# *City of Federal Way, Washington*

## 2007/2008
## ADOPTED BUDGET

*For the Biennium*
*January 1, 2007 through December 31, 2008*

*Dumas Bay Centre*

GOVERNMENT FINANCE OFFICERS ASSOCIATION

# *Distinguished Budget Presentation Award*

**PRESENTED TO**

## City of Federal Way

## Washington

For the Biennium Beginning

**January 1, 2005**

President

Executive Director

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CITY OF
Federal Way

December 5, 2006

Dear Residents, City Council, and Staff:

This letter transmits the City's Operating Budget for 2007-2008 and a six-year Capital Investment Plan (CIP) for 2007-2012. I am pleased to present a balanced budget that preserves existing services without a general tax increase and positions the City to adequately fund capital investment commitments in 2007-2008 and beyond.

## 2007/08 BUDGET PROCESS

As part of the 2007/08 budget planning process, Council reviewed the City's fiscal structure for providing general government services to the Community. Through this review, it became apparent that various tax-limiting initiatives have made a significant impact on the growth rates of City revenues. It also became apparent that rapidly escalating operating costs – particularly in the areas of health insurance, state pension increases, and energy costs – will exceed our limited revenue growth.

The difference between the average growth rate of revenues and expenditures is approximately 2% per year. On a $34 million general fund budget, that would create a nearly $700k budget deficit each year. When this structural problem is combined with the use of one-time money to fund on-going expenses in our current budget, the City would face a baseline budget gap of $1.2 million in 2007, $1.8 million in 2008. This potential deficit would grow to $3.2 million by 2010, and $4.8 million by 2012.

The Council provided two types of guidance to resolve this potential deficit. With respect to the City's baseline budget, the Council authorized cuts in non-public safety areas and allowed the transfer of a portion of the capital utility tax to balance City operations needs. This allows us to continue current City operations at approximately the same level of service without any tax increase. That is the baseline budget described in detail below.

With regard to public safety, the Council directed staff to prepare a Police and Community Safety Service Enhancement proposal for the voters to consider. That proposal, outlined below, allows voters to decide whether they wish to pay higher utility taxes to pay for a higher level of public safety.

While the transfer of the utility tax allows the City to maintain current services in the next four years, and the voter package provides improved public safety services, unless the City's economy starts to grow at much faster pace than the past, the City is expected to face budget gaps again after 2010. Therefore, it is even more important than ever that we continue to grow our local economy and tax base.

## VOTER PACKAGE

The enhancements of police and community safety focuses first on improving the core functions of policing: patrol, traffic, and investigations. The voter package adds 18 sworn police officers and one record clerk in the Police Department. It also provides more funds for the Municipal Court, City criminal prosecution, and jail and support services, whose workload will increase with an increased number of police officers. Finally, the voter package adds one additional code compliance officer, related legal support, one park maintenance worker, and funding for City park security.

This is an integrated strategy designed to make a substantial impact on the most essential public and community safety needs. This package supplements existing services as outlined and is incorporated into the Final Adopted Budget. A detailed list of the services and associated costs is shown in Exhibit C.

## BASELINE BUDGET

The baseline budget for 2007-2008 includes the following notable changes. To begin with, we anticipate the new Federal Way Community Center will be operational in the first quarter of 2007. To clearly account for the operation of the Community Center, a new fund is being created for the Center's operation. Activities such as the Klahanee Center and Kenneth Jones Pool, which used to be accounted for in the General Fund (GF), are being removed from it. This reduces GF revenues by $540k and expenditures by $534k.

The new Community Center will add 8.9 FTEs to the current City staff. It will have an operating budget of $1.7 million in 2007 and $1.9 million in 2008, supported by user fees and a designated utility tax transfer. In addition to the change in operating budget, the startup of the new Community Center will also involve some one-time transition/start up costs as detailed later in this letter.

As in prior years, the baseline budget only includes programs that can be supported with on-going resources. With the direction from the Council to use a portion of the utility tax to support current services, we were able to incorporate one-time programs into the baseline budget. This means we are restoring/converting 3.0 positions from temporary to regular positions, including the halftime Economic Development Assistant. It also means we are moving around $700k in one-time expenditures into the baseline budget.

The baseline budget also includes:

1. A Cost of Living Adjustment (COLA) to wages for a majority of city employees which is based on 90% of the Seattle/Tacoma/Bremerton area mid-year consumer price index; this translates into a COLA of 3.15% for 2007 and a projected COLA of 3% for 2008. This and annual step increase would add nearly $1 million a year to the budget.
2. Benefit costs, based on projected premium increases of 10% for medical/dental, and 86% increase in State Pension contributions over the next two years.
3. A 5% increase in jail contract costs.
4. A projected increase in the Valley Communications (9-1-1 dispatching) assessment of $186,254 due to the addition of five new call receiver/dispatcher positions proposed for the Communications Center.

This baseline budget also incorporates increases for various contracted services the City maintains or assessments from other governmental entities. To accommodate these cost increases

City operating departments were asked to identify cost reductions or revenue options equal to 2% of their department's budget.

Through this process, we recommended minor user fee adjustments (between 2% to 3%) to certain recreation activities whose fees have not been adjusted in recent years and to continue to adjust permit and development fees by inflation.

These fee adjustments, together with expenditure reductions identified by departments, will provide $242k in 2007 and $322k in 2008 to accommodate inflationary cost increases without a general tax increase.

## PROJECTED 2006 GENERAL FUND YEAR END BALANCES

Following a robust economic development and construction period in 2005, 2006 continues to see strong new construction and development activity. New construction sales tax and development fees are expected to exceed their respective budgeted amounts by approximately $1 million and $750k by the end of the year. This additional revenue, however, is offset by lower gambling tax and projected increases in jail expenses resulting in a net surplus of $1.4 million. This 2006 operating surplus plus the unallocated 2005 balance forward of $867k (net of the police officer over-hire program and zoning work-plan approved by Council earlier this year which will be incorporated in the year-end budget adjustment) and $908k in the City Manager's Contingency Fund would create a total of $3.2 million in anticipated 2006 Fund Balance.

From this balance, $1.01 million is needed to fund the 2007/2008 CM Contingency as required by the City's financial policy. Also, a $1 million transfer to the Debt Service fund is needed to partially fund the New City Hall Mortgage balloon payment due in 2007; set aside $441k for equipment costs to implement the voter package upon voter approval instead of phasing in the implementation over two years; and $30k transfer for the first quarter operating subsidy for the Klahanee Community Center which will be consolidated into the new Community Center in 2007. This leaves a balance of $708k available for other one-time purposes in the 2007/2008 budget, of which $649k are allocated to various 1-time programs as described in more detail below, leaving an unallocated fund balance of $74k.

## BUDGET CHANGES

A detailed list of fee adjustments, expenditure reductions, and one-time resource allocations is shown in Exhibit A to this letter. The following are highlights of these changes.

### I. MANDATORY OR ESSENTIAL COST INCREASES

Since the baseline budget only allows inflationary adjustment for personnel-related costs, nearly all changes in service contracts must be accommodated through targeted fee increases and budget reductions. Some of these cost increases are mandatory, such as the 25% ($25k) increase in 800 MHz radio services provided by King County; an 80% increase in voter registration and election costs ($55k per year); a 13% increase in public defender service levels ($32k in 2007, $85k in 2008) resulting from changes in the Court's hearing procedures, increases in caseload and contract rates; funding the mandatory Commute Trip Reduction program ($12k previously funded by grants and one-time sources); increases in off-site records retrieval ($6k) due to proliferation of Public Records Disclosure requests; and various software maintenance/system access charges ($30k). These increases require on-going resources of $165k in 2007 and $171k in 2008.

Also included in the budget is a Traffic Concurrency Management Program which will fund a traffic engineer position to collect data and maintain our traffic model to ensure the City is following a state law requirement to maintain traffic service levels concurrent with development. This program would be fully funded from development projects through a "Traffic Concurrency Review Application Fee", in-lieu of the current pass-through Traffic Impact Analysis fee paid by developers to allow the City to hire consultants to perform these analyses. The fee is $70 per hour, which will be updated annually based on actual costs, and will be billed to projects based on hours spent, which is expected to run between four to 48 hours depending on the complexity of the project.

No fees will be charged on projects generating less then ten peak-hour trips a day, which is the current threshold to determine whether or not a traffic impact analysis is required. The anticipated cost saving to a development could be 70% - 85% on a large project when compared with consultant costs.

## II. PROGRAM CHANGES TO ADVANCE COUNCIL GOALS

At the January planning retreat, Council identified a set of goals for the City. The Adopted Budget attempts to address these Council priorities/goals within the available resources, most of which resources were freed-up by cutting costs elsewhere and realigning existing programs:

### A. *Public Safety:* Integrate the public safety strategy into all facets of City operations, building on a strong Community-based approach.

To meet the City's public safety needs, a comprehensive Police and Community Safety Enhancement was presented to the voters in the fall of 2006. The proposal addressed policing needs as well as code enforcement, parks/facility security, prosecution, court and jail impacts from the increases in policing activities. While making substantial public safety improvements required voter-approved funding, the baseline budget will make some incremental adjustments.

- Add prosecution support by adding 0.4 FTE Admin Assistant.
- Provide seven-day K9 coverage by adding one additional K9 unit with existing police officer capacity. This requires $16k one-time and $3k in on-going operating resources.
- Improve our criminal intelligence through the regional police record sharing program (also known as RAIN).
- Provide up to 72 hours of emergency generator power supply for City Hall and our Emergency Operations Center by installing (and maintaining) a 4,000 gallon fuel tank. Existing fuel storage capacity is only 450 gallons and can provide only eight hours of emergency power. This change requires $77k in one-time funding and $3k in incremental annual costs.
- Convert one Park Maintenance Superintendent position to one Maintenance Supervisor and one Maintenance Worker to improve parks safety and better meet service demands. This requires an additional $41k per year.

B. *City Center:* **Create a multi-use urban city center that is pedestrian friendly, linked to neighborhoods and parks, and serves as the social and economic hub of the City.**

- Provide expedited, comprehensive review for new city center development projects by adding $100k for contractor funding. This money would come from the interest earnings on the City Center Redevelopment Incentive Fund. This allows specialized implementation services relating to the City Center, such as development plan review, traffic analysis, and to assist and expedite new development projects in the City Center.

- Retain the balance of interest earnings in the Incentive Fund for eligible City Center redevelopment projects.

- Begin to implement City Center Park/Green Space. This Adopted Budget includes setting aside $500k in 2007 and $500k in 2008 from the capital utility tax that is not immediately needed for operations to begin the implementation of the City Center Park/Green Space.

C. *Economic Development:* **Establish Federal Way as an economic leader and job center in South King County by attracting a regional market for high-quality office and retail businesses.**

- Extend the Small Business Development Center from 12 months to 18 months in conjunction with CDBG funding to assist small businesses in Federal Way with one-time funding with the intent to evaluate the results at the end of the 18-month period to determine the continuation of the program and funding sources.

- Fund the half-time Economic Development Assistant position on a permanent basis as part of the baseline budget to support the tourism development and business outreach program.

- Increase Seattle Enterprise Dues by $5k each year on a one-time basis, bringing the total budget for this due to $10k.

- Expand the free Wi-Fi zone in the City's commercial corridor along Pacific Highway South and in City parks/facilities. This requires one-time funding at $20k per year over the next two years.

D. *Capital Investment:* **Maintain the capital facilities plan and provide financing options for transportation and surface water improvements, parks, recreation, cultural arts and public facilities.**

- Pay off the $5.8 million balloon payment for the new City Hall building that is due in 2007. This is funded by:
  - $2.6 million in proceeds and interest earnings from sale of the old City hall.
  - $1.1 million transfer from utility tax, $500k from the higher collection in 2006, and $600k from projected 2007 revenue.
  - $1.0 million from a GF transfer from the 2006 fund balance.

- $1.0 million from the Real Estate Excise Tax (REET), from the higher than budgeted revenue in 2006.

- Implement the planned $41.3 million in transportation improvements over the next two years by providing over $9.8 million in City Capital Funds ($5.6 million from utility tax, $2.2 million from REET, and $2 million from gas tax) combined with over $25 million in grants and $8 million in mitigation and prior year funding. This will include but not be limited to $21 million for Phase 3 of SR 99 improvements and $4 million for our asphalt overlay program.

- Invest $6.4 million in Parks/Facilities improvements by using $1.3 million in City funds (REET) combined with $2.5 million in anticipated grants and $2.5 million in prior year funding. The key projects to be implemented in 2007/2008 are the West Hylebos Boardwalk, the Saghalie Park artificial turf conversion, and completion of the Camp Kilworth acquisition as well as necessary improvements and master planning for its conversion to a City park. In addition to these major park improvements, we will also be increasing the annual playground replacement program from one to two playgrounds per year; creating neighborhood gathering places; and begin planning for a city-wide trail and pedestrian access system that would result in a connected trail network throughout the City.

- Construct $3.8 million in Surface Water Management (SWM) improvements. Continue the SWM System Improvement Program by transferring an additional $2.1 million in SWM fees to capital programs. Projects include, but are not limited to, the Hylebos Creek Bridge replacement and the SW 332nd Street/26th Avenue SW Trunk Replacement Project. All SWM System projects are fully funded by grants and user fees.

- Maintain newly completed projects. With increased development activity and aggressive City investments in infrastructure, the added maintenance and operation costs will become more substantial each year. For example, the street and transportation projects that will come online as a City maintenance and operation responsibility during 2007/2008 include two signals and 327 street lights together with planting areas and sidewalks from seven City projects and 20 private development projects. Similarly, newly completed or improved parks that will require maintenance include Cedar Grove Park, Madrona Park, Historic Cabins Park, and French Lake Park. These added responsibilities will require $127k in 2007 and $180k in 2008 as additional maintenance funds and will be funded by a transfer from the utility tax fund.

- Startup and transition regarding the new Community Center's operation. With the anticipated completion of the new Community Center, the Adopted Budget will create a new Community Center fund which will separately track and account for the new Community Center's operations, utility tax subsidy transfers, and fund balances reserved for facility/equipment replacement. It will also require $400k funding for the startup and transition period costs. This $400k will be used hire and train staff for the center's operation, purchase and stock operating and maintenance supplies, commissioning and tuning all systems prior to the Center's opening. It will also provide funding for a grand opening event. The sources will consist of: $30k from the GF (representing the operation subsidy to the Klahanee Center during the first quarter of 2007); $120k from the Utility Tax Fund (which

represents the operation subsidy for the Kenneth Jones Pool for the first quarter); and $250k from investment earnings on the bond proceeds for the Community Center construction.

- Use $441k of General Fund balance for startup and capital equipment for the implementation of the Police and Community Safety Improvement Program.

  Voters approved the 1.75% increase in our utility tax, providing for on-going operation for the specific program enhancements, including on-going maintenance costs for the equipment and support. The startup costs of $441k is funded in the General Fund. The City can then proceed immediately to hire additional police officers and the other positions instead of phasing in the improvements over a two year period.

E. ***Service Culture:*** **Ensure a responsive service culture within the City organization where employees listen carefully, treat citizens and each other respectfully and solve problems creatively, efficiently, and proactively.**

- Conduct a valid customer service survey in early 2008 to seek Community input on City services and to guide 2009/2010 budget development. The estimated cost is $20k.

- Incorporate supervision and customer service training into employee basic training curricula. The Adopted Budget provides $4k per year in additional training funding for a total of $14k for annual city-wide training.

- Education Assistance. The Adopted Budget provides and additional $10k one-time funds each year for employee education assistance. The total education assistance program budget is $20k each year.

- Continue publishing three *City Update* newsletters annually, with two printed issues mailed directly to residents and businesses with the City and Potential Annexation Area and one issue published only on the City's website.

- Continue producing three *City Update* videos annually at $10k per year on an on-going basis.

F. ***Regional Leadership:*** **Position Federal Way as a regional leader by working collaboratively with other local and regional jurisdictions in order to leverage resources.**

- Continue the City's membership in regional, state and national policy forums such as the Association of Washington Cities, the Suburban Cities Association, the Puget Sound Regional Council, and the National League of Cities provided that the membership assessments are fair and equitable.

- Recognize the increased City Council participation in regional, state, and national forums and conferences by adjusting the Council travel and training budgets to reflect the current cost.

- Aggressively seek state and federal grants by providing ongoing funding for state lobbying efforts and using a capital transfer to increase funding for the federal lobbyist.

## III. COMMUNITY BUILDING PROGRAMS

- Allow inflationary adjustment to Human Service Funding. $30k in ongoing funds was added for a total of $430k in Human Services Funding each year in 2007 and 2008. An additional $15k was added in each year on a one-time basis for Human Services funds ($7k), King County Assault Resource Center ($3k), and food bank ($5k).

- Continue the innovative Human Services Organization Capacity Building Program by providing $20k each year in one-time funding over the next two years.

- Allow inflationary adjustment to Community Events/Cultural Arts (CECA) Funding. During the 2005/06 budget process, the Council designated 0.075% of the capital utility tax for CECA. The higher collection of the utility tax revenue means an adjustment of the funding by $13k and $15k for 2007 and 2008 respectively. This allows the City to increase funding for the *Red, White, and Blues Festival* from $23k per year to $24.5 and $25.5k per year, respectively. It also allows an increase in the Arts Program funding from $70k per year to $81.5 in 2007 and $82.5k for 2008.

- Expanding Athletic and Senior Programs through increased program revenues: With the opening of the new Community Center, staff anticipates increased program activities in both senior services and athletic services. The adopted budget will convert the half-time Senior Program Coordinator to full time and convert a half-time-temporary Athletic Program Assistant to a full-time regular position. Both positions would be fully supported by program revenue increases and/or the reallocation of current expenditures.

- Restore the Street Tree Replacement Program by providing on-going street tree replacement funding at $8,400 per year. This funding will enable us to replace an estimated 24 street trees per year that have been damaged by vandals and auto accidents or have died of natural causes.

- Improve the City's overall appearance by providing $5k in additional funds, over and above the $13,500 requested base contract fee increase, for litter pick-up along the City's rights-of-way. This is roughly a 10% improvement from the City's current service level, and will be used to target high-visibility, high-litter areas in the City. This program will continue to be fully funded through the Solid Waste Recycling Fund.

- Expand the pilot Outdoor Cinema Program that we started in 2006 and provide four movies each in 2007 and 2008 using one-time funding. This was added in order to fully gauge the community's interest in, and attendance at, this program.

- Include $5,000 in funding for the Federal Way Historical Society and another $5,000 in Public Works Department funding to support Historical Society goals. Community identity depends in part upon an understanding of our past. (It also

requires an inspiring vision for the future.) $5,000 will be granted to the Historical Society to be spent on a project, or projects, of their choosing. The receipt of funding would depend upon City review and approval of the public purpose to be served by the project or projects. In addition, the adopted budget includes $5,000 in Public Works funding to advance the Historical Society's goals — such as erection of historical plaques or signs in public places.

- Provide $10k in one-time funding each year for Friends of the Hylebos Contract.

## IV. OPERATING EFFECTIVENESS AND EFFICIENCY

We are always trying to improve our productivity and effectiveness. Examples of such efforts in the 2007-2008 Budget include:

- Convert the City's e-mail system from a Novell to a Microsoft platform. Staff proposes converting our Novell/Groupwise operating and email systems to the Microsoft platform in order to move toward the industry standard for better compatibility and better integration of new applications, and to eliminate our current practice of maintaining dual operating systems. This would require a $70k capital investment and a slightly higher ($3k per year) licensing fee.

- Assess Accreditation Feasibility. Over the next two years I would like to evaluate the feasibility of expanding the accreditation program beyond the Public Safety Department to all City departments. I believe that the City can learn best practices and improve operating effectiveness as well as earn increased public confidence through the accreditation process. The $3k one-time funding will provide training and information collection to conduct self assessments. If the results are positive, staff would develop program proposals for Council to consider in the future.

## SUMMARY AND FUTURE CONSIDERATION

The Adopted Budget attempts to address Council and Community priorities to the best of our capability and within current resources. To that end we were able to meet various mandatory cost adjustments that are beyond our control or required by law, to accommodate inflationary adjustments in other areas, and also to provide modest program improvements in the community safety and quality of life improvements – such as adding a third K-9. These adjustments will add a total of 4.4 FTEs, funded through program conversions, department expenditure reductions, and fee adjustments. Major improvements in public and community safety are possible with voter approval of the utility tax increase in November 2006.

We will continue our proactive transportation improvement program by aggressively leveraging state and federal grants while they are still available. With numerous transportation programs being discussed in this region that require substantial state and federal resources, staff anticipates a significant change in the competitive landscape for future grants. Thus, the City must seize these opportunities while they last.

What we have not been able to address are the City's employee compensation structure and vacation accrual rates. Through recent review of data from comparable cities, it appears the City is lagging behind its peers in some areas. A competitive pay and benefit package is essential to the City's ability to continue to retain and attract the best-qualified employees and to deliver the highest quality of professional service to the Community. I believe it is important for the City to

take a comprehensive review of its pay and benefit packages in the near future and to make necessary adjustments to keep pace with the market.

## CLOSING

In closing, I want to extend my appreciation to everyone involved in the development of the budget. This includes the Council, residents, businesses, and City staff who work together to deliver services in the most responsive and responsible manner. I want to particularly thank Assistant City Manager Derek Matheson and the Management Team as a whole.

During his service as Interim City Manager, Derek facilitated the budget process in a way that enabled the City Council to clearly lay out our budget framework and that allowed Management Team Members to express themselves more comprehensively regarding the City's immediate and long-term funding and operating strategies.

And Iwen Wang's broad and deep knowledge of city operations is matched only by her intense commitment to the success of city government. She is truly a dedicated public servant.

Finally, the Management Team proved once again that balancing the City's budget requires all departments' participation and contribution, and keeping our focus on the greater good of Federal Way. The City has an extremely dedicated staff and it is my expectation that, together with community members and the Council, we will make the City an even better place in which to live, learn, work, and play.

Neal Beets

Neal Beets
City Manager

## EXHIBIT A: DETAIL OF RESOURCES AND ADOPTED BUDGET CHANGES

### 1. 2% BUDGET REDUCTION/REVENUE OPTIONS:

| Program | Department Submitted | | | | | Adopted | | | | | Rationale |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | 2007 | | 2008 | | | 2007 | | 2008 | | |
| | FTE | 1-Time | Ongoing | 1-Time | Ongoing | FTE | 1-Time | Ongoing | 1-Time | Ongoing | |
| **City Manager:** | | | | | | | | | | | |
| Eliminate Management Analyst Intern | - | - | (21,246) | - | (22,032) | - | - | - | - | - | Cost effecive / staff morale. |
| Reduce Supplies, Food, Mileage | - | - | (1,278) | - | (1,237) | - | - | - | - | - | - |
| **Total - CM** | - | - | **(22,524)** | - | **(23,269)** | - | - | - | - | - | |
| **Municipal Court** | | | | | | | | | | | |
| Increase Court Infractions Revenue | - | - | (21,535) | - | (22,825) | - | - | (21,535) | - | (22,825) | Revenue |
| **Total - MC** | - | - | **(21,535)** | - | **(22,825)** | - | - | **(21,535)** | - | **(22,825)** | |
| **Community Development:** | | | | | | | | | | | |
| AD-Reduce temporary help, overtime, professional svcs, books, etc. | - | - | (7,910) | - | (7,910) | - | - | (6,900) | - | (6,900) | Keep temporary help. |
| PL-Reduce intern $10K, books, supplies, prof svcs, printing, etc. | - | - | (15,442) | - | (15,442) | - | - | (5,442) | - | (5,442) | Keep intern for research, posting notices, & recording. |
| BL-Reduce intern, per diem, conferences, miscellaneous | - | - | (19,023) | - | (19,023) | - | - | (19,023) | - | (19,023) | $15K intern not really used. |
| HS-Reduce HS Contracts | - | - | (8,000) | - | (8,000) | - | - | - | - | - | Council interest. |
| Reduce Volunteer Dinner | - | - | (3,650) | - | (3,650) | - | - | - | - | - | No alternative recognition prog. |
| Increase Passport Revenue | - | - | (2,730) | - | (5,388) | - | - | (2,730) | - | (5,388) | Revenue |
| **Total - CD** | - | - | **(56,755)** | - | **(59,413)** | - | - | **(34,095)** | - | **(36,753)** | |
| **Law:** | | | | | | | | | | | |
| CI-Reclass Deputy City Attorney | - | - | (12,336) | - | (12,720) | - | - | - | - | - | Would increase contracted services. |
| CI-Reduce Admin from 1.0 to .87 FTE | (0.1) | - | (6,000) | - | (6,586) | - | - | - | - | - | - |
| CR-Reduce DV Liaison | - | - | (2,453) | - | (2,739) | - | - | (2,453) | - | (2,739) | Program conversion to 0.5 Contract DV Prosecutor |
| **Total - Law** | **(0.1)** | - | **(20,789)** | - | **(22,045)** | - | - | **(2,453)** | - | **(2,739)** | |
| **Management Services:** | | | | | | | | | | | |
| AD-Reduce Temp Help, Subscriptions, Food, Dues | - | - | (3,800) | - | (3,800) | - | - | (3,800) | - | (3,800) | - |
| FI-Business License Compliance | - | - | (28,500) | - | (28,500) | - | - | (28,500) | - | (28,500) | Revenue |
| CC-Reduce Graphic Services Contract | - | - | (4,900) | - | (4,900) | - | - | (4,900) | - | (4,900) | Reduction w/out service impact. |
| HR-Reduce Temp Help & Overtime | - | - | (7,460) | - | (7,460) | - | - | (7,460) | - | (7,460) | - |
| RISK-Elim Consultant $4K & PRIMA Membership | - | - | (4,519) | - | (4,519) | - | - | (3,519) | - | (3,519) | Keep membership for reference & training fund. |
| M&D-Reduce Copier Maintenance | - | - | (4,000) | - | (4,000) | - | - | (4,000) | - | (4,000) | - |
| IT-Reduce Various Contracted Svcs | - | - | (27,900) | - | (27,900) | - | - | (27,900) | - | (27,900) | - |
| City-Wide Medical Reduction | - | - | - | - | - | - | - | (75,013) | - | (150,009) | - |
| **Total - MS** | - | - | **(81,079)** | - | **(81,079)** | - | - | **(155,092)** | - | **(230,088)** | |

## 2% BUDGET REDUCTION/REVENUE OPTIONS (CONTINUED):

| Program | Department Submitted | | | | | Adopted | | | | | Rationale |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | 2007 | | 2008 | | | 2007 | | 2008 | | |
| | FTE | 1-Time | Ongoing | 1-Time | Ongoing | FTE | 1-Time | Ongoing | 1-Time | Ongoing | |
| **Parks, Recreation, & Cultural Services:** | | | | | | | | | | | |
| AD-Reduce temp help, OT, travel/training, dues, etc. | - | - | (4,291) | - | (4,791) | - | - | (4,291) | - | (4,791) | - |
| PL-Reduce Training, Consultants, Other | - | - | (916) | - | (644) | - | - | - | - | - | Would impact staff effectiveness. |
| MT-Reduce Overtime | - | - | (6,000) | - | (6,000) | - | - | - | - | - | - |
| MT-Reduce Professional Services | - | - | (2,487) | - | (2,487) | - | - | (2,487) | - | (2,487) | - |
| MT-Reduce Repairs & Maintenance | - | - | (23,255) | - | (24,299) | - | - | - | - | - | Service reduction w/ visible inpact. |
| REC-Reduce Temp Help & Supplies | - | - | (2,500) | - | (2,500) | - | - | (2,500) | - | (2,500) | - |
| REC-Reduce Lifeguard Hours | - | - | (750) | - | (750) | - | - | - | - | - | Council interest. |
| REC-Reduce Arts Comm Funding by 2% | - | - | (1,400) | - | (1,400) | - | - | - | - | - | - |
| REC-Implement Youth Athletic Field Rental Fees | - | - | (4,200) | - | (4,750) | - | - | - | - | - | Revenue |
| REC-Incr Senior Svcs Fees 2% | - | - | (440) | - | (440) | - | - | (440) | - | (440) | Revenue |
| REC-Increase Youth Athletic Field Light Fees | - | - | (1,600) | - | (1,600) | - | - | (1,600) | - | (1,600) | Revenue |
| REC-Incr Adult Ath Field Rental Fees 3% | - | - | (1,080) | - | (1,080) | - | - | (1,080) | - | (1,080) | Revenue |
| REC-Incr Rec Inc Fees by 2% | - | - | (850) | - | (850) | - | - | (850) | - | (850) | Revenue |
| REC-Incr Rec Inc Donations | - | - | (5,500) | - | (5,500) | - | - | (5,500) | - | (5,500) | Revenue |
| REC-Increase Comm Event Donations | - | - | (500) | - | (500) | - | - | (500) | - | (500) | Revenue |
| REC-Incr Red, White & Blues Event Fees | - | - | (500) | - | (500) | - | - | (500) | - | (500) | Revenue |
| REC-Incr Red White & Blues Donations | - | - | (500) | - | (500) | - | - | (500) | - | (500) | Revenue |
| REC-Adj Events/Arts Comm (Utax) | - | - | - | - | - | - | - | - | - | - | Can't do. Dedicated funding source. |
| BLDG-Reduce Custodial Contract | - | - | (8,772) | - | (8,816) | - | - | (8,772) | - | (8,816) | - |
| **Total - PK** | **-** | **-** | **(65,541)** | **-** | **(67,407)** | **-** | **-** | **(29,020)** | **-** | **(29,564)** | |
| **Public Works (General Fund):** | | | | | | | | | | | |
| TR-Reduce Street Lighting | - | - | (27,680) | - | (27,680) | - | - | - | - | - | Service reduction w/ visible impact |
| TR-Reduce Traffic Calming | - | - | (10,000) | - | (10,000) | - | - | - | - | - | Service reduction w/ visible impact |
| ST-Reduce WSDOT Maint Contract | - | - | (13,747) | - | (15,811) | - | - | - | - | - | Service reduction w/ visible impact |
| ST-Eliminate Basket/Banner Program | - | - | (16,250) | - | (16,250) | - | - | - | - | - | Service reduction w/ visible impact |
| **Total - PW** | **-** | **-** | **(67,677)** | **-** | **(69,741)** | **-** | **-** | **-** | **-** | **-** | |
| **Total General Fund** | **(0.1)** | **-** | **(335,900)** | **-** | **(345,779)** | **-** | **-** | **(242,195)** | **-** | **(321,969)** | |

## 2. PROGRAM ADDITIONS:

| Program | Department Submitted | | | | | Adopted | | | | | Rationale |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | 2007 | | 2008 | | | 2007 | | 2008 | | |
| | FTE | 1-Time | Ongoing | 1-Time | Ongoing | FTE | 1-Time | Ongoing | 1-Time | Ongoing | |
| **City-Wide:** | | | | | | | | | | | |
| Vacation Accrual - Option A Increase 6 hours per year | - | - | 18,600 | - | 18,600 | - | - | - | - | - | - |
| Vacation Accrual - Option B Increase 12 hours per year | - | - | 36,828 | - | 36,828 | - | - | - | - | - | Doesn't appear FW is lagging comparable cities. |
| Vacation Accrual Schedule | - | - | 12,768 | - | 12,768 | - | - | - | - | - | Police positions? |
| Sick Leave Incentive | - | - | - | - | 18,720 | - | - | - | - | - | - |
| **Total-City-Wide** | - | - | **68,196** | - | **86,916** | - | - | - | - | - | - |
| **City Council:** | | | | | | | | | | | |
| Increase Conference Attendence | - | - | 8,399 | - | 8,711 | - | - | 8,000 | - | 8,000 | Rounded off to balance. |
| Increase Food, Cellular Airtime, Misc | - | - | 2,075 | - | 2,151 | - | - | 2,075 | - | 2,150 | Rounded off to balance. |
| Increase Association Dues | - | - | 7,259 | - | 7,259 | - | - | 7,259 | - | 7,528 | Only SCA portion is debatable, but should probably stay connected. |
| **Total - CC** | - | - | **17,733** | - | **18,121** | - | - | **17,334** | - | **17,678** | |
| **City Manager:** | | | | | | | | | | | |
| CM-Contract Federal Lobbyist $12K (2007) and $22K (2008). | - | - | - | - | - | - | - | - | - | - | Funded by CIP Transfer. |
| CM-Increase Public Defender | - | - | 31,110 | - | 85,729 | - | - | 31,110 | - | 85,729 | - |
| CM-City Newsletter | - | - | 4,148 | - | 4,301 | - | - | 4,148 | - | 4,301 | More widely read/used communication the City uses. |
| CM-Service Satisfaction Survey | - | - | - | - | - | - | - | - | 20,000 | - | - |
| CM-Accredidation Feasibility | - | - | - | - | - | - | 3,300 | - | - | - | - |
| CM-Historical Society | - | - | - | - | - | - | 5,000 | - | - | - | - |
| EDC-Small Business Development Ctr | - | 9,063 | - | - | - | - | 9,063 | - | - | - | Fund through first 18 months. Future funding subject to program eval & CDBG availability. |
| EDC-Downtown Redevelopment & Econcomic Development. | 2.0 | 18,540 | 182,654 | - | 197,795 | - | - | - | - | - | $100K 1-time, use part of Downtown Incentive Fund interest for contracted service. |
| EDC-Friends of Hylebos Contract - Council Add | - | - | - | - | - | - | 10,000 | - | 10,000 | - | - |
| EDC-Seattle Enterprise Dues - Council Add | - | - | - | - | - | - | 5,000 | - | 5,000 | - | - |
| **Total - CM** | **2.0** | **27,603** | **217,912** | - | **287,825** | - | **32,363** | **35,258** | **35,000** | **90,030** | |
| **Municipal Court:** | | | | | | | | | | | |
| Replace Equip-Burster/Decolator | - | 1,020 | - | - | - | - | 1,020 | - | - | - | Basic equipment. |
| New Dot Matrix Printer | - | 2,500 | 250 | - | 667 | - | 2,500 | 250 | - | 667 | Basic equipment. |
| **Total - MC** | - | **3,520** | **250** | - | **667** | - | **3,520** | **250** | - | **667** | |

## PROGRAM ADDITIONS (CONTINUED):

| Program | Department Submitted | | | | | Adopted | | | | | Rationale |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | 2007 | | 2008 | | | 2007 | | 2008 | | |
| | FTE | 1-Time | Ongoing | 1-Time | Ongoing | FTE | 1-Time | Ongoing | 1-Time | Ongoing | |
| **Community Development:** | | | | | | | | | | | |
| Permit Center Support | 1.0 | 1,250 | 45,905 | - | 49,205 | - | - | - | - | - | May be justified - projecting higher permit revenue. |
| 2006 Code Book & Supplemental Reference | - | 9,000 | - | - | - | - | 9,000 | - | - | - | - |
| Organizational Capacity Building Program | - | 20,000 | - | 20,000 | - | - | 20,000 | - | 20,000 | - | Fund for 2 more years then evaluate. |
| Human Services General Fund. | - | 35,000 | - | 35,000 | - | - | - | 17,500 | - | 17,500 | Inflationary adj. - total to $430K. |
| Human Services KSAR Program Council Add | - | - | - | - | - | - | 3,000 | - | 3,000 | - | - |
| Human Services Food Bank - Council Add | - | - | - | - | - | - | 5,000 | - | 5,000 | - | - |
| Human Services - Increase Contract - Council Add | - | - | - | - | - | - | 7,000 | - | 7,000 | - | - |
| **Total - CD** | **1.0** | **65,250** | **45,905** | **55,000** | **49,205** | **-** | **44,000** | **17,500** | **35,000** | **17,500** | |
| **Law:** | | | | | | | | | | | |
| CR-Convert DV Liaison & Rule 9 to Full Time Contract Prosecutor plus .40 Admin 1 | 0.4 | - | 20,844 | - | 22,721 | 0.4 | - | 20,844 | - | 22,721 | Contract prosecutor included in Proposition 1. |
| **Total - Law** | **0.4** | **-** | **20,844** | **-** | **22,721** | **0.4** | **-** | **20,844** | **-** | **22,721** | |

## PROGRAM ADDITIONS (CONTINUED):

| Program | Department Submitted | | | | | Adopted | | | | | Rationale |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | 2007 | | 2008 | | | 2007 | | 2008 | | |
| | FTE | 1-Time | Ongoing | 1-Time | Ongoing | FTE | 1-Time | Ongoing | 1-Time | Ongoing | |
| **Management Services:** | | | | | | | | | | | |
| AD-Restore .50 FTE Admin Support | 0.5 | 1,250 | 35,550 | - | 37,425 | - | - | - | - | - | - |
| CC-Election Costs | - | 90,000 | 55,000 | - | 55,000 | - | 90,000 | 55,000 | - | 55,000 | - |
| CC-Records Mgmt Plan | - | - | 7,200 | - | 6,200 | - | - | 7,200 | - | 6,200 | - |
| HR-Labor Negotiations | - | - | 17,500 | - | 17,500 | - | - | 10,000 | - | 10,000 | Guild changing legal rep - could impact negotiation costs. |
| HR-Criminal History Checks | - | - | 2,000 | - | 2,000 | - | - | - | - | - | Likely state will "fix" the legislation. |
| HR-Expanded Job Announcement | - | - | 10,000 | - | 10,000 | - | - | - | - | - | - |
| HR-Additional City-Wide Training | - | - | 4,000 | - | 4,000 | - | - | 4,000 | - | 4,000 | Supervisors need to know increasing employee rights. |
| HR-Education Assistance - Council Add. | - | - | - | - | - | - | 10,000 | - | 10,000 | - | - |
| HR-Recruitment Costs - PK position conversion & Athletic Assistant, & PW Concurrency position. | - | 5,000 | - | - | - | - | 5,000 | - | - | - | - |
| FLEET-(PK/PW/CD) Incr Coord from .50 to .75 FTE | 0.3 | - | 25,006 | - | 25,875 | - | - | - | - | - | - |
| IT-(CW) Incr MS Office Lic | - | - | 8,000 | - | 8,000 | - | - | 8,000 | - | 8,000 | - |
| IT-Continue WiFi in SR 99 Corridor | - | - | 20,000 | - | 20,000 | - | 20,000 | - | 20,000 | - | Council project. Evaluate usage/business benefits, donations & sponsorship potential. |
| IT-(PS) 800 MHz Radio | - | - | 25,000 | - | 25,000 | - | - | 25,000 | - | 25,000 | - |
| IT-(PS) Cell Data Svc Cost/ # of Units Increase | - | - | 5,000 | - | 5,000 | - | - | 5,000 | - | 5,000 | Police operating efficiency. |
| IT-(PS) Cell Phone Units Service Cost Increase | - | - | 7,000 | - | 7,000 | - | - | 7,000 | - | 7,000 | Police operating efficiency. |
| IT-(FI) Eden Financial Syst Maint Cost Incr | - | - | 4,000 | - | 4,000 | - | - | 4,000 | - | 4,000 | - |
| IT-(REC) Class Registration Syst Maint Cost Increase | - | - | 1,400 | - | 1,400 | - | - | 1,400 | - | 1,400 | - |
| IT-(CW) GIS Arcinfo Maint Cost Incr | - | - | 1,100 | - | 1,100 | - | - | 1,100 | - | 1,100 | - |
| IT-(LW) Westlaw Access Service Cost Increase | - | - | 2,500 | - | 2,500 | - | - | 2,500 | - | 2,500 | - |
| IT-(REC) New Community Center Maint System Support ($550) | - | - | - | - | - | - | - | - | - | - | In New Community Center Budget. |
| IT-(REC) New Comm Center Membership Syst Support ($3750) | - | - | - | - | - | - | - | - | - | - | In New Community Center Budget. |
| IT-(CW) Spam/Firewall | - | - | 2,000 | - | 2,000 | - | - | 2,000 | - | 2,000 | - |
| IT-(CW) I-Net Access | - | - | 4,000 | - | 4,000 | - | - | 4,000 | - | 4,000 | - |
| IT-(CW) Staff Training | - | - | 4,000 | - | 4,000 | - | - | - | - | - | - |
| IT-(GAC) GAC Broadcast System .50 FTE Support | 0.5 | 2,610 | 30,799 | - | 33,253 | - | - | - | - | - | - |
| IT-(CW) Migrate City E-mail/Network | - | 13,000 | - | 57,000 | 3,000 | - | 13,000 | - | 57,000 | 3,000 | Long-term system compatibility & efficiency. |
| IT-(CW) Technology Plan | - | - | - | 50,000 | - | - | - | - | - | - | - |
| IT-Various Equipment Replacement-$312K in 2007 & $307K in 2008. | - | - | - | - | - | - | - | - | - | - | Replacement Reserves. |
| **Total - MS** | **1.3** | **111,860** | **271,055** | **107,000** | **278,253** | **-** | **138,000** | **136,200** | **87,000** | **138,200** | |

## PROGRAM ADDITIONS (CONTINUED):

| Program | Department Submitted | | | | | Adopted | | | | | Rationale |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | 2007 | | 2008 | | | 2007 | | 2008 | | |
| | FTE | 1-Time | Ongoing | 1-Time | Ongoing | FTE | 1-Time | Ongoing | 1-Time | Ongoing | |
| **Parks, Recreation, & Cultural Services:** | | | | | | | | | | | |
| MT-Field Lighting Controls | - | 42,500 | - | - | - | - | 42,500 | - | - | - | - |
| MT-Add Facilities Maint Worker | 1.0 | 4,170 | 57,042 | - | 61,608 | - | - | - | - | - | - |
| MT-Park Upgrade & Replacement | - | 62,500 | - | - | - | - | 5,325 | - | - | - | Replace rule signs (71 @ $75 ea). Don't change 35 entry signs if only for logo purpose. |
| MT-Increase Seasonal Help | - | - | 40,800 | - | 40,800 | - | - | - | - | - | - |
| MT-Park Security Service | - | - | 16,000 | - | 16,000 | - | - | - | - | - | - |
| MT-New 3/4 Ton Truck | - | 25,000 | 3,000 | - | 6,679 | - | 25,000 | 3,000 | - | 6,679 | Will need w/ added MW FTE's. |
| MT-Volunteer Coordinator | 0.5 | 2,300 | 33,245 | - | 35,494 | - | - | - | - | - | - |
| MT-2 New Park Rangers | 2.0 | 25,660 | 112,795 | - | 124,415 | - | - | - | - | - | - |
| MT-Convert Superintendent to Supervisor & Maintenace | 1.0 | 1,490 | 37,595 | - | 41,376 | 1.0 | 1,490 | 37,595 | - | 41,376 | Conversion. |
| MT-M&O for Cedar Grove Park ($10K), French Lake Park ($12K), Madrona Park ($12K), Historic Cabins Park ($8K) | - | - | 42,000 | - | 42,000 | 1.0 | - | 59,000 | - | 62,000 | Fund w/Utax 1 MW for maintenance of newly aquired / improved parks. |
| REC-Add Athletics Assistant $25,070 funded by $10K decrease in temporary help and $15,070 revenue offset. | 0.5 | - | - | - | - | 0.5 | - | - | - | - | Offset by Revenue. |
| REC-New Van | - | 25,000 | - | - | 2,575 | - | 25,000 | - | - | - | - |
| REC-Outdoor Cinema | 0.1 | - | 15,175 | - | 15,175 | - | 15,175 | - | 15,175 | - | Council project. 1-time, evaluate attendence. |
| REC-Increase Senior Svcs Coord to 1.0 FTE, Temp Help & Materials. CM recommended $36.3K salary/benefits only, offset by revenue increase. | 0.5 | - | 31,920 | - | 33,042 | 0.5 | - | - | - | - | Offset by Revenue. |
| ARTS-Adjust Arts Comm Contract Funding for Utax Growth ($4K in 2007 and $7.75K in 2008). | - | - | - | - | - | - | - | - | - | - | To reflect projected utility tax growth. |
| ARTS-Increase Arts Commission Funding - Council Add. | - | - | - | - | - | - | 10,000 | - | 10,000 | - | - |
| BLDG-City Hall Seasonal Help | - | - | 28,400 | - | 28,400 | - | - | - | - | - | - |
| **Total - PK** | **5.6** | **188,620** | **417,972** | **-** | **447,564** | **3.0** | **124,490** | **99,595** | **25,175** | **110,055** | |
| **Police:** | | | | | | | | | | | |
| Repl Crime Scene Van-use Seizure $ & Replacement | - | - | - | - | - | - | - | - | - | - | Use Seizure Funds & Replacement |
| Generalist K-9 | - | 16,392 | 4,250 | - | 3,750 | - | 16,392 | 4,250 | - | 3,750 | 7 day coverage. |
| Education Assistance $20K, Offset by Increase in Traffic | - | - | - | - | - | - | - | - | - | - | Offset by Revenue. |
| RAIN Software Maintenance Support | - | - | 7,375 | - | 7,375 | - | - | 7,375 | - | 7,375 | - |
| Parking/Fencing for Specialty Vehicles | - | 10,866 | - | - | - | - | 10,866 | - | - | - | Seizure Funded. |
| Replace Marked Vehicles-Use Reserves | - | - | - | - | - | - | - | - | - | - | Replacement Reserves. |
| Replace Unmarked Vehicles-Use Reserves | - | - | - | - | - | - | - | - | - | - | Replacement Reserves. |
| Repl Prisoner Transport Veh-Use Reserves | - | - | - | - | - | - | - | - | - | - | Replacement Reserves. |
| **Total - PS** | **-** | **27,258** | **11,625** | **-** | **11,125** | **-** | **27,258** | **11,625** | **-** | **11,125** | |

## PROGRAM ADDITIONS (CONTINUED):

| Program | Department Submitted | | | | | Adopted | | | | | Rationale |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | 2007 | | 2008 | | | 2007 | | 2008 | | |
| | FTE | 1-Time | Ongoing | 1-Time | Ongoing | FTE | 1-Time | Ongoing | 1-Time | Ongoing | |
| **Public Works (General Fund):** | | | | | | | | | | | |
| TR-Traffic Concurrency Management | 1.0 | 8,020 | - | - | - | 1.0 | 8,020 | - | - | - | $138K exp/year offset by new rev. |
| TR-Increase KC Traffic Maint Contract | - | - | 5,460 | - | 11,060 | - | - | 5,460 | - | 11,060 | - |
| TR-Maintenance of Completed Traffic CIP Projects | - | - | 37,205 | - | 37,205 | - | - | 37,205 | - | 37,205 | Funded with Utax. |
| TR-Advance Historical Society Goals | - | - | - | - | - | - | 5,000 | - | - | - | - |
| CTR-Commute Trip Reduction Plan | - | - | 10,880 | - | 11,760 | - | - | 10,880 | - | 11,760 | - |
| ST-Replace Pickup Truck-Use Rsvs | - | - | - | - | - | - | - | - | - | - | - |
| ST-Maint of Completed Street CIP Projects | - | - | 18,000 | - | 68,000 | - | - | 18,000 | - | 68,000 | Funded with Utax. |
| ST-Tree Replacement | - | - | - | - | - | - | - | 8,400 | - | 8,400 | Repl 24 trees/year |
| EM-Emergency Fuel for Generator | - | 77,000 | 3,000 | - | 3,000 | - | 77,000 | 3,000 | - | 3,000 | Need to have. |
| **Total - PW** | **1.0** | **85,020** | **74,545** | **-** | **131,025** | **1.0** | **90,020** | **82,945** | **-** | **139,425** | |
| **Total General Fund** | **11.3** | **509,131** | **1,146,037** | **162,000** | **1,333,422** | **4.4** | **459,651** | **421,551** | **182,175** | **547,401** | |
| **Solid Waste & Recycling:** | | | | | | | | | | | |
| Increase Litter Contract | - | - | 13,250 | - | 13,250 | - | - | 18,250 | - | 18,250 | Contract increase & $5K new service. $48.5K total/year. |
| **Total - SWR** | **-** | **-** | **13,250** | **-** | **13,250** | **-** | **-** | **18,250** | **-** | **18,250** | |
| **Surface Water Management:** | | | | | | | | | | | |
| Water Quality Maint Materials/Contract | - | - | 8,500 | - | 8,500 | - | - | 8,500 | - | 8,500 | - |
| Increase Temporary Help | - | - | 4,480 | - | 4,480 | - | - | 4,480 | - | 4,480 | - |
| NPDES Permit Fee | - | - | 500 | - | 2,100 | - | - | 500 | - | 2,100 | - |
| Increase Street Sweeping | - | - | 32,000 | - | 35,000 | - | - | 32,000 | - | 35,000 | - |
| Replace Callout Vehicle-Use Reserves | - | - | - | - | - | - | - | - | - | - | Replacement Reserves. |
| Replace 2 Trailers-Use Reserves | - | - | - | - | - | - | - | - | - | - | Replacement Reserves. |
| Repl 2 Storage Containers-Use Rsvs | - | - | - | - | - | - | - | - | - | - | Replacement Reserves. |
| **Total - SWM** | **-** | **-** | **45,480** | **-** | **50,080** | **-** | **-** | **45,480** | **-** | **50,080** | |
| **Dumas Bay Centre:** | | | | | | | | | | | |
| KFT-Tech Equip ($23K) | - | - | - | - | - | - | - | - | - | - | Use existing KFT capital fund (current bal $29K). |
| **Total - KFT** | **-** | **-** | **-** | **-** | **-** | **-** | **-** | **-** | **-** | **-** | |
| **Total Non-General Fund** | **-** | **-** | **58,730** | **-** | **63,330** | **-** | **-** | **63,730** | **-** | **68,330** | |
| **Grand Total** | **11.3** | **509,131** | **1,204,767** | **162,000** | **1,396,752** | **4.4** | **459,651** | **485,281** | **182,175** | **615,731** | |

## EXHIBIT B: ADOPTED CAPITAL INVESTMENTS AND FUND SOURCES (IN THOUSANDS)

| Priority | Project Description | Project Total | External/Pr. Sources (2) | | | Balance Needed | Adopted 2007-08 Allocations | | | | | | | Total | Future Needs |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | Grant | Mitig. | Prior Yr | | REET | Ut Tx | Fuel Tx | Other | Grants | GFund | Fees | | |
| ***OTHER CAPITAL INVESTMENT*** | | | | | | | | | | | | | | | |
| | Payoff New City Hall Debt Service - Balloon Payment | 5,800 | - | - | 2,700 | 3,100 | 1,000 | 1,100 | - | - | - | 1,000 | - | 3,100 | - |
| | City Center Park/Green Space | 1,000 | - | - | - | 1,000 | - | 1,000 | - | - | - | - | - | 1,000 | - |
| | Police & Community Safety Improvement Prog | 441 | - | - | - | 441 | - | - | - | - | - | 441 | - | 441 | - |
| | Community Center Startup & Transition | 400 | - | - | - | 400 | - | 120 | - | 250 | - | 30 | - | 400 | - |
| Total Parks Projects | | $ 7,641 | $ - | $ - | $ 2,700 | $ 4,941 | $ 1,000 | $ 2,220 | $ - | $ 250 | $ - | $ 1,471 | $ - | $ 4,941 | $ - |
| ***PARKS*** | | | | | | | | | | | | | | | |
| 2 | Annual Playground Repair and Replacement Program | 268 | - | - | - | 268 | 268 | - | - | - | - | - | | 268 | - |
| 4 | BMX/ Bike Facility Study | 15 | - | - | 10 | 5 | - | - | - | - | - | - | | - | 5 |
| 1 | Camp Kilworth -- Acquisition and Site | 3,450 | 1,400 | - | 1,550 | 500 | - | - | - | - | 500 | - | | 500 | - |
| 4 | Community Gathering Spaces/Small CIP | 525 | - | 100 | - | 425 | - | - | - | - | - | - | | - | 425 |
| 4 | Downtown Public Space and Pedestrian Connections | 130 | - | - | 95 | 35 | 35 | - | - | - | - | - | | 35 | - |
| 2 | Dumas Bay Centre: Building Assessment and Upgrade | 819 | - | - | 259 | 560 | - | - | - | - | - | - | | - | 560 |
| 2 | Dumas Bay Centre: Site Restoration--Phase II | 525 | 164 | - | 275 | 86 | - | - | - | - | - | - | | - | 86 |
| 2 | Lakota Park Design and Redevelopment | 11,805 | 500 | - | 100 | 11,205 | - | - | - | - | - | - | | - | 11,205 |
| 3 | Major Maintenance-Parks Facilities | 220 | - | - | - | 220 | 220 | - | - | - | - | - | | 220 | - |
| 5 | Long Range Planning | 149 | - | 18 | - | 131 | - | - | - | 39 | - | - | | 39 | 92 |
| 5 | Panther Lake Open Space: Feasibility Study and Master | 92 | - | - | - | 92 | - | - | - | - | - | - | | - | 92 |
| 2 | Sacajawea Park Design and Redevelopment | 9,731 | 1,000 | - | 75 | 8,656 | 415 | - | - | - | - | - | | 415 | 8,241 |
| 1 | Saghalie Park Soccer Field--Artificial Turf Upgrade | 960 | - | 110 | 540 | 310 | - | - | - | - | 310 | - | | 310 | - |
| 3 | Trail and Pedestrian Access Improvements | 450 | - | 30 | - | 420 | 140 | - | - | - | - | - | | 140 | 280 |
| 1 | West Hylebos Wetlands Park Boardwalk | 1,450 | 678 | - | 200 | 573 | 273 | - | - | - | 300 | - | | 573 | - |
| 5 | Poverty Bay Master Plan | 41 | - | - | - | 41 | - | - | - | - | - | - | | - | 41 |
| Total Parks Projects | | $ 30,630 | $ 3,742 | $ 258 | $ 3,104 | $ 23,527 | $ 1,351 | $ - | $ - | $ 39 | $ 1,110 | $ - | | $ 2,500 | $ 21,027 |
| ***FACILITIES*** | | | | | | | | | | | | | | | |
| NA* | Performing Arts Center | 25,000 | - | - | - | 25,000 | - | - | - | - | - | - | - | - | 25,000 |
| NA* | Multipurpose Competitive Sports Center | 9,000 | - | - | - | 9,000 | - | - | - | | - | - | - | - | 9,000 |
| NA* | Maintenance Facility | 4,500 | - | - | - | 4,500 | - | - | - | | - | - | - | - | 4,500 |
| NA* | Annual Technology Investment | 400 | - | - | - | 400 | - | - | - | | - | - | - | - | 400 |
| Total Facilites Projects | | $ 38,900 | $ - | $ - | $ - | $ 38,900 | $ - | $ - | $ - | | $ - | $ - | $ - | $ - | $ 38,900 |

## ADOPTED CAPITAL INVESTMENTS AND FUND SOURCES (IN THOUSANDS) - CONTINUED

| Priority | Project Description | Project Total | External/Pr. Sources (2) | | | Balance Needed | Adopted 2007-08 Allocations | | | | | | | Total |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | Grant | Mitig. | Prior Yr | | REET | Ut Tx | Fuel Tx | Other | Grants | GFund | Fees | |
| *TRANSPORTATION* | | | | | | | | | | | | | | |
| | Annual Asphalt Overlay Program | 4,048 | - | - | - | 4,048 | - | 2,800 | 1,218 | 30 | - | - | - | 4,048 |
| | Annual Transportation System Safety Improvements | 700 | - | - | - | 700 | - | - | 700 | - | - | - | - | 700 |
| | S 320th St HOV: 8th Ave So to SR 99 | 6,765 | 4,736 | 194 | - | 1,835 | - | - | - | - | - | - | - | - |
| | SR99 HOV Lanes Phase III - S 284th St to SR509 | 21,400 | 5,000 | 448 | 2,845 | 13,107 | - | - | - | 200 | 12,907 | - | - | 13,107 |
| | S 348th Street: 9th Avenue S - SR99 | 4,300 | - | 645 | - | 3,655 | - | 1,000 | - | 75 | 2,580 | - | - | 3,655 |
| | S 320th St. @ 1st Ave S. | 6,374 | 3,824 | 203 | 1,157 | 1,190 | - | - | - | 75 | - | - | - | 75 |
| | S 320th St. @ 20th Ave S. | 1,482 | 889 | 105 | - | 488 | - | - | - | - | - | - | - | - |
| | S 356th Street @ Pacific Highway Intersection Impv. | 7,518 | 378 | 1,170 | 1,120 | 4,850 | - | 200 | - | 450 | 4,200 | - | - | 4,850 |
| | SR18 @ SR161 Intersection Impv | 1,737 | - | 462 | 950 | 325 | - | - | - | 325 | - | - | - | 325 |
| | S 348th Street @ 1st Avenue S | 2,430 | 1,458 | 180 | 511 | 281 | - | - | - | 50 | - | - | - | 50 |
| | S 352nd Street; SR-99 to SR-161 | 5,200 | 3,120 | - | - | 2,080 | - | 500 | - | 500 | - | - | - | 1,000 |
| | 21st Av SW Ext: SW 356th St - 22nd Av SW | 1,155 | - | 91 | 326 | 738 | - | - | - | 238 | 500 | - | - | 738 |
| | SW 320th Street @ 21st Avenue SW | 1,748 | - | - | - | 1,748 | - | - | - | - | - | - | - | - |
| | SW 320th Street @ 47th Avenue SW | 360 | - | - | - | 360 | - | - | - | - | - | - | - | - |
| | S 312th Street @ 28th Avenue S | 136 | - | - | - | 136 | - | - | - | - | - | - | - | - |
| | Pacific Highway HOV Lanes Phases IV - SR-509 to | 19,400 | 6,118 | 330 | 550 | 12,402 | - | 500 | - | 750 | 4,500 | - | - | 5,750 |
| | S 320th Street: 1st Ave S to 8th Ave S | 6,763 | 4,057 | - | - | 2,706 | - | - | - | - | - | - | - | - |
| | SW 336th Way/SW 340th Street: 26th Place SW-Hoyt | 7,777 | 4,665 | - | - | 3,112 | - | - | - | - | - | - | - | - |
| | Military Road S: Star Lake Road to S 288th Street | 5,941 | 3,565 | - | - | 2,376 | - | - | - | - | - | - | - | - |
| | SW 356th Street / BPA Trail Signal | 315 | - | - | 315 | - | - | - | - | - | - | - | - | - |
| | City Center Access Phase 4 | 11,800 | - | - | - | 11,800 | - | - | - | - | - | - | - | - |
| | S 356th Street SR 99-SR161 | 5,979 | 2,511 | - | - | 3,468 | - | - | - | - | - | - | - | - |
| | SW 312th Street @ SR509 | 1,202 | - | 163 | - | 1,039 | - | - | - | - | - | - | - | - |
| | 1st Ave S @ S 328th Street | 459 | - | 58 | - | 401 | - | - | - | - | - | - | - | - |
| | 10th Ave SW Impv: SW Campus Dr - SW344th St | 8,632 | - | 171 | - | 8,461 | - | - | - | - | - | - | - | - |
| | City Center Access Study Phase 2 | 3,500 | - | 5 | 700 | 2,795 | 2,200 | 600 | - | - | - | - | - | 2,800 |
| | S 304th Street @ 28th Ave S | 393 | - | - | - | 393 | - | - | - | - | - | - | - | - |
| | City Center Access Phase 3 - S 320th Street @ I-5 | 2,850 | - | 64 | - | 2,786 | - | - | - | - | - | - | - | - |
| | S 314th St: 20th Av S - 23rd Av S - Install new sidewalks | 381 | - | - | - | 381 | - | - | - | - | - | - | - | - |
| Total Transportation Projects | | $ 140,745 | $ 40,321 | $ 4,289 | $ 8,474 | $ 87,661 | $ 2,200 | $ 5,600 | $ 1,918 | $ 2,693 | $ 24,687 | $ - | $ - | $ 37,098 |
| Combined All General Govt Project | | $ 217,916 | $ 44,063 | $ 4,547 | $ 14,278 | $ 155,028 | $ 4,551 | $ 7,820 | $ 1,918 | $ 2,982 | $ 25,797 | $ 1,471 | $ - | $ 44,538 |

## ADOPTED CAPITAL INVESTMENTS AND FUND SOURCES (IN THOUSANDS) - CONTINUED

| | Project Description | Project Total | External/Pr Sources | | | Balance Needed | Adopted 2007-08 Allocations | | | | | | | Total |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | Grant | Mitig. | Prior Yr | | REET | Ut Tx | Fuel Tx | Other | Grants | GFund | Fees | |
| *Surface Water* | | | | | | | | | | | | | | |
| | Small CIP -- Annual Program | $ 407 | $ - | $ - | $ - | $ 407 | $ - | $ - | $ - | $ - | $ - | $ - | $ 407 | 407 |
| | East Branch Lakota Creek Channel Restoration | 779 | - | - | 981 | (202) | - | - | - | - | - | - | - | - |
| | Lake Jeane Outlet Control Structure | 555 | - | - | 179 | 376 | - | - | - | - | - | - | 376 | 376 |
| | SW 332nd Street (26th AV. SW) Trunk Replacement | 835 | - | - | 810 | 25 | - | - | - | - | - | - | 25 | 25 |
| | Mirror Basin detention pond - East 15-inch lateral/detention | 248 | - | - | 248 | - | - | - | - | - | - | - | - | - |
| | S 373rd Street Hylebos Creek Bridge Replacement | 910 | - | - | 910 | - | - | - | - | - | - | - | - | - |
| | SR 99 Phase III Roadway Improvements | 150 | - | - | - | 150 | - | - | - | - | - | - | 150 | 150 |
| | Lake Lorene Outlet Control Structure | 390 | - | - | - | 390 | - | - | - | - | - | - | 390 | 390 |
| | Outlet Channel Modification | 180 | - | - | - | 180 | - | - | - | - | - | - | 180 | 180 |
| | 10th Avenue S. Drainage Improvements | 430 | - | - | - | 430 | - | - | - | - | - | - | 430 | 430 |
| | S. 336th and 34th Avenue S. Drainage Improvement | 145 | - | - | - | 145 | - | - | - | - | - | - | 25 | 25 |
| | S 308th St. Lateral Drainage Interceptor | 165 | - | - | - | 165 | - | - | - | - | - | - | 60 | 60 |
| | 1st Way South Trunk Replacement | 671 | - | - | - | 671 | - | - | - | - | - | - | 98 | 98 |
| | S 316th Place Detention Facility | 605 | - | - | - | 605 | - | - | - | - | - | - | - | - |
| | Lower Joe's Creek Habitat Restoration | 2,223 | - | - | - | 2,223 | - | - | - | - | - | - | - | - |
| | Low Flow Diversion /Infiltration Trench | 310 | - | - | - | 310 | - | - | - | - | - | - | - | - |
| | 21st Avenue SW Detention | 416 | - | - | - | 416 | - | - | - | - | - | - | - | - |
| Total Surface Water Projects | | $ 9,419 | $ - | $ - | $ 3,128 | $ 6,291 | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,141 | $ 2,141 |
| Combined All General Govt Project | | $ 227,335 | $ 44,063 | $ 4,547 | $ 17,406 | $ 161,319 | $ 4,551 | $ 7,820 | $ 1,918 | | $ 25,797 | $ 1,471 | | $ 46,679 |

1 External resources including grants anticipated but not applied for or received.

* See individual section for keys to priority number.

## EXHIBIT C: POLICE AND COMMUNITY SAFETY IMPROVEMENT VOTER PACKAGE

| Proposed Increase in Police Opr. | Current Staff Assigned | Proposed Addition | % Change | Impact Positions | Current Caseload [1] | Projected Caseload | Top Step Pay&Ben | Unit Cost [2] | Projected cost | % of Utility Tax |
|---|---|---|---|---|---|---|---|---|---|---|
| PS - Lieutenant | | 2.00 | | | | | $113 | $125 | 249 | |
| PS - Patrol | 56.00 | 8.00 | 14% | 8.00 | 3,168 | 3,621 | $86 | $95 | 759 | |
| PS - Traffic | 4.50 | 3.00 | 67% | 3.00 | 352 | 587 | $86 | $95 | 285 | |
| PS - Traffic Accident Investigation | 1.00 | 1.00 | | | | | $86 | $95 | 95 | |
| PS - CIS | 17.00 | 1.00 | 6% | | | | $86 | $95 | 95 | |
| PS - CIS- Crime scene processing/background ck | - | 0.80 | | | | | $86 | $95 | 76 | |
| PS - CIS- Regional Teams | - | 2.20 | | | | | $86 | $95 | 209 | |
| Increase Jail Service Contract | | | | | | | | | 150 | |
| Subtotal Sworn Positions | | 18.00 | 20% | 11.00 | 3,520 | 4,208 | | | $ 1,917 | |
| PS-Records Clerk | | 1.00 | | | | | $59 | $64 | 64 | |
| Saving from PSO Conversion | | (2.00) | | | | | | | (314) | |
| Indirect support cost (IT & HR) @ 10% direct cost | | 1.80 | | | | | | | 167 | |
| Total Police Department Change | | 18.80 | | | 3,520 | 4,208 | | | 1,834 | 1.31% |

| Police Service Impact on Court Services | Budgeted Staffing | Actual Staffing | Current caseload | Projected caseload | Projected Staffing 3 | New Staffing | Pay&Ben | Unit Cost [2] | Projected Cost | |
|---|---|---|---|---|---|---|---|---|---|---|
| Court-Judicial | 1.55 | 1.65 | 3,520 | 4,208 | 2.00 | 0.50 | $150 | $164 | 82 | |
| Court-Clerk | 9.00 | 8.50 | 3,520 | 4,208 | 10.00 | 1.00 | $65 | $72 | 72 | |
| Prosecutor (include interns/contract) | 2.50 | 3.25 | 3,520 | 4,208 | 4.00 | 1.50 | $91 | $100 | 150 | |
| Impact on Public Defender Contract ($000) | | $240 | 3,520 | 4,208 | $287 | $47 | | $47 | $ 47 | |
| Additional Court Staffing/Cost | | | | | | 3.00 | | | $ 351 | |
| Indirect support cost (IT & HR) @ 10% direct cost | | | | | | 0.30 | | | 35 | |
| Subtotal Court Services Change | | | 20% | | | 3.30 | | | $ 386 | 0.28% |
| **Total Public Safety Improvement Positions & Costs** | | | | | | **22.10** | | | **$ 2,220** | **1.586%** |

| Community Safety Programs | Current Staffing | Additional Staffing Assignment | % Change | Impacted Positions | | Total New positions | Top Step Pay&Ben | Unit Cost [2] | Projected cost | |
|---|---|---|---|---|---|---|---|---|---|---|
| Code Enforcement Officer | 2.00 | 1.00 | 50% | | | 1.00 | $81 | $89 | 89 | |
| Code Enforcement Civil Attorney | 1.00 | | 50% | 0.50 | | 0.50 | $91 | $100 | 50 | |
| Park Maintenance (vandalism and graffiti repair/removal) | | 1.00 | | | | 1.00 | $68 | $74 | 74 | |
| Park security contract (lock and unlock restrooms and park gates) | | | | | | | | $26 | 26 | |
| **Total Community Safety Improvement Programs Cost** | | | | | | **2.50** | | | **$ 239** | **0.171%** |
| **Grand Total Positions & Costs** | | | | | | **24.60** | | | **$ 2,459** | **1.756%** |

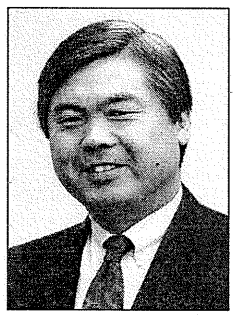
1 Caseload is based on average criminal citations over the past 4 years. The cases are generated proportionally between patrol and traffic based on their staffing levels (or appx 10% traffic and 90% patrol).

2 Position unit costs include equipment M&O, uniform, training, supplies, etc.

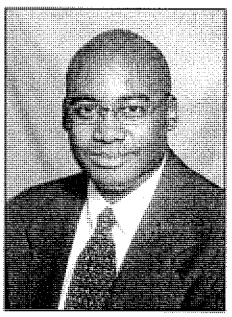
3 Rounded to the nearest 0.5 position.

**2007/2008**
**CITY OFFICIALS**
**LEGISLATIVE BODY**

| Position | Council Member | Term | Term Expires | Contact Informatin |
|---|---|---|---|---|
| Position #1 | Jim Ferrell, Deputy Mayor | 4 years | 12/31/2007 | jim.ferrell@cityoffederalway.com (253) 835-2401 |
| Position #2 | Linda Kochmar | 4 years | 12/31/2009 | linda.kochmar@cityoffederalway.com (253) 835-2401 |
| Position #3 | Michael Park, Mayor | 4 years | 12/31/2007 | michael.park@cityoffederalway.com (253) 835-2401 |
| Position #4 | Jeanne Burbidge | 4 years | 12/31/2009 | jeanne.burbidge@cityoffederalway.com (253) 835-2401 |
| Position #5 | Jack Dovey | 4 years | 12/31/2007 | jack.dovey@cityoffederalway.com (253) 835-2401 |
| Position #6 | Eric Faison | 4 years | 12/31/2009 | eric.faison@cityoffederalway.com (253) 835-2401 |
| Position #7 | Dean McColgan | 4 years | 12/31/2007 | dean.mccolgan@cityoffederalway.com (253) 835-2401 |

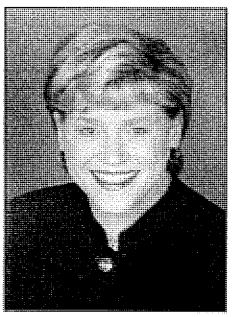

MICHAEL PARK
Mayor

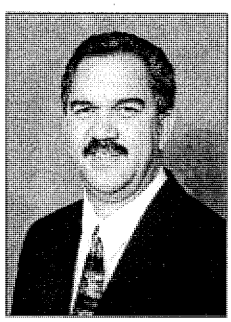
JIM FERRELL
Deputy Mayor


ERIC FAISON
Councilmember

JEANNE BURBIDGE
Councilmember

JACK DOVEY
Councilmember


LINDA KOCHMAR
Councilmember


DEAN MCCOLGAN
Councilmember

## JUDICIAL BRANCH

| Position | Employee | Elected/ Appointed | Term | Office Date | Contact Information |
|---|---|---|---|---|---|
| Presiding Judge | Michael Morgan | Elected | 2 Years | 1/1/06 | michael.morgan@cityoffederalway.com (253) 835-3025 |
| Judge | Vacant | Appointed | | n/a | n/a |
| Court Administrator | Gina Palermo | Appointed | | 06/19/03 | Gina.palermo@cityoffederalway.com (253) 835-3002 |

## CITY ADMINISTRATION

| Position | Employee | Appointment | Contact Information |
|---|---|---|---|
| City Manager | Neal Beets | 08/01/06 | neal.beets@cityoffederalway.com (253) 835-2401 |
| Assistant City Manager | Derek Matheson | 01/01/01 | derek.matheson@cityoffederalway.com (253) 835-2411 |
| City Attorney | Patricia Richardson | 10/07/02 | patricia.richardson@cityoffederalway.com (253) 835-2570 |
| Community Development Services Director | Kathy McClung | 01/025/01 | kathy.mcclung@cityoffederalway.com (253) 835-2610 |
| Economic Development Director | Patrick Doherty | 08/16/04 | patrick.doherty@cityoffederalway.com (253) 835-2612 |
| Management Services Director | Iwen Wang | 04/04/94 | iwen.wang@cityoffederalway.com (253) 835-2510 |
| Parks, Recreation & Cultural Services Director | Donna Hanson | 01/01/05 | donna.hanson@cityoffederalway.com (253) 835-2412 |
| Public Safety Director | Brian Wilson | 08/02/06 | brian.wilson@cityoffederalway.com (253) 835-6701 |
| Public Works Director | Cary Roe | 10/17/94 | cary.roe@cityoffederalway.com (253) 835-2710 |

## VISION

Federal Way is a community known for its cultural diversity, attractive parks, safe neighborhoods, and vibrant business centers.

## MISSION

The City of Federal Way is responsive, innovative and fiscally responsible in delivering quality services, promoting economic development, improving infrastructure, and managing growth.

## GOALS

- Integrate the public safety strategy into all facets of City operations, building on a strong community-based approach.
- Create a multi-use urban city center that is pedestrian friendly, linked to neighborhoods and parks, and services as the social and economic hub of the City.
- Establish Federal Way as an economic leader and job center in South King County by attracting a regional market for high quality office and retail businesses.
- Maintain the capital facilities plan and provide financing options for transportation and surface water improvements, parks, recreation, cultural arts and public facilities.
- Ensure a responsive service culture within the City organization where employees listen carefully, treat citizens and each other respectfully and solve problems creatively, efficiently, and proactively.
- Position Federal Way as a regional leader by working collaboratively with other local and regional jurisdictions in order to leverage resources.

Adopted March 7, 2006

## OUR CITY VALUES
## S-P-I-R-I-T

### *Service*

1. Timely responses within established deadlines to internal and public inquiries.
2. Behave in a friendly, helpful manner - take the extra step to help the other person.
3. Seek feedback from clients on service delivery (non-defensive and learning). Adjust services based upon feedback.
4. Monitor performance and results. Identify ways for improving services.
5. Know and understand your customers - City co-workers, Mayor and Council, public and other agencies.

### *Pride*

1. Support the City. Make supporting comments in the community.
2. Take pride in appearance; your office; demeanor; dress.
3. Take pride in quality products; no mistakes; looks good; and communicates proper meaning.
4. Recognize the importance of your job.
5. Be a City Ambassador in the community.

### *Integrity*

1. Be truthful.
2. Be trustworthy. Do what you say you are going to do.
3. Avoid relationships which may be conflicts of interest.
4. Do not withhold or misrepresent information.
5. Respect confidences.

### *Responsibility*

1. Be accountable. Take credit or blame for your own actions.
2. Do not promise more than you can deliver. Know your limits.
3. Keep your word.
4. Be reliable.
5. Develop knowledge and skills.

### *Innovation*

1. Take reasonable risks.
2. Keep current on changes in your field.
3. Be open-minded.
4. Try new things.
5. Turn setbacks into opportunities. Learn from failures.

### *Teamwork*

1. Keep others informed and alerted.
2. Respect each other.
3. Help each other.
4. Support team success over personal success. There is no "I" in teamwork.
5. Recognize your role may change depending upon the situation.
6. Be loyal. Support the team or organization decision.
7. Involve others in decision-making as appropriate and possible.

# CITY OF FEDERAL WAY ORGANIZATION CHART AND OPERATION SUMMARY

## CITIZENS OF FEDERAL WAY

### MAYOR / CITY COUNCIL

* Represent the People of Federal Way
* Adopt Ordinances & Resolutions
* Grant Franchises
* Levy Taxes and Appropriate Funds
* Establish Policy Guidelines

### Municipal Court

* Misdemeanors & Gross Misdemeanors
* Traffic & Non-traffic Infractions
* Probation Services
* Civil Impounds

| | |
|---|---|
| 05 Staffing | 12.6 |
| 06 Staffing | 12.6 |
| FTE Change | 1.5 |
| 07/08 Adopted | 14.0 |

### CITY MANAGER

* Administer City-wide Operations and Budget
* Coordinate Regional Affairs
* Economic Development

| | |
|---|---|
| 05 Staffing | 5.0 |
| 06 Staffing | 5.0 |
| FTE Change | 0.5 |
| 07/08 Adopted | 5.5 |

### Position Summary

| Year | Baseline FTE | Adopted Change | Adopted Total |
|---|---|---|---|
| 2004 Actual | 310.6 | | |
| 2005 Actual | 302.6 | | |
| 2006 Adjusted | 307.6 | | |
| 2007 Adopted | 307.6 | 37.8 | 345.4 |
| 2008 Adopted | 307.6 | 37.8 | 345.4 |

### Community Development

* Economic Development
* Land Use Management
  --Permit process
  --Legislative
* Bldg Permits & Inspections
* Code Compliance
* Human Services
* Comm. Dev. Block Grant
* Neighborhood Develop
* Volunteer Program

| | |
|---|---|
| 05 Staffing | 28.7 |
| 06 Staffing | 28.7 |
| FTE Change | 1.8 |
| 07/08 Adopted | 30.5 |

### Law

* Civil Legal Services and Litigation
* Legislative support
* Prosecution
* Provide Legal Counsel
* Draft Contracts and Ordinances
* Negotiate Contracts and Real Estate Transactions

| | |
|---|---|
| 05 Staffing | 10.6 |
| 06 Staffing | 10.6 |
| FTE Change | 2.4 |
| 07/08 Adopted | 13.0 |

### Management Services

* Financial Planning & Admin.
* City Clerk
* Data Processing/ GIS
* Communications
* Govt Access Channel, Web, Document Imaging
* Human Resources
* Risk Management
* Mail & Copier
* Fleet & Equipment
* Hearing Examiner Coord.

| | |
|---|---|
| 05 Staffing | 22.0 |
| 06 Staffing | 22.0 |
| FTE Change | 3.6 |
| 07/08 Adopted | 25.6 |

### Parks & Recreation

* New Community Center
* Recreation & Athletic Progs
* Park maintenance/operation & Development
* Community Events & Arts
* Public Facility Management & Development
* Dumas Bay Centre Oper
* Knutzen Family Theatre
* Open Space Management

| | |
|---|---|
| 05 Staffing | 30.2 |
| 06 Staffing | 31.2 |
| FTE Change | 13.1 |
| 07/08 Adopted | 44.3 |

### Police

* Crime Analysis/Prevention
* Traffic Safety Education & Enforcement
* Investigation
* Patrol
* Emergency Communication
* Community Safety and Education Programs

| | |
|---|---|
| 05 Staffing | 152.0 |
| 06 Staffing | 155.0 |
| FTE Change | 14.0 |
| 07/08 Adopted | 169.0 |

### Public Works

* Development Services
  --Permitting
  --Inspection
  --Legislation
* Maintenance, Operating, & Development of
  --Public Right-of-Way
  --Traffic Systems
  --Surface Water Mgmt
* Solid Waste/Recycling
* Emergency Management

| | |
|---|---|
| 05 Staffing | 41.5 |
| 06 Staffing | 42.5 |
| FTE Change | 1.0 |
| 07/08 Adopted | 43.5 |

# BOARDS AND COMMISSIONS

***Arts Commission***

Purpose: The Arts Commission develops and oversees the City's various arts programs, and makes recommendations to the City Council on all areas of the arts, including the fine arts, literary, performing, visual, and cultural as well as historic preservation.

Number of Members: 9 members Appointed by: City Council

Current Members: Jann Perez, Peggy LaPorte, Bette Simpson, Carrol Clemens, Karen Oleson, Mary Tynan, Maggie Ellis, Richard McPhail, Susan Honda.

Meeting Information: 1st Thursday of each month - 7:30 am, Hylebos Conference Room, City Hall

***Civil Service Commission***

Purpose: The Civil Service Commission powers and performs the duties established by state law in connection with the selection, appointment, promotion, demotion and employment of commissioned officers below the rank of Director of Police Services.

Number of Members: 5 members Appointed by: City Manager

Current Members: Timothy Devore, Michael Redling, Joyce McMahon, Michael Moneck, Linda Purlee.

Meeting Information: As needed; meeting at City Hall.

***Diversity Commission***

Purpose: The Diversity Commission advises the City Council on policy matters involving the community's cultural and ethnic differences, ensuring that these differences are considered in the decision-making process.

Number of Members: 9 members Appointed by: City Council

Current Members: J. Lee Cook, DeBorah Little, Nanette Gammage, Suzanne Smith, Dorry Peterson, Jacqueline Piel, Rhona Ray, and Ron Walker, Lou Dodson.

Meeting Information: 2nd Tuesday of each month at 6:00 p.m. – Dash Point Conference Room.

***Ethics Board***

Purpose: The Ethics Board issues advisory opinions on the provisions of the Federal Way Code of Ethics; they also investigate and report to the City Council on any alleged violations of the Code of Ethics.

Number of Members: 3 members Appointed by: City Council

Current Members: Dennis P. Greenlee, Jr., Kevin King, Timothy Dodd.

Meeting Information: Semi-annual and as needed.

***Human Services Commission***

Purpose: The Human Services Commission makes reports and recommendations to the City Council and City Manager concerning human services issues.

Number of Members: 9 members Appointed by: City Council

Current Members: Roger Freeman, Deanna Heinrich, Richard Bye, Julie Grant, Ronald Secreto, Russ Williams, Steve DeTray, Bob Wroblewski, Herman Brewer IV.

Meeting Information: 3rd Monday of each month at 5:30 p.m. – Hylebos Conference Room.

***Lodging Tax Advisory Commission***

Purpose: The membership of the Lodging Tax Advisory Committee consists of an elected official of the city who serves as chair, two representatives of businesses required to collect the tax, and two people involved in activities that are funded by revenue received from the tax.

Number of Members: 5 members Appointed by: City Council

Current Members: Michael Park, Gerry Lamontagne, Scott Brown, Mike Dunwiddie, Joann Piquette, Adina Lake, Bruce Higdon.

Meeting Information: 2nd Friday of each month at 8:00 a.m. – Hylebos Conference Room.

***Parks and Recreation Commission***

Purpose: The Parks and Recreation Commission advises the City Council on policy matters involving acquisition, development and significant operational impacts of Parks and Recreation Department facilities and programs.

Number of Members: 9 members Appointed by: City Council

Current Members: C.T. Purdom, George Pfeiffer, Ade Bright, Cindy Dodge, Fred Konkell, Marie Sciacqua, David Talcott, Don Dennis, Joel Howitt

Meeting Information: 1st Thursday of each month at 6:00 p.m. – Hylebos Conference Room.

***Planning Commission***

Purpose: The Planning Commission conducts public hearings and makes recommendations to the City Council on amendments or revisions to the Comprehensive Plan, Zoning Code and Zoning Map.

Number of Members: 7 members Appointed by: City Council

Current Members: Hope Elder, William Drake, Merle Pfeifer, Pam Duncan-Pierce, Dini Duclos, David Osaki, Lawson Bronson

Meeting Information: 1st & 3rd Wednesday of each month at 7:00 p.m. – Council Chambers.

***Youth Commission***

Purpose: The Youth Commission advises the City Council and other City boards and commissions on issues such as youth programs, recreational activities, dance clubs and other issues of importance to youth.

Number of Members: 13 members Appointed by: City Council

Current Members: Kiley Martin, Lanelle Ava, Clancey Four Bear, Anthony Hutchinson, Shannon Bernardy, Michelle Fernandez, Hayley Johnson, Allison Palumbarit, Sarah Kirsch, Hanna Ory, Caroline Lee, Lyndesy Wilson.

Meeting Information: 3rd Wednesday of each month at 5:00 p.m. – Klahanee Lake Community/Senior Center.

***Independent Salary Commission***

Purpose: The Independent Salary Commission studies the relationship of benefits to the duties of the Mayor and City Council members and adjusts them, if appropriate. They are to review and file their salary schedules and benefits no later than May 31 of every even-numbered year.

Number of Members: 5 members Appointed by: Mayor & Approved by Council

Current Members: Frank Marshall, Adebola Adekoya, David Head, Gloria Elliott, Ron Secreto

Meeting Information: As needed; meeting at City Hall.

# BUDGET PROCESS

***Procedures for Adopting the Original Budget*** - The City's budget process and the time limits under which the biennial budget must be prepared are defined by the Revised Code of Washington (RCW) 35A.34. These elements, with which the City continues to comply, resulted in the following general workplan and calendar for 2004:

| Process Description | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Council sets 2005/2006 budget priorities | | | | | | | | | | | | |
| Management Team Develop Budget Strategies | | | | | | | | | | | | |
| City Manager gives budget Directions | | | | | | | | | | | | |
| Management Services Department distributes budget instructions consistent with Council and City Manager directions | | | | | | * | | | | | | |
| Departments prepare base-line revenue and expenditure estimates and new program requests | | | | | | | | | | | | |
| Management Services Department updates revenue estimates and compiles department submittals | | | | | | | | | | | | |
| City Manager meets with Department staff to review their budget proposals | | | | | | | | | | | | |
| City Manager makes specified adjustments to department submittals/establishes preliminary budget | | | | | | | | | | | | |
| 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 preliminary budget hearings | | | | | | * | | | * | | | |
| City Clerk publishes notice of the filing of preliminary budget and notice of public hearing to be held during preliminary budget deliberations | | | | | | | | | | * | | |
| City Council conducts workshops and public hearings on the preliminary budget recommended by City Manager | | | | | | | | | | | | |
| City Council instructs City Manager to make modifications to the budget | | | | | | | | | | | | |
| City Council adopts an ordinance to establish the amount of property taxes to be levied in the ensuing year | | | | | | | | | | | * | |
| Final budget, as adopted, is published and distributed within the first three months of the following year | | | | | | | | | | | | |

***Mid-Biennium Review and Modification*** - The biennial budget statute referenced above requires jurisdictions electing a biennium budget to perform a mid-biennium review and modification of the adopted budget. The review and modification shall occur no sooner than eight months after the start nor later than conclusion of the first year of the fiscal biennium.

***Amending the Budget*** - When the City Council determines that it is in the best interest of the City to increase or decrease the appropriation for a particular fund, it may do so by ordinance approved by a simple majority. The City Manager is authorized to transfer budgeted amounts between departments within any fund. The Department Directors are authorized to transfer budgeted amounts between accounts within a department.

# BUDGET POLICIES

## I. OPERATING BUDGET

### A. OVERALL

1. The budget should be a performance, financing and spending plan agreed to by the Mayor, City Council, City Manager and Department Directors. It should contain information and data regarding expected revenues, expected expenditures and expected performance.

2. The City will prepare and annually refine written policies and goals to guide the preparation of performance, financing and spending plans for the City budget. Adopted budgets will comply with the adopted budget policies and Council priorities.

3. As a comprehensive business plan, the budget should provide the following critical elements recommended by the Government Finance Officers Association: public policies, financial plan, operations guide, and communications device.

4. The City's budget presentation should display the City's service delivery/performance plan in a Council/constituent-friendly format. Therefore, the City will use a program budgeting format to convey the policies for and purposes of City operations. The City will also prepare the line-item format materials for those who wish to review that information.

5. Decision making for capital improvements will be coordinated with the operating budget to make effective use of the City's limited resources for operating and maintaining facilities.

6. Under the City Manager's direction, Department Directors have primary responsibility for: a) formulating budget proposals in line with City Council and City Manager priority direction, and b) implementing those proposals once they are approved.

### B. FISCAL INTEGRITY

1. The City will maintain the fiscal integrity of its operating, debt service, and capital improvement budgets which provide services and maintain certain public facilities, streets and utilities. It is the City's intent to maximize the level of public goods and services while minimizing the level of debt.

2. The City will adopt a balanced budget for all funds. Balanced budget for operating funds means ongoing operating program costs do not exceed the amount of ongoing revenues to finance those costs. The ongoing revenue will be identified along with new program costs including impact from new capital projects. Any available carryover balance will only be used to offset one-time or non-recurring costs. Balanced budget for non-operating funds means total resources equal to or exceed total uses.

3. Cash balances in excess of the amount required to maintain strategic reserves will be used to fund one-time or non-recurring costs.

4. Mitigation fees shall be used only for the project or purpose for which they were intended.

C. CONTINGENT ACCOUNTS

1. The City shall establish an appropriated Contingency Reserve in order to accommodate unexpected operational changes, legislative impacts, or other economic events affecting the City's operations which could not have been reasonably anticipated at the time the budget was prepared. Funding shall be targeted at three (3) percent of the City's operating expenditures.

2. The City shall establish a Strategic Reserve Fund which shall neither be appropriated nor spent without Council authorization. The purpose of the fund is to provide some fiscal means for the City to respond to potential adversities such as public emergencies, natural disasters or similarly major, unanticipated projects. Funding shall be targeted at not less than five (5) percent of the City's operating expenditures.

3. The City shall prefund each subsequent year's debt service (see II.B.7 below).

4. The City shall continue to set aside funding from the Strategic Reserve Fund for the eventual implementation of a self-insurance program (see details in 5. below).

5. The City shall continue to set aside funding from the Strategic Reserve Fund for a self-insurance reserve in the City's Risk Management Fund. As the City's mix and level of liabilities increase, it should have a foundation to implement a cost effective program to mitigate the expense of commercial insurance. The intent is to transfer investment earnings from the Strategic Reserve Fund into the self-insurance reserve until the self-insurance program is ready to be fully implemented. After that point the required amount will be transferred to appropriately fund the self-insurance reserve. Similar transfers will occur annually after that initial set-up.

6. The City shall fund certain asset replacement reserves through depreciation charges paid to the Internal Service Funds (see 7. below).

7. Replacement reserves based on estimated replacement value will be established for any equipment, furnishings, and computer software when the need will continue beyond the estimated initial useful life, regardless of whether the equipment is acquired via lease, gift or purchase. An equal annual amount will be included in the service charges paid by City departments to the various Internal Service funds (Information Systems, Mail & Duplication, Fleet and Equipment and Building) during the expected life of the asset. The furnishings reserve may be used for building rehabilitation and will be replenished in accordance with 9 below. This will permit the accumulation of cash to cost-effectively replace these assets and smooth out future budgetary impacts.

8. The strategic reserve and self-insurance reserve should be replenished as soon as possible and always within three years from the time the reserve is used or falls below the target. Sources to replenish these reserves shall be from undesignated fund balances, deferring non-life safety capital, and operating revenues in this order.

9. Furnishing Replacement Reserve (if used for building rehabilitation projects): An amount equal to twice the annual depreciation of the project cost will be charged to each department until cost is fully recovered.

10. The City shall maintain a $100,000 reserve for Snow and Ice Removal. This reserve is established for use in the event a major storm occurs and additional funds, above the annual operating allocation, are needed.

D. REVENUES

1. Revenue estimates shall not assume any growth rate in excess of inflation. Real growth that occurs will be recognized through budgetary adjustments only after it takes place. This practice imposes short term constraint on the level of public goods or services. However, in the event that revenues are less than expected, it minimizes the likelihood of severe cutback actions which may be profoundly disruptive to the goal of providing a consistent level of quality services.

2. Investment income earned through the City's investment pool shall be budgeted based upon the allocation methodology, i.e. the projected average monthly balance of each participating fund.

E. CONTRACTUAL SERVICES

1. The City will continue to thoroughly investigate the feasibility of contracting certain public services in accordance with Council Resolution No. 92-103.

F. MINIMIZATION OF ADMINISTRATIVE COSTS

1. An appropriate balance will be maintained between resources allocated for direct services to the public and resources allocated to assure sound management, internal controls, and legal compliance.

G. RETIREMENT

1. The budget shall provide for adequate funding of the City's retirement system.

H. MONTHLY REPORT

1. The budget will be produced so that it can be directly compared to the actual results of the fiscal year and presented in a timely monthly report.

2. All budget amendments, both revenues and expenditures, will be noted in the monthly report.

I. MULTI-YEAR ESTIMATES

1. With each budget, the City will update expenditure and revenue projections for the next six years. Projections will include estimated operating costs for capital improvements that are included in the capital budget.

2. This budget data will be presented to elected officials in a form that will facilitate budget decisions, based on a multi-year perspective.

J. CITIZEN INVOLVEMENT

1. Citizen involvement shall be encouraged in the budget decision making process through public hearings and study sessions.
2. Involvement shall also be facilitated through City boards, task forces and commissions, which shall serve in advisory capacities to the City Council and/or City Manager.

K. FEES

1. Fees shall be phased toward covering 100% of the cost of service delivery, unless such amount prevents an individual from obtaining an essential service. Fees or service charges should not be established to generate money in excess of the cost of providing service.

2. Fees may be less than 100% if other factors (e.g. market forces, competitive position, etc.) need to be recognized.

L. NONPROFIT ORGANIZATIONS

1. Future funding decisions regarding nonprofit organizations will be based on guidelines, policies and priorities determined by the City Council and availability of financing based on General Fund spending priorities.

## II. CAPITAL BUDGET

A. FISCAL POLICIES

1. Capital project proposals should include as complete, reliable, and attainable cost estimates as possible. Project cost estimates for the Capital Budget should be based upon a thorough analysis of the project and are expected to be as reliable as the level of detail known about the project. Project cost estimates for the Ten-Year City Capital Improvement Plan will vary in reliability depending on whether they are to be undertaken in the first, fifth or tenth year of the Plan.

2. Capital proposals should include a comprehensive resource plan. This plan should include the amount and type of resources required, and the funding and financing strategies to be employed. The specific fund and timing should be outlined. The plan should indicate resources needed to complete any given phase of a project in addition to the total project.

3. All proposals for the expenditure of capital funds shall be formulated and presented to Council within the framework of a general capital budget and, except in exceptional circumstances of an emergency nature, no consideration will be given to the commitment of any capital funds, including reserve funds, in isolation from a general review of all capital budget requirements.

4. Changes in project estimates for the comprehensive resource plan should be fully reported to the City Council for review and approval.

5. Project proposals should indicate the project's impact on the operating budget, including, but not limited to, long-term maintenance costs necessary to support the improvement.

6. At the time of contract award, each project shall include reasonable provision for contingencies:

   a. The amount set aside for contingencies shall correspond with industry standards and shall not exceed ten (10) percent, or a percentage as otherwise determined by the City Council of the total contract amount.

   b. Project contingencies may, unless otherwise determined by the City Council, be used only to compensate for unforeseen circumstances requiring additional funds to complete the project within the original project scope and identified needs.

c. For budgeting purposes, project contingencies are a reasonable estimating tool. At the time of the contract award, the project's budgeted appropriation, including contingency, will be replaced with a new appropriation equal to the approved project contract contingency developed in the manner described above.

7. The City Administration shall seek ways of ensuring that administrative costs of carrying out the Capital Improvement Plan are kept at appropriate levels.

8. The Annual Capital Budget shall include only those projects which can reasonably be accomplished in the time frame indicated. The detail sheet for each budgeted capital project should include a projected schedule.

9. Capital projects which are not encumbered or completed during the fiscal year will be rebudgeted or carried over to the next fiscal year except as reported to and subsequently approved by the City Council. All re-budgeted capital projects should be so noted in the Adopted Capital Budget. Similarly, multi-year projects with unencumbered or unexpended funds will be carried over to the subsequent year(s).

10. If a proposed project will cause a direct negative impact on other publicly-owned facilities, improvements to the other facilities will be required as part of the new project and become a part of the new project's comprehensive costs.

11. Capital projects will not be budgeted unless there are reasonable expectations that revenues will be available to pay for them.

B. DEBT POLICIES

1. Short-term lines of credit, tax or Revenue Anticipation Notes may be used only when the City's ability to implement approved programs and projects is seriously hampered by temporary cash flow shortages. In general, these Notes will be avoided. No other form of debt will be used to finance ongoing operational costs.

2. Whenever possible, the City shall identify alternative sources of funding and shall examine the availability of those sources in order to minimize the level of debt.

3. Whenever possible, the City shall use special assessment, revenue, or other self-supporting bonds instead of general obligation debt.

4. Long term general obligation debt will be incurred when necessary to acquire land or fixed assets, based upon the ability of the City to pay. This debt shall be limited to those capital improvements that cannot be financed from existing revenues and when there is an existing or near-term need for the project. The project should also be integrated with the City's long term financial plan and City Improvement Plan.

5. The maturity date for any debt will not exceed the reasonable expected useful life of the project so financed.

6. Fifty percent (50%) of the principal of any long term indebtedness should be retired over 10 years.

7. Current year revenues shall be set aside to pay for the subsequent year's debt service payments. This is intended to immunize the City's bondholders from any short term volatility in revenues.

8. The City shall encourage and maintain good relations with financial and bond rating agencies, and will follow a policy of full and open disclosure on every financial report and bond prospectus.

9. The City shall establish affordability guidelines in order to preserve credit quality. One such guideline, which may be suspended for emergency purposes, or because of unusual circumstances, is as follows:

10. Debt service to be repaid with operating revenues should not exceed 8% of the respective operating budget.

C. CAPITAL IMPROVEMENT PLAN (CIP) POLICIES

1. Citizen participation in the Capital Improvement Program is a priority for the City. Among the activities which shall be conducted to address this need are the following:

   a. The Capital Improvement Plan shall be provided to the City Council in a timely manner to allow time for the Council members to review the proposal with constituents before it is considered for adoption.

   b. Council study sessions on the Capital Improvement Plan shall be open to the public and advertised sufficiently in advance of the meetings to allow for the attendance of interested citizens.

   c. Prior to the adoption of the Capital Improvement Plan, the City Council shall hold noticed public hearings to provide opportunities for citizens to express their opinions on the proposed plan.

   d. The City Planning Commission shall review the proposed City Improvement Plan and provide its comments on the Plan's contents before the Council considers the Plan for adoption.

2. All projects included in the Capital Improvement Plan shall be consistent with the City's Comprehensive Plan. The goals and policies for services, facilities, and transportation should be followed in the development of the City Improvement Plan. The Comprehensive Plan service level goals should be called out in the City Improvement Plan.

3. Capital projects shall be financed to the greatest extent possible through user fees and benefit districts when direct benefit to users results from construction of the project. Refer to Debt Policies for further detail.

4. Projects that involve intergovernmental cooperation in planning and funding should be established by an agreement that sets forth the basic responsibilities of the parties involved.

5. The Council will annually review and establish criteria against which capital proposals should be measured. Included among the factors which will be considered for priority-ranking are the following:

   a. Projects which have a positive impact on the operating budget (reduced expenditures, increased revenues);

   b. Projects which are programmed in the Ten-Year Operating Budget Forecast;

c. Projects which can be completed or significantly advanced during the Ten-Year Capital Improvement Plan;

d. Projects which can be realistically accomplished during the year they are scheduled;

e. Projects which implement previous Council-adopted reports and strategies.

A complete list of criteria follows.

CRITERIA FOR DETERMINING PROJECT INCLUSION/PRIORITY
(In Priority Order)

1. Projects which are required by statute or by an existing agreement with another agency.

2. Projects which are essential to public health or safety.

3. Projects which are urgently needed by some other criteria than public health or safety, e.g. environmental or public service.

4. Projects which have exhibited a high degree of public support.

5. Projects which are grant funded and would have minimal or no operating cost impact on the General Fund.

6. Projects which, if not acted upon now, would result in the irrevocable loss of an opportunity, or other major alternative actions would have to be initiated.

7. Projects which would preserve an existing capital facility, avoiding significantly greater expenses in the future (e.g. continuation of a ten-year cycle street maintenance program).

8. Projects which would result in significant savings in General Fund operating costs.

9. Projects which would fulfill a City commitment (evidenced by previous inclusion in the annual CIP and community support) to provide minimal facilities in areas which are deficient according to adopted standards.

10. Projects which would provide significant benefits to the local economy and tax base.

11. Purchase of land for future projects at favorable prices prior to adjacent development.

12. Purchase of land for future City projects (landbanking).

13. Projects which would provide new facilities which have minimal or no operating costs or which have operating costs but have been designated as exceptions to the operating cost policy by previous City Council actions.

14. Projects which would be constructed in conjunction with another agency with the other agency providing for the operating costs.

15. Projects which would generate sufficient revenue to be essentially self-supporting in their operation.

16. Projects which would make an existing facility more efficient or increase its use with minimal or no operating cost increase.

17. Projects which would fulfill City commitment (evidenced by previous inclusion in the annual CIP and community support) to provide greater than minimal facilities.

18. Projects which are grant funded but would require increased operating costs in the General Fund.

19. Projects which are not grant funded and would require increased operating costs in the General Fund, and have not been designated as exceptions to the operating cost policy by previous City Council actions.

# BASIS OF ACCOUNTING AND BUDGETING

Accounting records for the City are maintained in accordance with methods prescribed by the State Auditor under the authority of Washington State law, Chapter 43.09 R.C.W., and in compliance with generally accepted accounting principles as set forth by the Governmental Accounting Standards Board.

**Basis of Presentation - Fund Accounting**

The accounts of the City are organized on the basis of funds and account groups. Each fund is a separate accounting entity with a self-balancing group of accounts. There are three broad fund categories, seven generic fund types within those categories and two account groups. A purpose and description of the fund is provided on the fund pages in the Budget by Fund section of this budget document.

**Basis of Accounting**

Basis of accounting refers to when revenues, expenditures, expenses, transfers and the related assets and liabilities are recognized and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

The *accrual basis* of accounting is used by proprietary fund types. 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. 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 current period or soon enough thereafter to pay current liabilities.

**Basis of Budgeting**

The City uses the same revenue and expenditure recognition principles for budgeting as for accounting with the exception of depreciation or amortization expenses in proprietary funds are not budgeted.

**Balanced Budget**

The state law prescribes a balanced budget is total expenditures and other uses not to exceed total resources (current revenue plus beginning fund balance). The city's budget policy further requires that "on-going expenditures" not to exceed "on-going revenues". Therefore, a balanced budget for Federal Way must meet both conditions.

**Budgetary Fund Balances**

Budgetary fund balance is the difference between current liability and current assets of a fund. This is the amount available for appropriations during the budget period. It is different than the fund equity or the net assets reported in the entity-wide financial statements as it does not include capital assets or long-term liabilities that are not available or due within current budget period.

**Scope of Budget and Fund Descriptions**

Budgets are adopted for the general, special revenue, debt service, and proprietary funds on the modified accrual basis of accounting. Certain special revenue and capital project funds, however, are budgeted on a project-length basis. For governmental funds, there are no differences between the budgetary basis and generally accepted accounting principles. Budgets for project/grant related special revenue funds and capital project funds are adopted at the level of the individual project and for fiscal periods that correspond to the lives of projects.

Legal budgetary control is established at the fund level; i.e., expenditures for a fund may not exceed the total appropriation amount. The City Manager may authorize transfers of appropriations within a fund, but the City Council must approve by ordinance any increase in total fund appropriations. Any unexpended appropriations for budgeted funds lapse at the end of the year. Appropriations for other special purpose funds that are non-operating in nature are adopted on a "project-length" basis and, therefore, are carried forward from year to year without reappropriation until authorized amounts are fully expended or the designated purpose of the fund has been accomplished.

The individual funds within each fund type which are included in the City's budget are listed below.

***General Fund*** - This fund is used to account for all financial resources except those required to be accounted for in another Fund.

***Special Revenue Funds*** - These funds are established to account for proceeds of specific revenue sources that are either designated by policy or are legally restricted to expenditure for specified purposes.

Street Fund
Arterial Street Fund
Utility Tax Fund
Solid Waste/Recycling Fund
Special Contract/Studies Fund
2% for the Arts Fund
Community Center Fund
Hotel/Motel Lodging Tax Fund
Community Development Block Grant Fund
Paths and Trails Reserve Fund

***Debt Service Fund*** - This Fund is to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

***Capital Project Funds*** - These funds account for financial resources to be used for the acquisition or construction of major capital facilities.

Downtown Redevelopment Fund
City-Wide Capital Facilities Fund
Park Project Fund
Surface Water Management Projects Fund
Transportation Systems

***Enterprise Fund*** - This Fund is to account for operations that are normally financed and operated in a manner similar to a private business enterprise where the intent of the governing body is that the costs of providing goods and services to the general public on a continuing basis be financed or recovered primarily through user charges.

Surface Water Management Fund
Dumas Bay Centre Fund

***Internal Service Funds*** - These Funds are established to account for the financing of goods and services provided by one department of the governmental unit to other units on a cost reimbursement basis.

Risk Management Fund
Information Systems Fund
Mail and Duplication Services Fund
Fleet and Equipment Fund
Buildings and Furnishings Fund

# READERS GUIDE

Organization of this Document

This budget document is organized into six sections to facilitate the reader's understanding of the City's 2007/2008 Biennial Budget and to help the reader to find information regarding the City and its budget. Those six sections are: Introductory, Executive Summary, Operating Budget, Budget by Fund, Capital Budget, and Appendix.

Introductory Section - The introductory section is designed to introduce the City to the reader and includes the following:

City Officials
Judicial Branch and City Administration
Vision, Mission, and Goals
City Values
City-Wide Organization Chart
Boards and Commissions
Budget Process
Budget Policies
Basis of Accounting and Budgeting
Reader's Guide
City Map
City History

Executive Summary - The Executive Summary section follows, which provides an overview of the City's financial condition, comparative statistics, and includes:

Summarized Sources & Uses Charts and Graphs
City-Wide Position Inventory
Expenditure Line Item Summary
Tax Comparisons/Demographic Statistics
Per Capita General Fund Revenues for King County Cities
Ending Fund Balance
Debt Service Obligations
Long-Range Financial Plan

Operating Budget - The operating budget focuses on accountability and responsibility assigned to each department within the City. This section is organized by function within a department and incorporates all operating funds. Each department is organized as follows by function:

Functional Organization Chart
Accomplishments & Key Objectives
Purpose and Description
Highlights and Changes
Adopted Program Changes
Performance Measures
Position Inventory Information
Multi-Year Revenue & Expenditure Comparison

Budget by Fund - The budget by fund section demonstrates the overall financial condition of each fund. This section is organized as follows:

Purpose and Description
Sources and Uses by Category
Expenditure Line Item Summary

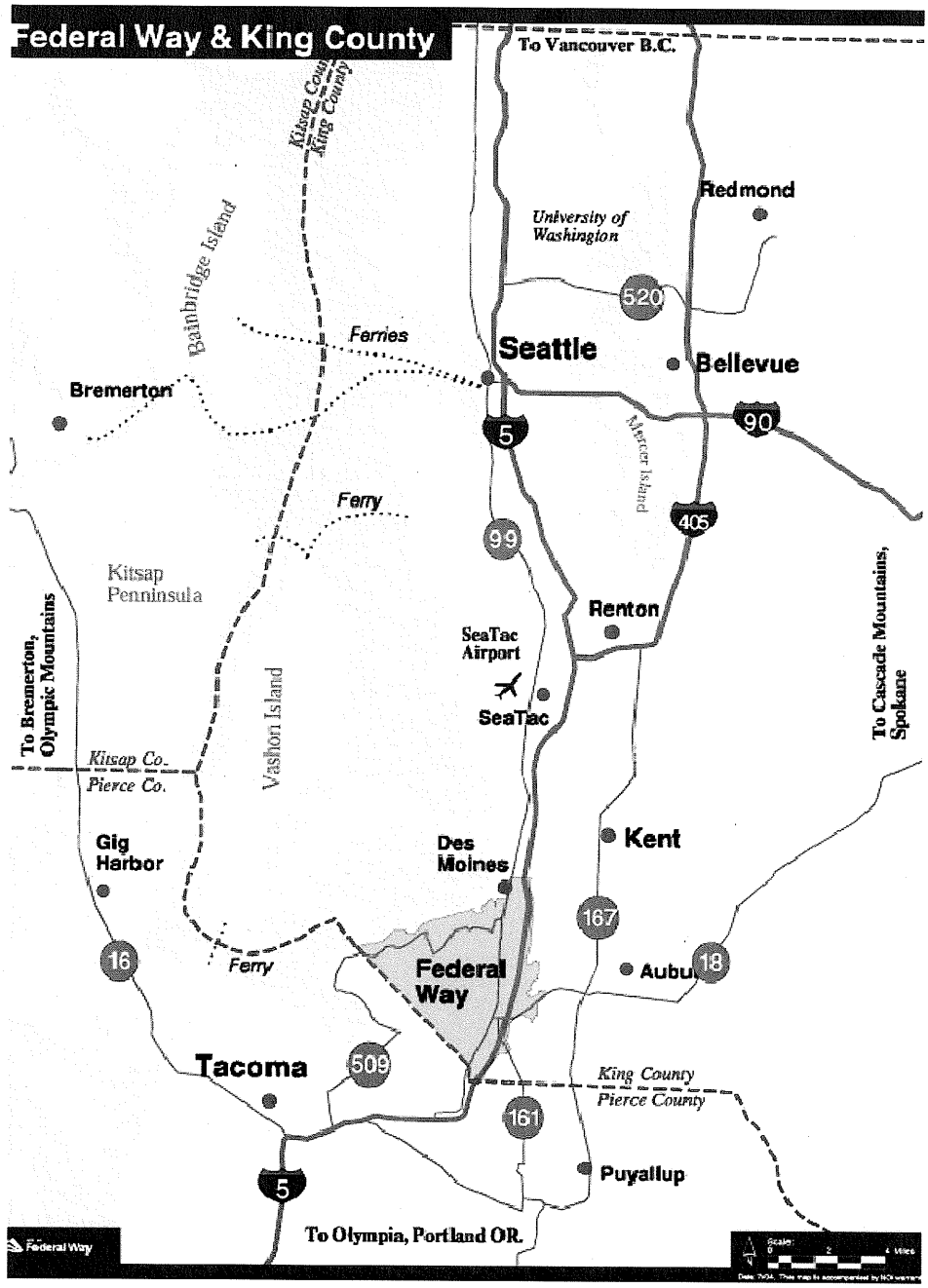
Capital Budget - This section identifies the capital project multi-year plan for Parks, Traffic, Streets, and Surface Water Management. The projects proposed for the biennium have a detailed explanation, sources and uses, and a map identifying location of the project. This section is organized as follows:

Overall Summary of all Capital Projects and Funding Sources
Capital Project by Project Category:
- Overall Multi-Year Summary of Projects and Funding
- Detailed Explanation of Funding Sources and M&O Impact

Appendix - The appendix section includes:

Non-CIP Capital Outlay Summary
Salary Schedule
Fee Schedule
Glossary of Terms
Acronym List
Statistical Section

## CITY MAP




The City is located 25 miles south of downtown Seattle and just 8 miles north of downtown Tacoma. Federal Way has 8 miles of Puget Sound waterfront and is in the southwestern corner of King County. Federal Way is connected to the region by three exits along Interstate 5, as well as access points to State Highways 18, 509, 161 and Pacific Highway/SR99. This provides easy access to Sea-Tac International Airport (12 miles) and the Ports of Seattle and Tacoma.

The climate, which is heavily influenced by its proximity to the Puget Sound, is relatively mild-temperate. The abundance of moist marine air keeps the temperature mild year round. The Federal Way area reaches an average high temperature of 75 degrees in July and an average low temperature of 33 degrees in January. Precipitation ranges from .71 inches in July to 5.7 inches in January.

Rapid retail and residential growth created significant changes in the community during the 1970's and 1980's. Desiring controlled, quality growth and community identity, Federal Way citizens organized to form what immediately became Washington's sixth largest city, incorporating in February of 1990.

More information is available on our website cityoffederalway.com.

## ~City of Federal Way History~

The earliest recorded accounts of the Federal Way area tell of Native American families who resided in the area of the Muckleshoot Reservation on the east side of the Green River Valley and traveled west to the shores of Puget Sound for the plentiful fisheries resources. Generations of Muckleshoot Indians wore a westward trail across the heavily forested plateau to the area which is now Saltwater State Park. The arrival of the white man in the nineteenth century resulted in a steady decline in the Indian population and by 1890, nearly the entire population had disappeared from the area. Isolated on a triangular shaped plateau rising steeply from Puget Sound, the Federal Way area had little waterfront access or roadways and accordingly, was sparingly developed compared to Tacoma and Seattle. As late as the turn of the century, the original settlers at Dash Point and Dumas Bay had to row to Tacoma for supplies and mail. Old Military Road, constructed around 1856 and extending north from Fort Steilacoom, past Star Lake to Seattle and Fort Lawton, was the first road through the area.

Over time, narrow dirt roads were added to provide east/west access and by 1900, a road was constructed between Star Lake and Redondo. The second crossroad, the "Seattle Road," connected old Military Road and Kent. The Seattle-Tacoma Interurban Line, completed in 1901, provided a fast and easy way to reach these urban cities. Improved access brought many visitors to the area and Star Lake became a popular summer recreation site.

By the 1920s, Federal Highway 99, the interstate that linked the western states from north to south, was complete. At this time, Federal Way was still primarily forest and farmland. Fred Hoyt had a cabin on Dumas Bay and started a road to Tacoma (still called Hoyt Road). The timber companies, which had a major logging operation going, built an early railroad line and were instrumental in getting Marine View Highway (now Dash Point Road) built in the early 1920s. This roadway spurred development along the coastline. Soon thereafter, Peasley Canyon Road was built to connect Military Road with the Auburn Valley. This road later became known as South 320th Street. In these early days, roadways set the stage for development in the area and they still play an important role in the City today.

By the start of World War II, a number of small, thriving communities made up the area that is now Federal Way. Some communities were clustered around lakes, such as Steel Lake, Star Lake, and Lake Geneva. Others were sited to take advantage of the view of Puget Sound, like Adelaide and Buenna. As each of these communities grew, residents built small schoolhouses for their children. By the late 1940s, King County consolidated the many individual red schoolhouses into the Federal Way School District, from which the City gets its name. During this same period, a library was built along the edge of Highway 99, and between 308th Street and 320th Street, a small "downtown" developed with a general store, lumber yard, realty office, beauty parlor, feed store, and gas station. By the end of the 1950s, the ten blocks between 308th and 320th Streets became the first roadside commercial district. One of the more unique developments was Santa Faire, a family oriented theme park. New shopping areas were added around the park, helping to create a "community focus" for the residents of the area.

As this commercial area developed, the rest of Federal Way was changing as well. The Boeing Company expanded their operations in Renton and the Kent Valley and began advertising nationally for engineers. Those engineers in turn began roaming the wooded acreage in Federal Way in search of housing. One of the earliest residential developments was Marine Hills, built in 1958 overlooking Puget Sound. Weyerhaeuser, one of the early timber companies, had large land holdings in the area and began to develop their land into high quality housing with amenities like golf courses.

Weyerhaeuser's development company also began developing commercial property, creating the West Campus business park. The plan was to integrate offices and businesses with lush landscaping. Though initially the corporate office market was not strong, West Campus has grown almost to capacity, providing space for many civic buildings such as City Hall, the police station, the area's major health care centers, and higher density housing.

Another major landmark in the area is SeaTac Mall, built in the mid-1970s on what was farmland south of 320th Street. The Mall is one of the largest in South King County and is the anchor for retail development in the area. The Mall was a result of population growth in the region and its location was determined by the 320th Street intersection with Interstate 5. The Interstate supplanted Highway 99 as the main artery for commuter traffic in the County.

By the mid 1980s, South King County was growing quickly. Retail growth occurred along Highway 99, especially at the 320th Street intersection. Roads and office space were developed to accommodate the increased growth. Residential growth was also prominent, following plans developed by King County, with a large number of apartment homes. The changes to the community, with increased housing and traffic, created a movement for greater self-determination. In 1989, the citizens of this area voted for incorporation and the City of Federal Way was born, incorporating on February 28, 1990.

*Arial View of Federal Way*

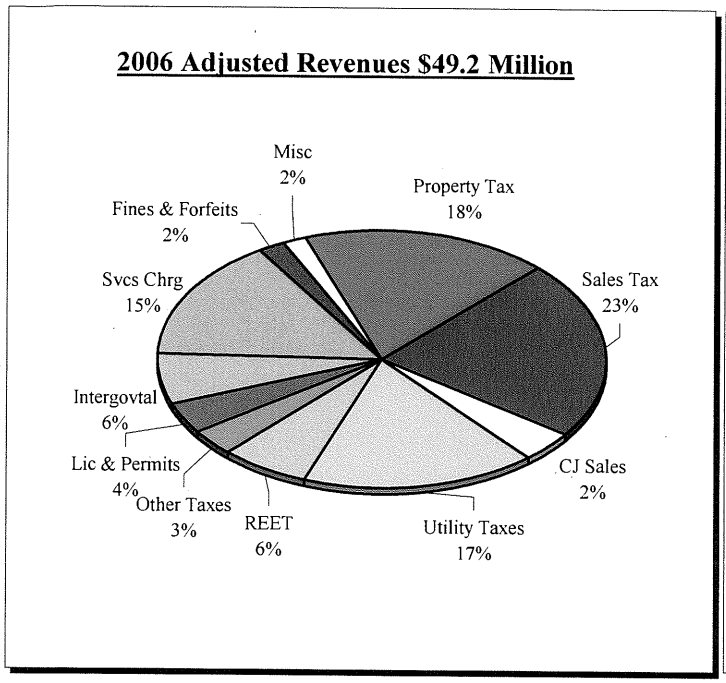
# SOURCES AND USES - ALL FUNDS

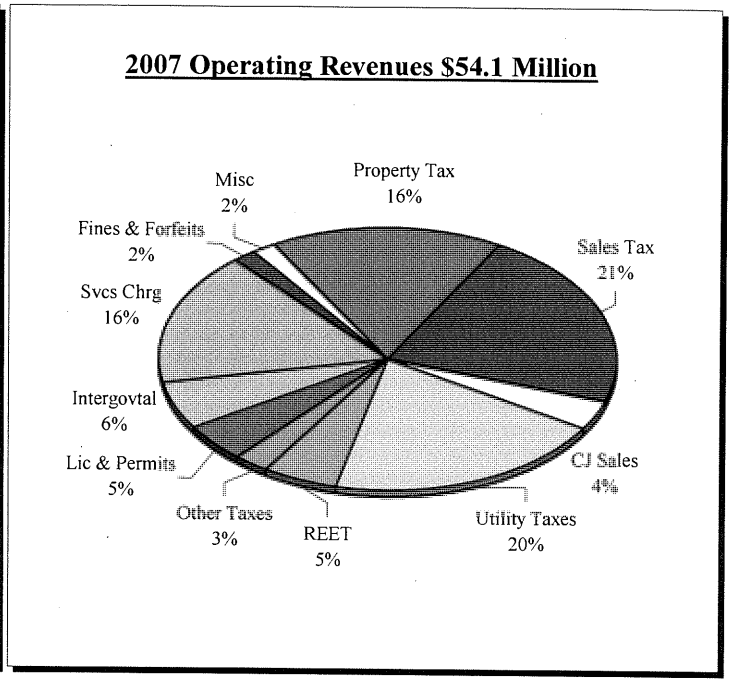
| ITEM | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-End | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|
| *BEGINNING FUND BALANCE:* | $ 61,925,855 | $ 56,126,370 | $ 17,381,054 | $ 65,790,051 | $ 66,357,550 | $ 38,271,084 | $ 20,892,751 | $ (27,518,966) | -41.8% |
| *OPERATING REVENUE:* | | | | | | | | | |
| Property Taxes | 8,121,088 | 8,442,168 | 8,443,000 | 8,692,174 | 8,692,174 | 8,865,097 | 8,992,267 | 172,923 | 2.0% |
| Sales Tax | 10,546,218 | 11,305,537 | 11,010,000 | 11,120,000 | 12,120,000 | 11,782,071 | 12,194,443 | 662,071 | 6.0% |
| Criminal Justice Sales Tax | 1,648,046 | 1,817,981 | 1,757,000 | 1,877,000 | 1,945,240 | 2,042,502 | 2,171,762 | 165,502 | 8.8% |
| Utility Taxes | 7,557,724 | 8,326,951 | 7,636,498 | 8,407,499 | 8,574,300 | 10,851,287 | 11,745,069 | 2,443,788 | 29.1% |
| Real Estate Excise Tax | 3,078,898 | 4,695,984 | 1,900,000 | 3,150,000 | 3,900,000 | 2,800,000 | 2,800,000 | (350,000) | -11.1% |
| Other taxes | 1,605,454 | 1,661,208 | 1,417,500 | 1,567,500 | 1,402,026 | 1,384,126 | 1,389,379 | (183,374) | -11.7% |
| Licenses & Permits | 1,934,421 | 3,021,780 | 1,780,517 | 1,979,017 | 2,846,283 | 2,446,476 | 2,512,686 | 467,459 | 23.6% |
| Intergovernmental | 2,785,247 | 2,904,717 | 3,014,953 | 3,154,953 | 3,120,111 | 3,165,814 | 3,167,049 | 10,861 | 0.3% |
| Charges for Services | 7,047,098 | 7,964,836 | 7,403,029 | 7,440,529 | 7,287,522 | 8,848,663 | 9,297,930 | 1,408,135 | 18.9% |
| Fines & Forfeits | 1,242,027 | 875,986 | 1,318,000 | 976,000 | 896,000 | 917,535 | 918,825 | (58,465) | -6.0% |
| Miscellaneous Revenue | 700,904 | 1,206,872 | 711,981 | 802,981 | 922,826 | 953,734 | 956,393 | 150,753 | 18.8% |
| Total Operating Revenues | $ 46,267,126 | $ 52,224,020 | $ 46,392,477 | $ 49,167,652 | $ 51,706,481 | $ 54,057,305 | $ 56,145,803 | $ 4,889,653 | 9.9% |
| *CAPITAL AND OTHER SOURCES:* | | | | | | | | | |
| Capital Grants (*) | 11,793,988 | 8,089,775 | 15,665,398 | 28,955,978 | 29,010,428 | 17,803,481 | 10,461,470 | (11,152,497) | -38.5% |
| Other Misc Revenue | 1,488,079 | 2,887,904 | 338,300 | 679,690 | 692,984 | 419,120 | 231,800 | (260,570) | -38.3% |
| Subtotal Other Sources | $ 13,282,067 | $ 10,977,679 | $ 16,003,698 | $ 29,635,668 | $ 29,703,412 | $ 18,222,601 | $ 10,693,270 | $ (11,413,067) | -38.5% |
| SUBTOTAL REVENUES | $ 59,549,192 | $ 63,201,699 | $ 62,396,175 | $ 78,803,320 | $ 81,409,893 | $ 72,279,906 | $ 66,839,073 | $ (6,523,414) | -8.3% |
| INTERFUND TRANSACTIONS: | | | | | | | | | |
| Interfund Charges | 4,125,052 | 3,685,801 | 3,845,566 | 4,481,504 | 4,549,585 | 4,973,531 | 4,825,349 | 492,027 | 11.0% |
| Interfund Transfers | 17,220,498 | 16,288,521 | 11,633,374 | 14,268,141 | 14,312,625 | 20,986,385 | 16,722,606 | 6,718,245 | 47.1% |
| Total Rev/Other Sources | $ 80,894,742 | $ 83,176,022 | $ 77,875,115 | $ 97,552,965 | $ 100,272,103 | $ 98,239,822 | $ 88,387,028 | $ 686,858 | 0.7% |
| **TOTAL SOURCES** | **$ 142,820,597** | **$ 139,302,391** | **$ 95,256,169** | **$ 163,343,015** | **$ 166,629,653** | **$ 136,510,907** | **$ 109,279,779** | **$ (26,832,108)** | **-16.4%** |
| *OPERATING EXPENDITURE:* | | | | | | | | | |
| City Council | 271,346 | 281,354 | 281,590 | 287,316 | 305,314 | 365,466 | 370,247 | 78,150 | 27.2% |
| City Manager | 546,644 | 716,067 | 502,157 | 753,147 | 750,811 | 1,042,493 | 1,144,048 | 289,346 | 38.4% |
| Municipal Court | 1,388,714 | 969,612 | 1,458,884 | 1,149,743 | 1,151,009 | 1,347,637 | 1,446,661 | 197,895 | 17.2% |
| Economic Development | 322,036 | 640,276 | 268,622 | 401,270 | 397,385 | 382,681 | 394,026 | (18,590) | -4.6% |
| Management Services | 1,866,577 | 1,674,185 | 1,660,771 | 1,673,864 | 1,799,620 | 1,917,828 | 2,001,828 | 243,964 | 14.6% |
| Law | 1,183,480 | 954,949 | 1,328,846 | 1,082,767 | 1,083,576 | 1,343,187 | 1,459,817 | 260,420 | 24.1% |
| Community Development | 2,993,988 | 2,932,215 | 3,125,492 | 3,144,064 | 3,156,084 | 3,336,461 | 3,495,665 | 192,397 | 6.1% |
| Public Safety | 16,727,900 | 16,819,155 | 17,430,271 | 17,927,585 | 18,081,952 | 20,565,411 | 21,850,954 | 2,637,826 | 14.7% |
| Parks & Recreation | 4,411,795 | 4,353,435 | 4,559,230 | 4,531,828 | 4,416,284 | 6,060,978 | 6,423,477 | 1,529,149 | 33.7% |
| Public Works | 5,789,287 | 5,720,197 | 6,394,637 | 6,544,173 | 6,463,859 | 7,052,058 | 7,319,930 | 507,885 | 7.8% |
| Debt Service (Regular) | 4,877,139 | 4,653,014 | 3,864,039 | 3,893,408 | 3,893,408 | 3,714,567 | 1,780,494 | (178,841) | -4.6% |
| Total Oper. Expenditure | $ 40,378,905 | $ 39,714,458 | $ 40,874,539 | $ 41,389,165 | $ 41,499,301 | $ 47,128,767 | $ 47,687,147 | $ 5,739,602 | 13.9% |
| *OTHER USES:* | | | | | | | | | |
| Oper Grants/1-time Projects | 3,772,269 | 3,085,893 | 1,913,174 | 4,343,860 | 4,996,927 | 2,767,786 | 1,460,903 | (1,576,074) | -36.3% |
| Debt Svc (Bond Call) | 820,000 | - | - | - | - | 5,800,000 | - | 5,800,000 | n/a |
| Capital Improvements (*) | 21,267,732 | 10,579,858 | 22,900,012 | 71,666,302 | 63,730,895 | 33,925,894 | 20,127,894 | (37,740,408) | -52.7% |
| Contingency | - | - | - | 907,747 | - | 1,014,266 | - | 106,519 | 11.7% |
| Total Other Uses | $ 25,860,001 | $ 13,665,751 | $ 24,813,186 | $ 76,917,909 | $ 68,727,822 | $ 43,507,946 | $ 21,588,797 | $ (33,409,963) | -43.4% |
| SUBTOTAL EXPENDITURES | $ 66,238,907 | $ 53,380,210 | $ 65,687,725 | $ 118,307,074 | $ 110,227,123 | $ 90,636,713 | $ 69,275,944 | $ (27,670,360) | -23.4% |
| Interfund Services | 3,234,821 | 3,276,110 | 3,102,751 | 3,812,620 | 3,818,820 | 3,995,057 | 4,070,383 | 182,437 | 4.8% |
| Interfund Transfer | 17,220,498 | 16,288,521 | 11,633,373 | 14,268,140 | 14,312,625 | 20,986,385 | 16,722,606 | 6,718,245 | 47.1% |
| Total Expenditure and Interfund | $ 86,694,226 | $ 72,944,841 | $ 80,423,849 | $ 136,387,834 | $ 128,358,569 | $ 115,618,156 | $ 90,068,933 | $ (20,769,679) | -15.2% |
| **Changes in Fund Balance** | $ (5,799,484) | $ 10,231,181 | $ (2,548,734) | $ (38,834,870) | $ (28,086,466) | $ (17,378,333) | $ (1,681,905) | $ (20,769,679) | 53.5% |
| *ENDING FUND BALANCE:* | $ 56,126,371 | $ 66,357,551 | $ 14,832,320 | $ 26,955,181 | $ 38,271,084 | $ 20,892,751 | $ 19,210,846 | $ (6,062,430) | -22.5% |
| **TOTAL USES** | **$ 142,820,597** | **$ 139,302,391** | **$ 95,256,169** | **$ 163,343,015** | **$ 166,629,653** | **$ 136,510,907** | **$ 109,279,779** | **$ (26,832,108)** | **-16.4%** |

Notes:

(*) Capital grants and capital improvements in 2006 Adjusted Budget includes carry forward of prior year projects whereas 2007/2008 proposed includes only projected 07/08 expenditures.

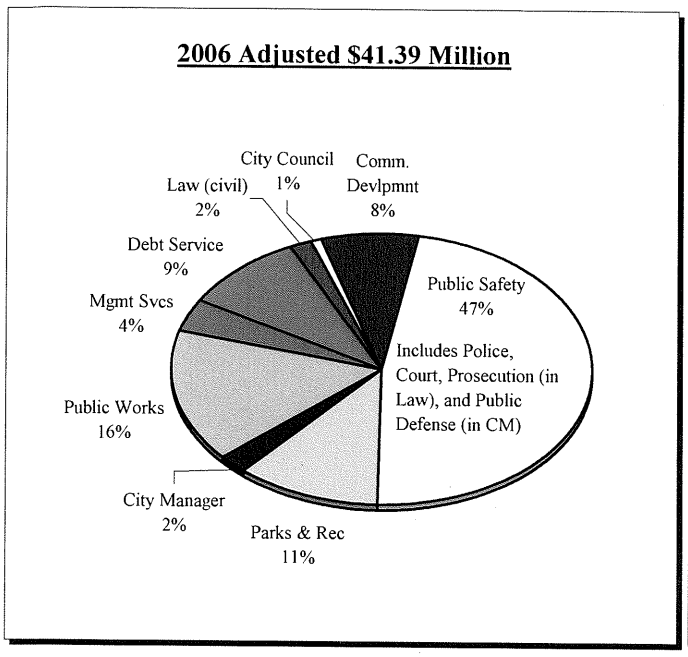
# SOURCES OF FUNDING - ALL FUNDS

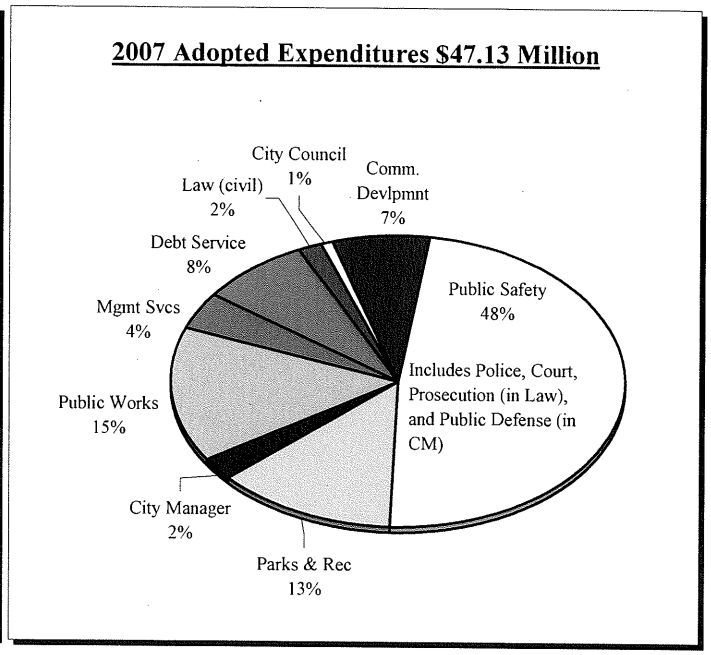



| Sources of Funding All Funds | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-End | 2007 Adopted | 2008 Adopted | 07 Adopt -06 Adj $ Chg | 07 Adopt -06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|
| Property Taxes | $ 8,121,088 | $ 8,442,168 | $ 8,443,000 | $ 8,692,174 | $ 8,692,174 | $ 8,865,097 | $ 8,992,267 | $ 172,923 | 2.0% |
| Sales Tax | 10,546,218 | 11,305,537 | 11,010,000 | 11,120,000 | 12,120,000 | 11,782,071 | 12,194,443 | 662,071 | 6.0% |
| Criminal Justice Sales Tax | 1,648,046 | 1,817,981 | 1,757,000 | 1,877,000 | 1,945,240 | 2,042,502 | 2,171,762 | 165,502 | 8.8% |
| Utility Taxes | 7,557,724 | 8,326,951 | 7,636,498 | 8,407,499 | 8,574,300 | 10,851,287 | 11,745,069 | 2,443,788 | 29.1% |
| Real Estate Excise Tax | 3,078,898 | 4,695,984 | 1,900,000 | 3,150,000 | 3,900,000 | 2,800,000 | 2,800,000 | (350,000) | -11.1% |
| Other taxes | 1,605,454 | 1,661,208 | 1,417,500 | 1,567,500 | 1,402,026 | 1,384,126 | 1,389,379 | (183,374) | -11.7% |
| Licenses & Permits | 1,934,421 | 3,021,780 | 1,780,517 | 1,979,017 | 2,846,283 | 2,446,476 | 2,512,686 | 467,459 | 23.6% |
| Intergovernmental | 2,785,247 | 2,904,717 | 3,014,953 | 3,154,953 | 3,120,111 | 3,165,814 | 3,167,049 | 10,861 | 0.3% |
| Charges for Services | 7,047,098 | 7,964,836 | 7,403,029 | 7,440,529 | 7,287,522 | 8,848,663 | 9,297,930 | 1,408,135 | 18.9% |
| Fines & Forfeits | 1,242,027 | 875,986 | 1,318,000 | 976,000 | 896,000 | 917,535 | 918,825 | (58,465) | -6.0% |
| Miscellaneous Revenue | 700,904 | 1,206,872 | 711,981 | 802,981 | 922,826 | 953,734 | 956,393 | 150,753 | 18.8% |
| Subtotal Operating Rev (1) | $ 46,267,126 | $ 52,224,020 | $ 46,392,477 | $ 49,167,652 | $ 51,706,481 | $ 54,057,305 | $ 56,145,803 | $ 4,889,653 | 9.9% |
| *Capital and other Sources:* | | | | | | | | | |
| Capital Grants (*) | 11,793,988 | 8,089,775 | 15,665,398 | 28,955,978 | 29,010,428 | 17,803,481 | 10,461,470 | (11,152,497) | -38.5% |
| Other Misc Revenue | 1,488,079 | 2,887,904 | 338,300 | 679,690 | 692,984 | 419,120 | 231,800 | (260,570) | -38.3% |
| Subtotal Other Sources | $ 13,282,067 | $ 10,977,679 | $ 16,003,698 | $ 29,635,668 | $ 29,703,412 | $ 18,222,601 | $ 10,693,270 | $ (11,413,067) | -38.5% |
| Total Revenue | $ 59,549,192 | $ 63,201,699 | $ 62,396,175 | $ 78,803,320 | $ 81,409,893 | $ 72,279,906 | $ 66,839,073 | $ (6,523,414) | -8.3% |
| Interfund Charges | 4,125,052 | 3,685,801 | 3,845,566 | 4,481,504 | 4,549,585 | 4,973,531 | 4,825,349 | 492,027 | 11.0% |
| Interfund Transfers | 17,220,498 | 16,288,521 | 11,633,374 | 14,268,141 | 14,312,625 | 20,986,385 | 16,722,606 | 6,718,245 | 47.1% |
| Total Rev& InterFund Tran | $ 80,894,742 | $ 83,176,022 | $ 77,875,115 | $ 97,552,965 | $ 100,272,103 | $ 98,239,822 | $ 88,387,028 | $ 686,858 | 0.7% |
| Beginning Fund Balance | 61,925,855 | 56,126,370 | 17,381,054 | 65,790,051 | 66,357,550 | 38,271,084 | 20,892,751 | (27,518,966) | -41.8% |
| Total Sources | $ 142,820,597 | $ 139,302,391 | $ 95,256,169 | $ 163,343,015 | $ 166,629,653 | $ 136,510,907 | $ 109,279,779 | $ (26,832,108) | -16.4% |

# USES OF FUNDING - ALL FUNDS




| Uses of Funding All Funds | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-End | 2007 Adopted | 2008 Adopted | 07 Adopt -06 Adj $ Chg | 07 Adopt -06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|
| City Council | $ 271,346 | $ 281,354 | $ 281,590 | $ 287,316 | $ 305,314 | $ 365,466 | $ 370,247 | $ 78,150 | 27.2% |
| City Manager | 868,680 | 1,356,343 | 770,780 | 1,154,418 | 1,148,197 | 1,425,174 | 1,538,074 | 270,757 | 23.5% |
| Municipal Court | 1,388,714 | 969,612 | 1,458,884 | 1,149,743 | 1,151,009 | 1,347,637 | 1,446,661 | 197,895 | 17.2% |
| Management Services | 1,866,577 | 1,674,185 | 1,660,771 | 1,673,864 | 1,799,620 | 1,917,828 | 2,001,828 | 243,964 | 14.6% |
| Law | 1,183,480 | 954,949 | 1,328,846 | 1,082,767 | 1,083,576 | 1,343,187 | 1,459,817 | 260,420 | 24.1% |
| Community Development | 2,993,988 | 2,932,215 | 3,125,492 | 3,144,064 | 3,156,084 | 3,336,461 | 3,495,665 | 192,397 | 6.1% |
| Police | 16,727,900 | 16,819,155 | 17,430,271 | 17,927,585 | 18,081,952 | 20,565,411 | 21,850,954 | 2,637,826 | 14.7% |
| Parks & Recreation | 4,411,795 | 4,353,435 | 4,559,230 | 4,531,828 | 4,416,284 | 6,060,978 | 6,423,477 | 1,529,149 | 33.7% |
| Public Works | 5,789,287 | 5,720,197 | 6,394,637 | 6,544,173 | 6,463,859 | 7,052,058 | 7,319,930 | 507,885 | 7.8% |
| Debt Service | 4,877,139 | 4,653,014 | 3,864,039 | 3,893,408 | 3,893,408 | 3,714,567 | 1,780,494 | (178,841) | -4.6% |
| Subtotal Ongoing Uses (1) | $ 40,378,905 | $ 39,714,458 | $ 40,874,539 | $ 41,389,165 | $ 41,499,301 | $ 47,128,767 | $ 47,687,147 | $ 5,739,602 | 13.9% |
| *Capital and other Uses* | | | | | | | | | |
| Oprting Grants/1-time Projs. (2 | 3,772,269 | 3,085,893 | 1,913,174 | 4,343,860 | 4,996,927 | 2,767,786 | 1,460,903 | (1,576,074) | -36.3% |
| Debt Service (Bond Call) | 820,000 | - | - | - | - | 5,800,000 | - | 5,800,000 | n/a |
| Capital Improvements (3) | 21,267,732 | 10,579,858 | 22,900,012 | 71,666,302 | 63,730,895 | 33,925,894 | 20,127,894 | (37,740,408) | -52.7% |
| Contingency | - | - | - | 907,747 | - | 1,014,266 | - | 106,519 | 11.7% |
| Subtotal Expenditures | $ 66,238,907 | $ 53,380,210 | $ 65,687,725 | $ 118,307,074 | $ 110,227,123 | $ 90,636,713 | $ 69,275,944 | $ (27,670,360) | -23.4% |
| Interfund Services | 3,234,821 | 3,276,110 | 3,102,751 | 3,812,620 | 3,818,820 | 3,995,057 | 4,070,383 | 182,437 | 4.8% |
| Interfund Transfers | 17,220,498 | 16,288,521 | 11,633,373 | 14,268,140 | 14,312,625 | 20,986,385 | 16,722,606 | 6,718,245 | 47.1% |
| TOTAL APPROPRIATIONS | $ 86,694,226 | $ 72,944,841 | $ 80,423,849 | $ 136,387,834 | $ 128,358,569 | $ 115,618,156 | $ 90,068,933 | $ (20,769,679) | -15.2% |
| Ending Fund Balance | 56,126,371 | 66,357,551 | 14,832,320 | 26,955,181 | 38,271,084 | 20,892,751 | 19,210,846 | (6,062,430) | -22.5% |
| Total Uses | $ 142,820,597 | $ 139,302,391 | $ 95,256,169 | $ 163,343,015 | $ 166,629,653 | $ 136,510,907 | $ 109,279,779 | $ (26,832,108) | -16.4% |

## 2007 ADOPTED SOURCES AND USES BY FUND AND CATEGORY

| | General | Street | General & Street | Arterial Street | Utility Tax | Solid Waste | Lodging Tax | Community Center | CDBG | Paths & Trails |
|---|---|---|---|---|---|---|---|---|---|---|
| **Beginning Fund Balances** | $ 3,202,863 | $ 100,000 | $ 3,302,863 | $ (0) | $ 1,442,602 | $ 75,223 | $ 0 | $ - | $ - | $ 24,796 |
| **OPERATING REVENUE:** | | | | | | | | | | |
| **Taxes** | | | | | | | | | | |
| Property Tax | 8,865,097 | - | 8,865,097 | - | - | - | - | - | - | - |
| Sales Tax | 11,782,071 | - | 11,782,071 | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | 10,851,287 | - | - | - | - | - |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - | - | - |
| Criminal Justice Sales Tax | 2,042,502 | - | 2,042,502 | - | - | - | - | - | - | - |
| Gambling Tax | 1,200,000 | - | 1,200,000 | - | - | - | - | - | - | - |
| Other Taxes | 2,026 | - | 2,026 | - | - | - | 182,100 | - | - | - |
| **Subtotal Taxes** | $ 23,891,696 | $ - | $ 23,891,696 | $ - | $ 10,851,287 | $ - | $ 182,100 | $ - | $ - | $ - |
| **Intergovernmental** | | | | | | | | | | |
| Fuel Tax | - | 1,195,000 | 1,195,000 | 550,000 | - | - | - | - | - | 9,023 |
| Liquor ExciseTax/Profit | 965,000 | - | 965,000 | - | - | - | - | - | - | - |
| Criminal Justice - State Shared | 82,322 | - | 82,322 | - | - | - | - | - | - | - |
| Other | 14,469 | - | 14,469 | - | - | - | - | - | - | - |
| **Subtotal Intergovt** | $ 1,061,791 | $ 1,195,000 | $ 2,256,791 | $ 550,000 | $ - | $ - | $ - | $ - | $ - | $ 9,023 |
| Licenses & Permits | 1,377,018 | 225,719 | 1,602,737 | - | - | - | - | - | - | - |
| Franchise Fee | 843,739 | - | 843,739 | - | - | - | - | - | - | - |
| Fines & Forfeitures | 917,535 | - | 917,535 | - | - | - | - | - | - | - |
| Charges for Services | 2,161,410 | 250,000 | 2,411,410 | - | - | 242,850 | - | 1,281,937 | - | - |
| Interfund Svs Chg | 642,399 | - | 642,399 | - | - | - | - | - | - | - |
| Miscellaneous | 759,453 | 66,000 | 825,453 | 89,000 | - | - | - | - | - | 500 |
| **Total Oper Revenues** | **$ 31,655,041** | **$ 1,736,719** | **$ 33,391,760** | **$ 639,000** | **$ 10,851,287** | **$ 242,850** | **$ 182,100** | **$ 1,281,937** | **$ -** | **$ 9,523** |
| **OTHER SOURCES:** | | | | | | | | | | |
| Internal Service Charge | | | | | | | | | | |
| Risk Management | - | - | - | - | - | - | - | - | - | - |
| Information Systems | - | - | - | - | - | - | - | - | - | - |
| Mail & Duplication Svcs | - | - | - | - | - | - | - | - | - | - |
| Fleet & Equipment | - | - | - | - | - | - | - | - | - | - |
| Buildings & Furnishings | - | - | - | - | - | - | - | - | - | - |
| Grants | - | - | - | - | - | 138,000 | - | - | 549,481 | - |
| Operating Transfer | 4,366,774 | 376,366 | 4,743,140 | 1,400,000 | - | - | - | 696,728 | - | - |
| Interfund Transfer | 100,000 | 2,276,539 | 2,376,539 | - | - | - | - | - | - | - |
| Other Miscellaneous | (180) | - | (180) | - | 50,000 | - | - | - | - | - |
| **Total Other Sources** | **$ 4,466,594** | **$ 2,652,905** | **$ 7,119,499** | **$ 1,400,000** | **$ 50,000** | **$ 138,000** | **$ -** | **$ 696,728** | **$ 549,481** | **$ -** |
| **Revenue&Other Sources** | **$ 36,121,635** | **$ 4,389,624** | **$ 40,511,259** | **$ 2,039,000** | **$ 10,901,287** | **$ 380,850** | **$ 182,100** | **$ 1,978,665** | **$ 549,481** | **$ 9,523** |
| **TOTAL SOURCES** | **$ 39,324,498** | **$ 4,489,624** | **$ 43,814,123** | **$ 2,039,000** | **$ 12,343,889** | **$ 456,073** | **$ 182,100** | **$ 1,978,665** | **$ 549,481** | **$ 34,319** |
| **OPERATING EXPENDITURE:** | | | | | | | | | | |
| City Council | 365,466 | - | 365,466 | - | - | - | - | - | - | - |
| City Manager | 1,243,074 | - | 1,243,074 | - | - | - | 182,100 | - | - | - |
| Municipal Court | 1,347,637 | - | 1,347,637 | - | - | - | - | - | - | - |
| Management Services | 1,917,828 | - | 1,917,828 | - | - | - | - | - | - | - |
| Law | 1,343,187 | - | 1,343,187 | - | - | - | - | - | - | - |
| Community Development | 3,336,461 | - | 3,336,461 | - | - | - | - | - | - | - |
| Public Safety | 20,565,411 | - | 20,565,411 | - | - | - | - | - | - | - |
| Parks & Recreation | 3,656,091 | - | 3,656,091 | - | - | - | - | 1,681,288 | - | - |
| Public Works | - | 4,298,758 | 4,298,758 | - | - | 264,833 | - | - | - | - |
| Debt Service | - | - | - | - | - | - | - | - | - | - |
| **Total Operating Exp** | **$ 33,775,155** | **$ 4,298,758** | **$ 38,073,913** | **$ -** | **$ -** | **$ 264,833** | **$ 182,100** | **$ 1,681,288** | **$ -** | **$ -** |
| **OTHER USES:** | | | | | | | | | | |
| City Manager | 132,550 | - | 132,550 | - | - | - | - | - | - | - |
| Municipal Court | 6,868 | - | 6,868 | - | - | - | - | - | - | - |
| Management Services | 160,138 | - | 160,138 | - | - | - | - | - | - | - |
| Law | 18,389 | - | 18,389 | - | - | - | - | - | - | - |
| Community Development | 55,169 | - | 55,169 | - | - | - | - | - | 549,481 | - |
| Public Safety | 436,135 | - | 436,135 | - | - | - | - | - | - | - |
| Parks & Recreation | 152,620 | - | 152,620 | - | - | - | - | 58,276 | - | - |
| Public Works | - | 90,866 | 90,866 | - | - | 100,057 | - | - | - | - |
| Debt Service (Bond Call) | - | - | - | - | - | - | - | - | - | - |
| Transportation Capital | - | - | - | 2,023,894 | - | - | - | - | - | - |
| Parks Capital | - | - | - | - | - | - | - | - | - | - |
| Surface Water Mgmt Capital | - | - | - | - | - | - | - | - | - | - |
| Cash Mgmt/Admin Fees | - | - | - | - | 57,449 | - | - | - | - | - |
| Internal Services Operations: | | | | | | | | | | |
| Risk Management | - | - | - | - | - | - | - | - | - | - |
| Information Systems | - | - | - | - | - | - | - | - | - | - |
| Mail & Duplication Svcs | - | - | - | - | - | - | - | - | - | - |
| Fleet & Equipment | - | - | - | - | - | - | - | - | - | - |
| Buildings & Furnishings | - | - | - | - | - | - | - | - | - | - |
| Internal Svsc-Capital Outlay | - | - | - | - | - | - | - | - | - | - |
| Transfer to Capital/Bond | 1,030,000 | - | 1,030,000 | - | 3,300,000 | - | - | - | - | - |
| Operating Transfer | 2,276,539 | - | 2,276,539 | - | 7,745,295 | - | - | - | - | - |
| Contingency | 1,014,266 | - | 1,014,266 | - | - | - | - | - | - | - |
| **1-time & Capital Uses** | **$ 5,282,674** | **$ 90,866** | **$ 5,373,540** | **$ 2,023,894** | **$ 11,102,744** | **$ 100,057** | **$ -** | **$ 58,276** | **$ 549,481** | **$ -** |
| **Total Approp Budget** | **$ 39,057,829** | **$ 4,389,624** | **$ 43,447,453** | **$ 2,023,894** | **$ 11,102,744** | **$ 364,890** | **$ 182,100** | **$ 1,739,564** | **$ 549,481** | **$ -** |
| Ending Fund Balances | 266,669 | 100,000 | 366,670 | 15,106 | 1,241,145 | 91,183 | 0 | 239,101 | - | 34,319 |
| **TOTAL USES & FUND BAL** | **$ 39,324,498** | **$ 4,489,624** | **$ 43,814,123** | **$ 2,039,000** | **$ 12,343,889** | **$ 456,073** | **$ 182,100** | **$ 1,978,665** | **$ 549,481** | **$ 34,319** |

## 2007 ADOPTED SOURCES AND USES BY FUND AND CATEGORY

| Special Revenue | Debt Service | Surface Water Mgmt | Dumas Bay Centre | Enterprise Funds | Subtotal Oper Funds | Capital Projects | Internal Services | Total All Funds | |
|---|---|---|---|---|---|---|---|---|---|
| $ 1,542,621 | $ 4,652,708 | $ 1,080,033 | $ 51,025 | $ 1,131,058 | $ 10,629,250 | $ 17,664,613 | $ 9,977,221 | $ 38,271,084 | **Beginning Fund Balances** |
| | | | | | | | | | **OPERATING REVENUE:** |
| | | | | | | | | | **Taxes** |
| - | - | - | - | - | 8,865,097 | - | - | 8,865,097 | Property Tax |
| - | - | - | - | - | 11,782,071 | - | - | 11,782,071 | Sales Tax |
| 10,851,287 | - | - | - | - | 10,851,287 | - | - | 10,851,287 | Utility Tax |
| - | 2,800,000 | - | - | - | 2,800,000 | - | - | 2,800,000 | Real Estate Excise Tax |
| - | - | - | - | - | 2,042,502 | - | - | 2,042,502 | Criminal Justice Sales Tax |
| - | - | - | - | - | 1,200,000 | - | - | 1,200,000 | Gambling Tax |
| 182,100 | - | - | - | - | 184,126 | - | - | 184,126 | Other Taxes |
| $ 11,033,387 | $ 2,800,000 | $ - | $ - | $ - | $ 37,725,083 | $ - | $ - | $ 37,725,083 | Subtotal Taxes |
| | | | | | | | | | Intergovernmental |
| 559,023 | - | - | - | - | 1,754,023 | 350,000 | - | 2,104,023 | Fuel Tax |
| - | - | - | - | - | 965,000 | - | - | 965,000 | Liquor ExciseTax/Profit |
| - | - | - | - | - | 82,322 | - | - | 82,322 | Criminal Justice - State Shared |
| - | - | - | - | - | 14,469 | - | - | 14,469 | Other |
| $ 559,023 | $ - | $ - | $ - | $ - | $ 2,815,814 | $ 350,000 | $ - | $ 3,165,814 | Subtotal Intergovt |
| - | - | - | - | - | 1,602,737 | - | - | 1,602,737 | Licenses & Permits |
| - | - | - | - | - | 843,739 | - | - | 843,739 | Franchise Fee |
| - | - | - | - | - | 917,535 | - | - | 917,535 | Fines & Forfeitures |
| 1,524,787 | - | 3,710,104 | 559,963 | 4,270,067 | 8,206,264 | - | - | 8,206,264 | Charges for Services |
| - | - | - | - | - | 642,399 | - | - | 642,399 | Interfund Svs Chg |
| 89,500 | - | 11,470 | 27,311 | 38,781 | 953,734 | - | - | 953,734 | Miscellaneous |
| **$ 13,206,697** | **$ 2,800,000** | **$ 3,721,574** | **$ 587,274** | **$ 4,308,848** | **$ 53,707,305** | **$ 350,000** | **$ -** | **$ 54,057,305** | **Total Oper Revenues** |
| | | | | | | | | | **OTHER SOURCES:** |
| | | | | | | | | | Internal Service Charge |
| - | - | - | - | - | - | - | 656,367 | 656,367 | Risk Management |
| - | - | - | - | - | - | - | 2,045,830 | 2,045,830 | Information Systems |
| - | - | - | - | - | - | - | 188,840 | 188,840 | Mail & Duplication Svcs |
| - | - | - | - | - | - | - | 1,540,240 | 1,540,240 | Fleet & Equipment |
| - | - | - | - | - | - | - | 542,254 | 542,254 | Buildings & Furnishings |
| 687,481 | - | - | 1,000 | 1,000 | 688,481 | 17,115,000 | - | 17,803,481 | Grants |
| 2,096,728 | 6,047,483 | - | 125,495 | 125,495 | 13,012,846 | 5,597,000 | - | 18,609,846 | Operating Transfer |
| - | - | - | - | - | 2,376,539 | - | - | 2,376,539 | Interfund Transfer |
| 50,000 | 180,000 | - | - | - | 229,820 | 100,000 | 89,300 | 419,120 | Other Miscellaneous |
| **$ 2,834,209** | **$ 6,227,483** | **$ -** | **$ 126,495** | **$ 126,495** | **$ 16,307,687** | **$ 22,812,000** | **$ 5,062,831** | **$ 44,182,518** | **Total Other Sources** |
| **$ 16,040,906** | **$ 9,027,483** | **$ 3,721,574** | **$ 713,769** | **$ 4,435,343** | **$ 70,014,991** | **$ 23,162,000** | **$ 5,062,831** | **$ 98,239,822** | **Revenue&Other Sources** |
| **$ 17,583,527** | **$ 13,680,191** | **$ 4,801,607** | **$ 764,794** | **$ 5,566,401** | **$ 80,644,242** | **$ 40,826,613** | **$ 15,040,052** | **$ 136,510,907** | **TOTAL SOURCES** |
| | | | | | | | | | **OPERATING EXPENDITURE:** |
| - | - | - | - | - | 365,466 | - | - | 365,466 | City Council |
| 182,100 | - | - | - | - | 1,425,174 | - | - | 1,425,174 | City Manager |
| - | - | - | - | - | 1,347,637 | - | - | 1,347,637 | Municipal Court |
| - | - | - | - | - | 1,917,828 | - | - | 1,917,828 | Management Services |
| - | - | - | - | - | 1,343,187 | - | - | 1,343,187 | Law |
| - | - | - | - | - | 3,336,461 | - | - | 3,336,461 | Community Development |
| - | - | - | - | - | 20,565,411 | - | - | 20,565,411 | Public Safety |
| 1,681,288 | - | - | 723,599 | 723,599 | 6,060,978 | - | - | 6,060,978 | Parks & Recreation |
| 264,833 | - | 2,488,467 | - | 2,488,467 | 7,052,058 | - | - | 7,052,058 | Public Works |
| - | 3,512,470 | 202,097 | - | 202,097 | 3,714,567 | - | - | 3,714,567 | Debt Service |
| **$ 2,128,222** | **$ 3,512,470** | **$ 2,690,564** | **$ 723,599** | **$ 3,414,163** | **$ 47,128,767** | **$ -** | **$ -** | **$ 47,128,767** | **Total Operating Exp** |
| | | | | | | | | | **OTHER USES:** |
| - | - | - | - | - | 132,550 | 500,000 | - | 632,550 | City Manager |
| - | - | - | - | - | 6,868 | - | - | 6,868 | Municipal Court |
| - | - | - | - | - | 160,138 | - | - | 160,138 | Management Services |
| - | - | - | - | - | 18,389 | - | - | 18,389 | Law |
| 549,481 | - | - | - | - | 604,650 | - | - | 604,650 | Community Development |
| - | - | - | - | - | 436,135 | - | - | 436,135 | Public Safety |
| 58,276 | - | - | - | - | 210,896 | - | - | 210,896 | Parks & Recreation |
| 100,057 | - | - | - | - | 190,923 | - | - | 190,923 | Public Works |
| - | 5,800,000 | - | - | - | 5,800,000 | - | - | 5,800,000 | Debt Service (Bond Call) |
| 2,023,894 | - | - | - | - | 2,023,894 | 24,124,000 | - | 26,147,894 | Transportation Capital |
| - | - | - | - | - | - | 4,673,000 | - | 4,673,000 | Parks Capital |
| - | - | - | - | - | - | 2,605,000 | - | 2,605,000 | Surface Water Mgmt Capital |
| 57,449 | 53,068 | 320,289 | - | 320,289 | 430,806 | - | - | 430,806 | Cash Mgmt/Admin Fees |
| | | | | | | | | | Internal Services Operations: |
| - | - | - | - | - | - | - | 656,367 | 656,367 | Risk Management |
| - | - | - | - | - | - | - | 1,647,628 | 1,647,628 | Information Systems |
| - | - | - | - | - | - | - | 138,061 | 138,061 | Mail & Duplication Svcs |
| - | - | - | - | - | - | - | 691,246 | 691,246 | Fleet & Equipment |
| - | - | - | - | - | - | - | 430,950 | 430,950 | Buildings & Furnishings |
| - | - | - | - | - | - | - | 1,007,237 | 1,007,237 | Internal Svsc-Capital Outlay |
| 3,300,000 | - | 951,000 | - | 951,000 | 5,281,000 | 2,933,805 | 3,746 | 8,218,551 | Transfer to Capital/Bond |
| 7,745,295 | 2,746,000 | - | - | - | 12,767,834 | - | - | 12,767,834 | Operating Transfer |
| - | - | - | - | - | 1,014,266 | - | - | 1,014,266 | Contingency |
| **$ 13,834,452** | **$ 8,599,068** | **$ 1,271,289** | **$ -** | **$ 1,271,289** | **$ 29,078,349** | **$ 34,835,805** | **$ 4,575,234** | **$ 68,489,389** | **1-time & Capital Uses** |
| **$ 15,962,674** | **$ 12,111,538** | **$ 3,961,853** | **$ 723,599** | **$ 4,685,452** | **$ 76,207,116** | **$ 34,835,805** | **$ 4,575,234** | **$ 115,618,156** | **Total Approp Budget** |
| 1,620,853 | 1,568,653 | 839,754 | 41,195 | 880,949 | 4,437,125 | 5,990,808 | 10,464,818 | 20,892,751 | Ending Fund Balances |
| **$ 17,583,527** | **$ 13,680,191** | **$ 4,801,607** | **$ 764,794** | **$ 5,566,401** | **$ 80,644,242** | **$ 40,826,613** | **$ 15,040,052** | **$ 136,510,907** | **TOTAL USES & FUND BAL** |

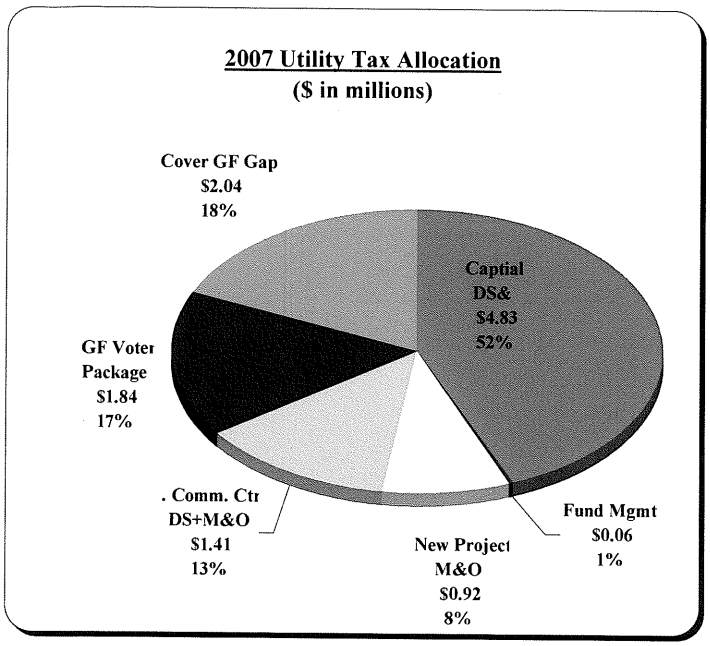
## 2008 ADOPTED SOURCES AND USES BY FUND AND CATEGORY

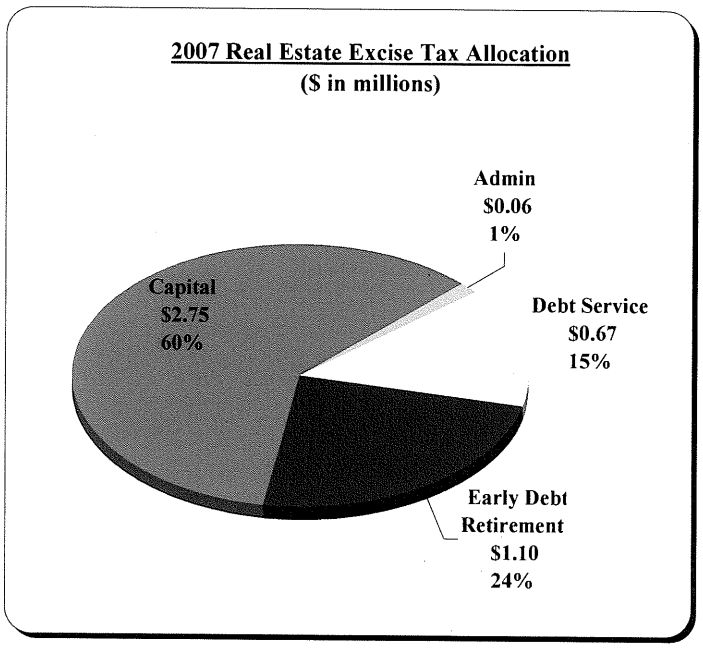
| | General | Street | General & Street | Arterial Street | Utility Tax | Solid Waste | Lodging Tax | Community Center | CDBG | Paths & Trails |
|---|---|---|---|---|---|---|---|---|---|---|
| **Beginning Fund Balances** | $ 266,669 | $ 100,000 | $ 366,670 | $ 15,106 | $ 1,241,145 | $ 91,183 | $ 0 | $ 239,101 | $ - | $ 34,319 |
| **OPERATING REVENUE:** | | | | | | | | | | |
| **Taxes** | | | | | | | | | | |
| Property Tax | 8,992,267 | - | 8,992,267 | - | - | - | - | - | - | - |
| Sales Tax | 12,194,443 | - | 12,194,443 | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | 11,745,069 | - | - | - | - | - |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - | - | - |
| Criminal Justice Sales Tax | 2,171,762 | - | 2,171,762 | - | - | - | - | - | - | - |
| Gambling Tax | 1,200,000 | - | 1,200,000 | - | - | - | - | - | - | - |
| Other Taxes | 2,026 | - | 2,026 | - | - | - | 187,353 | - | - | - |
| **Subtotal Taxes** | $ 24,560,498 | $ - | $ 24,560,498 | $ - | $ 11,745,069 | $ - | $ 187,353 | $ - | $ - | $ - |
| **Intergovernmental** | | | | | | | | | | |
| Fuel Tax | - | 1,195,000 | 1,195,000 | 550,000 | - | - | - | - | - | 9,023 |
| Liquor ExciseTax/Profit | 965,000 | - | 965,000 | - | - | - | - | - | - | - |
| Criminal Justice - State Shared | 83,557 | - | 83,557 | - | - | - | - | - | - | - |
| Other | 14,469 | - | 14,469 | - | - | - | - | - | - | - |
| **Subtotal Intergovt** | $ 1,063,026 | $ 1,195,000 | $ 2,258,026 | $ 550,000 | $ - | $ - | $ - | $ - | $ - | $ 9,023 |
| Licenses & Permits | 1,406,018 | 233,399 | 1,639,417 | - | - | - | - | - | - | - |
| Franchise Fee | 873,269 | - | 873,269 | - | - | - | - | - | - | - |
| Fines & Forfeitures | 918,825 | - | 918,825 | - | - | - | - | - | - | - |
| Charges for Services | 2,131,461 | 250,000 | 2,381,461 | - | - | 242,850 | - | 1,663,407 | - | - |
| Interfund Svs Chg | 675,695 | - | 675,695 | - | - | - | - | - | - | - |
| Miscellaneous | 762,112 | 66,000 | 828,112 | 89,000 | - | - | - | - | - | 500 |
| **Total Oper Revenues** | **$ 32,390,904** | **$ 1,744,399** | **$ 34,135,303** | **$ 639,000** | **$ 11,745,069** | **$ 242,850** | **$ 187,353** | **$ 1,663,407** | **$ -** | **$ 9,523** |
| **OTHER SOURCES:** | | | | | | | | | | |
| Internal Service Charge | | | | | | | | | | |
| Risk Management | - | - | - | - | - | - | - | - | - | - |
| Information Systems | - | - | - | - | - | - | - | - | - | - |
| Mail & Duplication Svcs | - | - | - | - | - | - | - | - | - | - |
| Fleet & Equipment | - | - | - | - | - | - | - | - | - | - |
| Buildings & Furnishings | - | - | - | - | - | - | - | - | - | - |
| Grants | - | - | - | - | - | 138,000 | - | - | 555,470 | - |
| Operating Transfer | 5,583,946 | 437,606 | 6,021,552 | 1,400,000 | - | - | - | 528,348 | - | - |
| Interfund Transfer | 70,000 | 2,295,813 | 2,365,813 | - | - | - | - | - | - | - |
| Other Miscellaneous | 2,500 | - | 2,500 | - | 50,000 | - | - | - | - | - |
| **Total Other Sources** | **$ 5,656,446** | **$ 2,733,419** | **$ 8,389,865** | **$ 1,400,000** | **$ 50,000** | **$ 138,000** | **$ -** | **$ 528,348** | **$ 555,470** | **$ -** |
| **Revenue&Other Sources** | **$ 38,047,350** | **$ 4,477,818** | **$ 42,525,168** | **$ 2,039,000** | **$ 11,795,069** | **$ 380,850** | **$ 187,353** | **$ 2,191,755** | **$ 555,470** | **$ 9,523** |
| **TOTAL SOURCES** | **$ 38,314,019** | **$ 4,577,819** | **$ 42,891,838** | **$ 2,054,106** | **$ 13,036,214** | **$ 472,033** | **$ 187,353** | **$ 2,430,856** | **$ 555,470** | **$ 43,842** |
| **OPERATING EXPENDITURE:** | | | | | | | | | | |
| City Council | 370,247 | - | 370,247 | - | - | - | - | - | - | - |
| City Manager | 1,350,721 | - | 1,350,721 | - | - | - | 187,353 | - | - | - |
| Municipal Court | 1,446,661 | - | 1,446,661 | - | - | - | - | - | - | - |
| Management Services | 2,001,828 | - | 2,001,828 | - | - | - | - | - | - | - |
| Law | 1,459,817 | - | 1,459,817 | - | - | - | - | - | - | - |
| Community Development | 3,495,665 | - | 3,495,665 | - | - | - | - | - | - | - |
| Public Safety | 21,850,954 | - | 21,850,954 | - | - | - | - | - | - | - |
| Parks & Recreation | 3,780,364 | - | 3,780,364 | - | - | - | - | 1,901,761 | - | - |
| Public Works | - | 4,474,113 | 4,474,113 | - | - | 269,804 | - | - | - | - |
| Debt Service | - | - | - | - | - | - | - | - | - | - |
| **Total Operating Exp** | **$ 35,756,257** | **$ 4,474,113** | **$ 40,230,370** | **$ -** | **$ -** | **$ 269,804** | **$ 187,353** | **$ 1,901,761** | **$ -** | **$ -** |
| **OTHER USES:** | | | | | | | | | | |
| City Council | - | - | - | - | - | - | - | - | - | - |
| City Manager | 35,826 | - | 35,826 | - | - | - | - | - | - | - |
| Municipal Court | 2,813 | - | 2,813 | - | - | - | - | - | - | - |
| Management Services | 36,093 | - | 36,093 | - | - | - | - | - | - | - |
| Law | 1,647 | - | 1,647 | - | - | - | - | - | - | - |
| Community Development | 43,524 | - | 43,524 | - | - | - | - | - | 555,470 | - |
| Public Safety | 26,730 | - | 26,730 | - | - | - | - | - | - | - |
| Parks & Recreation | 31,672 | - | 31,672 | - | - | - | - | - | - | - |
| Public Works | - | 3,705 | 3,705 | - | - | 100,256 | - | - | - | - |
| Debt Service (Bond Call) | - | - | - | - | - | - | - | - | - | - |
| Transportation Capital | - | - | - | 2,023,894 | - | - | - | - | - | - |
| Parks Capital | - | - | - | - | - | - | - | - | - | - |
| Surface Water Mgmt Capital | - | - | - | - | - | - | - | - | - | - |
| Cash Mgmt/Admin Fees | - | - | - | - | 59,747 | - | - | - | - | - |
| Internal Services Operations: | | | | | | | | | | |
| Risk Management | - | - | - | - | - | - | - | - | - | - |
| Information Systems | - | - | - | - | - | - | - | - | - | - |
| Mail & Duplication Svcs | - | - | - | - | - | - | - | - | - | - |
| Fleet & Equipment | - | - | - | - | - | - | - | - | - | - |
| Buildings & Furnishings | - | - | - | - | - | - | - | - | - | - |
| Internal Svsc-Capital Outlay | - | - | - | - | - | - | - | - | - | - |
| Transfer to Capital/Bond | - | - | - | - | 3,300,000 | - | - | - | - | - |
| Operating Transfer | 2,295,813 | - | 2,295,813 | - | 8,022,793 | - | - | - | - | - |
| **1-time & Capital Uses** | **$ 2,474,118** | **$ 3,705** | **$ 2,477,823** | **$ 2,023,894** | **$ 11,382,540** | **$ 100,256** | **$ -** | **$ -** | **$ 555,470** | **$ -** |
| **Total Approp Budget** | **$ 38,230,375** | **$ 4,477,818** | **$ 42,708,193** | **$ 2,023,894** | **$ 11,382,540** | **$ 370,060** | **$ 187,353** | **$ 1,901,761** | **$ 555,470** | **$ -** |
| Ending Fund Balances | 83,645 | 100,000 | 183,645 | 30,212 | 1,653,674 | 101,973 | 0 | 529,095 | - | 43,842 |
| **TOTAL USES & FUND BAL** | **$ 38,314,019** | **$ 4,577,819** | **$ 42,891,838** | **$ 2,054,106** | **$ 13,036,214** | **$ 472,033** | **$ 187,353** | **$ 2,430,856** | **$ 555,470** | **$ 43,842** |

