State Asset Seizure Funds	13,800	13,800	2,612	13,800	18,243	18,243	0	18,243	18,243	4,443	32.19%
Total Revenue Accounts:	13,800	13,800	2,791	13,931	168,243	168,243	0	168,243	168,243	154,443	1,119.15%
Total State Drug Enforcement Forfeit:	13,800	13,800	2,791	13,931	168,243	168,243	0	168,243	168,243	154,443	1,119.15%
Department 24 Parks, Recreation, Cultural Sv											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	49,408	49,408	0	0	47,908	47,908	29,808	77,716	77,716	28,308	57.29%
3611110 - LGIP Investment Interest	0	0	209	0	0	0	0	0	0	0	0.00%

Comparative Budget Worksheet By Object

Object	2015 Adopted Budget	2015 Current Budget	2015 YTD Actuals	2015 Current Year Est.	2016 Base Budget	2016 Dept Request	2016 Supplemental Request	2016 Proposed Budget	2016 Final Budget	Change in Budget	Pct Chg
3670100 - Donate From Non Govt Sources	5,000	5,000	0	5,000	6,500	6,500	0	6,500	6,500	1,500	30.00%
Total Revenue Accounts:	54,408	54,408	209	5,000	54,408	54,408	29,808	84,216	84,216	29,808	54.78%
Total Public Arts Fund:	54,408	54,408	209	5,000	54,408	54,408	29,808	84,216	84,216	29,808	54.78%
Department 20 Police											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	45,000	45,000	0	0	234,800	234,800	0	234,800	234,800	189,800	421.77%
3611110 - LGIP Investment Interest	50	50	268	200	200	200	0	200	200	150	300.00%
3693300 - Federal Asset Seizure Funds	20,700	20,700	7,537	7,537	28,000	28,000	0	28,000	28,000	7,300	35.26%
Total Revenue Accounts:	65,750	65,750	7,805	7,737	263,000	263,000	0	263,000	263,000	197,250	300.00%
Total Federal Drug Enforcement Forfe:	65,750	65,750	7,805	7,737	263,000	263,000	0	263,000	263,000	197,250	300.00%
Department 99 Not Applicable											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	46,240	46,240	0	0	46,240	255,584	0	255,584	255,584	209,344	452.73%
3176000 - TBD Vehicle Fees	750,000	750,000	490,882	750,000	750,000	780,000	0	780,000	780,000	30,000	4.00%
3611110 - LGIP Investment Interest	60	60	506	60	60	60	0	60	60	0	0.00%
Total Revenue Accounts:	796,300	796,300	491,388	750,060	796,300	1,035,644	0	1,035,644	1,035,644	239,344	30.05%
Total Transportation Benefit Distric:	796,300	796,300	491,388	750,060	796,300	1,035,644	0	1,035,644	1,035,644	239,344	30.05%
Department 99 Not Applicable											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	0	0	0	0	0	481,584	0	481,584	481,584	481,584	0.00%
3611110 - LGIP Investment Interest	0	0	1,113	0	0	0	0	0	0	0	0.00%
Total Revenue Accounts:	0	0	1,113	0	0	481,584	0	481,584	481,584	481,584	0.00%
Total Property Tax Equalization Fund:	0	0	1,113	0	0	481,584	0	481,584	481,584	481,584	0.00%
Department 20 Police											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	244,000	495,413	0	0	177,601	177,601	0	177,601	177,601	-317,812	-64.15%
3611110 - LGIP Investment Interest	845	845	1,807	1,500	1,500	1,500	0	1,500	1,500	655	77.51%
3693400 - Federal Treasury Seizure Funds	38,100	38,100	233,271	233,271	977,000	977,000	0	977,000	977,000	938,900	2,464.30%
Total Revenue Accounts:	282,945	534,358	235,078	234,771	1,156,101	1,156,101	0	1,156,101	1,156,101	621,743	116.35%
Total Federal Criminal Forfeitures:	282,945	534,358	235,078	234,771	1,156,101	1,156,101	0	1,156,101	1,156,101	621,743	116.35%
Department 99 Not Applicable											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	0	0	0	0	0	159,775	0	159,775	159,775	159,775	0.00%
3458400 - Transportation Impact Fees	0	0	228,805	200,000	0	200,000	0	200,000	200,000	200,000	0.00%
3611110 - LGIP Investment Interest	0	0	37	0	0	0	0	0	0	0	0.00%
Total Revenue Accounts:	0	0	228,842	200,000	0	359,775	0	359,775	359,775	359,775	0.00%
Total Transportation Impact Fees:	0	0	228,842	200,000	0	359,775	0	359,775	359,775	359,775	0.00%

Comparative Budget Worksheet By Object

Object	2015 Adopted Budget	2015 Current Budget	2015 YTD Actuals	2015 Current Year Est.	2016 Base Budget	2016 Dept Request	2016 Supplemental Request	2016 Proposed Budget	2016 Final Budget	Change in Budget	Pct Chg
Department 32 Debt ServicesDepartment											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	12,175	12,175	0	0	12,175	10,375	0	10,375	10,375	-1,800	-14.78%
3111001 - GO Bond 06 Tax Current	1,700,000	1,700,000	913,239	1,700,000	1,700,000	1,700,000	0	1,700,000	1,700,000	0	0.00%
Total Revenue Accounts:	1,712,175	1,712,175	913,239	1,700,000	1,712,175	1,710,375	0	1,710,375	1,710,375	-1,800	-0.10%
Total Unltd Tax GO Bond Fund, 2006:	1,712,175	1,712,175	913,239	1,700,000	1,712,175	1,710,375	0	1,710,375	1,710,375	-1,800	-0.10%
Department 32 Debt ServicesDepartment											
Revenue Accounts											
3322120 - ARRA Bonds Interest Subsidy	386,370	386,370	179,083	386,370	386,370	386,370	0	386,370	386,370	0	0.00%
3698100 - Misc-Cash Over/Short	0	0	2	0	0	0	0	0	0	0	0.00%
3970004 - Transfer In Debt Service	1,276,847	1,276,847	970,596	1,276,847	1,276,847	1,277,047	0	1,277,047	1,277,047	200	0.01%
Total Revenue Accounts:	1,663,217	1,663,217	1,149,681	1,663,217	1,663,217	1,663,417	0	1,663,417	1,663,417	200	0.01%
Total Limited Tax GO Bond 2009:	1,663,217	1,663,217	1,149,681	1,663,217	1,663,217	1,663,417	0	1,663,417	1,663,417	200	0.01%
Department 32 Debt ServicesDepartment											
Revenue Accounts											
3698100 - Misc-Cash Over/Short	0	0	0	0	0	0	0	0	0	0	0.00%
3970004 - Transfer In Debt Service	260,823	260,823	169,135	260,823	260,823	260,948	0	260,948	260,948	125	0.04%
Total Revenue Accounts:	260,823	260,823	169,135	260,823	260,823	260,948	0	260,948	260,948	125	0.04%
Total Limited Tax GO Bond 2013:	260,823	260,823	169,135	260,823	260,823	260,948	0	260,948	260,948	125	0.04%
Department 28 General Government CIP											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	149,207	329,658	0	0	0	853,454	0	853,454	853,454	523,796	158.89%
3183400 - REET 25, Repl 3173400	922,504	922,504	972,817	1,204,174	0	1,038,146	0	1,038,146	1,038,146	115,642	12.53%
3378300 - K.C. Trails Levy Funding	110,000	110,000	63,369	108,700	0	110,000	0	110,000	110,000	0	0.00%
3611100 - Investment Interest	11,809	11,809	0	11,809	0	31,384	0	31,384	31,384	19,575	165.76%
3611110 - LGIP Investment Interest	0	0	1,795	0	0	0	0	0	0	0	0.00%
3614003 - REET Penalties & Interest	0	0	143	0	0	0	0	0	0	0	0.00%
3671100 - Grants/Pldges frm Priv Sources	75,000	75,000	37,025	75,000	0	0	0	0	0	-75,000	-100.00%
3671910 - Cable - Education/Govt. Grant	0	0	15,107	0	0	0	0	0	0	0	0.00%
3911001 - Gen Obligation Bond Proceeds	0	0	0	0	0	1,471,317	0	1,471,317	1,471,317	1,471,317	0.00%
3917001 - Other Note Proceeds	0	1,579,948	0	1,823,405	0	0	0	0	0	-1,579,948	-100.00%
3951001 - Proceed_Sale Cap Aset_Gov Fund	0	0	0	0	0	1,065,000	0	1,065,000	1,065,000	1,065,000	0.00%
3970000 - Operating Transfers In	244,000	244,000	0	0	0	1,556,101	0	1,556,101	1,556,101	1,312,101	537.74%
3970002 - Trans In GF Capital Support	0	0	0	0	0	1,000,000	0	1,000,000	1,000,000	1,000,000	0.00%
3977600 - Transfer In - Parks	220,000	220,000	37,500	220,000	0	180,000	0	180,000	180,000	-40,000	-18.18%
Total Revenue Accounts:	1,732,520	3,492,919	1,127,756	3,443,088	0	7,305,402	0	7,305,402	7,305,402	3,812,483	109.14%
Total General Capital Fund:	1,732,520	3,492,919	1,127,756	3,443,088	0	7,305,402	0	7,305,402	7,305,402	3,812,483	109.14%
Department 31 Facility Major Maintenance											

Comparative Budget Worksheet By Object

Object	2015 Adopted Budget	2015 Current Budget	2015 YTD Actuals	2015 Current Year Est.	2016 Base Budget	2016 Dept Request	2016 Supplemental Request	2016 Proposed Budget	2016 Final Budget	Change in Budget	Pct Chg
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	209,051	223,076	0	0	0	34,019	0	34,019	34,019	-189,057	-84.75%
3379000 - Interlocal Government-Other	0	0	50,000	50,000	0	0	0	0	0	0	0.00%
3611100 - Investment Interest	1,417	1,417	0	1,417	0	449	0	449	449	-968	-68.31%
3611110 - LGIP Investment Interest	0	0	191	0	0	0	0	0	0	0	0.00%
3970002 - Trans In GF Capital Support	124,032	124,032	90,000	124,032	0	724,032	0	724,032	724,032	600,000	483.74%
Total Revenue Accounts:	334,500	348,525	140,191	175,449	0	758,500	0	758,500	758,500	409,975	117.63%
Total City Facility-Major Maint Fund:	334,500	348,525	140,191	175,449	0	758,500	0	758,500	758,500	409,975	117.63%
Department 29 Roads Capital Improvements											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	1,881,135	2,298,580	0	0	0	1,435,109	0	1,435,109	1,435,109	-863,471	-37.56%
3183500 - REET 50, Repl 3173500	922,504	922,504	972,817	1,204,174	0	1,038,146	0	1,038,146	1,038,146	115,642	12.53%
3224500 - Residentl Parking Zone Permit	0	0	123	53	0	0	0	0	0	0	0.00%
3332024 - Highway Safety Impv. Program	2,178,589	2,225,371	434,344	2,225,371	0	178,442	0	178,442	178,442	-2,046,929	-91.98%
3332026 - Cong.Mitigation & Air Quality	5,738,750	4,132,836	2,265,901	4,132,836	0	374,147	0	374,147	374,147	-3,758,689	-90.94%
3332027 - Safe Routes To Schools	265,495	363,409	231,909	365,571	0	474,000	0	474,000	474,000	110,591	30.43%
3332050 - FTA Capital Investment Grant	2,453,481	2,328,604	1,053,807	2,328,604	0	0	0	0	0	-2,328,604	-100.00%
3332058 - Surface Transp Program - Urban	539,650	629,670	281,129	654,670	0	5,929,332	0	5,929,332	5,929,332	5,299,662	841.65%
3340314 - DOE LID Stormwater Grant	681,386	534,170	524,163	534,170	0	0	0	0	0	-534,170	-100.00%
3340361 - WA St. Regional Mobility Grant	245,862	374,355	374,355	374,355	0	0	0	0	0	-374,355	-100.00%
3340369 - WA St Ped/Bicycle Safety Grnt	563,000	563,000	12,417	75,406	0	386,000	0	386,000	386,000	-177,000	-31.43%
3340382 - Trans. Imp. Brd. Aurora	1,004,796	4,576,730	2,348,056	4,576,730	0	36,908	0	36,908	36,908	-4,539,822	-99.19%
3371000 - Interlocal Funding - General	3,070,638	2,712,463	0	2,712,463	0	0	0	0	0	-2,712,463	-100.00%
3371010 - Interlocal Funding - SCL	0	0	1,616,345	0	0	0	0	0	0	0	0.00%
3371020 - Interlocal Funding - SPU	0	0	10,758	0	0	0	0	0	0	0	0.00%
3371030 - Interlocal Funding-Ronald WW	0	0	3,364	0	0	0	0	0	0	0	0.00%
3378000 - King County - METRO	0	0	0	0	0	172,860	0	172,860	172,860	172,860	0.00%
3441000 - Annual Road Surface Charge	793,800	793,800	330,000	799,941	0	1,031,824	0	1,031,824	1,031,824	238,024	29.98%
3611100 - Investment Interest	14,431	14,431	0	2,291	0	37,415	0	37,415	37,415	22,984	159.26%
3611110 - LGIP Investment Interest	0	0	2,488	0	0	0	0	0	0	0	0.00%
3614003 - REET Penalties & Interest	0	0	143	0	0	0	0	0	0	0	0.00%
3970000 - Operating Transfers In	0	0	0	0	0	359,775	0	359,775	359,775	359,775	0.00%
3970002 - Trans In GF Capital Support	779,366	1,279,366	177,813	1,279,366	0	1,304,179	0	1,304,179	1,304,179	24,813	1.93%
Total Revenue Accounts:	21,132,883	23,749,289	10,639,932	21,266,001	0	12,758,137	0	12,758,137	12,758,137	-10,991,152	-46.27%
Total Roads Capital Fund:	21,132,883	23,749,289	10,639,932	21,266,001	0	12,758,137	0	12,758,137	12,758,137	-10,991,152	-46.27%
Department 27 Public Works											
Revenue Accounts											
3340315 - DOE Local Source Control	50,000	50,000	20,918	50,000	50,000	50,000	0	50,000	50,000	0	0.00%
3980000 - Ins Recovery Non Capital	0	0	348	0	0	0	0	0	0	0	0.00%

