

CITY OF FEDERAL WAY CITY COUNCIL AGENDA BILL

SUBJECT: MAYOR DELIVERS PROPOSED 2015/16 BIENNIAL BUDGET TO THE CITY COUNCIL

POLICY QUESTION: N/A

COMMITTEE: N/A

MEETING DATE: N/A

CATEGORY:

- | | | |
|---|-------------------------------------|---|
| <input type="checkbox"/> Consent | <input type="checkbox"/> Ordinance | <input type="checkbox"/> Public Hearing |
| <input checked="" type="checkbox"/> City Council Business | <input type="checkbox"/> Resolution | <input type="checkbox"/> Other |

STAFF REPORT BY: Jim Ferrell, Mayor

DEPT: Mayor's Office

Attachments: 2015/16 Budget Calendar

Summary/Background: Mayor Ferrell delivers Proposed 2015/16 Biennial Budget to City Council in accordance with the attached Budget Calendar.

Options Considered: N/A

MAYOR'S RECOMMENDATION: N/A

MAYOR APPROVAL:

N/A
 Committee Initial/Date: _____
 Council Initial/Date: *JF 10/2/14*

DIRECTOR APPROVAL: *[Signature]* 10-2-14
 Initial/Date

CHIEF OF STAFF:

N/A
 Committee Initial/Date: _____
 Council Initial/Date: *[Signature] 10/01/14*

COMMITTEE RECOMMENDATION: N/A

PROPOSED COUNCIL MOTION:

1ST READING OF ORDINANCE:

2ND READING OF ORDINANCE:

(BELOW TO BE COMPLETED BY CITY CLERKS OFFICE)

COUNCIL ACTION:

- APPROVED
- DENIED
- TABLED/DEFERRED/NO ACTION
- MOVED TO SECOND READING (*ordinances only*)

REVISED - 10/01/2014

COUNCIL BILL # _____

1ST reading _____

Enactment reading _____

ORDINANCE # _____

RESOLUTION # _____



PRELIMINARY 2015-2016 BIENNIAL CITY BUDGET MEETINGS

* * * * *

The following meetings have been scheduled to consider the City of Federal Way's 2015-2016 Biennial Budget:

OCTOBER 7, 2014 – REGULAR COUNCIL MEETING – 7:00 p.m.

- Mayor Presents Proposed Biennial Budget to Council

OCTOBER 15, 2014 – SPECIAL COUNCIL MEETING – 6:00 p.m.

- Budget Overview – Revenue & Expenditure Projections
- Department Presentations: Finance Department, Public Works Department, Parks Department

OCTOBER 22, 2014 – SPECIAL COUNCIL MEETING – 6:00 p.m.

- Department Presentations: Police Department, Law Department, Municipal Court

NOVEMBER 4, 2014 – SPECIAL COUNCIL MEETING – 6:00 p.m.

- Department Presentations: Mayor's Office: City Council, Human Resources, Information Technology, City Clerk's Office; Community Development Department
- Council Deliberations

NOVEMBER 4, 2014 – REGULAR COUNCIL MEETING – 7:00 p.m.

- **PUBLIC HEARING** (*required by RCW 35A.34*)
2015-2016 Biennial Budget/Property Tax Levy

NOVEMBER 18, 2014 – SPECIAL COUNCIL MEETING – 6:00 p.m. (only if needed)

- Continue Council Deliberations

NOVEMBER 18, 2014 – REGULAR COUNCIL MEETING – 7:00 p.m.

- **PUBLIC HEARING** Continue from November 4 (*required by RCW 35A.34*)
- Introduction Ordinance/2015-2016 Biennial Budget
- Introduction Ordinance/2015 Property Tax Levy

DECEMBER 2, 2014 – REGULAR COUNCIL MEETING – 7:00 p.m.

- Enactment Ordinance/2015-2016 Biennial Budget
- Enactment Ordinance/2015 Property Tax Rate
- Resolution/Fee Schedule Amendment

All meetings will be held at City Hall, 33325 – 8th Avenue South, Federal Way, WA.
CITIZEN COMMENT WILL BE ACCEPTED AT ALL BUDGET MEETINGS.

Stephanie D. Courtney, CMC
City Clerk
253-835-2540



WASHINGTON



**2015/2016
PROPOSED BUDGET**

**FOR THE BIENNIUM
JANUARY 1, 2015 THROUGH DECEMBER 31, 2016**

READERS GUIDE

Organization of this Document

This budget document is organized into eight sections to facilitate the reader's understanding of the City's 2015/2016 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	Boards and Commissions
Judicial Branch and City Administration	Budget Process
Vision, Mission, and Goals	Budget Policies
City Values	Basis of Accounting and Budgeting
City-Wide Organization Chart	

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	Per Capita General Fund Taxes for King County Cities
Expenditure Line Item Summary	Ending Fund Balance
City-Wide Position Inventory	Debt Service Obligations
Utility Tax and REET Allocation	Long-Range Financial Plan
Tax Comparisons/Demographic Statistics	

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	Adopted Program Changes
Accomplishments & Key Projects	Performance Measures
Purpose and Description	Position Inventory Information
Highlights and Changes	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:

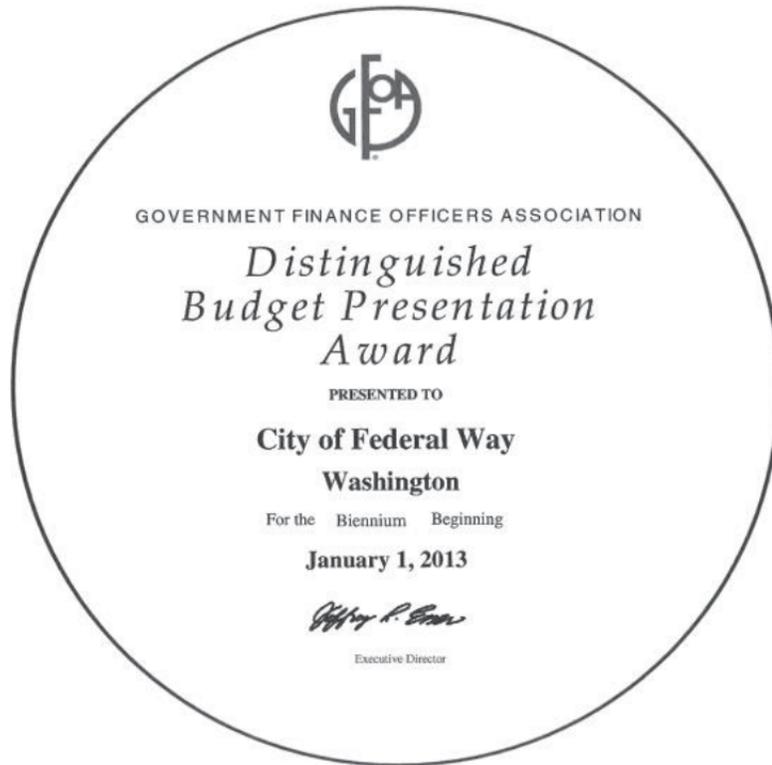
Purpose and Description	Expenditure Line Item Summary
Sources and Uses by Category	

Capital Budget - This section identifies the capital project multi-year plan for Parks, Traffic, Streets, and Surface Water Management. The projects adopted for the biennium have a detailed explanation, and sources & uses. 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:

Proposition 1	Statistical Section
Non-CIP Capital Outlay Summary	Glossary of Terms
Salary Schedule	Acronym List
Fee Schedule	



The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Distinguished Budget Presentation Award to the City Of Federal Way for its biennial budget for the biennium beginning January 1, 2013. The City has earned this award since 1990. The award represents a significant achievement. It reflects the commitment of the governing body and staff to meeting the highest principles in governmental budgeting. In order to receive the budget award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

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

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October 3, 2014

Dear Citizens of the City of Federal Way and Members of the City Council:

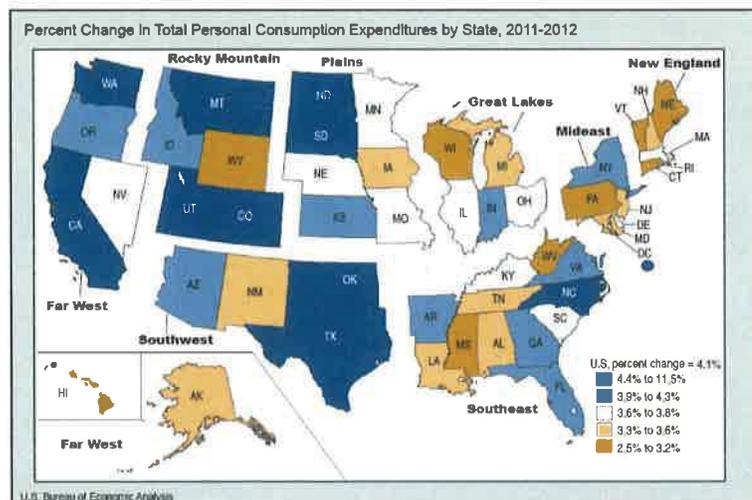
With this transmittal letter, I am pleased to present the fiscal Year (FY) 2015-2016 Budget to Federal Way's residents and the City Council. This budget balances the principle of living within our means, while meeting our mandate to deliver high-quality services, and at the same time we are charting a new course for our community. The FY 2015-2016 Budget is noteworthy in several key respects:

- Vision: The budget reflects our community's vision to create safe neighborhoods and vibrant business centers, to support cultural diversity, and to maintain attractive parks for residents and their families.

The Economic Backdrop

The 2015-2016 Budget is presented in the context of a regional economy that is still recovering from the 2008 recession. Challenges include modest growth in Washington State jobs and personal consumption, and soft growth in single family home construction amid high housing costs in the Seattle area. Additionally, growth has concentrated in the urban centers of Seattle and the Eastside, with less robust recovery elsewhere. The following observations are directly from the Washington State Economic and Revenue Council Forecast dated August 11, 2014, and significantly impacts our thinking for 2015 and beyond.

- In the three months since the June forecast was adopted, the Washington economy added 10,800 net new jobs, 5,500 better than the 5,300 expected in the June forecast. Private, service-providing industries accounted for most job growth in June, adding a net 7,200 jobs. The manufacturing sector managed an increase of 1,800 jobs mainly as a result of an unexpected 1,300 job increase in aerospace employment. Excluding aerospace, the manufacturing sector added 500 jobs. The construction sector added 1,200 jobs in June while public sector payrolls increased by 600 jobs. In addition to the stronger than expected employment growth, the historical employment estimates were revised up, adding 5,500 to the estimates of jobs in May 2014. Incorporating the stronger than expected growth to the historical employment estimates means that the current estimate of employment in June is 11,000 higher than assumed in the June forecast. The state's unemployment rate was 5.8% in June, down from 6.1% in May and 7.0 in June 2013
- The U.S. Bureau of Economic Analysis recently released, for the first time, estimates of personal consumption expenditures (PCE) by state for 1997 through 2012. These estimates are not adjusted for inflation. Washington personal



consumption expenditures rose 4.7% in 2012 compared to 4.1% for the nation. Washington's 2012 consumption growth rate ranked ninth strongest among the states and District of Columbia.

- Washington consumer spending fell 1.4% in 2009, at the bottom of the most recent recession, in stark contrast to the 2001 recession when consumer spending growth never fell below 3.0% (see figure). While consumer spending growth returned to positive territory in 2010, 2011, and 2012, growth remains weaker than during the previous recovery.
- In what is becoming a familiar pattern, the overall number of housing units authorized by building permits in the second quarter of 2014 was very close to the June forecast but single-family units came up short while multi-family units exceeded the forecast. The number of single-family permits averaged 16,600 units (SAAR) in the second quarter which was 800 fewer than the forecast of 17,400 units. However, the number of multi-family units averaged 20,600 units, 600 more than the forecast of 20,000 units. Overall, the quarter was very close at 37,200 units, 200 fewer than the forecast of 37,400 units.

Regional home prices declined in May for the first time since November 2011. According to the S&P/Case-Shiller Home Price Indices, seasonally adjusted Seattle area home prices fell 0.2% (SA) following 29 consecutive monthly increases. Seattle home prices are still up 9.3% over the previous May and 26.2% higher than the November 2011 trough.

- Seattle shelter costs continue to rise much more rapidly than U.S. city average shelter costs. Other prices are rising much more slowly with the result that headline inflation in Seattle is close to the national average. The Seattle CPI rose 2.0% from June 2013 to June 2014 compared to 2.1% for the U.S. city average. Similarly, core prices increased 1.8% in Seattle compared to 1.9% for the nation. However, shelter costs rose 5.1% over the year in Seattle compared to 2.8% for the U.S. city average. All items, excluding shelter, rose only 0.6% in Seattle compared to the national average increase of 1.7%.
- Washington exports increased 11.9% in the second quarter of 2014 compared to the second quarter of 2013. Exports of transportation equipment (mostly Boeing planes) increased 10.4% over the year and exports of agricultural products jumped 62.5% over the year. Exports of all other Washington commodities rose 4.6% over the year.
- The Institute of Supply Management - Western Washington Index (ISM-WW) plummeted to 50.1 in July from 67.0 in June (index values above 50 indicate positive growth while values below 50 indicate contractions). The July figure was the weakest since July 2009, at the depth of the recession. The production, orders, employment, and inventory components all worsened in July. Only the deliveries index improved.
- Washington car sales reached a new post-recession high in July 2014. New vehicle registrations totaled of 290,800 (SAAR) in July, 1.1% more than in June and 5.7% more than in July 2013. July's new vehicle registrations were the strongest since November 2007, before the onset of the recession.

It appears that the Federal Way and Washington State economy are stabilizing, but there is still much uncertainty in the years ahead. The local economy did grow slowly over the past year, with a modest increase in sales tax revenue over 2013. The number and value of building permits has increased, as well, compared to 2013. **As a result, we are forecasting a small growth in revenue. However, it is not expected that many of our general fund revenue sources will return to 2008 levels in the current biennium.**

We must, therefore, be cautious as we move ahead. Some of the curtailed spending can be absorbed through increased efficiency with little or no effect on service levels, but our focus over the long term must be on sustainability. Because we do not see the economy recovering quickly and because there is

considerable lag time between the reporting of statistics and the real time effect of changes in revenue, we cannot simply declare the recession over, and resume business as usual.

Instead, we must allocate our resources cautiously and strategically, addressing critical service needs and investing prudently to move the community forward. Federal Way this past year has certainly experienced positive economic growth, and we look to the future with much hope and optimism. However, that optimism is tempered with a conservative approach that recognizes existing budget challenges.

The following are some of the challenges:

- **Improved Labor Market and Labor Cost.** As shown in the state's economic forecast, the public sector payroll increased in June and is experiencing an upward trend. This is a good sign of recovery. Unfortunately, most of our employees had not received Cost of Living Adjustments for many years and most of them earn much less than their counterparts in neighboring cities. Therefore, in order to retain good employees – which are critical to service delivery - we will have to invest resources in keeping the City of Federal Way competitive in the public sector labor market. At the beginning of 2014, the City started reviewing compensation and negotiating some of its union contracts which are resulting in a significant increase in our payroll cost. This upward trend will continue.
- **Modest Growth in Property Tax Revenue.** The City's property tax growth is limited by state law to no more than 1% annual growth, excluding new construction. There will be some major construction in 2015 but the majority of these are public projects and not subject to property tax. Even though local property values may have gone up more than 26% over 2011, the City's total property tax revenues can only increase 1% above prior year excluding new construction and annexation. This modest growth in property tax revenue does not keep pace with rising costs.
- **Little Net Growth in Utility Tax.** As a result of the significant decline in construction in past years, there will be no significant increase in the number of customers. Even though the city's utility tax is 7.75%, the city does not collect utility tax on water and sewer resulting in more than a \$1.00 million loss of potential revenue annually.
- **Reduced Workforce.** The prudent efforts of past years to balance the budget have put significant stress on the remaining staff. Between 2008 and 2012, the city reduced its work force from 353.35 full-time equivalent positions (FTEs) to a low of 278.40 FTEs in 2012. Despite this more than 21% reduction in staff, delivery of services has largely remained constant and in some cases, has increased. The city has grown in population, increased its park inventory, seen increases in building permit requests and plan reviews, and growing demands on the remaining staff to serve and protect our increasing population. While City staff has performed admirably there is a finite limit to the amount of work that can be done with existing staff resources.
- **State Retirement Contribution.** The retirement rate is expected to go up from 9.21% to 11% in 2015 and possibly higher, thereafter.
- **Health Insurance.** Health Insurance costs have been rising for years and continue to present a major challenge to the City budget. Premium costs will increase by 5% in 2015. Although a smaller growth than prior years, it is still an increase. The requirements of the Affordable Car Act appear to present additional, costly challenges for the City in future years. The city made changes to its insurance at the beginning of this year and that is making a much needed change to slow down the growth in medical cost for the city.
- **The future Departure of Weyerhaeuser.** Weyerhaeuser announced that they plan to relocate their headquarters to Seattle in 2016. The city is working with the Weyerhaeuser Company to find a

suitable new owner for the property to complement the vision of the city's leaders for a strong economy. The selection of the new owner will have a major impact on the city and the other junior taxing districts in the area. Should the property go to a government entity, it might not pay property

taxes. If it goes to a private business, the impact would be essentially neutral in terms of property tax. Aside from the property tax revenue impacts, the future of the Weyerhaeuser Campus will have significant impacts on jobs and has the potential to elevate the visibility of the City of Federal Way regionally and beyond.

- **King County Budget and Public Health.** King County threatened to close its public health clinics in Federal Way and some neighboring communities. The clinic is a major health care provider for the most vulnerable among us and serves over 13,000 citizens. The city negotiated-solution to prevent the closure of the clinic will cost the city several hundred thousand dollars in 2015.
- **Cost of incarceration and security.** During challenging financial times, our police department experienced reduction in force size while still delivering high quality services. With our philosophy of aggressive prosecution as an effective crime deterrent, we're putting more criminals behind bars and this has a budget impact. Our Average Daily Population (ADP) in the South Correctional Entity (SCORE) has increased from 60 beds at inception to a high of more than 106 in August of 2012 and 94 in August of 2014.
- **Maintaining our existing parks.** The City has invested a lot of money into developing its park inventory for the enjoyment of its citizens and as years go by the city will spend more on repairs, replacements and maintenance. Some of these repairs will be considerable.

Major Items Addressed in This Budget

As the economy improves with slow revenue growth, this budget addresses many of the major issues for the departments and the citizens. The following are some of the issues addressed assuming revenue projections are met:

- The Police department will be funded for five additional officers and new patrol cars in 2015.
- Current levels of service will be maintained across all departments.
- We will fund King County \$221,000 to keep the King County Public Health Clinic in Federal Way open.
- The performing arts and conference center (PACC) will be constructed in the City Center to stimulate economic development. We will continue to seek other funding sources for the PACC to limit financial impact on the City expenditures.
- The City will continue to enhance and operate the popular Town Square Park, Federal Way's first downtown park.
- Funds new Economic Development Department and focuses resources on a community economic development strategy, replacing Weyerhaeuser, and recruiting new businesses.
- All employees will maintain the same hours as 2014, and maintain wages according to their bargaining agreement.
- All non-union employees will receive 1.5% market adjustments in 2015 and will receive any step increase they may have earned.
- There will be a modest increase of 5% to City's health insurance premiums in 2015.
- Health Insurance will be tracked separately in its own fund separate from Risk Management and Unemployment Insurance activities to provide more clarity and accountability.

- The Traffic Safety Photo Enforcement Fund will be maintained in a separate fund and expenditures will be paid directly from this fund as approved by the voters to provide more clarity and accountability.
- Utility and Proposition No 1 will be tracked in separate funds and expenditures will be paid directly from these funds as authorized in the ordinance to promote more clarity and accountability.
- All the items that were funded every year that were classified as one-time have been transferred to permanent funding.
- I have also set aside \$700,000 as part of city's contribution towards major renovations at Lakota Park. The park, which is jointly operated by the City and Federal Way Public Schools, is a critical resource for schoolchildren, for youth athletics and for the entire community. We look forward to partnering with the school district to address the needs of this important park resource.
- We are investing \$300,000 into the upgrading of the Dumas Bay Centre
- We will also continue the utility box project in 2015.
- We have also dedicated \$2 million to South 352nd Street project to extend 3-lanes collector with bike lanes, sidewalks, street lights, and traffic signal.

Several unfunded requests for positions, programs and equipment by department directors are not included in this budget. These unfunded requests represent very real service needs and we plan to explore alternative funding for these items with the Council next year after we finalize our fund balances for 2014.

BUDGET HIGHLIGHTS

Expenditures

Public Safety continues to be the City's number one priority. Police Department operations (Police, Jail contract, and 911 Dispatch) accounts for more than 27% of the total 2015 budget and 52% of General Fund.

Parks and Recreation programs contribute significantly to quality of life and serve all segments of the Federal Way community. These programs account for 8% of the total 2015 proposed budget. These programs include the afterschool youth programs, adult activity programs, such as guided tours, computer training, social activities for our senior citizens, and the park programs that maintain soccer field, baseball fields, softball fields, trails, swimming pool, cultural program and maintenance of historical assets for generations to come.

Community Development programs account for about 4% of the total proposed 2015 budget.

Available Resources

Overall, there is a net decrease in total revenue from 2014 budget versus 2015 budget due to change in practice of transferring fund from one fund to the other before it is finally disbursed out. There is a slight increase in the property taxes due to the expected growth and total tax revenue in 2015 due to the 1% property tax increase, and utility tax due to high electric cost in 2015 compared to the 2014 budget. The Other Financing Sources category will decrease in 2015 compared to 2014 because of eliminating transfers to general fund from utility tax, traffic safety, as well as one-time transfers such as Capital Project Reserves, PACC, and strategic reserves. Beginning in 2015, we will account for certain positions and pay for certain expenditures directly from Utility tax and Traffic safety Funds instead of transferring these monies to another fund.

Acknowledgements

The City of Federal Way is a service delivery organization guided by the needs and vision of the residents of this community. This budget is the financial plan that brings into being all the individual programs and projects that address those community needs. This budget will serve and benefit our community, and

carry us forward through uncertain times, while enabling us to seize opportunities to grow and benefit our community.

Our City is fortunate to have dedicated Council Members who are leaders with vision and commitment to community. This is my first biennial budget and it has been an exciting and rewarding year to collaborate with such dedicated and visionary council and professional staffs who are dedicated to serving our community. In addition, I express my sincere appreciation for the teamwork, creativity, and the time spent by the department directors, their assistants, and Finance Department staff. A special note of thanks is given to Finance Department staff for their hard work and dedication in the production of this document.

It is an honor to serve the Federal Way community.

Respectfully,

A handwritten signature in blue ink, appearing to read "Jim Ferrell". The signature is fluid and cursive, with a large initial "J" and "F".

Jim Ferrell
Mayor

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CITY OF FEDERAL WAY 2015/2016 PROPOSED BUDGET

2015/2016 Biennial Budget
Proposed Program Changes – General Fund

	Program Name	1-time		Ongoing	
		2015	2016	2015	2016
001	General Fund				
Police					
	New Corporal Rank Structure	-	-	37,810	37,810
	Nick & Derek Distracted Driving Initiative	25,000	25,000		
	Add 5 FTE Police Officers	30,000	-	236,779	414,315
Community Depevelopment					
	MLK Jr. Celebration - Human Services	-	-	5,000	5,000
	Community Garden - Human Services	-	-	5,000	-
	Temporary Help - Contract Planner	100,000	100,000	-	-
Parks - Maintenance					
	Landscape Maintenance Contract	-	-	43,220	43,220
	Utility box decoration	15,000	-	-	-
	Other operating supplies	10,000	-	-	-
	Repair & Maintenance Supplies	-	-	3,000	3,000
	Stone & Gravel	-	-	2,500	2,500
	Rentals	-	-	2,500	2,500
	Plasma Cutter	-	3,500	-	-
	Various Equipment for Brooklake	2,000	-	-	-
Law					
	Reclassification of Domestic Violence Advocate			-	-
Finance					
	Add FTE for FEDRAC			54,070	56,503
City Clerk					
	Add .62 FTE for Deputy City Clerk			47,500	47,500
Mayors Office					
	Add FTE for Mayors Office			49,972	52,214
Non - Departmental					
	Health Facility	221,000	-	-	-
Total General Fund		\$ 403,000	\$ 128,500	\$ 487,351	\$ 664,562

LETTER OF TRANSMITTAL

2015/2016 Biennial Budget

Proposed Program Changes – Street, Solid Waste and Recycling, and Federal Way Community Center Fund

	Program Name	1-time		Ongoing	
		2015	2016	2015	2016
101	Street				
	Public Works				
	Street System Manager Position	-	-	138,039	144,165
	Snow and Ice Brine Production and Storage Facilities	150,000	-	-	-
	Flower Baskets in the City Center	-	-	22,500	22,500
	Street Tree Replacement	-	-	5,000	5,000
	Electricity & Maintenance for Street lights, traffic signals, signs, markings	-	-	45,000	45,000
	Electricity & Maintenance for Street lights, traffic signals, signs, markings	-	-	17,666	17,666
	Traffic Maintenance Contract Increases	-	-	19,866	40,295
	Development Service Manager	-	-	59,960	62,611
	Total Street Fund	\$ 150,000	\$ -	\$ 308,031	\$ 337,237
106	Solid Waste & Recycling				
	Public Works				
	SW&R Collection Contract Procurement Support	3,000	23,000	-	-
	Litter control Services via Contract with Vadis	-	-	6,500	6,500
	Total Solid Waste & Recycling	\$ 3,000	\$ 23,000	\$ 6,500	\$ 6,500
111	Federal Way Community Center				
	FWCC				
	Splash Café	-	-	50,000	50,000
	Office Tech 2 to Admin 1	-	-	4,074	4,074
	Interior painting	15,000	25,000	-	-
	Replacement of Diving Board Standard	9,300	-	-	-
	Slide Pad Replacement	2,400	-	-	-
	Removal and Replacement of Pool Filter Media	7,000	-	-	-
	Climbing Equipment Purchase	8,500	-	-	-
	Competition pool lane line replacement	2,500	-	-	-
	Fitness equipment purchase	29,000	-	-	-
	Fitness equipment replacement	34,000	-	-	-
	Community Room A Carpet Replacement	11,000	-	-	-
	Community Wing Furniture Replacement	20,000	-	-	-
	Total Federal Way Community Center	\$ 138,700	\$ 25,000	\$ 54,074	\$ 54,074

CITY OF FEDERAL WAY 2015/2016 PROPOSED BUDGET

2015/2016 Biennial Budget
Proposed Program Changes – SWM, Dumas Bay Centre, and Risk Fund

	Program Name	1-time		Ongoing	
		2015	2016	2015	2016
401	Surface Water Management				
Public Works					
	Temporary Help	-	-	4,798	4,798
	SWM Maintenance 1 Worker	-	-	58,409	60,999
	Development Service Manager	14,670	-	59,960	62,611
	SWM Inspector/ Technician	59,670	-	71,204	74,022
Total Surface Water Management		\$ 74,340	\$ -	\$ 194,371	\$ 202,430
402	Dumas Bay Centre				
Dumas Bay Centre					
	Meeting room chairs	18,000	-	-	-
	Meeting room tables	12,000	-	-	-
	Interior painting	30,000	-	-	-
	Exterior painting of front entrance walkway	10,000	-	-	-
	Mattresses	45,100	-	-	-
	Bedding, and furniture for overnight rooms	30,000	-	-	-
	Courtyard repair & furniture	10,000	-	-	-
	Fire alarm panel upgrade	30,000	-	-	-
	Carpeting	114,900	-	-	-
Total Dumas Bay Centre		\$ 300,000	\$ -	\$ -	\$ -
501	Risk				
Law					
	Insurance Broker & TPA	-	-	50,000	50,000
	Line Item Self Insured Settlements	-	-	350,000	350,000
Total Risk Fund		\$ -	\$ -	\$ 400,000	\$ 400,000

LETTER OF TRANSMITTAL

2015/2016 Biennial Budget
Proposed Program Changes – Information Technology Fund

	Program Name	1-time		Ongoing	
		2015	2016	2015	2016
502	Information Technology				
	Mayor's Office - Information Technology				
	1 FTE IT/GIS Technician			70,949	74,147
	EOC Improvements	49,600	-	3,000	3,000
	Recreation Software System	-	94,533		
	Increased Cost of Microsoft EA Contract	-	-	21,000	21,000
	Spillman Maintenance Service	-	-	5,500	9,900
	King County Radio Services	-	-	5,000	5,000
	Cellular Airtime Services	-	-	12,000	12,000
	GIS Aerial Imagery	-	-	20,000	-
	Tyler Cashiering	37,931	-	2,900	2,900
	GPS Survey Equipment	13,000	-	700	700
	Regional Fiber Consortium Membership	-	-	8,570	8,570
	RR Servers (3 in 2015) (4 in 2016)	25,278	59,723		
	RR Police MDCs (9 in 2015) (14 in 2016)	47,480	72,488		
	RR Desktop PCs (48 in 2015) (47 in 2016)	47,954	49,401		
	RR Laptop (7 in 2015) (10 in 2016)	11,401	28,320		
	RR Printers (3 in 2015) (3 in 2016)	25,278	13,203		
	RR Police Radios Mobile (5 in 2015) (5 in 2016)	17,000	17,000		
	RR Police Radios Portable (5 in 2015) (5 in 2016)	14,245	14,245		
	RR Motorcycle Radios (2 in 2015) (1 in 2016)	6,000	3,000		
	RR Network	-	11,751		
	RR Miscellaneous Hardware	-	8,184		
	RR Phone system	-	448,196		
	RR LG GIS Plotter	-	12,627		
	RR FWCC Video Surveillance System	-	24,519		
	RR Spare MDC's	9,600	-	-	-
	RR GIS Software Upgrade	33,000	-	10,000	-
	Total Information Technology Fund	\$ 337,767	\$ 857,190	\$ 159,619	\$ 137,217

2015/2016 Biennial Budget
Proposed Program Changes – Mail and Duplication Fund

	Program Name	1-time		Ongoing	
		2015	2016	2015	2016
503	Mail & Duplication				
Mayor's Office - Information Technology					
	CD Permit Center Printer/Scanner	6,400		445	445
	Copiers will reach their life cycle for replacement (two in 2015 and one in 2016). Copiers have fully appreciated and are recommended for replacement in 2015 and 2016. The funding source for these copiers is replacement reserves. Replace current Neopost SI68 folding machine with newer, easier to use and more reliable folder/insertor for all City staff use. Folding machine has fully appreciated and is recommended for replacement. Copiers (2015 \$30,666; 2016 \$6,368) Folding Machine (2015 \$12,934)	43,600	6,368		
	The copier at Steel Lake Maintenance Shop is currently leased at a rate of approximately \$1,400 a year. This is the only leased copier in the City. It is proposing to convert that copier from a lease to own, and consolidate all maintenance using the City's primary vendor/maintenance provider. When the copier was leased, replacement reserves were collected based on the estimated purchase price.	-	10,000	-	-
Total Mail & Duplication Fund		\$ 50,000	\$ 16,368	\$ 445	\$ 445

2015/2016 Biennial Budget
 Proposed Program Changes – Fleet and Equipment Fund

	Program Name	1-time		Ongoing	
		2015	2016	2015	2016
504	Fleet and Equipment				
Public Works					
	Trailer #463 was originally purchased to transport the small asphalt roller (#221), but due to need and infrequent use, it was converted into a permanent concrete materials and equipment trailer. The trailer remains functional and is used during all concrete repair work activities, but can no longer be used to haul vehicular equipment. Replacement reserve levels for this trailer have reached \$4,661, enough for a new trailer to be purchased for hauling the asphalt roller and stroing the associated asphalt patching equipment. The old trailer would not be surplusd and replacement reserces will continue to be collected for only the new trailer.	4,661			
	The 1-ton flatbed truck was purchased in 2001 and has approx 78,000 miles on it; virtually all of which are in town miles. The vehicle has, and continues to have a significant repair history, the cost of which totals \$55,820 to date. This vehicle is used extensively by SWM maintenance staff to provide construction support and is critical to our day-to-day maintenace operations. Based on mileage and repair history, vehicle 241 has reached its useful like and it is recommended that it is replaced in FY 2015 to help ensure that operations and maintenance efficiencies are not hindered by vehicle breakdowns and needed reparis. It is recommended that vehicle #241 be replaced with an equivalent 1-ton flatbed vehicle (Ford F550 or equivalent) that will be purchased through the use of replacmenet reserves totaling \$54,063.	54,063			

2015/2016 Biennial Budget
Proposed Program Changes – Fleet and Equipment Fund

	Program Name	1-time		Ongoing	
		2015	2016	2015	2016
	<p>The Harper Deweze mower (E2041) is one of two mowers used by SWM to maintain regional and localized detention ponds throughout the City. This mower was purchased in 2005 and is due to replacement in 2016. Mowers are used on a daily basis beginning in May through Sept in order to provide 3 mows over the course of the summer and approx 160 city maintained detention facilities. Given the importance of this machine to SWM's operations, it is recommended that the replacement scheduled is followed to ensure a highly functional and reliable mowing fleet. Due to slope limitations as well as ease of getting stuck, it is recommended that additional research be performed prior to the selection of the replacement mower in order to acquire a more efficient/effective piece of equipment. Additionally, replacement reserves have not kept up with the increased cost of large mowing equipment; therefore, it is recommended that an additional \$30,000 be transferred from SWM unallocated and added to the 2016 replacement reserve amount of \$43,756 for total of \$73,756</p>		73,756		
	<p>Truck #246, a GMC Sonoma, was purchased in 2001 and has over 87,000 miles on it, the majority of which are in-town miles. Over the history of the ownership, this vehicle has significant maintenance problems associated with the 4-wheel drive system and brakes and continues to be a significant cost for the vehicle pool. Maintenance costs since 2010 stand at \$6,243. Based on age, vehicle size (mid-sized), maintenance costs and mechanical issues, it is recommended that the vehicle be replaced in 2015 with a full size Ford 250 or equivalent, capable of towing the video inspection trailer. Purchase of the new vehicle will be accomplished through both use of replacement reserves estimated to be \$44,054 and the auction value of the existing vehicle \$1000</p>	45,054			

LETTER OF TRANSMITTAL

2015/2016 Biennial Budget
Proposed Program Changes – Fleet and Equipment Fund

	Program Name	1-time		Ongoing	
		2015	2016	2015	2016
	<p>The John Deere BackHoe (#461) is the backbone of SWM maintenance, operations, and construction related activities. It was purchased in 2003 and while it remains in good condition, it has begun to require more frequent maintenance and repair. Breakdowns during operations result in significant delays and inefficiencies. To date, a total of \$44,751 has been spent on maintenance and repairs. Since this piece of equipment is operationally one of our most critical pieces of equipment, it is recommended that a new backhoe be purchased and that backhoe #461 be used to replace the Streets Division 1992 backhoe (Case 590), which is in far worse conditions than the John Deere. Replacement of the Case 590 backhoe with the John Deere provides the street maintenance crew with a far more reliable piece of equipment. Replacement reserves in the amount of \$111,525 will be used for this purchase and the Case 590 backhoe will be surplus.</p>	116,525			
	<p>This truck (235) was purchased in 1993 and has been due to replacement in 2007. Approx. \$98,000 has been spent on this vehicle for maintenance and repairs and it has reached its useful life. This vehicle is an integral part of the surface water construction program and also plays a key role in snow and ice operations, therefore, reliability is important. Purchase of a new equivalent vehicle will be accomplished through both the use of replacement reserves estimated to be \$240,469 and the auction value of the existing vehicle (\$8000). It is also recommended that both the snow plough and sander units that are associated with this vehicle be replaced as well. Both the plough (235A) and the sander (235B) have reached their useful life and adequate replacement reserves are available (\$16,677 and \$23,117 respectively). Replacement of these units along with replacement of the vehicle will ensure that the new snow and ice equipment is properly sized and outfitted for use with the vehicle purchased.</p>	288,263			

2015/2016 Biennial Budget
Proposed Program Changes – Fleet and Equipment Fund

	Program Name	1-time		Ongoing	
		2015	2016	2015	2016
	<p>This truck was purchased in 1999 and was due for replacement in 2014. Although vehicle miles are low (45,000), both maintenance and repairs are becoming more frequent to the point of interfering with operation. This vehicle is an integral part of the Streets construction and O&M programs and also plays a key role in snow and ice operations during the winter, therefore, reliability is important. Purchase of a new equivalent vehicle will be accomplished through both the use of reserves totaling \$183,957 and auction value of the existing vehicle (\$10,000). It is also recommended that both snow plough and the sanding equipment that are associated with the vehicle be replaced as well. Both the plough and the sander have reached their useful life and adequate replacement reserves are available. Replacement of these units along with replacement of the vehicle will ensure that the new snow and ice equipment is properly sized and outfitted for use with the vehicle purchased.</p>	267,531			
	<p>All five variable message boards have reached their useful life, are antiquated and are in need of replacement. One of the VMS Board was purchased in 1999, two were purchased in 2001, while the last two were purchased in 2003). The functionality and reliability of this equipment is critical to safety of our crews and the traveling public when work is being performed in the ROW. VMS boards also play an important role in informing the traveling public of upcoming projects, construction or City events. Replacement reserves totaling \$154,521 are available to replace all five VMS boards. It is recommended that three full size boards and two smaller boards be purchased to allow for more flexibility in locating them within the ROW.</p>	154,521			

LETTER OF TRANSMITTAL

2015/2016 Biennial Budget
Proposed Program Changes – Fleet and Equipment Fund

	Program Name	1-time		Ongoing	
		2015	2016	2015	2016
	Truck #232-1, a Ford 250, was purchased in 2004 and has over 67,000 miles on it, the majority of which are in-town miles. This vehicle has exceeded it's useful life and in order to ensure that the streets supervisor's vehicle has the highest level of reliability and functionality, is it recommended for replacement. Purchase of the new vehicle will be accomplished through the use of replacement reserves estimated to be \$36,569. Rather than surplus the truck, it is recommended taht it be used to replace truck 122 which is in extremely poor condition and no longer has replacement reserves collected for it. Truck 232-1 in in much better shape than truck 122 and will perform the work functions associated with this vehicle. It is recommeded that the replacement vehicle for truck 232-1 be 1/2 ton, 4x4 truck rather than the 3/4 ton.	36,569			
	Trailer #E452 was purchased in 1999. The trailer remains functional, however, loading and unloading equipment on this unit involves manual lifting nad positioning heavy ramps. To better accommodate the maintenance crew and minimize heavy lifting activity when possible, it is recommended that this trailer be replaced with a tilt trailer which does not require the lifting and positioning of ramps. This will reduce the risk of injury to the crew. Replacement reserves levels for this trailer have reached \$19,757, enough for a new tilt trailer of equivalent capacity (20 -ton) to be purchased. The old trailer will be surplusd.	22,757			
	The air compressor (450A) was purchased in 1999 and has reached its useful life. The compressor is a key piece of equipment used by the Streets crew during maitenance and operations work; it is very heavily used during the construction season. Reliability and functionality are important to ensure the crew is as efficient as possible while working in ROW, this helps minimize the amount of time that maintenance and operations activities is the ROW impact traffic. The existing unit will be traded in or surplusd and any credit will be used towards purchase of the new unit.	17,418			

2015/2016 Biennial Budget
Proposed Program Changes – Fleet and Equipment Fund

	Program Name	1-time		Ongoing	
		2015	2016	2015	2016
	Vehicle #243 (GMC Safari Van) was surplus in 2010 and wasn't replaced. Currently replacement reserves in the amount of \$48,134 are available for the purchase of the replacement vehicle. It is recommended that a Ford Hybrid Escape or equivalent type vehicle be purchased to better meet demands being placed on pooled vehicles within the Public Works Departments	48,134			
Parks - Maintenance					
	Truck 1181 is well past its reserve life and having repair needs. Current reserve balance is \$26,755		26,755	-	-
	Truck 124 which is our primary tow truck for our mow crew, and which pulls a large goose neck trailer is well past its life span and is experiencing drive train issues. Current reserves balance is \$67,265	67,265			
	E426 has reached its life span and has a history of breaking down with significant electrical problems. Current reserves collected are \$44,751, which will leave a balance of \$6,351.	38,400			
	E1110 at Steel Lake Park is essential to supporting picnic reservations, special events, and sport tournaments. The vehicle is past its life span and having regular repair issues. Current reserve balance is \$13,000	-	13,000		
	Truck 103 is well past its reserve life and is beginning to have repair issues. It is important to Parks Fleet because it is one of three with 4 wheel drive. Current reserve balance is \$36,818	-	36,818		

LETTER OF TRANSMITTAL

2015/2016 Biennial Budget
 Proposed Program Changes – Fleet and Equipment Fund

	Program Name	1-time		Ongoing	
		2015	2016	2015	2016
Community Develpoment					
	Replace two fleet vehicles 301 and 302 with new vehicles. The two existing vehicles are Ford Focuses, model year 2000. They are seven years past the typical 7 year replacement schedule. We are proposing to replace them with 2015 Ford Focuses with standard features. The total replacement fund for the two vehicles is \$54K, which is substantially more than the replace cost of approximately \$34K.	33,924	-	-	-
Police					
	In 2015 replacing 10 marked and 6 unmarked vehicles (Marked - 6013,6023,6053,6063,6073,6481,6213,6510,6520,6530, Unmarked - 9051,9021,5220,5230,5011,5081, Motorcycles - 8033,8053,8073,8080,8090) In 2016 replacing 13 marked and 4 unmarked vehicles (Marked - 6044,6083,6093,6103,6113,6123,6133,6143,6173,6183,6193,6203,6333, Unmarked - 5240,5092,5181,5071, Motorcycles - 8014,8024,8043)	805,000	794,000		
	Added 3 New Police Vehicles, and requesting 3 carryforward vehicles for COPS grant new positions, additional vehicles for take home porgram, and holding onto secondary carryforward vehicles	158,220	-	-	-
Total Fleet & Equipment Fund		\$2,170,395	\$ 956,425	\$ 12,090	\$ 12,096

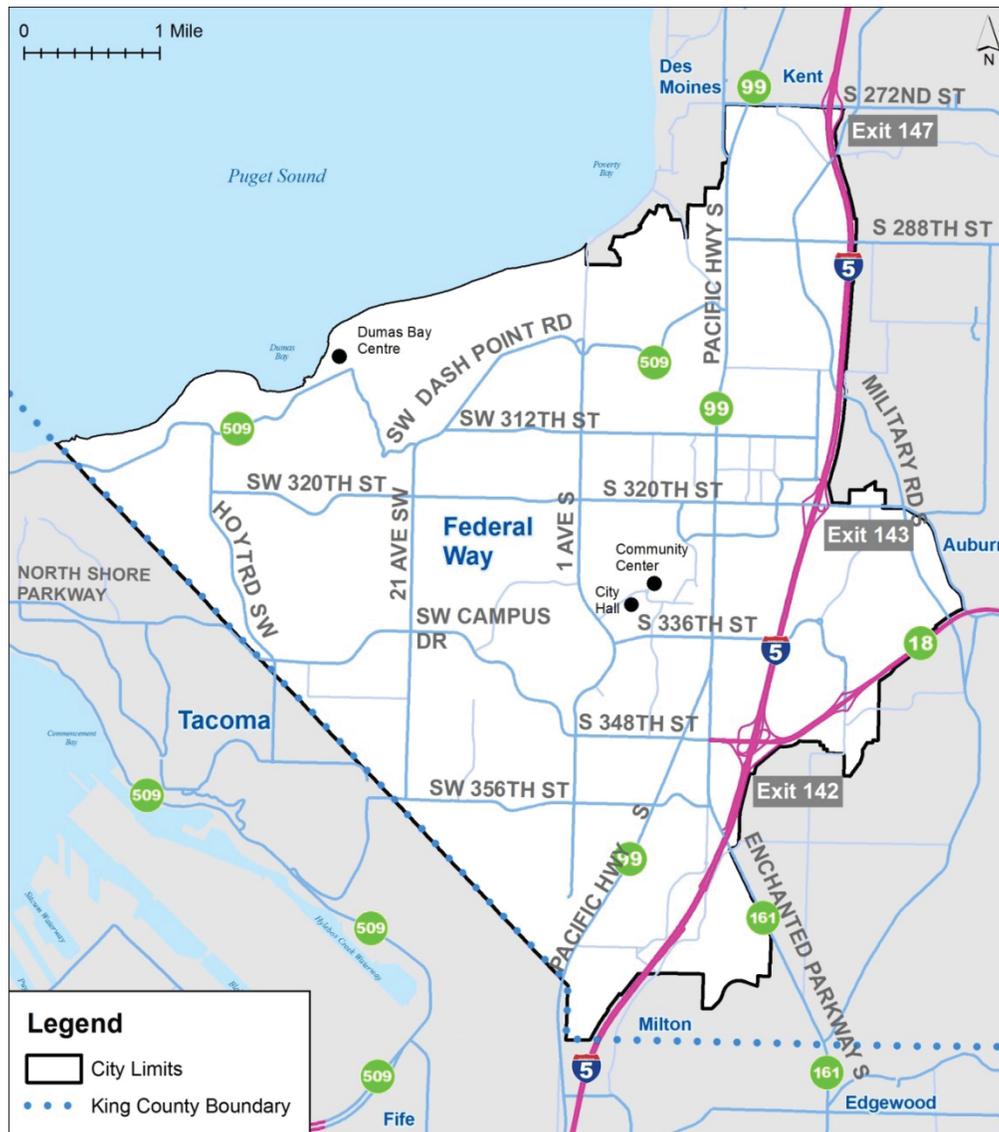
CITY OF FEDERAL WAY 2015/2016 PROPOSED BUDGET

2015/2016 Biennial Budget

Proposed Program Changes – Bldgs. and Furnishings Fund, Parks CIP, SWM CIP, Transportation CIP, PACC CIP

	Program Name	1-time		Ongoing	
		2015	2016	2015	2016
505	Building and Furnishings				
Mayor's Office - Information Technology					
	Replace badge station, including computer, badging printer, and camera. This equipment is used to generate ID badges for employees of the City, Police and EOC. This equipment has reached the end of its life. The computer is still running Windows XP and is no longer supported by Microsoft for security updates. The badge printer is not printing new badges correctly as there is problems with the print mechanism and jams often. The equipment was originall purchased from the New City Hall project, and thus will use the Building/Furnishing replacement reserves to fund this replacement.	8,500			
Total Buildings and Furnishings Fund		\$ 8,500	\$ -	\$ -	\$ -
303	Parks CIP				
Parks					
	Parks CIP - See Capital section of Budget for additional detail	1,000,000	300,000		
Total Parks CIP Fund		\$ 1,000,000	\$ 300,000	\$ -	\$ -
304	Surface Water Management CIP				
Public Works					
	Surface Water Management CIP - See Capital section of Budget for additional detail	3,123,400	2,110,400		
Total Surface Water Management CIP Fund		\$ 3,123,400	\$ 2,110,400	\$ -	\$ -
306	Transportation CIP				
Public Works					
	Transportation CIP - See Capital section of Budget for additional detail	8,470,000	14,585,000		
Total Transportation CIP Fund		\$ 8,470,000	\$ 14,585,000	\$ -	\$ -
308	Performing Arts and Conference Center CIP				
Non - Departmental					
	Performing Arts and Conference Center CIP - See Capital section of Budget for additional detail	8,340,000	-		
Total Performing Arts and Conference Center CIP Fund		\$ 8,340,000	\$ -	\$ -	\$ -
Grand Total		\$ 24,569,102	\$ 19,001,883	\$ 1,622,480	\$ 1,814,561

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 www.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.



Aerial View of Federal Way, July 2007

**2015/2016
CITY OFFICIALS
LEGISLATIVE BODY**



JIM FERRELL
Mayor



JEANNE BURBIDGE
Deputy Mayor



LYDIA ASSEFA-DAWSON
Councilmember #1



KELLY MALONEY
Councilmember #2



SUSAN HONDA
Councilmember #3



BOB CELSKI
Councilmember #5



MARTIN A. MOORE
Councilmember #6



DINI DUCLOS
Councilmember #7

<u>Position</u>	<u>Elected</u>	<u>Term</u>	<u>Term Expires</u>	<u>Email</u>	<u>Phone</u>
Mayor	Jim Ferrell	4 years	12/31/2017	Jim.Ferrell@cityoffederalway.com	(253) 835-2402
Position #1	Lydia Assefa-Dawson	4 years	12/31/2015	Lydia.Assefa-Dawson@cityoffederalway.com	(253) 835-2401
Position #2	Kelly Maloney	4 years	12/31/2017	Kelly.Maloney@cityoffederalway.com	(253) 835-2401
Position #3	Susan Honda	4 years	12/31/2015	Susan.Honda@cityoffederalway.com	(253) 835-2401
Position #4	Jeanne Burbidge	4 years	12/31/2017	Jeanne.Burbidge@cityoffederalway.com	(253) 835-2401
Position #5	Bob Celski	4 years	12/31/2015	Bob.Celski@cityoffederalway.com	(253) 835-2401
Position #6	Martin A. Moore	4 years	12/31/2017	Martin.Moore@cityoffederalway.com	(253) 835-2401
Position #7	Dini Duclos	4 years	12/31/2015	Dini.Duclos@cityoffederalway.com	(253) 835-2401

JUDICIAL BRANCH

<u>Position</u>	<u>Employee</u>	<u>Elected/ Appointed</u>	<u>Term</u>	<u>Office date</u>	<u>Contact Information</u>
Presiding Judge	David Larson	Elected	N/A	3/3/2008	David.Larson@cityoffederalway.com (253) 835-3012
Judge	Rebecca Robertson	Elected	N/A	1/1/2010	Rebecca.Robertson@cityoffederalway.com (253) 835-3025
Court Administrator	Susanne White	Appointed	N/A	2/22/2010	Susanne.White@cityoffederalway.com (253) 835-3000

CITY ADMINISTRATION

<u>Position</u>	<u>Employee</u>	<u>Appointment</u>	<u>Contact Information</u>
Chief of Staff	Brian J. Wilson	1/20/2014	Brian.Wilson@cityoffederalway.com (253) 835-2510
City Attorney	Amy Jo Pearsall	2/1/2014	Amy.Jo.Pearsall@cityoffederalway.com (253) 835-2570
Interim Community Development Director	Larry Frazier	7/21/2014	Larry.Frazier@cityoffederalway.com (253) 835-2612
Economic Director	Tim Johnson	9/15/2014	Tim.Johnson@cityoffederalway.com (253) 835-2412
Finance Director	Ade Ariwoola	4/1/2014	Ade.Ariwoola@cityoffederalway.com (253) 835-2520
Parks Director	John Hutton	7/23/2014	John.Hutton@cityoffederalway.com (253) 835-6910
Police Chief	Andy Hwang	3/18/2014	Andy.Hwang@cityoffederalway.com (253) 835-6716
Public Works Director	Marwan Salloum	7/1/2014	Marwan.Salloum@cityoffederalway.com (253) 835-2720

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

Municipal Court	CITIZENS OF FEDERAL WAY	City Council
* Misdemeanors & Gross Misdemeanors * Traffic & Non-traffic Infractions * Probation Services * Civil Impounds	MAYOR'S OFFICE	* Represents the People of Federal Way * Adopt Ordinances and Resolutions * Grant Franchises * Levy Taxes and Appropriate Funds * Establish Policy Guidelines
* Administer City-wide Operations and Budget * Coordinate Regional Affairs * Economic Development * Emergency Management		
13 Staffing 13.00 14 Staffing 13.00 FTE Change - 15/16 Proposed 13.00	13 Staffing 3.50 14 Staffing 6.00 FTE Change 1.00 15/16 Proposed 7.00	13 Staffing 4.15 14 Staffing 4.15 FTE Change 0.05 15/16 Proposed 4.20

Finance	Law	Information Technology	Police	Community Development	Parks & Public Works
* Payroll * Accounts Payable * Purchasing * Accounts Receivable * Business License * General Accounting * Budget * Banking and Investments * Monthly Financial Report * Audit Coordination * Internal Controls * Financial Planning/Analysis	* Civil Legal Services and Litigation * Legislative support * Prosecution * Provide Legal Counsel * Draft Contracts and Ordinances * Negotiate Contracts and Real Estate Transactions * Risk Management	* Data Processing/ GIS * Mail & Copier * Systems Support Technology Infrastructure Network appliances * Customer Support Online, Remote Helpdesk Staff training * Applications Support Business Systems Setup/Support Database Administration	* Crime Analysis/Prevention * Traffic Safety Education & Enforcement * Investigation * Patrol * Emergency Communication * Community Safety and Education Programs * Fleet Management * Animal Services	* Land Use Management --Permit process --Legislative * Bldg Permits & Inspections * Code Compliance * Human Services * Comm. Dev. Block Grant * Neighborhood Develop	* Development Services --Permitting --Inspection --Legislation * Maintenance, Operating, & Development of --Public Right-of-Way --Traffic Systems --Surface Water Mgmt * Solid Waste/Recycling * Fleet Management * Community Center * Recreation & Athletic Progs * Park maintenance/operation & Development * Community Events & Arts * Public Facility Management & Development * Dumas Bay Centre Operations * Knutzen Family Theatre * Open Space Management
13 Staffing 7.00 14 Staffing 7.00 FTE Change 1.00 15/16 Proposed 8.00	13 Staffing 12.00 14 Staffing 12.00 FTE Change - 15/16 Proposed 12.00	13 Staffing 7.00 14 Staffing 7.00 FTE Change - 15/16 Proposed 7.00	13 Staffing 153.00 14 Staffing 155.00 FTE Change 5.00 15/16 Proposed 160.00	13 Staffing 22.85 14 Staffing 26.25 FTE Change 0.45 15/16 Proposed 26.70	13 Staffing 76.90 14 Staffing 76.35 FTE Change 2.20 15/16 Proposed 78.55

Human Resources
* Records Management * Hearing Examiner Coord. * Codification Coordination * Licensing Enforcement * Commission & Board appointment process * Recruiting/Training * Benefits Administration * Employee/Labor Relations * Wellness * Retirement System * Civil Service
13 Staffing 4.50 14 Staffing 5.13 FTE Change 0.62 15/16 Proposed 5.75

Position Summary			
	Authorized		Actual
Year	FTE	Change	Total
2012	318.70	0.00	318.70
2013	303.90	0.00	303.90
2014	311.88	0.00	311.88
2015	322.20	0.00	322.20
2016	322.20	0.00	322.20

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 – 1 alternate Appointed by: City Council

Current Members: Lorie Weldon, Keith Livingston, Cynthia Piennett, Frances Tanner, Mary Tynan, Gary Gillespie, P.K. Thumbi, Robin Cook, John Fairbanks, and Caroline Castro - Alternate.

Meeting Information: 1st Thursday of each month at 7:30 a.m. - Federal Way Community Center

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 and 2 alternate members Appointed by: Mayor

Current Members: Christopher Adekoya, Linda Purlee, Mark Koppang, Kay Pope, Julie Marshall - alternate James Miranda and 1 vacant positions.

Meeting Information: 1st Wednesday of each month at 7:00 p.m. - Hylebos Conference Room

CDBG Loan Advisory Review Committee

Purpose: The CDBG Loan Review Advisory Committee advises the Mayor and City Council on economic development loan products and applications for loan funding.

Number of Members: 5 members Appointed by: City Council

Current Members: Donald Bartlett, Keven Dunn, Lori DeVore, Graham Evans, Frank Spicer and Mark Hutson - alternate.

Meeting Information: 3rd Wednesday of January, April, July and October at 5:30 p.m.

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: Oliver Hansen, Joseph Kuria, Troy Smith, Anthony Gittens, Cherly Carino-Burr, Gregory Baruso, Jessicka Ramubs, Chris Brown, and Trinity Jenkins-Chandler - alternate.

Meeting Information: 2nd Wednesday of January, April, July and October at 6:00 p.m. – Hylebos 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 and 1 alternate Appointed by: City Council

Current Members: Byron K. Hiller, Fred Neal, Joe Donaldson and James Englund - alternate.

Meeting Information: Meetings are semi-annual and as needed.

Human Services Commission

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

Number of Members: 9 members Appointed by: City Council

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 work plan and calendar for 2014:

Process Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Council sets 2015/2016 budget priorities												
Management Team Develops Budget Strategies												
Mayor gives budget Directions												
Finance Department distributes budget instructions consistent with Mayor and City Council directions						*						
Departments prepare base-line revenue and expenditure estimates and new program requests												
Finance Department updates revenue estimates and compiles department submittals												
Mayor meets with Department staff to review their budget proposals												
Mayor 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 Mayor												
City Council instructs Mayor 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												

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, 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 Mayor's direction, Department Directors have primary responsibility for: a) formulating budget proposals in line with Mayor and City Council 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 \$1 million.
2. The City shall establish operating cash flow reserve of \$9 million or 17 % of operating expenditures in the General Fund. The purpose of operating cash flow reserve is to maintain a

- minimum of two month's operating expenditure in reserve to manage the fluctuation in tax receipts, grant revenues, and general cash flow management.
3. The City shall establish a Strategic Opportunity Reserve of \$2 million. It provides the liquidity to respond to economic opportunity that is not budgeted for that may provide a long term economic benefit to the City.
 4. The City will maintain an emergency reserve fund for snow and ice removal of not less than \$0.5 million in Street Fund.
 5. The City will maintain an emergency reserve fund of not less than \$0.1 million for unexpected natural disaster that affect our infrastructure, pending the receipt of available grants or other resources, to restore our road to its original condition in Arterial Street Fund.
 6. The City will maintain a minimum cash flow reserve with the Utility Tax Fund in amount equal to \$2.5 million.
 7. The City will maintain a one year revenue reserve in the Real Estate Excise Fund and may spend down ONLY upon the Council's approval.
 8. The City will maintain a minimum of cash flow reserve with the Hotel/Motel Lodging Tax Fund in amount equal to the prior year's complete revenues (\$0.2 million) in ending fund balance.
 9. The City shall maintain a minimum of \$1.5 million in a reserve for the future general capital needs of the building such as major upgrade, roof replacement, and equipment replacement in Community Center Fund.
 10. The City shall maintain a minimum of \$1.5 million in a reserve for cash flow management and a con tangent reserve in Traffic Safety Fund to fund traffic equipment replacement, and to absolve an unplanned revenue decline.
 11. The City shall maintain adequate reserve in Debt Service Fund in accordance with the bond ordinance or a minimum of one year debt service amount.
 12. The City shall maintain a reserve for the future general capital needs for the city buildings or other capital projects in Capital Project Reserve Fund. The Finance Director may transfer excess revenue over expenditure in the General fund to this fund for future use of the City.
 13. The City shall maintain a minimum of \$0.5 million in a reserve for the general capital needs of the building and equipment in Dumas Bay Centre Fund.
 14. The City will maintain a reserve in an amount of not less than 16 weeks of budgeted expenses as recommended by our consultant in the Health Insurance Fund.
 15. The City will maintain a reserve in an amount of not less than \$0.25 million or annual unemployment expenses in the Unemployment Insurance Fund.
 16. The City will maintain a reserve in an amount of not less than one year's expenses from the prior year or \$1.2 million in Risk Management Fund.
 17. The City shall maintain an operating reserve within the Surface Water Management Fund in amount not less than 17% of operating expenses from the prior year. Any excess may be transferred to the Capital Project Fund – SWM for future capital projects.
 18. The City shall maintain Emergency/Contingent reserve for unexpected catastrophic events or system failures of not less than \$0.5 million in Capital Project Fund –SWM.
 19. The City will maintain adequate reserves for capital replacement and shall be funded through department charges and other revenues sufficient to replace both hardware and software at the end of their useful life in Information System Fund.

20. The City will maintain an adequate reserve to replace copy and mailing equipment in the Mail and Duplication Fund.
21. The City will maintain an adequate reserve to replace a fleet of vehicles and other heavy equipment at their scheduled replacement time in Fleet and Equipment Fund.
22. The City will maintain a reserve of not less than \$2.0 million for equipment, roof, and other major upgrades to City Buildings other than Community Center, and Dumas Bay Centre.

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 Mayor and City Council.

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 (land banking).
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 where total expenditures and other uses not to exceed total resources (current revenue plus beginning fund balance). The city's budget policy further requires that expenditures not to exceed 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, and debt service 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 Mayor 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, such as capital projects, are adopted on a "project-length" basis and, therefore, are carried forward from year to year without re-appropriation until authorized amounts are fully expended or the designated purpose of the fund has been accomplished.

CITY OF FEDERAL WAY 2015/2016 PROPOSED BUDGET

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	Community Center Fund
Arterial Street Fund	Traffic Safety Fund
Utility Tax Fund	Real Estate Excise Tax Fund
Solid Waste/Recycling Fund	Utility Tax Proposition 1 Fund
Special Contract/Studies Fund	Community Development Block Grant Fund
Hotel/Motel Lodging Tax Fund	Paths and Trails Reserve Fund

Reserve Funds - These funds are established to account for special reserves set aside to provide the liquidity to respond to economic opportunity and future capital needs.

Strategic Reserve Fund	Capital Project Reserve Fund
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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	Surface Water Management Projects Fund
Municipal Facilities Fund	Transportation Systems
Park Project Fund	Performing Arts and Conference Center Fund

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
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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	Fleet and Equipment Fund
Information Systems Fund	Buildings and Furnishings Fund
Mail and Duplication Services Fund	Medical Insurance Fund
	Unemployment Insurance Fund

SOURCES & USES – ALL FUNDS

Item	2012	2013	2014			2015	2016	15 Proposed - 14 Proj	
	Actual	Actual	Adopted	Adjusted	Projected	Proposed	Proposed	\$ Chg	% Chg
BEGINNING FUND BALANCE	\$ 64,823,810	\$ 71,547,865	\$ 47,522,435	\$ 73,919,800	\$ 73,919,799	\$ 60,236,119	\$ 53,420,425	\$ (13,683,680)	-18.5%
REVENUE:									
Property Taxes	\$ 9,978,143	\$ 10,004,862	\$ 10,022,000	\$ 10,077,000	\$ 10,177,000	\$ 10,342,770	\$ 10,611,198	\$ 265,770	2.6%
Sales Tax	10,534,147	11,346,338	10,799,000	11,614,000	11,964,000	11,962,420	12,321,293	348,420	2.9%
Criminal Justice Sales Tax	1,864,991	1,992,667	1,719,000	1,913,000	2,063,000	2,123,430	2,357,007	210,430	10.2%
Utility Tax	13,083,178	12,584,292	12,361,000	12,552,000	12,552,000	12,677,790	12,677,790	125,790	1.0%
Real Estate Excise tax	1,507,315	2,034,033	1,400,000	1,800,000	1,800,000	1,900,000	1,900,000	100,000	5.6%
Other Taxes	1,518,336	1,586,747	1,385,999	1,376,000	1,376,000	1,561,000	1,566,000	185,000	13.4%
Licenses and Permits	2,501,367	2,638,016	2,156,000	2,531,000	3,331,000	2,962,000	2,962,000	431,000	12.9%
Intergovernmental	7,241,040	9,415,268	5,930,736	13,616,914	13,616,914	14,975,699	12,995,465	1,358,785	10.0%
Charges for Services	14,606,547	15,796,187	14,576,468	20,820,104	20,990,104	21,501,973	20,122,673	681,869	3.2%
Fines	3,373,366	3,295,096	1,945,000	2,570,000	2,570,000	3,287,043	3,333,282	717,043	27.9%
Miscellaneous	1,928,146	930,761	686,047	686,047	686,047	848,197	848,197	162,150	23.6%
Proprietary Fund Revenue	-	84,042	-	-	-	-	-	-	n/a
Other Financing Sources	16,887,511	32,529,924	17,895,463	44,335,437	45,338,037	16,641,642	19,110,613	(27,693,795)	-61.1%
Total Revenues	\$ 85,024,089	\$ 104,238,233	\$ 80,876,713	\$ 123,891,502	\$ 126,464,102	\$ 100,783,964	\$ 100,805,518	\$ (23,107,538)	-18.3%
EXPENDITURE:									
City Council	\$ 360,461	\$ 372,242	\$ 388,134	\$ 389,913	\$ 389,913	\$ 367,442	\$ 371,587	\$ (22,471)	-5.8%
Mayor's Office	1,189,930	1,209,607	1,226,758	1,606,066	1,513,841	1,324,879	1,342,266	(281,188)	-18.6%
Municipal Court	1,421,727	1,480,301	1,608,957	1,707,213	1,707,213	1,529,125	1,557,092	(178,088)	-10.4%
Finance	833,419	854,041	907,201	999,938	999,938	908,534	941,111	(91,404)	-9.1%
City Clerk	317,626	418,556	422,099	525,356	525,356	464,325	557,590	(61,031)	-11.6%
Human Resources	348,721	395,857	452,383	541,185	541,185	400,512	409,106	(140,673)	-26.0%
Information Technology	1,696,385	1,907,034	1,931,707	2,523,946	2,523,946	2,097,458	2,601,615	(426,488)	-16.9%
Law -Civil	1,794,027	2,045,378	1,800,514	6,151,852	6,086,852	1,496,981	1,510,092	(4,654,871)	-76.5%
Law-Criminal	685,428	702,299	719,954	745,094	745,094	800,729	814,139	55,634	7.5%
Community Development	3,050,873	3,583,697	2,785,764	4,042,757	3,809,598	3,604,687	3,680,117	(438,070)	-11.5%
Economic Development	155,165	111,651	130,442	364,864	260,085	208,289	208,478	(156,575)	-60.2%
Human Services	758,311	788,678	759,014	778,640	778,640	690,378	700,051	(88,262)	-11.3%
Jail Contract Costs	2,471,531	3,939,387	3,749,000	4,159,831	4,159,831	4,276,614	4,276,614	116,783	2.8%
911 Dispatch	1,637,541	1,644,106	1,787,000	1,787,000	1,787,000	1,787,000	1,787,000	-	0.0%
Police	21,003,188	21,606,966	21,634,970	22,966,810	22,966,810	20,036,619	20,639,769	(2,930,191)	-12.8%
Parks, Recr & Cultural Svcs	7,724,027	7,737,326	8,516,355	13,040,033	12,266,569	8,263,847	7,196,905	(4,776,186)	-38.9%
Non-Departmental	17,387,380	33,598,848	19,257,222	50,488,433	41,375,802	33,092,307	27,452,596	(17,396,126)	-42.0%
Public Works	15,464,292	19,470,322	18,581,425	38,681,346	37,783,571	26,249,934	30,397,252	(12,431,412)	-32.9%
Total Expenditures	\$ 78,300,034	\$ 101,866,297	\$ 86,658,900	\$ 151,500,278	\$ 140,221,245	\$ 107,599,659	\$ 106,443,381	\$ (43,900,619)	-31.3%
Changes in Fund Balance	\$ 6,724,055	\$ 2,371,936	\$ (5,782,187)	\$ (27,608,776)	\$ (13,757,143)	\$ (6,815,695)	\$ (5,637,863)	\$ 20,793,081	-151.1%
ENDING FUND BALANCE:	\$ 71,547,865	\$ 73,919,801	\$ 41,740,249	\$ 46,311,024	\$ 60,162,656	\$ 53,420,424	\$ 47,782,562	\$ 7,109,400	11.8%

OTHER FINANCING SOURCES – ALL FUNDS

Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
			Adopted	Adjusted	Projected			\$ Chg	% Chg
Transfer In - Utility Tax	\$ 12,554,760	\$ 13,528,772	\$ 12,822,187	\$ 14,392,462	\$ 15,395,062	\$ 10,146,533	\$ 10,201,547	\$ (4,245,929)	-29.5%
Transfer In - Real Estate Excise tax	1,025,000	1,572,000	1,217,000	13,726,359	13,726,359	2,723,773	2,725,123	(11,002,586)	-80.2%
Transfer In - Traffic Safety	830,000	1,075,040	1,030,000	1,141,725	1,141,725	-	-	(1,141,725)	-100.0%
Transfer In - General Fund/Street	1,781,214	2,292,921	2,311,276	4,929,432	4,929,432	2,078,336	4,153,943	(2,851,096)	-57.8%
Transfer In - CIP	235,971	226,476	82,000	6,027,433	6,027,433	100,000	100,000	(5,927,433)	-98.3%
Transfer In - Surface Water Management	230,000	238,000	246,000	246,000	246,000	1,563,000	1,900,000	1,317,000	535.4%
Transfer In - Paths and Trails	155,000	155,000	157,000	157,000	157,000	-	-	(157,000)	-100.0%
Transfer In - Risk	-	40,000	30,000	3,715,026	3,715,026	30,000	30,000	(3,685,026)	-99.2%
Transfer In - Fleet/Equip	-	507,164	-	-	-	-	-	-	n/a
Transfer In - Grants	22,807	25,374	-	-	-	-	-	-	n/a
Proceeds from Sale of Fixed Assets	52,758	43,517	-	-	-	-	-	-	n/a
Refunding Long Term Debt	-	12,825,660	-	-	-	-	-	-	n/a
Total Other Financing Sources	\$ 16,887,511	\$ 32,529,924	\$ 17,895,463	\$ 44,335,437	\$ 45,338,037	\$ 16,641,642	\$ 19,110,613	\$(27,693,795)	-62.5%

EXPENDITURE LINE-ITEM SUMMARY – ALL FUNDS

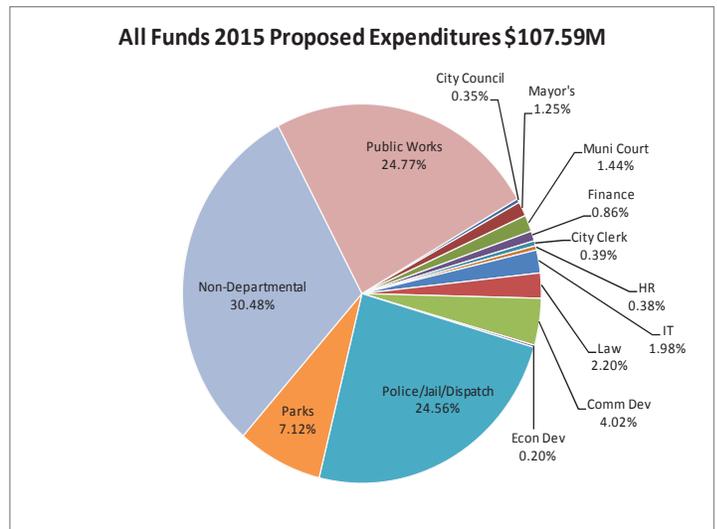
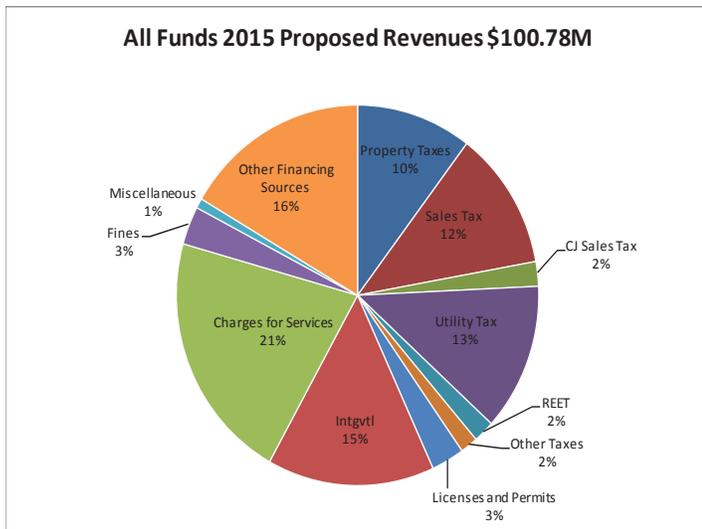
Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditures:</i>										
1XX	Salaries & Wages	\$ 23,961,704	\$ 23,748,123	\$ 23,956,924	\$ 25,468,341	\$ 25,286,341	\$ 27,532,148	\$ 28,128,164	\$ 2,063,807	8.2%
2XX	Benefits	8,448,888	9,004,776	9,686,698	10,576,155	10,166,496	10,118,280	10,559,791	(457,874)	-4.5%
3XX	Supplies	1,762,279	1,745,568	1,655,050	1,710,532	1,707,373	1,830,489	1,624,189	119,957	7.0%
4XX	Charges and Services	9,292,845	9,466,774	7,432,315	13,788,095	12,982,852	11,886,994	12,145,815	(1,901,100)	-14.6%
5XX	Intergovernmental	4,810,805	7,322,533	6,999,859	7,905,453	7,695,453	7,402,714	7,513,143	(502,739)	-6.5%
6XX	Capital Outlays	5,585,532	10,317,106	10,702,747	37,841,193	28,701,193	24,582,170	19,233,270	(13,259,023)	-46.2%
7XX	Debt Service-Princ	663,119	12,831,507	732,559	807,559	807,559	771,120	566,120	(36,439)	-4.5%
8XX	Debt Service-Interest	1,111,200	2,078,761	1,495,564	1,340,406	1,340,406	369,379	1,255,383	(971,027)	-72.4%
9XX	Internal Services	5,826,459	6,033,327	6,074,722	7,464,689	6,706,117	6,062,537	5,901,236	(1,402,152)	-20.9%
0XX	Other Financing Use	16,837,203	19,317,821	17,922,463	44,597,853	44,827,453	17,043,827	19,516,268	(27,554,026)	-61.5%
Total Expenditures:		\$ 78,300,034	\$ 101,866,296	\$ 86,658,900	\$ 151,500,275	\$ 140,221,242	\$ 107,599,659	\$ 106,443,379	\$ (43,900,616)	-31.3%

Salaries and Wages – The increase in salaries and wages is primarily due to adding 1.0 FTE Administrative Assistant in Mayor’s Office, 1.88 FTE to 2.50 FTE Deputy City Clerk in Clerks Office, contracted temporary help in Community Development, 1.0 FTE Accounting Technician I in Finance, 5.0 FTE Police Officers in Police, 9% labor contract settlement approved in 2014 for 2014 and 2015, 1.0 FTE Street Systems Manager in Streets, 1.0 FTE Development Services Manager (funded by Streets and SWM), 1.0 FTE SWM Maintenance Worker I and 1.0 FTE SWM Inspector/Technician (funded by SWM).

Charges and Services - The decrease in charges and services is primarily due to one-time items eliminated in departments.

Debt Service – The decrease in debt service is due to not having a SCORE debt service payment for 2015, only in 2016.

Other Financing Use – The decrease in Other Financing Use is primarily due to one-time transfer out for establishing Strategic Reserve Fund, Unemployment Fund, Performing Arts and Conference Center Fund, and Capital Reserve Fund.



2015 PROPOSED BUDGET - SUMMARY OF REVENUE AND EXPENDITURES - ALL FUNDS

FUND/DEPARTMENT	Beginning Fund Balance	2015 Revenues	2015 Expenditures	Ending Fund Balance
General Fund				
City General	\$ 12,065,000	\$ 24,621,799	\$ 7,652,304	\$ 29,034,495
Council		-	367,442	(367,442)
Mayor's Office		-	1,078,793	(1,078,793)
Municipal Court		1,776,287	1,304,387	471,900
Finance		-	908,534	(908,534)
Human Resources		-	864,837	(864,837)
Law		1,141,322	1,158,387	(17,065)
Community Development		3,910,339	2,956,726	953,613
Economic Development		-	208,289	(208,289)
Police/Jail/911		5,271,002	22,287,658	(17,016,657)
Parks and Recreation		4,807,837	3,468,027	1,339,810
Total General Fund	12,065,000	41,528,586	42,255,385	11,338,201
Special Revenue Funds:				
Street	650,000	3,915,336	4,065,336	500,000
Arterial Street	-	1,515,500	1,515,500	-
Utility Tax	2,518,148	9,814,966	10,296,533	2,036,581
Solid Waste and Recycling	183,883	474,717	470,101	188,499
Special Studies/Contract	-	-	-	-
Hotel/Motel Lodging Tax	245,300	200,300	200,300	245,300
Community Center	1,636,738	2,198,500	2,288,724	1,546,515
Traffic Safety	2,492,758	2,123,643	2,123,643	2,492,758
Real Estate Excise Tax	3,286,857	1,900,000	2,723,773	2,463,084
Utility Tax Proposition 1	1,002,600	2,868,824	2,841,965	1,029,459
Community Development Block Grant	40,715	1,237,072	1,237,072	40,715
Paths and Trails	14,439	164,000	-	178,439
Strategic Reserve	3,000,000	-	-	3,000,000
Total Special Revenue Funds	15,071,439	26,412,858	27,762,947	13,721,351
Debt Service	39,443	1,838,813	1,039,573	838,683
Total Debt Service Fund	39,443	1,838,813	1,039,573	838,683
Capital Project Funds				
Downtown Redevelopment	25,459	-	-	25,459
Capital Project - Municipal Facilities	255	-	-	255
Capital Project - Parks	993,081	300,000	1,000,000	293,081
Capital Project - Surface Water Mgt	611,326	3,123,000	3,123,400	610,926
Capital Project - Transportation	424,675	12,810,000	8,470,000	4,764,675
Capital Project Reserve	480,000	-	-	480,000
Performing Arts and Conference Center	8,340,000	-	8,340,000	-
Total Capital Project Funds	10,874,796	16,233,000	20,933,400	6,174,396
Enterprise Funds				
Surface Water Management	3,968,141	3,850,768	5,254,931	2,563,978
Dumas Bay Centre	302,859	751,251	1,012,071	42,040
Total Enterprise Funds	4,271,001	4,602,019	6,267,001	2,606,018
Internal Service Funds				
Risk Management	1,949,464	924,443	924,443	1,949,464
Information Systems	3,719,348	1,973,706	1,952,457	3,740,597
Mail and Duplication	216,054	128,482	145,001	199,535
Fleet and Equipment	6,456,498	2,187,598	3,081,275	5,562,821
Building and Furnishings	1,827,872	524,414	398,354	1,953,932
Health Insurance	1,960,179	4,205,220	2,614,999	3,550,400
Unemployment Insurance	1,685,026	224,825	224,825	1,685,026
Total Internal Service Funds	17,814,441	10,168,688	9,341,354	18,641,775
Grand Total	\$ 60,136,119	\$ 100,783,964	\$107,599,659	\$ 53,320,425

2016 PROPOSED BUDGET - SUMMARY OF REVENUE AND EXPENDITURES - ALL FUNDS

FUND/DEPARTMENT	Beginning Fund Balance	2016 Revenues	2016 Expenditures	Ending Fund Balance
General Fund				
City General	\$ 11,338,201	\$ 25,569,613	\$ 9,614,264	\$ 27,293,550
Council		-	371,587	\$ (371,587)
Mayor's Office		-	1,093,102	\$ (1,093,102)
Municipal Court		1,781,679	1,326,963	\$ 454,716
Finance		-	941,111	\$ (941,111)
Human Resources			966,697	\$ (966,697)
Law		1,146,869	1,179,363	\$ (32,494)
Community Development		3,916,599	3,035,568	\$ 881,031
Economic Development		-	208,478	\$ (208,478)
Police/Jail/911		5,485,018	22,823,527	\$ (17,338,509)
Parks and Recreation		4,810,060	3,480,680	\$ 1,329,380
Total General Fund	11,338,201	42,709,838	45,041,340	9,006,700
Special Revenue Funds:				
Street	500,000	3,990,944	3,990,944	500,000
Arterial Street	100,000	1,515,500	1,515,500	100,000
Utility Tax	2,036,581	9,814,966	10,351,547	1,500,000
Solid Waste and Recycling	188,499	476,717	489,980	175,236
Special Studies/Contract	(0)	-	-	(0)
Hotel/Motel Lodging Tax	245,300	200,300	200,300	245,300
Community Center	1,546,515	2,198,500	2,199,112	1,545,903
Traffic Safety	2,492,758	2,169,882	2,169,882	2,492,758
Real Estate Excise Tax	2,463,084	1,900,000	2,725,123	1,637,961
Utility Tax Proposition 1	1,029,459	2,868,824	2,898,284	1,000,000
Community Development Block Grant	40,715	1,237,103	1,237,103	40,715
Paths and Trails	178,439	169,000	-	347,439
Strategic Reserve	3,000,000	-	-	3,000,000
Total Special Revenue Funds	13,821,351	26,541,736	27,777,775	12,585,311
Debt Service	838,683	1,721,538	1,721,538	838,683
Total Debt Service Fund	838,683	1,721,538	1,721,538	838,683
Capital Project Funds				
Downtown Redevelopment	25,459	-	-	25,459
Capital Project - Municipal Facilities	255	-	-	255
Capital Project - Parks	293,081	300,000	300,000	293,081
Capital Project - Surface Water Mgt	610,926	2,110,000	2,110,400	610,526
Capital Project - Transportation	4,764,675	12,733,000	14,585,000	2,912,675
Capital Project Reserve	480,000	-	-	480,000
Performing Arts and Conference Center	-	-	-	-
Total Capital Project Funds	6,174,396	15,143,000	16,995,400	4,321,996
Enterprise Funds				
Surface Water Management	2,563,978	3,930,768	5,597,727	897,019
Dumas Bay Centre	42,040	751,251	719,827	73,464
Total Enterprise Funds	2,606,018	4,682,019	6,317,554	970,483
Internal Service Funds				
Risk Management	1,949,464	924,443	924,443	1,949,464
Information Systems	3,740,597	1,980,780	2,490,246	3,231,131
Mail and Duplication	199,535	128,482	111,369	216,648
Fleet and Equipment	5,562,821	2,017,798	1,824,075	5,756,545
Building and Furnishings	1,953,932	525,840	399,817	2,079,954
Health Insurance	3,550,400	4,205,220	2,614,999	5,140,621
Unemployment Insurance	1,685,026	224,825	224,825	1,685,026
Total Internal Service Funds	18,641,775	10,007,388	8,589,774	20,059,389
Grand Total	\$ 53,420,425	\$ 100,805,519	\$ 106,443,381	\$ 47,782,562

2015 PROPOSED BUDGET – SOURCES BY FUND AND CATEGORY

2015	Taxes	Licenses and Permits	Intergvtl	Charges for Services	Fines and Forfeits	Misc.	Total Operating Revenues	Other Financing Sources
General	\$ 24,589,620	\$ 2,847,000	\$ 1,600,427	\$ 3,559,346	\$ 1,163,400	\$ 493,300	\$ 34,253,093	\$ 7,275,493
Street	1,045,000	115,000	-	202,000	-	36,000	1,398,000	2,517,336
Arterial Street	-	-	500,000	-	-	2,500	502,500	1,013,000
Utility Tax	9,808,966	-	-	-	-	6,000	9,814,966	-
Solid Waste and Recycling	-	-	172,200	302,517	-	-	474,717	-
Hotel/Motel Lodging Tax	200,000	-	-	-	-	300	200,300	-
Community Center	-	-	-	1,518,500	-	275,000	1,793,500	405,000
Traffic Safety	-	-	2,123,643	-	-	-	2,123,643	-
Real Estate Excise Tax	1,900,000	-	-	-	-	-	1,900,000	-
Utility Tax Proposition 1	2,868,824	-	-	-	-	-	2,868,824	-
Community Development Block Grant	-	-	1,237,072	-	-	-	1,237,072	-
Paths and Trails	155,000	-	9,000	-	-	-	164,000	-
Debt Service	-	-	-	-	-	-	-	1,838,813
Capital Project - Parks	-	-	-	-	-	-	-	300,000
Capital Project - Surface Water Mgt	-	-	1,560,000	-	-	-	1,560,000	1,563,000
Capital Project - Transportation	-	-	9,897,000	1,300,000	-	-	11,197,000	1,613,000
Surface Water Management	-	-	-	3,847,768	-	3,000	3,850,768	-
Dumas Bay Centre	-	-	-	627,154	-	8,097	635,251	116,000
Risk Management	-	-	-	924,443	-	-	924,443	-
Information Systems	-	-	-	1,954,706	-	19,000	1,973,706	-
Mail and Duplication	-	-	-	128,482	-	-	128,482	-
Fleet and Equipment	-	-	-	2,182,598	-	5,000	2,187,598	-
Building and Furnishings	-	-	-	524,414	-	-	524,414	-
Health Insurance	-	-	-	4,205,220	-	-	4,205,220	-
Unemployment Insurance	-	-	-	224,825	-	-	224,825	-
Total	\$ 40,567,410	\$ 2,962,000	\$ 17,099,342	\$ 21,501,973	\$ 1,163,400	\$ 848,197	\$84,142,322	\$ 16,641,642

2016 PROPOSED BUDGET – SOURCES BY FUND AND CATEGORY

2016	Taxes	Licenses and Permits	Intergvtl	Charges for Services	Fines and Forfeits	Misc.	Total Operating Revenues	Other Financing Sources
General	\$ 25,450,498	\$ 2,847,000	\$ 1,747,162	\$ 3,559,346	\$ 1,163,400	\$ 493,300	\$ 35,260,706	\$ 7,449,132
Street	1,045,000	115,000	-	202,000	-	36,000	1,398,000	2,592,943
Arterial Street	-	-	500,000	-	-	2,500	502,500	1,013,000
Utility Tax	9,808,966	-	-	-	-	6,000	9,814,966	-
Solid Waste and Recycling	-	-	172,200	304,517	-	-	476,717	-
Hotel/Motel Lodging Tax	200,000	-	-	-	-	300	200,300	-
Community Center	-	-	-	1,518,500	-	275,000	1,793,500	405,000
Traffic Safety	-	-	2,169,882	-	-	-	2,169,882	-
Real Estate Excise Tax	1,900,000	-	-	-	-	-	1,900,000	-
Utility Tax Proposition 1	2,868,824	-	-	-	-	-	2,868,824	-
Community Development Block Grant	-	-	1,237,103	-	-	-	1,237,103	-
Paths and Trails	160,000	-	9,000	-	-	-	169,000	-
Debt Service	-	-	-	-	-	-	-	1,721,538
Capital Project - Parks	-	-	-	-	-	-	-	300,000
Capital Project - Surface Water Mgt	-	-	210,000	-	-	-	210,000	1,900,000
Capital Project - Transportation	-	-	9,120,000	-	-	-	9,120,000	3,613,000
Surface Water Management	-	-	-	3,927,768	-	3,000	3,930,768	-
Dumas Bay Centre	-	-	-	627,154	-	8,097	635,251	116,000
Risk Management	-	-	-	924,443	-	-	924,443	-
Information Systems	-	-	-	1,961,780	-	19,000	1,980,780	-
Mail and Duplication	-	-	-	128,482	-	-	128,482	-
Fleet and Equipment	-	-	-	2,012,798	-	5,000	2,017,798	-
Building and Furnishings	-	-	-	525,840	-	-	525,840	-
Health Insurance	-	-	-	4,205,220	-	-	4,205,220	-
Unemployment Insurance	-	-	-	224,825	-	-	224,825	-
Total	\$ 41,433,288	\$ 2,962,000	\$ 15,165,347	\$ 20,122,673	\$ 1,163,400	\$ 848,197	\$81,694,905	\$ 19,110,613

CITY OF FEDERAL WAY 2015/2016 PROPOSED BUDGET

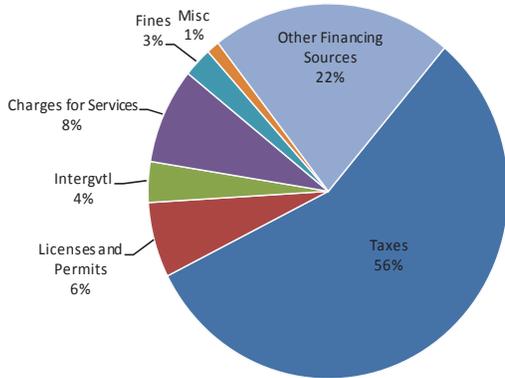
GENERAL AND STREET FUND CONSOLIDATED SUMMARY

Item	2012	2013	2014			2015	2016	15 Proposed - 14 Adj	
	Actual	Actual	Adopted	Adjusted	Projected	Proposed	Proposed	\$ Chg	% Chg
BEGINNING FUND BALANCE	\$ 12,743,853	\$ 15,034,799	\$ 6,376,447	\$ 16,240,294	\$ 16,240,294	\$ 12,715,000	\$ 11,838,202	\$ (3,525,295)	-21.7%
REVENUE SUMMARY:									
Property Tax	9,978,143	10,004,862	10,022,000	10,077,000	10,177,000	10,342,770	10,611,198	265,770	2.6%
Sales Tax	10,534,147	11,346,338	10,799,000	11,614,000	11,964,000	11,962,420	12,321,293	348,420	2.9%
Criminal Justice Sales Tax	1,864,991	1,992,667	1,719,000	1,913,000	2,063,000	2,123,430	2,357,007	210,430	10.2%
Other Taxes	1,156,315	1,228,211	1,190,999	1,181,000	1,181,000	1,206,000	1,206,000	25,000	2.1%
Licenses and Permits	2,501,367	2,638,016	2,156,000	2,531,000	3,331,000	2,962,000	2,962,000	431,000	12.9%
Intergovernmental	2,516,542	1,836,531	807,000	1,431,977	1,431,977	1,600,427	1,747,162	168,450	11.8%
Charges for Services	3,265,368	3,813,233	2,959,241	3,597,714	3,717,714	3,761,346	3,761,346	163,632	4.4%
Fines	1,112,430	1,167,076	1,115,000	1,115,000	1,115,000	1,163,400	1,163,400	48,400	4.3%
Miscellaneous	558,132	584,317	403,650	403,650	403,650	529,300	529,300	125,650	31.1%
Other Financing Sources	11,507,389	11,640,180	11,590,463	12,479,619	12,479,619	9,792,829	10,042,075	(2,686,790)	-21.5%
Total Revenues	\$ 44,994,825	\$ 46,251,429	\$ 42,762,353	\$ 46,343,960	\$ 47,863,960	\$ 45,443,922	\$ 46,700,781	\$ (900,038)	-1.9%
EXPENDITURE SUMMARY:									
City Council	\$ 360,461	\$ 372,242	\$ 388,134	\$ 389,913	\$ 389,913	\$ 367,442	\$ 371,587	\$ (22,471)	-5.8%
Mayor's Office	1,189,930	1,209,607	1,226,758	1,606,066	1,513,841	1,273,803	1,291,190	\$ (332,264)	-21.9%
Municipal Court	1,421,727	1,480,301	1,608,957	1,707,213	1,707,213	1,304,387	1,326,963	\$ (402,826)	-23.6%
Finance	833,419	854,041	907,201	999,938	999,938	908,534	941,111	\$ (91,404)	-9.1%
City Clerk	317,626	418,556	422,099	525,356	525,356	464,325	557,590	\$ (61,031)	-11.6%
Human Resources	348,721	395,857	452,383	541,185	541,185	400,512	409,106	\$ (140,673)	-26.0%
Law -Civil	684,041	706,452	761,746	879,214	814,214	572,538	585,649	\$ (306,676)	-37.7%
Law-Criminal	685,428	702,299	719,954	745,094	745,094	585,849	593,714	\$ (159,245)	-21.4%
Community Development	2,133,022	2,091,550	2,209,764	2,863,861	2,630,702	2,266,348	2,335,518	\$ (597,513)	-22.7%
Economic Development	155,165	111,651	130,442	364,864	260,085	208,289	208,478	\$ (156,575)	-60.2%
Human Services	758,311	788,678	759,014	778,640	778,640	690,378	700,051	\$ (88,262)	-11.3%
Jail Contract Costs	2,471,531	3,939,387	3,749,000	4,159,831	4,159,831	4,276,614	4,276,614	\$ 116,783	2.8%
911 Dispatch	1,637,541	1,644,106	1,787,000	1,787,000	1,787,000	1,787,000	1,787,000	\$ -	0.0%
Police	20,163,802	20,304,926	20,604,970	21,200,085	21,200,085	16,224,044	16,759,913	\$ (4,976,041)	-23.5%
Parks, Recr & Cultural Svcs	3,684,940	3,969,897	3,846,122	4,213,996	4,213,996	3,468,027	3,480,680	\$ (745,969)	-17.7%
Non-Departmental	1,959,000	2,239,675	2,740,585	6,350,896	4,625,665	7,652,304	9,614,264	\$ 1,301,408	28.1%
Public Works	3,899,212	3,816,709	4,224,501	4,954,270	4,496,495	3,870,327	3,792,855	\$ (1,083,944)	-24.1%
Total Expenditures	\$ 42,703,879	\$ 45,045,935	\$ 46,538,631	\$ 54,067,423	\$ 51,389,254	\$ 46,320,721	\$ 49,032,283	\$ (7,746,702)	-15.1%
Changes in Fund Balance	\$ 2,290,946	\$ 1,205,494	\$ (3,776,278)	\$ (7,723,463)	\$ (3,525,294)	\$ (876,799)	\$ (2,331,502)	\$ 6,846,664	-194.2%
ENDING FUND BALANCE:	\$ 15,034,799	\$ 16,240,293	\$ 2,600,169	\$ 8,516,832	\$ 12,715,001	\$ 11,838,201	\$ 9,506,699	\$ 3,321,369	26.1%

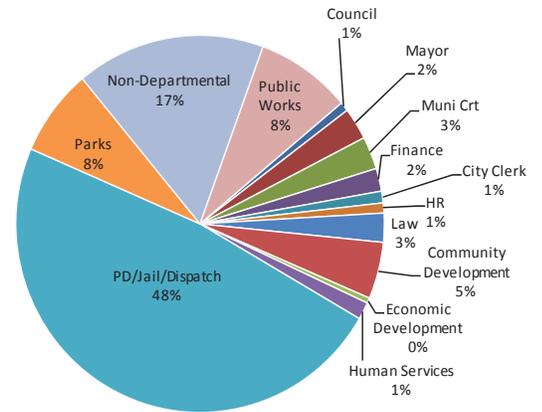
EXPENDITURE LINE-ITEM SUMMARY – GENERAL FUND

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditures:</i>										
1XX	Salaries & Wages	\$ 20,208,013	\$ 20,186,841	\$ 20,411,814	\$ 21,636,035	\$ 21,454,035	\$ 20,380,387	\$ 20,857,828	\$ (1,255,648)	-5.9%
2XX	Benefits	6,475,515	6,750,556	7,601,628	7,966,616	7,556,957	6,877,091	7,212,322	(1,089,525)	-14.4%
3XX	Supplies	726,538	701,359	637,082	692,564	689,405	668,881	660,381	(23,683)	-3.4%
4XX	Charges and Services	3,603,902	3,882,581	3,949,875	4,954,751	4,366,972	3,499,806	3,484,806	(1,454,944)	-33.3%
5XX	Intergovernmental	4,398,738	6,500,508	6,547,416	7,389,115	7,179,115	7,063,252	7,173,681	(325,863)	-4.5%
6XX	Capital Outlays	200,456	48,756	-	44,231	44,231	150,000	-	105,769	239.1%
8XX	Debt Service-Interest	524,980	-	-	-	-	-	-	-	n/a
9XX	Internal Services	4,782,073	5,054,412	5,052,541	6,402,508	5,643,936	5,220,781	5,103,666	(1,181,727)	-20.9%
0XX	Other Financing Use	1,783,664	1,920,921	2,338,276	4,981,601	4,454,601	2,460,521	4,539,598	(2,521,080)	-56.6%
Total Expenditures:		\$ 42,703,879	\$ 45,045,935	\$ 46,538,631	\$ 54,067,420	\$ 51,389,251	\$ 46,320,719	\$ 49,032,282	\$ (7,746,701)	-15.1%

General and Street Fund 2015 Proposed Revenues \$45.44M



General and Street Fund 2015 Proposed Expenditures \$46.32M



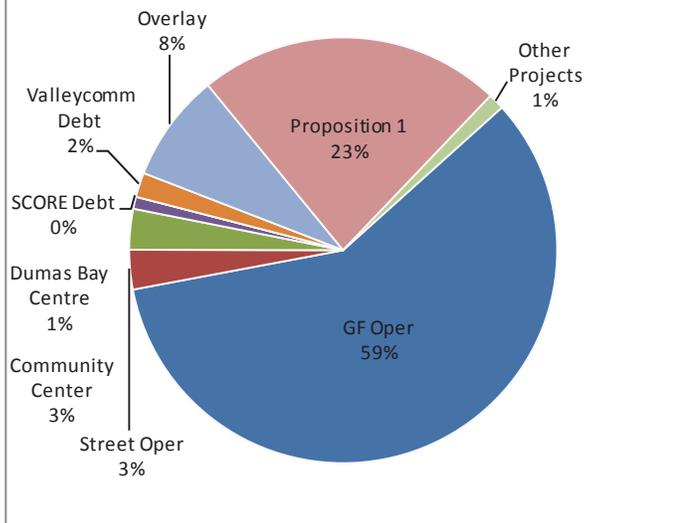
CITY OF FEDERAL WAY 2015/2016 PROPOSED BUDGET