## 2008 ADOPTED SOURCES AND USES BY FUND AND CATEGORY

| Special Revenue | Debt Service | Surface Water Mgmt | Dumas Bay Centre | Enterprise Funds | Subtotal Oper Funds | Capital Projects | Internal Services | Total All Funds | |
|---|---|---|---|---|---|---|---|---|---|
| $ 1,620,853 | $ 1,568,653 | $ 839,754 | $ 41,195 | $ 880,949 | $ 4,437,125 | $ 5,990,808 | $ 10,464,818 | $ 20,892,751 | **Beginning Fund Balances** |
| | | | | | | | | | **OPERATING REVENUE:** |
| | | | | | | | | | **Taxes** |
| - | - | - | - | - | 8,992,267 | - | - | 8,992,267 | Property Tax |
| - | - | - | - | - | 12,194,443 | - | - | 12,194,443 | Sales Tax |
| 11,745,069 | - | - | - | - | 11,745,069 | - | - | 11,745,069 | Utility Tax |
| - | 2,800,000 | - | - | - | 2,800,000 | - | - | 2,800,000 | Real Estate Excise Tax |
| - | - | - | - | - | 2,171,762 | - | - | 2,171,762 | Criminal Justice Sales Tax |
| - | - | - | - | - | 1,200,000 | - | - | 1,200,000 | Gambling Tax |
| 187,353 | - | - | - | - | 189,379 | - | - | 189,379 | Other Taxes |
| $ 11,932,422 | $ 2,800,000 | $ - | $ - | $ - | $ 39,292,920 | $ - | $ - | $ 39,292,920 | Subtotal Taxes |
| | | | | | | | | | Intergovernmental |
| 559,023 | - | - | - | - | 1,754,023 | 350,000 | - | 2,104,023 | Fuel Tax |
| - | - | - | - | - | 965,000 | - | - | 965,000 | Liquor ExciseTax/Profit |
| - | - | - | - | - | 83,557 | - | - | 83,557 | Criminal Justice - State Shared |
| - | - | - | - | - | 14,469 | - | - | 14,469 | Other |
| $ 559,023 | $ - | $ - | $ - | $ - | $ 2,817,049 | $ 350,000 | $ - | $ 3,167,049 | Subtotal Intergovt |
| - | - | - | - | - | 1,639,417 | - | - | 1,639,417 | Licenses & Permits |
| - | - | - | - | - | 873,269 | - | - | 873,269 | Franchise Fee |
| - | - | - | - | - | 918,825 | - | - | 918,825 | Fines & Forfeitures |
| 1,906,257 | - | 3,763,162 | 571,355 | 4,334,517 | 8,622,235 | - | - | 8,622,235 | Charges for Services |
| - | - | - | - | - | 675,695 | - | - | 675,695 | Interfund Svs Chg |
| 89,500 | - | 11,470 | 27,311 | 38,781 | 956,393 | - | - | 956,393 | Miscellaneous |
| **$ 14,487,202** | **$ 2,800,000** | **$ 3,774,632** | **$ 598,666** | **$ 4,373,298** | **$ 55,795,803** | **$ 350,000** | **$ -** | **$ 56,145,803** | **Total Oper Revenues** |
| | | | | | | | | | **OTHER SOURCES:** |
| | | | | | | | | | Internal Service Charge |
| - | - | - | - | - | - | - | 663,356 | 663,356 | Risk Management |
| - | - | - | - | - | - | - | 2,045,358 | 2,045,358 | Information Systems |
| - | - | - | - | - | - | - | 191,945 | 191,945 | Mail & Duplication Svcs |
| - | - | - | - | - | - | - | 1,401,402 | 1,401,402 | Fleet & Equipment |
| - | - | - | - | - | - | - | 523,288 | 523,288 | Buildings & Furnishings |
| 693,470 | - | - | 1,000 | 1,000 | 694,470 | 9,767,000 | - | 10,461,470 | Grants |
| 1,928,348 | 1,343,633 | - | 129,260 | 129,260 | 9,422,793 | 4,934,000 | - | 14,356,793 | Operating Transfer |
| - | - | - | - | - | 2,365,813 | - | - | 2,365,813 | Interfund Transfer |
| 50,000 | 90,000 | - | - | - | 142,500 | - | 89,300 | 231,800 | Other Miscellaneous |
| **$ 2,671,818** | **$ 1,433,633** | **$ -** | **$ 130,260** | **$ 130,260** | **$ 12,625,576** | **$ 14,701,000** | **$ 4,914,649** | **$ 32,241,225** | **Total Other Sources** |
| **$ 17,159,020** | **$ 4,233,633** | **$ 3,774,632** | **$ 728,926** | **$ 4,503,558** | **$ 68,421,379** | **$ 15,051,000** | **$ 4,914,649** | **$ 88,387,028** | **Revenue&Other Sources** |
| **$ 18,779,874** | **$ 5,802,286** | **$ 4,614,386** | **$ 770,121** | **$ 5,384,507** | **$ 72,858,505** | **$ 21,041,808** | **$ 15,379,467** | **$ 109,279,779** | **TOTAL SOURCES** |
| | | | | | | | | | **OPERATING EXPENDITURE:** |
| - | - | - | - | - | 370,247 | - | - | 370,247 | City Council |
| 187,353 | - | - | - | - | 1,538,074 | - | - | 1,538,074 | City Manager |
| | - | - | - | | 1,446,661 | - | - | 1,446,661 | Municipal Court |
| - | - | - | - | - | 2,001,828 | - | - | 2,001,828 | Management Services |
| - | - | - | - | - | 1,459,817 | - | - | 1,459,817 | Law |
| - | - | - | - | - | 3,495,665 | - | - | 3,495,665 | Community Development |
| - | - | - | - | - | 21,850,954 | - | - | 21,850,954 | Public Safety |
| 1,901,761 | - | - | 741,353 | 741,353 | 6,423,477 | - | - | 6,423,477 | Parks & Recreation |
| 269,804 | - | 2,576,013 | - | 2,576,013 | 7,319,930 | - | - | 7,319,930 | Public Works |
| - | 1,579,062 | 201,432 | - | 201,432 | 1,780,494 | - | - | 1,780,494 | Debt Service |
| **$ 2,358,917** | **$ 1,579,062** | **$ 2,777,445** | **$ 741,353** | **$ 3,518,798** | **$ 47,687,147** | **$ -** | **$ -** | **$ 47,687,147** | **Total Operating Exp** |
| | | | | | | | | | **OTHER USES:** |
| - | - | - | - | - | - | - | - | - | City Council |
| - | - | - | - | - | 35,826 | 500,000 | - | 535,826 | City Manager |
| | - | - | - | | 2,813 | - | - | 2,813 | Municipal Court |
| - | - | - | - | - | 36,093 | - | - | 36,093 | Management Services |
| - | - | - | - | - | 1,647 | - | - | 1,647 | Law |
| 555,470 | - | - | - | - | 598,994 | - | - | 598,994 | Community Development |
| - | - | - | - | - | 26,730 | - | - | 26,730 | Public Safety |
| - | - | - | - | - | 31,672 | - | - | 31,672 | Parks & Recreation |
| 100,256 | - | - | - | - | 103,961 | - | - | 103,961 | Public Works |
| - | - | - | - | - | - | - | - | - | Debt Service (Bond Call) |
| 2,023,894 | - | - | - | - | 2,023,894 | 14,903,000 | - | 16,926,894 | Transportation Capital |
| - | - | - | - | - | - | 1,511,000 | - | 1,511,000 | Parks Capital |
| - | - | - | - | - | - | 1,190,000 | - | 1,190,000 | Surface Water Mgmt Capital |
| 59,747 | 53,068 | 339,286 | - | 339,286 | 452,101 | - | - | 452,101 | Cash Mgmt/Admin Fees |
| | | | | | | | | | Internal Services Operations: |
| - | - | - | - | - | - | - | 663,356 | 663,356 | Risk Management |
| - | - | - | - | - | - | - | 1,680,360 | 1,680,360 | Information Systems |
| - | - | - | - | - | - | - | 140,456 | 140,456 | Mail & Duplication Svcs |
| - | - | - | - | - | - | - | 700,616 | 700,616 | Fleet & Equipment |
| - | - | - | - | - | - | - | 433,494 | 433,494 | Buildings & Furnishings |
| - | - | - | - | - | - | - | 623,167 | 623,167 | Internal Svsc-Capital Outlay |
| 3,300,000 | - | 1,190,000 | - | 1,190,000 | 4,490,000 | 70,000 | - | 4,560,000 | Transfer to Capital/Bond |
| 8,022,793 | 1,844,000 | - | - | - | 12,162,606 | - | - | 12,162,606 | Operating Transfer |
| **$ 14,062,160** | **$ 1,897,068** | **$ 1,529,286** | **$ -** | **$ 1,529,286** | **$ 19,966,337** | **$ 18,174,000** | **$ 4,241,449** | **$ 42,381,786** | **1-time & Capital Uses** |
| **$ 16,421,078** | **$ 3,476,130** | **$ 4,306,731** | **$ 741,353** | **$ 5,048,084** | **$ 67,653,484** | **$ 18,174,000** | **$ 4,241,449** | **$ 90,068,933** | **Total Approp Budget** |
| 2,358,796 | 2,326,156 | 307,655 | 28,768 | 336,423 | 5,205,020 | 2,867,808 | 11,138,018 | 19,210,846 | Ending Fund Balances |
| **$ 18,779,874** | **$ 5,802,286** | **$ 4,614,386** | **$ 770,121** | **$ 5,384,507** | **$ 72,858,505** | **$ 21,041,808** | **$ 15,379,467** | **$ 109,279,779** | **TOTAL USES & FUND BAL** |

# UTILITY TAX AND REAL ESTATE EXCISE TAX ALLOCATION




| Utility Tax Allocation | 2007 | 2008 |
|---|---|---|
| Projected Revenue | $10,851,287 | $11,745,069 |
| | | |
| General Fund Gap | | |
| GF Operations Voter Package | 1,837,500 | 2,548,000 |
| GF Operations 2007 Gap | 1,238,728 | 1,761,946 |
| Public Safety 2005/06 Gap | 700,000 | 728,000 |
| Arts/Com Events/Cult Svcs 2005/06 | 106,000 | 108,000 |
| New Projects M&O | - | - |
| Camp Kilworth M&O | 106,000 | 110,000 |
| Celebration Pk M&O | 255,800 | 266,000 |
| New Street M&O | 376,366 | 437,606 |
| KFT Operations | 125,495 | 129,260 |
| New Parks M&O | 59,000 | 62,000 |
| Community Center | | |
| Community Center DS+M&O | 1,410,106 | 1,441,681 |
| Capital and Debt Services | | |
| Transportation CIP | 1,400,000 | 1,400,000 |
| Overlays | 1,400,000 | 1,400,000 |
| Debt Service 97 GO | 430,300 | 430,300 |
| City Center | 500,000 | 500,000 |
| Pay-off City Hall mortgage | 1,100,000 | - |
| Total Uses | $11,045,295 | $11,322,793 |
| | | |
| Projected Change in Fund Balance | $ (194,008) | $ 422,276 |

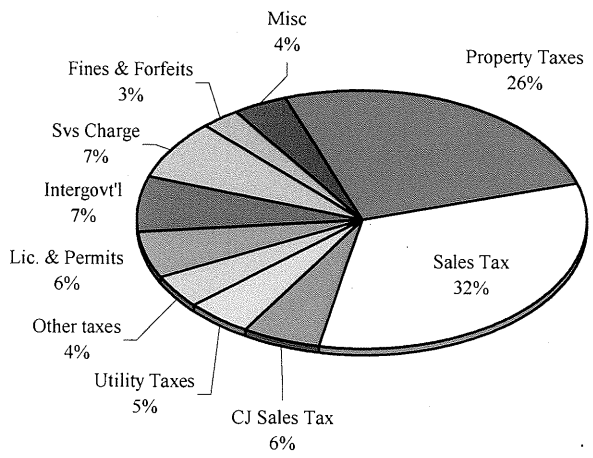
| REET Allocation | 2007 | 2008 |
|---|---|---|
| Projected Revenue | $ 2,800,000 | $ 2,800,000 |
| | | |
| Regular Debt Services | 669,157 | 225,429 |
| Early Debt Retirement | 1,100,000 | - |
| Transportation CIP | 1,100,000 | 1,500,000 |
| Park Capital | 1,046,000 | 344,000 |
| Parks CIP-Pending Grant | 600,000 | - |
| Administration | 63,068 | 63,068 |
| Total Uses | $ 4,578,225 | $ 2,132,497 |
| | | |
| Projected Change in Fund Balance | $ (1,778,225) | $ 667,503 |

# GENERAL AND STREET FUND CONSOLIDATED SUMMARY

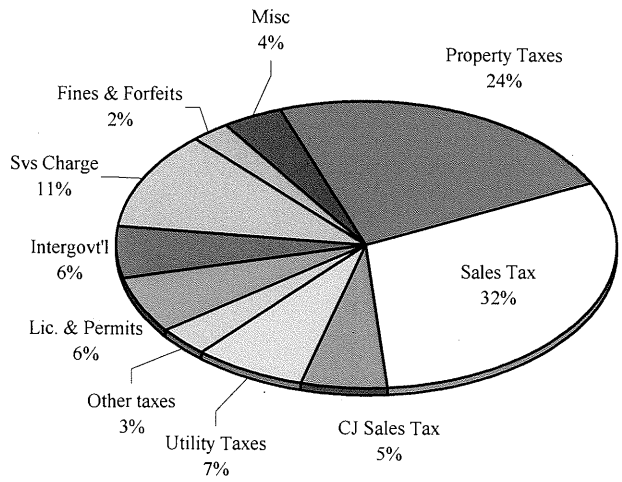
| ITEM | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-End | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|
| ***BEGINNING FUND BALANCE:*** | $ 8,109,616 | $ 2,945,040 | $ 769,429 | $ 4,728,232 | $ 4,728,226 | $ 3,302,863 | $ 366,670 | $ (1,425,369) | -30.1% |
| | | | | | | | | | |
| ***OPERATING REVENUE:*** | | | | | | | | | |
| Property Taxes | $ 8,121,088 | $ 8,442,168 | $ 8,443,000 | $ 8,692,174 | $ 8,692,174 | $ 8,865,097 | $ 8,992,267 | $ 172,923 | 2.0% |
| Sales Tax | 10,546,218 | 11,305,537 | 11,010,000 | 11,120,000 | 12,120,000 | 11,782,071 | 12,194,443 | 662,071 | 6.0% |
| CJ Sales Tax | 1,648,046 | 1,817,981 | 1,757,000 | 1,877,000 | 1,945,240 | 2,042,502 | 2,171,762 | 165,502 | 8.8% |
| Utility Taxes | 698,606 | 1,557,448 | 1,594,012 | 1,644,012 | 1,699,287 | 2,841,894 | 3,533,299 | 1,197,882 | 72.9% |
| Other taxes | 1,463,424 | 1,503,091 | 1,267,500 | 1,417,500 | 1,252,026 | 1,202,026 | 1,202,026 | (215,474) | -15.2% |
| Licenses & Permits | 1,934,421 | 3,021,780 | 1,780,517 | 1,979,017 | 2,846,283 | 2,446,476 | 2,512,686 | 467,459 | 23.6% |
| Intergovernmental | 2,231,610 | 2,248,446 | 2,397,000 | 2,287,000 | 2,252,194 | 2,256,791 | 2,258,026 | (30,209) | -1.3% |
| Charges for Services | 2,259,214 | 3,211,262 | 2,458,925 | 2,511,425 | 2,346,875 | 4,248,910 | 4,939,714 | 1,737,485 | 69.2% |
| Fines & Forfeits | 1,242,027 | 875,986 | 1,318,000 | 976,000 | 896,000 | 917,535 | 918,825 | (58,465) | -6.0% |
| Miscellaneous Revenue | 1,123,055 | 1,305,512 | 1,230,700 | 1,321,700 | 1,439,145 | 1,467,852 | 1,503,807 | 146,152 | 11.1% |
| Total Operating Revenues | $ 31,267,709 | $ 35,289,211 | $ 33,256,654 | $ 33,825,828 | $ 35,489,224 | $ 38,071,154 | $ 40,226,855 | $ 4,245,326 | 12.6% |
| ***OTHER SOURCES:*** | | | | | | | | | |
| Other Misc Revenue | 531,095 | 762,410 | 66,000 | 303,222 | 268,158 | 163,566 | 2,500 | (139,656) | -46.1% |
| Subtotal Other Srcs | $ 531,095 | $ 762,410 | $ 66,000 | $ 303,222 | $ 268,158 | $ 163,566 | $ 2,500 | $ (139,656) | -46.1% |
| Total Rev/Other Srcs | $ 31,798,804 | $ 36,051,621 | $ 33,322,654 | $ 34,129,050 | $ 35,757,382 | $ 38,234,720 | $ 40,229,355 | $ 4,105,670 | 12.0% |
| ***OPERATING EXPENDITURE:*** | | | | | | | | | |
| City Council | $ 271,346 | $ 281,354 | $ 281,590 | $ 287,316 | $ 305,314 | $ 365,466 | $ 370,247 | $ 78,150 | 27.2% |
| City Manager | 546,644 | 716,067 | 502,157 | 753,147 | 750,811 | 1,042,493 | 1,144,048 | 289,346 | 38.4% |
| Municipal Court | 1,388,714 | 969,612 | 1,458,884 | 1,149,743 | 1,151,009 | 1,347,637 | 1,446,661 | 197,895 | 17.2% |
| Economic Development | 135,412 | 130,684 | 118,622 | 118,643 | 114,758 | 200,581 | 206,673 | 81,937 | 69.1% |
| Management Services | 1,866,577 | 1,674,185 | 1,660,771 | 1,673,864 | 1,799,620 | 1,917,828 | 2,001,828 | 243,964 | 14.6% |
| Law | 1,183,480 | 954,949 | 1,328,846 | 1,082,767 | 1,083,576 | 1,343,187 | 1,459,817 | 260,420 | 24.1% |
| Community Development | 2,993,988 | 2,932,215 | 3,125,492 | 3,144,064 | 3,156,084 | 3,336,461 | 3,495,665 | 192,397 | 6.1% |
| Public Safety | 16,727,900 | 16,819,155 | 17,430,271 | 17,927,585 | 18,081,952 | 20,565,411 | 21,850,954 | 2,637,826 | 14.7% |
| Parks & Recreation | 3,725,026 | 3,706,195 | 3,824,112 | 3,795,480 | 3,761,548 | 3,656,091 | 3,780,364 | (139,389) | -3.7% |
| Public Works | 3,507,432 | 3,427,486 | 3,792,010 | 3,938,462 | 3,878,712 | 4,298,758 | 4,474,113 | 360,296 | 9.1% |
| Citywide & Unallocated IS Charges | - | - | (230,055) | - | - | - | - | - | n/a |
| Total Oper. Expenditure | $ 32,346,518 | $ 31,611,902 | $ 33,292,698 | $ 33,871,069 | $ 34,083,383 | $ 38,073,913 | $ 40,230,370 | $ 4,202,843 | 12.4% |
| ***OTHER USES:*** | | | | | | | | | |
| Other Uses, Incl 1-time items | 1,640,496 | 1,636,503 | 389,388 | 2,467,396 | 3,099,363 | 1,052,735 | 182,010 | (1,414,661) | -57.3% |
| Transfer to Capital | 2,976,367 | 1,020,028 | 0 | 0 | (1) | 1,030,000 | (0) | 1,029,999 | na |
| Contingency | - | - | - | 907,747 | - | 1,014,266 | - | 106,519 | 11.7% |
| Total Other Uses | $ 4,616,863 | $ 2,656,532 | $ 389,388 | $ 3,375,143 | $ 3,099,362 | $ 3,097,001 | $ 182,010 | $ (278,143) | -8.2% |
| Total Expenditure and Other Uses | $ 36,963,381 | $ 34,268,434 | $ 33,682,087 | $ 37,246,213 | $ 37,182,745 | $ 41,170,913 | $ 40,412,380 | $ 3,924,700 | 10.5% |
| **Changes in Fund Balance** | $ (5,164,576) | $ 1,783,187 | $ (359,433) | $ (3,117,163) | $ (1,425,363) | $ (2,936,193) | $ (183,025) | $ 3,924,700 | -125.9% |
| ***ENDING FUND BALANCE:*** | $ 2,945,040 | $ 4,728,226 | $ 409,996 | $ 1,611,069 | $ 3,302,863 | $ 366,670 | $ 183,645 | $ (1,244,399) | -77.2% |

# GENERAL AND STREET FUND CONSOLIDATED SOURCES

**2006 Estimated Revenues $33.8 Million**



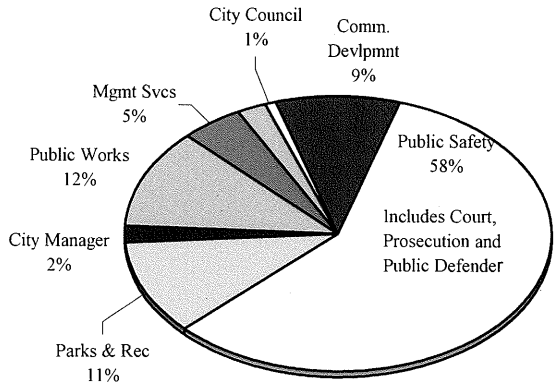

**2007 General/Street Fund Revenue $38.1 Million**



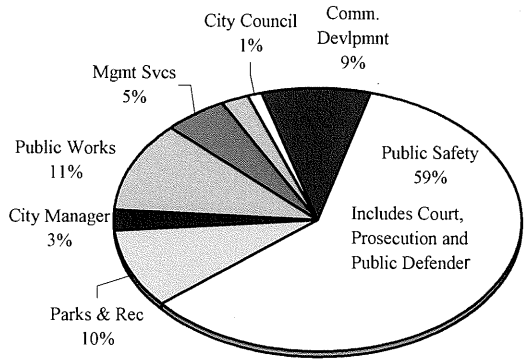

| Sources of Funding All Funds | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-End | 2007 Adopted | 2008 Adopted | 07 Adopt -06 Adj $ Chg | 07 Adopt -06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|
| Property Taxes | $ 8,121,088 | $ 8,442,168 | $ 8,443,000 | $ 8,692,174 | $ 8,692,174 | $ 8,865,097 | $ 8,992,267 | $ 172,923 | 2.0% |
| Sales Tax | 10,546,218 | 11,305,537 | 11,010,000 | 11,120,000 | 12,120,000 | 11,782,071 | 12,194,443 | 662,071 | 6.0% |
| CJ Sales Tax | 1,648,046 | 1,817,981 | 1,757,000 | 1,877,000 | 1,945,240 | 2,042,502 | 2,171,762 | 165,502 | 8.8% |
| Utility Taxes | 698,606 | 1,557,448 | 1,594,012 | 1,644,012 | 1,699,287 | 2,841,894 | 3,533,299 | 1,197,882 | 72.9% |
| Other taxes | 1,463,424 | 1,503,091 | 1,267,500 | 1,417,500 | 1,252,026 | 1,202,026 | 1,202,026 | (215,474) | -15.2% |
| Licenses & Permits | 1,934,421 | 3,021,780 | 1,780,517 | 1,979,017 | 2,846,283 | 2,446,476 | 2,512,686 | 467,459 | 23.6% |
| Intergovernmental | 2,231,610 | 2,248,446 | 2,397,000 | 2,287,000 | 2,252,194 | 2,256,791 | 2,258,026 | (30,209) | -1.3% |
| Charges for Services | 2,259,214 | 3,211,262 | 2,458,925 | 2,511,425 | 2,346,875 | 4,248,910 | 4,939,714 | 1,737,485 | 69.2% |
| Fines & Forfeits | 1,242,027 | 875,986 | 1,318,000 | 976,000 | 896,000 | 917,535 | 918,825 | (58,465) | -6.0% |
| Miscellaneous Revenue | 1,123,055 | 1,305,512 | 1,230,700 | 1,321,700 | 1,439,145 | 1,467,852 | 1,503,807 | 146,152 | 11.1% |
| Subtotal Operating Rev (1) | $ 31,267,709 | $ 35,289,211 | $ 33,256,654 | $ 33,825,828 | $ 35,489,224 | $ 38,071,154 | $ 40,226,855 | $ 4,245,326 | 12.6% |
| *Capital and other Sources:* | | | | | | | | | |
| Other Financing Sources (1) | 531,095 | 762,410 | 66,000 | 303,222 | 268,158 | 163,566 | 2,500 | (139,656) | -46.1% |
| Subtotal Other Sources | $ 531,095 | $ 762,410 | $ 66,000 | $ 303,222 | $ 268,158 | $ 163,566 | $ 2,500 | $ (139,656) | -46.1% |
| Total Revenue | $ 31,798,804 | $ 36,051,621 | $ 33,322,654 | $ 34,129,050 | $ 35,757,382 | $ 38,234,720 | $ 40,229,355 | $ 6,228,436 | 18.2% |
| Beginning Fund Balance | 8,109,616 | 2,945,040 | 769,429 | 4,728,232 | 4,728,226 | 3,302,863 | 366,670 | (1,425,369) | -30.1% |
| Total Sources | $ 39,908,420 | $ 38,996,660 | $ 34,092,083 | $ 38,857,282 | $ 40,485,608 | $ 41,537,583 | $ 40,596,025 | $ 2,680,301 | 6.9% |

# GENERAL AND STREET FUND CONSOLIDATED USES

**2006 Adjusted $33.87 Million**




**2007 Adopted Expenditures $38.07 Million**




| Uses of Funding All Funds | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-End | 2007 Adopted | 2008 Adopted | 07 Adopt -06 Adj $ Chg | 07 Adopt -06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|
| City Council | $ 271,346 | $ 281,354 | $ 281,590 | $ 287,316 | $ 305,314 | $ 365,466 | $ 370,247 | $ 78,150 | 27.2% |
| City Manager | 682,055 | 846,751 | 620,780 | 871,791 | 865,570 | 1,243,074 | 1,350,721 | 371,284 | 42.6% |
| Municipal Court | 1,388,714 | 969,612 | 1,458,884 | 1,149,743 | 1,151,009 | 1,347,637 | 1,446,661 | 197,895 | 17.2% |
| Management Services | 1,866,577 | 1,674,185 | 1,660,771 | 1,673,864 | 1,799,620 | 1,917,828 | 2,001,828 | 243,964 | 14.6% |
| Law | 1,183,480 | 954,949 | 1,328,846 | 1,082,767 | 1,083,576 | 1,343,187 | 1,459,817 | 260,420 | 24.1% |
| Community Development | 2,993,988 | 2,932,215 | 3,125,492 | 3,144,064 | 3,156,084 | 3,336,461 | 3,495,665 | 192,397 | 6.1% |
| Public Safety | 16,727,900 | 16,819,155 | 17,430,271 | 17,927,585 | 18,081,952 | 20,565,411 | 21,850,954 | 2,637,826 | 14.7% |
| Parks & Recreation | 3,725,026 | 3,706,195 | 3,824,112 | 3,795,480 | 3,761,548 | 3,656,091 | 3,780,364 | (139,389) | -3.7% |
| Public Works | 3,507,432 | 3,427,486 | 3,792,010 | 3,938,462 | 3,878,712 | 4,298,758 | 4,474,113 | 360,296 | 9.1% |
| Subtotal Ongoing Uses (1) | $ 32,346,518 | $ 31,611,902 | $ 33,292,698 | $ 33,871,069 | $ 34,083,383 | $ 38,073,913 | $ 40,230,370 | $ 4,202,843 | 12.4% |
| *Capital and other Uses* | | | | | | | | | |
| Operating Grants/1-time Projs. | 1,640,496 | 1,636,503 | 389,388 | 2,467,396 | 3,099,363 | 1,052,735 | 182,010 | (1,414,661) | -57.3% |
| Debt Service (Bond Call) | - | - | - | - | - | 1,000,000 | - | 1,000,000 | n/a |
| Capital Improvements (3) | 2,976,367 | 1,020,028 | 0 | 0 | (1) | 30,000 | (0) | 29,999 | n/a |
| Contingency | - | - | - | 907,747 | - | 1,014,266 | - | 106,519 | 11.7% |
| Subtotal Expenditures | $ 36,963,381 | $ 34,268,434 | $ 33,682,087 | $ 37,246,213 | $ 37,182,745 | $ 41,170,913 | $ 40,412,380 | $ 3,924,700 | 10.5% |
| Ending Fund Balance | 2,945,040 | 4,728,226 | 409,996 | 1,611,069 | 3,302,863 | 366,670 | 183,645 | (1,244,399) | -77.2% |
| Total Uses | $ 39,908,420 | $ 38,996,660 | $ 34,092,083 | $ 38,857,282 | $ 40,485,608 | $ 41,537,583 | $ 40,596,025 | $ 2,680,301 | 6.9% |

# CITY-WIDE POSITION INVENTORY

| Department / Division | 2004 Actual | 2005 Actual | 2006 Adopt | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Restored/Converted 07 Adopt - 06 Adj # Chg | Restored/Converted 07 Adopt - 06 Adj % Chg | Proposition 1 07 Adopt - 06 Adj # Chg | Proposition 1 07 Adopt - 06 Adj % Chg | Other Cut/Add 07 Adopt - 06 Adj # Chg | Other Cut/Add 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| *City Manager* | | | | | | | | | | | | | |
| Administration | 5.0 | 4.0 | 4.0 | 4.0 | 4.0 | 4.0 | 4.0 | - | 0.0% | - | 0.0% | - | 0.0% |
| Economic Development | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.5 | 1.5 | 0.5 | 50.0% | - | 0.0% | - | 0.0% |
| ***Subtotal City Manager*** | **6.0** | **5.0** | **5.0** | **5.0** | **5.0** | **5.5** | **5.5** | **0.5** | **10.0%** | **-** | **0.0%** | **-** | **0.0%** |
| ***Subtotal Municipal Court*** | **12.6** | **12.6** | **12.6** | **12.6** | **12.6** | **14.0** | **14.0** | **-** | **0.0%** | **1.5** | **12.0%** | **(0.1)** | **-0.4%** |
| *Management Services* | | | | | | | | | | | | | |
| Administration | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | - | 0.0% | - | 0.0% | - | 0.0% |
| Finance | 8.0 | 7.0 | 7.0 | 7.0 | 7.0 | 8.0 | 8.0 | 1.0 | 14.3% | - | 0.0% | - | 0.0% |
| City Clerk | 2.0 | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | - | 0.0% | - | 0.0% | - | 0.0% |
| Human Resources | 4.5 | 3.5 | 3.5 | 3.5 | 3.5 | 4.0 | 4.0 | - | 0.0% | 0.5 | 14.3% | - | 0.0% |
| Information Systems | 9.0 | 8.5 | 8.5 | 8.5 | 8.5 | 10.6 | 10.6 | 0.5 | 5.9% | 1.6 | 18.8% | - | 0.0% |
| ***Subtotal Management Services*** | **25.0** | **22.0** | **22.0** | **22.0** | **22.0** | **25.6** | **25.6** | **1.5** | **6.8%** | **2.1** | **9.5%** | **-** | **0.0%** |
| *Law* | | | | | | | | | | | | | |
| Civil Legal Services | 5.8 | 5.8 | 5.8 | 5.8 | 5.8 | 5.8 | 5.8 | - | 0.0% | 0.5 | 8.6% | (0.5) | -8.6% |
| Criminal Prosecution Services | 4.8 | 4.8 | 4.8 | 4.8 | 4.8 | 7.2 | 7.2 | - | 0.0% | 1.5 | 31.1% | 0.9 | 18.1% |
| ***Subtotal Law*** | **10.6** | **10.6** | **10.6** | **10.6** | **10.6** | **13.0** | **13.0** | **-** | **0.0%** | **2.0** | **18.8%** | **0.4** | **3.5%** |
| *Community Development* | | | | | | | | | | | | | |
| Administration | 4.5 | 4.5 | 4.5 | 4.5 | 4.5 | 4.5 | 4.5 | - | 0.0% | - | 0.0% | - | 0.0% |
| Planning | 8.8 | 8.8 | 8.8 | 8.8 | 8.8 | 8.8 | 8.8 | - | 0.0% | - | 0.0% | - | 0.0% |
| Building | 12.3 | 12.3 | 12.3 | 12.3 | 12.3 | 13.3 | 13.3 | - | 0.0% | 1.0 | 8.2% | - | 0.0% |
| Human Services | 3.0 | 2.5 | 2.5 | 2.5 | 2.5 | 3.0 | 3.0 | 0.5 | 20.0% | - | 0.0% | - | 0.0% |
| Neighborhood Development | 1.0 | 0.7 | 0.7 | 0.7 | 0.7 | 1.0 | 1.0 | 0.3 | 42.9% | - | 0.0% | 0.0 | 0.0% |
| ***Subtotal Community Development*** | **29.5** | **28.7** | **28.7** | **28.7** | **28.7** | **30.5** | **30.5** | **0.8** | **2.8%** | **1.0** | **3.5%** | **0.0** | **0.0%** |
| *Police* | | | | | | | | | | | | | |
| Administration | 3.0 | 3.0 | 3.0 | 3.0 | 3.0 | 3.0 | 3.0 | - | 0.0% | - | 0.0% | - | 0.0% |
| Support Services | 54.0 | 53.0 | 53.0 | 55.0 | 55.0 | 61.0 | 61.0 | - | 0.0% | 1.0 | 1.8% | 5.0 | 9.1% |
| Field Operations | 98.0 | 96.0 | 96.0 | 97.0 | 97.0 | 105.0 | 105.0 | - | 0.0% | 13.0 | 13.4% | (5.0) | -5.2% |
| ***Subtotal Police*** | **155.0** | **152.0** | **152.0** | **155.0** | **155.0** | **169.0** | **169.0** | **-** | **0.0%** | **14.0** | **9.0%** | **-** | **0.0%** |
| *Park, Recreation & Cultural Svcs* | | | | | | | | | | | | | |
| Administration | 1.8 | 1.8 | 1.8 | 1.8 | 1.8 | 1.8 | 1.8 | - | 0.0% | - | 0.0% | - | 0.0% |
| Planning | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | - | 0.0% | - | 0.0% | - | 0.0% |
| Kenneth Jones Pool | 3.0 | 3.0 | 3.0 | 3.0 | 3.0 | - | - | - | 0.0% | - | 0.0% | (3.0) | -100.0% |
| General Recreation | 6.6 | 6.6 | 6.6 | 6.6 | 6.6 | 7.1 | 7.1 | - | 0.0% | - | 0.0% | 0.5 | 7.6% |
| Community Center | - | - | - | - | - | 12.4 | 12.4 | - | n/a | - | n/a | 12.4 | n/a |
| Dumas Bay Centre | 2.0 | 2.0 | 2.0 | 3.0 | 3.0 | 3.0 | 3.0 | - | 0.0% | - | 0.0% | - | 0.0% |
| Knutzen Family Theatre | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | - | 0.0% | - | 0.0% | - | 0.0% |
| Park Maintenance | 14.0 | 13.8 | 13.8 | 13.8 | 13.8 | 17.0 | 17.0 | 0.2 | 1.4% | 1.0 | 7.2% | 2.0 | 14.5% |
| Building | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | - | 0.0% | - | 0.0% | - | 0.0% |
| ***Subtotal PARCS*** | **30.4** | **30.2** | **30.2** | **31.2** | **31.2** | **44.3** | **44.3** | **0.2** | **0.6%** | **1.0** | **3.2%** | **11.9** | **38.0%** |
| *Public Works* | | | | | | | | | | | | | |
| Administration | 2.1 | 2.1 | 1.9 | 1.9 | 1.9 | 1.9 | 1.9 | - | 0.0% | - | 0.0% | - | 0.0% |
| Development Services | 5.8 | 5.8 | 6.5 | 6.5 | 6.5 | 6.5 | 6.5 | - | 0.0% | - | 0.0% | - | 0.0% |
| Traffic Services | 5.1 | 5.1 | 5.1 | 5.1 | 5.1 | 6.1 | 6.1 | - | 0.0% | - | 0.0% | 1.0 | 19.6% |
| Street Services | 11.7 | 11.7 | 11.0 | 11.0 | 11.0 | 11.0 | 11.0 | - | 0.0% | - | 0.0% | - | 0.0% |
| Emergency Management | - | - | - | 1.0 | 1.0 | 1.0 | 1.0 | - | 0.0% | - | n/a | - | 0.0% |
| Solid Waste/Recycling | 1.6 | 1.6 | 1.7 | 1.7 | 1.7 | 1.7 | 1.7 | - | 0.0% | - | 0.0% | - | 0.0% |
| Surface Water Management | 15.3 | 15.3 | 15.4 | 15.4 | 15.4 | 15.4 | 15.4 | - | 0.0% | - | 0.0% | - | 0.0% |
| ***Subtotal Public Works*** | **41.5** | **41.5** | **41.5** | **42.5** | **42.5** | **43.5** | **43.5** | **-** | **0.0%** | **-** | **0.0%** | **1.0** | **2.4%** |
| ***Total City Staffing*** | **310.6** | **302.6** | **302.6** | **307.6** | **307.6** | **345.4** | **345.4** | **3.0** | **1.0%** | **21.6** | **7.0%** | **13.2** | **4.3%** |

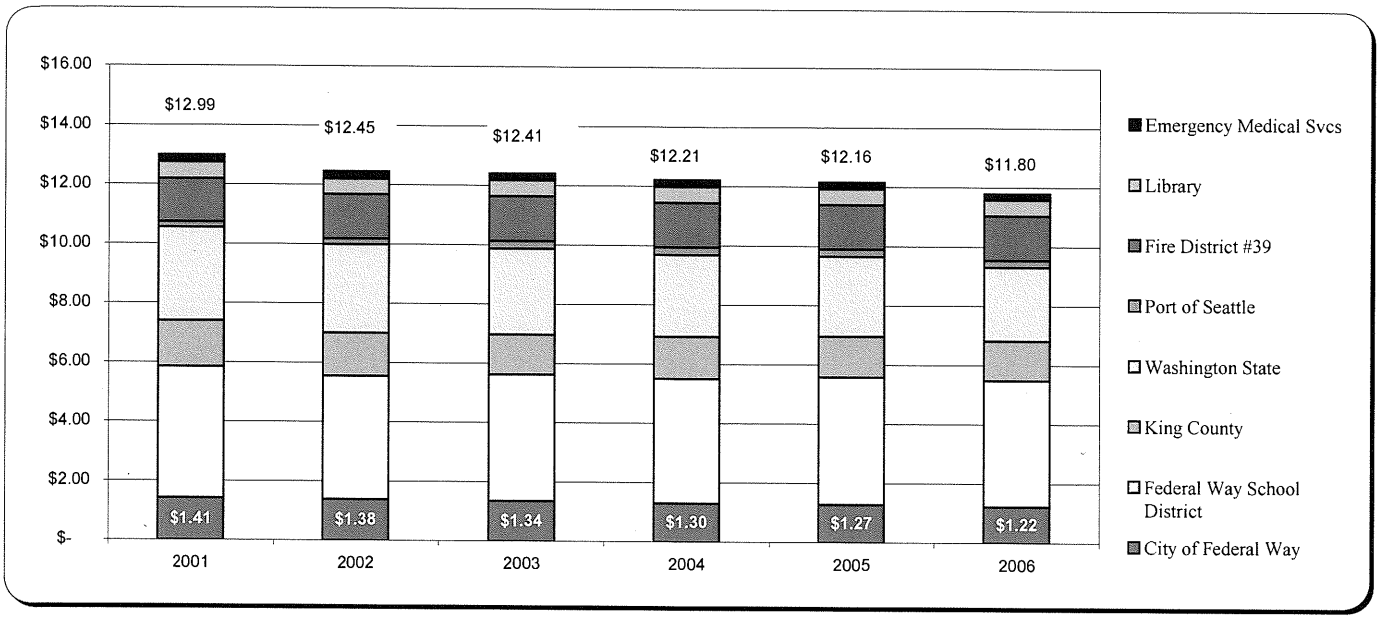
## EXPENDITURE LINE-ITEM SUMMARY - ALL FUNDS

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt -06 Adj $ Chg | 07 Adopt -06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| *Expenditure Summary:* | | | | | | | | | | |
| 110 | Salaries & Wages | $ 17,508,436 | $ 17,087,498 | $ 18,413,030 | $ 18,625,835 | $ 18,625,235 | $ 21,221,883 | $ 22,418,018 | $ 2,596,048 | 13.9% |
| 111/1 | Temporary Help | 747,103 | 815,322 | 591,164 | 591,164 | 568,235 | 1,006,681 | 1,078,575 | 415,517 | 70.3% |
| 120 | Overtime | 701,992 | 662,183 | 508,454 | 485,760 | 482,610 | 504,928 | 542,755 | 19,168 | 3.9% |
| 200 | Benefits | 4,537,532 | 4,793,409 | 5,549,698 | 5,652,022 | 5,652,022 | 6,445,498 | 7,036,516 | 793,476 | 14.0% |
| 310 | Supplies | 357,936 | 376,260 | 310,130 | 315,489 | 386,586 | 466,773 | 474,031 | 151,284 | 48.0% |
| 36X | Mtc Supplies | 60,295 | 60,992 | 87,945 | 87,945 | 83,595 | 90,695 | 90,695 | 2,750 | 3.1% |
| 3XX | Other Opr Supplies | 199,710 | 221,790 | 167,829 | 167,885 | 185,504 | 253,982 | 257,682 | 86,097 | 51.3% |
| 410 | Professional Srvs | 2,014,080 | 1,817,428 | 2,045,512 | 1,792,831 | 1,600,117 | 1,920,884 | 2,013,699 | 128,053 | 7.1% |
| 43X | Travel & Training | 227,583 | 253,186 | 197,232 | 197,232 | 204,512 | 271,369 | 282,416 | 74,137 | 37.6% |
| 47/42X | Util & Comm | 694,971 | 704,946 | 818,534 | 809,422 | 803,598 | 976,497 | 1,002,176 | 167,075 | 20.6% |
| 48X | Repairs & Mtc | 688,641 | 703,057 | 779,389 | 824,763 | 778,213 | 1,079,513 | 1,129,508 | 254,750 | 30.9% |
| 497 | Association Dues | 111,708 | 74,306 | 65,397 | 65,397 | 74,874 | 146,037 | 146,381 | 80,640 | 123.3% |
| 4XX | Other Misc Exp | 472,512 | 392,963 | 300,715 | 308,716 | 305,226 | 360,886 | 369,127 | 52,170 | 16.9% |
| 51/3X | Intgvtl Srvs/Taxes | 3,302,245 | 3,535,511 | 3,355,374 | 3,535,250 | 3,749,733 | 4,114,266 | 4,329,708 | 579,016 | 16.4% |
| 600 | Capital Outlays | 13,595 | 11,897 | 9,800 | 9,800 | 8,800 | 39,225 | 40,600 | 29,425 | 300.3% |
| 7/800 | Debt Svc Princ & Int | 4,867,837 | 4,604,731 | 3,864,039 | 3,864,039 | 3,864,039 | 3,714,224 | 1,778,992 | (149,815) | -3.9% |
| 914/22 | DP/GAC M&O | 764,918 | 755,308 | 878,752 | 905,252 | 901,203 | 1,095,542 | 1,169,578 | 190,290 | 21.0% |
| 918 | GIS M&O | 127,559 | 116,587 | 151,736 | 151,736 | 151,637 | 204,896 | 214,368 | 53,160 | 35.0% |
| 920 | Tel M&O | 186,562 | 164,178 | 196,170 | 201,170 | 199,297 | 211,453 | 218,370 | 10,283 | 5.1% |
| 950 | Bldg M&O | 332,267 | 430,818 | 373,458 | 473,458 | 473,457 | 429,749 | 432,297 | (43,709) | -9.2% |
| 954 | Fleet | 558,001 | 536,200 | 544,982 | 629,608 | 637,007 | 665,346 | 679,990 | 35,738 | 5.7% |
| 960 | Risk | 343,642 | 169,337 | 301,309 | 351,309 | 351,309 | 365,043 | 370,232 | 13,734 | 3.9% |
| 990 | Mail | 136,078 | 115,760 | 131,771 | 131,771 | 131,766 | 136,007 | 138,402 | 4,236 | 3.2% |
| 94X | Capital Contributions | 30,558 | 10,489 | 5,876 | - | - | - | - | - | n/a |
| 900 | Replacement Reserves | 1,185,108 | 1,089,593 | 1,014,852 | 999,920 | 1,069,336 | 1,188,044 | 1,247,807 | 188,124 | 18.8% |
| 900 | Interfund Svc Pmts | 208,038 | 210,709 | 211,390 | 211,390 | 211,390 | 219,346 | 225,222 | 7,956 | 3.8% |
| | **Total Oper Expend** | **$ 40,378,905** | **$ 39,714,458** | **$ 40,874,539** | **$ 41,389,165** | **$ 41,499,301** | **$ 47,128,767** | **$ 47,687,147** | **$ 5,739,602** | **13.9%** |
| *1-Time Expend* | | | | | | | | | | |
| 110 | Salaries & Wages | 720,279 | 744,316 | 673,013 | 864,787 | 1,203,249 | 893,130 | 947,740 | 28,343 | 3.3% |
| 111/1 | Temporary Help | 115,313 | 260,362 | 75,356 | 308,377 | 393,377 | 40,148 | 40,148 | (268,229) | -87.0% |
| 120 | Overtime | 7,041 | 10,656 | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 | - | 0.0% |
| 200 | Benefits | 215,894 | 220,837 | 391,042 | 406,809 | 508,347 | 450,104 | 483,224 | 43,295 | 10.6% |
| 31X | Supplies | 106,153 | 97,218 | 104,222 | 114,817 | 114,817 | 110,477 | 97,982 | (4,340) | -3.8% |
| 36X | Mtc Supplies | 581 | 3,880 | 2,560 | 6,060 | 6,060 | 2,660 | 2,560 | (3,400) | -56.1% |
| 3XX | Other Opr Supplies | 475,970 | 448,403 | 260,480 | 705,188 | 705,855 | 512,830 | 332,047 | (192,358) | -27.3% |
| 41X | Professional Srvs | 1,385,878 | 1,126,894 | 1,102,901 | 2,125,175 | 2,313,263 | 899,600 | 827,097 | (1,225,575) | -57.7% |
| 43X | Travel & Training | 35,141 | 20,606 | 19,472 | 19,472 | 19,472 | 20,542 | 20,672 | 1,070 | 5.5% |
| 47/42X | Util & Comm | 384,347 | 444,008 | 379,280 | 458,280 | 458,280 | 493,437 | 467,907 | 35,157 | 7.7% |
| 48X | Repairs & Mtc | 409,886 | 398,979 | 384,759 | 550,685 | 550,685 | 445,730 | 450,980 | (104,955) | -19.1% |
| 497 | Association Dues | 36,459 | 68,026 | 32,555 | 76,951 | 71,951 | 6,038 | 6,000 | (70,913) | -92.2% |
| 4XX | Other Misc Exp | 670,535 | 486,694 | 398,310 | 518,668 | 522,680 | 486,742 | 442,831 | (31,926) | -6.2% |
| 51/3X | Intergovt Svcs/Taxes | 121,666 | 124,674 | 83,935 | 182,524 | 182,524 | 192,185 | 96,935 | 9,661 | 5.3% |
| 552 | Interfund Contributions | 17,220,498 | 16,288,522 | 11,633,373 | 14,268,140 | 14,312,625 | 20,986,385 | 16,722,606 | 6,718,245 | 47.1% |
| 561 | Resid Equity Trsfr | 191,172 | 58,000 | - | - | - | - | - | - | n/a |
| 600 | Capital Outlays | 22,759,594 | 11,781,993 | 23,490,940 | 72,577,132 | 64,586,325 | 35,204,284 | 20,776,635 | (37,372,848) | -51.5% |
| 7/800 | Debt Svc Princ & Int | 820,000 | - | - | - | - | 5,800,000 | - | 5,800,000 | n/a |
| 900 | Interfund Svc Pmts | 638,913 | 646,316 | 515,614 | 906,358 | 908,258 | 929,332 | 664,925 | 22,974 | 2.5% |
| | **Total Other Uses** | **46,315,320** | **33,230,383** | **39,549,312** | **94,090,923** | **86,859,267** | **67,475,124** | **42,381,789** | **$ (26,615,799)** | **-28.3%** |
| CW | Contingency | - | - | - | 907,747 | - | 1,014,266 | - | 106,519 | 11.7% |
| | **Total Expenditures** | **$ 86,694,225** | **$ 72,944,840** | **$ 80,423,849** | **$ 136,387,834** | **$ 128,358,569** | **$ 115,618,156** | **$ 90,068,933** | **$ (20,769,678)** | **-15.2%** |

Highlight of changes:

* Salary increase due to COLA, addition of 21.6 proposition 1 positions, addition of 13.2 other positions, and restoration/conversion of 3 positions from temporary to regular position.
* Benefit increase due to rising cost of medical insurance premiums, state pension, and workers compensation.
* Temporary help increase due to new Community Center.
* Intergovernmental increase due to 5% increase in jail contract costs and Valley Communications assessment due to the addition of five new call receiver/dispatcher positions proposed for the Communications Center.

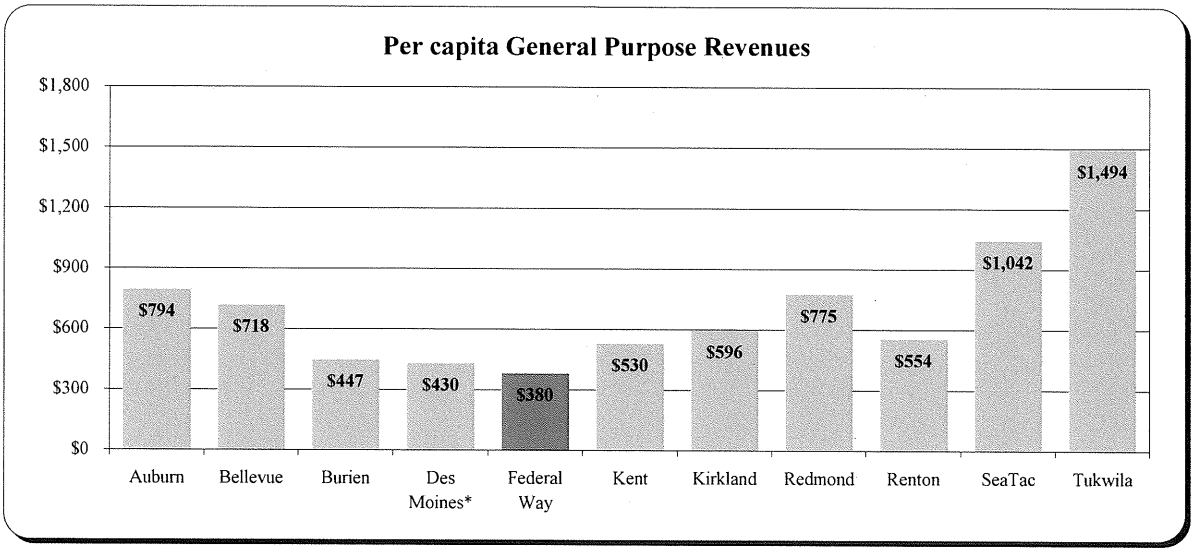
# PROPERTY TAX LEVY AND DEMOGRAPHIC INFORMATION




| Property Tax Levy | 2001 | 2002 | 2003 | 2004 | 2005 | 2006 | Change $ | Change % |
|---|---|---|---|---|---|---|---|---|
| ***City of Federal Way*** | ***$ 1.41*** | ***$ 1.38*** | ***$ 1.34*** | ***$ 1.30*** | ***$ 1.27*** | ***$ 1.22*** | **$ (0.05)** | **-4.2%** |
| Federal Way School District | 4.44 | 4.16 | 4.28 | 4.20 | 4.30 | 4.26 | (0.04) | -0.9% |
| King County | 1.55 | 1.45 | 1.35 | 1.43 | 1.38 | 1.33 | (0.05) | -3.7% |
| Washington State | 3.15 | 2.99 | 2.90 | 2.76 | 2.69 | 2.50 | (0.19) | -7.1% |
| Port of Seattle | 0.19 | 0.19 | 0.26 | 0.25 | 0.25 | 0.23 | (0.02) | -8.1% |
| Fire District #39 | 1.45 | 1.50 | 1.50 | 1.50 | 1.50 | 1.50 | - | 0.0% |
| Library | 0.56 | 0.53 | 0.54 | 0.54 | 0.53 | 0.53 | 0.00 | 0.8% |
| Emergency Medical Svcs | 0.25 | 0.25 | 0.24 | 0.24 | 0.23 | 0.22 | (0.01) | -4.3% |
| ***Total Levy Rate*** | **$ 12.99** | **$ 12.45** | **$ 12.41** | **$ 12.21** | **$ 12.16** | **$ 11.80** | (0.36) | **-3.0%** |
| Federal Way % to Total Levy | 10.85% | 11.09% | 10.82% | 10.61% | 10.48% | 10.35% | -0.13% | -1.2% |

| Demographic Information | 2001 | 2002 | 2003 | 2004 | 2005 | 2006 | Change $ | Change % |
|---|---|---|---|---|---|---|---|---|
| Assessed Valuation (in 000's) | $ 5,213,196 | $ 5,650,431 | $ 5,939,887 | $ 6,292,344 | $ 6,502,361 | $ 7,251,993 | $ 749,632 | 12% |
| AV from New Annexation (in 000's) | - | - | - | - | $ 244,447 | $ 272,628 | $ 28,181 | 12% |
| Average Homeowner Assessed Value | $ 179,000 | $ 193,000 | $ 206,000 | $ 217,900 | $ 228,700 | $ 248,200 | $ 19,500 | 9% |
| City Tax on an Average Home | $ 252 | $ 266 | $ 277 | $ 282 | $ 291 | $ 303 | $ 12 | 4% |
| Commercial Bldg Permit Value ($000) | $ 59,384 | $ 59,075 | $ 25,695 | $ 64,522 | $ 124,985 | $ 70,613 | $ (54,372) | -44% |
| Residential Bldg Permit Value ($000) | $ 7,914 | $ 38,176 | $ 37,775 | $ 82,658 | $ 111,504 | $ 78,193 | $ (33,311) | -30% |
| Retail Sales ($000) | $ 1,219,782 | $ 1,263,069 | $ 1,245,789 | $ 1,249,874 | $ 1,331,322 | $ 1,469,308 | $ 137,986 | 10% |
| Real Estate Sales ($000) | $ 399,507 | $ 503,495 | $ 576,069 | $ 618,056 | $ 940,510 | $ 987,888 | $ 47,378 | 5% |
| Land Area, Sq. Miles | 21.4 | 21.4 | 21.4 | 21.4 | 22.5 | 22.5 | - | 0% |
| Population | 83,890 | 83,850 | 83,500 | 83,590 | 85,800 | 86,530 | 730 | 1% |
| Add'l Population from Annexation | | | | | 2,730 | 2,757 | 27 | 1% |
| Employment | 43,210 | 42,430 | 42,600 | 43,300 | 42,000 | 42,708 | 708 | 2% |
| Business License | 4,138 | 4,202 | 4,120 | 4,176 | 4,236 | 4,174 | (62) | -1% |
| School Enrollment | 21,916 | 22,194 | 22,265 | 22,395 | 22,383 | 22,271 | (112) | -1% |
| CPI-W/Seattle, Midyear | 3.9% | 1.9% | 2.0% | 1.3% | 2.9% | 3.5% | 0.6% | 21% |
| IPD/Implicit Price Deflator | 2.3% | 1.2% | 1.0% | 2.4% | 2.5% | 3.4% | 0.9% | 35% |

## TAXES, FEES AND PER CAPITA REVENUE COMPARISON

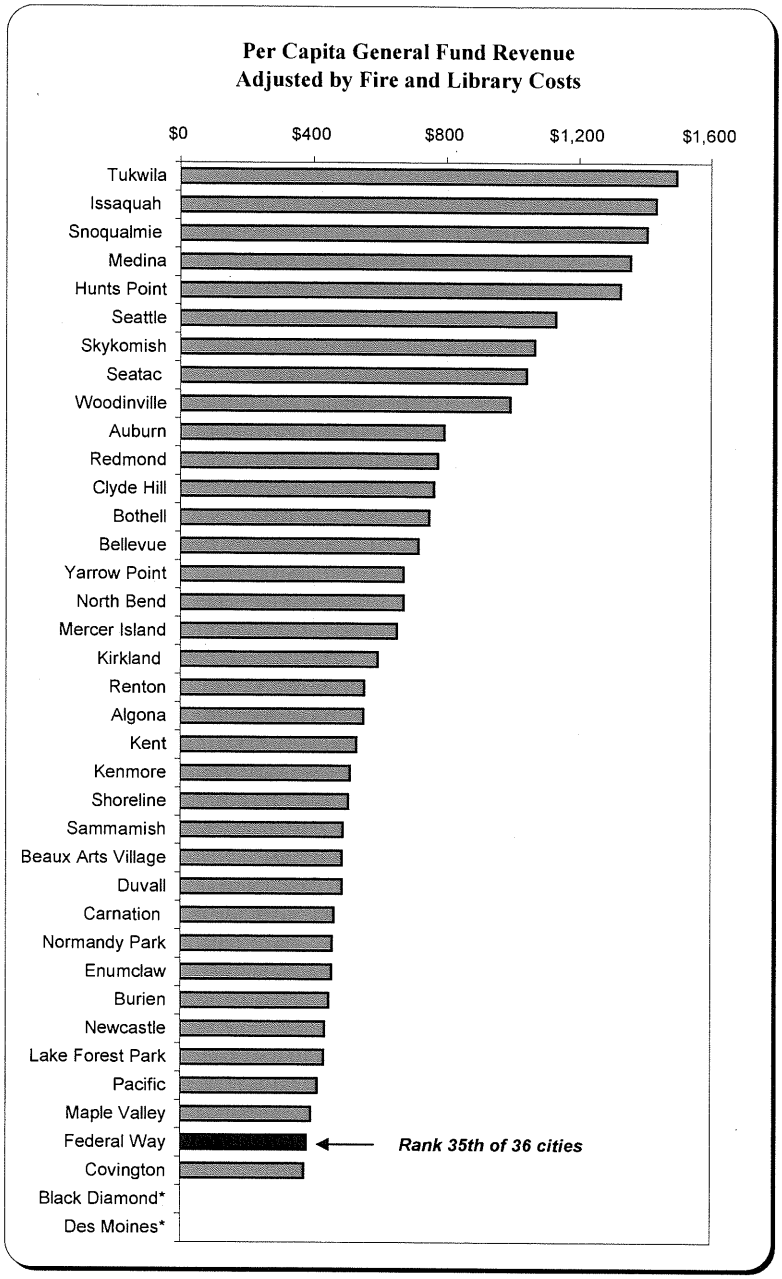



| Jurisdiction | Business License | 2005 Population | Admissions Tax | 2005 Property Tax Regular Levy | 2005 Per Capita Property Tax | Per Capita 2005 General Purpose Revenues [1] |
|---|---|---|---|---|---|---|
| Auburn | $50 | 47,470 | 5.0% | $2.88 | $281 | $794 |
| Bellevue | $28 | 115,500 | 3.0% | 1.16 | 222 | 718 |
| Burien | $30-150 | 31,040 | 5.0% | 1.47 | 137 | 447 |
| Des Moines* | $25-150 | 28,960 | 5.0% | 1.23 | 90 | 430 |
| Federal Way | $75 new/$50 renew | 85,800 | -- | 1.27 | 98 | 380 |
| Kent | $75 new/$50 renew | 84,920 | -- | 2.73 | 281 | 530 |
| Kirkland | $100 | 45,740 | 5.0% | 1.31 | 222 | 596 |
| Redmond | $83.25/employee | 47,600 | 5.0% | 1.32 | 247 | 775 |
| Renton | $55/employee | 56,840 | 5.0% | 3.15 | 357 | 554 |
| SeaTac | $35 | 25,140 | -- | 2.81 | 710 | 1,042 |
| Tukwila | $50-$200 | 17,110 | 5.0% | 3.12 | 613 | 1,494 |
| ***Average Tax Rates*** | ***$53*** | ***53,284*** | ***4.75%*** | ***$2.04*** | ***$296*** | ***$705*** |

1. Data from the State Auditor's Office - Local Government Financial Reporting System
*2005 revenue data were not available. Used 2004 data

## Per Capita General Fund Revenues for King County Cities

| Entity | Population | Per Capita GF REV w/o Fire & Lib[1] | Rank |
|---|---|---|---|
| Tukwila | 17,110 | 1,494 | 1 |
| Issaquah | 17,060 | 1,432 | 2 |
| Snoqualmie | 6,345 | 1,404 | 3 |
| Medina | 2,930 | 1,355 | 4 |
| Hunts Point | 450 | 1,325 | 5 |
| Seattle | 573,000 | 1,130 | 6 |
| Skykomish | 210 | 1,067 | 7 |
| Seatac | 25,140 | 1,042 | 8 |
| Woodinville | 10,140 | 993 | 9 |
| Auburn | 47,470 | 794 | 10 |
| Redmond | 47,600 | 775 | 11 |
| Clyde Hill | 2,780 | 763 | 12 |
| Bothell | 31,000 | 749 | 13 |
| Bellevue | 115,500 | 718 | 14 |
| Yarrow Point | 960 | 673 | 15 |
| North Bend | 4,685 | 673 | 16 |
| Mercer Island | 21,710 | 652 | 17 |
| Kirkland | 45,740 | 596 | 18 |
| Renton | 56,840 | 554 | 19 |
| Algona | 2,660 | 552 | 20 |
| Kent | 84,920 | 530 | 21 |
| Kenmore | 19,290 | 511 | 22 |
| Shoreline | 52,500 | 507 | 23 |
| Sammamish | 38,640 | 491 | 24 |
| Beaux Arts Village | 297 | 488 | 25 |
| Duvall | 5,595 | 487 | 26 |
| Carnation | 1,900 | 464 | 27 |
| Normandy Park | 6,385 | 458 | 28 |
| Enumclaw | 11,190 | 456 | 29 |
| Burien | 31,040 | 447 | 30 |
| Newcastle | 8,890 | 435 | 31 |
| Lake Forest Park | 12,730 | 433 | 32 |
| Pacific | 5,770 | 413 | 33 |
| Maple Valley | 17,870 | 394 | 34 |
| **Federal Way** | 85,800 | 380 | 35 |
| Covington | 16,610 | 372 | 36 |
| Black Diamond* | 4,080 | | |
| Des Moines* | 28,960 | | |
| Average | **38,468** | **$722** | **36** |



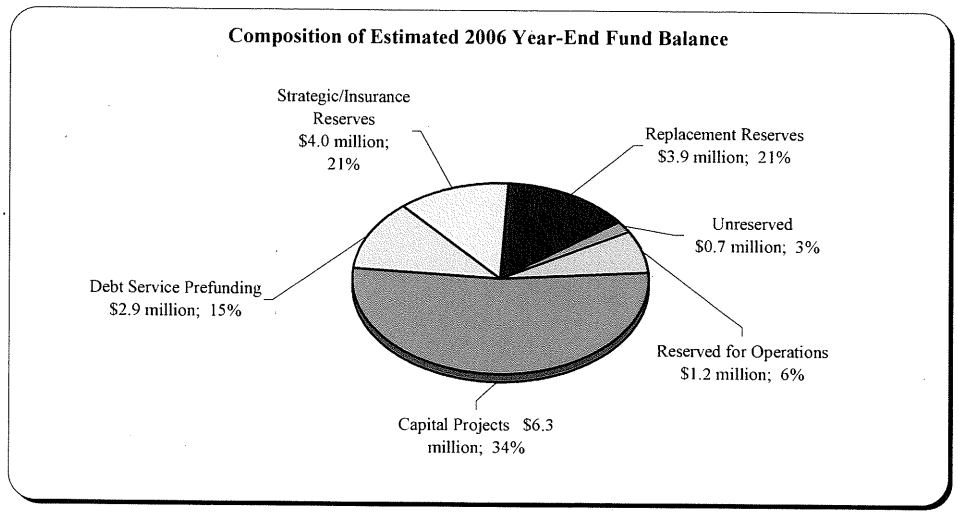

Source: Local Government Financial Reporting System data from the State Auditor's Office.

Footnote

1. FW does not provide Fire or Library services. Therefore, to make the per capita revenue comparable, the revenues are adjusted by fire control and library costs for those entities with those services.

*2005 Data were not available

# ENDING FUND BALANCE




| Fund Balance | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-End | 2007 Adopted | 2008 Adopted | 07 Adopt -06 Adj $ Chg | 07 Adopt -06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|
| **Unreserved Gen Govt Base** | 2,845,040 | 4,628,226 | 0 | 1,501,069 | 709,597 | 64,497 | 73,645 | (1,436,572) | -95.7% |
| **General Fund Unreserved** | $ 2,845,040 | $ 4,628,226 | $ 0 | $ 1,501,069 | $ 709,597 | $ 64,497 | $ 73,645 | $ (1,436,572) | -95.7% |
| **Designated/Reserved Fund Balance:** | | | | | | | | | |
| **Reserved for Operations** | | | | | | | | | n/a |
| Interfund Loan (GF*) | - | - | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | - | 0.0% |
| Pay for Performance (GF*) | - | - | 300,000 | - | - | - | - | - | n/a |
| Next Year's Conting/CarryFwd | - | - | - | - | 2,483,266 | 192,173 | - | 192,173 | n/a |
| New Community Center | - | - | - | - | - | 239,101 | 529,095 | 239,101 | n/a |
| Solid Waste | 105,142 | 121,705 | 4,004 | 75,072 | 75,223 | 91,183 | 101,973 | 16,111 | 21.5% |
| Snow & Ice Removal | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | - | 0.0% |
| Paths & Trails | 5,629 | 15,273 | 24,452 | 70,690 | 24,796 | 34,319 | 43,842 | (36,371) | -51.5% |
| Hotel / Motel Tax | 175,196 | 132,627 | - | 0 | 0 | 0 | 0 | - | 0.0% |
| CDBG Grant | 76,173 | 69,800 | - | - | - | - | - | - | n/a |
| DBC/KFTheatre | 412,397 | 422,653 | 3,942 | 10,706 | 51,025 | 41,195 | 28,768 | 30,489 | 284.8% |
| **Capital Projects** | | | | | | | | | |
| Surface Water Management | 6,632,353 | 6,791,678 | 515,117 | 2,702,944 | 4,377,353 | 2,483,074 | 1,950,975 | (219,870) | -8.1% |
| Overlay | 66,031 | 97,273 | - | (0) | (0) | 15,106 | 30,212 | 15,106 | -75530001.7% |
| Utility Tax | 1,095,579 | 1,027,502 | 969,397 | 1,228,801 | 1,442,602 | 1,241,145 | 1,653,674 | 12,344 | 1.0% |
| 2% for the Arts | 262,150 | 141,170 | - | - | - | - | - | - | n/a |
| Capital Projects | 32,542,773 | 39,805,813 | 383,552 | 8,106,620 | 14,367,292 | 4,347,487 | 1,224,487 | (3,759,132) | -46.4% |
| Special Projects | 35,153 | 4,156 | 5,289 | 0 | 0 | 0 | 0 | - | 0.0% |
| **Replacement Reserves** | | | | | | | | - | |
| Data Processing Equipment | 2,057,595 | 2,277,031 | 1,727,331 | 2,235,365 | 2,329,158 | 2,381,691 | 2,340,189 | 146,326 | 6.5% |
| Copier Equipment | 178,978 | 166,378 | 110,967 | 172,111 | 172,550 | 225,429 | 279,018 | 53,318 | 31.0% |
| Fleet & Equipment | 2,449,948 | 2,438,458 | 2,530,098 | 2,563,816 | 2,569,449 | 2,838,030 | 3,383,149 | 274,214 | 10.7% |
| Building & Furnishings | 109,264 | 296,558 | 215,329 | 249,830 | 285,163 | 373,767 | 464,761 | 123,937 | 49.6% |
| **Debt Service Prefunding** | | | | | | | | | |
| Debt Service | 2,826,224 | 3,195,703 | 3,843,706 | 3,306,656 | 4,652,708 | 1,568,653 | 2,326,156 | (1,738,003) | -52.6% |
| **Strategic/Insurance Reserves** | | | | | | | | | |
| Self Insurance Reserve | 2,150,745 | 2,625,547 | 2,089,139 | 2,621,501 | 2,620,901 | 2,645,901 | 2,670,901 | 24,400 | 0.9% |
| Strategic Reserve | 2,000,000 | 2,000,000 | 2,000,000 | 2,000,000 | 2,000,000 | 2,000,000 | 2,000,000 | - | 0.0% |
| Total Reserved Fund Balance | $ 53,281,332 | $ 61,729,323 | $ 14,832,323 | $ 25,454,112 | $ 37,561,487 | $ 20,828,254 | $ 19,137,201 | $ (4,625,858) | -18.2% |
| Total Ending Fund Balance | $ 56,126,371 | $ 66,357,550 | $ 14,832,323 | $ 26,955,181 | $ 38,271,084 | $ 20,892,751 | $ 19,210,846 | $ (6,062,430) | -22.5% |

**Budgetary Fund Balances:**

Represents the amount available for appropriation. Typically they are the difference between current assets and current liabilities, and are different from the fund equities as they do not consider fixed assets and long-term liabilities for proprietary funds.

*Designated/Reserved:* these funds are restricted by contractual/legal obligations or by adopted council policies/prior actions for specific purposes.

*Unreserved General Fund:* the portion of fund that can be used for any general government purposes.

**Change in General Fund Balance:**

The Self Insurance Reserve and Strategic Reserves are established to cover economic downturn, public emergency, natural disasters, or other major unexpected conditions. This allows the unreserved General Fund balance to be fully appropriated during each biennial budget. Prior year balances are the result of higher than budgeted revenues and lower than budgeted expenditures.

**Other Substantial Changes in Funds Balance:**

Capital Projects ending fund balance increase of $7.3M from 2004 to 2005 is due primarily to $4M in transfers in from the General Fund, Transportation CIP, and REET to be set aside for Downtown Redevelopment projects and $4.5M in City Facilities CIP from the sale of old City Hall & interest earnings. Capital Projects ending fund balance decrease of $12M from 2006 ynd estimate to 2007 proposed budget is due to timing of CIP project expenditures.

Debt Service ending fund balance decrease of $1.7M from 2006 adjusted budget to 2007 adopted budget is due primarily to the use of ending fund balance to partially fund the early pay-off of the city hall mortgage.

## SUMMARY OF DEBT SERVICE OBLIGATIONS

Under 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. Within the 2.5% limit, the City Council may approve bond issues not to exceed 1.5% of the City's assessed valuation. Prior to the passage of new legislation in 1994, the statutory limit on councilmanic (non-voted) debt for general government purposes was 0.75% of assessed valuation. Another 0.75% of councilmanic debt was available only for lease-purchase contracts (RCW 35.43.200). Now, these two components have been combined and can be used for any municipal purpose, including using the entire 1.5% for bonds. Therefore the City's remaining debt capacity without voter approval is $85 million and an additional $73 million can be accessed with voter approval. The voter approved capacity is generally referred to as unlimited tax general obligation debt, which requires 60% voter approval and the election must have a voter turnout of at least 40% of those who voted in the last State general election. With this vote, the voter approves additional property tax be levied above and beyond the constitutional and statutory caps on property tax.

In addition to these general purpose debt capacity, RCW 39.36.030(4) also allow voter to approve park facilities and utility bond issues, each limited to 2.5% of the City's assessed valuation. Therefore legally the City can issue up to a total of 7.5% of the City's assessed valuation in bonds for $520 million. Table 1 shows the availability debt capacity for the City of Federal Way for 2006.

**COMPUTATION OF LIMITATION OF INDEBTEDNESS**
**December 31, 2006**

| DESCRIPTION | General Purposes Councilmanic (Limited GO) | General Purposes Excess Levy (Unlimited GO) | Excess Levy Open Space and Park | Excess Levy Utility Purposes | Total Debt Capacity |
|---|---|---|---|---|---|
| AV= $ 7,251,992,701 (A) | | | | | |
| 1.50% | $ 108,779,891 | $ (108,779,891) | | | |
| 2.50% | | 181,299,818 | 181,299,818 | 181,299,818 | $ 543,899,453 |
| Add: | | | | | |
| Cash on hand for debt redemption (B) | 6,095,310 | - | - | - | 6,095,310 |
| Less: | | | | | |
| COPs outstanding | - | - | - | - | - |
| Bonds outstanding | (29,589,128) | - | - | - | (29,589,128) |
| **REMAINING DEBT CAPACITY** | **$ 85,286,072** | **$ 72,519,927** | **$ 181,299,818** | **$ 181,299,818** | **$ 520,405,635** |
| **GENERAL CAPACITY (C)** | **$157,805,999** | | | | |

(A) Final 2006 Assessed Valuation.
(B) Fund balance of $4,652,708 in debt service prefunding balance and $1,442,602 in utility tax fund.
(C) Combined total for Councilmanic, and Excess Levy capacities.

Table 2 summarizes the City's general obligation debts outstanding at the end of 2006. Real Estate Excise Tax and Utility Tax are the two primary sources to meet the City's general obligation debt services. The 1997 Civic Improvement program and 2003 Community Center bonds are financed by utility tax revenue. The 2000 Valley Communications and 2003 Paragon Building Loan Assumptions are repaid with REET.

The 2003 Paragon Loan Assumption balloon payment of $5.8M will be paid off in 2007 and funded by: $2.7 million in proceeds and interest earnings from sale of the old City hall; $1.1 million transfer from utility tax ($500k from the higher collection in 2006, and $600k from projected 2007 revenue); $1.0 million from a General Fund transfer from the 2006 fund balance; and $1.0 million from the Real Estate Excise Tax (REET), from the higher than budgeted revenue in 2006.

On December 28, 2006 the City borrowed $4,100,000 on a two-year tax-exempt bond for the purchase of the AMC Theatre site. The interest rate on the bonds is 3.53% and maturity is December 28, 2008. Interest payments on the bond will be funded with interest earned from the $5 million Downtown Redevelopment set aside funds. Final payment will be made with proceeds from the sale of the AMC Theatre site to a buyer who will develop the property in accordance with the City's economic development plan.

The City currently does not anticipate issuing any debt in 2007 or 2008.

**Table 2: SUMMARY OF OUTSTANDING BONDS**

| Year | Description | Purpose | Date of Issue | Final Maturity | Interest Rates (%) | Net Interest Cost (NIC) | Amount Issued | Bond Rating @ issuance | Dec. 2006 Balance | Debt Service Payment 2007 | Debt Service Payment 2008 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1997 | G.O. Bonds [1] | Civic theater, sports fields, downtown, PS Building | 04/22/97 | 12/1/2012 | 5 - 5.3 | 5.3108% | $ 16,150,000 | AAA-insured | $ 3,660,000 | $ 1,916,130 | $ 430,300 |
| 2000 | G.O. Bonds | Valley Communications (911 dispatch) Center Buidling and Equipment | 09/12/00 | 12/1/2015 | 5.31 | 5.3180% | 2,551,600 | AAA-insured | 1,755,000 | 226,839 | 225,429 |
| 2003 | Paragon Building GMAC Loan Assumption [2] | New City Hall | 07/01/03 | 11/1/2007 | 7.58 | 7.5800% | 6,168,599 | Nonrated | 5,869,128 | 6,242,318 | - |
| 2003 | Community Center | Community Center | 11/15/03 | 12/1/2033 | 4.67 | 4.6619% | 15,000,000 | AAA-insured | 14,205,000 | 917,183 | 913,333 |
| 2006 | G.O. Bonds [3] | AMC Theatre Site Acquisition | 12/28/06 | 12/28/2008 | 3.53 | 3.5300% | 4,100,000 | Nonrated | 4,100,000 | 144,730 | 4,244,730 |
| TOTAL GENERAL OBLIGATION DEBT | | | | | | | $ 43,970,199 | | $ 29,589,128 | $ 9,447,200 | $ 5,813,792 |

Notes:

1 The 1997 Bonds were insured at the underwriter's option and cost.

2 The 2003 GO Bonds average annual debt service of $6,242,318 is the 2007 payoff amount and ncludes interest of $373,190.

3 The 2006 GO Bonds debt service payment is interest only in 2007 and principal & interest in 2008.

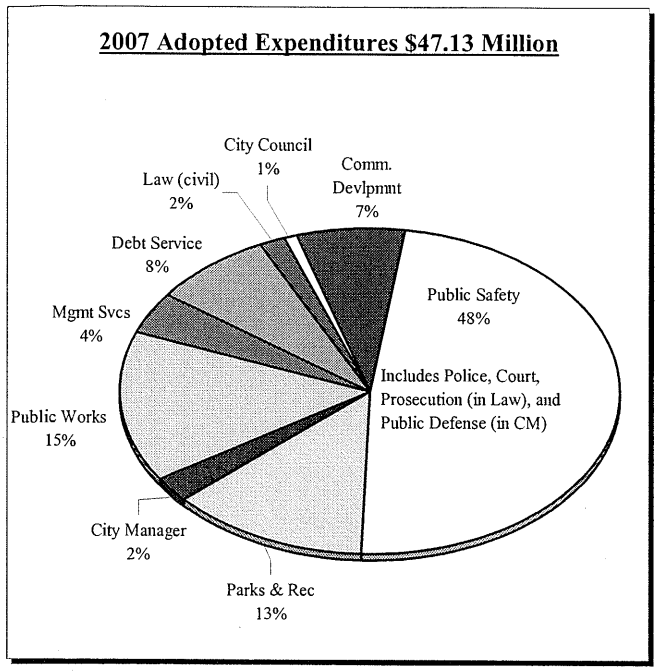
Public Works Trust Fund Loan: The City has borrowed a $1.55 million loan in 1994 and an additional $1.86 million in 2000 at 1% for 20 years from the State's Public Works Trust Fund (PWTF) to finance specific surface water improvement projects. The PWTF is a revolving loan account managed by the State to provide below market rate financing for health and safety related public works improvement projects through a competitive application process. These loans are the obligation of the Surface Water Utility and backed by the rates collected from users thus not considered as the City's general obligation debts nor are they subject to the limitation of indebtedness calculation. Table 3 shows debt service to maturity for all obligations by type of obligation, including the Public Works Trust Fund Loans.

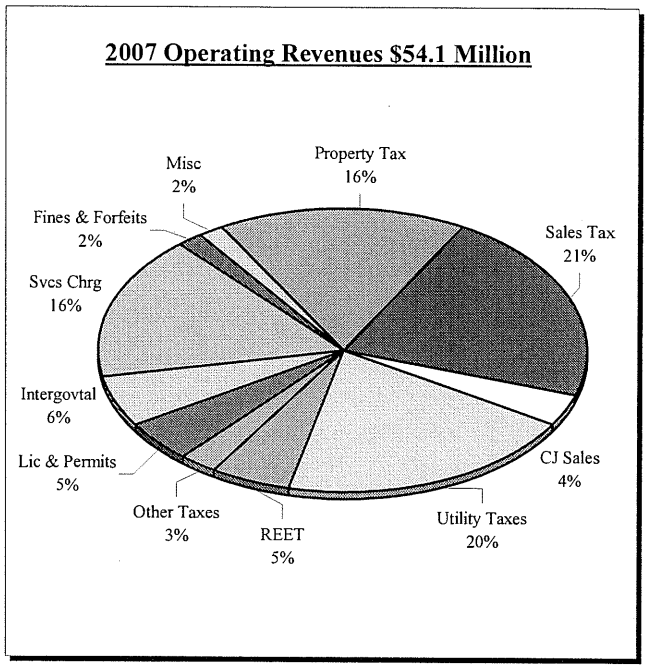
**Table 3: PROJECTED DEBT SERVICE REQUIREMENTS TO MATURITY**

| Year | G. O. Bonds Principal | G. O. Bonds Interest | Public Works Trust Fund Principal | Public Works Trust Fund Interest | Total Principal | Total Interest |
|---|---|---|---|---|---|---|
| 2007 | $ 8,094,128 | $ 1,377,072 | $ 182,359 | $ 19,395 | $ 8,276,487 | $ 1,396,466 |
| 2008 | 4,907,000 | 931,842 | 182,359 | 17,571 | 5,089,359 | 949,413 |
| 2009 | 845,000 | 751,888 | 182,359 | 15,748 | 1,027,359 | 767,635 |
| 2010 | 879,000 | 714,544 | 182,359 | 13,924 | 1,061,359 | 728,468 |
| 2011 | 918,000 | 675,211 | 182,359 | 12,100 | 1,100,359 | 687,312 |
| 2012 | 962,000 | 632,948 | 182,359 | 10,277 | 1,144,359 | 643,224 |
| 2013 | 575,000 | 599,583 | 182,359 | 8,453 | 757,359 | 608,036 |
| 2014 | 591,000 | 574,445 | 182,359 | 6,630 | 773,359 | 581,075 |
| 2015 | 618,000 | 547,308 | 96,120 | 4,806 | 714,120 | 552,113 |
| 2016 | 405,000 | 518,510 | 96,120 | 3,845 | 501,120 | 522,355 |
| 2017 | 420,000 | 501,804 | 96,120 | 2,884 | 516,120 | 504,687 |
| 2018 | 440,000 | 484,164 | 96,120 | 1,922 | 536,120 | 486,086 |
| 2019 | 460,000 | 465,464 | 96,120 | 961 | 556,120 | 466,425 |
| 2020 | 480,000 | 445,339 | - | - | 480,000 | 445,339 |
| 2021 | 505,000 | 424,219 | - | - | 505,000 | 424,219 |
| 2022 | 530,000 | 401,494 | - | - | 530,000 | 401,494 |
| 2023 | 555,000 | 377,114 | - | - | 555,000 | 377,114 |
| 2024 | 585,000 | 351,445 | - | - | 585,000 | 351,445 |
| 2025 | 615,000 | 323,950 | - | - | 615,000 | 323,950 |
| 2026 | 645,000 | 294,738 | - | - | 645,000 | 294,738 |
| 2027 | 680,000 | 264,100 | - | - | 680,000 | 264,100 |
| 2028 | 715,000 | 231,800 | - | - | 715,000 | 231,800 |
| 2029 | 750,000 | 197,838 | - | - | 750,000 | 197,838 |
| 2030 | 790,000 | 162,213 | - | - | 790,000 | 162,213 |
| 2031 | 830,000 | 124,688 | - | - | 830,000 | 124,688 |
| 2032 | 875,000 | 85,263 | - | - | 875,000 | 85,263 |
| 2033 | 920,000 | 43,700 | - | - | 920,000 | 43,700 |
| **Total** | **$ 29,589,128** | **$ 12,502,677** | **$ 1,939,471** | **$ 118,515** | **$ 31,528,599** | **$ 12,621,192** |

CITY OF
Federal Way

# LONG RANGE FINANCIAL PLAN




The City's fiscal policy requires the City to prepare long-range projections for six years beyond current budget period. The projection extends current operations to the future to see if the services are sustainable and the magnitude of, if any, future financing gaps. This glimpse into the future allows the City to proactively plan and implement corrective measures over time to avoid sudden drastic changes in service levels or in revenue/tax policies. In addition, the City's fiscal policy requires the city to balance its on-going services with on-going revenues. Therefore, the LRP distinguishes between services and revenues that are considered on-going ("operating" revenues/expenditures) vs. one-time ("capital and other" sources/uses).

The following sections will provide an overview of the government operating environment, highlights of significant changes in the 2007/08 budget conditions, and the assumptions used in developing this budget and future projections.

## OVERVIEW OF GENERAL ECONOMY

After a four-year recession and slow growth period, local economy surged ahead in 2005 and 2006. Puget Sound area's economy in general is again outperforming the statewide average and the nation as a whole. The strength of the regional economy is primarily fueled by strong construction activities, real estate transfers, and financial services sectors. These private activities also supplemented by substantial public investments, such as State DOT and Sound Transit projects. These activities pushed the seasonally adjusted unemployment to below 5% in King County for two years, the same levels as pre-2001 and down from the peak of 7.5% in 2002.

The strong construction and real estate activities bolstered sales tax, development permit fees, property tax, real estate excise tax and utility tax revenues for the city, resulted in budget surplus during the past 2 years that is available for capital or 1-time purposes.

At the same time we recognize the outstanding economic performances of 2005 and, to a lesser degree, 2006, we can not but notice the changing general conditions such as the rising interest rates, slowing housing market, pressure of inflation (5% as measured from August 2005 to August 2006), and the continued high energy costs.

In addition to regional indicators, there are local market conditions affect Federal Way. The recent residential housing boom expanded the suburban residential communities further southeast in King County and south into Pierce County. Together with housing, there are new community based shopping centers. These new local strip centers, along with the expansion of mega shopping centers such as the Bellevue Square and South Center Mall are competing with and diluting Federal Way's regional shopping center position. Over the past three years, Federal Way lost a number of mid-tier retailers, including REI, GAP, Old Navy, Circuit City, Toys R Us, Gottschalks, and Mervyns. Although many closures are due to their tired offering and business model, some are due to competing stores/locations in near by communities.

On a more positive side, among the 2005/06 new developments occurred in Federal Way are a new shopping area anchored by Sports World, an outdoor specialty store; a Super Wal-Mart; and a new 16-screen movie theatre in the city center. We expect these new businesses will trigger increased traffic to their surrounding businesses once completed.

Considering all these factors, we approached 2007/2008 revenue projection with heightened caution. Assumptions and factors impacting major City revenues are discussed below. Most of the City's costs will grow at or slightly above the rate of inflation as measured by mid-year Puget Sound area CPI-W, which are projected at 3.5% for 2006, and 3% for 2007 and beyond. Even with conservative projections, the potential of slower than anticipated revenue growth and higher than expected inflation is still a concern and needs to be monitored closely.

## FUND CHANGE

The City allocates its financial resources into a variety of accounting entities called "funds" to account for related revenues and expenditures. The use of multiple funds is necessary to ensure compliance with state budget and accounting rules, and to promote accountability for specific projects or activities. The majority of tax supported services such as police, permits, parks, and street maintenance are accounted for in the General Fund and the Street Fund. Since two-thirds of Street Fund operations are supported by General Fund transfers, these two funds are managed and presented as consolidated General/Street Fund.

A new fund is added in 2007 to account for the New Community Center operations and reserves. This fund will primarily be supported by user fees (75%) and supplemented with transfers from utility taxes. The new Community Center will replace the Klahanee Community/Senior Center and the Kenneth Jones Pool, which were accounted for in the General Fund. This change would remove around $540k in both revenues (recreation fees and utility tax transfers for the KJ pool operation subsidy) and expenditures associated with these operations from the General Fund; and will add around $1.5 million each for operating revenues and expenditures for the new community center in 2007 and $1.9 million in 2008.

In addition, the City maintains separate funds for resources restricted by law, contractual obligations, or by bond convenience to ensure certain revenues are spent on specific purposes. Examples are lodging tax for tourism promotion, Real Estate Excise Tax for eligible capital projects, Dumas Bay Centre/Knutzen Family Theater, and Surface Water Utility user fees.

Debt service and capital projects are also accounted for separately for they can fluctuate greatly from year to year and are typically funded with grants, designated or restricted sources, and 1-time city resources such as operation surplus.

The $6.9 million differences between the $54.1 million operating revenue and the $47.1 million operating expenditure are primarily made up of $3.1 million of utility tax currently designated for capital; $2.1 million in Real Estate Excise Tax and $900k gas tax are restricted by law for capital; and $711k surface water user fees for surface water capital.

## OVERALL OPERATING REVENUES/EXPENDITURES

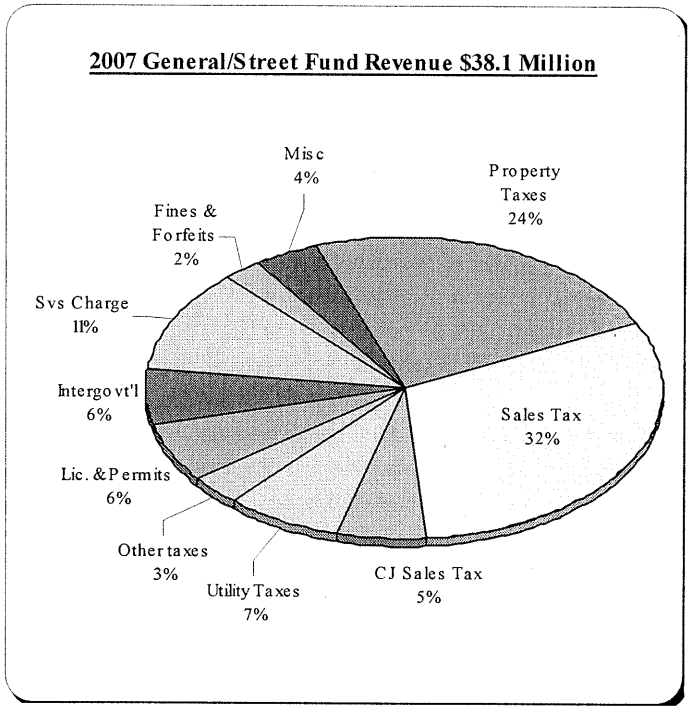
Overall City operating revenues, excluding inter-fund transactions and capital/operating grants, are projected at $54.1 million and $56.1 million for 2007 and 2008, respectively. With the exception of the voter package utility tax

increase of $1.9 million and $2.5 million in 2007 and 2008 respectively, all other revenues remain similar to the 2005 actual revenue and the amount estimated for 2006. The reason for this low growth rate is due to the anticipated slowdown of the Real Estate Excise Tax (REET), which peaked in 2005; and the "normalized" sales tax projection by discounting the new construction and 1-time service sales taxes. Overall revenue growth is projected to improve to an average annual rate of 2.5% beyond 2006.

Operating expenditures, including normal debt services but excluding balloon payments and bond calls, totals $47.1 and $47.8 million for 2007 and 2008 respectively. This is a $5.8 million or 13.9% increase from 2006 adjusted level. The differences are primarily due to the conversion of nearly $700k previously 1-time funded programs into the regular on-going budget, the addition of the new community center operations at $1.5 million, the $115k additional cost from the incorporation of new street and parks maintenances, implementation of Police and Community Safety Improvement voter package of $1.8 million and $2.5 million in 2007 and 2008 respectively, and $1.5 million from general personnel cost increases: $1 million in labor costs based on 3.15% COLA in 2007, plus applicable step increases, and $445k in state pension contribution increases.

## GENERAL AND STREET FUND OPERATIONS

Of all the funds, General and Street Funds are the two funds account for general city services that are primarily supported by taxes. Among the taxes supporting General and Street fund operations, sales tax is by far the most significant source, accounts for 33% of the total. Sales tax revenue fluctuates from year to year depends on local economic condition. With that in mind, economic development continues to be a priority of the City, particularly the redevelopment of the City Center.




### STRUCTURAL DEFICIT

Citizen initiatives over the past decade have made a significant impact on general revenues for all local governments in Washington State, including Federal Way. The cumulative losses for Federal Way include $2 million a year from Initiative 695 (1999) which repealed the state Motor Vehicle Tax; $750,000 a year in 2006 (which would grow overtime) from Initiative 747 (2001), limiting the property tax growth rate to the lower of inflation or 1%, plus new construction; and $750,000 a year street maintenance fund from Initiative 776 (2002, court decision in November 2003), which repealed the local option Vehicle Licensing Fee approved by voters for transportation systems in King County. This is a combined loss of over $3.5 million a year in Federal Way's general government revenues.

The loss of these revenues not only reduced the diversity of City's revenue sources but also slowed the revenue growth. Based on the current revenue structure, the combined revenue growth rate is around 2% per year, or around 1% below the rate of inflation under normal conditions.

The cost of City services, on the other hand is expected to grow at around 4% per year or around 1% above inflation, again, under normal circumstances. The higher growth rate is primarily caused by the persistent high energy costs, double digit medical benefit cost increases, and more recently, the state mandated pension costs.

This 2% differences between revenue and expenditure growth rates translates into around $700k per year "expected" gap based on the $34 million current General/Street Fund annual budget. Plus the services that were funded with 1-time resources in 2005/06 budget, the initial projected budget gap for 2007 and 2008 were $1.3 million and $1.8 million, respectively. This gap will further projected to expand to $2.4 million in 2009 and $3.2 million by 2010.

The past revenue loss and the structural imbalance had already required the City continuously reduce its services to balance the budget. Over the past ten years, the City has reduced its general expenditures by nearly $5 million and eliminated 17.4 positions. Because these service reductions were made over time, the impacts were not immediately obvious. However, the cumulative effects have now resulted in increased level of citizen complaints and demands for improvements in almost all service areas.

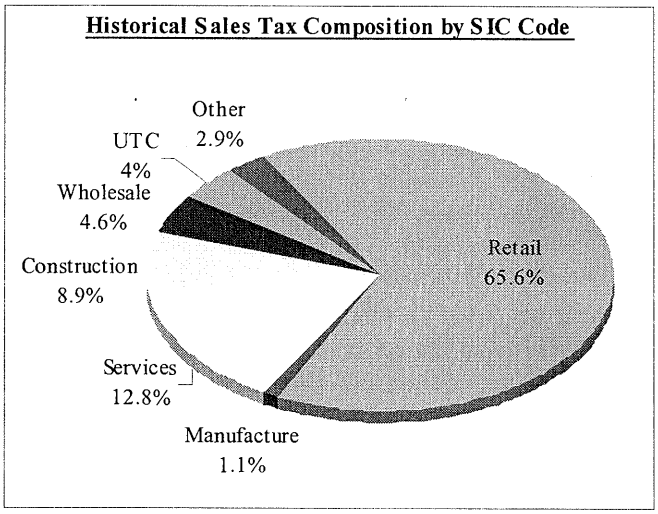
It is under this backdrop, the City Council decided it is important to maintain the current staffing and service levels in the 2007/08 budget and beyond. To cover the projected deficits, Council allowed using nearly 2% designated capital utility tax revenue which will become available stating in 2007 to make up the projected budget gap, thus allow stable General/Street Fund operations up to 2010. The adopted budget reflects this important budget decision.

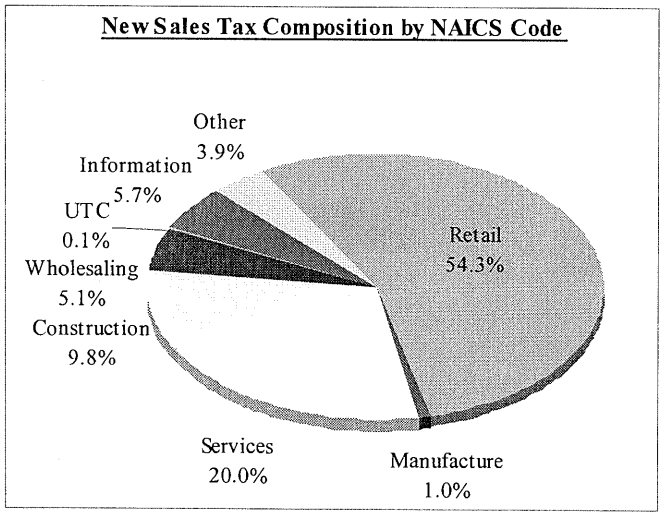
## TAXES

Tax revenues provide over 71% of the City's operating revenues. They include Sales Tax (combined basic and criminal justice portion) 39%, Property Tax 24%, Utility Taxes 8%, and Gambling Tax 3%.

### SALES TAX (RCW 82.14)

Sales tax is the largest single revenue source for the City of Federal Way representing 33% of General Fund revenue. The City receives approximately 10% of sales tax generated within Federal Way. It is anticipated to generate $12.1 million in 2006 and is projected $11.8 and $12.2 million respectively, for 2007 and 2008. The slightly lower




projection for 2007 is due to the revenue growth during 2005 (7.2%) and 2006 (7.2%) are predominantly from new construction activities. When the extra new construction activities are removed form the 2005/2006 receipts, the normalized base would put the 2007 and 2008 sales tax at $11.53 million and $11.9 million respectively; an addition of $250k is added to 2007 and $300k to 2008 projections to account for new sales tax from the new commercial developments in the city including Federal Way Crossing, Super Wal-Mart, and the Century Movie Theater.

| Year | Sales Tax | % Change | CJ Sales | % Change |
|---|---|---|---|---|
| 2002 Actual | $ 10,737,605 | 3.6% | $ 1,598,686 | -3.3% |
| 2003 Actual | $ 10,547,534 | -1.8% | $ 1,601,245 | 20.0% |
| 2004 Actual | $ 10,546,218 | 0.0% | $ 1,648,046 | 2.9% |
| 2005 Actual | $ 11,305,537 | 7.2% | $ 1,817,981 | 10.3% |
| 2006 Est. | $ 12,120,000 | 7.2% | $ 1,945,240 | 7.0% |
| 2007 Proj. | $ 11,782,071 | -2.8% | $ 2,042,502 | 5.0% |
| 2008 Proj. | $ 12,194,443 | 3.5% | $ 2,171,762 | 6.3% |
| 2009 Proj. | $ 12,560,276 | 3.0% | $ 2,258,632 | 4.0% |
| 2010 Proj. | $ 12,937,085 | 3.0% | $ 2,348,978 | 4.0% |
| 2011 Proj. | $ 13,325,197 | 3.0% | $ 2,442,937 | 4.0% |
| 2012 Proj. | $ 13,724,953 | 3.0% | $ 2,540,654 | 4.0% |

Historically, the composition of the City's sales tax has been quite consistent from year to year with nearly 2/3rds (66%) of total sales taxes shown as from retail; followed by services (13%); contracting/construction (9%); and big box wholesale (5%), utilities and communications (4%), with the remaining 5% coming from various smaller classifications.

State changed the categorization of sales tax in 2005 from the Stand Industrial Classification (SIC) to the North American Industrial Classification System (NAICS), which is used by federal government in collecting various economic data.

Under this new classification, restaurant sales are moved from retail to service category, and internet services is moved from service category to a new "Information" category. This change resulted in a substantial change in the City's sales tax composition. The graph above shows how historical sales tax composition under the SIC code and when converted to the NAICS codes.

In 2005 and 2006, the City, like many other cities in King Count, has seen substantial new construction activities. As of September, the amount from new construction is around $600k above normal level. If this "excess" new construction amount is removed from the base, the 2006 sales tax composition will be similar to historical composition. As a result of the substantial new construction and services activities, the current composition is quite different than the historical pattern, with retail only under 50%, and new construction and service combined represent over 35% of the total vs. the 22% historical average.

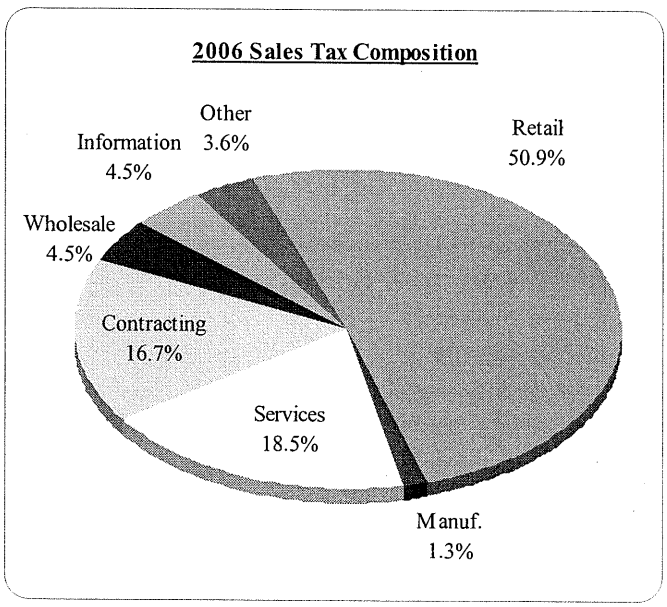
**Criminal Justice Sales Tax** (RCW 82.14.340)

A 0.1% voter-approved optional sales tax in King County is collected countywide and distributed based on population. Because it employs a more diverse tax base and different distribution formula than regular sales taxes, this source is more stable and is projected to grow by the inflationary rate.

Legislative History:

The authority for cities and counties to collect sales tax was initially granted in 1970 at 0.5%, applicable to all retail sales of tangible properties. This statute further provides that counties, in addition to collecting 0.5% sales tax from the unincorporated areas, receive 15% of the taxes collected from incorporated areas within a county. An additional 0.5% of local option sales tax was added in 1982, of which counties can receive 15% of this additional sales tax collected in each city, if it has imposed this optional tax in the unincorporated areas (which King County does). Therefore, the maximum effective city rate in King County is 0.85%, less an administrative fee that the Department of Revenue keeps to defray the cost of administering the sales tax program.

During the 1995, 1996, and 1997 legislative sessions, the legislative passed bills that created new sales tax exemptions. In 1995, machinery and equipment used by a manufacturer or a processor directly in a manufacturing operation were made exempt from the sales tax. The labor and services used to install the equipment was also made exempt. The exemptions were extended in 1996 to charges for maintaining and repairing the machinery and equipment and replacing equipment. Equipment used in research and development, not just in manufacturing operations, was included. Legislation in 1997 provided a rebate of the state portion of the sales tax for large warehouses and grain elevators, but the cities' share of the tax was not affected.




In 1995, the State Legislature granted King County the authority to impose an additional 0.5 percent sales tax (effective 1/1/96) on food and beverages sold by restaurants, taverns, and bars (bringing the current total sales tax rate for these establishments to 9.3 percent). This additional tax revenue is distributed to a Baseball Stadium Fund to pay the debt service on a professional baseball stadium.

| Current Tax rate and Distributions: | Tax Rate | % Change |
|---|---|---|
| State | 6.50% | 74.0% |
| Metro Transit | 0.80% | 8.0% |
| King County | 0.15% | 2.0% |
| Criminal Justice Tax | 0.10% | 1.0% |
| Regional Transit Authority | 0.40% | 5.0% |
| City of Federal Way | 0.85% | 10.0% |
| **Total Sales Tax** | **8.80%** | **100.00%** |

In November 2000, King County voters approved a 0.2 percent increase in the general sales tax rate to partially restore transit funding lost when the motor vehicle excise tax was repealed by the passage of Initiative 695 (and then by the state legislature).

As of July 1, 2003, an additional 0.3 percent sales tax was imposed by the state legislature on vehicle sales and leases to fund transportation improvements. Currently, most retail activities in the City are subject to an 8.8% sales tax. Restaurant, tavern, etc sales are taxed at 9.3% and car sales are taxed at 9.1%.

Potential new Legislation – The Stream-lined Sales Tax Project:

State law requires that an equivalent "use tax" be paid for taxable items purchased from out-of-state; it is enforced through routine audit of commercial accounts, but the enforcement on general consumer mail order or internet sales requires congressional action. To encourage Congress to act, the Multi-State Tax Commission formed a Streamlined Sales Tax Project, whose task is to develop standardized rules and procedures to simplify the administrative burden on vendors doing business in multiple states.

Washington State has been an original participant of the Stream-lined Sales Tax Project and the legislature has made a number of changes to its tax codes but is deferring the effective day to sort out financial impacts to local governments. The financial impact is caused by the change in which localities will receive the tax when customers have goods delivered instead of picked-up at the point of sales. The current tax law credits the tax to the locality where the goods are delivered from (origin point of the delivery). The new tax law will require the tax be credited to the locality where the goods are delivered (destination based system.) This change would affect local tax jurisdictions' tax revenues differently. The commercial centers, particularly those with warehouses where the goods are stored, will tend to lose revenue under the new system. Bedroom communities will likely gain from the change. Federal Way is one of the communities would likely to see a positive impact from this change.

**PROPERTY TAX** (RCW 84.52)

Property tax is the second largest revenue source for Federal Way and is deposited into the General Fund for general governmental operations. The City's property tax levy amount is subject to a number of limitations in the state statute:

1. The $1.60 Levy Cap:

   The state constitution establishes the maximum regular property tax levy for all taxing districts combined at 1%, or $10 per $1000 market value of the property. This cap is further divided by the RCW to the various taxing districts, with the maximum regular property tax levy for most cities at $3.375 per thousand dollars assessed valuation (AV). Cities with the Firemen's Pension Fund can levy an additional $0.225 per thousand dollars AV, resulting in a maximum levy of $3.60 per thousand dollars AV.

   For cities belonging to a fire district and/or library district, such as Federal Way, the combined total levies for the City and special districts cannot exceed $3.60 per thousand dollars AV. The amount the City could levy is reduced by what the library district and the fire district are levying. The library and fire districts each have a maximum allowed rate of $0.50 and $1.50 respectively. If both levy the maximum amount, the City can only levy up to $1.60. If one or both of the special districts are not levying the maximum amount, the City's portion could exceed $1.60, but must reduce its levy by the same amount if the library or fire district raises its levy in the future; so that the combined total is never above $3.60. Currently, the Fire District 39 and the Library District are both levying at their maximum amount; therefore the City's maximum levy rate is $1.60.

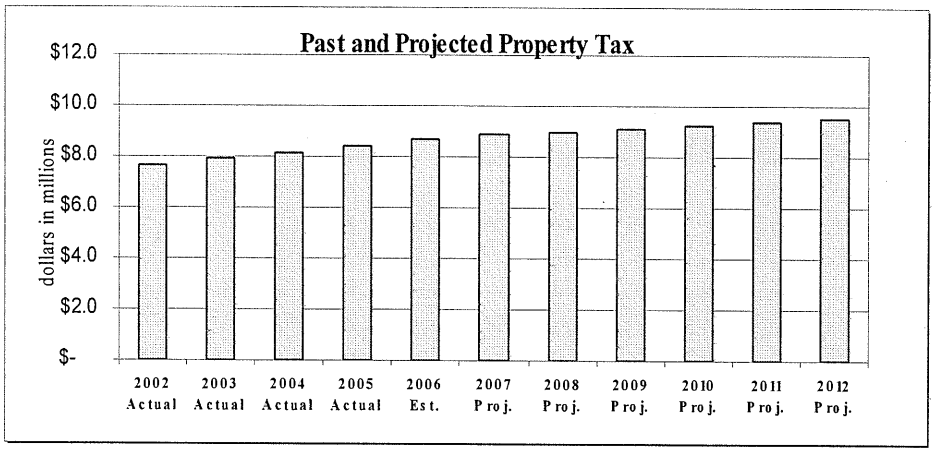
   This levy cap can be exceeded (excess levy) with voter approval. Depending on its purpose, if the levy were to be used for operational and maintenance purposes (O & M levy), the voters' approval is only good for a year. If the additional levy is for capital purposes, the approval does not have to have a time limit; however, one is normally given based on the expected life of the bonds.

2. The 106 percent lid and other limits in property tax growth rates:

Before 1997, a taxing district could increase the property tax levy amount annually by 6% (for a total of 106% of the amount levied in the previous year), up to the applicable levy cap. This growth rate limit was established in 1973 as the legislature responded to people's concerns that property taxes were rising too fast with the real estate boom.

Initiative 747 (approved by voters in 2001) further lowered the limit to the lesser of 1% or inflation. Property tax growth resulted from new construction; changes in value of state-assessed utility property, and newly annexed property (collectively referred to as new construction") are exempted from the lid/limit factor and may be added to the tax levy. The growth limit can be "lifted" by voters. A "lid lift" vote requires a simple majority voter approval, and the amount is added to the levy base for future years.

| Year | Property Tax | % Change |
|---|---|---|
| 2002 Actual | $ 7,644,130 | 5.7% |
| 2003 Actual | $ 7,951,964 | 4.0% |
| 2004 Actual | $ 8,121,088 | 2.1% |
| 2005 Actual | $ 8,442,168 | 4.0% |
| 2006 Est. | $ 8,692,174 | 3.0% |
| 2007 Proj. | $ 8,865,097 | 2.0% |
| 2008 Proj. | $ 8,992,267 | 1.5% |
| 2009 Proj. | $ 9,127,151 | 1.5% |
| 2010 Proj. | $ 9,264,058 | 1.5% |
| 2011 Proj. | $ 9,403,019 | 1.5% |
| 2012 Proj. | $ 9,544,064 | 1.5% |




Most properties in Federal Way are taxed at $11.80 per $1000 AV in 2006, of which the City receives approximately 10% or $1.22 per $1000 AV to provide local services.

Therefore, of each $1 property tax paid, only 10.4¢ is available for City services. The remaining goes to the Federal Way School District (36.1¢), King County (11.3¢) for regional service, the State (21.2¢), the library, port, and flood control districts (6.5¢ combined), local Fire Department (12.6¢), and Emergency Medical Services (1.9¢).

The table above shows the City's past and projected property tax. The higher increase in 2005 reflects the addition of annexation property tax from the three annexations took effect in 2004. New constructions are also added to the 1% levy limit, which fluctuates between 0.5% to 1.5%. Other factors affect the actual property tax collection is the delinquent taxes.

Future property tax projections are based on 1% I-747 limit plus 0.5% of new construction.

## UTILITY TAXES

| Year | Utility Tax | % Change |
|---|---|---|
| 2002 Actual | $ 6,096,815 | -1.9% |
| 2003 Actual | $ 7,072,758 | 16.0% |
| 2004 Actual | $ 7,557,724 | 6.9% |
| 2005 Actual | $ 8,326,951 | 9.8% |
| 2006 Est. | $ 8,574,300 | 3.4% |
| 2007 Proj | $ 10,851,287 | 5.2% |
| 2008 Proj | $ 11,745,069 | 3.1% |
| 2009 Proj | $ 12,153,404 | 2.7% |
| 2010 Proj | $ 12,579,647 | 3.5% |
| 2011 Proj | $ 13,024,642 | 3.5% |
| 2012 Proj | $ 13,489,276 | 3.6% |

Cities and towns in Washington State are authorized to levy a business and occupation tax (RCW 35.22.280(32)) on public utility businesses based on revenues they generate within the city or town, known as a utility tax. The rate of taxes for electric, phone, and natural gas utilities are limited to 6% (RCW 35.21.870) without voter approval. No limitation on tax rates on other public utilities.

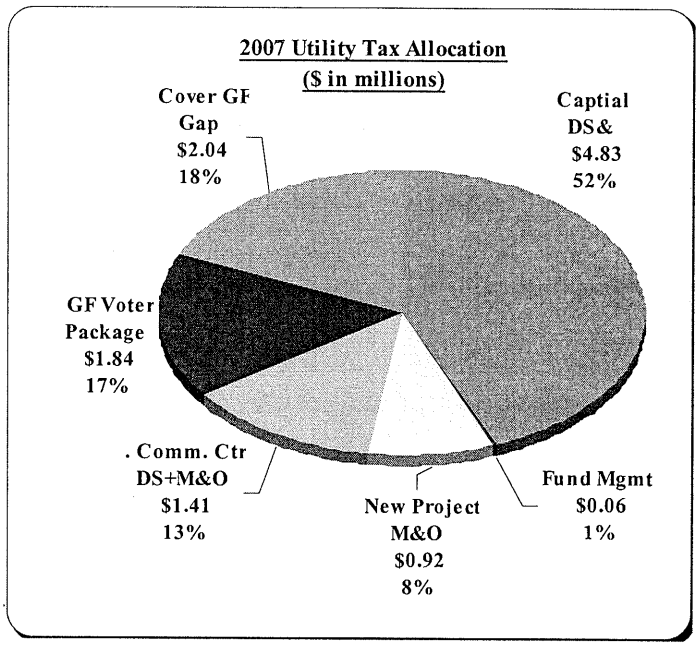
The City first instituted a 1.37% utility tax on telephone, electric, natural gas, cable, surface water, and solid waste utilities in 1995; raising it to 5% in 1995, and then to 6% in 2003. Each time the tax is designed for a specific capital investment program and its associated maintenance/operations. While it is a general purpose revenue source, the City has traditionally dedicated this revenue for capital purposes. As part of 2007/08 budget, Council has allowed the transfer of utility tax to fund General Fund operations beyond new project maintenance. This policy change would allow the city to continue current services levels for the next four years. At the November 2006 general election, Federal Way voters approved a 1.75% tax rate increase (for a total rate of 7.75%) on all utilities, to generate approximated $2.5 million a year to fund a Police and Community Safety improvement initiative consists of 24 FTEs in police, prosecution, court, code enforcement, parks maintenance, and related support functions.

Utility tax revenue has increased substantially over the past two years, primarily driven by higher electrical and natural gas rates. The projection assumes energy rates continue to increase at a modest rate, but a decrease in land-line telephone services, resulting in an overall growth rate slightly above the rate of inflation.

Utility tax growth rates generally exceed the rate of inflation by 1.5% to 2%. Revenue decline is rare but possible. 2002 collection was an exception, with collection 1.9% below the previous year primarily due to the general recession and energy conservation efforts. The 16% collection in crease in 2003 is actually due to tax rate increased form 5% to 6% (a 20% increase), effective February 1, 2003. The real growth in revenue started in 2004, trigger by new housing units and higher energy rates.

Utility taxes are receipted into a special Utility Tax Fund and transferred into the appropriate capital project, debt service, and/or operating funds as designated.

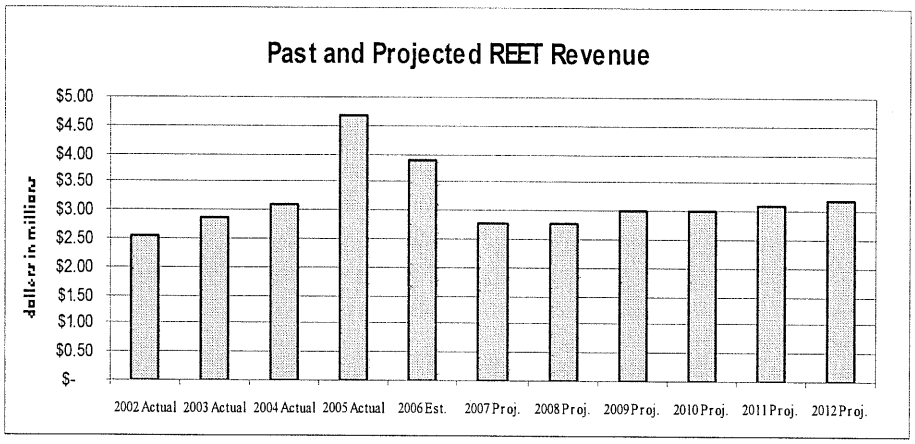
| Utility Tax Allocation | 2007 | 2008 |
|---|---|---|
| **Projected Revenue** | $ 10,851,287 | $ 11,745,069 |
| | | |
| General Fund Gap | | |
| GF Voter Package | 1,837,500 | 2,548,000 |
| GF Operations 2007 Gap | 1,238,728 | 1,761,946 |
| Public Safety 2005/06 Gap | 700,000 | 728,000 |
| Arts/Com Events/Cult Svcs 2005/06 | 106,000 | 108,000 |
| New Projects M&O | | |
| Camp Kilworth M&O | 106,000 | 110,000 |
| Celebration Pk M&O | 255,800 | 266,000 |
| New Street M&O | 376,366 | 437,606 |
| KFT Operations | 125,495 | 129,260 |
| New Parks M&O | 59,000 | 62,000 |
| Community Center | | |
| Community Center DS+M&O | 1,410,106 | 1,441,681 |
| Capital and Debt Services | | |
| Transportation CIP | 1,400,000 | 1,400,000 |
| Overlays | 1,400,000 | 1,400,000 |
| Debt Service 97 GO | 430,300 | 430,300 |
| City Center | 500,000 | 500,000 |
| Pay-off City Hall mortgage | 1,100,000 | - |
| Total | $ 11,045,295 | $ 11,322,793 |



**REAL ESTATE EXCISE TAX (REET)**

The State of Washington is authorized to levy a real estate excise tax on all sales of real estate (measured by the full selling price, including the amount of any liens, mortgages and other debts given to secure the purchase) at a rate of 1.28 percent. A locally-imposed tax is also authorized. All cities and counties may levy a quarter percent tax (described as "the first quarter percent of the real estate excise tax" or "REET 1"). Cities and counties planning under the Growth Management Act (GMA) have the authority to levy a second quarter percent tax (REET 2). The statute further specifies that if a county is required to plan under GMA or if a city is located in such a county, the tax may be levied by a vote of the legislative body. If, however, the county chooses to plan under GMA, the tax must be approved by a majority of the voters.

| Year | REET Revenue | %change |
|---|---|---|
| 2002 Actual | $ 2,554,573 | 27.9% |
| 2003 Actual | $ 2,851,866 | 11.6% |
| 2004 Actual | $ 3,078,898 | 8.0% |
| 2005 Actual | $ 4,695,984 | 52.5% |
| 2006 Est. | $ 3,900,000 | -17.0% |
| 2007 Proj. | $ 2,800,000 | -28.2% |
| 2008 Proj. | $ 2,800,000 | 0.0% |
| 2009 Proj. | $ 3,000,000 | 7.1% |
| 2010 Proj. | $ 3,000,000 | 0.0% |
| 2011 Proj. | $ 3,100,000 | 3.3% |
| 2012 Proj. | $ 3,200,000 | 3.2% |




**REET 1** RCW 82.46.010:

Initially authorized in 1982, cities and counties can use the receipts of REET 1 for all capital purposes. An amendment in 1992 states that cities and counties with a population of 5,000 or more planning under the GMA must spend REET 1 receipts solely on capital projects that are listed in the capital facilities plan element of their comprehensive plan. Capital projects are: *public works projects of a local government for planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvement of streets; roads; highways; sidewalks; street and road lighting systems; traffic signals; bridges; domestic water systems; storm and sanitary sewer systems; parks; recreational facilities; law enforcement facilities; fire protection facilities; trails; libraries; administrative and judicial facilities.*

Receipts pledged to debt retirement prior to April 1992 and/or spent prior to June 1992 are grandfathered from this restriction.

**REET 2** RCW 82.46.035:

The second quarter percent of the real estate excise tax (authorized in 1990) provides funding for cities and counties to finance capital improvements required to occur concurrently with growth under the Growth Management Act. An amendment in 1992 defines the "capital project" as:

*Public works projects of a local government for planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvement of streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, bridges, domestic water systems, storm and sanitary sewer systems, and planning, construction, reconstruction, repair, rehabilitation, or improvement of parks.*

Because of this amendment, acquisition of park land is no longer a permitted use of REET 2 after March 1 1992.

As a newly incorporated city, Federal Way enacted both quarter percents of the REET in 1990 and pledged both portions for long term bonds used for the acquisition and improvement of various parks and municipal facility projects prior to the 1992 amendments.

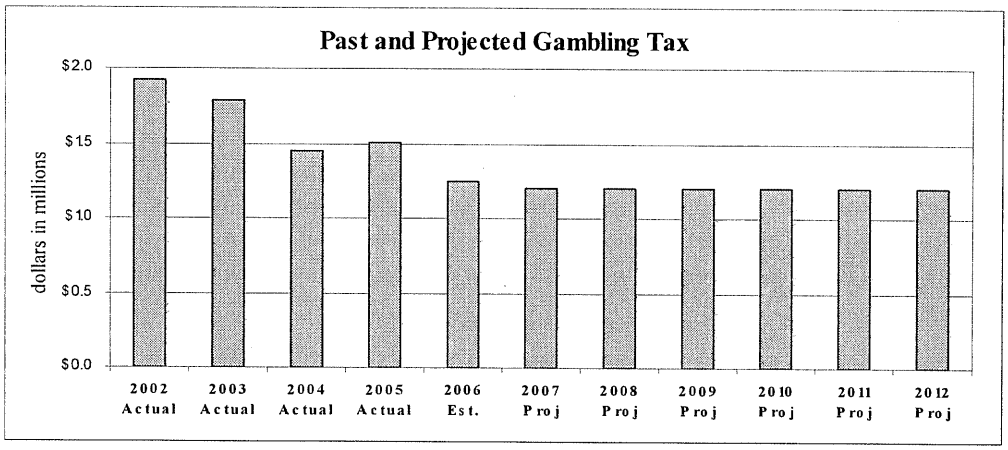
The super active real estate market, particularly in income property arena, raised REET revenues to new heights since 2002 until peaked in 2005. The higher interest rates have dampened residential but do not appear to have affected commercial and investment properties. The projected revenue of $2.8 million per year for 2007/08 and $3 million for 09/10 are more realistic estimates based on historical collections. Since the revenues are restricted for capital only, any unbudgeted revenue can be allocated in subsequent budget years.

**GAMBLING EXCISE TAX**

The City levies gambling taxes at their maximum allowed level on all activities: 5% for bingo and raffles, 2% for amusement games, 5% for punchboards and pull-tabs, and 20% for card rooms (RCW 9.46.110). Revenues from these activities are required to be used primarily for the purpose of gambling enforcement (RCW 9.46.113). Case law has clarified that "primarily" means "first be used" for gambling law enforcement purposes to the extent necessary for that city. The remaining funds may be used for any general government purpose. The City receipts Gambling Tax in the General Fund and identifies the revenue as law enforcement resources.

The State Legislature began allowing the operation of "enhanced card room" or mini-casinos on non-tribal land on a pilot basis in 1997; regulations were adopted allowing them on a permanent basis in the spring of 2000. Over the past five years, mini-casinos have proliferated throughout the state and have become a significant source of tax revenue in jurisdictions where gambling activities are allowed. The permission of non-tribal casinos has stimulated a wave of new and/or expansion of tribal casinos as well. The increased competition eliminated some unprofitable card rooms in the City and gambling tax revenue has declined substantially since its peak in 2001. The smoking-ban passed by Washington State voters in 2005 prohibits smoking within 25 feet of all public places has had a negative impact on non-tribal gambling establishments. Since the new law was effective since December 2005, we believe its impact on gambling activities has realized in 2006, therefore we expect the tax revenue to see only minor declined in 2007, and stabilize thereafter.

| Year | Gambling Tax | % Change |
|---|---|---|
| 2002 Actual | $ 1,918,805 | -1.9% |
| 2003 Actual | $ 1,780,944 | 16.0% |
| 2004 Actual | $ 1,444,132 | 6.9% |
| 2005 Actual | $ 1,501,065 | 9.8% |
| 2006 Est. | $ 1,250,000 | 3.4% |
| 2007 Proj | $ 1,200,000 | 5.2% |
| 2008 Proj | $ 1,200,000 | 3.1% |
| 2009 Proj | $ 1,200,000 | 2.7% |
| 2010 Proj | $ 1,200,000 | 3.5% |
| 2011 Proj | $ 1,200,000 | 3.5% |
| 2012 Proj | $ 1,200,000 | 3.6% |




**LODGING TAX (RCW 67.28)**

Most cities in King County may levy a 1% Lodging Tax on overnight stays at hotel, motel, campgrounds, etc. The total tax paid on overnight lodging in King County by visitors at a facility with 60 or more rooms is 12.4%, and 9.8% for less than 60 rooms, including the 1% City Lodging Tax.

The City enacted its tax in 1999 to fund tourism promotion programs. The programs are accounted for in Lodging Tax Fund (109) with annual tax revenue at around $165,000. Future tax revenue is projected to grow by 3% per year.

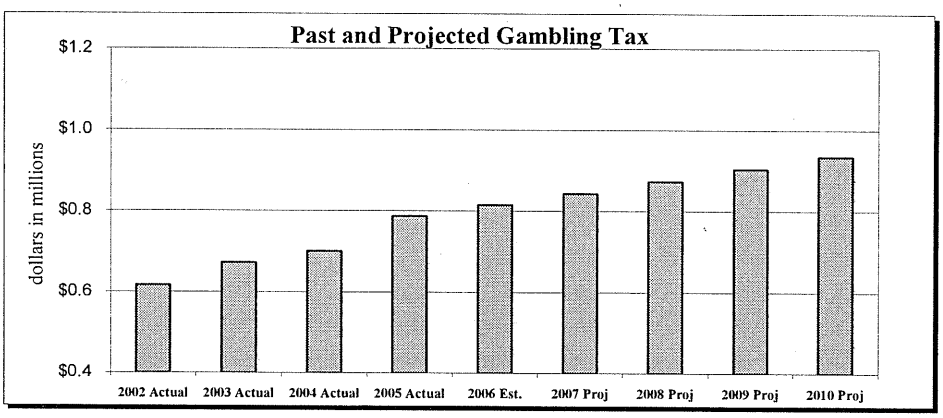
| Lodging Tax | Tax Rate |
|---|---|
| State sales tax | 6.50% |
| City sales tax | 0.85% |
| Metro Transit sales tax | 0.60% |
| Sound Transit sales tax | 0.40% |
| King County sales tax | 0.15% |
| Criminal Justic sales tax | 0.10% |
| **Total Sales Tax** | **8.60%** |
| Convention Center tax | 2.80% |
| Stadium tax | 2.00% |
| State sales tax credit | -2.00% |
| City Lodging tax | 1.00% |
| **Total Tax on Lodging** | **12.40%** |

**ADMISSIONS TAX** (RCW 35.21.280)
Repealed as part of 2007/08 budget action.

**LEASEHOLD TAX**
In addition to the above, the City also receives a minimal amount of revenue from the 4% leasehold tax (RCW 82.29A.) on lease income from private business activities on tax-exempt properties, in-lieu-of property tax. The total rate on leasehold tax is 12.84%. Cities and counties can collectively levy up to 6% of this total. The maximum county and city rates are 6% and 4%, respectively, and the county must give a credit for any city tax. Therefore, if a city is levying its 4%, the county receives only 2%. The City receives around $2,500 a year from this tax and uses it for general operations purposes.

**FRANCHISE FEE**
Franchise fees are charges levied on private utilities for their use of City streets and other public properties to place utility infrastructure and to recoup City costs of administering franchise agreements. The franchise fees on light, natural gas, and telephone utilities are limited by statute to the actual administrative expenses incurred by the City directly related to receiving and approving permits, licenses, or franchisees. Cable TV franchise fees are governed by the Federal Cable Communications Policy Act of 1994 and are negotiated with cable companies for an amount not to exceed 5% of gross revenues, which is the primary source of the City's franchise fee revenue. The table below shows past and projected cable franchise fees. Revenue is projected to grow by slightly above inflation to reflect rate increases.

| Year | Franchise | %Change |
|---|---|---|
| 2002 Actual | $ 616,668 | 4.2% |
| 2003 Actual | $ 671,975 | 9.0% |
| 2004 Actual | $ 700,714 | 4.3% |
| 2005 Actual | $ 787,639 | 12.4% |
| 2006 Est. | $ 815,206 | 3.5% |
| 2007 Proj | $ 843,739 | 3.5% |
| 2008 Proj | $ 873,269 | 3.5% |
| 2009 Proj | $ 903,834 | 3.5% |
| 2010 Proj | $ 935,468 | 3.5% |
| 2011 Proj | $ 968,209 | 3.5% |
| 2012 Proj | $ 1,002,097 | 3.5% |




## INTERGOVERNMENTAL REVENUES

Intergovernmental revenues include state-shared revenue and governmental grants. The state-shared revenues are from taxes and fees collected by the State and disbursed to municipalities based on population or other criteria. In the past, the primary source of these shared revenues were the motor vehicle excise tax (MVET), camper excise tax, fuel tax (tax on gasoline consumption), liquor sales profit and excise tax, and vehicle registration fees. This resource once provided 14% of the City's operational funds, but has decreased to less than 7%, mainly due to the elimination of the MVET and the King County vehicle license fee. The remaining intergovernmental revenues are fuel taxes, liquor tax and profit, and the criminal justice distribution.

## SERVICES AND CHARGES

The charge for services is revenues generated from services provided to the general public (including recreation fees, building permit, land use fee, and surface water fees). This source is projected to generate $5.7 million each year.

**SURFACE WATER MANAGEMENT FEES**

The Surface Water Management (SWM) fund manages surface water run-off accounts for the City's only utility operation. The fees are based on the impervious surface area, including right-of-way. Single-family households pay a fixed rate per household amount. The projected SWM fees for 2007/2008 are $3.5 million per year. Currently about 2/3 of surface water management fees are used for operating purposes, with the remaining 1/3 transferred to capital projects. Due to increased regulatory requirements in water quality and environmental protection, the portion of revenue needed for operations is expected to increase, with less available for capital. Rate adjustments will be inevitable in order to continue the pay-as-you-go capital financing strategy.

**RECREATION FEES**

Overall, recreation revenues are projected at $1.9 million for 2007 and $2.3 million for 2008. This is a substantial increase from past years due to the addition of the new community center which is scheduled to open in March 2007. The operation in 2007 reflects nine months of the new center's revenue. The portion of the fees will continue to be accounted in the General Fund would be those from general recreation classes, athletic programs, and league and field rentals conducted outside of the new community center with those programs conducted in the new community center considered the new center's revenue.

| Year | GF | NCC | total |
|---|---|---|---|
| 2002 Actual | $ 644,124 | NA | $ 644,124 |
| 2003 Actual | $ 752,002 | NA | $ 752,002 |
| 2004 Actual | $ 840,728 | NA | $ 840,728 |
| 2005 Actual | $ 829,644 | NA | $ 829,644 |
| 2006 Est. | $ 778,370 | NA | $ 778,370 |
| 2007 Proj | $ 629,810 | 1,281,937 | $ 1,911,747 |
| 2008 Proj | $ 640,915 | 1,663,407 | $ 2,304,322 |
| 2009 Proj | $ 640,915 | 1,685,251 | $ 2,326,166 |
| 2010 Proj | $ 640,915 | 1,710,530 | $ 2,351,445 |
| 2011 Proj | $ 640,915 | 1,736,188 | $ 2,377,103 |
| 2012 Proj | $ 640,915 | 1,762,231 | $ 2,403,146 |

The facility rentals at the Dumas Bay Centre and Knutzen Family Theatre are projected at $588k and $600k for 2007 and 2008, respectively. These revenues are expected to grow at around 2% per year. In addition to the facility rental charges, the Theatre operation also receives a $125k utility tax subsidy in 2007. This subsidy is projected to increase by 3% per year to offset projected operating cost increases.

**DEVELOPMENT FEES**

This category consists of revenue-generated development and construction-related licenses, permits, and fees. The 2007/2008 baseline projection on development and permit fees total $2.2 million, which is below the 2006 year-end estimate. This is primarily due to higher than normal 2005/2006 activities we do not believe can be sustained.

| Year | Building & Plan Ck | Land Use | PW Permit (St Fund) | Inspection (St Fund) | total | % change |
|---|---|---|---|---|---|---|
| 2002 Actual | $ 1,283,103 | 81,832 | 88,995 | 93,791 | $ 1,547,721 | 9% |
| 2003 Actual | $ 1,206,393 | 117,683 | 96,332 | 62,116 | $ 1,482,524 | -4% |
| 2004 Actual | $ 1,289,201 | 135,228 | 245,575 | 93,791 | $ 1,763,795 | 19% |
| 2005 Actual | $ 2,608,100 | 248,463 | 284,490 | 62,116 | $ 3,203,169 | 82% |
| 2006 Est. | $ 2,000,600 | 162,000 | 300,785 | 94,416 | $ 2,557,801 | -20% |
| 2007 Proj | $ 1,553,100 | 162,000 | 380,719 | 95,000 | $ 2,190,819 | -14% |
| 2008 Proj | $ 1,591,100 | 162,000 | 388,399 | 95,000 | $ 2,236,499 | 2% |
| 2009 Proj | $ 1,638,833 | 164,430 | 394,225 | 95,000 | $ 2,292,488 | 3% |
| 2010 Proj | $ 1,687,998 | 166,896 | 400,138 | 95,000 | $ 2,350,032 | 3% |
| 2011 Proj | $ 1,738,638 | 169,400 | 406,140 | 95,000 | $ 2,409,178 | 3% |
| 2012 Proj | $ 1,790,797 | 171,941 | 412,232 | 95,000 | $ 2,469,970 | 3% |

The city's policy is to adjust permit and development fees annually by the rate of inflation to avoid sudden, large fee increases. The adopted revenues for 2007 and 2008 includes a inflationary fee adjustments of 3.5% and 3% respectively.

## MISCELLANEOUS REVENUES

### FINES AND FORFEITS

The City began operating its municipal court in January 2000. The 2006 year-end estimate for fines and forfeitures is $896 thousand and is 2.3% above 2005's actual revenues.

### OTHER MISCELLANEOUS

Miscellaneous revenues include interest income, cellular tower site leases, passport processing fees, etc. Most of the investment earnings are in reserve accounts, debt service prefunding reserves, and capital project funds.

CITY OF
Federal Way

**LONG RANGE FINANCIAL PLAN**

| *OPERATING BUDGET/ACTUAL* | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Projected |
|---|---|---|---|---|---|
| **GENERAL FUND (001)** | | | | -1.64% | 7.20% |
| *REVENUES:* | | | | | |
| Property Tax | $ 8,121,088 | $ 8,442,168 | $ 8,443,000 | $ 8,692,174 | $ 8,692,174 |
| Local Sales Tax | 10,546,218 | 11,305,537 | 11,010,000 | 11,120,000 | 12,120,000 |
| Criminal Justice Sales Tax | 1,648,046 | 1,817,981 | 1,757,000 | 1,877,000 | 1,945,240 |
| Gambling Tax | 1,444,132 | 1,501,065 | 1,265,000 | 1,415,000 | 1,250,000 |
| Leasehold Excise Tax | 19,292 | 2,026 | 2,500 | 2,500 | 2,026 |
| Liquor Excise Tax | 328,195 | 353,967 | 337,000 | 354,600 | 354,600 |
| Liquor Profits Tax | 605,243 | 607,100 | 580,000 | 606,400 | 606,400 |
| Criminal Justice | 118,391 | 79,907 | 262,000 | 108,000 | 81,106 |
| DUI Impact Cities | 14,089 | 14,469 | 15,000 | 15,000 | 14,469 |
| Franchise Fees | 700,714 | 787,639 | 673,000 | 733,000 | 815,206 |
| Licenses | 177,750 | 233,303 | 210,517 | 210,517 | 233,518 |
| Building Permits | 830,867 | 1,630,697 | 680,000 | 818,500 | 1,455,000 |
| Electrical Permits | 134,787 | 268,800 | 144,000 | 144,000 | 250,000 |
| Fines & Forfeits | 1,242,027 | 875,986 | 1,318,000 | 976,000 | 896,000 |
| Zoning Fees | 135,228 | 248,463 | 162,000 | 162,000 | 162,000 |
| Plan Check Fees | 458,334 | 977,403 | 476,400 | 528,900 | 545,600 |
| Security & Protection | 575,860 | 910,488 | 649,190 | 649,190 | 613,500 |
| Recreation Fees | 648,384 | 632,994 | 666,335 | 666,335 | 600,670 |
| Recreation Fees -- Pool Operating revenue | 192,344 | 196,650 | 208,000 | 208,000 | 177,700 |
| Interest Earnings | 96,284 | 238,696 | 116,000 | 176,000 | 340,000 |
| Traffic School | 235,586 | 184,877 | 285,000 | 285,000 | 185,000 |
| Miscellaneous | 230,597 | 260,501 | 257,700 | 267,700 | 257,700 |
| Admin/Cash Mgmt fee for SWM/SW/DS/UT | 541,495 | 552,000 | 560,000 | 560,000 | 560,000 |
| Trfr In Utility Tax - Cel Pk& Camp K M & O | 231,843 | 238,798 | 245,962 | 295,962 | 296,000 |
| Trfr In Utility Tax - CC/SC/Pool M & O | 283,910 | 314,000 | 319,000 | 319,000 | 319,000 |
| Trfr In Utility Tax - Comm events/Arts/Cultur. Svsc | - | 93,750 | 93,750 | 93,750 | 93,750 |
| Trfr In Utility Tax - Public Safety | - | 625,000 | 625,000 | 625,000 | 625,000 |
| Trfr In Utility Tax - 2007 Base-line Support | - | - | - | - | - |
| Trfr In Utility Tax - Voters Package | - | - | - | - | - |
| Subtotal Operating Revenues | $ 29,560,704 | $ 33,394,265 | $ 31,361,354 | $ 31,909,528 | $ 33,491,659 |
| % Change of Operating Revenues | | | | | 0.29% |
| *EXPENDITURES:* | | | | | |
| City Council | $ 271,346 | $ 281,354 | $ 281,590 | $ 287,316 | $ 305,314 |
| City Manager | 546,644 | 716,067 | 502,157 | 753,147 | 750,811 |
| Economic Development | 135,412 | 130,684 | 118,622 | 118,643 | 114,758 |
| Municipal Court | 1,388,714 | 969,612 | 1,458,884 | 1,149,743 | 1,151,009 |
| Criminal Prosecution/Public Defense | 579,862 | 336,274 | 613,443 | 363,638 | 363,638 |
| Civil Legal Services | 603,617 | 618,675 | 715,403 | 719,128 | 719,938 |
| Management Services | 1,866,577 | 1,674,185 | 1,660,771 | 1,673,864 | 1,799,620 |
| Community Development | 2,608,440 | 2,547,894 | 2,725,491 | 2,744,064 | 2,756,084 |
| Human Services Organizations | 385,549 | 384,322 | 400,000 | 400,000 | 400,000 |
| Jail Services | 1,211,530 | 1,400,636 | 1,384,060 | 1,384,060 | 1,484,060 |
| 911 Dispatch (in PS prior to 1997) | 1,078,573 | 1,148,953 | 1,028,483 | 1,208,483 | 1,208,483 |
| Police Services | 14,437,794 | 14,269,565 | 15,017,727 | 15,335,042 | 15,389,411 |
| Parks, Recr & Cultural Svcs | 3,287,162 | 3,204,536 | 3,203,361 | 3,276,215 | 3,252,139 |
| Arts Commission | 45,200 | 93,750 | 93,750 | 93,750 | 93,750 |
| Kenneth J Pool/Community Center | 392,665 | 407,910 | 527,000 | 425,514 | 415,657 |
| Transfer Out - Public Works | 1,696,139 | 1,699,669 | 1,877,960 | 1,913,686 | 1,772,670 |
| *1-Time Prog* | - | - | - | - | - |
| Internal Svs Fund Unallocated Cr/Rsverses | - | - | (41,607) | - | - |
| Salary/Benefit Cost (Saving) | - | - | (188,448) | - | - |
| Pension Contribution, projected increase | - | - | - | - | |
| Subtotal Operating Expenditures | $ 30,535,224 | $ 29,884,086 | $ 31,378,647 | $ 31,846,293 | $ 31,977,342 |
| *OPERATING INCOME (LOSS)* | $ (974,520) | $ 3,510,179 | $ (17,293) | $ 63,235 | $ 1,514,317 |
| % Change of Operating Expenditures | | | | | 7.00% |

**LONG RANGE FINANCIAL PLAN**

| 2007 Adopted | 2008 Adopted | 2009 Projected | 2010 Projected | 2011 Projected | 2012 Projected | *OPERATING BUDGET/ACTUAL* |
|---|---|---|---|---|---|---|
| | | 3.00% | 3.00% | 3.00% | 3.00% | **GENERAL FUND (001)** |
| | | | | | | *REVENUES:* |
| $ 8,865,097 | $ 8,992,267 | $ 9,127,151 | $ 9,264,058 | $ 9,403,019 | $ 9,544,064 | Property Tax |
| 11,782,071 | 12,194,443 | 12,560,276 | 12,937,085 | 13,325,197 | 13,724,953 | Local Sales Tax |
| 2,042,502 | 2,171,762 | 2,258,632 | 2,348,978 | 2,442,937 | 2,540,654 | Criminal Justice Sales Tax |
| 1,200,000 | 1,200,000 | 1,200,000 | 1,200,000 | 1,200,000 | 1,200,000 | Gambling Tax |
| 2,026 | 2,026 | 2,026 | 2,026 | 2,026 | 2,026 | Leasehold Excise Tax |
| 355,000 | 355,000 | 363,875 | 372,972 | 382,296 | 391,854 | Liquor Excise Tax |
| 610,000 | 610,000 | 625,250 | 640,881 | 656,903 | 673,326 | Liquor Profits Tax |
| 82,322 | 83,557 | 84,810 | 86,083 | 87,374 | 88,684 | Criminal Justice |
| 14,469 | 14,469 | 14,469 | 14,469 | 14,469 | 14,469 | DUI Impact Cities |
| 843,739 | 873,269 | 903,834 | 935,468 | 968,209 | 1,002,097 | Franchise Fees |
| 260,518 | 260,518 | 260,518 | 260,518 | 260,518 | 260,518 | Licenses |
| 972,500 | 1,001,500 | 1,031,545 | 1,062,491 | 1,094,366 | 1,127,197 | Building Permits |
| 144,000 | 144,000 | 148,320 | 152,770 | 157,353 | 162,073 | Electrical Permits |
| 917,535 | 918,825 | 918,825 | 918,825 | 918,825 | 918,825 | Fines & Forfeits |
| 162,000 | 162,000 | 164,430 | 166,896 | 169,400 | 171,941 | Zoning Fees |
| 580,600 | 589,600 | 607,288 | 625,507 | 644,272 | 663,600 | Plan Check Fees |
| 789,000 | 808,946 | 808,946 | 808,946 | 808,946 | 808,946 | Security & Protection |
| 629,810 | 640,915 | 640,915 | 640,915 | 640,915 | 640,915 | Recreation Fees |
| - | - | - | - | - | - | Recreation Fees -- Pool Operating revenue |
| 294,023 | 294,023 | 294,023 | 294,023 | 294,023 | 294,023 | Interest Earnings |
| 205,000 | 205,000 | 209,100 | 213,282 | 217,548 | 221,899 | Traffic School |
| 260,430 | 263,088 | 263,088 | 263,088 | 263,088 | 263,088 | Miscellaneous |
| 642,399 | 675,695 | 695,966 | 716,845 | 738,350 | 760,501 | Admin/Cash Mgmt fee for SWM/SW/DS/UT |
| 420,800 | 438,000 | 500,940 | 515,968 | 531,447 | 547,391 | Trfr In Utility Tax - Cel Pk& Camp K M & O |
| - | - | - | - | - | - | Trfr In Utility Tax - CC/SC/Pool M & O |
| 106,000 | 108,000 | 153,000 | 157,590 | 162,318 | 167,187 | Trfr In Utility Tax - Comm events/Arts/Cultur. Svsc |
| 700,000 | 728,000 | 1,016,950 | 1,088,137 | 1,164,306 | 1,245,808 | Trfr In Utility Tax - Public Safety |
| 1,238,728 | 1,761,946 | 2,432,780 | 3,104,000 | 4,439,746 | 4,938,541 | Trfr In Utility Tax - 2007 Base-line Support |
| 1,837,500 | 2,548,000 | | | | | Trfr In Utility Tax - Voters Package |
| $ 35,958,069 | $ 38,044,850 | $ 37,286,958 | $ 38,791,820 | $ 40,987,852 | $ 42,374,579 | Subtotal Operating Revenues |
| | | 0 | 4.04% | 5.66% | 3.38% | % Change of Operating Revenues |
| | | | | | | *EXPENDITURES:* |
| $ 365,466 | $ 370,247 | $ 381,354 | $ 392,795 | $ 404,579 | $ 416,716 | City Council |
| 1,042,493 | 1,144,041 | 1,178,362 | 1,213,713 | 1,250,124 | 1,287,628 | City Manager |
| 200,581 | 206,673 | 212,873 | 219,259 | 225,837 | 232,612 | Economic Development |
| 1,347,637 | 1,446,661 | 1,518,994 | 1,594,944 | 1,674,691 | 1,758,426 | Municipal Court |
| 556,437 | 616,700 | 647,535 | 679,912 | 713,908 | 749,603 | Criminal Prosecution/Public Defense |
| 786,751 | 843,117 | 868,411 | 894,463 | 921,297 | 948,936 | Civil Legal Services |
| 1,917,828 | 2,001,826 | 2,061,881 | 2,123,737 | 2,187,449 | 2,253,073 | Management Services |
| 2,906,461 | 3,065,666 | 3,157,636 | 3,252,365 | 3,349,936 | 3,450,434 | Community Development |
| 430,000 | 430,000 | 430,000 | 430,000 | 430,000 | 430,000 | Human Services Organizations |
| 1,668,128 | 1,688,022 | 1,806,184 | 1,896,493 | 1,991,317 | 2,090,883 | Jail Services |
| 1,394,737 | 1,432,080 | 1,503,684 | 1,548,795 | 1,595,258 | 1,643,116 | 911 Dispatch (in PS prior to 1997) |
| 17,502,546 | 18,730,855 | 19,667,398 | 20,650,768 | 21,683,306 | 22,767,471 | Police Services |
| 3,550,091 | 3,672,364 | 3,782,535 | 3,896,011 | 4,012,891 | 4,133,278 | Parks, Recr & Cultural Svcs |
| 106,000 | 108,000 | 153,000 | 158,000 | 163,000 | 169,000 | Arts Commission |
| - | - | - | - | - | - | Kenneth J Pool/Community Center |
| 2,186,519 | 2,295,813 | 2,332,494 | 2,365,743 | 2,390,446 | 2,404,975 | Transfer Out - Public Works |
| - | - | - | - | - | - | *1-Time Prog* |
| - | - | - | - | - | - | Internal Svs Fund Unallocated Cr/Rsverses |
| - | - | - | - | - | - | Salary/Benefit Cost (Saving) |
| - | - | - | - | - | - | Pension Contribution, projected increase |
| $ 35,961,674 | $ 38,052,065 | $ 39,702,340 | $ 41,316,997 | $ 42,994,040 | $ 44,736,151 | Subtotal Operating Expenditures |
| $ (3,605) | $ (7,215) | $ (2,415,382) | $ (2,525,176) | $ (2,006,188) | $ (2,361,572) | *OPERATING INCOME (LOSS)* |
| | | 0 | 4.07% | 4.06% | 4.05% | % Change of Operating Expenditures |

**LONG RANGE FINANCIAL PLAN**

| *OPERATING BUDGET/ACTUAL* | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Projected |
|---|---|---|---|---|---|
| *OTHER FINANCING SOURCES:* | | | | | |
| Transfer- Projects | $ - | $ 13,000 | $ - | $ - | $ - |
| HS Donation | 48,678 | 8,778 | - | - | - |
| Transfer-In misc & other misc revenue | - | 72,964 | - | - | - |
| Transfer-In Public Works CIP | - | 40,551 | - | 55,450 | 55,450 |
| Transfer-In CDBG | 4,591 | - | - | - | - |
| Expedited Review Fees | 104,243 | 16,006 | - | - | - |
| COPS, LLEGB & COPS More Grant | 137,007 | 65,584 | - | 114,086 | 65,360 |
| Private Security - $25/hour | 43,544 | | - | - | - |
| Seizure Fund Revenues | 59,216 | 258,667 | 66,000 | 81,000 | 81,000 |
| Explorer & Police Donations | 25,142 | 50,887 | - | - | - |
| Grants | 40,500 | 103,125 | - | 35,225 | 48,887 |
| Subtotal Other Financing Sources | $ 462,921 | $ 629,562 | $ 66,000 | $ 285,761 | $ 250,697 |
| *OTHER FINANCING USES:* | | | | | |
| City Council - 1 time Exp | $ 35,339 | $ 62,783 | $ 41,605 | $ 122,001 | $ 122,001 |
| ACC/RCAA | - | - | - | - | - |
| City Manager - 1 time Exp | 130,392 | 137,035 | 98,993 | 155,081 | 161,048 |
| Muni-Court - 1 time Exp | 16,190 | 13,485 | - | 8,753 | 8,753 |
| Economic Development | - | 97,899 | - | 174,250 | 169,250 |
| Law - 1-time | 36,138 | 50,375 | 15,000 | 117,794 | 117,794 |
| MS - 1-time exp | 147,527 | 188,402 | 51,818 | 223,408 | 223,406 |
| Transfer-IS Funds | - | - | - | - | - |
| CD -1 time Exp | 235,951 | 89,353 | - | 410,718 | 495,691 |
| HS/Neigbhd 1-time | 135,556 | 110,384 | 59,722 | 130,963 | 130,963 |
| Park - 1 time exp | 179,635 | 244,868 | 40,000 | 312,357 | 312,249 |
| Arts Commission | 17,588 | - | - | 49,401 | 49,401 |
| PS 1-time Funded programs | 223,740 | 350,889 | - | 247,234 | 683,671 |
| Seizure Expenses | 301,936 | 74,064 | 66,000 | 343,910 | 344,610 |
| Transfer-CIP | 2,816,366 | 878,030 | - | - | - |
| Capital | 160,000 | - | - | - | - |
| CDBG Transfer | - | - | - | - | - |
| PW-1 time | 216,616 | - | 35,000 | 171,526 | 280,526 |
| Transfer - DBC Operating | - | - | - | - | - |
| Transfer PW-Capital | - | - | - | - | - |
| Video Arraignment | - | - | - | - | - |
| Capital-Community Center | - | 150,000 | - | - | - |
| One-time & Startup | - | - | - | - | - |
| NCH Balloon Payment | - | - | - | - | - |
| 1997 Bond Projects | - | - | - | - | - |
| Carry-Forward | - | - | - | - | - |
| Contingency * | - | - | - | 907,747 | - |
| Subtotal Other Financing Uses | $ 4,652,974 | $ 2,447,567 | $ 408,138 | $ 3,375,143 | $ 3,099,363 |
| | | | | | |
| Total Revenues and Other Sources | $ 30,023,625 | $ 34,023,827 | $ 31,427,354 | $ 32,195,289 | $ 33,742,356 |
| Total Expenditures and other Uses | $ 35,188,198 | $ 32,331,653 | $ 31,786,785 | $ 35,221,436 | $ 35,076,705 |
| | | | | | |
| Beginning Fund Balance: | $ 8,009,616 | $ 2,845,043 | $ 669,429 | $ 4,537,217 | $ 4,537,217 |
| Ending Fund Balance: | $ 2,845,043 | $ 4,537,217 | $ 309,996 | $ 1,511,070 | $ 3,202,868 |
| Reserved for: | | | | | |
| Grant Funds Loans | $ - | $ - | $ 10,000 | $ 10,000 | $ 10,000 |
| Reserve for new/Carry-Forward | - | 1,848,847 | - | - | |
| Next Years Bgt/Contingency | - | - | - | - | 2,485,256 |
| P3 | - | - | 300,000 | - | |
| Unreserved | 2,845,043 | 2,688,370 | (4) | 1,501,070 | 707,612 |

**LONG RANGE FINANCIAL PLAN**

| 2007 Adopted | 2008 Adopted | 2009 Projected | 2010 Projected | 2011 Projected | 2012 Projected | *OPERATING BUDGET/ACTUAL* |
|---|---|---|---|---|---|---|
| | | | | | | *OTHER FINANCING SOURCES:* |
| $ - | $ - | $ - | $ - | $ - | $ - | Transfer- Projects |
| - | - | - | - | - | - | HS Donation |
| 102,500 | 2,500 | - | - | - | - | Transfer-In misc & other misc revenue |
| - | - | - | - | - | - | Transfer-In Public Works CIP |
| - | - | - | - | - | - | Transfer-In CDBG |
| - | - | - | - | - | - | Expedited Review Fees |
| - | - | - | - | - | - | COPS, LLEGB & COPS More Grant |
| - | - | - | - | - | - | Private Security - $25/hour |
| 61,066 | - | - | - | - | - | Seizure Fund Revenues |
| - | - | - | - | - | - | Explorer & Police Donations |
| - | - | - | - | - | - | Grants |
| $ 163,566 | $ 2,500 | $ - | $ - | $ - | $ - | Subtotal Other Financing Sources |
| | | | | | | *OTHER FINANCING USES:* |
| $ - | $ - | $ - | $ - | $ - | $ - | City Council - 1 time Exp |
| - | - | - | - | - | - | ACC/RCAA |
| 18,487 | 30,826 | - | - | - | - | City Manager - 1 time Exp |
| 6,868 | 2,813 | - | - | - | - | Muni-Court - 1 time Exp |
| 114,063 | 5,000 | - | - | - | - | Economic Development |
| 18,389 | 1,647 | - | - | - | - | Law - 1-time |
| 160,138 | 36,093 | - | - | - | - | MS - 1-time exp |
| - | - | - | - | - | - | Transfer-IS Funds |
| 20,052 | 8,008 | - | - | - | - | CD -1 time Exp |
| 35,117 | 35,516 | - | - | - | - | HS/Neigbhd 1-time |
| 142,620 | 21,672 | - | - | - | - | Park - 1 time exp |
| 10,000 | 10,000 | - | - | - | - | Arts Commission |
| 436,135 | 26,734 | - | - | - | - | PS 1-time Funded programs |
| - | - | - | - | - | - | Seizure Expenses |
| - | - | - | - | - | - | Transfer-CIP |
| - | - | - | - | - | - | Capital |
| - | - | - | - | - | - | CDBG Transfer |
| 90,020 | - | - | - | - | - | PW-1 time |
| - | - | - | - | - | - | Transfer - DBC Operating |
| - | - | - | - | - | - | Transfer PW-Capital |
| - | - | - | - | - | - | Video Arraignment |
| 30,000 | - | - | - | - | - | Capital-Community Center |
| - | - | - | - | - | - | One-time & Startup |
| 1,000,000 | - | - | - | - | - | NCH Balloon Payment |
| - | - | - | - | - | - | 1997 Bond Projects |
| - | - | - | - | - | - | Carry-Forward |
| 1,014,266 | - | - | - | - | - | Contingency * |
| $ 3,096,155 | $ 178,309 | $ - | $ - | $ - | $ - | Subtotal Other Financing Uses |
| | | | | | | |
| $ 36,121,635 | $ 38,047,350 | $ 37,286,958 | $ 38,791,820 | $ 40,987,852 | $ 42,374,579 | Total Revenues and Other Sources |
| $ 39,057,829 | $ 38,230,374 | $ 39,702,340 | $ 41,316,997 | $ 42,994,040 | $ 44,736,151 | Total Expenditures and other Uses |
| | | | | | | |
| $ 3,202,868 | $ 266,669 | $ 83,645 | $ (2,331,737) | $ (4,856,913) | $ (6,863,102) | Beginning Fund Balance: |
| $ 266,669 | $ 83,645 | $ (2,331,737) | $ (4,856,913) | $ (6,863,102) | $ (9,224,674) | Ending Fund Balance: |
| | | | | | | Reserved for: |
| $ 10,000 | $ 10,000 | $ 10,000 | $ 10,000 | $ 10,000 | $ 10,000 | Grant Funds Loans |
| - | - | - | - | - | - | Reserve for new/Carry-Forward |
| 380,478 | - | - | - | - | - | Next Years Bgt/Contingency |
| - | - | - | - | - | - | P3 |
| (129,653) | (129,653) | (2,341,737) | (4,866,913) | (6,873,102) | (9,234,674) | Unreserved |

**LONG RANGE FINANCIAL PLAN**

| *OPERATING BUDGET/ACTUAL* | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Projected |
|---|---|---|---|---|---|
| **STREET FUND (101)** | | | | | |
| *REVENUES:* | | | | | |
| Motor Fuel Tax | $ 1,165,691 | $ 1,193,003 | $ 1,203,000 | $ 1,203,000 | $ 1,195,619 |
| ROW Permits & Miscellaneous | 90,302 | 101,341 | 73,000 | 73,000 | 92,559 |
| Plan Review Fees | 155,273 | 183,149 | 158,000 | 158,000 | 208,226 |
| PW Inspection | 93,791 | 62,116 | 139,000 | 139,000 | 94,416 |
| Misc. & Transfer in | - | 28,338 | - | - | 2,891 |
| Street Light Impv District | - | 1,852 | - | - | 2,146 |
| Transfer In - Utility Tax Fund | 182,853 | 285,900 | 310,300 | 310,300 | 310,300 |
| Interest Earnings | 19,093 | 39,247 | 12,000 | 12,000 | 70,408 |
| EM Contribution | - | - | - | 21,000 | 21,000 |
| Subtotal Operating Revenues | $ 1,707,003 | $ 1,894,946 | $ 1,895,300 | $ 1,916,300 | $ 1,997,565 |
| *EXPENDITURES:* | | | | | |
| Administrative Services | $ 398,338 | $ 399,202 | $ 418,655 | $ 421,125 | $ 418,132 |
| Development Services | 520,842 | 501,230 | 520,946 | 527,609 | 526,585 |
| Emergency Management | - | - | 7,000 | 118,000 | 126,072 |
| Traffic Services | 1,319,273 | 1,257,235 | 1,358,078 | 1,363,224 | 1,361,657 |
| Commute Trip/move from 1-time 07 | - | - | - | - | - |
| Street Systems | 1,268,980 | 1,269,818 | 1,487,330 | 1,508,503 | 1,446,265 |
| Subtotal Operating Expenditures | $ 3,507,433 | $ 3,427,485 | $ 3,792,009 | $ 3,938,461 | $ 3,878,711 |
| *OPERATING INCOME (LOSS)* | $ (1,800,430) | $ (1,532,539) | $ (1,896,709) | $ (2,022,161) | $ (1,881,146) |
| *OTHER FINANCING SOURCES:* | | | | | |
| Transfer-In General Fund | $ 1,912,755 | $ 1,707,669 | $ 1,912,960 | $ 2,085,212 | $ 2,053,196 |
| Transfer-In - 1-time | 2,770 | - | - | - | - |
| Project Specific Revenues/Grants | 65,406 | 132,848 | - | 17,461 | 17,461 |
| Expedited Plan Review Fees | - | - | - | - | - |
| Subtotal Other Financing Sources | $ 1,980,931 | $ 1,840,517 | $ 1,912,960 | $ 2,102,673 | $ 2,070,657 |
| *OTHER FINANCING USES:* | | | | | |
| Street 1-time Expenditure | $ 57,771 | $ 54,364 | $ 16,250 | $ 46,250 | $ 46,250 |
| Traffic 1-time Expenditure | 94,656 | 48,724 | - | 49,872 | 158,872 |
| Development Svsc 1-Time Expenditure | - | 82,427 | - | - | - |
| EOC | 28,076 | 31,448 | - | 75,404 | 75,404 |
| Subtotal Other Financing Uses | $ 180,503 | $ 216,963 | $ 16,250 | $ 171,526 | $ 280,526 |
| | | | | - | |
| Total Revenues and Other Sources | $ 3,687,934 | $ 3,735,463 | $ 3,808,260 | $ 4,018,973 | $ 4,068,222 |
| Total Expenditures and Other Uses | $ 3,687,936 | $ 3,644,448 | $ 3,808,259 | $ 4,109,987 | $ 4,159,237 |
| Beginning Fund Balance: | $ 100,002 | $ 100,000 | $ 99,999 | $ 191,015 | $ 191,015 |
| Ending Fund Balance: | $ 100,000 | $ 191,015 | $ 100,000 | $ 100,001 | $ 100,000 |
| **ARTERIAL STREET FUND (102)** | | | | | |
| *REVENUES:* | | | | | |
| Motor Fuel Tax | $ 545,040 | $ 555,935 | $ 608,894 | $ 608,894 | $ 608,894 |
| Other | - | 67,111 | - | - | - |
| Transfer In - Utility Tax | 1,193,804 | 890,626 | 890,625 | 890,625 | 890,625 |
| Transfer In - REET | - | - | - | - | - |
| Interest Earnings | 2,455 | 13,434 | 3,000 | 3,000 | 3,000 |
| Total Revenues | $ 1,741,299 | $ 1,527,106 | $ 1,502,519 | $ 1,502,519 | $ 1,502,519 |
| *EXPENDITURES:* | | | | | |
| Direct Cost of Personnel | $ 129,606 | $ 142,368 | $ 156,296 | $ 156,296 | $ 156,296 |
| Admin Fee | 72,062 | 73,229 | 74,318 | 74,318 | 74,318 |
| Street Resurfacing/Emergencies | 983,097 | 1,280,268 | 1,271,905 | 1,369,178 | 1,369,178 |
| Subtotal Operating Expenditures | $ 1,184,765 | $ 1,495,865 | $ 1,502,519 | $ 1,599,792 | $ 1,599,792 |
| *OPERATING INCOME (LOSS)* | $ 556,534 | $ 31,241 | $ - | $ (97,273) | $ (97,273) |
| *OTHER FINANCING SOURCES:* | | | | | |
| Project Specific Revenues | $ 84,750 | $ - | $ - | $ - | $ - |
| Subtotal Other Financing Sources | $ 84,750 | $ - | $ - | $ - | $ - |
| *OTHER FINANCING USES:* | | | | | |
| Capital Expenditures/Carry Forward | $ - | $ - | $ - | $ - | $ - |
| Transfer Out - CIP/Street Funds | 1,059,000 | - | - | - | - |
| Subtotal Other Financing Uses | $ 1,059,000 | $ - | $ - | $ - | $ - |
| Total Revenues and Other Sources | $ 1,826,049 | $ 1,527,106 | $ 1,502,519 | $ 1,502,519 | $ 1,502,519 |
| Total Expenditures & Other Uses | $ 2,243,765 | $ 1,495,865 | $ 1,502,519 | $ 1,599,792 | $ 1,599,792 |
| Beginning Fund Balance: | $ 483,748 | $ 66,032 | $ - | $ 97,273 | $ 97,273 |
| Ending Fund Balance: | $ 66,032 | $ 97,273 | $ - | $ 0 | $ 0 |

**LONG RANGE FINANCIAL PLAN**

| 2007 Adopted | 2008 Adopted | 2009 Projected | 2010 Projected | 2011 Projected | 2012 Projected | *OPERATING BUDGET/ACTUAL* |
|---|---|---|---|---|---|---|
| | | | | | | **STREET FUND (101)** |
| | | | | | | *REVENUES:* |
| $ 1,195,000 | $ 1,195,000 | $ 1,195,000 | $ 1,195,000 | $ 1,195,000 | $ 1,195,000 | Motor Fuel Tax |
| 225,719 | 233,399 | 236,900 | 240,453 | 244,060 | 247,721 | ROW Permits & Miscellaneous |
| 155,000 | 155,000 | 157,325 | 159,685 | 162,080 | 164,511 | Plan Review Fees |
| 95,000 | 95,000 | 95,000 | 95,000 | 95,000 | 95,000 | PW Inspection |
| 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | Misc. & Transfer in |
| - | - | - | - | - | - | Street Light Impv District |
| 376,366 | 437,606 | 503,247 | 578,734 | 665,544 | 765,376 | Transfer In - Utility Tax Fund |
| 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | Interest Earnings |
| 21,000 | 21,000 | 21,000 | 21,000 | 21,000 | 21,000 | EM Contribution |
| $ 2,113,085 | $ 2,182,005 | $ 2,253,472 | $ 2,334,872 | $ 2,427,684 | $ 2,533,609 | Subtotal Operating Revenues |
| | | | | | | *EXPENDITURES:* |
| $ 428,782 | $ 444,867 | $ 455,989 | $ 467,389 | $ 479,073 | $ 491,050 | Administrative Services |
| 526,131 | 553,068 | 566,895 | 581,067 | 595,594 | 610,484 | Development Services |
| 142,751 | 152,706 | 156,524 | 160,437 | 164,448 | 168,559 | Emergency Management |
| 1,592,273 | 1,633,564 | 1,674,403 | 1,716,263 | 1,759,170 | 1,803,149 | Traffic Services |
| 10,880 | 11,760 | 12,054 | 12,355 | 12,664 | 12,981 | Commute Trip/move from 1-time 07 |
| 1,597,942 | 1,678,148 | 1,720,102 | 1,763,105 | 1,807,182 | 1,852,362 | Street Systems |
| $ 4,298,758 | $ 4,474,113 | $ 4,585,966 | $ 4,700,615 | $ 4,818,131 | $ 4,938,584 | Subtotal Operating Expenditures |
| $ (2,185,673) | $ (2,292,108) | $ (2,332,494) | $ (2,365,743) | $ (2,390,446) | $ (2,404,975) | *OPERATING INCOME (LOSS)* |
| | | | | | | *OTHER FINANCING SOURCES:* |
| $ 2,186,519 | $ 2,295,813 | $ 2,332,494 | $ 2,365,743 | $ 2,390,446 | $ 2,404,975 | Transfer-In General Fund |
| 90,020 | - | | | | | Transfer-In - 1-time |
| - | - | - | - | - | - | Project Specific Revenues/Grants |
| - | - | - | - | - | - | Expedited Plan Review Fees |
| $ 2,276,539 | $ 2,295,813 | $ 2,332,494 | $ 2,365,743 | $ 2,390,446 | $ 2,404,975 | Subtotal Other Financing Sources |
| | | | | | | *OTHER FINANCING USES:* |
| $ - | $ - | $ - | $ - | $ - | $ - | Street 1-time Expenditure |
| 13,866 | 3,705 | 3,705 | 7,410 | 11,115 | 18,525 | Traffic 1-time Expenditure |
| - | - | - | - | - | - | Development Svsc 1-Time Expenditure |
| 77,000 | - | - | - | - | - | EOC |
| $ 90,866 | $ 3,705 | $ 3,705 | $ 7,410 | $ 11,115 | $ 18,525 | Subtotal Other Financing Uses |
| $ 4,389,624 | $ 4,477,818 | $ 4,585,966 | $ 4,700,615 | $ 4,818,131 | $ 4,938,584 | Total Revenues and Other Sources |
| $ 4,389,624 | $ 4,477,818 | $ 4,589,671 | $ 4,708,025 | $ 4,829,246 | $ 4,957,109 | Total Expenditures and Other Uses |
| $ 100,000 | $ 100,000 | $ 100,000 | $ 96,295 | $ 88,885 | $ 77,770 | Beginning Fund Balance: |
| $ 100,000 | $ 100,000 | $ 96,295 | $ 88,885 | $ 77,770 | $ 59,245 | Ending Fund Balance: |
| | | | | | | **ARTERIAL STREET FUND (102)** |
| | | | | | | *REVENUES:* |
| $ 550,000 | $ 550,000 | $ 550,000 | $ 550,000 | $ 550,000 | $ 550,000 | Motor Fuel Tax |
| 84,000 | 84,000 | - | - | - | - | Other |
| 1,400,000 | 1,400,000 | 1,783,901 | 1,604,941 | 1,669,139 | 1,735,904 | Transfer In - Utility Tax |
| - | - | 200,000 | 400,000 | 400,000 | 400,000 | Transfer In - REET |
| 5,000 | 5,000 | - | - | - | - | Interest Earnings |
| $ 2,039,000 | $ 2,039,000 | $ 2,533,901 | $ 2,554,941 | $ 2,619,139 | $ 2,685,904 | Total Revenues |
| | | | | | | *EXPENDITURES:* |
| $ 161,954 | $ 169,466 | $ 172,855 | $ 176,312 | $ 179,838 | $ 183,435 | Direct Cost of Personnel |
| 75,804 | 77,320 | 78,866 | 80,443 | 82,052 | 83,693 | Admin Fee |
| 1,786,136 | 1,777,108 | 2,282,180 | 2,298,186 | 2,357,249 | 2,418,776 | Street Resurfacing/Emergencies |
| $ 2,023,894 | $ 2,023,894 | $ 2,533,901 | $ 2,554,941 | $ 2,619,139 | $ 2,685,904 | Subtotal Operating Expenditures |
| $ 15,106 | $ 15,106 | $ - | $ - | $ - | $ - | *OPERATING INCOME (LOSS)* |
| | | | | | | *OTHER FINANCING SOURCES:* |
| $ - | $ - | $ - | $ - | $ - | $ - | Project Specific Revenues |
| $ - | $ - | $ - | $ - | $ - | $ - | Subtotal Other Financing Sources |
| | | | | | | *OTHER FINANCING USES:* |
| $ - | $ - | $ - | $ - | $ - | $ - | Capital Expenditures/Carry Forward |
| - | - | - | - | - | - | Transfer Out - CIP/Street Funds |
| $ - | $ - | $ - | $ - | $ - | $ - | Subtotal Other Financing Uses |
| $ 2,039,000 | $ 2,039,000 | $ 2,533,901 | $ 2,554,941 | $ 2,619,139 | $ 2,685,904 | Total Revenues and Other Sources |
| $ 2,023,894 | $ 2,023,894 | $ 2,533,901 | $ 2,554,941 | $ 2,619,139 | $ 2,685,904 | Total Expenditures & Other Uses |
| $ 0 | $ 15,106 | $ 30,212 | $ 30,212 | $ 30,212 | $ 30,212 | Beginning Fund Balance: |
| $ 15,106 | $ 30,212 | $ 30,212 | $ 30,212 | $ 30,212 | $ 30,212 | Ending Fund Balance: |

**LONG RANGE FINANCIAL PLAN**

| *OPERATING BUDGET/ACTUAL* | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Projected |
|---|---|---|---|---|---|
| **UTILITY TAX FUND (103)** | | | | | |
| *REVENUES:* | | | | | |
| Utility Tax - Electric | $ 2,440,320 | $ 2,670,723 | $ 2,463,000 | $ 2,793,429 | $ 2,794,000 |
| Utility Tax - Gas | 1,081,427 | 1,358,412 | 1,080,000 | 1,223,185 | 1,550,000 |
| Utility Tax - Solid Waste | 515,528 | 536,267 | 521,000 | 521,000 | 544,300 |
| Utility Tax - Cable | 819,019 | 873,141 | 789,000 | 893,636 | 886,000 |
| Utility Tax - Phone | 1,013,371 | 986,617 | 1,139,000 | 1,139,000 | 853,500 |
| Utility Tax - Pager | 3,364 | 1,776 | 4,000 | 4,000 | - |
| Utility Tax - Cellular | 1,498,875 | 1,681,722 | 1,419,000 | 1,611,750 | 1,765,000 |
| Utility Tax - Storm Drainage | 187,945 | 191,027 | 197,000 | 197,000 | 191,000 |
| Rebate | (5,270) | (7,165) | (9,502) | (9,502) | (9,500) |
| Interest Earnings | 6,835 | 54,030 | 37,000 | 37,000 | 50,000 |
| Subtotal Operating Revenues | $ 7,561,414 | $ 8,346,550 | $ 7,639,498 | $ 8,410,498 | $ 8,624,300 |
| *EXPENDITURES:* | | | | - | |
| Trnsf to - Debt Service 95/6/7 GO | $ 4,350,659 | $ 3,282,630 | $ 2,972,266 | $ 2,972,266 | $ 2,972,266 |
| Trnsf to - Community Center/Sr Center DS | 872,267 | 920,000 | 913,595 | 913,595 | 913,595 |
| Trnsf to - Transportation CIP --PAYG | | 890,625 | 890,625 | 890,625 | 890,625 |
| Trnsf to - Overlays | 1,193,804 | 890,625 | 890,625 | 890,625 | 890,625 |
| Trnsf to - General Fund - admin fee | 53,561 | 54,429 | 55,237 | 55,237 | 55,237 |
| Trnsf to - Public Safety | | 625,000 | 625,000 | 625,000 | 625,000 |
| Trnsf to - Arts/Com Evnts/Cult Svcs | | 93,750 | 93,750 | 93,750 | 93,750 |
| Trnsf to - KJP/Community Center Opr | 283,910 | 314,000 | 319,000 | 319,000 | 319,000 |
| Trnsf to - CampK | | | | 350,000 | 350,000 |
| Trnsf to - Cel Pk | 231,843 | 238,798 | 245,962 | 245,962 | 245,962 |
| Trnsf to - New ST M&O | 182,853 | 285,900 | 310,300 | 310,300 | 310,300 |
| Trnsf to - KFT Operations | 100,000 | 118,869 | 100,000 | 121,840 | 121,840 |
| Trnsf to - New Parks M&O | | | | - | |
| Trnsf to - CityCenter | | 700,000 | | 421,000 | 421,000 |
| Trnsf to - DS Pay-off NCH mortgage | | | | - | - |
| Trnsf to - GF Operations | | | - | - | - |
| | | | | | |
| Total Expenditures | $ 7,268,897 | $ 8,414,626 | $ 7,416,360 | $ 8,209,200 | $ 8,209,200 |
| *OPERATING INCOME (LOSS)* | $ 292,517 | $ (68,076) | $ 223,138 | $ 201,298 | $ 415,100 |
| | | | | | |
| Beginning Fund Balance: | $ 803,061 | $ 1,095,578 | $ 746,259 | $ 1,027,502 | $ 1,027,502 |
| Ending Fund Balance: | $ 1,095,578 | $ 1,027,502 | $ 969,397 | $ 1,228,801 | $ 1,442,602 |
| **SOLID WASTE/RECYCLING (106)** | | | | | |
| *REVENUES:* | | | | | |
| Refuse Collection Fees | $ 165,289 | $ 165,950 | $ 170,217 | $ 170,217 | $ 170,217 |
| CPG & Other Grants | 85,626 | 170,957 | 133,000 | 123,280 | 123,280 |
| Interest Earnings | 1,489 | 1,807 | - | - | - |
| Total Revenues | $ 252,404 | $ 338,714 | $ 303,217 | $ 293,497 | $ 293,497 |
| *EXPENDITURES:* | - | | | | |
| Admin Expenditures | $ 226,059 | $ 221,875 | $ 242,313 | $ 242,850 | $ 242,699 |
| CPG Expenditures | 63,978 | 100,276 | 107,000 | 97,280 | 97,280 |
| Total Expenditures | $ 290,037 | $ 322,151 | $ 349,313 | $ 340,130 | $ 339,979 |
| *OPERATING INCOME (LOSS)* | $ (37,633) | $ 16,563 | $ (46,096) | $ (46,633) | $ (46,482) |
| *OTHER FINANCING SOURCES:* | | | | | |
| Transfer In - Street Fund | - | - | - | - | - |
| Subtotal Other Financing Sources | $ - | $ - | $ - | $ - | $ - |
| | | | | | |
| Total Revenues and Other Sources | $ 252,404 | $ 338,714 | $ 303,217 | $ 293,497 | $ 293,497 |
| Total Expenditures & Other Uses | $ 290,037 | $ 322,151 | $ 349,313 | $ 340,130 | $ 339,979 |
| | | | | | |
| Beginning Fund Balance: | $ 142,776 | $ 105,143 | $ 50,100 | $ 121,706 | $ 121,706 |
| Ending Fund Balance: | $ 105,143 | $ 121,706 | $ 4,004 | $ 75,073 | $ 75,224 |