Comparative Budget Worksheet By Object

Object	2015 Adopted Budget	2015 Current Budget	2015 YTD Actuals	2015 Current Year Est.	2016 Base Budget	2016 Dept Request	2016 Supplemental Request	2016 Proposed Budget	2016 Final Budget	Change in Budget	Pct Chg
Total Revenue Accounts:	50,000	50,000	21,266	50,000	50,000	50,000	0	50,000	50,000	0	0.00%
Department 30 Surface Water CIP											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	0	701,410	0	0	0	110,677	0	110,677	110,677	-590,733	-84.22%
3340314 - DOE LID Stormwater Grant	4,419	4,419	0	23,605	0	0	0	0	0	-4,419	-100.00%
3340393 - DOE Pre-Construction	0	0	0	0	0	250,000	0	250,000	250,000	250,000	0.00%
3340394 - DOE Stormwater Fin Asst Prog	0	0	0	0	0	290,625	0	290,625	290,625	290,625	0.00%
3372104 - KC Fld Zn Dst Opportunity Fd	105,805	105,805	0	105,805	0	110,898	0	110,898	110,898	5,093	4.81%
3431000 - Storm Drainage Fees/Charges	3,850,563	3,850,563	1,463,010	3,850,563	0	4,004,586	0	4,004,586	4,004,586	154,023	4.00%
3431999 - Public Schools SWM Fee Credit	-274,380	-274,380	0	-274,380	0	0	0	0	0	274,380	-100.00%
3611100 - Investment Interest	9,101	9,101	0	9,101	0	18,877	0	18,877	18,877	9,776	107.41%
3611110 - LGIP Investment Interest	0	0	2,324	0	0	0	0	0	0	0	0.00%
3614004 - Interfund Loan Interest	0	0	281	0	0	0	0	0	0	0	0.00%
3614100 - SWM Interest_Delin Utlty Fee	0	0	11,002	0	0	0	0	0	0	0	0.00%
3917001 - Other Note Proceeds	2,000,000	2,000,000	0	0	0	2,000,000	0	2,000,000	2,000,000	0	0.00%
Total Revenue Accounts:	5,695,508	6,396,918	1,476,617	3,714,694	0	6,785,663	0	6,785,663	6,785,663	388,745	6.07%
Total SWM Utility Fund:	5,745,508	6,446,918	1,497,883	3,764,694	50,000	6,835,663	0	6,835,663	6,835,663	388,745	6.02%
Department 16 Administrative Services											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	15,000	15,000	0	0	15,000	15,000	0	15,000	15,000	0	0.00%
3480001 - Interfund Equip/Vehicle Rents	0	0	220,055	220,055	246,107	256,906	-940	255,966	255,966	255,966	0.00%
3490001 - Interfund Equip/Vehicle Rents	263,700	263,700	0	0	0	0	0	0	0	-263,700	-100.00%
3611110 - LGIP Investment Interest	250	250	234	250	250	250	0	250	250	0	0.00%
Total Revenue Accounts:	278,950	278,950	220,289	220,305	261,357	272,156	-940	271,216	271,216	-7,734	-2.77%
Total Vehicle Operations/Maintenance:	278,950	278,950	220,289	220,305	261,357	272,156	-940	271,216	271,216	-7,734	-2.77%
Department 16 Administrative Services											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	595,921	736,343	0	0	595,921	0	0	0	0	-736,343	-100.00%
3480002 - Interfund Equip Rent-Long Term	0	0	290,175	327,185	522,501	495,419	1,431	496,850	496,850	496,850	0.00%
3490002 - Interfund Equip Rent-Long Term	327,185	327,185	0	0	0	0	0	0	0	-327,185	-100.00%
3611100 - Investment Interest	5,000	5,000	5,522	9,158	5,000	6,000	0	6,000	6,000	1,000	20.00%
3611110 - LGIP Investment Interest	3,000	3,000	1,212	1,734	3,000	2,000	0	2,000	2,000	-1,000	-33.33%
3951001 - Proceed_Sale Cap Aset_Gov Fund	0	0	24,200	0	0	0	0	0	0	0	0.00%
Total Revenue Accounts:	931,106	1,071,528	321,109	338,077	1,126,422	503,419	1,431	504,850	504,850	-566,678	-52.88%
Total Equipment Replace/Deprec Fund:	931,106	1,071,528	321,109	338,077	1,126,422	503,419	1,431	504,850	504,850	-566,678	-52.88%
Department 16 Administrative Services											
Revenue Accounts											
3080000 - Budgeted Begining Fund Balance	17,500	17,500	0	0	17,500	17,500	0	17,500	17,500	0	0.00%

Comparative Budget Worksheet By Object

Object	2015 Adopted Budget	2015 Current Budget	2015 YTD Actuals	2015 Current Year Est.	2016 Base Budget	2016 Dept Request	2016 Supplemental Request	2016 Proposed Budget	2016 Final Budget	Change in Budget	Pct Chg
3611110 - LGIP Investment Interest	0	0	71	0	0	0	0	0	0	0	0.00%
3970003 - Transfer IN GF Support	0	0	0	0	0	0	0	0	0	0	0.00%
Total Revenue Accounts:	17,500	17,500	71	0	17,500	17,500	0	17,500	17,500	0	0.00%
Total Unemployment Fund:	17,500	17,500	71	0	17,500	17,500	0	17,500	17,500	0	0.00%
Report Total	73,814,189	80,327,901	39,373,819	71,531,553	45,960,394	77,903,009	1,343,013	79,246,022	79,246,022	-1,081,879	-1.34%

Comparative Budget Worksheet By Object

Object	2015 Adopted Budget	2015 Current Budget	2015 YTD Actuals	2015 Current Year Est.	2016 Base Budget	2016 Dept Request	2016 Supplemental Request	2016 Proposed Budget	2016 Final Budget	Change in Budget	Pct Chg
Department 10 City Council											
Expense Accounts											
5110000 - Salaries	88,200	88,200	60,325	76,200	88,200	88,200	0	88,200	88,200	0	0.00%
5212000 - Social Security Replace Progrm	5,468	5,468	3,731	4,721	5,468	5,468	0	5,468	5,468	0	0.00%
5215000 - Insurance Premium Allowance	77,028	77,028	60,981	77,028	82,992	82,992	0	82,992	82,992	5,964	7.74%
5220000 - Medicare	3,501	3,501	1,757	2,221	1,279	1,279	0	1,279	1,279	-2,222	-63.46%
5230000 - Labor & Industries	1,129	1,129	804	1,129	1,129	1,129	0	1,129	1,129	0	0.00%
5310000 - Office Supplies	1,000	1,000	1,167	1,100	1,000	1,000	0	1,000	1,000	0	0.00%
5350000 - Small Tools/Minor Equipment	0	0	0	0	0	0	0	0	0	0	0.00%
5360000 - Software/Upgrades/Licenses	0	0	0	0	0	0	0	0	0	0	0.00%
5410000 - Professional Services	8,000	8,000	6,000	8,000	8,000	8,000	0	8,000	8,000	0	0.00%
5425000 - Postage/Courier	0	0	0	0	0	0	0	0	0	0	0.00%
5430000 - Travel(Lodge,meals,miles)	25,480	25,480	18,126	25,480	25,480	23,880	0	23,880	23,880	-1,600	-6.27%
5430001 - Council Dinner Meetings	5,000	5,000	3,359	5,000	5,000	5,000	0	5,000	5,000	0	0.00%
5431000 - Mileage Reimb. Local Travel	500	500	322	500	500	500	0	500	500	0	0.00%
5450000 - Operating Rentals & Lease	3,750	3,750	5,113	5,113	3,750	4,450	0	4,450	4,450	700	18.66%
5491000 - Dues, Subscriptions	500	500	0	500	500	500	0	500	500	0	0.00%
5494000 - Registration/Training/Admissn	8,670	8,670	6,942	8,670	8,670	9,570	0	9,570	9,570	900	10.38%
Total Expense Accounts:	228,226	228,226	168,627	215,662	231,968	231,968	0	231,968	231,968	3,742	1.63%
Department 11 City Manager											
Expense Accounts											
5110000 - Salaries	1,132,692	1,132,692	832,206	1,132,692	1,161,138	1,161,138	0	1,161,138	1,161,138	28,446	2.51%
5111000 - Salaries-Extra Help	0	0	2,338	0	0	0	20,800	20,800	20,800	20,800	0.00%
5112000 - Overtime	1,500	1,500	2,283	3,000	1,500	2,750	0	2,750	2,750	1,250	83.33%
5212000 - Social Security Replace Progrm	70,226	70,226	50,718	70,226	71,991	71,991	0	71,991	71,991	1,765	2.51%
5213000 - Soc Sec Replace Pgm-Xtra Help	0	0	145	0	0	0	1,290	1,290	1,290	1,290	0.00%
5214000 - PERS	115,536	115,536	82,275	115,536	129,816	129,816	0	129,816	129,816	14,280	12.35%
5215000 - Insurance Premium Allowance	233,576	233,576	178,679	224,540	239,516	239,516	0	239,516	239,516	5,940	2.54%
5220000 - Medicare	16,424	16,424	12,151	16,424	16,836	16,836	0	16,836	16,836	412	2.50%
5221000 - Medicare - Extra Help	0	0	34	0	0	0	302	302	302	302	0.00%
5230000 - Labor & Industries	4,963	4,963	3,295	4,963	4,965	4,965	0	4,965	4,965	2	0.04%
5231000 - Labor & Industries-Extra Help	0	0	175	0	0	0	153	153	153	153	0.00%
5310000 - Office Supplies	6,325	6,325	2,361	6,325	6,325	6,325	0	6,325	6,325	0	0.00%
5320000 - Operating Supplies	500	500	184	677	500	500	0	500	500	0	0.00%
5330000 - Program Supplies	16,000	16,000	7,914	16,000	8,200	8,650	0	8,650	8,650	-7,350	-45.93%
5350000 - Small Tools/Minor Equipment	1,550	1,550	0	1,550	1,550	1,550	0	1,550	1,550	0	0.00%
5360000 - Software/Upgrades/Licenses	20,050	20,050	21,367	22,140	20,050	20,050	0	20,050	20,050	0	0.00%
5410000 - Professional Services	436,210	447,210	205,989	444,120	238,220	238,635	99,700	338,335	338,335	-108,875	-24.34%
5410002 - Credit Card Fees	1,500	1,500	0	0	0	0	0	0	0	-1,500	-100.00%
5412000 - Advertising	8,300	8,300	1,745	8,300	8,300	8,300	0	8,300	8,300	0	0.00%

Comparative Budget Worksheet By Object

Object	2015 Adopted Budget	2015 Current Budget	2015 YTD Actuals	2015 Current Year Est.	2016 Base Budget	2016 Dept Request	2016 Supplemental Request	2016 Proposed Budget	2016 Final Budget	Change in Budget	Pct Chg
5412001 - Advertising-Franchise	5,424	5,424	0	0	200	200	0	200	200	-5,224	-96.31%
5425000 - Postage/Courier	42,350	42,350	41,901	42,226	42,350	42,350	0	42,350	42,350	0	0.00%
5430000 - Travel(Lodge,meals,miles)	29,597	29,597	14,811	28,347	29,597	29,995	0	29,995	29,995	398	1.34%
5431000 - Mileage Reimb. Local Travel	5,323	5,323	2,772	5,323	5,323	4,050	0	4,050	4,050	-1,273	-23.91%
5441000 - Advertising-Franchise	0	0	0	0	0	0	0	0	0	0	0.00%
5450000 - Operating Rentals & Lease	8,792	8,792	10,939	8,792	8,792	8,792	0	8,792	8,792	0	0.00%
5472000 - Utility-Water	2,437	2,437	3,593	2,437	2,437	2,549	0	2,549	2,549	112	4.59%
5474000 - UTILITY-SEWER	2,401	2,401	1,862	2,401	2,401	2,401	0	2,401	2,401	0	0.00%
5480000 - Repairs & Maintenance	20,000	20,000	244	10,000	10,000	10,000	0	10,000	10,000	-10,000	-50.00%
5491000 - Dues, Subscriptions	12,800	12,800	10,581	12,800	12,800	12,835	0	12,835	12,835	35	0.27%
5492000 - Filing,Recording,Witness Fees	1,000	1,000	1,533	1,533	1,000	1,000	0	1,000	1,000	0	0.00%
5493000 - Printing & Binding	31,300	31,300	18,782	31,300	31,300	31,300	0	31,300	31,300	0	0.00%
5494000 - Registration/Training/Admissn	16,595	16,595	8,561	13,877	16,595	16,860	0	16,860	16,860	265	1.59%
5499000 - Miscellaneous Expenses	7,000	7,000	0	8,414	6,133	6,133	0	6,133	6,133	-867	-12.38%
5510000 - Intergovt Professional Service	2,073	2,073	393	2,164	2,111	1,808	0	1,808	1,808	-265	-12.78%
5901000 - Interfund Prof Svc-Bld Permits	350	350	635	350	350	350	0	350	350	0	0.00%
Total Expense Accounts:	2,252,794	2,263,794	1,520,466	2,236,457	2,080,296	2,081,645	122,245	2,203,890	2,203,890	-59,904	-2.64%
Department 15 City Attorney											
Expense Accounts											
5110000 - Salaries	303,931	303,931	223,739	303,931	312,199	312,199	0	312,199	312,199	8,268	2.72%
5112000 - Overtime	100	100	0	100	100	100	0	100	100	0	0.00%
5212000 - Social Security Replace Progrm	18,844	18,844	13,426	18,844	19,356	19,356	0	19,356	19,356	512	2.71%
5214000 - PERS	31,001	31,001	22,054	31,001	34,904	34,904	0	34,904	34,904	3,903	12.58%
5215000 - Insurance Premium Allowance	41,199	41,199	32,388	41,199	43,140	43,140	0	43,140	43,140	1,941	4.71%
5220000 - Medicare	4,407	4,407	3,293	4,407	4,527	4,527	0	4,527	4,527	120	2.72%
5230000 - Labor & Industries	1,145	1,145	769	1,145	1,146	1,146	0	1,146	1,146	1	0.08%
5310000 - Office Supplies	1,050	1,050	1,107	1,050	1,050	1,050	0	1,050	1,050	0	0.00%
5320000 - Operating Supplies	500	500	171	171	500	500	0	500	500	0	0.00%
5360000 - Software/Upgrades/Licenses	0	0	461	461	0	0	0	0	0	0	0.00%
5410000 - Professional Services	185,224	259,872	134,705	259,872	177,190	217,190	0	217,190	217,190	-42,682	-16.42%
5425000 - Postage/Courier	1,350	1,350	759	1,350	1,350	1,350	0	1,350	1,350	0	0.00%
5430000 - Travel(Lodge,meals,miles)	1,600	1,600	1,711	1,600	2,300	2,300	0	2,300	2,300	700	43.75%
5431000 - Mileage Reimb. Local Travel	200	200	104	200	200	200	0	200	200	0	0.00%
5491000 - Dues, Subscriptions	3,785	3,785	2,606	3,785	6,959	6,959	0	6,959	6,959	3,174	83.85%
5492000 - Filing,Recording,Witness Fees	900	900	530	755	900	900	0	900	900	0	0.00%
5493000 - Printing & Binding	0	0	1	0	0	0	0	0	0	0	0.00%
5494000 - Registration/Training/Admissn	1,500	1,500	925	1,500	1,500	1,500	0	1,500	1,500	0	0.00%
5510000 - Intergovt Professional Service	0	0	13	13	0	0	0	0	0	0	0.00%
Total Expense Accounts:	596,736	671,384	438,762	671,384	607,321	647,321	0	647,321	647,321	-24,063	-3.58%
Department 16 Administrative Services											

