



# AGENDA

## SHORELINE CITY COUNCIL REGULAR MEETING

Monday, November 19, 2018  
7:00 p.m.

Council Chamber · Shoreline City Hall  
17500 Midvale Avenue North

	<u>Page</u>	<u>Estimated Time</u>
<b>1. CALL TO ORDER</b>		7:00
<b>2. FLAG SALUTE/ROLL CALL</b>		
<b>3. REPORT OF THE CITY MANAGER</b>		
<b>4. COUNCIL REPORTS</b>		
<b>5. PUBLIC COMMENT</b>		
<i>Members of the public may address the City Council on agenda items or any other topic for three minutes or less, depending on the number of people wishing to speak. The total public comment period will be no more than 30 minutes. If more than 10 people are signed up to speak, each speaker will be allocated 2 minutes. Please be advised that each speaker's testimony is being recorded. Speakers are asked to sign up prior to the start of the Public Comment period. Individuals wishing to speak to agenda items will be called to speak first, generally in the order in which they have signed. If time remains, the Presiding Officer will call individuals wishing to speak to topics not listed on the agenda generally in the order in which they have signed. If time is available, the Presiding Officer may call for additional unsigned speakers.</i>		
<b>6. APPROVAL OF THE AGENDA</b>		7:20
<b>7. CONSENT CALENDAR</b>		7:20
(a) Approving Minutes of Regular Meeting of October 8, 2018	<u>7a1-1</u>	
Approving Minutes of Special Dinner Meeting of October 29, 2018	<u>7a2-1</u>	
(b) Approval of the Alternative Services Demonstration Project	<u>7b-1</u>	
Agreement Between King County Metro, the City of Shoreline and the City of Lake Forest Park		
<b>8. ACTION ITEMS</b>		
(a) Public Hearing on the Proposed 2019-2020 Biennial Budget and the 2019-2024 Capital Improvement Plan	<u>8a-1</u>	7:20
<i>Public hearings are held to receive public comment on important matters before the Council. Persons wishing to speak should sign in on the form provided. After being recognized by the Mayor, speakers should approach the lectern and provide their name and city of residence. Individuals may speak for three minutes.</i>		
(b) Adopting Ordinance No. 842 – Setting the 2019 Regular and Excess Property Tax Levies	<u>8b-1</u>	7:40
(c) Adopting Ordinance No. 841 – Adopting the 2019-2020 Biennial Budget, the 2019 Fee Schedule, the 2019 Salary Schedules, and the 2019-2024 Capital Improvement Plan	<u>8c-1</u>	7:50
(d) Adopting Ordinance No. 848 – Amending Shoreline Municipal Code Chapter 3.80 Impact Fees for Transportation to Provide for a New Index for Periodic Adjustments of Fees	<u>8d-1</u>	8:10

## **9. ADJOURNMENT**

8:20

*The Council meeting is wheelchair accessible. Any person requiring a disability accommodation should contact the City Clerk's Office at 801-2231 in advance for more information. For TTY service, call 546-0457. For up-to-date information on future agendas, call 801-2236 or see the web page at [www.shorelinewa.gov](http://www.shorelinewa.gov). Council meetings are shown on Comcast Cable Services Channel 21 and Verizon Cable Services Channel 37 on Tuesdays at 12 noon and 8 p.m., and Wednesday through Sunday at 6 a.m., 12 noon and 8 p.m. Online Council meetings can also be viewed on the City's Web site at <http://shorelinewa.gov>.*

**CITY OF SHORELINE**  
**SHORELINE CITY COUNCIL**  
**SUMMARY MINUTES OF REGULAR MEETING**

Monday, October 8, 2018  
7:00 p.m.

Council Chambers - Shoreline City Hall  
17500 Midvale Avenue North

PRESENT: Mayor Hall, Deputy Mayor Salomon, Councilmembers McGlashan, Scully, McConnell, Chang, and Roberts

ABSENT: None.

1. CALL TO ORDER

At 7:00 p.m., the meeting was called to order by Mayor Hall who presided.

2. FLAG SALUTE/ROLL CALL

Mayor Hall led the flag salute. Upon roll call by the City Clerk, all Councilmembers were present.

3. REPORT OF CITY MANAGER

Debbie Tarry, City Manager, provided reports and updates on various City meetings, projects and events.

4. COUNCIL REPORTS

Councilmember McGlashan said he and Councilmember McConnell attended the SeaShore Transportation Forum. The agenda included an update on the status of the Road Usage Pilot Project from Paul Parker, Deputy Director of the Washington State Transportation Commission. He noted the established usage charge fee is 2.4 cents per mile. Then Alaska Way Viaduct Project Program Administrator, Brian Nelson, reported on the upcoming road closure which will impact 45 bus routes and thousands of commuters, and also shared information on their long-term planning.

Councilmember Roberts said at the 25<sup>th</sup> Annual Affordable Housing Conference, along with the Association of Washington Cities, he presented an update on Shoreline's 198<sup>th</sup> and Aurora housing project and shared information on the inclusionary housing around Shoreline's light rail stations. He mentioned that City of Olympia staff presented on proposed rezoning of low-density residential areas to accommodate townhouses, duplexes, and smaller apartment complexes.

Mayor Hall reported that the City Council met with the Shoreline School District Board earlier in the evening and discussed areas in which they overlap. He also said he participated in the Elected

Officials Summit for the King County Cities Climate Collaboration (KCCCC) where they discussed ways in which to ensure communities were resilient, protected, and making steps to avoid the worst-case climate scenarios. He shared a draft of the Legislative Interests document compiled by the KCCCC and asked Council to look it over and give feedback to the City Manager.

5. PUBLIC COMMENT

There was no public comment.

6. APPROVAL OF THE AGENDA

The agenda was approved by unanimous consent.

7. CONSENT CALENDAR

**Upon motion by Councilmember Roberts and seconded by Councilmember McGlashan and unanimously carried, 7-0, the following Consent Calendar items were approved:**

**(a) Approving Minutes of Regular Meeting of August 6, 2018**

**Approving Minutes of Workshop Dinner Meeting of September 10, 2018**

**(b) Approving Expenses and Payroll as of September 21, 2018 in the Amount of \$2,581,215.25**

<b>*Payroll and Benefits:</b>						
	Payroll Period	Payment Date	EFT Numbers (EF)	Payroll Checks (PR)	Benefit Checks (AP)	Amount Paid
	8/26/18-9/8/18	9/14/2018	80419-80648	15888-15905	71682-71686	\$661,151.22
						<u>\$661,151.22</u>
<b>*Accounts Payable Claims:</b>						
			Expense Register Dated	Check Number (Begin)	Check Number (End)	Amount Paid
			9/13/2018	71497	71514	\$265,204.75
			9/13/2018	71515	71531	\$168,360.45
			9/13/2018	71532	71544	\$55,845.70
			9/13/2018	71545	71583	\$923.20
			9/18/2018	71584	71854	\$84,971.79
			9/18/2018	71585	71585	\$1,974.61
			9/19/2018	71586	71587	\$983.07
			9/19/2018	71588	71609	\$79,847.94
			9/19/2018	71610	71650	\$150,578.80
			9/19/2018	71651	71681	\$1,111,373.72
						<u>\$1,920,064.03</u>

**(c) Authorizing the City Manager to Execute an Agreement with King County for a WaterWorks Grant in the Amount of \$63,203 for the NE 148th Street Infiltration Facilities Project**

8. STUDY ITEMS

(a) Discussing and Update on the PROS Plan

Eric Friedli, Parks, Recreation, and Cultural Services Director, reminded Council that the PROS Plan (adopted by Resolution 412), which includes 11 Strategic Action Initiatives, was adopted in July 2017 after an 18-month Community Outreach process. The Plan establishes a framework for Shoreline's recreational and cultural programs for maintenance and investment in parks and open recreation facilities. The Strategic Action Initiatives were designed as specific and measurable actions designed to make a difference in response to the identified PRCS needs of the community. Mr. Friedli reported that work had been done on all 11 Initiatives and he provided an update on each one.

- **Build a Community/Aquatics Center**  
Mr. Friedli said a proposal for the Community/Aquatics Center is scheduled to be presented to voters in 2020 and, if approved, the Center would open in 2022. The site has been selected, property acquisition is underway, and the team is working on site-specific design, budget, and program plan details. Additional stakeholder community feedback on priorities was gathered and incorporated into the design. He shared the concept design graphic, which is now in the cost-estimation process and will soon be presented to the Park Funding Advisory Committee.
- **Expand Opportunities to Connect with Nature**  
With the goal of increasing nature-based offerings to 35%, Mr. Friedli reported that the City has added outdoor camps and art exhibits, raising its offerings to 28%. Additional ways to meet the 35% goal are currently being developed.
- **Expand Recreational Facility Opportunities**  
Mr. Friedli explained that the City recognizes the need to expand offerings by 2023 to accommodate population growth, while being mindful of available space. He shared that these targeted needs include a spray park, basketball and pickleball courts, an additional playground and swing set, an adventure playground, and another community garden and looped path. The City has completed concept designs for nine sites in eight parks. With completed concept designs, the stage is set to explore funding mechanisms. The proposals are scheduled to be presented to the Park Planning Advisory Committee.
- **Serve the Full Spectrum of Adult Recreation Needs**  
Mr. Friedli stated this goal required creating an additional Plan, budgeted as a one-time allocation of \$40,000 and set for completion by 2019. He said that The Adult Services Strategic Plan work is nearly complete and included participants from the Parks Department, Shoreline-Lake Forest Park Senior Center, the King County Aging Adults Agency, and Sound Generations. Preliminary findings indicate no noticeable gaps in

service but there is concern about the location of the Senior Center.

- **Support Diverse Communities (Cultural Services and Art)**  
Mr. Friedli said the goal of having Shoreline sponsored special events participation reflect the diversity of the community has been approached by creating Spanish-language flyers for summer concerts, offering a bilingual noon concert, and improving the diversity of performances at Celebrate Shoreline. He mentioned it has proven to be difficult to measure success of this goal and tracking methodology is being developed.
- **Enhance Place Making Through Public Art (Cultural Services and Art)**  
Mr. Friedli said that meeting this goal has included installing neighborhood based outdoor art exhibits in several parks, continuing the *Piano Time* program, and selecting an artist (rhiza A+D) for the permanent significant piece of art. The acquisition of the art is in the budgeting stage. Councilmember McGlashan asked if the City was still accepting piano donations and was told no due to storage limitations.
- **Ensure Adequate Park Land for Future Generations**  
Mr. Friedli said it has been determined that 90 acres of new parkland need to be added to keep up with calculated population growth. Given the high cost and limited availability of land, the City is looking at alternative ways to maximize resources. A comprehensive acquisition strategy is under development and first steps have been made to explore acquisition of five properties in the 185<sup>th</sup> Street Light Rail Station Area.
- **Maintain, Enhance, and Protect the Urban Forest**  
With a goal to restore ten acres of degraded forest land or convert appropriate parkland into natural areas by 2023, Mr. Friedli said the Shoreline Native Plant Stewardship Program has made a good start and will have restored 2.7 acres of degraded forest this fall. This work is supported by funding from the King County Parks Levy and in partnership with the King Conservation District and Washington Area Native Plant Society.
- **Enhance Walkability in and Around Parks**  
Mr. Friedli stated that this initiative recognizes community desire for trails within parks, the goal to create two miles of new nature trails within parks and 2 miles of enhanced pedestrian access to parks by 2023 is well underway, with 1.2 miles of trails currently being installed, including an ADA accessible portion in Hamlin Park.
- **Secure Sustainable Funding**  
With a goal of ensuring that all programs, facilities, and initiatives are funded with an appropriate mix of fund sources, Mr. Friedli said the City is in the process of defining what 'appropriate' is. The first step of this initiative, Park Impact Fees, was implemented in 2018. A Park Funding Advisory Committee of 16 residents was established and they have had two information/orientation meetings, with regularly scheduled upcoming meetings. There is a target date of March 2019 for submission of a recommendation to be considered for a 2019 Primary Ballot measure.

- **Ensure Administrative Excellence**

Mr. Friedli detailed that the process to attain certification from the Commission for the Accreditation of Parks and Recreation Agencies was well underway and on schedule. The City has documented proof that 135 out of 151 standards are currently being met, with the remainder to be completed by the end of 2018. He shared that this process has encouraged the revision and development of City practices, plans, and manuals in many areas.

Councilmember Scully commended the detail and creativity put into the concept design plans that are part of the PROS Initiatives. He thanked the City for the proactive work in exploring property acquisitions near the light rail and said he hoped work would be done to leverage grant opportunities. He said he is convinced that while the Aquatics Center is a community need, the need for the gymnasium component has not been clearly demonstrated to him. He requested a fleshed-out plan for a pool-only alternative for cost comparison purposes

Councilmember Roberts clarified that the Spartan Recreation Center land is owned by the School District and that it is the only full gym the City offers. He expressed his feeling that a Community Center would be an integral part of the facility, and his preference would be to design the facility to include it, rather than try to remodel the facility later on to add it.

Councilmember McGlashan reflected on the effort made to construct City Hall with future needs in mind to avoid a need for expansion, and stated additional development was still needed. He said he supports planning the Aquatics and Community Center for the maximum value possible. Regarding the potential property acquisition near 185<sup>th</sup>, he asked if discussion on shared use had been initiated with Seattle City Light. Mr. Friedli said that based on conversations with SCL, he has learned that while the land directly under power lines has very restricted use, there was more flexibility with adjacent land.

Councilmember Chang asked for clarification on the focus of the Park Funding Advisory Committee and what the process would be to explore funding alternatives. Mr. Friedli explained the City is exploring and evaluating additional sources to narrow the funding gap, and possible resources would be given to the Committee to inform their discussions of the amount, timing, and details that would go into the Bond measure.

Mayor Hall agreed that leveraging partnerships and other funding was very important, and assured Council that conversations about partnerships with the County were ongoing. He expressed appreciation for the time the Parks Funding Advisory Committee was giving to this important cause.

9. **ADJOURNMENT**

At 7:40 p.m., Mayor Hall declared the meeting adjourned.

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Jessica Simulcik Smith, City Clerk

**DRAFT**

**CITY OF SHORELINE**  
**SHORELINE CITY COUNCIL**  
**SUMMARY MINUTES OF SPECIAL WORKSHOP DINNER MEETING**

Monday, October 29, 2018

Conference Room 303 - Shoreline City Hall  
17500 Midvale Avenue North

5:30 p.m.

**PRESENT:** Mayor Hall, Deputy Mayor Salomon, Councilmembers McGlashan, Scully, McConnell, Chang and Roberts

**ABSENT:** None

**STAFF:** Debbie Tarry, City Manager; John Norris, Assistant City Manager; Jim Hammond, Intergovernmental Affairs Manager; and Allison Taylor, Deputy City Clerk

**GUESTS:** City of Kenmore: Mayor David Baker; Councilmembers Nigel Herbig, Brent Smith, Joe Marshall, and Debra Srebnik; Rob Karlinsey, City Manager

Lake Forest Park: Mayor Jeff Johnson; Councilmembers Catherine Stanford, Semra Riddle, John Wright, Phillippa Kassover, and Mark Phillips; and Phillip Hall, City Administrator

At 5:31 p.m., the meeting was called to order by Mayor Hall.

Mayor Hall welcomed the Cities of Kenmore and Lake Forest Park and expressed gratitude for the continued opportunity to discuss issues of shared concern.

**City Updates**

Debbie Tarry, Shoreline City Manager, reported on current City activities and initiatives. She mentioned the completion of the new Police Station, the City's partnership with Ronald Wastewater District, new construction trends, budget review, Sound Transit 2 (ST2) design work, and the upcoming addition of a B&O tax.

Rob Karlinsey, Kenmore City Manager, shared updates on Kenmore's growth, which includes continued exploration of development opportunities. He gave details on the approved walkways/waterways bond measure which will support sidewalks and bike lane expansion and improve waterfront access points. He said their downtown is growing and has benefitted from recent additions of the Town Square and Hangar (a gathering space).



Jeff Johnson, Lake Forest Park Mayor, gave an update on the new Town Center, their culvert upgrades, and the recent land acquisition of seven acres of park property. He spoke to the community spirit in Lake Forest Park, and voiced appreciation for the ongoing collaboration with Kenmore and Shoreline.

### **ST3 SR522/NE 145<sup>th</sup> Bus Rapid Transit (BRT) Project**

Mayor Hall started the conversation with a discussion of the proposed project refinements to ST3, which he deemed potentially problematic. Mayor Johnson agreed, elaborating that without continuous Business Access and Transit (BAT) lanes along the BRT corridor, traffic would be severely impacted, defeating the purpose of the project. He reminded the Councils that voters wanted the dedicated lanes, and without them there was little point to the project.

Councilmember Stanford said she was surprised when Sound Transit said they were considering non-continuous BAT lanes and reduced sidewalks as viable adjustments to the project. She said she recognizes the financial challenges of the project but also felt these refinements could decimate it. Councilmember McConnell commented that the Shoreline Council had told Sound Transit that without BAT lanes, the project would collapse. Mayor Baker agreed, saying the cities need to be vocal and advocate for the initially proposed project. Councilmember Kassover elaborated, saying Sound Transit risks losing the voters' faith if this situation is not resolved. Mayor Johnson stated that Sound Transit did not assess the traffic on 145<sup>th</sup> realistically.

Frustration was expressed with the idea of the scope of the NE 145<sup>th</sup> BRT project being reduced, and Councilmembers compared the costs to ongoing Seattle projects. It was agreed that while this project is small in Sound Transit standards, proportionally the payoff of doing it properly would be huge. Mayor Baker wondered why the project changed so early in design and questioned why additions like the 130<sup>th</sup> St. Station were being considered if there were budget constraints.

Councilmember Stanford suggested revisiting conversations with Sound Transit and Councilmember McConnell offered the idea of drafting a joint letter to the Sound Transit Board. General discussion followed, with Councilmembers agreeing it is important to speak with a singular, united voice. It was recognized that consistent messaging from all stakeholders had worked before. It was determined that the letter should be forceful, not accusatory, and clearly express the shared vision for a successful project. With agreement from Kenmore and Lake Forest Park, Mayor Hall asked Shoreline staff to coordinate the logistics and draft a joint letter reminding Sound Transit of the importance of the success of the 145<sup>th</sup> BRT portion of the project. Conversation moved to involvement beyond the cities of Kenmore, Lake Forest Park, and Shoreline. It was decided the Cities would invite Bothell and Woodinville to join in signing, since the impact would be corridor-wide. All cities announced intent to write separate letters, as well.

Councilmember Chang wondered the steps being taken to secure state funding for the project. Mayor Johnson said they were in conversations with the legislature.

**DRAFT**

Councilmembers McConnell and Kassover offered to bring information of the scope reduction to SeaShore's attention and include Rod Dembowski on the correspondence.

It was reported that it has been difficult for Cities to engage Seattle in conversation or to secure meeting time with Seattle Councilmember Debora Juarez to discuss this ST3 project, but that inroads had recently been made when members of her staff joined Shoreline staff for a tour of the 145<sup>th</sup> corridor. Ms. Tarry said her staff had made connections in the Intergovernmental Relations Office and were working on building bridges between the Seattle Department of Transportation and the Mayor's offices. Several people reported they had expressed their concern to Mayor Durkan. The possibility of reactivating the community voice was discussed and tabled, with Councilmember Stanford mentioning she has drafted a strategy to do so, if needed.

### **Responses to Homelessness**

Mayor Hall gave an update on the progress behind the 198<sup>th</sup> and Aurora Affordable Housing Project, with Ms. Tarry sharing design and management details. Mayor Baker mentioned the Fircrest site and the possibility of dedicating a portion of the site to affordable housing with community amenities.

Councilmember Phillips said he is seeing more homeless in their city's parks, and he hopes Lake Forest Park can continue to address homelessness and affordable housing. Mayor Baker said affordable housing is a problem for more than just the homeless, especially as baby boomers, many with limited resources, reach retirement age. Deputy Mayor Salomon agreed, categorizing the parts of the problem as *services* and *housing*. Councilmember Stanford shared that Lake Forest Park is considering multifamily housing project tax exemptions to encourage high density, and commended Shoreline for their work around the Light Rail Stations. Mayor Hall said it is a fight to create high density housing. Councilmember Kassover reported on some of the work the North Urban Human Services Alliance is doing, and reflected that other countries think of housing as a public good rather than a private enterprise. Deputy Mayor Salomon said it is the role of leadership to plan forward as they predict future shortages, and Councilmember Roberts asked how Council can support keeping residents in their homes.

At 6:43 p.m. the meeting adjourned.

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Allison Taylor, Deputy City Clerk

**CITY COUNCIL AGENDA ITEM**  
CITY OF SHORELINE, WASHINGTON

<b>AGENDA TITLE:</b>	Approval of the Alternative Services Demonstration Project Agreement Between King County Metro, the City of Shoreline and the City of Lake Forest Park		
<b>DEPARTMENT:</b>	Public Works, Transportation Division		
<b>PRESENTED BY:</b>	Nytasha Walters, Transportation Services Manager		
<b>ACTION:</b>	<input type="checkbox"/> Ordinance	<input type="checkbox"/> Resolution	<input checked="" type="checkbox"/> Motion
	<input type="checkbox"/> Discussion	<input type="checkbox"/> Public Hearing	

**PROBLEM/ISSUE STATEMENT:**

King County Metro (Metro) Bus Route 331 is the primary transit connection between Shoreline and the State Route-522/Bothell Way corridor. This route operates seven days a week and up until September of 2014, provided service as late as 11:00 PM. As a cost reduction measure, Metro eliminated evening service for the route after 7:00 PM in September of 2014.

In November 2016, the King County Council appropriated \$15 million to implement an Alternative Services demonstration program. One of the Alternative Service programs Metro provides is the Community Van program. In recognition of the impacts of eliminating Route 331 evening service, in support of Metro's desire to expand its Alternative Service program, and in response to the stakeholder feedback received, Metro is proposing to provide a two year Community Van pilot project in Shoreline and Lake Forest Park.

Metro will administer this service and is requesting an interlocal agreement (Attachment A) to initiate this two year Community Van pilot project. During this period, Metro would, in consultation with the Cities of Shoreline and Lake Forest Park, monitor and evaluate the service, measuring key performance indicators as outlined in Attachment A, Exhibit A. After the initial two-year demonstration period, Metro will make a determination as to whether continuation of the service is appropriate. Tonight, Council is being requested to enter into this Interlocal agreement with Metro and Lake Forest Park.

**RESOURCE/FINANCIAL IMPACT:**

The City of Shoreline is not responsible for any funding for this pilot project or for funding continuation of this program after completion of the pilot. The only financial impact of the City of Shoreline entering into this agreement with Metro and Lake Forest Park is the staffing an advisory board and periodic availability beyond staffing the advisory board to advise on community travel needs and effective outreach strategies to City of Shoreline residents. City of Shoreline staff participation would be covered within existing city budgets and is not expected to have any additional budget implications.

## **RECOMMENDATION**

Staff recommends that the City Council authorize the City Manager to execute the Alternative Services Demonstration Project Agreement between King County Metro, the City of Shoreline and the City of Lake Forest Park.

Approved By:        City Manager ***DT***    City Attorney ***MK***

## **BACKGROUND**

King County Metro (Metro) Route 331 is the primary transit connection between Shoreline and the State Route-522/Bothell Way corridor. It provides two-way service connecting Kenmore, Lake Forest Park, and Shoreline Community College. Route 331 also provides an important connection between Shoreline Community College and the Aurora Village Transit Center, where many riders connect to Community Transit service into Snohomish County. This route, which is regularly used by Shoreline Community College students as well as residents in north Shoreline, operates seven days a week and up until September of 2014, provided service as late as 11:00 PM.

Prior to September 2014, Route 331 operated every 30 minutes on weekdays between approximately 7:00 AM and 7:00 PM and hourly until about 11:00 PM. On Saturdays, Route 331 operated every 30 minutes between 8:00 AM and 7:00 PM and hourly until about 10:00 PM. On Sundays, Route 331 operated hourly between approximately 8:00 AM and 10:00 PM. In September 2014, King County Metro (Metro) determined evening service on bus route 331 was cost prohibitive and ended evening service after 7:00 PM as part of Metro cost reduction measures.

In 2016 Metro put out a community needs assessment survey for Shoreline Community College students and residents in the cities of Shoreline and Lake Forest Park to determine if this change to Route 331 had an effect on these communities. The results of the survey indicated that community members did have an ongoing need for the evening transit service provided by this route. Survey feedback included riders desire to travel by bus between Shoreline Community College and the Aurora Village Transit Center after 7:00 PM. These survey respondents were frustrated by the additional travel time to use the King County Metro's E Line RapidRide on Aurora Avenue North, as it requires an approximately ½ mile walk between Shoreline Community College and the Aurora Avenue N corridor. Riders also expressed frustration regarding travel between Shoreline and the SR-522/Bothell Way corridor after 7:00 PM as they now must take a bus to Northgate and transfer to another bus to the SR-522/ Bothell Way corridor. Respondents noted this inconvenience as well as the total trip time taking up to an hour longer than the direct Route 331.

In November 2016, the King County Council appropriated \$15 million to implement an alternative services demonstration program consistent with its Strategic Plan and Five-Year Implementation Plan. The County's alternative services program allows Metro to collaborate with local jurisdictions to design transportation services that meet community transportation needs not met by fixed-route or other traditional transit service, or in locations where fixed-route bus service is cost prohibitive. One of the Alternative Service programs Metro provides is the Community Van program.

In 2017, Metro held a series of stakeholder working group meetings with representation from Shoreline Community College, as well as City staff and residents from the cities of Shoreline and Lake Forest Park on how to effectively address ridership needs with the elimination of Route 331 evening service. Through these meetings stakeholders noted the following specific transit needs:

- Transportation options that allow community members to get to and from places off the existing fixed-route network more easily;
- Transportation options that allow community members to get to and from evening activities;
- Transportation options that are available as personal schedules change; and
- Transportation options that are recognizable as Metro in terms of look and cost (branding).

## **DISCUSSION**

In recognition of the impacts of eliminating evening service provided by Route 331, in support of Metro's desired to expand its Alternative Service program, and in response to the stakeholder feedback received, Metro is proposing to administer a two year Community Van pilot project in Shoreline and Lake Forest Park. Metro will administer this service through an interlocal agreement (Attachment A) with the Cities of Shoreline and Lake Forest Park. The two year pilot would test expansion of Metro's Community Van program and its ability to effectively serve communities where fixed-route transit service is not determined to be cost effective.

### ***Overview of the Community Van Program***

Community Van offers request-based, non-commute, shared-ride travel options for one or more members of the general public to use throughout the day. The user cost is the same as a typical Metro base fare - based on time of day and if traveling across one or more travel zones. Riders pay a one-way Metro fare for their entire trip using an ORCA monthly pass or a mobile ticket.



Trips are defined by the participating agencies in collaboration with Metro to meet the transportation needs of the community and could include pre-scheduled recurring trips to desired destinations such as shopping, or one-time events. Community van trips could be available seven days per week, dependent upon the trip needs of the community and the availability of volunteer drivers.

Vans are operated by volunteer drivers recruited by the community sponsor and approved by Metro's Rideshare Operations. The volunteer drivers are screened and vetted by Metro. Riders are picked up at prearranged stops along the way to the destination. Trips are free for the volunteer driver. Accessible vehicles are available on request.

A part-time local Community Transportation Coordinator promotes trips through a website and other communication channels, recruits volunteer drivers, and raises awareness about local transportation options. The Community Transportation Coordinator may arrange for recurring trips such as a weekly recurring trip to the farmer's market.

Along with vans, Metro provides vehicle maintenance, fuel for authorized use, and vehicle insurance coverage. Initially one van would be provided by Metro to be safely housed by the sponsoring agency and branded to reflect the backing of both Metro and the participating agencies. In this program Metro looks to a sponsoring organization for participation and support.

### ***Resources Required***

As noted above, the Community Van program requires a half time position to administer the service (Community Transportation Coordinator (CTC)). This CTC will be managed and housed by HopeLink. The CTC would coordinate and promote alternative transportation services and provide first-line customer service support. Drivers for the program are volunteers anticipated to be recruited by the CTC.

### ***Where the Community Van Program is Currently Operating***

Community Van appears to be successfully operating in Duvall, where it is administered by HopeLink, and on Vashon Island, where it is administered by the Chamber of Commerce. As well, Community Van has just begun operating in the cities of Bothell and Woodinville, administered by the University of Washington, Bothell.

### ***Timeframe for the Pilot Program***

The pilot program would be for a two year period and can be renewed after the initial agreement period in two year increments if the demonstration service is deemed viable by all Parties. During this period, Metro shall, in consultation with the Cities, monitor and evaluate the service, measuring key performance indicators as outlined in Attachment A, Exhibit A. After the initial two-year demonstration period, Metro shall make a determination as to whether continuation of the service is appropriate. The continuation of the service after the two-year demonstration period will be contingent on availability and appropriation of funds and will be subject to King County Council approval.

## **COUNCIL GOAL(S) ADDRESSED**

The pilot project addresses City Council Goal 3: Continue preparation for regional mass transit in Shoreline

## **RESOURCE/FINANCIAL IMPACT**

The City of Shoreline and the City of Lake Forest Park are not responsible for any funding for this pilot project or for funding continuation of this program after completion of the pilot. The only financial impact of the City of Shoreline entering into this agreement with King County Metro and Lake Forest park is the staffing an advisory board, and periodic availability beyond staffing the advisory board to advise on community travel needs and effective outreach strategies to City of Shoreline residents. City of Shoreline staff participation would be covered within existing city budgets and is not expected to have any additional budget implications.

### **RECOMMENDATION**

Staff recommends that the City Council authorize the City Manager to execute the Alternative Services Demonstration Project Agreement between King County Metro, the City of Shoreline and the City of Lake Forest Park.

### **ATTACHMENTS**

Attachment A: Alternative Services Demonstration Project Agreement between King County Metro, the City of Shoreline and the City of Lake Forest Park



**Attachment A: Alternative Services Demonstration Project Agreement between King County Metro, the City of Shoreline and the City of Lake Forest Park**

**ALTERNATIVE SERVICE DEMONSTRATION PROJECT**

**AGREEMENT BETWEEN**

**KING COUNTY METRO, THE CITY OF SHORELINE AND THE CITY OF LAKE FOREST PARK**

THIS ALTERNATIVE SERVICE DEMONSTRATION PROJECT AGREEMENT (the "Agreement") is made and entered into between the City of Shoreline and the City of Lake Forest Park, each a municipal corporation of the State of Washington (the "Cities") and King County, a political subdivision of the State of Washington, through its Department of Transportation, Metro Transit Division (the "County" or "Metro"), each of which entities may be referred to hereinafter individually as "Party" or collectively as the "Parties."

WHEREAS, Metro operates a public transportation system in King County, including routes within the Cities' boundaries; and

WHEREAS, in July 2011, via Ordinance 17143, the King County Council adopted the King County Metro Transit Strategic Plan for Public Transportation 2011-2021 (the "Strategic Plan") and Service Guidelines; and

WHEREAS, the Strategic Plan and Service Guidelines have been amended from time to time and in June 2016, via Ordinance 18301, the most recent updates to the Strategic Plan and Service Guidelines were adopted; and

WHEREAS, strategies 2.1.1, 2.1.3, and 2.1.4 of the Strategic Plan encourage Metro to design and offer a variety of transportation products and services, including non-fixed-route transit service, that meet different mobility needs and provide value to all areas of King County; and

WHEREAS, strategies 6.2.3 and 6.2.4 of the Strategic Plan call for Metro to develop and implement alternative public transportation services and delivery strategies; and

WHEREAS, in September 2012, the King County Council, via Motion 13736, accepted the King County Metro Transit Five-Year Implementation Plan for Alternatives to Traditional Transit Service Delivery ("Five-Year Implementation Plan"), which calls for Metro to establish alternatives to traditional transit service as an integral part of a comprehensive transit system, and use it as an option to, among other things, meet unmet travel needs; and

WHEREAS, in November 2016, the King County Council, via Ordinance 18409, appropriated \$15 million for the 2017-2018 biennium to implement an alternative services demonstration program consistent with the Strategic Plan and Five-Year Implementation Plan that will more effectively serve the affected communities, with a range of transportation and mobility services that may be different for each community depending on its needs and circumstances; and

WHEREAS, the County's alternative services program allows Metro to collaborate with local jurisdictions to design transportation services that meet community transportation needs not met by fixed-route or other traditional transit service, or in locations where fixed-route bus service is cost prohibitive; and

WHEREAS, the Cities and the County share the objective of improving mobility and increasing travel-options and access to public transportation in the Shoreline and Lake Forest Park areas; and

WHEREAS, as part of Metro's efforts to expand alternative transit service delivery in King County in order to more effectively serve communities where fixed-route transit service may not be effective, the Parties desire to engage in a collaborative effort to develop a demonstration community van service and evaluate its efficacy as an alternative transit service in the Shoreline and Lake Forest Park areas; and

WHEREAS, the demonstration project provided for herein provides for an alternative service that may require adjustments during the term of this Agreement in order to achieve the Parties' objectives and serve the community more effectively;

NOW, THEREFORE, in consideration of the terms, conditions and mutual promises set forth herein, and for other good and valuable consideration, the sufficiency of which is hereby acknowledged, the Parties agree as follows:

## **1. PURPOSE OF AGREEMENT**

The purpose of this Agreement is to set forth the terms and conditions by which the Parties will establish a community van service as an alternative transportation service demonstration project. Implementation and ongoing management of the alternative transportation service provided for herein will be supported by each of the Parties. The Agreement provides for the development of the service, service description, responsibilities for Metro and the Cities related to the service, indicators to measure success of the service, and opportunities to make adjustments to the service. Project objectives and timelines are set forth in Exhibit A (*Service Details, Partner Responsibilities, Performance Indicators*), which is attached hereto and incorporated herein by this reference.

## **2. SERVICE DESCRIPTION SUMMARY**

### **2.1 Community Van**

Community Van is a transit product that, in collaboration with local jurisdictions or other entities, offers request-based, non-commute, shared-ride travel options for the general public to use throughout the day. The Community Van service area and trip type priorities are defined by the participating jurisdictions in collaboration with Metro to meet the transportation needs of their communities and could support pre-scheduled recurring trips to popular destinations such as shopping, or one-time events.

Community Van trips could be available seven (7) days per week, dependent upon the trip needs of the community and the availability of volunteer drivers. Community Van vehicles are operated by volunteer drivers recruited by the Community Transportation Coordinator and approved by Metro's Rideshare Operations.

Vans are provided by Metro and branded to reflect the backing of both Metro and the participating jurisdictions. Along with vans, Metro provides vehicle maintenance, fuel for authorized use, and vehicle insurance coverage.

Partner organizations must use the Community Van vehicles for trips to transport the general public; not for transporting items, equipment or staff.

### **2.2 Community Transportation Hub**

A community transportation hub ("Hub") serves as a one-stop, web-based or physical location for community members to find out about transportation options available in their community, access Community Vans, and find others to share rides. The jurisdictions partner with Metro to promote the Hub to the community leveraging existing resources and communication channels. Metro and the Cities' roles and responsibilities are further described in Exhibit A.

### **2.3 Community Transportation Coordinator**

The community transportation coordinator (CTC) is a person hired by Metro to coordinate and promote alternative transportation services, and provide first-line customer service support. An Advisory Group comprised of Metro and City representatives will provide the CTC with program direction and oversight; the Advisory Group will meet on a mutually agreed upon schedule.

## **3. DUTIES AND RESPONSIBILITIES OF THE CITIES**

The Cities shall perform the tasks and provide the services assigned in the Scope of Work set forth as Exhibit A. In the performance of its responsibilities under this Agreement, the Cities will work in consultation and coordination with the County. The Cities are not responsible for any funding for

this demonstration project.

#### **4. DUTIES AND RESPONSIBILITIES OF THE COUNTY**

The County shall perform the tasks and provide the services assigned to it in the Scope of Work set forth as Exhibit A. The County is solely responsible for any funding for this demonstration project.

#### **5. MONITORING AND EVALUATION**

The Parties will meet at least four (4) times per year to review service performance and, if warranted, to propose adjustments for the success of the service. This meeting may be combined with the Advisory Group referenced in Exhibit A. Specific metrics and performance indicators are included in Exhibit A. An evaluation of the service, along with other alternative services, will be included in an Alternative Services section of the County's Service Guidelines Report.

#### **6. EFFECTIVE DATE AND TERM OF AGREEMENT**

This Agreement shall be effective upon its execution by all Parties and shall remain in effect for two (2) years from its effective date unless earlier terminated pursuant to the provisions of Section 7 of this Agreement. It is the Parties' expectation that the Community Van alternative service provided for herein will continue as a demonstration project for a two-year trial period, with adjustments possible during that time as described in Section 6 (*Monitoring and Evaluation*) of this Agreement, and in more detail in Exhibit A.

During this period Metro shall, in consultation with the Cities, monitor and evaluate the service, measuring key performance indicators as outlined in Exhibit A. After the initial two-year demonstration period Metro shall make a determination as to whether continuation of the service is appropriate. In any event, continuation of the service after the two-year demonstration period will be contingent on availability and appropriation of funds and may be subject to King County Council approval.

#### **7. TERMINATION**

7.1 Termination for Cause. A Party may terminate this Agreement in the event that another Party materially breaches this Agreement. Written notice of such termination and a description of the breach must be given via certified mail by the Party terminating this Agreement to the other Parties not less than sixty (60) days prior to the effective date of termination. The breaching Party shall be given this sixty (60) days in which to cure its material breach. If the breaching Party fails to cure within sixty (60) days, the Agreement is immediately terminated.

7.2 Termination for Non-appropriation or Loss of Funding. Upon written notice, the County may immediately terminate this Agreement for non-appropriation or if there is a

reduction in or loss of funding necessary to cover the costs of the Agreement. The County shall provide written notice thirty (30) calendar days' prior to the effective date of termination.

7.3 Termination for Convenience. Any Party may terminate this Agreement for convenience and without cause by giving the other Parties written notice of such termination at least thirty (30) calendar days prior to the effective date of termination.

7.4 Pre-termination Costs. Termination by any Party shall not extinguish or release the Parties from liability, claims or obligations to third parties existing as of the time of termination. Any costs incurred prior to proper notification of termination will be borne by the Parties in accordance with the terms of the Agreement.

## **8. NOTIFICATION AND IDENTIFICATION OF CONTRACT MANAGEMENT AND PROJECT CONTACTS**

8.1 Notice. Any notice required or permitted to be given pursuant to this Agreement shall be in writing, and shall be sent postage prepaid by certified U.S. Mail, return receipt requested, to the contact persons and addresses identified in Subsection 8.3 of this Agreement unless otherwise indicated by the Parties in writing.

8.2 Contact Persons and Addresses. The Parties shall designate a contact person ("Designated Contact" or "Contract Manager") for purposes of sending inquiries and notices regarding the execution and fulfillment of this Agreement. Any changes to the Designated Contact person or address information shall be promptly provided in writing or electronic mail to the other Parties. Any update to the Contract Managers shall state the effective date of said update.

8.3 Designation of Contact Persons and Addresses. As provided for in Subsection 8.2, the Parties designate the following contact persons for the management and administration of this Agreement:

<b>Designated Contact</b>	<b>City of Shoreline</b>	<b>City of Lake Forest Park</b>
Contact Name	Nytasha Walters	Donnelle Dayao
Title	Transportation Division Manager	Project Manager
Address	17500 Midvale Avenue N Shoreline, WA 98133	17425 Ballinger Way NE Lake Forest Park, WA 98155
Telephone	(206) 801-2481	(206) 368-5440 x 108
Email	<a href="mailto:nsowers@shorelinewa.gov">nsowers@shorelinewa.gov</a>	<a href="mailto:ddayao@ci.lake-forest-park.wa.us">ddayao@ci.lake-forest-park.wa.us</a>

<b>Contract Manager</b>	<b>King County Metro</b>	
Contact Name	Cathy Snow	
Title	Metro Community Connections Program Manager	
Address	201 S Jackson St KSC-TR-0411 Seattle, WA 98104	
Telephone	(206) 477-5760	
E-mail	<a href="mailto:cathleen.snow@kingcounty.gov">cathleen.snow@kingcounty.gov</a>	

## 9. DISPUTE RESOLUTION

The Parties, through their Designated Contacts identified in Subsection 8.3 of this Agreement, shall use their best efforts, through good faith discussion and negotiation, to resolve any disputes pertaining to this Agreement that may arise among the Parties. If the Designated Contacts are unable, after good faith efforts, to resolve a dispute, the appropriate City Manager, City Administrator, or designee and the General Manager of Metro or designee shall confer and exercise good faith to resolve the dispute.

In the event the Cities and Metro are unable to resolve the dispute, the Parties may, if mutually agreed in writing, submit the matter to non-binding mediation. The Parties shall then seek to mutually agree upon the mediation process, who shall serve as the mediator, and the time frame in which the Parties are willing to discuss the disputed issue(s). If the Parties cannot mutually agree as to the appropriateness of mediation, the mediation process, who shall serve as mediator, or the mediation is not successful, then a Party may institute a legal action in the King County Superior Court, situated in Seattle, Washington, unless another venue is mutually agreed to in writing.

The Parties agree to exhaust each of these informal dispute resolution efforts before seeking to resolve disputes in a court of law or any other forum.

## 10. RECORDS RETENTION AND AUDIT

- 10.1 Maintenance of Records. During the term of the Agreement and for a period not less than six (6) years from the date of its expiration or earlier termination, the records and accounts pertaining to this Agreement are to be kept available by all Parties for inspection and audit by the other Parties and the State Auditor, and copies of all records, accounts, documents, or other data pertaining to the Agreement will be furnished upon reasonable notice. If any litigation, claim, or audit is commenced, the records and accounts along with supporting documentation shall be retained until all litigation, claim, or audit finding has been resolved even though such litigation, claim, or audit continues past the six-year retention period.

10.2 Disclosure of Public Records. All Parties acknowledge and agree that all non-privileged, non-exempt records that may be maintained pursuant to Subsection 10.1 of this Agreement are subject to public disclosure under the Washington State Public Records Act, Chapter 42.56 RCW.

## **11. NONDISCRIMINATION**

The Parties agree to comply with all applicable federal, state, and local laws, rules, and regulations pertaining to nondiscrimination and agree to require the same of any and all subcontractors providing services or performing any work using funds provided under this Agreement. During the performance of this Agreement, neither the Parties nor any entity subcontracting under the authority of this Agreement, shall discriminate or tolerate harassment on the basis of sex, race, color, marital status, national origin, religious affiliation, disability, sexual orientation, gender identity or expression or age except by minimum age and retirement provisions, unless based upon a bona fide occupational qualification, in the administration or delivery of services or any other benefits under this Agreement. King County Code Chapter 12.16 and 12.17 are incorporated herein by reference, and such requirements shall apply to this Agreement.

## **12. FORCE MAJEURE**

Any Party to this Agreement shall be excused from performance of its responsibilities and obligations under this Agreement, and shall not be liable for damages due to failure to perform, during the time and to the extent that it is prevented from performing by a cause directly or indirectly beyond its control, including, but not limited to: late delivery or nonperformance by vendors of materials or supplies; any incidence of fire, flood, snow, earthquake, or acts of nature; strikes or labor actions; accidents, riots, insurrection, terrorism, or acts of war; order of any court or civil authority; commandeering material, products, or facilities by the federal, state or local government; or national fuel shortage; when satisfactory evidence of such cause is presented to the other Parties to this Agreement, and provided that such non-performance is beyond the control and is not due to the fault or negligence of the Party not performing.

## **13. INDEMNIFICATION**

Each Party ("Indemnifying Party") shall protect, defend, indemnify, and save harmless every other Party, their officers, officials, employees, and agents, while acting within the scope of their employment as such, from any and all costs, claims, judgment, and/or awards of damages, including damages for injuries to persons and/or damage to tangible property, arising out of, or in any way resulting from, the acts or omissions of such Indemnifying Party and its officers or employees including, but not limited to, all claims against a Party by an employee of the Indemnifying Party or any of its subcontractors. The Parties each expressly waive by mutual negotiation all immunity and limitation on liability under any industrial insurance act, including Title 51 RCW, other worker's compensation act, disability benefit act, or other employee benefit

act of any jurisdiction which would otherwise be applicable in the case of such claim.

In the event that any Party incurs any costs including attorneys' fees to enforce the provisions of this Section 14, all such costs and fees shall be recoverable from the Party breaching the terms of this Section. The obligations of this section shall survive any expiration or earlier termination of this Agreement. The Parties acknowledge that these provisions were specifically negotiated and agreed upon by them.

#### **14. CHANGES AND MODIFICATIONS**

This Agreement may be amended or modified only by prior written agreement signed by the Parties hereto. No variation or alteration of the terms of this Agreement shall be valid unless made in writing and signed by authorized representatives of the Parties hereto.

#### **15. GENERAL TERMS AND CONDITIONS**

- 15.1 No Agency, Partnership, or Third Party Beneficiaries. It is understood and agreed that this Agreement is solely for the benefit of the Parties hereto and gives no rights to any other person or entity. No joint venture, agent-principal relationship, or partnership is formed as a result of this Agreement. No officers, employees or agents of one Party, or any of its contractors or subcontractors, shall be deemed, or represent themselves to be, employees or agents of one of the other Parties.
- 15.2 Waiver of Default. Waiver of any default shall not be deemed to be a waiver of any subsequent default. Waiver of breach of any provision of this Agreement shall not be deemed to be a waiver of any other or subsequent breach and shall not be construed to be a modification of the terms of this Agreement unless stated to be such in writing, signed by authorized representatives of the Parties, and attached to the original Agreement.
- 15.3 Assignment. No Party shall assign or delegate any interest, or any rights and responsibilities, in this Agreement without the prior written consent of the other Parties.
- 15.4 Binding on Successors and Assigns. This Agreement and all of its terms, provisions, conditions, and covenants, together with any exhibits and attachments now or hereafter made a part hereof, shall be binding on the Parties and their respective successors and assigns.
- 15.5. Entire Agreement. This Agreement embodies the Parties' entire understanding and agreement on the issues covered by it, except as may be supplemented by subsequent written amendment to this Agreement, and supersedes any prior negotiations, representations or draft agreements on this matter, either written or oral.



- 15.6 Governing Law and Venue. This Agreement shall be interpreted in accordance with the laws of the State of Washington. Any legal action arising out of this Agreement shall be brought in the King County Superior Court, situated in Seattle, Washington.
- 15.7 Mutual Negotiation and Construction. This Agreement and each of the terms and provisions hereof shall be deemed to have been explicitly negotiated between and mutually drafted by the Parties and the language in all parts of this Agreement shall, in all cases, be construed according to its fair meaning and not strictly for or against the other Parties.
- 15.8 Severability. If any provision of this Agreement is held invalid by a court of competent jurisdiction, the remainder of the Agreement shall not be affected thereby if such remainder would then continue to serve the purposes and objectives originally contemplated by the Parties.
- 15.9 Attorneys' Fees. In the event a Party incurs attorneys' fees, costs or other legal expenses to enforce the provisions of this Agreement against the other Parties, all such fees, costs and expenses shall be recoverable by the prevailing Party.
- 15.10 Survival. The provisions of this Section 15 shall survive any expiration or earlier termination of this Agreement.

## **16. AUTHORITY TO BIND**

The Parties represent and warrant that they: (a) have all right, power, and authority necessary to enter into and perform this Agreement; (b) when executed and delivered, this Agreement will constitute a legal, valid and binding obligation enforceable against the Parties in accordance with its terms; and (c) the Parties will comply with all applicable laws, statutes, ordinances, rules, regulations, orders or determinations of any federal, state or local governmental authority in their performance of this Agreement.