**LONG RANGE FINANCIAL PLAN**

| 2007 Adopted | 2008 Adopted | 2009 Projected | 2010 Projected | 2011 Projected | 2012 Projected | *OPERATING BUDGET/ACTUAL* |
|---|---|---|---|---|---|---|
| | | | | | | **UTILITY TAX FUND (103)** |
| | | | | | | *REVENUES:* |
| $ 3,695,377 | $ 4,112,835 | $ 4,318,477 | $ 4,534,401 | $ 4,761,121 | $ 4,999,177 | Utility Tax - Electric |
| 2,016,656 | 2,234,083 | 2,345,788 | 2,463,077 | 2,586,231 | 2,715,542 | Utility Tax - Gas |
| 672,450 | 725,928 | 736,817 | 747,869 | 759,087 | 770,474 | Utility Tax - Solid Waste |
| 1,149,684 | 1,247,620 | 1,285,049 | 1,323,600 | 1,363,308 | 1,404,207 | Utility Tax - Cable |
| 883,035 | 834,571 | 834,571 | 834,571 | 834,571 | 834,571 | Utility Tax - Phone |
| - | - | - | - | - | - | Utility Tax - Pager |
| 2,215,852 | 2,353,966 | 2,389,275 | 2,425,114 | 2,461,491 | 2,498,413 | Utility Tax - Cellular |
| 235,969 | 254,735 | 262,377 | 270,248 | 278,356 | 286,707 | Utility Tax - Storm Drainage |
| (17,737) | (18,670) | (18,950) | (19,234) | (19,523) | (19,816) | Rebate |
| 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | Interest Earnings |
| $ 10,901,287 | $ 11,795,069 | $ 12,203,404 | $ 12,629,647 | $ 13,074,642 | $ 13,539,276 | Subtotal Operating Revenues |
| | | | | | | *EXPENDITURES:* |
| $ 430,300 | $ 430,300 | $ 430,300 | $ 430,300 | $ 430,300 | $ - | Trnsf to - Debt Service 95/6/7 GO |
| 917,183 | 913,333 | 914,332 | 915,033 | 915,033 | 915,033 | Trnsf to - Community Center/Sr Center DS |
| 1,400,000 | 1,400,000 | 1,783,901 | 1,604,941 | 1,669,139 | 1,735,904 | Trnsf to - Transportation CIP --PAYG |
| 1,400,000 | 1,400,000 | 1,783,901 | 1,604,941 | 1,669,139 | 1,735,904 | Trnsf to - Overlays |
| 57,449 | 59,747 | 62,137 | 64,622 | 67,207 | 69,896 | Trnsf to - General Fund - admin fee |
| 700,000 | 728,000 | 1,016,950 | 1,052,471 | 1,089,554 | 1,128,273 | Trnsf to - Public Safety |
| 106,000 | 108,000 | 153,000 | 158,000 | 163,000 | 169,000 | Trnsf to - Arts/Com Evnts/Cult Svcs |
| 492,923 | 528,348 | 1,119,569 | 1,189,908 | 1,264,074 | 1,341,513 | Trnsf to - KJP/Community Center Opr |
| 106,000 | 110,000 | 153,000 | 158,000 | 163,000 | 169,000 | Trnsf to - CampK |
| 255,800 | 266,000 | 276,640 | 287,706 | 299,214 | 311,183 | Trnsf to - Cel Pk |
| 376,366 | 437,606 | 503,247 | 578,734 | 665,544 | 765,376 | Trnsf to - New ST M&O |
| 125,495 | 129,260 | 134,430 | 139,807 | 145,399 | 151,215 | Trnsf to - KFT Operations |
| 59,000 | 62,000 | 71,300 | 81,995 | 94,294 | 108,438 | Trnsf to - New Parks M&O |
| 500,000 | 500,000 | - | - | - | - | Trnsf to - CityCenter |
| 1,100,000 | - | | | | | Trnsf to - DS Pay-off NCH mortgage |
| 1,238,728 | 1,761,946 | 2,432,780 | 3,104,000 | 4,439,746 | 4,938,541 | Trnsf to - GF Operations |
| 1,837,500 | 2,548,000 | - | - | - | - | |
| $ 11,102,744 | $ 11,382,540 | $ 10,835,486 | $ 11,370,458 | $ 13,074,642 | $ 13,539,276 | Total Expenditures |
| $ (201,457) | $ 412,528 | $ 1,367,918 | $ 1,259,188 | $ - | $ - | *OPERATING INCOME (LOSS)* |
| $ 1,442,602 | $ 1,241,145 | $ 1,653,673 | $ 3,021,591 | $ 4,280,779 | $ 4,280,779 | Beginning Fund Balance: |
| $ 1,241,145 | $ 1,653,673 | $ 3,021,591 | $ 4,280,779 | $ 4,280,779 | $ 4,280,779 | Ending Fund Balance: |
| | | | | | | **SOLID WASTE/RECYCLING (106)** |
| | | | | | | *REVENUES:* |
| $ 242,850 | $ 242,850 | $ 269,804 | $ 269,804 | $ 269,804 | $ 269,804 | Refuse Collection Fees |
| 138,000 | 138,000 | 138,000 | 138,000 | 138,000 | 138,000 | CPG & Other Grants |
| - | - | - | - | - | - | Interest Earnings |
| $ 380,850 | $ 380,850 | $ 407,804 | $ 407,804 | $ 407,804 | $ 407,804 | Total Revenues |
| | | | | | | *EXPENDITURES:* |
| $ 264,833 | $ 269,804 | $ 269,804 | $ 269,804 | $ 269,804 | $ 269,804 | Admin Expenditures |
| 100,057 | 100,256 | 102,261 | 104,306 | 106,392 | 108,520 | CPG Expenditures |
| $ 364,890 | $ 370,060 | $ 372,065 | $ 374,110 | $ 376,196 | $ 378,324 | Total Expenditures |
| $ 15,960 | $ 10,790 | $ 35,739 | $ 33,694 | $ 31,608 | $ 29,480 | *OPERATING INCOME (LOSS)* |
| | | | | | | *OTHER FINANCING SOURCES:* |
| | | - | - | - | - | Transfer In - Street Fund |
| | | $ - | $ - | $ - | $ - | Subtotal Other Financing Sources |
| $ 380,850 | $ 380,850 | $ 407,804 | $ 407,804 | $ 407,804 | $ 407,804 | Total Revenues and Other Sources |
| $ 364,890 | $ 370,060 | $ 372,065 | $ 374,110 | $ 376,196 | $ 378,324 | Total Expenditures & Other Uses |
| $ 75,224 | $ 91,184 | $ 101,974 | $ 137,713 | $ 171,407 | $ 203,015 | Beginning Fund Balance: |
| $ 91,184 | $ 101,974 | $ 137,713 | $ 171,407 | $ 203,015 | $ 232,495 | Ending Fund Balance: |

**LONG RANGE FINANCIAL PLAN**

| *OPERATING BUDGET/ACTUAL* | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Projected |
|---|---|---|---|---|---|
| **HOTEL/MOTEL TAX FUND (109)** | | | | | |
| *REVENUES:* | | | | | |
| Hotel/Motel Revenue | $ 142,030 | $ 158,117 | $ 150,000 | $ 150,000 | $ 150,000 |
| Miscellaneous | 23 | 305,831 | - | - | - |
| Interest Earnings | 2,769 | 3,076 | - | - | - |
| Total Revenues | $ 144,822 | $ 467,024 | $ 150,000 | $ 150,000 | $ 150,000 |
| *EXPENDITURES:* | | | | | |
| Special Projects | $ 107,175 | $ 76,897 | $ 150,000 | $ 282,627 | $ 282,627 |
| KF Projects | 66,450 | 417,696 | - | - | - |
| Operating Transfer | 13,000 | 15,000 | - | - | - |
| Total Expenditures | $ 186,625 | $ 509,593 | $ 150,000 | $ 282,627 | $ 282,627 |
| Beginning Fund Balance: | $ 216,999 | $ 175,196 | $ - | $ 132,627 | $ 132,627 |
| Ending Fund Balance: | $ 175,196 | $ 132,627 | $ - | $ - | $ - |
| **COMMUNITY CENTER FUND (111)** | | | | | |
| *REVENUES:* | | | | | |
| Old KLCC | $ - | $ - | $ - | $ - | $ - |
| Old KJP | - | - | - | - | - |
| Incremental CC Revenue, per Biz Plan | - | - | - | - | - |
| Misc & Interest Earnings | - | - | - | - | - |
| Total Revenues | $ - | $ - | $ - | $ - | $ - |
| *EXPENDITURES:* | | | | | |
| Current Community Center Expense | $ - | $ - | $ - | $ - | $ - |
| Incremental New Community Center | - | - | - | - | - |
| Total Expenditures | $ - | $ - | $ - | $ - | $ - |
| OPERATING INCOME (LOSS) | $ - | $ - | $ - | $ - | $ - |
| *OTHER FINANCING SOURCES:* | | | | | |
| Transfer In - Utility Tax Fund | $ - | $ - | $ - | $ - | |
| Transfer In - General Fund | - | - | - | - | - |
| Transfer In - CIP Fund | - | - | - | - | 76,500 |
| Subtotal Other Financing Sources | $ - | $ - | $ - | $ - | $ 76,500 |
| *OTHER FINANCING USES:* | | | | | |
| Transfer Out - General Fund | - | - | - | - | - |
| Startup | - | - | - | - | 76,500 |
| Subtotal Other Financing Uses | $ - | $ - | $ - | $ - | $ 76,500 |
| Total Revenues and Other Sources | $ - | $ - | $ - | $ - | $ 76,500 |
| Total Expenditures and other Uses | $ - | $ - | $ - | $ - | $ 76,500 |
| Beginning Fund Balance: | $ - | $ - | $ - | $ - | $ - |
| Ending Fund Balance: | $ - | $ - | $ - | $ - | $ - |
| Reserved for Bldg | | - | - | - | - |
| Unreserved | - | - | - | - | - |
| **COMM DEVL. BLOCK GRANT (119)** | | | | | |
| *REVENUES:* | | | | | |
| CDBG Revenue | $ 1,275,847 | $ 457,839 | $ 747,398 | $ 524,056 | $ 524,056 |
| GF Transfer | - | - | - | - | - |
| Total Revenues | $ 1,275,847 | $ 457,839 | $ 747,398 | $ 524,056 | $ 524,056 |
| *EXPENDITURES:* | | | | | |
| Capital Projects | $ 1,209,473 | $ 464,209 | $ 747,398 | $ 593,856 | $ 593,856 |
| Operating Transfer | - | - | - | - | - |
| Total Expenditures | 1,209,473 | 464,209 | 747,398 | 593,856 | 593,856 |
| Beginning Fund Balance: | $ 9,796 | $ 76,170 | $ - | $ 69,800 | $ 69,800 |
| Ending Fund Balance: | $ 76,170 | $ 69,800 | $ - | $ - | $ - |

**LONG RANGE FINANCIAL PLAN**

| 2007 Adopted | 2008 Adopted | 2009 Projected | 2010 Projected | 2011 Projected | 2012 Projected | *OPERATING BUDGET/ACTUAL* |
|---|---|---|---|---|---|---|
| | | | | | | **HOTEL/MOTEL TAX FUND (109)** |
| | | | | | | *REVENUES:* |
| $ 175,100 | $ 180,353 | $ 183,058 | $ 185,804 | $ 188,591 | $ 191,420 | Hotel/Motel Revenue |
| 4,000 | 4,000 | - | - | - | - | Miscellaneous |
| 3,000 | 3,000 | 3,045 | 3,091 | 3,137 | 3,184 | Interest Earnings |
| $ 182,100 | $ 187,353 | $ 186,103 | $ 188,895 | $ 191,728 | $ 194,604 | Total Revenues |
| | | | | | | *EXPENDITURES:* |
| $ 182,100 | $ 187,353 | $ 186,103 | $ 188,895 | $ 191,728 | $ 194,604 | Special Projects |
| - | - | - | - | - | - | KF Projects |
| - | - | - | - | - | - | Operating Transfer |
| $ 182,100 | $ 187,353 | $ 186,103 | $ 188,895 | $ 191,728 | $ 194,604 | Total Expenditures |
| $ - | $ - | $ - | $ - | $ - | $ - | Beginning Fund Balance: |
| $ - | $ - | $ - | $ - | $ - | $ - | Ending Fund Balance: |
| | | | | | | **COMMUNITY CENTER FUND (111)** |
| | | | | | | *REVENUES:* |
| $ 7,125 | $ - | $ - | $ - | $ - | - | Old KLCC |
| 26,695 | - | - | - | - | - | Old KJP |
| 1,248,117 | 1,663,407 | 1,685,251 | 1,710,530 | 1,736,188 | 1,762,231 | Incremental CC Revenue, per Biz Plan |
| - | - | - | - | - | - | Misc & Interest Earnings |
| $ 1,281,937 | $ 1,663,407 | $ 1,685,251 | $ 1,710,530 | $ 1,736,188 | $ 1,762,231 | Total Revenues |
| | | | | | | *EXPENDITURES:* |
| $ 100,219 | $ - | $ - | $ - | $ - | $ - | Current Community Center Expense |
| 1,581,069 | 1,901,761 | 1,977,831 | 2,056,945 | 2,139,222 | 2,224,791 | Incremental New Community Center |
| $ 1,681,288 | $ 1,901,761 | $ 1,977,831 | $ 2,056,945 | $ 2,139,222 | $ 2,224,791 | Total Expenditures |
| $ (399,351) | $ (238,354) | $ (292,580) | $ (346,415) | $ (403,035) | $ (462,561) | OPERATING INCOME (LOSS) |
| | | | | | | *OTHER FINANCING SOURCES:* |
| $ 492,923 | $ 528,348 | $ 1,119,569 | $ 1,189,908 | $ 1,264,074 | $ 1,341,513 | Transfer In - Utility Tax Fund |
| 30,000 | - | - | - | - | - | Transfer In - General Fund |
| 173,805 | - | - | - | - | - | Transfer In - CIP Fund |
| $ 696,728 | $ 528,348 | $ 1,119,569 | $ 1,189,908 | $ 1,264,074 | $ 1,341,513 | Subtotal Other Financing Sources |
| | | | | | | *OTHER FINANCING USES:* |
| - | - | - | - | - | - | Transfer Out - General Fund |
| 58,276 | - | - | - | - | - | Startup |
| $ 58,276 | $ - | $ - | $ - | $ - | $ - | Subtotal Other Financing Uses |
| $ 1,978,666 | $ 2,191,755 | $ 2,804,820 | $ 2,900,438 | $ 3,000,262 | $ 3,103,744 | Total Revenues and Other Sources |
| $ 1,739,564 | $ 1,901,761 | $ 1,977,831 | $ 2,056,945 | $ 2,139,222 | $ 2,224,791 | Total Expenditures and other Uses |
| $ - | $ 239,102 | $ 529,096 | $ 1,356,084 | $ 2,199,577 | $ 3,060,617 | Beginning Fund Balance: |
| $ 239,102 | $ 529,096 | $ 1,356,084 | $ 2,199,577 | $ 3,060,617 | $ 3,939,569 | Ending Fund Balance: |
| | | 1,356,084 | 2,199,577 | 3,060,617 | 3,939,569 | Reserved for Bldg |
| | | - | - | - | - | Unreserved |
| | | | | | | **COMM DEVL. BLOCK GRANT (119)** |
| | | | | | | *REVENUES:* |
| $ 549,481 | $ 555,470 | $ 555,470 | $ 555,470 | $ 555,470 | $ 555,470 | CDBG Revenue |
| - | - | - | - | - | - | GF Transfer |
| $ 549,481 | $ 555,470 | $ 555,470 | $ 555,470 | $ 555,470 | $ 555,470 | Total Revenues |
| | | | | | | *EXPENDITURES:* |
| $ 549,481 | $ 555,470 | $ 555,470 | $ 555,470 | $ 555,470 | $ 555,470 | Capital Projects |
| - | - | - | - | - | - | Operating Transfer |
| 549,481 | 555,470 | 555,470 | 555,470 | 555,470 | 555,470 | Total Expenditures |
| $ - | $ - | $ - | $ - | $ - | $ - | Beginning Fund Balance: |
| $ - | $ - | $ - | $ - | $ - | $ - | Ending Fund Balance: |

**LONG RANGE FINANCIAL PLAN**

| *OPERATING BUDGET/ACTUAL* | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Projected |
|---|---|---|---|---|---|
| **PATH & TRAILS FUND (120)** | | | | | |
| *REVENUES:* | | | | | |
| Motor Fuel Tax | $ 8,597 | $ 9,222 | $ 9,059 | $ 9,059 | $ 9,023 |
| Interest Earnings | 901 | 422 | 500 | 500 | 500 |
| Total Revenues | $ 9,498 | $ 9,644 | $ 9,559 | $ 9,559 | $ 9,523 |
| *EXPENDITURES:* | | | | | |
| Capital Projects-Operating Transfer | 65,000 | - | - | - | - |
| Total Expenditures | $ 65,000 | $ - | $ - | $ - | $ - |
| *OPERATING INCOME (LOSS)* | $ (55,502) | $ 9,644 | $ 9,559 | $ 9,559 | $ 9,523 |
| Beginning Fund Balance: | $ 61,131 | $ 5,629 | $ 14,991 | $ 61,131 | $ 15,273 |
| Ending Fund Balance: | $ 5,629 | $ 15,273 | $ 24,551 | $ 70,690 | $ 24,796 |
| **DEBT SERVICE FUND (201)** | | | | | |
| *REVENUES & OTHER SOURCES:* | | | | | |
| 1st 1/4% REET | $ 1,528,873 | $ 2,347,992 | $ 950,000 | $ 1,575,000 | $ 1,950,000 |
| 2nd 1/4% REET | 1,550,025 | 2,347,992 | 950,000 | 1,575,000 | 1,950,000 |
| Utility Tax - early bond call | - | - | - | - | - |
| Transfer-In Utility Taxes | 2,948,836 | 3,286,043 | 2,971,861 | 2,971,861 | 2,971,861 |
| Transfer-In Utility Taxes - CC Bond | 1,024,000 | 920,000 | 914,000 | 914,000 | 914,000 |
| Transfer in CIP: NCH lease/Mortgage | 275,090 | - | - | - | - |
| Transfer-In General Fund (PS/Court Lease) | - | - | - | - | - |
| Interest Earning - 1995/96 D/S | - | - | - | - | - |
| Interest Earning - 1997 D/S | - | - | - | - | - |
| Interest Earnings | 56,872 | 119,066 | 180,000 | 180,000 | 180,000 |
| Total Revenues & Other Sources | $ 7,383,696 | $ 9,021,093 | $ 5,965,861 | $ 7,215,861 | $ 7,965,861 |
| *EXPENDITURES & OTHER USES:* | | | | | |
| City Hall Debt Services - GMAC Loan | $ 588,956 | $ 551,781 | $ 552,000 | $ 552,000 | $ 552,000 |
| 2003 CC Bond Debt Svsc | 886,406 | 920,008 | 913,595 | 913,595 | 913,595 |
| Principal-91 LTGO/93 Refunding | 820,000 | - | - | - | - |
| Principal-93 LTGO | 180,000 | - | - | - | - |
| Principal-95 LTGO | 625,000 | 655,000 | - | - | - |
| Principal-96 LTGO | 310,000 | 325,000 | - | - | - |
| Principal-97 LTGO | 1,520,000 | 1,600,000 | 1,685,000 | 1,685,000 | 1,685,000 |
| Principal - local option program | 20,490 | - | - | - | - |
| Interest-91 LTGO | - | - | - | - | - |
| Interest-93 LTGO | 55,205 | - | - | - | - |
| Interest-95 LTGO | 60,175 | 31,113 | - | - | - |
| Interest-96 LTGO | 28,265 | 14,625 | - | - | - |
| Interest - 97 LTGO | 403,458 | 323,098 | 237,266 | 237,266 | 237,266 |
| Interest - Local Option Program | 529 | - | - | - | - |
| Valley Com Debt Service P&I | (20,580) | (21,900) | 227,927 | 227,927 | 227,927 |
| Cash Mgmt Fee - General Fund | 51,511 | 52,284 | 53,068 | 53,068 | 53,068 |
| Fiscal Agent Fees/Other | 2,708 | 605 | 10,000 | 10,000 | 10,000 |
| Transfer to CIP - Backfill Overaly/TIP to 1% Utility Tax | - | - | | - | - |
| Transfer to DT | - | 2,350,000 | - | - | - |
| Pending Parks CIP Transfer/WHBW&SAG Grant Match | - | - | - | - | - |
| Transfer to PK CIP | - | 409,000 | 690,000 | 1,940,000 | 1,940,000 |
| Transfer to TIP | 1,625,000 | 1,441,000 | 890,000 | 890,000 | 890,000 |
| Total Expenditures & Other Uses | $ 7,157,123 | $ 8,651,614 | $ 5,258,856 | $ 6,508,856 | $ 6,508,856 |
| Beginning Fund Balance | $ 2,599,651 | $ 2,826,224 | $ 3,136,701 | $ 2,599,651 | $ 3,195,703 |
| Ending Fund Balance | $ 2,826,224 | $ 3,195,703 | $ 3,843,706 | $ 3,306,656 | $ 4,652,708 |
| Reserved for 2003 GO prefund | $ 920,007 | $ 913,595 | $ 917,183 | $ 917,183 | $ 913,595 |
| Reserved for Debt Service (93/valley com) | - | 227,927 | 226,839 | 226,839 | 227,927 |
| Reserved for Debt Service (1995/6) | 1,025,738 | - | - | - | - |
| Reserved for 1997 Bond Issue | 1,923,098 | 1,922,266 | 1,922,266 | 1,922,266 | 1,922,266 |
| Reserved for New City Hall | - | 552,000 | 552,000 | 552,000 | 552,000 |
| Unreserved REET available for Capital | (939,886) | (420,085) | 225,418 | 116,228 | 1,036,920 |

**LONG RANGE FINANCIAL PLAN**

| 2007 Adopted | 2008 Adopted | 2009 Projected | 2010 Projected | 2011 Projected | 2012 Projected | *OPERATING BUDGET/ACTUAL* |
|---|---|---|---|---|---|---|
| | | | | | | **PATH & TRAILS FUND (120)** |
| | | | | | | *REVENUES:* |
| $ 9,023 | $ 9,023 | $ 9,023 | $ 9,023 | $ 9,023 | $ 9,023 | Motor Fuel Tax |
| 500 | 500 | 500 | 500 | 500 | 500 | Interest Earnings |
| $ 9,523 | $ 9,523 | $ 9,523 | $ 9,523 | $ 9,523 | $ 9,523 | Total Revenues |
| | | | | | | *EXPENDITURES:* |
| | | - | - | - | - | Capital Projects-Operating Transfer |
| $ - | $ - | $ - | $ - | $ - | $ - | Total Expenditures |
| $ 9,523 | $ 9,523 | $ 9,523 | $ 9,523 | $ 9,523 | $ 9,523 | *OPERATING INCOME (LOSS)* |
| | | | | | | |
| $ 24,796 | $ 34,318 | $ 43,841 | $ 53,364 | $ 62,887 | $ 72,410 | Beginning Fund Balance: |
| $ 34,318 | $ 43,841 | $ 53,364 | $ 62,887 | $ 72,410 | $ 81,933 | Ending Fund Balance: |
| | | | | | | **DEBT SERVICE FUND (201)** |
| | | | | | | *REVENUES & OTHER SOURCES:* |
| $ 1,400,000 | $ 1,400,000 | $ 1,500,000 | $ 1,500,000 | $ 1,550,000 | $ 1,600,000 | 1st 1/4% REET |
| 1,400,000 | 1,400,000 | 1,500,000 | 1,500,000 | 1,550,000 | 1,600,000 | 2nd 1/4% REET |
| 1,100,000 | - | - | - | - | - | Utility Tax - early bond call |
| 430,300 | 430,300 | 430,300 | 430,300 | 430,300 | | Transfer-In Utility Taxes |
| 917,183 | 913,333 | 914,332 | 915,033 | 915,033 | 915,033 | Transfer-In Utility Taxes - CC Bond |
| 2,600,000 | - | - | - | - | - | Transfer in CIP: NCH lease/Mortgage |
| 1,000,000 | - | - | - | - | - | Transfer-In General Fund (PS/Court Lease) |
| - | - | - | - | - | - | Interest Earning - 1995/96 D/S |
| - | - | - | - | - | - | Interest Earning - 1997 D/S |
| 180,000 | 90,000 | 90,000 | 100,000 | 105,000 | 120,000 | Interest Earnings |
| $ 9,027,483 | $ 4,233,633 | $ 4,434,632 | $ 4,445,333 | $ 4,550,333 | $ 4,235,033 | Total Revenues & Other Sources |
| | | | | | | *EXPENDITURES & OTHER USES:* |
| $ 6,242,318 | $ - | $ - | $ - | $ - | $ - | City Hall Debt Services - GMAC Loan |
| 917,183 | 913,333 | 914,332 | 915,033 | 915,033 | 915,033 | 2003 CC Bond Debt Svsc |
| - | - | - | - | - | - | Principal-91 LTGO/93 Refunding |
| - | - | - | - | - | - | Principal-93 LTGO |
| - | - | - | - | - | - | Principal-95 LTGO |
| - | - | - | - | - | - | Principal-96 LTGO |
| 1,770,000 | 340,000 | 340,000 | 340,000 | 340,000 | 340,000 | Principal-97 LTGO |
| - | - | - | - | - | - | Principal - local option program |
| - | - | - | - | - | - | Interest-91 LTGO |
| - | - | - | - | - | - | Interest-93 LTGO |
| - | - | - | - | - | - | Interest-95 LTGO |
| - | - | - | - | - | - | Interest-96 LTGO |
| 146,130 | 90,300 | 90,300 | 90,300 | 90,300 | 90,300 | Interest - 97 LTGO |
| - | - | - | - | - | - | Interest - Local Option Program |
| 226,839 | 225,429 | 225,905 | 225,905 | 225,905 | 225,905 | Valley Com Debt Service P&I |
| 53,068 | 53,068 | 53,864 | 54,672 | 55,492 | 56,324 | Cash Mgmt Fee - General Fund |
| 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | Fiscal Agent Fees/Other |
| - | 400,000 | 400,000 | 800,000 | 800,000 | 800,000 | Transfer to CIP - Backfill Overaly/TIP to 1% Utility Tax |
| - | - | - | - | - | - | Transfer to DT |
| 600,000 | - | - | - | - | - | Pending Parks CIP Transfer/WHBW&SAG Grant Match |
| 1,046,000 | 344,000 | 1,577,925 | 1,004,712 | 1,056,802 | 1,113,886 | Transfer to PK CIP |
| 1,100,000 | 1,100,000 | 1,577,925 | 1,004,712 | 1,056,802 | 1,113,886 | Transfer to TIP |
| $ 12,111,538 | $ 3,476,130 | $ 5,190,251 | $ 4,445,333 | $ 4,550,333 | $ 4,665,333 | Total Expenditures & Other Uses |
| | | | | | | |
| $ 4,652,708 | $ 1,568,652 | $ 2,326,155 | $ 1,570,537 | $ 1,570,537 | $ 1,570,537 | Beginning Fund Balance |
| $ 1,568,652 | $ 2,326,155 | $ 1,570,537 | $ 1,570,537 | $ 1,570,537 | $ 1,140,237 | Ending Fund Balance |
| $ 913,333 | $ 914,332 | $ 915,033 | $ 915,033 | $ 915,033 | $ 915,033 | Reserved for 2003 GO prefund |
| 225,429 | 225,905 | 225,905 | 225,905 | 225,905 | 225,905 | Reserved for Debt Service (93/valley com) |
| - | - | - | - | - | - | Reserved for Debt Service (1995/6) |
| 430,300 | 430,300 | 430,300 | 430,300 | 430,300 | - | Reserved for 1997 Bond Issue |
| - | - | - | - | - | - | Reserved for New City Hall |
| (410) | 755,619 | (701) | (701) | (701) | (701) | Unreserved REET available for Capital |

**LONG RANGE FINANCIAL PLAN**

| *OPERATING BUDGET/ACTUAL* | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Projected |
|---|---|---|---|---|---|
| **SURFACE WATER MGMT (401)** | | | | | |
| *REVENUES:* | | | | | |
| User Fees | $ 3,356,304 | $ 3,372,348 | $ 3,434,179 | $ 3,434,179 | $ 3,434,179 |
| User Fees-Street Fund | 149,901 | 149,901 | 159,030 | 159,030 | 159,030 |
| Interest Earnings | 6,920 | 23,846 | 11,446 | 11,446 | 11,446 |
| Operating Assessment District | 16,462 | 13,501 | 13,871 | 13,871 | 13,871 |
| Special Assessment Interest | 121 | 539 | 23 | 23 | 23 |
| Subtotal Operating Revenues | $ 3,529,708 | $ 3,560,135 | $ 3,618,549 | $ 3,618,549 | $ 3,618,549 |
| *EXPENDITURES:* | | | | | |
| Engineering | $ 1,533,649 | $ 1,620,756 | $ 1,760,579 | $ 1,773,615 | $ 1,753,206 |
| Water Quality | 195,399 | 215,813 | 236,177 | 236,177 | 236,177 |
| Maintenance | 631,939 | 632,300 | 679,447 | 679,447 | 679,447 |
| Steel Lake Maintenance District | 10,393 | 9,781 | - | 18,880 | 18,880 |
| Transfer Out - | - | - | - | - | - |
| Debt Service | 238,251 | 238,251 | 238,251 | 238,251 | 238,251 |
| Transfer Out - CIP/Grant Fund | 1,490,736 | 97,124 | 779,290 | 704,095 | 704,095 |
| Subtotal Operating Expenditures | $ 4,100,367 | $ 2,814,025 | $ 3,693,744 | $ 3,650,465 | $ 3,630,056 |
| *OPERATING INCOME (LOSS)* | $ (570,659) | $ 746,110 | $ (75,195) | $ (31,916) | $ (11,507) |
| *OTHER FINANCING SOURCES:* | - | | | | |
| Transfers & Grant, etc | $ - | $ 19,063 | $ - | $ - | $ - |
| Subtotal Other Financing Sources | $ - | $ 19,063 | $ - | $ - | $ - |
| *OTHER FINANCING USES:* | | | | | |
| Grant/Capital/Carry forward | $ 9,302 | $ - | $ - | $ 29,369 | $ 29,369 |
| Subtotal Other Financing Uses | $ 9,302 | $ - | $ - | $ 29,369 | $ 29,369 |
| Total Revenues and Other Sources | $ 3,529,708 | $ 3,579,198 | $ 3,618,549 | $ 3,618,549 | $ 3,618,549 |
| Total Expenditures & Other Uses | $ 4,109,669 | $ 2,814,025 | $ 3,693,744 | $ 3,679,834 | $ 3,659,425 |
| Beginning Fund Balance: | $ 935,697 | $ 355,736 | $ 424,805 | $ 1,120,909 | $ 1,120,909 |
| Ending Fund Balance: | $ 355,736 | $ 1,120,909 | $ 349,610 | $ 1,059,624 | $ 1,080,033 |
| **DUMAS BAY CENTRE (402)** | | | | | |
| *REVENUES:* | | | | | |
| Lodging/Rental/Catering | $ 274,861 | $ 253,836 | $ 306,662 | $ 306,662 | $ 276,492 |
| Catering | 216,281 | 189,937 | 215,000 | 215,000 | 197,223 |
| Other Misc Retreat Revenue | 6,019 | 8,705 | 11,736 | 11,736 | 16,136 |
| Theater | 73,999 | 74,648 | 98,720 | 83,720 | 74,398 |
| Utility Tax Transfer- Theatre Support | 100,000 | 118,869 | 100,000 | 121,840 | 122,840 |
| Operating Grants | 9,910 | 2,500 | 2,000 | 2,000 | 1,000 |
| Other Misc Theater Revenue | 530 | 1,804 | 1,000 | 1,000 | 12,575 |
| Subtotal Operating Revenues | $ 681,600 | $ 650,299 | $ 735,118 | $ 741,958 | $ 700,664 |
| *EXPENDITURES:* | | | | | |
| Retreat Operating Expenses (101) | $ 303,680 | $ 341,633 | $ 386,398 | $ 387,630 | $ 361,823 |
| Catering (100) | 180,692 | 136,662 | 147,000 | 147,000 | 91,250 |
| Theater Operating Expenses (352) | 202,397 | 168,945 | 201,720 | 201,720 | 201,662 |
| Subtotal Operating Expenses | $ 686,769 | $ 647,240 | $ 735,118 | $ 736,350 | $ 654,735 |
| *OPERATING INCOME (LOSS)* | $ (5,169) | $ 3,059 | $ - | $ 5,608 | $ 45,929 |
| *OTHER FINANCING SOURCES:* | | | | | |
| Capital Grant & other sources | $ 120,000 | $ - | $ 389,000 | $ 389,000 | $ 389,000 |
| Project Specific Revenues | 6,665 | 15,737 | - | - | - |
| Subtotal Other Financing Sources | $ 126,665 | $ 15,737 | $ 389,000 | $ 389,000 | $ 389,000 |
| *OTHER FINANCING USES:* | | | | | |
| Capital | $ - | $ - | $ - | $ 37,162 | $ 37,162 |
| Capital ALEA (106/109) | - | - | - | 113,285 | 113,285 |
| Capital KFT (102) | 12,369 | | - | - | - |
| Capital DBC/General (107/108) | - | 8,541 | - | 256,109 | 256,109 |
| Site Other Uses | - | - | 400,000 | 400,000 | 400,000 |
| Subtotal Other Financing Uses | $ 12,369 | $ 8,541 | $ 400,000 | $ 806,556 | $ 806,556 |
| Total Revenues and Other Sources | $ 808,265 | $ 666,036 | $ 1,124,118 | $ 1,130,958 | $ 1,089,664 |
| Total Expenses & Other Uses | $ 699,138 | $ 655,781 | $ 1,135,118 | $ 1,542,906 | $ 1,461,291 |
| Beginning Fund Balance: | $ 303,272 | $ 412,399 | $ 14,943 | $ 422,654 | $ 422,654 |
| Ending Fund Balance: | $ 412,399 | $ 422,654 | $ 3,943 | $ 10,706 | $ 51,027 |
| Reserved for Capital | $ 401,399 | $ 437,471 | $ - | $ - | $ - |
| Unreserved | 11,000 | (14,817) | 3,943 | 10,706 | 51,027 |

**LONG RANGE FINANCIAL PLAN**

| 2007 Adopted | 2008 Adopted | 2009 Projected | 2010 Projected | 2011 Projected | 2012 Projected | *OPERATING BUDGET/ACTUAL* |
|---|---|---|---|---|---|---|
| | | | | | | **SURFACE WATER MGMT (401)** |
| | | | | | | *REVENUES:* |
| $ 3,537,204 | $ 3,590,262 | $ 3,644,116 | $ 3,698,778 | $ 3,754,259 | $ 3,810,573 | User Fees |
| 159,030 | 159,030 | 159,030 | 159,030 | 159,030 | 159,030 | User Fees-Street Fund |
| 11,446 | 11,446 | 11,446 | 11,446 | 11,446 | 11,446 | Interest Earnings |
| 13,871 | 13,871 | 13,871 | 13,871 | 13,871 | 13,871 | Operating Assessment District |
| 23 | 23 | 23 | 23 | 23 | 23 | Special Assessment Interest |
| $ 3,721,574 | $ 3,774,632 | $ 3,828,486 | $ 3,883,148 | $ 3,938,629 | $ 3,994,943 | Subtotal Operating Revenues |
| | | | | | | *EXPENDITURES:* |
| $ 1,835,824 | $ 1,910,752 | $ 1,996,736 | $ 2,086,589 | $ 2,180,485 | $ 2,278,607 | Engineering |
| 238,662 | 249,816 | 261,058 | 272,805 | 285,082 | 297,910 | Water Quality |
| 734,270 | 754,732 | 788,695 | 824,186 | 861,275 | 900,032 | Maintenance |
| - | - | - | - | - | - | Steel Lake Maintenance District |
| - | - | - | - | - | - | Transfer Out - |
| 201,754 | 199,930 | 199,930 | 199,930 | 199,930 | 199,930 | Debt Service |
| 951,000 | 1,190,000 | 582,067 | 499,637 | 411,858 | 318,464 | Transfer Out - CIP/Grant Fund |
| $ 3,961,510 | $ 4,305,230 | $ 3,828,486 | $ 3,883,148 | $ 3,938,629 | $ 3,994,943 | Subtotal Operating Expenditures |
| $ (239,936) | $ (530,598) | $ - | $ - | $ - | $ - | *OPERATING INCOME (LOSS)* |
| | | | | | | *OTHER FINANCING SOURCES:* |
| $ - | $ - | $ - | $ - | $ - | $ - | Transfers & Grant, etc |
| $ - | $ - | $ - | $ - | $ - | $ - | Subtotal Other Financing Sources |
| | | | | | | *OTHER FINANCING USES:* |
| $ 343 | $ 1,502 | $ - | $ - | $ - | $ - | Grant/Capital/Carry forward |
| $ 343 | $ 1,502 | $ - | $ - | $ - | $ - | Subtotal Other Financing Uses |
| $ 3,721,574 | $ 3,774,632 | $ 3,828,486 | $ 3,883,148 | $ 3,938,629 | $ 3,994,943 | Total Revenues and Other Sources |
| $ 3,961,853 | $ 4,306,732 | $ 3,828,486 | $ 3,883,148 | $ 3,938,629 | $ 3,994,943 | Total Expenditures & Other Uses |
| $ 1,080,033 | $ 839,754 | $ 307,654 | $ 307,654 | $ 307,654 | $ 307,654 | Beginning Fund Balance: |
| $ 839,754 | $ 307,654 | $ 307,654 | $ 307,654 | $ 307,654 | $ 307,654 | Ending Fund Balance: |
| | | | | | | **DUMAS BAY CENTRE (402)** |
| | | | | | | *REVENUES:* |
| $ 295,750 | $ 303,975 | $ 308,535 | $ 313,163 | $ 317,860 | $ 322,628 | Lodging/Rental/Catering |
| 199,042 | 202,000 | 207,050 | 212,226 | 217,532 | 222,970 | Catering |
| 15,736 | 15,736 | 16,208 | 16,694 | 17,195 | 17,711 | Other Misc Retreat Revenue |
| 65,170 | 65,380 | 66,361 | 67,356 | 68,366 | 69,392 | Theater |
| 125,495 | 129,260 | 134,430 | 138,463 | 142,617 | 146,895 | Utility Tax Transfer- Theatre Support |
| 1,000 | 1,000 | 1,030 | 1,030 | 1,030 | 1,030 | Operating Grants |
| 11,575 | 11,575 | 11,922 | 12,280 | 12,648 | 13,028 | Other Misc Theater Revenue |
| $ 713,768 | $ 728,926 | $ 745,536 | $ 761,212 | $ 777,249 | $ 793,654 | Subtotal Operating Revenues |
| | | | | | | *EXPENDITURES:* |
| $ 376,583 | $ 384,140 | $ 395,664 | $ 407,534 | $ 419,760 | $ 432,353 | Retreat Operating Expenses (101) |
| 141,780 | 146,273 | 150,661 | 155,181 | 159,836 | 164,631 | Catering (100) |
| 205,236 | 210,940 | 217,268 | 223,786 | 230,500 | 237,415 | Theater Operating Expenses (352) |
| $ 723,599 | $ 741,353 | $ 763,593 | $ 786,501 | $ 810,096 | 834,399 | Subtotal Operating Expenses |
| $ (9,831) | $ (12,427) | $ (18,057) | $ (25,289) | $ (32,847) | (40,745) | *OPERATING INCOME (LOSS)* |
| | | | | | | *OTHER FINANCING SOURCES:* |
| $ - | $ - | $ - | $ - | $ - | $ - | Capital Grant & other sources |
| - | - | - | - | - | - | Project Specific Revenues |
| $ - | $ - | $ - | $ - | $ - | $ - | Subtotal Other Financing Sources |
| | | | | | | *OTHER FINANCING USES:* |
| $ - | $ - | $ - | $ - | $ - | $ - | Capital |
| - | - | - | - | - | - | Capital ALEA (106/109) |
| - | - | - | - | - | - | Capital KFT (102) |
| - | - | - | - | - | - | Capital DBC/General (107/108) |
| - | - | - | - | - | - | Site Other Uses |
| $ - | $ - | $ - | $ - | $ - | $ - | Subtotal Other Financing Uses |
| $ 713,768 | $ 728,926 | $ 745,536 | $ 761,212 | $ 777,249 | $ 793,654 | Total Revenues and Other Sources |
| $ 723,599 | $ 741,353 | $ 763,593 | $ 786,501 | $ 810,096 | $ 834,399 | Total Expenses & Other Uses |
| $ 51,027 | $ 41,196 | $ 28,769 | $ 10,712 | $ (14,577) | $ (47,424) | Beginning Fund Balance: |
| $ 41,196 | $ 28,769 | $ 10,712 | $ (14,577) | $ (47,424) | $ (88,169) | Ending Fund Balance: |
| $ - | $ - | $ - | $ - | $ - | $ - | Reserved for Capital |
| 41,196 | 28,769 | 10,712 | (14,577) | (47,424) | (88,169) | Unreserved |

**LONG RANGE FINANCIAL PLAN**

| *OPERATING BUDGET/ACTUAL* | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Projected |
|---|---|---|---|---|---|
| **Internal Service Funds** | | | | | |
| **Risk Management (501)** | | | | | |
| *REVENUES:* | | | | | |
| Internal servcie | $ 470,520 | $ 218,610 | $ 355,619 | $ 411,019 | $ 411,019 |
| Unemployment | 182,422 | 183,913 | 224,825 | 224,825 | 224,825 |
| Miscellaneous | 59,582 | 509,403 | 25,000 | 25,000 | 25,000 |
| Total Revenues | $ 712,524 | $ 911,926 | $ 605,444 | $ 660,844 | $ 660,844 |
| *EXPENDITURES:* | - | | | | |
| Broker | - | - | - | - | - |
| Misc | $ 508 | $ 404 | $ 4,819 | $ 4,819 | $ 4,819 |
| Unemployment | 75,587 | 53,757 | 224,825 | 224,825 | 224,825 |
| Auto | 65,241 | 25,316 | 54,310 | 59,110 | 59,710 |
| Liability | 291,996 | 231,095 | 226,490 | 276,490 | 276,490 |
| Property | - | - | - | - | - |
| GF Claims | 104,510 | 100,130 | 18,000 | 18,000 | 18,000 |
| PS Claims | 38,494 | 26,424 | 52,000 | 81,646 | 81,646 |
| Subtotal Operating Expenses | $ .576,336 | $ 437,126 | $ 580,444 | $ 664,890 | $ 665,490 |
| *OPERATING INCOME (LOSS)* | $ 136,188 | $ 474,800 | $ 25,000 | $ (4,046) | $ (4,646) |
| *OTHER FINANCING SOURCES:* | | | | | |
| Transfer In - | $ - | $ - | $ - | $ - | $ - |
| Transfer In - | - | - | - | - | - |
| Subtotal Other Financing Sources | $ - | $ - | $ - | $ - | $ - |
| Total Revenues and Other Sources | $ 712,524 | $ 911,926 | $ 605,444 | $ 660,844 | $ 660,844 |
| Total Expenditures & Other Uses | $ 576,336 | $ 437,126 | $ 580,444 | $ 664,890 | $ 665,490 |
| Beginning Fund Balance: | $ 4,014,558 | $ 4,150,746 | $ 4,064,138 | $ 4,625,546 | $ 4,625,546 |
| Ending Fund Balance: | $ 4,150,746 | $ 4,625,546 | $ 4,089,138 | $ 4,621,500 | $ 4,620,900 |
| **Information Systems (502)** | - | | | | |
| *REVENUES:* | | | | | |
| DP | $ 763,635 | $ 768,270 | $ 888,154 | $ 934,154 | $ 927,229 |
| Com | 186,562 | 164,177 | 195,772 | 204,272 | 199,297 |
| GIS | 127,559 | 136,587 | 151,737 | 171,737 | 171,637 |
| Inter Governmental | 15,953 | 10,672 | 15,000 | 15,000 | 15,000 |
| Other | 28,445 | 74,711 | 22,000 | 22,000 | 22,000 |
| Subtotal Operating Revenues | $ 1,122,154 | $ 1,154,417 | $ 1,272,663 | $ 1,347,163 | $ 1,335,163 |
| *EXPENDITURES:* | - | | | | |
| Court (512-50) | $ 36,074 | $ 32,461 | $ 39,289 | $ 39,289 | $ 39,289 |
| DP (518-88) | 335,347 | 340,499 | 374,027 | 389,027 | 392,027 |
| GAC (519-91) | 101,418 | 86,889 | 87,068 | 87,068 | 87,068 |
| PS (521-99) | 328,230 | 358,956 | 395,345 | 398,845 | 400,845 |
| Telcom (528) | 184,947 | 167,512 | 199,297 | 199,297 | 199,297 |
| GIS (532) | 129,603 | 135,139 | 151,637 | 151,637 | 151,637 |
| Subtotal Operating Expenses | $ 1,115,619 | $ 1,121,456 | $ 1,246,663 | $ 1,265,163 | $ 1,270,163 |
| *OPERATING INCOME (LOSS)* | $ 6,535 | $ 32,961 | $ 26,000 | $ 82,000 | $ 65,000 |
| *Capital and 1-Time Funding:* | - | | | | |
| DP Replacement Reserves | $ 314,581 | $ 358,974 | $ 199,393 | $ 203,094 | $ 235,219 |
| Telecom Replacement Reserves | 99,940 | 38,533 | 79,817 | 80,917 | 83,928 |
| GIS Replacement Reserves | 5,476 | 7,640 | 9,564 | 9,564 | 7,501 |
| WiFi | - | 265,000 | | - | 140,050 |
| Capital Contribution | 119,121 | 46,674 | 6,000 | 160,375 | 20,326 |
| Subtotal Other Financing Sources | $ 539,118 | $ 716,821 | $ 294,774 | $ 453,950 | $ 487,024 |
| *OTHER FINANCING USES:* | - | | | | |
| DP HW | $ 364,536 | $ 530,348 | $ 235,598 | $ 255,598 | $ 499,896 |
| DP SW | - | - | - | 304,698 | - |
| Telcom | - | - | - | - | - |
| GIS | - | - | - | - | - |
| WiFi | | - | - | - | - |
| Subtotal Other Financing Uses | $ 364,536 | $ 530,348 | $ 235,598 | $ 560,296 | $ 499,896 |
| Total Revenues and Other Sources | $ 1,661,272 | $ 1,871,238 | $ 1,567,437 | $ 1,801,113 | $ 1,822,187 |
| Total Expenses & Other Uses | $ 1,480,155 | $ 1,651,804 | $ 1,482,261 | $ 1,825,459 | $ 1,770,059 |
| Beginning Fund Balance: | $ 1,876,475 | $ 2,057,592 | $ 1,642,155 | $ 2,259,711 | $ 2,277,031 |
| Ending Fund Balance: | $ 2,057,592 | $ 2,277,026 | $ 1,727,331 | $ 2,235,365 | $ 2,329,159 |

LONG RANGE FINANCIAL PLAN

| 2007 Adopted | 2008 Adopted | 2009 Projected | 2010 Projected | 2011 Projected | 2012 Projected | *OPERATING BUDGET/ACTUAL* |
|---|---|---|---|---|---|---|
| | | | | | | **Internal Service Funds** |
| | | | | | | **Risk Management (501)** |
| | | | | | | *REVENUES:* |
| $ 431,542 | $ 438,531 | $ 453,880 | $ 469,765 | $ 486,207 | $ 503,224 | Internal servcie |
| 224,825 | 224,825 | 224,825 | 224,825 | 224,825 | 224,825 | Unemployment |
| 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | Miscellaneous |
| $ 681,367 | $ 688,356 | $ 703,705 | $ 719,590 | $ 736,032 | $ 753,049 | Total Revenues |
| | | | | | | *EXPENDITURES:* |
| - | - | - | - | - | - | Broker |
| $ 4,350 | $ 4,350 | $ 4,502 | $ 4,660 | $ 4,823 | $ 4,992 | Misc |
| 224,825 | 224,825 | 232,694 | 240,838 | 249,267 | 257,992 | Unemployment |
| 5,400 | 7,200 | 7,452 | 7,713 | 7,983 | 8,262 | Auto |
| 353,792 | 358,981 | 371,545 | 384,549 | 398,009 | 411,939 | Liability |
| - | - | - | - | - | - | Property |
| 18,000 | 18,000 | 18,630 | 19,282 | 19,957 | 20,655 | GF Claims |
| 50,000 | 50,000 | 51,750 | 53,561 | 55,436 | 57,376 | PS Claims |
| $ 656,367 | $ 663,356 | $ 686,573 | $ 710,604 | $ 735,475 | $ 761,216 | Subtotal Operating Expenses |
| $ 25,000 | $ 25,000 | $ 17,131 | $ 8,987 | $ 558 | $ (8,167) | *OPERATING INCOME (LOSS)* |
| | | | | | | *OTHER FINANCING SOURCES:* |
| $ - | $ - | $ - | $ - | $ - | $ - | Transfer In - |
| - | - | - | - | - | - | Transfer In - |
| $ - | $ - | $ - | $ - | $ - | $ - | Subtotal Other Financing Sources |
| $ 681,367 | $ 688,356 | $ 703,705 | $ 719,590 | $ 736,032 | $ 753,049 | Total Revenues and Other Sources |
| $ 656,367 | $ 663,356 | $ 686,573 | $ 710,604 | $ 735,475 | $ 761,216 | Total Expenditures & Other Uses |
| $ 4,620,900 | $ 4,645,900 | $ 4,670,900 | $ 4,688,031 | $ 4,697,018 | $ 4,697,575 | Beginning Fund Balance: |
| $ 4,645,900 | $ 4,670,900 | $ 4,688,031 | $ 4,697,018 | $ 4,697,575 | $ 4,689,409 | Ending Fund Balance: |
| | | | | | | **Information Systems (502)** |
| | | | | | | *REVENUES:* |
| $ 1,108,167 | $ 1,178,415 | $ 1,178,415 | $ 1,178,415 | $ 1,178,415 | $ 1,178,415 | DP |
| 220,145 | 230,744 | 230,744 | 230,744 | 230,744 | 230,744 | Com |
| 204,890 | 214,368 | 214,368 | 214,368 | 214,368 | 214,368 | GIS |
| 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | Inter Governmental |
| 22,000 | 22,000 | 22,000 | 22,000 | 22,000 | 22,000 | Other |
| $ 1,570,202 | $ 1,660,527 | $ 1,660,527 | $ 1,660,527 | $ 1,660,527 | $ 1,660,527 | Subtotal Operating Revenues |
| | | | | | | *EXPENDITURES:* |
| $ 43,575 | $ 45,236 | $ 45,236 | $ 45,236 | $ 45,236 | $ 45,236 | Court (512-50) |
| 403,109 | 417,942 | 417,942 | 417,942 | 417,942 | 417,942 | DP (518-88) |
| 97,435 | 101,042 | 101,042 | 101,042 | 101,042 | 101,042 | GAC (519-91) |
| 590,750 | 645,294 | 645,294 | 645,294 | 645,294 | 645,294 | PS (521-99) |
| 209,515 | 216,478 | 216,478 | 216,478 | 216,478 | 216,478 | Telcom (528) |
| 204,890 | 214,368 | 214,368 | 214,368 | 214,368 | 214,368 | GIS (532) |
| $ 1,549,274 | $ 1,640,360 | $ 1,640,360 | $ 1,640,360 | $ 1,640,360 | $ 1,640,360 | Subtotal Operating Expenses |
| $ 20,928 | $ 20,167 | $ 20,167 | $ 20,167 | $ 20,167 | $ 20,167 | *OPERATING INCOME (LOSS)* |
| | | | | | | *Capital and 1-Time Funding:* |
| $ 337,672 | $ 283,297 | $ 283,297 | $ 283,297 | $ 283,297 | $ 283,297 | DP Replacement Reserves |
| 151,877 | 75,372 | 75,372 | 75,372 | 75,372 | 75,372 | Telecom Replacement Reserves |
| 6,639 | 6,162 | 6,162 | 6,162 | 6,162 | 6,162 | GIS Replacement Reserves |
| - | - | - | - | - | - | WiFi |
| 16,440 | 57,000 | 57,000 | 57,000 | 57,000 | 57,000 | Capital Contribution |
| $ 512,628 | $ 421,831 | $ 421,831 | $ 421,831 | $ 421,831 | $ 421,831 | Subtotal Other Financing Sources |
| | | | | | | *OTHER FINANCING USES:* |
| $ 354,964 | $ 327,800 | $ - | $ - | $ - | $ - | DP HW |
| 89,700 | 114,700 | - | - | - | - | DP SW |
| 11,780 | 5,000 | - | - | - | - | Telcom |
| 4,580 | 16,000 | - | - | - | - | GIS |
| 20,000 | 20,000 | - | - | - | - | WiFi |
| $ 481,024 | $ 483,500 | $ - | $ - | $ - | $ - | Subtotal Other Financing Uses |
| $ 2,082,830 | $ 2,082,358 | $ 2,082,358 | $ 2,082,358 | $ 2,082,358 | $ 2,082,358 | Total Revenues and Other Sources |
| $ 2,030,298 | $ 2,123,860 | $ 1,640,360 | $ 1,640,360 | $ 1,640,360 | $ 1,640,360 | Total Expenses & Other Uses |
| $ 2,329,159 | $ 2,381,691 | $ 2,340,188 | $ 2,782,186 | $ 3,224,184 | $ 3,666,181 | Beginning Fund Balance: |
| $ 2,381,691 | $ 2,340,188 | $ 2,782,186 | $ 3,224,184 | $ 3,666,181 | $ 4,108,179 | Ending Fund Balance: |

**LONG RANGE FINANCIAL PLAN**

| *OPERATING BUDGET/ACTUAL* | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Projected |
|---|---|---|---|---|---|
| **Mail and Duplication Services (503)** | | | | | |
| *REVENUES:* | | | | | |
| M&O | $ 137,347 | $ 115,760 | $ 131,770 | $ 131,770 | $ 131,770 |
| Charge | 61 | 2,365 | - | - | - |
| Miscellaneous | 2,561 | 4,446 | 2,100 | 2,100 | 2,100 |
| Total Revenues | $ 139,969 | $ 122,571 | $ 133,870 | $ 133,870 | $ 133,870 |
| *EXPENDITURES:* | - | | | | |
| Mail Postage | $ 53,847 | $ 52,898 | $ 50,535 | $ 50,535 | $ 50,535 |
| Mail Courier | 15,248 | 16,755 | 16,100 | 16,100 | 16,100 |
| Duplication Equipment | 30,700 | 11,290 | 3,700 | 3,700 | 3,700 |
| Duplication R&M | 19,024 | 20,359 | 40,600 | 40,600 | 40,600 |
| Duplication Supplies | 19,138 | 20,106 | 21,605 | 21,605 | 21,605 |
| Meeting Coffee | 1,069 | 1,163 | 1,330 | 1,330 | 1,330 |
| Subtotal Operating Expenses | $ 139,026 | $ 122,571 | $ 133,870 | $ 133,870 | $ 133,870 |
| *OPERATING INCOME (LOSS)* | $ 943 | $ - | $ - | $ - | $ - |
| *Capital and 1-Time Funding:* | - | | | | |
| Capital Contribution | $ - | $ - | $ - | $ - | $ - |
| Replacement Reserves | 41,746 | 43,276 | 43,733 | 43,733 | 44,172 |
| Subtotal Other Financing Sources | $ 41,746 | $ 43,276 | $ 43,733 | $ 43,733 | $ 44,172 |
| *OTHER FINANCING USES:* | - | | | | |
| Capital | $ 26,591 | $ 55,877 | $ 38,000 | $ 38,000 | $ 38,000 |
| Subtotal Other Financing Uses | $ 26,591 | $ 55,877 | $ 38,000 | $ 38,000 | $ 38,000 |
| Total Revenues and Other Sources | $ 181,715 | $ 165,847 | $ 177,603 | $ 177,603 | $ 178,042 |
| Total Expenditures & Other Uses | $ 165,617 | $ 178,448 | $ 171,870 | $ 171,870 | $ 171,870 |
| Beginning Fund Balance: | $ 162,881 | $ 178,979 | $ 105,234 | $ 166,378 | $ 166,378 |
| Ending Fund Balance: | $ 178,979 | $ 166,378 | $ 110,967 | $ 172,111 | $ 172,550 |
| | | | - | | |
| **Fleet and Equipment (504)** | | | | | |
| *REVENUES:* | | | | | |
| M&O | $ 574,419 | $ 536,158 | $ 544,981 | $ 733,373 | $ 681,427 |
| Miscellaneous | 31,798 | 74,399 | 24,000 | 24,000 | 24,000 |
| Total Revenues | $ 606,217 | $ 610,557 | $ 568,981 | $ 757,373 | $ 705,427 |
| *EXPENDITURES:* | | | | | |
| PS-Tire | $ 17,597 | $ 14,125 | $ 12,070 | $ 12,070 | $ 12,070 |
| PS-Gas | 156,038 | 175,112 | 147,300 | 188,300 | 188,300 |
| PS-R&M | 163,488 | 163,143 | 134,900 | 143,300 | 143,300 |
| PS-Auto Insu | 41,757 | 31,537 | 11,628 | 17,028 | 35,998 |
| GF-Salary/Benefit | 38,312 | 35,516 | 32,854 | 32,854 | 32,854 |
| GF-Tires | 9,993 | 7,717 | 11,030 | 11,030 | 11,030 |
| GF-Gas | 64,573 | 79,473 | 69,700 | 96,700 | 96,700 |
| GF-Repair & Maintenance | 117,107 | 93,631 | 112,419 | 117,045 | 117,045 |
| GF-Insurance | 23,484 | 17,736 | 37,082 | 37,082 | 23,712 |
| Subtotal Operating Expenses | $ 632,349 | $ 617,990 | $ 568,983 | $ 655,409 | $ 661,009 |
| *OPERATING INCOME (LOSS)* | $ (26,132) | $ (7,433) | $ (2) | $ 101,964 | $ 44,418 |
| *Capital and 1-Time Funding:* | - | | | | |
| Capital Contribution | $ 26,015 | $ 86,704 | - | $ 42,241 | $ 71,888 |
| Replacement Reserves | 669,150 | 553,875 | 587,476 | 611,849 | 616,884 |
| Sale of Fixed Assets | 26,133 | 27,930 | - | - | 28,500 |
| Subtotal Other Financing Sources | $ 721,298 | $ 668,509 | $ 587,476 | $ 654,090 | $ 717,272 |
| *OTHER FINANCING USES:* | - | | | | |
| GF Vehicle/Equipment | $ 225,430 | $ 429,302 | $ 361,790 | $ 593,299 | $ 591,479 |
| PS Vehicle/Equipment | 254,776 | 235,264 | 38,000 | 37,398 | 39,220 |
| Transfer out | 13,107 | 8,000 | - | - | - |
| Subtotal Other Financing Uses | $ 493,313 | $ 672,566 | $ 399,790 | $ 630,697 | $ 630,699 |
| Total Revenues and Other Sources | $ 1,327,515 | $ 1,279,066 | $ 1,156,457 | $ 1,411,463 | $ 1,422,699 |
| Total Expenses & Other Uses | $ 1,125,662 | $ 1,290,556 | $ 968,773 | $ 1,286,106 | $ 1,291,708 |
| Beginning Fund Balance: | $ 2,248,095 | $ 2,449,948 | $ 2,342,414 | $ 2,438,458 | $ 2,438,458 |
| Ending Fund Balance: | $ 2,449,948 | $ 2,438,458 | $ 2,530,098 | $ 2,563,815 | $ 2,569,449 |

**LONG RANGE FINANCIAL PLAN**

| 2007 Adopted | 2008 Adopted | 2009 Projected | 2010 Projected | 2011 Projected | 2012 Projected | *OPERATING BUDGET/ACTUAL* |
|---|---|---|---|---|---|---|
| | | | | | | **Mail and Duplication Services (503)** |
| | | | | | | *REVENUES:* |
| $ 135,961 | $ 138,356 | $ 138,356 | $ 138,356 | $ 138,356 | $ 138,356 | M&O |
| - | - | - | - | - | - | Charge |
| 2,100 | 2,100 | 2,100 | 2,100 | 2,100 | 2,100 | Miscellaneous |
| $ 138,061 | $ 140,456 | $ 140,456 | $ 140,456 | $ 140,456 | $ 140,456 | Total Revenues |
| | | | | | | *EXPENDITURES:* |
| $ 57,726 | $ 60,121 | $ 60,121 | $ 60,121 | $ 60,121 | $ 60,121 | Mail Postage |
| 16,100 | 16,100 | 16,100 | 16,100 | 16,100 | 16,100 | Mail Courier |
| 3,700 | 3,700 | 3,700 | 3,700 | 3,700 | 3,700 | Duplication Equipment |
| 37,600 | 37,600 | 37,600 | 37,600 | 37,600 | 37,600 | Duplication R&M |
| 21,605 | 21,605 | 21,605 | 21,605 | 21,605 | 21,605 | Duplication Supplies |
| 1,330 | 1,330 | 1,330 | 1,330 | 1,330 | 1,330 | Meeting Coffee |
| $ 138,061 | $ 140,456 | $ 140,456 | $ 140,456 | $ 140,456 | $ 140,456 | Subtotal Operating Expenses |
| $ - | $ - | $ - | $ - | $ - | $ - | *OPERATING INCOME (LOSS)* |
| | | | | | | *Capital and 1-Time Funding:* |
| $ - | $ - | $ - | $ - | $ - | $ - | Capital Contribution |
| 52,879 | 53,589 | 53,589 | 53,589 | 53,589 | 53,589 | Replacement Reserves |
| $ 52,879 | $ 53,589 | $ 53,589 | $ 53,589 | $ 53,589 | $ 53,589 | Subtotal Other Financing Sources |
| | | | | | | *OTHER FINANCING USES:* |
| $ - | | $ - | $ - | $ - | $ - | Capital |
| $ - | $ - | $ - | $ - | $ - | $ - | Subtotal Other Financing Uses |
| $ 190,940 | $ 194,045 | $ 194,045 | $ 194,045 | $ 194,045 | $ 194,045 | Total Revenues and Other Sources |
| $ 138,061 | $ 140,456 | $ 140,456 | $ 140,456 | $ 140,456 | $ 140,456 | Total Expenditures & Other Uses |
| $ 172,550 | $ 225,429 | $ 279,018 | $ 332,607 | $ 386,196 | $ 439,785 | Beginning Fund Balance: |
| $ 225,429 | $ 279,018 | $ 332,607 | $ 386,196 | $ 439,785 | $ 493,374 | Ending Fund Balance: |
| | | | | | | **Fleet and Equipment (504)** |
| | | | | | | *REVENUES:* |
| $ 667,246 | $ 676,616 | $ 700,298 | $ 724,808 | $ 750,176 | $ 776,432 | M&O |
| 24,000 | 24,000 | 24,000 | 24,000 | 24,000 | 24,000 | Miscellaneous |
| $ 691,246 | $ 700,616 | $ 724,298 | $ 748,808 | $ 774,176 | $ 800,432 | Total Revenues |
| | | | | | | *EXPENDITURES:* |
| $ 12,070 | $ 12,070 | $ 12,432 | $ 12,805 | $ 13,189 | $ 13,585 | PS-Tire |
| 189,500 | 189,500 | 195,185 | 201,041 | 207,072 | 213,284 | PS-Gas |
| 164,520 | 171,195 | 176,331 | 181,621 | 187,070 | 192,682 | PS-R&M |
| 36,598 | 36,598 | 37,696 | 38,827 | 39,992 | 41,192 | PS-Auto Insu |
| 34,371 | 36,166 | 37,251 | 38,369 | 39,520 | 40,706 | GF-Salary/Benefit |
| 11,030 | 11,030 | 11,361 | 11,702 | 12,053 | 12,415 | GF-Tires |
| 97,900 | 97,900 | 100,837 | 103,862 | 106,978 | 110,187 | GF-Gas |
| 120,945 | 121,845 | 125,500 | 129,265 | 133,143 | 137,137 | GF-Repair & Maintenance |
| 24,312 | 24,312 | 25,041 | 25,792 | 26,566 | 27,363 | GF-Insurance |
| $ 691,246 | $ 700,616 | $ 721,634 | $ 743,284 | $ 765,583 | $ 788,551 | Subtotal Operating Expenses |
| $ - | $ - | $ 2,664 | $ 5,524 | $ 8,593 | $ 11,881 | *OPERATING INCOME (LOSS)* |
| | | | | | | *Capital and 1-Time Funding:* |
| $ 196,174 | $ - | $ - | $ - | $ - | $ - | Capital Contribution |
| 676,820 | 724,786 | 724,786 | 724,786 | 724,786 | 724,786 | Replacement Reserves |
| - | - | - | - | - | - | Sale of Fixed Assets |
| $ 872,994 | $ 724,786 | $ 724,786 | $ 724,786 | $ 724,786 | $ 724,786 | Subtotal Other Financing Sources |
| | | | | | | *OTHER FINANCING USES:* |
| $ 164,884 | $ 3,787 | $ - | $ - | $ - | $ - | GF Vehicle/Equipment |
| 435,783 | 175,880 | - | - | - | - | PS Vehicle/Equipment |
| 3,746 | - | - | - | - | - | Transfer out |
| $ 604,413 | $ 179,667 | $ - | $ - | $ - | $ - | Subtotal Other Financing Uses |
| $ 1,564,240 | $ 1,425,402 | $ 1,449,084 | $ 1,473,594 | $ 1,498,962 | $ 1,525,218 | Total Revenues and Other Sources |
| $ 1,295,659 | $ 880,283 | $ 721,634 | $ 743,284 | $ 765,583 | $ 788,551 | Total Expenses & Other Uses |
| $ 2,569,449 | $ 2,838,030 | $ 3,383,149 | $ 4,110,598 | $ 4,840,908 | $ 5,574,288 | Beginning Fund Balance: |
| $ 2,838,030 | $ 3,383,149 | $ 4,110,598 | $ 4,840,908 | $ 5,574,288 | $ 6,310,955 | Ending Fund Balance: |

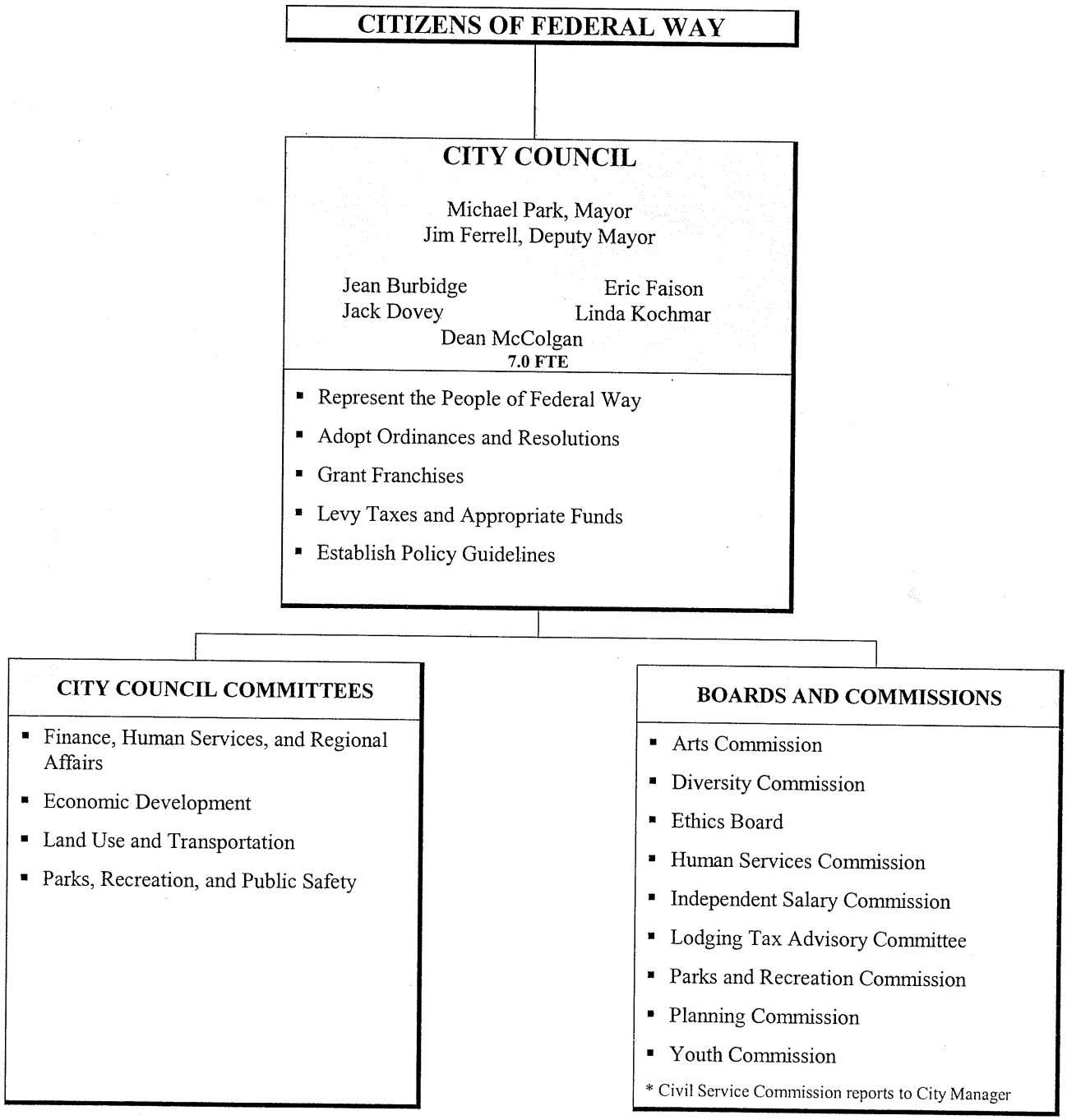
**LONG RANGE FINANCIAL PLAN**

| *OPERATING BUDGET/ACTUAL* | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Projected |
|---|---|---|---|---|---|
| **Building/Furnishings (505)** | | | | | |
| *REVENUES:* | | | | | |
| M&O | $ 332,267 | $ 430,818 | $ 373,456 | $ 373,456 | $ 373,456 |
| Rental Income | 11,000 | 12,230 | - | - | - |
| Miscellaneous | 1,656 | 3,883 | 1,200 | 1,200 | 1,200 |
| Total Revenues | $ 344,923 | $ 446,931 | $ 374,656 | $ 374,656 | $ 374,656 |
| *EXPENDITURES:* | | | | | |
| Court | $ 59,817 | $ 14 | $ - | $ - | $ - |
| Police | 4,572 | 3,132 | | - | - |
| City Hall | 185,776 | 343,086 | 282,909 | 382,909 | 382,909 |
| KLCC | 63,505 | 62,908 | 47,770 | 47,770 | 47,770 |
| Annex | 18,297 | 13,808 | 19,038 | 19,038 | 19,038 |
| Shop | 21,636 | 25,984 | 24,938 | 24,938 | 24,938 |
| Debt Service | - | - | - | - | - |
| Subtotal Operating Expenses | $ 353,603 | $ 448,932 | $ 374,655 | $ 474,655 | $ 474,655 |
| *OPERATING INCOME (LOSS)* | $ (8,680) | $ (2,001) | $ 1 | $ (99,999) | $ (99,999) |
| *Capital and 1-Time Funding:* | - | | | | |
| Capital Contribution | $ 21,347 | $ 100,000 | $ - | $ - | $ - |
| Replacement Reserves | 53,270 | 87,295 | 53,271 | 53,271 | 88,604 |
| Sale of Fixed Assets | 440 | 2,000 | - | - | - |
| Operating Transfer | - | - | - | 150,000 | 150,000 |
| Subtotal Other Financing Sources | $ 75,057 | $ 189,295 | $ 53,271 | $ 203,271 | $ 238,604 |
| *OTHER FINANCING USES:* | - | | | | |
| Shop | $ - | $ - | $ - | $ - | $ - |
| Court | - | - | - | - | - |
| City Hall | 12,629 | - | - | - | - |
| Annex | - | - | - | 150,000 | 150,000 |
| Subtotal Other Financing Uses | $ 12,629 | $ - | $ - | $ 150,000 | $ 150,000 |
| Total Revenues and Other Sources | $ 419,980 | $ 636,226 | $ 427,927 | $ 577,927 | $ 613,260 |
| Total Expenses & Other Uses | $ 366,232 | $ 448,932 | $ 374,655 | $ 624,655 | $ 624,655 |
| Beginning Fund Balance: | $ 55,516 | $ 109,264 | $ 162,057 | $ 296,558 | $ 296,558 |
| Ending Fund Balance: | $ 109,264 | $ 296,558 | $ 215,329 | $ 249,830 | $ 285,163 |

**LONG RANGE FINANCIAL PLAN**

| 2007 Adopted | 2008 Adopted | 2009 Projected | 2010 Projected | 2011 Projected | 2012 Projected | *OPERATING BUDGET/ACTUAL* |
|---|---|---|---|---|---|---|
| | | | | | | **Building/Furnishings (505)** |
| | | | | | | *REVENUES:* |
| $ 429,750 | $ 432,794 | $ 432,794 | $ 432,794 | $ 432,794 | $ 432,794 | M&O |
| - | - | - | - | - | - | Rental Income |
| 1,200 | 1,200 | 1,200 | 1,200 | 1,200 | 1,200 | Miscellaneous |
| $ 430,950 | $ 433,994 | $ 433,994 | $ 433,994 | $ 433,994 | $ 433,994 | Total Revenues |
| | | | | | | *EXPENDITURES:* |
| $ - | $ - | $ - | $ - | $ - | $ - | Court |
| - | - | - | - | - | - | Police |
| 377,462 | 379,128 | 379,128 | 379,128 | 379,128 | 379,128 | City Hall |
| - | - | - | - | - | - | KLCC |
| 23,794 | 24,233 | 24,233 | 24,233 | 24,233 | 24,233 | Annex |
| 29,694 | 30,133 | 30,133 | 30,133 | 30,133 | 30,133 | Shop |
| - | - | - | - | - | - | Debt Service |
| $ 430,950 | $ 433,494 | $ 433,494 | $ 433,494 | $ 433,494 | $ 433,494 | Subtotal Operating Expenses |
| $ - | $ 500 | $ 500 | $ 500 | $ 500 | $ 500 | *OPERATING INCOME (LOSS)* |
| | | | | | | *Capital and 1-Time Funding:* |
| $ 23,900 | $ - | $ - | $ - | $ - | $ - | Capital Contribution |
| 88,604 | 90,494 | 90,494 | 90,494 | 90,494 | 90,494 | Replacement Reserves |
| - | - | - | - | - | - | Sale of Fixed Assets |
| - | - | - | - | - | - | Operating Transfer |
| $ 112,504 | $ 90,494 | $ 90,494 | $ 90,494 | $ 90,494 | $ 90,494 | Subtotal Other Financing Sources |
| | | | | | | *OTHER FINANCING USES:* |
| $ - | $ - | $ - | $ - | $ - | $ - | Shop |
| - | - | - | - | - | - | Court |
| 23,900 | - | - | - | - | - | City Hall |
| - | - | - | - | - | - | Annex |
| $ 23,900 | $ - | $ - | $ - | $ - | $ - | Subtotal Other Financing Uses |
| $ 543,454 | $ 524,488 | $ 524,488 | $ 524,488 | $ 524,488 | $ 524,488 | Total Revenues and Other Sources |
| $ 454,850 | $ 433,494 | $ 433,494 | $ 433,494 | $ 433,494 | $ 433,494 | Total Expenses & Other Uses |
| $ 285,163 | $ 373,767 | $ 464,761 | $ 555,755 | $ 646,749 | $ 737,743 | Beginning Fund Balance: |
| $ 373,767 | $ 464,761 | $ 555,755 | $ 646,749 | $ 737,743 | $ 828,737 | Ending Fund Balance: |

CITY OF
Federal Way

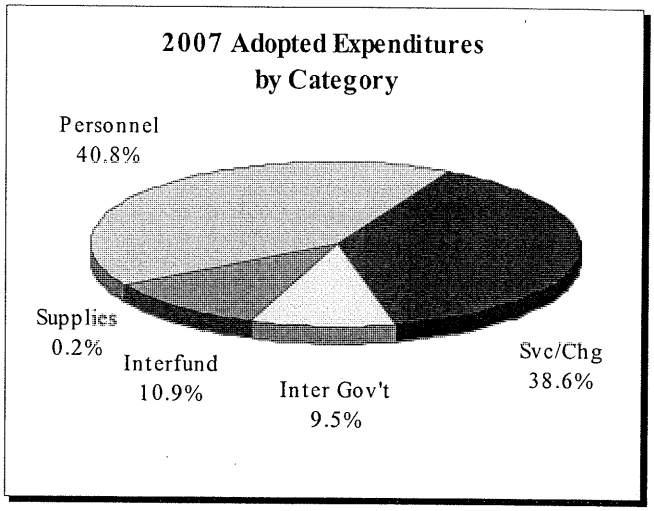

CITIZENS OF FEDERAL WAY
CITY COUNCIL
Michael Park, Mayor
Jim Ferrell, Deputy Mayor
Jean Burbidge
Jack Dovey
Eric Faison
Linda Kochmar
Dean McColgan
7.0 FTE
Represent the People of Federal Way
Adopt Ordinances and Resolutions
Grant Franchises
Levy Taxes and Appropriate Funds
Establish Policy Guidelines
CITY COUNCIL COMMITTEES
Finance, Human Services, and Regional Affairs
Economic Development
Land Use and Transportation
Parks, Recreation, and Public Safety
BOARDS AND COMMISSIONS
Arts Commission
Diversity Commission
Ethics Board
Human Services Commission
Independent Salary Commission
Lodging Tax Advisory Committee
Parks and Recreation Commission
Planning Commission
Youth Commission
* Civil Service Commission reports to City Manager

# CITY COUNCIL

**Responsible Manager:** ***Mayor Michael Park***

## PURPOSE/DESCRIPTION:

The City Council is the seven-member legislative branch of city government elected by and representing the people of Federal Way. Members elect one of their number as Mayor and another as Deputy Mayor. The City Council is the policy determining body of the City and exercises all legislative powers authorized under the State Constitution which are not specifically denied by State law, including adoption of ordinances, levying of taxes, appropriation of funds, establishment of compensation levels for City employees, and selection of the City Manager.




The Federal Way City Council meetings are held the first and third Tuesday of each month at 7:00 p.m. Public comments are welcome at the beginning of each meeting. The Council has four working committees: Economic Development Committee; Finance, Human Services and Regional Affairs Committee; Land Use and Transportation Committee; and the Parks, Recreation, and Public Safety Committee. The Mayor appoints committee chairs annually. All committee meetings are open to the public.

## GOALS/OBJECTIVES:

- Integrate the public safety strategy into all facets of City operations, building on a strong community-based approach.
- Create a multi-use urban city center that is pedestrian friendly, linked to neighborhoods and parks, and services as the social and economic hub of the City.
- Establish Federal Way as an economic leader and job center in South King County by attracting a regional market for high quality office and retail businesses.
- Maintain the capital facilities plan and provide financing options for transportation and surface water improvements, parks, recreation, cultural arts and public facilities.
- Ensure a responsive service culture within the City organization where employees listen carefully, treat citizens and each other respectfully and solve problems creatively, efficiently, and proactively.
- Position Federal Way as a regional leader by working collaboratively with other local and regional jurisdictions in order to leverage resources.

## ADOPTED PROGRAM CHANGES:

| Program | Department Submitted | | | | | | | Adopted | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | 2007 | | 2008 | | | | | 2007 | | 2008 | |
| | FTE | Fleet | 1-Time | Ongoing | 1-Time | Ongoing | | FTE | Fleet | 1-Time | Ongoing | 1-Time | Ongoing |
| **Subtotal Cost Reductions** | - | - | - | - | - | - | | - | - | - | - | - | - |
| Increase Conference Attendence | - | - | - | 8,399 | - | 8,711 | Y | - | - | - | 8,000 | - | 8,000 |
| Increase Food, Cellular Airtime, Misc | - | - | - | 2,075 | - | 2,151 | Y | - | - | - | 2,075 | - | 2,150 |
| Increase Association Dues | - | - | - | 7,259 | - | 7,259 | Y | - | - | - | 7,259 | - | 7,528 |
| **Subtotal Additions** | - | - | $ - | $ 17,733 | $ - | $ 18,121 | | - | - | $ - | $ 17,334 | $ - | $ 17,678 |
| **Total - City Council** | - | - | $ - | $ 17,733 | $ - | $ 18,121 | | - | - | $ - | $ 17,334 | $ - | $ 17,678 |

## POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| Mayor | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | N/A |
| Council Member | 6.0 | 6.0 | 6.0 | 6.0 | 6.0 | 6.0 | 6.0 | N/A |
| ***Total Regular Staffing*** | 7.0 | 7.0 | 7.0 | 7.0 | 7.0 | 7.0 | 7.0 | |
| ***Change from prior year*** | - | - | - | - | - | - | - | |
| Grand Total Staffing | 7.0 | 7.0 | 7.0 | 7.0 | 7.0 | 7.0 | 7.0 | |

# CITY COUNCIL

**Responsible Manager:** ***Mayor Michael Park***

## HIGHLIGHTS/CHANGES:

The City Council's 2007 and 2008 adopted baseline budget total $365,466 and $370,247, respectively. This is an increase of 27.2% from the 2006 adjusted budget. Major program changes include:

- Salaries & Benefits – Reduced 2007/08 salary and benefits to reflect actual costs based on Independent Salary Commission decision.
- Professional Services – Restored council retreat facilitator from 1-time to ongoing.
- Travel & Training – Restored Sister City program from 1-time to ongoing and increased conference attendance.
- Association Dues – Restored association dues from 1-time to ongoing (Suburban Cities Association, National League of Cities and Puget Sound Regional Council Dues).

## REVENUE AND EXPENDITURE SUMMARY:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary*** | | | | | | | | | | |
| | General Gov't | $ 306,685 | $ 344,137 | $ 323,195 | $ 409,317 | $ 427,315 | $ 365,466 | $ 370,247 | $ (43,851) | -10.7% |
| | ***Total Revenues*** | $ 306,685 | $ 344,137 | $ 323,195 | $ 409,317 | $ 427,315 | $ 365,466 | $ 370,247 | $ (43,851) | -10.7% |
| ***Expenditure Summary*** | | | | | | | | | | |
| 110 | Salaries & Wages | 93,900 | 93,900 | 125,400 | 124,628 | 124,628 | 102,432 | 105,408 | (22,196) | -17.8% |
| 111/1 | Temporary Help | - | - | - | - | - | - | - | - | n/a |
| 120 | Overtime | - | - | - | - | - | - | - | - | n/a |
| 200 | Benefits | 24,082 | 58,588 | 42,857 | 43,026 | 43,026 | 46,691 | 48,062 | 3,665 | 8.5% |
| 31X | Supplies | 3,344 | 1,789 | 100 | 100 | 2,331 | 619 | 638 | 519 | 519.0% |
| 36X | Maintenance Supplies | - | - | - | - | - | - | - | - | n/a |
| 3XX | Other Opr Supplies | - | - | - | - | - | - | - | - | n/a |
| 41X | Professional Srvs | 5,498 | 5,503 | 1,000 | 1,000 | 2,000 | 7,000 | 7,000 | 6,000 | 600.0% |
| 43X | Travel & Training | 10,249 | 11,243 | 5,125 | 5,125 | 13,383 | 18,125 | 18,125 | 13,000 | 253.7% |
| 42/47 | Utility & Communications | - | 165 | - | - | 484 | 519 | 537 | 519 | n/a |
| 48X | Repairs & Mtc | - | - | - | - | - | - | - | - | n/a |
| 497 | Association Dues | 86,629 | 47,411 | 41,123 | 41,123 | 47,181 | 114,383 | 114,652 | 73,260 | 178.1% |
| 4XX | Other Misc Exp | 180 | 302 | 135 | 135 | 2,050 | 1,172 | 1,210 | 1,037 | 768.1% |
| 51/3X | Intgvtl Svcs/Assessmts | 30,738 | 30,802 | 34,655 | 34,655 | 32,015 | 34,655 | 34,655 | - | 0.0% |
| 914/22 | DP/GAC M&O | - | - | - | 60 | 59 | 60 | 62 | - | 0.0% |
| 920 | Tel M&O | 3,183 | 2,783 | 3,326 | 3,326 | 3,295 | 3,342 | 3,427 | 16 | 0.5% |
| 950 | Bldg M&O | 5,769 | 24,105 | 21,199 | 26,835 | 26,835 | 28,392 | 28,489 | 1,557 | 5.8% |
| 960 | Risk M&O | 5,220 | 2,353 | 4,465 | 5,165 | 5,155 | 5,103 | 5,103 | (62) | -1.2% |
| 990 | Mail M&O | 546 | 430 | 489 | 489 | 488 | 488 | 488 | (1) | -0.2% |
| 94X | Capital Contributions | 17 | | 60 | | | | | - | n/a |
| 9XX | Replacement Reserves | 1,990 | 1,980 | 1,656 | 1,649 | 2,384 | 2,485 | 2,391 | 836 | 50.7% |
| | ***Total Opr Expend*** | $ 271,346 | $ 281,354 | $ 281,590 | $ 287,316 | $ 305,314 | $ 365,466 | $ 370,247 | $ 78,150 | 27.2% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 31X | Supplies | - | - | - | 1,000 | 1,000 | - | - | (1,000) | -100.0% |
| 41X | Professional Srvs | - | - | - | 45,000 | 45,000 | - | - | (45,000) | -100.0% |
| 43X | Travel & Training | - | - | 10,000 | 10,000 | 10,000 | - | - | (10,000) | -100.0% |
| 497 | Association Dues | 35,339 | 62,783 | 31,605 | 66,001 | 66,001 | - | - | (66,001) | -100.0% |
| | ***Total One-Time Exp*** | $ 35,339 | $ 62,783 | $ 41,605 | $ 122,001 | $ 122,001 | $ - | $ - | $ (122,001) | -100.0% |
| | ***Total Expenditures*** | $ 306,685 | $ 344,137 | $ 323,195 | $ 409,317 | $ 427,315 | $ 365,466 | $ 370,247 | $ (43,851) | -10.7% |

# CITY COUNCIL

**Responsible Manager:** ***Mayor Michael Park***

## COUNCIL COMMITTEES ROLES AND RESPONSIBILITIES

### ECONOMIC DEVELOPMENT COMMITTEE:

The Economic Development Committee reviews issues and policies pertaining to economic development in Federal Way, particularly in the downtown core area. 2006 Committee members are: Councilmember Eric Faison (Chair), Councilmember Jeanne Burbidge, and Councilmember Dean McColgan.

Committee meetings are held on the 3rd Tuesday of each month at 5:30 PM in the Hylebos Conference Room at City Hall. Meetings are subject to change; please refer to the Weekly Meeting Calendar for the current schedule.

### FINANCE, HUMAN SERVICES, AND REGIONAL AFFAIRS COMMITTEE:

The Finance, Human Services, and Regional Affairs Committee (FHSRAC) reviews issues and policies related to the city's budget and fiscal affairs, financial operations, human services funding allocation, Community Development Block Grant allocation, and legislative and regional relations. Some of the items considered by the FHSRAC on a regular basis are county, state and federal legislative issues, franchise agreements, equipment purchases, and financial reports. The city's Human Services Commission, Diversity Commission, and Lodging Tax Advisory Committee report to FHSRAC. 2006 Committee members are: Councilmember Linda Kochmar (Chair), Councilmember Jeanne Burbidge, and Councilmember Jack Dovey.

Regular committee meetings are held on the 4th Tuesday of each month at 5:30 PM in the Hylebos Conference Room at City Hall, unless otherwise noted.

### LAND USE AND TRANSPORTATION COMMITTEE:

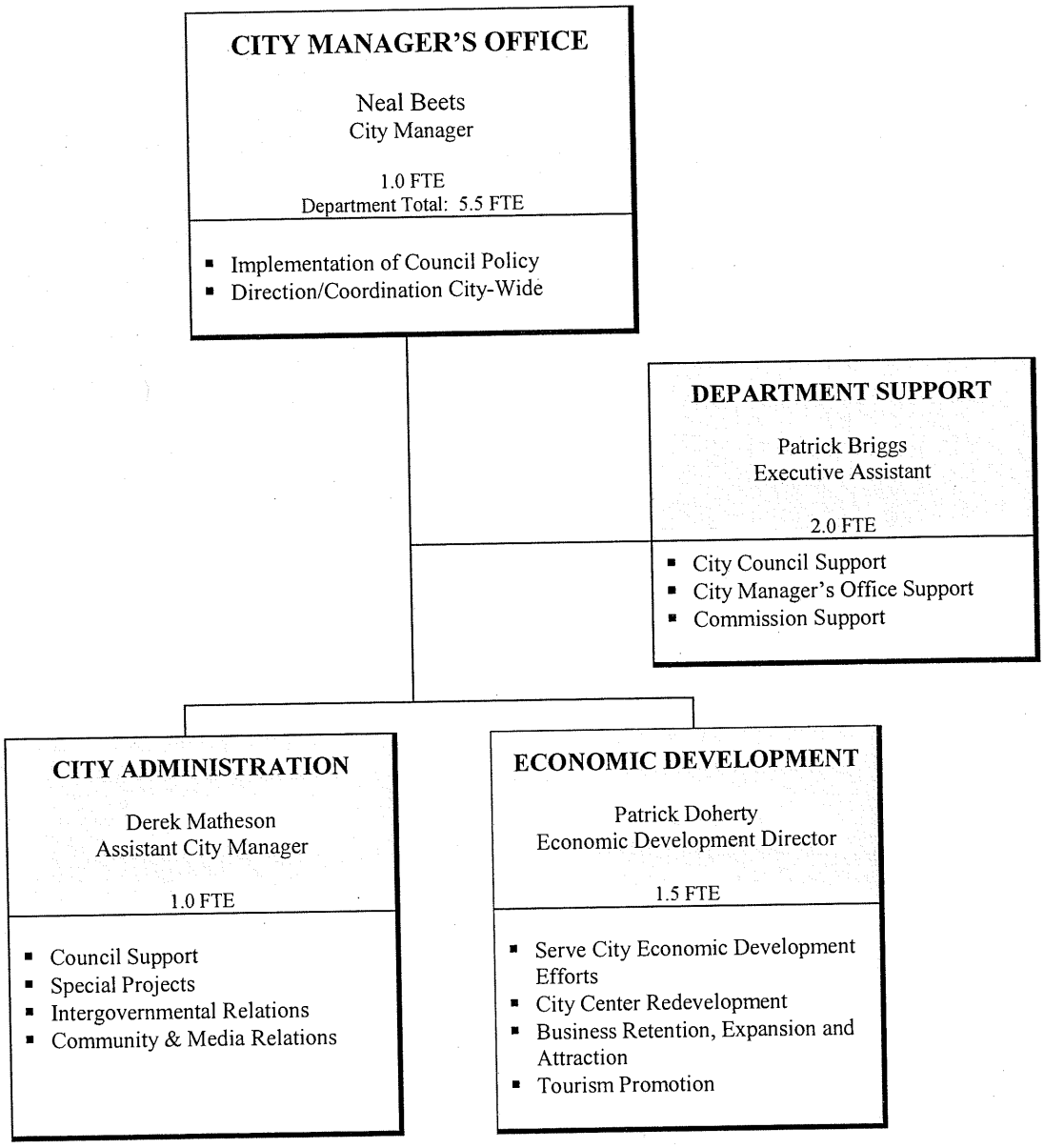
The Council Land Use Transportation Committee considers all zoning, planning, and transportation related policies and issues. Items that are typically reviewed by the Committee include: comprehensive plan amendments; zoning designation changes/variances; design guideline changes; any change in City code governing land use and development; and all surface water and transportation project related design, construction and funding. The Planning Commission reports to the LUTC. 2006 Committee members are: Councilmember Jack Dovey (Chair), Councilmember Eric Faison, and Councilmember Dean McColgan.

Committee meetings are held on the 1st & 3rd Monday of each month at 5:30 PM in the Council Chambers at City Hall, unless otherwise noted. These meetings are broadcasted live and replayed prior to the next meeting.

### PARKS, RECREATION, AND PUBLIC SAFETY COMMITTEE:

The Parks, Recreation, Human Services and Public Safety (PRPS) Committee reviews issues related to these particular areas. Items considered by this Committee include development and construction of parks and other city facilities, and public safety issues. The city's Parks Commission, Arts Commission, and Youth Commission all report to the PRPS Committee. 2006 Committee members are: Councilmember Jeanne Burbidge (Chair), Councilmember Jim Ferrell, and Councilmember Linda Kochmar.

Committee meetings are held on the 2nd Monday of each month at 6:00 PM in the Hylebos Conference Room at City Hall, unless otherwise noted.


CITY MANAGER'S OFFICE
Neal Beets
City Manager
1.0 FTE
Department Total: 5.5 FTE
Implementation of Council Policy
Direction/Coordination City-Wide
DEPARTMENT SUPPORT
Patrick Briggs
Executive Assistant
2.0 FTE
City Council Support
City Manager's Office Support
Commission Support
CITY ADMINISTRATION
Derek Matheson
Assistant City Manager
1.0 FTE
Council Support
Special Projects
Intergovernmental Relations
Community & Media Relations
ECONOMIC DEVELOPMENT
Patrick Doherty
Economic Development Director
1.5 FTE
Serve City Economic Development Efforts
City Center Redevelopment
Business Retention, Expansion and Attraction
Tourism Promotion

## CITY MANAGER DEPARTMENT OVERVIEW

**Responsible Manager:** ***Neal Beets, City Manager***

### 2005/2006 ACCOMPLISHMENTS

- Directed the design and construction process for the Community Center
- Directed economic development and downtown redevelopment efforts including the City Center Planned Action Environmental Impact Statement, downtown market study, City Center code amendments, and creation of a City Center Redevelopment Fund.
- Supported the nonprofit organization that managed the second annual Han Woo-Ri Korean Sports and Cultural Festival
- Successfully bid for and sponsored the Reebok (now Subaru USA) Women's Triathlon
- Implemented tourism-promotion programs including a rack card; attractions/events flyer; tourism enhancement grants; state and local tourism website improvements; and advertisements in various publications
- Placed a "regional report" in Washington CEO magazine
- Completed a marketing effort to Fortune Magazine's "fastest-growing" companies
- Worked with Congress, the Legislature, and regional governments to advance the City's position on priority issues and seek funding for City projects. Received $108.6 million for the Triangle project, $856,000 for the Joe's Creek project, and $75,000 for the Han Woo-Ri Festival
- Maintained effective relationships with local media, produced City Update newsletters three times per year, and produced periodic City Manager columns for the Federal Way Mirror
- Managed construction of the Police Evidence Building
- Negotiated the acquisition of Camp Kilworth
- Worked with Sound Transit to complete the Federal Way Transit Center
- Promoted effective and timely customer service
- Supported Diversity Commission and sister city projects

### 2007/2008 ANTICIPATED KEY PROJECTS

- Seek voter approval on new/increased revenue to improve City services
- Facilitate annexation decision and coordinate process
- Continue to emphasize the customer service culture
- Aggressively implement economic development and downtown revitalization efforts
- Ensure timely completion and opening of the new Community Center
- Work with Congress, the Legislature, and regional governments to advance the City's position and seek funding for City projects
- Maintain effective relationships with local media and continue to produce City Update newsletters and City Manager columns
- Provide effective support to the City Council
- Provide effective support to Diversity Commission and sister city projects
- Direct economic development and downtown redevelopment efforts including the City Center Planned Action EIS, a lifestyle retail market study, potential site planning and rendering of key redevelopment sites, and marketing of downtown redevelopment opportunities
- Coordinate Lodging Tax Advisory Committee (LTAC) and its work program to promote tourism
- Increase marketing of Federal Way to prospective businesses through video, articles, advertisements, etc.
- Support the City Council's Economic Development Committee, the Lodging Tax Advisory Committee, and LTAC's marketing subcommittee

# CITY MANAGER DEPARTMENT OVERVIEW

**Responsible Manager:** ***Neal Beets, City Manager***

## ADOPTED PROGRAM CHANGES:

| Program | Department Submitted | | | | | | Adopted | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | 2007 | | 2008 | | | | | 2007 | | 2008 | |
| | FTE | Fleet | 1-Time | Ongoing | 1-Time | Ongoing | | FTE | Fleet | 1-Time | Ongoing | 1-Time | Ongoing |
| Eliminate Management Analyst Intern | - | - | - | (21,246) | - | (22,032) | N | - | - | - | - | - | - |
| Reduce Supplies, Food, Mileage | - | - | - | (1,278) | - | (1,237) | N | - | - | - | - | - | - |
| **Subtotal Cost Reductions** | - | - | $ - | $ (22,524) | $ - | $ (23,269) | | - | - | $ - | $ - | $ - | $ - |
| CM-Contract Federal Lobbyist $12K (2007) and $22K (2008), funded by transfer in from Transportation CIP. | - | - | - | - | - | - | Y | - | - | - | - | - | - |
| CM-Increase Public Defender Costs | - | - | - | 31,110 | - | 85,729 | Y | - | - | - | 31,110 | - | 85,729 |
| CM-City Newsletter | - | - | - | 4,148 | - | 4,301 | Y | - | - | - | 4,148 | - | 4,301 |
| CM-Service Satisfaction Survey | - | - | - | - | - | - | Y | - | - | - | - | 20,000 | - |
| CM-Accredidation Feasibility | - | - | - | - | - | - | Y | - | - | 3,300 | - | - | - |
| CM-Support Historical Society | - | - | - | - | - | - | Y | - | - | 5,000 | - | - | - |
| CM-Friends of Hylebos Contract - Council added. | - | - | - | - | - | - | Y | - | - | 10,000 | - | 10,000 | - |
| EDC-Small Business Developmt Ctr | - | - | 9,063 | - | - | - | Y | - | - | 9,063 | - | - | - |
| EDC-Downtown Redevelopment & Econcomic Development. CM recommended $100K in contracted services funded by transfer of interest earnings from Downtown CIP Fund. | 2.0 | - | 18,540 | 182,654 | - | 197,795 | Y | - | - | - | - | - | - |
| EDC-Seattle Enterprise Dues - Council added. | - | - | - | - | - | - | Y | - | - | 5,000 | - | 5,000 | - |
| **Subtotal Additions** | 2.0 | - | $ 27,603 | $ 217,912 | $ - | $ 287,825 | | - | - | $ 32,363 | $ 35,258 | $ 35,000 | $ 90,030 |
| **Total - City Manager** | 2.0 | - | $ 27,603 | $ 195,388 | $ - | $ 264,556 | | - | - | $ 32,363 | $ 35,258 | $ 35,000 | $ 90,030 |

## PROPOSITION 1 ADDITIONS:

| Description | Proposition 1 | | | | | |
|---|---|---|---|---|---|---|
| | | | 2007 | | 2008 | |
| | FTE | Fleet | 1-Time | Ongoing | 1-Time | Ongoing |
| Increase Public Defender Contract | - | - | - | 35,250 | - | 47,000 |
| **Total -City Manager** | - | - | $ - | $ 35,250 | $ - | $ 47,000 |

## PERFORMANCE MEASURES:

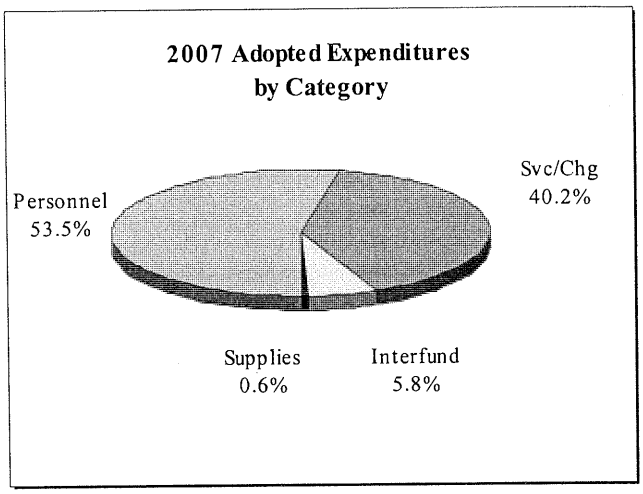
| Type/Description | 2005 | 2006 | 2007 | 2008 |
|---|---|---|---|---|
| Workload Measures: | | | | |
| • Total operating budget managed (in millions of $) | $39.7 | $41.4 | $47.1 | $47.7 |
| • Total FTEs managed | 302.6 | 307.6 | 345.4 | 345.4 |
| • Total CIP budget managed (in millions of $) | $11.4 | $22.9 | $33.9 | $20.1 |
| • Number of City Council goals/directives managed | 5 | 6 | 6 | 6 |
| Outcome Measures: | | | | |
| • Number of media releases | 64 | 60 | 68 | 68 |
| • Percent of CIP constructed vs. budget | 100% | 100% | 60% | 60% |
| Efficiency Measures: | | | | |
| • Administrative costs as % of operating budget | 10% | 10% | 11% | 11% |
| • Operating budget per employee | $131,148 | $134,656 | $136,391 | $137,990 |

## CITY MANAGER OVERVIEW

**Responsible Manager:** ***Neal Beets, City Manager***

### PURPOSE/DESCRIPTION:

The City Manager's Office provides management direction and coordination of all City departments and activities, in accordance with policies and direction of the City Council. The City Manager's Office also manages City programs for economic development, intergovernmental relations, media, and community relations. The City Manager's Office provides the City Council and management with a complete financial plan for all City funds and activities through the preparation and administration of the biennial budget and Capital Improvement Plan.




### GOALS/OBJECTIVES:

- Begin implementation of the city's Economic Development initiatives.
- Facilitate Council decision making and policy development by providing unbiased, thorough, and professional analysis.
- Carryout Council policies and directions effectively and efficiently.
- Instill a customer service culture and can do attitude in the City Government.
- Manage city resources in a responsible and responsive manner.

### DEPARTMENT SUMMARY:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| 3XX | General Gov't | $ 3,788,814 | $ 2,109,716 | $ 719,773 | $ 2,108,869 | $ 1,195,868 | $ 3,259,890 | $ 1,316,547 | $ 1,151,022 | 54.6% |
| | Transfer In - CIP | | | - | - | - | 60,000 | 70,000 | 60,000 | n/a |
| | Transfer In - Capital | - | - | - | - | - | 100,000 | - | 100,000 | n/a |
| 109 | Lodging Tax | 144,822 | 467,024 | 150,000 | 150,000 | 150,000 | 182,100 | 187,353 | 32,100 | 21.4% |
| ***Total Revenues*** | | $ 3,933,636 | $ 2,576,740 | $ 869,773 | $ 2,258,869 | $ 1,345,868 | $ 3,601,990 | $ 1,573,900 | $ 1,343,122 | 59.5% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 20 | City Manager | 546,644 | 716,067 | 502,157 | 753,147 | 750,811 | 1,042,493 | 1,144,048 | 289,346 | 38.4% |
| 20 | Economic Development | 135,412 | 130,684 | 118,622 | 118,643 | 114,758 | 200,581 | 206,673 | 81,937 | 69.1% |
| ***Subtotal GF Oper Exp*** | | $ 682,055 | $ 846,751 | $ 620,780 | $ 871,791 | $ 865,570 | $ 1,243,074 | $ 1,350,721 | $ 371,284 | 42.6% |
| 109 | Lodging Tax | 186,625 | 509,592 | 150,000 | 282,627 | 282,627 | 182,100 | 187,353 | (100,527) | -35.6% |
| ***Total Oper Exp*** | | $ 868,680 | $ 1,356,343 | $ 770,780 | $ 1,154,418 | $ 1,148,197 | $ 1,425,174 | $ 1,538,074 | $ 270,757 | 23.5% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 20 | City Manager | 130,393 | 137,035 | 98,993 | 155,081 | 161,048 | 18,487 | 30,826 | (136,594) | -88.1% |
| 20 | Economic Development | - | 97,900 | - | 174,250 | 169,250 | 114,063 | 5,000 | (60,187) | -34.5% |
| CW | Capital | 2,976,366 | 1,028,030 | - | - | - | 30,000 | - | 30,000 | n/a |
| CW | Debt Service | - | - | - | - | - | 1,000,000 | - | 1,000,000 | n/a |
| CW | Contingency | - | - | - | 907,747 | - | 1,014,266 | - | 106,519 | 11.7% |
| | ***Total One-Time Exp*** | $ 3,106,759 | $ 1,262,965 | $ 98,993 | $ 1,237,078 | $ 330,298 | $ 2,176,816 | $ 35,826 | $ 939,738 | 76.0% |
| | ***Total Expenditures*** | $ 3,975,439 | $ 2,619,308 | $ 869,773 | $ 2,391,496 | $ 1,478,495 | $ 3,601,990 | $ 1,573,900 | $ 1,210,495 | 50.6% |

### DEPARTMENT POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| City Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | Negotiated |
| Assistant City Manager | 2.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 52A |
| Economic Development Director | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 51 |
| Executive Assistant | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 31 |
| Administrative Assistant II | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 24 |
| Economic Development Assistant | - | - | - | - | - | 0.50 | 0.50 | 30 |
| ***Total Regular Staffing*** | 6.00 | 5.00 | 5.00 | 5.00 | 5.00 | 5.50 | 5.50 | |
| ***Change from prior year*** | - | (1.00) | - | - | - | 0.50 | - | |
| Grand Total Staffing | 6.00 | 5.00 | 5.00 | 5.00 | 5.00 | 5.50 | 5.50 | |

## CITY MANAGER OVERVIEW

**Responsible Manager:** ***Neal Beets, City Manager***

### HIGHLIGHTS/CHANGES:

The City Manager's baseline adopted budget totals $1,261,074 in 2007 and $1,368,721 in 2008. This is a 42.2% or $374K increase from the 2006 adjusted budget. Major program changes include:

- Salaries & Benefits – Increased to reflect new City Manager's Contract
- Temporary Help – Increased due to conversion of Economic Development Assistant and Management Intern from 1-time to ongoing.
- Professional Services – Increased due to conversion of state and federal lobbyists and economic development service contracts from 1-time to ongoing. Also, include increased public defender costs and additional funding through Proposition 1 for future caseloads due to more police officers.
- Miscellaneous expenses – Increased to reflect the conversion of city newsletter from 1-time to ongoing and also increased costs in 2007/08.

### REVENUE AND EXPENDITURE SUMMARY:

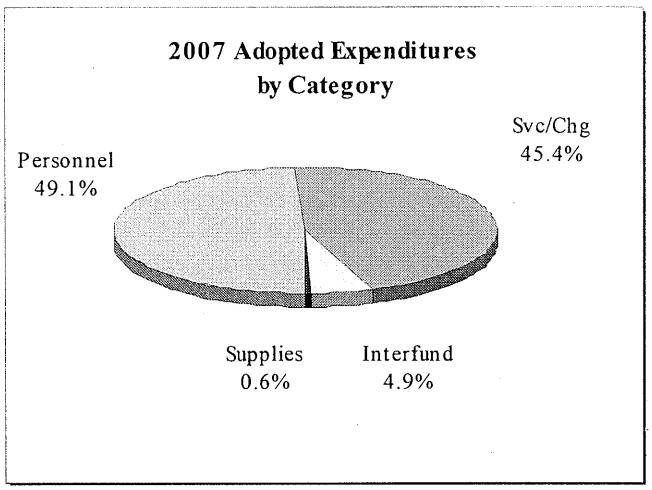
| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| 3XX | General Gov't | $ 3,788,814 | $ 2,109,716 | $ 719,773 | $ 2,108,869 | $ 1,195,868 | $ 3,259,890 | $ 1,316,547 | $ 1,151,022 | 54.6% |
| | Transfer In - CIP | - | - | - | - | - | 60,000 | 70,000 | 60,000 | n/a |
| | Transfer In - Capital | - | - | - | - | - | 100,000 | - | 100,000 | n/a |
| 109 | Lodging Tax | 144,822 | 467,024 | 150,000 | 150,000 | 150,000 | 182,100 | 187,353 | 32,100 | 21.4% |
| | ***Total Revenues*** | $ 3,933,636 | $ 2,576,740 | $ 869,773 | $ 2,258,869 | $ 1,345,868 | $ 3,601,990 | $ 1,573,900 | $ 1,343,122 | 59.5% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries & Wages | 475,477 | 430,617 | 442,019 | 439,298 | 439,298 | 494,280 | 509,112 | 54,982 | 12.5% |
| 111/1 | Temporary Help | 4,103 | 4,348 | 6,440 | 6,440 | 6,440 | 61,928 | 61,928 | 55,488 | 861.6% |
| 200 | Benefits | 96,667 | 94,446 | 102,176 | 104,268 | 104,268 | 117,849 | 133,964 | 13,582 | 13.0% |
| 31X | Supplies | 11,157 | 6,304 | 6,667 | 6,667 | 5,000 | 6,950 | 6,950 | 283 | 5.7% |
| 41X | Professional Srvs | 19,192 | 254,488 | 3,932 | 252,894 | 251,662 | 461,351 | 537,720 | 208,457 | 82.8% |
| 43X | Travel & Training | 16,455 | 8,417 | 6,070 | 6,070 | 3,700 | 8,510 | 8,510 | 2,440 | 65.9% |
| 47/42X | Util & Comm | 14 | 39 | 100 | 100 | - | 100 | 100 | - | n/a |
| 497 | Association Dues | 2,157 | 1,525 | 2,600 | 2,600 | 2,600 | 8,100 | 8,100 | 5,500 | 211.5% |
| 4XX | Other Misc Exp | 5,355 | 5,006 | 6,316 | 6,316 | 3,475 | 28,649 | 28,802 | 22,333 | 642.7% |
| 914 | DP M&O | 10,725 | 9,796 | 11,414 | 11,585 | 11,444 | 13,252 | 13,592 | 1,667 | 14.4% |
| 918 | GIS M&O | 1,514 | 1,111 | 1,466 | 1,466 | 1,465 | 2,183 | 2,277 | 717 | 48.9% |
| 920 | Tel M&O | 7,826 | 6,841 | 8,176 | 8,176 | 8,100 | 9,134 | 9,344 | 958 | 11.7% |
| 950 | Bldg M&O | 9,856 | 7,073 | 6,221 | 7,875 | 7,875 | 8,331 | 8,360 | 456 | 5.8% |
| 960 | Risk M&O | 8,951 | 4,034 | 7,655 | 8,855 | 8,837 | 9,440 | 9,440 | 585 | 6.6% |
| 990 | Mail M&O | 3,499 | 2,751 | 3,132 | 3,132 | 3,122 | 3,572 | 3,572 | 440 | 14.0% |
| 94X | Capital Contributions | 376 | - | 171 | - | - | - | - | - | n/a |
| 9XX | Replacement Reserves | 8,731 | 9,952 | 6,225 | 6,049 | 8,284 | 9,445 | 8,950 | 3,396 | 56.1% |
| 900 | Intfund Svc Pmts | 13,000 | 15,000 | 15,000 | 15,000 | 15,000 | 18,000 | 18,000 | 3,000 | 20.0% |
| | ***Total Opr Expend*** | $ 695,055 | $ 861,751 | $ 635,780 | $ 886,791 | $ 880,570 | $ 1,261,074 | $ 1,368,721 | $ 374,284 | 42.2% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 110 | Salaries & Wages | 14,194 | - | 18,029 | 17,918 | 17,918 | - | - | (17,918) | -100.0% |
| 111 | Temporary Help | 7,845 | 38,120 | - | 50,579 | 50,579 | - | - | (50,579) | -100.0% |
| 120 | Overtime | - | 225 | - | - | - | - | - | - | n/a |
| 200 | Benefits | 2,565 | 3,962 | 2,459 | 2,459 | 2,459 | - | - | (2,459) | -100.0% |
| 31X | Supplies | 160 | 103 | - | - | - | - | - | - | n/a |
| 3XX | Other Operating Supplies | 20 | - | 333 | 333 | - | - | - | (333) | -100.0% |
| 41X | Professional Srvs | 227,188 | 600,414 | 193,162 | 494,910 | 497,798 | 291,463 | 199,353 | (203,447) | -41.1% |
| 43X | Travel & Training | 9,726 | - | - | - | - | - | - | - | n/a |
| 47/42 | Util & Comm | 27,916 | 11,760 | - | - | - | - | - | - | n/a |
| 497 | Association Dues | - | - | - | 10,000 | 5,000 | 5,000 | 5,000 | (5,000) | -50.0% |
| 4XX | Other Misc Exp | 14,404 | 59,521 | 20,010 | 20,010 | 23,422 | - | - | (20,010) | -100.0% |
| 552 | Interfund Contributions | - | 15,000 | - | - | - | - | - | - | n/a |
| 9XX | Intfund Svc Pmts | - | 423 | - | 749 | 749 | 187 | 826 | (562) | -75.0% |
| | ***Total One-Time Exp*** | $ 304,018 | $ 729,527 | $ 233,993 | $ 596,958 | $ 597,925 | $ 296,650 | $ 205,179 | $ (300,308) | -50.3% |
| CW | Capital | 2,976,366 | 1,028,030 | - | - | - | 30,000 | - | 30,000 | n/a |
| CW | Contingency | - | - | - | 907,747 | - | 1,014,266 | - | 106,519 | 11.7% |
| CW | Debt Service | - | - | - | - | - | 1,000,000 | - | 1,000,000 | n/a |
| | ***Total City-Wide Exp*** | $ 2,976,366 | $ 1,028,030 | $ - | $ 907,747 | $ - | $ 2,044,266 | $ - | $ 1,136,519 | 125.2% |
| | ***Total Expenditures*** | $ 3,975,439 | $ 2,619,308 | $ 869,773 | $ 2,391,496 | $ 1,478,495 | $ 3,601,990 | $ 1,573,900 | $ 1,210,495 | 50.6% |

## CITY MANAGER ADMINISTRATION

**Responsible Manager:** ***Neal Beets, City Manager***

### PURPOSE/DESCRIPTION:

The City Manager's Office provides management direction and coordination of all City departments and activities, in accordance with policies and direction of the City Council. The Office also manages City programs for economic development, intergovernmental relations, media, and community relations. The Office provides the City Council and management with a complete financial plan for all City funds and activities through the preparation and administration of the biennial budget and Capital Improvement Plan.




### GOALS/OBJECTIVES:

- Lead the organization to implement Council's vision, goals, policies, direction with the SPIRIT (Service, Pride, Integrity, Respect, Initiative, and Team-work) value
- Ensure effective management and deployment of human, financial and material resources
- Lead and coordinate City's role in local, regional, state and federal issues to further and achieve City Council's vision and goals
- Lead and coordinate proactive economic development efforts to create and maintain a dynamic city center and vital neighborhoods
- Lead and coordinate proactive and effective communications with citizens, the news media, and employees
- Coordinate activities of the Sister City Program

### POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| City Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | Negotiated |
| Assistant City Manager | 2.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 52A |
| Executive Assistant | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 31 |
| Administrative Assistant II | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 24 |
| ***Total Regular Staffing*** | 5.00 | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 | |
| ***Change from prior year*** | - | (1.00) | - | - | - | - | - | |
| Grand Total Staffing | 5.00 | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 | |

## CITY MANAGER ADMINISTRATION

**Responsible Manager:** ***Neal Beets, City Manager***

### HIGHLIGHTS/CHANGES:

The Administration Division baseline adopted budget totals $1,042,493 in 2007 and $1,144,048 in 2008. This is a 38.4% or $289K increase from the 2006 adjusted budget. Major program changes include:

- Salaries & Benefits – Increased to reflect new City Manager's Contract
- Temporary Help – Increased due to conversion of Management Intern from 1-time to ongoing.
- Professional Services – Increased due to conversion of state and federal lobbyists from 1-time to ongoing. Also, include increased public defender costs and additional funding through Proposition 1 for future caseloads due to more police officers.
- Miscellaneous expenses – Increased to reflect the conversion of city newsletter from 1-time to ongoing and also increased costs in 2007/08.

### REVENUE AND EXPENDITURE SUMMARY:

| | | 2004 | 2005 | 2006 | | | 2007 | 2008 | 07 Adopt - 06 Adj | |
|---|---|---|---|---|---|---|---|---|---|---|
| Code | Item | Actual | Actual | Adopted | Adjusted | Year-end | Adopted | Adopted | $ Chg | % Chg |
| ***Revenue Summary:*** | | | | | | | | | | |
| 3XX | General Gov't | $ 3,653,403 | $ 1,881,132 | $ 601,150 | $ 1,815,975 | $ 911,859 | $ 3,045,246 | $ 1,104,874 | $ 1,229,271 | 134.8% |
| | Transfer In - CIP | - | - | - | - | - | 60,000 | 70,000 | 60,000 | n/a |
| | ***Total Revenues*** | $ 3,653,403 | $ 1,881,132 | $ 601,150 | $ 1,815,975 | $ 911,859 | $ 3,105,246 | $ 1,174,874 | $ 1,229,271 | 67.7% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries & Wages | 383,002 | 335,577 | 350,365 | 348,208 | 348,208 | 393,480 | 405,288 | 45,272 | 13.0% |
| 111/1 | Temporary Help | - | 25 | - | - | - | 20,488 | 20,488 | 20,488 | n/a |
| 200 | Benefits | 82,032 | 78,659 | 85,632 | 87,139 | 87,139 | 97,583 | 110,636 | 10,444 | 12.0% |
| 31X | Supplies | 10,929 | 6,280 | 5,917 | 5,917 | 5,000 | 6,475 | 6,475 | 558 | 9.4% |
| 41X | Professional Srvs | 5,423 | 240,068 | 2,867 | 251,829 | 251,662 | 436,051 | 512,420 | 184,222 | 73.2% |
| 43X | Travel & Training | 6,266 | 7,366 | 4,400 | 4,400 | 3,700 | 5,750 | 5,750 | 1,350 | 30.7% |
| 47/42X | Util & Comm | - | - | 100 | 100 | - | 100 | 100 | - | 0.0% |
| 497 | Association Dues | 2,157 | 1,525 | 2,500 | 2,500 | 2,500 | 3,000 | 3,000 | 500 | 20.0% |
| 4XX | Other Misc Exp | 5,355 | 5,006 | 5,916 | 5,916 | 3,475 | 28,299 | 28,452 | 22,383 | 378.3% |
| 914 | DP M&O | 10,725 | 9,796 | 11,414 | 11,585 | 11,444 | 11,674 | 12,008 | 89 | 0.8% |
| 918 | GIS M&O | 1,514 | 1,111 | 1,466 | 1,466 | 1,465 | 2,183 | 2,277 | 717 | 48.9% |
| 920 | Tel M&O | 7,826 | 6,841 | 8,176 | 8,176 | 8,100 | 8,215 | 8,425 | 39 | 0.5% |
| 950 | Bldg M&O | 9,856 | 7,073 | 6,221 | 7,875 | 7,875 | 8,331 | 8,360 | 456 | 5.8% |
| 960 | Risk M&O | 8,951 | 4,034 | 7,655 | 8,855 | 8,837 | 8,747 | 8,747 | (108) | -1.2% |
| 990 | Mail M&O | 3,499 | 2,751 | 3,132 | 3,132 | 3,122 | 3,122 | 3,122 | (10) | -0.3% |
| 94X | Capital Contributions | 376 | - | 171 | - | - | - | - | - | n/a |
| 9XX | Replacement Reserves | 8,731 | 9,952 | 6,225 | 6,049 | 8,284 | 8,995 | 8,500 | 2,946 | 48.7% |
| | ***Total Opr Expend*** | $ 546,644 | $ 716,067 | $ 502,157 | $ 753,147 | $ 750,811 | $ 1,042,493 | $ 1,144,048 | $ 289,346 | 38.4% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 110 | Salaries & Wages | 14,194 | - | 18,029 | 17,918 | 17,918 | - | - | (17,918) | -100.0% |
| 111 | Temporary Help | - | 11,880 | - | - | - | - | - | - | n/a |
| 200 | Benefits | 1,525 | 1,111 | 2,459 | 2,459 | 2,459 | - | - | (2,459) | -100.0% |
| 3XX | Other Operating Supplies | 20 | - | 333 | 333 | - | - | - | (333) | n/a |
| 41X | Professional Srvs | 63,296 | 102,817 | 58,162 | 113,612 | 116,500 | 18,300 | 30,000 | (95,312) | -81.8% |
| 43X | Travel & Training | 9,726 | - | - | - | | | | - | n/a |
| 47/42 | Util & Comm | 27,916 | 11,760 | | | | | | - | n/a |
| 4XX | Other Misc Exp | 13,717 | 9,044 | 20,010 | 20,010 | 23,422 | - | - | (20,010) | -85.4% |
| 9XX | Intfund Svc Pmts | - | 423 | - | 749 | 749 | 187 | 826 | (562) | -75.0% |
| | ***Total One-Time Exp*** | $ 130,393 | $ 137,035 | $ 98,993 | $ 155,081 | $ 161,048 | $ 18,487 | $ 30,826 | $ (136,594) | -88.1% |
| CW | Capital | 2,976,366 | 1,028,030 | - | - | - | 30,000 | - | 30,000 | n/a |
| CW | Contingency | - | - | - | 907,747 | - | 1,014,266 | - | 106,519 | 11.7% |
| CW | Debt Service | - | - | - | - | - | 1,000,000 | - | 1,000,000 | n/a |
| | ***Total City-Wide Exp*** | $ 2,976,366 | $ 1,028,030 | $ - | $ 907,747 | $ - | $ 2,044,266 | $ - | $ 1,136,519 | 125.2% |
| | ***Total Expenditures*** | $ 3,653,403 | $ 1,881,132 | $ 601,150 | $ 1,815,975 | $ 911,859 | $ 3,105,246 | $ 1,174,874 | $ 1,289,271 | 71.0% |

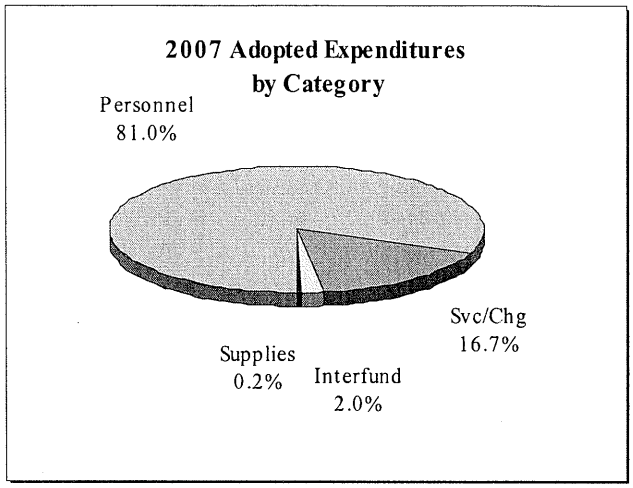
## CITY MANAGER ECONOMIC DEVELOPMENT

**Responsible Manager:** ***Patrick Doherty, Economic Development Director***

### PURPOSE/DESCRIPTION:

The Economic Development Division (EDD) is engaged in activities that:

1. Attract new businesses and development to Federal Way,
2. Retain and promote expansion of existing businesses within Federal Way,
3. Promote redevelopment of the City Center, and
4. Promote tourism and visits to Federal Way.




The Economic Development Director acts as a contact person for business and property owners, as well as prospective developers interested in expanding businesses or developing properties within the city. The EDD maintains a close working relationship with the Federal Way Chamber to carry out these and other economic development-related duties. The EDD prepares and maintains the Economic Development and City Center chapters of the Comprehensive Plan. The EDD provides staff assistance to the Lodging Tax Advisory Committee and its work program, as well as the City-Chamber Economic Development Committee and its work program. The EDD maintains the economic development webpage and prepares and disseminates important Federal Way marketing materials, such as brochures, video(s), economic profile reports, and other City economic development information. The EDD Director provides technical assistance to other divisions and departments on matters related to economic development, tourism and City Center redevelopment

### GOALS/OBJECTIVES:

- Direct economic development and downtown redevelopment efforts
- Promote tourism in Federal Way through the support of Lodging Tax Advisory Committee and implement its work program
- Market Federal Way to prospective businesses for relocation

### PROGRAM SUMMARY:

| | | 2004 | 2005 | 2006 | | | 2007 | 2008 | 07 Adopt - 06 Adj | |
|---|---|---|---|---|---|---|---|---|---|---|
| Code | Item | Actual | Actual | Adopted | Adjusted | Year-end | Adopted | Adopted | $ Chg | % Chg |
| 20 | Economic Development | $ 135,412 | $ 228,584 | $ 118,622 | $ 292,893 | $ 284,008 | $ 314,644 | $ 211,673 | $ 21,750 | 7.4% |
| 109 | Tourism Program/LTAC | 186,625 | 509,592 | 150,000 | 282,627 | 282,627 | 182,100 | 187,353 | (100,527) | -35.6% |
| | ***Total Expenditures*** | $ 322,036 | $ 738,177 | $ 268,622 | $ 575,520 | $ 566,635 | $ 496,744 | $ 399,026 | $ (78,777) | -13.7% |

### POSITION INVENTORY:

| | 2004 | 2005 | 2006 | | | 2007 | 2008 | |
|---|---|---|---|---|---|---|---|---|
| Position | Actual | Actual | Adopted | Adjusted | Year-end | Adopted | Adopted | Grade |
| Economic Development Director | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 51 |
| Economic Development Assistant | - | - | - | - | - | 0.50 | 0.50 | 30 |
| ***Total Regular Staffing*** | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.50 | 1.50 | |
| ***Change from prior year*** | - | - | - | - | - | 0.50 | - | |
| Grand Total Staffing | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.50 | 1.50 | |

## CITY MANAGER ECONOMIC DEVELOPMENT

**Responsible Manager:** ***Patrick Doherty, Economic Development Director***

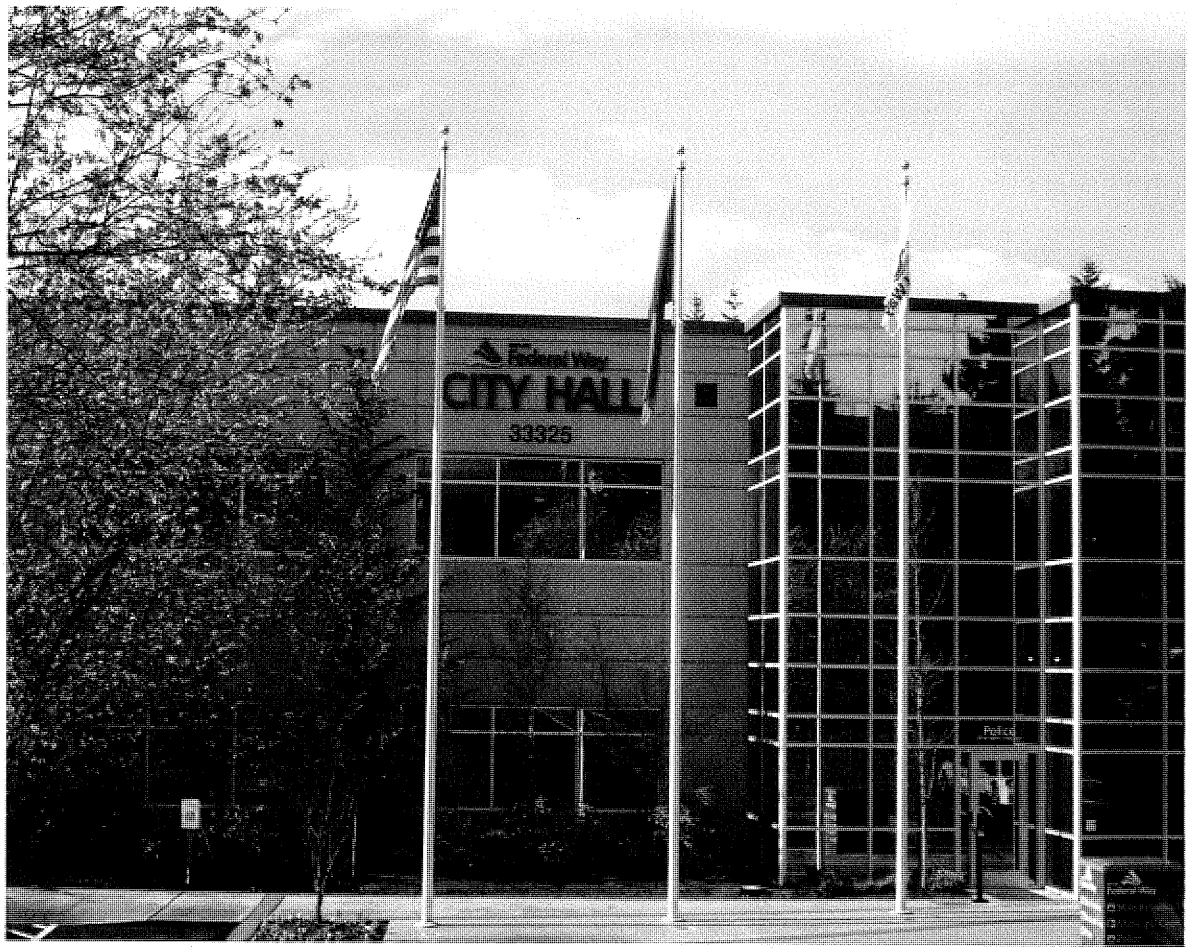
### HIGHLIGHTS/CHANGES:

The Economic Development Office's baseline adopted budget totals $218,581 in 2007 and $224,673 in 2008. This is a 63.6% or $85K increase from the 2006 adjusted budget. Major program changes include:

- Temporary Help – Increased due to conversion of Economic Development Assistant from 1-time to ongoing.
- Professional Services – Increased due to conversion of economic development service contracts from 1-time to ongoing.
- Association Dues – Increased due to conversion of Enterprise Seattle dues from 1-time to ongoing.

### REVENUE AND EXPENDITURE SUMMARY:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| 3XX | General Gov't | $ 135,412 | $ 228,584 | $ 118,622 | $ 292,893 | $ 284,008 | $ 214,644 | $ 211,673 | $ (78,250) | -26.7% |
| 109 | Lodging Tax | 144,822 | 467,024 | 150,000 | 150,000 | 150,000 | 182,100 | 187,353 | - | 0.0% |
| | Transfer In - Capital | - | - | - | - | - | 100,000 | - | 100,000 | n/a |
| | Transfers In - Gen Fund | 2,792 | 308,907 | - | - | - | - | - | - | n/a |
| | ***Total Revenues*** | $ 283,026 | $ 1,004,515 | $ 268,622 | $ 442,893 | $ 434,008 | $ 496,744 | $ 399,026 | $ 21,750 | 4.9% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries & Wages | 92,475 | 95,040 | 91,654 | 91,090 | 91,090 | 100,800 | 103,824 | 9,710 | 10.7% |
| 111/1 | Temporary Help | 4,103 | 4,323 | 6,440 | 6,440 | 6,440 | 41,440 | 41,440 | 35,000 | 543.5% |
| 200 | Benefits | 14,635 | 15,787 | 16,543 | 17,128 | 17,128 | 20,266 | 23,328 | 3,137 | 18.3% |
| 31X | Supplies | 228 | 24 | 750 | 750 | - | 475 | 475 | (275) | -36.7% |
| 41X | Professional Srvs | 13,769 | 14,420 | 1,065 | 1,065 | - | 25,300 | 25,300 | 24,235 | 2275.6% |
| 43X | Travel & Training | 10,189 | 1,052 | 1,670 | 1,670 | - | 2,760 | 2,760 | 1,090 | 65.3% |
| 47/42 | Utility & Communications | 14 | 39 | - | - | - | - | - | - | n/a |
| 497 | Association Dues | - | - | 100 | 100 | 100 | 5,100 | 5,100 | 5,000 | 5000.0% |
| 4XX | Other Misc Exp | - | - | 400 | 400 | - | 350 | 350 | (50) | -12.5% |
| 914 | DP M&O | - | - | - | - | - | 1,578 | 1,584 | 1,578 | n/a |
| 920 | Tel M&O | - | - | - | - | - | 919 | 919 | 919 | n/a |
| 960 | Risk M&O | - | - | - | - | - | 693 | 693 | 693 | n/a |
| 990 | Mail M&O | - | - | - | - | - | 450 | 450 | 450 | n/a |
| 900 | Replacement Reserves | - | - | - | - | - | 450 | 450 | 450 | n/a |
| 900 | Intfund Svc Pmts | 13,000 | 15,000 | 15,000 | 15,000 | 15,000 | 18,000 | 18,000 | 3,000 | 20.0% |
| | ***Total Opr Expend*** | $ 148,412 | $ 145,684 | $ 133,622 | $ 133,643 | $ 129,758 | $ 218,581 | $ 224,673 | $ 84,937 | 63.6% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 111/1 | Temporary Help | 7,845 | 26,240 | - | 50,579 | 50,579 | - | - | (50,579) | -100.0% |
| 120 | Overtime | - | 225 | - | - | - | - | - | - | n/a |
| 200 | Benefits | 1,040 | 2,850 | - | - | - | - | - | - | n/a |
| 31X | Supplies | 160 | 103 | - | - | - | - | - | - | n/a |
| 41X | Professional Srvs | 163,893 | 497,597 | 135,000 | 381,298 | 381,298 | 273,163 | 169,353 | (108,135) | -28.4% |
| 497 | Association Dues | - | - | - | 10,000 | 5,000 | 5,000 | 5,000 | (5,000) | -50.0% |
| 4XX | Other Misc Exp | 687 | 50,477 | - | - | - | - | - | - | n/a |
| 552 | Interfund Contrib | - | 15,000 | - | - | - | - | - | - | n/a |
| | ***Total One-Time Exp*** | $ 173,625 | $ 592,492 | $ 135,000 | $ 441,877 | $ 436,877 | $ 278,163 | $ 174,353 | $ (163,714) | -37.0% |
| | ***Total Expenditures*** | $ 322,036 | $ 738,177 | $ 268,622 | $ 575,520 | $ 566,635 | $ 496,744 | $ 399,026 | $ (78,777) | -13.7% |




*City Hall in the Spring*

## MUNICIPAL COURT

Michael Morgan
Presiding Judge

1.0 FTE
Department Total: 14.0 FTE

- Misdemeanors and Gross Misdemeanor Cases
- Infractions
- Civil Impounds
- Overall Department Management

## JUDGE

Vacant
Judge

1.0 FTE

- Serves at the discretion of presiding judge
- Misdemeanor & Gross Misdemeanor Cases
- Infractions
- Civil Impounds

## ADMINISTRATION

Gina Palermo
Administrator

1.0 FTE

- Department Management
- Policy Planning
- Budget
- Case Flow Management
- Probation/Security Contracts

## COURT SERVICES

Rae Iwamoto
Court Services Supervisor

11.0 FTE

- Administrative Support
- Accounting
- Case processing
- Customer Service

# MUNICIPAL COURT

**Responsible Manager:** ***Michael Morgan, Judge***

## 2005/2006 ACCOMPLISHMENTS

- Transitioned from part-time appointed judge to full-time elected judge
- Commissioner Platter's term was extended an additional 4 years
- Stricter adherence to Washington Law and Court Rule in respect to indigent defense services at Arraignment. As a consequence, Arraignments are more meaningful process.
- Language Line available to non-english speaking litigants/witnesses to supplement use of interpreter services.
- Updated list of pro tem judges which encompasses more attorneys and retired judges than the previous list.
- Streamlined public defense screening which is more efficient and accurate
- Public Defense now present at Arraignment hearings which provides defendants an opportunity to obtain legal advice early in their cases which in turn makes the court run more efficiently
- Video/Audio equipment placed in Courtroom 2 to allow the public to view Courtroom 3 in custody proceedings. This allows security of all individuals in courtroom 3 to remain without violating the public's rights to view the proceedings.
- New Court Calendar was developed and implemented to utilize all resources most efficiently.
- Changed several court forms which improves court efficiency and makes our court more uniform with superior court.
- Worked with Maximus Probation to streamline non-compliant cases more efficiently.
- Revised probation contract to raise court revenues.
- Recognized and showed jury appreciation several ways including public acknowledgement, certificates of appreciation, improved jury deliberation room to make more comfortable for jurors.
- Assigned judges and staff to specific courtrooms. Re-organized courtrooms. These changes provide a more professional and consistent culture which is the standard of many other courts.
- A public outreach program has been developed
- Provided court facility after hours for court diversion program.
- Developed Court Customer Service Committee to recognize customer service and professionalism as a priority.
- Court judicial officers and staff participated in several volunteer and community projects.
- More narrowly defined clerical duties to improve productivity
- Federal recognition of Court's full-time judicial officer resulting in a grant for Judge Morgan to participate in a National Symposium in Boston, MA.

## 2007/08 ANTICIPATED KEY PROJECTS

- Video of Advice of Rights for more languages that appear on the interpreter calendar for Arraignments.
- Participate in eTicket program because of efficiencies through technology
- Continue court staff training opportunities
- Continue involvement in Court professional organizations
- Continue to add additional resources on Court website
- Develop Court Security Procedures Manual
- Continue to monitor the State Legislature for new laws that will affect the Court
- Greater use of video technology to supplement interpreter services
- Develop Court security protocol
- Improve Court website and public outreach materials
- Establish a domestic violence court
- Conduct a Mock Trial competition for area students
- Improve security in courtroom #3 for in-custody hearings
- Maintain and encourage professional development of all staff
- Develop strategies to deal with anticipated increase in case volumes because of added police, new criminal enactments, and annexation.

# MUNICIPAL COURT

**Responsible Manager:** ***Michael Morgan, Judge***

## ADOPTED PROGRAM CHANGES:

| Program | Department Submitted | | | | | | Adopted | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | 2007 | | 2008 | | | | | 2007 | | 2008 | |
| | FTE | Fleet | 1-Time | Ongoing | 1-Time | Ongoing | | FTE | Fleet | 1-Time | Ongoing | 1-Time | Ongoing |
| Increase Court Infractions Revenue | - | - | - | (21,535) | - | (22,825) | Y | - | - | - | (21,535) | - | (22,825) |
| **Subtotal Cost Reductions** | - | - | $ - | $ (21,535) | $ - | $ (22,825) | | - | - | $ - | $ (21,535) | $ - | $ (22,825) |
| Replace Equip-Burster/Decolator | - | - | 1,020 | - | - | - | Y | - | - | 1,020 | - | - | - |
| New Dot Matrix Printer | - | - | 2,500 | 250 | - | 667 | Y | - | - | 2,500 | 250 | - | 667 |
| **Subtotal Additions** | - | - | $ 3,520 | $ 250 | $ - | $ 667 | | - | - | $ 3,520 | $ 250 | $ - | $ 667 |
| **Total - Municipal Court** | - | - | $ 3,520 | $ (21,285) | $ - | $ (22,158) | | - | - | $ 3,520 | $ (21,285) | $ - | $ (22,158) |

## PROPOSITION 1 ADDITIONS:

| Description | Proposition 1 | | | | | |
|---|---|---|---|---|---|---|
| | | | 2007 | | 2008 | |
| | FTE | Fleet | 1-Time | Ongoing | 1-Time | Ongoing |
| Judge | 0.5 | - | - | 58,765 | - | 78,352 |
| Court Clerk II | 1.0 | - | 2,706 | 49,104 | - | 65,971 |
| **Total - Municipal Court** | **1.5** | **-** | **$ 2,706** | **$ 107,869** | **$ -** | **$ 144,323** |

## PERFORMANCE MEASURES:

| Type/Description | 2005 | 2006 | 2007 | 2008 |
|---|---|---|---|---|
| Workload Measures: | | | | |
| • Number of Judicial Officers | 1.55 | 1.55 | 2.0 | 2.0 |
| • Number of Administrator/Supervisor | 2.0 | 2.0 | 2.0 | 2.0 |
| • Number of Clerk Staff | 9.0 | 9.0 | 10.0 | 10.0 |
| • Infraction Filings | 9,972 | 9,973 | 9,973 | 9,973 |
| • Parking Filings | 660 | 1,120 | 1,120 | 1,120 |
| • DUI Filings | 374 | 368 | 368 | 368 |
| • Criminal Traffic Filings | 603 | 1,371 | 1,371 | 1,371 |
| • Criminal Non-Traffic Filings | 1,740 | 2,004 | 2,004 | 2,004 |
| • Civil Filings | 12 | 30 | 30 | 30 |
| • Total Filings | 13,361 | 14,866 | 14,866 | 14,866 |
| • Infraction Hearings Held | 4,317 | 4,320 | 4,320 | 4,320 |
| • Parking Hearings Held | 146 | 240 | 240 | 240 |
| • DUI's Hearings Held | 2,277 | 2,035 | 2,035 | 2,035 |
| • Criminal Traffic Hearing Held | 1,697 | 3,078 | 3,078 | 3,078 |
| • Criminal Non-Traffic Hearings Held | 6,724 | 7,123 | 7,123 | 7,123 |
| • Total Hearings Held | 15,161 | 16,796 | 16,796 | 16,796 |

# MUNICIPAL COURT

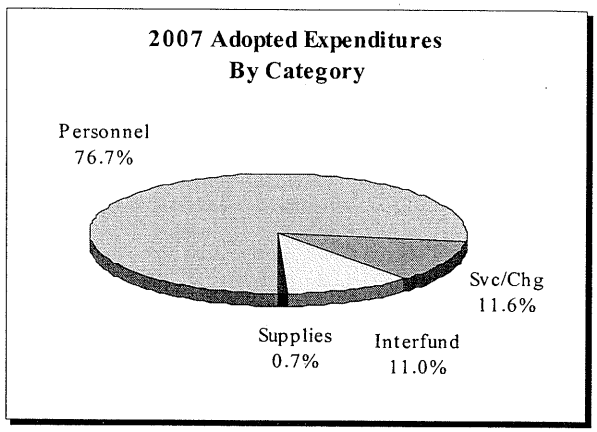
**Responsible Manager:** ***Michael Morgan, Judge***

## PURPOSE/DESCRIPTION:

The Municipal Court is a court of limited jurisdiction that handles traffic infractions, traffic citations, and criminal citations issued in the City of Federal Way.

## GOALS/OBJECTIVES:

- Provide an accessible forum for individuals to resolve issues
- Provide a forum to settle disputes in a fair, efficient, courteous and dignified way in accordance with due process of law




## POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| Court Judge | 0.80 | 0.80 | 0.80 | 0.80 | 1.00 | 2.00 | 2.00 | Negotiated |
| Court Commissioner | 0.75 | 0.75 | 0.75 | 0.75 | 0.55 | - | - | 45C |
| Court Administrator | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 40 |
| Court Services Supervisor | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 29 |
| Court Clerk II | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 | 5.00 | 5.00 | C21 |
| Court Clerk I | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 | C14 |
| ***Total Regular Staffing*** | 12.55 | 12.55 | 12.55 | 12.55 | 12.55 | 14.00 | 14.00 | |
| ***Change from prior year*** | (1.00) | - | - | - | - | 1.5 | 1.5 | |
| Grand Total Staffing | 12.55 | 12.55 | 12.55 | 12.55 | 12.55 | 14.00 | 14.00 | |

## MUNICIPAL COURT MISCELLANEOUS STATISTICS:

| COURT REVENUE | 2000 | 2001 | 2002 | 2003 | 2004 | 2005 | 2,006 |
|---|---|---|---|---|---|---|---|
| Civil Penalties | $ 5,466 | $ 6,749 | $ 6,313 | $ 6,278 | $ 11,817 | $ 13,493 | $ 14,886 |
| Traffic & Non-Parking | 510,574 | 472,207 | 432,200 | 512,103 | 494,176 | 465,103 | 533,370 |
| Parking Infractions | 54,151 | 58,207 | 31,984 | 59,083 | 35,584 | 34,021 | 66,061 |
| DUI & Other Misdemeanors | 163,025 | 150,651 | 139,926 | 139,249 | 135,266 | 103,397 | 93,095 |
| Criminal Traffic Misdemeanors | 54,564 | 46,629 | 75,516 | 46,278 | 45,074 | 48,838 | 42,541 |
| Criminal Costs | 94,612 | 74,136 | 55,337 | 97,097 | 63,746 | 22,906 | 24,488 |
| Interest & Other Miscellaneous | 7,439 | 7,110 | 4,946 | 5,202 | 50,634 | 17,153 | 24,213 |
| Criminal Conviction Fees | - | - | - | - | - | 25,302 | 24,247 |
| Shared Court Costs | - | - | - | - | - | 4,330 | 8,659 |
| Services & Charges | - | - | - | - | - | 34,265 | 54,154 |
| **Subtotal** | **$ 889,831** | **$ 815,689** | **$ 746,222** | **$ 865,290** | **$ 836,297** | **$ 768,808** | **$ 885,714** |
| Probations Services | $ - | $ 153,597 | $ 280,050 | $ 374,262 | $ 405,514 | $ 108,340 | $ 85,975 |
| Traffic School Admin Fees * | - | 38,228 | 21,126 | - | - | - | - |
| **Total** | **$ 889,831** | **$ 1,007,514** | **$ 1,047,398** | **$ 1,239,552** | **$ 1,241,811** | **$ 877,148** | **$ 971,689** |

* Beginning in 2003, traffic school admin fees are accounted for in Police traffic school revenue.

# MUNICIPAL COURT

**Responsible Manager:** ***Michael Morgan, Judge***

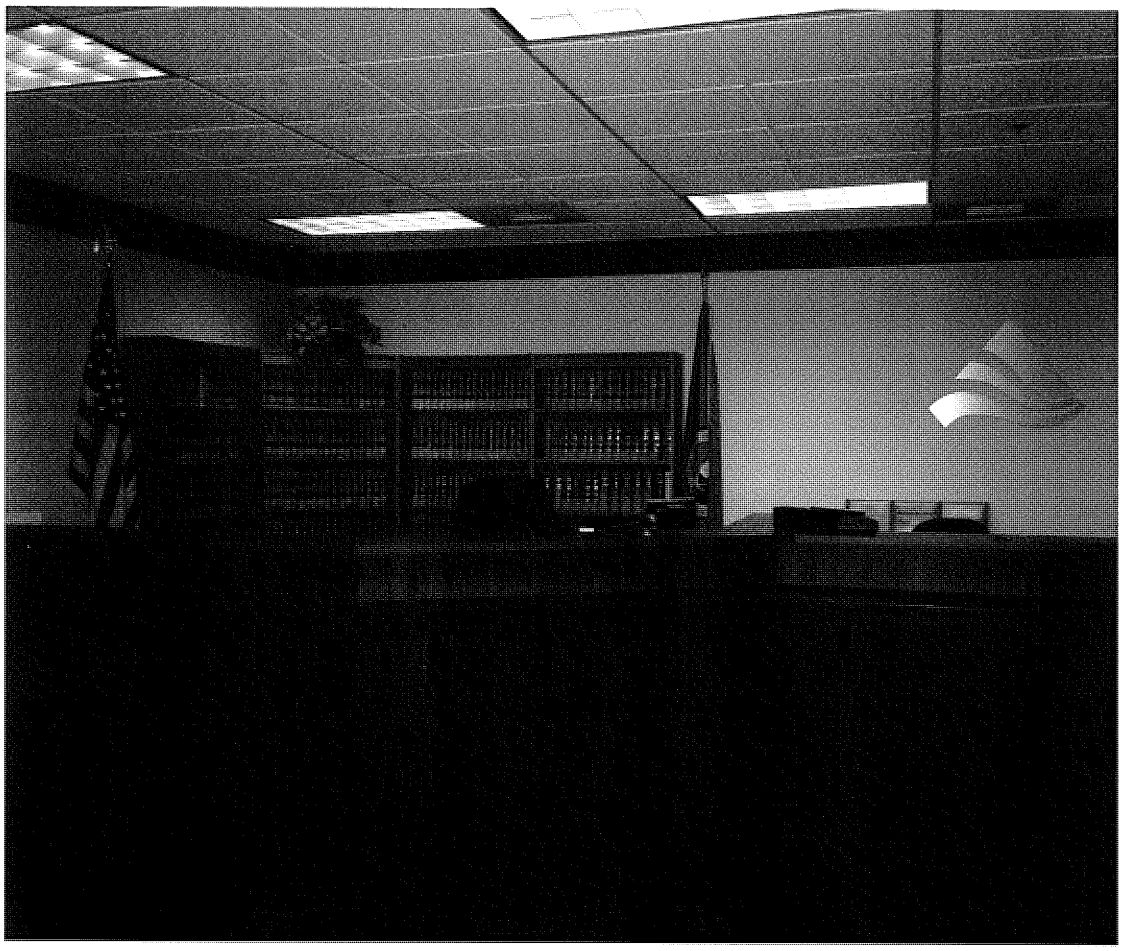
## HIGHLIGHTS/CHANGES:

The Municipal Court baseline adopted budget total $1,347,637 in 2007 and $1,446,661 in 2008. This is a 17.2% increase from the 2006 adjusted budget. Major program changes include:

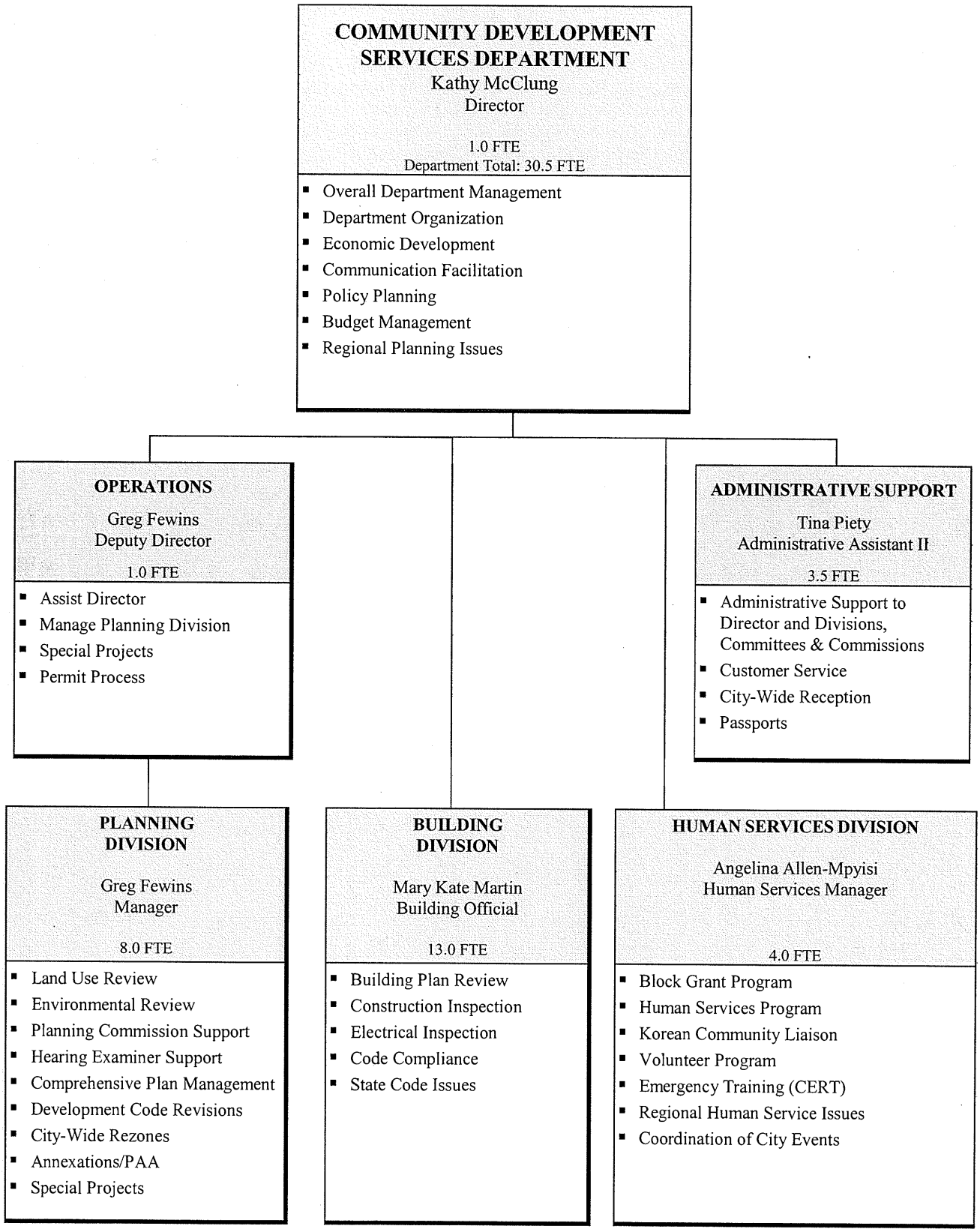
- Salaries & Benefits – Increased due to transitioning part-time appointed judge to full-time elected judge, and additional funding through Proposition 1 for .5 FTE judge and 1 FTE court clerk.
- Temporary Help – Increased due to conversion from 1-time to ongoing.

## REVENUE AND EXPENDITURE SUMMARY:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| 3XX | General Gov't | $ 162,876 | $ 107,111 | $ 140,884 | $ 182,496 | $ 263,762 | $ 436,970 | $ 530,649 | $ 254,475 | 96.5% |
| 35X | Fines & Forfeitures | 1,242,027 | 875,986 | 1,318,000 | 976,000 | 896,000 | 917,535 | 918,825 | (58,465) | -6.0% |
| | ***Total Revenues*** | $ 1,404,903 | $ 983,097 | $ 1,458,884 | $ 1,158,496 | $ 1,159,762 | $ 1,354,505 | $ 1,449,474 | $ 196,010 | 16.9% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries & Wages | 581,850 | 532,622 | 661,961 | 657,885 | 657,885 | 778,104 | 841,715 | 120,219 | 18.3% |
| 111/1 | Temporary Help | 3,848 | - | 2,500 | 2,500 | 2,500 | 22,500 | 22,500 | 20,000 | 800.0% |
| 120 | Overtime | 2,018 | 686 | 2,500 | 2,500 | 2,500 | 2,500 | 2,500 | - | 0.0% |
| 200 | Benefits | 131,960 | 128,589 | 176,765 | 179,064 | 179,064 | 230,179 | 263,122 | 51,116 | 28.5% |
| 31X | Supplies | 8,598 | 10,469 | 7,250 | 7,250 | 7,250 | 7,250 | 7,250 | - | 0.0% |
| 3XX | Other Opr Supplies | 1,640 | 465 | 2,800 | 2,800 | 2,800 | 2,800 | 2,800 | - | 0.0% |
| 41X | Professional Srvs | 447,063 | 131,982 | 429,000 | 97,000 | 97,000 | 97,000 | 97,000 | - | 0.0% |
| 43X | Travel & Training | 2,388 | 2,580 | 6,400 | 6,400 | 6,400 | 6,963 | 7,150 | 563 | 8.8% |
| 47/42X | Util & Comm | 1,200 | - | - | - | - | - | - | - | n/a |
| 48X | Repairs & Mtc | 1,483 | - | - | - | - | - | - | - | n/a |
| 497 | Association Dues | 1,325 | 875 | 750 | 750 | 750 | 750 | 750 | - | 0.0% |
| 4XX | Other Misc Exp | 41,961 | 36,369 | 44,000 | 52,000 | 52,000 | 52,000 | 52,000 | - | 0.0% |
| 914 | DP M&O | 36,421 | 33,352 | 39,357 | 39,439 | 38,959 | 40,657 | 42,180 | 1,218 | 3.1% |
| 920 | Tel M&O | - | 342 | 400 | 5,400 | 5,350 | 5,687 | 5,913 | 287 | 5.3% |
| 950 | Bldg M&O | 83,556 | 51,793 | 45,548 | 57,658 | 57,658 | 61,004 | 61,214 | 3,346 | 5.8% |
| 960 | Risk M&O | 1,160 | 523 | 992 | 1,148 | 1,146 | 1,134 | 1,134 | (14) | -1.2% |
| 990 | Mail M&O | 25,762 | 23,023 | 26,207 | 26,207 | 26,127 | 24,127 | 24,127 | (2,080) | -7.9% |
| 94X | Capital Contributions | 1,225 | - | 82 | - | - | - | - | - | n/a |
| 9XX | Replacement Reserves | 15,257 | 15,943 | 12,372 | 11,742 | 13,620 | 14,982 | 15,306 | 3,240 | 27.6% |
| | ***Total Opr Expend*** | $ 1,388,714 | $ 969,612 | $ 1,458,884 | $ 1,149,743 | $ 1,151,009 | $ 1,347,637 | $ 1,446,661 | $ 197,895 | 17.2% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 111 | Temporary Help | 14,624 | 12,358 | - | 7,642 | 7,642 | - | - | (7,642) | -100.0% |
| 200 | Benefits | 1,566 | 1,127 | - | - | - | - | - | - | n/a |
| 9XX | Intfund Svc Pmts | - | - | - | 1,111 | 1,111 | 6,868 | 2,813 | 5,757 | 518.2% |
| | ***Total One-Time Exp*** | $ 16,190 | $ 13,485 | $ - | $ 8,753 | $ 8,753 | $ 6,868 | $ 2,813 | $ (1,885) | -21.5% |
| | ***Total Expenditures*** | $ 1,404,903 | $ 983,097 | $ 1,458,884 | $ 1,158,496 | $ 1,159,762 | $ 1,354,505 | $ 1,449,474 | $ 196,010 | 16.9% |



*Federal Way Municipal Court Room #1*


COMMUNITY DEVELOPMENT SERVICES DEPARTMENT
Kathy McClung
Director
1.0 FTE
Department Total: 30.5 FTE
Overall Department Management
Department Organization
Economic Development
Communication Facilitation
Policy Planning
Budget Management
Regional Planning Issues
OPERATIONS
Greg Fewins
Deputy Director
1.0 FTE
Assist Director
Manage Planning Division
Special Projects
Permit Process
ADMINISTRATIVE SUPPORT
Tina Piety
Administrative Assistant II
3.5 FTE
Administrative Support to Director and Divisions, Committees & Commissions
Customer Service
City-Wide Reception
Passports
PLANNING DIVISION
Greg Fewins
Manager
8.0 FTE
Land Use Review
Environmental Review
Planning Commission Support
Hearing Examiner Support
Comprehensive Plan Management
Development Code Revisions
City-Wide Rezones
Annexations/PAA
Special Projects
BUILDING DIVISION
Mary Kate Martin
Building Official
13.0 FTE
Building Plan Review
Construction Inspection
Electrical Inspection
Code Compliance
State Code Issues
HUMAN SERVICES DIVISION
Angelina Allen-Mpyisi
Human Services Manager
4.0 FTE
Block Grant Program
Human Services Program
Korean Community Liaison
Volunteer Program
Emergency Training (CERT)
Regional Human Service Issues
Coordination of City Events

## COMMUNITY DEVELOPMENT SERVICES DEPARTMENT OVERVIEW

**Responsible Manager:** ***Kathy McClung, Director***

### 2005/2006 ACCOMPLISHMENTS

- Supported Development Projects at The Commons, Opus Development, Federal Way Market Place, and the Community Center.
- Housing and Human Services Consolidated Plan adopted.
- Implemented the Human Services Capacity Building Program.
- Secured a grant from United Way's Venture Fund in support of the Human Services Capacity Building Program.
- Renegotiated 2006-2008 CDBG Agreement with King County.
- Recruited volunteers for the Reebok and Subaru Triathlon, the Han Woo-Ri Korean International Festival, and the Mayor's Day of Concern Food Drive.
- Shoreline Inventory Project.
- Transition and implementation of services to newly annexed areas.
- Revisions to development standards for downtown.
- Conducted first one-night count of the homeless.

### 2007/2008 ANTICIPATED KEY PROJECTS

- Maintain current levels of Human Service and Block Grant Funding and monitor contract performance of human service agencies.
- Continue to implement the Organizational Capacity Building program.
- Continue to improve the permit process.
- Make changes to the Comprehensive Plan and Zoning Codes:
  - Increase building heights;
  - Increase flexibility for Downtown development that meets the vision;
  - Make "Business Park" zoning more usable;
  - Neighborhood plans;
- Respond to Council's direction on annexation of Proposed Annexation Area.
- Continue to work on local and regional efforts to address Housing and Human Services.
- Complete new Shoreline Master Program per state law.
- Prepare & train staff for "retirement boom".
- Improve response time for Code Compliance Program.

# COMMUNITY DEVELOPMENT SERVICES DEPARTMENT OVERVIEW

**Responsible Manager:** ***Kathy McClung, Director***

## ADOPTED PROGRAM CHANGES:

| Program | Department Submitted | | | | | | Adopted | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | 2007 | | 2008 | | | | | 2007 | | 2008 | |
| | FTE | Fleet | 1-Time | Ongoing | 1-Time | Ongoing | | FTE | Fleet | 1-Time | Ongoing | 1-Time | Ongoing |
| AD-Reduce temp help, OT, prof svcs, books, etc. CM recommended keeping temporary help. | - | - | - | (7,910) | - | (7,910) | Y | - | - | - | (6,900) | - | (6,900) |
| PL-Reduce intern $10K, books, supplies, prof svcs, printing, etc. CM recommended keeping intern. | - | - | - | (15,442) | - | (15,442) | Y | - | - | - | (5,442) | - | (5,442) |
| BL-Reduce intern, per diem, conferences, miscellaneous | - | - | - | (19,023) | - | (19,023) | Y | - | - | - | (19,023) | - | (19,023) |
| HS-Reduce HS Contracts | - | - | - | (8,000) | - | (8,000) | N | - | - | - | - | - | - |
| Reduce Volunteer Dinner | - | - | - | (3,650) | - | (3,650) | N | - | - | - | - | - | - |
| Increase Passport Revenue | - | - | - | (2,730) | - | (5,388) | Y | - | - | - | (2,730) | - | (5,388) |
| **Subtotal Cost Reductions** | **-** | **-** | **$ -** | **$ (56,755)** | **$ -** | **$ (59,413)** | | **-** | **-** | **$ -** | **$ (34,095)** | **$ -** | **$ (36,753)** |
| Permit Center Support | 1.0 | - | 1,250 | 45,905 | - | 49,205 | N | - | - | - | - | - | - |
| 2006 Code Book & Supplemental Ref | - | - | 9,000 | - | - | - | Y | - | - | 9,000 | - | - | - |
| Organizational Capacity Bldg Prog | - | - | 20,000 | - | 20,000 | - | Y | - | - | 20,000 | - | 20,000 | - |
| Human Services General Fund. CM recommended adding inflationary adjustment. | - | - | 35,000 | - | 35,000 | - | Y | - | - | - | 17,500 | - | 17,500 |
| HS KSAR - Council added. | - | - | - | - | - | - | Y | - | - | 3,000 | - | 3,000 | - |
| HS Food Bank - Council added. | - | - | - | - | - | - | Y | - | - | 5,000 | - | 5,000 | - |
| Increase Human Servies Contract. | - | - | - | - | - | - | Y | - | - | 7,000 | - | 7,000 | - |
| **Subtotal Additions** | **1.0** | **-** | **$ 65,250** | **$ 45,905** | **$ 55,000** | **$ 49,205** | | **-** | **-** | **$ 44,000** | **$ 17,500** | **$ 35,000** | **$ 17,500** |
| **Total - Community Development** | **1.0** | **-** | **$ 65,250** | **$ (10,850)** | **$ 55,000** | **$ (10,208)** | | **-** | **-** | **$ 44,000** | **$ (16,595)** | **$ 35,000** | **$ (19,253)** |

## PROPOSITION 1 ADDITIONS:

| Description | Proposition 1 | | | | | |
|---|---|---|---|---|---|---|
| | | | 2007 | | 2008 | |
| | FTE | Fleet | 1-Time | Ongoing | 1-Time | Ongoing |
| Code Compliance Officer | 1.0 | 1.0 | 9,224 | 61,794 | - | 90,551 |
| **Total -Community Development** | **1.0** | **1.0** | **$ 9,224** | **$ 61,794** | **$ -** | **$ 90,551** |

## DEPARTMENT POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| Community Development Director | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 58C |
| Deputy Comm Develop Director | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 50 |
| Building Official | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 45 |
| Senior Planner | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 38 |
| Human Services Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 38 |
| Assistant Building Official | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 35 |
| Plans Examiner | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 34 |
| Combination Electrical/Bldg Inspector | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 34 |
| Inspector/Plans Examiner | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 32 |
| Associate Planner | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 32 |
| CDBG Coordinator | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 32 |
| Neighborhood Development Spec. | 1.00 | 0.70 | 0.70 | 0.70 | 0.70 | 1.00 | 1.00 | 30 |
| Code Compliance Officer | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 3.00 | 3.00 | 30 |
| Lead Development Specialist | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 26 |
| Development Specialist | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 24 |
| Administrative Assistant II | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 24 |
| Administrative Assistant I | 1.50 | 1.50 | 1.50 | 1.50 | 1.50 | 1.50 | 1.50 | 18 |
| Korean Liaison | 0.50 | - | - | - | - | 0.50 | 0.50 | 15 |
| Office Technician II | 1.50 | 1.50 | 1.50 | 1.50 | 1.50 | 1.50 | 1.50 | 14 |
| ***Total Regular Staffing*** | 29.50 | 28.70 | 28.70 | 28.70 | 28.70 | 30.50 | 30.50 | |
| ***Change from prior year*** | - | (0.80) | - | - | - | 1.80 | - | |
| One-Time Funded Positions | - | 0.80 | 0.80 | 0.80 | 0.80 | - | - | |
| Grand Total Staffing | 29.50 | 29.50 | 29.50 | 29.50 | 29.50 | 30.50 | 30.50 | |

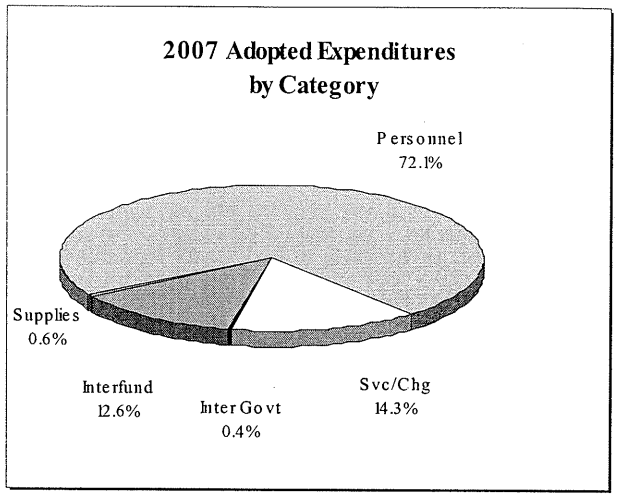
## COMMUNITY DEVELOPMENT SERVICES DEPARTMENT OVERVIEW

**Responsible Manager:** ***Kathy McClung, Director***

### PURPOSE/DESCRIPTION:

The Department of Community Development Services provides:

1. Management of general fund human services allocations and Community Development Block Grant (CDBG) fund.
2. Administration and enforcement of Uniform Codes for construction including plan review and inspection.
3. Administration and enforcement of land use, environmental and nuisance codes.
4. Long-range planning and policy work including the Comprehensive Plan, neighborhood plans, code revisions, housing and annexations.
5. Administration of the City's volunteer program.
6. Administration of the Korean Liaison Program.
7. Administration of disaster preparedness programs.




### GOALS/OBJECTIVES:

- Contribute to the economic growth of the city providing efficient and customer friendly permit processing that complies with local and state regulations.
- Provide services to the community such as: emergency preparedness, code compliance, and assistance to the Korean community.
- Strengthen Human Service agencies by administering grants and assisting through the Enhancement Grant Program.
- Work with the Fire District to provide sale structures for the community to work and live in through compliance of adopted codes.

### DEPARTMENT SUMMARY:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| 3xx | General Gov't | $ 1,653,889 | $ (2,188) | $ 1,722,814 | $ 1,997,120 | $ 1,620,138 | $ 1,532,530 | $ 1,642,089 | $ (464,590) | -23.3% |
| 33X | Federal / State Grant | 1,275,848 | 457,837 | 747,398 | 559,281 | 524,056 | 549,481 | 555,470 | (9,800) | -1.8% |
| 345 | Charges for Services | 702,678 | 1,225,865 | 638,400 | 690,900 | 707,600 | 742,600 | 751,600 | 51,700 | 7.5% |
| 322 | Permits | 960,782 | 1,899,497 | 824,000 | 962,500 | 1,455,000 | 1,116,500 | 1,145,500 | 154,000 | 16.0% |
| 360 | Other | 48,148 | 8,778 | - | - | - | - | - | - | n/a |
| ***Total Revenues*** | | $ 4,641,344 | $ 3,589,790 | $ 3,932,612 | $ 4,209,801 | $ 4,306,794 | $ 3,941,111 | $ 4,094,659 | $ (268,690) | -6.4% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 71 | Administration | 375,493 | 354,803 | 397,012 | 398,708 | 400,397 | 391,536 | 410,158 | (7,172) | -1.8% |
| 73 | Planning | 1,121,077 | 945,265 | 904,623 | 1,099,892 | 1,187,875 | 925,778 | 970,539 | (174,114) | -15.8% |
| 74 | Building | 1,097,051 | 1,104,586 | 1,189,611 | 1,421,169 | 1,428,045 | 1,325,402 | 1,398,997 | (95,767) | -6.7% |
| 83 | Human Srvs Admin | 679,835 | 634,061 | 600,207 | 664,174 | 664,465 | 652,412 | 657,804 | (11,763) | -1.8% |
| 84 | Neighborhood Devel | 92,041 | 93,238 | 93,760 | 101,801 | 101,955 | 96,502 | 101,691 | (5,299) | -5.2% |
| ***Subtotal GF Opr Expend*** | | $ 3,365,496 | $ 3,131,953 | $ 3,185,214 | $ 3,685,745 | $ 3,782,738 | $ 3,391,630 | $ 3,539,189 | $ (294,115) | -8.0% |
| 119 | Comm Dev Block Grnt | 1,209,471 | 464,209 | 747,398 | 593,856 | 593,856 | 549,481 | 555,470 | (44,375) | -7.5% |
| ***Total Expend*** | | $ 4,574,967 | $ 3,596,162 | $ 3,932,612 | $ 4,279,601 | $ 4,376,594 | $ 3,941,111 | $ 4,094,659 | $ (338,490) | -7.9% |

## COMMUNITY DEVELOPMENT SERVICES DEPARTMENT OVERVIEW

**Responsible Manager:** ***Kathy McClung, Director***

### HIGHLIGHTS/CHANGES:

The Proposition 1 Police and Community Safety have increased the budget by $71,018 and $90,551 in 2007 and 2008 for Code Compliance Officer. The department expects the building activity to remain stable over the next two years. The reduction in training budget will impact quality of training provided to staff (i.e. legal mandates, customer service, national expertise on wetlands, housing, mixed use development, and supervisory training). An intern position and administrative are cuts to the budget. Overtime in the administrative budget has been reduced. One time funding for staffing special projects and help with increased permit activity is eliminated.