Comparative Budget Worksheet By Object

Object	2015 Adopted Budget	2015 Current Budget	2015 YTD Actuals	2015 Current Year Est.	2016 Base Budget	2016 Dept Request	2016 Supplemental Request	2016 Proposed Budget	2016 Final Budget	Change in Budget	Pct Chg
Expense Accounts											
5110000 - Salaries	1,722,684	1,722,684	1,239,849	1,691,245	1,749,882	1,749,882	81,585	1,831,467	1,831,467	108,783	6.31%
5111000 - Salaries-Extra Help	51,110	51,110	45,528	55,686	11,486	11,486	77,760	89,246	89,246	38,136	74.61%
5112000 - Overtime	7,820	7,820	2,942	7,020	8,020	8,020	0	8,020	8,020	200	2.55%
5114000 - Callback Pay	0	0	379	1,000	0	0	0	0	0	0	0.00%
5115000 - Vacation Buy-Out	30,000	30,000	1,433	30,000	30,000	30,000	0	30,000	30,000	0	0.00%
5212000 - Social Security Replace Progrm	106,806	106,806	75,974	104,857	108,494	108,494	5,058	113,552	113,552	6,746	6.31%
5213000 - Soc Sec Replace Pgm-Xtra Help	3,170	3,170	2,870	3,455	713	713	4,821	5,534	5,534	2,364	74.57%
5214000 - PERS	175,715	175,715	120,113	172,315	195,635	195,635	9,121	204,756	204,756	29,041	16.52%
5214002 - PERS - Extra Help	4,294	4,294	0	4,294	0	0	4,294	4,294	4,294	0	0.00%
5215000 - Insurance Premium Allowance	314,266	314,266	235,375	305,206	322,595	322,595	11,940	334,535	334,535	20,269	6.44%
5220000 - Medicare	24,980	24,980	18,369	24,524	25,372	25,372	1,183	26,555	26,555	1,575	6.30%
5221000 - Medicare - Extra Help	742	742	671	809	167	167	1,128	1,295	1,295	553	74.52%
5230000 - Labor & Industries	11,400	11,400	6,474	11,287	11,363	11,363	382	11,745	11,745	345	3.02%
5231000 - Labor & Industries-Extra Help	451	451	1,432	523	48	48	573	621	621	170	37.69%
5310000 - Office Supplies	8,205	8,205	3,218	8,161	8,205	8,205	0	8,205	8,205	0	0.00%
5320000 - Operating Supplies	95,606	95,606	66,705	85,852	95,606	95,606	0	95,606	95,606	0	0.00%
5330000 - Program Supplies	200	200	390	590	200	200	0	200	200	0	0.00%
5350000 - Small Tools/Minor Equipment	165,850	165,850	115,936	194,789	171,564	171,764	10,694	182,458	182,458	16,608	10.01%
5360000 - Software/Upgrades/Licenses	19,007	19,007	40,047	25,475	19,007	42,607	0	42,607	42,607	23,600	124.16%
5410000 - Professional Services	476,910	540,662	323,680	512,674	192,309	167,913	644,000	811,913	811,913	271,251	50.17%
5410001 - Janitorial Service	48,876	66,560	40,802	66,561	77,276	77,276	0	77,276	77,276	10,716	16.09%
5412000 - Advertising	1,500	1,500	1,597	3,144	1,500	3,500	0	3,500	3,500	2,000	133.33%
5420000 - Telephone	117,000	117,000	83,305	119,240	119,340	119,340	5,760	125,100	125,100	8,100	6.92%
5425000 - Postage/Courier	16,525	16,525	11,944	16,438	16,525	17,125	0	17,125	17,125	600	3.63%
5430000 - Travel(Lodge,meals,miles)	16,660	16,660	6,290	14,452	16,660	21,815	2,000	23,815	23,815	7,155	42.94%
5431000 - Mileage Reimb. Local Travel	600	600	158	741	600	639	0	639	639	39	6.50%
5442000 - Taxes & Operating Assessment	39,623	39,623	39,512	39,512	41,093	41,093	0	41,093	41,093	1,470	3.70%
5450000 - Operating Rentals & Lease	28,560	28,560	40,365	28,560	28,560	21,430	0	21,430	21,430	-7,130	-24.96%
5460000 - Insurance	362,637	362,637	358,530	358,530	362,637	329,901	0	329,901	329,901	-32,736	-9.02%
5471000 - Utility-Electricity	83,403	83,403	48,984	82,213	83,403	83,403	0	83,403	83,403	0	0.00%
5472000 - Utility-Water	7,810	7,810	7,779	9,000	7,810	8,072	0	8,072	8,072	262	3.35%
5474000 - UTILITY-SEWER	4,299	4,299	3,646	4,299	4,299	4,299	0	4,299	4,299	0	0.00%
5475000 - UTILITY-GARBAGE/SOLID WASTE	10,254	10,254	7,088	10,698	11,126	11,126	0	11,126	11,126	872	8.50%
5480000 - Repairs & Maintenance	466,895	473,986	313,512	470,393	501,287	507,300	0	507,300	507,300	33,314	7.02%
5491000 - Dues, Subscriptions	143,976	143,976	135,907	138,701	151,801	151,719	0	151,719	151,719	7,743	5.37%
5493000 - Printing & Binding	320	320	478	270	320	320	0	320	320	0	0.00%
5494000 - Registration/Training/Admissn	27,932	27,932	8,415	24,516	27,932	29,083	4,000	33,083	33,083	5,151	18.44%
5496000 - Judgements/Settlements	0	0	45,000	45,000	0	0	0	0	0	0	0.00%
5510000 - Intergovt Professional Service	235,699	242,780	100,474	330,945	251,523	262,243	60,000	322,243	322,243	79,463	32.73%
5640000 - Machinery & Equipment	0	0	0	0	0	0	0	0	0	0	0.00%

Comparative Budget Worksheet By Object

Object	2015 Adopted Budget	2015 Current Budget	2015 YTD Actuals	2015 Current Year Est.	2016 Base Budget	2016 Dept Request	2016 Supplemental Request	2016 Proposed Budget	2016 Final Budget	Change in Budget	Pct Chg
5820001 - Interest on Interfund Debt	0	0	281	332	0	0	0	0	0	0	0.00%
5901000 - Interfund Prof Svc-Bld Permits	1,000	1,000	0	1,000	1,000	1,000	0	1,000	1,000	0	0.00%
5910000 - Interfund Chg-Equip Replacemnt	41,937	41,937	4,927	4,937	40,728	12,697	0	12,697	12,697	-29,240	-69.72%
5950000 - Interfund Vehicle Operat/Maint	14,052	14,052	14,052	14,052	13,712	15,357	0	15,357	15,357	1,305	9.28%
5992000 - Contingency	210,030	40,850	0	250,000	25,000	257,362	0	257,362	257,362	216,512	530.01%
5994000 - Operational Contingency	688,594	688,594	0	0	688,594	710,634	0	710,634	710,634	22,040	3.20%
5995000 - Other Reserves	255,000	255,000	0	0	255,000	255,000	0	255,000	255,000	0	0.00%
Total Expense Accounts:	6,042,398	5,968,826	3,574,431	5,273,296	5,678,392	5,891,804	924,299	6,816,103	6,816,103	847,277	14.19%
Department 17 City Wide											
TRANSFER OUT ACCOUNTS											
5970002 - Trans Out GF Capital Suppport	903,398	903,398	267,812	1,403,398	903,398	3,028,211	0	3,028,211	3,028,211	2,124,813	235.20%
5970003 - Transfer Out GF Support	285,206	285,206	213,905	285,206	285,206	244,403	0	244,403	244,403	-40,803	-14.30%
5970004 - Transfer Out Debt Service	612,500	901,528	475,385	901,528	873,323	873,449	0	873,449	873,449	-28,079	-3.11%
5977600 - Transfer Out - Parks	220,000	220,000	37,500	220,000	220,000	180,000	0	180,000	180,000	-40,000	-18.18%
Total TRANSFER OUT ACCOUNTS:	2,021,104	2,310,132	994,602	2,810,132	2,281,927	4,326,063	0	4,326,063	4,326,063	2,015,931	87.26%
Department 18 Human Resources											
Expense Accounts											
5110000 - Salaries	281,781	281,781	196,002	272,916	283,001	283,001	0	283,001	283,001	1,220	0.43%
5212000 - Social Security Replace Progrm	17,470	17,470	12,073	16,920	17,546	17,546	0	17,546	17,546	76	0.43%
5214000 - PERS	28,742	28,742	18,715	27,241	31,640	31,640	0	31,640	31,640	2,898	10.08%
5215000 - Insurance Premium Allowance	50,108	50,108	30,178	39,722	42,819	42,819	0	42,819	42,819	-7,289	-14.54%
5220000 - Medicare	4,086	4,086	3,048	3,957	4,104	4,104	0	4,104	4,104	18	0.44%
5230000 - Labor & Industries	1,145	1,145	756	1,086	1,146	1,146	0	1,146	1,146	1	0.08%
5310000 - Office Supplies	1,150	1,150	936	1,150	1,150	1,150	0	1,150	1,150	0	0.00%
5320000 - Operating Supplies	0	0	207	0	0	0	0	0	0	0	0.00%
5330000 - Program Supplies	10,000	10,000	3,115	10,000	13,200	13,200	0	13,200	13,200	3,200	32.00%
5360000 - Software/Upgrades/Licenses	14,480	14,480	16,324	14,480	0	0	0	0	0	-14,480	-100.00%
5410000 - Professional Services	84,395	94,395	61,602	110,000	34,395	34,395	0	34,395	34,395	-60,000	-63.56%
5412000 - Advertising	5,331	5,331	1,895	3,000	5,331	3,000	0	3,000	3,000	-2,331	-43.72%
5425000 - Postage/Courier	150	150	164	150	150	150	0	150	150	0	0.00%
5430000 - Travel(Lodge,meals,miles)	3,960	3,960	2,582	3,960	3,960	3,960	0	3,960	3,960	0	0.00%
5491000 - Dues, Subscriptions	2,340	2,340	1,098	2,340	2,340	2,340	0	2,340	2,340	0	0.00%
5494000 - Registration/Training/Admissn	1,600	1,600	0	1,600	1,600	1,600	0	1,600	1,600	0	0.00%
5510000 - Intergovt Professional Service	0	0	13	0	0	0	0	0	0	0	0.00%
Total Expense Accounts:	506,738	516,738	348,708	508,522	442,382	440,051	0	440,051	440,051	-76,687	-14.84%
Department 20 Police											
Expense Accounts											
5230000 - Labor & Industries	0	0	70	0	0	0	0	0	0	0	0.00%
5310000 - Office Supplies	1,550	1,550	1,437	1,204	1,550	1,550	0	1,550	1,550	0	0.00%
5320000 - Operating Supplies	24,350	24,350	22,159	18,500	24,350	24,350	0	24,350	24,350	0	0.00%

