

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Discussing the 2020 Second Quarter Financial Report and a Preliminary View of the 2021-2022 Biennium Budget and the 2021-2026 Capital Improvement Plan
DEPARTMENT:	Administrative Services
PRESENTED BY:	Sara Lane, Administrative Services Director Rick Kirkwood, Budget and Tax Manager Tricia Juhnke, City Engineer
ACTION:	<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:

Tonight, staff will provide an update on fiscal year 2020 revenues and expenditures through the second quarter, a preview of the 2021-2022 proposed preliminary budget, and an update to the long-term operating budget financial projections. The 2021-2022 proposed preliminary budget is balanced and seeks to balance fiscal restraint in the face of the current economic challenges with maintaining services levels and allocating resources to support the Council's goals and priorities. The City Manager will present the 2021-2022 Proposed Budget and 2021 – 2026 Capital Improvement Plan to the City Council on October 12, with adoption scheduled for November 23, 2020.

Even in the face of an unprecedented pandemic and resulting economic recession, the City continues to maintain a healthy financial position. As a result of the Council's strong financial policies, diligent financial management, and conservative budget planning, the City was able to quickly respond to the challenges presented to us in 2020 and continues to maintain its AA+ bond rating and a Standard & Poor's (S&P) ratings outlook of "stable." The 2021-2022 budget will continue to be balanced and in compliance with the City's financial and reserve policies.

RECOMMENDATION

No action is required by the City Council. This item is for informational purposes and to provide the City Council with a preview of the 2021-2022 proposed preliminary budget. Staff anticipates that Council may provide additional budget direction to the City Manager as a result of this review.

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

INTRODUCTION

Staff is preparing the City Manager's 2021-2022 Proposed Biennial Budget, 2021 – 2026 Capital Improvement Plan, and updating long-term financial projections as part of the budget process. Tonight's discussion will provide an opportunity for staff to share the latest financial projections and introduce some of the major policy issues that will be discussed during the 2021-2022 budget process. The 2021-2022 budget adoption schedule is, as follows:

Meeting Date	Subject
September 14	Discussing the 2020 Second Quarter Financial Report and a Preliminary View of the 2021-2022 Proposed Biennial Budget and the 2021-2026 Capital Improvement Plan
October 12	Presentation of the City Manager's 2021-2022 Proposed Biennial Budget and the 2021-2026 Capital Improvement Plan
October 19	Discussing the 2021-2022 Proposed Biennial Budget – Department Presentations
October 26	Discussing the 2021-2022 Proposed Biennial Budget – Continued Department Presentations and Capital Improvement Program
November 2	Public Hearing on the 2021-2022 Proposed Biennial Budget with Special Emphasis on 2021 Regular and Excess Property Tax Levies, to be Set by Ord. No. 902 and Revenue Sources
November 2	Public Hearing on the 2021-2022 Proposed Biennial Budget and 2021-2026 Capital Improvement Plan, to be Set by Ord. No. 903
November 9	Public Hearing on the 2021-2022 Proposed Biennial Budget and 2021-2026 Capital Improvement Plan, to be Set by Ord. No. 903
November 16	Adoption of Ordinance No. 902 – Setting the 2021 Regular and Excess Property Tax Levies
November 16	Adoption of Ordinance No. 903 – Adopting the 2021-2022 Biennial Budget, the 2021 Fee Schedule, the 2021 Salary Schedules, and the 2021-2026 Capital Improvement Plan

BACKGROUND

Council received a report of staff's preliminary estimate of the potential financial impacts of COVID-19 to the City of Shoreline at its meeting on April 20, 2020 (April update). On July 13, staff reviewed the first update to that preliminary estimate including a scenario from staff's 10 Year Financial Sustainability Model (10 YFSM). The first update incorporated revised factors from the Puget Sound Economic Forecaster at Western Washington University's (PSEF) June Update. Tonight, staff will be presenting the latest update to the 10 YFSM upon which the 2021-2022 proposed biennial budget will be developed. It is also based on the PSEF June Update, because they have not provided a more recent report. However, this forecast update is influenced by some real-time experience since the start of the pandemic and information from the Municipal Research and Services Center; however, there is still much that remains unknown. Staff continues to monitor actual experience closely in order to respond as quickly as possible should greater-than-anticipated losses be realized.

Most Economists are still predicting that the recovery will take on an “L” shape with economic activity that grows very slowly over time, however some economists believe that we might experience a “double dip” with another sharp downturn and quick recovery. In this update, we have looked at each revenue source individually to identify the most likely impact, recognizing that each will recover differently. The update includes changes to the projected revenue and expenditure forecast based upon updated economic indicators and economic experience. While this update incorporates additional sources of data, we caution that there continues to be a hefty dose of uncertainty built into this forecast that may later be revised as actual data provides a greater indication of the local impact of a socially distanced economy. Staff will continue to closely monitor both revenue and expenditure performance and recommend any necessary adjustments to Council.

2019-2020 Operating Budget

In the last update to Council, staff anticipated a \$6.2 million 2020 budget “gap” as a result of the Pandemic to be addressed by a combination of 2019 revenue collections being greater than projections, 2019 and 2020 expenditure reductions, and delaying or cancelling projects funded by one-time revenues. At this time, because we have better actual data and year end estimates for revenues and expenditures, staff is better able to estimate the net impact compared to budget for the biennium. Following is a comparison of the 2019-2020 Budget with 2019 Actual and 2020 Estimated results:

General Fund Results:

August 2020 Forecast	2019-2020 Budget	2019 Actual	2020 Year -End Estimate	2019-2020 Projected Total	2019-2020 Projected Vs. 2019-2020 Budget
+ Revenues	\$96.253M	\$48.698M	\$46.947M	\$95.645M	(\$0.608M)
+ Transfers In	\$2.705M	\$1.232M	\$1.473M	\$2.705M	\$0.000M
- Expenditures	(\$95.165M)	(\$41.225M)	(\$45.509M)	(\$86.734M)	\$8.431M
- Transfers Out	(\$10.600M)	(\$3.819M)	(\$6.870M)	(\$10.689M)	(\$0.089M)
= Provision/(Use) of FB	(\$6.807M)	\$4.886M	(\$3.959M)	\$0.927M	\$7.734M
- Use of GF to balance SF			(\$0.559M)	(\$0.559M)	(\$0.559M)
= Est. Provision/(Use) of FB			(\$4.518M)	\$0.368M	\$7.175M

Actual results for 2019 and year-end estimates for 2020 collections/expenditures reveals a forecasted biennial surplus of \$0.368 million with revenues and transfers in totaling \$98.350 million and expenditures and transfers out totaling \$97.982 million.

Projected 2019-2020 Operating (General and Street Funds) Budget Savings:

Routine monitoring and reporting on the City's actual revenues and expenditures is a critical part of the City's financial planning process and even more critical in times of uncertainty. As discussed below, departments have prepared detailed estimates of revenues and expenditures for the current fiscal biennium. The City's Second Quarter Financial Report provides more details and is available as Attachment A.

The projection for 2019-2020 expenditures is \$101.432 million and expected to be less than the current budgeted expenditures by \$6.252 million. Staff does not anticipate using any of the budgeted operational contingency or insurance reserve.

The projection for 2019-2020 revenues, excluding transfers in, is \$97.975 million and is less than the current budgeted revenues by \$0.893 million. Most of the City's major revenue streams are anticipated to be impacted by COVID-19, as reflected in staff's year-end estimates, including: property tax; sales tax; utility taxes; gambling taxes; business & occupation taxes; development fees; reimbursement from Sound Transit, as more work is anticipated to be completed than originally planned for in the current budget; Shoreline Secure Storage rents, which are less than staff's original estimates but still sufficient to cover operating and debt service (interest) costs; recreation, facility rental, and aquatics fees; and gas tax. Major revenue stream impacts are discussed below.

Sales Taxes:

The projection for sales tax for 2020 has increased from the May forecast based upon updated retail sales growth assumptions for the Puget Sound region. Taxable retail sales throughout the Puget Sound region and King County are expected to decline from the 2019 level by 8.2% and 10.4%, respectively. Staff's forecasting practice assumes that most of the Retail Trade sector's activity will change at 75% of the growth assumptions for the Puget Sound region. It is important to note that while retail sales taxes have been significantly impacted, construction sector sales taxes have exceeded projections and thus, total sales tax collections through July, buoyed by construction activity, have exceeded 2019 total sales tax collections. In spite of this more positive experience, staff continues to use our more conservative estimation practices for budgetary purposes.

The May 2020 forecast estimated 2020 collections would decline 17.9% from the June 2019 forecast to \$7.714 million. The August 2020 forecast estimates 2020 collections will decline 12.9% from June 2019 to \$8.178 million.

Local Criminal Justice Sales Tax:

The May 2020 forecast estimated 2020 collections would decline 21.2% from the June 2019 forecast. The August 2020 forecast estimates 2020 collections will decline 13.0% from the June 2019 forecast.

Business & Occupation Taxes:

Staff anticipates that Business & Occupation Tax collections will be \$0.138 million, or 12.9%, less than budget.

Gambling Tax:

The closure of gaming establishments for much of the second quarter and now the third quarter has significantly impacted gambling tax. The forecast for year-end is conservative anticipating that, even if the economy were to reopen later this year, there will be a slow return to the normal level of activity in the fourth quarter. As a result, we are continuing with our estimate of a 2020 shortfall from budget of \$1.049 million.

General Fund Ending Fund Balance:

The General Fund is projected to end 2020 with \$18.185 million of fund balance, which is \$14.050 million more than the minimum required balance of \$4.135 million. Of this amount, the City Manager has set-aside \$4.888 million in reserve for future improvements for a maintenance facility, thereby leaving \$9.162 million available for other uses. The Street Fund is projected to end 2020 with \$577,000, which will be above the minimum required balance of \$329,000.

2019-2020 Operating Budget Savings Recommendation:

As will be discussed later in this report, the 2021-2022 supplemental budget requests include one-time requests to support the Council's adopted goals and priorities. Staff anticipates that some of the projected one-time savings from 2020 will be used to fund one-time supplemental requests in 2021-2022 or other one-time needs as approved by the City Council. We also anticipate that some of the one-time requests approved in 2019-2020 but delayed in response to the downturn, will request carry-over to 2021-2022.

CARES Act & FEMA Funding:

While carefully managing our routine operational and project expenditures during this time, the City has also incurred many unbudgeted and critical expenses to respond to the COVID-19 Pandemic. Costs include grants to support our small businesses and non-project organizations, as well as increased costs to run programs and support telecommuting staff while City Hall is closed. Fortunately, the City anticipates that most of the additional costs incurred before November 30, 2020 will be reimbursed by the Federal Cares Act or FEMA. Staff are carefully monitoring these expenses to ensure that the full amount of award made to the City of Shoreline is used to support the community.

DISCUSSION

Overall Financial Health

The City continues to maintain a healthy financial position. As a result of the Council's strong financial policies, diligent financial management, and conservative budget planning, the City continues to maintain its AA+ bond rating and a Standard & Poor's (S&P) ratings outlook of "stable". The 2021-2022 budget will continue to comply with the City's financial and reserve policies with projected ending General Fund and Street Fund reserves in excess of requirements.

2021-2022 Proposed Preliminary Biennial Budget

At this time the 2021-2022 proposed preliminary biennial budget is balanced in all funds. The City Manager will be recommending a budget that balances fiscal restraint in this unprecedented time while maintaining service levels and supporting the accomplishment of Council goals and priorities.

Restructuring of Parks, Recreation and Cultural Services Department:

The announcement of the retirement of the Parks, Recreation and Cultural Services Director provided an opportunity to consider changes in the current structure. The COVID-19 pandemic has affected the City's ability to offer normal recreation and event programs. It has also created significant budget uncertainties. As a result, the City will implement an interim plan with the goal of creating some financial savings and staffing efficiencies. The focus will continue to be on the delivery of important recreation and park services to the community.

Recreation & Community Services Department: Many cities closely align recreation programs with community and human services. Therefore, recreation, cultural services, and public art divisions have been combined with the existing programs of the Community Services Division. This new department will become the Recreation & Community Services Department. Combining these services provides an opportunity to be innovative in collaborating with and serving the community. It also provides an opportunity to explore their connections for the short- or long-term. Creation of this new Department will elevate the City's focus on human services, environmental services, and diversity/inclusion. The current Community Services Manager, Colleen Kelly will become the Interim Director for this new department. The Community Services Manager position will be filled by Bethany Wolbrecht-Dunn, our current Grants Coordinator. The currently vacant Recreation Administrative Assistant III position will be held open until recreation programming can return to normal operations, with support being provided by other administrative staff within the Recreation Division.

Parks, Facilities, and Fleet Divisions: Parks maintenance staff in the Parks Operations Division will join staff in the Fleet and Facilities divisions of the Administrative Services Department. In addition to maintaining the City's facilities, the Facilities Division oversees the janitorial contracts for park restrooms. Additionally, our current Fleet & Facilities Manager has significant experience in parks operations and will use that experience to our advantage as the City's Parks, Fleet & Facilities Manager. Combining park and facilities maintenance staff will strengthen the operational connection of maintaining all the City's facilities and public trees.

Grants Coordination: The current Grants Coordinator position will be held vacant during the interim period. The work will be accomplished through a combination of decentralization and outsourcing. Oversight for the function will move to the Recreation and Community Services Department where Bethany Wolbrecht-Dunn will continue to maintain high level oversight.

Personnel:

The 2021-2022 proposed preliminary budget decreases the net number of full-time equivalent (FTE) positions in the City's personnel complement from the 2020 total by

4.2 FTE. This number reflects the following, which is also discussed in more detail later in this report:

- Closure of the Shoreline Pool eliminating 5.075 FTEs;
- Addition of a proposed 0.50 FTE Housing and Human Services Coordinator;
- Addition of 1.00 FTE Engineer 3 and 1.00 FTE Transportation Specialist to support delivery of transportation related capital projects within the Roads Capital fund;
- Changes to FTEs according to staffing needs during phases of various projects, including elimination of limited-term positions as terms come to an end; and,
- In addition to the reduction in budgeted FTEs the City is currently leaving three positions vacant: Grants Coordinator, Clerk Office Administrative Assistant II and Recreation Administrative Assistant III. Staff will monitor the on-going impacts of the COVID pandemic on City operations and the need for filling vacant positions.

Housing and Human Services Coordinator. This position will serve as the staff lead on issues related to the City's affordable housing program. At the outset this will involve responsibility for the City's Multi-Family Tax Exemption (MFTE) and inclusionary housing program as well as general oversight related to implementation of strategies developed through the Shoreline Housing Action Plan. Additional capacity, if any, will be applied assisting with human services contracting. Funding for this position comes from the reallocation of funding currently in place for contracted services used in administering the City's MFTE program and a portion of savings by leaving the Grant Coordinator position vacant.

Engineer 3/Lead Project Manager. The Capital program has struggled to deliver projects according to desired timelines and additional grants have been received to move major projects into design and right-of-way acquisition phases. An additional highly qualified engineering/project management FTE is needed to deliver projects per schedules. In particular, several large complex capital projects with federal funding need an experienced Project Manager to manage and provide oversight and guidance on other federally funded projects.

Transportation Specialist. The Roads Capital Fund has five large complex, federally funded projects that are in design and will require property acquisition. The size and complexity of the projects make it difficult for the Project Manager to perform all of the tasks necessary to keep the projects on track. Specifically, property acquisition requires extensive coordination, documentation and following of complex processes to meet the requirements for federal funding. This position would support property acquisition for all five projects as they progress and provide other support to ensure compliance with federal requirements. This position could be Term Limited through 2024 and then evaluated for on-going need.

Reclassification of Assistant Planner to Associate Planner. The City Planning Manager and Planning & Community Development Director have noted the advantages of having highly trained Planners with multiple years of experience performing more complex permit reviews especially those reviews that involve critical areas. The Associate

Planner position is classified to support these more complex specialized reviews whereas the Assistant Planner position is very entry level.

Positions Associated with Specific Projects: The following positions were needed to accomplish specific projects. As noted in prior budget discussions when the demand for these positions diminish and supporting revenue is not available, the positions would be eliminated.

- *Finance Technician (Financial System Replacement Backfill Term-Limited to 12/31/2020):* The 2021-2022 proposed budget reflects the reduction from 1.00 FTE in 2020 to 0.625 FTE in 2021, returning this position to its originally budgeted level.
- *Light Rail Project:* The 2021-2022 proposed biennial budget reflects the following changes to positions permitting and coordinating the Lynnwood Link Extension Light Rail Project. Most are term-limited positions. Funding is provided via an agreement with Sound Transit:
 - Administrative Assistant II: Reduced from 0.75 FTE in 2020 to 0.50 FTE in 2021.
 - Senior Planner: Eliminated 1.00 FTE in 2021.

Closure of the Shoreline Pool: The closure of the Shoreline Pool in 2020 resulted in the elimination of the following positions:

- PRCS Supervisor 2 – Aquatics: 1.00 FTE
- Recreation Specialist III – Aquatics: 1.00 FTE
- Senior Lifeguard: 3.075 FTE

The following table exhibits the changes in staffing levels by department and fund for each year of the next biennium and reflects the restructuring discussed above:

2021 FTEs by Fund and Department										
Department	City Facilities									
	General Fund	Street Fund	Public Arts Fund	General Capital Fund	Major Main. Fund	Roads Capital Fund	Surface Water Utility	Wastewater Utility	Vehicle Operations Fund	Total
City Council	7.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	7.000
City Manager	22.250	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	22.250
Recreation & Community Services	26.980	0.000	0.250	0.000	0.000	0.000	0.000	0.000	0.000	27.230
City Attorney	3.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	3.000
Administrative Services	34.425	0.000	0.000	0.500	0.000	0.000	0.000	4.050	0.000	38.975
Human Resources	3.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	3.000
Parks & Recreation	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Planning & Community Development	22.820	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	22.820
Public Works	15.730	9.320	0.000	0.730	0.000	14.030	16.310	10.180	0.000	66.300
2021 TOTAL	135.205	9.320	0.250	1.230	0.000	14.030	16.310	14.230	0.000	190.575
2020 TOTAL	138.525	9.300	0.250	2.110	0.000	11.270	17.020	14.150	2.150	194.775
Difference between 2021 and 2020	-3.320	0.020	0.000	-0.880	0.000	2.760	-0.710	0.080	-2.150	-4.200

2022 FTEs by Fund and Department										
Department	City Facilities									
	General Fund	Street Fund	Public Arts Fund	General Capital Fund	Major Main. Fund	Roads Capital Fund	Surface Water Utility	Wastewater Utility	Vehicle Operations Fund	Total
City Council	7.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	7.000
City Manager	22.250	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	22.250
Recreation & Community Services	26.980	0.000	0.250	0.000	0.000	0.000	0.000	0.000	0.000	27.230
City Attorney	3.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	3.000
Administrative Services	34.425	0.000	0.000	0.500	0.000	0.000	0.000	4.050	0.000	38.975
Human Resources	3.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	3.000
Parks & Recreation	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Planning & Community Development	22.820	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	22.820
Public Works	15.730	9.320	0.000	0.730	0.000	14.030	16.310	10.180	0.000	66.300
2022 TOTAL	135.205	9.320	0.250	1.230	0.000	14.030	16.310	14.230	0.000	190.575
2021 TOTAL	135.205	9.320	0.250	1.230	0.000	14.030	16.310	14.230	0.000	190.575
Difference between 2022 and 2021	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000

A table of budgeted positions and FTEs is included as Attachment B.

Salary and Benefit Considerations:

- *2021-2022 Cost of Living Adjustments (COLAs):* As was noted in the 2019-2020 biennial budget, beginning in 2021, the State minimum wage increases will be set at 100% of CPI. As a result, the 10 YFSM anticipates increasing the COLA adjustments to 100% of the June-to-June percentage change of the Seattle/Tacoma/Everett Consumer Price Index-All Urban Consumer (CPI-U). The 2021-2022 proposed preliminary biennial budget will include a recommended 0.87% COLA for 2021 and forecasted to be 1.73% COLA for 2022, which, if needed, will be revised during the mid-biennium process once the actual CPI-U for 2022 is known.
- *Health Benefits:* The City obtains medical plans through the Association of Washington Cities (AWC). The allotment strategy for health benefit premiums are outlined in Ordinance No. 799. This strategy will increase the City allotments from the \$1,019 minimum and \$1,933 maximum per month to \$1,055 minimum (3.53% increase) and up to \$2,070 maximum.
- *Extra Help Salary Table:* Initiative 1433, passed by voters in November 2016, set the minimum wage at \$13.50 in 2020, with increases at 100% of CPI starting in 2021. The extra help salary table has been adjusted by 100% of CPI for 2021 and 2022 to accommodate minimum wage increases mandated by the initiative.

Investments:

The City Manager is recommending various supplemental requests to meet organizational priorities that allow for the effective delivery of priority public services and completion of Council Goals while maintaining flexibility to respond to the potentially volatile economic landscape. The City Manager's 2021-2022 Proposed Budget will include a recommendation to fund the following one-time items with projected one-time savings and on-going items with on-going revenue.

Council Goals:

The following recommended investments support the 2020-2022 Council Goals and Work Plan. More information about these goals is available from the following link: <https://www.shorelinewa.gov/government/elected-and-appointed-officials/shoreline-city-council/city-council-goals>

- *Goal 1:* Strengthen Shoreline's economic climate and opportunities
- *Goal 2:* Continue to deliver highly-valued public services through management of the City's infrastructure and stewardship of the natural environment
- *Goal 3:* Continue preparation for regional mass transit in Shoreline
- *Goal 4:* Expand the City's focus on equity and inclusion to enhance opportunities for community engagement
- *Goal 5:* Promote and enhance the City's safe community and neighborhood programs and initiatives

Human Services Funding:

- The 2021-2022 Proposed Budget continues to increase funding for human services to reach the City Council's goal of committing 1.0% of recurring General Fund revenues to human service providers with the allocation for 2021 at 0.95% and for 2022 at 1.00%.

One-Time Funding Requests:

- *Permitting Cost Recovery Update (\$50,000)*: This evaluation will update the 2016 Permitting Cost Recovery evaluation using current permit transaction data to evaluate the actual cost of service for each unique permitting activity. Staff will review and update the cost recovery guidelines identified in 2016 and recommend updates to the City's permitting fee schedule. While permit fees are being increased by CPI each year, the initial intent was to update the analysis every four to six years to ensure that fees are in line with current cost recovery objectives.
- *Comprehensive Plan Element Update (\$40,000)*: For some of the Comprehensive Plan Elements, there are opportunities for efficiencies and cost savings through a collaborative approach with related functional plans scheduled for updates before the end of 2023. Updates to individual plans, such as the Transportation Master Plan, will have separate costs in addition to the Comprehensive Plan Element Update. In an effort to combine resources and prevent meeting fatigue for both the public and City, staff proposes that some updates be considered concurrently with the development or update of other relevant plans. For example, the following Element reviews and plan updates could be combined:
 - Transportation Element with Transportation Master Plan (TMP), target deadline by December 2022, required adoption by 2023.
 - Parks, Recreation, and Open Space (PROS) Element with the PROS Plan Update, deadline July 2023.
 - Economic Development Element with Economic Development Strategic Plan Update, deadline December 2023.
 - Natural Environment Element with the Climate Action Plan Update, target deadline 2022.
- *Climate Action Plan Update (\$55,020)*: On September 30, 2013, Council adopted the Shoreline Climate Action Plan, thereby committing to reduce community greenhouse gas emissions. That plan needs to be updated to reflect an updated greenhouse gas emissions inventory, scheduled to take place in early 2021 using staff resources, and new technologies and programs now available for a changing community. The updated Climate Action Plan will outline timely strategies to further reduce community greenhouse gas emissions over the next five years.
- *2022 Levy Lid Lift Engagement and Election Costs (\$121,000)*: The City of Shoreline's 10 YFSP includes a Levy Lid Lift (LLL) that will expire at the end of 2022. This supplemental would support engagement of the community in review of the City's 10YFSP and validate the need to consider renewal of the LLL, including a potential community survey. It also supports election costs for a potential LLL proposition.
- *Shoreline North/185th Pedestrian Bridge Partnership Commitment (\$100,000)*: Sound Transit went through an extensive cost reduction process for the Lynnwood Link Extension Project in 2018, during which the City agreed to the moving of the parking garage for the Shoreline North/185th Station from the west side of I-5 to the east side. During redesign of the station site, the City and King County Metro strongly supported putting the bus transit loop on the top of the garage with the bust entrance from 185th Street, instead of having the transit loop

under the garage with the entrance from 8th Avenue NE. This recommendation was made to improve bus operations and transit connections to both the north and south bound light rail platforms. In order to offset the additional cost of a pedestrian connection between the transit loop and the north end of the light rail station, Sound Transit asked for financial support from King County metro and the City before they would commit to this design option. The public benefit of better traffic patterns, reduced operational time for busses, and direct connection from the transit stops on the garage roof to the light rail platforms at both the north and south ends is important enough that the City Manager agreed to this funding request from Sound Transit to ensure the best redesign option for transit users and traffic through the neighborhood. King County Metro also committed the same amount of funding to ensure this outcome in the design for the Shoreline North/185th Station.