## **17. EXECUTION OF AGREEMENT – COUNTERPARTS**

This Agreement may be executed in multiple counterparts, any of which shall be regarded for all purposes as an original.

IN WITNESS THEREOF the Parties hereto have executed this Agreement by duly authorized representatives on the dates shown below their respective signatures.

### **KING COUNTY METRO TRANSIT**

By: \_\_\_\_\_  
Bill Bryant  
Service Development Managing Director  
King County Department of Transportation, Metro  
Transit Division

Date: \_\_\_\_\_

### **CITY OF LAKE FOREST PARK**

By: \_\_\_\_\_  
Phillip Hill  
City Administrator

Date: \_\_\_\_\_

### **CITY OF SHORELINE**

By: \_\_\_\_\_  
Debbie Tarry  
City Manager

Date: \_\_\_\_\_

## EXHIBIT A

### SERVICE DETAILS, PARTNER RESPONSIBILITIES, AND PERFORMANCE INDICATORS

#### A. Service Details

Shoreline-Lake Forest Park Community Van	
General Service Information	Description
Co-Branding Name	Shoreline-Lake Forest Park Community Van
Official start date	November, 2018
Service description	Community Van is a transit product that, in collaboration with local jurisdictions or other entities, offers request-based, non-commute, shared-ride travel options for the general public to use throughout the day. The Community Van service area and trip type priorities are defined by the participating agencies in collaboration with Metro to meet the transportation needs of the community and could support pre-scheduled recurring trips to popular destinations such as shopping, or one-time events. Community Van trips could be available seven (7) days per week, dependent upon the trip needs of the community and the availability of volunteer drivers. Community Van vehicles are operated by volunteer drivers recruited by the Community Transportation Coordinator and approved by Metro's Rideshare Operations. Vans are provided by Metro and branded to reflect the backing of both Metro and the participating agencies. Along with vans, Metro provides vehicle maintenance, fuel for authorized use, and vehicle insurance coverage. Partner organizations must use the Community Van vehicles for trips to transport the general public; not for transporting items, equipment or staff.
Service Area	Trips beginning or ending within the city limits of Shoreline and/or Lake Forest Park.
Service span	7 days a week – daytime and evenings
Fare	Standard single Adult fare of \$2.75, anytime, anywhere
Fare collection method	Mobile Payment or ORCA Monthly Pass
Number of vehicles	3 (2 in-service plus 1 spare)
Vehicle type	7 passenger capacity ramp vans

## **B. Partner Responsibilities**

### **Metro shall:**

1. Provide and solely fund the Community Transportation Coordinator (CTC).
2. Participate in an Advisory Group comprised of the Designated Contacts identified in Section 8.3 or their designees to provide the CTC with program direction and oversight; the Advisory Group will meet on a mutually agreed upon schedule.
3. Pay for all service operations (fuel, maintenance, and insurance) and all capital costs (van) and all branding.
4. Perform Motor Vehicle Record (MVR) driver record screening and approve all drivers before they are allowed to operate Community Vans.
5. Provide Volunteer Driver Program orientation.
6. Provide orientation on services and support model.
7. Provide oversight for promotion and implementation of products and services
8. Arrange appropriate vehicle(s) for the service.
9. Recommend trip origins and destinations where applicable.
10. Provide a physical kiosk and marketing materials such as: mailers, posters, and brochures.
11. Provide web site development, content linked to local partner programs, and content for social media.
12. In coordination with the Cities, promote services using local communication channels.
13. In coordination with the Cities, collect and analyze metrics.
14. Work with the Cities to adjust services based on operating issues and community feedback.

### **The Cities shall:**

1. Participate in an Advisory Group comprised of the Designated Contacts identified in Section 8.3 or their designees to provide the CTC with program direction and oversight; the Advisory Group will meet on a mutually agreed upon schedule.
2. Provide non-financial support and advice for local operational issues such as siting parking for the van, permitting, signage in the public right-of-way, parking adjustments, and lockbox installation.
3. Advise on identification and prioritization of prearranged group trips.
4. Provide advice on community travel needs to Metro and the Community Transportation Coordinator.
5. Support outreach efforts to keep residents informed of the Community Van program and related services through existing city communication channels, such as through print, web, social media, mailings, posters at public locations.
6. Serve as a liaison between King County and the City's elected officials and management, including presentations as applicable.
7. Support program evaluation through joint review of performance data collected by CTC and Metro.

### **C. Performance indicators**

Data to measure the service's operations will be collected and used as part of Metro's service performance review. The following information will be considered when determining any proposed adjustments to the service. The information will include, but not be limited to:

- Weekly rider boardings
- Number of volunteer drivers
- Number of riders
- Number of Community Van vehicles in operation

In addition, an evaluation of the service will report:

- Service characteristics:
  - Number of trips per day during each service period, as applicable (i.e., peak, off-peak, night, weekends)
  - Span of service
- Customer and stakeholder satisfaction surveys
- Market characteristics including service area population, jobs and measures of social equity.

### **D. Service performance review**

The Parties' Designated Contacts will meet four (4) times a year to review the operating performance of the service. The purpose of these meetings will be to identify any issues which may have an impact and discuss any potential changes to service operations. This may be covered as part of the Advisory Group meeting, or conducted separately upon mutual agreement.

## CITY COUNCIL AGENDA ITEM

### CITY OF SHORELINE, WASHINGTON

<b>AGENDA TITLE:</b>	Public Hearing on the Proposed 2019-2020 Biennial Budget and the 2019-2024 Capital Improvement Plan
<b>DEPARTMENT:</b>	Administrative Services
<b>PRESENTED BY:</b>	Sara Lane, Administrative Services Director Rick Kirkwood, Budget Supervisor
<b>ACTION:</b>	<input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input type="checkbox"/> Motion <input checked="" type="checkbox"/> Discussion <input checked="" type="checkbox"/> Public Hearing

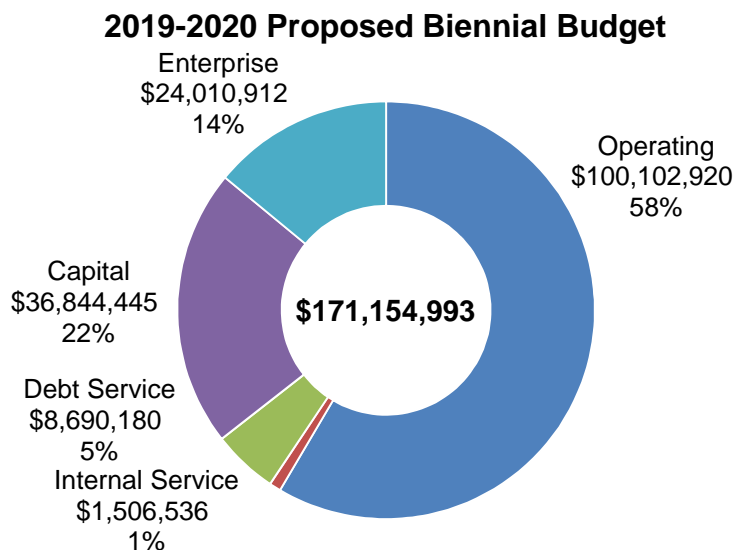
**PROBLEM/ISSUE STATEMENT:**

The City Manager presented the 2019-2020 Proposed Biennial Budget to the City Council on October 15, 2018. The 2019-2020 Proposed Biennial Budget and 2019-2024 Capital Improvement Plan (CIP) book can be found on the City's website (<http://www.shorelinewa.gov/home/showdocument?id=41089>) and is available to the public at City Hall and the Shoreline and Richmond Beach libraries. Department budget presentations were provided to the City Council on October 22 and October 29. A presentation of the 2019-2024 CIP was also made on October 29. A public hearing with special emphasis on City revenue sources, including the 2019 regular and excess property tax levies, was held November 5. A public hearing on the 2019-2020 Proposed Biennial Budget and 2019-2024 CIP was also held November 5.

Tonight, the City Council will hold a second public hearing on the 2019-2020 Proposed Biennial Budget and 2019-2024 CIP. Following this public hearing, additional agenda items are scheduled to adopt the 2019-2020 Proposed Biennial Budget and 2019-2024 CIP through proposed Ordinance No. 841 and adopt the regular and excess property tax levies through proposed Ordinance No. 842.

**FINANCIAL IMPACT:**

The City's 2019-2020 Proposed Biennial Budget as presented to the City Council on October 15 is balanced in all funds with appropriations totaling \$171.155 million as exhibited in the 2019-2020 All Funds Resources/Appropriations Summary (Attachment A). Budgeted resources total \$174.737 million. The 2019-2020 Proposed Biennial Budget is \$11.567 million, or 7.2%, more than the 2017-2018 Biennial



Budget (2017 actual plus 2018 Adopted Budgets as amended, including re-appropriations from 2017, which have been adopted by the City Council through September 2018). The increase can be linked to the following changes:

- \$7.964 million increase in the City's Enterprise Funds;
- \$0.666 million decrease in the City's Capital Funds; and,
- \$3.228 million increase in the Operating Funds.

The 2019-2020 Proposed Biennial Budget includes adequate reserve levels to meet all adopted budget policies.

### **RECOMMENDATION**

Staff recommends that the City Council conduct the public hearing to take public comment on the 2019-2020 Proposed Biennial Budget and 2019-2024 CIP.

Approved By:        City Manager **DT**    City Attorney **MK**

## **DISCUSSION**

The City's 2019-2020 Proposed Biennial Budget is balanced in all funds and totals \$171.155 million (Attachment B). The budget can be divided into five types of funds: Operating, Internal Service, Debt Service, Capital and Enterprise as shown in the chart to the right.

### ***Operating Funds***

The Operating Funds represent the cost of providing services to the Shoreline community on a day-to-day basis and includes such items as public safety (police, court, jail), park maintenance, recreation programming, street maintenance, street lighting, land use planning, permitting, communications, emergency management, and administration. The Operating Funds also include some special revenue funds that must be used for designated purposes such as police services.

### ***Debt Service Funds***

The Debt Service Funds account for the annual repayment of the 2006 voter approved park bonds, the 2009 councilmanic bonds issued to pay for a portion of City Hall, the 2013 councilmanic bonds issued for a maintenance facility, and the 2018 bond anticipation notes issued to acquire properties for the Parks, Recreation and Open Space Plan.

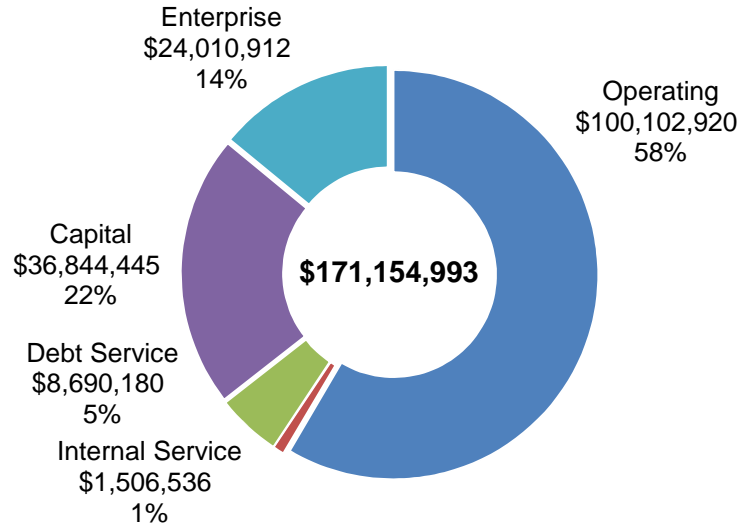
### ***Enterprise Funds***

The Enterprise Funds consist of the operation and capital improvements of the surface water utility and operation of RWD under a service contract. The Ronald Wastewater District (RWD) will retain all revenue and costs associated with interlocal agreements and certain operating contracts. In addition, the RWD Board of Commissioners will be responsible for addressing policy matters, setting rates and managing capital improvements for the Utility. The City's 2019-2020 Proposed Biennial Budget includes revenues and expenditures developed based on the personnel and maintenance and operations costs necessary to operate the RWD under a service contract. RWD will reimburse the City based on budgeted costs with annual reconciliation of direct costs.

### ***Capital Funds***

The Capital Funds represent the cost of making improvements to the City's facilities, parks, and transportation systems. Proposed appropriations for the General Capital, City Facilities – Major Maintenance and Roads Capital funds total \$36.507 million, which account for 21.3% of the total budget. In addition, the Capital Funds in the 2019-2020 Proposed Biennial Budget also include appropriations for the Transportation Impact Fees Fund, which provides funding for certain projects in the Roads Capital Fund, and the Park Impact Fees Fund, which provides funding for certain projects in the General Capital Fund. These appropriations total \$337,000, or 0.2% of the total budget.

### **2019-2020 Proposed Biennial Budget**





### **Internal Service Funds**

The Internal Service Funds represent transfers between funds (Vehicle Operations, Equipment Replacement and Unemployment funds) to fund maintenance and replacement of City equipment, as well as unemployment claims.

The 2019-2020 Proposed Biennial Budget is \$11.567 million, or 7.2%, more than the 2017-2018 Biennial Budget (2017 actual plus 2018 Adopted Budgets as amended, including re-appropriations from 2017, which have been adopted by the City Council through September 2018). The increase can be linked to the following changes:

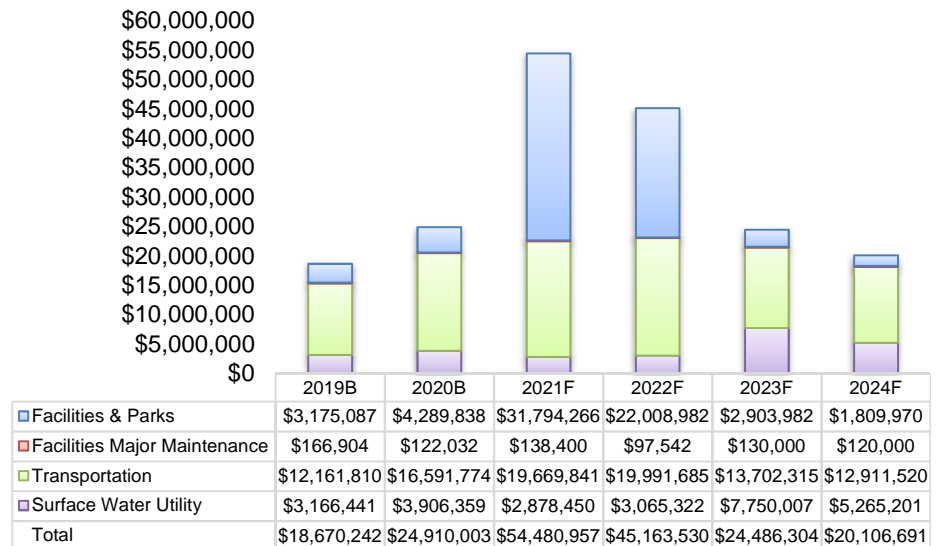
- \$7.964 million increase in the City's Enterprise Funds;
- \$0.666 million decrease in the City's Capital Funds; and,
- \$3.228 million increase in the Operating Funds.

The 2019-2020 Proposed Biennial Budget includes adequate reserve levels to meet all adopted budget policies.

### **2019-2024 Capital Improvement Plan**

Staff discussed the proposed 2019-2024 CIP with the City Council on October 29. The proposed 2019-2024 CIP is balanced as required by the Growth Management Act and totals \$187.818 million. Of this six-year amount, the 2019-2020 Capital Improvement Program totals \$43.580

million. Detailed information about projects can be found in pages 302 through 415 of the 2019-2020 Proposed Biennial Budget and 2019-2024 CIP book. Attachment C to this staff report is the proposed 2019-2024 Capital Improvement Plan summary of projects.



### **FEE SCHEDULES**

As prescribed in Shoreline Municipal Code (SMC) Section 3.01.820, increases of the fees contained in the fee schedules shall be calculated on an annual basis by the average for the period that includes the last six months of the previous budget year and the first six months of the current budget year of the Seattle / Tacoma / Bellevue Consumer Price Index for all urban consumers (CPI-U; link to historical table:

[https://www.bls.gov/regions/west/data/consumerpriceindex\\_seattle\\_table.pdf](https://www.bls.gov/regions/west/data/consumerpriceindex_seattle_table.pdf)), unless the SMC calls for the use of another index/other indices, the fee is set by another agency, or specific circumstances apply to the calculation of the fee.

The City Manager may choose to change user fees for all, some, or none of the fees listed, except those set by another agency (e.g., solid waste or fire impact fees). The text in the fee schedules included in the 2019-2020 Proposed Biennial Budget and 2019-2024 Capital Improvement Plan (CIP) book on pp. 464 through 496 have changes from the current adopted fee schedules with deletions shown as ~~striketrough~~ and additions shown as **bold**. Staff discussed some corrections/changes to those included in the book in the staff report for the Public Hearing on the 2019-2020 Proposed Biennial Budget and the 2019-2024 Capital Improvement Plan held on November 5 (staff report available here: <http://cosweb.ci.shoreline.wa.us/uploads/attachments/cck/council/staffreports/2018/staffreport110518-9b.pdf>).

Attachment D to this staff report contains the corrected fee schedules proposed for 2019 and 2020. The November 5 staff report also included discussion on proposed Ordinance No. 848, which would make consistent the application of the Construction Cost Index published by the Engineering News Record for the Seattle area to the Transportation Impact Fees and Park Impact Fees fee schedules. A separate action adopting this proposed ordinance is scheduled for tonight following the scheduled adoption of proposed Ordinance Nos. 841 and 842.

### **CLASSIFICATION AND COMPENSATION PROGRAM**

Attachment E to this staff report presents the draft proposed 2019 salary schedule for exempt and non-exempt employees in accordance with the City's Compensation Plan. Attachment F to this staff report presents the draft proposed 2019 extra help pay table. Both tables reflect application of a recommended 2.95% cost of living adjustment (COLA), which is 90% of the June-to-June percentage change of the CPI-U.

### **PROPOSED BUDGET AMENDMENTS**

Staff asked the City Council to provide individual budget amendment proposals to the City Manager by Wednesday, November 7. All proposed amendments received by staff by this date are included in the staff report for adoption of proposed Ordinance No. 841, which is scheduled for action following this agenda item. Proposed Ordinance No. 841 will adopt the 2019-2020 Biennial Budget including the City's appropriations for 2019-2020, as amended; the 2019 salary schedule; the 2019 Fee Schedule; the 2019-2024 Capital Improvement Plan; and appropriations for the 2019-2020 Capital Improvement Program. Any additional proposed amendments received by staff after November 7 are not included in the staff report for proposed Ordinance No. 841 and will need to be proposed and considered by Council during the discussion of that agenda item.

### **RESPONSES TO CITY COUNCIL QUESTIONS**

As part of the City Council's fiduciary responsibilities to citizens, businesses, and other taxpayers, the Mayor and Councilmembers have asked a number of questions throughout this budget process. Answers to those questions have been provided in the Budget Questions Matrix (Attachment G).

## **FINANCIAL IMPACT**

The City's 2019-2020 Proposed Biennial Budget as presented to the City Council on October 15 is balanced in all funds with appropriations totaling \$171.155 million as exhibited in the 2019-2020 All Funds Resources/Appropriations Summary (Attachment A). Budgeted resources total \$174.737 million. The 2019-2020 Proposed Biennial Budget is \$11.567 million, or 7.2%, more than the 2017-2018 Biennial Budget (2017 actual plus 2018 Adopted Budgets as amended, including re-appropriations from 2017, which have been adopted by the City Council through September 2018). The increase can be linked to the following changes:

- \$7.964 million increase in the City's Enterprise Funds;
- \$0.666 million decrease in the City's Capital Funds; and,
- \$3.228 million increase in the Operating Funds.

The 2019-2020 Proposed Biennial Budget includes adequate reserve levels to meet all adopted budget policies.

## **RECOMMENDATION**

Staff recommends that the City Council conduct the public hearing to take public comment on the 2019-2020 Proposed Biennial Budget and 2019-2024 CIP.

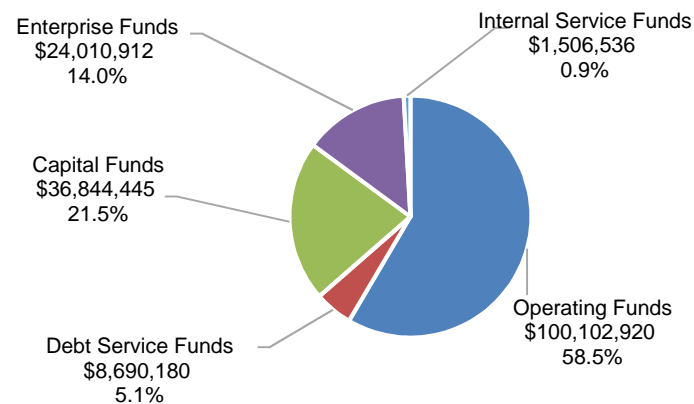
## **ATTACHMENTS**

Attachment A: 2019-2020 All Funds Resources/Appropriations Summary  
Attachment B: 2019-2020 Proposed Biennial Budget Department/Fund Overview  
Attachment C: 2019 – 2024 Capital Improvement Plan  
Attachment D: Proposed 2019 and 2020 Fee Schedules  
Attachment E: Proposed 2019 Salary Schedule for Exempt and Non-Exempt Employees  
Attachment F: Proposed 2019 Extra Help Pay Table – Non-Exempt Positions  
Attachment G: Budget Question Matrix

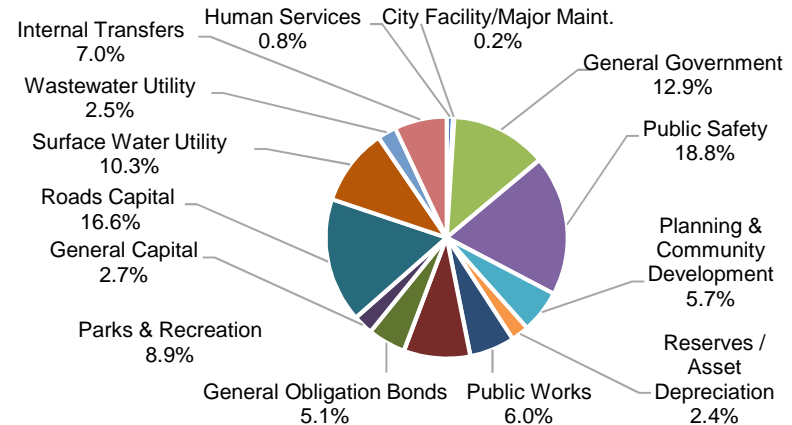
**City of Shoreline**  
**2019-2020 All Funds Resources/Appropriations Summary**

Fund	Beginning Fund Balance (A)	Revenue (B)	Other Financing Sources (C)	Transfers In (D)	Total Resources (A+B+C+D=E)	Expenditures (F)	Transfers Out (G)	Total Expenditures (F+G=H)	Ending Fund Balance (E-F-G=I)	Total Appropriation (F+G=J)
General Fund (O)	\$13,233,643	\$88,710,842	\$0	\$2,821,424	\$104,765,909	\$89,730,019	\$6,001,836	\$95,731,855	\$9,034,054	\$95,731,855
Street Fund (O)	407,540	2,614,608	0	1,211,922	4,234,070	3,492,274	481,892	3,974,166	259,904	3,974,166
Revenue Stabilization Fund (O)	5,150,777	0	0	673,801	5,824,578	0	0	0	5,824,578	0
Property Tax Equalization Fund (O)	0	0	0	0	0	0	0	0	0	0
Code Abatement Fund (O)	378,830	60,000	0	0	438,830	200,000	0	200,000	238,830	200,000
State Drug Enforcement Forfeiture Fund (O)	66,454	36,486	0	0	102,940	36,486	0	36,486	66,454	36,486
Federal Drug Enforcement Forfeiture Fund (O)	24,653	26,000	0	0	50,653	26,000	0	26,000	24,653	26,000
Federal Criminal Forfeiture Fund (O)	0	0	0	0	0	0	0	0	0	0
Public Arts Fund (O)	139,387	11,000	0	0	150,387	134,413	0	134,413	15,974	134,413
Transportation Impact Fees Fund (C)	2,037,535	0	0	0	2,037,535	0	162,000	162,000	1,875,535	162,000
Park Impact Fees Fund (C)	0	175,000	0	0	175,000	0	175,000	175,000	0	175,000
2006 Unltd. General Obligation Bond Fund (D)	2,276	3,389,937	0	0	3,392,213	3,389,937	0	3,389,937	2,276	3,389,937
2009 Ltd. General Obligation Bond Fund (D)	21,455	640,000	0	2,680,072	3,341,527	3,320,072	0	3,320,072	21,455	3,320,072
2018 Ltd. General Obligation Bond Fund (D)	0	0	0	1,460,400	1,460,400	1,460,400	0	1,460,400	0	1,460,400
2013 Ltd. General Obligation Bond Fund (D)	470	0	0	519,771	520,241	519,771	0	519,771	470	519,771
General Capital Fund (C)	838,688	5,899,349	0	735,000	7,473,037	4,602,205	2,862,720	7,464,925	8,112	7,464,925
City Facility-Major Maint. Fund (C)	54,417	0	0	248,064	302,481	288,936	0	288,936	13,545	288,936
Roads Capital Fund (C)	6,085,004	23,878,173	0	1,935,002	31,898,179	28,463,604	289,980	28,753,584	3,144,595	28,753,584
Surface Water Utility Fund (E)	6,476,693	15,419,282	0	0	21,895,975	17,705,677	1,380,343	19,086,020	2,809,955	19,086,020
Wastewater Utility Fund (E)	202,160	4,924,892	0	0	5,127,052	4,317,207	607,685	4,924,892	202,160	4,924,892
Vehicle Operations Fund (I)	99,668	1,048,547	0	0	1,148,215	1,088,547	0	1,088,547	59,668	1,088,547
Equipment Replacement Fund (I)	3,941,769	970,540	0	0	4,912,309	382,989	0	382,989	4,529,320	382,989
Unemployment Fund (I)	55,096	0	0	0	55,096	35,000	0	35,000	20,096	35,000
<b>Total City Funds</b>	<b>\$39,216,515</b>	<b>\$147,804,656</b>	<b>\$0</b>	<b>\$12,285,456</b>	<b>\$199,306,627</b>	<b>\$159,193,537</b>	<b>\$11,961,456</b>	<b>\$171,154,993</b>	<b>\$28,151,634</b>	<b>\$171,154,993</b>

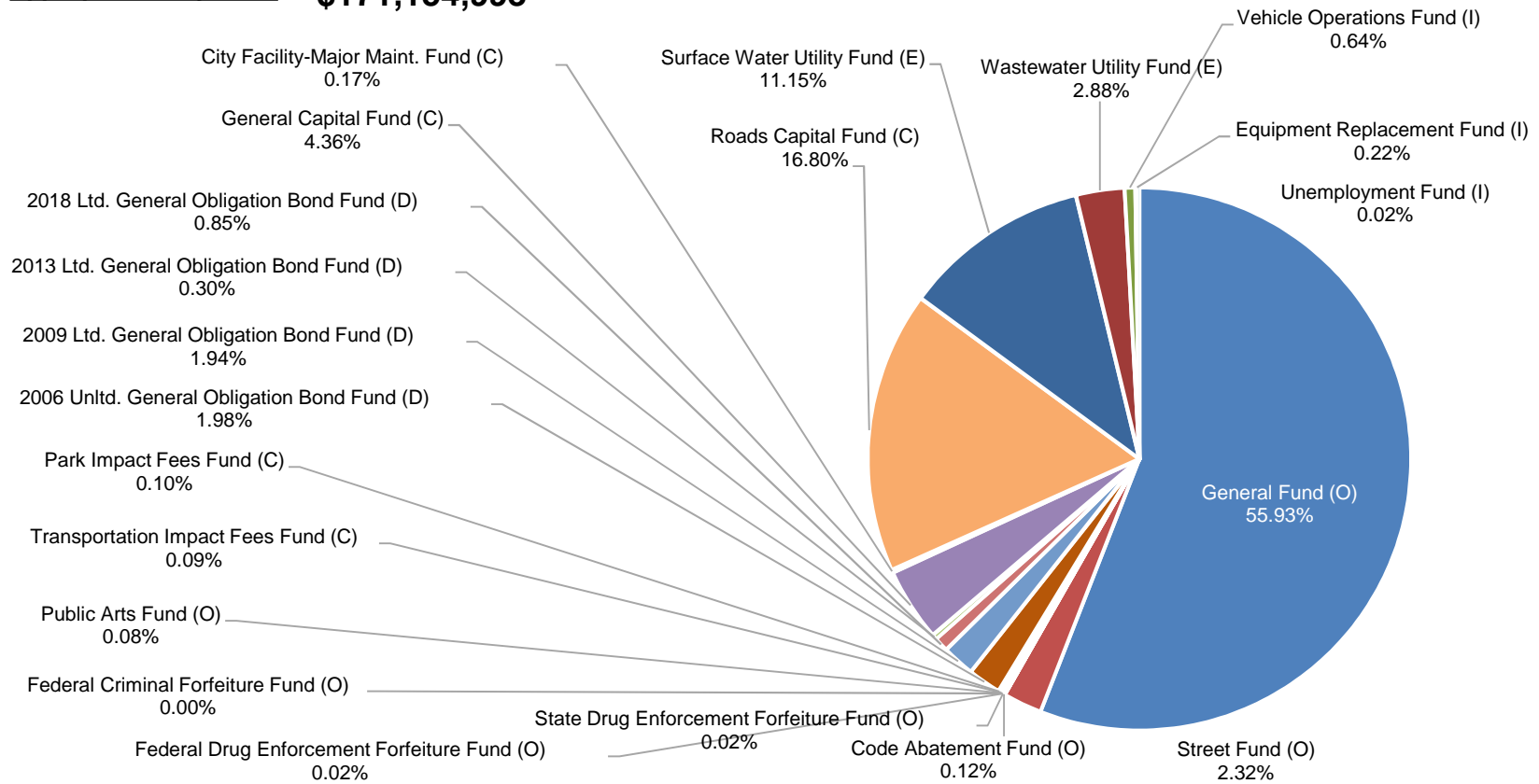
**Appropriation by Fund Type \$171,154,993**



**Appropriation by Service Type \$171,154,993**



**Appropriation by Fund**     **\$171,154,993**



## 2019-2020 PROPOSED BIENNIAL BUDGET DEPARTMENT/FUND OVERVIEW

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

Fund Type	City Council	City Manager	City Attorney	Administrative Services	Human Resources	Police	Criminal Justice	Parks & Recreation	Planning & Community Development	Public Works	Community Services	Utilities	Transfers Out	Total
<b>Operating Funds</b>														
General Fund	\$494,200	\$7,649,500	\$1,625,871	\$15,019,162	\$1,011,660	\$25,343,985	\$6,266,118	\$15,109,473	\$6,880,384	\$6,855,276	\$3,474,390		\$6,001,836	\$95,731,855
Street Fund										3,492,274			481,892	\$3,974,166
Code Abatement Fund		200,000												\$200,000
State Drug Forfeiture Fund						36,486								\$36,486
Public Arts Fund								134,413						\$134,413
Federal Drug Forfeiture Fund						26,000								\$26,000
<b>Sub-Total Operating Funds</b>	<b>\$494,200</b>	<b>\$7,849,500</b>	<b>\$1,625,871</b>	<b>\$15,019,162</b>	<b>\$1,011,660</b>	<b>\$25,406,471</b>	<b>\$6,266,118</b>	<b>\$15,243,886</b>	<b>\$6,880,384</b>	<b>\$10,347,550</b>	<b>\$3,474,390</b>	<b>\$0</b>	<b>\$6,483,728</b>	<b>\$100,102,920</b>
<b>Debt Service</b>														
2006 General Obligation Bond Fund				\$3,389,937										\$3,389,937
2009 General Obligation Bond Fund				3,320,072										\$3,320,072
2013 General Obligation Bond Fund				519,771										\$519,771
2018 General Obligation Bond Fund				1,460,400										\$1,460,400
<b>Sub-Total Debt Service Funds</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,690,180</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,690,180</b>
<b>Capital Budget</b>														
General Capital Fund										\$4,602,205			\$2,862,720	\$7,464,925
Facility Major Maint. Fund				288,936										\$288,936
Roads Capital Fund										28,463,604			289,980	\$28,753,584
Transportation Impact Fees Fund													162,000	\$162,000
Park Impact Fees Fund													175,000	\$175,000
<b>Sub-Total Capital Funds</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$288,936</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$33,065,809</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,489,700</b>	<b>\$36,844,445</b>
<b>Enterprise Funds</b>														
Surface Water Utility Fund												\$17,705,677	\$1,380,343	\$19,086,020
Wastewater Utility Fund												4,317,207	607,685	\$4,924,892
<b>Sub-Total Enterprise Funds</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$22,022,884</b>	<b>\$1,988,028</b>	<b>\$24,010,912</b>
<b>Internal Service Funds</b>														
Equipment Replace. Fund				\$1,088,547										\$1,088,547
Vehicle Maint. & Ops. Fund				382,989										\$382,989
Unemployment Fund				35,000										\$35,000
<b>Sub-Total Internal Service Funds</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,506,536</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,506,536</b>
<b>Total City Budget</b>	<b>\$494,200</b>	<b>\$7,849,500</b>	<b>\$1,625,871</b>	<b>\$25,504,814</b>	<b>\$1,011,660</b>	<b>\$25,406,471</b>	<b>\$6,266,118</b>	<b>\$15,243,886</b>	<b>\$6,880,384</b>	<b>\$43,413,359</b>	<b>\$3,474,390</b>	<b>\$22,022,884</b>	<b>\$11,961,456</b>	<b>\$171,154,993</b>



**City of Shoreline 2019 - 2024 Capital Improvement Plan  
PROGRAM SUMMARY**

	<b>Proposed 2019</b>	<b>Proposed 2020</b>	<b>Proposed 2021</b>	<b>Proposed 2022</b>	<b>Proposed 2023</b>	<b>Proposed 2024</b>	<b>Total 2019-2024</b>
<b>EXPENDITURES</b>							
<b>Fund</b>							
<i>Project Category</i>							
<b>General Capital</b>							
<i>Parks Maintenance Projects</i>							
Boeing Creek-Shoreview Park Trail R&R	\$250,000	\$1,642,000	\$0	\$0	\$0	\$0	\$1,892,000
Kruckeberg Env Ed Center (Residence Stabilization)	0	265,000	0	0	0	0	\$265,000
Park Ecological Restoration Program	80,000	0	0	0	0	0	\$80,000
Parks Repair And Replacement	250,528	263,054	265,816	275,000	275,000	275,000	\$1,604,398
Playground Replacement	500,000	500,000	0	0	0	0	\$1,000,000
RB Saltwater Park Fire Suppression Line	0	0	0	0	0	25,000	\$25,000
Turf & Lighting Repair And Replacement	60,135	0	0	25,000	1,100,000	0	\$1,185,135
<i>Facilities Projects</i>							
City Maintenance Facility	321,668	33,292	0	0	0	0	\$354,960
<i>Parks Development Projects</i>							
Community & Aquatics Center	730,200	730,200	30,730,200	20,930,200	730,200	730,200	\$54,581,200
Outdoor Multi-Use Sport Court	0	75,000	0	0	0	0	\$75,000
Parks Facilities Recreation Amenities Plan	185,000	0	0	0	0	0	\$185,000
<i>Non-Project Specific</i>							
General Capital Engineering	81,356	95,172	85,000	85,000	85,000	85,000	\$516,528
Cost Allocation Charges	38,654	22,870	30,000	30,000	30,000	30,000	\$181,524
City Hall Debt Service Payment	677,546	663,250	683,250	663,782	683,782	664,770	\$4,036,380
<b>General Capital Fund Total</b>	<b>\$3,175,087</b>	<b>\$4,289,838</b>	<b>\$31,794,266</b>	<b>\$22,008,982</b>	<b>\$2,903,982</b>	<b>\$1,809,970</b>	<b>\$65,982,125</b>
<b>City Facilities - Major Maintenance</b>							
<i>General Facilities Projects</i>							
City Hall Long-Term Maintenance	\$77,904	\$44,182	\$108,400	\$40,000	\$100,000	\$100,000	\$470,486
City Hall Parking Garage Long-Term Maintenance	0	0	0	24,192	0	0	\$24,192
Duct Cleaning	4,000	13,350	10,000	13,350	10,000	0	\$50,700
<i>Parks Facilities Projects</i>							
Parks Restrooms Long-Term Maintenance	30,000	0	0	0	0	0	\$30,000
Shoreline Pool Long-Term Maintenance	20,000	20,000	20,000	20,000	20,000	20,000	\$120,000
Richmond Highlands Community Center Long-Term Maintenance	35,000	40,000	0	0	0	0	\$75,000
Spartan Recreation Center	0	4,500	0	0	0	0	\$4,500
<b>City Facilities - Major Maintenance Fund Total</b>	<b>\$166,904</b>	<b>\$122,032</b>	<b>\$138,400</b>	<b>\$97,542</b>	<b>\$130,000</b>	<b>\$120,000</b>	<b>\$774,878</b>

**City of Shoreline 2019 - 2024 Capital Improvement Plan  
PROGRAM SUMMARY**

	<b>Proposed 2019</b>	<b>Proposed 2020</b>	<b>Proposed 2021</b>	<b>Proposed 2022</b>	<b>Proposed 2023</b>	<b>Proposed 2024</b>	<b>Total 2019-2024</b>
<b>EXPENDITURES</b>							
<b>Fund</b>							
<i>Project Category</i>							
<b>Roads Capital Fund</b>							
<i>Pedestrian / Non-Motorized Projects</i>							
Sidewalk Rehabilitation Program	\$775,017	\$982,517	\$906,000	\$906,000	\$830,000	\$830,000	\$5,229,534
147th/148th Non-Motorized Bridge	449,945	0	0	0	0	0	\$449,945
1st Ave NE (N 145th to N 155th)	400,000	2,140,000	0	0	0	0	\$2,540,000
5th Ave NE (N 175th to N 182nd)	0	400,000	2,600,000	0	0	0	\$3,000,000
WTSC School Zone Flashers	117,488	0	0	0	0	0	\$117,488
Complete Streets- Ped/Bike Gaps	5,000	0	0	0	0	0	\$5,000
Trail Along The Rail	304,003	0	0	0	0	0	\$304,003
<i>System Preservation Projects</i>							
Annual Road Surface Maintenance Program	2,690,000	1,710,000	1,506,000	1,849,000	900,000	1,200,000	\$9,855,000
Traffic Signal Rehabilitation Program	187,628	134,010	140,710	147,746	152,178	156,743	\$919,015
<i>Safety / Operations Projects</i>							
145th Corridor - 99th To I5	1,200,000	500,000	5,500,000	6,495,953	9,000,000	10,080,000	\$32,775,953
145th and I5 Interchange	2,800,000	2,200,000	8,000,000	9,999,999	2,200,000	0	\$25,199,999
160th and Greenwood/Innis Arden Intersection	80,000	0	0	0	0	0	\$80,000
185th Corridor Study	375,691	15,000	0	0	0	0	\$390,691
N 175th St - Stone Ave N to I5	1,200,000	2,400,000	450,000	0	0	0	\$4,050,000
Meridian Ave N & N 155th St Signal Improv	481,085	0	0	0	0	0	\$481,085
Traffic Safety Improvements	163,814	167,005	175,355	184,123	193,329	199,129	\$1,082,755
Westminster And 155th Improvements	200,000	5,040,000	0	0	0	0	\$5,240,000
<i>Non-Project Specific</i>							
General Fund Cost Allocation Overhead Charge	192,330	97,650	50,000	50,000	50,000	50,000	\$489,980
Transportation Master Plan Update	130,774	343,600	0	0	0	0	\$474,374
Roads Capital Engineering	409,035	461,992	341,775	358,864	376,807	395,647	\$2,344,120
<b>Roads Capital Fund Total</b>	<b>\$12,161,810</b>	<b>\$16,591,774</b>	<b>\$19,669,840</b>	<b>\$19,991,685</b>	<b>\$13,702,314</b>	<b>\$12,911,519</b>	<b>\$95,028,942</b>



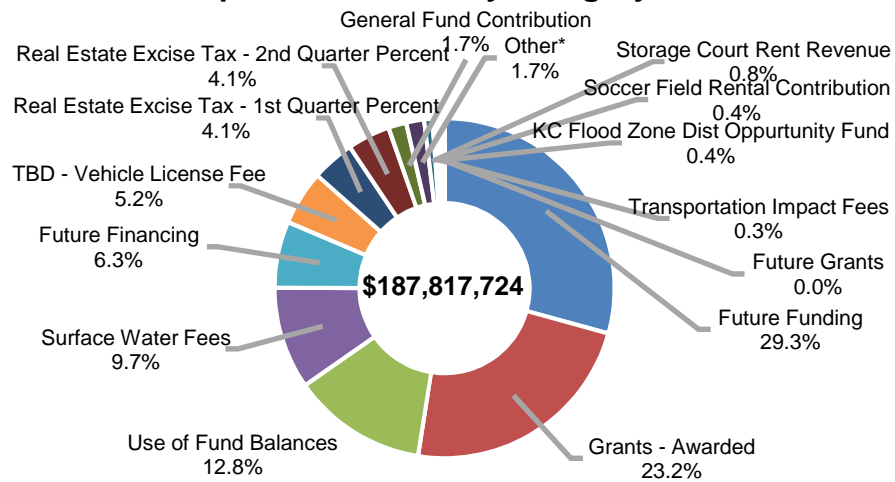
**City of Shoreline 2019 - 2024 Capital Improvement Plan  
PROGRAM SUMMARY**

	<b>Proposed 2019</b>	<b>Proposed 2020</b>	<b>Proposed 2021</b>	<b>Proposed 2022</b>	<b>Proposed 2023</b>	<b>Proposed 2024</b>	<b>Total 2019-2024</b>
<b>EXPENDITURES</b>							
<b>Fund</b>							
<i>Project Category</i>							
<b>Surface Water Capital</b>							
<i>Capacity</i>							
6th Ave NE and NE 200th St Flood Reduction Project	\$0	\$0	\$24,761	\$0	\$0	\$0	\$24,761
10th Ave NE Drainage Improvements	281,377	258,518	0	0	1,570,179	0	\$2,110,074
18th Avenue NW and NW 204th Drainage System Connection	0	0	16,883	0	0	0	\$16,883
25th Ave NE Ditch Improv Between NE 177th and 178th Street	0	0	158,697	0	0	0	\$158,697
25th Ave. NE Flood Reduction Improvements	502,367	54,636	56,275	348,328	2,089,592	0	\$3,051,198
Heron Creek Culvert Crossing at Springdale Ct NW	0	0	0	130,998	134,928	773,591	\$1,039,517
Lack of System and Ponding on 20th Avenue NW	0	0	91,166	0	0	0	\$91,166
NE 148th Infiltration Facilities	34,914	411,070	11,593	11,593	0	0	\$469,170
NW 195th Place and Richmond Beach Drive Flooding	0	0	0	432,989	445,978	0	\$878,967
NW 197th Pl and 15th Ave NW Flooding	0	0	7,879	0	0	0	\$7,879
Springdale Ct. NW & Ridgefield Rd Drainage Improv	0	0	0	315,902	325,379	930,399	\$1,571,680
Stabilize NW 16th Place Storm Drainage in Reserve M	0	0	0	0	33,433	0	\$33,433
<i>Repair and Replacement</i>							
Hidden Lake Dam Removal	315,040	1,396,989	22,510	23,185	23,881	1,817,000	\$3,598,605
NE 177th Street Drainage Improvements	0	0	10,130	0	0	175,872	\$186,002
NW 196th Pl & 21st Ave. NW Infrastructure Improvements	0	0	93,417	0	0	0	\$93,417
Pump Station 26 Improvements	176,693	109,273	0	0	0	0	\$285,965
Pump Station 30 Upgrades	42,700	0	0	0	0	0	\$42,700
Pump Station Miscellaneous Improvements	169,820	587,887	0	0	0	0	\$757,707
Stormwater Pipe Replacement Program	477,409	327,821	1,272,272	463,750	1,743,157	463,750	\$4,748,159
Surface Water Small Projects	318,270	327,818	562,754	579,637	597,026	597,026	\$2,982,531
<i>Other</i>							
12th Ave NE Infiltration Pond Retrofits	0	0	42,769	0	0	0	\$42,769
Boeing Creek Restoration Project	0	0	56,275	0	0	0	\$56,275
Climate Impacts and Resiliency Study	84,872	0	0	0	0	0	\$84,872
Surface Water Master Plan	0	0	0	289,819	298,513	0	\$588,332
System Capacity Modeling Study	318,270	0	0	0	0	0	\$318,270
<i>Non-Project Specific</i>							
General Fund Cost Allocation Overhead Charge	221,814	233,625	225,056	231,807	238,762	245,925	\$1,396,989
Surface Water Capital Engineering	222,895	198,722	226,013	237,314	249,179	261,638	\$1,395,761
<b>Surface Water Capital Fund Total</b>	<b>\$3,166,441</b>	<b>\$3,906,359</b>	<b>\$2,878,450</b>	<b>\$3,065,322</b>	<b>\$7,750,007</b>	<b>\$5,265,201</b>	<b>\$26,031,779</b>
<b>TOTAL EXPENDITURES</b>	<b>\$18,670,242</b>	<b>\$24,910,003</b>	<b>\$54,480,956</b>	<b>\$45,163,531</b>	<b>\$24,486,303</b>	<b>\$20,106,690</b>	<b>\$187,817,724</b>

**City of Shoreline 2019 - 2024 Capital Improvement Plan  
PROGRAM SUMMARY**

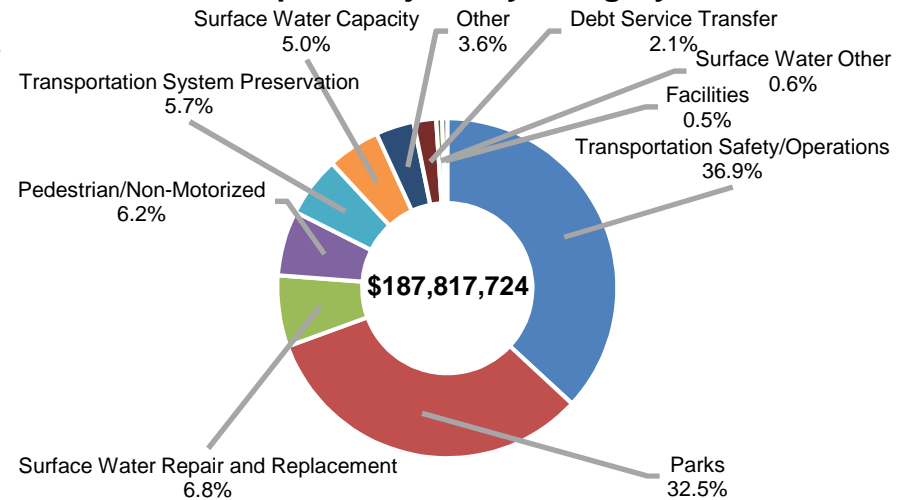
	Proposed 2019	Proposed 2020	Proposed 2021	Proposed 2022	Proposed 2023	Proposed 2024	Total 2019-2024
<b>RESOURCES</b>							
General Fund Contribution	\$1,457,866	\$539,200	\$347,683	\$347,683	\$271,683	\$271,683	\$3,235,798
Transportation Benefit District	1,452,500	1,660,000	1,660,000	1,660,000	1,660,000	1,660,000	\$9,752,500
Transportation Impact Fees	162,000	324,000	60,750	0	0	0	\$546,750
Park Impact Fees	125,000	50,000	0	0	0	0	\$175,000
Real Estate Excise Tax - 1st Quarter Percent	1,164,953	1,168,119	1,222,681	1,276,164	1,351,129	1,432,939	\$7,615,984
Real Estate Excise Tax - 2nd Quarter Percent	1,164,953	1,168,119	1,222,681	1,276,164	1,351,129	1,432,939	\$7,615,984
Soccer Field Rental Contribution	130,000	130,000	130,000	130,000	130,000	130,000	\$780,000
Storage Court Rent Revenue	730,200	730,200	0	0	0	0	\$1,460,400
Surface Water Fees	1,786,057	2,309,461	3,104,137	3,386,970	3,681,644	3,994,965	\$18,263,234
Investment Interest Income	60,960	125,976	101,692	320,810	287,598	153,472	\$1,050,508
King County Flood Zone District Opportunity Fund	110,898	110,898	110,898	110,898	110,898	110,898	\$665,388
Grants - Awarded	6,710,937	6,987,125	12,989,250	13,499,999	2,560,000	700,000	\$43,447,311
Future Financing	0	0	11,850,000	0	0	0	\$11,850,000
Future Funding	0	1,907,000	30,730,200	20,930,200	730,200	730,200	\$55,027,800
King County Voter Approved Trail Funding	120,000	0	0	0	0	0	\$120,000
Private Donations	0	2,120,000	0	0	0	0	\$2,120,000
Use / (Gain) of Accumulated Fund Balance	3,493,917	5,579,905	(9,049,015)	2,224,644	12,352,022	9,489,594	\$24,091,067
<b>TOTAL RESOURCES</b>	<b>\$18,670,242</b>	<b>\$24,910,003</b>	<b>\$54,480,956</b>	<b>\$45,163,531</b>	<b>\$24,486,303</b>	<b>\$20,106,690</b>	<b>\$187,817,724</b>