Comparative Budget Worksheet By Object

Object	2015 Adopted Budget	2015 Current Budget	2015 YTD Actuals	2015 Current Year Est.	2016 Base Budget	2016 Dept Request	2016 Supplemental Request	2016 Proposed Budget	2016 Final Budget	Change in Budget	Pct Chg
5330000 - Program Supplies	1,550	1,550	-366	360	1,550	1,550	1,080	2,630	2,630	1,080	69.67%
5340000 - Supplies Packaged for Resale	500	500	0	150	500	500	0	500	500	0	0.00%
5350000 - Small Tools/Minor Equipment	1,600	11,535	1,013	12,135	1,600	1,600	0	1,600	1,600	-9,935	-86.12%
5410000 - Professional Services	600	600	3,300	2,410	600	600	5,430	6,030	6,030	5,430	905.00%
5410001 - Janitorial Service	13,266	18,925	10,280	13,266	22,693	22,693	0	22,693	22,693	3,768	19.91%
5420000 - Telephone	0	0	341	800	0	0	0	0	0	0	0.00%
5425000 - Postage/Courier	760	760	520	772	760	760	0	760	760	0	0.00%
5430000 - Travel(Lodge,meals,miles)	5,750	5,750	7,345	7,642	5,750	5,750	990	6,740	6,740	990	17.21%
5431000 - Mileage Reimb. Local Travel	0	0	143	200	0	0	0	0	0	0	0.00%
5442000 - Taxes & Operating Assessment	0	0	-15	0	0	0	0	0	0	0	0.00%
5450000 - Operating Rentals & Lease	0	0	13	0	0	0	0	0	0	0	0.00%
5471000 - Utility-Electricity	10,887	10,887	6,596	10,887	11,410	11,410	0	11,410	11,410	523	4.80%
5472000 - Utility-Water	968	968	717	968	968	1,013	0	1,013	1,013	45	4.64%
5473000 - Utility-Gas	6,360	6,360	1,957	4,000	6,360	6,360	0	6,360	6,360	0	0.00%
5474000 - UTILITY-SEWER	999	999	642	999	999	999	0	999	999	0	0.00%
5480000 - Repairs & Maintenance	3,400	3,400	1,788	1,600	3,400	3,400	0	3,400	3,400	0	0.00%
5491000 - Dues, Subscriptions	590	590	0	0	590	590	0	590	590	0	0.00%
5493000 - Printing & Binding	500	500	0	400	500	500	0	500	500	0	0.00%
5494000 - Registration/Training/Admissn	6,850	6,850	3,645	5,650	6,850	6,850	0	6,850	6,850	0	0.00%
5510000 - Intergovt Professional Service	10,769,465	10,828,463	7,136,134	10,814,944	11,362,074	11,212,074	0	11,212,074	11,212,074	383,611	3.54%
Total Expense Accounts:	10,849,945	10,924,537	7,197,719	10,896,887	11,452,504	11,302,549	7,500	11,310,049	11,310,049	385,512	3.52%
Department 21 Criminal Justice											
Expense Accounts											
5410000 - Professional Services	302,447	302,447	152,440	283,700	302,447	299,913	0	299,913	299,913	-2,534	-0.83%
5510000 - Intergovt Professional Service	2,257,600	2,257,600	1,602,195	2,710,000	2,257,600	2,860,000	0	2,860,000	2,860,000	602,400	26.68%
5910000 - Interfund Chg-Equip Replacemnt	15,744	15,744	15,744	15,744	23,810	23,810	0	23,810	23,810	8,066	51.23%
5950000 - Interfund Vehicle Operat/Maint	5,500	5,500	5,500	5,500	6,195	7,103	0	7,103	7,103	1,603	29.14%
Total Expense Accounts:	2,581,291	2,581,291	1,775,879	3,014,944	2,590,052	3,190,826	0	3,190,826	3,190,826	609,535	23.61%
Department 24 Parks, Recreation, Cultural Sv											
Expense Accounts											
5110000 - Salaries	1,861,094	1,887,988	1,381,400	1,878,912	1,918,755	1,918,755	26,113	1,944,868	1,944,868	56,880	3.01%
5111000 - Salaries-Extra Help	596,449	614,874	469,578	622,705	615,342	619,330	-7,325	612,005	612,005	-2,869	-0.46%
5112000 - Overtime	10,400	10,400	6,042	11,085	10,400	10,400	0	10,400	10,400	0	0.00%
5112100 - Overtime-Extra Help	203	203	29	15	203	0	0	0	0	-203	-100.00%
5113000 - Standby Pay	0	0	4	0	0	0	0	0	0	0	0.00%
5115000 - Vacation Buy-Out	0	0	2,160	0	0	0	0	0	0	0	0.00%
5211000 - Benefits - Extra Help	0	0	0	0	0	0	0	0	0	0	0.00%
5212000 - Social Security Replace Progrm	115,386	115,386	85,162	116,491	118,964	118,964	1,619	120,583	120,583	5,197	4.50%
5213000 - Soc Sec Replace Pgm-Xtra Help	36,982	38,124	29,068	38,608	38,153	38,400	-454	37,946	37,946	-178	-0.46%
5214000 - PERS	189,833	189,833	150,464	203,512	214,518	214,518	2,919	217,437	217,437	27,604	14.54%

Comparative Budget Worksheet By Object

Object	2015 Adopted Budget	2015 Current Budget	2015 YTD Actuals	2015 Current Year Est.	2016 Base Budget	2016 Dept Request	2016 Supplemental Request	2016 Proposed Budget	2016 Final Budget	Change in Budget	Pct Chg
5214002 - PERS - Extra Help	10,360	10,643	7,024	8,301	10,638	10,638	0	10,638	10,638	-5	-0.04%
5215000 - Insurance Premium Allowance	436,534	436,534	358,717	438,937	481,298	481,298	11,940	493,238	493,238	56,704	12.98%
5220000 - Medicare	26,986	26,986	20,505	27,238	27,822	27,822	379	28,201	28,201	1,215	4.50%
5221000 - Medicare - Extra Help	8,651	8,898	6,798	9,011	8,922	8,972	-107	8,865	8,865	-33	-0.37%
5230000 - Labor & Industries	41,770	41,770	27,199	41,771	42,200	42,200	191	42,391	42,391	621	1.48%
5231000 - Labor & Industries-Extra Help	52,594	52,594	40,577	53,148	52,011	52,302	760	53,062	53,062	468	0.88%
5310000 - Office Supplies	6,450	6,450	3,250	6,450	6,450	6,450	0	6,450	6,450	0	0.00%
5320000 - Operating Supplies	99,326	118,735	57,627	103,910	99,326	99,326	2,000	101,326	101,326	-17,409	-14.66%
5330000 - Program Supplies	84,621	89,121	47,740	90,421	85,621	85,621	0	85,621	85,621	-3,500	-3.92%
5340000 - Supplies Packaged for Resale	4,500	4,500	1,430	4,500	4,500	4,500	0	4,500	4,500	0	0.00%
5350000 - Small Tools/Minor Equipment	17,000	30,094	1,068	11,937	17,000	17,500	900	18,400	18,400	-11,694	-38.85%
5360000 - Software/Upgrades/Licenses	0	0	1,095	1,095	0	0	0	0	0	0	0.00%
5410000 - Professional Services	422,149	442,153	318,834	464,870	430,549	437,349	120,000	557,349	557,349	115,196	26.05%
5410001 - Janitorial Service	133,330	136,944	93,902	133,330	116,807	116,807	0	116,807	116,807	-20,137	-14.70%
5410002 - Credit Card Fees	36,000	36,000	34,746	39,000	36,000	36,000	0	36,000	36,000	0	0.00%
5412000 - Advertising	8,250	8,250	4,067	8,250	8,250	8,250	0	8,250	8,250	0	0.00%
5420000 - Telephone	300	300	70	318	300	300	0	300	300	0	0.00%
5425000 - Postage/Courier	20,000	20,000	11,900	20,000	20,000	20,000	0	20,000	20,000	0	0.00%
5430000 - Travel(Lodge,meals,miles)	11,380	11,380	1,784	8,140	11,380	9,680	0	9,680	9,680	-1,700	-14.93%
5431000 - Mileage Reimb. Local Travel	650	650	303	650	650	650	0	650	650	0	0.00%
5442000 - Taxes & Operating Assessment	0	0	11,923	6,000	6,000	6,000	0	6,000	6,000	6,000	0.00%
5450000 - Operating Rentals & Lease	34,330	34,330	24,547	38,131	34,330	37,430	0	37,430	37,430	3,100	9.03%
5471000 - Utility-Electricity	127,474	127,474	76,582	118,312	122,912	122,912	0	122,912	122,912	-4,562	-3.57%
5472000 - Utility-Water	246,323	246,323	131,497	239,391	254,867	256,460	-35,000	221,460	221,460	-24,863	-10.09%
5473000 - Utility-Gas	106,245	106,245	51,413	101,160	106,245	101,245	0	101,245	101,245	-5,000	-4.70%
5474000 - UTILITY-SEWER	101,808	101,808	61,871	82,495	101,808	101,808	0	101,808	101,808	0	0.00%
5475000 - UTILITY-GARBAGE/SOLID WASTE	1,858	1,858	0	1,400	1,858	1,858	0	1,858	1,858	0	0.00%
5480000 - Repairs & Maintenance	10,200	10,200	20,965	23,570	10,200	10,200	0	10,200	10,200	0	0.00%
5491000 - Dues, Subscriptions	10,107	10,107	8,638	9,999	10,024	9,894	0	9,894	9,894	-213	-2.10%
5493000 - Printing & Binding	29,800	29,800	11,564	29,150	29,800	29,800	0	29,800	29,800	0	0.00%
5494000 - Registration/Training/Admissn	13,769	18,803	2,800	18,783	13,769	12,669	0	12,669	12,669	-6,134	-32.62%
5495000 - City Grants to Other Agencies	165,000	165,000	83,333	165,000	165,000	165,000	0	165,000	165,000	0	0.00%
5499000 - Miscellaneous Expenses	9,000	9,000	0	9,000	3,000	3,000	0	3,000	3,000	-6,000	-66.66%
5510000 - Intergovt Professional Service	50,866	52,831	16,747	35,837	53,069	47,299	1,000	48,299	48,299	-4,532	-8.57%
5620000 - Buildings & Structures	0	40,500	782	40,500	0	0	0	0	0	-40,500	-100.00%
5910000 - Interfund Chg-Equip Replacemnt	65,352	65,352	65,352	65,352	106,724	107,673	0	107,673	107,673	42,321	64.75%
5950000 - Interfund Vehicle Operat/Maint	63,429	63,429	63,429	63,429	61,993	73,413	0	73,413	73,413	9,984	15.74%
5992000 - Contingency	0	0	0	0	0	-77,000	0	-77,000	-77,000	-77,000	0.00%
Total Expense Accounts:	5,266,759	5,421,870	3,793,986	5,390,114	5,457,658	5,395,693	124,935	5,520,628	5,520,628	98,758	1.82%

Department 25 Planning & Community

Comparative Budget Worksheet By Object

Object	2015 Adopted Budget	2015 Current Budget	2015 YTD Actuals	2015 Current Year Est.	2016 Base Budget	2016 Dept Request	2016 Supplemental Request	2016 Proposed Budget	2016 Final Budget	Change in Budget	Pct Chg
Expense Accounts											
5110000 - Salaries	1,732,374	1,732,374	1,242,595	1,697,254	1,759,190	1,759,190	38,236	1,797,426	1,797,426	65,052	3.75%
5111000 - Salaries-Extra Help	810	810	1,021	810	810	810	0	810	810	0	0.00%
5112000 - Overtime	0	0	264	264	0	0	0	0	0	0	0.00%
5115000 - Vacation Buy-Out	0	0	1,507	0	0	0	0	0	0	0	0.00%
5212000 - Social Security Replace Progrm	107,407	107,407	76,253	105,259	109,070	109,070	2,371	111,441	111,441	4,034	3.75%
5213000 - Soc Sec Replace Pgm-Xtra Help	150	150	63	150	150	150	0	150	150	0	0.00%
5214000 - PERS	176,702	176,702	122,427	173,377	196,678	196,678	4,275	200,953	200,953	24,251	13.72%
5215000 - Insurance Premium Allowance	306,217	306,217	234,362	298,269	319,898	319,898	11,940	331,838	331,838	25,621	8.36%
5220000 - Medicare	25,120	25,120	18,513	24,610	25,509	25,509	554	26,063	26,063	943	3.75%
5221000 - Medicare - Extra Help	35	35	15	35	35	35	0	35	35	0	0.00%
5230000 - Labor & Industries	13,312	13,312	8,426	13,126	13,312	13,312	286	13,598	13,598	286	2.14%
5231000 - Labor & Industries-Extra Help	42	42	6	42	42	42	0	42	42	0	0.00%
5310000 - Office Supplies	6,012	6,012	2,871	6,012	6,012	6,012	0	6,012	6,012	0	0.00%
5320000 - Operating Supplies	1,667	2,560	1,419	4,792	1,667	1,667	0	1,667	1,667	-893	-34.88%
5321000 - Fuel Consumed	0	0	100	170	0	0	0	0	0	0	0.00%
5350000 - Small Tools/Minor Equipment	757	2,257	1,421	2,209	757	757	0	757	757	-1,500	-66.45%
5360000 - Software/Upgrades/Licenses	1,325	1,325	151	1,325	1,325	1,325	0	1,325	1,325	0	0.00%
5410000 - Professional Services	96,668	292,424	105,417	280,251	84,668	84,668	158,327	242,995	242,995	-49,429	-16.90%
5410002 - Credit Card Fees	27,000	27,000	23,646	33,000	33,000	33,000	0	33,000	33,000	6,000	22.22%
5412000 - Advertising	10,510	11,460	1,577	5,000	10,510	9,020	0	9,020	9,020	-2,440	-21.29%
5425000 - Postage/Courier	8,296	8,296	4,166	6,500	8,296	8,296	0	8,296	8,296	0	0.00%
5430000 - Travel(Lodge,meals,miles)	10,561	10,813	1,551	10,813	10,561	11,131	200	11,331	11,331	518	4.79%
5431000 - Mileage Reimb. Local Travel	400	400	389	650	400	400	0	400	400	0	0.00%
5450000 - Operating Rentals & Lease	530	530	410	530	530	530	0	530	530	0	0.00%
5480000 - Repairs & Maintenance	0	0	7	7	0	0	0	0	0	0	0.00%
5491000 - Dues, Subscriptions	5,799	5,799	2,683	5,890	5,799	6,069	100	6,169	6,169	370	6.38%
5492000 - Filing,Recording,Witness Fees	6,000	6,000	1,500	6,000	6,000	6,000	0	6,000	6,000	0	0.00%
5493000 - Printing & Binding	2,030	2,030	1,841	2,561	2,030	2,030	0	2,030	2,030	0	0.00%
5494000 - Registration/Training/Admissn	16,534	16,534	10,769	16,534	16,534	17,184	350	17,534	17,534	1,000	6.04%
5510000 - Intergovt Professional Service	0	0	156	156	0	0	0	0	0	0	0.00%
5910000 - Interfund Chg-Equip Replacemnt	5,560	5,560	5,560	5,560	4,395	4,395	0	4,395	4,395	-1,165	-20.95%
5950000 - Interfund Vehicle Operat/Maint	4,025	4,025	4,025	4,025	4,108	4,711	0	4,711	4,711	686	17.04%
5992000 - Contingency	0	0	0	0	0	0	0	0	0	0	0.00%
Total Expense Accounts:	2,565,843	2,765,194	1,875,111	2,705,181	2,621,286	2,621,889	216,639	2,838,528	2,838,528	73,334	2.65%
Department 27 Public Works											
Expense Accounts											
5110000 - Salaries	1,084,921	1,058,027	679,991	1,034,979	1,058,263	1,088,971	30,293	1,119,264	1,119,264	61,237	5.78%
5111000 - Salaries-Extra Help	14,214	14,214	5,865	14,214	14,214	14,214	0	14,214	14,214	0	0.00%
5112000 - Overtime	15,007	15,007	14,005	15,119	15,007	15,007	0	15,007	15,007	0	0.00%