### REVENUE AND EXPENDITURE SUMMARY:

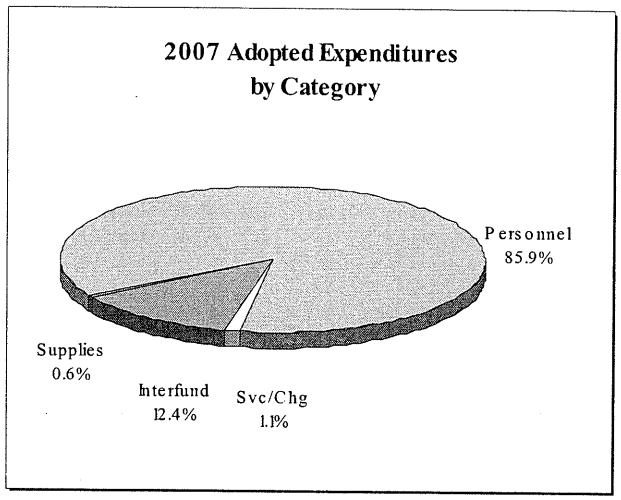
| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| 3xx | General Gov't | $ 1,653,889 | $ (2,188) | $ 1,722,814 | $ 1,997,120 | $ 1,620,138 | $ 1,532,530 | $ 1,642,089 | $ (464,590) | -23.3% |
| 33X | Federal / State Grant | 1,275,848 | 457,837 | 747,398 | 559,281 | 524,056 | 549,481 | 555,470 | (9,800) | -1.8% |
| 345 | Zoning Fees | 122,334 | 162,863 | 139,000 | 139,000 | 139,000 | 139,000 | 139,000 | - | 0.0% |
| 322 | Building Permits | 825,994 | 1,630,697 | 680,000 | 818,500 | 1,205,000 | 972,500 | 1,001,500 | 154,000 | 18.8% |
| 322 | Electrical Permits | 134,787 | 268,800 | 144,000 | 144,000 | 250,000 | 144,000 | 144,000 | - | 0.0% |
| 345 | Plan Review | 580,344 | 1,063,003 | 499,400 | 551,900 | 568,600 | 603,600 | 612,600 | 51,700 | 9.4% |
| | Program Income | 48,148 | 8,778 | - | - | - | - | - | - | n/a |
| | ***Total Revenues*** | $ 4,641,344 | $ 3,589,790 | $ 3,932,612 | $ 4,209,801 | $ 4,306,794 | $ 3,941,111 | $ 4,094,659 | $ (268,690) | -6.4% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries & Wages | 1,635,319 | 1,655,559 | 1,776,134 | 1,765,548 | 1,765,548 | 1,909,659 | 1,994,594 | 144,111 | 8.2% |
| 111/1 | Temporary Help | 125,526 | 116,434 | 51,389 | 51,389 | 51,389 | 34,206 | 34,206 | (17,183) | -33.4% |
| 120 | Overtime | 9,932 | 11,772 | 4,000 | 4,000 | 4,000 | 2,750 | 2,750 | (1,250) | -31.3% |
| 200 | Benefits | 404,919 | 426,585 | 515,900 | 520,626 | 520,626 | 538,915 | 605,790 | 18,289 | 3.5% |
| 31X | Supplies | 25,105 | 18,833 | 16,405 | 16,405 | 16,405 | 19,165 | 19,165 | 2,760 | 16.8% |
| 3XX | Other Opr Supplies | 1,579 | 1,393 | 2,850 | 2,850 | 2,850 | 2,650 | 2,650 | (200) | -7.0% |
| 41X | Professional Srvs | 632,603 | 566,633 | 524,925 | 609,113 | 609,113 | 628,049 | 628,049 | 18,936 | 3.1% |
| 43X | Travel & Training | 14,578 | 9,332 | 24,720 | 24,720 | 24,720 | 20,280 | 20,655 | (4,440) | -18.0% |
| 47/42 | Utility & Communications | 36 | 165 | 450 | 450 | 450 | 350 | 350 | (100) | -22.2% |
| 48X | Repairs & Maint | - | - | 100 | 100 | 100 | 100 | 100 | - | 0.0% |
| 497 | Association Dues | 3,017 | 2,103 | 3,375 | 3,375 | 3,375 | 3,425 | 3,425 | 50 | 1.5% |
| 4XX | Other Misc Exp | 20,394 | 14,929 | 23,980 | 23,980 | 23,980 | 19,630 | 19,630 | (4,350) | -18.1% |
| 51/3X | Intgvt Srvs/Taxes | 18,404 | 19,564 | 14,674 | 14,550 | 14,550 | 14,550 | 14,550 | - | 0.0% |
| 552 | Interfund Contrib | 142,894 | 216,540 | - | 73,920 | 73,920 | - | - | (73,920) | -100.0% |
| 600 | Capital Outlays | 765,632 | - | 552,153 | 240,503 | 240,503 | 272,360 | 272,360 | 31,857 | 13.2% |
| 914 | DP M&O | 96,402 | 87,499 | 102,585 | 119,486 | 118,032 | 119,991 | 123,810 | 505 | 0.4% |
| 918 | GIS M&O | 46,978 | 34,463 | 45,492 | 45,492 | 45,461 | 67,746 | 70,660 | 22,254 | 48.9% |
| 920 | Tel M&O | 36,577 | 31,978 | 38,216 | 38,216 | 37,860 | 38,133 | 38,809 | (83) | -0.2% |
| 950 | Bldg M&O | 44,502 | 27,631 | 24,301 | 30,761 | 30,761 | 32,921 | 33,160 | 2,160 | 7.0% |
| 954 | Fleet M&O | 15,622 | 13,598 | 13,886 | 15,642 | 15,826 | 15,864 | 19,508 | 222 | 1.4% |
| 960 | Risk M&O | 39,034 | 17,590 | 33,377 | 38,610 | 38,533 | 37,442 | 37,442 | (1,168) | -3.0% |
| 990 | Mail M&O | 19,912 | 15,657 | 17,823 | 17,823 | 17,768 | 17,368 | 17,368 | (455) | -2.6% |
| 94X | Capital Contributions | 2,902 | - | 777 | - | - | - | - | - | n/a |
| 900 | Replacement Reserves | 101,591 | 108,166 | 85,378 | 80,361 | 94,170 | 90,388 | 92,104 | 10,027 | 12.5% |
| | ***Total Opr Expend*** | $ 4,203,459 | $ 3,396,424 | $ 3,872,890 | $ 3,737,920 | $ 3,749,940 | $ 3,885,942 | $ 4,051,135 | $ 148,022 | 4.0% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 110 | Salaries & Wages | - | 18,318 | 35,008 | 34,795 | 34,795 | - | - | (34,795) | -100.0% |
| 111/1 | Temporary Help | - | 16,500 | - | 100,000 | 185,000 | - | - | (100,000) | -100.0% |
| 200 | Benefits | 188 | 6,209 | 8,564 | 8,486 | 8,486 | - | - | (8,486) | -100.0% |
| 31X | Supplies | 4,205 | 4,990 | 3,150 | 3,150 | 3,150 | 9,000 | - | 5,850 | 185.7% |
| 3xx | Other Opr Supplies | 3,825 | 828 | 500 | 2,579 | 2,579 | - | - | (2,579) | -100.0% |
| 41X | Professional Srvs | 361,094 | 131,386 | 12,500 | 261,630 | 261,630 | 35,000 | 35,000 | (226,630) | -86.6% |
| 43X | Travel & Training | - | 368 | - | - | - | - | - | - | n/a |
| 4XX | Other Misc Exp | 696 | - | - | 5,000 | 5,000 | - | - | (5,000) | -100.0% |
| 552 | Interfund Contrib | - | 8,000 | - | - | - | - | - | - | n/a |
| 900 | Intfund Svc Pmts | 1,500 | 13,139 | - | 126,041 | 126,014 | 11,169 | 8,524 | (114,872) | -91.1% |
| | ***Total One-Time Exp*** | $ 371,508 | $ 199,738 | $ 59,722 | $ 541,681 | $ 626,654 | $ 55,169 | $ 43,524 | $ (486,512) | -89.8% |
| | ***Total Expenditure*** | $ 4,574,967 | $ 3,596,162 | $ 3,932,612 | $ 4,279,601 | $ 4,376,594 | $ 3,941,111 | $ 4,094,659 | $ (338,490) | -7.9% |

## COMMUNITY DEVELOPMENT SERVICES ADMINISTRATION

**Responsible Manager:** ***Kathy McClung, Director***

### PURPOSE/DESCRIPTION:

The Administration Division of the Department of Community Development Services coordinates staff support throughout the department, organizes the department's resources, and facilitates communication. Overall department management is provided by the Director of Community Development Services. The Administration Division provides office support to the department in the areas of purchasing, word processing, records maintenance, training, personnel, supplies, and scheduling. The Division also provides support to the Planning Commission. The primary goal is to provide high-quality customer service to citizens, businesses, public agencies, other City departments, and the department staff. This division provides the City Receptionist and implemented a new passport service for citizens.




### GOALS/OBJECTIVES:

- Respond to increase in demand for passports.
- Continue to make progress archiving permit files.
- Participate in regional discussions regarding growth targets.
- Follow legislative agenda and contribute on planning, building and human service issues.

### PERFORMANCE MEASURES:

| Type/Description | 2003 | 2004 | 2005 | 2006 |
|---|---|---|---|---|
| Workload Measures: | | | | |
| • Number of word processing requests annually | 1,500 | 1,500 | 1,500 | 1,500 |
| • Number of walk-in clients annually | 14,500 | 16,000 | 18,000 | 18,000 |
| • Number of phone calls received annually | 50,000 | 55,000 | 60,000 | 60,000 |
| • Number of passport applications processed | 636 | 1,400 | 1,700 | 1,700 |
| Outcome Measures: | | | | |
| • Percent of word processing documents completed on time | 100.0% | 95.0% | 100.0% | 100.0% |
| Efficiency Measures: | | | | |
| • N/A | | | | |

### POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| Community Development Director | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 58C |
| Administrative Assistant II | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 24 |
| Administrative Assistant I | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 18 |
| Office Technician II | 1.50 | 1.50 | 1.50 | 1.50 | 1.50 | 1.50 | 1.50 | 14 |
| ***Total Regular Staffing*** | 4.50 | 4.50 | 4.50 | 4.50 | 4.50 | 4.50 | 4.50 | |
| ***Change from prior year*** | - | - | - | - | - | - | - | |
| Grand Total Staffing | 4.50 | 4.50 | 4.50 | 4.50 | 4.50 | 4.50 | 4.50 | |

## COMMUNITY DEVELOPMENT SERVICES ADMINISTRATION

**Responsible Manager:** ***Kathy McClung, Director***

### HIGHLIGHTS/CHANGES:

The Administration Division provides support to the following divisions: Planning, Building, Human Services and Neighborhood Development. The Director of Community Development Services participates in the Chamber and the City's Economic Development Committee and the Planning Commission. The current budget eliminates some overtime, temporary help, within the division.

### REVENUE AND EXPENDITURE SUMMARY:

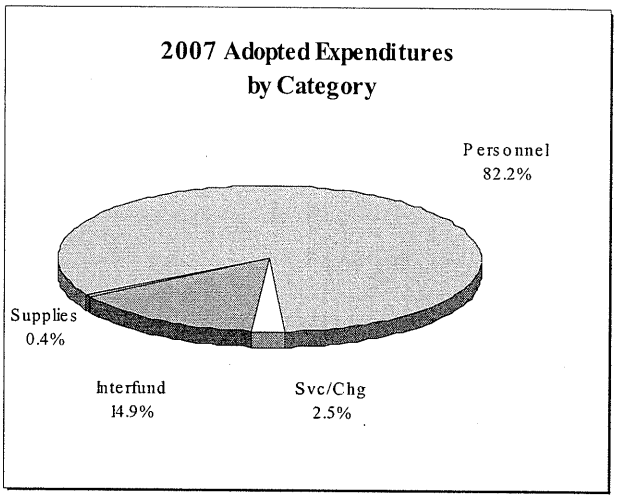
| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| 3xx | General Gov't | $ 375,493 | $ 354,803 | $ 397,012 | $ 398,708 | $ 400,397 | $ 391,536 | $ 410,158 | $ (7,172) | -1.8% |
| | ***Total Revenues*** | $ 375,493 | $ 354,803 | $ 397,012 | $ 398,708 | $ 400,397 | $ 391,536 | $ 410,158 | $ (7,172) | -1.8% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries & Wages | 247,853 | 244,952 | 256,870 | 255,288 | 255,288 | 269,688 | 280,200 | 14,400 | 5.6% |
| 111/1 | Temporary Help | 2,124 | 2,284 | 1,010 | 1,010 | 1,010 | 1,010 | 1,010 | - | 0.0% |
| 120 | Overtime | 2,813 | 1,832 | 2,500 | 2,500 | 2,500 | 1,250 | 1,250 | (1,250) | -50.0% |
| 200 | Benefits | 50,360 | 53,355 | 82,751 | 82,971 | 82,971 | 64,367 | 71,643 | (18,604) | -22.4% |
| 31X | Supplies | 3,268 | 2,734 | 2,080 | 2,080 | 2,080 | 1,780 | 1,780 | (300) | -14.4% |
| 3XX | Other Opr Supplies | 359 | 401 | 500 | 500 | 500 | 500 | 500 | - | 0.0% |
| 41X | Professional Srvs | 6,717 | - | 5,000 | 5,000 | 5,000 | - | - | (5,000) | -100.0% |
| 43X | Travel & Training | 1,199 | 1,041 | 3,455 | 3,455 | 3,455 | 3,205 | 3,205 | (250) | -7.2% |
| 47/42 | Utility & Communications | - | - | 50 | 50 | 50 | 50 | 50 | - | 0.0% |
| 48X | Repairs & Maint | - | - | 100 | 100 | 100 | 100 | 100 | - | 0.0% |
| 497 | Association Dues | 279 | 712 | 640 | 640 | 640 | 640 | 640 | - | 0.0% |
| 4XX | Other Misc Exp | 241 | 153 | 325 | 325 | 325 | 225 | 225 | (100) | -30.8% |
| 51/3X | Intgvt Srvs/Taxes | 296 | - | 124 | - | - | - | - | - | n/a |
| 600 | Capital Outlays | 12,447 | - | - | - | - | - | - | - | n/a |
| 914 | DP M&O | 8,545 | 7,795 | 9,094 | 9,218 | 9,106 | 9,289 | 9,555 | 71 | 0.8% |
| 918 | GIS M&O | 4,432 | 3,252 | 4,293 | 4,293 | 4,290 | 6,392 | 6,667 | 2,099 | 48.9% |
| 920 | Tel M&O | 5,604 | 4,899 | 5,855 | 5,855 | 5,800 | 5,883 | 6,034 | 28 | 0.5% |
| 950 | Bldg M&O | 7,417 | 4,363 | 3,837 | 4,857 | 4,857 | 5,139 | 5,157 | 282 | 5.8% |
| 960 | Risk M&O | 5,469 | 2,464 | 4,676 | 5,409 | 5,398 | 5,343 | 5,343 | (66) | -1.2% |
| 990 | Mail M&O | 7,016 | 5,517 | 6,280 | 6,280 | 6,261 | 6,261 | 6,261 | (19) | -0.3% |
| 900 | Replacement Reserves | 9,054 | 9,810 | 7,572 | 7,378 | 9,267 | 10,263 | 9,880 | 2,885 | 39.1% |
| | ***Total Opr Expend*** | $ 375,493 | $ 345,564 | $ 397,012 | $ 397,209 | $ 398,898 | $ 391,385 | $ 409,500 | $ (5,824) | -1.5% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 552 | Interfund Contrib | - | 8,000 | - | - | - | - | - | - | n/a |
| 900 | Interfund Svc Pmts | - | 1,239 | - | 1,499 | 1,499 | 151 | 658 | (1,348) | -89.9% |
| | ***Total One-Time Exp*** | $ - | $ 9,239 | $ - | $ 1,499 | $ 1,499 | $ 151 | $ 658 | $ (1,348) | -89.9% |
| | ***Total Expenditure*** | $ 375,493 | $ 354,803 | $ 397,012 | $ 398,708 | $ 400,397 | $ 391,536 | $ 410,158 | $ (7,172) | -1.8% |

## COMMUNITY DEVELOPMENT SERVICES PLANNING
**Responsible Manager:** ***Greg Fewins, Deputy Director***

### PURPOSE/DESCRIPTION:

The Planning Division processes land use applications, monitors compliance with the Federal Way City Codes, and manages federal, state and local environmental processes and regulations. The division provides assistance to other departments to formulate policy and code amendments, provides technical assistance for City projects and annexations and coordinates the City's response to land use appeal issues as directed by the City Council and City Manager.

The division prepares, maintains and implements the City's Comprehensive Plan consistent with the Growth Management Act. The division is responsible for implementing other special projects and mandates required through the Growth Management Act or other new legislation. The division responds to and prepares special studies and other projects at the direction of the City Council and City Manager.




### GOALS/OBJECTIVES:

- Continue to make progress improving the permit process.
- Apply for grants that assist with the cost of implementing programs.
- Complete comprehensive plan updates.
- Complete zoning revisions for the Neighborhood Business and Business Community zones (BN/BC).
- Assist with private and or public plans to revitalize downtown.
- Negotiate new contracts for wetland services.
- Complete public outreach and apply to Boundary Review
- Board for annexation areas.

### PERFORMANCE MEASURES:

| Type/Description | 2005 | 2006 | 2007 | 2008 |
|---|---|---|---|---|
| Workload Measures: | | | | |
| • Pre-application conferences held. | 47 | 70 | 75 | 70 |
| • Number of drop-in questions-telephone and front counter annually. | 8,200 | 8,000 | 8,000 | 8,000 |
| • Land use applications received annually. | 377 | 350 | 128 | 100 |
| Outcome Measures: | | | | |
| • Total revenue receipted versus revenue forecast. | 100% | 100% | 100% | 100% |
| Efficiency Measures: | | | | |
| • Average number of calendar days to complete pre-applications. | 28 | 28 | 28 | 28 |
| • Average number of calendar days to complete SEPA review. | 60-90 | 60-90 | 60-90 | 60-90 |

### POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| Deputy Comm Develop Director | 0.75 | 0.75 | 0.75 | 0.75 | 0.75 | 0.75 | 0.75 | 50 |
| Senior Planner | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 38 |
| Associate Planner | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 32 |
| Development Specialist | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 24 |
| ***Total Regular Staffing*** | 8.75 | 8.75 | 8.75 | 8.75 | 8.75 | 8.75 | 8.75 | |
| ***Change from prior year*** | - | - | - | - | - | - | - | |
| Grand Total Staffing | 8.75 | 8.75 | 8.75 | 8.75 | 8.75 | 8.75 | 8.75 | |

## COMMUNITY DEVELOPMENT SERVICES PLANNING

**Responsible Manager:** ***Greg Fewins, Deputy Director***

### HIGHLIGHTS/CHANGES:

- Utilized contract land use review services for peak periods.
- Provided expedited review services for land use and environmental review.
- Processed and completed six miscellaneous code amendments.
- Complete annual Comprehensive Plan update, and complete development review for; Federal Way Community Center, Federal Way Market Place, and The Crossings.
- The proposed budget reduces books, maps and professional services.

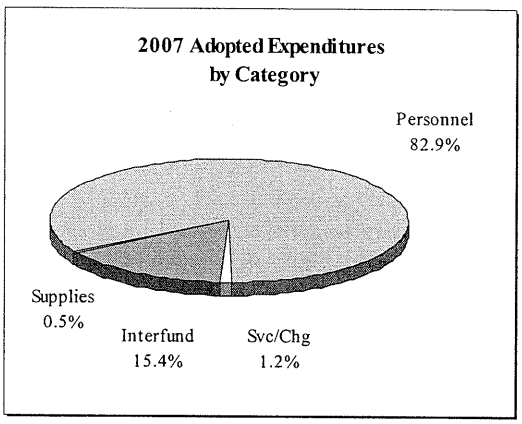
### REVENUE AND EXPENDITURE SUMMARY:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| 3xx | General Gov't | $ 925,064 | $ 696,802 | $ 742,623 | $ 902,667 | $ 1,025,875 | $ 763,778 | $ 808,539 | $ (138,889) | -15.4% |
| 33X | Federal / State Grant | - | - | - | 35,225 | - | - | - | (35,225) | -100.0% |
| 345 | Zoning Fees | 122,334 | 162,863 | 139,000 | 139,000 | 139,000 | 139,000 | 139,000 | - | 0.0% |
| 345 | Plan Review | 73,679 | 85,601 | 23,000 | 23,000 | 23,000 | 23,000 | 23,000 | - | 0.0% |
| | ***Total Revenues*** | $ 1,121,077 | $ 945,265 | $ 904,623 | $ 1,099,892 | $ 1,187,875 | $ 925,778 | $ 970,539 | $ (174,114) | -15.8% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries & Wages | 527,166 | 536,139 | 573,545 | 570,013 | 570,013 | 570,046 | 590,462 | 33 | 0.0% |
| 111/1 | Temporary Help | 81,075 | 66,740 | 24,275 | 24,275 | 24,275 | 24,275 | 24,275 | - | 0.0% |
| 120 | Overtime | 275 | 26 | 200 | 200 | 200 | 200 | 200 | - | 0.0% |
| 200 | Benefits | 127,511 | 133,492 | 152,558 | 154,702 | 154,702 | 166,473 | 187,939 | 11,771 | 7.6% |
| 31X | Supplies | 3,715 | 3,553 | 3,950 | 3,950 | 3,950 | 3,350 | 3,350 | (600) | -15.2% |
| 3XX | Other Opr Supplies | - | 477 | 850 | 850 | 850 | 650 | 650 | (200) | -23.5% |
| 41X | Professional Srvs | 3,411 | - | 4,450 | 4,450 | 4,450 | 3,450 | 3,450 | (1,000) | -22.5% |
| 43X | Travel & Training | 6,563 | 2,861 | 4,667 | 4,667 | 4,667 | 4,125 | 4,125 | (542) | -11.6% |
| 47/42 | Utility & Communications | - | 113 | 200 | 200 | 200 | 100 | 100 | (100) | -50.0% |
| 497 | Association Dues | 1,438 | 861 | 1,410 | 1,410 | 1,410 | 1,410 | 1,410 | - | 0.0% |
| 4XX | Other Misc Exp | 14,423 | 11,379 | 16,730 | 16,730 | 16,730 | 13,730 | 13,730 | (3,000) | -17.9% |
| 51/3X | Intgvt Srvs/Taxes | 227 | 37 | 50 | 50 | 50 | 50 | 50 | - | 0.0% |
| 914 | DP M&O | 18,294 | 16,690 | 19,468 | 19,737 | 19,497 | 18,311 | 18,873 | (1,426) | -7.2% |
| 918 | GIS M&O | 32,512 | 23,845 | 31,477 | 31,477 | 31,456 | 46,879 | 48,896 | 15,402 | 48.9% |
| 920 | Tel M&O | 12,171 | 10,641 | 12,717 | 12,717 | 12,599 | 11,859 | 12,185 | (858) | -6.7% |
| 950 | Bldg M&O | 13,598 | 8,483 | 7,461 | 9,444 | 9,444 | 9,992 | 10,027 | 548 | 5.8% |
| 954 | Fleet M&O | 2,857 | 2,486 | 2,539 | 2,860 | 2,894 | 2,901 | 2,909 | 41 | 1.4% |
| 960 | Risk M&O | 15,291 | 6,891 | 13,075 | 15,125 | 15,095 | 14,242 | 14,242 | (883) | -5.8% |
| 990 | Mail M&O | 9,011 | 7,085 | 8,065 | 8,065 | 8,040 | 7,640 | 7,640 | (425) | -5.3% |
| 94X | Capital Contributions | 635 | - | 269 | - | - | - | - | - | n/a |
| 900 | Replacement Reserves | 27,385 | 35,267 | 26,667 | 25,000 | 28,388 | 25,773 | 24,618 | 773 | 3.1% |
| | ***Total Opr Expend*** | $ 897,559 | $ 867,063 | $ 904,623 | $ 905,922 | $ 908,910 | $ 925,456 | $ 969,131 | $ 19,534 | 2.2% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 111/1 | Temporary Help | - | 16,500 | - | - | 85,000 | - | - | - | n/a |
| 200 | Benefits | - | 1,775 | - | - | - | - | - | - | n/a |
| 31X | Supplies | - | 12 | - | - | - | - | - | - | n/a |
| 41X | Professional Srvs | 223,518 | 50,451 | - | 184,129 | 184,129 | - | - | (184,129) | -100.0% |
| 43X | Travel & Training | - | 368 | - | - | - | - | - | - | n/a |
| 900 | Interfund Svc Pmts | - | 9,096 | - | 9,841 | 9,836 | 322 | 1,408 | (9,519) | -96.7% |
| | ***Total One-Time Exp*** | $ 223,518 | $ 78,202 | $ - | $ 193,970 | $ 278,965 | $ 322 | $ 1,408 | $ (193,648) | -99.8% |
| | ***Total Expenditure*** | $ 1,121,077 | $ 945,265 | $ 904,623 | $ 1,099,892 | $ 1,187,875 | $ 925,778 | $ 970,539 | $ (174,114) | -15.8% |

## COMMUNITY DEVELOPMENT SERVICES BUILDING

**Responsible Manager:** ***Mary Kate Martin, Building Official***

### PURPOSE/DESCRIPTION:




The Building Division is comprised of three groups, counter staff, plan review/inspection, and code compliance. All three support the permit process and compliance with City codes. The Building Division of Community Development is responsible for the administration of the State Building Code as amended by the Federal Way City Code (FWCC). The State code includes the International Building, Residential, Mechanical, Fuel Gas, and the Uniform Plumbing Codes as well as the Washington State Energy and Ventilation Codes. The division is also responsible for the administration of the State Electrical Code (NEC). By local adoption, the division administers the Property Maintenance and Existing Building Codes. Compliance with the sign code provisions of the Federal Way City Code (FWCC) is also the division's responsibility. The division conducts reviews and inspection of both commercial and residential construction and is responsible for reviewing and inspecting for all FWCC provisions pertaining to residential applications including zoning, surface water and drainage requirements. In addition, the division responds to Citizen Action and Records Requests generated from the community as well as other departments and agencies.

### GOALS/OBJECTIVES:

- Continue to make improvements to the permit process and code compliance procedures.
- Continue to work closely with South King County Fire District on compliance and permit issues.
- Revise interlocal agreement as appropriate.
- Identify code compliance issues (i.e. junk cars) and conduct a special focus on that area or problem; keep staff trained on changes to codes; and close higher percentage of cases in code compliance backlog.

### PERFORMANCE MEASURES:

| Type/Description | 2005 | 2006 | 2007 | 2008 |
|---|---|---|---|---|
| Workload Measures: | | | | |
| • Total permits issued | 2,200 | 2,200 | 2,200 | 2,200 |
| • Total permits reviewed | 1,400 | 1,400 | 1,400 | 1,400 |
| • Valuation of issued permits | $70m | $65m | $70m | $65m |
| Outcome Measures: | | | | |
| • New Single Family (NSF) permits issued < 30 days | 85% | 85% | 85% | 85% |
| • Tenant Improvement permits (TI) issued < 20 days | 80% | 80% | 80% | 80% |
| • Average number of permit inspections per year. | 13,000 | 12,000 | 13,000 | 12,000 |
| • Average number of Citizen Action Request investigations per year | 600 | 600 | 600 | 600 |
| • Average number of Records Requests completed per year | 90 | 90 | 90 | 90 |
| • Total revenue receipted versus Total revenue forecasted (%) | 100.0% | 100.0% | 100.0% | 100.0% |
| Efficiency Measures: | | | | |
| • Average staff hours per NSF permit – Review | 4 | 4 | 4 | 4 |
| • Average staff hours per NSF permit – Inspection | 12 | 12 | 12 | 12 |
| • Average staff hours per TI permit - Review | 4 | 4 | 4 | 4 |
| • Average staff hours per TI permit – Inspection | 10 | 10 | 10 | 10 |
| • Average staff hours per Citizen Action Request | 6 | 6 | 6 | 6 |
| • Average staff hours per Records Request | 4 | 4 | 4 | 4 |

### POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| Deputy Comm Develop Director | 0.25 | 0.25 | 0.25 | 0.25 | 0.25 | 0.25 | 0.25 | 50 |
| Building Official | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 45 |
| Assistant Building Official | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 35 |
| Plans Examiner | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 34 |
| Combination Electrical/Bldg Inspector | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 34 |
| Inspector/Plans Examiner | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 32 |
| Code Compliance Officer | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 3.00 | 3.00 | 30 |
| Lead Development Specialist | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 26 |
| Development Specialist | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 24 |
| ***Total Regular Staffing*** | 12.25 | 12.25 | 12.25 | 12.25 | 12.25 | 13.25 | 13.25 | |
| ***Change from prior year*** | - | - | - | - | - | 1.00 | - | |
| Grand Total Staffing | 12.25 | 12.25 | 12.25 | 12.25 | 12.25 | 13.25 | 13.25 | |

## COMMUNITY DEVELOPMENT SERVICES BUILDING

**Responsible Manager:** ***Mary Kate Martin, Building Official***

### HIGHLIGHTS/CHANGES:

The Building Division expects the 2007-2008 building permits activity to reflect a continuing high demand for residential construction, average demand for commercial construction except for commercial office space, which still appears to be in low demand. The reinstated Over-the Counter (OTC) permit program continues to be extremely successful and the division expects that program to continue its popularity with our customers. Staff identified changes to improve response times and efficiency was implemented into the code compliance program and officers were cross trained. A permit intern was eliminated from the budget. There will be new building codes out this budget cycle which will result in one-time costs to replace books and train staff. The division hired a permit assistant and temporary building inspector with one-time funds that will be eliminated in this budget. Proposition 1 Police and Community Safety increased the budget by $71,018 and $90,551 in 2007 and 2008 for 1 FTE Code Compliance Officer and start-up costs.

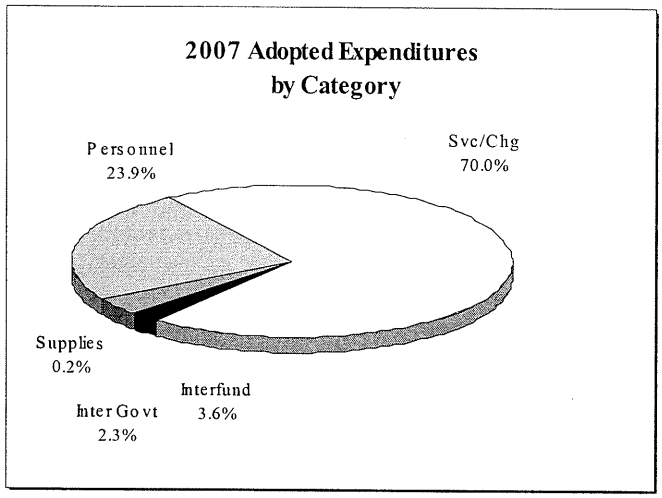
### REVENUE AND EXPENDITURE SUMMARY:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| 3xx | General Gov't | $ (370,396) | $ (1,772,313) | $ (110,789) | $ (70,231) | $ (572,555) | $ (371,698) | $ (336,103) | $ (301,467) | 429.3% |
| 322 | Building Permits | 825,994 | 1,630,697 | 680,000 | 818,500 | 1,205,000 | 972,500 | 1,001,500 | 154,000 | 18.8% |
| 322 | Electrical Permits | 134,787 | 268,800 | 144,000 | 144,000 | 250,000 | 144,000 | 144,000 | - | 0.0% |
| 345 | Plan Review | 506,665 | 977,402 | 476,400 | 528,900 | 545,600 | 580,600 | 589,600 | 51,700 | 9.8% |
| | ***Total Revenues*** | $ 1,097,051 | $ 1,104,586 | $ 1,189,611 | $ 1,421,169 | $ 1,428,045 | $ 1,325,402 | $ 1,398,997 | $ (95,767) | -6.7% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries & Wages | 658,648 | 679,743 | 753,556 | 748,916 | 748,916 | 832,314 | 877,524 | 83,398 | 11.1% |
| 111/1 | Temporary Help | 33,975 | 46,500 | 20,000 | 20,000 | 20,000 | 5,000 | 5,000 | (15,000) | -75.0% |
| 120 | Overtime | 6,843 | 9,914 | 1,300 | 1,300 | 1,300 | 1,300 | 1,300 | - | 0.0% |
| 200 | Benefits | 171,207 | 190,549 | 219,561 | 221,873 | 221,873 | 244,299 | 275,496 | 22,426 | 10.1% |
| 31X | Supplies | 12,882 | 5,465 | 4,775 | 4,775 | 4,775 | 4,775 | 4,775 | - | 0.0% |
| 3XX | Other Opr Supplies | 861 | 515 | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 | - | 0.0% |
| 41X | Professional Srvs | 1,044 | 1,658 | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 | - | 0.0% |
| 43X | Travel & Training | 3,450 | 2,408 | 11,298 | 11,298 | 11,298 | 9,400 | 9,775 | (1,898) | -16.8% |
| 47/42 | Utility & Communications | 36 | 52 | 100 | 100 | 100 | 100 | 100 | - | 0.0% |
| 497 | Association Dues | 1,125 | 380 | 900 | 900 | 900 | 900 | 900 | - | 0.0% |
| 4XX | Other Misc Exp | 3,221 | 2,391 | 5,050 | 5,050 | 5,050 | 4,050 | 4,050 | (1,000) | -19.8% |
| 914 | DP M&O | 62,849 | 56,896 | 66,881 | 83,295 | 82,281 | 85,100 | 87,885 | 1,805 | 2.2% |
| 918 | GIS M&O | 6,007 | 4,406 | 5,816 | 5,816 | 5,812 | 8,663 | 9,035 | 2,847 | 49.0% |
| 920 | Tel M&O | 14,558 | 12,727 | 15,209 | 15,209 | 15,067 | 15,935 | 16,020 | 726 | 4.8% |
| 950 | Bldg M&O | 17,718 | 10,907 | 9,592 | 12,142 | 12,142 | 13,222 | 13,392 | 1,080 | 8.9% |
| 954 | Fleet M&O | 12,765 | 11,112 | 11,347 | 12,782 | 12,932 | 12,963 | 16,599 | 181 | 1.4% |
| 960 | Risk M&O | 13,054 | 5,883 | 11,162 | 12,912 | 12,886 | 12,755 | 12,755 | (157) | -1.2% |
| 990 | Mail M&O | 1,825 | 1,435 | 1,633 | 1,633 | 1,628 | 1,628 | 1,628 | (5) | -0.3% |
| 94X | Capital Contributions | 2,035 | - | 414 | - | - | - | - | - | n/a |
| 900 | Replacement Reserves | 60,513 | 59,733 | 48,017 | 44,919 | 52,858 | 50,419 | 53,821 | 5,500 | 12.2% |
| | ***Total Opr Expend*** | $ 1,084,617 | $ 1,102,673 | $ 1,189,611 | $ 1,205,920 | $ 1,212,818 | $ 1,305,823 | $ 1,393,055 | $ 99,903 | 8.3% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 111/1 | Temporary Help | - | - | - | 100,000 | 100,000 | - | - | (100,000) | -100.0% |
| 200 | Benefits | 188 | - | - | - | - | - | - | - | n/a |
| 31X | Supplies | - | - | - | - | - | 9,000 | - | 9,000 | n/a |
| 41X | Professional Srvs | 10,746 | 232 | - | 1,874 | 1,874 | - | - | (1,874) | -100.0% |
| 900 | Interfund Svc Pmts | 1,500 | 1,681 | - | 113,375 | 113,353 | 10,579 | 5,942 | (102,796) | -90.7% |
| | ***Total One-Time Exp*** | $ 12,434 | $ 1,913 | $ - | $ 215,249 | $ 215,227 | $ 19,579 | $ 5,942 | $ (195,670) | -90.9% |
| | ***Total Expenditure*** | $ 1,097,051 | $ 1,104,586 | $ 1,189,611 | $ 1,421,169 | $ 1,428,045 | $ 1,325,402 | $ 1,398,997 | $ (95,767) | -6.7% |

## COMMUNITY DEVELOPMENT SERVICES HUMAN SERVICES

**Responsible Manager:** ***Angelina Allen-Mpyisi, Human Services Manager***

### PURPOSE/DESCRIPTION:




The Human Services Administration budget is responsible for the management of all general fund human services contracts, coordination of Community Development Block Grant (CDBG) funds, the Volunteer and Neighborhood program and providing assistance to Korean citizens through the Korean Liaison program. Human Services includes programs in the five strategy areas identified in the Housing and Human Services Consolidated Plan: 1) basic needs and emergency services, 2) promote individual and community public safety, 3) assistance to special needs groups, 4) supportive environment for low-income families with children, and 5) the development of a comprehensive human service network to more effectively address human service needs of Federal Way's low-income and special needs populations. CDBG supports construction or rehabilitation of community facilities, neighborhood improvements and affordable housing, direct human service programs and planning activities that principally benefit low- and moderate-income individuals. The Division staffs the Human Services Commission and represents the City on policy-making bodies and community organizations.

### GOALS/OBJECTIVES:

- Maintain current level of service for human service programs.
- Expand capacity building program.
- Monitor results of 2006 program.

### PERFORMANCE MEASURES:

| Type/Description | 2005 | 2006 | 2007 | 2008 |
|---|---|---|---|---|
| Workload Measures: | | | | |
| • Number of human services contracts managed | 38 | 38 | 37 | 37 |
| • Amount of human services dollars administered | $447,000 | $430,500 | $417,500 | $417,500 |
| • Number of human services contract payments processed | 152 | 152 | 148 | 148 |
| • Number of human services applications processed | 0 | 54 | 56 | 56 |
| • Number of CDBG applications processed | 10 | 20 | 17 | 17 |
| • Number of CDBG contracts managed | 13 | 13 | 10 | 10 |
| • Number of CDBG dollars administered | $877,572 | $747,398 | $549,481 | $555,470 |
| Outcome Measures: | | | | |
| • Percent of contracts fully executed in timely manner | 100.0% | 100.0% | 100% | 100% |
| • Number of Human Service Commission meetings supported | 26 | 26 | 22 | 22 |
| • Coordinate and facilitate community and human service provider meetings | 1 | 3 | 3 | 3 |

### PROGRAM SUMMARY:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| 83 | Human Services | $ 679,835 | $ 634,061 | $ 600,207 | $ 664,174 | $ 664,465 | $ 652,412 | $ 657,804 | $ (11,763) | -1.8% |
| 119 | CDBG | 1,209,471 | 464,209 | 747,398 | 593,856 | 593,856 | 549,481 | 555,470 | (44,375) | -7.5% |
| 345 | ***Total Expenditures*** | $ 1,889,306 | $ 1,098,270 | $ 1,347,605 | $ 1,258,030 | $ 1,258,321 | $ 1,201,893 | $ 1,213,274 | $ (56,137) | -4.5% |

### POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| Human Services Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 38 |
| CDBG Coordinator | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 32 |
| Administrative Assistant I | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | 18 |
| Korean Community Liaison | 0.50 | - | - | - | - | 0.50 | 0.50 | 15 |
| ***Total Regular Staffing*** | 3.00 | 2.50 | 2.50 | 2.50 | 2.50 | 3.00 | 3.00 | |
| ***Change from prior year*** | - | (0.50) | - | - | - | 0.50 | - | |
| One-Time Funded Positions | - | 0.50 | 0.50 | 0.50 | 0.50 | - | - | |
| Grand Total Staffing | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | |

## COMMUNITY DEVELOPMENT SERVICES HUMAN SERVICES

**Responsible Manager:** ***Angelina Allen-Mpyisi, Human Services Manager***

### HIGHLIGHTS/CHANGES:

In 2006, the City Council adopted a new Five-Year Housing and Human Services Consolidated Plan that will help the Human Services Division address and identify the human service and housing needs for low and moderate-income, and special need populations in the City. The Division will use the new plan to implement contracts with local providers that address City human services goals and priorities. The Division assisted the Healthy Families and Communities Task Force in implementing the recommendations of the King County Regional Human Services Task Force by proposing a new revenue source for stabilizing, improving and maintaining the regional human services system and assisted King County in developing an investment strategy for how the new Regional Veterans & Human Services funds will be distributed in King County. The Division also collaborated with members of the South King County Human Services Planners group to develop a "Common Application" for Human Services and CDBG Public Service Funding, which allowed human service agencies to submit one application that was accepted by South King County cities for both sources of funds. The Division will continue to collaborate with other private and philanthropic funders to promote an effective human services delivery system and increase human services funding from other public and private sources. The Division renegotiated and implemented a new agreement to participate in the King County CDBG Consortium for 2006-08. Federal Way participated in the Seattle/King County Coalition for the Homeless One Night Count for the first time in January 2006 that will be conducted annually. Staff is participating in the implementation of the 10-Year Plan to End Homelessness and other regional efforts to address homelessness and create affordable housing. The Division will continue the Human Services and CDBG Fund application process, performance-based contracts, outcomes evaluation requirements, technical assistance for agencies and contract monitoring visits of human services agencies. To improve the operational capacity of nonprofit human service and community-based organizations, the Division designed an Human Services Organizational Capacity Building Program and has partnered with the cities of Tukwila and Burien to implement the program. The capacity building program determines the organizational effectiveness of nonprofit human service and community-based agencies serving Federal Way, Tukwila and Burien. Agencies also receive technical assistance and training through the program.

The Korean Liaison program is an active program within the Division and continues to assist the Korean Community with City operations and a variety of community events.

The Human Services Fund allocation of $400,000 was designated for human service contracts in 2005/2006. One-time funding of $12,500 per year was also added to increase the level of support for human service activities. In 2005, through carry forward balances and funds raised from the Human Services/United Way fundraising campaign an additional $16,997 was available in the human services budget to support two human service agencies who provide food bank assistance and emergency rent and utility services.

Council increased 1-Time funding for King County Sexual Assault Center (KSAR), Food Bank and Human Services Contracts for a total of $15,000 in 2007 and 2008.

## COMMUNITY DEVELOPMENT SERVICES HUMAN SERVICES

**Responsible Manager:** ***Angelina Allen-Mpyisi, Human Services Manager***

### REVENUE AND EXPENDITURE SUMMARY:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| 3xx | General Gov't | $ 632,087 | $ 626,058 | $ 600,207 | $ 664,174 | $ 664,465 | $ 652,412 | $ 657,804 | $ (11,763) | -1.8% |
| 33X | Federal / State Grant | 1,275,848 | 457,837 | 747,398 | 524,056 | 524,056 | 549,481 | 555,470 | 25,425 | 4.9% |
| 360 | Program Income | 47,748 | 8,003 | - | - | - | - | - | - | n/a |
| | ***Total Revenues*** | $ 1,955,683 | $ 1,091,898 | $ 1,347,605 | $ 1,188,230 | $ 1,188,521 | $ 1,201,893 | $ 1,213,274 | $ 13,663 | 1.1% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries & Wages | 152,375 | 150,745 | 149,691 | 149,121 | 149,121 | 177,976 | 184,584 | 28,855 | 19.4% |
| 111/1 | Temporary Help | 6,827 | 910 | 6,104 | 6,104 | 6,104 | 3,921 | 3,921 | (2,183) | -35.8% |
| 200 | Benefits | 42,008 | 37,400 | 48,651 | 48,528 | 48,528 | 46,269 | 50,795 | (2,259) | -4.7% |
| 31X | Supplies | 2,238 | 1,512 | 1,350 | 1,350 | 1,350 | 1,360 | 1,360 | 10 | 0.7% |
| 3XX | Other Opr Supplies | 359 | - | - | - | - | - | - | - | n/a |
| 41X | Professional Srvs | 620,822 | 564,775 | 513,975 | 598,163 | 598,163 | 623,099 | 623,099 | 24,936 | 4.2% |
| 43X | Travel & Training | 2,852 | 2,059 | 4,800 | 4,800 | 4,800 | 3,050 | 3,050 | (1,750) | -36.5% |
| 497 | Association Dues | 175 | 150 | 325 | 325 | 325 | 375 | 375 | 50 | 15.4% |
| 4XX | Other Misc Exp | 1,118 | 685 | 1,875 | 1,875 | 1,875 | 1,625 | 1,625 | (250) | -13.3% |
| 51/3X | Intgvt Srvs/Taxes | 17,881 | 19,527 | 14,500 | 14,500 | 14,500 | 14,500 | 14,500 | - | 0.0% |
| 552 | Interfund Contrib | 142,894 | 216,540 | - | 73,920 | 73,920 | - | - | (73,920) | -100.0% |
| 600 | Capital Outlays | 753,185 | - | 552,153 | 240,503 | 240,503 | 272,360 | 272,360 | 31,857 | 13.2% |
| 914 | DP M&O | 5,232 | 4,765 | 5,564 | 5,635 | 5,566 | 5,678 | 5,839 | 43 | 0.8% |
| 918 | GIS M&O | 1,564 | 1,153 | 1,521 | 1,521 | 1,520 | 2,261 | 2,358 | 740 | 48.7% |
| 920 | Tel M&O | 3,183 | 2,784 | 3,327 | 3,327 | 3,296 | 3,343 | 3,428 | 16 | 0.5% |
| 950 | Bldg M&O | 4,121 | 2,908 | 2,558 | 3,238 | 3,238 | 3,426 | 3,438 | 188 | 5.8% |
| 960 | Risk M&O | 3,730 | 1,681 | 3,190 | 3,690 | 3,683 | 3,646 | 3,646 | (44) | -1.2% |
| 990 | Mail M&O | 1,307 | 1,029 | 1,171 | 1,171 | 1,167 | 1,167 | 1,167 | (4) | -0.3% |
| 94X | Capital Contributions | 180 | - | 71 | - | - | - | - | - | n/a |
| 900 | Replacement Reserves | 3,715 | 2,633 | 2,279 | 2,224 | 2,627 | 2,837 | 2,729 | 613 | 27.6% |
| | ***Total Opr Expend*** | $ 1,765,765 | $ 1,011,255 | $ 1,313,105 | $ 1,159,995 | $ 1,160,286 | $ 1,166,893 | $ 1,178,274 | $ 6,898 | 0.6% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 110 | Salaries & Wages | - | 9,545 | 18,313 | 18,203 | 18,203 | - | - | (18,203) | -100.0% |
| 200 | Benefits | - | 2,031 | 3,687 | 3,687 | 3,687 | - | - | (3,687) | -100.0% |
| 31X | Supplies | 506 | - | - | - | - | - | - | - | n/a |
| 41X | Professional Srvs | 122,339 | 75,004 | 12,500 | 70,551 | 70,551 | 35,000 | 35,000 | (35,551) | -50.4% |
| 4xx | Other Misc Exp | 696 | - | - | 5,000 | 5,000 | - | - | (5,000) | -100.0% |
| 900 | Interfund Svc Pmts | - | 435 | - | 594 | 594 | - | - | (594) | -100.0% |
| | ***Total One-Time Exp*** | $ 123,541 | $ 87,015 | $ 34,500 | $ 98,035 | $ 98,035 | $ 35,000 | $ 35,000 | $ (63,035) | -64.3% |
| | ***Total Expenditure*** | $ 1,889,306 | $ 1,098,270 | $ 1,347,605 | $ 1,258,030 | $ 1,258,321 | $ 1,201,893 | $ 1,213,274 | $ (56,137) | -4.5% |

## COMMUNITY DEVELOPMENT SERVICES HUMAN SERVICES

**Responsible Manager:** ***Angelina Allen-Mpyisi, Human Services Manager***

### *Human Services Funding History:*

| Year | General Fund | Employee Giving / Other (*) | CDBG | Total |
|---|---|---|---|---|
| 1991 | $ 249,414 | $ - | $ 305,000 | $ 554,414 |
| 1992 | 337,860 | - | 320,000 | 657,860 |
| 1993 | 366,028 | - | 456,000 | 822,028 |
| 1994 | 368,643 | - | 410,538 | 779,181 |
| 1995 | 382,000 | - | 653,229 | 1,035,229 |
| 1996 | 382,000 | - | 504,108 | 886,108 |
| 1997 | 350,000 | 933 | 700,389 | 1,051,322 |
| 1998 | 388,775 | 3,402 | 599,149 | 991,326 |
| 1999 | 400,000 | 4,096 | 651,596 | 1,055,692 |
| 2000 | 400,000 | 3,194 | 606,881 | 1,010,075 |
| 2001 | 412,500 | 32,524 | 591,177 | 1,036,201 |
| 2002 | 412,500 | 44,421 | 660,268 | 1,117,189 |
| 2003 | 412,500 | 46,408 | 928,618 | 1,387,526 |
| 2004 | 412,500 | 47,046 | 995,668 | 1,455,214 |
| 2005 | 412,500 | 12,546 | 877,572 | 1,302,618 |
| 2006 | 412,500 | 10,097 | 747,398 | 1,169,995 |
| 2007 | 430,000 | - | 549,481 | 979,481 |
| 2008 | 430,000 | - | 555,470 | 985,470 |
| **Total** | **$ 6,959,720** | **$ 182,024** | **$ 8,382,621** | **$ 13,839,365** |

(*) Employee giving campaign normally occurs in October/November of the year & the funding is available for the following year. In 2001, contributions made by defendants in-lieu-of court proceedings became available for Human Services programs. This revenue was deemed unethical by the courts and is no longer available after 2004.

### *2007* CDBG Funding Detail:*

| Agency | Purposes | Funding | |
|---|---|---|---|
| | | Requested | Recom |
| Boys & Girls Club of King County | Federal Way Boys & Girls Club Roof Replacment | 199,800 | - |
| ElderHealth Northwest | Renovation of Adult Day Health Care Center | 100,000 | 97,360 |
| FUSION | Acquisition of Transitional Housing | 175,000 | 175,000 |
| Multi-Service Center | Employee Development Federal Way Program | 107,853 | 107,853 |
| Recovery Centers of King County | Acquistion of Detoxifcation Facility | 83,203 | - |
| Unallocated Capital Funds | | - | - |
| ***Subtotal Capital Projects*** | | ***665,856*** | ***380,213*** |
| Big Brothers Big Sisters of King and Pierce Counties | One-to-One Youth Mentoring Program | 12,500 | 14,648 |
| Comm Health Centers of KC | Primary Dental Program | 10,000 | 12,149 |
| ElderHealth Northwest Connection | Adult Day Health Care Program | 12,000 | 12,000 |
| Emergency Feeding Program | Federal Way Emergency Feeding Program | 10,000 | - |
| Federal Way Senior Center | Adult Day Care Program | 12,500 | 12,500 |
| Institute for Family Development | PACT Program | 11,800 | 13,949 |
| Multi-Service Center | Emergency Feeding Program | 10,000 | 10,000 |
| Orion Industries | Rehabilitation Services | 44,100 | 10,000 |
| Page Ahead Children's Literacy Program | Books for Kids | 10,000 | - |
| The Salvation Army/Federal Way Corps | Social Services | 10,000 | - |
| ***Subtotal Public Service Projects*** | | ***142,900*** | ***85,246*** |
| City of Federal Way - Human Services | Planning & Administration | n/a | 84,022 |
| **Total 2007 CDBG Allocation** | | **$ 808,756** | **$ 549,481** |

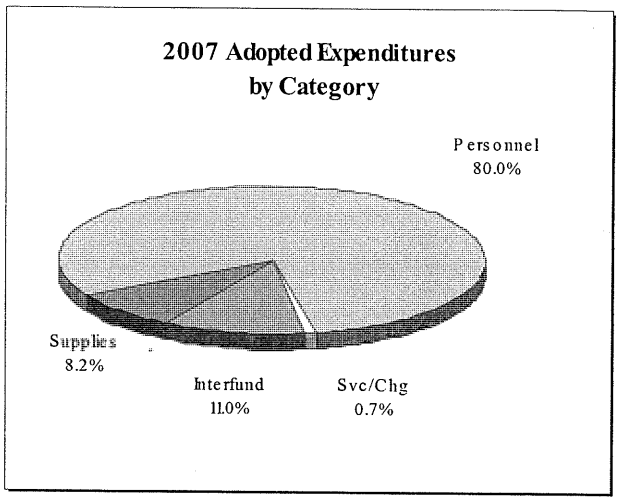
## COMMUNITY DEVELOPMENT SERVICES VOLUNTEER AND NEIGHBORHOOD PROGRAM

**Responsible Manager:** ***Angelina Allen-Mpyisi, Human Services Manager***

### PURPOSE/DESCRIPTION:

The Volunteer and Neighborhood Program Coordinator has two main roles:

1. *Neighborhood Training and Support*: Works to promote and facilitate individual and neighborhood-based disaster preparedness training. Assists citizens in gathering information and addressing concerns related to neighborhoods (e.g., property maintenance, landlord/tenant disputes, etc.).
2. *Volunteer Facilitation*: Maintains and develops City policies for volunteer participation. Maintains volunteer records. Assists City departments with recruitment of volunteers and organization of volunteer activities. Refers volunteer applicants to City departments or community opportunities. Plans and facilitates volunteer recognition events.




### GOALS/OBJECTIVES:

- Provide a number of volunteers needed for City sponsored events (i.e. Red, White and Blues, Han Woo Ri, and Triathlon).
- Provide a minimum of two CERT classes a year.
- Develop a website for CERT information.
- Apply for grants that apply to division's programs.

### POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| Neighborhood Development Spec. | 1.00 | 0.70 | 0.70 | 0.70 | 0.70 | 1.00 | 1.00 | 30 |
| ***Total Regular Staffing*** | 1.00 | 0.70 | 0.70 | 0.70 | 0.70 | 1.00 | 1.00 | |
| ***Change from prior year*** | - | (0.30) | (0.30) | - | - | 0.30 | - | |
| One-Time Funded Positions | - | 0.30 | 0.30 | 0.30 | 0.30 | - | - | |
| Grand Total Staffing | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | |

### PERFORMANCE MEASURES:

| Type/Description | 2005 | 2006 | 2007 | 2008 |
|---|---|---|---|---|
| Workload Measures: | | | | |
| • Number of issues responded to | 50 | 50 | 50 | 50 |
| • Number of intra-city community involvement projects annually | 25 | 25 | 25 | 25 |
| Outcome Measures: | | | | |
| • Percent of community concerns addressed | 100.0% | 100.0% | 100.0% | 100.0% |
| • Percent of intra-city concerns addressed | 100.0% | 100.0% | 100.0% | 100.0% |
| • Number of volunteer hours | 16,000 | 18,000 | 19,000 | 19,000 |
| • Number of volunteers | 750 | 800 | 800 | 800 |
| • Events coordinated/attended | 15 | 15 | 15 | 15 |
| • CERT classes | 32 | 32 | 32 | 32 |
| • CERT graduates | 75 | 90 | 90 | 90 |
| • Number of NET meetings | 7 | 7 | 7 | 7 |
| • Number of NET Instructors trained | 53 | 50 | 50 | 50 |
| • Number of CERT Continuing Education Classes | 4 | 3 | 3 | 3 |

## COMMUNITY DEVELOPMENT SERVICES VOLUNTEER AND NEIGHBORHOOD PROGRAM

**Responsible Manager:** ***Angelina Allen-Mpyisi, Human Services Manager***

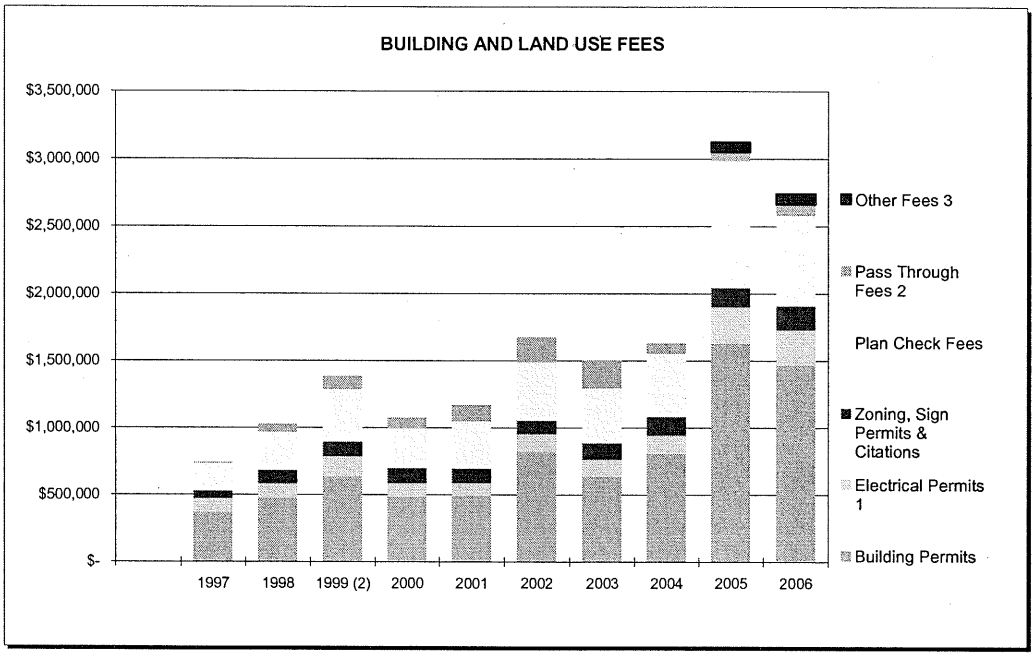
### HIGHLIGHTS/CHANGES:

The 2005 and 2006 Volunteer Recognition Dinners included a new theme and agenda. Conducted a city-wide cleanup in conjunction with area Ukrainian churches and over 200 volunteers attended in both 2005 and 2006. Assisted in writing fact sheets for Camp Kilworth grant acquisition. Held three continuing education classes for CERT graduates, including one in conjunction with Kent Fire Department. Coordinated a basic preparedness class for the general public. Recruited and coordinated volunteers for the 2005 and 2006 Han Woo-Ri Festivals. Attended training courses including: Special Events, Grant Wrote, National Incident Management Systems (NIMS) and (ICS 700, 100, 200). Attended CERT conference in Burbank, CA and DOVIA conference in Seattle. Extensively revised NET program materials and created a NET Train-the-Trainer curriculum. Coordinated volunteers for Earth Day; Red White, and Blues Festival; and Mayor's Day of Concern for the Hungry events. Wrote and received grants which secured over $6,000 for CERT training supplies in 2005 and over $12,000 for the creation of a regional CERT website and a continuing education class in 2006. Assisted in creating a group of CERT graduates called the Community Action Team (CAT) whose purpose is to receive more advanced responder training to assist the City during a disaster and for other volunteer tasks. Coordinated volunteer events for Starbucks employees which received two grants ($15,000 and $2,500) for Parks improvements. Joined the South King County volunteer management network and South King County CERT workgroup. Assisted in developing and implementing the Graffiti Removal Incentive Program (GRIP), including writing the proposal, meeting with area hardware store, creating brochures, writing press releases, etc. City committees and work groups include: Emergency Management Planning Committee, United Way Auction Planning Committee and Customer Service Team. Recruited volunteers for 2005 Reebok Women's Triathlon and recruited and coordinated 200 volunteers for the 2006 Subaru Women's Triathlon. Assisted Washington State Emergency Management Training Coordinator to create a state-wide NET program. Researched, purchased and implemented new volunteer record-keeping system called Volunteer Works.

### REVENUE AND EXPENDITURE SUMMARY:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| 3XX | General Gov't | $ 91,641 | $ 92,463 | $ 93,760 | $ 101,801 | $ 101,955 | $ 96,502 | $ 101,691 | $ (5,299) | -5.2% |
| 360 | Program Income | 400 | 775 | - | - | - | - | - | - | n/a |
| | ***Total Revenues*** | $ 92,041 | $ 93,238 | $ 93,760 | $ 101,801 | $ 101,955 | $ 96,502 | $ 101,691 | $ (5,299) | -5.2% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries & Wages | 49,277 | 43,980 | 42,472 | 42,210 | 42,210 | 59,635 | 61,824 | 17,425 | 41.3% |
| 111/1 | Temporary Help | 1,526 | - | - | - | - | - | - | - | n/a |
| 200 | Benefits | 13,833 | 11,789 | 12,378 | 12,551 | 12,551 | 17,507 | 19,917 | 4,956 | 39.5% |
| 31X | Supplies | 3,002 | 5,570 | 4,250 | 4,250 | 4,250 | 7,900 | 7,900 | 3,650 | 85.9% |
| 41X | Professional Srvs | 609 | 200 | - | - | - | - | - | - | n/a |
| 43X | Travel & Training | 514 | 962 | 500 | 500 | 500 | 500 | 500 | - | 0.0% |
| 47/42 | Utility & Communications | - | - | 100 | 100 | 100 | 100 | 100 | - | 0.0% |
| 497 | Association Dues | - | - | 100 | 100 | 100 | 100 | 100 | - | 0.0% |
| 4XX | Other Misc Exp | 1,392 | 322 | - | - | - | - | - | - | n/a |
| 914 | DP M&O | 1,483 | 1,354 | 1,578 | 1,601 | 1,582 | 1,613 | 1,658 | 12 | 0.7% |
| 918 | GIS M&O | 2,462 | 1,807 | 2,385 | 2,385 | 2,383 | 3,551 | 3,704 | 1,166 | 48.9% |
| 920 | Tel M&O | 1,061 | 928 | 1,108 | 1,108 | 1,098 | 1,113 | 1,142 | 5 | 0.5% |
| 950 | Bldg M&O | 1,648 | 970 | 853 | 1,080 | 1,080 | 1,142 | 1,146 | 62 | 5.7% |
| 960 | Risk M&O | 1,491 | 671 | 1,274 | 1,474 | 1,471 | 1,456 | 1,456 | (18) | -1.2% |
| 990 | Mail M&O | 753 | 592 | 674 | 674 | 672 | 672 | 672 | (2) | -0.3% |
| 94X | Capital Contributions | 52 | - | 23 | - | - | - | - | - | n/a |
| 900 | Replacement Reserves | 924 | 723 | 843 | 840 | 1,030 | 1,096 | 1,056 | 256 | 30.5% |
| | ***Total Opr Expend*** | $ 80,026 | $ 69,869 | $ 68,538 | $ 68,873 | $ 69,027 | $ 96,385 | $ 101,175 | $ 27,512 | 39.9% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 110 | Salaries & Wages | - | 8,774 | 16,695 | 16,592 | 16,592 | - | - | (16,592) | -100.0% |
| 200 | Benefits | - | 2,402 | 4,877 | 4,799 | 4,799 | - | - | (4,799) | -100.0% |
| 31X | Supplies | 3,699 | 4,978 | 3,150 | 3,150 | 3,150 | - | - | (3,150) | -100.0% |
| 3XX | Other Opr Supplies | 3,825 | 828 | 500 | 2,579 | 2,579 | - | - | (2,579) | -100.0% |
| 41X | Professional Srvs | 4,491 | 5,699 | - | 5,076 | 5,076 | - | - | (5,076) | -100.0% |
| 900 | Interfund Svc Pmts | - | 688 | - | 732 | 732 | 117 | 516 | (615) | -84.0% |
| | ***Total One-Time Exp*** | $ 12,015 | $ 23,369 | $ 25,222 | $ 32,928 | $ 32,928 | $ 117 | $ 516 | $ (32,811) | -99.6% |
| | ***Total Expenditure*** | $ 92,041 | $ 93,238 | $ 93,760 | $ 101,801 | $ 101,955 | $ 96,502 | $ 101,691 | $ (5,299) | -5.2% |

# COMMUNITY DEVELOPMENT SERVICES MISCELLANEOUS STATISTICS




| FEE TYPE | 1997 | 1998 | 1999 (2) | 2000 | 2001 | 2002 | 2003 | 2004 | 2005 | 2006 |
|---|---|---|---|---|---|---|---|---|---|---|
| Building Permits | $ 364,938 | $ 475,916 | $ 632,174 | $ 483,817 | $ 489,595 | $ 820,324 | $ 637,403 | $ 807,486 | $ 1,630,697 | $ 1,464,222 |
| Electrical Permits [1] | 102,794 | 105,174 | 151,252 | 98,573 | 93,976 | 133,490 | 124,247 | 134,787 | 268,800 | 266,539 |
| Zoning, Sign Permits & Citations | 57,676 | 100,767 | 112,626 | 115,561 | 111,262 | 100,764 | 123,728 | 140,842 | 144,026 | 175,326 |
| Plan Check Fees | 209,861 | 284,233 | 391,988 | 297,090 | 356,630 | 434,247 | 407,866 | 470,875 | 942,768 | 672,069 |
| Pass Through Fees [2] | 7,268 | 64,394 | 98,677 | 81,226 | 122,502 | 188,379 | 214,464 | 79,962 | 62,834 | 86,275 |
| Other Fees [3] | - | - | - | - | - | - | - | - | 76,238 | 79,121 |
| Total Fees | $ 742,537 | $ 1,030,484 | $ 1,386,716 | $ 1,076,267 | $ 1,173,965 | $ 1,677,205 | $ 1,507,707 | $ 1,633,952 | $ 3,125,363 | $ 2,743,552 |

Note 1: The City started Electrical Inspection Program in May, 1994. Expedited review and environmental fees were included in plan check prior to 1998.

Note 2: The City implemented new UBC fee schedule for permits, representing approximately 50% increase on permit fees and a 12.7% inflationary adjustment reflecting CPI for the period between 1994 - 1998 in January of 1999.

Note 3: Other Fees includes automation fee, school impact, zoning compliance fee. These fees were implemented in 2005

## LAW DEPARTMENT

Patricia Richardson
City Attorney

1.0 FTE
Department Total: 13.0 FTE

- Legal advice/opinions to Council, City Manager, Commissions, Staff
- Management of Law Department

### DEPARTMENT SUPPORT

Tonia Proctor
Lead Paralegal

1.0 FTE

- Director support
- Committee/Commission support
- Claims Coordinator

### CIVIL LEGAL SERVICES

Aaron Walls
Deputy City Attorney

4.0 FTE

- Civil litigation
- Land use hearings and appeals
- Legal advice to Council and City Staff
- Contract review and preparation
- Ordinance preparation
- Resolution preparation
- Interlocal agreements

### CRIMINAL PROSECUTION

Stephanie Arthur
Chief Prosecutor

7.0 FTE

- Prosecute criminal citations
- Prosecute traffic infractions
- Enforce City's Municipal Code
- Domestic Violence Enforcement Program

# LAW DEPARTMENT OVERVIEW

**Responsible Manager:** ***Patricia Richardson, City Attorney***

## 2005/2006 ACCOMPLISHMENTS

- Provided legal advice to the Council, City Manager and staff
- Advised staff on land use issues
- Drafted and/or reviewed approximately 350 contracts per year
- Continued defending all pending litigation against the City, and the Bryant Inquest
- Assisted in property acquisitions/condemnations
- Presented and pursued city legislative goals with key state legislators
- Telecommunications/utilities – litigation support; leases/ franchises negotiation - including utility and cable franchises such as Comcast
- Prosecuted misdemeanors (DUI, DV, Theft)
- Assisted and reviewed contracts regarding the development of the City's Community Center
- Drafted and negotiated labor agreements
- Enforced and prosecuted zoning code violations

## 2007/08 ANTICIPATED KEY PROJECTS

- Provide legal advice on City Center Redevelopment efforts
- Develop supervisor training material and conduct training
- Assist departments with:
  - Comprehensive Plan Amendments
  - Potential Annexation
  - Condemnation/Acquisition for SR 99 HOV Lanes Phase IV Project
- Review legal documents and participate in legal proceedings regarding the purchase of Camp Kilworth
- Prosecute new domestic violence (DV) crimes *(in presence of children, and strangulation)* along with other misdemeanors including the new junk vehicle ordinance.
- Community Center startup and support
- Negotiate labor agreements
- Assist with Yakima Jail Services contract
- Provide training for police officers

## ADOPTED PROGRAM CHANGES:

| Program | Department Submitted | | | | | | Adopted | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | 2007 | | 2008 | | | | | 2007 | | 2008 | |
| | FTE | Fleet | 1-Time | Ongoing | 1-Time | Ongoing | | FTE | Fleet | 1-Time | Ongoing | 1-Time | Ongoing |
| CI-Reclass Deputy City Attorney | - | - | - | (12,336) | - | (12,720) | N | - | - | - | - | - | - |
| CI-Reduce Admin to .87 FTE | (0.1) | - | - | (6,000) | - | (6,586) | N | - | - | - | - | - | - |
| CR-Reduce DV Liaison | - | - | - | (2,453) | - | (2,739) | Y | - | - | - | (2,453) | - | (2,739) |
| **Subtotal Cost Reductions** | **(0.1)** | **-** | **$ -** | **$ (20,789)** | **$ -** | **$ (22,045)** | | **-** | **-** | **$ -** | **$ (2,453)** | **$ -** | **$ (2,739)** |
| CR-Convert DV Liaison & Rule 9 to Full Time Contract Prosecutor plus .40 Admin 1 | 0.4 | - | - | 20,844 | - | 22,721 | Y | 0.4 | - | - | 20,844 | - | 22,721 |
| **Subtotal Additions** | **0.4** | **-** | **$ -** | **$ 20,844** | **$ -** | **$ 22,721** | | **0.4** | **-** | **$ -** | **$ 20,844** | **$ -** | **$ 22,721** |
| **Total - Law** | **0.3** | **-** | **$ -** | **$ 55** | **$ -** | **$ 676** | | **0.4** | **-** | **$ -** | **$ 18,391** | **$ -** | **$ 19,982** |

## PROPOSITION 1 ADDITIONS:

| Description | Proposition 1 | | | | | |
|---|---|---|---|---|---|---|
| | | | 2007 | | 2008 | |
| | FTE | Fleet | 1-Time | Ongoing | 1-Time | Ongoing |
| Domestic Violence Prosecutor | 1.5 | - | 9,006 | 110,333 | - | 148,240 |
| Civil Prosecutor | 0.5 | - | 9,006 | 47,948 | - | 65,059 |
| **Total - Law** | **2.0** | **-** | **$ 18,012** | **$ 158,281** | **$ -** | **$ 213,299** |

## LAW DEPARTMENT OVERVIEW

**Responsible Manager:** ***Patricia Richardson, City Attorney***

### MISCELLANEOUS STATISTICS -- PROSECUTION ATTORNEY TIME COMMITMENTS:

| **Monthly Commitments** | **Court 1**<br>**253 hours/mo** | **Court 2**<br>**49 hours/mo** | **Court 3**<br>**144 hours/mo** | **Other Courts**<br>**141.2 hours/mo** |
|---|---|---|---|---|
| **Court Hearing**<br>Half Day each | Infraction: 4<br>Motion/Impound: 16<br>Pretrial: 12<br>Review: 12<br>Arraignment: 16<br>Readiness: 16<br>Jury: 32<br><br>Total: 108 hrs | Pretrial: 16<br>Interpreter: 12<br><br>Total: 28 hrs | In Custody: 96<br><br>Total: 96 hr | RALJ (appeals): 8<br>FWD, conflict: 1.2<br>Forfeiture: 4<br><br>Total: 13.2 hrs |
| **Prep Time and Office work**<br>(in hours) | Prep pretrial: 9<br>Prep motion: 16<br>Prep arraignment: 4<br>Prep review: 12<br>Prep infraction: 4<br>Prep ready: 32<br>Prep jury: 68<br><br>Total: 145 hours | Prep pretrial: 12<br>Prep interpreter: 9<br><br>Total: 21 hours | Prep in custody: 48<br><br>Total: 48 | Prep appeals: 4<br>Prep Forfeiture: 4<br>Charging: 60<br>Police adv: 4<br>Review: 8<br>Admin: 20<br>Training: 17<br>Vacation/holiday: 11<br><br>Total: 128 |

| | |
|---|---|
| **Hours in court:** | 245 |
| **Office/prep hours:** | 342 |
| **Total Hours/month** | 587 |
| **Annual hours:** | 7,044 |
| **FTE Needed:** | 3.7 |
| **Actual staffing:** | |
| • chief prosecutor | 1.0 |
| • prosecutor | 1.0 |
| • staff attorney | 0.5 |

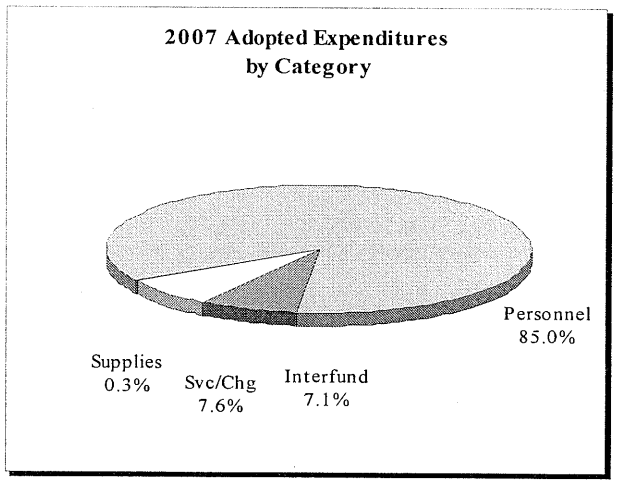
Due to changes in the court calendar in 2006, motion calendars were decreased from 6 calendars to 4 calendars. The decrease of calendars eliminates some of the preparation time of the prosecutors and allows prosecution to be proactive and move some hearings to the readiness calendar, which decreased police overtime.

# LAW DEPARTMENT OVERVIEW

**Responsible Manager:** ***Patricia Richardson, City Attorney***

## PURPOSE/DESCRIPTION:

The City Attorney's office is divided into two divisions: Civil and Criminal. The Civil Division provides the full range of proactive legal services and advice to the City, the City Council, all City Boards and Commissions, City management and staff. The Criminal Division assists in providing for public safety by providing all prosecution, sentencing and pre-sentencing legal services, and providing assistance and information about safety and the criminal justice system to victims of domestic violence.




## GOALS/OBJECTIVES:

- Provide quality and cost effective legal advice and services to the City Council, boards and commissions and City Departments.
- Defend and prosecute all litigation,
- Advise and train City staff to minimize potential litigation.

## DEPARTMENT SUMMARY:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| 51 | Civil Legal Services | $ 603,618 | $ 618,675 | $ 715,402 | $ 719,128 | $ 719,937 | $ 786,751 | $ 843,117 | $ 67,622 | 9.4% |
| 52 | Criminal Prosecution Svs | 579,862 | 336,274 | 613,443 | 363,638 | 363,638 | 556,437 | 616,700 | 192,798 | 53.0% |
| | ***Total Opr Expend*** | $ 1,183,480 | $ 954,949 | $ 1,328,846 | $ 1,082,767 | $ 1,083,576 | $ 1,343,187 | $ 1,459,817 | $ 260,420 | 24.1% |
| 51 | Civil Legal Services | 645 | 12,619 | - | 77,994 | 77,994 | 18,389 | 1,647 | (59,605) | -76.4% |
| 52 | Criminal Prosecution Svs | 35,492 | 37,756 | 15,000 | 39,800 | 39,800 | - | - | (39,800) | -100.0% |
| | ***Total One-Time*** | $ 36,138 | $ 50,375 | $ 15,000 | $ 117,794 | $ 117,794 | $ 18,389 | $ 1,647 | $ (99,405) | -84.4% |
| | ***Total Expenditures*** | $ 1,219,618 | $ 1,005,324 | $ 1,343,846 | $ 1,200,561 | $ 1,201,370 | $ 1,361,576 | $ 1,461,464 | $ 161,015 | 13.4% |

## DEPARTMENT POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| City Attorney | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 58E |
| Deputy City Attorney | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 53 |
| Assistant City Attorney | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 48 |
| Chief City Prosecutor | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 43 |
| City Prosecutor | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 3.00 | 3.00 | 38 |
| Staff Attorney | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 38 |
| Lead Paralegal | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 26 |
| Dom Violence Victim Liaison | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 24 |
| Paralegal | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 23 |
| Administrative Assistant I | 1.63 | 1.63 | 1.63 | 1.63 | 1.63 | 2.00 | 2.00 | 18 |
| ***Total Regular Staffing*** | 10.63 | 10.63 | 10.63 | 10.63 | 10.63 | 13.00 | 13.00 | |
| ***Change from prior year*** | - | - | - | - | - | 2.4 | - | |
| Grand Total Staffing | 10.63 | 10.63 | 10.63 | 10.63 | 10.63 | 13.00 | 13.00 | |

## LAW DEPARTMENT OVERVIEW

**Responsible Manager:** ***Patricia Richardson, City Attorney***

### HIGHLIGHTS/CHANGES:

The Law Department adopted baseline budget totals $1,343,187 in 2007 and $1,459,817 in 2008. This is a 24.1% increase from the adjusted 2006 budget. The increase is due to moving one-time funding of $37,347 in 2007 and 37,061 in 2008, slated for the part-time domestic violence liaison and two Rule 9 positions to on-going funding for temporary help. Council also approved funding to increase the criminal administrative assistant from .6 FTE to 1 FTE to better support the prosecutors. Proposition 1 passage adds $176,293 and $213,299 in 2007 and 2008, respectively to fund 1.5 FTE's prosecutors and a .5 FTE civil attorney.

### REVENUE AND EXPENDITURE SUMMARY:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| | General Gov't | $ 1,193,326 | $ 955,645 | $ 1,328,846 | $ 1,190,561 | $ 1,201,370 | $ 1,361,576 | $ 1,461,464 | $ 171,015 | 14.4% |
| | Other Legal Services | 21,701 | 49,679 | 15,000 | 10,000 | - | - | - | (10,000) | -100.0% |
| | CDBG Grant | 4,591 | - | - | - | - | - | - | - | n/a |
| | ***Total Revenues*** | $ 1,219,618 | $ 1,005,324 | $ 1,343,846 | $ 1,200,561 | $ 1,201,370 | $ 1,361,576 | $ 1,461,464 | $ 161,015 | 13.4% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries & Wages | 643,593 | 654,642 | 726,005 | 721,535 | 721,535 | 869,998 | 944,971 | 148,463 | 20.6% |
| 111/1 | Temporary Help | 11,430 | 2,690 | - | - | - | 37,347 | 37,061 | 37,347 | n/a |
| 120 | Overtime | 61 | - | 1,300 | 1,300 | 1,300 | 1,300 | 1,300 | - | 0.0% |
| 200 | Benefits | 137,003 | 150,839 | 169,112 | 172,070 | 172,070 | 232,915 | 270,118 | 60,845 | 35.4% |
| 31X | Supplies | 2,430 | 4,303 | 3,675 | 3,675 | 3,675 | 3,675 | 3,675 | - | 0.0% |
| 3XX | Other Opr Supplies | 2,171 | - | 700 | 700 | 700 | 700 | 700 | - | 0.0% |
| 41X | Professional Srvs | 290,936 | 60,439 | 334,957 | 85,995 | 85,995 | 85,995 | 85,995 | - | 0.0% |
| 43X | Travel & Training | 4,319 | 3,248 | 7,454 | 7,454 | 7,454 | 9,705 | 10,454 | 2,251 | 30.2% |
| 42/47 | Util & Comm | 1,489 | 1,304 | 1,750 | 1,750 | 1,750 | 1,750 | 1,750 | - | 0.0% |
| 48X | Repairs & Maint | 100 | - | - | - | - | - | - | - | n/a |
| 497 | Association Dues | 2,301 | 2,599 | 2,555 | 2,555 | 2,555 | 2,555 | 2,555 | - | 0.0% |
| 4XX | Other Misc Exp | 593 | 669 | 1,700 | 1,700 | 1,700 | 1,700 | 1,700 | - | 0.0% |
| 51/3X | Intgvt Srvs/Taxes | - | - | 500 | 500 | 500 | 500 | 500 | - | 0.0% |
| 914/22 | DP M&O | 21,403 | 19,531 | 22,776 | 23,097 | 22,816 | 29,654 | 31,095 | 6,557 | 28.4% |
| 918 | GIS M&O | 1,083 | 793 | 1,047 | 1,047 | 1,046 | 1,561 | 1,628 | 514 | 49.1% |
| 920 | Tel M&O | 14,558 | 12,727 | 15,209 | 15,209 | 15,067 | 15,804 | 16,368 | 595 | 3.9% |
| 950 | Bldg M&O | 14,834 | 13,492 | 11,865 | 15,020 | 15,020 | 16,641 | 16,946 | 1,621 | 10.8% |
| 960 | Risk M&O | 13,424 | 6,050 | 11,480 | 13,280 | 13,254 | 13,119 | 13,119 | (161) | -1.2% |
| 990 | Mail M&O | 4,472 | 3,517 | 4,003 | 4,003 | 3,991 | 3,991 | 3,991 | (12) | -0.3% |
| 94X | Capital Contributions | 745 | - | 321 | - | - | - | - | - | n/a |
| 900 | Replacement Reserves | 16,537 | 18,106 | 12,437 | 11,877 | 13,148 | 14,277 | 15,891 | 2,400 | 20.2% |
| | ***Total Opr Expend*** | $ 1,183,480 | $ 954,949 | $ 1,328,846 | $ 1,082,767 | $ 1,083,576 | $ 1,343,187 | $ 1,459,817 | $ 260,420 | 24.1% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 110 | Salaries and Wages | 8,280 | - | - | - | - | - | - | - | n/a |
| 111 | Temporary Help | 21,701 | 34,007 | 15,000 | 39,800 | 39,800 | - | - | (39,800) | -100.0% |
| 120 | Overtime | - | 8 | - | - | - | - | - | - | n/a |
| 200 | Benefits | 3,972 | 3,741 | - | - | - | - | - | - | n/a |
| 3XX | Other Opr Supplies | 277 | - | - | - | - | - | - | - | n/a |
| 41X | Professional Srvs | 645 | 12,315 | - | 77,040 | 77,040 | - | - | (77,040) | -100.0% |
| 4XX | Other Misc Exp | 1,263 | - | - | - | - | - | - | - | n/a |
| 9XX | Intfund Svc Pmts | - | 304 | - | 954 | 954 | 18,389 | 1,647 | 17,435 | 1827.6% |
| | ***Total One-Time Exp*** | $ 36,138 | $ 50,375 | $ 15,000 | $ 117,794 | $ 117,794 | $ 18,389 | $ 1,647 | $ (99,405) | -84.4% |
| | ***Total Expenditures*** | $ 1,219,618 | $ 1,005,324 | $ 1,343,846 | $ 1,200,561 | $ 1,201,370 | $ 1,361,576 | $ 1,461,464 | $ 161,015 | 13.4% |

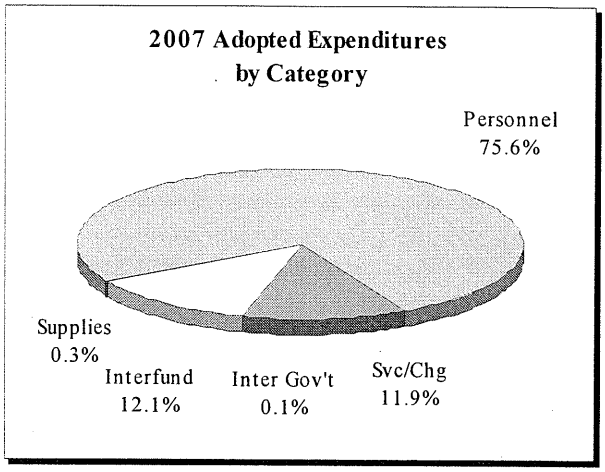
# LAW CIVIL LEGAL SERVICES

**Responsible Manager:** ***Patricia Richardson, City Attorney***

## PURPOSE/DESCRIPTION:

The City Attorney, Deputy City Attorney, Assistant City Attorney, and City Staff Attorney, aided by support staff, provide legal advice to the City Council, City Manager, all City Boards and Commissions, department directors and staff. The most important function of the Civil Division of the Law Department is to provide proactive legal advice to all City officials and staff. This ensures every action by the City is legally defensible, complies with the most current state and federal laws, and minimizes the potential for litigation.

The Civil Division supports the Council's policy of contracting for services by drafting, reviewing, and approving all contracts. Other duties include preparing ordinances, resolutions, orders, interlocal agreements, and coordinating and supervising the services of outside legal counsel.




## GOALS/OBJECTIVES:

- Provide timely and thoughtful legal advice to City Council, City Manager and staff on all legal questions.
- Assist and pursue the City's legislative goals.
- Review and provide code revisions in order to keep the code current with state and federal laws.
- Draft, negotiate and review franchises, contracts, leases, development agreements, real estate transactions, and labor agreements.
- Provide training for contracts, supervision and police.

## POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| City Attorney | 0.80 | 0.80 | 0.80 | 0.80 | 0.80 | 0.80 | 0.80 | 58E |
| Deputy City Attorney | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 53 |
| Assistant City Attorney | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 48 |
| Staff Attorney | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 38 |
| Lead Paralegal | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 26 |
| Administrative Assistant I | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 18 |
| ***Total Regular Staffing*** | 5.80 | 5.80 | 5.80 | 5.80 | 5.80 | 5.80 | 5.80 | |
| ***Change from prior year*** | 0.50 | - | - | - | - | - | - | |
| Grand Total Staffing | 5.80 | 5.80 | 5.80 | 5.80 | 5.80 | 5.80 | 5.80 | |

## PERFORMANCE MEASURES:

| Type/Description | 2005 | 2006 | 2007 | 2008 |
|---|---|---|---|---|
| Workload Measures: | | | | |
| • Number of contracts drafted/reviewed | 350 | 350 | 350 | 350 |
| • Number of Franchises | 9 | 4 | 3 | 1 |
| • Number of Litigation matters (excludes condemnation litigation) | 11 | 19 | 20 | 20 |
| • Number of Labor Agreements | 2 | 5 | 5 | 5 |
| Outcome Measures: | | | | |
| • % drafted documents returned with less than 1 working day | 99% | 99% | 99% | 99% |
| • Number of Franchise ordinances presented to Council | 4 | 3 | 3 | 1 |
| • % of time reviewing / responding to PDA requests | 20% | 20% | 20% | 20% |
| • % of budget spent on outside counsel | 12.0% | 11.5% | 11.4% | 10.8% |
| Efficiency Measures: | | | | |
| • Contracts reviewed per attorney per year | 140 | 140 | 140 | 140 |
| • Number of projects/files opened – major issues (not including subfiles) | 111 | 125 | 125 | 125 |

## LAW CIVIL LEGAL SERVICES

**Responsible Manager:** ***Patricia Richardson, City Attorney***

### HIGHLIGHTS/CHANGES:

The Civil Legal Services Division adopted baseline budget totals $786,751 in 2007 and $843,117 in 2008. This is a 9.4% increase from the adjusted 2006 budget. The Proposition 1 passage provides funding for an additional .5 FTE civil code enforcement attorney. Previously the city staff attorney split the workload between Civil and Criminal, Proposition 1 allows the city staff attorney to become fulltime in the Civil division for the additional code enforcement support.

### REVENUE AND EXPENDITURE SUMMARY:

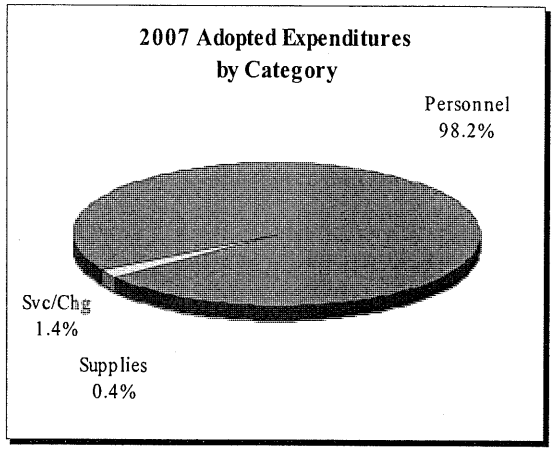
| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| | General Gov't | $ 604,263 | $ 583,331 | $ 715,402 | $ 797,122 | $ 797,931 | $ 805,140 | $ 844,764 | $ 8,017 | 1.0% |
| | Other Legal Services | - | 47,964 | - | - | - | - | - | - | n/a |
| | ***Total Revenues*** | $ 604,263 | $ 631,295 | $ 715,402 | $ 797,122 | $ 797,931 | $ 805,140 | $ 844,764 | $ 8,017 | 1.0% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries & Wages | 398,742 | 389,915 | 443,670 | 440,938 | 440,938 | 474,343 | 507,450 | 33,405 | 7.6% |
| 111/1 | Temporary Help | - | 2,690 | - | - | - | - | - | - | n/a |
| 120 | Overtime | 61 | - | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | - | 0.0% |
| 200 | Benefits | 77,342 | 83,338 | 95,628 | 97,691 | 97,691 | 119,831 | 138,912 | 22,140 | 22.7% |
| 31X | Supplies | 1,458 | 2,690 | 1,850 | 1,850 | 1,850 | 1,850 | 1,850 | - | 0.0% |
| 3XX | Other Opr Supplies | 2,171 | - | 400 | 400 | 400 | 400 | 400 | - | 0.0% |
| 41X | Professional Srvs | 30,751 | 60,364 | 84,695 | 84,695 | 84,695 | 84,695 | 84,695 | - | 0.0% |
| 43X | Travel & Training | 3,291 | 2,258 | 4,287 | 4,287 | 4,287 | 4,850 | 5,037 | 563 | 13.1% |
| 42/47 | Util & Comm | 815 | 681 | 950 | 950 | 950 | 950 | 950 | - | 0.0% |
| 48X | Repairs & Maint | 100 | - | - | - | - | - | - | - | n/a |
| 497 | Association Dues | 1,590 | 2,004 | 1,785 | 1,785 | 1,785 | 1,785 | 1,785 | - | 0.0% |
| 4XX | Other Misc Exp | 241 | 519 | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 | - | 0.0% |
| 51/3X | Intgvt Srvs/Taxes | - | - | 500 | 500 | 500 | 500 | 500 | - | 0.0% |
| 914/22 | DP M&O | 21,403 | 19,531 | 22,776 | 23,097 | 22,816 | 29,654 | 31,095 | 6,557 | 28.4% |
| 918 | GIS M&O | 1,083 | 793 | 1,047 | 1,047 | 1,046 | 1,561 | 1,628 | 514 | 49.1% |
| 920 | Tel M&O | 14,558 | 12,727 | 15,209 | 15,209 | 15,067 | 15,804 | 16,368 | 595 | 3.9% |
| 950 | Bldg M&O | 14,834 | 13,492 | 11,865 | 15,020 | 15,020 | 16,641 | 16,946 | 1,621 | 10.8% |
| 960 | Risk M&O | 13,424 | 6,050 | 11,480 | 13,280 | 13,254 | 13,119 | 13,119 | (161) | -1.2% |
| 990 | Mail M&O | 4,472 | 3,517 | 4,003 | 4,003 | 3,991 | 3,991 | 3,991 | (12) | -0.3% |
| 94X | Capital Contributions | 745 | - | 321 | - | - | - | - | - | n/a |
| 900 | Replacement Reserves | 16,537 | 18,106 | 12,437 | 11,877 | 13,148 | 14,277 | 15,891 | 2,400 | 20.2% |
| | ***Total Opr Expend*** | $ 603,618 | $ 618,675 | $ 715,402 | $ 719,128 | $ 719,937 | $ 786,751 | $ 843,117 | $ 67,622 | 9.4% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 41X | Professional Srvs | 645 | 12,315 | - | 77,040 | 77,040 | - | - | (77,040) | -100.0% |
| 9XX | Intfund Svc Pmts | - | 304 | - | 954 | 954 | 18,389 | 1,647 | 17,435 | 1827.6% |
| | ***Total One-Time Exp*** | $ 645 | $ 12,619 | $ - | $ 77,994 | $ 77,994 | $ 18,389 | $ 1,647 | $ (59,605) | -76.4% |
| | ***Total Expenditures*** | $ 604,263 | $ 631,295 | $ 715,402 | $ 797,122 | $ 797,931 | $ 805,140 | $ 844,764 | $ 8,017 | 1.0% |

# LAW CRIMINAL PROSECUTION SERVICES

**Responsible Manager:** ***Stephanie Arthur, Chief Prosecutor***

## PURPOSE/DESCRIPTION:

Four attorneys act as City Prosecutors in the Federal Way Municipal Court and the King County District Court - South Division where non-felony cases are prosecuted. The prosecutors also appear on appeals from these cases. Legal defense for indigent defendants is provided through a contract with an outside law firm. The prosecution staff handles an average of 850 infractions and 3,290 criminal citations per year.




The City Prosecutors and support staff must coordinate all facets associated with enforcement of the City's Municipal Code: law enforcement, district and municipal court personnel, probation services, jail bookings and transport, counseling services, citizen/witness coordination, and appointed and private defense counsels.

In addition, the prosecutors and support staff have a high volume of contact with citizens, victims, witnesses and defendants, respond to questions about victim assistance, criminal procedures, and case setting information, and advise the police regarding criminal and infraction matters.

Criminal filings are trending higher due to rising Domestic Violence cases, as well as a resurgence of Driving While Suspended cases that have been reentered into the system after a reorganization of the Driving While Suspended system. The City has also increased its use of criminal prosecution to resolve persistent City Code violators.

## GOALS/OBJECTIVES:

- Protect the safety of the public through effective prosecution of offenders.
- Work with the Police Department to focus on known auto thieves and other chronic offenders including zoning violators.
- Effectively use resources by working with the Police Department and Municipal Court to use prosecutor and staff time more efficiently and reduce officer overtime.
- Provide training for police officers.

## POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| City Attorney | 0.20 | 0.20 | 0.20 | 0.20 | 0.20 | 0.20 | 0.20 | 58E |
| Chief City Prosecutor | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 43 |
| City Prosecutor | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 3.00 | 3.00 | 38 |
| Dom Violence Victim Liaison | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 24 |
| Paralegal | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 23 |
| Administrative Assistant I | 0.63 | 0.63 | 0.63 | 0.63 | 0.63 | 1.00 | 1.00 | 18 |
| ***Total Regular Staffing*** | 4.83 | 4.83 | 4.83 | 4.83 | 4.83 | 7.20 | 7.20 | |
| ***Change from prior year*** | (0.50) | - | (0.5) | (0.5) | (0.5) | 2.4 | - | |
| Grand Total Staffing | 4.83 | 4.83 | 4.83 | 4.83 | 4.83 | 7.20 | 7.20 | |

## LAW CRIMINAL PROSECUTION SERVICES

**Responsible Manager:** ***Stephanie Arthur, Chief Prosecutor***

### HIGHLIGHTS/CHANGES:

The Criminal Prosecution Services Division adopted baseline budget totals $556,437 in 2007 and $616,700 in 2008. This is a 53% increase from the adjusted 2006 budget. The increase is due to moving one-time funding of $37,347 in 2007 and $37,061 in 2008, slated for the part-time domestic violence liaison and two Rule 9 positions to on-going funding for temporary help. Council also approved funding to increase the criminal administrative assistant from .6 FTE to 1 FTE to better support the prosecutors. Proposition 1 passage provides funding for additional 1.5 FTE's prosecutors.

### REVENUE AND EXPENDITURE SUMMARY:

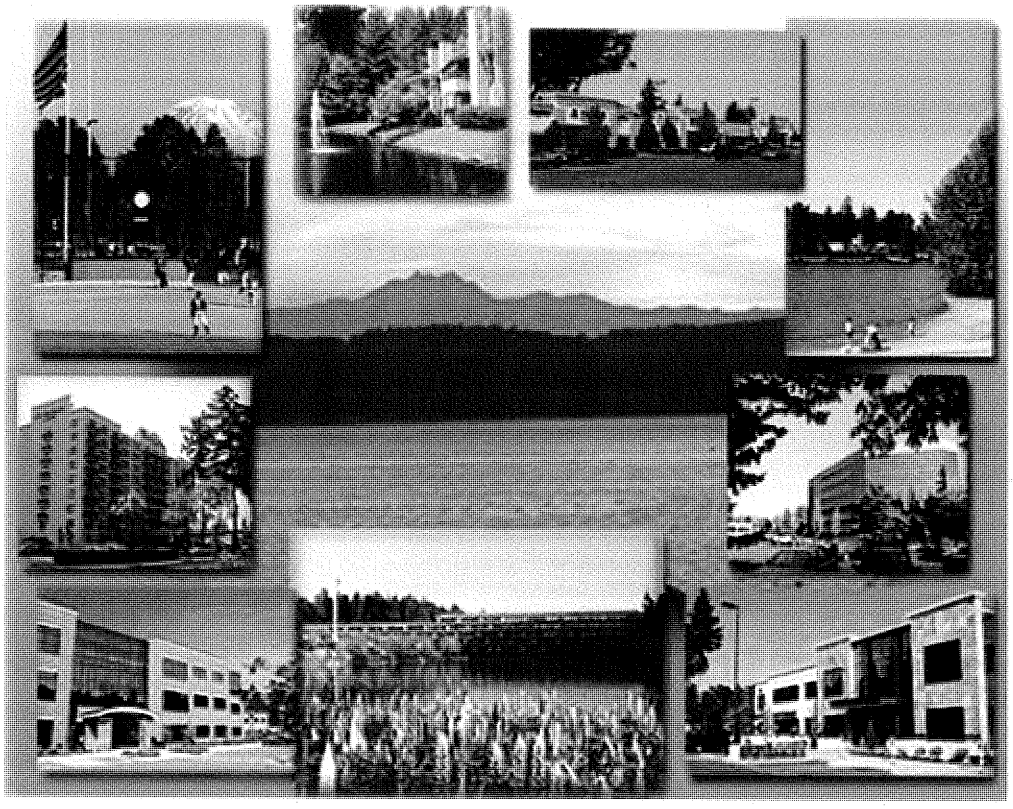
| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| | General Gov't | $ 589,063 | $ 372,314 | $ 613,443 | $ 393,438 | $ 403,438 | $ 556,437 | $ 616,700 | $ 162,998 | 41.4% |
| | Other Legal Services | 21,701 | 1,715 | 15,000 | 10,000 | - | - | - | (10,000) | -100.0% |
| | CDBG Grant | 4,591 | - | - | - | - | - | - | - | n/a |
| | ***Total Revenues*** | $ 615,354 | $ 374,029 | $ 628,443 | $ 403,438 | $ 403,438 | $ 556,437 | $ 616,700 | $ 152,998 | 37.9% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries & Wages | 244,851 | 264,727 | 282,335 | 280,597 | 280,597 | 395,655 | 437,521 | 115,058 | 41.0% |
| 111/1 | Temporary Help | 11,430 | - | - | - | - | 37,347 | 37,061 | 37,347 | n/a |
| 120 | Overtime | - | - | 300 | 300 | 300 | 300 | 300 | - | 0.0% |
| 200 | Benefits | 59,661 | 67,502 | 73,485 | 74,380 | 74,380 | 113,085 | 131,206 | 38,705 | 52.0% |
| 31X | Supplies | 971 | 1,612 | 1,825 | 1,825 | 1,825 | 1,825 | 1,825 | - | 0.0% |
| 3XX | Other Opr Supplies | - | - | 300 | 300 | 300 | 300 | 300 | - | 0.0% |
| 41X | Professional Srvs | 260,185 | 75 | 250,262 | 1,300 | 1,300 | 1,300 | 1,300 | - | 0.0% |
| 43X | Travel & Training | 1,028 | 990 | 3,167 | 3,167 | 3,167 | 4,855 | 5,417 | 1,688 | 53.3% |
| 42/47 | Util & Comm | 674 | 624 | 800 | 800 | 800 | 800 | 800 | - | 0.0% |
| 497 | Association Dues | 711 | 594 | 770 | 770 | 770 | 770 | 770 | - | 0.0% |
| 4XX | Other Misc Exp | 352 | 150 | 200 | 200 | 200 | 200 | 200 | - | 0.0% |
| | ***Total Opr Expend*** | $ 579,862 | $ 336,274 | $ 613,443 | $ 363,638 | $ 363,638 | $ 556,437 | $ 616,700 | $ 192,798 | 53.0% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 110 | Salaries and Wages | 8,280 | - | - | - | - | - | - | - | n/a |
| 111/1 | Temporary Help | 21,701 | 34,007 | 15,000 | 39,800 | 39,800 | - | - | (39,800) | -100.0% |
| 120 | Overtime | - | 8 | - | - | - | - | - | - | n/a |
| 200 | Benefits | 3,972 | 3,741 | - | - | - | - | - | - | n/a |
| 3XX | Other Opr Supplies | 277 | - | - | - | - | - | - | - | n/a |
| 4XX | Other Services | 1,263 | - | - | - | - | - | - | - | n/a |
| | ***Total One-Time Exp*** | $ 35,492 | $ 37,756 | $ 15,000 | $ 39,800 | $ 39,800 | $ - | $ - | $ (39,800) | -100.0% |
| | ***Total Expenditures*** | $ 615,354 | $ 374,029 | $ 628,443 | $ 403,438 | $ 403,438 | $ 556,437 | $ 616,700 | $ 152,998 | 37.9% |

### PERFORMANCE MEASURES:

| Type/Description | 2005 | 2006 | 2007 | 2008 |
|---|---|---|---|---|
| Workload Measures: | | | | |
| • Cases appeared on – infractions (est.) | 800 | 850 | 875 | 900 |
| • Cases filed – criminal citations | 2,844 | 3,770 | 3,800 | 3,900 |
| Outcome Measures: | | | | |
| • Total revenue receipted vs. revenue forecast | 100% | 100% | 100% | 100% |
| • Percent new and pending caseload processed | 100% | 100% | 100% | 100% |
| Efficiency Measures: | | | | |
| • Criminal cases per prosecutor | 1,137* | 1,508* | 950** | 975** |

*The average cases per prosecutor are based on 2.5 FTE's

**The average cases per prosecutor are based on the adopted budget of 4.0 FTE's prosecutors per the ballot proposition.



*"It's All Within Reach"*

## MANAGEMENT SERVICES ADMINISTRATION

Iwen Wang
Management Services Director

1.0 FTE
Department Total: 25.6 FTE

- Department direction and administration
- Regional issues and involvement
- Coordinate interlocal finance affairs
- Interdepartmental coordination

### DEPARTMENT SUPPORT

Krystal Kelsey
Deputy City Clerk

0.5 FTE

- Administrative Support
- Operations Support
- Document Production
- Council FHSRA Committee Support

### FINANCE

Tho Kraus
Finance Manager

8.0 FTE

- Accounting
- Budgeting
- Financial Planning
- Financial Reporting
- Cash Management
- Payroll
- Audit Coordination
- Banking Services
- Business Licensing
- Purchasing

### HUMAN RESOURCES

Mary McDougal
HR Manager

4.0 FTE

- Recruitment
- Training
- Benefits Administration
- Employee/Labor Relations
- Employee Safety
- Wellness
- Retirement System
- Civil Service
- Fleet Management
- Risk Management
- Mail & Duplication Services

### CITY CLERK

Laura Hathaway
City Clerk

1.5 FTE

- Records Management
- Legislative Support
- Graphics/Forms Management
- Hearing Examiner Coordination
- Codification Coordination
- Elections Coordination
- Public Records Requests
- Licensing Enforcement
- Commission and Board appointment process

### INFORMATION TECHNOLOGY

Mehdi Sadri
IT Manager

10.6 FTE

- DP/Computer technology
- Institution Network (I-Net)
- GIS Services
- Telecommunications
- Staff Services/ Training
- Government TV Program
- Website Administration
- On-line Services
- Staff Services/Training

## MANAGEMENT SERVICES DEPARTMENT OVERVIEW

**RESPONSIBLE MANAGER:** *IWEN WANG, MANAGEMENT SERVICES DIRECTOR*

### 2005/2006 ACCOMPLISHMENTS

- Negotiated and implemented contracts with five bargaining units
- Expanded on-line Document Management System to include records in the Public Works and Community Development departments
- Continue to enhance web access of the City's GIS mapping and data inquiry capabilities
- Implemented pilot WiFi project
- Implemented Online Permit Application Program
- Upgraded City voicemail system for expanded capacity to provide voicemail for police officers

### 2007/2008 ANTICIPATED KEY PROJECTS

- Finalize WiFi project and solicit business support for free public WiFi access
- Continue to develop on-line mapping and permit services
- New Community Center startup and support
- Assist Valley Com CAD Replacement Project
- Develop Records Management Plan
- Work with Law to develop and implement a supervisor training program
- Negotiate new labor agreements

### DEPARTMENT POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| Management Services Director | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 58B |
| Human Resources Manager | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 52 |
| Information Technology Manager | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 52 |
| Finance Manager | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 48 |
| City Clerk | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 40 |
| IT Administrator/GIS Supervisor | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 40 |
| IT/Tele Supervisor | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 38 |
| Senior Financial Analyst | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 38 |
| Financial Analyst | 2.0 | 1.0 | 1.0 | 1.0 | 1.0 | 2.0 | 2.0 | 32 |
| GIS Analyst | 2.0 | 1.5 | 1.5 | 1.5 | 1.5 | 2.0 | 2.0 | 32 |
| Human Resources Analyst | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.5 | 1.5 | 32 |
| Information Technology Specialist | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 2.6 | 2.6 | 32 |
| Deputy City Clerk | 0.5 | 0.5 | 0.5 | 0.5 | 1.0 | 1.0 | 1.0 | 26 |
| Fleet Maintenance Coordinator | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 26 |
| Information Technology Analyst | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 26 |
| Information Technology Technician | 2.0 | 2.0 | 2.0 | 2.0 | 2.0 | 2.0 | 2.0 | 26 |
| Accounting Technician II | 2.0 | 2.0 | 2.0 | 2.0 | 2.0 | 2.0 | 2.0 | 24 |
| Accounting Technician I | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 21 |
| Management Analyst | 0.5 | 0.5 | 0.5 | 0.5 | - | - | - | 21 |
| Human Resources Assistant | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 18 |
| Office Technician II | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 14 |
| ***Total Regular Staffing*** | 25.0 | 22.0 | 22.0 | 22.0 | 22.0 | 25.6 | 25.6 | |
| ***Change from prior year*** | 0.5 | (3.0) | - | - | - | 3.6 | - | |
| One-Time Funded Positions | - | 1.5 | 1.5 | 1.5 | 1.5 | - | - | |
| Grand Total Staffing | 25.0 | 23.5 | 23.5 | 23.5 | 23.5 | 25.6 | 25.6 | |

### PROPOSITION 1 ADDITIONS:

| Description | Proposition 1 | | | | | |
|---|---|---|---|---|---|---|
| | | | 2007 | | 2008 | |
| | FTE | Fleet | 1-Time | Ongoing | 1-Time | Ongoing |
| Human Resources Support | 0.5 | - | - | 31,282 | - | 41,708 |
| Recruitment Costs for Prop 1 Positions | - | - | 33,750 | - | - | - |
| Application Support Specialist | 1.6 | - | - | 100,099 | - | 133,465 |
| **Total - Management Services** | **2.1** | **-** | **$ 33,750** | **$ 131,381** | **$ -** | **$ 175,173** |

## MANAGEMENT SERVICES DEPARTMENT OVERVIEW
### RESPONSIBLE MANAGER: *IWEN WANG, MANAGEMENT SERVICES DIRECTOR*

### ADOPTED PROGRAMS CHANGES:

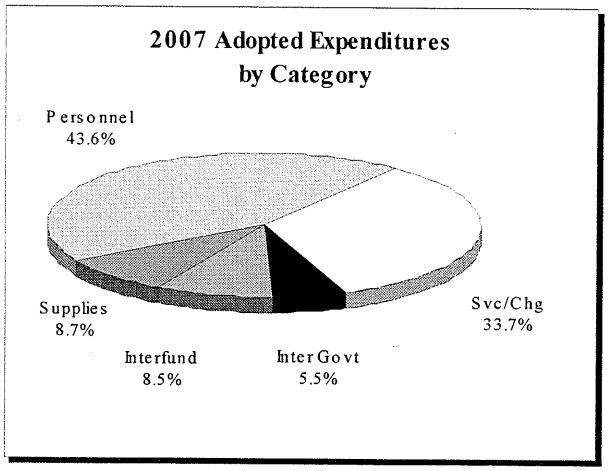
| Description | Department Submitted | | | | | | Adopted | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | 2007 | | 2008 | | | | | 2007 | | 2008 | |
| | FTE | Fleet | 1-Time | Ongoing | 1-Time | Ongoing | | FTE | Fleet | 1-Time | Ongoing | 1-Time | Ongoing |
| AD-Reduce Temp Help, Subscriptions, Food, Dues | - | - | - | (3,800) | - | (3,800) | Y | - | - | - | (3,800) | - | (3,800) |
| FI-Business License Compliance | - | - | - | (28,500) | - | (28,500) | Y | - | - | - | (28,500) | - | (28,500) |
| CC-Reduce Graphic Svc Contract | - | - | - | (4,900) | - | (4,900) | Y | - | - | - | (4,900) | - | (4,900) |
| HR-Reduce Temp Help & Overtime | - | - | - | (7,460) | - | (7,460) | Y | - | - | - | (7,460) | - | (7,460) |
| RISK-Elim Consultant $4K & Membership | - | - | - | (4,519) | - | (4,519) | Y | - | - | - | (3,519) | - | (3,519) |
| M&D-Reduce Copier Maintenance | - | - | - | (4,000) | - | (4,000) | Y | - | - | - | (4,000) | - | (4,000) |
| IT-Reduce Various Contracted Svcs | - | - | - | (27,900) | - | (27,900) | Y | - | - | - | (27,900) | - | (27,900) |
| City-Wide Medical Reduction | - | - | - | - | - | - | Y | - | - | - | (75,013) | - | (150,009) |
| **Subtotal Cost Reductions** | - | - | $ - | $ (81,079) | $ - | $ (81,079) | | - | - | $ - | $ (155,092) | $ - | $ (230,088) |
| Vacation Accrual-Proposal A | - | - | - | 18,600 | - | 18,600 | N | - | - | - | - | - | - |
| Vacation Accrual-Proposal B | - | - | - | 36,828 | - | 36,828 | N | - | - | - | - | - | - |
| Vacation Accrual-Proposal C | - | - | - | 12,768 | - | 12,768 | N | - | - | - | - | - | - |
| Sick Leave Incentive | - | - | - | - | - | 18,720 | N | - | - | - | - | - | - |
| **Subtotal City-Wide Additions** | - | - | $ - | $ 68,196 | $ - | $ 86,916 | | - | - | $ - | $ - | $ - | $ - |
| AD-Restore .50 FTE Admin Support | 0.5 | - | 1,250 | 35,550 | - | 37,425 | N | - | - | - | - | - | - |
| CC-Election Costs | - | - | 90,000 | 55,000 | - | 55,000 | Y | - | - | 90,000 | 55,000 | - | 55,000 |
| CC-Records Management Plan | - | - | - | 7,200 | - | 6,200 | Y | - | - | - | 7,200 | - | 6,200 |
| HR-Labor Negotiations | - | - | - | 17,500 | - | 17,500 | Y | - | - | - | 10,000 | - | 10,000 |
| HR-Criminal History Checks | - | - | - | 2,000 | - | 2,000 | N | - | - | - | - | - | - |
| HR-Expanded Job Announcement | - | - | - | 10,000 | - | 10,000 | N | - | - | - | - | - | - |
| HR-Additional City-Wide Training | - | - | - | 4,000 | - | 4,000 | Y | - | - | - | 4,000 | - | 4,000 |
| HR-Education Assistance - Council added. | - | - | - | - | - | - | Y | - | - | 10,000 | - | 10,000 | - |
| HR-Recruitment Costs - PK position conversion & Athletic Assistant, & PW Concurrency Position | - | - | 5,000 | - | - | - | Y | - | - | 5,000 | - | - | - |
| FLEET-(PK/PW/CD) Increase Fleet Coordinator from .50 to .75 FTE | 0.3 | - | - | 25,006 | - | 25,875 | N | - | - | - | - | - | - |
| IT-(CW) Increase MS Office License | - | - | - | 8,000 | - | 8,000 | Y | - | - | - | 8,000 | - | 8,000 |
| IT-Continue WiFi in SR 99 Corridor | - | - | - | 20,000 | - | 20,000 | Y | - | - | 20,000 | - | 20,000 | - |
| IT-(PS) 800 MHz Radio | - | - | - | 25,000 | - | 25,000 | Y | - | - | - | 25,000 | - | 25,000 |
| IT-(PS) Cell Data Svc Cost/# Increase | - | - | - | 5,000 | - | 5,000 | Y | - | - | - | 5,000 | - | 5,000 |
| IT-(PS) Cell Phone Units Svc Cost Incr | - | - | - | 7,000 | - | 7,000 | Y | - | - | - | 7,000 | - | 7,000 |
| IT-(FI) Eden Financial Syst Maint Cost Incr | - | - | - | 4,000 | - | 4,000 | Y | - | - | - | 4,000 | - | 4,000 |
| IT-(REC) Class Registration Syst Maint Cost Incr | - | - | - | 1,400 | - | 1,400 | Y | - | - | - | 1,400 | - | 1,400 |
| IT-(CW) GIS Arcinfo Maint Cost Incr | - | - | - | 1,100 | - | 1,100 | Y | - | - | - | 1,100 | - | 1,100 |
| IT-(LW) Westlaw Access Svc Cost Incr | - | - | - | 2,500 | - | 2,500 | Y | - | - | - | 2,500 | - | 2,500 |
| IT-(REC) New Community Center Maint System Support ($550, already in Community Center Budget) | - | - | - | - | - | - | Y | - | - | - | - | - | - |
| IT-(REC) New Comm Center Membership Syst Support ($3750 already in Community Center Budget) | - | - | - | - | - | - | Y | - | - | - | - | - | - |
| IT-(CW) Spam/Firewall | - | - | - | 2,000 | - | 2,000 | Y | - | - | - | 2,000 | - | 2,000 |
| IT-(CW) I-Net Access | - | - | - | 4,000 | - | 4,000 | Y | - | - | - | 4,000 | - | 4,000 |
| IT-(CW) Staff Training | - | - | - | 4,000 | - | 4,000 | N | - | - | - | - | - | - |
| IT-(GAC) GAC Broadcast System .50 FTE Support Technician | 0.5 | - | 2,610 | 30,799 | - | 33,253 | N | - | - | - | - | - | - |
| IT-(CW) Migrate City E-mail/Network | - | - | 13,000 | - | 57,000 | 3,000 | Y | - | - | 13,000 | - | 57,000 | 3,000 |
| IT-(CW) Technology Plan | - | - | - | - | 50,000 | - | N | - | - | - | - | - | - |
| IT-Various Equipment Replacement-$312K in 2007 & $307K in 2008. | - | - | - | - | - | - | Y | - | - | - | - | - | - |
| **Subtotal Department Additions** | 1.3 | - | $ 111,860 | $ 271,055 | $ 107,000 | $ 278,253 | | - | - | $ 138,000 | $ 136,200 | $ 87,000 | $ 138,200 |
| **Total - Management Services** | 1.3 | - | $ 111,860 | $ 258,172 | $ 107,000 | $ 284,090 | | - | - | $ 138,000 | $ (18,892) | $ 87,000 | $ (91,888) |

## MANAGEMENT SERVICES DEPARTMENT OVERVIEW

**Responsible Manager:** ***Iwen Wang, Management Services Director***

### PURPOSE/DESCRIPTION:

The department consists of the *Administration Division*, which provides department direction; the *Finance Division*, which provides budget and financial management functions; the *City Clerk's Office*, which provides city-wide records management and support to the City Council; the *Human Resources Division*, which manages employee recruitment processes, administers employee pay and benefit programs and manages the Fleet Services operations; and the *Information Technology Division*, which supports the City's voice, data communication systems, government broadcasting programming, Geographic Information and overall technology needs.




### GOALS/OBJECTIVES:

- Enhance the efficiency and effectiveness of City operations by providing varied professional expertise and guidance.
- Deliver consistent, high quality service and support to internal and external customers.
- Create an environment of mutual respect and partnership with our community, the City Council, and City staff.

### DEPARTMENT SUMMARY:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Expenditure Summary:*** | | | | | | | | | | |
| 041 | Administration | $ 336,079 | $ 335,035 | $ 309,004 | $ 330,398 | $ 329,308 | $ 323,388 | $ 338,909 | $ (7,011) | -2.1% |
| 042 | Finance | 888,031 | 791,834 | 723,851 | 832,673 | 830,928 | 809,171 | 847,045 | (23,502) | -2.8% |
| 044 | City Clerk | 302,929 | 332,341 | 279,997 | 281,441 | 410,518 | 434,815 | 355,718 | 153,374 | 54.5% |
| 045 | Human Resources | 487,064 | 403,377 | 399,738 | 452,760 | 452,272 | 510,592 | 496,249 | 57,832 | 12.8% |
| | ***Total General Fund*** | $ 2,014,104 | $ 1,862,587 | $ 1,712,590 | $ 1,897,272 | $ 2,023,026 | $ 2,077,966 | $ 2,037,921 | $ 180,694 | 9.5% |
| 501 | Risk Management | 576,338 | 437,125 | 580,444 | 664,890 | 665,490 | 656,367 | 663,356 | (8,523) | -1.3% |
| 502 | Information Technology | 1,480,152 | 1,651,803 | 1,482,261 | 1,825,459 | 1,770,059 | 2,030,298 | 2,123,860 | 204,838 | 11.2% |
| 503 | Mail & Duplication | 165,616 | 178,448 | 171,870 | 171,870 | 171,870 | 138,061 | 140,456 | (33,809) | -19.7% |
| 504 | Fleet & Equipment | 1,125,662 | 1,290,556 | 968,771 | 1,286,106 | 1,291,706 | 1,295,659 | 880,283 | 9,553 | 0.7% |
| | ***Total Internal Service Funds*** | $ 3,347,768 | $ 3,557,932 | $ 3,203,346 | $ 3,948,325 | $ 3,899,125 | $ 4,120,385 | $ 3,807,955 | $ 172,059 | 4.4% |
| | ***Total Management Services*** | $ 5,361,872 | $ 5,420,519 | $ 4,915,936 | $ 5,845,597 | $ 5,922,151 | $ 6,198,350 | $ 5,845,875 | $ 352,753 | 6.0% |
| ***City-Wide:*** | | | | | | | | | | |
| CW | Pay/Benefit | - | - | (188,448) | - | - | - | - | - | n/a |
| CW | Unallocated IS Charges | - | - | (41,607) | - | - | - | - | - | n/a |
| | ***Total City-wide*** | $ - | $ - | $ (230,055) | $ - | $ - | $ - | $ - | $ - | n/a |
| | ***Total MS*** | $ 5,361,872 | $ 5,420,519 | $ 4,685,881 | $ 5,845,597 | $ 5,922,151 | $ 6,198,350 | $ 5,845,875 | $ 352,753 | 6.0% |

## MANAGEMENT SERVICES DEPARTMENT OVERVIEW

**Responsible Manager:** ***Iwen Wang, Management Services Director***

### HIGHLIGHTS/CHANGES:

The Management Services Department baseline adopted budget totals $4.80 million for 2007 and $4.92 million for 2008. This is a 15.1% increase from the adjusted 2006 budget.

The adopted budget will increase the department's funding by $628K. This increase is primarily due to converting one-time funded programs in 2005-06 to on-going in 2007-08 and city manager recommended new programs, additional funding from Proposition 1 for 2.1 FTE's to better support future workload, and an additional $33,750 for recruitment costs associated with new positions resulting from Proposition 1. Over this ten-year period, the city doubled its personnel and equipment with the addition of the police department and the municipal court. In addition to the organizational growth, technology has also advanced exponentially in the past ten years in all areas of the city's operations, creating a new level of demand and complexity for support services.

### REVENUE AND EXPENDITURE SUMMARY:

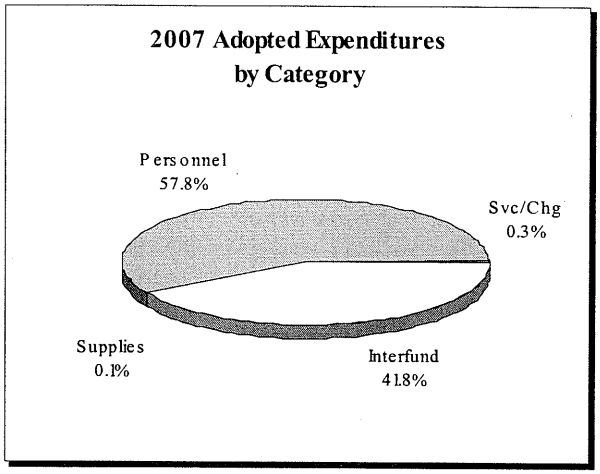
| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| | General Governmental | $ 2,004,900 | $ 1,851,966 | $ 1,524,142 | $ 1,897,272 | $ 2,023,026 | $ 2,077,966 | $ 2,037,921 | $ 180,694 | 9.5% |
| | Wellness Program | 9,204 | 10,621 | - | - | - | - | - | - | n/a |
| 5XX | Internal Srvc Chgs | 2,442,139 | 2,388,476 | 2,492,858 | 2,753,004 | 2,747,204 | 2,993,676 | 3,109,925 | 240,672 | 8.7% |
| 5XX | Residual Equity | 145,136 | 146,641 | 6,000 | 202,617 | 202,617 | 342,100 | 57,000 | 139,483 | 68.8% |
| 5XX | Misc Revenue | 164,858 | 690,664 | 88,100 | 146,246 | 146,246 | 88,100 | 88,100 | (58,146) | -39.8% |
| 5XX | Replacement Reserves | 1,130,893 | 1,002,298 | 919,981 | 949,156 | 987,704 | 1,095,501 | 1,135,136 | 146,345 | 15.4% |
| | ***Total Revenues*** | $ 5,897,130 | $ 6,090,666 | $ 5,031,081 | $ 5,948,295 | $ 6,106,797 | $ 6,597,343 | $ 6,428,082 | $ 649,048 | 10.9% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries & Wages | 1,436,774 | 1,299,730 | 1,404,334 | 1,399,027 | 1,398,427 | 1,610,228 | 1,697,673 | 211,201 | 15.1% |
| 111/1 | Temporary Help | 58,040 | 59,963 | 33,900 | 33,900 | 37,300 | 2,400 | 2,400 | (31,500) | -92.9% |
| 120 | Overtime | 17,814 | 10,337 | 9,794 | 9,794 | 9,794 | 7,294 | 7,294 | (2,500) | -25.5% |
| 200 | Benefits | 327,216 | 314,345 | 368,002 | 367,846 | 367,846 | 472,547 | 537,951 | 104,701 | 28.5% |
| 31X | Supplies | 91,715 | 86,688 | 85,088 | 96,795 | 96,895 | 87,088 | 87,088 | (9,707) | -10.0% |
| 3XX | Other Opr Supplies | 259,538 | 286,858 | 254,127 | 328,127 | 328,127 | 330,527 | 331,527 | 2,400 | 0.7% |
| 41X | Professional Services | 247,186 | 261,998 | 234,120 | 257,620 | 260,420 | 379,507 | 392,161 | 121,887 | 47.3% |
| 43X | Travel & Training | 22,365 | 10,225 | 9,803 | 9,803 | 10,466 | 23,766 | 24,553 | 13,963 | 142.4% |
| 42/47 | Utility & Comm | 202,379 | 204,665 | 244,550 | 244,550 | 244,550 | 340,915 | 277,747 | 96,365 | 39.4% |
| 48X | Repairs & Mtc | 311,627 | 287,377 | 321,444 | 334,470 | 334,470 | 358,190 | 363,965 | 23,720 | 7.1% |
| 497 | Association Dues | 3,979 | 5,294 | 3,165 | 3,165 | 3,261 | 2,750 | 2,750 | (415) | -13.1% |
| 4XX | Other Misc Expense | 610,303 | 475,113 | 422,355 | 506,801 | 514,781 | 510,267 | 516,256 | 3,466 | 0.7% |
| 51/3X | Intgvtl Services/Taxes | 201,903 | 266,804 | 198,135 | 198,135 | 312,135 | 266,135 | 266,135 | 68,000 | 34.3% |
| 600 | Capital Outlays | 27,716 | - | 6,000 | - | - | - | - | - | n/a |
| 914/22 | DP M&O | 175,100 | 162,127 | 191,033 | 191,607 | 189,275 | 194,672 | 199,777 | 3,065 | 1.6% |
| 918 | GIS M&O | 6,290 | 4,611 | 6,088 | 6,088 | 6,085 | 9,070 | 9,459 | 2,982 | 49.0% |
| 920 | Tel M&O | 21,026 | 18,382 | 21,967 | 21,967 | 21,763 | 22,073 | 22,636 | 106 | 0.5% |
| 950 | Bldg M&O | 28,192 | 21,219 | 18,663 | 23,624 | 23,624 | 24,994 | 25,081 | 1,370 | 5.8% |
| 954 | Fleet M&O | 951 | 825 | 844 | 951 | 962 | 964 | 967 | 13 | 1.4% |
| 960 | Risk M&O | 91,347 | 71,579 | 71,035 | 78,735 | 85,483 | 91,821 | 93,621 | 13,086 | 16.6% |
| 990 | Mail M&O | 27,731 | 21,806 | 24,822 | 24,822 | 24,746 | 24,746 | 24,746 | (76) | -0.3% |
| 94X | Capital Contributions | 5,564 | - | 574 | - | - | - | - | - | n/a |
| 900 | Replacement Reserves | 79,560 | 49,623 | 36,062 | 34,342 | 34,915 | 40,170 | 38,003 | 5,828 | 17.0% |
| | ***Total Opr Expend*** | $ 4,254,315 | $ 3,919,570 | $ 3,965,905 | $ 4,172,169 | $ 4,305,325 | $ 4,800,124 | $ 4,921,790 | $ 627,955 | 15.1% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 110 | Salaries & Wages | - | 10,814 | - | 56,456 | 56,456 | - | - | (56,456) | -100.0% |
| 111/1 | Temporary Help | 3,857 | 85,032 | - | 40,000 | 40,000 | - | - | (40,000) | -100.0% |
| 200 | Benefits (interfund) | 75,588 | 58,359 | 224,825 | 238,369 | 238,369 | 224,825 | 224,825 | (13,544) | -5.7% |
| 3XX | Other Opr Supplies | 5,042 | 13,586 | - | 23,700 | 23,700 | 1,180 | - | (22,520) | -95.0% |
| 41X | Professional Services | 72,506 | 122,613 | 51,818 | 135,590 | 135,590 | 25,000 | 40,000 | (110,590) | -81.6% |
| 43X | Travel & Training | - | - | - | - | - | 10,000 | 10,000 | 10,000 | n/a |
| 4XX | Other Misc Exp | 8,722 | 27,106 | - | 51,132 | 51,132 | 38,750 | - | (12,382) | -24.2% |
| 51/3X | Intgvtl Services/Taxes | 11,116 | - | - | - | - | 90,000 | - | 90,000 | n/a |
| 552 | Interfund Contributions | 13,107 | 8,000 | - | - | - | 3,746 | - | 3,746 | n/a |
| 600 | Capital Outlays | 837,081 | 1,140,717 | 663,388 | 1,084,553 | 1,029,153 | 983,337 | 623,167 | (101,216) | -9.3% |
| 9XX | Interfund Svc Pmts | 80,538 | 34,723 | 10,000 | 43,628 | 42,426 | 21,388 | 26,093 | (22,240) | -51.0% |
| | ***Total One-Time Exp*** | $ 1,107,557 | $ 1,500,950 | $ 950,031 | $ 1,673,428 | $ 1,616,826 | $ 1,398,226 | $ 924,085 | $ (275,202) | -16.4% |
| | ***Total MS Exp*** | $ 5,361,872 | $ 5,420,519 | $ 4,915,936 | $ 5,845,597 | $ 5,922,151 | $ 6,198,350 | $ 5,845,875 | $ 352,753 | 6.0% |
| CW | Pay/Benefit | - | - | (188,448) | - | - | - | - | - | n/a |
| CW | IS Charges to be Alloc | - | - | (41,607) | - | - | - | - | - | n/a |
| | ***Total CityWide*** | $ - | $ - | $ (230,055) | $ - | $ - | $ - | $ - | $ - | n/a |
| | ***Total Expenditures*** | $ 5,361,872 | $ 5,420,519 | $ 4,685,881 | $ 5,845,597 | $ 5,922,151 | $ 6,198,350 | $ 5,845,875 | $ 352,753 | 6.0% |

## MANAGEMENT SERVICES ADMINISTRATION

**Responsible Manager:** ***Iwen Wang, Management Services Director***

### PURPOSE/DESCRIPTION:

The Administration Division provides overall department planning, organization development, operational support and oversight to ensure departmental objectives are met and consistent with the City Manager's direction and City Council's policies. The Administration Division manages four operating divisions that provide functional support to the City's operating departments. The Administration Division is also responsible for the development and maintenance of the City's financial planning policy; assisting the City Manager in the development of budget policies; providing support to a Council Committees and Commissions; supporting other departments in financial and policy analysis; and coordination of intergovernmental financial affairs.




### GOALS/OBJECTIVES:

- Provide high quality, timely services to citizens, City Council, and city department.
- Build a team that is dedicated to customer service and committed to the betterment of the community.
- Encourage innovation and deployment of technology to enhance service delivery and minimize cost of services.
- Ensure City resources are allocated fairly and are consistent with Council goals and priorities.
- Facilitate transparency in City budget process and financial information.
- Enhance city's credit worthiness through prudent and sound financial management practices.
- Build a department known by its peers as innovative, knowledgeable, helpful, and professional in each of the areas for which the department is responsible.

### PERFORMANCE MEASURES:

| Type/Description | 2005 | 2006 | 2007 | 2008 |
|---|---|---|---|---|
| Workload Measures: | | | | |
| • Department-wide FTE | 22.0 | 22.0 | 25.6 | 25.6 |
| • Department Operating Budget (dollars in millions) | $3.9 | $4.2 | $4.8 | $4.9 |
| Outcome Measures: | | | | |
| • Bond rating (Moody's/Fitch) | A1/AA- | A1/AA- | A1/AA- | A1/AA- |
| • Utilization of volunteer support, annual hours | 89.5 | 85 | 85 | 85 |
| • Stabilize Department staffing to City-wide staff ratio by improved utilization of technology | 22.0/301.6<br>7.3% | 22/307.4<br>7.2% | 25.6/345.4<br>7.4% | 25.6/345.4<br>7.4% |

### POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| Management Services Director | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 58B |
| Deputy City Clerk | - | - | - | - | 0.5 | 0.5 | 0.5 | 26 |
| Management Analyst | 0.5 | 0.5 | 0.5 | 0.5 | - | - | - | 21 |
| ***Total Regular Staffing*** | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | |
| ***Change from prior year*** | - | - | - | - | - | - | - | |
| Grand Total Staffing | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | |

## MANAGEMENT SERVICES ADMINISTRATION

**Responsible Manager:** ***Iwen Wang, Management Services Director***

### HIGHLIGHTS/CHANGES:

The Administration Division baseline adopted budget totals $302,000 in 2007 and $312,816 in 2007. This is a 0.8% increase from the adjusted 2006 budget.

### REVENUE AND EXPENDITURE SUMMARY:

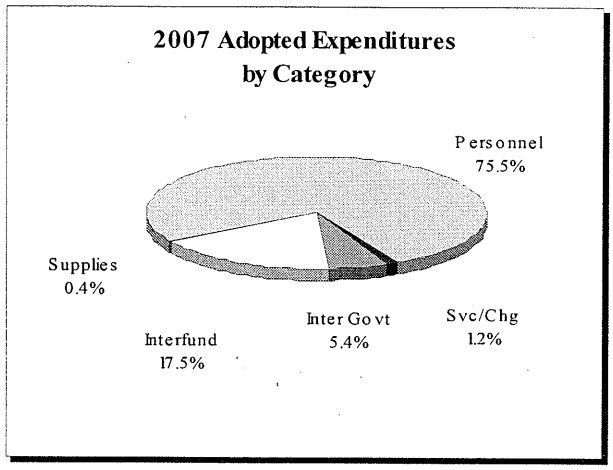
| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| | General Gov't | $ 336,079 | $ 335,035 | $ 120,556 | $ 330,398 | $ 329,308 | $ 323,388 | $ 338,909 | $ (7,011) | -2.1% |
| | ***Total Revenues*** | $ 336,079 | $ 335,035 | $ 78,949 | $ 330,398 | $ 329,308 | $ 323,388 | $ 338,909 | $ (7,011) | -2.1% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries & Wages | 141,918 | 132,915 | 141,891 | 141,017 | 141,017 | 150,036 | 154,500 | 9,019 | 6.4% |
| 111/1 | Temporary Help | - | 60 | 2,500 | 2,500 | 2,500 | - | - | (2,500) | -100.0% |
| 120 | Overtime | 111 | 56 | - | - | - | - | - | - | n/a |
| 200 | Benefits | 22,119 | 20,134 | 26,888 | 27,633 | 27,633 | 24,580 | 28,288 | (3,054) | -11.1% |
| 31X | Supplies | 1,102 | 782 | 1,050 | 1,050 | 1,050 | 350 | 350 | (700) | -66.7% |
| 3XX | Othr Opr Supplies | 2,481 | - | - | - | - | - | - | - | n/a |
| 41X | Professional Srvs | 4,258 | 3,086 | - | - | - | - | - | - | n/a |
| 43X | Travel & Training | 679 | 2,179 | 400 | 400 | 400 | 400 | 400 | - | 0.0% |
| 42/47 | Utility & Comm | 5 | - | - | - | - | - | - | - | n/a |
| 497 | Association Dues | 1,455 | 3,858 | 1,070 | 1,070 | 1,070 | 470 | 470 | (600) | -56.1% |
| 4XX | Other Misc Exp | 331 | 1,160 | - | - | - | - | - | - | n/a |
| 51/3X | Intgvtl Services/Taxes | 302 | - | - | - | - | - | - | - | n/a |
| 914/22 | DP M&O | 99,435 | 93,566 | 110,514 | 110,578 | 109,232 | 109,018 | 111,791 | (1,560) | -1.4% |
| 918 | GIS M&O | 2,283 | 1,674 | 2,210 | 2,210 | 2,209 | 3,292 | 3,433 | 1,082 | 49.0% |
| 920 | Tel M&O | 2,919 | 2,552 | 3,050 | 3,050 | 3,022 | 3,065 | 3,143 | 15 | 0.5% |
| 950 | Bldg M&O | 3,296 | 1,989 | 1,750 | 2,215 | 2,215 | 2,343 | 2,352 | 128 | 5.8% |
| 960 | Risk M&O | 2,984 | 11,885 | 2,551 | 2,951 | 2,945 | 2,915 | 2,915 | (36) | -1.2% |
| 990 | Mail M&O | 2,103 | 1,653 | 1,882 | 1,882 | 1,876 | 1,876 | 1,876 | (6) | -0.3% |
| 94X | Capital Contributions | 3,111 | - | 64 | - | - | - | - | - | n/a |
| 900 | Replacement Reserves | 4,815 | 3,997 | 3,184 | 3,080 | 3,377 | 3,655 | 3,298 | 575 | 18.7% |
| | ***Total Opr Expend*** | $ 295,707 | $ 281,546 | $ 299,004 | $ 299,636 | $ 298,546 | $ 302,000 | $ 312,816 | $ 2,363 | 0.8% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 3XX | Othr Opr Supplies | - | 81 | - | - | - | - | - | - | n/a |
| 41X | Professional Services | 40,372 | 39,807 | - | 20,000 | 20,000 | - | - | (20,000) | -100.0% |
| 561 | Residual Equity Trsfr | - | - | - | - | - | - | - | - | n/a |
| 9XX | Intfund Svc Pmts | - | 13,601 | 10,000 | 10,762 | 10,762 | 21,388 | 26,093 | 10,626 | 98.7% |
| | ***Total One-Time Exp*** | $ 40,372 | $ 53,489 | $ 10,000 | $ 30,762 | $ 30,762 | $ 21,388 | $ 26,093 | $ (9,374) | -30.5% |
| CW | Pay/Benefit | - | - | (188,448) | - | - | - | - | - | n/a |
| CW | Unallocated I/S Charges | - | - | (41,607) | - | - | - | - | - | n/a |
| | ***Total CityWide*** | $ - | $ - | $ (230,055) | $ - | $ - | $ - | $ - | $ - | |
| | ***Total Expenditures*** | $ 336,079 | $ 335,035 | $ 78,949 | $ 330,398 | $ 329,308 | $ 323,388 | $ 338,909 | $ (7,011) | -2.1% |

## MANAGEMENT SERVICES FINANCE

**Responsible Manager:** ***Tho Kraus, Finance Manager***

### PURPOSE/DESCRIPTION:

The purpose of the Finance Division is to provide accurate financial information from which educated judgments can be made on the financial health of the City and decisions can be made by management regarding City operations. The Finance Division's responsibilities include accounts payable, accounts receivable, payroll, financial planning, cash and investment management, cash receipting, business licensing, internal control monitoring, audit, monthly, quarterly and annual financial reporting, budget preparation and financial analyses.




### GOAL/OBJECTIVES:

- Provide timely and accurate financial information and services to citizens, City Council, and city staff.
- Ensure compliance with purchasing laws and regulations.
- Ensure proper internal control in city operations to safeguard city resources.
- Maintain reliability and integrity of City's financial data and processes.

### PERFORMANCE MEASURES:

| Type/Description | 2005 | 2006 | 2007 | 2008 |
|---|---|---|---|---|
| Workload Measures: | | | | |
| • Number of invoices paid annually | 12,368 | 12,000 | 12,000 | 12,000 |
| • Number of transactions receipted annually | 8,000 | 8,000 | 8,000 | 8,000 |
| Outcome Measures: | | | | |
| • GFOA Budget/CAFR awards | Yes | Yes | Yes | Yes |
| • Average working days to compile MFR | 3 | 3 | 3 | 3 |
| • Audit | Unqualified | Unqualified | Unqualified | Unqualified |
| Efficiency Measures: | | | | |
| • Work days/audit | 60 | 60 | 60 | 60 |
| • Average cost per payroll/transaction | 5.0 | 5.0 | 5.0 | 5.0 |
| • Average cost per A/P/invoice | 4.0 | 4.0 | 5.0 | 5.0 |

### POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| Finance Manager | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 48 |
| Senior Financial Analyst | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 38 |
| Financial Analyst | 2.0 | 1.0 | 1.0 | 1.0 | 1.0 | 2.0 | 2.0 | 32 |
| Accounting Technician II | 2.0 | 2.0 | 2.0 | 2.0 | 2.0 | 2.0 | 2.0 | 24 |
| Accounting Technician I | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 21 |
| Office Technician II | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 14 |
| ***Total Regular Staffing*** | 8.0 | 7.0 | 7.0 | 7.0 | 7.0 | 8.0 | 8.0 | |
| ***Change from prior year*** | 1.0 | (1.0) | - | - | - | 1.0 | - | |
| One-Time Funded Positions | - | 1.0 | 1.0 | 1.0 | 1.0 | - | - | |
| Grand Total Staffing | 8.0 | 8.0 | 8.0 | 8.0 | 8.0 | 8.0 | 8.0 | |

## MANAGEMENT SERVICES FINANCE

**Responsible Manager:** ***Tho Kraus, Finance Manager***

### HIGHLIGHTS/CHANGES:

The Finance Division's 2007 and 2008 adopted baseline budgets total $809,171 and $847,045, respectively. This is an increase of 12.1% from the 2006 adjusted budget due primarily to converting the financial analyst position from one-time funded to ongoing beginning in 2007. The adopted program changes include:

- Financial Analyst ($70,000) – convert one-time funded financial analyst to an ongoing position.
- Business License Compliance – $1,500 for additional postage, offset by increase in business license fees.
- Other Miscellaneous Expenses – Transferred $1,000 from Human Resources budget to cover costs of advertising for RFP's, RFB's, small works, A&E, etc. Purchasing function was transitioned to Finance in 2005.
- Internal Service Charges – Increased DP M&O by $4,000 to cover higher Eden Financial System maintenance support costs.

### REVENUE AND EXPENDITURE SUMMARY:

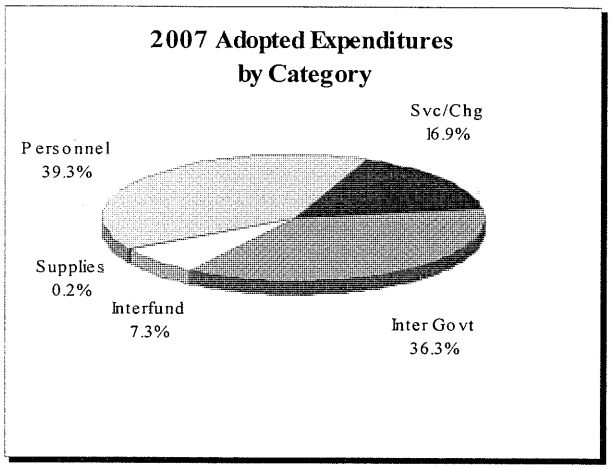
| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| | General Gov't | $ 888,031 | $ 791,834 | $ 723,851 | $ 832,673 | $ 830,928 | $ 809,171 | $ 847,045 | $ (23,502) | -2.8% |
| | ***Total Revenues*** | $ 888,031 | $ 791,834 | $ 723,851 | $ 832,673 | $ 830,928 | $ 809,171 | $ 847,045 | $ (23,502) | -2.8% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries & Wages | 384,434 | 365,914 | 404,490 | 401,999 | 401,999 | 448,097 | 466,941 | 46,098 | 11.5% |
| 111/1 | Temporary Help | 16,408 | 24,584 | - | - | - | - | - | - | n/a |
| 120 | Overtime | 10,915 | 1,180 | 3,294 | 3,294 | 3,294 | 3,294 | 3,294 | - | 0.0% |
| 200 | Benefits | 111,832 | 111,106 | 131,834 | 129,492 | 129,492 | 159,301 | 177,045 | 29,809 | 23.0% |
| 31X | Supplies | 2,458 | 4,205 | 3,460 | 3,460 | 3,460 | 3,460 | 3,460 | - | 0.0% |
| 3XX | Othr Opr Supplies | 2,888 | 118 | - | - | - | - | - | - | n/a |
| 41X | Professional Svcs | 53,057 | 19,094 | - | - | - | - | - | - | n/a |
| 43X | Travel & Training | 1,485 | 2,471 | 1,240 | 1,240 | 1,240 | 1,390 | 1,390 | 150 | 12.1% |
| 42/47 | Utility & Comm | 22 | 9 | - | - | - | 1,500 | 1,500 | 1,500 | n/a |
| 497 | Association Dues | 350 | 630 | 160 | 160 | 160 | 160 | 160 | - | 0.0% |
| 4XX | Other Misc Exp | 4,032 | 5,477 | 5,725 | 5,725 | 5,725 | 6,725 | 6,725 | 1,000 | 17.5% |
| 51/3X | Intgvtl Srvs/Taxes | 44,404 | 43,647 | 44,000 | 44,000 | 44,000 | 44,000 | 44,000 | - | 0.0% |
| 914/22 | DP M&O | 61,006 | 55,211 | 64,920 | 65,243 | 64,449 | 69,745 | 71,623 | 4,502 | 6.9% |
| 918 | GIS M&O | 2,283 | 1,674 | 2,210 | 2,210 | 2,209 | 3,292 | 3,433 | 1,082 | 49.0% |
| 920 | Tel M&O | 9,915 | 8,669 | 10,359 | 10,359 | 10,263 | 10,409 | 10,675 | 50 | 0.5% |
| 950 | Bldg M&O | 14,181 | 10,610 | 9,331 | 11,812 | 11,812 | 12,497 | 12,540 | 685 | 5.8% |
| 954 | Fleet M&O | 951 | 825 | 844 | 951 | 962 | 964 | 967 | 13 | 1.4% |
| 960 | Risk M&O | 11,934 | 5,378 | 10,205 | 11,805 | 11,781 | 11,661 | 11,661 | (144) | -1.2% |
| 990 | Mail M&O | 11,283 | 8,872 | 10,099 | 10,099 | 10,068 | 10,068 | 10,068 | (31) | -0.3% |
| 94X | Capital Contributions | 1,952 | - | 323 | - | - | - | - | - | n/a |
| 900 | Replacement Reserves | 61,705 | 33,952 | 21,357 | 20,085 | 19,277 | 22,608 | 21,563 | 2,523 | 12.6% |
| | ***Total Opr Expend*** | $ 807,493 | $ 703,628 | $ 723,851 | $ 721,934 | $ 720,191 | $ 809,171 | $ 847,045 | $ 87,237 | 12.1% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 110 | Salaries & Wages | - | 10,814 | - | 56,456 | 56,456 | - | - | (56,456) | -100.0% |
| 111/1 | Temporary Help | - | 28,500 | - | - | - | - | - | - | n/a |
| 200 | Benefits | - | 4,602 | - | 13,544 | 13,544 | - | - | (13,544) | -100.0% |
| 41X | Professional Services | - | 23,650 | - | 10,000 | 10,000 | - | - | (10,000) | -100.0% |
| 9XX | Intfund Svc Pmts | 80,538 | 20,639 | - | 30,739 | 30,737 | - | - | (30,739) | -100.0% |
| | ***Total One-Time Exp*** | $ 80,538 | $ 88,206 | $ - | $ 110,739 | $ 110,737 | $ - | $ - | $ (110,739) | -100.0% |
| | ***Total Expenditures*** | $ 888,031 | $ 791,834 | $ 723,851 | $ 832,673 | $ 830,928 | $ 809,171 | $ 847,045 | $ (23,502) | -2.8% |

## MANAGEMENT SERVICES CITY CLERK

**Responsible Manager:** ***Laura Hathaway, City Clerk***

### PURPOSE/DESCRIPTION:

The City Clerk's function is to act as clerk and provide legislative support to the City Council; to coordinate special, primary, and general elections for the City; manage the City-Wide records management program, including the implementation and supervision of an effective records retention/destruction schedule, including microfilming and/or document imaging; establish and supervise the City's records storage facility; record and maintain the official City records and files, including ordinances, resolutions and contracts; coordinate the ongoing codification of City ordinances; coordinate and supervise the City's land use hearing examiner program; oversee graphics services and forms management for City staff projects and programs; enforce licensing regulations; coordinate commission and board appointment process and perform all other special projects as assigned.




### GOALS/OBJECTIVES:

- Ensure smooth proceedings of City Council public meetings.
- Ensure broad and fair citizen advisory commission/committee recruitment process.
- Provide timely and responsive service to the public, City Council, City manager and departmental customers.
- Improve access to public records through good records management and use of technology.
- Effectively coordinate hearing examiner process and ensure timely issuance of opinion.
- Ensure cost effective graphic design services.

### PERFORMANCE MEASURES:

| Type/Description | 2005 | 2006 | 2007 | 2008 |
|---|---|---|---|---|
| Workload Measures: | | | | |
| • Number of public/legal notices prepared and published annually | 40 | 40 | 40 | 40 |
| • Number of agendas prepared and published annually | 33 | 42 | 36 | 36 |
| • Number of ordinances processed annually | 33 | 26 | 30 | 30 |
| • Number of resolutions processed annually | 30 | 20 | 30 | 30 |
| • Number of City agreements processed annually | 194 | 160 | 175 | 175 |
| • Number of hearing examiner public hearings coordinated and supervised | 17 | 13 | 13 | 13 |
| • Number of public record requests processed | 194 | 220 | 200 | 200 |
| • Boxes Archive | 378 | 395 | 395 | 395 |
| • Boxes Destroyed | N/A | N/A | 900 | 300 |
| Outcome Measures: | | | | |
| • Percent of agenda packets delivered to Council four days prior to meetings | 100% | 100% | 100% | 100% |
| • Percent of ordinances and resolutions processed within 6 working days. | 100% | 100% | 100% | 100% |
| • Percent of City agreements processed within 6 working days | 100% | 100% | 100% | 100% |
| • Percent of Minutes passed without amendments | N/A | 100% | 100% | 100% |
| Efficiency Measures: | | | | |
| • Average cost per box of records sent to storage | $.235 | $.235 | $.239 | $.240 |
| • Average cost per box of records destroyed | N/A | N/A | $.239 | $.240 |

### POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| City Clerk | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 40 |
| Deputy City Clerk | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 26 |
| Graphics Coordinator | 0.5 | - | - | - | - | - | - | 22 |
| ***Total Regular Staffing*** | 2.0 | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | |
| ***Change from prior year*** | - | (0.5) | - | - | - | - | - | |
| Grand Total Staffing | 2.0 | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | |

## MANAGEMENT SERVICES CITY CLERK

**Responsible Manager:** ***Laura Hathaway, City Clerk***

### HIGHLIGHTS/CHANGES:

The City Clerk's adopted budget for 2007 and 2008 is $344,815 and $355,718, respectively. This is an increase of 37% compared to 2006's adjusted budget. The increase is primarily due to an increase in election costs, approximately increase by $.10 per register voter and increase in record management costs.

### REVENUE AND EXPENDITURE SUMMARY:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| | General Gov't | $ 302,929 | $ 332,341 | $ 279,997 | $ 281,441 | $ 410,518 | $ 434,815 | $ 355,718 | $ 153,374 | 54.5% |
| | ***Total Revenues*** | $ 302,929 | $ 332,341 | $ 279,997 | $ 281,441 | $ 410,518 | $ 434,815 | $ 355,718 | $ 153,374 | 54.5% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries & Wages | 135,517 | 87,908 | 107,859 | 107,195 | 107,195 | 100,403 | 107,076 | (6,792) | -6.3% |
| 111/1 | Temporary Help | 1,749 | 4,005 | - | - | 3,400 | 1,400 | 1,400 | 1,400 | n/a |
| 120 | Overtime | 158 | - | - | - | - | - | - | - | n/a |
| 200 | Benefits | 23,968 | 18,230 | 21,449 | 22,164 | 22,164 | 33,740 | 39,009 | 11,576 | 52.2% |
| 31X | Supplies | 1,214 | 459 | 650 | 650 | 750 | 750 | 750 | 100 | 15.4% |
| 41X | Professional Svcs | 15,091 | 16,427 | 15,000 | 15,000 | 17,800 | 36,773 | 36,773 | 21,773 | 145.2% |
| 43X | Travel & Training | 1,835 | 676 | 625 | 625 | 1,288 | 1,275 | 1,275 | 650 | 104.0% |
| 497 | Association Dues | 470 | 166 | 405 | 405 | 501 | 550 | 550 | 145 | 35.8% |
| 4XX | Other Misc Exp | 20,633 | 22,014 | 12,050 | 12,050 | 19,430 | 19,600 | 18,600 | 7,550 | 62.7% |
| 51/3X | Intgvtl Srvs/Taxes | 76,300 | 144,745 | 70,000 | 70,000 | 184,000 | 125,000 | 125,000 | 55,000 | 78.6% |
| 914/22 | DP M&O | 4,970 | 4,533 | 5,289 | 5,360 | 5,295 | 5,402 | 5,556 | 42 | 0.8% |
| 918 | GIS M&O | 776 | 567 | 749 | 749 | 749 | 1,117 | 1,165 | 368 | 49.1% |
| 920 | Tel M&O | 3,185 | 2,784 | 3,327 | 3,327 | 3,296 | 3,343 | 3,428 | 16 | 0.5% |
| 950 | Bldg M&O | 4,121 | 2,652 | 2,333 | 2,953 | 2,953 | 3,124 | 3,135 | 171 | 5.8% |
| 960 | Risk M&O | 3,730 | 1,681 | 3,190 | 3,690 | 3,683 | 3,646 | 3,646 | (44) | -1.2% |
| 990 | Mail M&O | 4,447 | 3,496 | 3,980 | 3,980 | 3,968 | 3,968 | 3,968 | (12) | -0.3% |
| 94X | Capital Contributions | 172 | - | 71 | - | - | - | - | - | n/a |
| 900 | Replacement Reserves | 4,595 | 3,619 | 3,702 | 3,606 | 4,359 | 4,724 | 4,387 | 1,118 | 31.0% |
| | ***Total Opr Expend*** | $ 302,929 | $ 313,963 | $ 250,679 | $ 251,754 | $ 380,831 | $ 344,815 | $ 355,718 | $ 93,061 | 37.0% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 41X | Professional Services | - | 18,160 | 29,318 | 29,318 | 29,318 | - | - | (29,318) | -100.0% |
| 51/3X | Intgvtl Srvs/Taxes | - | - | - | - | - | 90,000 | - | 90,000 | n/a |
| 9XX | Intfund Svc Pmts | - | 218 | - | 369 | 369 | - | - | (369) | -100.0% |
| | ***Total One-Time Exp*** | $ - | $ 18,378 | $ 29,318 | $ 29,687 | $ 29,687 | $ 90,000 | $ - | $ 60,313 | 203.2% |
| | ***Total Expenditures*** | $ 302,929 | $ 332,341 | $ 279,997 | $ 281,441 | $ 410,518 | $ 434,815 | $ 355,718 | $ 153,374 | 54.5% |

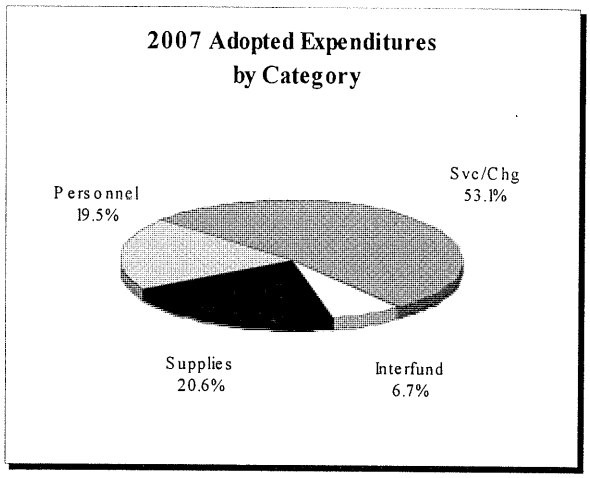
## MANAGEMENT SERVICES HUMAN RESOURCES

**Responsible Manager:** ***Mary McDougal, Human Resources Manager***

### PURPOSE/DESCRIPTION:

This program provides management, administration, and coordination of the City's human resources functions and support of organizational development. The purpose of the program is to maintain a fair and equitable human resource management system by balancing the needs of employees and the City and to ensure compliance with applicable rules and regulations.

In addition, the division provides the support services of city-wide purchasing of stationery, fleet management coordination, coordination of the Safety Committee, and worker's compensation claims processing.




### GOALS/OBJECTIVES:

- Balance fiscal stewardship with employee welfare.
- Attract and retain a highly qualified, diverse workforce.
- Foster amicable employer/labor relations.
- Promote employee safety, productivity, and high performance.
- Ensure compliance with laws and regulations.
- Maintain consistency and fairness when implementing policy, decisions, and direction.

### PERFORMANCE MEASURES:

| Type/Description | 2005 | 2006 | 2007 | 2008 |
|---|---|---|---|---|
| Workload Measures: | | | | |
| • Number of employee applications processed | 1,785 | 1,370 | 2,500 | 2,500 |
| • Number of recruitments coordinated | 47 | 45 | 75 | 75 |
| • Number of training hours provided | 360 | 578 | 750 | 750 |
| Outcome Measures: | | | | |
| • % new employee orientations given in 3 days of employment | 100% | 100% | 100% | 100% |
| • Percent exit interviews completed | 100% | 100% | 100% | 100% |
| • Employee turnover rate | 12% | 10% | 10% | 10% |
| • Percent of minority employees in City workforce | 17% | 19% | 18% | 18% |

### DIVISION SUMMARY:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Expenditure Summary:*** | | | | | | | | | | |
| 045 | Human Resources | $ 460,448 | $ 375,048 | $ 387,238 | $ 400,540 | $ 400,052 | $ 461,842 | $ 486,249 | $ 61,302 | 15.3% |
| 501 | Risk Management | 500,750 | 383,369 | 355,619 | 440,065 | 440,665 | 431,542 | 438,531 | (8,523) | -1.9% |
| 503 | Mail & Duplication | 139,025 | 122,571 | 133,870 | 133,870 | 133,870 | 138,061 | 140,456 | 4,191 | 3.1% |
| 504 | Fleet & Equipment | 632,347 | 617,989 | 568,981 | 654,207 | 661,007 | 691,246 | 700,616 | 37,039 | 5.7% |
| | ***Total Operating Exp*** | $ 1,732,570 | $ 1,498,977 | $ 1,445,708 | $ 1,628,682 | $ 1,635,594 | $ 1,722,691 | $ 1,765,852 | $ 94,009 | 5.8% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 045 | Human Resources | 26,616 | 28,329 | 12,500 | 52,220 | 52,220 | 48,750 | 10,000 | (3,470) | -6.6% |
| 501 | Risk Management | 75,588 | 53,756 | 224,825 | 224,825 | 224,825 | 224,825 | 224,825 | - | 0.0% |
| 503 | Mail & Duplication | 26,591 | 55,877 | 38,000 | 38,000 | 38,000 | - | - | (38,000) | -100.0% |
| 504 | Fleet & Equipment | 493,315 | 672,567 | 399,790 | 631,899 | 630,699 | 604,413 | 179,667 | (27,486) | -4.3% |
| | ***Total One-Time*** | $ 622,110 | $ 810,529 | $ 675,115 | $ 946,944 | $ 945,744 | $ 877,988 | $ 414,492 | $ (68,956) | -7.3% |
| | ***Total Human Resources*** | $ 2,354,680 | $ 2,309,506 | $ 2,120,823 | $ 2,575,626 | $ 2,581,338 | $ 2,600,679 | $ 2,180,344 | $ 25,053 | 1.0% |

## MANAGEMENT SERVICES HUMAN RESOURCES

**Responsible Manager:** ***Mary McDougal, HR Manager***

### HIGHLIGHTS/CHANGES:

The Human Resources Division's 2007 and 2008 adopted budgets are $1,722,691 and $1,765,852, respectively. This is an increase of 5.8% from the adjusted 2006 budget.

This increase was primarily due to the addition of approximately $28,000 for previously one-time funded items, including professional services for labor negotiations, education assistance, and wellness supplies and immunization charges. An additional $16,000 was added to provide for increased City-wide training, and increased labor negotiation professional services due to the recent formation of two new bargaining units. City Council directed an additional $10,000 each year in 2007/08 for education assistance, additional funding from Proposition 1 for .5 FTE Human Resource Assistant to better support future workload, and an additional $33,750 for recruitment costs associated with new positions resulting from Proposition 1. The budget significantly reduces temporary help and reduces overtime funding by half for a total of $7,500 reduction, and transfers $1,000 related to purchasing functions now provided in the Finance Division.

### POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| Human Resources Manager | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 52 |
| Human Resources Analyst | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.5 | 1.5 | 32 |
| Fleet Maintenance Coordinator | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 26 |
| Support Services Coordinator | 1.0 | - | - | - | - | - | - | 22 |
| Human Resources Assistant | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 18 |
| ***Total Regular Staffing*** | 4.5 | 3.5 | 3.5 | 3.5 | 3.5 | 4.0 | 4.0 | |
| ***Change from prior year*** | - | (1.0) | - | - | - | 0.5 | - | |
| Grand Total Staffing | 4.5 | 3.5 | 3.5 | 3.5 | 3.5 | 4.0 | 4.0 | |

### REVENUE AND EXPENDITURE SUMMARY:

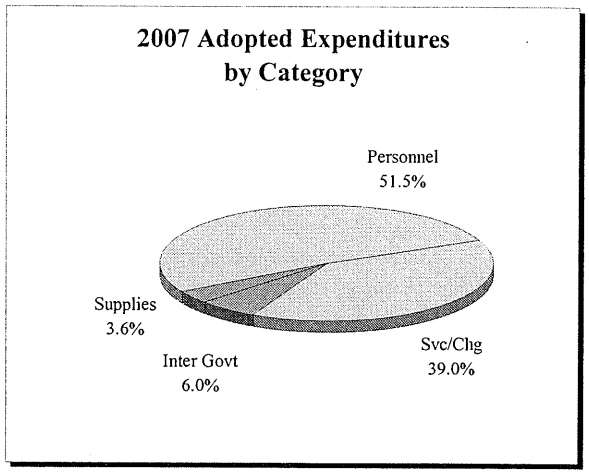
| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| | General Gov't | $ 477,860 | $ 392,756 | $ 399,738 | $ 452,760 | $ 452,272 | $ 510,592 | $ 496,249 | $ 57,832 | 12.8% |
| | Wellness Program | 9,204 | 10,621 | - | - | - | - | - | - | n/a |
| 5XX | Internal Srvc Chgs | 1,364,384 | 1,054,441 | 1,257,195 | 1,442,841 | 1,449,041 | 1,459,574 | 1,478,328 | 16,733 | 1.2% |
| 5XX | Residual Equity | 26,015 | 99,967 | - | 42,241 | 42,241 | 196,174 | - | 153,933 | 364.4% |
| 5XX | Misc Revenue | 120,460 | 605,281 | 51,100 | 109,246 | 109,246 | 51,100 | 51,100 | (58,146) | -53.2% |
| 5XX | Replacement Reserves | 710,896 | 597,151 | 631,207 | 655,582 | 661,056 | 729,699 | 778,375 | 74,117 | 11.3% |
| | ***Total Revenues*** | $ 2,708,820 | $ 2,760,217 | $ 2,339,240 | $ 2,702,670 | $ 2,713,856 | $ 2,947,139 | $ 2,804,052 | $ 244,469 | 9.0% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries & Wages | 286,102 | 228,285 | 234,535 | 233,257 | 232,657 | 261,782 | 276,809 | 28,525 | 12.2% |
| 111/1 | Temporary Help | 396 | - | 5,400 | 5,400 | 5,400 | - | - | (5,400) | -100.0% |
| 120 | Overtime | - | - | 5,000 | 5,000 | 5,000 | 2,500 | 2,500 | (2,500) | -50.0% |
| 200 | Benefits | 63,254 | 53,361 | 60,305 | 61,031 | 61,031 | 71,724 | 82,623 | 10,693 | 17.5% |
| 31X | Supplies | 55,748 | 57,872 | 48,805 | 60,512 | 60,512 | 52,305 | 52,305 | (8,207) | -13.6% |
| 3XX | Other Opr Supplies | 238,972 | 272,927 | 232,750 | 300,750 | 300,750 | 303,150 | 303,150 | 2,400 | 0.8% |
| 41X | Professional Srvs | 21,257 | 26,072 | 18,889 | 18,889 | 18,889 | 41,320 | 41,320 | 22,431 | 118.8% |
| 43X | Travel & Training | 12,510 | 1,755 | 1,866 | 1,866 | 1,866 | 13,229 | 13,416 | 11,363 | 608.9% |
| 42/47 | Utility & Comm | 69,096 | 69,652 | 66,635 | 66,635 | 66,635 | 73,826 | 76,221 | 7,191 | 10.8% |
| 48X | Repairs & Mtc | 282,436 | 258,997 | 271,819 | 284,845 | 284,845 | 301,565 | 307,340 | 16,720 | 5.9% |
| 497 | Association Dues | 1,304 | 240 | 1,080 | 1,080 | 1,080 | 1,120 | 1,120 | 40 | 3.7% |
| 4XX | Other Misc Exp | 585,217 | 441,179 | 404,480 | 488,926 | 489,526 | 483,842 | 490,831 | (5,084) | -1.0% |
| 51/3X | Intgvtl Services/Taxes | 2,668 | 305 | 550 | 550 | 550 | 550 | 550 | - | 0.0% |
| 914/22 | DP M&O | 9,689 | 8,816 | 10,310 | 10,426 | 10,299 | 10,507 | 10,807 | 81 | 0.8% |
| 918 | GIS M&O | 949 | 696 | 919 | 919 | 918 | 1,369 | 1,428 | 450 | 49.0% |
| 920 | Tel M&O | 5,007 | 4,377 | 5,231 | 5,231 | 5,182 | 5,256 | 5,390 | 25 | 0.5% |
| 950 | Bldg M&O | 6,594 | 5,967 | 5,249 | 6,644 | 6,644 | 7,030 | 7,054 | 386 | 5.8% |
| 960 | Risk | 72,699 | 52,635 | 55,089 | 60,289 | 67,074 | 73,599 | 75,399 | 13,310 | 22.1% |
| 990 | Mail | 9,899 | 7,784 | 8,861 | 8,861 | 8,834 | 8,834 | 8,834 | (27) | -0.3% |
| 94X | Capital Contributions | 329 | - | 116 | - | - | - | - | - | n/a |
| 900 | Replacement Reserves | 8,445 | 8,055 | 7,819 | 7,571 | 7,902 | 9,183 | 8,755 | 1,612 | 21.3% |
| | ***Total Opr Expend*** | $ 1,732,570 | $ 1,498,977 | $ 1,445,708 | $ 1,628,682 | $ 1,635,594 | $ 1,722,691 | $ 1,765,852 | $ 94,009 | 5.8% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 200 | Benefits | 75,588 | 53,756 | 224,825 | 224,825 | 224,825 | 224,825 | 224,825 | - | 0.0% |
| 3XX | Other Opr Supplies | - | 958 | - | 8,700 | 8,700 | - | - | (8,700) | -100.0% |
| 41X | Professional Services | 17,894 | - | 12,500 | 36,250 | 36,250 | - | - | (36,250) | -100.0% |
| 4XX | Other Misc Exp | 8,722 | 27,106 | - | 51,132 | 51,132 | 38,750 | - | (12,382) | -24.2% |
| 552 | Interfund Contributions | 13,107 | 8,000 | - | - | - | 3,746 | - | 3,746 | n/a |
| 600 | Capital Outlays | 506,799 | 720,444 | 437,790 | 624,279 | 624,279 | 600,667 | 179,667 | (23,612) | -3.8% |
| 9XX | Interfund Svc Pmts | - | 265 | - | 1,758 | 558 | - | - | (1,758) | -100.0% |
| | ***Total One-Time Exp*** | $ 622,110 | $ 810,529 | $ 675,115 | $ 946,944 | $ 945,744 | $ 877,988 | $ 414,492 | $ (68,956) | -7.3% |
| | ***Total Expenditures*** | $ 2,354,680 | $ 2,309,506 | $ 2,120,823 | $ 2,575,626 | $ 2,581,338 | $ 2,600,679 | $ 2,180,344 | $ 25,053 | 1.0% |

## MANAGEMENT SERVICES INFORMATION TECHNOLOGY

**Responsible Manager:** ***Mehdi Sadri, Information Technology Manager***

### PURPOSE/DESCRIPTION:

The Information Technology Division provides support and services to all City departments for their technology needs, cable franchise, Government Access Channel, and the City web site. This Division is responsible for design, study, purchase, configuration, maintenance, and support of City networks, data, voice, video, and Geographic Information Systems (GIS), the City website development and maintenance, and Government Access Channel (GAC) programming/broadcasting, and Cable franchise services. All program costs, systems maintenance, and replacements are accounted for in an internal services fund and charged-out to operating departments accordingly.




Data Processing Systems: This element covers City's needs for all application software, operating systems, special data management systems, voice and data networks, (LAN/WAN/MAN/WLAN) as well as user training, systems acquisitions, contract management, database administration, programming, and all other needs related to computing, printing, copying and fax.

Communication Systems: This element provides City wide support for the telephone system, voice mail, cellular phones, pagers, PDA's, radios and VRM equipment, minor building wiring, and all other communication related needs.

Geographical Information System (GIS): This element provides support to all City departments for the development and maintenance of City spatial data and production of maps, analysis of data, reporting, training, and development of user-friendly interfaces for staff and public access to the City's geographical information.

Government Access Channel/Cable Rate Regulation (GAC): This element provides TV broadcasting and Cable services (City Council meetings, taped video programs, and various news, events, and general City information via billboard-type messages), management of the cable TV franchise agreements, regulations and responsibility for the management of and response to public discounts, complaints and comments regarding cable services. The budget for these services is included in Data Processing.

Internet/Intranet/Web Services: This element of Information Technology develops and maintains the City's websites, coordinates the City's internal mail system with Internet mail, provides remote access services to City mail systems for staff, maintains the City's FTP site, and maintains and monitors system security. The budget for these services is included in Data Processing.

### GOALS/OBJECTIVES:

- Improve staff efficiency and customer service through effective and efficient use of technology.
- Understand departments' business processes and needs.
- Streamline City operations through integration and systems automation.
- Keep informed of technology trends, enhancements, and capabilities.
- Seek and apply technology where is cost effective.
- Improve access to City services and information through technology.
- Provide stable and reliable information technology infrastructure that staff and citizens can depend on.
- Be proud and confident in what we do.

### POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| Information System Manager | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 52 |
| IS Administrator/GIS Supervisor | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 40 |
| Info Systems/Tele Supervisor | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 38 |
| GIS Analyst | 2.0 | 1.5 | 1.5 | 1.5 | 1.5 | 2.0 | 2.0 | 32 |
| Information Systems Specialist | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 2.6 | 2.6 | 32 |
| Information System Coordinator | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 26 |
| Information Systems Technician | 2.0 | 2.0 | 2.0 | 2.0 | 2.0 | 2.0 | 2.0 | 26 |
| ***Total Regular Staffing*** | 9.0 | 8.5 | 8.5 | 8.5 | 8.5 | 10.6 | 10.6 | |
| ***Change from prior year*** | - | (0.5) | - | - | - | 2.1 | - | |
| One-Time Funded Positions | - | 0.5 | 0.5 | 0.5 | 0.5 | - | - | |
| Grand Total Staffing | 9.0 | 9.0 | 9.0 | 9.0 | 9.0 | 10.6 | 10.6 | |

## MANAGEMENT SERVICES INFORMATION TECHNOLOGY

**Responsible Manager:** ***Mehdi Sadri, Information Technology Manager***

### HIGHLIGHTS/CHANGES:

The overall Information Technology adopted baseline budget for data processing, geographical information systems, telecommunications, government access channel and web service and support for all City departments including public safety and municipal court is $1,549,271 and $1,640,360 in 2007 and 2008 respectively. Compared to 2006 adjusted budget, this division's budget has increased by $279,108 or 22.0%.