CITY-WIDE POSITION INVENTORY

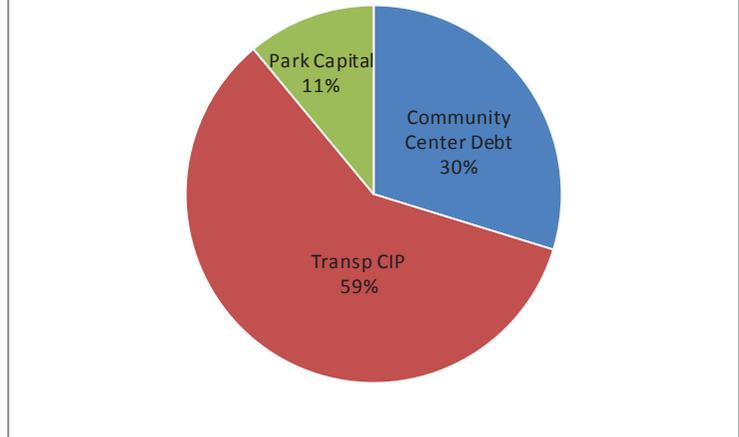
Department / Division	2012 Actual	2013 Actual	2014 Adopted	2014 Adjusted	2014 Projected	2015 Proposed	2016 Proposed
Subtotal City Council	4.15	4.15	4.15	4.15	4.15	4.20	4.20
<u>Mayor's Office</u>							
Administration	3.00	3.00	3.00	5.00	5.00	6.00	6.00
Economic Development	0.50	0.50	0.50	1.00	1.00	1.00	1.00
Subtotal Mayor's Office	3.50	3.50	3.50	6.00	6.00	7.00	7.00
Subtotal Municipal Court	13.00	13.00	13.00	13.00	13.00	13.00	13.00
<u>Human Resources</u>							
City Clerk	1.75	1.75	1.75	1.88	1.88	2.50	2.50
Human Resources	2.75	2.75	2.75	3.25	3.25	3.25	3.25
Subtotal Human Resources	4.50	4.50	4.50	5.13	5.13	5.75	5.75
Subtotal Finance	7.00	7.00	7.00	7.00	7.00	8.00	8.00
Subtotal Information Systems	7.00	6.00	6.00	6.00	6.00	7.00	7.00
<u>Law</u>							
Civil Legal Services	4.80	4.80	4.80	4.80	4.80	4.80	4.80
Criminal Prosecution Services	6.20	7.20	7.20	7.20	7.20	7.20	7.20
Subtotal Law	11.00	12.00	12.00	12.00	12.00	12.00	12.00
<u>Community and Economic Development</u>							
Administration	3.50	3.50	3.50	3.90	3.90	3.90	3.90
Planning	6.00	6.00	6.00	7.00	7.00	7.00	7.00
Building	9.00	10.00	10.00	12.00	12.00	12.00	12.00
Human Services	2.65	2.35	2.35	3.35	3.35	3.80	3.80
Subtotal Community Development	21.15	21.85	21.85	26.25	26.25	26.70	26.70
<u>Police</u>							
Administration	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Support Services	52.00	55.00	55.00	56.00	56.00	57.00	57.00
Field Operations	77.00	87.00	87.00	87.00	87.00	100.00	100.00
Subtotal Police	132.00	145.00	145.00	146.00	146.00	160.00	160.00
<u>Park, Recreation & Cultural Services</u>							
Administration	1.35	1.35	1.35	1.80	1.80	1.80	1.80
General Recreation	5.50	5.50	5.50	5.50	5.50	5.50	5.50
Community Center	13.35	13.35	13.35	13.35	13.35	11.00	11.00
Dumas Bay Centre	2.75	2.75	2.75	2.75	2.75	2.75	2.75
Park Maintenance	13.50	12.50	12.50	12.50	12.50	13.50	13.50
Subtotal Park, Recreation & Cultural Services	36.45	35.45	35.45	35.90	35.90	34.55	34.55
<u>Public Works</u>							
Administration	2.20	2.25	2.25	2.25	2.25	2.75	2.75
Development Services	4.20	3.70	3.70	3.70	3.70	2.20	2.20
Traffic Services	2.35	3.85	3.85	3.85	3.85	4.35	4.35
Street Services	10.60	10.60	10.60	10.60	10.60	11.60	11.60
Emergency Management (move to MO 2014)	1.00	1.00	1.00	-	-	-	-
Solid Waste/Recycling	1.70	1.70	1.70	1.70	1.70	2.20	2.20
Surface Water Management	16.40	16.35	16.35	16.35	16.35	20.40	20.40
Fleet & Equipment	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Subtotal Public Works	38.95	39.95	39.95	38.95	38.95	44.00	44.00
Total Ongoing City Staffing	278.70	292.40	292.40	300.38	300.38	322.20	322.20
One-Time	24.00	10.50	10.50	11.50	11.50	-	-
Frozen	16.00	1.00	1.00	-	-	-	-
Total Authorized City Staffing	318.70	303.90	303.90	311.88	311.88	322.20	322.20

UTILITY TAX AND REAL ESTATE EXCISE TAX ALLOCATION

2015 Utility Tax Allocation



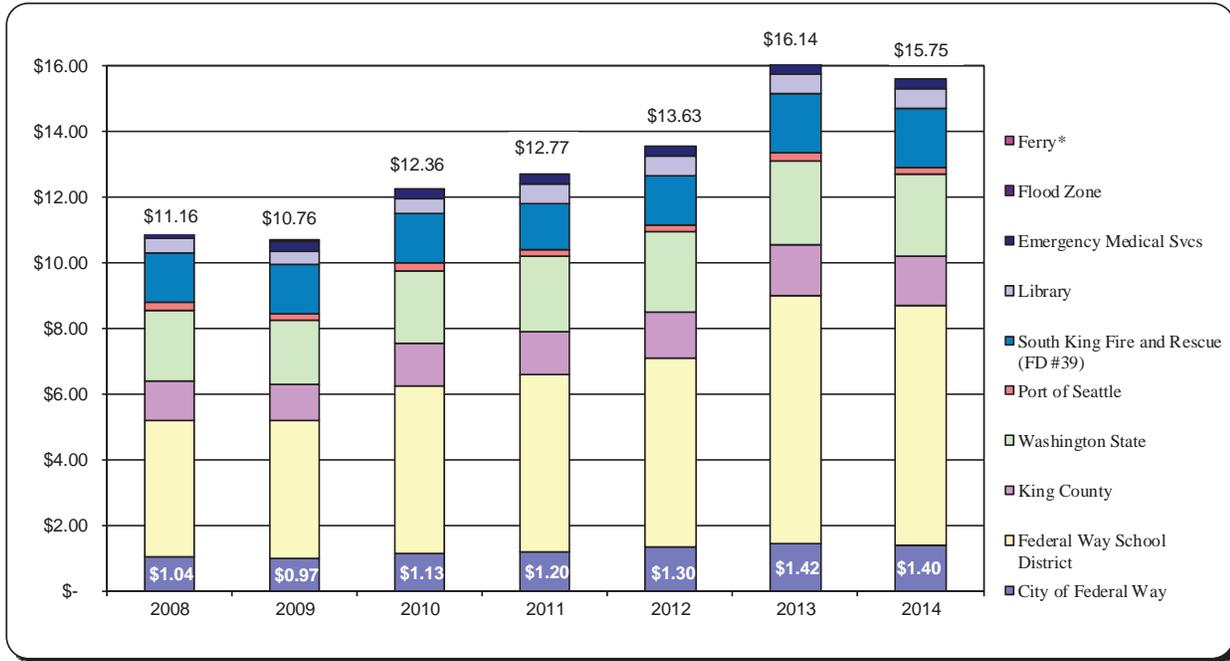
2015 Real Estate Excise Tax Allocation



Utility Tax Allocation	2015	2016
Projected Revenue	\$ 12,683,790	\$ 12,683,790
<u>Uses</u>		
General Fund:		
GF Baseline Operations	7,245,493	7,419,132
Street Fund:		
Street Fund Operations	368,000	368,000
Community Center:		
Community Center M&O	380,000	380,000
Dumas Bay Centre		
Dumas Bay Centre M&O	112,000	112,000
Capital and Debt Services:		
SCORE Debt	-	909,415
Valleycomm Debt	228,800	-
Overlay	1,013,000	1,013,000
Proposition 1	2,841,965	2,898,284
Other Specified Projects / Debt Service	949,240	150,000
Total Uses	\$ 13,138,498	\$ 13,249,831
Projected Change in Fund Balance	\$ (454,708)	\$ (566,041)

REET Allocation	2015	2016
Projected Revenue	\$ 1,900,000	\$ 1,900,000
<u>Uses</u>		
Community Center Debt	810,773	812,123
Transportation CIP	1,613,000	1,613,000
Park Capital	300,000	300,000
Total Uses	\$ 2,723,773	\$ 2,725,123
Projected Change in Fund Balance	\$ (823,773)	\$ (825,123)

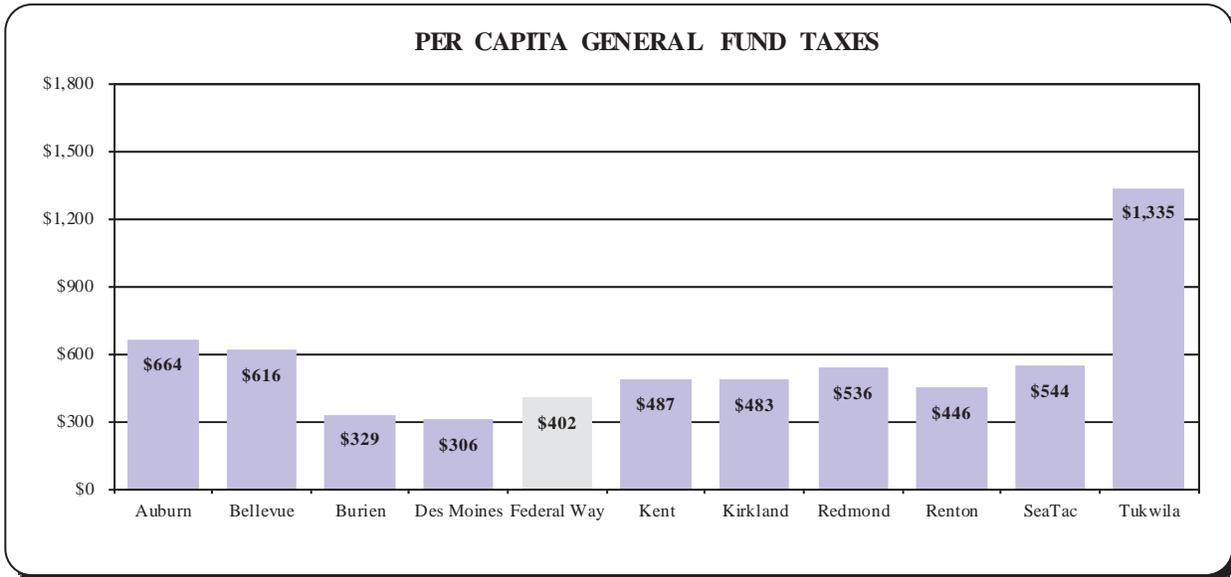
PROPERTY TAX LEVY AND DEMOGRAPHIC INFORMATION



Property Tax Levy	2008	2009	2010	2011	2012	2013	2014	Change from 2013	
								\$	%
<i>City of Federal Way</i>	\$ 1.04	\$ 0.97	\$ 1.13	\$ 1.20	\$ 1.30	\$ 1.42	\$ 1.40	\$ (0.03)	-1.8%
Federal Way School District	4.15	4.20	5.11	5.36	5.77	7.55	7.28	(0.27)	-3.6%
King County	1.21	1.10	1.29	1.34	1.42	1.54	1.52	(0.02)	-1.6%
Washington State	2.13	1.96	2.22	2.28	2.42	2.57	2.47	(0.10)	-3.8%
Port of Seattle	0.22	0.20	0.22	0.22	0.23	0.23	0.22	(0.02)	-7.7%
South King Fire and Rescue (FD #39)	1.50	1.50	1.50	1.39	1.50	1.82	1.81	(0.01)	-0.5%
Library	0.45	0.42	0.49	0.57	0.57	0.57	0.56	(0.01)	-1.0%
Emergency Medical Svcs	0.30	0.27	0.30	0.30	0.30	0.30	0.34	0.04	11.7%
Flood Zone	0.10	0.09	0.11	0.11	0.12	0.13	0.15	0.02	16.3%
Ferry*	0.06	0.05	0.00	0.00	0.00	0.00	0.00	(0.00)	-7.7%
Total Levy Rate	\$ 11.16	\$ 10.76	\$ 12.36	\$ 12.77	\$ 13.63	\$ 16.14	\$ 15.75	(0.39)	-2.4%
Federal Way % to Total Levy	9.30%	9.04%	9.15%	9.38%	9.55%	8.81%	8.87%	0.06%	0.7%

Demographic Information	2008	2009	2010	2011	2012	2013	Change from 2012	
							\$	%
Assessed Valuation (in 000's)	\$ 9,825,189	\$ 8,563,965	\$ 8,260,355	\$ 7,659,570	\$ 7,142,832	\$ 7,386,016	n/a	n/a
Average Homeowner Assessed Value*	298,900	328,300	271,900	264,400	213,000	187,000	(26,000)	-12.2%
City Tax on an Average Home	310	319	307	317	277	266	(11)	-4.0%
Commercial Bldg Permit Value (\$000)	45,810	45,343	31,043	12,724	27,989	22,891	(5,098)	-18.2%
Residential Bldg Permit Value (\$000)	17,554	13,057	19,676	19,455	29,115	33,260	4,145	14.2%
Retail Sales (\$000)	1,418,316	1,252,340	1,260,915	1,277,457	1,240,333	1,344,513	104,180	8.4%
Real Estate Sales (\$000)	523,131	271,176	238,104	314,439	303,819	398,870	95,051	31.3%
Land Area, Sq. Miles	23	23	23	23	23	23	-	0.0%
Population	88,040	88,578	88,760	89,370	89,460	89,718	258	0.3%
Employment	44,324	43,469	44,024	44,460	45,723	46,805	1,082	2.4%
Business License	4,603	4,776	4,659	4,717	2,700	3,277	577	21.4%
School Enrollment	21,364	21,700	21,630	21,608	20,665	21,554	889	4.3%
CPI-W/Seattle, Midyear	0.049	0.005	0.008	0.003	0.029	0.014	n/a	-51.7%
IPD/Implicit Price Deflator	4.5%	-0.8%	1.5%	2.8%	2.8%	2.8%	0.0%	0.0%

**2013 TAXES, FEES AND PER CAPITA REVENUE COMPARISON
(For Selected Cities)**

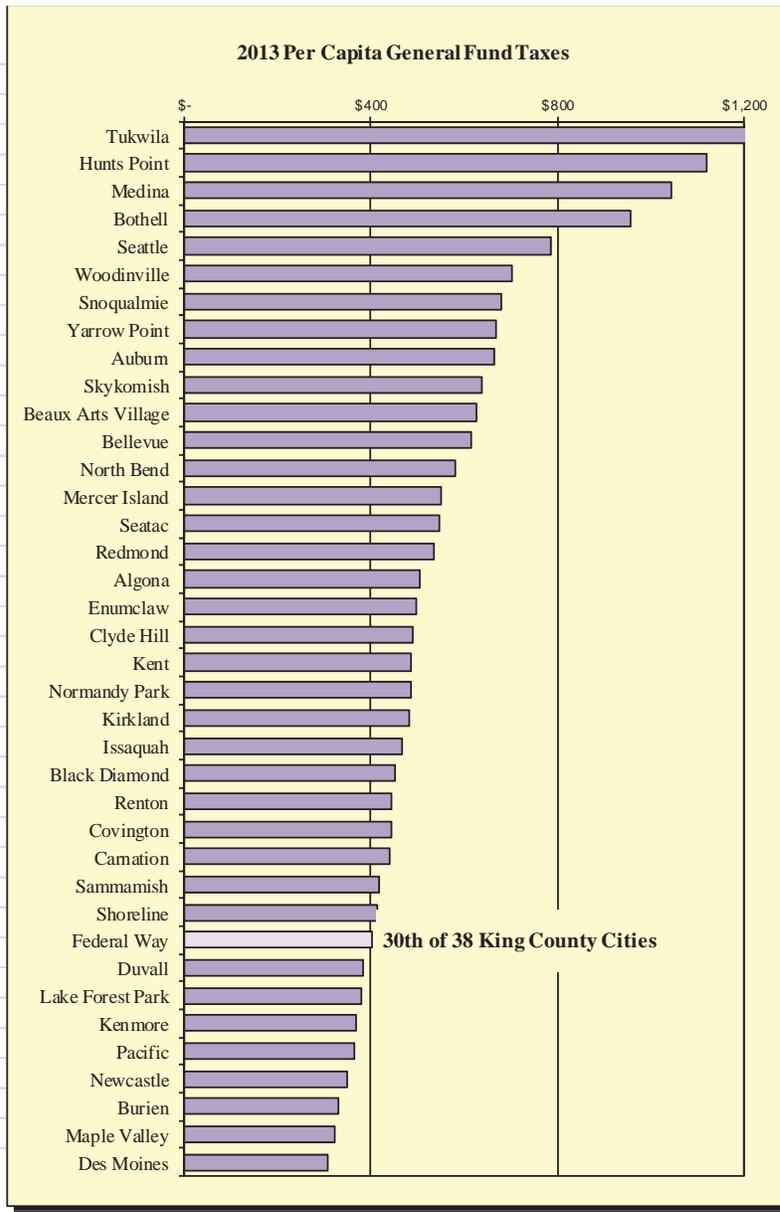


Jurisdiction	Business License	2013 Population	Admissions Tax	2013 Property Tax Regular Levy	2013 Per Capita Property Tax	Per Capita 2013 General Fund Tax
Auburn	\$50	64,320	2.0%	\$2.10	\$217	\$664
Bellevue	\$30	132,100	3.0%	1.05	101	616
Burien	\$35	48,030	5.0%	1.60	131	329
Des Moines	\$25-150	29,730	--	1.60	120	306
Federal Way	\$75 new/\$50 renew	\$ 89,720	--	1.42	113	402
Kent	\$100 new/\$54 renew	120,500	5.0%	1.69	141	487
Kirkland	\$50-\$100	81,730	5.0%	1.80	74	483
Redmond	\$90/employee	55,840	5.0%	1.73	0	536
Renton	\$55/employee	95,540	5.0%	3.10	44	446
SeaTac	\$35	27,310	--	3.10	146	544
Tukwila	\$100-\$300	19,160	5.0%	2.99	193	1,335
Average Tax Rates	\$38	69,453	4.38%	\$2.02	\$116	\$559

1. Data from the State Auditor's Office - Local Government Financial Reporting System for Selected Cities.
2. Taxes include Property Tax, Sales Tax, Criminal Justice Sales Tax, Utility Tax reported in the General Fund, and excludes Fire/Library.

PER CAPITA GENERAL FUND TAX REVENUES FOR KING COUNTY CITIES

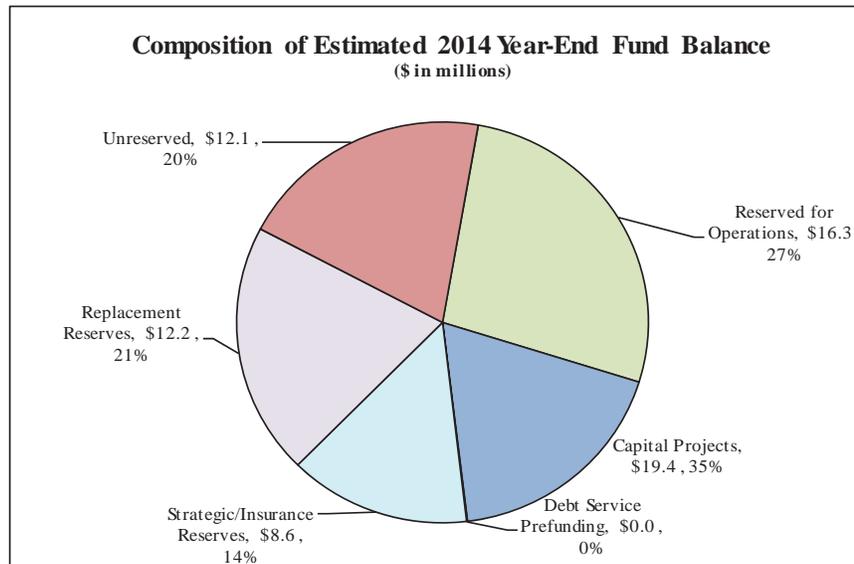
City	Population	Per Capita	Rank
Tukwila	19,160	\$ 1,335	1
Hunts Point	395	1,117	2
Medina	3,000	1,043	3
Bothell	17,440	956	4
Seattle	626,600	784	5
Woodinville	10,990	702	6
Snoqualmie	11,700	679	7
Yarrow Point	1,015	666	8
Auburn	64,320	664	9
Skykomish	195	638	10
Beaux Arts Village	290	627	11
Bellevue	132,100	616	12
North Bend	6,020	579	13
Mercer Island	22,720	552	14
Seatac	27,310	544	15
Redmond	55,840	536	16
Algona	3,075	505	17
Enumclaw	11,100	497	18
Clyde Hill	2,980	488	19
Kent	120,500	487	20
Normandy Park	6,350	485	21
Kirkland	81,730	483	22
Issaquah	32,130	468	23
Black Diamond	4,170	450	24
Renton	95,540	446	25
Covington	18,100	445	26
Carnation	1,785	439	27
Sammamish	48,060	418	28
Shoreline	53,670	414	29
Federal Way	89,720	402	30
Duvall	7,120	382	31
Lake Forest Park	12,680	379	32
Kenmore	21,170	368	33
Pacific	6,675	362	34
Newcastle	10,640	349	35
Burien	48,030	329	36
Maple Valley	23,910	324	37
Des Moines	29,730	306	38
Average:	45,473	\$ 559	38



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

Taxes include Property Tax, Sales Tax, Criminal Justice Sales Tax, Utility Tax reported in the General Fund, and excludes Fire/Library.

ENDING FUND BALANCE



Fund Balance	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
			Adopted	Adjusted	Projected			\$ Chg	% Chg
Unreserved Gen Govt Base	14,934,799	16,140,294	2,500,169	8,416,831	12,065,000	11,338,201	9,006,700	2,921,370	24.2%
General Fund Unreserved	\$ 14,934,799	\$ 16,140,294	\$ 2,500,169	\$ 8,416,831	\$ 12,065,000	\$ 11,338,201	\$ 9,006,700	\$ 2,921,370	24.2%
Designated/Reserved Fund Balance:									
Reserved for Operations									
Utility Tax	4,653,686	3,667,541	2,708,300	3,520,748	2,518,148	2,036,581	1,500,000	(1,484,167)	-58.9%
Community Center	1,197,498	1,597,512	1,309,987	1,586,738	1,636,738	1,546,515	1,545,903	(40,224)	-2.5%
Solid Waste	172,002	211,761	111,046	183,884	183,883	188,499	175,236	4,615	2.5%
Snow & Ice Removal	100,000	100,000	100,000	100,000	650,000	500,000	500,000	400,001	61.5%
Paths & Trails	166,668	162,439	20,808	14,439	14,439	178,439	347,439	164,000	1135.8%
Hotel / Motel Tax	102,416	227,034	-	195,300	245,300	245,300	245,300	50,000	20.4%
Real Exstate Excise Tax	-	-	-	3,286,857	3,286,857	2,463,084	1,637,961	(823,773)	-25.1%
Utility Tax Proposition 1	-	-	-	-	1,002,600	1,029,459	1,000,000	1,029,459	102.7%
Traffic Safety	1,975,866	2,804,483	1,055,284	2,492,758	2,492,758	2,492,758	2,492,758	-	0.0%
CDBG Grant	40,715	40,715	-	40,715	40,715	40,715	40,715	-	0.0%
DBC/KFTheatre	138,698	212,979	117,388	155,931	229,395	42,040	73,464	(113,892)	-49.6%
Surface Water Management	3,240,039	3,941,068	2,758,131	3,628,141	3,968,141	2,563,978	897,019	(1,064,163)	-26.8%
Capital Projects¹									
Overlay	79,529	159,530	159,530	(0)	100,000	100,000	100,000	100,000	100.0%
Utility Tax	-	-	-	-	-	-	-	-	n/a
Capital Projects	23,276,269	21,676,057	10,422,797	1,834,796	10,874,796	6,174,396	4,321,996	-	0.0%
Special Projects	502,375	357,019	-	(0)	(0)	(0)	(0)	-	0.0%
Replacement Reserves									
Data Processing Equipment	3,617,260	3,792,955	3,376,530	3,719,348	3,719,348	3,740,597	3,231,131	21,249	0.6%
Copier Equipment	285,863	214,523	181,746	216,054	216,054	199,535	216,648	(16,519)	-7.6%
Fleet & Equipment	5,746,831	6,010,333	6,614,105	6,456,498	6,456,498	5,562,821	5,756,545	(893,677)	-13.8%
Building & Furnishings	1,577,132	1,710,731	1,797,408	1,827,872	1,827,872	1,953,932	2,079,954	126,060	6.9%
Debt Service Prefunding									
Debt Service	4,182,345	5,248,335	3,615,236	39,443	39,443	838,683	838,683	799,240	2026.3%
Strategic/Insurance Reserves									
Self Insurance Reserve	5,557,874	5,644,490	4,891,782	5,594,669	5,594,669	7,184,890	8,775,111	1,590,221	28.4%
Strategic Reserve	-	-	-	3,000,000	3,000,000	3,000,000	3,000,000	-	0.0%
Total Reserved Fund Balance	\$ 56,613,066	\$ 57,779,507	\$ 39,240,079	\$ 37,894,192	\$ 48,097,655	\$ 42,082,223	\$ 38,775,862	\$ 4,188,031	8.7%
Total Ending Fund Balance	\$ 71,547,865	\$ 73,919,801	\$ 41,740,248	\$ 46,311,023	\$ 60,162,655	\$ 53,420,425	\$ 47,782,562	\$ 7,109,402	11.8%

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 \$85M and an additional \$73M 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 \$525 million. Table 1 shows the availability debt capacity for the City of Federal Way at December 31st 2013.

Table 1: COMPUTATION OF LIMITATION OF INDEBTEDNESS					
December 31, 2013					
DESCRIPTION	<u>General Purposes</u>		<u>Excess Levy</u>	<u>Excess Levy</u>	<u>Total</u>
	<u>Councilmanic</u>	<u>Excess Levy</u>	<u>Open Space</u>	<u>Utility</u>	<u>Debt</u>
	<u>(Limited GO)</u>	<u>(Unlimited GO)</u>	<u>and Park</u>	<u>Purposes</u>	<u>Capacity</u>
AV= \$ 7,333,627,904 (A)					
1.50%	\$ 110,004,419	\$ (110,004,419)			
2.50%		183,340,698	183,340,698	183,340,698	\$550,022,093
Add:					
Cash on hand for debt redemption (B)	1,952,309	-	-	-	1,952,309
Less:					
Bonds outstanding	(27,016,400)	-	-	-	(27,016,400)
REMAINING DEBT CAPACITY	\$ 84,940,327	\$ 73,336,279	\$ 183,340,698	\$ 183,340,698	\$524,958,001
GENERAL CAPACITY (C)	\$	158,276,606			

(A) Final 2014 Assessed Valuation
 (B) Debt Service Prefunding
 (C) Combined total for Councilmanic, and Excess Levy capacities.

Table 2 summarizes the City’s general obligation debts outstanding at December 31st 2013. Real Estate Excise Tax and Utility Tax are the two primary sources to meet the City’s general obligation debt services. The 2013 Community Center refunding bond is financed by utility tax revenue. The 2000 Valley Communications are repaid with REET.

The South Correctional Entity (SCORE) consolidated correctional facility was established February 25, 2009, when an Interlocal Agreement (the “Original Interlocal Agreement”) was entered into by seven participating municipal governments, the “Member Cities” of Auburn, Burien, Des Moines, Federal Way, Renton, SeaTac and Tukwila, under the authority of the “Interlocal Cooperation Act” (RCW 39.34).

Financing for the acquisition, construction, equipping, and improvement of the SCORE Facility will be provided by bonds issued by the South Correctional Entity Facility Public Development Authority (the “SCORE PDA”), a public development authority chartered by the City of Renton pursuant to RCW 35.21.730 through 35.21.755 and secured by the full faith and credit of the Cities of Auburn, Burien, Federal Way, Renton, SeaTac, and Tukwila (the “Owner Cities”). The SCORE PDA issued \$86 million in special obligation bonds in 2009 to carry out the facility development project.

The proposed budget does not anticipate issuing any new debt in 2015 or 2016.

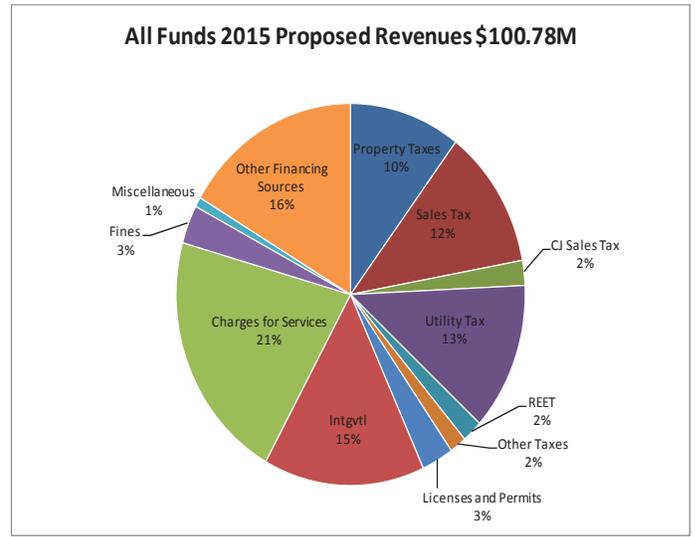
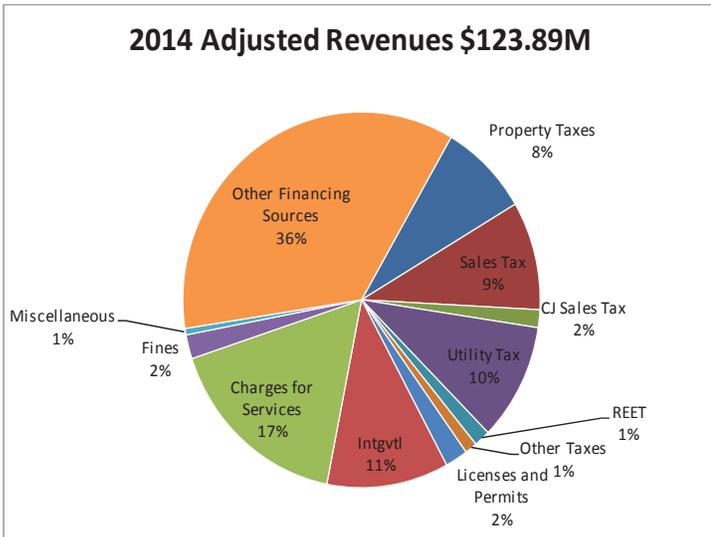
Table 2: SUMMARY OF OUTSTANDING BONDS										
Description	Purpose	Date of Issue	Final Maturity	Interest Rates (%)	Net Interest Cost (NIC)	Amount Issued	Bond Rating @ issuance	12/31/13 Balance	Principal Payment	
									2014	2015
G.O. Bonds	Valley Communications (911 dispatch) Center Building and Equipment	03/05/10	12/1/2015	3.0 - 4.0	3.5000%	\$ 1,065,000	A1	\$ 432,000	\$212,000	\$ 220,000
G.O. Bonds Refund	Community Center 2013	12/01/13	12/1/2039	2.67	2.6700%	12,415,000	Aa3	12,250,000	445,000	455,000
G.O. Bonds	SCORE	11/04/09	1/1/2039	3.00-6.62	6.3320%	14,659,950	A1/AA	14,334,400	331,500	338,300
TOTAL GENERAL OBLIGATION DEBT						\$ 28,139,950		\$ 27,016,400	\$ 988,500	\$ 1,013,300

Public Works Trust Fund Loan: The City 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		Public Works Trust Fun		Total	
	Principal	Interest	Principal	Interest	Principal	Interest
2014	988,500	963,809	182,359	6,630	1,170,859	970,438
2015	1,013,300	936,160	96,120	4,806	1,109,420	940,966
2016	821,050	900,488	96,120	3,845	917,170	904,333
2017	849,650	871,727	96,120	2,884	945,770	874,610
2018	880,800	842,784	96,120	1,922	976,920	844,707
2019	907,700	815,215	96,120	961	1,003,820	816,176
2020	935,450	786,795	-	-	935,450	786,795
2021	969,050	753,830	-	-	969,050	753,830
2022	1,015,300	713,328	-	-	1,015,300	713,328
2023	1,056,450	673,852	-	-	1,056,450	673,852
2024	1,092,600	642,404	-	-	1,092,600	642,404
2025	1,125,450	608,703	-	-	1,125,450	608,703
2026	1,160,850	571,949	-	-	1,160,850	571,949
2027	1,207,100	533,952	-	-	1,207,100	533,952
2028	1,249,200	491,050	-	-	1,249,200	491,050
2029	1,292,150	446,609	-	-	1,292,150	446,609
2030	1,345,950	400,202	-	-	1,345,950	400,202
2031	1,397,300	351,443	-	-	1,397,300	351,443
2032	1,448,650	300,030	-	-	1,448,650	300,030
2033	1,506,700	245,877	-	-	1,506,700	245,877
2034	711,450	189,109	-	-	711,450	189,109
2035	742,050	157,856	-	-	742,050	157,856
2036	773,500	125,269	-	-	773,500	125,269
2037	806,650	91,292	-	-	806,650	91,292
2038	841,500	55,854	-	-	841,500	55,854
2039	878,050	18,880	-	-	878,050	18,880
Total	\$ 27,016,400	\$ 13,488,464	\$ 662,957	\$ 21,048	\$ 27,679,357	\$ 13,509,512

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LONG RANGE FINANCIAL PLAN



The City’s fiscal policy requires the City to prepare long range projections (LRP) 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. The City utilizes a five-year trend to project for future sources/uses; however the City also takes into consideration the current economic climate to adjust these trends accordingly.

The following sections will provide an overview of the government-operating environment, highlights of significant changes in the 2015/16 budget conditions, and the assumptions used in developing this budget and future projections.

OVERVIEW OF GENERAL ECONOMY

The current outlook of the national economy has continued to grow but slower in 2013 versus 2012 as measured by real GDP. With unemployment rates remaining high at 7.4% in 2013; a decrease from 8.1% in 2012; many Americans’ have remained jobless. At the national level, personal consumption expenditure, exports, manufacturing, and housing starts were an upturn for the 2013 economy. The state’s jobless rate tracked closely with the national averaging during the same period.

During 2013 Ben Bernanke and Federal Reserved held a steady pace of quantitative easing until the end of 2013 when they announced tapering of the asset buyback program from \$85 billion per month to \$75 billion per month. Tapering effectively reduces the amount of currency pushed out to the market for banks to lend.

During 2013, U.S. domestic crude oil production reached its highest level in 24 years. U.S. oil and gas production has contributed to relatively stable global crude prices during 2013. The west coast experienced narrow gasoline price ranges during 2013 than in previous years, with a high-low spread of 74 cents in Seattle.

Other factors in 2013 that affected the United States economy negatively are the “debt limit crisis” and “government shut down”. According to most experts, the potential negative consequence of a debit-limit debacle

are much greater and far reaching than that of a shutdown – particularly given that risk of a government default that would jeopardize the full faith and credit of the United States.

Like the rest of the nation, the Washington state economy is still dealing with a severely damaged economy. However, during 2013, Washington State leads the nation on a real per capital income basis, 1.9% versus 1.5% respectively.

The Puget Sound region, however, is doing better than the rest of the country, employment growing 2.9% over the year compared to 1.45% for the nation. The employment growth is reflective of population growth in the Puget Sound region versus the nation.

Despite the lift from Boeing during past years, the regional economy is poised for a sustained growth rate into 2014. Foreclosures in Washington State experienced a 13% increase from 2012 to 2013 while the U.S. experienced a decrease of 26% from 2012 to 2013.

Staff will closely monitor and assess economic impacts experienced at the federal, state and local level to anticipate any negative impact on critical City resources.

Out of the City's \$46M General Fund operating budget, taxes accounts for 56% of the revenues. Net overall tax revenues have increased up over the last several years. Gambling tax and utilities tax revenues have declined contributing to the net overall tax revenue increase starting in 2014.

Considering all these factors, we continued to approach 2015/16 revenue projection with optimism. The City is proceeding with caution, so that it is not overly susceptible to any local economy slump, but the City has also seen an increase in revenue sources sales tax, real estate excise tax, and permit fees; which presumes an upturn in the local economy. Assumptions and factors impacting major city revenues are discussed below. Staff will closely monitor and assess economic impacts experienced around our state and within our local economy to anticipate any negative impact on critical city revenues.

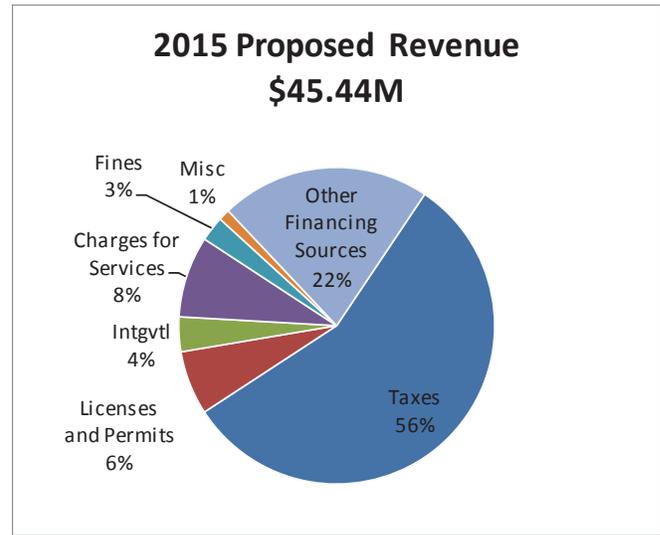
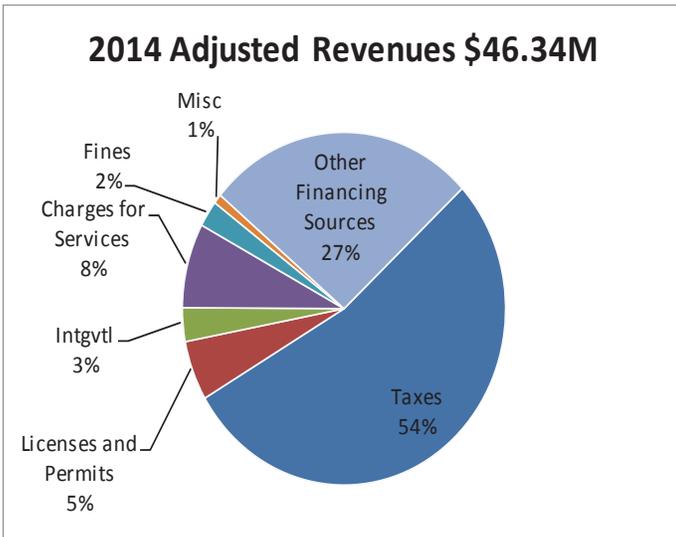
OVERALL OPERATING REVENUES/EXPENDITURES

Operating revenues and expenditures projection is an integral part of planning the City's future financial strategy. Revenues are projected conservatively using a five year trend and adjusted accordingly for current economic condition, recent activity and anticipated activity. The City's three major tax revenues are projected to increase minimally: property tax is projected to grow by 1% per year as authorized by state statute; sales tax is activity is projected to increase by 3.0% in each year of 2015 and 2016; utility tax is projected to increase by 1.0% in 2015 and 2016. Expenditures projections are based on prior year spending with adjustments for projected items such as increase/decrease in contract costs and salary/benefits.

Overall City operating revenues, including other financing sources and intergovernmental grants, are projected at \$100.78M for 2015 and \$100.81M for 2016.

Operating expenditures, including normal debt services total \$107.6M and \$106.4M for 2015 and 2016, respectively. This is a \$43.9M or 31.3% decrease from 2014 projected estimate. The net decrease is mainly due to one-time transfer out entries eliminated, capital costs eliminated until carry-forward of capital projects, elimination of one-time contracts, and addition of new positions within departments.

GENERAL AND STREET FUND OPERATIONS



Of all the funds, the General and Street Funds are the two funds accounting for general city services that are primarily supported by taxes. Taxes is by far the most significant source, accounts for 56% of the General & Street Fund operating revenues. The major revenue sources that account for taxes are Property Tax, Sales Tax, and Criminal Justice Sales Tax. Economic development continues to be a priority of the City, and therefore we have seen an increase in our projected taxes from 2014 to 2015.

TAXES

Tax revenues provide approximately 56% of the City’s General/Street Fund operating revenues. They include Sales Tax at 26%, Property Tax at 23%, Criminal Justice Sales Tax at 5%, and others at 2%.

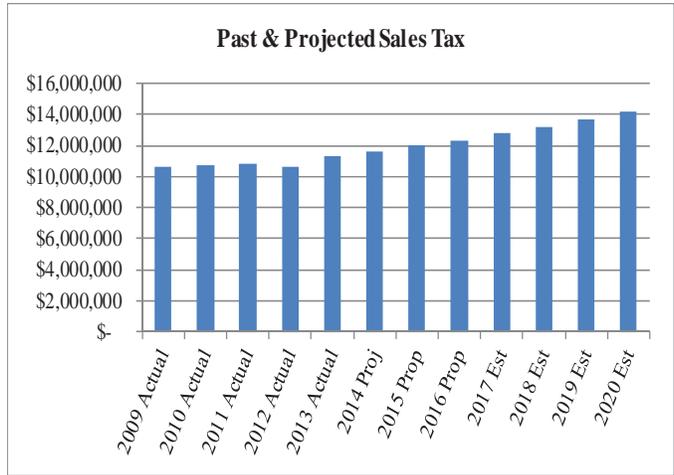
SALES TAX (RCW 82.14)

The City of Federal Way has a local sales and use tax rate of up to 1% to fund general government programs. Of this total 15% is provided to King County per state law. Currently the City imposes both the basic 0.5% and the optional 0.5% sales and use tax. This tax is imposed on personal and business purchases of tangible property. The retail sales tax is also assessed on some services such as repairs and construction. Revenues are accounted for in the General Fund.

Sales tax is the largest single revenue source for the City of Federal Way representing 34% of General Fund revenue and Street Fund Revenue. It is anticipated to generate \$12.0M in 2014 and is projected to grow 3.0% per year in 2015 and 2016, then grow 3.5% per year in 2017 to 2020.

CITY OF FEDERAL WAY 2015/2016 PROPOSED BUDGET

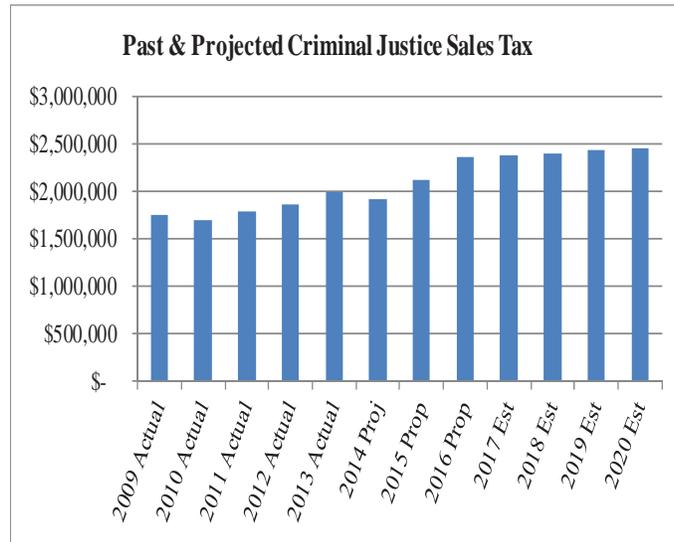
Year	Sales Tax	Chg Over Prior Year	
		\$	%
2009 Actual	\$ 10,583,298	\$ (1,560,978)	-12.9%
2010 Actual	\$ 10,708,951	\$ 125,653	1.2%
2011 Actual	\$ 10,858,381	\$ 149,430	1.4%
2012 Actual	\$ 10,586,000	\$ (272,381)	-2.5%
2013 Actual	\$ 11,346,338	\$ 760,338	7.2%
2014 Proj	\$ 11,614,000	\$ 267,662	2.4%
2015 Prop	\$ 11,962,420	\$ 348,420	3.0%
2016 Prop	\$ 12,321,293	\$ 358,873	3.0%
2017 Est	\$ 12,752,538	\$ 431,245	3.5%
2018 Est	\$ 13,198,877	\$ 446,339	3.5%
2019 Est	\$ 13,660,838	\$ 461,961	3.5%
2020 Est	\$ 14,138,967	\$ 478,129	3.5%



Criminal Justice Sales Tax (RCW 82.14.340)

Criminal Justice Sales Tax is a local option sales tax of 0.10 percent that is collected in addition to retail sales tax and use taxes by the Department of Revenue. Ten percent of the money is distributed to the county in which the tax was collected. The remainder of the moneys (ninety percent) is then distributed to the county (for unincorporated areas) and cities within the county based on population as last determined by the Office of Financial Management. Because it employs a more diverse tax base and different distribution formula than regular sales taxes, this source is more stable and is projected at a rate of 11.0 percent in 2015/2016 and annually through 2020 at 1%.

Year	Criminal Justice Sales Tax	Chg Over Prior Year	
		\$	%
2009 Actual	\$ 1,743,893	\$ (307,631)	-15.0%
2010 Actual	\$ 1,701,120	\$ (42,773)	-2.5%
2011 Actual	\$ 1,795,971	\$ 94,851	5.6%
2012 Actual	\$ 1,864,991	\$ 69,020	3.8%
2013 Actual	\$ 1,992,667	\$ 127,676	6.8%
2014 Proj	\$ 1,913,000	\$ (79,667)	-4.0%
2015 Prop	\$ 2,123,430	\$ 210,430	11.0%
2016 Prop	\$ 2,357,007	\$ 233,577	11.0%
2017 Est	\$ 2,380,577	\$ 23,570	1.0%
2018 Est	\$ 2,404,383	\$ 23,806	1.0%
2019 Est	\$ 2,428,427	\$ 24,044	1.0%
2020 Est	\$ 2,452,711	\$ 24,284	1.0%



Legislative History:

The authority for cities and counties to collect sales tax 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 legislature 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 9.5 percent). This additional tax revenue is distributed to a Baseball Stadium Fund to pay the debt service on a professional baseball stadium. This tax expired on October 1, 2011.

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.

Effective April 1, 2007 sales and use tax within all of King County increased one-tenth of one percent (.001) to be used for transportation purposes.

Effective April 1, 2008 sales and use tax within all of King County increased one-tenth of one percent (.001) to be used for chemical dependency or mental health treatment services.

Effective April 1, 2009, sales and use tax within all of King County increased half of one percent (0.50) to a total of nine-tenths of one percent (.009) for Regional Transit Authority (RTA) tax.

Currently, most retail activities in the City are subject to a 9.5% sales tax.

For every \$1.00 collected for sales tax, the City receives less than 10% or nine cent.



Agency	Tax Rate
State	6.50%
King County Metro Transit	0.90%
City of Federal Way	0.85%
King County Mental Health	0.10%
King County Sales Tax	0.15%
Criminal Justice Tax	0.10%
Sound Transit	0.40%
Regional Transit Authority	0.50%
Subtotal Sales Tax Rate	9.50%

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

CITY OF FEDERAL WAY 2015/2016 PROPOSED BUDGET

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 that have their own fire department and/or library, unlike 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.

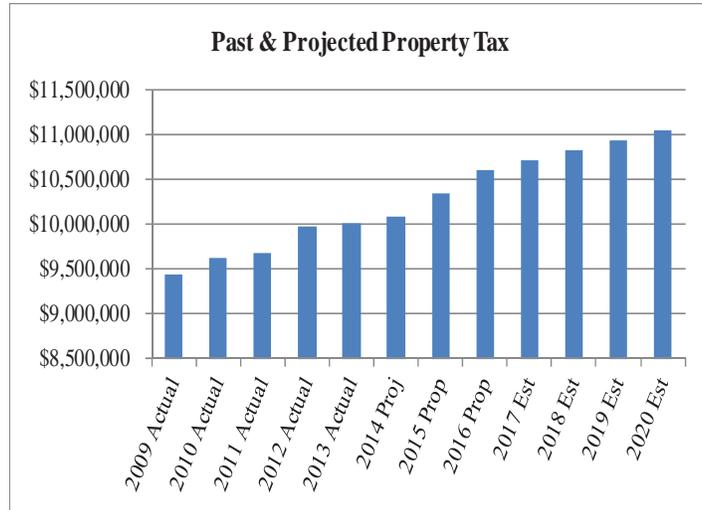
Most properties in Federal Way are taxed at \$15.7471 per \$1,000 AV in 2014, of which the City receives approximately 9% or \$1.40 per \$1,000 AV.



Therefore, for each \$1.00 in property tax paid, only 8.87¢ is available for City services. The remaining goes to the Federal Way School District (46.24¢), King County (9.63¢), the State (15.69¢), the library, port, ferry, and flood control districts (5.93¢ combined), and local Fire Department/Emergency Medical Services (13.64¢).

The following tables show the City's past and projected property tax. New construction is also added to the 1% levy limit, which fluctuates between 0.3% and 1.5%. Another factor affecting the actual property tax collection is delinquent taxes. Future property tax is projected conservatively at 1.0%.

Year	Property Tax	Chg Over Prior Year	
		\$	%
2009 Actual	\$ 9,443,649	\$ 230,337	2.5%
2010 Actual	\$ 9,614,187	\$ 170,538	1.8%
2011 Actual	\$ 9,672,887	\$ 58,700	0.6%
2012 Actual	\$ 9,978,143	\$ 305,256	3.2%
2013 Actual	\$ 10,004,862	\$ 26,719	0.3%
2014 Proj	\$ 10,077,000	\$ 72,138	0.7%
2015 Prop	\$ 10,342,770	\$ 265,770	2.6%
2016 Prop	\$ 10,611,198	\$ 268,428	2.6%
2017 Est	\$ 10,717,310	\$ 640,310	1.0%
2018 Est	\$ 10,824,483	\$ 481,713	1.0%
2019 Est	\$ 10,932,728	\$ 321,530	1.0%
2020 Est	\$ 11,042,055	\$ 109,327	1.0%

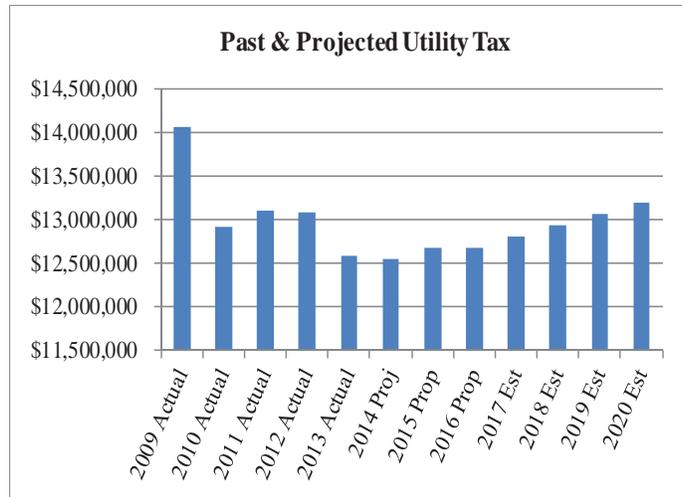


UTILITY TAXES

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 1996, 6% in 2003, and 7.75% in 2007. Each time the tax is designated for a specific capital investment program and its associated maintenance & operations.

Year	Utility Tax	Chg Over Prior Year	
		\$	%
2009 Actual	\$ 14,074,390	\$ 595,727	4.4%
2010 Actual	\$ 12,910,763	\$ (1,163,627)	-8.3%
2011 Actual	\$ 13,095,011	\$ 184,248	1.4%
2012 Actual	\$ 13,083,178	\$ (11,833)	-0.1%
2013 Actual	\$ 12,584,292	\$ (498,886)	-3.8%
2014 Proj	\$ 12,552,000	\$ (32,292)	-0.3%
2015 Prop	\$ 12,677,790	\$ 125,790	1.0%
2016 Prop	\$ 12,677,790	\$ -	0.0%
2017 Est	\$ 12,804,568	\$ 126,778	1.0%
2018 Est	\$ 12,932,614	\$ 128,046	1.0%
2019 Est	\$ 13,061,940	\$ 129,326	1.0%
2020 Est	\$ 13,192,559	\$ 130,619	1.0%



The 1% utility tax increase in 2003 is for funding Federal Way Community Center Debt Service, Operations and Capital Reserves. The 1.75% increase in 2007 was approved by Federal way voters at the November 2006 general election to fund a Police and Community Safety Improvement initiative consisting of 24.5 FTEs police, prosecution, court, code enforcement, parks maintenance, and related support functions.

CITY OF FEDERAL WAY 2015/2016 PROPOSED BUDGET

Utility tax is a general purpose revenue source receipted into the special revenue Utility Tax Fund and transferred into the appropriate capital project, debt service, and/or operating funds as designated. Allocation of the total 7.75% utility tax rate is as follows:

- 1.00% Dedicate/Project Specific Programs
- 2.00% General Fund Baseline Operations
- 1.00% Federal Way Community Center Debt Service, Operations and Capital Reserves
- 1.00% Arterial Streets Overlay
- 1.00% Transportation Capital Projects

- 6.00% Total Non-Voter Approved**

- 1.75% Voter-Approved for Police and Community Safety Improvement Programs

- 7.75% Total Utility Tax Rate**

The table below shows utility tax collections by type for the last two biennium and the 2015/16 proposed..

Year/Type	Electricity	Gas	Solid Waste	Cable	Phone	Pager	Cellular	Storm Drainage	Total
2009	4,789,077	2,141,172	733,342	1,369,086	1,183,098	561	3,072,933	263,669	13,552,938
% of Total Utax	35%	16%	5%	10%	9%	0%	23%	2%	100%
Prior Yr Chg - \$	\$ 92,199	\$ 100,703	\$ (36,013)	\$ 104	\$ (73,716)	\$ 13	\$ (11,123)	\$ 2,108	\$ 74,275
Prior Yr Chg - %	2.0%	4.9%	-4.7%	0.0%	-5.9%	2.4%	-0.4%	0.8%	0.6%
2010	4,724,423	1,695,800	792,528	1,430,146	1,166,495	1,480	2,835,782	264,109	12,910,763
% of Total Utax	37%	13%	6%	11%	9%	0%	22%	2%	100%
Prior Yr Chg - \$	\$ (64,654)	\$ (445,372)	\$ 59,186	\$ 61,060	\$ (16,603)	\$ 919	\$ (237,151)	\$ 440	\$ (642,175)
Prior Yr Chg - %	-1.4%	-20.8%	8.1%	4.5%	-1.4%	163.8%	-7.7%	0.2%	-4.7%
2011	4,904,374	1,960,363	782,974	1,437,075	1,061,756	435	2,685,006	263,028	13,095,011
% of Total Utax	37%	15%	6%	11%	8%	0%	21%	2%	100%
Prior Yr Chg - \$	\$ 179,951	\$ 264,563	\$ (9,554)	\$ 6,929	\$ (104,739)	\$ (1,045)	\$ (150,776)	\$ (1,081)	\$ 184,248
Prior Yr Chg - %	3.8%	15.6%	-1.2%	0.5%	-9.0%	-70.6%	-5.3%	-0.4%	1.4%
2012	5,138,171	1,774,917	824,847	1,475,992	1,032,783	435	2,578,894	284,154	13,110,193
% of Total Utax	39%	14%	6%	11%	8%	0%	20%	2%	100%
Prior Yr Chg - \$	\$ 233,797	\$ (185,446)	\$ 41,873	\$ 38,917	\$ (28,973)	\$ -	\$ (106,112)	\$ 21,126	\$ 15,182
Prior Yr Chg - %	4.8%	-9.5%	5.3%	2.7%	-2.7%	0.0%	-4.0%	8.0%	0.1%
2013	4,846,244	1,710,484	880,226	1,550,750	935,778	1,216	2,419,752	265,385	12,609,835
% of Total Utax	38%	14%	7%	12%	7%	0%	19%	2%	100%
Prior Yr Chg - \$	\$ (291,927)	\$ (64,433)	\$ 55,379	\$ 74,758	\$ (97,005)	\$ 781	\$ (159,142)	\$ (18,769)	\$ (500,358)
Prior Yr Chg - %	-5.7%	-3.6%	6.7%	5.1%	-9.4%	179.5%	-6.2%	-6.6%	-3.8%
2014 Proj.	4,751,000	1,734,000	862,000	1,488,000	958,000	-	2,515,000	271,000	12,579,000
% of Total Utax	38%	14%	7%	12%	8%	0%	20%	2%	100%
Prior Yr Chg - \$	\$ (95,244)	\$ 23,516	\$ (18,226)	\$ (62,750)	\$ 22,222	\$ (1,216)	\$ 95,248	\$ 5,615	\$ (30,835)
Prior Yr Chg - %	-2.0%	1.4%	-2.1%	-4.0%	2.4%	-100.0%	3.9%	2.1%	-0.2%
2015 Prop.	4,798,510	1,751,340	870,620	1,502,880	967,580	-	2,540,150	273,710	12,704,790
% of Total Utax	38%	14%	7%	12%	8%	0%	20%	2%	100%
Prior Yr Chg - \$	\$ 47,510	\$ 17,340	\$ 8,620	\$ 14,880	\$ 9,580	\$ -	\$ 25,150	\$ 2,710	\$ 125,790
Prior Yr Chg - %	1.0%	1.0%	1.0%	1.0%	1.0%	n/a	1.0%	1.0%	1.0%
2016 Prop.	4,798,510	1,751,340	870,620	1,502,880	967,580	-	2,540,150	273,710	12,704,790
% of Total Utax	38%	14%	7%	12%	8%	0%	20%	2%	100%
Prior Yr Chg - \$	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Prior Yr Chg - %	0.0%	0.0%	0.0%	0.0%	0.0%	n/a	0.0%	0.0%	0.0%

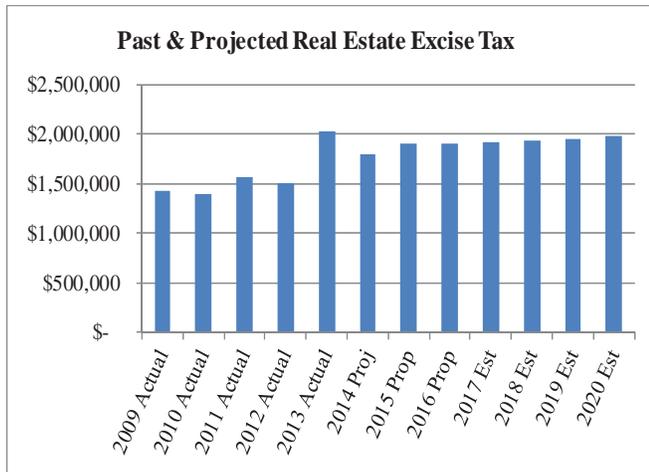
* This table is net of utility tax rebate.

Between 2012 actual and 2013 actual we received less revenue primarily to the decrease in Electricity mainly due to less consumption. The projected increase in 2015/2016 is a 1% increase over 2014.

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	Chg Over Prior Year	
		\$	%
2009 Actual	\$ 1,428,985	\$ (1,161,325)	-44.8%
2010 Actual	\$ 1,403,361	\$ (25,624)	-1.8%
2011 Actual	\$ 1,560,394	\$ 157,033	11.2%
2012 Actual	\$ 1,507,315	\$ (53,079)	-3.4%
2013 Actual	\$ 2,034,033	\$ 526,718	34.9%
2014 Proj	\$ 1,800,000	\$ (234,033)	-11.5%
2015 Prop	\$ 1,900,000	\$ 100,000	5.6%
2016 Prop	\$ 1,900,000	\$ -	0.0%
2017 Est	\$ 1,919,000	\$ 19,000	1.0%
2018 Est	\$ 1,938,190	\$ 19,190	1.0%
2019 Est	\$ 1,957,572	\$ 19,382	1.0%
2020 Est	\$ 1,977,148	\$ 19,576	1.0%



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.

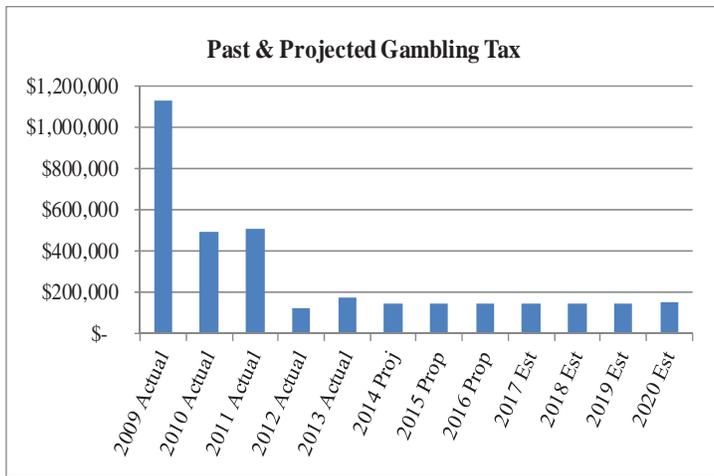
CITY OF FEDERAL WAY 2015/2016 PROPOSED BUDGET

The super active real estate market, particularly in income property arena, raised REET revenues to new heights in 2005 through 2007. However, the market bottomed out at the end of 2008 and was slow to pick up even through 2012, but the City is seeing an increase in Real Estate Excise Tax revenue in 2013 and 2014.. The projected revenue of \$1.9 million in 2015/2016 is based on actual collections over the last two years.

GAMBLING EXCISE TAX

The City levied 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) prior to 2010. Gambling taxes were amended from 5% to 3% on June 1, 2010 for punchboards/pull-tabs and from 20% to 10% for card rooms on August 1, 2010. 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.

Year	Gambling Tax	Chg Over Prior Year	
		\$	%
2009 Actual	\$ 1,127,204	\$ (132,579)	-10.5%
2010 Actual	\$ 493,485	\$ (633,719)	-56.2%
2011 Actual	\$ 511,005	\$ 17,520	3.6%
2012 Actual	\$ 120,239	\$ (390,766)	-76.5%
2013 Actual	\$ 178,696	\$ 58,457	48.6%
2014 Proj	\$ 145,000	\$ (33,696)	-18.9%
2015 Prop	\$ 145,000	\$ -	0.0%
2016 Prop	\$ 145,000	\$ -	0.0%
2017 Est	\$ 146,450	\$ 1,450	1.0%
2018 Est	\$ 147,915	\$ 1,465	1.0%
2019 Est	\$ 149,394	\$ 1,479	1.0%
2020 Est	\$ 150,888	\$ 1,494	1.0%



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. The new law, effective December 2005, impacted gambling tax activities in 2006 but affects did not carry on into 2007. Gambling tax decreased starting in 2008 due to the economic climate. The City's only card room closed mid-year in 2010, re-opened starting in October 2010, and closed again in January of 2012. The estimates for 2014 year-end and beyond are based on conservative methods and do not include the re-opening of the card room.

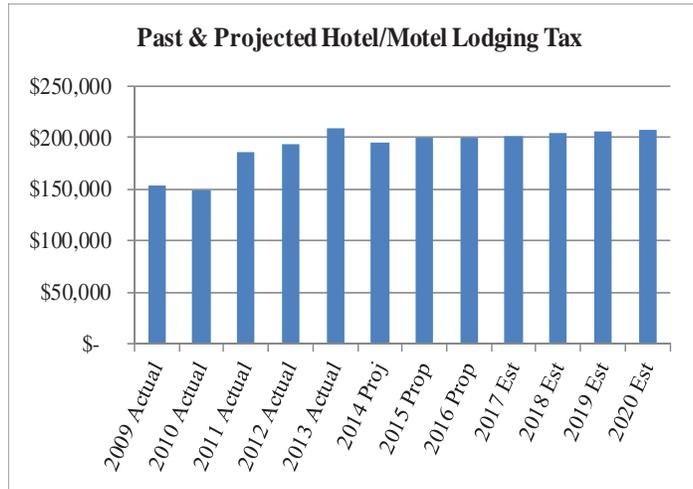
LODGING TAX (RCW 67.28)

Most cities in King County may levy a 1% Lodging Tax on overnight stays at hotels, motels, rooming houses, campgrounds, RV parks and similar facilities for continuous periods of less than one month. 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 Hotel/Motel Lodging Tax Fund with projected revenues of \$200K per year in 2015 and 2016. Future tax revenue is projected to at 1%t.

Agency	Tax Rate
State	6.50%
King County Metro Transit	0.90%
City of Federal Way	0.85%
King County Mental Health	0.10%
King County Sales Tax	0.15%
Criminal Justice Tax	0.10%
Sound Transit	0.40%
Regional Transit Authority	0.50%
Subtotal Sales Tax Rate	9.50%
Convention Center Tax	2.80%
Stadium Tax	2.00%
State Sales Tax Credit	-2.00%
City Lodging Tax	1.00%
Total Tax on Lodging	13.30%

Year	Hotel/Motel Lodging Tax	Chg Over Prior Year	
		\$	%
2009 Actual	\$ 154,148	\$ (34,685)	-18.4%
2010 Actual	\$ 149,058	\$ (5,090)	-3.3%
2011 Actual	\$ 185,289	\$ 36,232	24.3%
2012 Actual	\$ 193,344	\$ 8,055	4.3%
2013 Actual	\$ 208,839	\$ 15,495	8.0%
2014 Proj	\$ 195,000	\$ (13,839)	-6.6%
2015 Prop	\$ 200,000	\$ 5,000	2.6%
2016 Prop	\$ 200,000	\$ -	0.0%
2017 Est	\$ 202,000	\$ 2,000	1.0%
2018 Est	\$ 204,020	\$ 2,020	1.0%
2019 Est	\$ 206,060	\$ 2,040	1.0%
2020 Est	\$ 208,121	\$ 2,061	1.0%



LEASEHOLD TAX (RCW 82.29)

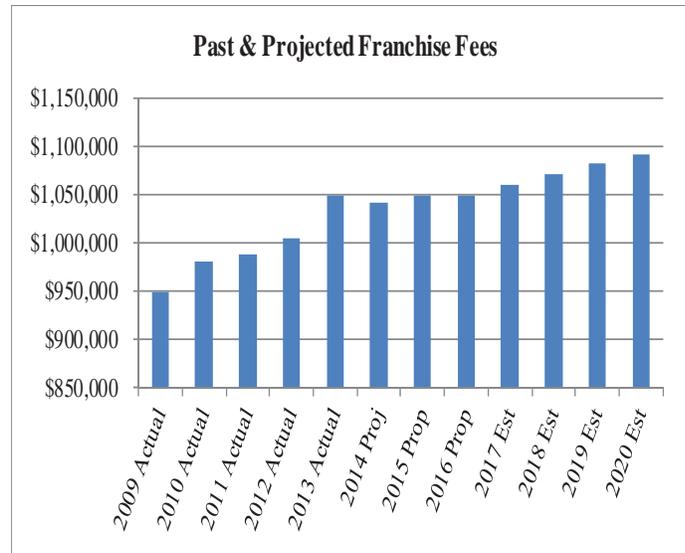
In addition to the above, the City also receives a minimal amount of revenue from the 4% leasehold tax (RCW 82.29A.) on lease income from private business activities on tax-exempt properties, in-lieu-of property tax. The total rate on leasehold tax is 12.84%. Cities and counties can collectively levy 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 approximately \$6,000 a year from this tax and uses it for general operations purposes.

CITY OF FEDERAL WAY 2015/2016 PROPOSED BUDGET

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 proposed at \$1M for 2015 and 2016. Thereafter, revenue is projected at a 1% rate through 2020.

Year	Franchise Fees	Chg Over Prior Year	
		\$	%
2009 Actual	\$ 950,213	\$ (17,027)	-1.8%
2010 Actual	\$ 980,891	\$ 30,678	3.2%
2011 Actual	\$ 988,948	\$ 8,057	0.8%
2012 Actual	\$ 1,004,026	\$ 15,078	1.5%
2013 Actual	\$ 1,049,177	\$ 45,151	4.5%
2014 Proj	\$ 1,041,000	\$ (8,177)	-0.8%
2015 Prop	\$ 1,050,000	\$ 9,000	0.9%
2016 Prop	\$ 1,050,000	\$ -	0.0%
2017 Est	\$ 1,060,500	\$ 10,500	1.0%
2018 Est	\$ 1,071,105	\$ 10,605	1.0%
2019 Est	\$ 1,081,816	\$ 10,711	1.0%
2020 Est	\$ 1,092,634	\$ 10,818	1.0%

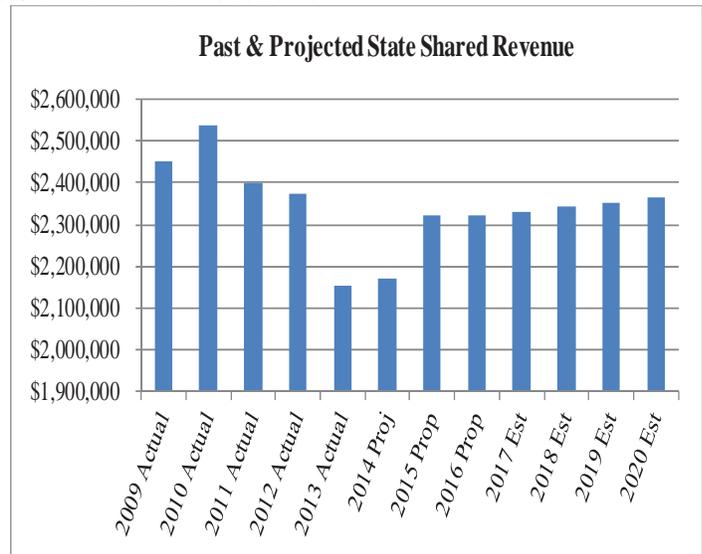


STATE SHARED REVENUES

State-shared revenues are from taxes and fees collected by the State and disbursed to municipalities based on population or other criteria. The source of these shared revenues include: fuel tax (tax on gasoline consumption), liquor sales profit and excise tax, DUI impact and criminal justice distribution.

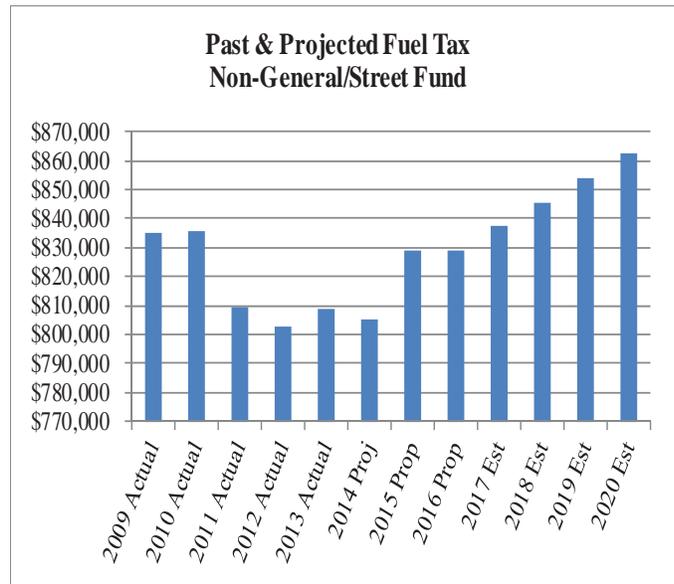
Past and projected state shared revenue in the General & Street Fund are as follows:

Year	State Shared Revenue	Chg Over Prior Year	
		\$	%
2009 Actual	\$ 2,450,957	\$ 16,226	0.7%
2010 Actual	\$ 2,538,462	\$ 87,505	3.6%
2011 Actual	\$ 2,399,140	\$ (139,322)	-5.5%
2012 Actual	\$ 2,375,024	\$ (24,116)	-1.0%
2013 Actual	\$ 2,153,143	\$ (221,881)	-9.3%
2014 Proj	\$ 2,171,000	\$ 17,857	0.8%
2015 Prop	\$ 2,321,000	\$ 150,000	6.9%
2016 Prop	\$ 2,321,000	\$ -	0.0%
2017 Est	\$ 2,331,450	\$ 10,450	0.5%
2018 Est	\$ 2,342,005	\$ 10,555	0.5%
2019 Est	\$ 2,352,665	\$ 10,660	0.5%
2020 Est	\$ 2,363,431	\$ 10,767	0.5%



Additionally, the City receives state shared revenues (fuel) tax in the Arterial Streets Fund, Paths & Trails Fund and Transportation CIP Fund. Past and projected revenues are as follows:

Year	State Shared Revenue	Chg Over Prior Year	
		\$	%
2009 Actual	\$ 835,328	\$ (30,356)	-3.5%
2010 Actual	\$ 835,697	\$ 369	0.0%
2011 Actual	\$ 809,611	\$ (26,086)	-3.1%
2012 Actual	\$ 802,934	\$ (6,677)	-0.8%
2013 Actual	\$ 808,707	\$ 5,773	0.7%
2014 Proj	\$ 805,000	\$ (3,707)	-0.5%
2015 Prop	\$ 829,000	\$ 24,000	3.0%
2016 Prop	\$ 829,000	\$ -	0.0%
2017 Est	\$ 837,290	\$ 8,290	1.0%
2018 Est	\$ 845,663	\$ 8,373	1.0%
2019 Est	\$ 854,120	\$ 8,457	1.0%
2020 Est	\$ 862,661	\$ 8,541	1.0%



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).

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 2015/2016 are roughly \$3.9M per year. Current year surface water management fees fund current year operating expenditures, including debt service payments on public works trust fund loan. The SWM operating fund is estimated to transfer \$1.56M and \$1.90M in 2015 and 2016 respectively to support SWM related capital projects.

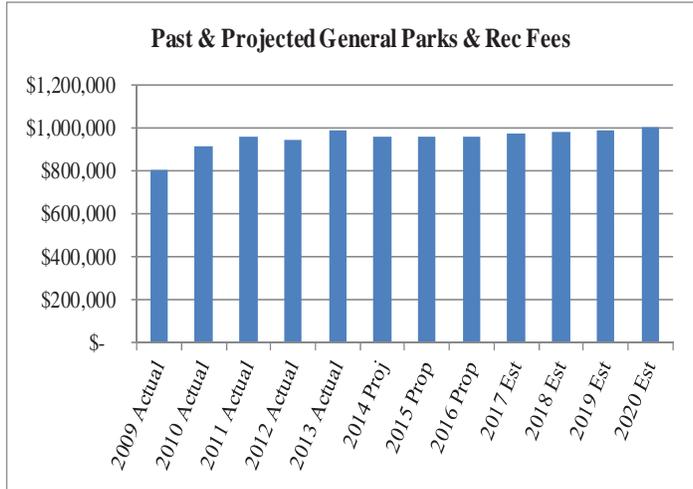
CITY OF FEDERAL WAY 2015/2016 PROPOSED BUDGET

RECREATION FEES

Recreation fees include revenue from general parks and recreation, community center and the retreat center.

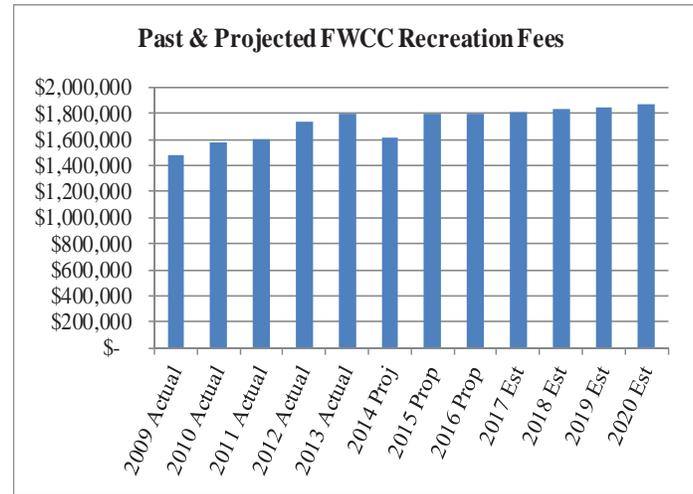
General parks and recreation fees include programs such as youth and adult athletics, aerobics and fitness classes, aquatic programs, and special interest leisure classes like art, outdoor recreation and dance. Many of these programs take place at the community center with related program revenue accounted for in the General Fund. General parks and recreation fees are projected to increase by 1% each year through 2020.

Year	General Parks & Rec Fees	Chg Over Prior Year	
		\$	%
2009 Actual	\$ 802,278	\$ 27,035	3.5%
2010 Actual	\$ 913,831	\$ 111,553	13.9%
2011 Actual	\$ 956,607	\$ 42,776	4.7%
2012 Actual	\$ 942,005	\$ (14,602)	-1.5%
2013 Actual	\$ 987,018	\$ 45,013	4.8%
2014 Proj	\$ 961,465	\$ (25,553)	-2.6%
2015 Prop	\$ 961,465	\$ -	0.0%
2016 Prop	\$ 961,465	\$ -	0.0%
2017 Est	\$ 971,080	\$ 9,615	1.0%
2018 Est	\$ 980,790	\$ 9,711	1.0%
2019 Est	\$ 990,598	\$ 9,808	1.0%
2020 Est	\$ 1,000,504	\$ 29,425	1.0%



The **Federal Way Community Center** opened in March of 2007 and includes programs such as aquatics, fitness training, pool rentals, birthday parties, events and wedding rentals. The revenues from these programs are accounted for in the Federal Way Community Center Fund, a special revenue fund supported by user fees and a designated utility tax transfer. Community center recreation fees are projected to increase by 1% each year through 2020.

Year	Federal Way Community Ctr	Chg Over Prior Year	
		\$	%
2009 Actual	\$ 1,485,185	\$ 103,466	7.5%
2010 Actual	\$ 1,582,548	\$ 97,363	6.6%
2011 Actual	\$ 1,602,183	\$ 19,635	1.2%
2012 Actual	\$ 1,738,039	\$ 135,856	8.5%
2013 Actual	\$ 1,796,064	\$ 58,025	3.3%
2014 Proj	\$ 1,618,500	\$ (177,564)	-9.9%
2015 Prop	\$ 1,793,500	\$ 175,000	10.8%
2016 Prop	\$ 1,793,500	\$ -	0.0%
2017 Est	\$ 1,811,435	\$ 17,935	1.0%
2018 Est	\$ 1,829,549	\$ 18,114	1.0%
2019 Est	\$ 1,847,845	\$ 18,295	1.0%
2020 Est	\$ 1,866,323	\$ 18,478	1.0%



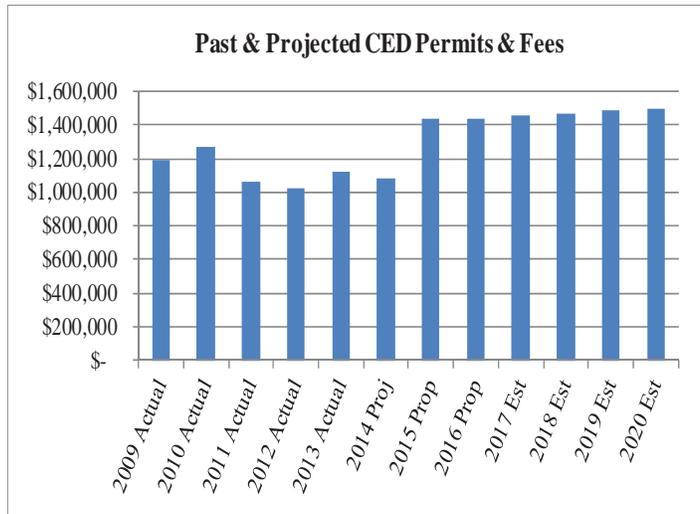
The facility rentals at **Dumas Bay Centre** are proposed at \$635K for 2015 and 2016. Program revenues are estimated to increase by 1% each year through 2020.

The Dumas Bay Centre Fund will continue to receive \$112K in each year in utility tax subsidy for 2015 and 2016 to cover the cost of the management contract for the theatre. The remaining balance of the utility tax transfer is used to offset any operating deficits of the retreat center as well as providing a source for both regular and deferred repairs and maintenance. The facility is also used for Parks General Recreation programming.

PERMITS AND DEVELOPMENT FEE

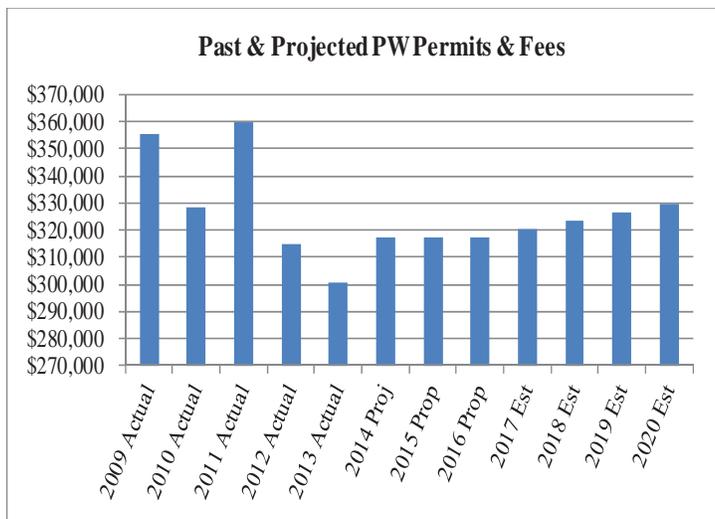
Community & Economic Development Permits and Fees include building, mechanical, electrical and plumbing permit fees, zoning fees and plan check fees. The majority of these fees are payable at the time the permit is issued. The revenues are deposited in the General Fund to offset building and planning service costs. The rates and policies regarding this fee are detailed in the International Building Code, which is revisited every three years in order to update all fees and policies.

Year	CED Permits & Fees	Chg Over Prior Year	
		\$	%
2009 Actual	\$ 1,191,205	\$ (190,011)	-13.8%
2010 Actual	\$ 1,265,652	\$ 74,447	6.2%
2011 Actual	\$ 1,066,043	\$ (199,609)	-15.8%
2012 Actual	\$ 1,020,724	\$ (45,319)	-4.3%
2013 Actual	\$ 1,124,369	\$ 103,645	10.2%
2014 Proj	\$ 1,079,000	\$ (45,369)	-4.0%
2015 Prop	\$ 1,439,000	\$ 360,000	33.4%
2016 Prop	\$ 1,439,000	\$ -	0.0%
2017 Est	\$ 1,453,390	\$ 14,390	1.0%
2018 Est	\$ 1,467,924	\$ 14,534	1.0%
2019 Est	\$ 1,482,603	\$ 14,679	1.0%
2020 Est	\$ 1,497,429	\$ 14,826	1.0%



Public Works permits and development fees include right-of-way permits, plan review fees, inspection fees, transportation concurrency fees and traffic impact fees. The revenues are deposited in the Street Fund to offset service costs.

Year	PW Permits & Fees	Chg Over Prior Year	
		\$	%
2009 Actual	\$ 355,329	\$ (106,323)	-23.0%
2010 Actual	\$ 328,455	\$ (26,874)	-7.6%
2011 Actual	\$ 359,994	\$ 31,539	9.6%
2012 Actual	\$ 314,830	\$ (45,164)	-12.5%
2013 Actual	\$ 300,537	\$ (14,293)	-4.5%
2014 Proj	\$ 317,000	\$ 16,463	5.5%
2015 Prop	\$ 317,000	\$ -	0.0%
2016 Prop	\$ 317,000	\$ -	0.0%
2017 Est	\$ 320,170	\$ 3,170	1.0%
2018 Est	\$ 323,372	\$ 3,202	1.0%
2019 Est	\$ 326,605	\$ 3,234	1.0%
2020 Est	\$ 329,871	\$ 3,266	1.0%

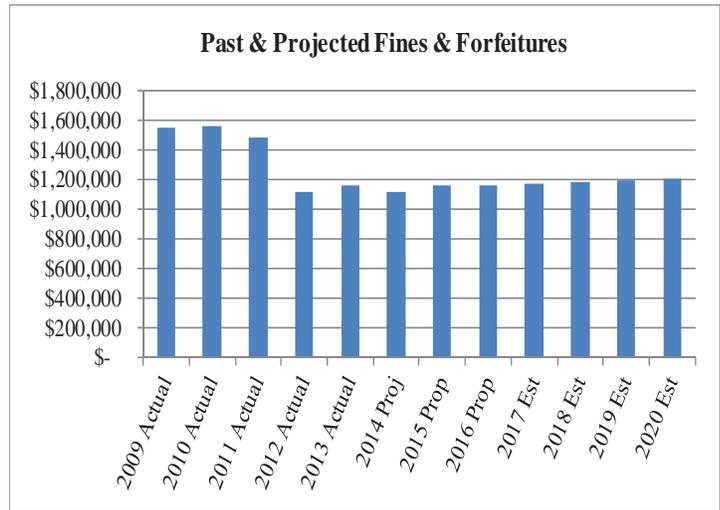


MISCELLANEOUS REVENUES

FINES AND FORFEITURES

The Municipal Court of the City of Federal Way is an inferior court (a court subject to the jurisdiction of another court known as the superior court, or a higher court) with exclusive original criminal jurisdiction of all violations of City laws. It also has the original jurisdiction of all other actions brought to enforce or recover license penalties or forfeitures declared or given by such city laws or by any state statutes. The Court also exercises all powers granted by Chapter 6 of said Justice Court and other Inferior Court Reorganization Law (Chapter 299, laws of 1964).

Year	Court Fines & Forfeitures	Chg Over Prior Year	
		\$	%
2009 Actual	\$ 1,547,204	\$ 39,835	2.6%
2010 Actual	\$ 1,558,931	\$ 11,727	0.8%
2011 Actual	\$ 1,484,953	\$ (73,978)	-4.7%
2012 Actual	\$ 1,112,430	\$ (372,523)	-25.1%
2013 Actual	\$ 1,167,076	\$ 54,646	4.9%
2014 Proj	\$ 1,115,000	\$ (52,076)	-4.5%
2015 Prop	\$ 1,163,400	\$ 48,400	4.3%
2016 Prop	\$ 1,163,400	\$ -	0.0%
2017 Est	\$ 1,175,034	\$ 11,634	1.0%
2018 Est	\$ 1,186,784	\$ 11,750	1.0%
2019 Est	\$ 1,198,652	\$ 11,868	1.0%
2020 Est	\$ 1,210,639	\$ 11,987	1.0%



The City began operating its municipal court in January 2000. Fines and forfeitures are accounted for in the General Fund and do not include red light photo violations which are accounted for in the Traffic Safety Fund.

The 2014 year-end projected fines and forfeitures is \$1.11 million and is 4.5% below 2013’s actual revenues. The decrease is due to lower filings for traffic infractions and parking infractions. Revenues are proposed at \$1.16M annually for 2015 and 2016. Thereafter, revenue is projected at 1.0% through 2020..

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.

