

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

<b>AGENDA TITLE:</b>	Adopting Ordinance No. 855 - Amending the 2019-2020 Biennial Budget (Ordinance Nos. 841, 852 & 854)
<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 type="checkbox"/> Public Hearing

**PROBLEM/ISSUE STATEMENT:**

During the first quarter of 2019, staff identified several operating programs and capital projects that require additional funding due to unanticipated needs that were unknown in November 2018 at the time the 2019-2020 Final Biennial Budget was adopted by the City Council through Ordinance No. 841. Staff is requesting that the 2019-2020 biennial budget be amended to provide funding for these programs and projects. On April 8, staff presented to the City Council proposed Ordinance No. 855 (Attachment A), which provides for this amendment. Tonight's action would adopt Ordinance No. 855.

**FINANCIAL IMPACT:**

Adoption of proposed Ordinance No. 855 impacts expenditures and resources, as follows:

- Increases 2019-2020 biennium appropriations for operating and capital expenditures, as follows:
  - Various programs in the General Fund by \$120,710
  - Various projects in the General Capital Fund by \$262,733
  - Operating programs in the Surface Water Utility Fund by \$33,000
  - Purchase of equipment from the Equipment Replacement Fund by \$521,422
- Increases 2019-2020 biennium appropriations for transfers out, as follows:
  - General Fund of \$162,329 to the General Capital Fund
  - General Capital Fund of \$564,271 to the General Fund
- Converts existing appropriations to transfers to the Equipment Replacement Fund necessary to purchase equipment from the Equipment Replacement Fund, as follows:
  - General Fund: \$209,422
  - Street Fund: \$220,000
  - Surface Water Utility Fund: \$92,000
- Provides revenues of:
  - \$154,296 in the General Fund, comprised of \$43,518 one-time from In-Lieu of Tree fees and \$110,778 from grants

- \$664,675 in the General Capital Fund, comprised of \$631,211 from the sale of the current Police Station and a \$33,464 reimbursement from the Washington Cities Insurance Authority
- \$33,000 in the Surface Water Utility Fund from a grant
- Provides transfers in, as follows:
  - General Fund of \$564,271 from the General Capital Fund
  - General Capital Fund of \$162,329 from the General Fund
  - Equipment Replacement Fund of \$521,422 from the General Fund (\$209,422), Street Fund (\$220,000) and Surface Water Utility Fund (\$92,000)
- Uses available fund balance totaling \$219,521 in the General Fund.

The net impact of proposed Ordinance No. 855 is an increase in 2019-2020 appropriations totaling \$1,664,465, revenues totaling \$851,971, interfund transfers totaling \$1,248,022, and provision of fund balance for the General Fund totaling \$435,528.

The table in Attachment B lists the programs and impacts resulting from this amendment.

### **RECOMMENDATION**

Staff recommends that City Council adopt Ordinance No. 855, amending the 2019-2020 Biennial Budget and SMC 3.01 *Fee Schedules*.

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

## **INTRODUCTION**

During the first quarter of 2019 staff identified several operating programs and capital projects that require additional funding due to unanticipated needs that were unknown in November 2018 at the time the 2019-2020 Final Biennial Budget was adopted by the City Council through Ordinance No. 841. Staff is requesting that the 2019-2020 biennial budget be amended to provide funding for these programs and projects. On April 8, staff presented to the City Council proposed Ordinance No. 855 (Attachment A), which provides for this amendment. The staff report is available at the following link: <http://cosweb.ci.shoreline.wa.us/uploads/attachments/cck/council/staffreports/2019/staffreport040819-9d.pdf>

## **BACKGROUND**

The table in Attachment B lists the programs and impacts resulting from this amendment. Additional details of the proposed budget amendments are discussed below:

### **Amendments Impacting Multiple Funds:**

Conversion of Appropriations to Purchase Vehicles, Equipment and Trailers: The 2019-2020 biennial budget includes appropriations to purchase several new/used vehicles, equipment and trailers from the General, Streets and Surface Water Utility funds. It has since been determined that this equipment should be acquired from the Equipment Replacement Fund with resources transferred from the General, Streets and Surface Water Utility funds. The programs and their equipment impacted by this amendment include:

- Unified Landscape Maintenance Service:
  - \$272,000 to purchase five new ½ ton pickups (comprised of contributions from the General Fund of \$136,000; Street Fund of \$108,800; Surface Water Utility Fund of \$27,200)
  - \$28,000 to purchase four trailers (comprised of contributions from the General Fund of \$14,000; Street Fund of \$11,200; Surface Water Utility Fund of \$2,800)
  - \$20,000 to purchase landscaping mowers for PRCS / Parks Landscape (contributed from the General Fund)
- PRCS / General Programs:
  - \$39,422 to purchase a new twelve-passenger van (contributed from the General Fund)
- PW / Street Operations and Surface Water Utility:
  - \$125,000 to purchase a new used backhoe (comprised of contributions from the Street Fund of \$100,000; Surface Water Utility Fund of \$25,000)
- PW / Surface Water Utility:
  - \$37,000 to purchase a new ½ ton standard 2WD pickup (contributed from the Surface Water Utility Fund)