**Capital Resources by Category**



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

**Capital Projects by Category**





# City of Shoreline Fee Schedules

Attachment D

## 3.01.010 Planning and Community Development

Type of Permit Application	2019 Fee Schedule	2020 Fee Schedule
<b>A. BUILDING</b>		
Valuation (The Total Valuation is the "Building permit valuations" as delineated in section R108.3 of the International Residential Code and section 108.3 of the International Building Code.		
1. \$0 - \$10,000.00	\$199.00	\$204.00
2. \$10,000.01 - \$25,000	\$75 for the first \$2,000.00 + \$14.00 for each additional 1,000.00, or fraction thereof, to and including \$25,000.00	\$75 for the first \$2,000.00 + \$14.00 for each additional 1,000.00, or fraction thereof, to and including \$25,000.00
3. \$25,000.01 - \$50,000.00	\$397 for the first \$25,000.00 + \$11.00 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00.	\$397 for the first \$25,000.00 + \$11.00 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00.
4. \$50,000.01 - \$100,000.00	\$672 for the first \$50,000.00 + \$9.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00.	\$672 for the first \$50,000.00 + \$9.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00.
5. \$100,000.01 - \$500,000.00	\$1,122 for the first \$100,000.00 + \$7 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00.	\$1,122 for the first \$100,000.00 + \$7 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00.
6. \$500,000.01 - \$1,000,000.00	\$3,922 for the first \$500,000.00 + \$5 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00.	\$3,922 for the first \$500,000.00 + \$5 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00.
7. \$1,000,000.01 +	\$6,422 for the first \$1,000,000.00 + \$4 for each additional \$1,000.00, or fraction thereof.	\$6,422 for the first \$1,000,000.00 + \$4 for each additional \$1,000.00, or fraction thereof.
8. Building/Structure Plan Review	65% of the building permit fee	65% of the building permit fee
9. Civil Plan Review, Commercial (if applicable)	Hourly rate, 12 Hour Minimum \$2,388.00	Hourly rate, 12 Hour Minimum \$2,448.00
10. Civil Plan Review, Residential (if applicable)	Hourly rate, 4 Hour Minimum \$796.00	Hourly rate, 4 Hour Minimum \$816.00
11. <u>Civil Plan Review, Residential, up to 1,000 square feet (if applicable)</u>	Hourly rate, 1-hour minimum \$199.00	Hourly rate, 1-hour minimum \$204.00
12. Floodplain Permit	\$213.00	\$218.00
13. Floodplain Variance	\$597.00	\$611.00
14. Demolition, Commercial	\$1,702.00	\$1,742.00
15. Demolition, Residential	\$638.00	\$653.00

## City of Shoreline Fee Schedules

### 3.01.010 Planning and Community Development

Type of Permit Application	2019 Fee Schedule	2020 Fee Schedule
<u>16.</u> Zoning Review	Hourly rate, 1-hour minimum \$199.00	Hourly rate, 1-hour minimum \$204.00
<u>17.</u> Affordable Housing Review	Hourly rate, 10-hour minimum \$1,990.00	Hourly rate, 10-hour minimum \$2,040.00
<u>18.</u> Temporary Certificate of Occupancy (TCO)- Single-Family	\$199.00	\$204.00
<u>19.</u> Temporary Certificate of Occupancy (TCO)- Other	\$597.00	\$613.00
<b>B. ELECTRICAL</b>		
1. Electrical Permit	Permit fee described in WAC 296-46B-905, plus a 20% administrative fee	Permit fee described in WAC 296-46B-905, plus a 20% administrative fee
<b>C. FIRE - CONSTRUCTION</b>		
1. Automatic Fire Alarm System:		
a. Existing System		
New or relocated devices up to 5	\$199.00	\$204.00
New or relocated devices 6 up to 12	\$597.00	\$611.00
Each additional new or relocated device over 12	\$7.00 per device	\$7.00 per device
b. New System	\$795.00	\$813.00
c. Each additional new or relocated device over 30	\$7.00 per device	\$7.00 per device
2. Fire Extinguishing Systems:		
a. Commercial Cooking Hoods		
1 to 12 flow points	\$597.00	\$611.00
More than 12	\$795.00	\$813.00
b. Other Fixed System Locations	\$795.00	\$813.00
3 Fire Pumps:		
a. Commercial Systems	\$795.00	\$813.00

# City of Shoreline Fee Schedules

## 3.01.010 Planning and Community Development

Type of Permit Application	2019 Fee Schedule	2020 Fee Schedule
4. Commercial Flammable/Combustible Liquids:		
a. Aboveground Tank Installations		
First tank	\$398.00	\$407.00
Additional	\$199.00	\$204.00
b. Underground Tank Installations		
First tank	\$398.00	\$407.00
Additional	\$199.00	\$204.00
c. Underground Tank Piping (with new tank)	\$398.00	\$407.00
d. Underground Tank Piping Only (vapor recovery)	\$597.00	\$611.00
e. Underground Tank Removal		
First tank	\$398.00	\$407.00
Additional Tank	\$100.00 per additional tank	\$102.00 per additional tank
5. Compressed Gas Systems (exception: medical gas systems require a plumbing permit):		
a. Excess of quantities in IFC Table 105.6.9	\$398.00	\$407.00
6. High-Piled Storage:		
a. Class I – IV Commodities:		
501 – 2,500 square feet	\$398.00	\$407.00
2,501 – 12,000 square feet	\$597.00	\$611.00
Over 12,000 square feet	\$795.00	\$813.00
b. High Hazard Commodities:		
501 – 2,500 square feet	\$597.00	\$611.00
Over 2,501 square feet	\$995.00	\$1,018.00
7. Underground Fire Mains and Hydrants	\$597.00	\$611.00
8. Industrial Ovens:		
Class A or B Furnaces	\$398.00	\$407.00
Class C or D Furnaces	\$795.00	\$813.00

## City of Shoreline Fee Schedules

### 3.01.010 Planning and Community Development

Type of Permit Application	2019 Fee Schedule	2020 Fee Schedule
9. LPG (Propane) Tanks:		
Commercial, less than 500-Gallon Capacity	\$398.00	\$407.00
Commercial, 500-Gallon+ Capacity	\$597.00	\$613.00
Residential 0 – 500-Gallon Capacity	\$199.00	\$204.00
Spray Booth	\$795.00	\$813.00
10. Sprinkler Systems (each riser):		
a. New Systems	\$995.00, plus \$3.00 per head	\$1,018.00, plus \$3.00 per head
b. Existing Systems		
1 – 10 heads	\$597.00	\$611.00
11 – 20 heads	\$795.00	\$813.00
More than 20 heads	\$995.00, plus \$3.00 per head	\$1,018.00, plus \$3.00 per head
c. Residential (R-3) 13-D System		
1 – 30 heads	\$597.00	\$611.00
More than 30 heads	\$597.00, plus \$3.00 per head	\$611.00, plus \$3.00 per head
Voluntary 13-D Systems in residencies when not otherwise required	\$199.00	\$204.00
11. Standpipe Systems	\$795.00	\$813.00
12. Emergency Power Supply Systems:		
10 kW - 50 kW	\$597.00	\$611.00
> 50 kW	\$995.00	\$1,018.00
13. Temporary Tents and Canopies	\$199.00	\$204.00
14. Fire Review -Single-Family	\$100.00	\$102.00
15. Fire Review -Subdivision	Hourly rate, 1-hour minimum \$199.00	Hourly rate, 1-hour minimum \$204.00
16. Fire Review -Other	Hourly rate, 1-hour minimum \$199.00	Hourly rate, 1-hour minimum \$204.00
17. Emergency Responder Radio Coverage System	\$597.00	\$611.00
18. Smoke Control Systems - Mechanical or Passive	\$795.00	\$813.00

## City of Shoreline Fee Schedules

### 3.01.010 Planning and Community Development

Type of Permit Application	2019 Fee Schedule	2020 Fee Schedule
<b>D. MECHANICAL</b>		
1. Residential Mechanical System	\$199.00 (including 4 pieces of equipment), \$12.00 per piece of equipment over 4	\$204.00 (including 4 pieces of equipment), \$12.00 per piece of equipment over 4
2. Commercial Mechanical System	\$532.00 (including 4 pieces of equipment), \$12.00 per piece of equipment over 4	\$544.00 (including 4 pieces of equipment), \$12.00 per piece of equipment over 4
3. All Other Mechanical Plan Review (Residential and Commercial)	Hourly rate, 1-hour minimum \$199.00	Hourly rate, 1-hour minimum \$204.00
<b>E. PLUMBING</b>		
1. Plumbing System	\$199.00 (including 4 fixtures), \$12.00 per fixture over 4	\$204.00 (including 4 fixtures), \$12.00 per fixture over 4
2. Gas Piping System standalone permit	\$199.00 (including 4 outlets), \$12.00 per outlet over 4	\$204.00 (including 4 outlets), \$12.00 per outlet over 4
3. Gas Piping as part of a plumbing or mechanical permit	\$12.00 per outlet (when included in outlet count)	\$12.00 per outlet (when included in outlet count)
4. Backflow Prevention Device - standalone permit	\$199.00 (including 4 devices), \$12.00 per devices over 4	\$204.00 (including 4 devices), \$12.00 per devices over 4
5. Backflow Prevention Device as part of a plumbing systems permit	\$12.00 per device (when included in fixture count)	\$12.00 per device (when included in fixture count)
6. All Other Plumbing Plan Review (Residential and Commercial)	Hourly rate, 1-hour minimum \$199.00	Hourly rate, 1-hour minimum \$204.00
<b>F. ENVIRONMENTAL REVIEW</b>		
1. Single-Family SEPA Checklist	\$3,191.00	\$3,265.00
2. Multifamily/Commercial SEPA Checklist	\$4,787.00	\$4,898.00
3. Environmental Impact Statement Review	\$8,296.00	\$8,489.00
<b>G. LAND USE</b>		
1. Accessory Dwelling Unit	\$851.00	\$871.00
2. Administrative Design Review	\$1,596.00	\$1,633.00
3. Adult Family Home	\$478.00	\$489.00

## City of Shoreline Fee Schedules

### 3.01.010 Planning and Community Development

Type of Permit Application	2019 Fee Schedule	2020 Fee Schedule
4. Comprehensive Plan Amendment – Site Specific (Note: may be combined with Rezone public hearing.)	\$17,550.00, plus public hearing (\$3,723.00)	\$17,957.00, plus public hearing (\$3,810.00)
5. Conditional Use Permit (CUP)	\$7,446.00	\$7,619.00
6. Historic Landmark Review	\$404.00	\$413.00
7. Interpretation of Development Code	\$745.00	\$762.00
8. Master Development Plan	\$26,593.00, plus public hearing (\$3,723.00)	\$27,210.00, plus public hearing (\$3,810.00)
9. Changes to a Master Development Plan	\$13,296.00, plus public hearing (\$3,723.00)	\$13,647.00, plus public hearing (\$3,810.00)
10. Planned Action Determination	\$341.00	\$349.00
11. Rezone	\$17,231.00, plus public hearing (\$3,723.00)	\$17,631.00, plus public hearing (\$3,810.00)
12. SCTF Special Use Permit (SUP)	\$15,530.00, plus public hearing (\$3,723.00)	\$15,890.00, plus public hearing (\$3,810.00)
13. Sign Permit - Building Mounted, Awning, Driveway Signs	\$426.00	\$436.00
14. Sign Permit - Monument/Pole Signs	\$851.00	\$871.00
15. Special Use Permit	\$15,530.00, plus public hearing (\$3,723.00)	\$15,890.00, plus public hearing (\$3,810.00)
16. Street Vacation	\$10,956.00, plus public hearing (\$3,723.00)	\$11,210.00, plus public hearing (\$3,810.00)
17. Temporary Use Permit (TUP) EXCEPT fee is waived as provided in SMC 20.30.295(D)(2) for Transitional Encampments	\$1,596.00	\$1,633.00
18. Deviation from Engineering Standards	Hourly rate, 8-hour minimum \$1,592.00	Hourly rate, 8-hour minimum \$1,632.00
19. Variances - Zoning	\$9,041.00	\$9,251.00
20. Lot Line Adjustment	\$1,596.00	\$1,633.00
21. Lot Merger	\$398.00	\$407.00
22. Development Agreement	Hourly rate, 2-hour minimum \$398.00	Hourly rate, 2-hour minimum \$408.00
<b>H. CRITICAL AREAS FEES</b>		
1. Critical Area Field Signs	\$7.00 per sign	\$7.00 per sign
2. Critical Areas Review	Hourly rate, 2-hour minimum \$398.00	Hourly rate, 2-hour minimum \$408.00
3. Critical Areas Monitoring Inspections (Review of three reports and three inspections.)	\$1,915.00	\$1,959.00



## City of Shoreline Fee Schedules

### 3.01.010 Planning and Community Development

Type of Permit Application	2019 Fee Schedule	2020 Fee Schedule
4. Critical Areas Reasonable Use Permit (CARUP)	\$14,360.00, plus public hearing (\$3,723.00)	\$14,693.00, plus public hearing (\$3,810.00)
5. Critical Areas Special Use Permit (CASUP)	\$14,360.00, plus public hearing (\$3,723.00)	\$14,693.00, plus public hearing (\$3,810.00)
<b>I. MISCELLANEOUS FEES</b>		
1. Permit Fee for Work Commenced Without a Permit	Twice the Applicable Permit Fee	Twice the Applicable Permit Fee
2. Expedited Review – Building or Site Development Permits	Twice the applicable permit review fee(s)	Twice the applicable permit review fee(s)
3. All Other Fees Per Hour	Hourly rate, 1-hour minimum \$199.00	Hourly rate, 1-hour minimum \$204.00
4. Multiple Family Tax Exemption Application Fee	Hourly rate, 3-hour minimum \$597.00	Hourly rate, 3-hour minimum \$612.00
5. Extension of the Conditional Certificate for the Multiple Family Tax Exemption Application Fee	\$199.00	\$204.00
6. Multiple Family Tax Exemption or Affordable Housing Annual Compliance Verification	\$399.00	\$408.00
7. Pre-application Meeting	Mandatory pre-application meeting \$468.00; Optional pre-application meeting \$199.00	Mandatory pre-application meeting \$479.00; Optional pre-application meeting \$204.00
8. Transportation Impact Analysis (TIA) Review (less than 20 trips)	\$213.00	\$218.00
9. Transportation Impact Analysis (TIA) Review (greater than 20 trips)	\$1,170.00	\$1,197.00
10. Transportation Impact Analysis (TIA) Review - additional review per hour	\$199.00	\$204.00
11. <u>Noise Variance</u>	<u>\$399.00</u>	<u>\$408.00</u>
<b>J. RIGHT-OF-WAY</b>		
1. Right-of-Way Utility Blanket Permits	\$199.00	\$204.00
2. Right-of-Way Use	Hourly rate, 3-hour minimum \$597.00	Hourly rate, 3-hour minimum \$612.00
3. Right-of-Way Site	Hourly rate, 4-hour minimum \$796.00	Hourly rate, 4-hour minimum \$816.00
4. Right-of-Way Special Events	\$995.00	\$1,018.00
5. Residential Parking Zone Permit	\$19.00	\$20.00

## City of Shoreline Fee Schedules

### 3.01.010 Planning and Community Development

Type of Permit Application	2019 Fee Schedule	2020 Fee Schedule
6. <u>Right-of-Way Extension</u>	Hourly rate, 1-hour minimum \$199.00	Hourly rate, 1-hour minimum \$204.00
<b>K. SHORELINE SUBSTANTIAL DEVELOPMENT</b>		
1. Shoreline Conditional Permit Use	\$7,658.00	\$7,836.00
2. Shoreline Exemption	\$500.00	\$512.00
3. Shoreline Variance	\$10,637.00, plus public hearing if required (\$3,723.00)	\$10,884.00, plus public hearing if required (\$3,810.00)
Substantial Development Permit (based on valuation):		
4. up to \$10,000	\$2,659.00	\$2,721.00
5. \$10,000 to \$500,000	\$6,382.00	\$6,530.00
6. over \$500,000	\$10,637.00	\$10,884.00
<b>L. SITE DEVELOPMENT</b>		
1. Clearing and/or Grading Permit	Hourly rate, 3-hour minimum \$597.00	Hourly rate, 3-hour minimum \$612.00
2. Subdivision Construction	Hourly rate, 10-hour minimum \$1,990.00	Hourly rate, 10-hour minimum \$2,040.00
3. Clearing and Grading Inspection - Sum of Cut and Fill Yardage:		
4. 50-500 CY without drainage conveyance	\$199.00	\$204.00
5. 50-500 CY with drainage conveyance	\$426.00	\$436.00
6. 501-5,000 CY	\$851.00	\$871.00
7. 5001-15,000 CY	\$1,702.00	\$1,742.00
8. More than 15,000 CY	\$4,468.00	\$4,572.00
9. Tree Removal	\$199.00	\$204.00
<b>M. SUBDIVISIONS</b>		
1. Binding Site Plan	\$6,063.00	\$6,204.00
2. Preliminary Short Subdivision	\$6,914.00 for two-lot short subdivision, plus (\$532.00) for each additional lot	\$7,074.00 for two-lot short subdivision, plus (\$544.00) for each additional lot
3. Final Short Subdivision	\$2,021.00	\$2,068.00
4. Preliminary Subdivision	\$15,956.00 for ten-lot subdivision, plus (\$745.00) for each additional lot, and public hearing (\$3,723.00)	\$16,326.00 for ten-lot subdivision, plus (\$762.00) for each additional lot, and public hearing (\$3,810.00)

## City of Shoreline Fee Schedules

### 3.01.010 Planning and Community Development

Type of Permit Application	2019 Fee Schedule	2020 Fee Schedule
5. Final Subdivision	\$7,765.00	\$7,945.00
6. Changes to Preliminary Short or Formal Subdivision	\$3,936.00	\$4,027.00
7. Multiple Buildings	Hourly rate, 10-hour minimum \$1,990.00	Hourly rate, 10-hour minimum \$2,040.00
<b>N. SUPPLEMENTAL FEES</b>		
1. Supplemental permit fees	Additional review fees may be assessed if plan revisions are incomplete, corrections not completed, the original scope of the project has changed, or scale and complexity results in review hours exceeding the minimums identified in this schedule. Fees will be assessed at \$199.00 per hour, minimum of one hour.	Additional review fees may be assessed if plan revisions are incomplete, corrections not completed, the original scope of the project has changed, or scale and complexity results in review hours exceeding the minimums identified in this schedule. Fees will be assessed at \$204.00 per hour, minimum of one hour.
2. Reinspection fees	Reinspection fees may be assessed if work is incomplete, corrections not completed or the allotted time is depleted. Fees will be assessed at \$199.00 per hour, minimum one hour.	Reinspection fees may be assessed if work is incomplete, corrections not completed or the allotted time is depleted. Fees will be assessed at \$204.00 per hour, minimum one hour.
3. Investigation inspection	\$265.00	\$271.00
<b>O. FEE REFUNDS</b>		
<p>The city manager or designee may authorize the refunding of:</p> <ol style="list-style-type: none"> <li>1. One hundred percent of any fee erroneously paid or collected.</li> <li>2. Up to 80 percent of the permit fee paid when no work has been done under a permit issued in accordance with this code.</li> <li>3. Up to 80 percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled and minimal plan review work has been done.</li> <li>4. The city manager or designee shall not authorize refunding of any fee paid except on written application filed by the original permittee not later than 180 days after the date of fee payment.</li> </ol>		

## City of Shoreline Fee Schedules

### 3.01.010 Planning and Community Development

Type of Permit Application	2019 Fee Schedule	2020 Fee Schedule
<b>P. FEE WAIVER</b>		
<p>1. The City Manager or designee may authorize the waiver of the double fee for work commenced without a permit for property owners not responsible for initiating the work without a permit. Any fee waiver request must be submitted in writing by the current property owner prior to permit issuance and detail the unpermitted work related to the dates of property ownership.</p>		

[Ord. 806 § 3 (Exh. A), 2017; Ord. 785 § 1, 2017; Ord. 779 § 1, 2017; Ord. 778 § 1, 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 737 § 1 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3, 2012; Ord. 646 § 2, 2012; Ord. 641 § 1, 2012; Ord. 629 § 1, 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 585 §§ 3(a), 3(b) (Exh. B), 2010; Ord. 563 § 3 (Exh. B), 2009; Ord. 528 § 3 (Exh. A), 2008; Ord. 486 § 3, 2007; Ord. 451 § 1, 2006; Ord. 426 § 4, 2006]

## City of Shoreline Fee Schedules

### 3.01.014 Impact Fee Administrative Fees

<b>A. Administrative Fees</b>		<b>2019 Fee Schedule</b>	<b>2020 Fee Schedule</b>
1.	Administrative Fee - All applicable projects per building permit application	Hourly rate, 1- hour minimum \$199.00	Hourly rate, 1- hour minimum \$204.00
2.	Administrative Fee - Impact fee estimate/preliminary determination per building permit application	Hourly rate, 1- hour minimum \$199.00	Hourly rate, 1- hour minimum \$204.00
3.	Administrative Fee - Independent fee calculation per impact fee type	Hourly rate, 1- hour minimum \$193	Hourly rate, 1- hour minimum \$193
4.	Administrative Fee - Deferral program	Hourly rate, 1- hour minimum \$193	Hourly rate, 1- hour minimum \$193
All administrative fees are nonrefundable.			
Administrative fees shall not be credited against the impact fee.			
Administrative fees applicable to all projects shall be paid at the time of building permit issuance.			
Administrative fees for impact fee estimates or preliminary determination shall be paid at the time the request is submitted to the city.			
Administrative fees for independent fee calculations shall be paid prior to issuance of the director's determination, or for fire impact fees, the fire chief's determination.			

[Ord. 806 § 3 (Exh. A), 2017]

## City of Shoreline Fee Schedules

### 3.01.015 Transportation Impact Fees

ITE Code	Land Use Category/Description	2019 Fee Schedule		2020 Fee Schedule	
		Impact Fee Per Unit @		Impact Fee Per Unit @	
		\$7,396.69 per Trip		\$7,603.80 per Trip	
A. Rate Table					
90	Park-and-ride lot w/ bus svc	3,439.46	per parking space	3,535.77	per parking space
110	Light industrial	9.40	per square foot	9.66	per square foot
140	Manufacturing	7.08	per square foot	7.28	per square foot
151	Mini-warehouse	2.52	per square foot	2.59	per square foot
210	Single family house (includes townhouse and duplex)	6,723.58	per dwelling unit	6,911.84	per dwelling unit
220	Apartment (includes accessory dwelling unit)	4,356.65	per dwelling unit	4,478.64	per dwelling unit
230	Condominium	4,423.22	per dwelling unit	4,547.07	per dwelling unit
240	Mobile home park	3,142.11	per dwelling unit	3,230.09	per dwelling unit
251	Senior housing	1,437.91	per dwelling unit	1,478.17	per dwelling unit
254	Assisted Living	659.04	per bed	677.49	per bed
255	Continuing care retirement	2,145.04	per dwelling unit	2,205.10	per dwelling unit
310	Hotel	4,494.96	per room	4,620.82	per room
320	Motel	3,580.74	per room	3,681.00	per room
444	Movie theater	14.09	per square foot	14.49	per square foot
492	Health/fitness club	18.56	per square foot	19.08	per square foot
530	School (public or private)	5.46	per square foot	5.61	per square foot
540	Junior/community college	14.27	per square foot	14.67	per square foot
560	Church	3.67	per square foot	3.77	per square foot
565	Day care center	35.25	per square foot	36.24	per square foot
590	Library	17.81	per square foot	18.31	per square foot
610	Hospital	8.63	per square foot	8.88	per square foot
710	General office	12.99	per square foot	13.36	per square foot
720	Medical office	23.61	per square foot	24.27	per square foot
731	State motor vehicles dept	113.77	per square foot	116.96	per square foot
732	United States post office	27.15	per square foot	27.91	per square foot
820	General retail and personal services (includes shopping center)	9.83	per square foot	10.11	per square foot
841	Car sales	18.08	per square foot	18.58	per square foot
850	Supermarket	26.85	per square foot	27.60	per square foot
851	Convenience market-24 hr	49.89	per square foot	51.29	per square foot
854	Discount supermarket	27.38	per square foot	28.14	per square foot
880	Pharmacy/drugstore	15.81	per square foot	16.25	per square foot
912	Bank	38.46	per square foot	39.54	per square foot
932	Restaurant: sit-down	27.74	per square foot	28.52	per square foot
934	Fast food	63.83	per square foot	65.61	per square foot
937	Coffee/donut shop	80.97	per square foot	83.24	per square foot
941	Quick lube shop	28,791.60	per service bay	29,597.76	per service bay
944	Gas station	26,181.49	per pump	26,914.57	per pump
948	Automated car wash	55.96	per square foot	57.53	per square foot
B. Administrative Fees - See SMC 3.01.014					

[Ord. 806 § 3 (Exh. A), 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 737 § 2 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 720 § 1, 2015; Ord. 704 § 1, 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 690 § 2 (Exh B), 2014]

## City of Shoreline Fee Schedules

### 3.01.016 Park Impact Fees

	2019 Fee Schedule		2020 Fee Schedule	
A. Rate Table				
Use Category	Impact Fee		Impact Fee	
Single Family Residential	4,090	per dwelling unit	4,205	per dwelling unit
Multi-Family Residential	2,683	per dwelling unit	2,758	per dwelling unit
B. Administrative Fees - See SMC 3.01.014				

[Ord. 806 § 3 (Exh. A), 2017; Ord. 786 § 2 (Exh. B), 2017]

## City of Shoreline Fee Schedules

### 3.01.017 Fire Impact Fees

	2019 Fee Schedule		2020 Fee Schedule	
A. Rate Table				
Use Category	Impact Fee		Impact Fee	
Residential				
Single-Family Residential	2,259.00	per dwelling unit	2,311.00	per dwelling unit
Multi-Family Residential	1,957.00	per dwelling unit	2,002.00	per dwelling unit
Commercial				
Commercial 1	2.78	per square foot	2.84	per square foot
Commercial 2	1.79	per square foot	1.83	per square foot
Commercial 3	5.60	per square foot	5.73	per square foot
B. Administrative Fees - See SMC 3.01.014				

[Ord. 791 § 2 (Exh. 2), 2017]



**City of Shoreline  
Fee Schedules**

**3.01.020 Fire - Operational**

Type of Permit Application	2019 Fee Schedule Proposed	2020 Fee Schedule Proposed
<b>A. FIRE - OPERATIONAL</b>		
1. Aerosol Products	\$199.00	\$204.00
2. Amusement Buildings	\$199.00	\$204.00
3. Carnivals and Fairs	\$199.00	\$204.00
4. Combustible Dust-Producing Operations	\$199.00	\$204.00
5. Combustible Fibers	\$199.00	\$204.00
6. Compressed Gases	\$199.00	\$204.00
7. Cryogenic Fluids	\$199.00	\$204.00
8. Cutting and Welding	\$199.00	\$204.00
9. Dry Cleaning (hazardous solvent)	\$199.00	\$204.00
10. Flammable/Combustible Liquid Storage/Handle/Use	\$199.00	\$204.00
11. Flammable/Combustible Liquid Storage/Handle/Use - (add'l specs)	Add'l fee based on site specs	Add'l fee based on site specs
12. Floor Finishing	\$199.00	\$204.00
13. Garages, Repair or Servicing - 1 to 5 Bays	\$199.00	\$204.00
14. Garages, Repair or Servicing - (add'l 5 Bays)	\$100.00	\$102.00
15. Hazardous Materials	\$597.00	\$611.00
16. Hazardous Materials (including Battery Systems 55 gal>)	\$199.00	\$204.00
17. High-Piled Storage	\$199.00	\$204.00
18. Hot Work Operations	\$199.00	\$204.00
19. Indoor Fueled Vehicles	\$199.00	\$204.00
20. Industrial Ovens	\$199.00	\$204.00
21. LP Gas-Consumer Cylinder Exchange	\$100.00	\$102.00
22. LP Gas-Retail Sale of 2.5 lb or less	\$100.00	\$102.00
23. LP Gas-Commercial Containers (Tanks)	\$199.00	\$204.00
24. LP Gas-Commercial Containers, Temporary (Tanks)	\$199.00	\$204.00
25. Lumber Yard	\$199.00	\$204.00
26. Misc Comb Material	\$199.00	\$204.00
27. Open Flames and Candles	\$199.00	\$204.00
28. Open Flames and Torches	\$199.00	\$193.00

**City of Shoreline  
Fee Schedules**

**3.01.020 Fire - Operational**

<b>Type of Permit Application</b>	<b>2019 Fee Schedule Proposed</b>	<b>2020 Fee Schedule Proposed</b>
29. Places of Assembly 50 to 100	\$100.00	\$97.00
30. Places of Assembly up to 500	\$199.00	\$204.00
31. Places of Assembly 501>	\$398.00	\$407.00
32. Places of Assembly (add'l assembly areas)	\$100.00	\$102.00
33. Places of Assembly - A-5 Outdoor	\$100.00	\$102.00
34. Places of Assembly - Outdoor Pools	\$100.00	\$102.00
35. Places of Assembly - Open Air Stadiums	\$199.00	\$204.00
36. Pyrotechnic Special Effects Material	\$199.00	\$204.00
37. Pyrotechnic Special Effects Material (add'l specs)	Add'l fee based on site specs	Add'l fee based on site specs
38. Refrigeration Equipment	\$199.00	\$204.00
39. Scrap Tire Storage	\$199.00	\$204.00
40. Spraying or Dipping	\$199.00	\$204.00
41. Waste Handling	\$199.00	\$204.00
42. Wood Products	\$199.00	\$204.00

[Ord. 806 § 3 (Exh. A), 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 678 § 3 (Exh. A), 2013]

## City of Shoreline Fee Schedules

### 3.01.025 Affordable Housing Fee In-Lieu

		2019 Fee Schedule		2020 Fee Schedule	
A. Rate Table					
Zoning District	Fee per unit if providing 10% of total units as affordable	Fee per unit if providing 20% of total units as affordable	Fee per unit if providing 10% of total units as affordable	Fee per unit if providing 20% of total units as affordable	
MUR-45	206,152.00	158,448.00	206,152.00	158,448.00	
MUR-70	206,152.00	158,448.00	206,152.00	158,448.00	
MUR-70 with development agreement	253,855.00	206,152.00	253,855.00	206,152.00	
Note: The Fee In-Lieu is calculated by multiplying the fee shown in the table by the fractional mandated unit. For example, a 0.40 fractional unit multiplied by \$206,152 would result in a Fee In-Lieu of \$82,460.80.					

[Ord. 817 § 1, 2018]

## City of Shoreline Fee Schedules

### 3.01.100 Animal Licensing and Service Fees

Annual License	2019 Fee Schedule	2020 Fee Schedule
<b>A. PET - DOG OR CAT</b>		
1. Unaltered	\$60.00	\$60.00
2. Altered	\$30.00	\$30.00
3. Juvenile pet	\$15.00	\$15.00
4. Discounted pet	\$15.00	\$15.00
5. Replacement tag	\$5.00	\$5.00
6. Transfer fee	\$3.00	\$3.00
7. License renewal late fee – received 45 to 90 days following license expiration	\$15.00	\$15.00
8. License renewal late fee – received 90 to 135 days following license expiration	\$20.00	\$20.00
9. License renewal late fee – received more than 135 days following license expiration	\$30.00	\$30.00
10. License renewal late fee – received more than 365 days following license expiration	\$30.00 plus license fee(s) for any year(s) that the pet was unlicensed	\$30.00 plus license fee(s) for any year(s) that the pet was unlicensed
<i>Service Animal Dogs and Cats and K-9 Police Dogs: Service animal dogs and cats and K-9 police dogs must be licensed, but there is no charge for the license.</i>		
<b>B. GUARD DOG</b>		
1. Guard dog registration	\$100.00	\$100.00
<b>C. ANIMAL RELATED BUSINESS</b>		
1. Hobby kennel and hobby cattery	\$50.00	\$50.00
2. Guard dog trainer	\$50.00	\$50.00
3. Guard dog purveyor	\$250.00	\$250.00
<b>D. GUARD DOG PURVEYOR</b>		
1. If the guard dog purveyor is in possession of a valid animal shelter, kennel or pet shop license, the fee for the guard dog purveyor license shall be reduced by the amount of the animal shelter, kennel or pet shop license.		

**City of Shoreline  
Fee Schedules**

**3.01.100 Animal Licensing and Service Fees**

Annual License	2019 Fee Schedule	2020 Fee Schedule
<b>E. FEE WAIVER</b>		
<p>1. The director of the animal care and control authority may waive or provide periods of amnesty for payment of outstanding licensing fees and late licensing penalty fees, in whole or in part, when to do so would further the goals of the animal care and control authority and be in the public interest.</p> <p>In determining whether a waiver should apply, the director of the animal care and control authority must take into consideration the total amount of the fees charged as compared with the gravity of the violation and the effect on the owner, the animal's welfare and the animal care and control authority if the fee or fees or penalties are not waived and no payment is received.</p>		

[Ord. 806 § 3 (Exh. A), 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3 (Exh. A), 2012; Ord. 595 § 3 (Att. B), 2011]

## City of Shoreline Fee Schedules

### 3.01.200 Business License Fees

License	2019 Fee Schedule	2020 Fee Schedule
<b>A. BUSINESS LICENSE FEES - GENERAL</b>		
<del>1.</del> Annual <del>business license</del> <u>registration</u> fee <u>for new application filed between January 1 and June 30</u>	<u>\$40.00</u>	<u>\$40.00</u>
<del>1-2.</del> Annual <del>business license</del> <u>registration</u> fee <u>for new application filed between July 1 and December 31</u>	<u>\$20.00</u>	<u>\$20.00</u>
The annual business license fee <del>may be</del> <u>is</u> prorated as necessary to conform to SMC 5.05.060		
<del>3.</del> Annual business license <u>renewal</u> fee	\$40.00 Annual	\$40.00 Annual
<del>2.</del> Penalty <u>schedule</u> for late <u>annual business license</u> renewal as described in SMC 5.05.080	<del>\$20.00 Annual</del>	<del>\$20.00 Annual</del>
<b><u>Months Past Due</u></b>		
<u>One</u>	<u>\$10.00</u>	<u>\$10.00</u>
<u>Two</u>	<u>\$15.00</u>	<u>\$15.00</u>
<u>Three</u>	<u>\$20.00</u>	<u>\$20.00</u>
<b>B. REGULATORY LICENSE FEES</b>		
1. Regulated massage business	\$219.00 Per Year	\$226.00 Per Year
2. Massage manager	\$48.00 Per Year	\$50.00 Per Year
<b><u>Plus additional fee for background checks for regulated massage business or massage manager:</u></b>		
<b><u>- Effective through June 30, 2019</u></b>	<b><u>\$12.00</u></b>	<b><u>N/A</u></b>
<b><u>- Effective July 1, 2019</u></b>	<b><u>\$11.00</u></b>	<b><u>\$11.00</u></b>
3. Public dance	\$150.00 Per Dance	\$155.00 Per Dance
4. Pawnbroker	\$701.00 Per Year	\$724.00 Per Year
5. Secondhand Dealer	\$67.00 Per Year	\$69.00 Per Year
6. Master solicitor	\$137.00 Per Year	\$141.00 Per Year
7. Solicitor	\$34.00 Per Year	\$35.00 Per Year
Late fees for the above regulatory licenses: A late penalty shall be charged on all applications for renewal of a regulatory license received later than 10 working days after the expiration date of such license. The amount of such penalty is fixed as follows: * For a license requiring a fee of less than \$50.00, two percent of the required fee. * For a license requiring a fee of more than \$50.00, ten percent of the required fee.		

## City of Shoreline Fee Schedules

8. Adult cabaret operator	\$701.00 Per Year	\$724.00 Per Year
9. Adult cabaret manager	\$150.00 Per Year	\$155.00 Per Year
10. Adult cabaret entertainer	\$150.00 Per Year	\$155.00 Per Year
11. Panoram Operator	\$699.00 Per Year/ <del>plus additional \$38 fee for fingerprint background checks for each operator</del>	\$722.00 Per Year/ <del>plus additional \$38 fee for fingerprint background checks for each operator</del>
<b><u>Plus additional fee for fingerprint background checks for each operator:</u></b>		
<b><u>- Effective through June 30, 2019</u></b>	<b><u>\$38.00</u></b>	<b><u>N/A</u></b>
<b><u>- Effective July 1, 2019</u></b>	<b><u>\$58.00</u></b>	<b><u>\$58.00</u></b>
12. Panoram premise	\$287.00 Per Year	\$296.00 Per Year
13. Panoram device	\$82.00 Per Year Per Device	\$85.00 Per Year Per Device
<b><u>Late fees/penalty schedule for Adult cabaret and Panoram licenses:</u></b>		
Days Past Due		
7 - 30	10% <b><u>of Regulatory License Fee</u></b>	10% <b><u>of Regulatory License Fee</u></b>
31 - 60	25% <b><u>of Regulatory License Fee</u></b>	25% <b><u>of Regulatory License Fee</u></b>
61 and over	100% <b><u>of Regulatory License Fee</u></b>	100% <b><u>of Regulatory License Fee</u></b>
14. Duplicate Regulatory License	\$6.00	\$6.00

[Ord. 806 § 3 (Exh. A), 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 734 § 2, 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 650 § 3 (Exh. A), 2012; Ord. 625 § 4, 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 585 §§ 3(a), 3(b) (Exh. B), 2010; Ord. 563 § 4 (Exh. B), 2009]

### 3.01.210 Hearing Examiner Fees

	2019 Fee Schedule	2020 Fee Schedule
<b>A. HEARING EXAMINER FEES</b>	\$533.00	\$550.00

[Ord. 806 § 3 (Exh. A), 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 650 § 3 (Exh. A), 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 585 §§ 3(a), 3(b) (Exh. B), 2010; Ord. 528 § 3 (Exh. A), 2008; Ord. 486 § 3, 2007; Ord. 451 § 2, 2006]

## City of Shoreline Fee Schedules

### 3.01.220 Public Records

	2019 Fee Schedule	2020 Fee Schedule
1. Photocopying paper records		
a. Black and white photocopies of paper up to 11 by 17 inches - if more than five pages	\$0.15 Per Page	\$0.15 Per Page
b. Black and white photocopies of paper larger than 11 by 17 inches - City Produced	\$3.50 Per Page	\$3.50 Per Page
c. Color photocopies up to 11 by 17 inches - if more than three pages	\$0.25 Per Page	\$0.25 Per Page
2. Scanning paper records		
a. Scans of paper up to 11 by 17 inches - if more than five pages	\$0.15 Per Page	\$0.15 Per Page
3. Copying electronic records		
a. Copies of electronic records to file sharing site - if more than five pages (2 minute minimum for first installment only)	\$0.85 Per Minute	\$0.85 Per Minute
b. Copies of electronic records onto other storage media	Cost incurred by City for hardware plus \$0.85/minute	Cost incurred by City for hardware plus \$0.85/minute
4. Other fees		
a. Photocopies - vendor produced	Cost charged by vendor, depending on size and process	
b. Convert electronic records (in native format) into PDF format – if more than 15 minutes	\$50.00 Per hour	\$50.00 Per hour
c. Service charge to prepare data compilations or provide customized electronic access services	Actual staff cost	Actual staff cost
d. Photographic prints and slides	Cost charged by vendor, depending on size and process	
e. Clerk certification	\$1.50 Per document	\$1.50 Per document
5. Geographic Information Systems (GIS) services		
a. GIS maps smaller than 11 by 17 inches	\$0.50 Per Page	\$0.50 Per Page
b. GIS maps larger than 11 by 17 inches	\$1.70 Per Square Foot	\$1.70 Per Square Foot
c. Custom GIS Mapping and Data Requests	\$98.00 Per Hour (1 Hour Minimum)	\$101.00 Per Hour (1 Hour Minimum)

[Ord. 806 § 3 (Exh. A), 2017; Ord. 784 § 1, 2017; Ord. 778 § 1, 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 738 § 1, 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3 (Exh. A), 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 585 §§ 3(a), 3(b) (Exh. B), 2010; Ord. 563 § 3 (Exh. B), 2009; Ord. 528 § 3 (Exh. A), 2008; Ord. 486 § 3, 2007; Ord. 451 § 6, 2006; Ord. 435 § 7, 2006; Ord. 404, 2005; Ord. 366, 2004; Ord. 342, 2003; Ord. 315, 2002; Ord. 294 § 1, 2001; Ord. 285 § 3, 2001; Ord. 256 § 3, 2000]



## City of Shoreline Fee Schedules

### 3.01.230 Vehicle Impound Fees

	2019 Fee Schedule	2020 Fee Schedule
<del>Individuals redeeming vehicles impounded under SMC 10.05.030 (A)(3) shall pay an administrative fee</del>	<del>\$170.00</del>	<del>\$170.00</del>

[Ord. 806 § 3 (Exh. A), 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3 (Exh. A), 2012; Ord. 585 § 5 (Exh. D), 2010]

## City of Shoreline Fee Schedules

### 3.01.300 Parks, Recreation and Cultural Services

Fee	2019 Resident Rate Amended	2019 Non- Resident Rate Amended	2020 Resident Rate Amended	2020 Non- Resident Rate Amended
<b>A. OUTDOOR RENTAL FEES</b>				
1. Picnic Shelters – (same for all groups)				
a. Half Day (9:00am-2:00pm or 2:30pm-Dusk)	\$70	\$89	\$72	\$91
b. Full Day (9:00am - Dusk)	\$102	\$128	\$104	\$131
2. Cromwell Park Amphitheater & Richmond Beach Terrace				
a. Half Day	\$70	\$89	\$72	\$91
b. Full Day	\$102	\$128	\$104	\$131
3. Alcohol Use				
a. Per hour, 4 hour minimum (includes shelter rental)	\$90	\$108	\$93	\$111
4. Athletic Fields (Per Hour)				
a. Lights (determined by dusk schedule; hourly rate includes \$5 Capital Improvement Fee)	\$23	\$23	\$24	\$24
b. Youth Organization Game * and/or Practice	\$6	\$10	\$7	\$10
c. Youth Organization Tournament *	\$10	\$13	\$10	\$13
d. Practice	\$17	\$21	\$17	\$22
e. Games *	\$32	\$38	\$33	\$39
f. * Additional field prep fee may be added	\$27	\$36	\$27	\$37
5. Synthetic Fields (Per Hour)				
a. Youth Organizations	\$19	\$28	\$20	\$28
b. Private Rentals	\$66	\$81	\$67	\$83
c. Discount Field Rate **	\$19	\$28	\$20	\$28
6. Tennis Courts				
a. Per hour	\$7	\$9	\$8	\$9
7. Park and Open Space Non-Exclusive Use Permit				
a. per hour	\$15	\$19	\$16	\$19
8. Community Garden Plot Annual Rental Fee				
a. Standard Plot	\$43	N/A	\$44	N/A
b. Accessible Plot	\$21	N/A	\$22	N/A
**Offered during hours of low usage as established and posted by the PRCS Director				

## City of Shoreline Fee Schedules

### 3.01.300 Parks, Recreation and Cultural Services

Fee	2019 Resident Rate Amended	2019 Non- Resident Rate Amended	2020 Resident Rate Amended	2020 Non- Resident Rate Amended
9. Amplification Supervisor Fee				
a. Per hour; when applicable	\$26	\$26	\$26	\$26
10. Attendance Fee				
a. 101-199 Attendance	\$52	\$52	\$53	\$53
b. 200-299 Attendance	\$103	\$103	\$106	\$106
c. 300+ Attendance	Varies	Varies	Varies	Varies
<b>B. INDOOR RENTAL FEES</b>				
	Per Hour (2 Hour Minimum)	Per Hour (2 Hour Minimum)	Per Hour (2 Hour Minimum)	Per Hour (2 Hour Minimum)
1. Richmond Highlands (same for all groups) Maximum Attendance 214				
a. Entire Building (including building monitor)	\$62	\$74	\$63	\$76
2. Spartan Recreation Center Fees for Non-Profit Youth Organizations/Groups				
a. Multi-Purpose Room 1 or 2	\$13	\$17	\$13	\$17
b. Multi-Purpose Room 1 or 2 w/Kitchen	\$21	\$27	\$22	\$27
c. Gymnastics Room	\$13	\$17	\$13	\$17
d. Dance Room	\$13	\$17	\$13	\$17
e. Gym-One Court	\$21	\$27	\$22	\$27
f. Entire Gym	\$37	\$48	\$38	\$49
g. Entire Facility	\$101	\$128	\$103	\$131
3. Spartan Recreation Center Fees for All Other Organizations/Groups				
a. Multi-Purpose Room 1 or 2	\$26	\$31	\$26	\$32
b. Multi-Purpose Room 1 or 2 w/Kitchen	\$36	\$44	\$37	\$45
c. Gymnastics Room	\$26	\$31	\$26	\$32
d. Dance Room	\$26	\$31	\$26	\$32
e. Gym-One Court	\$36	\$44	\$37	\$45
f. Entire Gym	\$68	\$82	\$70	\$84
g. Entire Facility	\$133	\$160	\$136	\$163
As a health and wellness benefit for regular City employees, daily drop-in fees for regular City employees shall be waived.				
* Rentals outside the normal operating hours of the Spartan Gym may require an additional supervision fee. (See Below)				

## City of Shoreline Fee Schedules

### 3.01.300 Parks, Recreation and Cultural Services

Fee	2019 Resident Rate Amended	2019 Non- Resident Rate Amended	2020 Resident Rate Amended	2020 Non- Resident Rate Amended
4. City Hall Rental Fees				
a. City Hall Rental - Third Floor Conference Room	\$37 Per Hour	\$45 Per Hour	\$38 Per Hour	\$46 Per Hour
b. City Hall Rental - Council Chambers	\$107 Per Hour	\$128 Per Hour	\$110 Per Hour	\$131 Per Hour
c. AV Set-up Fee - Per Room	\$16	\$16	\$16	\$16
5. Other Indoor Rental Fees:				
a-1. Security Deposit (1-125 people): (refundable)	\$200	\$200	\$200	\$200
a-2. Security Deposit (126+ people): (refundable)	\$400	\$400	\$400	\$400
b. Supervision Fee (if applicable)	\$20/hour	\$20/hour	\$21/hour	\$21/hour
c. Daily Rates (shall not exceed)	\$904	\$1,085	\$925	\$1,110
<b>C. CONCESSIONAIRE PERMIT</b>				
1. Annual Permit - Calendar Year (requires additional hourly fee)	\$52	\$62	\$53	\$63
2. Additional Hourly Concession Fee (requires annual permit)	\$3/hour	\$3/hour	\$3/hour	\$3/hour
Concession Permit fees and additional Concession Fees are exempt for Non-Profit Youth Organizations, and sanctioned Neighborhood Association Events. Sanctioned Neighborhood Associations Events are exempt from all rental fees with the exception of associated supervision fees when applicable. Concession/Admission/Sales Fees may be modified at the discretion of the PRCS Director.				
<b>D. INDOOR DROP-IN FEES</b>				
1. Showers Only (Spartan Recreation Center)	\$1	\$1	\$1	\$1
2. Drop-In				
a. Adult	\$3	\$4	\$3	\$4
b. Senior/Disabled	\$2	\$3	\$2	\$3
3. 1 Month Pass				
a. Adult	\$26	\$32	\$26	\$33
b. Senior/Disabled	\$17	\$22	\$17	\$22
4. 3 Month Pass				
a. Adult	\$64	\$74	\$65	\$76
b. Senior/Disabled	\$45	\$53	\$46	\$54
Senior is 60+ years of age				

**City of Shoreline  
Fee Schedules**

**3.01.300 Parks, Recreation and Cultural Services**

Fee	2019 Resident Rate Amended	2019 Non- Resident Rate Amended	2020 Resident Rate Amended	2020 Non- Resident Rate Amended
<b>E. AQUATICS DROP-IN FEES</b>				
1. Drop-In				
a. Adult	\$4	\$5	\$4	\$5
b. Adult- Real Deal	\$2	\$3	\$2	\$3
c. Youth/Senior/Disabled	\$3	\$4	\$3	\$4
d. Youth/Senior/Disabled - Real Deal	\$1	\$2	\$1	\$2
e. Family	\$11	\$13	\$11	\$13
2. 1 Month Pass				
a. Adult	\$43	\$53	\$44	\$54
b. Youth/Senior/Disabled	\$32	\$38	\$33	\$39
c. Family	\$133	\$160	\$136	\$163
3. 3 Month Pass				
a. Adult	\$122	\$153	\$125	\$156
b. Youth/Senior/Disabled	\$91	\$110	\$94	\$112
c. Family	\$330	\$396	\$337	\$405
4. 1 Year Pass				
a. Adult	\$447	\$558	\$457	\$571
b. Youth/Senior/Disabled	\$307	\$369	\$315	\$377
c. Family	\$862	\$1,034	\$882	\$1,058
<b>5. Showers Only (Shoreline Pool)</b>	<b>\$1</b>	<b>\$1</b>	<b>\$1</b>	<b>\$1</b>
<b>F. INDOOR / AQUATICS JOINT PASS FEES</b>				
1. Indoor / Aquatics Joint 1 Month Pass				
a. Adult	\$58	\$69	\$59	\$71
b. Senior/Disabled	\$40	\$49	\$41	\$50
<b>G. AQUATICS RENTAL FEES</b>				
1. Ongoing Organization Rentals (Insurance Required)				
a. Rentals On-Going (non-swim team) per hour	\$81	\$98	\$83	\$100
b. Swim Team Per/ Lane/Hr	\$12	\$14	\$12	\$15

## City of Shoreline Fee Schedules

### 3.01.300 Parks, Recreation and Cultural Services

Fee	2019 Resident Rate Amended	2019 Non- Resident Rate Amended	2020 Resident Rate Amended	2020 Non- Resident Rate Amended
2. Public Rentals per Hour				
a. 1-60	\$125	\$150	\$128	\$153
b. 61-150	\$163	\$195	\$166	\$200
Aquatics and General Recreation programs fees are based upon market rate.				
<b>H. AQUATICS AND GENERAL RECREATION PROGRAM FEES</b>				
Aquatics and General Recreation Program Fees are based upon the PRCS Cost Recovery/Fee Setting Framework.				
<b>I. FEE IN LIEU OF STREET TREE REPLACEMENT</b>	\$2,553	N/A	\$2,612	N/A
<b>J. FEE REFUNDS</b>				
Whenever a fee is paid for the use of Parks, Recreation and Cultural Services Department facilities or property or for participation in a Parks, Recreation and Cultural Services Department sponsored class or program, and a refund request is made to the city, fees may be refunded according to the Parks, Recreation and Cultural Services Department's Refund Policy and Procedures.				
<b>K. RECREATION SCHOLARSHIPS</b>				
Scholarships for the fee due to the participate in a Parks, Recreation and Cultural Services Department sponsored class or program may be awarded when a request is made to the city according to the Parks, Recreation and Cultural Services Department's Recreation Scholarship Policy and Procedures.				