Asset Maintenance & Efficiencies:

Ongoing Funding Requests:

- *Addition of Westminster Way N and N 155th Street Landscape Planting Beds (\$27,419):* The frontage improvements along Westminster Way N and N 155th Street will add new landscape assets that need to be maintained. Improvements pertinent to this request include the installation of a new underground irrigation system and hundreds of new small and large landscape shrubberies. A well-maintained and aesthetically pleasing landscape supports continuing redevelopment of the Shoreline Place Community Renewal Area (CRA) and adjacent properties.
- *Sewer Line-Rapid Assessment Tool (SL-RAT) (\$6,000):* The SL-RAT is used to inspect pipe systems using acoustics to determine where sewer blockages, grit and/or grease buildup exist. It does this by measuring the dissipation of sound energy through the airspace within the pipe between the sewage flow and the pipe wall. This diagnostic tool provides information to staff in order to assist in the prioritization of maintenance cleanings based on the degree of blockage or buildup within sewer line pipe segments.
- *Cathodic Protection Inspection Program (\$15,000):* To preserve the condition of the steel fabricated sewage lift station dry wells, corrosion monitoring is required on a periodic basis. Cathodic Protection (CP) is a technique used for prevention of corrosion by making a metal, which would ordinarily behave like an anode and corrode, instead behave like a cathode and reduce or eliminate corrosion attack. To verify the functioning of the sewage lift station cathodic protection systems they should be evaluated periodically in conformance the standard criteria and procedures of the National Association of Corrosion Engineers (NACE). As such, specialized knowledge and testing services are required to evaluate and report on the efficacy of the installed cathodic protection systems.
- *Sewage Lift Station Pump and Motor Vibration Analysis (\$7,000):* The benefits of regularly scheduled vibration analysis on the sewage lift station pumps and motors include:
 - Provides an early indicator of machine health which can reduce parts and labor expenses when vibration analysis reveals a problem with a small

- less expensive part which is replaced in time to prevent catastrophic failure.
 - Scheduled maintenance to replace individual machine components minimizes downtime as well as eliminating the need for emergency overtime for unscheduled repairs or equipment replacement.
 - Data-driven maintenance is achieved without diagnostic guesswork.
 - Corrective maintenance action is planned rather than reactive.
- *Sewage Lift Station Thermographic Imagery Analysis (\$7,000)*: The benefits of regularly scheduled thermographic imagery on the sewage lift station pumps, motors and electrical control panels include:
 - Provides an early indicator of machine health which can reduce parts and labor expenses when vibration analysis reveals a problem with a small less expensive part which is replaced in time to prevent catastrophic failure.
 - Scheduled maintenance to replace individual machine components minimizes downtime as well as eliminating the need for emergency overtime for unscheduled repairs or equipment replacement.
 - Data-driven maintenance is achieved without diagnostic guesswork.
 - Corrective maintenance action is planned rather than reactive.

Operational Cost and Workload Increases:

One-Time Funding Requests:

- *Professional Services to support Development Review (\$117,000)*: With the increased level of development review, there is an on-going need to utilize consultants to provide development review support to meet level of service goals for plan review. Professional services have been utilized over the last several years to provide extra capacity to support staff. These funds are budgeted in contingency and will be requested by Public Works as workload demands.
- *Collective Bargaining – Successor Agreement (\$15,000)*: The labor agreement that is currently being negotiated between the City and Teamsters Local 763, representing the City's maintenance crews, will likely expire on December 31, 2022. In the summer of 2022, bargaining will occur for a successor agreement. This allocation will be used to retain the services of a consultant who will serve as a lead negotiator for this process and who will assist the City in bargaining and drafting of contract language.
- *Compensation Study (\$50,000)*: In 2015 the City of Shoreline contracted the services of Ralph Anderson & Associates to conduct a full classification and compensation study for the organization. Each year since 2015 one third of the identified benchmark job classifications are reviewed to ensure the wage rate assigned to these positions remains competitive with the market. The compensation strategy adopted at that time (2015) also included a recommendation to conduct another full compensation review of all benchmarked positions again in 2022. This funding will be used to contract the services of a compensation consultant to perform this research and analysis.
- *Early Replacement of Existing Street Sweeper (\$27,676)*: The City's street sweeper provides a critical service by cleaning debris, pollutants and other material that may enter the Puget Sound and other natural waterway and

retention systems. The City's street sweeper is used extensively by the Street Operations Division. For this reason, street sweepers have a relatively short life cycle before maintenance and other repairs begin to increase. The City's existing street sweeper, which is a 2015 model year, was scheduled for replacement in 2023. However, as costs increase, staff are requesting to replace it in 2021. The existing sweeper requires a complete replacement of the power head that contacts the roadway surface. Because of the time required to procure a street sweeper, staff will move forward with repair of the current sweeper but recognize the need to accelerate the replacement schedule.

Ongoing Funding Requests:

- *Overtime Budget for Permits and Inspections (\$24,000):* There has historically been a need for overtime in the Permit Services and Building & Inspections Divisions of the Planning & Community Development Department (PCD) to cover customer needs in permit processing, application review, and inspections, and this will ensure PCD has the appropriate budget for these expenditures. Especially now, timelines and demand for permit processing and inspections can vary, but staff wants to make sure we continue to provide the same level of service to individuals and businesses in Shoreline.

Efficiency & Effectiveness:

One-Time Funding Requests:

- *Surface Water Vactor Rental of Down-fleeted Wastewater Vactor (\$20,901):* The down-fleeted Wastewater vactor vehicle will be rented by the Surface Water Utility and used as a training vehicle for Streets/Surface Water maintenance personnel. The vehicle will be deployed to clean catch basins, hydro-excavate for catch basin or pipe repairs and otherwise allow the Surface Water Utility to pilot having in-house vactor truck capability. Information gained during the pilot period will be used to determine the cost-benefit of bringing these services in-house or continuing to contract them out.

Ongoing Funding Requests:

- *Ronald Wastewater District Record Management Integration (\$46,000):* The cataloguing, organizing, preservation and destruction of Ronald Wastewater District (RWD) public records started under the Operating Service Agreement but was halted due to the presence of mold in the file boxes. The mold was caused by moisture intrusion in the record storage areas. As a result, these documents need to undergo a microbial disinfecting to prevent personnel processing the records from adverse health issues. This is a specialized service that must be contracted out.

Technology Investments:

Ongoing Funding Requests:

- *Wastewater AutoCAD and ArcGIS Data Reconciliation (\$78,112):* RWD has historically used AutoCAD software for electronic asset record keeping and mapping purposes. This continues to be the case under the Operating Service

Agreement where former RWD, and now, City employees continue to use AutoCAD software. Whereas, the City uses ArcGIS software to support its electronic asset record keeping needs primarily for its asset management and mapping programs. Reconciliation of this approach in electronic data management and record keeping will improve the efficacy and usability of the wastewater asset data for capital project planning, maintenance, and permitting activities.

- *Public Records Request Software (\$17,400)*: The City Clerk's Office (CCO) would like to implement a fully hosted cloud solution to manage the approximate 344 public records requests (PRR) it receives annually. Since 1995, the City's PRR process has been managed centrally by the CCO to ensure compliance with the Public Records Act (PRA), and to provide efficient and uniform service to all requestors. Currently, the CCO accepts requests through an online form on the City's website (shorelinewa.gov); manually enters each request into SharePoint to be disseminated internally; communicates over Outlook with staff; keeps both an electronic and paper record log to document how requests were processed and the search that was performed; uses a shared network drive to collect records from staff; accepts cash or check only; and delivers records to requestors over SharePoint OneDrive. While this process has been working, it is not an efficient way to process requests and it has left the City vulnerable for PRA non-compliance in certain areas.
- *Contract Routing Software (\$33,200)*: This funding would be used to replace the City's Contract Routing tool, which was developed in-house using SharePoint, with a vendor supported Software-as-a-Service cloud application. The current application was developed as an interim solution, does not meet all the City's functional needs, and requires significant technical staff time to support. By no longer supporting a custom solution Shoreline will free-up valuable internal resources to implement back-logged projects and improve internal web processes.

One-Time Capital Improvement Plan General Fund Support:

The 2019-2020 budget for the Capital Improvement Plan (CIP) utilizes General Fund contributions to support the following projects:

General Fund Contributions to Projects	Biennial Budget	Amount Spent BTD	Budgeted General Fund Support	Amount Transferred
General Capital Projects				
City Hall	\$190,000	\$32,168	\$190,000	\$0
Police Station at City Hall	\$135,919	\$66,341	\$1,885,729	\$0
City Maintenance Facility	\$1,746,614	\$765,430	\$1,112,254	\$343,027
Parks Repair & Replacement	\$533,582	\$192,643	\$100,000	\$75,000
Echo Lake Park Improvements	\$195,793	\$191,509	\$162,329	\$162,329
Playground Replacement	\$1,000,000	\$620,739	\$200,000	\$100,000
Soccer Field Rental Contribution	N/A	\$89,728	\$260,000	\$130,000
Parks Improvements-Sound Transit	\$113,000	\$0	\$113,000	\$0
Roads Capital Projects				
Sidewalk Rehabilitation Program	\$1,757,534	\$124,443	\$305,034	\$228,776
Trail Along the Rail	\$329,117	\$1,563	\$203,144	\$1,473
147 th /148 th Non-Motorized Bridge	\$2,083,838	\$543,089	\$281,318	\$51,901
185 th Corridor Study	\$390,691	\$354,535	\$390,691	\$336,846
160 th and Greenwood/Innis Arden	\$101,548	\$131,836	\$101,548	\$101,548
Driveway Relocation Richmond Beach Rd	\$60,000	N/A	\$60,000	\$0
Transfer of Gambling Tax	N/A	N/A	\$195,302	\$97,651

The timing of various projects has shifted and is reflected in the attached fund summaries (Attachment C). The discussion of the 2020 ending fund balance for the General Fund discussed in the 2019-2020 Operating Budget section above does not reflect the shift of the programmed use of General Fund contributions from 2019-2020 to the 2021-2022 proposed budget accordingly with the timing of certain projects. Additionally, the proposed 2021-2026 CIP reflects this shift.

2021-2022 Operating Budget Revenues

The May 2020 stress test presented to the City Council on July 13 noted that the 2021-2022 biennium was previously forecast to provide a surplus of \$1.6 million, but the stress test forecast a \$4.9 million loss of revenue resulting in a shortfall of \$3.3 million. The 2021-2022 Proposed Biennial Budget incorporating revenue and expenditure budgets, including the closure of the Shoreline Pool, and the changes discussed above, developed through this year's budget process, is forecast to have a shortfall of \$1.314 million. Because the General Fund 2020 Ending Fund Balance is projected to have adequate resources, staff are recommending the use of fund balance to provide resources to cover this shortfall and balance the budget. This approach reserves the City's Revenue Stabilization Fund (our "Rainy Day" reserves) to respond to any unanticipated revenue shortfall should the economic impacts prove to be greater than forecasted. Should Council prefer to not use the City reserves to balance the budget, additional reductions in staffing and service levels would need to be made. Savings from positions being held vacant have not been taken into consideration at this point.

2021 and 2022 Regular Property Tax Levies:

2021: Property tax levy increases by local governments are limited to the lower of the Implicit Price Deflator (IPD) or 101% without voter approval. The Revised Code of Washington (RCW) Chapter 84.55.005 and Washington Administrative Code (WAC) Section 458-19-005 provide the limit factors and processes which the City must follow in adopting its property tax levy. For cities with a population of 10,000 or greater, the limit factor is the lesser of 100% plus inflation, as measured by the IPD, or 101% of the

previous year's levy. While the King County Assessor's Office has not yet released preliminary assessed valuation (AV) for the City, staff's estimated increase of 3.8% based on available information will allow the City to take advantage of the provision in Proposition 1 to increase the property tax levy by the June-to-June percentage change in the CPI-U index, which equals 0.87%.

For a city with a population of 10,000 or greater having made a finding of substantial need; the limit factor is the lesser of 101%, or in the City's case, the June-to-June percentage in the CPI-U index, or the limit factor contained in the ordinance of substantial need. Therefore, the City Council would be required to adopt a 2021 property tax levy limited to an increase of 0.87% from the 2020 levy plus new construction and refunds, unless the City Council adopts an ordinance that declares a finding of substantial need which would allow for a levy increase of 1.00% plus new construction and refunds.

With the inclusion of new construction AV estimated at \$63.8 million, the resulting estimated 2021 property tax levy at 0.87% would be \$14.106 million while the projected levy rate would decline from the current levy rate of \$1.19583 to an estimated \$1.16166 per \$1,000 of assessed valuation. The preliminary estimate for City's regular property tax levy assumes a 100% collection rate, and is \$190,000, or 1.4%, more than the 2020 regular property tax levy.

2022: It is anticipated the City will be able to take advantage of the provision in Proposition 1 to increase the property tax levy by the June-to-June percentage change in the CPI-U index, which is forecast at 1.73%. With the inclusion of new construction AV forecast at \$68.6 million, the resulting estimated 2022 regular property tax levy would be \$14.430 million, which is \$324,000, or 2.3%, more than the estimated 2021 regular property tax levy.

Where property tax revenues are at risk for next year is in the commercial sector if any brick-and-mortar retail, food service and entertainment businesses close for good. It is presumed that overall revisions probably won't exceed 5% in that one sector, but the direction is likely to be downward. Office buildings could face a similar impact, although national experts expect those to become more visible in 2022, not right away. Nonresidential property assessments may remain suppressed for several years until vacant leases re-fill. A decrease in the City's AV will drive the levy rate upward but will not likely reach the \$1.60 limit.

It is important to note that staff closely monitors collections because while property tax is considered relatively stable, it is subject to each property owners' ability to pay, so staff anticipates the City may experience a greater-than-historical level of delinquencies resulting from the COVID-19 pandemic. It is also possible that the King County Assessor's Office will reduce AV, in which case the City would likely still be able to take advantage of the provision of Proposition 1 as discussed above.

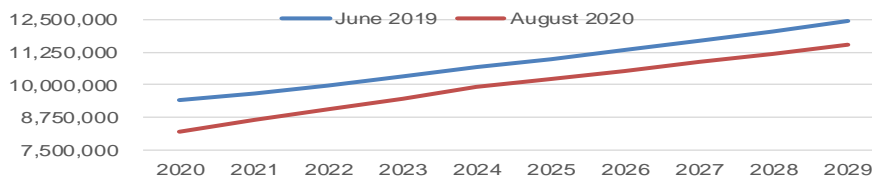
2021-2022 General Fund Operating Revenues:

- **Sales Tax Revenue:** Shoreline assumes that taxable sales will increase at 75% of the growth assumptions for the Puget Sound region, in keeping with past forecasting

practices. The projection for sales tax for 2021 and 2022 has increased from the previous May 2020 forecast based upon the updated retail sales growth assumptions for the Puget Sound area and Shoreline's recent experience but are forecast to remain below prior revenue peaks. Internet sales are becoming even more important, significantly offsetting the sales slump in physical stores. Local sales taxes from brick-and-mortar stores will be hardest hit. Receding but lingering unemployment will continue to be a drag on income and sales taxes all year long, at least until the late-2021 holiday shopping season. Projected revenue of \$8.623 million in 2021 reflects a 5.5% increase over the 2020 estimate. Projected revenue of \$9.071 million in 2022 reflects a 5.2% increase over the 2021 budget.

Projection	2020	2021	2022	2023	2024
June 2019	9,391,258	9,669,234	9,981,484	10,303,041	10,648,610
August 2020	8,177,689	8,623,063	9,070,770	9,439,372	9,894,815
Change	(1,213,569)	(1,046,171)	(910,714)	(863,669)	(753,795)

Projection	2025	2026	2027	2028	2029
June 2019	10,991,380	11,338,099	11,694,615	12,062,599	12,442,252
August 2020	10,192,405	10,535,568	10,852,904	11,170,189	11,510,646
Change	(798,975)	(802,531)	(841,711)	(892,410)	(931,606)



- **Business & Occupation Tax Revenue:** The Business & Occupation Tax adopted by the City Council in December 2017 became effective January 1, 2019. Staff anticipates that B&O Tax collections will experience a reduction from the previously forecast level of collections. While 2020 is estimated to come in 37.9% less than 2019, 2021 and 2022 are forecast to experience year-over-year growth of 4.8% from the 2020 year-end projection.
- **Local Criminal Justice Sales Tax Revenue:** King County taxable retail sales are expected to be less than previously forecast, which results in an estimated shortfall from previously forecast levels. While 2020 is estimated to come in 15.7% less than 2019, 2021 and 2022 are forecast to experience year-over-year changes of 6.7% and 3.7%, respectively.
- **Gambling Tax:** The closure of gaming establishments for much of the second and third quarter 2020 and anticipation that there will be a slow return to the normal level of activity, staff are forecasting an estimated reduction of \$0.887 million in 2021 and an ongoing reduction in this revenue stream of \$0.187 million in 2022 and beyond.
- **Development Revenue:** The August 2020 forecast anticipates fewer housing permits to be issued each year through 2029 as compared to any of the past five years. Development fees may be impacted in the near-term by the temporary suspension of construction, but this may only result in a delay in timing of permit applications.
- **Liquor Excise Tax:** Staff projects, based on the most recent per capita estimates, that the City will receive \$332,000 in 2020, which is 6.9% more than 2019 receipts, \$323,000 in 2021, which is a decrease of 2.9% from the 2020 revised projection, and \$331,000 in 2022, which is an increase of 2.7% over the 2021 projection.
- **Fuel Tax:** Revenue from Fuel Tax is based on the number of gallons sold, not the dollar value of the sales. Therefore, the 2020 distribution will be impacted in the near-term by the Stay Home – Stay Healthy Order but may also be impacted in the

long-term like the decline in consumption experienced during the Great Recession. Fuel Tax distributions to Shoreline are anticipated to be 17.7% less in 2020 than in 2019 and increasing from that level in 2021 and 2022 by 13.1% and 6.0%, respectively. Staff have tempered MRSC recommendations based upon Shoreline traffic modeling data. The Fuel Tax does not provide sufficient resources for the City's streets crews to perform the services that the citizens expect from our existing transportation network; therefore, the General Fund provides the Street Fund a subsidy to ensure resources are available. The 2021-2022 proposed biennial budget reflects an increase of the General Fund subsidy of the Street Fund to backfill any decreased revenues in the Street Fund.

Fee Schedules

- *Fee Schedules:* Generally, fees included in the fee schedules are increased from the current year's level by the June-to-June percentage change of the Seattle / Tacoma / Bellevue Consumer Price Index-All Urban Consumer (CPI-U; link to historical table: <https://data.bls.gov/timeseries/CUURS49DSA0>). Unless otherwise discussed below, many fees presented in the 2021 proposed schedule will be increased by 0.87% and fees presented in the 2022 proposed schedule will be increased by the forecast change of 1.73%. The text in the fee schedules may have changed with deletions shown as ~~strike through~~ and additions shown as **bold**.
- *Park, Aquatic and Recreation Fees:* The Parks, Recreation and Cultural Services (PRCS) Department performed a comprehensive cost recovery evaluation in 2015 identifying cost recovery objectives for the various PRCS fees. Since that time PRCS performs cost recovery evaluation on a subset of their fees annually to ensure that fees continue to meet identified objectives and stay competitive in the market. Fees not evaluated each year are adjusted by CPI-U as described above. Attachment D describes the many changes to the proposed fee schedule.
- *Impact Fees:* Transportation and Park Impact Fees are adjusted by the same percentage changes in the most recent annual change of the CCI published in the Engineering News-Record (ENR) for the Seattle area. Application of the ENR CCI results in a year-over-year increases for 2021 and 2022 of 0.9% and 3.2%, respectively.
- *Surface Water Management Rates:* The City Council provided direction to staff to pursue the Proactive Management Strategy for the 2018 Surface Water Master Plan update. The 2021 and 2022 Surface Water Management fees reflect the financial impacts of the Proactive Management Strategy as was presented to the City Council in development of the 2018 Surface Water Master Plan.
- *Damage Restitution Administrative Fee:* An administrative fee to cover a portion of the cost of collecting information and processing damage restitution invoices. This fee shall be added to the amount of calculated restitution necessary to repair, replace or restore damage to City property when invoiced. The administrative fee may be reduced or waived as provided.

Major Contracted Programs

Jail Activity: Projections for the 2021-2022 proposed preliminary budget, along with future forecasts, are based on activity trends over the last couple of years, the number of guaranteed beds at the South Correctional Entity (SCORE), and an inflation rate factor outlined in the interlocal agreement (ILA) with King County. Beginning in 2016, inmates serving a sentence longer than three days are being housed at the Yakima County Jail. The current contract with SCORE is being continued as the City's primary booking facility. In 2020, projected jail housing days and costs are impacted by a COVID-19 outbreak at the Yakima County Jail that resulted in suspension of our use of the jail. At the same time, SCORE has also decided to bill the City for the actual number of beds used rather than the minimum number of guaranteed beds. Additionally, a change in sentencing philosophy appears to be resulting in fewer jail days overall. All of these factors have resulted in significant savings in our Jail budget in 2019 and 2020. In response to this actual experience and the face of reduced revenues, the 2021-2022 budget has been reduced to better align the budget with the actual and projected experience. Staff will continue to monitor this potentially volatile expense and the associated cost drivers closely.

- *Police Contract:* The 2021-2022 proposed preliminary budget reflects the results of negotiations for the King County Sheriff's Office (KCSO) guild contract. Staff projects that the 2021 police services contract will total \$13.626 million, which is 2.9% more than the 2020 police services contract and the 2022 police services contract will total \$14.047 million, which is 3.1% more than the 2021 police services contract. The first detailed estimate will be provided by KCSO in late September or early October. For future years (2023 onward), staff has assumed an annual escalator of 3.5%.

2021 – 2026 Capital Improvement Plan (CIP)

The 2021-2022 proposed biennial budget will include the proposed 2021-2026 Capital Improvement Plan (CIP). Its development included staff's review of the current 2019-2024 CIP, City Council direction, the City's various master plans, and projected available revenues. As Council is aware, there are limited capital funds available for the many capital needs of the City. New projects recommended in the CIP are funded through a combination of increased revenues, grants, and, in some instances, General Fund contributions. Attachment C to this staff report provides the fund summaries for all four capital funds.

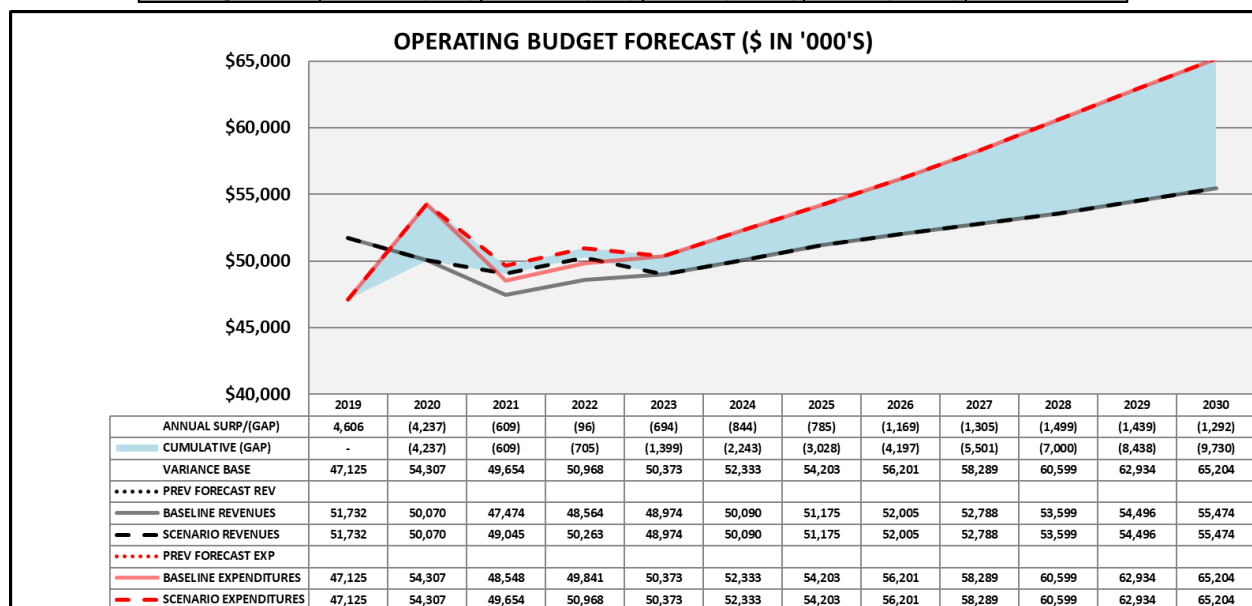
2021 – 2030 10 Year Financial Sustainability Model Operating Budget Projections

The City Council reviewed and accepted the Ten-Year Financial Sustainability Plan (10 YFSP) on June 16, 2014. The Ten-Year Financial Sustainability Model (10 YFSM) has since been utilized in presenting the long-term financial projections since 2015. In staff's opinion, the model is having the effect on budget planning that was desired by the Council as the Administrative Services Department is monitoring the City's progress in relation to the Financial Sustainability Model. The update for the budget process includes incorporating changes to the projected revenue and expenditure forecast

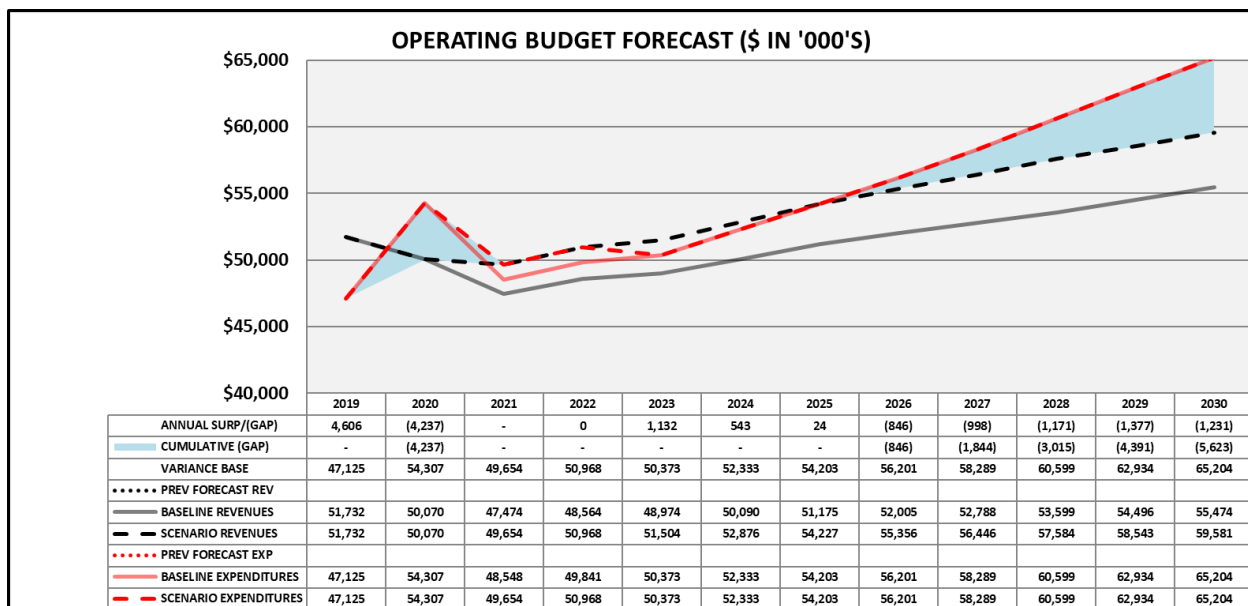
based upon updated economic indicators and actual experience. The forecast presented in this report presents the forecast at 100% for revenues and expenditures. The May 2020 stress test presented to the City Council on July 13 noted that the 2021-2022 biennium was previously forecast to provide a surplus of \$1.6 million but that stress test forecast a \$4.9 million loss of revenue resulting in a shortfall of \$3.3 million. The 2021-2022 Proposed Biennial Budget incorporating revenue and expenditure budgets developed through this year's budget process, and incorporating the pool closure, jail budget reductions and the ongoing budget changes discussed in this staff report, is forecast to have a shortfall of \$1.314 million. The proposed budget will be balanced with the use of \$1.314 million of General Fund fund balance. Below is a comparison of the May 2020 forecast and the August 2020 forecast projected operating budget gap for each year of the next five biennia:

Projected Surplus / (Gap)	2021 Proposed	2022 Proposed	2023 Forecast	2024 Forecast	2025 Forecast
May 2020	(1,986)	(1,267)	(1,567)	(2,186)	(2,930)
August 2020	(609)	(705)	(1,399)	(2,243)	(3,028)
Change	1,377	562	168	(57)	(98)

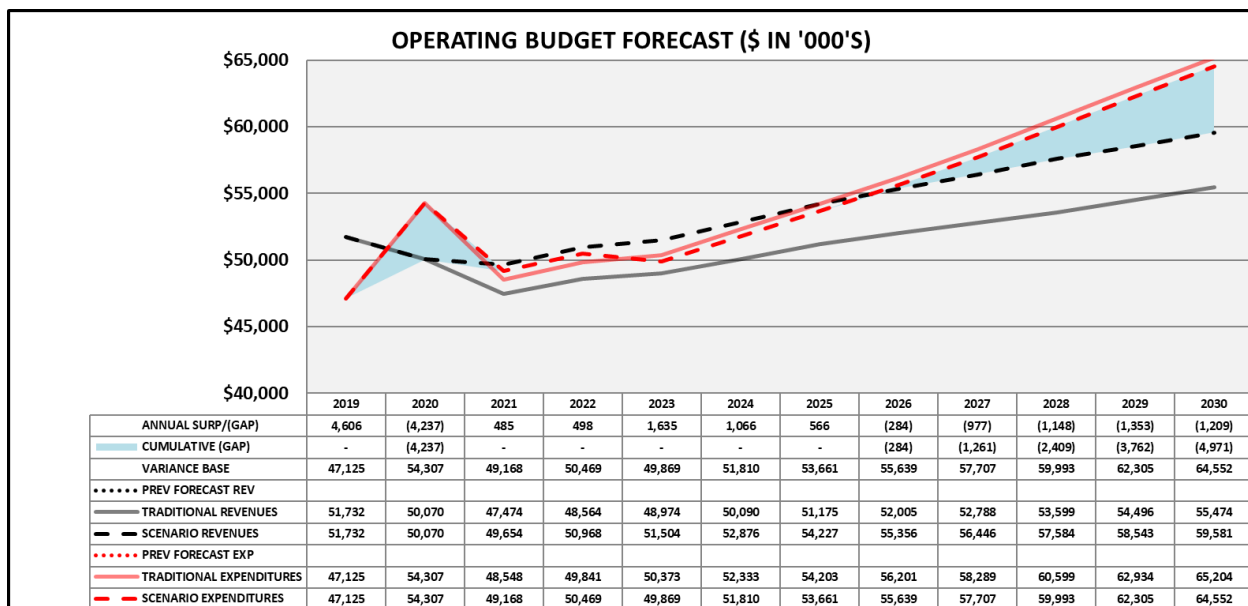
Projected Surplus / (Gap)	2026 Forecast	2027 Forecast	2028 Forecast	2029 Forecast	2030 Forecast
May 2020	(3,703)	(4,601)	(5,655)	(6,644)	N/A
August 2020	(4,197)	(5,501)	(7,000)	(8,438)	(9,730)
Change	(494)	(900)	(1,345)	(1,794)	N/A



This update does not anticipate the result of a successful Levy Lid Lift (LLL) in 2022 for the six-year period of 2023-2028. When modeled with the use of fund balance to address the shortfall in 2021 and 2022 and a successful LLL with a rate reset at \$1.39 (the same rate as 2016 LLL), the baseline model projects surpluses in 2023 through 2025 with shortfalls in subsequent years. The projected surplus appears adequate to cover the shortfall for 2026 and a portion of 2027.



When expenditures are modeled at 99% to reflect a more realistic level of expenditures, the surplus generated in 2021 through 2025, mostly attributable to the LLL, appears adequate to cover the shortfall for 2026 through 2028.



Long-Term Budget Trends and Assumptions in the 10YFSP Model:

Below are some of the major assumptions used in the most recent projections:

- **Property Tax:** The LLL approved by Shoreline voters limits the growth in the annual property tax levy to the rate of inflation plus new construction. Once the LLL expires in 2022, the annual levy will only be allowed to grow by new construction plus the statutory 1.0% limit.
- **Sales Tax:** The projection for sales tax for 2021 and 2022 has increased from the previous May 2020 forecast based upon the updated retail sales growth assumptions for the Puget Sound area and Shoreline's recent experience.

Shoreline assumes that taxable sales will increase at 75% of the growth assumptions for the Puget Sound region, in keeping with past forecasting practices.

- *Gambling Tax*: Staff has assumed COVID-19 will impact the return to normal levels of activity and has reduced the baseline for this revenue source to \$1.4 million in 2022 and beyond.
- *Market Adjustment (Cost of Living Adjustment) and Step Increases*: Cost of living adjustments and step increases are projected to increase salaries and wages by 100% of forecast inflation. The salary forecast assumes 20% of employees will receive an annual step increase in 2023 through 2029.
- *Health Benefits*: Costs are projected with an annual escalator of 6.5% for all health benefits which includes medical, dental, life and long-term disability coverage for 2023 through 2029.

Revenue Stabilization Fund:

The Revenue Stabilization Fund was created as a reserve to cover revenue shortfalls resulting from unexpected economic changes or recessionary periods. The City's reserve policy establishes that the balance of the fund equal 30% of economically sensitive revenues. The fund balance at the end of 2020 is \$5.465 million. As a result of the forecast recession, the General Fund will not be required to transfer funds to the Revenue Stabilization Fund in the 2021-2022 biennium. Long range projections indicate that, as the economy recovers, the General Fund will need to transfer between \$95,000 and \$235,000 per year between 2023 and 2029.

Financial Impact of Sound Transit Lynnwood Link Extension

The City Council originally approved the agreement for the Expedited Permitting and Reimbursement Agreement with Sound Transit for the Lynnwood Link Project (commonly referred to as the Staffing Agreement) in 2016 and amended it in early 2019 to address the construction phase of the Lynnwood Link Project. The expenditures and revenues associated with this agreement are incorporated into the budget and projected to be equal, having a net zero impact on the City's net position for staff and consultant time related to the project. A budget adjustment is required for 2020 to reflect increased expenditures and revenue related to staffing increases, additional consultant services to meet permit review needs, and premiums related to work during the COVID-19 pandemic City Hall closure that Sound Transit has agreed to reimburse. At this time, staff estimates that no change will be needed to the total reimbursement amount agreed to with Sound Transit but will continue to monitor expenditures closely as the project progresses.

Separately, the City agreed to financially contribute \$100,000 to the pedestrian connection between the transit loop and the north end of the Shoreline North/185th light rail station as part of the cost reduction redesign process so that the transit center would be located on top of the parking garage for better transit access and traffic function in this area. A one-time supplemental request for this funding from the General Fund is included in the proposed 2021-2022 budget.

A variety of property rights acquisitions (in fee, easements, and alterations to restrictive covenants) from City-owned properties by Sound Transit for the LLE project in 2019 and 2020 resulted in unplanned revenue due to the project totaling \$241,000.

Given the timing of the work, future amendments or related agreements will likely continue to be presented to the City Council independent of the budget process and incorporated by budget amendments; however, the 10YFSM revenue assumptions include revenue and associated costs from Sound Transit through 2024.

SUMMARY

It is projected that 2019-2020 operating budget expenditures of \$101.4 million will be less than the current budgeted expenditures by \$6.3 million. It is projected that operating budget revenues, excluding transfers in, of \$97.975 million will be \$0.9 million less than the current planned revenues. The General Fund is projected to end 2020 with \$18.185 million of fund balance, which will be well above the minimum required balance of \$4.135 million. The Street Fund is projected to end 2020 with \$577,000, which will be well above the minimum required balance of \$329,000.

In addition to the one-time supplemental requests totaling discussed in this report, the 2021-2022 preliminary proposed budget also includes \$1.126 million from fund balance for the Operational Contingency and Insurance Reserve.

As the City Council is aware, the City tends to budget revenues slightly under actual results, and expenditures slightly above actual results. As a result, staff anticipates that actual use of fund balance will ultimately be less than that budgeted. This conservative budgeting practice, coupled with monitoring and prompt response to economic impacts, has allowed the City to maintain service levels and avoid layoffs during times of economic stress and fund one-time projects during times of growth. While these results cannot be guaranteed, staff will continue to work to address projected budget gaps using and updating the 10 YFSM developed per the 10 YFSP.

Staff believes that the proposed 2021-2026 CIP reflects the priorities of the Council; however, there are a number of projects that are considered to be 'underfunded'. In addition, other projects, although important, have not been funded in the proposed CIP.

Please remember that the numbers presented in this report are in many cases still based on rough estimates. More details will come in over the next few weeks, refining some of the numbers discussed this evening. Ultimately, the City Manager will transmit the 2021-2022 Proposed Biennial Budget and 2021-2026 CIP to the City Council on October 12, 2020.

RECOMMENDATION

No action is required by the City Council. This item is for informational purposes and to provide the City Council with preliminary 2021-2022 budget information. Staff anticipates that the City Council may provide additional direction to the City Manager as a result of this overview.

ATTACHMENTS

Attachment A: 2020 Second Quarter Financial Report

Attachment B: City of Shoreline Budgeted Positions and FTEs

Attachment C: 2021-2026 Capital Improvement Plan Fund Summaries
Attachment D: Proposed Changes to PRCS Fee Schedule



2020 SECOND QUARTER FINANCIAL REPORT

Attachment A

PERFORMANCE AT A GLANCE

The City of Shoreline adopted its first 2019-2020 Biennial Budget on November 19, 2018. This report reflects revenue collections and expenditures through June 30, 2020 as compared to the 2020 Plan as amended through June 30, 2020.

GENERAL FUND REVENUES	COMPARED TO 2020 CURRENT PLAN (AS OF JUNE 30)	COMPARED TO 2019 ACTUAL (AS OF JUNE 30)	REFERENCE
PROPERTY TAX REVENUE	◀NEUTRAL▶	◀NEUTRAL▶	PAGE 6
SALES TAX REVENUE	▲ POSITIVE ▲	▲ POSITIVE ▲	PAGE 7
BUSINESS & OCCUPATION TAX	▲ POSITIVE ▲	▲ POSITIVE ▲	PAGE 10-11
UTILITY TAX	▼ NEGATIVE ▼	▼ NEGATIVE ▼	PAGE 10-11
DEVELOPMENT REVENUE	▼ NEGATIVE ▼	▲ POSITIVE ▲	PAGE 11
PARKS AND RECREATION REVENUE	▼ NEGATIVE ▼	▼ NEGATIVE ▼	PAGE 12
INTEREST INCOME	▲ POSITIVE ▲	▲ POSITIVE ▲	PAGE 13, 19, 20
NON-GENERAL FUND REVENUES			
GAS TAX	▼ NEGATIVE ▼	▼ NEGATIVE ▼	PAGE 14
REAL ESTATE EXCISE TAX	▲ POSITIVE ▲	▼ NEGATIVE ▼	PAGE 17
SURFACE WATER FEES	▲ POSITIVE ▲	▲ POSITIVE ▲	PAGE 18

Key to revenue trend indicators:

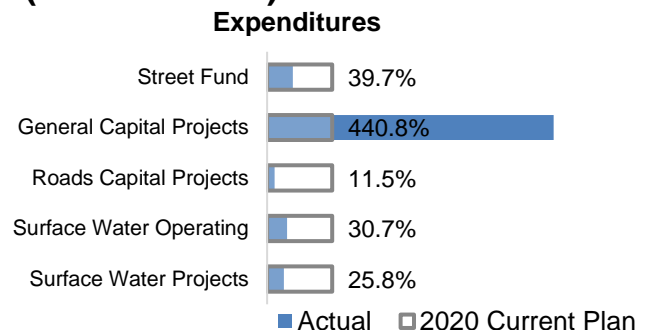
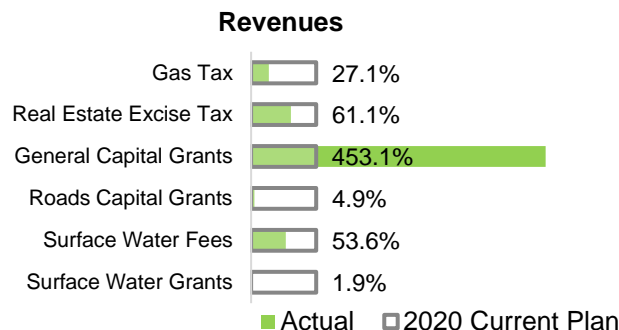
▲ POSITIVE ▲ = Variance/Change of > +2%

◀ NEUTRAL ▶ = Variance/Change of -1% to +2%

● WARNING ● = Variance/Change of -1% to -4%

▼ NEGATIVE ▼ = Variance/Change of >-4%

OTHER FUNDS COMPARED TO 2020 CURRENT PLAN (AS OF JUNE 30):



Highlights:

- General Fund receipts reflect a year-over-year increase of 1.6%. Departmental expenditures reflect a 0.8% increase. See pages 6-13 for details.
- Property tax receipts are at 51.7% of the allowable levy. See page 8 for details.
- Sales tax receipts reflecting activity from March through June 2020 are greater than the budget's projection by 17.4% and 2019 collections by 5.2%. Much of the increase is driven by activity in the Construction sector, which is 39.7% more than 2019 collections. See page 7 for details.



2020 SECOND QUARTER FINANCIAL REPORT

Attachment A

PERFORMANCE AT A GLANCE

Highlights (Continued):

- This report reflects Gambling Tax and B&O Tax receipts collected from first quarter tax returns due April 30. The closure of gaming establishments for much of the second quarter impacted Gambling Tax collections as they are down from the budget projection and 2019 by 22.5% and 18.3%, respectively. B&O Tax receipts total \$0.4 million. See pages 11-12 for details.
- Utility Tax receipts in the amount of \$1.4 are more than the 2020 budget projection and 2019 collections by 16.1% and 2.1%, respectively. See pages 11-12 for details.
- Permit and Plan Check Fees receipts are more than 2019 and the 2020 budget projection by 21.6% and 14.0%, respectively. Total permits processed are 127, or 9.1%, more than 2019. See page 13 for details.
- Street Fund receipts, excluding transfers in, are 15.1% less than 2019. The data presented in this report reflects the distributions for the month of March through June 2020 (for January through April 2020 activity), which is less than 2019 by 14.7% and less than the 2020 budget projection by 16.2%. Operating expenditures, excluding transfers out, are 21.2% less than 2019. Expenditures, including transfers out, are 29.4% less than 2019 activity. See page 14 for details.
- The largest General Capital project planned for expenditure in 2019 was the acquisition of property for the future Shoreline Community and Aquatics Center. The issuance of debt and purchase of property were completed in January and February 2020. See page 15 for details.
- The 2020 plan for the Roads Capital Fund includes one-time transfers from the General Fund and Transportation Impact Fee Fund as well as bond proceeds in support of capital projects. Funds are transferred from the General Fund and Transportation Impact Fee Fund as expenditures are incurred by the projects. The City received \$11.539 million in bond proceeds for the New Sidewalks Program, which is reflected in the table at the bottom of this page. See page 16 for details.
- More information on each budget by fund and the scope and timing of capital projects, including updated estimates, can be found in the City's 2019-2020 Adopted Biennial Budget and 2019-2024 Capital Improvement Plan book on pp. 251-276 and 302-415, respectively available at the following link: <http://www.shorelinewa.gov/home/showdocument?id=42538>. See pages 17-18 for a status of the General Capital and Roads Capital funds.
- Real Estate Excise Tax (REET) revenue receipts are 37.7% more than the 2020 budget projection but 5.2% less than 2019 collections. The number of transactions is down 7.4% as compared to 2019. See page 19 for details.
- Surface Water Fee payments are due to King County in April and October of each year. The County then remits the City's portion resulting in most collections occurring in the second and fourth quarters of each calendar year. Receipts are more than the budget projection by \$144,868, or 3.8%. Surface Water Utility operations expended 30.7% of the current plan for the Operating Budget, which is 2.9% less than 2019. Capital projects expended 25.8% of the current plan for the Capital Budget. Capital expenditures are impacted by the timing of construction schedules. See page 20 for details.



2020 SECOND QUARTER FINANCIAL REPORT

Attachment A

ALL FUNDS BUDGET AND YEAR-OVER-YEAR COMPARISON OVERVIEW

The following table presents the 2020 Plan as amended through June 30 by Ordinance No. 886 ([link](#)).

REVENUES & OTHER SOURCES

FUND TYPE Fund Title	2020 Current Plan Revenues	2020 Second Quarter Actual	2020 % of Current Plan	2019 Current Plan Revenues	2019 Second Quarter Actual	2019 % of Current Plan	2020 v. 2019 \$ Change	2020 v. 2019 % Change
OPERATING FUNDS	\$49,527,113	\$19,515,317	39.4%	\$46,957,041	\$19,303,556	41.1%	\$211,761	1.1%
General Fund	\$48,158,349	\$19,159,141	39.8%	\$45,614,117	\$18,866,688	41.4%	\$292,453	1.6%
Street Fund	1,302,021	352,613	27.1%	1,272,587	415,171	32.6%	(62,557)	-15.1%
Code Abatement Fund	30,000	2,230	7.4%	30,000	18,989	63.3%	(16,759)	-88.3%
State Drug Enforcement Fund	18,243	292	1.6%	18,243	483	2.6%	(191)	-39.6%
Public Arts Fund	5,500	918	16.7%	9,094	2,007	22.1%	(1,089)	-54.3%
Federal Drug Enforcement Fund	13,000	123	0.9%	13,000	219	1.7%	(96)	-44.0%
DEBT SERVICE FUNDS	\$2,014,837	\$1,661,156	82.4%	\$2,015,100	\$1,070,002	53.1%	\$591,154	55.2%
CAPITAL FUNDS	\$25,226,624	\$3,614,759	14.3%	\$8,692,920	\$3,517,818	40.5%	\$96,941	2.8%
General Capital Fund	3,102,286	869,925	28.0%	1,356,663	833,134	61.4%	36,791	4.4%
City Facility-Major Maint. Fund	490,000	344	0.1%	0	48	0.0%	296	616.2%
Roads Capital Fund	21,584,338	2,113,460	9.8%	7,211,257	1,586,750	22.0%	526,710	33.2%
Transportation Impact Fee	0	447,319	0.0%	0	659,035	0.0%	(211,716)	-32.1%
Park Impact Fee	50,000	183,711	367.4%	125,000	438,850	351.1%	(255,140)	-58.1%
ENTERPRISE FUNDS	\$11,602,908	\$5,297,173	45.7%	\$9,888,929	\$4,649,859	47.0%	\$647,314	13.9%
Surface Water Utility Fund*	8,080,345	3,979,161	49.2%	7,596,171	3,501,407	46.1%	477,754	13.6%
Wastewater Utility Fund	3,522,563	1,318,012	37.4%	2,292,758	1,148,452	50.1%	169,560	14.8%
INTERNAL SERVICE FUNDS	\$1,050,628	\$427,619	40.7%	\$1,017,812	\$844,305	83.0%	(\$416,686)	-49.4%
TOTAL REVENUE	\$89,422,110	\$30,516,024	34.1%	\$68,571,802	\$29,385,540	42.9%	\$1,130,484	3.8%
OTHER SOURCES								
Proceeds from Capital Assets	\$2,459,250	\$0	0.0%	\$4,500	\$0	0.0%	\$0	0.0%
Transfers In	8,931,251	2,689,891	30.1%	7,101,921	2,880,207	40.6%	(190,316)	-6.6%
Other Financing Sources	3,898,417	7,431	0.2%	25,450,047	9,207	0.0%	(1,776)	-19.3%
Budgeted Use of Fund Balance	8,936,569	0	0.0%	12,307,647	0	0.0%	0	0.0%
TOTAL RESOURCES	\$113,647,597	\$33,213,346	29.2%	\$113,435,917	\$32,274,954	28.5%	\$938,392	2.9%

EXPENDITURES & TRANSFERS OUT

FUND TYPE Fund Title	2020 Current Plan Expenditures	2020 Second Quarter Actual	2020 % of Current Plan	2019 Current Plan Expenditures	2019 Second Quarter Actual	2019 % of Current Plan	2020 v. 2019 \$ Change	2020 v. 2019 % Change
OPERATING FUNDS	\$50,220,115	\$18,627,935	37.1%	\$48,843,542	\$18,701,424	38.3%	(\$73,489)	-0.4%
General Fund	\$48,296,907	\$17,931,213	37.1%	\$46,867,884	\$17,792,636	38.0%	\$138,577	0.8%
Street Fund	1,706,270	677,542	39.7%	1,647,661	860,166	52.2%	(182,624)	-21.2%
Code Abatement Fund	100,000	0	0.0%	100,000	0	0.0%	0	0.0%
Public Arts Fund	85,695	19,180	22.4%	186,522	29,885	16.0%	(10,705)	-35.8%
State Drug Enforcement Fund	18,243	0	0.0%	28,475	18,737	65.8%	(18,737)	-100.0%
Federal Drug Enforcement Fund	13,000	0	0.0%	13,000	0	0.0%	0	0.0%
DEBT SERVICE FUNDS	\$3,980,731	\$749,451	18.8%	\$3,631,715	\$627,337	17.3%	\$122,113	19.5%
CAPITAL FUNDS	\$33,297,137	\$20,847,448	62.6%	\$38,389,708	\$1,363,956	3.6%	\$19,483,492	1428.5%
General Capital Fund*	3,978,726	17,537,583	440.8%	27,793,494	344,068	1.2%	17,193,515	4997.1%
City Facility-Major Maint. Fund*	537,032	0	0.0%	166,904	23,968	14.4%	(23,968)	-100.0%
Roads Capital Fund*	28,781,379	3,309,865	11.5%	10,429,310	995,920	9.5%	2,313,945	232.3%
ENTERPRISE FUNDS	\$12,358,084	\$3,793,746	30.7%	\$11,178,597	\$3,424,285	30.6%	\$369,462	10.8%
Surface Water Utility Fund*	9,272,849	2,665,862	28.7%	9,044,012	2,402,403	26.6%	263,459	11.0%
Wastewater Utility Fund	3,085,235	1,127,884	36.6%	2,134,585	1,021,882	47.9%	106,003	10.4%
INTERNAL SERVICE FUNDS	\$1,283,117	\$311,572	24.3%	\$1,202,601	\$710,502	59.1%	(\$398,930)	-56.1%
TOTAL EXPENDITURES	\$101,139,184	\$44,330,152	43.8%	\$103,246,163	\$24,827,504	24.0%	\$19,502,648	78.6%
TRANSFERS OUT	\$8,610,991	\$2,689,891	31.2%	\$7,422,181	\$2,880,207	38.8%	(\$190,316)	-6.6%
TOTAL EXPENDITURES & TRANSFERS	\$109,750,175	\$47,020,043	42.8%	\$110,668,344	\$27,707,711	25.0%	\$19,312,332	69.7%



2020 SECOND QUARTER FINANCIAL REPORT

Attachment A

GENERAL FUND BUDGET AND YEAR-OVER-YEAR COMPARISON OVERVIEW

RESOURCES

General Fund Resource	2020 Current Plan	2020 Second Quarter Actual Revenue	% of 2020 Current Budget	2019 Current Plan	2019 Second Quarter Actual Revenue	% of 2019 Current Budget	Operating 2020 v. 2019 \$ Change	Operating 2020 v. 2019 % Change
Property Tax	\$13,666,865	\$7,197,579	52.7%	\$13,301,684	\$7,093,848	53.3%	\$103,732	1.5%
Sales Tax*	9,319,003	3,291,809	35.3%	9,027,566	3,128,891	34.7%	162,918	5.2%
Local Criminal Justice*	1,702,776	466,950	27.4%	1,641,392	526,151	32.1%	(59,201)	-11.3%
B&O, Utility, and Gambling Taxes	6,530,374	2,136,979	32.7%	6,448,798	1,915,786	29.7%	221,193	11.5%
Franchise Fees & Contract Payments	5,369,100	1,989,933	37.1%	5,179,900	1,933,759	37.3%	56,174	2.9%
Development Revenue	2,416,843	1,766,872	73.1%	2,765,865	2,145,650	77.6%	(378,778)	-17.7%
Park and Recreation Revenue	1,902,312	341,370	17.9%	1,923,665	883,564	45.9%	(542,195)	-61.4%
Shoreline Secure Storage	3,000,000	471,605	15.7%	0	0	0.0%	471,605	0.0%
Intergovernmental Revenue*	2,168,392	897,469	41.4%	2,698,848	645,914	23.9%	251,555	38.9%
Grant Revenue	247,384	24,415	9.9%	907,416	22,890	2.5%	1,524	6.7%
Fines and Licenses	603,125	109,015	18.1%	603,125	32,680	5.4%	76,335	233.6%
Miscellaneous Revenue	1,161,575	301,654	26.0%	1,045,258	298,971	28.6%	2,683	0.9%
Interest Income	70,600	163,492	231.6%	70,600	238,584	337.9%	(75,092)	-31.5%
Total Revenues	\$48,158,349	\$19,159,141	39.8%	\$45,614,117	\$18,866,688	41.4%	\$292,453	1.6%
Proceeds from Capital Assets	2,450,000	0	0.0%	0	0	0.0%	0	0.0%
Operating Transfers In	1,473,551	736,776	50.0%	1,231,602	533,311	43.3%	203,465	38.2%
Other Financing Sources	15,000	6,418	42.8%	15,000	0	0.0%	6,418	0.0%
Budgeted Use of Fund Balance	3,462,536	0	0.0%	6,248,730	0	0.0%	0	0.0%
Total Resources	\$55,559,436	\$19,902,334	35.8%	\$53,109,449	\$19,399,999	36.5%	\$502,335	2.6%

EXPENDITURES & TRANSFERS

Department	2020 Current Plan	2020 Second Quarter Actual Expenditures	% of 2020 Current Budget	2019 Current Plan	2019 Second Quarter Actual Expenditures	% of 2019 Current Budget	Operating 2020 v. 2019 \$ Change	Operating 2020 v. 2019 % Change
City Council	\$226,400	\$109,891	48.5%	\$247,100	\$121,555	49.2%	(\$11,664)	-9.6%
City Manager's Office ¹	6,733,689	2,365,570	35.1%	4,555,888	1,859,913	40.8%	505,657	27.2%
City Attorney	817,877	261,478	32.0%	921,002	421,921	45.8%	(160,443)	-38.0%
Community Services ²	1,831,229	891,248	48.7%	1,272,513	651,490	51.2%	239,758	36.8%
Administrative Services ³	4,897,304	2,447,953	50.0%	6,018,665	2,509,393	41.7%	(61,441)	-2.4%
Citywide	3,656,344	917,530	25.1%	2,526,038	614,554	24.3%	302,975	49.3%
Human Resources	508,195	245,187	48.2%	485,905	218,691	45.0%	26,495	12.1%
Police	12,919,337	4,710,981	36.5%	12,771,501	4,667,842	36.5%	43,140	0.9%
Criminal Justice	3,033,059	406,701	13.4%	3,033,059	573,461	18.9%	(166,760)	-29.1%
Parks	7,294,234	2,784,198	38.2%	7,989,202	2,972,491	37.2%	(188,293)	-6.3%
Planning & Community Development	3,450,034	1,403,261	40.7%	3,489,726	1,593,822	45.7%	(190,561)	-12.0%
Public Works	2,929,205	1,387,217	47.4%	3,557,285	1,587,503	44.6%	(200,286)	-12.6%
Departmental Expenditures	\$48,296,907	\$17,931,213	37.1%	\$46,867,884	\$17,792,636	38.0%	\$138,577	0.8%
Operating Transfers Out	5,824,373	1,225,979	21.0%	4,775,414	1,228,184	25.7%	(2,206)	-0.2%
Total Expenditures	\$54,121,280	\$19,157,192	35.4%	\$51,643,298	\$19,020,820	36.8%	\$136,371	0.7%

1. City Manager's Office includes City Clerk, Communications, Intergovernmental Relations, Economic Development, Property Management, and Light Rail Stations. Beginning in 2019 it also includes Customer Response Team and Code Enforcement.