Comparative Budget Worksheet By Object

Object	2015 Adopted Budget	2015 Current Budget	2015 YTD Actuals	2015 Current Year Est.	2016 Base Budget	2016 Dept Request	2016 Supplemental Request	2016 Proposed Budget	2016 Final Budget	Change in Budget	Pct Chg
5212000 - Social Security Replace Progrm	67,266	67,266	42,672	62,503	65,613	67,517	1,878	69,395	69,395	2,129	3.16%
5213000 - Soc Sec Replace Pgm-Xtra Help	882	882	364	882	882	882	0	882	882	0	0.00%
5214000 - PERS	107,919	107,919	64,325	96,523	118,314	121,747	3,387	125,134	125,134	17,215	15.95%
5215000 - Insurance Premium Allowance	174,290	174,290	105,977	142,221	157,133	161,312	7,433	168,745	168,745	-5,545	-3.18%
5220000 - Medicare	15,732	15,732	10,527	14,609	15,346	15,791	440	16,231	16,231	499	3.17%
5221000 - Medicare - Extra Help	207	207	85	207	207	207	0	207	207	0	0.00%
5230000 - Labor & Industries	14,531	14,531	8,734	13,425	13,596	13,730	162	13,892	13,892	-639	-4.39%
5231000 - Labor & Industries-Extra Help	841	841	67	841	824	824	0	824	824	-17	-2.02%
5310000 - Office Supplies	3,718	3,718	2,224	3,070	3,718	2,868	100	2,968	2,968	-750	-20.17%
5320000 - Operating Supplies	4,868	4,868	5,647	5,590	4,868	5,268	0	5,268	5,268	400	8.21%
5330000 - Program Supplies	44,714	69,714	18,487	68,982	44,714	22,579	0	22,579	22,579	-47,135	-67.61%
5350000 - Small Tools/Minor Equipment	7,500	7,500	1,769	8,399	7,500	8,200	0	8,200	8,200	700	9.33%
5360000 - Software/Upgrades/Licenses	6,200	6,200	5,657	6,631	6,200	6,200	0	6,200	6,200	0	0.00%
5410000 - Professional Services	354,209	481,787	249,254	543,995	218,209	165,918	75,000	240,918	240,918	-240,869	-49.99%
5420000 - Telephone	500	500	449	629	500	500	0	500	500	0	0.00%
5425000 - Postage/Courier	10,775	10,775	15,814	18,185	10,775	6,800	0	6,800	6,800	-3,975	-36.89%
5430000 - Travel(Lodge,meals,miles)	6,970	6,970	697	4,325	6,970	5,420	500	5,920	5,920	-1,050	-15.06%
5431000 - Mileage Reimb. Local Travel	507	507	58	507	507	517	0	517	517	10	1.97%
5450000 - Operating Rentals & Lease	3,250	3,250	2,615	3,120	3,250	3,250	0	3,250	3,250	0	0.00%
5471001 - Utility-Electricity,Street Lts	443,075	443,075	335,014	443,075	509,524	509,524	0	509,524	509,524	66,449	14.99%
5471002 - Utility-Electricity,Traffic Sg	41,420	41,420	23,293	34,000	41,420	41,420	0	41,420	41,420	0	0.00%
5480000 - Repairs & Maintenance	5,590	5,590	1,775	3,140	5,590	5,590	0	5,590	5,590	0	0.00%
5491000 - Dues, Subscriptions	5,770	5,770	6,180	6,883	5,853	5,745	0	5,745	5,745	-25	-0.43%
5493000 - Printing & Binding	5,925	5,925	10,884	10,936	5,925	10,525	0	10,525	10,525	4,600	77.63%
5494000 - Registration/Training/Admissn	10,621	10,621	3,730	10,121	11,935	11,935	500	12,435	12,435	1,814	17.07%
5495000 - City Grants to Other Agencies	15,000	15,000	0	11,665	15,000	15,000	0	15,000	15,000	0	0.00%
5510000 - Intergovt Professional Service	249,940	293,443	109,213	293,547	264,940	264,940	0	264,940	264,940	-28,503	-9.71%
5630000 - Other Improvements	0	0	0	0	0	0	0	0	0	0	0.00%
5910000 - Interfund Chg-Equip Replacemnt	7,529	7,529	7,529	7,529	15,323	15,323	0	15,323	15,323	7,794	103.51%
5950000 - Interfund Vehicle Operat/Maint	10,708	10,708	10,708	10,708	9,542	10,941	0	10,941	10,941	233	2.17%
Total Expense Accounts:	2,734,599	2,903,786	1,743,609	2,890,560	2,651,662	2,618,665	119,693	2,738,358	2,738,358	-165,428	-5.69%
Department 33 Community Services											
Expense Accounts											
5110000 - Salaries	623,936	651,520	465,427	632,378	623,514	623,514	28,803	652,317	652,317	797	0.12%
5111000 - Salaries-Extra Help	0	0	-372	0	0	0	0	0	0	0	0.00%
5112000 - Overtime	3,000	3,000	2,884	3,000	3,000	1,500	0	1,500	1,500	-1,500	-50.00%
5113000 - Standby Pay	21,573	21,573	13,428	21,573	21,573	21,573	0	21,573	21,573	0	0.00%
5114000 - Callback Pay	7,000	7,000	4,424	7,000	7,000	7,000	0	7,000	7,000	0	0.00%
5212000 - Social Security Replace Progrm	38,684	38,684	28,953	37,497	38,658	38,658	1,786	40,444	40,444	1,760	4.54%
5214000 - PERS	55,450	55,450	41,958	52,591	69,708	69,708	3,220	72,928	72,928	17,478	31.52%

Comparative Budget Worksheet By Object

Object	2015 Adopted Budget	2015 Current Budget	2015 YTD Actuals	2015 Current Year Est.	2016 Base Budget	2016 Dept Request	2016 Supplemental Request	2016 Proposed Budget	2016 Final Budget	Change in Budget	Pct Chg
5215000 - Insurance Premium Allowance	134,930	134,930	103,239	130,055	146,042	146,042	1	146,043	146,043	11,113	8.23%
5220000 - Medicare	9,047	9,047	6,922	8,770	9,041	9,041	418	9,459	9,459	412	4.55%
5230000 - Labor & Industries	8,416	8,416	10,120	8,296	8,416	8,416	191	8,607	8,607	191	2.26%
5232000 - Labor & Industries-Standby Pay	7,020	7,020	0	7,020	6,892	6,892	0	6,892	6,892	-128	-1.82%
5310000 - Office Supplies	2,058	2,058	1,194	2,058	2,058	2,058	0	2,058	2,058	0	0.00%
5320000 - Operating Supplies	2,500	2,500	744	2,500	2,500	2,500	0	2,500	2,500	0	0.00%
5330000 - Program Supplies	14,775	14,775	8,956	14,775	14,775	14,775	4,500	19,275	19,275	4,500	30.45%
5350000 - Small Tools/Minor Equipment	3,350	9,269	5,382	9,153	3,350	3,350	0	3,350	3,350	-5,919	-63.85%
5360000 - Software/Upgrades/Licenses	0	0	832	277	0	0	0	0	0	0	0.00%
5410000 - Professional Services	15,750	15,750	5,277	13,750	15,750	15,750	-4,250	11,500	11,500	-4,250	-26.98%
5412000 - Advertising	450	450	0	450	450	450	0	450	450	0	0.00%
5420000 - Telephone	2,004	2,004	1,180	2,004	2,004	2,004	0	2,004	2,004	0	0.00%
5425000 - Postage/Courier	6,350	6,350	4,121	6,350	6,350	6,350	500	6,850	6,850	500	7.87%
5430000 - Travel(Lodge,meals,miles)	4,750	4,750	5,258	4,450	4,750	5,750	1,000	6,750	6,750	2,000	42.10%
5431000 - Mileage Reimb. Local Travel	2,600	2,600	678	2,600	2,600	2,600	150	2,750	2,750	150	5.76%
5450000 - Operating Rentals & Lease	950	950	1,268	1,518	950	950	0	950	950	0	0.00%
5460000 - Insurance	3,960	3,960	3,756	3,960	3,960	3,960	0	3,960	3,960	0	0.00%
5480000 - Repairs & Maintenance	2,050	2,050	323	2,050	2,050	2,050	0	2,050	2,050	0	0.00%
5491000 - Dues, Subscriptions	2,670	2,670	1,575	2,670	2,670	2,670	0	2,670	2,670	0	0.00%
5493000 - Printing & Binding	6,000	6,000	3,760	6,064	6,000	6,000	1,100	7,100	7,100	1,100	18.33%
5494000 - Registration/Training/Admissn	6,725	7,670	3,144	7,369	6,725	5,725	1,000	6,725	6,725	-945	-12.32%
5495000 - City Grants to Other Agencies	539,895	539,895	212,248	530,225	519,800	519,800	0	519,800	519,800	-20,095	-3.72%
5510000 - Intergovt Professional Service	20,033	20,033	15,910	18,878	20,033	20,033	0	20,033	20,033	0	0.00%
5910000 - Interfund Chg-Equip Replacemnt	5,780	5,780	5,780	5,780	15,974	15,974	0	15,974	15,974	10,194	176.36%
5950000 - Interfund Vehicle Operat/Maint	10,502	10,502	10,502	10,502	9,777	11,210	0	11,210	11,210	708	6.74%
Total Expense Accounts:	1,562,208	1,596,656	968,871	1,555,563	1,576,370	1,576,303	38,419	1,614,722	1,614,722	18,066	1.13%
Total General Fund:	37,208,641	38,152,434	24,400,771	38,168,702	37,671,818	40,324,777	1,553,730	41,878,507	41,878,507	3,726,073	9.76%
Department 27 Public Works											
TRANSFER OUT ACCOUNTS											
5970001 - Trans Out GF Overhead	249,424	249,424	187,068	249,424	289,674	289,674	0	289,674	289,674	40,250	16.13%
Total TRANSFER OUT ACCOUNTS:	249,424	249,424	187,068	249,424	289,674	289,674	0	289,674	289,674	40,250	16.13%
Expense Accounts											
5110000 - Salaries	459,996	459,996	326,766	450,448	473,222	442,514	0	442,514	442,514	-17,482	-3.80%
5111000 - Salaries-Extra Help	0	0	-978	-979	0	0	15,513	15,513	15,513	15,513	0.00%
5112000 - Overtime	10,164	10,164	451	10,164	10,164	10,164	0	10,164	10,164	0	0.00%
5112100 - Overtime-Extra Help	0	0	0	0	0	0	0	0	0	0	0.00%
5113000 - Standby Pay	1,000	1,000	185	1,000	1,000	1,000	0	1,000	1,000	0	0.00%
5114000 - Callback Pay	1,606	1,606	846	1,606	1,606	1,606	0	1,606	1,606	0	0.00%
5115000 - Vacation Buy-Out	0	0	582	0	0	0	0	0	0	0	0.00%
5212000 - Social Security Replace Progrm	28,520	28,520	19,969	27,928	29,340	27,436	0	27,436	27,436	-1,084	-3.80%

Comparative Budget Worksheet By Object

Object	2015 Adopted Budget	2015 Current Budget	2015 YTD Actuals	2015 Current Year Est.	2016 Base Budget	2016 Dept Request	2016 Supplemental Request	2016 Proposed Budget	2016 Final Budget	Change in Budget	Pct Chg
5213000 - Soc Sec Replace Pgm-Xtra Help	0	0	0	0	0	0	962	962	962	962	0.00%
5214000 - PERS	44,177	44,177	32,273	43,301	52,906	49,473	0	49,473	49,473	5,296	11.98%
5215000 - Insurance Premium Allowance	93,968	93,968	73,059	92,219	103,178	98,999	0	98,999	98,999	5,031	5.35%
5220000 - Medicare	6,670	6,670	5,094	6,532	6,862	6,417	0	6,417	6,417	-253	-3.79%
5221000 - Medicare - Extra Help	0	0	0	0	0	0	225	225	225	225	0.00%
5230000 - Labor & Industries	12,015	12,015	7,838	11,688	12,016	11,882	0	11,882	11,882	-133	-1.10%
5231000 - Labor & Industries-Extra Help	0	0	0	0	0	0	800	800	800	800	0.00%
5310000 - Office Supplies	500	500	258	500	500	500	0	500	500	0	0.00%
5320000 - Operating Supplies	78,533	78,533	58,891	78,533	78,533	78,500	0	78,500	78,500	-33	-0.04%
5321000 - Fuel Consumed	0	0	60	0	0	0	0	0	0	0	0.00%
5350000 - Small Tools/Minor Equipment	3,800	3,800	4,708	4,707	3,800	4,150	0	4,150	4,150	350	9.21%
5360000 - Software/Upgrades/Licenses	0	0	0	0	0	0	0	0	0	0	0.00%
5410000 - Professional Services	15,500	15,500	665	15,500	15,500	15,500	0	15,500	15,500	0	0.00%
5410001 - Janitorial Service	0	0	438	0	2,630	2,630	0	2,630	2,630	2,630	0.00%
5420000 - Telephone	200	200	0	0	200	0	0	0	0	-200	-100.00%
5425000 - Postage/Courier	0	0	41	37	0	0	0	0	0	0	0.00%
5430000 - Travel(Lodge,meals,miles)	1,180	1,180	416	1,180	1,180	1,180	0	1,180	1,180	0	0.00%
5431000 - Mileage Reimb. Local Travel	50	50	0	50	50	50	0	50	50	0	0.00%
5450000 - Operating Rentals & Lease	10,250	10,250	3,642	18,000	17,000	17,000	0	17,000	17,000	6,750	65.85%
5471000 - Utility-Electricity	6,487	6,487	0	0	6,487	0	0	0	0	-6,487	-100.00%
5472000 - Utility-Water	29,332	29,332	13,921	29,332	29,332	29,332	0	29,332	29,332	0	0.00%
5475000 - UTILITY-GARBAGE/SOLID WASTE	15,630	15,630	7,600	15,630	15,630	15,630	0	15,630	15,630	0	0.00%
5480000 - Repairs & Maintenance	216,681	216,681	88,094	216,681	216,681	216,000	0	216,000	216,000	-681	-0.31%
5491000 - Dues, Subscriptions	500	500	161	500	500	500	0	500	500	0	0.00%
5494000 - Registration/Training/Admissn	2,454	2,454	862	2,454	2,454	3,000	0	3,000	3,000	546	22.24%
5510000 - Intergovt Professional Service	50,000	50,000	9,527	50,000	70,000	70,000	-17,500	52,500	52,500	2,500	5.00%
5640000 - Machinery & Equipment	0	85,844	7,343	85,844	0	0	0	0	0	-85,844	-100.00%
5910000 - Interfund Chg-Equip Replacemnt	90,917	90,917	90,917	90,917	178,832	178,832	0	178,832	178,832	87,915	96.69%
5950000 - Interfund Vehicle Operat/Maint	52,145	52,145	52,145	52,145	53,181	60,975	0	60,975	60,975	8,830	16.93%
5992000 - Contingency	1,464	1,464	0	0	0	0	0	0	0	-1,464	-100.00%
Total Expense Accounts:	1,233,739	1,319,583	805,774	1,305,917	1,382,784	1,343,270	0	1,343,270	1,343,270	23,687	1.79%
Total Street Fund:	1,483,163	1,569,007	992,842	1,555,341	1,672,458	1,632,944	0	1,632,944	1,632,944	63,937	4.07%
Department 25 Planning & Community											
Expense Accounts											
5410000 - Professional Services	100,000	100,000	0	80,000	100,000	100,000	0	100,000	100,000	0	0.00%
5480000 - Repairs & Maintenance	0	0	2,496	2,496	0	0	0	0	0	0	0.00%
5496000 - Judgements/Settlements	0	0	6,700	6,700	0	0	0	0	0	0	0.00%
Total Expense Accounts:	100,000	100,000	9,196	89,196	100,000	100,000	0	100,000	100,000	0	0.00%
Total Code Abatement Fund:	100,000	100,000	9,196	89,196	100,000	100,000	0	100,000	100,000	0	0.00%
Department 20 Police											