Echo Lake Park Site Preparation and Installation of Modular Single User Restroom: The replacement of the restroom at Echo Lake previously destroyed by a fire will be funded

partially with insurance recovery and General Fund contribution to the General Capital Fund. This project provides for the costs of design and permitting and obtaining an actual construction estimate for demolition of the existing restroom and site preparation and installation of a new modular single user restroom in a more accessible location.

Interfund Loan to the General Capital Fund from the General Fund and Sale of the Current Police Station: On April 30, 2018, the City Council approved Resolution No. 427 extending an interfund loan from the General Fund to the General Capital Fund in the amount of \$2.1 million for the timeframe of May 1, 2018 through April 30, 2019, to ensure adequate cash flow in the Capital Improvement Plan (CIP) pending the sale of the former police station property on N 185<sup>th</sup> Street. On March 25, 2019, the City Council approved Resolution No. 435 extending the interfund loan through July 31, 2020. As required by state law, the borrowing fund must pay interest to the lending fund. The additional interest expense from this extension is estimated to be approximately \$66,940. The proceeds from the sale of the current Police Station that are not needed to fund the interest expense of the interfund loan and Police Station at City Hall project will be transferred from the General Capital Fund to the General Fund to be held in reserve for other capital project support.

### **Amendments Impacting the General Fund:**

WCIA Insurance Coverage: An increase to the budget for WCIA insurance coverage was inadvertently omitted during preparation of the 2019-2020 biennial budget. This amendment provides budget to cover the shortfalls for the General, Street, General Capital, Roads Capital and Public Arts funds.

In-Lieu of Tree: The City has collected In-Lieu of Tree money from trees being removed. This amendment provides budget to purchase and plant trees in 2019 following the 2014 Urban Forestry Strategic Plan adopted by City Council.

Urban Growth Capacity Study: The Planning & Community Development Department requires specific help in key areas to complete the Urban Growth Capacity Study (UGCS). The UGCS will provide the City feedback on accommodating targeted growth in its planned land use patterns. The UGCS answers several questions, including:

1. Is development occurring at planned urban densities?
2. How is growth tracking to adopted targets and land use assumptions?
3. Is there adequate land capacity available for anticipated growth in jurisdictions and the UGA?

The UGCS will require staff to evaluate if growth targets are being met, are densities being achieved, and is there enough capacity for targets? This requires staff to compile data from issued single-family, multifamily, mixed-use, and commercial permits. Also, staff will evaluate available land for growth to accommodate revised growth targets from King County.

Grants for PW / Environmental Services: The City will receive grants from the King County and Seattle Public Health Local Hazardous Waste Management Program (\$41,442) and Waste Reduction and Recycling Grant (69,336), of which \$20,000 will be

used to fund Earth Day activities and the balance to provide funding for previously budgeted programs.

### **Amendment Impacting the Surface Water Utility Fund:**

Local Source Control Grant: The City will receive a Local Source Control grant from the Department of Ecology. This amendment provides budget professional services to support operations of the Surface Water Utility.

### **Fee Schedule Amendments:**

SMC 3.01.210 Hearing Examiner Fees: The City Clerk has proposed to amend the title of a fee schedule in Shoreline Municipal Code (SMC) 3.01 from *3.01.210 Hearing Examiner Fees* to *3.01.210 Hearing Examiner Appeal Hearing Fees* to clarify this fee is for appeals only as application public hearing fees are noted in SMC 3.01.010 Planning and Community Development. This amendment as reflected in Attachment A Exhibit A provides for this change to the fee schedule.

SMC 3.01.010 Planning and Community Development and SMC 3.01.014 Impact Fee Administrative Fees: An update of the *Impact Fee Administrative Fees* in SMC 3.01.014(3) and (4) from an hourly rate of \$193 to an hourly rate of \$199 was inadvertently omitted from the fee schedule adopted through Ordinance No. 841. It has since been determined that it would be much simpler to maintain hourly rate references if all fees were included in the fee schedule in SMC 3.01.010 Planning and Community Development with a note to that effect near the beginning of the fee schedule. This amendment as reflected in Attachment A Exhibit A provides for: (i) the elimination of SMC 3.01.014 Impact Fee Administrative Fees, (ii) inclusion of *Impact Fee Administrative Fees* in SMC 3.01.010(Q), and (iii) cleans up the references to the hourly rate referenced throughout SMC 3.01.010 *Planning and Community Development*.