2. Community Services includes Neighborhoods, Emergency Management Planning, Diversity & Inclusion and Human Services. Beginning in 2020 it includes Environmental Services.

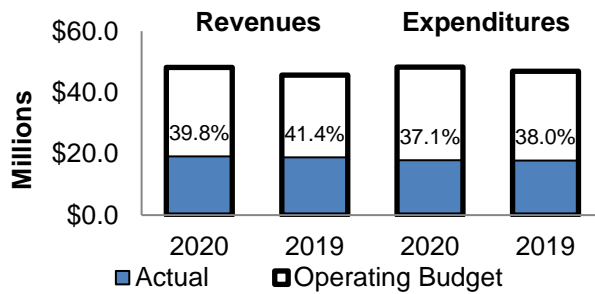
3. Administrative Services includes Finance, Budget & Tax, Information Technology, Fleet and Facilities.



2020 SECOND QUARTER FINANCIAL REPORT

Attachment A

GENERAL FUND FINANCIAL OVERVIEW



General Fund	Total Revenues	Dept. Exp.
2020 Operating Plan	\$48,158,349	\$48,296,907
Actual Operating Revenue/Expenditures	\$19,159,141	\$17,931,213
% of 2020 Revenue/Expenditures	39.8%	37.1%
2019 Operating Plan	\$45,614,117	\$46,867,884
Actual Operating Revenue/Expenditures	\$18,866,688	\$17,792,636
% of 2019 Revenue/Expenditures	41.4%	38.0%
Operating 2020 v. 2019 \$ Change	\$292,453	\$138,577
Operating 2020 v. 2019 % Change	1.6%	0.8%

The table on the previous page presents the 2020 planned revenues, expenditures, use of fund balance for one-time investments and transfers in from/out to other funds as approved in the 2019-2020 Biennial Budget. It also compares them to actual for 2020 and 2019.

Revenues:

General Fund revenue received reflects a year-over-year increase of 1.6%. The following are highlights comparing actual collections to those projected for 2020 and to 2019 collections for the General Fund:

- Property tax receipts are at 51.7% of the allowable levy.
- Sales tax receipts for 2020 are greater than the 2020 budget projection by 17.4% and the 2019 collections by 5.2%. Much of the increase in 2020 is driven by activity in the construction sector, which is 39.7% more than 2019 collections. April's receipts were approximately \$128,000, or 14%, less than those for April 2019. Receipts for the Retail Trade category were down \$85,000, or 20%, with Motor Vehicle and Parts Dealers down \$68,000, or 68%, and General Merchandise Stores down \$23,000, or 25%. Collections from the Construction sector were \$24,000, or 11%, more. Our COVID-19 forecast assumed a 40% reduction for April. For now collections are certainly ahead of this, but staff is not willing to ramp back the forecast just yet.
- The distributions of the Affordable and Supportive Housing State Shared Tax and Local Criminal Justice Sales Tax are for March through June 2020, which is from activity for January through April.
- Receipts from the Local Criminal Justice Tax for the reporting period of January through April are running \$59,000, or 11%, behind the same period for 2019. Receipts for February were 3% less, for March were 26% less and for April were 18% less.
- The closure of gaming establishments for much of the second quarter impacted Gambling Tax collections as they are down from the budget projection and 2019 by 22.5% and 18.3%, respectively. Business & Occupation Tax receipts total \$0.4 million. Utility Tax receipts in the amount of \$1.4 million are more than the 2020 budget projection and 2019 by 16.1% and 2.1%, respectively.

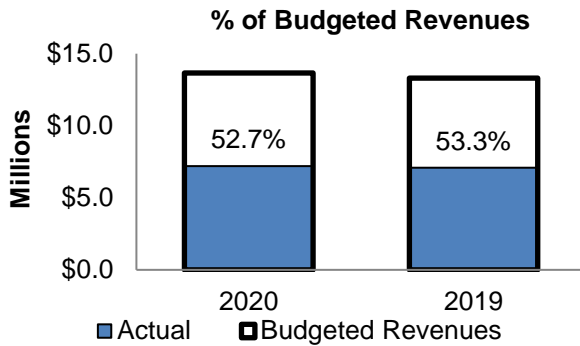
Expenditures and Transfers

Out:

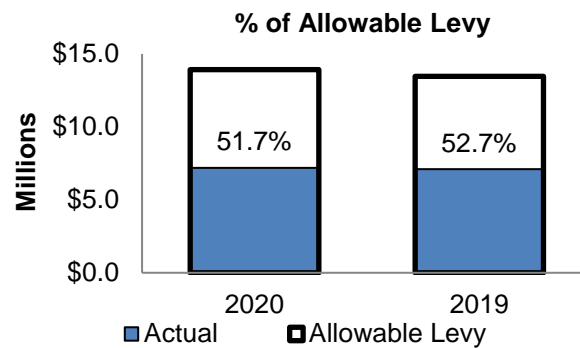
Departments spent \$17.931 million, or 37.1%, of the Operating Budget. This level of expenditures is 0.8% more than the year-ago level. Total expenditures, including transfers out, representing expenditure of 35.4% of the Current Budget, are 0.7% more than the year-ago level. General Fund contributions to select capital projects are reflected in the table to the right.

General Fund Contributions to Projects	Biennial Budget	Amount Spent BTD	Budgeted General Fund Support	Amount Transferred
General Capital Projects				
City Hall	\$190,000	\$32,168	\$190,000	\$0
Police Station at City Hall	\$135,919	\$66,341	\$1,885,729	\$0
City Maintenance Facility	\$1,746,614	\$765,430	\$1,112,254	\$343,027
Parks Repair & Replacement	\$533,582	\$192,643	\$100,000	\$75,000
Echo Lake Park Improvements	\$195,793	\$191,509	\$162,329	\$162,329
Playground Replacement	\$1,000,000	\$620,739	\$200,000	\$100,000
Soccer Field Rental Contribution	N/A	\$89,728	\$260,000	\$130,000
Parks Improvements-Sound Transit	\$113,000	\$0	\$113,000	\$0
Roads Capital Projects				
Sidewalk Rehabilitation Program	\$1,757,534	\$124,443	\$305,034	\$228,776
Trail Along the Rail	\$329,117	\$1,563	\$203,144	\$1,473
147 th /148 th Non-Motorized Bridge	\$2,083,838	\$543,089	\$281,318	\$51,901
185 th Corridor Study	\$390,691	\$354,535	\$390,691	\$336,846
160 th and Greenwood/Innis Arden	\$101,548	\$131,836	\$101,548	\$101,548
Driveway Relocation Richmond Beach Rd	\$60,000	N/A	\$60,000	\$0
Transfer of Gambling Tax	N/A	N/A	\$195,302	\$97,651

PROPERTY TAX



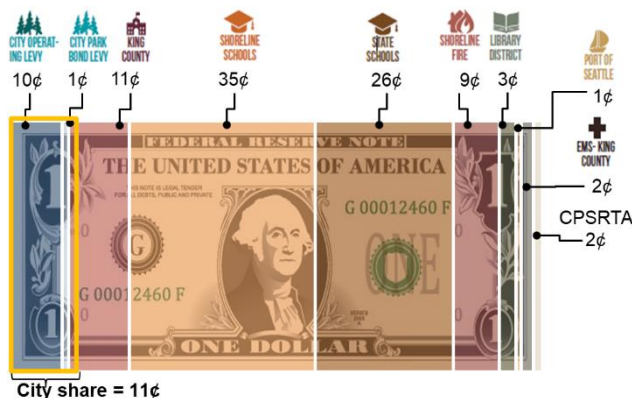
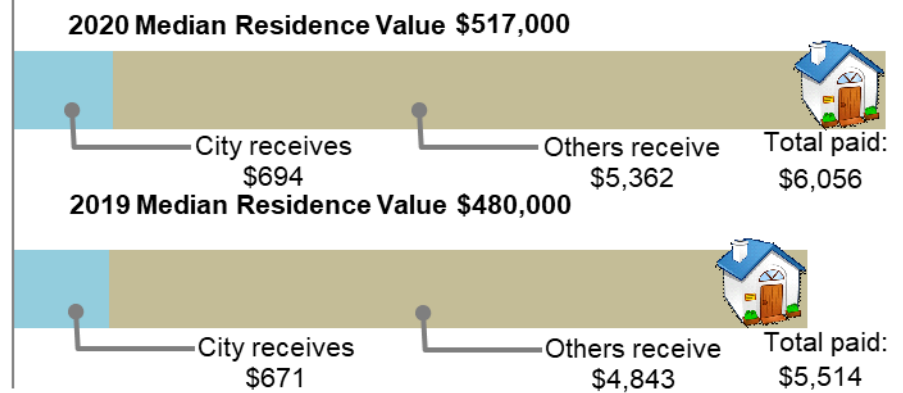
2020 Current Plan	\$13,666,865
2020 Second Quarter Actual Revenue	\$7,197,579
% of 2020 Plan Received	52.7%
2019 Current Plan	\$13,301,684
2019 Second Quarter Actual Revenue	\$7,093,848
% of 2019 Plan Received	53.3%
2020 v. 2019 \$ Change	\$103,732
2020 v. 2019 % Change	1.5%



Property tax payments are due to King County in April and October. The County then must remit the City's portion resulting in most collections occurring in the second and fourth quarters. Receipts for 2020 and 2019 as a percentage of the budgeted projection are at 52.7% and 53.3%, respectively. In terms of the allowable levy, which is different than the budgeted projection presented here, receipts for 2020 and 2019 are 51.7% and 52.7%, respectively.

Impact on a median homeowner:

In 2020, the City of Shoreline property tax regular levy and excess voted levy rates decreased from \$1.24 to \$1.20 and \$0.16 to \$0.15, respectively. The total levy rate increased from \$11.49 to \$11.72. The chart to the right compares the amount paid by a homeowner of a residence with a median value (as determined by the King County Department of Assessments). The total tax bill is estimated to increase \$542, or 9.8%, with the City's portion increasing \$23, or 3.4%, and all other taxing jurisdictions' portion increasing \$519, or 10.7%.



How \$1 is allocated:

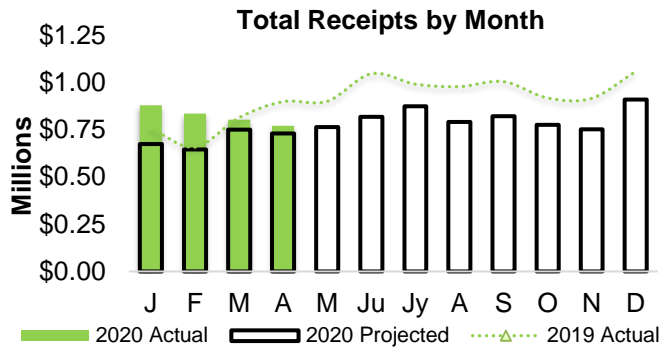
The chart to the left illustrates the allocation of each dollar paid at the 2020 levy rates for all taxing jurisdictions within Shoreline. The City receives 10¢ for the City's regular levy and 1¢ for the excess voted levy.



2020 SECOND QUARTER FINANCIAL REPORT

Attachment A

SALES TAX



2020 Current Plan	\$9,319,003
2020 Second Quarter Actual Revenue	\$3,291,809
% of 2020 Plan Received	35.3%
2019 Current Plan	\$9,027,566
2019 Second Quarter Actual Revenue	\$3,128,891
% of 2019 Plan Received	34.7%
2020 v. 2019 \$ Change	\$162,918
2020 v. 2019 % Change	5.2%

When analyzing monthly sales tax receipts, there are two items of special note: First, most businesses remit their sales tax collections to the Washington State Department of Revenue (DOR) on a monthly basis. Small businesses only have to remit their sales tax collections either quarterly or annually, which can create anomalies when comparing the same month between two years. Second, for those businesses which remit sales tax monthly, there is a two-month lag from the time that sales tax is collected to the time it is distributed to the City.

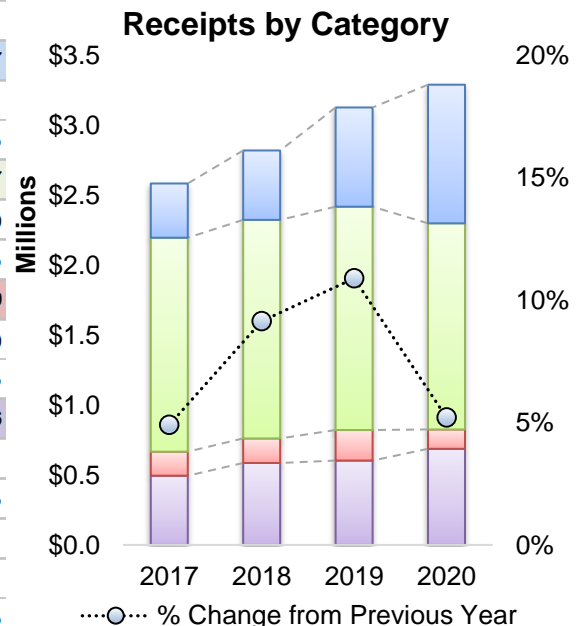
The data presented here reflects distributions for March through June 2020, which is from activity for January through April. Receipts are more than the budget projection and 2019 collections by 17.4% and 5.2%, respectively. Much of the increase is driven by activity in the Construction sector, which is 39.7% more than 2019 collections.

April's receipts were approximately \$128,000, or 14%, less than those for April 2019. Receipts for the Retail Trade category were down \$85,000, or 20%, with Motor Vehicle and Parts Dealers down \$68,000, or 68%, and General Merchandise Stores down \$23,000, or 25%. Collections from the Construction sector were \$24,000, or 11%, more. Our COVID-19 forecast assumed a 40% reduction for April. For now collections are certainly ahead of this, but staff is not willing to ramp back the forecast just yet.

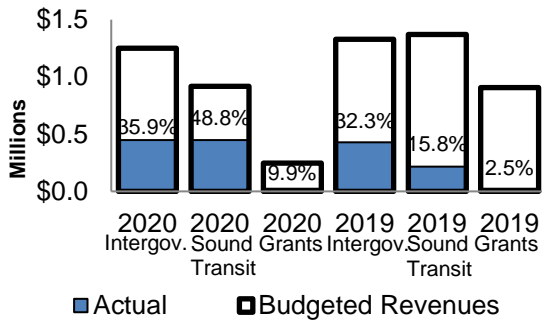
The following table and chart illustrate the performance of the primary categories.

SALES TAX BY PRIMARY SECTOR FOR DISTRIBUTION PERIOD: MARCH TO JUNE

Sector	2016	2017	2018	2019	2020
Construction	\$336,662	\$387,867	\$496,392	\$709,568	\$991,417
\$ Change		\$51,205	\$108,525	\$213,175	\$281,849
% Change		15.2%	28.0%	42.9%	39.7%
Retail Trade	\$1,485,894	\$1,530,266	\$1,563,230	\$1,597,460	\$1,474,537
\$ Change		\$44,372	\$32,964	\$34,230	(\$122,923)
% Change		3.0%	2.2%	2.2%	-7.7%
Hotels/Restaurant	\$161,146	\$171,825	\$175,903	\$218,282	\$138,389
\$ Change		\$10,679	\$4,078	\$42,379	(\$79,893)
% Change		6.6%	2.4%	24.1%	-36.6%
All Others	\$480,661	\$495,248	\$585,927	\$603,581	\$687,466
\$ Change		\$14,587	\$90,679	\$17,654	\$83,885
% Change		3.0%	18.3%	3.0%	13.9%
Total Revenue	\$2,464,363	\$2,585,206	\$2,821,452	\$3,128,891	\$3,291,809
\$ Change		\$120,842	\$236,246	\$307,439	\$162,918
% Change		4.9%	9.1%	10.9%	5.2%



INTERGOVERNMENTAL, GRANTS, AND STATE SHARED SALES TAXES



Intergovernmental revenue sources are comprised primarily of funding for criminal justice programs, contract payments, liquor excise tax, liquor board profits, marijuana excise tax, grants, and reimbursement from Sound Transit per the Expedited Permitting and Reimbursement Agreement. Contract payments are discussed separately in this report. Many grants are applied for and received for specific purposes. The amount of grants received in any year can vary.

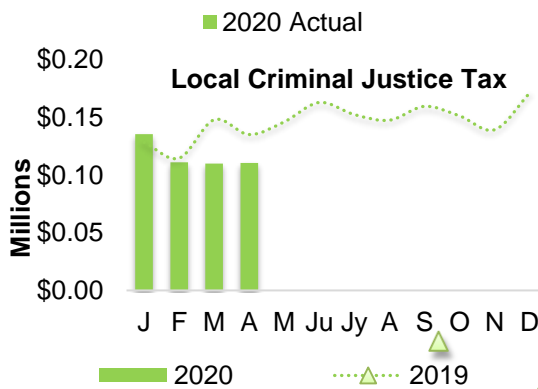
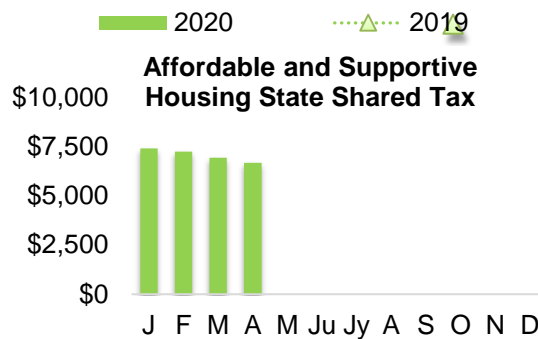
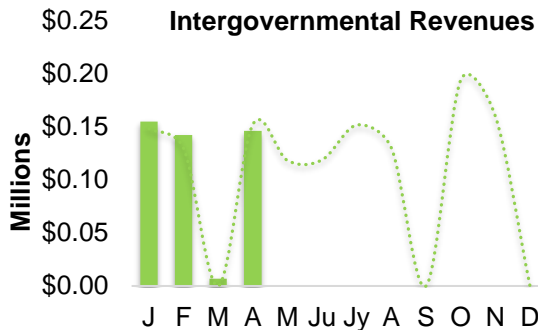
Total Intergovernmental receipts are 38.9% more than the year-ago level. Receipts by month from sources other than Sound Transit reimbursements are reflected in the Intergovernmental Revenues chart. The Intergovernmental Revenues chart compares disbursements for June. Receipts in 2020 total \$449,265 and are 4.6% more than 2019. Receipts in June and some in November 2019 were for right of entry agreement or temporary construction easements executed with Sound Transit.

Grant receipts are 6.7% more than 2019.

The distributions of the Affordable and Supportive Housing State Shared Tax and Local Criminal Justice Sales Tax are for March through June 2020, which is from activity for January through April.

On October 28, 2019, the City Council adopted Resolution No. 448 and Ordinance No. 869 to impose the Affordable and Supportive Housing State Shared Tax authorized by Substitute House Bill (SHB) 1406 and Revised Code of Washington (RCW) 82.14.540. The Department of Revenue has calculated a maximum cap of \$85,929, so distributions will cease should the amount reach that cap. Under the Declaration of Public Health Emergency ratified by the City Council through adoption of Resolution No. 454 on March 16, the City Manager authorized a contract with Hopelink funded by this revenue source to provide direct rental assistance to Shoreline residents at or below 60% of the Area Median Income.

The result for Local Criminal Justice Sales Tax receipts is not commensurate with the result for Sales Tax receipts because the distribution of Local Criminal Justice Sales Tax is based on the city's population and the amount of sales tax collected throughout all of King County. Receipts from the Local Criminal Justice Tax for the reporting period of January through April are running \$59,000, or 11%, behind the same period for 2019. The chart to the left shows receipts for February were 3% less, for March were 26% less and for April were 18% less. The Puget Sound Economic Forecaster estimated that retail sales throughout King County would increase year-over-year by 3.5%. Sales tax collected throughout King County was actually 5.8% more than 2019.





2020 SECOND QUARTER FINANCIAL REPORT

Attachment A

BUSINESS & OCCUPATION TAXES AND FRANCHISE FEE & CONTRACT PAYMENTS

Business & Occupation Taxes

2020 Current Plan	\$6,530,374
Business & Occupation Tax	\$437,117
Utility Tax	\$1,401,814
Gambling Tax	\$298,048
2020 Second Quarter Actual Revenue	\$2,136,979
% of 2020 Plan Received	32.7%
2019 Current Plan	\$6,448,798
Business & Occupation Tax	\$178,443
Utility Tax	\$1,372,499
Gambling Tax	\$364,844
2019 Second Quarter Actual Revenue	\$1,915,786
% of 2019 Plan Received	29.7%
2020 v. 2019 \$ Change	\$221,193
2020 v. 2019 % Change	11.5%

The City has levied tax on gross operating revenues for gambling activities since 1995 and utility operations since 2005. The Business & Occupation (B&O) Tax and in-house processing of business licensing for Shoreline became effective in January 2019.

This report reflects Gambling Tax and B&O Tax receipts collected from first quarter tax returns due April 30. The closure of gaming establishments for much of the second quarter impacted Gambling Tax collections as they are down from the budget projection and 2019 by 22.5% and 18.3%, respectively. B&O Tax receipts total \$0.4 million. Utility Tax receipts in the amount of \$1.4 million appear to be less than the budget projection by 16.1% but more than 2019 by 2.1%.

Franchise Fee & Contract Payments

2020 Current Plan	\$5,369,100
Franchise Fee	\$1,159,596
Contract Payment	\$830,337
2020 Second Quarter Actual Revenue	\$1,989,933
% of 2020 Plan Received	37.1%
2019 Current Plan	\$5,179,900
Franchise Fee	\$892,324
Contract Payment	\$1,041,435
2019 Second Quarter Actual Revenue	\$1,933,759
% of 2019 Plan Received	37.3%
2020 v. 2019 \$ Change	\$56,174
2020 v. 2019 % Change	2.9%

The City has franchises with water and cable services with fees imposed at 6% and 5%, respectively. The City also has agreements with Seattle City Light, which imposes a 6% contract fee on total electrical revenues, and Ronald Wastewater District, which imposes an Interlocal Operating Agreement Fee. More information is available at <http://www.shorelinewa.gov/government/departments/city-clerk-s-office/agreements-and-contracts/utility-franchise-agreements-document-library/-folder-386>.

Contract payments are less than the year-ago level by 20.3% and the budget projection by 35.9%.