Comparative Budget Worksheet By Object

Object	2015 Adopted Budget	2015 Current Budget	2015 YTD Actuals	2015 Current Year Est.	2016 Base Budget	2016 Dept Request	2016 Supplemental Request	2016 Proposed Budget	2016 Final Budget	Change in Budget	Pct Chg
TRANSFER OUT ACCOUNTS											
5970000 - Operating Transfers Out	0	0	0	0	150,000	150,000	0	150,000	150,000	150,000	0.00%
Total TRANSFER OUT ACCOUNTS:	0	0	0	0	150,000	150,000	0	150,000	150,000	150,000	0.00%
Expense Accounts											
5310000 - Office Supplies	400	400	0	0	400	400	0	400	400	0	0.00%
5320000 - Operating Supplies	400	400	229	400	400	400	0	400	400	0	0.00%
5410000 - Professional Services	0	0	0	0	0	0	0	0	0	0	0.00%
5420000 - Telephone	500	500	401	543	543	543	0	543	543	43	8.60%
5430000 - Travel(Lodge,meals,miles)	7,125	7,125	6,866	6,866	10,250	10,250	0	10,250	10,250	3,125	43.85%
5494000 - Registration/Training/Admissn	5,375	5,375	2,775	2,775	6,650	6,650	0	6,650	6,650	1,275	23.72%
Total Expense Accounts:	13,800	13,800	10,271	10,584	18,243	18,243	0	18,243	18,243	4,443	32.19%
Total State Drug Enforcement Forfeit:	13,800	13,800	10,271	10,584	168,243	168,243	0	168,243	168,243	154,443	1,119.15%
Department 24 Parks, Recreation, Cultural Sv											
Expense Accounts											
5111000 - Salaries-Extra Help	8,680	8,680	9,650	8,680	8,680	8,680	4,726	13,406	13,406	4,726	54.44%
5213000 - Soc Sec Replace Pgm-Xtra Help	539	539	598	539	539	539	293	832	832	293	54.35%
5221000 - Medicare - Extra Help	126	126	140	126	126	126	69	195	195	69	54.76%
5231000 - Labor & Industries-Extra Help	63	63	71	63	63	63	395	458	458	395	626.98%
5330000 - Program Supplies	0	0	550	0	0	0	24,325	24,325	24,325	24,325	0.00%
5410000 - Professional Services	5,000	5,000	26,907	8,000	5,000	5,000	0	5,000	5,000	0	0.00%
5450000 - Operating Rentals & Lease	0	0	543	0	0	0	0	0	0	0	0.00%
5480000 - Repairs & Maintenance	0	0	0	0	0	0	0	0	0	0	0.00%
5630000 - Other Improvements	40,000	40,000	8,033	21,500	40,000	40,000	0	40,000	40,000	0	0.00%
Total Expense Accounts:	54,408	54,408	46,492	38,908	54,408	54,408	29,808	84,216	84,216	29,808	54.78%
Total Public Arts Fund:	54,408	54,408	46,492	38,908	54,408	54,408	29,808	84,216	84,216	29,808	54.78%
Department 20 Police											
TRANSFER OUT ACCOUNTS											
5970000 - Operating Transfers Out	0	0	0	0	250,000	250,000	0	250,000	250,000	250,000	0.00%
Total TRANSFER OUT ACCOUNTS:	0	0	0	0	250,000	250,000	0	250,000	250,000	250,000	0.00%
Expense Accounts											
5320000 - Operating Supplies	3,000	3,000	4,293	7,000	3,000	3,000	0	3,000	3,000	0	0.00%
5350000 - Small Tools/Minor Equipment	17,750	17,750	0	10,000	10,000	10,000	0	10,000	10,000	-7,750	-43.66%
5640000 - Machinery & Equipment	45,000	45,000	0	45,000	0	0	0	0	0	-45,000	-100.00%
Total Expense Accounts:	65,750	65,750	4,293	62,000	13,000	13,000	0	13,000	13,000	-52,750	-80.22%
Total Federal Drug Enforcement Forfe:	65,750	65,750	4,293	62,000	263,000	263,000	0	263,000	263,000	197,250	300.00%
Department 99 Not Applicable											
Expense Accounts											
5460000 - Insurance	2,500	2,500	2,500	2,500	2,500	2,500	0	2,500	2,500	0	0.00%

Comparative Budget Worksheet By Object

Object	2015 Adopted Budget	2015 Current Budget	2015 YTD Actuals	2015 Current Year Est.	2016 Base Budget	2016 Dept Request	2016 Supplemental Request	2016 Proposed Budget	2016 Final Budget	Change in Budget	Pct Chg
5510000 - Intergovt Professional Service	793,800	793,800	330,000	793,800	795,120	1,033,144	0	1,033,144	1,033,144	239,344	30.15%
Total Expense Accounts:	796,300	796,300	332,500	796,300	797,620	1,035,644	0	1,035,644	1,035,644	239,344	30.05%
Total Transportation Benefit Distric:	796,300	796,300	332,500	796,300	797,620	1,035,644	0	1,035,644	1,035,644	239,344	30.05%
Department 99 Not Applicable											
TRANSFER OUT ACCOUNTS											
5970000 - Operating Transfers Out	0	0	0	0	0	481,584	0	481,584	481,584	481,584	0.00%
Total TRANSFER OUT ACCOUNTS:	0	0	0	0	0	481,584	0	481,584	481,584	481,584	0.00%
Total Property Tax Equalization Fund:	0	0	0	0	0	481,584	0	481,584	481,584	481,584	0.00%
Department 20 Police											
TRANSFER OUT ACCOUNTS											
5970000 - Operating Transfers Out	244,000	495,413	0	1,823,405	1,156,101	1,156,101	0	1,156,101	1,156,101	660,688	133.36%
Total TRANSFER OUT ACCOUNTS:	244,000	495,413	0	1,823,405	1,156,101	1,156,101	0	1,156,101	1,156,101	660,688	133.36%
Expense Accounts											
5112000 - Overtime	17,000	17,000	0	0	0	0	0	0	0	-17,000	-100.00%
5330000 - Program Supplies	0	0	0	0	0	0	0	0	0	0	0.00%
5350000 - Small Tools/Minor Equipment	3,200	3,200	0	0	0	0	0	0	0	-3,200	-100.00%
5410000 - Professional Services	0	0	0	0	0	0	0	0	0	0	0.00%
5430000 - Travel(Lodge,meals,miles)	12,100	12,100	0	0	0	0	0	0	0	-12,100	-100.00%
5494000 - Registration/Training/Admissn	6,645	6,645	0	0	0	0	0	0	0	-6,645	-100.00%
Total Expense Accounts:	38,945	38,945	0	0	0	0	0	0	0	-38,945	-100.00%
Total Federal Criminal Forfeitures:	282,945	534,358	0	1,823,405	1,156,101	1,156,101	0	1,156,101	1,156,101	621,743	116.35%
Department 99 Not Applicable											
TRANSFER OUT ACCOUNTS											
5970000 - Operating Transfers Out	0	0	0	0	0	359,775	0	359,775	359,775	359,775	0.00%
Total TRANSFER OUT ACCOUNTS:	0	0	0	0	0	359,775	0	359,775	359,775	359,775	0.00%
Total Transportation Impact Fees:	0	0	0	0	0	359,775	0	359,775	359,775	359,775	0.00%
Department 32 Debt ServicesDepartment											
Expense Accounts											
5410000 - Professional Services	3,000	3,000	54	3,000	3,000	3,000	0	3,000	3,000	0	0.00%
5700000 - Debt Service-Principal	1,300,000	1,300,000	0	1,300,000	1,300,000	1,345,000	0	1,345,000	1,345,000	45,000	3.46%
5800000 - Debt Service-Interest	409,175	409,175	0	409,175	409,175	362,375	0	362,375	362,375	-46,800	-11.43%
5830000 - Debt Svc GO Bond Int Long Term	0	0	204,588	0	0	0	0	0	0	0	0.00%
Total Expense Accounts:	1,712,175	1,712,175	204,642	1,712,175	1,712,175	1,710,375	0	1,710,375	1,710,375	-1,800	-0.10%
Total Unltd Tax GO Bond Fund, 2006:	1,712,175	1,712,175	204,642	1,712,175	1,712,175	1,710,375	0	1,710,375	1,710,375	-1,800	-0.10%
Department 32 Debt ServicesDepartment											
Expense Accounts											
5410000 - Professional Services	1,500	1,500	457	1,500	1,500	1,500	0	1,500	1,500	0	0.00%

Comparative Budget Worksheet By Object

Object	2015 Adopted Budget	2015 Current Budget	2015 YTD Actuals	2015 Current Year Est.	2016 Base Budget	2016 Dept Request	2016 Supplemental Request	2016 Proposed Budget	2016 Final Budget	Change in Budget	Pct Chg
5711000 - Ltd GO Bonds Debt Svc Principa	495,000	495,000	0	495,000	495,000	515,000	0	515,000	515,000	20,000	4.04%
5830000 - Debt Svc GO Bond Int Long Term	1,165,717	1,165,717	582,859	1,165,717	1,165,717	1,145,917	0	1,145,917	1,145,917	-19,800	-1.69%
5851000 - Ltd GO Bonds Debt Registration	1,000	1,000	0	1,000	1,000	1,000	0	1,000	1,000	0	0.00%
Total Expense Accounts:	1,663,217	1,663,217	583,316	1,663,217	1,663,217	1,663,417	0	1,663,417	1,663,417	200	0.01%
Total Limited Tax GO Bond 2009:	1,663,217	1,663,217	583,316	1,663,217	1,663,217	1,663,417	0	1,663,417	1,663,417	200	0.01%
Department 32 Debt ServicesDepartment											
Expense Accounts											
5410000 - Professional Services	510	510	33	510	510	510	0	510	510	0	0.00%
5700000 - Debt Service-Principal	130,000	130,000	0	130,000	130,000	135,000	0	135,000	135,000	5,000	3.84%
5800000 - Debt Service-Interest	130,313	130,313	0	130,313	130,313	125,438	0	125,438	125,438	-4,875	-3.74%
5830000 - Debt Svc GO Bond Int Long Term	0	0	65,156	0	0	0	0	0	0	0	0.00%
Total Expense Accounts:	260,823	260,823	65,189	260,823	260,823	260,948	0	260,948	260,948	125	0.04%
Total Limited Tax GO Bond 2013:	260,823	260,823	65,189	260,823	260,823	260,948	0	260,948	260,948	125	0.04%
Department 28 General Government CIP											
TRANSFER OUT ACCOUNTS											
5970001 - Trans Out GF Overhead	23,724	23,724	17,793	23,724	23,977	23,977	0	23,977	23,977	253	1.06%
5970004 - Transfer Out Debt Service	664,346	664,346	664,346	664,346	664,346	664,546	0	664,546	664,546	200	0.03%
Total TRANSFER OUT ACCOUNTS:	688,070	688,070	682,139	688,070	688,323	688,523	0	688,523	688,523	453	0.06%
Expense Accounts											
5110000 - Salaries	134,318	134,318	123,322	150,742	151,697	151,697	1,153	152,850	152,850	18,532	13.79%
5111000 - Salaries-Extra Help	0	0	65	0	0	0	0	0	0	0	0.00%
5112000 - Overtime	0	0	1,213	919	0	0	0	0	0	0	0.00%
5212000 - Social Security Replace Progrm	8,327	8,327	7,505	9,355	9,406	9,406	72	9,478	9,478	1,151	13.82%
5213000 - Soc Sec Replace Pgm-Xtra Help	0	0	4	0	0	0	0	0	0	0	0.00%
5214000 - PERS	13,700	13,700	12,260	15,188	16,960	16,960	128	17,088	17,088	3,388	24.72%
5215000 - Insurance Premium Allowance	25,990	25,990	25,580	29,296	29,205	29,205	397	29,602	29,602	3,612	13.89%
5220000 - Medicare	1,949	1,949	1,807	2,203	2,199	2,199	16	2,215	2,215	266	13.64%
5221000 - Medicare - Extra Help	0	0	1	0	0	0	0	0	0	0	0.00%
5230000 - Labor & Industries	1,508	1,508	1,470	1,888	1,982	1,982	7	1,989	1,989	481	31.89%
5231000 - Labor & Industries-Extra Help	0	0	1	0	0	0	0	0	0	0	0.00%
5310000 - Office Supplies	250	250	0	250	250	250	0	250	250	0	0.00%
5320000 - Operating Supplies	0	0	4,641	9	0	0	0	0	0	0	0.00%
5350000 - Small Tools/Minor Equipment	250	250	0	250	250	250	0	250	250	0	0.00%
5360000 - Software/Upgrades/Licenses	285	285	0	285	285	285	0	285	285	0	0.00%
5410000 - Professional Services	312,841	487,863	55,019	384,697	1,467	1,109,566	0	1,109,566	1,109,566	621,703	127.43%
5412000 - Advertising	0	0	565	0	0	0	0	0	0	0	0.00%
5430000 - Travel(Lodge,meals,miles)	0	0	129	40	0	500	0	500	500	500	0.00%
5431000 - Mileage Reimb. Local Travel	0	0	0	0	0	200	0	200	200	200	0.00%
5450000 - Operating Rentals & Lease	0	0	114	0	0	0	0	0	0	0	0.00%