GENERAL AND STREET FUND LONG RANGE PLAN

Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	2017 Projected	2018 Projected	2019 Projected	2020 Projected
			Adopted	Adjusted	Projected						
BEGINNING FUND BALANCE	\$ 12,743,853	\$ 15,034,799	\$ 6,376,447	\$ 16,240,294	\$ 16,240,294	\$ 12,715,000	\$ 11,838,202	\$ 9,506,699	\$ 9,518,466	\$ 9,551,840	\$ 9,607,146
REVENUE SUMMARY:											
Property Tax	9,978,143	10,004,862	10,022,000	10,077,000	10,177,000	10,342,770	10,611,198	10,717,310	10,824,483	10,932,728	11,042,055
Sales Tax	10,534,147	11,346,338	10,799,000	11,614,000	11,964,000	11,962,420	12,321,293	12,752,538	13,198,877	13,660,838	14,138,967
Criminal Justice Sales Tax	1,864,991	1,992,667	1,719,000	1,913,000	2,063,000	2,123,430	2,357,007	2,380,577	2,404,383	2,428,427	2,452,711
Other Taxes	1,156,315	1,228,211	1,190,999	1,181,000	1,181,000	1,206,000	1,206,000	1,218,060	1,230,241	1,242,543	1,254,968
Licenses and Permits	2,501,367	2,638,016	2,156,000	2,531,000	3,331,000	2,962,000	2,962,000	2,991,620	3,021,536	3,051,752	3,082,269
Intergovernmental	2,516,542	1,836,531	807,000	1,431,977	1,431,977	1,600,427	1,747,162	1,593,335	1,609,268	1,625,361	1,641,614
Charges for Services	3,265,368	3,813,233	2,959,241	3,597,714	3,717,714	3,761,346	3,761,346	3,798,959	3,836,949	3,875,319	3,914,072
Fines	1,112,430	1,167,076	1,115,000	1,115,000	1,115,000	1,163,400	1,163,400	1,175,034	1,186,784	1,198,652	1,210,639
Miscellaneous	558,132	584,317	403,650	403,650	403,650	529,300	529,300	534,593	539,939	545,338	550,792
Other Financing Sources	11,507,389	11,640,180	11,590,463	12,479,619	12,479,619	9,792,829	10,042,075	10,142,496	10,243,921	10,346,360	10,449,824
Total Revenues	\$ 44,994,825	\$ 46,251,429	\$ 42,762,353	\$ 46,343,960	\$ 47,863,960	\$ 45,443,922	\$ 46,700,781	\$ 46,996,490	\$ 47,466,455	\$ 47,941,119	\$ 48,420,530
EXPENDITURE SUMMARY:											
City Council	\$ 360,461	\$ 372,242	\$ 388,134	\$ 389,913	\$ 389,913	\$ 367,442	\$ 371,587	\$ 375,303	\$ 379,056	\$ 382,847	\$ 386,675
Mayor's Office	1,189,930	1,209,607	1,226,758	1,606,066	1,513,841	1,273,803	1,291,190	1,304,102	1,317,143	1,330,315	1,343,618
Municipal Court	1,421,727	1,480,301	1,608,957	1,707,213	1,707,213	1,304,387	1,326,963	1,340,233	1,353,635	1,367,171	1,380,843
Finance	833,419	854,041	907,201	999,938	999,938	908,534	941,111	950,522	960,027	969,627	979,323
City Clerk	317,626	418,556	422,099	525,356	525,356	464,325	557,590	563,166	568,798	574,486	580,231
Human Resources	348,721	395,857	452,383	541,185	541,185	400,512	409,106	413,197	417,329	421,502	425,718
Law -Civil	684,041	706,452	761,746	879,214	814,214	572,538	585,649	591,506	597,421	603,395	609,429
Law-Criminal	685,428	702,299	719,954	745,094	745,094	585,849	593,714	599,651	605,647	611,704	617,821
Community Development	2,133,022	2,091,550	2,209,764	2,863,861	2,630,702	2,266,348	2,335,518	2,258,873	2,281,462	2,304,276	2,327,319
Economic Development	155,165	111,651	130,442	364,864	260,085	208,289	208,478	210,563	212,668	214,795	216,943
Human Services	758,311	788,678	759,014	778,640	778,640	690,378	700,051	707,051	714,122	721,263	728,476
Jail Contract Costs	2,471,531	3,939,387	3,749,000	4,159,831	4,159,831	4,276,614	4,276,614	4,297,997	4,319,487	4,341,084	4,362,790
911 Dispatch	1,637,541	1,644,106	1,787,000	1,787,000	1,787,000	1,787,000	1,787,000	1,804,870	1,822,919	1,841,148	1,859,559
Police	20,163,802	20,304,926	20,604,970	21,200,085	21,200,085	16,224,044	16,759,913	16,902,512	17,071,537	17,242,253	17,414,675
Parks, Recr & Cultural Svcs	3,684,940	3,969,897	3,846,122	4,213,996	4,213,996	3,468,027	3,480,680	3,511,987	3,547,107	3,582,578	3,618,404
Non-Departmental	1,959,000	2,239,675	2,740,585	6,350,896	4,625,665	7,652,304	9,614,264	7,322,407	7,395,631	7,469,587	7,544,283
Public Works	3,899,212	3,816,709	4,224,501	4,954,270	4,496,495	3,870,327	3,792,855	3,830,784	3,869,092	3,907,783	3,946,861
Total Expenditures	\$ 42,703,879	\$ 45,045,935	\$ 46,538,631	\$ 54,067,423	\$ 51,389,254	\$ 46,320,721	\$ 49,032,283	\$ 46,984,723	\$ 47,433,080	\$ 47,885,814	\$ 48,342,966
Changes in Fund Balance	\$ 2,290,946	\$ 1,205,494	\$ (3,776,278)	\$ (7,723,463)	\$ (3,525,294)	\$ (876,799)	\$ (2,331,502)	\$ 11,767	\$ 33,374	\$ 55,306	\$ 77,564
ENDING FUND BALANCE:	\$ 15,034,799	\$ 16,240,293	\$ 2,600,169	\$ 8,516,832	\$ 12,715,001	\$ 11,838,201	\$ 9,506,699	\$ 9,518,466	\$ 9,551,840	\$ 9,607,146	\$ 9,684,710

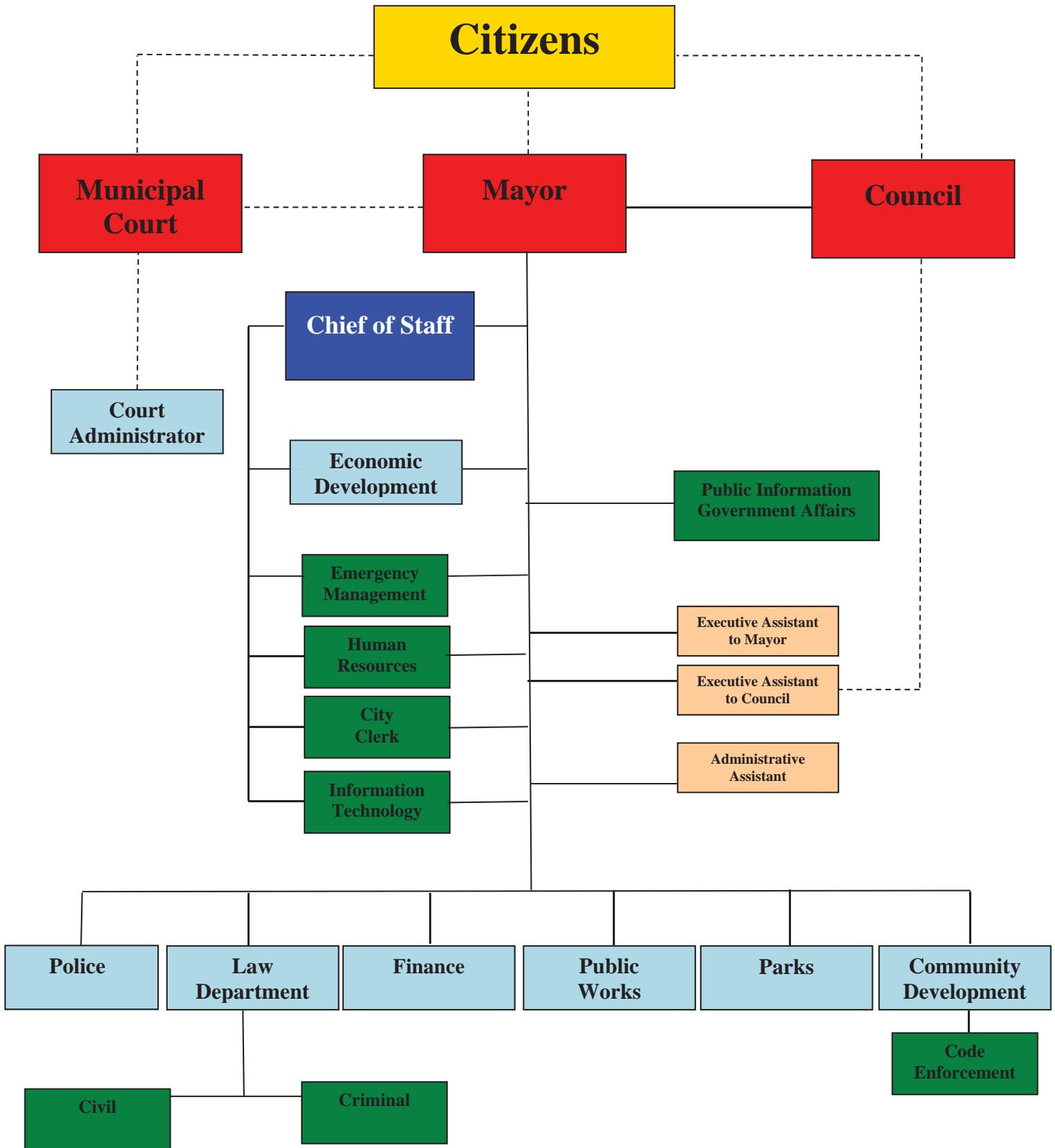
CITY OF FEDERAL WAY 2015/2016 PROPOSED BUDGET

ALL FUNDS LONG RANGE PLAN

Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	2017 Projected	2018 Projected	2019 Projected	2020 Projected
			Adopted	Adjusted	Projected						
BEGINNING FUND BALANCE	\$ 64,823,810	\$ 71,547,865	\$ 47,522,435	\$ 73,919,800	\$ 73,919,799	\$ 60,236,119	\$ 53,420,425	\$ 47,782,562	\$ 47,089,776	\$ 46,323,555	\$ 46,516,513
OPERATING REVENUE:											
Property Taxes	\$ 9,978,143	\$ 10,004,862	\$ 10,022,000	\$ 10,077,000	\$ 10,177,000	\$ 10,342,770	\$ 10,611,198	10,717,310	10,824,483	10,932,728	11,042,055
Sales Tax	10,534,147	11,346,338	10,799,000	11,614,000	11,964,000	11,962,420	12,321,293	12,752,538	13,198,877	13,660,838	14,138,967
Criminal Justice Sales Tax	1,864,991	1,992,667	1,719,000	1,913,000	2,063,000	2,123,430	2,357,007	2,380,577	2,404,383	2,428,427	2,452,711
Utility Tax	13,083,178	12,584,292	12,361,000	12,552,000	12,552,000	12,677,790	12,677,790	12,804,568	12,932,614	13,061,940	13,192,559
Real Estate Excise tax	1,507,315	2,034,033	1,400,000	1,800,000	1,800,000	1,900,000	1,900,000	1,919,000	1,938,190	1,957,572	1,977,148
Other Taxes	1,518,336	1,586,747	1,385,999	1,376,000	1,376,000	1,561,000	1,566,000	1,581,660	1,597,477	1,613,451	1,629,586
Licenses and Permits	2,501,367	2,638,016	2,156,000	2,531,000	3,331,000	2,962,000	2,962,000	2,991,620	3,021,536	3,051,752	3,082,269
Intergovernmental	7,241,040	9,415,268	5,930,736	13,616,914	13,616,914	14,975,699	12,995,465	8,125,420	8,206,674	8,288,741	8,371,628
Charges for Services	14,606,547	15,796,187	14,576,468	20,820,104	20,990,104	21,501,973	20,122,673	20,323,900	20,527,139	20,732,410	20,939,734
Fines	3,373,366	3,295,096	1,945,000	2,570,000	2,570,000	3,287,043	3,333,282	3,366,615	3,400,281	3,434,284	3,468,627
Miscellaneous	1,928,146	930,761	686,047	686,047	686,047	848,197	848,197	856,679	865,246	873,898	882,637
Proprietary Fund Revenue	-	84,042	-	-	-	-	-	-	-	-	-
Other Financing Sources	16,887,511	32,529,924	17,895,463	44,335,437	45,338,037	16,641,642	19,110,613	16,808,058	16,976,139	17,145,900	17,317,359
Total Revenues	\$ 85,024,089	\$ 104,238,233	\$ 80,876,713	\$ 123,891,502	\$ 126,464,102	\$ 100,783,964	\$ 100,805,518	\$ 94,627,945	\$ 95,893,038	\$ 97,181,940	\$ 98,495,280
OPERATING EXPENDITURE:											
City Council	\$ 360,461	\$ 372,242	\$ 388,134	\$ 389,913	\$ 389,913	\$ 367,442	\$ 371,587	375,303	379,056	382,847	386,675
Mayor's Office	1,189,930	1,209,607	1,226,758	1,606,066	1,513,841	1,324,879	1,342,266	1,355,689	1,369,246	1,382,938	1,396,768
Municipal Court	1,421,727	1,480,301	1,608,957	1,707,213	1,707,213	1,529,125	1,557,092	1,572,663	1,588,390	1,604,274	1,620,316
Finance	833,419	854,041	907,201	999,938	999,938	908,534	941,111	950,522	960,027	969,627	979,323
City Clerk	317,626	418,556	422,099	525,356	525,356	464,325	557,590	563,166	568,798	574,486	580,231
Human Resources	348,721	395,857	452,383	541,185	541,185	400,512	409,106	413,197	417,329	421,502	425,718
Information Technology	1,696,385	1,907,034	1,931,707	2,523,946	2,523,946	2,097,458	2,601,615	2,084,902	2,105,751	2,126,809	2,148,077
Law -Civil	1,794,027	2,045,378	1,800,514	6,151,852	6,086,852	1,496,981	1,510,092	1,525,193	1,540,445	1,555,850	1,571,408
Law-Criminal	685,428	702,299	719,954	745,094	745,094	800,729	814,139	822,280	830,503	838,808	847,196
Community Development	3,050,873	3,583,697	2,785,764	4,042,757	3,809,598	3,604,687	3,680,117	3,716,919	3,754,088	3,791,629	3,829,545
Economic Development	155,165	111,651	130,442	364,864	260,085	208,289	208,478	210,563	212,668	214,795	216,943
Human Services	758,311	788,678	759,014	778,640	778,640	690,378	700,051	707,051	714,122	721,263	728,476
Jail Contract Costs	2,471,531	3,939,387	3,749,000	4,159,831	4,159,831	4,276,614	4,276,614	4,297,997	4,319,487	4,341,084	4,362,790
911 Dispatch	1,637,541	1,644,106	1,787,000	1,787,000	1,787,000	1,787,000	1,787,000	1,804,870	1,822,919	1,841,148	1,859,559
Police	21,003,188	21,606,966	21,634,970	22,966,810	22,966,810	20,036,619	20,639,769	20,236,985	20,846,166	20,439,355	21,054,628
Parks, Recr & Cultural Svcs	7,724,027	7,737,326	8,516,355	13,040,033	12,266,569	8,263,847	7,196,905	7,243,874	7,316,313	7,389,476	7,463,370
Non-Departmental	17,387,380	33,598,848	19,257,222	50,488,433	41,375,802	33,092,307	27,452,596	27,727,122	28,004,393	28,284,437	28,567,281
Public Works	15,464,292	19,470,322	18,581,425	38,681,346	37,783,571	26,249,934	30,397,252	19,712,434	19,909,558	20,108,654	20,309,740
Total Expenditures	\$ 78,300,034	\$ 101,866,297	\$ 86,658,900	\$ 151,500,278	\$ 140,221,245	\$ 107,599,659	\$ 106,443,381	\$ 95,320,731	\$ 96,659,259	\$ 96,988,981	\$ 98,348,045
Changes in Fund Balance	\$ 6,724,055	\$ 2,371,936	\$ (5,782,187)	\$ (27,608,776)	\$ (13,757,143)	\$ (6,815,695)	\$ (5,637,863)	\$ (692,786)	\$ (766,222)	\$ 192,959	\$ 147,235
ENDING FUND BALANCE:	\$ 71,547,865	\$ 73,919,801	\$ 41,740,249	\$ 46,311,024	\$ 60,162,656	\$ 53,420,424	\$ 47,782,562	\$ 47,089,776	\$ 46,323,555	\$ 46,516,513	\$ 46,663,748

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MAYOR'S OFFICE DEPARTMENT OVERVIEW

Responsible Manager: *Mayor Jim Ferrell*

2013/2014 ACCOMPLISHMENTS

MAYOR'S OFFICE

- Implemented key downtown development initiatives, including
 - Performing arts and conference center, groundbreaking, July 2014
 - Opened the City's first downtown park, Town Square Park, July 2014
 - Opened downtown Police Department substation May, 2014
- Prevented closure of local King County Public Health clinic, preserving maternity and nutrition services to 13,700 low-income women and their children.
- Organized Mayor's Blue Ribbon Panel analyze and issue findings on financial viability of performing arts and conference center
- Secured State funding of \$2 million for performing arts and conference center project
- Established Economic Development Office and named Tim Johnson, Director of Economic Development
- Represented City on Puget Sound Regional Council, Executive Committee
- Proposed a balanced biennial budget, and had ongoing savings of \$1.3M per year
- Increased accessibility of municipal government through new community outreach efforts including
 - Neighborhood connection meetings, reaching more than 500 residents
 - Produced City newsletter providing information on city initiatives that reached over 34,000 residents
 - New Day Federal Way, a news and feature show, reporting civic events and public meetings on Comcast channel 21 and the City's YouTube channel
- Lead role working with SCORE regional jail partners to improve facility marketing & operations
- Negotiated a donation of the Brooklake Community Center, to preserve one of the city's most important historical sites as a City park
- Established a 50-foot flagpole, street flags and Veterans Way in the downtown.
- Mayor's Day of Concern for the Hungry collected **x,xxx** pounds of food for MSC Food Bank

2015/2016 ANTICIPATED KEY PROJECTS

MAYOR'S OFFICE

- Expand economic development downtown using innovative approaches
- Explore and develop small business development center
- Implement an economic development project downtown
- Staff development, training, customer service

MAYOR'S OFFICE DEPARTMENT OVERVIEW
Responsible Manager: Mayor Jim Ferrell

DEPARTMENT POSITION INVENTORY:

Positions	2012 Actual	2013 Actual	2014			2015	2016	Grade
			Adopted	Adjusted	Projected	Proposed	Proposed	
Mayor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	61
Chief of Staff				1.00	1.00	1.00	1.00	58f
Economic Development Director	0.50	0.50	0.50	1.00	1.00	1.00	1.00	58I
Communications & Govt Affairs Manager	-	-	-	1.00	1.00	1.00	1.00	48
Administrative Assistant	-	-	-	-	-	1.00	1.00	18
Emergency Manager	-	-	-	1.00	1.00	1.00	1.00	50
Communications & Grant Coordinator	1.00	1.00	1.00	-	-	-	-	39
Executive Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00	28
IT Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	55a
IT Supervisor/Systems & Help Desk	1.00	1.00	1.00	1.00	1.00	1.00	1.00	44
IT Analyst Applications/GIS	3.00	1.00	1.00	1.00	1.00	1.00	1.00	39
IT Analyst Systems	1.00	1.00	1.00	1.00	1.00	1.00	1.00	39
IT Technician II	-	2.00	2.00	2.00	2.00	2.00	2.00	32
IT Technician I	1.00	-	-	-	-	-	-	29
IT Specialist/Web,App, Security	-	-	-	-	-	1.00	1.00	35
Human Resources Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	51a
Human Resources Technician	1.00	1.00	1.00	1.75	1.75	1.75	1.75	29
Human Resources Assistant	0.75	0.75	0.75	0.50	0.50	0.50	0.50	18
City Clerk	1.00	1.00	1.00	1.00	1.00	1.00	1.00	40
Deputy City Clerk	0.75	0.75	0.75	0.88	0.88	1.50	1.50	26
Total Regular Staffing	15.00	14.00	14.00	17.13	17.13	19.75	19.75	n/a
Change from prior year	9.00	(1.00)	-	3.13	-	2.62	-	n/a
Funded on a One-time Basis:								
IT Analyst Applications	-	1.00	1.00	1.00	1.00	-	-	35
Grand Total Staffing	15.00	15.00	15.00	18.13	18.13	19.75	19.75	n/a

MAYOR’S OFFICE DEPARTMENT OVERVIEW

Responsible Manager: Mayor Jim Ferrell

PURPOSE/DESCRIPTION:

The Mayor’s Office is the executive branch of City government and includes the Mayor, who is elected by and represents the people of Federal Way. The Mayor’s Office provides management direction and coordination of all City departments and activities, in accordance with policies and direction of the Mayor/City Council.

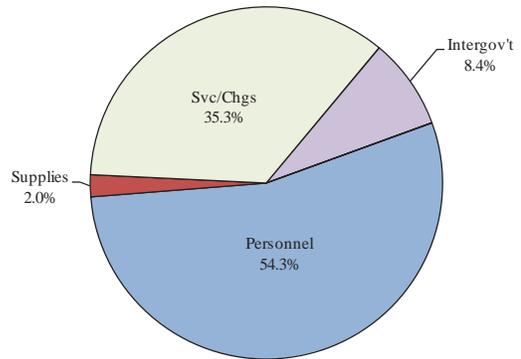
The Federal Way City Council meetings are held the first and third Tuesday of each month at 7:00 p.m. Public comments are welcome at the beginning of each meeting. The Council has three working committees: Finance, Economic Development and Regional Affairs Committee; Land Use and Transportation Committee;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

The Mayor’s Office also manages City programs for information technology, intergovernmental relations, media, and community relations.

GOALS/OBJECTIVES:

- Implement the city’s Economic Development initiatives.
- Facilitate Council decision making and policy development by providing unbiased, thorough, and professional analysis.
- Carryout Mayor/City 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.

2015 Proposed Expenditures by Category



DEPARTMENT SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
31X	Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 51,076	\$ 51,076	\$ 51,076	n/a
33X	Intergovernmental	16,167	37,154	-	-	-	-	-	-	n/a
34X	Charges for Services	1,875,908	1,828,595	2,045,015	2,387,145	2,387,145	2,083,188	2,090,262	(303,957)	-12.7%
36X	Miscellaneous	64,928	42,818	48,800	48,800	48,800	48,800	48,800	-	0.0%
39X	Other Financing Sources	246,634	389,703	256,695	460,110	460,110	167,010	170,088	(293,101)	-63.7%
Total Revenues:		\$ 2,203,636	\$ 2,298,270	\$ 2,350,510	\$ 2,896,055	\$ 2,896,055	\$ 2,350,074	\$ 2,360,226	\$ (545,982)	-18.9%
<i>General Fund Operating Expenditure Summary:</i>										
MO	Admin ¹	990,383	1,022,254	1,045,985	1,267,603	1,267,603	1,078,793	1,093,102	(188,810)	-14.9%
ED	Economic Development	155,165	111,651	130,442	364,864	260,085	208,289	208,478	(156,575)	-42.9%
CK	City Clerk	317,626	418,556	422,099	525,356	525,356	464,325	557,590	(61,031)	-11.6%
HR	Human Resources	348,721	395,857	452,383	541,185	541,185	400,512	409,106	(140,673)	-26.0%
Subtotal Operating Exp.:		\$ 1,811,896	\$ 1,948,318	\$ 2,050,909	\$ 2,699,008	\$ 2,594,229	\$ 2,151,919	\$ 2,268,277	\$ (547,089)	-20.3%
<i>Other Funds Operating Expenditure Summary:</i>										
101	Emergency Operations	199,548	187,353	180,773	338,463	338,463	195,010	198,088	(143,454)	-42.4%
114	Proposition 1	-	-	-	-	-	51,076	51,076	51,076	n/a
502/503	Information Technology	1,696,385	1,907,036	1,931,711	2,523,952	2,523,954	2,097,468	2,601,627	(426,484)	-16.9%
Subtotal Operating Exp.:		\$ 1,895,932	\$ 2,094,389	\$ 2,112,485	\$ 2,862,416	\$ 2,862,418	\$ 2,343,554	\$ 2,850,791	\$ (518,862)	-18.1%
Total Expenditures:		\$ 3,707,828	\$ 4,042,707	\$ 4,163,393	\$ 5,561,423	\$ 5,456,646	\$ 4,495,473	\$ 5,119,068	\$ (1,065,950)	-19.2%

MAYOR'S OFFICE DEPARTMENT OVERVIEW
Responsible Manager: Mayor Jim Ferrell

HIGHLIGHTS/CHANGES:

The Mayor's Office's proposed operating budget totals \$4,495,463 in 2015 and \$5,119,056 in 2016. This is a 19.2% or \$1,065,954 decrease from the 2014 adjusted budget. Major line items changes include:

- **Salaries and Wages** – Net increase of \$67,548 due to addition of 1.0 FTE Administrative Assistant, reclassification of Communications and Government Affairs Manager, full-year funded 1.0 FTE Chief of Staff, elimination of Community Development Director out of Economic Development, and having 1.0 FTE Economic Development Director in this division, elimination of one-time IT Analyst and temporary help, addition of 1.0 FTE GIS Technician, and increasing .88 FTE Deputy City Clerk to 1.5 FTE Deputy City Clerk.
- **Supplies** - Decrease of \$4,877 due to elimination of CERT program and moving supplies from employee recognition of incentive pay line item.
- **Services and Charges** – Decrease of \$485,107 due to elimination of one-time Human Resources recruiting services; elimination of one-time funded branding initiative, highline community college contract, and city center redevelopment funding, elimination of City share payment for Joint EOC because it does not come out of an expenditure account, not restoring one-time professional service contract for Microsoft agreement, eliminating one-time portion of labor negotiations, and moving wellness program to health insurance fund.
- **Intergovernmental** – Decrease of \$124,237 due to elimination of portion of Federal Way Community Center Membership that was put into one-time and not spent, and due to elimination of a portion of election services for 2015.
- **Internal Service** – Decrease of \$261,326 due to moving all internal service charges to non-departmental.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
31X	Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 51,076	\$ 51,076	\$ 51,076	n/a
33X	Intergovernmental	16,167	37,154	-	-	-	-	-	-	n/a
34X	Charges for Services	1,875,908	1,828,595	2,045,015	2,387,145	2,387,145	2,083,188	2,090,262	(303,957)	-12.7%
36X	Miscellaneous	64,928	42,818	48,800	48,800	48,800	48,800	48,800	-	0.0%
39X	Other Financing Source	246,634	389,703	256,695	460,110	460,110	167,010	170,088	(293,101)	-63.7%
Total Revenues:		\$ 2,203,636	\$ 2,298,270	\$ 2,350,510	\$ 2,896,055	\$ 2,896,055	\$ 2,350,074	\$ 2,360,226	\$ (545,982)	-18.9%
<i>Expenditure Summary:</i>										
1XX	Salaries and Wages	1,212,007	1,220,196	1,249,814	1,653,026	1,653,026	1,720,574	1,753,102	67,548	4.1%
2XX	Benefits	364,638	385,802	452,242	536,615	536,615	509,692	530,566	(26,923)	-5.0%
3XX	Supplies	54,113	60,711	83,131	87,498	87,498	82,621	82,621	(4,877)	-5.6%
4XX	Services and Charges	1,279,731	1,231,791	1,491,242	1,935,741	1,830,962	1,450,634	1,435,034	(485,107)	-25.1%
5XX	Intergovernmental	245,949	344,115	369,175	468,412	468,412	344,175	434,175	(124,237)	-26.5%
6XX	Capital Outlays	334,554	388,420	269,150	618,799	618,799	387,767	883,558	(231,032)	-37.3%
9XX	Internal Service	216,835	224,431	248,635	261,326	261,326	-	-	(261,326)	-100.0%
0XX	Other Financing Use	-	187,238	-	-	-	-	-	-	n/a
Total Expenditures:		\$ 3,707,828	\$ 4,042,705	\$ 4,163,389	\$ 5,561,417	\$ 5,456,638	\$ 4,495,463	\$ 5,119,056	\$ (1,065,954)	-19.2%

MAYOR’S OFFICE ADMINISTRATION

Responsible Manager: Mayor Jim Ferrell

PURPOSE/DESCRIPTION:

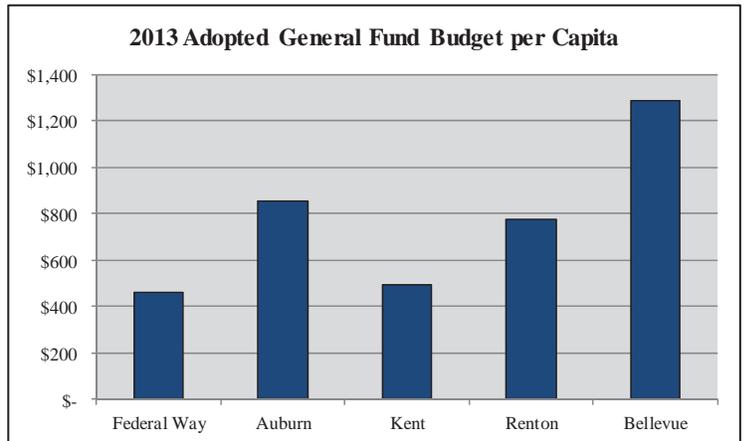
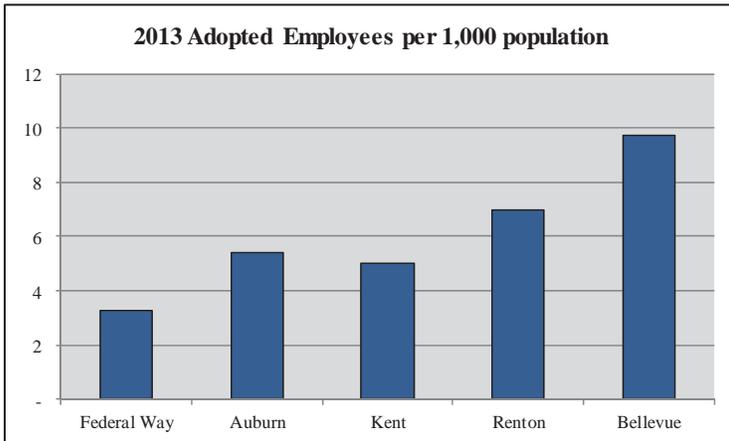
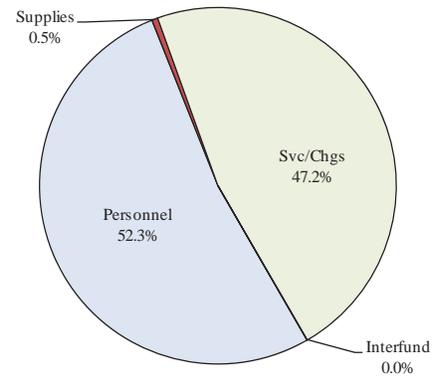
The Mayor’s Office Administration includes the Mayor, communications, public defender, and government affairs.

The Mayor’s Office implements Council’s vision and also oversees the Federal/State Lobbyist and media relations.

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
- Communicate the City’s vision, mission and goals as well as day-to-day service information to constituents and key stakeholders.

2015 Proposed Expenditures by Category



PERFORMANCE MEASURES:

Type/Description	2013	2014	2015	2016
Workload Measures:				
• Total FTEs managed ¹	303.90	311.88	322.20	322.20
• Total expenditure budget managed (in millions of \$)	\$129	\$152	\$107	\$106
• Number of Media Releases	20	20	20	20
Outcome Measures:				
• Overall Citizen Satisfaction (% rating Satisfied to Very Satisfied)	N/A	N/A	N/A	N/A
• Percent of CIP constructed vs. budget	N/A	N/A	N/A	N/A
Efficiency Measures:				
• Employees per 1000 population ²	3	3	3	3
• General fund budget per capita ²	\$473	\$469	\$515	\$545

1. Includes total authorized Full-Time Equivalents (FTE).
 2. Population based on 2014 figures.
 3. 2015 Adopted Employees per 1,000 Population; Adopted Employees was used for comparison factor to other cities.

MAYOR'S OFFICE ADMINISTRATION
Responsible Manager: Mayor Jim Ferrell

POSITION INVENTORY:

Positions	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	Grade
			Adopted	Adjusted	Projected			
Mayor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	61
Chief of Staff				1.00	1.00	1.00	1.00	58f
Communications & Govt Affairs Manager	-	-	-	1.00	1.00	1.00	1.00	47
Communications & Grant Coordinator	1.00	1.00	1.00	-	-	-	-	39
Executive Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00	31
Administrative Assistant	-	-	-	-	-	1.00	1.00	18
Total Regular Staffing	3.00	3.00	3.00	4.00	4.00	5.00	5.00	n/a
Change from prior year	(1.00)	-	-	1.00	-	1.00	-	n/a
Grand Total Staffing	3.00	3.00	3.00	4.00	4.00	5.00	5.00	n/a

HIGHLIGHTS/CHANGES:

The Mayor's Office proposed operating budget totals \$1,129,869 in 2015 and \$1,144,178 in 2016. This is a 10.9% or \$137,734 decrease from the 2014 adjusted budget. Major line items changes include:

- **Salaries and Wages** – Increase of \$96,253 due to addition of 1.0 FTE Administrative Assistant, reclassification for Communications and Government Affairs Manager, and full-year funded 1.0 FTE Chief of Staff.
- **Services and Charges** – Decrease of \$52,171 due to elimination of one-time Human Resources recruiting services.
- **Internal Service** – Decrease of \$180,541 due to moving all internal service charges to non-departmental.

REVENUE AND EXPENDITURE SUMMARY:
MAYOR'S OFFICE ADMINISTRATION – GENERAL FUND

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
33X	Intergovernmental	\$ 8,552	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	n/a
39X	Other Financing Source	56,629	58,438	59,336	59,336	59,336	-	-	(59,336)	-100.0%
Total Revenues:		\$ 65,181	\$ 58,438	\$ 59,336	\$ 59,336	\$ 59,336	\$ -	\$ -	\$ (59,336)	-100.0%
<i>Expenditure Summary:</i>										
1XX	Salaries and Wages	260,233	250,477	234,576	371,315	371,315	467,568	476,218	96,253	25.9%
2XX	Benefits	80,399	78,730	87,448	124,704	124,704	123,429	129,088	(1,276)	-1.0%
3XX	Supplies	5,449	4,309	6,070	6,070	6,070	6,070	6,070	-	0.0%
4XX	Services and Charges	506,403	518,500	547,973	584,973	584,973	481,726	481,726	(103,247)	-17.6%
9XX	Internal Service	137,898	147,239	169,918	180,541	180,541	-	-	(180,541)	-100.0%
0XX	Other Financing Use	-	23,000	-	-	-	-	-	-	n/a
Total Expenditures:		\$ 990,383	\$ 1,022,254	\$ 1,045,985	\$ 1,267,603	\$ 1,267,603	\$ 1,078,793	\$ 1,093,102	\$ (188,810)	-14.9%

MAYOR'S OFFICE ADMINISTRATION – PROPOSITION 1 FUND

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
	Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 51,076	\$ 51,076	\$ 51,076	n/a
Total Revenues:		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 51,076	\$ 51,076	\$ 51,076	n/a
<i>Expenditure Summary:</i>										
4XX	Services and Charges	-	-	-	-	-	51,076	51,076	51,076	n/a
Total Expenditures:		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 51,076	\$ 51,076	\$ 51,076	n/a

ECONOMIC DEVELOPMENT

Responsible Manager: Tim Johnson, Director

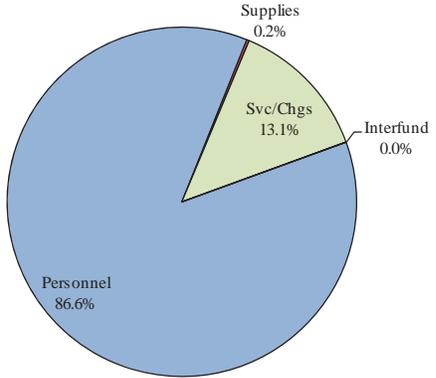
PURPOSE/DESCRIPTION:

The Department houses the City’s Economic Development function. Economic Development is comprised of three main areas of activity: business retention and attraction, city center redevelopment, and tourism. Growth in all of these areas of activity acts to increase the city’s economic base, grow jobs, and enhance stability.

GOALS/OBJECTIVES:

- Promote and encourage growth of existing businesses through a business-friendly regulatory environment; productive working relationship with businesses, business organizations and the Chamber of Commerce; and assistance to businesses through the City-funded Small Business Development Center, and where applicable, CDBG-funded financial aid.
- Encourage new businesses to locate in Federal Way through advertising and direct-mail appeals, partnership with the Chamber on the business incubator, partnership with EnterpriseSeattle on the Cascadia MedTech medical device business incubator, and quick, friendly and informative response to any and all inquiries by City staff, website, etc.
- Promote City Center redevelopment through continued aggressive pursuit of redevelopment of the former AMC Theaters site, development of the Performing Arts and Conference Center, assistance and support to private developers (including potential LIFT assistance for related infrastructure improvements), and continual review and revision of the applicable regulatory provisions to optimize development opportunities.
- Continue to promote activities that draw visitors and tourists to Federal Way, together with the resultant economic activity they generate. Using lodging tax revenues, continue to promote events, especially events of national/international reach that bring the greatest numbers of visitors from the greatest distance; continue advertising in appropriate media; continue strategic investments, such as event banners, attraction signage, etc.

2015 Proposed Expenditures by Category



POSITION INVENTORY:

Positions	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	Grade
			Adopted	Adjusted	Projected			
General Fund:								
Director-Economic Development	0.50	0.50	0.50	1.00	1.00	1.00	1.00	58I
Total General Fund:	0.50	0.50	0.50	1.00	1.00	1.00	1.00	n/a
Total Regular Staffing	0.50	0.50	0.50	1.00	1.00	1.00	1.00	n/a
<i>Change from prior year</i>	-	-	-	0.50	-	-	-	n/a
Grand Total Staffing	0.50	0.50	0.50	1.00	1.00	1.00	1.00	n/a

ECONOMIC DEVELOPMENT
Responsible Manager: *Tim Johnson, Director*

HIGHLIGHTS/CHANGES:

The Economic Development Division proposed operating budget totals \$208,289 in 2015 and \$208,478 in 2016. This is a 42.9% or \$156,575 decrease from the 2014 adjusted budget. Major line item changes include:

- **Salaries and Wages** – Decrease of \$19,011 due to moving a portion of Community Development Director out of Economic Development, and having 1.0 FTE Economic Development Director in this division.
- **Services and Charges** – Decrease of \$134,779 due to elimination of one-time funded branding initiative, highline community college contract, and city center redevelopment funding.
- **Internal Service** – Decrease of \$2,921 due to moving all internal service charges to non-departmental.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
36X	Miscellaneous	\$ 9,850	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
Total Revenues:		\$ 9,850	\$ -	n/a						
<i>Expenditure Summary:</i>										
1XX	Salaries and Wages	57,479	57,840	57,840	156,367	156,367	137,356	138,716	(19,011)	-12.2%
2XX	Benefits	12,652	13,751	14,456	42,933	42,933	43,068	41,897	136	0.3%
3XX	Supplies	422	477	475	475	475	475	475	-	0.0%
4XX	Services and Charges	79,976	36,996	54,890	162,169	57,390	27,390	27,390	(134,779)	-83.1%
9XX	Internal Service	4,637	2,587	2,782	2,921	2,921	-	-	(2,921)	-100.0%
Total Expenditures:		\$ 155,165	\$ 111,651	\$ 130,442	\$ 364,864	\$ 260,085	\$ 208,289	\$ 208,478	\$ (156,575)	-42.9%

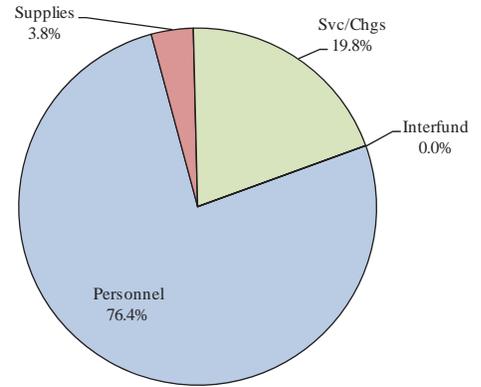
EMERGENCY MANAGEMENT

Responsible Manager: Ray Gross, C.E.M., Emergency Manager

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 constant readiness. Emergency Management also outreaches to the community, offering training and education materials or presentation on preparedness.

2015 Proposed Expenditures by Category



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.

PERFORMANCE MEASURES:

Type/Description	2013	2014	2015	2016
Workload Measures:				
• NIMS ICS Compliance				
• Update GFW Emergency Management Plan to be NIMS compliant	1	1	1	1
• Conduct Emergency Management table top/functional exercises for staff assigned to the GFW EOC	2	2	3	3
• Conduct monthly Emergency Management oversight and planning committee meetings	12	12	11	11
Outcome Measures:				
• Number of people trained in NIMS ICS Training	25	25	30	30
• Number of table top exercises conducted	2	2	3	3
Efficiency Measures:				
• Training GFW EOC staff in NIMS ICS	100%	100%	100%	100%
• Conducting exercises and EOC activation	2	2	3	3
• Public Education and Involvement Meetings	4	4	12	12

POSITION INVENTORY:

Positions	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	Grade
			Adopted	Adjusted	Projected			
Emergency Manager	-	-	-	1.00	1.00	1.00	1.00	50
Total Regular Staffing	-	-	-	1.00	1.00	1.00	1.00	n/a
Change from prior year	(1.00)	-	-	1.00	-	-	-	n/a
Grand Total Staffing	-	-	-	1.00	1.00	1.00	1.00	n/a

EMERGENCY MANAGEMENT
Responsible Manager: Ray Gross, C.E.M., Emergency Manager

HIGHLIGHTS/CHANGES:

The proposed operating budget totals \$195,010 in 2015 and \$198,088 in 2016. This is a 42.4% or \$143,454 decrease from the 2014 adjusted budget.

Major line item changes include:

- **Supplies** – Decrease of \$2,500 due to elimination of CERT program
- **Services and Charges** – Decrease of \$128,340 due to elimination of City share payment for Joint EOC because it does not come out of an expenditure account.
- **Internal Services** – Decrease of \$11,119 due to moving all internal service charges to non-departmental.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
33X	Intergovernmental	\$ 7,615	\$ 37,154	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
36X	Miscellaneous	28,000	28,300	28,000	28,000	28,000	28,000	28,000	-	0.0%
39X	Other Financing Source	163,933	121,899	152,773	310,463	310,463	167,010	170,088	(143,454)	-46.2%
Total Revenues:		\$ 199,548	\$ 187,353	\$ 180,773	\$ 338,463	\$ 338,463	\$ 195,010	\$ 198,088	\$ (143,454)	-42.4%
<i>Expenditure Summary:</i>										
1XX	Salaries & Wages	104,657	98,985	88,464	113,219	113,219	108,838	109,915	(4,381)	-3.9%
2XX	Benefits	33,149	34,977	35,176	37,225	37,225	40,112	42,113	2,887	7.8%
3XX	Supplies	2,735	3,641	9,900	9,900	9,900	7,400	7,400	(2,500)	-25.3%
4XX	Services and Charges	38,917	38,050	36,160	167,000	167,000	38,660	38,660	(128,340)	-76.9%
5XX	Intergovernmental	8,343	-	-	-	-	-	-	-	n/a
9XX	Internal Services	11,747	11,699	11,073	11,119	11,119	-	-	(11,119)	-100.0%
Total Expenditures:		\$ 199,548	\$ 187,353	\$ 180,773	\$ 338,463	\$ 338,463	\$ 195,010	\$ 198,088	\$ (143,454)	-42.4%

INFORMATION TECHNOLOGY

Responsible Manager: *Thomas Fichtner, Information Technology Manager*

PURPOSE/DESCRIPTION:

The Information Technology Division receives its operating funds from the Information Technology Fund. The fund also accumulates money to replace capital equipment and software as needed. Program costs are recovered via interfund charges. The fund is designed to account for all costs associated with city information technology needs and services. This includes designing, purchasing, configuring, maintaining, supporting and upgrading all data, voice, and video systems; manage contracted services, staff training; Geographical Information Systems (GIS); Government Access Channel (GAC) broadcasting; cable; Internet/Intranet (WWW) services; and mail and duplications.

Information Technology Services include technical services, support, and enhancements to the city's information technology systems. These services cover all data processing hardware and software including applications, operating systems, special systems, networks, LAN/WAN/MAN, staff training, equipment acquisitions, contract/project management, database administration, programming and all other items related to city's computing needs.

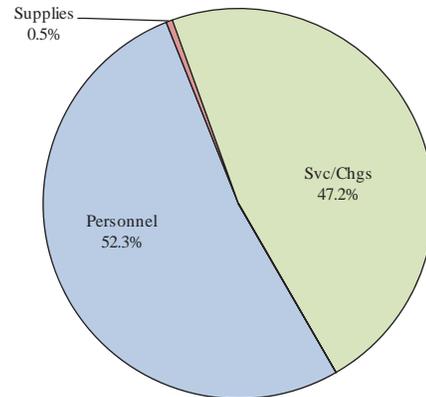
Communication Services include technical services, support, maintenance and enhancements for city telephone systems, cellular phones, pagers, radio equipment, building wiring and all other communications-related needs.

Geographical Information System (GIS) services include developing and maintaining the city's spatial database, producing maps, analyzing data, generating reports, providing staff training, and developing user-friendly interfaces for staff and public to the city's GIS. This division provides production and support resources to all city departments.

A/V, Government Access Channel (GAC) & Cable Rate Services include local government information broadcasting (live-broadcast City Council meetings and taped video programs, as well as news, events, and general city information via billboard-type messages). In addition, the division oversees cable TV franchise agreements and regulations, and is responsible for coordinating and responding to citizens' complaints regarding cable services.

Internet, Intranet, & Web Services include developing and maintaining the city's web, FTP, SMTP, VPN, and IGN services; providing training for staff; monitoring system security; developing interfaces; and integrating internal systems with Internet services. We will continue to enhance our web services, to include more online documents, applications, and forms; online payments; and e-commerce.

2015 Proposed Expenditures by Category



GOALS/OBJECTIVES:

- Support City goals and department objectives through automation
- Excellent customer service, staff support and training
- Understand departments' business processes and needs.
- Streamline City operations through integration and systems automation.
- Keep informed of technology trends, enhancements, and capabilities.
- Seek new technology and apply where it is cost effective.
- Improve access to City services and information through WWW and other online systems
- Provide stable and reliable information technology infrastructure.
- Provide up-to-date hardware and software tools for staff.
- Be proud and confident in what we do.

INFORMATION TECHNOLOGY

Responsible Manager: *Thomas Fichtner, Information Technology Manager*

PERFORMANCE MEASURES:

Type/Description	2013	2014	2015	2016
Workload Measures:				
Information Systems				
• New systems implementation	2	1	2	2
• Users served	400	400	400	400
• Personal computers (PCs) maintained	500	500	500	500
• Number of support calls received annually	2,700	3,100	3,200	3,200
• Number of applications maintained	112	113	114	115
• Number of Servers / LAN / WAN	56	57	60	62
Communication				
• Number of phones operated and maintained	380	380	380	380
• Number of cellular phones operated and maintained.	150	155	150	155
• Number of pagers operated and maintained	1	1	1	1
• WEB site visits	480,000	480,000	480,000	480,000
• Number of radios maintained	236	236	236	236
GIS				
• Number of map requests and analyses	260	250	260	250
• Number of standard data layers	640	640	640	640
GAC/web				
• Number of web pages maintained	1,050	1,100	1,050	1,100
• Number of Bulletin pages broadcasted	123	125	123	125
• Hours of TV broadcasting per day	24	24	24	24
• Number of Cable customer calls handled	40	45	45	45
Outcome Measures:				
Information Systems				
• Percent technical response within 2-4 hours	80.0%	80.0%	80.0%	80.0%
• Percent IT system up-time during normal business hours	99.5%	99.5%	99.5%	99.5%
Communication				
• Percent communications up-time during normal business hours	99.9%	99.9%	99.9%	99.9%
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	26	25	25	25

POSITION INVENTORY:

Positions	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	Grade
			Adopted	Adjusted	Projected			
IT Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	55a
IT Supervisor/Systems & Help Desk	1.00	1.00	1.00	1.00	1.00	1.00	1.00	44
IT Analyst Applications/GIS	3.00	1.00	1.00	1.00	1.00	1.00	1.00	39
IT Analyst Systems	1.00	1.00	1.00	1.00	1.00	1.00	1.00	39
IT Technician II	-	2.00	2.00	2.00	2.00	2.00	2.00	32
IT Technician I	1.00	-	-	-	-	-	-	29
IT Specialist/Web,App, Security	-	-	-	-	-	1.00	1.00	35
Total Regular Staffing	7.00	6.00	6.00	6.00	6.00	7.00	7.00	n/a
Change from prior year	-	(1.00)	-	-	-	1.00	-	n/a
Funded on a One-time Basis:								
IT Analyst Applications	-	1.00	1.00	1.00	1.00	-	-	35
Grand Total Staffing	7.00	7.00	7.00	7.00	7.00	7.00	7.00	n/a

INFORMATION TECHNOLOGY

Responsible Manager: *Thomas Fichtner, Information Technology Manager*

HIGHLIGHTS/CHANGES:

The overall Information proposed operating budget totals \$2,097,468 in 2015 and \$2,601,627 in 2016. This is a 16.9% or \$426,484 decrease from the 2014 adjusted budget which accounts for information systems, geographical information systems, telecommunications, government access channel and web services, mail & duplication, and support for all City departments including public safety and municipal court. Major line items changes include:

- **Salaries and Wages** – Net decrease of \$66,084 due to elimination of one-time IT Analyst and temporary help, and addition of 1.0 FTE GIS Technician.
- **Services and Charges** – Net decrease of \$94,919 primarily due to not restoring one-time professional service contract for Microsoft agreement, and adding various contract increases for IT services.
- **Capital Outlay** – Decrease of \$231,032 due to fewer capital purchases for IT equipment.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
502	Charges for Services	\$ 1,733,870	\$ 1,706,307	\$ 1,895,978	\$ 2,238,108	\$ 2,238,108	\$1,954,706	\$1,961,780	\$ (283,402)	\$ (0)
502	Miscellaneous	26,399	13,836	19,000	19,000	19,000	19,000	19,000	-	0.0%
502	Other Financing Source	-	168,645	-	45,725	45,725	-	-	(45,725)	-100.0%
503	Charges for Services	142,038	122,289	149,037	149,037	149,037	128,482	128,482	(20,555)	-13.8%
503	Miscellaneous	267	312	-	-	-	-	-	-	n/a
Total Revenues:		\$ 1,902,573	\$ 2,011,388	\$ 2,064,015	\$ 2,451,870	\$ 2,451,870	\$2,102,188	\$2,109,262	\$ (349,682)	-14.3%
<i>Expenditure Summary:</i>										
1XX	Salaries and Wages	479,478	501,038	554,684	648,009	648,009	581,925	596,124	(66,084)	-10.2%
2XX	Benefits	155,046	169,951	217,813	222,526	222,526	186,083	195,850	(36,443)	-16.4%
3XX	Supplies	43,434	50,669	64,566	64,566	64,566	66,556	66,556	1,990	3.1%
4XX	Services and Charges	559,955	517,003	700,769	845,321	845,321	750,402	734,802	(94,919)	-11.2%
5XX	Intergovernmental	123,918	115,716	124,725	124,725	124,725	124,725	124,725	-	0.0%
6XX	Capital Outlays	334,554	388,420	269,150	618,799	618,799	387,767	883,558	(231,032)	-37.3%
0XX	Other Financing Use	-	164,238	-	-	-	-	-	-	n/a
Total Expenditures:		\$ 1,696,385	\$ 1,907,036	\$ 1,931,711	\$ 2,523,952	\$ 2,523,954	\$2,097,468	\$2,601,627	\$ (426,484)	-16.9%

HUMAN RESOURCES

Responsible Manager: *Jean Stanley, Manager*

PURPOSE/DESCRIPTION:

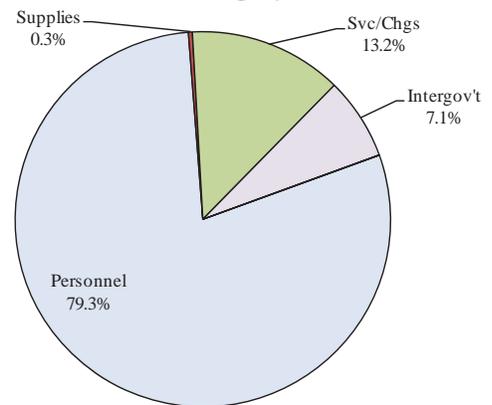
This program provides management, administration, and coordination of the City’s human resources functions and support of organizational development. The purpose of the program is to maintain a fair and equitable human resource management system by balancing the needs of employees and the City and to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

In addition, the division provides the support services of city-wide purchasing of stationery, 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 employee/labor relations.
- Promote employee wellness, safety, productivity, and high performance.
- Ensure compliance with laws and regulations.
- Maintain consistency and fairness when implementing policy, decisions, and direction.

2015 Proposed Expenditures by Category



PERFORMANCE MEASURES:

Type/Description	2013	2014	2015	2016
Workload Measures:				
• Number of employee applications processed	2060	2000	2000	2000
• Number of recruitments coordinated	62	65	60	60
• Number of training hours provided	800	600	600	600
Number of Wellness Your Way Accounts Managed	87	353	400	400
Number of Onsite Biometric Participation	86	154	200	200
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	9%	5%	10%	10%
• Percent of minority employees in City workforce	17%	17%	17%	17%
• Worker’s compensation experience factor	.10158	.9533	.7200	.7000

POSITION INVENTORY:

Positions	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	Grade
			Adopted	Adjusted	Projected			
Human Resources Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	51a
Human Resources Technician	1.00	1.00	1.00	1.75	1.75	1.75	1.75	29
Human Resources Assistant	0.75	0.75	0.75	0.50	0.50	0.50	0.50	18
Total Regular Staffing	2.75	2.75	2.75	3.25	3.25	3.25	3.25	n/a
Change from prior year	-	-	-	0.50	-	-	-	n/a
Grant Total Staffing	2.75	2.75	2.75	3.25	3.25	3.25	3.25	n/a

HUMAN RESOURCES

Responsible Manager: Jean Stanley, Manager

HIGHLIGHTS/CHANGES:

The Human Resource Division’s proposed operating budget totals \$400,512 in 2015 and \$409,106 in 2016. This is a 26.0% or \$140,673 decrease from the 2014 adjusted budget. Major line item changes include:

- **Supplies** – Decrease of \$4,367 due to moving supplies for employee recognition to incentive pay line item.
- **Services and Charges** – Decrease of \$74,898 due to eliminating one-time portion of labor negotiations, and moving wellness program to the health insurance fund.
- **Intergovernmental** – Decrease of \$25,000 due to eliminating a portion of Federal Way Community Center Membership that was put into one-time and not spent.
- **Internal Service** - Decrease of \$42,532 due to moving all internal service charges to non-departmental.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
36X	Miscellaneous	\$ 412	\$ 369	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800	-	0.0%
39X	Other Financing Source	26,072	40,721	44,586	44,586	44,586	-	-	(44,586)	-100.0%
Total Revenues:		\$ 26,484	\$ 41,090	\$ 46,386	\$ 46,386	\$ 46,386	\$ 1,800	\$ 1,800	\$ (44,586)	-96.1%
<i>Expenditure Summary:</i>										
1XX	Salaries and Wages	182,911	184,873	187,114	234,099	234,099	239,071	244,225	4,972	2.1%
2XX	Benefits	55,897	58,680	66,096	77,471	77,471	78,622	82,063	1,151	1.5%
3XX	Supplies	1,696	857	1,370	5,737	5,737	1,370	1,370	(4,367)	-76.1%
4XX	Services and Charges	39,777	81,000	103,068	127,896	127,896	52,998	52,998	(74,898)	-58.6%
5XX	Intergovernmental	28,790	30,534	53,450	53,450	53,450	28,450	28,450	(25,000)	-46.8%
9XX	Internal Service	39,650	39,913	41,285	42,532	42,532	-	-	(42,532)	-100.0%
Total Expenditures:		\$ 348,721	\$ 395,857	\$ 452,383	\$ 541,185	\$ 541,185	\$ 400,512	\$ 409,106	\$ (140,673)	-26.0%

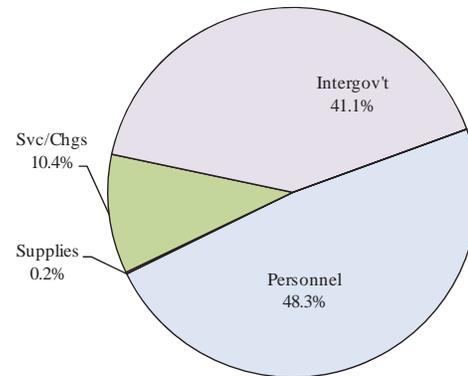
CITY CLERK

Responsible Manager: *Stephanie Courtney*

PURPOSE/DESCRIPTION:

The City Clerk’s function is to act as the clerk of the Council for all City Council Meetings; prepare Council meeting agendas, materials, and official minutes; maintain an effective records retention/destruction schedule for all city records per State guidelines; administer requests for public documents in accordance with the Public Discloser Act; maintain and update information about the City, Council, and Council-appointed Commissioners/Committees; coordination of Commission/Board vacancy and appointment process; administer Oaths of Office to Elected Officials; Prepare and ensure timely publication of Public Notices; maintain the official City records and files, including Ordinances, Resolutions, and Contacts/Agreements; coordination of the City’s Land Use Hearing Examiner program; Enforce Business Licensing regulations; perform Notary Public services; and complete all other special projects as assigned.

2015 Proposed Expenditures by Category



GOALS/OBJECTIVES:

- Ensure smooth proceedings of City Council Regular and Special Meetings
- Provide consistent and accountable customer service to citizens, Councilmembers, and city staff by identifying opportunities to extend and improve services to meet the changing needs of our community.
- Facilitate the disclosure of public records in an open, timely, and transparent manner
- Enable citizens to actively engage through involvement and participation in public meetings
- Revise internal workflow procedures to reduce the need for unnecessary paper duplication of City Council meeting materials
- Increase online subscriptions to council meeting agendas and automatic notifications of public meetings.

PERFORMANCE MEASURES:

Type/Description	2013	2014	2015	2016
Workload Measures:				
• Number of public/legal notices prepared and published annually	25	25	25	25
• Number of agendas prepared and published annually	48	45	45	45
• Number of ordinances processed annually	19	26	25	35
• Number of resolutions processed annually	25	20	20	20
• Number of City agreements processed annually	237	215	225	225
• Number of hearing examiner public hearings coordinated and supervised	7	10	10	10
• Number of public record requests processed	213	260	275	275
• Boxes destroyed or transferred to State Archivist	200	200	150	150
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	100%	100%	100%	100%

CITY OF FEDERAL WAY 2015/2016 PROPOSED BUDGET

CITY CLERK

Responsible Manager: *Stephanie Courtney*

POSITION INVENTORY:

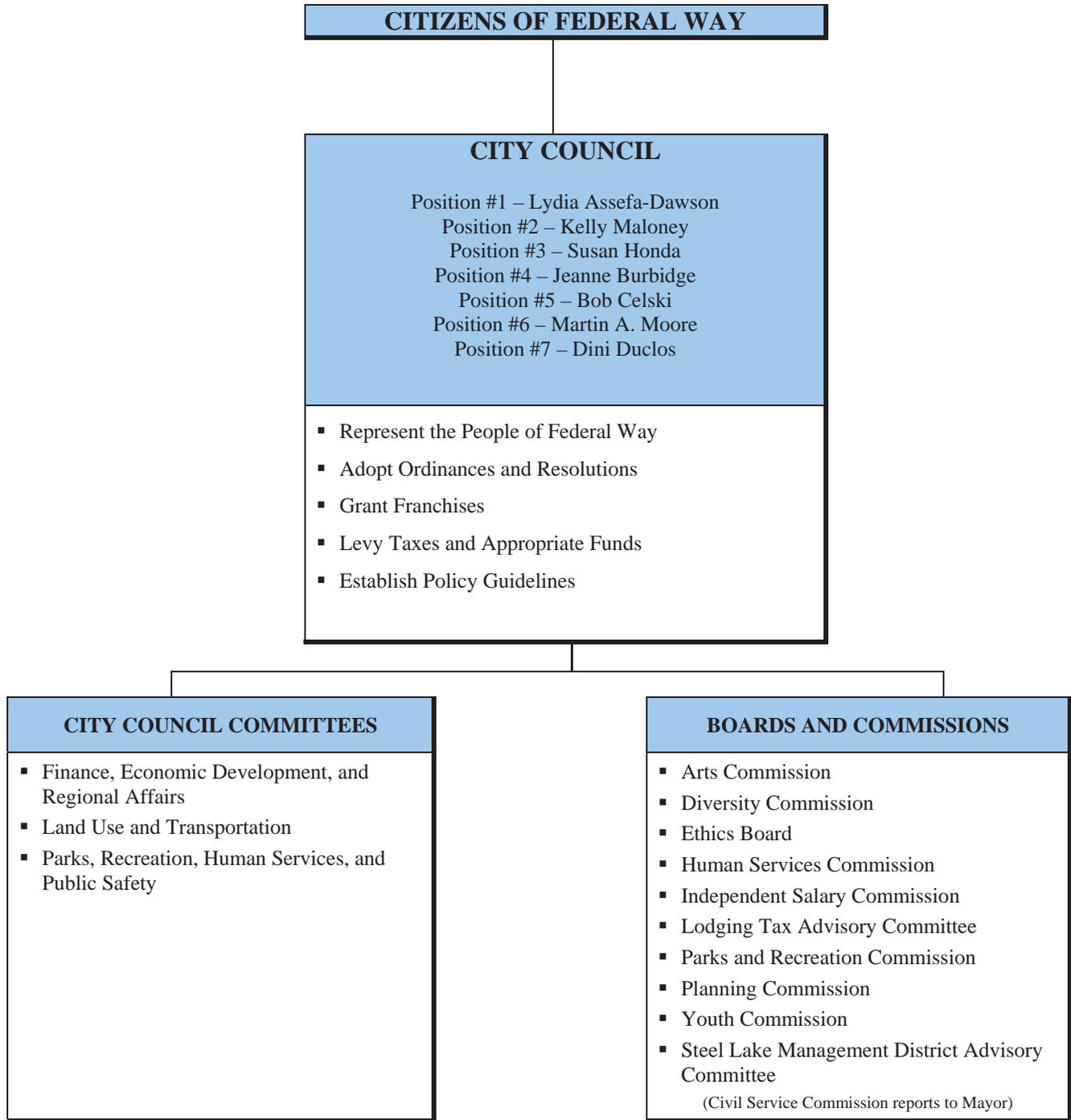
Positions	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	Grade
			Adopted	Adjusted	Projected			
City Clerk	1.00	1.00	1.00	1.00	1.00	1.00	1.00	40
Deputy City Clerk	0.75	0.75	0.75	0.88	0.88	1.50	1.50	26
Total Regular Staffing	1.75	1.75	1.75	1.88	1.88	2.50	2.50	n/a
<i>Change from prior year</i>	-	-	-	0.13	-	0.62	-	n/a
Grant Total Staffing	1.75	1.75	1.75	1.88	1.88	2.50	2.50	n/a

The City Clerk’s proposed operating budget totals \$464,325 in 2015 and \$557,590 in 2016. This is a 11.6% or \$61,031 decrease from the 2014 adjusted budget. Major line item changes include:

- **Salaries and Wages** – Increase of \$55,799 due to increasing .88 FTE Deputy City Clerk to 1.5 FTE Deputy City Clerk.
- **Intergovernmental** – Decrease of \$99,237 due to eliminating a portion of election services for 2015.
- **Internal Service** – Decrease of \$24,214 due to moving all internal service charges to non-departmental.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditure Summary:</i>										
1XX	Salaries and Wages	127,249	126,983	127,136	130,017	130,017	185,816	187,904	55,799	42.9%
2XX	Benefits	27,494	29,714	31,253	31,756	31,756	38,377	39,555	6,621	20.9%
3XX	Supplies	378	759	750	750	750	750	750	-	0.0%
4XX	Services and Charges	54,702	40,242	48,382	48,382	48,382	48,382	48,382	-	0.0%
5XX	Intergovernmental	84,898	197,865	191,000	290,237	290,237	191,000	281,000	(99,237)	-34.2%
9XX	Internal Service	22,905	22,993	23,578	24,214	24,214	-	-	(24,214)	-100.0%
Total Expenditures:		\$ 317,626	\$ 418,556	\$ 422,099	\$ 525,356	\$ 525,356	\$ 464,325	\$ 557,590	\$ (61,031)	-11.6%



CITY COUNCIL

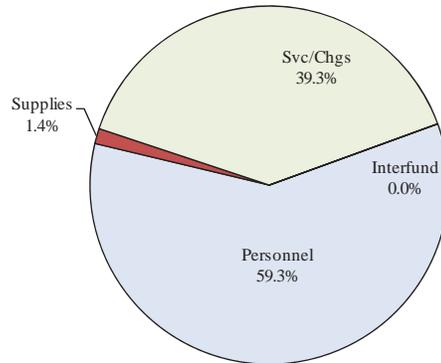
Responsible Manager: *Deputy Mayor Jeanne Burbidge*

PURPOSE/DESCRIPTION:

The City Council is the seven-member legislative branch of city government elected by and representing the people of Federal Way. Council Members elect one of their members as the Deputy Mayor and the Mayor is elected by Federal Way residents. 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, and establishment of compensation levels for City employees.

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 three working committees: Finance, Economic Development and Regional Affairs Committee; Land Use and Transportation Committee; and the Parks, Recreation, Human Services and Public Safety Committee. The Deputy Mayor appoints committee chairs annually. All committee meetings are open to the public.

2015 Proposed Expenditures by Category



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.

POSITION INVENTORY:

Positions	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	Grade
			Adopted	Adjusted	Projected			
Council Member*	3.50	3.50	3.50	3.50	3.50	3.50	3.50	n/a
Executive Assistant to Council	0.65	0.65	0.65	0.65	0.65	0.70	0.70	31
Total Regular Staffing	4.15	4.15	4.15	4.15	4.15	4.20	4.20	n/a
Change from prior year	-	-	-	-	-	0.05	-	n/a
Grand Total Staffing	4.15	4.15	4.15	4.15	4.15	4.20	4.20	n/a

*7 Council Members at 0.50 FTE each, includes Deputy Mayor.

CITY COUNCIL

Responsible Manager: Deputy Mayor Jeanne Burbidge

HIGHLIGHTS/CHANGES:

The City Council’s adopted operating budget totals \$367,442 in 2015 and \$371,587 in 2016. This is a 5.8% or \$22,471 decrease from the 2014 adjusted budget. Major line item changes include:

- **Services and Charges:** Increase of \$6,200 is due to addition for travel and training.
- **Internal Service:** Decrease of \$39,426 is due to moving all internal service charges to non-departmental.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
n/a	General Gov't	\$ 360,461	\$ 372,242	\$ 388,134	\$ 389,913	\$ 389,913	\$ 367,442	\$ 371,587	\$ (22,471)	-5.8%
Total Revenues:		\$ 360,461	\$ 372,242	\$ 388,134	\$ 389,913	\$ 389,913	\$ 367,442	\$ 371,587	\$ (22,471)	-5.8%
<i>Expenditure Summary:</i>										
1XX	Salaries & Wages	127,914	126,577	139,375	140,883	140,883	138,505	140,738	(2,378)	-1.7%
2XX	Benefits	59,895	63,720	65,936	66,199	66,199	79,332	81,245	13,134	19.8%
3XX	Supplies	3,196	3,930	5,035	5,035	5,035	5,035	5,035	-	0.0%
4XX	Services and Charges	132,961	137,979	138,370	138,370	138,370	144,570	144,570	6,200	4.5%
9XX	Internal Service	36,495	40,035	39,418	39,426	39,426	-	-	(39,426)	-100.0%
Total Expenditures:		\$ 360,461	\$ 372,242	\$ 388,134	\$ 389,913	\$ 389,913	\$ 367,442	\$ 371,587	\$ (22,471)	-5.8%

COUNCIL COMMITTEES ROLES AND RESPONSIBILITIES

FINANCE, ECONOMIC DEVELOPMENT, AND REGIONAL AFFAIRS COMMITTEE:

The Council’s Finance, Economic Development, and Regional Affairs Committee (FEDRAC) reviews issues and policies related to: the City's budget and fiscal affairs; financial operations; economic development activities; and legislative & regional relations. Items considered by FEDRAC on a regular basis are: county, state, and federal legislative issues; franchise agreements; equipment purchases; redevelopment efforts; economic development strategies; and financial reports. The City’s Lodging Tax Advisory Committee reports to FEDRAC. Committee Members serving for 2014 are: Councilmember Dini Duclos (Chair), Councilmember Bob Celski and Councilmember Martin A. Moore

Meetings are held the 4th Tuesday of each month at 4:30 p.m. in the Hylebos Conference Room (2nd Floor, next to Council Chambers) unless otherwise noted. Although the meetings are not televised, audio recordings can be downloading by visiting the City’s website at www.cityoffederalway.com.

LAND USE AND TRANSPORTATION COMMITTEE:

The Council’s Land Use Transportation Committee (LUTC) considers all zoning, planning, and transportation-related policies and issues. Items 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 LUTC. Committee members for 2013 are: Councilmember Bob Celski (Chair), Councilmember Lydia Assefa-Dawson, and Councilmember Kelly Maloney.

Meetings are held on 1st & 3rd Monday of each month at 5:30 PM in the Council Chambers at City Hall, unless otherwise noted.

PARKS, RECREATION, HUMAN SERVICES, AND PUBLIC SAFETY COMMITTEE:

The Parks, Recreation, Human Services and Public Safety Committee (PRHSPS) reviews issues related to these particular areas: development and construction of parks and other city facilities; human services; diversity; and public safety issues. The City’s Arts, Diversity, Human Services, Parks & Recreation, and Youth Commissions all report to PRHSPS. Committee members for 2013 are: Councilmember Susan Honda (Chair), Councilmember Dini Duclos and Councilmember Martin A. Moore.

Meetings are held the 2nd Tuesday of each month at 5:30 PM in the Hylebos Conference Room at City Hall, unless otherwise noted.

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**COMMUNITY DEVELOPMENT
DEPARTMENT**
Larry K. Frazier, AICP
Interim Director

- Overall Department Management/Organization
- Budget Management
- Personnel Matters
- Liaison to Economic Development Department
- Manage Current Land Use Applications & Building Permits
- Growth Management – Comprehensive Plan & Critical Areas
- Shoreline Management
- Regional Land Use & Transportation Issues

ADMINISTRATIVE SUPPORT
Tina Piety
Administrative Assistant II

- Administrative Support to the Director, Department Divisions, Lodging Tax Advisory Committee, and Planning Commission
- City-Wide Reception
- Passports
- Records Management

**PLANNING
DIVISION**

Isaac Conlen
Planning Manager

- Land Use Review
- Environmental Review
- Planning Commission Support
- Hearing Examiner Support
- Comprehensive Plan Management
- Development Code Revisions
- Rezones
- Annexations/PAA
- Special Reports
- Inter-jurisdictional Issues
- Permit Center and Processing

**BUILDING
DIVISION**

Mary Gillis, CBO
Building Official

- Administration of Building & Construction Codes
- Review of Construction Permits & Inspections of Buildings
- Enforcement of Washington State Code, Amendments, & City Construction Regulations
- Legislative and National Code Development & Ordinance Drafting
- Administration of Code Compliance Program, Including Enforcement of CD Regulations
- Permit Center & Processing

**COMMUNITY SERVICES
DIVISION**

Jeffrey Watson, AICP
Community Services Manager

- Community Development Block Grant Program
- Community Services General Fund Grant Programs
- Human Services Commission Support
- Diversity Commission Support
- CDBG Small Business Loans & Loan Review Advisory Committee Support
- Housing Repair Program & Housing Repair Loan Program
- Local and Regional Community Service Issues

COMMUNITY DEVELOPMENT DEPARTMENT OVERVIEW

Responsible Managers: *Larry Frazier, Isaac Conlen, Marty Gillis, Jeff Watson, and Tina Piety*

2013/2014 ACCOMPLISHMENTS

- Completed five comprehensive plan map amendments.
- Adopted comprehensive plan amendments addressing community gardens and urban agriculture.
- Made significant progress on major comprehensive plan update (to be completed by June 30, 2015).
- Made significant progress on critical areas code update (to be completed by June 30, 2015).
- Completed code amendment addressing the siting of Group Homes Type III.
- Completed code amendment addressing the siting of recreational marijuana businesses.
- Completed code amendment to improve and add flexibility to Community Design Guidelines.
- Completed code amendment to implement zoning regulations for a variety of types of urban agriculture, including community gardens.
- Made progress on code amendments relating to extending the Planned Action SEPA and simplifying the comprehensive plan selection process.
- Supported Law Department in adoption/extension of three moratoriums.
- Along with Public Works Department, worked collaboratively with Sound Transit and other agency staff to evaluate and review the EIS for the project extending light rail to Federal Way.
- Worked on a number of unusually large land use/subdivision reviews, including PACC land use approval, Park 16 multi-family housing, Kitts Corner multi-family housing, Highpoint mixed-use project, Celebration Senior Housing, Highpoint appeal, and Federal Way High School re-build.
- Worked on a wide variety of significant development projects, including Seattle Children’s Hospital re-location, Ross Plaza expansion, Alta cosmetics store, Dick’s Sporting Goods, Kohl’s Department Store building permit, new Progressive Claims Center, new Extreme Clean Car Wash, Super 8/Red Lion Pool addition, new O’Reilly Auto Parts store, new Taco Time restaurant, Mirror Lake Village Senior Housing, Federal Way Veteran’s Center, Palisades stair/bulkhead project, Mirror Lake subdivision, Creekwood subdivision, Steel Lake subdivision, and Soundview Manor subdivision. Also worked on a wide variety of smaller projects.
- Updated permit tracking system.
- Upgraded permitting system to allow electronic plan submittal and review.
- Successfully managed the Human Services General Fund grant process and administration of the grants for 38 programs; awarding a total of \$1,041,533 over two years.
- Successfully conducted the Housing Repair Loan Programs, serving 130 persons in 53 households.
- Awarded and administered \$188,360 in CDBG Community Services grants for five agencies.
- Awarded and administered \$405,240 in CDBG CERF grants for four agencies and several city programs.
- Initiated the CDBG Commercial Loan program’s first loan in late 2013.
- Prepared, submitted, and received approval from the US Department of Housing & Urban Development (HUD) for the city’s Section 108 Loan Guarantee Program.
- Successfully completed, in partnership with Habitat for Humanity, the Neighborhood Stabilization Program (NSP 3) to purchase and renovate 10 single family homes in the Westway neighborhood; providing housing and homeownership for 10 low-income families.
- Completed a Neighborhood Revitalization Strategy Area (NRSA) Plan for the Camelot/Lauralwood area of north Federal Way.
- Successfully managed 37 Community Enhancement Grant contracts totaling \$40,000.
- Completed and received approval from HUD for the CDBG Annual Action Plans for 2013 and 2014.
- Reduced archive storage by 500 boxes by consolidating and destroying records per the Washington State Records Retention Schedule.
- Participation in ‘Neighborhood Connection’ meetings.
- Provided building permit processing, plan review, and inspections of several large projects:
 - Commons Mall:
 - Kohl’s and new Northeast mall entrance
 - Dick’s Sporting Goods and new Northwest mall entrance
 - Total Wine (Ross Plaza)
 - Relocation of Billy McHale’s
 - Ulta Cosmetics
 - Wild Waves slide replacement and water quality treatment vault
 - O’Reilly’s Auto Care
 - Progressive Claim Center
 - Children’s Hospital
 - Celebration Senior Living East tower and community building.

COMMUNITY DEVELOPMENT DEPARTMENT OVERVIEW (CONTINUED)

- Several smaller tenant spaces in the mall
- Tilt – this project was reviewed and ready to issue, however was not permitted as a result of the mall entering into a lease with Dicks sporting goods.
- Large multifamily projects:
 - Park 16; High Point; Kitt’s Corner; Veterans Apartments; Federal Way Town Homes
- Federal Way High School portable classroom and phase 1 review.
- PACC preliminary review
- Starbucks one new store and three stores remodeled (new concept)
- Super 8/Red Lion pool
- Permit processing, and inspection of approximately 100 new single family dwellings in Wynstone East development.

2015/2016 ANTICIPATED KEY PROJECTS

- Complete Major Comprehensive Plan Update in 2015.
- Complete Critical Areas Ordinance Update in 2015.
- Issue PACC building permit (if not already issued in 2014).
- Issue Federal Way High School phases permits (if not already issued in 2014).
- Support economic development projects in the City Center and throughout the City.
- Make significant progress on long list of code amendments identified in the adopted Planning Commission Work Program.
- Continue to support the development process with timely land use and subdivision permit review and issuance.
- Support major redevelopment projects in the City Center and in neighborhoods as the economy strengthens.
- Continue to process code amendments with a focus on economic development.
- Continue to support the development process with timely land use and subdivision permit review and issuance.
- Provide regulatory support to the PACC, redevelopment of the former AMC Theaters site, Toys R Us sites and other potential City Center developments.
- Continue implementation of CDBG and Community Services General Fund programs, including monitoring of contracts of funded human service agencies.
- Continue to work on local and regional efforts to address housing and human service’s needs.
- Develop and submit to HUD the required 2015 and 2016 CDBG Action Plans.
- Continue the investment in the stability and expansion of Federal Way Small Businesses through the CDBG Commercial Loan Programs and the Commercial Exterior Improvement Program.
- Achieve HUD recognition that the city’s program properly administered the federal CDBG rules and regulations.
- Work with Public Health-Seattle & King County and other agencies to establish a sustainable model for operating a Public Health Clinic in Federal Way.
- Transition Community Services grant application processes and management from a paper-based system to an electronic, on-line system.
- Evaluate and make changes to the Human Services Grant application and award process, criteria, and management system.
- Complete, submit to HUD for approval, and close on the Section 108 Loan for the Performing Arts & Conference Center.
- Begin in late 2015 on the update to the Consolidated Plan for the 2017-2021 CDBG program period.
- Explore the possibility of establishing a local HOME Consortium with other cities in South King County.
- Establish in-house administration of the CDBG Home Repair Loan Program operations and bookkeeping.
- Implement the NRSA Plan for the Camelot/Lauralwood area of north Federal Way.
- Pursue substantial upgrade to the Amanda permit-tracking system.
- Expand our on-line permitting capabilities.
- Manage an increasing plan review and permit inspection workload as development applications rise.
- Administration and enforcement of land use, environmental, and nuisance codes. Manage an increasing volume of code compliance complaints, CARs and proactive code enforcement actions.
- Draft and process an amendment to Title 13, Buildings Codes, in order to update our regulations, adopting the 2015 International and uniform construction codes.
- Draft amendments needed to update Title 1, Enforcement.
- Develop, administer and enforce International Codes for plan review, construction, and inspection.
- Long-range planning and policy work, including comprehensive plan, neighborhood plans, code revisions, housing, and annexations.
- Continue to partner with Federal Way Police, using ‘Safe Cities’ software in order to identify and communicate regarding joint code enforcement cases.
- Continue to work closely with and partner with South Sound Fire and Rescue in order to provide fire prevention plan review, inspection of sprinkler systems and fire alarm systems and assessment of fire damaged buildings.
- Passport acceptance facility.

COMMUNITY DEVELOPMENT DEPARTMENT OVERVIEW

Responsible Manager: Larry Frazier, Interim Director

DEPARTMENT POSITION INVENTORY:

Positions	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	Grade
			Adopted	Adjusted	Projected			
General Fund:								
Director-Comm/Economic Dev.	0.50	0.50	0.50	-	-	-	-	58C
Director-Community Development	-	-	-	1.00	1.00	1.00	1.00	58C
Planning Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	46
Community Services Manager	0.80	0.80	0.80	0.80	0.80	0.72	0.72	46
Building Official	1.00	1.00	1.00	1.00	1.00	1.00	1.00	46
Principal Planner	1.00	1.00	1.00	1.00	1.00	1.00	1.00	41
Senior Planner	1.00	1.00	1.00	2.00	2.00	2.00	2.00	38
Assistant Building Official	-	-	-	1.00	1.00	1.00	1.00	35
Plans Examiner	1.00	1.00	1.00	-	-	-	-	35
Combination Electrical/Bldg Inspector	2.00	2.00	2.00	3.00	3.00	3.00	3.00	35
Inspector/Plans Examiner	1.00	1.00	1.00	1.00	1.00	1.00	1.00	33
Associate Planner	1.00	1.00	1.00	2.00	2.00	2.00	2.00	32
CDBG Coordinator	-	0.30	0.30	0.30	0.30	0.83	0.83	31
Human Services Technician	0.70	-	-	-	-	-	-	31
Code Compliance Officer (1.0 FTE Prop 1 funded)	2.00	2.00	2.00	2.00	2.00	2.00	2.00	30
Permit Center Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	30
Assistant Planner	1.00	1.00	1.00	-	-	-	-	27
Administrative Assistant II	1.00	1.00	1.00	1.00	1.00	1.00	1.00	24
Development Specialist	2.00	2.00	2.00	3.00	3.00	3.00	3.00	24
Administrative Assistant I	1.00	1.00	1.00	0.90	0.90	0.90	0.90	18
Office Technician II	1.00	1.00	1.00	1.00	1.00	1.00	1.00	14
Graffiti Technician	-	1.00	1.00	1.00	1.00	1.00	1.00	10
Total General Fund:	20.00	20.60	20.60	24.00	24.00	24.45	24.45	n/a
CDBG Fund								
Community Services Manager	0.20	0.20	0.20	0.20	0.20	0.28	0.28	46
CDBG Coordinator	0.30	0.70	0.70	0.70	0.70	0.17	0.17	31
Executive Assistant	0.65	0.35	0.35	0.35	0.35	0.30	0.30	29
Code Compliance Officer	-	-	-	1.00	1.00	1.00	1.00	35
Recreation Coordinator	-	-	-	-	-	0.50	0.50	30
Total CDBG:	1.15	1.25	1.25	2.25	2.25	2.25	2.25	n/a
Total Regular Staffing	21.15	21.85	21.85	26.25	26.25	26.70	26.70	n/a
Change from prior year	1.15	0.70	-	4.40	-	0.45	-	n/a
Funded on a One-time Basis:								
Graffiti Technician	1.00	-	-	-	-	-	-	10
Frozen Positions:								
Code Compliance Officer (Prop 1 funded)	1.00	1.00	1.00	-	-	-	-	30
Grand Total Staffing	23.15	22.85	22.85	26.25	26.25	26.70	26.70	n/a

COMMUNITY DEVELOPMENT DEPARTMENT OVERVIEW

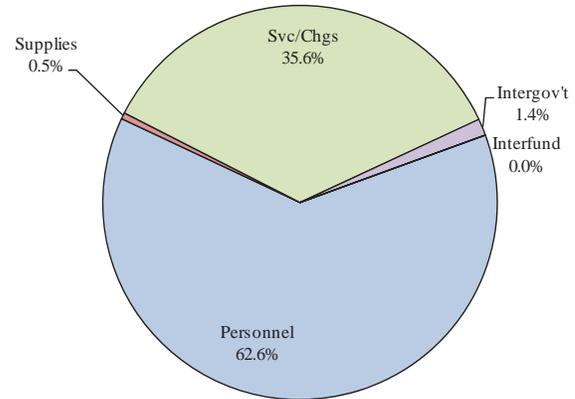
Responsible Manager: *Larry Frazier, Interim Director*

PURPOSE/DESCRIPTION:

The mission of the Community Development Department is to help maintain and improve the quality of life in Federal Way by managing and fostering the safe, orderly, and beneficial development and implementation of land use, building construction, code enforcement, and community services programs with the input of Federal Way’s citizens and within the policy framework provided by the City Council.

The Community Development Department is organized into four divisions. The Administrative Division provides the overall management of the department and supports the Lodging Tax Advisory Committee. The Planning Division administers and enforces land use, subdivision, and environmental codes and policies. In addition, the division performs long-range planning and policy work, including comprehensive plan updates and amendments, code revisions, and annexations, as well as subarea and/or special planning projects. The division also supports the Planning Commission. The Building Division administers and enforces building codes for construction, mechanical, electrical, plumbing, and signs, including plan review and inspection. In addition, through code compliance, it enforces land use and building code provisions to abate illegal and/or nuisance conditions throughout the city. The Community Services Division assists our community with providing funding and support for critical services for low- and moderate income citizens, including administration and operation of the Home Repair Program and Commercial Loan Program. Additionally, the division supports the Human Services Commission and Diversity Commission.

2015 Proposed Expenditures by Category



GOALS/OBJECTIVES:

- Ensure that planning efforts and the regulatory environment provide for a balance between protection of the environment and neighborhoods and accommodating new development to house a growing population and jobs.
- Strengthen human service agencies and the social wellbeing and economic health of the community by administering and monitoring grants as a CDBG direct-entitlement city.

DEPARTMENT SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
31X	Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 101,267	\$ 107,496	\$ 101,267	n/a
32X	Licenses and Permits	1,023,195	1,126,420	764,000	1,079,000	1,879,000	1,441,000	1,441,000	362,000	33.5%
33X	Intergovernmental	923,356	1,491,740	576,000	1,178,896	1,178,896	1,237,072	1,237,103	58,176	4.9%
34X	Charges for Services	548,346	1,062,146	411,577	1,021,577	1,021,577	1,131,000	1,131,000	109,423	10.7%
35X	Fines and Penalties	65	14,860	-	-	-	-	-	-	n/a
36X	Miscellaneous	5,108	7,675	-	-	-	-	-	-	n/a
39X	Other Financing Sources	4,000	-	-	-	-	-	-	-	n/a
Total Revenues:		\$ 2,504,070	\$ 3,702,841	\$ 1,751,577	\$ 3,279,473	\$ 4,079,473	\$ 3,910,339	\$ 3,916,599	\$ 630,866	19.2%
<i>Expenditure Summary</i>										
71	Administration	308,994	312,926	330,440	343,706	343,706	380,509	386,578	36,803	10.7%
73	Planning	666,736	642,178	665,645	964,034	914,034	821,826	847,469	(142,208)	-14.8%
74	Building	1,157,292	1,136,446	1,213,679	1,556,121	1,372,962	1,064,013	1,101,470	(492,108)	-31.6%
83	Community Services	758,311	788,678	759,014	778,640	778,640	690,378	700,051	(88,262)	-11.3%
Subtotal GF Operating Exp.:		\$ 2,891,333	\$ 2,880,228	\$ 2,968,778	\$ 3,642,501	\$ 3,409,342	\$ 2,956,726	\$ 3,035,568	\$ (685,775)	-18.8%
<i>Non-General Fund Operating Expenditure Summary:</i>										
114	Prop 1 Fund	-	-	-	-	-	101,267	107,496	101,267	n/a
119	Comm Dev Block Grant	917,851	1,492,148	576,000	1,178,896	1,178,896	1,237,072	1,237,103	58,176	4.9%
Subtotal Non-GF Oper. Exp.:		\$ 917,851	\$ 1,492,148	\$ 576,000	\$ 1,178,896	\$ 1,178,896	\$ 1,338,339	\$ 1,344,599	\$ 159,443	13.5%
Total Expenditures:		\$ 3,809,184	\$ 4,372,376	\$ 3,544,778	\$ 4,821,397	\$ 4,588,238	\$ 4,295,065	\$ 4,380,167	\$ (526,332)	-10.9%

COMMUNITY DEVELOPMENT DEPARTMENT OVERVIEW

Responsible Manager: Larry Frazier, Interim Director

HIGHLIGHTS/CHANGES:

The Department of Community & Economic Development overall proposed operating budget totals \$4,295,065 in 2015 and \$4,380,167 in 2016. This is an 10.9% or \$526,332 decrease from the 2014 adjusted budget. This overview includes the General Fund, the Proposition 1 Fund, and the Community Development Block Grant Fund.

Major line item changes include:

- **Salaries and Wages** – Net increase of \$198,818 due to addition of 1.0 FTE Director of Community Development and elimination of 0.50 FTE Director of Community and Economic Development because 1.0 FTE Economic Development Director was added in the Mayor’s budget; full-year funded 1.0 FTE Associate Planner and 1.0 FTE Development Specialist, reclassification of Assistant Planner to Associate Planner, and Associate Planner to Senior Planner, elimination of temporary help for planning intern, addition of temporary help for contract planner, elimination of temporary help for Building Inspector, full-year funded 1.0 FTE Combination Electric/Building Inspector, reclassification of Lead Plans Examiner to Assistant Building Official, moving .50 FTE Recreation Coordinator from General Fund Parks to Community Development Block Grant Fund, and full-year funded 1.0 FTE Code Compliance Officer.
- **Supplies** – Decrease of \$7,300 due to decrease of graffiti supplies.
- **Services and Charges** – Decrease of \$281,383 due to eliminating of one-time project for the comprehensive plan update, elimination of building abatement fund, elimination of portion of Community Garden Funding, and elimination of 20% increase of human services grant program
- **Internal Service** - Decrease of \$547,267 due to moving all internal service charges to non-departmental, and eliminating one-time purchases for software upgrades, and fleet equipment.

REVENUE AND EXPENDITURE SUMMARY:

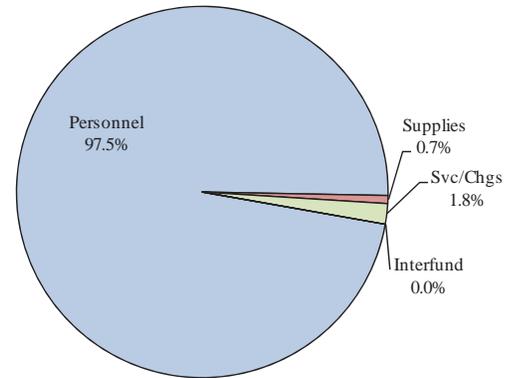
Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
31X	Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 101,267	\$ 107,496	\$ 101,267	n/a
32X	Licenses and Permits	1,023,195	1,126,420	764,000	1,079,000	1,879,000	1,441,000	1,441,000	362,000	33.5%
33X	Intergovernmental	923,356	1,491,740	576,000	1,178,896	1,178,896	1,237,072	1,237,103	58,176	4.9%
34X	Charges for Services	548,346	1,062,146	411,577	1,021,577	1,021,577	1,131,000	1,131,000	109,423	10.7%
35X	Fines and Penalties	65	14,860	-	-	-	-	-	-	n/a
36X	Miscellaneous	5,108	7,675	-	-	-	-	-	-	n/a
39X	Other Financing Sources	4,000	-	-	-	-	-	-	-	n/a
Total Revenues:		\$ 2,504,070	\$ 3,702,841	\$ 1,751,577	\$ 3,279,473	\$ 4,079,473	\$ 3,910,339	\$ 3,916,599	\$ 630,866	19.2%
<i>Expenditure Summary:</i>										
1XX	Salaries and Wages	1,492,100	1,417,376	1,490,407	1,798,143	1,728,143	1,996,961	2,056,803	198,818	11.1%
2XX	Benefits	457,162	493,342	517,616	578,956	578,956	689,756	719,818	110,800	19.1%
3XX	Supplies	18,549	14,150	26,455	29,155	25,996	21,855	21,855	(7,300)	-25.0%
4XX	Services and Charges	1,381,402	2,007,104	1,065,958	1,808,930	1,718,930	1,527,547	1,522,746	(281,383)	-15.6%
5XX	Intergovernmental	64,458	57,236	54,446	58,946	58,946	58,946	58,946	-	0.0%
9XX	Internal Service	368,706	357,795	389,896	547,267	477,267	-	-	(547,267)	-100.0%
0XX	Other Financing Use	26,807	25,374	-	-	-	-	-	-	n/a
Total Expenditures:		\$ 3,809,184	\$ 4,372,376	\$ 3,544,778	\$ 4,821,397	\$ 4,588,238	\$ 4,295,065	\$ 4,380,167	\$ (526,332)	-10.9%

COMMUNITY DEVELOPMENT ADMINISTRATION
Responsible Manager: Tina Piety, Administrative Assistant II

PURPOSE/DESCRIPTION:

The mission of the Administrative Division work team is to strive together to provide friendly, courteous, and thorough services to our internal and external customers in a timely and efficient manner. The division 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. The division provides office support to the department in the areas of word processing, records maintenance, financial management, training, personnel, supplies, and scheduling. In addition, the division provides the city-wide receptionist and is a passport acceptance facility. The division also provides support to the Planning Commission and Lodging Tax Advisory Committee (LTAC). The primary goal is to provide high-quality customer service to citizens, businesses, public agencies, other city departments, and department staff.

2015 Proposed Expenditures by Category



GOALS/OBJECTIVES:

- Provide a work environment within the department that encourages creativity and longevity.
- Participate in regional and legislative discussions regarding planning, building, and community services.
- Work with division managers to improve quality, efficiency, and effectiveness of customer service.
- Provide quality administrative services to assist department and city staff in providing superior public service.
- Provide quality records management through implementation of the Washington State Records Retention Schedule.

PERFORMANCE MEASURES:

Type/Description	2013	2014	2015	2016
Workload Measures:				
• Number of documents formatted/edited.	2,000	2,000	2,000	2,000
• Number of walk-in clients.	15,000	15,000	15,000	15,000
• Number of phone calls received.	20,000	20,000	20,000	20,000
• Number of Planning Commission & LTAC meetings.	13	20	36	36
• Number of passport applications processed.	2,640	2,650	3,000	3,000
Outcome Measures:				
• Percent of documents completed on time.	85.0%	85.0%	90.0%	90.0%

POSITION INVENTORY:

Positions	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	Grade
			Adopted	Adjusted	Projected			
Director-Comm/Economic Dev.	0.50	0.50	0.50	-	-	-	-	58C
Director-Community Development	-	-	-	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	0.90	0.90	0.90	0.90	18
Office Technician II	1.00	1.00	1.00	1.00	1.00	1.00	1.00	14
Total Regular Staffing	3.50	3.50	3.50	3.90	3.90	3.90	3.90	n/a
Change from prior year	-	-	-	0.40	-	-	-	n/a
Grand Total Staffing	3.50	3.50	3.50	3.90	3.90	3.90	3.90	n/a

COMMUNITY DEVELOPMENT ADMINISTRATION

Responsible Manager: Tina Piety, Administrative Assistant II

HIGHLIGHTS/CHANGES:

The Department of Community & Economic Development Administration Division proposed operating budget totals \$380,509 in 2015 and \$386,578 in 2016. This is a 10.7% or \$36,803 increase from the 2014 adjusted budget.

Major line item changes include:

- **Salaries and Wages** – Increase of \$68,499 due to addition of 1.0 FTE for Director of Community Development, and elimination of 0.50 FTE Director of Community and Economic Development because 1.0 FTE Economic Development Director was added in the Mayor’s budget.
- **Internal Service** – Decrease of \$45,150 due to moving all internal service charges to non-departmental.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditure Summary:</i>										
1XX	Salaries and Wages	203,921	201,458	205,780	216,994	216,994	285,493	288,304	68,499	31.6%
2XX	Benefits	59,970	65,142	70,257	72,121	72,121	85,574	88,833	13,453	18.7%
3XX	Supplies	1,762	1,472	2,680	2,680	2,680	2,680	2,680	-	0.0%
4XX	Services and Charges	2,602	4,848	6,761	6,761	6,761	6,761	6,761	-	0.0%
9XX	Internal Service	40,739	40,006	44,962	45,150	45,150	-	-	(45,150)	-100.0%
Total Expenditures:		\$ 308,994	\$ 312,926	\$ 330,440	\$ 343,706	\$ 343,706	\$ 380,509	\$ 386,578	\$ 36,803	10.7%

COMMUNITY DEVELOPMENT PLANNING
Responsible Manager: Isaac Conlen, Planning Manager

PURPOSE/DESCRIPTION:

The mission of the Planning Division is to work in partnership with the citizens and development community in developing plans and codes which are implemented to improve quality of life; foster responsible development of the built environment; balance environmental protection, quality of life, and development opportunities; seek creative solutions to regional issues; and provide for adequate infrastructure and local government services.

The division processes land use applications; monitors compliance with the *Federal Way Revised Code*; processes code amendments and comprehensive plan amendments; 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 Mayor.

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 Mayor.

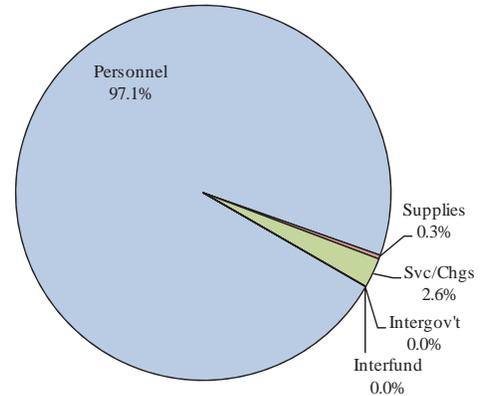
Permitting activity has increased over the last two years and is anticipated to continue along a moderate growth trend. One factor that is not as easily quantifiable is that many of the projects we have dealt with over the last two years have been rather large (mostly large multi-family housing projects). Additionally, projects are trending towards a higher degree of complication. This is largely because easy-to-develop lots have already been developed, leaving those with environmental or other constraints now entering the development process. The trend towards complicated projects means that each project, on average, requires more staff time to review. A number of code amendments processed over the last several years, however, have served to make us more efficient by eliminating unnecessary review processes and simplifying others (eliminating the requirement for land use permits for simple projects that can be reviewed entirely under the building permit application, eliminating certain SEPA reviews, etc.).

In 2015/2016 staff has a very busy long range planning work program. The highest priority will be completing the major update to the comprehensive plan and to the critical areas ordinance, both of which are required to be completed by June 30, 2015. Additionally there is a long list of code amendments, which have been prioritized by City Council. In past years, the City Council has tended to add new code amendment items periodically throughout the year and this pattern may continue.

GOALS/OBJECTIVES:

- Complete Major Comprehensive Plan Update in 2015.
- Complete Critical Areas Ordinance Update in 2015.
- Issue PACC building permit (if not already issued in 2014).
- Support economic development projects in the City Center and throughout the city.
- Make significant progress on long list of code amendments identified in the adopted Planning Commission Work Program.
- Continue to support the development process with timely land use and subdivision permit review and issuance.

2015 Proposed Expenditures by Category



COMMUNITY DEVELOPMENT PLANNING

Responsible Manager: Isaac Conlen, Planning Manager

PERFORMANCE MEASURES:

Type/Description	2013	2014	2015	2016
Workload Measures:				
• Pre-application conferences held.	12	14	20	20
• Number of drop-in questions-telephone and front counter.	12,395	12,500	12,750	12,750
• Land use/subdivision applications received.	50	90	110	130
• Administrative Decisions	45	90	110	130
• Planning Commission meetings supported.	5	9	24	24
Efficiency Measures:				
• Average number of calendar days to complete pre-applications.	25	24	24	24
• Average turnaround time for Administrative Decision response.	23	12	15	15

POSITION INVENTORY:

Positions	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	Grade
			Adopted	Adjusted	Projected			
Planning Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	46
Principal Planner	1.00	1.00	1.00	1.00	1.00	1.00	1.00	41
Senior Planner	1.00	1.00	1.00	2.00	2.00	2.00	2.00	38
Associate Planner	1.00	1.00	1.00	2.00	2.00	2.00	2.00	32
Assistant Planner	1.00	1.00	1.00	-	-	-	-	27
Development Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00	24
Total Regular Staffing	6.00	6.00	6.00	7.00	7.00	7.00	7.00	n/a
Change from prior year	-	-	-	1.00	-	-	-	n/a
Grand Total Staffing	6.00	6.00	6.00	7.00	7.00	7.00	7.00	n/a

COMMUNITY DEVELOPMENT PLANNING
Responsible Manager: Isaac Conlen, Planning Manager

HIGHLIGHTS/CHANGES:

The Department of Community & Economic Development Planning Division proposed operating budget totals \$821,826 in 2015 and \$847,469 in 2016. This is a 14.8% or \$142,208 decrease from the 2014 adjusted budget.

Major line item changes include:

- **Salaries and Wages** – Net increase of \$61,674 due to full year funded 1.0 FTE Associate Planner and 1.0 FTE Development Specialist, reclassification of Assistant Planner to Associate Planner, and Associate Planner to Senior Planner, elimination of temporary help for planning intern, and addition of temporary help for contract planner.
- **Services and Charges** – Decrease of \$77,530 due to elimination of one-time project for the comprehensive plan update.
- **Internal Service** – Decrease of \$167,232 due to moving all internal service charges to non-departmental.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
	Licenses and Permits	\$ 2,471	\$ 2,051	\$ -	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	n/a
	Intergovernmental	14,110	-	-	-	-	-	-	-	n/a
	Charges for Services	100,711	104,878	101,577	111,577	111,577	95,000	95,000	(16,577)	-14.9%
	Total Revenues:	\$ 117,292	\$ 106,929	\$ 101,577	\$ 111,577	\$ 111,577	\$ 97,000	\$ 97,000	\$ (14,577)	-13.1%
<i>Expenditure Summary:</i>										
1XX	Salaries and Wages	407,947	378,960	382,632	551,214	501,214	612,888	630,862	61,674	11.2%
2XX	Benefits	112,681	113,323	117,311	143,801	143,801	184,782	192,450	40,981	28.5%
3XX	Supplies	2,326	2,232	2,950	2,950	2,950	2,850	2,850	(100)	-3.4%
4XX	Services and Charges	15,419	15,226	21,157	98,787	98,787	21,257	21,257	(77,530)	-78.5%
5XX	Intergovernmental	-	-	50	50	50	50	50	-	0.0%
9XX	Internal Service	128,363	132,437	141,545	167,232	167,232	-	-	(167,232)	-100.0%
	Total Expenditures:	\$ 666,736	\$ 642,178	\$ 665,645	\$ 964,034	\$ 914,034	\$ 821,826	\$ 847,469	\$ (142,208)	-14.8%

COMMUNITY DEVELOPMENT BUILDING

Responsible Manager: Marty Gillis, Building Official

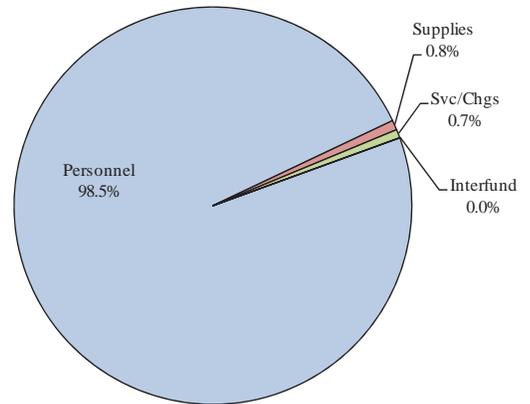
PURPOSE/DESCRIPTION:

It is the mission of the Building Division Protect the health, safety, and welfare of people by creating better buildings and safer communities by providing the highest quality plan review, inspections and code enforcement, in order to improve the performance of the built environment. Municipal code regulations establish minimum standards for safeguarding life, limb, health, property, public welfare, and quality of life for the city’s citizens.

The division is comprised of three groups: the permit center, plan review/inspection, and code compliance. All three support the permit process and compliance with city and state codes. The division is responsible for the administration of the state building code as amended by the *Federal Way Revised Code*, including the International Building, Residential, Mechanical, Fuel Gas, and the Uniform Plumbing Codes; the National Electric Code State Electrical Code; and the Washington State Energy Code. The division is also responsible for the administration of the International Property Maintenance Code; and assuring compliance with sign provisions of the Federal Way development code. The division works closely with members of South King Fire and Rescue in administering the International Fire Code. Graffiti control is also one of the division's responsibilities. The division conducts reviews and inspections of all buildings and structures located on private parcels; covering residential, multifamily, industrial and commercial structures and appurtenances. The building division is responsible for the review and inspection of construction applications, including zoning, surface water, and drainage requirements. In addition, the division responds to Citizen Action Requests, customer complaints, and Records Requests generated from the community as well as other departments and agencies.

Permitting activity and resulting inspection requests have increased over the last two years. Large projects have been proposed in 2014 resulting in an increase in revenue beyond projections and will result in an increase in the number of inspections through 2015 and early 2016. Although forecasting future trends can be more art than science, it is believed that the economic upswing will level and then continue along a moderate growth trend. In 2014 several large projects have submitted permit applications including several large multifamily projects and the Federal Way High School. These projects are complex due to their size and challenges presented by the land. As more and more construction occurs there will be more emphasis on designing buildings to fit the needs of the land. This is largely because easy-to-develop lots have already been developed, leaving those with environmental or other constraints now entering the development process. The trend towards complicated projects means that each project, on average, requires more staff time to review. The forming of a more centralized urban city center will also impact the design of buildings, infrastructures and utilities as densities and increased building heights in the city’s downtown districts are planned and constructed.

2015 Proposed Expenditures by Category



COMMUNITY DEVELOPMENT BUILDING

Responsible Manager: *Marty Gillis, Building Official*

GOALS/OBJECTIVES:

- Support economic development projects in the City Center and throughout the city.
- Continue to make improvements to permit application, permit review and inspection; and code compliance procedures.
- Install and improve upgrades; and implement streamlining of the automated permit tracking system.
- Identify code compliance issues and work toward prompt compliance; keep staff trained on changes to codes.
- Maintain high volumes of reactive code compliance investigations and violation orders while implementing proactive code compliance practices and procedures.
- Provide quality construction reviews and inspections meeting established timelines.
- Process large project permits and perform inspections for large permits issued in 2014:
 - Federal Way High School
 - PACC
 - Children’s Hospital
 - Celebration Senior Living
 - Dicks Sporting Goods
 - Wild Waves
 - Progressive
 - Large multifamily projects:
 - Park 16; High Point; Kitt’s Corner; Veterans Apartments; Federal Way Town Houses
- Purchase, install, and provide training for paperless review of building permits.
- Develop and upgrade forms, handouts, and customer service brochures.
- Develop policies, procedures, and Best Practice Methods (BMPs).
- Develop user friendly maintainable reports in order to track performance measures.
- Retain institutional knowledge held by trained staff; fill vacated positions with experienced, competent individuals.