### DIVISION SUMMARY:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| | ***Expenditure Summary:*** | | | | | | | | | |
| 502 | Data Processing | 801,068 | 818,804 | 895,729 | 919,229 | 919,229 | 1,134,866 | 1,209,514 | 215,637 | 23.5% |
| 502 | Telecommunications | 184,947 | 167,512 | 199,297 | 199,297 | 199,297 | 209,515 | 216,478 | 10,218 | 5.1% |
| 502 | GIS | 129,602 | 135,139 | 151,637 | 151,637 | 151,637 | 204,890 | 214,368 | 53,253 | 35.1% |
| | ***Total Expenditures*** | $ 1,115,616 | $ 1,121,455 | $ 1,246,663 | $ 1,270,163 | $ 1,270,163 | $ 1,549,271 | $ 1,640,360 | $ 279,108 | 22.0% |
| | ***Capital & One-Time Funding:*** | | | | | | | | | |
| 502 | Data Processing | 347,037 | 249,802 | 228,498 | 491,074 | 435,674 | 372,490 | 442,500 | (118,584) | -24.1% |
| 502 | Telecommunications | 8,564 | 260,546 | 7,100 | 44,222 | 44,222 | 103,956 | 25,000 | 59,734 | 135.1% |
| 502 | GIS | 8,934 | 20,000 | - | 20,000 | 20,000 | 4,580 | 16,000 | (15,420) | -77.1% |
| | ***Total One-Time*** | $ 364,536 | $ 530,348 | $ 235,598 | $ 555,296 | $ 499,896 | $ 481,026 | $ 483,500 | $ (74,270) | -13.4% |
| | ***Total Mgmt Information Syst*** | $ 1,480,152 | $ 1,651,803 | $ 1,482,261 | $ 1,825,459 | $ 1,770,059 | $ 2,030,297 | $ 2,123,860 | $ 204,838 | 11.2% |

### REVENUE AND EXPENDITURE SUMMARY:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| 502 | Internal Srvc Chgs | $ 1,077,755 | $ 1,334,034 | $ 1,235,663 | $ 1,310,163 | $ 1,298,163 | $ 1,534,102 | $ 1,631,597 | $ 223,939 | 17.1% |
| 502 | Capital Contribution | 119,121 | 46,674 | 6,000 | 160,376 | 160,376 | 145,926 | 57,000 | (14,450) | -9.0% |
| 502 | Misc Revenue | 44,398 | 85,383 | 37,000 | 37,000 | 37,000 | 37,000 | 37,000 | - | 0.0% |
| 502 | Replacement Reserves | 419,996 | 405,147 | 288,774 | 293,574 | 326,648 | 365,802 | 356,761 | 72,228 | 24.6% |
| | ***Total Revenues*** | $ 1,661,271 | $ 1,871,239 | $ 1,567,437 | $ 1,801,113 | $ 1,822,187 | $ 2,082,830 | $ 2,082,358 | $ 281,717 | 15.6% |
| **Expenditure Summary:** | | | | | | | | | | |
| 110 | Salaries & Wages | 488,803 | 484,708 | 515,559 | 515,559 | 515,559 | 649,910 | 692,347 | 134,351 | 26.1% |
| 111/1 | Temporary Help | 39,487 | 31,313 | 26,000 | 26,000 | 26,000 | 1,000 | 1,000 | (25,000) | -96.2% |
| 120 | Overtime | 6,631 | 9,101 | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 | - | 0.0% |
| 200 | Benefits | 106,044 | 111,513 | 127,526 | 127,526 | 127,526 | 183,203 | 210,987 | 55,676 | 43.7% |
| 31X | Supplies | 31,193 | 23,370 | 31,123 | 31,123 | 31,123 | 30,223 | 30,223 | (900) | -2.9% |
| 3XX | Other Opr Supplies | 15,198 | 13,813 | 21,377 | 27,377 | 27,377 | 27,377 | 28,377 | - | 0.0% |
| 41X | Professional Srvs | 153,523 | 197,319 | 200,231 | 223,731 | 223,731 | 301,414 | 314,068 | 77,683 | 34.7% |
| 43X | Travel & Training | 5,856 | 3,144 | 5,672 | 5,672 | 5,672 | 7,472 | 8,072 | 1,800 | 31.7% |
| 47/42 | Utility & Comm | 133,255 | 135,004 | 177,915 | 177,915 | 177,915 | 265,589 | 200,026 | 87,674 | 49.3% |
| 48X | Repairs & Mtc | 29,191 | 28,381 | 49,625 | 49,625 | 49,625 | 56,625 | 56,625 | 7,000 | 14.1% |
| 497 | Association Dues | 400 | 400 | 450 | 450 | 450 | 450 | 450 | - | 0.0% |
| 4XX | Other Misc Exp | 90 | 5,283 | 100 | 100 | 100 | 100 | 100 | - | 0.0% |
| 51/3X | Intgvtl Services/Taxes | 78,229 | 78,106 | 83,585 | 83,585 | 83,585 | 96,585 | 96,585 | 13,000 | 15.6% |
| 600 | Capital Outlays | 27,716 | - | 6,000 | - | - | - | - | - | n/a |
| | ***Total Opr Expend*** | $ 1,115,616 | $ 1,121,455 | $ 1,246,663 | $ 1,270,163 | $ 1,270,163 | $ 1,621,448 | $ 1,640,360 | $ 351,284 | 27.7% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 111/1 | Temporary Help | 3,857 | 56,532 | - | 40,000 | 40,000 | - | - | (40,000) | -100.0% |
| 3XX | Other Opr Supplies | 5,042 | 12,547 | - | 15,000 | 15,000 | 1,180 | - | (13,820) | -92.1% |
| 41x | Professional Srvs | 14,240 | 40,996 | 10,000 | 40,022 | 40,022 | 25,000 | 40,000 | (15,022) | -37.5% |
| 51/3X | Intgvtl Services/Taxes | 11,116 | - | - | - | - | - | - | - | n/a |
| 600 | Capital Outlays | 330,282 | 420,273 | 225,598 | 460,274 | 404,874 | 382,670 | 443,500 | (77,604) | -16.9% |
| | ***Total Othr Fin Uses*** | $ 364,536 | $ 530,348 | $ 235,598 | $ 555,296 | $ 499,896 | $ 408,850 | $ 483,500 | $ (146,446) | -26.4% |
| | ***Total Expenditures*** | $ 1,480,152 | $ 1,651,803 | $ 1,482,261 | $ 1,825,459 | $ 1,770,059 | $ 2,030,298 | $ 2,123,860 | $ 204,838 | 11.2% |

# MANAGEMENT SERVICES INFORMATION TECHNOLOGY

**Responsible Manager:** ***Mehdi Sadri, Information Technology Manager***

## PERFORMANCE MEASURES:

| Type/Description | 2005 | 2006 | 2007 | 2008 |
|---|---|---|---|---|
| Workload Measures: | | | | |
| ***Data Processing*** | | | | |
| • New systems implementation | 3 | 3 | 3 | 3 |
| • Users served | 380 | 380 | 400 | 400 |
| • Personal computers (PCs) maintained | 360 | 360 | 380 | 380 |
| • Number of support calls received annually | 6,000 | 6,000 | 7,000 | 7,000 |
| • Number of applications maintained | 200 | 200 | 220 | 220 |
| • Number of Servers / LAN / WAN | 25 | 30 | 25 | 30 |
| ***Communication*** | | | | |
| • Number of phones operated and maintained | 375 | 375 | 380 | 380 |
| • Number of cellular phones operated and maintained. | 200 | 200 | 200 | 200 |
| • Number of pagers operated and maintained | 100 | 100 | 70 | 70 |
| • WEB site visits | 100,000 | 100,000 | 100,000 | 100,000 |
| • Number of radios maintained | 270 | 270 | 270 | 270 |
| ***GIS*** | | | | |
| • Number of map requests and analyses | 1,200 | 1,200 | 1,200 | 1,200 |
| • Number of coverage's being maintained | 100 | 100 | 100 | 100 |
| ***GAC/web*** | | | | |
| • Number of web pages maintained | 3,000 | 3,000 | 3,500 | 3,500 |
| • Number of Bulletin pages broadcasted | 400 | 400 | 400 | 400 |
| • Hours of TV broadcasting per day | 24 | 24 | 24 | 24 |
| • Number of Cable customer calls handled | 250 | 250 | 250 | 250 |
| Outcome Measures: | | | | |
| ***Data Processing*** | | | | |
| • Percent technical response within 2-4 hours | 95.0% | 95.0% | 97.0% | 97.0% |
| • Percent IT system up-time during normal business hours | 99.0% | 99.0% | 99.0% | 99.0% |
| ***Communication*** | | | | |
| • Percent communications up-time during normal business hours | 99.0% | 99.0% | 99.0% | 99.0% |
| ***GIS*** | | | | |
| • % of users who rate GIS system as meeting expectations | 99.0% | 99.0% | 99.0% | 99.0% |
| • Number of map requests by the public | 100 | 100 | 150 | 150 |

## PARKS RECREATION AND CULTURAL SERVICES

Donna Hanson
Director

1.0 FTE
Department Total 44.3 FTE

- Council Committee/Commission Support
- Department Direction
- Implement Parks, Recreation & Open Space Comprehensive Plan
- Intradepartmental Coordination
- Regional Issues and Involvement
- New Community Center Project Management

## DEPARTMENT SUPPORT

Mary Jaenicke
Administrative Assistant II

.8 FTE

- Director Support
- Department Support
- Council Committee Support
- Commission Support
- Customer Service

### MAINTENANCE & OPERATIONS DIVISION

Steve Ikerd
Parks and Facilities Manager

Administration: 2.0 FTE

- Director Support, Special Projects
- Parks Commission
- Division Administration
- Budget Development & Administration
- Park Maintenance & Operations

### PARK PLANNING

B. Sanders
Park Planning & Dev Coordinator

1.0 FTE

- New Community Center Project
- Contract Administration
- Comprehensive & Master Plans
- Acquisition
- Developer Plan Review
- Grant Writing
- Landscape Architecture Services
- Park Design/ Renovation
- Project Management

### RECREATION & CULTURAL SERVICES DIVISION

Mary Faber
Superintendent

Administration: 2.8 FTE

- Director Support, Special Projects
- Arts Commission
- Youth Commission
- Division Administration
- Budget Development & Administration
- New Community Center Planning & Management

#### PARK MAINTENANCE

11.0 FTE

- Athletic Field Maintenance
- Grounds Maintenance
- Open Space & Trails
- Park Renovation
- Recreation & Community Event Support
- Play Structures
- Neighborhood Parks
- Community Parks
- Contract Administration
- Volunteer Programs
- Concession Contracts
- Celebration Park

#### PROPERTY SERVICES

4.5 FTE

**Park Facility Maint:**

- Contract Management & Administration
- Urban Forestry
- Special Projects
- Volunteer Programs
- Turf Program
- Facility Maintenance

**Build & Furnishing:**

- Maintain City Offices
- Property Maintenance Management
- Facilities Security

#### RECREATION & CULTURAL SERVICES

16.7 FTE

- Community Center Operations
- Kenneth Jones Pool Operations
- Community Events & Arts
- Community Recreation
- Adult/Youth Athletics
- Senior Services
- Recreation Inc.
- Red, White & Blues Festival
- Health & Fitness
- Public Art Management
- Contract Administration
- Marketing & Promotions

#### DUMAS BAY & KNUTZEN FAMILY THEATRE DIVISION

4.5 FTE

- Conference & Retreat Rentals
- Business Rentals
- Theatre Rentals
- Cultural Arts Programs
- Facility Management
- Grounds Maintenance
- Contract Administration
- Marketing & Promotions

## PARKS, RECREATION AND CULTURAL SERVICES DEPARTMENT OVERVIEW

**Responsible Manager:** ***Donna Hanson, Director***

### 2005/2006 ACCOMPLISHMENTS

- Prepared new Parks, Recreation and Open Space Plan, a component of the City of Federal Way Comprehensive Plan
- Designed and constructed the new Community Center
- Lakota Park and Sacajawea Park Master Plans updated
- Began Updating Arts Commission Cultural Plan and Business Plan for the Knutzen Family Theatre (KFT)
- Finalized Business Plan for the new Community Center
- Began marketing, staff and customer service training plans for the new Community Center
- Completed BPA Trail Phase IV and Madrona Neighborhood Park Projects
- Constructed the Cedar Grove Park
- Constructed Parking Lot at Historical Cabins Park
- Introduced inclusive team sports such as volleyball, softball and soccer
- Began updates to the marketing/business plan for Dumas Bay Centre
- Completed design of a new boardwalk at West Hylebos Wetlands
- Design for renovation of Saghalie all-weather soccer field to artificial turf
- Applied for grants for Camp Kilworth, West Hylebos boardwalk, and Saghalie artificial turf. Received $250,000 for West Hylebos in 2005 grant round.
- Applied for and received Starbucks grant for Cedar Grove Park

### 2007/2008 KEY PROJECTS ANTICIPATED

- Complete and design renovation of Saghalie all-weather soccer field to artificial turf
- Park Impact Fee Study
- Dumas Bay Centre Phase II Site Restoration feasibility
- Annexation
- Complete and open the new Federal Way Community Center and provide expanded services and programs
- Obtain final funding and construct a new boardwalk at West Hylebos Wetlands
- Complete Arts Commission Cultural Plan and Business Plan for KFT
- Complete a marketing/business plan for Dumas Bay Centre and facility assessment
- De-accession of Kenneth Jones Pool and Klahee Lake Community Center
- Seek grant funding for CIP projects
- Construct maintenance building at Celebration Park
- Develop Park Maintenance Plan
- Potential purchase and site improvements for Camp Kilworth
- Planning for downtown public space
- Begin new programs for community gathering spaces and trail and pedestrian improvements
- Apply for grants for construction improvement project funds
- Develop standard operating procedures for maintenance division
- Develop standard operating procedures for maintenance Federal Way Community Center

## PARKS, RECREATION AND CULTURAL SERVICES DEPARTMENT OVERVIEW

**Responsible Manager:** ***Donna Hanson, Director***

### ADOPTED PROGRAM CHANGES:

| Description | Department Submitted | | | | | | Adopted | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | 2007 | | 2008 | | | | | 2007 | | 2008 | |
| | FTE | Fleet | 1-Time | Ongoing | 1-Time | Ongoing | | FTE | Fleet | 1-Time | Ongoing | 1-Time | Ongoing |
| AD-Reduce temp help, OT, travel/training, dues, etc. | - | - | - | (4,291) | - | (4,791) | Y | - | - | - | (4,291) | - | (4,791) |
| PL-Reduce Training, Consultants, Other | - | - | - | (916) | - | (644) | N | - | - | - | - | - | - |
| MT-Reduce Overtime | - | - | - | (6,000) | - | (6,000) | N | - | - | - | - | - | - |
| MT-Reduce Professional Services | - | - | - | (2,487) | - | (2,487) | Y | - | - | - | (2,487) | - | (2,487) |
| MT-Reduce Repairs & Maintenance | - | - | - | (23,255) | - | (24,299) | N | - | - | - | - | - | - |
| REC-Reduce Temp Help & Supplies | - | - | - | (2,500) | - | (2,500) | Y | - | - | - | (2,500) | - | (2,500) |
| REC-Reduce Lifeguard Hours | - | - | - | (750) | - | (750) | N | - | - | - | - | - | - |
| REC-Reduce Arts Comm Funding by 2% | - | - | - | (1,400) | - | (1,400) | N | - | - | - | - | - | - |
| REC-Implement Youth Athletic Field Rental Fees - Council removed. | - | - | - | (4,200) | - | (4,750) | N | - | - | - | - | - | - |
| REC-Increase Senior Svcs Fees by 2% | - | - | - | (440) | - | (440) | Y | - | - | - | (440) | - | (440) |
| REC-Increase Youth Athletic Field Light Fees by 2% | - | - | - | (1,600) | - | (1,600) | Y | - | - | - | (1,600) | - | (1,600) |
| REC-Incr Adult Athletic Field Rental Fees by 3% | - | - | - | (1,080) | - | (1,080) | Y | - | - | - | (1,080) | - | (1,080) |
| REC-Increase Rec Inc Fees by 2% | - | - | - | (850) | - | (850) | Y | - | - | - | (850) | - | (850) |
| REC-Increase Recreation Inc Donations | - | - | - | (5,500) | - | (5,500) | Y | - | - | - | (5,500) | - | (5,500) |
| REC-Increase Comm Event Donations | - | - | - | (500) | - | (500) | Y | - | - | - | (500) | - | (500) |
| REC-Incr Red White & Blues Event Fees | - | - | - | (500) | - | (500) | Y | - | - | - | (500) | - | (500) |
| REC-Incr Red White & Blues Donations | - | - | - | (500) | - | (500) | Y | - | - | - | (500) | - | (500) |
| REC-Adj Events/Arts Comm (Utax) | - | - | - | - | - | - | Y | - | - | - | - | - | - |
| BLDG-ReduceCustodial Contract | - | - | - | (8,772) | - | (8,816) | Y | - | - | - | (8,772) | - | (8,816) |
| **Subtotal Cost Reductions** | **-** | **-** | **$ -** | **$ (65,541)** | **$ -** | **$ (67,407)** | | **-** | **-** | **$ -** | **$ (29,020)** | **$ -** | **$ (29,564)** |
| MT-Field Lighting Controls | - | - | 42,500 | - | - | - | Y | - | - | 42,500 | - | - | - |
| MT-Add Facilities Maint Worker | 1.0 | - | 4,170 | 57,042 | - | 61,608 | N | - | - | - | - | - | - |
| MT-Park Upgrade & Replacement | - | - | 62,500 | - | - | - | Y | - | - | 5,325 | - | - | - |
| MT-Increase Seasonal Help | - | - | - | 40,800 | - | 40,800 | N | - | - | - | - | - | - |
| MT-Park Security Service | - | - | - | 16,000 | - | 16,000 | N | - | - | - | - | - | - |
| MT-New 3/4 Ton Truck | - | 1.0 | 25,000 | 3,000 | - | 6,679 | Y | - | 1.0 | 25,000 | 3,000 | - | 6,679 |
| MT-Volunteer Coordinator | 0.5 | - | 2,300 | 33,245 | - | 35,494 | N | - | - | - | - | - | - |
| MT-2 New Park Ranger Positions | 2.0 | 1.0 | 25,660 | 112,795 | - | 124,415 | N | - | - | - | - | - | - |
| MT-Convert Superintendent to Supervisor & Maintenace Worker I | 1.0 | - | 1,490 | 37,595 | - | 41,376 | Y | 1.0 | - | 1,490 | 37,595 | - | 41,376 |
| MT-M&O for Cedar Grove Park ($10K), French Lake Park ($12K), Madrona Park ($12K), Historic Cabins Park ($8K) | - | - | - | 42,000 | - | 42,000 | Y | 1.0 | - | - | 59,000 | - | 62,000 |
| REC-Add Athletics Assistant $25,070 funded by $10K decrease in temporary help and $15,070 revenue offset. | 0.5 | - | - | - | - | - | Y | 0.5 | - | - | - | - | - |
| REC-New Van, on-going cost funded by revenue increase. | - | - | 25,000 | - | - | 2,575 | Y | - | - | 25,000 | - | - | - |
| REC-Outdoor Cinema, $2500 in revenue | 0.1 | - | - | 15,175 | - | 15,175 | Y | - | - | 15,175 | - | 15,175 | - |
| REC-Increase Senior Svcs Coord to 1.0 FTE, Temp Help & Materials. CM recom $36.3K sal/ben only, offset by revenue increase. | 0.5 | - | - | 31,920 | - | 33,042 | Y | 0.5 | - | - | - | - | - |
| ARTS-Adjust Arts Comm Contract Funding for Utax Growth ($4K in 2007 and $7.75K in 2008)-CM Added | - | - | - | - | - | - | Y | - | - | - | - | - | - |
| BLDG-City Hall Seasonal Help | - | - | - | 28,400 | - | 28,400 | N | - | - | - | - | - | - |
| KFT-Tech Equip-Use Capital $23K | - | - | - | - | - | - | Y | - | - | - | - | - | - |
| REC-Increase Arts Commission Funding - Council Added | - | - | - | - | - | - | Y | - | - | 10,000 | - | 10,000 | - |
| **Subtotal Additions** | **5.6** | **2.0** | **$ 188,620** | **$ 417,972** | **$ -** | **$ 447,564** | | **3.0** | **1.0** | **$ 124,490** | **$ 99,595** | **$ 25,175** | **$ 110,055** |
| **Total - Parks, Rec, Cultural Svcs** | **5.6** | **2.0** | **$ 188,620** | **$ 352,431** | **$ -** | **$ 380,157** | | **3.0** | **1.0** | **$ 124,490** | **$ 70,575** | **$ 25,175** | **$ 80,491** |

## PARKS, RECREATION AND CULTURAL SERVICES DEPARTMENT OVERVIEW

**Responsible Manager:** ***Donna Hanson, Director***

### PROPOSITION 1 ADDITIONS:

| Description | Proposition 1 | | | | | |
|---|---|---|---|---|---|---|
| | | | 2007 | | 2008 | |
| | FTE | Fleet | 1-Time | Ongoing | 1-Time | Ongoing |
| Maintenance Worker 1 | 1.0 | 1.0 | 24,718 | 70,807 | - | 97,838 |
| **Total - Parks & Recreation** | **1.0** | **1.0** | **$ 24,718** | **$ 70,807** | **$ -** | **$ 97,838** |

### ADOPTED CAPITAL PROJECTS AND FUNDING SOURCES (DOLLARS IN THOUSANDS):

Priority 1 = Projects received or anticipated to receive substantial grants.
Priority 2 = Improvements to Existing Facilities.
Priority 3 = Trails and Sidewalks.
Priority 4 = Community Gathering Places.
Priority 5 = Open Space Planning.

| Priority | Description | Project Total ** | External/Prior Sources | | | Balance Needed | Adopted 2007-08 Allocations | | | | | | | Future Needs |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | Grant* | Mitigation | Prior Yr | | REET | Ut Tx | Fuel Tx | Other | Grants | Gen Fund | Total | |
| 2 | Annual Playground Repair and Replacement Program ** | 268 | - | - | - | 268 | 268 | - | - | - | - | - | 268 | - |
| 4 | BMX/ Bike Facility Study | 15 | - | - | 10 | 5 | - | - | - | - | - | - | - | 5 |
| 1 | Camp Kilworth -- Acquisition and Site Improvements | 3,450 | 1,400 | - | 1,550 | 500 | - | - | - | - | 500 | - | 500 | - |
| 4 | Community Gathering Spaces/Small CIP | 525 | - | 100 | - | 425 | - | - | - | - | - | - | - | 425 |
| 4 | Downtown Public Space and Pedestrian Connections | 130 | - | - | 95 | 35 | 35 | - | - | - | - | - | 35 | - |
| 2 | Dumas Bay Centre: Building Assessment and Upgrade | 819 | - | - | 259 | 560 | - | - | - | - | - | - | - | 560 |
| 2 | Dumas Bay Centre: Site Restoration--Phase II | 525 | 164 | - | 275 | 86 | - | - | - | - | - | - | - | 86 |
| 2 | Lakota Park Design and Redevelopment | 11,805 | 500 | - | 100 | 11,205 | - | - | - | - | - | - | - | 11,205 |
| 3 | Major Maintenance-Parks Facilities ** | 220 | - | - | - | 220 | 220 | - | - | - | - | - | 220 | - |
| 5 | Long Range Planning | 149 | - | 18 | - | 131 | - | - | - | 39 | - | - | 39 | 92 |
| 5 | Panther Lake Open Space: Feasibility Study and Master Plan | 92 | - | - | - | 92 | - | - | - | - | - | - | - | 92 |
| 2 | Sacajawea Park Design and Redevelopment | 9,731 | 1,000 | - | 75 | 8,656 | 415 | - | - | - | - | - | 415 | 8,241 |
| 1 | Saghalie Park Soccer Field--Artificial Turf Upgrade | 960 | - | 110 | 540 | 310 | - | - | - | - | 310 | - | 310 | - |
| 3 | Trail and Pedestrian Access Improvements | 450 | - | 30 | - | 420 | 140 | - | - | - | - | - | 140 | 280 |
| 1 | West Hylebos Wetlands Park Boardwalk Replacement | 1,450 | 678 | - | 200 | 573 | 273 | - | - | - | 300 | - | 573 | - |
| 5 | Poverty Bay Master Plan | 41 | - | - | - | 41 | - | - | - | - | - | - | - | 41 |
| | Total Parks Projects | $ 30,630 | $ 3,742 | $ 258 | $ 3,104 | $ 23,527 | $ 1,351 | $ - | $ - | $ 39 | $ 1,110 | $ - | $ 2,500 | 21,027 |

| | |
|---|---|
| City Capital Project Impact to M&O Added in 07/08 Operating Budget: | $ 192 |

* Existing resources including grants anticipated but not yet applied for or received.
** Project - Annual Playground Repair and Replacement Program are 07/08 amounts only.
** Project - Major Maintenance-Parks Facilities are 07/08 amounts only.

| Priority | Project | Project Total | Existing Sources | | | Balance Needed | Adopted 2007-08 Allocations | | | | | | Future Needs |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | Grant | Mitig. | Prior Yr | | REET | Ut Tx | Fuel Tx | Other | GFund | Total | |
| NA* | Performing Arts Center | $ 25,000 | $ - | $ - | $ - | $ 25,000 | $ - | $ - | $ - | $ - | $ - | $ - | $ 25,000 |
| NA* | Multipurpose Competitive Sports | 9,000 | - | - | - | 9,000 | - | - | - | - | - | - | 9,000 |
| NA* | Maintenance Facility | 4,500 | - | - | - | 4,500 | - | - | - | - | - | - | 4,500 |
| NA* | Annual Technology | 400 | - | - | - | 400 | - | - | - | - | - | - | 400 |
| Total Facilities Projects | | $ 38,900 | $ - | $ - | $ - | $ 38,900 | $ - | $ - | $ - | $ - | $ - | $ - | $ 38,900 |

## PARKS, RECREATION AND CULTURAL SERVICES DEPARTMENT OVERVIEW

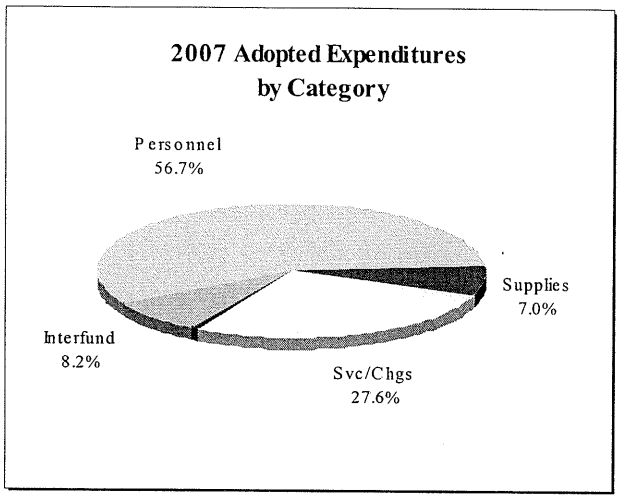
**Responsible Manager:** ***Donna Hanson, Director***

### DEPARTMENT POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| Parks, Rec & Cul Svs Director | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 58A |
| Parks & Facilities Manager | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 50 |
| Rec & Cultural Svcs Superintendent | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 46 |
| Property Services Manager | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | - | - | 39 |
| Community Center Supervisor | - | - | - | - | - | 1.0 | 1.0 | 36 |
| Park & Facilities Supervisor | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 2.0 | 2.0 | 36 |
| Park Planning & Dev Coordinator | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 36 |
| Recreation Supervisor | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 36 |
| Aquatics Coordinator II-Aquatics | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 33 |
| Recreation Coordinator | 3.8 | 3.8 | 3.8 | 3.8 | 3.8 | 3.8 | 3.8 | 30 |
| Dumas Bay Coordinator | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 30 |
| Facilities Services Coordinator | - | - | - | - | - | 1.0 | 1.0 | 30 |
| Pool Operator/Maintenance | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | - | - | 26m |
| Custodial/Maintenance Specialist | - | - | - | - | - | 3.0 | 3.0 | 26m |
| Maintenance Worker II | 2.0 | 2.0 | 2.0 | 2.0 | 2.0 | 2.0 | 2.0 | 24m |
| Aquatics Assistant Coordinator | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 2.0 | 2.0 | 23 |
| Chef/Kitchen Supervisor | - | - | - | 1.0 | 1.0 | 1.0 | 1.0 | 23 |
| Fitness/Athletics Coordinator | - | - | - | - | - | 1.0 | 1.0 | 23 |
| Administrative Assistant II | 0.8 | 0.8 | 0.8 | 0.8 | 0.8 | 0.8 | 0.8 | 21 |
| Maintenance Worker I | 8.5 | 8.5 | 8.5 | 8.5 | 8.5 | 11.5 | 11.5 | 20m |
| Administrative Assistant I | 3.0 | 2.8 | 2.8 | 2.8 | 2.8 | 3.0 | 3.0 | 18 |
| Building Supervisor | - | - | - | - | - | 1.2 | 1.2 | 14 |
| Athletics Assistant | - | - | - | - | - | 0.5 | 0.5 | 14 |
| Office Technician II | 0.8 | 0.8 | 0.8 | 0.8 | 0.8 | 3.0 | 3.0 | 14 |
| Theatre Technician | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 14 |
| ***Total Regular Staffing*** | 30.4 | 30.2 | 30.2 | 31.2 | 31.2 | 44.3 | 44.3 | |
| ***Change from prior year*** | - | (0.2) | - | 1.0 | 1.0 | 13.1 | - | |
| One-Time Funded Positions | - | 0.2 | 0.2 | 0.2 | 0.2 | - | - | |
| Grand Total Staffing | 30.4 | 30.4 | 30.4 | 31.4 | 31.4 | 44.3 | 44.3 | |

## PARKS, RECREATION AND CULTURAL SERVICES DEPARTMENT OVERVIEW
**Responsible Manager:** ***Donna Hanson, Director***

### PURPOSE/DESCRIPTION:
The Parks, Recreation & Cultural Services (PRCS) Department consists of four divisions: Administration, Maintenance and Operations, Recreation & Cultural Services, and Park Planning. The Department also administers the two enterprise operations -- Dumas Bay Centre, and Knutzen Family Theatre. The Department's mission is to enrich community life through the provision and stewardship of parks, leisure and cultural experiences.




### GOALS/OBJECTIVES:
- Provide cost-effective quality recreation and cultural programs to meet the needs of all ages, interests and abilities.
- Provide a high quality of maintenance for all park areas and facilities.
- Plan and implement ongoing acquisition and development of parks to meet the goals and objectives outlined in the Park Plan updated in 2006.
- Promote ongoing public involvement through commissions, volunteers, public outreach and surveys.
- Manage the maintenance and operation of all City buildings and structures.
- Promote a culture of teamwork and public service in all parks, recreation, and cultural activities.

### DEPARTMENT SUMMARY:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Expenditure Summary:*** | | | | | | | | | | |
| 310 | Administration | $ 288,411 | $ 258,059 | $ 275,166 | $ 275,933 | $ 295,979 | $ 289,728 | $ 301,139 | $ 13,795 | 5.0% |
| 33X | Maintenance | 1,889,213 | 1,871,887 | 1,845,623 | 1,903,316 | 1,919,822 | 2,251,345 | 2,336,116 | 348,029 | 18.3% |
| 35X | General Recreation* | 1,547,401 | 1,576,250 | 1,703,323 | 1,616,231 | 1,545,747 | 1,115,018 | 1,143,109 | (501,213) | -31.0% |
| | ***General Fund Oper*** | $ 3,725,026 | $ 3,706,195 | $ 3,824,112 | $ 3,795,480 | $ 3,761,548 | $ 3,656,091 | $ 3,780,364 | $ (139,389) | -3.7% |
| 111 | New Comm Center | - | - | - | - | - | 1,681,288 | 1,901,761 | 1,681,288 | n/a |
| | ***New Comm Center Oper*** | $ - | $ - | $ - | $ - | $ - | $ 1,681,288 | $ 1,901,761 | $ 1,681,288 | n/a |
| 402 | Dumas Bay Centre | 484,372 | 478,294 | 533,398 | 534,628 | 453,073 | 518,363 | 530,413 | (16,265) | -3.0% |
| 402 | Knutzen Theatre | 202,397 | 168,945 | 201,720 | 201,720 | 201,662 | 205,236 | 210,940 | 3,515 | 1.7% |
| 505 | Bldg & Furnishings | 353,602 | 448,931 | 374,655 | 474,655 | 474,655 | 435,950 | 433,494 | (38,705) | -8.2% |
| | ***Enterprise Fund Oper*** | $ 1,040,371 | $ 1,096,171 | $ 1,109,774 | $ 1,211,004 | $ 1,129,391 | $ 1,159,549 | $ 1,174,847 | $ (51,455) | -4.2% |
| | ***Subtotal Operating Exp*** | $ 4,765,397 | $ 4,802,367 | $ 4,933,885 | $ 5,006,483 | $ 4,890,939 | $ 6,496,927 | $ 6,856,972 | $ 1,490,444 | 29.8% |
| 310 | Administration | 32,159 | 218 | - | 312 | 312 | - | - | (312) | -100.0% |
| 33X | Maintenance | 17,588 | 83,120 | 30,000 | 145,053 | 144,953 | 99,033 | - | (46,020) | -31.7% |
| 35X | General Recreation* | 147,476 | 161,530 | 10,000 | 216,393 | 216,385 | 53,587 | 31,672 | (162,806) | -75.2% |
| | ***Subtotal Gen Fund 1-*** | 197,224 | 244,868 | 40,000 | 361,758 | 361,650 | 152,620 | 31,672 | (209,138) | -57.8% |
| 111 | New Comm Center | - | - | - | - | 76,500 | 58,276 | - | 58,276 | n/a |
| 402 | Dumas Bay Centre | - | 8,541 | 400,000 | 769,395 | 769,395 | - | - | (769,395) | -100.0% |
| 402 | Knutzen Theatre | 12,369 | - | - | 37,162 | 37,162 | - | - | (37,162) | -100.0% |
| 505 | Bldg & Furnishings | 12,629 | - | - | 150,000 | 150,000 | 18,900 | - | (131,100) | -87.4% |
| | ***Total 1-Time Exp*** | $ 222,223 | $ 253,409 | $ 440,000 | $ 1,318,315 | $ 1,394,707 | $ 229,796 | $ 31,672 | $ (1,088,519) | -82.6% |
| | ***Total Parks & Rec*** | $ 4,987,620 | $ 5,055,776 | $ 5,373,885 | $ 6,324,798 | $ 6,285,646 | $ 6,726,723 | $ 6,888,644 | $ 401,925 | 6.4% |

* Includes Kenneth Jones Pool activity for Years 2004 through 2006. Beginning in 2007, pool operations are part of Community Center.

## PARKS, RECREATION AND CULTURAL SERVICES DEPARTMENT OVERVIEW

**Responsible Manager:** ***Donna Hanson, Director***

### HIGHLIGHTS/CHANGES:

The department's adopted operating budget totals $6,496,927 and $6,856,972 in 2007 and 2008 respectively, and is $1,490,444 above the adjusted 2006 operating budget because of the new Community Center. Major program changes include: the opening of 72,500 sq. ft. Community Center in early 2007 to include three gymnasiums, swimming pools, community meeting rooms, fitness rooms, classrooms, and preschool and childcare. Other changes include: increases in fees of approximately 2% for certain programs, increase from .5 to 1FTE for Senior program coordinator in the new community center, reductions in travel, custodial contracts, and professional services contracts, the addition of the new outdoor cinema summer program, a reduction in a management level position to create an additional entry level maintenance worker, and one additional maintenance worker for the maintenance of four newly developed park properties. Proposition 1 Police and Community Safety increased the budget by $95,525 and $97,838 in 2007 and 2008.

### REVENUE AND EXPENDITURE SUMMARY:

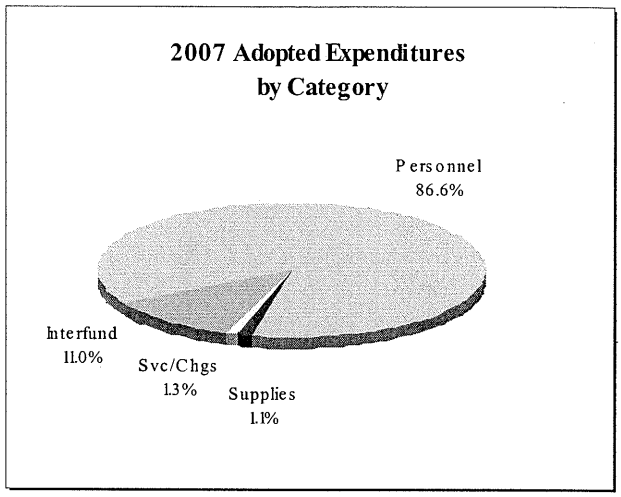
| | | 2004 | 2005 | 2006 | | | 2007 | 2008 | 07 Adopt - 06 Adj | |
|---|---|---|---|---|---|---|---|---|---|---|
| Code | Item | Actual | Actual | Adopted | Adjusted | Year-end | Adopted | Adopted | $ Chg | % Chg |
| ***Revenue Summary:*** | | | | | | | | | | |
| 3XX | General Gov't | $ 2,549,359 | $ 2,871,090 | $ 2,332,588 | $ 2,575,396 | $ 2,623,017 | $ 2,719,744 | $ 2,711,415 | $ 144,348 | 5.6% |
| 35X | General Recreation Fees | 648,383 | 283,265 | 760,085 | 760,085 | 688,525 | 733,170 | 734,620 | (26,915) | -3.5% |
| 353 | K Jones Memorial Pool | 192,344 | 196,650 | 208,000 | 208,000 | 193,000 | - | - | (208,000) | -100.0% |
| 111 | New Community Center | - | - | - | - | - | 1,281,937 | 1,663,407 | 1,281,937 | n/a |
| 397 | Transfer In-Gen Fund | - | - | - | - | - | 30,000 | - | 30,000 | n/a |
| 397 | Transfer In-UtilityTax | 621,063 | 679,167 | 664,962 | 736,802 | 737,840 | 980,218 | 1,033,608 | 243,416 | 33.0% |
| 397 | Transfer In-Capital Proj. | - | - | - | - | 76,500 | 173,805 | - | 173,805 | n/a |
| 402 | Dumas Bay Centre | 622,986 | 467,160 | 922,398 | 922,398 | 878,851 | 510,529 | 521,711 | (411,869) | -44.7% |
| 402 | Knutzen Theatre | 79,966 | 72,507 | 101,720 | 86,720 | 87,973 | 77,745 | 77,955 | (8,975) | -10.3% |
| 505 | Interfund Srvs Chg | 366,710 | 548,931 | 374,656 | 524,656 | 524,656 | 439,722 | 442,310 | (84,934) | -16.2% |
| 505 | User Charges-Resv | 53,270 | 87,294 | 53,271 | 53,271 | 88,604 | 84,832 | 82,178 | 31,561 | 59.2% |
| | ***Total Revenues*** | $ 5,134,080 | $ 5,206,065 | $ 5,417,680 | $ 5,867,328 | $ 5,898,966 | $ 7,031,702 | $ 7,267,204 | $ 1,164,374 | 19.8% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries & Wages | $ 1,584,390 | $ 1,592,658 | $ 1,672,380 | $ 1,663,050 | $ 1,663,050 | $ 2,179,076 | $ 2,288,573 | $ 516,027 | 31.0% |
| 111/1 | Temporary Help | 502,339 | 523,292 | 438,011 | 438,011 | 419,182 | 751,313 | 823,493 | 313,302 | 71.5% |
| 120 | Overtime | 32,828 | 19,790 | 25,211 | 25,211 | 22,661 | 27,435 | 27,635 | 2,224 | 8.8% |
| 200 | Benefits | 484,816 | 523,013 | 515,317 | 518,943 | 518,943 | 727,678 | 831,872 | 208,735 | 40.2% |
| 310 | Supplies | 163,081 | 216,046 | 171,057 | 171,057 | 239,069 | 324,089 | 331,328 | 153,032 | 89.5% |
| 36X | Mtc Supplies | 15,879 | 20,419 | 28,555 | 28,555 | 28,305 | 31,305 | 31,305 | 2,750 | 9.6% |
| 3XX | Other Opr Supplies | 41,924 | 54,011 | 60,181 | 59,573 | 56,238 | 96,300 | 93,250 | 36,727 | 61.7% |
| 41X | Professional Srvs | 556,591 | 411,846 | 675,684 | 582,796 | 429,082 | 517,773 | 528,922 | (65,023) | -11.2% |
| 43X | Travel & Training | 22,477 | 16,487 | 24,515 | 24,515 | 25,199 | 27,740 | 30,164 | 3,225 | 13.2% |
| 47/42X | Util & Comm | 499,577 | 589,906 | 516,739 | 582,627 | 582,294 | 692,258 | 705,919 | 109,631 | 18.8% |
| 48X | Repairs & Mtc | 194,249 | 241,114 | 219,789 | 294,789 | 282,239 | 442,664 | 452,034 | 147,875 | 50.2% |
| 497 | Association Dues | 5,950 | 6,190 | 3,730 | 3,730 | 6,440 | 4,535 | 4,610 | 805 | 21.6% |
| 4XX | Other Misc Exp | 129,784 | 98,442 | 88,800 | 88,800 | 79,915 | 105,625 | 115,175 | 16,825 | 18.9% |
| 51/3X | Intgvtl Srvs/Taxes | 18,778 | 8,512 | 11,121 | 11,121 | 13,051 | 11,375 | 11,500 | 254 | 2.3% |
| 552 | Interfund Contrib | 15,434 | 12,090 | - | - | - | - | - | - | n/a |
| 600 | Capital Outlays | - | - | 1,000 | 1,000 | - | 26,625 | 23,000 | 25,625 | 2562.5% |
| 914 | DP M&O | 61,013 | 58,152 | 65,708 | 68,705 | 67,868 | 76,833 | 80,418 | 8,128 | 11.8% |
| 918 | GIS M&O | 16,958 | 12,980 | 17,085 | 17,085 | 17,074 | 27,636 | 28,482 | 10,551 | 61.8% |
| 920 | Tel M&O | 45,906 | 40,272 | 48,123 | 48,123 | 47,675 | 55,401 | 58,434 | 7,278 | 15.1% |
| 950 | Bldg M&O | 79,262 | 93,828 | 80,301 | 102,240 | 102,240 | 38,858 | 39,460 | (63,382) | -62.0% |
| 954 | Fleet M&O | 61,843 | 53,797 | 54,931 | 61,880 | 62,608 | 66,552 | 69,302 | 4,672 | 7.6% |
| 960 | Risk M&O | 47,056 | 21,884 | 41,524 | 48,035 | 47,939 | 64,060 | 69,249 | 16,025 | 33.4% |
| 990 | Mail M&O | 13,524 | 10,844 | 12,344 | 12,344 | 12,305 | 20,096 | 22,491 | 7,752 | 62.8% |
| 94X | Capital Contributions | 5,419 | 10,489 | 997 | - | - | - | - | - | n/a |
| 9XX | Replacement Reserves | 151,729 | 151,479 | 145,736 | 139,247 | 152,516 | 166,222 | 173,950 | 26,975 | 19.4% |
| 900 | Intfund Admin | 14,589 | 14,825 | 15,046 | 15,046 | 15,046 | 15,478 | 16,405 | 432 | 2.9% |
| | ***Total Opr Expend*** | $ 4,765,397 | $ 4,802,367 | $ 4,933,885 | $ 5,006,483 | $ 4,890,939 | $ 6,496,927 | $ 6,856,972 | 1,490,444 | 29.8% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 110 | Salaries & Wages | - | 8,137 | - | 8,194 | 8,194 | - | - | (8,194) | -100.0% |
| 111/1 | Temporary Help | 10,926 | 25,809 | - | 10,000 | 10,000 | 6,975 | 6,975 | (3,025) | -30.3% |
| 200 | Benefits | 1,480 | 6,130 | - | 2,301 | 2,301 | - | - | (2,301) | -100.0% |
| 31X | Supplies | - | 1,740 | - | 4,000 | 4,000 | 3,995 | 500 | (5) | -0.1% |
| 36X | Mtc Supplies | - | 2,441 | - | 3,500 | 3,500 | 100 | - | (3,400) | -97.1% |
| 3XX | Other Opr Supplies | 4,491 | 4,600 | - | 3,059 | 3,059 | 2,615 | - | (444) | -14.5% |
| 41X | Professional Srvs | 58,086 | 3,331 | 440,000 | 489,401 | 565,901 | 22,350 | 19,600 | (467,051) | -95.4% |
| 43X | Travel & Training | 2,516 | 159 | - | - | - | 470 | - | 470 | n/a |
| 47/42X | Util & Comm | - | - | - | - | - | 34,538 | - | 34,538 | n/a |
| 48x | Repairs & Mtc | 28,031 | - | - | 127,900 | 127,900 | 2,700 | - | (125,200) | -97.9% |
| 497 | Association Dues | - | - | - | - | - | 38 | - | 38 | n/a |
| 4XX | Other Misc Expense | 2,561 | 1,249 | - | - | - | 12,750 | 600 | 12,750 | n/a |
| 51/3X | Intgvtl Srvs/Taxes | - | - | - | - | - | 250 | - | 250 | n/a |
| 552 | Interfund Contrib | 100,000 | 190,000 | - | 100,000 | 100,000 | - | - | (100,000) | -100.0% |
| 600 | Capital Outlays | 12,629 | 5,440 | - | 506,557 | 506,557 | 117,385 | - | (389,172) | -76.8% |
| 9XX | Intfund Svc Pmts | 1,503 | 4,373 | - | 63,403 | 63,295 | 25,630 | 3,997 | (37,773) | -59.6% |
| | ***Total One-Time Exp*** | $ 222,223 | $ 253,409 | $ 440,000 | $ 1,318,315 | $ 1,394,707 | $ 229,796 | $ 31,672 | $ (1,088,519) | -82.6% |
| | ***Total Expenditures*** | $ 4,987,620 | $ 5,055,776 | $ 5,373,885 | $ 6,324,798 | $ 6,285,646 | $ 6,726,723 | $ 6,888,644 | $ 401,925 | 6.4% |

## PARKS, RECREATION AND CULTURAL SERVICES ADMINISTRATION

**Responsible Manager:** ***Donna Hanson, Parks, Recreation and Cultural Services Director***

### PURPOSE/DESCRIPTION:

The Administration Division is responsible for the overall coordination of the department and supervision of park planning, recreation, cultural services, and maintenance operations. It also provides leadership to meet its mission of providing quality recreation programs, park development, acquisition and stewardship of over 1,000 acres of parkland and five larger facilities. The Administration Division also provides support to the Parks, Recreation, and Public Safety Council Committee, Arts Commission, Parks and Recreation Commission and Youth Commission. Additionally it acts as the administrative office for customer inquiries and information distribution for all parks and recreation programs.




### GOALS/OBJECTIVES:

- Develop standard operating procedures for maintenance and Federal Way Community Center.
- Develop long term use and maintenance plans for Camp Kilworth.
- Continue planning and coordination of downtown public space with economic development efforts.
- Coordinate planning and implementation of park plans for new annexation areas.

### PERFORMANCE MEASURES:

| Type/Description | 2005 | 2006 | 2007 | 2008 |
|---|---|---|---|---|
| Workload Measures: | | | | |
| Number of commissions supported | 3 | 3 | 4 | 4 |
| Number of calls for information from constituents | 2,191 | 2,200 | 2,200 | 2,200 |
| Number of Capital Projects Managed | 9 | 8 | 12 | 12 |
| Outcome Measures: | | | | |
| Number of public meetings held (department wide) | 60 | 60 | 60 | 60 |
| Number of contracts administered (department wide). | 100 | 100 | 100 | 100 |
| Efficiency Measures: | | | | |
| Respond to requests for information (within 24 hours). | 100% | 100% | 100% | 100% |

### DIVISION SUMMARY:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Expenditure Summary:*** | | | | | | | | | | |
| 310 | Administration | $ 218,307 | $ 207,498 | $ 219,073 | $ 219,521 | $ 220,176 | $ 229,351 | $ 239,339 | $ 9,830 | 4.5% |
| 334 | Park Planning | 70,105 | 50,561 | 56,093 | 56,412 | 75,803 | 60,377 | 61,801 | 3,965 | 7.0% |
| | ***Total GF Opr Exp*** | $ 288,411 | $ 258,059 | $ 275,166 | $ 275,933 | $ 295,979 | $ 289,728 | $ 301,139 | $ 13,795 | 5.0% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 41X | Professional Srvs | 32,169 | - | - | - | - | - | - | - | n/a |
| 900 | Interfund Svc Payments | (10) | 218 | - | 312 | 312 | - | - | (312) | -100.0% |
| | ***Total One-Time Exp*** | $ 32,159 | $ 218 | $ - | $ 312 | $ 312 | $ - | $ - | $ (312) | -100.0% |
| | ***Total Expenditures*** | $ 320,571 | $ 258,277 | $ 275,166 | $ 276,245 | $ 296,291 | $ 289,728 | $ 301,139 | $ 13,483 | 4.9% |

### POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| Parks, Rec & Cul Svs Director | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 58A |
| Park Plannning & Dev Manager | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 36 |
| Adminstrative Assistant II | 0.8 | 0.8 | 0.8 | 0.8 | 0.8 | 0.8 | 0.8 | 21 |
| ***Total Regular Staffing*** | 2.8 | 2.8 | 2.8 | 2.8 | 2.8 | 2.8 | 2.8 | |
| ***Change from prior year*** | - | - | - | - | - | - | - | |
| Grand Total Staffing | 2.8 | 2.8 | 2.8 | 2.8 | 2.8 | 2.8 | 2.8 | |

## PARKS, RECREATION AND CULTURAL SERVICES ADMINISTRATION

**Responsible Manager:** ***Donna Hanson, Parks, Recreation and Cultural Services Director***

### HIGHLIGHTS/CHANGES:

The administration division's adopted budget for 2007/2008 is $289,728 and $301,139 respectively. This is a small increase of $13,795 or 5%. This budget includes reductions in travel, temporary help, training, dues and various line items. The expenses increased primarily in utilities, geographical information system (GIS) services and replacement reserves. There are no new full time equivalents (FTE) in this area.

### REVENUE AND EXPENDITURE SUMMARY:

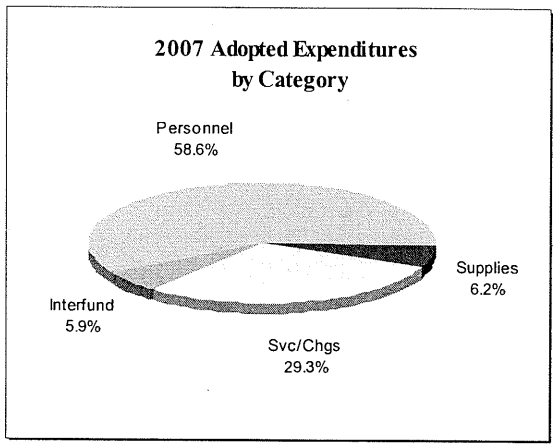
| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| 33X | General Gov't | $ 320,571 | $ 258,277 | $ 275,166 | $ 276,245 | $ 296,291 | $ 289,728 | $ 301,139 | $ 13,483 | 4.9% |
| | ***Total Revenues*** | $ 320,571 | $ 258,277 | $ 275,166 | $ 276,245 | $ 296,291 | $ 289,728 | $ 301,139 | $ 13,483 | 4.9% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries & Wages | 192,212 | 184,765 | 188,526 | 187,114 | 187,114 | 194,931 | 200,530 | 7,817 | 4.2% |
| 111/1 | Temporary Help | - | - | 1,655 | 1,655 | 20,855 | - | - | (1,655) | -100.0% |
| 120 | Overtime | - | - | 276 | 276 | 276 | - | - | (276) | -100.0% |
| 200 | Benefits | 41,014 | 45,547 | 47,944 | 48,633 | 48,633 | 55,954 | 62,255 | 7,321 | 15.1% |
| 31X | Supplies | 1,913 | 2,380 | 2,500 | 2,500 | 2,825 | 2,650 | 2,650 | 150 | 6.0% |
| 3XX | Other Opr Supplies | 193 | - | 460 | 460 | 260 | 460 | 460 | - | 0.0% |
| 41X | Professional Srvs | 20,579 | - | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 | - | 0.0% |
| 43X | Travel & Training | 1,501 | 389 | 2,575 | 2,575 | 2,065 | 565 | 565 | (2,010) | -78.1% |
| 47/42X | Util & Comm | 63 | - | 100 | 100 | 150 | 300 | 300 | 200 | 200.0% |
| 497 | Association Dues | 1,270 | 1,050 | 730 | 730 | 1,020 | 360 | 360 | (370) | -50.7% |
| 4XX | Other Misc Exp | 386 | 616 | 1,075 | 1,075 | 1,075 | 650 | 150 | (425) | -39.5% |
| 914 | DP M&O | 4,577 | 4,182 | 4,871 | 4,944 | 4,883 | 4,981 | 5,123 | 37 | 0.7% |
| 918 | GIS M&O | 5,244 | 3,846 | 5,077 | 5,077 | 5,074 | 8,222 | 8,548 | 3,145 | 61.9% |
| 920 | Tel M&O | 3,381 | 2,956 | 3,532 | 3,532 | 3,499 | 3,183 | 3,274 | (349) | -9.9% |
| 950 | Bldg M&O | 4,944 | 4,343 | 3,817 | 4,833 | 4,833 | 3,985 | 3,998 | (848) | -17.5% |
| 960 | Risk M&O | 4,475 | 2,016 | 3,825 | 4,425 | 4,416 | 4,371 | 4,371 | (54) | -1.2% |
| 990 | Mail M&O | 2,561 | 2,014 | 2,292 | 2,292 | 2,285 | 2,285 | 2,285 | (7) | -0.3% |
| 94X | Capital Contributions | 161 | - | 73 | - | - | - | - | - | n/a |
| 900 | Replacement Reserves | 3,936 | 3,956 | 3,838 | 3,712 | 4,716 | 4,831 | 4,270 | 1,119 | 30.1% |
| | ***Total Opr Expend*** | $ 288,411 | $ 258,059 | $ 275,166 | $ 275,933 | $ 295,979 | $ 289,728 | $ 301,139 | $ 13,795 | 5.0% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 41X | Professional Srvs | 32,169 | - | - | - | - | - | - | - | n/a |
| 900 | Interfund Svc Payments | (10) | 218 | - | 312 | 312 | - | - | (312) | -100.0% |
| | ***Total One-Time Exp*** | $ 32,159 | $ 218 | $ - | $ 312 | $ 312 | $ - | $ - | $ (312) | -100.0% |
| | ***Total Expenditures*** | $ 320,571 | $ 258,277 | $ 275,166 | $ 276,245 | $ 296,291 | $ 289,728 | $ 301,139 | $ 13,483 | 4.9% |

## PARKS, RECREATION AND CULTURAL SERVICES GENERAL RECREATION

**Responsible Manager:** ***Mary Faber, Superintendent***

### PURPOSE/DESCRIPTION:

The Recreation Division plans and implements a wide variety of recreation, athletic, and cultural programs, services and special events that provide activities that foster community spirit, build individual self-confidence and enhance the quality of life. In 2007 a new 72,500 sq ft recreation facility will open featuring aquatics, fitness, athletic facilities, community rental facilities, classrooms, and services for seniors. Recreation Division's other program areas include: Community Recreation, Recreation Inc., Youth and Adult Athletics, Community Events, Senior Services, Cultural Services, Community Center, Dumas Bay Centre, and Knutzen Family Theatre.




### GOALS/OBJECTIVES:

- Provide accessible recreation services for the community.
- Coordinate community events and holidays that provide opportunities for the community to celebrate and connect.
- Provide services to enhance the health and well being of our citizens.
- Provide recreation services to members of the community with special needs that are unmet.
- Provide spaces for the community to rent for business, performance, to celebrate special occasions.

### DIVISION SUMMARY:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Expenditure Summary:*** | | | | | | | | | | |
| 351 | Ath & Spec Svcs | $ 543,190 | $ 602,434 | $ 557,150 | $ 570,307 | $ 526,902 | $ 560,542 | $ 575,045 | $ (9,765) | -1.7% |
| 352 | Comm & Cult Svcs | 611,547 | 565,906 | 620,696 | 620,410 | 603,189 | 554,476 | 568,063 | (65,934) | -10.6% |
| 353 | Kenneth Jones Pool | 392,665 | 407,910 | 525,477 | 425,514 | 415,657 | - | - | (425,514) | -100.0% |
| | ***Total GF Recr Opr Exp*** | $ 1,547,401 | $ 1,576,250 | $ 1,703,323 | $ 1,616,231 | $ 1,545,747 | $ 1,115,018 | $ 1,143,109 | $ (501,213) | -31.0% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 351 | Ath & Spec Svcs | 22,476 | 10,261 | - | 13,356 | 13,078 | 25,456 | 1,999 | 12,101 | 90.6% |
| 352 | Comm & Cult Svcs | 25,000 | 1,269 | - | 102,757 | 103,307 | 28,131 | 29,674 | (74,626) | -72.6% |
| 353 | Kenneth Jones Pool | 100,000 | 150,000 | - | 100,281 | 100,000 | - | - | (100,281) | -100.0% |
| | ***Total One-Time Exp*** | $ 147,476 | $ 161,530 | $ - | $ 216,393 | $ 216,385 | $ 53,587 | $ 31,672 | $ (162,806) | -75.2% |
| | ***Total Expenditures*** | $ 1,694,878 | $ 1,737,781 | $ 1,703,323 | $ 1,832,624 | $ 1,762,132 | $ 1,168,605 | $ 1,174,781 | $ (664,019) | -36.2% |

* Includes Kenneth Jones Pool activity for Years 2004 through 2006. Beginning in 2007, pool operations are part of Community Center.

### POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| Rec & Cultural Svcs Superintendent | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 46 |
| Recreation Supervisor | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 36 |
| Aquatics Coordinator II-Aquatics | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | - | - | 33 |
| Recreation Coordinator | 2.8 | 2.8 | 2.8 | 2.8 | 2.8 | 2.8 | 2.8 | 30 |
| Pool Operator/Maintenance | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | - | - | 26m |
| Aquatics Assistant Coordinator | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | - | - | 23 |
| Administrative Assistant I | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 18 |
| Athletics Assistant | - | - | - | - | - | 0.5 | 0.5 | 14 |
| Office Technician II | 0.8 | 0.8 | 0.8 | 0.8 | 0.8 | 0.8 | 0.8 | 14 |
| ***Total Regular Staffing*** | 9.6 | 9.6 | 9.6 | 9.6 | 9.6 | 7.1 | 7.1 | |
| ***Change from prior year*** | 3.0 | - | - | - | - | (2.5) | - | |
| Grand Total Staffing | 9.6 | 9.6 | 9.6 | 9.6 | 9.6 | 7.1 | 7.1 | |

### PERFORMANCE MEASURES:

| Type/Description | 2005 | 2006 | 2007 | 2008 |
|---|---|---|---|---|
| Workload Measures: | | | | |
| Total Recreation & Cultural Services classes held | 1,249 | 1,250 | 1,200 | 1,200 |
| Total senior classes / drop-in services | 386 | 454 | 500 | 600 |
| Total Teen Participants | 850 | 700 | 900 | 900 |
| Outcome Measures: | | | | |
| Recovery ratio | 54.0% | 54.9% | 53.0% | 51.8% |
| Efficiency Measures: | | | | |
| Number of volunteer hours, Senior Services | 7,900 | 7,900 | 7,900 | 7,900 |
| Number of Recreation & Cultural Services enrollments | 10,005 | 9,500 | 10,000 | 10,000 |
| Number of Recreation & Cultural Services participant hours | 113,802 | 113,480 | 113,000 | 113,000 |

## PARKS, RECREATION AND CULTURAL SERVICES GENERAL RECREATION

**Responsible Manager:** ***Mary Faber, Superintendent***

### HIGHLIGHTS/CHANGES:

The Recreation & Cultural Services Division Budget includes Athletics and Special Services, Community Recreation and Cultural Services, Dumas Bay Centre and Knutzen Family Theatre. The adopted General Recreation operating budget for 2007/2008 is $1,115,018 and $1,143,109 respectively. This is a major decrease of $501,213 or 31.0% because of significant changes to our operations. The Klahanee Lake Community Center (KLCC) will be vacated and the Kenneth Jones Pool will close when the new Federal Way Community Center opens in early 2007. The new 72,500 sq ft facility will be located in Celebration Park. The building will include 3 gyms, fitness rooms, 2 pools, classrooms, community rooms and services for the seniors. General recreation classes will be held in the building as well as Community Center services such as classes, drop-in and extended user passes and rentals. Council increased 1-time funding for the Arts Commission by $10,000 for 2007 and 2008.

### REVENUE AND EXPENDITURE SUMMARY:

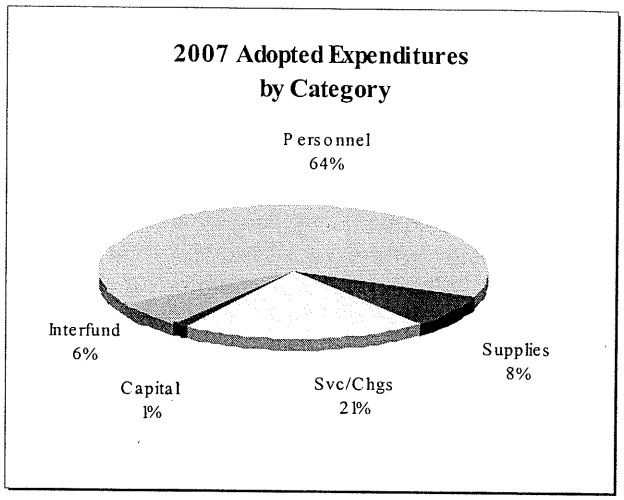
| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| | General Gov't | $ 553,830 | $ 896,605 | $ 427,761 | $ 546,744 | $ 557,951 | $ 435,438 | $ 440,160 | $ (111,306) | -20.4% |
| 35X | Recreation Fees | 648,383 | 283,265 | 760,085 | 760,085 | 688,525 | 733,170 | 734,620 | (26,915) | -3.5% |
| 353 | Kenneth Jones Pool | 192,344 | 196,650 | 208,000 | 208,000 | 193,000 | - | - | (208,000) | -100.0% |
| 397 | Utility Tax | 283,910 | 314,000 | 319,000 | 319,000 | 319,000 | - | - | (319,000) | -100.0% |
| | ***Total Revenues*** | $ 1,394,556 | $ 1,376,520 | $ 1,395,846 | $ 1,514,829 | $ 1,439,476 | $ 1,168,608 | $ 1,174,780 | $ (346,221) | -22.9% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries & Wages | 489,094 | 467,372 | 501,225 | 497,876 | 497,876 | 367,366 | 378,719 | (130,510) | -26.2% |
| 111/1 | Temporary Help | 308,493 | 288,191 | 284,143 | 284,143 | 236,114 | 165,123 | 165,123 | (119,020) | -41.9% |
| 120 | Overtime | 464 | 340 | 2,900 | 2,900 | 500 | 2,400 | 2,400 | (500) | -17.2% |
| 200 | Benefits | 171,028 | 184,629 | 163,060 | 164,405 | 164,405 | 118,217 | 130,345 | (46,188) | -28.1% |
| 31X | Supplies | 48,913 | 70,405 | 57,546 | 57,546 | 58,733 | 47,476 | 47,476 | (10,070) | -17.5% |
| 36X | Mtc Supplies | 9 | 479 | 750 | 750 | 500 | - | - | (750) | -100.0% |
| 3XX | Other Opr Supplies | 15,571 | 22,261 | 24,560 | 24,560 | 19,925 | 21,560 | 21,560 | (3,000) | -12.2% |
| 41X | Professional Srvs | 159,580 | 171,735 | 308,938 | 218,050 | 206,136 | 240,700 | 242,700 | 22,650 | 10.4% |
| 43X | Travel & Training | 8,752 | 10,219 | 13,091 | 13,091 | 15,265 | 10,081 | 10,081 | (3,010) | -23.0% |
| 47/42X | Util & Comm | 105,275 | 110,100 | 124,925 | 115,813 | 116,180 | 27,875 | 27,875 | (87,938) | -75.9% |
| 48X | Repairs & Mtc | 528 | 613 | 3,224 | 3,224 | 1,624 | 1,724 | 1,724 | (1,500) | -46.5% |
| 497 | Association Dues | 3,775 | 4,000 | 2,470 | 2,470 | 4,890 | 2,220 | 2,220 | (250) | -10.1% |
| 4XX | Other Misc Exp | 51,434 | 67,507 | 54,075 | 54,075 | 45,890 | 44,175 | 44,175 | (9,900) | -18.3% |
| 51/3X | Intgvtl Srvs/Taxes | 942 | 1,456 | 1,921 | 1,921 | 451 | 300 | 300 | (1,621) | -84.4% |
| 552 | Interfund Contributions | 15,434 | 12,090 | - | - | - | - | - | - | n/a |
| 914 | DP M&O | 36,255 | 32,969 | 38,584 | 38,991 | 38,516 | 18,089 | 18,589 | (20,902) | -53.6% |
| 918 | GIS M&O | 8,013 | 5,874 | 7,754 | 7,754 | 7,748 | 6,903 | 7,151 | (851) | -11.0% |
| 920 | Tel M&O | 17,344 | 15,163 | 18,121 | 18,121 | 17,952 | 8,947 | 9,176 | (9,174) | -50.6% |
| 950 | Bldg M&O | 47,415 | 55,997 | 47,770 | 60,863 | 60,863 | - | - | (60,863) | -100.0% |
| 954 | Fleet M&O | 4,541 | 3,945 | 4,028 | 4,537 | 4,591 | 4,192 | 6,778 | (345) | -7.6% |
| 960 | Risk M&O | 17,359 | 7,823 | 14,844 | 17,171 | 17,137 | 7,824 | 7,824 | (9,347) | -54.4% |
| 990 | Mail M&O | 9,041 | 7,109 | 8,092 | 8,092 | 8,067 | 6,783 | 6,783 | (1,309) | -16.2% |
| 94X | Capital Contributions | 4,495 | 10,489 | 407 | - | - | - | - | - | n/a |
| 900 | Replacement Reserves | 23,648 | 25,483 | 20,894 | 19,877 | 22,384 | 13,063 | 12,110 | (6,814) | -34.3% |
| | ***Total Opr Expend*** | $ 1,547,401 | $ 1,576,250 | $ 1,703,323 | $ 1,616,231 | $ 1,545,747 | $ 1,115,018 | $ 1,143,109 | $ (501,213) | -31.0% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 111/1 | Temporary Help | 10,926 | 3,978 | - | - | - | 6,975 | 6,975 | 6,975 | n/a |
| 200 | Benefits | 1,480 | 570 | - | - | - | - | - | - | n/a |
| 31X | Supplies | - | - | - | - | - | 500 | 500 | 500 | n/a |
| 3XX | Other Opr Supplies | 4,077 | 3,100 | - | - | - | - | - | - | n/a |
| 41x | Professional Srvs | 25,917 | 230 | 10,000 | 59,401 | 59,401 | 19,600 | 19,600 | (39,801) | -67.0% |
| 43X | Travel & Training | 2,516 | 159 | - | - | - | - | - | - | n/a |
| 4xx | Other Misc Exp | 2,561 | 1,249 | - | - | - | 600 | 600 | 600 | n/a |
| 552 | Interfund Contributions | 100,000 | 150,000 | - | 100,000 | 100,000 | - | - | (100,000) | -100.0% |
| 600 | Capital Outlays | - | - | - | - | - | 25,000 | - | 25,000 | n/a |
| 900 | Interfund Svc Pmts | - | 2,244 | - | 56,992 | 56,984 | 912 | 3,997 | (56,080) | -98.4% |
| | ***Total One-Time Exp*** | $ 147,476 | $ 161,530 | $ 10,000 | $ 216,393 | $ 216,385 | $ 53,587 | $ 31,672 | $ (162,806) | -75.2% |
| | ***Total Expenditures*** | $ 1,694,878 | $ 1,737,781 | $ 1,713,323 | $ 1,832,624 | $ 1,762,132 | $ 1,168,605 | $ 1,174,781 | $ (664,019) | -36.2% |

## PARKS, RECREATION AND CULTURAL SERVICES COMMUNITY CENTER

**Responsible Manager:** ***Mary Faber, Superintendent***

### PURPOSE/DESCRIPTION:

The Federal Way Community Center will open in 2007. The facility will feature three gyms, two pools, fitness area, climbing wall, senior lounge, sauna/steam rooms, classroom space and community rooms for rental use. The facility will include a single – use fee and a discounted fee for pass holders serve as a location for many general recreation classes and some community events.




### GOALS/OBJECTIVES:

- Provide a facility that promotes fitness and health.
- Provide spaces for rentals of large community- wide events and private rentals.
- Provide opportunities for new athletic events that promote economic development. Provide programs and services for seniors.

### POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| Community Center Supervisor | - | - | - | - | - | 1.0 | 1.0 | 36 |
| Aquatics Coordinator II-Aquatics | - | - | - | - | - | 1.0 | 1.0 | 33 |
| Facilities Services Coordinator | - | - | - | - | - | 1.0 | 1.0 | 30 |
| Custodial/Maintenance Specialist | - | - | - | - | - | 3.0 | 3.0 | 26m |
| Aquatics Assistant Coordinator | - | - | - | - | - | 2.0 | 2.0 | 23 |
| Fitness/Athletics Coordinator | - | - | - | - | - | 1.0 | 1.0 | 23 |
| Building Supervisor | - | - | - | - | - | 1.2 | 1.2 | 14 |
| Office Technician II | - | - | - | - | - | 2.2 | 2.2 | 14 |
| ***Total Regular Staffing*** | - | - | - | - | - | 12.4 | 12.4 | |
| ***Change from prior year*** | - | - | - | - | - | 12.4 | - | |
| Grand Total Staffing | - | - | - | - | - | 12.4 | 12.4 | |

### PERFORMANCE MEASURES:

| Type/Description | 2005 | 2006 | 2007 | 2008 |
|---|---|---|---|---|
| Workload Measures: | | | | |
| Number of operational hours | n/a | n/a | 4,356 | 4,356 |
| Number of birthday party rentals | n/a | n/a | 300 | 315 |
| Number of event rentals | n/a | n/a | 200 | 215 |
| Number of swim classes | n/a | n/a | 50 | 55 |
| Efficiency Measures: | | | | |
| Recovery Ratio | n/a | n/a | 76.2% | 87.5% |
| Efficiency Measures: | | | | |
| Number of passes sold | n/a | n/a | 4,200 | 4,000 |
| Number of enrollments | n/a | n/a | 600 | 600 |
| Number of participated attend | n/a | n/a | 250 | 300 |

## PARKS, RECREATION AND CULTURAL SERVICES COMMUNITY CENTER

**Responsible Manager:** ***Mary Faber, Superintendent***

### HIGHLIGHTS/CHANGES:

The Federal Way Community Center will open in 2007. The adopted operating budget for 2007/2008 is $1,681,288 and $1,901,761 respectively. The Klahanee Lake Community Center has been sold. The transitional budget for the migration from the old Klahanee Lake Community Center building is $76,500 in 2006 and $58,276 in 2007. The new Federal Way Community Center will house existing recreation programs and offer a daily and multi-use pass for use of the fitness, aquatics and athletic areas. Additionally, senior services will be offered at the Community Center and there will be spaces available for rental activities.

### REVENUE AND EXPENDITURE:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| 003 | New Comm Center | - | - | - | - | - | 1,281,937 | 1,663,407 | 1,281,937 | n/a |
| 001 | General Fund | - | - | - | - | - | 30,000 | - | 30,000 | n/a |
| 103 | Utility tax | - | - | - | - | - | 492,923 | 528,348 | 492,923 | n/a |
| 302 | Capital Projects | | | | | 76,500 | 173,805 | - | 173,805 | n/a |
| | ***Total Revenues*** | $ - | $ - | $ - | $ - | $ 76,500 | $ 1,978,665 | $ 2,191,755 | $ 1,978,665 | n/a |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries & Wages | - | - | - | - | - | 474,421 | 511,524 | 474,421 | n/a |
| 111/1 | Temporary Help | - | - | - | - | - | 412,468 | 483,290 | 412,468 | n/a |
| 120 | Overtime | - | - | - | - | - | 3,000 | 3,200 | 3,000 | n/a |
| 200 | Benefits | - | - | - | - | - | 187,719 | 234,371 | 187,719 | n/a |
| 31X | Supplies | - | - | - | - | - | 93,989 | 101,254 | 93,989 | n/a |
| 3XX | Other Opr Supplies | - | - | - | - | - | 34,100 | 32,000 | 34,100 | n/a |
| 41X | Professional Srvs | - | - | - | - | - | 49,399 | 56,092 | 49,399 | n/a |
| 43X | Travel & Training | - | - | - | - | - | 6,950 | 8,999 | 6,950 | n/a |
| 42X/47X | Util & Comm | - | - | - | - | - | 214,439 | 228,000 | 214,439 | n/a |
| 48X | Repairs & Mtc | - | - | - | - | - | 41,250 | 53,000 | 41,250 | n/a |
| 497 | Association Dues | - | - | - | - | - | 1,425 | 1,500 | 1,425 | n/a |
| 4XX | Other Misc Exp | - | - | - | - | - | 34,950 | 45,000 | 34,950 | n/a |
| 51/3X | Intgvtl Srvs/Taxes | - | - | - | - | - | 1,875 | 2,000 | 1,875 | n/a |
| 600 | Capital Outlays | - | - | - | - | - | 20,625 | 22,000 | 20,625 | n/a |
| 914 | DP M&O | - | - | - | - | - | 28,803 | 31,034 | 28,803 | n/a |
| 918 | GIS M&O | - | - | - | - | - | 7,404 | 7,404 | 7,404 | n/a |
| 920 | Tel M&O | - | - | - | - | - | 15,674 | 17,708 | 15,674 | n/a |
| 954 | Fleet | - | - | - | - | - | 405 | 405 | 405 | n/a |
| 960 | Risk | - | - | - | - | - | 25,147 | 30,336 | 25,147 | n/a |
| 990 | Mail | - | - | - | - | - | 8,675 | 11,070 | 8,675 | n/a |
| 900 | Replacement Reserves | - | - | - | - | - | 18,570 | 21,574 | 18,570 | n/a |
| | ***Total Expenditures*** | $ - | $ - | $ - | $ - | $ - | $ 1,681,288 | $ 1,901,761 | $ 1,681,288 | n/a |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 31X | Supplies | - | - | - | - | - | 3,495 | - | 3,495 | n/a |
| 36X | Mtc Supplies | - | - | - | - | - | 100 | - | 100 | n/a |
| 3XX | Other Opr Supplies | - | - | - | - | - | 1,785 | - | 1,785 | n/a |
| 41X | Professional Srvs | - | - | - | - | 76,500 | 2,750 | - | 2,750 | n/a |
| 43X | Travel & Training | - | - | - | - | - | 470 | - | 470 | n/a |
| 42X/47X | Util & Comm | - | - | - | - | - | 34,538 | - | 34,538 | n/a |
| 48X | Repairs & Maint | - | - | - | - | - | 2,700 | - | 2,700 | n/a |
| 497 | Association Dues | - | - | - | - | - | 38 | - | 38 | n/a |
| 4XX | Other Misc Expense | - | - | - | - | - | 12,150 | - | 12,150 | n/a |
| 51/3X | Intgvtl Srvs/Taxes | - | - | - | - | - | 250 | - | 250 | n/a |
| | ***Total One-Time Exp*** | $ - | $ - | $ - | $ - | $ 76,500 | $ 58,276 | $ - | $ 58,276 | n/a |
| | ***Total Expenditures*** | $ - | $ - | $ - | $ - | $ 76,500 | $ 1,739,564 | $ 1,901,761 | $ 1,739,564 | n/a |

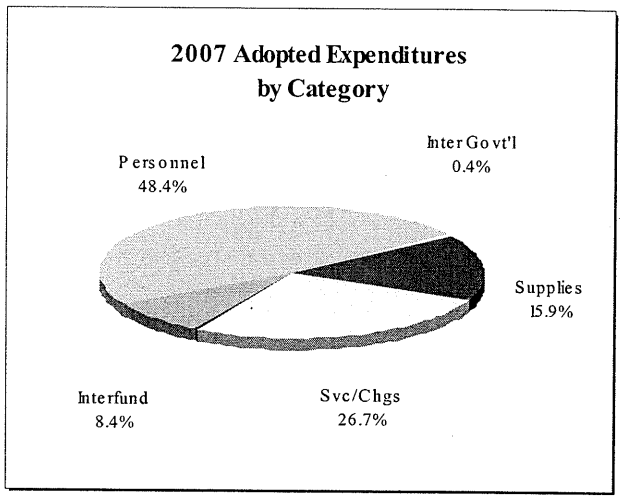
## PARKS, RECREATION AND CULTURAL SERVICES DUMAS BAY CENTRE

**Responsible Manager:** ***Mary Faber, Superintendent***

### PURPOSE/DESCRIPTION:

Dumas Bay Centre is operated as an enterprise fund. The multi-use facility offers business and retreat overnight and day use accommodations, rentals for events such as weddings and family celebrations. A 12 acre passive use park and beach is located on the site and is managed by Dumas Bay Centre staff.

The facility also provides space to Knutzen Family Theatre on the main level and Recreation and Cultural Services classes on the lower level of the building.




### GOALS/OBJECTIVES:

- Provide a regional conference and retreat center that enhances economic development.
- Manage the Dumas Bay Park property as a passive use park.
- Manage food service operation and increase awareness and revenue.

### PERFORMANCE MEASURES:

| Type/Description | 2005 | 2006 | 2007 | 2008 |
|---|---|---|---|---|
| Workload Measures: | | | | |
| Number of use days | 144 | 230 | 235 | 235 |
| Number of overnight stays | 215 | 220 | 230 | 230 |
| Number of non-charged users | 10 | 10 | 10 | 10 |
| Outcome Measures: | | | | |
| Revenue generated | $443,967 | $473,715 | $494,793 | $505,975 |
| Recovery ratio | 95.4% | 103.1% | 100% | 100% |
| Efficiency Measures: | | | | |
| Number of contracts managed | 4 | 4 | 4 | 4 |
| Number of retreats | 110 | 110 | 110 | 110 |

### POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| Dumas Bay Coordinator | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 30 |
| Chef/Kitchen Supervisor | - | - | - | 1.0 | 1.0 | 1.0 | 1.0 | 23 |
| Administrative Assistant I | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 18 |
| ***Total Regular Staffing*** | 2.0 | 2.0 | 2.0 | 3.0 | 3.0 | 3.0 | 3.0 | |
| ***Change from prior year*** | - | - | - | 1.0 | 1.0 | - | - | |
| Grand Total Staffing | 2.0 | 2.0 | 2.0 | 3.0 | 3.0 | 3.0 | 3.0 | |

## PARKS, RECREATION AND CULTURAL SERVICES DUMAS BAY CENTRE

**Responsible Manager:** ***Mary Faber, Superintendent***

### HIGHLIGHTS/CHANGES:

The adopted Dumas Bay Centre budget for 2007/2008 is $518,363 and $530,413 respectively. The operating budget reflects a decrease of $16,265 or 3.0%. The adopted Centre's revenues of $510,529 will be balanced against the expenses of $518,363 for a recovery ratio of 98.5%. Utility and professional services increases are due to market increases. Beginning in 1999 the Centre has operated without general fund subsidy with the exception of 2003. In 2003 the Centre recovered 95% of expenses. The slow economy led to a number of rental cancellations as the business market declined. The deficit was balanced with capital improvement and maintenance funds that are incurred during years that the revenues exceed expenditures. In 2005 the Centre took over food service operations in an effort to control cost and enhance revenue. In 2006 a number of large conference rentals were booked and the Centre is beginning to experience an increase in the market. In 2007 and 2008 the City will conduct a business and feasibility study of Dumas Bay Centre.

### REVENUE AND EXPENDITURE SUMMARY:

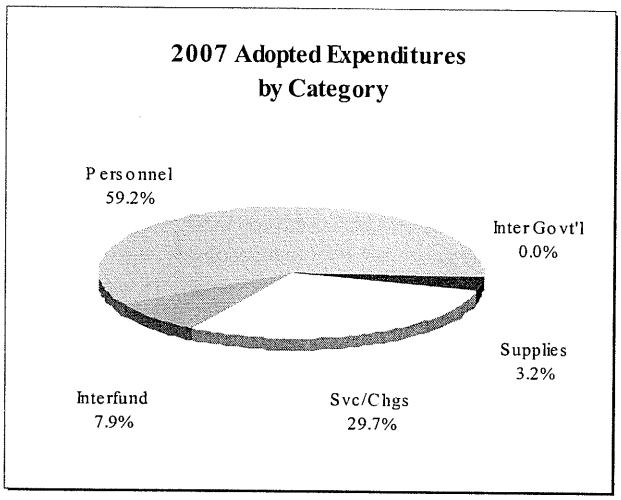
| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| 402 | Interest Earnings | $ 6,133 | $ 14,488 | $ 3,800 | $ 3,800 | $ 4,400 | $ 4,000 | $ 4,000 | $ 200 | 5.3% |
| 402 | Miscellaneous | 6,019 | 8,705 | 11,736 | 11,736 | 11,736 | 11,736 | 11,736 | - | 0.0% |
| 402 | Dumas Bay Centre | 490,834 | 443,967 | 517,862 | 517,862 | 473,715 | 494,793 | 505,975 | (23,069) | -4.5% |
| 402 | Grant Revenues | - | - | 389,000 | 389,000 | 389,000 | - | - | (389,000) | -100.0% |
| 402 | Transfer Ins | 120,000 | - | - | - | - | - | - | - | n/a |
| | ***Total Revenues*** | $ 622,986 | $ 467,160 | $ 922,398 | $ 922,398 | $ 878,851 | $ 510,529 | $ 521,711 | $ (411,869) | -44.7% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries & Wages | 87,759 | 136,323 | 123,360 | 123,360 | 123,360 | 164,656 | 172,479 | 41,296 | 33.5% |
| 111/1 | Temporary Help | 18,459 | 37,658 | 31,000 | 31,000 | 41,000 | 42,509 | 43,849 | 11,509 | 37.1% |
| 120 | Overtime | - | - | 150 | 150 | - | 150 | 150 | - | 0.0% |
| 200 | Benefits | 21,916 | 34,414 | 28,201 | 28,201 | 28,201 | 43,583 | 49,357 | 15,382 | 54.5% |
| 31X | Supplies | 9,118 | 47,330 | 10,850 | 10,850 | 77,850 | 77,650 | 77,650 | 66,800 | 615.7% |
| 36X | Mtc Supplies | - | - | 200 | 200 | 200 | 200 | 200 | - | 0.0% |
| 3XX | Other Opr Supplies | 333 | 4,828 | 2,500 | 2,500 | 3,750 | 4,750 | 3,750 | 2,250 | 90.0% |
| 41X | Professional Srvs | 246,932 | 119,541 | 215,000 | 213,000 | 68,200 | 68,000 | 68,000 | (145,000) | -68.1% |
| 43X | Travel & Training | 934 | 1,331 | 1,380 | 1,380 | 900 | 1,650 | 1,650 | 270 | 19.6% |
| 47/42X | Util & Comm | 30,621 | 32,880 | 36,400 | 36,400 | 36,050 | 36,300 | 36,300 | (100) | -0.3% |
| 48X | Repairs & Mtc | 16,006 | 23,038 | 33,000 | 33,000 | 19,000 | 25,000 | 22,245 | (8,000) | -24.2% |
| 497 | Association Dues | - | - | 100 | 100 | 100 | 100 | 100 | - | 0.0% |
| 4XX | Other Misc Exp | 6,205 | 7,386 | 7,850 | 7,850 | 7,150 | 7,150 | 7,150 | (700) | -8.9% |
| 51/3X | Intgvtl Srvs/Taxes | 8,754 | (2,097) | 2,200 | 2,200 | 4,800 | 2,200 | 2,200 | - | 0.0% |
| 600 | Capital Outlays | - | - | 1,000 | 1,000 | - | 1,000 | 1,000 | - | 0.0% |
| 914 | DP M&O | 7,300 | 8,960 | 8,395 | 10,537 | 10,409 | 10,618 | 10,921 | 81 | 0.8% |
| 918 | GIS M&O | 843 | 964 | 1,240 | 1,240 | 1,239 | 1,489 | 1,568 | 249 | 20.1% |
| 920 | Tel M&O | 6,716 | 5,941 | 7,098 | 7,098 | 7,032 | 7,132 | 7,314 | 34 | 0.5% |
| 960 | Risk M&O | 7,667 | 4,133 | 7,843 | 9,073 | 9,055 | 8,963 | 8,963 | (110) | -1.2% |
| 990 | Mail M&O | 886 | 453 | 516 | 516 | 514 | 514 | 514 | (2) | -0.4% |
| 94X | Capital Contributions | 263 | - | 142 | - | - | - | - | - | n/a |
| 900 | Replacement Reserves | 2,363 | 3,731 | 3,321 | 3,321 | 2,611 | 2,751 | 2,297 | (570) | -17.2% |
| 900 | Intfund Svc Pmts | 11,298 | 11,481 | 11,652 | 11,652 | 11,652 | 11,998 | 12,756 | 346 | 3.0% |
| | ***Total Opr Expend*** | $ 484,372 | $ 478,294 | $ 533,398 | $ 534,628 | $ 453,073 | $ 518,363 | $ 530,413 | $ (16,265) | -3.0% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 41X | Professional Services | - | 3,101 | 400,000 | 400,000 | 400,000 | - | - | (400,000) | -100.0% |
| 600 | Capital Outlays | - | 5,440 | - | 369,395 | 369,395 | - | - | (369,395) | -100.0% |
| 900 | Interfund Svc Payments | - | - | - | - | - | - | - | - | n/a |
| | ***Total One-Time Exp*** | $ - | $ 8,541 | $ 400,000 | $ 769,395 | $ 769,395 | $ - | $ - | $ (769,395) | -100.0% |
| | ***Total Expenditures*** | $ 484,372 | $ 486,835 | $ 933,398 | $ 1,304,023 | $ 1,222,468 | $ 518,363 | $ 530,413 | $ (785,660) | -60.2% |

## PARKS, RECREATION AND CULTURAL SERVICES KNUTZEN FAMILY THEATRE

**Responsible Manager:** ***Mary Faber, Superintendent***

### PURPOSE/DESCRIPTION:

To provide the community of Federal Way with a quality facility that presents accessible and affordable arts and cultural experiences in a unique and beautiful setting. The Knutzen Family Theatre offers performance space for local artists and art organizations, production assistance for local arts organizations, performance and cultural arts events, cultural arts classes, technical theater classes, business and special events rentals.




### GOALS/OBJECTIVES:

- Provide a high quality venue for performance rentals.
- Offer theater classes / camps for all ages.
- Provide theater / performances, events to the community

### PERFORMANCE MEASURES:

| Type/Description | 2005 | 2006 | 2007 | 2008 |
|---|---|---|---|---|
| Workload Measures: | | | | |
| Number of use days | 264 | 289 | 275 | 275 |
| Number of local performing arts group rentals | 10 | 9 | 9 | 9 |
| Outcome Measures: | | | | |
| Revenue generated | $97,519 | $79,176 | $79,705 | $79,705 |
| Recovery ratio | 48.6% | 42.8% | 47.2% | 48.7% |
| Efficiency Measures: | | | | |
| Number of long-term use contracts | 1 | 2 | 2 | 1 |
| Number of theatre/drama classes | 23 | 23 | 25 | 25 |
| Number of City sponsored theatre events | 12 | 16 | 16 | 16 |

### POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| Recreation Coordinator | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 30 |
| Theatre Technician | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 14 |
| ***Total Regular Staffing*** | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | |
| ***Change from prior year*** | - | - | - | - | - | - | - | |
| Grand Total Staffing | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | |

## PARKS, RECREATION AND CULTURAL SERVICES KNUTZEN FAMILY THEATRE

**Responsible Manager:** ***Mary Faber, Superintendent***

### HIGHLIGHTS/CHANGES:

The adopted budget in 2007/2008 is $205,236 and $210,940 respectively, which reflects a 1.7% increase compared to 2006 adjusted budget. Knutzen Family Theatre has experienced a growth in the rental market in 2006 and has also increased the number of sponsored events and classes. In 2007 / 2008 the City plans to review management, business and marketing strategies and recommend to Council an updated plan for operations..

### REVENUE AND EXPENDITURE SUMMARY:

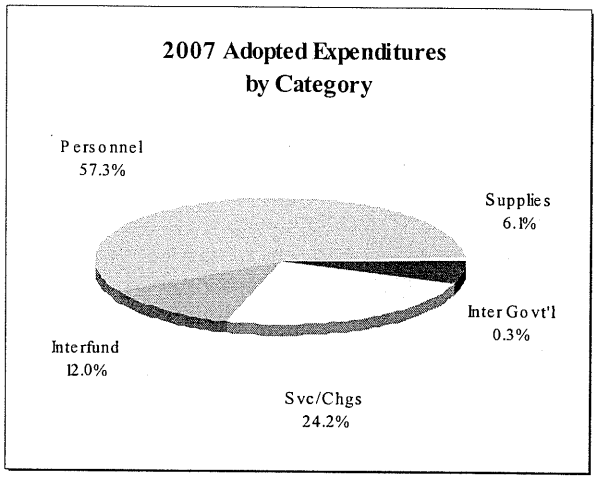
| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| 402 | Interest Earnings | $ 1,368 | $ 2,859 | $ 2,575 | $ 2,575 | $ 2,575 | $ 2,575 | $ 2,575 | $ - | 0.0% |
| 402 | Miscellaneous | 6,399 | 11,242 | 8,200 | 8,200 | 10,000 | 9,000 | 9,000 | 800 | 9.8% |
| 402 | Knutzen Theatre | 67,600 | 55,906 | 88,945 | 73,945 | 74,398 | 65,170 | 65,380 | (8,775) | -11.9% |
| 402 | Capital/Grant Revenues | 4,600 | 2,500 | 2,000 | 2,000 | 1,000 | 1,000 | 1,000 | (1,000) | -50.0% |
| 103 | Utility Tax | 105,310 | 126,369 | 100,000 | 121,840 | 122,840 | 125,495 | 129,260 | 3,655 | 3.0% |
| | ***Total Revenues*** | $ 185,276 | $ 198,876 | $ 201,720 | $ 208,560 | $ 210,813 | $ 203,240 | $ 207,215 | $ (5,320) | -2.6% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries & Wages | 75,412 | 66,978 | 93,765 | 93,765 | 93,765 | 85,925 | 91,788 | (7,840) | -8.4% |
| 111/1 | Temporary Help | 21,912 | 23,435 | 10,213 | 10,213 | 10,213 | 10,213 | 10,231 | (0) | 0.0% |
| 120 | Overtime | 388 | - | - | - | - | - | - | - | n/a |
| 200 | Benefits | 23,718 | 16,066 | 25,159 | 25,159 | 25,159 | 25,293 | 28,796 | 134 | 0.5% |
| 31X | Supplies | 3,678 | 2,780 | 3,400 | 3,400 | 3,400 | 4,263 | 4,237 | 863 | 25.4% |
| 3XX | Other Opr Supplies | - | - | 3,000 | 3,000 | 3,000 | 2,300 | 2,300 | (700) | -23.3% |
| 41X | Professional Srvs | 41,998 | 20,821 | 17,800 | 17,800 | 17,800 | 29,000 | 25,000 | 11,200 | 62.9% |
| 43X | Travel & Training | 1,390 | 855 | 1,150 | 1,150 | 1,150 | 1,050 | 1,050 | (100) | -8.7% |
| 47/42X | Util & Comm | 15,089 | 16,225 | 17,550 | 17,550 | 17,550 | 18,650 | 18,750 | 1,100 | 6.3% |
| 48X | Repairs & Mtc | - | 2,168 | 3,900 | 3,900 | 3,900 | 3,900 | 3,900 | - | 0.0% |
| 497 | Association Dues | - | 100 | 150 | 150 | 150 | 150 | 150 | - | 0.0% |
| 4XX | Other Misc Exp | 4,216 | 5,366 | 9,700 | 9,700 | 9,700 | 8,200 | 8,200 | (1,500) | -15.5% |
| 914 | DP M&O | 1,743 | 1,810 | 2,005 | 2,135 | 2,109 | 2,151 | 2,212 | 16 | 0.7% |
| 918 | GIS M&O | 494 | 565 | 728 | 728 | 728 | 874 | 921 | 146 | 20.1% |
| 920 | Tel M&O | 6,716 | 5,941 | 7,098 | 7,098 | 7,032 | 7,132 | 7,314 | 34 | 0.5% |
| 990 | Mail M&O | - | 453 | 516 | 516 | 514 | 514 | 514 | (2) | -0.4% |
| 94X | Capital Contributions | 90 | - | 130 | - | - | - | - | - | n/a |
| 900 | Replacement Reserves | 2,261 | 2,036 | 2,062 | 2,062 | 2,098 | 2,141 | 1,928 | 79 | 3.8% |
| 900 | Intfund Svc Pmts | 3,291 | 3,344 | 3,394 | 3,394 | 3,394 | 3,480 | 3,649 | 86 | 2.5% |
| | ***Total Opr Expend*** | $ 202,397 | $ 168,945 | $ 201,720 | $ 201,720 | $ 201,662 | $ 205,236 | $ 210,940 | $ 3,515 | 1.7% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 3XX | Other Opr Supplies | 414 | - | - | - | - | - | - | - | n/a |
| 48X | Repairs & Mtc | 10,443 | - | - | - | - | - | - | - | n/a |
| 600 | Capital Outlays | - | - | - | 37,162 | 37,162 | - | - | (37,162) | -100.0% |
| 900 | Interfund Svc Pmts | 1,512 | - | - | - | - | - | - | - | n/a |
| | ***Total One-Time Exp*** | $ 12,369 | $ - | $ - | $ 37,162 | $ 37,162 | $ - | $ - | $ (37,162) | -100.0% |
| | ***Total Expenditures*** | $ 214,767 | $ 168,945 | $ 201,720 | $ 238,882 | $ 238,824 | $ 205,236 | $ 210,940 | $ (33,647) | -14.1% |

## PARKS, RECREATION AND CULTURAL SERVICES PARK MAINTENANCE

**Responsible Manager:** ***Steve Ikerd, Parks and Facilities Manager***

### PURPOSE/DESCRIPTION:

The City of Federal Way maintains 5 community parks, 22 neighborhood parks, and 5 facilities. The City also maintains 23 undeveloped open spaces, and three trail systems for use by its citizens, defining a park system that exceeds 1,000 acres. The Park Maintenance Division is responsible for facility maintenance and operation at City Hall, Steel Lake Annex, Community/Senior Center, and the Steel Lake Maintenance Facility building. In addition they are responsible for grounds and landscape maintenance on all city parks, trails, and open space areas. Rental of park facilities and picnic sites is also administered by this division. An increasing level of public use requires substantial maintenance effort coordinating City personnel, contract services and community resources.




### GOALS/OBJECTIVES:

- Develop a Park Maintenance Plan.
- Complete construction of a new maintenance building at Celebration Park.
- Complete the restructure of the maintenance and operation division.
- Follow maintenance Plan to enhance maintenance of park system.

### PERFORMANCE MEASURES:

| Type/Description | 2005 | 2006 | 2007 | 2008 |
|---|---|---|---|---|
| **Workload Measures:** | | | | |
| Number of parks with athletic fields | 5 | 5 | 5 | 5 |
| Number of sites requiring routine safety inspections | 31 | 32 | 33 | 33 |
| Number of park acres routinely maintained | 524 | 524 | 550 | 550 |
| Number of developed parks that require litter control | 31 | 32 | 33 | 33 |
| Number of restroom facilities | 9 | 9 | 9 | 9 |
| Number of city owned/leased facilities maintained | 6 | 6 | 5 | 5 |
| Number of work orders completed | 383 | n/a | n/a | n/a |
| **Outcome Measures:** | | | | |
| % of work orders completed w/in requested time frame | 90% | 90% | 90% | 90% |
| % acres of athletic fields maintained in good condition | 90% | 90% | 90% | 90% |
| % of park land mowed on schedule | 90% | 90% | 90% | 90% |
| % of trash removed on schedule | 95% | 95% | 95% | 95% |
| % of restrooms cleaned and sanitized daily | 100% | 100% | 100% | 100% |

### POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| Parks & Facilities Manager | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 50 |
| Property Services Manager | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | - | - | 39 |
| Park & Facilities Supervisor | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 2.0 | 2.0 | 36 |
| Maintenance Worker II | 2.0 | 2.0 | 2.0 | 2.0 | 2.0 | 2.0 | 2.0 | 24m |
| Maintenance Worker I | 8.0 | 8.0 | 8.0 | 8.0 | 8.0 | 11.0 | 11.0 | 20m |
| Administrative Assistant I | 1.0 | 0.8 | 0.8 | 0.8 | 0.8 | 1.0 | 1.0 | 18 |
| ***Total Regular Staffing*** | 14.0 | 13.8 | 13.8 | 13.8 | 13.8 | 17.0 | 17.0 | |
| ***Change from prior year*** | - | (0.2) | - | - | - | 3.2 | - | |
| One-Time Funded Positions | - | 0.2 | 0.2 | 0.2 | 0.2 | - | - | |
| Grand Total Staffing | 14.0 | 14.0 | 14.0 | 14.0 | 14.0 | 17.0 | 17.0 | |

## PARKS, RECREATION AND CULTURAL SERVICES PARK MAINTENANCE

**Responsible Manager:** ***Steve Ikerd, Parks and Facilities Manager***

### HIGHLIGHTS/CHANGES:

The adopted Park Maintenance budget in 2007/2008 is $2,251,345 and $2,336,116 respectively. This reflects an increase of 18.3% compared to the 2006 adjusted budget. Repairs and maintenance increases by $125,000 or 75.1% because of the City's purchase of the new park Camp Kilworth. Program changes during this budget cycle include additional funding to add lighting controls to five sporting complexes, installing new parks rules signs city wide, the addition of two FTE maintenance workers and one service vehicle. Proposition 1 Police and Community Safety increased the budget by $94,400 and $96,338 in 2007 and 2008.

### DIVISION SUMMARY:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Expenditure Summary:*** | | | | | | | | | | |
| 331 | Maintenance Admin | $ 422,214 | $ 390,987 | $ 409,243 | $ 420,590 | $ 430,837 | $ 517,163 | $ 545,579 | $ 96,574 | 23.0% |
| 332 | Grounds Maint | 512,939 | 469,887 | 534,322 | 532,660 | 534,010 | 578,265 | 598,460 | 45,605 | 8.6% |
| 333 | Facilities Maint | 616,345 | 692,883 | 566,716 | 565,990 | 565,990 | 715,339 | 746,013 | 149,349 | 26.4% |
| 335 | Urban Forestry | 22,215 | 15,385 | 18,450 | 18,450 | 23,000 | 18,450 | 18,450 | - | 0.0% |
| 336 | Celebration Park Maint | 315,500 | 302,744 | 316,892 | 315,626 | 315,985 | 322,127 | 327,614 | 6,501 | 2.1% |
| 337 | Camp Kilworth Maint | - | - | - | 50,000 | 50,000 | 100,000 | 100,000 | 50,000 | 100.0% |
| | ***Total Opr Expend*** | $ 1,889,213 | $ 1,871,887 | $ 1,845,623 | $ 1,903,316 | $ 1,919,822 | $ 2,251,345 | $ 2,336,116 | $ 348,029 | 18.3% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 33X | Maintenance Admin | 17,588 | 83,120 | 30,000 | 145,053 | 144,953 | 99,033 | - | (46,020) | -31.7% |
| | ***Total One-Time Exp*** | $ 17,588 | $ 83,120 | $ 30,000 | $ 145,053 | $ 144,953 | $ 99,033 | $ - | $ (46,020) | -31.7% |
| | ***Total Pk Mtc Exp*** | $ 1,906,802 | $ 1,955,007 | $ 1,875,623 | $ 2,048,369 | $ 2,064,775 | $ 2,350,378 | $ 2,336,116 | $ 302,009 | 14.7% |

### REVENUE AND EXPENDITURE SUMMARY:

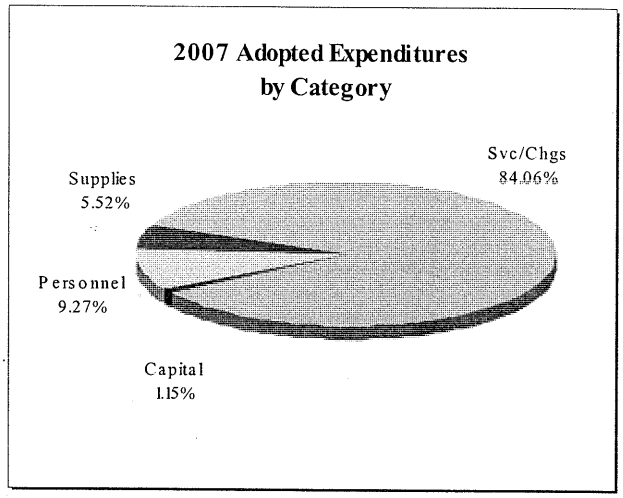
| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| 33X | General Gov't | $ 1,674,959 | $ 1,716,209 | $ 1,629,661 | $ 1,752,407 | $ 1,768,775 | $ 1,994,578 | $ 1,970,116 | $ 242,171 | 13.8% |
| | Utility Tax | 231,843 | 238,798 | 245,962 | 295,962 | 296,000 | 361,800 | 376,000 | 65,838 | 22.2% |
| | ***Total Revenues*** | $ 1,906,802 | $ 1,955,007 | $ 1,875,623 | $ 2,048,369 | $ 2,064,775 | $ 2,356,378 | $ 2,346,116 | $ 308,009 | 16.4% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries & Wages | 728,491 | 714,619 | 742,020 | 737,451 | 737,451 | 867,876 | 908,914 | 130,425 | 17.7% |
| 111/1 | Temporary Help | 153,475 | 170,247 | 111,000 | 111,000 | 111,000 | 121,000 | 121,000 | 10,000 | 9.0% |
| 120 | Overtime | 31,976 | 18,742 | 21,885 | 21,885 | 21,885 | 21,885 | 21,885 | - | 0.0% |
| 200 | Benefits | 225,176 | 234,733 | 245,716 | 247,308 | 247,308 | 280,382 | 308,723 | 33,074 | 13.4% |
| 31X | Supplies | 77,103 | 71,540 | 73,097 | 73,097 | 72,597 | 77,097 | 77,097 | 4,000 | 5.5% |
| 36X | Mtc Supplies | 15,289 | 18,500 | 25,045 | 25,045 | 25,045 | 28,545 | 28,545 | 3,500 | 14.0% |
| 3XX | Other Opr Supplies | 25,634 | 21,063 | 29,141 | 28,533 | 28,783 | 32,610 | 32,660 | 4,077 | 14.3% |
| 41X | Professional Srvs | 16,834 | 13,381 | 16,800 | 16,800 | 19,800 | 33,300 | 39,800 | 16,500 | 98.2% |
| 43X | Travel & Training | 9,901 | 3,693 | 6,319 | 6,319 | 5,819 | 7,444 | 7,819 | 1,125 | 17.8% |
| 47/42X | Util & Comm | 210,282 | 222,704 | 203,034 | 203,034 | 202,634 | 203,034 | 203,034 | - | 0.0% |
| 48X | Repairs & Mtc | 131,916 | 142,349 | 116,350 | 166,350 | 169,400 | 291,350 | 291,350 | 125,000 | 75.1% |
| 497 | Association Dues | 670 | 635 | 280 | 280 | 280 | 280 | 280 | - | 0.0% |
| 4XX | Other Misc Exp | 11,188 | 4,461 | 10,100 | 10,100 | 10,100 | 10,500 | 10,500 | 400 | 4.0% |
| 51/3X | Intgvtl Srvs/Taxes | 3,302 | 4,646 | 7,000 | 7,000 | 7,800 | 7,000 | 7,000 | - | 0.0% |
| 914 | DP M&O | 11,138 | 10,232 | 11,853 | 12,098 | 11,951 | 12,191 | 12,539 | 93 | 0.8% |
| 918 | GIS M&O | 2,363 | 1,732 | 2,286 | 2,286 | 2,285 | 2,744 | 2,890 | 458 | 20.0% |
| 920 | Tel M&O | 11,748 | 10,271 | 12,274 | 12,274 | 12,160 | 13,333 | 13,648 | 1,059 | 8.6% |
| 950 | Bldg M&O | 26,903 | 33,489 | 28,714 | 36,544 | 36,544 | 34,873 | 35,462 | (1,671) | -4.6% |
| 954 | Fleet M&O | 57,302 | 49,851 | 50,903 | 57,343 | 58,017 | 61,955 | 62,119 | 4,612 | 8.0% |
| 960 | Risk M&O | 17,555 | 7,912 | 15,012 | 17,366 | 17,331 | 17,755 | 17,755 | 389 | 2.2% |
| 990 | Mail M&O | 1,037 | 815 | 928 | 928 | 925 | 1,325 | 1,325 | 397 | 42.8% |
| 94X | Capital Contributions | 410 | - | 245 | - | - | - | - | - | n/a |
| 900 | Replacement Reserves | 119,521 | 116,273 | 115,621 | 110,275 | 120,707 | 124,866 | 131,771 | 14,591 | 13.2% |
| | ***Total Opr Expend*** | $ 1,889,213 | $ 1,871,887 | $ 1,845,623 | $ 1,903,316 | $ 1,919,822 | $ 2,251,345 | $ 2,336,116 | $ 348,029 | 18.3% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 110 | Salaries and Wages | - | 8,137 | - | 8,194 | 8,194 | - | - | (8,194) | -100.0% |
| 111/1 | Temporary Help | - | 21,831 | - | 10,000 | 10,000 | - | - | (10,000) | -100.0% |
| 200 | Benefits | - | 5,560 | - | 2,301 | 2,301 | - | - | (2,301) | -100.0% |
| 31X | Supplies | - | 1,740 | - | 4,000 | 4,000 | - | - | (4,000) | -100.0% |
| 36X | Mtc Supplies | - | 2,441 | - | 3,500 | 3,500 | - | - | (3,500) | -100.0% |
| 3XX | Other Opr Supplies | - | 1,500 | - | 3,059 | 3,059 | 830 | - | (2,229) | -72.9% |
| 41X | Professional Services | - | - | 30,000 | 30,000 | 30,000 | - | - | (30,000) | -100.0% |
| 48X | Repairs & Mtc | 17,588 | - | - | 77,900 | 77,900 | - | - | (77,900) | -100.0% |
| 5XX | Interfund Contrib | - | 40,000 | - | - | - | - | - | - | n/a |
| 600 | Capital Outlays | - | - | - | - | - | 73,485 | - | 73,485 | n/a |
| 900 | Intfund Svc Pmts | - | 1,911 | - | 6,099 | 5,999 | 24,718 | - | 18,619 | 305.3% |
| | ***Total One-Time Exp*** | $ 17,588 | $ 83,120 | $ 30,000 | $ 145,053 | $ 144,953 | $ 99,033 | $ - | $ (46,020) | -31.7% |
| | ***Total Expenditures*** | $ 1,906,802 | $ 1,955,007 | $ 1,875,623 | $ 2,048,369 | $ 2,064,775 | $ 2,350,378 | $ 2,336,116 | $ 302,009 | 14.7% |

## PARKS, RECREATION AND CULTURAL SERVICES BUILDINGS & FURNISHINGS

**Responsible Manager:** ***Steve Ikerd, Parks and Facilities Manager***

### PURPOSE/DESCRIPTION:

The Park Maintenance Division is also responsible for facility maintenance and operations at City Hall, Steel Lake Annex, Steel Lake Maintenance Facility, the exterior of the new Community Center and part of the Dumas Bay Center. Staff performs repairs and maintenance, manage contract services, coordinate annual facility inspections and provide physical facilities support to all departments and public meetings.




### GOALS/OBJECTIVES:

- Research and implement an energy savings plan:
- Develop an annual maintenance and operations plan;
- Develop an operations manual for City Hall.

### PERFORMANCE MEASURES:

| Type/Description | 2005 | 2006 | 2007 | 2008 |
|---|---|---|---|---|
| **Workload Measures:** | | | | |
| Number of squire feet maintained | 100,600 | 100,600 | 104,986 | 104,986 |
| Number of buildings maintained | 5 | 5 | 4 | 4 |
| Number of departments serviced | 10 | 10 | 10 | 10 |
| Number of service contractors used | 25 | 25 | 25 | 25 |
| Number of work orders completed | 520 | 605 | | |
| **Outcome Measures:** | | | | |

### POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| Maintenance Worker I | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 20m |
| ***Total Regular Staffing*** | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | |
| ***Change from prior year*** | - | - | - | - | - | - | - | |
| Grand Total Staffing | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | |

## PARKS, RECREATION AND CULTURAL SERVICES BUILDINGS & FURNISHINGS

**Responsible Manager:** ***Steve Ikerd, Parks and Facilities Manager***

### HIGHLIGHTS/CHANGES:

The adopted Buildings and Furnishings budget in 2007/2008 is $435,950 and $433,494 respectively. The operating budget for 2007 reflects a decrease of 8.2% compared to the 2006 adjusted budget. This mainly comes from a decrease in the custodial maintenance costs of $8,772 in 2007 and $8,816 in 2008. This is a 17.2% reduction from the 2006 professional services budget. However, during the 2007 budget $5,000 will be spent on capital outlay for a work station; because of a new position created in the Streets Fund. A high level of public use requires substantial maintenance efforts coordinating personnel, service contracts, and to provide safe environmental standards. The entire maintenance and operation divisions' highest priority is to provide safe, clean facilities for the public and staff. Proposition 1 Police and Community Safety increased the budget by $1,125 and $1,500 in 2007 and 2008 for repairs and maintenance.

### REVENUE AND EXPENDITURE SUMMARY:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| 348 | User Chrgs - M&O | $ 332,267 | $ 430,818 | $ 373,456 | $ 523,456 | $ 523,456 | $ 438,522 | $ 441,110 | $ (84,934) | -16.2% |
| 348 | User Chrgs - Resvs | 53,270 | 87,294 | 53,271 | 53,271 | 88,604 | 84,832 | 82,178 | 31,561 | 59.2% |
| 361 | Interest Earnings | 1,656 | 3,883 | 1,200 | 1,200 | 1,200 | 1,200 | 1,200 | - | 0.0% |
| 36X | Other Miscellaneous | 11,000 | 12,230 | - | - | - | - | - | - | n/a |
| 395 | Sale of Fixed Assets | 440 | 2,000 | - | - | - | - | - | - | n/a |
| 38/397 | Trsfr In/Capital Contrib | 21,347 | 100,000 | - | - | - | 18,900 | - | 18,900 | n/a |
| | ***Total Revenues*** | $ 419,980 | $ 636,226 | $ 427,927 | $ 577,927 | $ 613,260 | $ 543,454 | $ 524,488 | $ (34,473) | -6.0% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries & Wages | 11,424 | 22,600 | 23,484 | 23,484 | 23,484 | 23,902 | 24,619 | 418 | 1.8% |
| 111/1 | Temporary Help | - | 3,762 | - | - | - | - | - | - | n/a |
| 120 | Overtime | - | 707 | - | - | - | - | - | - | n/a |
| 200 | Benefits | 1,963 | 7,624 | 5,236 | 5,236 | 5,236 | 16,530 | 18,026 | 11,294 | 215.7% |
| 31X | Supplies | 22,356 | 21,611 | 23,664 | 23,664 | 23,664 | 20,964 | 20,964 | (2,700) | -11.4% |
| 36X | Mtc Supplies | 581 | 1,440 | 2,560 | 2,560 | 2,560 | 2,560 | 2,560 | - | 0.0% |
| 3XX | Other Opr Supplies | 195 | 5,859 | 520 | 520 | 520 | 520 | 520 | - | 0.0% |
| 41X | Professional Srvs | 70,668 | 86,369 | 115,146 | 115,146 | 115,146 | 95,374 | 95,330 | (19,772) | -17.2% |
| 47/42X | Util & Comm | 138,247 | 207,997 | 134,730 | 209,730 | 209,730 | 191,660 | 191,660 | (18,070) | -8.6% |
| 48X | Repairs & Mtc | 45,798 | 72,946 | 63,315 | 88,315 | 88,315 | 79,440 | 79,815 | (8,875) | -10.0% |
| 497 | Association Dues | 235 | 405 | - | - | - | - | - | - | n/a |
| 4XX | Other Misc Exp | 56,354 | 13,105 | 6,000 | 6,000 | 6,000 | - | - | (6,000) | -100.0% |
| 51/3X | Intgvtl Srvs/Taxes | 5,780 | 4,507 | - | - | - | - | - | - | n/a |
| 600 | Capital Outlays | - | - | - | - | - | 5,000 | - | 5,000 | n/a |
| | ***Total Opr Expend*** | $ 353,602 | $ 448,931 | $ 374,655 | $ 474,655 | $ 474,655 | $ 435,950 | $ 433,494 | $ (38,705) | -8.2% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 48X | Repairs & Mtc | - | - | - | 50,000 | 50,000 | - | - | (50,000) | -100.0% |
| 600 | Capital Outlays | 12,629 | - | - | 100,000 | 100,000 | 18,900 | - | (81,100) | -81.1% |
| | ***Total One-Time*** | $ 12,629 | $ - | $ - | $ 150,000 | $ 150,000 | $ 18,900 | $ - | $ (131,100) | -87.4% |
| | ***Total Expenditures*** | $ 366,231 | $ 448,931 | $ 374,655 | $ 624,655 | $ 624,655 | $ 454,850 | $ 433,494 | $ (169,805) | -27.2% |

*Celebration Park & Mt. Rainier*

## POLICE DEPARTMENT

Brian Wilson
Chief

1.0 FTE
Department Total: 169.0 FTE

- Executive Management of the Department
- Planning and Development of Effective Police Services
- Regional issue and service coordination

### PROFESSIONAL STANDARDS

Melanie McAllester
Administrative Commander
1.0 FTE

- Professional Standards
- Internal Audit
- Incident Review

### ADMINISTRATIVE SUPPORT

Lynette Allen
Administrative Asst II
1.0 FTE

- Department Support
- Word, Data Processing
- Reception/Phone Coverage

### OPERATIONS DIVISION

Andy Hwang
Deputy Chief
105.0 FTE

- **Patrol Services**
  Tactical Patrol, Emergency Response, and General Delivery of Police Services.
- **Traffic**
  Traffic Safety Education, Traffic Law Enforcement, and Traffic Accident Investigation.
- **Investigations**
  - Property Crimes
  - Crimes Against Persons
  - Juvenile Crime
  - Drugs-Vice Operations
  - Criminal Intelligence
- **Contracted Police Services**
  - School Resource Officers
  - The Commons Mall Officers
- **Neighborhood Resource Centers**
- **Jail Contract**

### SUPPORT SERVICES DIVISION

Brian J. Wilson
Chief
61.0 FTE

- **Support Services Section**
  - Records
  - Property / Evidence
  - Crime Analysis
- **Valley Communications Contract**
- **Administrative Section**
  - Personnel
  - Training
  - Budget
  - Crime Prevention
  - Fleet & Equipment Management
- **Community Services**
- **Contract Administration**

# POLICE DEPARTMENT OVERVIEW

**Responsible Manager:** ***Brian Wilson, Chief***

## 2005/2006 ACCOMPLISHMENTS

- Continue the Auto Theft Reduction effort
- Enhance utilization and operational planning for patrol section overlaps
- Continue the Westway and Garden Park Weed and Seed Programs
- Continue transient management
- CALEA re-accreditation
- Monitor the effects of the sector-based policing model
- Technology Improvement:
  - Wireless Initiatives
  - Laptop Reporting
  - Beta Testing Summit 4.0
  - Implementation of In-Car Cameras
  - Evidence Bar Coding

## 2007/2008 AGENCY GOALS

- Ensure the safety of officers by providing improved staffing, training, and dissemination of critical information
- Target quality of life crimes and traffic related violations that impact our neighborhoods
- Expand our Community Oriented Policing efforts through building alliances in our community and the criminal justice system
- Team with our Public Works and Traffic Engineering Department to direct traffic enforcement activity and ensure the safe flow of traffic through our City
- Focus on the crimes that impact our Federal Way families (i.e., domestic violence, child abuse, youth at risk) and institute a structure that emphasizes a method to help fractured families
- Continue efforts to reduce Index Crimes
- Evaluate benefits of potential records system replacement (integration with Valley Communication CAD system)
- Implementation of on-line police case reporting program
- Transition / convert the PSO positions
- Maintain jail population management
- Increase department staffing level with associated organization structure adaptations
- Prepare for potential annexation

## DEPARTMENT POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| Public Safety Director | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 58D |
| Deputy Public Safety Director | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 55D |
| Police Commander | 6.0 | 6.0 | 6.0 | 6.0 | 6.0 | 6.0 | 6.0 | 51C |
| Police Lieutenant | 12.0 | 12.0 | 12.0 | 12.0 | 12.0 | 14.0 | 14.0 | 45I |
| Records Manager | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 43 |
| Community Resource Manager | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 36A |
| Police Officer | 96.0 | 96.0 | 96.0 | 99.0 | 99.0 | 115.0 | 115.0 | 32G |
| Lead Records Specialist | 3.0 | 3.0 | 3.0 | 3.0 | 3.0 | 3.0 | 3.0 | 28A |
| Crime Analyst | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 27A |
| Accredidation Coordinator | - | - | - | - | - | 1.0 | 1.0 | 27A |
| Property/Evidence Custodian | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 25 |
| Community Relations and Information Specialist | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 24A |
| Administrative Assistant II | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 21 |
| Police Support Officer | 14.0 | 11.0 | 11.0 | 11.0 | 11.0 | - | - | 21A |
| Jail Coordinator | - | - | - | - | - | 1.0 | 1.0 | 21A |
| Quartermaster | - | - | - | - | - | 1.0 | 1.0 | 21A |
| Property/Evidence Technician | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 20A |
| Administrative Assistant I | 3.0 | 3.0 | 3.0 | 3.0 | 3.0 | 3.0 | 3.0 | 18A |
| Records Specialist | 11.0 | 11.0 | 11.0 | 11.0 | 11.0 | 15.0 | 15.0 | 15A |
| Receptionist | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 14 |
| ***Total Regular Staffing*** | 155.0 | 152.0 | 152.0 | 155.0 | 155.0 | 169.0 | 169.0 | |
| ***Change from prior year*** | 1.0 | (3.0) | - | 3.0 | 3.0 | 14.0 | 14.0 | |
| One-Time Funded Positions | 2.0 | - | - | - | - | - | - | |
| Grand Total Staffing | 157.0 | 152.0 | 152.0 | 155.0 | 155.0 | 169.0 | 169.0 | |

# POLICE DEPARTMENT OVERVIEW

**Responsible Manager:** ***Brian Wilson, Chief***

## THE DEPARTMENT'S VISION AND VALUES:

The Federal Way Police Department is a community-based police department that represents the special qualities and features of the City of Federal Way. The police department will inspire a sense of confidence and security in our citizens through professionalism, citizen involvement and creative approaches to public safety. The police department will be distinguished as a caring, competent, firm, fair, accessible, and innovative organization that actively seeks opportunities to help citizens. The police department will be a part of rather than apart from the community, fostering an efficient citizen-police partnership to insure a safe and secure city.

## GOALS/OBJECTIVES:

The Federal Way Police Department strives to:

- Provide a safe environment through community involvement, innovation, and education
- Be familiar with and practices current and modern law enforcement techniques and tactics.
- Maintain a dedicated, well trained, equipped force function with integrity, accountability, and team work

## ADOPTED PROGRAM CHANGES:

| Description | Department Submitted | | | | | | Adopted | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | 2007 | | 2008 | | | | | 2007 | | 2008 | |
| | FTE | Fleet | 1-Time | Ongoing | 1-Time | Ongoing | | FTE | Fleet | 1-Time | Ongoing | 1-Time | Ongoing |
| Repl Crime Scene Van-use Seizure $ | - | - | - | - | - | - | Y | - | - | - | - | - | - |
| Generalist K-9 | - | - | 16,392 | 4,250 | - | 3,750 | Y | - | - | 16,392 | 4,250 | - | 3,750 |
| Education Assistance $20K, Offset by Increase in Traffic School | - | - | - | - | - | - | Y | - | - | - | - | - | - |
| RAIN Software Maintenance Support | - | - | - | 7,375 | - | 7,375 | Y | - | - | - | 7,375 | - | 7,375 |
| Parking/Fencing for Specialty Vehicles-Use Seizure Funds | - | - | 10,866 | - | - | - | Y | - | - | 10,866 | - | - | - |
| Replace Marked Vehicles-Use Rsvs | - | - | - | - | - | - | Y | - | - | - | - | - | - |
| Replace Unmarked Vehicles-Use Rsvs | - | - | - | - | - | - | Y | - | - | - | - | - | - |
| Repl Prisoner Transport Veh-Use Rsvs | - | - | - | - | - | - | Y | - | - | - | - | - | - |
| **Subtotal Additions** | - | - | $ 27,258 | $ 11,625 | $ - | $ 11,125 | | - | - | $ 27,258 | $ 11,625 | $ - | $ 11,125 |
| **Total - Police** | - | - | $ 27,258 | $ 11,625 | $ - | $ 11,125 | | - | - | $ 27,258 | $ 11,625 | $ - | $ 11,125 |

## PROPOSITION 1 ADDITIONS:

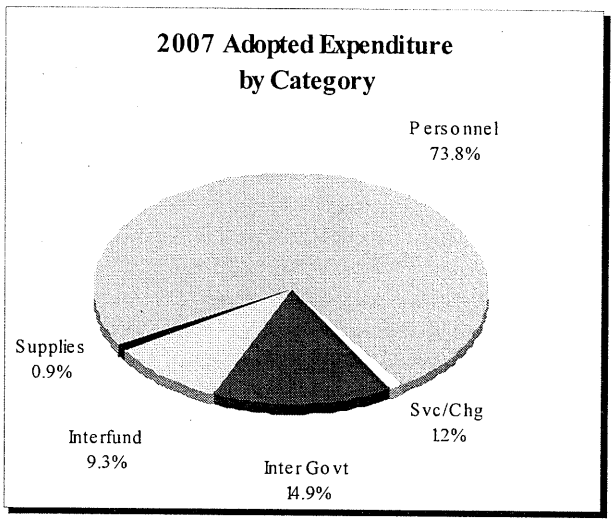
| Description | Proposition 1, including Overhire Program* | | | | | |
|---|---|---|---|---|---|---|
| | | | 2007 | | 2008 | |
| | FTE | Fleet | 1-Time | Ongoing | 1-Time | Ongoing |
| Patrol Officer | 8.0 | 4.0 | 227,420 | 568,349 | - | 788,278 |
| Traffic Officer | 4.0 | 3.0 | 84,597 | 280,658 | - | 392,411 |
| Detective | 4.0 | 2.0 | 82,612 | 278,726 | - | 379,653 |
| Lieutenant | 2.0 | - | 17,306 | 184,166 | - | 246,134 |
| Records Specialist | 1.0 | - | - | 48,440 | - | 64,586 |
| PSO Conversion | (5.0) | - | - | (209,270) | - | (293,280) |
| Overtime | - | - | - | - | - | 37,627 |
| Lockers | - | - | 18,000 | - | - | - |
| Computers & Phones | - | - | 16,236 | 8,555 | - | 14,406 |
| Increase Jail Services | - | - | - | 112,500 | - | 150,000 |
| **Total - Police** | **14.0** | **9.0** | **$ 446,171** | **$ 1,272,124** | **$ -** | **$ 1,779,815** |

* 1-Time expenditures include two overhire program vehicles and related equipment that are budgeted in 2006.

# POLICE DEPARTMENT OVERVIEW

**Responsible Manager:** ***Brian Wilson, Chief***

## PURPOSE/DESCRIPTION:




The police department utilizes a community based problem oriented approach in providing law enforcement services to its citizens. Innovative methods and advanced technology have allowed the department to enhance its overall efficiency and operational effectiveness. In combining the agencies proactive community based approach with its innovative methods, we have been able to provide an increased level of safety to the Community. The agency continues to contract with several alternative jail facilities for housing prisoners in an effort to maintain reduced jail costs. The police department works cooperatively with local law enforcement agencies in a regional approach when providing specialty services such as The Valley Special Response Team (SRT) as well as police dispatch services through Valley Communications. The police department has achieved a level of success that is well recognized by both the local community as well as other the law enforcement agencies. 2007/2008 will provide an opportunity for the department to continue with its goal in delivering the highest quality of law enforcement services to the community. Through teamwork and dedication, the agency will remain committed to its mission of, providing protection, education, and respect to the community. The agency will continue with its pro-active approach in addressing index crimes, traffic concerns, as well as crimes that impact the quality of life for our residents.

## DEPARTMENT SUMMARY:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| 317 | Gambling/CJ Sales Tax | $ 3,092,179 | $ 3,319,045 | $ 3,022,000 | $ 3,292,000 | $ 3,195,240 | $ 3,242,502 | $ 3,344,627 | $ (49,498) | -1.5% |
| 331 | Grants | 139,926 | 57,216 | - | 114,086 | 114,086 | - | - | (114,086) | -100.0% |
| 34x | Contract/Services Chg | 615,212 | 902,553 | 642,190 | 642,190 | 704,500 | 708,000 | 722,775 | 65,810 | 10.2% |
| 36x | Other Revenues | 321,217 | 518,733 | 358,000 | 373,000 | 356,000 | 336,200 | 291,171 | (36,800) | -9.9% |
| 39X | Transfer-In from Utax | - | 625,000 | 625,000 | 625,000 | 625,000 | 700,000 | 728,000 | 75,000 | 12.0% |
| 3XX | General Gov't | 13,085,043 | 11,821,561 | 12,849,081 | 13,472,453 | 14,115,407 | 16,014,844 | 16,791,111 | 2,542,391 | 18.9% |
| | ***Total Revenues*** | $ 17,253,576 | $ 17,244,109 | $ 17,496,271 | $ 18,518,729 | $ 19,110,233 | $ 21,001,546 | $ 21,877,684 | $ 2,482,817 | 13.4% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 91 | Office of Police Chief | 1,688,550 | 1,747,088 | 1,674,396 | 1,787,994 | 1,843,533 | 2,159,317 | 2,280,703 | 371,323 | 20.8% |
| 92-96 | Support Services | 2,429,294 | 2,349,784 | 2,159,674 | 2,149,093 | 2,096,506 | 2,850,793 | 3,004,674 | 701,700 | 32.7% |
| 11x | Field Operations | 10,319,953 | 10,172,694 | 11,183,658 | 11,397,955 | 11,449,370 | 12,492,436 | 13,295,475 | 1,094,481 | 9.6% |
| | ***Opr Exp w/o Contract*** | $ 14,437,797 | $ 14,269,566 | $ 15,017,728 | $ 15,335,042 | $ 15,389,409 | $ 17,502,546 | $ 18,580,852 | $ 2,167,504 | 14.1% |
| 98 | Jail Services | 1,211,530 | 1,400,636 | 1,384,060 | 1,384,060 | 1,484,060 | 1,668,128 | 1,838,022 | 284,068 | 20.5% |
| 98 | Valley Communications | 1,078,573 | 1,148,953 | 1,028,483 | 1,208,483 | 1,208,483 | 1,394,737 | 1,432,080 | 186,254 | 15.4% |
| | ***Total Opr Expend*** | $ 16,727,900 | $ 16,819,155 | $ 17,430,271 | $ 17,927,585 | $ 18,081,952 | $ 20,565,411 | $ 21,850,954 | $ 2,637,826 | 14.7% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 91 | Office of Police Chief | - | - | - | - | - | 266,877 | 26,730 | 266,877 | n/a |
| 92-96 | Support Services | - | 14,229 | - | - | - | 10,866 | - | 10,866 | n/a |
| 93-11 | Field Operations | 525,676 | 410,725 | 66,000 | 591,144 | 1,028,281 | 158,392 | - | (432,752) | -73.2% |
| | ***Total One-Time Exp*** | $ 525,676 | $ 424,954 | $ 66,000 | $ 591,144 | $ 1,028,281 | $ 436,135 | $ 26,730 | $ (155,009) | -26.2% |
| | ***Total Expenditures*** | $ 17,253,576 | $ 17,244,109 | $ 17,496,271 | $ 18,518,729 | $ 19,110,233 | $ 21,001,546 | $ 21,877,684 | $ 2,482,817 | 13.4% |

# POLICE DEPARTMENT OVERVIEW

**Responsible Manager:** ***Brian Wilson, Chief***

## HIGHLIGHTS/CHANGES:

The Federal Way Police Department's primary objective will be to achieve adequate staffing and/or improve staffing models to allow for a significant impact on crimes that impact the quality of life for our residents and fracture our families. The police department will continue to build relationships with both private and public sector partners, and the community itself to bring every resource available into our efforts. The police department will maintain its focus on recruiting and hiring continuing to identify quality individuals to fill anticipated vacancies. The agency will focus on its formal training program in an effort to keep up with ever changes trends and legal issues. The police department will prepare for the Potential Annexation Area (PAA) impact to the Department and implications of bringing police services to over 20,000 new residents. The department will also focus on continued improvement of service delivery as it conducts a major revision to the policies and procedures required by CALEA for National Accreditation.

Specific program changes requiring funding are: **Generalist K9** - The addition of a generalist K9 will compliment our existing generalist canine to provide 7-day coverage; **Regional Automated Information Network (RAIN) -** This is an essential information sharing tool for the Puget Sound Region police departments. It allows police departments to share information that is not available on State maintain criminal networks and information that may serve critical in identifying and locating suspects in crimes. Each participating agency pays a share of the maintenance costs; **Fencing for Specialty Vehicles -** The Specialty Vehicles (i.e., Bomb Disposal Van, Special Response Van, etc...) must have secure parking. The current secure parking area would be better utilized for marked police vehicle as the fleet expands. The fencing will allow the Specialty Vehicles to be moved to another area, and secured by fencing and video surveillance.

## REVENUE AND EXPENDITURE SUMMARY:

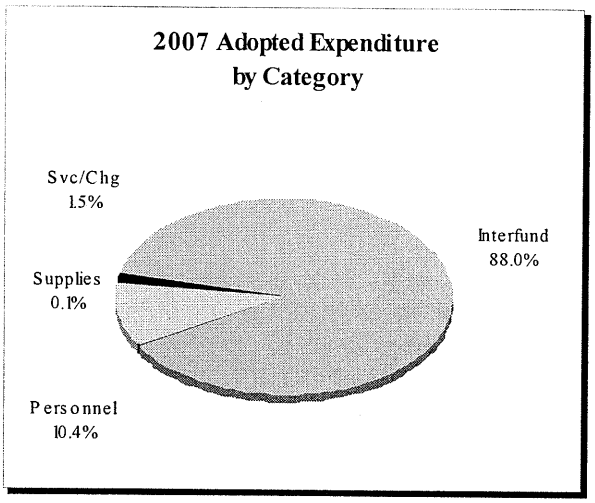
| | | 2004 | 2005 | 2006 | | | 2007 | 2008 | 07 Adopt - 06 Adj | |
|---|---|---|---|---|---|---|---|---|---|---|
| Code | Item | Actual | Actual | Adopted | Adjusted | Year-end | Adopted | Adopted | $ Chg | % Chg |
| ***Revenue Summary:*** | | | | | | | | | | |
| 317 | Gambling/CJ Sales Tax | 3,092,179 | 3,319,045 | 3,022,000 | 3,292,000 | 3,195,240 | 3,242,502 | 3,344,627 | $ (49,498) | -1.5% |
| 331 | Grants | 139,926 | 57,216 | - | 114,086 | 114,086 | - | - | (114,086) | -100.0% |
| 34x | Contract/Services Chg | 615,212 | 902,553 | 642,190 | 642,190 | 704,500 | 708,000 | 722,775 | 65,810 | 10.2% |
| 36x | Other Revenues | 321,217 | 518,733 | 358,000 | 373,000 | 356,000 | 336,200 | 291,171 | (36,800) | -9.9% |
| 39X | Transfer-In from Utax | - | 625,000 | 625,000 | 625,000 | 625,000 | 700,000 | 728,000 | 75,000 | 12.0% |
| 3XX | General Gov't | 13,085,043 | 11,821,561 | 12,849,081 | 13,472,453 | 14,115,407 | 16,014,844 | 16,791,111 | 2,542,391 | 18.9% |
| | ***Total Revenues*** | $ 17,253,576 | $ 17,244,109 | $ 17,496,271 | $ 18,518,729 | $ 19,110,233 | $ 21,001,546 | $ 21,877,684 | $ 2,482,817 | 13.4% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries and Wages | 9,258,488 | 9,078,823 | 9,750,471 | 9,928,537 | 9,928,537 | 11,335,263 | 12,042,011 | 1,406,726 | 14.2% |
| 111/1 | Temporary Help | 882 | 60,256 | 7,500 | 7,500 | - | 7,500 | 7,500 | - | 0.0% |
| 120 | Overtime | 609,574 | 602,799 | 437,000 | 414,306 | 414,306 | 435,000 | 472,627 | 20,694 | 5.0% |
| 200 | Benefits | 2,398,414 | 2,521,536 | 3,008,326 | 3,062,783 | 3,062,783 | 3,392,093 | 3,593,953 | 329,310 | 10.8% |
| 31X | Supplies | 119,943 | 79,943 | 71,493 | 65,145 | 66,441 | 60,777 | 60,777 | (4,368) | -6.7% |
| 3XX | Other Opr Supplies | 126,272 | 149,080 | 76,520 | 77,184 | 99,108 | 123,754 | 130,504 | 46,570 | 60.3% |
| 41X | Professional Srvs | 95,380 | 85,833 | 81,319 | 81,019 | 39,451 | 52,000 | 52,000 | (29,019) | -35.8% |
| 43X | Travel & Training | 118,677 | 181,986 | 95,185 | 95,185 | 95,230 | 136,960 | 144,085 | 41,775 | 43.9% |
| 47/42 | Utilities & Comm | 31,060 | 7,093 | 1,800 | 1,800 | 875 | 1,650 | 1,650 | (150) | -8.3% |
| 48X | Repairs & Maint | 11,567 | 12,823 | 2,500 | 2,500 | 8,500 | 9,000 | 9,000 | 6,500 | 260.0% |
| 497 | Association Dues | 3,586 | 4,265 | 3,350 | 3,350 | 4,220 | 4,390 | 4,390 | 1,040 | 31.0% |
| 4XX | Other Misc Exp | 229,800 | 109,984 | 32,395 | 32,395 | 42,711 | 34,000 | 33,500 | 1,605 | 5.0% |
| 51/3X | Intgvtl Srvs/Taxes | 2,291,780 | 2,550,866 | 2,412,543 | 2,592,543 | 2,693,736 | 3,062,865 | 3,270,102 | 470,322 | 18.1% |
| 914/22 | DP/GAC M&O | 298,344 | 319,990 | 370,534 | 374,702 | 370,139 | 540,132 | 596,144 | 165,430 | 44.1% |
| 950 | Bldg M&O | - | 145,554 | 125,258 | 158,560 | 158,559 | 167,761 | 168,341 | 9,201 | 5.8% |
| 954 | Fleet M&O | 341,920 | 327,196 | 331,620 | 384,620 | 389,139 | 413,093 | 420,865 | 28,473 | 7.4% |
| 960 | Risk M&O | 165,915 | 74,771 | 141,874 | 166,874 | 166,541 | 164,851 | 164,851 | (2,023) | -1.2% |
| 990 | Mail M&O | 27,963 | 24,774 | 28,200 | 28,200 | 28,114 | 26,114 | 26,114 | (2,086) | -7.4% |
| 94X | Capital Contributions | 11,961 | - | 1,668 | - | - | - | - | - | n/a |
| 900 | Replacement Reserves | 586,374 | 481,583 | 450,715 | 450,382 | 513,562 | 598,208 | 652,540 | 147,826 | 32.8% |
| | ***Total Opr Expend*** | $ 16,727,900 | $ 16,819,155 | $ 17,430,271 | $ 17,927,585 | $ 18,081,952 | $ 20,565,411 | $ 21,850,954 | $ 2,637,826 | 14.7% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 110 | Salaries and Wages | 5,485 | - | 61,000 | - | 338,462 | - | - | - | n/a |
| 120 | Overtime | 410 | - | - | - | - | - | - | - | n/a |
| 200 | Benefits | 1,616 | - | - | - | 101,538 | - | - | - | n/a |
| 31X | Supplies | - | 1,943 | - | 5,595 | 5,595 | - | - | (5,595) | -100.0% |
| 3XX | Other Opr Supplies | 204,475 | 123,322 | 5,000 | 343,610 | 344,610 | 105,512 | - | (238,098) | -69.3% |
| 41X | Professional Srvs | 17,219 | 1,531 | - | 300 | - | - | - | (300) | -100.0% |
| 43X | Travel & Training | 15,616 | 16,673 | - | - | - | - | - | - | n/a |
| 47/42 | Utilities & Comm | 15,832 | 1,260 | - | - | - | - | - | - | n/a |
| 48X | Repairs & Maint | 15,128 | 8,787 | - | - | - | - | - | - | n/a |
| 497 | Association Dues | 50 | 4,263 | - | - | - | - | - | - | n/a |
| 4XX | Other Misc Exp | 3,720 | 11,480 | - | 15,000 | 15,000 | - | - | (15,000) | -100.0% |
| 552 | Interfund Contributions | 200,000 | 12,761 | - | - | - | - | - | - | n/a |
| 600 | Capital Outlays | 39,399 | 190,045 | - | 107,588 | 107,588 | 61,066 | - | (46,522) | -43.2% |
| 900 | Intfund Svc Pmts | 6,726 | 52,889 | - | 119,051 | 115,488 | 269,557 | 26,730 | 150,506 | 126.4% |
| | ***Total One-Time Exp*** | $ 525,676 | $ 424,954 | $ 66,000 | $ 591,144 | $ 1,028,281 | $ 436,135 | $ 26,730 | $ (155,009) | -26.2% |
| | ***Total Expenditures*** | $ 17,253,576 | $ 17,244,109 | $ 17,496,271 | $ 18,518,729 | $ 19,110,233 | $ 21,001,546 | $ 21,877,684 | $ 2,482,817 | 13.4% |

# POLICE ADMINISTRATION

**Responsible Manager:** ***Brian Wilson, Chief***

## PURPOSE/DESCRIPTION:

The Administrative Division consists of the Office of the Chief. The Office of the Chief is responsible for the executive management of the department through planning and direction of activities and personnel. Within the Office of the Chief, staffing consists of the Chief of Police, Deputy Chief of Police, and an Administrative Assistant II.




## GOALS/OBJECTIVES:

- Overall Leadership and Management of the Police Department
- The establishment of Goals and Objectives
- Enhance the safety and quality of life for citizens
- Increase the operational efficiency and effectiveness of the agency

## POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| Public Safety Director | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 58D |
| Deputy Police Services Director | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 55D |
| Administrative Assistant II | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 21 |
| ***Total Regular Staffing*** | 3.0 | 3.0 | 3.0 | 3.0 | 3.0 | 3.0 | 3.0 | |
| ***Change from prior year*** | 1.0 | - | - | - | - | - | - | |
| Grand Total Staffing | 4.0 | 3.0 | 3.0 | 3.0 | 3.0 | 3.0 | 3.0 | |

## PERFORMANCE MEASURES:

| Type/Description | 2005 | 2006 | 2007 | 2008 |
|---|---|---|---|---|
| Workload Measures: | | | | |
| • Number of volunteer hours | 6,508 | 5,904 | 6,000 | 6,600 |
| • Number of staff hired | 20 | 16 | 25 | 8 |
| • Number of Public Disclosure Requests | 1,973 | 1,748 | 2,010 | 2,010 |
| Outcome Measures: | | | | |
| • Total hours of training | 12,879 | 14,319 | 16,466 | 16,466 |
| • Number of Standards Investigations (Internal Investigations.) | 27 | 16 | 12 | 12 |
| • Total Index Crimes | 6493 | 5,539 | 5,400 | 5,300 |
| • Total Jail Costs | $1,400,636 | $1,484,060 | 1,668,128 | $1,838,022 |
| Efficiency Measures: | | | | |
| • Average vacancy rate (sworn) | 6.8 FTE | 7.4 FTE | 14.5% | 5.8% |
| • Annual change to Index Crimes | +3% | -16% | -7% | -8% |
| • % of people receiving citations that attend Traffic School | 11% | 9.7% | 15% | 15% |
| • % of Standard Investigations from Calls for Service | .03% | .02% | .01% | -.01% |

## POLICE ADMINISTRATION

**Responsible Manager:** ***Brian Wilson, Chief***

### HIGHLIGHTS/CHANGES:

The Administration Division will continue to manage and assess the department's current service levels to provide the City of Federal Way residents a cost effective and proactive police force. Federal Way Police Department members are encouraged to act as conduits of information from the community to the agency. Members are available to the public throughout the City, in the high schools, in substations at the SeaTac Mall, the Westway community, the North Resource Center located in the Mariposa Apartment Complex as well as the New City Hall/Police facility. The information gathered by department members combined with statistical analysis, community surveys, and continuous evaluation of program effectiveness, will be used to best identify the needs of our community.

The Department's internal service charges are budgeted in the Office of the Chief of Police.

### REVENUE AND EXPENDITURE SUMMARY:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| 3XX | General Gov't | 1,688,550 | 1,747,088 | 1,674,396 | 1,787,994 | 1,843,533 | 2,426,194 | 2,307,433 | 638,200 | 35.7% |
| | ***Total Revenues*** | $ 1,688,550 | $ 1,747,088 | $ 1,674,396 | $ 1,787,994 | $ 1,843,533 | $ 2,426,194 | $ 2,307,433 | $ 638,200 | 35.7% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries and Wages | 181,077 | 164,622 | 169,835 | 168,789 | 168,789 | 177,432 | 182,784 | 8,643 | 5.1% |
| 111/1 | Temp Help/Off Duty OT | - | 55,300 | - | - | - | - | - | - | n/a |
| 120 | Overtime | 420 | 1,814 | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 | - | 0.0% |
| 200 | Benefits | 29,386 | 30,871 | 32,002 | 32,513 | 32,513 | 45,747 | 48,278 | 13,234 | 40.7% |
| 31X | Supplies | 3,482 | 2,094 | 1,805 | 1,805 | 5,430 | 2,702 | 2,702 | 897 | 49.7% |
| 3XX | Other Opr Supplies | 1,672 | 127 | - | 664 | 500 | 500 | 500 | (164) | -24.7% |
| 41X | Professional Srvs | 25,159 | 30,380 | 25,000 | 25,000 | 10,451 | 10,000 | 10,000 | (15,000) | -60.0% |
| 43X | Travel & Training | 20,508 | 88,362 | - | - | - | 20,000 | 20,000 | 20,000 | n/a |
| 497 | Association Dues | 1,053 | 941 | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 | - | 0.0% |
| 4XX | Other Misc Exp | 1,890 | 4,709 | - | - | 4,000 | - | - | - | n/a |
| 914/22 | DP/GAC M&O | 298,344 | 319,990 | 370,534 | 374,702 | 370,139 | 540,132 | 596,144 | 165,430 | 44.1% |
| 950 | Bldg M&O | - | 145,554 | 125,258 | 158,560 | 158,559 | 167,761 | 168,341 | 9,201 | 5.8% |
| 954 | Fleet M&O | 333,346 | 321,196 | 324,005 | 377,005 | 381,435 | 402,370 | 410,120 | 25,365 | 6.7% |
| 960 | Risk M&O | 165,915 | 74,771 | 141,874 | 166,874 | 166,541 | 164,851 | 164,851 | (2,023) | -1.2% |
| 990 | Mail M&O | 27,963 | 24,774 | 28,200 | 28,200 | 28,114 | 26,114 | 26,114 | (2,086) | -7.4% |
| 94X | Capital Contributions | 11,961 | - | 1,668 | - | - | - | - | - | n/a |
| 900 | Replacement Reserves | 586,374 | 481,583 | 450,715 | 450,382 | 513,562 | 598,208 | 647,369 | 147,826 | 32.8% |
| | ***Total Opr Expend*** | $ 1,688,550 | $ 1,747,088 | $ 1,674,396 | $ 1,787,994 | $ 1,843,533 | $ 2,159,317 | $ 2,280,703 | $ 371,323 | 20.8% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 900 | Interfund Svc Pmts | - | - | - | - | - | 266,877 | 26,730 | 266,877 | n/a |
| | ***Total One-Time Exp*** | $ - | $ - | $ - | $ - | $ - | $ 266,877 | $ 26,730 | $ 266,877 | n/a |
| | ***Total Expenditures*** | $ 1,688,550 | $ 1,747,088 | $ 1,674,396 | $ 1,787,994 | $ 1,843,533 | $ 2,426,194 | $ 2,307,433 | $ 638,200 | 35.7% |

# POLICE SUPPORT SERVICES

**Responsible Manager:** ***Brian Wilson, Chief***

## PURPOSE/DESCRIPTION:

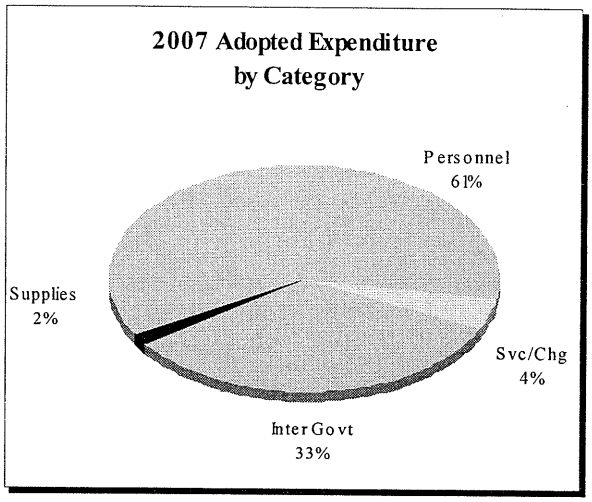
The Support Services Division consists of the department's Records Section, the Property/Evidence Unit, and the Administrative Section. Each section is directed by a Commander or Civilian Manager that reports to the Deputy Chief. The sections provide the services described below.

**Property/Evidence Unit**

- Catalogue and store evidence/property
- Ensure proper return or disposal of evidence/property
- Assist in the effective management and processing of evidence

## GOALS/OBJECTIVES:

- Implement bar-coding system




**Records Section**

- Maintenance of records
- Provision of public records
- 24 Hr. Public Service
- Data entry
- Management of court orders
- Crime Analysis
- Management of telephone and on-line reporting

Goals/Objectives:

- Implementing the AFIS livescan-Spillman interface
- Online Crime Reporting

**Administrative Section**

- Oversight of professional standards
- Coordination of training
- Coordination of recruiting/hiring
- Organization of crime prevention
- Identification of community resources
- Budget and financial oversight

Goals/Objectives:

- Achieve/maintain full staffing
- Implement 5th Edition CALEA revisions

## POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| Police Commander | 2.0 | 2.0 | 2.0 | 2.0 | 2.0 | 2.0 | 2.0 | 51C |
| Police Lieutenant | 6.0 | 6.0 | 6.0 | 4.0 | 4.0 | 4.0 | 4.0 | 45I |
| Records Manager | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 43 |
| Community Resource Manager | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 36A |
| Police Officer | 20.0 | 20.0 | 20.0 | 23.0 | 23.0 | 27.0 | 27.0 | 32G |
| Lead Records Specialist | 3.0 | 3.0 | 3.0 | 3.0 | 3.0 | 3.0 | 3.0 | 28A |
| Crime Analyst | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 27A |
| Accredidation Coordinator | - | - | - | - | - | 1.0 | 1.0 | 27A |
| Property/Evidence Custodian | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 25 |
| Community Relations and Information Specialist | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 24A |
| Police Support Officer | 3.0 | 2.0 | 2.0 | 3.0 | 3.0 | - | - | 21A |
| Property/Evidence Technician | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 20A |
| Administrative Assistant I | 2.0 | 2.0 | 2.0 | 2.0 | 2.0 | 2.0 | 2.0 | 18A |
| Records Specialist | 11.0 | 11.0 | 11.0 | 11.0 | 11.0 | 15.0 | 15.0 | 15A |
| Receptionist | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 14 |
| ***Total Regular Staffing*** | 54.0 | 53.0 | 53.0 | 55.0 | 55.0 | 61.0 | 61.0 | |
| ***Change from prior year*** | - | (1.0) | - | 2.0 | - | 6.0 | - | |
| Grand Total Staffing | 54.0 | 53.0 | 53.0 | 55.0 | 55.0 | 61.0 | 61.0 | |

# POLICE SUPPORT SERVICES

**Responsible Manager:** ***Brian Wilson, Chief***

## HIGHLIGHTS/CHANGES:

The Administrative Section will continue to evaluate staffing levels and responsibilities as well as the 2008 National Re-Accreditation. The Records Section is managing ongoing changes to its environment as the department moves through its technological advances. Field laptop report writing, the establishment of 802.11 wireless coverage and the move toward automated recording of property and evidence handling will be focus issues for the agency requiring a great deal of support from the records section.

## REVENUE AND EXPENDITURE SUMMARY:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| 34x | Contract/Services Chg | 615,212 | 902,553 | 642,190 | 642,190 | 704,500 | 708,000 | 722,775 | 65,810 | 10.2% |
| 3XX | General Gov't | 2,892,655 | 2,610,413 | 2,545,967 | 2,715,386 | 2,600,489 | 3,548,396 | 3,713,979 | 833,010 | 30.7% |
| | ***Total Revenues*** | $ 3,507,867 | $ 3,512,966 | $ 3,188,157 | $ 3,357,576 | $ 3,304,989 | $ 4,256,396 | $ 4,436,754 | $ 898,820 | 26.8% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries and Wages | 1,550,559 | 1,594,006 | 1,463,967 | 1,454,952 | 1,454,952 | 1,987,216 | 2,090,257 | 532,264 | 36.6% |
| 111/1 | Temp Help/Off Duty OT | 882 | 4,956 | 7,500 | 7,500 | - | 7,500 | 7,500 | - | 0.0% |
| 120 | Overtime | 33,485 | 50,598 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | - | 0.0% |
| 200 | Benefits | 363,185 | 419,314 | 410,417 | 408,851 | 408,851 | 586,286 | 630,001 | 177,435 | 43.4% |
| 31X | Supplies | 54,116 | 24,082 | 25,557 | 25,557 | 17,847 | 18,275 | 18,275 | (7,282) | -28.5% |
| 3XX | Other Opr Supplies | 73,726 | 81,962 | 56,884 | 56,884 | 46,100 | 53,716 | 53,716 | (3,168) | -5.6% |
| 41X | Professional Srvs | 62,699 | 50,347 | 55,469 | 55,469 | 27,000 | 40,000 | 40,000 | (15,469) | -27.9% |
| 43X | Travel & Training | 51,156 | 40,433 | 95,185 | 95,185 | 95,230 | 116,960 | 124,085 | 21,775 | 22.9% |
| 47/42 | Util & Comm | 30,030 | 6,457 | 400 | 400 | 360 | 100 | 100 | (300) | -75.0% |
| 48X | Repairs & Maint | 1,826 | 1,901 | 1,000 | 1,000 | 500 | 1,000 | 1,000 | - | 0.0% |
| 497 | Association Dues | 1,405 | 1,389 | 1,050 | 1,050 | 1,740 | 1,740 | 1,740 | 690 | 65.7% |
| 4XX | Other Misc Exp | 204,916 | 73,217 | 27,245 | 27,245 | 27,795 | 23,000 | 23,000 | (4,245) | -15.6% |
| 51/3X | Intgvtl Srvs/Taxes | 1,079,882 | 1,150,075 | 1,028,483 | 1,208,483 | 1,209,614 | 1,394,737 | 1,432,080 | 186,254 | 15.4% |
| | ***Total Opr Expend*** | $ 3,507,867 | $ 3,498,737 | $ 3,188,157 | $ 3,357,576 | $ 3,304,989 | $ 4,245,530 | $ 4,436,754 | $ 887,954 | 26.4% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 600 | Capital Outlays | - | 14,229 | - | - | - | 10,866 | - | 10,866 | n/a |
| | ***Total One-Time Exp*** | $ - | $ 14,229 | $ - | $ - | $ - | $ 10,866 | $ - | $ 10,866 | n/a |
| | ***Total Expenditures*** | $ 3,507,867 | $ 3,512,966 | $ 3,188,157 | $ 3,357,576 | $ 3,304,989 | $ 4,256,396 | $ 4,436,754 | $ 898,820 | 26.8% |

## PERFORMANCE MEASURES:

| Type/Description | 2005 | 2006 | 2007 | 2008 |
|---|---|---|---|---|
| Workload Measures: | | | | |
| • Number of neighborhood and community meetings attended | 239 | 167 | 208 | 250 |
| • Number of Orders of Protection processed | 1698 | 1,774 | 1,950 | 1,950 |
| • Number of Police Officer applicants | 171 | 135 | 210 | 170 |
| Outcome Measures: | | | | |
| • Number of false alarms with police response | 2,022 | 1,913 | 1,800 | 1,700 |
| • Number of firearms received into Property/Evidence | 130 | 139 | 146 | 157 |
| • Number of police officer candidate background investigations | 129 | 69 | 105 | 85 |
| • Number of training hours provided internally by FWPD | 9,586 | 5,872 | 6,283 | 6,752 |
| Efficiency Measures: | | | | |
| • % of false alarms that are billable* | 11% | 12% | 12% | 12% |
| • % of background investigations resulting in qualified candidate | 31% | 23% | 50% | 60% |
| • % of training hours provided internally by FWPD | 74% | 41% | 50% | 50% |

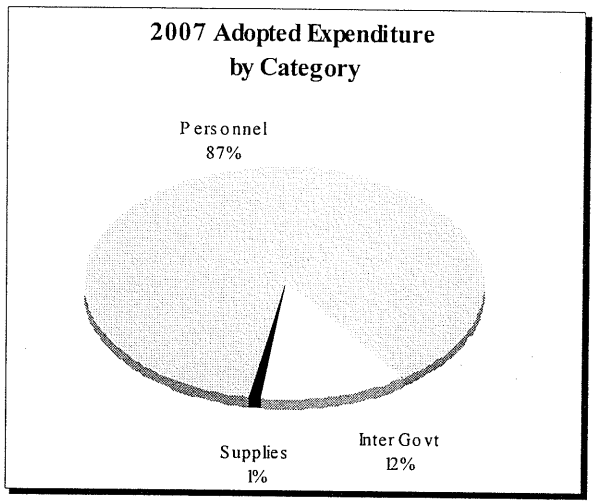
* Owners of alarmed buildings get three warning each fiscal year prior to being billed

# POLICE FIELD OPERATIONS DIVISION

**Responsible Manager:** ***Andy Hwang, Deputy Chief***

## PURPOSE/DESCRIPTION:

The Operations Division provides a 24-hour response to calls for service, investigates crimes, enforce laws, ordinances, and public orders with uniformed patrol, traffic units, and criminal investigations (detectives). In addition to the delivery of general police services, the Operations Division also provides special uniformed police officers in the following capacities: two neighborhood resource centers, six high schools resource officers, police services at the SeaTac Mall, 2 K-9 officers, SRT (Special Response Team) and a Nationally Certified Bomb Unit. The Criminal Investigations Section (CIS) contains three investigative units that specialize in crimes committed against persons, crimes committed against property, and crimes involving narcotics and/or vice. CIS also added a ProAct Team in 2005 to identify crime patterns and take proactive enforcement steps to address the pattern.




## GOALS/OBJECTIVES:

- Continue to participate in the overall department goal in the reduction of Index Crimes
- Continue to find methods to reduce quality of life crimes and crimes that impact families
- Maintain a pro-active approach to overall crime
- Provide assistance with the departments 2008 Re-Accreditation process

## POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| Police Commander | 4.0 | 4.0 | 4.0 | 4.0 | 4.0 | 4.0 | 4.0 | 51C |
| Police Lieutenant | 6.0 | 6.0 | 6.0 | 8.0 | 8.0 | 10.0 | 10.0 | 45I |
| Police Officer | 76.0 | 76.0 | 76.0 | 76.0 | 76.0 | 88.0 | 88.0 | 32G |
| Police Support Officer | 11.0 | 9.0 | 9.0 | 8.0 | 8.0 | - | - | 21A |
| Jail Coordinator | - | - | - | - | - | 1.0 | 1.0 | 21A |
| Quartermaster | - | - | - | - | - | 1.0 | 1.0 | 21A |
| Administrative Assistant I | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 18A |
| ***Total Regular Staffing*** | 98.0 | 96.0 | 96.0 | 97.0 | 97.0 | 105.0 | 105.0 | |
| ***Change from prior year*** | - | (2.0) | - | 1.0 | 1.0 | 8.0 | - | |
| Grand Total Staffing | 98.0 | 94.0 | 96.0 | 98.0 | 98.0 | 113.0 | 105.0 | |

## PERFORMANCE MEASURES:

| Type/Description | 2005 | 2006 | 2007 | 2008 |
|---|---|---|---|---|
| Workload Measures: | | | | |
| • Calls for Service | 74,885 | 73,084 | 72,000 | 72,000 |
| • Number of prisoners transported to Court | 1,616 | 1,401 | 1,500 | 1,610 |
| • Number of referrals from Child Protective Services (CPS) | 161 | 187 | 175 | 175 |
| Outcome Measures: | | | | |
| • Criminal case numbers drawn | 19,475 | 19,006 | 19,000 | 19,000 |
| • Field Interview Card completed | 1,612 | 1,585 | 1,695 | 1,822 |
| • Number of Orders of Protection served | 330 | 382 | 975 | 1,365 |
| • % of CPS referrals resulting in police action | 36% | 35% | 35% | 35% |
| • Total arrests | 5,090 | 5,664 | 6,060 | 6,513 |
| Efficiency Measures: | | | | |
| • % of criminal cases filed by CIS | 47% | 45% | 45% | 45% |
| • Response time to Emergency Calls* | 3.70 | 4.86 | 4.50 | 4.0 |
| • Average response time (for all calls for service) | 15.37 | 15.84 | 14.74 | 13.47 |
| • % of arrests requiring force | 2.5% | 1.8% | 1% | 1% |

* Includes "Emergency" and "Priority 1" calls

## POLICE FIELD OPERATIONS DIVISION

**Responsible Manager:** ***Andy Hwang, Deputy Chief***

### HIGHLIGHTS/CHANGES:

The Patrol Section will be implementing a staffing model that provides additional patrol presence during peak hours for service. This should not only reduce response time, but provide additional time for patrol officers to be proactive in finding solutions for on-going criminal problem. The ProAct Unit will achieve full staffing, allowing it to become aggressive in combating high profile crime patterns. The Criminal Investigations Section will evaluate the value of creating core positions to increase expertise. In addition, it will explore methods to focus on crimes that fracture our Federal Way families.