Comparative Budget Worksheet By Object

Object	2015 Adopted Budget	2015 Current Budget	2015 YTD Actuals	2015 Current Year Est.	2016 Base Budget	2016 Dept Request	2016 Supplemental Request	2016 Proposed Budget	2016 Final Budget	Change in Budget	Pct Chg
5480000 - Repairs & Maintenance	0	0	25,207	42,500	0	0	0	0	0	0	0.00%
5493000 - Printing & Binding	0	0	344	344	0	0	0	0	0	0	0.00%
5494000 - Registration/Training/Admissn	1,000	1,000	155	1,030	1,000	1,000	0	1,000	1,000	0	0.00%
5610000 - Land	0	0	0	0	0	0	0	0	0	0	0.00%
5630000 - Other Improvements	543,482	2,117,220	130,402	2,007,727	0	220,645	0	220,645	220,645	-1,896,575	-89.57%
5650000 - Construction of Fixed Assets	0	11,986	394,759	282,418	0	5,070,961	0	5,070,961	5,070,961	5,058,975	42,207.36
5901000 - Interfund Prof Svc-Bld Permits	0	0	425	0	0	0	0	0	0	0	0.00%
5992000 - Contingency	550	203	0	203	0	0	0	0	0	-203	-100.00%
Total Expense Accounts:	1,044,450	2,804,849	784,988	2,929,344	214,701	6,615,106	1,773	6,616,879	6,616,879	3,812,030	135.90%
Total General Capital Fund:	1,732,520	3,492,919	1,467,127	3,617,414	903,024	7,303,629	1,773	7,305,402	7,305,402	3,812,483	109.14%
Department 31 Facility Major Maintenance											
Expense Accounts											
5110000 - Salaries	0	0	4,421	0	21,168	21,168	577	21,745	21,745	21,745	0.00%
5212000 - Social Security Replace Progrm	0	0	268	0	1,312	1,312	36	1,348	1,348	1,348	0.00%
5214000 - PERS	0	0	495	0	2,367	2,367	64	2,431	2,431	2,431	0.00%
5215000 - Insurance Premium Allowance	0	0	795	0	4,597	4,597	199	4,796	4,796	4,796	0.00%
5220000 - Medicare	0	0	63	0	307	307	8	315	315	315	0.00%
5230000 - Labor & Industries	0	0	67	0	158	158	3	161	161	161	0.00%
5410000 - Professional Services	0	0	3,065	0	0	104,204	0	104,204	104,204	104,204	0.00%
5412000 - Advertising	0	0	154	0	0	0	0	0	0	0	0.00%
5425000 - Postage/Courier	0	0	5	0	0	0	0	0	0	0	0.00%
5480000 - Repairs & Maintenance	0	0	0	0	0	0	0	0	0	0	0.00%
5630000 - Other Improvements	334,500	348,525	222,615	368,525	0	8,500	0	8,500	8,500	-340,025	-97.56%
5650000 - Construction of Fixed Assets	0	0	0	0	0	615,000	0	615,000	615,000	615,000	0.00%
Total Expense Accounts:	334,500	348,525	231,948	368,525	29,909	757,613	887	758,500	758,500	409,975	117.63%
Total City Facility-Major Maint Fund:	334,500	348,525	231,948	368,525	29,909	757,613	887	758,500	758,500	409,975	117.63%
Department 29 Roads Capital Improvements											
TRANSFER OUT ACCOUNTS											
5970001 - Trans Out GF Overhead	56,365	56,365	42,274	56,365	64,767	64,767	0	64,767	64,767	8,402	14.90%
Total TRANSFER OUT ACCOUNTS:	56,365	56,365	42,274	56,365	64,767	64,767	0	64,767	64,767	8,402	14.90%
Expense Accounts											
5110000 - Salaries	469,414	477,894	353,708	477,894	517,806	517,805	86,686	604,491	604,491	126,597	26.49%
5111000 - Salaries-Extra Help	0	0	3,686	0	0	0	0	0	0	0	0.00%
5112000 - Overtime	0	0	92	0	0	0	0	0	0	0	0.00%
5212000 - Social Security Replace Progrm	29,103	29,103	21,749	29,103	32,104	32,104	5,376	37,480	37,480	8,377	28.78%
5213000 - Soc Sec Replace Pgm-Xtra Help	0	0	228	0	0	0	0	0	0	0	0.00%
5214000 - PERS	47,880	47,880	33,296	47,880	57,891	57,891	9,689	67,580	67,580	19,700	41.14%
5215000 - Insurance Premium Allowance	76,057	76,057	57,830	76,057	88,262	88,262	11,078	99,340	99,340	23,283	30.61%
5220000 - Medicare	6,808	6,808	5,354	6,808	7,508	7,508	1,257	8,765	8,765	1,957	28.74%

Comparative Budget Worksheet By Object

Object	2015 Adopted Budget	2015 Current Budget	2015 YTD Actuals	2015 Current Year Est.	2016 Base Budget	2016 Dept Request	2016 Supplemental Request	2016 Proposed Budget	2016 Final Budget	Change in Budget	Pct Chg
5221000 - Medicare - Extra Help	0	0	53	0	0	0	0	0	0	0	0.00%
5230000 - Labor & Industries	5,106	5,106	3,078	5,106	5,526	5,526	383	5,909	5,909	803	15.72%
5231000 - Labor & Industries-Extra Help	0	0	42	0	0	0	0	0	0	0	0.00%
5310000 - Office Supplies	250	250	524	250	250	250	0	250	250	0	0.00%
5320000 - Operating Supplies	0	0	40,438	0	0	0	100	100	100	100	0.00%
5350000 - Small Tools/Minor Equipment	300	300	0	300	300	300	0	300	300	0	0.00%
5360000 - Software/Upgrades/Licenses	2,500	2,500	0	2,500	2,500	2,500	0	2,500	2,500	0	0.00%
5410000 - Professional Services	3,087,180	3,673,809	1,531,808	3,365,444	56,698	7,049,042	0	7,049,042	7,049,042	3,375,233	91.87%
5412000 - Advertising	0	0	637	0	0	0	0	0	0	0	0.00%
5425000 - Postage/Courier	0	0	3,683	0	0	0	0	0	0	0	0.00%
5430000 - Travel(Lodge,meals,miles)	1,200	1,200	0	1,200	1,200	1,200	1,000	2,200	2,200	1,000	83.33%
5431000 - Mileage Reimb. Local Travel	100	100	0	100	100	100	0	100	100	0	0.00%
5450000 - Operating Rentals & Lease	0	0	657	0	0	95,456	0	95,456	95,456	95,456	0.00%
5472000 - Utility-Water	0	0	2,160	0	0	0	0	0	0	0	0.00%
5480000 - Repairs & Maintenance	0	0	717	0	0	0	0	0	0	0	0.00%
5491000 - Dues, Subscriptions	900	900	483	900	900	800	281	1,081	1,081	181	20.11%
5493000 - Printing & Binding	0	0	5,973	0	0	0	0	0	0	0	0.00%
5494000 - Registration/Training/Admissn	1,600	1,600	325	1,600	1,600	2,350	600	2,950	2,950	1,350	84.37%
5510000 - Intergovt Professional Service	0	0	58,849	0	0	0	0	0	0	0	0.00%
5610000 - Land	1,260	1,260	0	1,260	0	5,000	0	5,000	5,000	3,740	296.82%
5630000 - Other Improvements	16,176,483	17,570,123	9,687,574	16,333,368	0	1,331,603	0	1,331,603	1,331,603	-16,238,520	-92.42%
5650000 - Construction of Fixed Assets	1,167,941	1,796,331	616,598	1,802,472	0	3,377,840	0	3,377,840	3,377,840	1,581,509	88.04%
5820001 - Interest on Interfund Debt	0	0	1,872	0	0	0	0	0	0	0	0.00%
5910000 - Interfund Chg-Equip Replacemnt	1,069	1,069	1,069	1,069	944	944	0	944	944	-125	-11.69%
5950000 - Interfund Vehicle Operat/Maint	330	330	330	330	383	439	0	439	439	109	33.03%
5992000 - Contingency	1,037	304	0	304	0	0	0	0	0	-304	-100.00%
Total Expense Accounts:	21,076,518	23,692,924	12,432,813	22,153,945	773,972	12,576,920	116,450	12,693,370	12,693,370	-10,999,554	-46.42%
Total Roads Capital Fund:	21,132,883	23,749,289	12,475,087	22,210,310	838,739	12,641,687	116,450	12,758,137	12,758,137	-10,991,152	-46.27%
Department 27 Public Works											
TRANSFER OUT ACCOUNTS											
5970001 - Trans Out GF Overhead	434,418	434,418	325,814	434,418	451,895	451,895	0	451,895	451,895	17,477	4.02%
Total TRANSFER OUT ACCOUNTS:	434,418	434,418	325,814	434,418	451,895	451,895	0	451,895	451,895	17,477	4.02%
Expense Accounts											
5110000 - Salaries	716,346	716,346	475,054	663,329	714,628	714,628	12,929	727,557	727,557	11,211	1.56%
5111000 - Salaries-Extra Help	63,595	63,595	25,655	31,595	63,595	31,595	0	31,595	31,595	-32,000	-50.31%
5112000 - Overtime	5,240	5,240	1,409	5,240	5,240	5,240	0	5,240	5,240	0	0.00%
5112100 - Overtime-Extra Help	100	100	0	0	100	100	0	100	100	0	0.00%
5113000 - Standby Pay	1,100	1,100	397	1,100	1,100	1,100	0	1,100	1,100	0	0.00%
5114000 - Callback Pay	2,000	2,000	1,491	2,000	2,000	2,000	0	2,000	2,000	0	0.00%
5115000 - Vacation Buy-Out	0	0	1,081	1,081	0	0	0	0	0	0	0.00%

Comparative Budget Worksheet By Object

Object	2015 Adopted Budget	2015 Current Budget	2015 YTD Actuals	2015 Current Year Est.	2016 Base Budget	2016 Dept Request	2016 Supplemental Request	2016 Proposed Budget	2016 Final Budget	Change in Budget	Pct Chg
5212000 - Social Security Replace Progrm	44,414	44,414	29,225	41,127	44,307	44,307	802	45,109	45,109	695	1.56%
5213000 - Soc Sec Replace Pgm-Xtra Help	3,943	3,943	1,735	1,959	3,943	1,959	0	1,959	1,959	-1,984	-50.31%
5214000 - PERS	73,068	73,068	47,155	67,995	79,896	79,896	1,445	81,341	81,341	8,273	11.32%
5214002 - PERS - Extra Help	3,046	3,046	2,695	3,046	3,046	3,046	0	3,046	3,046	0	0.00%
5215000 - Insurance Premium Allowance	126,316	126,316	92,694	118,071	131,669	131,669	4,179	135,848	135,848	9,532	7.54%
5220000 - Medicare	10,387	10,387	7,312	9,579	10,362	10,362	187	10,549	10,549	162	1.55%
5221000 - Medicare - Extra Help	922	922	406	458	922	458	0	458	458	-464	-50.32%
5230000 - Labor & Industries	17,244	17,244	10,884	16,462	17,137	17,137	100	17,237	17,237	-7	-0.04%
5231000 - Labor & Industries-Extra Help	4,922	4,922	1,857	2,119	4,898	2,146	0	2,146	2,146	-2,776	-56.39%
5310000 - Office Supplies	900	900	995	900	900	900	0	900	900	0	0.00%
5320000 - Operating Supplies	62,878	62,878	33,266	28,600	62,878	62,228	0	62,228	62,228	-650	-1.03%
5330000 - Program Supplies	5,235	5,235	69	5,235	5,235	5,235	0	5,235	5,235	0	0.00%
5350000 - Small Tools/Minor Equipment	35,000	35,000	3,039	5,000	5,000	5,000	0	5,000	5,000	-30,000	-85.71%
5360000 - Software/Upgrades/Licenses	0	0	399	399	0	0	0	0	0	0	0.00%
5410000 - Professional Services	146,842	146,842	57,600	143,500	146,842	146,842	35,000	181,842	181,842	35,000	23.83%
5412000 - Advertising	0	0	461	461	0	0	0	0	0	0	0.00%
5420000 - Telephone	1,300	1,300	1,063	1,300	1,300	1,300	0	1,300	1,300	0	0.00%
5425000 - Postage/Courier	4,625	4,625	687	0	4,625	4,625	0	4,625	4,625	0	0.00%
5430000 - Travel(Lodge,meals,miles)	4,784	4,784	2,411	4,534	2,034	4,934	0	4,934	4,934	150	3.13%
5431000 - Mileage Reimb. Local Travel	150	150	92	150	150	150	0	150	150	0	0.00%
5450000 - Operating Rentals & Lease	122,844	122,844	66,561	97,066	122,844	129,844	0	129,844	129,844	7,000	5.69%
5471000 - Utility-Electricity	1,769	1,769	545	1,769	1,769	1,769	0	1,769	1,769	0	0.00%
5475000 - UTILITY-GARBAGE/SOLID WASTE	16,009	16,009	6,744	16,009	16,009	16,009	0	16,009	16,009	0	0.00%
5480000 - Repairs & Maintenance	415,194	474,961	305,599	359,711	445,194	473,000	0	473,000	473,000	-1,961	-0.41%
5491000 - Dues, Subscriptions	2,832	2,832	1,623	2,832	2,832	2,862	0	2,862	2,862	30	1.05%
5492000 - Filing,Recording,Witness Fees	0	0	306	150	0	0	0	0	0	0	0.00%
5493000 - Printing & Binding	3,000	3,000	0	500	3,000	3,000	0	3,000	3,000	0	0.00%
5494000 - Registration/Training/Admissn	9,344	9,344	6,394	7,354	7,094	10,008	0	10,008	10,008	664	7.10%
5495000 - City Grants to Other Agencies	20,000	20,000	467	0	20,000	0	0	0	0	-20,000	-100.00%
5497000 - LID Rebate Program	0	0	8,790	20,000	0	20,000	0	20,000	20,000	20,000	0.00%
5510000 - Intergovt Professional Service	239,105	239,105	124,120	189,105	245,120	205,120	0	205,120	205,120	-33,985	-14.21%
5640000 - Machinery & Equipment	0	1,052	0	1,052	0	0	13,239	13,239	13,239	12,187	1,158.46%
5700000 - Debt Service-Principal	508,866	508,866	326,475	326,475	508,866	508,866	0	508,866	508,866	0	0.00%
5800000 - Debt Service-Interest	17,956	17,956	10,474	17,956	17,956	17,956	0	17,956	17,956	0	0.00%
5910000 - Interfund Chg-Equip Replacemnt	92,228	92,228	92,228	92,228	134,827	134,827	1,431	136,258	136,258	44,030	47.74%
5950000 - Interfund Vehicle Operat/Maint	59,034	59,034	59,034	59,034	63,193	72,317	-940	71,377	71,377	12,343	20.90%
5992000 - Contingency	2,582	1,799	0	0	0	0	0	0	0	-1,799	-100.00%
Total Expense Accounts:	2,845,120	2,905,156	1,808,492	2,346,481	2,900,511	2,872,435	68,372	2,940,807	2,940,807	35,651	1.22%