PERFORMANCE MEASURES:

Type/Description	2013	2014	2015	2016
Workload Measures:				
• Total permits issued/reviewed.	3,950	3,700	3,500	3,500
• Valuation of issued permits.	\$67.50m	\$138.50m	\$80.5m	80.5\$m
Outcome Measures:				
• New Single Family (NSF) permits issued < 30 days.	70%	95%	80%	80%
• Tenant Improvement permits (TI) issued < 20 days.	75%	75%	75%	75%
• Average number of permit inspections per year.	8100	7100	8100	8100
• Average number of Citizen Action Request investigations per year.	830	1100	1200	1400
• Average number of Records Requests completed per year.	85	85	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/Inspection.	3.5/13.4	3.5/13.4	4/15	4/15
• Average staff hours per TI permit – Review/Inspection.	3.5/10	3/11	4/10	4/10

COMMUNITY DEVELOPMENT BUILDING

Responsible Manager: Marty Gillis, Building Official

The Department of Community & Economic Development Building Division proposed operating budget totals \$1,165,280 in 2015 and \$1,208,966 in 2016. This is a 25.1% or \$390,841 decrease from the 2014 adjusted budget. Major line item changes include:

- **Salaries and Wages** – Net decrease of \$19,129 due to; moving 1.0 FTE Code Compliance Officer from General Fund to Proposition 1 Fund, elimination of temporary help for Building Inspector, full-year funded Combination Electric/Building Inspector, and reclassification of Lead Plans Examiner to Assistant Building Official.
- **Supplies** – Decrease of \$7,200 due to decrease of graffiti supplies.
- **Services and Charges** – Decrease of \$110,501 primarily due to elimination of building abatement fund.
- **Internal Service** – Decrease of \$311,743 due to moving all internal service charges to non-departmental, and elimination of one-time purchases for software upgrades, and fleet equipment.

REVENUE AND EXPENDITURE SUMMARY:

BUILDING – GENERAL FUND

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
32X	Licenses and Permits	\$ 1,020,724	\$ 1,124,369	\$ 764,000	\$ 1,079,000	\$ 1,879,000	\$ 1,439,000	\$ 1,439,000	\$ 360,000	\$ 0
34X	Charges for Services	447,635	957,267	310,000	910,000	910,000	1,036,000	1,036,000	126,000	13.8%
35X	Fines and Penalties	65	14,860	-	-	-	-	-	-	n/a
Total Revenues:		\$ 1,468,424	\$ 2,096,497	\$ 1,074,000	\$ 1,989,000	\$ 2,789,000	\$ 2,475,000	\$ 2,475,000	\$ 486,000	24.4%
<i>Expenditure Summary:</i>										
1XX	Salaries & Wages	724,157	674,664	742,140	824,104	804,104	739,666	762,630	(84,438)	-10.2%
2XX	Benefits	233,648	256,563	268,570	285,134	285,134	306,907	321,400	21,774	7.6%
3XX	Supplies	13,136	7,953	13,875	16,575	13,416	9,375	9,375	(7,200)	-43.4%
4XX	Services and Charges	7,997	33,629	8,065	118,566	28,566	8,065	8,065	(110,501)	-93.2%
9XX	Internal Service	178,354	163,637	181,030	311,743	241,743	-	-	(311,743)	-100.0%
Total Expenditures:		\$ 1,157,292	\$ 1,136,446	\$ 1,213,679	\$ 1,556,121	\$ 1,372,962	\$ 1,064,013	\$ 1,101,470	\$ (492,108)	-31.6%

BUILDING – PROPOSITION 1 FUND

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
31X	Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 101,267	\$ 107,496	\$ 101,267	n/a
Total Revenues:		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 101,267	\$ 107,496	\$ 101,267	n/a
<i>Expenditure Summary:</i>										
1XX	Salaries & Wages	-	-	-	-	-	65,309	68,923	65,309	n/a
2XX	Benefits	-	-	-	-	-	35,958	38,573	35,958	n/a
Total Expenditures:		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 101,267	\$ 107,496	\$ 101,267	n/a

POSITION INVENTORY:

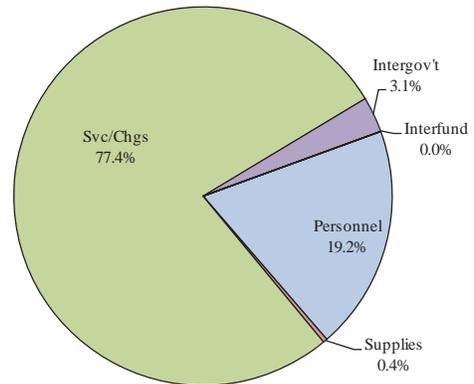
Positions	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	Grade
			Adopted	Adjusted	Projected			
Building Official	1.00	1.00	1.00	1.00	1.00	1.00	1.00	46
Assistant Building Official	-	-	-	1.00	1.00	1.00	1.00	38
Plans Examiner	1.00	1.00	1.00	-	-	-	-	35
Combination Electrical/Bldg Inspector	2.00	2.00	2.00	3.00	3.00	3.00	3.00	36
Inspector/Plans Examiner	1.00	1.00	1.00	1.00	1.00	1.00	1.00	33
Code Compliance Officer (1.0 FTE Prop 1 fu	2.00	2.00	2.00	2.00	2.00	2.00	2.00	35
Permit Center Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	30
Development Specialist	1.00	1.00	1.00	2.00	2.00	2.00	2.00	24
Graffiti Technician	-	1.00	1.00	1.00	1.00	1.00	1.00	10
Total Regular Staffing	9.00	10.00	10.00	12.00	12.00	12.00	12.00	n/a
Change from prior year	-	1.00	-	2.00	-	-	-	n/a
Funded on a One-time Basis:								
Graffiti Technician	1.00	-	-	-	-	-	-	10
Frozen Positions:								
Code Compliance Officer (Prop 1 funded)	1.00	1.00	1.00	-	-	-	-	30
Grand Total Staffing	11.00	11.00	11.00	12.00	12.00	12.00	12.00	n/a

COMMUNITY DEVELOPMENT COMMUNITY SERVICES
Responsible Manager: Jeff Watson, Community Services Manager

PURPOSE/DESCRIPTION:

The mission of the Community Services Division is to ensure that an effective and collaborative delivery system is in place to: assist Federal Way residents to meet their basic needs; increase their public safety; attain self-sufficiency and independence; and build strong neighborhoods. To achieve this, the division will: assess and anticipate community needs; manage an efficient and user-friendly funding application process; oversee and evaluate contracts with local service providers; and coordinate with other funders, community organizations, and city departments. The division budget covers the development of programs and services for community residents, including grant coordination, performance monitoring, and the overall management of all general fund community services contracts and Community Development Block Grant (CDBG) funds. Community Services includes programs in the three goals and strategy areas identified in the city's Consolidated Plan (2012-2016): 1) expand economic opportunities; 2) provide decent affordable housing; and 3) establish suitable living environments. CDBG supports construction or rehabilitation of community facilities, neighborhood improvements, and affordable housing, direct community service programs and planning activities that principally benefit low- and moderate-income individuals. The division staffs the Human Services Commission, the Diversity Commission, and the CDBG Loan Review Advisory Committee, in addition to representing the city on policy-making bodies and community organizations.

2015 Proposed Expenditures by Category



GOALS/OBJECTIVES:

- Continue implementation of CDBG and Community Services General Fund programs, including monitoring of contracts of funded human service agencies;
- Continue to work on local and regional efforts to address housing and human service's needs;
- Develop and submit to HUD the required 2015 and 2016 CDBG Annual Action Plans;
- Work with Public Health-Seattle & King County and other agencies to establish a sustainable model for operating a Public Health Clinic in Federal Way;
- Transition Community Services grant application processes and management from a paper-based system to an electronic, on-line system;
- Evaluate and make changes to the Human Services Grant application and award process, criteria, and management system;
- Complete, submit to HUD for approval, and close on the Section 108 Loan for the Performing Arts & Conference Center;
- Implement the NRSA Plan for the Camelot/Lauralwood area of north Federal Way;
- Continue the investment in the stability and expansion of Federal Way Small Businesses through the CDBG Commercial Loan Programs and the Commercial Exterior Improvement Program;
- Establish in-house administration of the CDBG Home Repair Loan Program operations and bookkeeping;
- Continue to support low- and moderate-income homeowners through the Home Repair Loan Program; and
- Achieve HUD recognition that the city's program properly administers the Federal CDBG rules and regulations.

COMMUNITY DEVELOPMENT COMMUNITY SERVICES

Responsible Manager: Jeff Watson, Community Services Manager

PERFORMANCE MEASURES:

Type/Description	2013	2014	2015	2016
Workload Measures:				
• Number of community services contracts managed.	34	41	34	34
• Amount of community services dollars administered.	\$516,000	\$516,000	\$516,000	\$516,000
• Number of community services contract payments processed.	136	164	136	136
• Number of community services applications processed.	0	70	0	70
• Number of CDBG applications processed.	5	4	5	5
• Number of CDBG contracts managed.	5	4	5	5
• Number of CDBG dollars administered.	\$990,565	\$925,870	\$649,054	\$649,054
Outcome Measures:				
• Percent of contracts fully executed in timely manner.	100.0%	100.0%	100.0%	100.0%
• Number of Human Service Commission meetings supported.	13	13	13	13
• Number of Small Business loans made.	1	1	5	5
• Number of Commercial Exterior projects completed.	0	1	4	5
• Number of Owner occupied housing units stabilized.	25	28	25	25

POSITION INVENTORY:

Positions	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	Grade
			Adopted	Adjusted	Projected			
General Fund:								
Community Services Manager	0.80	0.80	0.80	0.80	0.80	0.72	0.72	46
Human Services Technician	0.70	-	-	-	-	-	-	31
CDBG Coordinator	-	0.30	0.30	0.30	0.30	0.83	0.83	31
Total General Fund:	1.50	1.10	1.10	1.10	1.10	1.55	1.55	n/a
CDBG Fund								
Community Services Manager	0.20	0.20	0.20	0.20	0.20	0.28	0.28	46
CDBG Coordinator	0.30	0.70	0.70	0.70	0.70	0.17	0.17	31
Executive Assistant	0.65	0.35	0.35	0.35	0.35	0.30	0.30	31
Code Compliance Officer	-	-	-	1.00	1.00	1.00	1.00	35
Recreation Coordinator	-	-	-	-	-	0.50	0.50	30
Total CDBG:	1.15	1.25	1.25	2.25	2.25	2.25	2.25	n/a
Total Regular Staffing	2.65	2.35	2.35	3.35	3.35	3.80	3.80	n/a
Change from prior year	1.65	(0.30)	-	1.00	-	0.45	-	n/a
Grand Total Staffing	2.65	2.35	2.35	3.35	3.35	3.80	3.80	n/a

COMMUNITY DEVELOPMENT COMMUNITY SERVICES
Responsible Manager: Jeff Watson, Community Services Manager

HIGHLIGHTS/CHANGES:

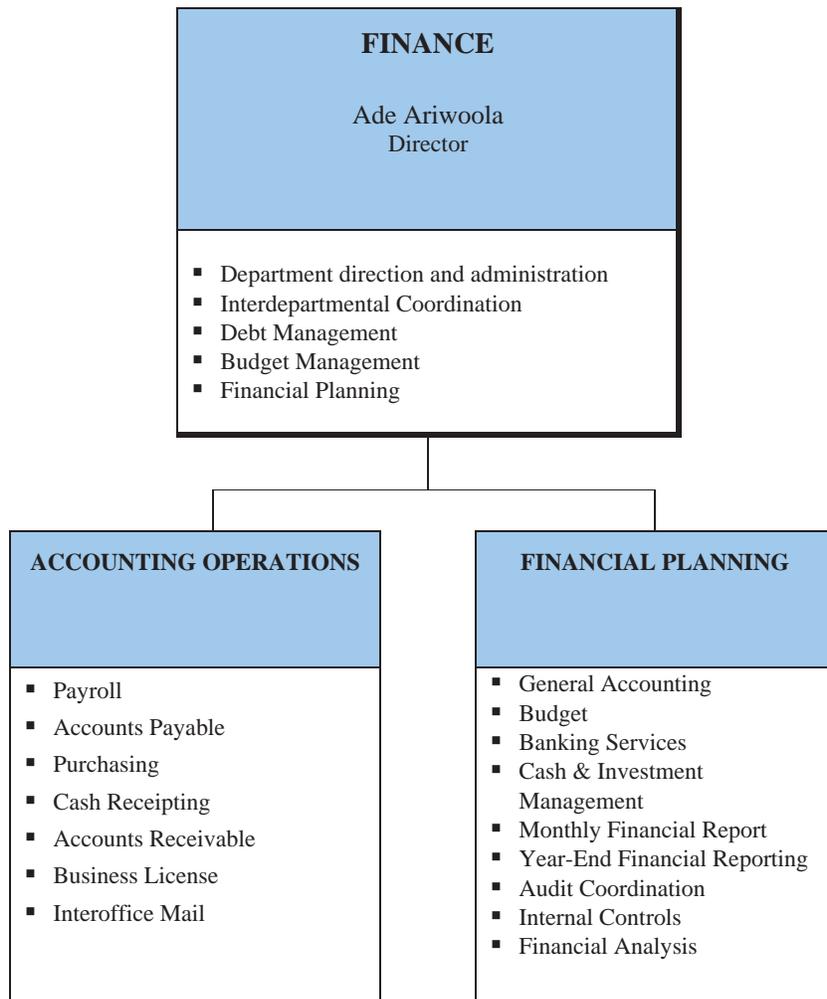
The Department of Community & Economic Development Community Services Division proposed operating budget totals \$1,927,450 in 2015 and \$1,937,154 in 2016. This is a 1.5% or \$30,086 decrease from the 2014 adjusted budget. The table below includes the General Fund and Community Development Block Grant Fund.

Major line item changes include:

- **Salaries/Wages & Benefits** – Net increase of \$87,774 is due to moving .50 FTE Recreation Coordinator from General Fund Parks to Community Development Block Grant Fund, and full-year funded 1.0 FTE Code Compliance Officer.
- **Services and Charges** – Decrease of \$93,352 due to elimination of a portion of Community Garden funding, and elimination of 20% increase of human services grant program.
- **Internal Service** – Decrease of \$23,143 due to moving all internal service charges to non-departmental.

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
33X	Intergovernmental	\$ 909,247	\$ 1,491,740	\$ 576,000	\$ 1,178,896	\$ 1,178,896	\$ 1,237,072	\$ 1,237,103	\$ 58,176	\$ 0
36X	Miscellaneous	5,108	7,675	-	-	-	-	-	-	n/a
39X	Other Financing Sources	4,000	-	-	-	-	-	-	-	n/a
Total Revenues:		\$ 918,354	\$ 1,499,415	\$ 576,000	\$ 1,178,896	\$ 1,178,896	\$ 1,237,072	\$ 1,237,103	\$ 58,176	4.9%
<i>Expenditure Summary:</i>										
1XX	Salaries and Wages	156,076	162,294	159,855	205,831	205,831	293,605	306,083	87,774	42.6%
2XX	Benefits	50,863	58,314	61,479	77,901	77,901	76,535	78,561	(1,366)	-1.8%
3XX	Supplies	1,325	2,493	6,950	6,950	6,950	6,950	6,950	-	0.0%
4XX	Services and Charges	1,355,385	1,953,402	1,029,975	1,584,816	1,584,816	1,491,464	1,486,663	(93,352)	-5.9%
5XX	Intergovernmental	64,458	57,236	54,396	58,896	58,896	58,896	58,896	-	0.0%
9XX	Internal Service	21,249	21,714	22,360	23,143	23,143	-	-	(23,143)	-100.0%
0XX	Other Financing Use	26,807	25,374	-	-	-	-	-	-	n/a
Total Expenditures:		\$ 1,676,162	\$ 2,280,826	\$ 1,335,014	\$ 1,957,536	\$ 1,957,536	\$ 1,927,450	\$ 1,937,154	\$ (30,086)	-1.5%

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FINANCE

Responsible Manager: *Ade Ariwoola, Finance Director*

2013/2014 ACCOMPLISHMENTS

- Received unqualified audit opinion consecutively since 1994.
- Received the Government Finance Officers Association (GFOA) Award for Excellence in Financial Reporting consecutive since incorporation. We have submitted the 2013 Comprehensive Annual Financial Report for review.
- Received the GFOA Award for Distinguished Budget Presentation since incorporation.
- Implemented GASB Statement 54 Fund Balance Reporting and Governmental Fund Type Definitions, new accounting standard
- Completed the process for refunding the 2003 Community Center bonds
- Enhanced/improved communication and presentation of the City's financial information including the budget document, monthly financial report, comprehensive annual financial report and ad hoc reports; provided comprehensive yet simplified overview of City taxes and levies to Council, management and citizens.
- Streamlined the City's 2015/16 budget development process resulting greater efficiency and collaboration with management team.
- Successful completion of tax audits of MCI Verizon resulting in additional \$139K in revenue to the City.

2015/2016 ANTICIPATED KEY PROJECTS

- Continue monitoring for proper controls and procedures to ensure unqualified audit opinion.
- Submit the City's 2014 and 2015 Comprehensive Annual Financial Reports to the GFOA Excellence in Financial Reporting award program.
- Submit the City's 2015/16 Biennial Budget to the GFOA Distinguished Budget Presentation award program.
- Continue to actively participate on the SCORE Finance Committee; monitor SCORE financials, marketing progress, average daily population of member cities; potential financial impact; and provide information to Council and management.

FINANCE

Responsible Manager: Ade Ariwoola, Finance Director

PERFORMANCE MEASURES:

Type/Description	2013	2014	2015	2016
Workload Measures:				
• Number of invoices paid annually	10,782	10,782	10,782	10,782
• Number of transactions received annually at Finance counter compared to total transactions received City Hall	7,424 / 22,805 32.5%	7,424 / 22,805 32.5%	7,424 / 22,805 32.5%	7,424 / 22,805 32.5%
• Number of passports taken in at Finance counter compared to total passports	84 / 2190 3.8%	84 / 2190 3.8%	84 / 2190 3.8%	84 / 2190 3.8%
• Number of new business licenses issued / renewed	761 / 3928	761 / 3928	761 / 4686	761 / 4686
Outcome Measures:				
• GFOA CAFR Awards - # of documents submitted / awarded	23 / 23	24 / 24	25 / 25	26 / 26
• GFOA Budget Award - # of documents submitted / awarded (switched to biennial budget beginning with 1997/1998 document)	15 / 15	15 / 15	16 / 16	16 / 16
• Unqualified Audit Opinion – consecutive years	20	21	22	23
• Bond Rating per Moody’s	Aa3	Aa3	Aa3	Aa3
• Investment return: total portfolio return compared to SIP and 6 month T-Bill benchmarks	0.17% portfolio / 0.17% SIP & 0.13% T-Bill	0.17% portfolio / 0.17% SIP & 0.13% T-Bill	0.10% portfolio / 0.10% SIP & 0.05% T-Bill	0.10% portfolio / 0.10% SIP & 0.05% T-Bill
• # of month Cash reconciled within 15 days of receiving bank statement	12	12	12	12
Efficiency Measures:				
• FTE Staffing: Finance/City-Wide	7.0 / 303.90	7.0 / 303.90	8.0 / 320.13	8.0 / 320.13
• Average working days to compile MFR	3	3	3	3
• Average number of days to issue a regular business license	3	3	3	3

POSITION INVENTORY:

Positions	2012 Actual	2013 Actual	2014			2015 Proposed	2015 Proposed	Grade
			Adopted	Adjusted	Projected			
Director-Finance	1.00	1.00	1.00	1.00	1.00	1.00	1.00	58B
Accounting Supervisor	-	-	-	1.00	1.00	1.00	1.00	44
Financial Analyst	3.00	3.00	3.00	2.00	2.00	2.00	2.00	36
Accounting Technician II	2.00	2.00	2.00	3.00	3.00	3.00	3.00	24
Accounting Technician I	1.00	1.00	1.00	-	-	1.00	1.00	21
Total Regular Staffing	7.00	7.00	7.00	7.00	7.00	8.00	8.00	n/a
Change from prior year	-	-	-	-	-	1.00	-	n/a
Grand Total Staffing	7.00	7.00	7.00	7.00	7.00	8.00	8.00	n/a

FINANCE

Responsible Manager: *Ade Ariwoola, Finance Director*

PURPOSE/DESCRIPTION:

The purpose of the Finance Department 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 Department’s responsibilities include accounts payable, accounts receivable, payroll, general accounting, 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.

HIGHLIGHTS/CHANGES:

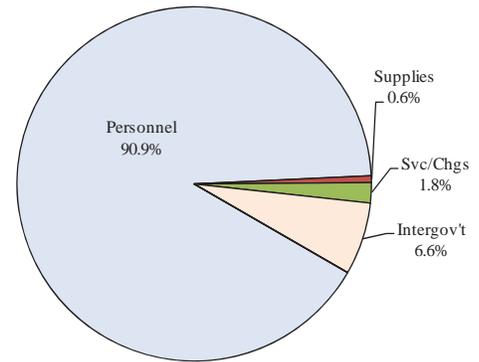
The Finance proposed operating budget totals \$908,534 in 2015 and \$941,111 in 2016. This is a 9.1% or \$91,404 decrease from the 2014 adjusted budget. Major line items changes include:

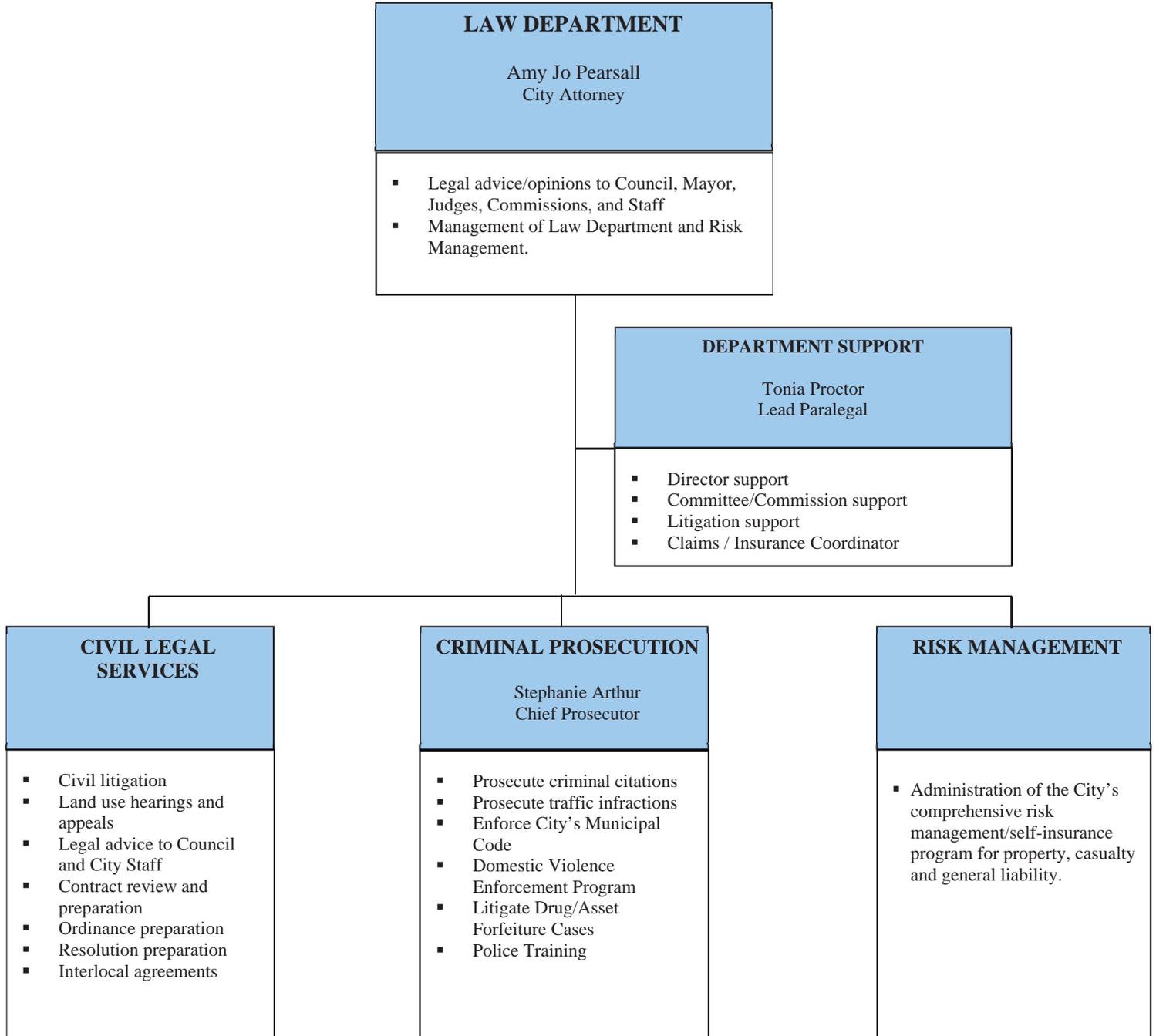
- **Salaries and Wages** – Net increase of \$30,451 primarily due to addition of 1.0 Accounting Tech I FTE and the elimination of one-time temporary help.
- **Services and Charges** – Decrease of \$35,961 due to elimination of Finance Director professional services search.
- **Internal Service** – Decrease of \$115,160 due to moving all internal service charges to non-departmental.

REVENUE AND EXPENDITURE SUMMARY:

Obj Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditure Summary:</i>										
1XX	Salaries and Wages	497,518	459,682	530,746	574,885	574,885	605,336	624,444	30,451	5.3%
2XX	Benefits	164,760	174,040	192,003	194,665	194,665	220,722	234,191	26,056	13.4%
3XX	Supplies	4,419	3,478	5,620	5,620	5,620	5,620	5,620	-	0.0%
4XX	Services and Charges	4,809	65,223	10,757	52,757	52,757	16,796	16,796	(35,961)	-68.2%
5XX	Intergovernmental	57,870	50,806	59,850	56,850	56,850	60,060	60,060	3,210	5.6%
9XX	Internal Service	104,043	100,812	108,224	115,160	115,160	-	-	(115,160)	-100.0%
Total Expenditures:		\$ 833,419	\$ 854,041	\$ 907,201	\$ 999,938	\$ 999,938	\$ 908,534	\$ 941,111	\$ (91,404)	-9.1%

2015 Proposed Expenditures by Category





LAW DEPARTMENT OVERVIEW

Responsible Manager: *Amy Jo Pearsall, City Attorney*

2013/2014 ACCOMPLISHMENTS

LAW

- Provided legal advice to the Mayor, Council, Municipal Court, and staff
- Assisted staff in City Center Redevelopment projects, including the PACC
- Drafted and/or reviewed approximately 375 contracts per year
- Continued defending all pending litigation against the City
- Prosecuted and defended the City in code violations
- Presented and pursued city legislative goals with key state legislators
- Provided legal advice on City Center Redevelopment and continue effective code enforcement efforts
- Continued participation in the Health / Wellness Program
- Continued to advised the Mayor on public defense standards per the Supreme Court Order
- Provided training to the Records Group on Records Management Policy
- Provided City-wide records training
- Supported City Clerk in the creation of PRA on-line tracking system
- Prevented the establishment of Marijuana type businesses and collective gardens within the City during review of new legislation
- Implemented code amendments to spur business and limit certain activity within the various areas of the City
- Oversaw 3 wireless site lease renewals, and the creation of one new lease
- Prosecuted 3,750 citations (DUI, DWLS, DV, Theft, and other misdemeanors) per year
- Transition from Insurance Pool to Self-Insured Retention with Reinsurance
- Reduced storage by 120 boxes
- Drafted legislative language on several bills
- Negotiated and finalized 3 labor agreements
- Collected approximately \$67,000 for damage to City property
- Trained Police
- Prosecuted asset forfeitures
- Prosecution transitioned to Sector and Spillman workflow
- Transition to electronic files for prosecution

LAW DEPARTMENT OVERVIEW

Responsible Manager: Amy Jo Pearsall, City Attorney

2015/2016 ANTICIPATED KEY PROJECTS

LAW

- Continue to assist staff in City Center Redevelopment projects, including the PACC
- Assist staff and/or represent the City regarding enforcement of business licenses
- Continue participation in regional work groups that deal with issues affecting the City: NPDES, SWM, Domestic Violence, PSERN
- Continue training for departments
- Continue updating FWRC to stay compliant with State law and Court rulings
- Continue prosecuting and/or defending business license litigation
- Assist departments with:
 - Comprehensive Plan Amendments
 - Public Records
 - Training
 - Code Amendments
 - Department directed projects
- Review legal documents and participate in legal proceedings
- Negotiate 5 labor agreements
- Continue participating in the Health / Wellness Program for employees
- Continue to destroy records as authorized by the State Archivist to reduce storage costs
- Continue to provide training for police officers
- Continue prosecuting misdemeanors
- Transition to DAWN electronic record-keeping for prosecution
- Continue reviewing liability insurance
- Continue cross-training of administrative personnel
- Continue collecting monies for damage to City property
- Continue advising on mandated public defense standards

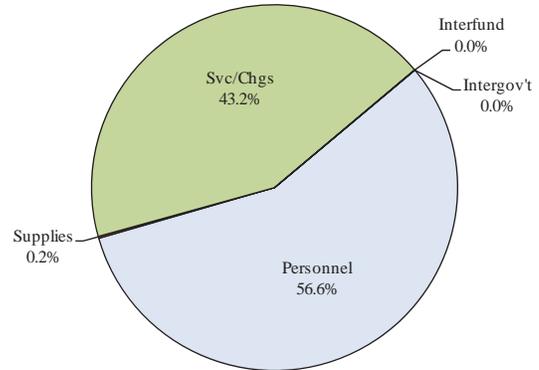
LAW DEPARTMENT OVERVIEW

Responsible Manager: Amy Jo Pearsall, City Attorney

PURPOSE/DESCRIPTION:

The City Attorney’s office is divided into three divisions: Civil, Criminal, and Risk Management. The Civil Division provides a full range of proactive legal services and advice to the Mayor, City Council, Municipal Court Judges, all City Boards and Commissions, City management and staff. The Criminal Division assists in providing for public safety by providing all prosecution, pre-sentencing and sentencing, and providing assistance and information about safety and the criminal justice system to victims of domestic violence. The Risk Management Division administers self-insurance and evaluates the risk throughout the City.

2015 Proposed Expenditures by Category



GOALS/OBJECTIVES:

- Provide quality and cost effective legal advice and services to the Mayor, City Council, Municipal Court Judges, Boards and Commissions and City Departments;
- Defend and prosecute all litigation;
- Advise and train City staff to minimize potential litigation.

POSITION INVENTORY:

Positions	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	Grade
			Adopted	Adjusted	Projected			
Director-City Attorney	1.00	1.00	1.00	1.00	1.00	1.00	1.00	58E
Assistant City Attorney - 0.50 FTE funded by Prop. 1	2.00	2.00	2.00	2.00	2.00	2.00	2.00	49
Chief City Prosecutor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	43
City Prosecutor - 1.5 fte funded by Prop. 1	3.00	3.00	3.00	3.00	3.00	3.00	3.00	38
Lead Paralegal	1.00	1.00	1.00	1.00	1.00	1.00	1.00	33
Domestic Violence Legal Advocate	1.00	1.00	1.00	1.00	1.00	1.00	1.00	29
Paralegal	1.00	1.00	1.00	1.00	1.00	1.00	1.00	29
Legal Assistant	1.00	2.00	2.00	2.00	2.00	2.00	2.00	24
Total Regular Staffing	11.00	12.00	12.00	12.00	12.00	12.00	12.00	n/a
Change from prior year	-	1.00	-	-	-	-	-	n/a
Funded on a One-time Basis:								
Legal Assistant	1.00	-	-	-	-	-	-	24
Grand Total Staffing	12.00	12.00	12.00	12.00	12.00	12.00	12.00	n/a

DEPARTMENT SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
51	Civil Legal Svcs	\$ 208,055	\$ 224,118	\$ 229,620	\$ 229,620	\$ 229,620	\$ 2,000	\$ 2,000	\$ (227,620)	-99.1%
114	Proposition 1	-	-	-	-	-	214,879	220,426	\$ 214,879	n/a
501	Risk Management	1,236,078	1,425,542	1,028,768	1,577,612	1,577,612	924,443	924,443	(653,169)	-41.4%
Total Revenues:		\$ 1,444,132	\$ 1,649,660	\$ 1,258,388	\$ 1,807,232	\$ 1,807,232	\$ 1,141,322	\$ 1,146,869	\$ (665,910)	-36.8%
<i>General Fund Operating Expenditure Summary:</i>										
51	Civil Legal Svcs	684,041	706,452	761,746	879,214	814,214	572,538	585,649	(306,676)	-34.9%
52	Criminal Prosecution	685,428	702,299	719,954	745,094	745,094	585,849	593,714	(159,245)	-21.4%
114	Proposition 1	-	-	-	-	-	214,879	220,426	214,879	n/a
501	Risk Management	1,109,986	1,338,925	1,038,768	5,272,638	5,272,638	924,443	924,443	(4,348,195)	-82.5%
Total Expenditures:		\$ 2,479,455	\$ 2,747,676	\$ 2,520,468	\$ 6,896,946	\$ 6,831,946	\$ 2,297,709	\$ 2,324,232	\$ (4,599,237)	-66.7%

LAW DEPARTMENT OVERVIEW
Responsible Manager: Amy Jo Pearsall, City Attorney

HIGHLIGHTS/CHANGES:

The Law Department’s adopted operating budget totals \$2,297,709 in 2015 and \$2,324,232 in 2016. This is a 66.7% or \$4,599,237 decrease from the 2014 adjusted budget. The table below includes the General Fund, Proposition 1 Fund, and the Risk Management Fund. Major line item changes include:

- **Salaries and Wages** – Decrease of \$41,648 primarily due reclassification of Deputy City Attorney to Assistant City Attorney for 2015/16.
- **Services and Charges** - Decrease of \$597,953 primarily due to elimination of one-time claims, broker fees, and insurance premiums in the Risk Fund, and elimination of one-time professional service search for City Attorney and one-time outside legal counsel in the General Fund.
- **Intergovernmental** – Decrease of \$156,514 due to elimination of one-time cost for wire theft.
- **Internal Service** – Decrease of \$99,088 due to moving all internal service charges to non-departmental.
- **Other Financing Use** – Decrease of \$3,715,026 due to \$3,685,026 one-time transfer out for establishing Strategic Reserve and Unemployment Funds, and \$30,000 one-time transfer for court security.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
31X	Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 214,879	\$ 220,426	\$ 214,879	n/a
34X	Charges for Services	-	1,325,642	1,008,768	1,557,612	1,557,612	924,443	924,443	(633,169)	-40.6%
35X	Fines and Penalties	2,876	2,143	2,000	2,000	2,000	2,000	2,000	-	0.0%
36X	Miscellaneous	1,236,078	99,900	20,000	20,000	20,000	-	-	(20,000)	-100.0%
39X	Other Financing Source	205,179	221,975	227,620	227,620	227,620	-	-	(227,620)	-100.0%
Total Revenues:		\$ 1,444,132	\$ 1,649,660	\$ 1,258,388	\$ 1,807,232	\$ 1,807,232	\$ 1,141,322	\$ 1,146,869	\$ (665,910)	-36.8%
<i>Expenditure Summary:</i>										
1XX	Salaries & Wages	949,745	958,389	964,033	997,887	997,887	956,239	973,061	(41,648)	-4.2%
2XX	Benefits	381,749	368,285	552,220	333,133	333,133	345,225	354,926	12,092	3.6%
3XX	Supplies	3,436	2,460	4,875	4,875	4,875	3,775	3,775	(1,100)	-22.6%
4XX	Services and Charges	956,661	1,229,263	784,377	1,589,923	1,524,923	991,970	991,970	(597,953)	-37.6%
5XX	Intergovernmental	51,319	67,212	100,500	157,014	157,014	500	500	(156,514)	-99.7%
9XX	Internal Service	79,754	82,067	84,463	99,088	99,088	-	-	(99,088)	-100.0%
0XX	Other Financing Use	56,790	40,000	30,000	3,715,026	3,715,026	-	-	(3,715,026)	-100.0%
Total Expenditures:		\$ 2,479,455	\$ 2,747,676	\$ 2,520,468	\$ 6,896,946	\$ 6,831,946	\$ 2,297,709	\$ 2,324,232	\$ (4,599,237)	-66.7%

LAW CIVIL LEGAL SERVICES

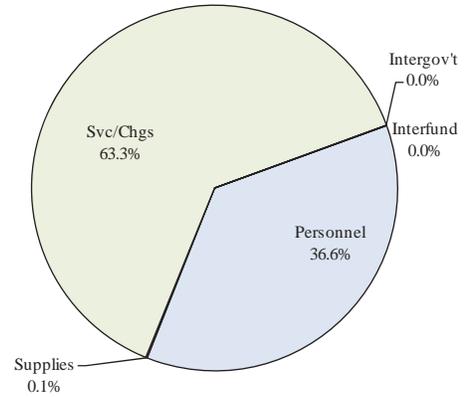
Responsible Manager: Amy Jo Pearsall, City Attorney

PURPOSE/DESCRIPTION:

The City Attorney, and two Assistant City Attorneys, aided by support staff, provide legal advice to the Mayor, City Council, Municipal Court Judges, 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. The Civil Division also oversees Risk Management of the City.

2015 Proposed Expenditures by Category



GOALS/OBJECTIVES:

- Provide timely and thoughtful legal advice to the Mayor, City Council, Municipal Court Judges, 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, police, and public records;
- Provide risk management oversight.

PERFORMANCE MEASURES:

Type/Description	2013	2014	2015	2016
Workload Measures:				
• Number of contracts drafted/reviewed	394	375	375	375
• Number of Ordinances/Resolutions Drafted	37	27	30	30
• Number of Litigation matters (excludes condemnation litigation)	12	15	20	20
• Number of Labor Agreements	1	5	5	5
Outcome Measures:				
• % drafted documents returned within 24 hours	99%	99%	99%	99%
• % of Ordinances/Resolutions presented to Council	100%	100%	100%	100%
• % of time reviewing / responding to PRA requests	11%	14%	15%	15%
• % of budget spent on outside counsel	5	5	5	5
Efficiency Measures:				
• Contracts reviewed per attorney per year	131	125	125	125
• Number of projects/files opened – major issues (not including subfiles)	48	30	40	40

POSITION INVENTORY:

Positions	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	Grade
			Adopted	Adjusted	Projected			
Director-City Attorney	0.80	0.80	0.80	0.80	0.80	0.80	0.80	58E
Assistant City Attorney - 0.50 FTE funded by Prop. 1	2.00	2.00	2.00	2.00	2.00	2.00	2.00	49
Lead Paralegal	1.00	1.00	1.00	1.00	1.00	1.00	1.00	33
Legal Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00	24
Total Regular Staffing	4.80	4.80	4.80	4.80	4.80	4.80	4.80	n/a
Change from prior year	-	-	-	-	-	-	-	n/a
Grand Total Staffing	4.80	4.80	4.80	4.80	4.80	4.80	4.80	n/a

LAW CIVIL LEGAL SERVICES

Responsible Manager: Amy Jo Pearsall, City Attorney

HIGHLIGHTS/CHANGES:

The Law Department Civil Division’s adopted operating budget totals \$1,555,034 in 2015 and \$1,571,483 in 2016. This is a 74.7% or \$4,596,818 decrease from the 2014 adjusted budget. The table below includes the General Fund, Proposition 1 Fund, and the Risk Management Fund. Major line item changes include:

- **Salaries and Wages** – Net decrease of \$31,895 due to; 0.50 FTE Assistant City Attorney moved from General Fund to Proposition 1 Fund, and reclassification of Deputy City Attorney to Assistant City Attorney for 2015/16.
- **Services and Charges** - Decrease of \$598,536 due to elimination of one-time claims, broker fees, and insurance premiums in the Risk Fund, and due to elimination of one-time professional service search for City Attorney and one-time outside legal counsel in General Fund Legal Services.
- **Intergovernmental** – Decrease of \$156,514 due to elimination of one-time cost for wire theft.
- **Internal Service** – Decrease of \$87,482 due to moving all internal service charges to non-departmental.
- **Other Financing Use** – Decrease of \$3,715,026 due to \$3,685,026 one-time transfer out for establishing Strategic Reserve and Unemployment Funds, and \$30,000 one-time transfer for court security.

**REVENUE AND EXPENDITURE SUMMARY:
CIVIL LEGAL SERVICES – GENERAL FUND & RISK FUND**

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
31X	Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 58,053	\$ 61,391	\$ 58,053	n/a
34X	Charges for Services	-	1,325,642	1,008,768	1,557,612	1,557,612	924,443	924,443	(633,169)	-40.6%
35X	Fines and Penalties	2,876	2,143	2,000	2,000	2,000	2,000	2,000	-	0.0%
36X	Miscellaneous	1,236,078	99,900	20,000	20,000	20,000	-	-	(20,000)	-100.0%
39X	Other Financing Source	205,179	221,975	227,620	227,620	227,620	-	-	(227,620)	-100.0%
Total Revenues:		\$ 1,652,187	\$ 1,873,778	\$ 1,488,008	\$ 2,036,852	\$ 2,036,852	\$ 986,496	\$ 989,834	\$ (1,050,356)	-51.6%
<i>Expenditure Summary:</i>										
1XX	Salaries and Wages	423,434	427,973	433,293	455,624	455,624	378,985	388,074	(76,639)	-16.8%
2XX	Benefits	229,359	206,659	373,158	152,060	152,060	131,586	135,608	(20,474)	-13.5%
3XX	Supplies	2,127	1,467	2,250	2,250	2,250	2,050	2,050	(200)	-8.9%
4XX	Services and Charges	951,244	1,219,999	776,850	1,582,396	1,517,396	983,860	983,860	(598,536)	-37.8%
5XX	Intergovernmental	51,319	67,212	100,500	157,014	157,014	500	500	(156,514)	-99.7%
9XX	Internal Service	79,754	82,067	84,463	87,482	87,482	-	-	(87,482)	-100.0%
0XX	Other Financing Use	56,790	40,000	30,000	3,715,026	3,715,026	-	-	(3,715,026)	-100.0%
Total Expenditures:		\$ 1,794,027	\$ 2,045,378	\$ 1,800,514	\$ 6,151,852	\$ 6,086,852	\$ 1,496,981	\$ 1,510,092	\$ (4,654,871)	-75.7%

CIVIL LEGAL SERVICES – PROPOSITION 1 FUND

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
31X	Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 58,053	\$ 61,391	58,053	n/a
Total Revenues:		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 58,053	\$ 61,391	\$ 58,053	n/a
<i>Expenditure Summary:</i>										
1XX	Salaries and Wages	-	-	-	-	-	44,744	47,209	44,744	n/a
2XX	Benefits	-	-	-	-	-	13,309	14,182	13,309	n/a
Total Expenditures:		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 58,053	\$ 61,391	\$ 58,053	n/a

LAW CRIMINAL PROSECUTION SERVICES

Responsible Manager: *Stephanie Arthur, Chief Prosecutor*

PURPOSE/DESCRIPTION:

Four attorneys act as City Prosecutors in the Federal Way Municipal Court 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 under the Mayor’s budget. The prosecution staff handles an average of 1,070 infractions and 3,750 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, and municipal court personnel, probation services, jail bookings and transport, counseling services, citizen/witness coordination, appointed and private defense counsels, and outside jurisdictions on shared defendants.

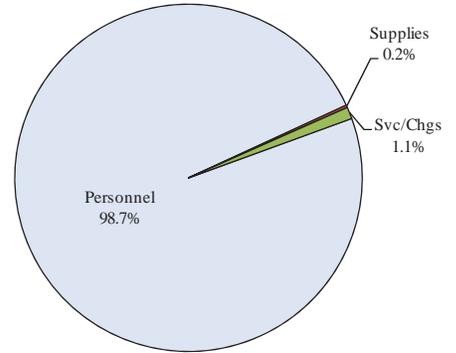
In addition, the prosecutors and support staff have a high volume of contact with citizens, victims, witnesses and defendants, respond to questions about victim assistance, criminal procedures, and case setting information, and advise the police regarding criminal and infraction matters.

The Criminal Prosecution Division continues to use Proposition 1 Funding for the prosecution of Domestic Violence offenses, persistent City Code violators and to litigate drug/asset forfeiture cases.

GOALS/OBJECTIVES:

- Protect the safety of the public through effective prosecution of offenders.
- Work with the Police Department for effective prosecution of domestic violence matters, DUI, and drug/asset forfeitures.
- 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.

2015 Proposed Expenditures by Category



PERFORMANCE MEASURES:

Type/Description	2013	2014	2015	2016
Workload Measures:				
• Infraction Discovery sent	1,125	1,075	1,075	1,075
• Cases filed – criminal citations	3,604	3,400	3,500	3,500
• Domestic Violence cases filed- (included in above criminal citation filings)	550	500	500	500
Outcome Measures:				
• Total resolved cases	3,946	3,400	3,500	3,500
Efficiency Measures:				
• Criminal cases per prosecutor	901*	850*	875*	875*

*The average cases per prosecutor are based on 4 FTE’s

LAW CRIMINAL PROSECUTION SERVICES
Responsible Manager: Stephanie Arthur, Chief Prosecutor

POSITION INVENTORY:

Positions	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	Grade
			Adopted	Adjusted	Projected			
Director-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 - 1.5 fte funded by Prop. 1	3.00	3.00	3.00	3.00	3.00	3.00	3.00	38
Domestic Violence Legal Advocate	1.00	1.00	1.00	1.00	1.00	1.00	1.00	29
Paralegal	1.00	1.00	1.00	1.00	1.00	1.00	1.00	29
Legal Assistant	-	1.00	1.00	1.00	1.00	1.00	1.00	24
Total Regular Staffing	6.20	7.20	7.20	7.20	7.20	7.20	7.20	n/a
Change from prior year	-	1.00	-	-	-	-	-	n/a
Funded on a One-time Basis:								
Legal Assistant	1.00	-	-	-	-	-	-	24
Grand Total Staffing	7.20	7.20	7.20	7.20	7.20	7.20	7.20	n/a

HIGHLIGHT/CHANGES:

The Law Department Criminal Division’s adopted operating budget totals \$742,675 in 2015 and \$752,749 in 2016. This is a 0.3% or \$2,419 decrease from the 2014 adjusted budget. Major line item changes include:

- **Salaries and Wages** - Net Decrease of 9,753 due to; 1.50 FTE City Prosecutor moved from General Fund to Proposition 1 Fund, and reclassification of Deputy City Attorney to Assistant City Attorney for 2015/16.
- **Internal Service** - Decrease of \$11,606 due to moving all internal service charges to non-departmental.

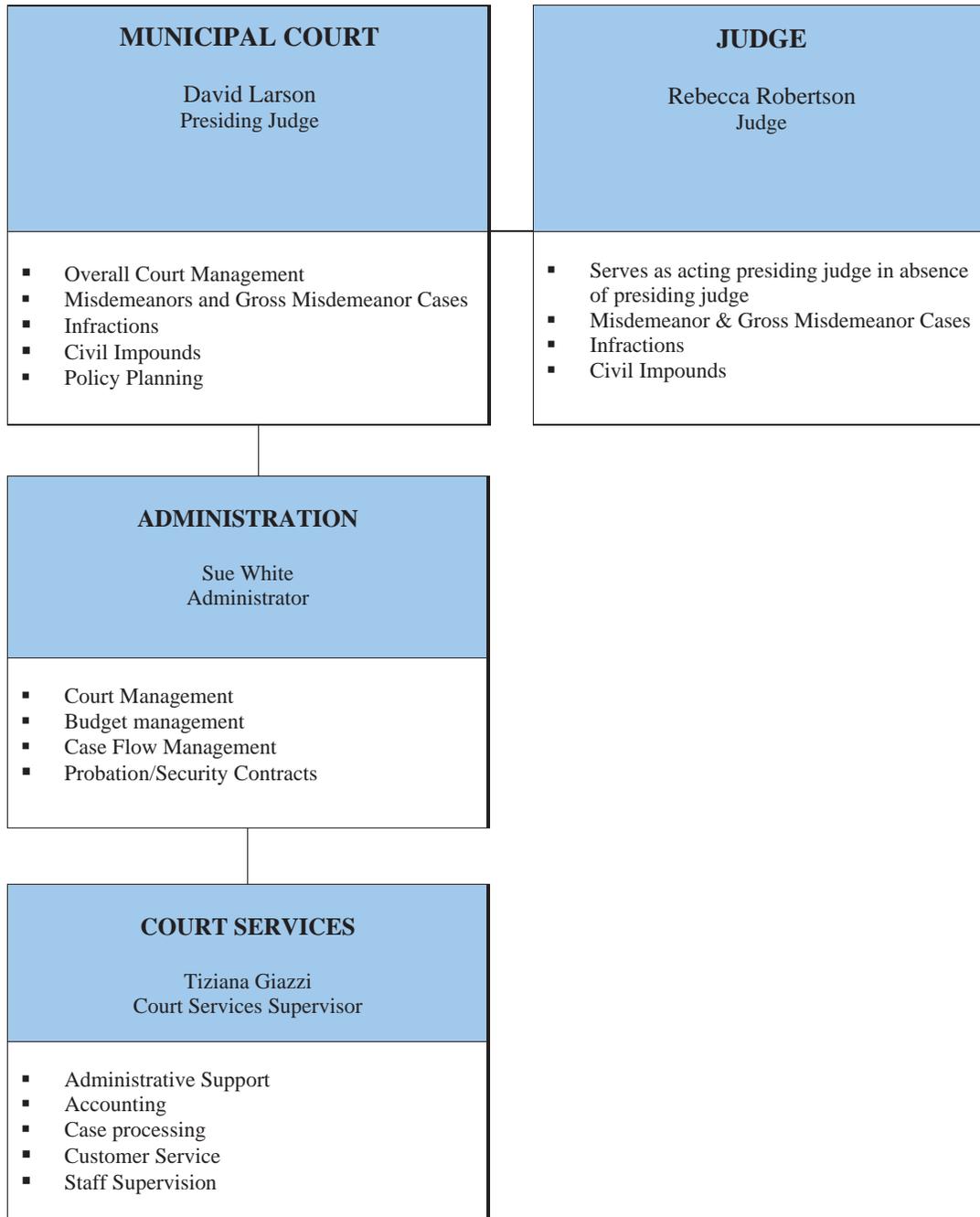
**REVENUE AND EXPENDITURE SUMMARY:
 CRIMINAL PROSECUTION SERVICES – GENERAL FUND**

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditure Summary:</i>										
1XX	Salaries and Wages	526,312	530,416	530,740	542,263	542,263	411,068	415,133	(131,195)	-24.2%
2XX	Benefits	152,391	161,627	179,062	181,073	181,073	164,946	168,746	(16,127)	-8.9%
3XX	Supplies	1,309	993	2,625	2,625	2,625	1,725	1,725	(900)	-34.3%
4XX	Services and Charges	5,417	9,263	7,527	7,527	7,527	8,110	8,110	583	7.7%
9XX	Internal Service	-	-	-	11,606	11,606	-	-	(11,606)	-100.0%
Total Expenditures:		\$ 685,428	\$ 702,299	\$ 719,954	\$ 745,094	\$ 745,094	\$ 585,849	\$ 593,714	\$ (159,245)	-21.4%

CRIMINAL PROSECUTION SERVICES – PROPOSITION 1 FUND

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
31X	Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 156,826	\$ 159,035	\$ 156,826	n/a
Total Revenues:		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 156,826	\$ 159,035	\$ 156,826	n/a
<i>Expenditure Summary:</i>										
1XX	Salaries and Wages	-	-	-	-	-	121,442	122,645	121,442	n/a
2XX	Benefits	-	-	-	-	-	35,384	36,390	35,384	n/a
Total Expenditures:		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 156,826	\$ 159,035	\$ 156,826	n/a

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MUNICIPAL COURT

Responsible Manager: *David Larson, Presiding Judge*

2013/2014 ACCOMPLISHMENTS

PERSONNEL

- Maintain and encourage professional development for all staff.
- Held two successful staff retreats.
- Staff maintained a high degree of professional competency and customer service.

COMMUNITY OUTREACH

- Continued regular coordination meetings with Judges, Court Administrator, Court Services Supervisor, Probation, Prosecutor, and Public Defenders.
- Hosted the 3rd and 4th Annual South King County District YMCA High School Mock Trial Competition in 2013 and 2014.
- 5th and 6th Annual Federal Way School District and the Federal Way Arts Commission Court Art Contest. The theme is *Liberty and Justice for All*.
- Dispute Resolution Center made part of Town Hall Meetings.
- Mediations held on a frequent basis.
- Both judges are involved in District and Municipal Court Judges Association activities and committees as well as other professional and civic organizations.
- Judge Robertson became a member of the board for the District & Municipal Court Judge's Association.
- Judge Larson teaches *Street Law* at Todd Beamer High School and is also involved in training judges and teachers on how to teach the course.
- Judge Larson continues to teach new judges at the State Judicial College.
- Judge Larson is a member of several local community boards.

PROGRAMS/COST REDUCTIONS/EFFICIENCIES

- Worked with city staff for planning changes to facility for greater security.
- Increased security presence with budget allowance from city council.
- Increased security presence also allowed the court to open during lunch hours to better serve the public.
- Worked with Providence Community Corrections to implement innovative alternatives to jail that had served as models for other jurisdictions.
- Worked with IT to research and reach agreement for the development of automated courts order processing and electronic file management through an integrated system that reduces data input and increases document management efficiencies by police, prosecutors, defense attorneys, clerks, judges, and SCORE.
- Updated Court Video/Audio hearing equipment for SCORE video hearings.
- Changed court forms to reflect changes in legislation and court rules.
- Expanded the e-ticket traffic citations in conjunction with police.
- Utilized South King County Multi-Service Center jobs program for temporary staff.

2015/16 ANTICIPATED KEY PROJECTS

- Implement computer system with automated courts order processing and electronic file management through an integrated system that reduces data input and increases document management efficiencies by police, prosecutors, defense attorneys, clerks, judges, and SCORE.
- Further improve court security with the possibility of adding a X-Ray machine and replacing magnetometer.
- Create Community Service partnerships to better serve Federal Way and provide a structured means for defendants to perform community service for fines and punishments.
- Continue to work with SCORE, police, mayor, Providence and other to develop jail and jail alternative programs that reduce costs yet assure public safety.
- Research costs and benefits of using automated notification of court dates and payment due dates to reduce warrants and increase fine collections.

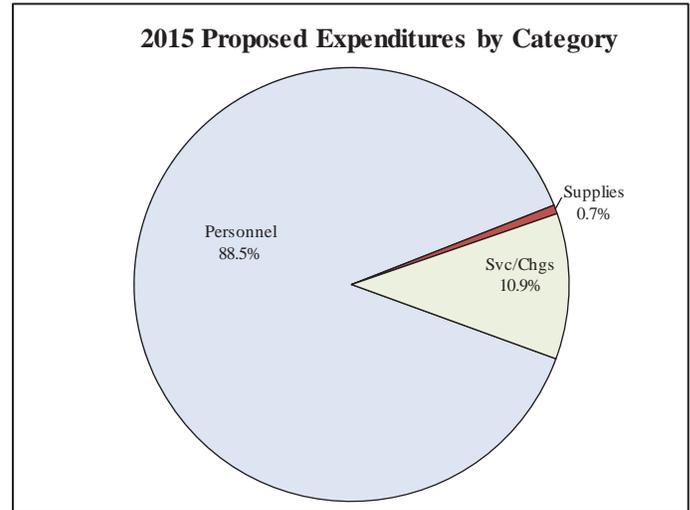
MUNICIPAL COURT
 Responsible Manager: *David Larson, Presiding Judge*

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.



PERFORMANCE MEASURES:

Type/Description	2013	2014	2015	2016
Workload Measures:				
• Number of Judicial Officers	2.0	2.0	2.0	2.0
• Number of Administrator/Supervisor	2.0	2.0	2.0	2.0
• Number of Clerk Staff (Actual FTE)	9.0	9.0	9.0	9.0
• Traffic Infraction Filings/Parking	12,010	10,000	10,000	10,000
• Non-Traffic Infraction Filings	255	270	270	270
• DUI Filings	199	185	185	185
• Criminal Traffic Filings	1,512	1,100	1,100	1,100
• Criminal Non-Traffic Filings	1,664	1,800	1,800	1,800
• Civil Filings	6	6	6	6
• Photo Enforcement Filings	24,300	21,000	21,000	21,000
• Total Filings	39,946	34,361	34,361	34,361
• Infraction Hearings Held/Parking	4,752	4,500	4,500	4,500
• DUI Hearings Held	1,685	1,800	1,800	1,800
• Criminal Traffic Hearings Held	2,736	2,700	2,700	2,700
• Criminal Non-Traffic Hearings Held	6,745	6,800	6,800	6,800
• Photo Enforcement Hearings Held	6,978	6,500	6,500	6,500
• Total Hearings Held	22,896	22,300	22,300	22,300

POSITION INVENTORY:

Positions	2012 Actual	2013 Actual	2014			2015 Adopted	2016 Adopted	Grade
			Adopted	Adjusted	Year-end			
Municipal Court Judge (0.5 FTE funded by Prop 1)	2.00	2.00	2.00	2.00	2.00	2.00	2.00	58g
Court Administrator	1.00	1.00	1.00	1.00	1.00	1.00	1.00	50a
Court Services Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	39
Court Clerk II	5.00	5.00	5.00	5.00	5.00	5.00	5.00	C21
Court Clerk I (1.0 FTE funded by Prop 1)	4.00	4.00	4.00	4.00	4.00	4.00	4.00	C14
Total Regular Staffing	13.00	13.00	13.00	13.00	13.00	13.00	13.00	n/a
Change from prior year	-	-	-	-	-	-	-	n/a
Frozen Positions:								
Court Clerk I	1.00	-	-	-	-	-	-	C14
Grand Total Staffing	14.00	13.00	13.00	13.00	13.00	13.00	13.00	n/a

CITY OF FEDERAL WAY 2015/2016 PROPOSED BUDGET

MUNICIPAL COURT

Responsible Manager: *David Larson, Presiding Judge*

HIGHLIGHTS/CHANGES:

The Municipal Court’s proposed operating budget totals \$1,529,125 in 2015 and \$1,557,092 in 2016. This is 10.4% or \$178,088 decrease from the 2014 adjusted budget. Major line item changes include:

- **Salaries and Wages** – Decrease of \$30,636 due to 1.5 FTE funded by the Proposition 1 Tax revenues and elimination of temporary help and pro temp pay.
- **Services and Charges** – Decrease of \$40,002 due to elimination of one time implementation of security system and court security service that is funded by Traffic Safety Fund.
- **Internal Service** – Decrease of \$153,054 due to moving all internal service charges to non-departmental.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
31X	Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 163,187	\$ 168,579	\$ 163,187	n/a
33X	Intergovernmental	45,313	45,651	45,000	45,000	45,000	50,000	50,000	5,000	11.1%
34X	Charges for Services	246,540	238,275	247,000	247,000	247,000	258,500	258,500	11,500	4.7%
35X	Fines	1,077,092	1,118,566	1,094,000	1,094,000	1,094,000	1,198,950	1,198,950	104,950	9.6%
36X	Miscellaneous	76,350	109,114	45,000	45,000	45,000	105,650	105,650	60,650	134.8%
39X	Other Financing Sources	203,333	218,318	225,068	225,068	225,068	-	-	(225,068)	-100.0%
Total Revenues:		\$ 1,648,627	\$ 1,729,924	\$ 1,656,068	\$ 1,656,068	\$ 1,656,068	\$ 1,776,287	\$ 1,781,679	\$ 120,219	7.3%
<i>Expenditure Summary:</i>										
1XX	Salaries & Wages	\$ 889,421	\$ 899,151	\$ 957,832	\$ 998,490	\$ 998,490	\$ 848,030	\$ 853,577	\$ (150,460)	-15.1%
2XX	Benefits	277,072	305,570	332,669	339,471	339,471	341,709	358,736	2,238	0.7%
3XX	Supplies	7,458	4,065	10,050	10,050	10,050	10,050	10,050	-	0.0%
4XX	Services and Charges	133,210	150,673	176,148	206,148	206,148	104,596	104,596	(101,552)	-49.3%
6XX	Capital Outlays	-	1,947	-	-	-	-	-	-	n/a
9XX	Internal Services	114,565	118,897	132,258	153,054	153,054	-	-	(153,054)	-100.0%
Subtotal Operating Exp:		\$ 1,421,727	\$ 1,480,301	\$ 1,608,957	\$ 1,707,213	\$ 1,707,213	\$ 1,304,387	\$ 1,326,963	\$ (402,826)	-23.6%
<i>Prop 1 & Traffic Safety Expenditure Summary:</i>										
1XX	Salaries & Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 119,824	\$ 122,737	\$ 119,824	n/a
2XX	Benefits	-	-	-	-	-	43,363	45,843	43,363	n/a
4XX	Services and Charges	-	-	-	-	-	61,550	61,550	61,550	n/a
Prop 1 and Traffic Safety Exp:		\$ -	\$ 224,737	\$ 230,129	\$ 224,737	n/a				
Total Expenditures:		\$ 1,421,727	\$ 1,480,301	\$ 1,608,957	\$ 1,707,213	\$ 1,707,213	\$ 1,529,125	\$ 1,557,092	\$ (178,088)	-10.4%

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CITY OF FEDERAL WAY 2015/16 PROPOSED BUDGET

NON – DEPARTMENTAL

PURPOSE/DESCRIPTION:

Non – Departmental includes revenues and expenditures that are allocated city-wide. Major revenue sources include Property Tax, Sales Tax, Real Estate Excise Tax, Liquor Tax, Rent for Land, Administration Fees, and Other Financing Sources such as Transfer in of Utility tax to subsidize the General Fund.

HIGHLIGHTS/CHANGES:

The Non-Departmental proposed operating budget totals \$33,092,307 in 2015 and \$27,452,596 in 2016. This is 34.5% or \$17,396,126 decrease from the 2014 adjusted budget. Major line item changes include:

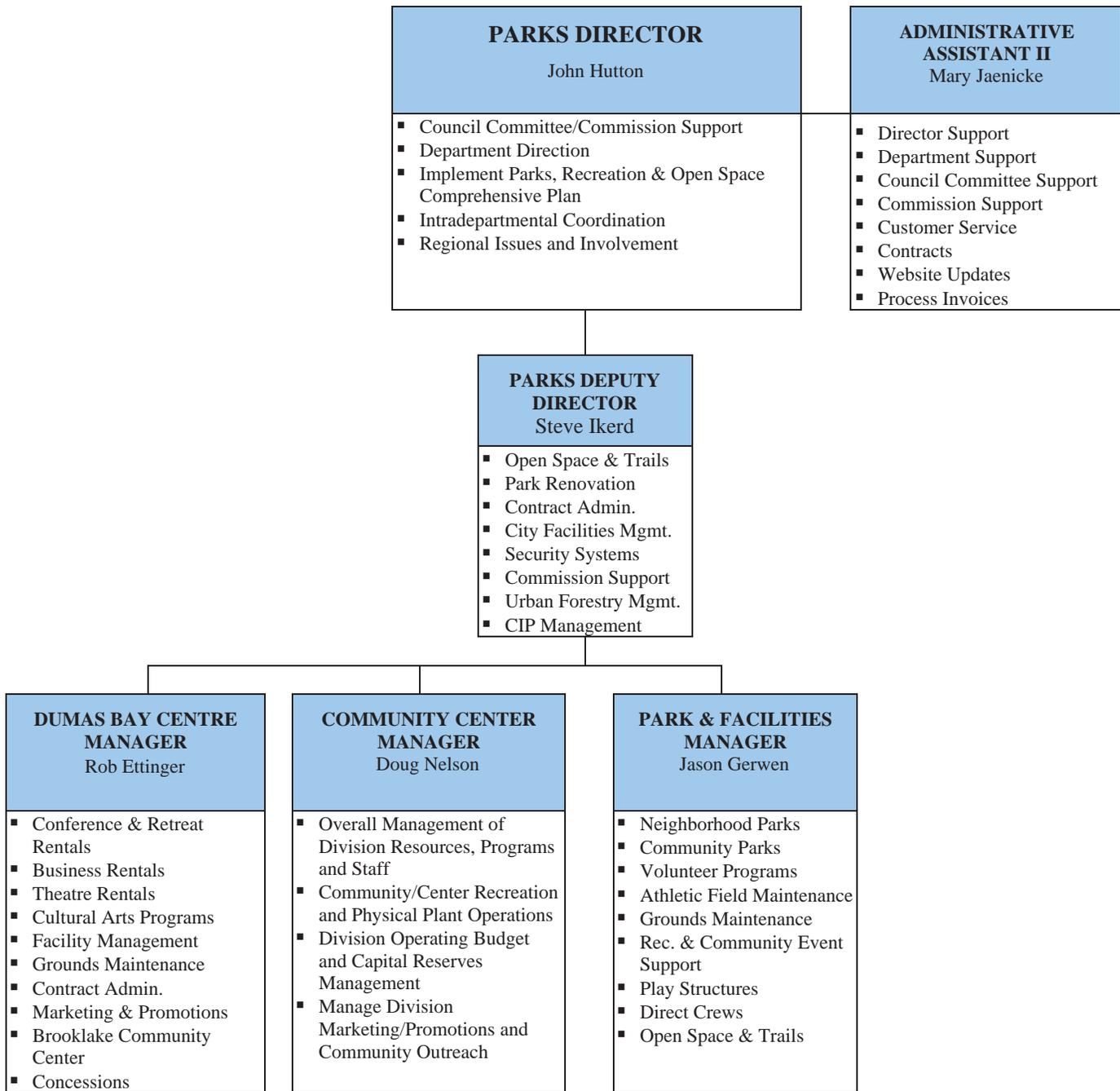
- **Benefits** – Decrease of \$509,659 due to including Health Insurance and other benefit increases in the department budget instead of in non-departmental.
- **Capital Outlays** – Decrease of \$1,777,240 primarily due to one-time capital expenditures in 2014 not in 2015/16.
- **Debt Services** – Decrease of \$919,403 primarily due to not having debt service payment for SCORE in 2015.
- **Internal Service** – Increase of \$4,222,560 due to allocating all internal service charges to General Fund.
- **Other Financing Use** – Decrease of \$18,052,740 primarily due to one-time transfers in 2014 not in 2015/16, and addition King County Health Facility contribution to keep facility open.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
31X	Taxes	\$37,335,615	\$38,326,716	\$36,502,000	\$38,157,000	\$38,757,000	\$36,498,586	\$37,364,464	\$ (1,658,414)	-4.3%
32X	Licenses and Permits	1,255,690	1,297,884	1,231,000	1,291,000	1,291,000	1,307,000	1,307,000	16,000	1.2%
33X	Intergovernmental	1,361,951	1,860,697	766,000	2,125,000	2,125,000	1,285,000	1,285,000	(840,000)	-39.5%
34X	Charges for Services	580,532	596,315	581,014	5,011,059	5,011,059	4,881,241	4,881,241	(129,818)	-2.6%
35X	Fines and Penalties	-	4,710	2,000	2,000	2,000	2,000	2,000	-	0.0%
36X	Miscellaneous	290,810	271,308	214,300	214,300	214,300	265,800	265,800	51,500	24.0%
39X	Other Financing Source	4,853,892	20,429,629	6,055,000	28,675,067	28,675,067	9,114,306	9,170,670	(19,560,761)	-68.2%
Total Revenues:		\$ 45,678,490	\$ 62,787,259	\$ 45,351,314	\$ 75,475,426	\$ 76,075,426	\$ 53,353,933	\$ 54,276,175	\$ (22,121,493)	-29.3%

<i>Expenditure Summary:</i>										
2XX	Benefits	-	-	234,659	509,659	-	-	-	(509,659)	-100.0%
3XX	Supplies	2,291	634	-	-	-	-	-	-	n/a
4XX	Services and Charges	371,808	123,991	195,300	3,399,547	3,349,547	3,039,903	3,039,903	(359,644)	-10.6%
5XX	Intergovernmental	-	-	-	221	221	221	221	-	0.0%
6XX	Capital Outlays	153,188	1,029,299	1,600	10,117,240	1,777,240	8,340,000	-	(1,777,240)	-17.6%
7XX	Debt Service-Princ	480,760	12,649,148	550,200	625,200	625,200	675,000	470,000	49,800	8.0%
8XX	Debt Service-Interest	575,943	2,070,308	1,488,934	1,333,776	1,333,776	364,573	1,251,538	(969,203)	-72.7%
9XX	Internal Service	352,258	455,773	281,066	998,221	309,649	5,220,781	5,103,666	4,222,560	423.0%
0XX	Other Financing Use	15,451,132	17,269,694	16,505,463	33,504,569	33,980,169	15,451,829	17,587,268	(18,052,740)	-53.9%
Total Expenditures:		\$ 17,387,380	\$ 33,598,847	\$ 19,257,222	\$ 50,488,433	\$ 41,375,802	\$ 33,092,307	\$ 27,452,596	\$ (17,396,126)	-34.5%

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditure Summary:</i>										
001	General Fund	1,959,000	2,239,675	2,740,585	6,350,896	4,625,665	7,652,304	9,614,264	1,301,408	20.5%
103	Utility Tax	12,603,760	13,576,772	12,870,187	14,440,462	15,443,062	10,296,533	10,351,547	(4,143,929)	-28.7%
107	Special Contracts/Studies	54,859	145,998	1,600	357,019	357,019	-	-	(357,019)	-100.0%
109	Hotel/Motel Lodging Tax	304,489	86,396	195,300	227,034	177,034	200,300	200,300	(26,734)	-11.8%
113	Real Estate Excise Tax	-	-	-	6,119,751	6,119,751	2,723,773	2,725,123	(3,395,978)	-55.5%
120	Paths & Trails	155,000	155,000	157,000	157,000	157,000	-	-	(157,000)	-100.0%
188	Strategic Reserve	-	-	-	-	-	-	-	-	n/a
201	Debt Service	2,108,332	16,328,476	3,292,550	5,212,392	5,212,392	1,039,573	1,721,538	(4,172,819)	-80.1%
301	Downtown Redevelopment	52,539	36,915	-	4,212,063	4,212,063	-	-	(4,212,063)	-100.0%
302	City Facilities	149,401	1,029,615	-	682,187	682,187	-	-	(682,187)	-100.0%
307	Capital Project Reserve	-	-	-	-	-	-	-	-	n/a
308	Performing Arts Center	-	-	-	9,944,763	1,604,763	8,340,000	-	(1,604,763)	-16.1%
506	Self Health Insurance	-	-	-	2,560,041	2,560,041	2,614,999	2,614,999	54,958	2.1%
507	Unemployment Insurance	-	-	-	224,825	224,825	224,825	224,825	-	0.0%
Total Expenditures:		\$ 17,387,380	\$ 33,598,847	\$ 19,257,222	\$ 50,488,433	\$ 41,375,802	\$ 33,092,307	\$ 27,452,596	\$ (17,396,126)	-34.5%



PARKS, RECREATION AND CULTURAL SERVICES DEPARTMENT OVERVIEW

Responsible Manager: *John Hutton, Parks Director*

2013/2014 ACCOMPLISHMENTS

- Worked with Maintenance and AmeriCorps for our annual Dumas Bay Centre cleanup and restoration.
- Repaired Dumas Bay Centre roof over main meeting rooms and overnight rooms to extend the life of the roof structure with a 10 year warranty.
- Continued to reduce energy usage in the facility by replacing many compact fluorescent bulbs to LED's.
- Reduced expenditures in operations and increased revenues by using the Cipella marketing plan and continuing our internet based advertising campaign.
- Completion of an updated 6 year Park, Recreation & Open Space Comprehensive Plan.
- Renovated an upgrade of the Family Funland Playground in Steel Lake Park.
- Developed & constructed a new Downtown Park called "Town Square Park".
- Upgraded irrigation controls at Celebration Park.
- Improved the restrooms and two Little League Fields at Lakota Park.
- Master Planned a new trail and park system in the Panther Lake open space.
- Continue installing new monument signs at park entries.
- Resurfaced five outdoor tennis and basketball courts.
- Resurfaced the rubber running track at Saghalee Park.
- Operated the FWCC within or better than designated utility tax contributions. In 2013, only \$325K of the budgeted \$525K was used, and currently \$25K ahead of that pace for 2014.
- Energy efficiency measures have led to nearly \$150K in savings during 2-year budget cycle.
- Increased marketing efforts for rentals at the FWCC by focusing on special event and business bookings. YTD revenue earnings are \$20K ahead of projected budget.
- Reached membership goals of 3,000 units and 6,000 total members. Currently at 3,679 units and 6,202 total members.
- Extended Use Passes (Membership Dues) exceeded budget expectations by \$93,000 in 2013 and on target to exceed budget by \$50,000 in 2014.
- Daily Drop-in Admissions are on target to exceed budget expectations, for the first time since the facility opened, by nearly \$38,000 in 2014.
- Made a major push to increase participation and sponsorship contributions across the entire Recreation Division; in particular the Annual Community Health and Safety Fair, two annual 5K Fun Runs, and various special events - additional details on sponsor acquisition included below.
- FWCC Youth Athletics program revenues increased by nearly 28.5% during two-year span.
- Fitness Training Fees/Classes revenues were increased 37% in 2013.
- Aquatics Program/Lesson Fees increased by 15% during two-year span.
- Fitness Training Fees/Classes revenues were increased 37% in 2013.
- Met our goal of serving over 4,000 people each month in our group fitness classes.
- Continued development, maintenance and management of a first-class fitness instructor team led by five original members.
- Coordinated two 5k runs and a Family Health & Safety Fair each year in 2013 and 2014. These events have attracted over 1,000 runners and 1,000 health fair participants and have raised over \$30,000 for the Mesothelioma Applied Research Foundation (July 4th run only). These are fantastic events that attract a wide demographic of participants as well as meeting our goal with community outreach and collaboration with area businesses such as St. Francis Hospital, Virginia Mason Hospital, Ball Chiropractic, RJay's Scoreboard Tavern, BUDU Racing and much more.
- Implemented an Employee of the Month program recognizing outstanding part-time staff working with in the facility.
- Improved our Social Media presence by hiring a full-time Sales & Retention Technician. Marketing and Community Outreach has greatly improved, including improved use of Facebook, Twitter, Instagram and Constant Contact.
- New graphics specialist is now working out of the Community Center full-time. Work is being divided evenly between the Community Center and the Mayor's Office.
- FWCC Facility Services Coordinator has effectively managed Brooklake Community rentals since property acquisition in 1st Quarter of 2014.
- More than 2000 students enrolled in the Learn to Swim Lesson Program in 2013 and currently the facility is on pace to significantly surpass that number in 2014.
- We have continued to find new and innovative ways to reduce operating costs. In 2013 the facility entered into an inter-local agreement with King County for the purpose of purchasing pool disinfecting chemicals through their bid with a vendor, which has a cost savings of approximately 10% or roughly \$4000.00 a year. In 2014 the facility will access a Puget Sound Energy Grant and will remove the existing lighting in the Aquatics Area and replace it with new energy efficient

PARKS, RECREATION AND CULTURAL SERVICES DEPARTMENT OVERVIEW

Responsible Manager: John Hutton, Parks Director

- LED lighting which will save approximately \$11,500.00 a year on energy costs alone. It has been projected that the project will pay for itself in less than 1.9 years.
- The Aquatics area sponsors an annual Swim-a-thon for Safe Kids which raises money for children to take swimming lessons at a reduced rate or even for free when their parent qualifies for the program. The 2013 and 2014 Swim-a-thons for Safe Kids raised more than \$2800.00 which translates approximately 60 sessions of swim lessons that were funded by the event. The event is cosponsored by several local businesses that either provide funds or goods to allow prizes to be awarded to the participants and marketing materials at no cost to the City.
- In 2013, the Steel Lake Lifeguarding Program tallied more than 10,000 swimmers in the water during the times while the Lifeguards were on duty. In 2014, with warmer weather registered throughout the summer, the Lifeguards are seeing considerably higher attendance numbers. In 2013 approximately 1100 lifejackets were borrowed for use in Steel Lake swimming area through the City's Lifejacket loaner program. Increases in numbers of borrowed lifejackets are keeping pace with the increased attendance numbers.
- In 2014 the Community Center started a partnership with the Federal Way Library to promote Water Safety and Aquatic Programming at the Community Center through quarterly safety presentations at the Library.
- Significant changes to Facility Coordinator roles and responsibilities have led to increased productivity in the following areas
 - Improved front desk customer service through trainings and various efficiencies
 - Improved cash handling procedures that meet or exceed state auditor recommendations
 - Greatly increased call answering abilities by adding 16 "live ring" locations
 - Implemented the Guest Liability Waiver and Photo ID requirement
 - Began running the Splash Café internally, and earned \$38K in revenues through July 2014.
 - Streamlined facility rental operations, and realized an 18% increase in rental revenues during a two-year span.
 - Increased Birthday Party business by 20% from 2013 to 2014.
-
- Daughters Night Out – Broke into two sessions adding a princess party version with Disney princess appearances for the first session. Formed a partnership with Menchie's Frozen Yogurt, Shari's, and Bread Garden to provide free dessert for each participant.
- Touch a Truck – Added a new event that brings trucks of all shapes and sizes including our own police, public works and parks vehicles so kids can climb on, touch, and see how these vehicles work up close. Over 500 people attended in its first year.
- Hooked on Fishing – Purchased a new net in 2013 and have strengthened our relationship with the Puget Sound Anglers. We have also brought on Sportsman's Warehouse in 2014 as a community sponsor. This event has been sold out and at capacity the last two years.
- Kids Day- We have worked hard to bring this back to a community event where kids based sponsors come in to run activities for the kids. This year was the most successful with 24 community based sponsors and booths. We also had a full stage of entertainment throughout the day showcasing talent from Federal Way as well as professional singers and artists.
- K9 Karnival- We have doubled the amount of sponsors since 2012 K9 Karnival. We continue to focus on dog related sponsors that provide services in and around the Federal Way area and making this a fun family event.
- Tricks and Treats – In 2013 we broke this into two sessions to make this more friendly to our 2-5 crowd. We lowered the levels of the games and just made it more younger kid friendly. The older session we moved the games back on to the tables. This made the event much easier to move around and gave kids more opportunities for games and activities. We also have brought in more community sponsors who ran activities. We use over 50 ROTC Todd Beamer volunteers for this event.
- Jingle Bell Brunch- Sold out in 2013. We are continuing to increase the cost of the event as we continue to raise the standards, food, and entertainment. Last year included Santa, Frosty, a Nutcracker ballet demo, the TJ Drum line, and Cookie Decorating.
- Cookies with Mrs. Claus is a new program we have added for 2014 where kids are able to come and decorate cookies with Mrs. Claus.
- Specialty Camps- We added several specialty camps over the last two years during the summer. Camps have included Art For Kids, Bricks For Kidz Lego Camps, and Prestige Studio Dance Camps. These programs have currently brought in \$10,798 for 2014.

PARKS, RECREATION AND CULTURAL SERVICES DEPARTMENT OVERVIEW

Responsible Manager: *John Hutton, Parks Director*

- Gymnastics (creative movement) we increased revenue by \$5,000 from 2012 to 2013 by adding Monday evening classes here at the FWCC.
- Event Sponsorships- We have almost tripled our event sponsorships from \$2,818 2012 to \$8,321 in 2013. This has been a focus of our events in regards to forming community partnerships and strengthening our relationships with local businesses. It is evident with the amount of sponsors involved in events and the revenue generated by sponsorship.
- Private Music Lessons- Since 2012 we have increased our revenue by \$6,000 each year in our music program by adding private music lessons and adding guitar lessons .
- Picnic Reservations- Picnic reservations have increased by \$5,000 from 2012 to 2013. Staff implemented a morning reservation and afternoon reservation in order to maximize picnic shelter operations and revenue at Steel Lake.
- Overall revenues for the Inclusion Programs increased by 6% in 2013/14.
- The Community Development Block Grant awarded the Inclusion Program a 5% increase to its grant from the previous year.
- Athletics (Special Olympic Sports) saw an 18% increase in revenues from the past year. This was due to higher participation of athletes.
- Overall charges for activity fees were up over 7%. This was also due to an increase rate of participation in Inclusion Programs.
- Cubbies Camp for children going into Kindergarten, serving 10 children average each week (\$15,000 revenue)
- Added 2 new preschool classes, 2nd session of Alphabets & Learn with Me
- Added 2 Preschool trips Fall to pumpkin patch and winter to Tacoma Children's Museum
- Added 2 sessions of New Parenting class called Worry Monster
- Recreation Assistant added back the Kid Escape program 5 Events in 2014
- Recreation Assistant added new Teen Late Night to launch in Fall of 2014
- Moved Yoga on the Beach to Yoga at Town Square Park
- Added Monday's Come Play with me at Town Square Park
- Partnered with Susan at Café to offer Sack lunches for Camp made by Dumas Bay
- Added 2 new activities at RWB festival (sensory area and toss game)
- RWB Day camp staffed the Info booth and all activity booths plus supported new Parade
- Added an extensive overnight collaborative travel program, partnering with multiple neighboring cities
- Added numerous new programs, activities and trips
- Continued growth and participation in numerous programs, activities and trips which reflected in consecutive revenue increases over the last five years

PARKS, RECREATION AND CULTURAL SERVICES DEPARTMENT OVERVIEW

Responsible Manager: John Hutton, Parks Director

2015/2016 KEY PROJECTS ANTICIPATED

- Complete fire alarm panel upgrade per direction of South King Fire and Rescue.
- Install carpet throughout main meeting rooms, lobby of theatre and theatre stage area.
- Purchase new meeting room furniture including chairs and tables.
- Purchase new bedding and bed in overnight rooms.
- Continue to work with Centerstage Theatre to maintain a successful operation and partnership.
- Continue to manage the budget to maximize revenues and reduce expenditures.
- Construct Phase I of the Panther Lake Open Space Master Plan to include a loop trail around the lake and connect to the BPA Trail.
- Replace the synthetic turf on the Karl Grosch soccer field.
- Develop a revised plan for improvements at Lakota Park.
- Identify, improve or replace playground structures in the next 2-3 neighborhood parks.
- Complete the Celebration Park Maintenance Building.
- Identify and make repairs to asphalt paths throughout the park system.
- Continue to work with AmeriCorps & EarthCorps on city projects.
- Identify and develop a plan for Brooklake Community Center.
- Further develop Community Center/Recreation Marketing Plan; including increased emphasis on Social Media marketing and community outreach
- Update and complete revised version of the Federal Way Community Center Operations Manual
- Implement staff training protocol for professional staff
- Technology upgrade for sound and projection in community wing
- New furniture and carpet for Community wing and Alder room
- Update the Child Care Room
- Continue to mainstream products, prices and staff at the Splash Café to increase profit and maintain service
- Work on implementing new registration software
- Create new rental packages and market a little more toward weddings and high end business meetings once technology is upgraded.
- A major project of a scholarship fund is being planned for 2015. Donations are expected to increase significantly through a relationship with Kiwanis. These funds will create a scholarship program so low-income individuals can participate at a free or low cost. We expect this fund to help increase participation of an untouched market in Federal Way.
- A new program called ConnectAbility Club is being formed. This club will support non-profits in Africa who help people with disabilities by offering personal communication and fundraising help.
- Several other new programs are in the works and could generate even more revenue. Programming in Town Square Park remains a priority as well as launching new programs such as therapeutic gardening and animal therapy.
- Maintain our Strong revenue programs (Camp, Preschool, Classes)
- Develop, Create, and grow at Teen program by reaching out to local Middle Schools and starting Late Night programming. Retain current teen staff to work with our programs.
- Community Recreation Assistant to Full Time includes working with Teens
- Re-organized Summer Teen Camps to include Crazy and Fit Camp options to fit the needs of our teen population
- Plan & organize a Recreation Retreat (Review/Plan/Recreate/Team build)
- Research and Plan to Fundraise Camp Scholarships.
- Work with Federal Way School district to develop a bussing arrangement which will allow us to offer before and after school programs, which would be a great service to families and generate substantial revenue.
- Revitalize adult softball and volleyball leagues which have been on a downward trend nationally.

CITY OF FEDERAL WAY 2015/2016 PROPOSED BUDGET

ADOPTED CAPITAL PROJECTS AND FUNDING SOURCES (DOLLARS IN THOUSAND):

Responsible Manager: *John Hutton, Parks Director*

2015 Proposed Projects	Sources (in thousands)								
	REET	Misc / Trsfrs	Prior Years' Sources	Total Sources	Consult Svcs	Construct	Project Mgmt	Equip Acquis	Total Expenses
Major Maintenance & Improvements to Existing Park Facilities	\$ 150	\$ -	\$ -	\$ 150	\$ -	\$ 150	\$ -	\$ -	\$ 150
Annual Playground Repair & Replacement Program	150	-	-	150	-	150	-	-	150
Lakota Soccer Field Upgrade	-	-	700	700	-	700	-	-	700
Total 2015	\$ 300	\$ -	\$ 700	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ -	\$ 1,000

2016 Proposed Projects	Sources (in thousands)								
	REET	Misc / Trsfrs	Prior Years' Sources	Total Sources	Consult Svcs	Construct	Project Mgmt	Equip Acquis	Total Expenses
Major Maintenance & Improvements to Existing Park Facilities	\$ 150	\$ -	\$ -	\$ 150	\$ -	\$ 150	\$ -	\$ -	\$ 150
Annual Playground Repair & Replacement Program	150	-	-	150	-	150	-	-	150
Total 2016	\$ 300	\$ -	\$ -	\$ 300	\$ -	\$ 300	\$ -	\$ -	\$ 300

PARKS, RECREATION AND CULTURAL SERVICES DEPARTMENT OVERVIEW
Responsible Manager: John Hutton, Parks Director

DEPARTMENT POSITION INVENTORY:

Positions	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	Grade
			Adopted	Adjusted	Projected			
Administration:								
Director - PR & PW	0.55	0.55	0.55	-	-	-	-	58a
Director of Parks	-	-	-	1.00	1.00	1.00	1.00	58a
Administrative Assistant II	0.80	0.80	0.80	0.80	0.80	0.80	0.80	24
General Recreation:								
Recreation Manager	-	-	-	1.00	1.00	1.00	1.00	43
Recreation Supervisor	1.00	1.00	1.00	-	-	-	-	39
Recreation Coordinator	3.50	3.50	3.50	3.50	3.50	3.50	3.50	30
Administrative Assistant I	1.00	1.00	1.00	1.00	1.00	1.00	1.00	18
Maintenance:								
Parks Deputy Director	-	-	-	1.00	1.00	1.00	1.00	58
Parks & Facilities Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	50
Park & Facilities Supervisor	1.00	1.00	1.00	-	-	-	-	36
Maintenance Worker - Lead	2.00	2.00	2.00	2.00	2.00	2.00	2.00	26m
Maintenance Worker I - 1.0 FTE funded by Prop. 1	9.50	8.50	8.50	8.50	8.50	8.50	8.50	22m
Facilities Maintenance Worker	-	-	-	-	-	1.00	1.00	22m
Total General Fund:	20.35	19.35	19.35	19.80	19.80	20.80	20.80	n/a
Federal Way Community Center:								
Community Center Manager	-	-	-	1.00	1.00	1.00	1.00	43
Recreation Supervisor	1.00	1.00	1.00	-	-	-	-	39
Recreation Coordinator II-Aquatics	1.00	1.00	1.00	1.00	1.00	1.00	1.00	33
Recreation Coordinator-Fitness	1.00	1.00	1.00	1.00	1.00	1.00	1.00	30
Community Center Services Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00	30
Aquatic Facility Operator	1.00	1.00	1.00	1.00	1.00	1.00	1.00	26m
Aquatics Assistant Coordinator	1.00	1.00	1.00	1.00	1.00	-	-	23
Lead Lifeguard	-	-	-	-	-	2.00	2.00	08
Custodian-Community Center	2.00	2.00	2.00	2.00	2.00	2.00	2.00	14m
Building Supervisor*	1.15	1.15	1.15	1.15	1.15	-	-	14
Administrative Assistant I	-	-	-	-	-	2.00	2.00	18
Office Technician II*	2.20	2.20	2.20	2.20	2.20	-	-	14
Lifeguard*	2.00	2.00	2.00	2.00	2.00	-	-	8
Total Federal Way Comm. Center:	13.35	13.35	13.35	13.35	13.35	11.00	11.00	n/a
Dumas Bay Centre:								
Dumas Bay Centre Manager	-	-	-	1.00	1.00	1.00	1.00	43
Recreation Coordinator-Dumas Bay	1.00	1.00	1.00	-	-	-	-	30
Chef/Kitchen Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	23
Administrative Assistant I	0.75	0.75	0.75	0.75	0.75	0.75	0.75	18
Total Dumas Bay Centre:	2.75	2.75	2.75	2.75	2.75	2.75	2.75	n/a
Total Regular Staffing	36.45	35.45	35.45	35.90	35.90	34.55	34.55	n/a
Change from prior year	2.00	(1.00)	-	0.45	-	(1.35)	-	n/a
Funded on a One-time Basis:								
Recreation Coordinator	0.50	-	-	-	-	-	-	30
Maintenance Worker I	-	1.00	1.00	1.00	1.00	-	-	22m
Grand Total Staffing	36.95	36.45	36.45	36.90	36.90	34.55	34.55	n/a

PARKS, RECREATION AND CULTURAL SERVICES DEPARTMENT OVERVIEW

Responsible Manager: John Hutton, Parks Director

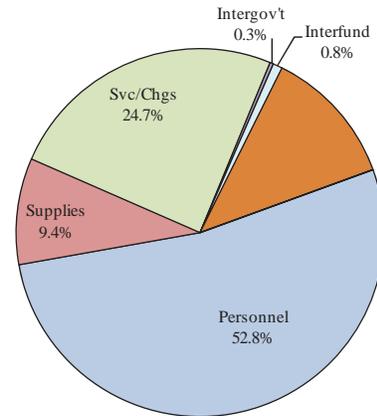
PURPOSE/DESCRIPTION:

The Parks and Recreation Department consists of five divisions: Parks/Open Space/Facility Maintenance, Recreation & Cultural Services, Federal Way Community Center, Dumas Bay Centre, and Park Planning/Capital. 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.
- Provide a balance of services and programs in parks and facilities for Federal Way’s diverse population
- Plan and implement ongoing acquisition and development of parks to meet the goals and objectives outlined in the Park Plan updated in 2013.
- 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.

2015 Proposed Expenditures by Category



DEPARTMENT SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>General Fund Operating Expenditure Summary:</i>										
310	Administration	190,417	189,862	190,512	194,124	194,124	251,701	253,061	57,577	29.7%
33x	Maintenance	2,129,135	2,409,373	2,301,686	2,585,003	2,585,003	1,916,394	1,915,249	(668,609)	-25.9%
35x	General Recreation	1,365,389	1,370,661	1,353,924	1,434,869	1,434,869	1,299,932	1,312,370	(134,937)	-9.4%
Subtotal GF Operating Exp.:		\$ 3,684,940	\$ 3,969,897	\$ 3,846,122	\$ 4,213,996	\$ 4,213,996	\$ 3,468,027	\$ 3,480,680	\$ (745,969)	-17.7%
<i>General Fund Operating Expenditure Summary:</i>										
111	FW Community Center	2,214,485	2,269,968	2,197,775	2,208,549	2,208,549	2,288,724	2,199,112	80,175	3.6%
Subtotal New Comm Center		\$ 2,214,485	\$ 2,269,968	\$ 2,197,775	\$ 2,208,549	\$ 2,208,549	\$ 2,288,724	\$ 2,199,112	\$ 80,175	3.6%
114	Prop 1 Fund	-	-	-	-	-	96,672	97,469	96,672	n/a
Subtotal Prop 1 Fund		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 96,672	\$ 97,469	\$ 96,672	n/a
303	Parks CIP	699,092	315,070	1,373,000	5,296,166	4,596,166	1,000,000	300,000	(4,296,166)	-81.1%
Subtotal Parks CIP Fund		\$ 699,092	\$ 315,070	\$ 1,373,000	\$ 5,296,166	\$ 4,596,166	\$ 1,000,000	\$ 300,000	\$ (4,296,166)	-81.1%
402	Dumas Bay Centre	690,639	664,597	695,065	808,299	734,835	1,012,071	719,827	203,772	25.2%
505	Bldg & Furnishings	434,871	517,794	404,393	513,023	513,023	398,354	399,817	(114,670)	-22.4%
Enterprise Fund Oper		\$ 1,125,510	\$ 1,182,391	\$ 1,099,458	\$ 1,321,322	\$ 1,247,858	\$ 1,410,424	\$ 1,119,644	\$ 89,102	6.7%
Total Expenditures:		\$ 7,724,027	\$ 7,737,326	\$ 8,516,355	\$ 13,040,033	\$ 12,266,569	\$ 8,263,847	\$ 7,196,905	\$ (4,776,186)	-36.6%

PARKS, RECREATION AND CULTURAL SERVICES DEPARTMENT OVERVIEW
Responsible Manager: John Hutton, Parks Director

HIGHLIGHTS/CHANGES:

No changes only growth, improvement and added value through additions of new programs.

The Parks Department’s proposed operating budget totals \$8,263,847 and \$7,196,905 in 2015 and 2016 respectively, and is \$4,776,186 or 36.6% below the adjusted 2014 operating budget. The table below includes the General Fund, Federal Way Community Center Fund, Proposition 1 Fund, Dumas Bay Centre Fund, Parks CIP, and Buildings and Furnishings Fund. Major line item changes include:

- **Salaries & Wages** – Net increase of \$57,418 due to addition of 1.0 FTE Director of Parks added in 2014 fully funded in 2015/16, reclassification of Recreation Supervisor to Recreation Manager, Recreation Supervisor to Community Center Manager, Recreation Coordinator to Dumas Bay Centre Manager, Parks & Facilities Supervisor to Manager, Parks and Facilities Manager to Parks Deputy Director, Office Technician to Admin Assistant I, addition of temporary help for the Splash Café at Federal Way Community Center, and elimination of RCM position temp help.
- **Supplies** – Increase of \$237,800 due to Federal Way Community Center addition of supplies for Splash Café, addition of purchase for slide pad replacement, diving board, removal and replacement of pool filter media, competition pool lane line replacement, climbing equipment, wheelchair treadmill and functional trainer, and various fitness equipment; addition of Dumas Bay Centre meeting room chairs, meeting room tables, mattresses for rooms, and bedding and furniture for overnight rooms, and addition of various repair and maintenance supplies for Parks maintenance.
- **Services and Charges** – Net decrease of \$58,507 due to elimination of Parks Cultural Plan, elimination of one-time Arts Commission contracts in Parks General Recreation, elimination of one-time deferred maintenance for Dumas Bay Centre, elimination of Parks Maintenance water and electricity increases, elimination of monument signs for parks, addition of utility box decoration, elimination of one-time projects in Buildings and Furnishings, addition of FWCC interior painting, carpet replacement, and common wing furniture replacement, and addition of DBC interior and exterior painting, courtyard repair and furniture, fire alarm panel upgrade, and carpeting.
- **Intergovernmental Services** – Decrease of \$5,000 due to reduction of noxious weed line item in Parks Maintenance.
- **Capital Outlay** – Decrease of \$4,325,397 primarily due to adding only 2015/16 capital projects, and not all carry-forward projects.
- **Internal Service Charges** – Decrease of \$747,198 due to moving all internal service charges to non-departmental, and one-time projects and capital purchases in internal service funds in 2014 that are not in 2015/16.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
31X	Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 96,672	\$ 97,469	\$ 96,672	n/a
33X	Intergovernmental	48,737	93,317	5,000	5,000	5,000	5,000	5,000	-	0.0%
34X	Charges for Services	3,783,031	3,980,155	3,669,689	3,780,819	3,830,819	3,850,068	3,851,494	69,249	1.8%
36X	Miscellaneous	57,957	46,283	35,097	35,097	35,097	35,097	35,097	-	0.0%
39X	Other Financing Source	1,797,808	1,894,350	1,762,555	4,332,581	4,332,581	821,000	821,000	(3,511,581)	-81.1%
Total Revenues:		\$ 5,687,532	\$ 6,014,105	\$ 5,472,341	\$ 8,153,497	\$ 8,203,497	\$ 4,807,837	\$ 4,810,060	\$ (3,345,660)	-41.0%
<i>Expenditure Summary:</i>										
1XX	Salaries and Wages	3,073,367	3,028,661	3,184,818	3,313,325	3,313,325	3,370,744	3,396,385	57,418	1.7%
2XX	Benefits	919,336	1,013,291	916,108	924,213	924,213	988,911	1,033,503	64,698	7.0%
3XX	Supplies	523,203	579,989	535,698	535,698	535,698	773,498	567,198	237,800	44.4%
4XX	Services and Charges	2,445,201	2,090,929	1,873,148	2,096,395	2,022,931	2,037,888	1,806,988	(58,507)	-2.8%
5XX	Intergovernmental	28,709	31,911	30,105	30,105	30,105	25,105	25,105	(5,000)	-16.6%
6XX	Capital Outlays	97,018	297,481	1,374,000	5,325,397	4,625,397	1,000,000	300,000	(4,325,397)	-81.2%
9XX	Internal Service	584,695	666,065	573,477	785,899	785,899	38,701	38,725	(747,198)	-95.1%
0XX	Other Financing Use	52,500	29,000	29,000	29,000	29,000	29,000	29,000	-	0.0%
Total Expenditures:		\$ 7,724,027	\$ 7,737,326	\$ 8,516,355	\$ 13,040,033	\$ 12,266,569	\$ 8,263,847	\$ 7,196,905	\$ (4,776,186)	-36.6%

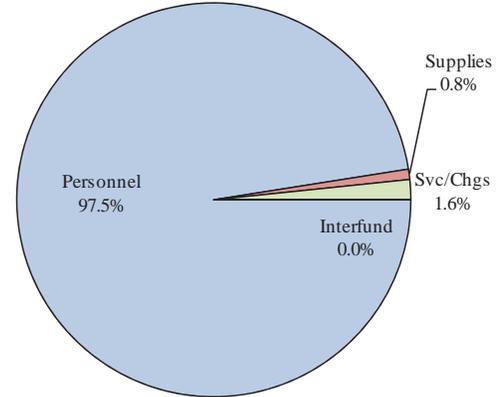
PARKS, RECREATION AND CULTURAL SERVICES ADMINISTRATION

Responsible Manager: John Hutton, Parks 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 1,100 acres of park land and six major 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.