[Ord. 806 § 3 (Exh. A), 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3 (Exh. A), 2012; Ord. 647 § 2, 2012; Ord. 627 § 4, 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 602 § 1, 2011; Ord. 585 §§ 3(a), 3(b) (Exh. B), 2010; Ord. 563 § 3 (Exh. A), 2009; Ord. 528 § 3 (Exh. A), 2008; Ord. 486 § 3, 2007; Ord. 451 § 3, 2006; Ord. 428 § 1, 2006; Ord. 404, 2005; Ord. 366, 2004; Ord. 342, 2003; Ord. 315, 2002; Ord. 294 § 1, 2001; Ord. 285 § 2, 2001; Ord. 256 § 2, 2000]

## City of Shoreline Fee Schedules

### 3.01.400 Surface Water Management Rate Table

Rate Category		2019 SWM Annual Fee				2020 SWM Annual Fee			
		2019 SWM Annual Fee	Effective Utility Tax	Per Unit	Fee + Utility Tax	2020 SWM Annual Fee	Effective Utility Tax	Per Unit	Fee + Utility Tax
<b>A. Rate Table</b>									
1. Residential: Single-family home		\$232.59	\$13.96	Per Parcel	\$246.55	\$255.85	\$15.35	Per Parcel	\$271.20
2. Very Light	Less than or equal to 10%	\$232.59	\$13.96	Per Parcel	\$246.55	\$255.85	\$15.35	Per Parcel	\$271.20
3. Light	More than 10%, less than or equal to 20%	\$540.21	\$32.41	Per Acre	\$572.62	\$594.23	\$35.65	Per Acre	\$629.88
4. Moderate	More than 20%, less than or equal to 45%	\$1,116.01	\$66.96	Per Acre	\$1,182.97	\$1,227.61	\$73.66	Per Acre	\$1,301.27
5. Moderately Heavy	More than 45%, less than or equal to 65%	\$2,164.48	\$129.87	Per Acre	\$2,294.35	\$2,380.93	\$142.86	Per Acre	\$2,523.79
6. Heavy	More than 65%, less than or equal to 85%	\$2,742.19	\$164.53	Per Acre	\$2,906.72	\$3,016.41	\$180.98	Per Acre	\$3,197.39
7. Very Heavy	More than 85%, less than or equal to 100%	\$3,591.86	\$215.51	Per Acre	\$3,807.37	\$3,951.04	\$237.06	Per Acre	\$4,188.10
Minimum Rate		\$232.59	\$13.96		\$246.55	\$255.85	\$15.35		\$271.20
<p>There are two types of service charges: The flat rate and the sliding rate.</p> <p>The flat rate service charge applies to single family homes and parcels with less than 10% hard surface. The sliding rate service charge applies to all other properties in the service area. The sliding rate is calculated by measuring the amount of hard surface on each parcel and multiplying the appropriate rate by total acreage.</p>									
<b>B. CREDITS</b>									
Several special rate categories will automatically be assigned to those who qualify									
1. An exemption for any home owned and occupied by a low income senior citizen determined by the assessor to qualify under RCW 84.36.381.									
2. A public school district shall be eligible for a waiver of up to 100% of its standard rates based on providing curriculum which benefits surface water utility programs. The waiver shall be provided in accordance with the Surface Water Management Educational Fee Waiver procedure. The program will be reviewed by July 1, 2021.									
3. Alternative Mobile Home Park Charge. Mobile Home Park Assessment can be the lower of the appropriate rate category or the number of mobile home spaces multiplied by the single-family residential rate.									
<b>C. RATE ADJUSTMENTS</b>									
Any person receiving a bill may file a request for a rate adjustment within two years of the billing date. (Filing a request will not extend the payment period). Property owners should file a request for a change in the rate assessed if:									
1. The property acreage is incorrect;									
2. The measured hard surface is incorrect;									
3. The property is charged a sliding fee when the fee should be flat;									
4. The person or property qualifies for an exemption or discount; or									
5. The property is wholly or in part outside the service area.									
<b>D. REBATE</b>									
Developed properties shall be eligible for the rebate under SMC 13.10.120 for constructing approved rain gardens or conservation landscaping at a rate of <del>\$250</del> per square foot not to exceed <del>\$1,620</del> for any parcel.									

[Ord. 806 § 3 (Exh. A), 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 704 § 1, 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 678 § 1, 2013 (Exh. A); Ord. 659 § 2, 2013; Ord. 650 § 3 (Exh. A), 2012; Ord. 642 § 1, 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 585 § 3(a), 2010; Ord. 528 § 3 (Exh. A), 2008; Ord. 486 § 3, 2007; Ord. 451 §§ 7, 14, 2006; Ord. 404, 2005; Ord. 366, 2004; Ord. 342, 2003; Ord. 315, 2002. Formerly 3.01.070.]

# City of Shoreline Fee Schedules

## 3.01.500 Solid Waste Rate Schedule

Effective 1/1/2019

Solid Waste Rate Schedule from CleanScapes				
Service Level	Pounds Per Unit	Disposal Fee	Collection Fee	2019 Total Fee
<b>A. MONTHLY</b>				
1. One 32-gallon Garbage Cart	4.43	\$ 1.35	\$ 8.72	\$ 10.07
<b>B. WEEKLY RESIDENTIAL CURBSIDE SERVICE</b>				
1. One 10-gallon Garbage Micro-Can	6.00	\$ 1.83	\$ 11.09	\$ 12.92
2. One 20-gallon Garbage Cart	12.00	\$ 3.66	\$ 15.31	\$ 18.97
3. One 32/35 -gallon Garbage Cart	19.20	\$ 5.86	\$ 19.20	\$ 25.06
4. One 45-gallon Garbage Cart	27.00	\$ 8.25	\$ 26.44	\$ 34.69
5. One 60/64-gallon Garbage Cart	38.40	\$ 11.74	\$ 28.03	\$ 39.77
6. One 90/96-gallon Garbage Cart	57.60	\$ 17.60	\$ 32.19	\$ 49.79
7. Additional 32 Gallon Cans (weekly svc)	-	\$ 5.87	\$ 7.77	\$ 13.64
8. Extras (32 gallon equivalent)	-	\$ 1.35	\$ 2.95	\$ 4.30
9. Miscellaneous Fees:				
a. Extra Yard Debris (32 gallon bag/bundle/can)				\$ 3.11
b. 2nd and Additional 96-Gallon Yard Waste Cart				\$ 6.22
c. Return Trip				\$ 6.22
d. Roll-out Charge, per 25 ft, per cart, per time				\$ 3.11
e. Drive-in Charge, per month				\$ 6.22
f. Extended Vacation Hold (per week)				\$ 1.00
g. Overweight/Oversize container (per p/u)				\$ 3.11
h. Redelivery of one or more containers				\$ 10.37
i. Cart Cleaning (per cart per cleaning)				\$ 10.37
<b>C. ON-CALL BULKY WASTE COLLECTION</b>				
1. Non-CFC Containing Large Appliances ("white goods"), per item				\$ 20.73
2. Refrigerators/Freezers/Air Conditioners per item				\$ 31.10
3. Sofas, Chairs, per item	-	\$ 7.63	\$ 13.99	\$ 21.62
4. Mattresses, Boxsprings, per item	-	\$ 7.63	\$ 13.99	\$ 21.62
<b>D. WEEKLY COMMERCIAL &amp; MULTIFAMILY CAN AND CART</b>				
1. One 20-gallon Garbage Cart	12.00	\$ 3.66	\$ 13.80	\$ 17.46
2. One 32/35-gallon Garbage Cart	19.20	\$ 5.86	\$ 14.99	\$ 20.85
3. One 45-gallon Garbage Cart	27.00	\$ 8.25	\$ 16.92	\$ 25.17
4. One 60/64-gallon Garbage Cart	38.40	\$ 11.74	\$ 19.10	\$ 30.84
5. One 90/96-gallon Garbage Cart	57.60	\$ 17.60	\$ 21.17	\$ 38.77
6. Extras (32-gallon equivalent)	-	\$ 1.35	\$ 4.06	\$ 5.41
7. Miscellaneous Fees:				
a. Weekly 64-gal Cart Yard Debris/Foodwaste service				\$ 24.92
b. Return Trip				\$ 7.89
c. Roll-out Charge, per addtn'l 25 ft, per cart, per p/u				\$ 1.97
d. Redelivery of containers				\$ 13.14
e. Cart Cleaning (per cart per cleaning)				\$ 13.14



## City of Shoreline Fee Schedules

Service Level	Pounds Per Unit	Disposal Fee	Collection Fee	2019 Total Fee
<b>E. WEEKLY COMMERCIAL DETACHABLE CONTAINER (COMPACTED)</b>				
1. 1 Cubic Yard Container	394.80	\$ 120.63	\$ 82.57	\$ 203.20
2. 1.5 Cubic Yard Container	789.60	\$ 241.28	\$ 162.50	\$ 403.78
3. 2 Cubic Yard Container	1,184.40	\$ 361.91	\$ 242.43	\$ 604.34
4. 3 Cubic Yard Container	1,579.20	\$ 482.55	\$ 322.36	\$ 804.91
5. 4 Cubic Yard Container	1,974.00	\$ 603.19	\$ 402.30	\$ 1,005.49
6. 6 Cubic Yard Container	2,961.00	\$ 892.63	\$ 440.56	\$ 1,333.19
<b>F. COMMERCIAL DETACHABLE CONTAINER (LOOSE)</b>				
1. 1 Cubic Yard, 1 pickup/week	112.80	\$ 34.47	\$ 61.46	\$ 95.93
2. 1 Cubic Yard, 2 pickups/week	225.60	\$ 68.93	\$ 116.37	\$ 185.30
3. 1 Cubic Yard, 3 pickups/week	338.40	\$ 103.40	\$ 171.26	\$ 274.66
4. 1 Cubic Yard, 4 pickups/week	451.20	\$ 137.88	\$ 226.16	\$ 364.04
5. 1 Cubic Yard, 5 pickups/week	564.00	\$ 172.34	\$ 281.06	\$ 453.40
6. 1.5 Cubic Yard, 1 pickup/week	169.20	\$ 51.70	\$ 85.63	\$ 137.33
7. 1.5 Cubic Yard, 2 pickups/week	338.40	\$ 103.40	\$ 164.71	\$ 268.11
8. 1.5 Cubic Yard, 3 pickups/week	507.60	\$ 155.11	\$ 243.77	\$ 398.88
9. 1.5 Cubic Yard, 4 pickups/week	676.80	\$ 206.81	\$ 322.84	\$ 529.65
10. 1.5 Cubic Yard, 5 pickups/week	846.00	\$ 258.51	\$ 401.91	\$ 660.42
11. 2 Cubic Yard, 1 pickups/week	225.60	\$ 68.93	\$ 110.25	\$ 179.18
12. 2 Cubic Yard, 2 pickups/week	451.20	\$ 137.88	\$ 213.92	\$ 351.80
13. 2 Cubic Yard, 3 pickups/week	676.80	\$ 206.81	\$ 317.60	\$ 524.41
14. 2 Cubic Yard, 4 pickups/week	902.40	\$ 275.74	\$ 421.27	\$ 697.01
15. 2 Cubic Yard, 5 pickups/week	1,128.00	\$ 344.68	\$ 524.94	\$ 869.62
16. 3 Cubic Yard, 1 pickup/week	338.40	\$ 103.40	\$ 148.97	\$ 252.37
17. 3 Cubic Yard, 2 pickups/week	676.80	\$ 206.81	\$ 291.38	\$ 498.19
18. 3 Cubic Yard, 3 pickups/week	1,015.20	\$ 310.21	\$ 433.78	\$ 743.99
19. 3 Cubic Yard, 4 pickups/week	1,353.60	\$ 413.62	\$ 576.19	\$ 989.81
20. 3 Cubic Yard, 5 pickups/week	1,692.00	\$ 517.02	\$ 1,129.11	\$ 1,646.13
21. 4 Cubic Yard, 1 pickup/week	451.20	\$ 137.88	\$ 187.70	\$ 325.58
22. 4 Cubic Yard, 2 pickups/week	902.40	\$ 275.74	\$ 368.84	\$ 644.58
23. 4 Cubic Yard, 3 pickups/week	1,353.60	\$ 413.62	\$ 549.99	\$ 963.61
24. 4 Cubic Yard, 4 pickups/week	1,804.80	\$ 551.49	\$ 731.11	\$ 1,282.60
25. 4 Cubic Yard, 5 pickups/week	2,256.00	\$ 689.37	\$ 912.25	\$ 1,601.62
26. 6 Cubic Yard, 1 pickup/week	676.80	\$ 206.81	\$ 265.17	\$ 471.98
27. 6 Cubic Yard, 2 pickups/week	1,353.60	\$ 413.62	\$ 523.77	\$ 937.39
28. 6 Cubic Yard, 3 pickups/week	2,030.40	\$ 620.42	\$ 782.35	\$ 1,402.77
29. 6 Cubic Yard, 4 pickups/week	2,707.20	\$ 827.23	\$ 1,040.95	\$ 1,868.18
30. 6 Cubic Yard, 5 pickups/week	3,384.00	\$ 1,034.04	\$ 1,299.55	\$ 2,333.59
31. 8 Cubic Yard, 1 pickup/week	902.40	\$ 275.74	\$ 333.89	\$ 609.63
32. 8 Cubic Yard, 2 pickups/week	1,804.80	\$ 551.49	\$ 661.20	\$ 1,212.69
33. 8 Cubic Yard, 3 pickups/week	2,707.20	\$ 827.23	\$ 988.53	\$ 1,815.76
34. 8 Cubic Yard, 4 pickups/week	3,609.60	\$ 1,102.98	\$ 1,315.84	\$ 2,418.82
35. 8 Cubic Yard, 5 pickups/week	4,512.00	\$ 1,378.72	\$ 1,643.16	\$ 3,021.88

## City of Shoreline Fee Schedules

Service Level	Pounds Per Unit	Disposal Fee	Collection Fee	2019 Total Fee
36. Extra loose cubic yard in container, per pickup	-	\$ 7.97	\$ 6.12	\$ 14.09
37. Extra loose cubic yard on ground, per pickup	-	\$ 7.97	\$ 19.26	\$ 27.23
38. Detachable Container Miscellaneous Fees (per occurrence):				
a. Stand-by Time (per minute)				\$ 2.10
b. Container Cleaning (per yard of container size)				\$ 13.14
c. Redelivery of Containers				\$ 26.29
d. Return Trip				\$ 13.14
Service Level (based on pick ups)	Daily Rent	Monthly Rent	Delivery Charge	Haul Charge
<b>G. COMMERCIAL &amp; MULTIFAMILY DROP-BOX COLLECTION</b>				
1. Non-compacted 10 cubic yard Drop-box (6 boxes)	8.26	\$ 82.67	\$ 148.82	\$ 210.12
2. Non-compacted 15 cubic yard Drop-box	8.26	\$ 82.67	\$ 148.82	\$ 210.12
3. Non-compacted 20 cubic yard Drop-box (7 boxes)	8.26	\$ 115.75	\$ 148.82	\$ 255.00
4. Non-compacted 25 cubic yard Drop-box	8.26	\$ 132.28	\$ 148.82	\$ 277.37
5. Non-compacted 30 cubic yard Drop-box (11 boxes)	8.26	\$ 148.82	\$ 148.82	\$ 299.77
6. Non-compacted 40 cubic yard Drop-box (2 boxes)	8.26	\$ 165.35	\$ 148.82	\$ 344.58
7. Compacted 10 cubic yard Drop-box (2 boxes)			\$ 165.35	\$ 265.63
8. Compacted 20 cubic yard Drop-box (3 boxes)			\$ 165.35	\$ 288.03
9. Compacted 25 cubic yard Drop-box (2 boxes)			\$ 165.35	\$ 310.42
10. Compacted 30 cubic yard Drop-box (4 boxes)			\$ 165.35	\$ 332.85
11. Compacted 40 cubic yard Drop-box (1 box)			\$ 165.35	\$ 377.65
12. Drop-box Miscellaneous Fees				<b>Per Event</b>
a. Return Trip				\$ 32.85
b. Stand-by Time (per minute)				\$ 2.10
c. Container cleaning (per yard of container size)				\$ 13.14
d. Drop-box directed to other facility (per one-way mile)				\$ 3.94
Service Level	Pounds Per Unit	Disposal Fee	Collection Fee	Haul Charge
<b>H. TEMPORARY COLLECTION HAULING</b>				
1. 2 Yard detachable Container	270.00	\$ 19.06	\$ 136.46	\$ 155.52
2. 4 Yard detachable container	540.00	\$ 38.11	\$ 138.84	\$ 176.95
3. 6 Yard detachable container	810.00	\$ 57.17	\$ 141.24	\$ 198.41
4. 8 Yard detachable container	1,080.00	\$ 76.21	\$ 143.62	\$ 219.83
5. Non-compacted 10 cubic yard Drop-box				\$ 193.65
6. Non-compacted 20 cubic yard Drop-box				\$ 223.44
7. Non-compacted 30 cubic yard Drop-box				\$ 253.24
8. Non-compacted 40 cubic yard Drop-box				\$ 268.13
Service Level		Delivery Fee	Daily Rental	Monthly Rental
<b>I. TEMPORARY COLLECTION CONTAINER RENTAL AND DELIVERY</b>				
1. 2 Yard detachable container		\$ 85.61	\$ 4.89	\$ 58.70
2. 4 Yard detachable container		\$ 85.61	\$ 4.89	\$ 58.70
3. 6 Yard detachable container		\$ 85.61	\$ 4.89	\$ 58.70

## City of Shoreline Fee Schedules

4. 8 Yard detachable container	\$ 85.61	\$ 4.89	\$ 58.70
Service Level	Delivery Fee	Daily Rental	Monthly Rental
5. Non-compacted 10 cubic yard Drop-box	\$ 110.08	\$ 7.34	\$ 88.06
6. Non-compacted 20 cubic yard Drop-box	\$ 110.08	\$ 7.34	\$ 88.06
7. Non-compacted 30 cubic yard Drop-box	\$ 110.08	\$ 7.34	\$ 88.06
8. Non-compacted 40 cubic yard Drop-box	\$ 110.08	\$ 7.34	\$ 88.06
<b>J. EVENT SERVICES</b>			<b>Per Day</b>
1. Delivery, provision, collection of a set of 3 carts (G, R &C)			\$ 32.85
<b>K. HOURLY RATES</b>			<b>Per Hour</b>
1. Rear/Side-load packer + driver			\$ 164.27
2. Front-load packer + driver			\$ 164.27
3. Drop-box Truck + driver			\$ 164.27
4. Additional Labor (per person)			\$ 88.73

[Ord. 806 § 3 (Exh. A), 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 622 § 3 (Exh. A), 2011; Ord. 585 § 3(b) (Exh. B), 2010; Ord. 563 § 4 (Exh. B), 2009]

## City of Shoreline Fee Schedules

### 3.01.800 Fee Waiver

The city manager or designee is authorized to waive the following fees as a city contribution toward events which serve the community and are consistent with adopted city programs:

- A. Right-of-way permits (SMC 3.01.010).
- B. Facility use and meeting room fees (SMC 3.01.300).
- C. Concessionaire permits (SMC 3.01.300).
- D. The city manager is authorized to designate collection points in the City Hall lobby, Shoreline Pool, or Spartan Recreation Center for any charitable organization without charge to be used for the donation of food or goods that will benefit Shoreline residents in need.

[Ord. 806 § 3 (Exh. A), 2017; Ord. 779 § 1, 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 704 § 1, 2015; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3 (Exh. A), 2012; Ord. 602 § 2, 2011; Ord. 570 § 2, 2010; Ord. 243 § 1, 2000]

### 3.01.810 Collection Fees (Financial)

	2019 Fee Schedule	2020 Fee Schedule
The maker of any check that is returned to the city due to insufficient funds or a closed account shall be assessed a collection fee	\$32.75	\$33.50

[Ord. 806 § 3 (Exh. A), 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 704 § 1, 2015; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3 (Exh. A), 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 585 § 3(b) (Exh. B), 2010; Ord. 528 § 3 (Exh. A), 2008; Ord. 486 § 3, 2007; Ord. 451 §§ 5, 14, 2006; Ord. 315, 2002; Ord. 294 § 1, 2001; Ord. 285 § 1, 2001. Formerly 3.01.040.]

### 3.01.820 Annual Adjustments

Increases of the fees contained in the fee schedules in this chapter shall be calculated on an annual basis by January 1st of each year by the average for the period that includes the last six months of the previous budget year and the first six months of the current budget year of the Seattle-Tacoma-Bremerton Bellevue Consumer Price Index for all urban consumers (CPI-U), unless the Shoreline Municipal Code calls for the use of another index / other indices, the fee is set by another agency, or specific circumstances apply to the calculation of the fee. The appropriate adjustment shall be calculated each year and included in the city manager's proposed budget. The city manager may choose to not include the calculated adjustments in the city manager's proposed budget and the city council may choose to not include the calculated adjustments in the adopted budget for select user fees in any individual budget year without impacting the full force of this section for subsequent budget years. The annual adjustments to the fees in this chapter shall be rounded as appropriate to ensure efficient administration of fee collection.

[Ord. 806 § 3 (Exh. A), 2017; Ord. 779 § 1, 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 704 § 1, 2015; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3 (Exh. A), 2012; Ord. 451 § 15, 2006]

**City of Shoreline**  
**Range Placement Table**

**2.5% Between Ranges; 4% Between Steps**

June '17 cpi-U 263.756  
 June '18 cpi-U 272.395  
 % Change 3.28%  
 90% of % Change: 2.95%

Mkt Adj: 2.95%  
 Effective: January 1, 2019

The hourly rates represented here have been rounded to 2 decimal points and annual rates to the nearest dollar. Pay is calculated using 5 decimal points for accuracy and rounded after calculation.

Range	Title	FLSA Status	Training Step 0	Min					Max
				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
1			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage
2			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage
3			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	13.50 28,078
4			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	13.84 28,780
5			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	13.11 27,274	13.64 28,365	14.18 29,500
6			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	13.44 27,956	13.98 29,074	14.54 30,237
7			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	13.25 27,553	13.78 28,655	14.33 29,801	14.90 30,993
8			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	13.06 27,155	13.58 28,241	14.12 29,371	14.69 30,546	15.27 31,768
9			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	13.38 27,834	13.92 28,948	14.47 30,105	15.05 31,310	15.65 32,562
10			n/a due to changes in WA State Min Wage	13.19 27,433	13.72 28,530	14.26 29,671	14.84 30,858	15.43 32,092	16.05 33,376

**City of Shoreline**  
**Range Placement Table**

**2.5% Between Ranges; 4% Between Steps**

June '17 cpi-U 263.756  
 June '18 cpi-U 272.395  
 % Change 3.28%  
 90% of % Change: 2.95%

Mkt Adj: 2.95%  
 Effective: January 1, 2019

The hourly rates represented here have been rounded to 2 decimal points and annual rates to the nearest dollar. Pay is calculated using 5 decimal points for accuracy and rounded after calculation.

Range	Title	FLSA Status	Training Step 0	Min					Max
				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
11			n/a due to changes in WA State Min Wage	13.52 28,118	14.06 29,243	14.62 30,413	15.21 31,629	15.81 32,895	16.45 34,210
12			13.30 27,669	13.86 28,821	14.41 29,974	14.99 31,173	15.59 32,420	16.21 33,717	16.86 35,066
13			13.63 28,360	14.20 29,542	14.77 30,724	15.36 31,953	15.98 33,231	16.62 34,560	17.28 35,942
14			13.98 29,069	14.56 30,281	15.14 31,492	15.75 32,751	16.38 34,061	17.03 35,424	17.71 36,841
15			14.33 29,796	14.92 31,038	15.52 32,279	16.14 33,570	16.79 34,913	17.46 36,310	18.15 37,762
16			14.68 30,541	15.29 31,813	15.91 33,086	16.54 34,409	17.20 35,786	17.89 37,217	18.61 38,706
17			15.05 31,304	15.68 32,609	16.30 33,913	16.96 35,270	17.63 36,681	18.34 38,148	19.07 39,674
18			15.43 32,087	16.07 33,424	16.71 34,761	17.38 36,151	18.08 37,598	18.80 39,101	19.55 40,665
19			15.81 32,889	16.47 34,260	17.13 35,630	17.82 37,055	18.53 38,537	19.27 40,079	20.04 41,682
20			16.21 33,711	16.88 35,116	17.56 36,521	18.26 37,982	18.99 39,501	19.75 41,081	20.54 42,724

**City of Shoreline**  
**Range Placement Table**  
**2.5% Between Ranges; 4% Between Steps**

June '17 cpi-U 263.756  
June '18 cpi-U 272.395  
% Change 3.28%  
90% of % Change: 2.95%

Mkt Adj: 2.95%  
Effective: January 1, 2019

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Range	Title	FLSA Status	Training Step 0	Min					Max
				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
21			16.61 34,554	17.30 35,994	18.00 37,434	18.72 38,931	19.47 40,488	20.24 42,108	21.05 43,792
22			17.03 35,418	17.74 36,894	18.45 38,370	19.18 39,904	19.95 41,501	20.75 43,161	21.58 44,887
23			17.45 36,304	18.18 37,816	18.91 39,329	19.66 40,902	20.45 42,538	21.27 44,240	22.12 46,009
24			17.89 37,211	18.64 38,762	19.38 40,312	20.16 41,925	20.96 43,602	21.80 45,346	22.67 47,160
25			18.34 38,141	19.10 39,731	19.87 41,320	20.66 42,973	21.49 44,692	22.35 46,479	23.24 48,339
26			18.80 39,095	19.58 40,724	20.36 42,353	21.18 44,047	22.02 45,809	22.90 47,641	23.82 49,547
27			19.27 40,072	20.07 41,742	20.87 43,412	21.71 45,148	22.57 46,954	23.48 48,832	24.42 50,786
28			19.75 41,074	20.57 42,786	21.39 44,497	22.25 46,277	23.14 48,128	24.06 50,053	25.03 52,055
29			20.24 42,101	21.08 43,855	21.93 45,609	22.80 47,434	23.72 49,331	24.67 51,304	25.65 53,357
30			20.75 43,154	21.61 44,952	22.48 46,750	23.37 48,620	24.31 50,564	25.28 52,587	26.29 54,691

**City of Shoreline**  
**Range Placement Table**  
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Range	Title	FLSA Status	Training Step 0	Min					Max
				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
31	Senior Lifeguard	Non-Exempt, Hourly	21.27 44,232	22.15 46,075	23.04 47,918	23.96 49,835	24.92 51,829	25.91 53,902	26.95 56,058
32			21.80 45,338	22.71 47,227	23.61 49,116	24.56 51,081	25.54 53,124	26.56 55,249	27.62 57,459
33			22.34 46,472	23.27 48,408	24.20 50,344	25.17 52,358	26.18 54,452	27.23 56,631	28.32 58,896
34	Administrative Assistant I <u>Grounds Maintenance Worker I</u> Public Disclosure Specialist <u>Senior Lifeguard</u> WW Utility Administrative Assist I WW Utility Customer Service Rep	Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly <u>Non-Exempt, Hourly</u> Non-Exempt, Hourly Non-Exempt, Hourly	22.90 47,633	23.85 49,618	24.81 51,603	25.80 53,667	26.83 55,814	27.91 58,046	29.02 60,368
35			23.47 48,824	24.45 50,859	25.43 52,893	26.45 55,009	27.50 57,209	28.60 59,497	29.75 61,877
36	Parks Maintenance Worker I PW Maintenance Worker I	Non-Exempt, Hourly Non-Exempt, Hourly	24.06 50,045	25.06 52,130	26.07 54,215	27.11 56,384	28.19 58,639	29.32 60,985	30.49 63,424
37	Finance Technician Recreation Specialist I WW Utility Accounting Technician	Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly	24.66 51,296	25.69 53,433	26.72 55,571	27.79 57,794	28.90 60,105	30.05 62,510	31.25 65,010
38	Administrative Assistant II Facilities Maintenance Worker I <u>Grounds Maintenance Worker II</u>	Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly	25.28 52,578	26.33 54,769	27.38 56,960	28.48 59,238	29.62 61,608	30.80 64,072	32.04 66,635



**City of Shoreline**  
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Range	Title	FLSA Status	Training Step 0	Min					Max
				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
39		Non-Exempt, Hourly Non-Exempt, Hourly	25.91 53,893	26.99 56,138	28.07 58,384	29.19 60,719	30.36 63,148	31.57 65,674	32.84 68,301
40	Parks Maintenance Worker II Permit Technician PW Maintenance Worker II WW Utility Maintenance Worker	Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly	26.56 55,240	27.66 57,542	28.77 59,844	29.92 62,237	31.12 64,727	32.36 67,316	33.66 70,009
41	Recreation Specialist II Senior Finance Technician Special Events Coordinator Public Art Coordinator	Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly	27.22 56,621	28.36 58,980	29.49 61,340	30.67 63,793	31.90 66,345	33.17 68,999	34.50 71,759
42	Administrative Assistant III Communication Specialist Environmental Program Specialist Facilities Maintenance Worker II Human Resources Technician Legal Assistant Records Coordinator Transportation Specialist	Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly	27.90 58,037	29.06 60,455	30.23 62,873	31.44 65,388	32.69 68,004	34.00 70,724	35.36 73,553
43	Payroll Officer Purchasing Coordinator	Non-Exempt, Hourly Non-Exempt, Hourly	28.60 59,488	29.79 61,966	30.98 64,445	32.22 67,023	33.51 69,704	34.85 72,492	36.25 75,392
44	Assistant Planner Engineering Technician <u>Senior Grounds Maintenance Worker</u>	EXEMPT, Annual Non-Exempt, Hourly Non-Exempt, Hourly	29.31 60,975	30.54 63,516	31.76 66,056	33.03 68,698	34.35 71,446	35.72 74,304	37.15 77,276

**City of Shoreline**  
**Range Placement Table**  
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Range	Title	FLSA Status	Training Step 0	Min					Max
				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
45	CRT Representative	Non-Exempt, Hourly	30.05	31.30	32.55	33.85	35.21	36.62	38.08
	PRCS Rental & System Coordinator	Non-Exempt, Hourly	62,499	65,103	67,708	70,416	73,232	76,162	79,208
	Recreation Specialist III - Aquatics	Non-Exempt, Hourly							
46	Deputy City Clerk	Non-Exempt, Hourly	30.80	32.08	33.37	34.70	36.09	37.53	39.03
	GIS Technician	Non-Exempt, Hourly	64,062	66,731	69,400	72,176	75,063	78,066	81,188
	IT Specialist	Non-Exempt, Hourly							
	Plans Examiner I	Non-Exempt, Hourly							
	Senior Facilities Maintenance Worker	Non-Exempt, Hourly							
	Senior PW Maintenance Worker	Non-Exempt, Hourly							
	Senior Parks Maintenance Worker-General Mntenance	Non-Exempt, Hourly							
	Senior Parks Maintenance Worker-Urban Forestry	Non-Exempt, Hourly							
	Staff Accountant	EXEMPT, Annual							
	Surface Water Quality Specialist	Non-Exempt, Hourly							
	Senior WW Utility Maintenance Worker	Non-Exempt, Hourly							
47	Code Enforcement Officer	Non-Exempt, Hourly	31.57	32.88	34.20	35.57	36.99	38.47	40.01
	Construction Inspector	Non-Exempt, Hourly	65,663	68,399	71,135	73,981	76,940	80,017	83,218
	Executive Assistant to City Manager	EXEMPT, Annual							
48	Associate Planner	EXEMPT, Annual	32.36	33.71	35.05	36.46	37.92	39.43	41.01
			67,305	70,109	72,914	75,830	78,863	82,018	85,299
49	Asset Management IT Functional Analyst	EXEMPT, Annual	33.17	34.55	35.93	37.37	38.86	40.42	42.03
	PRCS Supervisor I - Recreation	EXEMPT, Annual	68,987	71,862	74,736	77,726	80,835	84,068	87,431
	Grounds Maintenance Supervisor	EXEMPT, Annual							

**City of Shoreline**  
**Range Placement Table**

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Range	Title	FLSA Status	Training Step 0	Min					Max
				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
50	B&O Tax Analyst	EXEMPT, Annual	34.00	35.41	36.83	38.30	39.83	41.43	43.09
	Budget Analyst	EXEMPT, Annual	70,712	73,659	76,605	79,669	82,856	86,170	89,617
	Combination Inspector	Non-Exempt, Hourly							
	Community Diversity Coordinator	EXEMPT, Annual							
	Community Diversity Coordinator	Non-Exempt, Hourly							
	Emergency Management Coordinator	EXEMPT, Annual							
	Environmental Services Analyst	EXEMPT, Annual							
	Management Analyst	EXEMPT, Annual							
	Neighborhoods Coordinator	EXEMPT, Annual							
	Plans Examiner II	Non-Exempt, Hourly							
	Utility Operations Specialist	Non-Exempt, Hourly							
	WW Utility Specialist	Non-Exempt, Hourly							
51			34.85	36.30	37.75	39.26	40.83	42.46	44.16
			72,480	75,500	78,520	81,661	84,927	88,324	91,857
52	Senior Human Resources Analyst	EXEMPT, Annual	35.72	37.21	38.69	40.24	41.85	43.53	45.27
	Web Developer	EXEMPT, Annual	74,292	77,388	80,483	83,702	87,050	90,532	94,154
53	Communications Program Manager	EXEMPT, Annual	36.61	38.14	39.66	41.25	42.90	44.61	46.40
	<del>CRT Supervisor</del>	EXEMPT, Annual	76,149	79,322	82,495	85,795	89,227	92,796	96,508
	PRCS Supervisor II - Aquatics	EXEMPT, Annual							
	PRCS Supervisor II - Recreation	EXEMPT, Annual							
54	CMO Management Analyst	EXEMPT, Annual	37.53	39.09	40.65	42.28	43.97	45.73	47.56
	Grants Administrator	EXEMPT, Annual	78,053	81,305	84,557	87,940	91,457	95,116	98,920
	<u>Code Enforcement and CRT Supervisor</u>	EXEMPT, Annual							
	Plans Examiner III	Non-Exempt, Hourly							
	PW Maintenance Superintendent	EXEMPT, Annual							
	Senior Planner	EXEMPT, Annual							
	Senior Management Analyst	EXEMPT, Annual							

**City of Shoreline**  
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Range	Title	FLSA Status	Training Step 0	Min					Max
				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
55	Engineer I - Capital Projects	EXEMPT, Annual	38.46	40.07	41.67	43.34	45.07	46.87	48.75
	Engineer I - Development Review	EXEMPT, Annual	80,004	83,338	86,671	90,138	93,744	97,494	101,393
	Engineer I - Surface Water	EXEMPT, Annual							
	Engineer I - Traffic	EXEMPT, Annual							
56	Budget Supervisor	EXEMPT, Annual	39.43	41.07	42.71	44.42	46.20	48.04	49.97
	City Clerk	EXEMPT, Annual	82,004	85,421	88,838	92,392	96,087	99,931	103,928
	Parks Superintendent	EXEMPT, Annual							
57	Network Administrator	EXEMPT, Annual	40.41	42.09	43.78	45.53	47.35	49.24	51.21
	IT Projects Manager	EXEMPT, Annual	84,055	87,557	91,059	94,702	98,490	102,429	106,526
		EXEMPT, Annual							
58			41.42	43.15	44.87	46.67	48.53	50.48	52.49
			86,156	89,746	93,336	97,069	100,952	104,990	109,190
59	<u>Budget and Tax Manager</u>	EXEMPT, Annual	42.46	44.23	45.99	47.83	49.75	51.74	53.81
	Engineer II - Capital Projects	EXEMPT, Annual	88,310	91,989	95,669	99,496	103,476	107,615	111,919
	Engineer II - Development Review	EXEMPT, Annual							
	Engineer II - Surface Water	EXEMPT, Annual							
	Engineer II - Traffic	EXEMPT, Annual							
	IT Systems Analyst	EXEMPT, Annual							
	Structural Plans Examiner	EXEMPT, Annual							
	Limited Term Sound Transit Project Manager	EXEMPT, Annual							
	Wastewater Manager								
60	Community Services Manager	EXEMPT, Annual	43.52	45.33	47.14	49.03	50.99	53.03	55.15
	Permit Services Manager	EXEMPT, Annual	90,518	94,289	98,061	101,983	106,063	110,305	114,717
	Recreation Superintendent	EXEMPT, Annual							
	<del>Fleet and Facilities Manager</del>	EXEMPT, Annual							

**City of Shoreline**  
**Range Placement Table**

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Range	Title	FLSA Status	Training Step 0	Min					Max
				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
61			44.61 92,781	46.46 96,646	48.32 100,512	50.26 104,533	52.27 108,714	54.36 113,063	56.53 117,585
62	<u>Fleet and Facilities Manager</u>	EXEMPT, Annual	45.72 95,100	47.63 99,063	49.53 103,025	51.51 107,146	53.57 111,432	55.72 115,889	57.94 120,525
63	Building Official City Traffic Engineer Economic Development Program Manager Intergovernmental / CMO Program Manager Planning Manager SW Utility & Environmental Svcs Manager	EXEMPT, Annual EXEMPT, Annual EXEMPT, Annual EXEMPT, Annual EXEMPT, Annual EXEMPT, Annual	46.86 97,478	48.82 101,539	50.77 105,601	52.80 109,825	54.91 114,218	57.11 118,787	59.39 123,538
64	Finance Manager	EXEMPT, Annual	48.04 99,915	50.04 104,078	52.04 108,241	54.12 112,570	56.29 117,073	58.54 121,756	60.88 126,626
65	Assistant City Attorney Development Review and Construction Manager Engineering Manager Transportation Services Manager	EXEMPT, Annual EXEMPT, Annual EXEMPT, Annual EXEMPT, Annual	49.24 102,412	51.29 106,680	53.34 110,947	55.47 115,385	57.69 120,000	60.00 124,800	62.40 129,792
66	<u>Information Technology Manager</u>	EXEMPT, Annual	50.47 104,973	52.57 109,347	54.67 113,720	56.86 118,269	59.13 123,000	61.50 127,920	63.96 133,037
67	<u>Information Technology Manager</u> Utility & Operations Manager	EXEMPT, Annual EXEMPT, Annual	51.73 107,597	53.88 112,080	56.04 116,563	58.28 121,226	60.61 126,075	63.04 131,118	65.56 136,363
68			53.02 110,287	55.23 114,882	57.44 119,478	59.74 124,257	62.13 129,227	64.61 134,396	67.20 139,772
69	City Engineer	EXEMPT, Annual	54.35 113,044	56.61 117,754	58.88 122,464	61.23 127,363	63.68 132,458	66.23 137,756	68.88 143,266
70			55.71 115,870	58.03 120,698	60.35 125,526	62.76 130,547	65.27 135,769	67.88 141,200	70.60 146,848

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				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
71			57.10 118,767	59.48 123,716	61.86 128,664	64.33 133,811	66.91 139,163	69.58 144,730	72.36 150,519
72			58.53 121,736	60.97 126,809	63.40 131,881	65.94 137,156	68.58 142,642	71.32 148,348	74.17 154,282
73	Human Resource Director	EXEMPT, Annual	59.99 124,780	62.49 129,979	64.99 135,178	67.59 140,585	70.29 146,208	73.10 152,057	76.03 158,139
74				64.05 133,228	66.61 138,557	69.28 144,100	72.05 149,864	74.93 155,858	77.93 162,093
75	Administrative Services Director Parks, Rec & Cultural Svcs Director Planning & Community Development Director Public Works Director	EXEMPT, Annual EXEMPT, Annual EXEMPT, Annual EXEMPT, Annual	63.03 131,097	65.65 136,559	68.28 142,021	71.01 147,702	73.85 153,610	76.81 159,755	79.88 166,145
76	City Attorney Assistant City Manager Public Works Director	EXEMPT, Annual EXEMPT, Annual EXEMPT, Annual	64.60 134,374	67.29 139,973	69.99 145,572	72.79 151,395	75.70 157,450	78.73 163,749	81.87 170,298
77	Assistant City Manager	EXEMPT, Annual EXEMPT, Annual	66.22 137,733	68.98 143,472	71.74 149,211	74.61 155,180	77.59 161,387	80.69 167,842	83.92 174,556

**City of Shoreline**  
**Extra Help Range Placement Table**  
**2019**

COLA: 2.95%  
 Effective: January 1, 2019

Range	Title	FLSA Status	Pay Band	
			Minimum	Maximum
1	Day Camp Leader Special Events Attendant Youth Outreach Leader	Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly	\$13.38	\$14.45
2	Building Monitor Indoor Playground Attendant Sr. Day Camp Leader Swim Instructor	Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly	\$13.61	\$14.76
3	Special Events Assistant Special Events Monitor	Non-Exempt, Hourly Non-Exempt, Hourly	\$13.84	\$15.07
4	Records Clerk	Non-Exempt, Hourly	\$14.07	\$15.39
5	Lifeguard/Swim Instructor Undergraduate Intern Teen Program Leader	Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly	\$14.31	\$15.72
6			\$14.56	\$16.06
7			\$14.80	\$16.40
8			\$15.05	\$16.74
9	CIT Camp Director Front Desk Attendant Park Laborer Specialized Recreation Specialist	Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly	\$15.31	\$17.10
10			\$15.57	\$17.46
11	Out of School Time Program Director Assistant Camp Director	Non-Exempt, Hourly Non-Exempt, Hourly	\$15.83	\$17.83
12			\$16.10	\$18.20
13			\$16.38	\$18.59

**City of Shoreline**  
**Extra Help Range Placement Table**  
**2019**

COLA: 2.95%  
Effective: January 1, 2019

Range	Title	FLSA Status	Pay Band	
			Minimum	Maximum
14	Camp Excel Specialist Camp Director	Non-Exempt, Hourly Non-Exempt, Hourly	\$16.66	\$18.98
15			\$16.95	\$19.40
16			\$17.23	\$19.80
17			\$17.52	\$20.21
18			\$17.82	\$20.64
19			\$18.12	\$21.07
20			\$18.43	\$21.52
21	Engineering Support Senior Lifeguard	Non-Exempt, Hourly Non-Exempt, Hourly	\$18.74	\$21.96
22			\$19.06	\$22.42
23			\$19.38	\$22.89
24			\$19.70	\$23.37
25			\$20.04	\$23.86
26			\$20.38	\$24.36
27			\$20.73	\$24.87



**City of Shoreline**  
**Extra Help Range Placement Table**  
**2019**

COLA: 2.95%  
Effective: January 1, 2019

Range	Title	FLSA Status	Pay Band	
			Minimum	Maximum
28	Finance Assistant	Non-Exempt, Hourly	\$21.08	\$25.39
29			\$21.44	\$25.92
30			\$21.80	\$26.46
31	Computer Support GIS Support	Non-Exempt, Hourly Non-Exempt, Hourly	\$22.15	\$26.95
32	<u>PW Seasonal Laborer</u>	Non-Exempt, Hourly	\$22.70	\$27.62
33	<del>PW Seasonal Laborer</del>	Non-Exempt, Hourly	\$23.28	\$28.31
34		Non-Exempt, Hourly	\$23.85	\$29.02
35	CMO Fellowship	Non-Exempt, Hourly	\$24.45	\$29.75
36	Facilities Maintenance	Non-Exempt, Hourly	\$25.06	\$30.49
37			\$25.69	\$31.26
38			\$26.33	\$32.04
39			\$26.99	\$32.84
40			\$27.66	\$33.65
41			\$28.35	\$34.50
42			\$29.06	\$35.36

**City of Shoreline**  
**Extra Help Range Placement Table**  
**2019**

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Effective: January 1, 2019

Range	Title	FLSA Status	Pay Band	
			Minimum	Maximum
43			\$29.79	\$36.25
44			\$30.53	\$37.15
45			\$31.30	\$38.08
46	Videographer	Non-Exempt, Hourly	\$32.08	\$39.03
	Expert Professional Inspector Instructor	Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly	\$13.38	\$39.12

**Table Maintenance:** The 2019 Extra Help table has been structured to blend in substantial change in WA State minimum wage occurring in 2019 and 2020. In 2020, the minimum wage will be \$13.50. In 2020, apply a COLA to the extra help rates on the same basis as the regular rates. Then, in 2020, if any rates fall below \$13.50 adjust them to \$13.50. From then on, apply a COLA as usual and if any rates fall below WA State Minimum Wage, adjust them to the WA State Minimum Wage.