## **ALTERNATIVES ANALYZED**

### **Alternative 1: Take no action**

If the City Council chooses to not approve proposed Ordinance No. 855, either the expenditures or projects listed in Attachment B will not be completed without adversely impacting existing 2019-2020 appropriations. In the case of capital projects, there would not be sufficient budget authority to complete the projects. Staff would need to reevaluate the projects and determine which projects could be moved forward. In addition, the identified amendments to the fee schedule will not be adopted.

### **Alternative 2: Approve Ordinance No. 855 (Recommended)**

Approval of proposed Ordinance No. 855 will provide the budget authority and avoid adversely impacting existing 2019-2020 Biennium Budget's appropriations. In addition, this amendment will result in accurately reflecting the anticipated expenditures in the City's operating and capital funds and adopt the identified amendments to the fee schedule.

## **FINANCIAL IMPACT**

Adoption of proposed Ordinance No. 855 impacts expenditures and resources, as follows:

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The net impact of proposed Ordinance No. 855 is an increase in 2019-2020 appropriations totaling \$1,664,465, revenues totaling \$851,971, interfund transfers totaling \$1,248,022, and provision of fund balance for the General Fund totaling \$435,528. The following table summarizes the impact of this budget amendment and the resulting 2019-2020 appropriation for each of the affected funds.

Fund	2019-2020 Current Budget (A)	Budget Amendment (B)	Amended 2019-2020 Budget (C) (A + B)
General Fund	\$97,569,370	\$283,039	\$97,852,409
Street Fund	3,975,505	0	3,975,505
General Capital Fund	32,494,382	827,004	33,321,386
Surface Water Utility Fund	19,701,665	33,000	19,734,665
Equipment Replacement Fund	400,407	521,422	921,829
All Other Funds	51,229,336	0	51,229,336

Fund	2019-2020 Current Budget (A)	Budget Amendment (B)	Amended 2019-2020 Budget (C) (A + B)
<b>Total</b>	<b>\$205,370,665</b>	<b>\$1,664,465</b>	<b>\$207,035,130</b>

The 2018 ending fund balance for the General Fund totals \$17.814 million. In the 2019-2020 Biennial Budget, the City has planned to use some of these reserves, as follows:

- Committed for the General Fund Operating Reserve (\$3.000 million for the cash flow reserve and \$1.145 million appropriated for the Budget Contingency and Insurance Reserve);
- Assigned (\$4.284 million appropriated) for one-time outlays and to provide resources to other funds (e.g., contributions to Public Arts Fund and capital projects); and,
- Designated per the adopted budget (\$4.000 million) for future improvements for the City's Maintenance Facility.

The table below shows the impact of the above and additional uses for the 2018 carryovers and this budget amendment:

Intended Use of General Fund Reserves	2018 Projection	Actual
General Fund Beginning Fund Balance	\$13.234M	\$17.814M
Less Required General Fund Operating Reserve:		
Cash Flow Reserve	3.000M	3.000M
Budget (Operating) Contingency	0.890M	0.890M
Insurance Reserve	0.255M	0.255M
Less Assigned for One-Time Outlays through 2019-2020 Biennial Budget Adoption	4.284M	4.284M
Less Use/(Provision) for 2018 Carryovers	0.000M	1.043M
Less Use/(Provision) for 2019 Amendment	0.000M	(0.436M)
Less Designated for City Maintenance Facility	4.000M	4.000M
<b>Unassigned and Undesignated Beginning Fund Balance</b>	<b>\$0.805M</b>	<b>\$4.753M</b>
<b>Revenue Stabilization Fund</b>	<b>\$5,150,777</b>	<b>\$5,150,777</b>

The table below summarizes the impact on available fund balance in each of the affected funds.

Fund	Proj. 2018 End. Fund Balance (A)	Adj. 2018 Avail. Fund Balance Adj. for Carryover (B)	2019 Budget Amendment Use / (Provision) (C)	Adj. 2018 Avail. Fund Balance Adj. for Amendment (D) (B - C)	Var. from Proj. 2018 End. Fund Balance (E) (D - A)	Budgeted Use in 2019-2020 Biennium	2018 Bal. Avail. For Use in 2019-2020 Biennium
General	\$13,233,643	\$16,770,470	(\$435,528)	\$17,205,998	\$3,972,355	\$5,429,421	\$11,776,577
Street	\$407,540	\$575,508	\$0	\$575,508	\$167,968	\$147,636	\$427,872
General Capital	\$838,688	\$2,850,386	\$0	\$2,850,386	\$2,011,698	\$830,576	\$2,019,810
Surface Water Utility	\$6,476,694	\$3,182,466	\$0	\$3,182,466	(\$3,294,228)	\$3,666,738	(\$484,272)
Equipment Replacement	\$3,941,769	\$3,879,219	\$0	\$3,879,219	(\$62,550)	\$0	\$3,879,219

It is important to note that the above table does not reflect the projected 2020 ending fund balance accounting for all revenues and expenditures during the 2019-2020 biennium.