### REVENUE AND EXPENDITURE SUMMARY:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| 317 | Gambling/CJ Sales Tax | $ 3,092,179 | $ 3,319,045 | $ 3,022,000 | $ 3,292,000 | $ 3,195,240 | $ 3,242,502 | $ 3,344,627 | $ (49,498) | -1.5% |
| 331 | Grants | 139,926 | 57,216 | - | 114,086 | 114,086 | - | - | (114,086) | -100.0% |
| 36x | Other Revenues | 321,217 | 518,733 | 358,000 | 373,000 | 356,000 | 336,200 | 291,171 | (36,800) | -9.9% |
| 39X | Transfer-In from Utax | - | 625,000 | 625,000 | 625,000 | 625,000 | 700,000 | 728,000 | 75,000 | 12.0% |
| 3XX | General Gov't | 8,503,838 | 7,464,060 | 8,628,718 | 8,969,073 | 9,671,385 | 10,040,254 | 10,769,699 | 1,071,181 | 11.9% |
| | ***Total Revenues*** | $ 12,057,159 | $ 11,984,055 | $ 12,633,718 | $ 13,373,159 | $ 13,961,711 | $ 14,318,956 | $ 15,133,497 | $ 945,797 | 7.1% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries and Wages | 7,526,852 | 7,320,195 | 8,116,669 | 8,304,796 | 8,304,796 | 9,170,615 | 9,768,970 | 865,819 | 10.4% |
| 111/1 | Temp Help/Off Duty OT | - | - | - | - | - | - | - | - | n/a |
| 120 | Overtime | 575,669 | 550,387 | 420,000 | 397,306 | 397,306 | 418,000 | 455,627 | 20,694 | 5.2% |
| 200 | Benefits | 2,005,843 | 2,071,351 | 2,565,907 | 2,621,419 | 2,621,419 | 2,760,060 | 2,915,674 | 138,641 | 5.3% |
| 31X | Supplies | 62,345 | 53,767 | 44,131 | 37,783 | 43,164 | 39,800 | 39,800 | 2,017 | 5.3% |
| 36X | Maintenance Supplies | - | - | - | - | - | - | - | - | n/a |
| 3XX | Other Opr Supplies | 50,874 | 66,991 | 19,636 | 19,636 | 52,508 | 69,538 | 76,288 | 49,902 | 254.1% |
| 41X | Professional Srvs | 7,522 | 5,106 | 850 | 550 | 2,000 | 2,000 | 2,000 | 1,450 | 263.6% |
| 43X | Travel & Training | 47,013 | 53,191 | - | - | - | - | - | - | n/a |
| 47/42 | Utilities & Comm | 1,030 | 636 | 1,400 | 1,400 | 515 | 1,550 | 1,550 | 150 | 10.7% |
| 48X | Repairs & Maint | 9,741 | 10,922 | 1,500 | 1,500 | 8,000 | 8,000 | 8,000 | 6,500 | 433.3% |
| 497 | Association Dues | 1,128 | 1,935 | 800 | 800 | 980 | 1,150 | 1,150 | 350 | 43.8% |
| 4XX | Other Misc Exp | 22,994 | 32,058 | 5,150 | 5,150 | 10,916 | 11,000 | 10,500 | 5,850 | 113.6% |
| 51/3X | Intgvtl Services/Taxes | 1,211,898 | 1,400,791 | 1,384,060 | 1,384,060 | 1,484,122 | 1,668,128 | 1,838,022 | 284,068 | 20.5% |
| 954 | Fleet M&O | 8,574 | 6,000 | 7,615 | 7,615 | 7,704 | 10,723 | 10,745 | 3,108 | 40.8% |
| 900 | Replacement Reserves | - | - | - | - | - | - | 5,171 | - | n/a |
| | ***Total Opr Expend*** | $ 11,531,483 | $ 11,573,330 | $ 12,567,718 | $ 12,782,015 | $ 12,933,430 | $ 14,160,564 | $ 15,133,497 | $ 1,378,549 | 10.8% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 110 | Salaries and Wages | 5,485 | - | 61,000 | - | 338,462 | - | - | - | n/a |
| 120 | Overtime | 410 | - | - | - | - | - | - | - | n/a |
| 200 | Benefits | 1,616 | - | - | - | 101,538 | - | - | - | n/a |
| 31X | Supplies | - | 1,943 | - | 5,595 | 5,595 | - | - | (5,595) | -100.0% |
| 3XX | Other Opr Supplies | 204,475 | 123,322 | 5,000 | 343,610 | 344,610 | 105,512 | - | (238,098) | -69.3% |
| 41X | Professional Services | 17,219 | 1,531 | - | 300 | - | - | - | (300) | -100.0% |
| 43X | Travel & Training | 15,616 | 16,673 | - | - | - | - | - | - | n/a |
| 47/42 | Utilities & Comm | 15,832 | 1,260 | - | - | - | - | - | - | n/a |
| 480 | Repairs & Maint | 15,128 | 8,787 | - | - | - | - | - | - | n/a |
| 497 | Association Dues | 50 | 4,263 | - | - | - | - | - | - | n/a |
| 4XX | Other Misc Exp | 3,720 | 11,480 | - | 15,000 | 15,000 | - | - | (15,000) | -100.0% |
| 552 | Interfund Contributions | 200,000 | 12,761 | - | - | - | - | - | - | n/a |
| 600 | Capital Outlays | 39,399 | 175,817 | - | 107,588 | 107,588 | 50,200 | - | (57,388) | -53.3% |
| 900 | Intfund Svc Pmts | 6,726 | 52,889 | - | 119,051 | 115,488 | 2,680 | - | (116,371) | -97.7% |
| | ***Total One-Time Exp*** | $ 525,676 | $ 410,725 | $ 66,000 | $ 591,144 | $ 1,028,281 | $ 158,392 | $ - | $ (432,752) | -73.2% |
| | ***Total Expenditures*** | $ 12,057,159 | $ 11,984,055 | $ 12,633,718 | $ 13,373,159 | $ 13,961,711 | $ 14,318,956 | $ 15,133,497 | $ 945,797 | 7.1% |

**FEDERAL WAY INDEX CRIME RATE:**

Index crime rates are reported to the FBI monthly by municipal, county and other jurisdictions across the nation and were initiated as part of the Uniform Crime Reporting System in the late 1920's. Eight crime categories are monitored as the Index of serious crime in jurisdictions, with four categories (Homicide, Rape, Robbery, and Felony Assault) considered violent crimes, and four categories (Burglary, Theft or Larceny, Auto Theft, and Arson) considered non-violent or property crimes. Index crime rates are important as a basis for comparing with other similar jurisdictions or with jurisdictions' own rates historically, and are used by various publications as one of the considerations in ranking desirable places to live.

| Crime | 1996 | 1997 | 1998 | 1999 | 2000 | 2001 | 2002 | 2003 | 2004 | 2005 | 2006 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Homicide | 3 | 2 | 2 | 4 | 7 | 4 | 4 | 2 | - | 8 | 1 |
| Rape | 73 | 37 | 58 | 53 | 43 | 49 | 34 | 50 | 50 | 55 | 64 |
| Robbery | 188 | 154 | 153 | 115 | 128 | 124 | 108 | 125 | 121 | 153 | 146 |
| Felony Assault | 171 | 121 | 159 | 167 | 158 | 141 | 120 | 120 | 109 | 101 | 120 |
| Burglary | 965 | 643 | 648 | 573 | 533 | 521 | 677 | 672 | 759 | 793 | 753 |
| Larceny | 4,086 | 3,901 | 3,393 | 3,097 | 3,072 | 3,516 | 3,347 | 3,145 | 3,257 | 3,786 | 3,230 |
| Auto Theft | 807 | 746 | 761 | 808 | 849 | 1,179 | 1,206 | 1,204 | 1,118 | 1,573 | 1,199 |
| Arsons | 35 | 24 | 39 | 38 | 36 | 17 | 29 | 14 | 23 | 24 | 26 |
| **Total** | **6,328** | **5,628** | **5,213** | **4,855** | **4,826** | **5,551** | **5,525** | **5,332** | **5,437** | **6,493** | **5,539** |
| **Population** | **75,240** | **75,960** | **76,820** | **76,910** | **83,259** | **83,890** | **83,850** | **83,500** | **85,800** | **85,800** | **86,530** |

## PUBLIC WORKS
**ADMINISTRATION**
Cary Roe, P.E.
Public Works Director

1.0 FTE
Department Total: 43.5FTE

- Regional Issues and Involvement
- Coordinate Interlocal PW Affairs
- Department Direction/Operations
- Intradepartmental coordination
- Department Budget Management
- Emergency Management Program Coordination
- City Council/Committee/Commission support

### DEPUTY PUBLIC WORKS DIRECTOR
Ken Miller, P.E.
Deputy Director
1.0 FTE

- Department Budget Preparation
- Inter-Department Coordination
- Comprehensive Plan Updates
- Capital Improvement Program
- Contract Management
- City Council/Committee/Commission Support

### ADMINISTRATIVE SUPPORT
Darlene LeMasters
Administrative Assistant II
3.0 FTE

- Budget assistance
- Purchasing/contract assistance
- Central filing
- Phone coverage
- Word Processing/data input
- Emergency/Disaster response

### DEVELOPMENT SERVICES
William Appleton, P.E.
Development Services Manager

5.5 FTE

- Perform civil engineering public works plan review for residential and commercial projects
- Determine development impacts
- Inspect construction projects performed on private property and public ROW
- Administer development bonding requirements
- Provide assistance to development community and citizens
- Administer PW Development Standards Manual

### TRAFFIC SYSTEMS
Rick Perez, P.E.
Traffic Engineer

5.5 FTE

- Traffic signal, signing, street lighting and pavement marking maintenance
- Development Review and Mitigation of Transportation Impacts
- Neighborhood Traffic Safety Program
- Transportation Planning
- Administer City-Wide Commute Trip Reduction Program
- Manage capital improvements and grant applications
- Traffic Signal Timing

### STREET SYSTEMS
Marwan Salloum, P.E.
Street Systems Manager

11.0 FTE

- Manage streets maintenance
- Manage pavement conditions and street overlay program
- Manage capital improvements
- Grant application and compliance
- Right-of-way vegetation management
- Street sweeping
- Litter control
- Administer right-of-way permits
- Manage snow & ice removal
- After hours call out

### EMERGENCY MANAGEMENT
Ray Gross
Emergency Mgmt Coordinator

1.0 FTE

- GFW Partner Coordination
- Participation in Zone 3 and Regional Mitigation & Disaster Planning
- Maintain NIMS Compliance
- Grant Application / Admin.
- Training
- GFW Disaster Planning
- Conduct GFWEOC Exercises
- Public Education & Involvement

### SOLID WASTE MANAGEMENT
Rob Van Orsow
Solid Waste & Recycling Coordinator

1.5 FTE

- Manage Solid Waste/Recycling Utility and franchise agreement
- Coordinate city-wide waste reduction program & recycling programs
- Coordinate with county in compliance with county-wide solid waste & hazardous waste plans
- Apply for and manage solid waste and recycling grants

### SURFACE WATER MANAGEMENT
Paul Bucich, P.E.
Surface Water Manager

14.0 FTE

- Water quality management
- Long-range capital improvement plan
- Manage Surface Water Facility Maintenance
- After hours callout
- Plan review interface
- ESA/NPDES Compliance
- Manage Capital Improvements

## PUBLIC WORKS DEPARTMENT OVERVIEW

**Responsible Manager:** ***Cary Roe, P.E., Public Works Director***

### 2005/2006 ACCOMPLISHMENTS

- Participate in the King County Comprehensive Solid Waste Management Plan update and adoption process
- Provide spring and fall recycling collection events
- Completed the following projects:
  - 21st Ave S grid road from S 316th to S 320th Streets
  - S 336th Street at First Way South Intersection Improvement Project
  - Westway Street Lighting Project
  - Joe's Creek Habitat Restoration Project
  - East Branch Lakota Creek Channel Restoration Project
  - South 333rd at 1st Way South Traffic Signal

- Completed the design and right of way acquisition for Pacific Highway S HOV Lanes Phase "III" Improvement Project (from S 284th Street to SR-509)
- Completed Planned Action SEPA for the City Center Redevelopment Project
- Completed the City Center Access Study
- Participated with WSDOT and other project stakeholders to secure project funding and complete environmental assessment for the Triangle Project
- Supported development projects at the Commons, Federal Way Crossing, Federal Way Market Place, and Community Center
- Updated to Greater Federal Way Emergency Operations Center (GFW EOC) Plan to be compliant with the National Incident Management System (NIMS)
- Established a City of Federal Way Pandemic Response Plan
- Conduct Introduction to NIMS training (IS-700) and Incident Command System (ICS) 100 & 200 for GFW EOC responders

### 2007/2008 ANTICIPATED KEY PROJECTS

- Annexation of the Potential Annexation Area (PAA)
- Implement Transportation Concurrency Program
- Construct:
  - Pacific Highway S HOV Lanes Phase III Improvement Project
  - 21st Ave SW/SW 357th St (SW 356th St to 22nd Ave SW)
  - SR161 and SR18 Street Intersection Improvement Project
  - South 373rd Street bridge at Hylebos Creek in conjunction with WSDOT
  - Outlet improvements for Lake Jeane and Lake Lorene
  - The 26th Avenue SW Stormline Replacement Project
  - Complete Project Design and Acquisition of Right of Way (ROW) for:
    - Pacific Highway S HOV Lanes Phase IV Improvement Project
    - S 356th and SR99 intersection improvements
- Pursue grant funding for the City Center Access environmental study and Transportation Improvement Projects
- Support residential and commercial development projects such as Campus Crest, Wynnstone, Lowe's, and The Commons
- Reevaluate the Traffic Impact Fee concept
- Update the transportation element of the City's Comprehensive plan
- Update transportation model for 2030 planning horizon

## PUBLIC WORKS DEPARTMENT OVERVIEW

**Responsible Manager:** ***Cary Roe, P.E., Public Works Director***

### ADOPTED PROGRAM CHANGES:

| Description | Department Submitted | | | | | | Adopted | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | 2007 | | 2008 | | | | | 2007 | | 2008 | |
| | FTE | Fleet | 1-Time | Ongoing | 1-Time | Ongoing | | FTE | Fleet | 1-Time | Ongoing | 1-Time | Ongoing |
| TR-Reduce Street Lighting | - | - | - | (27,680) | - | (27,680) | N | - | - | - | - | - | - |
| TR-Reduce Traffic Calming | - | - | - | (10,000) | - | (10,000) | N | - | - | - | - | - | - |
| ST-Reduce WSDOT Maint Contract | - | - | - | (13,747) | - | (15,811) | N | - | - | - | - | - | - |
| ST-Eliminate Basket/Banner Program | - | - | - | (16,250) | - | (16,250) | N | - | - | - | - | - | - |
| **Subtotal Cost Reductions** | - | - | $ - | $ (67,677) | $ - | $ (69,741) | | - | - | $ - | $ - | $ - | $ - |
| TR-Traffic Concurrency Management | 1.0 | - | 8,020 | - | - | - | Y | 1.0 | - | 8,020 | - | - | - |
| TR-Increase KC Traffic Maint Contract | - | - | - | 5,460 | - | 11,060 | Y | - | - | - | 5,460 | - | 11,060 |
| TR-Maint of Completed Traffic CIP Proj | - | - | - | 37,205 | - | 37,205 | Y | - | - | - | 37,205 | - | 37,205 |
| TR-Advance Historical Society Goals | - | - | - | - | - | - | Y | - | - | 5,000 | - | - | - |
| CTR-Commute Trip Reduction Plan | - | - | - | 10,880 | - | 11,760 | Y | - | - | - | 10,880 | - | 11,760 |
| ST-Replace Pickup Truck-Use Rsvs | - | - | - | - | - | - | Y | - | - | - | - | - | - |
| ST-Maint of Completed CIP Projects | - | - | - | 18,000 | - | 68,000 | Y | - | - | - | 18,000 | - | 68,000 |
| ST-Tree Replacement | - | - | - | - | - | - | Y | - | - | - | 8,400 | - | 8,400 |
| EM-Emergency Fuel for Generator | - | - | 77,000 | 3,000 | - | 3,000 | Y | - | - | 77,000 | 3,000 | - | 3,000 |
| **Subtotal Additions** | 1.0 | - | $ 85,020 | $ 74,545 | $ - | $ 131,025 | | 1.0 | - | $ 90,020 | $ 82,945 | $ - | $ 139,425 |
| **Total - PW Street Fund** | 1.0 | - | $ 85,020 | $ 6,868 | $ - | $ 61,284 | | 1.0 | - | $ 90,020 | $ 82,945 | $ - | $ 139,425 |
| Increase Litter Contract | - | - | - | 13,250 | - | 13,250 | Y | - | - | - | 18,250 | - | 18,250 |
| **Total - Solid Waste & Recycling** | - | - | $ - | $ 13,250 | $ - | $ 13,250 | | - | - | $ - | $ 18,250 | $ - | $ 18,250 |
| Water Quality Maint Materials/Contract | - | - | - | 8,500 | - | 8,500 | Y | - | - | - | 8,500 | - | 8,500 |
| Increase Temporary Help | - | - | - | 4,480 | - | 4,480 | Y | - | - | - | 4,480 | - | 4,480 |
| NPDES Permit Fee | - | - | - | 500 | - | 2,100 | Y | - | - | - | 500 | - | 2,100 |
| Increase Street Sweeping | - | - | - | 32,000 | - | 35,000 | Y | - | - | - | 32,000 | - | 35,000 |
| Replace Callout Vehicle-Use Reserves | - | - | - | - | - | - | Y | - | - | - | - | - | - |
| Replace 2 Trailers-Use Reserves | - | - | - | - | - | - | Y | - | - | - | - | - | - |
| Repl 2 Storage Containers-Use Rsvs | - | - | - | - | - | - | Y | - | - | - | - | - | - |
| **Total - Surface Water Mgmt** | - | - | $ - | $ 45,480 | $ - | $ 50,080 | | - | - | $ - | $ 45,480 | $ - | $ 50,080 |

## PUBLIC WORKS DEPARTMENT OVERVIEW

**Responsible Manager:** ***Cary Roe, P.E., Public Works Director***

## ADOPTED CAPITAL PROJECTS AND FUNDING SOURCES:

### Transportation Projects:

**6-Year CIP Plan**
**Adopted Projects and Fund Sources ($000)**

| Transportation Projects Location | Project Total | External/Pr Sources | | | Balance Needed | Adopted 2007-08 Allocations | | | | | | Future Needs |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | Grant | Mitig. | Prior Yr | | REET | Ut Tx | Fuel Tx | Other | Grants | Total | |
| Annual Asphalt Overlay Program | $ 4,048 | $ - | $ - | $ - | $ 4,048 | $ - | $ 2,800 | $ 1,218 | $ 30 | $ - | $ 4,048 | $ - |
| Annual Transportation System Safety Improvements | 700 | - | - | - | 700 | - | - | 700 | - | - | 700 | - |
| S 320th St HOV: 8th Ave So to SR 99 | 6,765 | 4,736 | 194 | - | 1,835 | - | - | - | - | - | - | 1,835 |
| SR99 HOV Lanes Phase III - S 284th St to SR509 | 21,400 | 5,000 | 448 | 2,845 | 13,107 | - | - | - | 200 | 12,907 | 13,107 | - |
| S 348th Street: 9th Avenue S - SR99 | 4,300 | - | 645 | - | 3,655 | - | 1,000 | - | 75 | 2,580 | 3,655 | - |
| S 320th St. @ 1st Ave S. | 6,374 | 3,824 | 203 | 1,157 | 1,190 | - | - | - | 75 | - | 75 | 1,115 |
| S 320th St. @ 20th Ave S. | 1,482 | 889 | 105 | - | 488 | - | - | - | - | - | - | 488 |
| S 356th Street @ Pacific Highway Intersection Impv. | 7,518 | 378 | 1,170 | 1,120 | 4,850 | - | 200 | - | 450 | 4,200 | 4,850 | - |
| SR18 @ SR161 Intersection Impv | 1,737 | - | 462 | 950 | 325 | - | - | - | 325 | - | 325 | - |
| S 348th Street @ 1st Avenue S | 2,430 | 1,458 | 180 | 511 | 281 | - | - | - | 50 | - | 50 | 231 |
| S 352nd Street; SR-99 to SR-161 | 5,200 | 3,120 | - | - | 2,080 | - | 500 | - | 500 | - | 1,000 | 1,080 |
| 21st Av SW Ext: SW 356th St - 22nd Av SW | 1,155 | - | 91 | 326 | 738 | - | - | - | 238 | 500 | 738 | - |
| SW 320th Street @ 21st Avenue SW | 1,748 | - | - | - | 1,748 | - | - | - | - | - | - | 1,748 |
| SW 320th Street @ 47th Avenue SW | 360 | - | - | - | 360 | - | - | - | - | - | - | 360 |
| S 312th Street @ 28th Avenue S | 136 | - | - | - | 136 | - | - | - | - | - | - | 136 |
| Pacific Highway HOV Lanes Phases IV - SR-509 to S 312th | 19,400 | 6,118 | 330 | 550 | 12,402 | - | 500 | - | 750 | 4,500 | 5,750 | 6,652 |
| S 320th Street: 1st Ave S to 8th Ave S | 6,763 | 4,057 | - | - | 2,706 | - | - | - | - | - | - | 2,706 |
| SW 336th Way/SW 340th Street: 26th Place SW-Hoyt Road | 7,777 | 4,665 | - | - | 3,112 | - | - | - | - | - | - | 3,112 |
| Military Road S: Star Lake Road to S 288th Street | 5,941 | 3,565 | - | - | 2,376 | - | - | - | - | - | - | 2,376 |
| SW 356th Street / BPA Trail Signal | 315 | - | - | 315 | - | - | - | - | - | - | - | - |
| City Center Access Phase 4 | 11,800 | - | - | - | 11,800 | - | - | - | - | - | - | 11,800 |
| S 356th Street SR 99-SR161 | 5,979 | 2,511 | - | - | 3,468 | - | - | - | - | - | - | 3,468 |
| SW 312th Street @ SR509 | 1,202 | - | 163 | - | 1,039 | - | - | - | - | - | - | 1,039 |
| 1st Ave S @ S 328th Street | 459 | - | 58 | - | 401 | - | - | - | - | - | - | 401 |
| 10th Ave SW Impv: SW Campus Dr - SW344th St | 8,632 | - | 171 | - | 8,461 | - | - | - | - | - | - | 8,461 |
| City Center Access Study Phase 2 | 3,500 | - | 5 | 700 | 2,795 | 2,200 | 600 | - | - | - | 2,800 | (5) |
| S 304th Street @ 28th Ave S | 393 | - | - | - | 393 | - | - | - | - | - | - | 393 |
| 1st Av S: S292 -@312 | 713 | - | - | - | 713 | - | - | - | - | - | - | 713 |
| City Center Access Phase 3 -- S 320th Street @ I-5 | 2,850 | - | 64 | - | 2,786 | - | - | - | - | - | - | 2,786 |
| S 314th St: 20th Av S - 23rd Av S - Install new sidewalks | 381 | - | - | - | 381 | - | - | - | - | - | - | 381 |
| Total Transportation Projects | $ 141,458 | $ 40,321 | $ 4,289 | $ 8,474 | $ 88,374 | $ 2,200 | $ 5,600 | $ 1,918 | $ 2,693 | $ 24,687 | $ 37,098 | $ 51,276 |

| | |
|---|---|
| City Capital Project Impact to M&O Added in 07/08 Operating Budget: | $ 26 |

## PUBLIC WORKS DEPARTMENT OVERVIEW

**Responsible Manager:** ***Cary Roe, P.E., Public Works Director***

### Surface Water Management Projects:

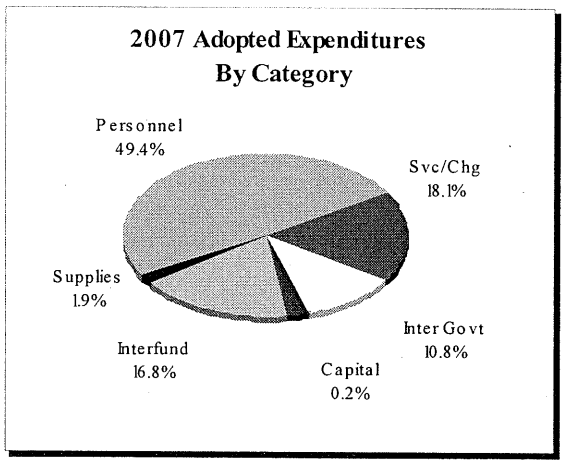
| Surface Water Project Description | Project Total | External/Pr Sources | | | Balance Needed | Adopted 2007-08 Allocations | | | | | | Future Needs |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | Grant | Mitig. | Prior Yr | | REET | Ut Tx | Fuel Tx | Fees | GFund | Total | |
| Small CIP -- Annual Program | $ 407 | $ - | $ - | $ - | $ 407 | $ - | $ - | $ - | $ 407 | $ - | $ 407 | $ - |
| East Branch Lakota Creek Channel Restoration | 779 | - | - | 981 | (202) | - | - | - | - | - | - | (202) |
| Lake Jeane Outlet Control Structure | 555 | - | - | 179 | 376 | - | - | - | 376 | - | 376 | - |
| SW 332nd Street (26th AV. SW) Trunk Replacement Project | 835 | - | - | 810 | 25 | - | - | - | 25 | - | 25 | - |
| Mirror Basin detention pond - East 15-inch lateral/detention | 248 | - | - | 248 | - | - | - | - | - | - | - | - |
| S 373rd Street Hylebos Creek Bridge Replacement | 910 | - | - | 910 | - | - | - | - | - | - | - | - |
| SR 99 Phase III Roadway Improvements | 150 | - | - | - | 150 | - | - | - | 150 | - | 150 | - |
| Lake Lorene Outlet Control Structure | 390 | - | - | - | 390 | - | - | - | 390 | - | 390 | - |
| Outlet Channel Modification | 180 | - | - | - | 180 | - | - | - | 180 | - | 180 | - |
| 10th Avenue S. Drainage Improvements | 430 | - | - | - | 430 | - | - | - | 430 | - | 430 | - |
| S. 336th and 34th Avenue S. Drainage Improvement | 145 | - | - | - | 145 | - | - | - | 25 | - | 25 | 120 |
| S 308th St. Lateral Drainage Interceptor | 165 | - | - | - | 165 | - | - | - | 60 | - | 60 | 105 |
| 1st Way South Trunk Replacement | 671 | - | - | - | 671 | - | - | - | 98 | - | 98 | 573 |
| S 316th Place Detention Facility | 605 | - | - | - | 605 | - | - | - | - | - | - | 605 |
| Lower Joe's Creek Habitat Restoration | 2,223 | - | - | - | 2,223 | - | - | - | - | - | - | 2,223 |
| Low Flow Diversion /Infiltration Trench | 310 | - | - | - | 310 | - | - | - | - | - | - | 310 |
| 21st Avenue SW Detention Facility | 416 | - | - | - | 416 | - | - | - | - | - | - | 416 |
| Total Projects | $ 9,419 | $ - | $ - | $ 3,128 | $ 6,291 | $ - | $ - | $ - | $ 2,141 | $ - | $ 2,141 | $ 4,150 |

## PUBLIC WORKS DEPARTMENT OVERVIEW

**Responsible Manager:** ***Cary Roe, P.E., Public Works Director***

### PURPOSE/DESCRIPTION:

The Public Works Department has a mission to: Provide a vehicle for the City Council to achieve its vision of Federal Way's future, operate a Public Works organization with sound management that meets Federal Way's needs responsibly, provide prompt, courteous, quality, helpful services, and assist our community to achieve its goals to improve its northwest living and business environment with special emphasis on improving transportation, surface water systems, and the permit process.




The Public Works Department is organized into seven divisions. The Administrative Services Division provides the overall management of the department. The Development Services Division provides the engineering plan reviews and inspections of development projects. The Traffic Division provides transportation planning, traffic operations, and neighborhood traffic services. The Street Systems Division provides the street improvements and maintenance functions. The Surface Water Management Division provides the surface water systems improvements and maintenance functions. The Solid Waste and Recycling Division manage the solid waste/recycling utility and franchise contract. The Emergency Management Division provides services and planning coordination through the Greater Federal Way Emergency Operation Team in conjunction with Lakehaven Utility District, Federal Way School District, and the Federal Way Fire Department.

### DEPARTMENT SUMMARY:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| 3XX | General Fund | $ 1,912,754 | $ 1,707,671 | $ 1,912,961 | $ 2,085,212 | $ 2,053,197 | $ 2,276,539 | $ 2,295,813 | $ 191,328 | 9.2% |
| 336 | State Shared Rev | 1,861,762 | 2,050,806 | 1,944,894 | 1,952,635 | 1,945,254 | 1,883,000 | 1,883,000 | (69,635) | -3.6% |
| 34x | Service Charges | 4,112,072 | 4,115,416 | 4,147,297 | 4,147,297 | 4,172,498 | 4,512,673 | 4,573,411 | 365,377 | 8.8% |
| 36x | Other Revenues | 30,077 | 130,065 | 26,470 | 47,470 | 110,915 | 82,470 | 82,470 | 35,000 | 73.7% |
| 397 | Capital Projects | 2,770 | - | - | - | - | - | - | - | n/a |
| 397 | Utility Tax | 1,376,657 | 1,176,525 | 1,200,925 | 1,200,925 | 1,200,925 | 1,776,366 | 1,837,606 | 575,441 | 47.9% |
| ***Total Revenue*** | | $ 9,296,092 | $ 9,180,483 | $ 9,232,546 | $ 9,433,538 | $ 9,482,788 | $ 10,531,048 | $ 10,672,300 | $ 1,097,511 | 11.6% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 210 | Administration | 398,338 | 399,202 | 418,655 | 421,125 | 418,132 | 428,782 | 444,867 | 7,657 | 1.8% |
| 220 | Development Srvs | 520,842 | 501,231 | 520,946 | 527,609 | 526,585 | 526,131 | 553,067 | (1,478) | -0.3% |
| 230 | Traffic Services | 1,319,273 | 1,257,235 | 1,358,078 | 1,363,224 | 1,361,657 | 1,603,153 | 1,645,325 | 239,929 | 17.6% |
| 240 | Street Services | 1,268,980 | 1,269,818 | 1,487,330 | 1,508,503 | 1,446,265 | 1,597,943 | 1,678,148 | 89,439 | 5.9% |
| 270 | Emergency Operations | - | - | 7,000 | 118,000 | 126,072 | 142,751 | 152,706 | 24,751 | 21.0% |
| ***Total GF Opr Exp*** | | $ 3,507,432 | $ 3,427,486 | $ 3,792,010 | $ 3,938,462 | $ 3,878,712 | $ 4,298,759 | $ 4,474,113 | $ 360,298 | 9.1% |
| 102 | Arterial St-St Overlay | - | - | - | - | - | - | - | - | n/a |
| 106 | Solid Waste | 226,060 | 221,876 | 242,313 | 242,850 | 242,699 | 264,833 | 269,804 | 21,984 | 9.1% |
| 401 | Surface Water Mgmt | 2,578,605 | 2,635,769 | 2,914,454 | 2,946,370 | 2,925,957 | 3,010,510 | 3,115,230 | 64,140 | 2.2% |
| ***Total Non-GF Opr Exp*** | | $ 2,804,665 | $ 2,857,645 | $ 3,156,766 | $ 3,189,219 | $ 3,168,655 | $ 3,275,344 | $ 3,385,033 | $ 86,124 | 2.7% |
| | ***TOTAL OP EXP*** | $ 6,312,097 | $ 6,285,131 | $ 6,948,776 | $ 7,127,681 | $ 7,047,367 | $ 7,574,103 | $ 7,859,147 | $ 446,422 | 6.3% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 210 | Administration | 12,593 | 82,427 | - | - | - | 140 | 613 | 140 | n/a |
| 230 | Traffic Services | 122,731 | 80,172 | - | 49,872 | 158,872 | 13,233 | 932 | (36,639) | -73.5% |
| 240 | Street Services | 45,177 | 54,364 | 16,250 | 46,250 | 46,250 | 289 | 1,268 | (45,961) | -99.4% |
| 270 | Emergency Operations | - | - | - | 75,404 | 75,404 | 77,000 | - | 1,596 | 2.1% |
| 102 | Trsfr to Str/Overlay | 2,243,765 | 1,495,866 | 1,502,520 | 1,599,792 | 1,599,792 | 2,023,894 | 2,023,894 | 424,102 | 26.5% |
| 106 | Solid Waste | 63,978 | 100,276 | 107,000 | 97,280 | 97,280 | 100,057 | 100,256 | 2,777 | 2.9% |
| 401 | SWM Ops | 1,531,066 | 178,257 | 779,290 | 733,464 | 733,465 | 951,343 | 1,191,502 | 217,879 | 29.7% |
| ***Total One-Time Exp*** | | $ 4,019,310 | $ 1,991,362 | $ 2,405,060 | $ 2,602,062 | $ 2,711,063 | $ 3,166,159 | $ 3,319,357 | $ 564,097 | 21.7% |
| ***Total Expenditures*** | | $ 10,331,407 | $ 8,276,494 | $ 9,353,836 | $ 9,729,743 | $ 9,758,430 | $ 10,740,262 | $ 11,178,504 | $ 1,010,519 | 10.4% |

## PUBLIC WORKS DEPARTMENT OVERVIEW

**Responsible Manager:** ***Cary Roe, P.E., Public Works Director***

### DEPARTMENT POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| Public Works Director | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 58F |
| Deputy Public Works Director | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 52 |
| City Traffic Engineer | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 50 |
| Street Systems Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 50 |
| SWM Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 50 |
| Development Services Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 48 |
| Senior Traffic Engineer | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 43 |
| Street Systems Project Engineer | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 43 |
| SWM Project Engineer | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 43 |
| Emergency Management Coordinator | - | - | - | 1.00 | 1.00 | 1.00 | 1.00 | 41 |
| Traffic Engineer | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 2.00 | 2.00 | 41 |
| Senior Engineer Plans Reviewer | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 40 |
| SW Quality Program Coord | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 39 |
| Street Systems Engineer | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 38 |
| SWM Engineer | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 38 |
| Street Systems Maint Supervisor | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 36 |
| Surface Water Quality Specialist | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 36 |
| SWM Maintenance Supervisor | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 36 |
| SWM R/D Inspector | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 36 |
| Engineering Plans Reviewer | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 34 |
| Solid Waste/Recycling Coordinator | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 34 |
| Construction Inspector | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 32 |
| Engineering Technician | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 28 |
| Maintenance Worker II | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 24m |
| Recycling Project Manager | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | 24 |
| Administrative Assistant II | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 21 |
| Maintenance Worker I | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 | 20m |
| Administrative Assistant I | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 18 |
| ***Total Regular Staffing*** | 41.50 | 41.50 | 41.50 | 42.50 | 42.50 | 43.50 | 43.50 | |
| ***Change from prior year*** | 1.00 | - | - | 1.00 | - | 1.00 | - | |
| Grand Total Staffing | 41.50 | 41.50 | 41.50 | 42.50 | 42.50 | 43.50 | 43.50 | |

## PUBLIC WORKS DEPARTMENT OVERVIEW

**Responsible Manager:** ***Cary Roe, P.E., Public Works Director***

### HIGHLIGHTS/CHANGES:

Emergency Management: In the 2007/2008 budget, an Emergency Management Division was created within Public Works. There has been $3,500 for supplies and $7,000 for the GFW Emergency Management transferred from the Administration budget to the Emergency Management budget and a base budget established for this division.

City Manager Recommended Changes: The following is a list of recommended additions to the Public Works budget: street trees ($8,400 in 2007 and 2008), increased cost for King County Traffic Maintenance ($5,460 in 2007 and $11,060 in 2008), increased Traffic Maintenance costs due to CIP projects ($37,205 for 2007 and 2008), funding for CTR Flex Pass ($10,880 in 2007 and $11,760 in 2008), Streets Maintenance costs due to CIP projects ($18,000 in 2007 and $68,000 in 2008), purchasing a larger fuel tank for the generator ($77,000) and fuel ($3,000 in both 2007 and 2008), additional litter pickup ($5,000 in 2007 and 2008), increased maintenance of catch basin insert filters ($8,500 in 2007 and 2008), additional temporary help to maintain ponds ($4,480 in 2007 and 2008), estimated NPDES permit fees ($500 in 2007 and $2,100 in 2008) and increased street sweeping costs due to fuel and labor ($32,000 in 2007 and $35,000 in 2008).

Salaries and Benefits: Salaries and benefits have increased slightly due to salary market adjustments and benefit cost increases.
2005/2006 One Time Funded: The one time funded initiatives approved in the 2005/2006 budget were rolled up into the 2007/2008 baseline budget.

Equipment Replacement: In 2007, Public Works will be replacing the "call out" truck, two 14-foot trailers and construction inspector pickup.

Concurrency Management: In 2007, Public Works will be implementing a concurrency management ordinance to meet GMA mandates. This will implement a development permit for mitigation of transportation impacts. The goal would be to reduce development review time frames and improve customer service.

NPDES Permit: In 2007 and 2008, the Surface Water Division will be implementing the rules and regulations in the new NPDES Phase II permit.

Assignment of Salary and Benefits: A portion of the Public Works Director and Deputy Public Works Director salaries and benefits are assigned to the General fund, SWM fund, and SWR fund, as highlighted in the respective position's division inventory tables.

## PUBLIC WORKS DEPARTMENT OVERVIEW

**Responsible Manager:** ***Cary Roe, P.E., Public Works Director***

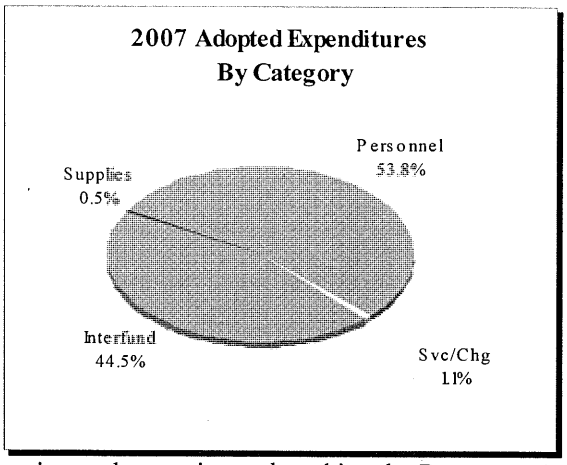
### REVENUE AND EXPENDITURE SUMMARY:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| XXX | General Gov't | $ 1,912,754 | $ 1,707,671 | $ 1,912,961 | $ 2,085,212 | $ 2,053,197 | $ 2,276,539 | $ 2,295,813 | $ 191,328 | 9.2% |
| 336 | Motor Fuel Tax | 1,710,732 | 1,748,939 | 1,811,894 | 1,811,894 | 1,804,513 | 1,745,000 | 1,745,000 | (66,894) | -3.7% |
| 32X | State Shared Rev | 151,030 | 301,868 | 133,000 | 140,741 | 140,741 | 138,000 | 138,000 | (2,741) | -1.9% |
| 34X | Refuse Collection | 250,039 | 233,061 | 170,217 | 170,217 | 170,217 | 326,850 | 326,850 | 156,633 | 92.0% |
| 345 | Plan Revw/ROW Permits | 339,366 | 346,605 | 370,000 | 370,000 | 395,201 | 475,719 | 483,399 | 105,719 | 28.6% |
| 341 | SWM Fee | 3,522,667 | 3,535,750 | 3,607,080 | 3,607,080 | 3,607,080 | 3,710,104 | 3,763,162 | 103,025 | 2.9% |
| 397 | CIP Projects | 2,770 | - | - | - | - | - | - | - | n/a |
| 397 | Utility Tax | 1,376,657 | 1,176,525 | 1,200,925 | 1,200,925 | 1,200,925 | 1,776,366 | 1,837,606 | 575,441 | 47.9% |
| 36X | Interest & Miscellaneous | 30,077 | 130,065 | 26,470 | 47,470 | 110,915 | 82,470 | 82,470 | 35,000 | 73.7% |
| ***Total Revenue*** | | $ 9,296,092 | $ 9,180,483 | $ 9,232,546 | $ 9,433,538 | $ 9,482,788 | $ 10,531,048 | $ 10,672,300 | $ 1,097,511 | 11.6% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries & Wages | 2,381,111 | 2,337,845 | 2,477,074 | 2,549,075 | 2,549,075 | 2,705,638 | 2,803,856 | 156,563 | 6.1% |
| 111/1 | Temporary Help | 79,403 | 74,970 | 80,160 | 80,160 | 80,160 | 91,040 | 91,040 | 10,880 | 13.6% |
| 120 | Overtime | 36,397 | 26,383 | 30,149 | 30,149 | 29,549 | 30,149 | 30,149 | - | 0.0% |
| 200 | Benefits | 658,954 | 713,551 | 806,438 | 838,591 | 838,591 | 911,909 | 1,010,082 | 73,318 | 8.7% |
| 310 | Supplies | 34,056 | 39,914 | 49,467 | 49,467 | 50,592 | 54,642 | 54,642 | 5,175 | 10.5% |
| 36X | Mtc Supplies | 44,997 | 42,013 | 61,950 | 61,950 | 57,850 | 61,950 | 61,950 | - | 0.0% |
| 3XX | Other Opr Supplies | 20,950 | 22,582 | 25,298 | 25,298 | 24,328 | 28,298 | 28,298 | 3,000 | 11.9% |
| 410 | Professional Srvs | 20,214 | 68,730 | 58,996 | 98,876 | 98,876 | 117,996 | 117,996 | 19,120 | 19.3% |
| 43X | Travel & Training | 23,359 | 13,074 | 27,432 | 27,432 | 27,432 | 29,392 | 29,392 | 1,960 | 7.1% |
| 47/42) | Util & Comm | 299,815 | 314,262 | 432,425 | 432,425 | 427,475 | 470,030 | 482,030 | 37,605 | 8.7% |
| 48X | Repairs & Mtc | 527,040 | 522,066 | 620,315 | 615,689 | 575,689 | 707,189 | 748,189 | 91,500 | 14.9% |
| 497 | Association Dues | 3,834 | 5,024 | 5,699 | 5,699 | 5,442 | 6,149 | 6,149 | 450 | 7.9% |
| 4XX | Other Misc Exp | 20,512 | 14,911 | 43,085 | 43,085 | 31,710 | 43,085 | 43,085 | - | 0.0% |
| 51/3X | Intgvtl Srvs/Taxes | 809,526 | 729,584 | 767,681 | 767,681 | 767,681 | 821,121 | 829,201 | 53,440 | 7.0% |
| 600 | Capital Outlays | 1,148 | 11,897 | 8,800 | 8,800 | 8,800 | 17,600 | 17,600 | 8,800 | 100.0% |
| 7/8XX | Debt Service-Interest | 207,225 | 205,401 | 238,251 | 238,251 | 238,251 | 201,754 | 199,930 | (36,497) | -15.3% |
| 914 | DP/GAC M&O | 65,511 | 64,860 | 75,345 | 76,571 | 82,611 | 80,291 | 82,500 | 3,720 | 4.9% |
| 918 | GIS M&O | 54,735 | 62,630 | 80,558 | 80,558 | 80,506 | 96,700 | 101,862 | 16,142 | 20.0% |
| 920 | Tel M&O | 57,485 | 50,851 | 60,753 | 60,753 | 60,187 | 61,879 | 63,439 | 1,126 | 1.9% |
| 950 | Bldg M&O | 66,296 | 46,122 | 40,102 | 50,885 | 50,885 | 50,847 | 51,246 | (38) | -0.1% |
| 954 | Fleet M&O | 137,665 | 140,784 | 143,701 | 166,515 | 168,472 | 168,873 | 169,348 | 2,358 | 1.4% |
| 960 | Risk M&O | 36,775 | 19,825 | 37,617 | 43,517 | 44,131 | 44,383 | 44,383 | 866 | 2.0% |
| 990 | Mail M&O | 12,668 | 12,958 | 14,751 | 14,751 | 15,105 | 15,505 | 15,505 | 754 | 5.1% |
| 94X | Capital Contributions | 2,349 | - | 1,226 | - | - | - | - | - | n/a |
| 900 | Replacement Reserves | 223,341 | 252,760 | 264,271 | 264,271 | 236,737 | 251,867 | 248,672 | (12,404) | -4.7% |
| 900 | Interfund Svc Pmts | 486,732 | 492,134 | 497,232 | 497,232 | 497,232 | 505,816 | 528,603 | 8,584 | 1.7% |
| ***Total Opr Expend*** | | $ 6,312,097 | $ 6,285,131 | $ 6,948,776 | $ 7,127,681 | $ 7,047,367 | $ 7,574,103 | $ 7,859,147 | $ 446,422 | 6.3% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 110 | Salaries & Wages | 109,854 | 118,148 | 124,676 | 124,676 | 124,676 | 130,334 | 137,846 | 5,658 | 4.5% |
| 200 | Benefits | 2,422 | 3,227 | - | - | - | - | - | - | n/a |
| 310 | Supplies | 297 | - | - | - | - | - | - | - | n/a |
| 3XX | Other Opr Supplies | 3,476 | 10,792 | - | 3,260 | 3,260 | 300 | - | (2,960) | -90.8% |
| 41X | Professional Srvs | 102,472 | 124,390 | 107,000 | 202,496 | 311,496 | 100,000 | 100,000 | (102,496) | -50.6% |
| 47/42) | Util & Comm | - | 18,336 | - | 4,000 | 4,000 | - | - | (4,000) | -100.0% |
| 48X | Repairs & Mtc | 9,302 | 29,868 | - | - | - | - | - | - | n/a |
| 4XX | Other Misc Exp | 52,797 | 24,577 | 16,250 | 20,250 | 20,250 | - | - | (20,250) | -100.0% |
| 51/3X | Intgvtl Srvs/Taxes | 26,232 | 41,963 | - | 59,369 | 59,369 | 5,000 | - | (54,369) | -91.6% |
| 552 | Interfund Contributions | 2,580,764 | 132,184 | 779,290 | 704,095 | 704,096 | 951,000 | 1,190,000 | 246,905 | 35.1% |
| 561 | Resid Equity Trsfr | 22,742 | 50,000 | - | - | - | - | - | - | n/a |
| 600 | Capital Outlays | 1,019,008 | 1,341,903 | 1,271,906 | 1,377,978 | 1,377,978 | 1,863,136 | 1,777,108 | 485,158 | 35.2% |
| 900 | Interfund Svc Pmts | 72,051 | 73,229 | 74,318 | 74,318 | 74,318 | 84,769 | 82,783 | 10,451 | 14.1% |
| | ***Total One-Time Exp*** | $ 4,019,310 | $ 1,991,362 | $ 2,405,060 | $ 2,602,062 | $ 2,711,063 | $ 3,166,159 | $ 3,319,357 | $ 564,097 | 21.7% |
| | ***Total Expenditures*** | $ 10,331,407 | $ 8,276,494 | $ 9,353,836 | $ 9,729,743 | $ 9,758,430 | $ 10,740,262 | $ 11,178,504 | $ 1,010,519 | 10.4% |

## PUBLIC WORKS ADMINISTRATION

**Responsible Manager:** ***Cary Roe, P.E., Public Works Director***

### PURPOSE/DESCRIPTION:




The Administration Division of the Public Works Department provides the management of department-wide functions, inter-departmental coordination, participation in regional issues, monitoring and overall departmental financial control. The administration of the Public Works Department is provided by the director, deputy director, and three administrative assistants who provide support to all department staff in the areas of purchasing, word processing, records management, budget preparation and scheduling. The Department includes six other divisions: Development Services, Traffic, Street Systems, Surface Water Management (SWM), Solid Waste/Recycling and Emergency Management.

The Director provides administrative and financial management of the Public Works Department and its divisions. The Director's responsibilities include: general policy decisions, participating in regional affairs, monitoring legislation and regulation changes, providing leadership in emergencies, and preparing and tracking the Department's budget. A key goal of the Administrative Division is providing excellent customer service to citizens, businesses, Council, public agencies and other City departments, and Public Works staff.

### GOALS/OBJECTIVES:

The Administrative Division provides overall budget control and management of the Public Works Divisions while implementing the Council's vision for the City.

### PERFORMANCE MEASURES:

| Type/Description | 2005 | 2006 | 2007 | 2008 |
|---|---|---|---|---|
| Workload Measures: | | | | |
| • Number of responses for information from constituents | 1,500 | 1,500 | 1,500 | 1,500 |
| • Number of word processing requests | 1,350 | 1,500 | 1,500 | 1,500 |
| Outcome Measures: | | | | |
| • Percent of community requests responded to in same day | 85% | 85% | 85% | 85% |
| • Percent of word processing documents completed on time | 98% | 98% | 99% | 99% |
| • Percent of time a "live" person is available to handle constituent calls | 99% | 99% | 99% | 99% |

### POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| Public Works Director | 1.00 | 1.00 | 0.80 | 0.80 | 0.80 | 0.80 | 0.80 | 58F |
| Deputy Public Works Director | 0.50 | 0.50 | 0.45 | 0.45 | 0.45 | 0.45 | 0.45 | 52 |
| Administrative Assistant II | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | 24 |
| Administrative Assistant I | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 18 |
| ***Total Regular Staffing*** | 2.10 | 2.10 | 1.85 | 1.85 | 1.85 | 1.85 | 1.85 | |
| ***Change from prior year*** | - | - | (0.25) | - | - | - | - | |
| Grand Total Staffing | 2.10 | 2.10 | 1.85 | 1.85 | 1.85 | 1.85 | 1.85 | |

## PUBLIC WORKS ADMINISTRATION

**Responsible Manager:** ***Cary Roe, P.E., Public Works Director***

### HIGHLIGHTS/CHANGES:

Emergency Management: In the 2007/2008 budget, the Emergency Management Division was created within Public Works. There has been $3,500 for supplies and $7,500 for the Greater Federal Way Emergency Management transferred from the Administration budget to the Emergency Management budget.

### REVENUE AND EXPENDITURE SUMMARY:

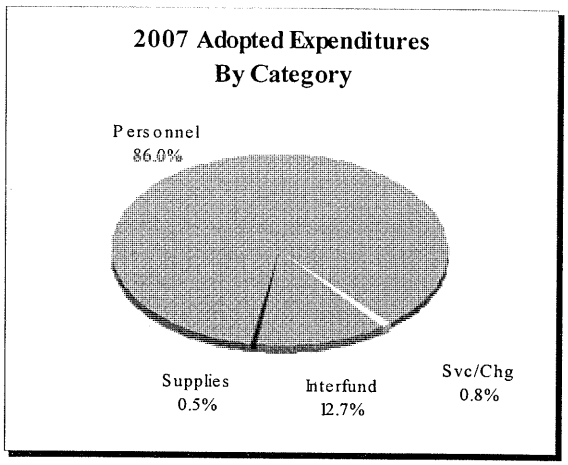
| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| xxx | General Gov't | $ 398,403 | $ 380,230 | $ 418,655 | $ 421,125 | $ 418,132 | $ 428,922 | $ 445,480 | $ 7,797 | 1.9% |
| 33X | Grants/State Shared Rev | 12,528 | 80,400 | - | - | - | - | - | - | n/a |
| 36x | Interest & Miscellaneous | - | 21,000 | - | - | - | - | - | - | n/a |
| ***Total Revenue*** | | $ 410,931 | $ 481,629 | $ 418,655 | $ 421,125 | $ 418,132 | $ 428,922 | $ 445,480 | $ 7,797 | 1.9% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries & Wages | 206,394 | 166,246 | 174,507 | 174,507 | 174,507 | 180,181 | 185,503 | 5,674 | 3.3% |
| 111/1 | Temporary Help | 4,041 | 1,866 | 850 | 850 | 850 | 850 | 850 | - | 0.0% |
| 120 | Overtime | 103 | 2,561 | 300 | 300 | 300 | 300 | 300 | - | 0.0% |
| 200 | Benefits | 39,480 | 33,544 | 45,863 | 47,619 | 47,619 | 49,488 | 55,434 | 1,869 | 3.9% |
| 31X | Supplies | 1,710 | 3,082 | 5,650 | 5,650 | 5,650 | 2,150 | 2,150 | (3,500) | -61.9% |
| 3XX | Other Opr Supplies | 490 | 1,906 | 200 | 200 | 200 | 200 | 200 | - | 0.0% |
| 41X | Professional Srvs | (41,776) | 1,557 | 500 | 500 | 500 | 500 | 500 | - | 0.0% |
| 43X | Travel & Training | 4,419 | 2,734 | 3,235 | 3,235 | 3,235 | 3,235 | 3,235 | - | 0.0% |
| 497 | Association Dues | 196 | 454 | 1,100 | 1,100 | 1,100 | 1,100 | 1,100 | - | 0.0% |
| 4XX | Other Misc Exp | 279 | 156 | - | - | - | - | - | - | n/a |
| 51/3X | Intgvtl Services/Taxes | 100 | - | - | - | - | - | - | - | n/a |
| 914/22 | DP/GAC M&O | 7,336 | 7,284 | 8,438 | 8,599 | 8,494 | 8,665 | 8,912 | 66 | 0.8% |
| 918 | GIS M&O | 1,176 | 1,346 | 1,731 | 1,731 | 1,730 | 2,079 | 2,189 | 348 | 20.1% |
| 920 | Tel M&O | 7,695 | 6,806 | 8,132 | 8,132 | 8,056 | 8,171 | 8,380 | 39 | 0.5% |
| 950 | Bldg M&O | 2,908 | 1,779 | 1,565 | 1,981 | 1,981 | 2,096 | 2,103 | 115 | 5.8% |
| 960 | Risk | 1,859 | 1,002 | 1,901 | 2,199 | 2,195 | 2,173 | 2,173 | (26) | -1.2% |
| 990 | Mail | 4,496 | 4,599 | 5,235 | 5,235 | 5,219 | 5,219 | 5,219 | (16) | -0.3% |
| 94X | Capital Contributions | 270 | - | 161 | - | - | - | - | - | n/a |
| 900 | Replacement Reserves | 7,261 | 12,380 | 9,386 | 9,386 | 6,595 | 7,977 | 7,589 | (1,409) | -15.0% |
| 900 | Interfund Svc Pmts | 149,901 | 149,901 | 149,901 | 149,901 | 149,901 | 154,398 | 159,030 | 4,497 | 3.0% |
| ***Total Opr Expend*** | | $ 398,338 | $ 399,202 | $ 418,655 | $ 421,125 | $ 418,132 | $ 428,782 | $ 444,867 | $ 7,657 | 1.8% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 3XX | Other Opr Supplies | - | 2,980 | - | - | - | - | - | - | n/a |
| 600 | Capital Outlays | 12,604 | 79,447 | - | - | - | - | - | - | n/a |
| 900 | Interfund Svc Pmts | (11) | - | - | - | - | 140 | 613 | 140 | n/a |
| | ***Total One-Time Exp*** | $ 12,593 | $ 82,427 | $ - | $ - | $ - | $ 140 | $ 613 | $ 140 | n/a |
| | ***Total Expenditures*** | $410,931 | $481,629 | $418,655 | $421,125 | $418,132 | $428,922 | $445,480 | $7,797 | 1.9% |

## PUBLIC WORKS DEVELOPMENT SERVICES

**Responsible Manager:** ***William Appleton, P.E., Development Services Manager***

### PURPOSE/DESCRIPTION:

The Development Services Division of the Public Works Department manages the permit processing and conducts construction inspections for all adopted developments submitted to the City for approval. Such developments include: subdivisions, boundary line adjustments and lot line eliminations, single family, multi-family and commercial permits, land use modifications, site plan reviews, etc. The Division also screens applications for completeness; assures and enforces conformance with approved plans, permits, codes, and City standards; issues code variances; maintains logs and status reports for all projects related to public works; provides technical assistance during construction; coordinates with Community Development and Building departments to facilitate the permit process; assists in maintenance of subdivision drawings and records; meets with customers and citizens on-site to identify development-related issues; and issues decisions regarding requests for modifications to surface water management and right-of-way requirements.




### GOALS/OBJECTIVES:

The Development Services Division of the Public Works Department is committed to upholding the City of Federal Way's codes and development standards in a fair and consistent manner. Our goal is to accomplish this task by working closely with developers, contractors and property owners to provide them with a thorough and timely review of their projects and to provide guidance when needed to help bring projects to fruition.

### POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| Development Services Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 48 |
| Senior Engineer Plans Reviewer | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 40 |
| Engineering Plans Reviewer | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 34 |
| Construction Inspector | 1.50 | 1.50 | 2.25 | 2.25 | 2.25 | 2.25 | 2.25 | 32 |
| Administrative Assistant II | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 24 |
| Administrative Assistant I | 0.15 | 0.15 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 18 |
| ***Total Regular Staffing*** | 5.75 | 5.75 | 6.45 | 6.45 | 6.45 | 6.45 | 6.45 | |
| ***Change from prior year*** | - | - | 0.70 | - | - | - | - | |
| Grand Total Staffing | 5.75 | 5.75 | 6.45 | 6.45 | 6.45 | 6.45 | 6.45 | |

### PERFORMANCE MEASURES:

| Type/Description | 2005 | 2006 | 2007 | 2008 |
|---|---|---|---|---|
| Workload Measures: | | | | |
| • Number of development review committee meetings attended | 152 | 122 | 100 | 125 |
| • Number of EN reviews | 23 | 18 | 15 | 18 |
| • Number of CO reviews | 77 | 85 | 85 | 85 |
| • Number of Plat Applications (Full & Short) | 11 | 11 | 6 | 10 |
| • Number of SF Applications | 637 | 564 | 550 | 500 |
| • Number of Final Plats | 3 | 4 | 6 | 2 |
| Outcome Measures: | | | | |
| • Average review time - projects under construction | 15 days | 15 days | 15 days | 15 days |
| • Average review time - pre-application | 10 days | 10 days | 10 days | 10 days |
| • Average review time - building permits | 30 days | 30 days | 30 days | 30 days |
| • Average review time – SEPA | 45 days | 45 days | 45 days | 45 days |
| • Average review time - site plan review | 27 days | 27 days | 27 days | 27 days |
| • Average review time - UPR1 | 25 days | 25 days | 25 days | 25 days |
| • Average review time - outside agency review | 10 days | 10 days | 10 days | 10 days |
| • Response time on requests for modifications | 10 days | 10 days | 10 days | 10 days |
| • Response time on requests for inspections | 2 days | 2 days | 2 days | 2 days |
| • Response time on requests for inspections | 3 days | 3 days | 2 days | 2 days |
| Efficiency Measures: | | | | |
| • Cost recovery ratio for the Division | 64% | 66% | 75% | 75% |

## PUBLIC WORKS DEVELOPMENT SERVICES

**Responsible Manager:** ***William Appleton, P.E., Development Services Manager***

### HIGHLIGHTS/CHANGES:

Plan Review/Right-of-Way Permits: Development applications are expected to decrease from 2006 levels resulting in an estimated reduction in revenue of 6.8% or $25,000. If the Proposed Annexation Area is brought into the City in 2008, it is expected that plat and engineering applications will increase.

### REVENUE AND EXPENDITURE SUMMARY:

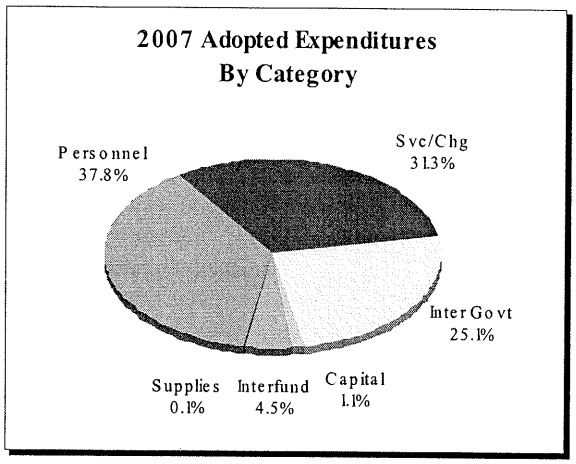
| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| xxx | General Gov't | $ 181,476 | $ 154,626 | $ 150,946 | $ 157,609 | $ 131,384 | $ 181,334 | $ 208,959 | $ 23,725 | 15.1% |
| 32x/345 | Plan Review/ROW Permi | 339,366 | 346,605 | 370,000 | 370,000 | 395,201 | 345,000 | 345,000 | (25,000) | -6.8% |
| ***Total Revenue*** | | $ 520,842 | $ 501,231 | $ 520,946 | $ 527,609 | $ 526,585 | $ 526,334 | $ 553,959 | $ (1,275) | -0.2% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries & Wages | 291,896 | 269,975 | 313,104 | 313,104 | 313,104 | 308,617 | 318,837 | (4,487) | -1.4% |
| 111/1 | Temporary Help | 26,887 | 24,325 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | - | 0.0% |
| 120 | Overtime | 5,273 | 4,459 | - | - | - | - | - | - | n/a |
| 200 | Benefits | 101,063 | 118,256 | 128,658 | 132,136 | 132,136 | 133,692 | 149,898 | 1,556 | 1.2% |
| 31X | Office Supplies | 1,060 | 2,186 | 1,970 | 1,970 | 1,970 | 1,970 | 1,970 | - | 0.0% |
| 3XX | Other Opr Supplies | 634 | 625 | 800 | 800 | 800 | 800 | 800 | - | 0.0% |
| 41X | Professional Srvs | 29,747 | 25,480 | 500 | 500 | 500 | 500 | 500 | - | 0.0% |
| 43X | Travel & Training | 719 | 1,090 | 2,480 | 2,480 | 2,480 | 2,480 | 2,480 | - | 0.0% |
| 497 | Association Dues | 196 | 217 | 565 | 565 | 565 | 565 | 565 | - | 0.0% |
| 4XX | Other Misc Exp | (364) | 19 | 900 | 900 | 900 | 900 | 900 | - | 0.0% |
| 51/3X | Intgvtl Services/Taxes | 948 | - | - | - | - | - | - | - | n/a |
| 914/22 | DP/GAC M&O | 10,707 | 10,608 | 12,314 | 12,523 | 12,371 | 12,619 | 12,979 | 96 | 0.8% |
| 918 | GIS M&O | 3,437 | 3,932 | 5,058 | 5,058 | 5,055 | 6,072 | 6,396 | 1,014 | 20.0% |
| 920 | Tel M&O | 9,839 | 8,704 | 10,398 | 10,398 | 10,301 | 10,448 | 10,715 | 50 | 0.5% |
| 950 | Bldg M&O | 10,664 | 5,508 | 4,844 | 6,132 | 6,132 | 6,488 | 6,511 | 356 | 5.8% |
| 954 | Fleet | 6,089 | 6,227 | 6,356 | 7,160 | 7,244 | 7,261 | 7,282 | 101 | 1.4% |
| 960 | Risk | 6,814 | 3,673 | 6,970 | 8,063 | 8,047 | 7,965 | 7,965 | (98) | -1.2% |
| 990 | Mail | 1,107 | 1,132 | 1,289 | 1,289 | 1,285 | 1,285 | 1,285 | (4) | -0.3% |
| 94X | Capital Contributions | 386 | - | 209 | - | - | - | - | - | n/a |
| 900 | Replacement Reserves | 13,741 | 14,815 | 14,531 | 14,531 | 13,695 | 14,469 | 13,984 | (62) | -0.4% |
| ***Total Opr Expend*** | | $ 520,842 | $ 501,231 | $ 520,946 | $ 527,609 | $ 526,585 | $ 526,131 | $ 553,067 | $ (1,478) | -0.3% |
| ***One-Time Funding:*** | | | | | | | | | | |
| 900 | Interfund Svc Pmts | - | - | - | - | - | 203 | 892 | 203 | n/a |
| | ***Total One-Time Exp*** | $ - | $ - | $ - | $ - | $ - | $ 203 | $ 892 | $ 203 | n/a |
| | ***Total Expenditures*** | $ 520,842 | $ 501,231 | $ 520,946 | $ 527,609 | $ 526,585 | $ 526,334 | $ 553,959 | $ (1,275) | -0.2% |

## PUBLIC WORKS TRAFFIC

**Responsible Manager:** ***Richard Perez, P.E., Traffic Engineer***

### PURPOSE/DESCRIPTION:

The Traffic Services Division of Public Works provides the City of Federal Way's transportation planning, traffic engineering, and traffic control devices maintenance functions. This includes traffic signals, traffic signal coordination, signs and pavement markings, Neighborhood Traffic Safety Program, traffic mitigation analyses for development, Transportation Demand Management (TDM) and Commute Trip Reduction (CTR) programs, traffic design elements of street improvements, development/coordination of the Transportation Improvement Plan (TIP) and its grant applications, and transportation planning.




The 2007/2008 operating budget includes contracts for signs, pavement markings and traffic signal maintenance and operation services, provided by contract with King County and supplemented by a private on-call services contract. Arterial street lighting systems maintenance and operation services are provided by contract with Puget Sound Energy and King County.

### GOALS/OBJECTIVES:

The Traffic Division will continue to maintain and operate traffic control devices, review development for transportation impacts and identify appropriate mitigation measures, respond to citizen requests, support the Transportation Capital Improvement Program, and perform all transportation planning functions for the City.

### POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| City Traffic Engineer | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 50 |
| Senior Traffic Engineer | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 43 |
| Traffic Engineer | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 2.00 | 2.00 | 41 |
| Construction Inspector | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | 32 |
| Administrative Assistant II | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 24 |
| Administrative Assistant I | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | 18 |
| ***Total Regular Staffing*** | 5.10 | 5.10 | 5.10 | 5.10 | 5.10 | 6.10 | 6.10 | |
| ***Change from prior year*** | - | - | - | - | - | 1.00 | - | |
| Grand Total Staffing | 5.10 | 5.10 | 5.10 | 5.10 | 5.10 | 6.10 | 6.10 | |

### PERFORMANCE MEASURES:

| Type/Description | 2005 | 2006 | 2007 | 2008 |
|---|---|---|---|---|
| Workload Measures: | | | | |
| • Number of traffic signals | 76 | 80 | 81 | 82 |
| • Number of citizen action requests processed | 300 | 300 | 300 | 300 |
| • Number of development review applications | 340 | 324 | 400 | 400 |
| • Number of employees at commute trip reduction sites | 4,392 | 4,392 | 4,200 | 4,000 |
| Outcome Measures: | | | | |
| • No. of timing plans developed for traffic signal coordination | 100 | 100 | 100 | 100 |
| • No. of traffic control changes implemented | 62 | 69 | 60 | 60 |
| • No. of neighborhood projects balloted | 5 | 3 | 4 | 4 |
| • Percent of development applications reviewed on time | 100% | 100% | 100% | 100% |
| • No. of employees changing travel mode to non-single occupancy vehicle (SOV) | 40 | 50 | 50 | 50 |
| • No. of Neighborhood Traffic Safety Projects presented to Council | 5 | 5 | 4 | 4 |
| Efficiency Measures: | | | | |
| • Percent reduction in delays at signalized intersections | 10% | 10% | 10% | 10% |
| • Percent change from SOV travel modes | 1% | 1% | 1% | 1% |

## PUBLIC WORKS TRAFFIC

**Responsible Manager:** ***Richard Perez, P.E., Traffic Engineer***

### HIGHLIGHTS/CHANGES:

Salaries & Benefits: Salaries are increased primarily due to the addition of one Traffic Engineer (approximately $63,371) in support of the Concurrency Management Program.

Office Supplies: Office supplies are increased $250 (13.5%) for the adopted Traffic Engineer position.

Professional Services: Professional Services are increased by $38,000 for a traffic count program to support the Concurrency Management Program, funded by permit fee revenue.

Travel & Training: This is increased by $1,000 for additional training required for the new Traffic Engineer position. Training will be needed to better utilize the City's travel demand model for the Concurrency Management Program.

Utilities: Electricity charges are increased by $34,605 to account for new inventory of street lights and traffic signals due to development and capital projects ($30,605). $4,000 will be added to restore one-time funding for discretionary requests for new street lights.

Repairs and Maintenance: $4,000 is restored from the one-time funding for access management modifications.

Association Dues: Dues are increased $250 for the new Traffic Engineer position funded by Concurrency permit revenue.

Intergovernmental Services: Charges from King County will increase due to the increase in inventory of signs, pavement markings, and traffic signals from capital projects ($6,600) and development. In addition, contract labor costs with King County are expected to increase by 2% annually ($3,940) and fleet costs by 4% annually ($1,520). $5,000 to Historical Society for erection of historical plaques.

Capital Outlays: $8,800 is restored from one-time funding for minor traffic signal equipment modifications and upgrades.

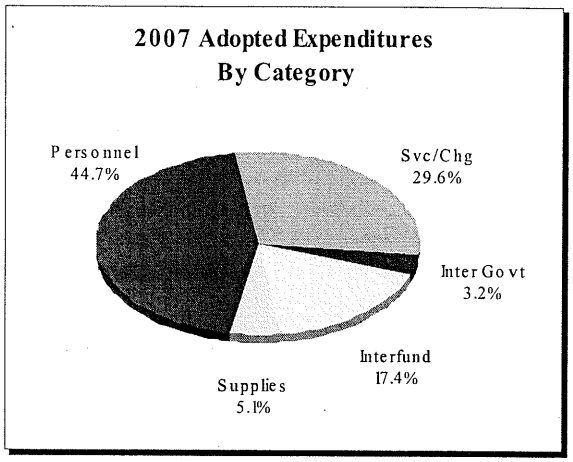
### REVENUE AND EXPENDITURE SUMMARY:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| xxx | General Gov't | $ 1,375,496 | $ 1,282,322 | $ 1,351,078 | $ 1,373,024 | $ 1,417,049 | $ 1,445,667 | $ 1,467,858 | $ 72,643 | 5.3% |
| 32X | Grants/State Shared Rev | 52,876 | 31,448 | - | 17,461 | 17,461 | - | - | (17,461) | -100.0% |
| 345 | Plan Review/ROW Perm | - | - | - | - | - | 130,719 | 138,399 | 130,719 | n/a |
| 36x | Interest & Miscellaneous | 13,632 | 39,248 | 7,000 | 7,000 | 70,408 | 40,000 | 40,000 | 33,000 | 5 |
| ***Total Revenue*** | | $ 1,442,004 | $ 1,353,019 | $ 1,358,078 | $ 1,397,485 | $ 1,504,918 | $ 1,616,386 | $ 1,646,257 | $ 218,901 | 15.7% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries & Wages | 368,531 | 363,577 | 377,394 | 377,394 | 377,394 | 468,523 | 486,504 | 91,129 | 24.1% |
| 111/1 | Temporary Help | 1,488 | 3,106 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | - | 0.0% |
| 120 | Overtime | 1,956 | 693 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | - | 0.0% |
| 200 | Benefits | 82,981 | 90,676 | 100,201 | 103,517 | 103,517 | 135,428 | 151,066 | 31,911 | 30.8% |
| 31X | Office Supplies | 3,811 | 2,162 | 1,850 | 1,850 | 1,850 | 2,100 | 2,100 | 250 | 13.5% |
| 3XX | Other Opr Supplies | - | 121 | 300 | 300 | 300 | 300 | 300 | - | 0.0% |
| 41X | Professional Srvs | - | 6,181 | 5,000 | 5,000 | 5,000 | 43,000 | 43,000 | 38,000 | 760.0% |
| 43X | Travel & Training | 4,518 | 1,792 | 3,600 | 3,600 | 3,600 | 4,600 | 4,600 | 1,000 | 27.8% |
| 47/42X | Util & Comm | 268,722 | 275,785 | 384,399 | 384,399 | 384,399 | 419,004 | 419,004 | 34,605 | 9.0% |
| 48X | Repairs & Mtc | 49,228 | 46,157 | 29,000 | 29,000 | 29,000 | 33,000 | 33,000 | 4,000 | 13.8% |
| 497 | Association Dues | 1,058 | 1,071 | 875 | 875 | 875 | 1,125 | 1,125 | 250 | 28.6% |
| 4XX | Other Misc Exp | 2,469 | 694 | 500 | 500 | 500 | 500 | 500 | - | 0.0% |
| 51/3X | Intgvtl Srvs/Taxes | 474,814 | 397,643 | 380,100 | 380,100 | 380,100 | 403,040 | 409,520 | 22,940 | 6.0% |
| 600 | Capital Outlays | 1,148 | 11,897 | 8,800 | 8,800 | 8,800 | 17,600 | 17,600 | 8,800 | 100.0% |
| 914/22 | DP/GAC M&O | 11,170 | 11,058 | 12,847 | 13,054 | 12,895 | 14,705 | 15,081 | 1,651 | 12.6% |
| 918 | GIS M&O | 13,373 | 15,302 | 19,683 | 19,683 | 19,670 | 23,626 | 24,888 | 3,943 | 20.0% |
| 920 | Tel M&O | 9,710 | 8,590 | 10,262 | 10,262 | 10,166 | 10,812 | 11,075 | 550 | 5.4% |
| 950 | Bldg M&O | 7,697 | 4,322 | 3,801 | 4,812 | 4,812 | 5,091 | 5,108 | 279 | 5.8% |
| 954 | Fleet | 306 | 312 | 319 | 359 | 363 | 364 | 365 | 5 | 1.4% |
| 960 | Risk | 4,855 | 2,617 | 4,966 | 5,745 | 5,734 | 6,376 | 6,376 | 631 | 11.0% |
| 990 | Mail | 2,212 | 2,263 | 2,576 | 2,576 | 2,568 | 2,968 | 2,968 | 392 | 15.2% |
| 94X | Capital Contributions | 400 | - | 207 | - | - | - | - | - | n/a |
| 900 | Replacement Reserves | 8,827 | 11,215 | 9,398 | 9,398 | 8,114 | 8,990 | 9,145 | (408) | -4.3% |
| ***Total Opr Expend*** | | $ 1,319,273 | $ 1,257,235 | $ 1,358,078 | $ 1,363,224 | $ 1,361,657 | $ 1,603,153 | $ 1,645,325 | $ 239,929 | 17.6% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 3XX | Other Opr Supplies | - | 430 | - | - | - | 300 | - | 300 | n/a |
| 41X | Professional Srvs | 34,648 | 14,949 | - | 33,072 | 142,072 | - | - | (33,072) | -100.0% |
| 47/42X | Util & Comm | - | 18,336 | - | 4,000 | 4,000 | - | - | (4,000) | -100.0% |
| 48X | Other Misc Exp | 17,224 | 4,000 | - | 4,000 | 4,000 | - | - | (4,000) | -100.0% |
| 51/3X | Intgvtl Srvs/Taxes | 25,276 | 31,448 | - | - | - | 5,000 | - | 5,000 | n/a |
| 552 | Interfund Contributions | - | 2,210 | - | - | - | - | - | - | n/a |
| 600 | Capital Outlays | 45,583 | 8,800 | - | 8,800 | 8,800 | - | - | (8,800) | -100.0% |
| 900 | Interfund Svc Pmts | - | - | - | - | - | 7,933 | 932 | 7,933 | n/a |
| | ***Total One-Time Exp*** | $ 122,731 | $ 80,172 | $ - | $ 49,872 | $ 158,872 | $ 13,233 | $ 932 | $ (36,639) | -73.5% |
| | ***Total Expenditures*** | $ 1,442,004 | $ 1,337,408 | $ 1,358,078 | $ 1,413,096 | $ 1,520,529 | $ 1,616,386 | $ 1,646,257 | $ 203,290 | 14.4% |

## PUBLIC WORKS STREETS

**Responsible Manager:** ***Marwan Salloum, P.E., Street Systems Manager***

### PURPOSE/DESCRIPTION:




The Street Systems Division of Public Works provides maintenance of the local street system and oversees all capital street projects. Activities include engineering services, right-of-way permits, pavement management, sidewalk inventory, structures maintenance, road surfaces maintenance, road shoulders maintenance, vegetation and street trees maintenance, litter control, emergencies, snow and ice removal, and miscellaneous services. Manage private contractors for street sweeping, right of way landscape maintenance and WSDOT maintenance and emergency contract services.

The Division provides administrative and financial control, coordination and record keeping for the daily operation and maintenance of the transportation and pedestrian network. Develops long range and comprehensive planning goals; prioritizes, and implements maintenance programs and capital improvement programs. Monitors private sector maintenance contracts and the WSDOT streets maintenance contract. Develops and constructs the Transportation Improvement Program (TIP) street improvement projects, annual asphalt overlays, sidewalk replacement, and minor capital improvement projects. Applies to various sources for street-related grants, loans, etc. and administers these funds.

### GOALS/OBJECTIVES:

The Street Systems Division will continue to implement the council mission and direction on the Transportation Capital Improvement Program and the City's street systems maintenance programs. Our goal is to maintain the City's Street network pavement surface area in a good operating condition and to identify and apply for all state and federal grant funding available and applicable for the city's Transportation Capital Improvement Program and to manage the successful completion of these projects within the available budget and on schedule.

### POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| Street Systems Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 50 |
| Street Systems Project Engineer | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 43 |
| Street Systems Engineer | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 38 |
| Street Systems Maint Supervisor | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 36 |
| Construction Inspector | 1.00 | 1.00 | 0.25 | 0.25 | 0.25 | 0.25 | 0.25 | 32 |
| Engineering Technician | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 28 |
| Maintenance Worker II | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 24m |
| Administrative Assistant II | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 21 |
| Maintenance Worker I | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 20m |
| Administrative Assistant I | 0.60 | 0.60 | 0.65 | 0.65 | 0.65 | 0.65 | 0.65 | 18 |
| ***Total Regular Staffing*** | 11.70 | 11.70 | 11.00 | 11.00 | 11.00 | 11.00 | 11.00 | |
| ***Change from prior year*** | - | - | (0.70) | - | - | - | - | |
| Grand Total Staffing | 11.70 | 11.70 | 11.00 | 11.00 | 11.00 | 11.00 | 11.00 | |

### PERFORMANCE MEASURES:

| Type/Description | 2005 | 2006 | 2007 | 2008 |
|---|---|---|---|---|
| Workload Measures: | | | | |
| • Annual CIP Fund administered | $11.26M | $9.74M | $17.74M | $18.05M |
| • Number of lane miles repaired/rehabilitated | 11.6 | 13.5 | 15.6 | 15 |
| • ROW permits issued | 563 | 450 | 450 | 500 |
| • Number of street center lane mile within City limit | 256 | 259 | 262 | 265 |
| Outcome Measures: | | | | |
| • Percent of CIP project completed Maintenance | 100% | 100% | 100% | 100% |
| • Percent of call-out situations responded to w/in 45 minutes (after hour response time) | 100% | 100% | 100% | 100% |
| Efficiency Measures: | | | | |
| • Value of CIP project managed per engineer | $3,753,000 | $3,247,000 | $5,913.000 | $6,017.000 |
| • # of Citizen Action Rpt (CAR) forms responded to per maintenance. FTE | 175 | 185 | 185 | 185 |

## PUBLIC WORKS STREETS

**Responsible Manager:** ***Marwan Salloum, P.E., Street Systems Manager***

### HIGHLIGHTS/CHANGES:

Tree Replacement: City Manager added $8,400 for tree replacement on arterial streets.

Repair & Maintenance: Landscape and structures repair and maintenance of newly completed City initiated CIP projects (SR-99 WSDOT section, 21st Avenue S Grid Road, 21st Avenue SW Extension, SR-18 at SR-161 Intersection, S 356th Street at SR-99 Intersection, SR-99 Phase III) was increased by $18,000 in 2007 and $68,000 in 2008.

### REVENUE AND EXPENDITURE SUMMARY:

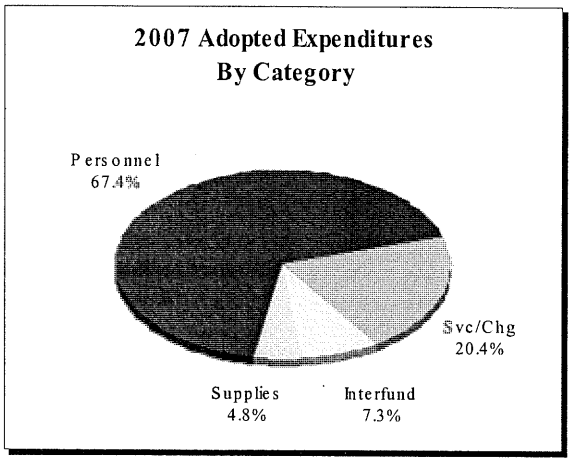
| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| xxx | General Gov't | $ 375,097 | $ - | $ - | $ 133,726 | $ 78,832 | $ 6,760 | $ 26,704 | $ (126,967) | -94.9% |
| 336 | Motor Fuel Tax | 1,710,732 | 1,748,939 | 1,811,894 | 1,811,894 | 1,804,513 | 1,745,000 | 1,745,000 | (66,894) | -3.7% |
| 34x | Refuse/Mitig/Other Fees | 84,750 | 67,111 | - | - | - | 84,000 | 84,000 | 84,000 | n/a |
| 397 | Operating Transfer CIP | 2,770 | - | - | - | - | - | - | - | n/a |
| 397 | Utility Tax | 1,376,657 | 1,176,525 | 1,200,925 | 1,200,925 | 1,200,925 | 1,776,366 | 1,837,606 | 575,441 | 47.9% |
| 36x | Interest & Miscellaneous | 7,916 | 43,624 | 8,000 | 8,000 | 8,037 | 10,000 | 10,000 | 2,000 | 25.0% |
| ***Total Revenue*** | | $ 3,557,921 | $ 3,036,198 | $ 3,020,819 | $ 3,154,545 | $ 3,092,307 | $ 3,622,126 | $ 3,703,310 | $ 467,580 | 14.8% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries & Wages | 465,580 | 413,387 | 414,820 | 414,820 | 414,820 | 432,812 | 441,784 | 17,991 | 4.3% |
| 111/1 | Temporary Help | 27,283 | 26,040 | 46,090 | 46,090 | 46,090 | 52,490 | 52,490 | 6,400 | 13.9% |
| 120 | Overtime | 21,339 | 11,422 | 16,449 | 16,449 | 16,449 | 16,449 | 16,449 | - | 0.0% |
| 200 | Benefits | 172,600 | 180,262 | 204,385 | 209,988 | 209,988 | 211,872 | 231,945 | 1,884 | 0.9% |
| 31X | Office Supplies | 7,300 | 8,641 | 15,072 | 15,072 | 15,072 | 15,072 | 15,072 | - | 0.0% |
| 36X | Mtc Supplies | 37,212 | 39,536 | 52,300 | 52,300 | 52,300 | 52,300 | 52,300 | - | 0.0% |
| 3XX | Other Opr Supplies | 11,101 | 11,339 | 14,403 | 14,403 | 14,403 | 14,403 | 14,403 | - | 0.0% |
| 410 | Professional Srvs | - | 3,503 | 9,645 | 9,645 | 9,645 | 9,645 | 9,645 | - | 0.0% |
| 43X | Travel & Training | 4,780 | 2,888 | 10,157 | 10,157 | 10,157 | 10,157 | 10,157 | - | 0.0% |
| 47/42X | Util & Comm | 21,234 | 27,664 | 36,526 | 36,526 | 31,526 | 39,526 | 51,526 | 3,000 | 8.2% |
| 48X | Repairs & Mtc | 229,222 | 279,278 | 358,854 | 354,228 | 314,228 | 387,478 | 425,478 | 33,250 | 9.4% |
| 497 | Association Dues | 508 | 1,390 | 952 | 952 | 952 | 952 | 952 | - | 0.0% |
| 4XX | Other Misc Exp | 7,227 | 4,307 | 25,600 | 25,600 | 15,600 | 25,600 | 25,600 | - | 0.0% |
| 51/3X | Intgvtl Srvs/Taxes | 24,341 | 23,002 | 21,236 | 21,236 | 21,236 | 51,236 | 51,236 | 30,000 | 141.3% |
| 914/22 | DP/GAC M&O | 15,226 | 15,053 | 17,511 | 17,771 | 17,555 | 17,908 | 18,420 | 137 | 0.8% |
| 918 | GIS M&O | 8,291 | 9,487 | 12,203 | 12,203 | 12,195 | 14,648 | 15,430 | 2,445 | 20.0% |
| 920 | Tel M&O | 12,022 | 10,635 | 12,706 | 12,706 | 12,588 | 12,767 | 13,094 | 61 | 0.5% |
| 950 | Bldg M&O | 20,362 | 14,799 | 12,785 | 16,245 | 16,245 | 15,691 | 15,857 | (554) | -3.4% |
| 954 | Fleet | 83,083 | 84,966 | 86,726 | 102,329 | 103,532 | 103,778 | 104,070 | 1,449 | 1.4% |
| 960 | Risk | 7,061 | 3,807 | 7,223 | 8,356 | 8,339 | 8,254 | 8,254 | (102) | -1.2% |
| 990 | Mail | 1,679 | 1,718 | 1,956 | 1,956 | 1,950 | 1,950 | 1,950 | (6) | -0.3% |
| 94X | Capital Contributions | 539 | - | 260 | - | - | - | - | - | n/a |
| 900 | Replacement Reserves | 90,989 | 96,693 | 109,471 | 109,471 | 101,395 | 102,955 | 102,036 | (6,516) | -6.0% |
| ***Total Opr Expend*** | | $ 1,268,980 | $ 1,269,818 | $ 1,487,330 | $ 1,508,503 | $ 1,446,265 | $ 1,597,943 | $ 1,678,148 | $ 89,439 | 5.9% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 110 | Salaries & Wages | 109,346 | 116,584 | 124,676 | 124,676 | 124,676 | 130,334 | 137,846 | 5,658 | 4.5% |
| 111/1 | Temporary Help | 17,893 | 21,905 | 31,620 | 31,620 | 31,620 | 31,620 | 31,620 | - | 0.0% |
| 120 | Overtime | - | 840 | - | - | - | - | - | - | n/a |
| 200 | Benefits | 2,367 | 3,039 | - | - | - | - | - | - | n/a |
| 31X | Office Supplies | 297 | - | - | - | - | - | - | - | n/a |
| 41X | Professional Srvs | 19,540 | 21,597 | - | - | - | - | - | - | n/a |
| 4XX | Repairs & Mtc | 23,919 | 2,233 | 16,250 | 16,250 | 16,250 | - | - | (16,250) | -100.0% |
| 51/3X | Intgvtl Srvs/Taxes | 956 | 7,146 | - | 30,000 | 30,000 | - | - | (30,000) | -100.0% |
| 552 | Interfund Contributions | 1,059,000 | - | - | - | - | - | - | - | n/a |
| 561 | Resid Equity Trsfr | 22,742 | 50,000 | - | - | - | - | - | - | n/a |
| 600 | Capital Outlays | 960,820 | 1,253,656 | 1,271,906 | 1,369,178 | 1,369,178 | 1,786,136 | 1,777,108 | 416,958 | 30.5% |
| 900 | Interfund Svc Pmts | 72,062 | 73,229 | 74,318 | 74,318 | 74,318 | 76,093 | 78,588 | 1,775 | 2.4% |
| | ***Total One-Time Exp*** | $ 2,288,942 | $ 1,550,230 | $ 1,518,770 | $ 1,646,042 | $ 1,646,042 | $ 2,024,183 | $ 2,025,162 | $ 378,141 | 23.0% |
| | ***Total Expenditures*** | $ 3,557,921 | $ 2,820,048 | $ 3,006,100 | $ 3,154,545 | $ 3,092,307 | $ 3,622,126 | $ 3,703,310 | $ 467,580 | 14.8% |

## PUBLIC WORKS EMERGENCY MANAGEMENT

**Responsible Manager:** ***Ray Gross, Emergency Management Coordinator***

### PURPOSE/DESCRIPTION:

The missions of Emergency Management is to prepare the City of Federal Way and the Greater Federal Way community for natural or manmade disasters through public education, training, planning and building interagency cooperation. Ensuring the Emergency Management program stays compliant with the National Incident Management System so that the City stays eligible for Department of Homeland Security grant funding. Emergency Management also ensures that the City and the Greater Federal Way community can respond to and recover from disasters via exercises, drills, training and maintaining the emergency operations center in a state of constituent readiness. Emergency Management also outreaches to the community, offering training and education materials or presentation on preparedness.




### GOALS/OBJECTIVES:

Emergency Management will continue to ensure compliance with the National Incident Management System, via the Emergency Operations Plan, training and using the Incident Command System.

Continue incident response training and exercises for all staff assigned to the Greater Federal Way Emergency Operations Center.

Continue to develop relationships with the community, faith based organizations and other community service organizations in order to better prepare the community for disasters.

### POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| Emergency Management Coordinator | - | - | - | 1.00 | 1.00 | 1.00 | 1.00 | 41 |
| ***Total Regular Staffing*** | - | - | - | 1.00 | 1.00 | 1.00 | 1.00 | |
| ***Change from prior year*** | - | - | - | 1.00 | - | - | - | |
| Grand Total Staffing | - | - | - | 1.00 | 1.00 | 1.00 | 1.00 | |

### PERFORMANCE MEASURES:

| Type/Description | 2005 | 2006 | 2007 | 2008 |
|---|---|---|---|---|
| Workload Measures: | | | | |
| • NIMS ICS Training (ICS 300 and ICS 400) | - | - | 35 | N/A |
| • Update GFW Emergency Management Plan to be NIMS compliant | - | - | 1 | 1 |
| • Conduct quarterly Emergency Management table top/functional exercises for staff assigned to the GFW EOC | - | - | 6 | 6 |
| • Conduct monthly Emergency Management oversight and planning committee meetings | - | - | 12 | 12 |
| Outcome Measures: | | | | |
| • Number of people trained in ICS 300 and 400 | - | - | 35 | N/A |
| • Number of table top exercises conducted | - | - | 6 | 6 |
| Efficiency Measures: | | | | |
| • Training GFW EOC staff in NIMS ICS | - | - | 6 | 6 |
| • Conducting exercises and EOC activation | - | - | 2 | 2 |

## PUBLIC WORKS EMERGENCY MANAGEMENT

**Responsible Manager:** ***Ray Gross, Emergency Management Coordinator***

### HIGHLIGHTS/CHANGES:

Creation of new Emergency Management Division: In the 2007/2008 budget, an Emergency Management division was created in the Public Works Department and a base operating budget was established for this division.

Transfer of supplies and GFW program funding: In the 2007/2008 budget, $3,500 for supplies and $7,000 in Greater Federal Way Emergency Management program funding was transferred from the Administrative division budget to the newly created Emergency Management division budget.

Capital Outlay: In the 2007 1-time budget $77,000 is for an emergency fuel storage tank as a secondary source of fuel for the City Hall's generator.

### REVENUE AND EXPENDITURE SUMMARY:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| xxx | General Gov't | $ - | $ 75,404 | $ 7,000 | $ 97,000 | $ 105,072 | $ 198,751 | $ 131,706 | $ 101,751 | 104.9% |
| 36X | Interest & Miscellaneous | - | - | - | 21,000 | 21,000 | 21,000 | 21,000 | - | 0.0% |
| ***Total Revenue*** | | $ - | $ 75,404 | $ 7,000 | $ 118,000 | $ 126,072 | $ 219,751 | $ 152,706 | $ 101,751 | 86.2% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries & Wages | - | - | - | 72,000 | 72,000 | 74,000 | 80,793 | 2,000 | 2.8% |
| 200 | Benefits | - | - | - | 18,000 | 18,000 | 22,261 | 25,417 | 4,261 | 23.7% |
| 31X | Office Supplies | - | - | - | - | - | 3,850 | 3,850 | 3,850 | n/a |
| 3XX | Other Opr Supplies | - | - | - | - | - | 3,000 | 3,000 | 3,000 | n/a |
| 410 | Professional Srvs | - | - | 7,000 | 28,000 | 28,000 | 28,000 | 28,000 | - | 0.0% |
| 43X | Travel & Training | - | - | - | - | - | 960 | 960 | 960 | n/a |
| 497 | Association Dues | - | - | - | - | - | 200 | 200 | 200 | n/a |
| 914/22 | DP/GAC M&O | - | - | - | - | 6,972 | 1,581 | 1,587 | 1,581 | n/a |
| 920 | Tel M&O | - | - | - | - | - | 334 | 334 | 334 | n/a |
| 960 | Risk | - | - | - | - | 700 | 693 | 693 | 693 | n/a |
| 990 | Mail | - | - | - | - | 400 | 400 | 400 | 400 | n/a |
| 900 | Replacement Reserves | - | - | - | - | - | 7,472 | 7,472 | 7,472 | n/a |
| ***Total Opr Expend*** | | $ - | $ - | $ 7,000 | $ 118,000 | $ 126,072 | $ 142,751 | $ 152,706 | $ 24,751 | 21.0% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 3XX | Other Opr Supplies | - | - | - | 3,260 | 3,260 | - | - | (3,260) | -100.0% |
| 41X | Professional Srvs | - | - | - | 72,144 | 72,144 | - | - | (72,144) | -100.0% |
| 600 | Capital Outlays | - | - | - | - | - | 77,000 | - | 77,000 | n/a |
| | ***Total One-Time Exp*** | $ - | $ - | $ - | $ 75,404 | $ 75,404 | $ 77,000 | $ - | $ 1,596 | 2.1% |
| | ***Total Expenditures*** | $ - | $ - | $ 7,000 | $ 193,404 | $ 201,476 | $ 219,751 | $ 152,706 | $ 26,347 | 13.6% |

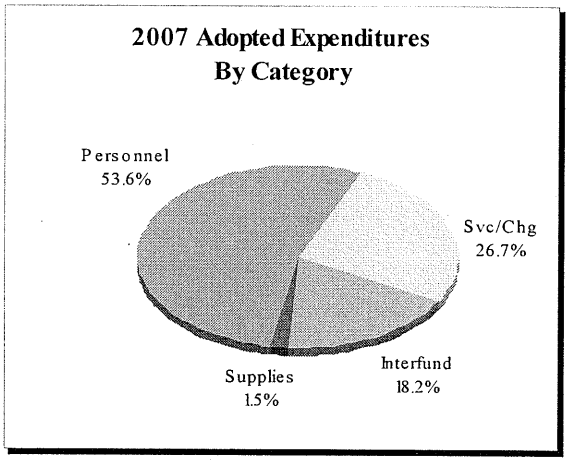
## PUBLIC WORKS SOLID WASTE & RECYCLING

**Responsible Manager:** ***Rob Van Orsow, Solid Waste & Recycling Coordinator***

### PURPOSE/DESCRIPTION:

Solid Waste and Recycling Division's responsibilities include:

- Managing the Solid Waste Franchise Agreement with Waste Management/Federal Way Disposal
- Managing grant programs (preparing applications, project implementation, preparing reports and reimbursement requests)
- Providing litter control operations and supplies
- Participating in regional Solid Waste, Recycling, and Hazardous Waste plan development, evaluation, and implementation
- Enterprise Fund budget and administrative fee management.




### GOALS/OBJECTIVES:

The Solid Waste and Recycling Division's main objective is management of the City's solid waste utility, including procurement and administration of contracted solid waste and recycling collection services for area businesses and residents. Utility management includes the annual rate modification process, ongoing operational review meetings, program planning and implementation, and resolution of customer service issues. The Division's goal is to ensure that the contract hauler provides the highest level of service achievable within contract parameters.

The Division also has an overarching goal of promoting and implementing waste reduction, recycling and composting programming for residents and businesses. This is accomplished through direct assistance, brochures, mailers and events. For example, the Division organizes the spring and fall Special Recycling Events where residents recycle a wide range of materials not normally collected curbside. The Division's objectives include serving as a resource for area businesses and residents in managing their solid waste.

The Division also has the objective of participation in regional planning efforts related to recycling, hazardous waste, and solid waste planning. These planning efforts will help to inform development of the revised Comprehensive Solid Waste Management Plan which will be initiated during this budget biennium.

### POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| Public Works Director | 0.00 | 0.00 | 0.05 | 0.05 | 0.05 | 0.05 | 0.05 | 58F |
| Deputy Public Works Director | 0.00 | 0.00 | 0.05 | 0.05 | 0.05 | 0.05 | 0.05 | 52 |
| Solid Waste/Recycling Coordinator | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 34 |
| Recycling Project Manager | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | 24 |
| Administrative Assistant II | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 24 |
| ***Total Regular Staffing*** | 1.60 | 1.60 | 1.70 | 1.70 | 1.70 | 1.70 | 1.70 | |
| ***Change from prior year*** | 0.00 | 0.00 | 0.10 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Grand Total Staffing | 1.60 | 1.60 | 1.70 | 1.70 | 1.70 | 1.70 | 1.70 | |

### PERFORMANCE MEASURES:

| Type/Description | 2005 | 2006 | 2007 | 2008 |
|---|---|---|---|---|
| Workload Measures: | | | | |
| • Number of special recycling collection events held | 2 | 2 | 2 | 2 |
| • Number of outreach materials (flyers, brochures, and newsletters) produced | 6 | 6 | 6 | 6 |
| • Number of grants managed | 3 | 3 | 3 | 3 |
| Outcome Measures: | | | | |
| • Quantity of outreach materials printed and distributed | 104,000 | 104,000 | 77,000 | 77,000 |
| • Grant revenue obtained | $170,957 | $123,280 | $138,000 | $138,000 |
| • Tons of material diverted per special recycling event | 50 | 50 | 50 | 50 |

## PUBLIC WORKS SOLID WASTE & RECYCLING

**Responsible Manager:** ***Rob Van Orsow, Solid Waste & Recycling Coordinator***

### HIGHLIGHTS/CHANGES:

Potential Extension of Contract Term and Service Changes: The current term of the Solid Waste Franchise Agreement with Waste Management expires at the end of 2008. The City has sole discretion to extend this Agreement for two years, through 2010 – with contractor notification to occur prior to June 30, 2007. As part of this process, the City Council will be asked to make a determination on contract extension, and to also consider adopting service changes or upgrades, and potential associated rate impacts.

Grant Revenues: Grant revenues are expected to show an increase of $14,720 or 11.9% from 2006 to 2007, based on annualized grant cycle figures, and restored funding for the DOE's Coordinated Prevention Grant.

Refuse Collection - Administrative Fee Increase: This revenue source is projected to increase by $72,633 or 42.7% in 2007, as a pass-through Administrative Fee increase approved by the City Council in 2005 goes into effect 1/1/2007. Expenditures from the SW/R Enterprise Fund have grown to support added interfund charges and FTE's. This increased Administrative Fee revenue will ensure that this fund remains solvent through the budget biennium.

Benefits: The adopted budget shows an increase in benefits of $1,453 or 4.6% from 2006 to 2007, primarily due to higher projected health care benefit costs.

Repairs & Maintenance: This line item funds litter control operations under contract with Vadis, a private, non-profit sheltered employment organization. Vadis has provided litter control services under contract for nearly 14 years. Vadis requested a substantial funding increase for this budget biennium, partly due to increased operating and labor costs that have not kept pace with the flat rate of compensation growth for this contract over the years, and partly due to a funding decrease that occurred in 2005. An increase of $18,250 or 51.8% is anticipated for 2007. This increase will also result in additional operating hours for litter control service.

### REVENUE AND EXPENDITURE SUMMARY:

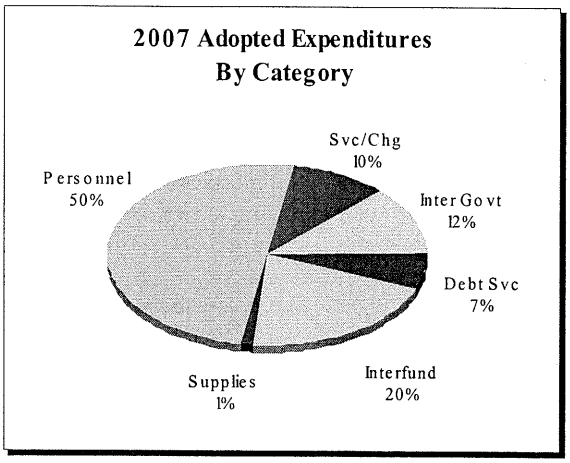
| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| 32X | Grants | $ 85,625 | $ 170,957 | $ 133,000 | $ 123,280 | $ 123,280 | $ 138,000 | $ 138,000 | $ 14,720 | 11.9% |
| 34X | Refuse Collection | 165,289 | 165,950 | 170,217 | 170,217 | 170,217 | 242,850 | 242,850 | 72,633 | 42.7% |
| 36X | Interest & Miscellaneous | 1,489 | 1,807 | - | - | - | - | - | - | n/a |
| ***Total Revenue*** | | $ 252,403 | $ 338,715 | $ 303,217 | $ 293,497 | $ 293,497 | $ 380,850 | $ 380,850 | $ 87,353 | 29.8% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries & Wages | 95,307 | 99,772 | 107,322 | 107,323 | 107,323 | 108,888 | 112,147 | 1,565 | 1.5% |
| 200 | Benefits | 26,124 | 28,957 | 31,706 | 31,706 | 31,706 | 33,159 | 34,477 | 1,453 | 4.6% |
| 31X | Office Supplies | 3,204 | 4,004 | 4,000 | 4,000 | 4,000 | 4,075 | 4,075 | 75 | 1.9% |
| 41X | Professional Srvs | 1,272 | 2,958 | 6,474 | 6,474 | 6,474 | 6,474 | 6,474 | - | 0.0% |
| 43X | Travel & Training | 1,073 | 1,007 | 1,845 | 1,845 | 1,845 | 1,845 | 1,845 | - | 0.0% |
| 47/42X | Util & Comm | 4,354 | 4,102 | 4,300 | 4,300 | 4,300 | 4,300 | 4,300 | - | 0.0% |
| 48X | Repairs & Mtc | 48,755 | 36,104 | 35,250 | 35,250 | 35,250 | 53,500 | 53,500 | 18,250 | 51.8% |
| 497 | Association Dues | 465 | 465 | 500 | 500 | 500 | 500 | 500 | - | 0.0% |
| 4XX | Other Misc Exp | 350 | 256 | 4,000 | 4,000 | 4,000 | 4,000 | 4,000 | - | 0.0% |
| 914 | DP/GAC M&O | 3,050 | 3,039 | 3,508 | 3,587 | 3,543 | 3,614 | 3,717 | 27 | 0.8% |
| 918 | GIS M&O | 1,176 | 1,346 | 1,731 | 1,731 | 1,730 | 2,079 | 2,189 | 348 | 20.1% |
| 920 | Tel M&O | 3,851 | 3,406 | 4,070 | 4,070 | 4,032 | 4,089 | 4,194 | 19 | 0.5% |
| 950 | Bldg M&O | 2,133 | 1,356 | 1,192 | 1,509 | 1,509 | 1,597 | 1,603 | 88 | 5.8% |
| 960 | Risk | 1,362 | 735 | 1,394 | 1,613 | 1,610 | 1,594 | 1,594 | (19) | -1.2% |
| 990 | Mail | 1,031 | 1,054 | 1,200 | 1,200 | 1,196 | 1,196 | 1,196 | (4) | -0.3% |
| 94X | Capital Contributions | 116 | - | 79 | | | | | | |
| 900 | Replacement Reserves | 1,889 | 2,332 | 2,298 | 2,298 | 2,237 | 2,453 | 2,205 | 155 | 6.7% |
| 900 | Interfund Svc Pmts | 30,548 | 30,983 | 31,443 | 31,443 | 31,443 | 31,470 | 31,787 | 27 | 0.1% |
| ***Total Opr Expend*** | | $ 226,060 | $ 221,876 | $ 242,313 | $ 242,850 | $ 242,699 | $ 264,833 | $ 269,804 | $ 21,984 | 9.1% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 110 | Salaries & Wages | 508 | 1,564 | - | - | - | - | - | - | n/a |
| 200 | Benefits | 55 | 187 | - | - | - | - | - | - | n/a |
| 3XX | Other Opr Supplies | 3,476 | 6,986 | - | - | - | - | - | - | n/a |
| 41X | Professional Services | 48,284 | 73,633 | 107,000 | 97,280 | 97,280 | 100,000 | 100,000 | 2,720 | 2.8% |
| 4XX | Other Misc Exp | 11,654 | 17,906 | - | | | | - | - | n/a |
| 900 | Interfund Service Payments | - | - | - | - | - | 57 | 256 | 57 | n/a |
| | ***Total One-Time Exp*** | $ 63,978 | $ 100,276 | $ 107,000 | $ 97,280 | $ 97,280 | $ 100,057 | $ 100,256 | $ 2,777 | 2.9% |
| | ***Total Expenditures*** | $ 290,037 | $ 322,152 | $ 349,313 | $ 340,130 | $ 339,979 | $ 364,890 | $ 370,060 | $ 24,761 | 7.3% |

## PUBLIC WORKS SURFACE WATER MANAGEMENT

**Responsible Manager:** ***Paul Bucich, P.E., Surface Water Manager***

### PURPOSE/DESCRIPTION:

The Surface Water Management Division (SWM) is responsible for the comprehensive management of the City's natural and manmade surface water systems. This involves protecting developed and undeveloped properties from flooding, runoff and water quality problems while continuing to accommodate new residential and commercial growth. The SWM Division also promotes the preservation of natural drainage systems, protection of fishery resources, and wildlife habitat.




The SWM Division provides all of the surface water related services to the City of Federal Way. These services are provided in the form of the following programs: Administration/Engineering Services, Water Quality, and Maintenance Services. Capital projects are budgeted in the Surface Water Management Capital Project Fund.

Administration/Engineering: The Administration function provides the overall management and operation of the Surface Water Program including the preparation and management of the Department's budget; coordination of the billing and collection process; supervision of administrative, engineering, and maintenance staff; coordination and management of employee training; and management of Capital Improvement studies and projects. Interfund services include Internal Service Fund charges (telephone, computers, building rent, insurance, equipment and GIS).

Water Quality: The purpose of the Water Quality program is to improve the quality of the surface water run-off and the natural receiving waters including streams, creeks, rivers, ponds, lakes, wetlands, and Puget Sound. Beginning in 1994, the Water Quality related functions of the SWM Division are provided in the following elements: a Water Quality Source Control Program, a Public Involvement and Education Program, a Retention/Detention Maintenance Inspection Program, and a Water Quality Monitoring Program. Each program, when fully implemented, will fulfill the anticipated requirements of Federal National Pollutant Discharge Elimination Systems (NPDES) municipal stormwater permits and state stormwater regulations.

Maintenance: The Surface Water Management Division's maintenance program activities associated with the public storm and surface water system include the following program elements: Street Cleaning, Catch Basin, Manhole and Pipe Maintenance; Catch Basin, Manhole and Pipe Repair/Construction; Open Channel and Ditch Maintenance, and Emergency and Miscellaneous Services Program.

### GOALS/OBJECTIVES:

The Surface Water Management Division will continue to implement the 1995 Comprehensive Surface Water Management Plan's mission of protecting public health and safety; prevent property damage; protect, preserve and enhance surface water and associated habitats; protect groundwater quality and quantity; and protect and enhance surface water and sediment quality by controlling and reducing harm from urban hydrologic changes and stormwater pollutants. This will be accomplished through inspections of businesses for illicit discharges and poor house keeping practices; inspection of private storm drainage facilities; issuance of multiple public education posters, brochures, and trainings; adequate maintenance of public infrastructure; and continuation of a Capital Improvement Program addressing water quality and quantity problems throughout the City.

## PUBLIC WORKS SURFACE WATER MANAGEMENT

**Responsible Manager:** ***Paul Bucich, P.E., Surface Water Manager***

### HIGHLIGHTS/CHANGES:

IS and M&O Fund Adjustments: The utility will see an increase in replacement reserves of 13% ($30,325); a decrease in building M&O of 35.5% ($21,614); an increase in Telephone M&O of 23.3% ($11,246); and a decrease in DP/GAC M&O of 24.9% ($24,526). This results in a net decrease of $4,569.

New Equipment: SWM Maintenance will be replacing two older trailers used for annual maintenance of our regional and local stormwater ponds. Both will be replaced in 2007 utilizing existing replacement reserves. No additional funding is expected beyond use of replacement reserves. The older units will be surplused and the recovery placed in the corresponding R&R account for future replacement

Street Sweeping Services: Annually the City contracts for street sweeping services. Due to the increase in fuel costs, it is expected that our costs will rise significantly. We anticipate a $32,000 increase in 2007 and a smaller increase of 3% more in 2008 for a total increase for 2008 from 2006 budget of $35,000.

Maintenance Items: Due to new facilities coming on line with more advanced water quality treatment, SWM is experiencing increased maintenance costs. To cover the costs for the more specialized replacement items, SWM is requesting an increase of $8,500 to the maintenance budget. For the two budget line items this is an increase of 45% and 2% respectively.

Temporary Help: SWM Maintenance has absorbed an additional 5 ponds due to the recent annexations and has increased the maintenance work load on ponds from 56 to 84 plus 6 regional ponds since forming. This increase will allow for two temporary workers to work one month longer than currently budgeted. This increases the line item from $9,600 to $14,080, approximately 47%.

NPDES Permit Fee: The annual permit fee has been raised by $500 for 2007 and $2,100 for 2008. This is a fee the City will be required to pay once the NPDES Phase II Permit is issued.

Replacement of Vehicle: Truck SW 200 was purchased in 1998 and is the primary vehicle used by Public Works callout staff to respond to after hours emergences, hazards, and service requests. This truck has exceeded its effective service life and is in need of replacement based on an assessment of maintenance costs. There are adequate replacement reserves to replace the truck.

SWM Storage Containers: SWM and Streets Maintenance currently utilize two outdoor storage containers. These were purchased in 1992 and have reached their service life. Both units leak and are in poor shape. There are adequate replacement reserves to replace both.

### POSITION INVENTORY:

| Position | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | Grade |
|---|---|---|---|---|---|---|---|---|
| Public Works Director | 0.00 | 0.00 | 0.15 | 0.15 | 0.15 | 0.15 | 0.15 | 58F |
| Deputy Public Works Director | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | 52 |
| SWM Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 50 |
| SWM Project Engineer | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 43 |
| SW Quality Program Coord | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 39 |
| SWM Engineer | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 38 |
| Surface Water Quality Specialist | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 36 |
| SWM Maintenance Supervisor | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 36 |
| SWM R/D Inspector | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 36 |
| Engineering Technician | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 28 |
| Maintenance Worker II | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 24m |
| Administrative Assistant II | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 24 |
| Maintenance Worker I | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 20m |
| Administrative Assistant I | 0.65 | 0.65 | 0.65 | 0.65 | 0.65 | 0.65 | 0.65 | 18 |
| ***Total Regular Staffing*** | 15.25 | 15.25 | 15.40 | 15.40 | 15.40 | 15.40 | 15.40 | |
| ***Change from prior year*** | 1.00 | 0.00 | 0.15 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Grand Total Staffing | 15.25 | 15.25 | 15.40 | 15.40 | 15.40 | 15.40 | 15.40 | |

## PUBLIC WORKS SURFACE WATER MANAGEMENT

**Responsible Manager:** ***Paul Bucich, P.E., Surface Water Manager***

### REVENUE AND EXPENDITURE SUMMARY:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Revenue Summary:*** | | | | | | | | | | |
| 32X | Grants | $ - | $ 19,063 | $ - | $ - | $ - | $ - | $ - | $ - | n/a |
| 341 | SWM Fee | 3,522,667 | 3,535,750 | 3,607,080 | 3,607,080 | 3,607,080 | 3,710,104 | 3,763,162 | $ 103,025 | 2.9% |
| 36X | Interest & Miscellaneous | 7,040 | 24,385 | 11,470 | 11,470 | 11,470 | 11,470 | 11,470 | - | 0.0% |
| ***Total Revenue*** | | $ 3,529,708 | $ 3,579,198 | $ 3,618,549 | $ 3,618,549 | $ 3,618,549 | $ 3,721,574 | $ 3,774,632 | $ 103,025 | 2.8% |
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries & Wages | 953,404 | 1,024,888 | 1,089,926 | 1,089,926 | 1,089,926 | 1,132,617 | 1,178,286 | 42,690 | 3.9% |
| 111/1 | Temporary Help | 19,704 | 19,633 | 22,220 | 22,220 | 22,220 | 26,700 | 26,700 | 4,480 | 20.2% |
| 120 | Overtime | 7,726 | 7,248 | 12,400 | 12,400 | 11,800 | 12,400 | 12,400 | - | 0.0% |
| 200 | Benefits | 236,706 | 261,856 | 295,624 | 295,624 | 295,624 | 326,009 | 361,845 | 30,384 | 10.3% |
| 31X | Supplies | 16,971 | 19,839 | 20,925 | 20,925 | 22,050 | 25,425 | 25,425 | 4,500 | 21.5% |
| 36X | Mtc Supplies | 7,785 | 2,477 | 9,650 | 9,650 | 5,550 | 9,650 | 9,650 | - | 0.0% |
| 3XX | Other Opr Supplies | 8,726 | 8,591 | 9,595 | 9,595 | 8,625 | 9,595 | 9,595 | - | 0.0% |
| 41X | Professional Srvs | 30,971 | 29,051 | 29,877 | 48,757 | 48,757 | 29,877 | 29,877 | (18,880) | -38.7% |
| 43X | Travel & Training | 7,850 | 3,563 | 6,115 | 6,115 | 6,115 | 6,115 | 6,115 | - | 0.0% |
| 47/42X | Util & Comm | 5,505 | 6,710 | 7,200 | 7,200 | 7,250 | 7,200 | 7,200 | - | 0.0% |
| 48X | Repairs & Mtc | 199,835 | 160,527 | 197,211 | 197,211 | 197,211 | 233,211 | 236,211 | 36,000 | 18.3% |
| 497 | Association Dues | 1,411 | 1,427 | 1,707 | 1,707 | 1,450 | 1,707 | 1,707 | - | 0.0% |
| 4XX | Other Misc Exp | 10,551 | 9,480 | 12,085 | 12,085 | 10,710 | 12,085 | 12,085 | - | 0.0% |
| 51/3X | Intgvtl Srvs/Taxes | 309,324 | 308,940 | 366,345 | 366,345 | 366,345 | 366,845 | 368,445 | 500 | 0.1% |
| 7/8XX | Debt Service | 207,225 | 205,401 | 238,251 | 238,251 | 238,251 | 201,754 | 199,930 | (36,497) | -15.3% |
| 914/22 | DP/GAC M&O | 18,021 | 17,818 | 20,727 | 21,037 | 20,781 | 21,199 | 21,804 | 162 | 0.8% |
| 918 | GIS M&O | 27,281 | 31,216 | 40,152 | 40,152 | 40,126 | 48,196 | 50,770 | 8,044 | 20.0% |
| 920 | Tel M&O | 14,368 | 12,710 | 15,185 | 15,185 | 15,044 | 15,258 | 15,647 | 73 | 0.5% |
| 950 | Bldg M&O | 22,531 | 18,357 | 15,915 | 20,206 | 20,206 | 19,884 | 20,064 | (322) | -1.6% |
| 954 | Fleet M&O | 48,187 | 49,279 | 50,300 | 56,667 | 57,333 | 57,470 | 57,631 | 803 | 1.4% |
| 960 | Risk M&O | 14,823 | 7,991 | 15,163 | 17,541 | 17,506 | 17,328 | 17,328 | (213) | -1.2% |
| 990 | Mail M&O | 2,143 | 2,192 | 2,495 | 2,495 | 2,487 | 2,487 | 2,487 | (8) | -0.3% |
| 94X | Capital Contributions | 638 | - | 310 | | | | | | |
| 900 | Replacement Reserves | 100,635 | 115,325 | 119,187 | 119,187 | 104,701 | 107,551 | 106,241 | (11,636) | -9.8% |
| 900 | Interfund Svc Pmts | 306,283 | 311,250 | 315,888 | 315,888 | 315,888 | 319,948 | 337,786 | 4,060 | 1.3% |
| ***Total Opr Expend*** | | $ 2,578,605 | $ 2,635,769 | $ 2,914,454 | $ 2,946,370 | $ 2,925,957 | $ 3,010,510 | $ 3,115,230 | $ 64,140 | 2.2% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 3XX | Other Opr Supplies | - | 397 | - | - | - | - | - | - | n/a |
| 41X | Professional Services | - | 14,211 | - | - | - | - | - | - | n/a |
| 48X | Repairs & Mtc | 9,302 | 29,868 | - | - | - | - | - | - | n/a |
| 4XX | Other Misc Exp | - | 438 | - | - | - | - | - | - | n/a |
| 51/3X | Intgvtl Srvs/Taxes | - | 3,369 | - | 29,369 | 29,369 | - | - | (29,369) | -100% |
| 552 | Interfund Contributions | 1,521,764 | 129,974 | 779,290 | 704,095 | 704,096 | 951,000 | 1,190,000 | 246,905 | 35% |
| 900 | Interfund Svc Pmts | - | - | - | - | - | 343 | 1,502 | 343 | n/a |
| | ***Total One-Time Exp*** | $ 1,531,066 | $ 178,257 | $ 779,290 | $ 733,464 | $ 733,465 | $ 951,343 | $ 1,191,502 | $ 217,879 | 29.7% |

**PUBLIC WORKS SURFACE WATER MANAGEMENT**

**Responsible Manager:** ***Paul Bucich, P.E., Surface Water Manager***

**PERFORMANCE MEASURES:**

| Type/Description | 2005 | 2006 | 2007 | 2008 |
|---|---|---|---|---|
| Workload Measures: | | | | |
| *Admin & Engineering* | | | | |
| • Annual SWM revenues administered | $3.5M | $3.6M | $3.7M | $3.8M |
| *Water Quality* | | | | |
| • Water quality articles published | 6 | 8 | 8 | 8 |
| • Volunteer hours on surface water related projects | 600 | 600 | 600 | 600 |
| *Maintenance* | | | | |
| • Major maintenance projects designed and constructed | 12 | 12 | 12 | 12 |
| • Number of R/D facilities maintained | 147 | 150 | 171 | 180 |
| Outcome Measures: | | | | |
| *Admin & Engineering* | | | | |
| • Percent of planned CIP projects completed | 100.0% | 100.0% | 100.0% | 100.0% |
| • Percent reduction in number of areas which frequently flood (cumulative) | 80.0% | 80.0% | 80.0% | 80.0% |
| *Water Quality* | | | | |
| • Percent completion of storm monitoring and sampling targets | 100.0% | 100.0% | 100.0% | 100.0% |
| • Percent of planned lake and stream & water quality projects completed on time | 100.0% | 100.0% | 100.0% | 100.0% |
| *Maintenance* | | | | |
| • Percent of emergency situations responded to within 45 minutes (after-hours response time) | 100.0% | 100.0% | 100.0% | 100.0% |
| Efficiency Measures: | | | | |
| *Maintenance* | | | | |
| • Number of citizen action report (CAR) forms responded to per maintenance FTE | 70 | 70 | 70 | 70 |
| • Percent of emergency situations responded to within 45 minutes (after-hours response time) | 100.0% | 100.0% | 100.0% | 100.0% |

*Hylebos Creek Stream Restoration Project*

# 001: GENERAL FUND

## Purpose/Description:

The General Fund was established to provide the services typically offered by local governments and derives its funding primarily from local tax sources. The fund is divided into eight primary departments: City Council, City Manager, Municipal Court, Law, Management Services, Community Development, Public Safety, and Parks, Recreation and Cultural Services.

The following is a summary of the fund's major sources of revenue and primary areas of service.

**PRIMARY REVENUE SOURCES**

- Property Tax
- Sales Tax
- State Shared & Intergovernmental Revenue
- Licenses and Permits
- Charges for Services
- Interfund Service Charge

**PRIMARY EXPENDITURE SERVICES**

- Police Protection
- Jail Services
- Court Services
- Land Use and Development Services
- Parks and Recreation
- Human Services
- General governmental (law, finance, admin, etc.)
- Public Works in the form of interfund transfer to Street Fund

City fiscal policy requires ongoing expenditures be funded with ongoing revenues, therefore, beginning fund balance from prior year are primarily used for one-time and/or capital purposes.

The following two pages present a sources and uses summary of the departmental budgets which comprise the General Fund. Also included is an expenditure by object summary.

## Sources and Uses:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| | **REVENUES** | | | | | | | | | |
| | Property Tax | $ 8,121,088 | $ 8,442,168 | $ 8,443,000 | $ 8,692,174 | $ 8,692,174 | $ 8,865,097 | $ 8,992,267 | $ 172,923 | 2.0% |
| | Local Sales Tax | 10,546,218 | 11,305,537 | 11,010,000 | 11,120,000 | 12,120,000 | 11,782,071 | 12,194,443 | 662,071 | 6.0% |
| | Criminal Justice Sales Tax | 1,648,046 | 1,817,981 | 1,757,000 | 1,877,000 | 1,945,240 | 2,042,502 | 2,171,762 | 165,502 | 8.8% |
| | Gambling Tax | 1,444,132 | 1,501,065 | 1,265,000 | 1,415,000 | 1,250,000 | 1,200,000 | 1,200,000 | (215,000) | -15.2% |
| | Leasehold Excise Tax | 19,292 | 2,026 | 2,500 | 2,500 | 2,026 | 2,026 | 2,026 | (474) | -19.0% |
| | Liquor Excise Tax | 328,195 | 353,967 | 337,000 | 354,600 | 354,600 | 355,000 | 355,000 | 400 | 0.1% |
| | Liquor Profits Tax | 605,243 | 607,100 | 580,000 | 606,400 | 606,400 | 610,000 | 610,000 | 3,600 | 0.6% |
| | Criminal Just - State Shared | 118,391 | 79,907 | 262,000 | 108,000 | 81,106 | 82,322 | 83,557 | (25,678) | -23.8% |
| | DUI Cities | 14,089 | 14,469 | 15,000 | 15,000 | 14,469 | 14,469 | 14,469 | (531) | -3.5% |
| | Franchise Fees | 700,714 | 787,639 | 673,000 | 733,000 | 815,206 | 843,739 | 873,269 | 110,739 | 15.1% |
| | Licenses | 177,750 | 233,303 | 210,517 | 210,517 | 233,518 | 260,518 | 260,518 | 50,001 | 23.8% |
| | Building Permits | 830,867 | 1,630,697 | 680,000 | 818,500 | 1,455,000 | 972,500 | 1,001,500 | 154,000 | 18.8% |
| | Electrical Permits | 134,787 | 268,800 | 144,000 | 144,000 | 250,000 | 144,000 | 144,000 | - | 0.0% |
| | Fines & Forfeits | 1,242,027 | 875,986 | 1,318,000 | 976,000 | 896,000 | 917,535 | 918,825 | (58,465) | -6.0% |
| | Zoning Fees | 135,228 | 248,463 | 162,000 | 162,000 | 162,000 | 162,000 | 162,000 | - | 0.0% |
| | Plan Check Fees | 458,334 | 977,403 | 476,400 | 528,900 | 545,600 | 580,600 | 589,600 | 51,700 | 9.8% |
| | Security & Protection | 575,860 | 910,488 | 649,190 | 649,190 | 613,500 | 789,000 | 808,946 | 139,810 | 21.5% |
| | Recreation Fees | 648,384 | 632,994 | 666,335 | 666,335 | 600,670 | 629,810 | 640,915 | (36,525) | -5.5% |
| | Kenneth Jones Pool Fees | 192,344 | 196,650 | 208,000 | 208,000 | 177,700 | - | - | (208,000) | -100.0% |
| | Interest Earnings | 96,284 | 238,696 | 116,000 | 176,000 | 340,000 | 294,023 | 294,023 | 118,023 | 67.1% |
| | Utility Tax-Cpark & Camp Kilworth | 231,843 | 238,798 | 245,962 | 295,962 | 296,000 | 420,800 | 438,000 | 124,838 | 42.2% |
| | Utility Tax-CC/SC/Pool | 283,910 | 314,000 | 319,000 | 319,000 | 319,000 | - | - | (319,000) | -100.0% |
| | Utility Tax-Arts, Com Evnts, Etc | - | 93,750 | 93,750 | 93,750 | 93,750 | 106,000 | 108,000 | 12,250 | 13.1% |
| | Utility Tax-Public Safety | - | 625,000 | 625,000 | 625,000 | 625,000 | 700,000 | 728,000 | 75,000 | 12.0% |
| | Utility Tax-2007 Baseline Support | - | - | - | - | - | 1,238,728 | 1,761,946 | 1,238,728 | n/a |
| | Utility Tax-Voter Package | - | - | - | - | - | 1,837,500 | 2,548,000 | 1,837,500 | n/a |
| | General Fund Admin Fee | 541,495 | 552,000 | 560,000 | 560,000 | 560,000 | 642,399 | 675,695 | 82,399 | 14.7% |
| | Traffic School Admin Fee | 235,586 | 184,877 | 285,000 | 285,000 | 185,000 | 205,000 | 205,000 | (80,000) | -28.1% |
| | Miscellaneous | 230,596 | 260,501 | 257,700 | 267,700 | 257,700 | 260,430 | 263,089 | (7,270) | -2.7% |
| | **Total Operating Revenues** | **$ 29,560,704** | **$ 33,394,265** | **$ 31,361,354** | **$ 31,909,528** | **$ 33,491,659** | **$ 35,958,069** | **$ 38,044,850** | **$ 4,048,541** | **12.7%** |

# 001: GENERAL FUND

## Sources and Uses: (cont.)

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| | **EXPENDITURES** | | | | | | | | | |
| | City Council | $ 271,346 | $ 281,354 | $ 281,590 | $ 287,316 | $ 305,314 | $ 365,466 | $ 370,247 | $ 78,150 | 27.2% |
| | City Manager | 546,644 | 716,067 | 502,157 | 753,147 | 750,811 | 1,042,493 | 1,144,048 | 289,346 | 38.4% |
| | Municipal Court | 1,388,714 | 969,612 | 1,458,884 | 1,149,743 | 1,151,009 | 1,347,637 | 1,446,661 | 197,895 | 17.2% |
| | Economic Development | 135,412 | 130,684 | 118,622 | 118,643 | 114,758 | 200,581 | 206,673 | 81,937 | 69.1% |
| | Criminal Legal Srvs | 579,862 | 336,274 | 613,443 | 363,638 | 363,638 | 556,437 | 616,700 | 192,798 | 53.0% |
| | Civil Legal Services | 603,618 | 618,675 | 715,402 | 719,128 | 719,937 | 786,751 | 843,117 | 67,622 | 9.4% |
| | Management Services | 1,866,577 | 1,674,185 | 1,660,771 | 1,673,864 | 1,799,620 | 1,917,828 | 2,001,828 | 243,964 | 14.6% |
| | Community Development | 2,993,988 | 2,932,215 | 3,125,492 | 3,144,064 | 3,156,084 | 3,336,461 | 3,495,665 | 192,397 | 6.1% |
| | Jail Services | 1,211,530 | 1,400,636 | 1,384,060 | 1,384,060 | 1,484,060 | 1,668,128 | 1,838,022 | 284,068 | 20.5% |
| | 911 Dispatch | 1,078,573 | 1,148,953 | 1,028,483 | 1,208,483 | 1,208,483 | 1,394,737 | 1,432,080 | 186,254 | 15.4% |
| | Public Safety | 14,437,797 | 14,269,566 | 15,017,728 | 15,335,042 | 15,389,409 | 17,502,546 | 18,580,852 | 2,167,504 | 14.1% |
| | Parks & Recreation | 3,725,026 | 3,706,195 | 3,824,112 | 3,795,480 | 3,761,548 | 3,656,091 | 3,780,364 | (139,389) | -3.7% |
| | Pay/Benefit Change | - | - | (188,448) | - | - | - | - | - | n/a |
| | General Fund IS Allocations | - | - | (41,607) | - | - | - | - | - | n/a |
| | Transfer Out - Pub Wks | 1,696,139 | 1,699,669 | 1,877,960 | 1,913,686 | 1,772,670 | 2,186,519 | 2,295,813 | 272,833 | 14.3% |
| | **Total Operating Expenditures** | **$ 30,535,225** | **$ 29,884,085** | **$ 31,378,649** | **$ 31,846,294** | **$ 31,977,341** | **$ 35,961,674** | **$ 38,052,070** | **$ 4,115,380** | **12.9%** |
| | **Oper Rev Over/(Under) Exp** | **$ (974,521)** | **$ 3,510,180** | **$ (17,295)** | **$ 63,234** | **$ 1,514,318** | **$ (3,605)** | **$ (7,220)** | **$ (66,839)** | **-105.7%** |
| | | | | | | | | | | |
| | **OTHER FINANCING SOURCES** | | | | | | | | | |
| | Transfer-Projects | - | 13,000 | - | - | - | - | - | - | n/a |
| | Human Services Donations | 48,678 | 8,778 | - | - | - | - | - | - | n/a |
| | Transfer-In & Other Misc Rev | - | 72,964 | - | - | - | 102,500 | 2,500 | 102,500 | n/a |
| | Transfer-In Public Works CIP | - | 40,551 | - | 55,450 | 55,450 | - | - | (55,450) | -100.0% |
| | Transfer-In CDBG | 4,591 | - | - | - | - | - | - | - | n/a |
| | Expedited Review Fees | 104,243 | 16,006 | - | - | - | - | - | - | n/a |
| | COPS, LLEGB, & COPS More Grant | 137,007 | 65,584 | - | 114,086 | 65,360 | - | - | (114,086) | -100.0% |
| | Private Security - $25/hour | 43,544 | - | - | - | - | - | - | - | n/a |
| | Seizure Fund Revenues | 59,216 | 258,667 | 66,000 | 81,000 | 81,000 | 61,066 | - | (19,934) | -24.6% |
| | Explorer & Traffic School-Police | 25,142 | 50,887 | - | - | - | - | - | - | n/a |
| | Grants | 40,500 | 103,125 | - | 35,225 | 48,887 | - | - | (35,225) | -100.0% |
| | **Total Othr Financing Sources** | **$ 462,921** | **$ 629,562** | **$ 66,000** | **$ 285,761** | **$ 250,697** | **$ 163,566** | **$ 2,500** | **$ (122,195)** | **-42.8%** |
| | | | | | | | | | | |
| | **1-Time USES** | | | | | | | | | |
| | City Council - 1 Time Exp | 35,339 | 62,783 | 41,605 | 122,001 | 122,001 | - | - | (122,001) | -100.0% |
| | City Manager - 1Time Exp | 130,393 | 137,035 | 98,993 | 155,081 | 161,048 | 18,487 | 30,826 | (136,594) | -88.1% |
| | Muni-Court - 1 Time Exp | 16,190 | 13,485 | - | 8,753 | 8,753 | 6,868 | 2,813 | (1,885) | -21.5% |
| | Economic Development | - | 97,900 | - | 174,250 | 169,250 | 114,063 | 5,000 | (60,187) | -34.5% |
| | Community Develop 1-Time Exp | 371,508 | 199,738 | 59,722 | 541,681 | 626,654 | 55,169 | 43,524 | (486,512) | -89.8% |
| | Law-1 Time Exp | 36,138 | 50,375 | 15,000 | 117,794 | 117,794 | 18,389 | 1,647 | (99,405) | -84.4% |
| | Management Svcs - 1 Time Exp | 147,527 | 188,402 | 51,818 | 223,408 | 223,406 | 160,138 | 36,093 | (63,270) | -28.3% |
| | Parks- 1 Time Exp | 197,224 | 244,868 | 40,000 | 361,758 | 361,650 | 152,620 | 31,672 | (209,138) | -57.8% |
| | Public Safety - 1 Time Exp | 525,676 | 424,954 | 66,000 | 591,144 | 1,028,281 | 436,135 | 26,730 | (155,009) | -26.2% |
| | Transfer to CIP | 2,816,366 | 878,030 | - | - | - | - | - | - | n/a |
| | Transfer - Public Works 1-Time | 216,616 | - | 35,000 | 171,526 | 280,526 | 90,020 | - | (81,506) | -47.5% |
| | Capital | 160,000 | - | - | - | - | - | - | - | n/a |
| | Capital-Community Cntr | - | 150,000 | - | - | - | 30,000 | - | 30,000 | n/a |
| | New City Hall Balloon Payment | - | - | - | - | - | 1,000,000 | - | 1,000,000 | n/a |
| | Contingency | - | - | - | 907,747 | - | 1,014,266 | - | 106,519 | 11.7% |
| | **Total Other Financing Uses** | **$ 4,652,977** | **$ 2,447,570** | **$ 408,138** | **$ 3,375,143** | **$ 3,099,363** | **$ 3,096,155** | **$ 178,305** | **$ (278,988)** | **-8.3%** |
| | | | | | | | | | | |
| | **Total Rev and Other Sources** | **$ 30,023,625** | **$ 34,023,827** | **$ 31,427,354** | **$ 32,195,289** | **$ 33,742,356** | **$ 36,121,635** | **$ 38,047,350** | **$ 3,926,346** | **12.2%** |
| | **Total Exp and Other Uses** | **$ 35,188,201** | **$ 32,331,655** | **$ 31,786,787** | **$ 35,221,437** | **$ 35,076,704** | **$ 39,057,829** | **$ 38,230,375** | **$ 3,836,392** | **10.9%** |
| | | | | | | | | | | |
| | **Beginning Fund Bal, 1/1** | **$ 8,009,616** | **$ 2,845,040** | **$ 669,429** | **$ 4,537,217** | **$ 4,537,211** | **$ 3,202,863** | **$ 266,669** | **$ (1,334,354)** | **-29.4%** |
| | **Total End Fund Balance, 12/31** | **$ 2,845,040** | **$ 4,537,211** | **$ 309,996** | **$ 1,511,069** | **$ 3,202,863** | **$ 266,669** | **$ 83,645** | **$ (1,244,400)** | **-82.4%** |
| | Reserve for Grant Fund Loan | - | - | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | - | 0.0% |
| | Reserve for New Programs | - | 1,848,847 | - | - | - | - | - | - | n/a |
| | Next Year's Contingency | - | - | - | - | 2,483,266 | 192,173 | - | 192,173 | n/a |
| | Unreserved | 2,845,040 | 2,688,364 | (4) | 1,501,069 | 709,597 | 64,496 | 73,645 | (1,436,573) | -95.7% |

# 001: GENERAL FUND

## Expenditure by Object Summary:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| 110 | Salaries and Wages | $ 14,964,155 | $ 14,546,351 | $ 15,718,831 | $ 15,859,635 | $ 15,859,035 | $ 17,791,243 | $ 18,883,029 | $ 1,931,608 | 12.2% |
| 111/1 | Temporary Help | 619,483 | 670,814 | 469,791 | 469,791 | 436,862 | 450,451 | 450,165 | (19,340) | -4.1% |
| 120 | Overtime | 665,208 | 635,576 | 478,155 | 455,461 | 453,061 | 471,629 | 471,629 | 16,168 | 3.5% |
| 200 | Benefits | 3,831,903 | 4,028,153 | 4,689,900 | 4,760,071 | 4,760,071 | 5,276,996 | 5,713,904 | 516,925 | 10.9% |
| 31X | Office Supplies | 310,924 | 286,133 | 246,413 | 251,772 | 254,744 | 236,229 | 236,248 | (15,543) | -6.2% |
| 36X | Maintenance Supplies | 15,298 | 18,979 | 25,795 | 25,795 | 25,545 | 28,545 | 28,545 | 2,750 | 10.7% |
| 3XX | Other Opr Supplies | 178,427 | 194,380 | 137,031 | 137,087 | 154,426 | 184,384 | 191,134 | 47,297 | 34.5% |
| 41X | Professional Services | 1,541,043 | 1,174,219 | 1,618,716 | 1,195,528 | 1,147,614 | 1,492,389 | 1,577,258 | 296,861 | 24.8% |
| 43X | Travel & Training | 201,900 | 237,926 | 167,270 | 167,270 | 175,030 | 232,327 | 241,325 | 65,057 | 38.9% |
| 42X/4 | Utility & Communications | 349,446 | 341,579 | 332,159 | 323,047 | 322,523 | 237,078 | 237,096 | (85,969) | -26.6% |
| 48X | Repairs & Maint | 145,595 | 155,785 | 122,174 | 172,174 | 179,624 | 302,174 | 302,174 | 130,000 | 75.5% |
| 497 | Association Dues | 107,874 | 69,182 | 59,448 | 59,448 | 69,182 | 138,213 | 138,482 | 78,765 | 132.5% |
| 4XX | Other Misc Expense | 440,893 | 314,823 | 240,080 | 248,081 | 256,666 | 267,501 | 265,692 | 19,420 | 7.8% |
| 51/3X | Intgvtl Services/Taxes | 2,468,531 | 2,795,934 | 2,585,493 | 2,765,369 | 2,977,252 | 3,289,070 | 3,496,307 | 523,701 | 18.9% |
| 552 | Interfund Contribution | 15,434 | 12,090 | - | - | - | - | - | - | n/a |
| 600 | Capital Outlays | 12,447 | - | - | - | - | - | - | - | n/a |
| 914/22 | DP/GAC M&O | 690,365 | 679,677 | 793,007 | 816,009 | 806,074 | 973,679 | 1,042,911 | 157,670 | 19.3% |
| 918 | GIS M&O | 71,487 | 52,428 | 69,210 | 69,210 | 69,164 | 98,429 | 102,613 | 29,219 | 42.2% |
| 920 | Tel M&O | 115,644 | 101,444 | 121,221 | 126,221 | 125,046 | 119,636 | 122,595 | (6,585) | -5.2% |
| 950 | Bldg M&O | 265,972 | 384,696 | 333,356 | 422,573 | 422,572 | 378,902 | 381,051 | (43,671) | -10.3% |
| 954 | Fleet M&O | 420,336 | 395,416 | 401,281 | 463,093 | 468,535 | 496,068 | 506,637 | 32,975 | 7.1% |
| 960 | Risk M&O | 299,200 | 145,379 | 255,849 | 298,719 | 298,123 | 286,550 | 286,550 | (12,169) | -4.1% |
| 990 | Mail M&O | 122,524 | 101,895 | 115,988 | 115,988 | 115,633 | 110,799 | 110,799 | (5,189) | -4.5% |
| 94X | Capital Contributions | 27,855 | 10,489 | 4,378 | - | - | - | - | - | n/a |
| 9XX | Replacement Reserves | 957,143 | 831,065 | 745,198 | 730,266 | 827,890 | 912,865 | 970,107 | 182,599 | 25.0% |
| CW | Pay/Benefit Adjustment | - | - | (188,448) | - | - | - | - | - | n/a |
| 101 | Transfer to PW | 1,696,139 | 1,699,669 | 1,877,960 | 1,913,686 | 1,772,670 | 2,186,519 | 2,295,813 | 272,833 | 14.3% |
| 900 | Unallocated IS Charges | - | - | (41,607) | - | - | - | - | - | n/a |
| | ***Sub-Total Opr Expenditures*** | **$ 30,535,225** | **$ 29,884,085** | **$ 31,378,649** | **$ 31,846,294** | **$ 31,977,341** | **$ 35,961,676** | **$ 38,052,064** | **$ 4,115,382** | **12.9%** |
| | ***Capital & One-Time Funding:*** | | | | | | | | | |
| 110 | Salaries and Wages | 27,958 | 37,270 | 114,037 | 117,363 | 455,825 | - | - | (117,363) | -100.0% |
| 111 | Temporary Help | 47,250 | 146,849 | 15,000 | 208,021 | 293,021 | 6,975 | 6,975 | (201,046) | -96.6% |
| 120 | Overtime | 410 | 8 | - | - | - | - | - | - | n/a |
| 200 | Benefits | 10,346 | 24,547 | 11,023 | 26,790 | 128,328 | - | - | (26,790) | -100.0% |
| 31X | Supplies | 4,205 | 8,673 | 3,150 | 13,745 | 13,745 | 9,500 | 500 | (4,245) | -30.9% |
| 36X | Maintenance Supplies | - | 2,441 | - | 3,500 | 3,500 | - | - | (3,500) | -100.0% |
| 3XX | Other Opr Supplies | 212,673 | 129,789 | 5,833 | 353,081 | 353,748 | 106,342 | - | (246,739) | -69.9% |
| 41X | Professional Srvs | 558,607 | 393,376 | 152,480 | 796,222 | 798,810 | 181,963 | 84,600 | (614,259) | -77.1% |
| 43X | Travel & Training | 27,857 | 17,200 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | - | 0.0% |
| 47/42 | Utilities & Comm | 43,748 | 13,020 | - | - | - | - | - | - | n/a |
| 48X | Repairs & Maint | 32,716 | 8,787 | - | 77,900 | 77,900 | - | - | (77,900) | -100.0% |
| 497 | Association Dues | 35,389 | 67,046 | 31,605 | 76,001 | 71,001 | 5,000 | 5,000 | (71,001) | -93.4% |
| 4XX | Other Misc Exp | 30,681 | 48,879 | 20,010 | 51,922 | 55,334 | 39,350 | 600 | (12,572) | -24.2% |
| 51/3X | Intgvtl Srvs/Taxes | - | - | - | - | - | 90,000 | - | 90,000 | n/a |
| 552 | Interfund Contribution | 3,492,982 | 1,253,791 | 35,000 | 271,526 | 380,526 | 1,120,020 | - | 848,494 | 312.5% |
| 600 | Capital Outlays | 39,399 | 190,045 | - | 107,588 | 107,588 | 159,551 | - | 51,963 | 48.3% |
| 900 | Intfund Svc Pmts | 88,754 | 105,851 | 10,000 | 353,737 | 350,037 | 353,190 | 70,631 | (547) | -0.2% |
| | ***Total 1-Time Expenditures*** | **$ 4,652,977** | **$ 2,447,570** | **$ 408,138** | **$ 2,467,396** | **$ 3,099,363** | **$ 2,081,891** | **$ 178,306** | **$ (385,505)** | **-15.6%** |
| CW | Contingency | - | - | - | 907,747 | - | 1,014,266 | - | 106,519 | 11.7% |
| | ***Total CityWide*** | **$ -** | **$ -** | **$ -** | **$ 907,747** | **$ -** | **$ 1,014,266** | **$ -** | **$ 106,519** | **11.7%** |
| | ***Total Expenditures*** | **$ 35,188,201** | **$ 32,331,655** | **$ 31,786,787** | **$ 35,221,437** | **$ 35,076,704** | **$ 39,057,833** | **$ 38,230,370** | **$ 3,836,396** | **10.9%** |

# 101: STREET FUND

**Purpose/Description:**

The Street Fund was established to account for the receipt and disbursement of State-levied unrestricted motor vehicle fuel taxes, which must be accounted for in a separate fund. The Street Fund provides public works services including planning, engineering, construction and maintenance related to city streets, sidewalks and appurtenances, including pedestrian and bicycle paths, lanes and routes.

The Street Fund is organized into four divisions. The Administrative Services Division provides the overall management of all public works related activity, including Solid Waste & Recycling, Surface Water Management and Capital Improvement projects. The Development Services Division provides engineering plan reviews and inspections of developments. The Traffic Services Division provides transportation planning, traffic operations and neighborhood traffic services. The Street Systems Division provides the street improvements and maintenance functions, including snow and ice removal.

This Fund's major sources of revenue are motor vehicle fuel tax, charges for services, interest earnings, and transfers-in from the General Fund. Primary areas of service are engineering plan reviews and inspections of developments, transportation planning, traffic operations and maintenance, neighborhood traffic services, and street maintenance.

The following two pages present a sources and uses summary of the division budgets which comprise the Street Fund. Also included is an expenditure by object summary.

## Sources and Uses:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| | REVENUES | | | | | | | | | |
| | Motor Fuel Tax | $ 1,165,693 | $ 1,193,003 | $ 1,203,000 | $ 1,203,000 | $ 1,195,619 | $ 1,195,000 | $ 1,195,000 | $ (8,000) | -0.7% |
| | Permits Fees | 90,302 | 101,341 | 73,000 | 73,000 | 92,559 | 225,719 | 233,399 | 152,719 | 209.2% |
| | Plan Review Fees | 155,273 | 183,148 | 158,000 | 158,000 | 208,226 | 155,000 | 155,000 | (3,000) | -1.9% |
| | PW Inspection Fees | 93,791 | 62,116 | 139,000 | 139,000 | 94,416 | 95,000 | 95,000 | (44,000) | -31.7% |
| | Transfer In-Utility Taxes | 182,853 | 285,900 | 310,300 | 310,300 | 310,300 | 376,366 | 437,606 | 66,066 | 21.3% |
| | Interest Earnings/Contrib/Other Misc | 19,094 | 69,438 | 12,000 | 33,000 | 96,445 | 66,000 | 66,000 | 33,000 | 100.0% |
| | **Total Operating Revenues** | **$ 1,707,005** | **$ 1,894,947** | **$ 1,895,300** | **$ 1,916,300** | **$ 1,997,565** | **$ 2,113,085** | **$ 2,182,005** | **$ 196,785** | **10.3%** |
| | | | | | | | | | | |
| | EXPENDITURES | | | | | | | | | |
| | Administrative Services | 398,338 | 399,202 | 418,655 | 421,125 | 418,132 | 428,782 | 444,867 | 7,657 | 1.8% |
| | Development Services | 520,842 | 501,231 | 520,946 | 527,609 | 526,585 | 526,131 | 553,067 | (1,478) | -0.3% |
| | Traffic Services | 1,319,273 | 1,257,235 | 1,358,078 | 1,363,224 | 1,361,657 | 1,592,271 | 1,633,565 | 229,047 | 16.8% |
| | Street Systems | 1,268,980 | 1,269,818 | 1,487,330 | 1,508,503 | 1,446,265 | 1,597,943 | 1,678,148 | 89,439 | 5.9% |
| | Emergency Management | - | - | 7,000 | 118,000 | 126,072 | 142,751 | 152,706 | 24,751 | 21.0% |
| | **Total Operating Expenditures** | **$ 3,507,432** | **$ 3,427,486** | **$ 3,792,010** | **$ 3,938,462** | **$ 3,878,712** | **$ 4,298,758** | **$ 4,474,113** | **$ 360,296** | **9.1%** |
| | | | | | | | | | | |
| | **Oper Rev Over/(Under) Exp** | **$ (1,800,427)** | **$ (1,532,540)** | **$ (1,896,710)** | **$ (2,022,162)** | **$ (1,881,147)** | **$ (2,185,673)** | **$ (2,292,108)** | **$ (163,511)** | **8.1%** |
| | | | | | | | | | | |
| | OTHER FINANCING SOURCES | | | | | | | | | |
| | Transfer In - General Fund | 1,912,754 | 1,707,671 | 1,912,960 | 2,085,212 | 2,053,197 | 2,186,519 | 2,295,813 | 101,308 | 4.9% |
| | Transfer In - 1-Time | 2,770 | - | - | - | - | 90,020 | - | 90,020 | n/a |
| | Project Specific Revenue | 65,404 | 132,848 | - | 17,461 | 17,461 | - | - | (17,461) | -100.0% |
| | **Total Other Financing Sources** | **$ 1,980,929** | **$ 1,840,518** | **$ 1,912,960** | **$ 2,102,673** | **$ 2,070,658** | **$ 2,276,539** | **$ 2,295,813** | **$ 173,867** | **8.3%** |
| | | | | | | | | | | |
| | OTHER FINANCING USES | | | | | | | | | |
| | Administrative Services | 12,593 | 82,427 | - | - | - | 140 | 613 | 140 | n/a |
| | Development Services | - | - | - | - | - | 203 | 892 | 203 | n/a |
| | Traffic Services | 94,656 | 48,724 | - | 32,411 | 141,411 | 13,234 | 932 | (19,177) | -59.2% |
| | Street Systems | 45,177 | 54,364 | 16,250 | 46,250 | 46,250 | 289 | 1,268 | (45,961) | -99.4% |
| | Expedited Plan Review Fees | - | - | - | - | - | - | - | - | n/a |
| | Commute Trip Reduction-Grant Funded | 28,076 | 31,448 | - | 17,461 | 17,461 | - | - | (17,461) | -100.0% |
| | Emergency Management | - | - | - | 75,404 | 75,404 | 77,000 | - | 1,596 | 2.1% |
| | **Total Other Financing Uses** | **$ 180,502** | **$ 216,964** | **$ 16,250** | **$ 171,526** | **$ 280,526** | **$ 90,866** | **$ 3,705** | **$ (80,660)** | **-47.0%** |
| | | | | | | | | | | |
| | **Total Revenues and Other Sources** | **$ 3,687,934** | **$ 3,735,465** | **$ 3,808,260** | **$ 4,018,973** | **$ 4,068,223** | **$ 4,389,624** | **$ 4,477,818** | **$ 370,652** | **9.2%** |
| | **Total Expenditures and Other Uses** | **$ 3,687,934** | **$ 3,644,450** | **$ 3,808,260** | **$ 4,109,988** | **$ 4,159,238** | **$ 4,389,624** | **$ 4,477,818** | **$ 279,636** | **6.8%** |
| | | | | | | | | | | |
| | **Beginning Fund Balance, 1/1** | **$ 100,000** | **$ 100,000** | **$ 100,000** | **$ 191,015** | **$ 191,015** | **$ 100,000** | **$ 100,000** | **$ (91,015)** | **-47.6%** |
| | **Total Ending Fund Balance, 12/31** | **$ 100,000** | **$ 191,015** | **$ 100,000** | **$ 100,000** | **$ 100,000** | **$ 100,000** | **$ 100,000** | **$ 1** | **0.0%** |

# 101: STREET FUND

## Expenditures by Object Summary:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| *Expenditure Summary:* | | | | | | | | | | |
| 110 | Salaries & Wages | $ 1,332,400 | $ 1,213,185 | $ 1,279,825 | $ 1,351,825 | $ 1,351,825 | $ 1,464,133 | $ 1,513,422 | $ 112,308 | 8.3% |
| 111/1 | Temporary Help | 59,699 | 55,337 | 57,940 | 57,940 | 57,940 | 64,340 | 64,340 | 6,400 | 11.0% |
| 120 | Overtime | 28,671 | 19,135 | 17,749 | 17,749 | 17,749 | 17,749 | 17,749 | - | 0.0% |
| 200 | Benefits | 396,124 | 422,737 | 479,107 | 511,260 | 511,260 | 552,741 | 613,759 | 41,481 | 8.1% |
| 310 | Supplies | 13,881 | 16,071 | 24,542 | 24,542 | 24,542 | 25,142 | 25,142 | 600 | 2.4% |
| 36X | Mtc Supplies | 37,212 | 39,536 | 52,300 | 52,300 | 52,300 | 52,300 | 52,300 | - | 0.0% |
| 3XX | Other Opr Supplies | 12,224 | 13,991 | 15,703 | 15,703 | 15,703 | 18,703 | 18,703 | 3,000 | 19.1% |
| 410 | Professional Srvs | (12,029) | 36,721 | 22,645 | 43,645 | 43,645 | 81,645 | 81,645 | 38,000 | 87.1% |
| 43X | Travel & Training | 14,436 | 8,504 | 19,472 | 19,472 | 19,472 | 21,432 | 21,432 | 1,960 | 10.1% |
| 47/42X | Util & Comm | 289,956 | 303,450 | 420,925 | 420,925 | 415,925 | 458,530 | 470,530 | 37,605 | 8.9% |
| 48X | Repairs & Mtc | 278,450 | 325,435 | 387,854 | 383,228 | 343,228 | 420,478 | 458,478 | 37,250 | 9.7% |
| 497 | Association Dues | 1,958 | 3,132 | 3,492 | 3,492 | 3,492 | 3,942 | 3,942 | 450 | 12.9% |
| 4XX | Other Misc Exp | 9,610 | 5,175 | 27,000 | 27,000 | 17,000 | 27,000 | 27,000 | - | 0.0% |
| 51/3X | Intgvtl Srvs/Taxes | 500,202 | 420,645 | 401,336 | 401,336 | 401,336 | 454,276 | 460,756 | 52,940 | 13.2% |
| 600 | Capital Outlays | 1,148 | 11,897 | 8,800 | 8,800 | 8,800 | 17,600 | 17,600 | 8,800 | 100.0% |
| 914/22 | DP/GAC M&O | 44,439 | 44,003 | 51,110 | 51,947 | 58,287 | 55,478 | 56,979 | 3,531 | 6.8% |
| 918 | GIS M&O | 26,278 | 30,067 | 38,675 | 38,675 | 38,650 | 46,425 | 48,903 | 7,750 | 20.0% |
| 920 | Tel M&O | 39,266 | 34,735 | 41,498 | 41,498 | 41,111 | 42,532 | 43,598 | 1,034 | 2.5% |
| 950 | Bldg M&O | 41,632 | 26,409 | 22,995 | 29,170 | 29,170 | 29,366 | 29,579 | 196 | 0.7% |
| 954 | Fleet | 89,478 | 91,506 | 93,401 | 109,848 | 111,139 | 111,403 | 111,717 | 1,555 | 1.4% |
| 960 | Risk | 20,589 | 11,099 | 21,060 | 24,363 | 25,015 | 25,461 | 25,461 | 1,098 | 4.5% |
| 990 | Mail | 9,494 | 9,712 | 11,056 | 11,056 | 11,422 | 11,822 | 11,822 | 766 | 6.9% |
| 94X | Capital Contributions | 1,595 | - | 837 | - | - | - | - | - | n/a |
| 900 | Replacement Reserves | 120,817 | 135,103 | 142,786 | 142,786 | 129,799 | 141,863 | 140,226 | (923) | -0.6% |
| 900 | Interfund Svc Pmts | 149,901 | 149,901 | 149,901 | 149,901 | 149,901 | 154,398 | 159,030 | 4,497 | 3.0% |
| *Total Opr Expend* | | $ 3,507,432 | $ 3,427,486 | $ 3,792,010 | $ 3,938,462 | $ 3,878,712 | $ 4,298,759 | $ 4,474,113 | $ 360,298 | 9.1% |
| *Capital & One-Time Funding:* | | | | | | | | | | |
| 31X | Supplies | 297 | - | - | - | - | - | - | - | n/a |
| 3XX | Other Opr Supplies | - | 3,410 | - | 3,260 | 3,260 | 300 | - | (2,960) | -90.8% |
| 41X | Professional Srvs | 34,648 | 14,949 | - | 105,216 | 214,216 | - | - | (105,216) | -100.0% |
| 47/42X | Util & Comm | - | 18,336 | - | 4,000 | 4,000 | - | - | (4,000) | -100.0% |
| 4XX | Other Misc Exp | 39,362 | 4,325 | 16,250 | 20,250 | 20,250 | - | - | (20,250) | -100.0% |
| 51/3X | Intgvtl/Interfund Transfers | 25,276 | 35,487 | - | 30,000 | 30,000 | 5,000 | - | (25,000) | -83.3% |
| 552 | Interfund Contributions | - | 2,210 | - | - | - | - | - | - | n/a |
| 561 | Resid Equity Trsfr | 22,742 | 50,000 | - | - | - | - | - | - | n/a |
| 600 | Capital Outlays | 58,188 | 88,247 | - | 8,800 | 8,800 | 77,000 | - | 68,200 | 775.0% |
| 900 | Interfund Svc Pmts | (11) | - | - | - | - | 8,565 | 3,705 | 8,565 | n/a |
| | *Total One-Time Exp* | $ 180,502 | $ 216,964 | $ 16,250 | $ 171,526 | $ 280,526 | $ 90,865 | $ 3,705 | $ (80,661) | -47.0% |
| | *Total Expenditures* | $ 3,687,934 | $ 3,644,450 | $ 3,808,260 | $ 4,109,988 | $ 4,159,238 | $ 4,389,624 | $ 4,477,818 | $ 279,637 | 6.8% |

# 102: ARTERIAL STREET FUND

## Purpose/Description:

The Arterial Street Fund was established by state law to account for the use of state-shared fuel tax revenues dedicated for this purpose. Approximately 32% of the City's fuel tax revenue is allocated in this Fund (the balance is deposited in the Street Fund). It is earmarked for arterial street improvement projects such as construction, street improvements, chip sealing, seal coating and repair of arterial highways and City streets or for the payment of any municipal indebtedness which may be incurred for the above noted expenditures related to arterial highways and City streets. The money cannot be used for operating expenditures.

## Sources and Uses:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| | REVENUES | | | | | | | | | |
| | Motor Fuel Tax | $ 545,039 | $ 555,935 | $ 608,894 | $ 608,894 | $ 608,894 | $ 550,000 | $ 550,000 | $ (58,894) | -9.7% |
| | Mitigation Fees | 84,750 | 67,111 | - | - | - | 84,000 | 84,000 | 84,000 | n/a |
| | Interest Earnings/Other | 2,454 | 13,434 | 3,000 | 3,000 | 3,000 | 5,000 | 5,000 | 2,000 | 66.7% |
| | **Total Operating Revenues** | **$ 632,243** | **$ 636,480** | **$ 611,894** | **$ 611,894** | **$ 611,894** | **$ 639,000** | **$ 639,000** | **$ 27,106** | **4.4%** |
| | | | | | | | | | | |
| | **Oper Rev Over/(Under) Exp** | **$ 632,243** | **$ 636,480** | **$ 611,894** | **$ 611,894** | **$ 611,894** | **$ 639,000** | **$ 639,000** | **$ 27,106** | **4.4%** |
| | | | | | | | | | | |
| | OTHER FINANCING SOURCES | | | | | | | | | |
| | Transfer In - Utility Tax Fund | 1,193,804 | 890,626 | 890,625 | 890,625 | 890,625 | 1,400,000 | 1,400,000 | 509,375 | 57.2% |
| | **Total Other Financing Sources** | **$ 1,193,804** | **$ 890,626** | **$ 890,625** | **$ 890,625** | **$ 890,625** | **$ 1,400,000** | **$ 1,400,000** | **$ 509,375** | **57.2%** |
| | | | | | | | | | | |
| | OTHER FINANCING USES | | | | | | | | | |
| | Direct Cost of Personnel | 129,606 | 142,368 | 156,296 | 156,296 | 156,296 | 161,954 | 169,466 | 5,658 | 3.6% |
| | Administrative Fee | 72,062 | 73,229 | 74,318 | 74,318 | 74,318 | 75,804 | 77,320 | 1,486 | 2.0% |
| | Street Resurfacing/Emergencies | 983,097 | 1,280,268 | 1,271,905 | 1,369,178 | 1,369,178 | 1,786,136 | 1,777,108 | 416,958 | 30.5% |
| | Transfer Out - Street/CIP Fund | 1,059,000 | - | - | - | - | - | - | - | n/a |
| | **Total Other Financing Uses** | **$ 2,243,765** | **$ 1,495,865** | **$ 1,502,519** | **$ 1,599,792** | **$ 1,599,792** | **$ 2,023,894** | **$ 2,023,894** | **$ 424,102** | **26.5%** |
| | | | | | | | | | | |
| | **Total Revenues and Other Sources** | **$ 1,826,047** | **$ 1,527,106** | **$ 1,502,519** | **$ 1,502,519** | **$ 1,502,519** | **$ 2,039,000** | **$ 2,039,000** | **$ 536,481** | **35.7%** |
| | **Total Expenditures and Other Uses** | **$ 2,243,765** | **$ 1,495,865** | **$ 1,502,519** | **$ 1,599,792** | **$ 1,599,792** | **$ 2,023,894** | **$ 2,023,894** | **$ 424,102** | **26.5%** |
| | | | | | | | | | | |
| | **Beginning Fund Balance, 1/1** | **$ 483,749** | **$ 66,032** | **$ -** | **$ 97,273** | **$ 97,273** | **$ 0** | **$ 15,106** | **$ (97,273)** | **-100.0%** |
| | **Ending Fund Balance, 12/31** | **$ 66,032** | **$ 97,273** | **$ -** | **$ 0** | **$ 0** | **$ 15,106** | **$ 30,212** | **$ 15,106** | **n/a** |

## Expenditures by Object Summary:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| *Capital & One-Time Funding:* | | | | | | - | | | | |
| 110 | Salaries & Wages | $ 109,346 | $ 116,584 | $ 124,676 | $ 124,676 | $ 124,676 | $ 130,334 | $ 137,846 | $ 5,658 | 5% |
| 111/1 | Temporary Help | 17,893 | 21,905 | 31,620 | 31,620 | 31,620 | 31,620 | 31,620 | - | 0% |
| 120 | Overtime | - | 840 | - | - | - | - | - | - | n/a |
| 200 | Benefits | 2,367 | 3,039 | - | - | - | - | - | - | n/a |
| 41X | Professional Services | 19,540 | 21,597 | - | - | - | - | - | - | n/a |
| 4XX | Other Misc Exp | 1,781 | 1,908 | - | - | - | - | - | - | n/a |
| 51/3X | Intgvtl Srvs/Taxes | 956 | 3,107 | - | - | - | - | - | - | n/a |
| 552 | Interfund Contributions | 1,059,000 | - | - | - | - | - | - | - | n/a |
| 600 | Capital Outlays | 960,820 | 1,253,656 | 1,271,906 | 1,369,178 | 1,369,178 | 1,786,136 | 1,777,108 | 416,958 | 31% |
| 900 | Interfund Svc Pmts | 72,062 | 73,229 | 74,318 | 74,318 | 74,318 | 75,804 | 77,320 | 1,486 | 2% |
| *Total One-Time Exp* | | $ 2,243,765 | $ 1,495,866 | $ 1,502,520 | $ 1,599,792 | $ 1,599,792 | $ 2,023,894 | $ 2,023,894 | $ 424,102 | 27% |
| | *Total Expenditues* | $ 2,243,765 | $ 1,495,866 | $ 1,502,520 | $ 1,599,792 | $ 1,599,792 | $ 2,023,894 | $ 2,023,894 | $ 424,102 | 26.5% |

# 103: UTILITY TAX FUND

## Purpose/Description:

The Utility Tax Fund was established to account for all utility tax receipts. These receipts will subsequently be distributed to various funds expenditure as determined by the City Council.

## Sources and Uses:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| | REVENUES & OTHER SOURCES | | | | | | | | | |
| | Utility Taxes | $ 7,557,724 | $ 8,326,951 | $ 7,636,498 | $ 8,407,499 | $ 8,574,300 | $ 10,851,287 | $ 11,745,069 | $ 2,443,788 | 29.1% |
| | Interest Earnings | 3,690 | 19,599 | 3,000 | 3,000 | 50,000 | 50,000 | 50,000 | 47,000 | 1566.7% |
| | **Total Revenues & Other Sources** | **$ 7,561,414** | **$ 8,346,550** | **$ 7,639,498** | **$ 8,410,499** | **$ 8,624,300** | **$ 10,901,287** | **$ 11,795,069** | **$ 2,490,788** | **29.6%** |
| | | | | | | | | | | |
| | EXPENDITURES & OTHER USES | | | | | | | | | |
| | Transfers Out: | | | | | | | | | |
| | General Fund - Celebration Park | 231,843 | 238,798 | 245,962 | 245,962 | 245,962 | 255,800 | 266,000 | 9,838 | 4.0% |
| | General Fund - KJP/Comm Center | 283,910 | 314,000 | 319,000 | 319,000 | 319,000 | - | - | (319,000) | -100.0% |
| | General Fund - Arts & Comm Events | - | 93,750 | 93,750 | 93,750 | 93,750 | 106,000 | 108,000 | 12,250 | 13.1% |
| | General Fund - Public Safety | - | 625,000 | 625,000 | 625,000 | 625,000 | 700,000 | 728,000 | 75,000 | 12.0% |
| | General Fund - Camp Kilworth | - | - | - | 50,000 | 50,000 | 106,000 | 110,000 | 56,000 | 112.0% |
| | General Fund - Operations | - | - | - | - | - | 1,238,728 | 1,761,946 | 1,238,728 | n/a |
| | General Fund - Voter Package | - | - | - | - | - | 1,837,500 | 2,548,000 | 1,837,500 | n/a |
| | General Fund - New Parks M&O | - | - | - | - | - | 59,000 | 62,000 | 59,000 | n/a |
| | Comm Center Oper Fund-KJP/Comm Ctr | - | - | - | - | - | 492,923 | 528,348 | 492,923 | n/a |
| | Parks CIP - Camp Kilworth | - | - | - | 300,000 | 300,000 | - | - | (300,000) | -100.0% |
| | Debt Service Fund - Comm Center | 872,267 | 920,000 | 913,595 | 913,595 | 913,595 | 917,183 | 913,333 | 3,588 | 0.4% |
| | Debt Service Fund - 95/96/97 GO Bond | 4,350,659 | 3,282,630 | 2,972,266 | 2,972,266 | 2,972,266 | 430,300 | 430,300 | (2,541,966) | -85.5% |
| | Debt Service Fund - NCH Mortgage Payoff | - | - | - | - | - | 1,100,000 | - | 1,100,000 | n/a |
| | Street Fund - Operations | 182,853 | 285,900 | 310,300 | 310,300 | 310,300 | 376,366 | 437,606 | 66,066 | 21.3% |
| | Arterial Street Overlay | 1,193,804 | 890,625 | 890,625 | 890,625 | 890,625 | 1,400,000 | 1,400,000 | 509,375 | 57.2% |
| | Transportation CIP/Pay-as-You-Go | - | 890,625 | 890,625 | 890,625 | 890,625 | 1,400,000 | 1,400,000 | 509,375 | 57.2% |
| | Downtown Redevelopment CIP | - | 700,000 | - | 421,000 | 421,000 | 500,000 | 500,000 | 79,000 | 18.8% |
| | Knutzen Theatre Operations | 100,000 | 118,869 | 100,000 | 121,840 | 121,840 | 125,495 | 129,260 | 3,655 | 3.0% |
| | Cash Administration Fees | 53,561 | 54,429 | 55,237 | 55,237 | 55,237 | 57,449 | 59,747 | 2,212 | 4.0% |
| | **Total Expenditures & Other Uses** | **$ 7,268,897** | **$ 8,414,626** | **$ 7,416,360** | **$ 8,209,200** | **$ 8,209,200** | **$ 11,102,744** | **$ 11,382,540** | **$ 2,893,544** | **35.2%** |
| | | | | | | | | | | |
| | **Rev Over/(Under) Exp** | **$ 292,517** | **$ (68,076)** | **$ 223,138** | **$ 201,299** | **$ 415,100** | **$ (201,457)** | **$ 412,529** | **$ (402,756)** | **-200.1%** |
| | | | | | | | | | | |
| | **Total Revenues and Other Sources** | **$ 7,561,414** | **$ 8,346,550** | **$ 7,639,498** | **$ 8,410,499** | **$ 8,624,300** | **$ 10,901,287** | **$ 11,795,069** | **$ 2,490,788** | **29.6%** |
| | **Total Expenditures and Other Uses** | **$ 7,268,897** | **$ 8,414,626** | **$ 7,416,360** | **$ 8,209,200** | **$ 8,209,200** | **$ 11,102,744** | **$ 11,382,540** | **$ 2,893,544** | **35.2%** |
| | | | | | | | | | | |
| | **Beginning Fund Balance, 1/1** | **$ 803,062** | **$ 1,095,578** | **$ 746,259** | **$ 1,027,502** | **$ 1,027,502** | **$ 1,442,602** | **$ 1,241,145** | **$ 415,100** | **40.4%** |
| | **Total Ending Fund Balance, 12/31** | **$ 1,095,579** | **$ 1,027,502** | **$ 969,397** | **$ 1,228,801** | **$ 1,442,602** | **$ 1,241,145** | **$ 1,653,674** | **$ 12,344** | **1.0%** |

## Expenditures by Object Summary:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| 552 | Interfund Contributions | $ 7,215,336 | $ 8,360,197 | $ 7,361,123 | $ 8,153,963 | $ 8,153,963 | $ 11,045,295 | $ 11,322,793 | $ 2,891,332 | 35.5% |
| 900 | Interfund Svc Pmts | 53,561 | 54,429 | 55,237 | 55,237 | 55,237 | 57,449 | 59,747 | 2,212 | 4.0% |
| | *Total Expenditues* | $ 7,268,897 | $ 8,414,626 | $ 7,416,360 | $ 8,209,200 | $ 8,209,200 | $ 11,102,744 | $ 11,382,540 | $ 2,893,544 | 35.2% |

# 106: SOLID WASTE AND RECYCLING FUND

## Purpose/Description:

The Solid Waste/Recycling Fund was established to account for the special refuse collection fees used to manage the Solid Waste and Recycling program. The program provides the services necessary to collect, dispose and/or market solid waste and recyclables in a convenient, consistent, cost effective and customer responsive manner. Major revenue sources of this fund include: refuse collection fees; interest earnings; and various Solid Waste/Recycling grants. Major expenditure services include: litter control; community outreach; commercial outreach; and educate businesses and residents on recycling practices, composting, yard waste disposal, and waste reduction.

The following tables present a sources and uses summary and an expenditure by object summary of the Solid Waste & Recycling Fund.

## Sources and Uses:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| | **REVENUES** | | | | | | | | | |
| | Refuse Collection Fees | $ 165,289 | $ 165,950 | $ 170,217 | $ 170,217 | $ 170,217 | $ 242,850 | $ 242,850 | $ 72,633 | 42.7% |
| | CPG and Other Grants | 85,625 | 170,957 | 133,000 | 123,280 | 123,280 | 138,000 | 138,000 | 14,720 | 11.9% |
| | Interest Earnings | 1,489 | 1,807 | - | - | - | - | - | - | n/a |
| | **Total Operating Revenues** | **$ 252,403** | **$ 338,715** | **$ 303,217** | **$ 293,497** | **$ 293,497** | **$ 380,850** | **$ 380,850** | **$ 87,353** | **29.8%** |
| | | | | | | | | | | |
| | **EXPENDITURES** | | | | | | | | | |
| | Administration Expenditures | 226,060 | 221,876 | 242,313 | 242,850 | 242,699 | 264,833 | 269,804 | 21,984 | 9.1% |
| | CPG and Other Grants Expenditures | 63,978 | 100,276 | 107,000 | 97,280 | 97,280 | 100,057 | 100,256 | 2,777 | 2.6% |
| | **Total Operating Expenditures** | **$ 290,037** | **$ 322,152** | **$ 349,313** | **$ 340,130** | **$ 339,979** | **$ 364,890** | **$ 370,060** | **$ 24,761** | **7.3%** |
| | | | | | | | | | | |
| | **Oper Rev Over/(Under) Exp** | **$ (37,634)** | **$ 16,563** | **$ (46,096)** | **$ (46,633)** | **$ (46,482)** | **$ 15,960** | **$ 10,790** | **$ 62,592** | **-134.2%** |
| | | | | | | | | | | |
| | **Total Revenues & Other Sources** | **$ 252,403** | **$ 338,715** | **$ 303,217** | **$ 293,497** | **$ 293,497** | **$ 380,850** | **$ 380,850** | **$ 87,353** | **29.8%** |
| | **Total Expenditures & Other Uses** | **$ 290,037** | **$ 322,152** | **$ 349,313** | **$ 340,130** | **$ 339,979** | **$ 364,890** | **$ 370,060** | **$ 24,761** | **7.3%** |
| | | | | | | | | | | |
| | **Beginning Fund Balance, 1/1** | **$ 142,776** | **$ 105,142** | **$ 50,100** | **$ 121,705** | **$ 121,705** | **$ 75,223** | **$ 91,183** | **$ (46,482)** | **-38.2%** |
| | **Ending Fund Balance, 12/31** | **$ 105,142** | **$ 121,705** | **$ 4,004** | **$ 75,072** | **$ 75,223** | **$ 91,183** | **$ 101,973** | **$ 16,110** | **21.5%** |

## Expenditures by Object Summary:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Expenditure Summary:*** | | | | | | | | | | |
| 110 | Salaries & Wages | $ 95,307 | $ 99,772 | $ 107,322 | $ 107,323 | $ 107,323 | $ 108,888 | $ 112,147 | $ 1,565 | 1.5% |
| 200 | Benefits | 26,124 | 28,957 | 31,706 | 31,706 | 31,706 | 33,159 | 34,477 | 1,453 | 4.6% |
| 31X | Office Supplies | 3,204 | 4,004 | 4,000 | 4,000 | 4,000 | 4,075 | 4,075 | 75 | 1.9% |
| 41X | Professional Srvs | 1,272 | 2,958 | 6,474 | 6,474 | 6,474 | 6,474 | 6,474 | - | 0.0% |
| 43X | Travel & Training | 1,073 | 1,007 | 1,845 | 1,845 | 1,845 | 1,845 | 1,845 | - | 0.0% |
| 47/42X | Util & Comm | 4,354 | 4,102 | 4,300 | 4,300 | 4,300 | 4,300 | 4,300 | - | 0.0% |
| 48X | Repairs & Mtc | 48,755 | 36,104 | 35,250 | 35,250 | 35,250 | 53,500 | 53,500 | 18,250 | 51.8% |
| 497 | Association Dues | 465 | 465 | 500 | 500 | 500 | 500 | 500 | - | 0.0% |
| 4XX | Other Misc Exp | 350 | 256 | 4,000 | 4,000 | 4,000 | 4,000 | 4,000 | - | 0.0% |
| 914 | DP/GAC M&O | 3,050 | 3,039 | 3,508 | 3,587 | 3,543 | 3,614 | 3,717 | 27 | 0.8% |
| 918 | GIS M&O | 1,176 | 1,346 | 1,731 | 1,731 | 1,730 | 2,079 | 2,189 | 348 | 20.1% |
| 920 | Tel M&O | 3,851 | 3,406 | 4,070 | 4,070 | 4,032 | 4,089 | 4,194 | 19 | 0.5% |
| 950 | Bldg M&O | 2,133 | 1,356 | 1,192 | 1,509 | 1,509 | 1,597 | 1,603 | 88 | 5.8% |
| 960 | Risk | 1,362 | 735 | 1,394 | 1,613 | 1,610 | 1,594 | 1,594 | (19) | -1.2% |
| 990 | Mail | 1,031 | 1,054 | 1,200 | 1,200 | 1,196 | 1,196 | 1,196 | (4) | -0.3% |
| 94X | Capital Contributions | 116 | - | 79 | - | - | - | - | - | n/a |
| 900 | Replacement Reserves | 1,889 | 2,332 | 2,298 | 2,298 | 2,237 | 2,453 | 2,205 | 155 | 6.7% |
| 900 | Interfund Svc Pmts | 30,548 | 30,983 | 31,443 | 31,443 | 31,443 | 31,470 | 31,787 | 27 | 0.1% |
| ***Total Opr Expend*** | | $ 226,060 | $ 221,876 | $ 242,313 | $ 242,850 | $ 242,699 | $ 264,833 | $ 269,804 | $ 21,984 | 9.1% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 110 | Salaries & Wages | 508 | 1,564 | - | - | - | - | - | - | n/a |
| 200 | Benefits | 55 | 187 | - | - | - | - | - | - | n/a |
| 3XX | Other Opr Supplies | 3,476 | 6,986 | - | - | - | - | - | - | n/a |
| 41X | Professional Services | 48,284 | 73,633 | 107,000 | 97,280 | 97,280 | 100,000 | 100,000 | 2,720 | 2.8% |
| 4XX | Other Misc Exp | 11,654 | 17,906 | - | - | - | - | - | - | n/a |
| 900 | Interfund Service Payments | - | - | - | - | - | 57 | 256 | 57 | n/a |
| | ***Total One-Time Exp*** | $ 63,978 | $ 100,276 | $ 107,000 | $ 97,280 | $ 97,280 | $ 100,057 | $ 100,256 | $ 2,777 | 2.9% |
| | ***Total Expenditures*** | $ 290,037 | $ 322,152 | $ 349,313 | $ 340,130 | $ 339,979 | $ 364,890 | $ 370,060 | $ 24,761 | 7.3% |

# 107: SPECIAL CONTRACTS/STUDIES FUND

## Purpose/Description:

The Special Contracts/Studies Fund accounts for receipts and disbursements related to special contracts, and special projects where completion will extend beyond the calendar year and which management places in this Fund. Revenues supporting these projects will be comprised of transfers from other funds or those specified by the City Council.

In an effort to reduce the number of city operating funds, this fund will be closed once current projects are completed. Future special contracts and studies will be funded in an operating fund.

## Sources and Uses:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Proposed | 2008 Proposed | 07 Prop - 06 Adj $ Chg | 07 Prop - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| | **REVENUES & OTHER SOURCES** | | | | | | | | | |
| | Franchise Fees | $ 5,000 | $ - | $ - | $ - | $ - | $ - | $ - | $ - | n/a |
| | Interest Earnings | 408 | 527 | - | - | - | - | - | - | n/a |
| | **Total Revenues & Other Sources** | **$ 5,408** | **$ 527** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **n/a** |
| | | | | | | | | | | |
| | **EXPENDITURES & OTHER USES** | | | | | | | | | |
| 31X | Food and Beverage | - | 413 | - | - | - | - | - | - | n/a |
| 3XX | Other Opr Supplies | - | 2,676 | - | - | - | - | - | - | n/a |
| 41X | Professional Services | - | - | - | 4,156 | 4,156 | - | - | (4,156) | -100.0% |
| 600 | Capital Outlays | (22) | 28,435 | - | - | - | - | - | - | n/a |
| | **Total Expenditures & Other Uses** | **$ (22)** | **$ 31,524** | **$ -** | **$ 4,156** | **$ 4,156** | **$ -** | **$ -** | **$ (4,156)** | **-100.0%** |
| | | | | | | | | | | |
| | **Rev Over/(Under) Exp** | **$ 5,430** | **$ (30,997)** | **$ -** | **$ (4,156)** | **$ (4,156)** | **$ -** | **$ -** | **$ 4,156** | **-100.0%** |
| | | | | | | | | | | |
| | **Total Revenues & Other Sources** | **$ 5,408** | **$ 527** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **n/a** |
| | **Total Expenditures & Other Uses** | **$ (22)** | **$ 31,524** | **$ -** | **$ 4,156** | **$ 4,156** | **$ -** | **$ -** | **$ (4,156)** | **-100.0%** |
| | | | | | | | | | | |
| | **Beginning Fund Balance, 1/1** | **$ 29,723** | **$ 35,153** | **$ 5,289** | **$ 4,156** | **$ 4,156** | **$ 0** | **$ 0** | **$ (4,156)** | **-100.0%** |
| | **Total Ending Fund Balance, 12/31** | **$ 35,153** | **$ 4,156** | **$ 5,289** | **$ 0** | **$ 0** | **$ 0** | **$ 0** | **$ -** | **n/a** |

## Expenditures by Project Summary:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Proposed | 2008 Proposed | 07 Prop - 06 Adj $ Chg | 07 Prop - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| *Expenditure Summary:* | | | | | | | | | | |
| 310 | Supplies | - | 413 | - | - | - | - | - | - | n/a |
| 3XX | Other Opr Supplies | - | 2,676 | - | - | - | - | - | - | n/a |
| 410 | Professional Srvs | - | - | - | 4,156 | 4,156 | - | - | (4,156) | -100.0% |
| 600 | Capital Outlays | (22) | 28,435 | - | - | - | - | - | - | n/a |
| *Total Opr Expend* | | $ (22) | $ 31,524 | $ - | $ 4,156 | $ 4,156 | $ - | $ - | $ (4,156) | -100.0% |
| | *Total Expenditures* | $ (22) | $ 31,524 | $ - | $ 4,156 | $ 4,156 | $ - | $ - | $ (4,156) | -100.0% |

# 109: HOTEL/MOTEL LODGING TAX FUND

**Purpose/Description:**

The Hotel/Motel Lodging Tax Fund was established to account for all lodging tax receipts and disbursements related to tourism promotion and acquisition and/or operation of tourism-related facilities.

The following tables present a sources and uses summary and an expenditure by object summary of the Hotel/Motel Lodging Tax Fund.

## Sources and Uses:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| | **REVENUES** | | | | | | | | | |
| | Lodging Tax | $ 142,030 | $ 158,117 | $ 150,000 | $ 150,000 | $ 150,000 | $ 182,100 | $ 187,353 | $ 32,100 | 21.4% |
| | Interest Earnings/Misc | 2,792 | 308,907 | - | - | - | - | - | - | n/a |
| | **Total Operating Revenues** | **$ 144,822** | **$ 467,024** | **$ 150,000** | **$ 150,000** | **$ 150,000** | **$ 182,100** | **$ 187,353** | **$ 32,100** | **21.4%** |
| | | | | | | | | | | |
| | **EXPENDITURES** | | | | | | | | | |
| | Tourism, Promotion & Marketing | 186,625 | 509,592 | 150,000 | 282,627 | 282,627 | 182,100 | 187,353 | $ (100,527) | -35.6% |
| | **Total Operating Expenditures** | **$ 186,625** | **$ 509,592** | **$ 150,000** | **$ 282,627** | **$ 282,627** | **$ 182,100** | **$ 187,353** | **$ (100,527)** | **-35.6%** |
| | | | | | | | | | | |
| | **Oper Rev Over/(Under) Exp** | **$ (41,803)** | **$ (42,568)** | **$ -** | **$ (132,627)** | **$ (132,627)** | **$ -** | **$ -** | **$ 132,627** | **-100.0%** |
| | | | | | | | | | | |
| | **Total Revenues & Other Sources** | **$ 144,822** | **$ 467,024** | **$ 150,000** | **$ 150,000** | **$ 150,000** | **$ 182,100** | **$ 187,353** | **$ 32,100** | **21.4%** |
| | **Total Expenditures & Other Uses** | **$ 186,625** | **$ 509,592** | **$ 150,000** | **$ 282,627** | **$ 282,627** | **$ 182,100** | **$ 187,353** | **$ (100,527)** | **-35.6%** |
| | | | | | | | | | | |
| | **Beginning Fund Balance, 1/1** | **$ 216,999** | **$ 175,196** | **$ -** | **$ 132,627** | **$ 132,627** | **$ 0** | **$ 0** | **$ (132,627)** | **-100.0%** |
| | **Total Ending Fund Balance, 12/31** | **$ 175,196** | **$ 132,627** | **$ -** | **$ 0** | **$ 0** | **$ 0** | **$ 0** | **$ -** | **0.0%** |

## Expenditures by Object Summary:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Expenditure Summary:*** | | | | | | | | | | |
| 900 | Intfund Svc Pmts | $ 13,000 | $ 15,000 | $ 15,000 | $ 15,000 | $ 15,000 | $ 18,000 | $ 18,000 | 3,000 | 20.0% |
| | ***Total Opr Expend*** | **$ 13,000** | **$ 15,000** | **$ 15,000** | **$ 15,000** | **$ 15,000** | **$ 18,000** | **$ 18,000** | **$ 3,000** | **20.0%** |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 111/1 | Temporary Help | 7,845 | 8,445 | - | - | - | - | - | - | n/a |
| 120 | Overtime | - | 225 | - | - | - | - | - | - | n/a |
| 200 | Benefits | 1,040 | 1,225 | - | - | - | - | - | - | n/a |
| 31X | Supplies | 160 | 103 | - | - | - | - | - | - | n/a |
| 41X | Professional Srvs | 163,893 | 434,117 | 135,000 | 267,627 | 267,627 | 164,100 | 169,353 | (103,527) | -38.7% |
| 4XX | Other Misc Exp | 687 | 50,477 | - | - | - | - | - | - | n/a |
| | ***Total One-Time Exp*** | **$ 173,625** | **$ 494,592** | **$ 135,000** | **$ 267,627** | **$ 267,627** | **$ 164,100** | **$ 169,353** | **$ (103,527)** | **-38.7%** |
| | ***Total Expenditures*** | **$ 186,625** | **$ 509,592** | **$ 150,000** | **$ 282,627** | **$ 282,627** | **$ 182,100** | **$ 187,353** | **$ (100,527)** | **-35.6%** |

# 110: TWO PERCENT FOR ARTS FUND

## Purpose/Description:

The 2% for Arts Fund was established for the purpose of providing funding for arts projects. Qualifying capital improvement projects shall include an amount of not less than 2% of the total project cost funded by City monies to be set aside for transfer to the 2% for Arts Fund. The funds are to be used to create a variety of cultural opportunities for its citizens and to enhance the cultural environment in the community by encouraging and promoting the creation and placement of art in public places and the incorporation of art into project design.