**Approval of Position Placement within the Table:** Human Resources recommends and the City Manager approves placement of a position within the pay table.

**Approval of the Table Rates:** The City Manager recommends and the City Council approves the table rates when adopting the budget.

Date of Request	Item	Question	Response
11/5/2018	15	Some of our revenue streams are allocated to cities based on population. If Shoreline's population had grown at the rate of state population growth from incorporation in 1995 through 2018, how much more revenue would we be receiving? (HALL)	<p>The first year of population estimates available for Shoreline from the Washington Office of Financial Management was the year after incorporation. In 1996, it is estimated the population was 45,927. Washington, as a whole, grew an estimated 35.5% from 1996 to 2018. If that rate were applied to Shoreline's population, there would be an estimated 62,214 residents in Shoreline, or 6,484 more people than the current estimate of 55,730.</p> <p>Applying the higher population to the State shared revenues that are population-based, the City would receive an estimated \$0.247M more in 2019 than the estimated \$2.119M it will receive. Those shared revenues are restricted in their use. Of the \$0.247M, \$0.151M, or 61.3%, would be allocated for use in the Streets Fund. The remaining, \$0.096M, would be split between the School Resource Officer program, the Teen &amp; Youth Development program, and funding for domestic violence programs in the Human Services programs.</p>
11/7/2018	16	What percentage of the pavement striping will be redone in the next two years? Does that striping include outside lane markers on 5th Ave from 200th to 205th? (ROBERTS)	Paint striping is redone throughout the City on an annual basis. However, the edge lines on 5th Ave NE have not been restriped and have been allowed to fade intentionally. This is because we have observed that edge line delineation in situations like this often result in higher vehicle speeds which does not benefit the safety of the vehicular and non-motorized traveling public. In addition, there is no significant errant vehicle collision history to indicate the lack of edge line has been problematic.
11/7/2018	17	What would the Council need to do to say the City should not purchase any more window envelopes for business correspondence? (ROBERTS)	Please see response below the matrix. (Page 16)
11/7/2018	18	I would like the Council to see (on a regular or quarterly basis), the status of all contracts the City has entered into (similar to the report given to the PSRC Operations Committee). (ROBERTS)	<p>The City executes over 200 contracts annually. City Council authorizes the City Manager to execute contracts over \$50,000 in value, which could be the threshold for a report such as this. The City's existing financial software does not have a report with contract status similar to the PSRC Large Contract Status Report. Gathering the information manually would take significant resources to compile on even a quarterly basis due to the limitations of the current software.</p> <p>Reporting capability will change with the upgraded financial software (Cognos), which is scheduled to go live in Q2 2019. The City can request a report be written by the software company, or possibly write one itself, that may be similar to the PSRC Large Contract Status Report. The City would need to have further discussion with City Council about the parameters of the report to meet this request. Depending on the reason for the report and how it would be used, a report with different data may be more appropriate than the PSRC report.</p> <p>Staff would like to understand if this request is a desire from the full Council.</p>
11/7/2018	19	Are there additional costs associated with the channelization of 175th? At this point, when is this work expected to be completed? (ROBERTS)	The overlay of 175th Street from 5th NE to 15th NE, the project budget includes funding for restoration of channelization and the proposed signal changes at 15th NE. Staff is completing the analysis of the traffic data in late December so the City Manager can make a recommendation in early December so that this can inform the final design for the bid documents. The anticipated schedule is to advertise for construction bids in January 2019, with construction starting in March 2019 and completed July or August 2019. This schedule will be refined when the contract is awarded.

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11/7/2018	20	Did/does the reorganization of CRT allow for more enforcement of the sign code and other business regulations? (ROBERTS)	<p>The reorganization of CRT to include Code Enforcement does not change the level of enforcement services the City provides. The reorganization placed all levels of code enforcement under one team. The City expects some efficiencies in the future once the team has reviewed and implemented improvements to processes and protocols. Expected full deployment of the code enforcement software (TRAKiT) is expected to provide additional efficiencies and drive where the team could make further improvements.</p> <p>Sign code enforcement has been a lower priority code enforcement issue. It is typically handled by the Customer Response Team representatives irrespective of the reorganization to include the code enforcement officer on the CRT team. If Council would like to revisit the code enforcement priority list, staff can continue to have that discussion with Council.</p>
11/7/2018	21	If the City and School District agree to a funding plan for a second SRO, would that likely be a mid-year amendment to the budget? (ROBERTS)	<p>The preferable time to start a new School Resource Officer (SRO) would be at the start of a school year. If the City and School District agree to a funding plan for adding a second SRO, payment for this FTE add would start nine months before the SRO would be on duty. This means a September 2019 start date would require payment to start January 1, 2019.</p> <p>If this add were to be requested, it would most likely need to be considered during the mid-biennium review for a proposed September 2020 (school year 2020-2021) start date. This would allow the City to give the Sheriff's Office enough notice that it would be part of the 2020 contract process.</p>
11/7/2018	22	How much is the design work for each of the priority sidewalks? (ROBERTS)	Please see response below the matrix. (Page 17)
9/17/2018	1	What is leading to the 11% increase in Liquor Excise Tax? (MCGLASHAN)	<p>Liquor revenues have two separate distributions. There is a state shared distribution from the liquor revolving account for licensing fees, commonly referred to as "liquor profits", and a distribution from the liquor excise tax account that represents a portion of the excise tax collected on liquor sales. The statewide total distribution from liquor profits is the same each year, while the total distribution for liquor excise taxes varies depending on liquor sales.</p> <p>Liquor revenue distributions have seen a lot of changes over the past several years. State legislation in 2012 created a permanent diversion of \$10 million per year (\$2.5 million per quarter) of city and county money from the liquor excise tax fund to the state general fund. The legislature also changed the share of liquor excise taxes remitted to cities and counties from 35% in the 2013-2015 state budget to 22.5% in 2015-2017 and back again to 35% in the current 2017-2019 biennium. These fluctuations have made long term forecasting of this state shared revenue a challenge.</p> <p>The Washington State Economic and Revenue Forecast Council's (ERFC) June 2018 forecast projects a 14% increase in liquor excise tax collections after the aforementioned deductions in 2020 as compared to the 2017 level, thereby resulting in increased distributions to cities. Municipal Research and Services Center's (MRSC) forecast accounts for changes in population when deriving the per capita amount Shoreline uses for its forecast, which is anticipated to increase 8% during this period. Applying the per capita amount to Shoreline's population forecast results in the City's estimated receipts in 2020 being 11% more than the 2017 level as Councilmember McGlashan noted in his question.</p>
9/17/2018	2	What's new in the Green Cities Partnership program with Foreterra that we do not already do? (CHANG)	The Green Cities Partnership will complete Forest Assessments for Parks that don't have them such as Paramount Open Space, North City, Northcrest, etc. and update them for parks that were done more than a decade ago. The Forest Assessment will then be used to create a 20-year, prioritized plan for addressing the health of the urban forest. The 2014 Urban Forest Strategic Plan anticipated this would be needed. Finally the Green Cities Partnership will help establish a partnership/volunteer outreach and engagement plan. Currently, our forest restoration efforts are focused on forested areas selected by volunteers and we have no clear priority to our restoration efforts. This one-time funding will provide us with additional information about the health of Shoreline's forests and a long-term work plan for prioritizing our efforts.

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9/17/2018	3	Why are we reducing our General Fund contribution to the Roads Capital Fund when we are showing adequate reserves? (ROBERTS)	During discussions about the imposition of the Vehicle License Fee for Sidewalk Maintenance and potential replacement of the General Fund Contribution to Roads Capital Fund, Council decided that the contribution from General Fund to Roads Capital would be reviewed during the budget process to determine whether to maintain or reduce the contribution for each budget. The proposed budget includes full funding for 2019 and partial funding for 2020 using fund balance. There is adequate fund balance to fully fund 2020 in the budget however there are competing priorities for that fund balance. The CIP currently has a number of underfunded and unfunded projects including several transportation improvement projects located along N. 145th Street, N. 175th Street, N. 160th Street, N. 185th Street, and Westminster Way N. & N. 155th Street, are not fully funded as well as several Facilities needs including the City Maintenance Facility. Recognizing the competing priorities for fund balance, staff proposed the reduced funding. Council can certainly recommend a change during budget deliberations.
9/17/2018	4	Would like to see an analysis of wage compression due to the minimum wage impact on extra help versus regular employees? Why are we increasing COLA from our historic 90% in 2020 and onward? (SALOMON)	Please see response below the matrix.
9/17/2018	5	What are the metrics being used to increase by an extra officer in 2020? (SCULLY/HALL)	<p>Over the last several years the Shoreline Police Department has had a steady increase in dispatched calls for service (DCFS). In 2010 there were 10,981 DCFS; DCFS have increased to 16,308 in 2017; a 49% increase in workload. A K9 officer was added in 2018, prior to that the last time an officer was added to Shoreline police staffing was 2007.</p> <p>In addition to DCFS, Shoreline officers initiate on-view contacts. Last year officers initiated 14,758 on-views, for a total of 31,066 police related contacts in 2017. Shoreline currently has 50 commissioned staff assigned to the City; 34 are assigned to patrol as a patrol sergeant or officer. They cover 10 hour shifts, 24/7, 365 days a year. The increase in workload (DCFS) has equated to a decrease in the average response time to an emergency call for service. In 2012 it was (3.39) minutes to a priority-x call, 2013 was (3.42) minutes and 2014 was (3.92) minutes. In 2017 the average response time to a priority-x call was 4.37 minutes.</p> <p>There are a number of factors when trying to determine the proper staffing ratio. Officer per thousand population is a simple formula that is often used. It's not a good indicator if a City has the proper police staffing; it seemed to work for Shoreline in 2012, 2013 and 2014, the response time to a priority-x call was less than 4 minutes. That number is getting closer to 5 minutes as the workload has increased. In 2016 it was (4.68) minutes in 2017 it was (4.37) minutes. At this point it makes sense to consider adding staffing as the population has increased that typically equals an increase in workload. There is a high expectation of police service in Shoreline; from crime prevention to perception of safety and the expectation of police addressing quality of life issues, homelessness, mental illness and other social services.</p> <p>A much more in depth analysis would be necessary to figure out the proper police staffing ratio for Shoreline. It would need to factor in report writing time, travel time for prisoner transports, available time necessary for on-view activity, workload, arrests, training, a 24/7 operation, minimum staffing, work schedules, relief factor and many other variables. The City of Sammamish is currently having BERK strategy/analysis/communication do a police services study for them.</p>

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9/17/2018	6	Why is so much extra help hours needed in the landscaping proposal? Should any of these be FTEs? (SCULLY)	In April the Council authorized the City Manager to redirect funds that were budgeted for the Economic Development Council of Seattle and King County (EDC) so that the City could contribute \$2,500 towards the start-up of the GSP. This was part of an effort to raise \$50,000, of the \$500,000 start-up contribution from the public sector, from Sound City Association members. The 2019-2020 budget includes \$10,000 in anticipated membership fees for the organization (\$5,000/year). The organization has hired a new Executive Director, who started in August 2018, and is currently in the planning stages including plans to conduct a listening tour. Staff has requested a meeting with the Executive Director to get a better sense of their vision and plans for the commission. Although the 2019-20 budget includes budget to support membership for the Seattle-King Economic Development Commission the City is not obligated to continue with this membership. Staff recommends maintaining the budget but delaying payment for membership until we have further information about the direction and plan for GSP, with the intent to join only if the vision and direction benefits the City of Shoreline and furthers our economic development objectives. If Council desires to remove this from the budget an amendment can be made the night of the budget adoption to remove the \$10,000 from the 2019-2020 budget for the purpose of Greater Seattle Partners membership.
9/17/2018	7	Why is so much extra help hours needed in the Fleet & Facilities proposal? Should this be a FTE? (SCULLY)	The preliminary budget includes the addition of \$17,500 extra help in 2019, with \$10,500 continuing in 2020 and beyond. This additional support will provide approximately 500 hours of extra help in 2019 and 300 in 2020 and beyond. Extra help will enable Fleet and Facilities to return to desired service levels ensuring that staff are able to maintain the City's investment in its assets and meet professional safety guidelines for maintenance of vehicles and facilities. The impact of the Police at City Hall, Wastewater vehicles maintenance /administration and other major projects in 2018 have created a backlog of work that needs to be addressed in 2019. Providing a lower level of on-going extra help support will allow us to hire part-time support during the summer months when projects and vacations impact the ability to maintain service levels. The hours identified as necessary at this time are not of the level to warrant an ongoing part-time .50 FTE. However, the additional capacity will also ensure that Fleet and Facilities is able to better manage work using CityWorks which enables us to monitor workload and service levels to recognize when the ongoing need reaches a level that supports an ongoing FTE request.

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9/17/2018	8	What's the reasoning of getting our own ariel photography for \$50,000 versus using other available sources? (SCULLY)	<p>There are strict technical standards that are applied to aerials for public sector use. Some of the technical standards are as follows: the sun angle, the time of year, the color balance, the resolution of the imagery, the amount of image overlap, the surface accuracy, and the altitude of the capture vehicle. City staff has investigated alternatives for acquiring aerial data, but have not found any outside sources which meet these criteria. Google, for instance, utilizes a number of different capture methods from planes, satellites, even drones for the primary vehicle and with each there will be changes to the image quality. Google does not make claims of accuracy or merchantability for their product. If their aerial is offset 5-10 feet from reality, the stakes are very low. The City relies on the accuracy of the imagery we use to make business decisions on a daily basis, making alternative data sources inappropriate for our use. We also must be able to reproduce that imagery and provide it to the public, something often limited or prohibited using other on-demand sources.</p> <p>Based on these requirements, the City needs to have oversight of the method and quality of aerial photography. Historically we have been participants in a larger regional aerial project which has greatly reduced the cost to each participant. However, over the last few years that coalition has broken down, first as it grew too large and cumbersome, and then as organizations changed their cycle time on imagery collection. We are hopeful that we will be able to work with adjacent organizations (e.g. Shoreline Fire District, Seattle City light, Seattle Public Utilities, Lake Forest Park, City of Seattle) with each additional participant reducing the overall cost, but there is no guarantee that these organizations will be able to participate over the next two years, or that we will agree on a project. If a coalition can be established, any savings would be returned to the general fund. Otherwise, given funding approval, the City will need to identify an appropriate firm to perform this work without partners.</p>
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10/1/2018	9	As I mentioned to Debbie recently, it looks like [Greater Seattle Partners (GSP)] is continuing the kind of economic development (attracting large employers) that does not benefit our community, and in fact drives up demand for housing which hurts affordability, plus puts further strain on our transportation and environmental infrastructure. I do not support continued investment in this style of regional economic development. I would rather use our staff to focus on the local opportunities. Please let me know if staff planned any investment in the upcoming biennial budget, and if so, the appropriate method for me to pull that out. (HALL)	<p>On April 16, 2018, the City Council discussed the Regional Economic Development Initiative. Bob Drewel came to speak on behalf of the new alliance which is now called Greater Seattle Partners (GSP). Mr. Drewel shared that the Greater Seattle Partners is the first public-private partnership created to advance economic growth and competitiveness for the Puget Sound region. It will focus on attracting new investment, promoting international trade and growing existing industry clusters by:</p> <ul style="list-style-type: none"> <li>•aggressively marketing the Puget Sound region;</li> <li>•recruiting targeted business and trade focused on region's assets;</li> <li>•using sophisticated analytics and data to tell region's competitive story; and</li> <li>•engaging leadership and funding from both the public and the private sector.</li> </ul> <p>In April the Council authorized the City Manager to redirect funds that were budgeted for the Economic Development Council of Seattle and King County (EDC) so that the City could contribute \$2,500 towards the start-up of the GSP. This was part of an effort to raise \$50,000, of the \$500,000 start-up contribution from the public sector, from Sound City Association members. The 2019-2020 budget includes \$10,000 in anticipated membership fees for the organization (\$5,000/year). The organization has hired a new Executive Director, who started in August 2018, and is currently in the planning stages including plans to conduct a listening tour. Staff has requested a meeting with the Executive Director to get a better sense of their vision and plans for the commission. Although the 2019-20 budget includes budget to support membership for the Seattle-King Economic Development Commission the City is not obligated to continue with this membership. Staff recommends maintaining the budget but delaying payment for membership until we have further information about the direction and plan for GSP, with the intent to join only if the vision and direction benefits the City of Shoreline and furthers our economic development objectives. If Council desires to remove this from the budget an amendment can be made the night of the budget adoption to remove the \$10,000 from the 2019-2020 budget for the purpose of Greater Seattle Partners membership.</p>
10/15/2018	10	Can you provide us some historical information (maybe past 5 to 10 years) on (1) how much extra help we used in the various programs each year and (2) each of the budget actions we have taken to shift from extra help to regular positions including how many positions and extra help hours were changed. (HALL)	Please see response below the matrix.
10/22/2018	11	Provide a comparison of professional services in the City Attorney's office. (SCULLY)	Please see response below the matrix.
10/22/2018	12	For the one-time deep cleaning of permeable pavement, how many square feet will be cleaned for the \$10,200? (SALOMON)	The City of Shoreline's park system has 18,188 square feet of permeable surface. The current maintenance plan for this surfacing, as recommended by the Surface Water Utility Division, includes a one-time deep cleaning. Examples include the ADA pathway at City Hall and the path adjacent to South Woods Park.
10/22/2018	13	For the performance measures citing average weeks to first review/approve permits, how does our average compare to other jurisdictions' review time and targets? (ROBERTS)	Please see response below the matrix.



10/29/2018	14	Should we consider expanding the parking studies beyond the light rail areas? Of particular interest is North City and the south east area of the city. What is the cost of adding those areas to the current project? (ROBERTS)	<p>The current scope of the subareas parking study is a combination of field conditions review and policy review and development. Policy review and development will include documentation of current practices and development of parking management strategies/recommendations for future conditions. Tools to be reviewed and considered include, but are not limited to, Residential Parking Zones (RPZ), time limited zones, metered zones, and time of day zones. The policy component of the study can be applied to other areas of the City as needed.</p> <p>Documentation of existing conditions would be the main way the study would expand if there is desire to include other areas of the City. Adding an additional area(s) would cost approximately \$1000/year for 5 blocks (estimated increase in study area for each neighborhood), however staff will better understand true costs once the project begins.</p>
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4. Would like to see an analysis of wage compression due to the minimum wage impact on extra help versus regular employees? Why are we increasing COLA from our historic 90% in 2020 and onward? (Salomon)

In 2015, the Council directed staff to conduct a compensation study and an outside consultant was engaged for the purpose. The study identified in broad terms, that the City's compensation plan should:

- Ensure that the City has the ability to attract and retain well-qualified employees
- Provide a defensible and rational basis for compensating employees
- Allow flexibility and adaptability for making City-wide compensation decisions based on changing market conditions
- Recognize the City's responsibility as a public agency in establishing a pay plan that is consistent with public practices
- Ensure that the City's compensation practices are competitive and consistent with those of comparable employers

The City's comparable labor market for the study, and going forward, were Bellevue, Bothell, Burien, Edmonds, Everett, Kenmore, Kirkland, Lynnwood, Marysville, Redmond, Renton, Sammamish, and Seattle. The results of the 2015 Study showed that overall Shoreline's salary compensation was approximately 3.9% below the median. The Council directed that the Shoreline Salary Schedule be set at the median of the comparable cities effective January 1, 2016.

Historically the City's compensation practice has been to apply a cost of living adjustment (COLA), equal to 90% of the June-to-June Seattle/Tacoma CPI-U, to the City's Salary Schedule effective each year on January 1. This is approved through the City's budget process. The use of 90% of CPI was thought to be at the median of COLA adjustments approved by the City's labor market survey agencies; therefore, keeping Shoreline's salary compensation at the median of the comparable cities.

Since the Compensation Study two things have occurred that are the basis for the City Manager's recommendation to transition the COLA adjustment to 100% of the Seattle/Tacoma CPI-U by 2021.

1. In 2016 voters approved Initiative 1433 which increases the state minimum wage from \$9.47 to \$13.50 by 2020. Beginning January 1, 2021, the minimum wage will be adjusted for inflation annually at 100% of the CPI-W.
2. In January 2018, Shoreline's Salary Schedule, overall, was -2.62% below the median for a variety of reasons. Twelve of our 13 comparable cities provided increases in excess of CPI, 1 of the 13 was less than CPI.

Impact of Initiative 1433 Minimum Wage Increases

The 2020 Washington State Minimum Wage will be 42.6% higher than the 2016 minimum wage. From 2016 to 2020 the City's regular salary schedule will have increased by approximately 9.8% as a result of applying 90% of the CPI. Range 34 is the first range in the City's regular position salary schedule that has an active job classification. In 2016, the differential between the minimum wage (\$9.47/hr) and step 1 of range 34 (\$22.21) was 57%. In 2020, the differential is projected to be 44.6%. (Minimum wage - \$13.50/hr; Range 34 Step 1 - \$24.38/hr). Starting in 2021 minimum wage will increase by 100% of CPI. Using range 34, step 1 as an example, if the City increases its salary ranges by 90% of CPI each year thereafter the differential between minimum wage and the range 34, step 1, will decrease by approximately 0.2% annually. This may be a small change per year, but there will be compounding impacts over time.

### Shoreline's Position to Market Median

In January 2018, Shoreline's Salary Schedule overall was -2.62% below the median of our comparable cities for a variety of reasons. Based on research by the Human Resources Director, she found that 12 of our 13 comparable cities provided increases in excess of CPI, 1 of the 13 was less than CPI. Contributing circumstances include any combination of the following:

- COLA based on different CPI measures (W vs. U, 100% vs. 90%, annual vs. June index, a blend of market comparables and CPI)
- Labor union settlements, some of which have "floors and ceilings" in lieu of CPI (such as no less than 2% and no more than 5%) or "across the board" market adjustments in addition to CPI, or covering more than one year in a 'catch up' provision following non-settlement,
- Compensation studies and job reclassifications.

The following table summarizes the findings:

Jurisdiction	No of Available Benchmark Positions	Total of Increases for last 2 years (2017 + 2018 increase)
Marysville	24	14.47%
Bothell	24	10.64%
Kenmore	12	9.40%
Burien	17	8.32%
Lynnwood	23	7.19%
Everett	29	6.44%
Renton	32	5.95%
Bellevue	33	5.05%
Seattle	27	4.85%
Edmonds	20	4.69%
Redmond	31	4.56%
Sammamish	27	4.41%
90% CPI-U (Shoreline)	<i>Western Region</i>	4.32%
Kirkland	35	2.97%

Each year the City reviews 1/3 of the benchmark classifications for market. If a classification is found to be more than 5% below or above the market median, then a change is recommended through the budget process. Given the three year rotation, classifications that may be within the 5% differential range, meaning no adjustment recommended, may be within market the year they are reviewed, but can fall out of market the following year but not be reviewed again for an additional two years.

### Recommendation

Based on the analysis reflected above, the City Manager has recommended that the City's compensation practice be modified to use 100% of CPI for establishing the annual COLA effective January 1, 2021. The Proposed 2019-2020 Budget recommends a 90% CPI COLA for 2019 and then a 95% CPI COLA for 2020 as a transition. The difference in cost between a 90% CPI COLA in 2020 and a 95% CPI COLA is approximately \$16,200 across all City funds (includes utility funds).

**Question 10:** Can you provide us some historical information (maybe past 5 to 10 years) on (1) how much extra help we used in the various programs each year and (2) each of the budget actions we have taken to shift from extra help to regular positions including how many positions and extra help hours were changed. (HALL)

The following table that presents the number of extra help hours by division as well as the head count related to those hours and an average annual hours per extra help worker and provides documentation for change in extra help staffing through budget narrative from 2014 through 2018 (year-to-date).

Extra Help Hours History by Department/Division								
Program	Program Description	Data Point	2013	2014	2015	2016	2017	2018YTD
1100001	City Manager's Office	Extra Help Hours	439	0	0	0	0	0
		Extra Help Head Count	1	0	0	0	0	0
		Average Annual Hours / EH Employee	439	0	0	0	0	0
1200000	City Clerks Office	Extra Help Hours	0	0	0	919	926	0
		Extra Help Head Count	0	0	0	2	1	0
		Average Annual Hours / EH Employee	0	0	0	459	926	0
1500000	City Attorney	Extra Help Hours	207	0	0	0	0	0
		Extra Help Head Count	1	0	0	0	0	0
		Average Annual Hours / EH Employee	207	0	0	0	0	0
1601014	Budget/Financial Plan	Extra Help Hours	0	8	0	0	0	0
		Extra Help Head Count	0	1	0	0	0	0
		Average Annual Hours / EH Employee	0	8	0	0	0	0
1601015	Financial Operations	Extra Help Hours	228	0	332	522	0	0
		Extra Help Head Count	1	0	1	2	0	0
		Average Annual Hours / EH Employee	228	0	332	261	0	0
1602013	IT Strategic Plan & Advsry Svc	Extra Help Hours	0	0	0	0	834	1,095
		Extra Help Head Count	0	0	0	0	1	2
		Average Annual Hours / EH Employee	0	0	0	0	834	547
1602018	Information Technology - GIS	Extra Help Hours	0	2,031	1,776	1,878	1,593	0
		Extra Help Head Count	0	2	3	4	2	0
		Average Annual Hours / EH Employee	0	1,016	592	470	796	0
1602145	IT-Operations	Extra Help Hours	0	0	943	1,049	1,458	0
		Extra Help Head Count	0	0	1	3	2	0
		Average Annual Hours / EH Employee	0	0	943	350	729	0
1602282	Web Development	Extra Help Hours	163	150	160	227	182	143
		Extra Help Head Count	2	2	1	2	2	3
		Average Annual Hours / EH Employee	81	75	160	114	91	48
1612300	Facilities	Extra Help Hours	0	125	475	266	479	448
		Extra Help Head Count	0	1	1	1	3	2
		Average Annual Hours / EH Employee	0	125	475	266	160	224
1700024	Citywide-Non-departmental	Extra Help Hours	0	0	0	0	284	0
		Extra Help Head Count	0	0	0	0	1	0
		Average Annual Hours / EH Employee	0	0	0	0	284	0
1800026	Human Resource Services	Extra Help Hours	2	0	2	0	0	0
		Extra Help Head Count	1	0	1	0	0	0
		Average Annual Hours / EH Employee	2	0	2	0	0	0
2005035	Police Special Support	Extra Help Hours	0	0	0	732	568	0
		Extra Help Head Count	0	0	0	1	1	0
		Average Annual Hours / EH Employee	0	0	0	732	568	0
2408037	Parks Administration	Extra Help Hours	356	300	368	407	152	0
		Extra Help Head Count	1	1	1	1	1	0
		Average Annual Hours / EH Employee	356	300	736	815	304	0
2409038	Parks Operations	Extra Help Hours	5,179	3,045	1,579	1,971	1,959	1,124
		Extra Help Head Count	10	4	3	2	3	5
		Average Annual Hours / EH Employee	518	761	526	985	653	225
2410039	Parks Aquatics	Extra Help Hours	16,201	17,548	16,558	14,005	20,806	14,450
		Extra Help Head Count	53	52	51	60	70	59
		Average Annual Hours / EH Employee	306	337	325	233	297	245
2410040	Parks Facilities/Rentals	Extra Help Hours	1,518	1,274	3,609	1,658	1,338	890
		Extra Help Head Count	16	12	27	10	7	8
		Average Annual Hours / EH Employee	95	106	134	166	191	111
2410041	Parks General Programs	Extra Help Hours	20,889	22,175	20,073	20,964	21,693	18,797
		Extra Help Head Count	85	90	88	95	91	88
		Average Annual Hours / EH Employee	246	246	228	221	238	214
2410057	Parks Teen & Youth Devpmt Prog	Extra Help Hours	4,470	4,003	4,542	4,668	4,989	5,405
		Extra Help Head Count	19	17	13	14	16	20
		Average Annual Hours / EH Employee	235	235	349	333	312	270
2411042	Cultural Services	Extra Help Hours	288	336	518	481	204	145
		Extra Help Head Count	25	15	14	13	8	8
		Average Annual Hours / EH Employee	12	22	37	37	26	18
2411156	Public Art Projects	Extra Help Hours	337	300	368	407	152	0
		Extra Help Head Count	1	1	1	1	1	0
		Average Annual Hours / EH Employee	337	300	368	407	152	0
2506046	Economic Development	Extra Help Hours	0	329	170	153	62	0
		Extra Help Head Count	0	2	2	2	1	0
		Average Annual Hours / EH Employee	0	165	85	77	62	0
2506137	City Planning	Extra Help Hours	0	0	17	0	0	0
		Extra Help Head Count	0	0	1	0	0	0
		Average Annual Hours / EH Employee	0	0	17	0	0	0
2506139	Building & Inspections	Extra Help Hours	13	22	42	0	0	0
		Extra Help Head Count	2	2	1	0	0	0
		Average Annual Hours / EH Employee	6	11	42	0	0	0

Program	Program Description	Data Point	2013	2014	2015	2016	2017	2018
2708092	Environmental Services	Extra Help Hours	35	10	0	0	0	0
		Extra Help Head Count	3	1	0	0	0	0
		Average Annual Hours / EH Employee	12	10	0	0	0	0
2709000	Surface Water Management	Extra Help Hours	3,389	2,063	2,267	2,217	2,066	936
		Extra Help Head Count	5	5	4	4	3	2
		Average Annual Hours / EH Employee	678	413	567	554	689	468
2709054	Street Operations	Extra Help Hours	0	0	0	295	1,343	2,246
		Extra Help Head Count	0	0	0	2	3	4
		Average Annual Hours / EH Employee	0	0	0	148	448	562
2709169	Surface Water (Roads)	Extra Help Hours	2,160	1,040	0	0	0	0
		Extra Help Head Count	3	1	0	0	0	0
		Average Annual Hours / EH Employee	720	1,040	0	0	0	0
2713153	Right of Way Program	Extra Help Hours	918	53	14	22	0	0
		Extra Help Head Count	2	1	1	1	0	0
		Average Annual Hours / EH Employee	459	53	14	22	0	0
2713241	Engineering	Extra Help Hours	0	0	0	0	2,048	343
		Extra Help Head Count	0	0	0	0	4	4
		Average Annual Hours / EH Employee	0	0	0	0	512	86
2726168	PW Traffic Services	Extra Help Hours	4	125	422	8	0	0
		Extra Help Head Count	1	1	1	1	0	0
		Average Annual Hours / EH Employee	4	125	422	8	0	0
Capital	Capital Projects	Extra Help Hours	578	863	565	697	172	80
		Extra Help Head Count	8	6	8	8	6	1
		Average Annual Hours / EH Employee	578	863	565	466	154	80
		Citywide Total Extra Help Hours	57,371	55,796	54,796	53,545	63,305	46,101

Extra Help Budget Changes in 2015-2018

- **Administrative Services:**
  - **Information Technology – GIS:**
    - **GIS Technicians:**
      - **2018 (ongoing):** Added 1.00 FTE GIS Technician. The City has been utilizing one-time funding for extra help for GIS support for the asset management system (Cityworks) until the staff capacity resulting from assumption of Ronald Wastewater District could be fully analyzed. Reduced extra-help by 2,080 hours.
  - **Information Technology – IT Operations:**
    - **Computer Support Specialist:**
      - **2018:** Added 0.50 FTE IT Systems Specialist. The Administrative Services Department has utilized one-time funding for extra-help since 2015 to address a work backlog and current workload demand. Reduced extra-help hours by 1,040 that had been used to support the IT Help Desk.
- **City Manager’s Office:**
  - **City Clerk’s Office:**
    - **Public Disclosure Specialist:**
      - **2016 (one-time):** Added 832 hours of extra-help for a Public Disclosure Specialist to work on processing public disclosure requests. The extra-help improved the City’s response time on requests and freed more of the City Clerk’s time to work on other essential duties that needed attention.
      - **2017 (one-time):** Continuation of the Public Disclosure Specialist extra-help position is needed to work on processing public records requests. The extra help has improved the City’s response time on complex requests and is buying the City Clerk’s time back to work on other essential duties. Another year of extra-help is required.
      - **2018 (ongoing):** In 2015, the City experienced a significant increase in public records requests, and the workload has remained constant. In 2016 and 2017, one-time extra help was utilized to help address the increased volume of public records requests. In 2018 this was added as a regular position.
- **Parks, Recreation and Cultural Services:**
  - **Parks Operations:**
    - **Parks Maintenance Workers:**
      - **2014 (ongoing):** Added 1.00 FTE Parks Maintenance Worker II and reduced 4,443 hours of extra help. This position was needed to provide year round work at a higher skill level than could be achieved through seasonal staffing. There was no net increase to the budget.
      - **2015 (ongoing):** A 0.80 FTE Parks Maintenance Worker I position was added to restore the number of funded park maintenance hours to 2013 levels. In 2012 the responsibility of maintaining public right-of-way trees was transferred from the Public Works Department to the Parks, Recreation and Cultural Services Department without the allocation of additional resources. In 2014 reductions were made in funding for extra-help workers in the Parks Operations Division to allocate the funds for a regular position. This change resulted in a net reduction of 2,363 maintenance worker hours. Based on feedback from users of the City’s parks during the first part of 2015 and evaluation of the workload for existing maintenance workers the proposed 2015 budget restored funding to get maintenance worker hours back to the level provided in 2013.
      - **2017:** The 0.80 FTE Parks Maintenance Worker I position added in 2015 was increased to 1.00 FTE to provide labor hours needed to assume additional maintenance duties to maintain stormwater utility infrastructure within the park system as required by the National Pollutant Discharge Elimination System (NPDES) permit.
  - **General Programs:**
    - **Spartan Recreation Center Staffing Model:**
      - **2016 (ongoing):** Added 1.00 FTE Administrative Assistant I and reduced front desk attendant extra-help hours by 1,483 for the adjusted staffing model at the Spartan Recreation Center. Adding this position allowed two staff to be onsite during all business hours, direct supervision of extra help staff, and qualified assistance with an ever-increasing workload. A reduction in extra-help expense and offsetting increase in revenue kept pace with increased cost of services and maintained the current level of cost recovery.

- **2018:** Increase of 0.10 FTE Administrative Assistant I to 0.60 FTE at the Spartan Recreation Center. The 2016 budget provided for the conversion of extra-help to a 1.00 FTE to provide at least one regular staff position at Spartan Gym during all operating hours. As schedules were finalized it was determined that there was still a four hour gap on Saturdays without regular staffing coverage. The increase in the number of hours for this position will address this.
  - **Camp Shoreline Expansion:**
    - **2016 (ongoing):** Added 1,000 hours of extra-help to expand Camp Shoreline, which is a summer camp offered by the City, by adding a five week outdoor camp during the month of August. The camp brings in revenue sufficient to cover the cost.
- **Teen & Youth Development Program:**
  - **Hang Time Expansion:**
    - **2016 (ongoing):** The Hang Time program for middle school students was expanded into Einstein Middle School. As a result, a 0.125 FTE increase for a Recreation Specialist II position and extra-help hours were added to support the program.
- **Public Art:**
  - **Aurora Ave Banner Project:**
    - **2016 (one-time):** Added 382.67 hours for the installation of banners along Aurora Ave.
    - **2017 (ongoing):** On February 13, 2017, the City Council held a study session on the proposed 2017-2022 Public Art Plan (staff report available here: <http://cosweb.ci.shoreline.wa.us/uploads/attachments/cck/council/staffreports/2017/staffreport021317-9a.pdf>). This discussion highlighted the contributions of the Public Art Coordinator in managing the public art program, which has evolved from coordinating art projects associated with specific capital projects to developing community-based temporary art such as “Piano Time” and “Artscape” (Temporary sculptures at City Hall and the Park at Town Center). This extra help position was created in 2007. The total number of extra help hours ranged between 600 – 815 during the years of 2013 through 2016 for an average of 711 hours.

At its March 6, 2017 meeting, the City Council adopted Resolution No. 404 approving the Public Art Plan for 2017-2022 (staff report available here: <http://cosweb.ci.shoreline.wa.us/uploads/attachments/cck/council/staffreports/2017/staffreport030617-7c.pdf>). This discussion noted that implementation of the Public Art Plan calls for transitioning the extra help position to a 0.50 FTE position and it was brought back as part of the April 2017 Budget Amendment discussion. The cost of the Public Art Coordinator continues to be split evenly between the General Fund and Municipal Art Fund.

**Question #11:** Provide a comparison of professional services in the City Attorney's office. (SCULLY)

The totals in the 2019-20 Proposed Budget Book on the “Expenditure by Type” table for “Other Services & Charges” for the City Attorney’s Office on page 162 are mainly attributable to the professional services for outside legal counsel and prosecuting attorney services. Please see the below table for budgeted ongoing and one-time changes from 2016-2020 (proposed). The amount for ongoing outside legal counsel was increased in 2017 by \$20,000 and has remained the same through 2020 due to the number of litigation matters, including condemnation actions, that are new and ongoing and will not likely be resolved prior to 2020.

There was an additional one-time transfer of \$25,000 in both 2016 and 2017 to cover Sound Transit and RWD negotiations and litigation, and an additional transfer in 2017 to cover additional costs related to BSRE and Grease Monkey condemnation and related negotiations over soil clean-up. In 2018 that amount, \$90,000, was included as a one-time item for all the continued litigation and property acquisition matters. The prosecuting attorney services are increased 90% of CPI annually and went out for request for proposals (RFP) in 2017, which lead to an increase for the service. There was also an increase in court dates per year starting in 2017 and 2018 for the prosecuting attorney to allow for additional court days as needed to decrease costs of incarceration pending arraignment as well as to address issues related to right to speedy trial.

The budget going forward for 2019 decreases budget in this area by \$73, 826 and 2020 decreases another \$5,000 (\$78,827 decrease from 2018 budget).

Prof Serv Budgeted Item	2016	2017	2018	2019	2020
<b>Ongoing:</b>					
Outside Legal Counsel for Various Matters	\$55,000	\$75,000	\$75,000	\$75,000	\$75,000
Pros Atty (Adjust annually for 90% CPI. 2017 adjusted for ongoing RFP results and increased court dates)	\$162,190	\$194,800	\$209,287	\$215,461	\$220,460
<b>One-time:</b>					
Transfer for RWD assumption	\$15,000	\$0	\$0	\$0	\$0
RWD and Sound Transit	\$0	\$15,000	\$0	\$0	\$0
Transfer for additional legal prof serv	\$0	\$75,000	\$0	\$0	\$0
RWD Assumption, acquisition of property, Sound Transit stations, and environmental remediation			\$90,000		
Expert Witness	\$0	\$0	\$0	\$10,000	\$0
<b>TOTAL</b>	<b>\$232,190</b>	<b>\$359,800</b>	<b>\$374,287</b>	<b>\$300,461</b>	<b>\$295,460</b>

The remaining differences from the totals in the “Other Services & Charges” on the tables on page 162 and the budgeted amounts above are various items ranging from postage, travel and training, dues & subscriptions, filing fees, and more.

**13. For the performance measures citing average weeks to first review/approve permits, how does our average compare to other jurisdictions' review time and targets? (ROBERTS)**

"Average weeks to first review" refers to the amount of time in weeks it takes the City to complete the first review of a permit application and issue the applicant a review letter. This time period begins the day a complete application is submitted to the City. There are many factors that influence how long the first review takes, but delays related to the applicant are not generally a factor during first review. Factors that influence the length of time it takes the City to complete the first review include: quality of the items submitted by the applicant as part of the permit application; number and type of permits under review when the application is submitted; complexity of the project; the availability of all review staff to complete the first review; and the total number of permits and revisions submitted for intake at the same time.

"Average weeks to approve permits" refers to the amount of time in weeks it takes the City to approve a permit for issuance from the date a complete application is submitted. The same factors noted above influence the number of weeks it takes the City to approve a permit with one addition. After first review, the applicant contributes to the amount of time it takes to finish reviews and approve the permit. The applicant is responsible for correcting plans and submitting revisions in response to comments relayed from staff via review letters. The applicant is also responsible for making sure that responses are complete and accurate to limit the number of review cycles needed for a permit. This time, which the applicant controls is also factored into the number of weeks it takes the City to approve a permit.

The 2019-20 Budget anticipates an increase in the total number of permits to be submitted over the number of permits submitted in 2018. The 2019-20 Budget does not include any requests for additional resources to assist with the delivery of permits, with the exception of \$20,000 annually for extra help to assist with permit intake related to the addition of wastewater permitting to the list of permits accepted by the City. Assistance with permit intake could reduce the "average weeks to first review" by days and therefore approval but is mainly intended to reduce the wait time for customers submitting permits at the permit counter. With the same resources, we do not anticipate being able to reduce the amount of time it takes on average to process permits. In order to set realistic expectations for customers PCD is projecting a slight increase in the average number of weeks it will take for first review and subsequently approval of permits.

However, staff continues to work on streamlining processes to gain efficiencies by:

- Working with IT to launch on line permitting for customers;
- Training staff to review plans electronically;
- Updating permit checklists;
- Offering express permitting for simple single-family or commercial permits with a 1-3 day turnaround;
- Processing paperless mechanical and plumbing permits saving time at intake and inspections
- Use of mobile devices for inspectors to enter inspection results and manage workloads;
- Providing automated inspection notification of results to the customer as they occur;
- Online inspection request scheduling at the permit customers' convenience (24/7);
- Conducting quarterly Developer Stakeholder meetings to receive feedback from and collaborate with local developers on ways to improve processes and development standards;
- Using revenue backed contracts to maintain the current level of service for first reviews;
- Offering for an extra fee expedited permitting which generally reduces the number of weeks for first review by half. This service uses contractors or overtime; and
- Participating in a cross departmental "Process Walk" as part of this year's final Continuous Improvement project.



Staff did find statistics from a few jurisdictions on permit review times. These jurisdictions have also been through a LEAN or similar process for permitting. As described above, permitting is the subject of the next Process Walk for City staff.

<b>Jurisdiction</b>	<b>Permit Type &amp; Goal</b>	<b>Time Period &amp; Outcome</b>
<b>Kitsap County</b>	<b>Residential</b>	<b>2018</b>
	Average Days to Approval or Notification of Required Corrections	30 days
	Average days to approve resubmittal	15
	Average days to approve revisions	30
	Total Permits in Review	91
<b>Tacoma</b>	<b>Commercial</b>	<b>2018</b>
	Goal of issuing 60 % of permits in 8 weeks or less	Currently achieving this goal 21% of the time
	Goal of completing first review cycle in 28 days or less	Currently meeting that goal
	Goal of completing review of permits in two or less cycles	Currently meeting that goal
	<b>Residential</b>	
	Goal of issuing 60% of permits in two weeks or less	Currently achieving this goal 37% of the time
	Goal of completing first review cycle in less than 7 days	Currently first review is taking on average 9 days
	Goal of completing review of permits in two or less cycles	Currently meeting that goal
<b>Oak Harbor</b>	<b>Residential</b>	<b>2015-2016</b>
	Percent of single family home permits issued within two weeks	95-100%

## **#17. What would the Council need to do to say the City should not purchase any more window envelopes for business correspondence? (ROBERTS)**

The purchases of products and supplies that staff use are guided by our Environmentally Preferred Purchasing Guidelines (EPPG), which the Leadership Team adopted in 2012.

<http://www.shorelinewa.gov/home/showdocument?id=38887>. The Window Envelopes purchased by the City meet these guidelines and are recyclable and acceptable to our local waste/recycling vendor, Recology. <https://www.recology.com/recology-cleanscapes/shoreline/fag/>

Should Council be interested in recommending this change, they could direct the City Manager by motion to implement the change. A slightly less directive approach would be to ask the City Manager to evaluate options to and impacts of replacing window envelopes, update the guidelines as appropriate, and provide Council with an update on the outcome.

Following is some initial data on the City's current use of Window envelopes and the options for replacing their use. The options are not exhaustive, and the impacts and cost of each option has not been fully evaluated.

Currently the City uses window envelopes to mail checks, notices and correspondence

- Accounts payable sends 3,500 checks annually
- Planning sends 2,000 notices and correspondence annually

Ronald Wastewater uses a vendor Databar to send billing notices. While our agreement requires us to follow the City's purchasing practices (including the Environmentally Preferred Purchasing Guidelines), any additional costs incurred and billed to the Wastewater District through the cost reconciliation process are likely to prove controversial and are unlikely to be approved by the Board for reimbursement to the City.

- 113,000 annually
- Internal WW staff uses approximately 1200 annually to send late notices and correspondence

Some alternatives to using window envelopes include:

1. Using regular envelopes. This would require purchasing labels and much additional staff time to create mailing labels to affix to each envelope, and ensuring the label on the outside matches the correct internal correspondence or check.
2. Purchasing a folder/sealer/printer for checks (3,500 annually). This would not allow us to include vendor remittances with payment. This number should be reduced in the future when we upgrade our financial system. The upgrade will allow us to send EFTs to some vendors, staff and institutions instead of checks.

Using "window" envelopes without the clear insert. Main concerns are privacy, weather damage and jamming the mailing machine.