### **RECOMMENDATION**

Staff recommends that City Council adopt Ordinance No. 855, amending the 2019-2020 Biennial Budget and SMC 3.01 *Fee Schedules*.

### **ATTACHMENTS**

Attachment A: Proposed Ordinance No. 855

Attachment A Exhibit A: Amended Fee Schedules

Attachment B: 2019-2020 Biennial Budget Amendment Summary



**ORDINANCE NO. 855**

**AN ORDINANCE OF THE CITY OF SHORELINE, WASHINGTON, AMENDING THE 2019-2020 FINAL BUDGET BY INCREASING THE APPROPRIATION IN THE GENERAL FUND, STREET FUND, GENERAL CAPITAL FUND, SURFACE WATER UTILITY FUND, AND EQUIPMENT REPLACEMENT FUND; AND 2019 FEE SCHEDULE 2019-2020 FINAL BUDGET.**

WHEREAS, the 2019-2020 Final Budget was adopted by Ordinance No. 841 and subsequently amended by Ordinance Nos. 852 and 854; and

WHEREAS, additional needs that were unknown at the time the 2019-2020 Final Budget, as amended, was adopted have occurred; and

WHEREAS, the City of Shoreline is required by RCW 35A.33.075 to include all revenues and expenditures for each fund in the adopted budget and, therefore, the 2018 Final Budget, as amended, needs to be amended to reflect the increases and decreases to the City’s funds; and

WHEREAS, additional staff is needed within the Parks, Recreation, and Cultural Services Department; and

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

**Section 1. Amendment – 2019-2020 Final Budget.** The City hereby amends the 2019-2020 Final Budget, as adopted by Ordinance No. 841 and amended by Ordinance Nos. 852 and 854, by increasing the appropriation for the General Fund by \$283,039; for the General Capital Fund by \$827,004; Surface Water Utility Fund by \$33,000 and for the Equipment Replacement Fund by \$521,422; and by increasing the Total Funds appropriation to \$207,035,130, as follows:

Fund	Current Appropriation	Revised Appropriation
General Fund	\$97,569,370	<b>\$97,852,409</b>
Street Fund	3,975,505	3,975,505
Code Abatement Fund	200,000	200,000
State Drug Enforcement Forfeiture Fund	46,718	46,718
Public Arts Fund	268,717	268,717
Federal Drug Enforcement Forfeiture Fund	26,000	26,000
Property Tax Equalization Fund	0	0
Federal Criminal Forfeiture Fund	0	0
Transportation Impact Fees Fund	162,000	162,000
Park Impact Fees Fund	175,000	175,000
Revenue Stabilization Fund	0	0

Fund	Current Appropriation	Revised Appropriation
Unltd Tax GO Bond 2006	3,389,937	3,389,937
Limited Tax GO Bond 2009	3,320,072	3,320,072
Limited Tax GO Bond 2018	1,660,400	1,660,400
Limited Tax GO Bond 2013	519,771	519,771
General Capital Fund	<del>32,494,382</del>	<b>33,321,386</b>
City Facility-Major Maintenance Fund	288,936	288,936
Roads Capital Fund	35,116,539	35,116,539
Surface Water Capital Fund	<del>19,701,665</del>	<b>19,734,665</b>
Wastewater Utility Fund	4,931,699	4,931,699
Vehicle Operations/Maintenance Fund	1,088,547	1,088,547
Equipment Replacement Fund	<del>400,407</del>	<b>921,829</b>
Unemployment Fund	35,000	35,000
Total Funds	<del>\$205,370,665</del>	<b>\$207,035,130</b>

**Section 2. Amendment – Chapter 3.01 Fee Schedule.** Shoreline Municipal Code 3.01.010 *Planning and Community Development*, 3.01.014 *Impact Fee Administrative Fees* and 3.01.210 *Hearing Examiner Fees* are repealed in their entirety and replaced with a new 3.01.010 *Planning and Community Development* and 3.01.210 *Hearing Examiner Appeal Hearing Fees* as set forth in Exhibit A attached hereto.

**Section 3. 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 4. 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 5. 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 five days after passage and publication.