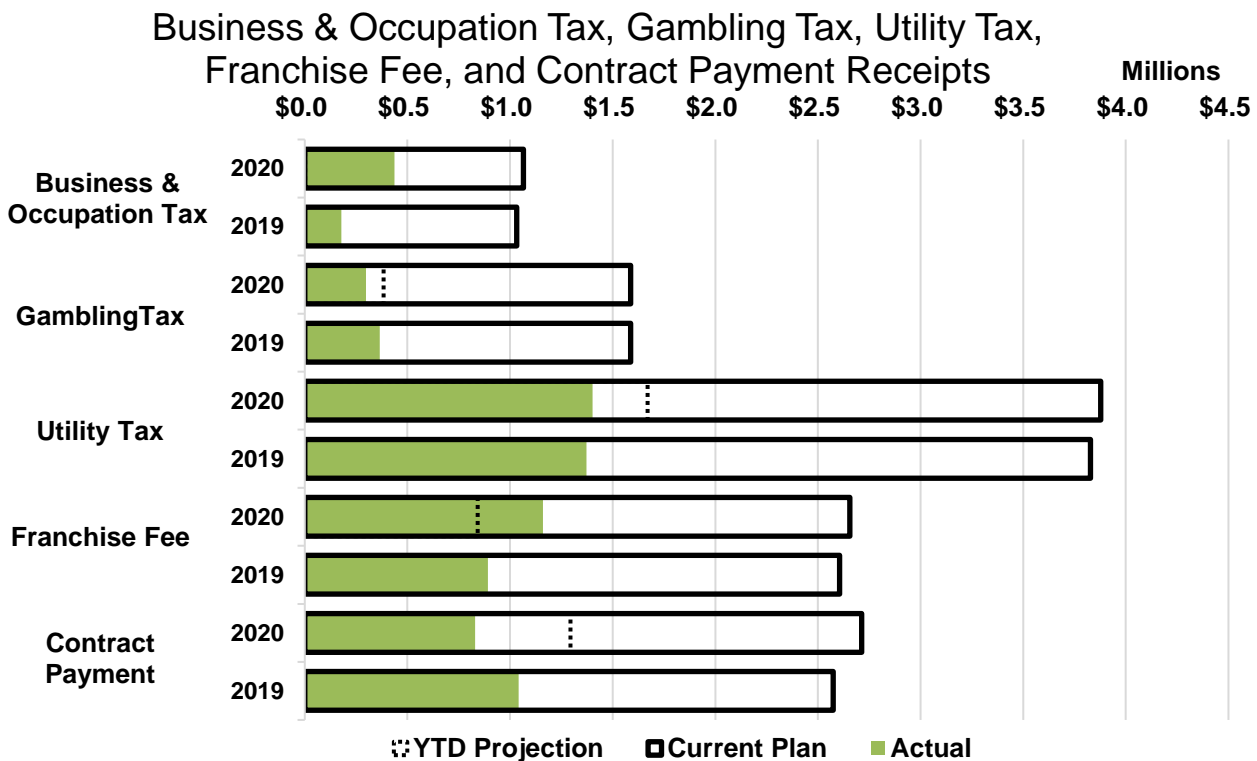
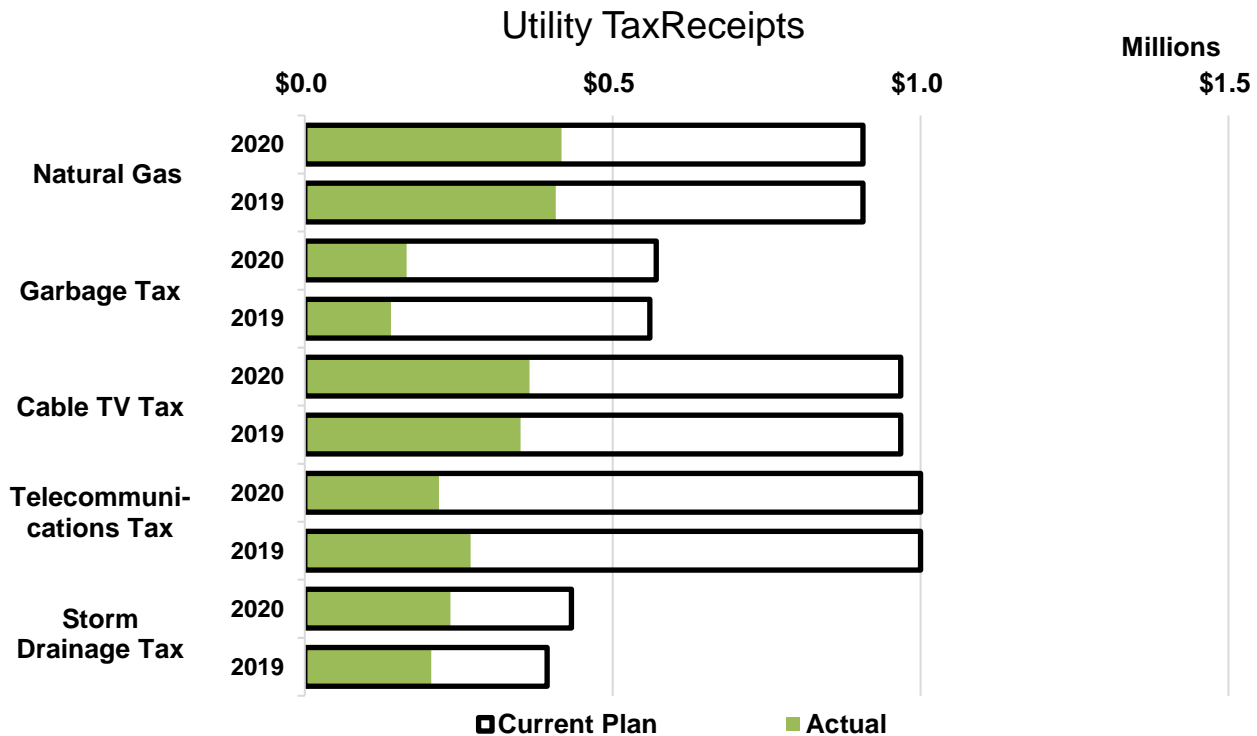


2020 SECOND QUARTER FINANCIAL REPORT

Attachment A

BUSINESS & OCCUPATION TAXES AND FRANCHISE FEE & CONTRACT PAYMENTS

The chart below compares actual receipts to the annual budget for each year and budget projection for 2020.

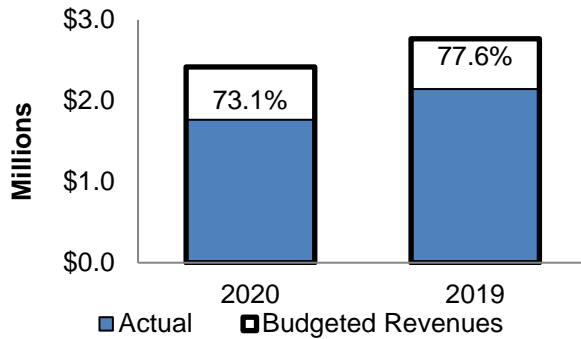




2020 SECOND QUARTER FINANCIAL REPORT

Attachment A

DEVELOPMENT REVENUE



2020 Current Plan	\$2,416,843
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2020 Second Quarter Actual Revenue	\$1,766,872
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% of 2020 Plan Received	73.1%
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2019 Current Plan	\$2,765,865
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2019 Second Quarter Actual Revenue	\$2,145,650
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% of 2019 Plan Received	77.6%
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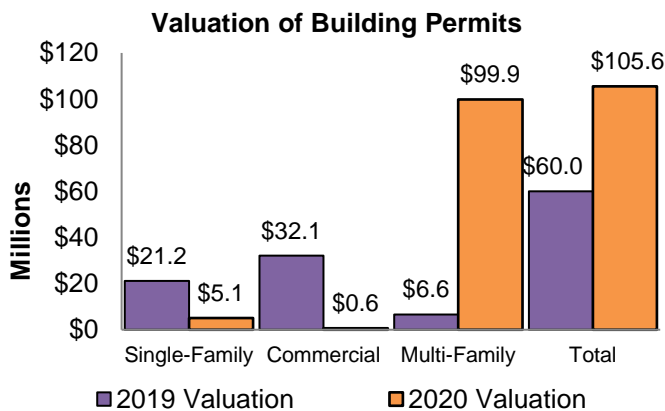
2020 v. 2019 \$ Change	(\$378,778)
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2020 v. 2019 % Change	-17.7%
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Development revenue receipts, including right-of-way permits, exhibit a year-over-year decrease of 17.7%.

Permit & Plan Check Fees Historical Comparison

Permit and Plan Check Fees receipts are more than 2019 and the Planning and Community Development's projection by 21.6% and 14.0%, respectively. Total permits processed are 127, or 9.1%, more than 2019.



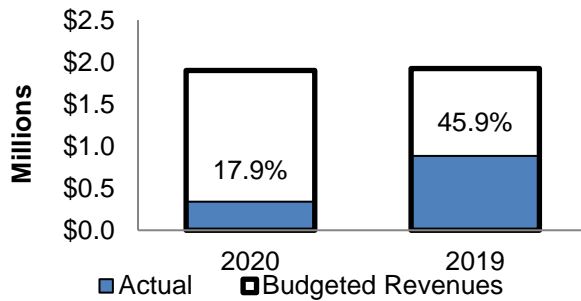
In the second quarter of 2020, the valuation of permits for new construction and remodels is comprised of 4.8% residential and 95.2% commercial / multi-family construction. In 2019 it was 35.4% residential and 64.6% commercial / multi-family construction. Compared to 2019, 42 fewer permits were issued for new single-family residences, with a value that is \$16.2 million less and 22 fewer permits for commercial / multi-family construction (new and remodels), with a value that is \$61.7 million more.



2020 SECOND QUARTER FINANCIAL REPORT

Attachment A

PARKS AND RECREATION REVENUE



2020 Current Plan	\$1,902,312
2020 Second Quarter Actual Revenue	\$341,370
% of 2020 Plan Received	17.9%
2019 Current Plan	\$1,923,665
2019 Second Quarter Actual Revenue	\$883,564
% of 2019 Plan Received	45.9%
2020 v. 2019 \$ Change	(\$542,195)
2020 v. 2019 % Change	-61.4%

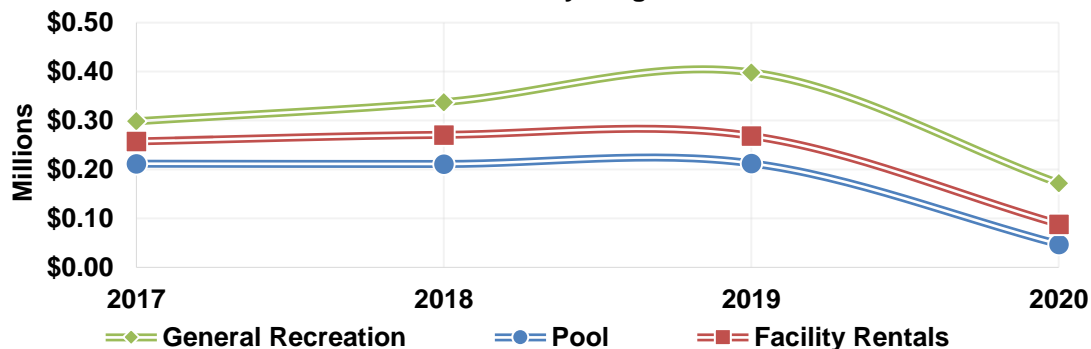
The closure of the City's recreation facilities for the months of March through May was estimated to result in a loss of registration and rental revenue of \$0.375 million, which was to be partially offset by \$0.134 million of directly related expenditure reductions. Regular summer programming and special events planned for the months of June through August were cancelled. Staff estimated a loss of revenue totaling \$0.840 million, which was to be partially offset by \$0.393 million of directly related expenditure reductions. Modified summer programming was designed and offered in July and August. Staff continues to evaluate the redesigned and limited participation in the City's summer day camps and intends to offer similar programming to support remote learning until students return to school in person. Staff are monitoring the impacts on the City's resources while considering the needs of the community and safety of participants and staff.

As a result, Parks and Recreation revenue receipts are 61.4% less than the year-ago level with receipts for general recreation programs, aquatics and facility rentals less than the year-ago level by 56.8%, 77.7%, and 67.1%, respectively.

Revenue by Program Area:

Year	General Recreation	Gen Rec % of Total	Pool	Pool % of Total	Facility Rentals	Fac Rent % of Total	Total Program Revenue	Non-Program Revenue
2017	\$298,524	38.9%	\$211,814	27.6%	\$257,397	33.5%	\$767,735	\$20,099
2018	\$337,651	41.2%	\$211,282	25.8%	\$270,850	33.0%	\$819,783	\$3,672
2019	\$398,471	45.3%	\$212,647	24.2%	\$268,706	30.5%	\$879,824	\$3,740
2020	\$172,021	55.9%	\$47,364	15.4%	\$88,498	28.7%	\$307,882	\$33,487

Recreation Revenue by Program Area

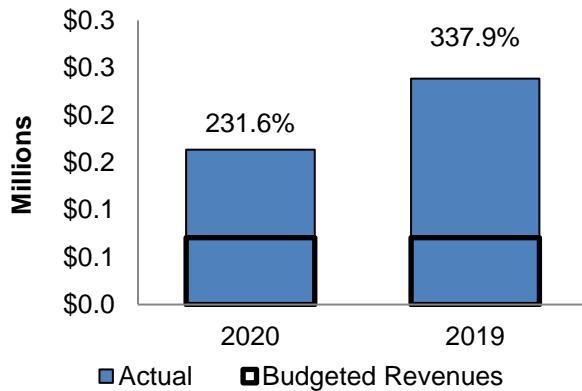




2020 SECOND QUARTER FINANCIAL REPORT

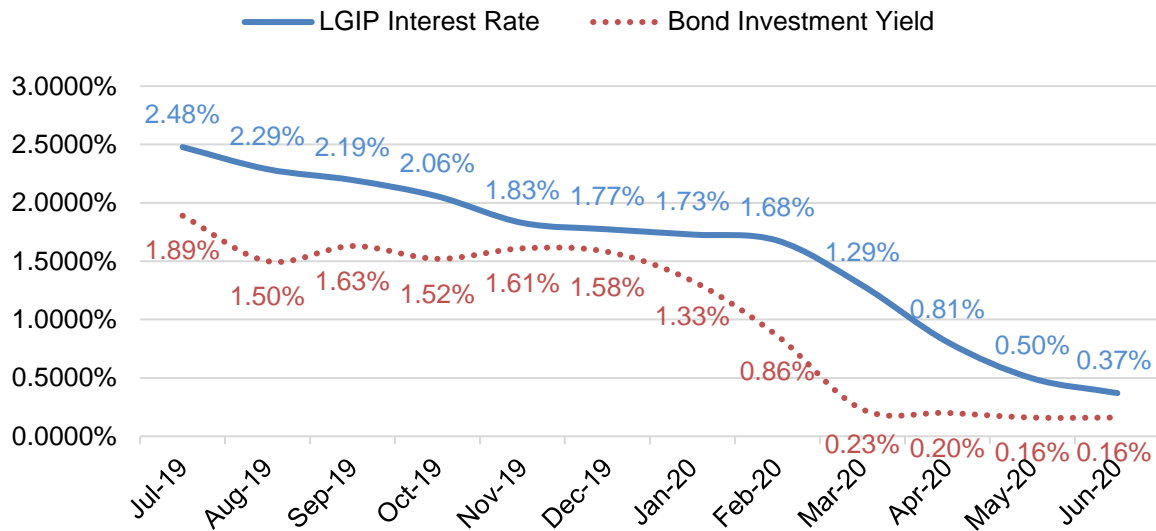
Attachment A

INTEREST INCOME



2020 Current Plan		\$70,600
2020 Second Quarter Actual Revenue	\$163,492	
% of 2020 Plan Received	231.6%	
2019 Current Plan		\$70,600
2019 Second Quarter Actual Revenue	\$238,584	
% of 2019 Plan Received	337.9%	
2020 v. 2019 \$ Change	(\$75,092)	
2020 v. 2019 % Change	-31.5%	

Interest income is less than that for 2019 by 31.5%. The City's investment policy adheres to strict standards as prescribed by federal law, state statutes, and local ordinances, and allows the City to develop an investment model to maximize its investment returns with the primary objectives of safety and liquidity.

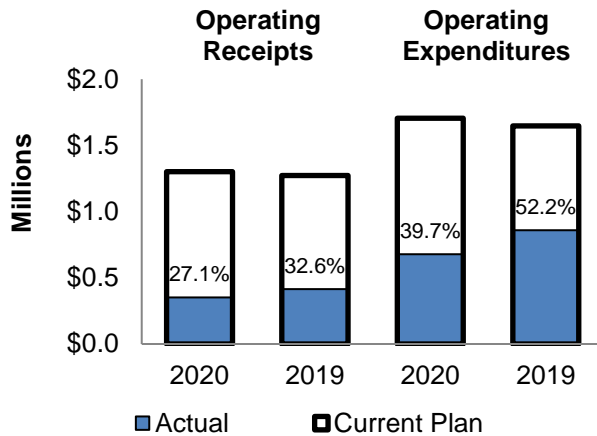




2020 SECOND QUARTER FINANCIAL REPORT

Attachment A

STREET FUND

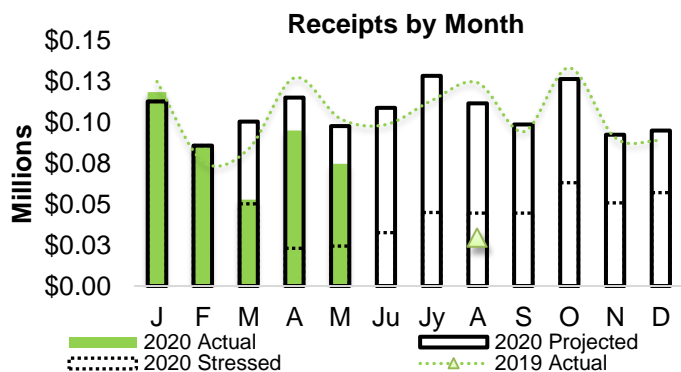
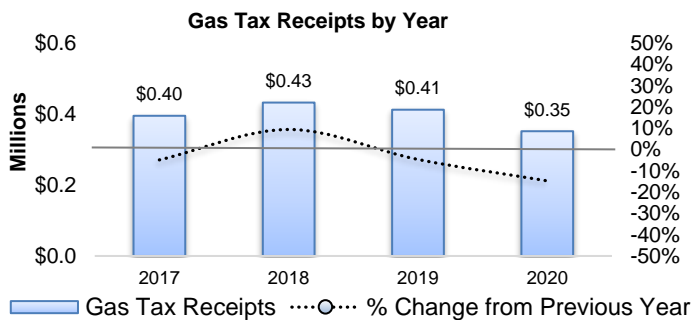


Street Fund	Resources	Expenditures
2020 Current Plan	\$2,119,258	\$2,119,258
Less Budgeted Use of Fund Balance	0	N/A
Less Other Sources & Transfers	817,237	412,988
2020 Operating Plan	\$1,302,021	\$1,706,270
Actual Operating Receipts/Expenditures	\$352,613	\$677,542
% of 2020 Receipts/Expenditures	27.1%	39.7%
2019 Current Plan	\$2,083,956	\$2,083,956
Less Budgeted Use of Fund Balance	148,975	N/A
Less Other Sources & Transfers	662,394	436,295
2019 Operating Plan	\$1,272,587	\$1,647,661
Actual Operating Receipts/Expenditures	\$415,171	\$860,166
% of 2019 Receipts/Expenditures	32.6%	52.2%
Operating 2020 v. 2019 \$ Change	(\$62,557)	(\$182,624)
Operating 2020 v. 2019 % Change	-15.1%	-21.2%

The table shows Street Fund receipts, excluding transfers in, are 15.1% less than 2019. Operating expenditures, excluding transfers out, are 21.2% less than 2019. Expenditures, including transfers out, are 29.4% less than 2019.

The Motor Vehicle Fuel Excise Tax, commonly referred to as Gas Tax, is assessed by the State as cents per gallon so revenue depends on the number of gallons sold, not the dollar value of the sales. It is then distributed monthly on a per capita basis to the City of Shoreline and placed in the Street Fund. When analyzing monthly Gas Tax receipts it is important to note there is a two-month lag from the time that Gas Tax is collected to the time it is distributed to the City. Therefore, the distribution received in March through June reflects activity from January through April.

Distributions for this period total \$351,685, which is 14.7% less than 2019. The COVID-19 stress test prepared earlier this year anticipated receipts for the months of March and April compared to the baseline projections would come lower by 50% and 80%, respectively. Actual receipts for those months came in lower by 47.5% and 17.5%, respectively. Staff will continue to closely monitor Gas Tax receipts.





2020 SECOND QUARTER FINANCIAL REPORT

Attachment A

GENERAL CAPITAL FUND

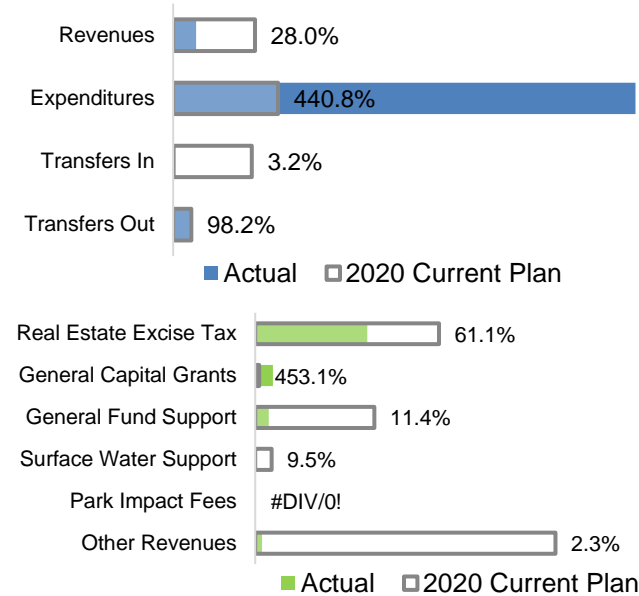
General Capital Fund	Resources	Expenditures
2020 Current Budget	\$6,417,400	\$4,666,278
Less Budgeted Use of Fund Balance	128,784	N/A
Less Other Sources & Transfers	3,186,330	687,552
2020 Capital Plan	\$3,102,286	\$3,978,726
Actual Capital Receipts/Expenditures	\$869,925	\$17,537,583
% of 2020 Receipts/Expenditures	28.0%	440.8%

Second Quarter Actual receipts are largely comprised of Real Estate Excise Tax, which is discussed separately in this report. The 2020 plan includes one-time transfers from the General Fund, Park Impact Fee Fund, and Surface Water Utility Fund as well as bond proceeds in support of the following capital projects listed in the table below. Funds are transferred from the General Fund, Park Impact Fee Fund, and Surface Water Utility Fund as expenditures are incurred by the projects.

Capital projects expended 440.8% of the current plan for the Capital Budget. Capital expenditures are impacted by the timing of construction schedules. The largest project planned for expenditure in 2019 was the acquisition of property for the future Shoreline Community and Aquatics Center. The issuance of debt and purchase of property were completed in January and February 2020.

Transfers Out are comprised of transfers to the General Fund for overhead and the Limited Tax General Obligation Bond Fund for City Hall debt service payments. More information on the scope and timing of capital projects, including updated estimates, can be found on pp. 302-324 of the City's 2019-2020 Adopted Biennial Budget and 2019-2024 Capital Improvement Plan book.

Transfers from the General Fund and Surface Water Utility Fund to cover expenditures for the City Maintenance Facility are reflected in the table below. The General Fund



also transferred the 2019 budgeted contribution of \$100,000 for the Playground Replacement project but has not yet transferred that budgeted for 2020.