2015 Proposed Expenditures by Category



GOALS/OBJECTIVES:

- Improve and enhance new and existing parks, facilities, and program opportunities to provide multiple functions
- Provide a balance of services and programs in parks and facilities for Federal Way’s diverse population
- Protect, retain, and improve open space and educate and promote community awareness of the natural systems
- Create community gathering spaces and activities including planning and coordination of downtown public space with economic development efforts.
- Plan and design trails and pedestrian connections to regional trails and neighboring jurisdictions to increase Coordinate planning and implementation of park plans for new annexation areas.

PERFORMANCE MEASURES:

Type/Description	2013	2014	2015	2016
Workload Measures:				
Number of commissions and committees supported	4	4	4	4
Number of Capital Projects Managed	5	5	3	3
Outcome Measures:				
Total Acres of Park and Open Space	1100	1100	1124	1124
Total Square Feet of Facilities operated and maintained	243,605	243,605	251,791	251,791
Parks and Recreation Capital Investment Budget	\$300,000	\$300,000	\$300,000	\$300,000

POSITION INVENTORY:

Positions	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	Grade
			Adopted	Adjusted	Projected			
Administration:								
Director - PR & PW	0.55	0.55	0.55	-	-			58a
Director of Parks				1.00	1.00	1.00	1.00	58a
Administrative Assistant II	0.80	0.80	0.80	0.80	0.80	0.80	0.80	24
Total Regular Staffing	1.35	1.35	1.35	1.80	1.80	1.80	1.80	n/a
Change from prior year	-	-	-	0.45	-	-	-	n/a
Grand Total Staffing	1.35	1.35	1.35	1.80	1.80	1.80	1.80	n/a

PARKS, RECREATION AND CULTURAL SERVICES ADMINISTRATION
Responsible Manager: John Hutton, Parks Director

HIGHLIGHTS/CHANGES:

Work to develop and improve working relationships and partnering opportunities with Federal Way School District to enhance the entire program city wide.

Begin exploring options for interpretive program offerings at our newly acquired Brooklake Community Center.

The Administration Division proposed operating budget for 2015/2016 is \$251,701 and \$253,061 respectively. This is an increase of \$57,577 or 29.7%. Major line item changes include:

- **Salaries and Wages** – Increase of \$60,019 due to addition of 1.0 FTE Director of Parks in 2014 fully funded in 2015/16.
- **Internal Service Charges** – Decrease of \$16,579 due to moving all internal service charges to non-departmental.

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditure Summary:</i>										
1XX	Salaries and Wages	122,361	125,192	121,832	124,624	124,624	184,643	186,472	60,019	48.2%
2XX	Benefits	40,660	44,494	46,173	46,660	46,660	60,797	60,328	14,137	30.3%
3XX	Supplies	1,172	993	2,110	2,110	2,110	2,110	2,110	-	0.0%
4XX	Services and Charges	3,301	4,247	4,151	4,151	4,151	4,151	4,151	-	0.0%
9XX	Internal Service	22,922	14,937	16,246	16,579	16,579	-	-	(16,579)	-100.0%
Total Expenditures:		\$ 190,417	\$ 189,862	\$ 190,512	\$ 194,124	\$ 194,124	\$ 251,701	\$ 253,061	\$ 57,577	29.7%

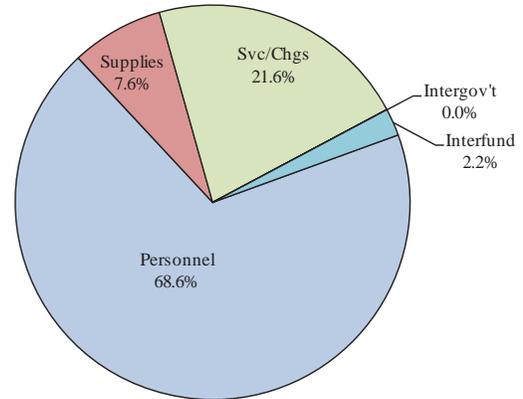
PARKS, RECREATION AND CULTURAL SERVICES GENERAL RECREATION

Responsible Manager: John Hutton, Parks Director

PURPOSE/DESCRIPTION:

The Recreation Division plans and implements a wide variety of recreation, community center, 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. Recreation Division’s other program areas include: Federal Way Community Center, Community Recreation, Recreation Inc., Youth and Adult Athletics, Community Events, Senior Services, Cultural Services, Dumas Bay Centre, and Knutzen Family Theatre.

2015 Proposed Expenditures by Category



GOALS/OBJECTIVES:

- Provide accessible recreation and cultural services and facilities for the community.
- Coordinate community events and celebrations that provide opportunities for the community to celebrate and connect.
- Provide services to enhance the health and wellbeing of our citizens.
- Provide recreation and inclusive services to individuals with disabilities and special needs.
- Provide spaces for the community to rent for business, performance, to celebrate special occasions.

PERFORMANCE MEASURES:

Type/Description	2013	2014	2015	2016
Workload Measures:				
Total Recreation & Cultural Services classes held	1450	1490	1500	1520
Total senior classes / drop-in services	1100	1240	1300	1350
Total Teen Participants	300	300	350	350
Outcome Measures:				
Recovery ratio	74.6%	72.1%	71.7%	71.1%
Efficiency Measures:				
Number of volunteer hours, Senior Services	3,300	3,300	3,300	3,300
Number of Recreation & Cultural Services enrollments	11,000	11,500	11,700	11,700
Number of Recreation & Cultural Services participant attendance	132,000	133,000	140,400	141,600

POSITION INVENTORY:

Positions	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	Grade
			Adopted	Adjusted	Projected			
General Recreation:								
Recreation Manager				1.00	1.00	1.00	1.00	43
Recreation Supervisor	1.00	1.00	1.00	-	-			39
Recreation Coordinator	3.50	3.50	3.50	3.50	3.50	3.50	3.50	30
Administrative Assistant I	1.00	1.00	1.00	1.00	1.00	1.00	1.00	18
Total General Fund:	5.50	5.50	5.50	5.50	5.50	5.50	5.50	n/a
Total Regular Staffing	5.50	5.50	5.50	5.50	5.50	5.50	5.50	n/a
Change from prior year	-	-	-	-	-	-	-	n/a
Funded on a One-time Basis:								
Recreation Coordinator	0.50	-	-	-	-	-	-	30
Grand Total Staffing	6.00	5.50	5.50	5.50	5.50	5.50	5.50	n/a

PARKS, RECREATION AND CULTURAL SERVICES GENERAL RECREATION
Responsible Manager: John Hutton, Recreation Supervisor

HIGHLIGHTS/CHANGES:

Continue to grow and improve programs and opportunities division wide.

The Recreation & Cultural Services Division Budget includes Athletics and Special Services, and Community Recreation and Cultural Services. The General Recreation proposed operating budget for 2015/2016 is \$1,299,932 and \$1,312,370 respectively. This is a decrease of \$134,937 or 9.4%. Major line item changes include:

- **Salaries and Wages** – Increase of \$12,308 due to reclassification of Recreation Supervisor to Recreation Manager.
- **Services and Charges** – Decrease of \$84,660 due to elimination of Parks Cultural Plan, and one-time Arts Commission contracts.
- **Internal Service Charges** – Decrease of \$68,191 due to moving all internal service charges to non-departmental.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
33X	Intergovernmental	\$ 16,000	\$ 12,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0.0%
34X	Charges for Services	885,068	932,270	905,000	905,000	905,000	905,000	905,000	-	0.0%
36X	Miscellaneous	18,131	17,374	27,000	27,000	27,000	27,000	27,000	-	0.0%
39X	Other Financing Source	\$ 346,807	\$ 345,374	\$ 320,000	\$ 320,000	\$ 320,000	\$ -	\$ -	(320,000)	-100.0%
Total Revenues:		\$ 1,266,005	\$ 1,307,018	\$ 1,257,000	\$ 1,257,000	\$ 1,257,000	\$ 937,000	\$ 937,000	\$ (320,000)	-25.5%
<i>Expenditure Summary:</i>										
1XX	Salaries and Wages	717,529	714,000	730,845	746,265	746,265	758,573	765,174	12,308	1.6%
2XX	Benefits	173,437	187,075	125,212	127,903	127,903	133,509	139,346	5,607	4.4%
3XX	Supplies	93,125	95,507	98,441	98,441	98,441	98,441	98,441	-	0.0%
4XX	Services and Charges	259,454	285,705	304,944	364,944	364,944	280,284	280,284	(84,660)	-23.2%
5XX	Intergovernmental	-	-	125	125	125	125	125	-	0.0%
9XX	Internal Service	69,344	59,374	65,357	68,191	68,191	-	-	(68,191)	-100.0%
0XX	Other Financing Use	52,500	29,000	29,000	29,000	29,000	29,000	29,000	-	0.0%
Total Expenditures:		\$ 1,365,389	\$ 1,370,661	\$ 1,353,924	\$ 1,434,869	\$ 1,434,869	\$ 1,299,932	\$ 1,312,370	\$ (134,937)	-9.4%

PARKS, RECREATION AND CULTURAL SERVICES COMMUNITY CENTER
Responsible Manager: Doug Nelson, Manager, Community Center/Recreation

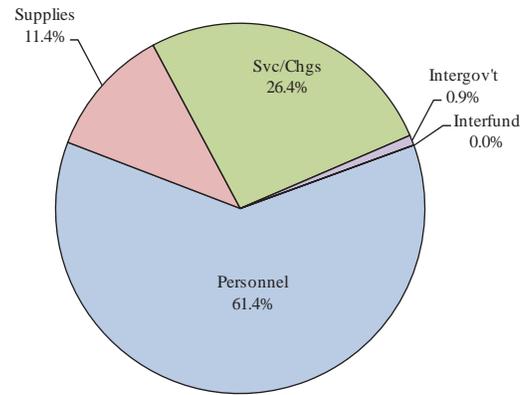
PURPOSE/DESCRIPTION:

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

GOALS/OBJECTIVES:

- Provide a facility that promotes fitness and health through dynamic exercise programming and a state of the art fitness studio.
- Administer aquatics safety, education and fitness programs for all ages.
- Provide contemporary venues and excellent service staff for rentals for community- wide events, private occasion and business rentals.
- Provide opportunities for new athletic programming for young children and events that promote economic development.
- Serve as a venue for general recreation programs, athletics, and senior services.

2015 Proposed Expenditures by Category



Membership

- Increase member retention from our current average of approximately 50% by implementing the following strategies:
 - Add a \$30.00 Enrollment fee that pre-qualifies potential members. This fee will be used to offset the cost of administration as well as the new “assessor”
 - Add a new part-time position called the Fitness Assessor. This person will attempt to meet with every new member who joins the facility starting in 2015. The goal of this appointment is:
 - Find out what their fitness goals are
 - Do some fitness assessing to gauge where they are now
 - Connect the dots between where they are now and where they want to be by making fitness recommendations that will help them achieve results
 - We believe that this simple process will not only lead to a higher retention rate (people stay and pay longer when they see results), but it will also increase our personal training revenue by at least \$20,000 each year.

Front Desk

- Continue to invest in the education of our young people working at the front desk by implementing the following ideas:
 - Develop a semi-annual staff review with more specific success measures. Continue to invest in small pay increases for team members who are thriving and who show potential for longevity.
 - Send the entire team to a customer service seminar at least 1x per year.
 - Continue to cross train staff to work a variety of different departments, especially group fitness.
 - Increase the fun factor by having quarterly front desk team builders

Group Fitness

- Continue to grow our group fitness participation month by month and as a percentage of overall visits. We are currently seeing over 4,000 participants/month with approximately 26% of people scanning going to group fitness.

Climbing

- Consider long-term options for the Climbing Pinnacle; everything from tearing it down to make room for expanded fitness programming, to designing new program uses.
- We want to try expanding our bouldering routes and add adult climbing classes to increase revenue.

PARKS, RECREATION AND CULTURAL SERVICES COMMUNITY CENTER
RESPONSIBLE MANAGER: DOUG NELSON, MANAGER, COMMUNITY CENTER/RECREATION

PERFORMANCE MEASURES:

Type/Description	2013	2014	2015	2016
Workload Measures:				
Number of operational hours	4,980	4,980	4,960	4,960
Number of birthday party rentals	500	500	500	500
Number of special event rentals	70	80	100	100
Number of meeting rentals	400	400	400	400
Number of swim classes	2,200	2,200	2,200	2,200
Efficiency Measures:				
Operating within or better than designated utility tax contribution	Yes	Yes	Yes	Yes
Efficiency Measures:				
Number of active passes	3,000	3,100	3,300	3,300
Number of community center class enrollments	1,350	1,400	1,400	1,400
Number of pass holder visits	168,929	180,000	180,000	180,000
Number of daily admissions	62,938	75,000	75,000	75,000

POSITION INVENTORY:

Positions	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	Grade
			Adopted	Adjusted	Projected			
Federal Way Community Center:								
Community Center Manager	-	-	-	1.00	1.00	1.00	1.00	43
Recreation Supervisor	1.00	1.00	1.00	-	-	-	-	39
Recreation Coordinator II-Aquatics	1.00	1.00	1.00	1.00	1.00	1.00	1.00	33
Recreation Coordinator-Fitness	1.00	1.00	1.00	1.00	1.00	1.00	1.00	30
Community Center Services Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00	30
Aquatic Facility Operator	1.00	1.00	1.00	1.00	1.00	1.00	1.00	26m
Aquatics Assistant Coordinator	1.00	1.00	1.00	1.00	1.00	-	-	23
Lead Lifeguard	-	-	-	-	-	2.00	2.00	08
Custodian-Community Center	2.00	2.00	2.00	2.00	2.00	2.00	2.00	14m
Building Supervisor*	1.15	1.15	1.15	1.15	1.15	-	-	14
Administrative Assistant I	-	-	-	-	-	1.00	1.00	18
Office Technician II*	2.20	2.20	2.20	2.20	2.20	1.00	1.00	14
Lifeguard*	2.00	2.00	2.00	2.00	2.00	-	-	8
Total Federal Way Comm. Center:	13.35	13.35	13.35	13.35	13.35	11.00	11.00	n/a
Total Regular Staffing	13.35	13.35	13.35	13.35	13.35	11.00	11.00	n/a
Change from prior year	-	-	-	-	-	(2.35)	-	n/a
Grand Total Staffing	13.35	13.35	13.35	13.35	13.35	11.00	11.00	n/a

*1.15 FTE Building Supervisor, 0.2 FTE Office Tech I, and 1.0 FTE Lifeguard that was authorized in 2013/14 but unfunded, is not shown as authorized in 2015/16.

CITY OF FEDERAL WAY 2015/2016 PROPOSED BUDGET

PARKS, RECREATION AND CULTURAL SERVICES COMMUNITY CENTER

RESPONSIBLE MANAGER: DOUG NELSON, MANAGER, COMMUNITY CENTER/RECREATION

HIGHLIGHTS/CHANGES:

- Reduction in operation hours for 2015/16 due to two additional days added to Annual Maintenance Closure.
- Special event rental business dropped significantly in 2013 and some of 2014. Revenue was made up by an increase in Meeting Rental bookings.

The proposed operating budget is \$2,288,724 in 2015 and \$2,199,112 in 2016. This is an increase of \$80,175 or 3.6% when compared to the 2014 adjusted budget. Major line item changes include:

- **Salaries and Wages** – Increase of \$23,460 due to reclassifying Recreation Supervisor to Community Center Manager, addition of temporary help for the Splash Café, and reclassifying Office Technician II to Administrative Assistant I.
- **Supplies** – Increase of \$117,700 due to addition of supplies for the Splash Café, and addition of purchase for slide pad replacement, diving board, removal and replacement of pool filter media, competition pool lane line replacement, climbing equipment, wheelchair treadmill and functional trainer, and various fitness equipment.
- **Services and Charges** – Increase of \$46,000 due to addition of interior painting, carpet replacement, and common wing furniture replacement.
- **Internal Service Charges** - Decrease of \$115,669 due to moving all internal service charges to non-departmental.

REVENUE AND EXPENDITURE:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
33X	Intergovernmental	\$ -	\$ 79,469	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
34X	Charges for Services	1,711,553	1,769,661	1,618,500	1,618,500	1,668,500	1,793,500	1,793,500	175,000	10.8%
36X	Miscellaneous	1,487	1,403	-	-	-	-	-	-	n/a
39X	Other Financing Source	731,000	819,449	708,000	579,275	579,275	405,000	405,000	(174,275)	-30.1%
Total Revenues:		\$ 2,444,039	\$ 2,669,981	\$ 2,326,500	\$ 2,197,775	\$ 2,247,775	\$ 2,198,500	\$ 2,198,500	\$ 725	0.0%
<i>Expenditure Summary:</i>										
1XX	Salaries and Wages	1,033,101	1,020,617	1,080,464	1,086,657	1,086,657	1,110,117	1,117,914	23,460	2.2%
2XX	Benefits	297,934	330,932	281,142	282,223	282,223	294,407	310,698	12,184	4.3%
3XX	Supplies	147,447	169,714	142,500	142,500	142,500	260,200	167,500	117,700	82.6%
4XX	Services and Charges	555,270	468,126	557,500	557,500	557,500	603,500	582,500	46,000	8.3%
5XX	Intergovernmental	26,153	28,612	20,500	20,500	20,500	20,500	20,500	-	0.0%
6XX	Capital Outlays	51,563	146,440	-	3,500	3,500	-	-	(3,500)	-100.0%
9XX	Internal Service	103,016	105,526	115,669	115,669	115,669	-	-	(115,669)	-100.0%
Total Expenditures:		\$ 2,214,485	\$ 2,269,968	\$ 2,197,775	\$ 2,208,549	\$ 2,208,549	\$ 2,288,724	\$ 2,199,112	\$ 80,175	3.6%

PARKS, RECREATION AND CULTURAL SERVICES DUMAS BAY CENTRE

Responsible Manager: Rob Ettinger, Recreation Manager

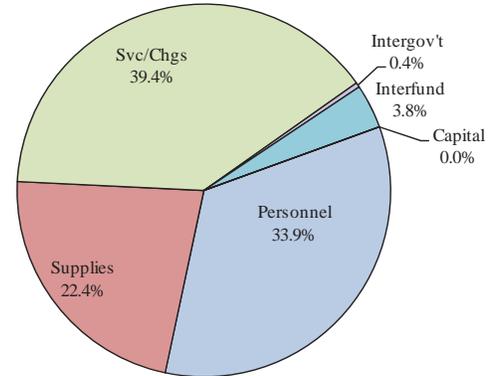
PURPOSE/DESCRIPTION:

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 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.

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

2015 Proposed Expenditures by Category



GOALS/OBJECTIVES:

- Provide a regional conference and retreat center that enhances economic development.
- Provide high quality rental space for private events & occasions.
- Manage the Dumas Bay Park property as a passive use park.
- Manage food service operation and increase awareness and revenue.

PERFORMANCE MEASURES:

Type/Description	2013	2014	2015	2016
Workload Measures:				
Number of use days	256	243	250	250
Number of overnight stays	230	230	230	230
Number of non-charged users	10	10	10	10
Outcome Measures:				
Revenue generated	\$622,879	\$625,000	\$628,000	\$630,000
Recovery ratio	98.0%	98.0%	98.0%	98.0%
Efficiency Measures:				
Number of contracts managed	2	2	2	2
Number of retreats	121	112	115	115

POSITION INVENTORY:

Positions	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	Grade
			Adopted	Adjusted	Projected			
Dumas Bay Centre:								
Dumas Bay Centre Manager				1.00	1.00	1.00	1.00	43
Recreation Coordinator-Dumas Bay	1.00	1.00	1.00	-	-	-	-	30
Chef/Kitchen Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	23
Administrative Assistant I	0.75	0.75	0.75	0.75	0.75	0.75	0.75	18
Total Dumas Bay Centre:	2.75	2.75	2.75	2.75	2.75	2.75	2.75	n/a
<i>Change from prior year</i>	-	-	-	-	-	-	-	n/a
Grand Total Staffing	2.75	2.75	2.75	2.75	2.75	2.75	2.75	n/a

CITY OF FEDERAL WAY 2015/2016 PROPOSED BUDGET

PARKS, RECREATION AND CULTURAL SERVICES DUMAS BAY CENTRE

Responsible Manager: Rob Ettinger, Recreation Manager

HIGHLIGHTS/CHANGES:

The Dumas Bay Centre proposed operating budget totals \$1,012,071 in 2015 and \$719,827 in 2016. This is a 25.2% or \$203,772 increase from the 2014 adjusted budget. Major line item changes include:

- **Salaries and Wages** – Increase of \$23,616 due to reclassification of Recreation Coordinator to Dumas Bay Centre Manager.
- **Supplies** – Increase of \$105,100 due to addition of meeting room chairs, meeting room tables, mattresses for rooms, and bedding and furniture for overnight rooms.
- **Services and Charges** – Net increase of \$85,747 due to addition for interior and exterior painting, courtyard repair and furniture, fire alarm panel upgrade, and carpeting and elimination of one-time deferred maintenance for Dumas Bay Centre.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
34X	Charges for Services	\$ 577,438	\$ 612,595	\$ 627,154	\$ 627,154	\$ 627,154	\$ 627,154	\$ 627,154	-	0.0%
36X	Miscellaneous	10,067	10,284	8,097	8,097	8,097	8,097	8,097	-	0.0%
39X	Other Financing Source	140,500	116,000	116,000	116,000	116,000	116,000	116,000	-	0.0%
Total Revenues:		\$ 728,006	\$ 738,879	\$ 751,251	\$ 751,251	\$ 751,251	\$ 751,251	\$ 751,251	\$ -	0.0%
<i>Expenditure Summary:</i>										
1XX	Salaries and Wages	228,466	228,804	244,134	247,608	247,608	271,224	275,263	23,616	9.5%
2XX	Benefits	72,849	82,561	77,339	77,946	77,946	71,651	75,344	(6,295)	-8.1%
3XX	Supplies	123,295	109,474	122,036	122,036	122,036	227,136	122,036	105,100	86.1%
4XX	Services and Charges	220,286	200,907	204,259	313,412	239,948	399,159	204,259	85,747	27.4%
5XX	Intergovernmental	1,928	380	4,200	4,200	4,200	4,200	4,200	-	0.0%
6XX	Capital Outlays	8,318	3,826	1,000	1,000	1,000	-	-	(1,000)	-100.0%
9XX	Internal Service	35,497	38,644	42,097	42,097	42,097	38,701	38,725	(3,396)	-8.1%
Total Expenditures:		\$ 690,639	\$ 664,597	\$ 695,065	\$ 808,299	\$ 734,835	\$ 1,012,071	\$ 719,827	\$ 203,772	25.2%

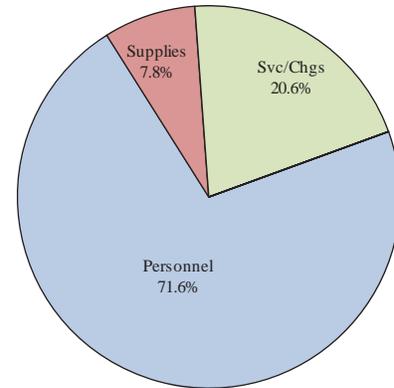
PARKS, RECREATION AND CULTURAL SERVICES PARK MAINTENANCE

Responsible Manager: *Steve Ikerd, Parks Deputy Director*

PURPOSE/DESCRIPTION:

The City of Federal Way maintains 10 community parks, 19 neighborhood parks, and 6 major facilities. The City also maintains 32 undeveloped open spaces, and three trail systems for use by its citizens, defining a park system that exceeds 1,100 acres. The Park Maintenance Division is responsible for facility maintenance and operations at City Hall, Police Storage, Steel Lake Annex, Steel Lake Maintenance Facility, the landscape at the Community/Senior Center, Dumas Bay Centre, and other misc. buildings. 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.

2015 Proposed Expenditures by Category



GOALS/OBJECTIVES:

- Complete a Park Maintenance Management Plan.
- Complete construction of a new maintenance building at Celebration Park.
- Follow maintenance plan to enhance maintenance of park system.

PERFORMANCE MEASURES:

Type/Description	2013	2014	2015	2016
Workload Measures:				
Number of parks with athletic fields	5	5	5	5
Number of sites requiring routine safety inspections	39	39	35	35
Number of park acres routinely maintained	550	550	580	580
Number of developed parks that require litter control	39	39	29	29
Number of restroom facilities	10	10	9	9
Number of city owned major facilities maintained	6	6	6	6
Number of other city owned buildings maintained	19	19	19	19
Outcome Measures:				
% of work orders completed w/in requested time frame	90%	90%	85%	85%
% acres of athletic fields maintained in good condition	100%	100%	95%	95%
% of park land mowed on schedule	90%	90%	85%	85%
% of trash removed on schedule	100%	100%	90%	90%
% of restrooms cleaned and sanitized daily	100%	100%	100%	100%

POSITION INVENTORY:

Positions	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	Grade
			Adopted	Adjusted	Projected			
Maintenance:								
Parks Deputy Director				1.00	1.00	1.00	1.00	58
Parks & Facilities Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	50
Park & Facilities Supervisor	1.00	1.00	1.00	-	-	-	-	36
Maintenance Worker - Lead	2.00	2.00	2.00	2.00	2.00	2.00	2.00	26m
Maintenance Worker I - 1.0 FTE funded by Prop. 1	9.00	8.00	8.00	8.00	8.00	8.00	8.00	22m
Facilities Maintenance Worker	-	-	-	-	-	1.00	1.00	22m
Total Regular Staffing	13.00	12.00	12.00	12.00	12.00	13.00	13.00	n/a
Change from prior year	1.00	(1.00)	-	-	-	1.00	-	n/a
Funded on a One-time Basis:								
Maintenance Worker I	-	1.00	1.00	1.00	1.00	-	-	22m
Grand Total Staffing	13.00	13.00	13.00	13.00	13.00	13.00	13.00	n/a

PARKS, RECREATION AND CULTURAL SERVICES PARK MAINTENANCE

Responsible Manager: Steve Ikerd, Parks Deputy Director

HIGHLIGHTS/CHANGES:

- Added Brooklake Community Center.
- Developed Town Square Park.
- Applied for RCO Grant to replace turf at Steel Lake Park – Karl Grosch Field.

The Park Maintenance proposed operating budget totals \$2,013,066 in 2015 and \$2,012,718 in 2016. This is a 22.1% or \$571,937 decrease from the 2014 adjusted budget. Major line item changes include:

- **Salaries & Wages** – Increase of \$16,953 due to 1.0 FTE Parks Maintenance Worker moved from the General Fund to the Proposition 1 Fund, and reclassification of Parks & Facilities Supervisor to Manager, and Parks and Facilities Manager to Deputy Director.
- **Supplies** – Increase of \$15,000 due to addition of various repair and maintenance supplies for Parks maintenance.
- **Services and Charges** – Net decrease of \$95,965 due to elimination of one-time water and electricity increases, elimination of monument signs for parks, addition of utility box decoration, and Park Security Services moved to Proposition 1 Fund.
- **Intergovernmental Services** – Decrease of \$5,000 due to reduction of noxious weed line item.
- **Internal Service Charges** – Decrease of \$543,364 due to moving all internal service charges to non-departmental, and one-time projects and capital purchases in internal service funds in 2014 that are not in 2015/16.

REVENUE AND EXPENDITURE SUMMARY:

PARKS MAINTENANCE - GENERAL FUND

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
39X	Other Financing Sources	\$ 149,501	\$ 158,528	\$ 161,555	\$ 161,555	\$ 161,555	\$ -	\$ -	(161,555)	-100.0%
Total Revenues:		\$ 149,501	\$ 158,528	\$ 161,555	\$ 161,555	\$ 161,555	\$ -	\$ -	\$ (161,555)	-100.0%
<i>Expenditure Summary:</i>										
1XX	Salaries and Wages	897,030	903,024	984,413	1,002,971	1,002,971	962,714	966,862	(40,257)	-4.0%
2XX	Benefits	319,913	358,017	380,015	383,254	383,254	399,230	417,438	15,977	4.2%
3XX	Supplies	126,358	149,712	141,802	141,802	141,802	156,802	148,302	15,000	10.6%
4XX	Services and Charges	431,292	548,319	456,067	493,332	493,332	397,367	382,367	(95,965)	-19.5%
5XX	Intergovernmental	627	2,719	5,280	5,280	5,280	280	280	(5,000)	-94.7%
6XX	Capital Outlays	-	-	-	15,000	15,000	-	-	(15,000)	-100.0%
9XX	Internal Service	353,915	447,583	334,109	543,364	543,364	-	-	(543,364)	-100.0%
Total Expenditures:		\$ 2,129,135	\$ 2,409,373	\$ 2,301,686	\$ 2,585,003	\$ 2,585,003	\$ 1,916,394	\$ 1,915,249	\$ (668,609)	-25.9%

PARKS MAINTENANCE - PROPOSITION 1 FUND

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
31X	Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 96,672	\$ 97,469	96,672	n/a
Total Revenues:		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 96,672	\$ 97,469	\$ 96,672	n/a
<i>Expenditure Summary:</i>										
1XX	Salaries and Wages	-	-	-	-	-	57,210	57,210	57,210	n/a
2XX	Benefits	-	-	-	-	-	22,262	23,059	22,262	n/a
4XX	Services and Charges	-	-	-	-	-	17,200	17,200	17,200	n/a
Total Expenditures:		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 96,672	\$ 97,469	\$ 96,672	n/a

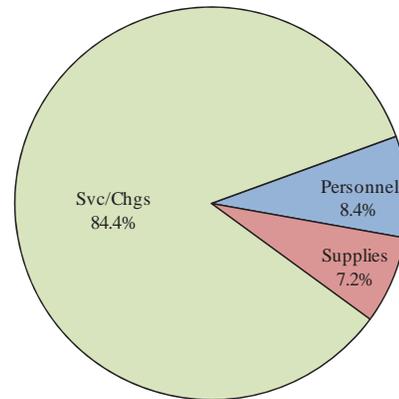
PARKS, RECREATION AND CULTURAL SERVICES BUILDINGS & FURNISHINGS

Responsible Manager: *Steve Ikerd, Parks Deputy Director*

PURPOSE/DESCRIPTION:

The Park Maintenance Division is also responsible for facility maintenance and operations at City Hall Police, Storage Building, Steel Lake Annex, Steel Lake Maintenance Facility, the exterior of the Community Center, the Dumas Bay Centre, and the Brooklake Community Center. Staff performs repairs and maintenance, manage contract services, coordinate annual facility and safety inspections and provide physical facilities support to all departments and public meetings.

2015 Proposed Expenditures by Category



GOALS/OBJECTIVES:

- Research and implement an energy savings plan
- Develop a preventative maintenance and operations plan
- Develop an operations manual for City Hall
- Provide ongoing maintenance and repairs
- Provide customer service to all departments & the public

PERFORMANCE MEASURES:

Type/Description	2013	2014	2015	2016
Workload Measures:				
Number of square feet maintained	243,605	243,605	251,791	251,791
Number of major buildings maintained	6	6	7	7
Number of other buildings maintained	19	19	19	19
Number of departments serviced	10	10	10	10
Number of service contractors used	25	25	28	28
Outcome Measures:				
% of work orders completed w/in requested time frame	90%	90%	85%	85%
% of trash removed on schedule	100%	100%	100%	100%
% of restrooms cleaned and sanitized daily	100%	100%	100%	100%

POSITION INVENTORY:

Positions	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	Grade
			Adopted	Adjusted	Projected			
Facility Maintenance Worker	0.50	0.50	0.50	0.50	0.50	0.50	0.50	22m
Total Regular Staffing	0.50	0.50	0.50	0.50	0.50	0.50	0.50	n/a
Change from prior year	-	-	-	-	-	-	-	n/a
Grand Total Staffing	0.50	0.50	0.50	0.50	0.50	0.50	0.50	n/a

CITY OF FEDERAL WAY 2015/2016 PROPOSED BUDGET

PARKS, RECREATION AND CULTURAL SERVICES BUILDINGS & FURNISHINGS

Responsible Manager: Steve Ikerd, Parks Deputy Director

HIGHLIGHTS/CHANGES:

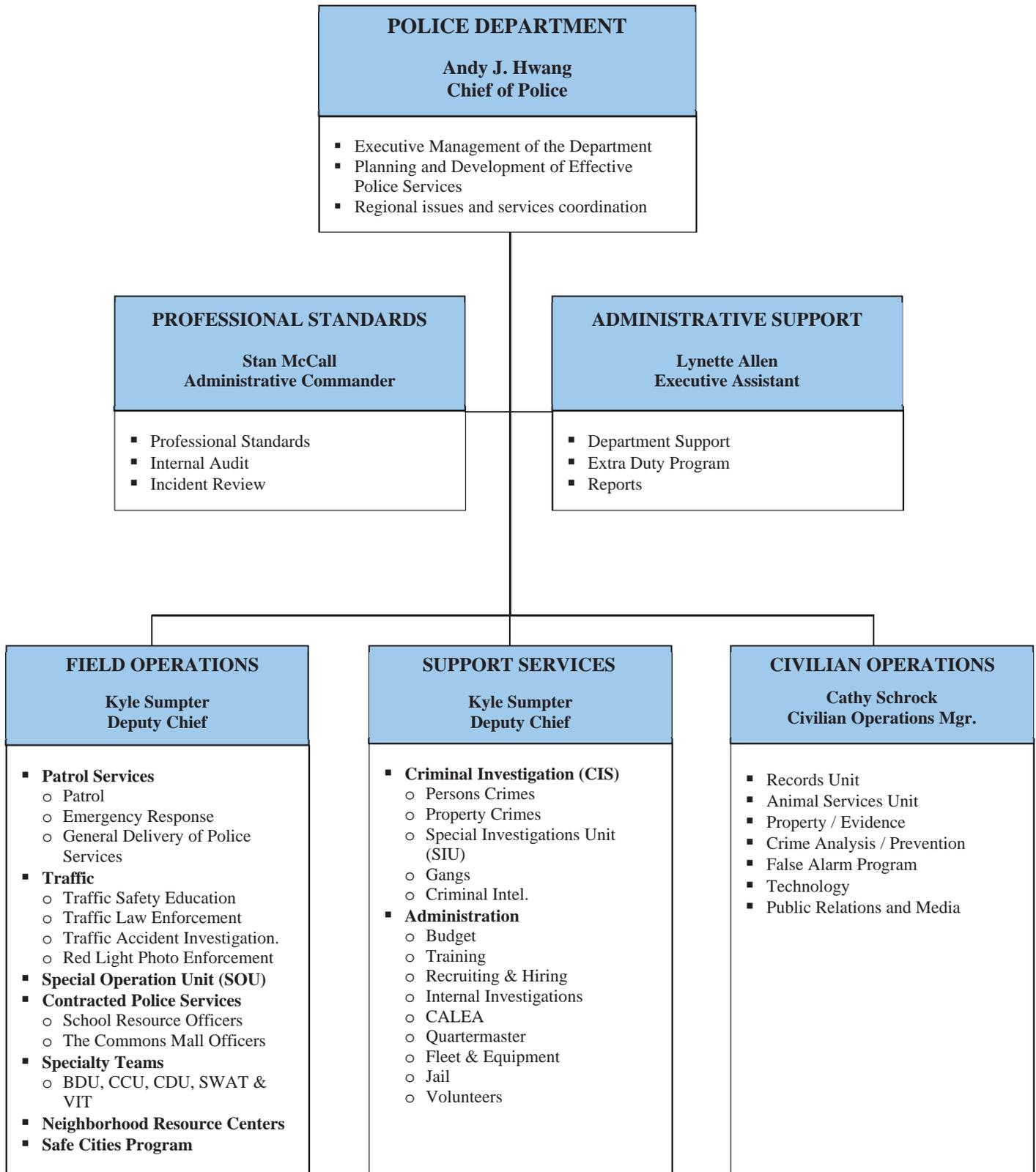
- Added Brooklake Community Center in 2014.

The Buildings and Furnishings proposed operating budget in 2015/2016 is \$398,354 and \$399,817 respectively. The operating budget for 2015 reflects a decrease of \$114,670 or 22.4% compared to the 2014 adjusted budget. Major line item changes include:

- **Salaries and Wages** – Decrease of \$78,937 due to elimination of RCM position temp help.
- **Services and Charges** – Decrease of \$26,829 due to elimination of one-time project for the City hall building.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
33X	Intergovernmental	\$ 32,737	\$ 1,848	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
34X	Charges for Services	494,095	647,490	519,035	630,165	630,165	524,414	525,840	(105,751)	-16.8%
36X	Miscellaneous	22,681	2,055	-	-	-	-	-	-	n/a
Total Revenues:		\$ 549,513	\$ 651,393	\$ 519,035	\$ 630,165	\$ 630,165	\$ 524,414	\$ 525,840	\$ (105,751)	-16.8%
<i>Expenditure Summary:</i>										
1XX	Salaries and Wages	74,880	37,024	23,130	105,200	105,200	26,263	27,491	(78,937)	-75.0%
2XX	Benefits	14,543	10,212	6,227	6,227	6,227	7,055	7,290	828	13.3%
3XX	Supplies	26,676	37,775	28,809	28,809	28,809	28,809	28,809	-	0.0%
4XX	Services and Charges	317,611	410,315	346,227	363,056	363,056	336,227	336,227	(26,829)	-7.4%
5XX	Intergovernmental	-	200	-	-	-	-	-	-	n/a
6XX	Capital Outlays	1,160	22,269	-	9,731	9,731	-	-	(9,731)	-100.0%
Total Expenditures:		\$ 434,871	\$ 517,794	\$ 404,393	\$ 513,023	\$ 513,023	\$ 398,354	\$ 399,817	\$ (114,670)	-22.4%



POLICE DEPARTMENT OVERVIEW

Responsible Manager: *Andy J. Hwang, Police Chief*

2013-2014 ACCOMPLISHMENTS

- Achieved the Commission on Accreditation of Law Enforcement Agencies (CALEA) re-accreditation in August 2014.
- Established new substation in downtown core to provide higher police patrol visibility.
- Implementation of new patrol fleet graphical design to Black & White vehicles.
- Crime data reporting - migration from UCR (Uniform Crime Reporting) to NIBRS (National Incident Based Reporting) in compliance with State and National requirements.
- Created a new Department Mission statement through strategic planning workshop.
- Enhanced efficiency by implementing the CopLogic system for Loss Prevention Reporting (LPR).
- Managed technological advancements, School Zone Photo and Red Light Photo Enforcement programs.
- Expanded Safe Cities Program enhancing public safety in partnership with the neighborhood and business community.
- Expansion of Automatic License Plate Reader (ALPR) vehicle mounted camera technology.
- Records Management System software/platform upgrade providing sustainable technology into the future.
- Implementation of 'SECTOR' (electronic e-ticketing) interface data into the Police RMS.
- Implemented a new in-house electronic field reporting (Workflow) system.
- Completed replacement of CAD Software/Hardware, Windows -based dispatching interface.
- Equipped police motorcycles with wireless laptops enabling wireless dispatch and provide necessary hardware to use the SECTOR (e-ticket/e-collision) software.
- Established a new Vehicle Advisory Committee (VAC) for patrol vehicle continuity.
- Enhanced monthly supervisory meetings with crime analysis information/presentations.
- City-wide shopping cart recovery efforts through the volunteer-managed Cart Recovery Team (CRT).

2015-2016 AGENCY GOALS:

- **Impact Crime:**
 - Provide for a safer community by having a positive impact on the Index and Quality of Life crimes.
 - Increase uniformed police presence, downtown and in neighborhoods to impact auto theft, burglary, and vehicle prowls.
 - Enhance traffic safety by reducing vehicle speed in neighborhood and school zones.
 - Enhance traffic enforcement with focus on DUI and distracted driving – the Nick & Derek Project.
 - Monthly crime analysis information distribution and implementation of directed patrol and operational plans.
 - Continue regional collaboration to address crimes such as drugs, gangs, and human trafficking.
- **Enhance Citizen Safety:**
 - Participation in the Mayor's Neighborhood Connection Community Meetings.
 - Expand upon the Sector Base Safe City Neighborhood Partnership with web-based information sharing.
 - Explore expansion of school cameras into the Safe City program.
 - Maintain the RSO verification program to enhance public safety and provide better registration compliance.
 - Continue to provide resources in partnership with other agencies to address drugs, gangs and youth violence in schools.
 - Continue with regional efforts in auto theft by participating in PATROL (auto-theft task force).
 - Expand Crime Analysis and Prevention Specialists (CAPS) outreach into the community, providing education and enhanced services.
- **Training:**
 - Conduct Reality Based Training (RBT) combining multiple disciplines.
 - Provide ongoing patrol tactics and officer safety training.
 - Provide field trauma tourniquet training.
 - Professional development leadership training opportunities.
- **Technology/Initiatives:**
 - Selection and integration of a new electronic timekeeping/scheduling system that will interface with EDEN payroll.
 - Automated Vehicle Locator (AVL) and geographical database enhanced mapping capabilities.
 - Implementation of new 'non-rotational' specialty positions.

POLICE DEPARTMENT OVERVIEW
Responsible Manager: Andy J. Hwang, Police Chief

DEPARTMENT POSITION INVENTORY:

Positions	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	Grade
			Adopted	Adjusted	Projected			
Director-Police Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00	58D
Deputy Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00	55D
Commander	5.00	5.00	5.00	5.00	5.00	5.00	5.00	51C
Lieutenant (2.0 FTE-Prop 1 & 1.0 FTE-Traffic Safety)	12.00	14.00	14.00	14.00	14.00	14.00	14.00	45I
Civilian Operations Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	46
Crime Analyst Program Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00	32A
Police Officer (16.0 FTE-Prop 1 & 5.0 FTE-Traffic Safety)	86.00	97.00	97.00	97.00	97.00	110.00	110.00	32G
Executive Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00	31
Calea/Volunteer Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00	30A
Crime Analyst/Prevention Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00	30A
Records Supervisor	3.00	3.00	3.00	2.00	2.00	2.00	2.00	29
Property/Evidence Custodian	1.00	1.00	1.00	1.00	1.00	1.00	1.00	28
Animal Services Officer	2.00	2.00	2.00	2.00	2.00	2.00	2.00	24A
Quartermaster	1.00	1.00	1.00	1.00	1.00	1.00	1.00	21A
Property/Evidence Technician	1.00	-	-	-	-	1.00	1.00	20A
Administrative Assistant I	3.00	3.00	3.00	4.00	4.00	4.00	4.00	18A
Records Specialist (1.0 FTE-Prop 1)	10.00	11.00	11.00	11.00	11.00	11.00	11.00	18A
Customer Service Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00	18A
Police Record Administrator	-	-	-	1.00	1.00	1.00	1.00	
Total Regular Staffing	132.00	145.00	145.00	146.00	146.00	160.00	160.00	n/a
Change from prior year	(2.00)	13.00	-	1.00	-	14.00	-	n/a
Funded on a One-time Basis:								
Commander	1.00	-	-	-	-	-	-	51C
Lieutenant	1.00	-	-	-	-	-	-	45I
Police Officers	16.00	7.00	7.00	8.00	8.00	-	-	32G
Property/Evidence Technician	-	1.00	1.00	1.00	1.00	-	-	20A
Records Specialist	1.00	-	-	-	-	-	-	18A
Frozen Positions:								
Lieutenant	1.00	-	-	-	-	-	-	45I
Police Officer (2.0 FTE Prop 1)	12.00	-	-	-	-	-	-	32G
Records Specialist	1.00	-	-	-	-	-	-	18A
Grant Total Staffing	165.00	153.00	153.00	155.00	155.00	160.00	160.00	n/a

POLICE DEPARTMENT OVERVIEW

Responsible Manager: *Andy J. Hwang, Police 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 mission of the Federal Way Police Department is for every member to consistently earn the public's trust while enhancing the quality of life for residents, visitors, and businesses within our City. We accomplish our mission by providing the highest quality law enforcement, community education, and support services possible while making the best use of the resources entrusted to us. We are recognized as professional, innovative, progressive, ethical, and as a valued partner in building economic viability in our area.

GOALS/OBJECTIVES:

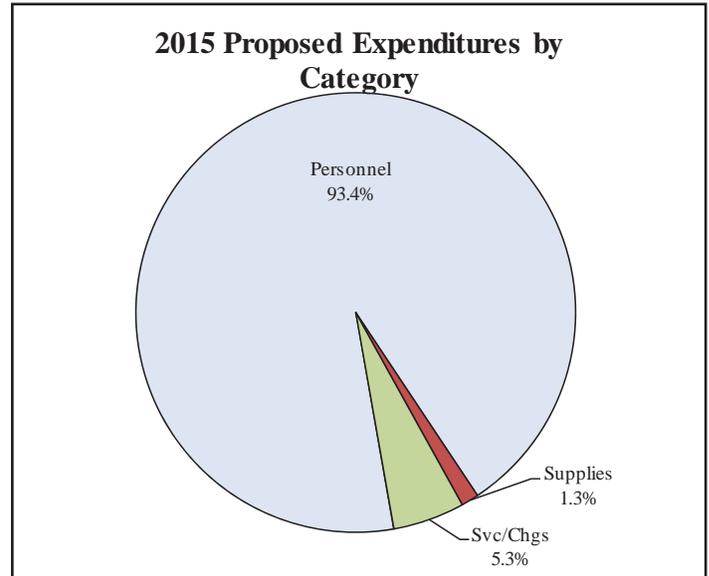
The Federal Way Police Department strives to:

- Provide a safe environment through community involvement, innovation, and education.
- Be familiar with and practice current and modern law enforcement techniques and tactics.
- Maintain a dedicated, well trained, equipped force function with integrity, accountability, and team work.

POLICE DEPARTMENT OVERVIEW
 Responsible Manager: *Andy J. Hwang, Police 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, to provide an increased level of safety to the Community. The agency contracts with South Correctional Entity (SCORE) jail facility in a collaborative effort with other South County Cities for housing misdemeanor prisoners. The police department works cooperatively with local law enforcement agencies in a regional approach when providing specialty services such as the Valley Special Weapons and Tactics Team (SWAT); Valley Investigative Team (VIT) 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 law enforcement agencies. 2015/2016 will provide new opportunities for the department to continue with its primary goal of delivering the highest quality law enforcement services to the community. Through teamwork and dedication, the agency will remain committed to its new mission of providing the highest quality law enforcement, community education, and support services possible while making the best use of the resources entrusted to us.



DEPARTMENT SUMMARY:

Code	Item	2012	2013	2014			2015	2016	15 Proposed - 14 Adj	
		Actual	Actual	Adopted	Adjusted	Projected	Proposed	Proposed	\$ Chg	% Chg
<i>Revenue Summary:</i>										
31X	Taxes	\$ 114,443	\$ 178,696	\$ 145,000	\$ 145,000	\$ 145,000	\$ 2,369,883	\$ 2,408,238	\$ 2,224,883	1534.4%
32X	License and Permits	123,237	108,388	46,000	46,000	46,000	99,000	99,000	53,000	115.2%
33X	Intergovernmental	783,088	643,253	-	166,675	166,675	269,427	416,162	102,752	61.6%
34X	Charges for Services	858,711	865,886	657,000	685,473	805,473	858,000	858,000	172,527	25.2%
35X	Fines	32,397	26,797	17,000	17,000	17,000	1,619,692	1,648,618	1,602,692	9427.6%
36X	Miscellaneous	63,835	84,701	45,000	45,000	45,000	55,000	55,000	10,000	22.2%
39X	Other Financing Sources	4,160,497	3,579,160	3,617,022	3,683,022	4,685,622	-	-	(3,683,022)	-100.0%
Total Revenues:		\$ 6,136,209	\$ 5,486,880	\$ 4,527,022	\$ 4,788,170	\$ 5,910,770	\$ 5,271,002	\$ 5,485,018	\$ 482,832	10.1%
<i>Expenditure Summary:</i>										
91	Office of the Chief	3,292,104	3,188,737	3,334,987	3,736,144	3,736,144	467,504	471,969	(3,268,640)	-87.5%
92-97	Support Services	5,536,532	5,065,308	5,336,877	5,453,600	5,453,600	5,124,076	5,230,917	(329,524)	-6.0%
11X	Field Operations	11,335,166	12,050,881	11,933,106	12,010,341	12,010,341	10,632,464	11,057,027	(1,377,877)	-11.5%
Subtotal Exp W/O contract		\$ 20,163,802	\$ 20,304,926	\$ 20,604,970	\$ 21,200,085	\$ 21,200,085	\$ 16,224,044	\$ 16,759,913	\$ (4,976,041)	-23.5%
98	Jail Services	2,471,531	3,940,143	3,749,000	4,159,831	4,159,831	4,276,614	4,276,614	116,783	2.8%
98	Valley Communications	1,637,541	1,643,351	1,787,000	1,787,000	1,787,000	1,787,000	1,787,000	-	0.0%
Subtotal Exp Contract		\$ 4,109,072	\$ 5,583,494	\$ 5,536,000	\$ 5,946,831	\$ 5,946,831	\$ 6,063,614	\$ 6,063,614	\$ 116,783	2.0%
<i>Non-General Fund Expenditure Summary:</i>										
112	Traffic Safety	-	-	-	-	-	1,597,692	1,626,618	1,597,692	n/a
114	Prop 1 Fund	-	-	-	-	-	2,214,883	2,253,238	2,214,883	n/a
		\$ -	\$ 3,812,575	\$ 3,879,856	\$ 3,812,575	n/a				
Total Expenditures:		\$ 24,272,874	\$ 25,888,420	\$ 26,140,970	\$ 27,146,916	\$ 27,146,916	\$ 26,100,233	\$ 26,703,383	\$ (1,046,683)	-3.9%

POLICE DEPARTMENT OVERVIEW

Responsible Manager: *Andy J. Hwang, Police Chief*

HIGHLIGHTS/CHANGES:

The Federal Way Police Department’s primary objective will be to actively address crimes that impact the quality of life for our residents. The police department builds relationships with both private and public sector partners and the community itself, to bring every possible resource to bear. The police department will maintain its focus of continuing to identify quality individuals to fill anticipated vacancies. The agency will focus on its formal training programs in an effort to keep up with ever changing trends and legal issues. The department will also focus on continued improvement of service delivery, as it conducts a continual review of policies and procedures, as required by CALEA for National Accreditation.

The Police Department’s adopted operating budget is - \$26,100,233 in 2015 and \$26,703,383 in 2016. This is a 3.9% or \$1,046,683 decrease from the 2014 adjusted budget. The table below includes General Fund, Traffic Safety Fund, and Proposition Fund. The Major line item changes include:

- **Salaries and Wages** – Increase of \$1,003,329 is partially due to 9% increase in labor contract settlements in 2014, 4 new officers that are partially funded by grants, 1 new officer funded by the City, and addition of corporal rank structure and Nick & Derek Distracted Driving.
- **Services and Charges** – Increase of \$713,215 is partly due to contract payment for Red Light Photo program fees accounted in the Traffic Safety Fund during 2014, increased training and other miscellaneous services.
- **Intergovernmental Services** – Increase of \$100,366 is mostly due to increase in the SCORE jail services.
- **Internal Services** – Decrease of \$2,918,705 is due to moving all internal service charges to non-departmental and elimination of onetime capital contribution to data processing.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
31X	Taxes	\$ 114,443	\$ 178,696	\$ 145,000	\$ 145,000	\$ 145,000	\$ 2,369,883	\$ 2,408,238	\$ 2,224,883	1534.4%
32X	License and Permits	123,237	108,388	46,000	46,000	46,000	99,000	99,000	53,000	115.2%
33X	Intergovernmental	783,088	643,253	-	166,675	166,675	269,427	416,162	102,752	61.6%
34X	Charges for Services	858,711	865,886	657,000	685,473	805,473	858,000	858,000	172,527	25.2%
35X	Fines	32,397	26,797	17,000	17,000	17,000	1,619,692	1,648,618	1,602,692	9427.6%
36X	Miscellaneous	63,835	84,701	45,000	45,000	45,000	55,000	55,000	10,000	22.2%
39X	Other Financing Sources	4,160,497	3,579,160	3,617,022	3,683,022	4,685,622	-	-	(3,683,022)	-100.0%
Total Revenues:		\$ 6,136,209	\$ 5,486,880	\$ 4,527,022	\$ 4,788,170	\$ 5,910,770	\$ 5,271,002	\$ 5,485,018	\$ 482,832	10.1%
<i>Expenditure Summary:</i>										
1XX	Salaries & Wages	12,761,899	12,817,715	12,743,478	13,010,713	13,010,713	14,014,042	14,374,799	1,003,329	7.7%
2XX	Benefits	3,995,563	4,103,468	4,550,424	4,574,690	4,574,690	4,707,618	4,950,011	132,928	2.9%
3XX	Supplies	356,981	335,275	233,281	281,696	281,696	258,280	258,280	(23,416)	-8.3%
4XX	Services and Charges	429,119	451,146	308,841	343,464	343,464	1,056,679	1,056,679	713,215	207.7%
5XX	Intergovernmental	3,508,242	5,529,957	5,552,417	5,963,248	5,963,248	6,063,614	6,063,614	100,366	1.7%
6XX	Capital Outlays	200,457	46,809	-	29,231	29,231	-	-	(29,231)	-100.0%
7XX	Debt Service-Princ	524,980	-	-	-	-	-	-	-	n/a
9XX	Internal Services	2,495,633	2,604,050	2,752,529	2,918,705	2,918,705	-	-	(2,918,705)	-100.0%
0XX	Other Financing Use	-	-	-	25,169	25,169	-	-	(25,169)	-100.0%
Total Expenditures:		\$ 24,272,874	\$ 25,888,420	\$ 26,140,970	\$ 27,146,916	\$ 27,146,916	\$ 26,100,233	\$ 26,703,383	\$(1,046,683)	-3.9%

POLICE ADMINISTRATION

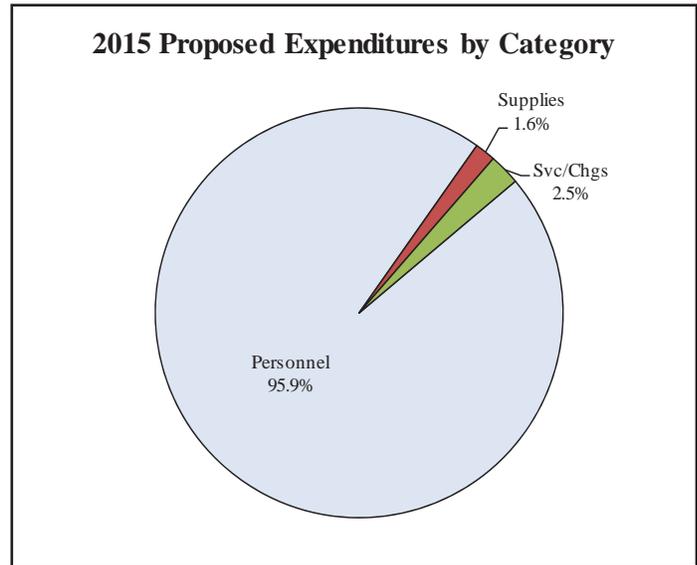
Responsible Manager: *Andy J. Hwang, Police Chief*

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. Within the Office of the Chief, staffing consists of the Chief of Police, Deputy Chief of Police, and an Executive Assistant.

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



PERFORMANCE MEASURES:

Type/Description	2013	2014*	2015**	2016**
Workload Measures:				
• Number of staff hired	5	5	7	7
• Number of Police Officer applicants	339	340	340	340
• Total Crime Prevention community contacts	1,619	1706	1877	1970
• Number of Orders of Protection processed	1,181	1136	1140	1200
• Number of Concealed Pistol Licenses Processed	954	922	930	940
• Number of Public Disclosure Requests	1,879	1582	1575	1550
• Total Animal Services Incidents	1,461	1246	1200	1200
Outcome Measures:				
• Number of police officer candidate background investigations	26	26	30	30
• Number of Items received into Property/Evidence	2,806	3568	3500	3500
• Number of Orders of Protection served	308	188	200	250
• Number of Standards Investigations (Internal Investigations.)	13	8	10	12
• FWPDP Animal Licenses sold	2,983	2796	2800	2800
• Animal Infractions written	119	100	100	100
Efficiency Measures:				
• Average vacancy rate (sworn)	3.2%	1.5%	3.8%	3.8%
• % of background investigations resulting in qualified candidate	19.2%	19.2%	16.6%	16.6%
• % of Standard Investigations from Calls for Service	.024%	.02%	.02%	.02%

* (CALCULATIONS BASED ON 6 MONTH TOTALS X2)

** (PROJECTED ESTIMATES ONLY)

POSITION INVENTORY:

Positions	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	Grade
			Adopted	Adjusted	Projected			
Director-Police Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00	58D
Deputy Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00	55D
Executive Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00	31
Total Regular Staffing	3.00	3.00	3.00	3.00	3.00	3.00	3.00	n/a
Change from prior year	-	-	-	-	-	-	-	n/a
Grant Total Staffing	3.00	3.00	3.00	3.00	3.00	3.00	3.00	n/a

CITY OF FEDERAL WAY 2015/2016 PROPOSED BUDGET

POLICE ADMINISTRATION

Responsible Manager: Andy J. Hwang, Police 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 and at substations, as well as the 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 Police Administration Division’s adopted operating budget totals \$467,504 in 2015 and \$471,969 in 2016.

This is 87.5% or \$3,268,640 decrease from the 2014 adjusted budget. Major line items changes include:

- **Salaries and Wages** – Decrease of \$251,570 is due to allocating overtime budget to appropriate divisions, and one-time grants that are not budgeted for 2015/16.
- **Services and Charges** – Decrease of \$37,623 mainly due to elimination of one-time funding for Downtown Police substation signage for \$16,000, and one-time grants that are not budgeted for 2015/16.
- **Internal Services** – Decrease of \$2,918,705 is due to moving all internal service charges to non-departmental and elimination of onetime capital contribution to data processing.

REVENUE AND EXPENDITURE SUMMARY:

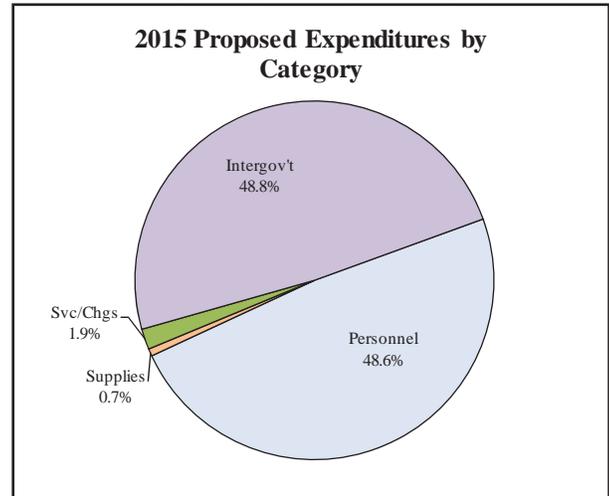
Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditure Summary:</i>										
1XX	Salaries & Wages	481,359	423,908	503,192	625,351	625,351	373,781	375,997	(251,570)	-40.2%
2XX	Benefits	88,206	87,823	61,565	62,370	62,370	74,593	76,842	12,223	19.6%
3XX	Supplies	60,786	31,552	3,202	26,196	26,196	7,630	7,630	(18,566)	-70.9%
4XX	Services and Charges	22,454	23,704	14,500	49,123	49,123	11,500	11,500	(37,623)	-76.6%
6XX	Capital Outlays	143,666	17,700	-	29,231	29,231	-	-	(29,231)	-100.0%
9XX	Internal Services	2,495,633	2,604,050	2,752,529	2,918,705	2,918,705	-	-	(2,918,705)	-100.0%
0XX	Other Financing Use	-	-	-	25,169	25,169	-	-	(25,169)	-100.0%
Total Expenditures:		\$ 3,292,104	\$ 3,188,737	\$ 3,334,987	\$ 3,736,144	\$ 3,736,144	\$ 467,504	\$ 471,969	\$ (3,268,640)	-87.5%

POLICE SUPPORT SERVICES

Responsible Manager: *Kyle Sumpter, Deputy Chief*

PURPOSE/DESCRIPTION:

The Support Services Division consists of the department’s Civilian Operations Section, the Administrative Section and the Criminal Investigations Section (CIS). 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 has a ‘Special Investigations’ team tasked with identifying crime patterns and proactive enforcement efforts to address specific criminal problems. Each section is directed by a Commander or Civilian Manager that reports to the Deputy Chief or the Chief of Police. The sections provide the services described below.



Civilian Operations

- Records Unit
- Animal Services
- Property / Evidence
- Crime Analysis / Prevention
- False Alarm Program
- Technology Initiatives
- Public Relations & Media

Administrative Section

- Budget
- Training
- Recruiting & Hiring
- Internal Investigations
- CALEA
- Quartermaster
- Fleet & Equipment
- Jail and 911 Service
- Volunteer Coordination

Criminal Investigations

- Persons Crimes
- Property Crimes
- Special Investigations Unit (SIU)
- Gangs
- Criminal Intelligence

POSITION INVENTORY:

Positions	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	Grade
			Adopted	Adjusted	Projected			
Commander	2.00	2.00	2.00	2.00	2.00	2.00	2.00	51C
Lieutenant (1 FTE - Prop 1)	2.00	3.00	3.00	3.00	3.00	3.00	3.00	45I
Civilian Operations Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	50
Police Officer (9 FTE - Prop 1)	25.00	27.00	27.00	27.00	27.00	27.00	27.00	32G
Crime Analyst/Prevention Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00	30A
Crime Analyst Program Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00	32A
Calea/Volunteer Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00	30A
Records Supervisor	3.00	3.00	3.00	2.00	2.00	2.00	2.00	29
Property/Evidence Custodian	1.00	1.00	1.00	1.00	1.00	1.00	1.00	28
Quartermaster	1.00	1.00	1.00	1.00	1.00	1.00	1.00	30A
Property/Evidence Technician	1.00	-	-	-	-	1.00	1.00	20A
Administrative Assistant I	2.00	2.00	2.00	3.00	3.00	3.00	3.00	18A
Records Specialist (1 FTE-Prop 1)	10.00	11.00	11.00	11.00	11.00	11.00	11.00	15A
Customer Service Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00	18A
Police Record Administrator	-	-	-	1.00	1.00	1.00	1.00	37
Total Regular Staffing	52.00	55.00	55.00	56.00	56.00	57.00	57.00	n/a
Change from prior year	-	3.00	-	1.00	-	1.00	-	n/a
Funded on a One-time Basis:								
Lieutenant	1.00	-	-	-	-	-	-	45I
Police Officers	2.00	-	-	-	-	-	-	32G
Records Specialist	1.00	-	-	-	-	-	-	18A
Property/Evidence Technician	-	1.00	1.00	1.00	1.00			20A
Frozen Positions:								
Lieutenant	1.00	-	-	-	-	-	-	45I
Records Specialist	1.00	-	-	-	-	-	-	18A
Grant Total Staffing	58.00	56.00	56.00	57.00	57.00	57.00	57.00	n/a

CITY OF FEDERAL WAY 2015/2016 PROPOSED BUDGET

POLICE SUPPORT SERVICES

Responsible Manager: Kyle Sumpter, Deputy Chief

HIGHLIGHTS/CHANGES:

The Administrative Section will continue to evaluate staffing levels and responsibilities as well as oversee the 2014 National Re-Accreditation. The Civilian Operations Section is managing ongoing changes to its environment as the department moves through several technological advances. Field laptop report writing; wireless access; automated recording of property and evidence handling will continue to be focus areas for the agency requiring a great deal of support from Support Services.

The Police Support Services' adopted operating budget totals \$12,414,478 in 2015 and \$12,542,900 in 2016. This is a 8.9% or \$1,014,047 increase from the 2014 adjusted budget.

- **Salaries and Wages** – Net increase of \$1,021,578 due to; 1.0 FTE Lieutenant, 9.0 police officers and 1.0 records specialist moved to Proposition 1 Fund, addition of 9% increase in labor contract settlement in 2014, 2.0 FTE that are transferred in from other divisions, addition of corporal rank structure, and addition of Nick & Derek Distracted Driving.
- **Supplies** – Decrease of \$48,771 is due to movement of line items.
- **Services and Charges** – Increase of \$41,333 mainly due to budget movement from supplies to services and charges.
- **Intergovernmental Services** – Increase of \$100,366 is largely due to increase in jail services.

REVENUE AND EXPENDITURE SUMMARY:

SUPPORT SERVICES – GENERAL FUND

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
32X	License and Permits	\$ 123,237	\$ 108,388	\$ 46,000	\$ 46,000	\$ 46,000	\$ 99,000	\$ 99,000	\$ 53,000	115.2%
34X	Charges for Services	858,711	865,886	657,000	685,473	805,473	858,000	858,000	172,527	25.2%
35X	Fines	32,397	26,797	17,000	17,000	17,000	22,000	22,000	5,000	29.4%
36X	Miscellaneous	63,835	84,701	45,000	45,000	45,000	55,000	55,000	10,000	22.2%
Total Revenues:		\$ 1,078,181	\$ 1,085,771	\$ 765,000	\$ 793,473	\$ 913,473	\$ 1,034,000	\$ 1,034,000	\$ 240,527	30.3%
<i>Expenditure Summary:</i>										
1XX	Salaries & Wages	3,907,089	3,593,204	3,688,080	3,768,654	3,768,654	3,563,444	3,621,250	(205,210)	-5.4%
2XX	Benefits	1,211,564	1,135,445	1,325,892	1,347,961	1,347,961	1,247,503	1,296,538	(100,459)	-7.5%
3XX	Supplies	169,437	100,700	117,091	131,171	131,171	82,400	82,400	(48,771)	-37.2%
4XX	Services and Charges	267,501	262,965	189,396	189,396	189,396	230,729	230,729	41,333	21.8%
5XX	Intergovernmental	3,508,242	5,529,957	5,552,417	5,963,248	5,963,248	6,063,614	6,063,614	100,366	1.7%
6XX	Capital Outlays	56,791	26,530	-	-	-	-	-	-	n/a
7XX	Debt Service-Princ	524,980	-	-	-	-	-	-	-	n/a
Total Expenditures:		\$ 9,645,604	\$ 10,648,802	\$ 10,872,877	\$ 11,400,431	\$ 11,400,431	\$ 11,187,690	\$ 11,294,531	\$ (212,741)	-1.9%

SUPPORT SERVICES – PROP 1 FUND

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
31X	Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,226,788	\$ 1,248,369	\$ 1,226,788	n/a
Total Revenues:		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,226,788	\$ 1,248,369	\$ 1,226,788	n/a
<i>Expenditure Summary:</i>										
1XX	Salaries & Wages	-	-	-	-	-	939,079	947,776	939,079	n/a
2XX	Benefits	-	-	-	-	-	287,709	300,593	287,709	n/a
Total Expenditures:		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,226,788	\$ 1,248,369	\$ 1,226,788	n/a

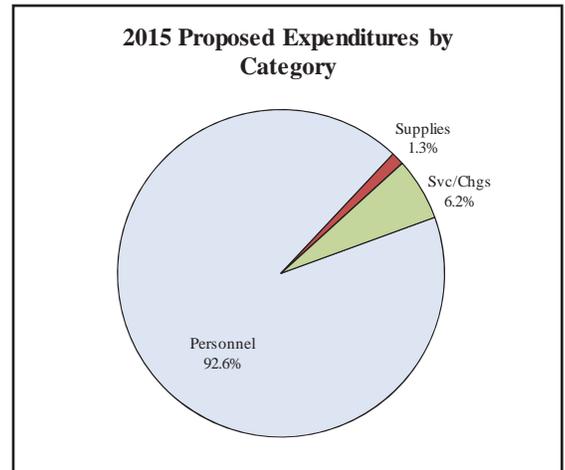
POLICE FIELD OPERATIONS DIVISION
 Responsible Manager: *Kyle Sumpter, Deputy Chief*

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 and traffic units. In addition to the delivery of general police services, the Operations Division also provides special uniformed police officers in the following capacities: Special Operations Unit (bicycle team), five high school resource officers, police services at Commons Mall, two K-9 officers, SWAT (Special Weapons and Tactics Team) and a Nationally Certified Bomb Unit (BDU).

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



PERFORMANCE MEASURES:

Type/Description	2013	2014*	2015**	2016**
Workload Measures:				
• Calls for Service	54,042	61,918	62,000	62,000
• Number of referrals from Child Protective Services (CPS)/APS	516	590	600	600
• CIS Cases assigned	1,444	1,344	1,300	1,300
• Total Accidents occurred	1,926	1,978	1,950	1,950
• DUI Arrests	182	182	182	182
Outcome Measures:				
• Criminal case numbers drawn	18,178	19,070	19,500	19,500
• Number of false alarms with police response	1,587	1,708	1,700	1,700
• Total Index Crimes	9,393	9,304	9,300	9,300
• Total arrests	3,412	3,476	3,400	3,450
• Total Citation/Infractions Issued	17,558	13,458	15,000	15,000
Efficiency Measures:				
• % of criminal cases filed by CIS	44.5%	47.6%	48%	48%
• % of false alarms that are billable	14.7%	21.9%	20%	20%
• Response time to Emergency Calls (includes Priority 1 calls)	3.74	4.14	3.75	3.75
• Average response time (for all calls for service)	12.89	16.32	13.00	13.00
• Annual change to Index Crimes	0%	-1%	0%	0%
• % of arrests requiring force	2.1%	1.1%	1.0%	1.0%

* (CALCULATIONS BASED ON 6 MONTH TOTALS X2)

** (PROJECTED ESTIMATES ONLY)

POSITION INVENTORY:

Positions	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	Grade
			Adopted	Adjusted	Projected			
Commander	3.00	3.00	3.00	3.00	3.00	3.00	3.00	51C
Lieutenant (1 FTE-Prop 1 & 1-FTE Traffic Safety)	10.00	11.00	11.00	11.00	11.00	11.00	11.00	45I
Police Officer (7 FTE-Prop 1 & 7 FTE Traffic Safety)	61.00	70.00	70.00	70.00	70.00	83.00	83.00	32G
Animal Services Officer	2.00	2.00	2.00	2.00	2.00	2.00	2.00	24A
Administrative Assistant I	1.00	1.00	1.00	1.00	1.00	1.00	1.00	18A
Total Regular Staffing	77.00	87.00	87.00	87.00	87.00	100.00	100.00	n/a
Change from prior year	(3.00)	10.00	-	-	-	13.00	-	n/a
Funded on a One-time Basis:								
Commander	1.00	-	-	-	-	-	-	51C
Police Officers	14.00	7.00	7.00	8.00	8.00	-	-	32G
Frozen Positions:								
Police Officer (2.0 FTE Prop 1)	12.00	-	-	-	-	-	-	32G
Grand Total Staffing	104.00	94.00	94.00	95.00	95.00	100.00	100.00	n/a

CITY OF FEDERAL WAY 2015/2016 PROPOSED BUDGET

Police Field Operations Division

Responsible Manager: Kyle Sumpter, Deputy Chief

HIGHLIGHTS/CHANGES:

The Patrol Section staffing model will provide effective and efficient patrol service with the allocated staffing model. Patrol Officers will be assigned a sector to maintain continuity, reduce response time and will be proactive in finding solutions for ongoing neighborhood or crime problems. The Special Investigations Unit will be proactive in combating high profile crime patterns with a focus on gangs, narcotics and vice crimes. The Traffic Unit will increase visibility at school zones and neighborhoods and provide commercial vehicle enforcement.

The Police Operations Division’s adopted operating budget totals \$13,218,250 in 2015 and \$13,688,514 in 2016. This is a 9.4% or \$1,207,909 increase from the 2014 adjusted budget. Major line item changes include:

- **Salaries and Wages** – Moved 1.0 FTE Lieutenants, 7.0 police officers to Proposition 1 Fund and 1.0 FTE Lieutenants, 7.0 police officers to Traffic Safety. Increase of \$521,029 is mainly due to increase of 9% increase in labor contract settlement in 2014 and are adding 4.0 FTE police officers that are funded by grants, and 1.0 FTE new Police Officer.
- **Supplies** – Increase of \$43,921 is due to clothing and footwear for \$23,000 and minor equipment for \$19,000.
- **Services and Charges** – Increase of \$709,505 mostly due to adding Red Light Photo service charges of \$648,000 in 2015/2016, training and travel for \$37,000, and miscellaneous service for \$21,505 are mostly due to shifting line items.

REVENUE AND EXPENDITURE SUMMARY:

FIELD OPERATION – GENERAL FUND

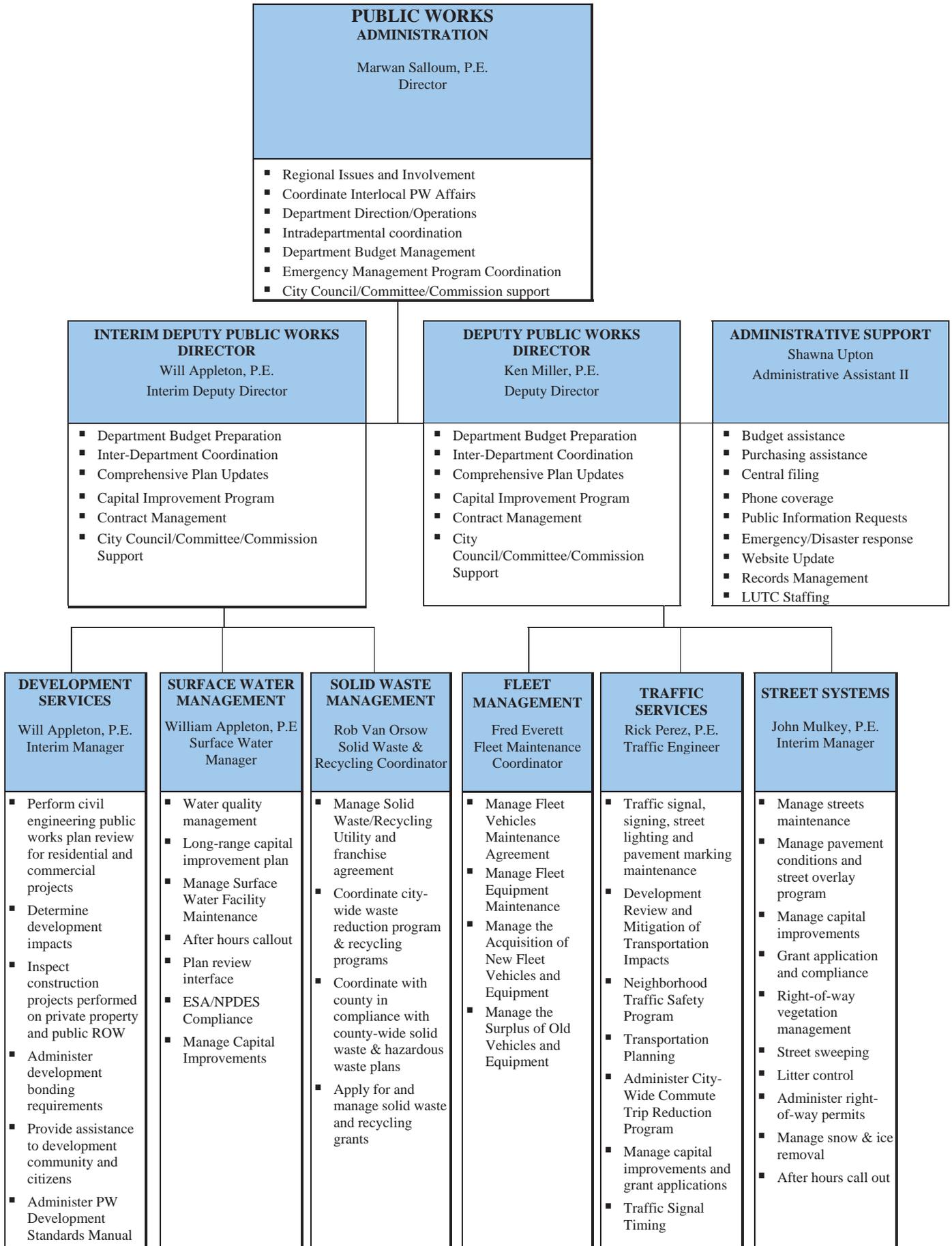
Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
31X	Taxes	\$ 114,443	\$ 178,696	\$ 145,000	\$ 145,000	\$ 145,000	\$ 155,000	\$ 155,000	\$ 10,000	6.9%
33X	Intergovernmental	783,088	643,253	-	166,675	166,675	269,427	416,162	102,752	61.6%
35X	Fines	-	-	-	-	-	-	-	-	n/a
39X	Other Financing Source	4,160,497	3,579,160	3,617,022	3,683,022	3,683,022	-	-	(3,683,022)	-100.0%
Total Revenues:		\$ 5,058,028	\$ 4,401,109	\$ 3,762,022	\$ 3,994,697	\$ 3,994,697	\$ 424,427	\$ 571,162	\$ (3,570,270)	-89.4%
<i>Expenditure Summary:</i>										
1XX	Salaries & Wages	\$ 8,373,451	\$ 8,800,603	\$ 8,552,206	\$ 8,616,708	\$ 8,616,708	\$ 7,726,052	\$ 7,992,923	\$ (890,656)	-10.3%
2XX	Benefits	2,695,793	2,880,200	3,162,967	3,164,359	3,164,359	2,571,712	2,729,404	(592,647)	-18.7%
3XX	Supplies	126,758	203,022	112,988	124,329	124,329	168,250	168,250	43,921	35.3%
4XX	Services and Charges	139,165	164,477	104,945	104,945	104,945	166,450	166,450	61,505	58.6%
6XX	Capital Outlays	-	2,580	-	-	-	-	-	-	n/a
Total Expenditures:		\$ 11,335,166	\$ 12,050,881	\$ 11,933,106	\$ 12,010,341	\$ 12,010,341	\$ 10,632,464	\$ 11,057,027	\$ (1,377,877)	-11.5%

FIELD OPERATION – PROP 1

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
31X	Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 988,094	\$1,004,869	\$ 988,094	n/a
39X	Other Financing Sour	-	-	-	-	1,002,600	-	-	-	n/a
Total Revenues:		\$ -	\$ -	\$ -	\$ -	\$ 1,002,600	\$ 988,094	\$ 1,004,869	\$ 988,094	n/a
<i>Expenditure Summary:</i>										
1XX	Salaries & Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 719,267	\$ 726,264	\$ 719,267	n/a
2XX	Benefits	-	-	-	-	-	268,828	278,605	268,828	n/a
Total Expenditures:		\$ -	\$ 988,094	\$ 1,004,869	\$ 988,094	n/a				

FIELD OPERATION – TRAFFIC SAFETY

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
35X	Fines	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,597,692	\$ 1,626,618	\$ 1,597,692	n/a
Total Revenues:		\$ -	\$ 1,597,692	\$ 1,626,618	\$ 1,597,692	n/a				
<i>Expenditure Summary:</i>										
1XX	Salaries & Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 692,418	\$ 710,588	\$ 692,418	n/a
2XX	Benefits	-	-	-	-	-	257,274	268,030	257,274	n/a
4XX	Services and Charges	-	-	-	-	-	648,000	648,000	648,000	n/a
Total Expenditures:		\$ -	\$ 1,597,692	\$ 1,626,618	\$ 1,597,692	n/a				



PUBLIC WORKS DEPARTMENT OVERVIEW

Responsible Manager: *Marwan Salloum, P.E., Public Works Director*

2013-2014 ACCOMPLISHMENTS

- Grants awarded in the total amount of \$12,181,800 for transportation projects:
 - Pacific Highway South HOV Lanes Phase V (Fed) \$9,639,331
 - Federal Way High and Sacajawea Middle School Pedestrian connection SRTS (Fed) \$ 775,000
 - Lakota Middle School 13th Ave SW SW314th St. to SW316th St. SRTS (Fed) \$ 270,119
 - 21st Ave S. Sidewalks improvements project (Fed) \$ 397,350
 - S324th Street Preservation Project (Fed) \$ 600,000
 - S288th Street Preservation Project (Fed) \$ 500,000

- Grants awarded in the total amount of \$275,500 for surface water programs in 2013:
 - WRIA 10 – Cooperative Watershed Management Grant \$ 31,600
 - DOE GROSS Grant \$ 73,900
 - DOE Capacity Grant \$ 170,000

- Grants awarded in the total amount of \$369,200 for solid waste & recycling projects.

- Completed the following multimillion dollar construction projects on time and within the approved budget, by leveraging all available sources of funding in addition to city funds:
 - 21st Ave SW at SW 336th Street Project
 - Lakota Middle School Safe Routes to School Project
 - SW 312th Street – 14th Ave SW to SR 509 Street Improvements Project
 - City Safety Program Improvements Projects (flashing yellow arrows and reflective back plates)
 - S 320th Street – 11th Ave S to I-5 Preservation Project
 - S 320th Street at 20th Ave S Intersection Improvements Project
 - 2013 Asphalt Overlay Program at \$1.5 million
 - 2014 Asphalt Overlay Program at \$1.5 million
 - Lakota Middle School 13th Ave SW SW314th St. to SW316th St. Safe Routes to School Project
 - Federal Way High and Sacajawea Middle School Pedestrian connection SRTS Project
 - S 356th Street Regional Water Quality Facility Project
 - The first two years of the School Zone Enhancements program

- Completed the SWM Comprehensive Improvement Plan and Rate study
- Met all NPDES Phase II permit requirements
- Implemented 6 NTS projects including Westway conversion into one-way streets
- Provided spring and fall recycling collection events, as well as public outreach including retail compost bin distribution, participation in community events, and an array of new printed outreach materials.

PUBLIC WORKS DEPARTMENT OVERVIEW

Responsible Manager: *Marwan Salloum, P.E., Public Works Director*

2015-2016 ANTICIPATED KEY PROJECTS

- Construct:
 - S 304th Street at 28th Ave S Intersection Improvements Project
 - S 328th Street at 1st Ave S Intersection Improvements Project
 - 10th Ave SW @ SW Campus Drive Southbound Right Turn Lane project
 - S324th Street Preservation Project
 - S288th Street Preservation Project
 - 2015 Asphalt Overlay Program at \$1.5 million
 - 2016 Asphalt Overlay Program at \$1.5 million
 - S352 Street Extension Project
- Start the construction Phase for the Pacific Highway S HOV Lanes Phase V Project
- Start the design and right of way acquisition phase for the 21st Ave S. Sidewalks improvements project
- Completion of the design and right of way acquisition phase for the S356th Street Improvements Project
- Completion of the Transportation element of the Comprehensive Plan
- Working with Sound Transit to complete the light rail extension study
- Provide spring and fall recycling collection events, and continue to expand public education and outreach to multi-family complexes and local businesses to start or expand recycling collection programs
- Develop, implement and complete a surface water infrastructure maintenance program for 2015/2016
- 2015 Development Standards Manual Update
- Meet all NPDES Phase II permit requirements
- Complete inspections of commercial Surface water facilities and conveyance systems
- Acquire additional property in the Hylebos with the \$300K KCF funding and \$300K SWM match
- Complete the SWM asset evaluation/inspection work

PUBLIC WORKS DEPARTMENT OVERVIEW

Responsible Manager: Marwan Salloum, P.E., Public Works Director

CIP PROJECTS: PENDING

2015 Proposed Projects	Sources (in thousands)								Expenses (in thousands)					
	REET	Fuel Tax	General Fund	Grants	Mitig Fees	Misc / Trsfers	Prior Year's Sources	Total Sources	Property Aquis	Consult Svcs	Constr	Const Mgmt	Conting / Other	Total Expenses
Annual Transportation System Safety Improv	-	320	-	-	-	-	-	320	-	-	320	-	-	320
10th Ave SW Imp: SW Camp Dr - SW 344th St	-	-	-	900	300	-	62	1,262	62	-	1,000	100	100	1,262
1st Ave S @ S 328th Street	-	-	-	-	500	313	-	813	-	-	675	70	68	813
S 352nd St: SR-99 to SR-161 *1	-	-	-	200	-	-	-	200	200	20	-	-	-	220
S 304th Street @ 28th Ave S	-	-	-	-	500	313	-	813	-	-	675	70	68	813
S 356th St SR 99-SR161	-	-	-	-	-	-	300	300	300	-	-	-	-	300
SR99 HOV Lns Phase V	1,613	-	-	-	7,000	-	-	8,613	2,600	-	-	-	-	2,600
S 314th St: 20th Av S - 23rd Av S - Install new sidewalks *2	-	-	-	-	-	175	-	175	-	-	175	-	-	175
S 288th Street: 19th Avenue S - I-5	-	-	-	397	-	75	-	472	322	150	-	-	-	472
S 288th Street: Military Road to City Limit Preservation Project	-	-	-	490	-	147	-	637	-	110	500	27	-	637
S 324th Street - Pacific Highway S to S 322nd Street Preservation Project	-	-	-	590	-	268	-	858	-	110	720	28	-	858
Total 2015	\$ 1,613	\$ 320	\$ -	\$ 2,577	\$ 8,300	\$ 1,291	\$ 362	\$ 14,463	\$ 3,484	\$ 390	\$ 4,065	\$ 295	\$ 236	\$ 8,470

PUBLIC WORKS DEPARTMENT OVERVIEW
Responsible Manager: Marwan Salloum, P.E., Public Works Director

CIP PROJECTS: PENDING

2016 Proposed Projects	Sources (in thousands)								Expenses (in thousands)					
	REET	Fuel Tax	General Fund	Grants	Mitig Fees	Misc / Trsfers	Prior Year's Sources	Total Sources	Property Aquis	Consult Svcs	Constr	Const Mgmt	Conting / Other	Total Expenses
Annual Transportation System Safety Improv	-	320	-	-	-	-	-	320	-	-	320	-	-	320
10th Ave SW Imp: SW Camp Dr - SW 344th St	-	-	-	-	-	-	-	-	-	-	-	-	-	-
S 352nd St: SR-99 to SR-161	-	-	2,000	3,800	-	-	-	5,800	-	-	4,700	600	500	5,800
Pacific Highway HOV Lanes Phases IV - SR-509 to S 312th Street	-	-	-	-	-	-	-	-	-	-	-	-	-	-
SR99 HOV Lns Phase V	1,613	-	-	5,000	-	-	-	6,613	-	-	6,300	905	1,260	8,465
Total 2016	\$ 1,613	\$ 320	\$ 2,000	\$ 8,800	\$ -	\$ -	\$ -	\$ 12,733	\$ -	\$ -	\$ 11,320	\$ 1,505	\$ 1,760	\$ 14,585

PUBLIC WORKS DEPARTMENT OVERVIEW

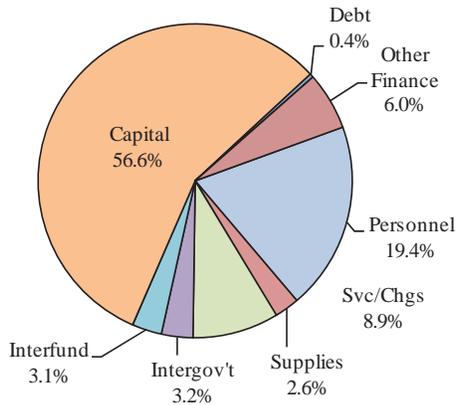
Responsible Manager: Marwan Salloum, P.E., Public Works Director

DEPARTMENT POSITION INVENTORY:

Positions	2012	2013	2014			2015	2016	Grade
	Actual	Actual	Adopted	Adjusted	Projected	Proposed	Proposed	
Street Fund:								
Director-PR & PW	0.30	0.30	0.30	0.30	0.30	-	-	58h
Director-PW						0.80	0.80	
Deputy Director-PW	1.40	1.45	1.45	1.45	1.45	1.45	1.45	58
City Traffic Engineer - Funded by Traffic Safety Fund	1.00	1.00	1.00	1.00	1.00	1.00	1.00	54
Street Systems Manager	-	-	-	-	-	1.00	1.00	50
Development Services Manager	-	-	-	-	-	0.50	0.50	
Deputy Emergency Manager - Moved to MO	1.00	1.00	1.00	-	-	-	-	50
Senior Traffic Engineer - Funded by Traffic Safety Fund	1.00	1.00	1.00	1.00	1.00	1.00	1.00	49
Senior Transportation Planning Engineer - Funded by Traffic Safe	-	1.00	1.00	1.00	1.00	1.00	1.00	49
Street Systems Project Engineer	2.00	2.00	2.00	2.00	2.00	2.00	2.00	49
Senior Engineer Plans Reviewer - .50 FTE to SWM 401 Fund	1.00	1.00	1.00	1.00	1.00	0.50	0.50	40
Street Systems Engineer - 0.50 FTE funded by Street Overlay	1.00	1.00	1.00	1.00	1.00	1.00	1.00	44
Street Systems Maint Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	38
Construction Inspector - 1.00 FTE to SWM 401 Fund	3.00	3.00	3.00	3.00	3.00	2.00	2.00	33
Engineering Plans Reviewer	1.00	1.00	1.00	1.00	1.00	1.00	1.00	35
Engineering Technician - 0.25 FTE funded by Street Overlay	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	26m
Fleet Maintenance Coordinator - Funded by 504 Fleet & Equipm	0.50	0.50	0.50	0.50	0.50	0.50	0.50	26
Administrative Assistant II	0.80	0.80	0.80	0.80	0.80	0.80	0.80	24
Maintenance Worker I	3.00	3.00	3.00	3.00	3.00	3.00	3.00	22m
Administrative Assistant I	0.85	0.85	0.85	0.85	0.85	0.85	0.85	18
Total Street Fund:	20.85	21.90	21.90	20.90	20.90	21.40	21.40	n/a
Solid Waste & Recycling:								
Director-PR & PW	0.05	0.05	0.05	0.05	0.05	-	-	58h
Director-PW						0.05	0.05	
Deputy Director-PW	0.05	0.05	0.05	0.05	0.05	0.05	0.05	58
Solid Waste/Recycling Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00	39
Recycling Project Manager	0.50	0.50	0.50	0.50	0.50	1.00	1.00	35
Administrative Assistant II	0.10	0.10	0.10	0.10	0.10	0.10	0.10	24
Total Solid Waste & Recycling:	1.70	1.70	1.70	1.70	1.70	2.20	2.20	n/a
Surface Water Management:								
Director-PR & PW	0.10	0.10	0.10	0.10	0.10	-	-	58h
Director-PW	-	-	-	-	-	0.15	0.15	
Deputy Director-PW	0.55	0.50	0.50	0.50	0.50	0.50	0.50	58
SWM Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	54
Development Services Manager	-	-	-	-	-	0.50	0.50	0
SWM Project Engineer	1.00	1.00	1.00	1.00	1.00	1.00	1.00	49
SWM Engineer	1.00	1.00	1.00	1.00	1.00	1.00	1.00	44
SW Quality Program Coord	1.00	1.00	1.00	1.00	1.00	1.00	1.00	40
Senior Engineering Plans Reviewer - .50 FTE from Street 101 Fu	-	-	-	-	-	0.50	0.50	40
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	38
SWM R/D Inspector	2.00	2.00	2.00	2.00	2.00	2.00	2.00	36
Construction Inspector - 1.00 FTE to SWM 401 Fund	-	-	-	-	-	1.00	1.00	33
Engineering Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00	28
NPDES Support Technician	1.00	1.00	1.00	-	-	-	-	
Engineering Technician/Inspector	-	-	-	1.00	1.00	2.00	2.00	28
Maintenance Worker II	2.00	2.00	2.00	2.00	2.00	2.00	2.00	26m
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	4.00	4.00	22m
Administrative Assistant I	0.65	0.65	0.65	0.65	0.65	0.65	0.65	18
Total Surface Water Management:	16.40	16.35	16.35	16.35	16.35	20.40	20.40	n/a
Total Regular Staffing	38.95	39.95	39.95	38.95	38.95	44.00	44.00	n/a
Change from prior year	-	1.00	-	(1.00)	-	5.05	-	n/a
Funded on a One-time Basis:								
Senior Traffic Engineer	1.00	-	-	-	-	-	-	43
Recycling Project Manager	0.50	0.50	0.50	0.50	0.50	-	-	24
Frozen Positions:								
Street Systems Manager	1.00	-	-	-	-	-	-	50
Grand Total Staffing	41.45	40.45	40.45	39.45	39.45	44.00	44.00	n/a

PUBLIC WORKS DEPARTMENT OVERVIEW
Responsible Manager: Marwan Salloum, P.E., Public Works Director

2015 Proposed Expenditures by Category



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 Fleet Maintenance Division provides oversight on maintenance of the City non-police vehicles and equipment.

DEPARTMENT SUMMARY:

Dept Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
32X	Licenses and Permit	\$ 99,245	\$ 105,325	\$ 115,000	\$ 115,000	\$ 115,000	\$ 115,000	\$ 115,000	\$ -	0.0%
33X	Intergovernmental	5,098,481	6,286,983	5,578,736	11,126,343	11,126,343	13,174,200	11,047,200	2,047,857	18.4%
34X	Charges for Services	6,748,816	6,180,390	6,215,755	6,388,769	6,388,769	7,834,883	6,447,083	1,446,114	22.6%
35X	Fines and Penalties	45,800	8,250	-	-	-	464,401	481,714	464,401	n/a
36X	Miscellaneous	54,706	60,901	18,500	18,500	18,500	18,500	18,500	-	0.0%
39X	Other Financing Sources	5,416,168	5,796,790	5,751,503	6,416,969	6,416,969	6,539,326	8,948,855	122,358	1.9%
Total Revenues:		\$ 17,463,216	\$ 18,438,638	\$ 17,679,494	\$ 24,065,581	\$ 24,065,581	\$ 28,146,310	\$ 27,058,352	\$ 4,080,730	17.0%
Street Fund Operating Expenditure Summary:										
210	Administration	310,701	325,201	356,895	389,001	389,001	434,184	438,734	45,182	11.6%
220	Development Svcs	311,316	270,713	342,050	348,312	348,312	251,987	257,999	(96,325)	-27.7%
230\260	Traffic Services	1,581,906	1,590,540	1,687,334	2,262,748	1,912,748	1,237,523	1,266,612	(1,025,225)	-45.3%
240	Street Services	1,695,289	1,630,255	1,838,222	1,954,206	1,846,431	1,946,633	1,829,509	(7,573)	-0.4%
Subtotal ST Operating Exp.:		\$ 3,899,212	\$ 3,816,709	\$ 4,224,501	\$ 4,954,267	\$ 4,496,492	\$ 3,870,327	\$ 3,792,854	\$ (1,083,941)	-21.9%
Non-Street Fund Operating Expenditure Summary:										
102	Arterial Street Overlay	1,937,144	1,463,241	1,536,500	1,696,031	1,596,031	1,515,500	1,515,500	(180,531)	-10.6%
106	Solid Waste & Recycling	409,042	468,220	467,261	499,412	499,412	470,101	489,980	(29,311)	-5.9%
112	Traffic Safety Fund	-	-	-	-	-	464,401	481,714	464,401	n/a
306	Transportation CIP	3,330,133	7,856,005	7,169,000	22,432,688	22,432,688	8,470,000	14,585,000	(13,962,688)	-62.2%
304	Surface Wtr Mgmt CIP	1,091,261	1,045,331	246,000	2,938,431	2,938,431	3,123,400	2,110,400	184,969	6.3%
401	Surface Wtr Mgmt	2,994,655	3,072,261	3,400,870	4,186,196	3,846,196	5,254,931	5,597,727	1,068,735	25.5%
504	Fleet & Equipment	1,802,845	1,748,556	1,537,294	1,974,319	1,974,319	3,081,275	1,824,075	1,106,956	56.1%
Subtotal Non-ST Oper. Exp.:		\$ 11,565,080	\$ 15,653,613	\$ 14,356,924	\$ 33,727,076	\$ 33,287,076	\$ 22,379,608	\$ 26,604,396	\$ (11,347,469)	-33.6%
Total Expenditures:		\$ 15,464,292	\$ 19,470,322	\$ 18,581,425	\$ 38,681,343	\$ 37,783,568	\$ 26,249,934	\$ 30,397,251	\$ (12,431,409)	-32.1%

PUBLIC WORKS DEPARTMENT OVERVIEW

Responsible Manager: *Marwan Salloum, P.E., Public Works Director*

HIGHLIGHTS/CHANGES:

The Public Works baseline proposed operating budget totals \$26,249,934 in 2015 and \$30,397,251 in 2016. This is a 32.1% or \$12,431,409 decrease from the 2014 adjusted budget. The below table includes the Street Fund, Arterial Street Fund, Traffic Safety Fund, Fleet and Equipment Fund, and Transportation CIP Fund.