**PASSED BY THE CITY COUNCIL ON APRIL 22, 2019**

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Mayor Will Hall

**ATTEST:**

**APPROVED AS TO FORM:**

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

\_\_\_\_\_  
Margaret King  
City Attorney

Publication Date:       , 2019  
Effective Date:       , 2019

**City of Shoreline  
Fee Schedules**

**3.01.010 Planning and Community Development**

Type of Permit Application	2019 Fee Schedule Adopted	2019 Fee Schedule Amended
<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. <u>The hourly rate referenced throughout SMC 3.01.010 is calculated by multiplying the minimum number of hours noted for each fee by the fee established in SMC 3.01.010(A)(1).</u>		
1. \$0 - \$10,000.00	\$199.00	\$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	\$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 <del>\$2,388.00</del>
10. Civil Plan Review, Residential (if applicable)	Hourly rate, 4 Hour Minimum \$796.00	Hourly rate, 4 Hour Minimum <del>\$796.00</del>
11. Civil Plan Review, Residential, up to 1,000 square feet (if applicable)	Hourly rate, 1-hour minimum \$199.00	Hourly rate, 1-hour minimum <del>\$199.00</del>
12. Floodplain Permit	\$213.00	\$213.00
13. Floodplain Variance	\$597.00	\$597.00
14. Demolition, Commercial	\$1,702.00	\$1,702.00

**City of Shoreline  
Fee Schedules**

**3.01.010 Planning and Community Development**

<b>Type of Permit Application</b>	<b>2019 Fee Schedule Adopted</b>	<b>2019 Fee Schedule Amended</b>
15. Demolition, Residential	\$638.00	\$638.00
16. Zoning Review	Hourly rate, 1-hour minimum \$199.00	Hourly rate, 1-hour minimum <del>\$199.00</del>
17. Affordable Housing Review	Hourly rate, 10-hour minimum \$1,990.00	Hourly rate, 10-hour minimum <del>\$1,990.00</del>
18. Temporary Certificate of Occupancy (TCO)- Single-Family	\$199.00	\$199.00
19. Temporary Certificate of Occupancy (TCO)- Other	\$597.00	\$597.00
<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	\$199.00
New or relocated devices 6 up to 12	\$597.00	\$597.00
Each additional new or relocated device over 12	\$7.00 per device	\$7.00 per device
b. New System		
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	\$597.00
More than 12	\$795.00	\$795.00
b. Other Fixed System Locations		
	\$795.00	\$795.00
3 Fire Pumps:		
a. Commercial Systems		
	\$795.00	\$795.00

**City of Shoreline  
Fee Schedules**

**3.01.010 Planning and Community Development**

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

**City of Shoreline  
Fee Schedules**

**3.01.010 Planning and Community Development**

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

**City of Shoreline  
Fee Schedules**

**3.01.010 Planning and Community Development**

Type of Permit Application	2019 Fee Schedule Adopted	2019 Fee Schedule Amended
<b>D. MECHANICAL</b>		
1. Residential Mechanical System	\$199.00 (including 4 pieces of equipment), \$12.00 per piece of equipment over 4	\$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	\$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	Hourly rate, 1-hour minimum <del>\$199.00</del>
<b>E. PLUMBING</b>		
1. Plumbing System	\$199.00 (including 4 fixtures), \$12.00 per fixture over 4	\$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	\$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)	\$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	\$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)	\$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 <del>\$199.00</del>
<b>F. ENVIRONMENTAL REVIEW</b>		
1. Single-Family SEPA Checklist	\$3,191.00	\$3,191.00
2. Multifamily/Commercial SEPA Checklist	\$4,787.00	\$4,787.00
3. Environmental Impact Statement Review	\$8,296.00	\$8,296.00
<b>G. LAND USE</b>		
1. Accessory Dwelling Unit	\$851.00	\$851.00
2. Administrative Design Review	\$1,596.00	\$1,596.00
3. Adult Family Home	\$478.00	\$478.00



**City of Shoreline  
Fee Schedules**

**3.01.010 Planning and Community Development**

<b>Type of Permit Application</b>	<b>2019 Fee Schedule Adopted</b>	<b>2019 Fee Schedule Amended</b>
4. Comprehensive Plan Amendment – Site Specific (Note: may be combined with Rezone public hearing.)	\$17,550.00, plus public hearing (\$3,723.00)	\$17,550.00, plus public hearing (\$3,723.00)
5. Conditional Use Permit (CUP)	\$7,446.00	\$7,446.00
6. Historic Landmark Review	\$404.00	\$404.00
7. Interpretation of Development Code	\$745.00	\$745.00
8. Master Development Plan	\$26,593.00, plus public hearing (\$3,723.00)	\$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)	\$13,296.00, plus public hearing (\$3,723.00)
10. Planned Action Determination	\$341.00	\$341.00
11. Rezone	\$17,231.00, plus public hearing (\$3,723.00)	\$17,231.00, plus public hearing (\$3,723.00)
12. SCTF Special Use Permit (SUP)	\$15,530.00, plus public hearing (\$3,723.00)	\$15,530.00, plus public hearing (\$3,723.00)
13. Sign Permit - Building Mounted, Awning, Driveway Signs	\$426.00	\$426.00
14. Sign Permit - Monument/Pole Signs	\$851.00	\$851.00
15. Special Use Permit	\$15,530.00, plus public hearing (\$3,723.00)	\$15,530.00, plus public hearing (\$3,723.00)
16. Street Vacation	\$10,956.00, plus public hearing (\$3,723.00)	\$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	\$1,596.00
18. Deviation from Engineering Standards	Hourly rate, 8-hour minimum \$1,592.00	Hourly rate, 8-hour minimum <del>\$1,592.00</del>
19. Variances - Zoning	\$9,041.00	\$9,041.00
20. Lot Line Adjustment	\$1,596.00	\$1,596.00
21. Lot Merger	\$398.00	\$398.00
22. Development Agreement	Hourly rate, 2-hour minimum \$398.00	Hourly rate, 2-hour minimum <del>\$398.00</del>
<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 <del>\$398.00</del>
3. Critical Areas Monitoring Inspections (Review of three reports and three inspections.)	\$1,915.00	\$1,915.00