## Question #22:

## Proposition 1 Sidewalk Projects

Street	From	To	Construction Cost	Design & Project Administration Cost @ 24% of Construction Cost
15 <sup>th</sup> Ave NE	NE 150 <sup>th</sup> St	NE 165 <sup>th</sup> St	\$ 3,758,000	\$ 901,920
Meridian Ave N	N 194 <sup>th</sup> St	N 205 <sup>th</sup> St	\$ 3,451,000	\$ 828,240
8 <sup>th</sup> Ave NW	North side of Sunset Park	NW 185 <sup>th</sup> St	\$ 2,886,000	\$ 692,640
Dayton Ave N	N 178 <sup>th</sup> St	NW Richmond Beach Rd	\$ 2,884,000	\$ 692,160
19 <sup>th</sup> Ave NE	NE 196 <sup>th</sup> St	NE 205 <sup>th</sup> St	\$ 2,432,000	\$ 583,680
1 <sup>st</sup> Ave NE	NE 192 <sup>nd</sup> St	NE 195 <sup>th</sup> St	\$ 856,000	\$ 205,440
Westminster Way N	N 145 <sup>th</sup> St	N 153 <sup>rd</sup> St	\$ 2,497,000	\$ 599,280
Ballinger Way NE	19 <sup>th</sup> Ave NE	25 <sup>th</sup> Ave NE	\$ 2,041,000	\$ 489,840
Dayton Ave N	N 155 <sup>th</sup> St	N 160 <sup>th</sup> St	\$ 2,732,000	\$ 655,680
5 <sup>th</sup> Ave NE	NE 175 <sup>th</sup> St	NE 185 <sup>th</sup> St	\$ 962,000	\$ 230,880
Linden Ave N	N 175 <sup>th</sup> St	N 185 <sup>th</sup> St	\$ 2,934,000	\$ 704,160
20 <sup>th</sup> Ave NW	Saltwater Park Entrance	NW 195 <sup>th</sup> St	\$ 1,699,000	\$ 407,760

Total, Design & Project Admin.: \$ 6,991,680

## **CITY COUNCIL AGENDA ITEM**

### **CITY OF SHORELINE, WASHINGTON**

**AGENDA TITLE:** Adoption of Ordinance No. 842 - Setting the 2019 Regular and Excess Property Tax Levies

**DEPARTMENT:** Administrative Services

**PRESENTED BY:** Sara Lane, Administrative Services Director  
Rick Kirkwood, Budget Supervisor

**ACTION:**     ☒ Ordinance     ☐ Resolution     ☐ Motion  
                 ☐ Discussion     ☐ Public Hearing

**PROBLEM/ISSUE STATEMENT:**

The City of Shoreline is required to adopt its 2019 property tax levies by ordinance and certify the amount to the County Assessor by December 3, 2018.

State law limits the annual growth of the City's highest regular property tax levy to 1% and the levy rate to \$1.60 per \$1,000 of assessed valuation (AV). The City's Proposition 1 in 2016 included a provision to raise the annual 1% limitation to an annual escalator based upon the Consumer Price Index for all Urban Consumers (CPI-U). The City is able to apply the annual increase percentage of 3.28% for 2019 to the City's highest regular property tax levy of \$12,820,999 for 2018 and add the new construction levy and a one-time relevely for prior year refunds. Based on the latest information provided by the King County Assessor's Office, the regular property tax levy represents a dollar increase of \$419,936 and a percentage increase of 3.28% from the levy amount of the previous year, excluding the addition of new construction, improvements to property, any increase in the value of state assessed property, and administrative refunds made as shown below:

	Amount
<b>2019 Regular Levy</b>	<b>\$13,443,401</b>
Less 2018 Levy	12,820,999
Less New Construction	170,944
Less Refunds	31,522
<b>Total Increase</b>	<b>\$419,936</b>
<b>Percent Increase</b>	<b>3.28%</b>

The most recent assessed valuation is \$10,880,259,158. In 2019, the projected regular levy rate per \$1,000 AV is estimated to be \$1.23558, down from the current rate of \$1.26752 per \$1,000 AV.

The City also levies an excess property tax levy to collect monies to repay the general obligation bonds issued in December 2006 as approved by the voters in May 2006 for open space acquisition and park improvements. The total general obligation bond levy

for 2019 is \$1,695,100. In 2019, the projected excess levy rate per \$1,000 AV is estimated to be \$0.15580, down from the current rate of \$0.16932 per \$1,000 AV.

Proposed Ordinance No. 842 (Attachment A), which is the ordinance that adopts both the regular property tax levy and the excess property tax levy to repay the 2006 General Obligation Bonds, has been updated to reflect the latest information provided by the King County Assessor's Office.

**FINANCIAL IMPACT:**

It is anticipated the 2019 Regular Levy will total approximately \$13.443 million and the excess property tax levy to repay the general obligation bonds issued in December 2006 will total approximately \$1.695 million. Based on the latest information provided by the King County Assessor's Office, the regular property tax levy represents a dollar increase of \$419,936 and a percentage increase of 3.28 percent from the levy amount of the previous year, excluding the addition of new construction, improvements to property, any increase in the value of state assessed property, and administrative refunds.

**RECOMMENDATION**

Staff recommends that the City Council adopt Ordinance No. 842 establishing the City's 2019 regular and excess property tax levies.

**ATTACHMENTS:**

Attachment A: Proposed Ordinance No. 842

Approved By:            City Manager **DT**    City Attorney **MK**

**ORDINANCE NO. 842**

**AN ORDINANCE OF THE CITY OF SHORELINE, WASHINGTON LEVYING THE GENERAL TAXES FOR THE CITY OF SHORELINE IN KING COUNTY FOR THE FISCAL YEAR COMMENCING JANUARY 1, 2019, THE FIRST YEAR OF THE CITY OF SHORELINE'S 2019-2020 FISCAL BIENNIUM, ON ALL PROPERTY BOTH REAL AND PERSONAL, IN SAID CITY, WHICH IS SUBJECT TO TAXATION FOR THE PURPOSE OF PAYING SUFFICIENT REVENUE TO CONDUCT CITY BUSINESS FOR THE SAID FISCAL YEAR AS REQUIRED BY LAW, AND LEVYING AN EXCESS LEVY FOR THE REPAYMENT OF UNLIMITED GENERAL OBLIGATION BONDS.**

WHEREAS, as required pursuant to RCW 35A.33.135, the City Council for the City of Shoreline and the City Manager have considered the City's anticipated financial requirements for 2019 and the amounts necessary and available to be raised by ad valorem taxes on real, personal, and utility property; and

WHEREAS, as required pursuant to RCW 84.55.120, a public hearing was held on November 5, 2018 to consider the revenue sources for the City's current expense budget for the 2019-2020 Biennial Budget, including the consideration of possible increases in property tax revenue; and

WHEREAS, on November 8, 2016, Shoreline Proposition No. 1 (Basic Public Safety, Parks & Recreation, and Community Services Maintenance and Operations Levy) limiting annual levy increases for the years 2018 to 2022 to the June-to-June percentage change in the Seattle/Tacoma/Bellevue CPI-U was approved by the voters; and

WHEREAS, the maximum change from the 2018 levy to be used for calculating the 2018 regular levy, in addition to new construction, is based on the CPI-U index change from June 2017 to June 2018 which is 3.28 percent, applied to the City's highest previous levy of \$12,820,999.00; and

WHEREAS, application of this methodology will set the estimated 2019 regular property tax levy rate at \$1.1.23558 per \$1,000.00 of assessed valuation; and

WHEREAS, on May 16, 2006, Shoreline Proposition No. 1 (Parks and Open Space General Obligations Bonds) for the issuance of \$18,795,000.00 in unlimited general obligation bonds was approved by the voters;

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF SHORELINE, WASHINGTON, DO ORDAIN AS FOLLOWS:**

**Section 1. Regular Property Tax Levy.** Based on the voter-approved limitation on annual levy increases, the City Council of the City of Shoreline has determined that the property tax levy for the year 2019 is fixed and established in the amount of \$13,443,401.00. This property tax levy represents a dollar increase of \$419,936.00 and a percentage increase of 3.28

percent from the levy amount of the previous year, excluding the addition of new construction, improvements to property, any increase in the value of state assessed property, any annexations that have occurred, and administrative refunds made as shown below:

	<b>Amount</b>
<b>2019 Regular Levy</b>	<b>\$13,443,401</b>
Less 2018 Levy	12,820,999
Less New Construction	170,944
Less Refunds	31,522
<b>Total Increase</b>	<b>\$419,936</b>
<b>Percent Increase</b>	<b>3.28%</b>

**Section 2. Voter-Approved Excess Tax Levy for Unlimited General Obligation Bonds.** In addition, a further tax is hereby levied to raise revenue to provide for the interest and redemption of the 2006 voter-approved unlimited general obligation bonds for the fiscal year of 2019 in the amount of \$1,695,100.00. This tax is applicable to all taxable property within the City of Shoreline.

**Section 3. Notice to King County.** This ordinance shall be certified to the proper County officials, as provided by law, and taxes herein levied shall be collected to pay to the Administrative Services Department of the City of Shoreline at the time and in the manner provided by the laws of the State of Washington for the collection of taxes for non-charter code cities.

**Section 4. Corrections by City Clerk or Code Reviser.** Upon approval of the City Attorney, the City Clerk and/or the Code Reviser are authorized to make necessary corrections to this ordinance, including the corrections of scrivener or clerical errors; references to other local, state, or federal laws, codes, rules, or regulations; or ordinance numbering and section/subsection numbering and references.

**Section 5. Severability.** Should any section, paragraph, sentence, clause or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be preempted by State or Federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

**Section 6. Effective Date.** This ordinance shall be in full force five days after publication of this ordinance, or a summary consisting of its title, in the official newspaper of the City, as provided by law.

**ADOPTED BY THE CITY COUNCIL ON NOVEMBER 19, 2018.**

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Mayor Will Hall

**ATTEST:**

**APPROVED AS TO FORM:**

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Jessica Simulcik-Smith  
City Clerk

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Margaret King  
City Attorney

Date of Publication: , 2018  
Effective Date: , 2019



## **CITY COUNCIL AGENDA ITEM**

### **CITY OF SHORELINE, WASHINGTON**

**AGENDA TITLE:** Adoption of Ordinance No. 841 - Adopting the 2019-2020 Biennial Budget, the 2019 Fee Schedule, the 2019 Salary Schedules, and the 2019-2024 Capital Improvement Plan

**DEPARTMENT:** Administrative Services

**PRESENTED BY:** Sara Lane, Administrative Services Director  
Rick Kirkwood, Budget Supervisor

**ACTION:**     ☒ Ordinance     ☐ Resolution     ☐ Motion  
                 ☐ Discussion     ☐ Public Hearing

**PROBLEM/ISSUE STATEMENT:**

The City must adopt its budget for 2019-2020 by December 31, 2018. Proposed Ordinance No. 841 (Attachment A) adopts the 2019-2020 Biennial Budget including the City's appropriations for the 2019-2020 Capital Improvement Program; the 2019 fee schedule (Attachment A – Exhibit A); the 2019-2024 Capital Improvement Plan (Attachment A – Exhibit B); and, the 2019 salary schedules (Attachments B and C).

The City Manager presented the 2019-2020 Proposed Biennial Budget to the City Council on October 15, 2018. The 2019-2020 Proposed Biennial Budget and 2019-2024 Capital Improvement Plan (CIP) book can be found on the City's website (<http://www.shorelinewa.gov/home/showdocument?id=41089>) and is available to the public at City Hall and the Shoreline and Richmond Beach libraries. Department budget presentations were provided to the City Council on October 22 and October 29. A presentation of the 2019-2024 CIP was also made on October 29. A public hearing with special emphasis on City revenue sources, including the 2019 regular and excess property tax levies, was held November 5. Throughout this process the City Council has diligently exercised its fiduciary and policy setting roles, asking questions and affirming its intentions.

Potential amendments to the proposed 2019-2020 Biennial Budget have been submitted by Councilmembers and will be discussed by Council tonight. Tonight, Council is scheduled to adopt proposed Ordinance No. 841.

### **FINANCIAL IMPACT:**

The City's 2019-2020 Proposed Biennial Budget as presented to the City Council on October 15 is balanced in all funds with appropriations totaling \$171.155 million as exhibited in the 2019-2020 All Funds Resources/Appropriations Summary. Budgeted resources total \$174.737 million. The 2019-2020 Proposed Biennial Budget is \$11.567 million, or 7.2%, more than the 2017-2018 Biennial Budget (2017 actual plus 2018 Adopted Budgets as amended, including re-appropriations from 2017, which have been adopted by the City Council through September 2018). The increase can be linked to the following changes:

- \$7.964 million increase in the City's Enterprise Funds;
- \$0.666 million decrease in the City's Capital Funds; and,
- \$3.228 million increase in the Operating Funds.

The 2019-2020 Proposed Biennial Budget includes adequate reserve levels to meet all adopted budget policies.

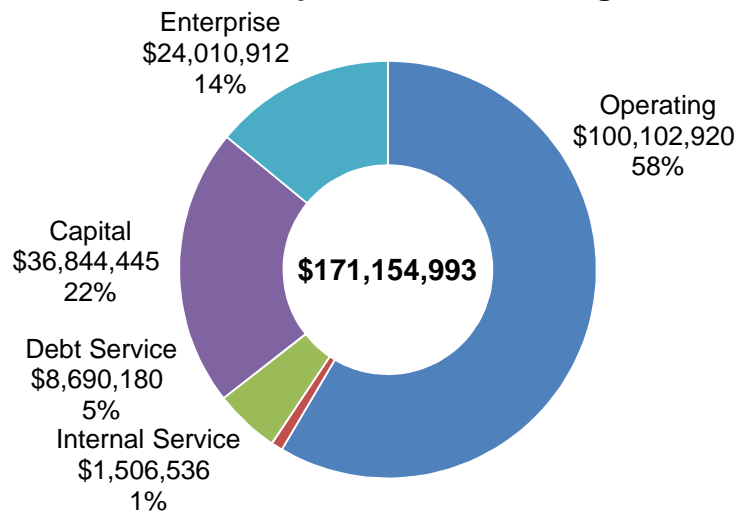
Staff discussed the proposed 2019-2024 CIP with the City Council on October 29. The proposed 2019-2024 CIP, inclusive of all General Capital, Roads Capital, City Facilities-Major Maintenance, and Surface Water Utility projects, is balanced as required by the Growth Management Act and totals \$187.818 million. Of this six year amount, the 2019-2020 Capital Improvement Program totals \$43.580 million. Detailed information about projects can be found in pages 302 through 415 of the 2019-2020 Proposed Biennial Budget and 2019-2024 Capital Improvement Plan book. Attachment A – Exhibit B to this staff report is the proposed 2019-2024 Capital Improvement Plan summary of projects.

### **RECOMMENDATION**

Staff recommends that the City Council adopt proposed Ordinance No. 841, as amended, adopting the 2019-2020 Biennial Budget including the City's appropriations for 2019-2020, 2019 salary schedule, 2019 fee schedules, 2019-2024 Capital Improvement Plan, and the 2019-2020 Capital Improvement Program.

Approved By:            City Manager **DT**      City Attorney **MK**

### **2019-2020 Proposed Biennial Budget**



## **BACKGROUND**

The City must adopt its budget for 2019-2020 by December 31, 2018. The City Manager presented the 2019-2020 Proposed Biennial Budget to the City Council on October 15. Department budget presentations were provided to the City Council on October 22 and October 29. A presentation of the proposed 2019-2024 Capital Improvement Plan (CIP) was also made on October 29. A public hearing with special emphasis on revenue sources, including the 2019 regular and excess property tax levies, was held on November 5. A public hearing on the 2019-2020 Proposed Biennial Budget and 2019-2024 CIP was also held on November 5. Throughout this process the City Council has diligently exercised its fiduciary and policy setting roles, asking questions and affirming its intentions.

Tonight, the City Council is scheduled to adopt the 2019-2020 Biennial Budget. Proposed Ordinance No. 841 (Attachment A) adopts the 2019-2020 Biennial Budget including the City's appropriations for the 2019-2020 Capital Improvement Program; the 2019 fee schedule (Attachment A – Exhibit A); the 2019-2024 Capital Improvement Plan (Attachment A – Exhibit B); and, the 2019 salary schedules (Attachments B and C).

## **DISCUSSION**

### **Proposed Budget Amendments**

Potential amendments to the proposed budget have been submitted by Councilmembers and will be discussed at tonight's City Council meeting. The following are details on the proposed amendments to the 2019-2020 Biennial Budget:

- **Proposed Amendment 1 (Hall):**

*Reduce General Fund appropriations by \$10,000 by eliminating the Greater Seattle Partners 2019 & 2020 Investment Contribution.*

*Background:* On April 16, 2018, the City Council discussed the Regional Economic Development Initiative. Bob Drewel, former Snohomish County Executive, came to speak on behalf of the new alliance which is now called Greater Seattle Partners (GSP). Mr. Drewel shared that the Greater Seattle Partners is the first public-private partnership created to advance economic growth and competitiveness for the Puget Sound region. It will focus on attracting new investment, promoting international trade and growing existing industry clusters by:

- aggressively marketing the Puget Sound region;
- recruiting targeted business and trade focused on region's assets;
- using sophisticated analytics and data to tell region's competitive story; and
- engaging leadership and funding from both the public and the private sector.

Following this discussion, the Council authorized the City Manager to redirect funds that were budgeted for the Economic Development Council of Seattle and King County (EDC) so that the City could contribute \$2,500 towards the start-up

of the GSP. This was part of an effort to raise \$50,000, of the \$500,000 start-up contribution from the public sector, from Sound City Association members.

The 2019-2020 Biennial Budget includes \$10,000 in anticipated membership fees for the organization (\$5,000/year). The GSP has hired a new Executive Director, who started in August 2018, and is currently in the planning stages including plans to conduct a listening tour. Staff has requested a meeting with the Executive Director to get a better sense of their vision and plans for the organization. Although the 2019-2020 Biennial Budget includes budget to support membership for the EDC, the City is not obligated to continue with this membership.

- *PROS:* Reduces spending. As our region continues to struggle with growth in industries that are not well-served by our education system, attracting more of the large, high-tech industries that are growing in our region could exacerbate housing cost escalation, traffic, and other impacts from the relocation of the talent that is qualified for these new jobs our local economy has been generating. By declining to join GSP, it sends the message that attracting large employers is not a higher priority for the City of Shoreline than supporting existing businesses that wish to grow, and not a higher priority than providing pathways for local residents, through the education system, into the high-paying jobs currently being created by our growing economy.
- *CONS:* As this organization is the successor to the EDC, the City of Shoreline will no longer receive the benefits of the directory service, economic development data research, or other benefits of membership of a regional economic development initiative. As the City of Shoreline is just beginning to explore a partnership with the State for the long-held Council policy goal of unlocking Fircrest surplus property to attract new industries and jobs, removing ourselves from the coordinated regional industry attraction partnership could diminish the reach of our marketing and recruitment efforts.
- *Staff Recommendation:* Staff recommends maintaining the budget but delaying payment for membership until we have further information about the direction and plan for GSP, with the intent to join only if the vision and direction benefits the City of Shoreline and furthers the City's economic development objectives.
- **Proposed Amendment 2 (Roberts)**  
*Increase Roads Capital Fund appropriations by \$560,000 to complete the frontage improvements for the North side of NE 200<sup>th</sup> Street from 25<sup>th</sup> Avenue NE to 30<sup>th</sup> Avenue NE in conjunction with the Shoreline School District improvements. An alternative amendment to this amendment is to propose that this project be added in the 2020-2025 Transportation Improvement Plan update and add this project to the 2019-2024 Capital Improvement Plan (CIP) as a future grant-funded project in the out-years of the CIP.*

*Background:* The right-of-way (ROW) permit for the frontage improvements for the Shoreline School District is ready to issue. Staff anticipates that construction will occur in 2019. Timing construction of these proposed improvements with the School District improvements is not practical, as staff is not able to plan, design and construct improvements to meet the District's timeline.

The project would qualify as a Safe Routes to School (SRTS) project in the next round for application in 2020, which would result in construction in 2022 or 2023. Although it would qualify, staff is not sure of how competitive it will be, as it will depend on other project submittals. If the City were to utilize City funds and staff resources (separate of the grant timing), design of this project could begin in 2020 or 2021; about the same as if a SRTS grant were received. To start design earlier would require delaying an existing project. This segment of sidewalk rated a "medium" in the recently completed Sidewalk Prioritization Plan.

- *PROS:* Provides continuous sidewalk on one side of NE 200<sup>th</sup> Street from 25<sup>th</sup> Avenue NE to 30<sup>th</sup> Avenue NE rather than only in front of school. This provides better overall safety to students walking to school.
- *CONS:*
  - Based on current staff resources, the design of this project could begin in 2020 or 2021, later than this proposed amendment envisions. To start design earlier would require delaying an existing project.
  - There is no funding currently available in the Roads Capital Fund for this project. Funding this project would require: 1) funding from the general fund, 2) re-allocation of funding from a roads capital project to this project or 3) funding through the SRTS during the next cycle.
  - This project is a medium priority new sidewalk project; elevating it would move it above higher priority projects.
- *Staff Recommendation:* Staff recommends not funding this project within the 2019-2020 Biennium primarily because there are not adequate resources (staff and funding) for this project. The Council should discuss this project and the priority in relation to other projects as part of the 2020-2025 Transportation Improvement Plan (TIP), which will occur during the second quarter of 2019, and the mid-biennium Capital Improvement Plan discussions.
- **Proposed Amendment 3 (Roberts)**  
*Increase General Fund appropriations by \$10,538 to become dues paying members of the US Conference of Mayors for 2019 and 2020.*

*Background:* The primary role of the US Conference of Mayors is to promote the development of effective national urban/suburban policy; strengthen federal-city relationships; ensure that federal policy meets urban needs; provide mayors with leadership and management tools; and create a forum in which mayors can share ideas and information.

- *PROS:* Membership in the United States Conference of Mayors is an avenue for cities across the United States stay connected with each other and engaged with issues at the national level. Full members of the Conference are entitled to participate in the Conference of Mayor's policy-shaping process and are eligible for Conference of Mayor's grant and award programs. Cities also receive discounts for meeting registration and other preferred benefits.
- *CONS:* The City's needs for federal lobbyist services are met through the competitively bid federal lobbyist contract with the Johnston Group. The City can attend the Conference of Mayor's annual conference and access reports and resources without becoming a dues paying member.
- *Staff Recommendation:* Staff does not recommend becoming dues paying member of the US Conference of Mayors because the City's federal lobbyist services are already provided for and the other services offered can be accessed without a membership.
- **Proposed Amendment 4 (Roberts)**  
*Increase Roads Capital Fund appropriations by \$100,000 to construct a median island at Wallingford Avenue N and N 155<sup>th</sup> Street. This proposed amendment assumes that a median island is built at 170<sup>th</sup> and Meridian.*

*Background:* There is no project planned to construct a median island at Wallingford Avenue N and N 155<sup>th</sup> Street or at Meridian Avenue N and N 170<sup>th</sup> Street. There is a funded project to install Rectangular Rapid Flashing Beacons at Meridian Avenue N and N 170<sup>th</sup> Street, but not a median. However a grant has been submitted that would provide for a median island at Meridian Avenue N and N 170<sup>th</sup> Street. The Meridian Ave N and N 170<sup>th</sup> Street location has pedestrian collision history, and since it is a T-intersection, would not negatively impact traffic flow. Award notification for this grant is expected in December 2018.

- *PROS:* A median island on the east leg of N 155<sup>th</sup> Street and Wallingford Avenue N serving a north-south pedestrian crossing movement would provide a safer crossing for school-aged children and for pedestrians in general by providing protected refuge space and reducing the number of active lanes to cross.
- *CONS:*
  - Funding and implementing a median island at the N 155<sup>th</sup> Street and Wallingford Avenue N location would prioritize this location above others with identified pedestrian collision history. This location has not been identified as a high priority pedestrian safety project based on the lack of collision history (it has zero pedestrian collisions in latest 5-year review period).
  - The impacts of adding the median island at this location have not been analyzed. However a cursory review indicates that if a

median was added it would eliminate what is now the left turn lane space and add delay to the westbound movement, since westbound through traffic would be blocked by left turners waiting for a gap in eastbound traffic.

- *Staff Recommendation:* Staff does not recommend funding and implementation of a traffic island at N 155<sup>th</sup> Street and Wallingford Avenue N at this time.

- **Proposed Amendment 5 (Roberts)**

*Revise Financial Policies to include a clause in the Reserve and Contingency Policies setting the maximum General Fund Operating Reserves at an amount equal to three months of operating expenditures.*

*Reserve Policy Summary:* Policies for the City's operating reserves in the General Fund and Revenue Stabilization Fund are presented in the 2019-2020 Proposed Biennial Budget and 2019-2024 CIP book on pp. 422 – 423. The City maintains a General Fund operating reserve to provide for adequate cash flow (approximately equal to 1.5 months of operating expenditures), budget contingencies (equal to 2% of budgeted operating revenues), and insurance reserves (to be used for substantial events that cause damage to the City's fixed assets and/or infrastructure). The Revenue Stabilization Fund accumulates a reserve equal to 30 percent of annual economically sensitive revenues to cover revenue shortfalls resulting from unexpected economic changes or recessionary periods. In addition to these policies, the City Council stated in the 10 Year Financial Sustainability Plan (accepted June 16, 2014), "...that the City's first priority is to ensure adequate reserves. If reserves are below policy levels then surpluses should be used to restore reserves to mandated levels. If reserves meet or exceed policy requirements the surpluses should be used to fund economic development investment in Shoreline, fund infrastructure improvements, fund other high priority one-time needs or be held to fund future deficits if they are forecast in the Financial Sustainability Model. If it appears that surpluses are sustainable on a recurring basis, the City Council will review and consider funding for new on-going operational needs."

*Current Reserves:* The beginning fund balance for 2018 was \$14.050 allocated as follows:

- |  |          |
|--|----------|
| • Required Reserves (Operating, Contingency & Insurance) | \$4.093M |
| • Reappropriations (Carry Overs) -                       | \$1.496M |
| • One-Time and Capital Funding                           | \$3.585M |
| • Unrestricted Fund Balance:                             | \$4.876M |

*General Fund Balance History:* It is the City's policy, as discussed on p. 420 of the 2019-2020 Proposed Biennial Budget and 2019-2024 CIP book, that, "Resources (fund balance) greater than budget estimates in any fund shall be considered "one-time" resources and shall not be used to fund ongoing service delivery programs." The history of the fund balance for the General Fund is exhibited in the chart below. At a minimum the City budgets the use of fund balance for the City's aforementioned operating contingency and insurance

reserve. Beyond that the budget may include the use of fund balance for one-time supplemental requests, contributions to capital projects, or to complete projects initiated but not completed in the prior year. Any number of factors can contribute to the delay of an expenditure. In some cases, the use of fund balance is contingent upon the timing of construction of a capital project.

The beginning fund balance for the 2019-2020 biennium is anticipated to total \$13.234 million and is allocated in the following manner:

- Required Reserves (Operating, Contingency & Insurance) \$4.139M
- Designated for City Maintenance Facility \$2.000M
- Transfer to Revenue Stabilization Fund \$0.674M
- Available Fund Balance \$6.421M

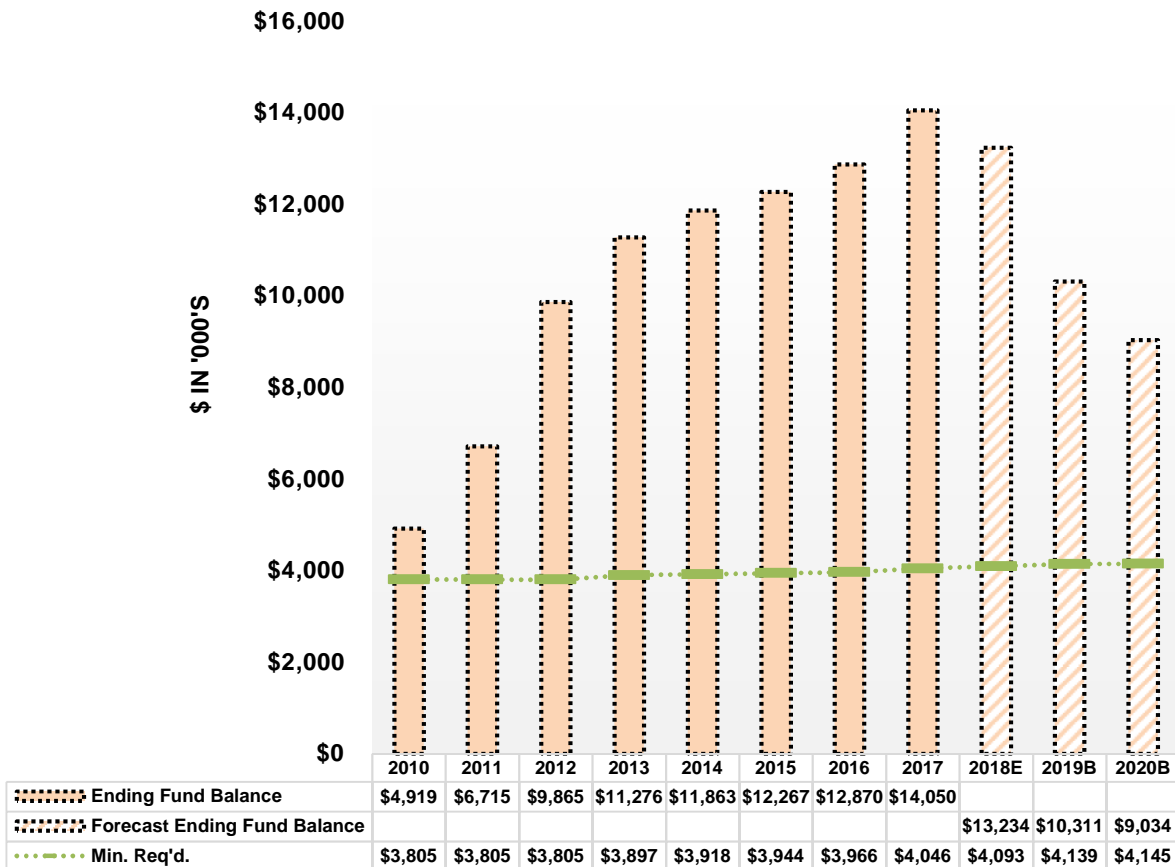
The spending plans for 2019 and 2020 anticipate using \$3.560M of current available fund balance for one-time expenses including contributions to capital projects. Also since the 2019-2020 budget forecasts revenues to exceed expenditures in the General Fund, the City Manager has recommended setting aside an additional \$2.000M towards a future maintenance facility. As such, the 2019-20 Budget projects a 2021 beginning fund fund balance of \$9.034 that would be allocated for the next biennium as follows:

- Required Reserves (Operating, Contingency & Insurance) \$4.145M
- Designated for City Maintenance Facility \$4.000M
- Available Fund Balance \$0.889M

The graph below reflects the history of ending fund balance since 2010.



## General Fund



- *PROS:* A policy setting an upper limit to the General Fund Operating Reserves would ensure the General Fund fund balance would not increase beyond the desired level.
- *CONS:*
  - By setting a maximum for the General Fund fund balance, it could hinder the ability to save for future needs without currently restricting the funds.
  - This is a non-standard practice. Our Bond Council has never encountered a maximum reserve limit and was not sure it would be interpreted well by Bond rating agencies.
  - If Council decides to set an upper limit to the amount of fund balance in the General Fund, additional in-depth analysis would be needed to determine the correct amount and the actions that would be taken in the event that the maximum was attained (refund, spend, etc).
- *Staff Recommendation:* Staff recommends not amending the Financial Policies at this time. Additional analysis is needed to determine any needed modifications to the Reserve Policy including, but not limited to, a need for a maximum limit. Staff recommends reviewing possible revisions and options at the City Council Strategic Planning Workshop in March of

2019, and addressing the modifications, if any, during the Mid-Biennium budget review in 2019.

- **Proposed Amendment 6 (Roberts)**

*Increase General Fund expenditures by \$51,000 to transfer to the Public Arts Fund to support the installation of a permanent art piece as described in the public art plan.*

*Background:* The Municipal Art Fund is dependent on contributions from qualifying City capital improvement projects as defined in Ordinance No. 312. Those contributions come from 1% of the original construction contract amount for specified projects. During preparation of the 2019-2020 Biennial Budget, City staff determined that projections for capital project contributions were lower than projected when the Public Art Plan was reviewed and adopted in early 2017.

In 2017, revenues were approximately \$61,000 less than anticipated. The adopted plan anticipated 1% contributions of approximately \$100,000 and actual contributions were just over \$38,000. A couple of major items led to this situation: only the Police Station at City Hall addition (the new part of the building) qualified per the ordinance and not the remodel (a \$22,500 difference), and the annual road surface (BST) and bike system implementation (bike lanes) projects were not eligible for contribution (\$29,000).

In 2018, staff is anticipating that revenues will again be below projections by approximately \$29,000 (\$19,000 less in 1% contribution and \$10,000 less in grants/philanthropy). The plan expected 1% contributions in 2019-2020 to total approximately \$31,000, and updated projections are closer to \$650.

The Public Art Coordinator had been working diligently with a citizen art selection panel to accomplish the Parks, Recreation and Open Space (PROS) Plan goal of installing a permanent, significant piece of public art in the city by 2019. The budget for that project is \$140,000.

Based on the uncertainty of ongoing funding for the public art program, the City Manager determined it necessary to delay the project. . The City Manager paused the project before any design or fabrication costs were incurred, in addition to the final installation costs. As such the cost to complete the project is still estimated at \$140,000. While there is cash available in the Public Art Fund to support this project, the City Manager became concerned that, in the absence of anticipated Municipal Art Fund revenues, the expenditure would leave the Municipal Art Fund with minimal fund balance at the end of 2020. With no significant revenue anticipated, this would mean exhausting financial support for any other public art projects in the community and placing the Public Art Coordinator staff position at risk for the 2021-2022 biennium.

A contribution of \$51,000 from the General Fund would provide an ending fund balance sufficient to support the Public Arts Coordinator position in the 2021-2022 biennium. In 2019-2020, staff will be performing a public arts funding

options analysis to identify more sustainable revenue options for the public arts fund.

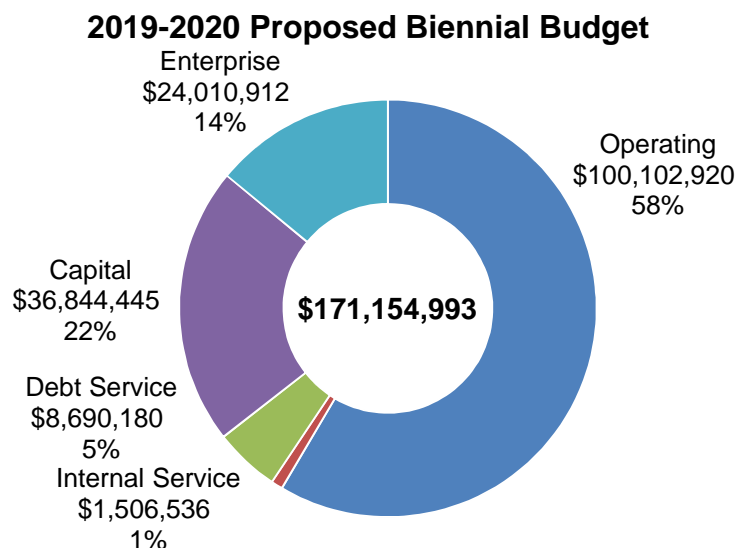
- *PROS:* Keeps the public art plan on schedule for this project.
- *CONS:*
  - Funding this project before completing the Public Art Funding Analysis, scheduled in 2019, results in the project being prioritized over other projects identified in the adopted 2018-2023 Public Art Plan and without context to the Plan as a whole.
  - Utilizes General Fund Reserves without consideration to other priorities.
- *Staff Recommendation:* Staff recommends that Council not amend the budget and instead wait for the outcome of the public arts funding options analysis in 2019. Should additional revenues be identified, the permanent art installation project could be advanced. Should no revenues be identified, staff would return this discussion to council during the Mid-Biennium budget review as part of a review of the overall adopted Public Art Plan.

Proposed Ordinance No. 841 does not reflect these proposed amendments but would be updated following adoption of the ordinance with approved amendments.

### **FINANCIAL IMPACT**

The City's 2019-2020 Proposed Biennial Budget as presented to the City Council on October 15 is balanced in all funds with appropriations totaling \$171.155 million as exhibited in the 2019-2020 All Funds Resources/Appropriations Summary. Budgeted resources total \$174.737 million. The 2019-2020 Proposed Biennial Budget is \$11.567 million, or 7.2%, more than the 2017-2018 Biennial Budget (2017 actual plus 2018 Adopted Budgets as amended, including re-appropriations from 2017, which have been adopted by the City Council through September 2018). The increase can be linked to the following changes:

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The 2019-2020 Proposed Biennial Budget includes adequate reserve levels to meet all adopted budget policies.

Staff discussed the proposed 2019-2024 CIP with the City Council on October 29. The proposed 2019-2024 CIP, inclusive of all General Capital, Roads Capital, City Facilities-Major Maintenance, and Surface Water Utility projects, is balanced as required by the Growth Management Act and totals \$187.818 million. Of this six year amount, the 2019-2020 Capital Improvement Program totals \$43.580 million. Detailed information about projects can be found in pages 302 through 415 of the 2019-2020 Proposed Biennial Budget and 2019-2024 Capital Improvement Plan book. Attachment A – Exhibit B to this staff report is the proposed 2019-2024 Capital Improvement Plan summary of projects.

### **RECOMMENDATION**

Staff recommends that the City Council adopt proposed Ordinance No. 841, as amended, adopting the 2019-2020 Biennial Budget including the City's appropriations for 2019-2020, 2019 salary schedule, 2019 fee schedules, 2019-2024 Capital Improvement Plan, and the 2019-2020 Capital Improvement Program.

### **ATTACHMENTS**

Attachment A: Proposed Ordinance No. 841  
Attachment A - Exhibit A: 2019 Fee Schedules  
Attachment A - Exhibit B: 2019-2024 Capital Improvement Plan Program Summary  
Attachment B: Salary Schedule for Exempt and Non-Exempt Employees  
Attachment C: Extra Help Pay Table – Non-Exempt Positions

**ORDINANCE NO. 841**

**AN ORDINANCE OF THE CITY OF SHORELINE, WASHINGTON, ADOPTING THE BIENNIAL BUDGET OF THE CITY OF SHORELINE FOR THE PERIOD JANUARY 1, 2019 THROUGH DECEMBER 31, 2019 AND ADOPTING THE 2019-2024 SIX YEAR CAPITAL FACILITIES PLAN.**

WHEREAS, as authorized by Chapter 35A.34 Revised Code of Washington (RCW), the Shoreline City Council adopted Ordinance No. 816, codified at Chapter 3.02 Shoreline Municipal Code (SMC), thereby establishing a two-year fiscal biennium budget system and directing the City to follow the procedures set forth in Chapter 35A.34 RCW; and

WHEREAS, Chapter 35A.34 RCW requires the City to adopt a biennial budget; and

WHEREAS, the Growth Management Act, RCW 36.70A.070(3) and 36.70A.130(2), requires a six-year plan for financing capital facilities (CIP) and permits amendment of the City's Comprehensive Plan to occur concurrently with the adoption of the city budget; and

WHEREAS, a proposed budget for fiscal biennium 2019-2020 has been prepared, filed, and submitted to the Shoreline City Council in a timely manner for review; and

WHEREAS, the Shoreline City Council conducted duly noticed public hearings on November 5, 2018 and November 19, 2018 for the purposes of fixing the final budget, including a public hearing on revenues held on November 5, 2018, to take public comment from all persons wishing to be heard with respect to the proposed Biennial Budget of the City of Shoreline for 2019-2020 were heard; and

WHEREAS, the Shoreline City Council has deliberated and has made adjustments and changes deemed necessary and proper;

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF SHORELINE, WASHINGTON, DO ORDAIN AS FOLLOWS:**

**Section 1. 2019-2020 Biennial Budget Adopted.** The 2019-2020 Final Biennial Budget for the City of Shoreline for the period January 1, 2019 through December 31, 2020 as set forth in the 2019-2020 Proposed Biennial Budget, as amended, is hereby adopted.

**Section 2. Summary of Revenues and Expenditures.** The budget sets forth totals of estimated revenues and estimated expenditures of each separate fund, and the aggregate totals for all such funds, as summarized as follows:

Fund	Appropriation
General Fund	\$95,731,855
Street Fund	3,974,166
Code Abatement Fund	200,000
State Drug Enforcement Forfeiture Fund	36,486
Public Arts Fund	134,413

Fund	Appropriation
Federal Drug Enforcement Forfeiture Fund	26,000
Property Tax Equalization Fund	0
Federal Criminal Forfeiture Fund	0
Transportation Impact Fees Fund	162,000
Park Impact Fees Fund	175,000
Revenue Stabilization Fund	0
Unltd Tax GO Bond 2006	3,389,937
Limited Tax GO Bond 2009	3,320,072
Limited Tax GO Bond 2018	1,460,400
Limited Tax GO Bond 2013	519,771
General Capital Fund	7,464,925
City Facility-Major Maintenance Fund	288,936
Roads Capital Fund	28,753,584
Surface Water Capital Fund	19,086,020
Wastewater Utility Fund	4,924,892
Vehicle Operations/Maintenance Fund	1,088,547
Equipment Replacement Fund	382,989
Unemployment Fund	35,000
<b>Total Funds</b>	<b>\$171,154,993</b>

**Section 3. Repeal, Chapter 3.01.** Shoreline Municipal Code Chapter 3.01 *Fee Schedule* is repealed in its entirety and replaced with a new Chapter 3.01 *Fee Schedule* as set forth in Exhibit A attached hereto.

**Section 4. Capital Improvement Plan (CIP) Adoption.** The *Capital Improvement Plan (2019-2024)* is adopted as set forth in Exhibit B attached hereto.

**Section 5. Copies of Budget to be Filed.** The City Clerk is directed to transmit a complete copy of the 2019-2020 Final Biennial Budget as adopted by the City Council to the Division of Municipal Corporations in the Office of the State Auditor and to the Association of Washington Cities as required by RCW 35A.34.120.

**Section 6. Corrections by City Clerk or Code Reviser.** Upon approval of the City Attorney, the City Clerk and/or the Code Reviser are authorized to make necessary corrections to this ordinance, including the corrections of scrivener or clerical errors; references to other local, state, or federal laws, codes, rules, or regulations; or ordinance numbering and section/subsection numbering and references.

**Section 7. Severability.** Should any section, paragraph, sentence, clause or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this ordinance be preempted by state or federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

**Section 8. Effective Date.** A summary of this ordinance consisting of its title shall be published in the official newspaper of the City. The ordinance shall take effect and be in full force at 12:01 am on January 1, 2019.