General Fund Contributions to Projects	Biennial Budget	Amount Spent BTD	Budgeted General Fund Support	Amount Transferred
City Hall	\$190,000	\$32,168	\$190,000	\$0
Police Station at City Hall	\$135,919	\$66,341	\$1,885,729	\$0
City Maintenance Facility	\$1,746,614	\$765,430	\$1,112,254	\$343,027
Parks Repair & Replacement	\$533,582	\$192,643	\$100,000	\$75,000
Echo Lake Park Improvements	\$195,793	\$191,509	\$162,329	\$162,329
Playground Replacement	\$1,000,000	\$620,739	\$200,000	\$100,000
Soccer Field Rental Contribution	N/A	\$89,728	\$260,000	\$130,000
Parks Improvements-Sound Transit	\$113,000	\$0	\$113,000	\$0
Bond Proceeds for Projects	Project Budget	Amount Spent BTD	Budgeted Bond Proceeds	Amount Issued
PROS Plan Acquisitions (SAI7)	\$25,012,309	\$17,078,638	\$25,000,000	\$25,000,000
Community-Aquatics Center	\$16,800	\$122,931	\$0	\$0
Park Impact Fee (PIF) Contributions to Projects	Project Budget	Amount Spent YTD	Budgeted PIF Support	Amount Transferred
Parks Facilities Recreation Amenities Plan	\$185,000	\$3,020	\$125,000	\$0
Outdoor Multi-Use Sport Court	\$75,000	\$0	\$50,000	\$0
Surface Water Utility (SWM) Fund Contributions to Projects	Project Budget	Amount Spent YTD	Budgeted SWM Support	Amount Transferred
City Maintenance Facility	See above	See above	\$242,571	\$57,624

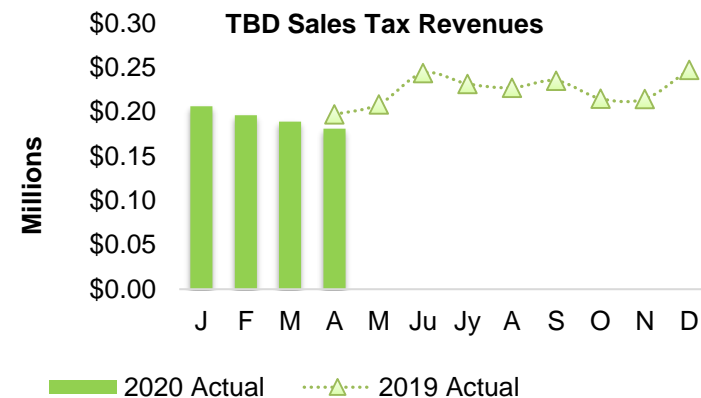
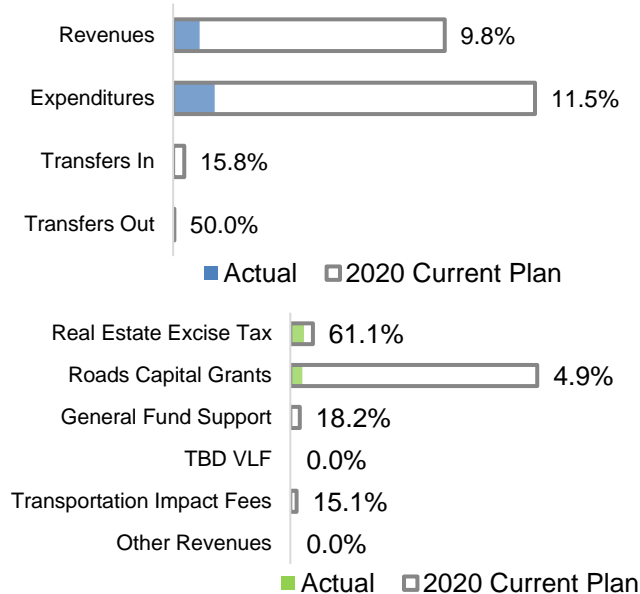


2020 SECOND QUARTER FINANCIAL REPORT

Attachment A

ROADS CAPITAL FUND

Roads Capital Fund	Resources	Expenditures
2020 Current Budget	\$28,819,766	\$28,886,066
Less Budgeted Use of Fund Balance	2,695,525	N/A
Less Other Sources & Transfers	4,539,903	104,687
2020 Capital Plan	\$21,584,338	\$28,781,379
Actual Capital Receipts/Expenditures	\$2,113,460	\$3,309,865
% of 2020 Receipts/Expenditures	9.8%	11.5%



Second Quarter Actual receipts are largely comprised of Real Estate Excise Tax. The 2020 plan includes one-time transfers from the General Fund and Transportation Impact Fee Fund as well as bond proceeds in support of the following capital projects listed in the table below. Funds are transferred from the General Fund and Transportation Impact Fee Fund as expenditures are incurred by the projects. The City received \$11.539 million in bond proceeds for the New Sidewalks Program, which is reflected in the table at the bottom of this page.

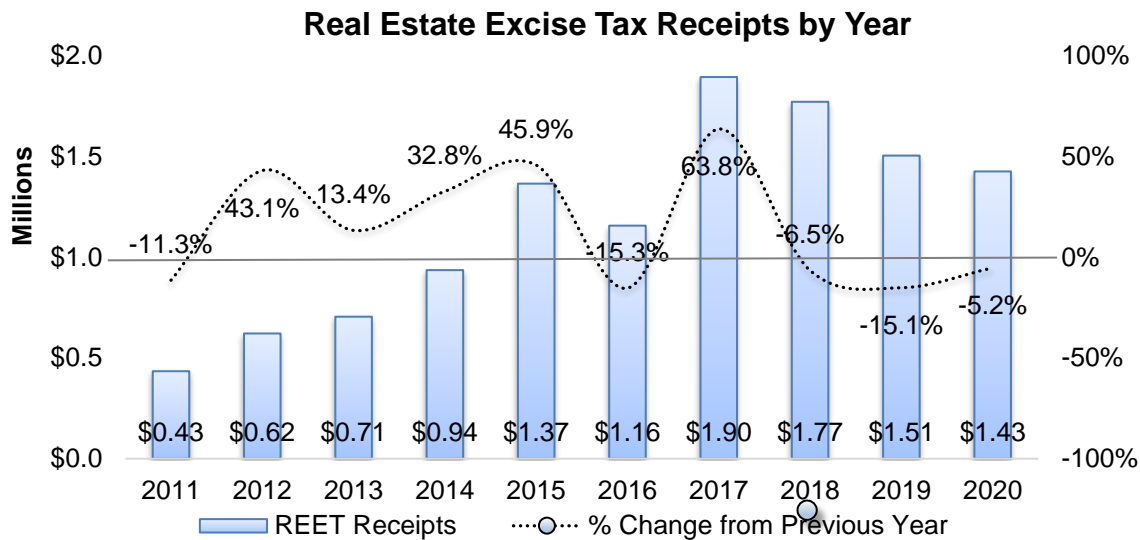
The regular Sales Tax rate is 10.0% with the City's portion accounting for 0.85% of the rate. At the November 6, 2018 General Election, Shoreline voters approved an additional 0.2% Sales Tax rate for the Shoreline Transportation Benefit District, revenue from which is reported in the Sidewalk LTGO Bond Fund and used to pay the debt service for the bonds issued to fund the New Sidewalks Program. Collections started in April 2019, as reflected in the chart to the left. It is important to note, there is a two-month lag from the time that sales tax is collected to the time it is distributed to the City. Receipts for the month of March through June 2020, in the amount of \$0.772 million, reflects activity for the months of January through April. This revenue is deposited in the Sidewalk LTGO Bond 2019 Fund to cover the debt service issued for the New Sidewalks Program.

Capital projects expended 11.5% of the current plan for the Capital Budget. Capital expenditures are impacted by the timing of construction schedules. Transfers Out are comprised of transfers to the General Fund for overhead. More information on the scope and timing of capital projects, including updated estimates, can be found on pp. 344-375 of the City's 2019-2020 Adopted Biennial Budget and 2019-2024 Capital Improvement Plan book.

General Fund Contributions to Projects	Biennial Budget	Amount Spent BTD	Budgeted General Fund Support	Amount Transferred
Sidewalk Rehabilitation Program	\$1,757,534	\$124,443	\$305,034	\$228,776
Trail Along the Rail	\$329,117	\$1,563	\$203,144	\$1,473
147 th /148 th Non-Motorized Bridge	\$2,083,838	\$543,089	\$281,318	\$51,901
185 th Corridor Study	\$390,691	\$354,535	\$390,691	\$336,846
160 th and Greenwood/Innis Arden	\$101,548	\$131,836	\$101,548	\$101,548
Driveway Relocation Richmond Beach Rd	\$60,000	\$3,566	\$60,000	\$0
Transfer of Gambling Tax	N/A	N/A	\$195,302	\$97,651
Bond Proceeds for Projects	Project Budget	Amount Spent YTD	Budgeted Bond Proceeds	Amount Issued
New Sidewalks Program	\$4,245,000	\$25,804	\$0	\$11,538,551
Transportation Impact Fee (TIF) Contributions to Projects	Project Budget	Amount Spent YTD	Budgeted TIF Support	Amount Transferred
N 175 th St - Stone Ave N to I5	\$3,639,193	\$806,274	\$486,000	\$115,634

REAL ESTATE REPORT

Real Estate Excise Tax



Real Estate Excise Tax (REET) revenue receipts, in the amount of \$1,426,862, are 36.5% more than the budget projection but 5.2% less than 2019. The number of transactions is down 7.4% as compared to 2019.

May: The number of transactions were down compared to the same month in 2019 and 2018 by 36.1% and 31.9%, respectively. The transaction value/tax collected was down compared to the same month in 2019 and 2018 by 33.3% and 35.8%, respectively.

June: June saw an increase in activity as compared to May; however, the number of transactions were down compared to the same month in 2019 and 2018 by 14.4% and 10.1%, respectively. The transaction value/tax collected was down compared to the same month in 2019 and 2018 by 26.1% and 11.1%, respectively.

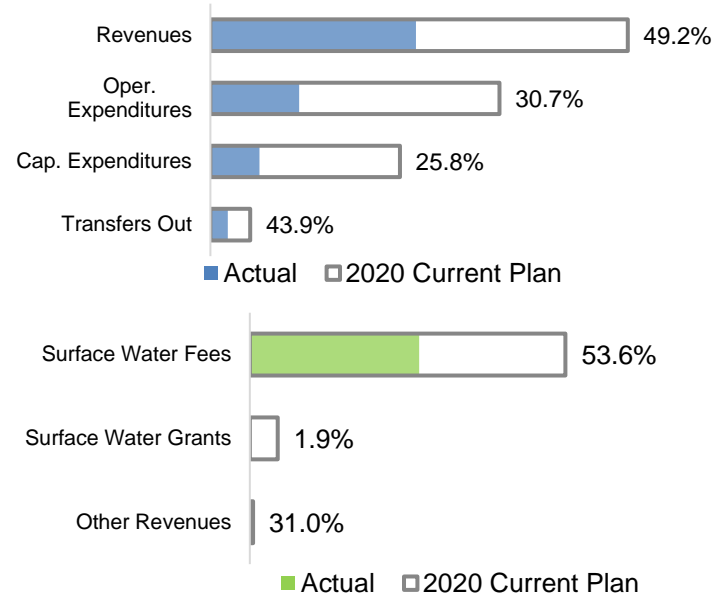


2020 SECOND QUARTER FINANCIAL REPORT

Attachment A

SURFACE WATER UTILITY FUND

Surface Water Utility Fund	Resources	Expenditures
2020 Current Budget	\$10,218,374	\$10,042,912
Less Budgeted Use of Fund Balance	2,138,029	N/A
Less Other Sources & Transfers	0	770,063
Operating & Capital Budget	\$8,080,345	\$9,272,849
Actual Oper. +Cap. Receipts/Expenditures	\$3,979,161	\$2,665,862
% of 2020 Receipts/Expenditures	49.2%	28.7%



The Surface Water Utility Fund (SWM) includes both on-going operational programs and capital projects with both being reflected in the total expenditures and revenues for the fund.

SWM ongoing revenues include storm drainage fees and investment interest earnings. Surface Water Fee payments are due to King County in April and October. The County then must remit the City's portion resulting in most collections occurring in the second and fourth quarters.

Surface Water Utility operations expended 30.7% of the current plan for the Operating Budget, which is 2.9% less than 2019. Capital projects expended 25.8% of the current plan for the Capital Budget. Capital expenditures are impacted by the timing of construction schedules.

Transfers from the Surface Water Utility Fund to cover expenditures for the City Maintenance Facility in the General Capital Fund are reflected in this report.

More information on the scope and timing of capital projects, including updated estimates, can be found on pp. 380-415 of the City's 2019-2020 Adopted Biennial Budget and 2019-2024 Capital Improvement Plan book.



2020 SECOND QUARTER FINANCIAL REPORT

Attachment A

INVESTMENT REPORT: JUNE 30, 2020

The City's investment policy adheres to strict standards prescribed by federal law, state statutes, local ordinances, and allows the City to develop an investment model to maximize its investment returns within the primary objectives of safety and liquidity.

Our yield objectives are very important and, pursuant to policy, the basis used by the City to determine whether the market yields are being achieved through the use of a comparable benchmark. Our benchmark has been identified as the current yield to maturity of the Washington State Local Government Investment Pool (LGIP), which had been the City's primary mode of investment prior to adopting our Investment Policy. As of June 30, 2020, the City's investment portfolio, excluding the State Investment Pool had a current weighted average rate of return of 1.5308%. This is higher than the 0.3697% rate of return of the State Investment Pool.

Total annual investment interest earnings through June 30, 2020 were \$329,595 which is 160% of \$206,034 (2020's total budgeted investment earnings). While the returns experienced in the first quarter exceed the budget expectations significant decreases in the interest rates will impact returns through the end of the year. We have already experienced a large number of calls on our higher rate investments and the LGIP rates have decreased accordingly as well. With that in mind, we anticipate that we will be challenged to beat even the conservative LGIP Pool benchmark in the 3rd and 4th quarters. Additionally, we anticipate that interest revenues for 2021-2022 will be significantly less than 2020. Given the low interest rate market, we are consulting with investment professionals to strategize the best approach and timing to return to a laddered portfolio in order to maximize returns.

As of June 30, 2020, the City's investment portfolio had a fair value of nearly \$75.7 million. Approximately 23% of the investment portfolio was held in U.S. government instrumentality securities, and 77% was held in the Washington State Investment Pool. The City's investment portfolio valued at cost as of June 30, 2020 was approximately \$75.5 million. The difference between the cost and the market value of the portfolio represents either the loss or the gain of the portfolio if the City were to liquidate investments as of the day that the market value is stated. This would only be done if the City needed to generate cash. The City holds all its investments until the scheduled maturity date, and therefore when the investments mature, the principal market value should equal the cost of the investment. The City also holds sufficient investments within the State Pool to allow for immediate cash liquidation if needed.



2020 SECOND QUARTER FINANCIAL REPORT

Attachment A

LGIP Cash and Investment Balances

Investment Instruments	CUSIP #	BROKER	Settlement Date	Maturity Date	Par Value	Investment Cost	Yield To Maturity	Unrecognized Gain/(Loss)	Market Value 06/30/20
FHLB 1.75	3134GBYR7	Multi-Bank Security	07/27/17	07/27/20	1,000,000	1,000,350	1.7145%	797	1,001,147
US Treasury 2.25	912828C57	PiperJaffray	11/20/19	03/31/21	2,000,000	2,017,032	1.6140%	14,062	2,031,094
US Treasury 2.25	912828WG1	PiperJaffray	11/22/19	04/30/21	2,000,000	2,017,780	1.6220%	16,986	2,034,766
US Treasury 1.625	9128287A2	Multi-Bank Security	12/06/19	06/30/21	2,000,000	1,999,675	1.6350%	29,387	2,029,062
US Treasury 2.750	9128285A4	Financial Northeastern	02/20/20	09/15/21	2,000,000	2,040,000	1.4532%	22,422	2,062,422
FHLB 3.00	3130AF5B9	PiperJaffray	02/20/20	10/12/21	2,000,000	2,050,320	1.4455%	22,556	2,072,876
FFCB 3.05	3133EJ774	PiperJaffray	02/20/20	11/15/21	2,000,000	2,054,460	1.4551%	23,654	2,078,114
FFCB 1.76	3133EGL60	PiperJaffray	02/20/20	11/29/21	2,000,000	2,010,280	1.4651%	33,432	2,043,712
FHLB 2.625	313376C94	PiperJaffray	02/20/20	12/10/21	2,000,000	2,040,980	1.4702%	29,250	2,070,230
Sub Total - Investments					\$ 17,000,000	\$ 17,230,877		\$ 192,546	\$ 17,423,423
State Investment Pool						58,312,806	0.3697%		58,312,806
Sub Total - State Investment Pool						58,312,806			58,312,806
Total LGIP + Investments						\$ 75,543,683		\$ 192,546	\$ 75,736,229

Portfolio Diversification

Instrument Type	Percentage	Amount at Cost	Amount at Market Value
FFCB	5.4%	\$ 4,064,740	\$ 4,121,826
FHLB	6.8%	5,091,650	5,144,253
FNMA	0.0%	0	0
US Treasury	10.8%	8,074,487	8,157,344
FICO STRIP PRIN SER D-P	0.0%	0	0
State Investment Pool	77.0%	58,312,806	58,312,806
Total LGIP + Investments	100%	\$ 75,543,683	\$ 75,736,229

Broker	Percentage	Amount at Cost	Amount at Market Value
Financial Northw estern	2.7%	\$ 2,040,000	\$ 2,062,422
1st Empire	0.0%	-	-
Time Value Investment	0.0%	-	-
PiperJaffray	16.1%	12,190,852	12,330,792
Multi-Bank Security	4.0%	3,000,025	3,030,209
State Investment Pool	77.2%	58,312,806	58,312,806
Total LGIP + Investments	100%	\$ 75,543,683	\$ 75,736,229

Investments by Fund

Fund	Investments at Cost as of 06/30/2020	LGIP State Investment Pool as of 06/30/2020	Total LGIP + Investments at Cost by Fund as of 06/30/2020	Unrecognized Gain/(Loss) as of 06/30/2020	Total Market Value of Investments by Fund as of 06/30/2020	2020 Budgeted Investment Earnings	2020 Actual Investment Earnings	Over/(Under) Budget
001 General	\$ 6,070,678	\$ 20,544,412	\$ 26,615,090	\$ 67,837	\$ 26,682,927	\$ 69,000	\$ 120,820	\$ 51,820
101 Street	28,800	97,464	126,264	322	126,586	2,500	928	(1,572)
107 Code Abatement	94,591	320,114	414,704	1,057	415,761	550	2,230	1,680
108 Asset Seizure	12,366.92	41,852.19	54,219.12	138.19	54,357	-	292	292
109 Public Arts	35,095	118,769	153,865	392	154,257	-	918	918
112 Fed Drug Enforcement	5,206	17,617	22,823	58	22,881	200	123	(77)
117 Transportation Impact Mitigation	1,082,016	3,661,762	4,743,778	12,091	4,755,869	-	24,469	24,469
118 Parks Impact Fees	200,870	679,785	880,654	2,245	882,899	-	4,115	4,115
190 Revenue Stabilization	1,246,526	4,218,499	5,465,025	13,929	5,478,954	-	-	-
230 Sidewalk LTGO Bond Admin	591,743	2,002,580	2,594,324	6,612	2,600,936	-	12,056	12,056
301 General Capital	2,089,041	7,069,741	9,158,782	23,344	9,182,126	2,167	38,217	36,050
312 City Fac-Mjr Maint	22,449	75,972	98,421	251	98,671	-	344	344
330 Roads Capital	757,978	2,565,152	3,323,130	8,470	3,331,600	46,269	18,521	(27,748)
331 Trans Bene Dist	332,724	1,126,007	1,458,731	3,718	1,462,449	-	4,737	4,737
332 Sidewalk Expansion Fund Admin	2,618,266	8,860,748	11,479,015	29,258	11,508,272	-	60,859	60,859
401Surface Water Utility Fund	1,275,009	4,314,892	5,589,901	14,248	5,604,149	77,348	24,202	(53,146)
405 Wastewater Fund	45,622	154,396	200,018	510	200,528	-	520	520
501 Vehicle Oper/Maint	56,002	189,522	245,523	626	246,149	-	534	534
503 Equip Dep Replace	660,070	2,233,811	2,893,881	7,376	2,901,257	8,000	15,516	7,516
505 Unemployment	5,825	19,712	25,537	65	25,602	-	194	194
Total Investments	\$ 17,230,877	\$ 58,312,806	\$ 75,543,683	\$ 192,546	\$ 75,736,229	\$ 206,034	\$ 329,595	\$ 123,561

City of Shoreline Budgeted Positions and FTEs

Department	Job Title	2019		2020		2021		2022	
		Position Count	FTE Count	Position Count	FTE Count	Position Count	FTE Count	Position Count	FTE Count
City Council	Mayor	1	1.00000	1	1.00000	1	1.00000	1	1.00000
City Council	Deputy Mayor	1	1.00000	1	1.00000	1	1.00000	1	1.00000
City Council	Councilmember	5	5.00000	5	5.00000	5	5.00000	5	5.00000
Department Total		7	7.00000	7	7.00000	7	7.00000	7	7.00000
City Manager	Administrative Assistant II	3	2.50001	3	2.50000	3	2.25000	3	2.25000
City Manager	Administrative Assistant III	1	1.00000	1	1.00000	1	1.00000	1	1.00000
City Manager	Assistant City Manager	1	1.00000	1	1.00000	1	1.00000	1	1.00000
City Manager	City Clerk	1	1.00000	1	1.00000	1	1.00000	1	1.00000
City Manager	City Manager	1	1.00000	1	1.00000	1	1.00000	1	1.00000
City Manager	CMO Management Analyst	1	1.00000	1	1.00000	1	1.00000	1	1.00000
City Manager	Code Enforcement Officer	1	1.00000	1	1.00000	1	1.00000	1	1.00000
City Manager	Communication Specialist	1	1.00000	1	1.00000	1	1.00000	1	1.00000
City Manager	Communications Program Manager	1	1.00000	1	1.00000	1	1.00000	1	1.00000
City Manager	Construction Inspector	1	1.00000	1	1.00000	1	1.00000	1	1.00000
City Manager	Customer Response Team Representative	2	2.00000	2	2.00000	2	2.00000	2	2.00000
City Manager	Code Enforcement and Customer Response Team Supervisor	1	1.00000	1	1.00000	1	1.00000	1	1.00000
City Manager	Deputy City Clerk	1	1.00000	1	1.00000	1	1.00000	1	1.00000
City Manager	Economic Development Program Manager	1	1.00000	1	1.00000	1	1.00000	1	1.00000
City Manager	Engineer II: Development Review	1	1.00000	0	0.00000	0	0.00000	0	0.00000
City Manager	Executive Assistant to the City Manager	1	1.00000	1	1.00000	1	1.00000	1	1.00000
City Manager	Intergovernmental Program Manager	1	1.00000	1	1.00000	1	1.00000	1	1.00000
City Manager	Light Rail Project Coordinator	0	0.00000	1	1.00000	1	1.00000	1	1.00000
City Manager	Lynnwood Link Extension Light Rail Project Manager	1	1.00000	1	1.00000	1	1.00000	1	1.00000
City Manager	Public Disclosure Specialist	1	0.50000	1	0.50000	1	0.50000	1	0.50000
City Manager	Records Coordinator	1	1.00000	1	1.00000	1	1.00000	1	1.00000
City Manager	Senior Planner	2	1.12500	1	0.50000	0	0.00000	0	0.00000
City Manager	WW Administrative Assistant I	0	0.50000	0	0.50000	0	0.50000	0	0.50000
Department Total		25	23.62501	24	23.00000	23	22.25000	23	22.25000
Recreation & Community Services	Administrative Assistant I	0	0.00000	0	0.00000	1	0.60000	1	0.60000
Recreation & Community Services	Administrative Assistant II	1	1.00000	1	1.00000	4	4.00000	4	4.00000
Recreation & Community Services	Administrative Assistant III	0	0.00000	0	0.00000	1	1.00000	1	1.00000
Recreation & Community Services	Diversity & Inclusion Coordinator	1	0.60000	1	0.60000	1	0.60000	1	0.60000
Recreation & Community Services	Community Services Manager	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Recreation & Community Services	Emergency Management Coordinator	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Recreation & Community Services	Environmental Program Specialist	0	0.00000	1	1.00000	1	1.00000	1	1.00000
Recreation & Community Services	Environmental Services Coordinator	0	0.00000	1	1.00000	1	1.00000	1	1.00000
Recreation & Community Services	Grants Administrator	0	0.18000	0	0.18000	1	0.88000	1	0.88000
Recreation & Community Services	Housing Human Services Coordinator	0	0.00000	0	0.00000	1	0.50000	1	0.50000
Recreation & Community Services	Neighborhoods Coordinator	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Recreation & Community Services	PRCS Supervisor 1 - Recreation	0	0.00000	0	0.00000	2	1.90000	2	1.90000
Recreation & Community Services	PRCS Supervisor 2 - Recreation	0	0.00000	0	0.00000	1	1.00000	1	1.00000
Recreation & Community Services	Public Art Coordinator	0	0.00000	0	0.00000	1	0.50000	1	0.50000
Recreation & Community Services	Recreation and Community Services Director	0	0.00000	0	0.00000	1	1.00000	1	1.00000
Recreation & Community Services	Recreation Specialist I	0	0.00000	0	0.00000	5	2.95000	5	2.95000
Recreation & Community Services	Recreation Specialist II	0	0.00000	0	0.00000	5	4.40000	5	4.40000
Recreation & Community Services	Recreation Superintendent	0	0.00000	0	0.00000	1	1.00000	1	1.00000
Recreation & Community Services	Rental & System Coordinator	0	0.00000	0	0.00000	0	0.30000	0	0.30000
Recreation & Community Services	Senior Management Analyst	0	0.00000	0	0.00000	1	0.60000	1	0.60000
Recreation & Community Services	Special Events Coordinator	0	0.00000	0	0.00000	1	1.00000	1	1.00000
Department Total		5	4.78000	7	6.78000	32	27.23000	32	27.23000
City Attorney	Assistant City Attorney	1	1.00000	1	1.00000	1	1.00000	1	1.00000
City Attorney	City Attorney	1	1.00000	1	1.00000	1	1.00000	1	1.00000
City Attorney	Legal Assistant	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Department Total		3	3.00000	3	3.00000	3	3.00000	3	3.00000
Administrative Services	Administrative Assistant II	1	1.25000	1	1.25000	2	1.25000	2	1.25000
Administrative Services	Administrative Assistant III	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Administrative Services	Administrative Services Director	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Administrative Services	B&O Tax Analyst	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Administrative Services	Budget Analyst	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Administrative Services	Budget & Tax Manager	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Administrative Services	Fleet & Facilities Manager	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Administrative Services	Facilities Maintenance Worker II	2	2.00000	2	2.00000	2	2.00000	2	2.00000
Administrative Services	Finance Manager	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Administrative Services	Finance Technician	1	1.00000	1	1.00000	1	0.62500	1	0.62500
Administrative Services	GIS Technician	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Administrative Services	Grants Administrator	1	0.70000	1	0.70000	0	0.00000	0	0.00000
Administrative Services	Information Technology Manager	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Administrative Services	IT Functional Analyst	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Administrative Services	IT Projects Manager	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Administrative Services	IT Specialist	2	1.50000	2	1.50000	2	1.50000	2	1.50000
Administrative Services	IT Systems Analyst	2	2.00000	2	2.00000	2	2.00000	2	2.00000
Administrative Services	Management Analyst	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Administrative Services	Network Administrator	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Administrative Services	Parks Maintenance Worker I	0	0.00000	0	0.00000	2	2.00000	2	2.00000
Administrative Services	Parks Maintenance Worker II	0	0.00000	0	0.00000	4	4.00000	4	4.00000
Administrative Services	Parks Superintendent	0	0.00000	0	0.00000	1	1.00000	1	1.00000
Administrative Services	Rental & System Coordinator	0	0.00000	0	0.00000	1	0.70000	1	0.70000
Administrative Services	Payroll Officer	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Administrative Services	Purchasing Coordinator	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Administrative Services	Senior Finance Technician	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Administrative Services	Senior Accounting Analyst	2	2.00000	1	1.00000	1	1.00000	1	1.00000
Recreation & Community Services	Senior Management Analyst	0	0.00000	0	0.00000	0	0.40000	0	0.40000
Administrative Services	Senior Parks Maintenance Worker	0	0.00000	0	0.00000	2	2.00000	2	2.00000
Administrative Services	Web Systems Analyst	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Administrative Services	WW Administrative Assistant I	1	0.50000	1	0.50000	1	0.50000	1	0.50000
Administrative Services	WW Utility Accounting Technician	2	2.00000	2	2.00000	2	2.00000	2	2.00000
Administrative Services	WW Utility Customer Service Representative	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Department Total		32	30.95000	31	29.95000	41	38.97500	41	38.97500