**City of Shoreline  
Fee Schedules**

**3.01.010 Planning and Community Development**

<b>Type of Permit Application</b>	<b>2019 Fee Schedule Adopted</b>	<b>2019 Fee Schedule Amended</b>
4. Critical Areas Reasonable Use Permit (CARUP)	\$14,360.00, plus public hearing (\$3,723.00)	\$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)	\$14,360.00, plus public hearing (\$3,723.00)

**I. MISCELLANEOUS FEES**

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 <del>\$199.00</del>
4. Multiple Family Tax Exemption Application Fee	Hourly rate, 3-hour minimum \$597.00	Hourly rate, 3-hour minimum <del>\$597.00</del>
5. Extension of the Conditional Certificate for the Multiple Family Tax Exemption Application Fee	\$199.00	\$199.00
6. Multiple Family Tax Exemption or Affordable Housing Annual Compliance Verification	\$399.00	\$399.00
7. Pre-application Meeting	Mandatory pre-application meeting \$468.00; Optional pre-application meeting \$199.00	Mandatory pre-application meeting \$468.00; Optional pre-application meeting \$199.00
8. Transportation Impact Analysis (TIA) Review (less than 20 trips)	\$213.00	\$213.00
9. Transportation Impact Analysis (TIA) Review (greater than 20 trips)	\$1,170.00	\$1,170.00
10. Transportation Impact Analysis (TIA) Review - additional review per hour	\$199.00	\$199.00
11. Noise Variance	\$399.00	\$399.00

**J. RIGHT-OF-WAY**

1. Right-of-Way Utility Blanket Permits	\$199.00	\$199.00
2. Right-of-Way Use	Hourly rate, 3-hour minimum \$597.00	Hourly rate, 3-hour minimum <del>\$597.00</del>
3. Right-of-Way Site	Hourly rate, 4-hour minimum \$796.00	Hourly rate, 4-hour minimum <del>\$796.00</del>
4. Right-of-Way Special Events	\$995.00	\$995.00
5. Residential Parking Zone Permit	\$19.00	\$19.00

**City of Shoreline  
Fee Schedules**

**3.01.010 Planning and Community Development**

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

**City of Shoreline  
Fee Schedules**

**3.01.010 Planning and Community Development**

<b>Type of Permit Application</b>	<b>2019 Fee Schedule Adopted</b>	<b>2019 Fee Schedule Amended</b>
5. Final Subdivision	\$7,765.00	\$7,765.00
6. Changes to Preliminary Short or Formal Subdivision	\$3,936.00	\$3,936.00
7. Multiple Buildings	Hourly rate, 10-hour minimum \$1,990.00	Hourly rate, 10-hour minimum <del>\$1,990.00</del>

**N. SUPPLEMENTAL FEES**

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 <del>\$199.00 per hour</del> <b>the fee established in SMC 3.01.010(A)(1)</b> , 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 <del>\$199.00 per hour</del> <b>the fee established in SMC 3.01.010(A)(1)</b> , minimum of one hour.
3. Investigation inspection	\$265.00	\$265.00

**O. FEE REFUNDS**

- The city manager or designee may authorize the refunding of:
1. One hundred percent of any fee erroneously paid or collected.
  2. Up to 80 percent of the permit fee paid when no work has been done under a permit issued in accordance with this code.
  3. Up to 80 percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled and minimal plan review work has been done.
  4. The city manager or designee shall not authorize refunding of any fee paid except on written application filed by the original permittee not later than 180 days after the date of fee payment.