## Sources and Uses:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| | **REVENUES** | | | | | | | | | |
| | Interest Earnings | $ - | $ - | $ - | | $ - | $ - | $ - | $ - | n/a |
| | **Total Operating Revenues** | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | n/a |
| | | | | | | | | | | |
| | **EXPENDITURES** | | | | | | | | | |
| | Professional Services | 196,628 | 120,980 | - | 141,170 | 141,170 | - | - | (141,170) | -100.0% |
| | **Total Operating Expenditures** | $ 196,628 | $ 120,980 | $ - | $ 141,170 | $ 141,170 | $ - | $ - | $ (141,170) | -100.0% |
| | | | | | | | | | | |
| | **Oper Rev Over/(Under) Exp** | $ (196,628) | $ (120,980) | $ - | $ (141,170) | $ (141,170) | $ - | $ - | $ 141,170 | -100.0% |
| | | | | | | | | | | |
| | **OTHER FINANCING SOURCES** | | | | | | | | | |
| | Transfer In - CIP Parks | 449,068 | - | - | - | - | - | - | - | n/a |
| | **Total Other Financing Sources** | $ 449,068 | $ - | $ - | $ - | $ - | $ - | $ - | $ - | n/a |
| | | | | | | | | | | |
| | **Total Revenues & Other Sources** | $ 449,068 | $ - | $ - | $ - | $ - | $ - | $ - | $ (141,170) | n/a |
| | **Total Expenditures & Other Uses** | $ 196,628 | $ 120,980 | $ - | $ 141,170 | $ 141,170 | $ - | $ - | $ (141,170) | -100.0% |
| | | | | | | | | | | |
| | **Beginning Fund Balance, 1/1** | $ 9,710 | $ 262,150 | $ - | $ 141,170 | $ 141,170 | $ - | $ - | $ (141,170) | -100.0% |
| | **Total Ending Fund Balance, 12/31** | $ 262,150 | $ 141,170 | $ - | $ - | $ - | $ - | $ - | $ - | n/a |

# 111: COMMUNITY CENTER

## Purpose/Description:

The Community Center Fund was created to account for the operation of the new Community Center. This is special revenue fund supported by user fees and designated utility tax transfer. The facility opens first quarter of 2007 and includes existing recreation programs and Kenneth Jones Pool which were previously accounted for in the General fund.

## Sources and Uses:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| | REVENUES | | | | | | | | | |
| | Recreation Fees | $ - | $ - | $ - | $ - | $ - | $ 1,281,937 | $ 1,663,407 | $ 1,281,937 | n/a |
| | Transfer In-General Fund | - | - | - | - | - | 30,000 | - | 30,000 | n/a |
| | Transfer In-Utility Taxes | - | - | - | - | - | 492,923 | 528,348 | 492,923 | n/a |
| | **Total Operating Revenues** | $ - | $ - | $ - | $ - | $ - | $ 1,804,860 | $ 2,191,755 | $ 1,804,860 | n/a |
| | | | | | | | | | | |
| | EXPENDITURES | | | | | | | | | |
| | Program Expenditures | - | - | - | - | - | 1,681,288 | 1,901,761 | 1,681,288 | n/a |
| | **Total Operating Expenditures** | $ - | $ - | $ - | $ - | $ - | $ 1,681,288 | $ 1,901,761 | $ 1,681,288 | n/a |
| | | | | | | | | | | |
| | **Oper Rev Over/(Under) Exp** | $ - | $ - | $ - | $ - | $ - | $ 123,572 | $ 289,994 | $ 123,572 | n/a |
| | | | | | | | | | | |
| | OTHER FINANCING SOURCES | | | | | | | | | |
| | Transfer In - Capital Projects | - | - | - | - | 76,500 | 173,805 | - | 173,805 | n/a |
| | **Total Other Financing Sources** | $ - | $ - | $ - | $ - | $ 76,500 | $ 173,805 | $ - | $ 173,805 | n/a |
| | | | | | | | | | | |
| | OTHER FINANCING USES | | | | | | | | | |
| | Transition | - | - | - | - | 76,500 | 58,276 | - | 58,276 | n/a |
| | **Total Other Financing Uses** | $ - | $ - | $ - | $ - | $ 76,500 | $ 58,276 | $ - | $ 58,276 | n/a |
| | | | | | | | | | | |
| | **Total Revenues and Other Sources** | $ - | $ - | $ - | $ - | $ 76,500 | $ 1,978,665 | $ 2,191,755 | $ 1,978,665 | n/a |
| | **Total Expenditures and Other Uses** | $ - | $ - | $ - | $ - | $ 76,500 | $ 1,739,564 | $ 1,901,761 | $ 1,739,564 | n/a |
| | | | | | | | | | | |
| | **Beginning Fund Balance, 1/1** | $ - | $ - | $ - | $ - | $ - | $ - | $ 239,101 | $ - | n/a |
| | **Total Ending Fund Balance, 12/31** | $ - | $ - | $ - | $ - | $ - | $ 239,101 | $ 529,095 | $ 239,101 | n/a |

## Expenditures by Object Summary:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| *Expenditure Summary:* | | | | | | | | | | |
| 110 | Salaries & Wages | $ - | $ - | $ - | $ - | $ - | $ 474,421 | $ 511,524 | $ 474,421 | n/a |
| 111/1 | Temporary Help | - | - | - | - | - | 412,468 | 483,290 | 412,468 | n/a |
| 120 | Overtime | - | - | - | - | - | 3,000 | 3,200 | 3,000 | n/a |
| 200 | Benefits | - | - | - | - | - | 187,719 | 234,371 | 187,719 | n/a |
| 31X | Supplies | - | - | - | - | - | 93,989 | 101,254 | 93,989 | n/a |
| 3XX | Other Opr Supplies | - | - | - | - | - | 34,100 | 32,000 | 34,100 | n/a |
| 41X | Professional Srvs | - | - | - | - | - | 49,399 | 56,092 | 49,399 | n/a |
| 43X | Travel & Training | - | - | - | - | - | 6,950 | 8,999 | 6,950 | n/a |
| 42X/47 | Util & Comm | - | - | - | - | - | 214,439 | 228,000 | 214,439 | n/a |
| 48X | Repairs & Mtc | - | - | - | - | - | 41,250 | 53,000 | 41,250 | n/a |
| 497 | Association Dues | - | - | - | - | - | 1,425 | 1,500 | 1,425 | n/a |
| 4XX | Other Misc Exp | - | - | - | - | - | 34,950 | 45,000 | 34,950 | n/a |
| 51/3X | Intgvtl Srvs/Taxes | - | - | - | - | - | 1,875 | 2,000 | 1,875 | n/a |
| 600 | Capital Outlays | - | - | - | - | - | 20,625 | 22,000 | 20,625 | n/a |
| 914 | DP M&O | - | - | - | - | - | 28,803 | 31,034 | 28,803 | n/a |
| 918 | GIS M&O | - | - | - | - | - | 7,404 | 7,404 | 7,404 | n/a |
| 920 | Tel M&O | - | - | - | - | - | 15,674 | 17,708 | 15,674 | n/a |
| 954 | Fleet | - | - | - | - | - | 405 | 405 | 405 | n/a |
| 960 | Risk | - | - | - | - | - | 25,147 | 30,336 | 25,147 | n/a |
| 990 | Mail | - | - | - | - | - | 8,675 | 11,070 | 8,675 | n/a |
| 900 | Replacement Reserves | - | - | - | - | - | 18,570 | 21,574 | 18,570 | n/a |
| | ***Total Expenditures*** | $ - | $ - | $ - | $ - | $ - | $ 1,681,288 | $ 1,901,761 | $ 1,681,288 | n/a |
| *Capital & One-Time Funding:* | | | | | | | | | | |
| 31X | Supplies | - | - | - | - | - | 3,495 | - | 3,495 | n/a |
| 36X | Mtc Supplies | - | - | - | - | - | 100 | - | 100 | n/a |
| 3XX | Other Opr Supplies | - | - | - | - | - | 1,785 | - | 1,785 | n/a |
| 41X | Professional Srvs | - | - | - | - | 76,500 | 2,750 | - | 2,750 | n/a |
| 43X | Travel & Training | - | - | - | - | - | 470 | - | 470 | n/a |
| 42X/47 | Util & Comm | - | - | - | - | - | 34,538 | - | 34,538 | n/a |
| 48X | Repairs & Maint | - | - | - | - | - | 2,700 | - | 2,700 | n/a |
| 497 | Association Dues | - | - | - | - | - | 38 | - | 38 | n/a |
| 4XX | Other Misc Expense | - | - | - | - | - | 12,150 | - | 12,150 | n/a |
| 51/3X | Intgvtl Srvs/Taxes | - | - | - | - | - | 250 | - | 250 | n/a |
| | ***Total One-Time Exp*** | $ - | $ - | $ - | $ - | $ 76,500 | $ 58,276 | $ - | $ 58,276 | n/a |

# 119: COMMUNITY DEVELOPMENT BLOCK GRANT FUND

## Purpose/Description:

The Community Development Block Grant (CDBG) Fund accounts for the receipt and disbursement of federal pass- through grant revenue received through the Department of Housing and Urban Development (HUD), via the King County CDBG Consortium. CDBG projects and programs will be selected annually through a competitive application process. Applications are reviewed and prioritized by the Human Services Commission and the City Council. As per federal regulation, not more than 15% of the grant revenues may be allocated to direct service programs of the human service agencies. Also, not more than 20% may be used for City planning and administrative functions. The goals for use of these grant revenues is to develop viable urban communities by providing decent housing and a suitable living environment, and by expending economic opportunities, principally for low- and moderate-income persons.

## Sources and Uses:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Proposed | 2008 Proposed | 07 Prop - 06 Adj $ Chg | 07 Prop - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| | **REVENUES & OTHER SOURCES** | | | | | | | | | |
| | Federal Grant CDBG | $ 1,275,848 | $ 457,837 | $ 747,398 | $ 524,056 | $ 524,056 | $ 549,481 | $ 555,470 | $ 25,425 | 4.9% |
| | **Total Revenues & Other Sources** | **$ 1,275,848** | **$ 457,837** | **$ 747,398** | **$ 524,056** | **$ 524,056** | **$ 549,481** | **$ 555,470** | **$ 25,425** | **4.9%** |
| | | | | | | | | | | |
| | **EXPENDITURES & OTHER USES** | | | | | | | | | |
| 110 | Salaries & Wages | 50,102 | 52,419 | 57,104 | 57,104 | 57,104 | 61,816 | 64,944 | 4,712 | 8.3% |
| 111/1 | Temporary Help | 6,827 | - | 2,736 | 2,736 | 2,736 | 553 | 553 | (2,183) | -79.8% |
| 200 | Benefits | 13,357 | 13,825 | 16,180 | 16,180 | 16,180 | 18,343 | 21,204 | 2,163 | 13.4% |
| 310 | Supplies | 309 | 40 | 250 | 250 | 250 | 260 | 260 | 10 | 4.0% |
| 410 | Professional Srvs | 240,285 | 180,453 | 113,975 | 198,163 | 198,163 | 193,099 | 193,099 | (5,064) | -2.6% |
| 43X | Travel & Training | 1,428 | 262 | 3,500 | 3,500 | 3,500 | 1,750 | 1,750 | (1,750) | -50.0% |
| 497 | Association Dues | 25 | 75 | 50 | 50 | 50 | 100 | 100 | 50 | 100.0% |
| 4XX | Other Misc Exp | 1,061 | 595 | 1,450 | 1,450 | 1,450 | 1,200 | 1,200 | (250) | -17.2% |
| 552 | Interfund Contributions | 142,894 | 216,540 | - | 73,920 | 73,920 | - | - | (73,920) | -100.0% |
| 600 | Capital Outlays | 753,185 | - | 552,153 | 240,503 | 240,503 | 272,360 | 272,360 | 31,857 | 13.2% |
| | **Total Expenditures & Other Uses** | **$ 1,209,471** | **$ 464,209** | **$ 747,398** | **$ 593,856** | **$ 593,856** | **$ 549,481** | **$ 555,470** | **$ (44,375)** | **-7.5%** |
| | | | | | | | | | | |
| | **Rev Over/(Under) Exp** | **$ 66,377** | **$ (6,372)** | **$ 0** | **$ (69,800)** | **$ (69,800)** | **$ -** | **$ -** | **$ 69,800** | **-100.0%** |
| | | | | | | | | | | |
| | **Total Revenues & Other Sources** | **$ 1,275,848** | **$ 457,837** | **$ 747,398** | **$ 524,056** | **$ 524,056** | **$ 549,481** | **$ 555,470** | **$ 25,425** | **4.9%** |
| | **Total Expenditures & Other Uses** | **$ 1,209,471** | **$ 464,209** | **$ 747,398** | **$ 593,856** | **$ 593,856** | **$ 549,481** | **$ 555,470** | **$ (44,375)** | **-7.5%** |
| | | | | | | | | | | |
| | **Beginning Fund Balance, 1/1** | **$ 9,795** | **$ 76,172** | **$ -** | **$ 69,800** | **$ 69,800** | **$ -** | **$ -** | **$ (69,800)** | **-100.0%** |
| | **Ending Fund Balance, 12/31** | **$ 76,173** | **$ 69,800** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **n/a** |

# 120: PATH AND TRAILS RESERVE FUND

## Purpose/Description:

The Path and Trails Reserve Fund was established in compliance with state law. Its purpose is to accumulate unexpended proceeds of the motor vehicle fuel tax receipts, which are legally restricted to the construction, and maintenance of paths and trails within City street rights-of-way. One-half percent (0.5%) of these proceeds are restricted for these purposes. This fund must transfer such accumulated receipts back to a street construction/maintenance-oriented fund when specific projects have been defined.

The following tables present a sources and uses summary of the Path and Trails Reserve Fund.

## Sources and Uses:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| | **REVENUES** | | | | | | | | | |
| | Motor Fuel Tax | $ 8,597 | $ 9,222 | $ 9,059 | $ 9,059 | $ 9,023 | $ 9,023 | $ 9,023 | $ (36) | -0.4% |
| | Interest Earnings | 901 | 422 | 500 | 500 | 500 | 500 | 500 | - | 0.0% |
| | **Total Revenues & Other Sources** | **$ 9,498** | **$ 9,644** | **$ 9,559** | **$ 9,559** | **$ 9,523** | **$ 9,523** | **$ 9,523** | **$ (36)** | **-0.4%** |
| | | | | | | | | | | |
| | **EXPENDITURES** | | | | | | | | | |
| | Transfer to Parks CIP | 65,000 | - | - | - | - | - | - | - | n/a |
| | **Total Expenditures & Other Uses** | **$ 65,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **n/a** |
| | | | | | | | | | | |
| | **Rev Over/(Under) Exp** | **$ (55,502)** | **$ 9,644** | **$ 9,559** | **$ 9,559** | **$ 9,523** | **$ 9,523** | **$ 9,523** | **$ (36)** | **-0.4%** |
| | | | | | | | | | | |
| | **Total Revenues & Other Sources** | **$ 9,498** | **$ 9,644** | **$ 9,559** | **$ 9,559** | **$ 9,523** | **$ 9,523** | **$ 9,523** | **$ (36)** | **-0.4%** |
| | **Total Expenditures & Other Uses** | **$ 65,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **n/a** |
| | | | | | | | | | | |
| | **Beginning Fund Balance, 1/1** | **$ 61,131** | **$ 5,629** | **$ 14,893** | **$ 61,131** | **$ 15,273** | **$ 24,796** | **$ 34,319** | **$ (36,335)** | **-237.9%** |
| | **Ending Fund Balance, 12/31** | **$ 5,629** | **$ 15,273** | **$ 24,452** | **$ 70,690** | **$ 24,796** | **$ 34,319** | **$ 43,842** | **$ (36,371)** | **-146.7%** |

# 201: DEBT SERVICE FUND

## Purpose/Description:

The Debt Service Fund accounts for the debt service on the City Council approved general obligation (G.O.) debt. Included in the costs charged to this Fund are the scheduled principal and interest payments, debt issue costs, fiscal agent fees, and other debt related costs. Debt service currently scheduled for payment from this Fund include various improvements included in the 1997 G.O. Bond issue, City's portion of the Valley Communications debt service, new City Hall mortgage, and the 2003 G.O. bond issue for the new community center.

The resources in this Fund are transferred from the General Fund, interest earnings, utility taxes, and real estate excise taxes. Council budget policy calls for the prefunding of debt service, meaning that the next year's debt service is provided for and transfers are made to the Debt Service Fund in the current year.

The following is the breakdown of sources:

| Funding Sources | | 2007 | | 2008 |
|---|---|---|---|---|
| Utility Taxes | $ | 2,447,483 | $ | 1,343,633 |
| Real Estate Excise Taxes | | 2,800,000 | | 2,800,000 |
| City Facilities CIP | | 2,600,000 | | - |
| General Fund | | 1,000,000 | | - |
| Interest Earnings | | 180,000 | | 90,000 |
| **Total Funding Sources** | **$** | **9,027,483** | **$** | **4,233,633** |

The following is 2007 and 2008's scheduled principal & interest payments and other expenditures:

| Bond Issues & Other Expenditures | | 2007 | | 2008 |
|---|---|---|---|---|
| City Hall - GMAC Loan Assumption | $ | 6,242,318 | $ | - |
| 2003 GO Bonds - Community Center | | 917,183 | | 913,333 |
| 1997 GO Bonds | | 1,916,130 | | 430,300 |
| Valley Communications | | 226,839 | | 225,429 |
| **Subtotal Principal & Interest Payments** | **$** | **9,302,470** | **$** | **1,569,062** |
| Fiscal Agent & Cash Management Fees | | 63,068 | | 63,068 |
| Transfer to Capital Improvement Projects | | 2,746,000 | | 1,844,000 |
| **Total Expenditures & Other Uses** | **$** | **12,111,538** | **$** | **3,476,130** |

The following page presents a sources and uses summary and an expenditure by object summary of the Debt Service Fund.

# 201: DEBT SERVICE FUND

## Sources and Uses:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| | REVENUES & OTHER SOURCES | | | | | | | | | |
| | 1st % REET | $ 1,528,873 | $ 2,347,992 | $ 950,000 | $ 1,575,000 | $ 1,950,000 | $ 1,400,000 | $ 1,400,000 | $ (175,000) | -11.1% |
| | 2nd % REET | 1,550,025 | 2,347,992 | 950,000 | 1,575,000 | 1,950,000 | 1,400,000 | 1,400,000 | (175,000) | -11.1% |
| | Transfer-In Gen Fund | - | - | - | - | - | 1,000,000 | - | 1,000,000 | n/a |
| | Transfer-In Util Taxes | 2,948,836 | 3,286,043 | 2,971,861 | 2,971,861 | 2,971,861 | 430,300 | 430,300 | (2,541,561) | -85.5% |
| | Transfer-In Util Taxes (Early Bond Call) | - | - | - | - | - | 1,100,000 | - | 1,100,000 | n/a |
| | Transfer-In Util Taxes-CC Bond | 1,024,000 | 920,000 | 914,000 | 914,000 | 914,000 | 917,183 | 913,333 | 3,183 | 0.3% |
| | Transfer-In CIP-NCH Lease/Mortgage | 275,090 | - | - | - | - | 2,600,000 | - | 2,600,000 | n/a |
| | Interest Earnings | 56,872 | 119,066 | 180,000 | 180,000 | 180,000 | 180,000 | 90,000 | - | 0.0% |
| | **Total Revenues & Other Sources** | **$ 7,383,696** | **$ 9,021,093** | **$ 5,965,861** | **$ 7,215,861** | **$ 7,965,861** | **$ 9,027,483** | **$ 4,233,633** | **$ 1,811,622** | **25.1%** |
| | | | | | | | | | | |
| | EXPENDITURES & OTHER USES | | | | | | | | | |
| | City Hall-GMAC Loan | 588,956 | 551,781 | 552,000 | 552,000 | 552,000 | 6,242,318 | - | 5,690,318 | 1030.9% |
| | Community Center-2003 LTGO | 886,406 | 920,008 | 913,595 | 913,595 | 913,595 | 917,183 | 913,333 | 3,588 | 0.4% |
| | Principal-91 LTGO/93 Refunding | 820,000 | - | - | - | - | - | - | - | n/a |
| | Principal-93 LTGO | 180,000 | - | - | - | - | - | - | - | n/a |
| | Principal-95 LTGO | 625,000 | 655,000 | - | - | - | - | - | - | n/a |
| | Principal-96 LTGO | 310,000 | 325,000 | - | - | - | - | - | - | n/a |
| | Principal-97 LTGO | 1,520,000 | 1,600,000 | 1,685,000 | 1,685,000 | 1,685,000 | 1,770,000 | 340,000 | 85,000 | 5.0% |
| | Principal-LOCAL | 20,490 | - | - | - | - | - | - | - | n/a |
| | Principal-Valley Comm | - | - | 153,000 | 153,000 | 153,000 | 160,000 | 167,000 | 7,000 | 4.6% |
| | Principal-Valley Comm-Fire Dept Reimb | (20,580) | (21,900) | (22,950) | (22,950) | (22,950) | (24,000) | (25,050) | (1,050) | 4.6% |
| | Interest-93 LTGO | 55,205 | - | - | - | - | - | - | - | n/a |
| | Interest-95 LTGO | 60,175 | 31,113 | - | - | - | - | - | - | n/a |
| | Interest-96 LTGO | 28,265 | 14,625 | - | - | - | - | - | - | n/a |
| | Interest-97 LTGO | 403,458 | 323,098 | 237,266 | 237,266 | 237,266 | 146,130 | 90,300 | (91,136) | -38.4% |
| | Interest-LOCAL | 529 | - | - | - | - | - | - | - | n/a |
| | Interest-Valley Comm | - | - | 97,877 | 97,877 | 97,877 | 90,839 | 83,479 | (7,038) | -7.2% |
| | Fiscal Agent Fees/Other | 2,708 | 605 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | - | 0.0% |
| | Cash Management Fee - General Fund | 51,511 | 52,284 | 53,068 | 53,068 | 53,068 | 53,068 | 53,068 | - | 0.0% |
| | Transfer Excess REET - Downtown CIP | - | 2,350,000 | - | - | - | - | - | - | n/a |
| | Transfer Excess REET - Parks CIP | - | 409,000 | 690,000 | 1,940,000 | 1,940,000 | 1,007,000 | 344,000 | (933,000) | -48.1% |
| | Transfer Excess REET - Parks CIP-Pending Grant | - | - | - | - | - | 600,000 | - | 600,000 | n/a |
| | Transfer Interest - Parks CIP | - | - | - | - | - | 39,000 | - | 39,000 | n/a |
| | Transfer Excess REET - Transportation CIP | 1,625,000 | 1,441,000 | 890,000 | 890,000 | 890,000 | 1,100,000 | 1,500,000 | 210,000 | 23.6% |
| | **Total Expenditures & Other Uses** | **$ 7,157,123** | **$ 8,651,614** | **$ 5,258,856** | **$ 6,508,856** | **$ 6,508,856** | **$ 12,111,538** | **$ 3,476,130** | **$ 5,602,682** | **86.1%** |
| | | | | | | | | | | |
| | **Rev Over/(Under) Exp** | **$ 226,573** | **$ 369,479** | **$ 707,005** | **$ 707,005** | **$ 1,457,005** | **$ (3,084,055)** | **$ 757,503** | **$ (3,791,060)** | **-536.2%** |
| | | | | | | | | | | |
| | **Total Revenues & Other Sources** | **$ 7,383,696** | **$ 9,021,093** | **$ 5,965,861** | **$ 7,215,861** | **$ 7,965,861** | **$ 9,027,483** | **$ 4,233,633** | **$ 1,811,622** | **25.1%** |
| | **Total Expenditures & Other Uses** | **$ 7,157,123** | **$ 8,651,614** | **$ 5,258,856** | **$ 6,508,856** | **$ 6,508,856** | **$ 12,111,538** | **$ 3,476,130** | **$ 5,602,682** | **86.1%** |
| | | | | | | | | | | |
| | **Beginning Fund Balance, 1/1** | **$ 2,599,651** | **$ 2,826,224** | **$ 3,136,701** | **$ 2,599,651** | **$ 3,195,703** | **$ 4,652,708** | **$ 1,568,653** | **$ 2,326,156** | **89.5%** |
| | **Total Ending Fund Balance, 12/31** | **$ 2,826,224** | **$ 3,195,703** | **$ 3,843,706** | **$ 3,306,656** | **$ 4,652,708** | **$ 1,568,653** | **$ 2,326,156** | **$ (1,738,003)** | **-52.6%** |
| | Reserved for 2003 GO Prefund | 920,008 | 913,595 | 917,183 | 917,183 | 917,183 | 913,333 | 914,333 | (3,850) | -0.4% |
| | Reserved for City Hall-GMAC Loan | - | 552,000 | 552,000 | 552,000 | 552,000 | | - | (552,000) | -100.0% |
| | Reserve for 91-93 GO/Local/ValleyComm | | 227,927 | 226,839 | 227,927 | 226,839 | 225,429 | 225,429 | (2,498) | -1.1% |
| | Reserve for Debt Service (1995/6) | 1,025,738 | - | - | - | - | - | - | - | n/a |
| | Reserve for 1997 Bond Issue | 1,923,458 | 1,922,266 | 1,916,130 | 1,916,130 | 1,916,130 | 430,300 | 430,300 | (1,485,830) | -77.5% |
| | Reserved for CIP Allocation | - | - | - | - | - | - | - | - | n/a |
| | Unreserved | (1,042,980) | (420,085) | 231,554 | (306,584) | 1,040,556 | (409) | 756,094 | 306,175 | -99.9% |

## Expenditures by Object Summary:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| 552 | Interfund Contributions | $ 1,625,000 | $ 4,200,000 | $ 1,580,000 | $ 2,830,000 | $ 2,830,000 | $ 2,746,000 | $ 1,844,000 | $ (84,000) | -3.0% |
| 7/800 | Debt Service | 4,660,612 | 4,399,330 | 3,625,788 | 3,625,788 | 3,625,788 | 3,512,470 | 1,579,062 | (113,318) | -3.1% |
| 900 | Intfund Svc Pmts | 51,511 | 52,284 | 53,068 | 53,068 | 53,068 | 53,068 | 53,068 | - | 0.0% |
| | ***Total Expenditures*** | **$ 6,337,123** | **$ 8,651,614** | **$ 5,258,856** | **$ 6,508,856** | **$ 6,508,856** | **$ 6,311,538** | **$ 3,476,130** | **$ (197,318)** | **-3.0%** |
| *Capital & One-Time Funding:* | | | | | | | | | - | n/a |
| 7/800 | Debt Service | 820,000 | - | - | - | - | 5,800,000 | - | 5,800,000 | n/a |
| | **Total 1-Time** | **$ 820,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 5,800,000** | **$ -** | **$ 5,800,000** | **n/a** |
| | **Total Expenditures** | **$ 7,157,123** | **$ 8,651,614** | **$ 5,258,856** | **$ 6,508,856** | **$ 6,508,856** | **$ 12,111,538** | **$ 3,476,130** | **$ 5,602,682** | **86.1%** |

# 301: CAPITAL PROJECT FUND – DOWNTOWN REDEVELOPMENT

## Purpose/Description:

This Capital Project Fund was established to accumulate resources and set aside for downtown projects.

## Sources and Uses:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Prop - 06 Adj $ Chg | 07 Prop - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| | **REVENUES & OTHER SOURCES** | | | | | | | | | |
| | Interest Earnings | $ - | $ - | $ - | $ - | $ - | $ 100,000 | $ - | $ 100,000 | n/a |
| | Transfers In: | | | | | | | | | |
| | General Fund | - | 998,030 | - | - | - | - | - | - | n/a |
| | Debt Service Fund - Excess REET | - | 2,350,000 | - | - | - | - | - | - | n/a |
| | Utility Tax Fund | - | 700,000 | - | 421,000 | 421,000 | 500,000 | 500,000 | 79,000 | 18.8% |
| | Transportation CIP | - | 265,500 | - | 265,500 | 265,500 | - | - | (265,500) | -100.0% |
| | **Total Revenues & Other Sources** | **$ -** | **$ 4,313,530** | **$ -** | **$ 686,500** | **$ 686,500** | **$ 600,000** | **$ 500,000** | **$ (86,500)** | **-12.6%** |
| | | | | | | | | | | |
| | **EXPENDITURES & OTHER USES** | | | | | | | | | |
| | Capital | - | - | - | - | 5,000,030 | 500,000 | 500,000 | 500,000 | n/a |
| | Transfer Out - General Fund | - | - | - | - | - | 100,000 | - | 100,000 | n/a |
| | **Total Expenditures & Other Uses** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 5,000,030** | **$ 600,000** | **$ 500,000** | **$ 600,000** | **n/a** |
| | | | | | | | | | | |
| | **Rev Over/(Under) Exp** | **$ -** | **$ 4,313,530** | **$ -** | **$ 686,500** | **$ (4,313,530)** | **$ -** | **$ -** | **$ (686,500)** | **-100.0%** |
| | | | | | | | | | | |
| | **Total Revenues & Other Sources** | **$ -** | **$ 4,313,530** | **$ -** | **$ 686,500** | **$ 686,500** | **$ 600,000** | **$ 500,000** | **$ (86,500)** | **-12.6%** |
| | **Total Expenditures & Other Uses** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 5,000,030** | **$ 600,000** | **$ 500,000** | **$ 600,000** | **n/a** |
| | | | | | | | | | | |
| | **Beginning Fund Balance, 1/1** | **$ -** | **$ -** | **$ -** | **$ 4,313,530** | **$ 4,313,530** | **$ -** | **$ -** | **$ (4,313,530)** | **-100.0%** |
| | **Total Ending Fund Balance, 12/31** | **$ -** | **$ 4,313,530** | **$ -** | **$ 5,000,030** | **$ -** | **$ -** | **$ -** | **$ (5,000,030)** | **-100.0%** |

# 302: CAPITAL PROJECT FUND – CITY FACILITIES

## Purpose/Description:

This Capital Project Fund accounts for the acquisition or construction of capital improvements funded by the 1997 Limited General Obligation Bond.

## Sources and Uses:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| | **REVENUES & OTHER SOURCES** | | | | | | | | | |
| | Interest Earnings | $ 371,200 | $ 644,016 | $ - | $ - | $ 55,769 | $ - | $ - | - | n/a |
| | Transfers In: | | | | | | | | - | |
| | General Fund | 1,123,370 | 162,761 | - | 100,000 | 100,000 | - | - | (100,000) | -100.0% |
| | Debt Service Fund - Excess REET | 350,000 | - | - | - | - | - | - | - | n/a |
| | Arterial Street Fund | 1,000,000 | - | - | - | - | | | - | n/a |
| | Utility Tax Fund | 975,000 | - | - | - | - | - | - | - | n/a |
| | Equity from Existing City Hall Building | - | 3,618,512 | - | - | - | - | - | - | n/a |
| | Miscellaneous/Transfers | 78,146 | (10,093) | - | 10,093 | 10,093 | - | - | (10,093) | n/a |
| | **Total Revenues & Other Sources** | **$ 3,897,716** | **$ 4,415,196** | **$ -** | **$ 110,093** | **$ 165,862** | **$ -** | **$ -** | **$ (110,093)** | **-100.0%** |
| | | | | | | | | | | |
| | **EXPENDITURES & OTHER USES** | | | | | | | | | |
| | Municipal Facility (101) | 6,523,245 | 883,650 | - | 557,675 | 557,675 | - | - | (557,675) | -100.0% |
| | Community Senior Center (105) | 1,037,404 | 2,889,928 | - | 16,398,069 | 16,147,764 | - | - | (16,398,069) | -100.0% |
| | Klahanee Facility (106) | - | 17,196 | - | 1,033,185 | 1,033,185 | - | - | (1,033,185) | -100.0% |
| | Transfer to 2% for the Arts | 449,068 | 100,000 | - | - | - | - | - | - | n/a |
| | Transfer to DBC CIP | - | - | - | - | - | - | - | - | n/a |
| | Transfer to Parks CIP | - | - | - | - | - | - | - | - | n/a |
| | Transfer to Community Center Fund | - | - | - | - | 76,500 | 173,805 | - | 173,805 | n/a |
| | Transfer to Debt Service Fund | - | - | - | - | - | 2,600,000 | - | 2,600,000 | n/a |
| | **Total Expenditures & Other Uses** | **$ 8,009,717** | **$ 3,890,774** | **$ -** | **$ 17,988,929** | **$ 17,815,124** | **$ 2,773,805** | **$ -** | **$ (15,215,124)** | **-84.6%** |
| | | | | | | | | | | |
| | **Rev Over/(Under) Exp** | **$ (4,112,001)** | **$ 524,422** | **$ -** | **$ (17,878,836)** | **$ (17,649,262)** | **$ (2,773,805)** | **$ -** | **$ 15,105,031** | **-84.5%** |
| | | | | | | | | | | |
| | **Total Revenues & Other Sources** | **$ 3,897,716** | **$ 4,415,196** | **$ -** | **$ 110,093** | **$ 165,862** | **$ -** | **$ -** | **$ (110,093)** | **-100.0%** |
| | **Total Expenditures & Other Uses** | **$ 8,009,717** | **$ 3,890,774** | **$ -** | **$ 17,988,929** | **$ 17,815,124** | **$ 2,773,805** | **$ -** | **$ (15,215,124)** | **-84.6%** |
| | | | | | | | | | | |
| | **Beginning Fund Balance, 1/1** | **$ 24,010,645** | **$ 19,898,645** | **$ -** | **$ 20,423,067** | **$ 20,423,067** | **$ 2,773,805** | **$ (0)** | **$ (17,649,262)** | **-86.4%** |
| | **Total Ending Fund Balance, 12/31** | **$ 19,898,645** | **$ 20,423,067** | **$ -** | **$ 2,544,231** | **$ 2,773,805** | **$ (0)** | **$ (0)** | **$ (2,544,231)** | **-100.0%** |

# 303: CAPITAL PROJECT FUND - PARKS

## Purpose/Description:

This Capital Project Fund accounts for the acquisition or construction of major park capital facilities with the exception of those facilities financed by proprietary and trust funds. The major source of revenue for this Fund is general obligation bond proceeds, grants from other agencies, local taxes and contributions from other funds. All Park costs associated with acquisitions, improvements, issue of bonds and other costs shall be paid by this Fund.

The proposed budgets are $4,237,000 and $1,511,000 in 2007 and 2008, respectively, and are allocated to the following projects:

| 2007 Proposed Projects | Sources (in thousands) | | | | | | Expenses (in thousands) | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | REET | Mitig Fees | Grants | Misc / Trsfrs | Prior Years' Sources | Total Sources | Property Acquis | Consult Svcs | Construct | Project Mgmt | Equip Acquis | Conting / Other | Total Expenses |
| Annual Playground Repair & Replacement Program | $ 134 | $ - | $ - | $ - | $ - | $ 134 | $ - | $ - | $ 8 | $ 6 | $ 120 | $ - | $ 134 |
| Camp Kilworth-Acquisition & Site Improvement | - | - | 500 | - | 1,050 | 1,550 | 1,200 | - | 350 | - | - | - | 1,550 |
| Downtown Public Space & Pedestrian Connections | 35 | - | - | - | 65 | 100 | - | 80 | - | 20 | - | - | 100 |
| Major Maint-Parks Facilities | 110 | - | - | - | - | 110 | - | - | 100 | 10 | - | - | 110 |
| Planning | - | - | - | 39 | - | 39 | - | 35 | - | 4 | - | - | 39 |
| Sacajawea Park Design & Redevelopment | 415 | - | - | - | - | 415 | - | 35 | 300 | 30 | - | 50 | 415 |
| Saghalie Park Soccer Field-Artifical Turf Upgrade | - | 110 | 310 | - | 500 | 920 | - | 10 | 830 | 80 | - | - | 920 |
| Trail & Pedestrian Access Impr | 40 | - | - | - | - | 40 | - | 30 | - | 10 | - | - | 40 |
| West Hylebos Wetlands Park Boardwalk Replacement | 273 | - | 300 | - | 792 | 1,365 | - | 40 | 1,325 | - | - | - | 1,365 |
| **Total 2007** | **$ 1,007** | **$ 110** | **$ 1,110** | **$ 39** | **$ 2,407** | **$ 4,673** | **$ 1,200** | **$ 230** | **$ 2,913** | **$ 160** | **$ 120** | **$ 50** | **$ 4,673** |

| 2008 Proposed Projects | Sources (in thousands) | | | | | | Expenses (in thousands) | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | REET | Mitig Fees | Grants | Misc / Trsfrs | Prior Years' Sources | Total Sources | Property Acquis | Consult Svcs | Construct | Project Mgmt | Equip Acquis | Conting / Other | Total Expenses |
| Annual Playground Repair & Replacement Program | $ 134 | $ - | $ - | $ - | $ - | $ 134 | $ - | $ - | $ 8 | $ 6 | $ 120 | $ - | $ 134 |
| Camp Kilworth-Acquisition & Site Improvement | - | - | - | - | 1,100 | 1,100 | 1,000 | 100 | - | - | - | - | 1,100 |
| Community Gathering Spaces/Small CIP | - | - | - | - | 37 | 37 | - | 30 | - | 7 | - | - | 37 |
| Major Maint-Parks Facilities | 110 | - | - | - | - | 110 | - | - | 100 | 10 | - | - | 110 |
| Trail & Pedestrian Access Impr | 100 | - | - | - | 30 | 130 | - | - | 110 | 20 | - | - | 130 |
| **Total 2008** | **$ 344** | **$ -** | **$ -** | **$ -** | **$ 1,167** | **$ 1,511** | **$ 1,000** | **$ 130** | **$ 218** | **$ 43** | **$ 120** | **$ -** | **$ 1,511** |

## Sources and Uses:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| | **REVENUES & OTHER SOURCES** | | | | | | | | | |
| | Grants | $ 60,543 | $ 51,703 | $ - | $ 879,171 | $ 879,171 | $ 1,110,000 | $ - | $ 230,829 | 26.3% |
| | Interest Earnings | 17,793 | 47,884 | - | 35,929 | 35,929 | - | - | (35,929) | -100.0% |
| | Donations/Contributions | 25 | - | - | - | - | - | - | - | n/a |
| | Miscellaneous | 2,886 | 464 | - | - | - | - | - | - | n/a |
| | Mitigation Fees/Fee-in-Lieu | 90,535 | 27,438 | - | - | - | 110,000 | - | 110,000 | n/a |
| | Transfers In: | | | | | | | - | - | n/a |
| | General Fund | - | 40,000 | - | - | - | - | - | - | n/a |
| | Utility Tax | - | - | - | 300,000 | 300,000 | - | - | (300,000) | -100.0% |
| | Debt Service Fund - Excess REET | 535,000 | 409,000 | 690,000 | 1,940,000 | 1,940,000 | 1,607,000 | 344,000 | (333,000) | -17.2% |
| | Debt Service Fund - Excess Interest | - | - | - | - | - | 39,000 | - | 39,000 | n/a |
| | Path & Trails Fund | 65,000 | - | - | - | - | - | - | - | n/a |
| | CDBG Fund | - | - | - | 73,920 | 73,920 | - | - | (73,920) | -100.0% |
| | **Total Revenues & Other Sources** | **$ 771,782** | **$ 576,488** | **$ 690,000** | **$ 3,229,020** | **$ 3,229,020** | **$ 2,866,000** | **$ 344,000** | **$ (363,020)** | **-11.2%** |
| | | | | | | | | | | |
| | **EXPENDITURES & OTHER USES** | | | | | | | | | |
| | Capital | 524,555 | 444,020 | 804,730 | 4,329,085 | 755,085 | 4,673,000 | 1,511,000 | 343,915 | 7.9% |
| | **Total Expenditures & Other Uses** | **$ 524,555** | **$ 444,020** | **$ 804,730** | **$ 4,329,085** | **$ 755,085** | **$ 4,673,000** | **$ 1,511,000** | **$ 343,915** | **7.9%** |
| | | | | | | | | | | |
| | **Rev Over/(Under) Exp** | **$ 247,227** | **$ 132,468** | **$ (114,730)** | **$ (1,100,065)** | **$ 2,473,935** | **$ (1,807,000)** | **$ (1,167,000)** | **$ (706,935)** | **64.3%** |
| | | | | | | | | | | |
| | **Total Revenues & Other Sources** | **$ 771,782** | **$ 576,488** | **$ 690,000** | **$ 3,229,020** | **$ 3,229,020** | **$ 2,866,000** | **$ 344,000** | **$ (363,020)** | **-11.2%** |
| | **Total Expenditures & Other Uses** | **$ 524,555** | **$ 444,020** | **$ 804,730** | **$ 4,329,085** | **$ 755,085** | **$ 4,673,000** | **$ 1,511,000** | **$ 343,915** | **7.9%** |
| | | | | | | | | | | |
| | **Beginning Fund Balance, 1/1** | **$ 944,858** | **$ 1,192,085** | **$ 189,212** | **$ 1,324,556** | **$ 1,324,553** | **$ 3,798,488** | **$ 1,991,488** | **$ 2,473,932** | **186.8%** |
| | **Total Ending Fund Balance, 12/31** | **$ 1,192,085** | **$ 1,324,553** | **$ 74,482** | **$ 224,491** | **$ 3,798,488** | **$ 1,991,488** | **$ 824,488** | **$ 1,766,997** | **787.1%** |

# 304: CAPITAL PROJECT FUND – SURFACE WATER MANAGEMENT

## Purpose/Description:

This Capital Project Fund accounts for major capital facilities associated with managing the existing stormwater conveyance systems, regulating the clearing, grading, and erosion control phases of new land development, constructing, maintaining and repairing elements of the City's drainage system and controlling water quality within the system. The major sources of revenue for this Fund include grants from other agencies, storm drainage fees and contributions from other funds. The City's drainage system includes a network of streams, lakes, pipelines and stormwater detention facilities.

The adopted budgets are $2,605,000 and $1,190,000 in 2007 and 2008, respectively, and are allocated to the following projects:

| 2007 Proposed Projects | Sources (in thousands) | | | Expenses (in thousands) | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | User Fees | Prior Years' Sources | Total Sources | Property Acquis | Consult Services | Construct | Construct Mgmt | Equip Acquis | Conting | Total Expenses |
| Small CIP-Annual Program | $ 200 | $ - | $ 200 | $ - | $ - | $ 200 | $ - | $ - | $ - | $ 200 |
| East Branch Lakota Creek Channel Restoration | - | 50 | 50 | - | - | 50 | - | - | - | 50 |
| Lake Jeane Outlet Control Structure | 376 | 54 | 430 | - | - | 325 | 55 | - | 50 | 430 |
| SW 332nd St (26th Ave SW) Trunk Replacement | 25 | 690 | 715 | - | - | 625 | 30 | - | 60 | 715 |
| Mirror Basin Det Pond-E 15" Lateral/Detention | - | 200 | 200 | 70 | - | 100 | - | - | 30 | 200 |
| So 373rd St Hylebos Creek Bridge Replacement | - | 660 | 660 | - | - | 550 | 80 | - | 30 | 660 |
| SR99 Phase III Roadway Improvements | 150 | - | 150 | - | 50 | 100 | - | - | - | 150 |
| Lake Lorene Outlet Control Structure | 95 | - | 95 | 10 | 85 | - | - | - | - | 95 |
| Outlet Channel Modification | 50 | - | 50 | 10 | 40 | - | - | | - | 50 |
| 10th Ave So Drainage Improvements | 55 | - | 55 | - | 55 | - | - | | - | 55 |
| **Total 2007** | **$ 951** | **$ 1,654** | **$ 2,605** | **$ 90** | **$ 230** | **$ 1,950** | **$ 165** | **$ -** | **$ 170** | **$ 2,605** |

| 2008 Proposed Projects | Sources (in thousands) | | | Expenses (in thousands) | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | User Fees | Prior Years' Sources | Total Sources | Property Acquis | Consult Services | Construct | Construct Mgmt | Equip Acquis | Conting | Total Expenses |
| Small CIP-Annual Program | $ 207 | | $ 207 | $ - | $ - | $ 207 | $ - | $ - | $ - | $ 207 |
| Lake Lorene Outlet Control Structure | 295 | | 295 | - | - | 220 | 35 | - | 40 | 295 |
| Outlet Channel Modification | 130 | | 130 | - | - | 92 | 8 | 10 | 20 | 130 |
| 10th Ave So Drainage Improvements | 375 | - | 375 | - | - | 300 | 35 | - | 40 | 375 |
| S 336th & 34th Ave So Drainage Improvements | 25 | - | 25 | 5 | 20 | - | - | - | - | 25 |
| S 308th St Lateral Drainage Interceptor | 60 | - | 60 | 10 | 50 | - | - | - | - | 60 |
| 1st Way So Trunk Replacement | 98 | - | 98 | - | 98 | - | - | - | - | 98 |
| **Total 2008** | **$ 1,190** | **$ -** | **$ 1,190** | **$ 15** | **$ 168** | **$ 819** | **$ 78** | **$ 10** | **$ 100** | **$ 1,190** |

## Sources and Uses:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Proposed | 2008 Proposed | 07 Prop - 06 Adj $ Chg | 07 Prop - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| | REVENUES & OTHER SOURCES | | | | | | | | | |
| | Grants | $ 531,045 | $ 41,015 | $ - | $ 1,947,940 | $ 1,947,940 | $ - | $ - | $ (1,947,940) | -100.0% |
| | Mitigation Fees | 144,502 | 67,871 | - | - | - | - | - | - | n/a |
| | Interest Earnings | 102,372 | 180,590 | - | - | - | - | - | - | n/a |
| | Miscellaneous | 11,000 | 11,715 | - | - | - | - | - | - | n/a |
| | Transfers In: | | | | | | | | | |
| | SWM Fund | 1,521,764 | 129,974 | 779,291 | 704,096 | 704,096 | 951,000 | 1,190,000 | 246,904 | 35.1% |
| | **Total Revenues & Other Sources** | **$ 2,310,683** | **$ 431,164** | **$ 779,291** | **$ 2,652,036** | **$ 2,652,036** | **$ 951,000** | **$ 1,190,000** | **$ (1,701,036)** | **-64.1%** |
| | | | | | | | | | | |
| | EXPENDITURES & OTHER USES | | | | | | | | | |
| | Capital | 2,572,699 | 1,037,011 | 1,559,485 | 6,679,488 | 5,025,488 | 2,605,000 | 1,190,000 | (4,074,488) | -61.0% |
| | **Total Expenditures & Other Uses** | **$ 2,572,699** | **$ 1,037,011** | **$ 1,559,485** | **$ 6,679,488** | **$ 5,025,488** | **$ 2,605,000** | **$ 1,190,000** | **$ (4,074,488)** | **-61.0%** |
| | | | | | | | | | | |
| | **Rev Over/(Under) Exp** | **$ (262,016)** | **$ (605,847)** | **$ (780,194)** | **$ (4,027,452)** | **$ (2,373,452)** | **$ (1,654,000)** | **$ -** | **$ 2,373,452** | **-58.9%** |
| | | | | | | | | | | |
| | **Total Revenues & Other Sources** | **$ 2,310,683** | **$ 431,164** | **$ 779,291** | **$ 2,652,036** | **$ 2,652,036** | **$ 951,000** | **$ 1,190,000** | **$ (1,701,036)** | **-64.1%** |
| | **Total Expenditures & Other Uses** | **$ 2,572,699** | **$ 1,037,011** | **$ 1,559,485** | **$ 6,679,488** | **$ 5,025,488** | **$ 2,605,000** | **$ 1,190,000** | **$ (4,074,488)** | **-61.0%** |
| | | | | | | | | | | |
| | **Beginning Fund Balance, 1/1** | **$ 6,538,635** | **$ 6,276,619** | **$ 945,701** | **$ 5,670,772** | **$ 5,670,772** | **$ 3,297,320** | **$ 1,643,320** | **$ (2,373,452)** | **-41.9%** |
| | **Total Ending Fund Balance, 12/31** | **$ 6,276,619** | **$ 5,670,772** | **$ 165,507** | **$ 1,643,320** | **$ 3,297,320** | **$ 1,643,320** | **$ 1,643,320** | **$ -** | **0.0%** |

# 306: CAPITAL PROJECT FUND – TRANSPORTATION SYSTEMS

## Purpose/Description:

This Capital Project Fund represents improvements to existing traffic signals and new signalization, major roadways and arterials involving the design and construction of new sections of streets, the widening of roadways to provide additional vehicle lanes, the installation of sidewalks and landscaping. The major source of revenue for this Fund is grants from other agencies and contributions from other funds.

The proposed budgets are $24,184,000 and $14,973,000 in 2007 and 2008, respectively, and are allocated to the following projects:

| | Sources (in thousands) | | | | | | | | Expenses (in thousands) | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 2008 Proposed Projects | REET | Fuel Tax | Utility Tax | Grants | Mitig Fees | Misc / Trsfrs | Prior Year's Sources | Total Sources | Property Aquis | Consult Svcs | Constr | Const Mgmt | Conting / Other | Curr Rev to be Spent | Total Expenses |
| Annual Transportation Syst Safety Improvements | $ - | $ 350 | $ - | $ - | $ - | $ - | $ - | $ 350 | $ 50 | $ - | $ 270 | $ - | $ 30 | $ - | $ 350 |
| SR99 HOV Lanes Phase III | - | - | - | 6,695 | 100 | - | 1,255 | 8,050 | - | - | 6,570 | 820 | 660 | - | 8,050 |
| S 348th St: 9th Ave S-SR99 | - | - | 1,000 | 1,600 | 50 | - | 82 | 2,732 | 677 | 200 | 1,500 | 200 | 155 | - | 2,732 |
| SW 312th St @ SR509 | - | - | - | - | - | - | 163 | 163 | - | 163 | - | - | - | - | 163 |
| S 320th St @ 1st Ave So | - | - | - | - | 50 | - | 825 | 875 | 800 | 100 | - | - | - | - | 900 |
| S 356th St @ Pac Highway Intersection Improvements | - | - | 200 | 4,200 | - | 450 | - | 4,850 | 470 | - | 3,500 | 438 | 350 | - | 4,758 |
| SR18 @ SR161 Intersection | - | - | - | - | 325 | - | 799 | 1,124 | - | - | 918 | 115 | 91 | - | 1,124 |
| S 348th St @ 1st Ave So | - | - | - | - | 25 | - | 450 | 475 | 300 | 200 | - | - | - | - | 500 |
| 21st Ave SW Ext: Sw 356th St-22nd Ave SW | - | - | - | 500 | - | 238 | - | 738 | - | - | 590 | 68 | 59 | - | 717 |
| City Center Access Study | 1,100 | - | 200 | - | - | - | 200 | 1,500 | - | 1,500 | - | - | - | - | 1,500 |
| Pacific Highway HOV Lanes Phase IV | - | - | - | 2,150 | 200 | 500 | - | 2,850 | 1,750 | 600 | - | - | - | 500 | 2,850 |
| S 352nd St: SR99 to SR161 | - | - | - | - | - | 500 | - | 500 | - | 450 | - | - | - | - | 450 |
| SW 356th St/BPA Signal | - | - | - | - | - | - | 30 | 30 | - | 30 | - | - | - | - | 30 |
| Federal Lobbyist | - | - | - | - | - | - | - | - | - | - | - | - | - | | 60 |
| **Total 2007** | **$ 1,100** | **$ 350** | **$ 1,400** | **$ 15,145** | **$ 750** | **$ 1,688** | **$ 3,804** | **$ 24,237** | **$ 4,047** | **$ 3,243** | **$ 13,348** | **$ 1,641** | **$ 1,345** | **$ 500** | **$ 24,184** |

| | Sources (in thousands) | | | | | | | | Expenses (in thousands) | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 2008 Proposed Projects | REET | Fuel Tax | Utility Tax | Grants | Mitig Fees | Misc / Trsfrs | Prior Year's Sources | Total Sources | Property Aquis | Consult Svcs | Constr | Const Mgmt | Conting / Other | Curr Rev to be Spent | Total Expenses |
| Annual Transportation Syst Safety Improvements | $ - | $ 350 | $ - | $ - | $ - | $ - | $ - | $ 350 | $ 50 | $ - | $ 270 | $ - | $ 30 | $ - | $ 350 |
| SR99 HOV Lanes Phase III | - | - | - | 6,212 | 100 | - | 1,738 | 8,050 | - | - | 6,570 | 820 | 660 | - | 8,050 |
| S 348th St: 9th Ave S-SR99 | - | - | - | 980 | 25 | - | 263 | 1,268 | - | - | 1,050 | 118 | 100 | - | 1,268 |
| S 320th St @ 1st Ave So | - | - | - | - | 25 | - | - | 25 | - | - | - | - | - | - | - |
| S 348th St @ 1st Ave So | - | - | - | - | 25 | - | - | 25 | - | - | - | - | - | - | - |
| City Center Access Study | 1,100 | - | 400 | - | - | - | - | 1,500 | - | 1,500 | - | - | - | - | 1,500 |
| Pacific Highway HOV Lanes Phase IV | - | - | 500 | 2,350 | 50 | - | - | 2,900 | 1,750 | 600 | - | - | - | 550 | 2,900 |
| S 352nd St: SR99 to SR161 | - | - | 500 | - | - | - | - | 500 | 550 | - | - | - | - | - | 550 |
| SW 356th St/BPA Signal | - | - | - | - | - | - | 285 | 285 | - | - | 285 | - | - | - | 285 |
| Federal Lobbyist | - | - | - | - | - | - | - | - | - | - | - | - | - | | 70 |
| **Total 2008** | **$ 1,100** | **$ 350** | **$ 1,400** | **$ 9,542** | **$ 225** | **$ -** | **$ 2,286** | **$ 14,903** | **$ 2,350** | **$ 2,100** | **$ 8,175** | **$ 938** | **$ 790** | **$ 550** | **$ 14,973** |

# 306: CAPITAL PROJECT FUND – TRANSPORTATION SYSTEMS
(continued)

## Sources and Uses:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| | REVENUES & OTHER SOURCES | | | | | | | | | |
| | Grants | $ 6,399,629 | $ 1,619,941 | $ 12,152,000 | $ 25,145,981 | $ 25,145,981 | $ 15,145,000 | $ 9,542,000 | $ (10,000,981) | -39.8% |
| | Fuel Tax | - | 91,114 | - | 250,000 | 250,000 | 350,000 | 350,000 | 100,000 | 40.0% |
| | Road/Street Maint Charges | 2,243,247 | 258,825 | - | - | - | - | - | - | n/a |
| | Mitigation Fees | 830,913 | 1,754,115 | - | - | - | 750,000 | 225,000 | 750,000 | n/a |
| | Interest Earnings | 132,408 | 402,948 | - | - | - | - | - | - | n/a |
| | Transfers In: | | | | | | | | | |
| | General Fund/utility tax | 2,075,000 | 1,440,625 | 2,582,625 | 890,625 | 890,625 | 1,400,000 | 1,400,000 | 509,375 | 57.2% |
| | Arterial Street Fund | 59,000 | - | - | - | - | - | - | - | n/a |
| | Street Fund | - | 2,210 | - | - | - | - | - | - | n/a |
| | Debt Service Fund - Excess REET | 620,000 | 616,000 | 1,440,000 | 890,000 | 890,000 | 1,100,000 | 1,500,000 | 210,000 | 23.6% |
| | CDBG | 138,303 | 216,540 | - | - | - | - | - | - | n/a |
| | Traffic CIP Fund | 155,322 | - | - | - | - | - | - | - | n/a |
| | **Total Revenues & Other Sources** | **$ 12,653,822** | **$ 6,402,318** | **$ 16,174,625** | **$ 27,176,606** | **$ 27,176,606** | **$ 18,745,000** | **$ 13,017,000** | **$ (8,431,606)** | **-31.0%** |
| | | | | | | | | | | |
| | EXPENDITURES & OTHER USES | | | | | | | | | |
| | Capital | 9,412,458 | 3,803,648 | 18,633,278 | 40,262,451 | 32,805,319 | 24,124,000 | 14,903,000 | (16,138,451) | -49.2% |
| | Transfers Out: | | | | | | | | | |
| | General Fund | - | 40,551 | - | 55,450 | 55,450 | 60,000 | 70,000 | 4,550 | 8.2% |
| | Street Fund | 2,770 | - | - | - | - | - | - | - | n/a |
| | Downtown Redevelopment | - | 265,500 | - | 265,500 | 265,500 | - | - | (265,500) | -100.0% |
| | **Total Expenditures & Other Uses** | **$ 9,415,228** | **$ 4,109,699** | **$ 18,633,278** | **$ 40,583,401** | **$ 33,126,269** | **$ 24,184,000** | **$ 14,973,000** | **$ (16,399,401)** | **-49.5%** |
| | | | | | | | | | | |
| | **Rev Over/(Under) Exp** | **$ 3,238,594** | **$ 2,292,619** | **$ (2,458,653)** | **$ (13,406,795)** | **$ (5,949,663)** | **$ (5,439,000)** | **$ (1,956,000)** | **$ 7,967,795** | **-133.9%** |
| | | | | | | | | | | |
| | **Total Revenues & Other Sources** | **$ 12,653,822** | **$ 6,402,318** | **$ 16,174,625** | **$ 27,176,606** | **$ 27,176,606** | **$ 18,745,000** | **$ 13,017,000** | **$ (8,431,606)** | **-31.0%** |
| | **Total Expenditures & Other Uses** | **$ 9,415,228** | **$ 4,109,699** | **$ 18,633,278** | **$ 40,583,401** | **$ 33,126,269** | **$ 24,184,000** | **$ 14,973,000** | **$ (16,399,401)** | **-49.5%** |
| | | | | | | | | | | |
| | **Beginning Fund Balance, 1/1** | **$ 8,213,450** | **$ 11,452,044** | **$ 2,767,723** | **$ 13,744,663** | **$ 13,744,663** | **$ 7,795,000** | **$ 2,356,000** | **$ (5,949,663)** | **-43.3%** |
| | **Total Ending Fund Balance, 12/31** | **$ 11,452,044** | **$ 13,744,663** | **$ 309,070** | **$ 337,868** | **$ 7,795,000** | **$ 2,356,000** | **$ 400,000** | **$ 2,018,132** | **25.9%** |

# 401: SURFACE WATER MANAGEMENT FUND

## Purpose/Description:

The Surface Water Management (SWM) Fund was established to administer and account for all receipts and disbursements related to the City's surface and storm water management system. All service charges are deposited into this Fund for the purpose of paying all or any part of the cost and expense of maintaining and operating surface and storm water management facilities. The SWM Fund is further responsible for the comprehensive management of the City's natural and manmade surface water systems. This involves protecting developed and undeveloped properties from flooding, runoff and water quality problems while continuing to accommodate new residential and commercial growth. The SWM Fund also promotes the preservation of natural drainage systems, protection of fishery resources, and wildlife environment. The SWM Fund is organized into three supporting divisions: Engineering, Water Quality and Maintenance Services.

The following is a summary of the fund's major sources of revenue and primary areas of service.

**PRIMARY REVENUE SOURCES**

- Surface Water Management fees
- Interest earnings
- Beginning fund balance

**PRIMARY EXPENDITURE SERVICES**

- Design, construction and inspection of public surface water capital improvement projects
- Establish and update City surface water management codes and regulations
- Water Quality
- Maintenance program for current system

The following tables present a sources and uses summary of the divisions' budgets comprising the SWM Fund. Also included is an expenditure by object summary.

## Sources and Uses:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| | **REVENUES** | | | | | | | | | |
| | User Fees | $ 3,356,304 | $ 3,372,348 | $ 3,434,179 | $ 3,434,179 | $ 3,434,179 | $ 3,537,203 | $ 3,590,261 | $ 103,025 | 3.0% |
| | User Fees - Street Fund | 149,901 | 149,901 | 159,030 | 159,030 | 159,030 | 159,030 | 159,030 | - | 0.0% |
| | Operating Assessment District | 16,462 | 13,501 | 13,871 | 13,871 | 13,871 | 13,871 | 13,871 | - | 0.0% |
| | Interest Earnings/Other Miscellaneous | 7,040 | 24,385 | 11,470 | 11,470 | 11,470 | 11,470 | 11,470 | - | 0.0% |
| | **Total Operating Revenues** | **$ 3,529,708** | **$ 3,560,135** | **$ 3,618,549** | **$ 3,618,549** | **$ 3,618,549** | **$ 3,721,574** | **$ 3,774,632** | **$ 103,025** | **2.8%** |
| | | | | | | | | | | |
| | **EXPENDITURES** | | | | | | | | | |
| | Engineering | 1,533,649 | 1,617,388 | 1,760,579 | 1,773,615 | 1,757,287 | 1,835,824 | 1,910,751 | 62,209 | 3.5% |
| | Water Quality | 195,399 | 200,767 | 236,177 | 236,177 | 236,177 | 238,662 | 249,816 | 2,485 | 1.1% |
| | Maintenance | 631,939 | 602,432 | 679,447 | 679,447 | 675,362 | 734,270 | 754,732 | 54,823 | 8.1% |
| | Steel Lake Management | 10,393 | 9,781 | - | 18,880 | 18,880 | - | - | (18,880) | -100.0% |
| | **Total Operating Expenditures** | **$ 2,371,380** | **$ 2,430,368** | **$ 2,676,203** | **$ 2,708,119** | **$ 2,687,706** | **$ 2,808,756** | **$ 2,915,299** | **$ 100,637** | **3.7%** |
| | | | | | | | | | | |
| | **Oper Rev Over/(Under) Exp** | **$ 1,158,328** | **$ 1,129,767** | **$ 942,346** | **$ 910,430** | **$ 930,843** | **$ 912,818** | **$ 859,333** | **$ 2,388** | **0.3%** |
| | | | | | | | | | | |
| | **OTHER FINANCING SOURCES** | | | | | | | | | |
| | Transfers, Grants, Etc. | - | 19,063 | - | - | - | - | - | - | n/a |
| | **Total Other Financing Sources** | **$ -** | **$ 19,063** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **n/a** |
| | | | | | | | | | | |
| | **OTHER FINANCING USES** | | | | | | | | | |
| | Grant/Capital/Carry forward/1-Time | 9,302 | 48,283 | - | 29,369 | 29,369 | 343 | 1,502 | (29,026) | -98.8% |
| | Debt Service | 207,225 | 205,401 | 238,251 | 238,251 | 238,251 | 201,754 | 199,930 | (36,497) | -15.3% |
| | Trsfr Out - CIP Fund | 1,521,764 | 129,974 | 779,290 | 704,095 | 704,096 | 951,000 | 1,190,000 | 246,905 | 35.1% |
| | **Total Other Financing Uses** | **$ 1,738,291** | **$ 383,658** | **$ 1,017,541** | **$ 971,715** | **$ 971,716** | **$ 1,153,097** | **$ 1,391,432** | **$ 181,382** | **18.7%** |
| | | | | | | | | | | |
| | **Total Revenues & Other Sources** | **$ 3,529,708** | **$ 3,579,198** | **$ 3,618,549** | **$ 3,618,549** | **$ 3,618,549** | **$ 3,721,574** | **$ 3,774,632** | **$ 301,728** | **8.3%** |
| | **Total Expenditures & Other Uses** | **$ 4,109,671** | **$ 2,814,026** | **$ 3,693,744** | **$ 3,679,834** | **$ 3,659,422** | **$ 3,961,853** | **$ 4,306,731** | **$ 282,019** | **7.7%** |
| | | | | | | | | | | |
| | **Beginning Fund Balance, 1/1** | **$ 935,697** | **$ 355,734** | **$ 424,805** | **$ 1,120,909** | **$ 1,120,906** | **$ 1,080,033** | **$ 839,754** | **$ (40,876)** | **-3.6%** |
| | **Total Ending Fund Bal, 12/31** | **$ 355,734** | **$ 1,120,906** | **$ 349,610** | **$ 1,059,624** | **$ 1,080,033** | **$ 839,754** | **$ 307,655** | **$ (219,870)** | **-20.7%** |

# 401: SURFACE WATER MANAGEMENT FUND

## Expenditures by Object Summary:

| Code | Item | 2004 Actual | 2005 Actual | 2004 Adopted | 2004 Adjusted | 2004 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| *Expenditure Summary:* | | | | | | | | | | |
| 110 | Salaries & Wages | $ 953,404 | $ 1,024,888 | $ 1,089,926 | $ 1,089,926 | $ 1,089,926 | $ 1,132,617 | $ 1,178,286 | $ 42,690 | 3.9% |
| 111/1 | Temporary Help | 19,704 | 19,633 | 22,220 | 22,220 | 22,220 | 26,700 | 26,700 | 4,480 | 20.2% |
| 120 | Overtime | 7,726 | 7,248 | 12,400 | 12,400 | 11,800 | 12,400 | 12,400 | - | 0.0% |
| 200 | Benefits | 236,706 | 261,856 | 295,624 | 295,624 | 295,624 | 326,009 | 361,845 | 30,384 | 10.3% |
| 310 | Supplies | 16,971 | 19,839 | 20,925 | 20,925 | 22,050 | 25,425 | 25,425 | 4,500 | 21.5% |
| 36X | Mtc Supplies | 7,785 | 2,477 | 9,650 | 9,650 | 5,550 | 9,650 | 9,650 | - | 0.0% |
| 3XX | Other Opr Supplies | 8,726 | 8,591 | 9,595 | 9,595 | 8,625 | 9,595 | 9,595 | - | 0.0% |
| 410 | Professional Srvs | 30,971 | 29,051 | 29,877 | 48,757 | 48,757 | 29,877 | 29,877 | (18,880) | -38.7% |
| 43X | Travel & Training | 7,850 | 3,563 | 6,115 | 6,115 | 6,115 | 6,115 | 6,115 | - | 0.0% |
| 47/42X | Util & Comm | 5,505 | 6,710 | 7,200 | 7,200 | 7,250 | 7,200 | 7,200 | - | 0.0% |
| 48X | Repairs & Mtc | 199,835 | 160,527 | 197,211 | 197,211 | 197,211 | 233,211 | 236,211 | 36,000 | 18.3% |
| 497 | Association Dues | 1,411 | 1,427 | 1,707 | 1,707 | 1,450 | 1,707 | 1,707 | - | 0.0% |
| 4XX | Other Misc Exp | 10,551 | 9,480 | 12,085 | 12,085 | 10,710 | 12,085 | 12,085 | - | 0.0% |
| 51/3X | Intgvtl Srvs/Taxes | 309,324 | 308,940 | 366,345 | 366,345 | 366,345 | 366,845 | 368,445 | 500 | 0.1% |
| 7/800 | Debt Svc Princ & Int | 207,225 | 205,401 | 238,251 | 238,251 | 238,251 | 201,754 | 199,930 | (36,497) | -15.3% |
| 914/22 | DP/GAC M&O | 18,021 | 17,818 | 20,727 | 21,037 | 20,781 | 21,199 | 21,804 | 162 | 0.8% |
| 918 | GIS M&O | 27,281 | 31,216 | 40,152 | 40,152 | 40,126 | 48,196 | 50,770 | 8,044 | 20.0% |
| 920 | Tel M&O | 14,368 | 12,710 | 15,185 | 15,185 | 15,044 | 15,258 | 15,647 | 73 | 0.5% |
| 950 | Bldg M&O | 22,531 | 18,357 | 15,915 | 20,206 | 20,206 | 19,884 | 20,064 | (322) | -1.6% |
| 954 | Fleet | 48,187 | 49,279 | 50,300 | 56,667 | 57,333 | 57,470 | 57,631 | 803 | 1.4% |
| 960 | Risk | 14,823 | 7,991 | 15,163 | 17,541 | 17,506 | 17,328 | 17,328 | (213) | -1.2% |
| 990 | Mail | 2,143 | 2,192 | 2,495 | 2,495 | 2,487 | 2,487 | 2,487 | (8) | -0.3% |
| 94X | Capital Contribution | 638 | - | 310 | - | - | - | - | - | n/a |
| 900 | Replacement Reserves | 100,635 | 115,325 | 119,187 | 119,187 | 104,701 | 107,551 | 106,241 | (11,636) | -9.8% |
| 900 | Interfund Svc Pmts | 306,283 | 311,250 | 315,888 | 315,888 | 315,888 | 319,948 | 337,786 | 4,060 | 1.3% |
| *Total Opr Expend* | | $ 2,578,605 | $ 2,635,769 | $ 2,914,454 | $ 2,946,370 | $ 2,925,957 | $ 3,010,510 | $ 3,115,230 | $ 64,140 | 2.2% |
| *Capital & One-Time Funding:* | | | | | | | | | | |
| 3XX | Other Opr Supplies | - | 397 | - | - | - | - | - | - | n/a |
| 41X | Professional Srvs | - | 14,211 | - | - | - | - | - | - | n/a |
| 48X | Repairs & Mtc | 9,302 | 29,868 | - | - | - | - | - | - | n/a |
| 4XX | Other Misc Exp | - | 438 | - | - | - | - | - | - | n/a |
| 51/3X | Intgvtl/Interfund Transfers | - | 3,369 | - | 29,369 | 29,369 | - | - | (29,369) | -100.0% |
| 552 | Interfund Contributions | 1,521,764 | 129,974 | 779,290 | 704,095 | 704,096 | 951,000 | 1,190,000 | 246,905 | 35.1% |
| 900 | Interfund Svc Pmts | - | - | - | - | - | 343 | 1,502 | 343 | n/a |
| | *Total One-Time Exp* | $ 1,531,066 | $ 178,257 | $ 779,290 | $ 733,464 | $ 733,465 | $ 951,343 | $ 1,191,502 | $ 217,879 | 29.7% |
| | *Total Expenditures* | $ 4,109,671 | $ 2,814,026 | $ 3,693,744 | $ 3,679,834 | $ 3,659,422 | $ 3,961,853 | $ 4,306,732 | $ 282,019 | 7.7% |

# 402: DUMAS BAY CENTRE

## Purpose/Description:

The Dumas Bay Centre Fund was established as an Enterprise Fund to specifically account for the revenues and expenses related to the acquisition, capital improvements, maintenance and operations of the City-owned Dumas Bay Centre Facility and Knutzen Family Theatre. The intent of the fund is to recover, primarily through user charges, the costs (expenses, including depreciation) of providing services to the general public on a continuing basis.

The Dumas Bay Centre was purchased by the City during the summer of 1993. Facilities include approximately 12 acres of landscaped waterfront property, a 300+ seat performing arts facility, 78 bedrooms, a full-service kitchen and small to large meeting rooms and classrooms. Facility services include conference and retreat services, community rentals for events such as weddings and/or wedding receptions, performing arts activities, visual art gallery displays, special events, community education and recreation classes, and food services.

The Knutzen Family Theatre construction was completed in 1998. The operations are incorporated in the fund. Major funding sources include utility tax and theatre revenue.

The proposed capital budgets are $33,000 and $193,000 in 2007 and 2008, respectively, and are allocated to the following project:

| 2007 Proposed Projects | Sources (in thousands) | | Expenses (in thousands) | | | | |
|---|---|---|---|---|---|---|---|
| | Prior Years' Sources | Total Sources | Consultant Services | Construct Mgmt | Conting | Future Years Expenses | Total Expenses |
| Dumas Bay Centre Building Assessment & Upgrade | $ 33 | $ 33 | $ 30 | $ 3 | $ - | | $ 33 |
| **Total** | **$ 33** | **$ 33** | **$ 30** | **$ 3** | **$ -** | **$ -** | **$ 33** |

| 2008 Proposed Projects | Sources (in thousands) | | Expenses (in thousands) | | | | |
|---|---|---|---|---|---|---|---|
| | Prior Years' Sources | Total Resources | Consultant Services | Construct Mgmt | Conting | Future Years Expenses | Total Expenses |
| Dumas Bay Centre Building Assessment & Upgrade | $ 193 | $ 193 | $ 125 | $ 25 | $ 43 | | $ 193 |
| **Total** | **$ 193** | **$ 193** | **$ 125** | **$ 25** | **$ 43** | **$ -** | **$ 193** |

The following tables present a sources and uses summary and an expenditure by object summary of the Dumas Bay Centre Fund.

## Sources and Uses:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| | **OPERATING REVENUES** | | | | | | | | | |
| | Dumas Bay Centre | $ 490,834 | $ 443,967 | $ 517,862 | $ 517,862 | $ 473,715 | $ 494,793 | $ 505,975 | $ (23,069) | -4.5% |
| | Knutzen Family Theatre | 67,600 | 55,906 | 88,945 | 73,945 | 74,398 | 65,170 | 65,380 | (8,775) | -11.9% |
| | Interest Earnings | 7,501 | 17,347 | 6,375 | 6,375 | 6,975 | 6,575 | 6,575 | 200 | 3.1% |
| | Miscellaneous | 12,418 | 19,947 | 19,936 | 19,936 | 21,736 | 20,736 | 20,736 | 800 | 4.0% |
| | **Total Operating Revenues** | **$ 578,352** | **$ 537,167** | **$ 633,118** | **$ 618,118** | **$ 576,824** | **$ 587,274** | **$ 598,666** | **$ (30,844)** | **-5.0%** |
| | | | | | | | | | | |
| | **OPERATING EXPENSES** | | | | | | | | | |
| | Dumas Bay Centre | 484,372 | 478,294 | 533,398 | 534,628 | 453,073 | 518,363 | 530,413 | (16,265) | -3.0% |
| | Knutzen Family Theatre | 202,397 | 168,945 | 201,720 | 201,720 | 201,662 | 205,236 | 210,940 | 3,515 | 1.7% |
| | **Total Operating Expenses** | **$ 686,769** | **$ 647,240** | **$ 735,119** | **$ 736,349** | **$ 654,736** | **$ 723,599** | **$ 741,353** | **$ (12,750)** | **-1.7%** |
| | | | | | | | | | | |
| | **Rev Over/(Under) Exp** | **$ (108,417)** | **$ (110,073)** | **$ (102,001)** | **$ (118,231)** | **$ (77,912)** | **$ (136,325)** | **$ (142,687)** | **$ (18,094)** | **15.3%** |
| | | | | | | | | | | |
| | **OTHER FINANCING SOURCES** | | | | | | | | | |
| | State Grants | 4,600 | 2,500 | 391,000 | 391,000 | 390,000 | 1,000 | 1,000 | (390,000) | -99.7% |
| | Utility tax | 105,310 | 126,369 | 100,000 | 121,840 | 122,840 | 125,495 | 129,260 | 3,655 | 3.0% |
| | REET | 120,000 | - | - | - | - | - | - | - | n/a |
| | **Total Other Financing Sources** | **$ 229,910** | **$ 128,869** | **$ 491,000** | **$ 512,840** | **$ 512,840** | **$ 126,495** | **$ 130,260** | **$ (386,345)** | **-75.3%** |
| | | | | | | | | | | |
| | **OTHER FINANCING USES** | | | | | | | | | |
| | Capital Projects | 12,369 | 8,541 | 400,000 | 806,557 | 806,557 | - | - | (806,557) | -100.0% |
| | **Total Other Financing Uses** | **$ 12,369** | **$ 8,541** | **$ 400,000** | **$ 806,557** | **$ 806,557** | **$ -** | **$ -** | **$ (806,557)** | **-100.0%** |
| | | | | | | | | | | |
| | **Total Revenues & Other Sources** | **$ 808,262** | **$ 666,036** | **$ 1,124,118** | **$ 1,130,958** | **$ 1,089,664** | **$ 713,769** | **$ 728,926** | **$ (417,189)** | **-36.9%** |
| | **Total Expenses & Other Uses** | **$ 699,139** | **$ 655,780** | **$ 1,135,119** | **$ 1,542,906** | **$ 1,461,293** | **$ 723,599** | **$ 741,353** | **$ (819,307)** | **-53.1%** |
| | | | | | | | | | | |
| | **Beginning Fund Balance, 1/1** | **$ 303,274** | **$ 412,397** | **$ 14,943** | **$ 422,654** | **$ 422,654** | **$ 51,025** | **$ 41,195** | **$ (371,629)** | **-87.9%** |
| | **Ending Fund Balance, 12/31** | **$ 412,397** | **$ 422,653** | **$ 3,942** | **$ 10,706** | **$ 51,025** | **$ 41,195** | **$ 28,768** | **$ 30,489** | **n/a** |

# 402: DUMAS BAY CENTRE

## Expenditure by Object Summary:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| *Expenditure Summary:* | | | | | | | | | | |
| 110 | Salaries & Wages | $ 163,170 | $ 203,301 | $ 217,125 | $ 217,125 | $ 217,125 | $ 250,581 | $ 264,267 | $ 33,456 | 15.4% |
| 111/1 | Temporary Help | 40,371 | 61,093 | 41,213 | 41,213 | 51,213 | 52,722 | 54,080 | 11,509 | 27.9% |
| 120 | Overtime | 388 | - | 150 | 150 | - | 150 | 150 | - | 0.0% |
| 200 | Benefits | 45,634 | 50,480 | 53,360 | 53,360 | 53,360 | 68,876 | 78,153 | 15,516 | 29.1% |
| 310 | Supplies | 12,796 | 50,110 | 14,250 | 14,250 | 81,250 | 81,913 | 81,887 | 67,663 | 474.8% |
| 36X | Mtc Supplies | - | - | 200 | 200 | 200 | 200 | 200 | - | 0.0% |
| 3XX | Other Opr Supplies | 333 | 4,828 | 5,500 | 5,500 | 6,750 | 7,050 | 6,050 | 1,550 | 28.2% |
| 410 | Professional Srvs | 288,930 | 140,362 | 232,800 | 230,800 | 86,000 | 97,000 | 93,000 | (133,800) | -58.0% |
| 43X | Travel & Training | 2,324 | 2,186 | 2,530 | 2,530 | 2,050 | 2,700 | 2,700 | 170 | 6.7% |
| 47/42X | Util & Comm | 45,710 | 49,105 | 53,950 | 53,950 | 53,600 | 54,950 | 55,050 | 1,000 | 1.9% |
| 48X | Repairs & Mtc | 16,006 | 25,206 | 36,900 | 36,900 | 22,900 | 28,900 | 26,145 | (8,000) | -21.7% |
| 497 | Association Dues | - | 100 | 250 | 250 | 250 | 250 | 250 | - | 0.0% |
| 4XX | Other Misc Exp | 10,420 | 12,752 | 17,550 | 17,550 | 16,850 | 15,350 | 15,350 | (2,200) | -12.5% |
| 51/3X | Intgvtl Srvs/Taxes | 8,754 | (2,097) | 2,200 | 2,200 | 4,800 | 2,200 | 2,200 | - | 0.0% |
| 561 | Resid Equity Trsfr | - | - | - | - | - | - | - | - | n/a |
| 600 | Capital Outlays | - | - | 1,000 | 1,000 | - | 1,000 | 1,000 | - | 0.0% |
| 914/22 | DP/GAC M&O | 9,043 | 10,770 | 10,400 | 12,672 | 12,518 | 12,769 | 13,133 | 97 | 0.8% |
| 918 | GIS M&O | 1,337 | 1,530 | 1,968 | 1,968 | 1,967 | 2,363 | 2,489 | 395 | 20.1% |
| 920 | Tel M&O | 13,432 | 11,882 | 14,196 | 14,196 | 14,064 | 14,264 | 14,628 | 68 | 0.5% |
| 960 | Risk | 7,667 | 4,133 | 7,843 | 9,073 | 9,055 | 8,963 | 8,963 | (110) | -1.2% |
| 990 | Mail | 886 | 907 | 1,032 | 1,032 | 1,028 | 1,028 | 1,028 | (4) | -0.4% |
| 94X | Capital Contributions | 354 | - | 272 | - | - | - | - | - | n/a |
| 900 | Replacement Reserves | 4,624 | 5,767 | 5,383 | 5,383 | 4,709 | 4,892 | 4,225 | (491) | -9.1% |
| 900 | Interfund Svc Pmts | 14,589 | 14,825 | 15,046 | 15,046 | 15,046 | 15,478 | 16,405 | 432 | 2.9% |
| ***Total Opr Expend*** | | $ 686,769 | $ 647,240 | $ 735,119 | $ 736,349 | $ 654,736 | $ 723,599 | $ 741,353 | $ (12,750) | -1.7% |
| ***Capital & One-Time Funding:*** | | | | | | | | | | |
| 3XX | Other Opr Supplies | 414 | - | - | - | - | - | - | - | n/a |
| 41X | Professional Srvs | - | 3,101 | 400,000 | 400,000 | 400,000 | - | - | (400,000) | -100.0% |
| 48X | Repairs & Mtc | 10,443 | - | - | - | - | - | - | - | n/a |
| 600 | Capital Outlays | - | 5,440 | - | 406,557 | 406,557 | - | - | (406,557) | -100.0% |
| 900 | Interfund Svc Pmts | 1,512 | - | - | - | - | - | - | - | n/a |
| | ***Total One-Time Exp*** | $ 12,369 | $ 8,541 | $ 400,000 | $ 806,557 | $ 806,557 | $ - | $ - | $ (806,557) | -100.0% |
| | ***Total Expenditures*** | $ 699,139 | $ 655,780 | $ 1,135,119 | $ 1,542,906 | $ 1,461,293 | $ 723,599 | $ 741,353 | $ (819,307) | -53.1% |

# 501: RISK MANAGEMENT FUND

## Purpose/Description:

The Risk Management Fund was established to account for the financial administration of the City's comprehensive risk management/self-insurance program. This Fund assures that the revenues and assets of the City are protected through an established risk control and risk finance program including risk management goals and objectives, a formalized risk assessment process and methodology for reviewing and monitoring of the effectiveness of the risk management program.

Risk management functions include unemployment compensation; property, casualty and general liability; and similar functions. Risk management also provides departments with information and assistance about recommended insurance requirements for various City contracts. Through the safety program, information is provided on how to reduce the risk of injury to employees, the general public and to City owned and leased property. This Fund is funded primarily through user charges allocated to the operating funds based upon the number of budgeted staff, and auto and property premiums.

## Sources and Uses:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| | **REVENUES & OTHER SOURCES** | | | | | | | | | |
| 365/6 | Internal Srvc Chgs | $ 652,942 | $ 402,523 | $ 580,444 | $ 635,844 | $ 635,844 | $ 656,367 | $ 663,356 | $ 20,523 | n/a |
| 361/3 | Misc Revenue | 59,582 | 509,404 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | $ - | 0.0% |
| | **Total Revenues & Other Sources** | **$ 712,524** | **$ 911,927** | **$ 605,444** | **$ 660,844** | **$ 660,844** | **$ 681,367** | **$ 688,356** | **$ 20,523** | **3.1%** |
| | | | | | | | | | | |
| | **EXPENSES & OTHER USES** | | | | | | | | | |
| 200 | Benefits | 75,588 | 53,756 | 224,825 | 224,825 | 224,825 | 224,825 | 224,825 | - | -1.3% |
| 3XX | Other Opr Supplies | 98 | 304 | - | - | - | - | - | - | n/a |
| 41X | Professional Services | - | - | 4,069 | 4,069 | 4,069 | - | - | (4,069) | -100.0% |
| 43X | Travel & Training | - | - | 300 | 300 | 300 | 850 | 850 | 550 | 183.3% |
| 48X | Repairs & Mtc | 1,390 | - | - | - | - | - | - | - | n/a |
| 497 | Association Dues | 410 | 100 | 450 | 450 | 450 | 450 | 450 | - | 0.0% |
| 4XX | Other Misc Exp | 498,852 | 382,965 | 350,800 | 435,246 | 435,846 | 430,242 | 437,231 | (5,004) | -1.1% |
| | **Total Opr Expend** | **$ 576,338** | **$ 437,125** | **$ 580,444** | **$ 664,890** | **$ 665,490** | **$ 656,367** | **$ 663,356** | **$ (8,523)** | **-1.3%** |
| | | | | | | | | | | |
| | **Rev Over/(Under) Exp** | **$ 136,187** | **$ 474,802** | **$ 25,000** | **$ (4,046)** | **$ (4,646)** | **$ 25,000** | **$ 25,000** | **$ 29,046** | **-717.9%** |
| | | | | | | | | | | |
| | **Total Revenues & Other Sources** | **$ 712,524** | **$ 911,927** | **$ 605,444** | **$ 660,844** | **$ 660,844** | **$ 681,367** | **$ 688,356** | **$ 20,523** | **3.1%** |
| | **Total Expenses & Other Uses** | **$ 576,338** | **$ 437,125** | **$ 580,444** | **$ 664,890** | **$ 665,490** | **$ 656,367** | **$ 663,356** | **$ (8,523)** | **-1.3%** |
| | | | | | | | | | | |
| | **Beginning Retained Earnings, 1/1** | **$ 4,014,558** | **$ 4,150,745** | **$ 4,064,139** | **$ 4,625,547** | **$ 4,625,547** | **$ 4,620,901** | **$ 4,645,901** | **$ (4,646)** | **-0.1%** |
| | **Ending Retained Earnings, 12/31** | **$ 4,150,745** | **$ 4,625,547** | **$ 4,089,139** | **$ 4,621,501** | **$ 4,620,901** | **$ 4,645,901** | **$ 4,670,901** | **$ 24,400** | **0.5%** |

# 502: INFORMATION TECHNOLOGY FUND

## Purpose/Description:

The Information Technology Fund was established to account for all costs and services (study, design, purchase, implement, training, support, upgrade and replacement) associated with the City's information technology (PC, WKS, LAN, WAN, phone, radio, hardware and software). This fund also supports systems and provides services for: the City's Geographical Information Systems (GIS) needs (data collection and maintenance, map productions, data analysis, and development of user friendly GIS applications); World Wide Web (WWW) presence and services such as Internet, Intranet, File Transfer Protocol (FTP), and Simple Mail Transfer Protocol (SMTP); City's electronic Document Management Imaging and Archiving Systems (DMS) implementation and coordination; City's TV broadcast channel programming, systems maintenance and broadcasting (FWTV 21); and cable franchise agreements monitoring and cable customers complaint and service needs.

Information Technology costs are allocated to departments and/or programs based on usage. Replacement reserve charges associated with Information Technology are accumulated based on depreciation schedules, with charges effective in the year following acquisition.

## Sources and Uses:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| | **REVENUES & OTHER SOURCES** | | | | | | | | | |
| 348 | User Charges - M&O | $ 1,077,755 | $ 1,334,034 | $ 1,235,663 | $ 1,310,163 | $ 1,298,163 | $ 1,534,102 | $ 1,631,597 | $ 223,939 | 17.1% |
| 348 | User Charges - Replacement Reserves | 419,996 | 405,147 | 288,774 | 293,574 | 326,648 | 365,802 | 356,761 | 72,228 | 24.6% |
| 361 | Interest Earnings/Misc | 44,398 | 85,383 | 37,000 | 37,000 | 37,000 | 37,000 | 37,000 | - | 0.0% |
| 365 | Capital Contribution | 119,121 | 46,674 | 6,000 | 160,376 | 160,376 | 145,926 | 57,000 | (14,450) | -9.0% |
| | **Total Revenues & Other Sources** | **$ 1,661,271** | **$ 1,871,239** | **$ 1,567,437** | **$ 1,801,113** | **$ 1,822,187** | **$ 2,082,830** | **$ 2,082,358** | **$ 281,717** | **15.6%** |
| | **EXPENSES & OTHER USES** | | | | | | | | | |
| 110 | Salaries & Wages | 488,803 | 484,708 | 515,559 | 515,559 | 515,559 | 649,910 | 692,347 | 134,351 | 26.1% |
| 111/1 | Temporary Help | 43,344 | 87,846 | 26,000 | 66,000 | 66,000 | 1,000 | 1,000 | (65,000) | -98.5% |
| 120 | Overtime | 6,631 | 9,101 | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 | - | 0.0% |
| 200 | Benefits | 106,044 | 111,513 | 127,526 | 127,526 | 127,526 | 183,203 | 210,987 | 55,676 | 43.7% |
| 31X | Supplies | 31,193 | 23,370 | 31,123 | 31,123 | 31,123 | 30,223 | 30,223 | (900) | -2.9% |
| 3XX | Other Opr Supplies | 20,240 | 26,360 | 21,377 | 42,377 | 42,377 | 100,733 | 28,377 | 58,356 | 137.7% |
| 41X | Professional Svcs | 167,763 | 238,315 | 210,231 | 263,753 | 263,753 | 326,414 | 354,068 | 62,661 | 23.8% |
| 43X | Travel & Training | 5,856 | 3,144 | 5,672 | 5,672 | 5,672 | 7,472 | 8,072 | 1,800 | 31.7% |
| 42/47 | Util and Comm | 133,255 | 135,004 | 177,915 | 177,915 | 177,915 | 193,413 | 200,026 | 15,498 | 8.7% |
| 48X | Repairs & Mtc | 29,191 | 28,381 | 49,625 | 49,625 | 49,625 | 56,625 | 56,625 | 7,000 | 14.1% |
| 497 | Association Dues | 400 | 400 | 450 | 450 | 450 | 450 | 450 | - | 0.0% |
| 4XX | Other Misc Exp | 90 | 5,283 | 100 | 100 | 100 | 100 | 100 | - | 0.0% |
| 51/3X | Intgvtl Srvs/Taxes | 89,345 | 78,106 | 83,585 | 83,585 | 83,585 | 96,585 | 96,585 | 13,000 | 15.6% |
| 600 | Capital Outlays | 357,998 | 420,273 | 231,598 | 460,274 | 404,874 | 382,670 | 443,500 | (77,604) | -16.9% |
| | **Total Expenses & Other Uses** | **$ 1,480,152** | **$ 1,651,803** | **$ 1,482,261** | **$ 1,825,459** | **$ 1,770,059** | **$ 2,030,298** | **$ 2,123,860** | **$ 204,838** | **11.2%** |
| | **Rev Over/(Under) Exp** | **$ 181,119** | **$ 219,435** | **$ 85,176** | **$ (24,346)** | **$ 52,128** | **$ 52,532** | **$ (41,502)** | **$ 76,879** | **-315.8%** |
| | **Total Revenues & Other Sources** | **$ 1,661,271** | **$ 1,871,239** | **$ 1,567,437** | **$ 1,801,113** | **$ 1,822,187** | **$ 2,082,830** | **$ 2,082,358** | **$ 281,717** | **15.6%** |
| | **Total Expenses & Other Uses** | **$ 1,480,152** | **$ 1,651,803** | **$ 1,482,261** | **$ 1,825,459** | **$ 1,770,059** | **$ 2,030,298** | **$ 2,123,860** | **$ 204,838** | **11.2%** |
| | **Beginning Retained Earnings, 1/1** | **$ 1,876,477** | **$ 2,057,595** | **$ 1,642,155** | **$ 2,259,711** | **$ 2,277,031** | **$ 2,329,158** | **$ 2,381,691** | **$ 69,447** | **3.1%** |
| | **Ending Retained Earnings, 12/31** | **$ 2,057,595** | **$ 2,277,031** | **$ 1,727,331** | **$ 2,235,365** | **$ 2,329,158** | **$ 2,381,691** | **$ 2,340,189** | **$ 146,326** | **6.5%** |

# 503: MAIL AND DUPLICATION SERVICES FUND

## Purpose/Description:

The Mail and Duplication Fund was established to account for duplication and postage for all City departments. All costs associated with providing these services, including the accumulation of replacement reserves, shall be a cost of this Fund. Mail and duplication user charges are allocated to the operating funds based on copier and postage usage.

## Sources and Uses:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| | REVENUES & OTHER SOURCES | | | | | | | | | |
| 348 | User Charges - M&O | $ 137,022 | $ 115,760 | $ 131,770 | $ 131,770 | $ 131,770 | $ 135,961 | $ 138,356 | $ 4,191 | 3.2% |
| 348 | User Charges - Replacement Reserves | 41,746 | 43,276 | 43,733 | 43,733 | 44,172 | 52,879 | 53,589 | 9,146 | 20.9% |
| 361 | Interest Earnings | 2,948 | 6,811 | 2,100 | 2,100 | 2,100 | 2,100 | 2,100 | - | 0.0% |
| | **Total Revenues & Other Sources** | **$ 181,716** | **$ 165,847** | **$ 177,603** | **$ 177,603** | **$ 178,042** | **$ 190,940** | **$ 194,045** | **$ 13,337** | **7.5%** |
| | | | | | | | | | | |
| | EXPENSES & OTHER USES | | | | | | | | | |
| 31X | Supplies | 20,206 | 21,269 | 22,935 | 22,935 | 22,935 | 22,935 | 22,935 | - | 0.0% |
| 42/47 | Communications | 69,096 | 69,652 | 66,635 | 66,635 | 66,635 | 73,826 | 76,221 | 7,191 | 10.8% |
| 48X | Repairs & Mtc | 19,024 | 20,359 | 40,600 | 40,600 | 40,600 | 37,600 | 37,600 | (3,000) | -7.4% |
| 4XX | Other Misc Exp | 30,700 | 11,290 | 3,700 | 3,700 | 3,700 | 3,700 | 3,700 | - | 0.0% |
| 600 | Capital Outlays | 26,591 | 55,877 | 38,000 | 38,000 | 38,000 | - | - | (38,000) | -100.0% |
| | **Total Expenses & Other Uses** | **$ 165,616** | **$ 178,448** | **$ 171,870** | **$ 171,870** | **$ 171,870** | **$ 138,061** | **$ 140,456** | **$ (33,809)** | **-19.7%** |
| | | | | | | | | | | |
| | **Rev Over/(Under) Exp** | **$ 16,100** | **$ (12,601)** | **$ 5,733** | **$ 5,733** | **$ 6,172** | **$ 52,879** | **$ 53,589** | **$ 47,146** | **822.4%** |
| | | | | | | | | | | |
| | **Total Revenues & Other Sources** | **$ 181,716** | **$ 165,847** | **$ 177,603** | **$ 177,603** | **$ 178,042** | **$ 190,940** | **$ 194,045** | **$ 13,337** | **7.5%** |
| | **Total Expenses & Other Uses** | **$ 165,616** | **$ 178,448** | **$ 171,870** | **$ 171,870** | **$ 171,870** | **$ 138,061** | **$ 140,456** | **$ (33,809)** | **-19.7%** |
| | | | | | | | | | | |
| | **Beginning Retained Earnings,1/1** | **$ 162,878** | **$ 178,978** | **$ 105,234** | **$ 166,378** | **$ 166,378** | **$ 172,550** | **$ 225,429** | **$ 6,172** | **3.7%** |
| | **Ending Retained Earnings, 12/31** | **$ 178,978** | **$ 166,378** | **$ 110,967** | **$ 172,111** | **$ 172,550** | **$ 225,429** | **$ 279,018** | **$ 53,318** | **31.0%** |

# 504: FLEET AND EQUIPMENT FUND

## Purpose/Description:

The Fleet and Equipment Fund was established to account for all costs associated with operating, maintaining and replacing the City's non-proprietary owned vehicles and other motorized equipment. This Fund shall own and depreciate all non-proprietary fund assets of this nature. Fleet and equipment user charges are allocated to the operating funds based on insurance premiums, gasoline usage, and repairs and maintenance history.

## Sources and Uses:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| | **REVENUES & OTHER SOURCES** | | | | | | | | | |
| 348 | User Charges - M&O | $ 574,419 | $ 536,158 | $ 544,981 | $ 675,227 | $ 681,427 | $ 667,246 | $ 676,616 | $ (7,981) | -1.2% |
| 348 | User Charges - Replace Rsvs | 669,150 | 553,875 | 587,474 | 611,849 | 616,884 | 676,820 | 724,786 | 64,971 | 10.6% |
| 36X | Interest/Miscellaneous | 57,930 | 89,066 | 24,000 | 82,146 | 82,146 | 24,000 | 24,000 | (58,146) | -70.8% |
| 365 | Capital Contribution | 26,015 | 99,967 | - | 42,241 | 42,241 | 196,174 | - | 153,933 | 364.4% |
| | **Total Revenues & Other Sources** | **$ 1,327,515** | **$ 1,279,066** | **$ 1,156,455** | **$ 1,411,463** | **$ 1,422,698** | **$ 1,564,240** | **$ 1,425,402** | **$ 152,777** | **10.8%** |
| | | | | | | | | | | |
| | **EXPENSES & OTHER USES** | | | | | | | | | |
| 110 | Salaries & Wages | 32,137 | 29,171 | 26,601 | 26,601 | 26,601 | 27,168 | 27,984 | 567 | 2.1% |
| 200 | Benefits | 6,174 | 6,344 | 6,251 | 6,251 | 6,251 | 7,203 | 8,182 | 952 | 15.2% |
| 31X | Supplies | 27,588 | 21,842 | 23,100 | 23,100 | 23,100 | 23,100 | 23,100 | - | 0.0% |
| 3XX | Other Opr Supplies | 238,874 | 272,623 | 232,750 | 305,950 | 305,950 | 303,150 | 303,150 | (2,800) | -0.9% |
| 48X | Repairs & Mtc | 262,022 | 238,638 | 231,219 | 244,245 | 244,245 | 263,965 | 269,740 | 19,720 | 8.1% |
| 51/3X | Intgvtl Srvs/Taxes | 310 | 98 | 350 | 39,570 | 39,570 | 350 | 350 | (39,220) | -99.1% |
| 552 | Interfund Contributions | 13,107 | 8,000 | - | - | - | 3,746 | - | 3,746 | n/a |
| 600 | Capital Outlays | 480,208 | 664,567 | 399,790 | 586,279 | 586,279 | 600,667 | 179,667 | 14,388 | 2.5% |
| 960 | Risk | 65,241 | 49,273 | 48,710 | 52,910 | 59,710 | 66,310 | 68,110 | 13,400 | 25.3% |
| 900 | Replacement Reserves | - | - | - | 1,200 | - | - | - | (1,200) | -100.0% |
| | **Total Expenses & Other Uses** | **$ 1,125,662** | **$ 1,290,556** | **$ 968,771** | **$ 1,286,106** | **$ 1,291,706** | **$ 1,295,659** | **$ 880,283** | **$ 9,553** | **0.7%** |
| | | | | | | | | | | |
| | **Rev Over/(Under) Exp** | **$ 201,853** | **$ (11,490)** | **$ 187,684** | **$ 125,357** | **$ 130,992** | **$ 268,581** | **$ 545,119** | **$ 143,224** | **114.3%** |
| | | | | | | | | | | |
| | **Total Revenues & Other Sources** | **$ 1,327,515** | **$ 1,279,066** | **$ 1,156,455** | **$ 1,411,463** | **$ 1,422,698** | **$ 1,564,240** | **$ 1,425,402** | **$ 152,777** | **10.8%** |
| | **Total Expenses & Other Uses** | **$ 1,125,662** | **$ 1,290,556** | **$ 968,771** | **$ 1,286,106** | **$ 1,291,706** | **$ 1,295,659** | **$ 880,283** | **$ 9,553** | **0.7%** |
| | | | | | | | | | | |
| | **Begin Retained Earnings, 1/1** | **$ 2,248,095** | **$ 2,449,948** | **$ 2,342,414** | **$ 2,438,459** | **$ 2,438,458** | **$ 2,569,449** | **$ 2,838,030** | **$ 130,990** | **5.4%** |
| | **End Retained Earnings, 12/31** | **$ 2,449,948** | **$ 2,438,458** | **$ 2,530,098** | **$ 2,563,816** | **$ 2,569,449** | **$ 2,838,030** | **$ 3,383,149** | **$ 274,214** | **10.7%** |

# 505: BUILDING AND FURNISHINGS FUND

## Purpose/Description:

The Building and Furnishings Fund was established to account for all costs associated with the maintenance and operation of City Hall, Evidence Building, Klahanee Lake Community/Senior Center, and Steel Lake Maintenance. Maintenance/operation costs and replacement reserves are charged to this fund which are funded primarily through user fees allocated to the operating funds based upon the number of staff assigned to the facility.

## Sources and Uses:

| Code | Item | 2004 Actual | 2005 Actual | 2006 Adopted | 2006 Adjusted | 2006 Year-end | 2007 Adopted | 2008 Adopted | 07 Adopt - 06 Adj $ Chg | 07 Adopt - 06 Adj % Chg |
|---|---|---|---|---|---|---|---|---|---|---|
| | **REVENUES & OTHER SOURCES** | | | | | | | | | |
| 348 | User Charges - M&O | $ 332,267 | $ 430,818 | $ 373,456 | $ 523,456 | $ 523,456 | $ 438,522 | $ 441,110 | $ (84,934) | -16.2% |
| 348 | User Charges - Replacement Reserves | 53,270 | 87,294 | 53,271 | 53,271 | 88,604 | 84,832 | 82,178 | 31,561 | 59.2% |
| 361 | Interest Earnings | 1,656 | 3,883 | 1,200 | 1,200 | 1,200 | 1,200 | 1,200 | - | 0.0% |
| 36X | Miscellaneous | 11,440 | 14,230 | - | - | - | - | - | - | n/a |
| 387 | Transfer In/Capital Contribution | 21,347 | 100,000 | - | - | - | 18,900 | - | 18,900 | n/a |
| | **Total Revenues & Other Sources** | **$ 419,980** | **$ 636,226** | **$ 427,927** | **$ 577,927** | **$ 613,260** | **$ 543,454** | **$ 524,488** | **$ (34,473)** | **-6.0%** |
| | | | | | | | | | | |
| | **EXPENSES & OTHER USES** | | | | | | | | | |
| 110 | Salaries & Wages | 11,424 | 22,600 | 23,484 | 23,484 | 23,484 | 23,902 | 24,619 | 418 | 1.8% |
| 111/1 | Temporary Help | - | 3,762 | - | - | - | - | - | - | n/a |
| 120 | Overtime | - | 707 | - | - | - | - | - | - | n/a |
| 200 | Benefits | 1,963 | 7,624 | 5,236 | 5,236 | 5,236 | 16,530 | 18,026 | 11,294 | 215.7% |
| 31X | Supplies | 22,356 | 21,611 | 23,664 | 23,664 | 23,664 | 20,964 | 20,964 | (2,700) | -11.4% |
| 36X | Mtc Supplies | 581 | 1,440 | 2,560 | 2,560 | 2,560 | 2,560 | 2,560 | - | 0.0% |
| 3XX | Other Opr Supplies | 195 | 5,859 | 520 | 520 | 520 | 520 | 520 | - | 0.0% |
| 41X | Professional Srvs | 70,668 | 86,369 | 115,146 | 115,146 | 115,146 | 95,374 | 95,330 | (19,772) | -17.2% |
| 47/42X | Util & Comm | 138,247 | 207,997 | 134,730 | 209,730 | 209,730 | 191,660 | 191,660 | (18,070) | -8.6% |
| 48X | Repairs & Mtc | 45,798 | 72,946 | 63,315 | 138,315 | 138,315 | 79,440 | 79,815 | (58,875) | -42.6% |
| 497 | Association Dues | 235 | 405 | - | - | - | - | - | - | n/a |
| 4XX | Other Misc Exp | 56,354 | 13,105 | 6,000 | 6,000 | 6,000 | - | - | (6,000) | -100.0% |
| 51/3X | Intgvtl Srvs/Taxes | 5,780 | 4,507 | - | - | - | - | - | - | n/a |
| 600 | Capital Outlays | 12,629 | - | - | 100,000 | 100,000 | 23,900 | - | (76,100) | -76.1% |
| | **Total Expenses & Other Uses** | **$ 366,231** | **$ 448,931** | **$ 374,655** | **$ 624,655** | **$ 624,655** | **$ 454,850** | **$ 433,494** | **$ (169,805)** | **-27.2%** |
| | | | | | | | | | | |
| | **Rev Over/(Under) Exp** | **$ 53,748** | **$ 187,294** | **$ 53,272** | **$ (46,728)** | **$ (11,395)** | **$ 88,604** | **$ 90,994** | **$ 135,332** | **-289.6%** |
| | | | | | | | | | | |
| | **Total Revenues & Other Sources** | **$ 419,980** | **$ 636,226** | **$ 427,927** | **$ 577,927** | **$ 613,260** | **$ 543,454** | **$ 524,488** | **$ (34,473)** | **-6.0%** |
| | **Total Expenses & Other Uses** | **$ 366,231** | **$ 448,931** | **$ 374,655** | **$ 624,655** | **$ 624,655** | **$ 454,850** | **$ 433,494** | **$ (169,805)** | **-27.2%** |
| | | | | | | | | | | |
| | **Beginning Retained Earnings, 1/1** | **$ 55,516** | **$ 109,264** | **$ 162,057** | **$ 296,558** | **$ 296,558** | **$ 285,163** | **$ 373,767** | **$ (11,395)** | **-3.8%** |
| | **Ending Retained Earnings, 12/31** | **$ 109,264** | **$ 296,558** | **$ 215,329** | **$ 249,830** | **$ 285,163** | **$ 373,767** | **$ 464,761** | **$ 123,937** | **49.6%** |

CITY OF
Federal Way

## I. OVERVIEW

### *CIP Programs*

The Federal Way CIP projects are organized into four program areas: Transportation System; Parks System; Community and Municipal Facilities; and Surface Water Management System.

### Definition

The City defines a CIP Project to be any project that possesses all of the following characteristics:

- Exceeds an estimated cost of $25,000,
- Involves new physical construction, reconstruction, replacement of an existing system or acquisition of land or structures, and
- Is funded by the City, in whole or in part, or involves no City funds but is the City's responsibility for implementation, such as a 100% grant-funded project.

The project budget is an estimate of the resources required to take a project from beginning to completion. The continuation of fully funded projects while affects the work load, are not repeated in the Plan document.

### Maintenance and Operating Impact

In addition to providing estimated capital costs, staff is also required to assess estimated maintenance and operating expenditures. It is the City's policy that Capital Projects will not be funded without the funding for on going M&O also being identified. M&O costs are incorporated into operating budget when the construction funding is approved and the implementation of the project is ascertained.

## II. CAPITAL FINANCING SOURCES

Federal Way relies on a variety of sources for financing capital investments.

1. *General Fund Savings* –The savings occur when revenue collection exceeds budget projection and/or city expenditures are less than the amount budgeted. Based on the tight operating budget projected over the next six years, we do not anticipate any substantial amount from this source.

2. *Voter-Approved Bonds* – This is an important mechanism to finance capital investments for all government entities. With super majority voter approval, Washington cities could levy additional property tax for capital purposes. The City has $89 million in non-voted bond capacity (which does not provide new revenue to pay for the bonds); $73 million in voter-approved general purpose bond capacity; and $181 million in voter- approved open space and park bond capacity as of December 31, 2006.

   Because the super-majority voter approval is difficult to obtain, only those projects with high level of community support would have a chance been funded with this source.

3. *Utility Tax* – The City levies a 6% utility tax to fund the Capital Investment Plan projects and associated M&O, and General Fund ongoing operations. In November 2007, voters approved a 1.75% increase for Proposition 1 bringing the total utility tax rate to 7.75%. The 7.75% utility taxes are currently allocated as follows:

   - Police and Community Safety Improvement Voter Package - $1.84M in 2007 and $2.55M in 2008.
   - General Fund Operations Gap - $1.23M in 2007 and $1.76M in 2008
   - Public Safety - $700K in 2007 and $728K in 2008
   - Arts, Community Events & Cultural Services - $106K in 2007 and $108K in 2008
   - Camp Kilworth M&O - $106K in 2007 and $110K in 2008
   - Celebration Park M&O - $256K in 2007 and $266K in 2008
   - Streets/Traffic M&O - $376K in 2007 and $438K in 2008
   - Knutzen Family Theatre Operations - $125K in 2007 and $129K in 2008
   - New Parks M&O - $59K in 2007 and $62K in 2008
   - Community Center Debt Service and M&O - $1.41M in 2007 and $1.44M in 2008
   - Transportation CIP - $1.4M each year
   - Overlays - $1.4M each year
   - '97 GO Bond Debt Service - $430K each year
   - City Center - $500K each year
   - Pay-off new City Hall Mortgage - $1.1M in 2007

4. *REET* – The City receives a 0.5% Real Estate Excise Tax from real estate transactions in the city. This revenue is restricted by law and can only be used for capital projects that are identified in the city's Capital Investment Plan.

   Currently REET revenue is budgeted at $2.8 million a year, of which approximately $430k is needed to meet annual debt service of past capital projects, and $70k for cash management and fiscal agent cost, which leaves $1.3 million a year available for other capital project needs.

   REET is currently allocated as follows:

   - Regular Debt Service - $669K in 2007 and $225K in 2008

- Early Debt Retirement - $1.1M in 2007
- Transportation CIP - $1.1M each year
- Parks CIP - $1.05M in 2007 and $344K in 2007
- Parks CIP, Pending Grant - $600K n 2007
- Administration - $63K each year

5. *Grants* –Federal Way is very actively pursuing grants and has been successful in many. These include grants from federal, state, county level, and other public/private donations. As a result, grants are the single largest capital funding source over the past 10 years and are expected to contribute up to 43% of future capital investments. The majority of these anticipated grants are for transportation projects that improve the capacity or traffic flow of major corridors in the region. To a lesser degree, grants are also available for parks, facility improvements, and surface water projects.

6. *Mitigation/Impact Fee* –The City currently collects impact fees based on the State Environmental Protection Act (SEPA) for transportation, parks, and surface water management systems. This revenue source is collected and restricted for specific areas to mitigate the cumulative impacts of new growth and development in the City. The City is considering changing the impact fee for transportation and parks based on the Growth Management Act (GMA). This would allow better predictability to developers in development costs and more flexibility for the City on the location and types of projects that can be funded by the fees collected.

   The mitigation fee has not contributed significantly in past capital investments.

7. *User Fee* – This revenue source is defined as a payment of a fee for receiving public services by the person benefiting from those services. Currently only the Surface Water Utility generates sufficient user fees to support its capital program needs.

## III. PLANNED INVESTMENTS

The projected investment programs for the next six years total $232.2 million, consists of: $150.0 million in transportation projects, $31.8 million in Parks Projects, $11.5 million in Surface Water projects, and nearly $38.9 million in desired community amenities in the Community Facilities Plan. It is important to note that while the community facilities are shown in the six-year plan, there is no set timeline or adopted funding sources for these projects.

### *Project Prioritization*

With limited existing revenue streams, the City Council established the following funding priorities for these projects.

The top priority is given to those projects leverage local resources with substantial grants.

Under this priority, the transportation projects are further refined by those projects required in the near future to meet the mandate of the Growth Management Act (Priority 1 projects), or those projects will be needed to meet the mandate in the future (priority 2 projects). Priority 3 transportation projects are those local projects that do not compete well for regional and federal grants.

Leveraging local fund is also the top priority for parks/open space projects. Following this priority, priority 2 is given to neighborhood parks, and priority 3 is for large, community wide or regional parks.

As mentioned earlier, Facilities projects are not prioritized. Surface Water projects are prioritized primarily by the importance of the project to insure property and community safety.

## IV. 2007-2008 FUNDING RECOMMENDATION

The Adopted Capital Funding Plan totals $53 million in 07/08 with city's portion of project costs at $14.9 million.

a. *$9.8 Million Transportation projects*. Implement the $41.3 million in transportation improvements over the next two years by providing over $9.8 million in City Capital Funds ($5.6 million from utility tax, $2.2 million from REET, and $2 million from gas tax) combined with over $25 million in grants and $8 million in mitigation and prior year funding. This will include but no limited to $21 million for Phase 3 of SR 99 improvements and $4 million for the asphalt overlay program.

b. *$1.3 million in Parks Projects.* $6.4 million will be invested in Parks/Facilities improvements by using $1.3 million in City funds (REET) combined with $2.5 million in anticipated grants and $2.5 million in prior year funding. The key projects to be implemented in 2007/08 are the West Hylebos Boardwalk, the Saghalie Park artificial turn conversion, and completion of the Camp Kilworth acquisition as well as necessary improvements and master planning for conversion to a City park. In addition to these major park improvements, the annual playground replacement program will increase from one to two playgrounds per year; creating neighborhood gathering places; and begin planning for a city-wide trail and pedestrian access system that would result in a connected trail network throughout the City.

c. *$3.8 million in Surface Water Management Projects.* Continue the SWM System Improvement Program by transferring an additional $2.1 million in SWM fees to capital programs. Adopted projects include, but are not limited to, the Hylebos Creek Bridge replacement and SW 332nd Street/26th Avenue SW Trunk Replacement Project. All SWM system projects are fully funded by grants and user fees.

# 2007/08 Adopted Capital Improvement Projects

| Fund | Project | 2007 | 2008 |
|---|---|---|---|
| **301 - Downtown Redevelopment** | | | |
| | Downtown Redevelopment | $ 500,000 | $ 500,000 |
| | **Subtotal** | **500,000** | **500,000** |
| **303 - Parks** | | | |
| | Annual Playground Repair & Replacement Program | 134,000 | 134,000 |
| | Camp Kilworth - Acquisition and Site Improvement | 1,550,000 | 1,100,000 |
| | Downtown Public Space and Pedestrian Connection | 100,000 | - |
| | Major Maintenance - Parks Facilities | 110,000 | 110,000 |
| | Planning | 39,000 | - |
| | Sacajawea Park Design and Redevelopment | 415,000 | - |
| | Saghalie Park Scoocer Field - Artifical Turf Upgrade | 920,000 | - |
| | Trail and Pedestrian Access Improvement | 40,000 | 130,000 |
| | West Hylebos Wetlands Park Boardwalk Replacement | 1,365,000 | - |
| | Community Gathering Spaces/Small CIP | - | 37,000 |
| | **Subtotal** | **4,673,000** | **1,511,000** |
| **304 - Surface Water Management** | | | |
| | Small CIP - Annual Program | 200,000 | 207,000 |
| | East Branch Lakota Creek Channel Restoration | 50,000 | - |
| | Lake Jeane Outlet Control Structure | 430,000 | - |
| | SW 332nd St (26th Ave SW) Trunk Replacement | 715,000 | - |
| | Mirror Basin Detention Pond - East 15" Lateral/Detention | 200,000 | - |
| | South 373rd St Hylebos Creek Bridge Replacement | 660,000 | - |
| | SR99 Phase III Roadway Improvements | 150,000 | - |
| | Lake Lorene Outlet Control Structure | 95,000 | 295,000 |
| | Outlet Channel Modification | 50,000 | 130,000 |
| | 10th Ave South Drainage Improvements | 55,000 | 375,000 |
| | South 336th & 34th Ave South Drainage Improvements | - | 25,000 |
| | South 308th St Lateral Drainage Interceptor | - | 60,000 |
| | 1st Way South Trunk Replacement | - | 98,000 |
| | **Subtotal** | **2,605,000** | **1,190,000** |
| **306 - Transportation Systems** | | | |
| | Annual Transportation System Safety Improvements | 350,000 | 350,000 |
| | SR99 HOV Lanes Phase III | 8,050,000 | 8,050,000 |
| | South 348th St: 9th Ave South - SR99 | 2,732,000 | 1,268,000 |
| | SW 312th St @ SR509 | 163,000 | - |
| | South 320th St @ 1st Ave South | 900,000 | - |
| | South 356th St @ Pacific Highway Intersection Improvements | 4,758,000 | - |
| | SR18 @ SR161 Intersection | 1,124,000 | - |
| | South 348th St @ 1st Ave South | 500,000 | - |
| | 21st Ave SW Extension: SW 356th St - 22nd Ave SW | 717,000 | - |
| | City Center Access Study | 1,500,000 | 1,500,000 |
| | Pacific Highway HOV Lanes Phase IV | 2,850,000 | 2,900,000 |
| | South 352nd St: SR99 to SR161 | 450,000 | 550,000 |
| | SW 356th St/BPA Signal | 30,000 | 285,000 |
| | **Subtotal** | **24,124,000** | **14,903,000** |
| | **Total** | **$31,902,000** | **$18,104,000** |

CITY OF
Federal Way

# 6-Year CIP Plan
## Community Services and Municipal Facility Improvement Projects

Community and Municipal Facility Improvement projects involve primarily major building construction and/or rehabilitation projects. The two priority projects (projects 1 and 2) in the adopted Capital Facilities Plan are the new City Hall and a new Community/Senior Center. The new City Hall is scheduled to complete in 2004, and the new Coommunity/Senior Center was funded in 2003/04 budget and is currently under design. The remainder of the adopted plan are identified as long-term desired community facilities that do no have any particular priority or implementation time-lines. In additional to the substantial capital requirements, some of these facilities also require substantial operation resources. The potential capital funding sources, if and when the facilities are needed, are voter approved bonds, levy lid lifts, or other similar capital sources. The potential operating cost will also need new on-going revenues to support.

There are no recommended projects in 2007/08 budget.

**Project Request by Year (dollars in thousands)**

| Priority | Project | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | >2012 | Total |
|---|---|---|---|---|---|---|---|---|---|
| NA* | Performing Arts Center | $ - | $ - | $ - | $ - | $ - | $ - | $ 25,000 | $ 25,000 |
| NA* | Competitive Sports Center | - | - | - | - | - | - | 9,000 | 9,000 |
| NA* | Maintenance Facility | - | - | - | - | - | - | 4,500 | 4,500 |
| NA* | Technology Investment | - | - | - | 100 | 100 | 100 | 100 | 400 |
| Total Project Costs | | $0 | $0 | $0 | $100 | $100 | $100 | $38,600 | $38,900 |
| Unfunded | | $ - | $ - | $ - | $ 100 | $ 100 | $ 100 | $ 38,600 | $ 38,900 |
| Project Impact on M&O (cumulative) | | $ - | $ - | $ - | $ 15 | $ 1,080 | $ 45 | $ 60 | $ 1,200 |

* not prioritized

| Priority | Project | Project Total | Existing Sources Grant | Mitig. | Prior Yr | Balance Needed | Adopted 2007-08 Allocations REET | Ut Tx | Fuel Tx | Other | GFund | Total | Future Needs |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| NA* | Performing Arts Center | $ 25,000 | $ - | $ - | $ - | $ 25,000 | $ - | $ - | $ - | $ - | $ - | $ - | $ 25,000 |
| NA* | Multipurpose Competitive Sports | 9,000 | - | - | - | 9,000 | - | - | - | - | - | - | 9,000 |
| NA* | Maintenance Facility | 4,500 | - | - | - | 4,500 | - | - | - | - | - | - | 4,500 |
| NA* | Annual Technology | 400 | - | - | - | 400 | - | - | - | - | - | - | 400 |
| Total Facilities Projects | | $ 38,900 | $ - | $ - | $ - | $ 38,900 | $ - | $ - | $ - | $ - | $ - | $ - | $ 38,900 |

**City of Federal Way**
**Capital Improvement Plan**
**Community Services and Municipal Facilities**

| | |
|---|---|
| **Project Name:** | Performing Arts Center |
| **Project Number:** | 3 |
| **Project Account Number:** | 302 |

In 1994, the City of Federal Way, through the Arts Commission, asked AMS Planning and Research to conduct a feasibility study of a cultural arts facility to serve the city. Under the guidance of a 27-member steering committee, AMS conducted a survey of local arts organizations, analysis of existing cultural and meeting facilities, market research with residents of the city and surrounding communities, interviews with key community leaders representing government and business, and meetings and workshops with the steering committee; all of whom provided base information. The study recommended a performing arts center to seat 1,000 patrons and a visual arts gallery. The performing arts center proposed in this study included design criteria that incorporated multi-level seating to accommodate as few as 500 - 600 people on an orchestra level, while still achieving intimacy for audiences.

The construction cost for a performing arts theater was estimated in the 1994 report to be between $190 - $240 per square foot, or approximately $23 million for construction only. Site requirements called for a minimum of five acres; two acres for the facility and three acres for surface parking and to meet additional code requirements. The full developmental cost is expected to be $25 - $30 million.

**Maintenance and operation costs for a facility of this size is estimated to be $750,000 per year.**

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,000 | $ 2,000 |
| Consultant Services | - | - | - | - | - | - | 1,000 | 1,000 |
| Construction | - | - | - | - | - | - | 18,500 | 18,500 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | - | - | - | - | - | - |
| Equipment Acquisition | - | - | - | - | - | - | 1,000 | 1,000 |
| Contingencies | - | - | - | - | - | - | 2,500 | 2,500 |
| **Total CIP Expenses** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 25,000** | **$ 25,000** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Prior Year | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| GO Bond | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | - | 25,000 | 25,000 |
| **Total CIP Resources** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 25,000** | **$ 25,000** |

| Impact on Operating Funds | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | 750 | - | - | 750 |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 750** | **$ -** | **$ -** | **$ 750** |

**City of Federal Way**
**Capital Improvement Plan**
**Community Services and Municipal Facilities**

**Project Name:** Multipurpose Competitive Sports Center
**Project Number:** 4
**Project Account Number:** 302

The City of Federal Way enacted a 1% lodging tax and formed the Lodging Tax Advisory Committee (LTAC) in 1999 to promote and enhance the local tourism industry. The committee has commissioned a feasibility study for an indoor competitive sports facility that will increase visitors' stay in local hotels and complement the existing armature sports facilities in the city. A number of development concepts have been considered, one of which is a facility for basketball and volleyball tournaments with an athletic club for training/conditioning to generate on-going usage and revenue. One of the considerations for such a facility will be its ability to be financially self-sustaining and operated by the private sector, with minimum or no public participation.

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ 750 | $ 750 |
| Consultant Services | - | - | - | - | - | - | 350 | 350 |
| Construction | - | - | - | - | - | - | 6,500 | 6,500 |
| Inspection | - | - | - | - | - | - | 250 | 250 |
| Construction Management | - | - | - | - | - | - | 250 | 250 |
| Equipment Acquisition | - | - | - | - | - | - | 250 | 250 |
| Contingencies | - | - | - | - | - | - | 650 | 650 |
| **Total CIP Expenses** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 9,000** | **$ 9,000** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Prior Year | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| GO Bond | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | - | 9,000 | 9,000 |
| **Total CIP Resources** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 9,000** | **$ 9,000** |

| Impact on Operating Funds | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | 150 | - | - | 150 |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 150** | **$ -** | **$ -** | **$ 150** |

**City of Federal Way**
**Capital Improvement Plan**
**Community Services and Municipal Facilities**

| | |
|---|---|
| **Project Name:** | Maintenance Facility |
| **Project Number:** | 5 |
| **Project Account Number:** | 302 |

The Parks and Public Works maintenance facility is located at 31132 28th Ave. S. on a 3.96 acre site. The site consists of a former fire station on 1.7 acres transferred to the city upon its incorporation, and two adjacent parcels with approximately 2.2 acres in land area the city acquired in 2004. Today, the 1,060 sf old fire station office and meeting room areas house the maintenance operations; and the fire truck maintenance bay provide in-door equipemnt maintenace area. A 61,000 sf. fenced storage yard provides materials, supplies, and for parking 25 vehicles and 45 equipment. Parks Maintenance operates seven days a week, two shifts per day. The space needed for maintenance operations includes a front counter/reception area; crew quarters (including an area for daily time cards, breaks, crew meetings and training, etc.), as well as a locker room. Public Works streets and surface water maintenance operations have similar needs for office space; operating Monday through Friday year round, one shift per day. Both Parks and Public Works maintenance operations tend to intensify during the summer months and require up to fifteen part-time, seasonal workers at any given time. The 61,000 sf. of storage yard space provides only minimum storage space and restricts the turning radius of the large equipment and vehicles used for these operations.

The proposed facility contains 6000 sf office area and 2.5 acres in storage areas.

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Consultant Services | - | - | - | - | - | - | - | - |
| Construction | - | - | - | - | - | - | 4,500 | 4,500 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | - | - | - | - | - | - |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 4,500** | **$ 4,500** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Prior Year | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| GO Bond | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | - | 4,500 | 4,500 |
| **Total CIP Resources** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 4,500** | **$ 4,500** |

| Impact on Operating Funds | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | 150 | - | - | 150 |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 150** | **$ -** | **$ -** | **$ 150** |

**City of Federal Way**
**Capital Improvement Plan**
**Community Services and Municipal Facilities**

**Project Name:** Annual Technology Investment
**Project Number:** 7
**Project Account Number:** 502

This proposal recognizes the need for the city to make on-going investments in technology enhancement beyond regular replacement of existing equipment.

It is recommended that the city develop a Community Technology Plan to guide future investments.

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Consultant Services | - | - | - | - | - | - | - | - |
| Construction | - | - | - | - | - | - | - | - |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | - | - | - | - | - | - |
| Equipment Acquisition | - | - | - | 100 | 100 | 100 | 100 | 400 |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ -** | **$ -** | **$ -** | **$ 100** | **$ 100** | **$ 100** | **$ 100** | **$ 400** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

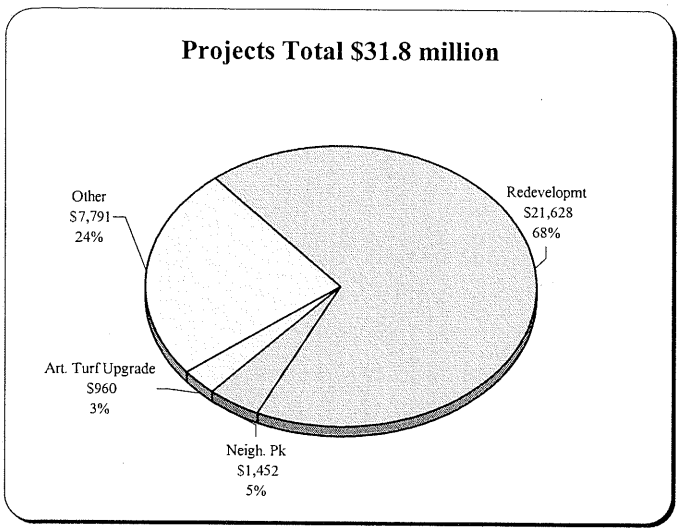
| CIP Funds - Resources | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Prior Year | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| GO Bond | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | 100 | 100 | 100 | 100 | 400 |
| **Total CIP Resources** | **$ -** | **$ -** | **$ -** | **$ 100** | **$ 100** | **$ 100** | **$ 100** | **$ 400** |

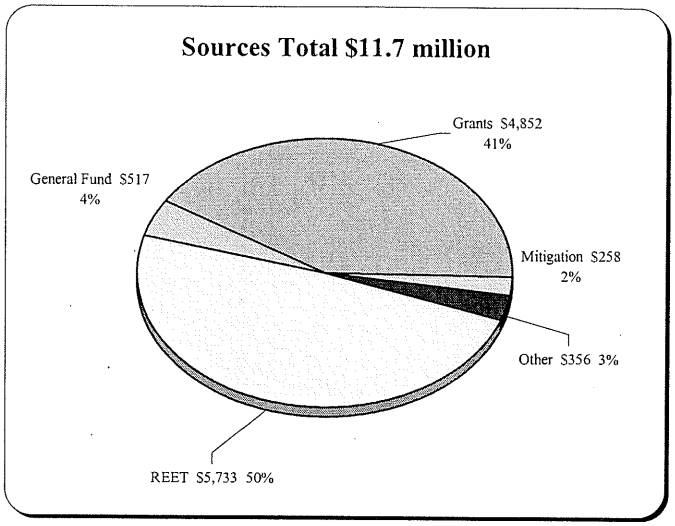
| Impact on Operating Funds | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | 15 | 30 | 45 | 60 | 150 |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ 15** | **$ 30** | **$ 45** | **$ 60** | **$ 150** |

CITY OF
Federal Way

# 6-Year CIP Plan
# Parks Improvement Projects

(dollars in thousands)




| Funding Sources By Year | L-T-D Thru 2006 | Adopted 2007 | Adopted 2008 | Planned 2009 | Planned 2010 | Planned 2011 | Planned 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Real Estate Excise Tax | $ 2,484 | $ 1,007 | $ 344 | $ 460 | $ 510 | $ 507 | $ 421 | $ 5,733 |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | 300 | - | - | - | - | - | - | 300 |
| GO Bond | - | - | - | - | - | - | - | - |
| General Fund | 517 | - | - | - | - | - | - | 517 |
| Misc./Transfers | 17 | 39 | - | - | - | - | - | 56 |
| Subtotal City Sources | $ 3,318 | $ 1,046 | $ 344 | $ 460 | $ 510 | $ 507 | $ 421 | $ 6,606 |
| Grants/Contributions Received | 842 | - | - | - | - | - | - | 842 |
| Mitigation Funds Received | 148 | 110 | - | - | - | - | - | 258 |
| Grants/Contributions Anticipated | 1,400 | 1,110 | - | - | 500 | - | 1,000 | 4,010 |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Total CIP Resources | $ 5,708 | $ 2,266 | $ 344 | $ 460 | $ 1,010 | $ 507 | $ 1,421 | $11,715 |

**Project By Year:**

| Priority | Project Name | 2006 LTD | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|---|
| 2 | Annual Playground Repair and Replacement Program ** | $ 112 | $ 134 | $ 134 | $ 136 | $ 136 | $ 137 | $ 138 | $ 927 |
| 4 | BMX/ Bike Facility Study | - | - | - | - | - | 15 | - | 15 |
| 1 | Camp Kilworth -- Acquisition and Site Improvements | - | 1,550 | 1,100 | 800 | - | - | - | 3,450 |
| 4 | Community Gathering Spaces/Small CIP | - | 30 | 37 | 108 | 112 | 112 | 126 | 525 |
| 4 | Downtown Public Space and Pedestrian Connections | 30 | 100 | - | - | - | - | - | 130 |
| 2 | Dumas Bay Centre: Building Assessment and Upgrade | 33 | 33 | 193 | 140 | 140 | 140 | 140 | 819 |
| 2 | Dumas Bay Centre: Site Restoration--Phase II | 388 | - | - | 137 | - | - | - | 525 |
| 2 | Lakota Park Design and Redevelopment | 82 | - | - | 723 | 11,000 | - | - | 11,805 |
| 3 | Major Maintenance-Parks Facilities ** | 102 | 110 | 110 | 110 | 110 | 110 | 110 | 762 |
| 5 | Long Range Planning | - | 39 | - | - | - | 110 | - | 149 |
| 5 | Panther Lake Open Space: Feasibility Study and Master Plan | - | - | - | 24 | 68 | - | - | 92 |
| 2 | Sacajawea Park Design and Redevelopment | 75 | 415 | - | - | - | 822 | 8,419 | 9,731 |
| 1 | Saghalie Park Soccer Field--Artificial Turf Upgrade | 40 | 920 | - | - | - | - | - | 960 |
| 3 | Trail and Pedestrian Access Improvements | - | 40 | 130 | 78 | 65 | 67 | 70 | 450 |
| 1 | West Hylebos Wetlands Park Boardwalk Replacement | 85 | 1,365 | - | - | - | - | - | 1,450 |
| 5 | Poverty Bay Master Plan | - | - | - | - | 41 | - | - | 41 |
| Total Project Costs | | $ 947 | $ 4,736 | $ 1,704 | $ 2,256 | $ 11,672 | $ 1,513 | $ 9,003 | $31,831 |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Unfunded Needs | $ - | $ - | $ - | $ 877 | $ 10,669 | $ 988 | $ 7,582 | $20,116 |

Priority 1 = Projects received or anticipated to receive substantial grants.
Priority 2 = Improvements to Existing Facilities.
Priority 3 = Trails and Sidewalks.
Priority 4 = Community Gathering Places.
Priority 5 = Open Space Planning.

**City of Federal Way**
**Capital Improvement Plan**
**Parks and Recreation**

| | | | |
|---|---|---|---|
| **Project Name:** | Annual Playground Repair and Replacement Program ** | | |
| **Project Number:** | 1 | **Priority:** | 2 |
| **Project Account Number:** | 303-7100-132 | **Planning Area:** | All |

**Project Description:**

Project funding is to replace old playgrounds that are unsafe or in poor condition with new equipment, repair broken or vandalized equipment, and provide new playgrounds where needed.

The following playgrounds have priority for replacement or provision (2 projects per year): Steel Lake Annex, Community Center, Dash Point Highlands, and Lake Grove.

Revenue Impact: No increase in maintenance costs will result.

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Project Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Consultant Services | - | - | - | - | - | - | - | - |
| Construction | 16 | 8 | 8 | 9 | 9 | 10 | 11 | 71 |
| Inspection | - | - | - | - | - | - | - | - |
| Project Management | - | 6 | 6 | 7 | 7 | 7 | 7 | 40 |
| Equipment Acquisition | 96 | 120 | 120 | 120 | 120 | 120 | 120 | 816 |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ 112** | **$ 134** | **$ 134** | **$ 136** | **$ 136** | **$ 137** | **$ 138** | **$ 927** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Project Total |
|---|---|---|---|---|---|---|---|---|
| Real Estate Excise Tax | $ 112 | $ 134 | $ 134 | $ 74 | $ 77 | $ 81 | $ 85 | $ 697 |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| GO Bond | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | 62 | 59 | 56 | 53 | 230 |
| **Total CIP Resources** | **$ 112** | **$ 134** | **$ 134** | **$ 136** | **$ 136** | **$ 137** | **$ 70** | **$ 927** |

| Impact on Operating Funds | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | - | - | - | - |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

**City of Federal Way**
**Capital Improvement Plan**
**Parks and Recreation**

| | | | |
|---|---|---|---|
| **Project Name:** | BMX/ Bike Facility Study | | |
| **Project Number:** | 2 | **Priority:** | 4 |
| **Project Account Number:** | 303-7100-133 | **Planning Area:** | NA |

**Project Description:**

Conceptual planning of an off-road bike facility. May include investigation of potential sites.

**Prior Council Review/Approval:**

*Projected Expenditures ($1,000's)*

| CIP Funds - Expenses | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Project Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Consultant Services | - | - | - | - | - | 15 | - | 15 |
| Construction | - | - | - | - | - | - | - | - |
| Inspection | - | - | - | - | - | - | - | - |
| Project Management | - | - | - | - | - | - | - | - |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | $ - | $ - | $ - | $ - | $ - | $ 15 | $ - | $ 15 |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

*Required Resources ($1,000's)*

| CIP Funds - Resources | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Project Total |
|---|---|---|---|---|---|---|---|---|
| Real Estate Excise Tax | $ 10 | $ - | $ - | $ - | $ - | $ 5 | $ - | $ 15 |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| GO Bond | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | $ 10 | $ - | $ - | $ - | $ - | $ 5 | $ - | $ 15 |

| Impact on Operating Funds | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | - | - | - | - |
| **Net Impact** | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |

**City of Federal Way**
**Capital Improvement Plan**
**Parks and Recreation**

| | | | |
|---|---|---|---|
| **Project Name:** | Camp Kilworth -- Acquisition and Site Improvements | | |
| **Project Number:** | 3 | **Priority:** | 1 |
| **Project Account Number:** | 303-7100-140 | **Planning Area:** | A |

**Project Description:**

Acquire 25 acre waterfront property from Boy Scouts of America--Pacific Harbors Council. Prepare site for public use by providing safety improvements and removing or repairing outdated or unneeded structures and facilities. Prepare master plan for long term use and accessibility to the waterfront.

2007 Purchase property and clean up.
2008 Prepare Master Plan. Proceed with safety improvements.

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Project Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ 1,200 | $ 1,000 | $ 800 | $ - | $ - | $ - | $ 3,000 |
| Consultant Services | - | - | 100 | - | - | - | - | 100 |
| Construction | - | 350 | - | - | - | - | - | 350 |
| Inspection | - | - | - | - | - | - | - | - |
| Project Management | - | - | - | - | - | - | - | - |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ -** | **$ 1,550** | **$ 1,100** | **$ 800** | **$ -** | **$ -** | **$ -** | **$ 3,450** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Real Estate Excise Tax | $ 1,250 | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,250 |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | 300 | - | - | - | - | - | - | 300 |
| GO Bond | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | 1,400 | 500 | - | - | - | - | - | 1,900 |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ 2,950** | **$ 500** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 3,450** |

| Impact on Operating Funds | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ 6 | $ 8 | $ 10 | $ 12 | $ 36 |
| Expenditure Increase/(Decrease) | 50 | 100 | 100 | 100 | 100 | 100 | 100 | 650 |
| **Net Impact** | **$ 50** | **$ 100** | **$ 100** | **$ 94** | **$ 92** | **$ 90** | **$ 88** | **$ 614** |

**City of Federal Way**
**Capital Improvement Plan**
**Parks and Recreation**

| | | | |
|---|---|---|---|
| **Project Name:** | Community Gathering Spaces/Small CIP | | |
| **Project Number:** | 4 | **Priority:** | 4 |
| **Project Account Number:** | 303-7100-142 | **Planning Area:** | All |

**Project Description:**

Gathering spaces in neighborhood parks, and entry enhancements and other improvements in all park types will increase their usebility and draw more residents into the parks. Identified project needs include:

1. Neighborhood Park Gathering Spaces - Parks identified in the 2006 Parks, Recreation and Open Space Plan are: Alderbrook, Adelaide, Coronado, Mirror Lake, Palisades Park
2. Celebration Park - Athletic complex support facilities, such as covered shelters and exercise/stretching stations.
3. Park Entry Improvements - Parks identified in the 2006 Parks, Recreation and Open Space Plan are: Saghalie, Lake Grove, Heritage Woods, Wildwood and Wedgewood Parks

Need to spend mitigation fees in the following areas by these dates:

2007: $17K - Area A  2009: $71K - Area A
$12K - Area G

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Project Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Consultant Services | - | - | 30 | 15 | 15 | 15 | 15 | 90 |
| Construction | - | 24 | - | 83 | 86 | 86 | 99 | 378 |
| Inspection | - | - | - | - | - | - | - | - |
| Project Management | - | 6 | 7 | 10 | 11 | 11 | 12 | 57 |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ -** | **$ 30** | **$ 37** | **$ 108** | **$ 112** | **$ 112** | **$ 126** | **$ 525** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Real Estate Excise Tax | $ - | $ - | $ - | $ 58 | $ 119 | $ 122 | $ 126 | $ 425 |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| GO Bond | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | 100 | - | - | - | - | - | - | 100 |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ 100** | **$ -** | **$ -** | **$ 58** | **$ 119** | **$ 122** | **$ 126** | **$ 525** |

| Impact on Operating Funds | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | - | - | - | - |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

**City of Federal Way**
**Capital Improvement Plan**
**Parks and Recreation**

**Project Name:** Downtown Public Space and Pedestrian Connections
**Project Number:** 5 **Priority:** 4
**Project Account Number:** 303-7100-131 **Planning Area:** G, H

**Project Description:**

Continue to develop concepts for public spaces in the City Core that incorporate pedestian/trail linkages within the retail/housing area and from the City Center to Celebration Park and Steel Lake Park.

Possible grant sources: CDBG and Hotel Motel Tax program

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Project Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Consultant Services | 30 | 80 | - | - | - | - | - | 110 |
| Construction | - | - | - | - | - | - | - | - |
| Inspection | - | - | - | - | - | - | - | - |
| Project Management | - | 20 | - | - | - | - | - | 20 |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ 30** | **$ 100** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 130** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Project Total |
|---|---|---|---|---|---|---|---|---|
| Real Estate Excise Tax | $ 95 | $ 35 | $ - | $ - | $ - | $ - | $ - | $ 130 |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| GO Bond | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ 95** | **$ 35** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 130** |

| Impact on Operating Funds | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | | | | | | | $ - |
| Expenditure Increase/(Decrease) | - | | - | - | | | | - |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

**City of Federal Way**
**Capital Improvement Plan**
**Parks and Recreation**

| | | | |
|---|---|---|---|
| **Project Name:** | Dumas Bay Centre: Building Assessment and Upgrade | | |
| **Project Number:** | 6 | **Priority:** | 2 |
| **Project Account Number:** | 402-7200 | **Planning Area:** | A |

**Project Description:**

Dumas Bay Centre is more than 50 years old and is experiencing problems with many systems, including mechanical, plumbing, roof, windows and more. The facility also needs to be evaluated to determine how it can best be updated to meet changing client expectations. Steps proposed include:

2006 Business and Marketing Plan
2007 Facility Assessment
2008 Facility Design

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Project Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Consultant Services | 30 | 30 | 125 | 140 | 140 | 140 | 140 | 745 |
| Construction | - | - | - | - | - | - | - | - |
| Inspection | - | - | - | - | - | - | - | - |
| Project Management | 3 | 3 | 25 | - | - | - | - | 31 |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | 43 | - | - | - | - | 43 |
| **Total CIP Expenses** | **$ 33** | **$ 33** | **$ 193** | **$ 140** | **$ 140** | **$ 140** | **$ 140** | **$ 819** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Real Estate Excise Tax | $ - | $ - | $ - | $ 140 | $ 140 | $ 140 | $ 140 | $ 560 |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| GO Bond | - | - | - | - | - | - | - | - |
| General Fund | 259 | - | - | - | - | - | - | 259 |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ 259** | **$ -** | **$ -** | **$ -** | **$ 140** | **$ 140** | **$ 140** | **$ 819** |

| Impact on Operating Funds | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | - | - | - | - |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

**City of Federal Way**
**Capital Improvement Plan**
**Parks and Recreation**

**Project Name:** Dumas Bay Centre: Site Restoration--Phase II
**Project Number:** 7 **Priority:** 2
**Project Account Number:** 402-7200-106 **Planning Area:** A

**Project Description:** Phase II of the Dumas Bay Center Site Restoration project includes analysis of bluff erosion, and design and construction work to stablize the bluff and provide safe access to the beach. Steps include:

| | |
|---|---|
| 2006 | Feasibility Study: Bluff and Shoreline Restoration |
| 2009 | Design shoreline restoration |
| 2012+ | Construct shoreline improvements |

Planning area: A

Revenue Impact: Increase in maintenance costs is being experienced as a result of Phase I landscape improvements.

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Project Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Consultant Services | 315 | - | - | 125 | - | - | - | 440 |
| Construction | 61 | - | - | - | - | - | - | 61 |
| Inspection | - | - | - | - | - | - | - | - |
| Project Management | 12 | - | - | 12 | - | - | - | 24 |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ 388** | **$ -** | **$ -** | **$ 137** | **$ -** | **$ -** | **$ -** | **$ 525** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Project Total |
|---|---|---|---|---|---|---|---|---|
| Real Estate Excise Tax | $ - | $ - | $ - | $ 86 | $ - | $ - | $ - | $ 86 |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| GO Bond | - | - | - | - | - | - | - | - |
| General Fund | 258 | - | - | - | - | - | - | 258 |
| Grants/Contributions Received | 164 | - | - | - | - | - | - | 164 |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | 17 | - | - | - | - | - | - | 17 |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ 439** | **$ -** | **$ -** | **$ 86** | **$ -** | **$ -** | **$ -** | **$ 525** |

| Impact on Operating Funds | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | 5 | 5 | 6 | 6 | 7 | 7 | 36 |
| **Net Impact** | **$ -** | **$ 5** | **$ 5** | **$ 6** | **$ 6** | **$ 7** | **$ 7** | **$ 36** |

**City of Federal Way**
**Capital Improvement Plan**
**Parks and Recreation**

| | | | |
|---|---|---|---|
| **Project Name:** | Lakota Park Design and Redevelopment | | |
| **Project Number:** | 8 | **Priority:** | 2 |
| **Project Account Number:** | 303-7100-134 | **Planning Area:** | A |

**Project Description:**

The City and School District worked in partnership to prepare a new master plan for Lakota Park that was adopted in 2006.

Development plans include the existing park plus 12 acres of new land acquired south of the existing park. Proposed features include: Artificial turf soccer, baseball and softball fields; new parking; children's play areas; picnic shelter; trail around wetland; track with rubberized surface; volleyball courts and more.

Potential funding sources and grants: Voter approved bond issue, State IAC grant, FWSD contribution and contributions from athletic organizations.

Phase I: Master Plan and Initial Cost Estimate -- Complete
Phase II: Design and Identify Funding Sources
Phase III: Construction

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Project Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Consultant Services | 82 | - | - | 663 | - | - | - | 745 |
| Construction | - | - | - | - | 10,600 | - | - | 10,600 |
| Inspection | - | - | - | - | - | - | - | - |
| Project Management | - | - | - | 60 | 400 | - | - | 460 |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ 82** | **$ -** | **$ -** | **$ 723** | **$ 11,000** | **$ -** | **$ -** | **$ 11,805** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Project Total |
|---|---|---|---|---|---|---|---|---|
| Real Estate Excise Tax | $ 100 | $ - | $ - | $ - | $ - | $ - | $ - | $ 100 |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| GO Bond | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | 500 | - | - | 500 |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | 705 | 10,500 | - | - | 11,205 |
| **Total CIP Resources** | **$ 100** | **$ -** | **$ -** | **$ 705** | **$ 11,000** | **$ -** | **$ -** | **$ 11,805** |

| Impact on Operating Funds | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ 40 | $ 40 |
| Expenditure Increase/(Decrease) | - | - | - | - | - | - | (15) | (15) |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ (55)** | **$ (55)** |

**City of Federal Way**
**Capital Improvement Plan**
**Parks and Recreation**

| | | | |
|---|---|---|---|
| **Project Name:** | Major Maintenance-Parks Facilities ** | | |
| **Project Number:** | 9 | **Priority:** | 3 |
| **Project Account Number:** | 303-7100-129 | **Planning Area:** | All |

**Project Description:**

Many parks were developed 20 - 40 years ago and are in declining condition. The Major Maintenance program funds repair or replacement of existing facilities such as trails and athletic court pavements that are damaged, or have been heavilty affected by tree roots, drainage, and subsidence problems.

This new program is intended to address at least one park facility per year. Examples of project locations include:

Alderdale Park: Basketball and Tennis Court Resurfacing
Lake Grove Park: Basketball Court and Pathway Resurfacing
Adelaide Park: Trail Repair and Resurfacing
West Campus Trail: Trail Repair
Saghalie Park: Trail Repair
Wildwood Park: Resurface/Repair Asphalt Pathway

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Project Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Consultant Services | - | - | - | - | - | - | - | - |
| Construction | 102 | 100 | 100 | 100 | 100 | 100 | 100 | 702 |
| Inspection | - | - | - | - | - | - | - | - |
| Project Management | - | 10 | 10 | 10 | 10 | 10 | 10 | 60 |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ 102** | **$ 110** | **$ 110** | **$ 110** | **$ 110** | **$ 110** | **$ 110** | **$ 762** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Project Total |
|---|---|---|---|---|---|---|---|---|
| Real Estate Excise Tax | $ 102 | $ 110 | $ 110 | $ - | $ - | $ - | $ - | $ 322 |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| GO Bond | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | 110 | 110 | 110 | 110 | 440 |
| **Total CIP Resources** | **$ 102** | **$ 110** | **$ 110** | **$ 110** | **$ 110** | **$ 110** | **$ 110** | **$ 762** |

| Impact on Operating Funds | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | - | - | - | - |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

**City of Federal Way**
**Capital Improvement Plan**
**Parks and Recreation**

| | | | |
|---|---|---|---|
| **Project Name:** | Long Range Planning | | |
| **Project Number:** | 10 | **Priority:** | 5 |
| **Project Account Number:** | 303-7100-143 | **Planning Area:** | All |

**Project Description:**

The following planning efforts and feasibility studies are proposed to support future capital project development and improve management of the City's parks and open space properties. Large open space properties include: Poverty Bay, Spring Valley, Panther Lake and others.

2007: Impact Fee Study - Feasibility Assessment - $35K.
2011: Open Space Management Plan - $100K.

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Project Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Consultant Services | - | 35 | - | - | - | 100 | - | 135 |
| Construction | - | - | - | - | - | - | - | - |
| Inspection | - | - | - | - | - | - | - | - |
| Project Management | - | 4 | - | - | - | 10 | - | 14 |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ -** | **$ 39** | **$ -** | **$ -** | **$ -** | **$ 110** | **$ -** | **$ 149** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Project Total |
|---|---|---|---|---|---|---|---|---|
| Real Estate Excise Tax | $ - | $ - | $ - | $ - | $ - | $ 92 | $ - | $ 92 |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| GO Bond | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | 18 | - | - | - | - | - | - | 18 |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | 39 | - | - | - | - | - | 39 |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ 18** | **$ 39** | **$ -** | **$ -** | **$ -** | **$ 92** | **$ -** | **$ 149** |

| Impact on Operating Funds | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | - | - | - | - |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

**City of Federal Way**
**Capital Improvement Plan**
**Parks and Recreation**

| | | | |
|---|---|---|---|
| **Project Name:** | Panther Lake Open Space: Feasibility Study and Master Plan | | |
| **Project Number:** | 11 | **Priority:** | 5 |
| **Project Account Number:** | 303-7100-XXX | **Planning Area:** | B |

**Project Description:**

Panther Lake is an open space adjacent to the BPA Trail. It was identified in the update of the Parks, Recreation and Open Space Plan as a prime "hub" for the development of several walking routes.
The Feasibility Study and Master Plan would determine the best way to develop this site and create trail connections.

Project in phases:

Phase I: 2009 -- Conduct a feasibility study, including an evaluation of environmental issues, to determine if a future trail around Panther Lake and to nearby locations is feasible.

Phase II: 2010 -- Prepare a master plan, determine required permits and prepare an initial cost estimate.

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Project Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Consultant Services | - | - | - | 20 | 60 | - | - | 80 |
| Construction | - | - | - | - | - | - | - | - |
| Inspection | - | - | - | - | - | - | - | - |
| Project Management | - | - | - | 4 | 8 | - | - | 12 |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | $ - | $ - | $ - | $ 24 | $ 68 | $ - | $ - | $ 92 |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Project Total |
|---|---|---|---|---|---|---|---|---|
| Real Estate Excise Tax | $ - | $ - | $ - | $ 24 | $ 68 | $ - | $ - | $ 92 |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| GO Bond | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | $ - | $ - | $ - | $ 24 | $ 68 | $ - | $ - | $ 92 |

| Impact on Operating Funds | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | - | - | - | - |
| **Net Impact** | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |

**City of Federal Way**
**Capital Improvement Plan**
**Parks and Recreation**

| | | | |
|---|---|---|---|
| **Project Name:** | Sacajawea Park Design and Redevelopment | | |
| **Project Number:** | 12 | **Priority:** | 2 |
| **Project Account Number:** | 303-7100-138 | **Planning Area:** | E |

**Project Description:**

Sacajawea Park is a community park that supports athletic use as well as passive pursuits. The park was built in the early 1970's and all athletic fields and recreation facilities on the site are in declining condition.

A new master plan was completed in 2006. Plans include artificial turf soccer, baseball and softball fields, tennis and pickleball courts, installation of a rubberized track, improved drainage, relocation and replacement of the children's play area, new restrooms, redesign of the parking areas, and redesign of the park entrances to improve security and increase the parklike nature of the site.

Phase I: Design and construct soccer field, track and drainage improvements
Phase II: Design and construct remaining facilities

Revenue Impact: A revenue increase is expected due to additional hours of practice and game time made possible with artificial turf.

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Project Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Consultant Services | 75 | 35 | - | - | - | 822 | - | 932 |
| Construction | - | 300 | - | - | - | - | 8,419 | 8,719 |
| Inspection | - | - | - | - | - | - | - | - |
| Project Management | - | 30 | - | - | - | - | - | 30 |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | 50 | - | - | - | - | - | 50 |
| **Total CIP Expenses** | **$ 75** | **$ 415** | **$ -** | **$ -** | **$ -** | **$ 822** | **$ 8,419** | **$ 9,731** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Project Total |
|---|---|---|---|---|---|---|---|---|
| Real Estate Excise Tax | $ 75 | $ 415 | $ - | $ - | $ - | $ - | $ - | $ 490 |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| GO Bond | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | 1,000 | 1,000 |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | 822 | 7,419 | 8,241 |
| **Total CIP Resources** | **$ 75** | **$ 535** | **$ -** | **$ -** | **$ -** | **$ 822** | **$ 8,419** | **$ 9,731** |

| Impact on Operating Funds | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ 10 | $ 10 | $ 10 | $ 10 | $ 10 | $ 50 |
| Expenditure Increase/(Decrease) | - | - | - | - | - | - | - | - |
| **Net Impact** | **$ -** | **$ -** | **$ (10)** | **$ (10)** | **$ (10)** | **$ (10)** | **$ (10)** | **$ (50)** |

**City of Federal Way**
**Capital Improvement Plan**
**Parks and Recreation**

| | | | |
|---|---|---|---|
| **Project Name:** | Saghalie Park Soccer Field--Artificial Turf Upgrade | | |
| **Project Number:** | 13 | **Priority:** | 1 |
| **Project Account Number:** | 303-7100-139 | **Planning Area:** | C |

**Project Description:**

Renovate existing soccer field with an artificial turf product. Artificial turf will greatly increase the use of the existing sand field which is underused due to the poor surface. This increase in use is equivalent to adding a minimum of one new field. Significant savings are gained by eliminating the need to acquire and develop new fields.

Potential funding sources: State IAC grant--$300 K
Soccer Association--$10 K

Revenue impact: A revenue increase is expected, due to the additional hours of practice and game time made possible with the artificial turf.

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Project Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Consultant Services | 40 | 10 | - | - | - | - | - | 50 |
| Construction | - | 830 | - | - | - | - | - | 830 |
| Inspection | - | - | - | - | - | - | - | - |
| Project Management | - | 80 | - | - | - | - | - | 80 |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **40** | **920** | **-** | **-** | **-** | **-** | **-** | **960** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Project Total |
|---|---|---|---|---|---|---|---|---|
| Real Estate Excise Tax | $ 540 | $ - | $ - | $ - | $ - | $ - | $ - | $ 540 |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| GO Bond | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | 110 | - | - | - | - | - | 110 |
| Grants/Contributions Anticipated | - | 310 | - | - | - | - | - | 310 |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ 540** | **$ 420** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 960** |

| Impact on Operating Funds | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ 16 | $ - | $ 8 | $ 8 | $ 8 | $ 8 | $ 8 | $ 56 |
| Expenditure Increase/(Decrease) | - | - | - | - | - | - | - | - |
| **Net Impact** | **$ (16)** | **$ -** | **$ (8)** | **$ (8)** | **$ (8)** | **$ (8)** | **$ (8)** | **$ (56)** |

**City of Federal Way**
**Capital Improvement Plan**
**Parks and Recreation**

| | | | |
|---|---|---|---|
| **Project Name:** | Trail and Pedestrian Access Improvements | | |
| **Project Number:** | 14 | **Priority:** | 3 |
| **Project Account Number:** | 303-7100-141 | **Planning Area:** | All |

**Project Description:**

Plan and implement a new city-wide Trail and Pedestrian Access Improvement Pogram. The three major program components identified for 2006 - 2012 are:

1. Trail Master Plan - Develop plan for city-wide trail and pedestrian access improvements.
2. Design and install trail improvements and connections from English Gardens to Alderbrook Park and Panther Lake.
3. Develop trail and walking maps for neighborhoods, and supporting signage.

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Project Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Consultant Services | - | 30 | - | 20 | - | - | - | 50 |
| Construction | - | - | 110 | 46 | 58 | 60 | 62 | 336 |
| Inspection | - | - | - | - | - | - | - | - |
| Project Management | - | 10 | 20 | 12 | 7 | 7 | 8 | 64 |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ -** | **$ 40** | **$ 130** | **$ 78** | **$ 65** | **$ 67** | **$ 70** | **$ 450** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Project Total |
|---|---|---|---|---|---|---|---|---|
| Real Estate Excise Tax | $ - | $ 40 | $ 100 | $ 78 | $ 65 | $ 67 | $ 70 | $ 420 |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| GO Bond | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | 30 | - | - | - | - | - | - | 30 |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ 30** | **$ 40** | **$ 100** | **$ 78** | **$ 65** | **$ 67** | **$ 70** | **$ 450** |

| Impact on Operating Funds | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | - | - | - | - |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

**City of Federal Way**
**Capital Improvement Plan**
**Parks and Recreation**

| | | | |
|---|---|---|---|
| **Project Name:** | West Hylebos Wetlands Park Boardwalk Replacement | | |
| **Project Number:** | 15 | **Priority:** | 1 |
| **Project Account Number:** | 303-7100-137 | **Planning Area:** | F |

**Project Description:**

Replace deteriorating boardwalk with a new one with a specialized foundation system and recycled plastic deck, both of which will have a much longer life than wood.

Construction cost is estimated to be $1.45 million.

Grants awarded:

| | |
|---|---|
| State Appro. | $350,000 |
| IAC--LWCF | $250,000 |
| Federal Appro. | $77,500 |
| Total: | $677,500 |

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Project Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Consultant Services | 85 | 40 | - | - | - | - | - | 125 |
| Construction | - | 1,325 | - | - | - | - | - | 1,325 |
| Inspection | - | - | - | - | - | - | - | - |
| Project Management | - | - | - | - | - | - | - | - |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ 85** | **$ 1,365** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 1,450** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Project Total |
|---|---|---|---|---|---|---|---|---|
| Real Estate Excise Tax | $ 200 | $ 273 | $ - | $ - | $ - | $ - | $ - | $ 473 |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| GO Bond | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | 678 | - | - | - | - | - | - | 678 |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | 300 | - | - | - | - | - | 300 |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ 878** | **$ 573** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 1,450** |

| Impact on Operating Funds | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | - | - | - | - |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

**City of Federal Way**
**Capital Improvement Plan**
**Parks and Recreation**

| | | | |
|---|---|---|---|
| **Project Name:** | Poverty Bay Master Plan | | |
| **Project Number:** | 16 | **Priority:** | 5 |
| **Project Account Number:** | 303-7100-XXX | **Planning Area:** | A |

**Project Description:**

Poverty Bay Open Space is a 48 acre park/open space that is heavily wooded and includes Puget Sound beach access. Determine future use of Poverty Bay Open Space through the following phases:

Phase I: Conduct a feasibility study to determind development potential of site. Work includes and evaluation of wetlands, steep slopes and shoreline on the property.

Phase II: Prepare a master site plan, determine required permits and prepare and initial cost estimate.

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Project Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Consultant Services | - | - | - | - | 35 | - | - | 35 |
| Construction | - | - | - | - | - | - | - | - |
| Inspection | - | - | - | - | - | - | - | - |
| Project Management | - | - | - | - | 6 | - | - | 6 |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 41** | **$ -** | **$ -** | **$ 41** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

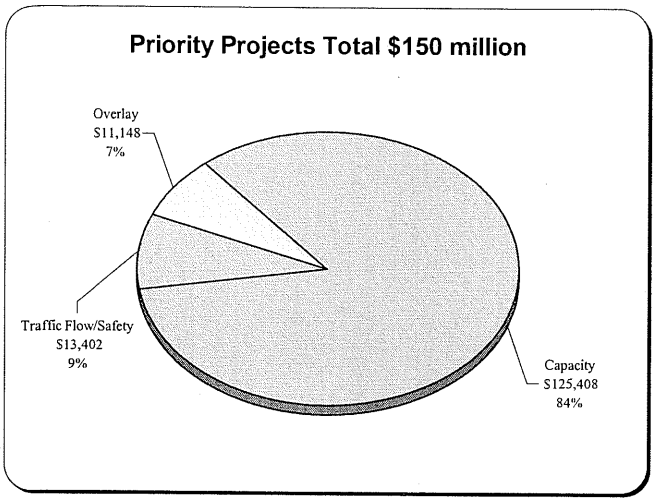
| CIP Funds - Resources | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Project Total |
|---|---|---|---|---|---|---|---|---|
| Real Estate Excise Tax | $ - | $ - | $ - | $ - | $ 41 | $ - | $ - | $ 41 |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| GO Bond | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 41** | **$ -** | **$ -** | **$ 41** |

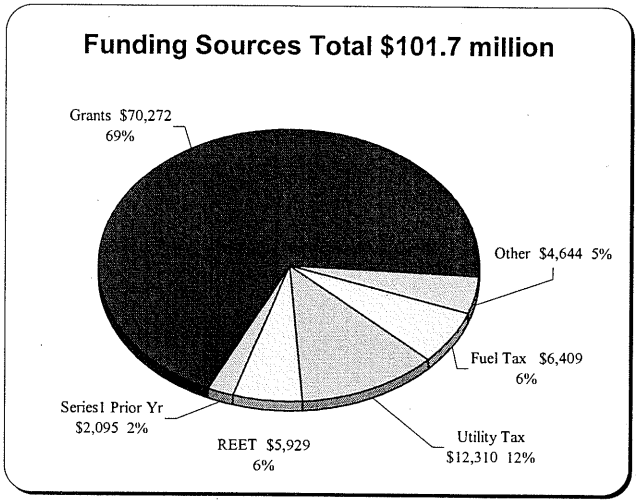
| Impact on Operating Funds | L-T-D Thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | - | - | - | - |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

CITY OF
Federal Way

# 6-Year CIP Plan
## Transportation Improvement Projects

(dollars in thousands)




| Financing Sources | 2006 LTD | Adopted 2007 | Adopted 2008 | Planned 2009 | Planned 2010 | Planned 2011 | Planned 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| User Fee | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Real Estate Excise Tax | 1,952 | 1,100 | 1,100 | 354 | 9 | 288 | 1,126 | 5,929 |
| Fuel Tax | 315 | 959 | 959 | 1,259 | 959 | 999 | 959 | 6,409 |
| Utility Tax | 1,250 | 2,800 | 2,800 | 1,150 | 1,150 | 1,638 | 1,522 | 12,310 |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund (project saving) | 2,095 | - | - | - | - | - | - | 2,095 |
| Misc./Transfers | 2,862 | 1,703 | 15 | 16 | 16 | 16 | 16 | 4,644 |
| Subtotal City Sources | $ 8,474 | $ 6,562 | $ 4,874 | $ 2,779 | $ 2,134 | $ 2,941 | $ 3,623 | $ 31,387 |
| Grants/Contributions Received | 5,478 | - | - | - | - | - | - | 5,478 |
| Mitigation Funds Received | 4,239 | - | - | - | - | - | - | 4,239 |
| Grants/Contributions Anticipated | - | 15,145 | 9,542 | 11,770 | 4,508 | 5,433 | 13,132 | 59,530 |
| Mitigation Funds-Anticipated | - | 750 | 225 | 50 | - | - | - | 1,025 |
| Total CIP Resources | $ 18,191 | $ 22,457 | $ 14,641 | $ 14,599 | $ 6,642 | $ 8,374 | $ 16,755 | $ 101,659 |

**Project By Year:**

| Project Name | 2006 LTD | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Annual Overlay Program | $ - | $ 2,024 | $ 2,024 | $ 1,775 | $ 1,775 | $ 1,775 | $ 1,775 | $ 11,148 |
| Annual Transportation System Safety Improvements | - | 350 | 350 | 350 | 350 | 350 | 350 | 2,100 |
| S 320th St HOV: 8th Ave So to SR 99 | - | - | - | - | 676 | 1,093 | 4,996 | 6,765 |
| SR99 HOV Lanes Phase III - S 284th St to SR509 | 5,300 | 8,050 | 8,050 | - | - | - | - | 21,400 |
| S 348th Street: 9th Avenue S - SR99 | 300 | 2,732 | 1,268 | - | - | - | - | 4,300 |
| S 320th St. @ 20th Ave S. | - | - | - | - | - | 1,482 | - | 1,482 |
| S 320th St. @ 1st Ave S. | 350 | 900 | - | 5,124 | - | - | - | 6,374 |
| S 356th Street @ Pacific Highway Intersection Impv. | 2,760 | 4,758 | - | - | - | - | - | 7,518 |
| SR18 @ SR161 Intersection Impv | 613 | 1,124 | - | - | - | - | - | 1,737 |
| S 348th Street @ 1st Avenue S | 100 | 500 | - | 1,830 | - | - | - | 2,430 |
| S 352nd Street; SR-99 to SR-161 | - | 450 | 550 | 4,200 | - | - | - | 5,200 |
| SW 320th Street @ 21st Avenue SW | - | - | - | - | 1,748 | - | - | 1,748 |
| 21st Av SW Ext: SW 356th St - 22nd Av SW | 438 | 717 | - | - | - | - | - | 1,155 |
| SW 320th Street @ 47th Avenue SW | - | - | - | - | - | 360 | - | 360 |
| S 312th Street @ 28th Avenue S | - | - | - | - | - | 136 | - | 136 |
| S 320th Street: 1st Ave S to 8th Ave S | - | - | - | - | - | 1,130 | 5,633 | 6,763 |
| SW 336th Way/SW 340th Street: 26th Place SW-Hoyt Road | - | - | - | - | 786 | 1,092 | 5,899 | 7,777 |
| Pacific Highway HOV Lanes Phases IV - SR-509 to S 312th | 100 | 2,350 | 2,350 | 7,300 | 7,300 | - | - | 19,400 |
| Military Road S: Star Lake Road to S 288th Street | - | - | - | - | 594 | 819 | 4,528 | 5,941 |
| SW 356th Street / BPA Trail Signal | - | 30 | 285 | - | - | - | - | 315 |
| City Center Access Phase 4 | - | - | - | - | 3,700 | 8,100 | - | 11,800 |
| S 356th Street SR 99-SR161 | - | - | - | 598 | 495 | 4,886 | - | 5,979 |
| SW 312th Street @ SR509 | - | 163 | - | - | 1,039 | - | - | 1,202 |
| 1st Ave S @ S 328th Street | - | - | - | 459 | - | - | - | 459 |
| 10th Ave SW Impv: SW Campus Dr - SW344th St | - | - | - | - | 546 | 546 | 7,540 | 8,632 |
| S 304th Street @ 28th Ave S | - | - | - | - | 393 | - | - | 393 |
| City Center Access Study Phase 2 | 500 | 1,500 | 1,500 | - | - | - | - | 3,500 |
| 1st Av S: S292 -@312 | - | - | - | - | - | 713 | - | 713 |
| City Center Access Phase 3 -- S 320th Street @ I-5 | - | - | - | - | 2,850 | - | - | 2,850 |
| S 314th St: 20th Av S - 23rd Av S - Install new sidewalks | - | - | - | 381 | - | - | - | 381 |
| Total Projects | $ 10,461 | $ 25,648 | $ 16,377 | $ 22,017 | $ 22,252 | $ 22,482 | $ 30,721 | $ 149,958 |
| **Unfunded Needs** | $ - | $ - | $ - | $ 9,445 | $ 10,890 | $ 14,003 | $ 13,966 | $ 48,304 |
| **Project Impact on M&O Costs, Cumulative** | $ - | $ - | $ 26 | $ 54 | $ 106 | $ 120 | $ 165 | $ 165 |

**City of Federal Way**
**Capital Improvement Plan**
**Transportation Systems**

**Project Name:** Annual Asphalt Overlay Program
**Project Account:** 102-4400-517-595-30-XXX

**Project Description & Justification:** Asphalt Overlay projects are based upon the Pavement Management System ratings.

Funds for this program consist of Arterial Street Fuel Tax and Utility Tax.

The resurfacing program is necessary to preserve the integrity of the existing street infrastructure and must be done prior to other capital improvements.

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Consultant Services/ Design | - | 93 | 95 | 98 | 101 | 101 | 101 | 589 |
| Construction | - | 1,749 | 1,747 | 1,485 | 1,482 | 1,482 | 1,482 | 9,427 |
| Inspection | - | 50 | 50 | 55 | 55 | 55 | 55 | 320 |
| Construction Management | - | 60 | 60 | 65 | 65 | 65 | 65 | 380 |
| Administrative Fee | - | 72 | 72 | 72 | 72 | 72 | 72 | 432 |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ -** | **$ 2,024** | **$ 2,024** | **$ 1,775** | **$ 1,775** | **$ 1,775** | **$ 1,775** | **$ 11,148** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax | - | 609 | 609 | 609 | 609 | 609 | 609 | 3,654 |
| Utility Tax | - | 1,400 | 1,400 | 1,150 | 1,150 | 1,150 | 1,150 | 7,400 |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | 15 | 15 | 16 | 16 | 16 | 16 | 94 |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ -** | **$ 2,024** | **$ 2,024** | **$ 1,775** | **$ 1,775** | **$ 1,775** | **$ 1,775** | **$ 11,148** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | - | - | - | - |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

**City of Federal Way**
**Capital Improvement Plan**
**Transportation Systems**

**Project Name:** Annual Transportation System Safety Improvements
**Project Account:** 306-4400-001

**Project Description & Justification:**

Annual transportation improvement projects funded with the new 0.5 cent gas tax authorized by 2005 legislation. Projects include general street and pedestrian safety improvements such as sidewalks, signals, and removal hazards in the rights-of-way.

Maintenance costs would be depend on the actual project components.

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Consultant Services | - | 50 | 50 | 50 | 50 | 50 | 50 | 300 |
| Construction | - | 270 | 270 | 270 | 270 | 270 | 270 | 1,620 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | - | - | - | - | - | - |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | 30 | 30 | 30 | 30 | 30 | 30 | 180 |
| **Total CIP Expenses** | **$ -** | **$ 350** | **$ 350** | **$ 350** | **$ 350** | **$ 350** | **$ 350** | **$ 2,100** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax | - | 350 | 350 | 350 | 350 | 350 | 350 | 2,100 |
| Utility Tax | - | - | - | - | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ -** | **$ 350** | **$ 350** | **$ 350** | **$ 350** | **$ 350** | **$ 350** | **$ 2,100** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | | | - | - | | | - |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

**City of Federal Way**
**Capital Improvement Plan**
**Transportation Systems**

**Project Name:** S 320th St HOV: 8th Ave So to SR 99
**Project Account:** 306-4400-143

**Project Description & Justification:**

This project reconstructs portions of and widen South 320th Street to provide for HOV lanes, curb, gutter, sidewalk, and provisions for bicycles. Modifies existing traffic signal systems, street lighting systems, and drainage system improvements.

To improve traffic flow, safety, and reduce accidents and delay.

The M&O is for ROW maintenance based on scope of the project.