Major line item changes include:

- **Salaries and Wages** – Overall net increase of \$880,904 due to increase in Administration from 0.30 FTE Director of Parks and Public Works changed to 0.80 FTE Director of Public Works. Increase in Development Services due to 0.50 FTE Senior Engineer Plans Reviewer moved to SWM 401 and 0.50 FTE Construction Inspector to SWM 401 Fund and addition of .50 FTE Development Services Manager (Other .50 FTE in SWM Fund). Decrease in Traffic due to 1.0 FTE City Traffic Engineer, 1.0 FTE Senior Traffic Engineer and 1.0 FTE Senior Transportation Planning Engineer moved to Traffic Safety Fund, and 0.50 FTE Construction Inspector moved to SWM 401 Fund. Increase in Street due to moving 0.5 FTE Street Systems Engineer and 0.25 FTE Engineering Technician to Street Overlay, and addition of 1.0 FTE Street Systems Manager. Increase in Solid Waste & Recycling due to increase in pay for Solid Waste and Recycling employees. Increase in SWM due to moving 0.50 Sr. Engineering Plans Reviewer, two 0.50 Construction Inspector from 101 Street Fund, addition of 1.0 Engineer Technician/Inspector in 2014, fully funded in 2015/16, addition of 0.50 FTE (.50 FTE funded by Streets) Development Services Manager, addition of temporary help, addition of 1.0 FTE SWM Maintenance Worker I, and addition of 1.0 FTE SWM Inspector/Technician.
- **Services and Charges** – Overall net decrease of \$663,615 due to decrease in Traffic of 277,518 due to \$25,000 traffic counts, \$4,000 consulting contracts, and \$50,636 for electricity, \$197,882 for one time comp plan update. Increase in Streets of \$179,254 due to decrease of \$108,471 Repairs\Maintenance for fleet and equip, \$60,000 in ROW Landscaping, \$14,000 in water and waste disposal billings, \$5,000 ROW inspector, and \$365K increase in CIP projects for Transportation. Decrease in Solid Waste & Recycling of \$63,497 due to a one-time funding primarily for grants in 2014 not in 2015/16. Decrease in SWM of \$501,854 due to Professional Services of NPDES Monitoring, Repairs\Maintenance DOE grant eliminated, and increase in expenditures for capital projects.
- **Intergovernmental** – Overall net decrease of \$340,430 due to decrease in Traffic of \$290,202 for reduction of one time King County road markings, thermoplastic, and speed humps of \$215,900, and \$74,302 for Commute Trip Reduction one time grant. Decrease of \$10,000 in Streets due to elimination of one time WSDOT contract increase. Decrease in SWM of \$20,362 in SWM due to noxious weed.
- **Capital Outlays** – Overall net decrease of \$6,896,123 due to elimination of \$41,430 for Arterial Street Overlay, elimination of \$8,601,410 in Transportation CIP, addition of \$1,358,062 due to increase in fleet and equipment capital purchases, addition of Street snow and ice equipment and storage, and addition of \$238,655 in Surface Water Management CIP projects.
- **Debt Services** – Overall net decrease of \$86,239 consisting of principal and interest due to pay down for one of two Public Loan Trust Funds.
- **Internal Services** – Overall net decrease of \$743,486 due to moving all internal service charges to non-departmental, and one-time projects and capital purchases in internal service funds in 2014 that are not in 2015\16.
- **Other Financing Uses** – Decrease of \$4,619,364 primarily due to Transportation CIP transfers that are not needed in 2015/16 and increased transfer for CIP projects in Surface Water Management.

PUBLIC WORKS DEPARTMENT OVERVIEW
Responsible Manager: Marwan Salloum, P.E., Public Works Director

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
32X	Licenses and Permit	\$ 99,245	\$ 105,325	\$ 115,000	\$ 115,000	\$ 115,000	\$ 115,000	\$ 115,000	\$ -	0.0%
33X	Intergovernmental	5,098,481	6,286,983	5,578,736	11,126,343	11,126,343	13,174,200	11,047,200	2,047,857	18.4%
34X	Charges for Services	6,748,816	6,180,390	6,215,755	6,388,769	6,388,769	7,834,883	6,447,083	1,446,114	22.6%
35X	Fines and Penalties	45,800	8,250	-	-	-	464,401	481,714	464,401	n/a
36X	Miscellaneous	54,706	60,901	18,500	18,500	18,500	18,500	18,500	-	0.0%
39X	Other Financing Sources	5,416,168	5,796,790	5,751,503	6,416,969	6,416,969	6,539,326	8,948,855	122,358	1.9%
Total Revenues:		\$ 17,463,216	\$ 18,438,638	\$ 17,679,494	\$ 24,065,581	\$ 24,065,581	\$ 28,146,310	\$ 27,058,352	\$ 4,080,730	17.0%
<i>Expenditure Summary:</i>										
1XX	Salaries and Wages	2,957,732	2,820,376	2,696,420	2,880,988	2,868,988	3,761,892	3,832,517	880,904	30.6%
2XX	Benefits	991,829	1,030,240	1,190,728	1,219,306	1,219,306	1,319,358	1,378,361	100,052	8.2%
3XX	Supplies	788,632	740,876	750,905	750,905	750,905	669,755	669,755	(81,150)	-10.8%
4XX	Services and Charges	2,997,497	3,045,694	2,070,266	2,991,067	2,661,292	2,327,452	2,837,574	(663,615)	-22.2%
5XX	Intergovernmental	852,994	898,370	833,366	1,170,657	960,657	850,093	870,522	(320,564)	-27.4%
6XX	Capital Outlays	4,801,146	8,553,149	9,057,997	21,750,526	21,650,526	14,854,403	18,049,712	(6,896,123)	-31.7%
7XX	Debt Service-Princ	182,359	182,359	182,359	182,359	182,359	96,120	96,120	(86,239)	-47.3%
8XX	Debt Service-Interest	10,277	8,453	6,630	6,630	6,630	4,806	3,845	(1,824)	-27.5%
9XX	Internal Services	1,472,645	1,383,402	1,464,754	1,546,541	1,546,541	803,055	758,845	(743,486)	-48.1%
0XX	Other Financing Uses	409,181	807,402	328,000	6,182,364	5,936,364	1,563,000	1,900,000	(4,619,364)	-74.7%
Total Expenditures:		\$ 15,464,292	\$ 19,470,322	\$ 18,581,425	\$ 38,681,343	\$ 37,783,568	\$ 26,249,934	\$ 30,397,251	\$ (12,431,409)	-32.1%

PUBLIC WORKS ADMINISTRATION

RESPONSIBLE MANAGER: MARWAN SALLOUM, 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 two 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 Fleet.

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.

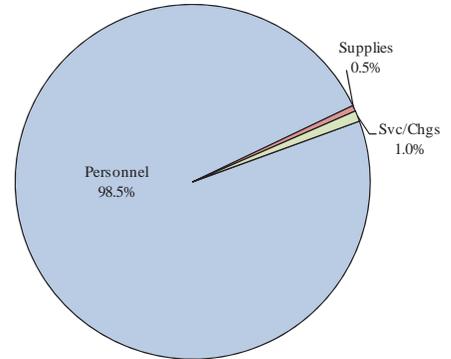
PERFORMANCE MEASURES:

Type/Description	2013	2014	2015	2016
Workload Measures:				
• Number of responses for information from constituents	1040	1010	1010	1010
• Number of word processing requests	2610	1720	1720	1720
Outcome Measures:				
• Percent of community requests responded to in same day	95%	95%	95%	95%
• Percent of word processing documents completed on time	99%	99%	99%	99%
• Percent of time a "live" person is available to handle constituent calls	99%	99%	99%	99%

POSITION INVENTORY:

Positions	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	Grade
			Adopted	Adjusted	Projected			
Director-PR & PW	0.30	0.30	0.30	0.30	0.30	-	-	58h
Director-PW						0.80	0.80	58h
Deputy Director-PW	1.40	1.45	1.45	1.45	1.45	1.45	1.45	58
Administrative Assistant II	0.50	0.50	0.50	0.50	0.50	0.50	0.50	24
Total Street Fund:	2.20	2.25	2.25	2.25	2.25	2.75	2.75	n/a
Grand Total Staffing	2.20	2.25	2.25	2.25	2.25	2.75	2.75	n/a

2015 Proposed Expenditures by Category



PUBLIC WORKS ADMINISTRATION
RESPONSIBLE MANAGER: MARWAN SALLOUM, P.E., PUBLIC WORKS DIRECTOR

The proposed operating budget totals \$434,184 in 2015 and \$438,734 in 2016. This is a 11.6% or \$45,182 increase from the 2014 adjusted budget.

Major line item changes include:

- **Salaries and Wages**– Increase of \$65,423 due to 0.30 FTE Director of Parks and Public Works changed to 0.80 FTE Director of Public Works.
- **Internal Services** - Decrease of \$32,755 due to moving all internal service charges to non-departmental.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditure Summary:</i>										
1XX	Salaries and Wages	210,353	222,344	231,321	258,678	258,678	324,101	327,256	65,423	25.3%
2XX	Benefits	67,741	71,937	86,450	90,940	90,940	103,454	104,849	12,514	13.8%
3XX	Supplies	1,299	1,440	2,350	2,350	2,350	2,350	2,350	-	0.0%
4XX	Services and Charges	2,686	311	4,279	4,279	4,279	4,279	4,279	-	0.0%
6XX	Capital Outlays	334	-	-	-	-	-	-	-	n/a
9XX	Internal Services	28,288	29,170	32,496	32,755	32,755	-	-	(32,755)	-100.0%
Total Expenditures:		\$ 310,701	\$ 325,201	\$ 356,895	\$ 389,001	\$ 389,001	\$ 434,184	\$ 438,734	\$ 45,182	11.6%

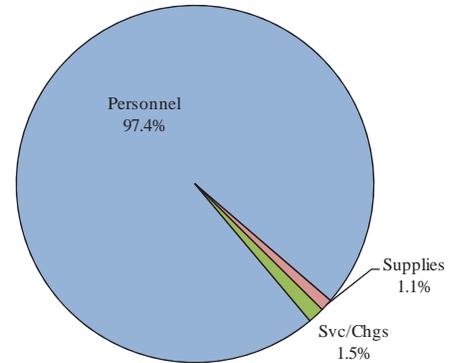
PUBLIC WORKS DEVELOPMENT SERVICES

Responsible Manager: Will Appleton, P.E., Interim 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.

2015 Proposed Expenditures by Category



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..

PERFORMANCE MEASURES:

Type/Description	2013	2014	2015	2016
Workload Measures:				
• Number of development review committee meetings attended	18	20	40	40
• Number of Engineering Approval reviews	10	10	12	12
• Number of Commercial Building Permit reviews	26	28	30	30
• Number of Plat Applications (Full & Short)	5	6	6	6
• Number of Single Family Applications	250	250	350	350
• Number of Final Plats	2	1	4	4
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 – Use Process Review 1	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
Efficiency Measures:				
• Cost recovery ratio for the Division	28%	34%	38%	40%

POSITION INVENTORY:

Positions	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	Grade
			Adopted	Adjusted	Projected			
Street Fund:								
Development Services Manager	-	-	-	-	-	0.50	0.50	
Senior Engineer Plans Reviewer - .50 FTE to SWM 401	1.00	1.00	1.00	1.00	1.00	0.50	0.50	40
Engineering Plans Reviewer	1.00	1.00	1.00	1.00	1.00	1.00	1.00	35
Construction Inspector - .50 FTE to SWM 401 Fund	2.00	1.50	1.50	1.50	1.50	-	-	33
Administrative Assistant II	0.10	0.10	0.10	0.10	0.10	0.10	0.10	24
Administrative Assistant I	0.10	0.10	0.10	0.10	0.10	0.10	0.10	18
Total Regular Staffing	4.20	3.70	3.70	3.70	3.70	2.20	2.20	n/a
Grand Total Staffing	4.20	3.70	3.70	3.70	3.70	2.20	2.20	n/a

PUBLIC WORKS DEVELOPMENT SERVICES
Responsible Manager: Will Appleton, P.E., Interim Manager

HIGHLIGHTS/CHANGES:

The proposed operating budget totals \$251,987 in 2015 and \$257,999 in 2016. This is a 27.7% or \$96,325 decrease from the 2014 adjusted budget.

Major line item changes include:

- **Salaries and Wages** – Net Increase of \$26,971 due to decrease of 0.50 FTE Senior Engineer Plans Reviewer being moved to SWM 401, 0.50 FTE Construction Inspector to SWM 401 Fund and adding .50 FTE Development Services Manager (Other .50 FTE in SWM Fund).
- **Internal Services** - Decrease of \$66,384 due to moving all internal service charges to non-departmental.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
32X	Licenses and Permits	\$ 99,245	\$105,325	\$115,000	\$115,000	\$115,000	\$ 115,000	\$ 115,000	\$ -	0.0%
34X	Charges for Services	198,112	168,723	198,000	198,000	198,000	198,000	198,000	-	0.0%
Total Revenues:		\$ 297,357	\$ 274,047	\$ 313,000	\$ -	0.0%				
<i>Expenditure Summary:</i>										
1XX	Salaries and Wages	163,142	139,536	167,712	172,716	172,716	199,686	203,966	26,971	15.6%
2XX	Benefits	91,362	61,760	101,850	102,723	102,723	45,811	47,542	(56,912)	-55.4%
3XX	Supplies	998	1,991	2,770	2,770	2,770	2,770	2,770	-	0.0%
4XX	Services and Charges	1,325	7,525	3,720	3,720	3,720	3,720	3,720	-	0.0%
6XX	Capital Outlays	496	-	-	-	-	-	-	-	n/a
9XX	Internal Services	53,994	59,901	65,999	66,384	66,384	-	-	(66,384)	-100.0%
Total Expenditures:		\$ 311,316	\$ 270,713	\$ 342,050	\$ 348,312	\$ 348,312	\$ 251,987	\$ 257,999	\$ (96,325)	-27.7%

PUBLIC WORKS TRAFFIC

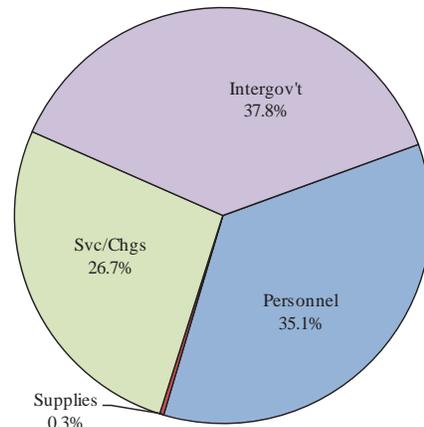
Responsible Manager: *Richard Perez, P.E., Traffic Engineer*

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 2015/2016 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.

2015 Proposed Expenditures by Category



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

PERFORMANCE MEASURES:

Type/Description	2013	2014	2015	2016
Workload Measures:				
• Number of traffic signals	85	85	85	87
• Number of citizen action requests processed	300	300	300	300
• Number of development review applications	175	297	250	250
• Number of employees at commute trip reduction sites	5,500	5,500	5,700	5,700
Outcome Measures:				
• No. of timing plans developed for traffic signal coordination	15	104	68	64
• No. of traffic control changes implemented	27	43	50	50
• No. of neighborhood projects balloted	1	7	4	4
• Percent of development applications reviewed on time	100%	100%	100%	100%
• No. of City employees changing travel mode to non-single occupancy vehicle (SOV)	30	30	35	40
• No. of Neighborhood Traffic Safety Projects presented to Council	1	7	4	4
Efficiency Measures:				
• Percent reduction in delays at signalized intersections	5%	5%	5%	5%
• Percent change from SOV travel modes	1%	1%	1%	1%

POSITION INVENTORY:

Positions	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	Grade
			Adopted	Adjusted	Projected			
City Traffic Engineer - Funded by Traffic Safety Fund	1.00	1.00	1.00	1.00	1.00	1.00	1.00	54
Senior Traffic Engineer - Funded by Traffic Safety Fund	1.00	1.00	1.00	1.00	1.00	1.00	1.00	49
Senior Transportation Planning Engineer - Funded by Traffic Safety Fund	-	1.00	1.00	1.00	1.00	1.00	1.00	49
Construction Inspector - .50 FTE to SWM 401 Fund	-	0.50	0.50	0.50	0.50	1.00	1.00	33
Administrative Assistant II	0.10	0.10	0.10	0.10	0.10	0.10	0.10	24
Administrative Assistant I	0.25	0.25	0.25	0.25	0.25	0.25	0.25	18
Total Street Fund:	2.35	3.85	3.85	3.85	3.85	4.35	4.35	n/a
Change from prior year	(1.00)	1.50	-	-	-	0.50	-	n/a
Funded on a One-time Basis:								
Senior Traffic Engineer	1.00	-	-	-	-	-	-	49
Grand Total Staffing	3.35	3.85	3.85	3.85	3.85	4.35	4.35	n/a

PUBLIC WORKS TRAFFIC
Responsible Manager: Richard Perez, P.E., Traffic Engineer

HIGHLIGHTS/CHANGES:

The proposed operating budget totals \$1,701,924 in 2015 and \$1,748,326 in 2016. This is a 24.8% or \$560,824 decrease from the 2014 adjusted budget. This table includes Traffic and Commute Trip Reduction sections of the Street Funds, and the Traffic Safety Fund.

Major line item changes include:

- **Salaries and Wages** – Decrease of \$245,724 due to 1.0 FTE City Traffic Engineer, 1.0 FTE Senior Traffic Engineer, 1.0 FTE Senior Transportation Planning Engineer moved to Traffic Safety Fund, and reduction of \$10,000 for Commute Trip Reduction incentive pay. Includes additional decrease of 0.50 FTE Construction Inspector funded by SWM 401 Fund.
- **Services and Charges** – Decrease of \$277,518 due \$25,000 traffic counts, \$4,000 consulting contracts, and \$50,636 for electricity, \$197,882 for one time comp plan update,
- **Intergovernmental** – Decrease of \$290,202 due to reduction of one time King County road markings, thermoplastic, and speed humps of \$215,900, and \$74,302 for Commute Trip Reduction one time grant.
- **Internal Services** - Decrease of \$116,161 due to moving all internal service charges to non-departmental.

**REVENUE AND EXPENDITURE SUMMARY:
 TRAFFIC – STREET FUND**

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
33X	Intergovernmental	\$ 69,861	\$ 4,131	\$ -	\$ 74,302	\$ 74,302	\$ -	\$ -	\$ (74,302)	-100.0%
34X	Charges for Services	17,473	26,489	4,000	4,000	4,000	4,000	4,000	-	0.0%
36X	Miscellaneous	3,627	3,167	5,000	5,000	5,000	5,000	5,000	-	0.0%
39X	Other Financing Sources	330,000	362,000	362,000	362,000	362,000	100,000	100,000	(262,000)	-72.4%
Total Revenues:		\$ 420,962	\$ 395,787	\$ 371,000	\$ 445,302	\$ 445,302	\$ 109,000	\$ 109,000	\$ (336,302)	-75.5%
<i>Expenditure Summary:</i>										
1XX	Salaries and Wages	346,093	294,316	302,084	332,274	332,274	86,550	91,614	(245,724)	-74.0%
2XX	Benefits	119,432	125,271	137,697	142,671	142,671	47,051	50,647	(95,620)	-67.0%
3XX	Supplies	5,168	2,773	5,400	5,400	5,400	5,400	5,400	-	0.0%
4XX	Services and Charges	419,684	413,177	522,317	731,999	581,999	454,481	454,481	(277,518)	-37.9%
5XX	Intergovernmental	634,223	627,595	604,112	934,243	734,243	644,041	664,470	(290,202)	-31.1%
9XX	Internal Services	57,305	127,407	115,724	116,161	116,161	-	-	(116,161)	-100.0%
Total Expenditures:		\$ 1,581,906	\$ 1,590,540	\$ 1,687,334	\$ 2,262,748	\$ 1,912,748	\$ 1,237,523	\$ 1,266,612	\$ (1,025,225)	-45.3%

TRAFFIC – TRAFFIC SAFETY FUND

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
35X	Fines and Penalties	\$ -	\$ -	\$ -	\$ -	\$ -	\$464,401	\$481,714	\$ 464,401	n/a
Total Revenues:		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 464,401	\$ 481,714	\$ 464,401	n/a
<i>Expenditure Summary:</i>										
1XX	Salaries and Wages	-	-	-	-	-	324,996	333,826	324,996	n/a
2XX	Benefits	-	-	-	-	-	139,405	147,888	139,405	n/a
Total Expenditures:		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 464,401	\$ 481,714	\$ 464,401	n/a

PUBLIC WORKS STREETS

Responsible Manager: *John Mulkey, P.E., Interim 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.

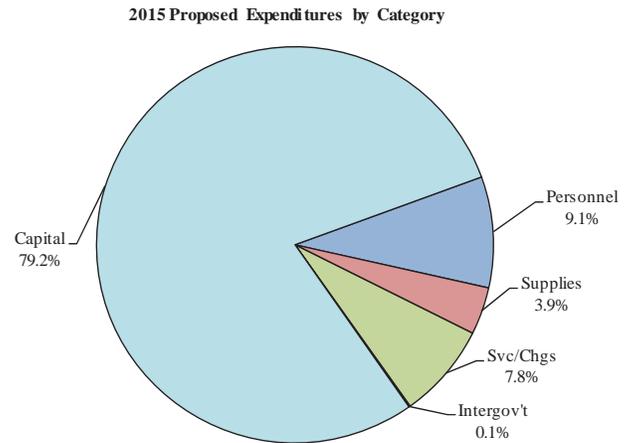
The Division provides administrative and financial control, coordination and record keeping for the daily operation and maintenance of the transportation and pedestrian network. Develops long range and comprehensive planning goals; prioritizes, and implements maintenance programs and capital improvement programs. Monitor 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.

PERFORMANCE MEASURES:

Type/Description	2013	2014	2015	2016
Workload Measures:				
• Annual CIP Fund administered	\$10.1M	\$7.6M	\$10M	\$10M
• Number of lane miles repaired/rehabilitated	9.33	16.35	10.00	10.00
• ROW permits issued	423	450	450	450
• Number of street center lane mile within City limit	242.9	242.9	243	243
Outcome Measures:				
• Percent of CIP project completed on time and within budget	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	\$3.36M	\$2.5M	\$3.33M	\$3.33M
• # of Citizen Action Rpt (CAR) forms responded to per maintenance FTE	181	181	181	181



PUBLIC WORKS STREETS
Responsible Manager: John Mulkey, P.E., Interim Manager

POSITION INVENTORY:

Positions	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	Grade
			Adopted	Adjusted	Projected			
Street Fund:								
Street Systems Manager	-	-	-	-	-	1.00	1.00	50
Street Systems Project Engineer	2.00	2.00	2.00	2.00	2.00	2.00	2.00	49
Street Systems Engineer - 0.50 FTE funded by Street Overlay	1.00	1.00	1.00	1.00	1.00	1.00	1.00	44
Street Systems Maint Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	38
Construction Inspector	1.00	1.00	1.00	1.00	1.00	1.00	1.00	33
Engineering Technician - 0.25 FTE funded by Street Overlay	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	26m
Fleet Maintenance Coordinator - Funded by 504 Fleet & Equip	0.50	0.50	0.50	0.50	0.50	0.50	0.50	26
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	22m
Administrative Assistant I	0.50	0.50	0.50	0.50	0.50	0.50	0.50	18
Total Street Fund:	11.10	11.10	11.10	11.10	11.10	12.10	12.10	n/a
Total Regular Staffing	11.10	11.10	11.10	11.10	11.10	12.10	12.10	n/a
Change from prior year	-	-	-	-	-	1.00	-	n/a
Frozen Positions:								
Street Systems Manager	1.00	-	-	-	-	-	-	50
Grand Total Staffing	12.10	11.10	11.10	11.10	11.10	12.10	12.10	n/a

DEPARTMENT SUMMARY:

Dept Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Non-General Fund Operating Expenditure Summary:</i>										
240	Streets	1,695,289	1,630,255	1,838,222	1,954,206	1,846,431	1,946,633	1,829,509	(7,573)	-0.4%
102	Overlay Program	1,937,144	1,463,241	1,536,500	1,696,031	1,596,031	1,515,500	1,515,500	(180,531)	-10.6%
306	Transportation CIP	3,330,133	7,856,005	7,169,000	22,432,688	22,432,688	8,470,000	14,585,000	(13,962,688)	-62.2%
504	Fleet - City Hall	617,994	739,621	435,281	632,306	632,306	1,570,746	482,766	938,440	148.4%
504	Fleet - Police	1,184,852	1,008,934	1,102,013	1,342,013	1,342,013	1,510,529	1,341,309	168,516	12.6%
Total Expenditures:		\$ 8,765,411	\$12,698,057	\$12,081,016	\$ 28,057,244	\$ 27,849,469	\$15,013,408	\$ 19,754,084	\$(13,043,835)	-46.5%

PUBLIC WORKS STREETS

Responsible Manager: John Mulkey, P.E., Interim Manager

HIGHLIGHTS/CHANGES:

The proposed operating budget totals \$15,013,408 in 2015 and \$19,754,084 in 2016. This is a 46.5% or \$13,043,835 decrease from the 2014 adjusted budget. The below table includes the Street Fund, the Arterial Street Fund, the Fleet and Equipment Fund, and the Transportation CIP fund.

Major line item changes include:

- **Salaries and Wages** – Net Increase of \$340,074 due to decrease of moving 0.5 FTE Street Systems Engineer to Street Overlay, 0.25 FTE Engineering Technician to Street Overlay, and increase due to elimination of contra accounting charged to Transportation CIP fund, therefore increasing Streets Fund contribution for 0.50 FTE Street Systems Engineer, 1.5 FTE Street Systems Project Engineer and 0.50 FTE Administrative Assistant, and addition of 1.0 FTE Street Systems Manager.
- **Supplies** – Decrease of \$80,000 due to reducing repair parts in fleet and equipment by \$10,000 and reduction of one-time gasoline by \$70,000.
- **Services and Charges** – Net Increase of \$179,254 due to reduction of \$108,471 repairs\maintenance for fleet and equip, \$60,000 in ROW Landscaping, \$14,000 in water and waste disposal billings, \$5,000 ROW inspector, and increase of \$365K in CIP projects for Transportation.
- **Intergovernmental** – Decrease of \$10,000 due to elimination of one time WSDOT contract increase.
- **Capital Outlays** – Net decrease of \$7,134,778 due to \$41,430 for Arterial Street Overlay, \$8,601,410 in Transportation CIP, increase of \$1,358,062 due to increase in fleet and equipment capital purchases, and addition of Street snow and ice equipment and storage.
- **Internal Services** – Decrease of \$635,203 due to moving all internal service charges to non-departmental, and one-time projects and capital purchases in internal service funds in 2014 that are not in 2015\16.
- **Other Financing Uses** – Decrease of \$5,726,278 due to transfers in CIP that are not needed in 2015/16.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
33X	Intergovernmental	\$ 4,312,472	\$ 5,301,050	\$ 5,422,000	\$ 9,580,508	\$ 9,580,508	\$11,442,000	\$10,665,000	\$ 1,861,492	19.4%
34X	Charges for Services	2,675,378	2,239,055	2,244,702	2,415,484	2,415,484	3,482,598	2,012,798	1,067,114	44.2%
36X	Miscellaneous	21,822	25,560	10,500	10,500	10,500	10,500	10,500	-	0.0%
39X	Other Financing Sources	4,676,987	5,030,895	5,143,503	5,808,969	5,808,969	4,876,326	6,948,855	(932,642)	-16.1%
Total Revenues:		\$ 11,686,659	\$ 12,596,559	\$ 12,820,705	\$ 17,815,461	\$ 17,815,461	\$ 19,811,424	\$ 19,637,153	\$ 1,995,964	11.2%
<i>Expenditure Summary:</i>										
1XX	Salaries and Wages	844,094	811,643	618,906	679,040	667,040	1,019,114	1,038,256	340,074	50.1%
2XX	Benefits	275,369	290,053	309,080	317,006	317,006	340,102	357,327	23,096	7.3%
3XX	Supplies	630,526	552,665	661,065	661,065	661,065	581,065	581,065	(80,000)	-12.1%
4XX	Services and Charges	2,107,650	2,107,287	976,884	989,884	904,109	1,169,138	1,709,138	179,254	18.1%
5XX	Intergovernmental	71,741	87,529	26,586	26,586	16,586	16,586	16,586	(10,000)	-37.6%
6XX	Capital Outlays	4,173,404	7,882,652	8,811,997	19,022,181	18,922,181	11,887,403	16,051,712	(7,134,778)	-37.5%
9XX	Internal Services	662,628	541,301	594,497	635,203	635,203	-	-	(635,203)	-100.0%
0XX	Other Financing Uses	-	424,926	82,000	5,726,278	5,726,278	-	-	(5,726,278)	-100.0%
Total Expenditures:		\$ 8,765,411	\$ 12,698,057	\$ 12,081,016	\$ 28,057,244	\$ 27,849,469	\$ 15,013,408	\$ 19,754,084	\$ (13,043,835)	-46.5%

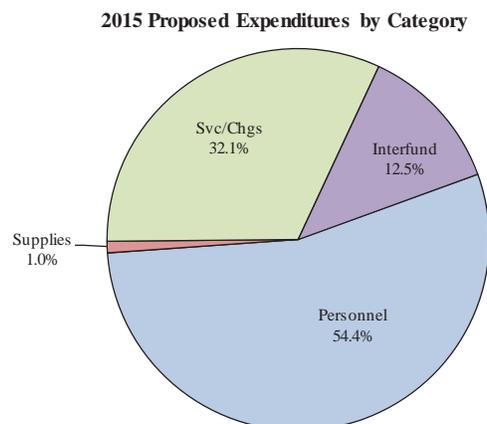
PUBLIC WORKS SOLID WASTE & RECYCLING

Responsible Manager: *Rob Van Orsow, Solid Waste & Recycling Coordinator*

PURPOSE/DESCRIPTION:

Solid Waste and Recycling Division’s responsibilities include:

- Procurement and administration of the solid waste and recycling collection service contract (currently with Waste Management), serving as customers’ advocate.
- Managing grant programs to enhance recycling services in Federal Way. This includes preparing grant applications, project implementation, tracking results, preparing reports and completing reimbursement requests.
- Maintaining litter control operations and supplies in support of ongoing right-of-way maintenance, and managing contracted services with the City’s long-term vendor, Vadis.
- Participating in regional Solid Waste, Recycling, and Hazardous Waste system planning and implementation.
- A variety of other functions, such as optimizing solid waste and recycling services for City operations, providing input on major development plans to allow efficient collection and service access for customers, and code violation coordination with Code Compliance and Surface Water staff.



Division revenues accrue in a “special revenue fund” (Fund 106) (distinct from the General Fund). Most 106 Fund revenues come from two sources: recycling program grants from outside agencies and the administrative fee via the SWR Collection Contract.

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 and corrective input, contract and grant-related services planning and implementation, and resolution of customer service issues. The Division’s goal is to ensure that the contracted hauler provides the highest level of service achievable through enforcing 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, production and distribution of mailers, and recycling-related 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 assists area businesses and residents with managing their solid wastes in a cost-effective and environmentally-sound manner.

The Division also participates in ongoing regional planning efforts related to recycling, hazardous waste, and solid waste. Examples include updating and implementing the Comprehensive Solid Waste Management Plan and the Local Hazardous Waste Management Plan. The Division has partial administration responsibility over the Local Hazardous Waste Management Program (LHWMP), emphasizing the importance of service equity for the south county. Additionally, the Division supports the City’s participation in the Metropolitan Solid Waste Advisory Committee (MSWAC).

PERFORMANCE MEASURES:

Type/Description	2013	2014	2015	2016
Workload Measures:				
• Number of special recycling collection events held	2	2	2	2
• Number of outreach materials (brochures, newsletters, etc.) produced	8	8	8	8
• Number of grants managed	4	3	3	3
Outcome Measures:				
• Quantity of outreach materials printed and distributed	100,000	100,000	100,000	100,000
• Grant revenue obtained	\$196,400	\$172,800	\$172,200	\$172,200
• Tons of material diverted per special recycling event	50	50	50	50

CITY OF FEDERAL WAY 2015/2016 ADOPTED BUDGET

PUBLIC WORKS SOLID WASTE & RECYCLING

Responsible Manager: Rob Van Orsow, Solid Waste & Recycling Coordinator

POSITION INVENTORY:

Positions	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	Grade
			Adopted	Adjusted	Projected			
Director-PR & PW	0.05	0.05	0.05	0.05	0.05	-	-	58h
Director-PW						0.05	0.05	58h
Deputy Director-PW	0.05	0.05	0.05	0.05	0.05	0.05	0.05	58
Solid Waste/Recycling Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00	39
Recycling Project Manager	0.50	0.50	0.50	0.50	0.50	1.00	1.00	35
Administrative Assistant II	0.10	0.10	0.10	0.10	0.10	0.10	0.10	24
Total Solid Waste & Recycling:	1.70	1.70	1.70	1.70	1.70	2.20	2.20	n/a
Funded on a One-time Basis:								
Recycling Project Manager	0.50	0.50	0.50	0.50	0.50	-	-	35
Grand Total Staffing	2.20	2.20	2.20	2.20	2.20	2.20	2.20	n/a

HIGHLIGHTS/CHANGES:

The proposed operating budget totals \$470,101 in 2015 and \$489,980 in 2016. This is a 5.9% or \$29,311 decrease from the 2014 adjusted budget.

Major line item changes include:

- **Salaries and Wages** – Increase of \$23,613 due to increase in pay for Solid Waste and Recycling employees.
- **Supplies** - Decrease of \$6,000 due to a one-time funding in 2014 not in 2015/16.
- **Services and Charges** – Decrease of \$63,497 due to a one-time funding, primarily for grants, in 2014 not in 2015/16.
- **Internal Service** – Increase of \$9,010 due to allocation change for internal service charges, therefore increasing Solid Waste and Recycling contribution.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
33X	Intergovernmental	\$ 139,966	\$ 207,367	\$ 156,736	\$ 184,017	\$ 184,017	\$ 172,200	\$ 172,200	\$ (11,817)	-6.4%
34X	Charges for Services	282,584	299,337	287,517	287,517	287,517	302,517	304,517	\$ 15,000	5.2%
35X	Fines and Penalties	3,700	-	-	-	-	-	-	\$ -	n/a
36X	Miscellaneous	814	1,275	-	-	-	-	-	\$ -	n/a
Total Revenues:		\$ 427,064	\$ 507,979	\$ 444,253	\$ 471,534	\$ 471,534	\$ 474,717	\$ 476,717	\$ 3,183	0.7%
<i>Expenditure Summary:</i>										
1XX	Salaries and Wages	156,048	156,943	151,142	155,297	155,297	178,910	180,679	\$ 23,613	15.2%
2XX	Benefits	56,135	62,811	68,726	69,441	69,441	77,004	80,965	\$ 7,563	10.9%
3XX	Supplies	10,573	42,444	10,575	10,575	10,575	4,575	4,575	\$ (6,000)	-56.7%
4XX	Services and Charges	141,353	157,917	187,055	214,336	214,336	150,839	164,961	\$ (63,497)	-29.6%
9XX	Internal Services	44,932	48,106	49,762	49,762	49,762	58,772	58,800	\$ 9,010	18.1%
Total Expenditures:		\$ 409,042	\$ 468,220	\$ 467,261	\$ 499,412	\$ 499,412	\$ 470,101	\$ 489,980	\$ (29,311)	-5.9%

PUBLIC WORKS SURFACE WATER MANAGEMENT
Responsible Manager: William Appleton, 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 surface water related services within the City of Federal Way. These services are provided through 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).

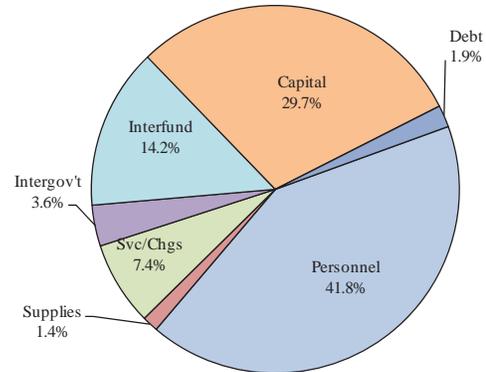
Water Quality: The purpose of the Water Quality program is to protect/improve the quality of the surface water run-off and the natural receiving waters including streams, creeks, rivers, ponds, lakes, wetlands, and Puget Sound. Beginning in 1994, the Water Quality related functions of the SWM Division are provided through 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, contributes to the City meeting its' Federal National Pollutant Discharge Elimination Systems (NPDES) municipal storm-water permits and state storm-water requirements.

Maintenance: The Surface Water Management Division's maintenance program activities associated with the public storm and surface water system include the following program elements: Catch Basin, Manhole and Pipe Cleaning Maintenance; Catch Basin, Manhole and Pipe Repair/Construction; Open Channel and Ditch Maintenance, Retention/Detention Ponds Maintenance and Emergency and Miscellaneous Services Program.

GOALS/OBJECTIVES:

The Surface Water Management Division will continue to implement the 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 caused by urban hydrologic changes and storm-water pollutants. This will be accomplished through inspections of businesses for illicit discharges and poor housekeeping 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.

2015 Proposed Expenditures by Category



PUBLIC WORKS SURFACE WATER MANAGEMENT

Responsible Manager: William Appleton, P.E., Surface Water Manager

PERFORMANCE MEASURES:

Type/Description	2013	2014	2015	2016
Workload Measures:				
<i>Admin & Engineering</i>				
• Annual SWM revenues administered	\$3.4M	\$3.4M	\$3.8M	\$3.9M
<i>Water Quality</i>				
• Water quality articles published	12	10	12	12
• Volunteer hours on surface water related projects	600	600	600	600
<i>Maintenance</i>				
• Number of Water Quality Vaults Maintained	117	117	120	122
• Number of R/D facilities maintained (Ponds and Vaults)	286	286	298	298
Outcome Measures:				
<i>Admin & Engineering</i>				
• Percent of planned CIP projects completed	100.0%	100.0%	100.0%	100.0%
<i>Water Quality</i>				
• 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%
<i>Maintenance</i>				
• Percent of emergency situations responded to within 45 minutes (after-hours response time)	100.0%	100.0%	100.0%	100.0%
Efficiency Measures:				
<i>Maintenance</i>				
• Number of SWM infrastructure units* maintained per maintenance FTE (5)	3700	3710	3750	3800
• Percent of emergency situations responded to within 45 minutes (after-hours response time)	100.0%	100.0%	100.0%	100.0%

* One unit of SWM infrastructure consists of: 25.3 feet of ditch, 65 feet of pipe, 0.65 CB's, 0.008 ponds, 0.006 WQ vaults, 0.1 outfalls and 0.008 detention tanks.

POSITION INVENTORY:

Positions	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	Grade
			Adopted	Adjusted	Projected			
Surface Water Management:								
Director-PR & PW	0.10	0.10	0.10	0.10	0.10	-	-	58h
Director-PW						0.15	0.15	58h
Deputy Director-PW	0.55	0.50	0.50	0.50	0.50	0.50	0.50	58
SWM Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	54
Development Services Manager	-	-	-	-	-	0.50	0.50	
SWM Project Engineer	1.00	1.00	1.00	1.00	1.00	1.00	1.00	49
SW Quality Program Coord	1.00	1.00	1.00	1.00	1.00	1.00	1.00	40
Senior Engineer Plans Reviewer - .50 FTE from Street 1	-	-	-	-	-	0.50	0.50	40
Construction Inspector - 2 x .50 FTE from Street 101 F	-	-	-	-	-	1.00	1.00	33
SWM Engineer	1.00	1.00	1.00	1.00	1.00	1.00	1.00	44
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	38
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
NPDES Support Technician	1.00	1.00	1.00	-	-	-	-	
Engineering Technician/Inspector	-	-	-	1.00	1.00	2.00	2.00	28
Maintenance Worker II	2.00	2.00	2.00	2.00	2.00	2.00	2.00	26m
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	4.00	4.00	22m
Administrative Assistant I	0.65	0.65	0.65	0.65	0.65	0.65	0.65	18
Total Regular Staffing	16.40	16.35	16.35	16.35	16.35	20.40	20.40	n/a
Change from prior year	-	(0.05)	-	-	-	4.05	-	n/a
Grand Total Staffing	16.40	16.35	16.35	16.35	16.35	20.40	20.40	n/a

PUBLIC WORKS SURFACE WATER MANAGEMENT
Responsible Manager: William Appleton, P.E., Surface Water Manager

HIGHLIGHTS/CHANGES:

The proposed operating budget totals \$8,378,331 in 2016 and \$7,708,127 in 2016. This is a 17.6% or \$1,253,704 increase from the 2014 adjusted budget. The below table includes Surface Water Management operating fund and Surface Water Management Construction in Progress Fund.

Major line item changes include:

- **Salaries and Wages** – Increase of \$345,551 due to 0.50 Sr. Engineering Plans Reviewer, two 0.50 FTE Construction Inspector moved from 101 Street Fund to 401 Surface Water Management Fund, addition of 1.0 Engineer Technician/Inspector in 2014, fully funded in 2015/16, addition of 0.50 FTE (.50 FTE funded by Streets) Development Services Manager, addition of temporary help, addition of 1.0 FTE SWM Maintenance Worker I, and addition of 1.0 FTE SWM Inspector/Technician.
- **Services and Charges** – Decrease of \$501,854 primarily due to elimination of a portion of professional Services for NPDES Monitoring, elimination of repairs\maintenance for DOE grant, and an increase in expenditures for capital projects.
- **Intergovernmental** - Decrease in SWM of \$20,362 in SWM due to reduction of noxious weed.
- **Debt Services** – Decrease of \$88,063 in principal and interest due to pay down of Public Loan Trust Fund.
- **Other Financing Uses** – Increase due to increased transfer out for CIP Projects.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
33X	Intergovernmental	\$ 169,270	\$ 147,882	\$ -	\$ 386,501	\$ 386,501	\$ -	\$ -	\$ (386,501)	-100.0%
34X	Charges for Services	3,570,113	3,454,035	3,481,536	3,483,768	3,483,768	3,847,768	3,927,768	364,000	10.4%
35X	Fines and Penalties	600	1,000	-	-	-	-	-	-	n/a
36X	Miscellaneous	2,633	4,478	3,000	3,000	3,000	3,000	3,000	-	0.0%
39X	Other Financing Sources	179,181	165,895	-	-	-	-	-	-	n/a
Total Revenues:		\$ 3,921,797	\$ 3,773,290	\$ 3,484,536	\$ 3,873,269	\$ 3,873,269	\$ 3,850,768	\$ 3,930,768	\$ (22,501)	-0.6%
<i>Expenditure Summary:</i>										
1XX	Salaries and Wages	1,238,003	1,195,594	1,225,255	1,282,983	1,282,983	1,628,534	1,656,919	345,551	26.9%
2XX	Benefits	381,790	418,408	486,925	496,525	496,525	566,531	589,142	70,006	14.1%
3XX	Supplies	140,068	139,563	68,745	68,745	68,745	73,595	73,595	4,850	7.1%
4XX	Services and Charges	324,798	359,478	376,011	1,046,849	952,849	544,995	500,995	(501,854)	-47.9%
5XX	Intergovernmental	147,030	183,246	202,668	209,828	209,828	189,466	189,466	(20,362)	-9.7%
6XX	Capital Outlays	626,912	670,497	246,000	2,728,345	2,728,345	2,967,000	1,998,000	238,655	8.7%
7XX	Debt Service-Princ	182,359	182,359	182,359	182,359	182,359	96,120	96,120	(86,239)	-47.3%
8XX	Debt Service-Interest	10,277	8,453	6,630	6,630	6,630	4,806	3,845	(1,824)	-27.5%
9XX	Internal Services	625,498	577,516	606,277	646,277	646,277	744,283	700,045	98,006	15.2%
0XX	Other Financing Uses	409,181	382,476	246,000	456,086	210,086	1,563,000	1,900,000	1,106,914	242.7%
Total Expenditures:		\$ 4,085,916	\$ 4,117,592	\$ 3,646,870	\$ 7,124,627	\$ 6,784,627	\$ 8,378,331	\$ 7,708,127	\$ 1,253,704	17.6%

CITY OF FEDERAL WAY 2015/2016 PROPOSED BUDGET

001: GENERAL FUND

PURPOSE/DESCRIPTION:

The General Fund is used to account for all receipts and disbursement transactions associated with ordinary City operations that are not required to be accounted for in another fund. This fund is both tax and general revenue supported. The fund is divided into nine primary departments: City Council, Mayor’s Office, Municipal Court, Law, Finance, Human Resources, Community Development, Police Department, and Parks, Recreation and Cultural Services.

The fund’s major sources of revenue are property tax, sales tax, state shared & intergovernmental revenue, licenses and permits, charges for services, interfund service charges. Primary service areas include police protection and jail services, court services, land use and development services, parks and recreation, human services, general governmental (law, finance, human resources, etc.), and public works in the form of interfund transfer to Street Fund.

The General Fund established operating cash flow reserve of \$9 million for 17 percent of operating expenditure to accommodate the City’s uneven cash flow. Government Finance Officers Association of United States and Canada recommends that a municipality maintains a minimum of two months operating expenditure in reserves to manage the fluctuation in tax receipts, grant revenues, and general cash flow management.

The following present a sources and uses summary of the departmental budgets which comprise the General Fund. Also included is expenditure by object summary.

SOURCES AND USES:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
31X	Taxes	\$ 22,497,545	\$ 23,528,551	\$ 22,691,000	\$ 23,755,000	\$ 24,355,000	\$ 24,589,620	\$ 25,450,498	\$ 834,620	3.4%
32X	Licenses and Permits	2,402,123	2,532,692	2,041,000	2,416,000	3,216,000	2,847,000	2,847,000	431,000	13.4%
33X	Intergovernmental	2,223,210	1,810,519	807,000	1,357,675	1,357,675	1,600,427	1,747,162	242,752	17.9%
34X	Charges for Services	3,049,783	3,618,020	2,757,241	3,395,714	3,515,714	3,559,346	3,559,346	163,632	4.7%
35X	Fines	1,112,430	1,167,076	1,115,000	1,115,000	1,115,000	1,163,400	1,163,400	48,400	4.3%
36X	Miscellaneous	522,957	549,252	367,650	367,650	367,650	493,300	493,300	125,650	34.2%
39X	Other Financing Sources	9,088,018	9,041,259	8,578,187	8,644,187	8,644,187	7,275,493	7,449,132	(1,368,694)	-15.8%
	Total Revenues:	\$ 40,896,065	\$ 42,247,368	\$ 38,357,078	\$ 41,051,226	\$ 42,571,226	\$ 41,528,586	\$ 42,709,838	\$ 477,360	1.1%
<i>Expenditure Summary:</i>										
010	City Council	\$ 360,461	\$ 372,242	\$ 388,134	\$ 389,913	\$ 389,913	\$ 367,442	\$ 371,587	\$ (22,471)	-5.8%
020	Mayor's Office	990,383	1,022,254	1,045,985	1,267,603	1,267,603	1,078,793	1,093,102	(188,810)	-14.9%
022	Municipal Court	1,421,727	1,480,301	1,608,957	1,707,213	1,707,213	1,304,387	1,326,963	(402,826)	-23.6%
042	Finance	833,419	854,041	907,201	999,938	999,938	908,534	941,111	(91,404)	-9.1%
044	City Clerk	317,626	418,556	422,099	525,356	525,356	464,325	557,590	(61,031)	-11.6%
045	Human Resources	348,721	395,857	452,383	541,185	541,185	400,512	409,106	(140,673)	-26.0%
051	Law -Civil	684,041	706,452	761,746	879,214	814,214	572,538	585,649	(306,676)	-37.7%
052	Law-Criminal	685,428	702,299	719,954	745,094	745,094	585,849	593,714	(159,245)	-21.4%
07X	Community Development	2,133,022	2,091,550	2,209,764	2,863,861	2,630,702	2,266,348	2,335,518	(597,513)	-22.7%
075	Economic Development	155,165	111,651	130,442	364,864	260,085	208,289	208,478	(156,575)	-60.2%
083	Human Services	758,311	788,678	759,014	778,640	778,640	690,378	700,051	(88,262)	-11.3%
098	Jail Contract Costs	2,471,531	3,939,387	3,749,000	4,159,831	4,159,831	4,276,614	4,276,614	116,783	2.8%
098	911 Dispatch	1,637,541	1,644,106	1,787,000	1,787,000	1,787,000	1,787,000	1,787,000	-	0.0%
09X/11X	Police	20,163,802	20,304,926	20,604,970	21,200,085	21,200,085	16,224,044	16,759,913	(4,976,041)	-23.5%
3XX	Parks, Recr & Cultural Svcs	3,684,940	3,969,897	3,846,122	4,213,996	4,213,996	3,468,027	3,480,680	(745,969)	-17.7%
XXX	Non-Departmental	1,959,000	2,239,675	2,740,585	6,350,896	4,625,665	7,652,304	9,614,264	1,301,408	28.1%
	Total Expenditures:	\$ 38,605,119	\$ 41,041,873	\$ 42,133,356	\$ 48,774,689	\$ 46,646,520	\$ 42,255,385	\$ 45,041,340	\$ (6,519,304)	-14.0%
	Rev Over/(Under) Exp	\$ 2,290,946	\$ 1,205,495	\$ (3,776,278)	\$ (7,723,463)	\$ (4,075,294)	\$ (726,799)	\$ (2,331,502)	\$ 6,996,664	-171.7%
	Beginning Fund Balance, 1/1	\$ 12,643,853	\$ 14,934,799	\$ 6,276,447	\$ 16,140,294	\$ 16,140,294	\$ 12,065,000	\$ 11,338,201	\$ (4,075,294)	-25.2%
	Ending Fund Balance, 12/31	\$ 14,934,799	\$ 16,140,294	\$ 2,500,169	\$ 8,416,831	\$ 12,065,000	\$ 11,338,201	\$ 9,006,700	\$ 2,921,370	24.2%

001: GENERAL FUND (continued)

EXPENDITURE BY OBJECT SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditures:</i>										
1XX	Salaries & Wages	\$ 19,015,760	\$ 18,983,679	\$ 19,191,525	\$ 20,268,972	\$ 20,098,972	\$ 18,731,714	\$ 19,178,542	\$(1,537,259)	-7.6%
2XX	Benefits	5,924,805	6,189,996	6,941,152	7,285,944	6,876,285	6,331,928	6,642,595	(954,016)	-13.9%
3XX	Supplies	621,460	615,611	536,334	591,816	588,657	570,633	562,133	(21,183)	-3.6%
4XX	Charges and Services	2,696,014	3,004,757	2,852,288	3,508,642	3,248,863	2,536,830	2,521,830	(971,811)	-29.9%
5XX	Intergovernmental	3,744,886	5,869,117	5,917,068	6,428,636	6,428,636	6,402,975	6,492,975	(25,661)	-0.4%
6XX	Capital Outlays	200,456	48,756	-	44,231	44,231	-	-	(44,231)	-100.0%
8XX	Debt Service-Interest	524,980	-	-	-	-	-	-	-	n/a
9XX	Internal Services	4,093,095	4,409,036	4,356,713	5,664,847	4,906,275	5,220,781	5,103,666	(444,066)	-9.1%
0XX	Other Financing Use	1,783,664	1,920,921	2,338,276	4,981,601	4,454,601	2,460,521	4,539,598	(2,521,080)	-56.6%
Total Expenditures:		\$ 38,605,119	\$ 41,041,873	\$ 42,133,356	\$ 48,774,689	\$ 46,646,520	\$ 42,255,383	\$ 45,041,340	\$(6,519,306)	-14.0%

CITY OF FEDERAL WAY 2015/2016 PROPOSED BUDGET

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 five 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. The Emergency Management Division prepares the City and Greater Federal Way community for natural or manmade disasters through education, training, planning and building interagency cooperation.

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, street maintenance, and emergency management.

Per the budget policies, a \$500,000 balance shall be maintained for Snow & 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. At the end of 2014 the Street Fund is expected to have expenditure savings; therefore the Street Fund should have sufficient fund balance.

The following page present a sources and uses summary of the division budgets which comprise the Street Fund. Also included is expenditure by object summary.

SOURCES AND USES:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
31X	Taxes	\$ 1,036,052	\$ 1,043,527	\$ 1,039,999	\$ 1,030,000	\$ 1,030,000	\$ 1,045,000	\$ 1,045,000	\$ 15,000	1.5%
32X	Licenses and Permits	99,245	105,325	115,000	115,000	115,000	115,000	115,000	-	0.0%
33X	Intergovernmental Revenues	293,332	26,012	-	74,302	74,302	-	-	(74,302)	-100.0%
34X	Charges for Goods and Services	215,585	195,212	202,000	202,000	202,000	202,000	202,000	-	0.0%
36X	Miscellaneous Revenues	35,175	35,065	36,000	36,000	36,000	36,000	36,000	-	0.0%
39X	Other Financing Sources	2,419,371	2,598,921	3,012,276	3,835,432	3,835,432	2,517,336	2,592,943	(1,318,096)	-34.4%
	Total Revenues:	\$ 4,098,760	\$ 4,004,062	\$ 4,405,275	\$ 5,292,734	\$ 5,292,734	\$ 3,915,336	\$ 3,990,944	\$ (1,377,398)	-26.0%
<i>Expenditure Summary:</i>										
210	Administrative Services	\$ 310,701	\$ 325,201	\$ 356,895	\$ 389,004	\$ 389,004	\$ 434,184	\$ 438,735	\$ 45,179	11.6%
220	Development Services	311,316	270,713	342,050	348,312	348,312	251,987	257,999	(96,325)	-27.7%
230	Traffic Services	1,551,998	1,586,409	1,675,574	2,176,686	1,876,686	1,235,763	1,264,852	(940,923)	-50.1%
240	Street Systems	1,695,289	1,630,255	1,838,222	1,954,206	1,846,431	1,946,633	1,829,509	(7,573)	-0.4%
260	Commute Trip Reduction	29,908	4,131	11,760	86,062	36,062	1,760	1,760	(84,302)	-233.8%
270	Emergency Management (Mayor's)	199,548	187,353	180,773	338,463	246,238	195,010	198,088	(143,454)	-58.3%
	Total Expenditures:	\$ 4,098,760	\$ 4,004,062	\$ 4,405,275	\$ 5,292,734	\$ 4,742,734	\$ 4,065,336	\$ 3,990,944	\$ (1,227,397)	-25.9%
	Rev Over/(Under) Exp	\$ 0	\$ 0	\$ 0	\$ 0	\$ 550,000	\$ (150,000)	\$ 0	\$ (150,000)	-27%
	Beginning Fund Balance, 1/1	\$ 100,000	\$ 650,000	\$ 500,000	\$ 550,000	550.0%				
	Ending Fund Balance, 12/31	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 650,000	\$ 500,000	\$ 500,000	\$ 400,000	61.5%

101: STREET FUND (continued)

EXPENDITURES BY OBJECT SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditures:</i>										
1XX	Salaries & Wages	\$1,192,254	\$1,203,162	\$1,220,288	\$1,367,062	\$1,355,062	\$1,648,673	\$1,679,286	\$281,611	20.8%
2XX	Benefits	550,710	560,560	660,476	680,672	680,672	545,162	569,727	(135,510)	-19.9%
3XX	Supplies	105,078	85,749	100,748	100,748	100,748	98,248	98,248	(2,500)	-2.5%
4XX	Services and Charges	907,888	877,824	1,097,587	1,446,109	1,118,109	962,976	962,976	(483,133)	-43.2%
5XX	Intergovernmental Services	653,852	631,391	630,348	960,479	750,479	660,277	680,706	(300,202)	-40.0%
6XX	Capital Outlays	-	-	-	-	-	150,000	-	150,000	n/a
9XX	Internal Services	688,978	645,377	695,827	737,660	737,660	-	-	(737,660)	-100.0%
Total Expenditures:		\$4,098,760	\$4,004,062	\$4,405,275	\$5,292,731	\$4,742,731	\$4,065,336	\$3,990,943	\$(1,227,394)	-25.9%

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. 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.

The City will maintain an emergency reserve fund of not less than \$100,000 for unexpected natural disasters that affect our infrastructure, pending the receipt of available grants or other resources, to restore our road infrastructure. The reserve will be restored to its original level within three years if used. At the end of 2014 the Arterial Street Fund is expected to have expenditure savings; therefore the Fund should have sufficient fund balance.

The following tables present a sources and uses summary of the Arterial Street Fund.

SOURCES AND USES:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
33X	Intergovernmental	\$ 484,391	\$ 487,886	\$ 486,000	\$ 486,000	\$ 486,000	\$ 500,000	\$ 500,000	\$ 14,000	2.9%
34X	Charges for Goods and Services	41,500	7,250	-	-	-	-	-	-	n/a
36X	Miscellaneous	77	106	2,500	2,500	2,500	2,500	2,500	-	0.0%
39X	Other Financing Sources	1,021,000	1,048,000	1,048,000	1,048,000	1,048,000	1,013,000	1,013,000	(35,000)	-3.3%
	Total Revenues:	\$ 1,546,968	\$ 1,543,242	\$ 1,536,500	\$ 1,536,500	\$ 1,536,500	\$ 1,515,500	\$ 1,515,500	\$ (21,000)	-1.4%
<i>Expenditure Summary:</i>										
1XX	Salaries and Wages	\$ 148,293	\$ 45,912	\$ 159,135	\$ 159,135	\$ 159,135	\$ 62,751	\$ 63,373	(96,384)	-60.6%
2XX	Benefits	2,843	3,315	-	-	-	23,651	24,744	23,651	n/a
4XX	Services and Charges	1,946	51,821	-	-	-	-	-	-	n/a
5XX	Intergovernmental Services	4,314	12,664	-	-	-	-	-	-	n/a
6XX	Capital Outlays	1,711,527	1,283,019	1,310,997	1,470,528	1,370,528	1,429,098	1,427,383	(41,430)	-3.0%
9XX	Internal Services	68,221	66,509	66,368	66,368	66,368	-	-	(66,368)	-100.0%
	Total Expenditures:	\$ 1,937,144	\$ 1,463,241	\$ 1,536,500	\$ 1,696,031	\$ 1,596,031	\$ 1,515,500	\$ 1,515,500	\$ (180,531)	-11.3%
	Rev Over/(Under) Exp	\$ (390,175)	\$ 80,002	\$ -	\$ (159,531)	\$ (59,531)	\$ -	\$ -	\$ 159,531	-268.0%
	Beginning Fund Balance, 1/1	\$ 469,704	\$ 79,529	\$ 159,530	\$ 159,530	\$ 159,530	\$ 100,000	\$ 100,000	\$ (59,531)	-37.3%
	Ending Fund Balance, 12/31	\$ 79,529	\$ 159,530	\$ 159,530	\$ (0)	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	100.0%

EXPENDITURES BY OBJECT SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditures:</i>										
1XX	Salaries and Wages	\$ 148,293	\$ 45,912	\$ 159,135	\$ 159,135	\$ 159,135	\$ 62,751	\$ 63,373	\$ (96,384)	-61%
2XX	Benefits	2,843	3,315	-	-	-	23,651	24,744	23,651	n/a
4XX	Services and Charges	1,946	51,821	-	-	-	-	-	-	n/a
5XX	Intergovernmental	4,314	12,664	-	-	-	-	-	-	n/a
6XX	Capital Outlays	1,711,527	1,283,019	1,310,997	1,470,528	1,370,528	1,429,098	1,427,383	(41,430)	-3%
9XX	Internal Service	68,221	66,509	66,368	66,368	66,368	-	-	(66,368)	-100%
	Total Expenditures:	\$ 1,937,144	\$ 1,463,241	\$ 1,536,500	\$ 1,696,031	\$ 1,596,031	\$ 1,515,500	\$ 1,515,500	\$ (180,531)	-11%

103: UTILITY TAX FUND

PURPOSE/DESCRIPTION:

The Utility Tax Fund was established to account for the total 7.75% utility tax receipts, including 1.75% for proposition 1(2015 established Fund 114) and 6% for capital, debt and other maintenance & operations as determined by Council.

The City will maintain a minimum cash flow reserve with the Utility Tax Fund \$1.5 million.

The following tables present a sources and uses summary of the Utility Tax Fund.

SOURCES AND USES:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
31X	Taxes	\$ 13,083,178	\$ 12,584,292	\$ 12,361,000	\$ 12,552,000	\$ 12,552,000	\$ 9,808,966	\$ 9,808,966	\$ (2,743,034)	-21.9%
36X	Miscellaneous	3,405	6,334	6,000	6,000	6,000	6,000	6,000	-	0.0%
39X	Other Financing Sources	-	-	-	1,735,670	1,735,670	-	-	(1,735,670)	-100.0%
	Total Revenues:	\$ 13,086,582	\$ 12,590,627	\$ 12,367,000	\$ 14,293,670	\$ 14,293,670	\$ 9,814,966	\$ 9,814,966	\$ (4,478,704)	-31.3%
<i>Expenditure Summary:</i>										
0XX	Other Financing Use	\$ 12,554,760	\$ 13,528,772	\$ 12,822,187	\$ 14,392,462	\$ 15,395,062	\$ 10,296,533	\$ 10,351,547	\$ (4,095,929)	-26.6%
9XX	Internal Services	49,000	48,000	48,000	48,000	48,000	-	-	(48,000)	-100.0%
	Total Expenditures:	\$ 12,603,760	\$ 13,576,772	\$ 12,870,187	\$ 14,440,462	\$ 15,443,062	\$ 10,296,533	\$ 10,351,547	\$ (4,143,929)	-26.8%
	Rev Over/(Under) Exp	\$ 482,822	\$ (986,145)	\$ (503,187)	\$ (146,792)	\$ (1,149,392)	\$ (481,567)	\$ (536,581)	\$ (334,775)	29.1%
	Beginning Fund Balance, 1/1	\$ 4,170,864	\$ 4,653,686	\$ 3,211,487	\$ 3,667,540	\$ 3,667,540	\$ 2,518,148	\$ 2,036,581	\$ (1,149,392)	-31.3%
	Ending Fund Balance, 12/31	\$ 4,653,686	\$ 3,667,541	\$ 2,708,300	\$ 3,520,748	\$ 2,518,148	\$ 2,036,581	\$ 1,500,000	\$ (1,484,167)	-58.9%

EXPENDITURES BY OBJECT SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditures:</i>										
0XX	Other Financing Use	\$12,554,760	\$13,528,772	\$12,822,187	\$14,392,462	\$15,395,062	\$10,296,533	\$10,351,547	\$(4,095,929)	-26.6%
9XX	Internal Services	49,000	48,000	48,000	48,000	48,000	-	-	(48,000)	-100.0%
	Total Expenditures:	\$12,603,760	\$13,576,772	\$12,870,187	\$14,440,462	\$15,443,062	\$10,296,533	\$10,351,547	\$(4,143,929)	-26.8%

CITY OF FEDERAL WAY 2015/2016 PROPOSED BUDGET

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 sources and uses summary and expenditure by object summary of the Solid Waste & Recycling Fund.

SOURCES AND USES:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
33X	Intergovernmental	\$ 139,966	\$ 207,367	\$ 156,736	\$ 184,017	\$ 184,017	\$ 172,200	\$ 172,200	\$ (11,817)	-6.4%
34X	Charges for Goods and Services	282,584	299,337	287,517	287,517	287,517	302,517	304,517	15,000	5.2%
35X	Fines and Penalties	3,700	-	-	-	-	-	-	-	n/a
36X	Miscellaneous	814	1,275	-	-	-	-	-	-	n/a
Total Revenues:		\$ 427,064	\$ 507,979	\$ 444,253	\$ 471,534	\$ 471,534	\$ 474,717	\$ 476,717	\$ 3,183	0.7%
<i>Expenditure Summary:</i>										
1XX	Salaries & Wages	\$ 156,048	\$ 156,943	\$ 151,142	\$ 155,297	\$ 155,297	\$ 178,910	\$ 180,679	\$ 23,613	15.2%
2XX	Benefits	56,135	62,811	68,726	69,441	69,441	77,004	80,965	7,563	10.9%
3XX	Supplies	10,573	42,444	10,575	10,575	10,575	4,575	4,575	(6,000)	-56.7%
4XX	Services and Charges	141,353	157,917	187,055	214,336	214,336	150,839	164,961	(63,497)	-29.6%
9XX	Internal Services	44,932	48,106	49,762	49,762	49,762	58,772	58,800	9,010	18.1%
Total Expenditures:		\$ 409,042	\$ 468,220	\$ 467,261	\$ 499,412	\$ 499,412	\$ 470,101	\$ 489,980	\$ (29,311)	-5.9%
Rev Over/(Under) Exp		\$ 18,022	\$ 39,759	\$ (23,008)	\$ (27,878)	\$ (27,878)	\$ 4,616	\$ (13,263)	\$ 32,494	-116.6%
Beginning Fund Balance, 1/1		\$ 153,980	\$ 172,002	\$ 134,054	\$ 211,762	\$ 211,761	\$ 183,883	\$ 188,499	\$ (27,879)	-13.2%
Ending Fund Balance, 12/31		\$ 172,002	\$ 211,761	\$ 111,046	\$ 183,884	\$ 183,883	\$ 188,499	\$ 175,236	\$ 4,615	2.5%

EXPENDITURES BY OBJECT SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Year-end			\$ Chg	% Chg
<i>Expenditures:</i>										
1XX	Salaries & Wages	\$ 156,048	\$ 156,943	\$ 151,142	\$ 155,297	\$ 155,297	\$ 178,910	\$ 180,679	\$ 23,613	15.2%
2XX	Benefits	56,135	62,811	68,726	69,441	69,441	77,004	80,965	7,563	10.9%
3XX	Supplies	10,573	42,444	10,575	10,575	10,575	4,575	4,575	(6,000)	-56.7%
4XX	Services and Charges	141,353	157,917	187,055	214,336	214,336	150,839	164,961	(63,497)	-29.6%
9XX	Internal Services	44,932	48,106	49,762	49,762	49,762	58,772	58,800	9,010	18.1%
Total Expenditures:		\$ 409,042	\$ 468,220	\$ 467,261	\$ 499,412	\$ 499,412	\$ 470,101	\$ 489,980	\$ (29,311)	-5.9%

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.

This fund currently accounts for capital contributions received from Comcast. Per FCC Regulations §76.1505 these funds must be used towards public, educational and governmental access services, facilities and equipment and therefore are not available to fund operations.

The following tables present a sources and uses summary of the Special Contracts/Studies Fund.

SOURCES AND USES:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
36X	Miscellaneous	480	642	-	-	-	-	-	-	n/a
Total Revenues:		\$ 480	\$ 642	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
<i>Expenditure Summary:</i>										
102	Government Access Channel	\$ 54,859	\$ 145,998	\$ 1,600	\$ 357,019	\$ 357,019	\$ -	\$ -	\$ (357,019)	-100.0%
Total Expenditures:		\$ 54,859	\$ 145,998	\$ 1,600	\$ 357,019	\$ 357,019	\$ -	\$ -	\$ (357,019)	-100.0%
Rev Over/(Under) Exp		\$ (54,379)	\$ (145,356)	\$ (1,600)	\$ (357,019)	\$ (357,019)	\$ -	\$ -	\$ 357,019	-100.0%
Beginning Fund Balance, 1/1		\$ 556,753	\$ 502,375	\$ 1,600	\$ 357,019	\$ 357,019	\$ (0)	\$ (0)	\$ (357,019)	-100.0%
Ending Fund Balance, 12/31		\$ 502,375	\$ 357,019	\$ -	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ -	0.0%

EXPENDITURES BY PROJECT SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Year-end			\$ Chg	% Chg
<i>Expenditures:</i>										
3XX	Supplies	-	196	-	-	-	-	-	-	n/a
4XX	Services and Charges	-	-	-	329,419	329,419	-	-	(329,419)	-100.0%
6XX	Capital Outlays	20,859	802	1,600	27,600	27,600	-	-	(27,600)	-100.0%
9XX	Internal Services	34,000	-	-	-	-	-	-	-	n/a
0XX	Other Financing Uses	-	145,000	-	-	-	-	-	-	n/a
Total Expenditures:		\$ 54,859	\$ 145,998	\$ 1,600	\$ 357,019	\$ 357,019	\$ -	\$ -	\$ (357,019)	-100.0%

CITY OF FEDERAL WAY 2015/2016 PROPOSED BUDGET

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 City will maintain a minimum cash flow reserve of amount equal to prior year's complete revenues in the ending fund balance.

The following tables present sources and uses summary and expenditure by object summary of the Hotel/Motel Lodging Tax Fund.

SOURCES AND USES:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
31X	Taxes	\$ 193,344	\$ 208,839	\$ 195,000	\$ 195,000	\$ 195,000	\$ 200,000	\$ 200,000	\$ 5,000	2.6%
36X	Miscellaneous	78	2,176	300	300	300	300	300	-	0.0%
	Total Revenues:	\$ 193,422	\$ 211,014	\$ 195,300	\$ 195,300	\$ 195,300	\$ 200,300	\$ 200,300	\$ 5,000	2.6%
<i>Expenditure Summary:</i>										
109	Tourism	\$ 304,489	\$ 86,396	\$ 195,300	\$ 227,034	\$ 177,034	\$ 200,300	\$ 200,300	\$ (26,734)	-15.1%
	Total Expenditures:	\$ 304,489	\$ 86,396	\$ 195,300	\$ 227,034	\$ 177,034	\$ 200,300	\$ 200,300	\$ (26,734)	-15.1%
	Rev Over/(Under) Exp	\$ (111,067)	\$ 124,618	\$ -	\$ (31,734)	\$ 18,266	\$ -	\$ -	\$ 31,734	173.7%
	Beginning Fund Balance, 1/1	\$ 213,483	\$ 102,416	\$ -	\$ 227,034	\$ 227,034	\$ 245,300	\$ 245,300	\$ 18,266	8.0%
	Ending Fund Balance, 12/31	\$ 102,416	\$ 227,034	\$ -	\$ 195,300	\$ 245,300	\$ 245,300	\$ 245,300	\$ 18,266	7.4%

EXPENDITURES BY OBJECT SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditures:</i>										
3XX	Supplies	\$ -	\$ 438	\$ -	\$ -	\$ -	\$ -	\$ -	-	n/a
4XX	Services and Charges	304,489	85,959	195,300	227,034	177,034	200,300	200,300	(26,734)	-15.1%
	Total Expenditures:	\$ 304,489	\$ 86,396	\$ 195,300	\$ 227,034	\$ 177,034	\$ 200,300	\$ 200,300	\$ (26,734)	-15.1%

111: COMMUNITY CENTER

PURPOSE/DESCRIPTION:

The Community Center Fund was created to account for the operation of the Community Center. This is special revenue fund supported by user fees and designated utility tax transfer. The facility opened first quarter of 2007 and includes existing recreation programs which were previously accounted for in the General Fund. Council directed 1% Utility Tax transfer in for FWCC operations and debt service beginning in 2003.

The City shall maintain a minimum of \$1.5 million in a reserve set aside for equipment replacement, major building upgrades, and roof replacement of Community Center building.

In prior years the City transferred in Utility tax for capital reserve for the Community Center. The City will no longer be transferring in this reserve as the Fund has met its reserve fund balance.

The following tables present a sources and uses summary of the Community Center Fund.

SOURCES AND USES:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
33X	Intergovernmental	\$ -	\$ 79,469	\$ -	\$ -	\$ -	\$ -	\$ -	-	n/a
34X	Charges for Services	1,478,210	1,558,066	1,403,500	1,403,500	1,453,500	1,518,500	1,518,500	115,000	7.9%
36X	Miscellaneous	234,829	212,997	215,000	215,000	215,000	275,000	275,000	60,000	27.9%
39X	Other Financing Sources	731,000	819,449	708,000	579,275	579,275	405,000	405,000	(174,275)	-30.1%
Total Revenues:		\$ 2,444,039	\$ 2,669,981	\$ 2,326,500	\$ 2,197,775	\$ 2,247,775	\$ 2,198,500	\$ 2,198,500	\$ 725	0.0%
<i>Expenditure Summary:</i>										
1XX	Salaries and Wages	\$ 1,033,101	\$ 1,020,617	\$ 1,080,464	\$ 1,086,657	\$ 1,086,657	\$ 1,110,117	\$ 1,117,914	23,460	2.2%
2XX	Benefits	297,934	330,932	281,142	282,223	282,223	294,407	310,698	12,184	4.3%
3XX	Supplies	147,447	169,714	142,500	142,500	142,500	260,200	167,500	117,700	82.6%
4XX	Services and Charges	555,270	468,126	557,500	557,500	557,500	603,500	582,500	46,000	8.3%
5XX	Intergovernmental	26,153	28,612	20,500	20,500	20,500	20,500	20,500	-	0.0%
6XX	Capital Outlays	51,563	146,440	-	3,500	3,500	-	-	(3,500)	-100.0%
9XX	Internal Services	103,016	105,526	115,669	115,669	115,669	-	-	(115,669)	-100.0%
Total Expenditures:		\$ 2,214,485	\$ 2,269,968	\$ 2,197,775	\$ 2,208,549	\$ 2,208,549	\$ 2,288,724	\$ 2,199,112	\$ 80,175	3.6%
Rev Over/(Under) Exp		\$ 229,554	\$ 400,014	\$ 128,725	\$ (10,774)	\$ 39,226	\$ (90,224)	\$ (612)	\$ (79,450)	-202.5%
Beginning Fund Balance, 1/1		\$ 967,945	\$ 1,197,498	\$ 1,181,262	\$ 1,597,512	\$ 1,597,512	\$ 1,636,738	\$ 1,546,515	\$ 39,226	2.5%
Ending Fund Balance, 12/31		\$ 1,197,498	\$ 1,597,512	\$ 1,309,987	\$ 1,586,738	\$ 1,636,738	\$ 1,546,515	\$ 1,545,903	\$ (40,224)	-2.5%

EXPENDITURES BY OBJECT SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditures:</i>										
1XX	Salaries and Wages	\$ 1,033,101	\$ 1,020,617	\$ 1,080,464	\$ 1,086,657	\$ 1,086,657	\$ 1,110,117	\$ 1,117,914	\$ 23,460	2.2%
2XX	Benefits	297,934	330,932	281,142	282,223	282,223	294,407	310,698	12,184	4.3%
3XX	Supplies	147,447	169,714	142,500	142,500	142,500	260,200	167,500	117,700	82.6%
4XX	Services and Charges	555,270	468,126	557,500	557,500	557,500	603,500	582,500	46,000	8.3%
5XX	Intergovernmental	26,153	28,612	20,500	20,500	20,500	20,500	20,500	-	0.0%
6XX	Capital Outlays	51,563	146,440	-	3,500	3,500	-	-	(3,500)	-100.0%
9XX	Internal Services	103,016	105,526	115,669	115,669	115,669	-	-	(115,669)	-100.0%
Total Expenditures:		\$ 2,214,485	\$ 2,269,968	\$ 2,197,775	\$ 2,208,549	\$ 2,208,549	\$ 2,288,724	\$ 2,199,112	\$ 80,175	3.6%

112: TRAFFIC SAFETY FUND

PURPOSE/DESCRIPTION:

The Traffic Safety Fund Ordinance 08-584 was established to account for the penalties and fines collected in criminal traffic violations and those related to the operation of the Red Light Photo Enforcement Program. Funds collected for traffic safety is used for, but not limited to prevention, education, and enforcement efforts related to traffic safety and compliance with traffic control devices within the city, including maintenance and operation costs.

The Traffic Safety fund is funding 1 Lieutenant, 7 Police Officers, and 3 City Traffic positions for the 2015/16 budget.

The City shall maintain a minimum of \$1.5 million in a reserve for cash flow management and a contingent reserve set aside for traffic equipment replacement, and to absolve and unplanned revenue decline.

The following tables present a sources and uses summary of the Traffic Safety Fund.

SOURCES AND USES:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
35X	Fines	\$ 2,256,636	\$ 2,127,021	\$ 830,000	\$ 1,455,000	\$ 1,455,000	\$ 2,123,643	\$ 2,169,882	\$ 668,643	46.0%
36X	Miscellaneous	1,540	3,636	-	-	-	-	-	-	n/a
Total Revenues:		\$ 2,258,176	\$ 2,130,657	\$ 830,000	\$ 1,455,000	\$ 1,455,000	\$ 2,123,643	\$ 2,169,882	\$ 668,643	46.0%
<i>Expenditure Summary:</i>										
521	Police Traffic	\$ 839,386	\$ 1,302,040	\$ 1,030,000	\$ 1,766,725	\$ 1,766,725	\$ 1,597,692	\$ 1,626,618	\$ (169,033)	-9.6%
543	Street Traffic	-	-	-	-	-	464,401	481,714	464,401	n/a
512	Court Security	-	-	-	-	-	61,550	61,550	61,550	n/a
Total Expenditures:		\$ 839,386	\$ 1,302,040	\$ 1,030,000	\$ 1,766,725	\$ 1,766,725	\$ 2,123,643	\$ 2,169,882	\$ 356,918	20.2%
Rev Over/(Under) Exp		\$ 1,418,790	\$ 828,617	\$ (200,000)	\$ (311,725)	\$ (311,725)	\$ -	\$ -	\$ 311,725	-100.0%
Beginning Fund Balance, 1/1		\$ 557,077	\$ 1,975,866	\$ 1,255,284	\$ 2,804,483	\$ 2,804,483	\$ 2,492,758	\$ 2,492,758	\$ (311,725)	-11.1%
Ending Fund Balance, 12/31		\$ 1,975,866	\$ 2,804,483	\$ 1,055,284	\$ 2,492,758	\$ 2,492,758	\$ 2,492,758	\$ 2,492,758	\$ -	0.0%

EXPENDITURES BY OBJECT SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditures:</i>										
1XX	Salaries & Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,017,414	\$ 1,044,415	\$ 1,017,414	n/a
2XX	Benefits	-	-	-	-	-	396,680	415,916	396,680	n/a
4XX	Services and Charges	8,123	-	-	625,000	625,000	709,550	709,550	84,550	13.5%
5XX	Intergovernmental	1,263	-	-	-	-	-	-	-	n/a
0XX	Other Financing Use	830,000	1,302,040	1,030,000	1,141,725	1,141,725	-	-	(1,141,725)	-100.0%
Total Expenditures:		\$ 839,386	\$ 1,302,040	\$ 1,030,000	\$ 1,766,725	\$ 1,766,725	\$ 2,123,644	\$ 2,169,881	\$ 356,919	20.2%

113: REAL ESTATE EXCISE TAX FUND

PURPOSE/DESCRIPTION:

The Real Estate Excise Tax Fund (REET) accounts for the receipt and disbursement of real estate excise tax revenue received. The City adapted REET Fund to incorporate revised 2014 Budget.

The City will maintain a one year revenue reserve in the fund and may be spent down only upon the Council’s approval.

The following tables present a sources and uses summary of the Real Estate Excise Tax Fund.

The transfers out of this fund for 2015/16 include

- \$300,000 in 2015/16 for Parks CIP projects
- \$1,613,000 in 2015/16 for Transportation CIP projects
- \$810,773 in 2015 and \$812,123 in 2016 for Federal Way Community Center Debt Service payments.

SOURCES AND USES:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
31X	Taxes	\$ -	\$ -	\$ -	\$ 1,800,000	\$ 1,800,000	\$ 1,900,000	\$ 1,900,000	\$ 100,000	5.6%
39X	Other Financing Sources	-	-	-	7,606,608	7,606,608	-	-	(7,606,608)	-100.0%
	Total Revenues:	\$ -	\$ -	\$ -	\$ 9,406,608	\$ 9,406,608	\$ 1,900,000	\$ 1,900,000	\$ (7,506,608)	-79.8%
<i>Expenditure Summary:</i>										
113	Real Estate Excise Tax	\$ -	\$ -	\$ -	\$ 6,119,751	\$ 6,119,751	\$ 2,723,773	\$ 2,725,123	\$ (3,395,978)	-55.5%
	Total Expenditures:	\$ -	\$ -	\$ -	\$ 6,119,751	\$ 6,119,751	\$ 2,723,773	\$ 2,725,123	\$ (3,395,978)	-55.5%
	Rev Over/(Under) Exp	\$ -	\$ -	\$ -	\$ 3,286,857	\$ 3,286,857	\$ (823,773)	\$ (825,123)	\$ (4,110,630)	-125.1%
	Beginning Fund Balance, 1/1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,286,857	\$ 2,463,084	\$ 3,286,857	n/a
	Ending Fund Balance, 12/31	\$ -	\$ -	\$ -	\$ 3,286,857	\$ 3,286,857	\$ 2,463,084	\$ 1,637,961	\$ (823,773)	-25.1%

EXPENDITURES BY OBJECT SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditures:</i>										
0XX	Other Financing Use	\$ -	\$ -	\$ -	\$ 6,119,751	\$ 6,119,751	\$ 2,723,773	\$ 2,725,123	(3,395,978)	-55%
	Total Expenditures:	\$ -	\$ -	\$ -	\$ 6,119,751	\$ 6,119,751	\$ 2,723,773	\$ 2,725,123	\$(3,395,978)	-55.5%

114: UTILITY TAX PROPOSITION 1 FUND

PURPOSE/DESCRIPTION:

The Utility Tax Proposition 1(Prop 1) Fund accounts for the receipt and disbursement of Prop1 tax revenue received. City adapted Prop 1 Fund to incorporate revised 2014 Budget which funds the Police, Municipal Court, Criminal Law, and other department operation.

The Proposition 1 fund is funding 1 Code Compliance Officer, 2 Prosecutors, 1 Court Clerk, .50 Judge, 1 Maintenance Worker, 1 Records Specialist, 16 Police Officers, and 2 Lieutenants for the 2015/16 budget.

The City will maintain a minimum cash flow reserve of \$1 million.

The following tables present a sources and uses summary of the Utility Tax Proposition 1 Fund.

SOURCES AND USES:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
31X	Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,868,824	\$ 2,868,824	\$ 2,868,824	n/a
39X	Other Financing Sources	-	-	-	-	1,002,600	-	-	-	n/a
	Total Revenues:	\$ -	\$ -	\$ -	\$ -	\$ 1,002,600	\$ 2,868,824	\$ 2,868,824	\$ 2,868,824	n/a
<i>Expenditure Summary:</i>										
512	Municipal Courts Prop 1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 163,187	\$ 168,579	\$ 163,187	n/a
515	Mayor Prop 1	-	-	-	-	-	51,076	51,076	51,076	n/a
515	Law Criminal Prop 1	-	-	-	-	-	214,879	220,425	214,879	n/a
521	Police Prop 1	-	-	-	-	-	2,214,883	2,253,238	2,214,883	n/a
558	CD Building Prop 1	-	-	-	-	-	101,268	107,497	101,268	n/a
576	Parks Maintenance Prop 1	-	-	-	-	-	96,672	97,469	96,672	n/a
	Total Expenditures:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,841,965	\$ 2,898,284	\$ 2,841,965	n/a
	Rev Over/(Under) Exp	\$ -	\$ -	\$ -	\$ -	\$ 1,002,600	\$ 26,859	\$ (29,460)	\$ 26,859	n/a
	Beginning Fund Balance, 1/1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,002,600	\$ 1,029,459	\$ 1,002,600	n/a
	Ending Fund Balance, 12/31	\$ -	\$ -	\$ -	\$ -	\$ 1,002,600	\$ 1,029,459	\$ 1,000,000	\$ -	n/a

EXPENDITURES BY OBJECT SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditures:</i>										
1XX	Salaries & Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,066,875	\$ 2,092,763	\$ 2,066,875	n/a
2XX	Benefits	-	-	-	-	-	706,814	737,244	706,814	n/a
4XX	Services and Charges	-	-	-	-	-	68,276	68,276	68,276	n/a
	Total Expenditures:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,841,965	\$ 2,898,284	\$ 2,841,965	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 grant revenue received through the Department of Housing and Urban Development (HUD), in an entitlement share determined through agreements between Federal Way and other King County CDBG Consortium members. CDBG projects and programs will be selected annually or as needed through a public process. Applications are reviewed and prioritized by the Human Services Commission and the City Council. Per federal regulations, and King County CDBG Consortium agreements, not more than 10% of the entitlement share plus program income may be allocated to direct service programs of the human service agencies that are designated directly by Federal Way. Also, not more than 10% of the entitlement share plus program income 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.

The following tables present a sources and uses summary of the Community Development Block Grant Fund.

SOURCES AND USES:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditure Summary:</i>										
33X	Intergovernmental	\$ 905,854	\$ 1,491,740	\$ 576,000	\$ 1,178,896	\$ 1,178,896	\$ 1,237,072	\$ 1,237,103	\$ 58,176	4.9%
36X	Miscellaneous	-	410	-	-	-	-	-	-	n/a
39X	Other Financing Sources	4,000	-	-	-	-	-	-	-	n/a
Total Revenues:		\$ 909,854	\$ 1,492,150	\$ 576,000	\$ 1,178,896	\$ 1,178,896	\$ 1,237,072	\$ 1,237,103	\$ 58,176	4.9%
<i>Expenditure Summary:</i>										
119	Grant Expenditures	\$ 917,851	\$ 1,492,148	\$ 576,000	\$ 1,178,896	\$ 1,178,896	\$ 1,237,072	\$ 1,237,103	\$ 58,176	4.9%
Total Expenditures:		\$ 917,851	\$ 1,492,148	\$ 576,000	\$ 1,178,896	\$ 1,178,896	\$ 1,237,072	\$ 1,237,103	\$ 58,176	4.9%
Rev Over/(Under) Exp		\$ (7,997)	\$ 2	\$ (0)	\$ (0)	\$ (0)	\$ 0	\$ (0)	\$ 0	-363.6%
Beginning Fund Balance, 1/1		\$ 48,712	\$ 40,715	\$ -	\$ 40,715	\$ 40,715	\$ 40,715	\$ 40,715	\$ -	0.0%
Ending Fund Balance, 12/31		\$ 40,715	\$ 40,715	\$ -	\$ 40,715	\$ 40,715	\$ 40,715	\$ 40,715	\$ -	0.0%

EXPENDITURES BY OBJECT SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditures:</i>										
1XX	Salaries & Wages	\$ 67,629	\$ 57,599	\$ 78,102	\$ 117,687	\$ 117,687	\$ 180,883	\$ 187,046	\$ 63,196	53.7%
2XX	Benefits	18,476	20,747	30,202	45,509	45,509	31,004	29,674	(14,505)	-31.9%
3XX	Supplies	62	-	-	-	-	-	-	-	n/a
4XX	Services and Charges	808,877	1,388,428	467,696	1,015,700	1,015,700	1,025,185	1,020,384	9,485	0.9%
0XX	Other Financing Use	22,807	25,374	-	-	-	-	-	-	n/a
Total Expenditures:		\$ 917,851	\$ 1,492,148	\$ 576,000	\$ 1,178,896	\$ 1,178,896	\$ 1,237,072	\$ 1,237,103	\$ 58,176	4.9%

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	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
31X	Taxes	\$ 160,611	\$ 141,417	\$ -	\$ -	\$ -	\$ 155,000	\$ 160,000	\$ 155,000	n/a
33X	Intergovernmental	9,195	9,261	9,000	9,000	9,000	9,000	9,000	-	0.0%
36X	Miscellaneous	54	93	-	-	-	-	-	-	n/a
Total Revenues:		\$ 169,861	\$ 150,772	\$ 9,000	\$ 9,000	\$ 9,000	\$ 164,000	\$ 169,000	\$ 155,000	1722.2%
<i>Expenditure Summary:</i>										
120	Transfer to Parks CIP	\$ 155,000	\$ 155,000	\$ 157,000	\$ 157,000	\$ 157,000	\$ -	\$ -	\$ (157,000)	-100.0%
Total Expenditures:		\$ 155,000	\$ 155,000	\$ 157,000	\$ 157,000	\$ 157,000	\$ -	\$ -	\$ (157,000)	-100.0%
Rev Over/(Under) Exp		\$ 14,861	\$ (4,228)	\$ (148,000)	\$ (148,000)	\$ (148,000)	\$ 164,000	\$ 169,000	\$ 312,000	-210.8%
Beginning Fund Balance, 1/1		\$ 151,807	\$ 166,668	\$ 168,808	\$ 162,439	\$ 162,439	\$ 14,439	\$ 178,439	\$ (148,000)	-91.1%
Ending Fund Balance, 12/31		\$ 166,668	\$ 162,439	\$ 20,808	\$ 14,439	\$ 14,439	\$ 178,439	\$ 347,439	\$ 164,000	1135.8%

EXPENDITURE BY OBJECT SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditures:</i>										
0XX	Other Financing Use	\$ 155,000	\$ 155,000	\$ 157,000	\$ 157,000	\$ 157,000	\$ -	\$ -	\$ (157,000)	-100.0%
Total Expenditures:		\$ 155,000	\$ 155,000	\$ 157,000	\$ 157,000	\$ 157,000	\$ -	\$ -	\$ (157,000)	-100.0%

188: STRATEGIC RESERVE FUND

PURPOSE/DESCRIPTION:

The Strategic Reserve Fund accounts for the City’s strategic opportunity fund to provide the liquidity to respond to economic opportunity that is not budgeted for that may provide a long term economic benefit to the City. The City adapted Strategic Reserve Fund to incorporate revised 2014 Budget. In the event that any of the reserve fund is used, such appropriation shall be repaid to the fund annually over the next three years.

This fund maintains contingency for unanticipated cost a reserve equal to \$1 million and strategic opportunities reserve of \$2 million. The fund provide a financial cushion to cover revenue shortfalls resulting from unexpected economic changes or recessionary periods or to provide funds in the event of major unplanned expenditures the City could face as result of natural disasters. In the event that any of reserve funds is used in an economic downturn to stabilize the City’s finances, such appropriation shall be repaid to the fund annually over next three years.

The following page presents sources and uses summary of the Strategic Reserve Fund.

SOURCES AND USES:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
39X	Other Financing Sources	\$ -	\$ -	\$ -	\$ 3,000,000	\$ 3,000,000	\$ -	\$ -	\$ (3,000,000)	-100.0%
	Total Revenues:	\$ -	\$ -	\$ -	\$ 3,000,000	\$ 3,000,000	\$ -	\$ -	\$ (3,000,000)	-100.0%
<i>Expenditure Summary:</i>										
188	Strategic Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
	Total Expenditures:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
	Rev Over/(Under) Exp	\$ -	\$ -	\$ -	\$ 3,000,000	\$ 3,000,000	\$ -	\$ -	\$ (3,000,000)	-100.0%
	Beginning Fund Balance, 1/1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	n/a
	Ending Fund Balance, 12/31	\$ -	\$ -	\$ -	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ -	0.0%

CITY OF FEDERAL WAY 2015/2016 PROPOSED BUDGET

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 City's portion of the Valley Communications debt service, 2013 G.O. bond issue for the community center, and the SCORE facility. Revenue accounted for in this fund in prior years included real estate excise tax, but in 2014 a separate Real Estate Excise Tax fund was created and all Real Estate Excise Tax is received in this fund. The Debt Service includes transfers in of Utility Tax and Real Estate Excise Tax to pay for debt service, since the creation of the Real Estate Excise Tax fund.

The City shall maintain adequate reserve in accordance with the bond ordinance or a minimum of one year debt service amount.

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 presents sources and uses summary and expenditure by object summary of the Debt Service Fund.

SOURCES AND USES:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
31X	Taxes	\$ 1,507,315	\$ 2,034,033	\$ 1,400,000	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
36X	Miscellaneous	3,287	4,550	3,500	3,500	3,500	-	-	(3,500)	-100.0%
39X	Other Financing Sources	913,892	15,355,884	1,832,000	-	-	1,838,813	1,721,538	1,838,813	n/a
	Total Revenues:	\$ 2,424,494	\$ 17,394,467	\$ 3,235,500	\$ 3,500	\$ 3,500	\$ 1,838,813	\$ 1,721,538	\$ 1,835,313	52437.5%
<i>Expenditure Summary:</i>										
000	Valley Comm - 911	\$ 140,760	\$ 174,148	\$ 197,480	\$ 197,480	\$ 197,480	\$ 228,800	\$ -	\$ 31,320	15.9%
104	Community Center 2003	913,893	12,859,801	915,000	-	-	-	-	-	n/a
105	SCORE Facility - Jail	-	917,720	916,654	941,823	941,823	-	909,415	(941,823)	-100.0%
106	Community Center 2013	-	436,891	-	809,673	809,673	810,773	812,123	1,100	0.1%
0XX	Other Financing Use	1,025,000	1,572,000	1,217,000	3,217,000	3,217,000	-	-	(3,217,000)	-100.0%
XXX	Other Debt Expenditures	28,680	367,916	46,416	46,416	46,416	-	-	(46,416)	-100.0%
	Total Expenditures:	\$ 2,108,332	\$ 16,328,477	\$ 3,292,550	\$ 5,212,392	\$ 5,212,392	\$ 1,039,573	\$ 1,721,538	\$ (4,172,819)	-80.1%
	Rev Over/(Under) Exp	\$ 316,162	\$ 1,065,990	\$ (57,050)	\$ (5,208,892)	\$ (5,208,892)	\$ 799,240	\$ -	\$ 6,008,132	-115.3%
	Beginning Fund Balance, 1/1	\$ 3,866,183	\$ 4,182,345	\$ 3,672,286	\$ 5,248,335	\$ 5,248,335	\$ 39,443	\$ 838,683	\$ (5,208,892)	-99.2%
	Ending Fund Balance, 12/31	\$ 4,182,345	\$ 5,248,335	\$ 3,615,236	\$ 39,443	\$ 39,443	\$ 838,683	\$ 838,683	\$ 799,240	2026.3%

EXPENDITURES BY OBJECT SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Adopted	2016 Adopted	15 Adopted - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditures:</i>										
7XX	Debt Service-Princ	\$ 480,760	\$12,649,148	\$ 550,200	\$ 625,200	\$ 625,200	\$ 675,000	\$ 470,000	\$ 49,800	8.0%
8XX	Debt Service-Interest	575,943	2,070,308	1,488,934	1,333,776	1,333,776	364,573	1,251,538	(969,203)	-72.7%
9XX	Internal Service	26,629	37,020	36,416	36,416	36,416	-	-		
0XX	Other Financing Use	1,025,000	1,572,000	1,217,000	3,217,000	3,217,000	-	-	(3,217,000)	-100.0%
	Total Expenditures:	\$ 2,108,332	\$16,328,476	\$ 3,292,550	\$ 5,212,392	\$ 5,212,392	\$ 1,039,573	\$ 1,721,538	\$ (4,172,819)	-80.1%

301: CAPITAL PROJECT FUND – DOWNTOWN REDEVELOPMENT

PURPOSE/DESCRIPTION:

This Capital Project Fund was established to accumulate resources and set aside for downtown projects.

The following presents sources and uses summary and expenditure by object summary of the Capital Project Fund – Downtown Redevelopment.