**City of Shoreline  
Fee Schedules**

**3.01.010 Planning and Community Development**

<b>Type of Permit Application</b>	<b>2019 Fee Schedule Adopted</b>	<b>2019 Fee Schedule Amended</b>
<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>		
<b>Q. IMPACT FEE ADMINISTRATIVE FEES</b>		
<b><u>1. Administrative Fee - All applicable projects per building permit application</u></b>	<b><u>Hourly rate, 1-hour minimum \$199.00</u></b>	<b><u>Hourly rate, 1-hour minimum</u></b>
<b><u>2. Administrative Fee - Impact fee estimate/preliminary determination for building permit application</u></b>	<b><u>Hourly rate, 1-hour minimum \$199.00</u></b>	<b><u>Hourly rate, 1-hour minimum</u></b>
<b><u>3. Administrative Fee - Independent fee calculation per impact fee type</u></b>	<b><u>Hourly rate, 1-hour minimum \$199.00</u></b>	<b><u>Hourly rate, 1-hour minimum</u></b>
<b><u>4. Administrative Fee - Deferral program</u></b>	<b><u>Hourly rate, 1-hour minimum \$199.00</u></b>	<b><u>Hourly rate, 1-hour minimum</u></b>
<b><u>All administrative fees are nonrefundable.</u></b>		
<b><u>Administrative fees shall not be credited against the impact fee.</u></b>		
<b><u>Administrative fees applicable to all projects shall be paid at the time of building permit issuance.</u></b>		
<b><u>Administrative fees for impact fee estimates or preliminary determination shall be paid at the time the request is submitted to the city.</u></b>		
<b><u>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.</u></b>		

[Ord. 841 § 3 (Exh. A), 2018; 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>
1.	<del>Administrative Fee - All applicable projects per building permit application</del>	<del>Hourly rate, 1- hour minimum- \$199.00</del>
2.	<del>Administrative Fee - Impact fee estimate/preliminary determination per building permit application</del>	<del>Hourly rate, 1- hour minimum- \$199.00</del>
3.	<del>Administrative Fee - Independent fee calculation per impact fee type</del>	<del>Hourly rate, 1- hour minimum \$193</del>
4.	<del>Administrative Fee - Deferral program</del>	<del>Hourly rate, 1- hour minimum \$193</del>
<del>All administrative fees are nonrefundable.</del>		
<del>Administrative fees shall not be credited against the impact fee.</del>		
<del>Administrative fees applicable to all projects shall be paid at the time of building permit issuance.</del>		
<del>Administrative fees for impact fee estimates or preliminary determination shall be paid at the time the request is submitted to the city.</del>		
<del>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.</del>		

[Ord. 841 § 3 (Exh. A), 2018; Ord. 806 § 3 (Exh. A), 2017]

**City of Shoreline  
Fee Schedules**

**3.01.210 Hearing Examiner Fees**

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

[Ord. 841 § 3 (Exh. A), 2018; 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]

## Attachment B

### 2019-2020 Biennial Budget Amendment (Attachment B)

Fund	Dept / Program	Project/Item	Amendment Amount	Amendment Revenue	Justification
<b>General Fund</b>					
	General Fund Admin Key	Echo Lake Park Site Preparation and Installation of Modular Single User Restroom	\$162,329	\$0	Transfer from the General Fund to the General Capital Fund for Echo Lake Park Site Preparation and Installation of Modular Single User Restroom.
	General Fund Admin Key	Proceeds from Sale of Current Police Station	\$0	\$564,271	Transfer of proceeds from sale of Police Station not needed to fund the Police Station at City Hall project.
	ASD / Citywide-Non-departmental	WCIA Insurance Coverage	\$42,192	\$0	WCIA Insurance Coverage
	PRCS / Parks Operations	In-Lieu of Tree	\$43,518	\$43,518	Purchase of trees that will be planted in 2019 following the 2014 Urban Forestry Strategic Plan adopted by City Council.
	PRCS / General Programs	Purchase of New 12 Passenger Van	\$0	\$0	Conversion of appropriation to purchase a new 12 passenger van to a transfer from the General Fund to the Equipment Replacement Fund to complete the purchase from the Equipment Replacement Fund.
	PRCS / Parks Landscape	Purchasing of Vehicles, Equipment and Trailers for the Unified Landscape Maintenance Service	\$0	\$0	Conversion of appropriation to purchase vehicles, equipment and trailers for the Unified Landscape Maintenance Service to a transfer from the General Fund to the Equipment Replacement Fund to complete the purchase from the Equipment Replacement Fund.
	PCD / City Planning	2019 Urban Growth Capacity Study	\$15,000	\$0	2019 Urban Growth Capacity Study
	PW / Environmental Services	King County and Seattle Public Health Local Hazardous Waste Management Program Grant 2019-20	\$10,000	\$41,442	King County and Seattle Public Health Local Hazardous Waste Management Program Grant 2019-20
	PW / Environmental Services	Waste Reduction and Recycling Grant 2019-20	\$10,000	\$69,336	Waste Reduction and Recycling Grant 2019-20
		<b>Total General Fund</b>	<b>\$283,039</b>	<b>\$718,567</b>	
<b>Street Fund</b>					
	PW / Street Operations	Purchase of new used backhoe	\$0	\$0	Conversion of appropriation to purchase a new used backhoe to a transfer from the Street Fund to the Equipment Replacement Fund to complete the purchase from the Equipment Replacement Fund.
	PW / Street Landscape	Purchasing of Vehicles and Trailers for the Unified Landscape Maintenance Service	\$0	\$0	Conversion of appropriation to purchase vehicles and trailers for the Unified Landscape Maintenance Service to a transfer from the Street Fund to the Equipment Replacement Fund to complete the purchase from the Equipment Replacement Fund.
		<b>Total Street Fund</b>	<b>\$0</b>	<b>\$0</b>	