City of Shoreline Budgeted Positions and FTEs

Department	Job Title	2019		2020		2021		2022	
		Position Count	FTE Count	Position Count	FTE Count	Position Count	FTE Count	Position Count	FTE Count
Human Resources	Human Resources Technician	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Human Resources	Human Resource and Organizational Development Director	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Human Resources	Senior Human Resources Analyst	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Department Total		3	3.00000	3	3.00000	3	3.00000	3	3.00000
Parks & Recreation	Administrative Assistant I	1	0.60000	1	0.60000	0	0.00000	0	0.00000
Parks & Recreation	Administrative Assistant II	3	3.00000	3	3.00000	0	0.00000	0	0.00000
Parks & Recreation	Administrative Assistant III	1	1.00000	1	1.00000	0	0.00000	0	0.00000
Parks & Recreation	Engineer I: Capital Projects	0	0.02000	0	0.05000	0	0.00000	0	0.00000
Parks & Recreation	Engineer II: Capital Projects	0	0.05000	0	0.05000	0	0.00000	0	0.00000
Parks & Recreation	Management Analyst	0	0.00000	0	0.00000	0	0.00000	0	0.00000
Parks & Recreation	Parks Director	1	1.00000	1	1.00000	0	0.00000	0	0.00000
Parks & Recreation	Parks Maintenance Worker I	2	2.00000	2	2.00000	0	0.00000	0	0.00000
Parks & Recreation	Parks Maintenance Worker II	4	4.00000	4	4.00000	0	0.00000	0	0.00000
Parks & Recreation	Parks Superintendent	1	1.00000	1	1.00000	0	0.00000	0	0.00000
Parks & Recreation	PRCS Rental & System Coordinator	1	1.00000	1	1.00000	0	0.00000	0	0.00000
Parks & Recreation	PRCS Supervisor 2 - Aquatics	1	1.00000	1	1.00000	0	0.00000	0	0.00000
Parks & Recreation	PRCS Supervisor 1 - Recreation	2	1.90000	2	1.90000	0	0.00000	0	0.00000
Parks & Recreation	PRCS Supervisor 2 - Recreation	1	1.00000	1	1.00000	0	0.00000	0	0.00000
Parks & Recreation	Public Art Coordinator	1	0.50000	1	0.50000	0	0.00000	0	0.00000
Parks & Recreation	Recreation Specialist I	5	2.95000	5	2.95000	0	0.00000	0	0.00000
Parks & Recreation	Recreation Specialist II	5	4.40000	5	4.40000	0	0.00000	0	0.00000
Parks & Recreation	Recreation Specialist III - Aquatics	1	1.00000	1	1.00000	0	0.00000	0	0.00000
Parks & Recreation	Recreation Superintendent	1	1.00000	1	1.00000	0	0.00000	0	0.00000
Parks & Recreation	Senior Lifeguard	4	3.07500	4	3.07500	0	0.00000	0	0.00000
Parks & Recreation	Senior Management Analyst	1	1.00000	1	1.00000	0	0.00000	0	0.00000
Parks & Recreation	Senior Parks Maintenance Worker	2	2.00000	2	2.00000	0	0.00000	0	0.00000
Parks & Recreation	Special Events Coordinator	1	1.00000	1	1.00000	0	0.00000	0	0.00000
Department Total		39	34.49500	39	34.52500	0	0.00000	0	0.00000
Planning & Community Development	Administrative Assistant II	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Planning & Community Development	Administrative Assistant III	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Planning & Community Development	Assistant Planner	1	1.00000	1	1.00000	0	0.00000	0	0.00000
Planning & Community Development	Associate Planner	3	3.00000	3	3.00000	4	4.00000	4	4.00000
Planning & Community Development	Building Official	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Planning & Community Development	Combination Inspector	3	3.00000	3	3.00000	3	3.00000	3	3.00000
Planning & Community Development	Management Analyst	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Planning & Community Development	Permit Services Manager	1	0.82000	1	0.82000	1	0.82000	1	0.82000
Planning & Community Development	Permit Technician	3	3.00000	3	3.00000	3	3.00001	3	3.00000
Planning & Community Development	Planning & Community Development Director	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Planning & Community Development	Planning Manager	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Planning & Community Development	Plans Examiner II	2	2.00000	2	2.00000	2	2.00000	2	2.00000
Planning & Community Development	Plans Examiner III	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Planning & Community Development	Senior Planner	2	2.25000	3	2.50000	2	2.00000	2	2.00000
Planning & Community Development	Structural Review Plans Examiner	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Department Total		23	23.07000	24	23.32000	23	22.82001	23	22.82000
Public Works	Administrative Assistant II	2	2.00000	2	2.00000	2	2.00000	2	2.00000
Public Works	Administrative Assistant III	1	1.00000	2	2.00000	2	2.00000	2	2.00000
Public Works	City Engineer	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Public Works	City Traffic Engineer	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Public Works	Construction Inspector	2	2.00000	2	2.00000	2	2.00000	2	2.00000
Public Works	Development Review and Construction Manager	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Public Works	Engineer I: Capital Projects	2	1.98000	2	1.95000	3	3.00000	3	3.00000
Public Works	Engineer I: Development Review	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Public Works	Engineer I: Surface Water	1	1.00001	1	1.00000	0	0.00000	0	0.00000
Public Works	Engineer II: Capital Projects	4	3.95000	4	3.95000	6	6.00000	6	6.00000
Public Works	Engineer II: Development Review	2	2.00000	2	2.00000	2	2.00000	2	2.00000
Public Works	Engineer II: Surface Water	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Public Works	Engineer II: Traffic	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Public Works	Engineer III: Capital Projects	0	0.00000	0	0.00000	1	1.00000	1	1.00000
Public Works	Engineering Manager	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Public Works	Engineering Technician	4	4.00000	4	4.00000	3	3.00000	3	3.00000
Public Works	Environmental Program Specialist	1	1.00000	0	0.00000	0	0.00000	0	0.00000
Public Works	Environmental Services Analyst	1	1.00000	0	0.00000	0	0.00000	0	0.00000
Administrative Services	Grants Administrator	0	0.12000	0	0.12000	0	0.12000	0	0.12000
Public Works	Grounds Maintenance Worker I	3	3.00000	3	3.00000	3	3.00002	3	3.00002
Public Works	Grounds Maintenance Worker II	2	2.00000	2	2.00000	2	2.00001	2	2.00001
Public Works	Grounds Maintenance Supervisor	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Public Works	Permit Services Manager	0	0.18000	0	0.18000	0	0.18000	0	0.18000
Public Works	Public Works Director	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Public Works	PW Maintenance Superintendent	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Public Works	PW Maintenance Worker I	1	1.00000	1	1.00000	2	2.00000	2	2.00000
Public Works	PW Maintenance Worker II	7	7.00000	7	7.00000	6	6.00000	6	6.00000
Public Works	Senior Grounds Maintenance Worker	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Public Works	Senior Management Analyst	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Public Works	Senior Planner	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Public Works	Senior PW Maintenance Worker	2	2.00000	2	2.00000	2	2.00000	2	2.00000
Public Works	Senior Surface Water Program Specialist	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Public Works	Senior VWW Utility Maintenance Worker	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Public Works	Surface Water Utility Manager	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Public Works	Surface Water Program Specialist	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Public Works	Surface Water Quality Specialist	1	1.00000	1	1.00000	0	0.00000	0	0.00000
Public Works	Transportation Services Manager	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Public Works	Transportation Specialist	1	1.00000	1	1.00000	2	2.00000	2	2.00000
Public Works	Utility & Operations Manager	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Public Works	Utility Operations Specialist	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Public Works	Wastewater Manager	1	1.00000	1	1.00000	1	1.00000	1	1.00000
Public Works	WW Utility Maintenance Worker	5	5.00000	5	5.00000	5	5.00000	5	5.00000
Public Works	WW Utility Specialist	2	2.00000	2	2.00000	2	2.00000	2	2.00000
Department Total		65	65.23001	64	64.20000	66	66.30003	66	66.30003

City of Shoreline Budgeted Positions and FTEs

Department	Job Title	2019		2020		2021		2022	
		Position Count	FTE Count	Position Count	FTE Count	Position Count	FTE Count	Position Count	FTE Count
Total City Personnel		202	195.150	202	194.775	198	190.575	198	190.575
Total FTE excluding City Council:		188.15002		187.77500		183.57504		183.57503	

**City of Shoreline 2019 - 2026 Capital Improvement Plan
Program Summary
General Capitaleral Capital Fund**

	PRIOR-YRS	2019CB	2019E	2020CB	2020E	19-20CB	19-20E	2021E	2022E	2023E	2024E	2025E	2026E	CIP TOTAL	PROJECT TOTAL
PROJECT EXPENDITURES															
<u>PARKS MAINTENANCE PROJECTS</u>															
BOEING CREEK SHOREVIEW PARK TRAIL REPAIR	-	250,000	-	1,642,000	-	1,892,000	-	-	-	-	-	-	-	-	-
ECHO LAKE PARK IMPROVEMENTS	478,042	195,793	116,384	-	75,127	195,793	191,511	-	-	-	-	-	-	191,511	669,553
KING COUNTY, TRAILS AND OPEN SPACE REPLACEMENT LEVY	71,099	-	-	-	225,000	-	225,000	225,000	-	7,513	95,060	47,280	-	599,853	670,952
KRUCKEBERG ENV ED CENTER (RESIDENCE STABILIZATION)	-	-	-	265,000	-	265,000	-	-	265,000	-	-	-	-	265,000	265,000
PARK ECOLOGICAL RESTORATION PROGRAM (SAI 8)	157,152	80,000	103,239	-	117,496	80,000	220,735	264,206	301,303	247,487	159,940	207,720	255,000	1,656,391	1,813,543
PARKS IMPROVEMENTS-SOUND TRANS	-	113,000	-	-	-	113,000	-	-	-	-	-	-	-	-	-
PARKS REPAIR AND REPLACEMENT	2,800,112	270,528	156,971	263,054	376,612	533,582	533,583	275,000	275,000	275,000	275,000	275,000	275,000	2,183,583	4,983,695
PLAYGROUND REPLACEMENT	-	500,000	597,493	500,000	402,507	1,000,000	1,000,000	500,000	-	-	-	400,000	400,000	2,300,000	2,300,000
RB SALTWATER PARK FIRE SUPPRESSION LINE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TURF & LIGHTING REPAIR AND REPLACEMENT	2,880,498	154,675	9,563	-	-	154,675	9,563	-	25,000	830,000	360,000	-	-	1,224,563	4,105,061
<u>FACILITIES PROJECTS</u>															
CITY MAINTENANCE FACILITY	3,469,294	998,114	522,972	748,500	738,139	1,746,614	1,261,111	4,241,209	5,000	490,000	1,779,500	18,801,300	5,161,200	31,739,320	35,208,614
CIVIC CENTER/CITY HALL	38,784,333	-	-	190,000	32,168	190,000	32,168	157,832	-	-	-	-	-	190,000	38,974,333
RICHMOND HIGHLANDS REC CENTER IMPROVEMENTS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
SHORELINE POOL DEMOLITION	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<u>PARKS DEVELOPMENT PROJECTS</u>															
COMMUNITY & AQUATICS CENTER	258,200	16,800	122,932	-	-	16,800	122,932	-	-	-	-	-	-	122,932	381,132
OUTDOOR MULTI-USE SPORTS COURT	-	-	-	75,000	-	75,000	-	-	-	-	-	-	-	-	-
PROS PLAN ACQUISITIONS (SAI7)	7,691	24,812,309	26,965	200,000	27,362,035	25,012,309	27,389,000	500,000	-	-	-	-	-	27,889,000	27,896,691
PARKS FACILITIES RECREATION AMENITIES (SAI3)	179,093	185,000	3,020	-	-	185,000	3,020	-	487,000	-	-	-	-	490,020	669,113
<u>PROJECTS TO BE COMPLETED IN CURRENT YEAR (2019)</u>															
POLICE STATION AT CITY HALL	8,868,400	135,919	55,061	-	15,000	135,919	70,061	-	-	-	-	-	-	70,061	8,938,461
<u>NON-PROJECT SPECIFIC</u>															
GENERAL CAPITAL ENGINEERING	1,830,438	81,356	38,909	95,172	95,172	176,528	134,081	60,000	60,000	60,000	60,000	60,000	60,000	494,081	2,324,519
PROS PLAN UPDATE	-	-	-	-	-	-	-	-	-	250,000	-	-	-	250,000	250,000
COST ALLOCATION CHARGES	-	38,654	38,654	24,302	24,302	62,956	62,956	30,000	30,000	30,000	30,000	30,000	30,000	242,956	242,956
CITY HALL DEBT SERVICE PAYMENT	-	677,546	677,546	663,250	663,250	1,340,796	1,340,796	683,250	683,250	683,250	664,770	689,770	664,770	5,390,920	5,390,920
TOTAL EXPENDITURES	59,784,352	28,509,694	2,469,709	4,666,278	30,126,808	33,175,972	32,596,517	6,936,497	2,112,085	2,873,782	3,424,270	20,511,070	6,845,970	75,300,191	135,084,543
TOTAL PROJECT EXPENDITURES	59,784,352	27,793,494	1,753,509	3,978,726	29,439,256	31,772,220	31,192,765	6,223,247	1,418,303	2,160,000	2,729,500	19,791,300	6,151,200	69,666,315	129,450,667
TOTAL FROM PROJECT REPORTS	59,784,352	27,793,494	1,753,509	3,978,726	29,439,256	31,772,220	31,192,765	6,223,247	1,418,303	2,160,000	2,729,500	19,791,300	6,151,200	69,666,315	129,450,667
DELTA S/B ZERO	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
REVENUES															
REAL ESTATE EXCISE TAX	-	1,164,953	1,583,864	1,168,119	1,390,552	2,333,072	2,974,416	1,080,213	1,109,160	1,122,904	1,277,450	1,405,001	1,533,825	10,502,969	-
SOCCER FIELD RENTAL CONTRIBUTION	-	130,000	130,000	130,000	130,000	260,000	260,000	130,000	130,000	130,000	130,000	130,000	130,000	1,040,000	-
INVESTMENT INTEREST	-	6,710	29,882	2,167	2,167	8,877	32,049	2,669	15,383	15,426	29	1,452	1,488	68,495	-
CABLE - EDUCATION/ GOVT. GRANT	-	-	20,775	-	-	-	20,775	-	-	-	-	-	-	20,775	-
SALE OF CURRENT POLICE STATION	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
RENT REVENUE - STORAGE COURT	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
FUTURE FUNDING	-	-	-	1,907,000	-	1,907,000	-	490,000	265,000	103,316	1,779,500	18,801,300	5,161,200	26,600,316	-
LIMITED TAX GO BAN 2018	-	24,800,000	-	200,000	25,000,000	25,000,000	25,000,000	-	-	-	-	-	-	25,000,000	-
GENERAL FUND CONTRIBUTION	-	1,060,934	593,911	2,702,378	2,391,298	3,763,312	2,985,209	2,961,975	168,000	416,684	50,000	50,000	50,000	6,681,868	-
SURFACE WATER UTILITY FUND CONTRIBUTION	-	138,619	47,760	103,952	165,133	242,571	212,893	997,066	-	20,000	-	-	-	1,229,959	-
PARK IMPACT FEES	-	125,000	-	50,000	300,000	175,000	300,000	750,000	-	-	-	-	-	1,050,000	-
KC - 4CULTURE DEV. AUTH.	-	20,000	20,000	-	-	20,000	20,000	-	-	-	-	-	-	20,000	-
KC TRAIL LEVY FUNDING RENEWAL	-	120,000	134,259	-	225,000	120,000	359,259	225,000	225,000	225,000	225,000	225,000	-	1,484,259	-
KING CONSERVATION DISTRICT GRANT	-	45,000	62,809	-	-	45,000	62,809	50,000	50,000	30,000	30,000	30,000	30,000	282,809	-
INSURANCE RESTITUTION	-	33,464	15,500	-	13,682	33,464	29,182	-	-	-	-	-	-	29,182	-
CONSERVATION FUTURES TAX GRANT	-	-	-	-	2,089,000	-	2,089,000	-	-	-	-	-	-	2,089,000	-
YOUTH & AMATEUR SPORTS GRANT	-	-	-	25,000	-	25,000	-	25,000	-	-	-	-	-	25,000	-
DEPARTMENT OF COMMERCE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUES	-	27,644,680	2,638,760	6,288,616	31,706,832	33,933,296	34,345,592	6,711,923	1,962,543	2,063,330	3,491,979	20,642,753	6,906,513	76,124,632	-
TOTAL PROJECT REVENUES	-	26,343,017	874,239	4,988,330	30,184,113	31,331,347	31,058,352	5,499,041	708,000	795,000	2,084,500	19,106,300	5,241,200	-	-
TOTAL FROM PROJECT REPORTS	-	26,343,017	874,239	4,988,330	30,184,113	31,331,347	31,058,352	5,499,041	708,000	795,000	2,084,500	19,106,300	5,241,200	-	-
DELTA S/B ZERO	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
BEGINNING FUND BALANCE															
TOTAL REVENUES	-	-	2,638,760	-	31,706,832	33,933,296	34,345,592	6,711,923	1,962,543	2,063,330	3,491,979	20,642,753	6,906,513	76,124,632	-
RESTRICTED AMOUNT FOR TURF REPLACEMENT	-	-	-	-	-	-	-	-	-	-	-	130,000	130,000	260,000	-
RESTRICTED AMOUNT FOR COMMUNITY & AQUATIC CENTER	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES	-	-	2,469,709	-	30,126,808	32,596,517	6,936,497	2,112,085	2,873,782	3,424,270	20,511,070	6,845,970	75,300,191	-	-
ENDING FUND BALANCE	1,157,568	1,424,777	-	1,186,012	1,914,892	1,186,012	961,438	811,896	1,444	69,152	70,836	1,378	1,722,009	-	-
TOTAL PUBLIC ART (1% CONSTRUCTION)	-	-	-	-	9,716	51,096	9,716	48,199	6,503	11,715	6,699	189,282	58,712	330,827	-

City of Shoreline 2019 - 2026 Capital Improvement Plan
Program Summary
City Facility Mineral Capital Fund

	PRIOR-YRS	2019CB	2019E	2020CB	2020E	19-20CB	19-20E	2021E	2022E	2023E	2024E	2025E	2026E	CIP TOTAL	PROJECT TOTAL
PROJECT EXPENDITURES															
GENERAL FACILITIES															
POLICE STATION LONG-TERM MAINTENANCE		-	-	-	-	-	-	-	-	-	-	-	-	-	-
CITY HALL LONG-TERM MAINTENANCE	114,750	77,904	22,147	(30,818)	24,939	47,086	47,086	108,400	40,000	100,000	100,000	226,618	-	622,104	736,854
CITY HALL GARAGE LONG-TERM MAINTENANCE	119,349	-	-	-	-	-	-	-	24,192	-	-	-	-	24,192	143,541
DUCT CLEANING	10,000	4,000	-	13,350	-	17,350	-	10,000	13,350	10,000	-	-	-	33,350	43,350
ROOF REPLACE & MAJOR REPAIR	89,670	-	-	-	-	-	-	-	-	-	-	-	-	-	89,670
PARKS FACILITIES															
PARKS RESTROOMS LONG-TERM MAINTENANCE	73,779	30,000	29,119	-	-	30,000	29,119	-	-	-	-	-	-	29,119	102,898
SHORELINE POOL LONG-TERM MAINTENANCE	1,172,949	20,000	35,905	20,000	-	40,000	35,905	-	-	-	-	-	-	35,905	1,208,854
RICHMOND HIGHLANDS COMMUNITY CENTER LONG-TERM MAINTENANCE	289,201	35,000	45	530,000	44,955	565,000	45,000	490,000	23,284	-	-	-	-	558,284	847,485
SPARTAN RECREATION CENTER	19,254	-	-	4,500	-	4,500	-	-	-	-	-	-	-	-	19,254
TOTAL EXPENDITURES	1,888,952	166,904	87,216	537,032	69,894	703,936	157,110	608,400	100,826	110,000	100,000	226,618	-	1,302,954	3,191,906
TOTAL PROJECT EXPENDITURES	1,888,952	166,904	87,216	537,032	69,894	703,936	157,110	608,400	100,826	110,000	100,000	226,618	-	1,302,954	3,191,906
TOTAL FROM PROJECT REPORTS	1,888,952	166,904	87,216	537,032	69,894	703,936	157,110	608,400	100,826	110,000	100,000	226,618	-	1,302,954	3,191,906
DELTA S/B ZERO	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
REVENUES															
GENERAL FUND OPERATING TRANSFER		124,032	124,032	49,032	4,077	173,064	128,109	127,753	131,586	135,533	139,599	143,787	148,101	954,468	
DEPARTMENT OF COMMERCE		-	-	490,000	-	490,000	-	490,000	-	-	-	-	-	490,000	
SHORELINE SCHOOL DISTRICT															
INVESTMENT INTEREST		883	883	192	766	465	1,649	69	162	305	838	1,729	26	4,779	
TOTAL REVENUES		124,915	124,915	539,224	4,843	663,529	129,758	617,822	131,748	135,838	140,437	145,516	148,127	1,449,247	
TOTAL PROJECT REVENUES		-	-	490,000	-	490,000	-	490,000	-	-	-	-	-	-	
TOTAL FROM PROJECT REPORTS		-	-	490,000	-	490,000	-	490,000	-	-	-	-	-	-	
DELTA S/B ZERO		-	-	-	-	-	-	-	-	-	-	-	-	-	
BEGINNING FUND BALANCE															
TOTAL REVENUES			124,915		4,843	663,529	129,758	617,822	131,748	135,838	140,437	145,516	148,127	1,449,247	
TOTAL EXPENDITURES			87,216		69,894	703,936	157,110	608,400	100,826	110,000	100,000	226,618	-	1,302,954	
Long-Term Major Maintenance RESERVES								30,000	25,000				140,000	195,000	
ENDING FUND BALANCE	58,073		95,772		30,721	17,666	30,721	10,143	16,065	41,903	82,341	1,239	9,366	9,366	
IMPACT ON OPERATING BUDGET			-		-	-	-	-	-	-	-	-	-	-	