SOURCES AND USES:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
31X	Taxes	\$ 8,066	\$ 8,280	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
33X	Intergovernmental	-	523,798	-	975,000	975,000	-	-	\$ (975,000)	-100.0%
36X	Miscellaneous	2,003	2,778	-	-	-	-	-	\$ -	n/a
39X	Other Financing Sources	-	300,000	300,000	300,000	300,000	-	-	\$ (300,000)	-100.0%
Total Revenues:		\$ 10,068	\$ 834,856	\$ 300,000	\$ 1,275,000	\$ 1,275,000	\$ -	\$ -	\$ (1,275,000)	-100.0%
<i>Expenditure Summary:</i>										
100	Downtown Redevelopment	52,539	36,915	-	4,212,063	4,212,063	-	-	(4,212,063)	-100.0%
Total Expenditures:		\$ 52,539	\$ 36,915	\$ -	\$ 4,212,063	\$ 4,212,063	\$ -	\$ -	\$ (4,212,063)	-100.0%
Rev Over/(Under) Exp		\$ (42,471)	\$ 797,941	\$ 300,000	\$ (2,937,063)	\$ (2,937,063)	\$ -	\$ -	\$ 2,937,063	-100.0%
Beginning Fund Balance, 1/1		\$ 2,207,052	\$ 2,164,581	\$ 2,445,051	\$ 2,962,522	\$ 2,962,522	\$ 25,459	\$ 25,459	\$ (2,937,063)	-99.1%
Ending Fund Balance, 12/31		\$ 2,164,581	\$ 2,962,522	\$ 2,745,051	\$ 25,459	\$ 25,459	\$ 25,459	\$ 25,459	\$ -	0.0%

EXPENDITURES BY OBJECT SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditures:</i>										
3XX	Supplies	\$ 2,291	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
4XX	Services and Charges	50,248	36,915	-	2,300	2,300	-	-	(2,300)	-100.0%
0XX	Other Financing Use	-	-	-	4,209,763	4,209,763	-	-	(4,209,763)	-100.0%
Total Expenditures:		\$ 52,539	\$ 36,915	\$ -	\$ 4,212,063	\$ 4,212,063	\$ -	\$ -	\$ (4,212,063)	-100.0%

302: CAPITAL PROJECT FUND – CITY FACILITIES

PURPOSE/DESCRIPTION:

This Capital Project Fund accounts for the acquisition or construction of capital improvements related to city facilities.

The following presents sources and uses summary and expenditure by object summary of the Capital Project Fund – City Facilities.

SOURCES AND USES:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
33X	Intergovernmental	\$ -	\$ 218,023	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
36X	Miscellaneous	1,645	1,179	-	-	-	-	-	-	n/a
39X	Other Financing Sources	-	355,000	-	-	-	-	-	-	
Total Revenues:		\$ 1,645	\$ 574,202	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
<i>Expenditure Summary:</i>										
108	Major Facility Rehabilitation	453	350	-	56,149	56,149	-	-	(56,149)	-100.0%
110	Performing Arts Center	148,948	1,029,264	-	144,877	144,877	-	-	(144,877)	-100.0%
103	Transfer to Utility Tax Fund	-	-	-	481,161	481,161	-	-	(481,161)	-100.0%
Total Expenditures:		\$ 149,401	\$ 1,029,615	\$ -	\$ 682,187	\$ 682,187	\$ -	\$ -	\$ (682,187)	-100.0%
Rev Over/(Under) Exp		\$ (147,755)	\$ (455,412)	\$ -	\$ (682,187)	\$ (682,187)	\$ -	\$ -	\$ 682,187	-100.0%
Beginning Fund Balance, 1/1		\$ 1,285,609	\$ 1,137,854	\$ 291	\$ 682,442	\$ 682,442	\$ 255	\$ 255	\$ (682,187)	-100.0%
Ending Fund Balance, 12/31		\$ 1,137,854	\$ 682,442	\$ 291	\$ 255	\$ 255	\$ 255	\$ 255	\$ (0)	-0.1%

EXPENDITURES BY OBJECT SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditures:</i>										
4XX	Services and Charges	\$ 17,071	\$ 1,117	\$ -	\$ 56,149	\$ 56,149	\$ -	\$ -	\$ (56,149)	-100.0%
6XX	Capital Outlays	132,329	1,028,498	-	144,877	144,877	-	-	(144,877)	-100.0%
0XX	Other Financing Use	-	-	-	481,161	481,161	-	-	(481,161)	-100.0%
Total Expenditures:		\$ 149,401	\$ 1,029,615	\$ -	\$ 682,187	\$ 682,187	\$ -	\$ -	\$ (682,187)	-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 \$1,000,000 and \$300,000 in 2015 and 2016, respectively, and are allocated to the following projects:

2015 Proposed Projects	Sources (in thousands)								
	REET	Misc / Trsfers	Prior Years' Sources	Total Sources	Consult Svcs	Construct	Project Mgmt	Equip Acquis	Total Expenses
Major Maintenance & Improvements to Existing Park Facilities	\$ 150	\$ -	\$ -	\$ 150	\$ -	\$ 150	\$ -	\$ -	\$ 150
Annual Playground Repair & Replacement Program	150	-	-	150	-	150	-	-	150
Lakota Soccer Field Upgrade	-	-	700	700	-	700	-	-	700
Total 2015	\$ 300	\$ -	\$ 700	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ -	\$ 1,000

2016 Proposed Projects	Sources (in thousands)								
	REET	Misc / Trsfers	Prior Years' Sources	Total Sources	Consult Svcs	Construct	Project Mgmt	Equip Acquis	Total Expenses
Major Maintenance & Improvements to Existing Park Facilities	\$ 150	\$ -	\$ -	\$ 150	\$ -	\$ 150	\$ -	\$ -	\$ 150
Annual Playground Repair & Replacement Program	150	-	-	150	-	150	-	-	150
Total 2016	\$ 300	\$ -	\$ -	\$ 300	\$ -	\$ 300	\$ -	\$ -	\$ 300

The following presents sources and uses summary and expenditure by object summary of the Capital Project Fund – Parks.

SOURCES AND USES:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
34X	Charges for Services	\$ 114,878	\$ 18,139	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
36X	Miscellaneous	5,591	15,168	-	-	-	-	-	-	n/a
39X	Other Financing Sources	430,000	455,000	457,000	3,155,751	3,155,751	300,000	300,000	(2,855,751)	-0.90494
	Total Revenues:	\$ 550,468	\$ 488,306	\$ 457,000	\$ 3,155,751	\$ 3,155,751	\$ 300,000	\$ 300,000	\$ (2,855,751)	-90.5%
<i>Expenditure Summary:</i>										
303	Capital	\$ 699,092	\$ 315,070	\$ 1,373,000	\$ 5,296,166	\$ 4,596,166	\$ 1,000,000	\$ 300,000	\$(4,296,166)	-81.1%
	Total Expenditures:	\$ 699,092	\$ 315,070	\$ 1,373,000	\$ 5,296,166	\$ 4,596,166	\$ 1,000,000	\$ 300,000	\$(4,296,166)	-81.1%
	Rev Over/(Under) Exp	\$ (148,623)	\$ 173,236	\$ (916,000)	\$ (2,140,415)	\$ (1,440,415)	\$ (700,000)	\$ -	\$ 1,440,415	-67.3%
	Beginning Fund Balance, 1/1	\$ 2,408,883	\$ 2,260,260	\$ 1,346,119	\$ 2,433,496	\$ 2,433,496	\$ 993,081	\$ 293,081	\$ (1,440,415)	-59.2%
	Ending Fund Balance, 12/31	\$ 2,260,260	\$ 2,433,496	\$ 430,119	\$ 293,081	\$ 993,081	\$ 293,081	\$ 293,081	\$ 0	0.0%

EXPENDITURES BY OBJECT SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Operating Expenditures:</i>										
3XX	Supplies	\$ 5,128	\$ 16,814	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
4XX	Charges and Services	657,987	173,310	-	-	-	-	-	-	n/a
6XX	Capital Outlays	35,977	124,946	1,373,000	5,296,166	4,596,166	1,000,000	300,000	\$(4,296,166)	-81.1%
	Total Expenditures:	\$ 699,092	\$ 315,070	\$ 1,373,000	\$ 5,296,166	\$ 4,596,166	\$ 1,000,000	\$ 300,000	\$(4,296,166)	-81.1%

304: CAPITAL PROJECT FUND – SURFACE WATER MANAGEMENT

PURPOSE/DESCRIPTION:

This Capital Project Fund accounts for major capital facilities associated with managing the existing storm water 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 and storm drainage fees. The City's drainage system includes a network of streams, lakes, pipelines and storm water detention facilities.

The City will maintain emergency/contingent reserve for unexpected catastrophic events or system failures of not less than \$500,000 based on the comprehensive Surface Water Management Plan.

The proposed budgets are \$3,123,000 and \$2,110,000 in 2015 and 2016, respectively, and are allocated to the following projects:

2015 Proposed Projects	Sources (in thousands)				Expenses (in thousands)			
	User Fees	Grants	Prior Years' Sources	Total Sources	Property Acquis	Consult Services	Construct	Total Expenses
Small CIP-Annual Program	\$ 150	\$ -	\$ -	\$ 150	\$ -	\$ -	\$ 150	\$ 150
Marine Hills Conveyance System Repairs - North of South 293rd Street	100	-	-	100	-	100	-	100
South 373rd Street Stream Crossing Re-Route and Restoration	20			20		20		20
West Hylebos Conservation Property Acquisition	280			280	280			280
Phase V Highway 99 Project - South 344th Street at Highway 99	500			500	500			500
Low Impact Development (LID) Retrofit Project	507	1,530		2,037			2,037	2,037
Bridges Property Culvert Removal and Replacement	6	30		36		36		36
Total 2015	\$ 1,563	\$ 1,560	\$ -	\$ 3,123	\$ 780	\$ 156	\$ 2,187	\$ 3,123

2016 Proposed Projects	Sources (in thousands)				Expenses (in thousands)			
	User Fees	Grants	Prior Years' Sources	Total Sources	Property Acquis	Consult Services	Construct	Total Expenses
Small CIP-Annual Program	\$ 150	\$ -	\$ -	\$ 150	\$ -	\$ -	\$ 150	\$ 150
Marine Hills Conveyance System Repairs - North of South 373rd Street Stream Crossing Re-Route and West Hylebos Conservation Property Acquisition	885	-	-	885	-	885	-	885
Phase V Highway 99 Project - South 344th Street at Highway 99	81			81		81		81
Low Impact Development (LID) Retrofit Project				-				-
Bridges Property Culvert Removal and Replacement	715			715		31	684	715
	69	210		279			279	279
Total 2016	\$ 1,900	\$ 210	\$ -	\$ 2,110	\$ -	\$ 997	\$ 1,113	\$ 2,110

304: CAPITAL PROJECT FUND – SURFACE WATER MANAGEMENT (continued)

The following presents sources and uses summary and expenditure by object summary of the Capital Project Fund – Surface Water Management.

SOURCES AND USES:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
33X	Intergovernmental	\$ 406,911	\$ 626,555	\$ -	\$ 901,015	\$ 901,015	\$ 1,560,000	\$ 210,000	\$ 658,985	73.1%
34X	Charges for Services	46,656	-	-	-	-	-	-	-	n/a
36X	Miscellaneous	25,809	26,420	-	-	-	-	-	-	n/a
39X	Other Financing Sources	230,000	238,000	246,000	246,000	246,000	1,563,000	1,900,000	-	-
Total Revenues:		\$ 709,377	\$ 890,975	\$ 246,000	\$ 1,147,015	\$ 1,147,015	\$ 3,123,000	\$ 2,110,000	\$ 1,975,985	172.3%
<i>Expenditure Summary:</i>										
	Capital	\$ 912,080	\$ 900,855	\$ 246,000	\$ 2,728,345	\$ 2,728,345	\$ 3,123,400	\$ 2,110,400	\$ 395,055	14.5%
	Transfers Out	179,181	144,476	-	210,086	210,086	-	-	\$ (210,086)	-100.0%
Total Expenditures:		\$ 1,091,261	\$ 1,045,331	\$ 246,000	\$ 2,938,431	\$ 2,938,431	\$ 3,123,400	\$ 2,110,400	\$ 184,969	6.3%
Rev Over/(Under) Exp		\$ (381,884)	\$ (154,356)	\$ -	\$ (1,791,416)	\$ (1,791,416)	\$ (400)	\$ (400)	\$ 1,791,016	-100.0%
Beginning Fund Balance, 1/1		\$ 2,938,982	\$ 2,557,098	\$ 556,809	\$ 2,402,742	\$ 2,402,742	\$ 611,326	\$ 610,926	\$ (1,791,416)	-74.6%
Ending Fund Balance, 12/31		\$ 2,557,098	\$ 2,402,742	\$ 556,809	\$ 611,326	\$ 611,326	\$ 610,926	\$ 610,526	\$ (400)	-0.1%

EXPENDITURES BY OBJECT SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditures:</i>										
1XX	Salaries & Wages	\$ 176,211	\$ 152,667	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
2XX	Benefits	18,495	37,045	-	-	-	-	-	-	n/a
3XX	Supplies	49,654	18,194	-	-	-	-	-	-	n/a
4XX	Charges and Services	44,066	43,411	-	-	-	156,400	112,400	156,400	n/a
5XX	Intergovernmental	275	1,872	-	-	-	-	-	-	n/a
6XX	Capital Outlays	623,379	647,664	246,000	2,728,345	2,728,345	2,967,000	1,998,000	238,655	8.7%
0XX	Other Financing Use	179,181	144,476	-	210,086	210,086	-	-	(210,086)	-100.0%
Total Expenditures:		\$ 1,091,261	\$ 1,045,331	\$ 246,000	\$ 2,938,431	\$ 2,938,431	\$ 3,123,400	\$ 2,110,400	\$ 184,969	6.3%

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 \$8,470,000 and \$14,585,000 in 2015 and 2016, respectively, and are allocated to the following projects:

2015 Proposed Projects	Sources (in thousands)								Expenses (in thousands)					
	REET	Fuel Tax	General Fund	Grants	Mitig Fees	Misc / Trsfrs	Prior Year's Sources	Total Sources	Property Aquis	Consult Svcs	Constr	Const Mgmt	Conting / Other	Total Expenses
Annual Transportation System Safety Improv	-	320	-	-	-	-	-	320	-	-	320	-	-	320
10th Ave SW Imp: SW Camp Dr - SW 344th St	-	-	-	900	300	-	62	1,262	62	-	1,000	100	100	1,262
1st Ave S @ S 328th Street	-	-	-	-	500	313	-	813	-	-	675	70	68	813
S 352nd St: SR-99 to SR-161 *1	-	-	-	200	-	-	-	200	200	20	-	-	-	220
S 304th Street @ 28th Ave S	-	-	-	-	500	313	-	813	-	-	675	70	68	813
S 356th St SR 99-SR161	-	-	-	-	-	-	300	300	300	-	-	-	-	300
SR99 HOV Lns Phase V	1,613	-	-	7,000	-	-	-	8,613	2,600	-	-	-	-	2,600
S 314th St: 20th Av S - 23rd Av S - Install new sidewalks *2	-	-	-	-	-	175	-	175	-	-	175	-	-	175
S 288th Street: 19th Avenue S - I-5	-	-	-	397	-	75	-	472	322	150	-	-	-	472
S 288th Street: Military Road to City Limit Preservation Project	-	-	-	490	-	147	-	637	-	110	500	27	-	637
S 324th Street - Pacific Highway S to S 322nd Street Preservation Project	-	-	-	590	-	268	-	858	-	110	720	28	-	858
Total 2015	\$ 1,613	\$ 320	\$ -	\$ 9,577	\$ 1,300	\$ 1,291	\$ 362	\$ 14,463	\$ 3,484	\$ 390	\$ 4,065	\$ 295	\$ 236	\$ 8,470

2016 Proposed Projects	Sources (in thousands)								Expenses (in thousands)					
	REET	Fuel Tax	General Fund	Grants	Mitig Fees	Misc / Trsfrs	Prior Year's Sources	Total Sources	Property Aquis	Consult Svcs	Constr	Const Mgmt	Conting / Other	Total Expenses
Annual Transportation System Safety Improv	-	320	-	-	-	-	-	320	-	-	320	-	-	320
10th Ave SW Imp: SW Camp Dr - SW 344th St	-	-	-	-	-	-	-	-	-	-	-	-	-	-
S 352nd St: SR-99 to SR-161	-	-	2,000	3,800	-	-	-	5,800	-	-	4,700	600	500	5,800
Pacific Highway HOV Lanes Phases IV - SR-509 to S 312th Street	-	-	-	-	-	-	-	-	-	-	-	-	-	-
SR99 HOV Lns Phase V	1,613	-	-	5,000	-	-	-	6,613	-	-	6,300	905	1,260	8,465
Total 2016	\$ 1,613	\$ 320	\$ 2,000	\$ 8,800	\$ -	\$ -	\$ -	\$ 12,733	\$ -	\$ -	\$ 11,320	\$ 1,505	\$ 1,760	\$ 14,585

306: CAPITAL PROJECT FUND – TRANSPORTATION SYSTEMS (Continued)

The following presents sources and uses summary and expenditure by object summary of the Capital Project Fund – Transportation Systems.

SOURCES AND USES:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
33X	Intergovernmental	\$ 2,539,012	\$ 3,784,909	\$ 3,896,000	\$ 8,064,508	\$ 8,064,508	\$ 9,897,000	\$ 9,120,000	\$ 1,832,492	22.7%
34X	Charges for Services	504,422	269,702	-	-	-	1,300,000	-	1,300,000	n/a
36X	Miscellaneous	12,493	14,774	-	-	-	-	-	-	n/a
39X	Other Financing Sources	1,621,000	1,825,000	1,598,000	1,598,000	1,598,000	1,613,000	3,613,000	15,000	0.9%
	Total Revenues:	\$ 4,676,928	\$ 5,894,384	\$ 5,494,000	\$ 9,662,508	\$ 9,662,508	\$ 12,810,000	\$ 12,733,000	\$ 3,147,492	32.6%
<i>Expenditure Summary:</i>										
6XX	Capital	\$ 3,330,133	\$ 7,774,005	\$ 7,087,000	\$ 16,706,410	\$ 16,706,410	\$ 8,470,000	\$ 14,585,000	\$ (8,236,410)	-49.3%
0XX	Transfers Out	-	82,000	82,000	5,726,278	5,726,278	-	-	\$ (5,726,278)	-100.0%
	Total Expenditures:	\$ 3,330,133	\$ 7,856,005	\$ 7,169,000	\$ 22,432,688	\$ 22,432,688	\$ 8,470,000	\$ 14,585,000	\$ (13,962,688)	-62.2%
	Rev Over/(Under) Exp	\$ 1,346,794	\$ (1,961,621)	\$ (1,675,000)	\$ (12,770,180)	\$ (12,770,180)	\$ 4,340,000	\$ (1,852,000)	\$ 17,110,180	-134.0%
	Beginning Fund Balance, 1/1	\$ 13,809,682	\$ 15,156,476	\$ 8,365,527	\$ 13,194,855	\$ 13,194,855	\$ 424,675	\$ 4,764,675	\$ (12,770,180)	-96.8%
	Ending Fund Balance, 12/31	\$ 15,156,476	\$ 13,194,855	\$ 6,690,527	\$ 424,675	\$ 424,675	\$ 4,764,675	\$ 2,912,675	\$ 4,340,000	1022.0%

EXPENDITURES BY OBJECT SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditures:</i>										
1XX	Salaries and Wages	\$ 298,696	\$ 298,986	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
2XX	Benefits	25,273	16,662	-	-	-	-	-	-	n/a
3XX	Supplies	198	494	-	-	-	-	-	-	n/a
4XX	Services and Charges	1,344,361	1,319,188	-	-	-	365,000	905,000	365,000	n/a
5XX	Intergovernmental	55,961	70,812	-	-	-	-	-	-	n/a
6XX	Capital Outlays	1,605,644	6,067,864	7,087,000	16,706,410	16,706,410	8,105,000	13,680,000	(8,601,410)	-51.5%
0XX	Other Financing Use	-	82,000	82,000	5,726,278	5,726,278	-	-	(5,726,278)	-100.0%
	Total Expenditures:	\$ 3,330,133	\$ 7,856,005	\$ 7,169,000	\$ 22,432,688	\$ 22,432,688	\$ 8,470,000	\$ 14,585,000	\$ (13,962,688)	-62.2%

307: CAPITAL PROJECTS RESERVE FUND

PURPOSE/DESCRIPTION:

The Capital Projects Reserve Fund established to adopt a formal Fund Balance Reserve Policy. The City will maintain a reserve for the future general capital needs of the general buildings or other capital projects. Finance Director Finance Director may transfer excess revenue over expenditures in the General Fund to this fund for future use of the City.

The following tables present a sources and uses summary of the Capital Projects Reserve Fund.

SOURCES AND USES:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
39X	Other Financing Sources	\$ -	\$ -	\$ -	\$ 480,000	\$ 480,000	\$ -	\$ -	\$ (480,000)	-100.0%
Total Revenues:		\$ -	\$ -	\$ -	\$ 480,000	\$ 480,000	\$ -	\$ -	\$ (480,000)	-100.0%
<i>Expenditure Summary:</i>										
307	Capital Project Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	n/a
Total Expenditures:		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
Rev Over/(Under) Exp		\$ -	\$ -	\$ -	\$ 480,000	\$ 480,000	\$ -	\$ -	\$ (480,000)	-100.0%
Beginning Fund Balance, 1/1		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 480,000	\$ 480,000	\$ 480,000	n/a
Ending Fund Balance, 12/31		\$ -	\$ -	\$ -	\$ 480,000	\$ 480,000	\$ 480,000	\$ 480,000	\$ -	0.0%

308: PACC CAPITAL PROJECTS FUND

PURPOSE/DESCRIPTION:

The Performing Arts and Conference Center Fund accounts for the receipt and disbursement related to capital project revenue received. City adapted PACC Capital Projects Fund to incorporate revised 2014 Budget.

The following tables present a sources and uses summary of the PACC Capital Projects Fund.

SOURCES AND USES:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
39X	Other Financing Sources	\$ -	\$ -	\$ -	\$ 9,944,763	\$ 9,944,763	\$ -	\$ -	\$ (9,944,763)	-100.0%
	Total Revenues:	\$ -	\$ -	\$ -	\$ 9,944,763	\$ 9,944,763	\$ -	\$ -	\$ (9,944,763)	-100.0%
<i>Expenditure Summary:</i>										
308	Performing Arts & Conference Ctr	\$ -	\$ -	\$ -	\$ 9,944,763	\$ 1,604,763	\$ 8,340,000	\$ -	(1,604,763)	-16.1%
	Total Expenditures:	\$ -	\$ -	\$ -	\$ 9,944,763	\$ 1,604,763	\$ 8,340,000	\$ -	\$ (1,604,763)	-16.1%
	Rev Over/(Under) Exp	\$ -	\$ -	\$ -	\$ -	\$ 8,340,000	\$ (8,340,000)	\$ -	\$ (8,340,000)	n/a
	Beginning Fund Balance, 1/1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,340,000	\$ -	\$ 8,340,000	n/a
	Ending Fund Balance, 12/31	\$ -	\$ -	\$ -	\$ -	\$ 8,340,000	\$ -	\$ -	\$ -	n/a

EXPENDITURES BY OBJECT SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditures:</i>										
6XX	Capital Outlays	\$ -	\$ -	\$ -	\$ 9,944,763	\$ 1,604,763	\$ 8,340,000	\$ -	(1,604,763)	-16%
	Total Expenditures:	\$ -	\$ -	\$ -	\$ 9,944,763	\$ 1,604,763	\$ 8,340,000	\$ -	\$ (1,604,763)	-16.1%

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 City shall maintain an operating reserve within the Surface Water Utility Fund in an amount not less than 17 percent of operating expenses from the prior year. Any excess may transferred to the Capital Project Fund – SWM for future capital projects.

The following tables present a sources and uses summary of the divisions’ budgets comprising the SWM Fund. Also included is expenditure by object summary.

SOURCES AND USES:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
33X	Intergovernmental	\$ 169,270	\$ 147,882	\$ -	\$ 386,501	\$ 386,501	\$ -	\$ -	\$ (386,501)	-100.0%
34X	Charges for Services	3,570,113	3,454,035	3,481,536	3,483,768	3,483,768	3,847,768	3,927,768	364,000	10.4%
35X	Fines and Penalties	600	1,000	-	-	-	-	-	-	n/a
36X	Miscellaneous	2,633	4,478	3,000	3,000	3,000	3,000	3,000	-	0.0%
39X	Other Financing Sources	179,181	165,895	-	-	-	-	-	-	n/a
	Total Revenues:	\$ 3,921,797	\$ 3,773,290	\$ 3,484,536	\$ 3,873,269	\$ 3,873,269	\$ 3,850,768	\$ 3,930,768	\$ (22,501)	-0.6%
<i>Expenditure Summary:</i>										
620	Engineering	\$ 1,419,542	\$ 1,416,220	\$ 1,690,100	\$ 1,790,915	\$ 1,790,915	\$ 2,128,087	\$ 2,111,258	\$ 337,171	18.8%
630	Water Quality	205,387	226,995	283,345	563,691	563,691	288,707	294,052	(274,984)	-48.8%
640	Maintenance	928,683	981,719	966,900	1,339,336	1,339,336	1,146,443	1,164,684	(192,892)	-14.4%
650	Steel Lake Management	8,251	6,068	13,000	36,540	36,540	15,232	15,232	(21,308)	-58.3%
660	North Lake Management	10,156	12,447	12,536	20,725	20,725	12,536	12,536	(8,189)	-39.5%
680	Debt Service	192,636	190,812	188,989	188,989	188,989	100,926	99,965	(88,063)	-46.6%
597	Trsfr Out - CIP Fund	230,000	238,000	246,000	246,000	246,000	1,563,000	1,900,000	1,317,000	535.4%
	Total Expenditures:	\$ 2,994,655	\$ 3,072,261	\$ 3,400,870	\$ 4,186,196	\$ 4,186,196	\$ 5,254,931	\$ 5,597,727	\$ 1,068,735	25.5%
	Rev Over/(Under) Exp	\$ 927,142	\$ 701,029	\$ 83,666	\$ (312,927)	\$ (312,927)	\$ (1,404,163)	\$ (1,666,959)	\$ (1,091,236)	348.7%
	Beginning Fund Balance, 1/1	\$ 2,312,897	\$ 3,240,039	\$ 2,674,465	\$ 3,941,068	\$ 3,941,068	\$ 3,628,141	\$ 2,223,978	\$ (312,927)	-7.9%
	Ending Fund Balance, 12/31	\$ 3,240,039	\$ 3,941,068	\$ 2,758,131	\$ 3,628,141	\$ 3,628,141	\$ 2,223,978	\$ 557,019	\$ (1,404,163)	-38.7%

401: SURFACE WATER MANAGEMENT FUND (continued)

EXPENDITURES BY OBJECT SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditures:</i>										
1XX	Salaries & Wages	\$ 1,061,792	\$ 1,042,926	\$ 1,225,255	\$ 1,282,983	\$ 1,282,983	\$ 1,628,534	\$ 1,656,919	\$ 345,551	26.9%
2XX	Benefits	363,295	381,363	486,925	496,525	496,525	566,531	589,142	70,006	14.1%
3XX	Supplies	90,414	121,369	68,745	68,745	68,745	73,595	73,595	4,850	7.1%
4XX	Services and Charges	280,733	316,067	376,011	1,046,849	1,046,849	388,595	388,595	(658,254)	-62.9%
5XX	Intergovernmental Services	146,755	181,374	202,668	209,828	209,828	189,466	189,466	(20,362)	-9.7%
6XX	Capital Outlays	3,533	22,833	-	-	-	-	-	-	n/a
7XX	Debt Service-Princ	182,359	182,359	182,359	182,359	182,359	96,120	96,120	(86,239)	-47.3%
8XX	Debt Service-Interest	10,277	8,453	6,630	6,630	6,630	4,806	3,845	(1,824)	-27.5%
9XX	Internal Services	625,498	577,516	606,277	646,277	646,277	744,283	700,045	98,006	15.2%
0XX	Other Financing Uses	230,000	238,000	246,000	246,000	246,000	1,563,000	1,900,000	1,317,000	535.4%
Total Expenditures:		\$ 2,994,655	\$ 3,072,261	\$ 3,400,870	\$ 4,186,196	\$ 4,186,196	\$ 5,254,931	\$ 5,597,727	\$ 1,068,735	25.5%

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 fund is accounted for in two distinct parts; the facilities, hotel, conference rooms and the kitchen as one part and the Knutzen Family Theatre as the second part.

The *Dumas Bay Centre* was purchased by the City during the summer of 1993 and upgrades and construction was completed in 1998. Facilities include approximately 12 acres of landscaped waterfront property, 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* provides 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 a 234 seat performing arts facility, 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.

As of July 1, 2009, the Knutzen Family Theatre is managed and operated by Centerstage Theatre Arts. Centerstage has a management and operations contract with the City of Federal Way until June 30th, 2012. With this change in management, the City no longer budgets operational expenditures for Knutzen Family Theatre, the only line items budgeted in 2015 and 2016 is for the management contract and repairs and maintenance. The City still has use of the facility for Parks General Recreation programming.

The City shall maintain a minimum of \$500,000 in a reserve set aside for equipment replacement, major building upgrades, and roof replacement of the Center.

The following tables present sources and uses summary and expenditure by object summary of the Dumas Bay Centre Fund.

SOURCES AND USES:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
34X	Charges for Services	\$ 577,438	\$ 612,595	\$ 627,154	\$ 627,154	\$ 627,154	\$ 627,154	\$ 627,154	\$ -	0.0%
36X	Miscellaneous	10,067	10,284	8,097	8,097	8,097	8,097	8,097	-	0.0%
39X	Other Financing Sources	140,500	116,000	116,000	116,000	116,000	116,000	116,000	-	0.0%
	Total Revenues:	\$ 728,006	\$ 738,879	\$ 751,251	\$ 751,251	\$ 751,251	\$ 751,251	\$ 751,251	\$ -	0.0%
<i>Expenditure Summary:</i>										
101/102	Dumas Bay Centre	\$ 611,179	\$ 586,959	\$ 609,985	\$ 723,219	\$ 649,755	\$ 928,671	\$ 636,427	\$ 205,452	28.4%
352	Knutzen Family Theatre	79,460	77,638	85,080	85,080	85,080	83,400	83,400	(1,680)	-2.0%
	Total Expenditures:	\$ 690,639	\$ 664,597	\$ 695,065	\$ 808,299	\$ 734,835	\$ 1,012,071	\$ 719,827	\$ 203,772	25.2%
	Rev Over/(Under) Exp	\$ 37,366	\$ 74,282	\$ 56,186	\$ (57,048)	\$ 16,416	\$ (260,820)	\$ 31,424	\$ (203,772)	357.2%
	Beginning Fund Balance, 1/1	\$ 101,331	\$ 138,698	\$ 61,202	\$ 212,979	\$ 212,979	\$ 302,859	\$ 42,040	\$ 89,880	42.2%
	Ending Fund Balance, 12/31	\$ 138,698	\$ 212,979	\$ 117,388	\$ 155,931	\$ 229,395	\$ 42,040	\$ 73,464	\$ (113,892)	-73.0%

EXPENDITURE BY OBJECT SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditures:</i>										
1XX	Salaries and Wages	\$ 228,466	\$ 228,804	\$ 244,134	\$ 247,608	\$ 247,608	\$ 271,224	\$ 275,263	\$ 23,616	9.5%
2XX	Benefits	72,849	82,561	77,339	77,946	77,946	71,651	75,344	(6,295)	-8.1%
3XX	Supplies	123,295	109,474	122,036	122,036	122,036	227,136	122,036	105,100	86.1%
4XX	Services and Charges	220,286	200,907	204,259	313,412	239,948	399,159	204,259	85,747	27.4%
5XX	Intergovernmental	1,928	380	4,200	4,200	4,200	4,200	4,200	-	0.0%
6XX	Capital Outlays	8,318	3,826	1,000	1,000	1,000	-	-	(1,000)	-100.0%
9XX	Internal Services	35,497	38,644	42,097	42,097	42,097	38,701	38,725	(3,396)	-8.1%
	Total Expenditures:	\$ 690,639	\$ 664,597	\$ 695,065	\$ 808,299	\$ 734,835	\$ 1,012,071	\$ 719,827	\$ 203,772	25.2%

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 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.

The City will maintain a reserve in an amount of not less than one year’s expenditure from prior year or \$1.2 million.

The following tables present sources and uses summary and expenditure by object summary of the Risk Management Fund.

SOURCES AND USES:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
34X	Charges for Services	\$ 225,920	\$ 1,325,642	\$ 1,008,768	\$ 1,557,612	\$ 1,557,612	\$ 924,443	\$ 924,443	\$ (633,169)	-40.6%
36X	Miscellaneous	1,010,158	15,859	20,000	20,000	20,000	-	-	(20,000)	-100.0%
37X	Proprietary Fund Revenues	-	84,042	-	-	-	-	-	-	n/a
Total Revenues:		\$ 1,236,078	\$ 1,425,542	\$ 1,028,768	\$ 1,577,612	\$ 1,577,612	\$ 924,443	\$ 924,443	\$ (653,169)	-41.4%
<i>Expenditure Summary:</i>										
2XX	Claims - Unemployment	\$ 103,373	\$ 68,142	\$ 224,825	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
4XX	Insurance Premium - Police	184,767	-	155,000	155,000	155,000	155,000	155,000	-	0.0%
4XX	Insurance Premium - Other	302,569	582,877	482,512	555,539	555,539	323,012	323,012	(232,527)	-41.9%
4XX	Claims - Parks	9,166	-	-	-	-	-	-	-	n/a
4XX	Claims - Public Works	113,276	62,283	29,581	29,581	29,581	29,581	29,581	-	0.0%
4XX	Claims - Police	217,190	330,005	15,000	15,000	15,000	15,000	15,000	-	0.0%
4XX	Claims - Other	9,917	91,854	-	644,128	644,128	350,000	350,000	(294,128)	-45.7%
5XX	Wire Theft	51,319	67,212	100,000	156,514	156,514	-	-	(156,514)	-100.0%
XXX	Miscellaneous	61,619	96,553	1,850	1,850	1,850	51,850	51,850	50,000	2702.7%
0XX	Other Financing Use	56,790	40,000	30,000	3,715,026	3,715,026	-	-	-	-
Total Expenditures:		\$ 1,109,986	\$ 1,338,925	\$ 1,038,768	\$ 5,272,638	\$ 5,272,638	\$ 924,443	\$ 924,443	\$ (4,348,195)	-82.5%
Rev Over/(Under) Exp		\$ 126,092	\$ 86,616	\$ (10,000)	\$ (3,695,026)	\$ (3,695,026)	\$ -	\$ -	\$ 3,695,026	-100.0%
Beginning Fund Balance, 1/1		\$ 5,431,782	\$ 5,557,874	\$ 4,901,782	\$ 5,644,490	\$ 5,644,490	\$ 1,949,464	\$ 1,949,464	\$ (3,695,026)	-65.5%
Ending Fund Balance, 12/31		\$ 5,557,874	\$ 5,644,490	\$ 4,891,782	\$ 1,949,464	\$ 1,949,464	\$ 1,949,464	\$ 1,949,464	\$ -	0.0%

EXPENDITURE BY OBJECT SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditures:</i>										
2XX	Benefit/Claims	\$ 940,257	\$ 1,135,160	\$ 906,918	\$ 1,399,248	\$ 1,399,248	\$ 872,593	\$ 872,593	\$ (526,655)	-37.6%
3XX	Supplies	1,119	360	-	-	-	-	-	-	n/a
4XX	Services and Charges	60,500	96,193	1,850	1,850	1,850	51,850	51,850	50,000	2702.7%
5XX	Intergovernmental	51,319	67,212	100,000	156,514	156,514	-	-	(156,514)	-100.0%
0XX	Other Financing Use	56,790	40,000	30,000	3,715,026	3,715,026	-	-	(3,715,026)	-100.0%
Total Expenditures:		\$ 1,109,986	\$ 1,338,925	\$ 1,038,768	\$ 5,272,638	\$ 5,272,638	\$ 924,443	\$ 924,443	\$ (4,348,195)	-82.5%

CITY OF FEDERAL WAY 2015/2016 PROPOSED BUDGET

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.

The City will maintain adequate reserves for replacement for capital and shall be funded through department charges and other revenues sufficient to replace both hardware and software at the end of their useful life.

The following tables present sources and uses summary and expenditure by object summary of the Information Technology Fund.

SOURCES AND USES:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
34X	Charges for Services	\$ 1,733,870	\$ 1,706,307	\$ 1,895,978	\$ 2,238,108	\$ 2,238,108	\$ 1,954,706	\$ 1,961,780	\$ (283,402)	-12.7%
36X	Miscellaneous	26,399	13,836	19,000	19,000	19,000	19,000	19,000	-	0.0%
39X	Other Financing Sources	-	168,645	-	45,725	45,725	-	-	(45,725)	-100.0%
Total Revenues:		\$ 1,760,268	\$ 1,888,788	\$ 1,914,978	\$ 2,302,833	\$ 2,302,833	\$ 1,973,706	\$ 1,980,780	\$ (329,127)	-14.3%
<i>Expenditure Summary:</i>										
512-XX	Court	\$ 25,971	\$ 27,567	\$ 41,639	\$ 42,553	\$ 42,553	\$ 36,399	\$ 36,936	\$ (6,154)	-14.5%
518-88	Data Processing	427,068	355,031	484,362	947,810	947,810	609,537	1,126,315	(338,273)	-35.7%
518-95	Government Access Channel	77,874	84,083	106,664	108,496	108,496	96,219	98,861	(12,277)	-11.3%
521-XX	Police and Safety	720,816	829,756	757,561	865,861	865,861	758,857	785,059	(107,004)	-12.4%
518-91	Telecommunications	-	127,347	171,402	173,233	173,233	140,859	142,780	(32,373)	-18.7%
518-93	WiFi	115,022	8,579	8,700	8,700	8,700	8,700	8,700	-	0.0%
518-94	Geographic Information Systems	194,118	193,078	213,873	229,787	229,787	301,886	291,596	72,099	31.4%
597	Other Financing Use	-	87,651	-	-	-	-	-	-	n/a
Total Expenditures:		\$ 1,560,869	\$ 1,713,093	\$ 1,784,201	\$ 2,376,440	\$ 2,376,440	\$ 1,952,457	\$ 2,490,246	\$ (423,983)	-17.8%
Rev Over/(Under) Exp		\$ 199,399	\$ 175,695	\$ 130,777	\$ (73,607)	\$ (73,607)	\$ 21,249	\$ (509,466)	\$ 94,856	-128.9%
Beginning Fund Balance, 1/1		\$ 3,417,861	\$ 3,617,260	\$ 3,245,753	\$ 3,792,955	\$ 3,792,955	\$ 3,719,348	\$ 3,740,597	\$ (73,607)	-1.9%
Ending Fund Balance, 12/31		\$ 3,617,260	\$ 3,792,955	\$ 3,376,530	\$ 3,719,348	\$ 3,719,348	\$ 3,740,597	\$ 3,231,131	\$ 21,249	0.6%

EXPENDITURE BY OBJECT SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditures:</i>										
1XX	Salaries and Wages	\$ 479,478	\$ 501,038	\$ 554,684	\$ 648,009	\$ 648,009	\$ 581,925	\$ 596,124	\$ (66,084)	-10.2%
2XX	Benefits	155,046	169,951	217,813	222,526	222,526	186,083	195,850	(36,443)	-16.4%
3XX	Supplies	24,548	31,233	46,916	46,916	46,916	44,906	44,906	(2,010)	-4.3%
4XX	Services and Charges	483,916	451,222	602,863	747,415	747,415	677,051	661,451	(70,364)	-9.4%
5XX	Intergovernmental	123,918	115,716	124,725	124,725	124,725	124,725	124,725	-	0.0%
6XX	Capital Outlays	293,964	356,283	237,200	586,849	586,849	337,767	867,190	(249,082)	-42.4%
0XX	Other Financing Use	-	87,651	-	-	-	-	-	-	n/a
Total Expenditures:		\$ 1,560,869	\$ 1,713,093	\$ 1,784,201	\$ 2,376,440	\$ 2,376,440	\$ 1,952,457	\$ 2,490,246	\$ (423,983)	-17.8%

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.

The City will maintain an adequate reserve fund to replace copy and mailing equipment.

The following tables present sources and uses summary and expenditure by object summary of the Mail and Duplication Services Fund.

SOURCES AND USES:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
34X	Charges for Services	\$ 142,038	\$ 122,289	\$ 149,037	\$ 149,037	\$ 149,037	\$ 128,482	\$ 128,482	\$ (20,555)	-13.8%
36X	Miscellaneous	267	312	-	-	-	-	-	-	n/a
Total Revenues:		\$ 142,305	\$ 122,601	\$ 149,037	\$ 149,037	\$ 149,037	\$ 128,482	\$ 128,482	\$ (20,555)	-13.8%
<i>Expenditure Summary:</i>										
503	Mail and Duplications	\$ 135,516	\$ 193,941	\$ 147,506	\$ 147,506	\$ 147,506	\$ 145,001	\$ 111,369	\$ (2,505)	-1.7%
Total Expenditures:		\$ 135,516	\$ 193,941	\$ 147,506	\$ 147,506	\$ 147,506	\$ 145,001	\$ 111,369	\$ (2,505)	-1.7%
Rev Over/(Under) Exp		\$ 6,790	\$ (71,340)	\$ 1,531	\$ 1,531	\$ 1,531	\$ (16,519)	\$ 17,113	\$ (18,050)	-1179.0%
Beginning Fund Balance, 1/1		\$ 279,073	\$ 285,863	\$ 180,215	\$ 214,523	\$ 214,523	\$ 216,054	\$ 199,535	\$ 1,531	0.7%
Ending Fund Balance, 12/31		\$ 285,863	\$ 214,523	\$ 181,746	\$ 216,054	\$ 216,054	\$ 199,535	\$ 216,648	\$ (16,519)	-7.6%

EXPENDITURE BY OBJECT SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditures:</i>										
3XX	Supplies	\$ 18,885	\$ 19,436	\$ 17,650	\$ 17,650	\$ 17,650	\$ 21,650	\$ 21,650	\$ 4,000	22.7%
4XX	Services and Charges	76,040	65,781	97,906	97,906	97,906	73,351	73,351	(24,555)	-25.1%
6XX	Capital Outlays	40,591	32,137	31,950	31,950	31,950	50,000	16,368	18,050	56.5%
0XX	Other Financing Uses	-	76,587	-	-	-	-	-	-	n/a
Total Expenditures:		\$ 135,516	\$ 193,941	\$ 147,506	\$ 147,506	\$ 147,506	\$ 145,001	\$ 111,369	\$ (2,505)	-1.7%

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 owned vehicles and other motorized equipment. This Fund shall own and depreciate all 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.

The City will maintain Fleet and Equipment Fund adequately to fund replacement of vehicles and other equipment at their scheduled replacement time.

The following tables present sources and uses summary and expenditure by object summary of the Fleet and Equipment Fund.

SOURCES AND USES:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
33X	Intergovernmental	\$ 37,161	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
34X	Charges for Goods and Services	2,129,456	1,962,103	2,244,702	2,415,484	2,415,484	2,182,598	2,012,798	(232,886)	-9.6%
35X	Miscellaneous	5,704	7,083	5,000	5,000	5,000	5,000	5,000	-	0.0%
39X	Other Financing Sources	109,549	42,872	-	-	-	-	-	-	n/a
Total Revenues:		\$ 2,281,870	\$ 2,012,058	\$ 2,249,702	\$ 2,420,484	\$ 2,420,484	\$ 2,187,598	\$ 2,017,798	\$ (232,886)	-9.6%
<i>Expenditure Summary:</i>										
548	City Hall	\$ 617,994	\$ 739,621	\$ 435,281	\$ 632,306	\$ 632,306	\$ 1,570,746	\$ 482,766	\$ 938,440	148.4%
521	Police	1,184,852	1,008,934	1,102,013	1,342,013	1,342,013	1,510,529	1,341,309	\$ -	0.0%
Total Expenditures:		\$ 1,802,845	\$ 1,748,556	\$ 1,537,294	\$ 1,974,319	\$ 1,974,319	\$ 3,081,275	\$ 1,824,075	\$ 1,106,956	56.1%
Rev Over/(Under) Exp		\$ 479,024	\$ 263,502	\$ 712,408	\$ 446,165	\$ 446,165	\$ (893,677)	\$ 193,723	\$ (1,339,842)	-300.3%
Beginning Fund Balance, 1/1		\$ 5,267,807	\$ 5,746,831	\$ 5,901,697	\$ 6,010,333	\$ 6,010,333	\$ 6,456,498	\$ 5,562,821	\$ 446,165	7.4%
Ending Fund Balance, 12/31		\$ 5,746,831	\$ 6,010,333	\$ 6,614,105	\$ 6,456,498	\$ 6,456,498	\$ 5,562,821	\$ 5,756,545	\$ (893,677)	-13.8%

EXPENDITURE BY OBJECT SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditures:</i>										
1XX	Salaries & Wages	\$ 29,096	\$ 18,765	\$ 29,064	\$ 29,730	\$ 29,730	\$ 26,865	\$ 28,349	\$ (2,865)	-9.6%
2XX	Benefits	8,227	3,461	9,777	9,893	9,893	7,716	8,008	(2,177)	-22.0%
3XX	Supplies	535,450	476,268	580,737	580,737	580,737	500,737	500,737	(80,000)	-13.8%
4XX	Services and Charges	316,067	317,516	445,773	450,773	450,773	342,302	342,302	(108,471)	-24.1%
5XX	Intergovernmental Services	180	343,182	350	350	350	350	350	-	0.0%
6XX	Capital Outlays	856,233	531,770	414,000	845,243	845,243	2,203,305	944,329	1,358,062	160.7%
9XX	Internal Service Charges	57,593	57,593	57,593	57,593	57,593	-	-	(57,593)	-100.0%
Total Expenditures:		\$ 1,802,845	\$ 1,748,556	\$ 1,537,294	\$ 1,974,319	\$ 1,974,319	\$ 3,081,275	\$ 1,824,075	\$ 1,106,956	56.1%

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, and Steel Lake Maintenance Facility. Maintenance/operation costs and replacement reserves are charged to this fund which is funded primarily through user fees allocated to the operating funds based upon the number of staff assigned to the facility.

The City will maintain a reserve of not less than \$2 million for replacement of equipment and major upgrades to the city buildings other than Community Center and Dumas Bay Center.

The following tables present sources and uses summary and expenditure by object summary of the Building and Furnishings Fund.

SOURCES AND USES:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2014 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
33X	Intergovernmental	\$ 32,737	\$ 1,848	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
34X	Charges for Goods and Services	494,095	647,490	519,035	630,165	630,165	524,414	525,840	(105,751)	-16.8%
36X	Miscellaneous	22,681	2,055	-	-	-	-	-	-	n/a
Total Revenues:		\$ 549,513	\$ 651,393	\$ 519,035	\$ 630,165	\$ 630,165	\$ 524,414	\$ 525,840	\$ (105,751)	-16.8%
<i>Expenditure Summary:</i>										
521-99	Police	\$ 3,827	\$ 3,227	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
518-30	City Hall	401,528	475,527	364,456	473,086	473,086	358,120	359,474	(114,967)	-24.3%
576-10	Annex	8,029	-	-	-	-	-	-	-	n/a
576-80	Shop	21,487	39,040	39,937	39,937	39,937	40,234	40,344	297	0.7%
Total Expenditures:		\$ 434,871	\$ 517,794	\$ 404,393	\$ 513,023	\$ 513,023	\$ 398,354	\$ 399,817	\$ (114,670)	-22.4%
Rev Over/(Under) Exp		\$ 114,642	\$ 133,599	\$ 114,642	\$ 117,142	\$ 117,142	\$ 126,060	\$ 126,023	\$ 8,919	7.6%
Beginning Fund Balance, 1/1		\$ 1,462,490	\$ 1,577,132	\$ 1,682,766	\$ 1,710,730	\$ 1,710,730	\$ 1,827,872	\$ 1,953,932	\$ 117,142	6.8%
Ending Fund Balance, 12/31		\$ 1,577,132	\$ 1,710,731	\$ 1,797,408	\$ 1,827,872	\$ 1,827,872	\$ 1,953,932	\$ 2,079,954	\$ 126,060	6.9%

EXPENDITURE BY OBJECT SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditures:</i>										
1XX	Salaries & Wages	\$ 74,880	\$ 37,024	\$ 23,130	\$ 105,200	\$ 105,200	\$ 26,263	\$ 27,491	\$ (78,937)	-75.0%
2XX	Benefits	14,543	10,212	6,227	6,227	6,227	7,055	7,290	828	13.3%
3XX	Supplies	26,676	37,775	28,809	28,809	28,809	28,809	28,809	-	0.0%
4XX	Services and Charges	317,611	410,315	346,227	363,056	363,056	336,227	336,227	(26,829)	-7.4%
5XX	Intergovernmental	-	200	-	-	-	-	-	-	n/a
6XX	Capital Outlays	1,160	22,269	-	9,731	9,731	-	-	(9,731)	-100.0%
Total Expenditures:		\$ 434,871	\$ 517,794	\$ 404,393	\$ 513,023	\$ 513,023	\$ 398,354	\$ 399,817	\$ (114,670)	-22.4%

506: HEALTH INSURANCE FUND

PURPOSE/DESCRIPTION:

The Health Insurance Fund was established to account for all costs associated with the self-insured medical and prescription plan for the City employees and COBRA participants.

The City will maintain a reserve in an amount of not less than 16 weeks of budgeted expenses as recommended by our consultant.

The following tables present sources and uses summary and expenditure by object summary of the Health Insurance Fund.

SOURCES AND USES:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
34X	Charges for Services	-	-	-	4,205,220	4,205,220	4,205,220	4,205,220	-	0.0%
39X	Other Financing Sources	-	-	-	315,000	315,000	-	-	(315,000)	-100.0%
Total Operating Revenues:		\$ -	\$ -	\$ -	\$ 4,520,220	\$ 4,520,220	\$ 4,205,220	\$ 4,205,220	\$ (315,000)	-7.0%
<i>Expenditure Summary:</i>										
550	Self Health Insurance	-	-	-	2,560,041	2,560,041	2,614,999	2,614,999	54,958	2.1%
Total Operating Expenditures:		\$ -	\$ -	\$ -	\$ 2,560,041	\$ 2,560,041	\$ 2,614,999	\$ 2,614,999	\$ 54,958	2.1%
Oper Rev Over/(Under) Exp		\$ -	\$ -	\$ -	\$ 1,960,179	\$ 1,960,179	\$ 1,590,221	\$ 1,590,221	\$ (369,958)	-18.9%
Beginning Fund Balance, 1/1		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,960,179	\$ 3,550,400	\$ 1,960,179	n/a
Ending Fund Balance, 12/31		\$ -	\$ -	\$ -	\$ 1,960,179	\$ 1,960,179	\$ 3,550,400	\$ 5,140,621	\$ 1,590,221	81.1%

EXPENDITURE BY OBJECT SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditures:</i>										
4XX	Charges and Services	\$ -	\$ -	\$ -	\$ 2,559,820	\$ 2,559,820	\$ 2,614,778	\$ 2,614,778	54,958	2%
5XX	Intergovernmental	-	-	-	221	221	221	221	-	0%
Total Expenditures:		\$ -	\$ -	\$ -	\$ 2,560,041	\$ 2,560,041	\$ 2,614,999	\$ 2,614,999	\$ 54,958	2.1%

507: UNEMPLOYMENT INSURANCE FUND

PURPOSE/DESCRIPTION:

The Unemployment Insurance Fund was established to account for all costs associated with the self-insured unemployment plan for the City employees.

The City will maintain a reserve in an amount not less than \$250,000 or annual unemployment expenses.

The following tables present sources and uses summary and expenditure by object summary of the Unemployment Insurance Fund.

SOURCES AND USES:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Revenue Summary:</i>										
34X	Charges for Services	\$ -	\$ -	\$ -	\$ 224,825	\$ 224,825	\$ 224,825	\$ 224,825	\$ -	0.0%
39X	Other Financing Sources	-	-	-	1,685,026	1,685,026	-	-	(1,685,026)	-100.0%
Total Revenues:		\$ -	\$ -	\$ -	\$ 1,909,851	\$ 1,909,851	\$ 224,825	\$ 224,825	\$ (1,685,026)	-88.2%
<i>Expenditure Summary:</i>										
507	Unemployment Insurance	\$ -	\$ -	\$ -	\$ 224,825	\$ 224,825	\$ 224,825	\$ 224,825	\$ -	0.0%
Total Expenditures:		\$ -	\$ -	\$ -	\$ 224,825	\$ 224,825	\$ 224,825	\$ 224,825	\$ -	0.0%
Rev Over/(Under) Exp		\$ -	\$ -	\$ -	\$ 1,685,026	\$ 1,685,026	\$ -	\$ -	\$ (1,685,026)	-100.0%
Beginning Fund Balance, 1/1		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,685,026	\$ 1,685,026	\$ 1,685,026	n/a
Ending Fund Balance, 12/31		\$ -	\$ -	\$ -	\$ 1,685,026	\$ 1,685,026	\$ 1,685,026	\$ 1,685,026	\$ -	0.0%

EXPENDITURE BY OBJECT SUMMARY:

Code	Item	2012 Actual	2013 Actual	2014			2015 Proposed	2016 Proposed	15 Proposed - 14 Proj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditures:</i>										
4XX	Charges and Services	\$ -	\$ -	\$ -	\$ 224,825	\$ 224,825	\$ 224,825	\$ 224,825	\$ -	0%
Total Expenditures:		\$ -	\$ -	\$ -	\$ 224,825	\$ 224,825	\$ 224,825	\$ 224,825	\$ -	0.0%

I. Overview

The Capital Investment Plan presents current and planned public improvements that are considered as the most important within the six-year planning horizon. Project costs are appropriated up to and include 2016. Project costs and the allocation of future resources beyond the current 2015-2016 biennium are proposed as an integral part of the plan and will be reviewed and updated during each subsequent biennium.

CIP Programs

The Federal Way CIP projects are organized into four program areas: Parks System; Surface Water Management System; Transportation System, and Performing Arts and Conference Center.

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 ongoing 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 only anticipate \$2M for S 352nd Street; SR-99 to SR-161 in 2016.
2. Voter-Approved Bonds – This is one of the most common methods of financing capital improvements for local municipal government, also known as Unlimited Tax General Obligation Bonds. Super-majority voter approval is required within the local government; local government is obligated to levy excess property taxes in order to repay the Voter-Approved Bonds. Debt capacity is the City's constitutional and statutory debt limit. The City has \$85 million in non-voted bond capacity; \$73 million in voter-approved general purpose bond capacity; and \$183 million in voter-approved open space and park bond capacity as of December 31, 2013.
3. Utility Tax – The City levies a 7.75% utility tax to fund the Capital Investment Plan projects and associated M&O, Police and Community Safety Improvement Voter Package and General Fund ongoing operations.

Utility tax collections projected in 2015/16 is allocated to capital improvement projects as follows:

- Arterial Streets Overlay – \$1,013K/year in 2015/2016.

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 \$1,900K in each year of 2015 and 2016.

REET collections projected in 2015-2016 is allocated as follows:

- Federal Way Community Center Debt Service – \$811K in 2015 and \$812K in 2016;
- Parks CIP - \$300K per year in 2015 and 2016;
- Transportation CIP - \$1.6M per year in 2015 and 2016

5. ***Grants*** –Federal Way is actively pursuing grants and has been successful in many. These include grants from federal, state, county level, and other public/private donations. During 1992 – 2013 grants provided approximately 60% of Transportation Project funding to 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 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. Beginning July 1, 2010 the impact fee for transportation changed from SEPA based to Growth Management Act (GMA) based. This change allows for 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 \$68.0 million, consists of: \$44.1 million in transportation projects, \$2.5 million in Parks Projects, \$13.1 million in Surface Water projects, and \$8.3 million for Performing Arts and Conference Center.

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 leveraging 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, or those projects that will be needed to meet the mandate in the future. The last priority are those local projects that do not compete well for regional and federal grants.

Leveraging local funds is also the top priority for parks/open space projects. Neighborhood parks followed by community-wide or regional parks are the next priority.

Surface Water projects are prioritized primarily by the importance of the project to insure property and community safety.

IV. 2015/16 FUNDING RECOMMENDATION

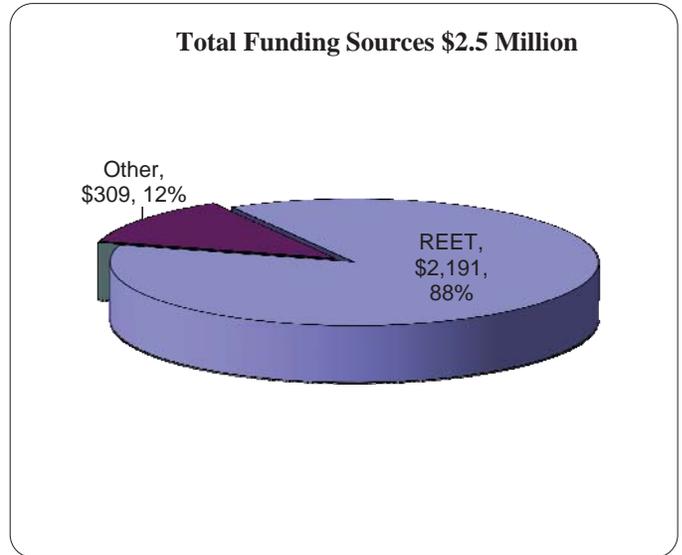
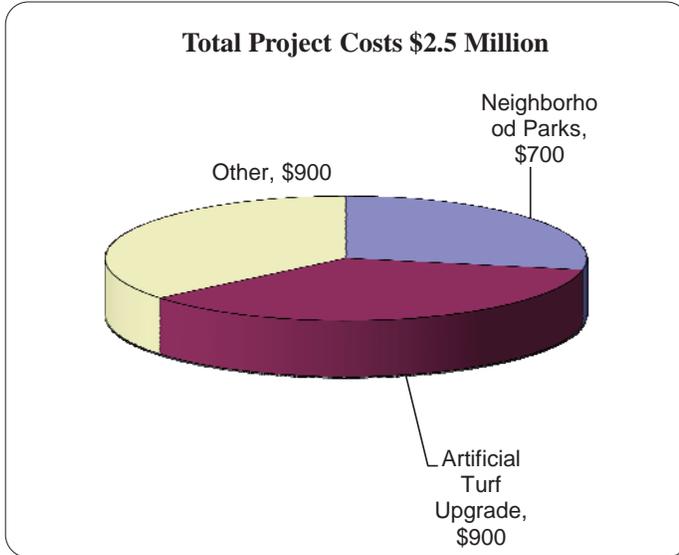
The Proposed Capital Funding Plan totals \$40.9 million in 2015/16.

- a. ***Implement \$1.3M in Parks improvements*** by providing new funding in 2015/16 totaling \$600K REET, and \$700K from prior year REET funds.
- b. ***Implement \$5.2M in Surface Water Management improvements*** by using \$3.5M in user fees combined with \$1.8M in grants in 2015/16.
- c. ***Implement \$26.1M in Transportation improvements*** by providing new funding in 2015/16 totaling \$29.9M including: \$2,026K in utility tax; \$3,226K REET; \$1,640K fuel tax; \$18,337K grants anticipated; \$2,000 General Fund, \$1,300K in Mitigation/Traffic Impact funds, and \$1,295K from reallocating projects within the Transportation CIP.
- d. ***Implement \$8.3M in Performing Arts and Conference Center*** by using carry-forward funds from the project for 2015 capital project cost for the construction of the Performing Arts and Conference Center.

6-YEAR CAPITAL IMPROVEMENT PLAN - PARKS

6-Year CIP Plan
Parks Improvement Projects

(dollars in thousands)



Funding Sources By Year	L-T-D Thru 2014	Adopted		Planned				Total
		2015	2016	2017	2018	2019	2020	
Real Estate Excise Tax	\$ 391	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 2,191
Fuel Tax - Path/Trail	-	-	-	-	-	-	-	-
Utility Tax	-	-	-	-	-	-	-	-
General Fund	-	-	-	-	-	-	-	-
Misc./Transfers	309	-	-	-	-	-	-	309
Subtotal City Sources	\$ 700	\$ 300	\$ 2,500					
Grants/Contributions Received	-	-	-	-	-	-	-	-
Grants/Contributions Anticipated	-	-	-	-	-	-	-	-
Total CIP Resources	\$ 700	\$ 300	\$ 2,500					

Project By Year:

Priority	Project Name	L-T-D Thru 2014	2015	2016	2017	2018	2019	2020	Total
1	Major Maintenance	-	150	150	100	100	100	100	700
1	Annual Playground Repair & Maint	-	150	150	100	100	100	100	700
3	Trail & Pedestrian Access Improvements	-	-	-	50	50	50	50	200
1	Lakota Soccer Field Upgrade	-	400	300	50	50	50	50	900
Total Project Costs		\$ -	\$ 700	\$ 600	\$ 300	\$ 300	\$ 300	\$ 300	\$ 2,500
Project Impact on M&O Costs		\$ -	\$ 33	\$ 33	\$ 33	\$ 33	\$ -	\$ -	\$ 132

CAPITAL IMPROVEMENT PLAN - PARKS

Project Name:	Major Maintenance & Improvements to Existing Park Facilities		
Project Number:	1	Priority:	1
Project Account Number:	303-7100-129	Planning Area:	All
Project Description:			
<ul style="list-style-type: none"> * Sport lighting repairs. * Asphalt repairs - parking lots and paths. * Hard surface court repairs - tennis and basketball courts. * Roof repair. * Miscellaneous park repairs. * HVAC and pump upgrade and repairs. * Security system upgrade and repairs. * Renovate or replace turf on sports fields. 			
Note:	There is no M&O impact on operating funds.		
Prior Council Review/Approval:			

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D Thru 2014	2015	2016	2017	2018	2019	2020	Project Total
Construction	\$ -	\$ 150	\$ 150	\$ 100	\$ 100	\$ 100	\$ 100	\$ 700
Total CIP Expenses	\$ -	\$ 150	\$ 150	\$ 100	\$ 100	\$ 100	\$ 100	\$ 700

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 2014	2015	2016	2017	2018	2019	2020	Project Total
Real Estate Excise Tax	\$ -	\$ 150	\$ 150	\$ 100	\$ 100	\$ 100	\$ 100	\$ 700
Total CIP Resources	\$ -	\$ 150	\$ 150	\$ 100	\$ 100	\$ 100	\$ 100	\$ 700

Impact on Operating Funds	L-T-D Thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – PARKS

Project Name:	Annual Playground Repair and Replacement Program		
Project Number:	2	Priority:	1
Project Account Number:	303-7100-132	Planning Area:	All
Project Description:			
<ul style="list-style-type: none"> * Funland Park renovation and upgrades. * Mirror Lake Park replacement. * Adelaide Park replacement. <p style="text-align: center;">There is no M&O impact on operating funds.</p>			
Prior Council Review/Approval:			

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D Thru 2014	2015	2016	2017	2018	2019	2020	Project Total
Construction	\$ -	\$ 150	\$ 150	\$ 100	\$ 100	\$ 100	\$ 100	\$ 700
Total CIP Expenses	\$ -	\$ 150	\$ 150	\$ 100	\$ 100	\$ 100	\$ 100	\$ 700

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 2014	2015	2016	2017	2018	2019	2020	Project Total
Real Estate Excise Tax	\$ -	\$ 150	\$ 150	\$ 100	\$ 100	\$ 100	\$ 100	\$ 700
Total CIP Resources	\$ -	\$ 150	\$ 150	\$ 100	\$ 100	\$ 100	\$ 100	\$ 700

Impact on Operating Funds	L-T-D Thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – PARKS

Project Name:	Trail and Pedestrian Access Improvements		
Project Number:	5	Priority:	3
Project Account Number:	303-7100-141	Planning Area:	All
Project Description:			
<ul style="list-style-type: none"> * Paths & Trails Improvement throughout the city. * Panther Lake Masterplan & Improvement. * BPA Trail Connections. 			
The projected M&O impact on operating funds is \$19K/year beginning in 2015.			
Prior Council Review/Approval:			

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D Thru 2014	2015	2016	2017	2018	2019	2020	Project Total
Construction	\$ -	\$ -	\$ -	\$ 50	\$ 50	\$ 50	\$ 50	\$ 200
Total CIP Expenses	\$ -	\$ -	\$ -	\$ 50	\$ 50	\$ 50	\$ 50	\$ 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 2014	2015	2016	2017	2018	2019	2020	Project Total
Real Estate Excise Tax	\$ -	\$ -	\$ -	\$ 50	\$ 50	\$ 50	\$ 50	\$ 200
Total CIP Resources	\$ -	\$ -	\$ -	\$ 50	\$ 50	\$ 50	\$ 50	\$ 200

Impact on Operating Funds	L-T-D Thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	19	19	19	19	-	-	76
Net Impact	\$ -	\$ 19	\$ 19	\$ 19	\$ 19	\$ -	\$ -	\$ 76

CAPITAL IMPROVEMENT PLAN – PARKS

Project Name:	Lakota Soccer Field Upgrade		
Project Number:	8	Priority:	1
Project Account Number:	303-7100-149	Planning Area:	All
Project Description:			
<ul style="list-style-type: none"> * Convert the all weather soccer field to synthetic turf. * Other associated park improvements 			
Note: Transfer balance of Sacajawea project 138 in 2013			
The projected M&O impact on operating funds is \$14K/year beginning in 2015.			
Prior Council Review/Approval:			

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D Thru 2014	2015	2016	2017	2018	2019	2020	Project Total
Construction	\$ -	\$ 400	\$ 300	\$ 50	\$ 50	\$ 50	\$ 50	\$ 900
Total CIP Expenses	\$ -	\$ 400	\$ 300	\$ 50	\$ 50	\$ 50	\$ 50	\$ 900

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

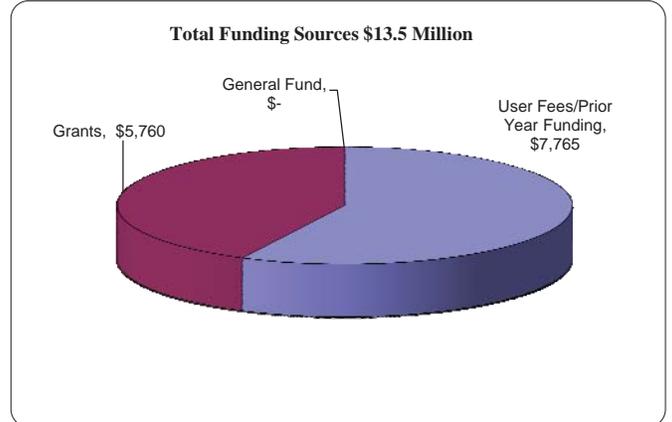
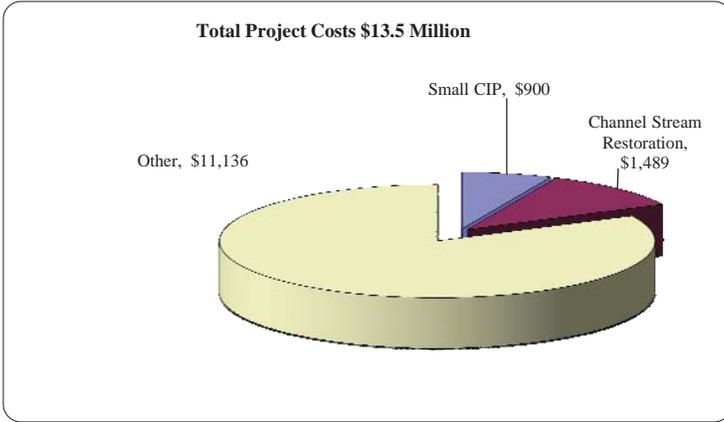
Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D Thru 2014	2015	2016	2017	2018	2019	2020	Project Total
Real Estate Excise Tax	\$ 391	\$ -	\$ -	\$ 50	\$ 50	\$ 50	\$ 50	\$ 591
Misc./Transfer	309	-	-	-	-	-	-	309
Total CIP Resources	\$ 700	\$ -	\$ -	\$ 50	\$ 50	\$ 50	\$ 50	\$ 900

Impact on Operating Funds	L-T-D Thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	14	14	14	14	-	-	56
Net Impact	\$ -	\$ 14	\$ 14	\$ 14	\$ 14	\$ -	\$ -	\$ 56

6-YEAR CAPITAL IMPROVEMENT PLAN - SURFACE WATER MANAGEMENT

(dollars in thousands)



Sources and Uses	L-T-D thru 2014	Adopted		Planned			Total	
		2015	2016	2017	2018	2019		2020
User Fee (pay-as-you-go)/Prior year Funding	280	1,563	1,900	1,044	1,242	1,138	597	\$ 7,765
Grants/Contributions Received	160	-	-	-	-	-	-	160
Grants/Contributions Anticipated	-	1,560	210	80	1,030	2,670	50	5,600
Total CIP Resources	\$ 440	\$ 3,123	\$ 2,110	\$ 1,124	\$ 2,272	\$ 3,808	\$ 647	\$ 13,525
No. Project Name								
0 Small CIP -- Annual Program	\$ -	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 900
1 Marine Hills Conveyance System Repairs - North of South 293rd Street	-	100	885	-	-	-	-	985
2 Marine Hills Conveyance System Repairs - South of South 293rd Street	-	-	-	103	747	-	-	850
3 South 373rd Street Stream Crossing Re-Route and Restoration	-	20	81	763	-	-	-	865
4 West Hylebos Conservation Property Acquisition	280	280	-	-	-	-	-	560
5 South 356th Street Culvert Replacement	-	-	-	-	-	53	172	225
6 Phase V Highway 99 Project - South 344th Street at Highway 99	-	500	715	-	-	-	-	1,215
7 South 359th Street Weir Repair	-	-	-	-	-	48	261	309
8 Low Impact Development (LID) Retrofit Project	160	2,037	-	-	-	-	-	2,197
9 Bridges Property Culvert Removal and Replacement	-	36	279	-	-	-	-	315
10 West Hylebos Educational Center and Trail	-	-	-	108	1,288	-	-	1,396
11 West Hylebos Trail (Spring Valley)	-	-	-	-	87	2,884	-	2,971
12 South 336th Street Water Quality Facility	-	-	-	-	-	673	64	737
Total Projects	\$ 440	\$ 3,123	\$ 2,110	\$ 1,124	\$ 2,272	\$ 3,808	\$ 647	\$ 13,525
Unfunded Needs	\$ -	\$ -	\$ -					
Project Impact on M&O Costs	\$ -	\$ -	\$ -					

CAPITAL IMPROVEMENT PLAN – SURFACE WATER MANAGEMENT

Project Name:	Small CIP -- Annual Program
Project Number:	0
Project Account:	304-3100-111
Project Description:	Includes miscellaneous small capital projects and major maintenance work to be completed by a combination of contractors and city maintenance forces. There is no M&O impact on operating funds.
Prior Council Review/Approval:	

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Contingencies	\$ -	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 900
Total CIP Expenses	\$ -	\$ 150	\$ 900					

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 2014	2015	2016	2017	2018	2019	2020	Total
User Fee (pay-as-you-go)/Prior year Funding	\$ -	150	150	150	150	150	150	\$ 900
Total CIP Resources	\$ -	\$ 150	\$ 900					

Impact on Operating Funds	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – SURFACE WATER MANAGEMENT

Project Name:	Marine Hills Conveyance System Repairs - North of South 293rd Street
Project Number:	1
Project Account:	304-3100-268
Project Description:	Capacity analysis of existing system and design of repair or replacement projects identified during SWM video inspections. The project will line/replace/upsized failing storm drain conveyance assets and repair or replace catch basins and manholes as needed in the Marine Hills Neighborhood north of S 293rd Street.
Prior Council Review/Approval:	June 17, 2014

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Consultant Services	-	100	-	-	-	-	-	100
Construction	-	-	885	-	-	-	-	885
Total CIP Expenses	\$ -	\$ 100	\$ 885	\$ -	\$ -	\$ -	\$ -	\$ 985

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 2014	2015	2016	2017	2018	2019	2020	Total
User Fee (pay-as-you-go)/Prior year Funding	-	100	885	-	-	-	-	985
Total CIP Resources	\$ -	\$ 100	\$ 885	\$ -	\$ -	\$ -	\$ -	\$ 985

Impact on Operating Funds	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	-	-	-	-	-	-	-	-
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – SURFACE WATER MANAGEMENT

Project Name:	Marine Hills Conveyance System Repairs - South of South 293rd Street
Project Number:	2
Project Account:	304-3100-269
Project Description:	Capacity analysis of existing system and design of repair or replacement projects identified during SWM video inspections. The project will line/replace/upsized failing storm drain conveyance assets and repair or replace catch basins and manholes as needed in the Marine Hills Neighborhood south of S 293rd Street.
Prior Council Review/Approval:	June 17, 2014

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Consultant Services	-	-	-	103	-	-	-	103
Construction	-	-	-	-	747	-	-	747
Total CIP Expenses	\$ -	\$ -	\$ -	\$ 103	\$ 747	\$ -	\$ -	\$ 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 2014	2015	2016	2017	2018	2019	2020	Total
User Fee (pay-as-you-go)/Prior year Funding	-	-	-	103	747	-	-	850
Total CIP Resources	\$ -	\$ -	\$ -	\$ 103	\$ 747	\$ -	\$ -	\$ 850

Impact on Operating Funds	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	-	-	-	-	-	-	-	-
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – SURFACE WATER MANAGEMENT

Project Name:	South 373rd Street Stream Crossing Re-Route and Restoration
Project Number:	3
Project Account:	304-3100-270
Project Description:	Re-route of a tributary stream to the Hylebos that crosses S 373rd Street via a substandard culvert crossing. The re-routed stream would join West Hylebos Creek north of S 373rd Street. The project will include replacing the failing outlet control structure at the outlet of hidden Lake with a meandering open channel.
Prior Council Review/Approval:	June 17, 2014

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Consultant Services	-	20	81	-	-	-	-	102
Construction	-	-	-	763	-	-	-	763
Total CIP Expenses	\$ -	\$ 20	\$ 81	\$ 763	\$ -	\$ -	\$ -	\$ 865

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 2014	2015	2016	2017	2018	2019	2020	Total
User Fee (pay-as-you-go)/Prior year Funding	-	20	81	763	-	-	-	865
Total CIP Resources	\$ -	\$ 20	\$ 81	\$ 763	\$ -	\$ -	\$ -	\$ 865

Impact on Operating Funds	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	-	-	-	-	-	-	-	-
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – SURFACE WATER MANAGEMENT

Project Name:	West Hylebos Conservation Property Acquisition
Project Number:	4
Project Account:	304-3100-271
Project Description:	Matching funds for King County Conservation Futures Grant property acquisition. The project will acquire high value riparian corridor properties and protect high value habitat and wildlife areas within the City.
Prior Council Review/Approval:	June 17, 2014

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Property Acquisition	280	280	-	-	-	-	-	560
Total CIP Expenses	\$ 280	\$ 280	\$ -	\$ 560				

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 2014	2015	2016	2017	2018	2019	2020	Total
User Fee (pay-as-you-go)/Prior year Funding	280	280	-	-	-	-	-	560
Total CIP Resources	\$ 280	\$ 280	\$ -	\$ 560				

Impact on Operating Funds	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	-	-	-	-	-	-	-	-
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – SURFACE WATER MANAGEMENT

Project Name:	South 356th Street Culvert Replacement
Project Number:	5
Project Account:	304-3100-272
Project Description:	Replacement of existing twin 57"x38" arch culverts conveying West Hylebos Creek under S 356th Street. The existing culverts will be removed and replaced with a concrete box culvert.
Prior Council Review/Approval:	June 17, 2014

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Consultant Services	-	-	-	-	-	53	172	225
Total CIP Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 53	\$ 172	\$ 225

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 2014	2015	2016	2017	2018	2019	2020	Total
User Fee (pay-as-you-go)/Prior year Funding	-	-	-	-	-	53	172	225
Total CIP Resources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 53	\$ 172	\$ 225

Impact on Operating Funds	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	-	-	-	-	-	-	-	-
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – SURFACE WATER MANAGEMENT

Project Name:	Phase V Highway 99 Project - South 344th Street at Highway 99
Project Number:	6
Project Account:	304-3100-273
Project Description:	Property Acquisition of an undeveloped parcel along S 344th Street west of Pacific Highway 99 and construction of a bioretention water quality facility. The project will provide water quality treatment to runoff from Pacific Highway 99 and incorporate detention capacity if feasible The projected M&O impact on operating funds is \$5K/year beginning in 2017.
Prior Council Review/Approval:	June 17, 2014

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Property Acquisition	-	500	-	-	-	-	-	500
Consultant Services	-	-	31	-	-	-	-	31
Construction	-	-	684	-	-	-	-	684
Total CIP Expenses	\$ -	\$ 500	\$ 715	\$ -	\$ -	\$ -	\$ -	\$ 1,215

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 2014	2015	2016	2017	2018	2019	2020	Total
User Fee (pay-as-you-go)/Prior year Funding	-	500	715	-	-	-	-	1,215
Total CIP Resources	\$ -	\$ 500	\$ 715	\$ -	\$ -	\$ -	\$ -	\$ 1,215

Impact on Operating Funds	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	-	-	-	-	-	-	-	-
Expenditure Increase/(Decrease)	-	-	-	5	5	5	5	20
Net Impact	\$ -	\$ -	\$ -	\$ 5	\$ 5	\$ 5	\$ 5	\$ 20

CAPITAL IMPROVEMENT PLAN – SURFACE WATER MANAGEMENT

Project Name:	South 359th Street Weir Repair
Project Number:	7
Project Account:	304-3100-274
Project Description:	Repair or replacement of a series of log weirs downstream of the culvert crossing under S 359th Street.
Prior Council Review/Approval:	June 17, 2014

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Consultant Services	-	-	-	-	-	48	-	48
Construction	-	-	-	-	-	-	261	261
Total CIP Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 48	\$ 261	\$ 309

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 2014	2015	2016	2017	2018	2019	2020	Total
User Fee (pay-as-you-go)/Prior year Funding	-	-	-	-	-	48	261	309
Total CIP Resources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 48	\$ 261	\$ 309

Impact on Operating Funds	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	-	-	-	-	-	-	-	-
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – SURFACE WATER MANAGEMENT

Project Name:	Low Impact Development (LID) Retrofit Project
Project Number:	8
Project Account:	304-3100-275
Project Description:	<p>Construction of low impact development (LID) projects within and/or adjacent to the developed right-of-way to provide flow control and water quality treatment. The LID projects will better treat non-point source pollutants associated with the "first flush" or stormwater runoff after dry periods.</p> <p style="text-align: right;">The projected M&O impact on operating funds is \$10K/year beginning in 2016.</p>
Prior Council Review/Approval:	June 17, 2014

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Consultant Services	160	-	-	-	-	-	-	160
Construction	-	2,037	-	-	-	-	-	2,037
Total CIP Expenses	\$ 160	\$ 2,037	\$ -	\$ 2,197				

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 2014	2015	2016	2017	2018	2019	2020	Total
User Fee (pay-as-you-go)/Prior year Funding	-	507	-	-	-	-	-	507
Grants/Contributions Received	160	-	-	-	-	-	-	160
Grants/Contributions Anticipated	-	1,530	-	-	-	-	-	1,530
Total CIP Resources	\$ 160	\$ 2,037	\$ -	\$ 2,197				

Impact on Operating Funds	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	-	-	-	-	-	-	-	-
Expenditure Increase/(Decrease)	-	-	10	10	10	10	10	50
Net Impact	\$ -	\$ -	\$ 10	\$ 50				

CAPITAL IMPROVEMENT PLAN – SURFACE WATER MANAGEMENT

Project Name:	Bridges Property Culvert Removal and Replacement
Project Number:	9
Project Account:	304-3100-276
Project Description:	Removal of multiple 12" diameter culverts of the main branch of the North Fork of West Hylebos Creek and a 48" culvert underneath 8th Ave S. A single footbridge will be constructed to maintain access to the existing and proposed future trail systems.
Prior Council Review/Approval:	June 17, 2014

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Consultant Services	-	36	-	-	-	-	-	36
Construction	-	-	279	-	-	-	-	279
Total CIP Expenses	\$ -	\$ 36	\$ 279	\$ -	\$ -	\$ -	\$ -	\$ 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 2014	2015	2016	2017	2018	2019	2020	Total
User Fee (pay-as-you-go)/Prior year Funding	-	6	69	-	-	-	-	75
Grants/Contributions Anticipated	-	30	210	-	-	-	-	240
Total CIP Resources	\$ -	\$ 36	\$ 279	\$ -	\$ -	\$ -	\$ -	\$ 315

Impact on Operating Funds	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	-	-	-	-	-	-	-	-
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – SURFACE WATER MANAGEMENT

Project Name:	West Hylebos Educational Center and Trail
Project Number:	10
Project Account:	304-3100-277
Project Description:	<p>Conversion of a portion of the Brook Lake Community center site into an education and outreach center. Retrofit of the existing building and parking lot into a trailhead for an expansion of the Hylebos Wetlands Park Trail to the south.</p> <p style="text-align: right;">The projected M&O impact on operating funds is \$5K/year beginning in 2019.</p>
Prior Council Review/Approval:	June 17, 2014

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Consultant Services	-	-	-	108	-	-	-	108
Construction	-	-	-	-	1,288	-	-	1,288
Total CIP Expenses	\$ -	\$ -	\$ -	\$ 108	\$ 1,288	\$ -	\$ -	\$ 1,396

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 2014	2015	2016	2017	2018	2019	2020	Total
User Fee (pay-as-you-go)/Prior year Funding	-	-	-	28	318	-	-	346
Grants/Contributions Anticipated	-	-	-	80	970	-	-	1,050
Total CIP Resources	\$ -	\$ -	\$ -	\$ 108	\$ 1,288	\$ -	\$ -	\$ 1,396

Impact on Operating Funds	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	-	-	-	-	-	-	-	-
Expenditure Increase/(Decrease)	-	-	-	-	-	5	5	10
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5	\$ 5	\$ 10

CAPITAL IMPROVEMENT PLAN – SURFACE WATER MANAGEMENT

Project Name:	West Hylebos Trail (Spring Valley)
Project Number:	11
Project Account:	304-3100-278
Project Description:	Construction of a nature trail system within the Spring Valley and Lower West Hylebos conservation areas to expand on the existing West Hylebos Wetland Park trails. The projected M&O impact on operating funds is \$5K/year beginning in 2020.
Prior Council Review/Approval:	June 17, 2014

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Consultant Services	-	-	-	-	87	-	-	87
Construction	-	-	-	-	-	2,884	-	2,884
Total CIP Expenses	\$ -	\$ -	\$ -	\$ -	\$ 87	\$ 2,884	\$ -	\$ 2,971

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 2014	2015	2016	2017	2018	2019	2020	Total
User Fee (pay-as-you-go)/Prior year Funding	-	-	-	-	27	714	-	741
Grants/Contributions Anticipated	-	-	-	-	60	2,170	-	2,230
Total CIP Resources	\$ -	\$ -	\$ -	\$ -	\$ 87	\$ 2,884	\$ -	\$ 2,971

Impact on Operating Funds	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	-	-	-	-	-	-	-	-
Expenditure Increase/(Decrease)	-	-	-	-	-	-	5	5
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5	\$ 5

CAPITAL IMPROVEMENT PLAN – SURFACE WATER MANAGEMENT

Project Name:	South 336th Street Water Quality Facility
Project Number:	12
Project Account:	304-3100-279
Project Description:	Acquisition of area encumbered by stream setbacks on three undeveloped parcels along Pacific Highway 99 north of South 336th Street and west of Pacific Highway 99 to construct a bioretention water quality facility. The facility will treat runoff from Pacific Highway and the downtown core area and incorporate detention capacity if feasible.
Prior Council Review/Approval:	June 17, 2014

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Property Acquisition	-	-	-	-	-	673	-	673
Consultant Services	-	-	-	-	-	-	64	64
Total CIP Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 673	\$ 64	\$ 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 2014	2015	2016	2017	2018	2019	2020	Total
User Fee (pay-as-you-go)/Prior year Funding	-	-	-	-	-	173	14	187
Grants/Contributions Anticipated	-	-	-	-	-	500	50	550
Total CIP Resources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 673	\$ 64	\$ 737

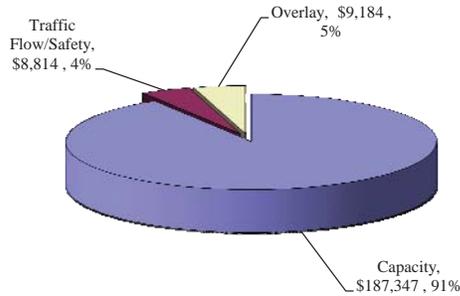
Impact on Operating Funds	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	-	-	-	-	-	-	-	-
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

6-YEAR CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

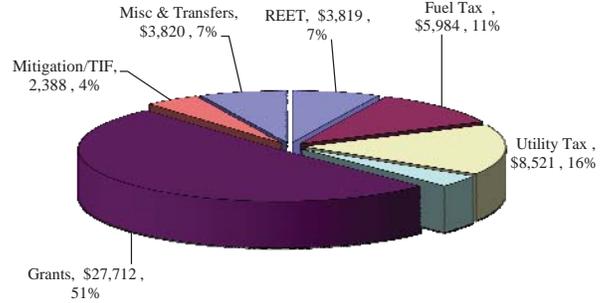
6-Year CIP Plan
Transportation Improvement Projects

(dollars in thousands)

Total Project Costs \$205.3 Million



Total Funding Sources \$54.2 Million



Financing Sources	L-T-D thru 2014	Adopted		Planned				Total
		2015	2016	2017	2018	2019	2020	
User Fee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Real Estate Excise Tax	593	1,613	1,613	-	-	-	-	3,819
Fuel Tax	1,064	820	820	820	820	820	820	5,984
Utility Tax	2,349	1,013	1,013	1,029	1,029	1,044	1,044	8,521
Bond Proceeds	-	-	-	-	-	-	-	-
General Fund	-	-	2,000	-	-	-	-	2,000
Misc./Transfers	2,397	1,293	2	122	2	2	2	3,820
Subtotal City Sources	\$ 6,403	\$ 4,739	\$ 5,448	\$ 1,971	\$ 1,851	\$ 1,866	\$ 1,866	\$ 24,144
Grants/Contributions Received	2,639	-	-	-	-	-	-	2,639
Mitigation/Traffic Impact Funds Received	788	1,300	-	-	-	-	-	2,088
Grants/Contributions Anticipated	-	9,577	8,800	762	5,934	-	-	25,073
Mitigation/Traffic Impact Funds-Anticipated	300	-	-	-	-	-	-	300
Total CIP Resources	\$ 10,130	\$ 15,616	\$ 14,248	\$ 2,733	\$ 7,785	\$ 1,866	\$ 1,866	\$ 54,244

Project By Year:

Project Name	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
001 Annual Transportation System Safety Improvements	400	320	320	320	320	320	320	2,320
131 S 320th St @ 1st Ave South	425	-	-	-	9,891	-	-	10,316
146 10th Ave SW Impv: SW Campus Dr - SW344th St	145	1,262	-	-	-	-	-	1,407
148 1st Ave S @ S 328th Street	200	813	-	-	-	-	-	1,013
149 S 336th Street SR99 - 20th	-	-	-	-	475	-	-	475
151 S 352nd Street; SR-99 to SR-161	534	220	5,800	-	-	-	-	6,554
152 SW 320th Street @ 21st Avenue SW	-	-	-	1,740	2,180	-	-	3,920
154 S 304th Street @ 28th Ave S	416	813	-	-	-	-	-	1,229
157 S 356th Street SR 99-SR161	500	300	-	5,557	-	-	-	6,357
158 1st Av S: S292 -@312	-	-	-	-	-	-	2,810	2,810
161 S 312th Street @ 28th Avenue S	-	-	-	221	-	-	-	221
165 Pacific Highway HOV Lanes Phases V - SR-509 to S 312th Street	2,000	2,600	8,465	7,100	-	-	-	20,165
167 SW 320th Street @ 47th Avenue SW	-	-	-	569	-	-	-	569
168 SW 336th Way/SW 340th Street: 26th Place SW-Hoyt Road	-	-	-	2,034	7,097	7,097	-	16,228
169 S 314th St: 20th Av S - 23rd Av S - Install new sidewalks	-	175	-	-	1,485	1,510	-	3,170
173 SR 99 @ S 312th St	-	-	-	-	1,500	605	4,603	6,708
175 SW 344th St: 12th Ave SW - 21st Ave SW	-	-	-	-	-	756	5,502	6,258
177 S320th Street at I - 5 Bridge Widening	-	-	5,000	5,600	2,122	44,570	44,570	101,862
180 S 344th Way @ Weyerhaeuser Way S	270	-	-	1,460	-	-	-	1,730
193 21st Ave S Sidewalks	-	472	-	882	-	-	-	1,354
196 S 288th Street: Military Road to City Limit Preservation Project	-	637	-	-	-	-	-	637
197 S 324th Street - Pacific Highway S to S 322nd Street Preservation Project	-	858	-	-	-	-	-	858
Total Projects	\$ 4,890	\$ 9,985	\$ 21,100	\$ 27,014	\$ 26,601	\$ 56,404	\$ 59,351	\$ 205,345
Unfunded Needs	\$ -	\$ -	\$ 5,000	\$ 16,110	\$ 18,774	\$ 54,538	\$ 57,485	\$ 151,907
Project Impact on M&O Costs	\$ -	\$ -	\$ 3	\$ 13	\$ 61	\$ 67	\$ 67	\$ 211

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	Annual Asphalt Overlay Program
Project Account:	102-4400-517-595-30-XXX
Project Description & Justification:	<p>Asphalt Overlay projects are based upon the Pavement Management System ratings.</p> <p>Funds for this program consist of Arterial Street Fuel Tax and Utility Tax.</p> <p>The resurfacing program is necessary to preserve the integrity of the existing street infrastructure and must be done prior to other capital improvements.</p>
Prior Council Review/Approval:	

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Consultant Services/ Design	\$ -	\$ 101	\$ 101	\$ 101	\$ 101	\$ 101	\$ 101	\$ 606
Construction	-	1,226	1,226	1,212	1,211	1,226	1,226	7,327
Inspection	-	55	55	55	55	55	55	330
Construction Management	-	65	65	65	65	65	65	390
Administrative Fee	-	68	68	98	99	99	99	531
Total CIP Expenses	\$ -	\$ 1,515	\$ 1,515	\$ 1,531	\$ 1,531	\$ 1,546	\$ 1,546	\$ 9,184

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 2014	2015	2016	2017	2018	2019	2020	Total
Fuel Tax	\$ -	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 3,000
Utility Tax	-	1,013	1,013	1,029	1,029	1,044	1,044	6,172
Misc./Transfers	-	2	2	2	2	2	2	12
Total CIP Resources	\$ -	\$ 1,515	\$ 1,515	\$ 1,531	\$ 1,531	\$ 1,546	\$ 1,546	\$ 9,184

Impact on Operating Funds	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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 of hazards in the rights-of-way.	
Maintenance costs would depend on the actual project components.	
Prior Council Review/Approval:	

Projected Expenditures (\$1,000's)

	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
CIP Funds - Expenses								
Construction	\$ 400	\$ 320	\$ 320	\$ 320	\$ 320	\$ 320	\$ 320	\$ 2,320
Total CIP Expenses	\$ 400	\$ 320	\$ 2,320					

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)

	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
CIP Funds - Resources								
Fuel Tax	\$ 1,064	\$ 320	\$ 320	\$ 320	\$ 320	\$ 320	\$ 320	\$ 2,984
Total CIP Resources	\$ 1,064	\$ 320	\$ 2,984					

	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Impact on Operating Funds								
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

City of Federal Way Capital Improvement Plan Transportation Systems
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Project Name:	S 320th St @ 1st Ave South
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 The M&O is for ROW maintenance based on scope of the project.
Prior Council Review/Approval:	Reprioritization of Funds January 16, 2009

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ 800	\$ -	\$ -	\$ 800
Consultant Services	425	-	-	-	600	-	-	1,025
Construction	-	-	-	-	7,491	-	-	7,491
Construction Management	-	-	-	-	1,000	-	-	1,000
Total CIP Expenses	\$ 425	\$ -	\$ -	\$ -	\$ 9,891	\$ -	\$ -	\$ 10,316

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 2014	2015	2016	2017	2018	2019	2020	Total
Mitigation/Traffic Impact Funds Received	230	-	-	-	-	-	-	230
Grants/Contributions Anticipated	-	-	-	-	5,934	-	-	5,934
Misc./Transfers	195	-	-	-	-	-	-	195
Unfunded Needs	-	-	-	-	3,957	-	-	3,957
Total CIP Resources	\$ 425	\$ -	\$ -	\$ -	\$ 9,891	\$ -	\$ -	\$ 10,316

Impact on Operating Funds	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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 and is projected at \$3K/year beginning in 2016.
Prior Council Review/Approval:	100% Design Status Report July 17,2012. Project was placed on hold.

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Property Acquisition	\$ -	\$ 62	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 62
Consultant Services	145	-	-	-	-	-	-	145
Construction	-	1,000	-	-	-	-	-	1,000
Construction Management	-	100	-	-	-	-	-	100
Contingencies	-	100	-	-	-	-	-	100
Total CIP Expenses	\$ 145	\$ 1,262	\$ -	\$ 1,407				

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 2014	2015	2016	2017	2018	2019	2020	Total
Mitigation/Traffic Impact Funds Received	207	300	-	-	-	-	-	507
Grants/Contributions Anticipated	-	900	-	-	-	-	-	900
Total CIP Resources	\$ 207	\$ 1,200	\$ -	\$ 1,407				

Impact on Operating Funds	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	3	3	3	3	3	15
Net Impact	\$ -	\$ -	\$ 3	\$ 15				

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	1st Ave S @ S 328th Street
Project Account:	306-4400-148
Project Description & Justification:	<p>Improve access at 328th with a traffic signal and left-turn lanes or roundabout Pedestrian safety</p> <p>The M&O is for ROW maintenance based on scope of the project and is projected at \$6K/year beginning in 2018.</p>
Prior Council Review/Approval:	

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Consultant Services	\$ 200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200
Construction	-	675	-	-	-	-	-	675
Construction Management	-	70	-	-	-	-	-	70
Contingencies	-	68	-	-	-	-	-	68
Total CIP Expenses	\$ 200	\$ 813	\$ -	\$ 1,013				

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 2014	2015	2016	2017	2018	2019	2020	Total
Mitigation/Traffic Impact Funds Received	30	500	-	-	-	-	-	530
Misc./Transfers	200	313	-	-	-	-	-	513
Total CIP Resources	\$ 230	\$ 813	\$ -	\$ 1,043				

Impact on Operating Funds	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	6	6	6	18
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ 6	\$ 6	\$ 6	\$ 18

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	S 336th Street SR99 - 20th
Project Account:	306-4400-149
Project Description & Justification:	Install sidewalk on northside. 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 2014	2015	2016	2017	2018	2019	2020	Total
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ 50	\$ -	\$ -	\$ 50
Consultant Services	-	-	-	-	75	-	-	75
Construction	-	-	-	-	350	-	-	350
Total CIP Expenses	\$ -	\$ -	\$ -	\$ -	\$ 475	\$ -	\$ -	\$ 475

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 2014	2015	2016	2017	2018	2019	2020	Total
Mitigation/Traffic Impact Funds Received	42	-	-	-	-	-	-	42
Unfunded Needs	-	-	-	-	433	-	-	433
Total CIP Resources	\$ 42	\$ -	\$ -	\$ -	\$ 433	\$ -	\$ -	\$ 475

Impact on Operating Funds	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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-lanes collector with bike lanes, sidewalks and street lights. New Traffic Signal at SR99. Improve retail access The M&O is for ROW maintenance based on scope of the project and is projected at \$10K/year beginning in 2017.
Prior Council Review/Approval:	100% Design Status Report April 2011, Project was placed on hold.