**ADOPTED BY THE CITY COUNCIL ON NOVEMBER 19, 2018.**

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Mayor Will Hall

**ATTEST:**

**APPROVED AS TO FORM:**

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Jessica Simulcik-Smith  
City Clerk

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Margaret King  
City Attorney

Date of Publication: \_\_\_\_\_, 2018  
Effective Date: January 1, 2019

**City of Shoreline  
Fee Schedules**

Attachment A - Exhibit A

**3.01.010 Planning and Community Development**

Type of Permit Application	2019 Fee Schedule
<b>A. BUILDING</b>	
Valuation (The Total Valuation is the "Building permit valuations" as delineated in section R108.3 of the International Residential Code and section 108.3 of the International Building Code.	
1. \$0 - \$10,000.00	\$199.00
2. \$10,000.01 - \$25,000	\$75 for the first \$2,000.00 + \$14.00 for each additional 1,000.00, or fraction thereof, to and including \$25,000.00
3. \$25,000.01 - \$50,000.00	\$397 for the first \$25,000.00 + \$11.00 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00.
4. \$50,000.01 - \$100,000.00	\$672 for the first \$50,000.00 + \$9.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00.
5. \$100,000.01 - \$500,000.00	\$1,122 for the first \$100,000.00 + \$7 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00.
6. \$500,000.01 - \$1,000,000.00	\$3,922 for the first \$500,000.00 + \$5 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00.
7. \$1,000,000.01 +	\$6,422 for the first \$1,000,000.00 + \$4 for each additional \$1,000.00, or fraction thereof.
8. Building/Structure Plan Review	65% of the building permit fee
9. Civil Plan Review, Commercial (if applicable)	Hourly rate, 12 Hour Minimum \$2,388.00
10. Civil Plan Review, Residential (if applicable)	Hourly rate, 4 Hour Minimum \$796.00
11. Civil Plan Review, Residential, up to 1,000 square feet (if applicable)	Hourly rate, 1-hour minimum \$199.00
12. Floodplain Permit	\$213.00
13. Floodplain Variance	\$597.00
14. Demolition, Commercial	\$1,702.00
15. Demolition, Residential	\$638.00
16. Zoning Review	Hourly rate, 1-hour minimum \$199.00
17. Affordable Housing Review	Hourly rate, 10-hour minimum \$1,990.00
18. Temporary Certificate of Occupancy (TCO)- Single-Family	\$199.00
19. Temporary Certificate of Occupancy (TCO)- Other	\$597.00
<b>B. ELECTRICAL</b>	
1. Electrical Permit	Permit fee described in WAC 296-46B-905, plus a 20% administrative fee



# City of Shoreline Fee Schedules

## 3.01.010 Planning and Community Development

Type of Permit Application	2019 Fee Schedule
<b>C. FIRE - CONSTRUCTION</b>	
1. Automatic Fire Alarm System:	
a. Existing System	
New or relocated devices up to 5	\$199.00
New or relocated devices 6 up to 12	\$597.00
Each additional new or relocated device over 12	\$7.00 per device
b. New System	\$795.00
c. Each additional new or relocated device over 30	\$7.00 per device
2. Fire Extinguishing Systems:	
a. Commercial Cooking Hoods	
1 to 12 flow points	\$597.00
More than 12	\$795.00
b. Other Fixed System Locations	\$795.00
3 Fire Pumps:	
a. Commercial Systems	\$795.00
4. Commercial Flammable/Combustible Liquids:	
a. Aboveground Tank Installations	
First tank	\$398.00
Additional	\$199.00
b. Underground Tank Installations	
First tank	\$398.00
Additional	\$199.00
c. Underground Tank Piping (with new tank)	\$398.00
d. Underground Tank Piping Only (vapor recovery)	\$597.00
e. Underground Tank Removal	
First tank	\$398.00
Additional Tank	\$100.00 per additional tank
5. Compressed Gas Systems (exception: medical gas systems require a plumbing permit):	
a. Excess of quantities in IFC Table 105.6.9	\$398.00
6. High-Piled Storage:	
a. Class I – IV Commodities:	
501 – 2,500 square feet	\$398.00
2,501 – 12,000 square feet	\$597.00
Over 12,000 square feet	\$795.00
b. High Hazard Commodities:	
501 – 2,500 square feet	\$597.00
Over 2,501 square feet	\$995.00

# City of Shoreline Fee Schedules

## 3.01.010 Planning and Community Development

Type of Permit Application	2019 Fee Schedule
7. Underground Fire Mains and Hydrants	\$597.00
8. Industrial Ovens:	
Class A or B Furnaces	\$398.00
Class C or D Furnaces	\$795.00
9. LPG (Propane) Tanks:	
Commercial, less than 500-Gallon Capacity	\$398.00
Commercial, 500-Gallon+ Capacity	\$597.00
Residential 0 – 500-Gallon Capacity	\$199.00
Spray Booth	\$795.00
10. Sprinkler Systems (each riser):	
a. New Systems	\$995.00, plus \$3.00 per head
b. Existing Systems	
1 – 10 heads	\$597.00
11 – 20 heads	\$795.00
More than 20 heads	\$995.00, plus \$3.00 per head
c. Residential (R-3) 13-D System	
1 – 30 heads	\$597.00
More than 30 heads	\$597.00, plus \$3.00 per head
Voluntary 13-D Systems in residencies when not otherwise required	\$199.00
11. Standpipe Systems	\$795.00
12. Emergency Power Supply Systems:	
10 kW - 50 kW	\$597.00
> 50 kW	\$995.00
13. Temporary Tents and Canopies	\$199.00
14. Fire Review -Single-Family	\$100.00
15. Fire Review -Subdivision	Hourly rate, 1-hour minimum \$199.00
16. Fire Review -Other	Hourly rate, 1-hour minimum \$199.00
17. Emergency Responder Radio Coverage System	\$597.00
18. Smoke Control Systems - Mechanical or Passive	\$795.00
<b>D. MECHANICAL</b>	
1. Residential Mechanical System	\$199.00 (including 4 pieces of equipment), \$12.00 per piece of equipment over 4
2. Commercial Mechanical System	\$532.00 (including 4 pieces of equipment), \$12.00 per piece of equipment over 4
3. All Other Mechanical Plan Review (Residential and Commercial)	Hourly rate, 1-hour minimum \$199.00

# City of Shoreline Fee Schedules

## 3.01.010 Planning and Community Development

Type of Permit Application	2019 Fee Schedule
<b>E. PLUMBING</b>	
1. Plumbing System	\$199.00 (including 4 fixtures), \$12.00 per fixture over 4
2. Gas Piping System standalone permit	\$199.00 (including 4 outlets), \$12.00 per outlet over 4
3. Gas Piping as part of a plumbing or mechanical permit	\$12.00 per outlet (when included in outlet count)
4. Backflow Prevention Device - standalone permit	\$199.00 (including 4 devices), \$12.00 per devices over 4
5. Backflow Prevention Device as part of a plumbing systems permit	\$12.00 per device (when included in fixture count)
6. All Other Plumbing Plan Review (Residential and Commercial)	Hourly rate, 1-hour minimum \$199.00
<b>F. ENVIRONMENTAL REVIEW</b>	
1. Single-Family SEPA Checklist	\$3,191.00
2. Multifamily/Commercial SEPA Checklist	\$4,787.00
3. Environmental Impact Statement Review	\$8,296.00
<b>G. LAND USE</b>	
1. Accessory Dwelling Unit	\$851.00
2. Administrative Design Review	\$1,596.00
3. Adult Family Home	\$478.00
4. Comprehensive Plan Amendment – Site Specific (Note: may be combined with Rezone public hearing.)	\$17,550.00, plus public hearing (\$3,723.00)
5. Conditional Use Permit (CUP)	\$7,446.00
6. Historic Landmark Review	\$404.00
7. Interpretation of Development Code	\$745.00
8. Master Development Plan	\$26,593.00, plus public hearing (\$3,723.00)
9. Changes to a Master Development Plan	\$13,296.00, plus public hearing (\$3,723.00)
10. Planned Action Determination	\$341.00
11. Rezone	\$17,231.00, plus public hearing (\$3,723.00)
12. SCTF Special Use Permit (SUP)	\$15,530.00, plus public hearing (\$3,723.00)
13. Sign Permit - Building Mounted, Awning, Driveway Signs	\$426.00
14. Sign Permit - Monument/Pole Signs	\$851.00
15. Special Use Permit	\$15,530.00, plus public hearing (\$3,723.00)
16. Street Vacation	\$10,956.00, plus public hearing (\$3,723.00)
17. Temporary Use Permit (TUP) EXCEPT fee is waived as provided in SMC 20.30.295(D)(2) for Transitional Encampments	\$1,596.00
18. Deviation from Engineering Standards	Hourly rate, 8-hour minimum \$1,592.00
19. Variances - Zoning	\$9,041.00

# City of Shoreline Fee Schedules

## 3.01.010 Planning and Community Development

Type of Permit Application	2019 Fee Schedule
20. Lot Line Adjustment	\$1,596.00
21. Lot Merger	\$398.00
22. Development Agreement	Hourly rate, 2-hour minimum \$398.00
<b>H. CRITICAL AREAS FEES</b>	
1. Critical Area Field Signs	\$7.00 per sign
2. Critical Areas Review	Hourly rate, 2-hour minimum \$398.00
3. Critical Areas Monitoring Inspections (Review of three reports and three inspections.)	\$1,915.00
4. Critical Areas Reasonable Use Permit (CARUP)	\$14,360.00, plus public hearing (\$3,723.00)
5. Critical Areas Special Use Permit (CASUP)	\$14,360.00, plus public hearing (\$3,723.00)
<b>I. MISCELLANEOUS FEES</b>	
1. Permit Fee for Work Commenced Without a Permit	Twice the Applicable Permit Fee
2. Expedited Review – Building or Site Development Permits	Twice the applicable permit review fee(s)
3. All Other Fees Per Hour	Hourly rate, 1-hour minimum \$199.00
4. Multiple Family Tax Exemption Application Fee	Hourly rate, 3-hour minimum \$597.00
5. Extension of the Conditional Certificate for the Multiple Family Tax Exemption Application Fee	\$199.00
6. Multiple Family Tax Exemption or Affordable Housing Annual Compliance Verification	\$399.00
7. Pre-application Meeting	Mandatory pre-application meeting \$468.00; Optional pre-application meeting \$199.00
8. Transportation Impact Analysis (TIA) Review (less than 20 trips)	\$213.00
9. Transportation Impact Analysis (TIA) Review (greater than 20 trips)	\$1,170.00
10. Transportation Impact Analysis (TIA) Review - additional review per hour	\$199.00
11. Noise Variance	\$399.00
<b>J. RIGHT-OF-WAY</b>	
1. Right-of-Way Utility Blanket Permits	\$199.00
2. Right-of-Way Use	Hourly rate, 3-hour minimum \$597.00
3. Right-of-Way Site	Hourly rate, 4-hour minimum \$796.00
4. Right-of-Way Special Events	\$995.00
5. Residential Parking Zone Permit	\$19.00
6. Right-of-Way Extension	Hourly rate, 1-hour minimum \$199.00

# City of Shoreline Fee Schedules

## 3.01.010 Planning and Community Development

Type of Permit Application	2019 Fee Schedule
<b>K. SHORELINE SUBSTANTIAL DEVELOPMENT</b>	
1. Shoreline Conditional Permit Use	\$7,658.00
2. Shoreline Exemption	\$500.00
3. Shoreline Variance	\$10,637.00, plus public hearing if required (\$3,723.00)
Substantial Development Permit (based on valuation):	
4. up to \$10,000	\$2,659.00
5. \$10,000 to \$500,000	\$6,382.00
6. over \$500,000	\$10,637.00
<b>L. SITE DEVELOPMENT</b>	
1. Clearing and/or Grading Permit	Hourly rate, 3-hour minimum \$597.00
2. Subdivision Construction	Hourly rate, 10-hour minimum \$1,990.00
3. Clearing and Grading Inspection - Sum of Cut and Fill Yardage:	
4. 50-500 CY without drainage conveyance	\$199.00
5. 50-500 CY with drainage conveyance	\$426.00
6. 501-5,000 CY	\$851.00
7. 5001-15,000 CY	\$1,702.00
8. More than 15,000 CY	\$4,468.00
9. Tree Removal	\$199.00
<b>M. SUBDIVISIONS</b>	
1. Binding Site Plan	\$6,063.00
2. Preliminary Short Subdivision	\$6,914.00 for two-lot short subdivision, plus (\$532.00) for each additional lot
3. Final Short Subdivision	\$2,021.00
4. Preliminary Subdivision	\$15,956.00 for ten-lot subdivision, plus (\$745.00) for each additional lot, and public hearing (\$3,723.00)
5. Final Subdivision	\$7,765.00
6. Changes to Preliminary Short or Formal Subdivision	\$3,936.00
7. Multiple Buildings	Hourly rate, 10-hour minimum \$1,990.00

# City of Shoreline

## Fee Schedules

### 3.01.010 Planning and Community Development

Type of Permit Application	2019 Fee Schedule
<b>N. SUPPLEMENTAL FEES</b>	
1. Supplemental permit fees	Additional review fees may be assessed if plan revisions are incomplete, corrections not completed, the original scope of the project has changed, or scale and complexity results in review hours exceeding the minimums identified in this schedule. Fees will be assessed at \$199.00 per hour, minimum of one hour.
2. Reinspection fees	Reinspection fees may be assessed if work is incomplete, corrections not completed or the allotted time is depleted. Fees will be assessed at \$199.00 per hour, minimum one hour.
3. Investigation inspection	\$265.00
<b>O. FEE REFUNDS</b>	
<p>The city manager or designee may authorize the refunding of:</p> <ol style="list-style-type: none"> <li>1. One hundred percent of any fee erroneously paid or collected.</li> <li>2. Up to 80 percent of the permit fee paid when no work has been done under a permit issued in accordance with this code.</li> <li>3. Up to 80 percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled and minimal plan review work has been done.</li> <li>4. The city manager or designee shall not authorize refunding of any fee paid except on written application filed by the original permittee not later than 180 days after the date of fee payment.</li> </ol>	
<b>P. FEE WAIVER</b>	
<ol style="list-style-type: none"> <li>1. The City Manager or designee may authorize the waiver of the double fee for work commenced without a permit for property owners not responsible for initiating the work without a permit. Any fee waiver request must be submitted in writing by the current property owner prior to permit issuance and detail the unpermitted work related to the dates of property ownership.</li> </ol>	

[Ord. 806 § 3 (Exh. A), 2017; Ord. 785 § 1, 2017; Ord. 779 § 1, 2017; Ord. 778 § 1, 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 737 § 1 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3, 2012; Ord. 646 § 2, 2012; Ord. 641 § 1, 2012; Ord. 629 § 1, 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 585 §§ 3(a), 3(b) (Exh. B), 2010; Ord. 563 § 3 (Exh. B), 2009; Ord. 528 § 3 (Exh. A), 2008; Ord. 486 § 3, 2007; Ord. 451 § 1, 2006; Ord. 426 § 4, 2006]

## City of Shoreline Fee Schedules

### 3.01.014 Impact Fee Administrative Fees

A. Administrative Fees		2019 Fee Schedule
1.	Administrative Fee - All applicable projects per building permit application	Hourly rate, 1- hour minimum \$199.00
2.	Administrative Fee - Impact fee estimate/preliminary determination per building permit application	Hourly rate, 1- hour minimum \$199.00
3.	Administrative Fee - Independent fee calculation per impact fee type	Hourly rate, 1- hour minimum \$193
4.	Administrative Fee - Deferral program	Hourly rate, 1- hour minimum \$193
All administrative fees are nonrefundable.		
Administrative fees shall not be credited against the impact fee.		
Administrative fees applicable to all projects shall be paid at the time of building permit issuance.		
Administrative fees for impact fee estimates or preliminary determination shall be paid at the time the request is submitted to the city.		
Administrative fees for independent fee calculations shall be paid prior to issuance of the director's determination, or for fire impact fees, the fire chief's determination.		

[Ord. 806 § 3 (Exh. A), 2017]

## City of Shoreline Fee Schedules

### 3.01.015 Transportation Impact Fees

ITE Code	Land Use Category/Description	2019 Fee Schedule	
		Impact Fee Per Unit @	
		\$7,396.69 per Trip	
A. Rate Table			
90	Park-and-ride lot w/ bus svc	3,439.46	per parking space
110	Light industrial	9.40	per square foot
140	Manufacturing	7.08	per square foot
151	Mini-warehouse	2.52	per square foot
210	Single family house (includes townhouse and duplex)	6,723.58	per dwelling unit
220	Apartment (includes accessory dwelling unit)	4,356.65	per dwelling unit
230	Condominium	4,423.22	per dwelling unit
240	Mobile home park	3,142.11	per dwelling unit
251	Senior housing	1,437.91	per dwelling unit
254	Assisted Living	659.04	per bed
255	Continuing care retirement	2,145.04	per dwelling unit
310	Hotel	4,494.96	per room
320	Motel	3,580.74	per room
444	Movie theater	14.09	per square foot
492	Health/fitness club	18.56	per square foot
530	School (public or private)	5.46	per square foot
540	Junior/community college	14.27	per square foot
560	Church	3.67	per square foot
565	Day care center	35.25	per square foot
590	Library	17.81	per square foot
610	Hospital	8.63	per square foot
710	General office	12.99	per square foot
720	Medical office	23.61	per square foot
731	State motor vehicles dept	113.77	per square foot
732	United States post office	27.15	per square foot
820	General retail and personal services (includes shopping center)	9.83	per square foot
841	Car sales	18.08	per square foot
850	Supermarket	26.85	per square foot
851	Convenience market-24 hr	49.89	per square foot
854	Discount supermarket	27.38	per square foot
880	Pharmacy/drugstore	15.81	per square foot
912	Bank	38.46	per square foot
932	Restaurant: sit-down	27.74	per square foot
934	Fast food	63.83	per square foot
937	Coffee/donut shop	80.97	per square foot
941	Quick lube shop	28,791.60	per service bay
944	Gas station	26,181.49	per pump
948	Automated car wash	55.96	per square foot
B. Administrative Fees - See SMC 3.01.014			

[Ord. 806 § 3 (Exh. A), 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 737 § 2 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 720 § 1, 2015; Ord. 704 § 1, 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 690 § 2 (Exh B), 2014]



## City of Shoreline Fee Schedules

### 3.01.016 Park Impact Fees

		2019 Fee Schedule
<b>A. Rate Table</b>		
Use Category	Impact Fee	
Single Family Residential	4,090	per dwelling unit
Multi-Family Residential	2,683	per dwelling unit
<b>B. Administrative Fees - See SMC 3.01.014</b>		

[Ord. 806 § 3 (Exh. A), 2017; Ord. 786 § 2 (Exh. B), 2017]

## City of Shoreline Fee Schedules

### 3.01.017 Fire Impact Fees

		2019 Fee Schedule	
A. Rate Table			
Use Category		Impact Fee	
Residential			
Single-Family Residential		2,259.00	per dwelling unit
Multi-Family Residential		1,957.00	per dwelling unit
Commercial			
Commercial 1		2.78	per square foot
Commercial 2		1.79	per square foot
Commercial 3		5.60	per square foot
B. Administrative Fees - See SMC 3.01.014			

[Ord. 791 § 2 (Exh. 2), 2017]

## City of Shoreline Fee Schedules

### 3.01.020 Fire - Operational

Type of Permit Application	2019 Fee Schedule
<b>A. FIRE - OPERATIONAL</b>	
1. Aerosol Products	\$199.00
2. Amusement Buildings	\$199.00
3. Carnivals and Fairs	\$199.00
4. Combustible Dust-Producing Operations	\$199.00
5. Combustible Fibers	\$199.00
6. Compressed Gases	\$199.00
7. Cryogenic Fluids	\$199.00
8. Cutting and Welding	\$199.00
9. Dry Cleaning (hazardous solvent)	\$199.00
10. Flammable/Combustible Liquid Storage/Handle/Use	\$199.00
11. Flammable/Combustible Liquid Storage/Handle/Use - (add'l specs)	Add'l fee based on site specs
12. Floor Finishing	\$199.00
13. Garages, Repair or Servicing - 1 to 5 Bays	\$199.00
14. Garages, Repair or Servicing - (add'l 5 Bays)	\$100.00
15. Hazardous Materials	\$597.00
16. Hazardous Materials (including Battery Systems 55 gal>)	\$199.00
17. High-Piled Storage	\$199.00
18. Hot Work Operations	\$199.00
19. Indoor Fueled Vehicles	\$199.00
20. Industrial Ovens	\$199.00
21. LP Gas-Consumer Cylinder Exchange	\$100.00
22. LP Gas-Retail Sale of 2.5 lb or less	\$100.00
23. LP Gas-Commercial Containers (Tanks)	\$199.00
24. LP Gas-Commercial Containers, Temporary (Tanks)	\$199.00
25. Lumber Yard	\$199.00
26. Misc Comb Material	\$199.00
27. Open Flames and Candles	\$199.00
28. Open Flames and Torches	\$199.00
29. Places of Assembly 50 to 100	\$100.00
30. Places of Assembly up to 500	\$199.00
31. Places of Assembly 501>	\$398.00
32. Places of Assembly (add'l assembly areas)	\$100.00
33. Places of Assembly - A-5 Outdoor	\$100.00

## City of Shoreline Fee Schedules

### 3.01.020 Fire - Operational

Type of Permit Application	2019 Fee Schedule
34. Places of Assembly - Outdoor Pools	\$100.00
35. Places of Assembly - Open Air Stadiums	\$199.00
36. Pyrotechnic Special Effects Material	\$199.00
37. Pyrotechnic Special Effects Material (add'l specs)	Add'l fee based on site specs
38. Refrigeration Equipment	\$199.00
39. Scrap Tire Storage	\$199.00
40. Spraying or Dipping	\$199.00
41. Waste Handling	\$199.00
42. Wood Products	\$199.00

[Ord. 806 § 3 (Exh. A), 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 678 § 3 (Exh. A), 2013]

# City of Shoreline

## Fee Schedules

### 3.01.025 Affordable Housing Fee In-Lieu

		2019 Fee Schedule	
A. Rate Table			
Zoning District	Fee per unit if providing 10% of total units as affordable	Fee per unit if providing 20% of total units as affordable	
MUR-45	206,152.00	158,448.00	
MUR-70	206,152.00	158,448.00	
MUR-70 with development agreement	253,855.00	206,152.00	
Note: The Fee In-Lieu is calculated by multiplying the fee shown in the table by the fractional mandated unit. For example, a 0.40 fractional unit multiplied by \$206,152 would result in a Fee In-Lieu of \$82,460.80.			

[Ord. 817 § 1, 2018]

# City of Shoreline Fee Schedules

## 3.01.100 Animal Licensing and Service Fees

Annual License	2019 Fee Schedule
<b>A. PET - DOG OR CAT</b>	
1. Unaltered	\$60.00
2. Altered	\$30.00
3. Juvenile pet	\$15.00
4. Discounted pet	\$15.00
5. Replacement tag	\$5.00
6. Transfer fee	\$3.00
7. License renewal late fee – received 45 to 90 days following license expiration	\$15.00
8. License renewal late fee – received 90 to 135 days following license expiration	\$20.00
9. License renewal late fee – received more than 135 days following license expiration	\$30.00
10. License renewal late fee – received more than 365 days following license expiration	\$30.00 plus license fee(s) for any year(s) that the pet was unlicensed
<i>Service Animal Dogs and Cats and K-9 Police Dogs: Service animal dogs and cats and K-9 police dogs must be licensed, but there is no charge for the license.</i>	
<b>B. GUARD DOG</b>	
1. Guard dog registration	\$100.00
<b>C. ANIMAL RELATED BUSINESS</b>	
1. Hobby kennel and hobby cattery	\$50.00
2. Guard dog trainer	\$50.00
3. Guard dog purveyor	\$250.00
<b>D. GUARD DOG PURVEYOR</b>	
1. If the guard dog purveyor is in possession of a valid animal shelter, kennel or pet shop license, the fee for the guard dog purveyor license shall be reduced by the amount of the animal shelter, kennel or pet shop license.	
<b>E. FEE WAIVER</b>	
1. The director of the animal care and control authority may waive or provide periods of amnesty for payment of outstanding licensing fees and late licensing penalty fees, in whole or in part, when to do so would further the goals of the animal care and control authority and be in the public interest. In determining whether a waiver should apply, the director of the animal care and control authority must take into consideration the total amount of the fees charged as compared with the gravity of the violation and the effect on the owner, the animal's welfare and the animal care and control authority if the fee or fees or penalties are not waived and no payment is received.	

[Ord. 806 § 3 (Exh. A), 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3 (Exh. A), 2012; Ord. 595 § 3 (Att. B), 2011]

## City of Shoreline Fee Schedules

### 3.01.200 Business License Fees

License	2019 Fee Schedule
<b>A. BUSINESS LICENSE FEES - GENERAL</b>	
1. Business license registration fee for new application filed between January 1 and June 30)	\$40.00
2. Business license registration fee for new application filed between July 1 and December 31	\$20.00
The annual business license fee is prorated as necessary to conform to SMC 5.05.060	
3. Annual business license renewal fee	\$40.00 Annual
Penalty schedule for late annual business license renewal as described in SMC 5.05.080	
Months Past Due	
One	\$10.00
Two	\$15.00
Three	\$20.00
<b>B. REGULATORY LICENSE FEES</b>	
1. Regulated massage business	\$219.00 Per Year
2. Massage manager	\$48.00 Per Year
Plus additional fee for background checks for regulated massage business or massage manager:	
- Effective through June 30, 2019	\$12.00
- Effective July 1, 2019	\$11.00
3. Public dance	\$150.00 Per Dance
4. Pawnbroker	\$701.00 Per Year
5. Secondhand Dealer	\$67.00 Per Year
6. Master solicitor	\$137.00 Per Year
7. Solicitor	\$34.00 Per Year
Late fees for the above regulatory licenses: A late penalty shall be charged on all applications for renewal of a regulatory license received later than 10 working days after the expiration date of such license. The amount of such penalty is fixed as follows: * For a license requiring a fee of less than \$50.00, two percent of the required fee. * For a license requiring a fee of more than \$50.00, ten percent of the required fee.	
8. Adult cabaret operator	\$701.00 Per Year
9. Adult cabaret manager	\$150.00 Per Year
10. Adult cabaret entertainer	\$150.00 Per Year
11. Panoram Operator	\$699.00 Per Year
Plus additional fee for fingerprint background checks for each operator:	
- Effective through June 30, 2019	\$38.00
- Effective July 1, 2019	\$58.00
12. Panoram premise	\$287.00 Per Year
13. Panoram device	\$82.00 Per Year Per Device

## City of Shoreline Fee Schedules

Penalty schedule for Adult cabaret and Panoram licenses:	
Days Past Due	
7 - 30	10% of Regulatory License Fee
31 - 60	25% of Regulatory License Fee
61 and over	100% of Regulatory License Fee
14. Duplicate Regulatory License	\$6.00

[Ord. 806 § 3 (Exh. A), 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 734 § 2, 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 650 § 3 (Exh. A), 2012; Ord. 625 § 4, 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 585 §§ 3(a), 3(b) (Exh. B), 2010; Ord. 563 § 4 (Exh. B), 2009]

### 3.01.210 Hearing Examiner Fees

	2019 Fee Schedule
<b>A. HEARING EXAMINER FEES</b>	\$533.00

[Ord. 806 § 3 (Exh. A), 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 650 § 3 (Exh. A), 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 585 §§ 3(a), 3(b) (Exh. B), 2010; Ord. 528 § 3 (Exh. A), 2008; Ord. 486 § 3, 2007; Ord. 451 § 2, 2006]

### 3.01.220 Public Records

	2019 Fee Schedule
1. Photocopying paper records	
a. Black and white photocopies of paper up to 11 by 17 inches - if more than five pages	\$0.15 Per Page
b. Black and white photocopies of paper larger than 11 by 17 inches - City Produced	\$3.50 Per Page
c. Color photocopies up to 11 by 17 inches - if more than three pages	\$0.25 Per Page
2. Scanning paper records	
a. Scans of paper up to 11 by 17 inches - if more than five pages	\$0.15 Per Page
3. Copying electronic records	
a. Copies of electronic records to file sharing site - if more than five pages (2 minute minimum for first installment only)	\$0.85 Per Minute
b. Copies of electronic records onto other storage media	Cost incurred by City for hardware plus \$0.85/minute
4. Other fees	
a. Photocopies - vendor produced	Cost charged by vendor,
b. Convert electronic records (in native format) into PDF format – if more than 15 minutes	\$50.00 Per hour
c. Service charge to prepare data compilations or provide customized electronic access services	Actual staff cost
d. Photographic prints and slides	Cost charged by vendor,
e. Clerk certification	\$1.50 Per document



## City of Shoreline Fee Schedules

5. Geographic Information Systems (GIS) services	
a. GIS maps smaller than 11 by 17 inches	\$0.50 Per Page
b. GIS maps larger than 11 by 17 inches	\$1.70 Per Square Foot
c. Custom GIS Mapping and Data Requests	\$98.00 Per Hour (1 Hour Minimum)

[Ord. 806 § 3 (Exh. A), 2017; Ord. 784 § 1, 2017; Ord. 778 § 1, 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 738 § 1, 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3 (Exh. A), 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 585 §§ 3(a), 3(b) (Exh. B), 2010; Ord. 563 § 3 (Exh. B), 2009; Ord. 528 § 3 (Exh. A), 2008; Ord. 486 § 3, 2007; Ord. 451 § 6, 2006; Ord. 435 § 7, 2006; Ord. 404, 2005; Ord. 366, 2004; Ord. 342, 2003; Ord. 315, 2002; Ord. 294 § 1, 2001; Ord. 285 § 3, 2001; Ord. 256 § 3, 2000]

# City of Shoreline

## Fee Schedules

### 3.01.300 Parks, Recreation and Cultural Services

Fee	2019 Resident Rate Amended	2019 Non-Resident Rate Amended
<b>A. OUTDOOR RENTAL FEES</b>		
1. Picnic Shelters – (same for all groups)		
a. Half Day (9:00am-2:00pm or 2:30pm-Dusk)	\$70	\$89
b. Full Day (9:00am - Dusk)	\$102	\$128
2. Cromwell Park Amphitheater & Richmond Beach Terrace		
a. Half Day	\$70	\$89
b. Full Day	\$102	\$128
3. Alcohol Use		
a. Per hour, 4 hour minimum (includes shelter rental)	\$90	\$108
4. Athletic Fields (Per Hour)		
a. Lights (determined by dusk schedule; hourly rate includes \$5 Capital Improvement Fee)	\$23	\$23
b. Youth Organization Game * and/or Practice	\$6	\$10
c. Youth Organization Tournament *	\$10	\$13
d. Practice	\$17	\$21
e. Games *	\$32	\$38
f. * Additional field prep fee may be added	\$27	\$36
5. Synthetic Fields (Per Hour)		
a. Youth Organizations	\$19	\$28
b. Private Rentals	\$66	\$81
c. Discount Field Rate **	\$19	\$28
6. Tennis Courts		
a. Per hour	\$7	\$9
7. Park and Open Space Non-Exclusive Use Permit		
a. per hour	\$15	\$19
8. Community Garden Plot Annual Rental Fee		
a. Standard Plot	\$43	N/A
b. Accessible Plot	\$21	N/A
**Offered during hours of low usage as established and posted by the PRCS Director		
9. Amplification Supervisor Fee		
a. Per hour; when applicable	\$26	\$26
10. Attendance Fee		
a. 101-199 Attendance	\$52	\$52
b. 200-299 Attendance	\$103	\$103
c. 300+ Attendance	Varies	Varies

# City of Shoreline

## Fee Schedules

### 3.01.300 Parks, Recreation and Cultural Services

Fee	2019 Resident Rate Amended	2019 Non-Resident Rate Amended
<b>B. INDOOR RENTAL FEES</b>		
	Per Hour (2 Hour Minimum)	Per Hour (2 Hour Minimum)
1. Richmond Highlands (same for all groups) Maximum Attendance 214		
a. Entire Building (including building monitor)	\$62	\$74
2. Spartan Recreation Center Fees for Non-Profit Youth Organizations/Groups		
a. Multi-Purpose Room 1 or 2	\$13	\$17
b. Multi-Purpose Room 1 or 2 w/Kitchen	\$21	\$27
c. Gymnastics Room	\$13	\$17
d. Dance Room	\$13	\$17
e. Gym-One Court	\$21	\$27
f. Entire Gym	\$37	\$48
g. Entire Facility	\$101	\$128
3. Spartan Recreation Center Fees for All Other Organizations/Groups		
a. Multi-Purpose Room 1 or 2	\$26	\$31
b. Multi-Purpose Room 1 or 2 w/Kitchen	\$36	\$44
c. Gymnastics Room	\$26	\$31
d. Dance Room	\$26	\$31
e. Gym-One Court	\$36	\$44
f. Entire Gym	\$68	\$82
g. Entire Facility	\$133	\$160
As a health and wellness benefit for regular City employees, daily drop-in fees for regular City employees shall be waived.		
* Rentals outside the normal operating hours of the Spartan Gym may require an additional supervision fee. (See Below)		
4. City Hall Rental Fees		
a. City Hall Rental - Third Floor Conference Room	\$37 Per Hour	\$45 Per Hour
b. City Hall Rental - Council Chambers	\$107 Per Hour	\$128 Per Hour
c. AV Set-up Fee - Per Room	\$16	\$16
5. Other Indoor Rental Fees:		
a-1. Security Deposit (1-125 people): (refundable)	\$200	\$200
a-2. Security Deposit (126+ people): (refundable)	\$400	\$400
b. Supervision Fee (if applicable)	\$20/hour	\$20/hour
c. Daily Rates (shall not exceed)	\$904	\$1,085

# City of Shoreline

## Fee Schedules

### 3.01.300 Parks, Recreation and Cultural Services

Fee	2019 Resident Rate Amended	2019 Non-Resident Rate Amended
<b>C. CONCESSIONAIRE PERMIT</b>		
1. Annual Permit - Calendar Year (requires additional hourly fee)	\$52	\$62
2. Additional Hourly Concession Fee (requires annual permit)	\$3/hour	\$3/hour
Concession Permit fees and additional Concession Fees are exempt for Non-Profit Youth Organizations, and sanctioned Neighborhood Association Events. Sanctioned Neighborhood Associations Events are exempt from all rental fees with the exception of associated supervision fees when applicable. Concession/Admission/Sales Fees may be modified at the discretion of the PRCS Director.		
<b>D. INDOOR DROP-IN FEES</b>		
1. Showers Only (Spartan Recreation Center)	\$1	\$1
2. Drop-In		
a. Adult	\$3	\$4
b. Senior/Disabled	\$2	\$3
3. 1 Month Pass		
a. Adult	\$26	\$32
b. Senior/Disabled	\$17	\$22
4. 3 Month Pass		
a. Adult	\$64	\$74
b. Senior/Disabled	\$45	\$53
Senior is 60+ years of age		
<b>E. AQUATICS DROP-IN FEES</b>		
1. Drop-In		
a. Adult	\$4	\$5
b. Adult- Real Deal	\$2	\$3
c. Youth/Senior/Disabled	\$3	\$4
d. Youth/Senior/Disabled - Real Deal	\$1	\$2
e. Family	\$11	\$13
2. 1 Month Pass		
a. Adult	\$43	\$53
b. Youth/Senior/Disabled	\$32	\$38
c. Family	\$133	\$160
3. 3 Month Pass		
a. Adult	\$122	\$153
b. Youth/Senior/Disabled	\$91	\$110
c. Family	\$330	\$396
4. 1 Year Pass		
a. Adult	\$447	\$558
b. Youth/Senior/Disabled	\$307	\$369
c. Family	\$862	\$1,034

# City of Shoreline

## Fee Schedules

### 3.01.300 Parks, Recreation and Cultural Services

Fee	2019 Resident Rate Amended	2019 Non-Resident Rate Amended
5. Showers Only (Shoreline Pool)	\$1	\$1
<b>F. INDOOR / AQUATICS JOINT PASS FEES</b>		
1. Indoor / Aquatics Joint 1 Month Pass		
a. Adult	\$58	\$69
b. Senior/Disabled	\$40	\$49
<b>G. AQUATICS RENTAL FEES</b>		
1. Ongoing Organization Rentals (Insurance Required)		
a. Rentals On-Going (non-swim team) per hour	\$81	\$98
b. Swim Team Per/ Lane/Hr	\$12	\$14
2. Public Rentals per Hour		
a. 1-60	\$125	\$150
b. 61-150	\$163	\$195
Aquatics and General Recreation programs fees are based upon market rate.		
<b>H. AQUATICS AND GENERAL RECREATION PROGRAM FEES</b>		
Aquatics and General Recreation Program Fees are based upon the PRCS Cost Recovery/Fee Setting Framework.		
<b>I. FEE IN LIEU OF STREET TREE REPLACEMENT</b>	\$2,553	N/A
<b>J. FEE REFUNDS</b>		
Whenever a fee is paid for the use of Parks, Recreation and Cultural Services Department facilities or property or for participation in a Parks, Recreation and Cultural Services Department sponsored class or program, and a refund request is made to the city, fees may be refunded according to the Parks, Recreation and Cultural Services Department's Refund Policy and Procedures.		
<b>K. RECREATION SCHOLARSHIPS</b>		
Scholarships for the fee due to the participate in a Parks, Recreation and Cultural Services Department sponsored class or program may be awarded when a request is made to the city according to the Parks, Recreation and Cultural Services Department's Recreation Scholarship Policy and Procedures.		

[Ord. 806 § 3 (Exh. A), 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3 (Exh. A), 2012; Ord. 647 § 2, 2012; Ord. 627 § 4, 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 602 § 1, 2011; Ord. 585 §§ 3(a), 3(b) (Exh. B), 2010; Ord. 563 § 3 (Exh. A), 2009; Ord. 528 § 3 (Exh. A), 2008; Ord. 486 § 3, 2007; Ord. 451 § 3, 2006; Ord. 428 § 1, 2006; Ord. 404, 2005; Ord. 366, 2004; Ord. 342, 2003; Ord. 315, 2002; Ord. 294 § 1, 2001; Ord. 285 § 2, 2001; Ord. 256 § 2, 2000]

## City of Shoreline Fee Schedules

### 3.01.400 Surface Water Management Rate Table

Rate Category		2019 SWM Annual Fee			
		2019 SWM Annual Fee	Effective Utility Tax	Per Unit	Fee + Utility Tax
<b>A. Rate Table</b>					
1. Residential: Single-family home		\$232.59	\$13.96	Per Parcel	\$246.55
2. Very Light	Less than or equal to 10%	\$232.59	\$13.96	Per Parcel	\$246.55
3. Light	More than 10%, less than or equal to 20%	\$540.21	\$32.41	Per Acre	\$572.62
4. Moderate	More than 20%, less than or equal to 45%	\$1,116.01	\$66.96	Per Acre	\$1,182.97
5. Moderately Heavy	More than 45%, less than or equal to 65%	\$2,164.48	\$129.87	Per Acre	\$2,294.35
6. Heavy	More than 65%, less than or equal to 85%	\$2,742.19	\$164.53	Per Acre	\$2,906.72
7. Very Heavy	More than 85%, less than or equal to 100%	\$3,591.86	\$215.51	Per Acre	\$3,807.37
Minimum Rate		\$232.59	\$13.96		\$246.55
<p>There are two types of service charges: The flat rate and the sliding rate.</p> <p>The flat rate service charge applies to single family homes and parcels with less than 10% hard surface. The sliding rate service charge applies to all other properties in the service area. The sliding rate is calculated by measuring the amount of hard surface on each parcel and multiplying the appropriate rate by total acreage.</p>					
<b>B. CREDITS</b>					
Several special rate categories will automatically be assigned to those who qualify					
1. An exemption for any home owned and occupied by a low income senior citizen determined by the assessor to qualify under RCW 84.36.381.					
2. A public school district shall be eligible for a waiver of up to 100% of its standard rates based on providing curriculum which benefits surface water utility programs. The waiver shall be provided in accordance with the Surface Water Management Educational Fee Waiver procedure. The program will be reviewed by July 1, 2021.					
3. Alternative Mobile Home Park Charge. Mobile Home Park Assessment can be the lower of the appropriate rate category or the number of mobile home spaces multiplied by the single-family residential rate.					
<b>C. RATE ADJUSTMENTS</b>					
Any person receiving a bill may file a request for a rate adjustment within two years of the billing date. (Filing a request will not extend the payment period).					
Property owners should file a request for a change in the rate assessed if:					
1. The property acreage is incorrect;					
2. The measured hard surface is incorrect;					
3. The property is charged a sliding fee when the fee should be flat;					
4. The person or property qualifies for an exemption or discount; or					
5. The property is wholly or in part outside the service area.					
<b>D. REBATE</b>					
Developed properties shall be eligible for the rebate under SMC 13.10.120 for constructing approved rain gardens or conservation landscaping at a rate of \$2.50 per square foot not to exceed \$2,000 for any parcel.					

[Ord. 806 § 3 (Exh. A), 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 704 § 1, 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 678 § 1, 2013 (Exh. A); Ord. 659 § 2, 2013; Ord. 650 § 3 (Exh. A), 2012; Ord. 642 § 1, 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 585 § 3(a), 2010; Ord. 528 § 3 (Exh. A), 2008; Ord. 486 § 3, 2007; Ord. 451 §§ 7, 14, 2006; Ord. 404, 2005; Ord. 366, 2004; Ord. 342, 2003; Ord. 315, 2002. Formerly 3.01.070.]

# City of Shoreline Fee Schedules

## 3.01.500 Solid Waste Rate Schedule

Effective 1/1/2019

Solid Waste Rate Schedule from CleanScapes				
Service Level	Pounds Per Unit	Disposal Fee	Collection Fee	2019 Total Fee
<b>A. MONTHLY</b>				
1. One 32-gallon Garbage Cart	4.43	\$ 1.35	\$ 8.72	\$ 10.07
<b>B. WEEKLY RESIDENTIAL CURBSIDE SERVICE</b>				
1. One 10-gallon Garbage Micro-Can	6.00	\$ 1.83	\$ 11.09	\$ 12.92
2. One 20-gallon Garbage Cart	12.00	\$ 3.66	\$ 15.31	\$ 18.97
3. One 32/35 -gallon Garbage Cart	19.20	\$ 5.86	\$ 19.20	\$ 25.06
4. One 45-gallon Garbage Cart	27.00	\$ 8.25	\$ 26.44	\$ 34.69
5. One 60/64-gallon Garbage Cart	38.40	\$ 11.74	\$ 28.03	\$ 39.77
6. One 90/96-gallon Garbage Cart	57.60	\$ 17.60	\$ 32.19	\$ 49.79
7. Additional 32 Gallon Cans (weekly svc)	-	\$ 5.87	\$ 7.77	\$ 13.64
8. Extras (32 gallon equivalent)	-	\$ 1.35	\$ 2.95	\$ 4.30
9. Miscellaneous Fees:				
a. Extra Yard Debris (32 gallon bag/bundle/can)				\$ 3.11
b. 2nd and Additional 96-Gallon Yard Waste Cart				\$ 6.22
c. Return Trip				\$ 6.22
d. Roll-out Charge, per 25 ft, per cart, per time				\$ 3.11
e. Drive-in Charge, per month				\$ 6.22
f. Extended Vacation Hold (per week)				\$ 1.00
g. Overweight/Oversize container (per p/u)				\$ 3.11
h. Redelivery of one or more containers				\$ 10.37
i. Cart Cleaning (per cart per cleaning)				\$ 10.37
<b>C. ON-CALL BULKY WASTE COLLECTION</b>				
1. Non-CFC Containing Large Appliances ("white goods"), per item				\$ 20.73
2. Refrigerators/Freezers/Air Conditioners per item				\$ 31.10
3. Sofas, Chairs, per item	-	\$ 7.63	\$ 13.99	\$ 21.62
4. Mattresses, Boxsprings, per item	-	\$ 7.63	\$ 13.99	\$ 21.62
<b>D. WEEKLY COMMERCIAL &amp; MULTIFAMILY CAN AND CART</b>				
1. One 20-gallon Garbage Cart	12.00	\$ 3.66	\$ 13.80	\$ 17.46
2. One 32/35-gallon Garbage Cart	19.20	\$ 5.86	\$ 14.99	\$ 20.85
3. One 45-gallon Garbage Cart	27.00	\$ 8.25	\$ 16.92	\$ 25.17
4. One 60/64-gallon Garbage Cart	38.40	\$ 11.74	\$ 19.10	\$ 30.84
5. One 90/96-gallon Garbage Cart	57.60	\$ 17.60	\$ 21.17	\$ 38.77
6. Extras (32-gallon equivalent)	-	\$ 1.35	\$ 4.06	\$ 5.41
7. Miscellaneous Fees:				
a. Weekly 64-gal Cart Yard Debris/Foodwaste service				\$ 24.92
b. Return Trip				\$ 7.89
c. Roll-out Charge, per addtn'l 25 ft, per cart, per p/u				\$ 1.97
d. Redelivery of containers				\$ 13.14
e. Cart Cleaning (per cart per cleaning)				\$ 13.14

## City of Shoreline Fee Schedules

Service Level	Pounds Per Unit	Disposal Fee	Collection Fee	2019 Total Fee
<b>E. WEEKLY COMMERCIAL DETACHABLE CONTAINER (COMPACTED)</b>				
1. 1 Cubic Yard Container	394.80	\$ 120.63	\$ 82.57	\$ 203.20
2. 1.5 Cubic Yard Container	789.60	\$ 241.28	\$ 162.50	\$ 403.78
3. 2 Cubic Yard Container	1,184.40	\$ 361.91	\$ 242.43	\$ 604.34
4. 3 Cubic Yard Container	1,579.20	\$ 482.55	\$ 322.36	\$ 804.91
5. 4 Cubic Yard Container	1,974.00	\$ 603.19	\$ 402.30	\$ 1,005.49
6. 6 Cubic Yard Container	2,961.00	\$ 892.63	\$ 440.56	\$ 1,333.19
<b>F. COMMERCIAL DETACHABLE CONTAINER (LOOSE)</b>				
1. 1 Cubic Yard, 1 pickup/week	112.80	\$ 34.47	\$ 61.46	\$ 95.93
2. 1 Cubic Yard, 2 pickups/week	225.60	\$ 68.93	\$ 116.37	\$ 185.30
3. 1 Cubic Yard, 3 pickups/week	338.40	\$ 103.40	\$ 171.26	\$ 274.66
4. 1 Cubic Yard, 4 pickups/week	451.20	\$ 137.88	\$ 226.16	\$ 364.04
5. 1 Cubic Yard, 5 pickups/week	564.00	\$ 172.34	\$ 281.06	\$ 453.40
6. 1.5 Cubic Yard, 1 pickup/week	169.20	\$ 51.70	\$ 85.63	\$ 137.33
7. 1.5 Cubic Yard, 2 pickups/week	338.40	\$ 103.40	\$ 164.71	\$ 268.11
8. 1.5 Cubic Yard, 3 pickups/week	507.60	\$ 155.11	\$ 243.77	\$ 398.88
9. 1.5 Cubic Yard, 4 pickups/week	676.80	\$ 206.81	\$ 322.84	\$ 529.65
10. 1.5 Cubic Yard, 5 pickups/week	846.00	\$ 258.51	\$ 401.91	\$ 660.42
11. 2 Cubic Yard, 1 pickups/week	225.60	\$ 68.93	\$ 110.25	\$ 179.18
12. 2 Cubic Yard, 2 pickups/week	451.20	\$ 137.88	\$ 213.92	\$ 351.80
13. 2 Cubic Yard, 3 pickups/week	676.80	\$ 206.81	\$ 317.60	\$ 524.41
14. 2 Cubic Yard, 4 pickups/week	902.40	\$ 275.74	\$ 421.27	\$ 697.01
15. 2 Cubic Yard, 5 pickups/week	1,128.00	\$ 344.68	\$ 524.94	\$ 869.62
16. 3 Cubic Yard, 1 pickup/week	338.40	\$ 103.40	\$ 148.97	\$ 252.37
17. 3 Cubic Yard, 2 pickups/week	676.80	\$ 206.81	\$ 291.38	\$ 498.19
18. 3 Cubic Yard, 3 pickups/week	1,015.20	\$ 310.21	\$ 433.78	\$ 743.99
19. 3 Cubic Yard, 4 pickups/week	1,353.60	\$ 413.62	\$ 576.19	\$ 989.81
20. 3 Cubic Yard, 5 pickups/week	1,692.00	\$ 517.02	\$ 1,129.11	\$ 1,646.13
21. 4 Cubic Yard, 1 pickup/week	451.20	\$ 137.88	\$ 187.70	\$ 325.58
22. 4 Cubic Yard, 2 pickups/week	902.40	\$ 275.74	\$ 368.84	\$ 644.58
23. 4 Cubic Yard, 3 pickups/week	1,353.60	\$ 413.62	\$ 549.99	\$ 963.61
24. 4 Cubic Yard, 4 pickups/week	1,804.80	\$ 551.49	\$ 731.11	\$ 1,282.60
25. 4 Cubic Yard, 5 pickups/week	2,256.00	\$ 689.37	\$ 912.25	\$ 1,601.62
26. 6 Cubic Yard, 1 pickup/week	676.80	\$ 206.81	\$ 265.17	\$ 471.98
27. 6 Cubic Yard, 2 pickups/week	1,353.60	\$ 413.62	\$ 523.77	\$ 937.39
28. 6 Cubic Yard, 3 pickups/week	2,030.40	\$ 620.42	\$ 782.35	\$ 1,402.77
29. 6 Cubic Yard, 4 pickups/week	2,707.20	\$ 827.23	\$ 1,040.95	\$ 1,868.18
30. 6 Cubic Yard, 5 pickups/week	3,384.00	\$ 1,034.04	\$ 1,299.55	\$ 2,333.59
31. 8 Cubic Yard, 1 pickup/week	902.40	\$ 275.74	\$ 333.89	\$ 609.63
32. 8 Cubic Yard, 2 pickups/week	1,804.80	\$ 551.49	\$ 661.20	\$ 1,212.69
33. 8 Cubic Yard, 3 pickups/week	2,707.20	\$ 827.23	\$ 988.53	\$ 1,815.76
34. 8 Cubic Yard, 4 pickups/week	3,609.60	\$ 1,102.98	\$ 1,315.84	\$ 2,418.82
35. 8 Cubic Yard, 5 pickups/week	4,512.00	\$ 1,378.72	\$ 1,643.16	\$ 3,021.88



## City of Shoreline Fee Schedules

Service Level	Pounds Per Unit	Disposal Fee	Collection Fee	2019 Total Fee
36. Extra loose cubic yard in container, per pickup	-	\$ 7.97	\$ 6.12	\$ 14.09
37. Extra loose cubic yard on ground, per pickup	-	\$ 7.97	\$ 19.26	\$ 27.23
38. Detachable Container Miscellaneous Fees (per occurrence):				
a. Stand-by Time (per minute)				\$ 2.10
b. Container Cleaning (per yard of container size)				\$ 13.14
c. Redelivery of Containers				\$ 26.29
d. Return Trip				\$ 13.14
Service Level (based on pick ups)	Daily Rent	Monthly Rent	Delivery Charge	Haul Charge
<b>G. COMMERCIAL &amp; MULTIFAMILY DROP-BOX COLLECTION</b>				
1. Non-compacted 10 cubic yard Drop-box (6 boxes)	8.26	\$ 82.67	\$ 148.82	\$ 210.12
2. Non-compacted 15 cubic yard Drop-box	8.26	\$ 82.67	\$ 148.82	\$ 210.12
3. Non-compacted 20 cubic yard Drop-box (7 boxes)	8.26	\$ 115.75	\$ 148.82	\$ 255.00
4. Non-compacted 25 cubic yard Drop-box	8.26	\$ 132.28	\$ 148.82	\$ 277.37
5. Non-compacted 30 cubic yard Drop-box (11 boxes)	8.26	\$ 148.82	\$ 148.82	\$ 299.77
6. Non-compacted 40 cubic yard Drop-box (2 boxes)	8.26	\$ 165.35	\$ 148.82	\$ 344.58
7. Compacted 10 cubic yard Drop-box (2 boxes)			\$ 165.35	\$ 265.63
8. Compacted 20 cubic yard Drop-box (3 boxes)			\$ 165.35	\$ 288.03
9. Compacted 25 cubic yard Drop-box (2 boxes)			\$ 165.35	\$ 310.42
10. Compacted 30 cubic yard Drop-box (4 boxes)			\$ 165.35	\$ 332.85
11. Compacted 40 cubic yard Drop-box (1 box)			\$ 165.35	\$ 377.65
12. Drop-box Miscellaneous Fees				<b>Per Event</b>
a. Return Trip				\$ 32.85
b. Stand-by Time (per minute)				\$ 2.10
c. Container cleaning (per yard of container size)				\$ 13.14
d. Drop-box directed to other facility (per one-way mile)				\$ 3.94
Service Level	Pounds Per Unit	Disposal Fee	Collection Fee	Haul Charge
<b>H. TEMPORARY COLLECTION HAULING</b>				
1. 2 Yard detachable Container	270.00	\$ 19.06	\$ 136.46	\$ 155.52
2. 4 Yard detachable container	540.00	\$ 38.11	\$ 138.84	\$ 176.95
3. 6 Yard detachable container	810.00	\$ 57.17	\$ 141.24	\$ 198.41
4. 8 Yard detachable container	1,080.00	\$ 76.21	\$ 143.62	\$ 219.83
5. Non-compacted 10 cubic yard Drop-box				\$ 193.65
6. Non-compacted 20 cubic yard Drop-box				\$ 223.44
7. Non-compacted 30 cubic yard Drop-box				\$ 253.24
8. Non-compacted 40 cubic yard Drop-box				\$ 268.13
Service Level		Delivery Fee	Daily Rental	Monthly Rental
<b>I. TEMPORARY COLLECTION CONTAINER RENTAL AND DELIVERY</b>				
1. 2 Yard detachable container		\$ 85.61	\$ 4.89	\$ 58.70
2. 4 Yard detachable container		\$ 85.61	\$ 4.89	\$ 58.70
3. 6 Yard detachable container		\$ 85.61	\$ 4.89	\$ 58.70

## City of Shoreline Fee Schedules

4. 8 Yard detachable container	\$ 85.61	\$ 4.89	\$ 58.70
Service Level	Delivery Fee	Daily Rental	Monthly Rental
5. Non-compacted 10 cubic yard Drop-box	\$ 110.08	\$ 7.34	\$ 88.06
6. Non-compacted 20 cubic yard Drop-box	\$ 110.08	\$ 7.34	\$ 88.06
7. Non-compacted 30 cubic yard Drop-box	\$ 110.08	\$ 7.34	\$ 88.06
8. Non-compacted 40 cubic yard Drop-box	\$ 110.08	\$ 7.34	\$ 88.06
<b>J. EVENT SERVICES</b>			<b>Per Day</b>
1. Delivery, provision, collection of a set of 3 carts (G, R &C)			\$ 32.85
<b>K. HOURLY RATES</b>			<b>Per Hour</b>
1. Rear/Side-load packer + driver			\$ 164.27
2. Front-load packer + driver			\$ 164.27
3. Drop-box Truck + driver			\$ 164.27
4. Additional Labor (per person)			\$ 88.73

[Ord. 806 § 3 (Exh. A), 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 622 § 3 (Exh. A), 2011; Ord. 585 § 3(b) (Exh. B), 2010; Ord. 563 § 4 (Exh. B), 2009]

## City of Shoreline Fee Schedules

### 3.01.800 Fee Waiver

The city manager or designee is authorized to waive the following fees as a city contribution toward events which serve the community and are consistent with adopted city programs:

- A. Right-of-way permits (SMC 3.01.010).
- B. Facility use and meeting room fees (SMC 3.01.300).
- C. Concessionaire permits (SMC 3.01.300).
- D. The city manager is authorized to designate collection points in the City Hall lobby, Shoreline Pool, or Spartan Recreation Center for any charitable organization without charge to be used for the donation of food or goods that will benefit Shoreline residents in need.