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ 1,093 | $ - | $ 1,093 |
| Consultant Services | - | - | - | - | 676 | - | - | 676 |
| Construction | - | - | - | - | - | - | 4,996 | 4,996 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | - | - | - | - | - | - |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 676** | **$ 1,093** | **$ 4,996** | **$ 6,765** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Real Estate Excise Tax | - | - | - | - | 9 | 288 | 1,126 | 1,423 |
| Fuel Tax | - | - | - | - | - | 40 | - | 40 |
| Utility Tax | - | - | - | - | - | - | 372 | 372 |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | 194 | - | - | - | - | - | - | 194 |
| Grants/Contributions Anticipated | - | - | - | - | 473 | 765 | 3,498 | 4,736 |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ 194** | **$ -** | **$ -** | **$ -** | **$ 482** | **$ 1,093** | **$ 4,996** | **$ 6,765** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | - | - | - | - | - | - | - | - |
| Expenditure Increase/(Decrease) | - | - | - | - | - | 5 | 5 | 10 |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 5** | **$ 5** | **$ 10** |

**City of Federal Way**
**Capital Improvement Plan**
**Transportation Systems**

| | |
|---|---|
| **Project Name:** | SR99 HOV Lanes Phase III - S 284th St to SR509 |
| **Project Account:** | 306-4400-141 |
| **Project Description & Justification:** | This project reconstructs portions of and widens Pacific Highway South (SR-99) to Provide for HOV lanes, curb, gutter and sidewalk. The project modifies and interconnects existing traffic signal systems, canalization, street lighting systems, driveway access controls, and drainage system improvements.<br><br>SR-99 is the major corridor between the Port of Seattle, SeaTac Airport, and the Port of Tacoma. SR-99 is adjacent to various businesses, manufacturing, industrial and retail centers along its entire length. This project6 will reduce accidents, improve<br><br>The M&O is for ROW maintenance based on scope of the project. |
| **Prior Council Review/Approval:** | 85% Design Status Report July 2006 |

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ 3,600 | $ - | $ - | $ - | $ - | $ - | $ - | $ 3,600 |
| Consultant Services | 1,700 | - | - | - | - | - | - | 1,700 |
| Construction | - | 6,570 | 6,570 | - | - | - | - | 13,140 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | 820 | 820 | - | - | - | - | 1,640 |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | 660 | 660 | - | - | - | - | 1,320 |
| **Total CIP Expenses** | **$ 5,300** | **$ 8,050** | **$ 8,050** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 21,400** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | 975 | - | - | - | - | - | - | 975 |
| Grants/Contributions Received | 5,000 | - | - | - | - | - | - | 5,000 |
| Mitigation Funds Received | 448 | - | - | - | - | - | - | 448 |
| Grants/Contributions Anticipated | - | 6,695 | 6,212 | - | - | - | - | 12,907 |
| Mitigation Funds-Anticipated | - | 100 | 100 | - | - | - | - | 200 |
| Misc./Transfers | 1,870 | - | - | - | - | - | - | 1,870 |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ 8,293** | **$ 6,795** | **$ 6,312** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 21,400** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | 25 | 25 | 26 | 26 | 102 |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ 25** | **$ 25** | **$ 26** | **$ 26** | **$ 102** |

**City of Federal Way**
**Capital Improvement Plan**
**Transportation Systems**

| | |
|---|---|
| **Project Name:** | S 348th Street: 9th Avenue S - SR99 |
| **Project Account:** | 306-4400-138 |
| **Project Description & Justification:** | Add HOV lanes on S 348th Street between 9th Avenue S and SR99, adding raised medians and undergrounding utilities. Project also adds turn lanes at SR99 intersection.<br><br>Both the intersections at SR99 and at 9th Avenue S are expected to fail the LOS standard by 2008. This project maintains LOS standards and improves safety.<br><br>Funding assumes 60% match from TIB.<br><br>The M&O is for ROW maintenance based on scope of the project. |
| **Prior Council Review/Approval:** | 85% Design Status Report July 2006 |

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ 677 | $ - | $ - | $ - | $ - | $ - | $ 677 |
| Consultant Services | 300 | 200 | - | - | - | - | - | 500 |
| Construction | - | 1,500 | 1,050 | - | - | - | - | 2,550 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | 200 | 118 | - | - | - | - | 318 |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | 155 | 100 | - | - | - | - | 255 |
| **Total CIP Expenses** | **$ 300** | **$ 2,732** | **$ 1,268** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 4,300** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax | - | - | - | - | - | - | - | - |
| Utility Tax | - | 1,000 | - | - | - | - | - | 1,000 |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | 645 | - | - | - | - | - | - | 645 |
| Grants/Contributions Anticipated | - | 1,600 | 980 | - | - | - | - | 2,580 |
| Mitigation Funds-Anticipated | - | 50 | 25 | - | - | - | - | 75 |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ 645** | **$ 2,650** | **$ 1,005** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 4,300** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | 5 | 5 | 5 | 6 | 6 | 27 |
| **Net Impact** | **$ -** | **$ -** | **$ 5** | **$ 5** | **$ 5** | **$ 6** | **$ 6** | **$ 27** |

**City of Federal Way**
**Capital Improvement Plan**
**Transportation Systems**

**Project Name:** S 320th St. @ 20th Ave S.
**Project Account:** 306-4400-139

**Project Description & Justification:** Add 2nd EB, WB left turn lanes

The M&O is for ROW maintenance based on scope of the project.

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ 74 | $ - | $ 74 |
| Consultant Services | - | - | - | - | - | 222 | - | 222 |
| Construction | - | - | - | - | - | 1,186 | - | 1,186 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | - | - | - | - | - | - |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 1,482** | **$ -** | **$ 1,482** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | 488 | | 488 |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | 105 | - | - | - | - | - | - | 105 |
| Grants/Contributions Anticipated | - | - | - | - | - | 889 | | 889 |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ 105** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 1,377** | **$ -** | **$ 1,482** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | - | - | 4 | 4 |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 4** | **$ 4** |

**City of Federal Way**
**Capital Improvement Plan**
**Transportation Systems**

| | |
|---|---|
| **Project Name:** | S 320th St. @ 1st Ave S. |
| **Project Account:** | 306-4400-131 |
| **Project Description & Justification:** | Add 2nd NB, WB left turn lanes, WB right turn lanes, widen 1st Ave S. to 5 lanes to 316th<br><br>Funding assumes 60% match from TIB.<br><br>The M&O is for ROW maintenance based on scope of the project. |
| **Prior Council Review/Approval:** | 85% Design Status Report July 2006 |

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ 800 | $ - | $ - | $ - | $ - | $ - | $ 800 |
| Consultant Services | 350 | 100 | - | - | - | - | - | 450 |
| Construction | - | - | - | 4,200 | - | - | - | 4,200 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | - | 504 | - | - | - | 504 |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | 420 | - | - | - | 420 |
| **Total CIP Expenses** | **$ 350** | **$ 900** | **$ -** | **$ 5,124** | **$ -** | **$ -** | **$ -** | **$ 6,374** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Real Estate Excise Tax | 337 | - | - | - | - | - | - | 337 |
| Fuel Tax | - | - | - | - | - | - | - | - |
| Utility Tax | 603 | - | - | - | - | - | - | 603 |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | 178 | - | - | - | - | - | - | 178 |
| Grants/Contributions Anticipated | - | - | - | 3,824 | - | - | - | 3,824 |
| Mitigation Funds-Anticipated | - | 50 | 25 | 25 | - | - | - | 100 |
| Misc./Transfers | 217 | - | - | - | - | - | - | 217 |
| Unfunded Needs | - | - | - | 1,115 | - | - | - | 1,115 |
| **Total CIP Resources** | **$ 1,335** | **$ 50** | **$ 25** | **$ 4,964** | **$ -** | **$ -** | **$ -** | **$ 6,374** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | 6 | 6 | 7 | 19 |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 6** | **$ 6** | **$ 7** | **$ 19** |

**City of Federal Way**
**Capital Improvement Plan**
**Transportation Systems**

| | |
|---|---|
| **Project Name:** | S 356th Street @ Pacific Highway Intersection Impv. |
| **Project Account:** | 306-4400-102 |
| **Project Description & Justification:** | This project will realign the east leg of South 356th Street to line up with the west leg. South 356th Street will be widened to 2 thru-lanes and a left-turn lane westbound and 2 left-turn lanes, a thru-lane and a right-turn lane eastbound<br><br>Project would maintain City's LOS standard at intersections of S356th Street and SR99.<br><br>Funding assumes 60% match from TIB.<br><br>The M&O is for ROW maintenance based on scope of the project. |
| **Prior Council Review/Approval:** | 85% Design Status Report August 2006 |

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ 1,660 | $ 470 | $ - | $ - | $ - | $ - | $ - | $ 2,130 |
| Consultant Services | 1,100 | - | - | - | - | - | - | 1,100 |
| Construction | - | 3,500 | - | - | - | - | - | 3,500 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | 438 | - | - | - | - | - | 438 |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | 350 | - | - | - | - | - | 350 |
| **Total CIP Expenses** | **$ 2,760** | **$ 4,758** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 7,518** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax | - | - | - | - | - | - | - | - |
| Utility Tax | - | 200 | - | - | - | - | - | 200 |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | 1,120 | - | - | - | - | - | - | 1,120 |
| Grants/Contributions Received | 378 | - | - | - | - | - | - | 378 |
| Mitigation Funds Received | 1,170 | - | - | - | - | - | - | 1,170 |
| Grants/Contributions Anticipated | - | 4,200 | - | - | - | - | - | 4,200 |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | 450 | - | - | - | - | - | 450 |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ 2,668** | **$ 4,850** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 7,518** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | 5 | 5 | 5 | 5 | 5 | 25 |
| **Net Impact** | **$ -** | **$ -** | **$ 5** | **$ 5** | **$ 5** | **$ 5** | **$ 5** | **$ 25** |

**City of Federal Way**
**Capital Improvement Plan**
**Transportation Systems**

| | |
|---|---|
| **Project Name:** | SR18 @ SR161 Intersection Impv |
| **Project Account:** | 306-4400-140 |
| **Project Description & Justification:** | Add 3rd left-turn lane westbound, right-turn lane eastbound and westbound, and add 3rd lane southbound on SR161 to S 352nd Street Intersection is failing adopted level-of-service standard and is a high accident location.<br><br>The M&O is for ROW maintenance based on scope of the project. |
| **Prior Council Review/Approval:** | Rejection of bid and authorize staff to rebid April 17 2006 |

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ 5 | $ - | $ - | $ - | $ - | $ - | $ - | $ 5 |
| Consultant Services | 400 | - | - | - | - | - | - | 400 |
| Construction | 208 | 918 | - | - | - | - | - | 1,126 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | 115 | - | - | - | - | - | 115 |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | 91 | - | - | - | - | - | 91 |
| **Total CIP Expenses** | **$ 613** | **$ 1,124** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 1,737** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Real Estate Excise Tax | 179 | - | - | - | - | - | - | 179 |
| Fuel Tax | - | - | - | - | - | - | - | - |
| Utility Tax | 15 | - | - | - | - | - | - | 15 |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | 462 | - | - | - | - | - | - | 462 |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | 325 | - | - | - | - | - | 325 |
| Misc./Transfers | 756 | - | - | - | - | - | - | 756 |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ 1,412** | **$ 325** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 1,737** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | 15 | 15 | 15 | 16 | 16 | 77 |
| **Net Impact** | **$ -** | **$ -** | **$ 15** | **$ 15** | **$ 15** | **$ 16** | **$ 16** | **$ 77** |

**City of Federal Way**
**Capital Improvement Plan**
**Transportation Systems**

| | |
|---|---|
| **Project Name:** | S 348th Street @ 1st Avenue S |
| **Project Account:** | 306-4400-135 |
| **Project Description & Justification:** | Add double-left-turn lanes on S 348th Street and southbound and westbound right-turn lanes.<br><br>The intersection is currently failing the City's LOS standard. This project would maintain the LOS standard beyond 2008.<br><br>Funding assumes 60% match from TIB.<br><br>The M&O is for ROW maintenance based on scope of the project. |
| **Prior Council Review/Approval:** | 30% Design Status Report September 2006 |

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ 300 | $ - | $ - | $ - | $ - | $ - | $ 300 |
| Consultant Services | 100 | 200 | - | - | - | - | - | 300 |
| Construction | - | - | - | 1,500 | - | - | - | 1,500 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | - | 180 | - | - | - | 180 |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | 150 | - | - | - | 150 |
| **Total CIP Expenses** | **$ 100** | **$ 500** | **$ -** | **$ 1,830** | **$ -** | **$ -** | **$ -** | **$ 2,430** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Real Estate Excise Tax | 79 | - | - | - | - | - | - | 79 |
| Fuel Tax | - | - | - | - | - | - | - | - |
| Utility Tax | 432 | - | - | - | - | - | - | 432 |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | 155 | - | - | - | - | - | - | 155 |
| Grants/Contributions Anticipated | - | - | - | 1,458 | - | - | - | 1,458 |
| Mitigation Funds-Anticipated | - | 25 | 25 | 25 | - | - | - | 75 |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | 231 | - | - | - | 231 |
| **Total CIP Resources** | **$ 666** | **$ 25** | **$ 25** | **$ 1,714** | **$ -** | **$ -** | **$ -** | **$ 2,430** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | 3 | 3 | 3 | 9 |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 3** | **$ 3** | **$ 3** | **$ 9** |

**City of Federal Way**
**Capital Improvement Plan**
**Transportation Systems**

**Project Name:** S 352nd Street; SR-99 to SR-161
**Project Account:** 306-4400-151

**Project Description & Justification:**
Extend 3-lne collector with bike lanes, sidewalks and street lights
Improve retail access

Funding assumes 60% match from TIB.

The M&O is for ROW maintenance based on scope of the project.

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ 550 | $ 950 | $ - | $ - | $ - | $ 1,500 |
| Consultant Services | - | 450 | - | - | - | - | - | 450 |
| Construction | - | - | - | 2,900 | - | - | - | 2,900 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | - | 350 | - | - | - | 350 |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ -** | **$ 450** | **$ 550** | **$ 4,200** | **$ -** | **$ -** | **$ -** | **$ 5,200** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | 500 | - | - | - | - | 500 |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | 3,120 | - | - | - | 3,120 |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | 500 | - | - | - | - | - | 500 |
| Unfunded Needs | - | - | - | 1,080 | - | - | - | 1,080 |
| **Total CIP Resources** | **$ -** | **$ 500** | **$ 500** | **$ 4,200** | **$ -** | **$ -** | **$ -** | **$ 5,200** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | 5 | 5 | 5 | 15 |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 5** | **$ 5** | **$ 5** | **$ 15** |

**City of Federal Way**
**Capital Improvement Plan**
**Transportation Systems**

**Project Name:** SW 320th Street @ 21st Avenue SW
**Project Account:** 306-4400-152

**Project Description & Justification:** Construct 2nd WB left -turn lane, install interconnect to signal at 26th Avenue SW
Concurrency requirement

The M&O is for ROW maintenance based on scope of the project.

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ 175 | $ - | $ - | $ 175 |
| Consultant Services | - | - | - | - | 175 | - | - | 175 |
| Construction | - | - | - | - | 1,398 | - | - | 1,398 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | - | - | - | - | - | - |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 1,748** | **$ -** | **$ -** | **$ 1,748** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | 1,748 | - | - | 1,748 |
| **Total CIP Resources** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 1,748** | **$ -** | **$ -** | **$ 1,748** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | | | | | $ - |
| Expenditure Increase/(Decrease) | - | - | - | | | | | - |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

**City of Federal Way**
**Capital Improvement Plan**
**Transportation Systems**

| | |
|---|---|
| **Project Name:** | 21st Av SW Ext: SW 356th St - 22nd Av SW |
| **Project Account:** | 306-4400-137 |
| **Project Description & Justification:** | Extend 21st Avenue SW from SW 356th Street to intersection of 22nd Avenue SW at SW 357th Street.<br><br>22nd Avenue SW is failing LOS standard at SW 356th Street. Queues from signal at SW 356th Street @ 21st Avenue SW block intersection at 22nd Avenue SW. Project would improve LOS and mitigate safety problems with left-turns at 22nd.<br><br>The M&O is for ROW maintenance based on scope of the project. |
| **Prior Council Review/Approval:** | 100% Design Status Report August 2006 |

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ 288 | $ - | $ - | $ - | $ - | $ - | $ - | $ 288 |
| Consultant Services | 150 | - | - | - | - | - | - | 150 |
| Construction | - | 590 | - | - | - | - | - | 590 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | 68 | - | - | - | - | - | 68 |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | 59 | - | - | - | - | - | 59 |
| **Total CIP Expenses** | **$ 438** | **$ 717** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 1,155** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Real Estate Excise Tax | 307 | - | - | - | - | - | - | 307 |
| Fuel Tax | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | 91 | - | - | - | - | - | - | 91 |
| Grants/Contributions Anticipated | - | 500 | - | - | - | - | - | 500 |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | 19 | 238 | - | - | - | - | - | 257 |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ 417** | **$ 738** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 1,155** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | 1 | 1 | 1 | 1 | 1 | 5 |
| **Net Impact** | **$ -** | **$ -** | **$ 1** | **$ 1** | **$ 1** | **$ 1** | **$ 1** | **$ 5** |

**City of Federal Way**
**Capital Improvement Plan**
**Transportation Systems**

**Project Name:** SW 320th Street @ 47th Avenue SW
**Project Account:** 306-4400

**Project Description & Justification:** Install traffic signal

The M&O is for ROW maintenance based on scope of the project.

**Prior Council Review/Approval:**

*Projected Expenditures ($1,000's)*

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Consultant Services | - | - | - | - | - | 36 | - | 36 |
| Construction | - | - | - | - | - | 324 | - | 324 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | - | - | - | - | - | - |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 360** | **$ -** | **$ 360** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

*Required Resources ($1,000's)*

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | | - | 360 | - | 360 |
| **Total CIP Resources** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 360** | **$ -** | **$ 360** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | - | - | 4 | 4 |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 4** | **$ 4** |

**City of Federal Way**
**Capital Improvement Plan**
**Transportation Systems**

**Project Name:** S 312th Street @ 28th Avenue S
**Project Account:** 306-4400-161

**Project Description & Justification:** Construct SB right turn lanes

The M&O is for ROW maintenance based on scope of the project.

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Consultant Services | - | - | - | - | - | 14 | - | 14 |
| Construction | - | - | - | - | - | 122 | - | 122 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | - | - | - | - | - | - |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 136** | **$ -** | **$ 136** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | 136 | - | 136 |
| **Total CIP Resources** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 136** | **$ -** | **$ 136** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | - | - | - | - |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

**City of Federal Way**
**Capital Improvement Plan**
**Transportation Systems**

**Project Name:** S 320th Street: 1st Ave S to 8th Ave S
**Project Account:** 306-4400-153

**Project Description & Justification:** Add HOV lanes, landscaped median, street lights

The M&O is for ROW maintenance based on scope of the project.

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,130 | $ 1,130 |
| Consultant Services | - | - | - | - | - | 1,130 | - | 1,130 |
| Construction | - | - | - | - | - | - | 4,503 | 4,503 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | - | - | - | - | - | - |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 1,130** | **$ 5,633** | **$ 6,763** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | 678 | 3,379 | 4,057 |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | 452 | 2,254 | 2,706 |
| **Total CIP Resources** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 1,130** | **$ 5,633** | **$ 6,763** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | - | - | - | - |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

**City of Federal Way**
**Capital Improvement Plan**
**Transportation Systems**

**Project Name:** SW 336th Way/SW 340th Street: 26th Place SW-Hoyt Road
**Project Account:** 306-4400-XXX

**Project Description & Justification:** Widen to 5 lanes

The M&O is for ROW maintenance based on scope of the project.

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ 1,092 | $ - | $ 1,092 |
| Consultant Services | - | - | - | - | 786 | - | - | 786 |
| Construction | - | - | - | - | - | - | 5,899 | 5,899 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | - | - | - | - | - | - |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 786** | **$ 1,092** | **$ 5,899** | **$ 7,777** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | 471 | 655 | 3,539 | 4,665 |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | | 315 | 437 | 2,360 | 3,112 |
| **Total CIP Resources** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 786** | **$ 1,092** | **$ 5,899** | **$ 7,777** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | - | - | - | - |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

**City of Federal Way**
**Capital Improvement Plan**
**Transportation Systems**

**Project Name:** Pacific Highway HOV Lanes Phases IV - SR-509 to S 312th Street
**Project Account:** 306-4400-159

**Project Description & Justification:** This project reconstructs portions of and widen above mentioned street to provide for HOV lanes, curb, gutter, sidewalk, and provisions for bicycles. Modifies existing traffic signal systems, canalization, street lighting systems, and drainage system improvements.

To improve traffic flow, safety, and reduce accidents and delay.

The M&O is for ROW maintenance based on scope of the project.

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ 1,750 | $ 1,750 | $ - | $ - | $ - | $ - | $ 3,500 |
| Consultant Services | 100 | 600 | 600 | - | - | - | - | 1,300 |
| Construction | - | - | - | 6,000 | 6,000 | - | - | 12,000 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | - | 700 | 700 | - | - | 1,400 |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | 600 | 600 | - | - | 1,200 |
| **Total CIP Expenses** | **$ 100** | **$ 2,350** | **$ 2,350** | **$ 7,300** | **$ 7,300** | **$ -** | **$ -** | **$ 19,400** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Real Estate Excise Tax | 550 | - | - | - | - | - | - | 550 |
| Fuel Tax | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | 500 | - | - | - | - | 500 |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | 100 | - | - | - | - | - | - | 100 |
| Mitigation Funds Received | 330 | - | - | - | - | - | - | 330 |
| Grants/Contributions Anticipated | - | 2,150 | 2,350 | 3,009 | 3,009 | - | - | 10,518 |
| Mitigation Funds-Anticipated | - | 200 | 50 | - | - | - | - | 250 |
| Misc./Transfers | - | 500 | - | - | - | - | - | 500 |
| Unfunded Needs | - | - | - | 6,652 | - | - | - | 6,652 |
| **Total CIP Resources** | **$ 980** | **$ 2,850** | **$ 2,900** | **$ 9,661** | **$ 3,009** | **$ -** | **$ -** | **$ 19,400** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | | 27 | 27 | 27 | 81 |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 27** | **$ 27** | **$ 27** | **$ 81** |

**City of Federal Way**
**Capital Improvement Plan**
**Transportation Systems**

| | |
|---|---|
| **Project Name:** | Military Road S: Star Lake Road to S 288th Street |
| **Project Account:** | 306-4400 |
| **Project Description & Justification:** | Widen to 5 lanes with bike lanes, sidewalks, street lights<br><br>The M&O is for ROW maintenance based on scope of the project. |
| **Prior Council Review/Approval:** | |

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ 819 | $ - | $ 819 |
| Consultant Services | - | - | - | - | 594 | - | - | 594 |
| Construction | - | - | - | - | - | - | 4,528 | 4,528 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | - | - | - | - | - | - |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 594** | **$ 819** | **$ 4,528** | **$ 5,941** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | 357 | 492 | 2,716 | 3,565 |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | 237 | 327 | 1,812 | 2,376 |
| **Total CIP Resources** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 594** | **$ 819** | **$ 4,528** | **$ 5,941** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | - | - | - | - |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

**City of Federal Way**
**Capital Improvement Plan**
**Transportation Systems**

**Project Name:** SW 356th Street / BPA Trail Signal
**Project Account:** 306-4400-163

**Project Description & Justification:** Install pedestrian signal

The M&O is for ROW maintenance based on scope of the project.

**Prior Council Review/Approval:**

*Projected Expenditures ($1,000's)*

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Consultant Services | - | 30 | - | - | - | - | - | 30 |
| Construction | - | - | 285 | - | - | - | - | 285 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | - | - | - | - | - | - |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ -** | **$ 30** | **$ 285** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 315** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

*Required Resources ($1,000's)*

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax | 315 | - | - | - | - | - | - | 315 |
| Utility Tax | - | - | - | - | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 315** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | 3 | 3 | 3 | 3 | 12 |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ 3** | **$ 3** | **$ 3** | **$ 3** | **$ 12** |

**City of Federal Way**
**Capital Improvement Plan**
**Transportation Systems**

**Project Name:** City Center Access Phase 4
**Project Account:** 306-4400

**Project Description & Justification:** Widen S 320th Street bridge over I-5 to 7 lanes with sidewalks Re-align loop ramp and NB off-ramp
This phase of the project is for final engineering and right of way acquisition and is listed as Phase 4A in the PSRC 2030 Regional Plan. This is one of multiple phases modifying the existing S 320th St/I5 Interchange. This phase will add HOVlanes and sidewalks in each direction of the bridge structure, replace the loop ramp and modify ramps sections south of the interchange, and provide a Collector Distributor (CD) lane. The Construction Phase is estimated at $36.9 Million.

**Benefits:**

- HOV lanes promote transit ridership alleviating increased congestion and poor air quality. Additionally, the HOV lanes support the new service routes to the regional Park & Ride enhancing on time reliability to commuters.
- Loop ramp replacement removes current safety issues of the non standard radius of the existing ramp reducing collision incidences.
- The CD lane addition removes vehicles from the interchange intersections as well as the freeway increasing free flow operations and time savings to a person's day.
- Economic development is promoted through reduced travel times and livability to the City Center.

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ 2,600 | $ - | $ - | $ 2,600 |
| Consultant Services | - | - | - | - | 1,100 | 8,100 | - | 9,200 |
| Construction | - | - | - | - | - | - | - | - |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | - | - | - | - | - | - |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 3,700** | **$ 8,100** | **$ -** | **$ 11,800** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | 3,700 | 8,100 | - | 11,800 |
| **Total CIP Resources** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 3,700** | **$ 8,100** | **$ -** | **$ 11,800** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | - | - | - | - |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

**City of Federal Way**
**Capital Improvement Plan**
**Transportation Systems**

**Project Name:** S 356th Street SR 99-SR161
**Project Account:** 306-4400-XXX

**Project Description & Justification:** Widen to 5 lanes, bike lanes, sidewalks, illumination

The M&O is for ROW maintenance based on scope of the project.

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ 495 | $ - | $ - | $ 495 |
| Consultant Services | - | - | - | 598 | - | - | - | 598 |
| Construction | - | - | - | - | - | 4,886 | - | 4,886 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | - | - | - | - | - | - |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ -** | **$ -** | **$ -** | **$ 598** | **$ 495** | **$ 4,886** | **$ -** | **$ 5,979** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | 359 | 198 | 1,954 | - | 2,511 |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | 239 | 297 | 2,932 | - | 3,468 |
| **Total CIP Resources** | **$ -** | **$ -** | **$ -** | **$ 598** | **$ 495** | **$ 4,886** | **$ -** | **$ 5,979** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | - | - | 35 | 35 |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 35** | **$ 35** |

**City of Federal Way**
**Capital Improvement Plan**
**Transportation Systems**

| | |
|---|---|
| **Project Name:** | SW 312th Street @ SR509 |
| **Project Account:** | 306-4400-142 |
| **Project Description & Justification:** | Widen to add left turn lanes on SW 312th Street, bike lanes, sidewalks, street lights, modify traffic signal; Pedestrian safety<br><br>The M&O is for ROW maintenance based on scope of the project. |
| **Prior Council Review/Approval:** | |

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Consultant Services | - | 163 | - | - | - | - | - | 163 |
| Construction | - | - | - | - | 1,039 | - | - | 1,039 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | - | - | - | - | - | - |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ -** | **$ 163** | **$ -** | **$ -** | **$ 1,039** | **$ -** | **$ -** | **$ 1,202** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | 163 | - | - | - | - | - | - | 163 |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | 1,039 | - | - | 1,039 |
| **Total CIP Resources** | **$ 163** | **$ -** | **$ -** | **$ -** | **$ 1,039** | **$ -** | **$ -** | **$ 1,202** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | - | 2 | 2 | 4 |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 2** | **$ 2** | **$ 4** |

**City of Federal Way**
**Capital Improvement Plan**
**Transportation Systems**

**Project Name:** 1st Ave S @ S 328th Street
**Project Account:** 306-4400-148

**Project Description & Justification:** Improve access at 328th
Pedestrian safety

The M&O is for ROW maintenance based on scope of the project.

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Consultant Services | - | - | - | 46 | - | - | - | 46 |
| Construction | - | - | - | 413 | - | - | - | 413 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | - | - | - | - | - | - |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ -** | **$ -** | **$ -** | **$ 459** | **$ -** | **$ -** | **$ -** | **$ 459** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Real Estate Excise Tax | - | - | - | 314 | - | - | - | 314 |
| Fuel Tax | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | 58 | - | - | - | - | - | - | 58 |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | 87 | - | - | - | 87 |
| **Total CIP Resources** | **$ 58** | **$ -** | **$ -** | **$ 401** | **$ -** | **$ -** | **$ -** | **$ 459** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | 6 | 6 | 6 | 18 |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 6** | **$ 6** | **$ 6** | **$ 18** |

**City of Federal Way**
**Capital Improvement Plan**
**Transportation Systems**

**Project Name:** 10th Ave SW Impv: SW Campus Dr - SW344th St
**Project Account:** 306-4400-146

**Project Description & Justification:** This project constructs portions of and widens 12th Avenue SW to three lanes, sidewalks, street lights. To improve traffic flow, safety, and reduce accidents and delay.

The M&O is for ROW maintenance based on scope of the project.

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ 546 | $ - | $ 546 |
| Consultant Services | - | - | - | - | 546 | - | - | 546 |
| Construction | - | - | - | - | - | - | 7,540 | 7,540 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | - | - | - | - | - | - |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 546** | **$ 546** | **$ 7,540** | **$ 8,632** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | 171 | - | - | - | - | - | - | 171 |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | 375 | 546 | 7,540 | 8,461 |
| **Total CIP Resources** | **$ 171** | **$ -** | **$ -** | **$ -** | **$ 375** | **$ 546** | **$ 7,540** | **$ 8,632** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | - | - | - | - |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

**City of Federal Way**
**Capital Improvement Plan**
**Transportation Systems**

**Project Name:** S 304th Street @ 28th Ave S
**Project Account:** 306-4400

**Project Description & Justification:** Add NB, R-turn lane, Signal

The M&O is for ROW maintenance based on scope of the project.

**Prior Council Review/Approval:**

*Projected Expenditures ($1,000's)*

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ 39 | $ - | $ - | $ 39 |
| Consultant Services | - | - | - | - | 39 | - | - | 39 |
| Construction | - | - | - | - | 315 | - | - | 315 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | - | - | - | - | - | - |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 393** | **$ -** | **$ -** | **$ 393** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

*Required Resources ($1,000's)*

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | 393 | - | - | 393 |
| **Total CIP Resources** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 393** | **$ -** | **$ -** | **$ 393** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | - | 4 | 4 | 8 |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 4** | **$ 4** | **$ 8** |

**City of Federal Way**
**Capital Improvement Plan**
**Transportation Systems**

**Project Name:** City Center Access Study Phase 2
**Project Account:** 306-4400-150

**Project Description & Justification:**

The City plans to eliminate critical safety risks and increase mobility by providing improvements that will modify the existing interchange of S 320th Street at Interstate 5. Phase 2 includes the Environmental Documentation, Final Access Point Decision Re Decision Report (APDR), and Preliminary Engineering. The project will not only benefit the designated urban center city core, but will address state and federal highway system issues in this vicinity. This interchange is the sole freeway access to the city center.

**Benefits :**

- Reduce exceedingly long delays from volumes of vehicles, freight, and buses by reducing congestion that occurs morning, midday and evening peak hours, as well as several hours during weekends.
- Congestion levels also adversely impact the environment in terms of increased motor vehicle emissions and energy consumption. The project provides significant opportunities for restoration and protection of salmon habitat in the Hylebos Creek Basin and protection of localized endangered wetlands.
- Increased mobility in access to the city with this project supports economic development and livability of Federal Way's City Center Core, a designated Urban Center.
- The project is within the State's High Accident Corridors No. 4 and No. 8. Many collisions are due to incident-related congestion resulting from spillover traffic impacts at this project location. A substantial decrease of collisions will occur by the project providing relief to the existing interchange.

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Consultant Services | 500 | 1,500 | 1,500 | - | - | - | - | 3,500 |
| Construction | - | - | - | - | - | - | - | - |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | - | - | - | - | - | - |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ 500** | **$ 1,500** | **$ 1,500** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 3,500** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | | | $ - | $ - | $ - | $ - | $ - |
| Real Estate Excise Tax | 500 | 1,100 | 1,100 | - | - | - | - | 2,700 |
| Fuel Tax | - | | | - | - | - | - | - |
| Utility Tax | 200 | 200 | 400 | - | - | - | - | 800 |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | 5 | - | - | - | - | - | - | 5 |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ 705** | **$ 1,300** | **$ 1,500** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 3,505** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | - | - | - | - |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

**City of Federal Way**
**Capital Improvement Plan**
**Transportation Systems**

**Project Name:** 1st Av S: S292 -@312
**Project Account:** 306-4400-xxx

**Project Description & Justification:** Pave shoulders

The M&O is for ROW maintenance based on scope of the project.

**Prior Council Review/Approval:**

*Projected Expenditures ($1,000's)*

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ 71 | $ - | $ 71 |
| Consultant Services | - | - | - | - | - | 71 | - | 71 |
| Construction | - | - | - | - | - | 571 | - | 571 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | - | - | - | - | - | - |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 713** | **$ -** | **$ 713** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

*Required Resources ($1,000's)*

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | 713 | - | 713 |
| **Total CIP Resources** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 713** | **$ -** | **$ 713** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | - | - | 1 | 1 |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 1** | **$ 1** |

**City of Federal Way**
**Capital Improvement Plan**
**Transportation Systems**

**Project Name:** City Center Access Phase 3 -- S 320th Street @ I-5
**Project Account:** 306-4400-XXX

**Project Description & Justification:** This phase of the project is listed as Phase 3A in the PSRC 2030 Regional Plan and is one of multiple phases modifying the existing S 320th St/I5 Interchange. This Phase adds a 2nd L-turn lane, 3rd R-turn lane, on the SB off ramp and anticipates no rightno right of way needs.

**Benefits:**

- 2006 Level of Service (LOS) Analysis shows LOS F and v/c 1.38 exceeding current City standards for the PM peak hour. Improvements forecast a LOS D and v/c .86 well within the Cities acceptable standards and a substantial improvement to vehicle
- Existing collision rates are primarily rear ends on I5 due to vehicles in an extended queue overflowing onto the freeway waiting on the ramp entrance to the City. This project reduces the vehicle queuing thus reducing severity and occurrence of collisions at this location.
- Economic development is promoted through reduced travel times to the City Center.

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Consultant Services | - | - | - | - | 285 | - | - | 285 |
| Construction | - | - | - | - | 2,565 | - | - | 2,565 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | - | - | - | - | - | - |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 2,850** | **$ -** | **$ -** | **$ 2,850** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | 64 | - | - | - | - | - | - | 64 |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | 2,786 | - | - | 2,786 |
| **Total CIP Resources** | **$ 64** | **$ -** | **$ -** | **$ -** | **$ 2,786** | **$ -** | **$ -** | **$ 2,850** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | - | - | - | - |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

**City of Federal Way**
**Capital Improvement Plan**
**Transportation Systems**

**Project Name:** S 314th St: 20th Av S - 23rd Av S - ***Install new sidewalks***
**Project Account:** 306-4400-XXX

**Project Description & Justification:** Install sidewalks on both sides of South 314th Street (Private Rd) for connectivity between South 314th Street and South 316th Street for pedestrian access to the shopping centers.

The M&O is for ROW maintenance based on scope of the project.

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Consultant Services | - | - | - | 45 | - | - | - | 45 |
| Construction | - | - | - | 336 | - | - | - | 336 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | - | - | - | - | - | - |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ -** | **$ -** | **$ -** | **$ 381** | **$ -** | **$ -** | **$ -** | **$ 381** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

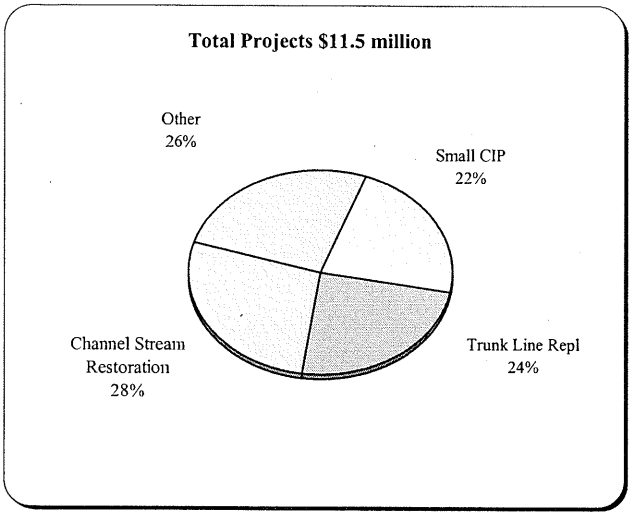
***Required Resources ($1,000's)***

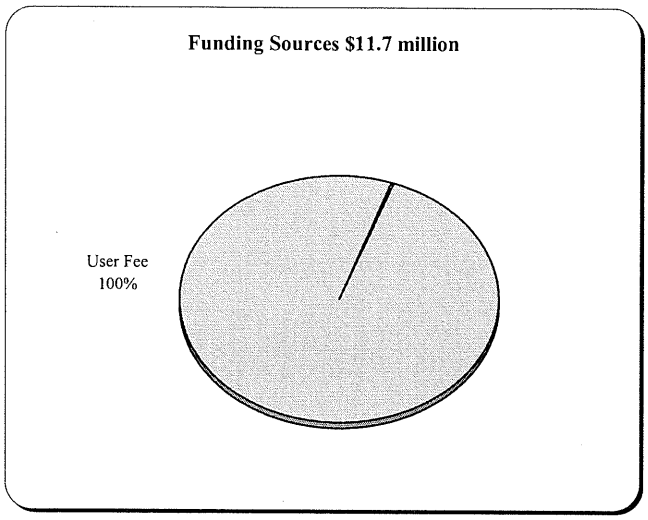
| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Real Estate Excise Tax | - | - | - | 40 | - | - | - | 40 |
| Fuel Tax | - | - | - | 300 | - | - | - | 300 |
| Utility Tax | - | - | - | - | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | 41 | - | - | - | 41 |
| **Total CIP Resources** | **$ -** | **$ -** | **$ -** | **$ 381** | **$ -** | **$ -** | **$ -** | **$ 381** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | 5 | 5 | 5 | 15 |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 5** | **$ 5** | **$ 5** | **$ 15** |

CITY OF
Federal Way

# 6-Year CIP Plan
# Surface Water Improvement Projects




| Sources and Uses | | LTD | Appropriated 2007 | Appropriated 2008 | Planned 2009 | Planned 2010 | Planned 2011 | Planned 2012 | 2006-2012 Total |
|---|---|---|---|---|---|---|---|---|---|
| | User Fee | $ 4,238 | $ 951 | $ 1,190 | $ 1,100 | $ 1,108 | $ 2,454 | $ 594 | $ 11,634 |
| | Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| | Fuel Tax | - | - | - | - | - | - | - | - |
| | Utility Tax | - | - | - | - | - | - | - | - |
| | Bond Proceeds | - | - | - | - | - | - | - | - |
| | General Fund | - | - | - | - | - | - | - | - |
| | Grants/Contributions Received | 30 | - | - | - | - | - | - | 30 |
| | Mitigation Funds Received | - | - | - | - | - | - | - | - |
| | Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| | Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| | Misc./Transfers | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | | **$ 4,268** | **$ 951** | **$ 1,190** | **$ 1,100** | **$ 1,108** | **$ 2,454** | **$ 594** | **$ 11,664** |
| **No.** | **Project Name** | | | | | | | | |
| 0 | Small CIP -- Annual Program | $ 1,140 | $ 200 | $ 207 | $ 214 | $ 222 | $ 230 | $ 238 | $ 2,450 |
| 3 | East Branch Lakota Creek Channel Restoration | 729 | 50 | - | - | - | - | - | 779 |
| 4 | Lake Jeane Outlet Control Structure | 125 | 430 | - | - | - | - | - | 555 |
| 5 | SW 332nd Street (26th AV. SW) Trunk Replacement Project | 120 | 715 | - | - | - | - | - | 835 |
| 6 | Mirror Basin detention pond - East 15-inch lateral/detention | 48 | 200 | - | - | - | - | - | 248 |
| 7 | S 373rd Street Hylebos Creek Bridge Replacement | 250 | 660 | - | - | - | - | - | 910 |
| 8 | SR 99 Phase III Roadway Improvements | - | 150 | - | - | - | - | - | 150 |
| 9 | Lake Lorene Outlet Control Structure | - | 95 | 295 | - | - | - | - | 390 |
| 10 | Outlet Channel Modification | - | 50 | 130 | - | - | - | - | 180 |
| 11 | 10th Avenue S. Drainage Improvements | - | 55 | 375 | - | - | - | - | 430 |
| 12 | S. 336th and 34th Avenue S. Drainage Improvement | - | - | 25 | 120 | - | - | - | 145 |
| 13 | S 308th St. Lateral Drainage Interceptor | - | - | 60 | 105 | - | - | - | 165 |
| 14 | 1st Way South Trunk Replacement | - | - | 98 | 573 | - | - | - | 671 |
| 15 | S 316th Place Detention Facility | - | - | - | 88 | 517 | - | - | 605 |
| 16 | Lower Joe's Creek Habitat Restoration | - | - | - | - | 324 | 1,899 | - | 2,223 |
| 17 | Low Flow Diversion /Infiltration Trench | - | - | - | - | 45 | 265 | - | 310 |
| 18 | 21st Avenue SW Detention Facility | - | - | - | - | - | 60 | 356 | 416 |
| **Total Projects** | | **$ 2,412** | **$ 2,605** | **$ 1,190** | **$ 1,100** | **$ 1,108** | **$ 2,454** | **$ 594** | **$ 11,462** |
| **Unfunded Needs** | | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| M&O Impact | | $ 6 | $ 4 | $ 19 | $ 24 | $ 31 | $ 37 | $ 39 | $ 160 |

**City of Federal Way**
**Capital Improvement Plan**
**Surface Water Management System**

| | |
|---|---|
| **Project Name:** | Small CIP -- Annual Program |
| **Project Number:** | 0 |
| **Project Account:** | 304-3100-111-596-42 |
| **Project Description:** | Miscellaneous small capital project. |
| **Prior Council Review/Approval:** | |

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Consultant Services | - | - | - | - | - | - | - | - |
| Construction | 1,140 | 200 | 207 | 214 | 222 | 230 | 238 | 2,450 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | - | - | - | - | - | - |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ 1,140** | **$ 200** | **$ 207** | **$ 214** | **$ 222** | **$ 230** | **$ 238** | **$ 2,450** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ 1,110 | $ 200 | $ 207 | $ 214 | $ 222 | $ 230 | $ 238 | $ 2,420 |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | 30 | - | - | - | - | - | - | 30 |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ 1,140** | **$ 200** | **$ 207** | **$ 214** | **$ 222** | **$ 230** | **$ 238** | **$ 2,450** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | 4 | 2 | 2 | 2 | 2 | 2 | 2 | 16 |
| **Net Impact** | **$ 4** | **$ 2** | **$ 2** | **$ 2** | **$ 2** | **$ 2** | **$ 2** | **$ 16** |

**City of Federal Way**
**Capital Improvement Plan**
**Surface Water Management System**

| | |
|---|---|
| **Project Name:** | East Branch Lakota Creek Channel Restoration |
| **Project Number:** | 3 |
| **Project Account:** | 304-3100-247-596-42 |
| **Project Description:** | Relocate sewer line where needed and stabilize channel bank at river mile 0.80 - 0.90. Remove culvert at river mile 0.85. Tightline outfall from residential detention pond at river mile 0.95. Provide hydraulic management to enhance fish habitat.<br><br>This project has been reevaluated based on recently issued ESA listing and newer design techniques. This resulted in a higher project cost. Since the other two CIP projects in Lakota Creek will be constructed in year 2003, in order to prevent damages to the new construction in main stem Lakota Creek from the unmanaged flow of East Branch Lakota Creek, this project has been advanced from 2010-2011 to 2003-2004.<br>Regional detention facilities cannot feasibly reduce existing high flows in the channels.<br><br>The improvements are intended to reduce impacts for high flows through a combination of channel stabilization, removal of flow restrictions, and improvements to local conveyance systems. East Branch Lakota Creek needs to support the habitat functions in the reach of Lakota Creek below the confluence with West Branch Lakota Creek and also need hydraulic management design. |
| **Prior Council Review/Approval:** | |

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Consultant Services | 267 | - | - | - | - | - | - | 267 |
| Construction | 462 | 50 | - | - | - | - | - | 512 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | - | - | - | - | - | - |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ 729** | **$ 50** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 779** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ 981 | $ - | $ - | $ - | $ - | $ - | $ - | $ 981 |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ 981** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 981** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 14 |
| **Net Impact** | **$ 2** | **$ 2** | **$ 2** | **$ 2** | **$ 2** | **$ 2** | **$ 2** | **$ 14** |

**City of Federal Way**
**Capital Improvement Plan**
**Surface Water Management System**

| | |
|---|---|
| **Project Name:** | Lake Jeane Outlet Control Structure |
| **Project Number:** | 4 |
| **Project Account:** | |
| **Project Description:** | The project will construct a new outlet control structure with a new overflow weir and low-flow orifice. It will also replace the existing parallell 18" and 24" trunk lines downstream of the control structure with a new 36" RCP pipe.<br><br>There has been flooding around Lake Jeane due to problems with the outlet structures. This project will alleviate the problem up to the 100-year, 24-hour event with future land use included in the design. Costs have gone down over original estimates due to the pipe conditions being better than expected as well as the TLG&CC plans to remove one tennis court as a part of an irrigation replacement project. Original estimate: $1,228 K |
| **Prior Council Review/Approval:** | |

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Consultant Services | 125 | - | - | - | - | - | - | 125 |
| Construction | - | 325 | - | - | - | - | - | 325 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | 55 | - | - | - | - | - | 55 |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | 50 | - | - | - | - | - | 50 |
| **Total CIP Expenses** | **$ 125** | **$ 430** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 555** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ 179 | $ 376 | $ - | $ - | $ - | $ - | $ - | $ 555 |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ 179** | **$ 376** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 555** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | 3 | 3 | 3 | 3 | 3 | 15 |
| **Net Impact** | **$ -** | **$ -** | **$ 3** | **$ 3** | **$ 3** | **$ 3** | **$ 3** | **$ 15** |

**City of Federal Way**
**Capital Improvement Plan**
**Surface Water Management System**

| | |
|---|---|
| **Project Name:** | SW 332nd Street (26th AV. SW) Trunk Replacement Project |
| **Project Number:** | 5 |
| **Project Account:** | 304-3100-253-596-42- |
| **Project Description:** | This project will correct existing flooding problems upstream of Lake Ponce de Leon. Approximately 2200 feet of 18" trunk line will be replaced with 24" to 30" diameter pipe. This project has changed in scope due to additional engineering investigation resulting in an additional 1000 feet being added by combining two recommended SWM CIP projects for 26th Ave. SW (SPL5-CIP-01 and SPL5-CIP-02) for 2006 and 2007. The two projects have been combined into one for efficiency. The current project cost estimate is for $810K in 2006 vs the projected costs for the two projects of $1.2M in 2006/2007. |
| **Prior Council Review/Approval:** | |

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Consultant Services | 120 | - | - | - | - | - | - | 120 |
| Construction | - | 625 | - | - | - | - | - | 625 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | 30 | - | - | - | - | - | 30 |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | 60 | - | - | - | - | - | 60 |
| **Total CIP Expenses** | **$ 120** | **$ 715** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 835** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ 810 | $ 25 | $ - | $ - | $ - | $ - | $ - | $ 835 |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ 810** | **$ 25** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 835** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | | | | | $ - |
| Expenditure Increase/(Decrease) | - | - | 3 | 3 | 3 | 3 | 3 | 15 |
| **Net Impact** | **$ -** | **$ -** | **$ 3** | **$ 3** | **$ 3** | **$ 3** | **$ 3** | **$ 15** |

**City of Federal Way**
**Capital Improvement Plan**
**Surface Water Management System**

| | |
|---|---|
| **Project Name:** | Mirror Basin detention pond - East 15-inch lateral/detention |
| **Project Number:** | 6 |
| **Project Account:** | |
| **Project Description:** | This project consists of detention in presently undeveloped residentially zoned property. The release would be set to a flow rate that, combined with flow from another tributary, could be accommodated by the existing trunk system without flooding. There is only 0.9 acre feet of storage available and the project will need to evaluated further to ensure it has an adequate cost/benefit ratio.<br><br>The property is located in the vicinity of SW 308th St and 3rd Ave. S. and is an alternate to upsizing a restrictive trunk line. If it proves unviable, the trunk upsizing will be re-evaluated. |
| **Prior Council Review/Approval:** | |

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ 70 | $ - | $ - | $ - | $ - | $ - | $ 70 |
| Consultant Services | 48 | - | - | - | - | - | - | 48 |
| Construction | - | 100 | - | - | - | - | - | 100 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | - | - | - | - | - | - |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | | 30 | - | - | - | - | - | 30 |
| **Total CIP Expenses** | **$ 48** | **$ 200** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 248** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ 248 | $ - | $ - | $ - | $ - | $ - | $ - | $ 248 |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ 248** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 248** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | 3 | 3 | 3 | 3 | 3 | 15 |
| **Net Impact** | **$ -** | **$ -** | **$ 3** | **$ 3** | **$ 3** | **$ 3** | **$ 3** | **$ 15** |

**City of Federal Way**
**Capital Improvement Plan**
**Surface Water Management System**

| | |
|---|---|
| **Project Name:** | S 373rd Street Hylebos Creek Bridge Replacement |
| **Project Number:** | 7 |
| **Project Account:** | 304-3100-250-596-42 |
| **Project Description:** | This project was originally planned to purchase the Spring Valley Ranch site, 27 acres, and construct a stream relocation/rehabilitation project along with a new bridge crossing for Hylebos Creek at S. 373rd. City pursued and obtained a $400K grant from King County Conservation Futures for land acquisition and also partnered with the WSDOT for the project. WSDOT acquired the entire 27 acres and committed to doing the stream relocation/restoration. The City committed to completing the bridge relocation work originally planned for the larger project. The current estimate for the bridge work includes excavation of 200 feet of S. 373rd due to unsuitable soils.<br><br>Council approved the larger project on April 20th, 2004 and allocated $1.5M of SWM funds towards the project. This updated project sheet reduces the funding requested for the total project at S. 373rd.<br><br>The grant funding will be utilized for acquisition of other West Hylebos Creek Basin properties (see West Hylebos Basin Land Acquisition Project Sheet). |
| **Prior Council Review/Approval:** | |

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Consultant Services | 250 | - | - | - | - | - | - | 250 |
| Construction | - | 550 | - | - | - | - | - | 550 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | 80 | - | - | - | - | - | 80 |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | 30 | - | - | - | - | - | 30 |
| **Total CIP Expenses** | **$ 250** | **$ 660** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 910** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ 910 | $ - | $ - | $ - | $ - | $ - | $ - | $ 910 |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ 910** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 910** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | 3 | 3 | 3 | 3 | 3 | 15 |
| **Net Impact** | **$ -** | **$ -** | **$ 3** | **$ 3** | **$ 3** | **$ 3** | **$ 3** | **$ 15** |

K:\FIN\0708 budget\CIP plan\CIP 0708-SWM 7 S 373rd Restoration

**City of Federal Way**
**Capital Improvement Plan**
**Surface Water Management System**

| | |
|---|---|
| **Project Name:** | SR 99 Phase III Roadway Improvements |
| **Project Number:** | 8 |
| **Project Account:** | |
| **Project Description:** | As a part of the SR 99 roadway improvements project, SWM has identified improvements to the drainage system appropriate to be constructed at this time. Delay of construction to a later date will result in higher costs due to new road improvements. A new line will be installed to carry the flow from Steel Lake within right of way. |
| **Prior Council Review/Approval:** | |

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Consultant Services | - | 50 | - | - | - | - | - | 50 |
| Construction | - | 100 | - | - | - | - | - | 100 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | - | - | - | - | - | - |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ -** | **$ 150** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 150** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ 150 | $ - | $ - | $ - | $ - | $ - | $ 150 |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ -** | **$ 150** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 150** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | 3 | 3 | 3 | 3 | 3 | 15 |
| **Net Impact** | **$ -** | **$ -** | **$ 3** | **$ 3** | **$ 3** | **$ 3** | **$ 3** | **$ 15** |

**City of Federal Way**
**Capital Improvement Plan**
**Surface Water Management System**

| | |
|---|---|
| **Project Name:** | Lake Lorene Outlet Control Structure |
| **Project Number:** | 9 |
| **Project Account:** | |
| **Project Description:** | The project consists of building a new outlet for Lake Lorene to augment the natural outlet channel which cannot handle the larger storm events.<br><br>The new outlet will consist of a concrete outlet set to maintain lake elevations during the summer time but keep the high levels from occuring during the winter. A new pipe line will be built between Lake Lorene and Lake Jeane. |
| **Prior Council Review/Approval:** | |

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ 10 | $ - | $ - | $ - | $ - | $ - | $ 10 |
| Consultant Services | | 85 | - | - | - | - | - | 85 |
| Construction | | - | 220 | - | - | - | - | 220 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | | - | 35 | - | - | - | - | 35 |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | | - | 40 | - | - | - | - | 40 |
| **Total CIP Expenses** | **$ -** | **$ 95** | **$ 295** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 390** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | | $ 95 | $ 295 | $ - | $ - | $ - | $ - | $ 390 |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ -** | **$ 95** | **$ 295** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 390** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | 3 | 3 | 3 | 3 | 12 |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ 3** | **$ 3** | **$ 3** | **$ 3** | **$ 12** |

**City of Federal Way**
**Capital Improvement Plan**
**Surface Water Management System**

**Project Name:** Outlet Channel Modification
**Project Number:** 10
**Project Account:**

**Project Description:**

This project will re-grade the outlet channel from Easter Lake as well as replace an undersized 24" culvert restricting flows from the lake with a 36" diameter culvert. This will reduce flooding around Easter Lake by lowering the lake level during the winter.

This project may be combined with the 10th Avenue S. Drainage project for cost efficiencies.

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ 10 | $ - | $ - | $ - | $ - | $ - | $ 10 |
| Consultant Services | - | 40 | - | - | - | - | - | 40 |
| Construction | - | - | 92 | - | - | - | - | 92 |
| Inspection | - | - | | - | - | - | - | - |
| Construction Management | - | - | 8 | - | - | - | - | 8 |
| Equipment Acquisition | - | - | 10 | - | - | - | - | 10 |
| Contingencies | - | - | 20 | - | - | - | - | 20 |
| **Total CIP Expenses** | **$ -** | **$ 50** | **$ 130** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 180** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ 50 | $ 130 | $ - | $ - | $ - | $ - | $ 180 |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ -** | **$ 50** | **$ 130** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 180** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | 1 | 1 | 1 | 1 | 4 |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ 1** | **$ 1** | **$ 1** | **$ 1** | **$ 4** |

**City of Federal Way**
**Capital Improvement Plan**
**Surface Water Management System**

| | |
|---|---|
| **Project Name:** | 10th Avenue S. Drainage Improvements |
| **Project Number:** | 11 |
| **Project Account:** | |
| **Project Description:** | This project will replace 630 lineal feet of undersized storm drain in 10th Avenue S. from S. 308th St. north. This is necessary to relieve flooding around Easter Lake.<br><br>This project may be combined with the Outlet Channel Modification project for cost efficiencies. |
| **Prior Council Review/Approval:** | |

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Consultant Services | - | 55 | - | - | - | - | - | 55 |
| Construction | - | - | 300 | - | - | - | - | 300 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | 35 | - | - | - | - | 35 |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | 40 | - | - | - | - | 40 |
| **Total CIP Expenses** | **$ -** | **$ 55** | **$ 375** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 430** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ 55 | $ 375 | $ - | $ - | $ - | $ - | $ 430 |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ -** | **$ 55** | **$ 375** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 430** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | 1 | 1 | 1 | 1 | 4 |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ 1** | **$ 1** | **$ 1** | **$ 1** | **$ 4** |

**City of Federal Way**
**Capital Improvement Plan**
**Surface Water Management System**

| | |
|---|---|
| **Project Name:** | S. 336th and 34th Avenue S. Drainage Improvement |
| **Project Number:** | 12 |
| **Project Account:** | |
| **Project Description:** | This project will replace a severly undersized and failing drain line installed by a developer in the 1960's with a larger line to drain a shallow depression in the vicinity of 34th Avenue S/S 335th Street. |
| **Prior Council Review/Approval:** | |

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ 5 | $ - | $ - | $ - | $ - | $ 5 |
| Consultant Services | - | - | 20 | - | - | - | - | 20 |
| Construction | - | - | - | 85 | - | - | - | 85 |
| Inspection | - | - | - | 10 | - | - | - | 10 |
| Construction Management | - | - | - | - | - | - | - | - |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | 25 | - | - | - | 25 |
| **Total CIP Expenses** | **$ -** | **$ -** | **$ 25** | **$ 120** | **$ -** | **$ -** | **$ -** | **$ 145** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ - | $ 25 | $ 120 | $ - | $ - | $ - | $ 145 |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ -** | **$ -** | **$ 25** | **$ 120** | **$ -** | **$ -** | **$ -** | **$ 145** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | 2 | 2 | 2 | 6 |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 2** | **$ 2** | **$ 2** | **$ 6** |

**City of Federal Way**
**Capital Improvement Plan**
**Surface Water Management System**

**Project Name:** S 308th St. Lateral Drainage Interceptor
**Project Number:** 13
**Project Account:**

**Project Description:** This project will construct a new 24" RCP along S. 308th in the vicinity of Easter Lake to solve a flooding problem in the low point of the street. The drainage will either be directed into Easter Lake or into the discharge system from Easter Lake depending on system capacity.

This option requires agreement with a condominium association for an easement for a new discharge into Easter Lake. If this does not happen, drainage will have to be diverted down S. 308th to the drainage in 10th Avenue S. The project costs will increase.

**Prior Council Review/Approval:**

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ 10 | $ - | $ - | $ - | $ - | $ 10 |
| Consultant Services | - | - | 50 | - | - | - | - | 50 |
| Construction | - | - | - | 105 | - | - | - | 105 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | - | - | - | - | - | - |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ -** | **$ -** | **$ 60** | **$ 105** | **$ -** | **$ -** | **$ -** | **$ 165** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ - | $ 60 | $ 105 | $ - | $ - | $ - | $ 165 |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ -** | **$ -** | **$ 60** | **$ 105** | **$ -** | **$ -** | **$ -** | **$ 165** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | 2 | 2 | 2 | 6 |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 2** | **$ 2** | **$ 2** | **$ 6** |

**City of Federal Way**
**Capital Improvement Plan**
**Surface Water Management System**

| | |
|---|---|
| **Project Name:** | 1st Way South Trunk Replacement |
| **Project Number:** | 14 |
| **Project Account:** | |
| **Project Description:** | This project consists of replacing the pipe in 1st Way South that is undersized for the flow. The project will replace 1,730 feet of 30" CMP with 30" RCP along 1st Way South from 1st Place South and 1st Avenue South. |
| **Prior Council Review/Approval:** | |

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Consultant Services | - | - | 98 | - | - | - | - | 98 |
| Construction | - | - | - | 490 | - | - | - | 490 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | - | 40 | - | - | - | 40 |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | 43 | - | - | - | 43 |
| **Total CIP Expenses** | **$ -** | **$ -** | **$ 98** | **$ 573** | **$ -** | **$ -** | **$ -** | **$ 671** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ - | $ 98 | $ 573 | $ - | $ - | $ - | $ 671 |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ -** | **$ -** | **$ 98** | **$ 573** | **$ -** | **$ -** | **$ -** | **$ 671** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | 3 | 3 | 3 | 9 |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 3** | **$ 3** | **$ 3** | **$ 9** |

**City of Federal Way**
**Capital Improvement Plan**
**Surface Water Management System**

| | |
|---|---|
| **Project Name:** | S 316th Place Detention Facility |
| **Project Number:** | 15 |
| **Project Account:** | |
| **Project Description:** | This project will construct a 2 acre-ft detention facility north of S. 316th Place between 4th and 6th Avenues South. The facility will reduce flooding and unacceptable surcharging along the undersized trunk system in the vicinity of 6th Avenue South and South 320th Street. |
| **Prior Council Review/Approval:** | |

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ 35 | $ - | $ - | $ - | $ 35 |
| Consultant Services | - | - | - | 53 | - | - | - | 53 |
| Construction | - | - | - | - | 517 | - | - | 517 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | - | - | - | - | - | - |
| Equipment Acquisition | - | - | - | - | - | - | - | - |
| Contingencies | - | - | - | - | - | - | - | - |
| **Total CIP Expenses** | **$ -** | **$ -** | **$ -** | **$ 88** | **$ 517** | **$ -** | **$ -** | **$ 605** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ - | $ - | $ 88 | $ 517 | $ - | $ - | $ 605 |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ -** | **$ -** | **$ -** | **$ 88** | **$ 517** | **$ -** | **$ -** | **$ 605** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | - | 3 | 3 | 6 |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 3** | **$ 3** | **$ 6** |

**City of Federal Way**
**Capital Improvement Plan**
**Surface Water Management System**

| | |
|---|---|
| **Project Name:** | Lower Joe's Creek Habitat Restoration |
| **Project Number:** | 16 |
| **Project Account:** | |
| **Project Description:** | This project will restore the lower sections of Joe's Creek for fish habitat due to erosive damages from urban runoff. Following a survey of habitat and stream structure, it is anticipated that the currently proposed project will use large woody materials and designed in-stream structures needed to provide stable life cycle habitat for the species utilizing Joe's Creek. |
| **Prior Council Review/Approval:** | |

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ 45 | $ - | $ - | $ 45 |
| Consultant Services | - | - | - | - | 279 | - | - | 279 |
| Construction | - | - | - | - | - | 1,600 | - | 1,600 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | - | - | - | 100 | - | 100 |
| Equipment Acquisition | - | - | - | - | - | 10 | - | 10 |
| Contingencies | - | - | - | - | - | 189 | - | 189 |
| **Total CIP Expenses** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 324** | **$ 1,899** | **$ -** | **$ 2,223** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ - | $ - | $ - | $ 324 | $ 1,899 | $ - | $ 2,223 |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 324** | **$ 1,899** | **$ -** | **$ 2,223** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | - | 3 | 3 | 6 |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 3** | **$ 3** | **$ 6** |

**City of Federal Way**
**Capital Improvement Plan**
**Surface Water Management System**

| | |
|---|---|
| **Project Name:** | Low Flow Diversion /Infiltration Trench |
| **Project Number:** | 17 |
| **Project Account:** | |
| **Project Description:** | This project will construct a low-flow diversion incorporating an infiltration trench south of S. 333rd Street and west of SR 99. |
| **Prior Council Review/Approval:** | |

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ 10 | $ 15 | $ - | $ 25 |
| Consultant Services | - | - | - | - | 35 | - | - | 35 |
| Construction | - | - | - | - | - | 190 | - | 190 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | - | - | - | 25 | - | 25 |
| Equipment Acquisition | - | - | - | - | - | 10 | - | 10 |
| Contingencies | - | - | - | - | - | 25 | - | 25 |
| **Total CIP Expenses** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 45** | **$ 265** | **$ -** | **$ 310** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ - | $ - | $ - | $ 45 | $ 265 | $ - | $ 310 |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 45** | **$ 265** | **$ -** | **$ 310** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | - | - | 2 | 2 |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 2** | **$ 2** |

**City of Federal Way**
**Capital Improvement Plan**
**Surface Water Management System**

| | |
|---|---|
| **Project Name:** | 21st Avenue SW Detention Facility |
| **Project Number:** | 18 |
| **Project Account:** | |
| **Project Description:** | Construct a one acre-foot detention facility east of 21st Avenue S. at SW 354th St. Replace a 24" CMP line upstream of the facility with 30" RCP. |
| **Prior Council Review/Approval:** | |

***Projected Expenditures ($1,000's)***

| CIP Funds - Expenses | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| Property Acquisition | $ - | $ - | $ - | $ - | $ - | $ - | $ 50 | $ 50 |
| Consultant Services | - | - | - | - | - | 60 | - | 60 |
| Construction | - | - | - | - | - | - | 225 | 225 |
| Inspection | - | - | - | - | - | - | - | - |
| Construction Management | - | - | - | - | - | - | 35 | 35 |
| Equipment Acquisition | - | - | - | - | - | - | 10 | 10 |
| Contingencies | - | - | - | - | - | - | 36 | 36 |
| **Total CIP Expenses** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 60** | **$ 356** | **$ 416** |

*L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.*

***Required Resources ($1,000's)***

| CIP Funds - Resources | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| User Fee (pay-as-you-go) | $ - | $ - | $ - | $ - | $ - | $ 60 | $ 356 | $ 416 |
| Real Estate Excise Tax | - | - | - | - | - | - | - | - |
| Fuel Tax - Path/Trail | - | - | - | - | - | - | - | - |
| Utility Tax | - | - | - | - | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| General Fund | - | - | - | - | - | - | - | - |
| Grants/Contributions Received | - | - | - | - | - | - | - | - |
| Mitigation Funds Received | - | - | - | - | - | - | - | - |
| Grants/Contributions Anticipated | - | - | - | - | - | - | - | - |
| Mitigation Funds-Anticipated | - | - | - | - | - | - | - | - |
| Misc./Transfers | - | - | - | - | - | - | - | - |
| Unfunded Needs | - | - | - | - | - | - | - | - |
| **Total CIP Resources** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 60** | **$ 356** | **$ 416** |

| Impact on Operating Funds | L-T-D thru 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | LTD Total |
|---|---|---|---|---|---|---|---|---|
| Revenue Increase/(Decrease) | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Expenditure Increase/(Decrease) | - | - | - | - | - | - | - | - |
| **Net Impact** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

## CAPITAL OUTLAY SUMMARY
(Excluding Capital Improvement Projects)

| Fund | Dept | Description | 2007 | 2008 |
|---|---|---|---|---|
| *Streets:* | | | | |
| | Traffic | Traffic signal equip upgrades/ accessible pedestrian signals | $ 17,600 | $ 17,600 |
| | **Subtotal Special Revenue Funds** | | **17,600** | **17,600** |
| *Dumas Bay Centre:* | | | | |
| | DBC | Office furniture/equipment | 1,000 | 1,000 |
| | **Subtotal Enterprise Funds** | | **1,000** | **1,000** |
| *Information Systems:* | | | | |
| | City-Wide | Netware Migration Server - use 50k reserves in 2008 | 8,000 | 87,000 |
| | City-Wide | Replace Phone Handsets - use reserves | 5,000 | 5,000 |
| | City-Wide | Replace AV Projector over 2 years (1/2) - use reserves | 3,500 | 6,000 |
| | City-Wide | Replace PC's over 2 years (50/55) - use reserves | 60,000 | 66,000 |
| | City-Wide | Replace Laptops over 2 years (3/4) - use reserves | 6,660 | 9,300 |
| | Public Safety | Replace Mobile Laptops over 2 years (4/10) - use reserves | 18,800 | 47,000 |
| | City-Wide | Replace Printers over 2 years (3/4) - use reserves | 10,000 | 16,000 |
| | GIS | Replace GIS Digitizer/Plotter over 2 years(1/1) - use reserves | 4,580 | 16,000 |
| | City-Wide | Replace Scanners over 2 years (1/1) - use reserves | 5,500 | 4,500 |
| | Public Safety | Replace PS Mugshot Server (1) - use reserves | 9,300 | - |
| | City-Wide | Replace Server Hardware over 2 years - use reserves | 23,000 | 13,000 |
| | City-Wide | Replace Network Equipment over 2 years - use reserves | 12,000 | 15,000 |
| | City-Wide | Replace Miscellaneous Hardware over 2 years - use reserves | 10,000 | 10,000 |
| | City-Wide | Replace Miscellaneous Software over 2 years - use reserves | 10,000 | 10,000 |
| | MS | Replac E-Timesheet System - use reserves | 50,000 | - |
| | MS | Upgrade Quadrant Cash Receipt System - use reserves | 25,000 | - |
| | CD | Upgrade Permitting IVR System - use reserves | - | 11,000 |
| | PW | Replace/Upgrade SWM MMS - use reserves | - | 25,000 |
| | City-Wide | Replace Fax Machine over 2 years (1/1) - use reserves | 1,700 | 1,700 |
| | Public Safety | Replace PS Mobile Radios over 2 years (5/5) - use reserves | 18,000 | 18,000 |
| | Public Safety | Replace Portable Radios over 2 years (7/7) - use reserves | 21,000 | 21,000 |
| | Public Safety | Replace VRM over 2 years (4/4) - use reserves | 12,000 | 12,000 |
| | City-Wide | Replace Backup System - use reserves | 5,600 | - |
| | Court | Replace Burster - use $2280 reserves | 3,300 | - |
| | Court | New Dot Matrix Printer | 2,500 | - |
| | PW | PW Concurrency Mgmt | 2,420 | - |
| | Court | New PC - Prop 1 | 2,420 | - |
| | City Hall | New PC - Prop 1 | 2,420 | - |
| | Public Safety | New PC (6) - Prop 1 | 14,520 | - |
| | Public Safety | New PS Mobile Laptops & VRM (3) - Prop 1 | 37,950 | - |
| | Public Safety | New PS Mobile Radios (20) - Prop 1 | 70,596 | - |
| | | ***Subtotal Information Systems Fund*** | ***455,766*** | ***393,500*** |
| *Fleet & Equipment:* | | | | |
| | Public Safety | Replace 12 marked PS vehicles - 7 in 2007 & 5 in 2008 - use reserves | 239,060 | 175,880 |
| | Public Safety | Replace 1 Crime Scene Van - Seizure fund | 50,200 | - |
| | Public Safety | Replace Unmarked Vehicle #521 - use reserves | 24,000 | - |
| | Public Safety | Replace Prisoner Transport Van #902 - use reserves | 50,549 | - |
| | Public Safety | Relocate Secured Fencing - Seizure fund | 10,866 | - |
| | Public Safety | Generalist K9 Vehicle Setup | 2,460 | |
| | Parks-Maint | New Supervisor's Truck | 25,000 | - |
| | Parks-Rec | Replace Senior Svcs Van | 25,000 | - |
| | PW/ST | Replace PW Vehicle #240 - use reserves | 24,900 | - |
| | PW/EM | Emergency Fuel Storage | 77,000 | - |
| | SWM | Replace Callout Vehicle #200 - use reserves | 57,912 | - |
| | SWM | Replace SWM Trailers 200A/200B - use reserves | 7,574 | - |
| | SWM | Replace 2 Storage Containers - use reserves | 4,285 | - |
| | Public Safety | New PS Unmarked Vehicles (2) - Prop 1 | 72,000 | - |
| | Public Safety | New PS Marked Vehicles (3) - Prop 1 | 48,000 | - |
| | Public Safety | New PS Motorcycles (2) - Prop 1 | 10,000 | - |
| | City Hall | New City Hall Vehicles - Prop 1 | 24,000 | - |
| | | ***Subtotal Fleet & Equipment Fund*** | ***752,806*** | ***175,880*** |
| *Building & Furnishings:* | | | | |
| | NCC | Improvements | 11,250 | 12,000 |
| | NCC | Office furniture/equipment | 9,375 | 10,000 |
| | PARK/MT | Field Lighting Controls @ 5 sites | 42,500 | - |
| | PARK/MT | Upgrade/Replace Signs | 5,325 | - |
| | PW/TR | Work Station Capital Expense | 5,000 | - |
| | City Hall | New Work Station Capital Expense - Prop 1 | 18,900 | - |
| | | ***Subtotal Building & Furnishings Fund*** | ***92,350*** | ***22,000*** |
| | **Subtotal Proprietary Funds** | | **1,300,922** | **591,380** |
| | **Grand Total Non-CIP Capital Outlay** | | **$ 1,319,522** | **$ 609,980** |

## Salary Schedule

**NON-Represented -** 3.15%

| Grd | Position Title | Step A Monthly | Step A Annual | Step B Monthly | Step B Annual | Step C Monthly | Step C Annual | Step D Monthly | Step D Annual | Step E Monthly | Step E Annual | Step F Monthly | Step F Annual |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | City Manager | Negotiated Contract, no steps | | | | | | | | | | | |
| | Assistant City Manager | Assistant city managers and | | | | | | | | | | | |
| | City Attorney | directors' pay are negotiated within a | | | | | | | | | | | |
| | Com Development Director | range and no step increases. | | | | | | | | | | | |
| | Chief Judge | | | | | | | | | | | | |
| | Management Services Director | | | | | | | | | | | | |
| | Parks, Rec & Cul Svs Director | | | | | | | | | | | | |
| | Public Safety Director | | | | | | | | | | | | |
| | Public Works Director | | | | | | | | | | | | |
| Grd | Position Title | Step A Monthly | Step A Annual | Step B Monthly | Step B Annual | Step C Monthly | Step C Annual | Step D Monthly | Step D Annual | Step E Monthly | Step E Annual | Step F Monthly | Step F Annual |
| 53 | Deputy City Attorney | 6,963 | 83,556 | 7,276 | 87,312 | 7,603 | 91,236 | 7,945 | 95,340 | 8,303 | 99,636 | 8,818 | 105,816 |
| 52 | Human Resource Manager | 6,791 | 81,492 | 7,097 | 85,164 | 7,416 | 88,992 | 7,750 | 93,000 | 8,099 | 97,188 | 8,601 | 103,212 |
| | IT Manager | | | | | | | | | | | | |
| | Deputy Public Works Director | | | | | | | | | | | | |
| 51 | Economic Development Director | 6,625 | 79,500 | 6,923 | 83,076 | 7,235 | 86,820 | 7,561 | 90,732 | 7,901 | 94,812 | 8,391 | 100,692 |
| 50 | Deputy CDS Director | 6,464 | 77,568 | 6,755 | 81,060 | 7,059 | 84,708 | 7,377 | 88,524 | 7,709 | 92,508 | 8,187 | 98,244 |
| | Parks & Facilities Manager | | | | | | | | | | | | |
| | Street System Manager | | | | | | | | | | | | |
| | City Traffic Engineer | | | | | | | | | | | | |
| | Surface Water Manager | | | | | | | | | | | | |
| 48 | Assistant City Attorney | 6,153 | 73,836 | 6,430 | 77,160 | 6,719 | 80,628 | 7,021 | 84,252 | 7,337 | 88,044 | 7,792 | 93,504 |
| | Development Services Manager | | | | | | | | | | | | |
| | Finance Manager | | | | | | | | | | | | |
| 46 | PRCS Superintendent | 5,856 | 70,272 | 6,120 | 73,440 | 6,395 | 76,740 | 6,683 | 80,196 | 6,984 | 83,808 | 7,417 | 89,004 |
| | Building Official | | | | | | | | | | | | |
| 45 | Support Services Manager | 5,712 | 68,544 | 5,969 | 71,628 | 6,238 | 74,856 | 6,519 | 78,228 | 6,812 | 81,744 | 7,234 | 86,808 |
| 43 | Chief Prosecutor | 5,438 | 65,256 | 5,683 | 68,196 | 5,939 | 71,268 | 6,206 | 74,472 | 6,485 | 77,820 | 6,887 | 82,644 |
| | Street Systems Project Engineer | | | | | | | | | | | | |
| | Senior Traffic Engineer | | | | | | | | | | | | |
| | SWM Project Engineer | | | | | | | | | | | | |
| 41 | Emergency Management Coord. | 5,177 | 62,124 | 5,410 | 64,920 | 5,653 | 67,836 | 5,907 | 70,884 | 6,173 | 74,076 | 6,556 | 78,672 |
| | Traffic Engineer | | | | | | | | | | | | |
| | Traffic Engineer/Trans. Planner | | | | | | | | | | | | |
| 40 | Court Administrator | 5,048 | 60,576 | 5,275 | 63,300 | 5,512 | 66,144 | 5,760 | 69,120 | 6,019 | 72,228 | 6,392 | 76,704 |
| | City Clerk/Records Adminstrator | | | | | | | | | | | | |
| | GIS Supervisor/IT Admin | | | | | | | | | | | | |
| | Senior Engineer Plan Reviewer | | | | | | | | | | | | |
| 39 | SW Quality Program Coord | 4,926 | 59,112 | 5,148 | 61,776 | 5,380 | 64,560 | 5,622 | 67,464 | 5,875 | 70,500 | 6,239 | 74,868 |
| | Recreation Supervisor 2 | | | | | | | | | | | | |
| 38 | Human Services Manager | 4,808 | 57,696 | 5,024 | 60,288 | 5,250 | 63,000 | 5,486 | 65,832 | 5,733 | 68,796 | 6,088 | 73,056 |
| | City Prosecutor | | | | | | | | | | | | |
| | City Staff Attorney | | | | | | | | | | | | |
| | IS/Tele Com Supervisor | | | | | | | | | | | | |
| | Senior Financial Analyst | | | | | | | | | | | | |
| | SWM Engineer | | | | | | | | | | | | |
| | Street Systems Engineer | | | | | | | | | | | | |
| | Senior Planner | | | | | | | | | | | | |
| 36 | Park Planning & Dev. Coordinator | 4,575 | 54,900 | 4,781 | 57,372 | 4,996 | 59,952 | 5,221 | 62,652 | 5,456 | 65,472 | 5,794 | 69,528 |
| | Parks & Facilities Supervisor | | | | | | | | | | | | |
| | Recreation Supervisor | | | | | | | | | | | | |
| | Street Systems Supervisor | | | | | | | | | | | | |
| | SWM Inspector | | | | | | | | | | | | |
| | SWM Maintenance Supervisor | | | | | | | | | | | | |
| | SWM Water Quality Specialist | | | | | | | | | | | | |
| 35 | Assistant Building Official | 4,464 | 53,568 | 4,665 | 55,980 | 4,875 | 58,500 | 5,094 | 61,128 | 5,323 | 63,876 | 5,653 | 67,836 |
| 34 | Comb. Elect/Bldg Inspector | 4,354 | 52,248 | 4,550 | 54,600 | 4,755 | 57,060 | 4,969 | 59,628 | 5,193 | 62,316 | 5,515 | 66,180 |
| | Plans Examiner | | | | | | | | | | | | |
| | Engineering Plans Reviewer | | | | | | | | | | | | |
| | Solid Waste/Recycling Coordinator | | | | | | | | | | | | |
| 33 | Recreation Coordinator 2/Aquatics | 4,249 | 50,988 | 4,440 | 53,280 | 4,640 | 55,680 | 4,849 | 58,188 | 5,067 | 60,804 | 5,381 | 64,572 |

## Salary Schedule

**NON-Represented -** 3.15%

| Grd | Position Title | Step A | | Step B | | Step C | | Step D | | Step E | | Step F | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | Monthly | Annual | Monthly | Annual | Monthly | Annual | Monthly | Annual | Monthly | Annual | Monthly | Annual |
| 32 | Construction Inspector | 4,145 | 49,740 | 4,332 | 51,984 | 4,527 | 54,324 | 4,731 | 56,772 | 4,944 | 59,328 | 5,251 | 63,012 |
| | Associated Planner | | | | | | | | | | | | |
| | Inspector/Plans Examiner | | | | | | | | | | | | |
| | Electrical Inspector/Plans Exmr | | | | | | | | | | | | |
| | CDBG Coordinator | | | | | | | | | | | | |
| | Financial Analyst | | | | | | | | | | | | |
| | GIS Analyst | | | | | | | | | | | | |
| | Human Resources Analyst | | | | | | | | | | | | |
| | IT Specialist | | | | | | | | | | | | |
| 31 | Executive Assistant | 4,045 | 48,540 | 4,227 | 50,724 | 4,417 | 53,004 | 4,616 | 55,392 | 4,824 | 57,888 | 5,123 | 61,476 |
| 30 | Code Compliance Officer | 3,945 | 47,340 | 4,123 | 49,476 | 4,309 | 51,708 | 4,503 | 54,036 | 4,706 | 56,472 | 4,998 | 59,976 |
| | Recreation Coordinator | | | | | | | | | | | | |
| | IT Analyst | | | | | | | | | | | | |
| | Volunteer/Neighborhood Prog Coord. | | | | | | | | | | | | |
| | Economic Development Asst. | | | | | | | | | | | | |
| | Athletics/Fitness Coordinator | | | | | | | | | | | | |
| | Facility Services Coordinator | | | | | | | | | | | | |
| 29 | Court Services Supervisor | 3,850 | 46,200 | 4,023 | 48,276 | 4,204 | 50,448 | 4,393 | 52,716 | 4,591 | 55,092 | 4,876 | 58,512 |
| 28 | Engineering Technician | 3,756 | 45,072 | 3,925 | 47,100 | 4,102 | 49,224 | 4,287 | 51,444 | 4,480 | 53,760 | 4,758 | 57,096 |
| | Records Supervisor | | | | | | | | | | | | |
| | SWM Engineering Technician | | | | | | | | | | | | |
| 26 | Lead Paralegal | 3,573 | 42,876 | 3,734 | 44,808 | 3,902 | 46,824 | 4,078 | 48,936 | 4,262 | 51,144 | 4,526 | 54,312 |
| | Lead Development Specialist | | | | | | | | | | | | |
| | Deputy City Clerk | | | | | | | | | | | | |
| | Fleet Maintenance Coord. | | | | | | | | | | | | |
| | IT Tech - User Support | | | | | | | | | | | | |
| | IT Tech - GIS | | | | | | | | | | | | |
| 25 | Police Property/Evidence Cust. | 3,488 | 41,856 | 3,645 | 43,740 | 3,809 | 45,708 | 3,980 | 47,760 | 4,159 | 49,908 | 4,417 | 53,004 |
| 24 | Accounting Technician II | 3,402 | 40,824 | 3,555 | 42,660 | 3,715 | 44,580 | 3,882 | 46,584 | 4,057 | 48,684 | 4,309 | 51,708 |
| | Admin Assistant II | | | | | | | | | | | | |
| | Development Specialist | | | | | | | | | | | | |
| | Domestic Violence Legal Liaison | | | | | | | | | | | | |
| | Recycling Project Manager | | | | | | | | | | | | |
| 23 | Paralegal | 3,319 | 39,828 | 3,468 | 41,616 | 3,624 | 43,488 | 3,787 | 45,444 | 3,957 | 47,484 | 4,202 | 50,424 |
| | Aquatics Assistant Coordinator | | | | | | | | | | | | |
| | Chef/Kitchen Supervisor | | | | | | | | | | | | |
| 21 | Accounting Technician I | 3,159 | 37,908 | 3,301 | 39,612 | 3,450 | 41,400 | 3,605 | 43,260 | 3,767 | 45,204 | 4,001 | 48,012 |
| | Management Analyst | | | | | | | | | | | | |
| 18 | Admin Assistant I | 2,933 | 35,196 | 3,065 | 36,780 | 3,203 | 38,436 | 3,347 | 40,164 | 3,498 | 41,976 | 3,715 | 44,580 |
| 15 | Korean community Liaison | 2,723 | 32,676 | 2,846 | 34,152 | 2,974 | 35,688 | 3,108 | 37,296 | 3,248 | 38,976 | 3,449 | 41,388 |
| 14 | Office Technician II | 2,657 | 31,884 | 2,777 | 33,324 | 2,902 | 34,824 | 3,033 | 36,396 | 3,169 | 38,028 | 3,365 | 40,380 |
| | Lead Theater Tech | | | | | | | | | | | | |

**TEAMSTERS -** 4.14%

| Grd | Position Title | Step A | | Step B | | Step C | | Step D | | Step E | | Step F | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | Monthly | Annual | Monthly | Annual | Monthly | Annual | Monthly | Annual | Monthly | Annual | Monthly | Annual |
| 14m | Custodian - Community Center | 2,657 | 31,884 | 2,777 | 33,324 | 2,902 | 34,824 | 3,033 | 36,396 | 3,169 | 38,028 | 3,365 | 40,380 |
| 26m | Aquatic Facility Operator | 3,636 | 43,632 | 3,800 | 45,600 | 3,971 | 47,652 | 4,149 | 49,788 | 4,336 | 52,032 | 4,604 | 55,248 |
| 24m | Maintenance Worker II | 3,532 | 42,384 | 3,691 | 44,292 | 3,857 | 46,284 | 4,030 | 48,360 | 4,211 | 50,532 | 4,472 | 53,664 |
| 20m | Maintenance Worker I | 3,199 | 38,388 | 3,343 | 40,116 | 3,493 | 41,916 | 3,650 | 43,800 | 3,815 | 45,780 | 4,012 | 48,144 |
| 21c | Court Clerk II | 3,222 | 38,664 | 3,357 | 40,284 | 3,500 | 42,000 | 3,648 | 43,776 | 3,802 | 45,624 | 4,075 | 48,900 |
| 14c | Court Clerk I | 2,710 | 32,520 | 2,824 | 33,888 | 2,943 | 35,316 | 3,068 | 36,816 | 3,197 | 38,364 | 3,427 | 41,124 |

**PS Non-Rep Sworn Positions:** 3.15% '07 inc based on 90% mid-yr CPI-W

| Grd | Position Title | Step A | | Step B | | Step C | | Step D | | Step E | | Step F | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | Monthly | Annual | Monthly | Annual | Monthly | Annual | Monthly | Annual | Monthly | Annual | Monthly | Annual |
| 55d | Deputy Police Service Director | 7,418 | 89,010 | 7,752 | 93,021 | 8,101 | 97,216 | 8,466 | 101,598 | 8,847 | 106,165 | 9,396 | 112,750 |
| 51c | Police Commander | 6,922 | 83,064 | 7,233 | 86,796 | 7,558 | 90,696 | 7,898 | 94,776 | 8,253 | 99,036 | 8,765 | 105,180 |
| 43 | PS Support Services Manager | 5,712 | 68,549 | 5,969 | 71,631 | 6,238 | 74,862 | 6,519 | 78,229 | 6,812 | 81,744 | 7,234 | 86,807 |
| 25 | Property /Evidence Custodian | 3,488 | 41,850 | 3,645 | 43,743 | 3,809 | 45,712 | 3,980 | 47,754 | 4,159 | 49,908 | 4,417 | 53,003 |

## Salary Schedule

**NON-Represented -** 3.15%

| Grd | Position Title | Step A | | Step B | | Step C | | Step D | | Step E | | Step F | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | Monthly | Annual | Monthly | Annual | Monthly | Annual | Monthly | Annual | Monthly | Annual | Monthly | Annual |
| 451 | Lieutenant | 5,300 | 63,600 | 5,564 | 66,768 | 6,034 | 72,408 | 6,550 | 78,600 | 7,106 | 85,272 | 7,618 | 91,416 |

**POLICE OFFICERS GUILD -** 3.00% In negotiations for COLA increase as of 1/06

| Grd | Position Title | Step A | | Step B | | Step C | | Step D | | Step E | | Step F | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | Monthly | Annual | Monthly | Annual | Monthly | Annual | Monthly | Annual | Monthly | Annual | Monthly | Annual |
| 32g | Police Officer | 3,918 | 47,016 | 4,114 | 49,368 | 4,467 | 53,604 | 4,844 | 58,128 | 5,256 | 63,072 | 5,588 | 67,056 |

**POLICE SUPPORT SERVICES ASSOC.** 3.15%

| Grd | Position Title | Step A | | Step B | | Step C | | Step D | | Step E | | Step F | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | Monthly | Annual | Monthly | Annual | Monthly | Annual | Monthly | Annual | Monthly | Annual | Monthly | Annual |
| 36a | Community Resources Manager | 4,499 | 53,988 | 4,690 | 56,280 | 4,889 | 58,668 | 5,097 | 61,164 | 5,311 | 63,732 | 5,693 | 68,316 |
| 30a | Community Rel. & Info. Spec. | 3,977 | 47,724 | 4,147 | 49,764 | 4,321 | 51,852 | 4,504 | 54,048 | 4,693 | 56,316 | 5,031 | 60,372 |
| 27a | Crime Analyst | 3,704 | 44,448 | 3,861 | 46,332 | 4,022 | 48,264 | 4,192 | 50,304 | 4,373 | 52,476 | 4,685 | 56,220 |
| 27a | CALEA Coordinator | 3,704 | 44,448 | 3,861 | 46,332 | 4,022 | 48,264 | 4,192 | 50,304 | 4,373 | 52,476 | 4,685 | 56,220 |
| 21a | Records Specialist/TRW Unit | 3,195 | 38,340 | 3,331 | 39,972 | 3,474 | 41,688 | 3,619 | 43,428 | 3,773 | 45,276 | 4,044 | 48,528 |
| 21a | Quartermaster | 3,296 | 39,552 | 3,436 | 41,232 | 3,583 | 42,996 | 3,733 | 44,796 | 3,892 | 46,704 | 4,171 | 50,052 |
| 21a | Jail Coordinator | 3,296 | 39,552 | 3,436 | 41,232 | 3,583 | 42,996 | 3,733 | 44,796 | 3,892 | 46,704 | 4,171 | 50,052 |
| 20a | Property/Evidence Tech | 3,120 | 37,440 | 3,253 | 39,036 | 3,392 | 40,704 | 3,534 | 42,408 | 3,682 | 44,184 | 3,947 | 47,364 |
| 18a | Administrative Assistant I | 2,973 | 35,676 | 3,097 | 37,164 | 3,229 | 38,748 | 3,365 | 40,380 | 3,507 | 42,084 | 3,760 | 45,120 |
| 18a | Records Specialist | 2,973 | 35,676 | 3,097 | 37,164 | 3,229 | 38,748 | 3,365 | 40,380 | 3,507 | 42,084 | 3,760 | 45,120 |
| 16a | Customer Service Specialist | 2,837 | 34,044 | 2,956 | 35,472 | 3,079 | 36,948 | 3,210 | 38,520 | 3,347 | 40,164 | 3,588 | 43,056 |

# CITY OF FEDERAL WAY
## 2007 FEE SCHEDULE

| TYPE OF FEE | 2006 Base | 2006 Fee | 2007 Base | 2007 Adj | 2007 Fee |
|---|---|---|---|---|---|
| | | | | 3.15% | |
| **SECTION ONE. ANIMAL LICENSES.** | | | | | |
| Pursuant to King County Fee Schedule | | | | | |
| **SECTION TWO. ADULT ENTERTAINMENT.** | | | | | |
| **Operator License (in addition to business license)*** | | $525 | | | $525 |
| **Manager or Entertainer License** | | $75 | | | $75 |
| ** If the original application for license is made subsequent to June 30, the license fee for the remainder of that year shall be one-half of the annual license fee.* | | | | | |
| **Late Penalty:** | | | | | |
| A late penalty shall be charged on all applications for renewal of a license received later than seven (7) days after the expiration date (being December 31 of each year) of such license. The amount of penalty is calculated as a percentage of the license: | | | | | |
| 8 - 30 days past due | | 25% | | | 25% |
| 31 - 60 days past due | | 50% | | | 50% |
| 61 and over days past due | | 100% | | | 100% |
| **SECTION THREE. BUSINESS REGISTRATION.** | | | | | |
| **General Business License:** | | | | | |
| New Business, all categories unless otherwise identified herein | | $75 | | | $75 |
| Business Renewal | | $50 | | | $50 |
| Duplicate Registration (replacement) | | $15 | | | $15 |
| **Gambling:** | | | | | |
| Business Establishments Authorized by the State Gambling Commission to Operate Social Card Games and/or expanded card room activities: | | | | | |
| New Business, Expansion, or Change of Ownership | | $525 | | | $525 |
| Renewal | | $125 | | | $125 |
| **Restaurants & Taverns:** | | | | | |
| Restaurants per RCW 66.24.400 and Taverns per RCW 66.24.330 authorized to sell spirits, beer, and wine or beer and wine only, by the drink for on-premises consumption with less than 50% in dedicated dining areas: | | | | | |
| New Business, Expansion, or Change of Ownership | | $525 | | | $525 |
| Renewal | | $50 | | | $50 |
| **Adult Entertainment Establishments:** | | | | | |
| New Business, Expansion, or Change of Ownership | | $525 | | | $525 |
| Renewal | | $125 | | | $125 |
| **Late Penalty:** | | | | | |
| Failure to pay any registration fee due within thirty (30) days after the day it is due shall result in a penalty of 5% on the amount of the registration fee but not less than $5, and an additional penalty of 5% or $5 whichever is higher for each succeeding month of delinquency or part thereof, not to exceed 25% of the registration fee or $25 dollars. | | | | | |
| **SECTION FOUR. CONSTRUCTION PERMITS** | | | | | |
| **Building Code:** | | | | | |
| **Based on Total Valuation as follows:** | | | | | |
| $1 to $500 | $32.00 | | $33.00 | 3.15% | |
| For each additional $100 or fraction thereof up to and including $2,000: | $32, Plus | $4.00 | $33, Plus | 3.15% | $4.50 |
| For each additional $1,000 or fraction thereof up to and including $25,000: | $92, Plus | $19.00 | $100.5, Plus | 3.15% | $19.50 |
| For each additional $1,000 or fraction thereof up to and including $50,000 | $529, Plus | $13.50 | $549, Plus | 3.15% | $14.00 |
| For each additional $1,000 or fraction thereof up to and including $100,000 | $866.5, Plus | $9.50 | $899, Plus | 3.15% | $10.00 |
| For each additional $1,000 or fraction thereof up to and including $500,000 | $1341.5, Plus | $7.50 | $1399, Plus | 3.15% | $8.00 |
| For each additional $1,000 or fraction thereof up to and including $1,000,000 | $4341.5, Plus | $6.50 | $4599, Plus | 3.15% | $6.50 |
| For each additional $1,000 or fraction thereof over $1,000,000 | $7591.5, Plus | $5.00 | $7849, Plus | 3.15% | $5.00 |
| **Other Inspections and Fees, Per Hour (1):** | | | | | |
| 1. Inspections outside of normal business hours (min. 2 hours) | | $65.50 | | 3.15% | $67.50 |
| 2. Reinspection fees | | $65.50 | | 3.15% | $67.50 |
| 3. Inspections for which no fee is specifically indicated (min. 1/2 hour) | | $65.50 | | 3.15% | $67.50 |
| 4. Additional plan review required by changes, additions or revisions to plans | | $65.50 | | 3.15% | $67.50 |
| 5. For use of outside consultants for plan checking and inspections, or both | | Actual Costs (2) | | | Actual Costs (2) |
| **Limited Access Agreement** | | $250.00 | | | $250.00 |

| TYPE OF FEE | 2006 Base | 2006 Fee | 2007 Base | 2007 Adj | 2007 Fee |
|---|---|---|---|---|---|
| **CONSTRUCTION PERMITS - CONTINUED** | | | | | |
| (1) Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved. | | | | | |
| (2) Actual costs include City administrative and overhead costs. | | | | | |
| **Demolitions:** | | | | | |
| Demolition permit fee | | $65.50 | | 3.15% | $67.50 |
| Cash bond deposit (bond is refundable upon request after successful completion of work and final inspection.) | | $500 | | | $500 |
| **Mechanical Code:** | | | | | |
| Permit Issuance | | | | | |
| Mechanical permit fees are based on installation valuation. | | | | | |
| Permit Fee based on total project valuation. See table in Building fee section to calculate. | | | | | |
| Other Inspection Fees | | | | | |
| 1. Inspections outside of normal business hours, Per Hour, minimum 1 hour | | $65.50 | | 3.15% | $67.50 |
| 2. Reinspection fees assessed under provisions of IBC Section 108.2 | | $65.50 | | 3.15% | $67.50 |
| 3. Additional plan review required by changes, additions or revisions to plans which an initial review has been completed (minimum 1/2 hour) | | $65.50 | | 3.15% | $67.50 |
| **Plumbing Permit:** | | | | | |
| Permit Issuance - each permit (when not part of a building permit): | | $27.50 | | 3.15% | $28.50 |
| Additional Fee: | | | | | |
| 1. For each plumbing fixture of trap or set of fixtures on one trap (including water, drainage) piping and backflow protection therefore. | | $9.50 | | 3.15% | $10.00 |
| 2. Rainwater systems - per drain (inside building) | | $9.50 | | 3.15% | $10.00 |
| 3. For each water heater and/or vent | | $9.50 | | 3.15% | $10.00 |
| 4. For each industrial waste pretreatment interceptor, including its trap and vent excepting interceptors functioning as fixture traps. | | $9.50 | | 3.15% | $10.00 |
| 5. For installation, alteration or repair of water piping and/or water treating equipment. | | $9.50 | | 3.15% | $10.00 |
| 6. For repair or alteration of drainage orient piping | | $9.50 | | 3.15% | $10.00 |
| 7. For each lawn sprinkler system or any one meter including backflow protection devices therefore. | | $9.50 | | 3.15% | $10.00 |
| 8. For vacuum breakers or backflow protective devices on tanks, vats, etc, or for installation on unprotected plumbing fixtures including necessary water piping: | | | | | |
| one (1) to five (5), each | | $7.00 | | 3.15% | $7.00 |
| over five (5), each | | $4.00 | | 3.15% | $4.00 |

Penalty Fees:

*Any person who shall commence any work for which a permit is required by this Code without first having obtained a permit shall pay double the permit fee fixed by this section for such work. Such double permit fee shall be in additional to any penalty for a violation of the provisions of this Code.*

Administrative Note:

*For the purpose of this section, a sanitary plumbing outlet on or to which a plumbing fixture or appliance may be set or attached shall be construed to be a fixture. Fees for reconnection and retest of existing plumbing systems in relocated buildings shall be based on the number of plumbing fixtures involved*

**Sign Permit:**

Permit Fee based on total project valuation. See table in Building fee section to calculate.

**Plan Review Fees**

The plan review fees specified in this section are separate from and in addition to the permit fees. The plan review fee is collected at application submittal.

Building permit: 65%^ of the building permit fee
Mechanical permit: 25% of the mechanical permit fee
Plumbing permit: 65% of the plumbing permit fee
Sign permit: 65% of the sign permit fee

Commercial building permits only: 15% of the building permit fee for South King Fire and Rescue surcharge.
Electrical permit plan review fees are found in the electrical permit fee section
Fire prevention system permit plan review fees are found in the Fire prevention system permit fee section

| TYPE OF FEE<br>CONSTRUCTION PERMITS - CONTINUED | 2006 Base | 2006 Fee | 2007 Base | 2007 Adj 3.15% | 2007 Fee |
|---|---|---|---|---|---|
| **Electrical Code** | | | | | |
| **New Residential Services** | | | | | |
| Single Family - First 1300 sq ft | | $107.50 | | 3.15% | $111.00 |
| Each additional 500 sq ft | | $34.50 | | 3.15% | $35.50 |
| Each outbuilding or garage (inspected with service) | | $45.50 | | 3.15% | $47.00 |
| Each outbuilding or garage (inspected separately) | | $71.50 | | 3.15% | $74.00 |
| **New Multi-Family (Includes three units or more)** | | | | | |
| Up to 200 amp, Service | | $117.00 | | 3.15% | $120.50 |
| Feeder | | $34.50 | | 3.15% | $35.50 |
| 201-400 amp, Service | | $145.00 | | 3.15% | $149.50 |
| Feeder | | $71.50 | | 3.15% | $74.00 |
| 401-600 amp, Service | | $198.50 | | 3.15% | $205.00 |
| Feeder | | $99.00 | | 3.15% | $102.00 |
| 601-800 amp, Service | | $254.00 | | 3.15% | $262.00 |
| Feeder | | $136.00 | | 3.15% | $140.50 |
| Over 800 amp, Service | | $364.00 | | 3.15% | $375.50 |
| Feeder | | $272.00 | | 3.15% | $280.50 |
| **Altered Single/Multi Family (When inspected separately from the service), Service or Feeder** | | | | | |
| 0 to 200 amp | | $89.50 | | 3.15% | $92.50 |
| 201-600 amp | | $145.00 | | 3.15% | $149.50 |
| Over 600 amp | | $218.50 | | 3.15% | $225.50 |
| Mast or meter repair | | $53.50 | | 3.15% | $55.00 |
| Circuits, 1st 4 | | $71.50 | | 3.15% | $74.00 |
| Circuits, Each Additional over 4 | | $7.00 | | 3.15% | $7.00 |
| **Mobile Homes** | | | | | |
| Service or Feeder Only | | $71.50 | | 3.15% | $74.00 |
| Service and Feeder | | $117.00 | | 3.15% | $120.50 |
| **Mobile Home/RV Park** | | | | | |
| 1st Service or Feeder | | $71.50 | | 3.15% | $74.00 |
| Each Additional Service or Feeder | | $46.50 | | 3.15% | $48.00 |
| **Commercial/Industrial** | | | | | |
| 0-100 amps, 1st Service or Feeder | | $117.00 | | 3.15% | $120.50 |
| Each Additional Service or Feeder | | $71.50 | | 3.15% | $74.00 |
| 101-200 amps, 1st Service or Feeder | | $145.00 | | 3.15% | $149.50 |
| Each Additional Service or Feeder | | $91.50 | | 3.15% | $94.50 |
| 201-400 amps, 1st Service or Feeder | | $272.00 | | 3.15% | $280.50 |
| Each Additional Service or Feeder | | $107.50 | | 3.15% | $111.00 |
| 401-600 amps, 1st Service or Feeder | | $317.00 | | 3.15% | $327.00 |
| Each Additional Service or Feeder | | $127.00 | | 3.15% | $131.00 |
| 601-800 amps, 1st Service or Feeder | | $410.00 | | 3.15% | $423.00 |
| Each Additional Service or Feeder | | $173.50 | | 3.15% | $179.00 |
| 801-1000 amps, 1st Service or Feeder | | $500.50 | | 3.15% | $516.50 |
| Each Additional Service or Feeder | | $209.50 | | 3.15% | $216.00 |
| Over 1000 amps, 1st Service or Feeder | | $546.00 | | 3.15% | $563.00 |
| Each Additional Service or Feeder | | $291.00 | | 3.15% | $300.00 |
| Over 600 volts surcharge | | $91.50 | | 3.15% | $94.50 |
| Mast or meter repair | | $99.00 | | 3.15% | $102.00 |
| **Commercial/Industrial - Altered Service/Feeders** | | | | | |
| 0-200 amps, each Service or Feeder | | $117.00 | | 3.15% | $120.50 |
| 201-600 amps, each Service or Feeder | | $272.00 | | 3.15% | $280.50 |
| 601-1000 amps, each Service or Feeder | | $410.00 | | 3.15% | $423.00 |
| Over 1000 amps, each Service or Feeder | | $456.50 | | 3.15% | $471.00 |
| Circuits, 1-5 Circuits | | $91.50 | | 3.15% | $94.50 |
| Each Additional | | $7.00 | | 3.15% | $7.00 |
| **Temporary Service** | | | | | |
| a. Residential/Multi-Family/Commercial/Industrial | | $63.00 | | 3.15% | $65.00 |
| b. Commercial/Industrial Service or Feeder ampacity | | | | | |
| 0-100 amps | | $71.50 | | 3.15% | $74.00 |
| 101-200 amps | | $91.50 | | 3.15% | $94.50 |
| 201-400 amps | | $107.50 | | 3.15% | $111.00 |
| 401-600 amps | | $145.00 | | 3.15% | $149.50 |
| over 600 amps | | $157.00 | | 3.15% | $162.00 |
| **Miscellaneous Equipment- Commercial/Industrial/Residential** | | | | | |
| a. Thermostats, First | | $53.50 | | 3.15% | $55.00 |
| Each additional inspected at the same time | | $16.50 | | 3.15% | $17.00 |

| TYPE OF FEE | 2006 Base | 2006 Fee | 2007 Base | 2007 Adj | 2007 Fee |
|---|---|---|---|---|---|
| **CONSTRUCTION PERMITS - CONTINUED** | | | | | |
| b. Low voltage fire or burglar alarms, or voice or data cabling | | | | | |
| First 2500 sq ft | | $63.00 | | 3.15% | $65.00 |
| Each additional 2500 sqft | | $16.50 | | 3.15% | $17.00 |
| c. Signs and outlet lighting | | | | | |
| First Sign | | $53.50 | | 3.15% | $55.00 |
| Each additional inspected at the same time at the same building or structure | | $25.00 | | 3.15% | $26.00 |
| d. Swimming Pools, Hot Tub, Spa | | $107.50 | | 3.15% | $111.00 |
| e. Yard Pole meter loops | | $71.50 | | 3.15% | $74.00 |
| f. Plan Review for service of 1,000 amp or greater at 35% of regular Permit Fee plus a plan submission fee of | | $91.50 | | 3.15% | $94.50 |
| g. Additional plan review/Inspection, per hour | | $107.50 | | 3.15% | $111.00 |
| **Miscellaneous :** | | | | | |
| State Building Code Council (SBCC) | | $4.50 | | | $4.50 |
| For each additional multi-family housing unit | | $2.00 | | | $2.00 |
| Over the Counter Permit (OTC) | | | | | |
| Over the Counter Permit | | $50.00 | | 3.15% | $51.50 |
| **Digitizing Fee for Single Family (Plans not submitted in digitized form)** | | $35.00 | | | $35.00 |
| **Digitizing Fee for Commerical (Plans not submitted in digitized form)** | | $105.00 | | | $105.00 |
| **Automation fee (Applies to all Land use and Development permits)** | | $5.00 | | | $5.00 |
| Adult Family Home Facility Inspection Fee: | | $65.00 | | 3.15% | $67.00 |
| **SECTION FIVE. FALSE ALARMS.** | | | | | |
| **False Alarm Fee** | | | | | |
| 4th and 5th false alarms in a registration year (July 1 - June 30), each alarm | | $50 | | | $50 |
| 6th and successive false alarms in a registration year (July 1 - June 30), each alarm | | $100 | | | $100 |
| **Registration Fee** | | $25 | | | $25 |
| Late Registration Fee Penalty | | $50 | | | $50 |
| Late False Alarm Payment Penalty | | $25 | | | $25 |
| Appeal Hearing Cancellation Fee | | $10 | | | $10 |
| **SECTION SIX. FIRE CODE-ANNUAL PERMITS.** | Initial Appl. | | Initial Appl. | | |
| **Carnivals or Fairs:** | | | | | |
| 1-10 Booths/Displays | $100.00 | | $100.00 | | |
| 11-20 Booths/Displays | $150.00 | | $150.00 | | |
| 20 + Booths/Displays | $200.00 | | $200.00 | | |
| Parade Floats | $100.00 | | $100.00 | | |
| Temporary Membrane Structures, Tents and Canopies | $100.00 | | $100.00 | | |
| **Flammable or Combustible Liquids, LP-Gas, Hazardous Materials, Misc:** | | | | | |
| Compressed Medical Gases | $120.00 | $50.00 | $120.00 | | $50.00 |
| Generator Fuel Tanks | $120.00 | $50.00 | $120.00 | | $50.00 |
| Hazardous Materials (Cryogens, Etc) | $200.00 | $132.00 | $200.00 | | $132.00 |
| Install, Remove, Abandon - Residential Heating Oil Tank | $65.00 | | $65.00 | | |
| LP-Gas - No Dispensing (Cylinder Exchange, Heating, Pool Water Heating, Etc.) | $120.00 | $50.00 | $120.00 | | $50.00 |
| **Places of Assembly :** | | | | | |
| Occupant Load 50 - 299 persons | $120.00 | $80.00 | $120.00 | | $80.00 |
| Occupant Load 300 - 999 persons | $150.00 | $100.00 | $150.00 | | $100.00 |
| Occupant Load 1,000 or more persons | $180.00 | $120.00 | $180.00 | | $120.00 |
| Occupant Load 50-299 & Candles/Open Flame | $210.00 | $140.00 | $210.00 | | $140.00 |
| Occupant Load 300 - 999 & Candles/Open Flame | $240.00 | $160.00 | $240.00 | | $160.00 |
| Occupant Load 1000+ & Candles/Open Flame | $270.00 | $180.00 | $270.00 | | $180.00 |
| Mall covered - Annual Fee | $1,000.00 | $1,000.00 | $1,000.00 | | $1,000.00 |
| **Repair Garage Combinations:** | | | | | |
| Repair Garage & Flammable/Combustible Liquids | $210.00 | $140.00 | $210.00 | | $140.00 |
| Repair Garage & Hot Work | $210.00 | $140.00 | $210.00 | | $140.00 |
| Repair Garage & Flammable/Combustible Liquids & LPG | $300.00 | $200.00 | $300.00 | | $200.00 |
| Repair Garage & Flammable/Combustible Liquids & Hot Work | $300.00 | $200.00 | $300.00 | | $200.00 |
| Repair Garage & Spraying/Dipping & Hot Work | $300.00 | $200.00 | $300.00 | | $200.00 |
| Repair Garage & Flammable/Combustible Liquids & LPG & Hot Work | $390.00 | $260.00 | $390.00 | | $260.00 |
| Repair Garage & Flammable/Combustible Liquids & Spraying/Dipping & Hot Work | $390.00 | $260.00 | $390.00 | | $260.00 |
| All Other Fire Code Permits - See International Fire Code Section 105 | $120.00 | $80.00 | $120.00 | | $80.00 |

*Note: Fire Department Annual Permit Fee entitles applicant to an initial inspection and one follow-up inspection.*

| TYPE OF FEE | 2006 Base | 2006 Fee | 2007 Base | 2007 Adj | 2007 Fee |
|---|---|---|---|---|---|
| **FIRE CODE-ANNUAL PERMITS - CONTINUED** | | | | | |
| Additional Inspections Required to Secure Compliance (min. 1/2 hr) | | $65.50/hour | | | $65.50/hour |
| Fire Department Review and Inspection of Building Permits | | 15% of Building Permit Fee, min. $65.50 | | Building Pern | 15% of Building Permit Fee, min. $65.50 |
| **Fire Prevention System Permits** | | | | | |
| Permit Fee (based on valuation) | | Per IBC Section 108.2 | | | Per IBC Section 108.2 |
| Plan Review Fee | | 65% of FPS Permit Fee | | | 65% of FPS Permit Fee |
| *Note: City retains $20.00 of total fee for processing* | | | | | |
| **SECTION SEVEN. FIREWORKS.** | | | | | |
| Public Display Permit (together with $100.00 cash bond) | | $100 | | | $100 |
| **SECTION EIGHT LAND USE.** | | | | | |
| A. In addition to the schedule, a fire district administrative fee in an amount equal to 5% of the land use fee imposed shall be charged and collected by the City and paid to the fire district. | | | | | |
| **Director's Approval; interpretation (Process 1)** | | | | | |
| Other minor site review at hourly rate | | $61.00 | | 3.15% | $63.00 |
| **Site Plan Review (Process 2) Base Land Use Fee, Plus:** | | $959.50 | | 3.15% | $990.00 |
| Plus Fire Review at 5% | | $48.00 | | 3.15% | $50.00 |
| Plus Public Works Review | | $811.50 | | 3.15% | $837.00 |
| over 25,000 sq. ft. | | $305.50 | | 3.15% | $315.00 |
| over 50,000 sq. ft. | | $534.00 | | 3.15% | $551.00 |
| over 100,000 sq. ft. | | $764.00 | | 3.15% | $788.00 |
| Land Surface Modification, | | $1,244.50 | | 3.15% | $1,283.50 |
| Plus Per Acre | | $13.50 | | 3.15% | $14.00 |
| Plus Public Works Review | | $571.00 | | 3.15% | $589.00 |
| Preliminary Plat, | | $3,523.50 | | 3.15% | $3,634.50 |
| Plus Per Acre | | $70.50 | | 3.15% | $72.50 |
| Plus Fire Review @ 5% | | $176.00 | | 3.15% | $181.50 |
| Plus Public Works Review | | $2,888.50 | | 3.15% | $2,979.50 |
| Final Plat | | $1,488.50 | | 3.15% | $1,535.50 |
| Plus Public Works Review | | $1,091.50 | | 3.15% | $1,126.00 |
| Boundary Line Adjustment | | $781.50 | | 3.15% | $806.00 |
| Plus Fire Review @ 5% | | $39.00 | | 3.15% | $40.50 |
| Plus Public Works Review | | $424.00 | | 3.15% | $437.50 |
| Boundary Line Elimination (lot line elimination - LLE) | | $153.00 | | 3.15% | $157.50 |
| Binding Site Plan | | $1,187.50 | | 3.15% | $1,224.50 |
| Plus Fire Review @ 5% | | $59.50 | | | $59.50 |
| Plus Public Works Review | | $750.50 | | 3.15% | $774.00 |
| Short Subdivision | | $1,187.50 | | 3.15% | $1,224.50 |
| Plus Fire Review Fee @ 5% | | $59.50 | | | $59.50 |
| Plus Public Works Review | | $750.50 | | 3.15% | $774.00 |
| Shoreline Permit, Plus: | | $1,362.00 | | 3.15% | $1,405.00 |
| over $15,000 value | | $611.00 | | 3.15% | $630.50 |
| over $50,000 value | | $1,832.00 | | 3.15% | $1,890.00 |
| over $100,000 value | | $3,358.50 | | 3.15% | $3,464.50 |
| over $500,000 value | | $6,717.50 | | 3.15% | $6,929.00 |
| over $1,000,000 value | | $10,075.00 | | 3.15% | $10,392.00 |
| Plus Public Works Review | | $805.00 | | 3.15% | $830.50 |
| Shoreline Conditional Use Permit (CUP) | | $3,235.50 | | 3.15% | $3,337.50 |
| Plus Public Works Review | | $1,954.00 | | 3.15% | $2,015.50 |
| Shoreline (Exempt Determination) | | $75.50 | | 3.15% | $78.00 |
| Shoreline Variance | | $2,334.00 | | 3.15% | $2,407.50 |
| Plus Public Works Review | | $1,101.00 | | 3.15% | $1,135.50 |
| Process I - Applications | | $153.00 | | 3.15% | $157.50 |
| for radio tower and antenna structures for use by amateur radio operators, required by Federal Way City Code Section 22-1047 (3) | | $7.00 | | 3.15% | $7.00 |
| **Zoning Fees** | | | | | |
| New single family | | $50.00 | | 3.15% | $51.50 |
| Zoning inquiries | | $50.00 | | 3.15% | $51.50 |

| TYPE OF FEE<br>LAND USE - CONTINUED. | 2006 Base | 2006 Fee | 2007 Base | 2007 Adj | 2007 Fee |
|---|---|---|---|---|---|
| **Project Approval (Use Process 3)** | | $1,131.50 | | 3.15% | $1,167.50 |
| Plus Fire Review Fee @ 5% | | $56.50 | | | $58.50 |
| over 25,000 sq. ft. | | $305.50 | | 3.15% | $315.00 |
| over 50,000 sq. ft. | | $534.00 | | 3.15% | $551.00 |
| over 100,000 sq. ft. | | $762.50 | | 3.15% | $786.50 |
| Plus PW Review | | $807.00 | | 3.15% | $832.50 |
| **Hearing Examiner Approval (Process 4)** | | $2,043.00 | | 3.15% | $2,107.50 |
| Plus Fire Review Fee @ 5% | | $102.00 | | | $105.50 |
| Plus PW Review | | $1,102.00 | | 3.15% | $1,136.50 |
| Residential Variances | | $762.50 | | 3.15% | $786.50 |
| Plus Fire Review Fee @ 5% | | $38.00 | | | $39.50 |
| SEPA Environmental Checklist Only | | $924.50 | | 3.15% | $953.50 |
| Plus Fire Review Fee @ 5% | | $46.00 | | | $47.50 |
| Plus Public Works Review | | $449.00 | | 3.15% | $463.50 |
| SEPA Checklist as Part of Project | | $462.00 | | 3.15% | $476.50 |
| Plus Fire Review Fee @ 5% | | $23.00 | | | $24.00 |
| Plus Public Works Review | | $224.50 | | 3.15% | $231.50 |
| SEPA Appeals | | $107.00 | | 3.15% | $110.00 |
| Appeal of Administrative Decision * | | $153.00 | | 3.15% | $157.50 |
| Appeal of Hearing Examiner Decision * | | $153.00 | | 3.15% | $157.50 |
| Comprehensive Plan Amendments | | $762.50 | | 3.15% | $786.50 |
| Plus Per Acre | | $75.50 | | 3.15% | $78.00 |
| **Quasi-Judicial Rezones (Process 5)** | | | | | |
| to RS Zone | | $687.00 | | 3.15% | $708.50 |
| Plus Per Acre | | $381.50 | | 3.15% | $393.50 |
| Max | | $16,792.50 | | 3.15% | $17,321.00 |
| to RM Zone | | $992.50 | | 3.15% | $1,023.50 |
| Plus Per Acre | | $1,221.00 | | 3.15% | $1,259.50 |
| Max | | $26,563.00 | | 3.15% | $27,399.50 |
| to Commercial/Industrial Zone | | $1,374.00 | | 3.15% | $1,417.00 |
| Plus Per Acre | | $1,832.00 | | 3.15% | $1,890.00 |
| Max | | $28,242.00 | | 3.15% | $29,132.00 |
| **Public Notice Fee (for use process 3 - 6 & SEPA decisions)** | | $129.00 | | 3.15% | $132.50 |
| **Pre-Application Meeting** | | $405.50 | | 3.15% | $418.50 |
| **Signs, First Sign** | | $38.00 | | 3.15% | $39.00 |
| Each Additional Sign/Same Application | | $15.00 | | 3.15% | $15.50 |
| **Temporary Signs** | | $38.00 | | 3.15% | $39.00 |
| **In-Home Day Care Facilities:** | | | | | |
| 12 or fewer attendees (Process I) | | $38.00 | | 3.15% | $39.00 |
| **Home Occupation (Review Required):** | | | | | |
| Standard Permit | | $38.00 | | 3.15% | $39.00 |
| Planning Commission | | $75.50 | | 3.15% | $78.00 |
| **Accessory Dwelling Units** | | $153.00 | | 3.15% | $157.50 |

* Appeal Fee shall be reimbursed in the event the reviewing authority determines that the appellant has substantially prevailed in the appeal action.

Note: Additional fees will be required to pay for any time spent on Land Use Applications by the Department of Public Works above the number of hours covered by the base amount allocated to Public Works for each application.

**B. REFUNDS OF LAND USE FEES.**

The Filing Fees as set forth in the Fee Schedule for the City are established to defray the cost of posting and processing and the proceedings in connection with a land use application. The Building & Zoning Director may authorize the refunding of not more than 80% of the total application fees paid provided the applicant presents a written request to withdraw or cancel prior to routing of the application for staff review.

## SECTION NINE. MISCELLANEOUS.

**Miscellaneous Permits (Land Use, Public Works & Building Permit Services):**

Any public work, land use, building permits not covered by the fee schedule, if performed by employee, is based on actual hourly cost, plus benefits of 30%, plus overhead of 25%. Any private or public professional service contract needed will be billed 100%, plus 10% billing and administrative charges.

| | | | | |
|---|---|---|---|---|
| **Maps, Plats, Miscellaneous** | | Cost + 10% | | Cost + 10% |
| **Photocopies, Black and White Per Page** | | $0.15 | | $0.15 |
| **Photocopies, Color Per Page** | | | | $0.25 |
| **Rolled Plan Copies, Per Sheet** | | **$5 D size/ $7 E size** | | **$5 D size/ $7 E size** |
| **Audio Tape Duplication, Per Cassette** | | $10.00 | | $10.00 |
| **Video Tape Duplication, Per Tape** | | **$25.00** | | **$25.00** |
| **Clerk's Certification** | | $5.00 | | $5.00 |
| **Notary Public Attestation or Acknowledgment or as otherwise** provided for in RCW 42.44.120, per signature | | **$5.00** | | **$5.00** |

| TYPE OF FEE | 2006 Base | 2006 Fee | 2007 Base | 2007 Adj | 2007 Fee |
|---|---|---|---|---|---|
| **MISCELLANEOUS - CONTINUED** | | | | | |
| **Facsimile Usage (incoming/outgoing) 1st Page** | | $3.00 | | | $3.00 |
| each additional page | | $1.00 | | | $1.00 |
| **Bound Printed Documents** | | Actual Cost | | | Actual Cost |
| **GIS Map and Data Requests *:** | | | | | |
| 8 1/2 by 11 - Paper - Color | | $4.00 | | | $4.00 |
| 8 1/2 by 11 - Paper - Black & White | | $3.00 | | | $3.00 |
| 8 1/2 by 11 - Mylar - Color | | $5.00 | | | $5.00 |
| 8 1/2 by 11 - Mylar - Black & White | | $4.00 | | | $4.00 |
| 11 by 17 - Paper - Color | | $5.00 | | | $5.00 |
| 11 by 17 - Paper - Black & White | | $4.00 | | | $4.00 |
| 11 by 17 - Mylar - Color | | $6.00 | | | $6.00 |
| 11 by 17 - Mylar - Black & White | | $5.00 | | | $5.00 |
| Up to 34 by 44 - Paper - Color | | $10.00 | | | $10.00 |
| Up to 34 by 44 - Paper - Black & White | | $7.00 | | | $7.00 |
| Up to 34 by 44 - Mylar - Color | | $37.00 | | | $37.00 |
| Up to 34 by 44 - Mylar - Black & White | | $31.00 | | | $31.00 |
| 3½ Floppy Disk or CD ROM (per disk/CD) | | $1.50 | | | $1.50 |
| *** Maps that require extensive processing time or require additional ink and plotting supplies will be charged at a higher rate. Applicable sales tax will be added to the costs** | | | | | |
| Staff Time to Complete Request, Per Hour | | $35.00 | | | $35.00 |
| Computer Usage, Per Hour | | $15.00 | | | $15.00 |
| Note: Staff time and computer usage will only be charged on requests for custom products. | | | | | |
| **SECTION TEN. PAWNBROKER.** | | | | | |
| **Pawnbroker License** | | $325.00 | | | $325.00 |
| **Secondhand Dealer License** | | $50.00 | | | $50.00 |
| **Late Penalty:** | | | | | |
| A late penalty shall be charged on all applications for renewal of a license received later than seven (7) days after the expiration date (being December 31 of each year) of such license. The amount of penalty is calculated as a percentage of the license: | | | | | |
| 8 - 30 days past due | | 25% | | | 25% |
| 31 - 60 days past due | | 50% | | | 50% |
| 61 and over days past due | | 100% | | | 100% |
| **SECTION ELEVEN. PUBLIC DANCE AND DANCE HALL.** | | | | | |
| Annual fee | | $175 | | | $175 |
| Annual fee after July 1 | | $100 | | | $100 |
| Per Event or Limited Permit, per day | | $50 | | | $50 |
| Renewal late charge fee | | $75 | | | $75 |
| Processing fee for applications received less than 30 days from the event | | $75 | | | $75 |
| Litter control security deposit - cash or bond | | $1,000 | | | $1,000 |
| Appeal fee | | $75 | | | $75 |
| **SECTION TWELVE. PUBLIC WORKS.** | | | | | |
| **A. Building Moving and Oversize/Overweight vehicle Permit.** | | | | | |
| 1. Building moving through City | | $75.50 | | 3.15% | $78.00 |
| 2. Building moving into or within City | | $75.50 | | 3.15% | $78.00 |
| Pre-move inspection, the higher of actual cost or | | $180.00 | | 3.15% | $185.50 |
| 3. Oversize/overweight vehicle permit | | $75.50 | | 3.15% | $78.00 |
| **B. Street and/or Easement Vacation Application** | | | | | |
| 1-300 lineal feet | | $738.50 | | 3.15% | $761.50 |
| every100 lineal feet thereafter, per 100 LF | | $75.50 | | 3.15% | $78.00 |
| **C. Right-of-Way Use Permit, includes 1 inspection** | | | | | |
| 1. Individual single family homeowner applications | | $167.50 | | 3.15% | $173.00 |
| 2. All other applications | | $232.50 | | 3.15% | $240.00 |
| 3. Supplement plan review fee for any and all permits, per hour | | $61.00 | | 3.15% | $63.00 |
| 4. Supplement construction inspection for any and all permits, per hour | | $54.00 | | 3.15% | $56.00 |
| **D. Right-of-Way Code Variance Request, plus recording fee *** | | $75.50 | | 3.15% | $78.00 |
| **E. Development Review Fee.** | | | | | |
| 1. Single Family | | $61.00 | | 3.15% | $63.00 |
| 2. Short Subdivisions Construction Plans (Up to 8 hours of review time) | | $487.00 | | 3.15% | $502.00 |
| a. Supplemental plan review/construction service fee, per hour | | $61.00 | | 3.15% | $63.00 |
| b. Construction Inspection Fee, per hour | | $54.00 | | 3.15% | $56.00 |
| 3. Subdivisions and Commercial/Industrial Developments | | $730.00 | | 3.15% | $753.00 |
| Construction Plans (up to 12 hours of review time) | | | | | |
| a. Supplemental plan review/construction service fee, per hour | | $61.00 | | 3.15% | $63.00 |
| b. Construction Inspection Fee, per hour | | $54.00 | | 3.15% | $56.00 |

| TYPE OF FEE | 2006 Base | 2006 Fee | 2007 Base | 2007 Adj | 2007 Fee |
|---|---|---|---|---|---|
| **PUBLIC WORKS. - CONTINUED** | | | | | |
| **F. Concurrency** | | | | | |
| Trips generated: | | | | | |
| - If less than 10 times (4 hours) | | | | | $315.00 |
| - If between 10 and 50 times (16 hours) | | | | | $1,448.00 |
| - If between 50 and 500 times (32 hours) | | | | | $3,084.00 |
| - If greater than 500 times (48 hours) | | | | | $5,096.00 |
| **F. Miscellaneous Public Works Permits and Services (Same fee structure under Section Nine/Miscellaneous Fees)** | | | | | |

*** Recording Fee per chapter 36.198.010 RCW and as amended and K.C. Code 1.12.120 and as amended**

| SECTION THIRTEEN RIGHT-OF-WAY ACTIVITY. | | | | | |
|---|---|---|---|---|---|
| Right of Way Activity Permit Fee | | $38.00 | | 3.15% | $39.00 |

**SECTION FOURTEEN. TAXICABS.**

**Pursuant to King County Fee Schedule**

| SECTION FIFTEEN. MASSAGE/PUBLIC BATHHOUSE BUSINESSES. | | | | | |
|---|---|---|---|---|---|
| **MASSAGE BUSINESSES:** | | | | | |
| 1. Massage Business | | $75.00 | | | $75.00 |
| 3. Massage Manager | | $75.00 | | | $75.00 |
| 4. Late Penalty: | | | | | |
| A late penalty shall be charged on all applications for renewal of a license received later than seven (7) days after the expiration date (being December 31 of each year) of such license. The amount of penalty is calculated as a percentage of the license: | | | | | |
| 8 - 30 days past due | | 25% | | | 25% |
| 31 - 60 days past due | | 50% | | | 50% |
| 61 and over days past due | | 100% | | | 100% |

***Proration: The entire annual license fee shall be paid for the applicable calendar year regardless of when the application for license is made and shall not be prorated for any part of the year except that if the original application for license is made subsequent to June 30, the license fee for the remainder of that year shall be one-half of the annual license fee. Annual license renewals shall be required to be obtained and paid in full by January 31 of each respective year.***

| | | | | | |
|---|---|---|---|---|---|
| **PUBLIC BATHHOUSE BUSINESSES:** | | | | | |
| 1. Public Bathhouse Business (in addition to business license) | | $75.00 | | | $75.00 |
| 2. Bathhouse Attendant | | $75.00 | | | $75.00 |
| 3. Bathhouse Manager | | $75.00 | | | $75.00 |
| 4. Late Penalty: | | | | | |
| A late penalty shall be charged on all applications for renewal of a license received later than seven (7) days after the expiration date (being December 31 of each year) of such license. The amount of penalty is calculated as a percentage of the license: | | | | | |
| 8 - 30 days past due | | 25% | | | 25% |
| 31 - 60 days past due | | 50% | | | 50% |
| 61 and over days past due | | 100% | | | 100% |

***Proration: The entire annual license fee shall be paid for the applicable calendar year regardless of when the application for license is made and shall not be prorated for any part of the year except that if the original application for license is made subsequent to June 30, the license fee for the remainder of that year shall be one-half of the annual license fee. Annual license renewals shall be required to be obtained and paid in full by January 31 of each respective year.***

| SECTION SIXTEEN IMPACT MITIGATION. | | | | | |
|---|---|---|---|---|---|
| **School Impact Fee:** | | | | | |
| Single-Family Residences, per dwelling unit | | $3,393.00 | | | $3,018.00 |
| Plus City Administrative Fee @ 5% | | $169.50 | | | $151.00 |
| Multi-Family Residences, per dwelling unit | | $895.00 | | | $856.00 |
| Plus City Administrative Fee @ 5% | | $45.00 | | | $43.00 |

| SECTION SEVENTEEN. PUBLIC SAFETY. | | | | | |
|---|---|---|---|---|---|
| Case Report , 1st 10 pages | | $10.00 | | | $10.00 |
| Traffic Accident Report, 1st 10 pages | | $10.00 | | | $10.00 |
| Reports exceeding ten (10) pages, per page | | $0.15 | | | $0.15 |
| Photograph Duplication (from film) | | $2 per photo/ $10 minimum | | | $2 per photo/ $10 minimum |
| Videotapes, per tape | | $25.00 | | | $25.00 |
| Digital audio and image files, on CD, per disk | | $10.00 | | | $10.00 |
| Fingerprint Card | | $10 1st/$3 each additional | | | $10 1st/$3 each additional |
| Photo ID Card | | $10.00 | | | $10.00 |
| Concealed Pistol License - New | | $60.00 | | | $60.00 |
| Concealed Pistol License - Renewal | | $32.00 | | | $32.00 |
| Concealed Pistol License - Duplicate/Reissuance | | $10.00 | | | $10.00 |
| Lamination | | $5.00 | | | $5.00 |
| Concealed Pistol License Late Fee (if applicable) | | $10.00 | | | $10.00 |
| Traffic School (including Police and Court costs) | | $115.00 | | | $115.00 |

# GLOSSARY OF BUDGET TERMS

The following are definitions for common terms found in budget summary statements, as well as an explanation of financial terms, found in this budget document.

*Accounting System* — The total set of records and procedures, which are used to record, classify, and report information on the financial status and operations of an entity.

*Accrual Basis* — Accrual basis of accounting is used in proprietary (enterprise and internal service) funds. Under it, transactions are recognized when they occur. Revenues are recognized when earned and expenses are recognized when incurred. "When" cash is received or disbursed is not a determining factor.

*Adjusted Budget* — The budget as revised through supplemental appropriations approved by Council during the year.

*Allocation* — To set aside or designate funds for specific purposes. An allocation does not authorize the expenditure of funds.

*Appropriation* — An authorization made by the City Council which permits officials to incur obligations against and to make expenditures of governmental resources.

*Arbitrage* — The excess of the yield on investments acquired with gross proceeds of a bond issue over the bond yield of the issue. This excess must be rebated to the United States Treasury, and is called arbitrage rebate.

*Assessed Valuation* — The estimated value placed upon real and personal property by the King County Assessor as the basis for levying property taxes.

*Audit* — A systematic examination of resource utilization concluded in a written report. It is a test of management's internal accounting controls and is intended to:

- ascertain whether financial statement fairly present financial positions and results of operations;
- test whether transactions have been legally performed;
- identify areas for possible improvements in accounting practices and procedures;
- ascertain whether transactions have been recorded accurately and consistently;
- and ascertain the stewardship of officials responsible for governmental resources

*BARS* — The State of Washington prescribed Budgeting, Accounting, Reporting Systems Manual for which compliance is required for all governmental entities in the State of Washington.

*Balanced Budget* — State law prescribes a balanced budget is total expenditures and other uses no to exceed total resources (current revenue plus beginning fund balance). The City of Federal Way's policy further requires that ongoing expenditures do not exceed ongoing revenues. A balanced budget for Federal Way must meet both conditions.

*Base Budget* — Ongoing expense for personnel, contractual services, and the replacement of supplies and minor equipment required to maintain service levels previously authorized by City Council.

*Beginning Fund Balance* — The resources that are unspent from the previous year and are available in the subsequent fiscal year for expenditures. 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* — Employer contributions paid by the City as part of the conditions of employment. Examples include: health/dental insurance, state public employees retirement system, city retirement system, and employment security.

*Biennial Budget* — A budget applicable to a two-year fiscal period.

*Bond(Debt Instrument)* — A written promise to pay (debt) a specified sum of money (called principal or face value) at a specified future date (called the maturity date) along with periodic interest paid at a specified percentage of the principal (interest rate). Bonds are typically used for long-term debt to pay for specific capital expenditures.

*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 Amendment* — A change to a budget adopted in accordance with State law. A budget may be amended to increase expenditures/expenses at the fund level by ordinance without public notice or public hearing requirements, when unanticipated revenues occur or emergencies exist (RCW 35A.33.080 and 35A.33.120). The City Manager is authorized to make budget amendments between organizations of the same fund, as long as there is no change in the total budget for that fund.

*Budget Calendar* — The schedule of key dates or milestones which the City follows in the preparation and adoption of the budget.

*Budgets and Budgetary Accounting* — The City of Federal Way budgets its funds in accordance with Revised Code of Washington (RCW) 35A.33. In compliance with the Code, annual appropriations are adopted for the General, Special Revenue, Debt Service and Capital Projects Fund. Any unexpended appropriations lapse at the end of the fiscal year. For Governmental Funds, there is no substantial difference between budgetary basis and generally accepted accounting principles. Annual appropriated budgets are adopted at the fund level.

*Budgetary Control* — The control or management of a government in accordance with the approved budget for the purpose of keeping expenditures within the limitations of available appropriations and resources.

*Budget Document* — The official written statement prepared by the budget office and supporting staff, which presents the proposed budget to the City Council.

*Community Development Block Grant (CDBG)* — Funding provided for the purpose of carrying out eligible community development and housing activities.

*Capital* — Expenditures made to acquire, reconstruct, or construct major fixed or capital assets. A fixed asset is a tangible object of a long-term character which will continue to be held or used, such as land, buildings, machinery, furniture, and other equipment. A capital asset must exceed $1000 in cost and have an expected useful life expectancy of 12 months. For purposes of this definition, a "fixed asset" includes a group of items purchased together that will be used "for a single purpose" and which could not be used effectively by themselves.

*Capital Facilities Plan (CFP)* — A capital facilities plan includes an inventory of existing facilities, a forecast of future needs, proposed locations, capacities for new or expanded facilities, and a financing plan. The financing plan outlines the costs, revenues and time schedules for each capital improvement project. In compliance with the Growth Management Act legislation within the State of Washington, the City is preparing such a plan.

*Capital Improvement Program (CIP)* — A plan for capital expenditures to be incurred each year over a period of five or more future years setting forth each capital project, identifying the expected beginning and ending date for each project, the amount to be expended in each year, and the method of financing those expenditures.

*Certificates of Participation* — A certificate of participation represents a divided share of a lease that is assigned or marketed to investors. These debt instruments typically represent general obligation debt but can also be issued by enterprises.

*Certificate of Deposit* — A negotiable or non-negotiable receipt for monies deposited in a bank or other financial institution for a specified period at a specified interest rate.

*Comprehensive Plan* — A general plan that outlines growth and land use for residential, commercial, industrial, and open space areas.

*Consumer Price Index (CPI)* — A statistical description of price levels provided by the United States Department of Labor. The index is used as a measure of change in the cost of living.

*Contingency* — A budgetary reserve set aside for emergencies or unforeseen expenditures for which no other budget exists.

*Cost of Living Adjustment (COLA* — An increase in salaries to offset the adverse effect of inflation on compensation.

*Councilmanic Bonds* — Councilmanic bonds refer to bonds issued with the approval of the Council as opposed to voted bonds which must be approved by vote of the public. Councilmanic bonds must not exceed .75% of the assessed valuation.

*Debt Service* — Payment of interest and repayment of principal to holders of the City's debt instruments.

*Deficit* — (1) The excess of an entity's liabilities over its assets (see Fund Balance)
(2) The excess of expenditures or expenses over revenues during a single accounting period.

*Department* — Basic organizational unit of City government responsible for carrying out a specific function.

*Depreciation* — (1) Expiration in the service 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.

*Division* — A group of homogenous cost centers within a department.

*Designated Fund Balance* — Fund balance that is not legally restricted to a specific use, but is nonetheless planned to be used for a particular purpose. For example, the General Fund has a fund balance that is designated for contingency. There is no legal restriction on the use of this fund balance, but it is budgeted to provide financial stability.

*Enterprise Fund* — A fund type used to account for operations that are financed or operated in a manner similar to private business enterprise where the intent of the governing body is that costs or providing goods and services be recovered primarily through user charges.

*Expenditures/ Expenses* — Where accounts are kept on the modified accrual basis (expenditures) or accrual basis (expenses) of accounting, the cost 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 general term used for any charge for services levied by government associated with providing a service, permitting an activity, or imposing a penalty. Major types of fees include business and non-business licenses and user charges.

*Fiscal Year* — A twelve (12) month period designated as the operating year by an entity. For Federal Way, the fiscal year is the same as the calendar year.

*Full-Time Equivalent Position (FTE)* — FTE is a measure of a position by its budgeted hours. For example, 1 FTE equals 2,080 hours and .75 FTE equals 1,566 hours.

*Fund* — An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives.
(See the fund divider pages for specific fund category definitions.)

*Fund Balance* — Difference between assets and liabilities (the equity) reported in governmental funds. Fund balances are classified as reserved or unreserved/undesignated.

> *Reserved funds*: an account used to indicate that a portion of fund equity is legally restricted for a specific purpose.
>
> *Unreserved or undesignated funds*: the funds remaining after reduction for reserved balances.

In addition, many of the special funds are themselves restricted as to use, depending on legal restrictions governing the levy of the funds they contain.

*General Fund* — This fund is supported by taxes, fees, and other revenues that may be used to pay the expense and liabilities of the City's general services and programs for citizens that are not separately accounted for in a special purpose fund.

*General Obligation Bonds* — Bonds for which the full faith and credit of the insuring government are pledged for payment.

*Goal* — A long-range statement of broad direction, purpose, or intent, based on the needs of the community.

*Grant* — A contribution of assets (usually cash) by one governmental unit or other organization to another. Typically, these contributions are made to local governments from state and federal governments. Grants are typically made for specified purposes.

*Growth Management Act (GMA)* — Legislation enacted in 1990 by the State Legislature requiring that all jurisdictions in the larger counties adopt new comprehensive plans by the end of 1993. This was enacted due to the enormous growth experienced in the State and the lack of uniform guidance for related development. This Act further specified that all plans conform to a broad set of guidelines set out by the State and that they be compatible with the guidelines of both the parent county and neighboring jurisdictions. Eight specific elements, including concurrency, are required to be included in every Comprehensive plan. Concurrency requires that infrastructure be available at the same time as new development.

*Infrastructure* — The underlying foundation, especially the basic installations and facilities, on which the continuance and growth of a jurisdiction depends (e.g. streets, roads, water systems)

*Indebtedness* — The state of owing financial resources to other financial institutions and investors.

*Interfund Services* — Payments for services rendered made by one City department or fund to another. Internal Service Fund billings are included in the category. These billings, however, also include equity transfers to internal service funds in support of "first time" asset acquisitions.

*Interfund Transfers* — Contributions from one City fund to another in support of activities of the receiving fund. Loans are not included.

*Intergovernment Services* — Services purchased from other government agencies and normally include types of services that only government agencies provide.

*Internal Control* — A plan of organization for purchasing, accounting, and other financial activities, which, among other things, provides that:

- The duties of employees are subdivided so that no single employee handles a financial action from beginning to end.
- Proper authorizations from specific responsible officials are obtained before key steps in the processing of a transaction are completed.
- Records and procedures are arranged appropriately to facilitate effective control.

*Internal Service Fund* — Funds used to account for the financing of goods or services provided by one department or agency to other departments or agencies of a government, or to other governments, on a cost reimbursement basis.

*Investment* — Securities and real estate purchased and held for the production of income in the form of interest, dividends, rentals or base payments.

*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 obligations arising out of transactions in the past which must be liquidated, renewed or refunded at some future date.

*Long-Term Debt* — Debt with a maturity of more than one year after the date of issuance.

*Mitigation Fees* — Fees paid by developers toward the cost of future improvements to City infrastructure, which improvements are required due to the additional demands generated by new development.

*Modified Accrual Basis* — Modified Accrual Basis of accounting is used in governmental fund types (general, special revenue, debt service, and capital project funds). Under it, revenues and other financial resource increments are recognized when they become both measurable and available to finance expenditures of the current period. Expenditures are generally recognized when they are incurred (bring forth a liability).

| | |
|---|---|
| *Net Interest Cost* | This is the traditional method of calculating bids for new issues of municipal *(NIC)* securities. It is computed as either: (a) Dollar Cost: total scheduled coupon payments + bid discount (- bid premium), or (b) Interest Rate: total scheduled coupon payments + bid discount (- bid premium) divided by bond year dollars. Bond year dollars is the sum of the number of years each bond in an issue is scheduled to be outstanding multiplied by its par value. |
| *Object* | As used in expenditure classification, this term applies to the type of item purchased or the service obtained (as distinguished from the results obtained from expenditures). Examples are personnel services, contractual services, and materials and supplies. |
| *Objective* | A specific measurable achievement that may be accomplished within a specific time frame. |
| *Operating Budget* | An operations plan, expressed in financial terms, whereby an operating program is funded for a single year. Per state law, operating budgets lapse at year-end. |
| *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. |
| *Personnel Services* | Includes total wages and benefits. |
| *Program Activity* | A broad function or a group of similar or related services/activities having a common purpose. |
| *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 and revenues are recorded in the same period. As a result, there is a direct cause and effect relationship between revenues and expenses in these funds. |
| *Public Works Trust Fund Loans (PWTFL)* | A state revolving loan fund that provides low interest loans to help local governments maintain or improve essential public works systems. |
| *Real Estate Excise Tax (REET)* | A tax levied on real estate sales and used for payment of debt and capital purposes. |
| *Reserve* | An account used to indicate that a portion of fund equity is legally restricted for a specific purpose. |
| *Residual Equity Transfer* | Nonrecurring or nonroutine interfund transfers of equity between funds. |
| *Resources* | Total dollars available for appropriations including estimated revenues, fund transfers, and beginning fund balances. |
| *Retained Earnings* | An equity account reflecting the accumulated earnings of a proprietary (internal service or enterprise) fund. In this budget document, the balance derived excludes asset depreciation expenditures. When depreciation is charged to user organizations, as in internal service funds, the cash balance remaining (ending retained earnings), therefore, represents the asset replacement reserve being accumulated. |

| | |
|---|---|
| *Revenue* | Income received by the City in support of a program of services to the community. It includes such items as property taxes, fees, user charges, grants, fines and forfeits, interest income and miscellaneous revenue. |
| *Revenue Estimate* | A formal estimate of how much revenue will be earned from a specific revenue source for some future period; typically a future fiscal year. |
| *Salaries and Wages* | Amounts paid for personal 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, temporary help, and car allowances. |
| *Services and Charges* | Services acquired from and fees/payments made to vendors. These include printing, publications, auditing, police protection, street maintenance, public health programs, office rent, telecommunications, and social welfare programs. |
| *Special Revenue Funds* | Funds that are dedicated for a specific purpose requiring an additional level of accountability and are collected in a separate account outside of the General Fund. |
| *Standard Work Year* | 2,080 hours or 260 days is equivalent of one work year. |
| *Strategic Plan* | A plan outlining the goals and strategies the City will focus on over the next six years. |
| *Subsidy* | Financial assistance provided by one fund to another fund (e.g. General Fund subsidy of the Street Fund and Utility Tax Fund to Knutzen Family Theatre) |
| *Supplemental Appropriation* | An appropriation approved by Council after the initial budget adoption. Supplemental appropriations are approved by Council during the year. |
| *Supplies* | Items used to deliver services, such as office supplies, short-lived minor equipment with no material value, periodicals and books, and generic computer software. |
| *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 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. |
| *Transportation Improvement Program (TIP)* | A comprehensive program used to identify specific transportation projects for improvement to enhance local, regional, state, and federal transportation systems. |
| *Unreserved Fund Balance* | The difference between fund assets and fund liabilities of governmental or similar trust funds that is available for general expenditures. |
| *User Fees* | The payment of a fee for direct receipt of a public service by the person benefiting from the service. |
| *Yield* | The rate earned on an investment based on the price paid for the investment, the interest earned during the period held, and the selling price or redemption value of the investment. |

# ACRONYM LIST

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|---|---|
| AA | Affirmative Action |
| AAMA | American Architectural Manufacturers Association |
| AARP | American Association of Retired Persons |
| AASHTO | American Association of State Highway and Transportation Officials |
| ACAD | Association of Coral Artists and Designers |
| ACLU | American Civil Liberties Union |
| ADA | Americans with Disability Act |
| A & E | Architecture and Engineering |
| AFIS | Automated Fingerprint Information System |
| AFSCME | American Federal, State, County, and Municipal Employees |
| AICP | American Institute of Certified Planners |
| AICPA | American Institute of Certified Public Accountants |
| ALEA | Aquatic Land Enhancement Account (a WA State grant fund) |
| AOR | Association of Oregon Recyclers |
| A/P | Accounts Payable |
| APA | American Payroll Association |
| APA | American Planning Association |
| APWA | American Public Works Association |
| A/R | Accounts Receivable |
| ARMA | Association of Records Managers and Administrators |
| ASCAP | American Society of Composers, Authors, and Publishers |
| ASCE | American Society of Civil Engineers |
| ASHRAE | American Society of Heating, Refrigerating and Air Conditioning Engineers |
| ASPA | American Society for Public Administration |
| ASTM | American Society for Testing & Materials |
| ATTUG | AT&T Users Group |
| AV | Assessed Valuation |
| AWC | Association of Washington Cities |
| AWRA | American Water Resource Association |
| BALD | Building and Land Development (King County) |
| BARS | Budgeting, Accounting, and Reporting System (State) |
| BPA | Bonneville Power Administration |
| BFOQ | Bona Fide Occupational Qualifications |
| BN/BC | Neighborhood Business and Business Community zone |
| CAC | Citizens Advisory Committee |
| CAFR | Comprehensive Annual Financial Report |
| CALEA | Commission on Accreditation for Law Enforcement Agencies |
| CAR | Citizen Action Report |
| CARES | Children Active in Recreation and Education Services |
| CBD | Central Business District (Downtown) |
| CCMA | City-County Communications and Marketing Association |
| CDBG | Community Development Block Grant |
| CEAW | City Engineers Association of Washington |
| CFN | Community Food & Nutrition Program |
| CFP | Capital Facilities Plan / City Facilities Preferred Plan |
| CFW | City of Federal Way |
| CHAS | Comprehensive Housing Affordability Strategy |
| CIAC | Civic Investment Advisory Committee |
| CIP | Capital Improvement Program/City Improvement Plan |
| CLRP | Comprehensive Long Range Plan |
| CLUP | Comprehensive Land Use Plan |
| CMA | Certified Management Accountant |
| CMC | Certified Municipal Clerk |
| COE | Corps of Engineers, U.S. Army |
| COG | Council of Governments |
| COP | Certificate of Participation |

| | |
|---|---|
| COPP | Community Outreach & Policy Planning Department |
| CP | Citizen Participation |
| CPA | Certified Public Accountant |
| CPI | Consumer Price Index |
| CPG | Coordinated Prevention Grant |
| CTR | Commute Trip Reduction |
| CUP | Conditional Use Permit |
| DARE | Drug Awareness Resistance Education (Police Department) |
| DART | Dial-A-Ride Transit (Service) |
| DBC | Dumas Bay Centre |
| DCD | Department of Community Development (State) |
| DHHS | Department of Health & Human Services |
| DNS | Determination of Non-Significance |
| DOE | Department of Energy (U.S.) |
| DOL | Department of Labor (U.S.) |
| DP | Data Processing |
| DRS | Department of Retirement Systems |
| DS | Determination of Significance |
| DV | Domestic Violence |
| EDC | Economic Development Council |
| EEO | Equal Employment Opportunity |
| EEOC | Equal Employment Opportunity Commission |
| EIS | Environmental Impact Statement |
| EMD | Emergency Management Division (State) |
| EOC | Emergency Operations Center |
| EPA | Environmental Protection Agency |
| ERP | Expert Review Panel |
| ESA | Endangered Species Act |
| ESG | Emergency Shelter Grant |
| ESUG | Eden Systems Users Group |
| ETC | Eastside Transportation Committee |
| ETP | Eastside Transportation Program |
| FAA | Federal Aviation Administration |
| FAUS | Federal Aid to Urban Systems |
| FCC | Federal Communication Commission |
| FEMA | Federal Emergency Management Act |
| FHWA | Federal Highway Administration |
| FIRE | Finance, Insurance and Real Estate |
| FLSA | Fair Labor Standards Act |
| FTA | Federal Transit Administration |
| FTE | Full Time Equivalent Employee |
| FWCC | Federal Way City Code |
| FWRSF | Federal Way Retirement System Fund |
| FWSD | Federal Way School District |
| FWZC | Federal Way Zoning Code |
| GAAP | Generally Accepted Accounting Principles |
| GAC | Government Access Channel |
| GASB | Government Accounting Standards Board |
| GFOA | Government Finance Officers Association (of US & Canada) |
| GIS | Geographical Information System |
| GMA | Growth Management Act (of 1990) |
| GMPC | Growth Management Planning Council |
| GO | General Obligation - as in - "GO Bond" |
| GRIP | Graffiti Removal Incentive Program |
| GRVTAP | Green River Valley Transportation Action Plan |
| GSPA | Graduate School of Public Affairs (University of Washington) |
| HCT | High Capacity Transit |
| HEW | Health, Education & Welfare (U.S.) |

| | |
|---|---|
| HOA | Home Owners Association |
| HOV | High Occupancy Vehicle |
| HRIS | Human Resource Information System |
| HUD | Department of Housing & Urban Development (Federal) |
| IAC | Interagency Committee (Grant for Outdoor Recreation) |
| IAPMO | International Association of Plumbing & Mechanical Officials |
| ICBO | International Conference of Building Officials |
| ICMA | Institute of Certified Management Accountants |
| ICMA | International City Management Association |
| IIMC | International Institute of Municipal Clerks |
| IFTE | Institute for Transportation and the Environment |
| INPRA | International Northwest Parks and Recreation Association |
| INS | Immigration and Naturalization Service |
| IPD | Implicit Price Deflator |
| IPMA | International Personnel Management Association |
| IRS | Internal Revenue Service |
| ISTEA | Intermodal Surface Transportation Efficiency Act (12/91) |
| ITE | Institute of Transportation Engineers |
| JRPC | Joint Regional Policy Committee |
| KCC | King County Code |
| KCSWDM | King County Surface Water Design Manual |
| KCUC | King County Utility Council |
| KSAR | King County Sexual Assault Resource Center |
| LEOFF | Law Enforcement Officers and Firefighters Retirement System |
| LERN | Learning Resources Network |
| LID | Local Improvement District |
| LLE | Lot Line Elimination |
| LOS | Level of Service |
| LPG | Liquefied Petroleum Gas |
| LRHA | Low Rent Housing Authority |
| LTGO | Limited Tax General Obligation |
| M&O | Maintenance and Operations |
| MAB | Modified Accrual Basis |
| MBE | Minority Business Enterprise (Federal) |
| MDERT | Multi District Emergency Response Team |
| MDNS | Mitigated Determination of Non-Significance |
| METRO | Municipality of Metropolitan Seattle |
| MFR | Monthly Financial Report |
| MIS | Management Information Service - ICMA |
| MP | Manufacturing Park |
| MPS | Mitigation Payment System |
| MRSC | Municipal Research and Services Center (of Washington) |
| MVET | Motor Vehicle Excise Tax |
| NAES | National Association of Executive Secretaries |
| NAGA | National Association of Government Archivists |
| NAHRO | National Association of Housing and Redevelopment Officials |
| NCL | National Civic League |
| NEPA | National Environmental Policy Act |
| NET | Neighborhood Emergency Team |
| NFIP | National Flood Insurance Program |
| NHRMA | National Human Resources Managers Association |
| NIC | Net Interest Cost |
| NIGP | National Institute of Government Purchasing |
| NIMS | National Incident Management Systems |
| NLAAWS | Network of Local Arts Agencies of Washington State |
| NLC | National League of Cities |
| NNA | National Notary Association |
| NPDES | National Pollutant Discharge Elimination System |

| | |
|---|---|
| NRPA | National Recreation Park Association |
| NSPE | National Society of Professional Engineers |
| NTSP | Neighborhood Traffic Safety Program |
| NWCAMA | Northwest Computer Aided Mapping Association |
| NWOUG | Northwest Oracle Users Group |
| O & M | Operations and Maintenance |
| OMB | Office of Management & Budget (Federal) |
| PAA | Potential Annexation Area. |
| PALs | Pedestrian Accident Locations |
| PAS | Planning Advisory Service |
| PAW | Planning Association of Washington |
| PDA | Personal Data Assistant |
| PERS | Public Employees Retirement System |
| PHA | Public Housing Authority |
| PMS | Pavement Management System |
| PNBOA | Pacific Northwest Basketball Officials Association |
| PO | Purchase Order |
| PRCS | The Federal Way Department of Parks Recreation and Culture Services |
| PRIMA | Public Risk/Insurance Management Association |
| PSFOA | Puget Sound Finance Officers Association |
| PSI | Professional Secretaries International |
| PSLRTS | Puget Sound Light Rail Transit Society |
| PSNUG | Puget Sound Novell Users Group |
| PSRC | Puget Sound Regional Council |
| PTSA | Parent-Teacher-Student-Association |
| PWTFL | Public Works Trust Fund Loan |
| QFR | Quarterly Financial Report |
| R & D | Research & Development |
| RAP | Regional Arterial Plan |
| RAS | Road Adequacy Standard |
| RCW | Revised Code of Washington |
| R/D | Retention/Detention |
| REET | Real Estate Excise Tax |
| RFB | Request for Bid |
| RFP | Request for Proposal |
| RFQ | Request for Qualifications |
| RJC | Regional Justice Center |
| ROW | Right-of-Way |
| RTA | Regional Transit Authority |
| RTP | Regional Transit Project |
| RV | Recreational Vehicle |
| SCA | Suburban Cities Association |
| SCATBD | South County Area Transportation Board |
| SEPA | State Environment Policy Act |
| SKCBA | Seattle-King County Bar Association |
| SKCHSC | South King County Human Services Council |
| SKCMSC | South King County Multi-Service Center |
| SKCRA | South King County Referees Association |
| SLA | Society of Landscape Architects |
| SOP | Standard Operating Procedure |
| SOV | Single Occupancy Vehicle |
| SOW | Statement of Work |
| SPIRIT | Service, Pride, Integrity, Responsibility, Innovation, Teamwork |
| SPRP | Site Plan Review Process |
| SPS | State Public Service (property) |
| SR99 | State Route 99 |
| SSOW | Social Services Of Washington |
| STP | Surface Transportation Program |

| | |
|---|---|
| SWKC | South West King County |
| SWM | Surface Water Management |
| SWMM | Storm Water Management Model |
| TAC | Technical Advisory Committee |
| TAM | Transportation Adequacy Measure |
| TBD | Transportation Benefit District |
| TCU | Transportation, Communications, Utilities |
| TDM | Transportation Demand Management/Traffic Demand Management |
| TIA | Transportation Improvement Account |
| TIB | Transportation Improvement Board |
| TIC | True Interest Cost |
| TIP | Transportation Improvement Plan |
| TMA | Transportation Management Association |
| TNR | Transportation Needs Report |
| TSM | Transportation System Management |
| UATA | Urban Arterial Trust Account |
| UAB | Urban Arterial Board |
| UBC | Uniform Building Code |
| UCADB | Uniform Code for Abatement of Dangerous Buildings |
| UEC | Uniform Electrical Code |
| UFC | Uniform Fire Code |
| UGB | Urban Growth Boundary |
| UHC | Uniform Housing Code |
| ULI | Urban Land Institute |
| UMC | Uniform Mechanical Code |
| UPC | Uniform Plumbing Code |
| URISA | Urban and Regional Information Systems Association |
| USDA | United States Department of Agriculture |
| USDOT | United States Department of Transportation |
| USSSA | United States Slow-Pitch Softball Association |
| VA | Veterans Administration |
| VMT | Vehicle Miles Traveled |
| VRM | Vehicle Radio Modem |
| W-2 | Earnings Statement (IRS) |
| W-4 | Withholding Statement (IRS) |
| W-9 | Request for Taxpayer Federal Identification Number (IRS) |
| WABO | Washington Association of Building Officials |
| WAC | Washington Administrative Code |
| WACE | Washington Association of Code Enforcement |
| WCFR | Washington Citizens For Recycling |
| WCMA | Washington Cities Managers Association |
| WCPDA | Washington Cities Planning Directors Association |
| WCPPA | Washington Council of Public Personnel Administrators |
| WFOA | Washington Finance Officers Association |
| WLPA | Washington Lakes Protection Association |
| W/MBE | Woman/Minority Business Enterprise |
| WMCA | Washington Municipal Clerks Association |
| WMTA | Washington Municipal Treasurers Association |
| WRPA | Washington Recreation and Parks Association |
| WSAMA | Washington State Association of Municipal Attorneys |
| WSBA | Washington State Bar Association |
| WSCPA | Washington Society of Certified Public Accountants |
| WSDOE | Washington State Department of Ecology |
| WSDOT | Washington State Department of Transportation |
| WSLAA | Washington State Local Arts Agencies |
| WSRA | Washington State Recycling Association |

## DEMOGRAPHIC STATISTICS

| FISCAL YEAR | POPULATION | PER CAPITA INCOME [C] | MEDIAN AGE [C] | EDUCATION LEVEL IN YEARS OF FORMAL SCHOOLING | SCHOOL ENROLLMENT (A) | UNEMPLOYMENT RATE (B) |
|---|---|---|---|---|---|---|
| 1995 | 74,290 | 17,126 | 30.6 | 13.0 | 20,331 | 4.9% |
| 1996 | 75,521 | 17,401 | 30.6 | 13.0 | 20,733 | 4.6% |
| 1997 | 75,960 | 25,569 | 32.5 | 13.0 | 21,478 | 3.1% |
| 1998 | 76,820 | 22,874 | 33.3 | 13.0 | 21,865 | 2.9% |
| 1999 | 76,910 | 28,494 | 33.4 | 13.0 | 22,407 | 3.0% |
| 2000 | 83,259 | 29,210 | 32.5 | 13.0 | 22,289 | 3.1% |
| 2001 | 83,890 | 22,451 | 32.5 | 13.0 | 21,916 | 5.2% |
| 2002 | 83,850 | 22,451 | 32.5 | 13.0 | 22,194 | 6.6% |
| 2003 | 83,500 | 22,451 | 32.5 | 13.0 | 22,265 | 6.7% |
| 2004 | 85,800 | 22,451 | 32.5 | 13.0 | 22,395 | 6.5% |
| 2005 | 85,800 | 22,451 | 32.5 | 13.0 | 22,383 | 4.2% |

(A) Includes public school enrollment. Kindergarten is included though not State mandated.

(B) The unemployment rates for 1994 through 1998 reflect the annual average for the City of Federal Way, which is based on census share methodology. The rates for the years 2002 and 2003 are the annual average for Seattle-Bellevue-Everett PMSA. The 2005 rate came from the State of Washington Employment Security Department for King County.

[C] Per capita income and Median age information for the years 2001- 2005 are based on 2000 U.S. since these infomaiton is available for individual cities only every ten years when the census is done.

Sources: Data was obtained from U. S. Census Bureau
School data was provided by the Federal Way School District.

**PRINCIPAL TAXPAYERS**
December 31, 2005

| Taxpayer | Type of Business | 2005 Assessed Valuation | Percentage of Total Assessed Valuation (A) |
|---|---|---|---|
| Weyerhaeuser Real Estate Co. | Real Estate | $146,430,484 | 2.02% |
| Puget Sound Energy | Electric/Gas | 53,156,968 | 0.73% |
| Steadfast Commons Mall | Shopping Center | 43,436,374 | 0.60% |
| Harsch Investment Properties (Ross Plaza) | Shopping Center | 41,336,200 | 0.57% |
| Red Mortgage Capital Inc | Finance | 35,994,000 | 0.50% |
| Qwest Corporation Inc. | Communications/Telephone | 25,388,793 | 0.35% |
| Fred Meyer | Retailer / Wholesaler | 20,501,217 | 0.28% |
| BRE Properties | Real Estate Management | 17,564,562 | 0.24% |
| Campus Business Parks LLC | Real Estate Invest/Holding | 16,761,400 | 0.23% |
| Virginia Mason Clinic | Medical Services | 16,400,604 | 0.23% |
| Costco | Retailer / Wholesaler | 15,066,665 | 0.21% |
| Wells Fargo | Finance | 13,561,173 | 0.19% |
| Apple Hospitality Five Inc | Hospitality | 10,874,200 | 0.15% |
| Quadrant Corporation | Real Estate Management | 8,097,600 | 0.11% |
| | | $464,570,240 | 6.41% |

**PRINCIPAL EMPLOYERS**
December 31, 2005

| Taxpayer | Type of Business | Number of Employees |
|---|---|---|
| FEDERAL WAY SCHOOL DIST #210 | Education | 3,150 |
| WEYERHAEUSER COMPANY | Lumber Products | 2,412 |
| ST FRANCIS HOSPITAL | Medical Services | 744 |
| ENCHANTED PARKS INC | Amusement Center | 639 |
| US POSTAL SERVICE - BULK MAIL | Postal Service | 626 |
| WORLD VISION INC | Christian Relief Agency - Nonprofit | 596 |
| CITY OF FEDERAL WAY | Government Services | 400 |
| COSTCO WHOLESALE CORPORATION | Wholesale | 293 |
| VIRGINIA MASON FEDERAL WAY | Medical Services | 235 |
| WAL-MART STORE #2571 | Retail | 225 |
| SEARS | Retail | 205 |
| HOME DEPOT #4703, THE | Retail | 202 |
| PRUDENTIAL NW REALTY ASSOCIATES LLC | Real Estate | 200 |
| FRED MEYER | Retail | 195 |
| WINCO FOODS #43 | Retail | 178 |
| CHRISTIAN FAITH CENTER | Church | 173 |
| DEVRY UNIVERSITY | Education | 167 |
| TARGET | Retail | 166 |
| UNICCO SERVICE COMPANY | Miscellaneous Services | 161 |
| LIFE CARE CENTER OF FEDERAL WAY | Nursing Facility | 160 |
| HALLMARK MANOR | Nursing Facility | 160 |
| SOUTH KING FIRE & RESCUE | | 152 |
| MACY'S | Retail | 150 |
| CAPITAL ONE SERVICES, INC | Financial Institution | 150 |
| AAA RESIDENTIAL SERVICES INC | Nursing Facility | 150 |
| GARDEN TERRACE ALZHEIMER'S CENTER | Nursing Facility | 145 |
| LOWE'S HIW INC | Retail | 140 |
| AVALON CARE CENTER - FEDERAL WAY LLC | Nursing Facility | 135 |
| PJ POCKETS CASINO | Casino | 133 |
| SAFEWAY STORE #1555 | Retail | 125 |
| BROOKLAKE COMMUNITY CHURCH | Church | 122 |
| GROUP HEALTH -FW MEDICAL CENTER | Medical Services | 120 |
| BERGER/ABAM ENGINEERS | Miscellaneous Services | 116 |
| ALBERTSON'S #460 | Retail | 110 |
| ALBERTSONS FOOD CENTER #496 | Retail | 110 |
| LAKEHAVEN UTILITY DISTRICT - LAKE HAVEN CEN | Utility | 105 |
| FOUNDATION HOUSE AT FEDERAL WAY | Nursing Facility | 105 |
| BEST BUY #372 | Retail | 105 |
| ORIGINAL ROADHOUSE GRILL | Restaurant | 100 |
| OLIVE GARDEN | Restaurant | 99 |
| METROPOLITAN MARKET #155 | Retail Grocery | 99 |

(A) 2004 assessed valuations for taxes collected in 2005. Total 2004 assessed valuation for the City is $7,251,992,701

Source: King County Assessor - Principal Taxpayers.
City of Federal Way Business Licenses - Principal Employers - includes both full-time and part-time employees.

## MISCELLANEOUS STATISTICAL INFORMATION

**DECEMBER 31, 2005**

### TYPE OF GOVERNMENT
Council - City Manager

### ORGANIZATION STRUCTURE

| Legislative | Executive | Administrative |
|---|---|---|
| Mayor | 1 City Manager | 6 Department Directors |
| 7 Councilmembers | | |

### CORPORATE INFORMATION
The City of Federal Way is a noncharter optional code City. It was incorporated as an optional code City on February 28, 1990, and is governed under the provisions of the Optional Municipal Code of the Revised Code of Washington. Optional Code City status increases the City's operating authority by extending it to the powers of all four city classifications which exist in Washington law.

### LOCATION AND AREA
Federal Way, the eighth largest city in the State of Washington, encompasses an area of 22.5 square miles including annexation. It is located in South King county approximately 25 miles south of Downtown Seattle and 8 miles north of Downtown Tacoma. The community is residential commercial, with the populace employed locally in neighboring cities such as SeaTac, Kent, Tacoma, Bellevue and Seattle. The City has approximately 34,559 housing units. It is 6 miles from the Port of Tacoma and 9 miles south of SeaTac International Airport. The City is served by Interstate 5 and state highways 99 and 509. Frequent Metro public bus service is available to both Seattle and Tacoma throughout Federal Way. Three express park-and-ride lots are provided.

### POPULATION, REGISTERED VOTERS AND EMPLOYMENT WITHIN CITY LIMITS
The population of Federal Way is presently 85,800, of which 56,111 are registered voters. A total of 29,357 (est.) people are employed within the City limits.

### NUMBER OF CITY EMPLOYEES
During the year 2005, the City employed 282 full-time salaried, 19 part-time hourly, and 176 temporary employees. There were 112 commissioned police officers and 12 union lieutenants, and no uniformed firefighters. The Teamsters Union #763 represented 20 employees of Public Works Maintenance and Parks Maintenance and 9 employees of the Municipal Court, 28 employees were represented by the PSSA (Police Support Services Association), and the Police Guild represented 92 Police Officers during 2005.

### RECREATIONAL FACILITIES

| | |
|---|---|
| 32 | Developed park sites covering 500.25 acres |
| 21 | Undeveloped park sites covering 356.24 acres (including open space) |
| 33 | Public tennis courts, 9 of which are owned by the City |
| 2 | Public swimming pools, one owned by the City and one owned by King County |
| 2 | Trails covering 4 miles |

### OTHER CITY OWNED FACILITIES

| | |
|---|---|
| 1 | New City Hall |
| 1 | New Community Center |
| 1 | Dumas Bay Centre |
| 1 | Parks Maintenance Facility |

### PUBLIC EDUCATION

| | | ENROLLMENT COUNT | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | | 1997 | 1998 | 1999 | 2000 | 2001 | 2002 | 2003 | 2004 | 2005 |
| 23 | Elementary Schools | 11,930 | 12,248 | 12,258 | 12,242 | 11,498 | 11,990 | 9,854 | 9,916 | 9,806 |
| 7 | Middle Schools (incl. Public Academy) | 4,979 | 4,956 | 4,994 | 5,013 | 5,331 | 5,509 | 5,458 | 5,476 | 5,271 |
| 5 | High Schools | 4,103 | 4,116 | 4,529 | 4,557 | 4,415 | 4,316 | 6,625 | 6,650 | 7,004 |
| 1 | Internet Academy (K-12) | 466 | 545 | 626 | 477 | 672 | 379 | 328 | 353 | 302 |
| | | 21,478 | 21,865 | 22,407 | 22,289 | 21,916 | 22,194 | 22,265 | 22,395 | 22,383 |

3,980 Staff members (including substitutes).

## MISCELLANEOUS STATISTICAL INFORMATION

**DECEMBER 31, 2005**
(Continued)

### MILES OF STREET

Streets (Center Line Miles).....249.22 miles

### SIGNALS/STREET LIGHTS

| | |
|---|---|
| Signals WSDOT-owned and maintained..... | 4 |
| Signals City-owned and King County-maintain | 71 |
| Street lights City-owned and maintained..... | 1050 |
| Street lights City-owned and PSE-maintained. | 644 |
| Street lights PSE-owned and maintained..... | 1975 |

### LOCAL TAXES ON BUSINESSES

| | |
|---|---|
| Franchise Tax - Cable TV..... | 5.00% |
| Gambling Taxes: | |
| Bingo/Raffles..... | 5.00% |
| Amusement/Games..... | 2.00% |
| Punchboard/Pull Tabs..... | 5.00% |
| Cardrooms..... | 20.00% |
| Local Sales Tax (Collected by the State)..... | 8.80% |

### POLICE INFORMATION

Dispatched Call for Services

| Offenses: | 1997 | 1998 | 1999 | 2000 | 2001 | 2002 | 2003 | 2004 | 2005 |
|---|---|---|---|---|---|---|---|---|---|
| Forcible Rape (including attempts) | 37 | 58 | 53 | 43 | 49 | 34 | 50 | 50 | 55 |
| Robbery | 154 | 153 | 115 | 128 | 124 | 108 | 125 | 121 | 153 |
| Criminal Homicide | 2 | 2 | 4 | 7 | 4 | 4 | 2 | 0 | 7 |
| Aggravated Assault | 121 | 159 | 167 | 158 | 141 | 120 | 120 | 109 | 101 |
| Vehicle Theft | 746 | 761 | 808 | 849 | 1179 | 1206 | 1204 | 1118 | 1573 |
| Burglary (commercial & residential) | 643 | 648 | 573 | 533 | 521 | 677 | 672 | 759 | 800 |
| Larceny | 3901 | 3393 | 3097 | 3072 | 3516 | 3347 | 3145 | 3257 | 3786 |
| Arson | 24 | 39 | 38 | 36 | 17 | 29 | 14 | 23 | 25 |
| Citations: | | | | | | | | | |
| Traffic | 11,196 | 13,382 | 10,890 | 13,340 | 12,767 | 13,439 | 18,411 | 13,219 | 11,402 |

### FIRE AND EMERGENCY MEDICAL RESPONSE INFORMATION

Fire and Emergency Medical Response information reflects the greater Federal Way area, which is served by Fire District #39.

| | 1997 | 1998 | 1999 | 2000 | 2001 | 2002 | 2003 | 2004 | 2005 |
|---|---|---|---|---|---|---|---|---|---|
| Fire and Other Responses | 1,985 | 2,357 | 2,009 | 2,278 | 1,920 | 3,055 | 3,117 | 2,896 | 3,210 |
| Emergency Medical | 5,853 | 6,589 | 6,870 | 7,193 | 7,240 | 7,422 | 8,042 | 8,263 | 8,636 |

| BUILDING RELATED PERMITS & VALUES | 1997 | 1998 | 1999 | 2000 | 2001 | 2002 | 2003 | 2004 | 2005 |
|---|---|---|---|---|---|---|---|---|---|
| Building Permits | 576 | 582 | 573 | 447 | 463 | 712 | 531 | 624 | 880 |
| Estimated Value (In Millions $) | $53.3 | $81.9 | $85.8 | $53.8 | $69.1 | $94.8 | $ 64.5 | $105.4 | 236.5 |
| Other Building Related Permits | 864 | 821 | 1007 | 1546 | 1693 | 2024 | 1779 | 1958 | 2705 |
| Estimated Value (In Millions $) | $18.5 | $27.0 | $11.0 | $1.5 | $2.3 | $2.5 | $ 2.4 | $ 2.5 | $ 3.9 |

| TAXABLE SALES (in millions) | 1997 | 1998 | 1999 | 2000 | 2001 | 2002 | 2003 | 2004 | 2005 |
|---|---|---|---|---|---|---|---|---|---|
| Retail Sales | $ 979 | $1,049 | $1,137 | $1,212 | $1,220 | $1,298 | $1,237 | $1,239 | $1,331 |
| Real Estate Sales | $ 375 | $ 439 | $ 488 | $ 430 | $ 400 | $ 503 | $ 570 | $ 616 | $ 939 |