Department 30 Surface Water CIP

TRANSFER OUT ACCOUNTS

Comparative Budget Worksheet By Object

Object	2015 Adopted Budget	2015 Current Budget	2015 YTD Actuals	2015 Current Year Est.	2016 Base Budget	2016 Dept Request	2016 Supplemental Request	2016 Proposed Budget	2016 Final Budget	Change in Budget	Pct Chg
5970001 - Trans Out GF Overhead	217,083	217,083	162,812	217,083	190,448	190,448	0	190,448	190,448	-26,635	-12.26%
Total TRANSFER OUT ACCOUNTS:	217,083	217,083	162,812	217,083	190,448	190,448	0	190,448	190,448	-26,635	-12.26%
Expense Accounts											
5110000 - Salaries	240,182	250,874	154,797	250,874	222,910	222,910	1,728	224,638	224,638	-26,236	-10.45%
5111000 - Salaries-Extra Help	0	0	3,556	0	0	0	0	0	0	0	0.00%
5212000 - Social Security Replace Progrm	14,892	14,892	9,218	14,892	13,820	13,820	108	13,928	13,928	-964	-6.47%
5213000 - Soc Sec Replace Pgm-Xtra Help	0	0	220	0	0	0	0	0	0	0	0.00%
5214000 - PERS	24,499	24,499	15,254	24,499	24,921	24,920	193	25,113	25,113	614	2.50%
5215000 - Insurance Premium Allowance	47,006	47,006	32,334	47,006	43,399	43,399	594	43,993	43,993	-3,013	-6.40%
5220000 - Medicare	3,484	3,484	2,271	3,484	3,232	3,232	25	3,257	3,257	-227	-6.51%
5221000 - Medicare - Extra Help	0	0	52	0	0	0	0	0	0	0	0.00%
5230000 - Labor & Industries	2,274	2,274	1,299	2,274	2,258	2,259	11	2,270	2,270	-4	-0.17%
5231000 - Labor & Industries-Extra Help	0	0	41	0	0	0	0	0	0	0	0.00%
5310000 - Office Supplies	300	300	327	300	300	300	0	300	300	0	0.00%
5350000 - Small Tools/Minor Equipment	350	350	0	350	350	350	0	350	350	0	0.00%
5360000 - Software/Upgrades/Licenses	2,500	2,500	0	2,500	2,500	2,500	0	2,500	2,500	0	0.00%
5410000 - Professional Services	551,016	957,180	391,790	894,325	25,541	2,017,346	0	2,017,346	2,017,346	1,060,166	110.75%
5412000 - Advertising	0	0	750	162	0	0	0	0	0	0	0.00%
5430000 - Travel(Lodge,meals,miles)	1,000	1,000	0	1,000	1,000	1,000	0	1,000	1,000	0	0.00%
5431000 - Mileage Reimb. Local Travel	50	50	86	50	50	50	0	50	50	0	0.00%
5480000 - Repairs & Maintenance	0	0	0	0	0	0	0	0	0	0	0.00%
5491000 - Dues, Subscriptions	500	500	161	500	500	400	0	400	400	-100	-20.00%
5494000 - Registration/Training/Admissn	4,000	4,000	75	4,000	4,000	1,300	0	1,300	1,300	-2,700	-67.50%
5510000 - Intergovt Professional Service	0	0	570	0	0	0	0	0	0	0	0.00%
5630000 - Other Improvements	173,951	398,469	261,738	256,775	0	339,685	0	339,685	339,685	-58,784	-14.75%
5650000 - Construction of Fixed Assets	915,500	915,500	0	532,568	0	575,000	0	575,000	575,000	-340,500	-37.19%
5901000 - Interfund Prof Svc-Bld Permits	0	0	3,081	3,081	0	0	0	0	0	0	0.00%
5910000 - Interfund Chg-Equip Replacemnt	1,069	1,069	1,069	1,069	944	944	0	944	944	-125	-11.69%
5950000 - Interfund Vehicle Operat/Maint	330	330	330	330	383	439	0	439	439	109	33.03%
Total Expense Accounts:	1,982,903	2,624,277	879,019	2,040,039	346,108	3,249,854	2,659	3,252,513	3,252,513	628,236	23.93%
Total SWM Utility Fund:	5,479,524	6,180,934	3,176,137	5,038,021	3,888,962	6,764,632	71,031	6,835,663	6,835,663	654,729	10.59%
Department 16 Administrative Services											
Expense Accounts											
5110000 - Salaries	16,691	16,691	17,853	16,691	22,814	22,814	0	22,814	22,814	6,123	36.68%
5212000 - Social Security Replace Progrm	1,035	1,035	1,107	1,035	1,414	1,414	0	1,414	1,414	379	36.61%
5214000 - PERS	1,702	1,702	1,693	1,702	2,551	2,551	0	2,551	2,551	849	49.88%
5215000 - Insurance Premium Allowance	3,920	3,920	4,233	3,920	5,300	5,300	0	5,300	5,300	1,380	35.20%
5220000 - Medicare	242	242	263	242	331	331	0	331	331	89	36.77%
5230000 - Labor & Industries	271	271	201	271	310	310	0	310	310	39	14.39%
5320000 - Operating Supplies	0	0	1,974	7,900	0	0	0	0	0	0	0.00%

Comparative Budget Worksheet By Object

Object	2015 Adopted Budget	2015 Current Budget	2015 YTD Actuals	2015 Current Year Est.	2016 Base Budget	2016 Dept Request	2016 Supplemental Request	2016 Proposed Budget	2016 Final Budget	Change in Budget	Pct Chg
5321000 - Fuel Consumed	108,900	108,900	34,732	85,199	99,697	103,392	-240	103,152	103,152	-5,748	-5.27%
5350000 - Small Tools/Minor Equipment	0	0	0	367	0	0	0	0	0	0	0.00%
5410000 - Professional Services	0	0	0	660	0	0	0	0	0	0	0.00%
5450000 - Operating Rentals & Lease	0	0	12,852	10,710	0	0	0	0	0	0	0.00%
5480000 - Repairs & Maintenance	131,160	131,160	50,856	109,530	122,771	120,794	-700	120,094	120,094	-11,066	-8.43%
5491000 - Dues, Subscriptions	0	0	0	0	0	900	0	900	900	900	0.00%
5510000 - Intergovt Professional Service	0	0	0	280	0	0	0	0	0	0	0.00%
5640000 - Machinery & Equipment	0	0	2,644	0	0	0	0	0	0	0	0.00%
5992000 - Contingency	15,029	15,029	0	15,029	15,000	14,350	0	14,350	14,350	-679	-4.51%
Total Expense Accounts:	278,950	278,950	128,408	253,536	270,188	272,156	-940	271,216	271,216	-7,734	-2.77%
Total Vehicle Operations/Maintenance:	278,950	278,950	128,408	253,536	270,188	272,156	-940	271,216	271,216	-7,734	-2.77%
Department 16 Administrative Services											
Expense Accounts											
5320000 - Operating Supplies	0	0	0	0	0	0	0	0	0	0	0.00%
5350000 - Small Tools/Minor Equipment	0	0	0	0	0	0	0	0	0	0	0.00%
5450000 - Operating Rentals & Lease	0	0	0	6,600	0	25,200	0	25,200	25,200	25,200	0.00%
5640000 - Machinery & Equipment	814,292	954,714	333,044	732,181	392,478	184,938	0	184,938	184,938	-769,776	-80.62%
Total Expense Accounts:	814,292	954,714	333,044	738,781	392,478	210,138	0	210,138	210,138	-744,576	-77.98%
Total Equipment Replace/Deprec Fund:	814,292	954,714	333,044	738,781	392,478	210,138	0	210,138	210,138	-744,576	-77.98%
Department 16 Administrative Services											
Expense Accounts											
5510000 - Intergovt Professional Service	17,500	17,500	1,156	10,000	17,500	17,500	0	17,500	17,500	0	0.00%
Total Expense Accounts:	17,500	17,500	1,156	10,000	17,500	17,500	0	17,500	17,500	0	0.00%
Total Unemployment Fund:	17,500	17,500	1,156	10,000	17,500	17,500	0	17,500	17,500	0	0.00%
Report Total	73,431,391	79,945,103	44,462,419	78,417,238	51,860,663	77,178,571	1,772,739	78,951,310	78,951,310	-993,793	-1.24%

2016 Expenditure Categories

Object	Description	Detail Required
Salaries and Benefits		
	Amounts paid for personal services rendered by employees in accordance with the rates, hours, terms and conditions authorized by law or stated in employment contracts. Personal services do not include fees and out of pocket expenses for professional or consultant services. Amounts charged to these accounts represent expenditures generated through the City's payroll process. Amounts paid to temporary help through another source than payroll does not get charged to these accounts.	
5110	**Salaries**	Will be posted from Position Budgeting
	Employee time will be allocated within the department on a percentage basis and then paid based on that allocation throughout the year unless there is a major shift in employee responsibilities or job duties during the year.	
5111	**Salaries - Extra Help**	Yes
	Hourly staff and temporary help that are not designated positions. All agency staff should be budgeted under Professional Services.	
5112	**Overtime**	No
	Overtime pay for employees who are eligible.	
5112100	**Overtime - Extra Help**	
5113	**Standby Pay**	No
	Standby pay for employees who are eligible.	
5114	**Call Back Pay**	No
5115	**Vacation Buy-Out**	No
5212	**Social Security Replacement Program**	Will be posted from Position Budgeting
5213	**Soc. Sec. Replac. Prog. - Extra Help**	
5214	**PERS**	Will be posted from Position Budgeting
5214002	**PERS - Extra Help**	
5215	**Insurance Premium Allowance**	Will be posted from Position Budgeting
5220	**Medicare**	Will be posted from Position Budgeting
5221	**Medicare - Extra Help**	
5230	**Labor & Industries**	Will be posted from Position Budgeting
5231	**Labor & Industries - Extra Help**	
5232	**Labor & Industries - Standby Pay**	
Supplies		
5310	**Office Supplies**	No
	Paper, forms, maps, publications, writing materials, Office Supplies-Boise Cascade, Corp Express (except furniture), Paper Zone	No
5320	**Operating Supplies**	
	Chemicals, cleaning & sanitation supplies, clothing, construction materials & supplies, drugs, electrical supplies, medicines, oil, paints, and plumbing supplies	
5321	**Fuel Consumed**	No
5330	**Program Supplies**	No
	Art supplies, sports equipment, clipboards, first aid supplies, name tags, other program related supplies, fees for admission tickets used in programs, food used as a component of a program.	
	Room Rental - see 5450	
	Food & Meals - see 5430	

2016 Expenditure Categories

Object	Description	Detail Required
5340	**Supplies Packaged for Resale**	No
	T-Shirts, food, towels, swimming goggles, other items purchased for resale/revenue	
	Pool Resale Supplies	
5350	**Small tools and Minor Equipment**	No
	Tools and equipment that are not capitalized (less than $5,000)	
5360	**Software/Licenses/Upgrades**	Yes
	Software & Software Licenses	
Other Services & Charges		
5410	**Professional Services**	Yes
	Accounting/Auditing, Engineering/architectural, computer programming, management consulting, special legal services, temporary help employed through an agency	
5410001	**Janitorial Service**	Yes
5410002	**Credit Card Fees - Parks**	No
5412	**Advertising**	
5412001	**Advertising - Franchise**	
5420	**Telephone**	No
	Local, long-distance, and wireless	
5425	**Postage/Courier**	No
	Postage, Fedex, UPS, Bucky's, West Courier	
5430	**Travel (Lodging, Meals, Miles)**	Yes
	Per diem, lodging, meals, mileage	
5430001	**Council Dinner Meeting Meals**	
5431	**Mileage Reimbursement Local Travel**	Yes
	Local mileage	
5442	**Taxes & Operating Assessments**	
5450	**Operating Rentals & Leases**	Yes
	Room rentals, lease of copy or postage machines, rental of equipment	
	Meeting Facilities	
	Shoreline School District (Shoreline Center Room Rentals)	
	Related food costs greater than $50 should be coded 5330 for non-events, 5430 for employee related events	
5460	**Insurance**	No
5471	**Electricity**	No
5471001	**Utility - Electricity, Streetlights**	No
5471002	**Utility - Electricity, Traffic Signal**	No
5472	**Water**	No
5473	**Natural Gas**	No
5474	**Sewer**	No
5475	**Garbage/Solid Waste**	No
5476	**Cable TV**	No
5480	**Repairs & Maintenance**	No
	Buildings, improvements, structures, equipment (vehicles, tires, etc.)	
	Maintenance Contracts	
	All supplies purchased directly by City goes under Operating Supplies except software/ licenses	
5491	**Dues, Subscriptions, Memberships**	Yes
5492	**Filing & Recording Fees**	No
5493	**Printing & Binding**	No
	Copying costs, printing services, etc.	
	Kinko's	
	Printing Companies (brochures, newsletters, publications)	
5494	**Registration/Training**	Yes
	Registration for conferences and training expenses	
5495	**City Grants to other Agencies**	Yes
	Grants that the City provides to outside agencies.	
5496	**Judgements/Settlements**	No
5497	**Rain Garden Rebate**	
5499	**Miscellaneaous Expenses**	No

2016 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 (Administrative Services, Human Resources, City Manager, etc.) provide to the direct service departments (Police, Parks, Public Works, etc.) so they can provide services to the public.

PERFORMANCE MEASURES. A performance measure is an indicator of the attainment of an objective. It is a specific quantitative measure of work performed or services provided within an activity or program, or it may be a quantitative measure of results obtained through a program or activity.

PERS. 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. Safe, Accountable, Flexible and Efficient Transportation Equity Act - a Legacy for Users transportation grant.

SALARIES AND WAGES. Amounts paid for services rendered by employees in accordance with rates, hours, terms and conditions authorized by law or stated in employment contracts. This category also includes overtime and seasonal help.

SPECIAL ASSESSMENT. A compulsory levy made against certain properties from earnings of enterprise funds. An addition to a pledge or revenues, such bonds sometimes contain a mortgage on the enterprise funds property.

SPECIAL REVENUE FUNDS. Funds that are dedicated for a specific purpose (e.g., roads, surface water, etc.), require an additional level of accountability and are collected in a separate account, not part of the General Fund.

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.