[Ord. 806 § 3 (Exh. A), 2017; Ord. 779 § 1, 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 704 § 1, 2015; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3 (Exh. A), 2012; Ord. 602 § 2, 2011; Ord. 570 § 2, 2010; Ord. 243 § 1, 2000]

### 3.01.810 Collection Fees (Financial)

2019 Fee Schedule	
The maker of any check that is returned to the city due to insufficient funds or a closed account shall be assessed a collection fee	\$32.75

[Ord. 806 § 3 (Exh. A), 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 704 § 1, 2015; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3 (Exh. A), 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 585 § 3(b) (Exh. B), 2010; Ord. 528 § 3 (Exh. A), 2008; Ord. 486 § 3, 2007; Ord. 451 §§ 5, 14, 2006; Ord. 315, 2002; Ord. 294 § 1, 2001; Ord. 285 § 1, 2001. Formerly 3.01.040.]

### 3.01.820 Annual Adjustments

Increases of the fees contained in the fee schedules in this chapter shall be calculated on an annual basis by January 1st of each year by the average for the period that includes the last six months of the previous budget year and the first six months of the current budget year of the ~~Seattle-Tacoma-Bremerton~~ **Bellevue** Consumer Price Index for all urban consumers (CPI-U), unless the Shoreline Municipal Code calls for the use of another index / other indices, the fee is set by another agency, or specific circumstances apply to the calculation of the fee. The appropriate adjustment shall be calculated each year and included in the city manager's proposed budget. The city manager may choose to not include the calculated adjustments in the city manager's proposed budget and the city council may choose to not include the calculated adjustments in the adopted budget for select user fees in any individual budget year without impacting the full force of this section for subsequent budget years. The annual adjustments to the fees in this chapter shall be rounded as appropriate to ensure efficient administration of fee collection.

[Ord. 806 § 3 (Exh. A), 2017; Ord. 779 § 1, 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 704 § 1, 2015; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3 (Exh. A), 2012; Ord. 451 § 15, 2006]

**City of Shoreline 2019 - 2024 Capital Improvement Plan  
PROGRAM SUMMARY**

	<b>Proposed 2019</b>	<b>Proposed 2020</b>	<b>Proposed 2021</b>	<b>Proposed 2022</b>	<b>Proposed 2023</b>	<b>Proposed 2024</b>	<b>Total 2019-2024</b>
<b>EXPENDITURES</b>							
<b>Fund</b>							
<i>Project Category</i>							
<b>General Capital</b>							
<i>Parks Maintenance Projects</i>							
Boeing Creek-Shoreview Park Trail R&R	\$250,000	\$1,642,000	\$0	\$0	\$0	\$0	\$1,892,000
Kruckeberg Env Ed Center (Residence Stabilization)	0	265,000	0	0	0	0	\$265,000
Park Ecological Restoration Program	80,000	0	0	0	0	0	\$80,000
Parks Repair And Replacement	250,528	263,054	265,816	275,000	275,000	275,000	\$1,604,398
Playground Replacement	500,000	500,000	0	0	0	0	\$1,000,000
RB Saltwater Park Fire Suppression Line	0	0	0	0	0	25,000	\$25,000
Turf & Lighting Repair And Replacement	60,135	0	0	25,000	1,100,000	0	\$1,185,135
<i>Facilities Projects</i>							
City Maintenance Facility	321,668	33,292	0	0	0	0	\$354,960
<i>Parks Development Projects</i>							
Community & Aquatics Center	730,200	730,200	30,730,200	20,930,200	730,200	730,200	\$54,581,200
Outdoor Multi-Use Sport Court	0	75,000	0	0	0	0	\$75,000
Parks Facilities Recreation Amenities Plan	185,000	0	0	0	0	0	\$185,000
<i>Non-Project Specific</i>							
General Capital Engineering	81,356	95,172	85,000	85,000	85,000	85,000	\$516,528
Cost Allocation Charges	38,654	22,870	30,000	30,000	30,000	30,000	\$181,524
City Hall Debt Service Payment	677,546	663,250	683,250	663,782	683,782	664,770	\$4,036,380
<b>General Capital Fund Total</b>	<b>\$3,175,087</b>	<b>\$4,289,838</b>	<b>\$31,794,266</b>	<b>\$22,008,982</b>	<b>\$2,903,982</b>	<b>\$1,809,970</b>	<b>\$65,982,125</b>
<b>City Facilities - Major Maintenance</b>							
<i>General Facilities Projects</i>							
City Hall Long-Term Maintenance	\$77,904	\$44,182	\$108,400	\$40,000	\$100,000	\$100,000	\$470,486
City Hall Parking Garage Long-Term Maintenance	0	0	0	24,192	0	0	\$24,192
Duct Cleaning	4,000	13,350	10,000	13,350	10,000	0	\$50,700
<i>Parks Facilities Projects</i>							
Parks Restrooms Long-Term Maintenance	30,000	0	0	0	0	0	\$30,000
Shoreline Pool Long-Term Maintenance	20,000	20,000	20,000	20,000	20,000	20,000	\$120,000
Richmond Highlands Community Center Long-Term Maintenance	35,000	40,000	0	0	0	0	\$75,000
Spartan Recreation Center	0	4,500	0	0	0	0	\$4,500
<b>City Facilities - Major Maintenance Fund Total</b>	<b>\$166,904</b>	<b>\$122,032</b>	<b>\$138,400</b>	<b>\$97,542</b>	<b>\$130,000</b>	<b>\$120,000</b>	<b>\$774,878</b>



**City of Shoreline 2019 - 2024 Capital Improvement Plan  
PROGRAM SUMMARY**

	Proposed 2019	Proposed 2020	Proposed 2021	Proposed 2022	Proposed 2023	Proposed 2024	Total 2019-2024
<b>EXPENDITURES</b>							
<b>Fund</b>							
<i>Project Category</i>							
<b>Roads Capital Fund</b>							
<i>Pedestrian / Non-Motorized Projects</i>							
Sidewalk Rehabilitation Program	\$775,017	\$982,517	\$906,000	\$906,000	\$830,000	\$830,000	\$5,229,534
147th/148th Non-Motorized Bridge	449,945	0	0	0	0	0	\$449,945
1st Ave NE (N 145th to N 155th)	400,000	2,140,000	0	0	0	0	\$2,540,000
5th Ave NE (N 175th to N 182nd)	0	400,000	2,600,000	0	0	0	\$3,000,000
WTSC School Zone Flashers	117,488	0	0	0	0	0	\$117,488
Complete Streets- Ped/Bike Gaps	5,000	0	0	0	0	0	\$5,000
Trail Along The Rail	304,003	0	0	0	0	0	\$304,003
<i>System Preservation Projects</i>							
Annual Road Surface Maintenance Program	2,690,000	1,710,000	1,506,000	1,849,000	900,000	1,200,000	\$9,855,000
Traffic Signal Rehabilitation Program	187,628	134,010	140,710	147,746	152,178	156,743	\$919,015
<i>Safety / Operations Projects</i>							
145th Corridor - 99th To I5	1,200,000	500,000	5,500,000	6,495,953	9,000,000	10,080,000	\$32,775,953
145th and I5 Interchange	2,800,000	2,200,000	8,000,000	9,999,999	2,200,000	0	\$25,199,999
160th and Greenwood/Innis Arden Intersection	80,000	0	0	0	0	0	\$80,000
185th Corridor Study	375,691	15,000	0	0	0	0	\$390,691
N 175th St - Stone Ave N to I5	1,200,000	2,400,000	450,000	0	0	0	\$4,050,000
Meridian Ave N & N 155th St Signal Improv	481,085	0	0	0	0	0	\$481,085
Traffic Safety Improvements	163,814	167,005	175,355	184,123	193,329	199,129	\$1,082,755
Westminster And 155th Improvements	200,000	5,040,000	0	0	0	0	\$5,240,000
<i>Non-Project Specific</i>							
General Fund Cost Allocation Overhead Charge	192,330	97,650	50,000	50,000	50,000	50,000	\$489,980
Transportation Master Plan Update	130,774	343,600	0	0	0	0	\$474,374
Roads Capital Engineering	409,035	461,992	341,775	358,864	376,807	395,647	\$2,344,120
<b>Roads Capital Fund Total</b>	<b>\$12,161,810</b>	<b>\$16,591,774</b>	<b>\$19,669,840</b>	<b>\$19,991,685</b>	<b>\$13,702,314</b>	<b>\$12,911,519</b>	<b>\$95,028,942</b>

**City of Shoreline 2019 - 2024 Capital Improvement Plan  
PROGRAM SUMMARY**

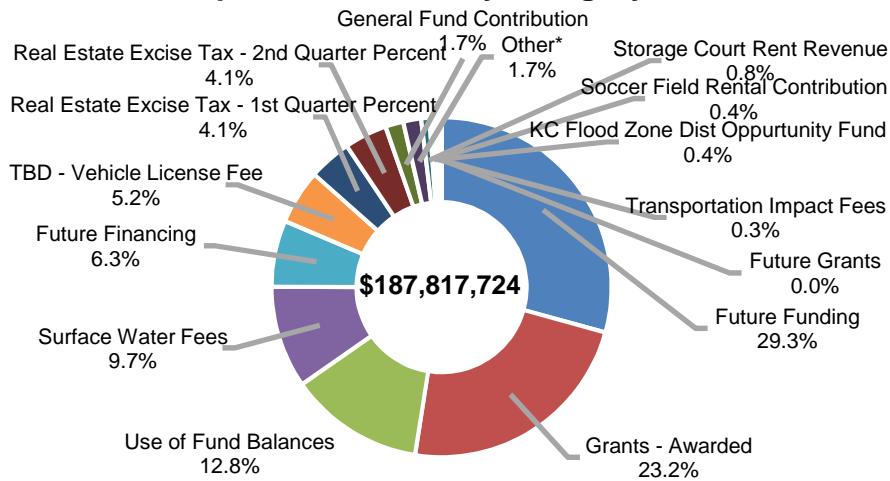
	Proposed 2019	Proposed 2020	Proposed 2021	Proposed 2022	Proposed 2023	Proposed 2024	Total 2019-2024
<b>EXPENDITURES</b>							
<b>Fund</b>							
<i>Project Category</i>							
<b>Surface Water Capital</b>							
<i>Capacity</i>							
6th Ave NE and NE 200th St Flood Reduction Project	\$0	\$0	\$24,761	\$0	\$0	\$0	\$24,761
10th Ave NE Drainage Improvements	281,377	258,518	0	0	1,570,179	0	\$2,110,074
18th Avenue NW and NW 204th Drainage System Connection	0	0	16,883	0	0	0	\$16,883
25th Ave NE Ditch Improv Between NE 177th and 178th Street	0	0	158,697	0	0	0	\$158,697
25th Ave. NE Flood Reduction Improvements	502,367	54,636	56,275	348,328	2,089,592	0	\$3,051,198
Heron Creek Culvert Crossing at Springdale Ct NW	0	0	0	130,998	134,928	773,591	\$1,039,517
Lack of System and Ponding on 20th Avenue NW	0	0	91,166	0	0	0	\$91,166
NE 148th Infiltration Facilities	34,914	411,070	11,593	11,593	0	0	\$469,170
NW 195th Place and Richmond Beach Drive Flooding	0	0	0	432,989	445,978	0	\$878,967
NW 197th Pl and 15th Ave NW Flooding	0	0	7,879	0	0	0	\$7,879
Springdale Ct. NW & Ridgefield Rd Drainage Improv	0	0	0	315,902	325,379	930,399	\$1,571,680
Stabilize NW 16th Place Storm Drainage in Reserve M	0	0	0	0	33,433	0	\$33,433
<i>Repair and Replacement</i>							
Hidden Lake Dam Removal	315,040	1,396,989	22,510	23,185	23,881	1,817,000	\$3,598,605
NE 177th Street Drainage Improvements	0	0	10,130	0	0	175,872	\$186,002
NW 196th Pl & 21st Ave. NW Infrastructure Improvements	0	0	93,417	0	0	0	\$93,417
Pump Station 26 Improvements	176,693	109,273	0	0	0	0	\$285,965
Pump Station 30 Upgrades	42,700	0	0	0	0	0	\$42,700
Pump Station Miscellaneous Improvements	169,820	587,887	0	0	0	0	\$757,707
Stormwater Pipe Replacement Program	477,409	327,821	1,272,272	463,750	1,743,157	463,750	\$4,748,159
Surface Water Small Projects	318,270	327,818	562,754	579,637	597,026	597,026	\$2,982,531
<i>Other</i>							
12th Ave NE Infiltration Pond Retrofits	0	0	42,769	0	0	0	\$42,769
Boeing Creek Restoration Project	0	0	56,275	0	0	0	\$56,275
Climate Impacts and Resiliency Study	84,872	0	0	0	0	0	\$84,872
Surface Water Master Plan	0	0	0	289,819	298,513	0	\$588,332
System Capacity Modeling Study	318,270	0	0	0	0	0	\$318,270
<i>Non-Project Specific</i>							
General Fund Cost Allocation Overhead Charge	221,814	233,625	225,056	231,807	238,762	245,925	\$1,396,989
Surface Water Capital Engineering	222,895	198,722	226,013	237,314	249,179	261,638	\$1,395,761
<b>Surface Water Capital Fund Total</b>	<b>\$3,166,441</b>	<b>\$3,906,359</b>	<b>\$2,878,450</b>	<b>\$3,065,322</b>	<b>\$7,750,007</b>	<b>\$5,265,201</b>	<b>\$26,031,779</b>
<b>TOTAL EXPENDITURES</b>	<b>\$18,670,242</b>	<b>\$24,910,003</b>	<b>\$54,480,956</b>	<b>\$45,163,531</b>	<b>\$24,486,303</b>	<b>\$20,106,690</b>	<b>\$187,817,724</b>



**City of Shoreline 2019 - 2024 Capital Improvement Plan  
PROGRAM SUMMARY**

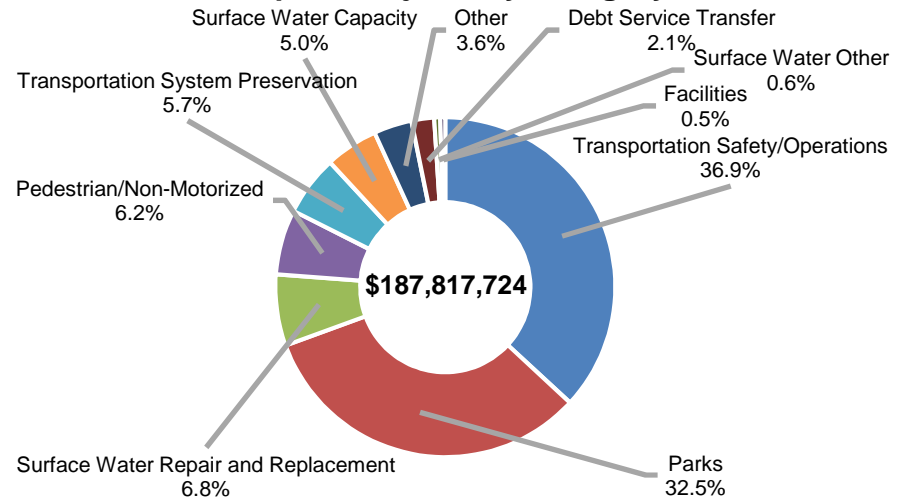
	Proposed 2019	Proposed 2020	Proposed 2021	Proposed 2022	Proposed 2023	Proposed 2024	Total 2019-2024
<b>RESOURCES</b>							
General Fund Contribution	\$1,457,866	\$539,200	\$347,683	\$347,683	\$271,683	\$271,683	\$3,235,798
Transportation Benefit District	1,452,500	1,660,000	1,660,000	1,660,000	1,660,000	1,660,000	\$9,752,500
Transportation Impact Fees	162,000	324,000	60,750	0	0	0	\$546,750
Park Impact Fees	125,000	50,000	0	0	0	0	\$175,000
Real Estate Excise Tax - 1st Quarter Percent	1,164,953	1,168,119	1,222,681	1,276,164	1,351,129	1,432,939	\$7,615,984
Real Estate Excise Tax - 2nd Quarter Percent	1,164,953	1,168,119	1,222,681	1,276,164	1,351,129	1,432,939	\$7,615,984
Soccer Field Rental Contribution	130,000	130,000	130,000	130,000	130,000	130,000	\$780,000
Storage Court Rent Revenue	730,200	730,200	0	0	0	0	\$1,460,400
Surface Water Fees	1,786,057	2,309,461	3,104,137	3,386,970	3,681,644	3,994,965	\$18,263,234
Investment Interest Income	60,960	125,976	101,692	320,810	287,598	153,472	\$1,050,508
King County Flood Zone District Opportunity Fund	110,898	110,898	110,898	110,898	110,898	110,898	\$665,388
Grants - Awarded	6,710,937	6,987,125	12,989,250	13,499,999	2,560,000	700,000	\$43,447,311
Future Financing	0	0	11,850,000	0	0	0	\$11,850,000
Future Funding	0	1,907,000	30,730,200	20,930,200	730,200	730,200	\$55,027,800
King County Voter Approved Trail Funding	120,000	0	0	0	0	0	\$120,000
Private Donations	0	2,120,000	0	0	0	0	\$2,120,000
Use / (Gain) of Accumulated Fund Balance	3,493,917	5,579,905	(9,049,015)	2,224,644	12,352,022	9,489,594	\$24,091,067
<b>TOTAL RESOURCES</b>	<b>\$18,670,242</b>	<b>\$24,910,003</b>	<b>\$54,480,956</b>	<b>\$45,163,531</b>	<b>\$24,486,303</b>	<b>\$20,106,690</b>	<b>\$187,817,724</b>

**Capital Resources by Category**



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

**Capital Projects by Category**



**City of Shoreline**  
**Range Placement Table**

**2.5% Between Ranges; 4% Between Steps**

June '17 cpi-U 263.756  
 June '18 cpi-U 272.395  
 % Change 3.28%  
 90% of % Change: 2.95%

Mkt Adj: **2.95%**  
 Effective: January 1, 2019

The hourly rates represented here have been rounded to 2 decimal points and annual rates to the nearest dollar. Pay is calculated using 5 decimal points for accuracy and rounded after calculation.

Range	Title	FLSA Status	Training Step 0	Min					Max
				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
1			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage
2			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage
3			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	13.50 28,078
4			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	13.84 28,780
5			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	13.11 27,274	13.64 28,365	14.18 29,500
6			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	13.44 27,956	13.98 29,074	14.54 30,237
7			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	13.25 27,553	13.78 28,655	14.33 29,801	14.90 30,993
8			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	13.06 27,155	13.58 28,241	14.12 29,371	14.69 30,546	15.27 31,768
9			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	13.38 27,834	13.92 28,948	14.47 30,105	15.05 31,310	15.65 32,562
10			n/a due to changes in WA State Min Wage	13.19 27,433	13.72 28,530	14.26 29,671	14.84 30,858	15.43 32,092	16.05 33,376



**City of Shoreline**  
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				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
11			n/a due to changes in WA State Min Wage	13.52 28,118	14.06 29,243	14.62 30,413	15.21 31,629	15.81 32,895	16.45 34,210
12			13.30 27,669	13.86 28,821	14.41 29,974	14.99 31,173	15.59 32,420	16.21 33,717	16.86 35,066
13			13.63 28,360	14.20 29,542	14.77 30,724	15.36 31,953	15.98 33,231	16.62 34,560	17.28 35,942
14			13.98 29,069	14.56 30,281	15.14 31,492	15.75 32,751	16.38 34,061	17.03 35,424	17.71 36,841
15			14.33 29,796	14.92 31,038	15.52 32,279	16.14 33,570	16.79 34,913	17.46 36,310	18.15 37,762
16			14.68 30,541	15.29 31,813	15.91 33,086	16.54 34,409	17.20 35,786	17.89 37,217	18.61 38,706
17			15.05 31,304	15.68 32,609	16.30 33,913	16.96 35,270	17.63 36,681	18.34 38,148	19.07 39,674
18			15.43 32,087	16.07 33,424	16.71 34,761	17.38 36,151	18.08 37,598	18.80 39,101	19.55 40,665
19			15.81 32,889	16.47 34,260	17.13 35,630	17.82 37,055	18.53 38,537	19.27 40,079	20.04 41,682
20			16.21 33,711	16.88 35,116	17.56 36,521	18.26 37,982	18.99 39,501	19.75 41,081	20.54 42,724

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				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
21			16.61 34,554	17.30 35,994	18.00 37,434	18.72 38,931	19.47 40,488	20.24 42,108	21.05 43,792
22			17.03 35,418	17.74 36,894	18.45 38,370	19.18 39,904	19.95 41,501	20.75 43,161	21.58 44,887
23			17.45 36,304	18.18 37,816	18.91 39,329	19.66 40,902	20.45 42,538	21.27 44,240	22.12 46,009
24			17.89 37,211	18.64 38,762	19.38 40,312	20.16 41,925	20.96 43,602	21.80 45,346	22.67 47,160
25			18.34 38,141	19.10 39,731	19.87 41,320	20.66 42,973	21.49 44,692	22.35 46,479	23.24 48,339
26			18.80 39,095	19.58 40,724	20.36 42,353	21.18 44,047	22.02 45,809	22.90 47,641	23.82 49,547
27			19.27 40,072	20.07 41,742	20.87 43,412	21.71 45,148	22.57 46,954	23.48 48,832	24.42 50,786
28			19.75 41,074	20.57 42,786	21.39 44,497	22.25 46,277	23.14 48,128	24.06 50,053	25.03 52,055
29			20.24 42,101	21.08 43,855	21.93 45,609	22.80 47,434	23.72 49,331	24.67 51,304	25.65 53,357
30			20.75 43,154	21.61 44,952	22.48 46,750	23.37 48,620	24.31 50,564	25.28 52,587	26.29 54,691

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Range	Title	FLSA Status	Training Step 0	Min					Max
				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
31	Senior Lifeguard	Non-Exempt, Hourly	21.27 44,232	22.15 46,075	23.04 47,918	23.96 49,835	24.92 51,829	25.91 53,902	26.95 56,058
32			21.80 45,338	22.71 47,227	23.61 49,116	24.56 51,081	25.54 53,124	26.56 55,249	27.62 57,459
33			22.34 46,472	23.27 48,408	24.20 50,344	25.17 52,358	26.18 54,452	27.23 56,631	28.32 58,896
34	Administrative Assistant I <u>Grounds Maintenance Worker I</u> Public Disclosure Specialist <u>Senior Lifeguard</u> WW Utility Administrative Assist I WW Utility Customer Service Rep	Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly <u>Non-Exempt, Hourly</u> Non-Exempt, Hourly Non-Exempt, Hourly	22.90 47,633	23.85 49,618	24.81 51,603	25.80 53,667	26.83 55,814	27.91 58,046	29.02 60,368
35			23.47 48,824	24.45 50,859	25.43 52,893	26.45 55,009	27.50 57,209	28.60 59,497	29.75 61,877
36	Parks Maintenance Worker I PW Maintenance Worker I	Non-Exempt, Hourly Non-Exempt, Hourly	24.06 50,045	25.06 52,130	26.07 54,215	27.11 56,384	28.19 58,639	29.32 60,985	30.49 63,424
37	Finance Technician Recreation Specialist I WW Utility Accounting Technician	Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly	24.66 51,296	25.69 53,433	26.72 55,571	27.79 57,794	28.90 60,105	30.05 62,510	31.25 65,010
38	Administrative Assistant II Facilities Maintenance Worker I <u>Grounds Maintenance Worker II</u>	Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly	25.28 52,578	26.33 54,769	27.38 56,960	28.48 59,238	29.62 61,608	30.80 64,072	32.04 66,635

**City of Shoreline**  
**Range Placement Table**  
**2.5% Between Ranges; 4% Between Steps**

June '17 cpi-U 263.756  
June '18 cpi-U 272.395  
% Change 3.28%  
90% of % Change: 2.95%

Mkt Adj: 2.95%  
Effective: January 1, 2019

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Range	Title	FLSA Status	Training Step 0	Min					Max
				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
39		Non-Exempt, Hourly Non-Exempt, Hourly	25.91 53,893	26.99 56,138	28.07 58,384	29.19 60,719	30.36 63,148	31.57 65,674	32.84 68,301
40	Parks Maintenance Worker II Permit Technician PW Maintenance Worker II WW Utility Maintenance Worker	Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly	26.56 55,240	27.66 57,542	28.77 59,844	29.92 62,237	31.12 64,727	32.36 67,316	33.66 70,009
41	Recreation Specialist II Senior Finance Technician Special Events Coordinator Public Art Coordinator	Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly	27.22 56,621	28.36 58,980	29.49 61,340	30.67 63,793	31.90 66,345	33.17 68,999	34.50 71,759
42	Administrative Assistant III Communication Specialist Environmental Program Specialist Facilities Maintenance Worker II Human Resources Technician Legal Assistant Records Coordinator Transportation Specialist	Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly	27.90 58,037	29.06 60,455	30.23 62,873	31.44 65,388	32.69 68,004	34.00 70,724	35.36 73,553
43	Payroll Officer Purchasing Coordinator	Non-Exempt, Hourly Non-Exempt, Hourly	28.60 59,488	29.79 61,966	30.98 64,445	32.22 67,023	33.51 69,704	34.85 72,492	36.25 75,392
44	Assistant Planner Engineering Technician <u>Senior Grounds Maintenance Worker</u>	EXEMPT, Annual Non-Exempt, Hourly Non-Exempt, Hourly	29.31 60,975	30.54 63,516	31.76 66,056	33.03 68,698	34.35 71,446	35.72 74,304	37.15 77,276

**City of Shoreline**  
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Range	Title	FLSA Status	Training Step 0	Min					Max
				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
45	CRT Representative	Non-Exempt, Hourly	30.05	31.30	32.55	33.85	35.21	36.62	38.08
	PRCS Rental & System Coordinator	Non-Exempt, Hourly	62,499	65,103	67,708	70,416	73,232	76,162	79,208
	Recreation Specialist III - Aquatics	Non-Exempt, Hourly							
46	Deputy City Clerk	Non-Exempt, Hourly	30.80	32.08	33.37	34.70	36.09	37.53	39.03
	GIS Technician	Non-Exempt, Hourly	64,062	66,731	69,400	72,176	75,063	78,066	81,188
	IT Specialist	Non-Exempt, Hourly							
	Plans Examiner I	Non-Exempt, Hourly							
	Senior Facilities Maintenance Worker	Non-Exempt, Hourly							
	Senior PW Maintenance Worker	Non-Exempt, Hourly							
	Senior Parks Maintenance Worker-General Mntenance	Non-Exempt, Hourly							
	Senior Parks Maintenance Worker-Urban Forestry	Non-Exempt, Hourly							
	Staff Accountant	EXEMPT, Annual							
	Surface Water Quality Specialist	Non-Exempt, Hourly							
	Senior WW Utility Maintenance Worker	Non-Exempt, Hourly							
47	Code Enforcement Officer	Non-Exempt, Hourly	31.57	32.88	34.20	35.57	36.99	38.47	40.01
	Construction Inspector	Non-Exempt, Hourly	65,663	68,399	71,135	73,981	76,940	80,017	83,218
	Executive Assistant to City Manager	EXEMPT, Annual							
48	Associate Planner	EXEMPT, Annual	32.36	33.71	35.05	36.46	37.92	39.43	41.01
			67,305	70,109	72,914	75,830	78,863	82,018	85,299
49	Asset Management IT Functional Analyst	EXEMPT, Annual	33.17	34.55	35.93	37.37	38.86	40.42	42.03
	PRCS Supervisor I - Recreation	EXEMPT, Annual	68,987	71,862	74,736	77,726	80,835	84,068	87,431
	Grounds Maintenance Supervisor	EXEMPT, Annual							

**City of Shoreline**  
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Range	Title	FLSA Status	Training Step 0	Min					Max
				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
50	B&O Tax Analyst	EXEMPT, Annual	34.00	35.41	36.83	38.30	39.83	41.43	43.09
	Budget Analyst	EXEMPT, Annual	70,712	73,659	76,605	79,669	82,856	86,170	89,617
	Combination Inspector	Non-Exempt, Hourly							
	Community Diversity Coordinator	EXEMPT, Annual							
	Community Diversity Coordinator	Non-Exempt, Hourly							
	Emergency Management Coordinator	EXEMPT, Annual							
	Environmental Services Analyst	EXEMPT, Annual							
	Management Analyst	EXEMPT, Annual							
	Neighborhoods Coordinator	EXEMPT, Annual							
	Plans Examiner II	Non-Exempt, Hourly							
	Utility Operations Specialist	Non-Exempt, Hourly							
	WW Utility Specialist	Non-Exempt, Hourly							
51			34.85	36.30	37.75	39.26	40.83	42.46	44.16
			72,480	75,500	78,520	81,661	84,927	88,324	91,857
52	Senior Human Resources Analyst	EXEMPT, Annual	35.72	37.21	38.69	40.24	41.85	43.53	45.27
	Web Developer	EXEMPT, Annual	74,292	77,388	80,483	83,702	87,050	90,532	94,154
53	Communications Program Manager	EXEMPT, Annual	36.61	38.14	39.66	41.25	42.90	44.61	46.40
	CRT Supervisor	EXEMPT, Annual	76,149	79,322	82,495	85,795	89,227	92,796	96,508
	PRCS Supervisor II - Aquatics	EXEMPT, Annual							
	PRCS Supervisor II - Recreation	EXEMPT, Annual							
54	CMO Management Analyst	EXEMPT, Annual	37.53	39.09	40.65	42.28	43.97	45.73	47.56
	Grants Administrator	EXEMPT, Annual	78,053	81,305	84,557	87,940	91,457	95,116	98,920
	<u>Code Enforcement and CRT Supervisor</u>	EXEMPT, Annual							
	Plans Examiner III	Non-Exempt, Hourly							
	PW Maintenance Superintendent	EXEMPT, Annual							
	Senior Planner	EXEMPT, Annual							
	Senior Management Analyst	EXEMPT, Annual							

**City of Shoreline**  
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Range	Title	FLSA Status	Training Step 0	Min					Max
				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
55	Engineer I - Capital Projects	EXEMPT, Annual	38.46	40.07	41.67	43.34	45.07	46.87	48.75
	Engineer I - Development Review	EXEMPT, Annual	80,004	83,338	86,671	90,138	93,744	97,494	101,393
	Engineer I - Surface Water	EXEMPT, Annual							
	Engineer I - Traffic	EXEMPT, Annual							
56	Budget Supervisor	EXEMPT, Annual	39.43	41.07	42.71	44.42	46.20	48.04	49.97
	City Clerk	EXEMPT, Annual	82,004	85,421	88,838	92,392	96,087	99,931	103,928
	Parks Superintendent	EXEMPT, Annual							
57	Network Administrator	EXEMPT, Annual	40.41	42.09	43.78	45.53	47.35	49.24	51.21
	IT Projects Manager	EXEMPT, Annual	84,055	87,557	91,059	94,702	98,490	102,429	106,526
		EXEMPT, Annual							
58			41.42	43.15	44.87	46.67	48.53	50.48	52.49
			86,156	89,746	93,336	97,069	100,952	104,990	109,190
59	<u>Budget and Tax Manager</u>	EXEMPT, Annual	42.46	44.23	45.99	47.83	49.75	51.74	53.81
	Engineer II - Capital Projects	EXEMPT, Annual	88,310	91,989	95,669	99,496	103,476	107,615	111,919
	Engineer II - Development Review	EXEMPT, Annual							
	Engineer II - Surface Water	EXEMPT, Annual							
	Engineer II - Traffic	EXEMPT, Annual							
	IT Systems Analyst	EXEMPT, Annual							
	Structural Plans Examiner	EXEMPT, Annual							
	Limited Term Sound Transit Project Manager	EXEMPT, Annual							
	Wastewater Manager								
60	Community Services Manager	EXEMPT, Annual	43.52	45.33	47.14	49.03	50.99	53.03	55.15
	Permit Services Manager	EXEMPT, Annual	90,518	94,289	98,061	101,983	106,063	110,305	114,717
	Recreation Superintendent	EXEMPT, Annual							
	<del>Fleet and Facilities Manager</del>	EXEMPT, Annual							

**City of Shoreline**  
**Range Placement Table**

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Range	Title	FLSA Status	Training Step 0	Min					Max
				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
61			44.61 92,781	46.46 96,646	48.32 100,512	50.26 104,533	52.27 108,714	54.36 113,063	56.53 117,585
62	<u>Fleet and Facilities Manager</u>	EXEMPT, Annual	45.72 95,100	47.63 99,063	49.53 103,025	51.51 107,146	53.57 111,432	55.72 115,889	57.94 120,525
63	Building Official City Traffic Engineer Economic Development Program Manager Intergovernmental / CMO Program Manager Planning Manager SW Utility & Environmental Svcs Manager	EXEMPT, Annual EXEMPT, Annual EXEMPT, Annual EXEMPT, Annual EXEMPT, Annual EXEMPT, Annual	46.86 97,478	48.82 101,539	50.77 105,601	52.80 109,825	54.91 114,218	57.11 118,787	59.39 123,538
64	Finance Manager	EXEMPT, Annual	48.04 99,915	50.04 104,078	52.04 108,241	54.12 112,570	56.29 117,073	58.54 121,756	60.88 126,626
65	Assistant City Attorney Development Review and Construction Manager Engineering Manager Transportation Services Manager	EXEMPT, Annual EXEMPT, Annual EXEMPT, Annual EXEMPT, Annual	49.24 102,412	51.29 106,680	53.34 110,947	55.47 115,385	57.69 120,000	60.00 124,800	62.40 129,792
66	<u>Information Technology Manager</u>	EXEMPT, Annual	50.47 104,973	52.57 109,347	54.67 113,720	56.86 118,269	59.13 123,000	61.50 127,920	63.96 133,037
67	<u>Information Technology Manager</u> Utility & Operations Manager	EXEMPT, Annual EXEMPT, Annual	51.73 107,597	53.88 112,080	56.04 116,563	58.28 121,226	60.61 126,075	63.04 131,118	65.56 136,363
68			53.02 110,287	55.23 114,882	57.44 119,478	59.74 124,257	62.13 129,227	64.61 134,396	67.20 139,772
69	City Engineer	EXEMPT, Annual	54.35 113,044	56.61 117,754	58.88 122,464	61.23 127,363	63.68 132,458	66.23 137,756	68.88 143,266
70			55.71 115,870	58.03 120,698	60.35 125,526	62.76 130,547	65.27 135,769	67.88 141,200	70.60 146,848



**City of Shoreline**  
**Range Placement Table**

**2.5% Between Ranges; 4% Between Steps**

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Range	Title	FLSA Status	Training Step 0	Min					Max
				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
71			57.10 118,767	59.48 123,716	61.86 128,664	64.33 133,811	66.91 139,163	69.58 144,730	72.36 150,519
72			58.53 121,736	60.97 126,809	63.40 131,881	65.94 137,156	68.58 142,642	71.32 148,348	74.17 154,282
73	Human Resource Director	EXEMPT, Annual	59.99 124,780	62.49 129,979	64.99 135,178	67.59 140,585	70.29 146,208	73.10 152,057	76.03 158,139
74				64.05 133,228	66.61 138,557	69.28 144,100	72.05 149,864	74.93 155,858	77.93 162,093
75	Administrative Services Director Parks, Rec & Cultural Svcs Director Planning & Community Development Director Public Works Director	EXEMPT, Annual EXEMPT, Annual EXEMPT, Annual EXEMPT, Annual	63.03 131,097	65.65 136,559	68.28 142,021	71.01 147,702	73.85 153,610	76.81 159,755	79.88 166,145
76	City Attorney Assistant City Manager Public Works Director	EXEMPT, Annual EXEMPT, Annual EXEMPT, Annual	64.60 134,374	67.29 139,973	69.99 145,572	72.79 151,395	75.70 157,450	78.73 163,749	81.87 170,298
77	Assistant City Manager	EXEMPT, Annual EXEMPT, Annual	66.22 137,733	68.98 143,472	71.74 149,211	74.61 155,180	77.59 161,387	80.69 167,842	83.92 174,556

**City of Shoreline**  
**Extra Help Range Placement Table**  
**2019**

COLA: 2.95%  
 Effective: January 1, 2019

Range	Title	FLSA Status	Pay Band	
			Minimum	Maximum
1	Day Camp Leader Special Events Attendant Youth Outreach Leader	Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly	\$13.38	\$14.45
2	Building Monitor Indoor Playground Attendant Sr. Day Camp Leader Swim Instructor	Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly	\$13.61	\$14.76
3	Special Events Assistant Special Events Monitor	Non-Exempt, Hourly Non-Exempt, Hourly	\$13.84	\$15.07
4	Records Clerk	Non-Exempt, Hourly	\$14.07	\$15.39
5	Lifeguard/Swim Instructor Undergraduate Intern Teen Program Leader	Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly	\$14.31	\$15.72
6			\$14.56	\$16.06
7			\$14.80	\$16.40
8			\$15.05	\$16.74
9	CIT Camp Director Front Desk Attendant Park Laborer Specialized Recreation Specialist	Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly	\$15.31	\$17.10
10			\$15.57	\$17.46
11	Out of School Time Program Director Assistant Camp Director	Non-Exempt, Hourly Non-Exempt, Hourly	\$15.83	\$17.83
12			\$16.10	\$18.20
13			\$16.38	\$18.59

**City of Shoreline**  
**Extra Help Range Placement Table**  
**2019**

COLA: 2.95%  
Effective: January 1, 2019

Range	Title	FLSA Status	Pay Band	
			Minimum	Maximum
14	Camp Excel Specialist Camp Director	Non-Exempt, Hourly Non-Exempt, Hourly	\$16.66	\$18.98
15			\$16.95	\$19.40
16			\$17.23	\$19.80
17			\$17.52	\$20.21
18			\$17.82	\$20.64
19			\$18.12	\$21.07
20			\$18.43	\$21.52
21	Engineering Support Senior Lifeguard	Non-Exempt, Hourly Non-Exempt, Hourly	\$18.74	\$21.96
22			\$19.06	\$22.42
23			\$19.38	\$22.89
24			\$19.70	\$23.37
25			\$20.04	\$23.86
26			\$20.38	\$24.36
27			\$20.73	\$24.87

**City of Shoreline**  
**Extra Help Range Placement Table**  
**2019**

COLA: 2.95%  
Effective: January 1, 2019

Range	Title	FLSA Status	Pay Band	
			Minimum	Maximum
28	Finance Assistant	Non-Exempt, Hourly	\$21.08	\$25.39
29			\$21.44	\$25.92
30			\$21.80	\$26.46
31	Computer Support GIS Support	Non-Exempt, Hourly Non-Exempt, Hourly	\$22.15	\$26.95
32	<u>PW Seasonal Laborer</u>	Non-Exempt, Hourly	\$22.70	\$27.62
33	<del>PW Seasonal Laborer</del>	Non-Exempt, Hourly	\$23.28	\$28.31
34		Non-Exempt, Hourly	\$23.85	\$29.02
35	CMO Fellowship	Non-Exempt, Hourly	\$24.45	\$29.75
36	Facilities Maintenance	Non-Exempt, Hourly	\$25.06	\$30.49
37			\$25.69	\$31.26
38			\$26.33	\$32.04
39			\$26.99	\$32.84
40			\$27.66	\$33.65
41			\$28.35	\$34.50
42			\$29.06	\$35.36

**City of Shoreline**  
**Extra Help Range Placement Table**  
**2019**

COLA: 2.95%  
Effective: January 1, 2019

Range	Title	FLSA Status	Pay Band	
			Minimum	Maximum
43			\$29.79	\$36.25
44			\$30.53	\$37.15
45			\$31.30	\$38.08
46	Videographer	Non-Exempt, Hourly	\$32.08	\$39.03
	Expert Professional Inspector Instructor	Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly	\$13.38	\$39.12

**Table Maintenance:** The 2019 Extra Help table has been structured to blend in substantial change in WA State minimum wage occurring in 2019 and 2020. In 2020, the minimum wage will be \$13.50. In 2020, apply a COLA to the extra help rates on the same basis as the regular rates. Then, in 2020, if any rates fall below \$13.50 adjust them to \$13.50. From then on, apply a COLA as usual and if any rates fall below WA State Minimum Wage, adjust them to the WA State Minimum Wage.

**Approval of Position Placement within the Table:** Human Resources recommends and the City Manager approves placement of a position within the pay table.

**Approval of the Table Rates:** The City Manager recommends and the City Council approves the table rates when adopting the budget.

**CITY COUNCIL AGENDA ITEM**  
CITY OF SHORELINE, WASHINGTON

**AGENDA TITLE:** Adoption of Ordinance No. 848 - Amending Shoreline Municipal Code Chapter 3.80 Impact Fees for Transportation to Provide for a New Index for Periodic Adjustment of Fees

**DEPARTMENT:** Administrative Services

**PRESENTED BY:** Sara Lane, Administrative Services Director  
Rick Kirkwood, Budget Supervisor

**ACTION:**     ☒ Ordinance     ☐ Resolution     ☐ Motion  
              ☐ Discussion     ☐ Public Hearing

**PROBLEM/ISSUE STATEMENT:**

When the City's Impact Fees for Transportation program was adopted in July 2014, it included an escalator for the adjustment of the fees using the Washington State Department of Transportation's Construction Cost Index (WSDOT CCI).

WSDOT no longer maintains the WSDOT CCI and instead has moved to a new CCI model that uses a different methodology. Unfortunately, the new CCI is not published in a manner that makes it readily available. Adjustments to the City's Park Impact Fees are based on the CCI published in the Engineering News Record (ENR-CCI) for the Seattle area.

The City Council considered proposed Ordinance No. 848, which would utilize the ENR-CCI for adjustments to both of the City's impact fee programs, at its November 5, 2018 regular Council meeting. The staff report for that meeting can be found at the following link:

<http://cosweb.ci.shoreline.wa.us/uploads/attachments/cck/council/staffreports/2018/staffreport110518-8b.pdf>.

Proposed Ordinance No. 848 (Attachment A) provides for this amendment and is scheduled for adoption this evening.

**FINANCIAL IMPACT:**

Application of the ENR CCI to the Transportation Impact Fees and Park Impact Fees results in a year-over-year increase of 2.8% for 2019.

## **RECOMMENDATION**

Staff recommends that the City Council adopt Ordinance No. 848, thereby amending Shoreline Municipal Code Chapter 3.80 Impact Fees for Transportation to provide for a new index for periodic adjustment of the fees.

## **ATTACHMENTS:**

Attachment A: Proposed Ordinance No. 848

Approved By:        City Manager **DT**    City Attorney **MK**

**ORDINANCE NO. 848**

**AN ORDINANCE OF THE CITY OF SHORELINE, WASHINGTON,  
AMENDING SHORELINE MUNICIPAL CODE CHAPTER 3.80 IMPACT  
FEES FOR TRANSPORTATION TO PROVIDE FOR A NEW INDEX FOR  
PERIODIC ADJUSTMENTS OF FEES.**

WHEREAS, Chapter 3.80 of the Shoreline Municipal Code (SMC) sets forth the City of Shoreline's Transportation Impact Fee program; and

WHEREAS, periodically the impact fees need to be adjusted and SMC 3.80.130(B) states that the City is to utilize the Washington State Department of Transportation's Construction Cost Indices (CCI); and

WHEREAS, the CCI is no longer maintained and the Washington State Department of Transportation is utilizing a different index methodology that is not published in a manner readily accessible for the City's use; and

WHEREAS, Chapter 3.70 SMC sets forth the City's Parks Impact Fee program which utilizes the Construction Cost Index published in the Engineering News-Record (CCI-ENR) for the Seattle area for adjustment of fees; and

WHEREAS, amending SMC 3.80.130(B) will establish consistency as a single index will be utilized for calculating adjustments to the City's impact fees;

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF SHORELINE,  
WASHINGTON DO ORDAIN AS FOLLOWS:**

**Section 1. Amendment SMC 3.80.130.** SMC 3.80.130 shall be amended as follows:

**SMC 3.80.130 Review and adjustment of rates.**

- A. The fees and rates set forth in the rate study may be reviewed and adjusted by the council as it deems necessary and appropriate in conjunction with the budget process so that adjustments, if any, will be effective at the first of the calendar year subsequent to budget period under review.
- B. Consistent with SMC 3.01.820, the director shall adjust the fees by the same percentage changes as in the most recent annual change of the Construction Cost Index published in the Engineering News-Record (ENR) for the Seattle area. ~~at a rate adjusted in accordance with the Washington Department of Transportation's Construction Cost Indices (CCI). The city shall utilize a three year CCI average, using the three most recent calendar years' CCI available data, to determine adjustments to the impact fees.~~



**Section 2. Corrections by City Clerk or Code Reviser.** Upon approval of the City Attorney, the City Clerk and/or the Code Reviser are authorized to make necessary corrections to this ordinance, including the corrections of scrivener or clerical errors; references to other local, state, or federal laws, codes, rules, or regulations; or ordinance numbering and section/subsection numbering and references.

**Section 3. Severability.** Should any section, paragraph, sentence, clause or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be preempted by State or Federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

**Section 4. Effective Date.** This ordinance shall be in full force five days after publication of this ordinance, or a summary consisting of its title, in the official newspaper of the City, as provided by law.

**ADOPTED BY THE CITY COUNCIL ON NOVEMBER 19, 2018.**

\_\_\_\_\_  
Mayor Will Hall

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Jessica Simulcik Smith  
City Clerk

\_\_\_\_\_  
Margaret J. King  
City Attorney

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