## Attachment B

### 2019-2020 Biennial Budget Amendment (Attachment B)

Fund	Dept / Program	Project/Item	Amendment Amount	Amendment Revenue	Justification
<b>General Capital Fund</b>					
	CIP	General Capital Admin Key	\$631,211	\$0	Interest Expense for Interfund Loan from General Fund to General Capital Fund (\$66,940) for Police Station at City Hall project and transfer of proceeds from sale of Police Station not needed to fund the project (\$564,271).
	CIP	Police Station at City Hall	\$0	\$631,211	Sale of Current Police Station
	CIP	Echo Lake Park Site Preparation and Installation of Modular Single User Restroom	\$195,793	\$195,793	
<b>Total General Capital Fund</b>			<b>\$827,004</b>	<b>\$827,004</b>	
<b>Surface Water Utility Fund</b>					
	PW / Surface Water Mgmt	Purchase of new used backhoe	\$0	\$0	Conversion of appropriation to purchase a new used backhoe to a transfer from the Surface Water Utility Fund to the Equipment Replacement Fund to complete the purchase from the Equipment Replacement Fund.
	PW / Surface Water Mgmt	New 1/2 ton standard 2WD pick-up	\$0	\$0	Conversion of appropriation to purchase a new 1/2 ton standard 2WD pick-up to a transfer from the Surface Water Utility Fund to the Equipment Replacement Fund to complete the purchase from the Equipment Replacement Fund.
	PW / Surface Water Mgmt	Purchasing of Vehicles and Trailers for the Unified Landscape Maintenance Service	\$0	\$0	Conversion of appropriation to purchase vehicles and trailers for the Unified Landscape Maintenance Service to a transfer from the Surface Water Utility Fund to the Equipment Replacement Fund to complete the purchase from the Equipment Replacement Fund.
	PW / Surface Water Mgmt	Local Source Control Grant	\$33,000	\$33,000	Local Source Control 2017-19 Grant agreement was amended to add funding from the Department of Ecology.
<b>Total Surface Water Utility Fund</b>			<b>\$33,000</b>	<b>\$33,000</b>	

## Attachment B

### 2019-2020 Biennial Budget Amendment (Attachment B)

Fund	Dept / Program	Project/Item	Amendment Amount	Amendment Revenue	Justification
<b>Equipment Replacement Fund</b>					
	Equipment Replacement-Vehicles/Heavy Equipment	Purchase of New 12 Passenger Van	\$39,422	\$39,422	Conversion of appropriation to purchase a new 12 passenger van to a transfer from the General Fund to the Equipment Replacement Fund to complete the purchase from the Equipment Replacement Fund.
	Equipment Replacement-Vehicles/Heavy Equipment	Purchase of new used backhoe	\$125,000	\$125,000	Conversion of appropriation to purchase a new used backhoe to a transfer from the Street Fund to the Equipment Replacement Fund to complete the purchase from the Equipment Replacement Fund.
	Equipment Replacement-Vehicles/Heavy Equipment	New 1/2 ton standard 2WD pick-up	\$37,000	\$37,000	Conversion of appropriation to purchase a new 1/2 ton standard 2WD pick-up to a transfer from the Surface Water Utility Fund to the Equipment Replacement Fund to complete the purchase from the Equipment Replacement Fund.
	Equipment Replacement-Vehicles/Heavy Equipment	Purchasing of Vehicles, Equipment and Trailers for the Unified Landscape Maintenance Service	\$320,000	\$320,000	Conversion of appropriation to purchase vehicles, equipment and trailers for the Unified Landscape Maintenance Service to a transfer from the General Fund to the Equipment Replacement Fund to complete the purchase from the Equipment Replacement Fund.
		<b>Total Equipment Replacement Fund</b>	<b>\$521,422</b>	<b>\$521,422</b>	
		<b>TOTAL CARRYOVER REQUESTS</b>	<b>\$1,664,465</b>	<b>\$2,099,993</b>	