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Property Acquisition	\$ -	\$ 200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200
Consultant Services	534	20	-	-	-	-	-	554
Construction	-	-	4,700	-	-	-	-	4,700
Construction Management	-	-	600	-	-	-	-	600
Contingencies	-	-	500	-	-	-	-	500
Total CIP Expenses	\$ 534	\$ 220	\$ 5,800	\$ -	\$ -	\$ -	\$ -	\$ 6,554

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 2014	2015	2016	2017	2018	2019	2020	Total
Real Estate Excise Tax	500	-	-	-	-	-	-	500
General Fund	-	-	2,000	-	-	-	-	2,000
Mitigation/Traffic Impact Funds Received	54	-	-	-	-	-	-	54
Grants/Contributions Anticipated	-	200	3,800	-	-	-	-	4,000
Total CIP Resources	\$ 554	\$ 200	\$ 5,800	\$ -	\$ -	\$ -	\$ -	\$ 6,554

Impact on Operating Funds	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	10	10	10	10	40
Net Impact	\$ -	\$ -	\$ -	\$ 10	\$ 10	\$ 10	\$ 10	\$ 40

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 Concurrence 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 2014	2015	2016	2017	2018	2019	2020	Total
Property Acquisition	\$ -	\$ -	\$ -	\$ 432	\$ -	\$ -	\$ -	\$ 432
Consultant Services	-	-	-	432	-	-	-	432
Construction	-	-	-	876	2,180	-	-	3,056
Total CIP Expenses	\$ -	\$ -	\$ -	\$ 1,740	\$ 2,180	\$ -	\$ -	\$ 3,920

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 2014	2015	2016	2017	2018	2019	2020	Total
Mitigation/Traffic Impact Funds Received	25	-	-	-	-	-	-	25
Unfunded Needs	-	-	-	1,740	2,180	-	-	3,920
Total CIP Resources	\$ 25	\$ -	\$ -	\$ 1,740	\$ 2,180	\$ -	\$ -	\$ 3,945

Impact on Operating Funds	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	S 304th Street @ 28th Ave S
Project Account:	306-4400-154
Project Description & Justification:	Add NB, R-turn lane, Signal
	The M&O is for ROW maintenance based on scope of the project and is projected at \$6K/year beginning in 2019.
Prior Council Review/Approval:	

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Property Acquisition	\$ 200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200
Consultant Services	216	-	-	-	-	-	-	216
Construction	-	675	-	-	-	-	-	675
Construction Management	-	70	-	-	-	-	-	70
Contingencies	-	68	-	-	-	-	-	68
Total CIP Expenses	\$ 416	\$ 813	\$ -	\$ 1,229				

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 2014	2015	2016	2017	2018	2019	2020	Total
Mitigation/Traffic Impact Funds Received	16	500	-	-	-	-	-	516
Misc./Transfers	400	313	-	-	-	-	-	713
Total CIP Resources	\$ 416	\$ 813	\$ -	\$ 1,229				

Impact on Operating Funds	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	6	6	12
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6	\$ 6	\$ 12

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	S 356th Street SR 99-SR161
Project Account:	306-4400-157
Project Description & Justification:	Widen to 5 lanes, bike lanes, sidewalks, illumination The M&O is for ROW maintenance based on scope of the project and is projected at \$6K/year beginning in 2018.
Prior Council Review/Approval:	

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Property Acquisition	\$ -	\$ 300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300
Consultant Services	500	-	-	4,500	-	-	-	5,000
Construction Management	-	-	-	607	-	-	-	607
Contingencies	-	-	-	450	-	-	-	450
Total CIP Expenses	\$ 500	\$ 300	\$ -	\$ 5,557	\$ -	\$ -	\$ -	\$ 6,357

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 2014	2015	2016	2017	2018	2019	2020	Total
Real Estate Excise Tax	93	-	-	-	-	-	-	93
Utility Tax	917	-	-	-	-	-	-	917
Mitigation/Traffic Impact Funds Received	97	-	-	-	-	-	-	97
Unfunded Needs	-	-	-	5,250	-	-	-	5,250
Total CIP Resources	\$ 1,107	\$ -	\$ -	\$ 5,250	\$ -	\$ -	\$ -	\$ 6,357

Impact on Operating Funds	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	6	6	6	18
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ 6	\$ 6	\$ 6	\$ 18

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	1st Av S: S292 -@312
Project Account:	306-4400-158
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 2014	2015	2016	2017	2018	2019	2020	Total
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 260	\$ 260
Consultant Services	-	-	-	-	-	-	260	260
Construction	-	-	-	-	-	-	2,290	2,290
Total CIP Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,810	\$ 2,810

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 2014	2015	2016	2017	2018	2019	2020	Total
Unfunded Needs	-	-	-	-	-	-	2,810	2,810
Total CIP Resources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,810	\$ 2,810

Impact on Operating Funds	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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 lane There is no M&O impact on operating funds.
Prior Council Review/Approval:	

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Consultant Services	\$ -	\$ -	\$ -	\$ 50	\$ -	\$ -	\$ -	\$ 50
Construction	-	-	-	171	-	-	-	171
Total CIP Expenses	\$ -	\$ -	\$ -	\$ 221	\$ -	\$ -	\$ -	\$ 221

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 2014	2015	2016	2017	2018	2019	2020	Total
Mitigation/Traffic Impact Funds Received	7	-	-	-	-	-	-	7
Unfunded Needs	-	-	-	221	-	-	-	221
Total CIP Resources	\$ 7	\$ -	\$ -	\$ 221	\$ -	\$ -	\$ -	\$ 228

Impact on Operating Funds	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	SR99 HOV Lanes PH V
Project Account:	306-4400-165
Project Description & Justification:	<p>This project reconstructs portions of and widen above mentioned street to provide for HOV lanes curb and gutter, sidewalk, and provisions for bicycles. Modifies existing traffic signal systems, channelization, street lighting systems, and drainage system improvements.</p> <p>To improve traffic flow, safety, and reduce accidents and delay.</p> <p>The M&O is for ROW maintenance based on scope of the project and is projected at \$30K/year beginning in 2018.</p>
Prior Council Review/Approval:	

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Property Acquisition	\$ -	\$ 2,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,600
Consultant Services	2,000	-	-	-	-	-	-	2,000
Construction	-	-	6,300	6,300	-	-	-	12,600
Construction Management	-	-	905	800	-	-	-	1,705
Contingencies	-	-	1,260	-	-	-	-	1,260
Total CIP Expenses	\$ 2,000	\$ 2,600	\$ 8,465	\$ 7,100	\$ -	\$ -	\$ -	\$ 20,165

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 2014	2015	2016	2017	2018	2019	2020	Total
Real Estate Excise Tax	-	1,613	1,613	-	-	-	-	3,226
Utility Tax	598	-	-	-	-	-	-	598
Grants/Contributions Received	2,639	-	-	-	-	-	-	2,639
Grants/Contributions Anticipated	-	7,000	5,000	-	-	-	-	12,000
Mitigation/Traffic Impact Funds-Anticipated	300	-	-	-	-	-	-	300
Misc./Transfers	1,402	-	-	-	-	-	-	1,402
Total CIP Resources	\$ 4,939	\$ 8,613	\$ 6,613	\$ -	\$ -	\$ -	\$ -	\$ 20,165

Impact on Operating Funds	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	30	30	30	90
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ 30	\$ 30	\$ 30	\$ 90

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	SW 320th Street @ 47th Avenue SW
Project Account:	306-4400-167
Project Description & Justification:	Install traffic signal The M&O is for ROW maintenance based on scope of the project and is projected at \$6K/year beginning in 2018.
Prior Council Review/Approval:	

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Consultant Services	\$ -	\$ -	\$ -	\$ 100	\$ -	\$ -	\$ -	\$ 100
Construction	-	-	-	469	-	-	-	469
Total CIP Expenses	\$ -	\$ -	\$ -	\$ 569	\$ -	\$ -	\$ -	\$ 569

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 2014	2015	2016	2017	2018	2019	2020	Total
Unfunded Needs	-	-	-	569	-	-	-	569
Total CIP Resources	\$ -	\$ -	\$ -	\$ 569	\$ -	\$ -	\$ -	\$ 569

Impact on Operating Funds	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	6	6	6	18
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ 6	\$ 6	\$ 6	\$ 18

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	SW 336th Way/SW 340th Street: 26th Place SW-Hoyt Road
Project Account:	306-4400-168
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 2014	2015	2016	2017	2018	2019	2020	Total
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ 1,200	\$ -	\$ -	\$ 1,200
Consultant Services	-	-	-	2,034	5,897	7,097	-	15,028
Total CIP Expenses	\$ -	\$ -	\$ -	\$ 2,034	\$ 7,097	\$ 7,097	\$ -	\$ 16,228

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 2014	2015	2016	2017	2018	2019	2020	Total
Mitigation/Traffic Impact Funds Received	61	-	-	-	-	-	-	61
Unfunded Needs	-	-	-	2,034	7,097	7,097	-	16,228
Total CIP Resources	\$ 61	\$ -	\$ -	\$ 2,034	\$ 7,097	\$ 7,097	\$ -	\$ 16,289

Impact on Operating Funds	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	S 314th St: 20th Av S - 23rd Av S - <i>Install new sidewalks</i>
Project Account:	306-4400-169
Project Description & Justification:	Install sidewalks on both sides of South 314th Street (Private Rd) for connectivity between 20th Ave S and 23rd Ave S for pedestrian access to the shopping centers. Signal Modification at S314th 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 2014	2015	2016	2017	2018	2019	2020	Total
Consultant Services	\$ -	\$ -	\$ -	\$ -	\$ 300	\$ -	\$ -	\$ 300
Construction	-	175	-	-	1,185	1,510	-	2,870
Total CIP Expenses	\$ -	\$ 175	\$ -	\$ -	\$ 1,485	\$ 1,510	\$ -	\$ 3,170

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 2014	2015	2016	2017	2018	2019	2020	Total
Misc./Transfers	-	175	-	-	-	-	-	175
Unfunded Needs	-	-	-	-	1,485	1,510	-	2,995
Total CIP Resources	\$ -	\$ 175	\$ -	\$ -	\$ 1,485	\$ 1,510	\$ -	\$ 3,170

Impact on Operating Funds	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	SR 99 @ S 312th St
Project Account:	306-4400-173
Project Description & Justification:	Add 2nd Northbound left-turn lane Accommodate City Center Planned Action 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 2014	2015	2016	2017	2018	2019	2020	Total
Property Acquisition	\$ -	\$ -		\$ -	\$ 900	\$ -	\$ -	\$ 900
Consultant Services	-	-	-	-	600	-	-	600
Construction	-	-	-	-	-	605	4,603	5,208
Total CIP Expenses	\$ -	\$ -	\$ -	\$ -	\$ 1,500	\$ 605	\$ 4,603	\$ 6,708

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 2014	2015	2016	2017	2018	2019	2020	Total
Mitigation/Traffic Impact Funds Received	19	-	-	-	-	-	-	19
Unfunded Needs	-	-	-	-	1,500	605	4,603	6,708
Total CIP Resources	\$ 19	\$ -	\$ -	\$ -	\$ 1,500	\$ 605	\$ 4,603	\$ 6,727

Impact on Operating Funds	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	SW 344th St: 12th Ave SW - 21st Ave SW
Project Account:	306-4400-175
Project Description & Justification:	Extend 3-lane principal collector with bike lanes, sidewalks, illumination Complete alternate route to bypass 21st Ave SW @ SW 336th Street 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 2014	2015	2016	2017	2018	2019	2020	Total
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 151	\$ -	\$ 151
Consultant Services	-	-	-	-	-	605	-	605
Construction	-	-	-	-	-	-	5,502	5,502
Total CIP Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 756	\$ 5,502	\$ 6,258

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 2014	2015	2016	2017	2018	2019	2020	Total
Unfunded Needs	-	-	-	-	-	756	5,502	6,258
Total CIP Resources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 756	\$ 5,502	\$ 6,258

Impact on Operating Funds	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	S320th Street at I - 5 Bridge Widening
Project Account:	306-4400-177
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/I-5 Interchange. This phase will add HOV lanes 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.
Benefits:	<ul style="list-style-type: none"> • 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 2014	2015	2016	2017	2018	2019	2020	Total
Consultant Services	\$ -	\$ -	\$ 5,000	\$ 5,600	\$ 2,122	\$ -	\$ -	\$ 12,722
Construction	-	-	-	-	-	44,570	44,570	89,140
Total CIP Expenses	\$ -	\$ -	\$ 5,000	\$ 5,600	\$ 2,122	\$ 44,570	\$ 44,570	\$ 101,862

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 2014	2015	2016	2017	2018	2019	2020	Total
Unfunded Needs	-	-	5,000	5,600	2,122	44,570	44,570	101,862
Total CIP Resources	\$ -	\$ -	\$ 5,000	\$ 5,600	\$ 2,122	\$ 44,570	\$ 44,570	\$ 101,862

Impact on Operating Funds	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	S 344th Way @ Weyerhaeuser Way S
Project Account:	306-4400-180
Project Description & Justification:	Construct roundabout Addresses forecast concurrency failure to accommodate planned World Vision expansion The M&O is for ROW maintenance based on scope of the project
Prior Council Review/Approval:	100% Design Report July 17, 2012. Project was placed on hold.

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Property Acquisition	\$ -	\$ -	\$ -	\$ 45	\$ -	\$ -	\$ -	\$ 45
Consultant Services	270	-	-	-	-	-	-	270
Construction	-	-	-	1,175	-	-	-	1,175
Construction Management	-	-	-	120	-	-	-	120
Contingencies	-	-	-	120	-	-	-	120
Total CIP Expenses	\$ 270	\$ -	\$ -	\$ 1,460	\$ -	\$ -	\$ -	\$ 1,730

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 2014	2015	2016	2017	2018	2019	2020	Total
Utility Tax	834	-	-	-	-	-	-	834
Misc./Transfers	200	-	-	-	-	-	-	200
Unfunded Needs	-	-	-	696	-	-	-	696
Total CIP Resources	\$ 1,034	\$ -	\$ -	\$ 696	\$ -	\$ -	\$ -	\$ 1,730

Impact on Operating Funds	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	21st Ave S Sidewalks
Project Account:	306-4400-193
Project Description & Justification:	Install sidewalk improvements on west side. The M&O is for ROW maintenance based on scope of the project
Prior Council Review/Approval:	Grant Funding approved July 17th, 2014.

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Property Acquisition	\$ -	\$ 322	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 322
Consultant Services	-	150	-	-	-	-	-	150
Construction	-	-	-	720	-	-	-	720
Construction Management	-	-	-	90	-	-	-	90
Contingencies	-	-	-	72	-	-	-	72
Total CIP Expenses	\$ -	\$ 472	\$ -	\$ 882	\$ -	\$ -	\$ -	\$ 1,354

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 2014	2015	2016	2017	2018	2019	2020	Total
Grants/Contributions Anticipated	-	397	-	762	-	-	-	1,159
Misc./Transfers	-	75	-	120	-	-	-	195
Total CIP Resources	\$ -	\$ 472	\$ -	\$ 882	\$ -	\$ -	\$ -	\$ 1,354

Impact on Operating Funds	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	S 288th Street: Military Road to City Limit Preservation Project
Project Account:	306-4400-196
Project Description & Justification:	Under a Federally funded Preservation Grant this project will upgrade Facilities to and reduce delays and queuing by installing flashing yellow arrow displays. 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 2014	2015	2016	2017	2018	2019	2020	Total
Consultant Services	\$ -	\$ 110	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 110
Construction	-	500	-	-	-	-	-	500
Construction Management	-	27	-	-	-	-	-	27
Total CIP Expenses	\$ -	\$ 637	\$ -	\$ 637				

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 2014	2015	2016	2017	2018	2019	2020	Total
Grants/Contributions Anticipated	-	490	-	-	-	-	-	490
Misc./Transfers	-	147	-	-	-	-	-	147
Total CIP Resources	\$ -	\$ 637	\$ -	\$ 637				

Impact on Operating Funds	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	S 324th Street - Pacific Highway S to S 322nd Street Preservation Project
Project Account:	306-4400-197
Project Description & Justification:	<p>Under a Federally funded Preservation Grant this project will upgrade Facilities to and reduce delays and queuing by installing flashing yellow arrow displays.</p> <p style="text-align: center;">The M&O is for ROW maintenance based on scope of the project</p>
Prior Council Review/Approval:	

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Consultant Services	\$ -	\$ 110	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 110
Construction	-	720	-	-	-	-	-	720
Construction Management	-	28	-	-	-	-	-	28
Total CIP Expenses	\$ -	\$ 858	\$ -	\$ 858				

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 2014	2015	2016	2017	2018	2019	2020	Total
Grants/Contributions Anticipated	-	590	-	-	-	-	-	590
Misc./Transfers	-	268	-	-	-	-	-	268
Total CIP Resources	\$ -	\$ 858	\$ -	\$ 858				

Impact on Operating Funds	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – PERFORMING ARTS AND CONFERENCE CENTER

Project Name:	Performing Arts and Conference Center
Project Account:	308-5800-110
Project Description & Justification:	
This project is established for the construction of Performing Arts and Conference Center being built in the downtown of Federal Way.	
Maintenance costs would depend on the actual project components.	
Prior Council Review/Approval:	

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Construction	\$ 1,605	\$ 8,340	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,945
Total CIP Expenses	\$ 1,605	\$ 8,340	\$ -	\$ 9,945				

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 2014	2015	2016	2017	2018	2019	2020	Total
Misc./Transfers	\$ 9,945	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,945
Total CIP Resources	\$ 9,945	\$ -	\$ 9,945					

Impact on Operating Funds	L-T-D thru 2014	2015	2016	2017	2018	2019	2020	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

PROPOSITION 1 – BUDGET DETAIL

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. This additional utility tax is projected to raise \$2.8 in 2015 and 2016 to fund the qualifying Proposition 1 positions consisting of 24.5 FTEs in public defender, police, prosecution, court, code enforcement, parks maintenance and related support functions.

The enhancement of police and community safety focused first on improving the core functions of policing: patrol, traffic, and investigations. The proposition added 18 sworn police officers and one record clerk in the Police Department. It also provided more funds for municipal court, city criminal prosecution, and jail and support services, whose workload will increase with an increased number of police officers. Finally the proposition added one additional code compliance officer, related legal support, one maintenance worker, and funding for City park security.

The proposition is an integrated strategy designed to make a substantial impact on the most essential public and community safety needs and supplements existing services.

The table below provides the ongoing cost funding these positions and related costs.

FTE	Program	Description	Proposed Budget \$	
			2015	2016
	Public Defender	Increase Public Defender	51,076	51,076
-		TOTAL MAYOR'S OFFICE	51,076	51,076
1.00	Code Compliance Officer	Salary	65,309	68,923
		Benefits	35,958	38,573
1.00		TOTAL COMMUNITY & ECONOMIC DEVELOPMENT	101,267	107,496
1.50	Prosecutor	Salary	121,443	122,645
		Benefits	35,384	36,390
0.50	Prosecutor (code compliance)	Salary	44,744	47,209
		Benefits	13,309	14,182
2.00		TOTAL LAW	214,879	220,426
0.50	Judge	Salary	69,345	70,032
		Benefits	25,719	26,950
1.00	Court Clerk 1	Salary	42,479	44,705
		Benefits	17,644	18,893
		Prop 1 Pro Tem	8,000	8,000
1.50		TOTAL MUNICIPAL COURT	163,187	168,579
1.00	Maintenance Worker 1	Salary	57,210	57,210
		Benefits	22,262	23,059
		Pierce County Security Contract	17,200	17,200
1.00		TOTAL PARKS & RECREATION	96,672	97,469
1.00	Records Specialist	Records Specialist (1) - Salary	52,854	52,854
		Records Specialist (1) - Benefits	19,706	20,510
8.00	8 Patrol Officers	Patrol Officers (8) -Salary	675,398	682,086
		Patrol Officers (8) -Benefits	228,936	239,745
4.00	Detectives	Detective (4) - Salary	349,582	352,974
		Detective (4) - Benefits	111,273	116,099
2.00	Lieutenant	Lieutenant (2) - Salary	236,439	238,671
		Lieutenant (2) - Benefits	65,002	66,168
4.00	4 Traffic Officers	Traffic Officers (4) - Salary	344,072	347,456
		Traffic Officers (4) - Benefits	131,620	136,676
19.00		TOTAL POLICE	2,214,883	2,253,238
24.50			2,841,965	2,898,283

NON-CIP CAPITAL OUTLAY SUMMARY				
(Excluding Capital Improvement Projects)				
Fund	Dept	Description	2015	2016
Public Works:				
	Street	Snow and Ice Brine Production and Storage Facilities	\$ 150,000	\$ -
		Subtotal Public Works Fund	150,000	-
Federal Way Community Center:				
	FWCC	Replacement of Diving Board Standard	9,300	-
	FWCC	Climbing Equipment Purchase	8,500	-
	FWCC	Fitness equipment purchase	29,000	-
	FWCC	Fitness equipment replacement	34,000	-
	FWCC	Community Room A Carpet Replacement	11,000	-
	FWCC	Community Wing Furniture Replacement	20,000	-
		Subtotal Federal Way Community Center Fund	111,800	-
Dumbas Bay Center:				
	DBC	Meeting room chairs	18,000	-
	DBC	Meeting room tables	12,000	-
	DBC	Mattresses	45,100	-
	DBC	Bedding, and furniture for overnight rooms	30,000	-
	DBC	Courtyard repair & furniture	10,000	-
	DBC	Fire alarm panel upgrade	30,000	-
	DBC	Carpeting	114,900	-
		Subtotal Dumbas Bay Center Fund	260,000	-
Information Systems:				
	EOC	EOC Improvements	49,600	-
	FWCC	Recreation Software System	-	94,533
	FWCC	Tyler Cashiering	37,931	-
	City-Wide	GPS Survey Equipment	13,000	-
	City-Wide	RR Servers (3 in 2015) (4 in 2016)	25,278	59,723
	PD	RR Police MDCs (9 in 2015) (14 in 2016)	47,480	72,488
	City-Wide	RR Desktop PCs (48 in 2015) (47 in 2016)	47,954	49,401
	City-Wide	RR Laptop (7 in 2015) (10 in 2016)	11,401	28,320
	City-Wide	RR Printers (3 in 2015) (3 in 2016)	25,278	13,203
	PD	RR Police Radios Mobile (5 in 2015) (5 in 2016)	17,000	17,000
	PD	RR Police Radios Portable (5 in 2015) (5 in 2016)	14,245	14,245
	PD	RR Motorcycle Radios (2 in 2015) (1 in 2016)	6,000	3,000
	City-Wide	RR Network	-	11,751
	City-Wide	RR Miscellaneous Hardware	-	8,184
	City-Wide	RR Phone system	-	448,196
	City-Wide	RR LG GIS Plotter	-	12,627
	City-Wide	RR FWCC Video Surveillance System	-	24,519
	City-Wide	RR Spare MDC's	9,600	-
	City-Wide	RR GIS Software Upgrade	33,000	-
		Subtotal Information Systems Fund	337,767	857,190

CITY OF FEDERAL WAY 2015/2016 PROPOSED BUDGET

NON-CIP CAPITAL OUTLAY SUMMARY				
(Excluding Capital Improvement Projects)				
Fund	Dept	Description	2015	2016
<i>Mail & Distribution:</i>				
	CD	CD Permit Center Printer/Scanner	6,400	
	City-Wide	Replace copier and folding machinewhich reached life cycle	43,600	6,368
	PK-SL	Replace copier reaching life cycle	-	10,000
		<i>Subtotal Mail & Distribution Fund</i>	<i>50,000</i>	<i>16,368</i>
<i>Fleet & Equipment:</i>				
	PW	Replace Trailer #463	4,661	-
	PW	Replace 1-Ton flatbed trust	54,063	-
	PW	Replace Harper Deweze mower	-	73,756
	PW	Replace Truck #246, a GMC Sonoma	45,054	-
	PW	Replace John Deere BackHoe (#461)	116,525	-
	PW	Replace truck (#235) purchased in 1993, due to replacement in 2007	288,263	-
	PW	Replace five varialbe message boards	154,521	-
	PW	Replace Truck #232-1, a Ford 250	36,569	-
	PW	Replace Trailer #E452	22,757	-
	PW	Replace air compressor (#450A)	17,418	-
	PW	Replace Vehicle #243 (GMC Safari Van)	48,134	-
	PK	Replace Truck #1181 past its reserve life	-	26,755
	PK	Replace Truck #124 past its life span	67,265	-
	PK	Replace E426 has reached its life span	38,400	-
	PK	Replace vehicle E1110 past its life span	-	13,000
	PK	Replace truck #103	-	36,818
	CD	Replace two fleet vehicles #301 and #302	33,924	-
	PD	Replace 23 marked vehicles, 10 unmarked vehicles, and motorcycles	805,000	794,000
	PD	Purchase 3 New Police Vehicles and 3 carryforward vehicles	158,220	-
		<i>Subtotal Fleet & Equipment Fund</i>	<i>1,890,774</i>	<i>944,329</i>
<i>Building and Furnishings:</i>				
	City-Wide	Replace badge station, including computer, badging printer, and camera.	8,500	-
		<i>Subtotal Building and Furnishings Fund</i>	<i>8,500</i>	<i>-</i>
Grand Total Non-CIP Capital Outlay			\$ 2,808,841	\$ 1,817,887

2015 Salary Schedule

City Council		Monthly						Annual					
Grade	Position Title	A	B	C	D	E	F	A	B	C	D	E	F
n/a	Deputy Mayor			\$1,150						\$13,800			
n/a	Council Member			\$1,150						\$13,800			
31	Executive Asst. to Council	\$4,437	\$4,637	\$4,846	\$5,064	\$5,292	\$5,620	\$53,244	\$55,644	\$58,152	\$60,768	\$63,504	\$67,440
Mayor's Office		Monthly						Annual					
Grade	Position Title	A	B	C	D	E	F	A	B	C	D	E	F
61	Mayor			\$9,635						\$115,620			
58f	Chief of Staff			\$12,142						\$145,704			
58j	Project Manager (PACC)			\$12,040						\$144,474			
47	Comm. & Gov. Affairs Coordinator	\$6,586	\$6,882	\$7,192	\$7,516	\$7,854	\$8,341	\$79,032	\$82,584	\$86,304	\$90,192	\$94,248	\$100,092
31	Executive Asst. to the Mayor	\$4,437	\$4,637	\$4,846	\$5,064	\$5,292	\$5,620	\$53,244	\$55,644	\$58,152	\$60,768	\$63,504	\$67,440
Economic Development		Monthly						Annual					
Grade	Position Title	A	B	C	D	E	F	A	B	C	D	E	F
58i	Director												
Emergency Management		Monthly						Annual					
Grade	Position Title	A	B	C	D	E	F	A	B	C	D	E	F
50	Emergency Manager	\$7,092	\$7,411	\$7,744	\$8,092	\$8,456	\$8,980	\$85,104	\$88,932	\$92,928	\$97,104	\$101,472	\$107,760
Information Technology		Monthly						Annual					
Grade	Position Title	A	B	C	D	E	F	A	B	C	D	E	F
55a	Manager			\$10,303						\$123,636			
32	IT Tech. 2 - User Support	\$4,548	\$4,753	\$4,967	\$5,191	\$5,425	\$5,761	\$54,576	\$57,036	\$59,604	\$62,292	\$65,100	\$69,132
35	IT Specialist - WEB, Apps., & Security	\$4,898	\$5,118	\$5,348	\$5,589	\$5,841	\$6,203	\$58,776	\$61,416	\$64,176	\$67,068	\$70,092	\$74,436
35	IT Specialist - Network & Security	\$4,898	\$5,118	\$5,348	\$5,589	\$5,841	\$6,203	\$58,776	\$61,416	\$64,176	\$67,068	\$70,092	\$74,436
39	IT Analyst - GIS	\$5,404	\$5,647	\$5,901	\$6,167	\$6,445	\$6,845	\$64,848	\$67,764	\$70,812	\$74,004	\$77,340	\$82,140
39	IT Analyst - Systems	\$5,404	\$5,647	\$5,901	\$6,167	\$6,445	\$6,845	\$64,848	\$67,764	\$70,812	\$74,004	\$77,340	\$82,140
44	IT Supervisor - Sysst./Help Desk	\$6,115	\$6,390	\$6,678	\$6,979	\$7,293	\$7,745	\$73,380	\$76,680	\$80,136	\$83,748	\$87,516	\$92,940
Clerk's Office		Monthly						Annual					
Grade	Position Title	A	B	C	D	E	F	A	B	C	D	E	F
45	City Clerk/Records Administrator	\$6,267	\$6,549	\$6,844	\$7,152	\$7,474	\$7,937	\$75,204	\$78,588	\$82,128	\$85,824	\$89,688	\$95,244
26	Deputy City Clerk	\$3,920	\$4,096	\$4,280	\$4,473	\$4,674	\$4,964	\$47,040	\$49,152	\$51,360	\$53,676	\$56,088	\$59,568
Human Resources		Monthly						Annual					
Grade	Position Title	A	B	C	D	E	F	A	B	C	D	E	F
51a	Manager			\$9,407						\$112,884			
29	Human Resources Technician	\$4,224	\$4,414	\$4,613	\$4,821	\$5,038	\$5,350	\$50,688	\$52,968	\$55,356	\$57,852	\$60,456	\$64,200
18	Admin Assistant I	\$3,217	\$3,362	\$3,513	\$3,671	\$3,836	\$4,074	\$38,604	\$40,344	\$42,156	\$44,052	\$46,032	\$48,888
Community Development		Monthly						Annual					
Grade	Position Title	A	B	C	D	E	F	A	B	C	D	E	F
58c	Director			\$11,333						\$135,996			
10	Graffiti Technician	\$2,639	\$2,758	\$2,882	\$3,012	\$3,148	\$3,343	\$31,668	\$33,096	\$34,584	\$36,144	\$37,776	\$40,116
24	Development Specialist	\$3,732	\$3,900	\$4,076	\$4,259	\$4,451	\$4,727	\$44,784	\$46,800	\$48,912	\$51,108	\$53,412	\$56,724
30	Permit Center Supervisor	\$4,329	\$4,524	\$4,728	\$4,941	\$5,163	\$5,483	\$51,948	\$54,288	\$56,736	\$59,292	\$61,956	\$65,796
31	CDBG Coordinator	\$4,437	\$4,637	\$4,846	\$5,064	\$5,292	\$5,620	\$53,244	\$55,644	\$58,152	\$60,768	\$63,504	\$67,440
32	Associate Planner	\$4,548	\$4,753	\$4,967	\$5,191	\$5,425	\$5,761	\$54,576	\$57,036	\$59,604	\$62,292	\$65,100	\$69,132
34	Inspector/Plans Examiner	\$4,778	\$4,993	\$5,218	\$5,453	\$5,698	\$6,051	\$57,336	\$59,916	\$62,616	\$65,436	\$68,376	\$72,612
35	Code Compliance Officer	\$4,898	\$5,118	\$5,348	\$5,589	\$5,841	\$6,203	\$58,776	\$61,416	\$64,176	\$67,068	\$70,092	\$74,436
36	Comb. Elect./Bldg. Inspector	\$5,019	\$5,245	\$5,481	\$5,728	\$5,986	\$6,357	\$60,228	\$62,940	\$65,772	\$68,736	\$71,832	\$76,284
38	Assistant Building Official	\$5,275	\$5,512	\$5,760	\$6,019	\$6,290	\$6,680	\$63,300	\$66,144	\$69,120	\$72,228	\$75,480	\$80,160
38	Senior Planner	\$5,275	\$5,512	\$5,760	\$6,019	\$6,290	\$6,680	\$63,300	\$66,144	\$69,120	\$72,228	\$75,480	\$80,160
41	Principal Planner	\$5,680	\$5,936	\$6,203	\$6,482	\$6,774	\$7,194	\$68,160	\$71,232	\$74,436	\$77,784	\$81,288	\$86,328
46	Building Official	\$6,425	\$6,714	\$7,016	\$7,332	\$7,662	\$8,137	\$77,100	\$80,568	\$84,192	\$87,984	\$91,944	\$97,644
46	Community Services Manager	\$6,425	\$6,714	\$7,016	\$7,332	\$7,662	\$8,137	\$77,100	\$80,568	\$84,192	\$87,984	\$91,944	\$97,644
46	Planning Manager	\$6,425	\$6,714	\$7,016	\$7,332	\$7,662	\$8,137	\$77,100	\$80,568	\$84,192	\$87,984	\$91,944	\$97,644
24	Admin Assistant II	\$3,732	\$3,900	\$4,076	\$4,259	\$4,451	\$4,727	\$44,784	\$46,800	\$48,912	\$51,108	\$53,412	\$56,724
18	Admin Assistant I	\$3,217	\$3,362	\$3,513	\$3,671	\$3,836	\$4,074	\$38,604	\$40,344	\$42,156	\$44,052	\$46,032	\$48,888
14	Office Technician II	\$2,915	\$3,046	\$3,183	\$3,326	\$3,476	\$3,692	\$34,980	\$36,552	\$38,196	\$39,912	\$41,712	\$44,304

2015 Salary Schedule

Court		Monthly						Annual					
Grade	Position Title	A	B	C	D	E	F	A	B	C	D	E	F
58g	Judge			\$11,786						\$141,437			
50a	Court Administrator			\$8,896						\$106,752			
39	Court Services Supervisor	\$5,404	\$5,647	\$5,901	\$6,167	\$6,445	\$6,845	\$64,848	\$67,764	\$70,812	\$74,004	\$77,340	\$82,140
Teamsters - Clerks		Monthly						Annual					
Grade	Position Title	A	B	C	D	E	F	A	B	C	D	E	F
c14	Court Clerk 1	\$3,033	\$3,161	\$3,294	\$3,434	\$3,577	\$3,836	\$36,396	\$37,932	\$39,528	\$41,208	\$42,924	\$46,032
e21	Court Clerk 2	\$3,606	\$3,758	\$3,918	\$4,084	\$4,255	\$4,590	\$43,272	\$45,096	\$47,016	\$49,008	\$51,060	\$55,080
Finance		Monthly						Annual					
Grade	Position Title	A	B	C	D	E	F	A	B	C	D	E	F
58b	Director			\$11,333						\$135,996			
21	Accounting Tech. I	\$3,466	\$3,622	\$3,785	\$3,955	\$4,133	\$4,389	\$41,592	\$43,464	\$45,420	\$47,460	\$49,596	\$52,668
24	Accounting Tech. II	\$3,732	\$3,900	\$4,076	\$4,259	\$4,451	\$4,727	\$44,784	\$46,800	\$48,912	\$51,108	\$53,412	\$56,724
36	Financial Analyst	\$5,019	\$5,245	\$5,481	\$5,728	\$5,986	\$6,357	\$60,228	\$62,940	\$65,772	\$68,736	\$71,832	\$76,284
44	Accounting Supervisor	\$6,115	\$6,390	\$6,678	\$6,979	\$7,293	\$7,745	\$73,380	\$76,680	\$80,136	\$83,748	\$87,516	\$92,940
Law		Monthly						Annual					
Grade	Position Title	A	B	C	D	E	F	A	B	C	D	E	F
58e	City Attorney			\$11,333						\$135,996			
58	Deputy City Attorney	\$8,642	\$9,031	\$9,437	\$9,862	\$10,306	\$10,945	\$103,704	\$108,372	\$113,244	\$118,344	\$123,672	\$131,340
24	Legal Assistant	\$3,732	\$3,900	\$4,076	\$4,259	\$4,451	\$4,727	\$44,784	\$46,800	\$48,912	\$51,108	\$53,412	\$56,724
29	Paralegal	\$4,224	\$4,414	\$4,613	\$4,821	\$5,038	\$5,350	\$50,688	\$52,968	\$55,356	\$57,852	\$60,456	\$64,200
29	Domestic Violence Legal Liaison	\$4,224	\$4,414	\$4,613	\$4,821	\$5,038	\$5,350	\$50,688	\$52,968	\$55,356	\$57,852	\$60,456	\$64,200
33	Lead Paralegal	\$4,662	\$4,872	\$5,091	\$5,320	\$5,559	\$5,904	\$55,944	\$58,464	\$61,092	\$63,840	\$66,708	\$70,848
38	Prosecutor	\$5,275	\$5,512	\$5,760	\$6,019	\$6,290	\$6,680	\$63,300	\$66,144	\$69,120	\$72,228	\$75,480	\$80,160
43	Chief Prosecutor	\$5,967	\$6,236	\$6,517	\$6,810	\$7,116	\$7,557	\$71,604	\$74,832	\$78,204	\$81,720	\$85,392	\$90,684
49	Assistant City Attorney	\$6,922	\$7,233	\$7,558	\$7,898	\$8,253	\$8,765	\$83,064	\$86,796	\$90,696	\$94,776	\$99,036	\$105,180
Parks		Monthly						Annual					
Grade	Position Title	A	B	C	D	E	F	A	B	C	D	E	F
58a	Director			\$11,333						\$135,996			
08	Lead Lifeguard	\$2,512	\$2,625	\$2,743	\$2,866	\$2,995	\$3,181	\$30,144	\$31,500	\$32,916	\$34,392	\$35,940	\$38,172
23	Aquatics Asst. Coordinator	\$3,642	\$3,806	\$3,977	\$4,156	\$4,343	\$4,612	\$43,704	\$45,672	\$47,724	\$49,872	\$52,116	\$55,344
23	Chef/Kitchen Supervisor	\$3,642	\$3,806	\$3,977	\$4,156	\$4,343	\$4,612	\$43,704	\$45,672	\$47,724	\$49,872	\$52,116	\$55,344
30	Athletics/Fitness Coordinator	\$4,329	\$4,524	\$4,728	\$4,941	\$5,163	\$5,483	\$51,948	\$54,288	\$56,736	\$59,292	\$61,956	\$65,796
30	Facility Services Coordinator	\$4,329	\$4,524	\$4,728	\$4,941	\$5,163	\$5,483	\$51,948	\$54,288	\$56,736	\$59,292	\$61,956	\$65,796
30	Recreation Coordinator	\$4,329	\$4,524	\$4,728	\$4,941	\$5,163	\$5,483	\$51,948	\$54,288	\$56,736	\$59,292	\$61,956	\$65,796
33	Recreation Coord. 2/Aquatics	\$4,662	\$4,872	\$5,091	\$5,320	\$5,559	\$5,904	\$55,944	\$58,464	\$61,092	\$63,840	\$66,708	\$70,848
38	Park & Facilities Supervisor	\$5,275	\$5,512	\$5,760	\$6,019	\$6,290	\$6,680	\$63,300	\$66,144	\$69,120	\$72,228	\$75,480	\$80,160
43	Community Center Manager	\$5,967	\$6,236	\$6,517	\$6,810	\$7,116	\$7,557	\$71,604	\$74,832	\$78,204	\$81,720	\$85,392	\$90,684
43	Dumas Bay Manager	\$5,967	\$6,236	\$6,517	\$6,810	\$7,116	\$7,557	\$71,604	\$74,832	\$78,204	\$81,720	\$85,392	\$90,684
43	Recreation Manager	\$5,967	\$6,236	\$6,517	\$6,810	\$7,116	\$7,557	\$71,604	\$74,832	\$78,204	\$81,720	\$85,392	\$90,684
43	Parks & Facilities Manager	\$5,967	\$6,236	\$6,517	\$6,810	\$7,116	\$7,557	\$71,604	\$74,832	\$78,204	\$81,720	\$85,392	\$90,684
24	Admin Assistant II	\$3,732	\$3,900	\$4,076	\$4,259	\$4,451	\$4,727	\$44,784	\$46,800	\$48,912	\$51,108	\$53,412	\$56,724
18	Admin Assistant I	\$3,217	\$3,362	\$3,513	\$3,671	\$3,836	\$4,074	\$38,604	\$40,344	\$42,156	\$44,052	\$46,032	\$48,888
14	Office Technician II	\$2,915	\$3,046	\$3,183	\$3,326	\$3,476	\$3,692	\$34,980	\$36,552	\$38,196	\$39,912	\$41,712	\$44,304

2015 Salary Schedule

Public Works		Monthly						Annual					
Grade	Position Title	A	B	C	D	E	F	A	B	C	D	E	F
58h	Director			\$12,333						\$147,996			
58	Deputy Public Works Director	\$8,642	\$9,031	\$9,437	\$9,862	\$10,306	\$10,945	\$103,704	\$108,372	\$113,244	\$118,344	\$123,672	\$131,340
26	Fleet Maintenance Coord.	\$3,920	\$4,096	\$4,280	\$4,473	\$4,674	\$4,964	\$47,040	\$49,152	\$51,360	\$53,676	\$56,088	\$59,568
28	Engineering Technician	\$4,121	\$4,306	\$4,500	\$4,703	\$4,915	\$5,220	\$49,452	\$51,672	\$54,000	\$56,436	\$58,980	\$62,640
28	SWM Engineering Technician	\$4,121	\$4,306	\$4,500	\$4,703	\$4,915	\$5,220	\$49,452	\$51,672	\$54,000	\$56,436	\$58,980	\$62,640
33	Construction Inspector	\$4,662	\$4,872	\$5,091	\$5,320	\$5,559	\$5,904	\$55,944	\$58,464	\$61,092	\$63,840	\$66,708	\$70,848
33	SWM Inspector	\$4,662	\$4,872	\$5,091	\$5,320	\$5,559	\$5,904	\$55,944	\$58,464	\$61,092	\$63,840	\$66,708	\$70,848
35	Engineering Plans Reviewer	\$4,898	\$5,118	\$5,348	\$5,589	\$5,841	\$6,203	\$58,776	\$61,416	\$64,176	\$67,068	\$70,092	\$74,436
35	Recycling Project Manager	\$4,898	\$5,118	\$5,348	\$5,589	\$5,841	\$6,203	\$58,776	\$61,416	\$64,176	\$67,068	\$70,092	\$74,436
36	SWM Water Quality Specialist	\$5,019	\$5,245	\$5,481	\$5,728	\$5,986	\$6,357	\$60,228	\$62,940	\$65,772	\$68,736	\$71,832	\$76,284
38	Street Systems Supervisor	\$5,275	\$5,512	\$5,760	\$6,019	\$6,290	\$6,680	\$63,300	\$66,144	\$69,120	\$72,228	\$75,480	\$80,160
38	SWM Maintenance Supervisor	\$5,275	\$5,512	\$5,760	\$6,019	\$6,290	\$6,680	\$63,300	\$66,144	\$69,120	\$72,228	\$75,480	\$80,160
39	Solid Waste & Recycling Coord	\$5,404	\$5,647	\$5,901	\$6,167	\$6,445	\$6,845	\$64,848	\$67,764	\$70,812	\$74,004	\$77,340	\$82,140
40	SW Quality Program Coord.	\$5,539	\$5,788	\$6,048	\$6,320	\$6,604	\$7,013	\$66,468	\$69,456	\$72,576	\$75,840	\$79,248	\$84,156
40	Sr. Engineering Plans Reviewer	\$5,539	\$5,788	\$6,048	\$6,320	\$6,604	\$7,013	\$66,468	\$69,456	\$72,576	\$75,840	\$79,248	\$84,156
44	Street Systems Engineer	\$6,115	\$6,390	\$6,678	\$6,979	\$7,293	\$7,745	\$73,380	\$76,680	\$80,136	\$83,748	\$87,516	\$92,940
44	SWM Engineer	\$6,115	\$6,390	\$6,678	\$6,979	\$7,293	\$7,745	\$73,380	\$76,680	\$80,136	\$83,748	\$87,516	\$92,940
49	Senior Traffic Engineer	\$6,922	\$7,233	\$7,558	\$7,898	\$8,253	\$8,765	\$83,064	\$86,796	\$90,696	\$94,776	\$99,036	\$105,180
49	Sr. Transportation Planning Eng.	\$6,922	\$7,233	\$7,558	\$7,898	\$8,253	\$8,765	\$83,064	\$86,796	\$90,696	\$94,776	\$99,036	\$105,180
49	SS Project Engineer	\$6,922	\$7,233	\$7,558	\$7,898	\$8,253	\$8,765	\$83,064	\$86,796	\$90,696	\$94,776	\$99,036	\$105,180
49	SWM Project Engineer	\$6,922	\$7,233	\$7,558	\$7,898	\$8,253	\$8,765	\$83,064	\$86,796	\$90,696	\$94,776	\$99,036	\$105,180
54	City Traffic Engineer	\$7,828	\$8,180	\$8,548	\$8,933	\$9,335	\$9,914	\$93,936	\$98,160	\$102,576	\$107,196	\$112,020	\$118,968
54	Surface Water Manager	\$7,828	\$8,180	\$8,548	\$8,933	\$9,335	\$9,914	\$93,936	\$98,160	\$102,576	\$107,196	\$112,020	\$118,968
24	Admin Assistant II	\$3,732	\$3,900	\$4,076	\$4,259	\$4,451	\$4,727	\$44,784	\$46,800	\$48,912	\$51,108	\$53,412	\$56,724
18	Admin Assistant I	\$3,217	\$3,362	\$3,513	\$3,671	\$3,836	\$4,074	\$38,604	\$40,344	\$42,156	\$44,052	\$46,032	\$48,888
Teamsters - Maintenance		Monthly						Annual					
m14	Custodian - Community Center	\$2,961	\$3,094	\$3,234	\$3,379	\$3,531	\$3,749	\$35,532	\$37,128	\$38,808	\$40,548	\$42,372	\$44,988
m22	Maintenance Worker I	\$3,744	\$3,914	\$4,089	\$4,272	\$4,466	\$4,697	\$44,928	\$46,968	\$49,068	\$51,264	\$53,592	\$56,364
m26	Maintenance Worker II	\$4,135	\$4,320	\$4,515	\$4,718	\$4,929	\$5,236	\$49,620	\$51,840	\$54,180	\$56,616	\$59,148	\$62,832
m26	Aquatic Facility Operator	\$4,135	\$4,320	\$4,515	\$4,718	\$4,929	\$5,236	\$49,620	\$51,840	\$54,180	\$56,616	\$59,148	\$62,832
Police Department		Monthly						Annual					
Grade	Position Title	A	B	C	D	E	F	A	B	C	D	E	F
58d	Police Chief			\$12,654						\$151,848			
28	Police Property/Evidence Cust.	\$4,121	\$4,306	\$4,500	\$4,703	\$4,915	\$5,220	\$49,452	\$51,672	\$54,000	\$56,436	\$58,980	\$62,640
29	Records Supervisor	\$4,224	\$4,414	\$4,613	\$4,821	\$5,038	\$5,350	\$50,688	\$52,968	\$55,356	\$57,852	\$60,456	\$64,200
31	Executive Assistant	\$4,437	\$4,637	\$4,846	\$5,064	\$5,292	\$5,620	\$53,244	\$55,644	\$58,152	\$60,768	\$63,504	\$67,440
37	Records Administrator	\$5,144	\$5,375	\$5,617	\$5,870	\$6,134	\$6,514	\$61,728	\$64,500	\$67,404	\$70,440	\$73,608	\$78,168
50	Civilian Operations Manager	\$7,092	\$7,411	\$7,744	\$8,092	\$8,456	\$8,980	\$85,104	\$88,932	\$92,928	\$97,104	\$101,472	\$107,760
51c	Police Commander	\$8,013	\$8,374	\$8,751	\$9,145	\$9,557	\$10,150	\$96,156	\$100,488	\$105,012	\$109,740	\$114,684	\$121,800
55d	Deputy Police Chief			\$11,670						\$140,040			
18	Admin Assistant I	\$3,217	\$3,362	\$3,513	\$3,671	\$3,836	\$4,074	\$38,604	\$40,344	\$42,156	\$44,052	\$46,032	\$48,888
Lieutenant's		Monthly						Annual					
145	Police Lieutenant	\$7,974	\$8,548	\$9,163				\$95,688	\$102,576	\$109,956			
Police Support Services Assoc		Monthly						Annual					
a18	Customer Service Specialist	\$3,372	\$3,513	\$3,661	\$3,815	\$3,977	\$4,265	\$40,464	\$42,156	\$43,932	\$45,780	\$47,724	\$4,265
a18	Records Specialist	\$3,372	\$3,513	\$3,661	\$3,815	\$3,977	\$4,265	\$40,464	\$42,156	\$43,932	\$45,780	\$47,724	\$4,265
a18	Administrative Assistant I	\$3,372	\$3,513	\$3,661	\$3,815	\$3,977	\$4,265	\$40,464	\$42,156	\$43,932	\$45,780	\$47,724	\$4,265
a20	Property/Evidence Tech	\$3,538	\$3,689	\$3,847	\$4,008	\$4,176	\$4,476	\$42,456	\$44,268	\$46,164	\$48,096	\$50,112	\$4,476
a24	Animal Services Officer	\$3,928	\$4,096	\$4,269	\$4,449	\$4,638	\$4,970	\$47,136	\$49,152	\$51,228	\$53,388	\$55,656	\$4,970
a30	CALEA/Volunteer Coordinator	\$4,510	\$4,703	\$4,901	\$5,108	\$5,323	\$5,705	\$54,120	\$56,436	\$58,812	\$61,296	\$63,876	\$5,705
a30	Crime Analyst /Prevention Specialist	\$4,510	\$4,703	\$4,901	\$5,108	\$5,323	\$5,705	\$54,120	\$56,436	\$58,812	\$61,296	\$63,876	\$5,705
a30	Quartermaster	\$4,510	\$4,703	\$4,901	\$5,108	\$5,323	\$5,705	\$54,120	\$56,436	\$58,812	\$61,296	\$63,876	\$5,705
a32	Crime Analyst /Prevention Prg. Coord.	\$4,739	\$4,937	\$5,144	\$5,361	\$5,585	\$5,988	\$56,868	\$59,244	\$61,728	\$64,332	\$67,020	\$5,988
Police Guild		Monthly						Annual					
g32	Police Officer	\$4,872	\$5,115	\$5,555	\$6,022	\$6,536	\$6,947	\$58,464	\$61,380	\$66,660	\$72,264	\$78,432	\$83,364

2015 Fee Schedule

TYPE OF FEE	2015 Fee
SECTION ONE. ANIMAL LICENSE AND OTHER FEES.	
Unaltered Cat license per year	\$60.00
Unaltered Dog license per year	\$60.00
Altered Cat:	
Altered Cat license for one year	\$20.00
Altered Cat license for two year	\$35.00
Altered Cat license for three year	\$50.00
Altered Dog:	
Altered Dog license for one year	\$25.00
Altered Dog license for two year	\$45.00
Altered Dog license for three year	\$65.00
Permanent License (owners 65 years of age and older) - if Altered	No Fee
Permanent License (disabled) - if Altered	No Fee
Other Fees:	
Replacement Tag	\$2.00
Impound Redemption:	
First Impound	\$25.00
Second Impound (mandatory spay/neuter)	\$50.00
Third Impound	\$75.00
24 Hour Retention	\$10/day
Additional License Fee (for unlicensed dogs/cats impounded)	\$50.00
Hobby Kennel/Hobby Cattery (Plus each individual animal must be licensed)	\$50.00
SECTION TWO. ADULT ENTERTAINMENT.	
Operator License (in addition to business license)	\$525.00
<i>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.</i>	
Manager or Entertainer License	\$75.00
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%
31 - 60 days past due	50%
61 and over days past due	100.00%

2015 Fee Schedule

TYPE OF FEE		2015 Fee
SECTION THREE. BUSINESS REGISTRATION.		
General Business License:		
	New Business, all categories unless otherwise identified herein	\$75.00
	Business Renewal	\$50.00
	Temporary Business License	\$50.00
	Duplicate Registration (replacement)	\$15.00
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	\$525.00
	Renewal	\$125.00
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	\$525.00
	Renewal	\$50.00
Adult Entertainment Establishments:		
	New Business, Expansion, or Change of Ownership	\$525.00
	Renewal	\$125.00
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.	

2015 Fee Schedule

TYPE OF FEE	2015 Base	2015 Fee
SECTION FOUR. CONSTRUCTION PERMITS		
PERMIT FEES		
A. BUILDING		
The Building, Mechanical, Plumbing, Electrical and Sign Permit fees are calculated by applying Valuation Table A to the value of the work proposed.		
The value of the work shall be determined by using Building Value Data as published and further updated by the International Building Code or by submission of a written project bid subject to approval by the Building Official.		
VALUATION TABLE A		
\$1 to \$500		\$36.00
For each additional \$100 or fraction thereof up to and including \$2,000	\$36, Plus	\$4.50
For each additional \$1,000 or fraction thereof up to and including \$25,000	\$103.5, Plus	\$21.50
For each additional \$1,000 or fraction thereof up to and including \$50,000	\$598, Plus	\$15.50
For each additional \$1,000 or fraction thereof up to and including \$100,000	\$985.5, Plus	\$10.50
For each additional \$1,000 or fraction thereof up to and including \$500,000	\$1510.5, Plus	\$8.50
For each additional \$1,000 or fraction thereof up to and including \$1,000,000	\$4910.5, Plus	\$7.00
For each additional \$1,000 or fraction thereof over \$1,000,000	\$8410.5, Plus	\$5.50
Note: Additional fees will apply to a permit, as noted here:		
All development permits are charged an automation fee. See Section Four, I for details.		
All building permits are charged an SBCC surcharge. See Section Four, I for details.		
Some building permits require plan review. See Section Four, G for details.		
Some building permits require plumbing fees. See Section Four, D for details.		
Some building permits require mechanical fees. See Section Four, C for details.		
Some building permits require a digitizing fee. See Section Four, I for details.		
Some building permits require an impact fee. See Section Sixteen for details.		
Some building permits require zoning review. See Section Eight, B for details.		
Some building permits require a South King Fire fee. See Section Six for details.		
B. DEMOLITION		
Permit Fee is based total project demolition valuation. See Section Four, A, Valuation Table A to calculate fees.		
C. MECHANICAL		
General permit fees are based on total installation valuation. See Section Four, A, Valuation Table A to calculate fees.		
Permit and plan review fees for a New Single-Family Residence is a flat fee of		\$350.00
D. PLUMBING		
General permit fees are based on total installation valuation. See Section Four, A, Valuation Table A to calculate fees.		
Permit and plan review fees for a New Single-Family Residence is a flat fee of		\$350.00
E. ELECTRICAL		
Permit fee is based on total installation valuation. See Section Four, A, Valuation Table A to calculate fees		

2015 Fee Schedule

TYPE OF FEE	2015 Base	2015 Fee
SECTION FOUR. CONSTRUCTION PERMITS (continued)		
F. SIGN		
(1) Permanent sign.		
Permit fee is based on <u>total</u> construction installation valuation. See Section Four, A, Valuation Table A to calculate fee.		
The total permit fee ¹ for electrical signs includes an electrical connection fee, as follows:		
First sign	\$60.50	
Each additional sign on same application		\$28.50
The total permit fee ¹ includes a per sign planning surcharge, as follows:		
First sign	\$42.50	
Each additional sign on same application		\$17.00
<i>Note 1. Fee is based on actual hourly personnel costs.</i>		
(2) Temporary sign. Note: temporary signs are by separate permit.		
Permit fee		\$42.50
G. PLAN REVIEW FEES		
The specified plan review fees are separate from and in addition to the permit fees and are collected at application submittal .		
Building permit: 65% of the building permit fee		
Mechanical permit: 65% of the mechanical permit fee		
Plumbing permit: 65% of the plumbing permit fee		
Sign permit: 65% of the sign permit fee		
Electrical permit: 65% of the electrical permit		
Commercial building permits ONLY: 15% of permit fee goes to South King Fire & Rescue plan review		
Additional plan review required by changes / additions / revisions to plans, per hour or portion thereof ¹		\$58.00
Outside consultant plan review		Actual Costs
<i>Note 1. Fee is based on actual hourly personnel costs.</i>		
Note: Fire prevention system plan review fees are found in Section Six, Fire Code-Annual Permits fee section.		
H. ADDITIONAL OR SPECIAL INSPECTIONS		
<i>The following fees are separate from and in addition to the permit fees and are collected in advance of work performed.</i>		
1. Reinspection ⁺⁺⁺ (second and subsequent reinspections) (Hourly Rate ¹)		\$58.00
2. Inspections for which no fee is specifically indicated (1-hour minimum) ⁺⁺ (Hourly Rate ¹)		\$58.00
3. Inspections outside of normal business hours (2-hour minimum) ⁺⁺ (Hourly Rate ¹)		\$86.50
4. Weekend, holiday, and emergency call-out inspections (4-hour minimum) ⁺⁺ (Hourly Rate ¹)		\$86.50
5. Inspections performed by outside consultants ⁺⁺⁺		Actual Costs
<i>Note 1. Fee is based on actual hourly personnel costs.</i>		

2015 Fee Schedule

TYPE OF FEE	2015 Fee
SECTION FOUR. CONSTRUCTION PERMITS (continued)	
I. MISCELLANEOUS PERMIT-RELATED FEES	
Adult family home facility inspection (3 hour minimum, Hourly Rate ¹)	\$58.00
Automation (applies to all land use and development permits)	\$20.00
Digitizing, for single-family plans not submitted in digitized form	\$39.50
Digitizing, for commercial and multi-family plans not submitted in digitized form	\$118.50
Over-The-Counter (OTC) permit and review ¹	\$58.00
Permits expired up to 360 days past expiration date or past date of last inspections are subject to Building Official's discretion. The renewal fee is one-half the original permit fee.	
State Building Code Council (SBCC) surcharge	\$4.50
For each additional multi-family housing unit on the same permit	\$2.00
Single-family solar panel/sytem permit fee	\$250.00
<i>Note 1. Fee is based on actual hourly personnel costs.</i>	
J. REFUNDS	
Permit applications: The Building Official may authorize the refunding of not more than 80% of the permit plan review fees paid, provided the applicant presents a written request to withdraw the application prior to the commencement of staff review. The automation fees are non-refundable. [NOTE: The Building Official does not have purview over another department's or jurisdiction's fees. Please apply for other potential refunds separately, if applicable.]	
Issued permits: The Building Official may authorize the refunding of not more than 80% of other, non-plan review-related building permit fees paid, provided the applicant presents a written request to cancel the permit prior to the commencement of any construction work covered by the permit and/or prior to the completion of any inspections by City staff. The automation fees are non-refundable. [NOTE: The Building Official does not have purview over another department's or jurisdiction's fees. Please apply for other potential refunds separately, if applicable.]	
K. PENALTIES	
Any person who shall commence any work for which a permit is required by this Code without first having obtained a permit may be required to pay double the permit fee fixed by this section for such work. Such double permit fee shall be in addition to any penalty for a violation of the provisions of this Code.	

2015 Fee Schedule

TYPE OF FEE	2015 Fee
SECTION FIVE. FALSE ALARMS.	
False Alarm Fee	
Burglary	
1st and 2nd false alarms in a registration year (July 1 - June 30)	Free
3rd false alarms in a registration year (July 1 - June 30), each alarm	\$50.00
4th false alarms in a registration year (July 1 - June 30), each alarm	\$100.00
5th false alarms in a registration year (July 1 - June 30), each alarm	\$150.00
6th and successive false alarms in a registration year (July 1 - June 30), each alarm	\$200.00
Robbery	
1st and 2nd false alarms in a registration year (July 1 - June 30)	Free
3rd false alarms in a registration year (July 1 - June 30), each alarm	\$75.00
4th false alarms in a registration year (July 1 - June 30), each alarm	\$150.00
5th false alarms in a registration year (July 1 - June 30), each alarm	\$225.00
6th and successive false alarms in a registration year (July 1 - June 30), each alarm	\$300.00
Registration Fee	
Late Registration Fee Penalty	\$25.00
Late False Alarm Payment Penalty	\$50.00
Late False Alarm Payment Penalty	\$25.00
Appeal Hearing Cancellation Fee	\$10.00
SECTION SIX. FIRE CODE-ANNUAL PERMITS.	
	Initial Appl.
Fire Department Review and Inspection of Building Permits	15% of Building Permit Fee, min \$74.50
Fire Prevention System Permits	
Permit Fee (based on valuation)	Per IBC Section 108.2
Plan Review Fee	65% of FPS Permit Fee
<i>Note: City retains \$30.00 of total fee for processing</i>	
SECTION SEVEN. FIREWORKS.	
Public Display Permit (together with \$100.00 cash bond)	\$100.00

2015 Fee Schedule

TYPE OF FEE	2015 Fee
SECTION EIGHT, LAND USE	
A. PRINCIPAL LAND USE AND SUBDIVISION-RELATED FEES:	
A. Boundary Line Adjustment, Plus:	\$882.50
Fire Review @ 5%	\$44.50
Public Works Review	\$478.50
Binding Site Plan, Plus:	\$1,340.00
Fire Review @ 5%	\$64.50
Public Works Review	\$847.00
Lot Line Elimination	\$172.50
Plat, Preliminary, Plus:	\$3,977.00
Per Acre Fee	\$79.50
Fire Review @ 5%	\$198.50
Public Works Review	\$3,261.00
Plat, Final, Plus:	\$1,680.00
Public Works Review	\$1,232.50
Plat, Short, Plus:	\$1,340.00
Fire Review @ 5%	\$64.50
Public Works Review	\$847.00
Pre-Application Meeting	\$458.00
Process 1 - Director's Approval for interpretations	no charge
Process 1 - Other minor site review , per hour	\$62.00
Process 2 - Site Plan Review [Base Land Use Fee], Plus:	\$1,083.00
over 25,000 sq.ft	\$344.50
over 50,000 sq.ft	\$603.00
over 100,000 sq.ft	\$862.50
Fire Review @ 5%	\$54.50
Public Works Review	\$916.00
Process 3 - Project Approval [Base Land Use Fee], Plus:	\$1,277.50
over 25,000 sq.ft	\$344.50
over 50,000 sq.ft.	\$603.00
over 100,000 sq.ft.	\$861.00
Fire Review @ 5%	\$64.00
Public Works Review	\$911.50
Process 3 - Applications (for radio tower & antenna structures for use by amateur radio operators required by Federal Way City Code, Section 22-1047(3)), Plus:	\$172.50
Fire Review @ 5%	\$9.00

2015 Fee Schedule

TYPE OF FEE	2015 Fee
SECTION EIGHT, LAND USE. (continued)	
Process 4 - Hearing Examiner's Decision , including variances [Base Land Use Fee], Plus:	\$2,306.00
Fire Review @ 5%	\$115.50
Public Works Review	\$1,244.00
Process 4 - Residential Variance [Base Land Use Fee], Plus:	\$861.00
Fire Review @ 5%	\$43.00
Process 5 - Quasi-Judicial Rezones [Base Land Use Fee], Plus:	
From one RS designation to another RS designation	\$775.50
Per Acre	\$430.50
Maximum	\$18,955.00
From one RM designation to another RM designation	\$1,120.00
Per Acre	\$1,378.50
Maximum	\$29,984.00
Process 5 - Comprehensive Plan Amendments [Base Land Use Fee], Plus:	\$861.00
Per Acre	\$85.50
Process 6 - Comprehensive Plan Amendments, Plus:	\$861.00
Per Acre	\$85.50
Public Notice Fee (for each required published notice)	\$145.00
SEPA City Center Planned Action , Plus:	\$147.50
Fire Review Fee @ 5%	\$7.00
Public Works Review	\$147.50
SEPA Environmental Checklist Only , Plus:	\$1,043.00
Fire Review Fee @ 5%	\$49.50
Public Works Review	\$507.00
SEPA Checklist as Part of Project , Plus:	\$522.00
Fire Review Fee @ 5%	\$25.00
Public Works Review	\$253.50
Shoreline Permit , [Base Land Use Fee], Plus:	\$1,537.50
over \$15,000 value	\$690.00
over \$50,000 value	\$2,068.00
over \$100,000 value	\$3,791.00
over \$500,000 value	\$7,582.50
over \$1,000,000 value	\$11,372.00
Public Works Review	\$909.00

2015 Fee Schedule

TYPE OF FEE	2015 Fee
SECTION EIGHT LAND USE (continued)	
Shoreline Conditional Use Permit, Plus:	\$3,652.00
Public Works Review	\$2,205.50
Shoreline (Exemption Determination)	\$85.50
Shoreline Variance, Plus:	\$2,634.50
Public Works Review	\$1,242.50
Zoning Compliance Review -- C-O-U	\$148.00
B. MISCELLANEOUS LAND USE FEES:	
Accessory Dwelling Units	\$172.50
Appeals	\$120.50
Appeal of Administrative Decision	\$182.50
Appeal of Hearing Examiner Decision	\$172.50
Appeal of Notice of Violation	\$100.00
Appeal of SEPA Determination	\$120.50
Automation fee (Applies to all Land Use and Development permits)	\$20.00
In-Home Day Care Facilities:	
12 or fewer attendees	\$51.00
Miscellaneous Zoning/Subdivision Fees	
Extension requests and general zoning/subdivision review not otherwise covered by this schedule ⁴ (1-hour minimum)	\$62.00/ hr
Zoning inquiries and determinations	\$100.00
Notes:	
1. Appeal Fee shall be reimbursed in the event the reviewing authority determines that the appellant has substantially prevailed in the appeal action.	
2. The fire district administrative review fee in an amount equal to 5% of the land use fee imposed is charged and collected by the City and paid to the fire district.	
3. 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.	
4. Fee is based on estimated hourly staff costs.	
C. 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 Director of Community and Economic Development 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 the application. The refund amount shall be determined at the Director's discretion and be based on the amount of staff resources utilized at the time of the request.	
D. MULTIPLE FEES	
When multiple land use fees are required for the same project, the highest fee shall be charged at full cost and each additional fee shall be charged at 25% of listed cost. Exceptions: 1) If a land use permit is required in conjunction with a subdivision application (preliminary plat, short subdivision or binding site plan), full fees for both types of permit shall be charged. 2) SEPA fees shall be charged at the full rate shown.	

2015 Fee Schedule

TYPE OF FEE		2015 Fee
SECTION NINE. MISCELLANEOUS.		
Miscellaneous Review, Inspection or other Activity (Land Use, Public Works & Building Permit Services):		
	Any public works, land use or building permit-related review, inspection or other activity not covered by the fee schedule, if performed by a City employee, is based on actual hourly cost, plus benefits of 30%, plus overhead of 25%. Any private or public professional services contract needed will be billed 100%, plus 10% billing and administrative charges.	
Maps, Plats, Miscellaneous		Cost + 10%
Photocopies, Black and White Per Page		\$0.15
Photocopies, Color Per Page		\$0.25
Scanning Per Page		\$0.15
D Size Rolled Plan Copies, Per Sheet		\$5.00
E Size Rolled Plan Copies, Per Sheet		\$7.00
Audio Duplication, Per CD		\$10.00
Video Duplication, Per DVD		\$25.00
Clerk's Certification		\$5.00
Facsimile Usage (incoming/outgoing) 1st Page		\$3.00
each additional page		\$1.00
Bound Printed Documents		Actual Cost
GIS Map and Data Requests *:		
	8 1/2 by 11 - Paper - Color	\$4.00
	8 1/2 by 11 - Paper - Black & White	\$3.00
	8 1/2 by 11 - Mylar - Color	\$5.00
	8 1/2 by 11 - Mylar - Black & White	\$4.00
	11 by 17 - Paper - Color	\$5.00
	11 by 17 - Paper - Black & White	\$4.00
	11 by 17 - Mylar - Color	\$6.00
	11 by 17 - Mylar - Black & White	\$5.00
	Up to 34 by 44 - Paper - Color	\$10.00
	Up to 34 by 44 - Paper - Black & White	\$7.00
	Up to 34 by 44 - Mylar - Color	\$37.00
	Up to 34 by 44 - Mylar - Black & White	\$31.00
	3 1/2 Floppy Disk or CD ROM (per disk/CD)	\$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
	Computer Usage, Per Hour	\$15.00
Note: Staff time and computer usage will only be charged on requests for custom products.		

2015 Fee Schedule

TYPE OF FEE		2015 Fee
SECTION TEN. PARK AND CITY FACILITY USE FEES		
Steel Lake Picnic Rentals & Special Events		
Picnic Rentals		
For Residents		
Reservations are from 10:00 am - 4 pm- Additions hours charged after 4 pm		
#1	Steel Lake Park Covered Area - Tables 12/Capacity 120/BBQ 2	
	Groups 1-80/Season Rate	\$60.00
	Groups 1-80/Off - Season Rate	\$45.00
	After 4 P.M. - add \$15/hr for both Season and Off-Season	
	Groups 81-120/Season Rate	\$90.00
	Groups 81-120/Off - Season Rate	\$68.00
	After 4 P.M. - add \$25/hr for both Season and Off-Season	
#2	Steel Lake Park - Tables 8/Capacity 80/BBQ 2	
	Season Rate	\$60.00
	Off-Season Rate	\$45.00
	After 4 P.M. - add \$15/hr for both Season and Off-Season	
#3	Steel Lake Park - Tables 8/Capacity 80/BBQ 2	
	Season Rate	\$60.00
	Off-Season Rate	\$45.00
	After 4 P.M. - add \$15/hr for both Season and Off-Season	
#4	Steel Lake Park - Tables 8/Capacity 80/BBQ 1	
	Season Rate	\$60.00
	Off-Season Rate	\$45.00
	After 4 P.M. - add \$15/hr for both Season and Off-Season	
#5	Steel Lake Park - Tables 12/Capacity 120/BBQ 1/small ballpark	
	Groups 1-80/Season Rate	\$60.00
	Groups 1-80/Off - Season Rate	\$45.00
	After 4 P.M. - add \$15/hr for both Season and Off-Season	
	Groups 81-120/Season Rate	\$90.00
	Groups 81-120/Off - Season Rate	\$68.00
	After 4 P.M. - add \$25/hr for both Season and Off-Season	
	*Season rates applies May-Oct and Off-season rate applies Nov-April	
For Non-Residents ALL year round		
Reservations are from 10:00 am - 4 pm- Additions hours charged after 4 pm		
#1	Steel Lake Park Covered Area - Tables 12/Capacity 120/BBQ 2	
	Groups 1-80	\$90.00
	After 4 P.M. - add \$22/hr	
	Groups 81-120/	\$135.00
	After 4 P.M. - add \$27hr	
#2	Steel Lake Park - Tables 8/Capacity 80/BBQ 2	\$90.00
	After 4 P.M. - add \$20/hr	
#3	Steel Lake Park - Tables 8/Capacity 80/BBQ 2	\$90.00
	After 4 P.M. - add \$20/hr	
#4	Steel Lake Park - Tables 8/Capacity 80/BBQ 1	\$90.00
	After 4 P.M. - add \$20/hr	
#5	Steel Lake Park - Tables 12/Capacity 120/BBQ 1/small ballpark	
	Groups 1-80	\$90.00
	After 4 P.M. - add \$22/hr	
	Groups 81-120/	\$135.00
	After 4 P.M. - add \$27/hr	
	*Note: Groups over 120 require a Special Events Permits and subject to a different fee schedule and requirements.	

2015 Fee Schedule

TYPE OF FEE		2015 Fee
SECTION TEN. PARK AND CITY FACILITY USE FEES.		
Special Events		
For Residents		
Group Size:		
50 or less		
Season Permit		\$50.00
Off-Season Permit		\$38.00
51-150		
Season Permit		\$100.00
Off-Season Permit		\$75.00
151-250		
Season Permit		\$150.00
Off-Season Permit		\$113.00
*Season rates applies May-Oct and Off-season rate applies Nov-April		
For Non-Residents ALL year round		
Group Size:		
50 or less		
Permit		\$75.00
51-150		
Permit		\$150.00
For Non-Residents ALL year round - continued		
Group Size:		
151-250		
Permit		\$225.00
Damage Deposit		
Group Size:		
1-250		\$100.00
251-500		\$200.00
501-800		\$300.00
800-1000		\$400.00
Refundable if no damage on-site		
Additional charges on ALL permits/reservations:		
City-supplied additional tables/ \$10 ea		
City-supplied additional trash cans/\$5 ea		
Electricity (if on-site)/\$20 for 4 hours or \$50 for day (10 hr max)		
City Hall Room Rentals		
Council Chambers (per hour)		\$60.00
Non-Council Chamber Meeting Rooms (per hour)		\$30.00

2015 Fee Schedule

TYPE OF FEE		2015 Fee
SECTION ELEVEN. PAWNBROKER.		
	Pawnbroker License	\$325.00
	Secondhand Dealer License	\$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:	
	Late Penalty: - Continued	
	8 - 30 days past due	25%
	31 - 60 days past due	50%
	61 and over days past due	\$1.00
SECTION TWELVE. PUBLIC DANCE AND DANCE HALL.		
	Annual Fee	\$175.00
	Annual fee after July 1	\$100.00
	Per Event or Limited Permit, per day	\$50.00
	Renewal late charge fee	\$75.00
	Processing fee for applications received less than 30 days from the event	\$75.00
	Litter control security deposit - cash or bond	\$1,000.00
	Appeal fee	\$75.00

2015 Fee Schedule

TYPE OF FEE	2015 Fee
SECTION THIRTEEN. PUBLIC WORKS.	
A. Building Moving and Oversize/Overweight vehicle Permit.	
1. Building moving through City	\$85.50
2. Building moving into or within City	\$85.50
Pre-move inspection, the higher of actual cost or	\$203.00
3. Oversize/overweight vehicle permit	\$85.50
B. Street and/or Easement Vacation Application	
1-300 lineal feet	\$833.50
every 100 lineal feet thereafter, per 100 LF	\$85.50
C. Right-of-Way Use Permit, includes 1 inspection	
1. Individual single family homeowner applications	\$189.00
2. All other applications	\$262.50
3. Supplement plan review fee for any and all permits, per hour	\$68.50
4. Supplement construction inspection for any and all permits, per hour	\$61.00
5. Inspection outside of normal business hours (at standard Inspection rate times 1.5)	\$110.50
6. Weekend, holiday, and emergency call out inspection	(4 hours minimum)
7. Re-inspection	\$110.50
8. Job start penalty fee	\$120.00
D. Right-of-Way Code Variance Request, plus recording fee *	\$85.50
E. Development Review Fee.	
1. Single Family	\$68.50
2. Short Subdivisions Construction Plans (Up to 8 hours of review time)	\$549.50
a. Supplemental plan review/construction service fee, per hour	\$68.50
b. Construction Inspection Fee, per hour	\$61.00
3. Subdivisions and Commercial/Industrial Developments	\$824.50
Construction Plans (up to 12 hours of review time)	
a. Supplemental plan review/construction service fee, per hour	\$68.50
b. Construction Inspection Fee, per hour	\$61.00
F. Concurrency	
Trips generated:	
- If less than 10 times (4 hours)	\$344.50
- If between 10 and 50 times (16 hours)	\$1,584.50
- If between 50 and 500 times (32 hours)	\$3,374.50
- If greater than 500 times (48 hours)	\$5,576.50
G. 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 FOURTEEN. RIGHT-OF-WAY ACTIVITY.	
Right of Way Activity Permit Fee	\$42.50

2015 Fee Schedule

TYPE OF FEE		2015 Fee
SECTION FIFTEEN. TAXICABS.		
Pursuant to King County Fee Schedule		
SECTION SIXTEEN. PUBLIC BATHHOUSE BUSINESSES.		
PUBLIC BATHHOUSE BUSINESSES:		
1.	Public Bathhouse Business (in addition to business license)	\$75.00
2.	Bathhouse Attendant	\$75.00
3.	Bathhouse Manager	\$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%
	31 - 60 days past due	50%
	61 and over days past due	\$1.00
<i>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.</i>		

2015 Fee Schedule

TYPE OF FEE	2015 Fee
SECTION SEVENTEEN. IMPACT MITIGATION.	
School Impact Fee:	
Single-Family Residences, per dwelling unit	\$4,464.00
Plus City Administrative Fee @ 5%	\$223.00
Multi-Family Residences, per dwelling unit	\$1,562.00
Plus City Administrative Fee @ 5%	\$78.00
Traffic Impact Fee	
Land Use	
A. Residential	
Single Family (Detached) per dwelling	\$3,111.94
Multi-Family per dwelling	\$2,019.46
Senior Housing per dwelling	\$764.12
Mobile Home in MH Park per dwelling	\$1,454.29
B. Commerical - Services	
Drive-in Bank per sf/GFA	\$20.46
Hotel per room	\$2,077.56
Motel per room	\$1,655.01
Day Care Center per sf/GFA	\$16.45
Library per sf/GFA	\$8.19
Post Office per sf/GFA	\$12.48
Service Station per VFP	\$8,302.85
Service Station with Minimart per sf/GFA	\$43.59
Auto Care Center per sf/GLA	\$4.58
Movie Theater per seat	\$120.47
Health Club per sf/GFA	\$7.23
C. Commercial - Institutional	
Elementary School per st/GFA	\$1.45
Middle/Jr High School per st/GFA	\$2.26
High School per st/GFA	\$2.53
Assisted Living, Nursing Home per bed	\$542.28
Church per sf/GFA	\$1.79
Hospital per sf/GFA	\$3.21
D. Commercial - Restaurant	
Restaurant per sf/GFA	\$13.45
High Turnover Restaurant per sf/GFA	\$13.55
Fast Food Restaurant per sf/GFA	\$29.79
Espresso with Drive-Through per sf/GFA	\$26.41

2015 Fee Schedule

TYPE OF FEE		2015 Fee
SECTION SEVENTEEN, IMPACT MITIGATION. (continued)		
E.	Commercial - Retail Shopping	
	Shopping Center per sf/GLA	\$5.01
	Supermarket per sf/GFA	\$14.56
	Convenience Market per sf/GFA	\$26.99
	Free Standing Discount Store per sf/GFA	\$6.04
	Hardware/Paint Store per sf/GFA	\$2.90
	Specialty Retail Center per sf/GFA	\$2.03
	Furniture Store per sf/GFA	\$0.40
	Home Improvement Superstore per sf/GFA	\$3.07
	Pharmacy with Drive-Through per sf/GFA	\$7.74
	Car Sales -New/ Used per sf/GFA	\$7.30
F.	Commercial - Office	
	General Office per sf/GFA	\$4.72
	Medical Office per sf/GFA	\$9.14
G.	Industrial	
	Light Industry/Manufacturing per sf/GFA	\$3.42
	Heavy Industry per sf/GFA	\$2.39
	Industrial Park per sf/GFA	\$3.03
	Mini-Warehouse/Storage per sf/GFA	\$0.92
	Warehousing per sf/GFA	\$1.13
City Center Impact Fee Rates		
A.	Residential	
	Multi-Family (CC) per dwelling	\$1,453.68
	Senior Housing (CC) per dwelling	\$550.08
B.	Commercial - Services	
	Drive-in Bank (CC) per sf/GFA	\$14.32
	Day Care Center (CC) per sf/GFA	\$11.52
	Library (CC) per sf/GFA	\$5.73
	Post Office (CC) per sf/GFA	\$8.74
	Movie Theater (CC) per seat	\$84.00
	Health Club (CC) per sf/GFA	\$5.06
C.	Commercial - Restaurant	
	Restaurant (CC) per sf/GFA	\$9.42
	High Turnover Restaurant (CC) per sf/GFA	\$9.49
	Fast Food Restaurant (CC) per sf/GFA	\$20.85

2015 Fee Schedule

TYPE OF FEE	2015 Fee
SECTION SEVENTEEN. IMPACT MITIGATION. (continued)	
D. Commercial - Retail Shopping	
Shopping Center (CC) per sf/GLA	\$3.51
Supermarket (CC) per sf/GFA	\$10.19
Pharmacy with Drive-Through (CC) per sf/GFA	\$5.42
E. Commercial - Office	
General Office (CC) per sf/GFA	\$2.83
Medical Office (CC) per sf/GFA	\$5.48
<i>GFA = Gross Floor Area</i>	
<i>GLA = Gross Leasable Area</i>	
<i>CC = City Center</i>	
<i>For uses with Unit of Measure in sF, trip rate is given as trips per 1,000 sF</i>	
<i>VFP = Vehicle Fueling Positions (Maximum number of vehicles that can be fueled simultaneously)</i>	
Note: City Administrative fee of 3% will be added to the total Traffic Impact Fees charged.	
SECTION EIGHTEEN. PUBLIC SAFETY.	
Case Report , 1st 10 pages	\$10.00
Traffic Accident Report, 1st 10 pages	\$10.00
Reports exceeding ten (10) pages, per page	\$0.15
Photograph Duplication (from film)	\$2 per photo/\$10 min
Videotapes, per DVD	\$25.00
Digital audio and image files, on CD, per disk	\$10.00
Fingerprint Card	\$10 1st/ \$3 ea add'l
Photo ID Card	\$10.00
Concealed Pistol License	
<i>Fees may change pursuant to State of Washington Firearms fee schedule</i>	
Concealed Pistol License - New	\$52.50
Concealed Pistol License - Renewal	\$32.00
Concealed Pistol License - Duplicate/Reissuance	\$10.00
Lamination	\$5.00
Concealed Pistol License Late Fee (if applicable)	\$10.00
Traffic School (including Police and Court costs)	\$175.00

DEMOGRAPHIC STATISTICS

Fiscal Year	Population	Per Capital Income [C]	Median Age [C]	Education Level in Years of Formal Schooling	School Enrollment [A]	Unemployment Rate [B]
2002	83,850	22,451	32.5	13.0	22,194	7.3%
2003	83,500	22,451	32.5	13.0	22,265	7.4%
2004	85,800	22,451	32.5	13.0	22,395	6.2%
2005	85,800	22,451	32.5	13.0	22,383	5.1%
2006	86,530	22,451	32.5	13.0	22,184	4.5%
2007	87,390	26,137	37.2	13.0	21,775	3.9%
2008	88,040	27,730	37.0	13.0	21,622	4.9%
2009	88,578	27,638	36.6	13.0	21,700	9.5%
2010	88,760	27,307	35.1	13.0	21,630	10.3%
2011	89,370	26,668	35.2	13.0	21,608	9.1%
2012	89,460	26,514	34.9	13.0	20,665	8.1%
2013	89,718	26,740	34.9	13.0	21,554	7.4%

(A) Includes public school enrollment. Kindergarten is included though not State mandated.

(B) Unemployment rates came from the US Department of Labor, Bureau of Labor Statistics.

(C) 2013 info for Federal Way is based on 2008-2012 American Community Survey five-year Estimates.

Sources: Data was obtained from U. S. Census Bureau
US Department of Labor, Bureau of Labor Statistics
US Department of Commerce, Bureau of Economic Analysis
 School data was provided by the Federal Way School District.

**PRINCIPAL TAXPAYERS
DECEMBER 31, 2013**

Taxpayer	Type of Business	2013 Assessed Valuation	Percentage of Total Assessed Valuation (A)
Weyerhaeuser	Lumber Products	\$77,816,485	1.06%
Puget Sound Energy-Elec/Gas	Electric/Gas	62,837,701	0.86%
Steadfast Commons LLC	Real Estate Management	57,009,300	0.78%
Harsch Investment Properties	Real Estate Management	51,809,500	0.71%
LBA Realty	Real Estate Management	31,273,200	0.43%
Forest Cove LLC	Real Estate Management	28,724,000	0.39%
KNL Vision WA LLC (formerly BRE Properties)	Real Estate Management	27,378,000	0.37%
Qwest Corporation Inc.	Communications/Telephone	23,223,659	0.32%
Fred Meyer	Retailer	21,640,700	0.30%
Virginia Mason	Medical Services	17,911,323	0.24%
		\$399,623,868	5.45%

(A) 2013 assessed valuations for taxes collected in 2014. Total 2013 taxable assessed valuation for the City is \$7,333,627,904

Source: King County Assessor - Principal Taxpayers.

**PRINCIPAL EMPLOYERS
DECEMBER 31, 2013**

Taxpayer	Type of Business	Number of Employees
Federal Way Public Schools	Educational Services	1951
Xerox Commerical Services LLC	Business Services	1263
Weyerhaeuser Company	Lumber Products	1210
St Francis Hospital	Medical Services	875
Wild Waves	Amusement Center	632
World Vision Inc	Christian Relief Agency-Nonprofit	632
Us Postal Service - Bulk Mail	Postal Service	616
City Of Federal Way	Government Services	476
Wal-Mart Supercenter #3794	Retail	386
Davita	Health Services	235
Virginia Mason Federal Way	Medical Services	220
Costco Wholesale Corporation	Wholesale	214
BergerABAM Inc	Engineering/Architectural	183
Fred Meyer	Retail	178
Wal-Mart Store #2571	Retail	167

City of Federal Way Business Licenses - Principal Employers - includes both full-time and part-time employees.

MISCELLANEOUS STATISTICAL INFORMATION

DECEMBER 31, 2013

TYPE OF GOVERNMENT

Council - Mayor

ORGANIZATION STRUCTURE

Legislative Administrative
 Mayor 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 35,464 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 18, 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 89,718, of which 39,724 are registered voters. A total of 27,060 (est.) people are employed within the City limits.

NUMBER OF CITY EMPLOYEES

During the year 2013, the City employed 293 full-time salaried, 12 part-time salaried, and 288 temporary employees. There were		
102 commissioned police officers and 13 union lieutenants, and no uniformed firefighters. The Teamsters Union #763 represented		
22 employees of Public Works Maintenance and Parks Maintenance and 8 employees of the Municipal Court, 34 employees were		
represented by the PSSA (Police Support Services Association), and the Police Guild represented 102 Police Officers during 2013.		

RECREATIONAL FACILITIES

- 32 Developed park sites covering 543 acres
- 23 Undeveloped park sites covering 551 acres (including open space)
- 33 Public tennis courts, 11 of which are owned by the City
- 2 Public swimming pools, one owned by the City and one owned by King County
- 3 Trails covering 6 miles

OTHER CITY OWNED FACILITIES

- 1 City Hall
- 1 Community Center
- 1 Dumas Bay Centre
- 1 Parks Maintenance Facility

PUBLIC EDUCATION

ENROLLMENT COUNT

	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
23 Elementary Schools	9,916	9,806	9,733	9,612	9,594	9,594	9,560	9,673	9,229	9,777
9 Middle Schools (incl. Public Academy)	5,476	5,271	5,183	5,139	5,234	5,203	5,235	5,205	5,041	5,050
5 High Schools	6,650	7,004	6,954	6,720	6,531	6,637	6,547	6,409	6,018	6,341
1 Internet Academy (K-12)	353	302	314	304	263	266	288	321	377	386
	22,395	22,383	22,184	21,775	21,622	21,700	21,630	21,608	20,665	21,554

3,209 Staff members (including substitutes).

MISCELLANEOUS STATISTICAL INFORMATION

(Continued)

DECEMBER 31, 2013

MILES OF STREET

Streets (Center Line Miles)..... 243.42 miles

SIGNALS/STREET LIGHTS

Signals WSDOT-owned and maintained.....	6
Signals City-owned and King County-maintained...	77
Street lights City-owned and maintained.....	1,705
Street lights City-owned and PSE-maintained.....	644
Street lights PSE-owned and maintained.....	1,975

LOCAL TAXES ON BUSINESSES

Franchise Tax - Cable TV.....	5.00%
Gambling Taxes:	
Bingo/Raffles.....	5.00%
Amusement/Games.....	2.00%
Punchboard/Pull Tabs*.....	3.00%
Cardrooms**.....	10.00%
Local Sales Tax (Collected by the State).....	9.50%

*Rate effective 8/1/2010

**Rate effective 6/6/2010

POLICE INFORMATION

Dispatched Call for Services

Offenses:	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Forcible Rape (including attempts)	50	55	64	48	30	51	50	38	48	35
Robbery	121	153	146	129	170	198	152	119	107	107
Criminal Homicide	-	7	1	3	10	5	5	4	3	6
Aggravated Assault	109	101	120	107	115	115	118	99	150	133
Vehicle Theft	1,118	1,573	1,199	939	816	561	741	694	800	778
Burglary (commercial & residential)	759	800	753	739	800	741	828	752	931	801
Larceny	3,257	3,786	3,230	3,159	2,933	3,231	3,141	3,067	3,409	3,571
Arson	23	25	26	18	13	13	11	11	9	7
Citations:										
Traffic	13,219	11,402	11,931	14,043	19,339	20,678	18,094	17,226	13,023	17,558
Red Light Photo	-	-	-	-	3,813	13,002	25,691	15,340	13,455	13,455

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.

	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Fire and Other Responses	2,896	3,210	865	639	1,083	1,147	1,041	934	1,363	968
Emergency Medical	8,263	8,636	11,164	11,350	12,058	11,077	11,460	11,914	12,571	12,950

BUILDING RELATED PERMITS & VALUES

	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Building Permits	624	880	788	791	605	483	545	482	598	0
Estimated Value (In Millions \$)	147.2	\$236.5	\$151.1	\$126.5	\$ 89.4	\$ 79.2	\$ 53.4	\$ 33.0	\$58.1	\$61.6
Other Building Related Permits	1958	2705	2550	2690	2370	2209	2423	2385	2960	3827
Estimated Value (In Millions \$)	\$2.5	\$ 3.9	\$ 4.2	\$ 5.5	\$ 7.0	\$ 5.6	\$ 5.9	\$ 6.2	\$ 5.4	\$ 5.5

TAXABLE SALES (in millions)

	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Retail Sales	\$1,239	\$1,331	\$1,471	\$1,540	\$1,458	\$1,257	\$1,261	\$1,277	\$1,239	\$0
Real Estate Sales	\$616	\$939	\$988	\$963	\$536	\$208	\$238	\$315	\$303	\$399

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.

<i>Accounting System</i>	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.
<i>Accrual Basis</i>	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.
<i>Adjusted Budget</i>	The budget as revised through supplemental appropriations approved by Council during the year.
<i>Allocation</i>	To set aside or designate funds for specific purposes. An allocation does not authorize the expenditure of funds.
<i>Appropriation</i>	An authorization made by the City Council which permits officials to incur obligations against and to make expenditures of governmental resources.
<i>Arbitrage</i>	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.
<i>Assessed Valuation</i>	The estimated value placed upon real and personal property by the King County Assessor as the basis for levying property taxes.
<i>Audit</i>	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: <ul style="list-style-type: none">• 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
<i>BARS</i>	The State of Washington prescribed <u>Budgeting, Accounting, Reporting Systems</u> Manual for which compliance is required for all governmental entities in the State of Washington.
<i>Balanced Budget</i>	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.
<i>Base Budget</i>	Ongoing expense for personnel, contractual services, and the replacement of supplies and minor equipment required to maintain service levels previously authorized by City Council.
<i>Beginning Fund Balance</i>	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.

<i>Benefits</i>	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.
<i>Biennial Budget</i>	A budget applicable to a two-year fiscal period.
<i>Bond(Debt Instrument)</i>	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.
<i>Budget</i>	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.
<i>Budget Amendment</i>	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 Mayor 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.
<i>Budget Calendar</i>	The schedule of key dates or milestones which the City follows in the preparation and adoption of the budget.
<i>Budgets and Budgetary Accounting</i>	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.
<i>Budgetary Control</i>	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.
<i>Budget Document</i>	The official written statement prepared by the budget office and supporting staff, which presents the proposed budget to the City Council.
<i>Community Development Block Grant (CDBG)</i>	Funding provided for the purpose of carrying out eligible community development and housing activities.
<i>Capital</i>	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.
<i>Capital Facilities Plan (CFP)</i>	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.

CITY OF FEDERAL WAY 2015/2016 PROPOSED BUDGET

<i>Capital Improvement Program (CIP)</i>	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.
<i>Certificates of Participation</i>	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.
<i>Certificate of Deposit</i>	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.
<i>Comprehensive Plan</i>	A general plan that outlines growth and land use for residential, commercial, industrial, and open space areas.
<i>Consumer Price Index (CPI)</i>	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.
<i>Contingency</i>	A budgetary reserve set aside for emergencies or unforeseen expenditures for which no other budget exists.
<i>Cost of Living Adjustment (COLA)</i>	An increase in salaries to offset the adverse effect of inflation on compensation.
<i>Councilmanic Bonds</i>	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.
<i>Debt Service</i>	Payment of interest and repayment of principal to holders of the City's debt instruments.
<i>Deficit</i>	<ol style="list-style-type: none">(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.
<i>Department</i>	Basic organizational unit of City government responsible for carrying out a specific function.
<i>Depreciation</i>	<ol style="list-style-type: none">(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.
<i>Division</i>	A group of homogenous cost centers within a department.
<i>Designated Fund Balance</i>	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.
<i>Enterprise Fund</i>	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.
<i>Expenditures/ Expenses</i>	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.

<i>Fees</i>	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.
<i>Fiscal Year</i>	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.
<i>Full-Time Equivalent Position (FTE)</i>	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.
<i>Fund</i>	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.)
<i>Fund Balance</i>	Difference between assets and liabilities (the equity) reported in governmental funds. Fund balances are classified as reserved or unreserved/undesignated. <p style="margin-left: 40px;"><i>Reserved funds</i>: an account used to indicate that a portion of fund equity is legally restricted for a specific purpose.</p> <p style="margin-left: 40px;"><i>Unreserved or undesignated funds</i>: the funds remaining after reduction for reserved balances.</p> <p>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.</p>
<i>General Fund</i>	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.
<i>General Obligation</i>	Bonds for which the full faith and credit of the insuring government are pledged for <i>Bonds</i> payment.
<i>Goal</i>	A long-range statement of broad direction, purpose, or intent, based on the needs of the community.
<i>Grant</i>	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.
<i>Growth Management Act (GMA)</i>	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.
<i>Infrastructure</i>	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)
<i>Indebtedness</i>	The state of owing financial resources to other financial institutions and investors.
<i>Interfund Services</i>	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.

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<i>Interfund Transfers</i>	Contributions from one City fund to another in support of activities of the receiving fund. Loans are not included.
<i>Intergovernment Services</i>	Services purchased from other government agencies and normally include types of services that only government agencies provide.
<i>Internal Control</i>	<p>A plan of organization for purchasing, accounting, and other financial activities, which, among other things, provides that:</p> <ul style="list-style-type: none">• 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.
<i>Internal Service Fund</i>	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.
<i>Investment</i>	Securities and real estate purchased and held for the production of income in the form of interest, dividends, rentals or base payments.
<i>Level of Service</i>	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.
<i>Levy</i>	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.
<i>Levy Rate</i>	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.
<i>Liability</i>	Debt or other legal obligations arising out of transactions in the past which must be liquidated renewed or refunded at some future date.
<i>Long-Term Debt</i>	Debt with a maturity of more than one year after the date of issuance.
<i>Mitigation Fees</i>	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.
<i>Modified Accrual Basis</i>	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).

<i>Net Interest Cost</i>	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.
<i>Object</i>	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.
<i>Objective</i>	A specific measurable achievement that may be accomplished within a specific time frame.
<i>Operating Budget</i>	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.
<i>Performance Measures</i>	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.
<i>Personnel Services</i>	Includes total wages and benefits.
<i>Program Activity</i>	A broad function or a group of similar or related services/activities having a common purpose.
<i>Proposed Budget</i>	The Mayor's recommended budget submitted to the City Council and Public in October of each year.
<i>Proprietary Funds</i>	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.
<i>Public Works Trust Fund Loans (PWTFL)</i>	A state revolving loan fund that provides low interest loans to help local governments maintain or improve essential public works systems.
<i>Rainy Day Reserve</i>	The Rainy Day Reserves was established during the 2007/08 mid-biennium budget adjustment where Council authorized setting aside \$2 million of the General fund unallocated balance to be used to offset temporary declines in General Fund revenues due to an economic downturn.
<i>Real Estate Excise Tax (REET)</i>	A tax levied on real estate sales and used for payment of debt and capital purposes.
<i>Replacement Reserves</i>	A portion of fund equity built up for specific assets for the purpose of purchasing the replacement of those assets.
<i>Reserve</i>	An account used to indicate that a portion of fund equity is legally restricted for a specific purpose.
<i>Residual Equity Transfer</i>	Nonrecurring or nonroutine interfund transfers of equity between funds.
<i>Resources</i>	Total dollars available for appropriations including estimated revenues, fund transfers, and beginning fund balances.

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<i>Retained Earnings</i>	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.
<i>Revenue</i>	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.
<i>Revenue Estimate</i>	A formal estimate of how much revenue will be earned from a specific revenue source for some future period; typically a future fiscal year.
<i>Salaries and Wages</i>	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.
<i>Services and Charges</i>	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.
<i>Special Revenue Funds</i>	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.
<i>Standard Work Year</i>	2,080 hours or 260 days is equivalent of one work year.
<i>Strategic Plan</i>	A plan outlining the goals and strategies the City will focus on over the next six years.
<i>Subsidy</i>	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)
<i>Supplemental Appropriation</i>	An appropriation approved by Council after the initial budget adoption. Supplemental appropriations are approved by Council during the year.
<i>Supplies</i>	Items used to deliver services, such as office supplies, short-lived minor equipment with no material value, periodicals and books, and generic computer software.
<i>Taxes</i>	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.
<i>Tax Rate</i>	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.
<i>Transportation Improvement Program (TIP)</i>	A comprehensive program used to identify specific transportation projects for improvement to enhance local, regional, state, and federal transportation systems.
<i>Unreserved Fund Balance</i>	The difference between fund assets and fund liabilities of governmental or similar trust funds that is available for general expenditures.
<i>User Fees</i>	The payment of a fee for direct receipt of a public service by the person benefiting from the service.
<i>Yield</i>	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

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
CED	Community & Economic Development
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

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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
LIFT	Local Infrastructure Financing Tool
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
NLAWS	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	Sound 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

SST	Streamlined Sales Tax
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
WSCP	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