City of Shoreline 2019 - 2026 Capital Improvement Plan															
Program Summary															
Roads Capital Internal Capital Fund															
	PRIOR-YRS	2019CB	2019E	2020CB	2020E	19-20CB	19-20E	2021E	2022E	2023E	2024E	2025E	2026E	CIP TOTAL	PROJECT TOTAL
PROJECT EXPENDITURES															
REPAIR AND REPLACEMENT															
Pedestrian / Non-Motorized Projects															
SIDEWALK REHABILITATION PROGRAM	-	775,017	92,547	982,517	285,000	1,757,534	377,547	400,000	314,000	-	-	-	-	1,091,547	1,091,547
System Preservation Projects															
ANNUAL ROAD SURFACE MAINTENANCE PROGRAM	13,329,444	3,210,925	2,729,189	1,710,000	1,331,913	4,920,925	4,061,102	650,000	1,400,000	530,000	530,000	530,000	530,000	8,231,102	21,560,546
TRAFFIC SIGNAL REHABILITATION PROGRAM	1,746,553	187,628	184,596	134,010	134,010	321,638	318,606	140,711	147,747	152,180	156,745	156,745	156,745	1,229,479	2,976,032
CAPACITY CONSTRUCTION															
Pedestrian / Non-Motorized Projects															
NEW SIDEWALKS PROGRAM	-	581,583	13,154	3,663,417	200,000	4,245,000	213,154	1,200,000	3,500,000	2,800,000	4,000,000	4,500,000	4,500,000	20,713,154	20,713,154
147TH/148TH NON-MOTORIZED BRIDGE	4,016	400,000	226,127	1,683,838	1,400,000	2,083,838	1,626,127	3,326,348	4,059,467	16,792,221	-	-	-	25,804,163	25,808,179
DRIVEWAY RELOCATION RICHMOND BEACH RD	-	-	-	60,000	85,000	60,000	85,000	-	-	-	-	-	-	85,000	85,000
NSP 1ST AVE NE (N 192ND TO N 195TH)	-	-	-	-	240,000	-	240,000	691,792	650,000	-	-	-	-	1,581,792	1,581,792
1ST AVE NE (N 145TH TO N 155TH)	-	400,000	-	2,140,000	1,000	2,540,000	1,000	300,000	399,000	1,300,000	-	-	-	2,000,000	2,000,000
NSP 5TH AVE NE (N 175TH TO N 182ND)	-	-	-	400,000	410,000	400,000	410,000	1,880,011	2,180,000	-	-	-	-	4,470,011	4,470,011
RIDGECREST SAFE ROUTES TO SCHOOL	-	-	-	20,000	20,000	20,000	20,000	147,500	210,800	-	-	-	-	378,300	378,300
N 195TH ST BRIDGE CONNECTOR	-	-	-	50,000	50,000	50,000	50,000	447,500	2,500	-	-	-	-	500,000	500,000
TRAIL ALONG THE RAIL	90,882	329,117	1,500	-	-	329,117	1,500	327,618	-	-	-	-	-	329,118	420,000
Safety / Operations Projects															
145TH CORRIDOR - 99TH TO I5	722,200	977,800	893,149	7,784,000	4,812,206	8,761,800	5,705,355	7,513,071	12,925,303	10,138,108	9,742,555	9,568,555	8,022,243	63,615,190	64,337,390
145TH AND I5 INTERCHANGE	614,575	200,000	200,000	1,500,000	1,500,000	1,700,000	1,700,000	4,161,905	638,095	18,500,000	-	-	-	25,000,000	25,614,575
160TH AND GREENWOOD/INNIS ARDEN INTERSECTION	3,453	101,548	131,139	-	800	101,548	131,939	-	100,000	270,000	1,710,000	-	-	2,211,939	2,215,392
185TH CORRIDOR STUDY	206,431	375,691	323,307	15,000	36,458	390,691	359,765	-	-	-	-	-	-	359,765	566,196
N 175TH ST - STONE AVE N TO I5	10,807	1,239,193	503,158	2,400,000	1,189,560	3,639,193	1,692,718	1,475,000	1,475,000	4,040,000	40,000	9,040,000	4,040,000	21,802,718	21,813,525
MERIDIAN AVE SAFE IMPR	-	-	13,154	50,000	168,100	50,000	181,254	558,200	501,800	-	-	-	-	1,241,254	1,241,254
TRAFFIC SAFETY IMPROVEMENTS	2,013,161	224,382	172,221	167,005	167,005	391,387	339,226	175,355	184,123	193,330	199,130	199,130	199,130	1,489,424	3,502,585
WESTMINSTER AND 155TH IMPROVEMENTS	509,296	219,284	128,426	5,040,000	4,160,359	5,259,284	4,288,785	11,311	-	-	-	-	-	4,300,096	4,809,392
RICHMOND BEACH MOBLK XING/RECT	-	41,700	130	176,000	217,700	217,700	217,830	1,186,600	-	-	-	-	-	1,404,430	1,404,430
PROJECTS TO BE COMPLETED IN CURRENT YEAR (2019)															
CURB RAMP, GUTTER AND SIDEWALK MAINTENANCE PROGRAM	2,560,004	13,670	28,504	-	482	13,670	28,986	-	-	-	-	-	-	28,986	2,588,990
WISC SCHOOL ZONE FLASHERS	1,610	125,878	206,413	-	-	125,878	206,413	-	-	-	-	-	-	206,413	208,023
COMPLETE STREETS- PED/BIKE GAPS	298,229	5,000	5,000	-	-	5,000	5,000	-	-	-	-	-	-	5,000	303,229
MERIDIAN AVE N & N 155TH ST SIGNAL IMPROV	169,797	481,085	942,374	-	10,000	481,085	952,374	-	-	-	-	-	-	952,374	1,122,171
ECHO LAKE SAFE ROUTES TO SCHOOL	602,242	-	1,335	-	-	-	1,335	-	-	-	-	-	-	1,335	603,577
NON-PROJECT SPECIFIC															
ROADS CAPITAL ENGINEERING	2,767,856	409,035	518,455	461,992	544,378	871,027	1,062,833	566,153	588,799	612,351	636,845	662,319	688,812	4,818,111	7,585,967
TRANSPORTATION MASTER PLAN UPDATE	785,478	130,774	50,555	343,600	125,000	474,374	175,555	351,500	266,500	198,500	-	-	-	992,055	1,777,533
GENERAL FUND COST ALLOCATION OVERHEAD CHARGE	-	192,330	192,330	104,687	104,687	297,017	297,017	50,000	50,000	50,000	50,000	50,000	50,000	597,017	597,017
TOTAL EXPENDITURES	26,436,036	10,621,640	7,556,763	28,886,066	17,193,658	39,507,706	24,750,421	25,560,575	29,593,134	55,576,690	17,065,275	24,706,749	18,186,930	195,439,773	221,875,809
TOTAL PROJECT EXPENDITURES	26,436,036	10,429,310	7,364,433	28,781,379	17,088,971	39,210,689	24,453,404	25,510,575	29,543,134	55,526,690	17,015,275	24,656,749	18,136,930	194,842,756	221,278,792
TOTAL FROM PROJECT REPORTS	26,436,036	10,429,310	7,364,433	28,781,379	17,088,971	39,210,689	24,453,404	25,510,575	29,543,134	55,526,690	17,015,275	24,656,749	18,136,930	194,842,756	221,278,792
DELTA S/B ZERO	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
REVENUES															
REAL ESTATE EXCISE TAX	-	1,164,953	1,357,881	1,168,119	1,390,552	2,333,072	2,748,433	1,080,213	1,109,160	1,122,904	1,277,450	1,405,001	1,533,825	10,276,986	-
GENERAL FUND SUPPORT	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
INVESTMENT INTEREST	39,364	39,364	46,269	46,269	85,633	85,633	85,633	8,463	57,801	34,614	22,407	17,748	12,965	239,631	-
GENERAL FUND CONTRIBUTION	984,551	668,453	552,486	535,626	1,537,037	1,204,079	480,637	173,910	97,651	97,651	97,651	97,651	97,651	2,249,230	-
SURFACE WATER UTILITY FUND CONTRIBUTION	-	-	-	500,000	-	-	500,000	-	-	-	-	-	-	500,000	-
OTHER ONE-TIME TRANSFERS IN	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
RESIDENTIAL PARKING ZONE PERMIT	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
BOND PROCEEDS FOR NEW SIDEWALKS	581,583	13,154	3,663,417	440,000	4,245,000	453,154	2,181,803	5,530,000	2,800,000	4,000,000	4,500,000	4,500,000	4,500,000	23,964,957	-
CMAQ	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
DEPARTMENT OF ECOLOGY STORMWATER RETROFIT GRANT	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
CONNECTING WASHINGTON	-	-	6,784,000	3,417,190	6,784,000	3,417,190	9,029,075	6,563,237	3,148,922	174,000	-	-	-	22,332,424	-
FEDERAL - STP	3,031,356	1,656,466	5,695,020	5,226,277	8,726,376	6,882,743	4,234,353	1,897,875	5,317,489	-	-	-	-	18,332,460	-
FTA - RAPID RIDE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
FUTURE FUNDING	600,000	-	5,060,000	-	5,660,000	-	-	6,481,975	24,854,627	9,568,555	14,568,555	10,622,243	66,095,955	-	-
GRANTS FROM PRIVATE SOURCES	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP)	411,468	406,126	240,930	364,030	652,398	770,156	1,733,950	418,520	-	-	-	-	-	2,922,626	-
RESTITUTION - INSURANCE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
KING COUNTY METRO	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
SOUND TRANSIT	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
KC TRAIL LEVY FUNDING RENEWAL	-	-	-	-	-	-	-	989,491	2,710,509	10,000,000	-	-	-	13,700,000	-
LIGHT RAIL ACCESS MITIGATION	-	-	-	-	-	-	-	1,412,000	1,348,958	1,989,042	-	-	-	4,750,000	-
PRIVATE DONATIONS	-	-	-	411,000	411,000	1,890,000	399,000	1,300,000	-	-	-	-	-	4,000,000	-
SAFE ROUTES TO SCHOOL	-	-	2,120,000	487,000	2,120,000	487,000	1,354,000	100,000	270,000	1,710,000	-	-	-	3,921,000	-
STP GRANT	-	-	20,000	20,000	20,000	20,000	147,500	201,500	-	-	-	-	-	369,000	-
TRANSPORTATION IMPROVEMENT BOARD	-	76,641	50,000	3,223,359	50,000	3,300,000	447,500	2,500	-	-	-	-	-	-	-
TRANSPORTATION BENEFIT DISTRICT	1,452,500	2,108,071	-	132,483	1,452,500	2,240,554	923,741	237,741	-	-	-	-	-	3,750,000	-
TRANSPORTATION BENEFIT DISTRICT (*)	511,616	-	-	-	511,616	-	-	-	-	-	-	-	-	2,802,036	-
UTILITY REIMBURSEMENTS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TRANSPORTATION IMPACT FEES	162,000	66,800	324,000	160,591	486,000	227,391	199,125	669,702	4,040,000	40,000	4,040,000	1,040,000	10,256,218	-	-
WSDOT - PEDESTRIAN & BICYCLE SAFETY PROGRAM	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUES	8,939,391	6,392,956	25,724,241	16,354,377	34,663,632	22,747,333	25,511,850	27,902,388	54,975,249	16,890,063	24,628,955	17,806,684	190,462,523	-	-
TOTAL PROJECT REVENUES	7,735,074	4,995,711	24,509,853	14,917,556	32,244,927	19,913,267	24,423,174	26,735,427	53,817,731	15,590,206	23,206,206	16,259,894	16,162,423	-	-
TOTAL FROM PROJECT REPORTS	7,735,074	4,995,711	24,509,853	14,917,556	32,244,927	19,913,267	24,423,174	26,735,427	53,817,731	15,590,206	23,206,206	16,259,894	16,162,423	-	-
REVENUE NOT IN REPORTS BUT IN SUMMARY	1,204,317	1,400,245	2,214,388	1,436,821	2,418,705	1,834,072	1,088,676	1,239,922	1,157,518	1,300,000	1,368,749	1,548,785	1,626,107	896,491	-
DELTA S/B ZERO	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
BEGINNING FUND BALANCE															
TOTAL REVENUES	-	5,910,858	4,690,560	16,354,377	5,910,858	3,761,279	3,612,555	1,821,809	1,120,368	845,157	617,363	5,910,858	-	-	-
TOTAL EXPENDITURES	-	6,392,956	16,354,377	5,910,858	3,761,279	3,612,555	1,821,809	1,120,368	845,157	617,363	5,910,858	-	-	-	-
RESTRICTED AMOUNT FOR GRANT MATCHING	-	7,556,763	17,193,658	90,000	90,000	146,491	100,000	100,000	100,000	100,000	150,000	200,000	200,000	896,491	

**City of Shoreline 2019 - 2026 Capital Improvement Plan
Program Summary
Surface Water Ineral Capital Fund**

	PRIOR-YRS	2019CB	2019E	2020CB	2020E	19-20CB	19-20E	2021E	2022E	2023E	2024E	2025E	2026E	CIP TOTAL	PROJECT TOTAL
	PROPOSED UTILITY RATE INCREASE				15.0%			10.0%	5.0%	5.0%	5.0%	5.0%	5.0%		
	SWM RATE RESIDENTIAL SF HOME ANNUAL FEE	\$214.39			\$246.55			\$271.21	\$284.77	\$299.01	\$313.96	\$313.96	\$329.66		
PROJECT EXPENDITURES															
CAPACITY															
10TH AVE NE DRAINAGE IMPROVEMENTS	8,757	281,377	5,347	258,518	405,324	539,895	410,671	12,500	5,000	1,430,000	-	-	-	1,858,171	1,866,928
25TH AVE NE DITCH IMPROV BETWEEN NE 177TH AND 178TH STREET	-	-	-	-	-	-	-	158,697	-	-	-	-	-	158,697	158,697
25TH AVE. NE FLOOD REDUCTION IMPROVEMENTS	531,181	579,195	411,703	54,636	54,636	633,831	466,339	56,275	-	-	-	-	-	522,614	1,053,795
HERON CREEK CULVERT CROSSING AT SPRINGDALE CT NW	-	-	-	-	-	-	-	-	130,998	134,928	773,591	-	-	1,039,517	1,039,517
NE 148TH INFILTRATION FACILITIES	97,567	37,834	9,175	411,070	65,572	448,904	74,747	457,500	10,000	-	-	-	-	542,247	639,814
NW 195TH PLACE AND RICHMOND BEACH DRIVE FLOODING	-	-	-	-	-	-	-	-	432,989	445,978	-	-	-	878,967	878,967
REPAIR AND REPLACEMENT															
HIDDEN LAKE DAM REMOVAL	372,615	582,215	348,324	1,396,989	703,468	1,979,204	1,051,792	242,548	2,252,452	50,000	1,925,000	1,925,000	-	7,446,792	7,819,407
PUMP STATION 26 IMPROVEMENTS	1,785	224,907	31,062	109,273	429,229	334,180	460,291	2,326,000	-	-	-	-	-	2,786,291	2,788,076
PUMP STATION 30 UPGRADES	1,443	91,258	7,890	-	2,438	91,258	10,328	-	252,000	1,825,000	-	-	-	2,127,328	2,128,771
PUMP STATION MISCELLANEOUS IMPROVEMENTS	1,352	198,470	31,285	587,887	9,630	786,357	40,915	-	76,000	393,000	-	-	-	509,915	511,267
STORMWATER PIPE REPLACEMENT PROGRAM	1,608,705	477,409	38,212	327,821	746,371	805,230	784,583	925,351	1,078,451	1,459,774	500,000	50,000	1,500,000	6,298,159	7,906,864
SURFACE WATER SMALL PROJECTS	2,739,293	318,270	4,513	327,818	433,789	646,088	438,302	1,067,352	391,907	630,459	772,898	50,000	650,000	4,000,918	6,740,211
WESTMINSTER WAY N PIPE REPLACEMENT	-	-	-	-	500,000	-	500,000	-	-	-	-	-	-	500,000	500,000
OTHER															
CLIMATE IMPACTS AND RESILIENCY STUDY	-	84,872	57,735	-	27,137	84,872	84,872	-	-	-	-	-	-	84,872	84,872
SURFACE WATER MASTER PLAN	997,704	-	-	-	-	-	-	-	289,819	298,513	-	-	-	588,332	1,586,036
SYSTEM CAPACITY MODELING STUDY	-	318,270	318,270	-	100,000	318,270	418,270	-	-	-	-	-	-	418,270	418,270
PROJECTS TO BE COMPLETED IN CURRENT YEAR (2019)															
BOEING CREEK REGIONAL STORMWATER FACILITY STUDY	222,465	60,704	20,495	-	1,000	60,704	21,495	-	-	-	-	-	-	21,495	243,960
STORM CREEK EROSION MANAGEMENT STUDY	5,274	77,128	4,390	-	72,738	77,128	77,128	-	-	-	-	-	-	77,128	82,402
NON-PROJECT SPECIFIC															
SURFACE WATER CAPITAL ENGINEERING	2,465,723	222,895	179,427	198,722	198,722	421,617	378,149	206,671	214,938	223,535	232,477	241,776	251,447	1,748,992	4,214,715
COST ALLOCATION CHARGES	1,206,672	221,814	221,814	173,201	173,201	395,015	395,015	225,056	231,807	238,762	245,925	245,925	245,925	1,828,415	3,035,087
TRANSFERS OUT	-	138,619	47,760	103,952	165,133	242,571	212,893	997,066	-	20,000	-	-	-	1,229,959	1,229,959
TOTAL CAPITAL EXPENDITURES	10,260,534	3,915,237	1,737,402	3,949,887	4,088,388	7,865,124	5,825,790	6,675,016	5,406,361	7,149,949	4,449,891	2,512,701	2,647,372	34,667,079	44,927,613
TOTAL PROJECT EXPENDITURES	9,053,862	3,554,804	1,467,828	3,672,734	3,750,054	7,227,538	5,217,882	5,452,894	5,174,554	6,891,187	4,203,966	2,266,776	2,401,447	31,608,705	40,662,567
TOTAL FROM PROJECT REPORTS	9,053,862	3,554,804	1,467,828	3,672,734	3,750,054	7,227,538	5,217,882	5,452,894	5,490,456	7,216,566	5,134,365	3,225,087	2,401,447	34,138,696	43,192,558
DELTA S/B ZERO	-	-	-	-	-	-	-	-	315,902	325,379	930,399	958,311	-	2,529,991	2,529,991
REVENUES															
INVESTMENT INTEREST	-	14,451	14,451	77,348	77,348	91,799	91,799	16,413	50,666	218,654	134,443	102,040	109,823	723,837	
DEPARTMENT OF ECOLOGY BIENNIAL STORMWATER CAPACITY GRANT	-	-	-	290,625	-	290,625	-	-	-	-	-	-	-	-	
DEPARTMENT OF ECOLOGY LOCAL SOURCE CONTROL GRANT	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
RECREATION & CONSERVATION OFFICE	-	55,451	-	175,000	-	230,451	217,548	-	-	-	-	-	-	447,999	
DEPARTMENT OF ECOLOGY STORMWATER RETROFIT GRANT	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
DOE STORMWATER PRE-CONSTRUCTION GRANT	125,000	-	125,000	250,000	250,000	250,000	250,000	-	-	-	-	-	-	250,000	
KING COUNTY FLOOD ZONE DISTRICT OPPORTUNITY	110,898	110,898	110,898	110,898	110,898	221,796	221,796	110,898	110,898	110,898	110,898	110,898	110,898	887,184	
KING COUNTY FLOOD REDUCTION GRANT	623,703	521,949	-	128,468	623,703	650,417	-	-	-	-	-	-	-	650,417	
KING COUNTY WASTE WATER	-	-	-	25,000	-	25,000	25,000	-	-	-	-	-	-	50,000	
KING COUNTY WATERWORKS GRANT	-	-	-	20,000	-	20,000	43,203	-	-	-	-	-	-	63,203	
WA STATE STORMWATER FINANCIAL ASSISTANCE PROGRAM	-	-	-	45,572	-	45,572	247,553	-	-	-	-	-	-	293,125	
FUTURE FUNDING - BONDS	-	-	-	4,200,000	-	4,200,000	-	11,850,000	-	-	-	-	-	16,050,000	
FUTURE FUNDING	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
TOTAL CAPITAL REVENUES	874,052	702,749	603,871	5,032,286	1,477,923	5,735,035	660,615	12,011,564	329,552	245,341	212,938	220,721	19,415,765		
TOTAL PROJECT REVENUES	748,703	577,400	415,625	644,040	1,164,328	1,221,440	533,304	-	-	-	-	-	-	-	
TOTAL FROM PROJECT REPORTS	748,703	577,400	415,625	644,040	1,164,328	1,221,440	533,304	-	-	-	-	-	-	-	
DELTA S/B ZERO	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
BEGINNING FUND BALANCE															
TOTAL CAPITAL REVENUES	-	-	3,378,690	-	4,584,476	-	3,378,690	7,294,674	3,166,652	11,508,083	6,722,151	4,859,025	5,229,643	3,378,690	
TOTAL CAPITAL EXPENDITURES	-	-	702,749	-	5,032,286	-	5,735,035	660,615	12,011,564	329,552	245,341	212,938	220,721	19,415,765	
TOTAL CAPITAL EXPENDITURES	-	-	1,737,402	-	4,088,388	-	5,825,790	6,675,016	5,406,361	7,149,949	4,449,891	2,512,701	2,647,372	34,667,079	
SURFACE WATER FEES	6,689,119	6,568,385	7,355,474	13,800,834	7,963,649	13,800,834	7,963,649	8,370,193	8,797,492	9,237,366	9,699,234	10,184,196	68,052,964		
OPERATING GRANTS & OTHER REVENUE	33,000	33,000	121,000	67,600	154,000	100,600	-	-	-	-	-	-	-	100,600	
PUBLIC WORKS DEBT SERVICE PAYMENT	331,372	331,372	329,740	329,740	661,112	661,112	328,107	-	-	-	-	-	-	989,219	
AMOUNT RESTRICTED - LOAN MAINTENANCE FACILITY DEBT SERVICE	119,086	119,086	119,086	119,086	238,172	238,172	119,086	119,086	119,086	119,086	119,086	119,086	119,086	952,688	
NEW DEBT SERVICE	424,078	424,078	424,078	424,078	848,157	848,157	1,375,547	1,375,547	1,375,547	1,375,547	1,375,547	1,375,547	1,375,547	9,101,439	
STORMWATER PIPE REPL DEBT SERVICE PAYMENT	158,352	158,352	158,352	158,352	316,704	316,704	158,352	158,352	158,352	158,352	158,352	158,352	158,352	1,266,816	
TOTAL DEBT SERVICE	1,032,888	1,032,888	1,031,257	1,031,257	2,064,145	2,064,145	1,981,092	1,652,985	1,652,985	1,652,985	1,652,985	1,652,985	1,652,985	12,310,162	
TOTAL OPERATING EXPENDITURES	4,945,849	3,328,058	5,061,768	4,502,492	10,007,617	7,830,550	4,096,178	4,980,981	5,110,041	5,242,958	5,375,867	5,375,867	5,375,867	38,012,442	
UTILITY TAX	-	394,103	-	433,947	-	828,050	477,819	502,212	527,850	554,242	581,954	611,052	-	-	
BUSINESS & OCCUPATION TAX	-	98,526	-	108,487	-	207,013	119,455	125,553	131,962	138,560	145,489	152,763	-	-	
ENDING FUND BALANCE	3,378,690	4,584,476	7,294,674	7,294,674	1,446,490	1,446,490	1,674,039	1,674,039	1,674,039	1,674,039	1,674,039	1,674,039	1,674,039	1,674,039	
MINIMUM REQUIRED RESERVE (20% OF OPERATING REVENUES)	-	1,320,277	-	1,320,277	-	1,320,277	-	-	-	-	-	-	-	-	
VARIANCE ABOVE MINIMUM REQUIRED RESERVE	-	3,264,199	-	5,974,397	-	5,974,397	-	-	-	-	-	-	-	-	
SURFACE WATER MASTER PLAN FUND BALANCE TARGETS:															
MINIMUM OPERATING EXPENDITURE TARGET (120 DAYS)	-	1,094,156	-	1,480,271	-	1,480,271	1,346,689	1,637,583	1,680,013	1,723,712	1,767,408	1,767,408	-	-	
VALUE OF SURFACE WATER UTILITY ASSETS	-	21,540,100	-	25,628,488	-	25,628,488	32,303,504	37,709,865	44,859,814	49,309,704	47,372,515	51,957,076	-	-	
MINIMUM CAPITAL EXPENDITURE TARGET (2% OF ASSETS)	-	430,802	-	512,570	-	512,570	646,070	754,197	897,196	986,194	947,450	1,039,142	-	-	
MINIMUM DEBT SERVICE TARGET (ONE NEW DEBT SERVICE PAYMENT)	-	424,078	-	424,078	-	424,078	1,375,547	1,375,547	1,375,547	1,375,547	1,375,547	1,375,547	-	-	
SURFACE WATER MASTER PLAN FUND BALANCE TARGET	-	1,949,036	-	2,416,920	-	2,416,920	3,368,306	3,767,327	3,952,757	4,085,453	4,090,406	4,182,097	-	-	
VARIANCE ABOVE/(BELOW) MINIMUM FUND BALANCE TARGET:	-	2,635,440	-	4,877,754	-	4,877,754	(201,654)	7,740,756	2,769,394	773,571	1,139,238	1,776,239	-	-	
TOTAL PUBLIC ART (1% CONSTRUCTION)	-	-	-	8,850	-	8,850	-	42,047	37,091	54,654	43,644	17,500	34,431	229,368	
IMPACT ON OPERATING BUDGET	-	-	-	-	-	-	-	-	-	-	-	-	-	-	

Proposed Changes to the Park, Aquatic and Recreation Fees Schedule

Changes to Athletic Fields Section:

- Change fee name 'Youth Organization Practice and Leagues' to 'Non-Profit Youth Organization-All Use'.
 - Why -
 - Removing the type of use from the fee to simplify rental process.
 - Subsidized fees for 'Youth Organization' fees should only be available for 'Non-Profit Youth Organizations'.
- Delete 'Youth Tournament' fees.
 - Why –
 - Fee not needed, seldom used.
- Add 'For-Profit Youth Organization-All Use' fees.
 - Why –
 - To prevent 'For-Profit Youth Organizations' from using 'Non-Profit Youth Organization' subsidized fees to run camps, tournaments, etc. for a profit.

Changes to Synthetic Field Turf Section:

- Change fee name of 'Youth-All Use' to 'Non-Profit Youth-All Use'
 - Why -
 - Subsidized fees for 'Youth Organization' fees should only be available for 'Non-Profit Youth Organizations'.
- Add 'For-Profit Youth-All Use' fees
 - Why –
 - To prevent 'For-Profit Youth Organizations' from using 'Non-Profit Youth Organization' subsidized fees to run camps, tournaments, etc. for a profit.

Changes to Park & Open Space Non-Exclusive Use Permit Section:

- Change the name of the section to 'Park & Open Space Non-Exclusive Area'
 - Why -
 - Name change because there are two hourly fees for Park & Open Space areas.
 - Event Permit – For events of 25 or more.
 - Concession Sales Hourly Fee – For groups with sales of food, drink or services.
- Change fee name 'Per Hour' to 'Event Permit'.
 - Why –
 - Fee name change required to define the Event Permit Fee.
- Add 'Concession Sales Hourly Fee' (removed from Concession Fees section).
 - Raise non-resident fee for hourly concession fee
 - Why –

- Concession Sales Hourly Fee is for use of Park & Open Space Area and should be moved to that section.
 - Increasing hourly fee for non-resident groups.
- Add exceptions:
 - *Event Permit fees waived for sanctioned Neighborhood events.
 - **Concession Sales Hourly waived for youth non-profit organizations and sanctioned neighborhood events.

Change to Attendance Fee Section:

- Change fee name of '101-199 Attendance' to '100+ Attendance'.
- Remove '200-299 Attendance' and '300+ Attendance' fees.
 - Why –
 - Simplify rental process.
 - '200-299 Attendance' fee and '300+ Attendance' fee seldom used.

Changes to Concession Fees Section:

- Change name of section to 'Concession Permit Fees'
 - Why –
 - Concession section only contains information on Concession Permit fees.
- Change 'Annual Permit Fee' to 'Concession Permit Fee'
 - Why –
 - Simplify process, difficult to monitor annual fee, each permit require staff time and should have permit fee.
- Remove 'Hourly Concession Fee' (move to Park & Open Space Non-Exclusive Area section)
 - Why –
 - Hourly Concession Fee is actually a fee for use of Park & Open Space Area and should be listed in that section.